AGENDA
MCFARLAND CITY COUNCIL
MCFARLAND SUCCESSOR AGENCY
MCFARLAND PUBLIC FINANCE AUTHORITY
MCFARLAND IMPROVEMENT AUTHORITY
MCFARLAND PARKING AUTHORITY
MCFARLAND USA FOUNDATION

REGULAR MEETING
CITY COUNCIL CHAMBERS — **October 28, 2021**
103 W. SHERWOOD AVE, MCFARLAND, CA — **6:00 PM**

In Person Meeting

How to submit public comments:
The meetings of the City Council and all municipal entities, commissions, and boards ("the City") are open to the public. At regularly scheduled meetings, members of the public may address the city on any item listed on the agenda, or on any non-listed matter over which the city has jurisdiction. At special or emergency meetings, members of the public may only address the city on items listed on the agenda. There is a time limitation of two minutes per person. For any item that is not on the agenda and within the jurisdiction or interest of the city, please come to the podium at this time. The Brown Act does not permit any action or discussion on items not listed on the agenda. If you wish to speak regarding a scheduled agenda item, please come to the podium when the item number and subject matter are announced, and the mayor opens Public Comment on the item. When recognized, please begin by providing your name and address for the record (optional). Anyone wishing to submit written information at the meeting needs to furnish ten (10) copies to the City Clerk in advance to allow for distribution to City Council, staff, and the media. Willful disruption of the meeting shall not be permitted. If the Mayor finds that there is in fact willful disruption of any City Council Meeting, he/she may order the disrupting parties out of the room and subsequently conduct the City's business without them present.

Americans with Disabilities Act:
In compliance with the ADA, if you need special assistance to participate in a city meeting or other services offered by the City, please contact the City Clerk's office, at (661) 792-3091 ext. 2135. Notification of at least 48 hours prior to the meeting, or time when services are needed, will assist the city staff in assuring those reasonable arrangements can be made to provide accessibility to the meeting or services.

CALL TO ORDER: Mayor Sally Tafoya

ROLL CALL:
Mayor, Sally Tafoya
Mayor Pro Tem, María T. Pérez
Council Member/Board Member, Saul Ayon
Council Member/Board Member, Ricardo Cano
Council Member/ Board Member,

INVOCATION

PLEDGE OF ALLEGIANCE

PRESENTATIONS, INTRODUCTIONS AND AWARDS

None

PUBLIC COMMENT: The public may address the Council/Board Member on items, which do not appear on the agenda. Council/Board Members may respond briefly to statements made or questions posed. They may ask a question for clarification; may refer the item to staff for further study or for placement on a future agenda. **Speakers are limited to two minutes for each person. Please state your name and address for the record prior to making a presentation. Fifteen minutes total will be allowed for any one subject.**

CONSENT AGENDA: The Consent Agenda consists of items that in staff's opinion are routine and non-controversial. These items are approved in one motion unless a Council Member/Board Member removes a particular item.

1. Warrant Register for ***$ 549,083.00*** from October 1, 2021, through October 15, 2021.
2. Approval of ***October 14, 2021***, Regular Meeting Minutes.
3. Approval of ***October 20, 2021***, Special Meeting Minutes.

PUBLIC HEARINGS:

None

ADMINISTRATIVE AGENDA

4. Second Reading and Adoption of ***ORDINANCE NO. 0007-2021,*** "AN ORDINANCE OF THE CITY OF MCFARLAND AMENDING AND RESTATING TITLE 2, CHAPTER 2.16 OF THE MCFARLAND MUNICIPAL CODE TO AMEND AND RESTATE SECTIONS 2.16.040, 2.16.070, 2.16.080 and 2.16.180, AND ADOPTING A NEW TITLE 2, CHAPTER 2.28, SECTION 2.28.010, 2.28.020 AND RENUMBERING CURRENT 2.28.010, 2.28.020 AND 2.28.030, MCFARLAND MUNICIPAL CODE."

Open Public Comment:

5. Report, Discuss and Possible Approval to Contract for Outsource of Billing for the City's Utility Bills.

REPORTS FROM CITY COUNCIL ON COMMITTEE/SPECIAL DISTRICT MEETINGS

- **a.** Delano Mosquito Abatement District (DMAD) – Council Member Ricardo Cano
- **b.** Kern Council of Governments (KCOG) – Mayor Sally Tafoya or Alternate Mayor Pro Tem Maria T. Pérez
- **c.** McFarland Tri-Agency Partners (MTAP) – Mayor Sally Tafoya
- **d.** Kern Economic Development Corp. (KEDC) – Mayor Sally Tafoya
- **e.** Kern County Association of Cities (KCAC)
- **f.** Poso Creek IRWMP – Council Member Saul Ayon

COUNCIL STATEMENTS AND REPORTS

On their own initiative, Council Members may make a brief announcement or a brief report on their own activities. In addition, Council Members may ask a question of staff or the public for clarification on any matter, provide a reference to staff or other resources for information. Alternatively, request staff to report to the City Council at a later meeting concerning any matter. Furthermore, the City Council, or any member thereof, may take action to direct staff to place a matter of business on a future agenda.

CLOSED SESSION

1. THREAT TO PUBLIC SERVICES- (Government Code section 54957): Consultation with City Manager concerning Kern County Fire Department Contract

ADJOURNMENT

This is to certify this agenda was posted at McFarland City Hall on **October 25, 2021.**

Francisca Alvarado

Francisca Alvarado, City Clerk

Kenneth Williams, Interim City Manager

Next Meeting: Regular City Council **November 10, 2021**.

The City of McFarland does not discriminate based on disability and complies with the provisions of the Americans with Disabilities Act (ADA). If you need special assistance to participate in this meeting, please contact the City Clerk's Office at (661) 792-3091 at least 48 hours prior to the meeting to make reasonable arrangements to ensure accessibility to this meeting.

Expense Approval Report
By Vendor Name

City of McFarland, CA

Post Dates 10/1/2021 - 10/15/2021

Vendor Name	Payable Number	Post Date	Description (Item)	Account Number	Amount
Vendor: AAA Services - AAA Services					
AAA Services	151925	10/15/2021	Inv# 151925 Fire Hydrants Stree…	01-180-56800-0000-1	978.72
AAA Services	151951	10/15/2021	Inv# 151951 Fire Hydrants Co…	01-180-56800-0000-1	376.99
AAA Services	151952	10/15/2021	Inv# 151952 Fire Hydrants Wate…	32-510-56800-0000-1	153.72
AAA Services	151953	10/15/2021	Inv# 151953 Fire Hydrants P.D.	01-150-56800-0000-1	92.78
AAA Services	151954	10/15/2021	Inv# 151954 Fire Hydrants Facili…	01-190-56800-0000-1	92.78
				Vendor AAA Services - AAA Services Total:	**1,694.99**
Vendor: AG Spray - AG Spray Equipment					
AG Spray Equipment	458187	10/15/2021	Inv 458187	30-500-56410-0000-1	298.95
				Vendor AG Spray - AG Spray Equipment Total:	**298.95**
Vendor: American Fidelity - American Fidelity					
American Fidelity	INV0019811	10/07/2021	American Fidelity Accident 1	01-22800-0000-1	41.07
American Fidelity	INV0019811	10/07/2021	American Fidelity Accident 1	30-22800-0000-1	1.17
American Fidelity	INV0019811	10/07/2021	American Fidelity Accident 1	32-22800-0000-1	1.17
American Fidelity	INV0019812	10/07/2021	American Fidelity Accident 2* P…	01-22800-0000-1	8.66
American Fidelity	INV0019813	10/07/2021	Life 1	01-22900-0000-1	9.81
American Fidelity	INV0019814	10/07/2021	American Fidelity - Disability In…	01-22700-0000-1	294.62
American Fidelity	INV0019815	10/07/2021	Health FSA	01-22600-0000-1	17.88
American Fidelity	INV0019815	10/07/2021	Health FSA	30-22600-0000-1	2.60
American Fidelity	INV0019815	10/07/2021	Health FSA	32-22600-0000-1	2.59
American Fidelity	INV0019816	10/07/2021	Life 1	01-22900-0000-1	133.82
American Fidelity	INV0019817	10/07/2021	Life 2	01-22900-0000-1	24.00
American Fidelity	INV0019829	10/07/2021	Cancer 1 American Fidelity	01-22950-0000-1	13.53
American Fidelity	INV0019841	10/07/2021	Life 1	30-22900-0000-1	15.43
American Fidelity	INV0019842	10/07/2021	American Fidelity - Disability In…	01-22700-0000-1	96.58
American Fidelity	INV0019842	10/07/2021	American Fidelity - Disability In…	30-22700-0000-1	52.22
American Fidelity	INV0019842	10/07/2021	American Fidelity - Disability In…	32-22700-0000-1	7.20
American Fidelity	INV0019843	10/07/2021	Health FSA	01-22600-0000-1	135.23
American Fidelity	INV0019843	10/07/2021	Health FSA	30-22600-0000-1	6.99
American Fidelity	INV0019843	10/07/2021	Health FSA	31-22600-0000-1	2.88
American Fidelity	INV0019843	10/07/2021	Health FSA	32-22600-0000-1	6.99
American Fidelity	INV0019844	10/07/2021	Life 1	01-22900-0000-1	37.61
American Fidelity	INV0019844	10/07/2021	Life 1	30-22900-0000-1	24.30
American Fidelity	INV0019844	10/07/2021	Life 1	31-22900-0000-1	8.32
American Fidelity	INV0019844	10/07/2021	Life 1	32-22900-0000-1	10.66
American Fidelity	INV0019845	10/07/2021	Life 2	01-22900-0000-1	7.58
American Fidelity	INV0019845	10/07/2021	Life 2	30-22900-0000-1	23.02
American Fidelity	INV0019845	10/07/2021	Life 2	32-22900-0000-1	2.47
American Fidelity	INV0019846	10/07/2021	Life 3	01-22900-0000-1	7.87
American Fidelity	INV0019847	10/07/2021	Life 3	01-22900-0000-1	4.98
American Fidelity	INV0019864	10/07/2021	Cancer 1 American Fidelity	30-22950-0000-1	5.54
American Fidelity	INV0019865	10/07/2021	Cancer 2* - American Fidelity Pr…	30-22950-0000-1	16.50
				Vendor American Fidelity - American Fidelity Total:	**1,023.29**
Vendor: Arrowhead - Arrowhead					
Arrowhead	INV0019896	10/15/2021	01I0033594904	01-150-57200-0000-1	123.52
Arrowhead	INV0019897	10/15/2021	Inv 11I0017185869	01-130-57200-0000-1	562.13
				Vendor Arrowhead - Arrowhead Total:	**685.65**
Vendor: At&t Mobility - At&t Mobility					
At&t Mobility	INV0019898	10/15/2021	Acct#287237972024	01-105-57800-0000-1	239.57
At&t Mobility	INV0019898	10/15/2021	Acct#287237972024	01-110-57800-0000-1	35.96
At&t Mobility	INV0019898	10/15/2021	Acct#287237972024	01-115-57800-0000-1	35.28
At&t Mobility	INV0019898	10/15/2021	Acct#287237972024	01-140-57800-0000-1	21.89
At&t Mobility	INV0019898	10/15/2021	Acct#287237972024	01-155-57800-0000-1	21.90

Vendor Name	Payable Number	Post Date	Description (Item)	Account Number	Amount
At&t Mobility	INV0019898	10/15/2021	Acct#287237972024	01-160-57800-0000-1	75.50
At&t Mobility	INV0019898	10/15/2021	Acct#287237972024	01-165-57800-0000-1	21.90
At&t Mobility	INV0019898	10/15/2021	Acct#287237972024	01-175-57800-0000-1	21.90
At&t Mobility	INV0019898	10/15/2021	Acct#287237972024	20-200-57800-0000-1	9.56
At&t Mobility	INV0019898	10/15/2021	Acct#287237972024	30-500-57800-0000-1	86.83
At&t Mobility	INV0019898	10/15/2021	Acct#287237972024	31-505-57800-0000-1	19.08
At&t Mobility	INV0019898	10/15/2021	Acct#287237972024	32-510-57800-0000-1	66.81
			Vendor At&t Mobility - At&t Mobility Total:		**656.18**
Vendor: Berchtold Equipment - Berchtold Equipment					
Berchtold Equipment	SJ14197	10/15/2021	INV SJ14197	01-180-56430-0000-1	308.72
Berchtold Equipment	SJ14197	10/15/2021	INV SJ14197	32-510-56410-0000-1	308.72
			Vendor Berchtold Equipment - Berchtold Equipment Total:		**617.44**
Vendor: BHT Engineering, Inc - BHT Engineering, Inc.					
BHT Engineering, Inc.	21-0320	10/15/2021	Inv# 21-0320 RSTP Call For Proj…	01-145-56000-0000-1	1,560.00
			Vendor BHT Engineering, Inc - BHT Engineering, Inc. Total:		**1,560.00**
Vendor: Bowman Asphalt, Inc - Bowman Asphalt, Inc.					
Bowman Asphalt, Inc.	INV0019889	10/15/2021	Kern Ave 5th to 6th St Invoice 1	25-000-52960-8430-1	333,898.46
			Vendor Bowman Asphalt, Inc - Bowman Asphalt, Inc. Total:		**333,898.46**
Vendor: Brenntag - Brenntag Pacific Inc.					
Brenntag Pacific Inc.	BPI180599	10/15/2021	BPI180599	32-510-57400-0000-1	979.11
			Vendor Brenntag - Brenntag Pacific Inc. Total:		**979.11**
Vendor: WASCO VET - Brian L. Edick					
Brian L. Edick	INV0019887	10/15/2021	Animal Care	01-155-51150-0000-1	223.00
			Vendor WASCO VET - Brian L. Edick Total:		**223.00**
Vendor: CA DCSS - California Dept of Child Support Services					
California Dept of Child Support…	INV0019863	10/07/2021	CA Dept Child Support Services	20-22350-0000-1	304.03
			Vendor CA DCSS - California Dept of Child Support Services Total:		**304.03**
Vendor: CenCal Auto & Truck - CenCal Auto & Truck Parts, Inc.					
CenCal Auto & Truck Parts, Inc.	806621	10/15/2021	Inv 806621	20-200-56700-0000-1	36.23
CenCal Auto & Truck Parts, Inc.	808964	10/15/2021	Inv 808964	30-500-56410-0000-1	105.09
CenCal Auto & Truck Parts, Inc.	809442	10/15/2021	Inv 809442	30-500-56410-0000-1	44.54
CenCal Auto & Truck Parts, Inc.	809874	10/15/2021	Inv 809874	30-500-56410-0000-1	67.06
			Vendor CenCal Auto & Truck - CenCal Auto & Truck Parts, Inc. Total:		**252.92**
Vendor: DACO FARM SUPPLY INC - DACO FARM SUPPLY INC					
DACO FARM SUPPLY INC	336137	10/15/2021	Inv 336137	30-500-56800-0000-1	62.79
			Vendor DACO FARM SUPPLY INC - DACO FARM SUPPLY INC Total:		**62.79**
Vendor: Daniel Arellano - Daniel Arellano					
Daniel Arellano	INV0019880	10/15/2021	Deposit Refund for Rental 10/0…	01-24000-0000-1	200.00
			Vendor Daniel Arellano - Daniel Arellano Total:		**200.00**
Vendor: Delano Veterinary - Delano Veterinary					
Delano Veterinary	455843	10/15/2021	Inv 455843	01-155-51150-0000-1	27.00
Delano Veterinary	55270	10/15/2021	Invoice 55270	01-155-51150-0000-1	70.57
			Vendor Delano Veterinary - Delano Veterinary Total:		**97.57**
Vendor: Douglas Environmenta - Douglas Keith Brown					
Douglas Keith Brown	INV0019895	10/15/2021	Invoice for Douglas Environmen…	01-140-55500-8224-1	8,015.04
			Vendor Douglas Environmenta - Douglas Keith Brown Total:		**8,015.04**
Vendor: EDD - EDD					
EDD	CM0000253	10/06/2021	State Unemployment Insurance	32-22250-0000-1	-434.00
EDD	CM0000249	10/07/2021	State Income Tax Withholding	01-22200-0000-1	-53.12
EDD	CM0000250	10/07/2021	SDI - State Disability Insurance	01-22200-0000-1	-23.70
EDD	CM0000251	10/07/2021	State Unemployment Insurance	01-22250-0000-1	-134.10
EDD	CM0000258	10/07/2021	State Income Tax Withholding	01-22200-0000-1	-73.53
EDD	CM0000259	10/07/2021	SDI - State Disability Insurance	01-22200-0000-1	-14.95
EDD	INV0019832	10/07/2021	State Income Tax Withholding	01-22200-0000-1	2,691.63
EDD	INV0019832	10/07/2021	State Income Tax Withholding	30-22200-0000-1	2.11
EDD	INV0019832	10/07/2021	State Income Tax Withholding	32-22200-0000-1	2.11

Vendor Name	Payable Number	Post Date	Description (Item)	Account Number	Amount
EDD	INV0019833	10/07/2021	SDI - State Disability Insurance	01-22200-0000-1	709.35
EDD	INV0019833	10/07/2021	SDI - State Disability Insurance	30-22200-0000-1	5.43
EDD	INV0019833	10/07/2021	SDI - State Disability Insurance	32-22200-0000-1	5.42
EDD	INV0019834	10/07/2021	State Unemployment Insurance	01-22250-0000-1	505.54
EDD	INV0019834	10/07/2021	State Unemployment Insurance	30-22250-0000-1	16.36
EDD	INV0019834	10/07/2021	State Unemployment Insurance	32-22250-0000-1	16.36
EDD	INV0019869	10/07/2021	State Income Tax Withholding	01-22200-0000-1	479.28
EDD	INV0019869	10/07/2021	State Income Tax Withholding	20-22200-0000-1	18.86
EDD	INV0019869	10/07/2021	State Income Tax Withholding	30-22200-0000-1	200.20
EDD	INV0019869	10/07/2021	State Income Tax Withholding	31-22200-0000-1	6.98
EDD	INV0019869	10/07/2021	State Income Tax Withholding	32-22200-0000-1	75.09
EDD	INV0019870	10/07/2021	SDI - State Disability Insurance	01-22200-0000-1	179.51
EDD	INV0019870	10/07/2021	SDI - State Disability Insurance	20-22200-0000-1	25.80
EDD	INV0019870	10/07/2021	SDI - State Disability Insurance	30-22200-0000-1	87.35
EDD	INV0019870	10/07/2021	SDI - State Disability Insurance	31-22200-0000-1	13.38
EDD	INV0019870	10/07/2021	SDI - State Disability Insurance	32-22200-0000-1	61.46
EDD	INV0019871	10/07/2021	State Unemployment Insurance	20-22250-0000-1	75.85
EDD	INV0019871	10/07/2021	State Unemployment Insurance	30-22250-0000-1	83.28
EDD	INV0019876	10/07/2021	State Income Tax Withholding	01-22200-0000-1	0.61
EDD	INV0019877	10/07/2021	SDI - State Disability Insurance	01-22200-0000-1	0.09
				Vendor EDD - EDD Total:	**4,528.65**
Vendor: EFTPS - Electronic Federal Tax Payment System					
Electronic Federal Tax Payment ...	CM0000247	10/07/2021	Federal Income Tax Withholding	01-22050-0000-1	-153.29
Electronic Federal Tax Payment ...	CM0000248	10/07/2021	Social Security	01-22100-0000-1	-293.92
Electronic Federal Tax Payment ...	CM0000252	10/07/2021	Medicare	01-22150-0000-1	-68.74
Electronic Federal Tax Payment ...	CM0000256	10/07/2021	Federal Income Tax Withholding	01-22050-0000-1	-163.16
Electronic Federal Tax Payment ...	CM0000257	10/07/2021	Social Security	01-22100-0000-1	-185.32
Electronic Federal Tax Payment ...	CM0000260	10/07/2021	Medicare	01-22150-0000-1	-43.32
Electronic Federal Tax Payment ...	INV0019830	10/07/2021	Federal Income Tax Withholding	01-22050-0000-1	7,173.11
Electronic Federal Tax Payment ...	INV0019830	10/07/2021	Federal Income Tax Withholding	30-22050-0000-1	9.04
Electronic Federal Tax Payment ...	INV0019830	10/07/2021	Federal Income Tax Withholding	32-22050-0000-1	9.04
Electronic Federal Tax Payment ...	INV0019831	10/07/2021	Social Security	01-22100-0000-1	8,795.74
Electronic Federal Tax Payment ...	INV0019831	10/07/2021	Social Security	30-22100-0000-1	67.28
Electronic Federal Tax Payment ...	INV0019831	10/07/2021	Social Security	32-22100-0000-1	67.28
Electronic Federal Tax Payment ...	INV0019835	10/07/2021	Medicare	01-22150-0000-1	2,057.06
Electronic Federal Tax Payment ...	INV0019835	10/07/2021	Medicare	30-22150-0000-1	15.76
Electronic Federal Tax Payment ...	INV0019835	10/07/2021	Medicare	32-22150-0000-1	15.70
Electronic Federal Tax Payment ...	INV0019867	10/07/2021	Federal Income Tax Withholding	01-22050-0000-1	1,311.88
Electronic Federal Tax Payment ...	INV0019867	10/07/2021	Federal Income Tax Withholding	20-22050-0000-1	4.56
Electronic Federal Tax Payment ...	INV0019867	10/07/2021	Federal Income Tax Withholding	30-22050-0000-1	617.61
Electronic Federal Tax Payment ...	INV0019867	10/07/2021	Federal Income Tax Withholding	32-22050-0000-1	180.43
Electronic Federal Tax Payment ...	INV0019868	10/07/2021	Social Security	01-22100-0000-1	2,225.92
Electronic Federal Tax Payment ...	INV0019868	10/07/2021	Social Security	20-22100-0000-1	320.00
Electronic Federal Tax Payment ...	INV0019868	10/07/2021	Social Security	30-22100-0000-1	1,083.00
Electronic Federal Tax Payment ...	INV0019868	10/07/2021	Social Security	31-22100-0000-1	165.96
Electronic Federal Tax Payment ...	INV0019868	10/07/2021	Social Security	32-22100-0000-1	762.40
Electronic Federal Tax Payment ...	INV0019872	10/07/2021	Medicare	01-22150-0000-1	520.62
Electronic Federal Tax Payment ...	INV0019872	10/07/2021	Medicare	20-22150-0000-1	74.84
Electronic Federal Tax Payment ...	INV0019872	10/07/2021	Medicare	30-22150-0000-1	253.32
Electronic Federal Tax Payment ...	INV0019872	10/07/2021	Medicare	31-22150-0000-1	38.86
Electronic Federal Tax Payment ...	INV0019872	10/07/2021	Medicare	32-22150-0000-1	178.18
Electronic Federal Tax Payment ...	INV0019874	10/07/2021	Federal Income Tax Withholding	01-22050-0000-1	1.11
Electronic Federal Tax Payment ...	INV0019875	10/07/2021	Social Security	01-22100-0000-1	1.14
Electronic Federal Tax Payment ...	INV0019878	10/07/2021	Medicare	01-22150-0000-1	0.26
			Vendor EFTPS - Electronic Federal Tax Payment System Total:		**25,042.35**
Vendor: Ennis-Flint - Ennis-Flint, Inc					
Ennis-Flint, Inc	415805	10/15/2021	Inv 415805	01-180-56500-0000-1	1,884.92
			Vendor Ennis-Flint - Ennis-Flint, Inc Total:		**1,884.92**

Vendor Name	Payable Number	Post Date	Description (Item)	Account Number	Amount
Vendor: Franchise Tax - Franchise Tax					
Franchise Tax	INV0019866	10/07/2021	FTB Number 1105676127	01-22350-0000-1	62.50
Franchise Tax	INV0019866	10/07/2021	FTB Number 1105676127	30-22350-0000-1	62.50
Franchise Tax	INV0019866	10/07/2021	FTB Number 1105676127	31-22350-0000-1	62.50
Franchise Tax	INV0019866	10/07/2021	FTB Number 1105676127	32-22350-0000-1	62.50
			Vendor Franchise Tax - Franchise Tax Total:		**250.00**
Vendor: Frontier - Frontier California Inc.					
Frontier California Inc.	INV0019881	10/15/2021	Acct 661-792-3164-083117-5	01-185-57800-0000-1	54.03
Frontier California Inc.	INV0019882	10/15/2021	Acct 661-792-0161-062110-5	01-150-58700-0000-1	220.78
Frontier California Inc.	INV0019883	10/15/2021	Acct 661-792-3391-070209-5	30-500-57800-0000-1	199.78
			Vendor Frontier - Frontier California Inc. Total:		**474.59**
Vendor: Hodges - Hodges Law Group					
Hodges Law Group	INV0019894	10/15/2021	Legal Services 09/02-09/30/21 ...	01-130-56100-0000-1	87.50
Hodges Law Group	INV0019894	10/15/2021	Legal Services 09/02 - 09/30/21...	01-130-56100-0000-1	70.00
Hodges Law Group	INV0019894	10/15/2021	Legal Services 09/02 - 09/30/21...	01-130-56100-0000-1	175.00
Hodges Law Group	INV0019894	10/15/2021	Legal Services 09/02 - 09/30/21...	01-130-56100-0000-1	525.00
Hodges Law Group	INV0019894	10/15/2021	Legal Services 09/02 - 09/30/21 ..	01-130-56100-0000-1	840.00
Hodges Law Group	INV0019894	10/15/2021	Legal Services 09/02-09/30/21 ...	01-130-56100-0000-1	1,601.00
Hodges Law Group	INV0019894	10/15/2021	Legal Services 09/02-09/30/21 C..	01-130-56100-0000-1	2,012.50
Hodges Law Group	INV0019894	10/15/2021	Legal Services 09/02-09/30/21 -...	01-130-56100-0000-1	7,751.00
			Vendor Hodges - Hodges Law Group Total:		**13,062.00**
Vendor: Home Depot - Home Depot					
Home Depot	7010814	10/15/2021	Inv 7010814	20-200-56700-0000-1	172.23
Home Depot	7031765	10/15/2021	Inv 7031765	01-180-57400-0000-1	64.41
Home Depot	7031765	10/15/2021	Inv 7031765	32-510-57400-0000-1	64.41
Home Depot	8012369	10/15/2021	Inv 8012369	01-180-56400-0000-1	219.65
Home Depot	8012369	10/15/2021	Inv 8012369	20-200-56700-0000-1	39.92
Home Depot	9010685	10/15/2021	Inv 9010685	20-200-56700-0000-1	131.02
			Vendor Home Depot - Home Depot Total:		**691.64**
Vendor: Information Technolo - Information Technology					
Information Technology	1160-03969	10/15/2021	Inv. 1160-03969 CJIS Access Lic....	01-150-57800-0000-1	420.00
			Vendor Information Technolo - Information Technology Total:		**420.00**
Vendor: John Hancock - John Hancock					
John Hancock	INV0019873	10/06/2021	401K - Employer	32-20800-0000-1	1,065.29
John Hancock	CM0000254	10/07/2021	401K - Employer	01-20800-0000-1	-149.43
John Hancock	CM0000255	10/07/2021	401K - Employee	01-20800-0000-1	-134.47
John Hancock	INV0019809	10/07/2021	401K - Employer	01-20800-0000-1	2,797.59
John Hancock	INV0019809	10/07/2021	401K - Employer	30-20800-0000-1	20.51
John Hancock	INV0019809	10/07/2021	401K - Employer	32-20800-0000-1	20.51
John Hancock	INV0019810	10/07/2021	401K - Employee	01-20800-0000-1	1,424.26
John Hancock	INV0019810	10/07/2021	401K - Employee	30-20800-0000-1	4.10
John Hancock	INV0019810	10/07/2021	401K - Employee	32-20800-0000-1	4.10
John Hancock	INV0019819	10/07/2021	401K Loan 1	01-20800-0000-1	117.75
John Hancock	INV0019820	10/07/2021	401k Contribution	01-20800-0000-1	289.22
John Hancock	INV0019821	10/07/2021	401k Contribution	01-20800-0000-1	298.89
John Hancock	INV0019822	10/07/2021	401k Contribution	01-20800-0000-1	281.57
John Hancock	INV0019823	10/07/2021	401k Contribution	01-20800-0000-1	268.89
John Hancock	INV0019824	10/07/2021	401k Contribution	01-20800-0000-1	246.88
John Hancock	INV0019825	10/07/2021	401k Contribution	01-20800-0000-1	267.96
John Hancock	INV0019826	10/07/2021	401k Contribution	01-20800-0000-1	274.68
John Hancock	INV0019827	10/07/2021	401k Contribution	01-20800-0000-1	776.92
John Hancock	INV0019828	10/07/2021	401k Contribution	01-20800-0000-1	215.54
John Hancock	INV0019836	10/07/2021	401K - Employer	01-20800-0000-1	902.87
John Hancock	INV0019836	10/07/2021	401K - Employer	20-20800-0000-1	131.04
John Hancock	INV0019836	10/07/2021	401K - Employer	30-20800-0000-1	440.21
John Hancock	INV0019836	10/07/2021	401K - Employer	31-20800-0000-1	129.41
John Hancock	INV0019836	10/07/2021	401K - Employer	32-20800-0000-1	330.18
John Hancock	INV0019837	10/07/2021	401K - Employee	01-20800-0000-1	397.28
John Hancock	INV0019837	10/07/2021	401K - Employee	30-20800-0000-1	13.43

Vendor Name	Payable Number	Post Date	Description (Item)	Account Number	Amount
John Hancock	INV0019837	10/07/2021	401K - Employee	32-20800-0000-1	102.05
John Hancock	INV0019838	10/07/2021	401K - Employer	20-20800-0000-1	122.34
John Hancock	INV0019848	10/07/2021	401K Loan 1	30-20800-0000-1	100.02
John Hancock	INV0019849	10/07/2021	401K Loan 1	01-20800-0000-1	143.20
John Hancock	INV0019850	10/07/2021	401K Loan 2	01-20800-0000-1	188.25
John Hancock	INV0019851	10/07/2021	401K Loan 2	01-20800-0000-1	10.65
John Hancock	INV0019851	10/07/2021	401K Loan 2	30-20800-0000-1	12.43
John Hancock	INV0019851	10/07/2021	401K Loan 2	32-20800-0000-1	12.42
John Hancock	INV0019852	10/07/2021	401K Loan 3	01-20800-0000-1	22.76
John Hancock	INV0019852	10/07/2021	401K Loan 3	32-20800-0000-1	11.59
John Hancock	INV0019853	10/07/2021	401K Loan 4	01-20800-0000-1	131.83
John Hancock	INV0019854	10/07/2021	401K Loan 5	01-20800-0000-1	157.75
John Hancock	INV0019855	10/07/2021	401K Loan 4	01-20800-0000-1	17.08
John Hancock	INV0019855	10/07/2021	401K Loan 4	30-20800-0000-1	34.17
John Hancock	INV0019855	10/07/2021	401K Loan 4	32-20800-0000-1	34.17
John Hancock	INV0019856	10/07/2021	401K Loan 4	01-20800-0000-1	120.04
John Hancock	INV0019856	10/07/2021	401K Loan 4	20-20800-0000-1	3.71
John Hancock	INV0019856	10/07/2021	401K Loan 4	32-20800-0000-1	26.25
John Hancock	INV0019857	10/07/2021	401k Contribution	01-20800-0000-1	194.48
John Hancock	INV0019858	10/07/2021	401k Contribution	01-20800-0000-1	78.76
John Hancock	INV0019858	10/07/2021	401k Contribution	30-20800-0000-1	157.53
John Hancock	INV0019858	10/07/2021	401k Contribution	32-20800-0000-1	157.53
John Hancock	INV0019859	10/07/2021	401k Contribution	30-20800-0000-1	255.20
John Hancock	INV0019860	10/07/2021	401k Contribution	01-20800-0000-1	151.85
John Hancock	INV0019860	10/07/2021	401k Contribution	20-20800-0000-1	4.70
John Hancock	INV0019860	10/07/2021	401k Contribution	32-20800-0000-1	33.21
John Hancock	INV0019861	10/07/2021	401k Contribution	01-20800-0000-1	100.00
John Hancock	INV0019862	10/07/2021	401k Contribution	01-20800-0000-1	86.81
John Hancock	INV0019862	10/07/2021	401k Contribution	32-20800-0000-1	44.23
			Vendor John Hancock - John Hancock Total:		**12,950.19**
Vendor: Jorge's Smog & Repai - Jorge's Smog & Repai					
Jorge's Smog & Repai	015309	10/15/2021	Inv. 015309 Veh Maint & Rep (…	01-150-56600-0000-1	469.58
			Vendor Jorge's Smog & Repai - Jorge's Smog & Repai Total:		**469.58**
Vendor: K.C. Waste - K.C. Waste					
K.C. Waste	INV0019891	10/15/2021	September 2021 gate fees	31-505-52800-0000-1	4,336.08
			Vendor K.C. Waste - K.C. Waste Total:		**4,336.08**
Vendor: LEXIPOL LLC - LEXIPOL LLC					
LEXIPOL LLC	INVLEX5957	10/15/2021	INVLEX5957	01-130-52200-0000-1	897.98
LEXIPOL LLC	INVLEX5957	10/15/2021	INVLEX5957	30-500-52200-0000-1	1,346.96
LEXIPOL LLC	INVLEX5957	10/15/2021	INVLEX5957	32-510-52200-0000-1	1,346.96
LEXIPOL LLC	INVLEX5958	10/15/2021	INVLEX5958	01-130-52200-0000-1	2,950.00
LEXIPOL LLC	INVLEX5958	10/15/2021	INVLEX5958	30-500-52200-0000-1	4,425.00
LEXIPOL LLC	INVLEX5958	10/15/2021	INVLEX5958	32-510-52200-0000-1	4,425.00
			Vendor LEXIPOL LLC - LEXIPOL LLC Total:		**15,391.90**
Vendor: Mario Sanchez - Mario Sanchez					
Mario Sanchez	INV0019885	10/15/2021	Interpreting Services 09/30/20…	01-105-56000-0000-1	300.00
			Vendor Mario Sanchez - Mario Sanchez Total:		**300.00**
Vendor: Mark Thomas & Compan - Mark Thomas & Company, Inc.					
Mark Thomas & Company, Inc.	41103	10/15/2021	LSRP Invoice August 2021 Inv 4…	26-110-53100-8530-1	1,749.25
Mark Thomas & Company, Inc.	41448	10/15/2021	LSRP Invoice August 2021 Inv 4…	26-110-53100-8530-1	2,502.50
			Vendor Mark Thomas & Compan - Mark Thomas & Company, Inc. Total:		**4,251.75**
Vendor: Marvin Pop - Marvin Pop					
Marvin Pop	INV0019899	10/15/2021	Reimbursment OIT Certificate	30-500-55150-0000-1	75.00
			Vendor Marvin Pop - Marvin Pop Total:		**75.00**
Vendor: Mass Mutual - Mass Mutual					
Mass Mutual	INV0019839	10/07/2021	457 Employer	01-20800-0000-1	360.96
Mass Mutual	INV0019840	10/07/2021	457 Contribution	01-20800-0000-1	100.00
			Vendor Mass Mutual - Mass Mutual Total:		**460.96**

Vendor Name	Payable Number	Post Date	Description (Item)	Account Number	Amount
Vendor: McFarland Tire - McFarland Tire					
McFarland Tire	22501	10/15/2021	Inv 22501	01-180-56600-0000-1	3.00
McFarland Tire	22501	10/15/2021	Inv 22501	30-500-56600-0000-1	6.00
McFarland Tire	22501	10/15/2021	Inv 22501	32-510-56600-0000-1	6.00
				Vendor McFarland Tire - McFarland Tire Total:	**15.00**
Vendor: Garza's Autobody - Melquiades P. Garza					
Melquiades P. Garza	1738	10/15/2021	Inv. 1738 - Vehicle Repair & Ma…	01-150-56600-0000-1	1,798.54
				Vendor Garza's Autobody - Melquiades P. Garza Total:	**1,798.54**
Vendor: Office Depot - Office Depot					
Office Depot	195215137001	10/15/2021	Inv. 195215137001	01-150-57200-0000-1	323.12
Office Depot	195304575001	10/15/2021	Inv. 195304575001	01-150-57200-0000-1	139.74
				Vendor Office Depot - Office Depot Total:	**462.86**
Vendor: Pre-Paid Legal - Pre-Paid Legal					
Pre-Paid Legal	INV0019818	10/07/2021	Pre-Paid Legal	01-22500-0000-1	24.90
				Vendor Pre-Paid Legal - Pre-Paid Legal Total:	**24.90**
Vendor: Proffitt Constructio - Proffitt Construction Inc					
Proffitt Construction Inc	INV0019888	10/15/2021	EV Charging Station Invoice 6	25-000-52910-8405-1	8,543.35
				Vendor Proffitt Constructio - Proffitt Construction Inc Total:	**8,543.35**
Vendor: R&F Disposal - R&F Disposal					
R&F Disposal	INV0019807	10/04/2021	SEPTEMBER 2021 R&F GARBAG…	01-100-41300-0000-1	-4,120.44
R&F Disposal	INV0019807	10/04/2021	SEPTEMBER 2021 R&F GARBAG…	31-505-42340-0000-1	-2,167.50
R&F Disposal	INV0019807	10/04/2021	SEPTEMBER 2021 R&F GARBAG…	31-505-52400-0000-1	82,408.78
R&F Disposal	INV0019808	10/04/2021	SEPTEMBERS 2021 R&F RECYCL…	31-505-52500-0000-1	11,359.72
				Vendor R&F Disposal - R&F Disposal Total:	**87,480.56**
Vendor: Serda's Plumbing - Serda's Plumbing					
Serda's Plumbing	302069	10/15/2021	Inv. 302069 - PD (06/01/21)	01-150-56400-0000-1	649.88
Serda's Plumbing	302083	10/15/2021	Inv. 302083 - Community Center..	01-185-56400-0000-1	529.88
				Vendor Serda's Plumbing - Serda's Plumbing Total:	**1,179.76**
Vendor: The Gas Co. - SoCalGas					
SoCalGas	INV0019884	10/15/2021	Acct - 16861631949	01-185-58000-0000-1	30.38
				Vendor The Gas Co. - SoCalGas Total:	**30.38**
Vendor: Southern CA Edison - Southern California Edison					
Southern California Edison	INV0019890	10/15/2021	Document#7590357839 INV42…	25-000-52960-8425-1	507.16
				Vendor Southern CA Edison - Southern California Edison Total:	**507.16**
Vendor: SPD - SPD					
SPD	17766	10/15/2021	#10 Window Envelopes	30-500-57200-0000-1	139.67
SPD	17766	10/15/2021	#10 Window Envelopes	31-505-57200-0000-1	139.63
SPD	17766	10/15/2021	#10 Window Envelopes	32-510-57200-0000-1	139.63
SPD	17814	10/15/2021	McFarland General Plan & EIR b…	01-140-55800-0000-1	423.80
				Vendor SPD - SPD Total:	**842.73**
Vendor: Spectrum - Spectrum					
Spectrum	119560501100121	10/15/2021	Inv 119560501090121 City Hall	01-190-57800-0000-1	1,190.00
				Vendor Spectrum - Spectrum Total:	**1,190.00**
Vendor: SWRCB Accounting - SWRCB Accounting					
SWRCB Accounting	1510013	10/15/2021	1510013 Billing Period 07/01/20..	30-500-53250-0000-1	185.00
				Vendor SWRCB Accounting - SWRCB Accounting Total:	**185.00**
Vendor: TF Tire & Service - TF Tire & Service					
TF Tire & Service	DL-501392	10/15/2021	DL-501392	01-315-56600-0520-1	168.00
TF Tire & Service	DL-501433	10/15/2021	DL-501433	01-315-56600-0520-1	568.37
				Vendor TF Tire & Service - TF Tire & Service Total:	**736.37**
Vendor: THE BANCORP - THE BANCORP BANK					
THE BANCORP BANK	523579	10/15/2021	Inv. 523579 Oct-2021 Lease Py…	01-150-58900-0000-1	7,227.09
				Vendor THE BANCORP - THE BANCORP BANK Total:	**7,227.09**

Vendor Name	Payable Number	Post Date	Description (Item)	Account Number	Amount
Vendor: Ultrex Business - Ultrex Business					
Ultrex Business	3342976	10/15/2021	Inv 3342976 Contract Services ...	01-150-52200-0000-1	280.41
				Vendor Ultrex Business - Ultrex Business Total:	**280.41**
Vendor: USA Blue Book - USA Blue Book					
USA Blue Book	614956	10/15/2021	Inv. 614956 (5/26/21)	30-500-57400-0000-1	644.86
USA Blue Book	619285	10/15/2021	Inv. 619285 (6/01/21)	30-500-57400-0000-1	1,233.43
USA Blue Book	620556	10/15/2021	Inv. 620556 (6/02/21)	30-500-57400-0000-1	1,148.55
USA Blue Book	633013	10/15/2021	Inv. 633013 (6/14/21)	30-500-57400-0000-1	123.02
				Vendor USA Blue Book - USA Blue Book Total:	**3,149.86**
Vendor: Vernon C. Sorenson - Vernon C. Sorenson					
Vernon C. Sorenson	00467402-00	10/15/2021	Inv 00467402-00	01-190-52200-0000-1	67.50
Vernon C. Sorenson	00467402-00	10/15/2021	Inv 00467402-00	30-500-52200-0000-1	101.25
Vernon C. Sorenson	00467402-00	10/15/2021	Inv 00467402-00	32-510-52200-0000-1	101.25
				Vendor Vernon C. Sorenson - Vernon C. Sorenson Total:	**270.00**
				Grand Total:	**549,083.00**

Report Summary

Fund Summary

Fund	Payment Amount
01 - GENERAL FUND	79,434.93
20 - LIGHTING & LANDSCAPING-DISTRICT 1	1,474.69
25 - CAPITAL IMPROVEMENTS PROJECTS	342,948.97
26 - MISCELLANEOUS GRANTS	4,251.75
30 - SEWER	13,982.39
31 - REFUSE/RECYCLING	96,524.08
32 - WATER	10,466.19
Grand Total:	**549,083.00**

Account Summary

Account Number	Account Name	Payment Amount
01-100-41300-0000-1	Franchise Fees	-4,120.44
01-105-56000-0000-1	Professional Services - Ot…	300.00
01-105-57800-0000-1	Telephone & Communicat…	239.57
01-110-57800-0000-1	Telephone & Communicat…	35.96
01-115-57800-0000-1	Telephone & Communicat…	35.28
01-130-52200-0000-1	Contract Services	3,847.98
01-130-56100-0000-1	Legal Services	13,062.00
01-130-57200-0000-1	Supplies - Office	562.13
01-140-55500-8224-1	Special Studies San Joaqui…	8,015.04
01-140-55800-0000-1	Printing & Legal Notices	423.80
01-140-57800-0000-1	Telephone & Communicat…	21.89
01-145-56000-0000-1	Professional Services	1,560.00
01-150-52200-0000-1	Contract Services	280.41
01-150-56400-0000-1	Repairs & Maint - Build & …	649.88
01-150-56600-0000-1	Repairs & Maintenance - …	2,268.12
01-150-56800-0000-1	Safety Equipment	92.78
01-150-57200-0000-1	Supplies - Office	586.38
01-150-57800-0000-1	Telephone & Communicat…	420.00
01-150-58700-0000-1	Principal Repayment	220.78
01-150-58900-0000-1	Debt Principal	7,227.09
01-155-51150-0000-1	Dog Clinic	320.57
01-155-57800-0000-1	Telephone & Communicat…	21.90
01-160-57800-0000-1	Telephone & Communicat…	75.50
01-165-57800-0000-1	Telephone & Communicat…	21.90
01-175-57800-0000-1	Telephone & Communicat…	21.90
01-180-56400-0000-1	Repairs/Maintenance-Bui…	219.65
01-180-56430-0000-1	Repairs & Maintenance - …	308.72
01-180-56500-0000-1	Repairs/Maintenance Str…	1,884.92
01-180-56600-0000-1	Repairs/Maintenance - V…	3.00
01-180-56800-0000-1	Safety Equipment	1,355.71
01-180-57400-0000-1	Supplies - Operating	64.41
01-185-56400-0000-1	Repairs & Maint - Build & …	529.88
01-185-57800-0000-1	Telephone & Communicat…	54.03
01-185-58000-0000-1	Utilities	30.38
01-190-52200-0000-1	Contract Services	67.50
01-190-56800-0000-1	Safety Equipment	92.78
01-190-57800-0000-1	Telephone & Communicat…	1,190.00
01-20800-0000-1	Pension Payable	10,140.82
01-22050-0000-1	Federal Withholding Paya…	8,169.65
01-22100-0000-1	FICA Payable	10,543.56
01-22150-0000-1	Medicare Payable	2,465.88
01-22200-0000-1	State Withholding Payable	3,895.17
01-22250-0000-1	SUTA Payable	371.44
01-22350-0000-1	Garnishments	62.50
01-22500-0000-1	Pre-Paid Legal	24.90
01-22600-0000-1	Health FSA	153.11

Account Summary

Account Number	Account Name	Payment Amount
01-22700-0000-1	Disablity LTD	391.20
01-22800-0000-1	Accident	49.73
01-22900-0000-1	Life	225.67
01-22950-0000-1	Cancer-American Fidelity	13.53
01-24000-0000-1	Deposits	200.00
01-315-56600-0520-1	Public Trans - Repairs & …	736.37
20-200-56700-0000-1	Repairs & Maintenance - …	379.40
20-200-57800-0000-1	Telephone & Communicat…	9.56
20-20800-0000-1	Pension Payable	261.79
20-22050-0000-1	Federal Withholding Paya…	4.56
20-22100-0000-1	FICA Payable	320.00
20-22150-0000-1	Medicare Payable	74.84
20-22200-0000-1	State Withholding Payable	44.66
20-22250-0000-1	SUTA Payable	75.85
20-22350-0000-1	Garnishments	304.03
25-000-52910-8405-1	Buildings & Improvements..	8,543.35
25-000-52960-8425-1	Streets & Roads Capital	507.16
25-000-52960-8430-1	Streets & Roads (Capital)	333,898.46
26-110-53100-8530-1	Grant Expenditures LSRP	4,251.75
30-20800-0000-1	Pension Payable	1,037.60
30-22050-0000-1	Federal Withholding Paya…	626.65
30-22100-0000-1	FICA Payable	1,150.28
30-22150-0000-1	Medicare Payable	269.08
30-22200-0000-1	State Withholding Payable	295.09
30-22250-0000-1	SUTA Payable	99.64
30-22350-0000-1	Garnishments	62.50
30-22600-0000-1	Health FSA	9.59
30-22700-0000-1	Disablity LTD	52.22
30-22800-0000-1	Accident	1.17
30-22900-0000-1	Life	62.75
30-22950-0000-1	Cancer- American Fidelity	22.04
30-500-52200-0000-1	Contract Services	5,873.21
30-500-53250-0000-1	Permits & Certificates	185.00
30-500-55150-0000-1	Tuition Reimbursement	75.00
30-500-56410-0000-1	Repairs & Maintenance E…	515.64
30-500-56600-0000-1	Repairs & Maintenance - …	6.00
30-500-56800-0000-1	Safety Equipment	62.79
30-500-57200-0000-1	Supplies - Office	139.67
30-500-57400-0000-1	Supplies - Operating	3,149.86
30-500-57800-0000-1	Telephone & Communicat…	286.61
31-20800-0000-1	Pension Payable	129.41
31-22100-0000-1	FICA Payable	165.96
31-22150-0000-1	Medicare Payable	38.86
31-22200-0000-1	State Withholding Payable	20.36
31-22350-0000-1	Garnishments	62.50
31-22600-0000-1	Health FSA	2.88
31-22900-0000-1	Life	8.32
31-505-42340-0000-1	Administration Fee	-2,167.50
31-505-52400-0000-1	Contract Services - Refuse…	82,408.78
31-505-52500-0000-1	Contract Services - Recycl…	11,359.72
31-505-52800-0000-1	County Waste Manageme…	4,336.08
31-505-57200-0000-1	Supplies - Office	139.63
31-505-57800-0000-1	Telephone & Communicat…	19.08
32-20800-0000-1	Pension Payable	1,841.53
32-22050-0000-1	Federal Withholding Paya…	189.47
32-22100-0000-1	FICA Payable	829.68
32-22150-0000-1	Medicare Payable	193.88
32-22200-0000-1	State Withholding Payable	144.08

Account Summary

Account Number	Account Name	Payment Amount
32-22250-0000-1	SUTA Payable	-417.64
32-22350-0000-1	Garnishments	62.50
32-22600-0000-1	Health FSA	9.58
32-22700-0000-1	Disablity LTD	7.20
32-22800-0000-1	Accident	1.17
32-22900-0000-1	Life	13.13
32-510-52200-0000-1	Contract Services	5,873.21
32-510-56410-0000-1	Repairs & Maintenance- E…	308.72
32-510-56600-0000-1	Repairs & Maintenance - …	6.00
32-510-56800-0000-1	Safety Equipment	153.72
32-510-57200-0000-1	Supplies - Office	139.63
32-510-57400-0000-1	Supplies - Operating	1,043.52
32-510-57800-0000-1	Telephone & Communicat…	66.81
	Grand Total:	**549,083.00**

Project Account Summary

Project Account Key		Payment Amount
None		549,083.00
	Grand Total:	**549,083.00**

REGULAR CITY COUNCIL MINUTES
<u>IN PERSON MEETING</u>
October 14, 2021

MCFARLAND CITY COUNCIL
MCFARLAND SUCCESSOR AGENCY
MCFARLAND PUBLIC FINANCE AUTHORITY
MCFARLAND IMPROVEMENT AUTHORITY
MCFARLAND PARKING AUTHORITY

CALL TO ORDER

Mayor Gonzalez called the meeting to order at 6:00 p.m.

ROLL CALL

Council Members Present: Mayor Gonzalez, Mayor Pro-Tem Pérez, Councilmember Ayon, Councilmember Cano

Council Members Absent: None

**Council Member Santillano resigned September 29, 2021.*

OFFICIALS PRESENT

Chief of Police/Interim City Manager Williams, Interim City Attorney Hodges, Interim City Clerk Drake, Interim Community Development Director Ronk, Finance Director Lara, City Clerk Alvarado

INVOCATION

Council Member Cano

PLEDGE OF ALLEGIANCE

Council Member Ayon

PRESENTATIONS AND PROCLAMATIONS

None

PUBLIC COMMENTS

Public comment opened at: 6:01 p.m.

No public comments.

Public comment closed at: 6:02 p.m.

CONSENT AGENDA

1. Motion was made by: **Councilmember Cano** to approve warrant register for $ 1,313,130.18 from September 16, 2021, through September 30, 2021*; 2nd* by: **Councilmember Ayon.**
Vote: 4/0
Ayes: Cano, Ayon, Pérez, Gonzalez (Mayor)
Nays: None
Absent: None
Abstentions: None

2. Motion was made by: **Councilmember Cano** to approve payroll report for $ 213,563.61 from September 12021, through September 30, 2021; 2nd by: **Councilmember Ayon**.
Vote: 4/0
Ayes: Cano, Ayon, Pérez, Gonzalez (Mayor)
Nays: None
Absent: None
Abstentions: None

3. Motion was made by: **Councilmember Cano** to approve Regular Meeting Minutes of ***September 30, 2021***; 2nd by: **Councilmember Ayon**.
Vote: 4/0
Ayes: Cano, Ayon, Pérez, Gonzalez (Mayor)
Nays: None
Absent: None
Abstentions: None

PUBLIC HEARINGS

None

DEPARTMENTAL REPORTS

A. Administration- Chief Williams informed Council that Councilmember Vidal Santillano informed him of his resignation on September 29, 2021.

He also introduced new Human Resources Director Marilyn Garza to the Council.
Mrs. Garza told about herself, and council happily welcomed her.

ADMINISTRATIVE AGENDA

4. Discuss, consider, and possible approval of the development and implementation of employee service awards program for city employees.

Council instructed staff to implement policy and guidelines for this program.

5. Discuss, consider, and possible approval of the development and implementation of a Key to the city program.

Council instructed staff to research other city policy and procedures for similar program to be implemented for City of McFarland.

6. Motion was made by: **Councilmember Ayon** to approve the Wastewater Department to place order with Flo-Systems, Inc. of equipment in the amount of $40,590.00 2nd by **Councilmember Cano.**
Vote: 4/0
Ayes: Ayon, Cano, Pérez, Gonzalez (Mayor)
Nays: None
Absent: None
Abstentions: None

7. Motion was made by: **Councilmember Ayon** to approve Wastewater Department to contract Slater Plumbing Inc for the removal, installation, and testing of pumps. Estimated cost for pump replacement, $14,600.00 2nd by: **Mayor Pro-Tem Pérez**.
Vote: 4/0
Ayes: Ayon, Pérez, Cano, Gonzalez (Mayor)
Nays: None
Absent: None
Abstentions: None

8. Motion was made by: **Councilmember Ayon** to approve the elimination of the Animal Control/ Code Enforcement Officer position and the addition of the Lead Animal Control Officer position; 2nd by: **Councilmember Cano**.
Vote: 4/0
Ayes: Ayon, Cano, Pérez, Gonzalez (Mayor)
Nays: None
Absent: None
Abstentions: None

ORAL REPORTS FROM CITY COUNCIL ON COMMITTEES

a. Delano Mosquito Abatement District (DMAD) – Councilmember Cano- Reported upcoming meeting Thursday. He also stated Delano Mosquito Abatement has been spraying the area around the Elmo swamp for mosquitos.

b. Kern Council of Governments (KCOG) – Mayor Gonzalez informed of upcoming meeting next week.

c. McFarland Tri-Agency Partners (MTAP) – None to Report

d. Kern Economic Development Corporation (KEDC) – None to Report

e. Kern County Association of Cities (KCAC) – None to Report

f. Poso Creek IRWMP- Councilmember Ayon- None to Report

Councilmember Ayon asked staff to contact IRWMP to find out why the meetings have been canceled.

COUNCIL STATEMENTS

Councilmember Cano- expressed his gratitude and appreciation for the Lions Club members and the men and women of our community who work hard to make our city great.

Chief Williams/Interim City Manager- thanked Interim City Clerk Drake for her help during City Clerk Alvarado maternity leave.

CLOSED SESSION

1. Public Employment (§ 54957) - Title: Assistant City Manager
   Action: No reportable action.

2. Public Employment (§ 54957) - Title: City Manager
   Action: No reportable action.

ADJOURNMENT

Meeting adjourned at 6:24 p.m.

____

Francisca Alvarado, City Clerk

SPECIAL CITY COUNCIL MINUTES
IN PERSON MEETING
October 20, 2021

MCFARLAND CITY COUNCIL
MCFARLAND SUCCESSOR AGENCY
MCFARLAND PUBLIC FINANCE AUTHORITY
MCFARLAND IMPROVEMENT AUTHORITY
MCFARLAND PARKING AUTHORITY

CALL TO ORDER

Mayor Sally Tafoya called the meeting to order at 6:00 p.m.

ROLL CALL

Council Members Present: Mayor Tafoya, Mayor Pro-Tem Pérez, Councilmember Ayon, Councilmember Cano

Council Members Absent: None

OFFICIALS PRESENT

Chief of Police/Interim City Manager Williams, Interim City Attorney Hodges, City Clerk Alvarado

INVOCATION

Council Member Cano

PLEDGE OF ALLEGIANCE

Mayor Pro-Tem Pérez

PRESENTATIONS AND PROCLAMATIONS

None

PUBLIC COMMENTS

Margie Martinez 212 7th Steet McFarland- Ask Council if they could consider putting trash cans around the schools because she is concerned with the amount of littered face masks in those areas. She stated they pick up around 8 facemasks per day. She also would like to know why the trash cans outside Little Caesars Pizza are no longer there.

Council directed Interim City Manager Williams to get with the City's Public Works Director to discuss and address these issues.

Public comment closed at: 6:04 p.m.

CONSENT AGENDA

None

PUBLIC HEARINGS

None

ADMINISTRATIVE AGENDA

1. Proposed Ordinance (1) Amending and Restating McFarland Municipal Code 2.16.040, 2.16.070, 2.16.080, 2.16.180 concerning City Manager, and (2) Adopting a new 2.28.010, 2.28.020 while renumbering current codes 2.28.010, 2.28.020 and 2.28.030 concerning the Police Department

   a. Open the Public Hearing and receive public testimony;

   Opened at 6:06 p.m.

Margie Martinez 212 7th Steet McFarland- asked who would the Chief of Police report to?

Interim City Attorney responded that the Chief of Police would report to Council.

Closed at 6:08 p.m.

b. **Motion was made by:** Council Member Ayon to waive the reading of the ordinance text in its entirety, read by title only, and introduce for reading, ***Ordinance No. 0007-2021***, "AN ORDINANCE OF THE CITY OF MCFARLAND AMENDING AND RESTATING TITLE 2, CHAPTER 2.16 OF THE MCFARLAND MUNICIPAL CODE TO AMEND AND RESTATE SECTIONS 2.16.040, 2.16.070, 2.16.080 and 2.16.180, AND ADOPTING A NEW TITLE 2, CHAPTER 2.28, SECTION 2.28.010, 2.28.020 AND RENUMBERING CURRENT 2.28.010, 2.28.020 AND 2.28.030, MCFARLAND MUNICIPAL CODE; 2nd by: Council Member Cano.
Vote: 4/0
Ayes: Ayon, Cano, Pérez, Tafoya (Mayor)
Nays: None
Absent: None
Abstentions: None
Full consensus at 6:09 p.m.

c. Direct staff to schedule second reading and adoption of ***Ordinance No. 0007-2021*** for the October 28,2021 Regular City Council meeting.

Council directed staff to place on next Regular Council Meeting for 2nd reading and adoption.

2. **Motion was made by:** Council Member Ayon to approve the job description of Assistant City Manager position; 2nd by: Mayor Pro-Tem Pérez.
Vote: 4/0
Ayes: Ayon, Pérez, Cano, Tafoya (Mayor)
Nays: None
Absent: None
Abstentions: None

3. **Motion was made by:** Council Member Cano to approve job posting for Assistant City Manager position; 2nd by: Council Member Ayon.
Vote: 4/0
Ayes: Cano, Ayon, Pérez, Tafoya (Mayor)
Nays: None
Absent: None
Abstentions: None

COUNCIL STATEMENTS

Councilmember Ayon- Expressed how he believes the Assistant City Manager position will be very beneficial for the city.

Councilmember Cano- Stated that forming the Ad Hoc Committee helped in recognizing the need for the Assistant City Manager Position. He also invited the community to participate in the upcoming Trunk or Treat event the McFarland Police Department will be hosting.

Mayor Pro-Tem Pérez- Stated that she feels good about putting systems in place and thanked the Lions Club for being safe while cleaning the streets.

Mayor Tafoya- Thanked the Lions Club for cleaning the streets and being safe also thanked the Ad Hoc Committee, Interim City Attorney Hodges, and Chief of Police Williams.

ADJOURNMENT

Meeting adjourned at 6:19 p.m.

____

Francisca Alvarado, City Clerk

CITY OF MCFARLAND MEMORANDUM

TO: THE HONORABLE MAYOR, AND MEMBERS OF THE CITY COUNCIL

FROM: NATHAN M. HODGES, CITY ATTORNEY

DATE: 10/28/2021

SUBJECT: ORDINANCE CHANGES RELATED TO CITY MANAGER AND POLICE DEPARTMENT

RECOMMENDATION:

Staff recommends the City Council waive the reading of the ordinance text in its entirety, read by title only, Ordinance No 0007-2021 Amending and Restating McFarland Municipal Code 2.16.040, 2.16.070, 2.16.080, 2.16.180 concerning City Manager, and (2) Adopting a new 2.28.010, 2.28.020 while renumbering current codes 2.28.010, 2.28.020 and 2.28.030 concerning the Police Department.

BACKGROUND:

Council, by way of an ad hoc committee, has begun review of the City's Ordinances. Additionally, Council, by way of an ad hoc committee, has evaluated the City's organizational structure. Based on the work of these committees, it is recommended that a change to the City's Ordinances be made in order to (1) modify the City Manager's compensation, power and duties over employees, appointments, promotions, removals and demotions ad additional duties. Specifically, the ordinance modifications proposed will eliminate the City Manager's authority over the Chief of Police. Additionally, the proposed ordinance will give the City Council the authority to appoint the Chief of Police and will cause the Chief of Police to report directly to the Council. Additionally, the modifications will establish a police department, which the City Ordinances had previously failed to do.

FISCAL IMPACT:

There is a minimal fiscal impact associated with modification of the Ordinances. Other than staff and attorney time, the modifications will have no direct financial impact.

ORDINANCE NO. 0007-2021

AN ORDINANCE OF THE CITY OF MCFARLAND AMENDING AND RESTATING MCFARLAND MUNICIPAL CODE 2.16.040, 2.16.070, 2.16.080, 2.16.180 CONCERNING CITY MANAGER, AND ADOPTING A NEW 2.28.010, 2.28.020 WHILE RENUMBERING CURRENT CODES 2.28.010, 2.28.020 AND 2.28.030 CONCERNING THE POLICE DEPARTMENT

Section 1. Recitals.

WHEREAS, The City of McFarland ("City") desires to amend, clarify and codify its Municipal Code Chapter related to City Manager and Police Department;

WHEREAS, The Ordinance Amendment updates the Municipal Code to codify (1) the City Manager Compensation, Powers and Duties over employees, appointments, promotions, removals, and demotions and additional duties and (2) establishment of the police department and the chief of police;

WHEREAS, Adoption of this Ordinance will provide uniform and comprehensive regulations and standards related to Chapter2.16 and 2.28 of the McFarland Municipal Code.

WHEREAS, Adoption of this Ordinance is in furtherance of the City's goals and objectives while reducing the potentially negative impacts arising from incompatible Municipal Code Chapters.

NOW THEREFORE, THE CITY COUNCIL OF THE CITY OF MCFARLAND DOES ORDAIN AS FOLLOWS:

Section 2. Section 2.16 of the McFarland Municipal Code is hereby amended and restated to read as follows:

2.16.040 Compensation.

A. The city manager shall receive such compensation and expense allowances as the city council shall from time to time determine and fix by resolution or by contract, and said compensation and expenses shall be a proper charge against such funds of the city as the city council shall designate.

B. The city manager shall be reimbursed for all sums necessarily incurred or paid by him in the performance of his duties or incurred when traveling on business pertaining to the city under the direction of the city council; reimbursement shall only be made, however, when a verified, itemized claim, setting forth the sums expended for such business for which reimbursement is requested, has been presented to the city council and approved.

2.16.070 Powers and duties—Authority over employees.

It shall be the duty of the city manager, and he/she shall have the authority to control, order and give directions to all officers and employees of the city other than the city attorney, Chief of Police, or the city treasurer/finance director.

2.16.080 Powers and duties—Appointments, promotions, removals and demotions.

It shall be the duty of the city manager to, and he/she shall appoint, remove, promote and demote any and all officers and employees of the city, except the city attorney, the Chief of Police, and the city treasurer/finance director, subject to the rules and regulations of the city personnel ordinance, insofar as the personnel ordinance does not conflict with the ordinance codified in this chapter, it being the intent and purpose of the city council that in case of any conflict between the ordinance codified in this chapter and the city personnel ordinance and rules and regulations thereunder, that the ordinance codified in this chapter shall prevail.

2.16.180 - Additional duties.

It shall be the duty of the city manager to perform such other duties and exercise such other powers as may be delegated to him/her from time to time by ordinance or resolution or other action of the city council. The city manager may hold any other office or position in the city other than an elective office: during the time he/she holds such other office or position he/she shall receive as compensation only the compensation payable under the provisions of this chapter or as set by resolution or contract.

Section 3. Section 2.28 of the McFarland Municipal Code is hereby adopted, amended and restated to read as follows:

2.28.010 - Established.

There is established a police department of the city consisting of a chief of police, a police force and such other officers, clerks and employees as the city council may, from time to time, prescribe.

2.28.020 - Chief of Police.

(a) The Chief of Police shall be appointed by the City Council.

(b) The Chief of Police shall be in control of the operation of the Police Department, subject to the supervision of the City Council, and shall direct the Department so it fulfills the duties delegated to it by law as follows:

(1) Under the administrative direction of the City Council, to plan, organize and direct the activities of the Police Department in law enforcement and crime prevention; and

(2) To do related work as required.

(c) The Police Department shall adhere to standards for recruitment and training established by the California Commission on Police Officer Standards and Training (POST). The POST Commission and its representatives may make such inquiries as they may deem appropriate from time to time to ascertain whether the POST standards are being adhered to.

2.28.010 – Qualification for state aid

Renumbered as 2.28.030

2.28.020 – Recruitment and training standards

Renumbered as 2.28.040

2.28.030 – Training of public safety dispatchers

Renumbered as 2.28.050

Section 4. The Amended Chapter 2.16 of the McFarland Municipal Code is set forth in Exhibit "A" to this Ordinance and incorporated herein by reference.

Section 5. The Amended Chapter 2.28 of the McFarland Municipal Code is set forth in Exhibit "B" to this Ordinance and incorporated herein by reference.

Section 6. **NOTICE.** The City clerk shall certify to the passage and adoption of this Ordinance and shall cause this Ordinance to be posted within 15 days after its passage, in accordance with Section 36933 of the Government Code.

Section 7. **Severability**. If any section, subsection, sentence, clause, phrase, or word of this Ordinance is, for any reason, deemed or held to be invalid or unconstitutional by the decision of any court of competent jurisdiction, or preempted by legislative enactment, such decision or legislation shall not affect the validity of the remaining portions of this Ordinance. The City Council of the City of McFarland hereby declares that it would have adopted this Ordinance and each section, subsection, sentence, clause, phrase, or word thereof, regardless of the fact that any one or more sections, subsections, clauses, phrases, or word might subsequently be declared invalid or unconstitutional or preempted by subsequent legislation.

__Section 8.__ **__Effective Date__**. This Ordinance shall take effect thirty days after its adoption pursuant to California Government Code section 36937.

__Section 9.__ **__Certification; Publication.__** The City Clerk shall certify to the passage and adoption of this Ordinance and shall cause the same to be published or posted according to law.

INTRODUCED, PASSED AND ADOPTED at a regular meeting of the City Council of the City of McFarland, California on the 28th day of October 2021, by the following vote:

	Aye	Nae	Abstain	Absent
Sally Tafoya				
Maria T. Perez				
Saul Ayon				
Ricardo Cano				

____
Sally Tafoya, Mayor

I hereby certify that the foregoing Ordinance was duly and regularly adopted by the City Council of the City of McFarland by a regular meeting thereof held on ___________, 2021.

ATTEST:

____
Francisca Alvarado, City Clerk

APPROVED AS TO FORM:

____
Nathan M. Hodges, City Attorney

<u>EXHIBIT A</u>
CHAPTER 2.16 CITY MANAGER

2.16.010 - Office created.
The office of city manager of the city is created and established. The city manager shall be appointed by the city council wholly on the basis of his administrative and executive ability and qualifications and shall hold office for and during the pleasure of the city council. This office shall not be subject to, or have the benefits given by, the city personnel ordinance or rules or regulations thereunto applicable.

(Ord. 73 §1, 1963)

2.16.020 - Appointment of administrator pro tempore.
The city manager shall appoint, subject to the approval of the city council, one of the other officers or employees of the city to serve as administrator pro tempore during any temporary absence or disability of the city manager. In case of the absence or disability of the city manager and his failure to appoint an administrator pro tempore, the city council may designate some qualified city employee to perform the duties of the city manager during the period of disability of the city manager, subject, however, to said person furnishing a corporate surety bond conditioned upon faithful performance of the duties required to be performed as set forth in this chapter.

(Ord. 73 §4, 1963)

2.16.030 - Bond.
The city manager shall furnish a corporate surety bond to be approved by the city council in such sum as may be determined by the city council, and shall be conditioned upon the faithful performance of the duties imposed upon the city manager as prescribed in this chapter. Any premium for such bond shall be a proper charge against the city.

(Ord. 73 §5, 1963)

2.16.40 Compensation.
A. The city manager shall receive such compensation and expense allowances as the city council shall from time to time determine and fix by resolution or by contract, and said compensation and expenses shall be a proper charge against such funds of the city as the city council shall designate.

B. The city manager shall be reimbursed for all sums necessarily incurred or paid by him in the performance of his duties or incurred when traveling on business pertaining to the city under the direction of the city council; reimbursement shall only be made, however, when a verified, itemized claim, setting forth the sums expended for such business for which reimbursement is requested, has been presented to the city council and approved.

2.16.050 - Powers and duties-Generally.
The city manager shall be the administrative head of the government of the city under the direction and control of the city council, except as otherwise provided in this chapter. He shall be responsible for the efficient administration of all the affairs of the city which are under his control. In addition to his general powers as administrative head, and not as a limitation thereon, it shall be his duty and he shall have the powers set forth in the following sections.

(Ord. 73 §7, 1963)

2.16.060 - Powers and duties—Law enforcement.
It shall be the duty of the city manager to enforce all laws and ordinances of the city and to see that all franchises, contracts, permits and privileges granted by the city council are faithfully performed.
(Ord. 73 §8, 1963)

2.16.070 - Powers and duties—Authority over employees.
It shall be the duty of the city manager, and he/**she** shall have the authority to control, order and give directions to all officers and employees of the city other than the city attorney, Chief of Police, or the city treasurer/finance director.
(Ord. 73 §9, 1963)

2.16.080 - Powers and duties—Appointments, promotions, removals and demotions.
It shall be the duty of the city manager to, and he/**she** shall appoint, remove, promote and demote any and all officers and employees of the city, except the city attorney, the Chief of Police, and the city treasurer/finance director, subject to the rules and regulations of the city personnel ordinance, insofar as the personnel ordinance does not conflict with the ordinance codified in this chapter, it being the intent and purpose of the city council that in case of any conflict between the ordinance codified in this chapter and the city personnel ordinance and rules and regulations thereunder, that the ordinance codified in this chapter shall prevail.

2.16.090 - Powers and duties-Administrative reorganiza tion of offices.
It shall be the duty and responsibility of the city manager to recommend to the city council such reorganization of offices, positions, departments or units under his direction as may be indicated in the interest of efficient, effective and economical conduct of the city's business.
(Ord. 73 §11, 1963)

2.16.100 - Powers and duties-Attendance at council meetings.
It shall be the duty of the city manager to attend all meetings of the city council unless excused therefrom, except when his removal is under consideration.
(Ord. 73 §12, 1963)

2.16.110 - Powers and duties-Financial reports.
It shall be the duty of the city manager to keep the city council at all times fully advised as to the financial conditions and needs of the city.
(Ord. 73 §13, 1963)

2.16.120 - Powers and duties-Budget preparation.
It shall be the duty of the city manager to prepare and submit the proposed annual budget and the proposed annual salary plan to the city council for its approval.
(Ord. 73 §14, 1963)

2.16.130 - Powers and duties-Purchasing officer.
It shall be the duty of the city manager to act as city purchasing officer.
(Ord. 73 §15, 1963)

2.16.140 - Powers and duties-Investigations.
It shall be the duty of the city manager to make investigations into the affairs of the city and any department or division thereof and contract for the proper performance of any obligations of the city.

(Ord. 73 §16, 1963)

2.16.150 - Powers and duties-Franchises and permits.
It shall be the duty of the city manager to see that all franchises and permits granted by the city are faithfully performed and observed.

(Ord. 73 §17, 1963)

2.16.160 - Powers and duties-Public buildings.
It shall be the duty of the city manager and he shall exercise general supervision over all public buildings, public parks and all other public property which are under the control and jurisdiction of the city council.

(Ord. 73 §18, 1963)

2.16.170 - Powers and duties-Hours of employment.
It shall be the duty of the city manager to devote his entire time to the duties of his office in the interests of the city.

(Ord. 73 §19, 1963)

2.16.180 - Additional duties.
It shall be the duty of the city manager to perform such other duties and exercise such other powers as may be delegated to him/her from time to time by ordinance or resolution or other action of the city council. The city manager may hold any other office or position in the city other than an elective office: during the time he/she holds such other office or position he/she shall receive as compensation only the compensation payable under the provisions of this chapter or as set by resolution or contract.

2.16.190 - Internal relations-Council/administrator relations.
The city council and its members shall deal with the administrative services of the city only through the city manager, except for the purpose of inquiry, and neither the city council nor any member thereof shall give orders to any subordinate of the city manager. The city manager shall take his orders and instructions from the city council only when sitting in a duly held meeting of the city council and no individual councilman shall give any orders or instructions to the city manager.

(Ord. 73 §21, 1963)

2.16.200 - Internal relations-Departmental cooperation.
It shall be the duty of all officers and employees of the city to assist the city manager in administering the affairs of the city efficiently, economically and harmoniously so far as may be consistent with their duties as prescribed by law and ordinances of the city.

(Ord. 73 §22, 1963)

2.16.210 - Internal relations-Attendance at commission meetings.
The city manager may attend any and all meetings of the planning commission, or any other commission, board or committee hereafter created by the city council or which presently exist, upon his own volition or upon direction of the city council. At such meetings which the city manager attends, he shall be heard by such commissions, boards or committees as to all matters upon which he wishes to address the members thereof, and he shall inform the members as to the status of any matter being considered by the city council, and he shall cooperate to the fullest extent with the members of all commissions, boards or committees appointed by the city council.

(Ord. 73 §23, 1963)

2.16.220 - Removal.
The removal of the city manager shall be only upon a three-member vote of the whole city council, in regular council meeting, subject, however, to the provisions of the next succeeding sections of this chapter. In case of his intended removal by the city council, the city manager shall be furnished with a written notice stating the council's intention to remove him, and the reason therefor, at least ten days before the effective date of his removal.

(Ord. 73 §24, 1963)

2.16.230 - Removal-Hearing.
Within three days after the delivery to the city manager of the written notice described in Section 2.16.220, he may by written notification to the mayor, request a hearing before the city council. Thereafter, the city council shall fix a time for hearing which shall be held at the usual meeting place before the effective date of his removal, at which hearing the city manager may appear and be heard, with or without counsel.

(Ord. 73 §25, 1963)
(Ord. No. 002-2010, § 1, 2-11-10)

2.16.240 - Removal—Suspension pending hearing.
After furnishing the city manager with written notice of intended removal, the city council may suspend him from duty, but his compensation shall continue until his removal by resolution of the council passed subsequent to the aforesaid hearing, or in case no hearing is requested then on the effective date of the removal.

(Ord. 73 §26, 1963)
(Ord. No. 002-2010, § 1, 2-11-10)

2.16.250 - Removal—Council discretion.
In removing the city manager, the city council shall use its uncontrolled discretion and its action shall be final and shall not depend upon any particular showing or degree of proof at the hearing, the purpose of which is to allow the city manager to present to the city council his grounds of opposition to his removal prior to its action.

(Ord. 73 §27, 1963)
(Ord. No. 002-2010, § 1, 2-11-10)

2.16.260 - Removal—Limitation on removal.
Notwithstanding the provisions of this chapter, the city manager shall not be removed from office during or within a period of ninety days next succeeding any general municipal election held in the city at which election a member of the city council is elected; the purpose of this provision is to allow any newly elected member of the city council or a reorganized city council to observe the actions and ability of the city manager in the performance of the powers and duties of his office. After the expiration of the ninety-day period aforementioned, the provisions of this chapter as to the removal of the city manager shall apply and be effective.

(Ord. 73 §29, 1963)

(Ord. No. 002-2010, § 1, 2-11-10)

EXHIBIT “B”
CHAPTER 2.28 POLICE DEPARTMENT

2.28.010 - Established.
There is established a police department of the city consisting of a chief of police, a police force and such other officers, clerks and employees as the city council may, from time to time, prescribe.

2.28.020 - Chief of Police.
(a) The Chief of Police shall be appointed by the City Council.
(b) The Chief of Police shall be in control of the operation of the Police Department, subject to the supervision of the City Council, and shall direct the Department so it fulfills the duties delegated to it by law as follows:
(1) Under the administrative direction of the City Council, to plan, organize and direct the activities of the Police Department in law enforcement and crime prevention; and
(2) To do related work as required.
(c) The Police Department shall adhere to standards for recruitment and training established by the California Commission on Police Officer Standards and Training (POST). The POST Commission and its representatives may make such inquiries as they may deem appropriate from time to time to ascertain whether the POST standards are being adhered to.

2.28.030 - Qualification for state aid.
The city declares that it desires to qualify to receive aid from the state under the provisions of Chapter 1 of Title 4, Part 4, of the California Penal Code.
(Ord. 63 §1, 1961)

2.28.040 - Recruitment and training standards.
Pursuant to Sections 13510(c) and 13525 of said Chapter 1, the McFarland police department will adhere to the standards for recruitment and training established by the commission of peace officer standards and training.
(Ord. 63 §2, 1961)
(Ord. No. 003-2010, § 1, 4-8-10)

2.28.050 - Training of public safety dispatchers.
The commission on peace officer standards and training and its representatives may make such inquiries as deemed necessary to ascertain that the public safety dispatcher personnel of the McFarland police department adhere to the standards for recruitment and training established by the commission.
(Ord. No. 003-2010, § 1, 4-8-10)

MEMORANDUM
CITY OF MCFARLAND

TO: Mayor and City Council

FROM: Kenny Williams, Chief of Police/City Manager

DATE: October 25, 2021

SUBJECT: Approval to contract for outsource of billing for the city.

RECOMMENDATION:

Staff recommends the City Council approve contracting for outsourcing the duties of billing for the various city utilities. Outsourcing these duties will provide a savings to the city in the form of material and staff time in the preparation and mailing of all the city bills.

The billing company's the city has contacted provide a full billing service that incorporates the procurement of supplies for billing as well as all the various processes involved in preparing and submitting the bills to the post office for mailing. This solution will help streamline the finance department by allowing city staff to refocus their efforts towards higher priority items such as Accounts Payable, Accounts Receivable and Payroll.

BACKGROUND:

Monthly the City, has consistently mailed out bills for city utility services to the residence of McFarland. As the city has grown the quantity of bills being mailed to the residence has grown as well. These bills currently number approximately 4200 mailings per month. Because, our finance department generates the accounts payable billing, they are also involved in the cumbersome process of procuring billing materials, printing, labeling, folding, stuffing, sealing, stamping, and then delivering the bills to the post office.

Procuring the materials requires a city employee to assure the city has the proper quantity of materials on hand for each billing cycle. This requires 4200 envelopes, 4200 sheets of paper and 4200 approved electronic US Stamps. The total annual cost for these materials is approximately $30,000, this does not include the printing cartridges or the wear and tear on the equipment used to prepare these items.

Once the procurement of materials is completed the city then turns its efforts towards processing the bills for mailing. This process takes four full-time staff members almost a full day to print, label, fold, stuff, seal, stamp, and transport the bills to the post office. The total labor cost for this process is approximately $7200 per month.

Because these functions are cumbersome the city has made efforts to become more efficient by purchasing equipment to speed up the process. This equipment includes, an envelope sealing machine, an envelope stuffing machine, an electronic stamp machine and the use of the office copier. The current sealing machine is extremely slow and only allows for a few hundred envelopes to be sealed per hour. This forces staff to manually seal hundreds of the envelopes. If we continue with the billing process a more efficient sealing machine needs to be purchased. Fortunately, the purchase of a new envelope stuffing machine includes an option to seal the envelopes which would preclude the city from having to purchase a separate machine. The cost for the machine is listed in the stuffing machine section below.

The city also owns a small envelope stuffing machine. Unfortunately, the envelope stuffing machine is inoperable and unrepairable. An estimate to purchase a new stuffing machine with the capability of handling the volume of bills managed by the city is approximately $11,395. As mentioned above this machine has the capability to seal the envelopes as well.

The billing company's also offer electronic billing processes which includes a full-service platform where residents can subscribe, unsubscribe to ebills, set up auto payments, and view bills or receipts. Payments can be done online via credit, debt or the current city's electronic billing system. In addition, these companies could coordinate the cities effort to add convince to residents by allowing them to pay their city bills at a local market. This would make it more convenient to residents and would also decrease the workload of city staff by decreasing the number of residents paying their bills at city hall.

The benefits of outsourcing the billing process will include:

- The elimination of the billing functions from the City, allowing staff to refocus their time and effort on more pressing issues.
- Setting up another electronic payment process that allows the integration of payment through local markets and other electronic means.
- Decreasing the amount of bills paid at city hall further freeing up city staff to handle other job duties.
- The elimination of billing equipment decreasing the costs of maintenance and eliminating the space needed for such equipment.

Outsourcing billing will decrease staff time associated with this function and make the finance department more efficient and affective. This will greatly increase the City's ability to meet the mandates of the finance department such as accounts payable, accounts receivable and payroll.

PROBLEMS:

Contracting with a billing company will have an impact on the annual budget in the amount of approximately $31,000. This cost includes all functions of the billing process excluding the maintenance and upkeep of the customer database.

SOLUTIONS:

Although the annual cost for the outsourcing of billing is expensive, the costs will be offset by the increase in efficiency and the elimination of procuring billing material. In addition, the costs associated with the purchase of new equipment and the upkeep of such equipment will be eliminated. Eliminating the need to purchase new equipment will save the city approximately $11, 390.

Currently the cost of procuring the materials for billing and the labor for billing equites to approximately $36,000. Contracting with a billing company will eliminate the need for procuring the material and the labor associated with billing, therefore the annual costs for outsourcing is equal to the amount of the proposed contract.

FISCAL IMPACT:

The proposed process would have an overall decrease on the budget as the proposed costs are less than the current costs. Staff recognizes that any increase in contract services fees or any upgrade in the contract services could add costs to the contract at which time the city would then incorporate those costs into any future budget proposal.

ATTACHMENT:

The city currently has one estimate for outsourcing and is waiting on two other estimates. Staff is recommending approval to outsource billing with a billing service that fits the best needs of the city while considering the lowest bid. Staff has included the estimate from Best Digital Solutions for your review.

best
Digital Solutions

21 Gallantry Ct
Irmo SC 29063
(803) 318-8689

Date: Tuesday, September 14, 2021

To: Fernando Lara
From: Nash Patel

Re: City of McFarland

Thank you for the opportunity to quote on this order. The pricing below is based on running once a month for total of 4,200 invoices and delinquents per month.

	Quantity	Price Ea.	Total
Set Up Fee - One time	1	$150.00	150.00
Address Cleanse (CASS, LACS, DPV), IMB, Zip code Sort and Prepare Postal Paperwork	4,200	$0.0175	73.50
Print 4/1 on 8 1/2 x 11 Full color front and screened black back	4,200	$0.0607	254.94
24# white bond with single horizontal perf.	4,200	$0.0125	52.50
Using BDS double window #10 envelope	4,200	$0.0215	90.30
Fold and Insert into #10 envelope	4,200	$0.0250	105.00
Total cost not including set up fee	4,200	$0.1372	576.24
Total with postage. Assuming $ .495 each	4,200	$0.6322	2,655.24
Options			
Combine on perfect name and address	4,200	$0.0080	33.60
Single window # 9	4,200	$0.0180	75.60
IMB tracking set up	1	$75.0000	75.00
IMB tracking	4,200	$0.0030	12.60

Minimum run charge of $50.00

Postage will need to be paid in advance and will be billed at actual costs which should run approximately $.461-$.495 each.

The above set up fee does not include forms design, graphic design, nor does it include changes to data files. If data files require changes, merging applications, or merging files, programming hours will be billed at a rate of $125.00 per hour. Forms creation or changes to forms or graphics will be billed at a rate of $50.00 per hour.

If quantity or specifications change, Best Digital Solutions reserves the right to adjust pricing. All quotes are valid for 90 days unless stated otherwise. Pricing for processing will be valid for one year from the start of the job but BDS reserves the right to increase paper, forms, or envelopes as our prices increase.

Form stock supplied must be of sufficient quality so that sheets are flat, uniform in size, printed with heat resistant ink, and pre-printed images must be placed uniformly on form. BDS must be able to load a full bin of 2,500 sheets (20#) to maximize printer speeds Inserts must be 24# bond or similar for non-folded single sheets. Any variations to the above will result in additional fees.

If an error is made by BDS when printing on customer supplied stock, we will only be responsible for reprinting the job. BDS will not be responsible for replacing stock or any other charges as a result of an error.

Master Service Agreement

This Master Services Agreement ("Master Agreement") is entered into as of the Effective Date below by and between the Client ("Client") identified above and Best Digital Solutions, LLC, a South Carolina LLC. ("BDS"). Client and BDS shall hereinafter be individually referred to as "Party" and collectively referred to herein as "Parties".

WHEREAS BDS is in the business of software platform; Services including access to credit card, debit card, check, E-Check, Bank Bill Pay, ACH/EFT, IVR, and other electronic payment processing methods, and other services including but not limited to providing comprehensive document design, composition, printing and mailing services as well as electronic bill presentment, hosting, and payments for the Client. We host the bills on our servers and database with its own business rules and service selections activated, and there is no installation or apps to maintain-both staff users and customers access our platform with a web browser and internet connection.

WHEREAS BDS desires to provide portion of services (printing and mailing) through our strategic partners in the industry.

WHEREAS BDS desires to provide and the client desires to receive certain services under the terms and conditions set forth in this agreement. BDS provides electronic bill presentment and payment services to utilities, municipalities, county government and other businesses.

Now, THEREFORE, in with the terms and conditions contained herein and agreed upon by both parties and intending to be legally bound and agree upon as follows. This agreement consists of this signature page and the attachments with schedules as follows:

Schedule A: BDS Services and Fees Schedule

This agreement sets forth the entire understanding and agreement of the parties, and supersedes any and all prior or contemporaneous oral or written agreements or understandings between the parties, as to the subject matter of this agreement.

IN WITNESS WHEREOF, the parties have executed the Master Service Agreement by their duly authorized representatives as of the date set forth below.

Client:	BDS:
By: ______________________	By: ______________________
Name: ______________________	Name: ______________________
Title: ______________________	Title: ______________________
Date: ______________________	Date: ______________________

General Terms and Conditions

1. **Definitions:**

For the purposes of this agreement, the following terms and words shall have the meaning ascribed to them, unless the context clearly indicates otherwise.

1.1 **"Confidential Information"**: The term "Confidential Information" as used in this Agreement shall mean as against each Party to this Agreement all information of a confidential nature relating to the other Party disclosed during the term of this Agreement. Such information shall mean and include, without limitation, non-public information, trade secrets, technical/process/scientific information, know-how, intellectual property related information, designs, drawings, equipment and engineering details, commercial and financial information, business plans, forecasts, marketing plans, business processes, software, algorithms, formulae, information relating to employees, business and contractual relationships, and any other information including above mentioned information relating to its affiliates and associates. The confidential information shall also include all copies, summaries, records, descriptions of the Confidential Information, including any and all discoveries, results, deductions, reports, papers, documents comprising or incorporating, in whole or in part, the Confidential Information and/or information derived from Confidential Information.

1.2 **"Agreement"** or **"Contract"** shall refer to this agreement, as amended from time to time, which shall constitute an authorization for the term of this contract for BDS to be the exclusive provider of services, stated herein, to the Client

1.3 "**User**" shall mean the users of the Client's services

1.4 "**Effective Date**" shall be the last date upon which the parties signed this Agreement. The Agreement will not be effective against any party until the said date

1.5 "**The Disclosing Party**" shall mean the Party disclosing any item of Confidential Information (or, where appropriate, the Party about whom such Confidential Information relates to). Here the Disclosing party is "Customer"

1.6 **"The Recipient"** shall mean in relation to any item of Confidential Information the Party, which receives such information pursuant to this Agreement, or otherwise obtains such information. Here the recipient is "Vendor"

1.7 "**Intellectual Property Rights"** means and includes, without limitation, any patents, copyrights, trademarks, trade secrets, service marks, database right, design right, moral right or any other property rights (in each case, whether registered or not and including applications for registration, if any) that grant similar rights as the foregoing, anywhere in the world.

1.8 "**Customer Intellectual Property"** means any Proprietary Information created, conceived, developed, improved upon or contributed to by Vendor during the contract.

1.9 "**Proprietary Information"** means and includes, but is not limited to, Customer Intellectual Property information about software programs, designs, source code, object code, algorithms, trade secrets, formulae, designs, know-how, domain names, processes, applications, data, ideas, techniques, documents, notes, presentations, works of authorship, business plans, customer lists, user information, vendor data, customer data, operational data, terms of compensation and performance levels of employees, and other information concerning the actual or anticipated business, research or development, prices and pricing structures, marketing and sales information, competitive analysis, and any information and materials relating thereto, or which is received in confidence by or for Customer's or its Affiliates from any other person, whether or not it is in written or permanent form.

1.10 "**Services**" shall include the performance of the Services outlined in section 3 of this Agreement

1.11 "**BDS Authorized Processor**" shall mean a BDS authorized merchant account provider and payment processing gateway

1.12 "**BillTrax®**" is the name of the software platform BDS has developed.

2. Term And Termination

The term of this Agreement shall commence on the effective date of this Agreement and shall continue for a period of 6 (six) months ("Initial Term") from Launch Date. Services under this agreement shall begin within 30 days of the Bank Bill Pay and Merchant account set up. At the end of the Initial Term, this Agreement will automatically renew for successive three (3) year periods unless either Client or BDS provide the other party with not less than 6 (six) months prior written notice before such automatic renewal date that such party elects not to automatically renew the terms of this Agreement.

2.1 Material Breach

A material breach of this Agreement shall be cured within 90 (ninety) days ("Cure Period") after a party notifies the other of such breach. In the event, such material breach has not been cured within the Cure period, the non-breaching party can terminate this Agreement by providing the other party with a 30 (thirty) days' notice.

2.2 Upon Termination

Upon termination of this Agreement, the parties agree to cooperate with one another to ensure that all payments are accounted for and all refundable transactions have been completed. Upon termination, BDS shall cease all Services being provided hereunder unless otherwise directed by the Client in writing.

3. Description of Services to be performed

3.1 Scope of Services – Print & Mail of Utility and Past Due Bills

- BDS shall provide printing and mailing services to City of McFarland for their utility and the past due utility bills.
- BDS will provide a turnkey solution – City of McFarland will provide the monthly billing file; BDS will process, print, stuff, and take the mail to the post office.
- Quantity – Approximately 3500 utility bills and 900 past due bills per month.
- City may ask BDS to include inserts from time to time at additional costs on as

needed basis.

- BDS will process, print and mail the bills within 48 hours from the time the bills are approved by the City appointed staff who may chose to review the bills.
- If the City choses to review bills prior to BDS printing and mailing; BDS will provide either an SFTP or proofing portal for the City's designated staff to login and either download or view and approve the bills.
- BDS requires the postage to be paid in advance.
- BDS will provide processing and mailing emails as and when the jobs are printed and mailed.
- BDS will invoice the customer for the work performed at the end of each task performed. The terms of payment for the work performed is 30 days net.

We are implementing the services in phases as listed below:

Phase 1: BDS will provide print and mail services to City of McFarland.

Phase 2: BDS will help City of McFarland with an ability to register for an e-bill through BillTrax®.

Phase 3: BillTrax® will implement all services outlined below.

- Utility Bills will be hosted on BillTrax.
- Full-Service platform where citizens can subscribe or un-subscribe e-bills, set up auto payments, registered or non-registered users can view and pay bills, view receipts.
- BillTrax® will start processing credit, debit, ACH payments through the city's existing payment processing vendor, Intellipay. Payment files will be sent nightly of all payments processed by BillTrax®.

5 Indepndent Contractor

Client and BDS agree and understand that BDS is an independent contractor to the Client, and this business arrangement is not a partnership.

6 **Governing Laws**

This Agreement shall be governed by the laws of the state of South Carolina, and jurisdiction shall be in the General Court of Justice for the State of South Carolina in the County of Richland.

7 **Communications**

8.1 Authorized Representative

Each party shall designate an individual to act as a representative for the respective party, with the authority to transmit instructions and receive information. The parties may from time to time designate or change the individuals.

8.2 **Notices**

All notices of any type hereunder shall be in writing and shall be given by Certified Mail or a national courier or by hand delivery to an individual authorized to receive mail for the below listed individuals, all to the following individuals at the following locations:

To Client:
Fernando Lara
City of McFarland, CA

To: BDS
Nash Patel, President
21 Gallantry Ct
Irmo SC 29063
(803) 318-8689

8.3 **Amendment of Agreement**
Modifications or changes in this agreement must be in writing and executed by the parties bound to this agreement. Prices of paper, envelopes and other material are revised by the various vendors that supply us the material required to fulfil our orders. If prices are revised upwards and deemed necessary to fulfil our commitments outlined in this agreement, a price increase will be provided in writing 30 days in advance prior to implementing the increase.

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8.4 **Severability**
If a word, sentence or paragraph herein shall be declared illegal, unenforceable, or unconstitutional, the said word, sentence or paragraph shall be severed from this agreement, and this Agreement shall be read as if said word, sentence or paragraph did not exist.

8.5 **Attorney's Fees**
Should any litigation arise concerning this Agreement between the parties hereto, the parties agree to hear their own costs and attorney's fees.

8.6 **Confidentiality**
In consideration of the Disclosing Party agrees to disclose Confidential Information to the Recipient, the Recipient shall (and will procure that all persons associated with it, whether as directors, employees, consultants, representatives, advisors or otherwise):
Keep all Confidential Information strictly confidential.

Use such Confidential Information only for the purpose for which it was disclosed and shall not use or exploit (commercially or for any other purpose) such Confidential Information for its own benefit or for the benefit of another without the prior written consent of the Disclosing Party;

Not duplicate in any manner any Confidential Information furnished in tangible form except for the purposes of this Agreement without the prior written consent of the Disclosing Party;

Restrict access to any Confidential Information to such of its employees, consultants, representatives, advisors and agents who need to know such information for the purposes of approving, evaluating or otherwise participating in the partnership and ensure that such employees, consultants, representatives, advisors and agents are fully aware of and agree to be bound by the terms of this Agreement in writing, prior to disclosure of such information to them.

Save as permitted by above clause, not disclose any Confidential Information to any third party without the prior written consent of the Disclosing Party and in the event that such disclosure is permitted the Recipient will procure that such third party is fully aware of and agrees to be bound in writing by the terms of this Agreement.

Be obligated to keep confidential the Confidential Information during the Survival Period; and

Be responsible for any breach of any of the undertakings contained in this Agreement, by any of its directors, employees, consultants, advisers, agents and representatives.

Each party will: (a) Protect the other party's Confidential information with the same standard of care it uses to protect its own Confidential information; and (b) not disclose the confidential information, except to affiliated, employees, and agents who need to know it and who have agreed in writing to keep it confidential. Each party (and any affiliates, employees and agents to whom it has disclosed confidential information) may use confidential information only to exercise rights and fulfill its obligations under this agreement, while using reasonable care to protect it. Each party is responsible for any actions of its affiliates, employees and agents in violation of this section.

Confidential information does not include information that (a) the recipient of the Confidential information already knew (b) Already is a public knowledge (c) becomes public through no fault of the recipient; (d) was independently developed by the recipient; or (e) was rightfully given to the recipient by another party.

In the event the Recipient is required to disclose Confidential Information to any third party to comply with applicable laws or court orders, decrees or proceedings or governmental or regulatory rules and regulations or for arbitration purposes, Recipient shall at all times give prior written notice of such disclosure to the Disclosing Party and shall not oppose any action by the Disclosing Party to obtain a protective order or other appropriate remedy or relief for such Confidential Information.

In the event such protective order or other remedy is not obtained within forty eight (48) hours from receipt of written notice from the Recipient, then the Recipient will furnish only such portion of the Confidential Information that Recipient is advised, by its legal counsel in written form, as may be legally required and shall take all reasonable and lawful actions to avoid and / or minimize the extent of such disclosure and shall also take all reasonable and lawful steps to avoid and / or minimize the risk of any Confidential Information being subsequently disclosed further.

In the event of a data breach or unauthorized access of Client's data, BDS will promptly notify Customer of the breach, including details of its nature, the data compromised, mitigation efforts, and corrective actions to be taken by BDS.

8.7 **Intellectual Property**

In order that the Client may promote the Services and BDS' role in providing the Services, BDS grants to Client a revocable, non-exclusive, royalty-free, license to use BDS' logo and other service marks ("the BDS marks") for such purpose only. Client does not have any right, title, license or interest, express or implied in and to any object code, software, hardware, trademarks, service marks, trade name, formula, system, know-how, telephone number, telephone line, domain name, URL, copyright image, text, script (including, without limitation, any script used by BDS on the website) or other intellectual property right of BDS ("BDS Intellectual Property"). All BDS Marks, BDS Intellectual Property, and the System and all rights therein (other than rights expressly granted herein) and goodwill pertain thereto belong exclusively to BDS.

8.8 **Force Majeure**
BDS will be excused from performing the Services as contemplated by this Agreement to the extent its performance is delayed, impaired or rendered impossible by acts of God or other events that are beyond BDS' reasonable control and without its fault or judgment, including without limitation, natural disasters, war, terrorist acts, riots, acts of governmental entity (in a sovereign or contractual capacity), fire, storms, quarantine restrictions, floods, explosions, labor strikes, labor walk-outs, extra-ordinary losses utilities (including telecommunications services), external computer "hacker" attacks, and/or delays of common carrier.

9 **Indemnification**
8.1 BDS Indemnification and Hold Harmless
BDS agrees to the fullest extent permitted by law, to indemnify and hold harmless the Client and its governing officials, agents, employees, and attorneys (collectively, the "Client Indemnities") from and against all liabilities, demands, losses, damages, costs or expenses (including reasonable attorney's fees and costs), incurred by any Client Indemnitee as a result or arising out of (i) the willful misconduct or negligence of BDS in performing the Services or (ii) a material breach by BDS of its covenants.

9.2 **Client Indemnification and Hold Harmless**
Client agrees to the fullest extent permitted by law, to indemnity and hold harmless BDS, its affiliates, officers, directors, stockholders, agents, employees, and representatives, (collectively, the "BDS Indemnitees") from and against all liabilities, demands, losses, damages, costs or expenses (including without limitation reasonable attorney's fees and expenses) incurred by any BDS Indemnitee as a result or arising out of (i) the willful misconduct or negligence of Client related to the Services or (ii) a material breach of Client's covenants.

9.3 **Warranty Disclaimer**
Except as expressly set forth in this Agreement, BDS disclaims all other representations or warranties, express or implied, made to the Client or any other person, including without limitation, any warranties regarding quality, suitability, merchantability, fitness, for a particular purpose or otherwise of any services or any goods provided incidental to the Services provided under this Agreement.

9.4 **Limitation of Liability**
Notwithstanding the foregoing, the parties agree that neither party shall be liable to the other for any lost profits, lost savings or other special, indirect or consequential damages, even if the party has been advised of or could have foreseen the possibility of such damages. BDS' total liability for damages for any and all actions associated with this Agreement or the Services shall in no event exceed the specific dollar amount of the BDS Service Fee paid to BDS for the particular payment transaction which is the subject matter of the claim of damage.

Best Digital Solutions, LLC
Schedule A - BDS Service Fee Schedule
For City of McFarland CA
Utility Bills, Past Due Bills

BillTrax® Solutions Components

Phase 1
- Custom designed utility and past due bill for printing and mailing.

Phase 2
- E-Bill registration and suppression from prining and mailing

Phase 3
- Full-Service E-Billing BillTrax® platform. Details of Features to be sorted out later.