

**TAFT CITY COUNCIL/SUCCESSOR AGENCY
JOINT REGULAR MEETING AGENDA
TUESDAY, OCTOBER 1, 2013
CITY HALL COUNCIL CHAMBERS
209 E. KERN ST., TAFT, CA 93268**

AS A COURTESY TO ALL - PLEASE TURN OFF CELL PHONES

Any writings or documents provided to a majority of the City Council regarding any item on this agenda are made available for public inspection in the lobby at Taft City Hall, 209 E. Kern Street, Taft, CA during normal business hours (SB 343).

REGULAR MEETING

6:00 P.M.

Pledge of Allegiance

Invocation

Roll Call: Mayor Linder
Mayor Pro Tem Krier
Councilmember Miller
Councilmember Noerr
Councilmember Waldrop

- 1. PROCLAMATIONS**
 - A. RIDESHARE WEEK**
 - B. RESPONSIBLE DOG OWNERSHIP DAY**

- 2. CITIZEN REQUESTS/PUBLIC COMMENTS**

THIS IS THE TIME AND PLACE FOR THE GENERAL PUBLIC TO ADDRESS THE CITY COUNCIL ON MATTERS WITHIN ITS JURISDICTION. STATE LAW PROHIBITS THE COUNCIL FROM ADDRESSING ANY ISSUE NOT PREVIOUSLY INCLUDED ON THE AGENDA. COUNCIL MAY RECEIVE COMMENT AND SET THE MATTER FOR A SUBSEQUENT MEETING. PLEASE LIMIT COMMENTS TO FIVE MINUTES.

- 3. TREASURER REPORT**

- 4. COUNCIL STATEMENTS (NON ACTION)**

- 5. DEPARTMENT REPORTS**

- 6. CITY MANAGER STATEMENTS**

- 7. CITY ATTORNEY STATEMENTS**

- 8. FUTURE AGENDA REQUESTS**

CONSENT CALENDAR ITEMS 9 - 13

All items listed on the Consent Calendar shall be considered routine and will be enacted by one roll call vote. There will be no separate discussion of these items unless a member of the City Council requests specific items to be removed from the Consent Calendar for separate action. Any item removed from the Consent Calendar will be considered after the regular business items.

Are there any items on the consent calendar that any member of the public would like to comment on?

9. **MINUTES**
September 17, 2013 Regular

Recommendation – Approve as submitted.

10. **AWARD ENGINEERING CONTRACT FOR STATE AND FEDERALLY FUNDED PROJECTS TO HELT ENGINEERING**

Recommendation – Motion to award contract to Helt Engineering for State and Federal Aid Transportation Projects.

11. **RESOLUTION AUTHORIZING FINANCE DIRECTOR TO WRITE OFF A BUSINESS ASSISTANCE LOAN MADE TO WESTSIDE TECHNOLOGY, RADIO SHACK.**

Recommendation – Motion to adopt resolution entitled **A RESOLUTION OF THE CITY COUNCIL OF THE CITY OF TAFT AUTHORIZING THE WRITING OFF A BUSINESS ASSISTANCE (TARP) LOAN TO WESTSIDE TECHNOLOGY, RADIO SHACK OF TAFT.**

12. **RV PARKING FOR 1963 TUHS CLASS REUNION ON RAILS TO TRAILS**

Recommendation – Motion to approve RV Parking for 1963 TUHS class reunion on Rails to Trails on October 11-12, 2012.

13. **RESOLUTION AUTHORIZING CITY MANAGER TO SUBMIT APPLICATION AND ENTER INTO GRANT AGREEMENT IN THE AMOUNT OF \$7,505.94 UNDER PROP 1B FUNDING, CALIFORNIA TRANSIT SECURITY GRANT PROGRAM.**

Recommendation – Motion to adopt resolution entitled **A RESOLUTION OF THE CITY COUNCIL OF THE CITY OF TAFT AUTHORIZING THE CITY MANAGER AND/OR THE FINANCE DIRECTOR TO SUBMIT AN APPLICATION AND ENTER INTO A GRANT AGREEMENT IN THE AMOUNT OF \$7,505.94 FOR THE STATE OF CALIFORNIA, FUNDING UNDER PROPOSITION 1B, PROVIDED BY CALIFORNIA GOVERNOR'S OFFICE OF EMERGENCY SERVICES UNDER THE CALIFORNIA TRANSIT SECURITY GRANT PROGRAM (CTS GP)**

14. **RATIFY APPROVAL OF CCF CONTRACT, AS AMENDMED, BETWEEN THE CITY OF TAFT AND COUNTY OF LOS ANGELES**

Recommendation – Motion to approve amended contract and authorize signing of a contract between the City of Taft and County of Los Angeles for housing of Low-Level Inmates in the Taft Community Correctional Facility

15. **ESTABLISH JOB CLASSIFICATIONS AND COMPENSATION FOR THE RE-OPENING OF THE TAFT COMMUNITY CORRECTIONAL FACILITY**

Recommendation – Motion to approve the JOB CLASSIFICATIONS, DESCRIPTIONS AND ALLOCATION OF POSITIONS FOR THE CORRECTIONAL FACILITY.

16. CONSIDER CITY COUNCIL COMMITTEE ASSIGNMENTS AND ADDING ALTERNATES

Recommendation – 1) Discuss; and 2) appoint alternates if deemed appropriate.

CLOSED SESSION

- A. CONFERENCE WITH PROPERTY NEGOTIATOR, CRAIG JONES, CITY MANAGER, Government Code 54956.8 – 130 Loma Vista Ave., Taft, CA
- B. CONFERENCE WITH LABOR NEGOTIATOR, CRAIG JONES, CITY MANAGER, Government Code 54957.6 – All units.
- C. CONFERENCE WITH LEGAL COUNSEL – EXISTING LITIGATION Government Code Section 54956.9 (a) – City of Taft vs. CDCR

ADJOURNMENT

**AMERICANS WITH DISABILITIES ACT
(Government Code Section 54943.2)**

The City of Taft City Council Chamber is accessible to persons with disabilities. Disabled individuals who need special assistance (including transportation) to attend or participate in a meeting of the Taft City Council may request assistance at the Office of the City Clerk, City of Taft, 209 E. Kern Street, Taft, California or by calling (661) 763-1222. Every effort will be made to reasonably accommodate individuals with disabilities by making meeting material available in alternative formats. Requests for assistance should be made five (5) working days in advance of a meeting whenever possible.

AFFIDAVIT OF POSTING

I, Louise Hudgens, declare as follows:

That I am the City Clerk of the City of Taft; that an agenda was posted on a public information bulletin board located near the door of the Civic Center Council Chamber on September 26, 2013, pursuant to 1987 Brown Act Requirements.

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

Executed September 26, 2013, at Taft, California.

Date/Time

Signature



**CITY OF TAFT
PROCLAIMS
OCTOBER 7 – 11, 2013
as
RIDESHARE WEEK**

Whereas, the Kern Council of Government Rideshare Program (Commute Kern) is an annual statewide event designed to increase awareness about the benefits of using sustainable transportation such as carpooling, vanpooling, riding the bus, bicycling and walking; and

Whereas, commuters are encouraged to make a commitment to use an alternative means of transportation, other than driving alone, at least one day during Rideshare Week to relieve congested streets and highways, improve air quality, save energy resources and commuter costs; and

Whereas, eight out of every ten commuters drive alone to work each day and sharing a ride is a low cost solution that will help meet the Kern region's mandate for clean air and growing transportation needs; and

Whereas, all California drivers are being asked to participate in the campaign designed to encourage commuters to take personal responsibility for reducing traffic and smog by pledging to rideshare.

NOW, THEREFORE, the City Council of the City of Taft does hereby proclaim October 7 - 11, 2013, as "RIDESHARE WEEK IN TAFT"

Dated this 1st day of October, 2013.

Paul Linder, Mayor

Orchel D. Krier, Mayor Pro Tem

Randy Miller, Councilmember

Dave Noerr, Councilmember

Ron Waldrop, Councilmember



***CITY OF TAFT
PROCLAIMS
OCTOBER 5, 2013
RESPONSIBLE DOG OWNERSHIP DAY***

Whereas, the American Kennel Club (AKC) promotes responsible dog ownership through programs such as Canine Good Citizen and permanent animal identification programs such as tattooing and micro-chipping; and

Whereas, the AKC established Responsible Dog Ownership Day to promote all aspects of responsible dog ownership, including proper veterinary care, safety, obedience training, and licensing, which are all essential to a happy and healthy bond between a dog and his owner; and

Whereas, hundreds of AKC members and licensed clubs, as well as other animal organizations across the country, recognize AKC Responsible Dog Ownership Day and have committed to educating the public about Responsible Dog Ownership Day through local events and demonstrations; and

Whereas, cities across the State of California and throughout America, with the permission from AKC, are promoting and hosting Responsible Ownership Day, to introduce related services and organizations to the community with educational and fun activities to enhance pet owners' relationships with their dogs; and

Whereas: every dog deserves a responsible, educated and respectful owner, and to know there are no bad dogs, just owners who need help.

Now, therefore, the City Council of the City of Taft does hereby proclaim October 5, 2013, as "**AKC RESPONSIBLE DOG OWNERSHIP DAY**"

Dated this 1st day of October, 2013.

Paul Linder, Mayor

Orchel D. Krier, Mayor Pro Tem

Randy Miller, Councilmember

Dave Noerr, Councilmember

Ron Waldrop, Councilmember

**TAFT CITY COUNCIL/SUCCESSOR AGENCY
MINUTES
SEPTEMBER 17, 2013**

REGULAR MEETING

The September 17, 2013, regular joint meeting of the Taft City Council/Taft Successor Agency, held in the Council Chamber at Taft City Hall, 209 East Kern Street, Taft, CA 93268, was opened by Mayor Linder at [6:03:20 PM](#). The Pledge of Allegiance was led by Council Member Noerr, followed by invocation given by Cindy Brettschneider, United Methodist Church.

PRESENT: Mayor Paul Linder; Mayor Pro Tem Orchel Krier.
Council Members Dave Noerr and Orchel Krier.
City Manager Craig Jones; City Attorney Tom Ebersole;
City Clerk Louise Hudgens.

ABSENT: Council Member Randy Miller.

1. CITIZEN REQUESTS/PUBLIC COMMENTS

Suzy Baker, Secretary for Unitythrift, talked about the “Paws in the Park” event to be held Saturday, October 19, 2013, in Taft Veterans Park. She requested that Council waive fees for the use of the park and explained some of the events that will be held that day. She also indicated that Fourth District Supervisor Couch and his staff will be distributing spay and neuter vouchers.

Kathy Orrin, Executive Director Chamber of Commerce, announced:

- Golf Tournament, October 26, at Buena Vista Golf Course
- Fishing Derby, November 16, at Buena Vista Lake, and will be registering participants at the gas station at the corner of Hwy. 119 and Enos Lane.
- Christmas Parage, Monday, December 2. Grand Marshall will be selected by the Chamber Board at their next meeting.
- Cruz Night will continue the first Friday night of every month throughout the year.
- Chamber will be closed for remainder of week as Chamber staff would be joining the City Manager and Enterprise Zone Manager at the ICSC Conference in San Diego.

2. COUNCIL STATEMENTS (NON ACTION)

Council Member Waldrop:

- Stressed that property owners should have someone watch out for their property in the event they would be away from home as there had been an increase in burglaries.
- Stressed safety while walking along the Rails-to-Trails and to be careful when crossing the roads.

Council Member Krier:

- Kudos to Unitythrift for the great work they do, rescuing animals and educating pet owners.
- California Legislature passing all kinds of bills.
- Explained that there are always consequences when the minimum wage goes up. It sounds good, but the reality is that the only one benefiting is other countries. Taxes go up, prices go up, and businesses can't hire as many people.

Council Member Noerr:

- Stated that California is the least business friendly state of all the 50 states. California puts so many restrictions on businesses that they are moving to other states.
- 93% of all jobs created in the U.S. last year were part-time.

- Police Department working hard to keep crime in check.
- Asked that a group of young people in the audience identify themselves as they appeared to be there for a class project. Madison Rubadeau stated that they were in Mrs. Cloud's ROP class and their assignment was to attend a meeting and write a paper on how meetings were conducted.

Mayor Linder:

- With the increase in home burglaries, he strongly suggested that people not use social media to announce things like going on vacation or out to dinner. Someone could pick up on that announcement and find the opportune time to burglarize homes. Announce after returning home that the vacation or dinner was great.

3. PLANNING COMMISSION REPORT [6:25:29 PM](#)

Renee Hill, Planning Commissioner:

- Approved Conditional Use Permit 2013-14 for a 65-foot tall monopine wireless communication facility near OT Cookhouse.
- Approved Conditional Use Permit 2013-18 to re-establish a used car dealership at 200 Center St.
- Approved Site Plan Review 2013-16 for 1,440 square foot Office Trailer at 1377 Kern St.
- Commissioners discussed the Downtown Commercial zoning and development standards.
- Chairman Orrin requested joint meeting with Council.

4. DEPARTMENT REPORTS – There were none.

5. CITY MANAGER STATEMENTS [6:27:42 PM](#)

City Manager Jones:

- Announced that he would be out of the office for the remainder of the week at the ICSC Conference.
- Kern County Planning Department meeting at Veterans Hall on Wednesday evening to discuss standardizing Oil and Gas permitting. Mark Staples, Interim Planning Director, would represent City of Taft.

6. CITY ATTORNEY STATEMENTS - None.

7. FUTURE AGENDA REQUESTS

Linder requested staff to agendize an item to add additional alternates to standing committees. Krier concurred.

CONSENT CALENDAR ITEMS 8 – 20 [6:30:44 PM](#)

Moved by Krier, seconded by Noerr, to approve consent calendar items 8-20.

AYES: Krier, Noerr, Waldrop, Linder

8. MINUTES

September 3, 2013 Regular
Recommendation – Approve as submitted.

9. PAYMENT OF BILLS

Warrant # 081613	Check No. 75927	\$ 11,151.87
Warrant # 083013	Check No. 75928 – 75994	\$ 269,498.13
Warrant # 083013A	Check No. 75995 – 76000	\$ 12,717.76
Warrant # 083013	Check No. 76001 - 76003	\$ 1,379.69
Warrant # 091313	Check No. 76003 - 76083	\$ 139,028.06

Recommendation – Approve payment of bills.

10. SECOND READING - ZONING ORDINANCE AMENDMENT RELATING TO RECREATIONAL VEHICLE PARKS

Recommendation – Motion to approve and amend the City of Taft Zoning Ordinance entitled **AN ORDINANCE OF THE CITY COUNCIL OF THE CITY OF TAFT AMENDING CHAPTERS 5 AND 12 OF TITLE 6 OF THE CITY OF TAFT ZONING ORDINANCE RELATING TO RECREATIONAL VEHICLE.** (*Ordinance No.801-13*)

11. RATIFY EXPENDITURES FOR OFFICE EQUIPMENT FOR BUILDING DEPARTMENT

Recommendation – Motion to ratify expenditures for office equipment for the Building Department in the amount of \$3,898.32.

12. THIRD ANNUAL “PAWS IN THE PARK” EVENT SPONSORED BY UNITYTHRIFT OUTREACH & RESCUE

Recommendation – Motion to waive fees for use of Veterans Park for the annual “Paws in the Park” event on October 19, 2013.

13. CITY INVESTMENT POLICY ANNUAL REVIEW

Recommendation – Motion to concur with the Finance Committee’s recommendation to adopt the policy with no changes.

14. UNEMPLOYMENT COMPENSATION (EDD) PAYOUTS

Recommendation – Motion to authorize the loan of \$6,300 from General Fund Reserves to the CCF for the payment of the 2013 2nd quarter EDD Benefits.

15. GRANT ADMINISTRATOR POSITION

Recommendation – Motion to reinstate the position of Grant Administrator on a part-time (Temporary) basis and authorize the position to be filled.

16. TITLE CHANGE OF ENTERPRISE ZONE MANAGER TO COMMUNITY AND BUSINESS DEVELOPMENT COORDINATOR

Recommendation – Motion to approve a title change and new specifications of Community and Business Development Coordinator effective January 1, 2014.

17. ASSOCIATE PLANNER POSITION

Recommendation – 1) Motion to establish the classification of Associate Planner and authorize staff to recruit and fill this position on a full-time basis; and
2) Motion to approve resolution entitled **A RESOLUTION OF THE CITY COUNCIL OF THE CITY OF TAFT AMENDING THE POSITION CLASSIFICATION PLAN AND ESTABLISHING CORRESPONDING COMPENSATION RATES.** (*Part-Time Grant Administrator, Associate Planner and Enterprise Zone Manager*) (*Resolution No. 3556-13*)

18. AUTHORIZING THE FILING OF AN APPLICATION FOR CONGESTION MITIGATION AND AIR QUALITY (CMAQ) PROGRAM FUNDING AND COMMITTING THE NECESSARY LOCAL MATCH AND STATING THE ASSURANCE TO COMPLETE THE PROJECT

Recommendation – Motion to approve a resolution entitled A RESOLUTION OF THE CITY COUNCIL OF THE CITY OF TAFT AUTHORIZING THE FILING OF AN APPLICATION FOR CONGESTION MITIGATION AND AIR QUALITY (CMAQ) PROGRAM FUNDING AND COMMITTING THE NECESSARY LOCAL MATCH AND STATING THE ASSURANCE TO COMPLETE THE PROJECT. (*Resolution No.3557-13*)

19. MOTION TO ACCEPT THE CONSTRUCTION EASEMENT FROM THE TAFT UNION HIGH SCHOOL DISTRICT FOR THE SAFE ROUTES TO SCHOOL PROJECT – SRTSLNI-5193 (034).

Recommendation – MOTION TO ACCEPT THE CONSTRUCTION EASEMENT FROM THE TAFT UNION HIGH SCHOOL DISTRICT FOR THE SAFE ROUTES TO SCHOOL PROJECT – SRTSLNI-5193 (034).

20. TAFT SUCCESSOR AGENCY – APPROVAL OF FINAL BUDGET FOR FISCAL YEAR 2012-2013 AND PROPOSED BUDGET FOR FISCAL YEAR 2013-2014.

Recommendation – Motion to adopt resolution entitled A RESOLUTION OF THE TAFT SUCCESSOR AGENCY ADOPTING FINAL BUDGET FOR FISCAL YEAR 2012-2013 AND PROPOSED BUDGET FOR THE FISCAL YEAR 2013-2014. (*Resolution No.3558-13*)

Recessed to closed session at [6:33:06 PM](#).

CLOSED SESSION

- A. CONFERENCE WITH PROPERTY NEGOTIATOR, CRAIG JONES, CITY MANAGER, Government Code 54956.8 – 2 Properties (undisclosed locations)
 - No reportable Action.
- B. CONFERENCE WITH LABOR NEGOTIATOR, CRAIG JONES, CITY MANAGER, Government Code 54957.6 – All units.
 - No reportable Action.
- C. CONFERENCE WITH LEGAL COUNSEL – EXISTING LITIGATION Government Code Section 54956.9 (a) – City of Taft vs. CDCR
 - No reportable Action.

ADJOURNMENT - [8:25 PM](#)



City of Taft Agenda Report

DATE: October 1, 2013

TO: Honorable Mayor and Council Members

AGENDA MATTER:

AWARD ENGINEERING CONTRACT FOR STATE AND FEDERALLY FUNDED PROJECTS TO HELT ENGINEERING.

SUMMARY STATEMENT:

Under direction of Council, Staff ran a Request for Engineering Qualifications for State and Federally funded projects. Six submittals were received. The Public Works Committee met on September 16, 2013 and ranked the submittals, using the suggested ranking criteria from Cal Trans Local Assistance Procedures Manual, Chapter 10. Helt Engineering scored the highest of the six firms that submitted.

There was a motion from the Public Works Committee to recommend to the full Council that Helt Engineering be awarded the contract for a period of three years.

RECOMMENDED ACTION:

Motion to award contract to Helt Engineering for State and Federal Aid Transportation Projects.

IMPACT ON BUDGET (Y/N): NO

ATTACHMENT (Y/N): YES (Contract)

PREPARED BY: Craig Jones

REVIEWED BY:

CITY CLERK	FINANCE DIRECTOR	CITY MANAGER

AGREEMENT
AGREEMENT FOR CONSULTANT CITY ENGINEERING SERVICES

ARTICLE I INTRODUCTION

- A. This contract is between the following named, hereinafter referred to as, CONSULTANT and the following named, hereinafter referred to as, CITY:

The name of the CONSULTANT is as follows: Helt Engineering, Inc. Incorporated in the State of California

The Project Manager for the "CONSULTANT" will be: Gerald F. (Jerry) Helt, P.E.

The name of the "CITY" is as follows: City of Taft

The Contract Manager for the CITY will be: City Manager

- B. The work to be performed under this contract is described in Article II entitled Statement of Work and the approved CONSULTANT's Cost Proposal. The approved CONSULTANT's Cost Proposal is attached hereto (**Attachment I**) and incorporated by reference. If there is any conflict between the approved Cost Proposal and this contract, this contract shall take precedence.
- C. The CONSULTANT agrees to indemnify and hold harmless the CITY, its officers, agents, and employees from any and all claims, demands, costs, or liability arising from or connected with the services provided hereunder due to negligent acts, errors, or omissions of the CONSULTANT. The CONSULTANT will reimburse the CITY for any expenditure, including reasonable attorney fees, incurred by the CITY in defending against claims ultimately determined to be due to negligent acts, errors, or omissions of the CONSULTANT.
- D. The CONSULTANT and the agents and employees of CONSULTANT, in the performance of this agreement, shall act in an independent capacity and not as officers or employees or agents of the CITY.
- E. The CITY may terminate this agreement with CONSULTANT should CONSULTANT fail to perform the covenants herein contained at the time and in the manner herein provided. In the event of such termination, the CITY may proceed with the work in any manner deemed proper by the CITY. If the CITY terminates this agreement with the CONSULTANT, CITY shall pay CONSULTANT the sum due the CONSULTANT under this agreement prior to termination, unless the cost of completion to the CITY exceeds the funds remaining in the contract. In which case the overage shall be deducted from any sum due the CONSULTANT under this agreement and the balance, if any, shall be paid the CONSULTANT upon demand.
- F. Without the written consent of the CITY, this agreement is not assignable by CONSULTANT either in whole or in part.

- G. No alteration or variation of the terms of this contract shall be valid, unless made in writing and signed by the parties hereto; and no oral understanding or agreement not incorporated herein, shall be binding on any of the parties hereto.
- H. The consideration to be paid CONSULTANT as provided herein, shall be in compensation for all of CONSULTANT's expenses incurred in the performance hereof, including travel and per diem, unless otherwise expressly so provided.

ARTICLE II STATEMENT OF WORK

A. Consultant Services

CONSULTANT shall provide professional engineering services to the CITY. This includes, but is not limited to: engineering design, preparation of plans and specifications, preparing project advertisement, review and qualification of bids, processing documents for bid award, construction inspection and management, construction surveying, processing documents required for CITY acceptance of project(s), processing documents for FHWA, FEMA, Caltrans, CalEMA project reimbursement and closeout. CITY will pay for direct project advertisement costs.

B. Right of Way

Caltrans or FHWA approved the Right of Way Certification(s) as required.

C. Subsurface Investigations

Soils testing and any other specialized services will be performed by others and supervised by the CONSULTANT.

D. City Obligations

The CITY will provide any applicable data requested by the CONSULTANT to complete the project.

E. Conferences, Visits to Site, Inspection of Work

The agreement provides for conferences as needed, visits to the site, and inspection of the work by representatives of the state, or FHWA. Costs incurred by CONSULTANT for meetings, subsequent to the initial meeting shall be included in the fee.

F. Checking Shop Drawings

Payment for checking shop drawings by the CONSULTANT may be included in the contract fee.

G. Documentation

The CONSULTANT shall document projects to the satisfaction of the CITY or any funding agency, including, but not limited to (Caltrans, CalEMA, FHWA, and FEMA). This includes, but is not limited to, preparation of progress and final reports, field journal or similar evidence of attainment of the objectives.

G. Number of Copies

One copy of reports shall be provided to the CITY. If requested, additional copies will be provided at reproduction cost.

ARTICLE III CONSULTANT'S REPORTS AND/OR MEETINGS

- A. The CONSULTANT shall submit progress reports on each specific project in accordance with the Task Order. These reports shall be submitted at least once a month. The report should be sufficiently detailed for the CITY's Contract Manager to determine, if the CONSULTANT is performing to expectations, or is on schedule; to provide communication of interim findings, and to sufficiently address any difficulties or special problems encountered, so remedies can be developed.
- B. The CONSULTANT's Project Manager shall meet with the CITY's Contract Manager or Project Coordinator, as needed, to discuss progress on the contract.

ARTICLE IV PERFORMANCE PERIOD

- A. This contract shall go into effect on October 1st, 2013, contingent upon approval by the CITY, and the CONSULTANT shall commence work after notification to proceed by the CITY'S Contract Manager. The contract shall end on October 1st, 2016, unless extended by agreement amendment.
- B. The CONSULTANT is advised that any recommendation for contract award is not binding on the CITY until the contract is fully executed and approved by the CITY.
- C. The period of performance for each specific project shall be in accordance with the Task Order for that project. If work on a Task Order is in progress on the expiration date of this contract, the terms of the Agreement may be extended by Agreement amendment.

ARTICLE V ALLOWABLE COSTS AND PAYMENTS

- A. Specific projects will be assigned to the CONSULTANT through issuance of Task Orders.

- B. After a project to be performed under this contract is identified by the CITY, the CITY will prepare a draft Task Order; less the cost estimate. A draft Task Order will identify the scope of services, expected results, project deliverables, period of performance, project schedule and will designate a CITY Project Coordinator. The draft Task Order will be delivered to the CONSULTANT for review. The CONSULTANT shall return the draft Task Order within ten (10) calendar days along with a Cost Estimate, including a written estimate of the number of hours and hourly rates per staff person, any anticipated reimbursable expenses, overhead, fee if any, and total dollar amount. After agreement has been reached on the negotiable items and total cost; the finalized Task Order shall be signed by both the CITY and the CONSULTANT.
- C. The CONSULTANT will be reimbursed for hours worked at the hourly rates specified in the CONSULTANT's Cost Proposal (**Attachment I**). The specified hourly rates shall include direct salary costs, employee benefits, overhead, and fee.
- D. In addition, the CONSULTANT will be reimbursed for incurred direct costs other than salary costs, and other costs that are identified in the executed Task Order.
- E. Reimbursement for transportation and subsistence costs shall not exceed the rates as specified in the approved Cost Proposal.
- F. When milestone cost estimates are included in the approved Cost Proposal, the CONSULTANT shall obtain prior written approval for a revised milestone cost estimate from the Contract Manager before exceeding such estimate.
- G. Progress payments for each Task Order will be made monthly in arrears based on services provided and actual costs incurred.
- H. The CONSULTANT shall not commence performance of work or services until this contract has been approved by the CITY, and notification to proceed has been issued by the CITY'S Contract Manager. No payment will be made prior to approval or for any work performed prior to approval of this contract.
- I. A Task Order is of no force or effect until returned to the CITY and signed by an authorized representative of the CITY. No expenditures are authorized on a project and work shall not commence until a Task Order for that project has been executed by the CITY.
- J. The CONSULTANT will be reimbursed, as promptly as fiscal procedures will permit upon receipt by the CITY'S Contract Manager of itemized invoices in triplicate. Separate invoices itemizing all costs are required for all work performed under each Task Order. Invoices shall be submitted no later than 45-calendar days after the performance of work for which the CONSULTANT is billing, or upon completion of the Task Order. Invoices shall detail the work performed on each milestone, on each project as applicable. Invoices shall follow the format stipulated for the approved Cost Proposal and shall reference this contract number, project title and Task Order number.

Credits due the CITY that include any equipment purchased under the provisions of Article XVI Equipment Purchase of this contract, must be reimbursed by the Consultant prior to the expiration or termination of this contract. Invoices shall be mailed to the CITY's Contract Manager at the following address:

City Manager
City of Taft
209 E. Kern Street,
Taft, CA 93268

- K. The total amount payable by the CITY for an individual Task Order shall not exceed the amount agreed to in the Task Order, unless authorized by contract amendment.
- L. The total amount payable by the CITY for all Task Orders resulting from this contract, shall not exceed \$100,000.00. It is understood and agreed that there is no guarantee, either expressed or implied that this dollar amount will be authorized under this contract through Task Orders.
- M. All subcontracts in excess of \$25,000 shall contain the above provisions.

ARTICLE VI TERMINATION

The CITY reserves the right to terminate this contract upon thirty (30)-calendar days written notice to the CONSULTANT with the reasons for termination stated in the notice.

ARTICLE VII FUNDING REQUIREMENTS

- A. It is mutually understood between the parties that this contract may have been written before ascertaining the availability of funds or appropriation of funds, for the mutual benefit of both parties, in order to avoid program and fiscal delays that would occur if the agreement were executed after that determination was made.
- B. This agreement is valid and enforceable only, if sufficient funds are made available to the CITY for the purpose of this contract. In addition, this agreement is subject to any additional restrictions, limitations, conditions, or any statute enacted by the Congress, State Legislature or CITY governing board that may affect the provisions, terms, or funding of this contract in any manner.
- C. It is mutually agreed that if sufficient funds are not appropriated, this contract may be amended to reflect any reduction in funds.
- D. The CITY has the option to void the contract under the 30-day cancellation clause, or by mutual agreement to amend the contract to reflect any reduction of funds.

ARTICLE VIII CHANGE IN TERMS

- A. This contract may be amended or modified only by mutual written agreement of the parties.
- B. The CONSULTANT shall only commence work covered by an amendment after the amendment is executed and notification to proceed has been provided by the CITY's Contract Manager.
- C. There shall be no change in the CONSULTANT's Project Manager or members of the project team, as listed in the approved Cost Proposal, which is a part of this contract without prior written approval by the CITY's Contract Manager.

ARTICLE IX COST PRINCIPLES

- A. The CONSULTANT agrees that the Contract Cost Principles and Procedures, 48 CFR, Federal Acquisition Regulations System, Chapter 1, Part 31.000 et seq., shall be used to determine the allowability of cost individual items.
- B. The CONSULTANT also agrees to comply with federal procedures in accordance with 49 CFR, Part 18, Uniform Administrative Requirements for Grants and Cooperative Agreements to State and Local Governments.
- C. Any costs for which payment has been made to CONSULTANT that are determined by subsequent audit to be unallowable under 48 CFR, Federal Acquisition Regulations System, Chapter 1, Part 31.000 et seq., are subject to repayment by CONSULTANT to the CITY.

ARTICLE X CONTINGENT FEE

The CONSULTANT warrants, by execution of this contract that no person or selling agency has been employed, or retained, to solicit or secure this contract upon an agreement or understanding, for a commission, percentage, brokerage, or contingent fee, excepting bona fide employees, or bona fide established commercial or selling agencies maintained by the CONSULTANT for the purpose of securing business. For breach or violation of this warranty, the CITY has the right to annul this contract without liability; pay only for the value of the work actually performed, or in its discretion to deduct from the contract price or consideration, or otherwise recover the full amount of such commission, percentage, brokerage, or contingent fee.

ARTICLE XI RETENTION OF RECORDS/AUDIT

For the purpose of determining compliance with Public Contract Code 10115, et seq. and Title 21, California Code of Regulations, Chapter 21, Section 2500 et seq., when applicable and other matters connected with the performance of the contract pursuant to Government Code 8546.7; the CONSULTANT, subcontractors, and the CITY shall maintain all books, documents, papers, accounting records, and other evidence pertaining to the performance of the contract, including but not limited to, the costs of administering the contract. All parties shall make such materials available at their respective offices at all reasonable times during the contract period and for three years from the date of final payment under the contract. The state, the State Auditor, CITY, FHWA, or any duly authorized representative of the federal government shall have access to any books, records, and documents of the CONSULTANT that are pertinent to the contract for audit, examinations, excerpts, and transactions, and copies thereof shall be furnished if requested.

Subcontracts in excess of \$25,000 shall contain this provision.

ARTICLE XII DISPUTES

- A. Any dispute, other than audit, concerning a question of fact arising under this contract that is not disposed of by agreement shall be decided by a committee consisting of the CITY's Contract Manager and City Manager, who may consider written or verbal information submitted by the CONSULTANT.
- B. Not later than 30 days after completion of all work under the contract, the CONSULTANT may request review by the CITY GOVERNING BOARD of unresolved claims or disputes, other than audit. The request for review will be submitted in writing.
- C. Neither the pendency of a dispute, nor its consideration by the committee will excuse the CONSULTANT from full and timely performance in accordance with the terms of this contract.

ARTICLE XIII AUDIT REVIEW PROCEDURES

- A. Any dispute concerning a question of fact arising under an interim or post audit of this contract that is not disposed of by agreement, shall be reviewed by the CITY'S CHIEF FINANCIAL OFFICER.
- B. Not later than 30 days after issuance of the final audit report, the CONSULTANT may request a review by the CITY'S CHIEF FINANCIAL OFFICER of unresolved audit issues. The request for review will be submitted in writing.
- C. Neither the pendency of a dispute nor its consideration by the CITY will excuse the CONSULTANT from full and timely performance, in accordance with the terms of this contract.

ARTICLE XIV SUBCONTRACTING

- A. The CONSULTANT shall perform the work contemplated with resources available within its own organization; and no portion of the work pertinent to this contract shall be subcontracted without written authorization by the CITY'S Contract Manager, except that, which is expressly identified in the approved Cost Proposal.
- B. Any subcontract in excess of \$25,000 entered into as a result of this contract, shall contain all the provisions stipulated in this contract to be applicable to subcontractors.
- C. Any substitution of subcontractors must be approved in writing by the CITY's Contract Manager.

ARTICLE XV CONSULTANT'S ENDORSEMENT ON PS&E/OTHER DATA

The responsible consultant/engineer shall sign all plans, specifications, estimates (PS&E) and engineering data furnished by him/her, and where appropriate, indicate his/her California registration number.

ARTICLE XVI EQUIPMENT PURCHASE

- A. Prior authorization in writing, by the CITY's Contract Manager shall be required before the CONSULTANT enters into any unbudgeted purchase order, or subcontract exceeding \$5,000 for supplies, equipment, or CONSULTANT services. The CONSULTANT shall provide an evaluation of the necessity or desirability of incurring such costs.
- B. For purchase of any item, service or consulting work not covered in the CONSULTANT's Cost Proposal and exceeding \$5,000 prior authorization by the CITY's Contract Manager; three competitive quotations must be submitted with the request, or the absence of bidding must be adequately justified.
- C. Any equipment purchased as a result of this contract is subject to the following: "The CONSULTANT shall maintain an inventory of all nonexpendable property. Nonexpendable property is defined as having a useful life of at least two years and an acquisition cost of \$5,000 or more. If the purchased equipment needs replacement and is sold or traded in, the CITY shall receive a proper refund or credit at the conclusion of the contract, or if the contract is terminated, the CONSULTANT may either keep the equipment and credit the CITY in an amount equal to its fair market value, or sell such equipment at the best price obtainable at a public or private sale, in accordance with established CITY procedures; and credit the CITY in an amount equal to the sales price.

If the CONSULTANT elects to keep the equipment, fair market value shall be determined at the CONSULTANT's expense, on the basis of a competent independent appraisal of such equipment.

Appraisals shall be obtained from an appraiser mutually agreeable to by the CITY and the CONSULTANT, if it is determined to sell the equipment, the terms and conditions of such sale must be approved in advance by the CITY.”

- D. All subcontracts in excess \$25,000 shall contain the above provisions.

ARTICLE XVII INSPECTION OF WORK

The CONSULTANT and any subcontractor shall permit the CITY; the State; FHWA, FEMA, and any other relevant federal representative (if federal participating funds are used in this contract) to review and inspect the project activities and files at all reasonable times during the performance period of this Agreement including review and inspection on a daily basis

ARTICLE XVIII SAFETY

- A. The CONSULTANT shall comply with OSHA regulations applicable to CONSULTANT regarding necessary safety equipment or procedures. The CONSULTANT shall comply with safety instructions issued by the CITY Safety Officer and other CITY representatives. CONSULTANT personnel shall wear hard hats and safety vests at all times while working on the construction project site.
- B. Pursuant to the authority contained in Section 591 of the Vehicle Code, the CITY has determined that such areas are within the limits of the project and are open to public traffic. The CONSULTANT shall comply with all of the requirements set forth in Divisions 11, 12, 13, 14, and 15 of the Vehicle Code. The CONSULTANT shall take all reasonably necessary precautions for safe operation of its vehicles and the protection of the traveling public from injury and damage from such vehicles.
- C. Any subcontract entered into as a result of this contract, shall contain all of the provisions of this Article.

ARTICLE XIX INSURANCE

- A. Prior to commencement of the work described herein, the CONSULTANT shall furnish the CITY a Certificate of Insurance stating that there is general comprehensive liability insurance presently in effect for the CONSULTANT with a combined single limit (CSL) of not less than one million dollars (\$1,000,000) per occurrence.
- B. The Certificate of Insurance will provide:

1. That the insurer will not cancel the insured's coverage without 30-days prior written notice to the CITY.
 2. That the CITY, its officers, agents, employees, and servants are included as additional insureds, but only insofar as the operations under this contract are concerned.
 3. That the CITY will not be responsible for any premiums or assessments on the policy.
- C. The CONSULTANT agrees that the bodily injury liability insurance herein provided for, shall be in effect at all times during the term of this contract. In the event said insurance coverage expires at any time or times during the term of this contract, the CONSULTANT agrees to provide at least thirty (30) days prior notice to said expiration date; and a new Certificate of Insurance evidencing insurance coverage as provided for herein, for not less than either the remainder of the term of the contract, or for a period of not less than one (1) year. New Certificates of Insurance are subject to the approval of the CITY. In the event the CONSULTANT fails to keep in effect at all times insurance coverage as herein provided, the CITY may, in addition to any other remedies it may have, terminate this contract upon occurrence of such event.

ARTICLE XX OWNERSHIP OF DATA

- A. Upon completion of all work under this contract, ownership and title to all reports, documents, plans, specifications, and estimates produce as part of this contract will automatically be vested in the CITY; and no further agreement will be necessary to transfer ownership to the CITY. The CONSULTANT shall furnish the CITY all necessary copies of data needed to complete the review and approval process.
- B. It is understood and agreed that all calculations, drawings and specifications, whether in hard copy or machine-readable form, are intended for one-time use in the construction of the project for which this contract has been entered into.
- C. The CONSULTANT is not liable for claims, liabilities, or losses arising out of, or connected with the modification, or misuse by the CITY of the machine-readable information and data provided by the CONSULTANT under this agreement; further, the CONSULTANT is not liable for claims, liabilities, or losses arising out of, or connected with any use by the CITY of the project documentation on other projects for additions to this project, or for the completion of this project by others except only such use as many be authorized in writing by the CONSULTANT.
- D. Applicable patent rights provisions described in 41 CFR 1-91, regarding rights to inventions shall be included in the Agreements as appropriate.

- E. The CONSULTANT is not liable for claims, liabilities or losses arising out of, or connected with, the modification or misuse by the CITY of the machine readable information and data provided by the CONSULTANT under this agreement; further, the CONSULTANT is not liable for claims, liabilities or losses arising out of, or connected with, any use by the CITY of the project documentation on other projects; for additions to this project, or for the completion of this project by others, except only such use as may be authorized, in writing, by the CONSULTANT.
- F. The CITY may permit copyrighting reports or other agreement products. If copyrights are permitted; the agreement shall provide that the FHWA shall have the royalty-free nonexclusive and irrevocable right to reproduce, publish, or otherwise use; and to authorize others to use, the work for government purposes.
- G. Any subcontract in excess of \$25,000 entered into as a result of this contract, shall contain all of the provisions of this Article.

ARTICLE XXI CLAIMS FILED BY CITY'S CONSTRUCTION CONTRACTOR

- A. If claims are filed by the CITY's construction contractor relating to work performed by CONSULTANT's personnel, and additional information or assistance from the CONSULTANT's personnel is required in order to evaluate or defend against such claims; CONSULTANT agrees to make its personnel available for consultation with the CITY'S construction contract administration and legal staff and for testimony, if necessary, at depositions and at trial or arbitration proceedings.
- B. CONSULTANT's personnel that the CITY considers essential to assist in defending against construction contractor claims will be made available on reasonable notice from the CITY. Consultation or testimony will be reimbursed at the same rates, including travel costs that are being paid for the CONSULTANT's personnel services under this agreement.
- C. Services of the CONSULTANT's personnel in connection with the CITY's construction contractor claims will be performed pursuant to a written contract amendment, if necessary, extending the termination date of this agreement in order to finally resolve the claims.
- D. Any subcontract in excess of \$25,000 entered into as a result of this contract, shall contain all of the provisions of this Article.

ARTICLE XXII CONFIDENTIALITY OF DATA

- A. All financial, statistical, personal, technical, or other data and information relative to the CITY's operations, which are designated confidential by the CITY and made available

to the CONSULTANT in order to carry out this contract, shall be protected by the CONSULTANT from unauthorized use and disclosure.

- B. Permission to disclose information on one occasion, or public hearing held by the CITY relating to the contract, shall not authorize the CONSULTANT to further disclose such information, or disseminate the same on any other occasion.
- C. The CONSULTANT shall not comment publicly to the press or any other media regarding the contract or the CITY's actions on the same, except to the CITY's staff, CONSULTANT's own personnel involved in the performance of this contract, at public hearings or in response to questions from a Legislative committee.
- D. The CONSULTANT shall not issue any news release or public relations item of any nature, whatsoever, regarding work performed or to be performed under this contract without prior review of the contents thereof by the CITY, and receipt of the CITY'S written permission.
- E. Any subcontract entered into as a result of this contract shall contain all of the provisions of this Article.
- F. All information related to the construction estimate is confidential, and shall not be disclosed by the CONSULTANT to any entity other than the CITY.

ARTICLE XXIII NATIONAL LABOR RELATIONS BOARD CERTIFICATION

In accordance with Public Contract Code Section 10296, the CONSULTANT hereby states under penalty of perjury that no more than one final unappealable finding of contempt of court by a federal court has been issued against the CONSULTANT within the immediately preceding two-year period, because of the CONSULTANT's failure to comply with an order of a federal court that orders the CONSULTANT to comply with an order of the National Labor Relations Board.

ARTICLE XXIV EVALUATION OF CONSULTANT

The CONSULTANT's performance will be evaluated by the CITY. A copy of the evaluation will be sent to the CONSULTANT for comments. The evaluation together with the comments shall be retained as part of the contract record.

ARTICLE XXV STATEMENT OF COMPLIANCE

The CONSULTANT's signature affixed herein, and dated, shall constitute a certification under penalty of perjury under the laws of the State of California that the CONSULTANT has, unless exempt, complied with, the nondiscrimination program requirements of Government Code Section 12990 and Title 2, California Administrative Code, Section 8103.

ARTICLE XXVI DEBARMENT AND SUSPENSION CERTIFICATION

- A. The CONSULTANT's signature affixed herein, shall constitute a certification under penalty of perjury under the laws of the State of California, that the CONSULTANT has complied with Title 49, Code of Federal Regulations, Part 29, Debarment and Suspension Certificate, which certifies that he/she or any person associated therewith in the capacity of owner, partner, director, officer, or manager, is not currently under suspension, debarment, voluntary exclusion, or determination of ineligibility by any federal agency; has not been suspended, debarred, voluntarily excluded, or determined ineligible by any federal agency within the past three (3) years; does not have a proposed debarment pending; and has not been indicted, convicted, or had a civil judgment rendered against it by a court of competent jurisdiction in any matter involving fraud or official misconduct within the past three (3) years. Any exceptions to this certification must be disclosed to the CITY.
- B. Exceptions will not necessarily result in denial of recommendation for award, but will be considered in determining CONSULTANT responsibility. Disclosures must indicate to whom exceptions apply, initiating agency, and dates of action.

ARTICLE XXVII STATE PREVAILING WAGE RATES

- A. The CONSULTANT shall comply with the State of California's General Prevailing Wage Rate requirements in accordance with California Labor Code, Section 177, and all federal, state, and local laws and ordinances applicable to the work.
- B. Any subcontract entered into as a result of this contract if for more than \$25,000 for public works construction or more than \$15,000 for the alteration, demolition, repair, or maintenance of public works, shall contain all of the provisions of this Article.

ARTICLE XXVIII CONFLICT OF INTEREST

- A. The CONSULTANT shall disclose any financial, business, or other relationship with CITY that may have an impact upon the outcome of this contract, or any ensuing CITY construction project. The CONSULTANT shall also list current clients who may have a financial interest in the outcome of this contract, or any ensuing CITY construction project, which will follow.
- B. The CONSULTANT hereby certifies that it does not now have, nor shall it acquire any financial or business interest that would conflict with the performance of services under this agreement.
- C. Any subcontract in excess of \$25,000 entered into as a result of this contract, shall contain all of the provisions of this Article.

- D. The CONSULTANT hereby certifies that neither CONSULTANT, nor any firm affiliated with the CONSULTANT will bid on any construction contract, or on any contract to provide construction inspection for any construction project resulting from this contract. An affiliated firm is one, which is subject to the control of the same persons through joint-ownership, or otherwise.
- E. Except for subcontractors whose services are limited to providing surveying or materials testing information, no subcontractor who has provided design services in connection with this contract shall be eligible to bid on any construction contract, or on any contract to provide construction inspection for any construction project resulting from this contract.

ARTICLE XXIX REBATES, KICKBACKS OR OTHER UNLAWFUL CONSIDERATION

The CONSULTANT warrants that this contract was not obtained or secured through rebates kickbacks or other unlawful consideration, either promised or paid to any CITY employee. For breach or violation of this warranty, CITY shall have the right in its discretion; to terminate the contract without liability; to pay only for the value of the work actually performed; or to deduct from the contract price; or otherwise recover the full amount of such rebate, kickback or other unlawful consideration.

ARTICLE XXX PROHIBITION OF EXPENDING CITY, STATE, OR FEDERAL FUNDS FOR LOBBYING

- A. The CONSULTANT certifies to the best of his or her knowledge and belief that:
 - 1. No state, federal or local agency appropriated funds have been paid, or will be paid by-or-on behalf of the CONSULTANT to any person for influencing or attempting to influence an officer or employee of any state or federal agency; a Member of the State Legislature or United States Congress; an officer or employee of the Legislature or Congress; or any employee of a Member of the Legislature or Congress, in connection with the awarding of any state or federal contract; the making of any state or federal grant; the making of any state or federal loan; the entering into of any cooperative agreement, and the extension, continuation, renewal, amendment, or modification of any state or federal contract, grant, loan, or cooperative agreement.
 - 2. If any funds other than federal appropriated funds have been paid, or will be paid to any person for influencing or attempting to influence an officer or employee of any federal agency; a Member of Congress; an officer or employee of Congress, or an employee of a Member of Congress; in connection with this federal contract, grant, loan, or cooperative agreement; the CONSULTANT shall complete and submit Standard Form-LLL, "Disclosure Form to Report Lobbying," in accordance with its instructions.

- B. This certification is a material representation of fact upon which reliance was placed when this transaction was made or entered into. Submission of this certification is a prerequisite for making or entering into this transaction imposed by Section 1352, Title 31, US. Code. Any person who fails to file the required certification shall be subject to a civil penalty of not less than \$10,000 and not more than \$100,000 for each such failure.
- C. The CONSULTANT also agrees by signing this document that he or she shall require that the language of this certification be included in all lower-tier subcontracts, which exceed \$100,000, and that all such subrecipients shall certify and disclose accordingly.

ARTICLE XXXI NOTIFICATION

All notices hereunder and communications regarding interpretation of the terms of this contract and changes thereto, shall be effected by the mailing thereof by registered or certified mail, return receipt requested, postage prepaid, and addressed as follows:

CONSULTANT: Helt Engineering, Inc.
Gerald F. (Jerry) Helt, P.E.
2930 Union Ave.
Bakersfield, CA 93305

CITY: City Manager
City of Taft
209 E. Kern Street,
Taft, CA 93268

ARTICLE XXXII NON-DISCRIMINATION

In performing this Agreement, CONSULTANT shall not engage in, nor permit its agents to engage in, discrimination in employment of persons because of their race, religion, color, national origin, ancestry, age, physical handicap, medical condition, marital status, sexual gender or sexual orientation, except as permitted pursuant to Section 12940 of the Government Code.

ARTICLE XXXIII - FEDERAL EMERGENCY MANAGEMENT ADMINISTRATION REQUIREMENTS

In performing this Agreement, CONSULTANT, where applicable, warrants that he or she is familiar with and shall also comply with the following applicable laws and regulations:

1. Executive Order 11246 of September 24, 1965 entitled "Equal Employment Opportunity" as amended by Executive Order 11375 of October 13, 1967, and as supplemented in Department of Labor Regulations (41 CFR Chapter 60).

2. The Copeland "Anti-Kickback" Act (18 U.S.C. 874) as supplemented in Department of Labor regulations (29 CFR Part 3).
3. The Davis-Bacon Act (40 U.S.C. 276a to 276a-7) as supplemented by Department of Labor regulations (29 CFR Part 5).
4. Sections 103 and 107 of the Contract Work Hours and Safety Standards Act (40 U.S.C. 327-330) as supplemented by Department of Labor regulations (29 CFR Part 5).
5. All applicable standards, orders, or requirements issued under section 306 of the Clean Air Act (42 U.S.C. 1857(h)), Section 508 of the Clean Water Act (33 U.S.C. 1368), Executive Order 11738, and Environmental Protection Agency regulations (40 CFR part 15).
6. Compliance with the State of California's energy conservation plan issued in compliance with the Energy Policy and Conservation Act (Pub. L. 94-163, 89 Stat. 871). For breach or violation of any of CONSULTANT'S warranty or these compliance requirements, CITY shall have the right in its discretion; to terminate the Agreement without liability; to pay only for the value of the work actually performed; or to deduct from the Agreement price; or otherwise recover the full amount of such rebate, kickback or other unlawful consideration.

ARTICLE XXXIV DISADVANTAGED BUSINESS ENTERPRISES (DBE) PARTICIPATION

The CONSULTANT or subcontractor shall not discriminate on the basis of race, color, national origin, or sex in the performance of this Agreement. The CONSULTANT shall carry out applicable requirements of 49 CFR Part 26 in the award and administration of contracts. Failure by the CONSULTANT to carry out these requirements is a material breach of this Agreement, which may result in the termination of this Agreement or such other remedy, as the recipient deems appropriate. Use EXHIBIT 10-I Notice to Proposers Disadvantaged Business Enterprise Information and EXHIBIT 10-J Standard Agreement for Subcontractors/DBE Participation as applicable. The DBE goal for this project 0%.

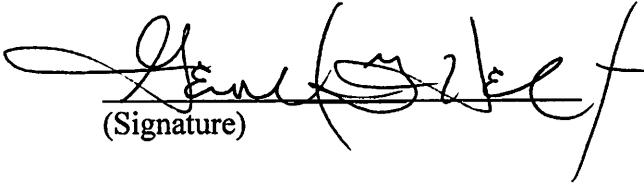
ARTICLE XXXV AGREEMENT

The two parties to this agreement, who are the before named CONSULTANT and the before named CITY, hereby agree that this agreement constitutes the entire agreement which is made and concluded in duplicate between the two parties. Both of these parties for and in consideration of the payments to made, conditions mentioned, and work to be performed; each agree to diligently perform in accordance with the terms and conditions of this agreement as evidenced by the signatures below.

ARTICLE XXXVI SIGNATURES

Consultant – Helt Engineering, Inc.

City of Taft


(Signature)

(Signature)

Gerald F. Helt
(Print Name, Title)

(Print Name, Title)

DATE 9-24-2013

DATE: _____

APPROVED AS TO FORM:

City Attorney

ATTEST:

City Clerk

FEE SCHEDULE

<u>PERSONNEL</u>	<u>RATE/HR.</u>
PROFESSIONAL ENGINEER, LAND SURVEYOR, ARCHITECT	\$ 125.00
SENIOR PROJECT MANAGER.....	\$ 120.00
PROJECT MANAGER	\$ 115.00
ASSISTANT PROJECT MANAGER.....	\$ 95.00

*** FIELD WORK – PREVAILING WAGE REQUIREMENTS**

CHIEF OF PARTY.....	\$ 135.00
CONSTRUCTION MANAGEMENT	\$ 135.00
INSTRUMENT MAN	\$ 125.00

ADDITIONAL

EXPENSES FOR WORK OUT OF TOWN	NO MARKUP. . .ACTUAL COST
AERIAL PROJECTS (HORIZONTAL/VERTICAL)	QUOTE PER JOB
MATERIALS, REPRODUCTIONS, BLUEPRINTS, EXPRESS MAIL ACTUAL COST/NO MARKUP

FREE SERVICES

FIELD LASER EQUIPMENT/TRIMBLE TOTAL STATION (GPS) & DATA COLLECTION COMPUTERS	NO CHARGE
IN-HOUSE COMPUTERS AND PLOTTERS.....	NO CHARGE
(MS-WINDOWS BASED SYSTEMS WITH ACAD, COGO, ASG, EARTHWORKS, DESIGN, DIGITAL TERRAIN MODELING, ETC.)	

*** Senate Bill #1999 requiring prevailing wage for public works projects funded with public funds.**

*** Any personnel performing field work will be billed at field work rate.**

NOTE: These fees subject to 30% surcharge for any work performed during overtime hours.



City of Taft Agenda Report

DATE: OCTOBER 1, 2013

TO: MAYOR LINDER AND COUNCIL MEMBERS

AGENDA MATTER:

RESOLUTION AUTHORIZING FINANCE DIRECTOR TO WRITE OFF A BUSINESS ASSISTANCE LOAN MADE TO WESTSIDE TECHNOLOGY, RADIO SHACK.

SUMMARY STATEMENT:

The City of Taft made a “Business Assistance” loan from the cities revolving loan fund (RLF Fund 40) on February 9, 2005. The original loan amount was \$69,000 and of that amount \$65,306.04 was received in payment and there is an outstanding balance of \$18,497.06 which includes interest and late fees.

On January 9, 2013, Westside Technology, Radio Shack, closed its doors and shortly thereafter filed for bankruptcy. The notice of discharge was received on August 20, 2013, and there were no funds available to pay down the debt.

RECOMMENDED ACTION:

Motion to adopt resolution entitled A RESOLUTION OF THE CITY COUNCIL OF THE CITY OF TAFT AUTHORIZING THE WRITING OFF A BUSINESS ASSISTANCE (TARP) LOAN TO WESTSIDE TECHNOLOGY, RADIO SHACK OF TAFT.

IMPACT ON BUDGET (Y/N): No

ATTACHMENT (Y/N): Yes, resolution and amortization schedule

PREPARED BY: *Teresa Binkley, Finance Director*

REVIEWED BY:

CITY CLERK	FINANCE DIRECTOR	CITY MANAGER
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RESOLUTION NO. _____

A RESOLUTION OF THE CITY COUNCIL OF THE CITY OF TAFT AUTHORIZING THE WRITING OFF A BUSINESS ASSISTANCE (TARP) LOAN TO WESTSIDE TECHNOLOGY, RADIO SHACK OF TAFT

Whereas, The City of Taft made a “business assistance” loan on February 9, 2005 to Tony Padilla Jr., who was doing business as Westside Technology, Radio Shack of Taft; and

Whereas, the loan amount was \$69,000 and of that \$65,306.04 was received in payments and there is an outstanding balance of \$18,497.06 which includes interest and late fees; and

Whereas, the Westside Technology closed its doors January 9, 2013 and filed for bankruptcy.

NOW, THEREFORE, BE IT RESOLVED by the City Council of the City of Taft authorized the Finance Director to write off \$18,497.06 in bad debt.

PASSED, APPROVED AND ADOPTED on this _____ day of _____, 2013

Paul Linder, Mayor

Attest:

Louise Hudgens, CMC
City Clerk

STATE OF CALIFORNIA }
COUNTY OF KERN }SS
CITY OF TAFT }

I, Louise Hudgens, City Clerk of the City of Taft, California, do hereby certify that the foregoing Resolution was duly and regularly introduced and adopted at a regular meeting thereof held on the _____ day of _____, 2013, by the following vote:

AYES: Councilmembers:
NOES: Councilmembers:
ABSENT: Councilmembers:
ABSTAIN: Councilmembers:

Louise Hudgens, CMC
City Clerk

LOAN PAYMENT AMORTIZATION SCHEDULE

BORROWER:	WESTSIDE TECHNOLOGY, RADIO SHACK OF TAFT	
LOAN SOURCE:	TARP-RLF	LOAN #: 05-RLF41-500
LOAN AMOUNT:	\$69,000.00	CONTRACT DATE: 02/09/05
INTEREST RATE:	5.00%	LATE FEE \$65.11
PAYMENT AMOUNT:	\$1,302.12	(PAYMENT TO START ON 3/25/2005)

PMT NO.	DUE DATE	PAYMENT		PAYMENT AMOUNT	LATE FEE (15 DAYS)	PRINCIPAL LOAN BALANCE	PRINCIPAL	INTEREST	UNPAID ACCRUED INTEREST
		DATE	AMOUNT DUE						
	BEGINNING BALANCE		10/26/2004			\$69,000.00			
1	03/25/05	03/28/05	\$1,302.12	\$1,302.12		\$67,985.38	\$1,014.62	\$287.50	
2	04/25/05	04/22/05	\$1,302.12	\$1,302.12		\$66,966.53	\$1,018.85	\$283.27	
3	05/25/05	05/31/05	\$1,302.12	\$1,302.12		\$65,943.44	\$1,023.09	\$279.03	
4	06/25/05	06/27/05	\$1,302.12	\$1,302.12		\$64,916.08	\$1,027.36	\$274.76	
5	07/25/05	07/26/05	\$1,302.12	\$1,302.12		\$63,884.45	\$1,031.64	\$270.48	
6	08/25/05	08/24/05	\$1,302.12	\$1,302.12		\$62,848.51	\$1,035.93	\$266.19	
7	09/25/05	09/26/05	\$1,302.12	\$1,302.12		\$61,808.26	\$1,040.25	\$261.87	
8	10/25/05	10/25/05	\$1,302.12	\$1,302.12		\$60,763.68	\$1,044.59	\$257.53	
9	11/25/05	11/28/05	\$1,302.12	\$1,302.12		\$59,714.74	\$1,048.94	\$253.18	
10	12/25/05	12/27/05	\$1,302.12	\$1,302.12		\$58,661.43	\$1,053.31	\$248.81	
11	01/25/06	01/25/06	\$1,302.12	\$1,302.12		\$57,603.73	\$1,057.70	\$244.42	
12	02/25/06	02/27/06	\$1,302.12	\$1,302.12		\$56,541.63	\$1,062.10	\$240.02	
13	03/25/06					\$56,777.22	\$0.00		\$235.59
14	04/25/06	04/03/06	\$1,302.12	\$1,302.12		\$55,711.67	\$1,065.55	\$236.57	
		04/28/06	\$1,302.12	\$1,302.12		\$54,409.55	\$1,302.12		
15	05/25/06	05/24/06	\$1,302.12	\$1,302.12		\$53,339.56	\$1,069.99	\$232.13	
16	06/25/06	06/27/06	\$1,302.12	\$1,302.12		\$52,259.69	\$1,079.87	\$222.25	
17	07/25/06					\$52,477.44	\$0.00		\$217.75
18	08/25/06	08/01/06	\$1,302.12	\$1,302.12		\$51,393.97	\$1,083.46	\$218.66	
19	09/25/06	09/01/06	\$1,302.12	\$1,302.12		\$50,306.00	\$1,087.98	\$214.14	
20	10/25/06	10/05/06	\$1,302.12	\$1,302.12		\$49,213.48	\$1,092.51	\$209.61	
21	11/25/06	11/01/06	\$1,302.12	\$1,302.12		\$48,116.42	\$1,097.06	\$205.06	
		11/28/06	\$1,302.12	\$1,302.12		\$46,814.30	\$1,302.12		
22	12/25/06	12/27/06	\$1,302.12	\$1,302.12		\$45,712.67	\$1,101.63	\$200.49	
23	01/25/07	01/29/07	\$1,302.12	\$1,302.12		\$44,601.01	\$1,111.65	\$190.47	
24	02/25/07	02/25/07	\$1,302.12	\$1,302.12		\$43,484.73	\$1,116.28	\$185.84	
25	03/25/07	03/26/07	\$1,302.12	\$1,302.12		\$42,363.80	\$1,120.93	\$181.19	
26	04/25/07	04/30/07	\$1,302.12	\$1,302.12		\$41,236.79	\$1,127.01	\$175.11	
27	05/25/07	05/30/07	\$1,302.12	\$1,302.12		\$40,106.49	\$1,130.30	\$171.82	
28	06/25/07	06/26/07	\$1,302.12	\$1,302.12		\$38,971.48	\$1,135.01	\$167.11	
29	07/25/07	07/31/07	\$1,302.12	\$1,302.12		\$37,831.74	\$1,139.74	\$162.38	
30	08/25/07					\$37,989.37	\$0.00		\$157.63
31	09/25/07	09/05/07	\$1,302.12	\$1,302.12		\$36,845.54	\$1,143.83	\$158.29	
32	10/25/07	10/02/07	\$1,302.12	\$1,302.12		\$35,696.94	\$1,148.60	\$153.52	
		10/29/07	\$1,302.12	\$1,302.12		\$34,394.82	\$1,302.12		
33	11/25/07					\$34,543.56	\$0.00		\$148.74
34	12/25/07	12/03/07	\$1,302.12	\$1,302.12		\$33,385.37	\$1,158.19	\$143.93	
35	01/25/08	01/04/08	\$1,302.12	\$1,302.12		\$32,222.36	\$1,163.01	\$139.11	
36	02/25/08	02/11/08	\$1,302.12	\$1,302.12		\$31,054.50	\$1,167.86	\$134.26	
37	03/25/08	03/10/08	\$1,302.12	\$1,302.12		\$29,881.77	\$1,172.73	\$129.39	
38	04/25/08	04/08/08	\$1,302.12	\$1,302.12		\$28,704.16	\$1,177.61	\$124.51	
39	05/25/08	05/07/08	\$1,302.12	\$1,302.12		\$27,521.64	\$1,182.52	\$119.60	
40	06/25/08	06/09/08	\$1,302.12	\$1,302.12		\$26,334.19	\$1,187.45	\$114.67	

LOAN PAYMENT AMORTIZATION SCHEDULE

BORROWER:	WESTSIDE TECHNOLOGY, RADIO SHACK OF TAFT	
LOAN SOURCE:	TARP-RLF	LOAN #: 05-RLF41-500
LOAN AMOUNT:	\$69,000.00	CONTRACT DATE: 02/09/05
INTEREST RATE:	5.00%	LATE FEE \$65.11
PAYMENT AMOUNT:	\$1,302.12	(PAYMENT TO START ON 3/25/2005)

PMT NO.	DUE DATE	PAYMENT		PAYMENT AMOUNT	LATE FEE (15 DAYS)	PRINCIPAL LOAN BALANCE	PRINCIPAL	INTEREST	UNPAID ACCRUED INTEREST
		DATE	AMOUNT DUE						
				96396-00003					
41	07/25/08	07/07/08	\$1,302.12	\$1,302.12		\$25,141.80	\$1,192.39	\$109.73	
42	08/25/08	08/11/08	\$1,302.12	\$1,302.12		\$23,944.44	\$1,197.36	\$104.76	
43	09/25/08	09/09/08	\$1,302.12	\$1,302.12		\$22,742.09	\$1,202.35	\$99.77	
44	10/25/08	10/09/08	\$1,302.12	\$1,302.12		\$21,534.72	\$1,207.36	\$94.76	
45	11/25/08	11/12/08	\$1,302.12	\$1,302.12		\$20,322.33	\$1,212.39	\$89.73	
46	12/25/08	12/08/08	\$1,302.12	\$1,302.12		\$19,104.89	\$1,217.44	\$84.68	
47	01/25/09	01/06/09	\$1,302.12	\$1,302.12		\$17,882.37	\$1,222.52	\$79.60	
48	02/25/09	02/13/09	\$1,302.12	\$1,302.12		\$16,654.76	\$1,227.61	\$74.51	
49	03/25/09	03/12/09	\$1,302.12	\$1,302.12		\$15,422.04	\$1,232.73	\$69.39	
50	04/25/09				\$65.11	\$15,551.41	\$0.00		\$64.26
51	05/25/09				\$65.11	\$15,681.31	\$0.00		\$64.80
52	06/25/09				\$65.11	\$15,811.76	\$0.00		\$65.34
53	07/25/09				\$65.11	\$15,942.75	\$0.00		\$65.88
54	08/25/09				\$65.11	\$16,074.29	\$0.00		\$66.43
55	09/25/09				\$65.11	\$16,206.38	\$0.00		\$66.98
56	10/25/09				\$65.11	\$16,339.02	\$0.00		\$67.53
57	11/25/09	11/03/09	\$1,302.12	\$651.06		\$15,756.04	\$582.98	\$68.08	
58	12/25/09	12/09/09	\$1,302.12	\$651.08		\$15,170.61	\$585.43	\$65.65	
59	01/25/10	01/05/10	\$1,302.12	\$651.08		\$14,582.74	\$587.87	\$63.21	
60	02/25/10				\$65.11	\$14,708.61	\$0.00		\$60.76
61	03/25/10				\$65.11	\$14,835.00	\$0.00		\$61.29
62	04/25/10				\$65.11	\$14,961.93	\$0.00		\$61.81
63	05/25/10				\$65.11	\$15,089.38	\$0.00		\$62.34
64	06/25/10	06/14/10	\$1,302.12	\$651.06		\$14,501.19	\$588.19	\$62.87	
65	07/25/10				\$65.11	\$14,626.72	\$0.00		\$60.42
66	08/25/10				\$65.11	\$14,752.78	\$0.00		\$60.94
67	09/25/10				\$65.11	\$14,879.36	\$0.00		\$61.47
68	10/25/10				\$65.11	\$15,006.46	\$0.00		\$62.00
69	11/25/10				\$65.11	\$15,134.10	\$0.00		\$62.53
70	12/25/10				\$65.11	\$15,262.27	\$0.00		\$63.06
71	01/25/11				\$65.11	\$15,390.97	\$0.00		\$63.59
72	02/25/11				\$65.11	\$15,520.21	\$0.00		\$64.13
73	03/25/11	03/22/11	\$1,302.12	\$200.00		\$15,384.88	\$135.33	\$64.67	
74	04/25/11				\$65.11	\$15,514.09	\$0.00		\$64.10
75	05/25/11				\$65.11	\$15,643.84	\$0.00		\$64.64
76	06/25/11				\$65.11	\$15,774.14	\$0.00		\$65.18
77	07/25/11				\$65.11	\$15,904.97	\$0.00		\$65.73
78	08/25/11				\$65.11	\$16,036.35	\$0.00		\$66.27
79	09/25/11				\$65.11	\$16,168.28	\$0.00		\$66.82
80	10/25/11				\$65.11	\$16,300.76	\$0.00		\$67.37
81	11/25/11				\$65.11	\$16,433.79	\$0.00		\$67.92
82	12/25/11				\$65.11	\$16,567.37	\$0.00		\$68.47
83	01/25/12				\$65.11	\$16,701.51	\$0.00		\$69.03
84	02/25/12				\$65.11	\$16,836.21	\$0.00		\$69.59

LOAN PAYMENT AMORTIZATION SCHEDULE

BORROWER:	WESTSIDE TECHNOLOGY, RADIO SHACK OF TAFT	
LOAN SOURCE:	TARP-RLF	LOAN #: 05-RLF41-500
LOAN AMOUNT:	\$69,000.00	CONTRACT DATE: 02/09/05
INTEREST RATE:	5.00%	LATE FEE \$65.11
PAYMENT AMOUNT:	\$1,302.12	(PAYMENT TO START ON 3/25/2005)

PMT NO.	DUE DATE	PAYMENT		PAYMENT AMOUNT	LATE FEE (15 DAYS)	PRINCIPAL LOAN BALANCE	PRINCIPAL	INTEREST	UNPAID ACCRUED INTEREST
		DATE	AMOUNT DUE						
85	03/25/12				\$65.11	\$16,971.47	\$0.00		\$70.15
86	04/25/12				\$65.11	\$17,107.30	\$0.00		\$70.71
87	05/25/12				\$65.11	\$17,243.69	\$0.00		\$71.28
88	06/25/12				\$65.11	\$17,380.65	\$0.00		\$71.85
89	07/25/12				\$65.11	\$17,518.18	\$0.00		\$72.42
90	08/25/12				\$65.11	\$17,656.28	\$0.00		\$72.99
91	09/25/12				\$65.11	\$17,794.96	\$0.00		\$73.57
92	10/25/12				\$65.11	\$17,934.21	\$0.00		\$74.15
93	11/25/12				\$65.11	\$18,074.05	\$0.00		\$74.73
94	12/25/12				\$65.11	\$18,214.47	\$0.00		\$75.31
95	01/25/13				\$65.11	\$18,355.47	\$0.00		\$75.89
96	02/25/13				\$65.11	\$18,497.06	\$0.00		\$76.48



City of Taft Agenda Report

DATE: October 1, 2013

TO: MAYOR LINDER AND COUNCIL MEMBERS

AGENDA MATTER:

RV PARKING FOR 1963 TUHS CLASS REUNION ON RAILS TO TRAILS

SUMMARY STATEMENT:

Taft Union High School class of 1963 has requested use of the Rails to Trails for RV Parking during their October 11-12, 2013 class reunion. The corner of Supply Row and Sixth Street across from the Oilworker Monument has been selected as an appropriate site for the approximately 5-6 RV's that will use the area. The RVer's understand that it would be dry-camping, that they would be expected to leave the area clean, and that they could use the City dump station at Veterans Park to empty any waste water.

The request to place on the agenda was made by Councilmember Miller with concurrence by Mayor Linder.

RECOMMENDED ACTION:

MOTION TO APPROVE RV PARKING FOR 1963 TUHS CLASS REUNION ON RAILS TO TRAILS ON OCTOBER 11-12, 2012.

IMPACT ON BUDGET (Y/N): No.

ATTACHMENT (Y/N): No.

PREPARED BY: City Clerk

REVIEWED BY:

CITY CLERK	FINANCE DIRECTOR	CITY MANAGER
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City of Taft Agenda Report

DATE: OCTOBER 1, 2013
TO: MAYOR LINDER AND COUNCIL MEMBERS

AGENDA MATTER:

RESOLUTION AUTHORIZING CITY MANAGER AND/OR FINANCE DIRECTOR TO SUBMIT APPLICATION AND ENTER INTO GRANT AGREEMENT IN THE AMOUNT OF \$7,505.94 UNDER PROP 1B FUNDING, CALIFORNIA TRANSIT SECURITY GRANT PROGRAM.

SUMMARY STATEMENT:

Highway Safety, Traffic Reduction, Air Quality and Port Security Bond Act of 2006, approved by the voters as Proposition 1B at the November 7, 2006 general election, authorized the issuance of general obligation bonds for specified purposes, including grants for transit security.

The City of Taft desires to apply for said financial assistance to purchase security cameras at bus stops and the park & ride located at City Hall to ensure riders safety.

RECOMMENDED ACTION:

Motion to adopt resolution entitled **A RESOLUTION OF THE CITY COUNCIL OF THE CITY OF TAFT AUTHORIZING THE CITY MANAGER AND/OR THE FINANCE DIRECTOR TO SUBMIT AN APPLICATION AND ENTER INTO A GRANT AGREEMENT IN THE AMOUNT OF \$7,505.94 FOR THE STATE OF CALIFORNIA, FUNDING UNDER PROPOSITION 1B, PROVIDED BY CALIFORNIA GOVERNOR'S OFFICE OF EMERGENCY SERVICES UNDER THE CALIFORNIA TRANSIT SECURITY GRANT PROGRAM (CTSGP)**

IMPACT ON BUDGET (Y/N): No

ATTACHMENT (Y/N): Yes, resolution and Authorized Agent Signature Authority

PREPARED BY: *Teresa Binkley, Finance Director*

REVIEWED BY:

CITY CLERK	FINANCE DIRECTOR	CITY MANAGER
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RESOLUTION NO. _____

A RESOLUTION OF THE CITY COUNCIL OF THE CITY OF TAFT AUTHORIZING THE CITY MANAGER AND/OR THE FINANCE DIRECTOR TO SUBMIT AN APPLICATION AND ENTER INTO A GRANT AGREEMENT IN THE AMOUNT OF \$7,505.94 FOR THE STATE OF CALIFORNIA, FUNDING UNDER PROPOSITION 1B, PROVIDED BY CALIFORNIA GOVERNOR'S OFFICE OF EMERGENCY SERVICES UNDER THE CALIFORNIA TRANSIT SECURITY GRANT PROGRAM (CTSGBP)

Whereas, the Highway Safety, Traffic Reduction, Air Quality, and Port Security Bond Act of 2006 authorizes the issuance of general obligation bonds for specified purposes, including, but not limited to, funding made available for capital projects that provide increased protection against security and safety threats, and for capital expenditures to increase the capacity of transit operators to develop disaster response transportation systems; and

Whereas, the California Governor's Office of Emergency Services (Cal OES) administers such funds deposited in the Transit System Safety, Security, and Disaster Response Account under the California Transit Security Grant Program (CTSGBP); and

Whereas, the City of Taft is eligible to receive CTSGBP funds; and

Whereas, the City of Taft will apply for [FY2011/2012] CTSGBP funds in an amount up to \$7,505.94 for Security Cameras at bus stops and park and ride located at City Hall to ensure rider safety and

Whereas, City of Taft recognizes that it is responsible for compliance with all Cal OES CTSGBP grant assurances, and state and federal laws, including, but not limited to, laws governing the use of bond funds; and

Whereas, Cal OES requires City of Taft to complete and submit a Governing Body Resolution for the purposes of identifying agent(s) authorized to act on behalf of City of Taft to execute actions necessary to obtain CTSGBP funds from Cal OES and ensure continued compliance with Cal OES CTSGBP assurances, and state and federal laws.

NOW, THEREFORE, BE IT RESOLVED by the City Council of the City of Taft that Craig Jones, City Manager and/or Teresa Binkley, Finance Director, is hereby authorized to execute for and on behalf of City of Taft a public entity established under the laws of the State of California, any actions necessary for the purpose of obtaining financial assistance provided by the California Governor's Office of Emergency Services under the CTSGBP.

PASSED, APPROVED AND ADOPTED on this ____ day of _____, 2013

Paul Linder, Mayor

Attest:

Louise Hudgens, CMC
City Clerk

RESOLUTION NO: _____

Page 2 of 2

STATE OF CALIFORNIA }
COUNTY OF KERN }SS
CITY OF TAFT }

I, Louise Hudgens, City Clerk of the City of Taft, California, do hereby certify that the foregoing Resolution was duly and regularly introduced and adopted at a regular meeting thereof held on the _____ day of _____, 2013, by the following vote:

AYES: Councilmembers:
NOES: Councilmembers:
ABSENT: Councilmembers:
ABSTAIN: Councilmembers:

Louise Hudgens, CMC
City Clerk

Authorized Agent Signature Authority

AS THE MAYOR
(Chief Executive Officer / Director / President / Secretary)

OF THE CITY OF TAFT
(Name of State Organization)

I hereby authorize the following individual(s) to execute for and on behalf of the named state organization, any actions necessary for the purpose of obtaining state financial assistance provided by the California Governor's Office of Emergency Services.

CRAIG JONES, CITY MANAGER, OR
(Name or Title of Authorized Agent)

TERESA BINKLEY, FINANCE DIRECTOR, OR
(Name or Title of Authorized Agent)

(Name or Title of Authorized Agent)

Signed and approved this 1ST day of OCTOBER, 2013

PAUL LINDER
(Signature)



City of Taft Agenda Report

DATE: October 1, 2013

TO: MAYOR LINDER AND COUNCIL MEMBERS

AGENDA MATTER:

RATIFY APPROVAL OF CCF CONTRACT, AS AMENDED, BETWEEN THE CITY OF TAFT AND COUNTY OF LOS ANGELES

SUMMARY STATEMENT:

At a special meeting of the Taft City Council on August 13, 2012, Taft City Council approved an agreement with the County of Los Angeles for Housing inmates in the City of Taft Community Correctional Facility. At that same meeting, Council also approved an agreement for medical and dental services with the Westside Health Care District.

On Tuesday, September 24, 2013, the Los Angeles County Board of Supervisors approved of the above contract with some revisions. In order to proceed with establishing position classifications, salary ranges and preparing for the re-opening of the facility, it is necessary for Council to approve the changes and authorize signing of the contract.

RECOMMENDED ACTION:

MOTION TO APPROVE CHANGES AND AUTHORIZE SIGNING OF A CONTRACT BETWEEN THE CITY OF TAFT AND COUNTY OF LOS ANGELES FOR HOUSING OF LOW LEVEL INMATES IN THE TAFT COMMUNITY CORRECTIONAL FACILITY

IMPACT ON BUDGET (Y/N): YES, Contract with Los Angeles will offset any costs.

ATTACHMENT (Y/N): NO. (copies of Contract signed by County of Los Angeles representatives available at meeting)

PREPARED BY: City Clerk

REVIEWED BY:

CITY CLERK	FINANCE DIRECTOR	CITY MANAGER
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City of Taft Agenda Report

DATE: October 1, 2013

TO: MAYOR LINDER AND COUNCIL MEMBERS

AGENDA MATTER:

ESTABLISH JOB CLASSIFICATIONS AND COMPENSATION FOR THE RE-OPENING OF THE TAFT COMMUNITY CORRECTIONAL FACILITY

SUMMARY STATEMENT:

The County of Los Angeles has approved an agreement to house inmates in the City of Taft Correctional Facility. Upon your approval of the agreement, it is necessary to establish job classifications and corresponding salary ranges. As part of this action, it is recommended to authorize eight (8) positions classified as Senior Correctional Officer for the purpose of re-opening the facility. This classification is a transitional classification and upon Senior Correctional Officer position becoming vacant, the position will revert to Correctional Officer. The recommended job descriptions and salary ranges and number of positions in each classification are attached.

Benefits for positions associated with the Correctional Facility are recommended to be the same as those by existing city employees, including vacation and sick leave. All employees are required to pay the employees share of CalPers (Currently 7%). Holidays for employees in classifications directly related to the inmate security will be compensated at the straight time rate of eight (8) hours per month in-lieu of City observed Holidays.

RECOMMENDED ACTION:

MOTION TO APPROVE THE JOB CLASSIFICATIONS, DESCRIPTIONS AND ALLOCATION OF POSITIONS AT FOR THE CORRECTIONAL FACILITY

IMPACT ON BUDGET (Y/N): YES, Contract with Los Angeles will offset any costs.

ATTACHMENT (Y/N): YES; Job Descriptions and Resolution

PREPARED BY: Lonny Boyer, Director of Human Resources/Asst. City Manager

REVIEWED BY:

CITY CLERK	FINANCE DIRECTOR	CITY MANAGER

**A RESOLUTION OF THE CITY COUNCIL OF THE CITY OF TAFT
AMENDING THE POSITION CLASSIFICATION PLAN
AND ESTABLISHING CORRESPONDING COMPENSATION RATES**

WHEREAS, pursuant to Section 1-10-5, Taft Municipal Code, the City Council may adopt rules and regulations for the administration of the personnel system, including establishing position classifications and range changes; and

WHEREAS, the City Council wishes to amend the Position Classification Plan and establish corresponding compensation rules pursuant thereto.

NOW, THEREFORE, BE IT RESOLVED by the City Council of the City of Taft that:

Section 1. The Position Classification Plan is hereby amended to add following positions effective October 1, 2013

<u>Number</u>	<u>Position Title</u>	<u>Salary Range</u>
36	Correctional Officer	31.5
8	Senior Correctional Officer	34.1
5	Correctional Sergeant	37.5
5	Correctional Lieutenant	42.5
1	Correctional Captain	51.4
1	Correctional Facility Manager	63.9
1	Office Assistant I/II	21.1/23.1
1	Accountant I/II	42.8/46.7
1	Correctional Maintenance Supervisor	43.6
3	Correctional Program Instructor	37.7

PASSED, APPROVED AND ADOPTED on this ____ day of _____, 2013

Paul Linder, Mayor

Attest:

Louise Hudgens, CMC
City Clerk

STATE OF CALIFORNIA }
COUNTY OF KERN }SS
CITY OF TAFT }

I, Louise Hudgens, City Clerk of the City of Taft, California, do hereby certify that the foregoing Resolution was duly and regularly introduced and adopted at a regular meeting thereof held on the _____ day of _____, 2013, by the following vote:

AYES: Councilmembers:
NOES: Councilmembers:
ABSENT: Councilmembers:
ABSTAIN: Councilmembers:

Louise Hudgens, CMC, City Clerk

CITY OF TAFT

CLASS TITLE: CORRECTIONAL FACILITY MANAGER

Salary Range 63.9
\$3078-3741 Bi-weekly

BASIC FUNCTION:

Under general direction of the Police Chief manages the daily operational functions of the Correctional Facility, including but not limited to management over all programs and staff and leads operations and activities of the Correctional Facility. Provides direction to meet department and City goals and to coordinate with other service areas, agencies, boards, commissions and the public, and performs other job related work as required.

This position is designated as exempt under the Fair Labor Standards Act (FLSA).

This is a management classification responsible for the organizational component(s) and programs/functions of the Correctional Facility and allied functions as determined by Police Chief. Exercises policy development and promulgation responsibilities for program/functional areas. Demonstrates professional competence while working as a team member and exercises independent judgment in a number of confidential and sensitive areas. Duties and responsibilities are performed in accordance with municipal codes, ordinances, City policy, federal, and state regulating entities.

SUPERVISION RECEIVED AND EXERCISED

Works under the general direction of the Police Chief. Exercises general supervision of the custodial, security and management staff of the Correctional Facility.

ESSENTIAL DUTIES AND RESPONSIBILITIES

- Manages the Taft Correctional Facility and all personnel and programs that are a part of the facility in conformance with Federal, State, and local laws and in compliance with the operating contract for the facility with the City.
- Exercises general supervision of the Correctional Facility with regards to performance and misconduct and takes necessary action to insure a proper performance of duties or conduct by all subordinate members of the facility as assigned.
- Plans, organizes, directs and evaluates all aspects of the correctional program such as custody and security, program areas such as classification, appeals, inmate work training, academic and vocational programs, religious and library services. Coordinates all activities with other facility programs.
- Plans, organizes, directs and evaluates the maintenance of the facility, repair and replacement of equipment, laundry and medical operations, food service, inmate canteen, and recreation yard activities.
- Responsible for coordinating the fiscal management of the Correctional Facility with the City's Finance Department.
- Oversees the food service operation and manages the food service contract.

- Provides management direction to activities relating to the effective utilization of personnel, facilities and equipment.
- Develops and reviews policies, rules and procedures for effective operation of the Facility.
- Confers with and makes recommendations to the Police Chief regarding projects and programs and assists in the development and implementation of City's strategic plan.
- Makes presentations before various groups, including City Council, commissions, boards, committees, task forces, and on and off-site public meetings; participates in community events.
- Supervises staff including provision of timely performance evaluations; recommends and implements approved discipline; provides staff development; and maintains high standards necessary for efficient, professional operations.
- Answers difficult questions; provides information to the public, other City departments, and other agencies; recommends and coordinates corrective actions; investigates, reports, documents and resolves complaints.
- Builds and maintains respectful, positive working relationships with staff, supervisors, outside agencies and the public and provides effective conflict resolution, as needed.
- Attends assigned meetings and training and conferences; interacts with outside agencies and commissions; participates in teams, or committees, or associations, as needed.
- Assures staff works in a safe manner; follows safety requirements; monitors and assures compliance with regulations and other legal requirements.

KNOWLEDGE AND ABILITIES

Knowledge of:

- Modern operating principles, practices and techniques of Correctional Facility operations.
- Modern principles and practices of correctional administration and criminology, including the principles and procedures of inmate classification, assignment, and transfer.
- California laws pertaining to prisons and parole.
- Principles and applications of effective budget preparation and control, personnel management and supervision, personnel training, safety practices, public administration, and business management of a large organization in an institution setting.
- Purposes, activities, regulations, and functions of the California Department of Corrections and the Board of Prison terms.
- Problems involved and methods used in the custody, control and adjustment of anti-social behavior.
- Requirements for institutional food service, plant maintenance, education programs and group activities.
- Use and maintenance of Corrections equipment and apparatus.

- Codes, regulations, criminal laws and ordinances related to Correctional Facilities.
- Modern office procedures, and methods including computer equipment, word processing, spread sheet, data base, graphic presentations and other needed specialized software applications, and internet and electronic communication usage and methods.
- Principles and practices of supervision, staff selection, motivation, training and personnel management.
- Principles of effective public speaking, conflict resolution and excellent customer service.

Ability to:

- Effectively formulate, organize and manage sound divisional policy in the areas of police law enforcement and crime prevention.
- Interact with citizens and employees in an effective way that produces positive results.
- Supervise the management of major incidents.
- Analyze situations accurately and swiftly, and adopt an effective course of action.
- Plan for major events and tactical situations.
- Be perceptive and innovative in the prediction and recognition of trends and problems and in the analysis and development of solutions to problems.
- Work well under pressure; work such hours as are necessary to accomplish the job including remaining on-call 24 hours a day; travel out of the area during or after work hours.
- Understand and communicate state and federal regulations, laws, codes, policies and solutions.
- Delegate authority and responsibility as well as schedule and program work.
- Work with and control sensitive and confidential information.
- Plan, initiate, and manage complete complex and multiple simultaneous work assignments; set priorities and organize work to meet deadlines.
- Lead, manage, evaluate and train personnel effectively and maintain discipline.
- Organize, implement and direct departmental goals within City objectives.
- Manage, project and administer a budget.
- Establish and maintain respectful, effective and cooperative working relationships with those contacted in the course of work.
- Communicate effectively, orally, electronically and in writing.

DESIRED MINIMUM QUALIFICATIONS

Education and Experience:

Any combination of experience and education that would be likely to provide the required knowledge, skills, and abilities could be qualifying, as determined by the City. A typical way would be:

Graduation from an accredited four-year college or university, and

Five (5) years administrative and supervisory experience in correctional administration for adults, with responsibility for managing a correctional facility or a major program such as custody and casework in a capacity comparable to Correctional Administrator with the California Department of Corrections.

SPECIAL REQUIREMENTS

Possess and maintain a Valid State Driver's License.

Ability to pass an extensive background investigation.

TOOLS AND EQUIPMENT USED

Motor vehicle, mobile radio, first aid equipment, personal computer including word processing software copy and fax machine.

PHYSICAL DEMANDS

The physical demands described here are representative of those that must be met by an employee to successfully perform the essential functions of this job. Reasonable accommodations may be made to enable individuals with disabilities to perform the essential functions.

While performing the duties of this job, the employee is frequently required to sit and talk or hear. The employee is occasionally required to stand; walk; use hands to finger, handle, or feel objects, tools, or controls; and reach with hands and arms; climb or balance; stoop, kneel, crouch, or crawl.

The employee must occasionally lift and/or move more than 50 pounds. Specific vision abilities required by this job include close vision, distance vision, color vision, peripheral vision, depth perception, and the ability to adjust focus.

WORK ENVIRONMENT

The work environment characteristics described here are representative of those an employee encounters while performing the essential functions of this job.

This position is assigned to and works in a Correctional Facility as is frequently among inmates. While performing the duties of this job, the employee occasionally works in outside weather conditions. The employee occasionally works near moving mechanical parts and is occasionally exposed to wet and/or humid conditions, fumes or airborne particles, toxic or caustic chemicals, cold, heat, and vibration.

The noise level in the work environment is usually moderate.

CITY OF TAFT

CLASS TITLE: CORRECTIONAL LIEUTENANT

SALARY RANGE 42.5
\$1803.84-\$2192.58 Bi-weekly

BASIC FUNCTION:

The Correctional Lieutenant acts as Facility Watch Commander and is responsible for the management and supervision of Correctional Sergeants, Senior Correctional Officers, Correctional Officers and related support staff. Handles, controls, and oversees inmates; performs related duties as required.

Incumbents in this classification are designated as Sworn Peace Officers while on duty and all incumbents will perform related work and other duties as required. Specific duties and/or assignment areas may be assigned to positions in this classification by the Facility Manager.

Work performed by the incumbents in this class is confined to the Correctional facility and work crews for contracting agencies and while it may involve interrogations and arrests within the facilities or contracting agencies work crews it does not involve field activities such as patrol and investigations.

REPORTS TO

Correctional Captain

SUPERVISES

Correctional Sergeants, Senior Correctional Officers, Correctional Officers; Correctional Program Instructors; and related support staff.

ESSENTIAL DUTIES AND RESPONSIBILITIES

The following typical tasks and responsibilities are representative of the position's essential duties. They are descriptive, not limiting. Employees are expected to perform a variety of other duties as assigned:

- Serves as facility watch commander manager and plans, directs and coordinates the work and shift schedules of assigned personnel.
- Reviews and evaluates work of Correctional Sergeants, Senior Correctional Officers, and Correctional Officers, and issues instructions and procedures.
- Issues appropriate disciplinary actions to subordinate staff as necessary.
- Confers with superiors on security and maintains time and attendance records.
- Maintains proper staffing levels in compliance with applicable laws and regulations.
- Reviews complaints and recommends appropriate action.
- Participates in law enforcement and jail management conferences as required.

- Establishes and maintains functional working relationships with other City department and governmental agencies; attends meetings and participates in committees.
- Prepares comprehensive and specialized reports as required.
- Assists in the review and update of policies and procedures and confers with command staff.
- Assists in training Correctional and related support staff.
- Oversees various prisoner activities including but not limited to the following: work assignments, meals, bathing, dressing, recreation, and sleeping.
- Locks and unlocks secured areas; takes and verifies inmate counts, location and status of inmates; counts and logs keys.
- Maintains prisoner control and discipline through visual checks, facility and body searches, audio and video monitoring of activities, and the use of physical force when necessary.
- Prepares appropriate documentation and performs procedures involving the intake, transfer, and release of inmates.
- Receives, accounts for, and releases inmate cash and property; maintains inmate property records as needed.
- Answers inquiries for information, in person or over the telephone, concerning inmates and general facility procedures.
- Searches articles left by visitors for inmates; watches for potential disturbances, reports emergencies, dispatches assistance and investigates disturbances.
- Writes reports dealing with inmate behavior and officer response; admits, releases and logs inmate visitors; screens visitors and supervises visits.
- Inspects inmate mail, checks for contraband, and prepares receipts for money and property.
- Per doctor's orders, dispenses medicine and maintains security of medication as necessary.
- Escorts prisoners to and from assigned activities and transports records and files as needed.
- Verifies identity of individuals entering and leaving the facility.
- Administers first aid and C.P.R.; extinguishes small fires; deals with evacuating inmates; searches for missing or escaped inmates;
- Attends meetings and reads logs, reports, memos and court documents.
- Handles complex and difficult cases involving inmate supervision, custody, and security.

- Responds to emergency radio calls and investigates incidents, crimes, disturbances, disputes, fights, abuse of drugs, etc., among prisoners. Takes appropriate law enforcement action.
- Coordinates and supervises activities with other officers and other law enforcement agencies, as needed.
- Maintains assigned equipment, supplies and facilities.
- Maintains contact with general public, court officials, and other City officials in the performance of operating activities.

Necessary Knowledge, Skills and Abilities:

- Knowledge and ability to supervise and train other personnel.
- Knowledge of inmates behaviors in a custody setting and of the principles of corrections.
- Knowledge of the rules, regulations and guidelines applicable to a correctional facility.
- Ability to supervise and perform using considerable independence and judgment.
- Ability to plan and direct an even flow of work and to maintain effective working relationships with fellow employees, officials and the public.
- Ability to apply applicable laws, ordinances, and department rules and regulations.
- Ability to communicate effectively orally and in writing.
- Ability to exercise sound judgment in evaluating situations and in making decisions in emergency and non-emergency situations.
- Identify, analyze and solve problems in a correctional setting;
- Instruct and direct subordinates in all phases of jail operations.
- Effectively deploy personnel and train, supervise and evaluate the performance of subordinates.
- Effectively direct and control staff in emergency situations.
- Establish and maintain working relationships with subordinates, the public and other agencies.
- Prepare and maintain accurate reports.
- Analyze and interpret data from a variety of sources and formulate appropriate conclusions.

DESIRED MINIMUM QUALIFICATIONS

Education and Experience:

One (1) year experience as a Correctional Sergeant with a City, County or State Agency, or three (3) years experience as a Sworn Peace Officer with a City, County, or State Agency.

Must have successfully completed, or complete within one year from time of hire, a BOC/STC Certified Correctional Officer Core Course (minimum 116 hours) and a minimum of 24 hours of training pursuant to Section 832 of the California Penal Code.

Must possess and maintain valid State of California driver's license.

Physical Requirements:

Must be at least 20 years of age

Vision correctable to 20/30.

Must successfully complete a pre-employment physical with the City physician.

Special Requirement:

Applicants for this classification will be required to pass a Background and Physical Agility Tests.

TOOLS AND EQUIPMENT USED

Operates a variety of office and facility equipment including audio and video devices, calculators, typewriters, word processors and other computer-related equipment, telephone/intercom equipment, first aid equipment, copy machine.

POSITIONS IN THIS CLASSIFICATION WILL BE SUBJECT TO PRE-EMPLOYMENT, POST-ACCIDENT, REASONABLE SUSPICION, RANDOM AND RETURN-TO-DUTY DRUG AND ALCOHOL TESTING PURSUANT TO THE PROVISIONS OF THE CITY OF TAFT DRUG AND ALCOHOL TESTING POLICY

Incumbents in this classification serve a twelve (12) month Probationary Period during which they may be dismissed at any-time without reason or cause

CITY OF TAFT

CLASS TITLE: CORRECTIONAL SERGEANT

Salary Range 37.5
\$1592.13-\$1935.25 Bi-weekly

BASIC FUNCTION:

Under general direction, the Correctional Sergeant supervises staff personnel on an assigned shift engaged in the care and custody of incarcerated adult prisoners incarcerated. The Correctional Sergeant assists with training and orientation of new Correctional Sergeant staff; provide lead direction in the absence of the Lieutenant and coordinates and supervises special assignments. Incumbents in this classification are designated as Sworn Peace Officers while on duty and all incumbents will perform related work and other duties as required. Specific duties and/or assignment areas may be assigned to positions in this classification by the Facility Manager.

Correctional Sergeants are responsible to the shift Lieutenant for the daily operation of the facility. Incumbents may also supervise other supporting staff, provide lead direction on special projects, and perform the more complex duties as assigned. Work performed by the incumbents in this class is confined to the Correctional facility and work crews for contracting agencies and while it may involve interrogations and arrests within the facilities or contracting agencies work crews it does not involve field activities such as patrol and investigations.

REPORTS TO:

Correctional Lieutenant

SUPERVISES:

Correctional Officers, Senior Correctional Officers, and other support staff as assigned.

ESSENTIAL FUNCTIONS AND RESPONSIBILITIES:

Duties may include, but are not limited to the following:

- Supervises, maintains security and conduct of inmates in cells, during meals, bathing, at recreation, during visitations, and on work and other assignments.
- Promotes acceptable attitudes and behaviors of inmates; assists them to adjust to confinement setting.
- Receives the personal property of inmates; returns personal property to inmates on discharge.
- Effectively uses the techniques and methods employed in searching inmates for contraband, weapons, or use of narcotics.
- Makes felony arrests of incarcerated individuals.
- Testify in court and/or disciplinary boards on various cases.
- Dispenses insulin and other pre-packaged medications.
- Investigates crimes and incidents within the facility and collects and secures evidence.

- Supervises inmates and visitors during visiting hours.
- Supervises periodic block security checks; performs strip searches of inmates.
- Releases prisoners from detention facilities on proper authorization and returns articles of clothing.
- May interview for Work Release Programs and overview inmates in the Work Furlough and Work - in-Lieu other programs.
- May follow up with the agencies using the Work Release Program inmates and handle any problem with the inmates or questions from the employers.
- Supervising Correctional Officers and other supporting staff.
- Assign duties, train employees, evaluate performance; provide information to resolve problem situations.
- Establish and maintain appropriate levels of employee conduct.
- Determine and apply internal disciplinary procedures for inmates.
- Develop and implement a daily operational plan and maintain a daily facility routine.
- Supervise inmates engaged in recreational and work activities; administers first aid.
- Provide information related to procedural and operational changes to Correctional Officers.
- Review and maintain records; inmates' finances, personal property, inmate sentence calculations, daily activity logs, materials and supplies; Write and review reports of activities and incidents.
- Takes necessary action and alerts proper authorities in emergency situations.
- Acts as liaison between facility management and staff.
- Insures good relations, with visitors through staff management and interaction with the public.
- Physically restrain prisoners.
- Receive and classify prisoners
- Assist in training and orientation of new Correctional staff.
- Provide lead direction in the absence of the Lieutenant.
- May perform other special projects or assignments.
- Performs all duties in conformance to appropriate safety and security standards.

KNOWLEDGE AND ABILITIES

Knowledge of:

- Purposes and methods of disciplining as applied to persons under restraint.
- Procedures for receiving, caring for and releasing inmates.
- Court procedures and court calendar.

- California Title 15 and related Codes.
- Rules and regulations of the Correctional Facility.
- Record keeping methods.
- Basic supervision techniques.
- Related work hazards and appropriate safety practices for the job related duties.

Ability to:

- Maintain a secure facility and maintain control of inmates while providing for their health and welfare within the limitations of the law and directives.
- Operate a personal computer and other office equipment.
- Control, direct and instruct inmates individually and in groups.
- Remember names, faces and incidents.
- Physically restrain prisoners.
- Interpret and enforce institutional rules and regulations with firmness, tact and impartiality.
- Analyze situations accurately and adopt quick effective courses of action.
- Promote socially acceptable attitudes and behavior among inmates.
- Keep records and write reports.
- Supervise, schedule, and train subordinate employees.
- Perform critical incident assessments.
- Establish and maintain cooperative relationships with those contacted during the course of work.
- Effectively supervise and direct assigned staff.
- Kneel, bend, twist, squat, balance and crawl.
- Conduct activities on uneven surfaces under various environmental conditions.
- Frequent use of hand-eye coordination; normal dexterity, frequent holding and grasping.

DESIRED MINIMUM QUALIFICATIONS

Education and Experience:

Two (2) years experience as a Correctional Officer or Sworn Peace Officer with a City, County, or State Agency.

Must have successfully completed a BOC/STC Certified Correctional Officer Core Course (minimum 116 hours) and a minimum of 24 hours of training pursuant to Section 832 of the California Penal Code.

Possess and maintain valid First Aid and CPR Certificates.

Physical Requirements:

Must be at least 20 years of age

Vision correctable to 20/30.

Must successfully complete a pre-employment physical with the City physician.

Education:

Equivalent to graduation from high school or GED **and** Completion of a departmental approved supervisory course.

License:

Possess and maintain a valid California Driver's license.

Special Requirement:

Applicants for this classification will be required to pass a Background and Physical Agility Tests.

POSITIONS IN THIS CLASSIFICATION WILL BE SUBJECT TO PRE-EMPLOYMENT, POST-ACCIDENT, REASONABLE SUSPICION, RANDOM AND RETURN-TO-DUTY DRUG AND ALCOHOL TESTING PURSUANT TO THE PROVISIONS OF THE CITY OF TAFT DRUG AND ALCOHOL TESTING POLICY

Incumbents in this classification serve a twelve (12) month Probationary Period during which they may be dismissed at any-time without reason or cause.

**CITY OF TAFT
SENIOR CORRECTIONAL OFFICER**

GENERAL PURPOSE

Salary Range 34.1

\$1462.55 - \$1777.74 Bi-weekly

This classification is responsible to supervises inmates and a variety of inmate activities in a detention facility. Maintains security and monitors inmate behavior and performs related duties as required. Positions classified as Senior Correctional Officer are designated as special lead position for the purpose of re-opening the facility. The incumbents preform all duties or the Correctional Officer classification as well as providing lead direction to new Correctional Officers and support staff where needed or as directed by the Facility Manger. This classification is a transitional classification and upon a position in this classification becoming vacant, the position will revert to Correctional Officer.

Specific duties and/or assignment areas may be assigned to positions in this classification by the Facility Manager.

SUPERVISION RECEIVED

Works under the general supervision of the Correctional Lieutenant and/or Correctional Sergeant.

SUPERVISION EXERCISED

Supervises inmates in a custody setting and may provide lead direction to Correctional Officers

ESSENTIAL DUTIES AND RESPONSIBILITIES

The following typical tasks and responsibilities are representative of the position's essential duties. They are descriptive, not limiting. Employees are expected to perform a variety of other duties as assigned:

- Escorts inmates to desired locations inside and outside the facility and locks and unlocks secured areas.
- Keeps records on inmate movement, personal data, activities and authorized visitors.
- Takes and verifies inmate counts, location and status of inmates; counts and logs keys.
- Deals with evacuating inmates; and searches for missing or escaped inmates.
- Supervises inmate work, searches inmates, shakes down dorms; performs security rounds/checks; verifies inmate identity.

- Provides lead direction to other Correctional Officers or support staff.
- Writes reports dealing with inmate behavior and officer response; admits, releases and logs inmate visitors; screens visitors and supervises visits.
- Searches articles left by visitors for inmates; watches for potential disturbances, reports emergencies, dispatches assistance and investigates disturbances.
- Remains alert and aware, even during long periods of inactivity; supervises inmate meals and activities.
- Supervises inmate phone calls, inspects inmate mail and gets inmates up and ready for work.
- Distributes supplies and bedding and inspects dorm areas for cleanliness.
- Communicates problems with other shifts.
- Supervises work crews, including but not limited to road clean up and contracted operations.
- Physically subdues violent inmates and separates fighting inmates.
- Performs basic emergency care including administering first aid and C.P.R.
- Attends staff meetings and reads logs, reports, memos, and court documents.
- Maintains assigned equipment, supplies and facilities.
- Lifts or moves heavy objects.

Necessary Knowledge, Skills and Abilities:

Knowledge of grammar and spelling.

Ability to give verbal instructions/directions, testify and other oral communication; understand and follow oral/written instruction from others.

Ability to understand facility forms, reports, manuals pertaining to corrections.

Ability to accurately observe, recall and document behavior.

Ability to maintain discipline without causing unnecessary tension; work with others and interact with diverse individuals and groups

Ability to maintain self-control when confronted with verbal harassment or threats; to stay calm and respond with composure in emergencies.

Ability to work under close supervision; to have tolerance for a highly structured/regimented work environment.

Ability to obey authority and perform repetitive tasks effectively or tolerate long periods of inactivity.

Special Requirement:

Applicants for this classification will be required to pass a Background and Physical Agility Tests.

TOOLS AND EQUIPMENT USED

Operates a variety of office and facility equipment including audio and video devices, calculators, typewriters, word processors and other computer-related equipment, telephone/intercom equipment, first aid equipment, copy machine.

POSITIONS IN THIS CLASSIFICATION WILL BE SUBJECT TO PRE-EMPLOYMENT, POST-ACCIDENT, REASONABLE SUSPICION, RANDOM AND RETURN-TO-DUTY DRUG AND ALCOHOL TESTING PURSUANT TO THE PROVISIONS OF THE CITY OF TAFT DRUG AND ALCOHOL TESTING POLICY

Incumbents in this classification serve a twelve (12) month Probationary Period during which they may be dismissed at any-time without reason or cause

CITY OF TAFT

CLASS TITLE: CORRECTIONAL OFFICER

Salary Range 31.5

GENERAL PURPOSE

\$1370.62 - \$1665.99 Bi-weekly

This classification is responsible to supervises inmates and a variety of inmate activities in a detention facility. Maintains security and monitors inmate behavior and performs related duties as required. Specific duties and/or assignment areas may be assigned to positions in this classification by the Facility Manager.

SUPERVISION RECEIVED

Works under the general supervision of the Correctional Lieutenant and/or Correctional Sergeant.

SUPERVISION EXERCISED

Supervises inmates in a custody setting.

ESSENTIAL DUTIES AND RESPONSIBILITIES

The following typical tasks and responsibilities are representative of the position's essential duties. They are descriptive, not limiting. Employees are expected to perform a variety of other duties as assigned:

- Escorts inmates to desired locations inside and outside the facility and locks and unlocks secured areas.
- Keeps records on inmate movement, personal data, activities and authorized visitors.
- Takes and verifies inmate counts, location and status of inmates; counts and logs keys.
- Deals with evacuating inmates; and searches for missing or escaped inmates.
- Supervises inmate work, searches inmates, shakes down dorms; performs security rounds/checks; verifies inmate identity.
- Writes reports dealing with inmate behavior and officer response; admits, releases and logs inmate visitors; screens visitors and supervises visits.
- Searches articles left by visitors for inmates; watches for potential disturbances, reports emergencies, dispatches assistance and investigates disturbances.
- Remains alert and aware, even during long periods of inactivity; supervises inmate meals and activities.
- Supervises inmate phone calls, inspects inmate mail and gets inmates up and ready for work.

- Distributes supplies and bedding and inspects dorm areas for cleanliness.
- Communicates problems with other shifts.
- Supervises work crews, including but not limited to road clean up and contracted operations.
- Physically subdues violent inmates and separates fighting inmates.
- Performs basic emergency care including administering first aid and C.P.R.
- Attends staff meetings and reads logs, reports, memos, and court documents.
- Maintains assigned equipment, supplies and facilities.
- Lifts or moves heavy objects.

Necessary Knowledge, Skills and Abilities:

Knowledge of grammar and spelling.

Ability to give verbal instructions/directions, testify and other oral communication; understand and follow oral/written instruction from others.

Ability to understand facility forms, reports, manuals pertaining to corrections.

Ability to accurately observe, recall and document behavior.

Ability to maintain discipline without causing unnecessary tension; work with others and interact with diverse individuals and groups

Ability to maintain self-control when confronted with verbal harassment or threats; to stay calm and respond with composure in emergencies.

Ability to work under close supervision; to have tolerance for a highly structured/regimented work environment.

Ability to obey authority and perform repetitive tasks effectively or tolerate long periods of inactivity.

DESIRED MINIMUM QUALIFICATIONS

Education and Experience:

Must have successfully completed a BOC/STC Certified Correctional Officer Core Course (minimum 116 hours) and a minimum of 24 hours of training pursuant to Section 832 of the California Penal Code.

Must possess, or be able to obtain by time of hire a valid State of California driver's license.

Possession of a High School Diploma or G.E.D. Certificate.

Physical Requirements:

Must be at least 20 years of age with vision correctable to 20/30.

Must successfully complete a pre-employment physical with the City physician.

Special Requirement:

Applicants for this classification will be required to pass a Background and Physical Agility Tests.

TOOLS AND EQUIPMENT USED

Operates a variety of office and facility equipment including audio and video devices, calculators, typewriters, word processors and other computer-related equipment, telephone/intercom equipment, first aid equipment, copy machine.

POSITIONS IN THIS CLASSIFICATION WILL BE SUBJECT TO PRE-EMPLOYMENT, POST-ACCIDENT, REASONABLE SUSPICION, RANDOM AND RETURN-TO-DUTY DRUG AND ALCOHOL TESTING PURSUANT TO THE PROVISIONS OF THE CITY OF TAFT DRUG AND ALCOHOL TESTING POLICY

Incumbents in this classification serve a twelve (12) month Probationary Period during which they may be dismissed at any-time without reason or cause

CITY OF TAFT

CLASS TITLE: CORRECTIONAL MAINTENANCE SUPERVISOR

Salary Range 43.6

\$1854-\$2253 Bi-weekly

BASIC FUNCTION:

Under the direction of the Correctional Facility Manager, organize, schedule and oversee the operations and personally perform activities involved in the general maintenance and repair of the Community Correctional Facility (CCF) and Police Department; perform all phases of maintenance, technical and administrative work in maintaining facilities and equipment; coordinate personnel, communications and information to meet organizational needs and assure smooth and efficient activities; train and evaluate the performance of assigned personnel.

SUPERVISES:

This position may be responsible for providing, training, lead direction and/or supervision to maintenance workers, maintenance aides and inmate labor.

REPRESENTATIVE DUTIES:

ESSENTIAL DUTIES:

Organize, schedule and oversee the operations and personally perform general maintenance and repair of designated buildings, facilities and equipment; assist in assuring related activities comply with established laws, codes, rules, regulations, policies and procedures.

Coordinate personnel, communications and information to meet organizational needs and assure smooth and efficient activities; confer with staff regarding maintenance and repair needs, projects and work order status; assure proper and timely resolution of maintenance and repair issues.

Assign duties and review work to assure compliance with established guidelines and procedures.

Plan implement and evaluate janitorial and preventive maintenance schedules for assigned facilities and equipment; schedule inmate labor or outside vendors as needed; coordinate special community service projects; develop shop procedures.

Perform, mechanical, technical and administrative work in maintaining facilities and equipment; inspect systems for proper working condition and determine needs for maintenance, repair or replacement; and perform plumbing, heating and air conditioning, electrical and other work as needed to assure facilities are maintained in a safe condition; receive, process and prioritize work orders; coordinate response to or perform emergency maintenance and repair needs.

Supervise assigned inmates; assign, review and evaluate the work of inmates; provide training, work direction and guidance to inmates; provide feedback to appropriate officials regarding performance; maintain inmate time cards.

Serve as a technical resource to personnel concerning maintenance and repair operations, projects and activities; respond to inquiries and provide detailed and technical information regarding related laws, codes, regulations, policies and procedures.

Prepare and maintain a variety of reports, records and files related to work orders, projects, time and material expenditures, inventory, personnel and other assigned duties

Maintain inspection records for fire extinguishers, smoke detectors, EPA inspections and State Fire Marshall inspections.

Communicate with personnel, outside organizations and the public to exchange information, coordinate activities and resolve issues or concerns.

Personally operate and supervise inmate operation of variety of maintenance equipment including hand and power tools, hydraulic lifts, diagnostic equipment, industrial tools and equipment.

Personally conduct inmate checks when entering or leaving secure facilities.

Operate standard office equipment including a copier, computer and assigned software;

Coordinate the purchase of equipment and supplies as appropriate; prepare purchase requisitions and process invoices; assist in the preparation of bid specifications for equipment and facilities.

Attend a variety of meetings and conferences as assigned; serve on assigned committees and to perform related duties as assigned.

KNOWLEDGE AND ABILITIES:

KNOWLEDGE OF:

Organization and oversight of operations and activities involved in the general maintenance and repair of assigned facilities and equipment.

Proper methods, techniques, materials, tools and equipment used in the building maintenance trades.

Applicable building codes, ordinances, requirements, regulations and safety precautions.

Inventory practices and procedures.

Requirements of maintaining buildings in a safe condition.

Policies and objectives of assigned programs and activities.

Oral and written communication skills.

Principles and practices of supervision and training.

Interpersonal skills using tact, patience and courtesy.

Technical aspects of field of specialty.

ABILITY TO:

Organize, schedule and oversee operations and activities involved in the general maintenance and repair of designated facilities and equipment.

Personally supervise inmates using a variety of tools and equipment and conduct inmate checks.

Coordinate personnel, communications and information to meet organizational needs and assure smooth and efficient activities.

Train and evaluate the performance of assigned personnel.

Inspect projects for accuracy, completeness and compliance with established specifications.

Estimate material, labor, equipment and time requirements.

Monitor and assure adequate levels of maintenance and repair equipment and supplies.

Communicate effectively both orally and in writing.

Interpret, apply and explain rules, regulations, policies and procedures.
Establish and maintain cooperative and effective working relationships with others.
Operate a computer and assigned office equipment.
Determine appropriate action within clearly defined guidelines.
Meet schedules and time lines.
Work independently with little direction.
Plan and organize work.
Read and work from blueprints.
Prepare records and reports related to assigned activities.

EDUCATION AND EXPERIENCE:

Must have successfully completed, a BOC/STC Certified Correctional Officer Core Course (minimum 116 hours) and a minimum of 24 hours of training pursuant to Section 832 of the California Penal Code.

Possession of a High School Diploma or G.E.D. Certificate.

Experience:

Five (5) years experience in construction and the maintenance of facilities including electrical, plumbing, welding, woodwork, and air conditioning and the ability to supervise employee and inmate work assignments in a variety of construction and maintenance projects.

WORKING CONDITIONS:

ENVIRONMENT:

Indoor and outdoor work environment.
Regular exposure to fumes, dust and odors.
Seasonal heat and cold or adverse weather conditions.
Driving a vehicle to conduct work.
Correctional Facility with inmate population

PHYSICAL DEMANDS:

Dexterity of hands and fingers to operate specialized equipment and tools.
Standing and walking for extended periods of time.
Seeing to perform maintenance work.
Hearing and speaking to exchange information.
Lifting, carrying, pushing or pulling heavy objects.
Bending at the waist, kneeling or crouching.
Reaching overhead, above the shoulders and horizontally.
Climbing ladders and working from heights.
Heavy physical labor.

HAZARDS:

Working in a cramped or restrictive work chamber.
Working around and with machinery having moving parts.
Working on ladders.
Chemical fumes.

CITY OF TAFT

CLASS TITLE: CORRECTIONAL PROGRAM INSTRUCTOR

SALARY RANGE 37.7

\$1661.17-2019.16 Bi-weekly

BASIC FUNCTIONS:

Provides inmate educational services through instruction of the education program for inmates, including individual and group training.

SUPERVISION RECEIVED

Works under the general supervision of a Correctional Lieutenant

SUPERVISION EXERCISED

None.

ESSENTIAL DUTIES AND RESPONSIBILITIES

Assists in assessing new arrivals with regards to educational needs and level of educational placement of inmates.

Develops appropriate instructional materials and individualized study plans to meet inmate educational goals.

Prepares lesson plans and course outlines.

Teaches curriculum based on pre-release requirements, remedial instruction, adult basic education, GED preparation, or special programs; utilizes limited time schedules to inmate's best advantage.

Instructs through structured classroom settings and individual sessions, to provide inmates training specific to their needs.

Utilizes guest speakers and other forms of creative instruction that will motivate the inmates to improve their educational level.

Selects curricular materials to meet individual needs of inmates, assists them in achieving their educational goals and in career planning.

Maintains accurate records to assess individual and group progress of inmates; prepares written reports as requested.

Participates in education staff meetings. Makes recommendations regarding inmate and staff relations to identify and solve problems in order to function as a unified team.

Maintains confidentiality regarding employees, vendors, inmates, outside agencies, etc., in order to assure that sensitive information is given on a "need to know" basis only.

PERIPHERAL DUTIES

Serves as a member of various employee committees.

May assist in preparation of the education portion of the Community Correctional Facility budget.

May attend conferences and meetings related to areas of responsibility.

DESIRED MINIMUM QUALIFICATIONS

Education and Experience:

Graduation from an accredited four-year college or university with a degree in education, or field appropriate for education.

Possession of a valid California Teaching Credential.

Necessary Knowledge, Skills and Abilities:

Ability to establish effective working relationships with security staff and supervisors.

Ability to work effectively with inmates.

SPECIAL REQUIREMENTS

Valid California Driver's License, or the ability to obtain one.

Must be able to pass a POST Background Investigation.

TOOLS AND EQUIPMENT USED

Requires frequent use of personal computer, including appropriate educational software. Frequent use of telephone, copy machine and fax machine.

PHYSICAL DEMANDS



City of Taft Agenda Report

DATE: OCTOBER 1, 2013

TO: MAYOR AND COUNCIL MEMBERS

AGENDA MATTER:

CONSIDER CITY COUNCIL COMMITTEE ASSIGNMENTS AND ADDING ALTERNATES

SUMMARY STATEMENT:

On December 18, 2012, Council reorganized committee assignments per Policy and Procedures Manual Section 101. Although Committee Assignments are traditionally set for every two (2) years after election, Mayor Linder requested that Council consider adding alternates to some of the committees. However, additional alternates could potentially cause Brown Act violations as it could generate serial meetings. Council can discuss with the City Attorney how to avoid such a violation.

Below are all the committees and current members:

- | | |
|--|---------------------------------------|
| 1. Airport Committee: | Noerr and Waldrop (Krier-Alternate) |
| 2. Finance Committee: | Linder and Noerr (Miller-Alternate) |
| 3. Personnel/Administrative Committee: | Miller and Noerr (Krier-Alternate) |
| 4. Public Works Committee: | Linder and Miller (Waldrop-Alternate) |
| 5. Safety Committee: | Miller and Krier (Linder-Alternate) |
| 6. Traffic Committee: | Waldrop (no alternate) |
| 7. Kern COG: | Linder (Krier-Alternate) |
| 8. City Selection Committee: | Linder (no alternate) |
| 9. LAFCO | Linder (Waldrop-Alternate) |

RECOMMENDED ACTION

- 1) Discuss; and 2) appoint alternates if deemed appropriate.

IMPACT ON BUDGET (Y/N): No

ATTACHMENT (Y/N): Complete list of Committee assignments

PREPARED BY: City Clerk

REVIEWED BY:

CITY CLERK	FINANCE DIRECTOR	CITY MANAGER
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CITY COUNCIL APPOINTMENTS STANDING COMMITTEES

Airport Committee	2 Council Members 1 Alternate	Dave Noerr Ron Waldrop Orchel Krier
Finance Committee	2 Council Members 1 Alternate City Treasurer Finance Director	Paul Linder Dave Noerr Randy Miller Ben Mangum Teresa Binkley
Personnel/Administrative Committee	Council Members 1 Alternate HR Director	Randy Miller Dave Noerr Orchel Krier Lonn Boyer
Public Works Committee	2 Council Members 1 Alternate City Engineer Public Works Director	Paul Linder Randy Miller Ron Waldrop Jerry Helt Craig Jones
Safety Committee	2 Council Members 1 Alternate City Manager Police Chief Fire Department Public Member(2) 1 Alternate Public Member	Miller Krier Linder Craig Jones Ed Whiting Brent Moon Darren Walrath Ray Hatch Bill Wickwire
Traffic Committee	1 Council Member 1 Planning Commissioner City Engineer Public Works Director Police Chief Citizen Participant Cal Trans Engineer CHP Representative	Ron Waldrop Shawn Sutherland Jerry Helt Craig Jones Ed Whiting Bill Black Nicolas Esquivel Sgt. Terry Hester
League of California Cities	Legislative Delegate	
Kern COG	1 Council Member 1 Alternate	Paul Linder Orchel Krier
City Selection Committee	1 Council Member	Paul Linder
Valley-Wide Special City Selection Committee	1 Council Member 1 Alternate	Ron Waldrop Orchel Krier
LAFCO	1 Council Member 1 Alternate	Paul Linder Ron Waldrop

CITY OF

TAFT

energized for the future

September 19, 2013

Members of City Council
City of Taft

Reference: Treasurer's Report for the Month of July, 2013

Dear Members of the City Council:

The attached are Treasurer's Investment Fund Summary Report, Cash Receipts & Disbursements Summary Report, and other supporting documents of the report. The investment Fund Summary Report is presented at fair market value, as well as book value in accordance with Statement No. 31 of the Governmental Accounting Standards Board (GASB), Accounting and Financial Reporting for Certain Investments. As defined, when the Treasurer's Pooled Cash Portfolio is an external pool and must report accordance with GASB 31 for fiscal years beginning after June 15, 1997. The reporting at fair market value is for compliance with GASB 31 and is not to be used for budgetary purposes, since actual fund values and interest allocated in the Investment Fund are on an accrued accounting basis according to Generally Accepted Accounting Principles.

The monthly earnings from the pooled unrestricted money investments in passbook/checking accounts, certificate of deposit, and investment in U.S. government securities for the month ended July 31, 2013, were \$1,478.03, and the restricted money investment monthly interest earning were \$1,306.13. These earnings represented an average net annualized yield of 1.40% and .23%, respectively. For reference, a comparable statement of interest earnings on a quarterly basis for the year ending September 30, 2013 is shown at the bottom of the Summary of Receipts & Disbursements report. The investment program generates additional annual operating revenue for the City. Interest earnings are distributed quarterly to the participating funds in the City's Investment Fund.

California Government Code Section 53646 (b)(2) requires a report of "compliance with the statement of investment policy, or manner in which the investment is not in compliance". At the time of purchase all investments were in compliance with State law and our investment policy.

California Government Code Section 53646 (b)(3) requires a "statement denoting the ability of the local agency to meet its pool's expenditure requirements for the next six

months.....” To the best of my knowledge, the City’s investment fund has sufficient liquidity to meet its obligations for the next six month’s.

It is recommended that you receive and file this information.

Very truly yours,

A handwritten signature in black ink, appearing to read "Ben Mangum". The signature is fluid and cursive, with a long horizontal stroke at the end.

*Ben Mangum
City Treasurer*

*Cc: Craig Jones, City Manager
Teresa C. Binkley, Finance Director
Margie Quintero, Accountant*

EXHIBIT A

**CITY OF TAFT
TREASURER'S REPORT - CASH & INVESTMENT SUMMARY
AS OF JULY 31, 2013**

A/C #	POOLED DESIGNATED AND OPERATING CASH & INVESTMENTS:	BOOK VALUE	MARKET VALUE	PERCENT OF PORTFOLIO	MATURITY DATE	# OF DAYS TO MATURITY	YIELD TO MATURITY	
							360 DAYS EQUIVALENT	365 DAYS EQUIVALENT
9-100	Passbook / Checking Accounts WESTAMERICA BANK "NOW" Demand Deposits (365)	\$1,271,596.03	\$1,271,596.03	13.57%	NOW	1	0.05%	0.05%
	TOTAL	\$1,271,596.03	\$1,271,596.03					
9-101	Local Agency Investment Funds (A) State Pool Demand Deposits(365)	\$2,985,353.92	\$2,985,353.92	31.86%	NOW	1	0.24%	0.24%
	TOTAL	\$2,985,353.92	\$2,985,353.92					
9-103	Certificate of Deposit United Security Bank	\$253,809.50	\$253,809.50	2.71%	NOW	1	1.37%	1.39%
	TOTAL	\$253,809.50	\$253,809.50					
9-104	Investment-U.S. Government Securities US Bankcorp Piper Jaffray (\$2,500,000.00 Fire Dept Reserves)	\$3,000,000.00	\$2,948,938.80	32.02%	SEE EXHIBIT E	1	0.95%	0.97%
	TOTAL	\$3,000,000.00	\$2,948,938.80					
9-113	Multi-Bank Securities, Inc	\$300,459.59	\$301,244.58	3.21%	SEE EXHIBIT G	1	1.25%	1.28%
	TOTAL	\$300,459.59	\$301,244.58					
9-114	Morgan Stanley Securities	\$804,708.40	\$804,974.14	6.45%	SEE EXHIBIT I	1	1.14%	1.16%
	TOTAL	\$804,708.40	\$804,974.14					
9-115	UBS Financial Services, Inc	\$502,914.11	\$504,208.11	5.37%	SEE EXHIBIT K	1	1.00%	1.04%
	TOTAL	\$502,914.11	\$504,208.11					
9-116	Morgan Stanley Securities	\$200,311.70	\$205,155.70	2.14%	SEE EXHIBIT M	1	2.00%	2.00%
	TOTAL	\$200,311.70	\$205,155.70					
9-117	Mutual Securities	\$249,970.01	\$253,390.01	2.67%	SEE EXHIBIT O	1	2.00%	2.00%
	TOTAL	\$249,970.01	\$253,390.01					
	OPERATING CASH & INVESTMENTS:	\$9,369,123.26	\$9,328,668.77	100.00%				
	RESTRICTED CASH & INVESTMENTS							
53-100	Restricted cash - Inmate Welfare Fund	\$0.12	\$0.12	0.00%	NOW	1	0.00%	0.00%
54-100	Restricted cash - Inmate Trust Fund	\$8,812.75	\$8,812.75	0.21%	NOW	1	0.10%	0.10%
60-114	Restricted cash- Escrow Account CDFW	\$17,328.75	\$17,328.75	0.41%	10/21/08	1	0.10%	0.10%
64-101	Restricted 97 CCF Lease Rev. Bond Investments US Bank Security of U.S. Government (365)	\$3,215,447.73	\$3,215,447.73	76.19%	01/01/17		0.00%	0.00%
65-102	Restricted TCDA Successor Agency Rev. Bond Invest WestAmerica Bank	\$3,668.88	\$3,668.88	0.09%	01/01/17		0.01%	0.01%
66-101	Restricted TCDA/Low Mod Rev. Bond Investments WestAmerica Bank	\$512,592.58	\$512,592.58	12.15%	01/01/17		0.05%	0.05%
67-101	Restricted 98 Rev. Refunding Bond Investments US Bank Security of U.S. Government (365)	\$363,432.65	\$370,357.15	8.78%	01/07/28		1.02%	1.03%
62-104	Restricted cash - Transit PTMISEA Investment US Bank	\$92,007.92	\$92,007.92	2.18%	NOW	1	0.10%	0.10%
	TOTAL RESTRICTED CASH & INVESTMENTS:	\$4,213,291.38	\$4,220,215.88	100.00%				
	GRAND TOTAL CASH & INVESTMENTS	\$13,582,414.64	\$13,548,884.65					

This report is presented pursuant to the City of Taft's Investment Policy which was revised by the Taft City Council at its regularly scheduled meeting of September 7, 2013.
There are sufficient funds to meet the next 6 months' obligations.

(A) As allowed by California Government Code Section 53846(e), see attached most recent copies of the statements from LAIF and WestAmerica Bank in lieu of the information required by section 53848(b)(1).

Ben Mangum, Treasurer, City of Taft

EXHIBIT B

**CITY OF TAFT
Treasurer's Report - Summary of Receipts & Disbursements
For the month ended JULY 31, 2013**

	BALANCE AS OF 06/30/13	RECEIPTS	DISBURSEMENTS	ACCRUED INTEREST	TRANSFER IN	TRANSFER (OUT)	BALANCE AS OF 07/31/13
<u>POOLED DESIGNATED AND OPERATING CASH & INVESTMENTS:</u>							
PASSBOOK/CHECKING ACCOUNT-WA	\$1,151,477.28	\$829,965.33	(\$709,846.58)	\$0.00	\$0.00	\$0.00	\$1,271,596.03
CETIFICATE OF DEPOSIT/UNITED SECURITY BANK	\$253,651.61	\$0.00	\$0.00	\$157.89	\$0.00	\$0.00	\$253,809.50
LOCAL AGENCY INVESTMENT FUND	\$2,983,519.00	\$1,834.92	\$0.00	\$0.00	\$0.00	\$0.00	\$2,985,353.92
INVESTMENT-U.S. GOVERNMENT SECURITIES (\$2,500,000.00 Fire Dept. Reservas)	\$3,000,000.00	\$0.00	\$0.00	\$0.00	\$0.00	\$0.00	\$3,000,000.00
MULTI-BANK SECURITIES, INC	\$300,233.56	\$0.00	\$0.00	\$226.03	\$0.00	\$0.00	\$300,459.59
CERTIFICATE OF DEPOSIT/MORGAN STANLEY	\$604,175.12	\$0.00	\$0.00	\$533.28	\$0.00	\$0.00	\$604,708.40
CERTIFICATE OF DEPOSIT/UBS FINANCIAL SERVICES INC.	\$502,389.72	\$0.00	\$0.00	\$524.39	\$0.00	\$0.00	\$502,914.11
CERTIFICATE OF DEPOSIT/MORGAN STANLEY SMITH BAR	\$200,310.98	\$0.00	\$0.00	\$0.72	\$0.00	\$0.00	\$200,311.70
CERTIFICATE OF DEPOSIT/MUTUAL SECURITIES	\$250,001.00	\$0.00	(\$30.00)	(\$0.99)	\$0.00	\$0.00	\$249,970.01
TOTAL POOLED DESIGNATED AND OPERATING CASH & INVESTMENTS:	\$9,245,756.27	\$831,800.25	(\$709,876.58)		\$0.00	\$0.00	\$9,369,123.26
<u>RESTRICTED CASH & INVESTMENTS</u>							
INMATE WELFARE FUND	\$0.12	\$0.00	\$0.00	\$0.00	\$0.00	\$0.00	\$0.12
INMATE TRUST FUND	\$8,811.95	\$0.80	\$0.00	\$0.00	\$0.00	\$0.00	\$8,812.75
ESCROW ACCOUNT-CDFW	\$17,327.18	\$1.57	\$0.00	\$0.00	\$0.00	\$0.00	\$17,328.75
UNITED SECURITY BANK/PTMISEA	\$91,999.60	\$8.32	\$0.00	\$0.00	\$0.00	\$0.00	\$92,007.92
WESTAMERICA BANK-TCDA/SUCCESSOR AGENCY	\$3,685.36	\$0.03	(\$16.51)	\$0.00	\$0.00	\$0.00	\$3,668.88
WESTAMERICA BANK-TCDA/LOW MOD HOUSING FUND	\$512,578.48	\$14.10	\$0.00	\$0.00	\$0.00	\$0.00	\$512,592.58
98 REV. REFUNDING BOND - US BANK	\$465,246.34	\$0.00	(\$103,095.00)	\$1,281.31	\$0.00	\$0.00	\$363,432.65
97 C.C.F. LEASE REV. BOND - US BANK	\$3,255,677.94	\$156,546.04	(\$196,776.25)	\$0.00	\$0.00	\$0.00	\$3,215,447.73
TOTAL RESTRICTED CASH & INVESTMENTS:	\$4,355,326.97	\$156,570.86	(\$299,887.76)	\$1,281.31	\$0.00	\$0.00	\$4,213,291.38
GRAND TOTAL CASH & INVESTMENTS	\$13,601,085.24	\$988,371.11	(\$1,009,764.34)	\$1,281.31	\$0.00	\$0.00	\$13,582,414.64

INTEREST EARNED DURING THE CURRENT MONTH ENDED JULY 31, 2013 ARE AS FOLLOWS:

	MONTHLY	QUARTERLY	SEMI-ANNUAL	TOTAL
POOLED CASH & INVESTMENTS - WITH - WA	\$36.44			\$36.44
POOLED CASH & INVESTMENTS - WITH - US BANK	\$157.89		\$0.00	\$157.89
POOLED CASH & INVESTMENTS-WITH-MULTI-BANK SEC	\$226.03			\$226.03
POOLED CASH & INVESTMENTS - WITH - L.A.I.F.	\$0.00	\$0.00		\$0.00
POOLED CASH & INVESTMENTS-WITH-MORGAN STANLEY	\$0.00			\$0.00
POOLED CASH & INVESTMENTS-WITH-MORGAN STANLEY	\$533.28			\$533.28
POOLED CASH & INVESTMENTS-WITH-UBS FINANCIAL SEI	\$524.39			\$524.39
POOLED CASH & INVESTMENTS-MUTUAL SECURITIES	\$0.00			\$0.00
RESTRICTED CASH & INVESTMENTS	\$1,306.13			\$1,306.13
TOTAL	\$2,784.16	\$0.00	\$0.00	\$2,784.16

QUARTERLY INTEREST EARNING ARE AS FOLLOWS:

	QTR. ENDING SEP. 30, 2013	QTR. ENDING DEC. 31, 2013	QTR. ENDING MARCH 31, 2014	QTR. ENDING JUNE 30, 2014	FISCAL YEAR TO DATE
POOLED CASH & INVESTMENTS - WITH - WA	\$36.44	\$0.00	\$0.00	\$0.00	\$36.44
POOLED CASH & INVESTMENTS - WITH - RAYMOND JAMES	\$0.00	\$0.00	\$0.00	\$0.00	\$0.00
POOLED CASH & INVESTMENTS - WITH - US BANK	\$0.00	\$0.00	\$0.00	\$0.00	\$0.00
POOLED CASH & INVESTMENTS-WITH-MULTI BANK SEC	\$226.03	\$0.00	\$0.00	\$0.00	\$226.03
POOLED CASH & INVESTMENTS - WITH - L.A.I.F.	\$0.00	\$0.00	\$0.00	\$0.00	\$0.00
POOLED CASH & INVESTMENTS - WITH - UNITED SECURITY	\$157.89	\$0.00	\$0.00	\$0.00	\$157.89
POOLED CASH & INVESTMENTS - WITH - MORAN STANLEY	\$0.00	\$0.00	\$0.00	\$0.00	\$0.00
POOLED CASH & INVESTMENTS - WITH - MS	\$533.28	\$0.00	\$0.00	\$0.00	\$533.28
POOLED CASH & INVESTMENTS - WITH - UBS	\$524.39	\$0.00	\$0.00	\$0.00	\$524.39
POOLED CASH & INVESTMENTS - WITH - MUTUAL SECURITY	\$0.00	\$0.00	\$0.00	\$0.00	\$0.00
RESTRICTED CASH & INVESTMENTS	\$1,306.13	\$0.00	\$0.00	\$0.00	\$1,306.13
TOTAL	\$2,784.16	\$0.00	\$0.00	\$0.00	\$2,784.16

EXHIBIT C

CITY OF TAFT TREASURER'S REPORT - CASH & INVESTMENT SUMMARY POOLED DESIGNATED, OPERATING CASH, & INVESTMENTS AS OF JULY 31, 2013

<u>A/C #</u>	<u>POOLED DESIGNATED AND OPERATING CASH & INVESTMENTS:</u>	<u>BOOK VALUE</u>	<u>MARKET VALUE</u>
9-100	Passbook / Checking Accounts WESTAMERICA BANK "NOW" Demand Deposits (365)	\$1,271,596.03	\$1,271,596.03
	TOTAL	<u>\$1,271,596.03</u>	<u>\$1,271,596.03</u>
9-101	Local Agency Investment Funds (A) State Pool Demand Deposits(365)	\$2,985,353.92	\$2,985,353.92
	TOTAL	<u>\$2,985,353.92</u>	<u>\$2,985,353.92</u>
9-103	Certificate of Deposit UNITED SECURITY BANK	\$253,809.50	\$253,809.50
	TOTAL	<u>\$253,809.50</u>	<u>\$253,809.50</u>
9-104	Investment-U.S. Government Securities US Bankcorp Piper Jaffray (\$ 2,600,000.00 Fire Dept. Reserves)	\$3,000,000.00	\$2,948,936.80
	TOTAL	<u>\$3,000,000.00</u>	<u>\$2,948,936.80</u>
9-113	Certificate of Deposit MULTI-BANK SECURITIES	\$300,459.59	\$301,244.56
	TOTAL	<u>\$300,459.59</u>	<u>\$301,244.56</u>
9-114	Certificate of Deposit MORGAN STANLEY	\$604,708.40	\$604,974.14
	TOTAL	<u>\$604,708.40</u>	<u>\$604,974.14</u>
9-115	BOND SECURITY UBS FINANCIAL SERVICES, INC.	\$502,914.11	\$504,208.11
	TOTAL	<u>\$502,914.11</u>	<u>\$504,208.11</u>
9-116	Certificate of Deposit MORGAN STANLEY SMITH BARNEY	\$200,311.70	\$205,155.70
	TOTAL	<u>\$200,311.70</u>	<u>\$205,155.70</u>
9-117	Certificate of Deposit MUTUAL SECURITIES	\$249,970.01	\$253,390.01
	TOTAL	<u>\$249,970.01</u>	<u>\$253,390.01</u>
	TOTAL POOLED DESIGNATED AND OPERATING CASH & INVESTMENTS:	<u>\$9,369,123.26</u>	<u>\$9,328,668.77</u>

SUMMARY OF CASH & INVESTMENT BALANCES BY FUNDS

GENERAL FUND	\$1,307,394.84
SPECIAL REVENUE FUND	(\$40,137.92)
COMMUNITY CORRECTIONAL FACILITY	(\$1,078,684.36)
SEWER FUND	\$1,703,229.84
REFUSE FUND	\$973,435.57
TRANSIT FUND	(\$373,778.25)
FEDERAL WWTP	\$2,938,706.84
TAFT COMMUNITY DEVELOPMENT AGENCY	\$112,761.88
WASTEWATER TREATMENT PLANT	\$3,759,281.47
UNALLOCATED INTEREST INCOME	\$66,913.35

PRINT FORMAT: P. TOTAL POOLED DESIGNATED AND
OPERATING CASH & INVESTMENTS: \$9,369,123.26

Local Agency Investment Fund
 P.O. Box 942809
 Sacramento, CA 94209-0001
 (916) 653-3001
 CITY OF TAFT

www.treasurer.ca.gov/pmia-laif
 September 10, 2013

DIRECTOR OF FINANCE
 209 EAST KERN STREET
 TAFT, CA 93268

PMIA Average Monthly Yields

Account Number:
 98-15-912

Tran Type Definitions

July 2013 Statement

Effective Date	Transaction Date	Tran Type	Confirm Number	Authorized Caller	Amount
7/15/2013	7/12/2013	QRD	1404546	SYSTEM	1,834.92

Account Summary

Total Deposit:	1,834.92	Beginning Balance:	2,983,519.00
Total Withdrawal:	0.00	Ending Balance:	2,985,353.92

EXHIBIT E

CITY OF TAFT INVESTMENT IN US GOVERNMENT SECURITIES BALANCES AS OF 7/31/13

INVESTMENT DESCRIPTION	COST AT PAR	ACCRUED INTEREST	TOTAL COSTS COST @ PAR+ ACCRUED INT.	MARKET VALUE	RATE OF RETURNS	ANNUAL INCOME	INTEREST PAYMENT DATES
FEDL HOME LOAN BANK BONDS PURCHASED: 11/8/12/ DUE: 5/08/17 FIRST COUPON: 5/08/14/ CALL: 2/8/13	\$ 1,000,000.00	\$ -	\$ 1,000,000.00	\$ 979,180.00	0.740%	\$7,400.00	May 8 November 8
FEDERAL FARM CREDIT BANK PURCHASED: 3/12/13/ DUE: 3/12/14 FIRST COUPON: 9/12/13/ CALL: 3/12/14	\$ 1,000,000.00	\$ -	\$ 1,000,000.00	\$ 977,690.00	1.030%	\$10,300.00	March 12 September 12
FEDERAL NATIONAL MTG ASSN PURCHASED: 3/20/13/ DUE: 9/20/14 FIRST COUPON: 9/20/13/ CALL: 9/20/14	\$ 1,000,000.00	\$ -	\$ 1,000,000.00	\$ 982,290.00	1.125%	\$11,250.00	March 20 September 20
CASH BALANCE	\$ -	\$ -	\$ -	\$ -			
INCOME BALANCE	\$ -	\$ -	\$ -	\$ -			
ACCRUED INTEREST BALANCE	\$ -	\$ 9,776.80	\$ 9,776.80	\$ 9,776.80			
TOTAL INVESTMENTS	\$ 3,000,000.00	\$ 9,776.80	\$ 3,009,776.80	\$ 2,948,936.80	0.965%	\$28,950.00	

TOTAL ANNUAL INTEREST INCOME FROM THESE INVESTMENTS:

\$28,950.00



GUIDES FOR THE JOURNEY Piper Jaffray

STATEMENT OF ACCOUNT

Customer Account Number: 401-00653-KMID Statement Period: July 01, 2013 to July 31, 2013 CURR: U.S. DOLLARS PAGE 1 of 3

Registered Representative:

UME-UKEJE DICTOR
877-337-4737
Piper Jaffray & Co.
800 Nicollet Mall, Suite 800
Minneapolis, MN 55402-7020

RECEIVED

AUG 12 2013

CITY OF TAFT

00006953 01 FP 0.433 01 TR 00020 PUBPD201 000000
CITY OF TAFT
ATTN TERESA STATLER
FINANCE DIRECTOR
209 E KERN STREET
TAFT CA 93268

Account Value

Value as of July 31, 2013 \$2,948,936.80

Customer Notice

Reduce your mail! If you have multiple accounts at Piper Jaffray, you can request that your statements are mailed in one envelope. Also, clients whose accounts are carried solely for the purpose of execution on a DVP/RVP basis may opt out of receiving monthly statements. Contact your Registered Representative to discuss suppression and householding options for your account statements.



GUIDES FOR THE JOURNEY

Piper Jaffray

STATEMENT OF ACCOUNT

Customer Account Number: 401-00653-KMD

Statement Period: July 01, 2013 to July 31, 2013

CURR: U.S. DOLLARS

PAGE 3 of 3

ACCOUNT VALUE SUMMARY

Description	As of 06/28/13	This Period
U.S. Agency Securities	\$2,928,810.00	\$2,939,160.00
Subtotal	\$2,928,810.00	\$2,939,160.00
Accrued Interest Balance	7,123.06	9,776.80
TOTAL	\$2,935,933.06	\$2,948,936.80
NET CHANGE IN ACCOUNT VALUE		\$13,003.74

DIVIDENDS, INTEREST, AND TAX ACTIVITY SUMMARY

Description	This Statement	Year to Date
Government Agency Interest	\$0.00	\$30,000.00
TOTAL INCOME	\$0.00	\$30,000.00

PORTFOLIO SUMMARY

Bond ratings are provided by Moody's and Standard & Poor's, respectively. For more information about bond ratings please contact your Registered Representative.

Note: The accrued interest displayed for certain fixed income securities is the interest accrued from the previous coupon payment date through the end of the statement period. While this accrued interest is reflected in your account value as Accrued Interest Balance or Short Accrued Int. Balance, the payment of the coupon interest is not guaranteed.

US AGENCY SECURITIES

Account Type	Quantity	Description	Bond Ratings	Current Price	Market Value	Estimated Annual Income	Estimated Current Yield
CASH	1,000,000	FEDERAL HOME LOAN BANK DATED DATE 11/08/12 DUE 05/08/2017 .740% MN 08 CUSIP - 3133812G9	MOODY: S&P: AA+	\$97.9180	\$979,180.00	\$7,400.00	0.7600%
CASH	1,000,000	FEDERAL FARM CREDIT BANK DATED DATE 03/12/13 DUE 03/12/2018 1.030% MS 12 CUSIP - 3133ECHS6	MOODY: Aaa S&P: AA+	97.7690	977,690.00	10,300.00	1.0500%
CASH	1,000,000	FEDERAL NATIONAL MTG ASSN DATED DATE 03/20/13 DUE 03/20/2018 1.125% MS 20 CUSIP - 3135GOVL4	MOODY: Aaa S&P: AA+	98.2290	982,290.00	11,250.00	1.1500%
MARKET VALUE OF US AGENCY SECURITIES						\$2,939,160.00	

EXHIBIT G

**CITY OF TAFT
MULTI-BANK SECURITIES, INC CERTIFICATE OF DEPOSITS
BALANCES AS OF 7/31/13**

INVESTMENT DESCRIPTION	COST AT PAR	INTEREST EARNED	TOTAL COSTS COST @ PAR+ ACCRUED INT.	MARKET VALUE	RATE OF RETURNS	ANTICIPATED INCOME (ANNUALIZED)	INTEREST PAYMENT DATES
FIRSTBANK P R SANTURCE PURCHASED: 11/21/12/ DUE: 11/21/16 FIRST COUPON: 12/21/12/ CALL: 12/21/12	\$ 100,000.00	\$ -	\$ 100,000.00	\$ 99,955.00	1.150%	\$1,150.00	Monthly
FIRSTBANK P R SANTURCE CTF DEP PURCHASED: 6/21/10/ DUE: 11/25/13 FIRST COUPON: 12/24/10/ CALL: 11/25/13	\$ 100,000.00	\$ -	\$ 100,000.00	\$ 100,622.00	1.590%	\$1,600.00	Monthly
DISCOVER BK GREENWOOD DEL CTF PURCHASED: 5/09/12/ DUE: 5/11/15 FIRST COUPON: 11/09/12/ CALL: 5/11/15	\$ 100,000.00	\$ -	\$ 100,000.00	\$ 100,335.00	1.050%	\$1,050.00	Semi Annual
MONEY MARKET FUND	\$ 459.59	\$ -	\$ 459.59	\$ 459.59			
UNSETTLED PURCHASES/SALES	\$ -	\$ -	\$ -	\$ -			
TOTAL INVESTMENTS	\$ 300,459.59	\$ -	\$ 300,459.59	\$ 301,371.59	1.263%	\$3,800.00	

TOTAL ANNUAL INTEREST INCOME FROM THESE INVESTMENTS: \$3,800.00



MULTI-BANK SECURITIES, INC.[®]
 FINRA, SIPC, MSRB
 1000 Town Center, Suite 2300
 Southfield, MI 48075
 (800) 967-9045

Brokerage

RECEIVED

Account Statement

AUG 08 2013

CITY OF TAFT

Account Number: RMB-017534
 Statement Period: -07/01/2013 --07/31/2013

* 00170141 01 AT 0.384 01 TR 00737 X109FD14 000000

Valuation at a Glance

	This Period
Beginning Account Value	\$301,244.56
Dividends/Interest	226.03
Change in Account Value	-99.00
Ending Account Value	\$301,371.59
Estimated Annual Income	\$3,800.00

CITY OF TAFT
 209 EAST KERN ST
 TAFT CA 93268-3224



Your Account Executive:
 MICHAEL DEGEETER
 (800) 967-4507

Asset Allocation

	Last Period	This Period	% Allocation
Cash, Money Funds, and Bank Deposits	233.56	459.59	1%
Fixed Income	301,011.00	300,912.00	99%
Account Total	\$301,244.56	\$301,371.59	100%



Cleaving through Pershing LLC, a wholly owned subsidiary of The Bank of New York Mellon Corporation (BNY Mellon) Pershing LLC member FINRA, NYSE, SIPC

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PAR-02-ROLL



MULTI-BANK SECURITIES, INC.
 FINRA, SIPC, MSRB
 1000 Town Center, Suite 2300
 Southfield, MI 48075
 (800) 967-9045

Brokerage Account Statement

Statement Period: 07/01/2013 - 07/31/2013

Portfolio Holdings (continued)

Description	Quantity	Market Price	Market Value	Accrued Interest	Estimated Annual Income	Estimated Yield
Fixed Income 99.00% of Portfolio (In Maturity Date Sequence)						
Certificates of Deposit						
FIRSTBANK P R SANTURCE CTF DEP	100,000,000	100.3350	100,335.00	30.68	1,600.00	1.59%
ACT/365 1.600% 11/25/13 B/E						
DTD 11/24/10 1ST CPN DTE 12/24/10						
Security Identifier: 337624H52						
DISCOVER BK GREENWOOD DEL CTF	100,000,000	100.6220	100,622.00	238.77	1,050.00	1.04%
DEP DTD 05/09/2012 ACT/365						
1.050% 05/11/15 B/E DTD 05/09/12						
Security Identifier: 254671ARI						
FIRSTBANK P R SANTURCE	100,000,000	99.9550	99,955.00	31.51	1,150.00	1.15%
CTF DEP ACT/365 1.150% 11/21/16 B/E						
DTD 11/21/12 1ST CPN DTE 12/21/12						
Security Identifier: 337641P18						
Total Certificates of Deposit:	300,000,000		\$300,912.00	\$300.96	\$3,800.00	
Total Fixed Income:	300,000,000		\$300,912.00	\$300.96	\$3,800.00	
			Market Value	Accrued Interest	Estimated Annual Income	
			\$301,371.59	\$300.96	\$3,800.00	

Portfolio Holdings Disclosures

Pricing

This section includes the net market value of the securities in your account on a settlement date basis, including short positions, at the close of the statement period. The market prices have been obtained from sources which we believe to be reliable. Pershing may not use the closing price of the particular exchange or marketplace where your position was purchased as the "Market Price." Securities for which a price is not available are marked "N/A" and are omitted from the Total. The estimated annual income (EAI) and estimated current yield (ECY) figures are estimates and for informational purposes only. These figures are not considered to be a forecast or guarantee of future results. These figures are computed using information from providers believed to be reliable; however, no assurance can be made as to the accuracy. Since interest and dividend rates are subject to change at any time, and may be affected by current and future economic, political, and business conditions, they should not be relied on for making investment, trading, or tax decisions. These figures assume that the position quantities, interest and dividend rates, and prices remain constant. A capital gain or return of principal may be included in the figures for certain securities, thereby overstating them. Refer to www.pershing.com/business_continuity.html for specific details as to formulas used to calculate the figures. Accrued interest represents interest earned but not yet received. THE AS OF PRICE DATE ONLY APPEARS WHEN THE PRICE DATE DOES NOT EQUAL THE STATEMENT DATE.



MULTI-BANK SECURITIES, INC.

FINRA, SIPC, MSRB
1000 Town Center, Suite 2300
Southfield, MI 48075
(800) 967-9045

Brokerage Account Statement

Statement Period: 07/01/2013 - 07/31/2013

Transactions by Type of Activity

Process/ Settlement Date	Activity Type	Description	Quantity	Price	Accrued Interest	Amount	CCY
07/22/13	DIVIDENDS AND INTEREST	100000 FIRSTBANK P R SANTURCE CTF DEP ACT/365				94.52	USD
	BOND INTEREST RECEIVED	1.1500% 11/21/16 B/E DTD 11/21/12 RD 07/06 PD 07/21/13					
		33764IP18					
07/24/13	BOND INTEREST RECEIVED	100000 FIRSTBANK P R SANTURCE CTF DEP ACT/365				131.51	USD
		1.6000% 11/25/13 B/E DTD 11/24/10 RD 07/09 PD 07/24/13					
		337624H52					
	Total Dividends and Interest			\$0.00		\$226.03	USD
	Total Value of Transactions			\$0.00		\$226.03	

The price and quantity displayed may have been rounded.

Messages

Although a money market mutual fund seeks to preserve the value of your investment at \$1 per share, it is possible to lose money by investing in a money market mutual fund. Please see the money market mutual fund's prospectus or contact your investment professional for additional information.

Important Arbitration Disclosures and Important Arbitration Agreement

Important Arbitration Disclosures

- All parties to this agreement are giving up the right to sue each other in court, including the right to a trial by jury, except as provided by the rules of the arbitration forum in which a claim is filed.
- Arbitration awards are generally final and binding, a party's ability to have a court reverse or modify an arbitration award is very limited.
- The ability of the parties to obtain documents, witness statements and other discovery is generally more limited in arbitration than in court proceedings.
- The arbitrators do not have to explain the reason(s) for their award, unless, in an eligible case, a joint request for an explained decision has been submitted by all parties to the panel at least 20 days prior to the first scheduled hearing date.
- The panel of arbitrators will typically include a minority of arbitrators who were or are affiliated with the securities industry.
- The rules of some arbitration forums may impose time limits for bringing a claim in arbitration. In some cases, a claim that is ineligible for arbitration may be brought in court.
- The rules of the arbitration forum in which the claim is filed, and any amendments thereto, shall be incorporated into this agreement.

Important Arbitration Agreement

Any controversy between you and Pershing LLC shall be submitted to arbitration before the Financial Industry Regulatory Authority. No person shall bring a putative or certified class action to arbitration, nor seek to enforce any predispute arbitration agreement against any person who has initiated in court a putative class action, who is a member of a putative class who has not opted out of the class with respect to any claims encompassed by the putative class action until; (i) the class certification is denied; (ii) the class is decertified; or (iii) the client is excluded from the class by the court. Such forbearance to enforce an agreement to arbitrate shall not constitute a waiver of any rights under this agreement except to the extent stated herein. The laws of the State of New York govern.

Pershing's contact information is as follows: Pershing LLC; Legal Department; One Pershing Plaza; Jersey City, New Jersey 07399; (201) 413-3330.

EXHIBIT I

CITY OF TAFT MORGAN STANLEY INVESTMENT IN CERTIFICATE OF DEPOSIT BALANCES AS OF 7/31/13

INVESTMENT DESCRIPTION	COST AT PAR	INTEREST EARNED	TOTAL COSTS COST @ PAR+ ACCRUED INT.	MARKET VALUE	RATE OF RETURNS	ANTICIPATED INCOME (ANNUALIZED)	INTEREST PAYMENT DATES
CIT BANK SALT LAKE CITY CD PURCHASED: 8/11/11/ DUE: 2/17/15 FIRST COUPON: 2/17/12/ CALL: 2/17/15	\$ 34,000.00	\$ -	\$ 34,000.00	\$ 34,000.00	1.250%	\$425.00	FEB 17 AUG 17
BANCO BILBAO VIZCAYA ARGENTARIA, PUERTO RICO CD PURCHASED: 2/14/12/ DUE: 8/14/12 FIRST COUPON: 8/14/12/ CALL: 8/14/14	\$ 240,000.00	\$ -	\$ 240,000.00	\$ 241,332.00	0.850%	\$2,040.00	FEB 14 AUG 14
ORIENTAL B&T CD HATO REY PR CD PURCHASED: 5/6/13/ DUE: 5/16/17 FIRST COUPON: 6/16/13/ CALL: 11/15/13	\$ 118,000.00	\$ -	\$ 118,000.00	\$ 116,103.74	0.900%	\$1,062.00	Monthly
GE CAP RET BK DRAPER UT CD PURCHASED: 7/6/12/ DUE: 1/6/15 FIRST COUPON: 1/6/13/ CALL: 1/6/15	\$ 56,000.00	\$ -	\$ 56,000.00	\$ 56,213.36	1.100%	\$6,500.00	JAN 6 JUL 6
GOLDMAN SACHS CD NEW YORK CD PURCHASED: 11/9/12/ DUE: 11/14/16 FIRST COUPON: 1/9/13/ CALL: 11/14/16	\$ 53,000.00	\$ -	\$ 53,000.00	\$ 52,887.64	1.350%	\$715.50	MAY 14 NOV 14
WORLD FINANCIAL NETWORK BANK WILMINGT PURCHASED: 9/21/11/ DUE: 9/22/14 FIRST COUPON: 10/2/11/ CALL: 9/22/14	\$ 100,000.00	\$ -	\$ 100,000.00	\$ 100,729.00	1.500%	\$1,500.00	OCT 2 NOV 2
MORGAN STANLEY BANK	\$ 2,221.52	\$ -	\$ 2,221.52	\$ 2,221.52	0.010%	\$12.00	
ACCRUED INTEREST	\$ -	\$ -	\$ 1,486.88	\$ 1,486.88			
TOTAL INVESTMENTS	\$ 603,221.52	\$ -	\$ 604,708.40	\$ 604,974.14	1.160%	\$12,254.50	

TOTAL ANNUAL INTEREST INCOME FROM THESE INVESTMENTS:

\$12,254.50



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CITY OF TAFT

CLIENT STATEMENT | For the Period July 1-31, 2013

#BWNJGWM

CITY OF TAFT
 C/O BILL LE BARRON &
 TERESA BINKLEY
 209 E. KERN STREET
 TAFT CA 93268-3224

TOTAL VALUE LAST PERIOD (as of 6/30/13) \$604,873.99
 NET CREDITS/DEBITS/TRANSFERS —
 CHANGE IN VALUE 100.15
TOTAL VALUE OF YOUR ACCOUNT (as of 7/31/13) \$604,974.14
 (Total Values include accrued interest)

Your Branch

9100 MING AVENUE, SUITE 205
 BAKERSFIELD, CA 93311
 Telephone: 661-663-8100
 Alt. Phone: 800-421-2171
 Fax: 661-663-4650

Client Service Center

800-869-3326
 24 Hours a Day, 7 Days a Week

Access your accounts online

www.morganstanley.com/online

EXHIBIT J

Your Financial Advisor

Rupert Gregorio
 Rupert.Gregorio@morganstanley.com
 661 663-4654



CLIENT STATEMENT | For the Period July 1-31, 2013

Active Assets Account
117-066979-235
CITY OF TAFT
C/O BILL LE BARRON &

Account Summary

BALANCE SHEET (includes accrued interest)

	Last Period (as of 6/30/13)	This Period (as of 7/31/13)
Cash, Deposits, Money Market Funds	\$1,705.45	\$2,221.52
Certificates of Deposit	603,168.54	602,752.62
Total Assets	\$604,873.99	\$604,974.14
<i>There are no liabilities for this account.</i>		
Total Liabilities (outstanding balance)		
TOTAL VALUE	\$604,873.99	\$604,974.14

CASH FLOW

	This Period (7/1/13-7/31/13)	This Year (1/1/13-7/31/13)
OPENING CASH, DEPOSITS, MMFs	\$1,705.45	\$515.42
Purchases	—	(118,000.00)
Sales and Redemptions	—	116,000.00
Income	516.07	3,856.10
Total Investment Related Activity	\$516.07	\$1,856.10
Other Debits	—	(150.00)
Total Cash Related Activity	—	\$(150.00)
Debit Card	—	—
ATM/Cash Advances	—	—
Checks Written	—	—
Automated Payments	—	—
Total Card/Check Activity	—	—
CLOSING CASH, DEPOSITS, MMFs	\$2,221.52	\$2,221.52

BUSINESS
ACCOUNTS

TRUST
ACCOUNTS

EDUCATION
ACCOUNTS

RETIREMENT
ACCOUNTS

PERSONAL
ACCOUNTS



CLIENT STATEMENT | For the Period July 1-31, 2013

Active Assets Account
117-066979-235
CITY OF TAFT
C/O BILL LE BARRON &

Brokerage Account

Account Detail

Investment Objectives†: Income, Aggressive Income, Capital Appreciation
† See the Expanded Disclosures for more information about investment objectives. Please review for accuracy and inform us if your investment objectives change.

HOLDINGS

This section reflects the impact of positions purchased/sold on a trade date basis, and will include positions purchased and omit positions sold in the current month. Please see the "Unsettled Purchases/Sales Activity" section for more information.
The "Market Value" and "Unrealized Gain/(Loss)" figures shown are representative values as of the last business day of the statement period indicated, which may not reflect the value that could actually be obtained in the market. See "Pricing of Securities" in the Expanded Disclosures. Fixed Income securities are sorted by maturity or pre-funding date, and alphabetically within date.
Estimated annual income and estimated yield for certain securities can include return of principal or capital gains which could overstate such estimates. Estimated yield and estimated annual income are estimates and the actual income or yield may be lower or higher than the estimates. Estimated yield reflects only the income generated by an investment. It does not reflect changes in its price, which may fluctuate.
Structured products appear in various statement product categories and are identified as "Structured Products" in the Security Description column. Estimated accrued interest, estimated annual income and estimated yield for structured products with a contingent income feature (such as Range Accrual Notes or Contingent Income Notes) assume specified accrual conditions are met during the relevant observation period and payment in full of all contingent interest. If you hold structured products, please see "Special Considerations Regarding Structured Products" in the Disclosures.
New Treasury regulations require that we report on Form 1099-B after the close of the tax year your adjusted cost basis and classify the gain or loss as either long-term or short-term on the sale of covered securities acquired on or after January 1, 2011. These regulations also require that we make basis adjustments due to wash sales, certain corporate actions and transfers by gift or inheritance, which will be reflected on your Form 1099-B. Cost basis is reflected on monthly statements for informational purposes only and should not be used in the preparation of your income tax returns. Please refer to the Expanded Disclosures for additional information.

CASH, DEPOSITS AND MONEY MARKET FUNDS

Cash, Deposits and Money Market Funds are generally displayed on a settlement date basis. However, Global Currency Deposits may include both settled and unsettled positions. Estimated Annual Income, Accrued Interest and APY% will only be displayed for fully settled positions. In the event, all or a portion of a Global Currency Deposit position is unsettled as of month end, this data will not be available.

Description	Value	Estimated Annual Income	7-Day Current Yield %	Annual Percentage Yield %
MORGAN STANLEY BANK N.A. #	\$2,221.52			0.010
	Percentage of Assets %	Market Value	Estimated Annual Income	Annual Percentage Yield %
	0.4%	\$2,221.52		
		Accrued Interest	Estimated Annual Income	Annual Percentage Yield %
		\$0.00		
		\$0.00		

Bank Deposits are held at either: (1) Morgan Stanley Bank, N.A., and/or Morgan Stanley Private Bank, National Association, affiliates of Morgan Stanley Smith Barney LLC, or (2) Citibank, N.A., each a national bank and FDIC member.



CLIENT STATEMENT | For the Period July 1-31, 2013

Active Assets Account
117-066979-235
CITY OF TAFT
C/O BILL LE BARRON &

Account Detail

ACTIVITY

CASH FLOW ACTIVITY BY DATE

Transaction Settlement Date	Activity Type	Description	Comments	Quantity	Price	Credits/(Debits)
7/2	Interest Income	WORLD JUMBO CD 1500 14SP22	CUSIP: 981999U52			\$123.29
7/8	Interest Income	GE CAP RET BK 1100 15JA06	CUSIP: 361570GQ4			305.47
7/16	Interest Income	ORIENTAL B&T CD 0900 *17MY16	CUSIP: 686184TH5			87.29
7/30	Interest Income	MORGAN STANLEY BANK N.A. (Period 06/28-07/30)				0.02
NET CREDITS/(DEBITS)						\$516.07

MONEY MARKET FUND (MMF) AND BANK DEPOSITS ACTIVITY

Date	Activity Type	Description	Credits/(Debits)
7/3	Automatic Investment	BANK DEPOSIT PROGRAM	\$123.29
7/9	Automatic Investment	BANK DEPOSIT PROGRAM	305.47
7/17	Automatic Investment	BANK DEPOSIT PROGRAM	87.29
7/30	Automatic Investment	BANK DEPOSIT PROGRAM	0.02
NET ACTIVITY FOR PERIOD			\$516.07

CITY OF TAFT
UBS FINANCIAL SERVICES INC.
BALANCES AS OF 7/31/13

EXHIBIT K

INVESTMENT DESCRIPTION	COST AT PAR	INTEREST EARNED	TOTAL COSTS COST @ PAR+ ACCRUED INT.	MARKET VALUE	RATE OF RETURNS	ANTICIPATED INCOME (ANNUALIZED)	INTEREST PAYMENT DATES
FIRSTBANK OF PUERT PR PURCHASED: 8/1/12 DUE: 8/01/13 FIRST COUPON: 9/1/12/ CALL: 8/01/13	\$ 100,000.00	\$ -	\$ 100,000.00	\$ 100,000.00	0.550%	\$550.00	MONTHLY
GE CAPITAL FIN UT US PURCHASED: 7/27/12/ DUE: 7/27/16 FIRST COUPON: 7/27/12/ CALL: 7/27/16	\$ 100,000.00	\$ -	\$ 100,000.00	\$ 100,296.00	1.000%	\$1,000.00	MONTHLY
AMERICAN EXP CENT UT US PURCHASED: 8/07/12/ DUE: 8/03/15 FIRST COUPON: 9/07/12/ CALL: 8/03/15	\$ 100,000.00	\$ -	\$ 100,000.00	\$ 100,591.00	1.110%	\$1,100.00	MONTHLY
GE CAPITAL FIN UT US PURCHASED: 7/27/12/ DUE: 7/27/16 FIRST COUPON: 7/27/12/ CALL: 7/27/16	\$ 100,000.00	\$ -	\$ 100,000.00	\$ 100,012.00	1.350%	\$1,350.00	MONTHLY
GE CAP RETAIL BNK UT US PURCHASED: 7/27/12/ DUE: 7/27/17 FIRST COUPON: 7/27/12/ CALL: 7/27/17	\$ 100,000.00	\$ -	\$ 100,000.00	\$ 100,395.00	1.800%	\$1,800.00	MONTHLY
CASH AND MONEY BALANCE	\$ -	\$ -	\$ 2,283.97	\$ 2,283.97			
ACCRUED INTEREST	\$ -	\$ -	\$ 630.14	\$ 630.14			
UNREALIZED GAINS AND LOSSES	\$ -	\$ -	\$ -	\$ -			
TOTAL INVESTMENTS	\$ 500,000.00	\$ -	\$ 502,914.11	\$ 504,208.11	1.937%	\$5,800.00	
TOTAL ANNUAL INTEREST INCOME FROM THESE INVESTMENTS:						<u>\$5,800.00</u>	



UBS Financial Services Inc.
10001 Woodloch Forest Dr
Suite 100
The Woodlands TX 77380-1924

APZ3001541391 0713 EM 0

Business Services Account

July 2013

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CITY OF TAFT

Account name: CITY OF TAFT
ATTN MS TERESA BINKLEY
Account number: EM 16414 70

Your Financial Advisor:
EBERT, RICHARD
Phone: 281-362-6360/866-215-5651

Questions about your statement?
Call your Financial Advisor or the
ResourceLine at 800-762-1000,
account 735016414.

Visit our website:
www.ubs.com/financialservices

Items for your attention

- ▶ If you use UBS Online Services, consider changing your User Name and Password regularly to protect your personal data.
- Not enrolled? Go to ubs.com/onlineervices.

00007261 02 AT 0.384 02 TR 00041 B301B041 0000000 e0g
CITY OF TAFT
ATTN MS TERESA BINKLEY
209 EAST KERN ST
TAFT CA 93268-3224

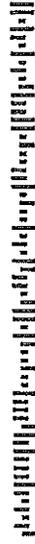


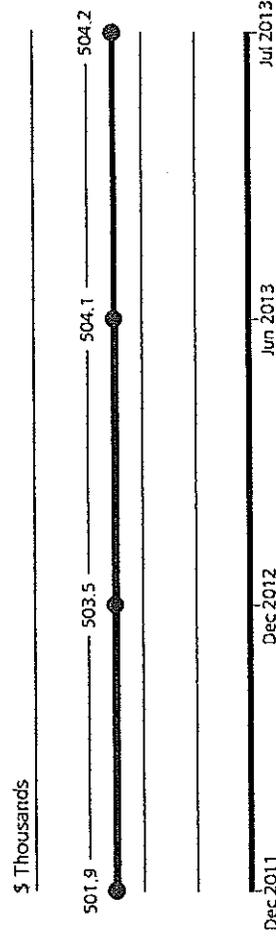
EXHIBIT L

As a service to you, your portfolio value of \$504,208.11 includes accrued interest.

Value of your account

	on June 28 (\$)	on July 31 (\$)
Your assets	504,055.72	504,208.11
Your liabilities	0.00	0.00
Value of your account	\$504,055.72	\$504,208.11
Accrued interest in value above	\$2,208.90	\$630.14

Tracking the value of your account



Sources of your account growth during 2013

Value of your account at year end 2012	\$503,466.64
Net deposits and withdrawals	-\$2,779.29
Your investment return:	
Dividend and interest income	\$5,023.97
Change in value of accrued interest	-\$1,655.21
Change in market value	\$152.00
Value of your account on Jul 31, 2013	\$504,208.11





Business Services Account
July 2013

CITY OF TAFT
EM 16414 70

Account name:
Account number:

Your Financial Advisor:
EBERT, RICHARD
281-362-6360/866-215-5651

Change in the value of your account

	July 2013 (\$)	Year to date (\$)
Opening account value	\$504,055.72	\$503,466.64
Withdrawals and fees, including investments transferred out	0.00	-2,779.29
Dividend and interest income	2,103.15	5,023.97
Change in value of accrued interest	-1,578.76	-1,655.21
Change in market value	-372.00	152.00
Closing account value	\$504,208.11	\$504,208.11

Dividend and interest income earned

For purposes of this statement, taxability of interest and dividend income has been determined from a US tax reporting perspective. Based upon the residence of the account holder, account type, or product type, some interest and/or dividend payments may not be subject to United States (US) and/or Puerto Rico (PR) income taxes. The client monthly statement is not intended to be used and cannot be relied upon for tax purposes. Clients should refer to the applicable tax reporting forms they receive from UBS annually, such as the Forms 1099 and the Forms 480, for tax reporting information. It is the practice of UBS to file the applicable tax reporting forms with the US Internal Revenue Service and PR Treasury Department, and in such forms accurately classify dividends and/or interest as tax exempt or taxable income. Please consult your individual tax preparer.

	July 2013 (\$)	Year to date (\$)
Taxable interest	2,103.15	5,023.97
Total current year	\$2,103.15	\$5,023.97
Total dividend & interest	\$2,103.15	\$5,023.97

Summary of gains and losses

Values reported below exclude products for which gains and losses are not classified.

	Realized gains and losses		Unrealized gains and losses (\$)
	July 2013 (\$)	Year to date (\$)	
Long term	0.00	0.00	1,294.00

Cash activity summary

See Account activity this month for details. Balances in your Sweep Options are included in the opening and closing balances value. FDIC insurance applies only to deposits at UBS Bank USA, not to deposits at UBS AG, Stamford Branch or bank deposits placed through the UBS International Deposit Account program. SIPC protection applies to money market sweep fund holdings but not bank deposits. See important information about your statement on the last two pages of this document for details.

	July 2013 (\$)	Year to date (\$)
Opening balances	\$180.82	\$39.29
Additions		
Dividend and interest income	2,103.15	5,023.97
Total additions	\$2,103.15	\$5,023.97
Subtractions		
Other funds debited	0.00	-2,779.29
Total subtractions	\$0.00	-\$2,779.29
Net cash flow	\$2,103.15	\$2,244.68
Closing balances	\$2,283.97	\$2,283.97





Business Services Account
July 2013

Account name: CITY OF TAFT
Account number: EM 16414 70

Your Financial Advisor:
EBERT, RICHARD
281-362-6360/866-215-5651

Your assets

Some prices, income and current values shown may be approximate. As a result, gains and losses may not be accurately reflected. See *Important information about your statement* at the end of this document for more information.

Cash

Cash and money balances

Cash and money balances may include available cash balances, UBS Bank USA deposit account balances, UBS AG Stamford Branch deposit account balances and money market mutual fund sweep balances.

UBS Bank USA deposit account balances are insured by the FDIC within applicable limits, but are not protected by SIPC. UBS AG Stamford Branch deposit account balances are not insured by FDIC and are not protected by SIPC. Money market sweep balances are protected by SIPC but are not insured by the FDIC. See the *Important information about your statement* at the end of this document for details about those balances.

Holding	Opening balance on Jul 1 (\$)	Closing balance on Jul 31 (\$)	Price per share on Jul 31 (\$)	Average rate	Dividend/Interest period	Days in period
UBS BANK USA DEP ACCT	180.82	2,283.97				

Fixed income

Certificates of deposit

Cost basis has been adjusted for accreted original issue discount (OID) on long-term (more than 1 year) CDs.

Holding	Trade date	Total face value at maturity (\$)	Purchase price (\$)	Cost basis (\$)	Price on Jul 31 (\$)	Value on Jul 31 (\$)	Unrealized gain or loss (\$)	Holding period
FIRSTBANK OF PUERT PR RATE 00.5500% MAT 08/01/2013 FIXED RATE CD								
ACCRUED INTEREST \$45.21 CUSIP 33764JHN8								
EAI: \$46 Current yield: 0.55%	Jul 23, 12	100,000.000	100,000	100,000.00	100.000	100,000.00		LT
GE CAPITAL FIN UT US RATE 01.0000% MAT 07/28/2014 FIXED RATE CD								
ACCRUED INTEREST \$10.96 CUSIP 36160WT41								
EAI: \$1,000 Current yield: 1.00%	Jul 23, 12	100,000.000	100,000	100,000.00	100.296	100,296.00	296.00	LT

continued next page





Business Services Account
July 2013

Account name: CITY OF TAFT
EM 16414 70
Account number:

Your Financial Advisor:
EBERT, RICHARD
281-362-6360/866-215-5651

Account activity this month

For more information about the price/value shown for restricted securities, see *Important information about your statement* at the end of this document.

Date	Activity	Description	Your expense code	Quantity/ Face value	Price/Value (\$)	Cash amount (\$)	Cash and money balance (\$)
Jun 28		Cash and money balance					\$180.82
Jul 1	Interest	FIRSTBANK OF PUERT PR RT 00.5500% MAT 08/01/13 FIXED RATE CD PAID ON 100000 CUSIP: 33764JHN8				45.21	225.03
Jul 29	Interest	GE CAP RETAIL BNK UT US RT 01.8000% MAT 07/27/17 FIXED RATE CD PAID ON 100000 CUSIP: 36160NQR3				892.60	
Jul 29	Interest	GE CAPITAL FIN UT US RT 01.0000% MAT 07/28/14 FIXED RATE CD PAID ON 100000 CUSIP: 36160WT41				495.89	
Jul 29	Interest	GE CAPITAL FIN UT US RT 01.3500% MAT 07/27/16 FIXED RATE CD PAID ON 100000 CUSIP: 36160WT74				669.45	2,283.97
Jul 31		Closing cash and money balance					\$2,283.97

Money balance activities	Date	Activity	Description	Amount (\$)
	Jun 28	Balance forward		\$180.82
	Jul 2	Deposit	UBS BANK USA DEPOSIT ACCOUNT	45.21
	Jul 30	Deposit	UBS BANK USA DEPOSIT ACCOUNT	2,057.94
	Jul 31	Closing UBS Bank USA Deposit Account		\$2,283.97

The UBS Bank USA Deposit Account is your primary sweep option.

Unsettled transaction activity

The following transaction(s) are pending settlement.

Trade date	Settlement date	Activity	Description	Quantity	Price / Value (\$)	Amount (\$)
Jul 26, 13	Aug 01, 13	Bought	AMERICAN EXP CENT UT US RT 01.9500% MAT 08/01/18 FIXED RATE CD YTM = 1.950	100,000.000	100.0000000	-100,000.00
Total pending investments purchased						-\$100,000.00





UBS Financial Services Inc. (the Firm or UBS Financial Services), is a member of all principal security, commodity and options exchanges. UBS Financial Services, Inc. is an indirect subsidiary of UBS AG and an affiliate of UBS Securities LLC. The Firm's financial statement is available upon request. The Firm's executive offices are at

UBS Financial Services Inc.
1200 Harbor Boulevard
Weehawken, NJ 07086

The purpose of this statement

This statement represents the only official record of your UBS Financial Services account. Other records, except official tax documents, containing conflicting data should not be relied upon. If you believe there is an error or omission, please report it immediately in writing to the Branch Manager of the office servicing your account.

Communications with the Firm

- Please re-confirm any oral communications in writing to further protect your rights, including your rights under the Securities Investor Protection Act (SIPA).
- If the financial institution on the top left of the front of this statement is not UBS Financial Services, UBS Financial Services carries your account as clearing broker by arrangement with the indicated institution. We informed you of this relationship when you opened this account. In this case, your funds and securities are located at UBS Financial Services and not the introducing broker, and you must make a report of any error or omission to both firms.

All account statements shall be deemed complete and accurate if not objected to in writing within 60 days.

- Please direct customer complaints or inquiries to the Firm's Client Relations Department at 201-352-1699 or toll-free at 800-354-9103, 8:00 A.M. to 6:00 P.M. ET Monday through Friday, or in writing to UBS Financial Services Inc., Client Relations Department, P.O. Box 766 Union City, NJ 07087.
- In case of errors or questions about an electronic funds transfer (EFT), bill payment or UBS Visa® debit card transactions, call 800-752-1000 or write to UBS Financial Services Inc., 1000 Harbor Blvd., 6th floor, Weehawken, NJ 07086, Attn: RMA/BSA Services.

- Call or write as soon as you can, if you think your statement or receipt is wrong or if you need more information about a transfer on the statement or receipt. The Firm or Card Issuer (as applicable) must hear from you no later than 60 days after the Firm sent you the first statement on which the error or problem appeared.
 - Describe the error or the transfer you are unsure about, and explain as clearly as you can why you believe it is an error or why you need more information.
 - Provide the dollar amount of the suspected error.

The Firm or Card Issuer will investigate your complaint and will correct any error promptly. If it takes more than 10 business days to do this, the Firm will credit your account for the amount you think is in error, so that you will have the use of the money during the time it takes to complete the investigation.

- Please make all checks payable to the Firm or the financial institution indicated on the front of this statement. In addition to regular account fees, accounts may be subject

Important information about your statement

holder on the books and records of the applicable issuer or transfer agent).

- Certain investment contracts or investment interests (e.g., limited partnerships and private placements) that are not registered under the Securities Act of 1933; and
- Commodities contracts (e.g., foreign exchange and precious metal contracts), including futures contracts and commodity option contracts.

The SIPC protection and the supplemental protection do not apply to these assets even if they otherwise appear on your statements. The SIPC protection and the supplemental protection do not protect against changes in the market value of your investments (whether as a result of market movement, issuer bankruptcy or otherwise).

More information is available upon request. You may obtain more information about SIPC, including the SIPC Brochure, by contacting SIPC at 202-371-8300 or by visiting the SIPC website at www.sipc.org

UBS Financial Services is not a bank. Unless otherwise disclosed, securities and other investments held through UBS Financial Services ARE NOT FDIC INSURED, ARE NOT BANK GUARANTEED, AND MAY LOSE VALUE.

International Deposit Account (IDA)

IDA is an interest-bearing account maintained by UBS AG at its Cayman Island Branch where the uninvested cash in the client's International Resource Management Account is automatically "swept" or invested on a daily basis. The swept cash is temporarily exposed to the sovereign risk of the Cayman Islands, and there is no guarantee or other obligation of UBS Financial Services or any other branch of UBS AG to repay the balance while it is on the Cayman Island Branch's books. These automatic deposits made into the IDA are not insured by FDIC or protected by SIPC.

Dividend Reinvestment Program (DRIP)

The price reflected is an average price. You may obtain the actual price from your Financial Advisor. Only whole shares are purchased under DRIP; partial shares will be sold and the cash will be deposited in your account. There may be a small difference, positive or negative, between the dividend reinvestment price supplied by the issuer and the market price at which the partial shares are sold.

Cash-in-Hand

Only whole units may be held in your account. If you are entitled to a partial unit as a result of a dividend payment or otherwise, the Firm will either sell whole units at market price or accept an amount determined by a registered clearing agency, and credit your account in cash.

Investment objectives

The investment objectives you select reflect the overall goals you have for this account and apply to the whole account; not to specific investments within the account. Please advise the Firm promptly in writing of any significant change in your financial situation or investment objectives. For each account held, you choose one return objective and primary and, if applicable, secondary risk profile. The following two sections list the alternatives.

Return objectives

- **Current Income:** Investments seeking the generation of income only.

- **Capital Appreciation:** Investments seeking growth of principal rather than the generation of income.
- **Combination of Income and Capital Appreciation:** Investments seeking both the generation of income and growth of principal.

Risk profiles

- **Conservative:** Seeks to maintain initial principal, with low risk and volatility to the account overall, even if that means the account does not generate significant income or returns and may not keep pace with inflation.
- **Moderate:** Willing to accept some risk to principal and tolerate some volatility to seek higher returns.
- **Aggressive:** Willing to accept high risk to principal and high volatility to seek high returns over time

Statement "Householding"

As a convenience to you, we may consolidate all related account statements with the same address in the same envelope. Accounts may be related for this purpose because they have owners who also maintain joint account relationships with other clients at the same address. This practice is known as "householding." If you do not wish to have all of your statements bundled together — that is, you prefer to receive individual statements mailed in separate envelopes — you may decline householding by calling your Financial Advisor.

Friendly account name

The Friendly account name reflects information that you entered on the Firm's online services website. It is a customizable "nickname" chosen by you to assist you with your recordkeeping processes. It has no legal effect on your account. If you would like to change any of your Friendly account names, please contact your Financial Advisor or access your account information online.

Account overview

- **Value of your account/portfolio:** Net of assets and liabilities.
- **Assets:** Includes available cash balances, values for restricted security (est.), and Global Time Deposits, unrealized marks to market, and certain assets not held by the Firm. Does not include unpriced securities/assets at the end of the prior and current statement periods, or private investments, unvested stock options and exercisable stock options.
- **Liabilities:** Includes debit balances, outstanding margin loans, credit line, short account balances.
- **Cash/money balances:** Total of uninvested available cash balances, plus UBS Bank USA deposit balances, UBS AG Stamford Branch deposit balances and money market mutual fund sweep balances, at the close of the statement period.
- **Non-commodity free credit balances and the Firm may use any of these funds in the ordinary course of its business. These funds are payable upon your demand. This total is included in the current period closing value.**

Lending information

For detailed information on the Firm's truth in lending practices, refer to the "UBS Statement of Credit Practices" available in *Agreements and Disclosures* at www.ubs.com/accounts/sectors. The Firm reserves the right to limit margin purchases and short sales and to alter its margin requirements and due dates for house or other margin calls in accordance with the Firm's guidelines, market conditions and regulatory margin requirements. If you have a margin account with us, as permitted by law, we may use certain securities in your account for settling short sales and lending securities for short sales among other things, and may



EXHIBIT M

CITY OF TAFT
MORGAN STANLEY SMITHBARNEY INVESTMENT IN CERTIFICATE OF DEPOSIT
BALANCES AS OF 7/31/13

INVESTMENT DESCRIPTION	COST AT PAR	INTEREST EARNED	TOTAL COSTS COST @ PAR+ ACCRUED INT.	MARKET VALUE	RATE OF RETURNS	ANTICIPATED INCOME (ANNUALIZED)	INTEREST PAYMENT DATES
WORLD FINANCIAL NETWORK BANK (JUMBO) WILMINGTON DE CD PURCHASED: 8/30/11/ DUE: 9/7/16 FIRST COUPON: 9/30/11/ CALL: 9/17/16	\$ 200,000.00	\$ -	\$ 200,000.00	\$ 204,844.00	2.000%	\$4,000.00	Monthly
MORGAN STANLEY BANK	\$ -	\$ -	\$ -	\$ -			
ACCRUED INTEREST	\$ -	\$ -	\$ 311.70	\$ 311.70			
TOTAL INVESTMENTS	\$ 200,000.00	\$ -	\$ 200,311.70	\$ 205,155.70	2.000%	\$4,000.00	

TOTAL ANNUAL INTEREST INCOME FROM THESE INVESTMENTS: \$4,000.00



Morgan Stanley

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CITY OF TAFT

TOTAL VALUE LAST PERIOD (as of 6/30/13)	\$205,292.98
NET CREDITS/DEBITS/TRANSFERS	(328.77)
CHANGE IN VALUE	191.49
TOTAL VALUE OF YOUR ACCOUNT (as of 7/31/13)	\$205,155.70

(Total Values include accrued interest)

EXHIBIT N

CLIENT STATEMENT | For the Period July 1-31, 2013

#BWNJGWM

CITY OF TAFT
 C/O TERESA BINKLEY
 209 EAST KERN STREET
 TAFT CA 93268-3224

Your Branch

1200 MT KEMBLE AVENUE
 MORRISTOWN, NJ 07962-1903
 Telephone: 973-539-6700
 Alt. Phone: 800-755-4253
 Fax: 973-425-2366

Client Service Center

800-869-3326
 24 Hours a Day, 7 Days a Week

Access your accounts online

www.morganstanley.com/online

Your Financial Advisor
Stephen Bernstein
 First Vice President
 Stephen.Bernstein@morganstanley.com
 973 425-2305



CLIENT STATEMENT | For the Period July 1-31, 2013

Active Assets Account
615-115505-245
CITY OF TAFT
C/O TERESA BINKLEY

Account Summary

BALANCE SHEET ^(^ includes accrued interest)

	Last Period (as of 6/30/13)	This Period (as of 7/31/13)
Certificates of Deposit	\$205,292.98	\$205,155.70
Total Assets	\$205,292.98	\$205,155.70
<i>There are no liabilities for this account.</i>		
Total Liabilities (outstanding balance)		
TOTAL VALUE	\$205,292.98	\$205,155.70

INCOME SUMMARY

	This Period (7/1/13-7/31/13)	This Year (1/1/13-7/31/13)
Qualified Dividends	—	—
Other Dividends	—	—
Long Term Capital Gains Distributions	—	—
Interest	328.77	2,323.31
Other Income	—	—
Total Taxable Income	\$328.77	\$2,323.31
Dividends	—	—
Interest	—	—
Other Income	—	—
Total Tax-Exempt Income		
TOTAL INCOME	\$328.77	\$2,323.31

Taxable and tax exempt income classifications are based on the characteristics of the underlying securities and not the taxable status of the account.

PERSONAL ACCOUNTS	RETIREMENT ACCOUNTS	EDUCATION ACCOUNTS	TRUST ACCOUNTS	BUSINESS ACCOUNTS
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CASH FLOW

	This Period (7/1/13-7/31/13)	This Year (1/1/13-7/31/13)
OPENING CASH, DEPOSITS, MMFs		
Income	328.77	2,323.31
Total Investment Related Activity	\$328.77	\$2,323.31
Electronic Transfers-Debits	(328.77)	(2,323.31)
Total Cash Related Activity	\$(328.77)	\$(2,323.31)
Debit Card	—	—
ATM/Cash Advances	—	—
Checks Written	—	—
Automated Payments	—	—
Total Card/Check Activity	—	—
CLOSING CASH, DEPOSITS, MMFs	—	—

GAIN/(LOSS) SUMMARY

	Realized This Period (7/1/13-7/31/13)	Realized This Year (1/1/13-7/31/13)	Unrealized Inception to Date (as of 7/31/13)
Long-Term Gain	—	—	\$4,844.00

Gain/(Loss) Summary information is provided for informational purposes only and should not be used for tax preparation. This information may change due to basis adjustments. Refer to the Gain/(Loss) Information in the Expanded Disclosures for additional information.



CLIENT STATEMENT | For the Period July 1-31, 2013

Active Assets Account
615-115505-245
CITY OF TAFT
C/O TERESA BINKLEY

Account Detail

Percentage of Assets %	Total Cost	Market Value	Unrealized Gain/(Loss)	Estimated Annual Income	Yield %
100.0%	\$200,000.00	\$204,844.00	\$4,844.00 LT	\$4,000.00	1.95%
				\$311.70	

TOTAL MARKET VALUE

TOTAL VALUE (includes accrued interest)

\$205,155.70

Unrealized Gain/(Loss) totals only reflect positions that have cost basis and/or market value information available. Cash, MMF, Deposits and positions stating 'Please Provide' are not included.

ACTIVITY

CASH FLOW ACTIVITY BY DATE

Transaction Date	Settlement Date	Activity Type	Description	Comments	Quantity	Price	Credits/(Debits)
7/2	7/2	Interest Income	WORLD JUMBO CD 2000 16SP07	CUSIP: 981999S71			\$328.77
7/2	7/2	Funds Transferred	MONTHLY INCOME CHECK	INCOME FOR JULY 2013			(328.77)
NET CREDITS/(DEBITS)							\$0.00

EXHIBIT O

**CITY OF TAFT
INVESTMENT IN MUTUAL SECURITIES
BALANCES AS OF 7/31/13**

INVESTMENT DESCRIPTION	COST AT PAR	ACCRUED INTEREST	TOTAL COSTS COST @ PAR+ ACCRUED INT.	MARKET VALUE	RATE OF RETURNS	ANNUAL INCOME	INTEREST PAYMENT DATES
STATE BK INDIA NEW YORK NY CD PURCHASED: 4/27/12 DUE: 4/27/17 FIRST COUPON: 10/27/12 CALL: 4/27/17	\$ 250,000.00	\$ -	\$ 250,000.00	\$ 253,420.00	2.0000%	\$5,000.00	April, 27 October, 27
MONEY MARKET	\$ 0.01	\$ -	\$ 0.01	\$ 0.01			
ANNUAL CUSTODY FEE	\$ -	\$ -	\$ (30.00)	\$ (30.00)			
TOTAL INVESTMENTS	\$ 250,000.01	\$ -	\$ 249,970.01	\$ 253,390.01	2.0000%	\$5,000.00	

TOTAL ANNUAL INTEREST INCOME FROM THESE INVESTMENTS:

\$5,000.00

ENV# CEBBFBRKBBBIBJV_BBBBB
MUTUAL SECURITIES, INC.
P.O. BOX 2864
CAMARILLO, CA 93011

06017235

CITY OF TAFT CA
TERESA BINKLEY
209 E KERN ST
TAFT CA 93268



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CITY OF TAFT

STATEMENT FOR THE PERIOD JULY 1, 2013 TO JULY 31, 2013

CITY OF TAFT CA - Unincorporated Assn
Account Number: OFN-145564

YOUR FINANCIAL ADVISOR IS

MICHAEL HINES
RR#: 467

For questions about your accounts
Local: 949 715 3774

TOTAL VALUE OF YOUR PORTFOLIO \$253,390.01

CHANGE IN VALUE OF YOUR PORTFOLIO

\$ thousands

300,000

225,000

150,000

75,000

0,000

06/12 09/12 12/12 03/13 06/13 CURRENT

Change In Value Of Your Portfolio information can be found in Miscellaneous Footnotes at the end of this statement.

Account carried with National Financial Services LLC, Member
NYSE, SIPC

Mutual Securities, Inc.

MN_CEBBFBRKBBBIBJV_BBBBB 20130731

EXHIBIT P

Statement for the Period July 1, 2013 to July 31, 2013

CITY OF TAFT CA - Unincorporated Assn
Account Number: 0FN-145564



Account Overview *continued*

MESSAGES AND ALERTS

Accounts are protected to a value of \$500,000 through Securities Investor Protection Corporation (SIPC), of which the portion of cash claims are limited to \$100,000. Full protection in excess of SIPC coverage is provided by Assets Guaranty Insurance Company for total net account equity (unlimited) in excess of that which is provided by the SIPC. Complete details are available upon request.

Statement for the Period July 1, 2013 to July 31, 2013
 CITY OF TAFT CA - Unincorporated Assn
 Account Number: 0FN-145564



HOLDINGS > FIXED INCOME *continued*

Description	Symbol/Cusip Account Type	Quantity	Estimated Price on 07/31/13	Estimated Current Market Value	Estimated Annual Income
STATE BK INDIA NEW YORK NY CD 02.00000% 04/27/2017 FDIC INSURED FDIC INSURED CPN PMT SEMI-ANNUAL ON OCT 27, APR 27 Next Interest Payable: 10/27/13	856284E34 CASH	250,000	\$1.01368	\$253,420.00	
Total Fixed Income					
				\$253,420.00	
Total Securities					
				\$253,420.00	
TOTAL PORTFOLIO VALUE					
				\$253,390.01	

Activity

CORE FUND ACTIVITY

Settlement Date	Account Type	Transaction	Description	Quantity	Amount
07/01/13	CASH	YOU SOLD	PRIME FUND CAPITAL RESERVES CLASS @ 1	(0.01)	\$0.01
TOTAL CORE FUND ACTIVITY					
					\$0.01

ACTIVITY > TAXES, FEES AND EXPENSES

Settlement Date	Account Type	Transaction	Description	Quantity	Amount
07/01/13	CASH	FEE PAID	ANNUAL CUSTODY FEE		(\$30.00)
Account Fees					
07/01/13	CASH	FEE PAID	ANNUAL CUSTODY FEE		(\$30.00)

Mutual Securities, Inc.

Account carried with National Financial Services LLC, Member
 NYSE, SIPC

MN_CEBBFKBBBTV_BBBBB 20130731

GLOSSARY Short Account Balances - If you have sold securities under the short sale rule, we have, in accordance with regulations, segregated the proceeds from such transactions in your Short Account. Any market increases or decreases from the original sale price will be marked to the market and will be transferred to your Margin Account on a weekly basis. **Market Value** - The Total Market Value has been calculated out to 9 decimal places, however, the individual unit price is displayed in 5 decimal places. The Total Market Value represents prices obtained from various sources, may be impacted by the frequency in which such prices are reported and such prices are not guaranteed. Prices received from pricing vendors are generally based on current market quotes, but when such quotes are not available the pricing vendors use a variety of techniques to estimate value. These estimates, particularly for fixed income securities, may be based on certain minimum principal amounts (e.g. \$1 million) and may not reflect all of the factors that affect the value of the security, including liquidity risk. The prices provided are not firm bids or offers. Certain securities may reflect "N/A" or "unavailable" where the price for such security is generally not available from a pricing source. The Market Value of a security, including those priced at par value, may differ from its purchase price and may not

closely reflect the value at which the security may be sold or purchased based on various market factors. Investment decisions should be made only after consulting your broker-dealer. **Estimated Yield ("EY") and Estimated Annual Income ("EAI")** - When available, the coupon rate of some fixed income securities is divided by the current market value of the fixed income security to create the EY figure and/or the current interest rate or most recently declared dividends for certain securities are annualized to create the EAI figure. EAI and EY are estimates, and the income and yield might be lower or higher. Estimates may include return of principal or capital gains, which would render them overstated. In addition, EAI is calculated for positions or accounts where dividends are reinvested and not paid as income. EY reflects only the income generated by an investment; not changes in prices which fluctuate. These figures are based on mathematical calculations of available data, and have been obtained from information providers believed to be reliable, but no assurance can be made as to accuracy. Since the interest and dividend rates are subject to change at any time, and may be affected by current and future economic, political and business conditions, they should not be relied on for making investment, trading decisions, or tax decisions.

CUSTOMER SERVICE: Please review your statement and report any discrepancies immediately. Inquiries or concerns regarding your brokerage account or the activity therein should be directed to your broker-dealer at the telephone number and address reflected on the front of this statement and National Financial Services LLC ("NFS") who carries your brokerage account and acts as your custodian for funds and securities that are deposited with NFS by you or your broker-dealer, or as a result of transactions NFS processes for your account, may also be contacted for statement inaccuracies or discrepancies. NFS may be called at (800) 801-9942. Any oral communications regarding inaccuracies or discrepancies should be reconfirmed in writing to protect your rights, including those under the Securities Investor Protection Act ("SIPA"). When contacting either NFS or your broker-dealer, remember to include your entire brokerage account number to ensure a prompt reply. Please notify the service center or your broker-dealer promptly in writing of any change of address.

ADDITIONAL INFORMATION Customer free credit balances are not segregated and may be used in NFS business, subject to the limitations of 17CFR Section 240.15c3-2 under the Securities and Exchange Act of 1934. You have the right to receive from NFS in the course of normal business operations, subject to open commitments in any of your brokerage accounts, any free credit balances to which you are entitled or any fully paid securities to which you are entitled and any securities purchased on margin upon full payment of any indebtedness to NFS. Interest on free credit balances awaiting reinvestment may be paid out at rates that may vary with current short-term money market rates and/or your brokerage account balances, set at the discretion of your broker-dealer and/or NFS.

Margin: If you have applied for margin privileges and been approved, you may borrow money from NFS in exchange for pledging the assets in your account as collateral for any outstanding margin loan. The amount you may borrow is based on the value of securities in your margin account, which is identified on your statement. If you have a margin account, this is a combined statement of your margin account and special memorandum account other than your non-purpose margin accounts maintained for you under Section 220.5 of Regulation T issued by the Board of Governors of the Federal Reserve Board. The permanent record of the separate account, as required by Regulation T, is available for your inspection upon request. NYSE and FINRA. All transactions are subject to the constitution, rules, regulations, customs, usages, rulings and interpretations of the exchange market and its clearing house, if any, where the transactions are executed, and of the New York Stock Exchange (NYSE) and of the Financial Industry Regulatory Authority ("FINRA"). The FINRA requires that we notify you in writing of the availability of an investor brochure that includes information describing FINRA Regulation's BrokerCheck Program ("Program"). To obtain a brochure or more information about the Program or FINRA Regulation, contact the FINRA Regulation BrokerCheck Program Hotline at (800) 289-9999 or access the FINRA's web site at www.finra.org.

Credit Adjustment Program: Account holders receiving payments in lieu of qualified dividends may not be eligible to receive credit adjustments intended to help cover additional associated federal tax burdens. NFS reserves the right to deny the adjustment to any account holder and to amend or terminate the credit adjustment program.

Options Customers: Each transaction confirmation previously delivered to you contains full information about commissions and other charges. If you require further information, please contact your broker-dealer. Assignments of American and European-style options are allocated among customer short positions pursuant to a random allocation procedure, a description of which is available upon request. Short positions in American-style options are liable for assignment at any time. The writer of a European-style option is subject to exercise assignment only during the exercise period. You should advise your broker-dealer promptly of any material change in your investment objectives or financial situation, Splits, Dividends, and Interest. Expected stock split, next dividend payable, and next interest payable information has been provided by third parties and may be subject to change. Information for certain securities may be missing if not received from third parties in time for printing. NFS is not responsible for inaccurate, incomplete, or missing information. Please consult your broker-dealer for more information about expected stock split, next dividend payable, and Equity Dividend Reinvestment Customers. Shares credited to your brokerage account resulted from transactions effected as agent by either: 1) Your broker-dealer for your investment account, or 2) through the Depository Trust Company (DTC) dividend reinvestment program. For broker-dealer effected transactions, the time of the transactions, the exchange upon which these transactions occurred and the name of the person from whom the security was purchased will be furnished upon written request. NFS may have acted as market maker in effecting trades in "over-the-counter" securities.

Retirement Contributions/Distributions: A summary of retirement contributions/distributions is displayed for you in the activity summary section of your statement. Income Reporting: NFS reports earnings from investments in Traditional IRAs, Rollover IRAs, SEP-IRAs and Keoghs as tax-deferred income. Earnings from Roth IRAs are reported as tax-free income, since distributions may be tax-free after meeting the 5 year aging requirement and certain other conditions. A financial statement of NFS is available for your personal inspection at its office or a copy of it will be mailed to you upon your written request. **Statement Mailing:** NFS will deliver statements by mail or, if applicable, notify you by e-mail of your statement's availability, if you had transactions that affected your cash balances or security positions held in your account(s) during the last monthly reporting period. At a minimum, all brokerage customers will receive quarterly statements (at least four times per calendar year) as long as their accounts contain a cash or securities balance. **Loads and Fees:** In connection with access to, purchase of, and/or maintenance of positions in mutual funds and other investment products ("funds"), your introducing broker dealer and/or NFS may receive the sales

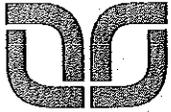
End of Statement

End of Statement

the administration of your brokerage account. The following is a summary of the allocation services performed by your broker-dealer and NFS. A more complete description is available upon request. Your broker-dealer is responsible for: (1) obtaining and verifying brokerage account information and documentation, (2) opening, approving and monitoring your brokerage account, (3) transmitting timely and accurate orders and other instructions to NFS with respect to your brokerage account, (4) determining the suitability of investment recommendations and advice, (5) operating, and supervising your brokerage account and its own activities in compliance with applicable laws and regulations including compliance with margin rules pertaining to your margin account, if applicable, and (6) maintaining required books and records for the services that it performs. NFS shall, at the direction of your broker-dealer: (1) execute, clear and settle transactions processed through NFS by your broker-dealer, (2) prepare and send transaction confirmations and periodic statements of your brokerage account (unless your broker-dealer has undertaken to do so). Certain securities pricing and descriptive information may be provided by your broker-dealer or obtained from third parties deemed to be reliable, however, this information has not been verified by NFS, (3) act as custodian for funds and securities received by NFS on your behalf, (4) follow the instructions of your broker-dealer with respect to transactions and the receipt and delivery of funds and securities for your brokerage account, and (5) extend margin credit for purchasing or carrying securities on margin. Your broker-dealer is responsible for ensuring that your brokerage account is in compliance with federal, industry and NFS margin rules, and for advising you of margin requirements. NFS shall maintain the required books and records for the services it performs. **Securities in accounts carried by NFS are protected in accordance with the Securities Investor Protection Corporation ("SIPC") up to \$500,000.** For claims filed on or after July 22, 2010, the \$500,000 total amount of SIPC protection is inclusive of up to \$250,000 protection for claims for cash, subject to periodic adjustments for inflation in accordance with terms of the SIPC statute and approval by SIPC's Board of Directors. NFS also has arranged for coverage above these limits. Neither coverage protects against a decline in the market value of securities, nor does either coverage extend to certain securities that are considered ineligible for coverage. For more details on SIPC, or to request a SIPC brochure, visit www.sipc.org or call 1-202-377-8300. Funds used to purchase or sweep to a bank deposit are SIPC protected until deposited to a Program Bank at which time funds may be eligible for FDIC insurance. Assets Held Away, commodities, unregistered investment contracts, futures accounts, loaned securities and other investments may not be covered. Mutual funds and/or other securities are not backed or guaranteed by any bank, nor are they insured by the FDIC and involve investment risk including possible loss of principal.

Mutual Securities, Inc.
Account carried with National Financial Services LLC, Member
NYSE, SIPC
100924
Page 7 of 8

EXHIBIT Q



United Security Bank
...response ability

ACCOUNT:

10300805

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07/31/2013

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CITY OF TAFT

CITY OF TAFT
209 E KERN STREET
TAFT CA 93268

TAFT OFFICE
523 CASCADE PLACE
TAFT, CA 93268

TELEPHONE: 661-763-5151

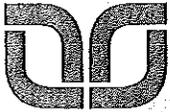
Rate Increase CD CERTIFICATE 10300805

DESCRIPTION	DEBITS	CREDITS	DATE	BALANCE
BALANCE LAST STATEMENT			06/28/13	101,120.76
INTEREST		74.83	07/16/13	101,195.59
BALANCE THIS STATEMENT			07/31/13	101,195.59
INTEREST PAID 2013:	527.61			
INTEREST PAID 2012:	1,144.60			

EXHIBIT Q

ACCOUNT:

10300895



United Security Bank
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TAFT CA 93268

TAFT OFFICE
523 CASCADE PLACE
TAFT, CA 93268

TELEPHONE: 661-763-5151

Rate Increase CD CERTIFICATE 10300895

DESCRIPTION	DEBITS	CREDITS	DATE	BALANCE
BALANCE LAST STATEMENT			06/28/13	101,365.93
INTEREST		68.34	07/06/13	101,434.27
BALANCE THIS STATEMENT			07/31/13	101,434.27
INTEREST PAID 2013:	548.81			
INTEREST PAID 2012:	1,216.64			

EXHIBIT Q

ACCOUNT:

10300931



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Rate Increase CD CERTIFICATE 10300931

DESCRIPTION	DEBITS	CREDITS	DATE	BALANCE
BALANCE LAST STATEMENT			06/28/13	51,164.92
INTEREST		14.72	07/08/13	51,179.64
BALANCE THIS STATEMENT			07/31/13	51,179.64
INTEREST PAID 2013:	307.27			
INTEREST PAID 2012:	583.26			