



Paul Boyer, Mayor
Matt Sisk, Mayor Pro Tem
Don Rowlett, Councilor
Greg Gomez, Councilor
Leonel Benavides,
Councilor

AGENDA
Farmersville City Council

Regular Meeting

September 26, 2016 - 7:00 p.m.

Meeting held in Civic Center Council Chambers
909 W. Visalia Road Farmersville, California

1. Call To Order
2. Roll Call
3. Invocation
4. Pledge Of Allegiance
5. Public Comment

Provides an opportunity for members of the public to address the City Council on items of interest to the public within the Council's jurisdiction and which are not already on the agenda this evening. It is the policy of the Council not to answer questions impromptu.

Concerns or complaints will be referred to the City Manager's office. Speakers should limit their comments to not more than two (2) minutes. No more than twenty (20) total minutes will be allowed for Public Comment. For items which are on the agenda this evening, members of the public will be provided an opportunity to address the council as each item is brought up for discussion. Comments are to be addressed to the Council as a body and not to any individual Council Member.

6. Presentations

6.I. Proclamation: September As Rail Road Crossing Safety Month

City Council Proclamation: September as Rail Road Crossing Safety Month

Documents:

[ITEM 6.1 RAIL ROAD SAFETY PROCLAMATION.PDF](#)

6.II. Recognition Of Farmersville Fire Department

Certificate of Recognition presented to Farmersville Fire Department by City of Lindsay in Appreciation for Providing Mutual Aid on the Sun Treat Packing House Fire on August 12, 2016.

Documents:

[ITEM 6.2 RECOGNITION AND APPRECIATION TO FARMERSVILLE FIRE DEPARTMENT.PDF](#)

7. Public Hearings

7.I. 7:00 PM Public Hearing: Development Impact Fee Report Per AB 1600 And Resolution 2016-041

Public Hearing: Development Impact Fee Report per AB 1600 and Resolution 2016-

041

Documents:

[ITEM 7.1 PUBLIC HEARING DEVELOPEMENT IMPACT FEES AND RESOLUTION 2016-041 AB 1600.PDF](#)

8. Consent Agenda

Under a CONSENT AGENDA category, a recommended course of action for each item is made. Any Council Member or Member of the Public may remove any item from the CONSENT AGENDA in order to discuss and/or change the recommended course of action, and the Council can approve the remainder of the CONSENT AGENDA.

- 8.I. Action Minutes Regular City Council Meeting 09-12-16
Action Minutes Regular City Council Meeting 09-12-16

Documents:

[ITEM 8.1 CC ACTION MINUTES OF REGULAR MEETIGN SEPT 12, 2016.PDF](#)

- 8.II. Action Minutes Special City Council Meeting 09-20-16
Action Minutes Special City Council Meeting 09-20-16

Documents:

[ITEM 8.2 CC ACTION MINUTES OF SPECIAL MEETING OF SEPT 20, 2016.PDF](#)

- 8.III. Surplus Public Works Vehicles
Recomendation to Authroize Surplus of Public Works Vehicles

Documents:

[ITEM 8.3 SURPLUS PUBLIC WORKS VEHICLES.PDF](#)

- 8.IV. Resolution 2016-042 Authorizing Signors Of City Bank Accounts
Recommend Approval of Resolution 2016-042 Authorizing Signors of City Bank Accounts

Documents:

[ITEM 8.4 RESOLUTION 2016-042 AUTH SIGNORS ON CITY BANK ACCOUNTS.PDF](#)

- 8.V. Resolution 2016-042 HOME Program
Recommend Approval of Resolution 2016-042 HOME Program

Documents:

[ITEM 8.5 RESOLUTION 2016-039 HOME PROGRAM.PDF](#)

- 8.VI. Farmersville Park Development Notice Of Completion
Recommend Approval, Acceptance and to Submit Notice of Completion for Park (Sports Park)

Documents:

[ITEM 8.6 FARMERSVILLE PARK DEVELOPMENT NOTICE OF COMPLETION.PDF](#)

- 8.VII. South Farmersville Blvd ATP Program Project Notice Of Exemption
Recommend Approval of South Farmersville Blvd ATP Program Project Notice of Exemption

Documents:

[ITEM 8.7 SOUTH FARMERSVILLE BLVD ATP PROGRAM NOTICE OF EXEMPTION.PDF](#)

9. Discussion Action Items (New Business)

- 9.I. Options For Senior Citizen Services
Discuss and Provide Direction regarding Options for Senior Citizen Services

Documents:

[ITEM 9.1 SENIOR CITIZEN SERVICES.PDF](#)

- 9.II. Community Initiative For Free Little Libraries
Consider Community Interest in a Free Little Library Initiative with Possible Direction to Staff

Documents:

[ITEM 9.2 POSSIBLE ZONING ORDINANCE AMENDMENT FOR FREE LITTLE LIBRARIES.PDF](#)

- 9.III. Proposal For Design Services For Urban Forest And Park Development Project
Recommend Approval of Proposal for Design Services

Documents:

[ITEM 9.3 URBAN FOREST RESTORATION AND PARK DEVELOPEMENT PROPOSAL DESIGN SERVICES.PDF](#)

- 9.IV. 4th Quarter Fiscal Year 15-16 Financial Update
Receive 4th Quarter Fiscal Year 15-16 Financial Update

Documents:

[ITEM 9.4 4TH QUARTER FINANCIAL UPDATE FY 15-16.PDF](#)

- 9.V. Fiscal Year 2016-2017 Budget Amendment
Review and Approve Fiscal Year 2016-2017 Budget Amendment

Documents:

[ITEM 9.5 FY 17 BUDGET AMENDMENT.PDF](#)

- 9.VI. Resolution 2016-043 San Joaquin Valley Air Pollution Control District Representative
Recommend Approval of Resolution 2016-043 supporting nomination of Mr. Craig Vejvoda as San Joaquin Valley Air Pollution Control District Representative

Documents:

[ITEM 9.6 RESOLUTION 2016-043 SAN JOAQUIN VALLEY AIR POLLUTION CONTROL DISTRICT REPRESENTATIVE.PDF](#)

- 9.VII. Resolution 2016-044 Rural Communities Representative To The Greater Kaweah Groundwater Sustainability Agency
Recommend Approval of Resolution 2016-044 naming Rural Communities Representative and Alternate to the Greater Kaweah Groundwater Sustainability Agency from Farmersville

Documents:

[ITEM 9.7 RESOLUTION 2016-044 RURAL COMMUNITIES REPRESENTATIVE TO GREATER KAWEAH GROUNDWATER SUSTAINABILITY AGENCY.PDF](#)

- 9.VIII. Consideration Of Assignment Of Construction Management And Support Services For Visalia Road Project To Quad Knopf
City Council to Consider Assignment of Construction Management and Support Services for Visalia Road Project to Quad Knopf

Documents:

[ITEM 9.8 VISALIA ROAD CONSTRUCTION MANAGEMENT AND SUPPORT SERVICES ASSIGNMENT QUAD KNOPF.PDF](#)

10. Council Reports

- 10.I. City Council Reports As Representatives To Committees And External Organizations

City Council Representatives to External / Internal

Organizations and Committees

TCAG: Mayor Boyer

Alternate: Councilmember Rowlett

Council of Cities: Councilmember Gomez

Alternate: Councilmember Benavides

TCAG Rail Comm: Councilmember Sisk

EDC: Councilmember Benavides

Alternate: Mayor Boyer

Delta Vector: VACANT (Recruitment pending)

Home Loan Approval Committee:

Councilmembers Benavides and Gomez

SJVAPCD: Councilmember Benavides

Alternate: Councilmember Gomez

2016 Community Funding Ad-Hoc Committee

Councilmembers Benavides and Gomez

Alternate: Mayor Pro Tem Sisk

11. City Manager Report

12. City Attorney Report

13. Future Agenda Items

13.I. Future Agenda Items

1. Joint Workshop of City Council and Planning Commission Regarding Design Guidelines (TBD Oct 2016).
2. Agua-4-All - Water Program Resolution (TBD)
3. Presentation of "Soda Tax" Health Initiative Proposal (10-10)
4. Presentation by Tulare Public Health on Anti-Tobacco Prevention Strategies 10-24
5. Request from Food Link for Use of City Facility (Oct)
6. Public Safety Personnel Recognition (10-10)

14. Adjourn To Closed Session Or Adjourn To Next Meeting

14.I. Closed Session

1. Conference with legal counsel: PENDING LITIGATION (Government Code §54956.9). It is the intention of this governing body to meet in closed-session concerning:
Number of potential cases is: 1
2. Conference with legal counsel: PENDING LITIGATION (Government Code §54956.9 (d). Significant exposure to litigation. Government Code §54956.9 (d)(2). Number of potential cases is 2.
3. Personnel: (Government Code §54957 (b)) It is the intention of this governing body to meet in closed-session concerning: Consider public employee performance evaluation for the position of City Manager.

15. Reconvene To "Report Out" Of Closed Session And Adjournment

NOTICE TO PUBLIC

The City of Farmersville Civic Center and City Council Chambers comply with the provisions of the Americans with Disabilities Act (ADA). Anyone needing special assistance please contact City Hall at (559) 747-0458 please allow at least six (6) hours prior to the meeting so that staff may make arrangements to accommodate you.

Materials related to an item on this agenda submitted to the Council after distribution of the agenda packet are available for public inspection in the City's offices during normal business hours.

6.1

Proclamation of the City of Farmersville, California

WHEREAS, the State of California is a leader in supporting safety programs at rail grade crossings,

WHEREAS, during 2015 there were 145 trespassing casualties resulting in 98 fatalities and 47 injuries and there were 148 highway grade crossing incidents in the State of California with 32 fatalities,

WHEREAS, such crossing crashes are more severe than highway collisions and are more likely to result in death and injury,

WHEREAS, many of these crashes could have been prevented by increased public awareness of the crossing dangers and the appropriate driving safety laws,

WHEREAS, Operation Lifesaver is the foremost public information and education program dedicated to preventing grade crossing crashes,

WHEREAS, for the month of September and all Septembers following, all citizens are encouraged to observe added caution when approaching grade crossings,

WHEREAS, the important observance should lead to greater safety awareness and a reduction in rail grade crossing collisions;

NOW, THEREFORE BE IT RESOLVED that we, the City Council of the City of Farmersville, California do hereby proclaim: **September as Railroad Safety Month** and the City Council encourages all citizens to participate in activities to reduce trespass casualties and crossing accidents.

IN WITNESS WHEREOF, we have hereunto set our hands this 26th day of September 2016.

Paul Boyer, Mayor

Matt Sisk, Mayor Pro Tem

Don Rowlett, Member

Leonel Benavides, Member

Greg Gomez, Member

City of Lindsay
Mayor's Recognition

WHEREAS, at or about 12:58 am on August 12th 2016 City of Lindsay Firefighters responded to a commercial fire alarm located at Sun Treat Packing, 391 N. Oxford in the City of Lindsay. A request was made for mutual aid to respond due to the potential magnitude of the fire; and

WHEREAS, The brave professionals from the City of Farmersville Fire Department who responded to assist were: Chief John Crivello, Lieutenant Jim Thomas and Firefighter Brandon Saefong, which without their professionalism and bravery the task of controlling the massive fire would not have been successful; and

WHEREAS, The City of Lindsay, Mayor Ramona Villarreal-Padilla and City Council Members, along with the citizens of Lindsay wish to extend our sincerest thanks and appreciation for your dedication and professionalism when called upon.

NOW, THEREFORE, I, Ramona Villarreal-Padilla, Mayor of the City of Lindsay and the entire City Council recognize these Fire Professionals for their duty in service to the citizens of Lindsay.

In Witness Whereof, I hereby set my hand and caused the Corporate Seal of the City of Lindsay to be affixed this 22nd day of September 2016.

City Council of the City of Lindsay



Ramona Villarreal Padilla
Ramona Villarreal-Padilla, Mayor

7.1



City Council

Staff Report

TO: Honorable Mayor and City Council

FROM: John Jansons, City Manager *JJ*
Steve Huntley, Finance Director

DATE: September 26, 2016

SUBJECT: Public Hearing and Presentation on Development Impact Fees

RECOMMENDED ACTION:

City staff recommends conducting a public hearing in order to receive public comment on the attached report related to Government Code 66006 (b)(2) with respect to Developer Impact Fees (DIF) and then to review and accept the report at the conclusion of the public hearing.

BACKGROUND:

In 1987, Government Code Section 66000 et seq. became effective with the passage of Assembly Bill 1600 (AB 1600). AB 1600 - the Mitigation Fee Act sets forth the standards against which monetary exactions on development projects are measured. AB 1600 requires the City to annually prepare a report for the preceding fiscal year concerning the activity of the City's Development Impact Fees (Gov. Code Section 66006 (b) (1) and (2)). AB 1600 was enacted to regulate the establishment of any new development fee or fee increase after January 1, 1989. The primary purpose of the annual report is to show the necessity of continued imposition of development impact fees. AB 1600 requires the annual report to be review by the City Council at least 15 days after the report is made available for public review.

To be in full compliance with the State law the City must either (1) spend or commit DIF within five years of collection; or (2) adopt a resolution that makes the findings as required by Government Code section 66001(d), every five years.

Annual Compliance Reporting for all Development Impact Fees

Government Code Section 66006 (b)(1) sets forth the annual compliance reporting requirements as:

For each separate account or fund established pursuant to subdivision (a), the local agency shall, within 180 days after the last day of each fiscal year, make available to the public the following information for the fiscal year:

- A) A brief description of the type of fee in the account or fund.
- B) The amount of the fee.
- C) The beginning and ending balance of the account or fund.
- D) The amount of the fees collected and the interest earned.
- E) An identification of each public improvement on which fees were expended and the amount of the expenditures on each improvement, including the total percentage of the cost of the public improvement that was funded with fees.
- F) An identification of an approximate date by which the construction of the public improvement will commence if the local agency determines that sufficient funds have been collected to complete financing on an incomplete public improvement, as identified in paragraph (2) of subdivision (a) of Section 66001, and the public improvement remains incomplete.
- G) A description of each inter-fund transfer or loan made from the account or fund, including the public improvement on which the transferred or loaned fees will be expended, and in the case of an inter-fund loan, the date on which the loan will be repaid and the rate of interest that the account or fund will receive on the loan.
- H) The amount of refunds made pursuant to subdivision (e) Section 66001 and any allocation pursuant to subdivision (f) of Section 66001.

The City currently collects six different categories for impact fees. These fees are segregated and held in special funds and earn interest until which time they are used in accordance with Government Code Section 66006 which are detailed in the following attached report.

Five Year SB 1693 Findings for Development Impact Fees

Effective January 1, 1997, the California State Legislature made certain changes to the previous AB 1600 reporting rules with the adoption of SB 1693. If the money in those DIF funds has not been spent, then SB 1693 requires the City to make required findings regardless of whether those moneys are committed or uncommitted. Those findings need to be made only once every five years.

Government Code Section 66001(d)(1)(2)(3)(4) sets forth the five-year findings requirements as:

(d) For the fifth fiscal year following the first deposit into the account or fund, and every five years thereafter, the local agency shall make all of the following findings with respect to that portion of the account or fund remaining unexpended, whether committed or uncommitted:

(1) Identify the purpose to which the fee is to be put. [Provide] A brief description of the type of fee in the account or fund.

(2) Demonstrate a reasonable relationship between the fee and the purpose for which it is charged.

(3) Identify all sources and amounts of funding anticipated to complete financing in incomplete improvements identified in paragraph (2) of subdivision (a).

(4) Designate the approximate dates on which the funding referred to in paragraph (3) is expected to be deposited into the appropriate account or fund.

When findings are required, the City must also make them in connection with an annual compliance report. (Government Code Section 66001 (a)). This report complies with both the annual and five-year findings required by AB 1600 and SB 1693.

DISCUSSION:

Development Impact Funds were established for the City of Farmersville with the adoption of Title 4 – Development Fees as part of the City’s Municipal Code for the purpose of “mitigating the impacts caused by new development throughout the City” and that “development bears a proportionate share of the cost of public facilities and service improvements necessary to accommodate such development.”

This report will keep the City in compliance of all aspects of AB 1600 and SB 1693. It is staff intent to report on this timely every year, despite variations in the in the legislation mandating annual and/or five year reporting so that the Council and the public will have the best information available to them and there will never be doubt about whether the City is compliant or not.

This report is required by AB 1600 to be review by City Council at least 15 days after the report is made available for public review. The report was originally posted on 09/09/2016 and advertised in the Foothills Sun Gazette on 09/09/2016.

COORDINATION & REVIEW:

This report has been shared and reviewed with the City Manager’s office and approved for presentation to the City Council.

ALTERNATIVES:

None Proposed

FISCAL IMPACT:

Tracking of the fund activities, summarizing the activity for this report, and preparation of the report requires resources of the Finance Department. No funds were expended to comply with this unfunded State mandate. This is a required compliance reporting per the California Government Code and failure to report on activity and account balances per regulations in AB 1600 or SB 1693 could allow a successful challenge to the collection of the related fees in the future.

CONCLUSION:

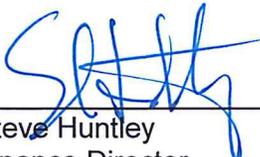
The purpose of Government Code Section 66000 et seq., as it applies to findings and compliance reporting, is to provide the community with information as to the status and use of fees collected under the Mitigation Fee Act (Gov. Code, Sec. 66000 et seq) commonly called Development Impact Fees. This report is the City's response to this legislation and mandated reporting in an attempt to inform the City Council and the residents of Farmersville about our processes and resources used for the City in relation to Development Impact Fees.

Staff recommends Council receive and accept the report by resolution order with Resolution 2016-041.

Attachment(s):

1. **Resolution 2016-041: A RESOLUTION OF THE CITY COUNCIL OF THE CITY OF FARMERSVILLE, CALIFORNIA APPROVING THE ANNUAL AND FIVE YEAR AB 1600 REPORTS FOR FISCAL YEAR 2015-16 AND MAKING THE FINDINGS REQUIRED BY GOVERNMENT CODE SECTION 66001(D)**
2. **Annual and Five Year Reports for Development Impact Fees FY 2011/2012 to 2015/2016**
3. **Appendix A: Development Fee Account Summary**
4. **Appendix B: Summary of Incomplete Project Involving Development Fees**

Created by:



Steve Huntley
Finance Director

Respectfully Submitted By:



John Jansons
City Manager

RESOLUTION NO. 2016-041

A RESOLUTION OF THE CITY COUNCIL OF THE CITY OF FARMERSVILLE, CALIFORNIA APPROVING THE ANNUAL AND FIVE YEAR AB 1600 REPORTS FOR FISCAL YEAR 2015-16 AND MAKING THE FINDINGS REQUIRED BY GOVERNMENT CODE SECTION 66001(D)

WHEREAS, Government Code section 66000 et seq. (AB 1600) authorizes local agencies to adopt and impose development impact fees on new development within the jurisdiction of the local agency; and

WHEREAS, the City of Farmersville has adopted several development impact fees in accordance with AB 1600; and

WHEREAS, AB 1600 requires the City of Farmersville to make certain information available regarding the development impact fees collected and expended within 180 days of the close of each fiscal year (Government Code section 66006(b)), and to make certain findings every five years with respect to any unexpended fund balances of development impact fee funds (California Government Code Section 66001(d)); and

WHEREAS, documents reflecting the balance of each development impact fee fund or account, accrued interest in said fund or account and the amount of expenditure by public facility for the fiscal year have been made available for public review as required by Government Code Section 66006.

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

That the following findings are made as required under the Government Code Section 66001(d):

- A. The purpose to which each development impact fee is to be put has been identified.
- B. There is a continued need for the improvements and that there is a reasonable relationship between the fee and the impacts for development for which the fees are collected.
- C. The sources and amounts of funding anticipated to complete the financing of capital projects have been identified and will be deposited into the appropriate account upon receipt or during the normal budget cycle.

D. The approximate dates on which the funding referred to in subparagraph (C) is expected to be deposited into the appropriate account or fund have been identified.

These findings are based on information provided in the AB 1600 Annual and Five Year Reports for Fiscal Year 2015-16 attached hereto as Exhibit "A."

PASSED AND ADOPTED at a regular meeting of the Farmersville City Council on the 26th day of September 2016 by Motion by _____ and Second _____ with vote as follows:

AYES:

NOES:

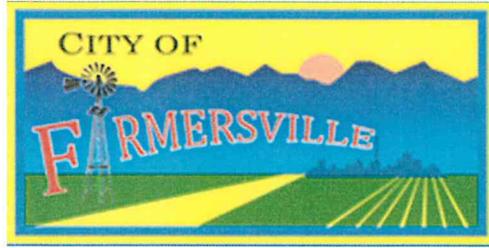
ABSTAIN:

ABSENT:

Paul Boyer, Mayor

ATTEST / WITNESS my hand and seal this 26th day of September, 2016.

John Jansons, City Clerk Pro Tem



CITY OF FARMERSVILLE

ANNUAL AND FIVE YEAR REPORTS FOR DEVELOPMENT IMPACT FEES

FISCAL YEARS 2011/2012 TO 2015/2016

AB 1600 - ANNUAL REPORT

In accordance with Government Code 660006(b)(1) and (2), the City hereby presents the following information for Fiscal Year 2015/2016.

The Reportable Fees for the City for the Fiscal Year 2015/2016 consist of development impact fees for the following categories:

- A. Water Development (Fund 03)
- B. Sewer Development (Fund 05)
- C. Storm Drain Development (Fund 23)
- D. Park Development (Fund 30)
- E. Fire Development (Fund 71)
- F. Police Development (Fund 81)

The most recent Development Impact Fee Study was completed by Quad Knopf Inc. in March of 2006 and presented to City Council during a regular meeting on April 24, 2006.

A. WATER DEVELOPMENT FEES

1. Description of the Type of Reportable Fees in the Account of the City.

The Water Development Fees finance water supply facilities, water distribution facilities, and water holding facilities. Specifically, the fees deposited will go to pay costs of constructing and improving the water supply facilities within the city, including any required acquisition of land and/or the purchase of any required water

rights. It also pays for constructing and improving the water distribution and holding facilities within the city including purchases of land.

2. The amount of the reportable fees

The reportable fees charged within the city for Water Supply and Storage are \$2,640 for a Single Family Residential Fee Per Unit (Equivalent Dwelling Unit, EDU).

3. The beginning and ending balances of the account or fund.

Appendix A lists the beginning balances for the Water Development Fee Account for all fiscal years through Fiscal Year 2015-2016.

4. The amount of the fees collected and interest earned.

Appendix A shows the amount of Water Development Fees collected, interest earned, and miscellaneous income during all fiscal years for the reporting period of Fiscal Year 2015-2016.

5. Identify each public improvement on which fees were expended and the amount of the expenditures on each improvement, including the total percentage of the cost of the public improvement that was funded with fees.

Project	Amount	Percentage of Project Funded by Fees
Expansion of Utility Billing Records Storage Area	\$4,454	100%

6. Identification of an approximate date by which the construction of projects of the city will commence if the city determines that sufficient funds have been collected to complete financing on an incomplete project of the city, as identified in paragraph (2) of subdivision (A) of Section 66001, and the project of the city remains incomplete.

The City has determined that it has or will obtain sufficient funding to finance the projects shown in Appendix B attached to this report.

7. Description of each interfund transfer or loan made from the account or sub-accounts, including projects of the city on which the transferred or loaned reportable fees will be expended, and, in the case of an interfund loan, the date on which the loan will be repaid, and the rate of interest that the account or subaccounts will receive on the loan.

No transfers or loans were made from this Development Fee Account for the Fiscal Year 2015/2016. Per Title 4 of the Farmersville Municipal Code, all loans must accrue interest equal to that being earned during the current period in LAIF.

8. The amount of refunds made or revenues allocated for other purposes if the administrative costs of refunding unexpended revenues exceed the amount to be refunded.

No refunds were made from this Development Fee Account for the Fiscal Year 2015/2016.

B. SEWER DEVELOPMENT FEES

1. Description of the Type of Reportable Fees in the Account of the City.

The Sewer Development Fees finance sewage collection and wastewater treatment facilities. Specifically the fees deposited will go to pay costs of constructing and improving the sewage collection facilities and system within the city, including any required acquisition of land. It also pays for constructing and improving the sewage treatment facilities within the city including purchases of land.

2. The amount of the reportable fees

The reportable fees charged within the city for Wastewater Treatment and Disposal are \$3,211 and Wastewater Collection fees are \$667 per Single Family Residential Fee Per Unit (Equivalent Dwelling Unit, EDU).

3. The beginning and ending balances of the account or fund.

Appendix A lists the beginning balances for the Sewer Development Fee Account for all fiscal years through Fiscal Year 2015-2016.

4. The amount of the fees collected and interest earned.

Appendix A lists the beginning balances for the Sewer Development Fee Account for all fiscal years through Fiscal Year 2015-2016.

5. Identify each public improvement on which fees were expended and the amount of the expenditures on each improvement, including the total percentage of the cost of the public improvement that was funded with fees.

Project	Amount	Percentage of Project Funded by Fees
N/A	\$0.00	0%

6. Identification of an approximate date by which the construction of projects of the city will commence if the city determines that sufficient funds have been collected to complete financing on an incomplete project of the city,

as identified in paragraph (2) of subdivision (A) of Section 66001, and the project of the city remains incomplete.

The City has determined that it has or will obtain sufficient funding to finance the projects shown in Appendix B attached to this report.

- 7. Description of each interfund transfer or loan made from the account or sub-accounts, including projects of the city on which the transferred or loaned reportable fees will be expended, and, in the case of an interfund loan, the date on which the loan will be repaid, and the rate of interest that the account or subaccounts will receive on the loan.**

No transfers or loans were made from this Development Fee Account for the Fiscal Year 2015/2016. Per Title 4 of the Farmersville Municipal Code, all loans must accrue interest equal to that being earned during the current period in LAIF.

- 8. The amount of refunds made or revenues allocated for other purposes if the administrative costs of refunding unexpended revenues exceed the amount to be refunded.**

No refunds were made from this Development Fee Account for the Fiscal Year 2015/2016.

C. STORM DRAIN DEVELOPMENT FEES

- 1. Description of the Type of Reportable Fees in the Account of the City.**

The Storm Drain Development Fees finance storm drain facilities within the city, including any required acquisition of land.

- 2. The amount of the reportable fees**

The reportable fees charged within the city for Storm Drain Development are \$910 per Single Family Residential Fee Per Unit (Equivalent Dwelling Unit, EDU).

- 3. The beginning and ending balances of the account or fund.**

Appendix A lists the beginning balances for the Sewer Development Fee Account for all fiscal years through Fiscal Year 2015-2016.

- 4. The amount of the fees collected and interest earned.**

Appendix A lists the beginning balances for the Sewer Development Fee Account for all fiscal years through Fiscal Year 2015-2016.

- 5. Identify each public improvement on which fees were expended and the amount of the expenditures on each improvement, including the total percentage of the cost of the public improvement that was funded with fees.**

Project	Amount	Percentage of Project Funded by Fees
N/A	\$0	0%

6. **Identification of an approximate date by which the construction of projects of the city will commence if the city determines that sufficient funds have been collected to complete financing on an incomplete project of the city, as identified in paragraph (2) of subdivision (A) of Section 66001, and the project of the city remains incomplete.**

The City has determined that it has or will obtain sufficient funding to finance the projects shown in Appendix B attached to this report.

7. **Description of each interfund transfer or loan made from the account or sub-accounts, including projects of the city on which the transferred or loaned reportable fees will be expended, and, in the case of an interfund loan, the date on which the loan will be repaid, and the rate of interest that the account or subaccounts will receive on the loan.**

No transfers or loans were made from this Development Fee Account for the Fiscal Year 2015/2016. Per Title 4 of the Farmersville Municipal Code, all loans must accrue interest equal to that being earned during the current period in LAIF.

8. **The amount of refunds made or revenues allocated for other purposes if the administrative costs of refunding unexpended revenues exceed the amount to be refunded.**

No refunds were made from this Development Fee Account for the Fiscal Year 2015/2016.

D. PARK DEVELOPMENT FEES

1. **Description of the Type of Reportable Fees in the Account of the City.**

The Park Development Fees finance the construction and improving the parks and recreation facilities within the city, including any required acquisition of land, as well as grading, irrigation, and turfing costs associated therewith.

2. **The amount of the reportable fees**

The reportable fees charged within the city for Storm Drain Development are \$910 per Single Family Residential Fee Per Unit (Equivalent Dwelling Unit, EDU).

3. **The beginning and ending balances of the account or fund.**

Appendix A lists the beginning balances for the Sewer Development Fee Account for all fiscal years through Fiscal Year 2015-2016.

4. The amount of the fees collected and interest earned.

Appendix A lists the beginning balances for the Sewer Development Fee Account for all fiscal years through Fiscal Year 2015-2016.

5. Identify each public improvement on which fees were expended and the amount of the expenditures on each improvement, including the total percentage of the cost of the public improvement that was funded with fees.

Project	Amount	Percentage of Project Funded by Fees
N/A	\$0	0%

6. Identification of an approximate date by which the construction of projects of the city will commence if the city determines that sufficient funds have been collected to complete financing on an incomplete project of the city, as identified in paragraph (2) of subdivision (A) of Section 66001, and the project of the city remains incomplete.

The City has determined that it has or will obtain sufficient funding to finance the projects shown in Appendix B attached to this report.

7. Description of each interfund transfer or loan made from the account or sub-accounts, including projects of the city on which the transferred or loaned reportable fees will be expended, and, in the case of an interfund loan, the date on which the loan will be repaid, and the rate of interest that the account or subaccounts will receive on the loan.

No transfers or loans were made from this Development Fee Account for the Fiscal Year 2015/2016. Per Title 4 of the Farmersville Municipal Code, all loans must accrue interest equal to that being earned during the current period in LAIF.

8. The amount of refunds made or revenues allocated for other purposes if the administrative costs of refunding unexpended revenues exceed the amount to be refunded.

No refunds were made from this Development Fee Account for the Fiscal Year 2015/2016.

E. FIRE DEVELOPMENT FEES

1. Description of the Type of Reportable Fees in the Account of the City.

To provide Fire Safety facilities for new developments. They will partially, proportional to new development needs, fund development of the needed facilities, including fire stations, and initial, one-time, capital equipment needs.

2. The amount of the reportable fees

The reportable fees charged within the city for Fire Development are \$1,966 per Single Family Residential Fee Per Unit (Equivalent Dwelling Unit, EDU). The rate for Commerical / Industrial locations is \$3,746 per developing acre.

3. The beginning and ending balances of the account or fund.

Appendix A lists the beginning balances for the Sewer Development Fee Account for all fiscal years through Fiscal Year 2015-2016.

4. The amount of the fees collected and interest earned.

Appendix A lists the beginning balances for the Sewer Development Fee Account for all fiscal years through Fiscal Year 2015-2016.

5. Identify each public improvement on which fees were expended and the amount of the expenditures on each improvement, including the total percentage of the cost of the public improvement that was funded with fees.

Project	Amount	Percentage of Project Funded by Fees
Portion of New Fire Patrol Vehicle & Equipment	\$976.75	100%
New Administrative Office (Fire Chief)	\$2,651.18	100%

6. Identification of an approximate date by which the construction of projects of the city will commence if the city determines that sufficient funds have been collected to complete financing on an incomplete project of the city, as identified in paragraph (2) of subdivision (A) of Section 66001, and the project of the city remains incomplete.

The City has determined that it has or will obtain sufficient funding to finance the projects shown in Appendix B attached to this report.

7. Description of each interfund transfer or loan made from the account or sub-accounts, including projects of the city on which the transferred or loaned reportable fees will be expended, and, in the case of an interfund loan, the date on which the loan will be repaid, and the rate of interest that the account or subaccounts will receive on the loan.

No transfers or loans were made from this Development Fee Account for the Fiscal Year 2015/2016. Per Title 4 of the Farmersville Municipal Code, all loans must accrue interest equal to that being earned during the current period in LAIF

8. The amount of refunds made or revenues allocated for other purposes if the administrative costs of refunding unexpended revenues exceed the amount to be refunded.

No refunds were made from this Development Fee Account for the Fiscal Year 2015/2016.

F. POLICE DEVELOPMENT FEES

1. Description of the Type of Reportable Fees in the Account of the City.

To provide law enforcement facilities for new developments. They will partially, proportional to new development needs, fund development of the needed facilities, including fire stations, and initial, one-time, capital equipment needs.

2. The amount of the reportable fees

The reportable fees charged within the city for Fire Development are \$1,219 per Single Family Residential Fee Per Unit (Equivalent Dwelling Unit, EDU). The rate for Commerical / Industrial locations is \$11,994 per developing acre.

3. The beginning and ending balances of the account or fund.

Appendix A lists the beginning balances for the Sewer Development Fee Account for all fiscal years through Fiscal Year 2015-2016.

4. The amount of the fees collected and interest earned.

Appendix A lists the beginning balances for the Sewer Development Fee Account for all fiscal years through Fiscal Year 2015-2016.

5. Identify each public improvement on which fees were expended and the amount of the expenditures on each improvement, including the total percentage of the cost of the public improvement that was funded with fees.

Project	Amount	Percentage of Project Funded by Fees
Conducted Electrical Weapons - Tasers	\$5,449.69	100%
Body-worn Camera (partial purchase)	\$3,689.44	100%
Patrol Vehicle Tablets	\$15,691.42	100%
Tracking Devices	\$1,723.60	100%

- 6. Identification of an approximate date by which the construction of projects of the city will commence if the city determines that sufficient funds have been collected to complete financing on an incomplete project of the city, as identified in paragraph (2) of subdivision (A) of Section 66001, and the project of the city remains incomplete.**

The City has determined that it has or will obtain sufficient funding to finance the projects shown in Appendix B attached to this report.

- 7. Description of each interfund transfer or loan made from the account or sub-accounts, including projects of the city on which the transferred or loaned reportable fees will be expended, and, in the case of an interfund loan, the date on which the loan will be repaid, and the rate of interest that the account or subaccounts will receive on the loan.**

No transfers or loans were made from this Development Fee Account for the Fiscal Year 2015/2016. Per Title 4 of the Farmersville Municipal Code, all loans must accrue interest equal to that being earned during the current period in LAIF

- 8. The amount of refunds made or revenues allocated for other purposes if the administrative costs of refunding unexpended revenues exceed the amount to be refunded.**

No refunds were made from this Development Fee Account for the Fiscal Year 2015/2016.

SB 1693 - FIVE YEAR REPORT

In accordance with Government Code Section 66001, the City provides the following information with respect to that portion of the account remaining unexpended, whether committed or uncommitted.

A. Identify the purpose to which the fee is to be put. [Provide] A brief description of the type of fee in the account or fund.

The purpose of the Reportable fees is to mitigate the impacts caused by new development throughout the City and to ensure that developers bear a proportionate share of the cost of public facilities and service improvements necessary to accommodate such development in relation to Water, Sewer, Storm Drain, Parks, Fire, and Police services provided.

B. Demonstrate a reasonable relationship between the fee and the purpose for which it is charged.

The most recent Developer Impact Fee study was completed by Quad Knopf Inc. in March 2006 and adopted by City Council during a regular meeting of April 24, 2006. The details that are given in the report show that there is a reasonable level of relationship between the fees and costs incurred by the City.

C. Identify all sources and amounts of funding anticipated to complete financing in incomplete improvements identified in paragraph (2) of subdivision (a).

The following table is a summary of the amount of fees on hand for each fund as of June 30, 2016, as well as the costs of the pending projects identified for each fee account as listed in Appendix B: Summary of Incomplete Projects Involving Development Fees. As indicated in the table below, the current fee balances are needed to complete the pending projects.

Fund	Fees on Hand as of 6/30/2016	Estimated Costs of Future Projects from Appendix B
Water Development	\$574,473	\$1,500,000
Sewer Development	879,250	1,500,000
Storm Drain Development	115,653	500,000
Park Development	11,139	300,000
Fire Development	116,542	2,650,000
Police Development	97,472	10,200,000
TOTAL	\$1,794,529	\$16,650,000

D. Designate the approximate dates on which the funding referred to in paragraph (3) is expected to be deposited into the appropriate account or fund.

Appendix B, which is attached to this report highlights the approximate dates which the funds are expected to be available for projects presently identified by the City.

APPENDIX A: Development Fee Account Summary

WATER DEVELOPMENT

Description	FY 2012	FY 2013	FY 2014	FY 2015	FY 2016
REVENUES					
Fees	10,509	14,462	42,297	17,640	54,210
Interest	1,272	-	837	2,172	3,026
Total Revenues	11,781	14,462	43,134	19,812	57,236
EXPENDITURES					
Expense	10,401	-	3,000	-	4,454
Total Expenditures	10,401	-	3,000	-	4,454
REVENUES OVER (UNDER) EXPENDITURE	1,380	14,462	40,134	19,812	52,782
Fund Balance, Beginning of Year	445,904	447,283	461,745	501,879	521,691
Fund Balance, End of Year	447,283	461,745	501,879	521,691	574,473

SEWER DEVELOPMENT

Description	FY 2012	FY 2013	FY 2014	FY 2015	FY 2016
REVENUES					
Fees	30,366	10,425	85,668	39,570	87,209
Interest	1,842	1,249	1,236	3,241	4,620
Total Revenues	32,208	11,674	86,904	42,811	91,829
EXPENDITURES					
Expense	-	-	-	1,791	-
Total Expenditures	-	-	-	1,791	-
REVENUES OVER (UNDER) EXPENDITURE	32,208	11,674	86,904	41,020	91,829
Fund Balance, Beginning of Year	615,614	647,822	659,496	746,401	787,420
Fund Balance, End of Year	647,822	659,496	746,401	787,420	879,250

STORM DRAIN DEVELOPMENT

Description	FY 2012	FY 2013	FY 2014	FY 2015	FY 2016
REVENUES					
Fees	4,908	1,547	24,433	5,460	17,518
Interest	577	386	352	608	580
Total Revenues	5,485	1,933	24,785	6,068	18,097
EXPENDITURES					
Expense	946	1,008	52,554	84,696	-
Total Expenditures	946	1,008	52,554	84,696	-
REVENUES OVER (UNDER) EXPENDITURE	4,539	925	(27,769)	(78,629)	18,097
Fund Balance, Beginning of Year	198,490	203,029	203,954	176,185	97,556
Fund Balance, End of Year	203,029	203,954	176,185	97,556	115,653

PARK DEVELOPER FEES

Description	FY 2012	FY 2013	FY 2014	FY 2015	FY 2016
REVENUES					
Fees	225	-	-	-	2,200
Interest	40	24	19	38	52
Total Revenues	265	24	19	38	2,252
EXPENDITURES					
Expense	18,711	2,203	3,608	-	-
Total Expenditures	18,711	2,203	3,608	-	-
REVENUES OVER (UNDER) EXPENDITURE	(18,446)	(2,180)	(3,590)	38	2,252
Fund Balance, Beginning of Year	33,064	14,618	12,439	8,849	8,887
Fund Balance, End of Year	14,618	12,439	8,849	8,887	11,139

FIRE DEVELOPER FEES

Description	FY 2012	FY 2013	FY 2014	FY 2015	FY 2016
REVENUES					
Fees	9,082	3,342	29,535	11,796	40,071
Interest	482	324	312	360	504
Total Revenues	9,564	3,666	29,847	12,156	40,574
EXPENDITURES					
Expense	21,173	3,505	54,328	78,907	3,628
Total Expenditures	21,173	3,505	54,328	78,907	3,628
REVENUES OVER (UNDER) EXPENDITURE	(11,609)	161	(24,481)	(66,751)	36,946
Fund Balance, Beginning of Year	182,277	170,668	170,829	146,348	79,596
Fund Balance, End of Year	170,668	170,829	146,348	79,596	116,542

POLICE DEVELOPER FEES

Description	FY 2012	FY 2013	FY 2014	FY 2015	FY 2016
REVENUES					
Fees	9,964	2,072	45,997	7,314	36,935
Interest	171	118	136	390	433
Total Revenues	10,135	2,190	46,133	7,704	37,367
EXPENDITURES					
Expense	-	-	8,503	21,002	26,554
Total Expenditures	-	-	8,503	21,002	26,554
REVENUES OVER (UNDER) EXPENDITURE	10,135	2,190	37,630	(13,298)	10,813
Fund Balance, Beginning of Year	50,002	60,137	62,327	99,957	86,659
Fund Balance, End of Year	60,137	62,327	99,957	86,659	97,472

APPENDIX B: Summary of Incomplete Projects Involving Development Fees

FY 2015-2016

9/26/2016

Fee / Project	Proposed Funding Sources			Description of Funding Sources			Timeframe
	Reportable Fees	Other Sources of Funds	Total	Reportable Fees	Other Sources of Funds		
Water Development							
Water System Upgrades	500,000	-	500,000	On Deposit & Future Fee Collections	None		2021-2026
Water System Storage Facilities	1,000,000	-	1,000,000	On Deposit & Future Fee Collections	None		2019-2020
Subtotal	1,500,000	-	1,500,000				
Sewer Development							
Waste Water Treatment Plant Expansion and Improvements	1,000,000	-	1,000,000	On Deposit & Future Fee Collections	None		2018-2020
Sewer System Upgrades	500,000	-	500,000	On Deposit & Future Fee Collections	None		2021-2026
Subtotal	1,500,000	-	1,500,000				
Storm Drain Development							
Storm Drain Expansion and Improvements	500,000	-	500,000	On Deposit & Future Fee Collections	None		2021-2026
Subtotal	500,000	-	500,000				
Park Development							
City Park Expansion and Improvements	250,000	-	250,000	On Deposit & Future Fee Collections	Undetermined		2021-2026
Sports Park City Match	50,000	-	50,000	On Deposit & Future Fee Collections	LWCF, UGG, GGRF		2017
Subtotal	300,000	-	300,000				
Fire Development							
New City Fire Station	4,000,000	-	4,000,000	On Deposit & Future Fee Collections	Undetermined		2021
Upgrade and Expansion of Fire Facilities	15,000	-	15,000	On Deposit & Future Fee Collections	None		2017
Various Equipment	50,000	-	50,000	On Deposit & Future Fee Collections	None		2018-2020
Fire Department Vehicles - Ladder Truck	600,000	-	600,000	On Deposit & Future Fee Collections	None		2020
Subtotal	4,665,000	-	4,665,000				
Police Development							
New City Police Station	10,000,000	-	10,000,000	On Deposit & Future Fee Collections	Undetermined		2021
Various Equipment	50,000	-	50,000	On Deposit & Future Fee Collections	None		2017-2022
Police Vehicles - Patrol Unit (x3)	150,000	-	150,000	On Deposit & Future Fee Collections	None		2019
Subtotal	10,200,000	-	10,200,000				

8.1

Paul Boyer, Mayor
Mathew Sisk, Mayor Pro Tem
Don Rowlett, Councilmember
Leonel Benavides,
Councilmember
Greg Gomez, Councilmember

DRAFT
ACTION MINUTES
Farmersville City Council
Regular Meeting
September 12, 2016 - 7:00 p.m.
Meeting held in Civic Center Council Chambers
909 W. Visalia Road Farmersville, California

1. Call to Order – 7:00 PM
2. Roll Call – *Boyer, Sisk, Benavides and Gomez Present, Rowlett absent.*
3. Invocation - *Led by Councilmember Benavides*
4. Pledge of Allegiance - *Led by Mayor Pro Tem Sisk*
5. Public Comment

Provides an opportunity for members of the public to address the City Council on items of interest to the public within the Council's jurisdiction and which are not already on the agenda this evening. It is the policy of the Council not to answer questions impromptu. Concerns or complaints will be referred to the City Manager's office. Speakers should limit their comments to not more than two (2) minutes. No more than twenty (20) total minutes will be allowed for Public Comment. For items which are on the agenda this evening, members of the public will be provided an opportunity to address the council as each item is brought up for discussion. Comments are to be addressed to the Council as a body and not to any individual Council Member.

Ms. Alice Lopez of Farmersville introduced the initiative for "little free libraries" n town and encouraged the City Council to consider approving.

Mr. Al Vanderslice of Farmersville thanked the city staff for supporting the Sept 11 remembrance, and brought to the Council's attention his concern for illegal marijuana grows throughout the City.

6. Presentations

- 6.I. Introduction of CA League of Cities Representative
Introduction of Ms. Raj Rakkar area representative from the CA League of Cities.

Documents: ITEM 6.1.PDF

Ms. Rakkar introduced herself to the City Council as the new representative of the CA League of Cities and engaged the Council in brief discussion and invited City Council attendance at LOC event on Oct 13 in Delano.

7. Consent Agenda

Under a CONSENT AGENDA category, a recommended course of action for each item is made. Any Council Member or Member of the Public may remove any item from the CONSENT AGENDA in order to

discuss and/or change the recommended course of action, and the Council can approve the remainder of the CONSENT AGENDA.

7.I. Draft Meeting Minutes of August 22, 2016 City Council Meeting
Consideration of Draft Meeting Minutes of August 22, 2016 City Council Meeting

Documents: ITEM 7.I.DOC05504320160909120627.PDF

7.II. Draft Meeting Minutes of Special City Council Meeting of September 2, 2016
Consideration of Draft Meeting Minutes of Special City Council Meeting of September 2, 2016

Documents: ITEM 7.II.PDF

7.III. Warrant Register
Consideration of Warrant Register for the period of August 1, through August 31, 2016

Documents: ITEM 7.III.PDF

7.IV. Waive Second Reading and Adopt Ordinance 478: Wireless Telecommunication Facilities
Recommend Waive Second Reading and Adopt Ordinance 478: Wireless Telecommunication Facilities.

Documents: ITEM 7.IV.PDF

7.V. Resolution 2016-038: CDBG, Cal Home and HOME Program Authorization
Approve Resolution 2016-038: CDBG, Cal Home and HOME Program Authorization

Documents: ITEM 7.V.PDF

Consent Agenda Item 7.IV was pulled by City Attorney for separate action.

City Council approved remainder of Consent Agenda 4-0 with Rowlett Absent.

Mayor Boyer abstained from Item 7.III

Item 7.IV was presented by City Attorney Beery and was approved by a Motion of Gomez, with Second by Benavides with Vote of 4-0 with Rowlett absent.

8. Discussion Action Items (New Business)

8.I. Visalia Road Improvement Project Award of Bid
Recommendation by City Engineer to Approve Award of Bid to Emmett's Excavation as Lowest Responsible Bidder for the Visalia Road Improvement Project.

Documents: 8.I.DOC05499720160908185620.PDF

Presented by City Engineer Lisa Dutra-Wallis and by Motion of Benavides, Second by Gomez, approved 4-0.

8.II. Authorization to Purchase Public Works Vehicles
Revised Recommendation by Public Works Director to Authorize Purchase of Two New Light Duty Trucks for Public Works Department.

Documents: ITEM 8.II.PDF

Presented by Public Works Director Wyckoff and by motion of Gomez and second by Sisk, approved by Council 4-0.

8.III. Information Item: Deep Creek Cemetery with Possible Direction to Staff
Response to City Council Inquiry about Status of Deep Creek Cemetery, with Possible Direction to Staff.

Documents: ITEM 8.III.PDF

Presented by City Manager Jansons, following discussion direction to Staff to research amount of property tax received from Farmersville property owners that contributes to the Cemetery District budget /annual revenue.

9. Council Reports

9.I. Reports from City Council Representatives to External / Internal Organizations and Committees

City Council Representatives to External / Internal

Organizations and Committees

TCAG: Mayor Boyer

Alternate: Councilmember Rowlett

Council of Cities: Councilmember Gomez

Alternate: Councilmember Benavides

TCAG Rail Comm: Councilmember Sisk

EDC: Councilmember Benavides

Alternate: Mayor Boyer

Delta Vector: VACANT (Recruitment pending)

Home Loan Approval Committee:

Councilmembers Benavides and Gomez

SJVAPCD: Councilmember Benavides

Alternate: Councilmember Gomez

2016 Community Funding Ad-Hoc Committee

Councilmembers Benavides and Gomez

Alternate: Mayor Pro Tem Sisk

Report by Gomez: attended Community Water Center Event promoting clean water, inquired about progress of Library, and mentioned Sports Park work day on Sept 2th.

Report by Benavides: Wants animal control to investigate roosters near his daughter's house that are annoying his family. Wants animal control to address dogs near his church on Ventura

Ave. Appreciates Speed Trailer being deployed on Ventura in front of his church especially when there are so many people there for the church sponsored Food Link food giveaway.

Sisk: No Report

Report by Boyer: Also attended the Community Water Center event, and enjoyed his trip to Minnesota to accept the Amer. Public Works Association Award for Cameron Creek on behalf of the City, and inquired about steps to "open the Sports Park" for community use.

10. City Manager Report

Inquired with Council about if they want a "holiday schedule" for Nov and December. Will bring back an Agenda item on this.

11. City Attorney Report

No Report

12. Future Agenda Items

12.I. Future Agenda Items

Future Agenda Items – TBD: (Dates to Be Determined)

1. Sports Park Notice of Completion (TBD)
2. Joint Workshop of City Council and Planning Commission Regarding Design Guidelines (TBD Oct 2016).
3. Agua 4 All - Water Program Resolution (Tentative)
4. 4th Quarter Financial Report FY 2015-2016
5. FY 2015-2016 Year End Financial Update
6. Senior Services: Alternatives
7. Boyer - Benavides Discussion Regarding Animal Control TBD

13. Adjourn To Closed Session or Adjourn To Next Meeting -

13.I. Closed Session

1. Conference with legal counsel – ANTICIPATED LITIGATION (Government Code § 54956.9(d)). Number of potential cases is: 1.
2. PENDING LITIGATION (Government Code § 54956.9). It is the intention of this governing body to meet in closed-session concerning: Conference with legal counsel – ANTICIPATED LITIGATION (Government Code § 54956.9(d)). Significant exposure to litigation (Government Code § 54956.9(d)(2)). Number of potential cases is 1, with consideration of Claim or Rejection of Claim

14. Reconvene to "Report Out" Of Closed Session and Adjournment

*In the Matter of Closed Session Item1, the City's' legal advisor provided the City Council with an update with **No Reportable Action**.*

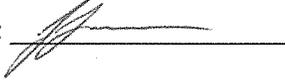
In the matter of Item 2, the City Council heard an update and recommendation from the City Attorney and by Motion of Sisk with 2nd by Gomez voted a Vote of 4-0 (Boyer, Sisk, Benavides and Gomez to reject claim by Bertha Rodriguez.

ADJOURNED to September 26, 2016

NOTICE TO PUBLIC

The City of Farmersville Civic Center and City Council Chambers comply with the provisions of the Americans with Disabilities Act (ADA). Anyone needing special assistance please contact City Hall at (559) 747-0458 please allow at least six (6) hours prior to the meeting so that staff may make arrangements to accommodate you.

Materials related to an item on this agenda submitted to the Council after distribution of the agenda packet are available for public inspection in the City's offices during normal business hours.

Drafted By:  _____

Final

September 12, 2016

Agenda Action Item 8.1

Visalia Road Bid Award

Recommendation: (Expanded)

MOTION:

It is respectfully recommended that the City Council review and accept the low bid from Emmett's Excavation, Inc. in the amount of \$3,346,588.00 for the Visalia Road Improvement Project, and direct staff to proceed with preparation of contract documents, as approved by City Attorney, and authorize the Mayor to execute on behalf of the City.

8.2



ACTION MINUTES

Farmersville City Council

SPECIAL MEETING

Tuesday, September 20, 2016 5:45 PM

Paul Boyer, Mayor
Matt Sisk, Mayor Pro Tem
Don Rowlett, Council Member
Leonel Benavides, Council Member
Greg Gomez, Council Member

Meeting held in Civic Center Council Chambers – 909 W. Visalia Road
Farmersville, California

1. Call To Order
2. Roll Call – Boyer, Sisk, Benavides and Gomez PRESENT, Rowlett ABSENT.
3. Invocation – Led by Benavides
4. Pledge Of Allegiance – Led by Sisk
5. Public Comment

Provides an opportunity for members of the public to address the City Council on items of interest to the public within the Council's jurisdiction and which are not already on the agenda this evening. It is the policy of the Council not to answer questions impromptu. Concerns or complaints will be referred to the City Manager's office. Speakers should limit their comments to not more than two (2) minutes. No more than twenty (20) total minutes will be allowed for Public Comment. For items which are on the agenda this evening, members of the public will be provided an opportunity to address the council as each item is brought up for discussion. Comments are to be addressed to the Council as a body and not to any individual Council Member.

NONE

6. 5:45P.M. Closed Session-Conference with Legal Counsel:

1) Conference with legal counsel – Anticipated Litigation, Significant Exposure to Litigation (Government Code § 54956.9(d)). Number of potential cases is: 1.

City Council met in Closed Session with City Attorney and received an update on anticipated / potential litigation with No Reportable Action.

7. Discussion Action Items (New Business)

7.I. Recommendation by City Attorney: Consideration of Draft Urgency Ordinance 479
Recommendation by City Attorney: Consideration of draft Urgency Ordinance 479 to place a Moratorium on construction of tall structures in the public right of way.

Documents: STAFF REPORT AND DRAFT ORDINANCE 479 SPECIAL MEETING 09-20-2016.PDF

*Deputy City Attorney Beery presented draft Urgency Ordinance 479, which by a Motion of Benavides with a Second by Gomez was **approved 4-0**. AYES: Boyer, Sisk, Benavides and Gomez. NOES: None. ABSTAIN: None. ABSENT: 1- Rowlett.*

8. Council Reports

Councilmember Benavides asked about what Animal Control is doing to address his concerns about a rooster at 749 Camelia by his home and expressed his concern to the City Planner about a pile of dirt at the residential construction site on Ventura that may be encroaching onto his church property.

City Manager replied that Animal Control has been working on rooster complaints and he would remind the AC Officer to investigate Councilmember's complaint about 749 Camelia, Rose Street and Magnolia where Roosters are suspected to be. City Planner directed to contact contractor /developer about dirt that may be mis-placed on Church property.

9. Adjourn To Closed Session or Adjourn To Next Meeting

Adjourn at 6:15 PM.

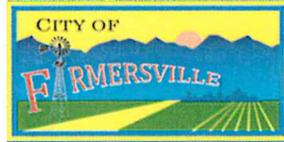
Next regular scheduled City Council meeting is Monday, September 26, 2016 at 7:00 PM.

NOTICE TO PUBLIC

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Drafted by: 



City Council

Staff Report

TO: Honorable Mayor and City Council

FROM: John Jansons, City Manager
Dale Wyckoff, Public Works Director

DATE: September 26, 2016

RE: Declare Obsolete Public Works Vehicles Surplus and Authorization of Disposal of Surplus Vehicles.

RECOMMENDED ACTION:

It is respectfully recommended that the City Council declare three public works vehicles as surplus and authorize the City Manager to dispose of surplus vehicles.

BACKGROUND:

City Council authorization is required to dispose of any recommended property as "surplus" if its original purchase price was \$10,000 or more.

In accordance with Farmersville Municipal Code, Section 3.16.120 (Ord. 278 § 12, 1984), which governs asset disposal, the Farmersville City Council must declare the vehicle surplus and approve the proposed sale. This action will authorize City staff list the vehicles for sales intending to obtain the highest sale proceeds possible.

Excerpt from Farmersville Municipal Code:

3.16.120 - Surplus supplies and equipment.

The city manager shall have the authority to exchange or dispose of any supplies or equipment which cannot be used by any department or which become unsuitable for city use, with an original purchase price less than ten thousand dollars. All items with an original purchase price greater than ten thousand dollars can only be declared surplus by the city council.

(Ord. 278 § 12, 1984)

DISCUSSION:

With the City's recent purchase of two new public works pick-up trucks, older, failing public works vehicles are now recommended for disposal. Three vehicles as listed below are recommended for disposal including:

Unit No. 23	Unit No. 22	Unit No. 26
2001 Dodge 1500 Vin no. 1b7hc16x11s255850 Lic no. e1109788 mileage 74157 Transmission is bad	2001 Dodge 1500 Vin no. 1b7hc16x71s182595 Lic no.e1109789 mileage 65910 Transmission is bad	1997 Ford 150 Vin no. 1ftdf1721vnb60685 Lic no. e033531 Mileage 134788 Bad fuel injectors, alternators, A/C compressor

Once approved for surplus, the City will advertise these vehicles for sale on www.propertyroom.com and consider sale to the highest bidder. Interested local buyers can receive notice of the sale from the city's website or at City Hall in the coming weeks.

COORDINATION & REVIEW:

The recommended action has been coordinated with the Dept. of Public Works, and the Finance Department.

FISCAL IMPACT:

Any funds realized from the sale of the surplus vehicles will become unrestricted General Fund Revenue for Fiscal Year 2016-2017.

CONCLUSION:

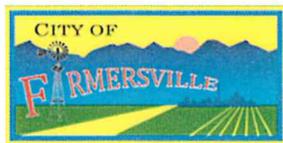
It is respectfully recommended that the City Council declare three public works vehicles as surplus and authorize the City Manager to dispose of surplus vehicles.

Recommended By:



John Jansons
City Manager

8.4



City Council

Staff Report

TO: Honorable Mayor and City Council

FROM: John Jansons, City Manager *[Signature]*
Steve Huntley, Finance Director

DATE: September 26, 2016

SUBJECT: Draft Resolution 2016-042 Authorized Signors on the City's Bank Accounts

RECOMMENDED ACTION:

It is respectfully recommended that the City Council review and approve Resolution 2016-042, updating the authorized signors on the City's banking accounts.

BACKGROUND:

On September 2, 2016, The City Council reorganized and appointed a new Mayor and Mayor Pro Tem. As a result of this change, the signature card at Citizen's Business Bank was out of date and was updated. However, in order for the bank to accept these changes a new resolution needs to be on file that supports this change that specifically lists the names and titles of the signors.

DISCUSSION:

The attached draft resolution 2016-042 (Attachment 1), is an update to Resolution 2016-002 (Attachment 2) previously adopted by City Council as a routine administrative matter.

The proposed changes are a necessary and appropriate due to the reorganization of the City Council, which appointed a new Mayor and Mayor Pro Tem. The bank requires that the title and the name for each position be displayed in the resolution for their verification purposes.

COORDINATION & REVIEW:

The recommendation has been reviewed and coordinated with the City Manager's Office, Finance Department staff, and Account Management at Citizen's Business Bank.

CONSISTENCY WITH ADOPTED GOALS, PLANS, AND PROGRAMS:

The recommended action is consistent with the practice of maintaining transparency and internal controls by making the most appropriate staff and the elected leadership of the City (Mayor and Mayor Pro Tem) as signors.

ALTERNATIVES:

None Proposed.

FISCAL IMPACT:

This is an administrative update to an existing resolution and process but needs to be made expeditiously in order to make sure that the City has the ability to pay its bills timely and with the correct level of transparency with the elected leadership.

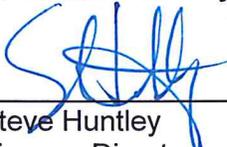
CONCLUSION:

It is respectfully recommended that the City Council review and approve Resolution 2016-042.

Attachments: 2

- 1) Draft Resolution 2016-042: Authorized Signatories.
- 2) Resolution 2016-002, A Resolution by the City of Farmersville City Council, Tulare County, California, to Direct Banking Entities to Change Authorized Check Signors.

Recommended By:



Steve Huntley
Finance Director

Approved By:



John Jansons
City Manager

CITY OF FARMERSVILLE CITY COUNCIL

RESOLUTION No. 2016-042

A RESOLUTION BY THE CITY OF FARMERSVILLE CITY COUNCIL, TULARE COUNTY, CALIFORNIA, TO DIRECT BANKING ENTITIES TO CHANGE AUTHORIZED CHECK SIGNORS

WHEREAS, the City of Farmersville has limited administrative staff and internal controls require all warrants (checks) have two signatures, and

WHEREAS, the City of Farmersville designates the City Manager, Finance Director, Mayor, and Mayor Pro Tem to be authorized check signors, and

WHEREAS, the City of Farmersville requests at least one check signor to be either the Mayor or the Mayor Pro Tem, and

WHEREAS, a The City Council was reorganized on September 2, 2016 and appointed a new Mayor and Mayor Pro Tem,

NOW, THEREFORE, BE IT RESOLVED that the City Council of the City of Farmersville authorizes the City's banking and investment entities to change the authorized account signors from the existing:

<u>NAME</u>	<u>TITLE</u>
<u>John Jansons</u>	<u>City Manager</u>
<u>Steve Huntley</u>	<u>Finance Director</u>
<u>Greg Gomez</u>	<u>Mayor</u>
<u>Paul Boyer</u>	<u>Mayor Pro Tem</u>

To the persons who are listed below:

<u>NAME</u>	<u>TITLE</u>
<u>John Jansons</u>	<u>City Manager</u>
<u>Steve Huntley</u>	<u>Finance Director</u>
<u>Paul Boyer</u>	<u>Mayor</u>
<u>Matthew Sisk</u>	<u>Mayor Pro Tem</u>

PASSED AND ADOPTED at a regular meeting of the City Council of the City of Farmersville, Tulare County, California held on September 26, 2016 by the following vote:

AYES:

NOES:

ABSTAIN:

ABSENT:

Page 2
City Council Resolution 2016-042
September 26, 2016

BY: _____
Paul Boyer
Mayor

ATTEST:

John Jansons, City Clerk Pro Tem

8.5



Staff Report

TO: Honorable Mayor and City Council
FROM: John Jansons, City Manager *[Signature]*
DATE: September 26, 2016
RE: Draft Resolution 2016-039 Updating Authorization for HOME Program

RECOMMENDED ACTION:

It is respectfully recommended that the City Council approve draft Resolution 2016-39 authorizing the City Manager as signatory to documents and contracts associated with the HOME program as required by CA Department of Housing and Community Development (CA HCD).

BACKGROUND and DISCUSSION:

The CA HCD requires the City to adopt a new Resolution (attached) authorizing the City Manager as signatory on grant program related documents.

ALTERNATIVES and FISCAL IMPACT:

None are proposed, because if this Resolution is not approved by City Council, CA HCD will not allow Farmersville to implement its grant funded programs thereby terminating all community enhancement efforts underway or planned utilizing program grant funds.

COORDINATION AND REVIEW:

The recommended action has been coordinate with CA HCD and the City Finance Department.

FISCAL IMPACT:

None

CONCLUSION:

It is respectfully recommended that the City Council approve draft Resolution 2016-39.

Respectfully submitted,

[Signature]

John Jansons
City Manager

RESOLUTION NO. 2016-039

A Resolution of the City Council of the City of Farmersville Amending Resolution 2015-016 to Modify the Wording Regarding Authorized Designees for HCD HOME Program Funds

WHEREAS, the California Department of Housing and Community Development (the "Department") is authorized to allocate HOME Investment Partnerships Program ("HOME") funds made available from the U.S. Department of Housing and Urban Development ("HUD"). HOME funds are to be used for the purposes set forth in Title II of the Cranston-Gonzalez National Affordable Housing Act of 1990, in federal implementing regulations set forth in Title 24 of the Code of Federal Regulations, part 92, and in Title 25 of the California Code of Regulations commencing with section 8200;

WHEREAS, on May 15, 2015, the Department issued a 2015 Notice of Funding Availability announcing the availability of funds under the HOME program (the "NOFA");

WHEREAS, in response to the 2015 NOFA, the City of Farmersville, a municipal corporation ("Applicant"), applied to the Department to receive an allocation of HOME funds;

WHEREAS, on June 28, 2016, the City received notice that it was awarded funding as part of the 2015 HOME program;

WHEREAS, on August 19, 2016, the Department requested an additional Resolution, modifying Section 3 wording in Authorizing Resolution 2015-016 to reflect there is no longer an Interim City Manager/Police Chief; and

WHEREAS, Resolution 2015-016 is hereby incorporated by reference.

NOW THEREFORE, THE CITY COUNCIL OF THE CITY OF FARMERSVILLE DOES HEREBY RESOLVE AS FOLLOWS:

Section 1. Section 3 of Resolution 2015-016 is hereby amended to read as follows:

"Section 3. The applicant authorizes the City Manager or his/her designee(s) to execute, in the name of the applicant, the required documents."

Section 2. Except as amended by this resolution, Resolution 2015-016 shall remain in full force and effect.

PASSED AND ADOPTED at a regular meeting of the City Council of the City of Farmersville held on _____, 2016 by the following vote:

AYES: _____
NOES: _____
ABSTAIN: _____
ABSENT: _____

By: _____
Paul Boyer, Mayor

ATTEST:

City Clerk

8.6



City Council

Staff Report

TO: Honorable Mayor and City Council

FROM: Lisa M. Wallis-Dutra, PE, TE, PTOE
City Engineer, QK Inc.

THROUGH: John Jansons, City Manager *[Signature]*

DATE: September 26, 2016

SUBJECT: Completion of the Farmersville Park Development Project

RECOMMENDED ACTION:

It is respectfully recommended that the City Council accept the Notice of Completion for the Farmersville Park Development Project, and the City Council authorize the City Engineer sign the Notice of Completion and the City Clerk file the Notice of Completion with the County Clerk's office.

BACKGROUND:

MAC General Engineering, the contractor for the project, began construction in December, 2015 and substantially completed the work in May, 2016. Work involved development of the Farmersville Sports Park and the Farmersville Canal Parkway Project. The contractor has completed their maintenance period on the Farmersville Park Development Project in accordance with their contract.

DISCUSSION:

The project had eight (8) change orders that included: changes in soil amendments and grass seed; well abandonment; stub for future valves, permit fees, and tree substitutions; installation of owner-supplied chemical fertilizer system; installation of additional trees, irrigation, and amendments; relocation of the solar sync; and additional manual fertilizer distribution.

Base Contract Amount:	\$540,200.72
Change Orders 001-008:	\$50,333.34
Final Contract Sum:	\$590,534.06

COORDINATION & REVIEW:

The recommendation to accept the Notice of Completion was coordinated and reviewed with the City Manager's Office, Public Works Dept. staff and the project architect, Sierra Designs, Inc.

ALTERNATIVES:

None

FISCAL IMPACT:

The Project was funded through two grants and was included in the 2015-2016 and 2016-2017 fiscal year budgets.

CONCLUSION:

It is respectfully recommended that the City Council accept the Notice of Completion for the Farmersville Park Development Project, and the City Council authorize the City Engineer sign the Notice of Completion and the City Clerk file the Notice of Completion with the County Clerk's office.

Attachment(s): 1) Notice of Completion Certificate

Respectfully Submitted By:

Reviewed By:

Greg Thompson
Construction Manager – QK Inc.

Lisa Wallis-Dutra, PE, TE, PTOE
City Engineer – QK Inc.

Approved By:



John Jansons
City Manager

A Notary Public or other officer completing this certificate verifies only the identity of the individual who signed the document to which this certificate is attached, and not the truthfulness, accuracy, or validity of that document.

STATE OF CALIFORNIA)

)ss

COUNTY OF TULARE)

Subscribed and sworn or affirmed to before me on this _____ day of _____, _____, by Lisa Wallis-Dutra, who proved to me on the basis of satisfactory evidence to be the person(s) who appeared before me.

Notary Public in and for the County of Tulare, State of California

Commission Expiration Date

Attached to Notice of Completion for Farmersville Municipal Project:

Farmersville Park Development Project

(Insert name of project on line above)

8.7



City Council

Staff Report

TO: Honorable Mayor and City Council

FROM: Lisa M. Wallis-Dutra, PE, TE, PTOE
City Engineer, QK Inc.

THROUGH: John Jansons, City Manager *JJ*

DATE: September 26, 2016

SUBJECT: Active Transportation Program (ATP) Cycle 1, S. Farmersville Boulevard Street Improvements and Bus Turnaround Project

RECOMMENDED ACTION:

It is respectfully recommended that the City Council review and accept the amended Notice of Exemption (NOE) for the City of Farmersville's ATP Cycle 1 Project and authorize the City Manager to sign the NOE and the City Clerk to file the NOE with the County Clerk's Office.

BACKGROUND:

The City of Farmersville was awarded Cycle 1 ATP and Measure R funding for the South Farmersville Boulevard Street Improvements and Bus Turnaround Project. The project includes construction of curb, gutter, and sidewalk to close the pedestrian network gaps on the west side of South Farmersville Boulevard between Oakland Street and the south city limit. Drive approaches will be constructed to provide access to the adjacent properties. Signing and pavement delineation work will create parking and bike lanes on both sides of the street. In addition to the above-described project is construction of a bus turnaround by Roy's Park. Storm drain system will also be constructed on the south end of the project to capture the water runoff.

DISCUSSION:

As part of the City of Farmersville's ATP Cycle 1 S. Farmersville Boulevard Street Improvements and Bus Turnaround Project, staff prepared a NOE that was presented and accepted by Council at the July 13, 2015 City Council Meeting. The NOE was signed by the Interim City Manager and filed at the County Clerk's Office. The NOE indicated the project is exempt from CEQA pursuant to CEQA Guidelines Article 19, Categorical Exemptions §15301(c), because the proposed improvements involve negligible or no expansion of an existing

use of existing street. The project limits, as shown on the NOE, were on South Farmersville Boulevard between West Oakland Street to the City limit.

As design progressed on the project, it was determined that the project limits would need to be extended north of West Oakland Street to accommodate additional transition signing and striping to conform to existing street configurations near Visalia Road. The extension of signing and striping outside of the original project limits triggered the need to amend the original NOE. Only the project limits have been amended. The project remains exempt from CEQA pursuant to CEQA Guidelines Article 19, Categorical Exemptions §15301(c), because the proposed improvements involve negligible or no expansion of an existing use of existing street.

COORDINATION & REVIEW:

Staff has discussed the need for the amended NOE with the City Manager.

ALTERNATIVES:

None.

FISCAL IMPACT:

This project is being funded with State ATP Funds, Measure R Funds, and Local Funds. The local funds were included in the City's FY 2015-2016 Budget and have been carried-over into the 16-17 FY Budget.

CONCLUSION:

It is respectfully recommended that the City Council review and accept the amended Notice of Exemption (NOE) for the City of Farmersville's ATP Cycle 1 Project and authorize the City Manager to sign the NOE and the City Clerk to file the NOE with the County Clerk's Office.

ATTACHMENT: 1) Amended Notice of Exemption (NOE)

Respectfully Submitted By:

Approved By:

Lisa M. Wallis-Dutra, PE, TE, PTOE
City Engineer – QK Inc.



John Jansons
City Manager

Notice of Exemption

AMENDED

Appendix E

To: Office of Planning and Research
P.O. Box 3044, Room 113
Sacramento, CA 95812-3044
County Clerk
County of: Tulare
221 South Mooney Boulevard
Visalia, California 93291

From: (Public Agency):
City of Farmersville
909 West Visalia Road, Farmersville, CA 93223
(Address)

Project Title: ADA Improvements on South Farmersville Boulevard and Bus Turnaround Project

Project Applicant: City of Farmersville

Project Location - Specific:

South Farmersville Boulevard between West Visalia Road to the southerly City Limit

Project Location - City: Farmersville Project Location - County: Tulare

Description of Nature, Purpose and Beneficiaries of Project:

Street improvements along Farmersville Boulevard, ADA compliance and bus turnaround.

Name of Public Agency Approving Project: City of Farmersville

Name of Person or Agency Carrying Out Project: City of Farmersville

Exempt Status: (check one):

- Ministerial (Sec. 21080(b)(1); 15268);
Declared Emergency (Sec. 21080(b)(3); 15269(a));
Emergency Project (Sec. 21080(b)(4); 15269(b)(c));
[X] Categorical Exemption. State type and section number: Article 19. 15301(c)
Statutory Exemptions. State code number:

Reasons why project is exempt:

The City of Farmersville has determined that the proposed project is exempt from CEQA pursuant to CEQA Guidelines, Article 19. Categorical Exemptions §15301(c) because the proposed improvements involves negligible or no expansion of an existing use of existing street.

Lead Agency
Contact Person: John Jansons Area Code/Telephone/Extension: (559) 747-0458

If filed by applicant:

- 1. Attach certified document of exemption finding.
2. Has a Notice of Exemption been filed by the public agency approving the project? [X] Yes [] No

Signature: Date: Title:

[X] Signed by Lead Agency [] Signed by Applicant

Authority cited: Sections 21083 and 21110, Public Resources Code.
Reference: Sections 21108, 21152, and 21152.1, Public Resources Code.

Date Received for filing at OPR:



9.1

City Council

Staff Report

TO: Honorable Mayor and City Council

FROM: John Jansons, City Manager *[Signature]*

DATE: September 26, 2016

SUBJECT: Senior Citizen Services in Farmersville

RECOMMENDED ACTION:

It is respectfully recommended that the City Council discuss option to provide expanded services to Senior Citizens in Farmersville with possible directions to staff.

BACKGROUND and DISCUSSION:

The 2014 grant awarded to the City of Farmersville (14-CDBG-9900) from the Community Development Block Grant program (CDBG) of the California Department of Housing and Community Development (HCD) originating from the U.S. Housing and Urban Development (HUD), provided funding to expand and enhance the delivery of services to elderly Farmersville residents.

In an effort to start a program of expanded services to seniors, the City, engaged the Community Services Employment Training Agency (CSET) and selected CSET for this task as they successfully operate and manage several senior centers in Tulare County, including Woodlake and Porterville which have active and robust activities and services.

At the time, the Board of Directors off the Farmersville Seniors Inc. approved a partnership between their organization, the City and CSET, utilizing the program funds available from the CDBG program to expand services its facility at 444 Gene Street. Unfortunately, that proposed partnership was not realized due to senior center members not wanting the services offered by CSET and CSET's eventual withdrawal due to a lack of support for their proposed program by the Farmersville Senior Citizens Inc. membership.

Since that time, City staff has continued to identify collaborative strategies to deliver enhanced services to seniors in the city and Staff is seeking the input from the City Council for ideas and direction to make that happen.

FISCAL IMPACT:

\$139,535 in CDBG funds have been earmarked to deliver enhanced and expanded services to Farmersville senior citizens.

CONCLUSION:

It is respectfully recommended that the City Council discuss options to provide expanded services to Senior Citizens in Farmersville with possible directions to staff.

Recommended By:



John Jansons, City Manager

9.2



City Council

Staff Report

TO: Honorable Mayor and Members of the Farmersville City Council
FROM: Karl Schoettler, City Planner – Collins and Schoettler
THROUGH: John Jansons, City Manager *[Signature]*
DATE: September 26, 2016
RE: Potential Zoning Ordinance Amendment to allow "Little Free Libraries"

RECOMMENDED ACTION:

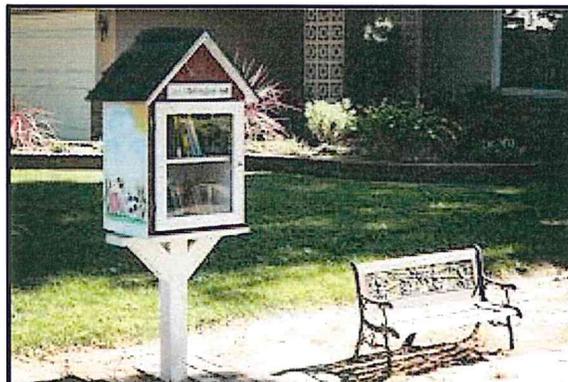
It is respectfully recommended that the City Council consider the staff report on the subject of Little Free Libraries and give direction to staff for future action.

BACKGROUND:

There is interest in allowing residents to establish "Little Free Libraries" at various locations in the community. This report explains possible actions to allow Little Free Libraries.

ANALYSIS: and / or DISCUSSION

Within the past few weeks staff has been asked whether "Little Free Libraries" are allowed in Farmersville. A Little Free Library is typically a "take a book, return a book" free book exchange. They come in many shapes and sizes, but the most common version is a small wooden box of books - often with the appearance of a large mailbox. Anyone may take a book or bring a book to share. The photo below shows an example of a little free library.



Staff is seeking direction from the City Council on whether such libraries should be permitted in Farmersville, and potential installation standards.

From a zoning perspective, Little Free Libraries constitute a use of land and are therefore subject to regulation. Most cities that have allowed Little Free Libraries typically amend their Zoning Ordinance to classify Little Free Libraries as a permitted accessory use in some or all zone districts. Most cities also establish some basic standards to ensure safety for the public. Common standards include:

- Little Free Libraries are considered as an accessory use, and are permitted provided that, all such libraries meet the following placement requirements:
- Little Free Libraries shall not be located within or overhang the public street right-of-way or any public easement;
- Little Free Libraries shall not obstruct vehicular, bicycle or pedestrian traffic, either physically, or by a person utilizing the Little Free Library;
- Little Free Libraries shall not obstruct access aisles or paths utilized by persons in wheelchairs or for ADA accessibility;
- Little Free Libraries may be placed as a permitted obstruction in a required front yard (area between the front wall of a building and the public street right-of-way);
- Enclosures shall be sized and arranged such that no person or child is able to enter;
- Little Free Libraries shall be anchored to the ground or otherwise securely attached to something having a permanent location on the ground.
- Signage associated with a little free library shall be limited to one unlighted sign no larger than two square feet, attached to the structure.

Direction for Staff

Based on the foregoing information staff is seeking direction from the City Council on the following issues:

- Should "Little Free Libraries" be allowed in Farmersville and to what extent should they be regulated?
- In what zones should Little Free Libraries be permitted?
- Should some basic zoning standards (such as those listed above) be established to guide the design and placement of Little Free Libraries?
- Should a permit be required for a little free library? Most cities that allow them classify little free libraries as an accessory use and as long as they meet standards (such as those cited above) no permit is required.

COORDINATION & REVIEW:

If Council gives direction for processing of a Zoning Ordinance Amendment such an amendment would undergo preparation by the City Planner and then public hearings before the Planning Commission and then the City Council.

FISCAL IMPACT:

Preparation of a Zoning Ordinance Amendment would have costs associated with time of the City Planner and City Attorney and publication costs associated with public hearing notices.

CONCLUSION:

As noted above, staff is seeking input from the City Council on whether and how to allow the installation of Little Libraries in Farmersville.

Attachment(s): 1- Example Photos and Free Library Information

Respectfully submitted,

Approved By:

Karl Schoettler
City Planner
Collins and Schoettler

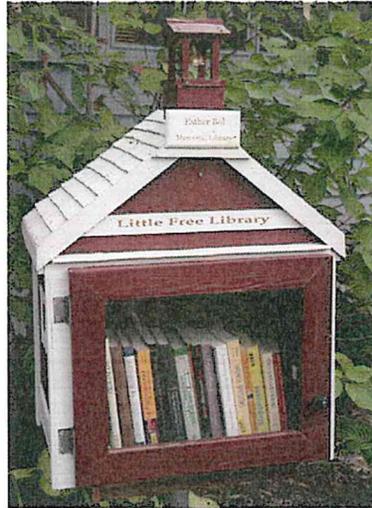


John Jansons
City Manager

Little Free Library

From Wikipedia, the free encyclopedia

Little Free Library is a nonprofit organization that supports the worldwide movement to offer free books housed in small containers to members of the local community. The organization is based in Hudson, Wisconsin, US. Little Free Libraries are also referred to as community book exchanges, neighborhood book exchanges, book trading posts, pop-up libraries, and micro-libraries, and have been likened to human bird feeders.



The first Little Free Library in Hudson, Wisconsin

History

The idea was popularized in Hudson, Wisconsin, in 2009 when Todd Bol mounted a wooden container designed to look like a school house on a post on his lawn as a tribute to his mother, who was a book lover and school teacher. Bol shared his idea with his partner, Rick Brooks, who spread the word, and the idea spread rapidly. Library owners can create their own library box, usually about the size of a doll house, or purchase one from the website. For a fee, libraries may be registered and assigned a number at the organization's website. Owners receive a sign that reads "Little Free Library". They often have the phrase, "Take a Book. Leave a Book." The Little Free Library Index lists locations with GPS coordinates and information.

The original goal was the creation of 2,150 Little Libraries, which would surpass the number of libraries founded by Andrew Carnegie. As of January 2014, there are over 15,000 Little Libraries worldwide. As of February 2013, all 50 U.S. states and 40 countries worldwide have been involved in the program. An estimated 1,650,000 books were donated and borrowed from 2010 to 2013.

Libraries have been donated to rural areas that have no libraries of their own or that have been affected by disasters. Libraries often incorporate materials from the community.

Libraries of all shapes and sizes exist, from smaller collections in brightly painted wooden houses to a library based on Doctor Who's TARDIS.

Regulation

In late 2012, the village of Whitefish Bay, Wisconsin, denied permission to potential Little Free Library projects and required that an existing Little Free Library be removed because of a village ordinance that prohibited structures in front yards. Village trustees also worried about inappropriate material being placed in the boxes. However, in August 2013, the village approved a new ordinance that specifically allowed Little Free Library boxes to be put up on private property.

In June 2014, city officials in Leawood, Kansas shut down a Little Free Library under a city ordinance prohibiting detached structures. The family of the nine-year-old boy who built the structure created a Facebook page to support the amendment of Leawood's city code. Another resident of the city who erected a Little Free Library was threatened with a \$25 fine. In July, the city council unanimously approved a temporary moratorium to permit Little Free Libraries on private property.

In September 2014, the town of Spider Lake, Wisconsin effectively banned Little Free Libraries on private property by requiring a "conditional use permit" and a fee of \$375. In October 2014 the town sent the homeowner a notice of violation and ordered homeowners to remove the LFL or face legal sanctions.

On January 29, 2015, the Metropolitan Planning Commission in Shreveport, Louisiana shut down a Little Free Library. Zoning administrator Alan Clarke said that city ordinances only permitted libraries in commercial zones and that of the all Little Free Libraries in Shreveport, the one that was shut down had "bothered someone." The following month, the city council temporarily legalized book exchange boxes until the zoning ordinance could be amended to permanently allow them.

Students start Little Free library in Visalia

Stephanie Weldy, sweldy@visaliatimesdelta.com 4:54 p.m. PDT March 11, 2015



They've been popping up on street corners across America for years. On Tuesday, a Little Free Library popped up in front of Jostens in Visalia.

The concept of the libraries is simple. Open the door to the wooden, hinged box and take a book — any book — and feel free to leave one — or a few — for another person to enjoy.

The little library in front of Jostens is targeted for adults, with over 40 books ranging in genres — from the classics, including "Jane Eyre," to dystopian novels, fantasies, mysteries, romance and more. And no library card or money is required.

This library is perhaps a little unique from most others, as it was started by 10 Willow Glen Elementary students as a project for the Tulare County Step-Up youth program. And in the early afternoon on Tuesday, a handful of Jostens workers, Willow Glen staff,

and Tulare County Librarian Darla Wegener watched as four of the 10 involved students struggled with the chamber of commerce's giant, ribbon cutting scissors for a little, ribbon cutting event.

"I think it's fabulous they're contributing to literacy efforts in the county, in Visalia, and in the industrial area — while most industrial areas usually aren't best served by libraries," Wegener said. "That they're giving of themselves is fabulous."



(Photo: Steve R. Fujimoto)

The students said the library is a way to get more community members reading and educated.

"The purpose of the library is to help the community and people who can't afford books to read," 13-year-old Kayley Jones said.

Kimberly Holguin, 13, is the student behind the idea of bringing Little Free Libraries to the community.

Holguin said she was in class when she read an article that said Visalia is one of the least educated cities in the nation, and that made her realize that getting people to read could counter that.

"The objective is to make us more educated and to show people that reading isn't a chore," she said. "It will make you smarter."

The library at Jostens is the first to be installed by the students. Their goal is to place five libraries throughout the community in upcoming months, with the second one, geared toward children, to be placed in front of the Willow Glen Elementary School campus.

The students have built two libraries so far at the cost of roughly \$200, and they're working to raise more funds for the additional boxes.

The funds for the Josten's library came from donations from the Tulare County Library Foundation, and the books for the boxes were raised through a book drive at Willow Glen that netted over 1,000 books.

"They didn't have to do this, they wanted to do this," said Willow Glen Principal Tammy Milligan. "I'm extremely proud of everything they've done. I love this group of kids."

For Kayley Jones, the library in front of Jostens holds perhaps even more significance to her than to the other students who helped get it in place.

The box is dedicated in honor of her mother, Sherri Mittel, who died recently from a chronic illness.

Mittell worked at Jostens and loved reading a good mystery book over a cup of coffee, Jones said.

Jones' sister, Taylor Jones, 21, said she's proud of her sister and what she's contributed to.

"I think it's wonderful," she said. "It think it's special. It ties my mom's memory into the community."

This is the fourth year students from across the county are working to combat local issues through the countywide Step Up program.

9.3



City Council

Staff Report

TO: Honorable Mayor and City Council

FROM: John Jansons, City Manager 

DATE: September 26, 2016

SUBJECT: Urban Forest Restoration and Park Development Project- Proposal for Design Services

RECOMMENDED ACTION:

It is respectfully recommended that the City Council approve and authorize the City Manager to execute a contract for services with Sierra Designs Inc. for the design and landscape architecture for the Urban Forest Restoration and Park Development Project in an amount of

BACKGROUND and DISCUSSION:

The City has received a proposal (Attachment 1) from Sierra Designs Inc. for design and landscape architecture in the amount of \$62,950 for additional phase(s) of work associated with full build-out of City park land at Walnut and Freedom Drive ("North Sports Park").

COORDINATION AND REVIEW:

The recommendation has been coordinated with and reviewed by Blaise and Associates, the City's grant manager and the City's Finance Department.

FISCAL IMPACT:

The proposed contract is in line with costs proposed through the Project planning and award process and are available in the project budget as included in the City's FY 16-17 Budget.

CONCLUSION:

It is respectfully recommended that the City Council approve and authorize the City Manager to execute the contract for design services with Sierra Designs Inc.

ATTACHMENT (s): 1- Proposal / Contract and Site Plan

Recommended By:



John Jansons, City Manager

Sierra Designs inc.
Landscape Architecture & Planning

August 9, 2016

Mr. John Jansons, City Manager
City of Farmersville
909 W. Visalia Road
Farmersville, CA 93223

**Re: "Farmersville Urban Forest Restoration and Park Development" Grant
(CalFire Grant)**

Dear John:

We are happy to send you this proposal for execution of certain portions of the work for the above mentioned grant project in Farmersville, California. Based on our understanding of the requirements of the grant, we are pleased to present the Scope of Services and Project Approach detailed in the attached Exhibit A. The fee for each of the part of the work is shown in the attachment. A summary of the fee is as follows:

Design and Project Implementation Tasks:

- | | |
|--|-------------------------------|
| 1. Grant Item 3A – Design and Engineering | \$ 30,000.00 |
| Grant Item 3C1 – Prepare RFP for Contracted Services | SDI Portion
included in 3A |
| 2. Grant Item 3C2 – Supplementary coordination with other
service providers | \$ 2,600.00 |
| 3. Grant Item 4E2 – Design Cal Fire Signs and oversee fabrication | \$ 2,600.00 |

Community Outreach/Other Grant Requirement Tasks

- | | |
|---|--------------|
| 4. Grant Item 3C4 – Provide monitoring for 3 years | \$ 8,000.00 |
| 5. Grant Item 3C5 – Develop Flyers and Handouts | \$ 9,090.00 |
| 6. Grant Item 3C6 – Host 7 events and aid in developing
outreach materials | \$ 10,660.00 |

<u>Total Fee</u>	\$62,950.00
------------------	-------------

It is anticipated that the following marked consultants may be utilized for the successful completion of your plans; unmarked consultants may be added in later phases:

Architect	_____	Structural Engineer	_____
Horticultural Soils Lab	_____√_____	Civil Engineer	_____√_____
Compaction Testing Lab	_____	Surveyor	_____√_____
Biologist / Botanist	_____	Arborist	_____

113 N. Church Street, Suite 310 • Visalia, California • 93291
559.733.3690 • fax 559.733.3694
California Licenses 2455 and 2409

Schedule: Sierra Designs, inc landscape architecture develop a schedule for this work to meet the submittal requirements of the grant. We will deliver this schedule within one week of the receipt of the Notice to Proceed.

Sierra Designs, inc landscape architecture will perform services in this contract on a lump sum basis, excluding reimbursables. You will be notified of any unforeseen items that would require a modification of the anticipated fee or necessary time extensions.

Services not indicated above may be added directly to this agreement as the project progresses by entering the appropriate fee and both parties initial and dating those line items.

Sierra Designs, inc landscape architecture will provide you with Professional Design Services at the following rates:

RATES

Principal Landscape Architect/Planner	\$ 130.00/hr.
Landscape Architect	\$ 100.00/hr.
Landscape Designer/Technician	\$ 85.00/hr.
CAD Drafter	\$ 65.00/hr.

REIMBURSABLE EXPENSES

Bond Copies or Plots	\$ 2.00/ea.
Fax & Long Distance	At Cost
Outside Printing	Cost + 10%
Postage & Overnight Services	Cost + 10%
Consultants	Cost + 10%
Mileage	IRS Rate

Exclusions: Items not specifically noted in this agreement are excluded as part of these services, but can be provided as "Additional Services" upon direction from you to be followed by written verification from Sierra Designs, inc, or by separate written authorization.

Insurance:

Sierra Designs will provide the City of Farmersville with a Certificate of Insurance showing limits of coverage at \$2M per occurrence/\$4M aggregate General Liability and \$2M per occurrence/\$2M aggregate Professional Liability. We also carry the statutory limit of Workers Compensation Insurance. Hold Harmless and Obligation to Defend clauses shall not be required or supplied by either the City of Farmersville or by Sierra Designs, Inc.

Payments: Payment for invoices shall be within 30 days of invoice date. Invoices are generally present on a "Work in Progress" manner, generally as individual phases are completed or monthly, whichever occurs first. Payments not received within 30 days of invoice shall be subject to the maximum interest allowable by state law. If litigation is required to enforce the terms of this agreement, the prevailing party shall be entitled to court costs, reasonable administrative fees associated with the suit, and attorney's fees.

Per California Business and Professions Code, Chapter 3.5 of Div. 3, Section 5616(e):
LANDSCAPE ARCHITECTS ARE REGULATED BY THE CALIFORNIA BOARD OF
LANDSCAPE ARCHITECTS. ANY QUESTIONS MAY BE REFERRED TO THE
BOARD AT:

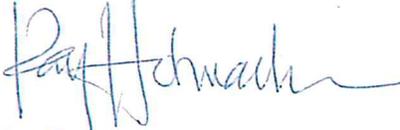
Cal Fire Grant
August 9, 2016

LANDSCAPE ARCHITECTS TECHNICAL COMMITTEE
2420 Del Paso Road, Suite 105
SACRAMENTO, CALIF. 95834
916-575-7230

Sierra Designs, inc landscape architecture appreciates your trust in our firm to provide you with outstanding design service. We look forward to the opportunity to work together towards the successful development of this project.

Respectfully,

Authorized to Proceed



Kay Hutmacher, ASLA
Principal Landscape Architect
Cal. Reg. No. 2455

Signature & Date

Sierra Designs inc.
Landscape Architecture & Planning

**EXHIBIT A – PROJECT APPROACH AND SCOPE
FARMERSVILLE URBAN FOREST RESTORATION AND
PARK DEVELOPMENT (CALFIRE) GRANT
FARMERSVILLE, CALIFORNIA**

General:

This Project Approach and Scope of Work has been developed based on the requirements and budget of the approved Cal Fire Grant #14-GHG-UF-01-GRIN-0017, "FARMERSVILLE URBAN FOREST RESTORATION AND PARK DEVELOPMENT". It is our intention to fulfill the portions of the grant applicable to our discipline within the budget of the grant. This Project Approach is numbered to reflect the budget items on the approved grant proposal (attached)

Sierra Designs Task 1, Grant Item 3A: "Final Design Engineering and Permitting":

1. Project Kick Off and linkage to complete work at Farmersville Park
 - a. Define scope/location of work based on existing Schematic Plan for north side of Sports Park. Update Schematic Design to incorporate any changes. Meet with City/Council/Stakeholders to review. One meeting budgeted.
 - i. Update to Schematic Plan will be in B&W only as a working document. Re-rendering the plan would be an Additional Service.
 - b. Retain sub-consultants as required. Fee for Civil Engineer and Surveyor sub-consultants are included in our fee. If the need arises for other unanticipated sub-consultants these fees are not included. Expected sub-consultants include
 - i. Civil Engineer for final grading design and development of cut/fill quantities
 - ii. Surveyor to update topographic survey in project area.
 - c. Kick off meeting to develop strategy for construction – assignment of construction to volunteers, contractors and subsidized workers (CSET, etc.) Meeting to include Sierra Designs, City Project Manager and Construction Manager.

2. Prepare Plans, Specifications and Cost Estimate
 - a. Plans will not begin until city has approved changes to the Schematic Plan (if any) and has developed a construction strategy utilizing volunteer, subsidized and contracted labor. Work required due to changes in this assignment of work after the plans are underway may be billed as an extra on a Time and Materials basis.
 - b. Prepare Layout, Grading, Irrigation, Planting plans and Landscape Details
 - c. Prepare Technical Specifications
 - d. Prepare Cost Estimate
 - e. Submittal Schedule:
 - i. 35%: Plans and Specification Outline. Design Development level Cost Estimate.
 - ii. 65%: Plans, Specifications and updated Cost Estimate. This submittal will be an informal, "over the shoulder" update of the Design Development plans.

- iii. 95%: Plans, Specifications and Cost Estimate. Also preliminary Bid Form/Bid Descriptions and Final Architect's Estimate. City to review and sign off on submittal before final Bid Set is prepared.
- iv. At each submittal the City will review the plans and, if necessary, provide comments, request revisions of particular areas. City will provide Notice to Proceed prior to moving ahead with continued design work.
- f. Plans for permits will be available, actual permitting will be by city or contractor.
- g. Reimbursables: Printing is reimbursable and not included in fee. There will be no charge for delivery of digital plans or specifications for review.

3. Bidding

- a. Bid package "front end" to be prepared by City or CM. We will provide necessary project data.
- b. Sierra Designs will prepare Bid Set Plans and Technical Specifications
- c. Sierra Designs will prepare Bid Form and Bid Item Descriptions
- d. We will support assembly of the bid package (Bid package to be prepared, released, advertised, duplicated, etc. by City)
- e. We will aid in the preparation of Addendums and will answer bidder questions as requested.
- f. We will attend the Bid Opening, but the Bid Opening will be conducted by the City or CM
- g. The City will be responsible for all contract, bonding, and other Construction Management duties

4. Construction Support

- a. Sierra Designs will support preparation of Dust Control Plan (provide site and project data and site plans)
- b. We will provide Construction observations as requested by Construction Manager. Five observations are budgeted
- c. Additional construction support would be offered at Time and Materials and assigned to the "construction" portion of the grant budget, 3B.

Fee for Task 1: \$30,000.00 plus any T&M noted above in item 4c.

Sierra Designs Task 2, Grant Item 3C2 "Project Management"

- 1. Coordination with "other services" – Sierra Designs will work with the City and Construction Manager to split the construction work on the project between contracted services and others such as CSET, the California Youth Authority, the public, the City, and others.
- 2. Sierra Designs will not provide input regarding insurance, Prevailing Wage requirements, etc. This work will be done by the City or Construction Manager.

Fee for Task 2: \$2,600.00

Sierra Designs Task 3, Grant Item 4A – Cal Fire Signs

- 1. Sierra Designs will provide the design and coordinate fabrication of the required CalFire signs.
- 2. The signs will be matching, and will meet CalFire requirements.
- 3. This item does not include the cost of the signs themselves, the mounting materials or labor.

Fee for Task 3: \$2,600.00

Sierra Designs Task 4 – Grant Item 3C4 – Provide Monitoring for Three Years

1. Sierra Designs will make monthly site visits during the first growing season then quarterly for the rest of the three year period
 - a. We will keep a log regarding tree health and vigor, amount of mulch and other site conditions.
 - b. We will prepare a brief report after each visit with recommendations for tree replacement, restaking, irrigation repair or other maintenance required.
 - c. It will be up to the city to act on any recommendations provided.
 - d. We will compile the reports to be available to the granting agency as needed

Fee for Task 4: \$ 8,000.00

Sierra Designs Task 5 – Grant Item 3C5 – Develop Flyers and Handout

1. Sierra Designs will develop:
 - a. A 1-2 page handout for elementary students, and a similar handout for older students.
 - b. A “teacher’s guide” to accompany each of these handouts. We will request review of these materials from teachers or administrators and integrate their comments.
 - c. A flyer for residents to take home regarding how to plant trees in their own yard, about water-wise gardening, storm water recharge, etc. This community handout will be in both English and Spanish
2. City will provide duplication and distribution of the handouts.

Fee for Task 5: \$9,090.00

Sierra Designs Task 6 – Grant Item 3C6 – Workshops

1. Sierra Designs will coordinate, attend and host (or arrange for hosting) the grant-required workshops, specifically:
 - a. A tree-planting event called “Trees for our City”
 - b. At least two age-appropriate field trips for Farmersville students
 - c. Four community workshops to involve the community in water-wise landscaping and pruning. The workshops will provide 200 seedlings for residents to plant in their own yards
2. Sierra Designs will arrange for the purchase of the seedlings, the cost of the seedling (plus delivery, etc.) will be a reimbursable expense (see note below) and is not included in the fee.
3. If there is any cost involved bringing in speakers, etc. for the workshops that fee will be borne by the city.
4. Sierra Designs will help develop the outreach materials to advertise these events, but the city will be responsible for preparation of the final product, duplication, coordination with TV, radio, bilingual community partners, etc.

Fee for Task 6: \$10,660.00

Note: Reimbursable Expenses - The city is directed to grant item (4) which will pay for many of the reimbursable expenses associated with the outreach, monitoring and signage portions of the project.

Attachment 7
Farmersville Urban Forest Restoration and Park Development Budget Proposal
14-GHG-UF-01-GRIN-0017

Grant
Item
1

2

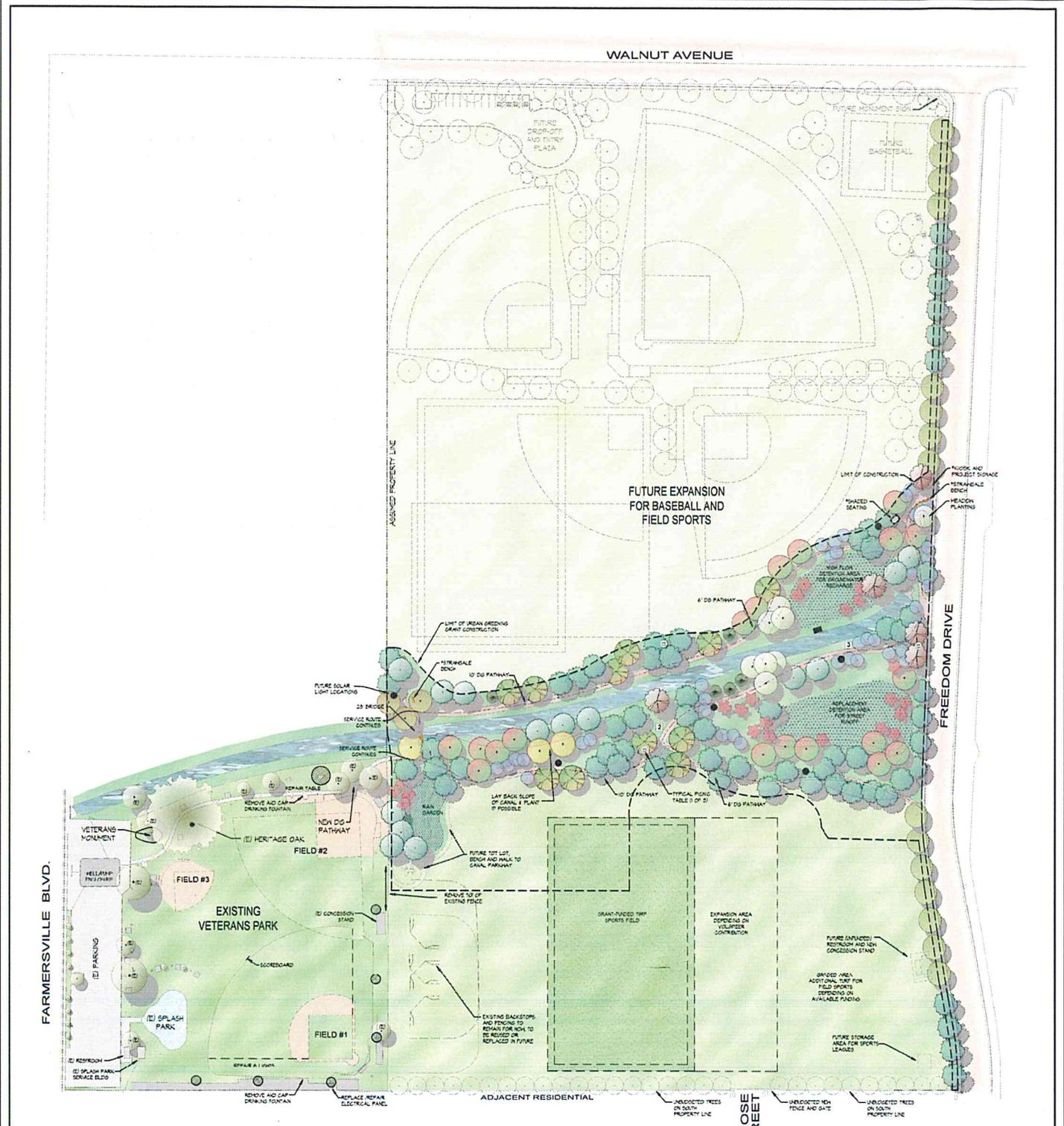
3A

3B

3C

4A

Budget Item Description	Computation			CalFIRE Grant Share	Grantee Match (in-kind)	Total Cost
	\$/Unit	Unit	Quantity			
<i>Salaries and Wages</i>						
Public Works Maintenance I and II employees 5-years maintenance	\$ 20	Hours	1,300		\$ 26,000	\$ 26,000
<i>Fringe Benefits</i>						
Public Works Maintenance I employee	\$ 3	Hours	1,300		\$ 4,000	\$ 4,000
<i>Contractual</i>						
A. <u>Sierra Designs Inc. Final Design, Engineering, Permitting</u>	\$ 30,000	LS	1	\$ 30,000		\$ 30,000
B1. Construction (mobilization/start up)	\$ 8,314	LS	1	\$ 8,314		\$ 8,314
B2. Construction (grading/excavation for bioswale)	\$ 68,551	LS	1	\$ 68,551		\$ 68,551
B3. Construction (irrigation installation)	\$ 38,863	LS	1	\$ 38,863		\$ 38,863
B3. Construction (trees, planting and staking)	\$ 21,526	LS	1	\$ 21,526		\$ 21,526
B4. Construction (Mulch in basins)	\$ 2,847	LS	1	\$ 2,847		\$ 2,847
B6. 90-day tree establishment (provided by contractor)	\$ 3,919	LS	1	\$ 3,919		\$ 3,919
B5. Construction Management (25% of Construction Tasks)	\$ 33,010	LS	1	\$ 33,010		\$ 33,010
C. Project Management (Developing RFP for construction and other services, assistance with contracting, <u>project monitoring three years, and outreach materials development and coordinating and hosting workshops.</u>)	\$ 44,470	LS	1	\$ 44,470		\$ 44,470
D. Grant Administration (quarterly progress reports, reimbursement requests, final report)	\$ 100	hrs	85	\$ 8,500		\$ 8,500
<i>Other Direct</i>						
Outreach Materials, Community Planning Workshops, <u>Seedlings for workshops (Announcements/Flyers/Direct Mail/PSAs--CAL FIRE Signage, 3 signs)</u>	\$ 10,000	LS	1	\$ 10,000		\$ 10,000
Total Project Costs				\$ 270,000	\$ 30,000	\$ 300,000
Percentage Contribution				90%	10%	100%



IDEAS FOR RENOVATIONS AT VETERANS PARK FROM ON-SITE MEETING -

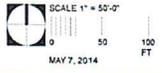
- ELEMENTARY RANKING - WORK TO BE ACCOMPLISHED AS FUNDED ALLOWS:**
- ELECTRICAL REPAIRS AND UPGRADES TO SPORTS LIGHTING AND LIGHTING FOR AMERICAN FLAG
 - FLATTEN & RESEED TURF
 - ADD DUGOUT AT BALLFIELD #3
 - REPAIR DUGOUT AT BALLFIELD #2
 - RAISE FLOOR AND ROOF FOR DUGOUTS AT #1
 - REPLACE OUTFIELD FENCE AT #1
 - REPAIR TABLE
 - REMOVE DRINKING FOUNTAINS
 - HYGIENIC REPAIRS TO RESTROOM (GRANT LINE ITEM)
 - ADD PATHWAY TO GATE
 - REMOVE SECTION OF FENCE
 - ANY ADA COMPLIANCE REPAIRS?

- AS FUNDS PERMIT:**
- MORE BLEACHERS
 - FIX EXISTING BLEACHERS
 - EXTEND FENCING ON SOUTH SIDE OF #1

INTERPRETIVE PANELS (3 REQUIRED):

- 1) EARLY SETTLERS OF FARMERSVILLE
- 2) WILDLIFE AND BIRDS - DISCUSSION OF HABITAT
- 3) WATER CONSERVATION

- FUTURE (UNFUNDED) SOLAR LIGHTS
- ITEMS WITH * WILL REQUIRE COMMUNITY PARTICIPATION



9.4



City Council

Staff Report

TO: Honorable Mayor and City Council

FROM: John Jansons, City Manager *[Signature]*

DATE: September 26, 2016

SUBJECT: Quarterly Financial Report: 4th Quarter Fiscal Year 15/16

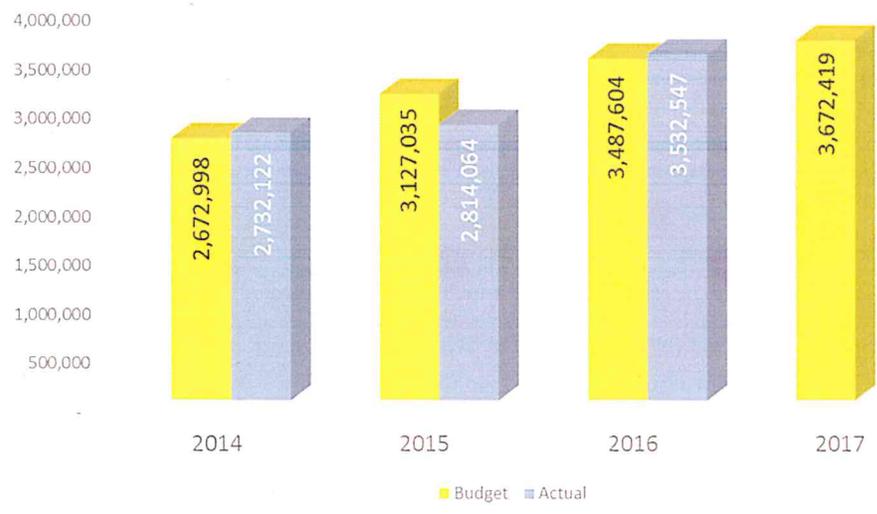
RECOMMENDED ACTION:

- 1) That the City Council hear a brief presentation from The Finance Director on the Quarterly Financial Report encompassing the period April 1, 2016 through June 30, 2016.
- 2) Receive and file quarterly report (Fourth Quarter FY 15/16).

BACKGROUND / DISCUSSION:

The attached report is an update as of the end of the Fourth Quarter for Fiscal Year 2015/2016 which ended on 6/30/2016. Spending was over budget by \$44,943 in the General Fund or 1.3%. However, revenues in the General Fund missed the budget target of \$3,467,990 by \$119,405 (3.4%) creating an overall shortage of \$164,348 actual spending over income for the year.

General Fund Expense - Budget vs. Actual



While missing our target on the General Fund is not ideal, much of that is due to revenues not being received timely within the year and some expenses that were, in part, out of the control of the City and part of necessary response to events occurring last year.

The main issues causing revenues to miss their target were delays in getting reimbursement for Police Department Expenses, revenues from other agencies not arriving or performing as expected, and a decline in Sales Tax income. Sales tax was down nearly 10% from budget even with the one time bump in additional income from the unwinding of the "triple flip".

The main issues causing expenditures to overshoot their budget were the Police Department's overtime and vehicle repair expenses. An Animal Control truck was also purchased and impacted that department's budget as well. Other overages were slight with exception of the Water Utility Fund which, adjusting for Cameron Creek Reimbursements, was operating at a loss of \$88,455 for the year.

The job market is continuing to improve here and across the nation. Inflation is staying pretty level and the housing market is starting to do better. These are all positive signs for the economy here in Farmersville and across the nation. However, dropping oil and gas prices will continue to impact the Sales Tax revenue of the City moving forward. Future revenues have already been adjusted to account for this.

Financing the Waste Water Treatment Plant and the cash flow of the many projects we have lined up continue to be at the top of the list for concerns going forward. City staff is working hard to achieve another favorable audit which plays a large part in allowing the City access to grants and other programs. Overall, the City is making progress and is still in a healthy cash position to handle the current burdens put upon it.

COORDINATION AND REVIEW:

The report and presentation has been coordinated with the City Manager.

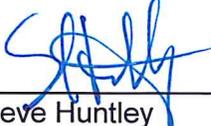
FISCAL IMPACT:

None

CONCLUSION:

- 1) That the City Council hear a brief presentation from Finance Director on the Quarterly Financial Report encompassing the period April 1, 2016 through June 30, 2016.
- 2) Receive and file Quarterly Report (Fourth Quarter FY 15/16).

Prepared By:



Steve Huntley
Finance Director

Approved By:



John Jansons
City Manager



FINANCE UPDATE: FY 2016 – FOURTH QUARTER

BUDGET UPDATE

The Finance Department is in full swing with year-end process and final steps to create the Financial Statements for the year ending June 30, 2016. It takes a couple months to finalize everything from the prior year so we delayed this report to try to strike the balance between timely and accurate. Now that we are nearly complete with wrapping up Fiscal Year 2016 we can take a look back to see where the City ended:

REVENUE UPDATE: Major Revenue sources are now finalized for the year ending 6/30/2016. The major revenue source status are as follows:

Property tax was trending higher at midyear but not by enough to expect that it would be significant. However, with the final payments in from the County, Farmersville did receive a bump in property tax revenue of nearly 11% (about \$32,000) over the budgeted amount which allowed this category to finish the year strong.

Sales tax is always paid about two months behind the month in which it was incurred. So the final payment for FY 2016 was received in August which was a solid amount but overall continued to be weak despite a one-time bump from the unwinding of the Triple Flip. Sales tax revenues missed the budgeted amount for the year by 9.8% (about \$73,000) which will cause the City to use reserves to shore up this shortfall for the period. It seems clear now that the likely causes are a combination of one-time struggles with lower service station sales in general, construction interference with gross business receipts, and depressed gas prices (down 28% from June 2015). Future Sales Tax expectations for FY 2017 have been revised down 10% to account for this trend.

Vehicle License Fees: The second of two payments came in May and was on target with the revised budget which reflected an 8% increase from last year. The FY 2017 budget is set for a flat return on this revenue given the economic conditions but this may be revised at midyear once better information is available in October from the State.

EXPENDITURE UPDATE: The General Fund spent more than it took in for the period ending 6/30/2016 (unaudited results). In addition to this, revenues totaled \$119,405 (3.4%) less than expected and expenditures were higher than budgeted by \$64,557 (1.8%). Revenues suffered the most in Sales Tax (down 9.8%) and Police Department revenues were down 17% part of which is attributed to POST training reimbursements that are still pending from the State.

The majority of General Fund expenses over budget was in the Police Department (about \$107,000 over budget). Overtime expenses were 29% over budget which is in part attributed to their ending the year three positions down requiring overtime to cover shifts. Repairs and Maintenance continued to be the biggest loss of cash ending 28% over budget, in large part due to the aging fleet and necessity to keep vehicles not only running but in good repair and capable of emergency operations. In addition, the one-time purchase of a much needed truck for Animal Control also

contributed to the overage. City Memberships and City Sponsorships were the only other General Fund departments over budget for the period.

After washing out the late reimbursement from the State for the work on Cameron Creek water connections, the Water Utility Fund spent \$88,455 more than revenue received, up from \$81,605 last year but below budget expectation of \$90,358 expenses exceeding revenue.

Other funds finished the year generally in good shape with exceptions around our major projects in Fund 12 (CDBG Home Assistance), Fund 26 (Roundabouts), and Fund 31 (Sports Park). These are timing issues with reimbursements lagging the incurred expenses already on our books.

We will need to keep a watchful eye on Fund 21 (Gas Tax) as it was marginally overspent. Revenues from the State for Gas Tax keep dropping but our costs keep rising. The Governor's proposed transportation package which would help agencies like ours with transportation funding was discussed by legislators in August 2016 but no decision was made on the future of transportation funding.

ECONOMIC UPDATE

Job growth has been unpredictable with a major disappointment in May followed by a glowing report in June. Unemployment (compared to last quarter) dropped to 4.9% nationally, 5.7% in California, and 10.8% in Tulare County.

Consumer confidence over the last quarter has declined while core CPI (Consumer Price Index less food and energy) continued to hold at 2.3%. This means that the economy continues to grow very slowly and inflation is still in the "normal" range. So it is expected that the Federal Open Market Committee (The Fed) won't increase the federal funds target rate until December 2016.

Housing starts are still growing nationally and existing home sales were up 1.8% but new home sales declined. Experts agree that the real estate market trend remains positive but growth will be slower than originally anticipated.

Gasoline prices have largely matched the forecasts for this year. This means that while there is still a seasonal spike in prices through August, the peak in May has already passed and gas prices are anticipated to decline to a national average of around \$2.00/gallon by December. Oil Futures rallied by nearly 38% from April to June but the market volatility and consumer prices are still expected to drop going forward.

So what does this mean for the City? The economy seems to be growing consistently but the growth rate is slowing. According to economic experts, it is still early to say if this is the start of a full scale economic slowdown or just more of the same very slow growth that we've had for several years now. The low rates continue to make this a prime opportunity for the City to finance purchases if needed.

Decreasing unemployment in the area is good for Farmersville, but wage growth is still lagging historical trends. Inflation is still relatively low although reports suggest that lower-end retail prices continue to rise disproportionately impacting our residents and potentially our sales tax revenues.

The housing market, based upon property tax and other fee receipts at the City shows that existing home sales are down from last year and new starts are dramatically up, contrary to the national average.

Gas prices continue to be a persistent problem for City revenue. Gas prices are now on par with prices in June of 2009 (the lowest seasonal high in a decade). As long as domestic production stays high and OPEC continues to price out competitors, prices will remain at similar lows.

NOTEWORTHY NEWS & FUTURE OUTLOOK

There are several major news items for the City of Farmersville:

1. **Major Projects:** We are making good progress on construction projects and will be likely be bringing more projects on line very soon. Construction of the Roundabouts is almost complete and Phase 1 of the Sports Park is also almost complete. Both of these projects appear to be very close to budget and timely. This is a very good thing as not all projects tend to go so well. Work has started toward what is needed for the Water Energy Grant and the Urban Streams Restoration projects. These projects need to progress quickly as their grant deadlines will be here soon (Dec 2017) and our capacity to handle projects efficiently will start to fall off. Work with our Bond Counsel and Financing has begun on the biggest project which is the new Waste Water Treatment Plant. This project has the most risk to the City and ideally should be done with no other projects competing for attention, cash flows, and effort. However, we don't have that situation, so we need to do the best planning we can to try and layer projects and prioritize our efforts. Cash Flow remains the most significant concern with this project.
2. **Audit Season:** We will be working diligently to get the 2016 Audit together in a timely fashion to meet our deadline by the end of the calendar year. We completed our initial audit visit and were able to complete that portion in only a day (the expectation was three days) which is a good sign that we will have another successful audit this year. Good Audit results are critical to making projects and new efforts possible for the City. Without a good financial standing all other functions will be hampered and the City will be exposed to more risk.
3. **Key Factor Update:** We covered six major topics in the midyear review and in the FY 2017 Budget Report that would have significant impact on the City going forward (CalPERS UAL, Vacation Accrual Caps, Revenue losses, increasing benefit rates, Enterprise Fund Performance, Litigation Costs). These items all had significant impact on this year's budget but some significant changes have occurred recently that applies to these topics.
 - a. First, the SAFER grant was awarded to the City and will greatly help the adverse general fund budget situation.
 - b. Second, it appears that Tulare County Fire is still set on moving out of the leased space at 907 W Visalia Rd which could have significant consequences for the general fund as well, but as of yet, do not know when.
 - c. Third, staff continues to look at ways that we can help trim benefits expense without impacting the employee and secondly without making major changes. The industry is changing rapidly and this may provide some opportunity for savings.

- d. Fourth, the City hosted its very first onsite training event through ERMA to become compliant with our AB 1825 training and mitigate risk to the City. This is a great opportunity for the City and will be the first step in many improvements.



	FY 2015-2016 AMENDED BUDGET	FY 2015-2016 ACTUAL A/O 06/30/2016	VARIANCE TO BUDGET AMOUNT	VARIANCE TO BUDGET PERCENTAGE	REASON FOR VARIANCE EXPLANATION	
01 GENERAL FUND						
400 GENERAL REVENUES	(2,252,713)	(2,152,991)	99,721	-4%		
401 CITY COUNCIL	7,100	5,655	(1,445)	-20%	SALES TAX LOW, STP EXCHANGE DELAYED	
404 ADMINISTRATION	(73,862)	(83,707)	(9,845)	13%		
405 MEMBERSHIP LEGISLATION	24,000	27,867	3,867	16%	NEW MEMBERSHIP EXPENSES	
406 ADMINISTRATIVE OVERHEAD	36,907	32,438	(4,469)	-12%	PRIOR YEAR SPONSORSHIP EXPENSES	
407 CITY SPONSORSHIPS	6,000	6,645	645	11%		
409 CITY PROPERTIES	13,185	9,881	(3,304)	-25%	OT, REPAIRS, PROFESSIONAL EXPENSES	
411 POLICE	1,517,025	1,624,304	107,278	7%		
414 COMMUNITY DEVELOPMENT	80,050	78,355	(1,695)	-2%		
415 CODE ENFORCEMENT	39,573	38,748	(825)	-2%		
420 FIRE DEPARTMENT	346,938	334,077	(12,861)	-4%		
425 PARKS, BUILDINGS & GROUNDS	148,789	137,701	(11,088)	-7%		
426 ANIMAL CONTROL	87,393	105,375	17,981	21%	PURCHASE OF ANIMAL CONTROL VEHICLE	
TOTAL GENERAL FUND	(19,614)	164,348	183,962	-938%		
TOTAL REVENUES	(3,487,604)	(3,368,199)	119,405	-3%		
TOTAL EXPENSES	3,467,990	3,532,547	64,557	2%		
02 WATER UTILITY						
TOTAL REVENUES	(571,274)	(375,439)	(1,063,023)	(465,796)	-516%	
TOTAL EXPENSES	661,692	687,584	25,952	4%	ADDITIONAL FEES FROM THE STATE	
03 WATER DEVELOPMENT						
TOTAL REVENUES	(7,561)	(52,782)	(49,675)	657%		
TOTAL EXPENSES	5,000	4,454	(546)	-11%		
04 SEWER UTILITY						
TOTAL REVENUES	(757,835)	(688,965)	58,870	-8%	DELAY OF WWTP PROJECT	
TOTAL EXPENSES	(5,232,317)	(1,545,575)	3,686,742	-70%	DELAAY OF WWTP PROJECT	
05 SEWER DEVELOPMENT						
TOTAL REVENUES	48,184	(91,829)	(140,013)	-291%		
TOTAL EXPENSES	(23,816)	(91,829)	(68,013)	286%		
06 REFUSE						
TOTAL REVENUES	(64,321)	(75,148)	(10,827)	17%		
TOTAL EXPENSES	(752,880)	(763,343)	(10,463)	1%		
11 DRUG ENFORCEMENT						
TOTAL REVENUES	835	4,959	(4,124)	494%		
TOTAL EXPENSES	(165)	(166)	(1)	1%	WEAPONS EXPENSES	
12 FEDERAL AND STATE GRANTS						
TOTAL REVENUES	33,436	327,444	(294,008)	879%	REIMBURSEMENTS FROM GRANTS PENDING	
TOTAL EXPENSES	(2,408,618)	(151,765)	2,256,853	-94%		
14 POLICE SISEF						
TOTAL REVENUES	114,903	104,055	(10,849)	-9%	HIGHER WORKERS COMP & UNIFORM COSTS	
TOTAL EXPENSES	(100,960)	(124,822)	(23,862)	24%		
15 POLICE DEPARTMENT AB109						
TOTAL REVENUES	215,864	228,877	(13,013)	6%		
TOTAL EXPENSES	-	(11,171)	(11,171)	-		
TOTAL EXPENSES	-	11,171	11,171	-		



	FY 2015-2016 AMENDED BUDGET	FY 2015-2016 ACTUAL A/O 06/30/2016	VARIANCE TO BUDGET AMOUNT	VARIANCE TO BUDGET PERCENTAGE	REASON FOR VARIANCE EXPLANATION
20 STP	(5,047)	(5,706)	(659)	13%	
TOTAL REVENUES	(5,047)	(5,706)	(659)	13%	
TOTAL EXPENSES	-	-	-		
21 GAS TAX	(1,458)	5,498	6,956	-477%	HIGHER ENGINEERING COSTS
TOTAL REVENUES	(240,469)	(240,985)	(516)	0%	
TOTAL EXPENSES	239,011	246,493	7,472	3%	
22 TDA	166,783	(283,882)	(450,666)	-270%	
TOTAL REVENUES	(278,217)	(340,607)	(62,391)	22%	
TOTAL EXPENSES	445,000	56,725	(388,275)	-87%	
23 STORM DRAIN	19,201	(18,097)	(37,298)	-194%	
TOTAL REVENUES	(1,799)	(18,097)	(16,298)	906%	
TOTAL EXPENSES	21,000	-	(21,000)	-100%	
26 MEASURE R	157,619	(1,317,364)	(1,474,984)	-936%	
TOTAL REVENUES	(6,870,128)	(7,085,874)	(218,746)	3%	
TOTAL EXPENSES	7,027,747	5,771,510	(1,256,237)	-18%	
30 PARK DEVELOPMENT	(45)	(2,252)	(2,207)	4917%	
TOTAL REVENUES	(45)	(2,252)	(2,207)	4917%	
TOTAL EXPENSES	-	-	-		
31 PARK IMPROVEMENTS	66,997	524,746	457,749	683%	
TOTAL REVENUES	(1,301,779)	(226,952)	1,074,827	-83%	
TOTAL EXPENSES	1,368,776	751,697	(617,079)	-45%	
35 MAINTENANCE DISTRICTS	(367)	(3,030)	(2,663)	727%	
TOTAL REVENUES	(60,570)	(61,390)	(819)	1%	
TOTAL EXPENSES	60,204	58,360	(1,844)	-3%	
39 CHURCH MUSEUM	(37)	(546)	(509)	1374%	
TOTAL REVENUES	(37)	(546)	(509)	1374%	
TOTAL EXPENSES	-	-	-		
40 CDBG PROGRAM INCOME	(2,618)	262,087	264,705	-10112%	
TOTAL REVENUES	(127,618)	(22,888)	104,730	-82%	
TOTAL EXPENSES	125,000	284,975	159,975	128%	
41 HOME PROGRAM INCOME	-	(12,000)	(12,000)	-	
TOTAL REVENUES	-	(12,000)	(12,000)	-	
TOTAL EXPENSES	-	-	-		
42 CALHOME PROGRAM INCOME	(120)	(22,957)	(22,838)	19079%	
TOTAL REVENUES	(120)	(22,957)	(22,838)	19079%	
TOTAL EXPENSES	-	-	-		
71 FIRE DEVELOPER FEES	(2,944)	(36,946)	(34,002)	1155%	
TOTAL REVENUES	(2,944)	(40,574)	(37,630)	1278%	
TOTAL EXPENSES	-	3,628	3,628		
81 POLICE DEVELOPER FEES	16,342	(10,813)	(27,155)	-166%	NEW OFFICE FOR FIRE CHIEF



FY 2015-2016
AMENDED BUDGET

FY 2015-2016
ACTUAL A/O 06/30/2016

VARIANCE TO BUDGET
AMOUNT

VARIANCE TO BUDGET
PERCENTAGE

REASON FOR VARIANCE
EXPLANATION

TOTAL REVENUES (2,976) (37,367) (34,391) 1156%

TOTAL EXPENSES 19,318 26,554 7,236 37%

82 STATE ASSET FORFEITURE (20) (22) (3) 13%

TOTAL REVENUES (20) (22) (3) 13%

TOTAL EXPENSES 5,125 - (5,125) -100%

83 LIVE SCAN - 511 511 -

TOTAL REVENUES - (2,368) (2,368) -

TOTAL EXPENSES 2,879 2,879 -

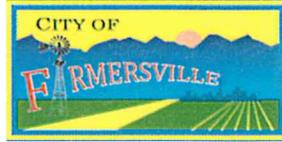
TOTAL REVENUES (21,476,993) (15,300,714) 6,176,279 -29%

TOTAL EXPENDITURES 21,399,791 13,686,583 (7,653,208) -36%

REVENUE (OVER) OR UNDER (137,201) (1,614,131) (1,476,929) 1076%

TECHNOLOGY AND WEAPONS EXPENSES

9.5



City Council

Staff Report

TO: Honorable Mayor and City Council

FROM: Steve Huntley, Finance Director
John Jansons, City Manager

DATE: September 26, 2016

SUBJECT: FY 2017 Budget Amendment

RECOMMENDED ACTION:

It is respectfully recommended that the City Council consider the proposed budget amendment for FY 2017 and take action through Resolution 2016-040. The reason for a proposed budget change at this early point in the year is due to several factors that will be detailed in the next section.

BACKGROUND and DISCUSSION:

Each year the City Council is presented with a mid-year update on the current fiscal year budget status and, when needed, a proposed resolution to make necessary adjustments to the current year's approved spending plan. However, in situations where there are significant changes that could not have been anticipated at the formation of the budget, it is appropriate and needed to make an amendment to the budget to better align our spending with the new circumstances. Staff anticipates still going through the mid-year review and potentially making another budget amendment at that time.

Updates are needed now for personnel expenses and equipment purchases in two departments. The following changes were identified as follows:

Police Department:

The Police Department has requested that they start working now to make vehicle purchases originally planned through the Police Vehicle Purchase Plan approved by City Council to be made in next fiscal year. The reason for this change is because 1) a long lead time exists before the vehicles would actually be in service, 2) the level of repairs and maintenance needed on their older vehicles is still increasing and acquiring new vehicles sooner could offset this cost, and 3) The portion of the expense incurred this year is potentially minimal (dependent upon the actual date of acquisition) that would ideally offset large expenses incurred for the same period due to high repair costs on older vehicles not under warranty.

The change would create more cost to the General Fund and is estimated at roughly \$11,000 depending on the rate, term, and timing of the financing from the yet-to-be-determined source. The total cost of the three requested vehicles is \$131,436.09 (before finance charges) which is slightly less than estimates made in the original vehicle purchase plan adopted by City Council. Financing the vehicles would allow the City to spread the cost out over the years and maintain a higher level of cash reserves needed at this time. This is a historic time to finance vehicles and projects due to the current extended low interest rate environment and the common-place of loans with no pre-payment penalties.

Fire Department:

The Fire Department has a handful of changes to be made. First and foremost is the awarding of the SAFER grant to fund the Fire Chief and Fire Lieutenant positions for the remainder of the year. At the direction of the City Manager, the adopted Period of Performance for the SAFER grant will start on January 1, 2017 (and end December 31, 2019) which means that approximately \$122,415 of additional revenue will be credited to the General Fund to cover the costs associated with these two positions this year (with the balance for following years).

As you are aware, the State Homeland Security Grant, as requested by the Fire Department earlier this year, was not fully funded and so a significant change is being requested as a result. Modifying the grant amount from \$19,000 to \$6,800 to reflect the partial funding that was allowed for new Thermal Imaging Camera (TIC) makes our budget more accurate. The remaining balance of \$12,200 will be shifted to the Fire Development Impact Fund for one-time equipment purchases consisting of:

1. Two VHF Mobile Radios (estimated at \$7,000.00),
2. Five AC Hotstick Voltage Detectors (estimated at \$1,600.00), and
3. One K-12 Fire Rescue Saw & Blades (estimated at \$3,600.00).

In addition to charging the equipment purchases to the Fire Development Impact Fund the Fire Department also requested to make one-time equipment purchases of \$15,900 consisting of:

1. Enclose T83 Apparatus Bay (estimated at \$12,000)
2. One 6 Pk. Gear Grid Turnout Rack (estimated at \$1,700.00),
3. Install Emergency Power Box in App. Bay (estimated at \$1,600.00), and
4. Replace unsafe ductwork in App. Bay (estimated at \$600.00).

These purchases by the Fire Department likely qualify for expending Fire Development Impact Funds according to Title 4 of the Farmersville Municipal Code. The Development Impact Fee Fund currently has a balance to support these expenses.

Currently, there are no urgent changes to the budget needed at this time for any other departments.

COORDINATION & REVIEW:

The Budget Amendment updates have been verified by Finance staff with the Fire Department, Police Department, Public Works, and the City Manager. This is part of the ongoing coordination with all departments regarding budgeting and fiscal planning throughout the budget year and in support of this report.

FISCAL IMPACT:

A net decrease to the General Fund :

Decrease in Expense: \$1,200 (\$11,000 increase & \$12,200 decrease)

Increase in Revenue: \$122,415

Net Change: \$123,615 decrease to the General Fund budget.

This change will reduce the budgeted deficit of the General Fund from \$295,141 to \$171,526. Although this is still not ideal, there have been some savings thus far this year, most evidently in salary savings thus far through open positions in the Police and Administration Departments. This savings is estimated at nearly \$80,000 toward the General Fund deficit.

In addition, the Fire Development Fee Fund has a balance of \$116,542.39 as of 6/30/2016 and can support this increased budget request.

CONCLUSION:

It is respectfully recommended that the City Council approve the Budget Amendment as stated through Resolution 2016-040.

Attachment(s): 3.

- 1) **Resolution 2016-040 A RESOLUTION OF THE COUNCIL OF THE CITY OF FARMERSVILLE APPROVING AND ADOPTING A BUDGET AMENDMENT FOR FISCAL YEAR 2016/2017.**
- 2) **Memorandum from the Fire Department**
- 3) **Memorandum from the Police Department**
- 4) **Amended Budget Journal**

Prepared and Submitted By:



Steve Huntley, Finance Director

Approved By:



John Jansons, City Manager

RESOLUTION 2016-040

**A RESOLUTION OF THE COUNCIL OF THE CITY OF FARMERSVILLE
APPROVING AND ADOPTING A BUDGET AMENDMENT FOR FISCAL YEAR 2016/2017.**

WHEREAS, the final adopted budget for FY 2016/2017 was approved by the City Council on June 13, 2016 by Resolution 2016-023; and

WHEREAS, on July 15, 2016 the City of Farmersville was awarded the FY 2015 SAFER grant, dramatically changing the General Fund budget for the remainder of the Fiscal Year; and

WHEREAS, other timely and appropriate changes to the FY 2016/2017 budget were needed; and

WHEREAS, the City Council has considered the recommended amendments to the budget;

NOW, THEREFORE, BE IT RESOLVED, the Farmersville City Council hereby resolves that the FY 2016/2017 Budget amendments, as attached hereto as the supporting staff report, including schedule of changes regarding the revenues and expenditures for all City functions are hereby approved and adopted effective September 26th, 2016.

The foregoing resolution was adopted upon motion of Council Member
Council Member seconded the motion at a regular meeting of the City Council held on the 26th day of September, 2016, by the following roll call vote:

AYES:

NOES:

ABSTAIN:

ABSENT:

Paul Boyer, Mayor

WITNESS my hand and seal this 26th day of September, 2016.

John Jansons, City Clerk Pro Tem

FARMERSVILLE POLICE DEPARTMENT

DATE: 09/20/2016
TO: STEVE HUNTLEY, FINANCE DIRECTOR
FROM: CHIEF MARIO KRSTIC
RE: FY 16/17 BUDGET AMENDMENT

As you are aware, the Farmersville Police Department has been challenged with growing repair and maintenance costs on our fleet of marked police units. This is in large part due to the age of the units with some of them having been in service as long as 15 years. Taking into consideration the amount of spending on repair and maintenance in the previous budget cycle staff feels that the only way to reduce these costs significantly is to advance the next purchase designated in the Council approved vehicle purchase plan prior to the close of this fiscal year.

Initially, the vehicle purchase plan allowed for the purchase of the next three patrol units in FY 2018. However, staff now seeks to make this purchase via a lease purchase plan this year of the following vehicles:

• 2017 Dodge Charger – Black K-9 Unit	\$45,083.65
• 2017 Dodge Charger – Black Patrol Unit	\$43,176.22
• 2017 Dodge Charger – Black Patrol Unit	\$43,176.22
TOTAL:	\$131,436.09

Since the estimated delivery time is 120 to 150 days from now and there would likely be another 30 to 60 days of up fit work needed after that, the first payment for this purchase would take place close to the end of the this fiscal year. This means that the first payment(s) would be due somewhere around the last quarter of Fiscal Year 2017.

This change would require a budget amendment of approximately \$11,000 to cover the first payment(s) payable from the General Fund.

Please see the attached quote for the detailed information regarding this purchase.



QUOTE
CITY OF FARMERSVILLE
2017 DODGE CHARGER POLICE CAR
BLACK / WHITE K-9 PATROL
8-30-2016

INCLUDES OPTIONS
29A DODGE CHARGER POLICE PKG
5.7 LITER V-8
HD CLOTH BUCKET SEATS W/CLOTH REAR
FULL SIZE SPAIR
8 KEYS / REMOTES
BLACK LEFT SPOT LIGHT
MATCHING RIGHT SPOT LIGHT
LED SPOT LAMPS
BLACK VINYL FLOOR COVERING
DEACTIVATE REAR DOORS/WINDOWS (CW6)
KEY ALIKE (FREQ 1)
POWER SEAT
POWER HEATED MIRRORS FOLD AWAY
REAR BACK UP SENSORS AND CAMERA
BLUETOOTH (STANDARD FOR 2015)
BLACK AND WHITE PAINT

SELLING PRICE	26,603.00
OPTIONS NEEDED AND NOT NEEDED	
UPFIT PER SPEC K-9	12,337.00
SUB TOTAL	38,940.00
SALES TAX 8.5%	3,309.90
MAX CARE SERVICE CONTRACT	2,525.00
5YR/100,000 MILE-0 DED	
CA TIRE TAX	8.75
DELIVER TO LEHR	300.00
TOTAL FOR EACH CAR	45,083.65

1221 S. Auto Center Dr. - Anaheim, CA 92806
Phone: 1 (714) 635-2340 Fax: 1 (714) 533-1553



NOTES;

- 1 NEW WARRANTY FOR THE 2016 MODELS ARE
3YR/36,000 ON THE CAR
5YR/100,000 ON THE POWER TRAIN**

- 2 DELIVERY TIME IS 120-150 DAYS ARO**

McPeek's Dodge of Anaheim
1221 AUTO CENTER DR
ANAHEIM, CA 9280
714-254-2613 OFC
714-254-2614 FAX
714-264-1867 CELL
KEVINB@MCPEEKDODGE.COM

1221 S. Auto Center Dr. - Anaheim, CA 92806
Phone: 1 (714) 635-2340 Fax: 1 (714) 533-1553



QUOTE
 CITY OF FARMERSVILLE
 2017 DODGE CHARGER POLICE CAR
 BLACK / WHITE PATROL
 8-30-2016

INCLUDES OPTIONS
 29A DODGE CHARGER POLICE PKG
 5.7 LITER V-8
 HD CLOTH BUCKET SEATS W/CLOTH REAR
 FULL SIZE SPAIR
 8 KEYS / REMOTES
 BLACK LEFT SPOT LIGHT
 MATCHING RIGHT SPOT LIGHT
 LED SPOT LAMPS
 BLACK VINYL FLOOR COVERING
 DEACTIVATE REAR DOORS/WINDOWS (CW6)
 KEY ALIKE (FREQ 1)
 POWER SEAT
 POWER HEATED MIRRORS FOLD AWAY
 REAR BACK UP SENSORS AND CAMERA
 BLUETOOTH (STANDARD FOR 2015)
 BLACK AND WHITE PAINT

SELLING PRICE	26,603.00
OPTIONS NEEDED AND NOT NEEDED	
UPFIT PER SPEC	10,579.00
SUB TOTAL	37,182.00
SALES TAX 8.5%	3,160.47
MAX CARE SERVICE CONTRACT	2,525.00
5YR/100,000 MILE-0 DED	
CA TIRE TAX	8.75
DELIVER TO LEHR	300.00
TOTAL FOR EACH CAR	43,176.22

SEE NEXT PAGE FOR UNIT TOTALS

1221 S. Auto Center Dr. - Anaheim, CA 92806

Phone: 1 (714) 635-2340 Fax: 1 (714) 533-1553



2016 DODGE CHARGER 29A POLICE PKG W/UPFIT

43,176.22 X 2 UNITS = 86,352.44

NOTES;

- 1 NEW WARRANTY FOR THE 2016 MODELS ARE
3YR/36,000 ON THE CAR
5YR/100,000 ON THE POWER TRAIN**

- 2 DELIVERY TIME IS 120-150 DAYS ARO**

McPeek's Dodge of Anaheim
1221 AUTO CENTER DR
ANAHEIM, CA 9280
714-254-2613 OFC
714-254-2614 FAX
714-264-1867 CELL
KEVINB@MCPEEKDODGE.COM

1221 S. Auto Center Dr. - Anaheim, CA 92806
Phone: 1 (714) 635-2340 Fax: 1 (714) 533-1553



Farmersville Fire Department

MEMORANDUM

To: John Jansons, City Mgr.
From: John Crivello, Fire Chief
Subject: FY 16/17 Budget Amendments
Date: September 12, 2016

Per our previous discussion I respectfully request and recommend the following:

The State Homeland Security Grant was only partially funded for a new Thermal Imaging Camera (TIC) I wish to purchase the remaining items with DIF Funds. This purchase would complete a 3 year project to replace and standardize all FD radios with the same technology that meets the FCC narrow banding mandate and P-25 compliance. The voltage detectors will greatly improve firefighter safety around downed wires and the K-12 rescue saw will standardize the apparatus' capabilities for cutting metal, concrete masonry and wood. This equipment is consistent with the capabilities identified as being deficient in the FFD 2008 community risk reduction plan and builds upon previous grant requests that have expanded the departments rescue capability. The use of development impact fees seems appropriate as the above are being assigned to "new" vehicles and increase capability over those when the nexus study was completed.

2-	VHF Mobile Radios	\$7000.00
5-	AC Hotstick Voltage Detectors	\$1600.00
1-	K-12 Fire Rescue Saw & Blades	\$3600.00
Equipment Sub Total		\$12,200.00

Facility projects from the DIF account have included: Constructing the Crew Quarters in 2009 for expansion to 24 hour service. Modification of the P83 apparatus bay and doors for the new Fire Patrol Unit in 2014 was required to accommodate the larger vehicle. The other two bays have the ability to open the doors during a power outage. The DIF funded new patrol is a first out unit and needs the same capability. Constructing the new Fire Chiefs Office in 2016 was recently accomplished which has improved FD operations. The turnout rack is needed for the expansion of personnel and would complete our transition to metal racks and shelving for PPE, hose, air and oxygen cylinders etc. The swamp cooler in the apparatus bay serves two very important functions cooling the garage and ventilating the space to remove harmful diesel exhaust and particulates. The current duct work is corroded and held in place with wire in an unsafe manner.

The 1990 Aerial Ladder Truck the city purchased used in 2010 has resided under an open air carport in the rear of the Civic Center. While the canopy protects from the elements somewhat (from the top only) the effects of sun, weather, dust and insects are continually taking a toll on the vehicle and equipment. While the truck is 26 years old and due for replacement in accordance with NFPA standards, the prospect of having full funding to replace the unit does not appear readily available. Therefore, the goal is to protect the city's investment in a serviceable condition for as long as possible. In addition, the Insurance Services Office (ISO) requires that all fire apparatus are "housed in an enclosed structure" The proposed use of DIF funds would be to frame walls and cover with siding on the open side and rear. The project will also include concrete work to level out the surface and eliminate the trip and fall hazard in the bay, which also serves an emergency exit path from the council chambers.

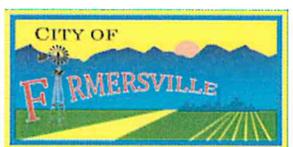
Enclose T83 Apparatus Bay (Labor/Mat'l)	\$12,000.00
Purchase 6 Pk. Gear Grid Turnout Rack	\$1700.00
Install Emergency Power Box in App. Bay	\$1600.00
Replace unsafe ductwork in App. Bay	\$ 600.00
Facility Sub Total	\$15,900.00
FD 420 Development Impact Fee Total	\$28,100.00



CITY OF FARMERSVILLE
 FISCAL YEAR 2016 BUDGET AMENDMENT JOURNAL
 REVISED AS OF 8-31-2016

	FY 2016-2017 BUDGET	FY 2016-2017 ACTUAL A/O 8/31/2016	FY 2016-2017 PROPOSED BUDGET	AMOUNT CHANGED	DESCRIPTION
01 GENERAL FUND					
411 POLICE					
01 -411-100 -5514 -			11,000	11,000	Add budget for purchase of 3 police vehicles through financing
420 FIRE DEPARTMENT					
01 -420-100 -4082 - SAFER			(122,415)	(122,415)	Add budget for new revenue source awarded
01 -420-100 -4081 - 16HSP	19,000	-	6,800	(12,200)	Shift budget from OES grant to Developer Fees
01 -420-100 -5503 - 16HSP	(19,000)	-	(6,800)	12,200	Shift budget from OES grant to Developer Fees
71 FIRE DEVELOPMENT FUND					
420 FIRE DEPARTMENT			28,100	28,100	Shift budget from OES grant to Developer Fees and add new expense
71 -420-100 -5205 -				(83,315)	

9.6



City Council

Staff Report

TO: Honorable Mayor and City Council

FROM: John Jansons, City Manager *[Signature]*

DATE: September 26, 2016

SUBJECT: Resolution 2016-043: Consideration of support for appointment of Mr. Craig Vejvoda, Councilmember of the City of Tulare to the Governing Board of the San Joaquin Valley Air Pollution Control District.

RECOMMENDED ACTION:

It is respectfully recommended that the City Council adopt draft Resolution 2016-043 approving the appointment of Mr. Craig Vejvoda, Councilmember of the City of Tulare to the Governing Board of the San Joaquin Valley Air Pollution Control District representing a city in Tulare County.

BACKGROUND and DISCUSSION:

Health and Safety Code Section 40600.5 created a Special City Selection Committee for the appointment of city members of the San Joaquin Valley Air Pollution Control District (District) Governing Board. The Special City selection Committee has adopted procedures and a rotation schedule for making the reappointments, and based upon the adopted rotation schedule a city council member representing a city with a population less the 100,000 from Tulare County shall be appointed to the District Governing Board. In selecting a nominee for appointment by the Special City Selection Committee to the District Governing Board, the City Council considered the application materials from the eligible candidates and a vote to select a nominee needs to take place as an item on the publicly noticed agenda and be discussed during the normal City Council meeting with the opportunity for public comment.

COORDINATION and REVIEW:

The recommended action is supported by the SJVAPCD and the Tulare County Council of Cities.

FISCAL IMPACT: None

CONCLUSION: It is respectfully recommended that the City Council adopt Resolution 2016-043 approving the appointment of Mr. Craig Vejvoda, to the Governing Board of the SJVAPCD.

ATTACHMENT: 1 - draft Resolution 2016-043

Recommended By:

[Signature]

John Jansons, City Manager

DRAFT

RESOLUTION 2016-043

CITY OF FARMERSVILLE, CALIFORNIA

A RESOLUTION OF THE CITY COUNCIL OF THE CITY OF FARMERSVILLE, CALIFORNIA NOMINATING MR. CRAIG VEJVODA AS A CITY REPRESENTATIVE ON THE GOVERNING BOARD OF THE SAN JOAQUIN VALLEY AIR POLLUTION CONTROL DISTRICT.

WHEREAS, Health and Safety Code Section 40600.5 created a Special City Selection Committee for the appointment of city members of the San Joaquin Valley Air Pollution Control District (District) Governing Board, and

WHEREAS, the Special City selection Committee has adopted procedures and a rotation schedule for making the reappointments, and based upon the adopted rotation schedule a city council member representing a city with a population less the 100,000 from Tulare County shall be appointed to the District Governing Board, and

WHEREAS, in selecting a nominee for appointment by the Special City Selection Committee to the District Governing Board, the City Council considered the application materials from the eligible candidates, and

WHEREAS, the vote to select a nominee took place as an item on the publicly noticed agenda and was discussed during the normal City Council meeting with the opportunity for public comment,

NOW, THEREFORE, BE IT RESOLVED that he City of Farmersville, nominates Tulare City Councilmember Craig Vejvoda to the Special City Selection Committee for appointment to the District Governing Board.

Approved and Adopted September 26, 2016 by the City Council of the City of Farmersville, California by the following motion of _____, with a Second by _____ by the following vote:

AYES:
NOES
ABSTAIN:
ABSENT:

BY: _____
Paul Boyer, Mayor

ATTEST:

Acting City Clerk

9.7



City Council

Staff Report

TO: Honorable Mayor and City Council

FROM: John Jansons, City Manager 

DATE: September 26, 2016

SUBJECT: Resolution 2016-044: Consideration of City Council Representative(s) to the Rural Communities Committee of the Greater Kaweah Groundwater Sustainability Agency.

RECOMMENDED ACTION:

It is respectfully recommended that the City Council adopt draft Resolution 2016-044 naming a City Council member as the City's Representative, and Alternate, to the Rural Communities Committee of the Greater Kaweah Groundwater Sustainability Agency and an Alternate.

BACKGROUND and DISCUSSION:

The Rural Communities Committee's primary goal will be to represent and protect domestic public water system interests within the Greater Kaweah Groundwater Sustainability Agency (GSA).

The Rural Communities Committee, in its current form, will consist of seven member agencies:

1. Ivanhoe PUD
2. Lemon Cove SD
3. Patterson Tract CSD
4. Tract 92 CSD
5. City of Exeter
6. City of Farmersville
7. City of Woodlake

Additional rural communities that meet the requirements in the Joint Powers Authority (JPA) may join by submitting an application to the GSA Board.

Each member agency of the Rural Communities Committee will have one member seat and one alternate seat on the Committee. Each agency is responsible for selecting their Rural Communities Committee member seat and alternate seat at their own board/council meetings. Each member seat on the Rural Communities Committee must be filled by an elected official that is current serving on that member agency's board/council. Each alternate seat on the Rural

Communities Committee may be filled by an agency staff member or by an elected official from that agency's board/council. Individuals who wish to serve as the Rural Communities Committee GSA representative or GSA alternate must submit an application outlining their qualifications, Form 700, and other relevant information

The Rural Communities Committee will select a GSA Board Member (by majority vote) from the applications that are receive. The Rural Communities Committee will also select a GSA Board Member alternate (by majority vote) from the applications that are received. The Rural Communities Committee GSA Board Member must be an elected City representative who holds a member seat on the Rural Communities Committee. The alternate Rural Communities Committee GSA Board Member may be any elected official who holds a member seat on the Rural Communities Committee. The Rural Communities Committee GSA Board Member and GSA Board Member alternate must receive final approval from the GSA Board.

The Rural Communities Committee will create by-laws that outline the specific duties and roles of the committee. The by-laws will indicate when the Rural Communities Committee GSA representative must take an official action on behalf of the Rural Communities Committee at the GSA Board meetings. The by-laws will include a requirement for the Committee to take action on certain pending GSA agenda items (such as those with financial implications) prior to the GSA taking action. The Committee's GSA Board representative will be bound to follow that vote. The by-laws will include a stipulation that the GSA Board Member cannot miss more than a specifically determined number of GSA Board meetings before they are removed

COORDINATION and REVIEW:

The recommended action is supported by the members of the Rural Communities Committee.

FISCAL IMPACT:

None

CONCLUSION:

It is respectfully recommended that the City Council adopt draft Resolution 2016-044 naming a City Council member as the City's Representative, and Alternate, to the Rural Communities Committee of the Greater Kaweah Groundwater Sustainability Agency.

ATTACHMENT: 1 - draft Resolution 2016-044

Recommended By:



John Jansons, City Manager

BEFORE THE CITY COUNCIL
OF THE CITY OF FARMERSVILLE
COUNTY OF TULARE
STATE OF CALIFORNIA

In the matter of:

APPROVAL OF APPOINTMENTS)
TO THE RURAL COMMUNITIES COMMITTEE)

Resolution No. 2016-044

WHEREAS, the City of Farmersville is a member of the Rural Communities Committee, which was established by the Greater Kaweah Groundwater Sustainability Agency; and

WHEREAS, the City Council of the City of Farmersville must appoint a member and an alternate committee member to the Rural Communities Committee; and

WHEREAS, members are typically appointed to a four-year term with this particular appointment lasting a two-year term; and

WHEREAS, the person appointed by the City Council to be a Rural Communities Committee member must be a member of the Farmersville City Council; and

WHEREAS, the person appointed by the City Council to be a Rural Communities Committee alternate member may be a member of the Farmersville City Council or an employee of the City of Farmersville; and

NOW, THEREFORE, THE CITY OF FARMERSVILLE DOES RESOLVE to approve the following appointments as the representatives for the Rural Communities Committee:

Rural Communities Committee

Member –

Alternate Member –

The foregoing resolution was adopted upon a motion of Councilmember _____, and seconded by Councilmember _____, and carried by the following vote at the City Council meeting held on September 26, 2016.

AYES:

NOES:

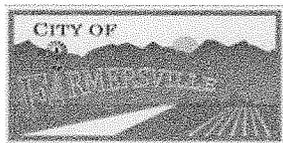
ABSTAIN:

ABSENT:

Paul Boyer, Mayor

ATTEST:

Acting City Clerk



City Council

Staff Report

TO: Honorable Mayor and City Council

FROM: Lisa Wallis-Dutra, City Engineer - Quad Knopf Inc.
Tom McCurdy, Project Manager - Quad Knopf Inc.

THROUGH: John Jansons, City Manager *[Signature]*

DATE: September 26, 2016

RE: Proposal for Work Assignment for Construction Management, Construction Staking and Field Testing for the Visalia Road Improvement Project.

RECOMMENDED ACTION:

It is respectfully recommended that the City Council hear a presentation by Quad Knopf and consider award of work assignment (Task Order) for the Visalia Road Project for Construction management, construction staking and field testing in the amount of \$580,327 and authorize the City Manager to execute task assignment to Quad Knopf.

BACKGROUND and DISCUSSION:

The Visalia Road Improvements Phases 1 and 2 have been bid in a single package and have been awarded as one project to the City by the Tulare County Association of Governments, (TCAG). This project will fully improve Visalia Road, one of Farmersville's main east-west thoroughfares from the western city limits to the city limits.

The project consists of various improvements for the reconstruction, resurfacing, and widening of Visalia Road for the entire City limits (refer to Bid documents). Phase 1 includes improvements east of Farmersville Boulevard and Phase 2 consists of improvements west of Farmersville Boulevard.

The task order assumes that the project will progress continuously from Phase 1 construction and completion, and then into Phase 2 construction and completion, with no pause between phases. This assumption means that the Phase 1 closeout will be reduced to record drawing production, while a complete project closeout would occur at the end of Phase 2. Similarly, there would be no Phase 2 start-up. In addition, it is assumed that some of the Contractor's work in Phase 2 will be

concurrent with the construction work in Phase 1 such as utility coordination to support the SCE pole relocations and SCE's construction staking requirements.

Attached is the proposal for Construction Management services, construction staking and construction testing. The proposal is based on a fixed fee to identify total cost which includes construction staking and construction testing per the scope of work.

Below is an outline of costs. The estimated amounts shown in the left column were from a budget meeting with TCAG on 10-13-15:

<u>Description</u>	<u>Estimate</u>	<u>Updated</u>
Construction	\$4,200,000	\$3,346,588
Contingency		\$334,659
Construction Staking		\$130,380
Construction Testing		\$47,438
<u>Subtotal construction costs</u>		<u>\$3,859,074</u>
PS&E	\$258,790	\$258,790
Right of Way Agent/Appraisal	\$150,000	\$150,000
Right of Way	\$455,000	\$455,000
Construction Management	\$504,000	\$402,500
City Administration/Management	\$50,000	\$50,000
Total Estimated Cost	\$5,617,790	\$5,175,364

Note: Construction staking and testing are normally a part of construction.

This project consists of various improvements for the reconstruction, resurfacing, and widening of Visalia Road for the entire City limits (refer to Bid documents). Phase 1 includes improvements east of Farmersville Boulevard and Phase 2 consists of improvements west of Farmersville Boulevard. This task order assumes that the project will progress continuously from Phase 1 construction and completion, and then into Phase 2 construction and completion, with no pause between phases. This assumption means that the Phase 1 closeout will be reduced to record drawing production, while a complete project closeout would occur at the end of Phase 2. Similarly, there would be no Phase 2 start-up.

In addition, it is assumed that some of the Contractor's work in Phase 2 will be concurrent with the construction work in Phase 1 such as utility coordination to support the SCE pole relocations and SCE's construction staking requirements.

COORDINATION & REVIEW:

The recommended action has been coordinated with the Dept. of Public Works, the Finance Department, TCAG and the City Engineer-Quad Knopf.

FISCAL IMPACT:

The proposed work is fully funded through TCAG Measure R road improvement funds programmed for the City of Farmersville in a Fixed Fee amount of \$580,327.

CONCLUSION:

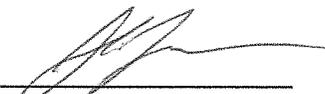
It is respectfully recommended that the City Council hear a presentation by Quad Knopf and consider award of work assignment (Task Order) for the Visalia Road Project for Construction management, construction staking and field testing in the amount of \$580,327 and authorize the City Manager to execute task assignment to Quad Knopf.

ATTACHMENT(S): 3

Submitted By

City Engineer
QK, Inc.

Reviewed By:



John Jansons
City Manager

**CITY OF FARMERSVILLE
WORK AUTHORIZATION AND TASK ORDER
ON-CALL ENGINEERING SERVICES**

Job No. _____

Project #:	Phase #:	Task #:
Project Title: Visalia Road Improvements: Phases 1 & 2 - Construction Management and Administration Services		
Project Description: Construction management, administration services, construction staking, and construction materials testing for the Visalia Road Improvement Project, Phases 1 and 2, Farmersville, California.		
Scope of Work: Provide construction management and field observation services, administration services, utility coordination services, construction staking, and construction materials testing for the Visalia Road Improvement Project, Phases 1 and 2 as described in the attached proposal dated September 21, 2016.		
Period of Performance: Project work, per the attached proposal dated September 21, 2016, to begin upon receipt of Notice to Proceed and completed prior to February 29, 2018.		
Budget: Fixed fee of \$580,327.00.		
Special Terms and Conditions: All of the terms and conditions of the Engineering Services Agreement between the City of Farmersville and Quad Knopf dated May 11, 2015 are incorporated by reference as if fully set forth herein.		
Invoicing Requirements:		
<ul style="list-style-type: none"> ▪ Payment Terms: ▪ Contract Type: ▪ Invoice Frequency: Monthly 	<p style="text-align: right;">Net 30 Days</p> <p style="text-align: right;"><input type="checkbox"/> Time & Materials \$ _____</p> <p style="text-align: right;"><input checked="" type="checkbox"/> Fixed Fee <u>\$580,327.00</u></p>	
QK, Inc.		City of Farmersville
By: _____ Signature	By: _____ Signature	
Name: <u>Janel Freeman</u>	Name: <u>John Jansons</u>	
Title: <u>Chief Financial Officer</u>	Title: <u>City Manager</u>	
Date: _____	Date: _____	



September 21, 2016

Mr. John Jansons
City of Farmersville
909 W. Visalia Road
Farmersville, California 93223

**Subject: Proposed Task Order: Construction Management Services –
Visalia Road Improvements: Phases 1 & 2**

Dear Mr. Jansons:

The Visalia Road Improvements Phases 1 and 2 have been bid in a single package and have been awarded as one project by the City. In accordance with your request, QK is pleased to provide this proposed scope and fee task order to provide Owner's Representative - Construction Management Services as an extension of our existing City Engineering Services contract.

PROJECT UNDERSTANDING

This project consists of various improvements for the reconstruction, resurfacing, and widening of Visalia Road for the entire City limits (refer to Bid documents). Phase 1 includes improvements east of Farmersville Boulevard and Phase 2 consists of improvements west of Farmersville Boulevard. This task order assumes that the project will progress continuously from Phase 1 construction and completion, and then into Phase 2 construction and completion, with no pause between phases. This assumption means that the Phase 1 closeout will be reduced to record drawing production, while a complete project closeout would occur at the end of Phase 2. Similarly, there would be no Phase 2 start-up.

In addition, it is assumed that some of the Contractor's work in Phase 2 will be concurrent with the construction work in Phase 1 such as utility coordination to support the SCE pole relocations and SCE's construction staking requirements.

PROJECT TEAM

- ◆ **Tom McCurdy, PWLF – Overall Project Manager, Primary Point of Contact.** Mr. McCurdy will serve as the City's direct contact and Overall Project Manager, including project team and task coordination, schedule and budget management, and project contract oversight for the City.
- ◆ **Greg Thompson, P.E. – Senior Construction Manager/Professional Civil Engineer.** Mr. Thompson will serve as the Project Senior Construction Manager/ Resident Engineer and will oversee and manage the Construction Engineering and Construction Management Services, including development of project strategies, scope evaluation, project construction oversight, construction management, and contract administration.

- ◆ **Matthew Hamilton, P.E. – Design Engineer.** Mr. Hamilton will continue his role as Design Engineer, performing monthly field reviews, submittal reviews, and responding to Contractor's RFIs during construction.
- ◆ **Michael Hernandez, – Field Construction Observer.** Mr. Hernandez will assist and support the Construction Manager with on-site construction observation services, such as daily construction operations observations, daily reports, photo log documentation, labor compliance assistance, and preparation of the punch list.
- ◆ **Meredith Inglehart, – Utility Coordinator.** Ms. Inglehart will oversee and coordinate utility provider efforts to relocate their utilities and interface with the construction Contractor during the course of construction.

SCOPE OF WORK

The following tasks are included in the scope and fee of this task order:

- 1) **Pre-Construction Services:**
 - a) Review City's Quality Assurance Plan.
 - b) Review the Contractor's Quality Control Plan.
 - c) Review the Utility Coordination Plan.
 - d) Review the Storm Water Pollution Prevention Plan (SWPPP).
 - e) Review the Dust Control Plan (DCP).
 - f) Review the Contractor's Public and Worker Safety Plan.
 - g) Review the Contractor's schedule, staging plan, and traffic control plans.
 - h) Conduct preconstruction meetings with the Contractor, City, and SCE to coordinate the work.
 - i) Issue a Notice to Proceed to the Contractor upon completion of preconstruction work.
- 2) **Construction Project and Contract Management:**
 - a) Prepare daily/weekly/monthly progress reports.
 - b) Review and process project documents (Submittals and RFI's, etc).
 - c) Maintain photo log.
 - d) Review and distribute compaction testing reports.
 - e) Review, research, and negotiate Contractor Pay Requests and Change Orders.
 - f) Review and comment on the Contractor's construction schedule oversight.
 - g) Attend and chair regular construction progress and coordination meetings with the Contractor and City.
- 3) **Project Contract Management:** Review and process for the City of Farmersville, Contractor Pay Requests submittals; review and monitor Contractor's labor compliance reporting requirements.
- 4) **Field Observation Services:**
 - a) Provide daily field observation services.
 - b) Maintain Contractor's schedule oversight.
 - c) Coordinate general quality assurance, including geotechnical and concrete testing oversight and documentation.
 - d) Maintain redline as-built plan for deliverable.

Note: Field observation services are expected to be part-time, with some full-day observation needed periodically.

- 5) **Utility Coordination Services:** The project has significant coordination requirements during construction with Southern California Edison Company (SCE). QK's utility coordination staff will coordinate with SCE staff and the Contractor regarding the relocation work to ensure the work is well coordinated with the Contractor's proposed schedule. More specifically, QK will coordinate between SCE staff and the Contractor with the installation of the new SCE (marbelite) streetlights and heat-up; coordinate with SCE staff for scheduling of the new streetlight installations on existing wood poles, and conversion of the existing streetlight luminaires to LED bulbs, which is a responsibility of the City and their staff; coordinate on behalf of the City to work with SCE on any required documents and/or assistance needed throughout the construction phase of the project; and coordinate with SCE staff to keep pole relocations moving forward and coordinated with the Contractor's schedule for Phase 2. This task will be simultaneous with the construction of Phase 1.
- 6) **Construction and Contract Closeout:**
 - a) Oversee final punch list preparation – observation – completion.
 - b) Review and recommend payment on Contractor final payment request.
 - c) Process Contractor's retention release payment.
 - d) Issue Notice of Completion recommendation to the City of Farmersville.
 - e) Prepare final contract documents and as-built drawings for turnover to the City.
 - f) Update the City's GIS database with relevant project information.
- 7) **Construction Staking and Monumentation**

Provide one set of construction control staking and monumentation for the following items:

 - a) Survey control.
 - a) Right of way staking.
 - b) Storm drain including manholes, drop inlets, and drainage structures.
 - c) Curbs and gutters.
 - d) Drive approaches.
 - e) Median island and landscape irrigation sleeve staking.
 - f) Water system fire hydrants and water services.
 - g) Utility crossings.
 - h) Street light locations.
 - i) Bench mark perpetuation (replace bench marks after construction).
 - j) Monument perpetuation (replace survey monuments after construction).

Any re-staking or staking of items not specifically identified above will be invoiced as additional services on a time and materials basis per QK's current charge rate schedule.

8) **Construction Materials Testing and Laboratory Services**

Construction materials testing will be provided by Consolidated Testing Laboratory to ensure that the construction Contractor meets the minimum requirements for their work. Services included are as follows:

- a) Compaction testing for subgrade, base rock, trench backfill and asphalt paving.
- b) Concrete strength testing via compression testing.
- c) Laboratory testing for maximum density curves.
- d) Quality control testing for Class II aggregate base.
- e) Quality control testing for asphalt paving during placement.

SCOPE AND FEE SUMMARY

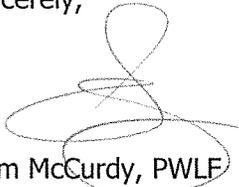
QK will provide the above-described construction and contract management and field observation services, and construction staking and observation and construction materials testing and laboratory services, for a **Total Fixed Fee of \$580,327** based on 5 days per week for the anticipated construction period of fifty-five (55) weeks or, two hundred and seventy-five (275) working days.

As stated above, the total cost breakdown includes \$402,500 for construction and contract management and field observation services (Tasks 1 through 6), \$130,389 for construction staking and monumentation (Task 7), and \$47,438 for construction materials testing and laboratory services (Task 8). It should be noted that costs for construction staking and construction testing (Tasks 7 and 8) while included in our proposed fees, are assumed to be portions of the construction costs.

Through effective communication and goal-oriented project management, we are confident that the QK Project Team is capable of exceeding the City's needs and expectations. If you have any questions regarding this task order, please contact Tom McCurdy at **(559) 733-0440 (office)**. As indicated herein, Tom McCurdy will serve as Overall Project Manager and will be the Primary Contact for the project and the City of Farmersville.

Please see the attached task order and fee schedule. With your approval and Notice to Proceed, please execute, scan, and return to me at your convenience.

Sincerely,



Tom McCurdy, PWLF
Public Works Manager



Ronald J. Wathen, P.E.
Executive Vice President

Attachments: QK 2016 Charge Rate Schedule



2016 Charge Rate Schedule

Technical Services	
Project Assistant	\$66 /hour
Project Administrator	\$88 /hour
Assistant CADD Technician/Designer /GIS Technician	\$83 /hour
Associate CADD Technician/Designer /GIS Technician	\$97 /hour
Senior Associate CADD Technician/Designer/ GIS Analyst	\$112 /hour
Senior CADD Technician/Designer /GIS Analyst	\$127 /hour
Professional Services	
Engineering	
Assistant Engineer	\$110 /hour
Associate Engineer	\$133 /hour
Senior Associate Engineer	\$156 /hour
Senior Engineer	\$180 /hour
Principal Engineer	\$199 /hour
Planning/Environmental/Landscape Architecture	
Assistant Planner/Environmental Scientist	\$77 /hour
Associate Planner/Environmental Scientist	\$97 /hour
Senior Associate Planner/Environmental Scientist	\$121 /hour
Senior Planner/Environmental Scientist/Landscape Architect	\$142 /hour
Principal Planner/Environmental Scientist	\$157 /hour
Senior Principal Planner/Environmental Scientist	\$187 /hour
Construction and Project Management	
Field Construction Observer	\$99 /hour
Associate Field Construction Observer	\$118 /hour
Senior Field Construction Observer	\$138 /hour
Assistant Construction Manager	\$110 /hour
Associate Construction Manager	\$129 /hour
Project Manager	\$133 /hour
Senior Associate Construction/Project Manager	\$148 /hour
Senior Construction/Project Manager	\$165 /hour
Principal Project Manager	\$180 /hour
Surveying	
Assistant Surveyor	\$97 /hour
Associate Surveyor	\$110 /hour
Senior Associate Surveyor	\$133 /hour
Senior Surveyor	\$156 /hour
One-Person Survey Crew	\$121 /hour
Two-Person Survey Crew	\$198 /hour
Three-Person Survey Crew	\$240 /hour

Fees are based on the median hourly pay rate for employees in each classification, plus indirect costs, overhead, and profit.

Expenses:

Plotting, In-house Printing and Reproduction, Equipment Rentals, Laboratory Analyses	1.15 x Cost
Transportation and per diem	1.15 x Cost
Mileage	\$0.63/mile
Off-road vehicles	\$50.00/day
Communication expenses (telephone, parcel post, etc.)	1.15 x Cost
Other Expenses - Including Subconsultants & Purchased Services through Subcontracts	1.15 x Cost

Rates are effective through December 31, 2016. If contract assignment extends beyond that date, a new rate schedule may be added to the contract. Litigation support will be billed at \$300 per hour. Rates based on "Prevailing Wage" (PW) for Construction Surveying will be determined by project and County per California law.

John Jansons

From: Tom McCurdy <Tom.McCurdy@qkinc.com>
Sent: Wednesday, September 21, 2016 6:14 PM
To: John Jansons
Cc: Ron Wathen; Lisa M. Wallis-Dutra; Michael D. Knopf
Subject: Visalia Road CM Proposal
Attachments: 2016 Fee Schedule.pdf; 2016-09-21 Proposal Phase 1.pdf

John,

Per your request, I am attaching the proposal for Construction Management services, construction staking and construction testing. The proposal is based on a fixed fee so that you know what the total costs are which include construction staking and construction testing per the scope described in the attached.

Below is an outline of costs. The estimated amounts shown in the left column were from our meeting with TCAG (10-13-15):

<u>Description</u>	<u>Estimate</u>	<u>Updated</u>
• Construction	\$4,200,000.	\$3,346,588
	Contingency	\$334,659
	Construction Staking	\$130,389
	Construction Testing	\$47,438
○ <u>Subtotal construction costs</u>		<u>\$3,859,074</u>
• PS&E	\$258,790.	\$258,790
• Right of Way Agent/Appraisal	\$150,000.	\$150,000
• Right of Way	\$455,000.	\$455,000
• Construction Management	\$504,000.	\$402,500
• City Administration/Management	\$50,000.	\$50,000
○ <u>Total Estimated Cost</u>	<u>\$5,617,790.</u>	<u>\$5,175,364</u>

Please note that construction staking and testing are normally a part of construction. That is why I have shown them under the construction costs.

This table or outline can be used in your staff report if you want.

Please let Lisa or I know you have questions.

Regards,
Tom

Tom McCurdy, PWLF
Senior Associate Construction Manager
901 East Main Street
Visalia, CA 93292
(559) 733-0440 Office
(559) 719-7206 Cell
www.QKInc.com

