



**Brawley City Council &
Successor Agency to Brawley
Community Redevelopment Agency
Regular Meeting Agenda
Tuesday, March 21, 2017 @ 6:00 PM
Emergency Operations Center
351 Main Street
Brawley, California 92227**

Sam Couchman, Mayor
Helen M. Noriega, Mayor Pro-Tempore
Norma Kastner-Jauregui, Council Member
George A. Nava, Council Member
Donald L. Wharton, Council Member

Alma Benavides, City Clerk
Ruby D. Walla, City Treasurer
William S. Smerdon, City Attorney
Rosanna Bayon Moore, City Manager/
Executive Director

CALL TO ORDER

ROLL CALL

INVOCATION

PLEDGE OF ALLEGIANCE

1. APPROVAL OF AGENDA

2. PUBLIC APPEARANCES/COMMENTS (Not to exceed 4 minutes) this is the time for the public to address the Council **on any item not appearing on the agenda** that is within the subject matter jurisdiction of the City Council. The Mayor will recognize you and when you come to the microphone, please state your name for the record. You are not allowed to make personal attacks on individuals or make comments which are slanderous or which may invade an individual's personal privacy. **Please direct your questions and comments to the City Council.**

3. CONSENT AGENDA Items are approved by one motion. Council Members or members of the public may request consent items be considered separately at a time determined by the Mayor.

- a. Approve Accounts Payable: February 24, 2017 **Pgs 4-20**
March 1, 2017 **Pgs 21-33**
March 3, 2017 **Pg 34**
March 8, 2017 **Pgs 35-49**
- b. Approve City Council Minutes February 7, 2017 **Pgs 50-54**

4. REGULAR BUSINESS

- a. Discussion and Potential Action to Adopt Resolution No. 2017- : Resolution of the City Council of the City of Brawley, California Approving and Authorizing a Request from AMG & Associates Seeking Execution of an Impact Fee Deferral Agreement to Support the Construction of a 40-Unit Two Story Income-Restricted Family Apartment Complex Referred to as Malan Street Apartments Phase II **Pgs 55-61**
- b. Discussion and Potential Action to Approve the Amendment to the Professional Services Agreement with HDR, Inc. for Industrial Pretreatment Program Support **Pgs 62-63**
- c. Discussion and Potential Action to Approve the Amendment to the Professional Services Agreement with The Holt Group for Interim Consulting City Engineer and Public Works Director Services. **Pgs 64-65**
- d. Discussion and Potential Action to Approve Support Letter for AB 891: California Communities Environmental Health Screening (Eduardo Garcia 56th District) **Pgs 66-67**

5. STRATEGIC PLANNING FOR FISCAL YEAR 2017/2018

- a. Overall Discussion and Staff Direction re: Fiscal Year 2017/2018 Budget Approach
- b. Discussion and Potential Action to Adopt Resolution No. 2017- : Resolution of the City Council of the City of Brawley, California Approving the City of Brawley's Mission Statement **Pgs 68-69**
- c. Discussion and Staff Direction re: Downtown Specific Plan Area Incentives

6. DEPARTMENTAL REPORTS

- a. Update on Guidelines for Housing Programs for HOME, CDBG, CalHome – Francisco Soto, Building Official **Pgs 70-124**
- b. Update on Legion Road – James Holt, Interim Public Works Director

7. CITY COUNCIL MEMBER REPORTS

8. CITY MANAGER REPORT

9. CITY ATTORNEY REPORT

10. CITY CLERK REPORT

11. CLOSED SESSION

- a. PERSONNEL MATTERS (California Government Code §54957)
Public Employee Appointment to the Position of Public Works Director

ADJOURNMENT Next Special Meeting, **April 4, 2017 @ 5:00 PM**, City Council Chambers, 351 Main Street, Brawley, California. Supporting Documents are available for public review in the Office of the City Clerk, 383 Main Street, Brawley, California 92227 - Monday through Friday during Regular Business Hours; Individuals who require special accommodations are requested to give 48 hours prior notice. Contact: Office of the City Clerk @ 760-351-3080.

Alma Benavides, City Clerk

Check Register Report

Date: 02/24/2017

Time: 9:14 AM

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City of Brawley

Check Number	Check Date	Status	Vendor Number	Vendor Name	Check Description	Amount
338	02/24/2017	Printed	A242	A T & T	Telephone Services 2/7-3/6	122.67
339	02/24/2017	Printed	A785	AT&T	U-Verse Internet 2/1-2/28/17	70.78
340	02/24/2017	Printed	C544	CANON FINANCIAL SERVICES, INC	Copier Lease PO #1974	1,672.10
341	02/24/2017	Printed	D516	DEPARTMENT OF TRANSPORTATIO	Signals & Lighting/	10,648.22
342	02/24/2017	Printed	D178	DIRECTV	Acct# 041023715 1/26-2/25/17	199.98
343	02/24/2017	Printed	F105	FEDERAL EXPRESS CORP.	Mailings - Police Dept.	96.58
344	02/24/2017	Printed	F266	FIRE ETC., INC.	Flashlight	80.36
345	02/24/2017	Printed	M730	MALLORY SAFETY & SUPPLY LLC	Gloves, Safety Glasses	444.21
346	02/24/2017	Printed	O880	OFFICE DEPOT, INC.	Monitor Stand	119.55
347	02/24/2017	Printed	S689	STAPLES ADVANTAGE	Scanner, Stapler, Scissors	853.39
348	02/24/2017	Printed	U411	U.S. HEALTHWORKS MEDICAL	POST Medical Evaluation	671.00
349	02/24/2017	Printed	U630	UNITED PARCEL SERVICE, INC	Mailings - City Clerk	26.00
350	02/24/2017	Printed	V079	VERIZON WIRELESS SERVICES L	Cell Phone Charges/Variou	1,442.59
351	02/24/2017	Printed	W250	WESTAIR GASES & EQUIPMENT INC	Oxygen Tanks/F.D. 1	283.29
352	02/24/2017	Printed	Z032	ZOLL MEDICAL CORPORATION	Electrodes	238.40
				15	Checks Total (excluding void checks):	16,969.12
44353	02/21/2017	Printed	C889	CALIFORNIA STATE DISBURSEME	Deductions	1,195.87
44354	02/24/2017	Printed	B364	360 BUSINESS PRODUCTS	Toner, Envelope	137.20
44355	02/24/2017	Printed	A218	AE CONSULTING, INC.	Airfield Lighting Rehab	11,270.00
44356	02/24/2017	Void	02/24/2017		Void Check	0.00
44357	02/24/2017	Printed	A126	ALSCO AMERICAN LINEN DIV.	Cleaning Services	662.44
44358	02/24/2017	Printed	A1931	AQUA 2000 WATER VENDING CO	Refund Deposit 601 Brawley Ave	53.44
44359	02/24/2017	Printed	A134	ARAMARK UNIFORM SERVICES, INC.	Cleaning Services	55.81
44360	02/24/2017	Printed	A232	ARC INDUSTRIES	Park Litter Control - Jan 2017	240.00
44361	02/24/2017	Printed	A901	AT&T-CALNET 3	Telephone Services 1/3-2/2	1,200.96
44362	02/24/2017	Printed	A592	AUTO ZONE, INC. #2804	Booster Cables, Air Freshener	288.62
44363	02/24/2017	Printed	A332	ELIZABETH AVILA	Refund Dep, Ovrpmt 845 WRON	210.70
44364	02/24/2017	Printed	B234	BIO VIR LABORATORIES, INC	Biosolid Testings	1,255.00
44365	02/24/2017	Printed	B960	TYMIKA BROWN	BB Referee 2/11, 2/15	112.00
44366	02/24/2017	Printed	C545	CANON SOLUTIONS AMERICA	P.W. Scanner, Printer Maint.	70.41
44367	02/24/2017	Printed	C549	CANON SOLUTIONS AMERICA, INC	Copier Maint./Planning	18.98
44368	02/24/2017	Printed	C1095	RIANNA MICHELLE CARRILLO	BB Scorekeeper 2/11, 2/13-2/15	154.00
44369	02/24/2017	Printed	C275	CDW GOVERNMENT, INC.	APC Smart Tower	481.68
44370	02/24/2017	Printed	C064	CITY NATIONAL BANK	Refinancing of Water Revenue	144,681.80
44371	02/24/2017	Printed	C808	CPS HUMAN RESOURCE SERVICES	Sergeant Exam	370.30
44372	02/24/2017	Printed	D171	D & M WATER COMPANY	Bulk Water - Fire Station #1	88.84
44373	02/24/2017	Printed	D402	DAPPER TIRE CO., INC.	Tires #114 Streets	360.84
44374	02/24/2017	Printed	D478	DEPARTMENT OF JUSTICE	Fingerprint Applications	735.00
44375	02/24/2017	Printed	D397	DION INTERNATIONAL TRUCKS, LLC	Filters #3991 F.D.	440.97
44376	02/24/2017	Printed	D184	DREAM HOME INVESTORS, INC	Refund Deposit 655 S. 3rd St	26.99
44377	02/24/2017	Printed	E231	ESTATE OF MICHAEL PRICE	Rfnd Dep, Ovrpmt 893 Chaparral	241.61
44378	02/24/2017	Printed	F542	FERGUSON ENTERPRISES, INC.	Mirror/Meserve Park	219.77
44379	02/24/2017	Printed	F152	EMILIA FIGUEROA	Rfnd Dep, Ovrpmt 654 SIMP	320.56
44380	02/24/2017	Printed	F737	FORENSIC DRUG TESTING	Feb. Maint Fee, DOT Testing	49.00
44381	02/24/2017	Printed	F409	FULLCOURT PRESS	Window Envelopes	2,164.52
44382	02/24/2017	Printed	G536	GRAFFIK INDUSTRIES, INC.	Helmet Decals/Fire Dept.	109.08
44383	02/24/2017	Printed	G216	DAYJANE A GRANBERRY	BB Referee 2/11, 2/15	156.00
44384	02/24/2017	Printed	H182	HACH COMPANY, INC.	Sensor Repair	1,003.79
44385	02/24/2017	Printed	H158	HD SUPPLY WATERWORKS, LTD	Manhole Hook	47.96
44386	02/24/2017	Printed	I102	I. I. D.	Canal Water/Mansfield 3056449	14,636.00
44387	02/24/2017	Printed	I447	I. V. TERMITE & PEST CONTRO	Pest Control Svcs F.D. #2	38.00

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Check Number	Check Date	Status	Vendor Number	Vendor Name	Check Description	Amount
44388	02/24/2017	Printed	I004	IMPERIAL CO TRANSPORTATION	ICTC Shared Costs 3rd Qtr FY	3,085.61
44389	02/24/2017	Printed	I130	IMPERIAL COUNTY CHILDREN &	Rfnd LAMBS Mini-Grant	3,600.00
44390	02/24/2017	Void	02/24/2017		Void Check	0.00
44391	02/24/2017	Void	02/24/2017		Void Check	0.00
44392	02/24/2017	Printed	I301	IMPERIAL HARDWARE CO., INC.	Brush Set, Paint/Meserve Park	835.59
44393	02/24/2017	Printed	I103	IMPERIAL IRRIGATION DISTRIC	Street Lights 1/7/17-2/6/17	70,852.99
44394	02/24/2017	Printed	I443	IMPERIAL PRINTERS	Envelopes	141.64
44395	02/24/2017	Printed	I602	IMPERIAL VALLEY PAINT CENTE	Liners, Tape	151.60
44396	02/24/2017	Printed	I567	IMPERIAL VALLEY PRESS	Ad/WWTP Operator	1,459.62
44397	02/24/2017	Printed	I218	INTERSTATE BATTERY	Batteries #3964 F.D.	386.15
44398	02/24/2017	Printed	J380	JADE SECURITY SYSTEMS, INC.	Alarm Monitoring/Teen Center	80.97
44399	02/24/2017	Printed	K154	K-C WELDING RENTALS, INC.	Clamp Pliers, Electrode	234.68
44400	02/24/2017	Printed	K155	REGINA KIM	Travel Adv./Assertive	612.98
44401	02/24/2017	Printed	L425	THE LIGHTHOUSE, INC.	Housing #105 Sewer	29.85
44402	02/24/2017	Printed	M423	MAD GRAPHIX, INC.	Install Graphics/PD Vehicle	448.20
44403	02/24/2017	Printed	M631	EVA MADUENO	Travel Adv./CDBG Workshop	1,210.98
44404	02/24/2017	Printed	M532	MARCOS MAGANA	Refund Depsoit 429 W C Street	155.82
44405	02/24/2017	Printed	M019	ANGEL MALDONADO	BB Referee 2/13, 2/14, 2/16	144.00
44406	02/24/2017	Printed	M1137	TODD GABRIEL MARQUEZ	BB Referee 2/11, 2/14	80.00
44407	02/24/2017	Printed	M004	MCNEECE BROS OIL COMPANY	Fuel/Parks & Rec Dept.	1,622.50
44408	02/24/2017	Printed	M3120	YESENIA MERCADO	Refund Deposit 994 Eucalyptus	132.72
44409	02/24/2017	Printed	M315	MOSS, LEVY & HARTZHEIM	Accounting Services YE 6/30/16	540.00
44410	02/24/2017	Printed	I131	NATIONAL INDUSTRIAL	Batteries	145.40
44411	02/24/2017	Printed	N045	NORTHEND AUTOPARTS, INC.	Hydraulic Spin-On #52 Streets	69.54
44412	02/24/2017	Printed	N833	RUDY NUNEZ	Travel Adv./Assertive	612.98
44413	02/24/2017	Printed	0567	JIM O'MALLEY PLUMBING	Couplings, Tee/Meserve Park	74.07
44414	02/24/2017	Printed	O233	O'REILLY AUTO PARTS	Belt #914 P.D.	29.28
44415	02/24/2017	Void	02/24/2017		Void Check	0.00
44416	02/24/2017	Printed	O395	ONESOURCE DISTRIBUTORS, LLC	Conduit Body Covers, Gaskets	98.66
44417	02/24/2017	Printed	O901	ORANGE COMMERCIAL CREDIT	Microbioloy Analysis	2,086.00
44418	02/24/2017	Printed	P110	PESTMASTER SERVICES	Pest Control/Public Works	100.00
44419	02/24/2017	Printed	P113	PETTY CASH -CITY CLERK	Petty Cash - City Clerk	62.00
44420	02/24/2017	Printed	P603	PGI	Replace Window	313.50
44421	02/24/2017	Printed	P558	PRO RECORD STORAGE, INC.	Document Storage 1/1-1/31/17	191.56
44422	02/24/2017	Printed	R006	ROSA I RAMIREZ	Travel Adv./CDBG Workshop	507.10
44423	02/24/2017	Printed	R177	RDO WATER	Sprinklers, Tee, PVC Pipe/	362.37
44424	02/24/2017	Printed	R462	REDDY ICE, CORPORATION	Ice	194.98
44425	02/24/2017	Printed	S155	SAN DIEGO COUNTY	Fire Radio Fees/January 2016	742.50
44426	02/24/2017	Printed	S283	SAN DIEGO POLICE EQUIPMENT, IN	Ammunition	2,511.49
44427	02/24/2017	Printed	S379	JAYMI SANCHEZ	BB Scorekeeper 2/11, 2/13,	165.00
44428	02/24/2017	Printed	S1113	SCADA INTEGRATIONS	SCADA Upgrade	6,259.40
44429	02/24/2017	Printed	S364	BRANDON MATTHEW SELF JR.	BB Referee 2/14/17	32.00
44430	02/24/2017	Printed	T901	SHELL	Fuel/Fire Dept.	48.92
44431	02/24/2017	Printed	S380	SIERRA MATERIAL TESTING	1st St Curb & Gutter	13,682.00
44432	02/24/2017	Printed	S1000	SMART ENERGY SOLAR, INC.	Reimb. Ovrpmt Bldg Permit	229.75
44433	02/24/2017	Printed	S495	SOUTHERN CALIFORNIA GAS CO.	187 525 6200 1 1/9/17-2/7/17	4,718.81
44434	02/24/2017	Printed	S849	STILLS ELECTRIC	Repair Street Light/Willard	815.12
44435	02/24/2017	Printed	T524	TYCO INTEGRATED SECURITY, LLC	Alarm Monitoring 3/1-3/31/17	177.70
44436	02/24/2017	Printed	U901	UNITED STATES POSTAL SERVIC	City Hall Postage Refill	3,233.99
44437	02/24/2017	Printed	U560	UNIVAR USA, INC.	Sodium Hypochlorite	3,900.88
44438	02/24/2017	Printed	U602	USA BLUEBOOK, INC	Gloves, Degreaser, Ammonia	706.69
44439	02/24/2017	Printed	V788	JUAN VELASCO	Refund Deposit 788 Cameron Ct.	68.03
44440	02/24/2017	Printed	W221	WAL-MART STORES, INC. #01-1555	Valentine's Dance Supplies/	367.56
44441	02/24/2017	Printed	W931	RUBY DOREEN WALLA	Reimb. Travel/CSMFO Conf.	95.85

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Check Number	Check Date	Status	Vendor Number	Vendor Name	Check Description	Amount	
44442	02/24/2017	Printed	W299	WE-DO EQUIP. REPAIR & SUPPLY I	Reverse Lever #32 Streets	265.25	
44443	02/24/2017	Printed	Z668	STEVEN ZAJDEL	BB Referee 2/11, 2/13, 2/15-16	224.00	
44444	02/24/2017	Printed	Z264	RAQUEL A ZEPEDA	BB Scorekeeper 2/11, 2/14,	121.00	
					92	Checks Total (excluding void checks):	312,117.42
					107	Grand Total (excluding void checks):	329,086.54



INVOICE APPROVAL LIST BY FUND REPORT

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City of Brawley

Fund/Dept/Acct	Vendor Name	Invoice #	Invoice Desc.	Check #	Due Date	Check Date	Amount
Fund: 101 General Fund							
Dept: 110.000 General Revenues							
101-110.000-410.910	Utility users						
	AVILA/ELIZABETH//		Refund Dep, Ovrpmt 845 WRON	44363	02/14/2017	02/24/2017	2.80
	ESTATE OF MICHAEL		Rfnd Dep, Ovrpmt 893 Chaparral	44377	02/14/2017	02/24/2017	2.80
	FIGUEROA/EMILIA//		Rfnd Dep, Ovrpmt 654 SIMP	44379	02/16/2017	02/24/2017	1.10
							6.70
							Total Dept. General Revenues: 6.70
Dept: 111.000 City Council							
101-111.000-750.200	VERIZON WIRELESS		Cell Phone Charges/Variou	350	02/10/2017	02/24/2017	311.96
							311.96
							Total Dept. City Council: 311.96
Dept: 112.000 City Clerk							
101-112.000-750.210	Postage						
	UNITED PARCEL SERVICE,		Mailings - City Clerk	349	02/11/2017	02/24/2017	26.00
	UNITED STATES POSTAL		City Hall Postage Refill	44436	02/21/2017	02/24/2017	72.10
							98.10
101-112.000-750.300	Advertising &						
	IMPERIAL VALLEY PRESS///	11011476	Notice of Public Hearing/	44396	02/01/2017	02/24/2017	249.17
	IMPERIAL VALLEY PRESS///	11011480	Notice of Public Hearing/	44396	02/01/2017	02/24/2017	235.33
	IMPERIAL VALLEY PRESS///	11013297	Ad/Police Sergeant	44396	02/01/2017	02/24/2017	532.96
	IMPERIAL VALLEY PRESS///	11016068	Notice of Public Hearing	44396	02/01/2017	02/24/2017	221.49
	IMPERIAL VALLEY PRESS///	11018435	Ad/WWTP Operator	44396	02/01/2017	02/24/2017	220.67
							1,459.62
							Total Dept. City Clerk: 1,557.72
Dept: 131.000 City Manager							
101-131.000-750.210	Postage						
	UNITED STATES POSTAL		City Hall Postage Refill	44436	02/21/2017	02/24/2017	19.77
							19.77
							Total Dept. City Manager: 19.77
Dept: 151.000 Finance							
101-151.000-730.100	Professional						
	MOSS, LEVY & HARTZHEIM///	7174	Accounting Services YE 6/30/16	44409	02/01/2017	02/24/2017	540.00
							540.00
101-151.000-730.200	Technical						
	PRO RECORD STORAGE,	0018114	Document Storage 1/1-1/31/17	44421	02/01/2017	02/24/2017	16.00
							16.00
101-151.000-740.400	Rent						
	CANON FINANCIAL	17002412	Copier Lease PO #1974	340	02/10/2017	02/24/2017	113.40
	PRO RECORD STORAGE,	0018114	Document Storage 1/1-1/31/17	44421	02/01/2017	02/24/2017	175.56
							288.96
101-151.000-750.210	Postage						
	UNITED STATES POSTAL		City Hall Postage Refill	44436	02/21/2017	02/24/2017	269.90
							269.90
101-151.000-750.400	Travel						
	RAMIREZ/ROSA I//		Travel Adv./CDBG Workshop	44422	02/16/2017	02/24/2017	507.10
	WALLA/RUBY DOREEN//		Reimb. Travel/CSMFO Conf.	44441	02/15/2017	02/24/2017	95.85
							602.95

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Fund/Dept/Acct	Vendor Name	Invoice #	Invoice Desc.	Check #	Due Date	Check Date	Amount
Total Dept. Finance:							1,717.81
Dept: 152.000 Utility Billing							
101-152.000-720.100	Office						
	FULLCOURT PRESS///	31321	Utility Bills	44381	02/13/2017	02/24/2017	1,130.12
	FULLCOURT PRESS///	31322	Window Envelopes	44381	02/13/2017	02/24/2017	1,034.40
							2,164.52
101-152.000-721.900	Small tools & CDW GOVERNMENT, INC.///		APC Smart Tower	44369	02/01/2017	02/24/2017	481.68
							481.68
101-152.000-740.400	Rent CANON FINANCIAL	17002412	Copier Lease PO #1974	340	02/10/2017	02/24/2017	113.40
							113.40
101-152.000-750.210	Postage UNITED STATES POSTAL		City Hall Postage Refill	44436	02/21/2017	02/24/2017	2,624.09
							2,624.09
Total Dept. Utility Billing:							5,383.69
Dept: 153.000 Personnel							
101-153.000-730.200	Technical						
	CPS HUMAN RESOURCE		Sergeant Exam	44371	02/09/2017	02/24/2017	370.30
	DEPARTMENT OF JUSTICE///	214768	Fingerprint Applications	44374	02/03/2017	02/24/2017	735.00
	FORENSIC DRUG TESTING///	2017-00572	Feb. Maint Fee, DOT Testing	44380	02/08/2017	02/24/2017	49.00
							1,154.30
101-153.000-750.210	Postage UNITED STATES POSTAL		City Hall Postage Refill	44436	02/21/2017	02/24/2017	31.49
							31.49
Total Dept. Personnel:							1,185.79
Dept: 171.000 Planning							
101-171.000-720.100	Office						
	IMPERIAL PRINTERS///	17-333	Envelopes	44394	02/01/2017	02/24/2017	141.64
							141.64
101-171.000-730.200	Technical						
	PETTY CASH -CITY CLERK///		Petty Cash - City Clerk	44419	02/08/2017	02/24/2017	62.00
							62.00
101-171.000-740.100	Repair & CANON SOLUTIONS		Copier Maint./Planning	44367	02/01/2017	02/24/2017	18.98
							18.98
101-171.000-750.210	Postage UNITED STATES POSTAL		City Hall Postage Refill	44436	02/21/2017	02/24/2017	34.15
							34.15
Total Dept. Planning:							256.77
Dept: 191.000 Non-departmental							
101-191.000-730.200	Technical						
	PESTMASTER SERVICES///	1390152	Pest Control/Building Dept.	44418	02/10/2017	02/24/2017	30.00
	TYCO INTEGRATED	28074537	Alarm Monitoring 3/1-3/31/17	44435	02/11/2017	02/24/2017	177.70
							207.70
101-191.000-740.200	Cleaning						
	ALSCO AMERICAN LINEN		Cleaning Services	44357	02/13/2017	02/24/2017	12.70
	ALSCO AMERICAN LINEN		Cleaning Services	44357	02/13/2017	02/24/2017	15.00
							27.70

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Fund/Dept/Acct	Vendor Name	Invoice #	Invoice Desc.	Check #	Due Date	Check Date	Amount
101-191.000-740.400	Rent CANON FINANCIAL	16943293	Copier Lease/Admin. Dept.	340	02/01/2017	02/24/2017	302.78
							302.78
							Total Dept. Non-departmental: 538.18
Dept: 211.000 Police Protection							
101-211.000-720.100	Office STAPLES ADVANTAGE///		Scanner, Stapler, Scissors	347	02/04/2017	02/24/2017	223.07
							223.07
101-211.000-720.900	SAN DIEGO POLICE	626369	Ammunition	44426	02/13/2017	02/24/2017	2,511.49
							2,511.49
101-211.000-721.900	Small tools & STAPLES ADVANTAGE///		Scanner, Stapler, Scissors	347	02/04/2017	02/24/2017	534.43
							534.43
101-211.000-725.300	Natural gas SOUTHERN CALIFORNIA GAS		187 525 6200 1 1/9/17-2/7/17	44433	02/09/2017	02/24/2017	25.21
							25.21
101-211.000-730.100	Professional U.S. HEALTHWORKS		POST Medical Evaluation	348	02/02/2017	02/24/2017	671.00
							671.00
101-211.000-730.200	Technical MAD GRAPHIX, INC/// PESTMASTER SERVICES///	5269 1390102	Install Graphics/PD Vehicle Pest Control/Police Dept.	44402 44418	02/06/2017 02/09/2017	02/24/2017 02/24/2017	448.20 35.00
							483.20
101-211.000-740.200	Cleaning ALSCO AMERICAN LINEN		Cleaning Services	44357	02/13/2017	02/24/2017	131.94
							131.94
101-211.000-740.400	Rent CANON FINANCIAL CANON FINANCIAL	17002407 16943292	Copier Lease/Police Dept. Copier Lease/Police Dept.	340 340	02/10/2017 02/01/2017	02/24/2017 02/24/2017	51.82 249.00
							300.82
101-211.000-750.200	AT&T-CALNET 3/// VERIZON WIRELESS		Telephone Services 1/3-2/2 Mobile Broadband/Police Dept.	44361 350	02/03/2017 02/06/2017	02/24/2017 02/24/2017	1,200.96 707.88
							1,908.84
101-211.000-750.210	Postage FEDERAL EXPRESS CORP.///	5-702-92108	Mailings - Police Dept.	343	02/10/2017	02/24/2017	96.58
							96.58
101-211.000-750.510	KIM/REGINA// NUNEZ/RUDY//		Travel Adv./Assertive Travel Adv./Assertive	44400 44412	02/09/2017 02/09/2017	02/24/2017 02/24/2017	612.98 612.98
							1,225.96
							Total Dept. Police Protection: 8,112.54
Dept: 211.300 Graffiti Abatement							
101-211.300-721.200	Other WAL-MART STORES, INC.	07511	Towels, Paint, Spray Paint	44440	02/16/2017	02/24/2017	67.56
							67.56
							Total Dept. Graffiti Abatement: 67.56
Dept: 221.000 Fire Department							

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101-221.000-720.100	Office 360 BUSINESS PRODUCTS///		Toner, Envelope	44354	02/03/2017	02/24/2017	137.20
							137.20
101-221.000-720.400	Automotive AUTO ZONE, INC. #2804///		Booster Cables, Air Freshener	44362	02/01/2017	02/24/2017	63.26
							63.26
101-221.000-720.600	Plumbing O'MALLEY PLUMBING/JIM///	91982	Nipple	44413	02/02/2017	02/24/2017	12.34
							12.34
101-221.000-720.700	Construction IMPERIAL HARDWARE CO.,	465586/2	Heat Bulb, Plywood	44392	02/01/2017	02/24/2017	39.78
							39.78
101-221.000-721.200	Other D & M WATER COMPANY/// IMPERIAL HARDWARE CO., IMPERIAL HARDWARE CO., IMPERIAL HARDWARE CO., REDDY ICE, CORPORATION/// ZOLL MEDICAL	253584 467323/2 467810/2 465586/2	Bulk Water - Fire Station #1 Nails Bulbs Heat Bulb, Plywood	44372 44392 44392 44392	02/01/2017 02/03/2017 02/08/2017 02/01/2017	02/24/2017 02/24/2017 02/24/2017 02/24/2017	42.94 3.12 14.40 9.44
			Ice	44424	02/02/2017	02/24/2017	194.98
		2477354	Electrodes	352	02/01/2017	02/24/2017	238.40
							503.28
101-221.000-721.900	Small tools & FIRE ETC., INC.///	99154	Flashlight	344	02/09/2017	02/24/2017	65.73
							65.73
101-221.000-725.300	Natural gas SOUTHERN CALIFORNIA GAS		015 325 6300 2 1/9/17-2/7/17	44433	02/09/2017	02/24/2017	23.22
							23.22
101-221.000-725.400	Fuel MCNEECE BROS OIL SHELL///	844309	Fuel/Fire Dept.	44407	02/01/2017	02/24/2017	1,482.75
			Fuel/Fire Dept.	44430	02/03/2017	02/24/2017	48.92
							1,531.67
101-221.000-740.400	Rent WESTAIR GASES &	80124146	Acetylene, Oxygen Tanks/F.D. 1	351	02/01/2017	02/24/2017	173.73
							173.73
101-221.000-750.200	Other SAN DIEGO COUNTY///		Fire Radio Fees/January 2016	44425	02/01/2017	02/24/2017	742.50
							742.50
101-221.000-750.210	Postage UNITED STATES POSTAL		City Hall Postage Refill	44436	02/21/2017	02/24/2017	72.90
							72.90
101-221.000-750.300	Advertising & GRAFFIK INDUSTRIES, INC.///	3964	Helmet Decals/Fire Dept.	44382	02/01/2017	02/24/2017	109.08
							109.08
							Total Dept. Fire Department: 3,474.69
Dept: 221.100 Fire Station #2							
101-221.100-721.200	Other D & M WATER COMPANY/// FIRE ETC., INC./// MCNEECE BROS OIL	253301 98927 168077	Bulk Water - Fire Station #2 Valve Seat, Gasket Diesel Exhaust Fluid/Fire Dept	44372 344 44407	02/01/2017 02/02/2017 02/03/2017	02/24/2017 02/24/2017 02/24/2017	45.90 14.63 23.92
							84.45

101-221.100-725.200 Electricity

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	IMPERIAL IRRIGATION		Power Bills 12/30/16-1/30/17	44393	02/02/2017	02/24/2017	560.58
							560.58
101-221.100-725.300	Natural gas						
	SOUTHERN CALIFORNIA GAS		088 557 5439 9 1/4/17-2/1/17	44433	02/03/2017	02/24/2017	74.59
							74.59
101-221.100-730.200	Technical						
	I. V. TERMITE & PEST	0242035	Pest Control Svcs F.D. #2	44387	02/03/2017	02/24/2017	38.00
							38.00
101-221.100-740.400	Rent						
	WESTAIR GASES &	80124145	Oxygen Tanks/F.D. 1	351	02/01/2017	02/24/2017	109.56
							109.56
101-221.100-750.200	DIRECTV						
			Acct# 041023715 1/26-2/25/17	342	02/15/2017	02/24/2017	199.98
							199.98
							Total Dept. Fire Station #2: 1,067.16
Dept: 231.000	Building Inspection						
101-231.000-420.400	Construction						
	SMART ENERGY SOLAR,		Reimb. Ovrpmt Bldg Permit	44432	02/14/2017	02/24/2017	88.75
							88.75
101-231.000-440.120	Plan check						
	SMART ENERGY SOLAR,		Reimb. Ovrpmt Bldg Permit	44432	02/14/2017	02/24/2017	141.00
							141.00
101-231.000-750.210	Postage						
	UNITED STATES POSTAL		City Hall Postage Refill	44436	02/21/2017	02/24/2017	50.98
							50.98
							Total Dept. Building Inspection: 280.73
Dept: 241.000	Animal Control						
101-241.000-721.200	Other						
	IMPERIAL HARDWARE CO.,	468033/2	Bleach, Trash Bags, Dog Food	44392	02/10/2017	02/24/2017	48.78
							48.78
							Total Dept. Animal Control: 48.78
Dept: 311.000	Engineering						
101-311.000-720.100	Office						
	OFFICE DEPOT, INC.///		Paper, Duster	346	02/03/2017	02/24/2017	99.09
	OFFICE DEPOT, INC.///		Monitor Stand	346	02/06/2017	02/24/2017	20.46
							119.55
101-311.000-730.200	Technical						
	PESTMASTER SERVICES///	1390371	Pest Control/Public Works	44418	02/16/2017	02/24/2017	35.00
	SIERRA MATERIAL TESTING	745	1st St Curb & Gutter	44431	02/01/2017	02/24/2017	8,922.00
	SIERRA MATERIAL TESTING	766	1st St Curb & Gutter	44431	02/01/2017	02/24/2017	4,760.00
							13,717.00
101-311.000-740.100	Repair &						
	CANON SOLUTIONS		P.W. Scanner, Printer Maint.	44366	02/02/2017	02/24/2017	70.41
							70.41
101-311.000-740.400	Rent						
	CANON FINANCIAL	17002408	P.W. Copier Lease	340	02/10/2017	02/24/2017	540.00
	CANON FINANCIAL	16943294	P.W. Copier Lease	340	02/01/2017	02/24/2017	301.70
							841.70

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	VERIZON WIRELESS		Cell Phone Charges/Various	350	02/10/2017	02/24/2017	60.40
							60.40
101-311.000-750.210	Postage						
	UNITED STATES POSTAL		City Hall Postage Refill	44436	02/21/2017	02/24/2017	5.65
							5.65
							Total Dept. Engineering: 14,814.71
Dept: 411.000	Community						
101-411.000-750.210	Postage						
	UNITED STATES POSTAL		City Hall Postage Refill	44436	02/21/2017	02/24/2017	6.77
							6.77
101-411.000-750.400	Travel						
	MADUENO/EVA//		Travel Adv./CDBG Workshop	44403	02/17/2017	02/24/2017	1,210.98
							1,210.98
							Total Dept. Community Development: 1,217.75
Dept: 511.000	Parks						
101-511.000-721.200	Other						
	IMPERIAL HARDWARE CO.,	467861/2	Thread Rod, Adhesive	44392	02/09/2017	02/24/2017	21.81
	K-C WELDING RENTALS,	14893	Filters, Tape, Saw Service Kit	44399	02/10/2017	02/24/2017	134.53
							156.34
101-511.000-721.900	Small tools &						
	K-C WELDING RENTALS,	14930	Clamp Pliers, Electrode	44399	02/14/2017	02/24/2017	100.15
							100.15
101-511.000-725.200	Electricity						
	IMPERIAL IRRIGATION		Power Bills 12/30/16-1/30/17	44393	02/02/2017	02/24/2017	561.34
							561.34
101-511.000-725.400	Fuel						
	MCNEECE BROS OIL	168304	Fuel/Parks & Rec Dept.	44407	02/09/2017	02/24/2017	50.78
	MCNEECE BROS OIL	168306	Fuel/Parks & Rec Dept.	44407	02/09/2017	02/24/2017	65.05
							115.83
101-511.000-730.200	Technical						
	ARC INDUSTRIES///	6505	Park Litter Control - Jan 2017	44360	02/01/2017	02/24/2017	240.00
							240.00
101-511.000-800.300							
	ONESOURCE		Wirenuts/Restroom Rehab	44416	02/01/2017	02/24/2017	30.79
	ONESOURCE		Ceiling Stonco/Restroom Rehab	44416	02/01/2017	02/24/2017	132.66
	ONESOURCE		Ceiling Stonco/Hinojosa Park	44416	02/01/2017	02/24/2017	63.55
	ONESOURCE		Ceiling Stonco/Gonzalez Park	44416	02/01/2017	02/24/2017	63.55
							290.55
							Total Dept. Parks: 1,464.21
Dept: 521.000	Recreation & Lions						
101-521.000-720.100	Office						
	STAPLES ADVANTAGE///		Tape Dispenser	347	02/04/2017	02/24/2017	95.89
							95.89
101-521.000-721.200	Other						
	ONESOURCE		Return Ballasts	44416	02/23/2017	02/24/2017	-220.86
							-220.86
101-521.000-725.300	Natural gas						
	SOUTHERN CALIFORNIA GAS	187 425 2102	7 1/6/17-2/2/17	44433	02/07/2017	02/24/2017	158.91
	SOUTHERN CALIFORNIA GAS	189 525 2700	2 1/6/17-2/3/17	44433	02/08/2017	02/24/2017	4,371.97

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							4,530.88
101-521.000-730.200	Technical JADE SECURITY SYSTEMS,	0129090	Alarm Monitoring/Teen Center	44398	02/10/2017	02/24/2017	80.97
							80.97
101-521.000-740.100	Repair & STILLS ELECTRIC///	5440	Install LED Corn Lamp	44434	02/13/2017	02/24/2017	252.20
							252.20
101-521.000-740.200	Cleaning ALSCO AMERICAN LINEN ARAMARK UNIFORM		Cleaning Services Cleaning Services	44357 44359	02/13/2017 02/01/2017	02/24/2017 02/24/2017	27.88 55.81
							83.69
101-521.000-750.210	Postage UNITED STATES POSTAL		City Hall Postage Refill	44436	02/21/2017	02/24/2017	32.83
							32.83
Total Dept. Recreation & Lions Center:							4,855.60
Dept: 521.100 Recreation Leagues							
101-521.100-730.200	Technical BROWNTYMIKA// CARRILLO/RIANNA GRANBERRY/DAYJANE A// MALDONADO/ANGEL// MARQUEZ/TODD GABRIEL// SANCHEZ/JAYMI// SELF JR./BRANDON ZAJDEL/STEVEN// ZEPEDA/RAQUEL A//		BB Referee 2/11, 2/15 BB Scorekeeper 2/11, 2/13-2/15 BB Referee 2/11, 2/15 BB Referee 2/13, 2/14, 2/16 BB Referee 2/11, 2/14 BB Scorekeeper 2/11, 2/13, BB Referee 2/14/17 BB Referee 2/11, 2/13, 2/15-16 BB Scorekeeper 2/11, 2/14,	44365 44368 44383 44405 44406 44427 44429 44443 44444	02/18/2017 02/18/2017 02/18/2017 02/18/2017 02/18/2017 02/18/2017 02/18/2017 02/18/2017 02/18/2017	02/24/2017 02/24/2017 02/24/2017 02/24/2017 02/24/2017 02/24/2017 02/24/2017 02/24/2017 02/24/2017	112.00 154.00 156.00 144.00 80.00 165.00 32.00 224.00 121.00
							1,188.00
Total Dept. Recreation Leagues:							1,188.00
Dept: 522.000 Senior Citizens							
101-522.000-720.500	Electrical ONESOURCE		Lamp	44416	02/01/2017	02/24/2017	78.15
							78.15
101-522.000-721.110	Food and WAL-MART STORES, INC.	00082	Valentine's Dance Supplies/	44440	02/08/2017	02/24/2017	202.67
							202.67
101-522.000-721.200	Other WAL-MART STORES, INC.	00082	Valentine's Dance Supplies/	44440	02/08/2017	02/24/2017	97.33
							97.33
101-522.000-725.300	Natural gas SOUTHERN CALIFORNIA GAS		193 926 4200 5 1/9/17-2/7/17	44433	02/09/2017	02/24/2017	49.01
							49.01
Total Dept. Senior Citizens Center:							427.16
Dept: 551.000 Library							
101-551.000-750.210	Postage UNITED STATES POSTAL		City Hall Postage Refill	44436	02/21/2017	02/24/2017	13.36
							13.36
Total Dept. Library:							13.36

Dept: 551.100 Library Grant -
101-551.100-430.521 State grant -

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IMPERIAL COUNTY			Rfnd LAMBS Mini-Grant	44389	02/15/2017	02/24/2017	3,600.00
							3,600.00
101-551.100-750.200	VERIZON WIRELESS		Cell Phone Charges/Various	350	02/10/2017	02/24/2017	53.39
							53.39
Total Dept. Library Grant - LAMBS:							3,653.39
Total Fund General Fund:							51,664.03
Fund: 211 Gas Tax							
Dept: 312.000 Street Maintenance							
211-312.000-725.200	Electricity						
	IMPERIAL IRRIGATION		Street Lights 12/7/16-1/6/17	44393	02/01/2017	02/24/2017	8,993.09
	IMPERIAL IRRIGATION		Street Lights 1/7/17-2/6/17	44393	02/08/2017	02/24/2017	9,015.19
							18,008.28
211-312.000-730.200	Technical						
	IMPERIAL CO	17-19	ICTC Shared Costs 3rd Qtr FY	44388	02/01/2017	02/24/2017	3,085.61
							3,085.61
211-312.000-740.100	Repair &						
	DEPARTMENT OF		Signals & Lighting/	341	02/01/2017	02/24/2017	10,648.22
	STILLS ELECTRIC///	5441	Repair Street Light/Willard	44434	02/13/2017	02/24/2017	562.92
							11,211.14
Total Dept. Street Maintenance &							32,305.03
Total Fund Gas Tax:							32,305.03
Fund: 241 Bernardo Padilla							
Dept: 511.100 Parks, Landscape &							
241-511.100-725.200	Electricity						
	IMPERIAL IRRIGATION		Street Lights 12/7/16-1/6/17	44393	02/01/2017	02/24/2017	138.37
	IMPERIAL IRRIGATION		Street Lights 1/7/17-2/6/17	44393	02/08/2017	02/24/2017	138.37
							276.74
Total Dept. Parks, Landscape &							276.74
Total Fund Bernardo							276.74
Fund: 243 CFD 05-1 Victoria Park							
Dept: 195.000 Comm Fac Dist							
243-195.000-725.200	Electricity						
	IMPERIAL IRRIGATION		Street Lights 12/7/16-1/6/17	44393	02/01/2017	02/24/2017	122.64
	IMPERIAL IRRIGATION		Street Lights 1/7/17-2/6/17	44393	02/08/2017	02/24/2017	122.64
							245.28
Total Dept. Comm Fac Dist:							245.28
Total Fund CFD 05-1							245.28
Fund: 244 CFD 05-4 Latigo Ranch							
Dept: 195.000 Comm Fac Dist							
244-195.000-725.200	Electricity						
	IMPERIAL IRRIGATION		Street Lights 12/7/16-1/6/17	44393	02/01/2017	02/24/2017	130.82
	IMPERIAL IRRIGATION		Street Lights 1/7/17-2/6/17	44393	02/08/2017	02/24/2017	130.82
							261.64
Total Dept. Comm Fac Dist:							261.64

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Total Fund CFD 05-4 Latigo							261.64
Fund: 245 CFD 05-3 La Paloma							
Dept: 195.000 Comm Fac Dist							
245-195.000-725.200	Electricity						
	IMPERIAL IRRIGATION		Street Lights 12/7/16-1/6/17	44393	02/01/2017	02/24/2017	318.87
	IMPERIAL IRRIGATION		Street Lights 1/7/17-2/6/17	44393	02/08/2017	02/24/2017	318.87
							637.74
Total Dept. Comm Fac Dist:							637.74
Total Fund CFD 05-3 La							637.74
Fund: 246 CFD 06-1 Malan Park							
Dept: 195.000 Comm Fac Dist							
246-195.000-725.200	Electricity						
	IMPERIAL IRRIGATION		Street Lights 12/7/16-1/6/17	44393	02/01/2017	02/24/2017	106.29
	IMPERIAL IRRIGATION		Street Lights 1/7/17-2/6/17	44393	02/08/2017	02/24/2017	106.29
							212.58
Total Dept. Comm Fac Dist:							212.58
Total Fund CFD 06-1 Malan							212.58
Fund: 247 CFD 07-1 Luckey							
Dept: 195.000 Comm Fac Dist							
247-195.000-725.200	Electricity						
	IMPERIAL IRRIGATION		Street Lights 12/7/16-1/6/17	44393	02/01/2017	02/24/2017	130.82
	IMPERIAL IRRIGATION		Street Lights 1/7/17-2/6/17	44393	02/08/2017	02/24/2017	130.82
							261.64
Total Dept. Comm Fac Dist:							261.64
Total Fund CFD 07-1							261.64
Fund: 248 CFD 07-2 Springhouse							
Dept: 195.000 Comm Fac Dist							
248-195.000-725.200	Electricity						
	IMPERIAL IRRIGATION		Street Lights 12/7/16-1/6/17	44393	02/01/2017	02/24/2017	8.18
	IMPERIAL IRRIGATION		Street Lights 1/7/17-2/6/17	44393	02/08/2017	02/24/2017	8.18
							16.36
Total Dept. Comm Fac Dist:							16.36
Total Fund CFD 07-2							16.36
Fund: 451 Developer							
Dept: 521.400 Recreational							
451-521.400-800.200	Buildings						
	FERGUSON ENTERPRISES,	4296410	Mirror/Meserve Park	44378	02/09/2017	02/24/2017	219.77

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	IMPERIAL HARDWARE CO.,	468258/2	Cove/Meserve Park	44392	02/13/2017	02/24/2017	4.16
	IMPERIAL HARDWARE CO.,	468480/2	Brush, Bit, Microfiber Covers/	44392	02/15/2017	02/24/2017	59.01
	IMPERIAL HARDWARE CO.,	468481/2	Tank Sprayer/Meserve Park	44392	02/15/2017	02/24/2017	8.62
	IMPERIAL HARDWARE CO.,	468562/2	Tape, Paint Trim Guide/Meserve	44392	02/15/2017	02/24/2017	30.13
	IMPERIAL HARDWARE CO.,	467499/2	Pine/Meserve Park	44392	02/06/2017	02/24/2017	68.84
	IMPERIAL HARDWARE CO.,	467777/2	Nails, Stakes/Meserve Park	44392	02/08/2017	02/24/2017	91.97
	IMPERIAL HARDWARE CO.,	467934/2	Valve Box/Meserve Park	44392	02/09/2017	02/24/2017	11.64
	IMPERIAL HARDWARE CO.,	467947/2	Screw/Meserve Park	44392	02/09/2017	02/24/2017	6.32
	IMPERIAL HARDWARE CO.,	587267/4	Furring Strip/Meserve Park	44392	02/09/2017	02/24/2017	8.58
	IMPERIAL HARDWARE CO.,	467904/2	Pine Board/Meserve Park	44392	02/09/2017	02/24/2017	13.03
	IMPERIAL HARDWARE CO.,	468029/2	Brush Set, Paint/Meserve Park	44392	02/10/2017	02/24/2017	112.30
	O'MALLEY PLUMBING/JIM//	91564	Nipple, Seal/Meserve Park	44413	02/13/2017	02/24/2017	50.50
	O'MALLEY PLUMBING/JIM//	91566	Couplings, Tee/Meserve Park	44413	02/13/2017	02/24/2017	11.23
	ONESOURCE		Outlets, Rod/Meserve Park	44416	02/01/2017	02/24/2017	33.48
	ONESOURCE		Circuit Breaker/Meserve Park	44416	02/01/2017	02/24/2017	41.97
	RDO WATER	J23293	Sprinklers, Tee, PVC Pipe/	44423	02/13/2017	02/24/2017	139.07
							910.62
Total Dept. Recreational facilities:							910.62
Total Fund Developer							910.62
Fund: 501 Water							
Dept: 000.000							
501-000.000-205.200 Water							
	AQUA 2000 WATER VENDING		Refund Deposit 601 Brawley Ave	44358	02/16/2017	02/24/2017	53.44
	AVILA/ELIZABETH//		Refund Dep, Ovrpmt 845 WRON	44363	02/14/2017	02/24/2017	137.94
	DREAM HOME INVESTORS,		Refund Deposit 655 S. 3rd St	44376	02/16/2017	02/24/2017	26.99
	ESTATE OF MICHAEL		Rfnd Dep, Ovrpmt 893 Chaparral	44377	02/14/2017	02/24/2017	168.85
	FIGUEROA/EMILIA//		Rfnd Dep, Ovrpmt 654 SIMP	44379	02/16/2017	02/24/2017	157.87
	MAGANA/MARCOS//		Refund Depoit 429 W C Street	44404	02/16/2017	02/24/2017	155.82
	MERCADO/YESENIA//		Refund Deposit 994 Eucalyptus	44408	02/14/2017	02/24/2017	132.72
	VELASCO/JUAN//		Refund Deposit 788 Cameron Ct.	44439	02/16/2017	02/24/2017	68.03
							901.66
Total Dept. 000000:							901.66
Dept: 321.000 Water Treatment							
501-321.000-440.710 Water sales							
	FIGUEROA/EMILIA//		Rfnd Dep, Ovrpmt 654 SIMP	44379	02/16/2017	02/24/2017	135.24
							135.24
501-321.000-720.300 Chemicals							
	UNIVAR USA, INC.///		Sodium Hypochlorite	44437	02/03/2017	02/24/2017	3,900.88
							3,900.88
501-321.000-720.600 Plumbing							
	RDO WATER	J23250	Tee, Coupling, Cement	44423	02/09/2017	02/24/2017	215.93
							215.93
501-321.000-721.200 Other							
	IMPERIAL HARDWARE CO.,	467831/2	Broom, Dust Pan	44392	02/08/2017	02/24/2017	24.75
	IMPERIAL HARDWARE CO.,	468064/2	Hoe, Gloves, Oil, Hat	44392	02/10/2017	02/24/2017	35.20
	IMPERIAL HARDWARE CO.,	468390/2	Towels, Respirator Masks	44392	02/14/2017	02/24/2017	53.93
	IMPERIAL HARDWARE CO.,	468429/2	Lubricant, Hose Clamp, Brush	44392	02/14/2017	02/24/2017	79.95
	IMPERIAL VALLEY PAINT	359009B	Cartridge	44395	02/09/2017	02/24/2017	26.88
	IMPERIAL VALLEY PAINT	359070B	Liners, Tape	44395	02/13/2017	02/24/2017	124.72
	MALLORY SAFETY & SUPPLY	4216198	Gloves, Safety Vest	345	02/15/2017	02/24/2017	318.95
	MALLORY SAFETY & SUPPLY	4213018	Gloves, Safety Glasses	345	02/08/2017	02/24/2017	125.26
	ONESOURCE		Conduit Body Covers, Gaskets	44416	02/01/2017	02/24/2017	73.31
	ONESOURCE		Conduit Body Covers, Gaskets	44416	02/01/2017	02/24/2017	58.39
							921.34

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501-321,000-721.900	Small tools & IMPERIAL HARDWARE CO.,	468064/2	Hoe, Gloves, Oil, Hat	44392	02/10/2017	02/24/2017	12.40
							12.40
501-321,000-725.100	Water I. I. D.///		Canal Water/Mansfield 3056449	44386	02/09/2017	02/24/2017	14,158.00
							14,158.00
501-321,000-730.200	Technical ORANGE COMMERCIAL	8586	Microbioloy Analysis	44417	02/06/2017	02/24/2017	271.00
							271.00
501-321,000-740.200	Cleaning ALSCO AMERICAN LINEN ALSCO AMERICAN LINEN		Cleaning Services Cleaning Services	44357 44357	02/13/2017 02/01/2017	02/24/2017 02/24/2017	53.85 53.05
							106.90
501-321,000-750.200	A T & T/// AT&T VERIZON WIRELESS		Telephone Services 2/7-3/6 U-Verse Internet 2/1-2/28/17 Cell Phone Charges/Various	338 339 350	02/07/2017 02/01/2017 02/10/2017	02/24/2017 02/24/2017 02/24/2017	5.27 70.78 77.24
							153.29
							Total Dept. Water Treatment: 19,874.98
Dept: 322.000 Water Distribution							
501-322,000-721.200	Other RDO WATER	J23386	Bolts, Nuts	44423	02/16/2017	02/24/2017	7.37
							7.37
501-322,000-725.200	Electricity IMPERIAL IRRIGATION		Power Bills 12/30/16-1/30/17	44393	02/02/2017	02/24/2017	6,358.83
							6,358.83
501-322,000-750.200	A T & T/// VERIZON WIRELESS		Telephone Services 2/7-3/6 Cell Phone Charges/Various	338 350	02/07/2017 02/10/2017	02/24/2017 02/24/2017	32.94 77.24
							110.18
							Total Dept. Water Distribution: 6,476.38
							Total Fund Water: 27,253.02
Fund: 503 Water Debt Service							
Dept: 321.000 Water Treatment							
503-321,000-760.100	Interest CITY NATIONAL BANK///		Refinancing of Water Revenue	44370	02/15/2017	02/24/2017	28,397.78
							28,397.78
503-321,000-760.200	Principal CITY NATIONAL BANK///		Refinancing of Water Revenue	44370	02/15/2017	02/24/2017	116,284.02
							116,284.02
							Total Dept. Water Treatment: 144,681.80
							Total Fund Water Debt 144,681.80

Fund: 511 Wastewater

Dept: 331.000 Wastewater

511-331,000-440.730	Sewer AVILA/ELIZABETH// ESTATE OF MICHAEL FIGUEROA/EMILIA//		Refund Dep. Ovrpmt 845 WRON Rfnd Dep. Ovrpmt 893 Chaparral Rfnd Dep. Ovrpmt 654 SIMP	44363 44377 44379	02/14/2017 02/14/2017 02/16/2017	02/24/2017 02/24/2017 02/24/2017	49.10 49.10 26.34
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Fund/Dept/Acct	Vendor Name	Invoice #	Invoice Desc.	Check #	Due Date	Check Date	Amount
							124.54
511-331.000-721.200	Other						
	HD SUPPLY WATERWORKS,		Manhole Hook	44385	02/09/2017	02/24/2017	47.96
	IMPERIAL HARDWARE CO.,	466724/2	Paint, Wedge Anchor, Key	44392	02/01/2017	02/24/2017	22.58
	USA BLUEBOOK, INC///	176267	Tubing	44438	02/08/2017	02/24/2017	12.95
	USA BLUEBOOK, INC///	176383	Gloves, Degreaser, Ammonia	44438	02/08/2017	02/24/2017	693.74
							777.23
511-331.000-725.300	Natural gas						
	SOUTHERN CALIFORNIA GAS		172 969 1728 3 1/9/17-2/7/17	44433	02/09/2017	02/24/2017	15.90
							15.90
511-331.000-750.200							
	A T & T///		Telephone Services 2/7-3/6	338	02/07/2017	02/24/2017	84.46
	VERIZON WIRELESS		Cell Phone Charges/Various	350	02/10/2017	02/24/2017	77.24
							161.70
Total Dept. Wastewater Collection:							1,079.37
Dept: 332.000 Wastewater							
511-332.000-720.500	Electrical						
	ONESOURCE		Return Ballasts	44416	02/01/2017	02/24/2017	-256.33
							-256.33
511-332.000-721.200	Other						
	NATIONAL INDUSTRIAL///	2804	Batteries	44410	02/01/2017	02/24/2017	145.40
							145.40
511-332.000-725.100	Water						
	I. I. D.///		Canal Water/Oakley 3008245	44386	02/09/2017	02/24/2017	478.00
							478.00
511-332.000-725.200	Electricity						
	IMPERIAL IRRIGATION		Power Bills 12/30/16-1/30/17	44393	02/02/2017	02/24/2017	2,586.63
	IMPERIAL IRRIGATION		Power Bills 1/4/17-2/1/17	44393	02/07/2017	02/24/2017	40,110.44
							42,697.07
511-332.000-730.100	Professional						
	BIO VIR LABORATORIES, INC	162816	Biosolid Testings	44364	02/09/2017	02/24/2017	15.00
	BIO VIR LABORATORIES, INC	162816	Biosolid Testings	44364	02/09/2017	02/24/2017	1,240.00
	SCADA INTEGRATIONS	2015B	SCADA Upgrade	44428	02/10/2017	02/24/2017	6,259.40
							7,514.40
511-332.000-730.200	Technical						
	ORANGE COMMERCIAL	8589	Microbioloy Analysis	44417	02/06/2017	02/24/2017	1,815.00
							1,815.00
511-332.000-740.100	Repair &						
	HACH COMPANY, INC.///	10268297	Sensor Repair	44384	02/01/2017	02/24/2017	1,003.79
							1,003.79
511-332.000-740.200	Cleaning						
	ALSCO AMERICAN LINEN		Cleaning Services	44357	02/01/2017	02/24/2017	108.12
	ALSCO AMERICAN LINEN		Cleaning Services	44357	02/06/2017	02/24/2017	93.00
	ALSCO AMERICAN LINEN		Cleaning Services	44357	02/13/2017	02/24/2017	108.12
							309.24
511-332.000-750.200							
	VERIZON WIRELESS		Cell Phone Charges/Various	350	02/10/2017	02/24/2017	77.24
							77.24

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Total Fund Wastewater:							54,863.18
Fund: 521 Solid Waste							
Dept: 341.000 Solid Waste							
521-341,000-440,740	Solid waste						
	AVILA/ELIZABETH//		Refund Dep, Ovrpmt 845 WRON	44363	02/14/2017	02/24/2017	20.86
	ESTATE OF MICHAEL		Rfnd Dep, Ovrpmt 893 Chaparral	44377	02/14/2017	02/24/2017	20.86
	FIGUEROA/EMILIA//		Rfnd Dep, Ovrpmt 654 SIMP	44379	02/16/2017	02/24/2017	0.01
							41.73
Total Dept. Solid Waste Collection:							41.73
Total Fund Solid Waste:							41.73
Fund: 531 Airport							
Dept: 351.000 Airport							
531-351.000-725.200	Electricity						
	IMPERIAL IRRIGATION		Power Bills 12/30/16-1/30/17	44393	02/02/2017	02/24/2017	754.91
							754.91
Total Dept. Airport:							754.91
Total Fund Airport:							754.91
Fund: 532 Airport Projects							
Dept: 351.100 Airport							
532-351,100-730.100	Professional						
	AE CONSULTING, INC.///	07903	Airfield Lighting Rehab	44355	02/09/2017	02/24/2017	11,270.00
							11,270.00
Total Dept. Airport construction:							11,270.00
Total Fund Airport							11,270.00
Fund: 601 Maintenance							
Dept: 801.000 Vehicle							
601-801.000-720.400	Automotive						
	AUTO ZONE, INC. #2804///		Starter #903 P.D.	44362	02/14/2017	02/24/2017	139.63
	AUTO ZONE, INC. #2804///		Brake Rotors/Shop	44362	02/16/2017	02/24/2017	85.73
	DION INTERNATIONAL		Filters #3991 F.D.	44375	02/10/2017	02/24/2017	440.97
	IMPERIAL HARDWARE CO.,	468087/2	Sand Sheet #3913 F.D.	44392	02/10/2017	02/24/2017	5.59
	LIGHTHOUSE, INC./THE//	0318639	Housing #105 Sewer	44401	02/13/2017	02/24/2017	29.85
	NORTHEND AUTOPARTS,	580318	Hydraulic Spin-On #52 Streets	44411	02/09/2017	02/24/2017	69.54
	O'REILLY AUTO PARTS///		Belt #914 P.D.	44414	02/09/2017	02/24/2017	29.28
	WE-DO EQUIP. REPAIR &		Reverse Lever #32 Streets	44442	02/12/2017	02/24/2017	265.25
							1,065.84
601-801.000-720.410	Tires						
	DAPPER TIRE CO., INC.///	44188384	Tires #114 Streets	44373	02/16/2017	02/24/2017	360.84
							360.84
601-801.000-720.500	Electrical						
	INTERSTATE BATTERY///		Batteries #3964 F.D.	44397	02/09/2017	02/24/2017	386.15
							386.15
601-801.000-721.900	Small tools &						
	IMPERIAL HARDWARE CO.,	468632/2	Step Stools	44392	02/16/2017	02/24/2017	49.26
							49.26
601-801.000-740.100	Repair &						
	PGI	21643	Replace Windshield #903 P.D.	44420	02/15/2017	02/24/2017	245.00

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Fund/Dept/Acct	Vendor Name	Invoice #	Invoice Desc.	Check #	Due Date	Check Date	Amount
							245.00
601-801.000-740.200	Cleaning						
	ALSCO AMERICAN LINEN		Uniform Cleaning Services	44357	02/13/2017	02/24/2017	25.32
	ALSCO AMERICAN LINEN		Cleaning Services	44357	02/13/2017	02/24/2017	33.46
							58.78
Total Dept. Vehicle Maintenance Shop:							2,165.87
Dept: 802.000 Grounds & Facility							
601-802.000-740.100	Repair &						
	PGI	21635	Replace Window	44420	02/10/2017	02/24/2017	68.50
							68.50
Total Dept. Grounds & Facility							68.50
Total Fund Maintenance:							2,234.37
Fund: 802 Payroll Clearing							
Dept: 000.000							
802-000.000-200.014	Child support						
	CALIFORNIA STATE		A. Duran SSN 556 95 7357	44353	02/03/2017	02/21/2017	209.37
	CALIFORNIA STATE		A. Garibay SSN 545 57 8511	44353	02/03/2017	02/21/2017	370.50
	CALIFORNIA STATE		R. Walker SSN 619 07 9021	44353	02/03/2017	02/21/2017	400.00
	CALIFORNIA STATE		B. Harsany SSN 602 05 1587	44353	02/03/2017	02/21/2017	216.00
							1,195.87
Total Dept. 000000:							1,195.87
Total Fund Payroll							1,195.87
Grand Total:							329,086.54

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Check Number	Check Date	Status	Vendor Number	Vendor Name	Check Description	Amount
353	03/01/2017	Printed	A242	A T & T	Telephone Services 2/19-3/18	312.25
354	03/01/2017	Printed	A785	AT&T	U-Verse Internet 2/17-3/16	65.00
355	03/01/2017	Printed	C544	CANON FINANCIAL SERVICES, INC	Copier Lease/	624.75
356	03/01/2017	Printed	M997	MAIN STREET SIGNS	Street Signs	888.84
357	03/01/2017	Printed	M730	MALLORY SAFETY & SUPPLY LLC	Hard Hats, Safety Vests	99.45
358	03/01/2017	Printed	S689	STAPLES ADVANTAGE	Wrist Supports	145.59
359	03/01/2017	Printed	V079	VERIZON WIRELESS SERVICES L	Mobile Broadband/Fire Dept.	38.01
360	03/01/2017	Printed	W425	WEST COAST TURF	Sod	667.97
361	03/01/2017	Printed	W112	WITMER PUBLIC SAFETY GROUP INC	Axe Mounting, Bar Holder	417.14
Total Checks: 9					Checks Total (excluding void checks):	3,259.00
44445	03/01/2017	Printed	B364	360 BUSINESS PRODUCTS	Copy Paper, Post-Its	196.21
44446	03/01/2017	Printed	A480	A & R CONSTRUCTION	Refund Hydrant Meter Deposit/	119.19
44447	03/01/2017	Printed	A938	ALMADEN MD	Refund Bus Lic #0139 Ovrpmt	10.00
44448	03/01/2017	Printed	A126	ALSCO AMERICAN LINEN DIV.	Uniform Cleaning Services	162.14
44449	03/01/2017	Printed	A901	AT&T-CALNET 3	Telephone Services 1/20-2/19	2,855.20
44450	03/01/2017	Printed	A784	AT&T	Telephone Service/Teen Center	130.93
44451	03/01/2017	Printed	A592	AUTO ZONE, INC. #2804	Battery #49 Parks	170.42
44452	03/01/2017	Printed	B241	STEPHEN & ANN BENSON	Rfnd Dep, Ovrpmt 825 Evelyn	309.24
44453	03/01/2017	Printed	B960	TYMIKA BROWN	BB Referee 2/18, 2/22	128.00
44454	03/01/2017	Printed	C1095	RIANNA MICHELLE CARRILLO	BB Scorekeeper 2/18,	143.00
44455	03/01/2017	Printed	C093	CIT	City Hall Phone System	150.54
44456	03/01/2017	Printed	D144	DANIELS TIRE SERVICE	Tires #86, 89 Parks, #32T Sts	355.92
44457	03/01/2017	Printed	D701	DAVID & SONS TRUCK REPAIR, INC	Valve, Knob #3913 F.D.	116.29
44458	03/01/2017	Printed	E252	EFR ENVIRONMENTAL SERVICES, IN	Used Oil Disposal	921.50
44459	03/01/2017	Printed	G515	ABRAHAM GARCIA	BB Scorekeeper 2/21,	43.00
44460	03/01/2017	Printed	G536	GRAFFIK INDUSTRIES, INC.	Sign/Meserve Park	267.22
44461	03/01/2017	Printed	G216	DAYJANE A GRANBERRY	BB Referee 2/18, 2/22	172.00
44462	03/01/2017	Printed	G1002	BRANDEN GUTIERREZ	BB Referee 2/20/17	64.00
44463	03/01/2017	Printed	H158	HD SUPPLY WATERWORKS, LTD	Couplings, Gaskets	10,151.87
44464	03/01/2017	Printed	H660	MARY HOSKINS	Refund Deposit 160 E Street	155.10
44465	03/01/2017	Printed	H191	HOWARD ANIMAL HOSPITAL	Vet Services 2/17/17	221.00
44466	03/01/2017	Printed	I447	I. V. TERMITE & PEST CONTRO	Pest Control Svcs F.D. #1	29.00
44467	03/01/2017	Printed	I642	I.V. ELITE SOFTBALL	Refund Park Lights Usage	100.00
44468	03/01/2017	Void	03/01/2017		Void Check	0.00
44469	03/01/2017	Printed	I301	IMPERIAL HARDWARE CO., INC.	Mortar Mix	556.07
44470	03/01/2017	Printed	I412	IMPERIAL LANDFILL, INC.	Animal Dumping Fees	55.99
44471	03/01/2017	Printed	I033	IMPERIAL VALLEY ROUND UP	Refund Deposit/Lions Center	100.00
44472	03/01/2017	Printed	J380	JADE SECURITY SYSTEMS, INC.	Alarm Monitoring/Fire Dept. #2	54.98
44473	03/01/2017	Printed	K154	K-C WELDING RENTALS, INC.	Hitch Lock #211 Parks	60.63
44474	03/01/2017	Printed	L243	LA VALENCIA GARDENS ESTATES	Refund Ovrpmt 1202 CACI	49.15
44475	03/01/2017	Printed	M8014	M & M SHEET METAL & RAIN	Refund Bus Lic #3544 Ovrpmt	16.00
44476	03/01/2017	Printed	M423	MAD GRAPHIX, INC.	Install Vehicle Grapics	702.00
44477	03/01/2017	Printed	M209	BERTHA MAGALLANES	Refund Deposit 970 Dominguez	101.51
44478	03/01/2017	Printed	M019	ÁNGEL MALDONADO	BB Referee 2/20, 2/23	128.00
44479	03/01/2017	Printed	D166	MARK DOWDEN WELDING	Fabricate Shade	1,424.01
44480	03/01/2017	Printed	M1137	TODD GABRIEL MARQUEZ	BB Referee 2/18, 2/21	64.00
44481	03/01/2017	Printed	M465	MCDONALDS	Rfnd Dep, Ovrpmt 105 W Main St	255.19
44482	03/01/2017	Printed	M004	MCNEECE BROS OIL COMPANY	Fuel/Meserve Park Project	75.21
44483	03/01/2017	Printed	M881	MOTOROLA SOLUTIONS, INC	Radio System Service Agreement	3,357.30
44484	03/01/2017	Printed	N045	NORTHEND AUTOPARTS, INC.	Grease/Shop	305.68
44485	03/01/2017	Printed	O233	O'REILLY AUTO PARTS	Brake Rotors #P163	186.12
44486	03/01/2017	Printed	O901	ORANGE COMMERCIAL CREDIT	Copper Analysis	6,678.00

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44487	03/01/2017	Printed	P252	FELIPE PELAYO	Refund Deposit 1146 Peach St.	110.66
44488	03/01/2017	Printed	P110	PESTMASTER SERVICES	Pest Control/Senior Center	215.00
44489	03/01/2017	Printed	P113	PETTY CASH -CITY CLERK	Petty Cash - City Clerk	62.00
44490	03/01/2017	Printed	P442	PHOENIX UNIFORMS, INC.	Jacket	86.15
44491	03/01/2017	Printed	P104	PUBLIC EMPLOYEES RETIREMENT	PERS 01/31/2017-02/13/2017	56,211.64
44492	03/01/2017	Printed	R177	RDO WATER	Solenoid	12.81
44493	03/01/2017	Printed	R462	REDDY ICE, CORPORATION	Ice	199.72
44494	03/01/2017	Printed	R1050	MANUELA RUBIO	Refund Deposit 1146 Peach St	141.03
44495	03/01/2017	Printed	S379	JAYMI SANCHEZ	BB Scorekeeper 2/18, 2/20-22	187.00
44496	03/01/2017	Printed	S364	BRANDON MATTHEW SELF JR.	BB Referee 2/18, 2/21	64.00
44497	03/01/2017	Printed	G985	SIMPLEXGRINNEL LP	Fire Extinguisher Inspections	563.94
44498	03/01/2017	Printed	S402	SOUTH COAST EMERGENCY	Pump	350.78
44499	03/01/2017	Printed	S849	STILLS ELECTRIC	Replace Starter/Lift Station#1	1,668.00
44500	03/01/2017	Printed	T495	T.B. REPAIR	Refund Bus Lic #5368 Ovrpmt	16.00
44501	03/01/2017	Printed	T430	D TAUSSIG & ASSOCIATES, INC.	Victoria Park CFD Services	1,566.86
44502	03/01/2017	Printed	T028	JAMES D TAYLOR	Refund Ovrpmt 332 W C Street	1.31
44503	03/01/2017	Printed	T147	RICHARD THOMAS	Refund Bus Lic #5461 Ovrpmt	21.00
44504	03/01/2017	Printed	U550	UNION PACIFIC RAILROAD COMPANY	Railroad Property Lease F.D.	1,989.57
44505	03/01/2017	Printed	V063	MARISA VILLAMOR	Refund Deposit 663 Garrett St	140.20
44506	03/01/2017	Printed	W215	W.R. LIVINGSTON FARMING	Refund Bus Lic #3410 Ovrpmt	49.00
44507	03/01/2017	Printed	Z668	STEVEN ZAJDEL	BB Referee 2/23/17	64.00
44508	03/01/2017	Printed	Z264	RAQUEL A ZEPEDA	BB Scorekeeper 2/18, 2/23	128.00

Total Checks: 64

Checks Total (excluding void checks): 94,990.28

Total 73

Grand Total (excluding void checks): 98,249.28



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101-152.000-720.100	Office						
	360 BUSINESS PRODUCTS///		Binder, Pen Refills, File Tabs	44445	02/24/2017	03/01/2017	5.42
	360 BUSINESS PRODUCTS///		Coin Envelopes, Binders	44445	02/24/2017	03/01/2017	25.48
							30.90
101-152.000-740.100	Repair & CIT///	29878602	City Hall Phone System	44455	02/18/2017	03/01/2017	75.27
							75.27
							Total Dept. Utility Billing: 537.49
Dept: 153.000 Personnel							
101-153.000-710.300	P E R S PUBLIC EMPLOYEES		PERS 01/31/2017-02/13/2017	44491	02/07/2017	03/01/2017	283.23
							283.23
							Total Dept. Personnel: 283.23
Dept: 171.000 Planning							
101-171.000-710.300	P E R S PUBLIC EMPLOYEES		PERS 01/31/2017-02/13/2017	44491	02/07/2017	03/01/2017	399.22
							399.22
101-171.000-730.200	Technical PETTY CASH -CITY CLERK///		Petty Cash - City Clerk	44489	02/08/2017	03/01/2017	62.00
							62.00
101-171.000-750.200	AT&T-CALNET 3///		Telephone Services 1/20-2/19	44449	02/20/2017	03/01/2017	165.33
							165.33
							Total Dept. Planning: 626.55
Dept: 181.000 Information							
101-181.000-710.300	P E R S PUBLIC EMPLOYEES		PERS 01/31/2017-02/13/2017	44491	02/07/2017	03/01/2017	183.23
							183.23
							Total Dept. Information technology: 183.23
Dept: 191.000 Non-departmental							
101-191.000-730.200	Technical PESTMASTER SERVICES///	1390649	Rodent Control/City Hall	44488	02/24/2017	03/01/2017	85.00
	PESTMASTER SERVICES///	1388744	Pest Control/City Hall	44488	02/01/2017	03/01/2017	35.00
	PESTMASTER SERVICES///	1390648	Pest Control/City Hall	44488	02/24/2017	03/01/2017	35.00
							155.00
101-191.000-750.200	AT&T-CALNET 3///		Telephone Services 1/20-2/19	44449	02/20/2017	03/01/2017	179.69
							179.69
							Total Dept. Non-departmental: 334.69
Dept: 211.000 Police Protection							
101-211.000-710.300	P E R S PUBLIC EMPLOYEES		PERS 01/31/2017-02/13/2017	44491	02/07/2017	03/01/2017	11,328.55
	PUBLIC EMPLOYEES		PERS 01/31/2017-02/13/2017	44491	02/07/2017	03/01/2017	2,027.08
							13,355.63
101-211.000-720.100	Office STAPLES ADVANTAGE///		Wrist Supports	358	02/11/2017	03/01/2017	145.59
							145.59

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	PHOENIX UNIFORMS, INC.///	982750	Jacket	44490	02/01/2017	03/01/2017	86.15
							86.15
101-211.000-730.200	Technical MAD GRAPHIX, INC.///	5291	Install Vehicle Grapics	44476	02/16/2017	03/01/2017	702.00
							702.00
101-211.000-750.200	AT&T-CALNET 3///		Telephone Services 1/20-2/19	44449	02/20/2017	03/01/2017	465.66
	MOTOROLA SOLUTIONS,	78376136	Radio System Service Agreement	44483	03/01/2017	03/01/2017	3,357.30
							3,822.96
							Total Dept. Police Protection: 18,112.33
Dept: 221.000 Fire Department							
101-221.000-710.300	P E R S PUBLIC EMPLOYEES		PERS 01/31/2017-02/13/2017	44491	02/07/2017	03/01/2017	7,785.80
							7,785.80
101-221.000-721.200	Other IMPERIAL HARDWARE CO.,	468556/2	Tape, Sandpaper, Brush	44469	02/15/2017	03/01/2017	19.99
							19.99
101-221.000-721.900	Small tools & WITMER PUBLIC SAFETY		Sledge Hanger, Axe Hanger	361	02/01/2017	03/01/2017	148.57
	WITMER PUBLIC SAFETY		Axe Mounting, Bar Holder	361	02/01/2017	03/01/2017	268.57
							417.14
101-221.000-725.400	Fuel IMPERIAL HARDWARE CO.,	468876/2	Fuel	44469	02/17/2017	03/01/2017	10.78
							10.78
101-221.000-730.200	Technical I. V. TERMITE & PEST	0242034	Pest Control Svcs F.D. #1	44466	02/17/2017	03/01/2017	29.00
							29.00
101-221.000-740.400	Rent UNION PACIFIC RAILROAD		Railroad Property Lease F.D.	44504	02/15/2017	03/01/2017	1,989.57
							1,989.57
101-221.000-750.200	AT&T-CALNET 3///		Telephone Services 1/20-2/19	44449	02/20/2017	03/01/2017	156.59
							156.59
							Total Dept. Fire Department: 10,408.87
Dept: 221.100 Fire Station #2							
101-221.100-721.200	Other K-C WELDING RENTALS,	14999	Needle Bearing, Nuts	44473	02/20/2017	03/01/2017	11.10
							11.10
101-221.100-721.900	Small tools & SOUTH COAST	483112	Pack Kit	44498	02/01/2017	03/01/2017	209.95
	SOUTH COAST	482959	Pump	44498	02/01/2017	03/01/2017	140.83
							350.78
101-221.100-730.200	Technical JADE SECURITY SYSTEMS,	0129089	Alarm Monitoring/Fire Dept. #2	44472	02/10/2017	03/01/2017	54.98
							54.98
101-221.100-740.100	Repair & CANON FINANCIAL	17023226	Printer Usage/Fire Dept.	355	02/10/2017	03/01/2017	14.97
							14.97

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	CANON FINANCIAL	17023226	Printer Lease	355	02/10/2017	03/01/2017	72.64
							72.64
101-221.100-750.200	A T & T///		Telephone Services 2/19-3/18	353	02/19/2017	03/01/2017	312.25
	VERIZON WIRELESS		Mobile Broadband/Fire Dept.	359	02/06/2017	03/01/2017	38.01
							350.26
							Total Dept. Fire Station #2: 854.73
Dept: 231.000 Building Inspection							
101-231.000-710.300 PERS	PUBLIC EMPLOYEES		PERS 01/31/2017-02/13/2017	44491	02/07/2017	03/01/2017	751.90
							751.90
101-231.000-720.100 Office	360 BUSINESS PRODUCTS///		Copy Paper, Post-Its	44445	02/15/2017	03/01/2017	46.98
							46.98
101-231.000-750.200	AT&T-CALNET 3///		Telephone Services 1/20-2/19	44449	02/20/2017	03/01/2017	109.72
							109.72
							Total Dept. Building Inspection: 908.60
Dept: 241.000 Animal Control							
101-241.000-710.300 PERS	PUBLIC EMPLOYEES		PERS 01/31/2017-02/13/2017	44491	02/07/2017	03/01/2017	128.51
							128.51
101-241.000-730.200 Technical	HOWARD ANIMAL	231551	Vet Services 2/15/17	44465	02/15/2017	03/01/2017	110.50
	HOWARD ANIMAL	231577	Vet Services 2/17/17	44465	02/17/2017	03/01/2017	110.50
	IMPERIAL LANDFILL, INC.///		Animal Dumping Fees	44470	02/01/2017	03/01/2017	55.99
							276.99
101-241.000-740.200 Cleaning	ALSCO AMERICAN LINEN		Uniform Cleaning Services	44448	02/06/2017	03/01/2017	9.58
	ALSCO AMERICAN LINEN		Uniform Cleaning Services	44448	02/13/2017	03/01/2017	9.58
	ALSCO AMERICAN LINEN		Uniform Cleaning Services	44448	02/20/2017	03/01/2017	9.58
							28.74
							Total Dept. Animal Control: 434.24
Dept: 311.000 Engineering							
101-311.000-710.300 PERS	PUBLIC EMPLOYEES		PERS 01/31/2017-02/13/2017	44491	02/07/2017	03/01/2017	997.34
							997.34
101-311.000-740.200 Cleaning	ALSCO AMERICAN LINEN		Cleaning Services	44448	02/20/2017	03/01/2017	26.12
	ALSCO AMERICAN LINEN		Cleaning Services	44448	02/13/2017	03/01/2017	16.33
							42.45
101-311.000-750.200	AT&T-CALNET 3///		Telephone Services 1/20-2/19	44449	02/20/2017	03/01/2017	773.67
							773.67
							Total Dept. Engineering: 1,813.46
Dept: 411.000 Community							
101-411.000-710.300 PERS	PUBLIC EMPLOYEES		PERS 01/31/2017-02/13/2017	44491	02/07/2017	03/01/2017	279.12
							279.12

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101-411.000-720.100	Office 360 BUSINESS PRODUCTS///		Copy Paper, Post-Its	44445	02/15/2017	03/01/2017	46.98
							46.98
101-411.000-750.200	AT&T-CALNET 3///		Telephone Services 1/20-2/19	44449	02/20/2017	03/01/2017	109.71
							109.71
Total Dept. Community Development:							435.81
Dept: 511.000 Parks							
101-511.000-710.300	P E R S PUBLIC EMPLOYEES		PERS 01/31/2017-02/13/2017	44491	02/07/2017	03/01/2017	910.61
							910.61
101-511.000-720.600	Plumbing RDO WATER	J23472	Solenoid	44492	02/21/2017	03/01/2017	12.81
							12.81
101-511.000-721.200	Other IMPERIAL HARDWARE CO., IMPERIAL HARDWARE CO., IMPERIAL HARDWARE CO., K-C WELDING RENTALS, O'REILLY AUTO PARTS///	468787/2 468870/2 469207/2 15010	Keys, Padlocks, PVC Caps Sand Bags Tape, Rollers/Restroom Rehab Filters Adapter	44469 44469 44469 44473 44485	02/17/2017 02/17/2017 02/22/2017 02/21/2017 02/22/2017	03/01/2017 03/01/2017 03/01/2017 03/01/2017 03/01/2017	33.94 11.57 50.49 27.99 12.92
							136.91
101-511.000-750.200	AT&T		U-Verse Internet 2/17-3/16	354	02/16/2017	03/01/2017	65.00
							65.00
101-511.000-800.300	IMPERIAL HARDWARE CO., IMPERIAL HARDWARE CO.,	469207/2 468616/2	Tape, Rollers/Restroom Rehab Tape/Hinojosa Park	44469 44469	02/22/2017 02/16/2017	03/01/2017 03/01/2017	17.05 31.68
							48.73
Total Dept. Parks:							1,174.06
Dept: 521.000 Recreation & Lions							
101-521.000-470.110	Rents and IMPERIAL VALLEY ROUND	495607	Refund Deposit/Lions Center	44471	02/24/2017	03/01/2017	100.00
							100.00
101-521.000-710.300	P E R S PUBLIC EMPLOYEES		PERS 01/31/2017-02/13/2017	44491	02/07/2017	03/01/2017	410.04
							410.04
101-521.000-720.600	Plumbing IMPERIAL HARDWARE CO.,	468648/2	Wall Clock, Filters, Sponges	44469	02/16/2017	03/01/2017	8.49
							8.49
101-521.000-720.800	Janitorial IMPERIAL HARDWARE CO., IMPERIAL HARDWARE CO.,	469162/2 468648/2	Clear Glaze, Mop Head Wall Clock, Filters, Sponges	44469 44469	02/21/2017 02/16/2017	03/01/2017 03/01/2017	115.79 34.32
							150.11
101-521.000-721.200	Other IMPERIAL HARDWARE CO., IMPERIAL HARDWARE CO., IMPERIAL HARDWARE CO.,	4686489/2 469162/2 468648/2	Keys Clear Glaze, Mop Head Wall Clock, Filters, Sponges	44469 44469 44469	02/16/2017 02/21/2017 02/16/2017	03/01/2017 03/01/2017 03/01/2017	16.74 57.16 45.08
							118.98
101-521.000-740.200	Cleaning ALSCO AMERICAN LINEN		Cleaning Services	44448	02/20/2017	03/01/2017	28.67

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							28.67
101-521.000-740.400	Rent						
	CANON FINANCIAL	17002409	Copier Lease/Parks & Rec.	355	02/10/2017	03/01/2017	178.20
	CANON FINANCIAL	17002411	Fax Board Lease	355	02/10/2017	03/01/2017	14.90
							193.10
101-521.000-750.200							
	AT&T///		Telephone Service/Teen Center	44450	02/06/2017	03/01/2017	130.93
	AT&T-CALNET 3///		Telephone Services 1/20-2/19	44449	02/20/2017	03/01/2017	212.44
							343.37
Total Dept. Recreation & Lions Center:							1,352.76
Dept: 521.100 Recreation Leagues							
101-521.100-440.430	Recreation						
	I.V. ELITE SOFTBALL///	003773	Refund Park Lights Usage	44467	02/16/2017	03/01/2017	100.00
							100.00
101-521.100-730.200	Technical						
	BROWN/TYMIKA//		BB Referee 2/18, 2/22	44453	02/24/2017	03/01/2017	128.00
	CARRILLO/RIANNA		BB Scorekeeper 2/18,	44454	02/24/2017	03/01/2017	143.00
	GARCIA/ABRAHAM//		BB Scorekeeper 2/21,	44459	02/24/2017	03/01/2017	43.00
	GRANBERRY/DAY JANE A//		BB Referee 2/18, 2/22	44461	02/24/2017	03/01/2017	172.00
	GUTIERREZ/BRANDEN//		BB Referee 2/20/17	44462	02/24/2017	03/01/2017	64.00
	MALDONADO/ANGEL//		BB Referee 2/20, 2/23	44478	02/24/2017	03/01/2017	128.00
	MARQUEZ/TODD GABRIEL//		BB Referee 2/18, 2/21	44480	02/24/2017	03/01/2017	64.00
	SANCHEZ/JAYMI//		BB Scorekeeper 2/18, 2/20-22	44495	02/24/2017	03/01/2017	187.00
	SELF JR./BRANDON		BB Referee 2/18, 2/21	44496	02/24/2017	03/01/2017	64.00
	ZAJDEL/STEVEN//		BB Referee 2/23/17	44507	02/24/2017	03/01/2017	64.00
	ZEPEDA/RAQUEL A//		BB Scorekeeper 2/18, 2/23	44508	02/24/2017	03/01/2017	128.00
							1,185.00
Total Dept. Recreation Leagues:							1,285.00
Dept: 522.000 Senior Citizens							
101-522.000-730.200	Technical						
	PESTMASTER SERVICES///	1388211	Pest Control/Senior Center	44488	02/01/2017	03/01/2017	30.00
	PESTMASTER SERVICES///	1390103	Pest Control/Senior Center	44488	02/09/2017	03/01/2017	30.00
							60.00
101-522.000-750.200							
	AT&T-CALNET 3///		Telephone Services 1/20-2/19	44449	02/20/2017	03/01/2017	23.93
							23.93
Total Dept. Senior Citizens Center:							83.93
Dept: 551.000 Library							
101-551.000-710.300	P E R S						
	PUBLIC EMPLOYEES		PERS 01/31/2017-02/13/2017	44491	02/07/2017	03/01/2017	794.25
							794.25
101-551.000-740.100	Repair &						
	CANON FINANCIAL	17002406	Copier Lease, Usage PO #1963	355	02/10/2017	03/01/2017	54.50
							54.50
101-551.000-740.400	Rent						
	CANON FINANCIAL	17002406	Copier Lease, Usage PO #1963	355	02/10/2017	03/01/2017	211.14
							211.14
101-551.000-750.200							
	AT&T-CALNET 3///		Telephone Services 1/20-2/19	44449	02/20/2017	03/01/2017	82.88
							82.88

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Total Dept. Library:							1,142.77
Dept: 551.100 Library Grant -							
101-551.100-710.300	P E R S						
	PUBLIC EMPLOYEES		PERS 01/31/2017-02/13/2017	44491	02/07/2017	03/01/2017	328.82
							328.82
Total Dept. Library Grant - LAMBS:							328.82
Total Fund General Fund:							42,601.11
Fund: 211 Gas Tax							
Dept: 312.000 Street Maintenance							
211-312.000-710.300	P E R S						
	PUBLIC EMPLOYEES		PERS 01/31/2017-02/13/2017	44491	02/07/2017	03/01/2017	657.37
							657.37
211-312.000-721.200	Other						
	IMPERIAL HARDWARE CO.,	469097/2	Mortar Mix	44469	02/21/2017	03/01/2017	9.43
	MAIN STREET SIGNS///	24185	Street Signs	356	02/16/2017	03/01/2017	888.84
							898.27
211-312.000-730.200	Technical						
	EFR ENVIRONMENTAL	48788-17	Used Oil Disposal	44458	02/14/2017	03/01/2017	921.50
							921.50
Total Dept. Street Maintenance &							2,477.14
Total Fund Gas Tax:							2,477.14
Fund: 213 SB 821 - Ped. & Bic.							
Dept: 313.000 Bicycle &							
213-313.000-710.300	P E R S						
	PUBLIC EMPLOYEES		PERS 01/31/2017-02/13/2017	44491	02/07/2017	03/01/2017	12.24
							12.24
Total Dept. Bicycle & Pedestrian Fac.:							12.24
Total Fund SB 821 - Ped. &							12.24
Fund: 243 CFD 05-1 Victoria Park							
Dept: 195.000 Comm Fac Dist							
243-195.000-730.100	Professional						
	TAUSSIG & ASSOCIATES,	1701133	Victoria Park CFD Services	44501	02/01/2017	03/01/2017	309.06
							309.06
Total Dept. Comm Fac Dist:							309.06
Total Fund CFD 05-1							309.06
Fund: 244 CFD 05-4 Latigo Ranch							
Dept: 195.000 Comm Fac Dist							
244-195.000-730.100	Professional						
	TAUSSIG & ASSOCIATES,	1701131	Latigo Ranch CFD Services	44501	02/01/2017	03/01/2017	251.56
							251.56
Total Dept. Comm Fac Dist:							251.56
Total Fund CFD 05-4 Latigo							251.56

Fund: 245 CFD 05-3 La Paloma

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Dept: 195.000 Comm Fac Dist							
245-195.000-730.100	Professional TAUSSIG & ASSOCIATES,	1701128	La Paloma CFD Services	44501	02/01/2017	03/01/2017	251.56
							<u>251.56</u>
Total Dept. Comm Fac Dist:							251.56
Total Fund CFD 05-3 La							251.56
Fund: 246 CFD 06-1 Malan Park							
Dept: 195.000 Comm Fac Dist							
246-195.000-730.100	Professional TAUSSIG & ASSOCIATES,	1701132	Malan Park CFD Services	44501	02/01/2017	03/01/2017	251.56
							<u>251.56</u>
Total Dept. Comm Fac Dist:							251.56
Total Fund CFD 06-1 Malan							251.56
Fund: 247 CFD 07-1 Luckey							
Dept: 195.000 Comm Fac Dist							
247-195.000-730.100	Professional TAUSSIG & ASSOCIATES,	1701129	Luckey Ranch CFD Services	44501	02/01/2017	03/01/2017	251.56
							<u>251.56</u>
Total Dept. Comm Fac Dist:							251.56
Total Fund CFD 07-1							251.56
Fund: 248 CFD 07-2 Springhouse							
Dept: 195.000 Comm Fac Dist							
248-195.000-730.100	Professional TAUSSIG & ASSOCIATES,	1701130	Springhouse CFD Services	44501	02/01/2017	03/01/2017	251.56
							<u>251.56</u>
Total Dept. Comm Fac Dist:							251.56
Total Fund CFD 07-2							251.56
Fund: 451 Developer							
Dept: 521.400 Recreational							
451-521.400-800.200	Buildings						
	GRAFFIK INDUSTRIES, INC.///	4185	Sign/Meserve Park	44460	02/21/2017	03/01/2017	267.22
	IMPERIAL HARDWARE CO.,	468750/2	Tile Adhesive, Anchors, Bolts/	44469	02/17/2017	03/01/2017	81.74
	IMPERIAL HARDWARE CO.,	469076/2	Mop/Meserve Park	44469	02/21/2017	03/01/2017	11.82
	MCNEECE BROS OIL	168664	Fuel/Meserve Park Project	44482	02/16/2017	03/01/2017	75.21
	WEST COAST TURF///		Sod	360	02/16/2017	03/01/2017	667.97
							<u>1,103.96</u>
Total Dept. Recreational facilities:							1,103.96
Total Fund Developer							1,103.96
Fund: 501 Water							
Dept: 000.000							
501-000.000-205.200	Water						
	BENSON/STEPHEN & ANN//		Rfnd Dep, Ovrpmt 825 Evelyn	44452	02/17/2017	03/01/2017	200.10
	HOSKINS/MARY//		Refund Deposit 160 E Street	44464	02/21/2017	03/01/2017	155.10
	MAGALLANES/BERTHA//		Refund Deposit 970 Dominguez	44477	02/21/2017	03/01/2017	101.51
	MCDONALDS///		Rfnd Dep, Ovrpmt 105 W Main St	44481	02/22/2017	03/01/2017	192.97
	PELAYO/FELIPE//		Refund Deposit 1146 Peach St.	44487	02/21/2017	03/01/2017	110.66

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	RUBIO/MANUELA//		Refund Deposit 1146 Peach St	44494	02/21/2017	03/01/2017	141.03
	VILLAMOR/MARISA//		Refund Deposit 663 Garrett St	44505	02/21/2017	03/01/2017	140.20
							1,041.57
501-000,000-205.220	Fire hydrant A & R CONSTRUCTION///		Refund Hydrant Meter Deposit/	44446	02/21/2017	03/01/2017	119.19
							119.19
						Total Dept. 000000:	1,160.76
Dept: 321.000	Water Treatment						
501-321,000-440.710	Water sales LA VALENCIA GARDENS		Refund Ovrpmt 1202 CACI	44474	02/22/2017	03/01/2017	49.15
							49.15
501-321,000-710.300	P E R S PUBLIC EMPLOYEES		PERS 01/31/2017-02/13/2017	44491	02/07/2017	03/01/2017	1,295.47
							1,295.47
501-321,000-721.200	Other HD SUPPLY WATERWORKS,		Meter Box	44463	02/23/2017	03/01/2017	65.38
							65.38
501-321,000-740.400	Rent CANON FINANCIAL	17002410	Copier Lease/	355	02/10/2017	03/01/2017	78.40
							78.40
501-321,000-750.200	AT&T-CALNET 3///		Telephone Services 1/20-2/19	44449	02/20/2017	03/01/2017	270.65
							270.65
						Total Dept. Water Treatment:	1,759.05
Dept: 322.000	Water Distribution						
501-322,000-710.300	P E R S PUBLIC EMPLOYEES		PERS 01/31/2017-02/13/2017	44491	02/07/2017	03/01/2017	882.05
							882.05
501-322,000-720.600	Plumbing HD SUPPLY WATERWORKS, HD SUPPLY WATERWORKS,		Registers	44463	02/23/2017	03/01/2017	8,833.77
			Meter	44463	02/23/2017	03/01/2017	818.41
							9,652.18
501-322,000-721.200	Other HD SUPPLY WATERWORKS, HD SUPPLY WATERWORKS, MALLORY SAFETY & SUPPLY REDDY ICE, CORPORATION///		Bolts, Nuts, Polymer Cover	44463	02/20/2017	03/01/2017	275.64
			Couplings, Gaskets	44463	02/20/2017	03/01/2017	158.67
		4216785	Hard Hats, Safety Vests	357	02/16/2017	03/01/2017	99.45
			Ice	44493	02/24/2017	03/01/2017	199.72
							733.48
501-322,000-750.200	AT&T-CALNET 3///		Telephone Services 1/20-2/19	44449	02/20/2017	03/01/2017	98.55
							98.55
						Total Dept. Water Distribution:	11,366.26
						Total Fund Water:	14,286.07
Fund: 511	Wastewater						
Dept: 331.000	Wastewater						
511-331,000-440.730	Sewer BENSON/STEPHEN & ANN// MCDONALDS///		Rfnd Dep, Ovrpmt 825 Evelyn	44452	02/17/2017	03/01/2017	73.65
			Rfnd Dep, Ovrpmt 105 W Main St	44481	02/22/2017	03/01/2017	59.83

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Fund/Dept/Acct	Vendor Name	Invoice #	Invoice Desc.	Check #	Due Date	Check Date	Amount
							133.48
511-331.000-710.300	P E R S PUBLIC EMPLOYEES		PERS 01/31/2017-02/13/2017	44491	02/07/2017	03/01/2017	463.72
							463.72
511-331.000-730.200	Technical ORANGE COMMERCIAL	8538	Copper Analysis	44486	02/01/2017	03/01/2017	1,809.00
							1,809.00
511-331.000-740.100	Repair & STILLS ELECTRIC///	5451	Replace Starter/Lift Station#1	44499	02/22/2017	03/01/2017	1,668.00
							1,668.00
511-331.000-750.200	AT&T-CALNET 3///		Telephone Services 1/20-2/19	44449	02/20/2017	03/01/2017	39.45
							39.45
Total Dept. Wastewater Collection:							4,113.65
Dept: 332.000 Wastewater							
511-332.000-710.300	P E R S PUBLIC EMPLOYEES		PERS 01/31/2017-02/13/2017	44491	02/07/2017	03/01/2017	997.12
							997.12
511-332.000-730.200	Technical MARK DOWDEN WELDING	18581	Fabricate Shade	44479	02/01/2017	03/01/2017	954.09
	MARK DOWDEN WELDING	18618	Fabricate Shade	44479	02/01/2017	03/01/2017	469.92
	ORANGE COMMERCIAL	8599	Microbiology Analysis	44486	02/13/2017	03/01/2017	4,869.00
							6,293.01
511-332.000-740.100	Repair & SIMPLEXGRINNEL LP	83386313	Fire Extinguisher Inspections	44497	02/10/2017	03/01/2017	563.94
							563.94
511-332.000-750.200	AT&T-CALNET 3///		Telephone Services 1/20-2/19	44449	02/20/2017	03/01/2017	92.33
							92.33
Total Dept. Wastewater treatment:							7,946.40
Total Fund Wastewater:							12,060.05
Fund: 521 Solid Waste							
Dept: 341.000 Solid Waste							
521-341.000-440.740	Solid waste BENSON/STEPHEN & ANN//		Rfnd Dep, Ovrpmt 825 Evelyn	44452	02/17/2017	03/01/2017	31.29
							31.29
Total Dept. Solid Waste Collection:							31.29
Total Fund Solid Waste:							31.29
Fund: 601 Maintenance							
Dept: 801.000 Vehicle							
601-801.000-710.300	P E R S PUBLIC EMPLOYEES		PERS 01/31/2017-02/13/2017	44491	02/07/2017	03/01/2017	445.87
							445.87
601-801.000-720.400	Automotive AUTO ZONE, INC. #2804///		Engine Mount #1151 P.D.	44451	02/21/2017	03/01/2017	47.60
	DAVID & SONS TRUCK	4149	Cartridge #3913 F.D.	44457	02/15/2017	03/01/2017	75.41
	DAVID & SONS TRUCK	4150	Valve, Knob #3913 F.D.	44457	02/15/2017	03/01/2017	40.88

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	K-C WELDING RENTALS,	14976	Hitch Lock #211 Parks	44473	02/17/2017	03/01/2017	21.54
	NORTHEND AUTOPARTS,	580700	Dryer Cartridge #3913 F.D.	44484	02/14/2017	03/01/2017	25.35
	NORTHEND AUTOPARTS,	580745	Return Dryer Cartridge	44484	02/15/2017	03/01/2017	-25.35
	NORTHEND AUTOPARTS,	580846	Hose #3913 F.D.	44484	02/16/2017	03/01/2017	15.56
	NORTHEND AUTOPARTS,	580997	Brake Pads #P163 P.D.	44484	02/17/2017	03/01/2017	116.26
	NORTHEND AUTOPARTS,	581046	Blades #89 Parks	44484	02/17/2017	03/01/2017	37.43
	NORTHEND AUTOPARTS,	580659	Tire Valve Extension #3913 FD	44484	02/14/2017	03/01/2017	15.07
	NORTHEND AUTOPARTS,	581145	Blade #89 Parks	44484	02/18/2017	03/01/2017	18.72
	NORTHEND AUTOPARTS,	581377	Brake Pads, Filters #1151 PD	44484	02/21/2017	03/01/2017	91.63
	NORTHEND AUTOPARTS,	581451	Grease/Shop	44484	02/22/2017	03/01/2017	6.34
	O'REILLY AUTO PARTS///		Antifreeze #3991, 3913 F.D.	44485	02/16/2017	03/01/2017	81.85
	O'REILLY AUTO PARTS///		Brake Rotors #P163	44485	02/16/2017	03/01/2017	91.35
							659.64
601-801.000-720.500	Electrical						
	AUTO ZONE, INC. #2804///		Battery #49 Parks	44451	02/22/2017	03/01/2017	122.82
							122.82
601-801.000-721.200	Other						
	NORTHEND AUTOPARTS,	581417	Hand Pump/Shop	44484	02/22/2017	03/01/2017	4.67
							4.67
601-801.000-721.900	Small tools &						
	AUTO ZONE, INC. #2804///		Brake Caliper Tool/Shop	44451	02/16/2017	03/01/2017	64.65
	AUTO ZONE, INC. #2804///		Return Brake Caliper Tool	44451	02/21/2017	03/01/2017	-64.65
							0.00
601-801.000-740.100	Repair &						
	DANIELS TIRE SERVICE///		Oil Change #211 Parks	44456	02/17/2017	03/01/2017	64.36
	DANIELS TIRE SERVICE///		Tires #86, 89 Parks, #32T Sts	44456	02/22/2017	03/01/2017	291.56
							355.92
601-801.000-740.200	Cleaning						
	ALSCO AMERICAN LINEN		Uniform Cleaning Services	44448	02/20/2017	03/01/2017	25.32
	ALSCO AMERICAN LINEN		Cleaning Services	44448	02/20/2017	03/01/2017	36.96
							62.28
601-801.000-750.200							
	AT&T-CALNET 3///		Telephone Services 1/20-2/19	44449	02/20/2017	03/01/2017	38.99
							38.99
							Total Dept. Vehicle Maintenance Shop: 1,690.19
							Total Fund Maintenance: 1,690.19
Fund: 802 Payroll Clearing							
Dept: 000.000							
802-000.000-200.008	Retirement						
	PUBLIC EMPLOYEES		PERS 01/31/2017-02/13/2017	44491	02/07/2017	03/01/2017	22,420.37
							22,420.37
							Total Dept. 000000: 22,420.37
							Total Fund Payroll 22,420.37
							Grand Total: 98,249.28

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Check Number	Check Date	Status	Vendor Number	Vendor Name	Check Description	Amount
44509	03/03/2017	Printed	A368	AFLAC INC.	Cancer, ICU, Disability	2,795.99
44510	03/03/2017	Printed	C889	CALIFORNIA STATE DISBURSEME	Deductions	1,195.87
44511	03/03/2017	Printed	C110	COLUMBUS BANK & TRUST COMPA	Unreimbursed Medical &	526.90
44512	03/03/2017	Printed	F689	FRANCHISE TAX BOARD	Deductions	250.00
44513	03/03/2017	Printed	G387	KRISTINA D. GREEN(BAILEY)	Deductions	175.00
44514	03/03/2017	Printed	N944	NATIONAL PLAN COORDINATORS	Deferred Comp Plan #340233-01	4,959.03
44515	03/03/2017	Printed	N187	NATIONWIDE RETIREMENT	Deferred Compensation #05270	165.00
44516	03/03/2017	Printed	S325	SUN COMMUNITY FED. CREDIT UNIO	Credit Union Deductions	1,121.00
44517	03/03/2017	Printed	U660	UNITED STATES TREASURY	Deductions	177.50
44518	03/03/2017	Printed	U761	UNITED STATES TREASURY	Deductions	200.00
44519	03/03/2017	Printed	U110	UNITED WAY OF IMPERIAL COUNTY	United Way Deductions	25.00

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Checks Total (excluding void checks):

11,591.29



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362	03/08/2017	Printed	A785	AT&T	U-Verse Internet 2/24-3/23/17	105.00
363	03/08/2017	Printed	B210	BRAWLEY CHAMBER OF COMMERCE	Mayor's Breakfast 2/24/17	390.00
364	03/08/2017	Printed	M730	MALLORY SAFETY & SUPPLY LLC	Respirator Masks, Gloves	199.78
365	03/08/2017	Printed	O880	OFFICE DEPOT, INC.	Return Monitor Stand	188.31
366	03/08/2017	Printed	P403	PORAC	Ad/Police Chief	300.00
367	03/08/2017	Printed	S2702	SOUTHWEST AIRLINES	Flight/Pete Sanchez	461.88
368	03/08/2017	Printed	S689	STAPLES ADVANTAGE	Letterhead	108.72
369	03/08/2017	Printed	U411	U.S. HEALTHWORKS MEDICAL	POST Medical Evaluation	921.00
370	03/08/2017	Printed	U630	UNITED PARCEL SERVICE, INC	Mailings - Engineering	103.20
371	03/08/2017	Printed	V079	VERIZON WIRELESS SERVICES L	Mobile Broadband/Police Dept.	668.22
10					Checks Total (excluding void checks):	3,446.11
44520	03/08/2017	Printed	B364	360 BUSINESS PRODUCTS	Binder Clips, Rubber Bands	20.08
44521	03/08/2017	Printed	A414	AIRWAVE COMMUNICATIONS ENT INC	March Radio Maint. Contract	4,875.74
44522	03/08/2017	Printed	A167	ALL VALLEY FENCE & SUPPLY, INC	Fence Material/Meserve Park	115.18
44523	03/08/2017	Printed	A645	ALLIANT INSURANCE SERVICES	Special Event Insurance	1,451.00
44524	03/08/2017	Printed	A126	ALSCO AMERICAN LINEN DIV.	Cleaning Services	314.80
44525	03/08/2017	Printed	A743	ELENA AMADOR	BB Scorekeeper 2/27/17	16.00
44526	03/08/2017	Printed	A017	AMERICAN EXPRESS	AP Credit Card Payment 2/28/17	42,551.74
44527	03/08/2017	Printed	A544	GARY ANSIEL	Brake Caliper Kit/Shop	339.41
44528	03/08/2017	Printed	A901	AT&T-CALNET 3	Telephone Services 11/20-2/19	1,372.90
44529	03/08/2017	Printed	A592	AUTO ZONE, INC. #2804	Door Handle #49 Parks	11.40
44530	03/08/2017	Printed	B232	BIOMETRICS4ALL, INC.	Livescan Machine Annual Maint.	1,223.43
44531	03/08/2017	Printed	B684	LAURA P. BLAKE	Zumba Instructor A.M. Feb 2017	276.25
44532	03/08/2017	Printed	B731	BORG EQUIPMENT & SUPPLY CO. IN	Silencer Assembly, Sensor	223.17
44533	03/08/2017	Printed	B578	BRAWLEY MASONIC TEMPLE ASSO	Office Space Rent - March 2017	500.00
44534	03/08/2017	Printed	B269	BRAWLEY TRACTOR PARTS	Filter #3912 F.D.	40.12
44535	03/08/2017	Printed	B960	TYMIKA BROWN	BB Referee 2/25/17	80.00
44536	03/08/2017	Printed	C312	CA PUBLIC EMP. RETIREMENT SYST	March 2017 Medical Insurance	90,342.98
44537	03/08/2017	Printed	C458	CALED	CALED Membership/R. Moore	570.00
44538	03/08/2017	Printed	C1095	RIANNA MICHELLE CARRILLO	BB Scorekeeper 2/25, 2/27	66.00
44539	03/08/2017	Printed	C275	CDW GOVERNMENT, INC.	Monitor	442.27
44540	03/08/2017	Printed	D402	DAPPER TIRE CO., INC.	Tires #49 Parks	1,588.74
44541	03/08/2017	Printed	D103	DELTA DENTAL	Dental Insurance - March 2017	8,158.18
44542	03/08/2017	Printed	E402	EAN SERVICES, LLC	Vehicle Rental/J. Katzenstein,	1,176.16
44543	03/08/2017	Printed	E145	ELMS EQUIPMENT	Oil Mix	129.24
44544	03/08/2017	Printed	E101	EMPLOYMENT DEVELOPMENT	2016 4th Qtr Unemployment	3,313.00
44545	03/08/2017	Printed	F170	FRANKIE CHAVEZ MEMORIAL	Refund Park Lights Usage	20.00
44546	03/08/2017	Printed	G401	MARK GADDIS	Refund Deposit 315 S Eastern	110.34
44547	03/08/2017	Printed	G193	AMELIA GERBER	Refund Ovpmt 620 N 11th Street	37.70
44548	03/08/2017	Printed	G966	GIBSON & SCHAEFER, INC.	Concrete/Meserve Park	705.40
44549	03/08/2017	Printed	G216	DAYJANE A GRANBERRY	BB Referee 2/25/17	80.00
44550	03/08/2017	Printed	H119	HAAKER EQUIPMENT CO., INC.	Hose #105 Sewer	2,184.46
44551	03/08/2017	Printed	H182	HACH COMPANY, INC.	Photocell Kit, Formazin	818.57
44552	03/08/2017	Printed	H156	THE HOLT GROUP	PW Director & Consulting Srvc	17,107.50
44553	03/08/2017	Printed	H089	SANDI HOSKINS	Refund Deposit 899 Flammang	138.94
44554	03/08/2017	Printed	H377	HYDRAULICS & BEARING SUPPLY IN	Spiders	90.11
44555	03/08/2017	Void	03/08/2017		Void Check	0.00
44556	03/08/2017	Void	03/08/2017		Void Check	0.00
44557	03/08/2017	Printed	I301	IMPERIAL HARDWARE CO., INC.	Trash Cans	648.48
44558	03/08/2017	Printed	I103	IMPERIAL IRRIGATION DISTRIC	Power Bills 1/26/17-2/23/17	646.97
44559	03/08/2017	Printed	I443	IMPERIAL PRINTERS	Envelopes/Admin.	95.33
44560	03/08/2017	Printed	I567	IMPERIAL VALLEY PRESS	Annual Subscription #0232502	149.04

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Check Number	Check Date	Status	Vendor Number	Vendor Name	Check Description	Amount
44561	03/08/2017	Printed	I579	IMPERIAL VALLEY RESOURCE	Waste Disposal Fee	45.24
44562	03/08/2017	Printed	J720	JOL ENTERPRISES, INC	Main Street Lighting Project	600.00
44563	03/08/2017	Printed	K154	K-C WELDING RENTALS, INC.	Weedeater Line	313.20
44564	03/08/2017	Printed	K596	KAZ-BROS DESIGN SHOP	Sign/Meserve Park	30.17
44565	03/08/2017	Printed	L223	LANDMARK CONSULTANTS, INC.	Alyce Gereaux Park Renovations	7,445.75
44566	03/08/2017	Printed	L108	LEAGUE OF CALIFORNIA CITIES	LCC 2017 Membership Dues	9,919.00
44567	03/08/2017	Printed	L425	THE LIGHTHOUSE, INC.	LED Mini Bar #213 Engineering	237.34
44568	03/08/2017	Printed	M944	JAQUELINE MACIAS	Zumba Instructor P.M. Feb 2017	148.75
44569	03/08/2017	Printed	M019	ANGEL MALDONADO	BB Referee 2/27/17	16.00
44570	03/08/2017	Printed	M004	MCNEECE BROS OIL COMPANY	Fuel/Public Works	3,203.25
44571	03/08/2017	Printed	N125	NATIONAL PEN CO, LLC	Pens	120.34
44572	03/08/2017	Printed	N045	NORTHEND AUTOPARTS, INC.	Filters #3964 F.D.	282.93
44574	03/08/2017	Printed	O113	OK RUBBER TIRES	Tire Repair #21 Streets	157.70
44575	03/08/2017	Printed	O901	ORANGE COMMERCIAL CREDIT	Microbiology Analysis	837.00
44576	03/08/2017	Printed	O607	OSWALT & ASSOCIATES	Attorney Services - Feb. 2017	7,494.44
44577	03/08/2017	Printed	P604	PADRE USA	Wipes	79.76
44578	03/08/2017	Printed	P603	PGI	Replace Side Mirror #202	42.50
44579	03/08/2017	Printed	P903	PRINCIPAL FINANCIAL GROUP	Life Insurance - March 2017	3,075.92
44580	03/08/2017	Printed	P558	PRO RECORD STORAGE, INC.	Document Storage 2/1-2/28/17	405.16
44581	03/08/2017	Printed	P104	PUBLIC EMPLOYEES RETIREMENT	PERS 02/14/2017-02/27/2017	57,032.00
44582	03/08/2017	Printed	R964	R. GARCIA CONSTRUCTION	Refund Overpayment/BP#26904	1,000.00
44583	03/08/2017	Printed	R177	RDO WATER	Slip, Coupling, Knife	982.84
44584	03/08/2017	Printed	S379	JAYMI SANCHEZ	BB Scorekeeper 2/25/17	55.00
44585	03/08/2017	Printed	S803	SOUTHWEST WINDOW CLEANING	Window Cleaning/Admin Bldg	90.00
44586	03/08/2017	Printed	S760	SPECTRUM ADVERTISING	Video Tape Countil Mtg 2/7/17	500.00
44587	03/08/2017	Printed	S849	STILLS ELECTRIC	Install Dust to Dawn Fixtures	2,488.68
44588	03/08/2017	Printed	U404	UNIFIRST CORPORATION	Uniforms/Julian Jimenez	852.16
44589	03/08/2017	Printed	U290	UNION BANK, N.A.	CSCDA Annual Fee	105.00
44590	03/08/2017	Printed	V452	VISION SERVICE PLAN (CA), I	March Vision Insurance	1,970.43
44591	03/08/2017	Printed	W221	WAL-MART STORES, INC. #01-1555	Wipes, Face Tissue, Coffee	276.34
44592	03/08/2017	Printed	W825	WEST COAST INDUSTRIAL	Airport Reservoir Improvements	26,397.48
44593	03/08/2017	Printed	Z668	STEVEN ZAJDEL	BB Referee 2/27/17	16.00

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Checks Total (excluding void checks): 308,402.03

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Fund: 101 General Fund							
Dept: 000.000							
101-000,000-202.000	Accounts AMERICAN EXPRESS///		AP Credit Card Payment 2/28/17	44526	02/28/2017	03/08/2017	20,160.89
							<u>20,160.89</u>
						Total Dept. 000000:	20,160.89
Dept: 110.000 General Revenues							
101-110.000-410.910	Utility users GERBER/AMELIA//		Refund Ovpmt 620 N 11th Street	44547	02/28/2017	03/08/2017	2.80
							<u>2.80</u>
						Total Dept. General Revenues:	2.80
Dept: 111.000 City Council							
101-111.000-730.200	Technical SPECTRUM ADVERTISING///	13154	Video Tape Countil Mtg 2/7/17	44586	02/22/2017	03/08/2017	500.00
							<u>500.00</u>
101-111.000-750.200	VERIZON WIRELESS		Ipad Mobile Broadband	371	02/15/2017	03/08/2017	114.03
							<u>114.03</u>
101-111.000-750.400	Travel BRAWLEY CHAMBER OF	15644	Mayor's Breakfast 2/24/17	363	02/27/2017	03/08/2017	120.00
							<u>120.00</u>
						Total Dept. City Council:	734.03
Dept: 112.000 City Clerk							
101-112.000-710.300	P E R S PUBLIC EMPLOYEES		PERS 02/14/2017-02/27/2017	44581	03/07/2017	03/08/2017	399.35
							<u>399.35</u>
101-112.000-720.100	Office 360 BUSINESS PRODUCTS///		Binder Clips, Rubber Bands	44520	02/23/2017	03/08/2017	20.08
							<u>20.08</u>
101-112.000-720.200	Books and IMPERIAL VALLEY PRESS///		Annual Subscription #0232502	44560	02/24/2017	03/08/2017	149.04
							<u>149.04</u>
101-112.000-730.200	Technical PRO RECORD STORAGE,	0018177	Document Storage 2/1-2/28/17	44580	03/01/2017	03/08/2017	0.75
							<u>0.75</u>
101-112.000-740.400	Rent PRO RECORD STORAGE,	0018177	Document Storage 2/1-2/28/17	44580	03/01/2017	03/08/2017	113.08
							<u>113.08</u>
101-112.000-750.400	Travel BRAWLEY CHAMBER OF	15644	Mayor's Breakfast 2/24/17	363	02/27/2017	03/08/2017	15.00
	BRAWLEY CHAMBER OF	15644	Mayor's Breakfast 2/24/17	363	02/27/2017	03/08/2017	30.00
							<u>45.00</u>
						Total Dept. City Clerk:	727.30
Dept: 131.000 City Manager							
101-131.000-710.300	P E R S PUBLIC EMPLOYEES		PERS 02/14/2017-02/27/2017	44581	03/07/2017	03/08/2017	480.19
							<u>480.19</u>

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	VERIZON WIRELESS		Ipad Mobile Broadband	371	02/15/2017	03/08/2017	38.01
							38.01
101-131,000-750.600	CALED///		CALED Membership/R. Moore	44537	02/16/2017	03/08/2017	570.00
							570.00
Total Dept. City Manager:							1,088.20
Dept: 151.000 Finance							
101-151,000-710.300	P E R S PUBLIC EMPLOYEES		PERS 02/14/2017-02/27/2017	44581	03/07/2017	03/08/2017	1,118.87
							1,118.87
101-151,000-730.200	Technical PRO RECORD STORAGE,		Document Storage 2/1-2/28/17	44580	03/06/2017	03/08/2017	10.00
							10.00
101-151,000-740.400	Rent PRO RECORD STORAGE,		Document Storage 2/1-2/28/17	44580	03/06/2017	03/08/2017	175.56
							175.56
101-151,000-750.400	Travel BRAWLEY CHAMBER OF EAN SERVICES, LLC///	15644	Mayor's Breakfast 2/24/17	363	02/27/2017	03/08/2017	15.00
		12604732	Vehicle Rental/J. Katzenstein,	44542	02/28/2017	03/08/2017	36.34
							51.34
Total Dept. Finance:							1,355.77
Dept: 152.000 Utility Billing							
101-152,000-710.300	P E R S PUBLIC EMPLOYEES		PERS 02/14/2017-02/27/2017	44581	03/07/2017	03/08/2017	448.60
							448.60
101-152,000-750.750	Overages R. GARCIA CONSTRUCTION///		Refund Overpayment/BP#26904	44582	03/03/2017	03/08/2017	1,000.00
							1,000.00
Total Dept. Utility Billing:							1,448.60
Dept: 153.000 Personnel							
101-153,000-710.300	P E R S PUBLIC EMPLOYEES		PERS 02/14/2017-02/27/2017	44581	03/07/2017	03/08/2017	283.23
							283.23
101-153,000-720.100	Office IMPERIAL PRINTERS///	93134	Envelopes/Admin.	44559	02/01/2017	03/08/2017	95.33
							95.33
101-153,000-730.200	Technical PRO RECORD STORAGE,	0018259	Document Storage 2/1-2/28/17	44580	03/01/2017	03/08/2017	56.05
							56.05
101-153,000-740.100	Repair & BIOMETRICS4ALL, INC.///		Livescan Machine Annual Maint.	44530	03/01/2017	03/08/2017	1,207.68
							1,207.68
101-153,000-740.400	Rent PRO RECORD STORAGE,	0018259	Document Storage 2/1-2/28/17	44580	03/01/2017	03/08/2017	49.72
							49.72
101-153,000-750.200	BIOMETRICS4ALL, INC.///		Relay Fees 2/1-2/31/16	44530	03/01/2017	03/08/2017	15.75
							15.75

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101-153.000-750.300	Advertising & PORAC///	850	Ad/Police Chief	366	02/15/2017	03/08/2017	300.00
							300.00
101-153.000-750.400	Travel BRAWLEY CHAMBER OF	15644	Mayor's Breakfast 2/24/17	363	02/27/2017	03/08/2017	15.00
							15.00
Total Dept. Personnel:							2,022.76
Dept: 161.000 City Attorney							
101-161.000-730.100	Professional OSWALT & ASSOCIATES///	9907	Attorney Services - Feb. 2017	44576	02/28/2017	03/08/2017	7,494.44
							7,494.44
Total Dept. City Attorney:							7,494.44
Dept: 171.000 Planning							
101-171.000-710.300	P E R S PUBLIC EMPLOYEES		PERS 02/14/2017-02/27/2017	44581	03/07/2017	03/08/2017	399.22
							399.22
101-171.000-720.100	Office WAL-MART STORES, INC.	06203	Dividers, Post-Its, Face	44591	02/28/2017	03/08/2017	7.08
							7.08
101-171.000-721.200	Other WAL-MART STORES, INC.	06203	Dividers, Post-Its, Face	44591	02/28/2017	03/08/2017	5.29
							5.29
101-171.000-750.400	Travel BRAWLEY CHAMBER OF	15644	Mayor's Breakfast 2/24/17	363	02/27/2017	03/08/2017	30.00
							30.00
Total Dept. Planning:							441.59
Dept: 181.000 Information							
101-181.000-710.300	P E R S PUBLIC EMPLOYEES		PERS 02/14/2017-02/27/2017	44581	03/07/2017	03/08/2017	183.23
							183.23
101-181.000-721.900	Small tools & CDW GOVERNMENT, INC.///		Adapter	44539	02/20/2017	03/08/2017	21.05
	CDW GOVERNMENT, INC.///	FJB5047	Monitor	44539	02/01/2017	03/08/2017	351.80
							372.85
101-181.000-740.100	Repair & CDW GOVERNMENT, INC.///		Extended Service Agreement	44539	02/01/2017	03/08/2017	69.42
							69.42
101-181.000-750.200	VERIZON WIRELESS		Ipad Mobile Broadband	371	02/15/2017	03/08/2017	38.01
							38.01
Total Dept. Information technology:							663.51
Dept: 191.000 Non-departmental							
101-191.000-740.100	Repair & O'MALLEY PLUMBING/JIM//	238480	Repair Toilet/Admin.	44573	02/01/2017	03/08/2017	91.00
							91.00
101-191.000-740.200	Cleaning ALSCO AMERICAN LINEN		Cleaning Services	44524	02/27/2017	03/08/2017	18.05
	ALSCO AMERICAN LINEN		Cleaning Services	44524	02/27/2017	03/08/2017	15.00

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	SOUTHWEST WINDOW	2258	Window Cleaning/Admin Bldg	44585	02/23/2017	03/08/2017	90.00
							123.05
101-191.000-750.200	AT&T-CALNET 3///		Telephone Services 11/20-2/19	44528	02/20/2017	03/08/2017	1,372.90
							1,372.90
101-191.000-750.600	LEAGUE OF CALIFORNIA	168775	LCC 2017 Membership Dues	44566	02/01/2017	03/08/2017	9,919.00
							9,919.00
							Total Dept. Non-departmental: 11,505.95
Dept: 211.000 Police Protection							
101-211.000-710.300	P E R S						
	PUBLIC EMPLOYEES		PERS 02/14/2017-02/27/2017	44581	03/07/2017	03/08/2017	11,641.39
	PUBLIC EMPLOYEES		PERS 02/14/2017-02/27/2017	44581	03/07/2017	03/08/2017	2,067.27
							13,708.66
101-211.000-721.200	Other						
	IMPERIAL HARDWARE CO.,	470062/2	Potting Mix, Flowers	44557	03/01/2017	03/08/2017	20.44
	MALLORY SAFETY & SUPPLY	4218449	Gloves	364	02/20/2017	03/08/2017	118.42
	PADRE USA///	16003942	Wipes	44577	02/01/2017	03/08/2017	79.76
							218.62
101-211.000-730.100	Professional						
	U.S. HEALTHWORKS		POST Medical Evaluation	369	02/17/2017	03/08/2017	921.00
							921.00
101-211.000-740.100	Repair &						
	AIRWAVE COMMUNICATIONS	606600	March Radio Maint. Contract	44521	02/28/2017	03/08/2017	523.00
	STILLS ELECTRIC///	5454	Replace Ballast	44587	02/23/2017	03/08/2017	147.31
	STILLS ELECTRIC///	5421	Connected Wiring	44587	02/01/2017	03/08/2017	157.50
							827.81
101-211.000-740.200	Cleaning						
	ALSCO AMERICAN LINEN		Cleaning Services	44524	02/27/2017	03/08/2017	135.29
							135.29
101-211.000-750.200	VERIZON WIRELESS		Mobile Broadband/Police Dept.	371	02/15/2017	03/08/2017	478.17
							478.17
101-211.000-750.400	Travel						
	BRAWLEY CHAMBER OF	15644	Mayor's Breakfast 2/24/17	363	02/27/2017	03/08/2017	45.00
							45.00
							Total Dept. Police Protection: 16,334.55
Dept: 211.300 Graffiti Abatement							
101-211.300-721.200	Other						
	WAL-MART STORES, INC.	01162	Spray Paint, Paint, Bucket	44591	03/01/2017	03/08/2017	102.88
							102.88
							Total Dept. Graffiti Abatement: 102.88
Dept: 221.000 Fire Department							
101-221.000-710.300	P E R S						
	PUBLIC EMPLOYEES		PERS 02/14/2017-02/27/2017	44581	03/07/2017	03/08/2017	7,912.28
							7,912.28
101-221.000-750.400	Travel						
	BRAWLEY CHAMBER OF	15644	Mayor's Breakfast 2/24/17	363	02/27/2017	03/08/2017	15.00
							15.00

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Total Dept. Fire Department:							7,927.28
Dept: 221.100 Fire Station #2							
101-221.100-750.200	AT&T		U-Verse Internet 2/24-3/23/17	362	02/23/2017	03/08/2017	50.00
							50.00
Total Dept. Fire Station #2:							50.00
Dept: 231.000 Building Inspection							
101-231.000-710.300	P E R S PUBLIC EMPLOYEES		PERS 02/14/2017-02/27/2017	44581	03/07/2017	03/08/2017	751.90
							751.90
Total Dept. Building Inspection:							751.90
Dept: 241.000 Animal Control							
101-241.000-710.300	P E R S PUBLIC EMPLOYEES		PERS 02/14/2017-02/27/2017	44581	03/07/2017	03/08/2017	131.06
							131.06
101-241.000-725.400	Fuel MCNEECE BROS OIL	844314	Fuel/Public Works	44570	02/01/2017	03/08/2017	274.00
							274.00
Total Dept. Animal Control:							405.06
Dept: 311.000 Engineering							
101-311.000-710.300	P E R S PUBLIC EMPLOYEES		PERS 02/14/2017-02/27/2017	44581	03/07/2017	03/08/2017	994.10
							994.10
101-311.000-720.100	Office OFFICE DEPOT, INC./// OFFICE DEPOT, INC.///		Manila Folders, Dividers Return Monitor Stand	365 365	02/22/2017 02/13/2017	03/08/2017 03/08/2017	208.77 -20.46
							188.31
101-311.000-725.400	Fuel MCNEECE BROS OIL	844314	Fuel/Public Works	44570	02/01/2017	03/08/2017	24.69
							24.69
101-311.000-730.100	Professional HOLT GROUP/THE// HOLT GROUP/THE// LANDMARK CONSULTANTS, LANDMARK CONSULTANTS, LANDMARK CONSULTANTS,	17-01-005 17-01-019 LE0117-30 LE0117-58 LE0217-17	Alyce Gereaux Park Renovations PW Director & Consulting Srvc Alyce Gereaux Park Renovations Alyce Gereaux Park Renovations Alyce Gereaux Park Renovations	44552 44552 44565 44565 44565	02/01/2017 02/01/2017 02/01/2017 02/06/2017 02/22/2017	03/08/2017 03/08/2017 03/08/2017 03/08/2017 03/08/2017	1,657.50 15,450.00 1,857.25 1,181.25 4,407.25
							24,553.25
101-311.000-750.210	Postage UNITED PARCEL SERVICE,		Mailings - Engineering	370	02/25/2017	03/08/2017	103.20
							103.20
Total Dept. Engineering:							25,863.55
Dept: 411.000 Community							
101-411.000-710.300	P E R S PUBLIC EMPLOYEES		PERS 02/14/2017-02/27/2017	44581	03/07/2017	03/08/2017	279.12
							279.12
Total Dept. Community Development:							279.12
Dept: 511.000 Parks							
101-511.000-710.300	P E R S						

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	PUBLIC EMPLOYEES		PERS 02/14/2017-02/27/2017	44581	03/07/2017	03/08/2017	922.90
							922.90
101-511.000-720.600	Plumbing						
	RDO WATER	J23521	Valve	44583	02/23/2017	03/08/2017	76.41
	RDO WATER	J23522	Coupling, Male Adapter	44583	02/23/2017	03/08/2017	25.98
							102.39
101-511.000-721.100	Uniforms						
	UNIFIRST CORPORATION///	360 1472362	Uniforms/Alfredo Navarro	44588	03/02/2017	03/08/2017	198.05
	UNIFIRST CORPORATION///	360 1454489	Uniforms/Miguel Perez	44588	02/01/2017	03/08/2017	134.94
	UNIFIRST CORPORATION///	360 1463108	Uniforms/Miguel Perez	44588	02/09/2017	03/08/2017	126.71
							459.70
101-511.000-721.200	Other						
	ELMS EQUIPMENT///		Weedeater Line	44543	02/22/2017	03/08/2017	77.52
	ELMS EQUIPMENT///		Oil Mix	44543	02/24/2017	03/08/2017	51.72
	IMPERIAL HARDWARE CO.,	469764/2	Padlock	44557	02/27/2017	03/08/2017	11.48
	IMPERIAL HARDWARE CO.,	469889/2	Keys	44557	02/28/2017	03/08/2017	8.37
	IMPERIAL HARDWARE CO.,	469333/2	Marking Spray	44557	02/23/2017	03/08/2017	12.74
	IMPERIAL HARDWARE CO.,	469572/2	Trash Cans	44557	02/24/2017	03/08/2017	25.86
	K-C WELDING RENTALS,	15061	Weedeater Line	44563	02/24/2017	03/08/2017	87.25
	MALLORY SAFETY & SUPPLY	4215834	Respirator Masks, Gloves	364	02/15/2017	03/08/2017	81.36
							356.30
101-511.000-750.400	Travel						
	BRAWLEY CHAMBER OF	15644	Mayor's Breakfast 2/24/17	363	02/27/2017	03/08/2017	30.00
							30.00
101-511.000-800.300							
	IMPERIAL HARDWARE CO.,	469919/2	Bolts, Shields, Flange/	44557	02/28/2017	03/08/2017	5.15
	IMPERIAL HARDWARE CO.,	469876/2	Drill Bits, Wedge Anchors/	44557	02/28/2017	03/08/2017	30.00
	O'MALLEY PLUMBING/JIM//	91668	Angle Stop, Tee/Beechy Field	44573	02/28/2017	03/08/2017	60.02
							95.17
Total Dept. Parks:							1,966.46
Dept: 521.000 Recreation & Lions							
101-521.000-710.300	P E R S						
	PUBLIC EMPLOYEES		PERS 02/14/2017-02/27/2017	44581	03/07/2017	03/08/2017	402.78
							402.78
101-521.000-720.100	Office						
	NATIONAL PEN CO, LLC///		Pens	44571	02/21/2017	03/08/2017	120.34
	STAPLES ADVANTAGE///		Letterhead	368	02/18/2017	03/08/2017	54.90
	STAPLES ADVANTAGE///		Letterhead	368	02/18/2017	03/08/2017	53.82
							229.06
101-521.000-720.600	Plumbing						
	IMPERIAL HARDWARE CO.,	469799/2	Washers, Nuts, Bolts	44557	02/27/2017	03/08/2017	6.07
							6.07
101-521.000-720.800	Janitorial						
	WAL-MART STORES, INC.	07268	Wipes, Face Tissue, Coffee	44591	02/27/2017	03/08/2017	46.17
							46.17
101-521.000-721.110	Food and						
	WAL-MART STORES, INC.	07268	Wipes, Face Tissue, Coffee	44591	02/27/2017	03/08/2017	12.87
							12.87
101-521.000-721.200	Other						
	IMPERIAL HARDWARE CO.,	469886/2	Paint Thinner, Primer, Bolts	44557	02/28/2017	03/08/2017	31.93
	WAL-MART STORES, INC.	07268	Wipes, Face Tissue, Coffee	44591	02/27/2017	03/08/2017	53.17

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							85.10
101-521.000-740.100	Repair & STILLS ELECTRIC///	5464	Replace Fuse Holder	44587	02/23/2017	03/08/2017	975.44
							975.44
101-521.000-740.200	Cleaning ALSCO AMERICAN LINEN		Cleaning Services	44524	02/27/2017	03/08/2017	27.88
							27.88
Total Dept. Recreation & Lions Center:							1,785.37
Dept: 521.100 Recreation Leagues							
101-521.100-440.430	Recreation FRANKIE CHAVEZ	003811	Refund Park Lights Usage	44545	02/24/2017	03/08/2017	20.00
							20.00
101-521.100-730.200	Technical AMADOR/ELENA// BLAKE/LAURA P.// BROWN/TYMIKA// CARRILLO/RIANNA GRANBERRY/DAYJANE A// MACIAS/JAQUELINE// MACIAS/JAQUELINE// MALDONADO/ANGEL// SANCHEZ/JAYMI// ZAJDEL/STEVEN//		BB Scorekeeper 2/27/17 Zumba Instructor A.M. Feb 2017 BB Referee 2/25/17 BB Scorekeeper 2/25, 2/27 BB Referee 2/25/17 Zumba Instructor P.M. Jan 2017 Zumba Instructor P.M. Feb 2017 BB Referee 2/27/17 BB Scorekeeper 2/25/17 BB Referee 2/27/17	44525 44531 44535 44538 44549 44568 44568 44569 44584 44593	02/28/2017 03/02/2017 02/28/2017 02/28/2017 02/28/2017 03/02/2017 03/02/2017 02/28/2017 02/28/2017 02/28/2017	03/08/2017 03/08/2017 03/08/2017 03/08/2017 03/08/2017 03/08/2017 03/08/2017 03/08/2017 03/08/2017 03/08/2017	16.00 276.25 80.00 66.00 80.00 85.00 63.75 16.00 55.00 16.00
							754.00
Total Dept. Recreation Leagues:							774.00
Dept: 522.000 Senior Citizens							
101-522.000-720.500	Electrical STILLS ELECTRIC///	5475	LED Fixtures	44587	02/24/2017	03/08/2017	893.43
							893.43
101-522.000-730.200	Technical STILLS ELECTRIC///	5476	Install Dust to Dawn Fixtures	44587	02/24/2017	03/08/2017	315.00
							315.00
101-522.000-750.200	AT&T		U-Verse Internet 2/24-3/23/17	362	02/23/2017	03/08/2017	55.00
							55.00
Total Dept. Senior Citizens Center:							1,263.43
Dept: 551.000 Library							
101-551.000-710.300	P E R S PUBLIC EMPLOYEES		PERS 02/14/2017-02/27/2017	44581	03/07/2017	03/08/2017	794.25
							794.25
101-551.000-740.400	Rent BRAWLEY MASONIC TEMPLE		Office Space Rent - March 2017	44533	03/03/2017	03/08/2017	500.00
							500.00
101-551.000-750.400	Travel BRAWLEY CHAMBER OF EAN SERVICES, LLC///	15644 12604732	Mayor's Breakfast 2/24/17 Vehicle Rental/J. Katzenstein,	363 44542	02/27/2017 02/28/2017	03/08/2017 03/08/2017	60.00 1,139.82
							1,199.82
Total Dept. Library:							2,494.07

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101-551,100-710.300	P E R S PUBLIC EMPLOYEES		PERS 02/14/2017-02/27/2017	44581	03/07/2017	03/08/2017	328.82
							<u>328.82</u>
							Total Dept. Library Grant - LAMBS: 328.82
							Total Fund General Fund: 107,972.33
Fund: 211 Gas Tax							
Dept: 312.000 Street Maintenance							
211-312,000-710.300	P E R S PUBLIC EMPLOYEES		PERS 02/14/2017-02/27/2017	44581	03/07/2017	03/08/2017	569.76
							<u>569.76</u>
211-312,000-721.100	Uniforms UNIFIRST CORPORATION///	360 1454475	Uniforms/Julian Jimenez	44588	02/01/2017	03/08/2017	200.82
							<u>200.82</u>
211-312,000-730.100	Professional JOL ENTERPRISES, INC///	3057	Main Street Lighting Project	44562	02/20/2017	03/08/2017	600.00
							<u>600.00</u>
							Total Dept. Street Maintenance & 1,370.58
							Total Fund Gas Tax: 1,370.58
Fund: 215 Measure D - Sales Tax							
Dept: 000.000							
215-000,000-202.000	Accounts AMERICAN EXPRESS///		AP Credit Card Payment 2/28/17	44526	02/28/2017	03/08/2017	17,496.54
							<u>17,496.54</u>
							Total Dept. 000000: 17,496.54
							Total Fund Measure D - 17,496.54
Fund: 222 Law Enforcement							
Dept: 211.100 Pol. Prot. - traffic							
222-211,100-800.500	Vehicles AIRWAVE COMMUNICATIONS	431346	Install Emergency Vehicle	44521	02/10/2017	03/08/2017	4,352.74
							<u>4,352.74</u>
							Total Dept. Pol. Prot. - traffic offender: 4,352.74
							Total Fund Law 4,352.74
Fund: 451 Developer							
Dept: 521.400 Recreational							
451-521,400-800.200	Buildings						
	ALL VALLEY FENCE &	4876C	Fence Material/Meserve Park	44522	02/15/2017	03/08/2017	115.18
	GIBSON & SCHAEFER, INC.///	67641	Concrete/Meserve Park	44548	02/10/2017	03/08/2017	705.40
	IMPERIAL HARDWARE CO.,	469573/2	Soap Spray/Meserve Park	44557	02/24/2017	03/08/2017	12.38
	IMPERIAL HARDWARE CO.,	469415/2	Ell/Meserve Park	44557	02/23/2017	03/08/2017	3.77
	IMPERIAL HARDWARE CO.,	469485/2	Sprayer, Soap Spray/Meserve	44557	02/24/2017	03/08/2017	35.70
	IMPERIAL HARDWARE CO.,	469503/2	Anchors, Soap Spray/Meserve	44557	02/24/2017	03/08/2017	5.30
	KAZ-BROS DESIGN SHOP	1862	Sign/Meserve Park	44564	02/27/2017	03/08/2017	30.17
	WAL-MART STORES, INC.	07268	Wipes, Face Tissue, Coffee	44591	02/27/2017	03/08/2017	48.88
							<u>956.78</u>
							Total Dept. Recreational facilities: 956.78

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Total Fund Developer							956.78
Fund: 501 Water							
Dept: 000.000							
501-000.000-201.701	Retention - WEST COAST INDUSTRIAL//	5	Airport Reservoir Improvements	44592	02/28/2017	03/08/2017	26,397.48
							26,397.48
501-000.000-202.000	Accounts AMERICAN EXPRESS//		AP Credit Card Payment 2/28/17	44526	02/28/2017	03/08/2017	2,324.88
							2,324.88
501-000.000-205.200	Water GADDIS/MARK//		Refund Deposit 315 S Eastern	44546	02/24/2017	03/08/2017	110.34
	HOSKINS/SANDI//		Refund Deposit 899 Flammang	44553	03/01/2017	03/08/2017	138.94
							249.28
Total Dept. 000000:							28,971.64
Dept: 321.000 Water Treatment							
501-321.000-710.300	P E R S PUBLIC EMPLOYEES		PERS 02/14/2017-02/27/2017	44581	03/07/2017	03/08/2017	1,293.79
							1,293.79
501-321.000-720.300	Chemicals IMPERIAL HARDWARE CO.,	469084/2	Trash Bags, Weed Killer, Bulb	44557	02/21/2017	03/08/2017	35.43
							35.43
501-321.000-720.500	Electrical IMPERIAL HARDWARE CO.,	469084/2	Trash Bags, Weed Killer, Bulb	44557	02/21/2017	03/08/2017	52.37
	IMPERIAL HARDWARE CO.,	469110/2	Fluorescent Tube, Hammer	44557	02/21/2017	03/08/2017	35.01
							87.38
501-321.000-720.600	Plumbing RDO WATER	J23596	Slip, Coupling, Knife	44583	02/27/2017	03/08/2017	32.41
							32.41
501-321.000-720.700	Construction RDO WATER	J23251	PVC Pipe	44583	02/09/2017	03/08/2017	848.04
							848.04
501-321.000-721.200	Other HACH COMPANY, INC.//	10325967	Power Adapter Kit	44551	02/16/2017	03/08/2017	149.25
	HACH COMPANY, INC.//	10329595	Photocell Kit, Formazin	44551	02/20/2017	03/08/2017	669.32
	HYDRAULICS & BEARING	54151	Spiders	44554	02/01/2017	03/08/2017	90.11
	IMPERIAL HARDWARE CO.,	469084/2	Trash Bags, Weed Killer, Bulb	44557	02/21/2017	03/08/2017	16.69
	IMPERIAL HARDWARE CO.,	469110/2	Fluorescent Tube, Hammer	44557	02/21/2017	03/08/2017	5.07
	IMPERIAL HARDWARE CO.,	469374/2	Penetrant, Lube	44557	02/23/2017	03/08/2017	10.12
	IMPERIAL HARDWARE CO.,	469378/2	Lube	44557	02/23/2017	03/08/2017	7.76
	IMPERIAL HARDWARE CO.,	469381/2	Clamps, Markers	44557	02/23/2017	03/08/2017	37.84
	IMPERIAL HARDWARE CO.,	469396/2	Caulk, Caulk Gun	44557	02/23/2017	03/08/2017	16.28
	IMPERIAL HARDWARE CO.,	469587/2	Filter	44557	02/24/2017	03/08/2017	4.87
	IMPERIAL HARDWARE CO.,	469597/2	Filters	44557	02/24/2017	03/08/2017	13.79
	IMPERIAL HARDWARE CO.,	469599/2	Keys	44557	02/24/2017	03/08/2017	4.18
	K-C WELDING RENTALS,	14938	Bolts, Nuts, Washers	44563	02/15/2017	03/08/2017	10.82
	K-C WELDING RENTALS,	14948	Bolts, Nuts, Washers	44563	02/15/2017	03/08/2017	15.13
							1,051.23
501-321.000-721.900	Small tools & IMPERIAL HARDWARE CO.,	468504/2	Flat Bar	44557	02/15/2017	03/08/2017	10.96
	IMPERIAL HARDWARE CO.,	469110/2	Fluorescent Tube, Hammer	44557	02/21/2017	03/08/2017	24.29
	IMPERIAL HARDWARE CO.,	469396/2	Caulk, Caulk Gun	44557	02/23/2017	03/08/2017	6.65
	IMPERIAL HARDWARE CO.,	469285/2	Step Ladder	44557	02/22/2017	03/08/2017	42.33

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Fund/Dept/Acct	Vendor Name	Invoice #	Invoice Desc.	Check #	Due Date	Check Date	Amount
							<u>84.23</u>
501-321.000-725.400	Fuel MCNEECE BROS OIL	844314	Fuel/Public Works	44570	02/01/2017	03/08/2017	151.36
							<u>151.36</u>
501-321.000-730.100	Professional IMPERIAL VALLEY	1427	Waste Disposal Fee	44561	02/15/2017	03/08/2017	45.24
							<u>45.24</u>
501-321.000-730.200	Technical ORANGE COMMERCIAL	8611	Microbioloy Analysis	44575	02/21/2017	03/08/2017	271.00
	ORANGE COMMERCIAL	8602	Microbiology Analysis	44575	02/13/2017	03/08/2017	271.00
							<u>542.00</u>
501-321.000-740.200	Cleaning ALSCO AMERICAN LINEN		Cleaning Services	44524	02/27/2017	03/08/2017	56.30
							<u>56.30</u>
						Total Dept. Water Treatment:	<u>4,227.41</u>
Dept: 322.000	Water Distribution						
501-322.000-710.300	P E R S PUBLIC EMPLOYEES		PERS 02/14/2017-02/27/2017	44581	03/07/2017	03/08/2017	982.73
							<u>982.73</u>
501-322.000-721.100	Uniforms K-C WELDING RENTALS, UNIFIRST CORPORATION///	75444	Safety Boots/Ricardo Rosales	44563	02/27/2017	03/08/2017	200.00
		360 1454493	Uniforms/Jake Encinas	44588	02/01/2017	03/08/2017	191.64
							<u>391.64</u>
501-322.000-721.200	Other NORTHEND AUTOPARTS,	581815	Coupler, Gauge	44572	02/27/2017	03/08/2017	56.19
							<u>56.19</u>
501-322.000-725.200	Electricity IMPERIAL IRRIGATION		Power Bills 1/26/17-2/23/17	44558	02/27/2017	03/08/2017	576.89
							<u>576.89</u>
501-322.000-725.400	Fuel MCNEECE BROS OIL	844314	Fuel/Public Works	44570	02/01/2017	03/08/2017	2,491.65
							<u>2,491.65</u>
501-322.000-730.200	Technical UNION BANK, N.A.///	1012651	CSCDA Annual Fee	44589	02/01/2017	03/08/2017	105.00
							<u>105.00</u>
						Total Dept. Water Distribution:	<u>4,604.10</u>
						Total Fund Water:	<u>37,803.15</u>
Fund: 511	Wastewater						
Dept: 000.000							
511-000.000-202.000	Accounts AMERICAN EXPRESS///		AP Credit Card Payment 2/28/17	44526	02/28/2017	03/08/2017	1,923.40
							<u>1,923.40</u>
						Total Dept. 000000:	<u>1,923.40</u>
Dept: 331.000	Wastewater						
511-331.000-440.730	Sewer GERBER/AMELIA//		Refund Amount 620 N 11th Street	44547	02/28/2017	03/08/2017	14.04
							<u>14.04</u>

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Fund/Dept/Acct	Vendor Name	Invoice #	Invoice Desc.	Check #	Due Date	Check Date	Amount
511-331.000-710.300	P E R S PUBLIC EMPLOYEES		PERS 02/14/2017-02/27/2017	44581	03/07/2017	03/08/2017	483.33
							<u>483.33</u>
511-331.000-730.200	Technical ORANGE COMMERCIAL	8606	Ammonia Samples	44575	02/13/2017	03/08/2017	295.00
							<u>295.00</u>
							Total Dept. Wastewater Collection: 792.37
Dept: 332.000 Wastewater							
511-332.000-710.300	P E R S PUBLIC EMPLOYEES		PERS 02/14/2017-02/27/2017	44581	03/07/2017	03/08/2017	997.12
							<u>997.12</u>
511-332.000-725.400	Fuel MCNEECE BROS OIL	844314	Fuel/Public Works	44570	02/01/2017	03/08/2017	261.55
							<u>261.55</u>
							Total Dept. Wastewater treatment: 1,258.67
							Total Fund Wastewater: 3,974.44
Fund: 521 Solid Waste							
Dept: 341.000 Solid Waste							
521-341.000-440.740	Solid waste GERBER/AMELIA//		Refund Ovprmt 620 N 11th Street	44547	02/28/2017	03/08/2017	20.86
							<u>20.86</u>
							Total Dept. Solid Waste Collection: 20.86
							Total Fund Solid Waste: 20.86
Fund: 531 Airport							
Dept: 351.000 Airport							
531-351.000-725.200	Electricity IMPERIAL IRRIGATION	50046164	Power Bills 9/29/16-1/31/17	44558	02/08/2017	03/08/2017	70.08
							<u>70.08</u>
531-351.000-750.400	Travel BRAWLEY CHAMBER OF	15644	Mayor's Breakfast 2/24/17	363	02/27/2017	03/08/2017	15.00
							<u>15.00</u>
							Total Dept. Airport: 85.08
							Total Fund Airport: 85.08
Fund: 601 Maintenance							
Dept: 000.000							
601-000.000-202.000	Accounts AMERICAN EXPRESS//		AP Credit Card Payment 2/28/17	44526	02/28/2017	03/08/2017	646.03
							<u>646.03</u>
							Total Dept. 000000: 646.03
Dept: 801.000 Vehicle							
601-801.000-710.300	P E R S PUBLIC EMPLOYEES		PERS 02/14/2017-02/27/2017	44581	03/07/2017	03/08/2017	445.87
							<u>445.87</u>
601-801.000-720.400	Automotive						

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Fund/Dept/Acct	Vendor Name	Invoice #	Invoice Desc.	Check #	Due Date	Check Date	Amount
	AUTO ZONE, INC. #2804///		Brake Pads #202 Distribution	44529	02/27/2017	03/08/2017	107.74
	AUTO ZONE, INC. #2804///		Return Brake Pads	44529	02/27/2017	03/08/2017	-107.74
	AUTO ZONE, INC. #2804///		Brake Pads #202 Distribution	44529	02/27/2017	03/08/2017	107.74
	AUTO ZONE, INC. #2804///		Door Handle #49 Parks	44529	02/27/2017	03/08/2017	26.48
	BRAWLEY TRACTOR	0012872	Filter #3912 F.D.	44534	02/21/2017	03/08/2017	40.12
	DAPPER TIRE CO., INC.///	44211630	Tires #49 Parks	44540	02/23/2017	03/08/2017	694.57
	HAAKER EQUIPMENT CO.,	C29516	Hose #105 Sewer	44550	02/27/2017	03/08/2017	2,184.46
	IMPERIAL HARDWARE CO.,	469847/2	Dish Soap/Shop	44557	02/28/2017	03/08/2017	7.34
	IMPERIAL HARDWARE CO.,	469808/2	Drawer Lock #45 Parks	44557	02/27/2017	03/08/2017	14.68
	LIGHTHOUSE, INC./THE//	0320312	LED Mini Bar #213 Engineering	44567	02/20/2017	03/08/2017	237.34
	NORTHEND AUTOPARTS,	581831	Filters/Shop	44572	02/27/2017	03/08/2017	41.73
	NORTHEND AUTOPARTS,	581836	Filters #3964 F.D.	44572	02/27/2017	03/08/2017	69.23
							3,423.69
601-801.000-720.410	Tires						
	DAPPER TIRE CO., INC.///	44211629	Tires #1151 P.D.	44540	02/23/2017	03/08/2017	894.17
							894.17
601-801.000-720.500	Electrical						
	AUTO ZONE, INC. #2804///		Credit/Battery Warranty	44529	02/23/2017	03/08/2017	-122.82
	IMPERIAL HARDWARE CO.,	470301/2	Lighted Cord	44557	03/03/2017	03/08/2017	68.95
							-53.87
601-801.000-721.200	Other						
	BORG EQUIPMENT & SUPPLY		Silencer Assembly, Sensor	44532	02/23/2017	03/08/2017	223.17
	IMPERIAL HARDWARE CO.,	470302/2	Spray Paint	44557	03/03/2017	03/08/2017	16.60
	IMPERIAL HARDWARE CO.,	469847/2	Dish Soap/Shop	44557	02/28/2017	03/08/2017	8.08
							247.85
601-801.000-721.900	Small tools &						
	ANSIEL/GARY//		Brake Caliper Kit/Shop	44527	02/24/2017	03/08/2017	339.41
	NORTHEND AUTOPARTS,	581635	Swivel Grease Fitting Tool/	44572	02/24/2017	03/08/2017	115.78
							455.19
601-801.000-740.100	Repair &						
	OK RUBBER TIRES///	54108	Tire Repair #22 WTP	44574	02/01/2017	03/08/2017	92.70
	OK RUBBER TIRES///	54208	Tire Repair #21 Streets	44574	02/01/2017	03/08/2017	65.00
	PGI	21667	Replace Side Mirror #202	44578	02/28/2017	03/08/2017	42.50
							200.20
601-801.000-740.200	Cleaning						
	ALSCO AMERICAN LINEN		Uniform Cleaning Services	44524	02/27/2017	03/08/2017	25.32
							25.32
601-801.000-750.400	Travel						
	SOUTHWEST AIRLINES///		Flight/Pete Sanchez	367	02/16/2017	03/08/2017	461.88
							461.88
							6,100.30
Total Dept. Vehicle Maintenance Shop:							6,100.30
Dept: 802.000	Grounds & Facility						
601-802.000-740.200	Cleaning						
	ALSCO AMERICAN LINEN		Cleaning Services	44524	02/27/2017	03/08/2017	36.96
							36.96
							36.96
							6,783.29
Total Dept. Grounds & Facility							36.96
Total Fund Maintenance:							6,783.29
Fund: 602	Risk Management						
Dept: 000.000							
602-000.000-200.034	Health						
	CA PUBLIC EMP.		March 2017 Medical Insurance	44536	02/14/2017	03/08/2017	90,342.98

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	DELTA DENTAL///		Dental Insurance - March 2017	44541	03/01/2017	03/08/2017	8,158.18
	PRINCIPAL FINANCIAL		Life Insurance - March 2017	44579	02/15/2017	03/08/2017	3,075.92
	VISION SERVICE PLAN (CA)		March Vision Insurance	44590	02/21/2017	03/08/2017	1,970.43
							103,547.51
						Total Dept. 000000:	103,547.51
Dept: 811.000 Liability & Property							
602-811.000-750.100	Insurance						
	ALLIANT INSURANCE		Special Event Insurance	44523	03/03/2017	03/08/2017	1,451.00
							1,451.00
						Total Dept. Liability & Property	1,451.00
Dept: 812.000 Unemployment							
602-812.000-750.110	Claims						
	EMPLOYMENT		2016 4th Qtr Unemployment	44544	02/01/2017	03/08/2017	3,313.00
							3,313.00
						Total Dept. Unemployment:	3,313.00
						Total Fund Risk	108,311.51
Fund: 802 Payroll Clearing							
Dept: 000.000							
802-000.000-200.008	Retirement						
	PUBLIC EMPLOYEES		PERS 02/14/2017-02/27/2017	44581	03/07/2017	03/08/2017	22,720.84
							22,720.84
						Total Dept. 000000:	22,720.84
						Total Fund Payroll	22,720.84
						Grand Total:	311,848.14

CITY OF BRAWLEY
February 7, 2017

The City Council of the City of Brawley, California met in regular session at 6:00 PM, Council Chambers, 383 Main, Brawley, California, the date, time and place duly established for the holding of said meeting. The City Clerk attests to the posting of the agenda pursuant to G.C. §54954.2.

The meeting was called to order by **Mayor Couchman @ 6:00 PM**

PRESENT: Couchman, Kastner-Jauregui, Nava, Noriega, Wharton
ABSENT: None

Invocation was offered by **Pastor Ted Koroluk, Western Avenue Baptist Church**

Pledge of Allegiance was led by **CM Kastner-Jauregui**

1. APPROVAL OF AGENDA

The agenda was **approved** as submitted. m/s/c Noriega/Wharton 5-0

2. PUBLIC APPEARANCES/COMMENTS

- a. **Eric Reyes, Brawley** resident requested a formal update on the Brawley Mobile Home Park at a future City Council meeting.
- b. **Michael Crankshaw, Brawley Police Chief** introduced Brawley Police Officers Joon "John" Kim and Cuauhtemoc "Temo" Alvarado.
- c. **Deb Smerdon, DS Arts,** introduced **Artist Josue Pimentel.** Mr. Pimentel presented the City Council with a City Hall Line Drawing. The City Council acknowledged the quality of Mr. Pimentel's work.
- d. **A City Proclamation** was presented to **Lupe Garcia, IVROP Program Specialist,** declaring February 7th - 14th, 2017 as National Marriage Week in the City of Brawley.

3. CONSENT AGENDA Items are approved by one motion. Council Members or members of the public may request consent items be considered separately at a time determined by the Mayor.

The consent agenda was **approved** as submitted. m/s/c Noriega/Couchman 5-0

AYES: Wharton, Couchman, Kastner-Jauregui, Nava, Noriega,
NAYES: None
ABSENT: None
ABSTAIN: None

- a. **Approved** Accounts Payable: January 12, 2017
January 20, 2017
January 26, 2017
- b. **Rejected** Claim as Recommended by Carl Warren & Company Claims Management Adjusters for Claimants: Nationwide Insurance for Liana Avendano and Leo Torres.
- c. **Approved** Travel Request for Equipment Maintenance Supervisor to attend the Fire Mechanics Academy in Sacramento, California from April 2, 2017 through April 7, 2017.

- d. **Approved** Travel Request for Designated Staff Members to attend the Comprehensive CDBG Workshop in Sacramento, California from February 28, 2017 through March 2, 2017.
- e. **Approved** Travel Request for the Finance Director to attend the 2017 CSMFO Annual Conference in Sacramento, California from February 8, 2017 through February 10, 2017.
- f. **Authorized** the Purchase of Ultra Violet (UV) Lamps and Ballasts for the Wastewater Treatment Plant (WWTP) UV Disinfection System in the Amount of \$31,800.77.
- g. **Approved** Resolution No. 2017-05: Resolution of the City Council of the City of Brawley, California Accepting the State of California Citizens Option for Public Safety (COPS) Supplemental Law Enforcement Services Funds for Fiscal Years 2014/15 and 2015/16 and Approving the Associated Expenditure Plan.
- h. **Authorized** Amendment No. 4 to the Agreement with Kimley-Horn & Associates, Inc. to Provide Additional Construction Support Services for the Alyce Gereaux Park Renovation Project in an Amount Not to Exceed \$8,190.

4. PUBLIC HEARING

- a. Adams Park Tentative Tract Map/Zone Change/General Plan Amendment (TM16-03/ZC 16-03/GPA 16-02)

Staff Report - Gordon Gaste, Planning Director

The subject project is located on the south side of C Street between Best Avenue and Eastern Avenue. The property is currently vacant and consists of 20.21 acres. The property is currently zoned R-2 (Residential Low Density). Existing zoning conditions currently imposed on this property from a previously approved tentative tract map and environmental document would be superseded by new conditions if the project is approved. The new conditions are contained in the extended staff report.

OPEN PUBLIC HEARING @ 6:29 PM

Chris Furguson, Brawley asked for clarification of the exact location for this amendment.

CLOSE PUBLIC HEARING @ 6:32PM

- 1. Approve Resolution No. 2017-06: Resolution of the City Council of the City of Brawley, California Amending the City of Brawley General Plan.

The City Council **adopted** Resolution No. 2017-: Resolution of the City Council of the City of Brawley, California Amending the City of Brawley General Plan. m/s/c Nava/Noriega 5-0

- 2. Adopt 1st Reading of Ordinance No. 2017-: Ordinance of the City Council of the City of Brawley, California Amending the Brawley Municipal Code to Change the Zoning Designation for Specified Properties.

The City Council **approved** the 1st Reading of Ordinance No. 2017-01: Ordinance of the City Council of City of Brawley, California Amending the Brawley Municipal Code to Change the Zoning Designation for Specified Properties.

5. REGULAR BUSINESS

- a. Discussion and Potential Action re: Establishment of the Public Meeting Schedule for the Fiscal Year 2017/2018 Budget Process.

The City Council **approved** the Public Meeting Schedule for Fiscal Year 2017/2018 City of Brawley Budget Process to include March 21, 2017 as the Strategic Planning Session. m/s/c Noriega/Wharton 5-0

b. Mid Year 2016/2017 Budget Review Presentation by Ruby Walla, Finance Director/City Treasurer

* Power Point Presentation materials are on file and available upon request at the Office of the City Clerk.

CM Noriega departed meeting at 6:40pm.

c. Discussion and Potential Action to Adopt Resolution No. 2017-: Resolution of the City Council of the City of Brawley, California Approving the City of Brawley Debt Management Policy.

The City Council **approved** Resolution No. 2017-07: Resolution of the City Council of the City of Brawley, California Approving the City of Brawley Debt Management Policy. m/s/c Wharton/Kastner-Jauregui 4-1 Noriega absent

d. Discussion and Potential Action to Engage Aquatic Design Group for the Lions Center Pool Plaster and Tank Lighting Project for a Fee Not to Exceed \$30,000.

The City Council **approved** the Engagement of Aquatic Design Group for the Lions Center Pool Plaster and Tank Lighting Project for a fee not to exceed \$30,000. m/s/c Nava/ Kastner-Jauregui 4-1 Noriega absent

e. Discussion and Potential Action to Authorize HDR to Prepare the Wastewater Treatment Plant Biosolids Management Plan for a Fee Not to exceed \$53,800.

The City Council **approved** the Authorization of HDR to Prepare the Wastewater Treatment Plant Biosolids Management Plan for a Fee Not to exceed \$53,800. m/s/c Nava/Wharton 4-1 Noriega absent

f. Discussion and Potential Action to Adopt Resolution No. 2017-: Resolution of the City Council of the City of Brawley, California Declaring City Owned Vehicles and Equipment as Surplus Inventory and Authorizing Utilization of the Cooperative Purchase Provision of the Agreement between the County of Mohave and Empire Southwest, LLC.

The City Council **approved** Resolution No. 2017-08: Resolution of the City Council of the City of Brawley, California Declaring City Owned Vehicles and Equipment as Surplus Inventory and Authorizing Utilization of the Cooperative Purchase Provision of the Agreement between the County of Mohave and Empire Southwest, LLC. m/s/c Kastner-Jauregui/Wharton 4-1 Noriega absent

g. Discussion and Staff Direction to Authorize the City Manager to Negotiate with Brawley Union High School re: the City's Surplus Dump Truck.

The City Council **approved** the Authorization of the City Manager to Negotiate with Brawley Union High School re: the City's Surplus Dump Truck. m/s/c Wharton/Nava 4-1 Noriega absent

h. Discussion and Potential Action re: Sponsorship Request for Hidalgo Society's Installation of Officers Banquet on February 18, 2017.

The City Council **approved** the Sponsorship Request for Hidalgo Society's Installation of Officers Banquet on February 18, 2017 in the amount of \$200. m/s/c Wharton/Nava 4-1 Noriega absent

i. Discussion and Potential Action to Approve the Sale and Consumption of Alcohol on City Property, Specifically Plaza Park and Main Street, for the Cesar Chavez Celebration on April 1, 2017 from 7am to 12am on April 2, 2017.

The City Council **approved** the Sale and Consumption of Alcohol on City Property, Specifically Plaza Park and Main Street for the Cesar Chavez Celebration on April 1, 2017 from 7am to 12am on April 2, 2017. m/s/c Nava/Kastner-Jauregui 4-1 Noriega absent

6. DEPARTMENTAL REPORTS

- a. Monthly Staff Report for February, 2017 - Shirley Bonillas, Personnel & Risk Management Administrator

7. INFORMATIONAL REPORTS

- a. Summary of Building Permits for December 2016 - Francisco Soto, Building Official
- b. Correspondence re: Residential Re-Entry Center from the U.S. Department of Justice Federal Bureau of Prisons Dated January 13, 2017 and Working Alternatives, Inc. Dated January 19, 2017

8. CITY TREASURER'S REPORT

- a. Investment Activity Report as of December 31, 2016

9. CITY COUNCIL MEMBER REPORTS

Kastner-Jauregui: Attended various retirement celebrations for City Staff, Tasty Fusion's New Year's Celebration, League of Cities Dinner at the Town Pump, and met with various individuals who are interested in establishing businesses in the City.

Wharton: Attended the Pioneers Memorial Hospital Clinic Annual Review, Women's Rural Health Care celebration, ICTC Meeting, Local SAFE Meeting, IVRMA Meeting, League of Cities Dinner and was appointed League Division President.

Nava: Attended various retirement parties for City Staff, Tasty Fusion's New Year's Celebration, Elk's Chamber Mixer, League of Cities Dinner, met with Community Members regarding potential businesses in the City, also met with citizens that are interested in medicinal marijuana.

Couchman: Attended Market Nights, Chamber Board Meeting, IVROP Education Meeting, Pioneers Memorial Ribbon Cutting for the New Women's Clinic, various City Staff Retirement Parties, OEDC Meeting, League of Cities Dinner, and the United Way Fundraiser at Stockmen's.

10. CITY MANAGER'S REPORT

- a. The City Manager reported that she and Police Chief Crankshaw met with individuals interested in marijuana related cultivation, research and development and medical applications.

11. CITY ATTORNEY'S REPORT

- a. The City Attorney informed the City Council that Senate Bill 415 had passed and that requires the City of Brawley to change elections from odd to even years. An ordinance amendment will be required to establish the changes.

- 12. CITY CLERK'S REPORT** There was none to report.

13. CLOSED SESSION

PERSONNEL MATTERS (G.C. §54957)

- a. Public Employee Appointment to the Position of Public Works Director

REAL PROPERTY NEGOTIATIONS

- a. Conference with Real Property Negotiator – (California Government Code §54956.8)
Address: APN 049-023-007-000, 129, 135, 137, 139 and 141 South 8th Street, Brawley, CA
Negotiator: City Manager/City Attorney
Negotiating Parties: County of Imperial
Under Negotiation: Rate and Terms
- b. Conference with Real Property Negotiator – (California Government Code §54956.8)
Address: APN 037-140-018-000, Best Road, Brawley, CA
Negotiator: City Manager/City Attorney
Negotiating Parties: State of California Department of Transportation
Under Negotiation: Rate and Terms

ADJOURNMENT @ 7:35pm

Alma Benavides, City Clerk

COUNCIL AGENDA REPORT
City of Brawley

Meeting Date: March 21, 2017

City Manager: 

PREPARED BY: Gordon R. Gaste, AICP CEP

PRESENTED BY: Rosanna Bayon Moore, City Manager
Gordon R. Gaste, AICP CEP

SUBJECT: Malan Street Apartments Development Phase II – Request for Assessment of Tier III Development Impact Fees and Deferral of Payment of Difference Between Tier I and Tier III

CITY MANAGER RECOMMENDATION: Approve City of Brawley Resolution No. 2017: ___ - Resolution of the City Council of the City of Brawley, California Approving and Authorizing a Request from AMG & Associates Seeking Execution of an Impact Fee Deferral Agreement to Support the Construction of a 40-Unit Two Story Income-Restricted Family Apartment Complex and authorize the City Manager to execute all documentation in relation to this project.

DISCUSSION: The City of Brawley Development Review Committee approved a site plan for an 81-unit apartment complex to be located on the southeast corner of Malan Street and South 1st Street. The developer, AMG & Associates, is proposing to construct the project in two phases. The first phase is complete and the second phase consists of a 40 unit income-restricted family apartment project.

Because of the presumed impact of the project, the developer is proposing to pay the full Tier III impact fees as the rational nexus. The current Tier I impact fee rate will be paid up front at the time of building permits, as per existing City policy. The difference between Tier III and Tier I fees are proposed for payment on a deferred basis out of "residual receipts." As such, the developer would pay the City over an extended period of time when the project is operationally profitable. This "Impact Fee Loan" would be secured by a Promissory Note and Deed of Trust recorded against the project.

The proposed approach allows the developer to gain "points" in its application to the California Tax Credit Allocation Committee. In the scoring matrix, the financial arrangement is characterized as financial assistance to aid in the development and construction of low income rental housing.

City staff and the applicant have discussed the phase one construction experience, specifically noise and other impacts to nearby residents associated with weekend and holiday construction activities. In light of the concerns, AMG & Associates has voluntarily agreed to limit work hours. During Phase II, construction activity is restricted to daylight hours on weekdays only. There shall be no construction work performed on weekends and holidays.

FISCAL IMPACT: Future Receipt of \$233,052.80 in Additional Development Impact Fees

ATTACHMENTS: Request Letter from AMG & Associates, City of Brawley Development Impact Fee Worksheet, Proposed Loan Terms Document, Resolution No. 2017 -- : Resolution of the City Council of the City of Brawley, California Approving and Authorizing a Request from AMG & Associates Seeking Execution of an Impact Fee Deferral Agreement to Support the Construction of a 40-Unit Two Story Income-Restricted Family Apartment Complex, Located on the Southeast Corner of Malan Street and South First Street in the City of Brawley APN No. 048-275-057

March 6, 2017

Rosanna Bayon Moore
City Manager
City of Brawley
383 Main Street
Brawley, CA 92227

Re: Impact Fee Assessment and Deferral
Malan Street Apartments Phase II

Dear Ms. Moore,

AMG & Associates ("AMG") respectfully requests an increased assessment and deferral of certain City of Brawley development impact fees to help facilitate the financing, development and construction of a 40 unit income-restricted family apartment project ("Project") located on the southeast corner of Malan Street and First Street in the City of Brawley. Per the attached Exhibit A, Development Impact Fee Implementation Schedule, the impact fees for a multi-family unit are currently \$2,869.68 ("Current Rate"), which became effective on 4/25/2011. The Malan Street Apartments project is a large-family apartment project made up of a majority of 3 and 4 bedroom apartment units designed to meet the needs of 2-4 children households. The project will have an increased impact on City services such as Parks and Recreation, Fire, Police, Transportation, Library, and other services which, in our opinion, is the rational nexus for an increased assessment of fees for the Project. Because of these findings, AMG requests that the Project be assessed a rate of \$8,696.00 per multi-family unit (as indicated in box 3 of the attached Exhibit A). AMG also requests that the difference between the Current Rate and Proposed Rate be deferred and paid back to the City out of Residual Receipts generated by the Project ("Impact Fee Loan"). The Impact Fee Loan would be secured by a Promissory Note and Deed of Trust against the Project.

AMG agrees not to conduct any work during weekends and federal holidays. All work will be performed Monday through Friday.

Attached please find an Impact Fee Worksheet and a Proposed Loan Terms document which outlines basic terms of the Impact Fee Loan.

Should you have any questions, please contact me at 818-380-2600 extension 19.

Best regards,



Cameron Johnson
AMG & Associates

MALAN STREET APARTMENTS II IMPACT FEE WORKSHEET

FEES PAID PRIOR TO PERMIT ISSUANCE	AMOUNT OF FEE
Community Development Fees	\$
Drainage Facilities	\$
Facilities Assessment	\$
Fire Facilities	\$6732
General Facilities	\$
Governmental Facilities	\$5412
Law Enforcement Facilities	\$7180.80
Administration	\$462
Parks	\$32,881.20
Public Facilities	\$
Schools	\$
Streets & Signals	\$
Traffic Fees	\$
Waste Water Collection	\$
Waste Water Treatment	\$
Storm Water Facilities	\$1900.80
Transportation	\$51,427.20
Library	\$8461.20
Animal Control Facilities	\$330
	\$
Other (specify):	\$
Total Impact Fees Paid	\$114,787.20

FEES TO BE DEFERRED	AMOUNT OF FEE
Community Development Fees	\$
Drainage Facilities	\$
Facilities Assessment	\$
Fire Facilities	\$13,668
General Facilities	\$
Governmental Facilities	\$10,988
Law Enforcement Facilities	\$14,579.20
Administration	\$938
Parks	\$66,758.80
Public Facilities	\$
Schools	\$
Streets & Signals	\$
Traffic Fees	\$
Waste Water Collection	\$
Waste Water Treatment	\$
Storm Water Facilities	\$3859.20
Transportation	\$104,412.80
Library	\$17,178.80
Animal Control Facilities	\$670
	\$
Other (specify):	\$
Total Impact Fees Deferred	\$233,052.80

PROPOSED LOAN TERMS
March 6, 2017
AFFORDABLE FAMILY RENTAL HOUSING – MALAN STREET APARTMENTS II
CITY OF BRAWLEY

1. **BORROWER:** The Borrower will be Brawley Pacific Associates II, a California Limited Partnership. The Loan may be assigned only to meet Project financing requirements and/or the Borrower's limited partnership agreement.
2. **PROPERTY; PROJECT:** The Loan shall be made in connection with the development of the Malan Street Apartments II to be constructed on property located at Malan Street and First Street ("Property").

The proposed project will consist of 40 affordable family housing rental units targeting very low and low income families ("Project").

3. **LOAN AMOUNT:** The City of Brawley ("Lender") will provide a loan to Borrower in the amount of \$233,052.80 ("Fee Deferral Loan").
4. **INTEREST RATE:** The outstanding principal balance of the Fee Deferral Loan shall bear no interest (0%) from disbursement through and including the construction loan closing until the earlier of (i) the permanent loan conversion or (ii) the third (3rd) anniversary of the Project's construction loan closing; thereafter, the outstanding principal balance of the Loan shall bear interest at a simple rate not to exceed three percent (3%) per year, with the Lender authorized to set the rate, prior to the construction loan closing, from 0% to 3%, as reasonably necessary to make the Project financially feasible.
5. **MATURITY DATE:** The Fee Deferral Loan shall mature fifty-five(55) years from the date the Certificate of Occupancy or its equivalent is issued by the City of Brawley; provided, however that the Fee Deferral Loan is due and payable upon refinancing of the Project upon the expiration of the tax credit loan.
6. **USES OF LOAN PROCEEDS:** The Loan proceeds will used to finance a portion of the predevelopment, development, and construction costs of the Project. Construction costs will include the cost of all fees necessary for the issuance of building permits, notwithstanding the fact that the Loan proceeds shall be disbursed so that the building permits can be issued prior to the Project's construction loan closing.
7. **REPAYMENT LIMITED TO RESIDUAL RECEIPTS:** Annual installments to repay the Fee Deferral Loan are limited to 20% of Residual Receipts generated by the Project. Lenders' Share of the Residual Receipts will be used to repay the Fee Deferral Loan on a prorata basis based on the respective loan amount.

The definition of Residual Receipts is still subject to negotiation and will need to be narrowly defined to ensure that there will be cash flow to repay the Loan. This should be substantially similar to what the affordable housing industry uses, which has been pretty well standardized.

8. SECURITY: The Fee Deferral Loan will be secured by a Deed of Trust naming the Lender as the beneficiary. In the event any Loan proceeds are disbursed prior to the recording of the Deed of Trust, the Loan shall be secured by an Assignment of Agreements, Plans and Specifications.
9. NONRECOURSE: Repayment of principal and interest will be nonrecourse to the Borrower and its partners; recourse shall be limited to the property and any other security (such as the plans, specifications and other Project-related documents) given by Borrower. The loan documents will include the standard nonrecourse provision.
10. SUBORDINATION: Lender will agree to subordinate Deed of Trust and Regulatory Agreement shall be subordinate to all construction lender and Tax Credit lender permanent deeds of trust and senior loan regulatory agreements. The Lender will agree to enter into an inter-creditor agreement with any other subordinate lenders to ensure parity of distribution of Residual Receipts.

RESOLUTION NO. 2017-

RESOLUTION OF THE CITY COUNCIL OF THE CITY OF BRAWLEY, CALIFORNIA APPROVING AND AUTHORIZING A REQUEST FROM AMG & ASSOCIATES SEEKING EXECUTION OF AN IMPACT FEE DEFERRAL AGREEMENT TO SUPPORT THE CONSTRUCTION OF A 40 UNIT TWO STORY INCOME-RESTRICTED FAMILY APARTMENT COMPLEX, LOCATED ON THE SOUTHEAST CORNER OF MALAN STREET AND SOUTH 1ST STREET IN THE CITY OF BRAWLEY (ASSESSOR'S PARCEL NUMBER 048-275-057)

WHEREAS, AMG & ASSOCIATES ("Developer") is proposing to develop a 40 unit affordable housing complex on APN 048-275-057, the City of Brawley (Project), and

WHEREAS, the City of Brawley currently collects development impact fees on all new development in Tier I of the City impact fee table, and

WHEREAS, the Developer has requested the City of Brawley levy Tier III of the development impact fees because the project will have increased impact on city services that correspond to the full assessment nexus of the development impact fee study, and

WHEREAS, the Fee Deferral shall be paid from 20% of residual cash flow from the project at the rate not to exceed 3% per annum, and

WHEREAS, the Fee Deferral shall be secured by a deed of trust and promissory note, and

WHEREAS, the Federal Low-Income Tax Credit program was established by the Tax Reform Act of 1986, codified in Section 42 of the Internal Revenue Code ("IRC") of 1986, as amended, to encourage the construction and rehabilitation of low income rental housing; and

WHEREAS, the California Tax Credit Allocation Committee ("TCAC") is the housing credit agency in the State of California responsible for allocating Federal tax credits to owners of qualifying residential rental housing projects, pursuant to a Qualified Allocation Plan; and

WHEREAS, TCAC encourages local government agencies to provide financial assistance to aid in the development and construction of low income rental housing; and

WHEREAS, the proposed units will satisfy State requirement to provide affordable housing and that the subject project will credit the State requirements as defined by the California Housing and Community Development Department (HCD), and

WHEREAS, Fee Deferral is conditioned upon Developer receiving an award of Federal tax credits from TCAC and all other necessary financing to make the project feasible in the 2017 or 2018 funding round;

THEREFORE, BE IT RESOLVED AS FOLLOWS:

The City Council hereby approves and authorizes the City Manager and City Attorney to draft and execute an Impact Fee Deferral Agreement by and between the City of Brawley and AMG & Associates consistent with

the terms and conditions listed above.

APPROVED, PASSED, AND ADOPTED at a regular meeting held on the 21st day of March, 2017.

CITY OF BRAWLEY, CALIFORNIA

Sam Couchman, Mayor

ATTEST:

Alma Benavides, City Clerk

STATE OF CALIFORNIA)
COUNTY OF IMPERIAL)
CITY OF BRAWLEY)

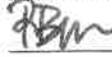
I, *Alma Benavides, City Clerk* of the City of Brawley, California, DO HEREBY CERTIFY, that the foregoing Resolution No. 2017- as passed and adopted by the City Council of the City of Brawley, California, at a regular meeting held on the 21st day of March, 2017 and that it was so adopted by the following roll call vote: m/s/c

AYES:
NAYS:
ABSTAIN:
ABSENT:

Dated: March 21, 2017

Alma Benavides, City Clerk

COUNCIL AGENDA REPORT
City of Brawley

Meeting Date: 03/21/2017
City Manager: 

PREPARED BY: Rosanna Bayon Moore, City Manager

PRESENTED BY: Rosanna Bayon Moore, Interim Public Works Director

SUBJECT: Professional Services Agreement with HDR, Inc. for Industrial Pretreatment Program Support - \$50,000 Authorization

CITY MANAGER RECOMMENDATION: Approve proposed amendment.

DISCUSSION: The City requires professional engineering assistance to administer the City of Brawley Pretreatment Program. HDR delivers a range of services including but not limited to professional guidance in wastewater matters. Continued involvement of HDR provides for technical oversight of the City's Industrial Pretreatment Program, in general, and industrial discharge permits, in particular. Professional services are needed in areas that involve the Regional Water Quality Control Board's regulatory framework and the City's responsibilities for oversight of industrial wastewater dischargers. Current dischargers in the City of Brawley are One World Beef Packers and Pioneers Memorial Healthcare District. HDR's professional services aid in review of engineering design information, monitoring, sampling, permit compliance, inspection and training.

Per the City of Brawley Municipal Code, Section 22.92. - Pretreatment Charges and Fees, the City may adopt reasonable fees for reimbursement of costs of setting up and operating the city pretreatment program which may include:

- (1) Fees for wastewater discharge permit applications including the cost of processing such applications;
- (2) Fees for monitoring, inspection, and surveillance procedures including the cost of collection and analyzing a user's discharge, and reviewing monitoring reports submitted by users;
- (3) Fees for reviewing and responding to accidental discharge procedures and construction;
- (4) Fees for filing appeals; and
- (5) Other fees as the City may deem necessary to carry out the requirements contained herein. These fees relate solely to the matters covered by this chapter and are separate from all other fees, fines, and penalties chargeable by the City.
(Ord. No. 2013-03, § 1, 6-18-2013)

FISCAL IMPACT: \$50,000, FY 2016/17 Wastewater Enterprise Fund, Professional Services

ATTACHMENTS: Proposed Amendment

**AMENDMENT NO. 2
TO CONTRACT
ADDITIONAL ENGINEERING SERVICES
FOR
INDUSTRIAL PRETREATMENT PROGRAM COMPLIANCE ASSISTANCE
DATE: March 21, 2017**

The Parties to this Amendment No. 2 to the Contract are the City of Brawley (City) and HDR Engineering Inc., (Consultant).

RECITALS

As part of the original Scope of Work, Consultant is to provide Professional Engineering Services for Industrial Pretreatment Program Compliance Assistance. Amendment No. 1 consisted of Assistance to Staff in interpreting IPP Permit requirements and compliance, regulatory interface, prepare and review correspondence with RWQCB, permit applications and enforcement actions as requested, review Industrial Waste Discharge Permit Applications, Permit Preparation of Industrial Waste Discharge permits for issuance by the City, Review and Project Management of internal billing/reporting.

Amendment No. 2 consists of Extended Professional Engineering Assistance in Wastewater matters, technical oversight of the City's Industrial Pretreatment Program, continued correspondence with RWQCB on regulatory framework and City's responsibilities for oversight of industrial wastewater dischargers, and continued oversight of significant Industrial users, such as Pioneers Memorial Hospital and One World Beef.

THE PARTIES AGREE:

- 1.0 The Scope of Works is revised as follows: The Consultant will provide additional professional engineering assistance, technical oversight of the Industrial Pretreatment Program in general and industrial discharge permits. Continued oversight of industrial wastewater dischargers with One World Beef and Pioneers Memorial Healthcare District.
- 2.0 Additional funds for Consultant to cover the revised Scope of Services shall not exceed \$50,000.00.
- 3.0 The revised maximum amount of the Agreement, which includes the amount of this Amendment, shall not exceed Ninety Thousand Dollars (\$90,000).
- 4.0 All other terms, conditions and stipulations contained in the original Contract shall remain in effect.

DATED: _____, 2017

CITY OF BRAWLEY

By: _____
Rosanna B. Moore, City Manager

HDR Engineering, Inc.

ATTESTS:

By: _____
Kip D. Field, Vice President

By: _____
Alma Benavides, City Clerk

COUNCIL AGENDA REPORT

City of Brawley

Meeting Date: March 21, 2016

City Manager: 

PREPARED BY: Rosanna Bayon Moore, City Manager

PRESENTED BY: Rosanna Bayon Moore, City Manager

SUBJECT: Professional Services Agreement with The Holt Group for Interim Consulting City Engineer and Public Works Director Services - \$50,000 Authorization

CITY MANAGER RECOMMENDATION: Approve proposed amendment.

DISCUSSION: The City of Brawley is currently in the recruitment process for a Public Works Director. The Director is responsible for oversight of the water and sewer plants, streets and utilities, animal control, fleet services and engineering, in addition to contract oversight of street sweeping, waste and recycling services.

Effective November 14, 2016, the City of Brawley engaged James G. "Jack" Holt, P. E. as the Consulting City Engineer and Public Works Director. While the arrangement is temporary in nature as the executive search continues for a permanent replacement, authorization of an additional \$50,000 is requested to enable the department's continued operation. Should funds remain at the time of appointment of a permanent replacement, remaining authorized resources are proposed to complete a number of key projects.

FISCAL IMPACT: \$50,000 increase in Public Works Department Professional Services FY 2016/17 Budget to be paid from permanent salary savings

ATTACHMENTS: Proposed Amendment

**AMENDMENT NO. 1
TO CONTRACT
FOR
MUNICIPAL ENGINEERING SERVICES
DATE: March 21, 2017**

The Parties to this Amendment No. 1 to the Contract are the City of Brawley (City) and The Holt Group Inc., (Consultant).

RECITALS

As part of the original Scope of Work, Consultant is to provide Municipal Engineering Services.

Amendment No. 1 consists of continued Municipal Engineering Services, City Engineer, Public Works Director and Professional Engineering to finish key projects.

THE PARTIES AGREE:

- 1.0 The Scope of Works is revised as follows: The Consultant will provide additional municipal engineering services, city engineer, public works director and professional engineering to finish key projects.
- 2.0 Additional funds for Consultant to cover the revised Scope of Services shall not exceed \$50,000.00.
- 3.0 The revised maximum amount of the Agreement, which includes the amount of this Amendment, shall not exceed One Hundred Thousand Dollars (\$100,000).
- 4.0 All other terms, conditions and stipulations contained in the original Contract shall remain in effect.

DATED: _____, 2017

CITY OF BRAWLEY

By: _____
Rosanna B. Moore, City Manager

The Holt Group, Inc.

By: _____
James G. Holt PE

ATTESTS:

By: _____
Alma Benavides, City Clerk



AB891 California Communities Environmental Health Screening

IN BRIEF

Existing law requires the California Environmental Protection Agency to identify disadvantaged communities as part of a 3-year investment plan developed by the Department of Finance wherein monies from market-based compliance are collected by the California Air Resources Board. Existing law also requires the Office of Environmental Health Hazard Assessment to update the California Communities Environmental Health Screening tool, developed by the agency and the Office for the purposes of identifying disadvantaged communities. Finally, existing law requires the Office to report to the Legislature on air quality, water quality, toxic releases, and hazardous facilities data.

BACKGROUND

This bill requires the California Air Resources Board, in conjunction with the Office of Environmental Health Hazard Assessment, to include one year of data from certain local air monitoring studies, including data on particulate matter with a diameter of 2.5 micrometers or less, ozone, and diesel particulate matter. The bill also requires funds to be allocated by the Legislature to the Board and the Office in an effort to support continued collection of this data. The bill would require the Board to collect data, separate from the local air monitoring studies, to account for cross-border pollution and, on or before January 1, 2019, to submit a report to the Legislature detailing the methods used to account for cross-border pollution, any barriers to collecting that data, and future plans for collecting that data.

ISSUE

Currently, deficiencies exist in accessing necessary environmental pollution data in the California-Mexico border region, as a result of not accounting for cross-border pollution in CalEnviroScreen.

SOLUTION

When sufficient data is identified and available for California-Mexico border region communities, the Office shall include this new data in the next update of the CalEnviroScreen tool. Data may include, but not be limited to air quality measurements for ozone and PM2.5 in the border region, vehicle emissions at border crossings, toxic releases, hazardous waste site data, complete traffic density data within 150 meters of the border, and water quality data for waterways that cross the border.

BILL SUMMARY

AB 891 would:

- Require California Air Resources Board in partnership with the Office of Environmental Health Hazard Assessment to include the entirety of the California-Mexico border region in CalEnviroScreen, in regard to air quality measurements, vehicle emissions at border crossings, toxic releases, hazardous waste site data, complete traffic density data within 150 meters of the border, and water quality data for waterways that cross the border
- As a result, more accurately identify disadvantaged communities, and portray air and water quality in the border region
- Include this newly obtained data in the next update of the CalEnviroScreen tool

FOR MORE INFORMATION

Mark Rossow
Legislative Director
State Capitol, Room 162
Mark.Rossow@asm.ca.gov
(916) 319-2056

March 21, 2017

Chairman Bill Quirk,
Environmental Safety and Toxic Committee
Capitol Office, Room 2163
P.O. Box 942849, Sacramento, CA 94249-0020

Re: AB 891 California Communities Environmental Health Screening (Eduardo Garcia 56th District)

Dear Chairman Quirk:

[Organization Name] writes in strong support of AB 891. Currently, there is a lack of air pollution data in CalEnviroScreen for California communities near the California-Mexico border. Assembly Bill 891 would require the California Air Resources Board (CARB) in cooperation with the Office of Health Hazard Assessment (OEHHA) to include data in CalEnviroScreen from the Imperial and San Ysidro community air monitoring studies. CARB would also be required to collect additional air pollution data along the California-Mexico border to refine data gaps. These efforts will help improve CalEnviroScreen border data gaps and ensure accurate assessment of border communities in regards to pollution impacts. OEHHA and CARB have acknowledged the deficiency and have recommended further study.

Given the dynamics of the California-Mexico border region and the information gaps that exists, AB891 will require improvement of indicators such as traffic density PM2.5 concentrations, diesel particulate matter, ozone concentrations, toxic releases from facilities and generators. This is quite useful and pertinent information to incorporate in future versions of CalEnviroScreen as it would provide a more accurate picture of the border region and disadvantaged communities that are disproportionately burdened by pollution.

[Organization Name] knows first-hand the pollution that exists and ultimately hinders the quality of life for disadvantaged communities at the California/Mexico border region. On behalf of [Organization Name] and our residents, I urge you to support AB 891

Sincerely,

Sam Couchman
Mayor

CC: Members of the Environmental Safety and Toxic Materials Committee
Assemblymember Eduardo Garcia
Assemblymember Brian Dahle
Assemblymember Dr. Joaquin Arambula
Assemblymember Phillip Chen
Assemblymember Cristina Garcia
Assemblymember Jimmy Gomez
Assemblymember Chris R. Holden

RESOLUTION NO. 2017-

RESOLUTION OF THE CITY COUNCIL OF THE CITY OF BRAWLEY, CALIFORNIA
UPDATING THE MISSION STATEMENT FOR THE CITY OF BRAWLEY,
CALIFORNIA

WHEREAS, the City of Brawley's Mission Statement reflects the ultimate purpose of the organization; and

WHEREAS, from time to time, the City Council of the City of Brawley, California, as the governing body, may revisit its Mission Statement to ensure that the public agency's concrete statement of purpose is clearly defined in a manner that allows for the development of achievable objectives; and

WHEREAS, the updated form of the City of Brawley's proposed Mission Statement reflects the Brawley City Council's strategic planning discussions and direction; and

WHEREAS, the City of Brawley's Mission Statement serves the overarching goal of communicating its purpose to the public whom the City serves, in addition to defining for its employees the organization's core guiding philosophy.

THEREFORE, BE IT RESOLVED AS FOLLOWS:

1. The City Council hereby amends the City of Brawley's Mission Statement to read:

To effectively provide the highest quality of municipal services in a manner that values local assets, builds public trust and advances overall community prosperity.

2. Upon passage by the City Council, the updated Mission Statement shall be prominently displayed throughout the City and fully incorporated into City operations and communications.

APPROVED, PASSED, AND ADOPTED at a regular meeting held on the 21st day of March, 2017.

CITY OF BRAWLEY, CALIFORNIA

Sam Couchman, Mayor

ATTEST:

Alma Benavides, City Clerk

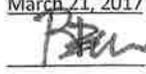
CITY OF BRAWLEY

Mission Statement

It is the mission of the City of Brawley to provide excellent Municipal services; to seize every opportunity to empower Brawley's citizens and assure their ability to participate and to guide the growth and development of the City; to develop and maintain a safe environment with the highest quality and most attractive public facilities; to provide an atmosphere that encourages and supports the expansion of economic opportunity for all; to maximize public resources in a responsible manner that benefits the entire community; to empower the City's employees in order to create opportunity for their growth, well being and excellent performance; and to recognize that Brawley's citizens are a family whose richness of diversity is to be cultivated, capitalized on and celebrated by all.

DEPARTMENTAL REPORT
City of Brawley

Meeting Date: March 21, 2017

City Manager: 

PREPARED BY: Francisco Soto, Building Official

PRESENTED BY: Francisco Soto, Building Official

SUBJECT: Guidelines for Housing Programs for HOME, CDBG, CalHome

DISCUSSION: On December 20, 2016, the Brawley City Council held a public hearing for updated housing guidelines. The City is currently administering an active HOME grant for Owner-Occupied Housing Rehabilitation. The guidelines, as submitted, have been approved by HOME.

ATTACHMENTS: Owner-Occupied Housing Rehabilitation Program Guidelines (HOME, CDBG, CalHome)

CITY OF BRAWLEY

**OWNER-OCCUPIED HOUSING
REHABILITATION
ASSISTANCE PROGRAMS
(HOME, CDBG, CalHome)**

PROGRAM DESIGN AND PROCESS



HCD Version 9.2016

**CalHome Approved (date)
CDBG Approved (date)
HOME Approved February 8, 2017**

**CITY OF BRAWLEY
HOUSING REHABILITATION
PROGRAM GUIDELINES**

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**CITY OF BRAWLEY
HOUSING REHABILITATION
PROGRAM GUIDELINES**

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**CITY OF BRAWLEY
HOUSING REHABILITATION
PROGRAM GUIDELINES**

Adopted (date)

1.0. GENERAL

The above-named entity, hereinafter referred to as the “City”, has entered into a contractual relationship with the California Department of Housing and Community Development (“HCD”) to administer one or more HCD-funded housing rehabilitation programs. The rehabilitation program described herein and hereinafter referred to as the “Program” is designed to provide assistance to eligible homeowners for correction of health and safety items, as well as code violations, located within the Program’s eligible area, as described in Section 3.0. The Program provides this assistance in the form of deferred payment loans used to finance the cost of necessary repairs that will provide the homeowner with a healthy, safe, sanitary and code compliant home, referred to herein as “housing unit”. The Program will be administered by the City of Brawley, hereinafter referred to as the “Program Operator”.

1.1. PROGRAM OUTREACH AND MARKETING

All outreach efforts will be done in accordance with state and federal fair lending regulations to assure nondiscriminatory treatment, outreach and access to the Program. No person shall, on the grounds of age, ancestry, color, creed, physical or mental disability or handicap, marital or familial status, medical condition, national origin, race, religion, gender or sexual orientation, be excluded, denied benefits or subjected to discrimination under the Program. The City will ensure that all persons, including those qualified individuals with handicaps have access to the Program.

- A. The Fair Housing Lender and Accessibility logos will be placed on all outreach materials. Fair housing marketing actions will be based upon a characteristic analysis comparison (census data may be used) of the Program’s eligible area compared to the ethnicity of the population served by the Program (includes, separately, all applications given out and those receiving assistance) and an explanation of any underserved segments of the population. This information is used to show that protected classes (age, gender, ethnicity, race, and disability) are not being excluded from the Program. A Fair Housing Marketing Plan can be found as Attachment D. Flyers or other outreach materials, in English and any other language that is the primary language of a significant portion of the area residents, will be widely distributed in the Program-eligible area and will be provided to any local social service agencies. The Program may City homeownership education classes to help educate homeowners about credit, budgeting, predatory lending, foreclosure prevention and home maintenance, as well as future responsibilities.
- B. Section 504 of the Rehabilitation Act of 1973 prohibits the exclusion of an otherwise qualified individual, solely by reason of disability, from participation under any program receiving Federal funds. The City will take appropriate steps to ensure effective communication with disabled housing applicants, residents and members of

the public.

1.2. APPLICATION PROCESS AND SELECTION

A. Waiting List/Homeowner Contact

The City will utilize a waiting list. In response to a homeowner's request, the homeowner is placed on the waiting list. Homeowners are offered the opportunity to qualify for assistance by waiting list priority (a first-come, first served basis).

The Program Operator will contact homeowners by mail and/or by telephone to advise of funding availability. The homeowner has 30 days to complete and return the loan application and supporting documentation. Should a homeowner fail to respond to the initial contact for assistance or to provide any of the required documentation within the 30-day period, the homeowner's name will be removed from the waiting list. If the homeowner desires assistance at a later time, he/she will be placed on the waiting list at that time.

Should the waiting list be exhausted, the Program will be marketed in accordance with the City's Marketing Plan. **See Attachment D.**

B. Application/Interview

An application packet is provided to the homeowner for completion and submittal to the Program Operator, along with supporting documentation. An interview is scheduled with the applicant. The Program is fully explained; application forms and documentation are reviewed. Verifications are obtained for income, assets, employment, benefits, and mortgage. Title report and appraisals are also obtained.

If the Program Operator encounters material discrepancies and/or misrepresentations, and/or there are income, asset, household composition, or other important questions that can't be resolved, the City reserves the right to deny assistance to the household. In this case, the applicant may re-apply after six months have elapsed from the time of written assistance denial.

C. Household Selection

Households selected for participation in the City's Housing Rehabilitation Program are those determined eligible upon completion of processes described in A. and B. above.

D. Initial Inspection/Work Write-Up/Estimate

Prospective units are inspected by the Program Operator, a certified housing inspector, or a City representative to determine eligibility and acceptability of properties for participation in the Program.

If the home is a pre-1978 unit, the initial inspection will also include paint testing by a certified Lead-Based Paint (LBP) inspector/assessor or presumption of LBP.

Code deficiencies will be corrected and if presumption is used or lead hazards are found they will be properly treated according to HUD regulations (Section 6.1.E & F) and cleared by a certified LBP inspector/assessor. **Note: CalHome-funded projects do not require LBP compliance. CDBG projects shall refer to Chapter 20, Lead-Based Paint Requirements for guidance in the CDBG Grant Management Manual.**

Measurements and observations are noted about the property, including special conditions with potential cost consequences (dilapidated outbuildings, absence of curb and gutter when required by code, etc.). A floor plan and site plan, as needed, are drawn for the home and property, including all appurtenances.

Findings are noted on an inspection form, and later used by the Program Operator to prepare the work write-up. Estimated costs are determined by the Program Operator who has years of experience in the building industry, and in reviewing contractor bids and verifying cost with materials suppliers. The homeowner reviews the completed work write-up and cost estimate, and the approved write-up is incorporated into bid documents.

E. Bid Solicitation

The City's Housing Program will solicit for bids by mailing an Invitation to Bid to all eligible contractors on file in an effort to obtain three reasonable bids. Bids are due back in two (2) weeks and bid results will then be provided to participating contractors.

Contracts must be licensed and bonded by the State of California Contractors Licensing Board and City of Brawley Building Division. Contractors must also provide the Building Division with evidence of Worker's Compensation Insurance and Comprehensive General Liability and Property Damage Insurance with Combined Single Limits of at least \$1,000,000.

The Inspector determines the eligibility of the contractor by contacting the State Contractor's License Board and checking the Federal List of Debarred Contractors. Once determined eligible, the contractor is then notified of provisional award of bid (pending loan approval). Notices of non-award are mailed to participating contractors.

Cost reasonableness is determined by comparing the bids received with the cost estimated prepared by the Inspector. Bids should be within 10% of the in-house cost estimate. The homeowner will have the option of selecting the Contractor as long as it is within 10% of the in-house cost estimate. If bids exceed 10% of the in-house cost estimate, the department will mail the work-write up a second time in order to receive new proposals.

F. Loan Request/Approval

The loan request includes the cost of construction, a contingency fund, and other project costs (listed in Section 6.3.). Note: For HOME, the project costs listed in Section 6.3 are considered activity delivery costs to be paid by the City and may not be charged to the homeowner's loan. All loans and grants must be approved by the City of Brawley's City Council. In order to obtain HOME financing, applicants must meet all property and eligibility guidelines in effect at the time of loan approval. Applicants will be provided written notification of approval or denial.

Once approved, loan documentations are executed, the loan is funded, and a preconstruction meeting is scheduled for no later than two weeks after approval.

G. Pre-Construction Conference

A pre-construction conference is scheduled with homeowner, contractor, and Program Operator. The Program Operator reviews the Owner-Contractor Construction Contract, including the work write-up, start date, pay schedule, and date of completion, with the homeowner and contractor. The construction contract and Notice to Proceed are executed.

H. Start-Up/Field Inspections

The Program Operator monitors date of start-up and performs field inspections on a regular basis. The Program Operator will visit the job site regularly in order to check the scope of work, inspect materials, and to confirm the job is on schedule and within budget. The Program Operator works with the City's Building Inspector to ensure the work meets building codes, while not exceeding funding limits.

The Program Operator reviews the work status with the homeowner and with the contractor in order to remedy any developing problems quickly and to ensure that both are satisfied with the construction process. At the completion of each phase, the Program Operator inspects the work and the homeowner authorizes contractor payments.

The Program Operator will refer back to original plans and specifications to verify the work was completed as contracted. Homeowner's "sweat equity" commitment will also be checked, if any (not permissible for HOME Program assistance).

I. Change Orders

Written change orders are required when the homeowner requests any changes in the write-up, such as eliminating an item completely, eliminating one item and substituting another, or adding items. The change order will state the change and dollar value for the change. The change order must be signed by both the contractor and the homeowner, and submitted to the Program Operator for approval. If the change order exceeds the approved financing, the homeowner will be asked to provide additional funds or a report and request for additional funds may be presented to the City Council for approval prior to Program Operator signing-off on the change order.

J. Progress Payments

Ninety percent (90%) of the contract amount is distributed to the contractor in the form of progress payments during construction. The final ten-percent (10%) of the contract amount is set aside as a retention payment. The contractor requests a progress payment from the homeowner and notifies the Program Operator that he/she has done so. Upon favorable inspection by the homeowner, Program Operator, and City or City's Building Inspector, the payment authorization is signed by the homeowner and submitted for payment.

K. Final Inspections/Notice of Completion/Final Payment

When the project is completed, the Program Operator inspects the work item by item with the homeowner, the contractor, and/or the City. The City's Building Inspector performs a final inspection. Any corrections or deficiencies are noted and corrected by the contractor. Upon favorable final inspections, a Notice of Completion is prepared, signed by the homeowner, and then recorded. The final ten-percent (10%) retention payment is released 35 days after the recording of the Notice of Completion.

1.3. LOAN PROCESS

The City Council must approve all loans and grants. The Loan Review Committee may approve assistance with CDBG financing exceeding 100 percent of after-rehabilitation value as needed in cases where no other financial resources are available to cover the cost of the repairs and where clear and convincing documentation exists, justifying why the exception is needed.

However, if the project is CalHome funded, the total financing cannot be more than 105 percent of the after-rehabilitation value. For HOME-funded loans, the total financing cannot be more than 100 percent of the after-rehabilitation value, unless per HOME Management Memorandum 13-01 at [http://www.hcd.ca.gov/financial-assistance/home-investment-partnerships-program/mmemo/Memo 13-01 re grants for OOR.doc](http://www.hcd.ca.gov/financial-assistance/home-investment-partnerships-program/mmemo/Memo%2013-01%20re%20grants%20for%20OOR.doc) the entire HOME assistance amount is granted rather than loaned, due to a lack of any equity after rehabilitation, based on existing loans on the property. In addition, the amount of HOME assistance, including City's claimed Activity Delivery Costs, cannot exceed the City's County maximum HOME Per Unit Subsidy Limit at <http://www.hcd.ca.gov/financial-assistance/home-investment-partnerships-program/homelimits.html>, and the after-rehabilitation value cannot exceed the HOME Maximum After-Rehabilitation Value. **See Attachment C for current limits.**

In order to obtain financing, applicants must meet all property and eligibility guidelines in effect at the time the application is considered. Homeowners will be provided written notification of approval or denial. Any reason for denial will be provided to the applicant in writing.

1.4. CONFLICT OF INTEREST REQUIREMENTS

When the City's program contains Federal funds, the applicable Conflict of Interest requirements of 24 CFR Section 570.611 shall be followed for CDBG assistance. Section 92.356 of the HOME Final Rule shall be followed for HOME assistance, as follows:

(a) Conflicts prohibited. No persons described in paragraph (b) of this section who exercises or has exercised any functions or responsibilities with respect to activities assisted with HOME funds or who are in a position to participate in a decision making process or gain inside information with regard to these activities, may obtain a financial interest or benefit from a HOME-assisted activity, or have a financial interest in any contract, subcontract or agreement with respect to the HOME-assisted activity, or the proceeds from such activity, either for themselves or those with whom they have business or immediate family ties, during their tenure or for one year thereafter. Immediate family ties include (whether by blood, marriage or adoption) the spouse, parent (including stepparent), child (including stepchild), brother, sister (including a stepbrother or stepsister), grandparent, grandchild and in-laws of a covered person.

(b) Persons covered. The conflict of interest provisions of paragraph (a) of this section apply to any person who is an employee, agent, consultant, officer, or elected official or appointed official of the participating jurisdiction, State recipient, or subrecipient which are receiving HOME funds.

(c) Exceptions: Threshold requirements. Upon the written request of the participating jurisdiction to HCD, HUD may grant an exception to the provisions of paragraph (a) of this section on a case-by-case basis when it determines that the exception will serve to further the purposes of the HOME Investment Partnerships Program and the effective and efficient administration of the participating jurisdiction's program or project. See 24 CFR 92.356(d)(1-6) for details on the documentation needed in order to submit an exception request to HUD.

A contractor with a vested interest in the property cannot bid on a rehabilitation job. Such a contractor may act as owner/builder, subject to standard construction procedures. Owner/builders are reimbursed for materials purchased which are verified by invoice/receipt and used on the job. Reimbursement occurs after the installation is verified by the Program Operator to be part of the scope of work. Owner/builders are not reimbursed for labor.

2.0. APPLICANT QUALIFICATIONS**2.1. INCOME LIMITS**

All homeowners must certify that they meet the household income eligibility requirements for the applicable HCD program(s) and have their household income documented. The income limits in place at the time of loan approval will apply when determining applicant income eligibility. All applicants must have incomes at or below 80% of the County's area median income (AMI), adjusted for household size, as published by HCD each year. See

Attachment C.

The link to the official HCD-maintained income limits for HOME and CDBG Funded activities is: <http://www.hcd.ca.gov/hpd/hrc/rep/state/incNote.html>, and for CalHome-funded activities: <http://www.hcd.ca.gov/hpd/hrc/rep/state/inc2k6.pdf>.

Household: means one or more persons who will occupy a housing unit. Unborn children count in family size determination.

Annual Income: Generally, the gross amount of income of all adult household members that is anticipated to be received during the coming 12-month period.

2.1.1 OWNER-OCCUPIED REQUIREMENTS

Owner-Occupant - to be eligible, household income must be equal to or less than the applicable HCD income limits. Owner will be required to provide income documentation. Refer to Income Inclusions and Exclusions for further guidance to the types of incomes to be included or excluded when calculating gross annual income. **See Attachment A for HOME and CDBG. See Attachment A-1 for CalHome.** Refer to Asset Inclusions and Exclusions for further guidance to the types of assets to be included or excluded when calculating gross annual income. **See Attachment B.**

Owner-occupants housing and/or debt ratios are not considered, nor is a credit report required, as the funding provided creates no additional monthly financial obligation. If an owner-occupant has a mortgage, it is verified that all payments are current and that no late payments have been received in the past twelve months.

2.1.2 OWNER-INVESTOR REQUIREMENTS - (eligible under only CDBG-funded programs)

Owner-Investor - There are no restrictions on the income of the owner-investor unless the owner-investor is a member of the Targeted Income Group (TIG) and is interested in qualifying for a Deferred Payment Loan (see Section 4.3.2.C.).

Owner-investor housing and debt ratios are considered, and a credit report is required, since the funding provided may create an additional monthly financial obligation. If an owner-investor has a mortgage on the property to be rehabilitated it is verified that all payments are current and that no late payments have been received in the past twelve months.

TENANT REQUIREMENTS (eligible under only CDBG-funded programs)

Tenant - If a rental is currently occupied, the tenant's household income must be equal to, or less than, the applicable HCD income guidelines. Tenant will be asked to cooperate by providing income documentation and income will be projected for 12 months based on current income. See Attachments A and B.

2.2. INCOME QUALIFICATION CRITERIA

Projected annual gross income of the applicant household will be used to determine whether they are above or below the published HCD income limits. Income qualification criteria for HOME and CDBG, as shown in the most recent HCD program-specific guidance at <http://www.hcd.ca.gov/fa/cdbg/GuideFedPrograms.html>, will be followed to

independently determine and certify the household's annual gross income. Income will be verified by reviewing and documenting tax returns, copies of wage receipts, subsidy checks, bank statements and third-party verification of employment forms sent to employers. All documentation shall be dated within six months prior to loan closing and kept in the applicant file and held in strict confidence.

A. HOUSEHOLD INCOME DEFINITION:

Household income is the annual gross income of all adult household members that is projected to be received during the coming 12-month period, and will be used to determine program eligibility. Refer to Income Inclusions and Exclusions for further guidance to the types of incomes to be included or excluded when calculating gross annual income. For those types of income counted, gross amounts (before any deductions have been taken) are used. Two types of income that are not considered would be income of minors and of live-in aides. Certain other household members living apart from the household also require special consideration. The household's projected ability to pay must be used, rather than past earnings, when calculating income.

The link to Annual Income Inclusions and Exclusions is:

http://www.hcd.ca.gov/fa/cdbg/FedProgGuideDocs/AppendixB_AnnualIncomeInclusionsExclusions.doc

See Attachment A: HOME and CDBG 24 CFR Part 5 Annual Income Inclusions and Exclusions and Attachment A-1: CalHome Title 25 Section 6914 Annual Income inclusions and Exclusions (State)

B. ASSETS:

There is no asset limitation for participation in the Program. Income from assets is, however, recognized as part of annual income under the Part 5 definition. An asset is a cash or non-cash item that can be converted to cash. The value of necessary items such as furniture and automobiles are not included. (*Note: it is the income earned – e.g. interest on a savings account – not the asset value, which is counted in annual income.*)

An asset's cash value is the market value less reasonable expenses required to convert the asset to cash, including: Penalties or fees for converting financial holdings and costs for selling real property. The cash value (rather than the market value) of an item is counted as an asset.

The Link to Asset Inclusions and Exclusions is:

http://www.hcd.ca.gov/fa/cdbg/FedProgGuideDocs/AppendixC_AnnualIncomeAssetInclusionsExclusions.doc

See Attachment B: Part 5 Annual Income Net Family Asset Inclusions and Exclusions

2.3. HOMEOWNER ELIGIBILITY AND RESIDENCY REQUIREMENTS

The City's Housing Rehabilitation Program allows for owner-occupied and owner-investor/tenant-occupied properties to participate in the Program. Owner-occupied units must be the owner's principal place of residence. **Note: Owner-investor/tenant-occupied properties are eligible under only CDBG funding, and must meet all requirements listed under section 2.3.2.** A photocopy of a recent utility bill will verify proof of occupancy. No unit to be rehabilitated will receive financial assistance if it is currently occupied by an over-income household or does not meet the eligibility standards outlined in these guidelines.

2.3.1 OWNER-OCCUPIED

A. Continued residency is monitored annually per Attachment F for the term of the loan. Occupancy will be verified by the submission of the following:

1. Proof of occupancy in the form of a copy of a current utility bill; and
2. Statement of unit's continued use as primary residence of the owner.

B. In the event that an homeowner sells, transfers title, or discontinues residence in the rehabilitated property for any reason, the loan becomes due and payable, unless the following conditions are met:

The homeowner who received the loan dies and the heir to the property meets income requirements and intends to occupy the home as his/her principal residence. Upon approval of the City, the heir may be permitted to assume the loan at the rate and terms the heir qualifies for under current participation guidelines. If the heir does not meet applicable eligibility requirements, the loan is due and payable. **Note: Loans provided by CalHome are not assumable.**

C. If a homeowner converts the property to a rental unit, or any commercial or non-residential use, the loan is due and payable, unless the loan was funded with CDBG and tenant and homeowner meet eligibility requirements as described in Section 2.3.2. below.

If the loan is funded with a CalHome Loan it is not transferable except under the following limited circumstances:

- (a) The transfer of the Property to the surviving joint tenant by devise, descent or operation of the law, on the death of a joint tenant;
- (b) A transfer of the Property where the spouse becomes an owner of the property;
- (c) A transfer of the Property resulting from a decree of dissolution of marriage, legal separation or from an incidental property settlement agreement by which the spouse becomes an owner of the Property; or

- (d) A transfer to an inter vivos trust in which the Borrower is and remains the beneficiary and occupant of the property.

2.3.2. OWNER INVESTOR REQUIREMENTS (eligible only under CDBG-funded programs)

- A. If the owner-investor sells or transfers title of the rehabilitated property for any reason, the loan is due and payable.
- B. An owner-investor may convert a rental property to his or her personal residence if all conditions below exist:
 - 1. He or she can prove that the previous tenant was not evicted without cause.
 - 2. He or she is income eligible.
 - 3. He or she requests approval from the City.
- C. If an owner-investor converts the rental property to his or her personal residence, but is not income eligible, the loan is due and payable.
- D. If the owner wants to convert the rehabilitated property to any commercial or non-residential use, the loan is due and payable.
- E. Over-income rental households occupying units in a project which will receive financial assistance for other eligible units will be allowed to stay in their respective units. To prevent owners from evicting ineligible tenants before applying for the Program, the owner must certify that no tenant has been forced to move without cause during the previous six months.

3.0. PROPERTY ELIGIBILITY

3.1. CONDITIONS

- A. No unit will be eligible if a household's income exceeds the prescribed income limits listed in Attachment C.
- B. Units to be rehabilitated must be located within the incorporated areas of the City's jurisdiction.
- C. Property must contain a legal residential structure intended for continued residential occupancy.
- D. All repair work will meet Local Building Code standards. At a minimum, health and safety hazards must be eliminated. For CDBG the priority will be the elimination of health and safety hazards. City may also require elimination of code deficiencies. When HOME funds are used for housing rehabilitation, the property

must meet all applicable current codes, rehabilitation standards, ordinances, and zoning ordinances at the time of project completion. However, if certain components of the house are sound and were built to code prescribed at the time of installation, no repair or alteration will be made to those components. Section 8 Housing Quality Standards may be required on rentals by City when CDBG funds are used.

3.2. ANTI-DISPLACEMENT POLICY AND RELOCATION ASSISTANCE

Tenants will be informed of their eligibility for temporary relocation benefits if occupancy during rehabilitation constitutes a danger to health and safety of occupants or public danger or is otherwise undesirable because of the nature of the project. Relocated persons will receive increased housing costs, payment for moving and related expenses and appropriate advisory services, as detailed in the City's "Residential Anti-displacement and Relocation Assistance Plan" (**Attachment E**).

Owner-occupants are not eligible for temporary relocation benefits, unless health and safety threats are determined to exist by the Program Operator. In cases where relocation is determined to be necessary by the City/Program Operator, assistance may be provided for actual costs incurred from the applicant's loan proceeds or as a grant (**see Section 4.4. for allowable grants**). HOME-funded projects will provide relocation assistance in the form of a grant, which shall be included in the maximum assistance amount.

Note: Relocation benefits are not a requirement under CalHome, but are acceptable and may be covered by loan proceeds.

3.3. NOTIFICATION AND DISCLOSURES - Not required by CalHome

- A. Occupants of units constructed prior to 1978 will receive proper notification of Lead-Based Paint (LBP) hazards as follows:

The Lead Hazard Information Pamphlet published by the EPA/HUD/Consumer Product Safety Commission will be given to all owners regardless of the cost of rehabilitation or paint test findings. If lead-based paint is found through testing or if presumed, a Notice of Lead Hazard Evaluation or Presumption will also be supplied. When Lead hazards are present, a Notice of Lead Hazard Reduction Activity and a Lead Hazard Evaluation Report will also be provided (**Attachment I**).

- B. Tenants located in properties that will receive housing rehabilitation will be provided a notice outlining their relocation rights and benefits (**Attachment E**).

4.0. THE PROGRAM LOAN

4.1. MAXIMUM AMOUNT OF PROGRAM ASSISTANCE

An eligible homeowner may qualify for the full cost of rehabilitation/reconstruction work needed to comply with State and local codes and ordinances. Maximum assistance shall not exceed the City's County maximum HOME Subsidy Limits Per Unit at <http://www.hcd.ca.gov/financial-assistance/home-investment-partnerships-program/homelimits.html>. **See Attachment C for current limits. For CDBG-funded programs the maximum assistance for rehabilitation/reconstruction will not exceed \$185,000.**

4.2. AFFORDABILITY PARAMETERS FOR HOMEOWNERS

- A. Total indebtedness against property shall not exceed 100 percent of after-rehabilitation value as determined by "Estimates of value" or an appraisal, for CDBG or HOME projects. The exception for HOME loans is per HOME Management Memorandum 13-01 at http://www.hcd.ca.gov/financial-assistance/home-investment-partnerships-program/mmemo/Memo_13-01_re_grants_for_OOR.doc, wherein the entire HOME assistance amount is granted rather than loaned, due to a lack of any after-rehabilitation equity based on existing loans on the property. An estimate of after-rehab value will be made prior to making a commitment of funds using the method outlined in Section 4.5. Note: This does not apply to CalHome projects.
- B. HOME-funded units' after-rehabilitation value shall not exceed the HOME Program Maximum Purchase Price/After-Rehabilitation Value Limits for City's County as updated by HUD and published on the HCD Website at <http://www.hcd.ca.gov/financial-assistance/home-investment-partnerships-program/homelimits.html>. **See Attachment C.**
- C. Total indebtedness against property shall not exceed 105 percent of the after-rehabilitation value as determined by an appraisal for CalHome projects. An estimate of After-Rehab Value will be made prior to making a commitment of funds using the method outlined in Section 4.5. Note: This does not apply to HOME or CDBG projects.
- D. Costs may be supplemented with personal financing and/or credit will be provided for volunteer labor ("sweat equity") valued at \$10 per hour as per Section 6.1.D., or with other loan or grant programs, which are sources of leverage for the City. Sweat equity is not permissible for the HOME Program.
- E. Any bid within 10% of the Program Operator's estimate may be selected, otherwise an explanation must be provided to the file for a bid selected exceeding 10% of the estimate.

4.3. RATES AND TERMS

4.3.1. OWNER-OCCUPANTS

- A. Homeowners are eligible for Deferred Payment Loans (DPL), at zero interest, evidenced by a Promissory Note and secured by a Deed of Trust, with no payback required for 30 years unless the borrower sells or transfers title or discontinues residence in the dwelling. Payments may be made voluntarily on a DPL. **Note: If it is determined by the City that repayment of a CalHome or CDBG Program loan at the maturity date causes a hardship to the homeowner, the City may opt the following:**

1. Amend the note and deed of trust to defer repayment of the amount due at maturity, that is balance of the original principal plus the accrued interest, for up to an additional 30 years (at 0% additional interest). This may be offered one time;
 2. Convert the debt at loan maturity; that is the balance of the original principal plus any accrued interest, to an amortized loan, repayable in 15 years at 0% additional interest.
- B. If the homeowner dies, and if the heir(s) to the property live(s) in the house and is/are income eligible, the heir(s) may be permitted, upon approval of the City, to assume the loan at the rate and terms the heir(s) qualifies for under current participation guidelines. **Note: CalHome loans are not assumable.**
- C. If the homeowner dies and the heir(s) is/are not income eligible, the loan becomes all due and payable.
- D. If a homeowner converts the rehabilitated property to any residential-rental, commercial or non-residential use, the loan becomes all due and payable, unless they meet requirements outlined in Section 2.3.2.
- E. As specified in the Rehabilitation Loan Agreement, all applicants who participate in the Program must maintain the property at post-rehabilitation conditions for the term of the loan. Should the property not be maintained accordingly, the loan shall be considered in default and becomes all due and payable, and if necessary, foreclosure proceedings will be initiated. A method of inspection will be established by the City.

4.3.2. OWNER-INVESTORS (eligible under only CDBG-funded programs)

The rate and terms for an owner-investor may vary depending on the owner's financial situation below are the options available:

- A. Amortized Loan - Below Market Interest Rate (BMIR) loan at 3 percent interest, secured by a deed of trust and with a maximum term of 15 years.
- B. DPL for a TIG owner-investor who agrees to comply with standard investor restrictions (i.e., Maintenance Agreement for minimum five years and recorded Rent Limitation Agreement for life of the loan), as outlined below. DPL terms are the same as those described in 4.3.2.B. above.
- C. Rent Limitation Agreement (RLA)
An owner-investor who elects to rehabilitate a rental unit with CDBG financing must sign an RLA, which will be recorded. This agreement will specify:
 1. In no instance shall rents exceed the U.S. Department of Housing and Urban Development (HUD) Fair Market Rent (FMR) schedule while the RLA is in effect.
 2. Base Rent -- Vacant Unit
If the house is vacant, rent charges shall not exceed 30 percent of 80 percent

of the City median income for the appropriate household size in that unit. Owner-investor shall affirmatively seek TIG households. Where such efforts do not result in eligible TIG tenants, the owner-investor shall contact the City for guidance.

3. Base Rent -- Occupied Unit
If the house is occupied, rent charges shall not exceed 30 percent of the existing tenants' household income; or, where, before rehabilitation, rents already exceed 30 percent of the existing tenants' income, no rent increases shall be allowed which provide for rents plus utilities over 30 percent of the tenants' income.
4. Terms -- BMIR finance will require rent limitation for a minimum of 5 years. DPL financing will require rent limitations for the full term of the loan.
5. Verification -- Each year during the term of the Agreement, the borrower shall provide the City with a written list of current occupants' names and monthly rents by January 15th. The City may verify this information with the occupant.
6. Compliance -- Failure to comply with these terms and conditions will result in the loan becoming due and payable. If necessary, foreclosure proceedings will be initiated.

D. Maintenance Agreement

As specified in the Rehabilitation Loan Agreement, an owner-investor who participates in the Program must maintain the property at post-rehabilitation conditions for the term of the loan(s). Should the property not be maintained accordingly, the loan will become due and payable, and if necessary, foreclosure proceedings will be initiated.

4.4. GRANTS

- A. CDBG-funded programs may provide grants as follows:
A grant of up to \$7,500 is available for any one of the following qualifying factors:
 1. Senior Citizen - at least 62 years old; or
 2. Handicapped – for only handicap modifications to a house with one or more physically handicapped occupants who would function more independently if such modifications were installed; or
 3. Lowest Targeted Income Group – with gross annual income less than 50 percent of County median income; or
 4. Equity maintenance – if financing rehabilitation entirely with a loan would cause indebtedness to exceed 100% of after-rehabilitation value.
- B. HOME and CDBG provide grants for all actual costs of lead-based paint evaluation and reduction activities.
- C. HOME and CDBG provide grants for relocation assistance. See Relocation Assistance Plan, **Attachment E**.

1. Owner-Occupant – Limit of \$3,000.

2. Residential Tenant – Assistance will be provided at the level necessary to comply with the Uniform Relocation Act (URA) and Section 104(d) of the Housing and Community Development Act of 1974. **Note: HOME funds cannot be used for tenant-occupied units.**

D. **Grants are not available in CalHome-funded programs.****4.5. APPRAISAL**

- A. The After-Rehab Value for rehabilitation projects is determined using the “Estimates of value” method. The City or Program Operator determines estimates of value based on the sale prices of at least three (3) comparable properties, sold within the last six months (within one year of the assistance date, which is the date the promissory note is signed), and located within one mile of the subject property. The participants’ file will include the estimate of value and document the basis for the value estimates. The purpose of the “Estimates of value” is to determine that the After-Rehabilitation Value Limit of the housing unit will not exceed the permitted amount per HCD Program regulations (**See Attachment C**). If three comparable properties cannot be found, or if there is any question regarding the After-Rehab Value, the ARV will be determined by a licensed appraiser, as described in Section 4.5.B. below.
- B. A licensed appraiser determines the After-Rehab Value for rehabilitation projects, when the “Estimates of value” method cannot be used. For rehabilitation projects the appraiser determines the value of the unit with the rehabilitation building plans and specifications included. The cost of the appraisal will be paid by the City, not by the homeowner. The purpose of the appraisal is to determine that the after-rehabilitation value of the housing unit will not exceed the permitted amount per HCD Program regulations (**See Attachment C**), and that the combined loans will not exceed the maximum combined loan-to-value limit, as described in Section 4.2.A above.
- C. The After-Rehab Value for reconstruction projects is determined by a licensed appraiser. The After-Rehab Value for reconstruction projects is determined by an appraisal completed off the building plans and specifications for the new home. The cost of the appraisal will be paid by the City, not by the homeowner. The purpose of the appraisal is to determine that the After-Rehabilitation Value Limit of the housing unit will not exceed the permitted amount per HCD Program regulations (**See Attachment C**).

4.6. INSURANCE**4.6.1. FIRE INSURANCE**

The homeowner shall maintain fire insurance on the property for the duration of the Program loan(s). This insurance must be an amount adequate to cover all encumbrances on the property. The insurer must identify the City as Loss Payee for the amount of the Program loan(s). Evidence of this shall be provided to the City.

In the event the applicant fails to make the fire insurance premium payments in a timely fashion, the City at its option, may make such payments for a period not to exceed 60 days. The City may, in its discretion and upon the showing of special circumstances, make such premium payments for a longer period of time. Should the City make any payments, it may, in its sole discretion, add such payments to the principal amount that the applicant is obligated to repay the City under this Program. The premium may be paid by the Program loan for one year. **Note: HOME and CDBG funds cannot be used to pay insurance cost beyond those identified as initial loan costs. Note: CalHome funds can not be used to pay insurance at any time.**

4.6.2. FLOOD INSURANCE

For homes in a 100-year flood zone, the owner is required to maintain flood insurance in an amount adequate to secure the Program loan and all other encumbrances. This policy must designate the City as Loss Payee and a binder shall be provided to the City and maintained in the borrowers file. The premium may be paid by the Program loan for one year. **Note: HOME funds cannot be used to pay insurance cost beyond those identified as initial loan costs. Note: CalHome funds can not be used to pay insurance at any time.**

4.7. LOAN SECURITY

- A. Loan security for all owner-occupied rehabilitation stick-built homes will be secured by the real property and improvements, and will also include a Deed of Trust, Promissory Note and Loan Agreement in favor of the City.
- B. A manufactured home in a mobile home park or on leased land that is not on a permanent foundation will be secured by an HCD 480.7 or an HCD 484 Statement of Lien, and will also include a Promissory Note and Loan Agreement.
- C. Entering a subordinate lien is acceptable. However, the City will not subordinate a first lien position once established.

5.0. PROGRAM LOAN SERVICING AND MAINTENANCE

5.1. PAYMENTS ARE VOLUNTARY

Borrowers may begin making voluntary payments at any time.

5.2. RECEIVING LOAN REPAYMENTS

- A. Program loan payments will be made to:

Please contact the City of Brawley, Housing Division, 205 S Imperial Avenue, Brawley, CA 92227 – (760) 344-8622

- B. The City will be the receiver of loan payments or recapture funds and will maintain a financial record-keeping system to record payments and file statements on

payment status. Payments shall be deposited and accounted for in the City's appropriate Program Income Account, as required by all three HCD programs. The City will accept loan payments from borrowers prepaying deferred loans, from borrowers making payments in full upon sale or transfer of the property, and homeowners of tenant-occupied units. All loan payments are payable to the City. The City may at its discretion, enter into an agreement with a third party to collect and distribute payments and/or complete all loan servicing aspects of the Program.

5.3. LOAN SERVICING POLICIES AND PROCEDURES

See **Attachment F** for local loan servicing policies and procedures. While the attached policy outlines a system that can accommodate a crisis that restricts borrower repayment ability, it should in no way be misunderstood: The loan must be repaid. All legal means to ensure the repayment of a delinquent loan as outlined in the Loan Servicing Policies and Procedures will be pursued.

5.4. LOAN MONITORING PROCEDURES

Homeowners will be required to submit each of the following to the City at the time of annual occupancy verification per Attachment F:

- Proof of occupancy in the form of a copy of a current utility bill;
- Statement of unit's continued use as a residence;
- Declaration that other title holders do not reside on the premises;
- Verification that Property Taxes are current; and
- Verification of current required insurance policies.

5.5. DEFAULT AND FORECLOSURE

If an owner defaults on a loan, and foreclosure procedures are instituted, they shall be carried out according to the Program Foreclosure Policy adopted by the City, and attached to these guidelines as **Attachment G**.

5.6. SUBORDINATIONS

The City may approve a request to subordinate a loan, in order for the owner to refinance the property, under the following conditions:

- A. The lien position of the City loan will remain the same or be advanced.
- B. The new primary loan is no greater than the balance of the loan being refinanced, except the costs of refinancing the loan may be added to the principal balance.
- C. The purpose of the new primary loan is to reduce the interest rate being paid and/or reduce the owner's payment.

- D. The refinanced loan must have an impound account for taxes and insurances.
- E. The refinancing terms must be acceptable to the City.
- F. CDBG allows refinancing with CDBG funds in conjunction with only rehabilitation of the unit.

6.0. CONSTRUCTION

6.1. STANDARDS

- A. All repair work will meet Local Building Code standards. At a minimum, health and safety hazards must be eliminated. For CDBG the priority will be the elimination of health and safety hazards. City may also require elimination of code deficiencies. When HOME funds are used for housing rehabilitation, the property must meet all applicable current codes, rehabilitation standards, ordinances, and zoning ordinances at the time of project completion. However, if certain components of the house are sound and were built to code prescribed at the time of installation, no repair or alteration will be made to those components. Section 8 Housing Quality Standards may be required on rentals by City when CDBG funds are used.
- B. Contracting Process
 - 1. Contracting will be done on a competitive basis.
 - 2. The homeowner will be the responsible agent, but the City and/or its Program Operator will prepare the work write-up, prepare and advertise the bid package, and assist the owner in negotiating the construction contract.
 - 3. The City does not warrant any construction work, or provide insurance coverage.
- C. Approved Contractors
 - 1. Contractors are required to be licensed with the State of California, and be active and in good standing with the Contractors' License Board.
 - 2. Contractors will be checked against HUD's list of federally debarred contractors. No award will be granted to a contractor on this list.
 - 3. Contractors must have public liability and property damage insurance, and worker's compensation, unemployment and disability insurance, to the extent required by State law.
 - 4. Contractor must agree to comply with all federal and state regulations.

D. Sweat Equity Labor (not permissible for the HOME Program)

1. Homeowners may agree to participate in the rehabilitation of their property by providing sweat equity labor as all or part of the project. The "Participant Labor Agreement Form" will indicate the tasks the owner will complete. The loan amount will include all items in the accepted bid, or in-house cost estimate, including sweat equity, so that should the homeowner be unable to complete their portion of the job, labor funds will be available to complete the job. Upon completion of the total job, the labor saved through sweat equity will be a credit against the agreed upon project cost, which included labor prior to the commitment of sweat equity, thereby providing a credit to the original job cost estimate such that the loan balance will equal the actual net project cost for outside labor and materials.
2. In cases where the homeowner agrees to do parts of the job, an agreement will be signed by the homeowner, specifying tasks and completion times. If the work is not completed in a timely manner, the contractor working on the job may be asked to complete the work.
3. If the project has lead paint hazards, the homeowner must provide documentation of lead paint training for each person to be working on the house prior to signing the sweat equity agreement or starting work. Lead hazard worker certifications will not be necessary if the project does not have lead paint (built after 1978 or tested negative for lead paint), or the project is cleared of lead hazards by a certified lead inspector, and the work performed by the homeowner will not create additional lead hazards.
4. The value or leverage generated from sweat equity will be determined on the basis of ten dollars (\$10) per hour. The cost difference or savings generated will be documented in the construction portion of the file.
5. The City reserves the right to determine whether the work is appropriate for sweat equity labor, or if the owner is capable of such labor.
6. CalHome requires that a homeowner have a valid contractor's license to perform the rehabilitation work themselves.

E. Occupants of units constructed prior to 1978 will receive proper notification of Lead-Based Paint (LBP) hazards as identified in Section 3.3.A. **Note: Units funded solely with CalHome funds are not required to comply with LBP regulations.**

F. Units constructed prior to 1978 will also be inspected according to the following HUD regulations. **Note: Units funded solely with CalHome funds are not required to comply with LBP regulations.** For CDBG funded programs please refer to Chapter 20, Lead-Based Paint Requirements for guidance in the CDBG Grant Management Manual.

1. If the total amount of Federal assistance or the total amount of rehabilitation hard cost is up to and including \$5,000, the following is required:
 - (a) Paint testing or presume LBP;
 - (b) Clearance of disturbed work areas; and
 - (c) Notifications listed in Section 3.3.A.

2. If the amount of Federal assistance or the total amount of rehabilitation hard cost is more than \$5,000 up to and including \$25,000, the following is required:
 - (a) Paint testing or presume LBP;
 - (b) Risk assessment; and
 - (c) Clearance of unit.

If LBP hazards are identified, interim controls will be implemented. This level will also require a notice of "Abatement of Lead Hazards Notification" at least five days prior to starting work.

3. If the amount of Federal assistance or the total amount of rehabilitation hard cost is more than \$25,000, the following is required:
 - (a) Items (a), (b), and (c) of 2. above;
 - (b) Abatement of all LBP hazards identified or produced;
 - (c) Use of interim controls on exterior surfaces not disrupted by rehab; and all notices listed above in Sections 3.3.A. and 6.1.F.2.
4. All paint tests that result in a negative finding of lead-based paint are exempt from any and all additional requirements. If defective paint surfaces are found, they will be properly treated or abated. A State-certified Inspector/Assessor will perform all paint testing, risk assessments, and clearances. A trained supervisor may oversee interim controls; however, a certified supervisor and workers will perform all abatement.

6.2. ELIGIBLE CONSTRUCTION COSTS

"Rehabilitation" means, in addition to the definition in Section 50096 of the Health and Safety Code, repairs and improvements to a manufactured home necessary to correct any condition causing the home to be substandard pursuant to Section 1704 of Title 25, California Code of Regulations. Rehabilitation also includes room additions to alleviate overcrowding. Rehabilitation also means repairs and improvements where necessary to meet any locally-adopted standards used in local rehabilitation programs. Rehabilitation does not include replacement of personal property.

Rehabilitation includes reconstruction. Federal law and policy allows the use of HOME funds to demolish and reconstruct owner-occupied residential structures. Reconstruction is defined as the demolition and construction of a structure. The City and/or Program Operator must document that the reconstruction costs are less than the cost to rehabilitate the existing substandard housing. This will be done using the State's CDBG Test for Reconstruction, for projects funded with CDBG funds; or, using the State's HOME Test for Reconstruction, for projects funded with HOME funds.

Additionally, the City must determine that the project's value after reconstruction (housing and land combined) is less than the Maximum After-Rehabilitation Value for the City (see Attachment C, One-Family).

The residential structure to be reconstructed must be a structure with cooking, eating, sleeping, and sanitation facilities which has been legally occupied as a residence within

the preceding 12 months. Fifth wheels or recreational vehicles, for example, are not considered dwellings and therefore are not eligible under this Program.

Like for like requires that the structure being demolished must be replaced with a like structure (replace manufactured housing with manufactured housing, for example). However, additions may be approved by the HCD Program when required by Codes/Ordinances or to alleviate overcrowding. (See Attachment C)

Temporary relocation benefits must be planned for and budgeted into the total allowable subsidy for the project, but if required would be in the form of a grant.

Depending on the outcome of the Statutory Worksheet (Environmental test), a reconstructed project may require Authority from the State before funds are committed to the project.

Allowable rehabilitation\reconstruction costs include:

- A. Cost of building permits and other related government fees.
- B. Cost of architectural, engineering, and other consultant services which are directly related to the rehabilitation of the property.
- C. Rehabilitation or Replacement of a manufactured home not on a permanent foundation. Rehabilitation of a manufactured home may include the replacement of the unit with a used manufactured home and the cost to repair it, as long as the unit has been occupied and not used as a demonstration model. Should the unit meet the criteria for reconstruction a new manufactured home can be used for replacement and all cost associated with the purchase and transportation can be added to the loan.
- D. Owner-occupied rehabilitation activity delivery fees, pursuant to Section 7733(f), as reimbursement to the City for the actual costs of services rendered to the homeowner that are incidentally but directly related to the rehabilitation work (e.g. planning, engineering, construction management, including inspections and work write-ups).
- E. Rehabilitation will address the following issues in the order listed. Eligible costs are included for each item.

1. Health and Safety Issues

Eligible costs include, but are not limited to, energy-related improvements, lead-based paint hazard evaluation and reduction activities, improvements for handicapped accessibility, repair or replacement of major housing systems. A driveway may be considered part of rehabilitation if it is determined to be a health and safety issue.

2. Code and Regulation Compliance

Eligible costs include, but are not limited to, additional work required to rehabilitate and modernize a home, and bring it into compliance with current building codes and regulations. Painting and weatherization are included.

3. Demolition

Eligible costs include, but are not limited to, the tear down and disposal of dilapidated structures when they are a part of the reconstruction of an affordable housing unit. If a garage or carport is detached, it may not be rehabilitated but may be demolished, if it is determined to be a health and safety issue.

4. Upgrades

Eligible costs include additional bedrooms and bathrooms if the need can be demonstrated per HUD's or City's overcrowding guidelines listed in **Attachment C**. The Program will not fund additions to a home for a den or family room, or for any luxury items.

The CalHome Program's requirement is that a bedroom or bathroom can be added to omit overcrowding, and this is up to the Recipient to decide what is overcrowding.

5. General Property Improvements

Eligible costs include, but are not limited to, installation of a stove or dishwasher; and repair or installation of fencing.

All improvements must be physically attached to the property and permanent in nature. Non-code property improvements (fencing, landscaping, driveway, etc.) will be *limited to 15 percent* of the rehabilitation loan amount. Any cash contribution by the property owner will be considered a general property improvement and be included in this percentage. Luxury items are not permitted. Items such as stoves and dishwashers that are not built-in may be replaced due only to incipient failure or documented medical condition of the homeowner, and must be of moderate quality.

6. Rehabilitation Standards

All repair work related to health and safety conditions will meet Local Building Code standards. The priority will be the elimination of health and safety hazards and code compliance.

6.3. ELIGIBLE PROJECT COSTS

Examples of eligible project costs for all expenses related to the paperwork for processing and insuring a loan application are listed below. For HOME, these costs are considered activity delivery costs and may not be charged to the homeowner's loan.

- Appraisal
- Property Report/Title Insurance
- Building Plan
- Termite Report
- Land Survey
- Grading Plan
- Recording Fees
- Fire/Course of Construction Insurance
- Flood Insurance, as applicable (not allowed with CalHome or HOME funds)

Costs are based on charges currently incurred by the City, or its Program Operator, for these products and/or services. Except for HOME loans, any cost increases charged to the City/Program Operator for these products and/or services will be passed on to the homeowner and included in the loan. All fees are subject to change and are driven by the market.

6.4. REPAIR CALLBACKS

Contractors will comply with State law regarding all labor and material warranties. All labor and material shall meet FHA minimum specifications.

6.5. SWEAT EQUITY

The City will determine if Sweat Equity will be allowed on a case-by-case basis in accordance with Section 6.1.D. CalHome requires that a homeowner have a valid contractor's license to perform the rehabilitation work themselves. The HOME Program does not allow this option.

7.0. EXCEPTIONS AND SPECIAL CIRCUMSTANCES**7.1. AMENDMENTS**

The City may make amendments to these Participant Guidelines. Any changes made shall be in accordance with federal and state regulations, shall be approved by the City Council and/or local governing body and submitted to HCD for approval.

7.2. EXCEPTIONS

Any case to which a standard policy or procedure, as stated in the guidelines, does not apply or an applicant treated differently from others of the same class would be an exception.

7.2.1 PROCEDURES FOR EXCEPTIONAL CIRCUMSTANCES

- A. The City or its Program Operator may initiate consideration of an exception and prepare a report. This report shall contain a narrative, including the City's/Program Operator's recommended course of action and any written or verbal information supplied by the applicant.
- B. The City shall make a determination of the exception based on the recommendation of the Program Operator. The request can be presented to the City Council and/or governing body for decision.

8.0. DISPUTE RESOLUTION AND APPEALS PROCEDURES**8.1. PROGRAM COMPLAINT AND APPEAL PROCEDURE**

Complaints concerning the City's Rehabilitation Program should be made to the Program Operator first. If unresolved in this manner, the complaint or appeal shall be made in writing and filed with the City. The City will then schedule a meeting with the City's Loan Review Committee. Their written response will be made within thirty (30) working days. If the applicant is not satisfied with the committee's decision, a request for an appeal may be filed with the local governing body. Final appeal may be filed in writing with HCD within one year after denial or the filing of the Project Notice of Completion.

8.2. GRIEVANCES BETWEEN PARTICIPANTS AND CONSTRUCTION CONTRACTOR

Contracts signed by the contractor and the participant include the following clause, which provides a procedure for resolution of grievances:

Any controversy arising out of or relating to this Contract, or the breach thereof, shall be submitted to binding arbitration in accordance with the provisions of the California Arbitration Law, Code of Civil Procedure 1280 et seq., and the Rules of the American Arbitration Association. The arbitrator shall have the final authority to order work performed, to order the payment from one party to another, and to order who shall bear the costs of arbitration. Costs to initiate arbitration shall be paid by the party seeking arbitration. Notwithstanding, the party prevailing in any arbitration proceeding shall be entitled to recover from the other all attorney's fees and costs of arbitration.

ATTACHMENT A

24 CFR Part 5 ANNUAL INCOME INCLUSIONS AND EXCLUSIONS

Part 5 Inclusions

This table presents the Part 5 income inclusions as stated in the HUD Technical Guide for Determining Income and Allowances for HOME Program (Third Edition; January 2005).

General Category	(Last Modified: January 2005)
1. Income from wages, salaries, tips, etc.	The full amount, before any payroll deductions, of wages and salaries, overtime pay, commissions, fees, tips and bonuses, and other compensation for personal services.
2. Business Income	The net income from the operation of a business or profession. Expenditures for business expansion or amortization of capital indebtedness shall not be used as deductions in determining net income. An allowance for depreciation of assets used in a business or profession may be deducted, based on straight-line depreciation, as provided in Internal Revenue Service regulations. Any withdrawal of cash or assets from the operation of a business or profession will be included in income, except to the extent the withdrawal is reimbursement of cash or assets invested in the operation by the family.
3. Interest & Dividend Income	Interest, dividends, and other net income of any kind from real or personal property. Expenditures for amortization of capital indebtedness shall not be used as deductions in determining net income. An allowance for depreciation is permitted only as authorized in number 2 (above). Any withdrawal of cash or assets from an investment will be included in income, except to the extent the withdrawal is reimbursement of cash or assets invested by the family. Where the family has net family assets in excess of \$5,000, annual income shall include the greater of the actual income derived from all net family assets or a percentage of the value of such assets based on the current passbook savings rate, as determined by HUD.
4. Retirement & Insurance Income	The full amount of periodic amounts received from Social Security, annuities, insurance policies, retirement funds, pensions, disability or death benefits, and other similar types of periodic receipts, including a lump-sum amount or prospective monthly amounts for the delayed start of a periodic payment (except for certain exclusions, listed in Income Exclusions, number 14).
5. Unemployment & Disability Income	Payments in lieu of earnings, such as unemployment and disability compensation, worker's compensation and severance pay (except for certain exclusions, listed in Income Exclusions, number 3).
6. Welfare Assistance	<p>Welfare Assistance. Welfare assistance payments made under the Temporary Assistance for Needy Families (TANF) program are included in annual income:</p> <ul style="list-style-type: none"> • Qualify as assistance under the TANF program definition at 45 CFR 260.31; and • Are otherwise excluded from the calculation of annual income per 24 CFR 5.609(c). <p>If the welfare assistance payment includes an amount specifically designated for shelter and utilities that is subject to adjustment by the welfare assistance agency in accordance with the actual cost of shelter and utilities, the amount of welfare assistance income to be included as income shall consist of:</p> <ul style="list-style-type: none"> • the amount of the allowance or grant exclusive of the amount specifically designated for shelter or utilities; plus: • the maximum amount that the welfare assistance agency could in fact allow the family for shelter and utilities. If the family welfare assistance is reduced from the standard of need by applying a percentage, the amount calculated under 24 CFR 5.609 shall be the amount resulting from one application of the percentage.
7. Alimony, Child Support, & Gift Income	Periodic and determinable allowances, such as alimony and child support payments, and regular contributions or gifts received from organizations or from persons not residing in the dwelling.
8. Armed Forces Income	All regular pay, special pay, and allowances of a member of the Armed Forces (except as provided in number 8 of Income Exclusions).

Part 5 exclusions

This table presents the Part 5 income exclusions as stated in the HUD Technical Guide for Determining Income and Allowances for HOME Program (Third Edition; January 2005).

General Category	(Last Modified: January 2005)
1. Income of Children	Income from employment of children (including foster children) under the age of 18 years.
2. Foster Care Payments	Payments received for the care of foster children or foster adults (usually persons with disabilities, unrelated to the tenant family, who are unable to live alone).
3. Inheritance and Insurance Income	Lump-sum additions to family assets, such as inheritances, insurance payments (including payments under health and accident insurance and worker's compensation), capital gains, and settlement for personal or property losses (except for certain exclusions, listed in Income Inclusions, number 5).
4. Medical Expense Reimbursements	Amounts received by the family that are specifically for, or in reimbursement of, the cost of medical expenses for any family member.
5. Income of Live-in Aides	Income of a live-in aide (as defined in 24 CFR 5.403).
6. Income from a Disabled Member	Certain increase in income of a disabled member of qualified families residing in HOME-assisted housing or receiving HOME tenant-based rental assistance (24 CFR 5.671 (a)).
7. Student Financial Aid	The full amount of student financial assistance paid directly to the student or to the educational institution.
8. "Hostile Fire" Pay	The special pay to a family member serving in the Armed Forces who is exposed to hostile fire.
9. Self-Sufficiency Program Income	<ul style="list-style-type: none"> a. Amounts received under training programs funded by HUD. b. Amounts received by a person with a disability that are disregarded for a limited time for purposes of Supplemental Security Income eligibility and benefits because they are set aside for use under a Plan to Attain Self-Sufficiency (PASS). c. Amounts received by a participant in other publicly assisted programs that are specifically for, or in reimbursement of, out-of-pocket expenses incurred (special equipment, clothing, transportation, childcare, etc.) and which are made solely to allow participation in a specific program. d. Amounts received under a resident service stipend. A resident service stipend is a modest amount (not to exceed \$200 per month) received by a resident for performing a service for the PHA or owner, on a part-time basis, that enhances the quality of life in the development. Such services may include, but are not limited to, fire patrol, hall monitoring, lawn maintenance, resident initiatives coordination, and serving as a member of the PHA's governing board. No resident may receive more than one such stipend during the same period of time. e. Incremental earnings and benefits resulting to any family member from participation in qualifying state or local employment training programs (including training not affiliated with a local government) and training of a family member as resident management staff. Amounts excluded by this provision must be received under employment training programs with clearly defined goals and objectives, and are excluded only for the period during which the family member participates in the employment-training program.
10. Gifts	Temporary, nonrecurring, or sporadic income (including gifts).
11. Reparation Payments	Reparation payments paid by a foreign government pursuant to claims filed under the laws of that government by persons who were persecuted during the Nazi era.
12. Income from Full-time Students	Earnings in excess of \$480 for each full-time student 18 years old or older (excluding the head of household or spouse).
13. Adoption Assistance Payments	Adoption assistance payments in excess of \$480 per adopted child.
14. Social Security & SSI Income	Deferred periodic amounts from supplemental security income and social security benefits that are received in a lump sum amount or in prospective monthly amounts.
15. Property Tax Refunds	Amounts received by the family in the form of refunds or rebates under state or local law for property taxes paid on the dwelling unit.
16. Home Care Assistance	Amounts paid by a state agency to a family with a member who has a developmental disability and is living at home to offset the cost of services and equipment needed to keep this developmentally disabled family member at home.
17. Other Federal Exclusions	Amounts specifically excluded by any other Federal statute from consideration as income for purposes of determining eligibility or benefits under a category of assistance programs that includes assistance under any program to which the exclusions set forth in 24 CFR 5.609(c) apply. A notice will be published in the Federal Register and distributed to housing owners identifying the benefits that qualify for this exclusion. Updates will be published and distributed when necessary. The following is a list of

income sources that qualify for that exclusion:

- ▶ The value of the allotment provided to an eligible household under the Food Stamp Act of 1977;
- ▶ Payments to volunteers under the Domestic Volunteer Service Act of 1973 (employment through AmeriCorps, VISTA, Retired Senior Volunteer Program, Foster Grandparents Program, youthful offender incarceration alternatives, senior companions);
- ▶ Payments received under the Alaskan Native Claims Settlement Act;
- ▶ Income derived from the disposition of funds to the Grand River Band of Ottawa Indians;
- ▶ Income derived from certain submarginal land of the United States that is held in trust for certain Indian tribes;
- ▶ Payments or allowances made under the Department of Health and Human Services' Low-Income Home Energy Assistance Program.
- ▶ Payments received under the Maine Indian Claims Settlement Act of 1980 (25 U.S.C. 1721);
- ▶ The first \$2,000 of per capita shares received from judgment funds awarded by the Indian Claims Commission or the U.S. Claims Court and the interests of individual Indians in trust or restricted lands, including the first \$2,000 per year of income received by individual Indians from funds derived from interests held in such trust or restricted lands;
- ▶ Amounts of scholarships funded under Title IV of the Higher Education Act of 1965, including awards under the Federal work-study program or under the Bureau of Indian Affairs student assistance programs;
- ▶ Payments received from programs funded under Title V of the Older Americans Act of 1985 (Green Thumb, Senior Aides, Older American Community Service Employment Program);
- ▶ Payments received on or after January 1, 1989, from the Agent Orange Settlement Fund or any other fund established pursuant to the settlement in the In Re Agent Orange product liability litigation, M.D.L. No. 381 (E.D.N.Y.);
- ▶ Earned income tax credit refund payments received on or after January 1, 1991, including advanced earned income credit payments;
- ▶ The value of any child care provided or arranged (or any amount received as payment for such care or reimbursement for costs incurred for such care) under the Child Care and Development Block Grant Act of 1990;
- ▶ Payments received under programs funded in whole or in part under the Job Training Partnership Act (employment and training programs for Native Americans and migrant and seasonal farm workers, Job Corps, veterans employment programs, state job training programs and career intern programs, AmeriCorps).
- ▶ Payments by the Indians Claims Commission to the Confederated Tribes and Bands of Yakima Indian Nation or the Apache Tribe of Mescalero Reservation;
- ▶ Allowances, earnings, and payments to AmeriCorps participants under the National and Community Services Act of 1990;
- ▶ Any allowance paid under the provisions of 38 U.S.C. 1805 to a child suffering from spina bifida who is the child of a Vietnam veteran;
- ▶ Any amount of crime victim compensation (under the Victims of Crime Act) received through crime victim assistance (or payment or reimbursement of the cost of such assistance) as determined under the Victims of Crime Act because of the commission of a crime against the applicant under the Victims of Crime Act; and
- ▶ Allowances, earnings, and payments to individuals participating in programs under the Workforce Investment Act of 1998.

ATTACHMENT A-1**Title 25 Section 6914 Gross Income Inclusions – For CalHome activities**

“Gross income” shall mean the anticipated income of a person or family for the twelve-month period following the date of determination of income.

“Income” shall consist of the following:

(a) Except as provided in subdivision (b), “Exclusions”, all payments from all sources received by the family head (even if temporarily absent) and each additional member of the family household who is not a minor shall be included in the annual income of a family. Income shall include, but not be limited to:

- (1) The gross amount, before any payroll deductions, of wages and salaries, overtime pay, commissions, fees, tips and bonuses;
- (2) The net income from operation of a business or profession or from rental or real or personal property (for this purpose, expenditures for business expansion or amortization of capital indebtedness shall not be deducted to determine the net income from a business);
- (3) Interest and dividends;
- (4) The full amount of periodic payments received from social security, annuities, insurance policies, retirement funds, pensions, disability or death benefits and other similar types of periodic receipts;
- (5) Payments in lieu of earnings, such as unemployment and disability compensation, worker’s compensation and severance pay;
- (6) Public Assistance. If the public assistance payment includes any amount specifically designated for shelter and utilities which is subject to adjustment by the public assistance agency in accordance with the actual cost of shelter and utilities, the amount of public assistance income to be included as income shall consist of:
 - (A) The amount of the allowance or grant exclusive of the amount specifically designated for shelter and utilities, plus
 - (B) The maximum amount which the public assistance agency could in fact allow for the family for shelter and utilities,
- (7) Periodic and determinable allowances such as alimony and child support payments, and regular contributions or gifts from persons not residing in the dwelling;

All regular pay, special pay and allowances of a member of the Armed Forces (whether or not living in the dwelling) who is head of the family or spouse.

ATTACHMENT B**PART 5 ANNUAL INCOME NET FAMILY ASSET INCLUSIONS AND EXCLUSIONS**

This table presents the Part 5 asset inclusions and exclusions as stated in the HUD Technical Guide for Determining Income and Allowances for HOME Program (Third Edition; January 2005).

Statements from 24 CFR Part 5 – Last Modified: January 2005

Inclusions

1. Cash held in savings accounts, checking accounts, safe deposit boxes, homes, etc. For savings accounts, use the current balance. For checking accounts, use the average 6-month balance. Assets held in foreign countries are considered assets.
2. Cash value of revocable trusts available to the applicant.
3. Equity in rental property or other capital investments. Equity is the estimated current market value of the asset less the unpaid balance on all loans secured by the asset and all reasonable costs (e.g., broker fees) that would be incurred in selling the asset. Under HOME, equity in the family's primary residence is not considered in the calculation of assets for owner-occupied rehabilitation projects.
4. Cash value of stocks, bonds, Treasury bills, certificates of deposit and money market accounts.
5. Individual retirement, 401(K), and Keogh accounts (even though withdrawal would result in a penalty).
6. Retirement and pension funds.
7. Cash value of life insurance policies available to the individual before death (e.g., surrender value of a whole life or universal life policy).
8. Personal property held as an investment such as gems, jewelry, coin collections, antique cars, etc.
9. Lump sum or one-time receipts, such as inheritances, capital gains, lottery winnings, victim's restitution, insurance settlements and other amounts not intended as periodic payments.
10. Mortgages or deeds of trust held by an applicant.

Exclusions

1. Necessary personal property, except as noted in number 8 of Inclusions, such as clothing, furniture, cars and vehicles specially equipped for persons with disabilities.
2. Interest in Indian trust lands.
3. Assets not effectively owned by the applicant. That is, when assets are held in an individual's name, but the assets and any income they earn accrue to the benefit of someone else who is not a member of the household and that other person is responsible for income taxes incurred on income generated by the asset.
4. Equity in cooperatives in which the family lives.
5. Assets not accessible to and that provide no income for the applicant.
6. Term life insurance policies (i.e., where there is no cash value).
7. Assets that are part of an active business. "Business" does not include rental of properties that are held as an investment and not a main occupation.

ATTACHMENT B-1**Title 25 Section 6914 Gross Income Inclusions – For CalHome activities**

- (b) The following items shall not be considered as income:
- (1) Casual, sporadic or irregular gift items;
 - (2) Amounts which are specifically for or in reimbursement of the cost of medical expenses;
 - (3) Lump-sum additions to family assets, such as inheritances, insurance payments (including payments under health and accident insurance and worker's compensation), capital gains and settlement for personal or property losses;
 - (4) Amounts of educational scholarships paid directly to the student or to the educational institution, and amounts paid by the government to a veteran for use in meeting the costs of tuition, fees, books and equipment. Any amounts of such scholarships, or payments to veterans not used for the above purposes of which are available for a subsistence are to be included in income;
 - (5) The special pay to a serviceman head of a family away from home and exposed to hostile fire;
 - (6) Relocation payments made pursuant to federal, state, or local relocation law;
 - (7) Foster child care payments;
 - (8) The value of coupon allotments for the purchase of food pursuant to the Food Stamp Act of 1964 which is an excess of the amount actually charged the eligible household;
 - (9) Payments received pursuant to participation of the following volunteer programs under the ACTION Agency:
 - (A) National Volunteer Antipoverty Programs which include VISTA, Service Learning Programs and Special Volunteer Programs.
 - (B) National Older American Volunteer Program for persons aged 60 and over which include Retired Senior Volunteer Programs, Foster Grandparent Program, older American Community Services Program, and National Volunteer Program to Assist Small Business Experience, Service Corps of Retired Executive (SCORE) and Active Corps of Executives (ACE).

ATTACHMENT C

**MAXIMUM PURCHASE PRICE/AFTER-REHAB VALUE LIMIT FOR IMPERIAL COUNTY
(HOME Value Limits as of 05/02/2016)**

COUNTY NAME	One-Family
IMPERIAL	\$185,000

**HOME SUBSIDY LIMITS PER UNIT FOR IMPERIAL COUNTY
(Limits are effective 11/18/2015)**

O-BDR	1-BDR	2-BDR	3-BDR	4-BDR
\$140,107	\$160,615	\$195,305	\$252,662	\$277,344

**HOUSEHOLD INCOME LIMITS FOR IMPERIAL COUNTY*
(Limits are effective 06/06/2016)**

<i>Number of Persons in Household</i>								
	1	2	3	4	5	6	7	8
80% of AMI	\$33,000	\$37,700	\$42,400	\$47,100	\$50,900	\$54,650	\$58,450	\$62,200

**HCD STATE INCOME LIMITS FOR CALHOME
ADJUSTED FOR FAMILY SIZE FOR IMPERIAL COUNTY**

Income Level	Household Size							
	1	2	3	4	5	6	7	8
80%	\$33,000	\$37,700	\$42,400	\$47,100	\$50,900	\$54,650	\$58,450	62,200

*Sponsor will insert the limits for the county in which the Program is located, and will update the income limits annually as HCD provides new information. The link to the official, HCD-maintained, income limits is:

<http://www.hcd.ca.gov/hpd/hrc/rep/state/incNote.html> (choose CDBG and HOME limits, not State limits, except for CalHome)

**CITY STANDARDS FOR BEDROOM AND BATHROOM ADDITIONS TO ALLEVIATE
OVERCROWDING**

Maximum No. of Persons in the Household	Number of Bedrooms	Number of Bathrooms
1	SRO	1
1	0-BR	1
2	1-BR	1
4	2-BR	2
6	3-BR	2
8	4-BR	3
10	5-BR	3
12	6-BR	4

- Opposite sex children under 6 years of age may share a bedroom, up to 2 children per bedroom.
- Opposite-sex children 6 years of age and older may have their own bedroom.
- Children shall be permitted a separate bedroom from their parents.
- Same-sex children of any age may share a bedroom, up to 2 children per bedroom.
- Adults not in a partner relationship may have their own bedroom.
- 4 or more people – a second bathroom may be added.
- 8 or more people – a third bathroom may be added.
- Same rules apply to mobile home units.

The chart above is used as a guide to overcrowding.

ATTACHMENT D**HOUSING REHABILITATION MARKETING PLAN****SUMMARY**

The City will continue its efforts to market the Housing Rehabilitation Program in a manner that will reach all community members.

All marketing related to the Housing Rehabilitation Program is publicized in both English and Spanish. All marketing materials include information identifying the City's commitment to fair housing laws and affirmative marketing policy, and are widely distributed. Equal opportunity is emphasized in written materials and oral presentations. A record is maintained by the City identifying what marketing materials are used, and when and where they are distributed.

Forms of marketing may include fliers, brochures, newspaper ads, articles and public service announcements. Fliers and brochures are distributed at local government buildings, other public buildings and through the mail, as well as to businesses that assist those not likely to apply without special outreach. Advertisements and articles are published in newspapers that are widely circulated within the community.

Established working relationships with local lending agencies also aid in informing the public by facilitating the distribution of informational fliers to households seeking financial assistance for repairs that are unable to obtain conventional financing.

Informational meetings are offered to potential participants to explain Program requirements. Often, minimal formal outreach efforts are required as the need for assistance generally exceeds funds available. However, marketing measures are actively performed in order to maintain a healthy interest list.

Characteristics on all applicants and participants are collected and compared with the City's demographics. Should the City find that there are underserved segments of the population, a plan to better serve them will be developed and implemented.

MARKETING FORMS

- Fliers
- Brochures
- Newspaper Ads and Articles
- Public Service Announcements
- Public Informational Meetings

MARKETING VENUES

- Local Government Buildings
- Local Public Services Buildings
- Private Businesses
- Lending Agencies
- Real Estate Offices
- Newspaper
- Radio
- Mail

ATTACHMENT E

RESIDENTIAL ANTI-DISPLACEMENT AND TEMPORARY RELOCATION PLAN
Version 2

The Housing and Community Development Act of 1974, as amended, and the National Affordable Housing Act of 1990, require all grantees of Community Development Block Grant (CDBG) funds or Home Investment Partnership (HOME) funds to follow a written Residential Anti-displacement and Relocation Assistance Plan (Plan) for any activities which could lead to displacement of occupants whose property is receiving funds from these or other federal funding source. Having been developed in response to both aforesaid federal legislations, this Plan is intended to inform the public of the compliance of the CITY OF BRAWLEY (City) with the requirements of federal regulations 24 CFR 570.606 under state recipient requirements and Section 104(d) of the Housing and Community Development Act of 1974 and 24 CFR 92 of the HOME federal regulations. The Plan will outline reasonable steps, which the City will take to minimize displacement and ensure compliance with all applicable federal and state relocation requirements. The City's governing body has adopted this plan via a formal resolution.

This Plan will affect rehabilitation activities funded by the U.S. Department of Housing and Urban Development (HUD) under the following program titles: HOME, CDBG, Urban Development Action Grant (UDAG), Special Purpose Grants, Section 108 Loan Guarantee Program, and such other grants as HUD may designate as applicable, which take place within the City's jurisdiction limits.

The City will provide permanent relocation benefits to all eligible "displaced" households either owner-occupied or renter-occupied units which are permanently displaced by the housing rehabilitation program **(See Section E below.)** In addition, the City will replace all eligible occupied and vacant occupiable low-income group dwelling units demolished or converted to a use other than low income group housing as a direct result of rehabilitation activities. This applies to all units assisted with funds provided under the Housing and Community Development Act of 1974, as amended, and as described in the Federal Regulations 24 CFR 570.496(a), Relocation, Displacement and Acquisition: Final Rule dated July 18, 1990 (Section 104(d)) and 49 CFR Part 24, Uniform Relocation Assistance (URA) and Real Property Acquisition Regulations Final Rule and Notice (URA) dated March 2, 1989.

All City programs/projects will be implemented in ways consistent with the City's commitment to Fair Housing. Participants will not be discriminated against on the basis of race, color, religion, age, ancestry, national origin, sex, familial status, or handicap. The City will provide equal relocation assistance available 1) to each targeted income group household displaced by the demolition or rehabilitation of housing or by the conversion of a targeted income group dwelling to another use as a direct result of assisted activities; and 2) to each separate class of targeted income group persons temporarily relocated as a direct result of activities funded by HUD programs.

A. Minimizing Permanent Displacement and Temporary Relocation Resulting from Housing Rehabilitation or Reconstruction Activities

Consistent with the goals and objectives of activities assisted under the Act, the City will take the following steps to minimize the displacement of persons from their homes during housing rehabilitation or reconstruction funded by HUD programs:

1. Provide proper notices with counseling and referral services to all tenants so that they understand their relocation rights and receive the proper benefits. When necessary assist

permanently displaced persons to find alternate housing in the neighborhood.

2. Stage rehabilitation of assisted households to allow owner occupants and/or tenants to remain during minor rehabilitation.
3. Encourage owner investors to temporarily relocate tenants to other available safe and sanitary vacant units on the project site area during the course of rehabilitation or pay expenses on behalf of replaced tenants.
4. Work with area landlords, real estate brokers, and/or hotel/motel managements to locate vacancies for households facing temporary relocation.
5. When necessary, use public funds, such as CDBG funds, to pay moving costs and provide relocation/displacement payments to households permanently displaced by assisted activities.

B. Lead Based Paint Mitigation Which Causes Temporary Relocation:

On September 15, 2000, the Final Rule for Lead Based Paint Hazard Control went into effect. Among other things, it requires that federally-funded rehabilitation must use safe work practices so that occupants and workers can be protected from lead hazards. **At no time should the tenant-occupant(s) be present in work areas or designated adjacent areas while LHC activities are taking place in any dwelling unit interior, common area, or exterior.** As such, occupants may not be allowed to remain in their units during the time that lead-based paint hazards are being created or treated. Once work that causes lead hazards has been completed, and the unit passes clearance, the occupants can return. **The tenant-occupants may not reoccupy a work area or adjacent area until post-lead hazard reduction clearance standards have been achieved and verified with laboratory results.** The final rule allows for certain exceptions: programs:

1. The work will not disturb lead-based paint, or create dust-lead or soil-lead hazard; or
2. The work is on exterior only and openings are sealed to prevent dust from entering the home, the work area is cleaned after the work is completed, and the residents have alternative lead free entry; or
3. The interior work will be completed in one period of less than 8-daytime hours and the work site is contained to prevent the release of dust into other areas of the home; or
4. The interior work will be completed within five (5) calendar days, the work site is contained to prevent the release of dust, the worksite and areas within 10 feet of the worksite are cleaned at the end of each day to remove any visible dust and debris, and the residents have safe access to kitchen and bath and bedrooms.

If temporary relocation benefits are not provided because the City believes that the project meets one of the above criteria, then proper documentation must be provided in the rehabilitation project file to show compliance. It is up to the City to ensure that the owner occupant or tenant in the project does not get impacted by lead paint mitigation efforts. In most cases where lead paint mitigation is taking place, occupants (tenants or owners) will be strongly encouraged to relocate even for just a few days until a final lead clearance can be issued by a certified lead based paint assessor. Occupants who are temporarily relocated because of lead based paint mitigation are entitled to the same relocation benefits as those who are relocated because of substantial rehabilitation or

reconstruction activities.

C. Temporary Relocation of Owner Occupants:

Owner occupants are not allowed to stay in units which are hazardous environments during lead based paint mitigation. When their home is having lead based paint mitigation work done which will not make it safe to live in, then they are eligible for temporary relocation benefits up to \$3,000, which will be provided as a grant. In the same way, a unit requiring substantial rehabilitation (with or without lead based paint mitigation) which will not allow the family to access a bath or kitchen facility, or if the unit is being demolished and reconstructed, then the family will be eligible for temporary relocation benefits up to \$3,000, which will be provided as a grant. In no case shall the grant for temporary relocation exceed \$3,000 for any one owner occupant.

Owner occupants will be encouraged to move in with family or friends during the course of rehabilitation, since they are voluntarily participating in the Program. The housing rehabilitation loan specialist and/or the rehabilitation construction specialist will complete a temporary relocation benefits form (**See Appendix C**) to document that the owner occupant understands that they must relocate during the course of construction and what benefits they wish to be reimbursed for as part of their relocation.

D. Temporary Relocation of Residential Tenants:

If continued occupancy during rehabilitation is judged to constitute a substantial danger to health and safety of the tenant or the public, or is otherwise undesirable because of the nature of the project, the tenant may be required to relocate temporarily. The contract administrator or rehabilitation specialist will make determination of the need for temporary relocation. The temporary relocation period will not exceed 180 days. All conditions of temporary relocation will be reasonable. Any tenant required to relocate temporarily will be helped to find another place to live which is safe, sanitary and of comparable value and they have the first right to move back into the original unit being rehabilitated at the same rent or lower. He or she may move in with family and friends and still receive full or partial temporary assistance based on eligible cost incurred. The housing rehabilitation loan specialist and/or the rehabilitation specialist will ensure that each tenant-occupied unit under the Program will receive a General Information Notice (GIN) (as soon as possible after a loan application is received) and the tenant will receive a Notice of Non-displacement (after loan approval), and each tenant-occupied unit will have a temporary relocation benefits form completed for them. (**See Appendix C**). These notices will document that each tenant understands what their relocation rights are, and if they must relocate during the course of construction, that they receive the proper counseling and temporary relocation benefits.

A tenant receiving temporary relocation shall receive the following:

1. Increased housing costs (e.g. rent increase, security deposits) and
2. Payment for moving and related expenses, as follows:
 - a. Transportation of the displaced persons and personal property within 50 miles, unless the grantee determines that farther relocation is justified;
 - b. Packing, crating, unpacking, and uncrating of personal property;
 - c. Storage of personal property, not to exceed 12 months, unless the grantee determines that

a longer period is necessary;

- d. Disconnection, dismantling, removing, reassembling, and reinstalling relocated household appliances and other personal property;
- e. Insurance for the replacement value of personal property in connection with the move and necessary storage;
- f. The replacement value of property lost, stolen or damaged in the process of moving (not through the fault of the displaced person, his or her agent, or employee) where insurance covering such loss, theft or damage is not reasonably available;
- g. Reasonable and necessary costs of security deposits required to rent the replacement dwelling;
- h. Any costs of credit checks required to rent the replacement dwelling;
- i. Other moving related expenses as the grantee determines to be reasonable and necessary, except the following ineligible expenses:
 - 1) Interest on a loan to cover moving expenses; or
 - 2) Personal injury; or
 - 3) Any legal fee or other cost for preparing a claim for a relocation payment or for representing the claimant before the Grantee; or
 - 4) Costs for storage of personal property on real property already owned or leased by the displaced person before the initiation of negotiations.

E. Rehabilitation Activities Requiring Permanent Displacement

The City's rehabilitation program will not typically trigger permanent displacement and permanent displacement activities fall outside of the scope of this plan. If a case of permanent displacement is encountered, then the staff responsible for the rehabilitation program will consult with City's legal counsel to decide if they have the capacity to conduct the permanent displacement activity. If local staff does not have the capacity, then a professional relocation consultant will be hired to do the counseling and benefit determination and implementation. If local staff does wish to do the permanent displacement activity then they will consult and follow the HUD Relocation Handbook 1378.

F. Rehabilitation Which Triggers Replacement Housing

If the City's rehabilitation program assists a property where one or more units are eliminated then under Section 104 (d) of the Housing and Community Act of 1974, as amended applies and the City is required to replace those lost units. An example of this would be a duplex unit which is converted into a single family unit. In all cases where rehabilitation activities will reduce the number of housing units in the jurisdiction, then the City must document that any lost units are replaced and any occupants of reduced units are given permanent relocation benefits. (This does not apply to reconstruction or replacement housing done under a rehabilitation program where the existing unit(s) is demolished and replaced with a structure equal in size without in loss number of units or bedrooms.)

Replacement housing will be provided within three years after the commencement of the demolition

or conversion. Before entering into a contract committing the City to provide funds for an activity that will directly result in such demolition or conversion, the City will make this activity public (through a noticed public hearing and/or publication in a newspaper of general circulation) and submit to the California Department of Housing and Community Development or the appropriate federal authority the following information in writing:

1. A description of the proposed assisted activity;
2. The location on a map and the approximate number of dwelling units by size (number of bedrooms) that will be demolished or converted to a use other than as targeted income group dwelling units as a direct result of the assisted activity;
3. A time schedule for the commencement and completion of the demolition or conversion;
4. The location on a map and the approximate number of dwelling units by size (number of bedrooms) that will be provided as replacement dwelling units;
5. The source of funding and a time schedule for the provision of the replacement dwelling units;
6. The basis for concluding that each replacement dwelling unit will remain a targeted income group dwelling unit for at least 10 years from the date of initial occupancy; and,
7. Information demonstrating that any proposed replacement of dwelling units with smaller dwelling units (e.g., a two-bedroom unit with two one-bedroom units) is consistent with the housing needs of targeted income group households in the jurisdiction.

The Program Operator for the City is responsible for tracking the replacement of housing and ensuring that it is provided within the required period. The City is responsible for ensuring requirements are met for notification and provision of relocation assistance, as described in Section 570.606, to any targeted income group displaced by the demolition of any dwelling unit or the conversion of a targeted income group dwelling unit to another use in connection with an assisted activity.

G. Record Keeping and Relocation Disclosures/Notifications

The City will maintain records of occupants of federally funded rehabilitated, reconstructed or demolished property from the start to completion of the project to demonstrate compliance with section 104(d), URA and applicable program regulations. Each rehabilitation project, which dictates temporary or permanent or replacement activities, will have a project description and documentation of assistance provided. (See sample forms in HUD Relocation Handbook 1378, Chapter 1, Appendix 11, form HUD-40054)

Appropriate advisory services will include reasonable advance written notice of (a) the date and approximate duration of the temporary relocation; (b) the address of the suitable, decent, safe, and sanitary dwelling to be made available for the temporary period; (c) the terms and conditions under which the tenant may lease and occupy a suitable, decent, safe, and sanitary dwelling.

Notices shall be written in plain, understandable primary language of the persons involved. Persons who

are unable to read and understand the notice (e.g. illiterate, foreign language, or impaired vision or other disability) will be provided with appropriate translation/communication. Each notice will indicate the name and telephone number of a person who may be contacted for answers to questions or other needed help. The notices and process below is for only temporary relocation. If permanent relocation is involved then other sets of notice and noticing process and relocation benefits must be applied (See HUD relocation handbook 1378 for those forms and procedures) The Temporary Relocation Advisory Notices to be provided are as follows:

1. General Information Notice: As soon as feasible when an owner investor is applying for Federal financing for rehabilitation, reconstruction, or demolition, the tenant of a housing unit will be mailed or hand delivered a General Information Notice that the project has been proposed and that the tenant will be able to occupy his or her present house upon completion of rehabilitation. The tenant will be informed that the rent after rehabilitation will not exceed current rent or 30 percent of his or her average monthly gross household income. The tenant will be informed that if he or she is required to move temporarily so that the rehabilitation can be completed, suitable housing will be made available and he or she will be reimbursed for all reasonable extra expenses. The tenant will be cautioned that he or she will not be provided relocation assistance if he or she decides to move for personal reasons. **See Appendix A for sample notice to be delivered personally or by certified mail.**
2. Notice of Non Displacement: As soon as feasible when the rehabilitation application has been approved, the tenant will be informed that they will not be permanently displaced and that they are eligible for temporary relocation benefits because of lead based paint mitigation or substantial rehabilitation, or reconstruction of their unit. The tenant will also again be cautioned not to move for personal reasons during rehabilitation, or risk losing relocation assistance. **See Appendix B for sample notice to be delivered personally or by certified mail.**
3. Disclosure to Occupants of Temporary Relocation Benefits: This form is completed to document that the City is following it's adopted temporary relocation plan for owner occupants and tenants. **See Appendix C for a copy of the disclosure form.**
4. Other Relocation/Displacement Notices: The above three notices are required for temporary relocation. If the City is attempting to provide permanent displacement benefits then there are a number of other forms which are required. Staff will consult HUD's Relocation Handbook 1378 and ensure that all the proper notices are provided for persons who are permanently displaced as a result of housing rehabilitation activities funded by CDBG or other federal programs.

APPENDIX A

Dear _____,

On (date), (property owner) submitted an application to the _____ for financial assistance to rehabilitate the building which you occupy at (address).

This notice is to inform you that, if the assistance is provided and the building is rehabilitated, you will not be displaced. Therefore, we urge you not to move anywhere at this time. (If you do elect to move for reasons of your choice, you will not be provided relocation assistance.)

If the application is approved and Federal assistance is provided for the rehabilitation, you will be able to lease and occupy your present apartment (or another suitable, decent, safe and sanitary apartment in the same building) upon completion of the rehabilitation. Of course, you must comply with standard lease terms and conditions.

After the rehabilitation, your initial rent, including the estimated average monthly utility costs, will not exceed the greater of (a) your current rent/average utility costs, or (b) 30 percent of your gross household income. If you must move temporarily so that the rehabilitation can be completed, suitable housing will be made available to you for the temporary period, and you will be reimbursed for all reasonable extra expenses, including all moving costs and any increase in housing costs.

Again, we urge you not to move. If the project is approved, you can be sure that we will make every effort to accommodate your needs. Because Federal assistance would be involved, you would be protected by the Uniform Relocation Assistance and Real Property Acquisition Policies Act of 1970, as amended.

This letter is important and should be retained. You will be contacted soon. In the meantime, if you have any questions about our plans, please contact (name), (title), at (telephone number), (address).

Sincerely,

(name)

(title)

APPENDIX B

(date)

Dear _____:

On (date), we notified you that the owner of your building had applied for assistance to make extensive repairs to the building. On (date), the owner's request was approved, and the repairs will begin soon.

This is a notice of non-displacement. You will not be required to move permanently as a result of the rehabilitation. This notice guarantees you the following:

1. You will be able to lease and occupy your present apartment [or another suitable, decent, safe and sanitary apartment in the same building/complex] upon completion of the rehabilitation. Your monthly rent will remain until after construction is completed. If increased after construction is done, your new rent and estimated average utility costs will not exceed local fair market rents for your community. Of course, you must comply with all the other reasonable terms and conditions of your lease.
2. If you must move temporarily so that the repairs can be completed, you will be reimbursed for all of your extra expenses, including the cost of moving to and from the temporarily occupied unit and any additional housing costs. The temporary unit will be decent, safe and sanitary, and all other conditions of the temporary move will be reasonable.

Since you will have the opportunity to occupy a newly rehabilitated apartment, I urge you not to move. (If you do elect to move for your own reasons, you will not receive any relocation assistance.) We will make every effort to accommodate your needs. Because Federal assistance is involved, you are protected by the Uniform Relocation Assistance and Real Property Acquisition Policies Act of 1970, as amended.

If you have any questions, please contact (name), (title), at (phone #), (address). Remember; do not move before we have a chance to discuss your eligibility for assistance. This letter is important to you and should be retained.

Sincerely,

(name and title)

APPENDIX C

DISCLOSURE TO OCCUPANT OF TEMPORARY RELOCATION BENEFITS

Top to be completed at time of loan application submittal or Home Visit

Property Address: _____
_____ Rental Unit _____ Owner-Occupied Unit

The rehabilitation loan specialist working on behalf of the City/County of _____
has explained the temporary relocation services and benefits available under the current rehabilitation program relocation
plan.

I/we have been advised that the City/County of _____ rehabilitation construction specialist will inform me if I need
to be temporarily relocated and will to assist me with scheduling any necessary moves and answer any questions about
assistance as needed.

Acknowledged:

Occupant Signature Date _____ Occupant Signature _____ Date

Complete this at time of acceptance of Work Write Up with initials by occupant

The rehabilitation construction specialist for the City/County of _____
has explained the Rehabilitation Scope of Work for our house and I/we agree that it will:
___ Not require I/we to be relocated. (If initialed then STOP here and sign bottom.)
___ Yes, I/we need to be temporarily relocated. (Complete rest of form if initialed.)

Start date and duration of relocation:

___ Starting on or about _____ we will move for all or part of the rehabilitation project.
___ Approximate length of temporary relocation: _____ Number of days.

For temporary relocation, I/We elect to (check all that apply):

- ___ Relocate with friends and family.
___ Relocate into a suitable temporary housing unit identified by rehab specialist.
___ Relocate furnishings only into a temporary storage unit.

___ I/We have been told what our relocation benefits are and elect Not to be reimbursed for any eligible relocation expenses.

___ I/We have been told what our relocation benefits are and want to be reimbursed for: _____

By signing, occupant(s) acknowledge receipt of copy of this form:

Occupant Signature Date _____ Occupant Signature _____ Date

ATTACHMENT F**LOAN SERVICING POLICIES AND PROCEDURES
FOR THE CITY OF BRAWLEY**

The City of Brawley, hereafter called "City," has adopted these policies and procedures in order to preserve its financial interest in properties, whose "Borrowers" have been assisted with public funds. The City will to the greatest extent possible follow these policies and procedures, but each loan will be evaluated and handled on a case-by-case basis. The City has formulated this document to comply with state and federal regulations regarding the use of these public funds and any property restrictions, which are associated with them.

The policies and procedures are broken down into the follow areas: 1) making required monthly payments or voluntary payments on a loan's principal and interest; 2) required payment of property taxes and insurance; 3) required Request for Notice of Default on all second mortgages; 4) loans with annual occupancy restrictions and certifications 5) required noticing and limitations on any changes in title or use of property; 6) required noticing and process for requesting a subordination during a refinance; 7) processing of foreclosure in case of default on the loan.

1. Loan Repayments:

The City will collect monthly payments from those borrowers who are obligated to do so under Notes which are amortized promissory notes. Late fees will be charged for payments received after the assigned monthly date.

For Notes which are deferred payment loans, the City must accept voluntary payments on the loan. Loan payments will be credited to principal. The Borrower may repay the loan balance at any time with no penalty.

The City may at its discretion, enter into an agreement with a third party to collect and distribute payments and/or complete all loan servicing aspects of the program.

2. Payment of Property Taxes and Insurance:

As part of keeping the loan from going into default, Borrower must maintain property insurance coverage naming the City as loss payee. Except for HOME-funded loans, if Borrower fails to maintain the necessary insurance, the City may take out force placed insurance to cover the property while the Borrower puts a new insurance policy in place. All costs for installing the necessary insurance will be added to the loan balance at time of installation of Borrower's new insurance.

When a property is located in a 100-year floodplain, the Borrower will be required to carry the necessary flood insurance. A certificate of insurance for flood and for standard property insurance naming the City of Brawley as a lender loss payee will be required at close of escrow. The City will verify the insurance on an annual basis.

Property taxes must be kept current during the term of the loan. If the Borrower fails to maintain payment of property taxes then the City may pay the taxes current and add the

balance of the tax payment plus any penalties to the balance of the loan (not permissible when funded with HOME). Wherever possible, the City encourages Borrower to have impound accounts set up with their first mortgagee wherein they pay their taxes and insurance as part of their monthly mortgage payment.

3. Required Request for Notice of Default:

When the Borrower's loan is in second position behind an existing first mortgage, it is the City's policy to prepare and record a "Request for Notice of Default" for each senior lien in front of City's loan. This document requires any senior lienholder listed in the notice to notify the City of initiation of a foreclosure action. The City will then have time to contact the Borrower and assist them in bringing the first loan current. The City can also monitor the foreclosure process and go through the necessary analysis to determine if the loan can be made whole or preserved. When the City is in a third position and receives notification of foreclosure from only one senior lienholder, it is in their best interest to contact any other senior lienholders regarding the status of their loans.

4. Annual Occupancy Restrictions and Certifications:

On owner-occupant loans the City may require that Borrowers submit utility bills and/or other documentation annually to prove occupancy during the term of the loan. For CDBG, some loans may have income and housing cost evaluations, which require a household to document that they are not able to make repayments, typically every five years. These loan terms are incorporated in the original note and deed of trust. On HOME-funded loans, annual occupancy verification will occur yearly for the term of the loan.

5. Required Noticing and Restrictions on Any Changes of Title or Occupancy:

In all cases where there is a change in title or occupancy or use, the Borrower must notify the City in writing of any change. City and Borrower will work together to ensure the property is kept in compliance with the original Program terms and conditions such that it remains available as an affordable home for low income families. These types of changes are typical when Borrowers do estate planning (adding a relative to title) or if a Borrower dies and property is transferred to heirs or when the property is sold or transferred as part of a business transaction. In some cases the Borrower may move and turn the property into a rental unit without notifying the City. Changes in title or occupancy must be in keeping with the objective of benefit to low-income households (below 80 percent of AMI).

Change from owner-occupant to owner-occupant occurs at a sale. When a new owner-occupant is not low-income, the loan is not assumable and the loan balance is immediately due and payable. If the new owner-occupant qualifies as low-income, the purchaser may either pay the loan in full or assume all loan repayment obligations of the original owner-occupant, subject to the approval of the City Council (depends on the HCD program).

If a transfer of the property occurs through inheritance, the heir (as owner-occupant) may be provided the opportunity to assume the loan at an interest rate based on household size and household income, provided the heir is income eligible. If the heir intends to occupy the property and is not low-income, the balance of the loan is due and payable. If the heir intends to act as an owner-investor, the balance of the loan may be converted to an owner/investor interest rate and loan term and a rent limitation agreement is signed and recorded on title. All such changes are subject to the review and approval of the City Council.

Change from owner-occupant to owner-investor occurs when an owner-occupant decides to move out and rent the assisted property, or if the property is sold to an investor. If the owner converts any assisted unit from owner-occupied to rental, the loan is due in full.

Conversion to use other than residential use is not allowable where the full use of the property is changed from residential to commercial or other. In some cases, Borrowers may request that the City allow for a partial conversion where some of the residence is used for a business but the household still resides in the property. Partial conversions can be allowed if it is reviewed and approved by any and all agencies required by local statute. If the use of the property is converted to a fully non-residential use, the loan balance is due and payable.

6. Requests for Subordinations:

When a Borrower wishes to refinance the property, they must request a subordination request to the City. The City will subordinate their loan only when there is no "cash out" as part of the refinance. Cash out means there are no additional charges on the transaction above loan and escrow closing fees. There can be no third-party debt payoffs or additional encumbrance on the property above traditional refinance transaction costs. Furthermore, the refinance should lower the housing cost of the household with a lower interest rate and the total indebtedness on the property should not exceed the current market value.

Upon receiving the proper documentation from the refinance lender, the request will be considered by the loan committee for review and approval. Upon approval, the escrow company will provide the proper subordination document for execution and recordation by the City.

7. Process for Loan Foreclosure:

Upon any condition of loan default: 1) non-payment; 2) lack of insurance or property tax payment; 3) change in title or use without approval; or 4) default on senior loans, the City will send out a letter to the Borrower notifying them of the default situation. If the default situation continues, the City may start a formal process of foreclosure.

When a senior lienholder starts a foreclosure process and the City is notified via a Request for Notice of Default, the City, who is the junior lienholder, may cancel the foreclosure proceedings by "reinstating" the senior lienholder. The reinstatement amount or payoff amount must be obtained by contacting the senior lienholder. This amount will include all delinquent payments, late charges and fees to date. City must confer with Borrower to determine if, upon

paying the senior lienholder current, the Borrower can provide future payments. If this is the case, then the City may cure the foreclosure and add the costs to the balance of the loan with a Notice of Additional Advance on the existing note.

If the City determines, based on information on the reinstatement amount and status of Borrower, that bringing the loan current will not preserve the loan, then staff must determine if it is cost effective to protect their position by paying off the senior lienholder in total and restructure the debt such that the unit is made affordable to the Borrower. If the City does not have sufficient funds to pay the senior lienholder in full, then they may choose to cure the senior lienholder and foreclose on the property themselves. As long as there is sufficient value in the property, the City can afford to pay for the foreclosure process and pay off the senior lienholder and retain some or all of their investment.

If the City decides to reinstate, the senior lienholder will accept the amount to reinstate the loan up until five (5) days prior to the set "foreclosure sale date." This "foreclosure sale date" usually occurs about four (4) to six (6) months from the date of recording of the "Notice of Default." If the City fails to reinstate the senior lienholder before five (5) days prior to the foreclosure sale date, the senior lienholder would then require a full pay off of the balance, plus costs, to cancel foreclosure. If the City determines the reinstatement and maintenance of the property not to be cost effective and allows the senior lienholder to complete foreclosure, the City's lien may be eliminated due to insufficient sales proceeds.

City as Senior Lienholder

When the City is first position as a senior lienholder, active collection efforts will begin on any loan that is 31 or more days in arrears. Attempts will be made to assist the homeowner in bringing and keeping the loan current. These attempts will be conveyed in an increasingly urgent manner until loan payments have reached 90 days in arrears, at which time the City may consider foreclosure. City's staff will consider the following factors before initiating foreclosure:

- 1) Can the loan be cured and can the rates and terms be adjusted to allow for affordable payments such that foreclosure is not necessary?
- 2) Can the Borrower refinance with a private lender and pay off the City?
- 3) Can the Borrower sell the property and pay off the City?
- 4) Does the balance warrant foreclosure? (If the balance is under \$5,000, the expense to foreclose may not be worth pursuing.)
- 5) Will the sales price of home "as is" cover the principal balance owing, necessary advances, (maintain fire insurance, maintain or bring current delinquent property taxes, monthly yard maintenance, periodic inspections of property to prevent vandalism, etc.) foreclosure, and marketing costs?

If the balance is substantial and all of the above factors have been considered, the City may opt to initiate foreclosure. The Borrower must receive, by certified mail, a thirty-day notification of foreclosure initiation. This notification must include the exact amount of funds to be remitted to the City to prevent foreclosure (such as, funds to bring a delinquent BMIR current or pay off a DPL).

At the end of thirty days, the City should contact a reputable foreclosure service or local title company to prepare and record foreclosure documents and make all necessary notifications to the owner and junior lienholders. The service will advise the City of all required documentation to initiate foreclosure (Note and Deed of Trust usually) and funds required from the owner to cancel foreclosure proceedings. The service will keep the City informed of the progress of the foreclosure proceedings.

When the process is completed, and the property has "reverted to the beneficiary" at the foreclosure sale, the City could sell the home themselves under a homebuyer program or use it for an affordable rental property managed by a local housing authority or use it for transitional housing facility or other eligible use. The City could contract with a local real estate broker to list and sell the home and use those funds for Program income-eligible uses.

ATTACHMENT G

**CITY OF BRAWLEY'S
FORECLOSURE POLICY**

City As Junior Lienholder

It is the City of Brawley's (City's) policy to prepare and record a "Request for Notice" on all junior liens (any lien after the first position) placed on properties financed by a loan.

This document requires any senior lienholder to notify the City of initiation (recording of a "Notice of Default") of a foreclosure only. This is to alert the junior lienholder that they are to monitor the foreclosure with the senior lienholder. When the City is in a third position and receives notification of foreclosure from only one senior lienholder, it would be in their best interest to contact both senior lienholders regarding the status of their loans.

The junior lienholder may cancel the foreclosure proceedings by "reinstating" the senior lienholder. The reinstatement amount must be obtained by contacting the senior lienholder. This amount will include all delinquent payments, late charges, advances (fire insurance premiums, property taxes, property protection costs, etc.), and foreclosure costs (fees for legal counsel, recordings, certified mail, etc.)

Once the City has the information on the reinstatement amount, staff must then determine if it is cost effective to protect their position by reinstating the senior lienholder, keeping them current by submitting a monthly payment thereafter, foreclosing on the property possibly resulting in owning the property at the end of foreclosure, protecting the property against vandalism, and paying marketing costs (readying the home for marketing, paying for yard maintenance, paying a real estate broker a sales commission).

If the City decides to reinstate, the senior lienholder will accept the amount to reinstate the loan up until five (5) days prior to the set "foreclosure sale date." This "foreclosure sale date" usually occurs about four (4) to six (6) months from the date of recording of the "Notice of Default." If the City fails to reinstate the senior lienholder before five (5) days prior to the foreclosure sale date, the senior lienholder would then require a full pay off of the balance, plus costs, to cancel foreclosure. If the City determines the reinstatement and maintenance of the property not to be cost effective and allows the senior lienholder to complete foreclosure, the City's lien may be eliminated due to insufficient sales proceeds.

City As Senior Lienholder

When the City is in a first position, or the senior lienholder, active collection efforts will begin on any loan that is 31 or more days in arrears. Attempts will be made to assist the homeowner in bringing and keeping the loan current. These attempts will be conveyed in an increasingly urgent manner until loan payments have reached 90 days in arrears, at which time the City may

consider foreclosure. City staff will consider the following factors before initiating foreclosure:

- Can the loan be cured (brought current or paid off) by the owner without foreclosure?
- Can the owner refinance with a commercial lender and pay off the City?
- Can the owner sell the property and pay off the City?
- Does the balance warrant foreclosure? (If the balance is under \$5,000, the expense to foreclose may not be worth pursuing.)
- Will the sales price of home "as is" cover the principal balance owing, necessary advances, (maintain fire insurance, maintain or bring current delinquent property taxes, monthly yard maintenance, periodic inspections of property to prevent vandalism, etc.) foreclosure, and marketing costs?

If the balance is substantial and all of the above factors have been considered, the City may opt to initiate foreclosure. The owner must receive, by certified mail, a thirty-day notification of foreclosure initiation. This notification must include the exact amount of funds to be remitted to the City to prevent foreclosure (such as, funds to bring a delinquent BMIR current or pay off a DPL).

At the end of thirty days, the City should contact a reputable foreclosure service or local title company to prepare and record foreclosure documents and make all necessary notifications to the owner and junior lienholders. The service will advise the City of all required documentation to initiate foreclosure (Note and Deed of Trust usually) and funds required from the owner to cancel foreclosure proceedings. The service will keep the City informed of the progress of the foreclosure proceedings. When the process is completed, and the property has "reverted to the beneficiary" at the foreclosure sale, the City would then contact a real estate broker to market the home.

ATTACHMENT H

CERTIFICATION OF OCCUPANCY

CITY OF BRAWLEY

I/we _____ declare as follows:
(Please Print Occupant's Name(s))

That I/we am/are currently occupying as my/our principal place of residence
the real property commonly known as:

(Address)

(City, State, Zip code)

Daytime Phone Number: _____

Executed on _____, 20____, at _____, CA
(Date) (City)

I/we declare under penalty of perjury that the foregoing is true and correct.

Signature(s) of all occupants:

Occupant: _____

Occupant: _____

Occupant: _____

Occupant: _____

Occupant: _____

ATTACHMENT I

**LEAD-BASED PAINT
VISUAL ASSESSMENT, NOTICE OF PRESUMPTION, AND HAZARD REDUCTION FORM**

Section 1: Background Information			
Property Address:			No LBP found or LBP exempt <input type="checkbox"/>
Select one:	Visual Assessment <input type="checkbox"/>	Presumption <input type="checkbox"/>	Hazard Reduction <input type="checkbox"/>
Section 2: Visual Assessment. Fill out Sections 1, 2, and 6. If paint stabilization is performed, also fill out Sections 4 and 5 after the work is completed.			
Visual Assessment Date:		Report Date:	
Check if no deteriorated paint found <input type="checkbox"/>			
Attachment A: Summary where deteriorated paint was found. For multi-family housing, list at least the housing unit numbers and common areas and building components (including type of room or space, and the material underneath the paint).			
Section 3: Notice of Presumption. Fill out Sections 1, 3, 5, and 6. Provide to occupant w/in 15 days of presumption.			
Date of Presumption Notice:			
Lead-based paint is presumed to be present <input type="checkbox"/> and/or Lead-based paint <i>hazards</i> are presumed to be present <input type="checkbox"/>			
Attachment B: Summary of Presumption: For multi-family housing, list at least the housing unit numbers and common areas, bare soil locations, dust-lead location, and or building components (including type of room or space, and the materials underneath the paint) of lead-based paint and/or hazards presumed to be present.			
Section 4: Notice of Lead-Based Paint Hazard Reduction Activity. Fill out Sections 1, 4, 5, and 6. Provide to occupant w/in 15 days of after work completed.			
Date of Hazard Reduction Notice:			
Initial Hazard Reduction Notice? Yes <input type="checkbox"/> No <input type="checkbox"/>		Start & Completion Dates:	
If "No", dates of previous Hazard Reduction Activity Notices:			
Attachment C: Activity locations and types. For multi-family housing, list at least the housing unit numbers and common areas (for multifamily housing), bare soil locations, dust-lead locations, and/or building components (including type of room or space, and the material underneath the paint), and the types of lead-based paint hazard reduction activities performed at the location listed.			
Attachment D: Location of building components with <u>lead-based paint remaining</u> in the rooms, spaces or areas where activities were conducted.			
Attachment E: Attach clearance report(s), using DHS form 8552 (and 8551 for abatement activities)			
Section 5: Resident Receipt of Notice for Presumption or Lead-Based Paint Hazard Reduction Activity and Acknowledgement of Receipt of pamphlet <i>Protection Your Family from Lead in Your Home</i>.			
Printed Name:		Signature:	Date:
Section 6: Contact Information		Organization:	
Contact Name:		Contact Signature:	
Date:	Address:	Phone:	