



City Council

Staff Report

TO: Honorable Mayor and City Council
FROM: John Jansons, City Manager *JJ*
DATE: July 25, 2016
SUBJECT: Response to Tulare County Grand Jury Report 2016 Report

RECOMMENDED ACTION:

It is respectfully recommended that the City Council approve the response to the 2016 Tulare County Grand Jury Report and authorize the City Manager to submit the Response to the Grand Jury.

BACKGROUND:

On May 11, 2016, the City of Farmersville was served with a demand by the Tulare County Grand Jury for a response to the Grand Jury's report titled, "Tulare County, Are We Ready for El Nino?" (Attachment 1).

Upon review, it became clear that the Grand Jury believed it had requested information from the City regarding El Nino Storm Preparedness, yet no record of such a request has been found by the City or produced by the County Grand Jury. (See Page 3 of 2016 Tulare County Grand Jury Report, (the Report)).

In that Report, the Grand Jury lists responses they received from four of the eight Tulare County cities and the County of Tulare RMA, but by not listing Farmersville thereby implying that Farmersville is among several (four) cities that they claim did not respond.

With that said, the report from the Grand Jury demands a response from each "non-responding" City, which includes Farmersville as well as requiring a response to each of the Grand Jury's Recommendations listed on Page 5 of the Report.

Staff has prepared a response that details the City's proactive steps to prepare for the El Nino forecasted and to be ready to address any flooding issue that may have occurred last winter. And Provides a Response to each of the Grand Jury's Recommendation listed on Page 5 of their Report.

DISCUSSION:

The City's Response (Attachment 2), lists steps taken by the City and includes documentation to satisfy and be responsive to, the Grand Jury, that the City of Farmersville was in fact ready for El Nino, and respond to each of the Recommendations of the Grand Jury.

Actions by City of Farmersville:

In summary, our communications, planning, preparations and actions in anticipation of El Nino were as follows:

- 1) On Page 2 of August 31, 2015 City Council Newsletter, introduces the start of Staff effort to prepare for El Nino.
- 2) In October of 2015, Staff begins to deliberate draft Storm Preparedness Plan,
- 3) November 2, 2015 City Council Newsletter previews upcoming City Council Action Item for November 9 to discuss and adopt draft Storm Preparedness Plan,
- 4) At November 9 2015, City Council is presented draft plan and adopts the Plan by 5-0 vote.
 - a. Exhibits include: City Council Staff Report, draft Storm Preparedness Plan and copy of Power Point Presentations,
- 5) Minutes of November 9, 2015 City Council Meeting verifies approval of Storm Preparedness Plan,
- 6) The November 16, 2015 City Council Newsletter highlights progress on implementing the Storm Preparedness Plan including signage for Sand Bag stations throughout the City,
- 7) The November 30, 2015 City Council Newsletter highlights on-gong work to clear debris from creek-ways and specifically debris collected under bridges in the City,
- 8) The December 22, 2015 City Council Newsletter details on-gong effort to maintain storm drains, perform debris removal from creek-ways and emergency repairs of failing ditch/ creek-bank due to improper run off form adjacent property,
- 9) The City prepared and distributed and publicized "Flood Safety Tips" information sheet to emphasis hazard mitigation, and El Nino preparedness.
- 10) Staff used the City Website and Facebook page to highlight Flood Safety, Storm Preparedness, and Sand Bag Filling Stations in both English and Spanish.

Response to Recommendations of the Grand Jury:

With respect to the Recommendations of the Grand Jury, the City of Farmersville responds as follows:

Recommendation R1.

“Applicable Agencies should increase emphasis in water Storage projects when the opportunities for water retention are higher”.

Response to Recommendation R1:

The City of Farmersville agrees with this recommendation insofar as the City is not aware of any contrary information.

Recommendation R2.

“Applicable agencies should not ignore the importance of flood control projects due to drought conditions.”

Response to Recommendation R2:

The City of Farmersville Agrees with this recommendation insofar as the City is not aware of any contrary information.

Recommendation R3:

“Applicable agencies continue to progress on existing flood control projects.”

Response to Recommendation R3:

The City of Farmersville Agrees with this recommendation insofar as the City is not aware of any contrary information .

Recommendation R4:

“Tulare County adopt a foothill region flood management plan.”

Response to Recommendation R4:

The City of Farmersville Agrees with this recommendation insofar as the City is not aware of any contrary information .

Recommendation R5:

“When rehabilitating public parks, adding water retention and percolation capabilities should be considered.”

Response to Recommendation R4:

The City of Farmersville Agrees with this recommendation insofar as the City is not aware of any contrary information.

COORDINATION & REVIEW:

The content of the “Response to the Tulare County Grand Jury” was coordinated with the City Attorney, the City Public Works Department, and the Farmersville Fire Department.

ALTERNATIVES:

None proposed.

FISCAL IMPACT:

There is limited fiscal impact associated with preparing and delivering this "Response to Tualre County Grand Jury since it was produced in-house by City Staff.

CONCLUSION:

It is respectfully recommended that the City Council approve the response to the 2016 Tulare County Grand Jury Report and authorize the City Manager to submit the Response to the Grand Jury.

ATTACHMENT(S): 1

- 1) 2016 Tulare County Grand Jury Report and Request
- 2) Farmersville Response to 2016 Tulare County Grand Jury Report

Respectfully Submitted By:



John Jansons
City Manager

MAY 11 2016



TULARE COUNTY GRAND JURY
5963 S Mooney Boulevard Visalia, CA 93277
PHONE: (559) 624-7295
FAX: (559) 733-6078
E-MAIL: grnd_jury@co.tulare.ca.us
WEB: http://tularecounty.ca.gov/grandjury/

ATTENTION: John Jansons
AGENCY: City of Farmersville
ADDRESS: 909 W. Visalia Road, Farmersville, CA 93223

California Penal Code §933.05 (f) mandates that the Tulare County Grand Jury provide a copy of the portion of the final Report that affects that agency or person of that agency two working days prior to its public release. Advance release or disclosure of a Grand Jury Report is prohibited prior to its public release.

Attached is a copy of your portion of the 2015-2016 Tulare County Grand Jury Final Report.

California Penal Code §933(c) requires a response to said document. Depending on the type of respondent you are, a written response is required as follows:

- PUBLIC AGENCY: The governing body of any public agency that is required to respond must do so within NINETY (90) DAYS from the date this report was approved as final by the Presiding Judge.
ELECTIVE OFFICER OR AGENCY HEAD: All elected officers or heads of agencies that are required to respond must do so within SIXTY (60) DAYS from the date this report was approved as final by the Presiding Judge.

Please be advised, this portion of the final report was approved as final by the Presiding Judge on May 9, 2016.

YOU MUST SEND YOUR RESPONSE TO EACH OF THE FOLLOWING:

The Honorable Judge Bret Hillman
County Civic Center, Room 303
221 S Mooney Blvd
Visalia, CA 93291

Tulare County Grand Jury
5963 S Mooney Blvd
Visalia, CA 93277

Tulare County Board of Supervisors
2800 W. Burrel Ave
Visalia, CA 93291
(For County Agencies Only)

Received by: [Signature]

Date: May 11, 2016

Report Name: Tulare County, Are We Ready for El Nino?

Response Due by: August 10, 2016

Delivered by: Bonnie Paullo

Date and Time: 10:16 am 5/10/16

Release Date: May 17, 2016

Chuck White, Foreman 2015/2016 Tulare County Grand Jury

PREPARE A SEPARATE RESPONSE FOR EACH REPORT

California Penal Code §933.05 mandates the manner in which responses are to be answered.

See reverse for Penal Code §933.05 information.

§933.05. Response to Grand Jury Recommendations--Content Requirements; Personal Appearance by Responding Party; Grand Jury Report to Affected Agency

(a) For purposes of subdivision (b) of §933, as to each grand jury finding, the responding person or entity shall indicate one of the following:

(1) The respondent agrees with the finding.

(2) The respondent disagrees wholly or partially with the finding, in which case the response shall specify the portion of the finding that is disputed and shall include an explanation of the reasons therefore.

(b) For purposes of subdivision (b) of §933, as to each grand jury recommendation, the responding person or entity shall report one of the following actions:

(1) The recommendation has been implemented, with a summary regarding the implemented action.

(2) The recommendation has not yet been implemented, but will be implemented in the future, with a timeframe for implementation.

(3) The recommendation requires further analysis, with an explanation and the scope and parameters of an analysis or study, and a timeframe for the matter to be prepared for discussion by the officer or head of the agency or department being investigated or reviewed, including the governing body of the public agency when applicable. This time frame shall not exceed six months from the date of publication of the grand jury report.

(4) The recommendation will not be implemented because it is not warranted or is not reasonable, with an explanation therefore:

(c) However, if a finding or recommendation of the grand jury addresses budgetary or personnel matters of a county agency or department headed by an elected officer, both the agency or department head and the board of supervisors shall respond if requested by the grand jury, but the response of the board of supervisors shall address only those budgetary or personnel matters over which it has some decision-making authority. The response of the elected agency or department head shall address all aspects of the findings or recommendations affecting his or her agency or department.

(d) A grand jury may request a subject person or entity to come before the grand jury for the purpose of reading and discussing the finding of the grand jury report that relates to that person or entity in order to verify the accuracy of the findings prior to their release.

(e) During an investigation, the grand jury shall meet with the subject of that investigation regarding the investigation, unless the court, either on its own determination or upon request of the foreperson of the grand jury, determines that such a meeting would be detrimental.

(f) A grand jury shall provide to the affected agency a copy of the portion of the grand jury report relating to that person or entity two working days prior to its public release and after the approval of the presiding judge. No officer, agency, department, or governing body of a public agency shall disclose any contents of the report prior to the public release of the final report.

TULARE COUNTY, ARE WE READY FOR EL NINO?

MAY 11 2016

JAF

BACKGROUND:

Located within the State of California, Tulare County is situated in a geographically diverse region. The County includes an area of 4,863 square miles. Mountain peaks of the Sierra Nevada range rise to more than 14,000 feet in its Eastern half. Meanwhile, the extensively cultivated and very fertile valley floor in the Western half, has allowed Tulare County to become the second-leading producer of agricultural commodities in the United States.

The Topography of Tulare County can be generally divided into three regions. The Eastern region consists of High Sierra Mountains, substantially covered in forest with minimal development and improved structures. Drainage basins are typically natural and uncontrolled. Flooding is not typically an issue here, as precipitation generally falls in the form of snow during the winter months. Flows from drainage areas with origins in the Eastern region are generally controlled through either of the two major dams in Tulare County operated by the U.S. Army Corps of Engineers.

The Central region runs along the foothill area of the County at elevations from approximately 500 feet to 2,000 feet. This region includes a few smaller communities and dispersed residential and ranching operations. The majority of precipitation with potential to cause flooding falls within the Central region during storm events. Drainage basins with origins in the foothills are typically uncontrolled and subject to high intensity rain events.

The Western region of Tulare County is generally flat with substantial urban and rural development. The terrain is predominantly covered in agricultural and industrial uses. Natural water flows have been dramatically altered through the development of irrigation channels, grading operations, privately owned flood control ditches and berms, and roadway networks. Many of these facilities have been developed on a private, individual or ad-hoc basis, or without consideration for potential flood control ramifications.

The southern portion of the Western region of Tulare County forms a part of the Tulare Lake Basin. The Tulare Lake Basin does not outflow to other bodies of water. During normal rain events, storm water is typically dispersed within the drainage areas through percolation to groundwater, discharge to natural riverine systems, collection and conveyance through irrigation ditches, retention in flood control basins and evaporation. During abnormal, high intensity rain events, these storm water dispersal methods are overcome and there is a potential for flooding events.

Average annual rainfall in the lower elevations of Tulare County ranges from around 7-inches in the extreme southwest to around 15-inches in the northern Central region. Rain events typically occur between mid-October and April, with limited rainfall during the remaining portion of the year. Storm events are frequently moderate in intensity with over 1-inch of rain per hour. Less frequent storm events – 100 year storms – can be as high as 3-inches of rainfall per hour. Storm

cells are generally localized and focused over unique drainage areas, and flooding has historically occurred in limited regions of the County during a particular storm event.

The highest potential for flooding issues in the Western region of Tulare County occur when a storm cycle has produced multiple storm events aimed at the same drainage basin. These multiple storm events will saturate topsoil and reduce the effects of percolation. As small drainage basins merge, and waters move westerly, the flows increase. Due to the vast size of the county, high water levels may not be seen in particular western streams, rivers, and channels until 12 to 36 hours after a rain event in the foothills.

Storm water runoff from high intensity rain events in the foothills flows down gradient and collects in streams, rivers, and ditches that cannot fully accommodate the quantity of water when the terrain flattens out as the waters move west. The reduction in slope of the terrain was historically accommodated by the rivers and streams carrying the storm waters naturally fanning out and creating multiple channels in which the floodwaters could flow. The development of agricultural activities, irrigation facilities, and urban growth has disturbed these natural, multi-branched flows of waters. Due to the high cost, both in terms of dollars and in reductions to useable land, development has historically occurred in a manner that accommodates normal precipitation, but does not allow for unusually high intensity rain events.

The Tulare Lake Basin hasn't experienced any 50-year or 100-year flood events in more than 40 years. The Kaweah and Tule Rivers haven't even seen a 20-year flood or larger since 1969. In the event of 1861 or 1867, most of Visalia and northwest Tulare County experienced flooding. During the 1867-1868 Flood there was 5-6 feet of flood water on Main Street in Visalia.

REASON FOR INVESTIGATION:

The Tulare County Grand Jury was interested in ascertaining the preparedness of the responsible jurisdictions within the county in anticipation of the 2015 – 2016 El Nino rainfall event.

METHOD OF INVESTIGATION:

The Tulare County Grand Jury conducted a Jury Initiated Investigation on preparedness in Tulare County for flooding in 2015-2016 fiscal year. Presentations were made to the Board of Supervisors and the Grand Jury by the Tulare County Resource Management Agency (RMA) regarding the status of their flood control action plan. The Grand Jury inquired of the cities within Tulare County on their ongoing Flood Control activities. Public documents were reviewed by the Grand Jury. Site visits were conducted by Grand Jury members to review flood control projects. One site visit was in the vicinity of the County's correctional facilities to see the Cottonwood Creek Berm project. Other site visits were in the Visalia area reviewing various projects including a retention basin expansion north of the downtown area.

FACTS:

Tulare County RMA Flood Control preparedness measures

1. The RMA performed a “Hot Spot” Risk Assessment:
 - a) identified known and potential new areas of flooding concerns
 - b) created computer-based mapping (GIS) database and maps of these locations
 - c) staff met with local water conveyors (e.g. irrigation districts, water conservation districts) and experts
2. Tulare County RMA Flood Control Activities consists of:
 - a) channel clearing
 - b) basin and stationary pump maintenance
 - c) purchase and rental of additional portable pumps if needed
3. Tulare County reported it has established a flooding response protocol. A contact list for fire, police, and other related agencies was also prepared.
4. The County has inspected the tributaries and, if necessary, will clear the brush and debris in the foothill areas.
5. During storm events, Tulare County crews will monitor and inspect conditions in foothill areas for storm related damages and flooding. Tulare County crews will actively monitor snowfall and, when necessary, provide road plowing services in various parts of the foothill and mountain areas.
6. Tulare County has an action flood control plan for the valley area.

Of the eight (8) cities within Tulare County, four (4) responded to the request from the Grand Jury on their Flood Control preparedness measures:

7. City of Woodlake flood control action plan –
 - a) drainage ditch running along Naranjo Blvd next to Bravo Lake was maintained for handling storm water
 - b) maintenance performed on permanent lift pumps and arrange to have chainsaws and portable trash pumps available
8. City of Tulare flood control action plan –
 - a) repair and/or clean storm drain inlets and storm drain lines
 - b) perform maintenance on drain pump stations
 - c) clean leaves out of gutters and storm drains
 - d) place portable emergency generators at pump stations
 - e) clean bottom of ponding basins to improve percolation and groundwater recharge
 - f) cleaned debris out of the Kaweah crosstown culvert

9. City of Porterville flood control action plan –
 - a) clean dirt, leaves and debris from drain inlets
 - b) identify and allocate funds for problematic areas
 - c) general drainage infrastructure improvements to handle potential emergencies
 - d) training of personnel to handle storm weather emergencies
 - e) mobilize portable pumps in preparation for flooding
 - f) provide sandbags in corporation yards for citizen's use
 - g) broadcast public preparedness information on a local radio station and the city's website

10. City of Visalia flood control action plan –
 - a) Downtown Stormwater Flood Control - Expand the existing basin near Douglas Ave east of Santa Fe St and install a new pipeline flowing into the basin. Construction started November 2015 with completion slated for April 2016
 - b) East Side Regional Park - Combination regional park and groundwater recharge facility on a 248 acre site in eastern Visalia. Not in construction yet
 - c) Lower Kaweah River Flood Control Basins - Flood control project to construct three (3) basins in the Visalia area. Two of the basins to function as relief for flows from Terminus Dam. Construction is anticipated to start in the fall of 2016.

FINDINGS:

- F1. Various county and city agencies have been proactive in anticipation of an El Nino event.
- F2. RMA "Hot Spot" (historically flood prone areas) identification will aid in:
 - a) timely, adequate placement of personnel and equipment
 - b) identify which water conveyors will be impacted by flood waters and to use their system as pressure relief valves
- F3. Tulare County has placed emphasis on the valley floor (Western region), but did not have any major flood control projects or management plan in the foothill area (Central region).
- F4. Clearing of bridges and channels will help the movement of water, in turn reducing flooding events.
- F5. Preplanning of flood protection of county facilities has the potential to reduce flood damage and increase cost savings for taxpayers.
- F6. Goal statements from various agencies show a greater emphasis on capturing and percolating rainfall and runoff into groundwater than in previous years.

RECOMMENDATIONS:

- R1. Applicable agencies should increase emphasis in water storage projects when the opportunities for water retention are higher.
- R2. Applicable agencies should not ignore the importance of flood control projects due to drought conditions.
- R3. Applicable agencies continue their progress on existing flood control projects
- R4. Tulare County adopt a foothill region flood management plan.
- R5. When rehabilitating public parks, adding water retention and percolation capabilities should be considered.

REQUIRED RESPONSES:

- 1. Tulare County Resource Management Agency
- 2. City of Woodlake
- 3. City of Porterville
- 4. City of Tulare
- 5. City of Visalia
- 6. City of Lindsay
- 7. City of Exeter
- 8. City of Dinuba
- 9. City of Farmersville
- 10. Tulare County Board of Supervisors

Disclaimer

Grand Jury reports are based on documentary evidence and the testimony of sworn or admonished witnesses, not on conjecture or opinion. However, the Grand Jury is precluded by law from disclosing such evidence except upon specific approval of the Presiding Judge of the Superior Court, or another judge appointed by the Presiding Judge (Penal Code Section 911, 924.1 (a) and 929). Similarly, the Grand Jury is precluded by law from disclosing the identity of witnesses except upon an order of the court for narrowly defined purposes (Penal Code Section 924.2 and 929).



DRAFT

July 26, 2016

The Honorable Judge Bret Hillman
County Civic Center, Room 303
221 S. Mooney Blvd.
Visalia, CA 93291

And

Mr. Chuck White, Foreman
Tulare County Grand Jury
5963 S. Mooney Blvd.
Visalia, CA 93277

RE: Response to 2016 Grand Jury Report titled, "Tulare County, Are We Ready for El Nino".

Dear Honorable Judge Hillman and Foreman White:

On behalf of the City of Farmersville, please find attached the City's response to the 2016 Grand Jury Report titled, "Tulare County, Are we ready for El Nino?".

I would like to start by addressing the claim in the Grand Jury Report that the City of Farmersville was among those cities in Tulare County who did not respond to the Grand Jury's request. While it is true we did not respond, it not because we ignored your request, rather it was because we never received your request.

The City of Farmersville has no record of receiving any inquiry from the Grand Jury in 2016 or 2015. If you have any delivery receipt confirmation substantiating your issuance of the request to the City, I would request a copy of that documentation so we might improve our records management if the Grand Jury's request was in fact provided to the City.

Second, as you will see from our Response document, the City was extremely deliberate, proactive and responsible in preparing for El Nino, of our own volition and without prompting by the Grand Jury.

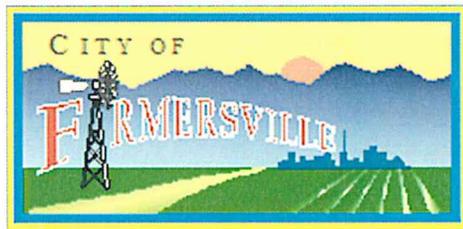
Finally, with respect to the Grand Jury's Recommendations, R1 through R5, contained in their report, the City of Farmersville agrees with each of the Grand Jury's recommendations.

Thank you for your time and attention in this matter and should you have any questions or require additional information, please do not hesitate to contact me directly at 559-747-0458 or by e-mail at jjansons@cityoffarmersville-ca.gov

Sincerely,

John Jansons, City Manager
City of Farmersville

City of Farmersville, California



Response to 2016 Tulare County Grand Jury Report, titled
"Tulare County, Are We Ready for El Nino?".

July 25, 2016

SECTION 1

Introduction:

On May 11, 2016, the City of Farmersville was served with a demand by the Tulare County Grand Jury for a response to the Grand Jury's report titled, "Tulare County, Are We Ready for El Nino?" (Attachment 1).

Upon review, it became clear that the Grand Jury believed it had requested information from the City regarding El Nino Storm Preparedness, yet no record of such a request has been found by the City or produced by the County Grand Jury. (See Page 3 of 2016 Tulare County Grand Jury Report, (the Report)).

In that Report, the Grand Jury lists responses they received from four of the eight Tulare County cities and the County of Tulare RMA, but by not listing Farmersville thereby implying that Farmersville is among several (four) cities that they claim did not respond.

With that said, the report from the Grand Jury demands a response from each "non-responding" City, which includes Farmersville as well as requiring a response to each of the Grand Jury's Recommendations listed on Page 5 of the Report.

Staff has prepared a response that details the City's proactive steps to prepare for the El Nino forecasted and to be ready to address any flooding issue that may have occurred last winter.

And Provides a Response to each of the Grand Jury's Recommendation listed on Page 5 of their Report.

Pursuant to Penal Code sections 933 and 933.05, this Response lists steps taken by the City and includes documentation to satisfy and be responsive to, the Grand Jury, that the City of Farmersville was in fact ready for El Nino, and responds to each of the Recommendations of the Grand Jury.

SECTION 2

El Nino Preparation by City of Farmersville:

In summary, the communications, planning, preparations and actions in anticipation of El Nino were as follows:

ATTACHMENT 1

- 1) On Page 2 of August 31, 2015 City Council Newsletter, introduces the start of Staff effort to prepare for El Nino.

ATTACHMENT 2

- 2) In October of 2015, Staff begins to deliberate draft Storm Preparedness Plan,

ATTACHMENT 3

- 3) November 2, 2015 City Council Newsletter previews upcoming City Council Action Item for November 9 to discuss and adopt draft Storm Preparedness Plan,

ATTACHMENT 4

- 4) At November 9 2015, City Council is presented draft plan and adopts the Plan by 5-0 vote. Exhibits include: City Council Staff Report, draft Storm Preparedness Plan and copy of Power Point Presentations.

ATTACHMENT 5

- 5) Minutes of November 9, 2015 City Council Meeting verifies approval of Storm Preparedness Plan

ATTACHMENT 6

- 6) The November 16, 2015 City Council Newsletter highlights progress on implementing the Storm Preparedness Plan including signage for Sand Bag stations throughout the City,

ATTACHMENT 7

- 7) The November 30, 2015 City Council Newsletter highlights on-gong work to clear debris from creek-ways and specifically debris collected under bridges in the City,

ATTACHMENT 8

- 8) The December 22, 2015 City Council Newsletter details on-gong effort to maintain storm drains, perform debris removal from creek-ways and emergency repairs of failing ditch/ creek-bank due to improper run off form adjacent property,

ATTACHMENT 9

- 9) The City prepared and distributed and publicized "Flood Safety Tips" information sheet to emphasis hazard mitigation, and El Nino preparedness.

ATTACHMENT 10

- 10) Staff used the City Website, Facebook page, and Public literature rack to highlight and disseminate information about Flood Safety, Storm Preparedness, and Sand Bag Filling Stations in both English and Spanish.

SECTION 3

Response to Recommendations of the Grand Jury:

With respect to the Recommendations of the Grand Jury, the City of Farmersville responds as follows:

Recommendation R1.

“Applicable Agencies should increase emphasis in water Storage projects when the opportunities for water retention are higher”.

Response to Recommendation R1:

The City of Farmersville agrees with this recommendation insofar as the City is not aware of any contrary information .

Recommendation R2.

“Applicable agencies should not ignore the importance of flood control projects due to drought conditions.”

Response to Recommendation R2:

The City of Farmersville Agrees with this recommendation insofar as the City is not aware of any contrary information .

Recommendation R3:

“Applicable agencies continue to progress on existing flood control projects.”

Response to Recommendation R3:

The City of Farmersville Agrees with this recommendation insofar as the City is not aware of any contrary information .

Recommendation R4:

“Tulare County adopt a foothill region flood management plan.”

Response to Recommendation R4:

The City of Farmersville Agrees with this recommendation insofar as the City is not aware of any contrary information.

Recommendation R5:

“When rehabilitating public parks, adding water retention and percolation capabilities should be considered.”

Response to Recommendation R5:

The City of Farmersville Agrees with this recommendation insofar as the City is not aware of any contrary information .

SECTION 4

Conclusion:

1. The City of Farmersville takes issue with the characterization and identification of the City as non-responsive and requests that the record be changed to reflect that the City did not receive any inquiry from the 2016 Tulare County Grand Jury regarding El Nino preparation.
2. As is seen in the City's Response Document, the City was extremely deliberate, proactive and responsible in preparing for El Nino, of its own volition and without prompting by the Grand Jury.
3. With respect to the Grand Jury's Recommendations, R1 through R5, contained in their report, the City of Farmersville agrees with each of the Grand Jury's recommendations insofar as the City is not aware of any contrary information.

Respectfully Submitted on Behalf of the City of Farmersville:

John Jansons
City Manager

Date

ATTACHMENT 1

On Page 2 of August 31, 2015 City Council Newsletter, introduces the start of Staff effort to prepare for El Nino.

MEMORANDUM

To: City Council
From: John Jansons, City Manager
Date: August 31, 2015
Subject: Council Newsletter

Good Afternoon Mayor and Council:

Please find below a variety of updates on the activities of your City departments.

Administration:

- Attended Tulare County Board of Supervisors meeting on August 25, to introduce myself to the BOS. Met CAO, Sherriff, and several other department heads and staff.
- Met with Rudy Mendoza, Field Representative for Congressman Devon Nunes.
- Attended August Planning Commission meeting to introduce myself to the PC.
- Staff has toured all city faculties and met with several organizations who rent / lease space from the City.
- New City lapel pins are on order.
- Seeking cost for codification project to fulfill record keeping and update requirements.
- Staff to attend CA Notary Public training classes in September.
- Technical Training for Clerks begins in Riverside on 9-7-15 through 9-11- 15 towards eventual MMC, Master Municipal Clerk certification. Modules include: meeting administration, management of the office of City Clerk, records management, ethics, and serving diversity.
- Don't forget, Mark your calendars for October 2, Cruise Night, Oct. 3 Fall Festival, and Oct. 8-10 City-wide cleanup day!

Finance Department:

- Online and Phone payments reached an all-time high for the month of August 2015 since inception in October 2014. 142 payments were made (over \$12,000.00) representing slightly more than 6% of all utility accounts.
- The City received payment from the State Water Resource Control board for the State share of expenses incurred for the Cameron Creek Colony project of just over \$463,000.00. There are some lingering items left but this means that the City has now been reimbursed for the bulk of this project.
- Staff is on schedule with work progressing on multiple Fiscal Year End reports, audit and financial statement preparation, and closing out our accrual period soon.

- Staff successfully implemented the rate increase per Council approval for Solid Waste Collection of \$0.53 per account per month into our billing process this month. The approved rate increase for sewer fees goes into effect for the bill due in November; an additional \$7.87 per account, per month.
- Our first invoice was submitted to Caltrans for reimbursement regarding roundabout construction on 8/19/2015, successfully avoiding our project from being flagged as inactive.
- Finance staff organized a “work day”, last Friday, to organize city archives and dead storage of old files subject to future destruction per the City’s document retention policy. Thanks to Public Works and Finance staff for working together to get this done.
- CM office and Finance Dept. are collaborating on development of a City purchasing policy and guidelines.
- Staff is gearing up for the next meeting of the Oversight Board of the dissolved Farmersville Redevelopment Agency. It is anticipated that the 16/17a ROPS will be presented for approval.

Fire Department:

- A recommendation for Disposal of the old 1988 Patrol 283 is anticipated for the Sept 14, 2015 City Council meeting. Last year council approved the purchase of a replacement vehicle utilizing developer impact fees. With the new unit in service, the fire department recommends declaring P283 surplus and will be seeking approval to dispose of this asset by negotiated sale to the City of Exeter in conformance with Farmersville Municipal Code, Section 3.16.120 (Ord. 278 § 12, 1984).
- Fire Chief to lead a multi-departmental, city task force to address creek way hazard mitigation associated with current fire season danger and potential winter weather flood mitigation. This initiative is the result of several fire incidents occurring over the past few months attributed to vagrant camps and activity in the creek ditches and under bridges and the prospect of the “Godzilla” El Nino projected for this fall/winter. This coordination will dovetail nicely with the Urban Streams Restoration grant focusing on Deep Creek.
- The Volunteer Fire Assistance Grant award announcement was received from Cal-Fire. This is a federal grant passed through the State, which as in years past, will help buy fire equipment on a 50/50 cost share and will fund critically needed pagers, fire shelters and hoses.
- Fire Hydrant maintenance has been completed for the year. This year due to the drought the flushing was done through a cap with a small orifice. Yearly servicing is required by the ISO and in addition, helps the water system by removing rust and deposits. More importantly, annual inspections help to ensure the hydrant will be functional should a fire occur.

Police Department:

- School is in full swing and the assignment of Officer Mark Cruz to the SRO position is off to a very good start.
- The Department will be working with the FUSD and Pro-Youth HEART to provide a lunch time anti-gang program for a targeted audience of at risk youth.
- The Department was pleased to have completed the hiring process of its newest police officer Jesse Mendez. Jesse is a new employee but certainly not new to the Farmersville Police

Department or to law enforcement. Jesse has been employed by the Woodlake Police Department for 10 years and comes to us with a wealth of experience. He has also worked with us on a number of cases over the past few years both assisting us here in Farmersville and our assisting the Woodlake Police Department in their community. He will be formally sworn-in and introduced to Council at the September 14, 2015 meeting, but had already begun field training.

- The signing of the agreement with the FUSD for a second SRO adds another position to the department to allow us to assign another officer to the district. With an already established hiring list this can be accomplished fairly quickly.
- The department will be preparing for the events associated with the Fall Festival this year. Further updates will be provided as the event develops. A cruise night the evening before as well as a 5K run the morning of the event have been added to make Fall Fest bigger and better in 2015

Planning

- Staff is scheduled to bring forward a Zoning Ordinance Amendment (ZOA 2015-01) in a public hearing on Sept 28, 2015 regarding "reasonable accommodation and exemption for disabled persons".

Public Works

- Window at Community Center to be replaced this week. Is a special "bronze" tempered glass that had to be order and fabricated.
- Continuing with the annual storm drain maintenance. Council may notice that some drains are green and others are blue. The colors represent drainage to storm drain ponds or to the canals. Green drains to ponding basins and blue to the canals.
- Roadway pot holes repairs in some of the less travelled areas of town is on-going.
- Also addressing other issues as discovered: missing signs, vandalism, graffiti etc.
- Working with Code Enforcement on cleaning up illegal dumping issues.
- The recruitment for our open position closed on Friday 28th. Thus so far we have obtained over forty applications.

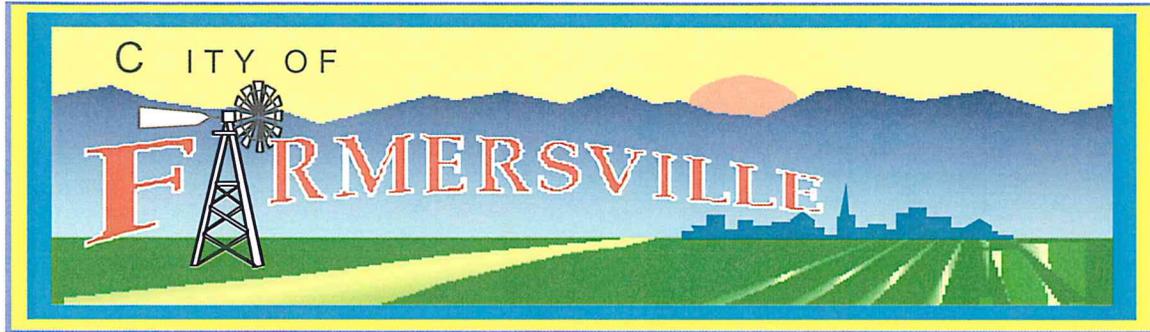
Happy Labor Day to all of the hard working men and women of the City of Farmersville.

You are greatly appreciated!

END

ATTACHMENT 2

In October of 2015, Staff begins to deliberate draft Storm Preparedness Plan,



Storm Response Procedure

October, 2015

CITY OF FARMERSVILLE

Storm Response Procedure

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This document supplements the City of Farmersville Emergency Operations Plan with specific operational procedures pertaining to sandbags, along with trigger points to commence and suspend seasonal and specific response activities. Phases 2 and 3 of this procedure correlate with the Initial Response and Extended Operations sections of the Emergency Operations Plan, and is in concert with the Tulare County Operational Area procedures.

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- Fire Department
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 - Deactivation
 - Sandbag Ordering Procedures
 - Sandbag Distribution Locations
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 - Activation (Increased Readiness)
 - Activation (Initial Response)
 - Deactivation
- Phase 3: Extended Response
 - Activation
 - Deactivation
 - Cost Recovery Documentation

CITY OF FARMERSVILLE

Storm Response Procedure

PHASE 1 **Seasonal Preparedness**

ACTIVATION

Actions in this phase should be taken annually, prior to the beginning of the winter storm season. Generally, this phase should begin on November 1st (approximately) each year, unless a different time is deemed appropriate by the City Manager. The following activities are included in Phase 1:

Functional Area	Activity	Responsible Department(s)
Coordination	Advise involved agencies of the initiation of Seasonal Preparedness activities	FFD
	Disseminate seasonal weather outlook information received from NWS / Cal OES to Depts.	FFD/FPD via OES
Sandbag Distribution (Operations & Logistics)	Determine the quantity of sand and bags to be procured, with input from the involved departments	FPW
	Procure materials for sandbags	FPW
	Provide / operate sandbag distribution sites;	FPW, FFD or FPD
	Pre-position sand for faster response to field incidents or self serve sandbag filling	FPW
	Inventory sandbag materials on-hand by November 1st at designated sites, and order re-supply (to reach Target Quantity)	FPW
	Track & coordinate fulfillment of requests for sandbag materials.	FFD (ICS 214)
	Deliver filled sandbags, and/or loose sand with bags, as needed.	FPW

CITY OF FARMERSVILLE

Storm Response Procedure

DEACTIVATION

Activities should be taken at the end of the winter storm season. Typically, this should occur on or before May 1st of each year, unless conditions dictate otherwise.

Functional Area	Activity	Responsible Department(s)
Coordination	Advise all participating agencies of deactivation from Phase 1 Seasonal Preparedness activities	FFD
	Provide feedback and lessons learned from this year's activities	ALL DEPARTMENTS
Logistics	Evaluate deployment sites to determine cleanup / removal needs for excess / unusable sandbags, packaging materials, and other related equipment or supplies; make appropriate cleanup, disposal and/or storage arrangements	FPW
	Process returned supplies, determine optimal state for storage to maximize longevity of supplies, and store items for use in future years	FPW

SANDBAG ORDERING PROCEDURE

On field incidents, orders shall be generated by the appropriate persons within the Incident Command System (ICS) structure, and follow the agency's internal procedures for documentation, approval, and forwarding of the request.

SANDBAG DISTRIBUTION LOCATIONS

The Public Works Department has been identified as the primary distributor of sandbags to the public, via the City Yard. The Civic Center (On Duty FFD/FPD Personnel) may need to provide sandbags to the public in afterhours situations where call back of Public Works personnel has not occurred. The Public Works Department shall have primary responsibility for the delivery of sandbags, to incidents or other locations as requested by responders, to support flood fighting.

The following table depicts locations which have been identified for annual pre-positioning of sandbag materials for public consumption. Upon initiating Phase I activities, each location's current stock of materials should be assessed. Re-supply should occur as necessary. This table should serve only to guide the annual pre-positioning of sandbag materials, and should not be interpreted to restrict the discretion of responders to request resources of the type, quantity, and delivery location as necessary to mitigate any actual or impending incident.

CITY OF FARMERSVILLE

Storm Response Procedure

Location Name	Type	Target Quantity
W. Front St. /S. Ventura (at Railroad)	Loose Sand	14 yards
253 E. Visalia Rd Lot (south side)	Loose Sand	14 yards
Roy's Park – 800 S. Farmersville Blvd.	Loose Sand	14 yards
Civic Center - 909 W Visalia Rd.	Loose Sand	14 yards
Location Name	Type	Target Quantity
City Yard – 873 S. Farmersville Blvd.	Sand Bags	2000
Civic Center - 909 W Visalia Rd.	Sand Bags	500

Tulare County maintains pre-positioned palletized sandbags throughout the County for rapid deployment to imminent or in-progress flooding incidents available through Mutual Aid request.

PHASE 2 **Increased Readiness**

This phase identifies actions to be taken in anticipation of the arrival of a major storm or storm series expected to bring heavy rainfall, high winds, flooding, or other damaging forces to the area. Each department maintains situational awareness and implicitly enters this phase in anticipation of severe weather. The activities outlined below are designed to provide enhanced coordination between departments in advance of potential major incidents.

ACTIVATION

Functional Area	Activity	Responsible Department(s)
Coordination	Provide updates from NWS/OES on expected/actual conditions to CM and other Depts.	FPD,FFD,FPW
Emergency Public Information	Issue bilingual media release with safety message, sandbag locations, important phone numbers, and any other pertinent information as needed.	City Manager
Logistics	Prepare staffing patterns to augment department activities, should an increase in demand for services occur or appear imminent	FFD,FPW,FPD
	Confirm operational readiness of equipment and supplies including but not limited to vehicles, saws, pumps, flares, radios, Barricades, signs, PPE etc.	FFD,FPW,FPD
	Check status of storm drains, bridges, and remove debris, clear grates, and place barricades as needed.	FPW,FPD
	Check city facilities, roofs, gutters, drains, parks trees, storm drains and retention basins etc.	FPW
	Deliver sandbagging resources to distribution facilities or deployment sites as requested. Monitor sandbag distribution from facilities and request re-supply as needed	FPW

CITY OF FARMERSVILLE

Storm Response Procedure

Initial Response

Increased Readiness activities will transition to the Initial Response phase once the incident merits field response activities. The goal of the activities detailed below is to provide increased situational awareness and coordination amongst involved agencies during the event. Refer to Emergency Operations Plan (EOP) for additional information on each department's responsibilities in Initial Response.

Functional Area	Activity	Responsible Department(s)
Coordination	Provide updates from NWS on expected / actual conditions to CM and other Depts.	FFD,FPD
	Report significant infrastructure issues, flooding issues, or any impact to City facilities to CM	ALL DEPARTMENTS
	Distribute daily situation status updates summarizing major issues (evacuations, significant flooding, road closures, infrastructure damage, areas of concern, etc.) to CM and/or City Council	FPD,FFD,FPW
	Communicate with first responders to prioritize response to multiple incidents	FPW
	Advise CM if a significant change in the overall situation occurs or appears imminent (i.e. levee failure, flash flooding, evacuations, significant damage to large geographic area, etc.)	ALL DEPARTMENTS
	Advise CM of significant unmet resource needs that cannot be met locally or through Law / Fire mutual aid systems	ALL DEPARTMENTS
Emergency Public Information	Consider Alert & Warning (EAS, AlertTC) should a significant, imminent threat develop to life or property	FPD
Operations	Provide debris removal, street repairs, temporary signage & road closures, flood control (pumping, levee repair, etc.)	FPW
	Augment staffing as necessary to address expected or actual increases in demand for services	FFD,FPW, FPD
Logistics	Obtain a Disaster Cost Tracking Number from the Finance Director and disseminate to Depts.	FPW
	Deliver sandbagging resources to facilities and/or field incidents as requested	FPW
	Monitor sandbag distribution from facilities and request re-supply as discussed in Phase 1	FPW

CITY OF FARMERSVILLE

Storm Response Procedure

DEACTIVATION

Deactivation from Increased Readiness / Initial Response shall occur once the triggering event (or series of events) has passed, and no further threat exists. When deactivating from Increased Readiness / Initial Response phases during winter storm season, all departments shall evaluate their resource status and take any necessary actions, such as return / redeployment of equipment and materials re-supply, to optimize future response operations. All departments shall continue to monitor and mitigate issues identified during the event to their completion / resolution.

PHASE 3 **Extended Response**

This phase represents the response to prolonged, large-scale weather-induced incidents, with widespread impacts such as flooding, property / infrastructure damage, or threat to / loss of life. The triggers for this phase are detailed below:

- Widespread flooding or imminent threat (bank-full or flood-stage waters along major waterways, levee failure)
- Evacuations (localized evacuations with anticipated need for sheltering, or any large-scale evacuation)
- Significant damage to multiple public or private properties
- Any situation that substantially overwhelms the City's resources and requires outside agency assistance (excluding day-to-day Law / Fire mutual aid)

Should this phase be triggered, FPD or FFD shall notify the City Manager of the situation. Extended Response operations are defined and detailed in the City's Emergency Operations Plan. This phase would likely be accompanied by Emergency Operations Center (EOC) activation, and possibly a Proclamation of Local Emergency.

DEACTIVATION

Deactivation from Phase 3 will take place according to established policies and procedures within the Emergency Operations Plan. All departments shall participate in the debriefing process, to provide suggestions for improvement on future incidents. Upon deactivation from Phase 3 Extended Response activities, the City shall return to Phase 1 or Phase 2 activities as appropriate for the situation.

CITY OF FARMERSVILLE

Storm Response Procedure

COST RECOVERY DOCUMENTATION

Due to the nature of disaster assistance programs at State & Federal levels, it is imperative that all personnel keep detailed records of their activities during a major emergency or disaster. The documentation required for successful cost recovery is considerably more burdensome than the day-to-day documentation performed by any City department. Failure to provide adequate detail for cost reimbursement may result in the City's loss of disaster assistance funds, creating a significant financial exposure for the City.

The following table depicts specific details that should be captured in supplemental documentation, to augment (but not replace) any documents already generated by City personnel.

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Timekeeping	Hours worked, overtime vs. regular time designation for each activity
Vehicle	Type of vehicle, vehicle identifiers, detailed breakdown of use by time, activity, locations, and mileage
Activities Performed	Detail of activities performed, whether each was a routine or emergency duty, and location(s) where each was performed



Storm Response Procedure

October, 2015

CITY OF FARMERSVILLE

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CITY OF FARMERSVILLE

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Storm Response Procedure

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ATTACHMENT 3

November 2, 2015 City Council Newsletter previews upcoming City Council Action Item for November 9 to discuss and adopt draft Storm Preparedness Plan,

City Council Newsletter / Update #7
November 2, 2015

City Manager:

- A brief look ahead to the November 9, 2015 City Council Meeting includes:
 - Presentation by Kaweah Delta Water Conservation District on the Sustainable Groundwater Management Act and Agency formation on November 9, 2015.
 - Road Work Supplemental Agreements with TCAG.
 - Storm Preparedness Plan.
- Staff is coordinating an orientation for the new youth City Council member about City departments and functions.
- Staff is researching the status of the Recreation Committee with the intent to resume meetings in the near future.
- City Clerk to conduct a recruitment for a Delta Vector Control District representative and will bring forward nominations to the Council at future meeting.
- The Boys and Girls Club completed another successful year with the Haunted House/Maze at the Community Center. Several hundred people attended and over 400 canned food items were received. Special thanks to Chief Crivello for his proactive engagement of B& G Staff to ensure public safety.

Engineering:

- Cal Trans Grant deadline extended to Dec 31, 2015 for the ADA assessment project approved by Council on October 28th.
- American Public Works Association event to honor City of Farmersville for the Cameroon Creek Water Distribution project on Thursday November 5th. Mayor Gomez and City Manager to attend representing the City along with representatives of Quad Knopf and Tulare County.
- City and USDA have coordinated an extension of time for the Waste Water Treatment Plant Project to adjust for extended design and engineering requirements.

Finance Department

- By restructuring some of employee benefits program, the City is able to offer the same employee benefits, but save over \$2,800 annually.

- The City is currently mid-way through the audit and anticipates auditors being on site for four more days next week to complete their field work and produce our financial statements and other reports for 2015 by December 31st.
- The Finance Director attended a regular board meeting as part of our membership in Central San Joaquin Valley Risk Management Authority which yielded valuable information regarding risk mitigation and future budget impacts.
- The Finance department continues to meet with Agencies and bank institutions to look for our best options to mitigate any potential cash flow or other process road blocks on existing and future construction projects.

Fire Department

Personnel:

- The fire department has hired the 7 new volunteers. Live Scan and physicals have been completed. They will begin a 40 hour basic training course November 7th that will be conducted on weekends.
- Capt. Kyle attended a weeklong Advanced Fire Investigation Class conducted by the Tulare County Fire Department. The State Fire Marshal certified course included investigating actual fires and developing a court case from the result of on scene origin and cause determination and actual interviews from role players in the community.

In the Community:

- The Department received a request to attend the harvest festival at Outside Creek School. 3 volunteers joined Chief Crivello and Lieutenant Thomas in staffing a table with fire safety handouts and a fire apparatus static display. The pulled pork dinner served as a fundraiser was tasty too.
- The Haunted House conducted by the Boys and Girls Club generated a few visits from the FFD to ensure fire and life safety was a top consideration, club staff was cooperative in meeting the fire code and safety recommendations. Emergency planning and inspections paid off in what was certainly a successful event.
- Chief Crivello attended the Tulare County Disaster Council meeting on October 22nd as the representative of the City. The current topics were reviewing the drought issues as well as upcoming El Nino Preparedness measures. In addition, there will be an upcoming exercise involving local response agencies as well as the California National Guard Civil Support Team.
- The Chief also attended the Tulare County Emergency Medical Care Committee and Ambulance Contract Compliance Committee meetings. Fines assessed to

ambulance providers when response time goals are not met will be trickling to the cities for the first time. The City stands to receive over \$2100 in liquidated damages as we are 3.4% of the EMS workload in the county. These funds are to be used to enhance the EMS system with equipment, training and/or supplies.

Operations:

- Fire Inspections of Business and Assembly Occupancies are continuing. The Fire Department answered 90 calls for service in the month of October. The October training topics covered equipment ID and location on fire apparatus, safety and use of hand tools and power saws as well as forcible entry. FFD assisted TCFD units with a structure fire west of town on Oscar Ave., on Saturday night.

Planning:

- **See attached Flyer:** Planning staff to host a Housing Element workshop / public open house to discuss progress of the project and take public comment. Council Chambers, Wednesday November 4th, 6-7 PM. Light refreshments served and Spanish translation services available. Please help get the word out or attend.

Police Department

- Halloween was very quiet. No incidents related to the festivities. There were events at three local churches and all appeared to be well attended without incident.
- DUI saturation patrol did not yield any DUI arrests. View that as positive in that although heavily patrolled no DUI's were located.
- Battle of the Badges November 9th. In conjunction with Farmersville Fire and County Fire we will be occupying the east parking lot at City Hall for the blood drive. We will have food, root beer floats, public safety vehicles on display, games for kids and other activities taking place from 4 to 8 pm. All are invited even if you are not donating come out and show your support.
- 2nd SRO Starts Today. Officer Hettick has already been introduced to Superintendent and staff. Officer Hettick is expected to do an outstanding job in this position and look forward to building good relationships with both school staff and students during this assignment.

Public Works

- Proteus Drought Relief Workers. Continue with general maintenance of the parks, and began concentrating on Liberty Park with more extensive maintenance.
- Red curb painting underway throughout the city.

- November begins a new city wide Water Conservation irrigation schedule. Watering is only to take place one day per week. **Odd numbered addresses – Saturday. Even numbered addresses - Sunday.**
- Contacted SCE to report Street Light outages throughout the city. A total of thirty-two (32) lights reported as not working properly.
- Candidate for the Public Works position successfully advancing through the recruitment and background investigation process, with anticipation of start date before year end.
- Storm preparation: sand piles for sandbags have been staged throughout the city for private property flood control. Residents may obtain ten (10) sandbags from the city and fill at any sandbag location if needed.
- Continue to perform storm system maintenance to prevent street flooding
- Began tree pruning where obstruction to city street signage. Customers whose trees were/will be pruned were provided the opportunity to correct or abate the problem beforehand.
- Another window at the Community Center was vandalized and will be replaced as soon as possible.

END

ATTACHMENT 4

On November 9, 2015, the City Council is presented draft plan and adopts the Plan by 5-0 vote. Exhibits include: City Council Staff Report, draft Storm Preparedness Plan and copy of Power Point Presentations.



City Council

Staff Report

TO: Honorable Mayor and City Council
FROM: John Crivello, Fire Chief
THROUGH: John Jansons, City Manager *[Signature]*
DATE: November 9, 2015
SUBJECT: Storm Response Procedure

RECOMMENDED ACTION:

It is respectfully recommended that the City Council approve the City of Farmersville Storm Response Procedure as an addendum to the City's Emergency Operations Plan (EOP) and provide direction to staff to update and refine the plan as needed based upon evaluation of effectiveness.

BACKGROUND:

The California Emergency Services Act requires the city to plan for and manage disasters within its jurisdiction. The City has adopted an EOP in accordance with state law that takes into account an "All Risk/All Hazards" approach when planning for management of emergencies presented by all hazards that threaten life, property, and the environment. Such risks are Fires, Floods, Earthquakes, Civil Disorder/Terrorism, and Severe Weather. A 2008 Hazard Assessment conducted by the fire department identifies floods and severe weather as moderate to high risk after rating potential frequency, severity, and community vulnerability.

DISCUSSION:

The EOP follows the format of preparedness, increased readiness/initial response, and extended response. There exists a need to coordinate the efforts of individual departments for preparedness and response activities. The Storm Response Procedure identifies specific actions that are or will be taken for each level of activation. In addition, the responsible departments are identified for each task. Many of the tasks contain some overlap as primary and secondary responsibilities often do in a small agency with limited resources.

Most of the identified tasks have been ongoing from a historical perspective at the individual department level. It is also important to note that city departments have always collaborated under routine and emergency conditions. This procedure merely codifies the activities which will ensure that city resources are used effectively. It will also serve as a training document for

personnel into the future while being revised as a planning document through evidence based practices based on after action reports.

In summary, The Storm Response Procedure will help ensure that the City of Farmersville is a disaster resistant community by preparing and responding effectively with unified objectives in accordance with the EOP.

COORDINATION & REVIEW:

Preparation and presentation of the City of Farmersville Storm Response Procedure has been coordinated with the City Police Department, Public Works Department and the City Manager's Office.

FISCAL IMPACT:

There is no significant expenditure impact to city funds by virtue of approving the plan. However, the plan should increase cost effectiveness in the preparation for and response to significant storms and related incidents and allow for improved cost recovery in the event of a declared disaster.

ALTERNATIVES:

None Proposed

CONCLUSION:

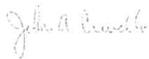
It is respectfully recommended that the City Council approve the City of Farmersville Storm Response Procedure as an addendum to the City's Emergency Operations Plan (EOP).

**ATTACHMENT(S): 1 – Storm Preparedness Plan / Response Procedure
Presentation Slides/Notes, and
Flood Safety Tips**

Respectfully Submitted,

Reviewed By:

Reviewed By:



John Crivello
Fire Chief

Mario Krstic
Chief of Police

Dale Wyckoff
Public Works Director

Approved By:



John Jansons
City Manager

CITY OF FARMERSVILLE

Storm Response Procedure



Storm Response Procedure

October, 2015

CITY OF FARMERSVILLE

Storm Response Procedure

The purpose of this document is to clarify department roles and responsibilities, and solidify necessary and appropriate actions to be taken by the city before, during, and after individual storms and the winter storm season.

This document supplements the City of Farmersville Emergency Operations Plan with specific operational procedures pertaining to sandbags, along with trigger points to commence and suspend seasonal and specific response activities. Phases 2 and 3 of this procedure correlate with the Initial Response and Extended Operations sections of the Emergency Operations Plan, and is in concert with the Tulare County Operational Area procedures.

The departments primarily involved in this procedure are:

- Public Works Department
- Fire Department
- Police Department
- Office of the City Manager

This document is organized as follows:

- Phase 1: Seasonal Preparedness
 - Activation
 - Deactivation
 - Sandbag Ordering Procedures
 - Sandbag Distribution Locations
- Phase 2: Increased Readiness / Initial Response
 - Activation (Increased Readiness)
 - Activation (Initial Response)
 - Deactivation
- Phase 3: Extended Response
 - Activation
 - Deactivation
 - Cost Recovery Documentation

CITY OF FARMERSVILLE

Storm Response Procedure

PHASE 1 **Seasonal Preparedness**

ACTIVATION

Actions in this phase should be taken annually, prior to the beginning of the winter storm season. Generally, this phase should begin on November 1st (approximately) each year, unless a different time is deemed appropriate by the City Manager. The following activities are included in Phase 1:

Functional Area	Activity	Responsible Department(s)
Coordination	Advise involved agencies of the initiation of Seasonal Preparedness activities	FFD
	Disseminate seasonal weather outlook information received from NWS / Cal OES to Depts.	FFD/FPD via OES
Sandbag Distribution (Operations & Logistics)	Determine the quantity of sand and bags to be procured, with input from the involved departments	FPW
	Procure materials for sandbags	FPW
	Provide / operate sandbag distribution sites;	FPW, FFD or FPD
	Pre-position sand for faster response to field incidents or self serve sandbag filling	FPW
	Inventory sandbag materials on-hand by November 1st at designated sites, and order re-supply (to reach Target Quantity)	FPW
	Track & coordinate fulfillment of requests for sandbag materials.	FFD (ICS 214)
	Deliver filled sandbags, and/or loose sand with bags, as needed.	FPW

CITY OF FARMERSVILLE

Storm Response Procedure

DEACTIVATION

Activities should be taken at the end of the winter storm season. Typically, this should occur on or before May 1st of each year, unless conditions dictate otherwise.

Functional Area	Activity	Responsible Department(s)
Coordination	Advise all participating agencies of deactivation from Phase 1 Seasonal Preparedness activities	FFD
	Provide feedback and lessons learned from this year's activities	ALL DEPARTMENTS
Logistics	Evaluate deployment sites to determine cleanup / removal needs for excess / unusable sandbags, packaging materials, and other related equipment or supplies; make appropriate cleanup, disposal and/or storage arrangements	FPW
	Process returned supplies, determine optimal state for storage to maximize longevity of supplies, and store items for use in future years	FPW

SANDBAG ORDERING PROCEDURE

On field incidents, orders shall be generated by the appropriate persons within the Incident Command System (ICS) structure, and follow the agency's internal procedures for documentation, approval, and forwarding of the request.

SANDBAG DISTRIBUTION LOCATIONS

The Public Works Department has been identified as the primary distributor of sandbags to the public, via the City Yard. The Civic Center (On Duty FFD/FPD Personnel) may need to provide sandbags to the public in afterhours situations where call back of Public Works personnel has not occurred. The Public Works Department shall have primary responsibility for the delivery of sandbags, to incidents or other locations as requested by responders, to support flood fighting.

The following table depicts locations which have been identified for annual pre-positioning of sandbag materials for public consumption. Upon initiating Phase I activities, each location's current stock of materials should be assessed. Re-supply should occur as necessary. This table should serve only to guide the annual pre-positioning of sandbag materials, and should not be interpreted to restrict the discretion of responders to request resources of the type, quantity, and delivery location as necessary to mitigate any actual or impending incident.

CITY OF FARMERSVILLE

Storm Response Procedure

Location Name	Type	Target Quantity
W. Front St. /S. Ventura (at Railroad)	Loose Sand	14 yards
253 E. Visalia Rd Lot (south side)	Loose Sand	14 yards
Roy's Park – 800 S. Farmersville Blvd.	Loose Sand	14 yards
Civic Center - 909 W Visalia Rd.	Loose Sand	14 yards
Location Name	Type	Target Quantity
City Yard – 873 S. Farmersville Blvd.	Sand Bags	2000
Civic Center - 909 W Visalia Rd.	Sand Bags	500

Tulare County maintains pre-positioned palletized sandbags throughout the County for rapid deployment to imminent or in-progress flooding incidents available through Mutual Aid request.

PHASE 2 **Increased Readiness**

This phase identifies actions to be taken in anticipation of the arrival of a major storm or storm series expected to bring heavy rainfall, high winds, flooding, or other damaging forces to the area. Each department maintains situational awareness and implicitly enters this phase in anticipation of severe weather. The activities outlined below are designed to provide enhanced coordination between departments in advance of potential major incidents.

ACTIVATION

Functional Area	Activity	Responsible Department(s)
Coordination	Provide updates from NWS/OES on expected/ actual conditions to CM and other Depts.	FPD,FFD,FPW
Emergency Public Information	Issue bilingual media release with safety message, sandbag locations, important phone numbers, and any other pertinent information as needed.	City Manager
Logistics	Prepare staffing patterns to augment department activities, should an increase in demand for services occur or appear imminent	FFD,FPW,FPD
	Confirm operational readiness of equipment and supplies including but not limited to vehicles, saws, pumps, flares, radios, Barricades, signs, PPE etc.	FFD,FPW,FPD
	Check status of storm drains, bridges, and remove debris, clear grates, and place barricades as needed.	FPW,FPD
	Check city facilities, roofs, gutters, drains, parks trees, storm drains and retention basins etc.	FPW
	Deliver sandbagging resources to distribution facilities or deployment sites as requested. Monitor sandbag distribution from facilities and request re-supply as needed	FPW

CITY OF FARMERSVILLE

Storm Response Procedure

Initial Response

Increased Readiness activities will transition to the Initial Response phase once the incident merits field response activities. The goal of the activities detailed below is to provide increased situational awareness and coordination amongst involved agencies during the event. Refer to Emergency Operations Plan (EOP) for additional information on each department's responsibilities in Initial Response.

Functional Area	Activity	Responsible Department(s)
Coordination	Provide updates from NWS on expected / actual conditions to CM and other Depts.	FFD,FPD
	Report significant infrastructure issues, flooding issues, or any impact to City facilities to CM	ALL DEPARTMENTS
	Distribute daily situation status updates summarizing major issues (evacuations, significant flooding, road closures, infrastructure damage, areas of concern, etc.) to CM and/or City Council	FPD,FFD,FPW
	Communicate with first responders to prioritize response to multiple incidents	FPW
	Advise CM if a significant change in the overall situation occurs or appears imminent (i.e. levee failure, flash flooding, evacuations, significant damage to large geographic area, etc.)	ALL DEPARTMENTS
	Advise CM of significant unmet resource needs that cannot be met locally or through Law / Fire mutual aid systems	ALL DEPARTMENTS
Emergency Public Information	Consider Alert & Warning (EAS, AlertTC) should a significant, imminent threat develop to life or property	FPD
Operations	Provide debris removal, street repairs, temporary signage & road closures, flood control (pumping, levee repair, etc.)	FPW
	Augment staffing as necessary to address expected or actual increases in demand for services	FFD,FPW, FPD
Logistics	Obtain a Disaster Cost Tracking Number from the Finance Director and disseminate to Depts.	FPW
	Deliver sandbagging resources to facilities and/or field incidents as requested	FPW
	Monitor sandbag distribution from facilities and request re-supply as discussed in Phase 1	FPW

CITY OF FARMERSVILLE

Storm Response Procedure

DEACTIVATION

Deactivation from Increased Readiness / Initial Response shall occur once the triggering event (or series of events) has passed, and no further threat exists. When deactivating from Increased Readiness / Initial Response phases during winter storm season, all departments shall evaluate their resource status and take any necessary actions, such as return / redeployment of equipment and materials re-supply, to optimize future response operations. All departments shall continue to monitor and mitigate issues identified during the event to their completion / resolution.

PHASE 3 **Extended Response**

This phase represents the response to prolonged, large-scale weather-induced incidents, with widespread impacts such as flooding, property / infrastructure damage, or threat to / loss of life. The triggers for this phase are detailed below:

- Widespread flooding or imminent threat (bank-full or flood-stage waters along major waterways, levee failure)
- Evacuations (localized evacuations with anticipated need for sheltering, or any large-scale evacuation)
- Significant damage to multiple public or private properties
- Any situation that substantially overwhelms the City's resources and requires outside agency assistance (excluding day-to-day Law / Fire mutual aid)

Should this phase be triggered, FPD or FFD shall notify the City Manager of the situation. Extended Response operations are defined and detailed in the City's Emergency Operations Plan. This phase would likely be accompanied by Emergency Operations Center (EOC) activation, and possibly a Proclamation of Local Emergency.

DEACTIVATION

Deactivation from Phase 3 will take place according to established policies and procedures within the Emergency Operations Plan. All departments shall participate in the debriefing process, to provide suggestions for improvement on future incidents. Upon deactivation from Phase 3 Extended Response activities, the City shall return to Phase 1 or Phase 2 activities as appropriate for the situation.

CITY OF FARMERSVILLE

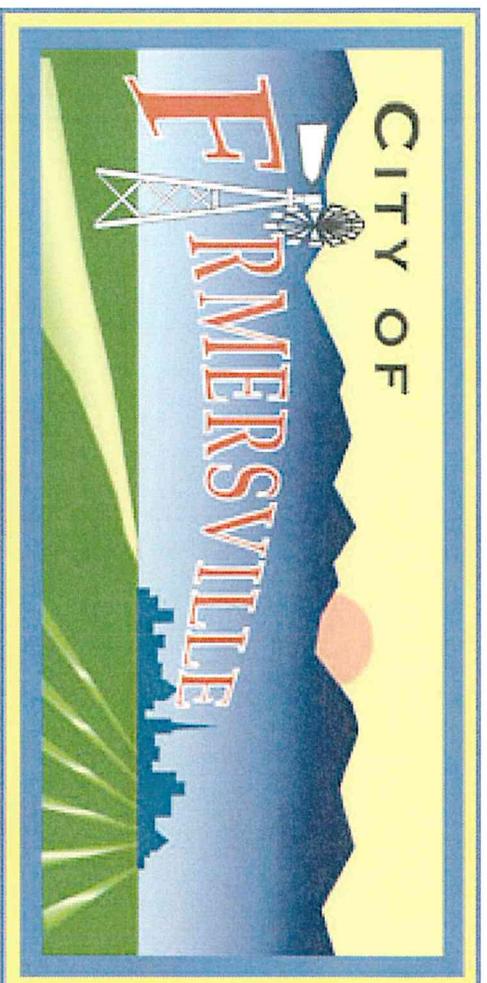
Storm Response Procedure

COST RECOVERY DOCUMENTATION

Due to the nature of disaster assistance programs at State & Federal levels, it is imperative that all personnel keep detailed records of their activities during a major emergency or disaster. The documentation required for successful cost recovery is considerably more burdensome than the day-to-day documentation performed by any City department. Failure to provide adequate detail for cost reimbursement may result in the City's loss of disaster assistance funds, creating a significant financial exposure for the City.

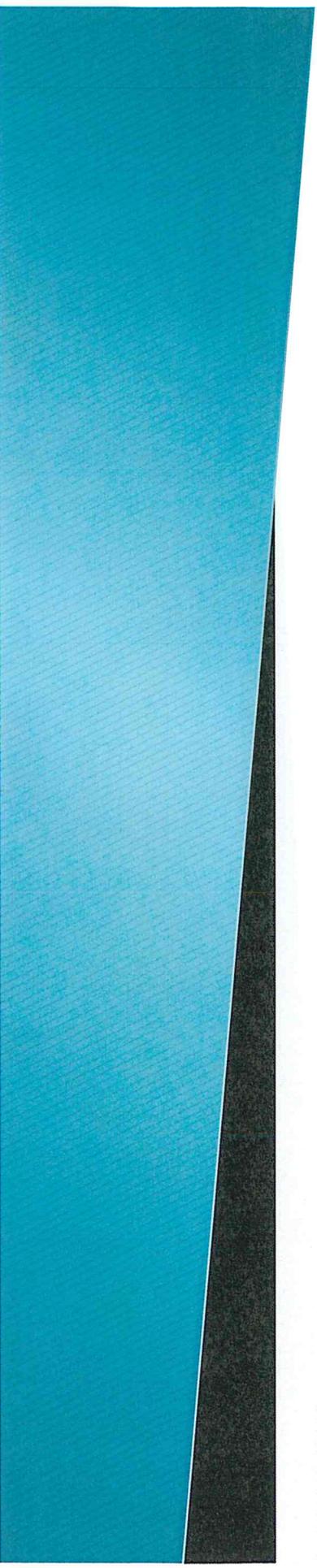
The following table depicts specific details that should be captured in supplemental documentation, to augment (but not replace) any documents already generated by City personnel.

Subject	Metrics
Tracking Number	<u>Every page of every document</u> should be marked with the disaster tracking number (e.g. F-01)
Personnel	Employee Name, ID, Department, Classification, FLSA Status, Pay Rate
Timekeeping	Hours worked, overtime vs. regular time designation for each activity
Vehicle	Type of vehicle, vehicle identifiers, detailed breakdown of use by time, activity, locations, and mileage
Activities Performed	Detail of activities performed, whether each was a routine or emergency duty, and location(s) where each was performed



City of Farmersville

Storm Response Procedure



Storm Response Phases

- ▶ Phase 1: Seasonal Preparedness
 - Activation/Deactivation
 - Assessment & Preparedness Activities
 - Pre-Positioning of Resources
- ▶ Phase 2: Increased Readiness / Initial Response
 - Activation (Increased Assessment & Readiness)
 - Personnel & Equipment Preparedness
 - Field Response as Needed (Police, Fire, Public Works)
- ▶ Phase 3: Extended Response
 - Situation/Resource Status/Coordination
 - Reinforced Response Activities
 - Cost Recovery Documentation



Phase 1 : Seasonal Preparedness

- ▶ Activation:
 - Begins November 1st, unless an earlier time is deemed appropriate by the City Manager.
- ▶ Deactivation:
 - Typically done on May 1st unless conditions dictate otherwise.
- ▶ Resources:
 - Inventory of sand stockpiles and sandbags. Prepositioning of resources at deployment sites.
 - Assess city facilities and infrastructure.
- ▶ Coordination:
 - Maintain communications between all departments, monitor and disseminate OES/NWS information.



Phase 2: Increased Readiness / Initial Response

▶ Activation: Increased Readiness

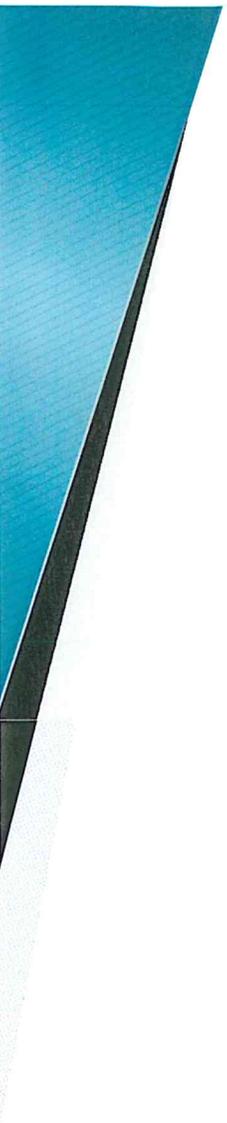
- Actions taken in advance of major storms/series of storms.
- Check the status of and remove debris from storm drains, creeks, bridges, etc...

▶ Activation: Initial Response

- Confirm operational readiness of personnel, equipment, and supplies.
- Activate staffing patterns and respond to incident accordingly.

▶ Coordination:

- Provide public information as needed.
- Maintain communications between departments.
- Document responses and supplies used.



Phase 3: Extended Response

▶ Activation:

- Occurs during prolonged, large-scale weather-induced incidents with widespread impacts.

▶ Reinforced Response:

- Utilize mutual-aid as necessary to augment city depts.
- Emergency Services Coordinator interfaces with OES.
- City Manager provides emergency public information as needed, may activate the EOC.
- City Council may proclaim/declare local state of emergency.

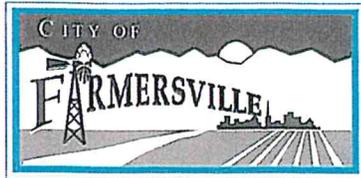
▶ Cost Recovery Documentation:

- Detailed records of activities during incidents will be maintained for purposes of cost recovery should State or Federal disaster declarations occur.



ATTACHMENT 5

Minutes of November 9, 2015 City Council Meeting verifies approval of Storm Preparedness Plan



MINUTES

Farmersville City Council Regular Meeting Monday, November 9, 2015 • 7:00 p.m.

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

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

1. Call to Order

Called meeting to order in Memory of Mr. Larry Miller, former Farmersville Mayor and City Councilmember at 7:00 PM.

2. Roll Call

Present: G. Gomez, P. Boyer, D. Rowlett, M. Sisk, L. Benavides, G. Maldonado (Youth Councilmember)

3. Invocation

Led by Councilmember L. Benavides.

4. Pledge of Allegiance

Led by Mayor G. Gomez.

5. Work/Study Sessions (when requested)

6. Presentations

6.1 Groundwater Sustainability Act of 2014 and Agency Formation.

Mr. Mark Larson is presenting from Kaweah Delta Water Conservation District about the 2014 Groundwater Sustainability Act and Agency Formation via power point.

Mayor Pro-Tem P. Boyer commented – so we can be a member of the MOU or an implementing agency, can you talk about the pros and cons of those?

Discussion ensues...

City Manager J. Jansons commented – it is an option that Council provide direction to staff to do an MOU or if that is a little premature we can do something else.

Mayor Pro-Tem P. Boyer commented – I think we should consider it, maybe putting it on the agenda for next meeting.

Mayor G. Gomez commented– I think if there is something that involves the helping of people we should take a look at it.

7. Public Comment (Matters not on Current Agenda)

Billie Shawl, resident of Visalia – presenting information about the Tulare County Child Abuse Prevention Councils programs. I am intending to come back next month to give a written report on the status of child abuse prevention. We will provide information in English and Spanish. We are buying a child's bench, made out of granite, dedicated to the well-being of all children. You will be the first city that takes this step. I offer we have a reception afterward the meeting, if possible.

8. Consent Agenda

Consent Agenda items are considered items that are of a routine and non-controversial nature. Under a CONSENT AGENDA category, a recommendation is presented for each item, and all items on the Consent Agenda can be approved as a group with a motion, second and majority vote of the Council. Any Council Member, Member of the Public or staff may ask to remove any item from the CONSENT AGENDA in order to discuss and/or change the recommended course of action by an individual vote on that item. The remainder of the Consent Agenda, exclusive of any removed items, may be approved by a single vote of the Council.

8.1 Minutes

8.11 Warrants

A motion to approve the Minutes with amendments shared (clarification and/or typographical error) was made by Mayor Pro-Tem P. Boyer. Second was made by Councilmember L. Benavides. Motion was carried with a vote of 5-0-0.

Ayes: G. Gomez, P. Boyer, D. Rowlett, M. Sisk, L. Benavides

9. Public Hearings (when scheduled)

10. Old Business Items – (tabled from prior meeting(s)).

11. Discussion Action Items (New Business)

11.1 Recommendation to adopt City Council Resolutions 2015-042,43,44 and 2015-045 approving supplemental agreements with Tulare County Association of Governments for Measure "R" funded transportation projects.

A.

- 1. Resolution 2015-042: Finance Director S. Huntley presenting - approving supplemental agreements with Tulare County Association of Governments for Measure R Funded Transportation Projects, North Farmersville Blvd. widening and improvements.*

Discussion ensues.

Motion to adopt Resolution 2015-042 was made by Councilmember L. Benavides. Second was made by Councilmember M. Sisk.

Motion passes with a vote of 5-0-0.

- 2. Resolution 2015-043: Visalia Road Widening and Improvements.*

Councilmember L. Benavides commented – do any of these project affect the general fund?

Finance Director S. Huntley – No.

Discussion ensues.

Motion to approve Resolution 2015-43 was made by Councilmember M. Sisk. Second was made by Councilmember L. Benavides.

Motion passes with a vote of 5-0-0.

3. Resolution 2015-044: South Farmersville Blvd. Pedestrian Improvements and Bus Turnaround.

Finance Director S. Huntley presenting.

Mayor G. Gomez commented – I want to give a thank you to staff for looking at the numbers for these projects.

Motion to approve Resolution 2015-044 was made by Councilmember L. Benavides. Second was made by Councilmember M. Sisk.

Motion passes with a vote of 5-0-0.

4. Resolution 2015-045: West Walnut Ave. Safe Routes to School Project.

Finance Director S. Huntley presenting.

T. McCurdy Public Works Manager with Quad Knopf commented – this was one of Council's primary goals to make a safe crossing, this funding source will allow us to do that.

L. Wallis-Dutra with Quad Knopf commented – there will be medians for safe pedestrian crossing, safety area and striping of lanes to slow people down, safety lighting and the high visibility crosswalks and ramps.

Mayor G. Gomez commented– has any progress been made on Ventura and Walnut in trying to get a sidewalk?

L. Wallis-Dutra with Quad Knopf commented – that is where we are attempting to get a right of way.

Discussion ensues.

Motion to approve Resolution 2015-045 made by Mayor Pro-Tem P. Boyer. Second was made by Mayor G. Gomez.

Motion passes with a vote of 5-0-0.

B. TCAG report

T. McCurdy Public Works Manager with Quad Knopf presenting supplemental agreements for each project via Power Point.

11.11 Fire Department – Storm Preparedness Plan

City Manager J. Jansons – introduces Fire Chief J. Crivello to present.

Fire Chief J. Crivello presenting – The Storm Preparedness Plan deals with 3 phases as shown in our Power Point.

Discussion ensues.

Mayor Pro-Tem P. Boyer inquired about small bank repairs. Can this be put this on for a future agenda item if it isn't too expensive?

City Manager J. Jansons commented – we will put together a short list of banking areas that need rebuilding. We are going to have some simple fixes that are often identified through the course of our work that we can just fix.

A motion to approve the Storm Preparedness Response was made by Councilmember L. Benavides. Second was made by Councilmember M. Sisk.

Motion passes with a of 5-0-0 vote.

12. Council Reports:

12.1 Mayor and City Councilmember Reports

Councilmember L. Benavides commented – the Air Quality Control City Selection Committee is missing on the Organizations and Committees sheet, Mayor is the alternate

Councilmember L. Benavides commented about his meetings this month. The 31st was an awesome time at our church with the city coming together, we gave away 1,000 prizes, we had to close the gate there were so many people. One good thing, we had no incidences at all. I appreciate Police Department's help and the City Manager bringing his little one by.

Mayor G. Gomez commented – two awards we received (passing them around). Thank you Tom McCurdy for putting in the word for Cameron Creek. Also, the City Manager and I went to Fresno for American Public Works Association (APWA), Central California Chapter meeting. Jill Mohler from Blaze and Associates was there helping to share about the grant writing process. Farmersville was well known and they were excited to speak about our experience. The next morning we were up in Fresno getting that award.

13. City Manager Report:

City Manager J. Jansons commented - welcome back Miss Maldonado our Honorary Youth Councilmember. Each department head took an hour out of their schedules to introduce themselves to her. Thank you for acclimating her as our new student representative to the City of Farmersville.

Thank you to our staff who participated in the Battle of the Badges and donating blood. The event goes until 8pm so maybe you can catch that on your way out tonight.

Patricia and I are working on the Delta Vector Control District Recruitment, identifying potential representatives, we will keep you posted on status.

We have teams from Mid Valley Recycle in the fields looking in the garbage and recycling cans, doing inspections if you will, seeing if people/neighbors are cross contaminating. Just wanted to give everyone a heads up so you don't think just anyone is rummaging through your trash.

SCE has contacted us, our new government representative is Mr. Rudy Gonzales. If you want his contact information please contact either me or Patricia.

The City of Farmersville will hold a small but successful Veterans Day Event at 10:30am on Wednesday, November 11, 2015. We are opening the church museum to ring the bell, at 11am, 11 times. I encourage you all to come out. A nice tribute to our Veterans.

I will be in Southern California this week at a City Manager Training, Friday-Sunday. Chief Krstic will be acting City Manager in my absence.

City Manager J. Jansons commented – just as a reminder, we only have one meeting scheduled for December on the 14th.

I will conclude by saying Thank you to all our Veteran's for their service and I wish everyone a great Thanksgiving holiday with your family and friends.

14. City Attorney Announcement of Closed Session (when scheduled)

15. Future Agenda Items

16. Adjourn to Closed Session or Adjourn to Next Meeting

8:35pm

17. Reconvene to "Report Out" of Closed Session and Adjournment

CONFERENCE WITH LABOR NEGOTIATOR(S) (Government Code § 54957.6). It is the intention of this governing body to meet in closed-session to review its position and to instruct its designated representatives:

Designated representatives: City Attorney, Name of employee organization: Teamsters Local 517 / Farmersville Fire Dept. Officers.

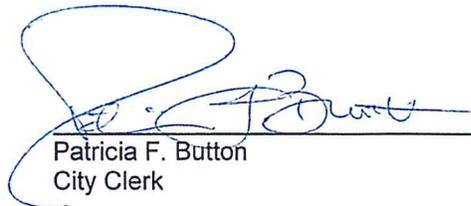
City's Labor Negotiator, Mike Farley, gave the Council an update on negotiations, with no reportable action.

ATTEST:

Gregorio Gomez
Mayor



Patricia F. Button
City Clerk



ATTACHMENT 6

The November 16, 2015 City Council Newsletter highlights progress on implementing the Storm Preparedness Plan including signage for Sand Bag stations throughout the City,

City Council Newsletter / Update #8
November 16, 2015

City Manager:

- Thank you to all who were able to attend our City Veteran's Day event. From the community support and participation we received in our first year, this certainly has the potential to grow in to an annual, signature event.
- We are moving forward with the Public Works Director's recommendation and I have authorized the hiring of a new Public Works maintenance worker. New employee is expected to start before the end of the calendar year.
- Mid Valley Disposal has invited you to their annual holiday luncheon on Thursday, December 10th from 12 Noon to 2 pm at the Harris Ranch Inn and Restaurant located at CA 198 and I-5 in Coalinga. Please confirm or RSVP to Patricia so she can reply with the list of Farmersville representatives attending.
- Staff is tentatively scheduling a meeting of the Recreation Committee in December to restart this City Standing committee.
- City Clerk to conduct a recruitment for a Delta Vector Control District representative and will bring forward nominations to the Council at future meeting.

Engineering:

- Waste Water Treatment Plant: Staff is currently incorporating both USDA and SRF required language in the contract documents and finalizing project bid documents.
- North Farmersville Widening: Quad Knopf will coordinate with Omni-Means to obtain a revised agreement to present to Council for consideration on December 14, 2015.
- Street and Drainage Improvements (Costner area): were approved by the Council on Sept 28th and the project was advertised on October 30th and bids are due on December 1.
- Sports Park: City has received Contract documents from MAC General Engineer and following execution of all documents, will issue a Notice to proceed as soon as possible.

Finance Department

- Field work for our audit completed on Friday 11/6/2015. The audit appears to have gone very well and it is reported to us by our auditors that they anticipate issuing an unmodified opinion (the highest opinion granted) and we should be without any

findings. This is outstanding and represents a lot of hard work by staff over the last couple of years to achieve this tremendous accomplishment.

- Finance Staff is in the final stages in the decision process for City banking transition. Once the decision has been made we can then move forward to the process of moving all revenue and expense processing to the new institution.

Fire Department

Personnel:

- The 6 new volunteer firefighters have begun their training academy which is being conducted 8 hours each day on weekends. The Chief and Company Officers have been putting in extra time along with several volunteer firefighters who have been dedicating many hours. The new recruits are receiving quality training to meet CalOSHA requirements. It is good to see all personnel welcoming the new members and coming together as a cohesive unit under leadership.
- Lieutenant Thomas is attending a 32 Hour Company Officer Command College this week in Fresno. It is being conducted by the Cal Chiefs Training Officers Section as one of many classes at the symposium held downtown each year.

In the Community:

- Several FFD members gave blood at the Battle of the Badges Blood Drive.
- Capt. Self, Firefighter Crivello and Recruit Firefighter Rangel staffed apparatus and attended the Memorial Bell Tolling Event on Veterans Day.
- Chief Crivello who is a Senior Instructor for State Fire Training was asked to assist with putting on a house burn for the City of Tulare Fire Department on Sunday. Volunteer Firefighter Brandon Saefong attended as a student along with other fire personnel from Kings, Tulare, and Fresno County fire agencies.

Operations:

- Fire Inspections of Business and Assembly Occupancies are continuing.
- The Safety training topic covered structural collapse rescue.
- Personnel have been busy purchasing the Volunteer Fire Assistance Act (VFA) grant funded pagers and other equipment.
- Chief Crivello attended the Tulare/Kings Counties Chief Association and Training Officers Association meetings last week.

Planning:

- Planning Commission meeting set for Wednesday November 18 at 6:00 pm.
- Planning staff attended the preview and training session for the Quad Knopf GIS system which will greatly improve our city wide information data base and improve customer service.

Police Department

- FPD has been notified that we have once again won the Battle of the Badges Blood Drive for small agencies with 41 donations (in the cold and rain). Sgt. Vasquez did a great job coordinating this event as well as Officers Barklow who supervised the Explorers for the event and Officer Mendez who provided his services as a DJ. It was a great team effort and we look forward to next year.
- The K9 Association had a successful fund raising event bringing in around \$3000. This combined with what they had in their K9 fund allows them to cover the cost of the purchase of a new narcotics detection dog and training for Officer Hettick. The new K9, an English Springer Spaniel, will begin training with Officer Hettick immediately and should be in service at our schools by January.
- Officers had Defensive Tactics Training last week. Training went well and is now part of the department's regular schedule of training taking place every other month. Range training takes place on the opposite months as well as other individualized training that is scheduled on an as needed and as available basis.

Public Works

- Red curb painting underway throughout the city. The majority of the neighborhood north of Walnut is completed.
- We have been working to remove tree branches restricting signage throughout the City. If anyone does locate a block sign, please contact our department.
- While we prepare for El Nino, we could not neglect our annual freeze protection of city water distribution system, including backflow prevention device, faucets, exposed water lines at our well sites, etc.
- Informational signs are on order for the Sand Bag Stations located throughout town to replace the temporary ones installed at the start of the program.
- Water Conservation results for October achieved a 30% reduction in usage. As we enter the winter months, conservation numbers are likely to decline due to rain, moisture retention and the lack of need to irrigate in cooler weather.
- **Another reminder:** watering is only to take place one day per week.
Odd numbered addresses – Saturday. Even numbered addresses - Sunday.

END

ATTACHMENT 7

The November 30, 2015 City Council Newsletter highlights on-going work to clear debris from creek-ways and specifically debris collected under bridges in the City,

City Council Newsletter / Update #9

November 30, 2015

City Manager:

- I hope everyone had a great Thanksgiving Holiday. I wish to thank the Farmersville Police Explorer Post #830 for hosting a terrific holiday meal for all City employees. Special thanks to Sgt. Ralph Vasquez for his guidance and leadership with the great young people in our community.
- Be sure to attend the Holiday Tree lighting ceremony on Friday, December 4th at 6:00pm. This annual event, produced by the Farmersville Kiwanis Club, unites Farmersville residents, families and visitors to get everyone into the holiday spirit. Special thanks to the Public Works Dept. for assisting with the tree decorations.
- Reminder: only one City Council meeting is scheduled for Dec. on the 14th. Second meeting may be held if City business matters dictate.
- Reminder: I will be out of the Office Dec. 14th through Dec. 18th. I will be out of the area Dec 12 through the Dec 20th and Police Chief Krstic will be Acting City Manager in my absence and will deliver the Dec. 14th City Council meeting.
- Tulare Kings Hispanic Chamber of Commerce Open House is this Thursday, Dec 3rd from 5 to 7 pm at 1100 West Main Street, Visalia. Check your email for an invitation.
- Mid Valley Disposal is hosting the 2015 recycling luncheon and you are invited! Check your e-mail for an invitation from Patricia and let us know if you plan to attend. Thursday, Dec 10, 12-2pm at Harris Ranch Inn Ballroom (CA198 and I-5).
- Oversight Board to the former dissolved Farmersville Redevelopment Agency (RDA) met on November 30 and approved submission of draft Long Range Property Management Plan (LRPMP) to the State of CA, Department of Finance for review. The LRPMP approval is one of the final steps in RDA dissolution leading up to a Finding of Completion.
- The City has issued a Press Release, posted notice to the website and to the new Facebook page regarding the pending Farmersville Blvd. Overpass/Bridge closure over CA Highway 198 beginning Dec 7, 2015. The closure is expected to run through March 31, 2016.
- I recently contacted Wal-Mart about their interest in Farmersville. While the real estate division representatives know us and our sites, they are not planning any

pursuit of development in our city for either a Supercenter or a Neighborhood Grocery. I will continue to check in periodically with them to see if their Tulare County expansion plans change in our favor.

- Staff is preparing a letter to go out to residents in the Sierra Woods sub-division north of Walnut (Mathew, Greg and June Streets) about homeowner's responsibility to maintain, prune and trim street trees. I have directed City crews to trim and prune as needed to reduce the amount of overgrown limbs that interfere with pedestrians, vehicles, fire trucks and service vehicles in the absence of residents either knowing their responsibilities or being willing to perform them. In future, residents may be cited for failure to abide by property maintenance standards codified by Farmersville Municipal Code 8.16.

Engineering:

- North Farmersville Widening: Quad Knopf will coordinate with Omni-Means to obtain a revised agreement to present to Council for consideration on December 14, 2015.
- Street and Drainage Improvements (Costner area): were approved by the Council on Sept 28th and the project was advertised on October 30th and bids are due on December 1.
- Sports Park: City has received Contract documents from MAC General Engineer and following execution of all documents, will issue a Notice to Proceed as soon as possible.

Finance Department:

- The Director of Finance has made a recommendation to the City Manager with regard to finding a new banking services provider.
- Finance staff is gearing up for several grants to start shortly. This includes but is not limited to:
 - The Urban Streams Restoration Program Grant,
 - The Water Energy Grant, and
 - The Cal-Fire Urban Forestry Grant.

The addition of these new projects will test Finance Department's capacity in handling all the invoicing and reporting for active and new projects that the City has underway.

- Credit Card payments taken by phone, website, and in person are now holding steady at about 6.5% of all users. This is right on target with expectations given

from the card processing vendor. This continues to be an additional payment option for our residents at no cost to the City and has also reduced billing issues in regard to bad checks written for utility payments.

Fire Department:

Volunteers:

- Volunteer Fire Company Holiday Potluck dinner is Monday, Dec. 7th at 6:00 p.m. at City Hall in the Council Chambers. All are welcome to attend, meet our volunteers and pass along your holiday thanks for all they do throughout the year in our community.

Personnel:

- The six new volunteer firefighters have completed their 40 hour training academy and are being issued pagers. A few more volunteer applications have been received too.
- Kyle Crivello was promoted to the position of Engineer after completing various pumping and ladder evolutions. Kyle has been in the fire service for three years and is state certified as a Firefighter I/II, and EMT. This process is a long one that includes state fire training courses in Emergency Vehicle and Pump Operations and a DMV test for the firefighter endorsement.
- Lieutenant Thomas and Engineer Crivello completed a 32 Hour Company Officer Command College last week in Fresno.

In the Community:

- The FFD will be delivering Santa Claus at the Christmas Tree Lighting ceremony. In addition Truck 83 will participate in the Exeter Parade the same night. The members look forward to these winter events.
- Chief Crivello attended the meeting of the Exeter Ambulance District last week. It appears that their financial condition has improved since terminating a contract and bringing management and billing back in house. The service level with 2 staffed ambulances is expected to be maintained.
- Chief Crivello has been asked to serve on a City of Visalia Battalion Chief Oral Interview Panel on November 30th.

Operations:

- Company Drill topic was handling 2 ½" hose lines (Dry Drills) 18 personnel attended.

Planning:

- Next Planning Commission meeting is Wednesday, December 16 at 6:00 pm with a Public Hearing scheduled for a Verizon cell tower project.
- Planning staff is working with a prospective business on Farmersville Blvd, to address Downtown Zoning requirements and compatibility for the proposed use which is currently prohibited (automotive repair).
- Planning staff also met with the owners of property along 900 W. Visalia Rd once slated for construction of a new church. The church project remains uncertain and representatives of the congregation were contacted by staff to discuss development options since they recently offered it for sale. Zoned commercial, the property has many potential uses, but no specific proposal has been presented yet.

Police Department

- Holiday weekend activity was light, but two significant incidents to report:
 - 1) Three guns were taken off the street after responding to a call of person shooting into the air Friday evening. No one was reported injured.
 - 2) One DUI arrest on Saturday night.

Public Works

- Red curb painting throughout the city is continuing as anticipated.
- In addition to red curb painting, crews have begun painting city-owned handicap parking stalls.
- **More Storm Preparedness: Public Works crews, along with the temporary workers from Proteus have begun cleaning Deep Creek canal. Starting focus is to clear out under the bridges removing the debris that could cause flooding.**
- New Public Works employee is scheduled to start December 7th.
- Public Works assisted in decorating the Holiday Tree at Veterans' Park for the Dec. 4th lighting.

**Another reminder: watering is only to take place one day per week.
Odd numbered addresses – Saturday. Even numbered addresses - Sunday.**

END

ATTACHMENT 8

The December 22, 2015 City Council Newsletter details on-gong effort to maintain storm drains, perform debris removal from creek-ways and emergency repairs of failing ditch/ creek-bank due to improper run off form adjacent property,

City Council Newsletter / Update #10

December 22, 2015

City Manager:

- Thanks to Chief Krstic for covering the December 14 Council meeting, which I understand went very well. If you wish to follow-up with me on any of those items, please let me know and I will contact you to discuss.
- The City of Farmersville staff Christmas luncheon is Wednesday, December 23 at 12:00 noon. You are warmly welcome to drop by and share in our celebration of the holidays.
- As you know, a special Oversight Board meeting is scheduled for Monday, December 28 to consider revisions to the draft long range property management plan submitted to the State of CA Dept. of Finance. DOF preliminary response to our plan is to allow the properties on Front Street (historic church museum, event center and fire station property) to be transferred to the City for continued public purpose use, while they are leaning toward ordering the sale of the property adjacent to the bus stop pull out on Visalia Road with the eventual proceeds to be returned to the County for distribution to the taxing entities. More on this situation soon as it evolves.
- Council member Matt Sisk, submitted his resignation from the **Planning Commission** as the City Council liaison. At the January 11, 2016 City Council meeting, City Council may choose to appoint a new Councilmember to serve on the Planning Commission and serve as Council liaison and/ or authorize recruitment of new Planning Commission member(s).
- Oversight Board to the former dissolved Farmersville Redevelopment Agency (RDA) met on November 30 and approved submission of draft Long Range Property Management Plan (LRPMP) to the State of CA, Department of Finance for review. The LRPMP approval is one of the final steps in RDA dissolution leading up to a Finding of Completion.
- Staff has learned that the Farmersville Unified School District Board has placed the Superintendent on administrative leave. No details regarding this action have been released as it pertains to a confidential personnel matter. Should staff obtain more information, we will update the Council accordingly.

Engineering:

- North Farmersville Widening: Quad Knopf will coordinate with Omni-Means to obtain a revised agreement to present to Council for consideration in January.

- Sports Park: City anticipates construction to begin the week of January 3rd.
- Quad staff has assisted the City with application for a new street sweeper truck to replace our old obsolete unit.

Fire Department:

Personnel:

- Vol. FF Santiago Ramos has begun working at the fire department as a Proteus Drought Relief employee. Santiago (Formerly of Farmersville) is actually an out of work Farm worker. Hard times necessitated relocating to Visalia and moving in with family. Santiago is a hard worker and is interested in making emergency services a career. He graduated from the COS Fire Academy last June and has just completed the Emergency Medical Technician course. The fire department is excited to continue to utilize these jobs programs to boost staffing for emergencies during volunteer lean working hours and benefit the city, its residents and the program participants themselves.
- The Farmersville Volunteer Fire Company held its December Business meeting and Christmas potluck on December 7th. A new slate of officers was elected for 2016. Ruben Farias, President. Dereck Marquez, Vice President, Cathy Blewster, Secretary. Chasen Hayashi, Treasurer, and Bart Buhlert, Sgt. at Arms.
- Vol. Lieutenant Doug Stewart was recognized as a Certified Chief Officer by the State Board of Fire Services. This distinction comes from completing 10 one week State Fire Marshal command and management courses in addition to having a relevant college degree and meeting experience requirements. This is the next level above certified fire officer which also required 10 weeks of courses above certified firefighter.

In the Community:

- Department members participated in the Christmas Tree Lighting ceremony on the 4th with a grand turnout of 20 personnel. In addition that same night 5 members were in the Exeter Parade on the FFD Ladder Truck. It is good to see all career and volunteer personnel attending such events and working together irrespective of on or off duty status.
- Several FFD members assisted with the Kiwanis Holiday Food Distribution event at Hester School on the 11th and 12th.
- Vol. Firefighter Mike Farias was recognized as Firefighter of the Year at the PTO Christmas Tree Auction. Several personnel attended in support of Mike and his 14 years of service to our community.

Operations:

- Fire & Life Safety Inspections of Business and Assembly Occupancies are continuing.
- Personnel attended and witnessed Fire Drills at Freedom Elementary School and the Farmersville Child Care Center.
- Chief Crivello hosted the Tulare/Kings Counties Chief Association meeting last week. We provided Subway sandwiches that everyone enjoyed. Chief Doug Mc Bee from the Visalia Fire Dept. will be the President for next year.

Planning:

- Next Planning Commission meeting is Wednesday, January 20 at 6:00 pm.
- City Staff recently approve plans for an investment in solar panel covered carports for Family Health Care Network at their Farmersville Blvd Offices.

Police Department

- Police Explorers and Dept. staff have once again assisted local needy families with their “secret Santa” program.
- The Dept. reports an arrest for drug sales occurring in one of the local bars/nightclubs by bar employees. PD will refer this on to the DA and State ABC, which may result in conviction and /or license suspension or revocation.

Public Works

- The Water Board is proposing that the existing 25% conservation standard, with very minor changes, be extended into the fall of 2016. The League and its member cities may provide comments before Jan 6th.
- PW assisted O’Riley’ Auto Parts with a drainage issue which has undermined the People’s Ditch bank/ levee adjacent to their store. O’Riley’s will cooperate with Peoples Ditch to correct their site drainage and to repair the creek bank.
- Work is finished cleaning the inside of deep creek canal. The Dept. filled three 40 yard dumpsters with debris from the canal.
- Juan Gomez the newest employee in Public Works staff began work on Dec 7th.
- Leaves are a big problem this time of the year. With the help of all the Proteus workers, we keeping up with this seasonal demand on our crews.
- Also with the help of the Proteus workers, we have begun working on cleaning the alleyways throughout the City. If you know of an area that needs attention, please let us know.

END

ATTACHMENT 9

The City prepared and distributed and publicized “Flood Safety Tips” information sheet to emphasis hazard mitigation, and El Nino preparedness.

City of Farmersville

Flood safety and cleanup tips

In response to flash flooding predicted for the area, the nonprofit Federal Alliance for Safe Homes ([FLASH](#))[®] offers the following flood safety and cleanup tips for families.

1. Avoid flooded areas or those with rapid water flow. **Do not** attempt to cross a flowing stream. It takes only six inches of fast flowing water to sweep you off your feet.
2. Don't allow children to play near high water, storm drains or ditches. Hidden dangers could lie beneath the water.
3. Flooded roads could have significant damage hidden by floodwaters. Remember, ["Turn Around, Don't Drown!"](#) **Never drive through floodwaters or on flooded roads.** Water only two feet deep can float away most automobiles.
4. Do not camp or park your vehicle along streams and washes, particularly when threatening conditions exist.
5. Be especially cautious at night when it is harder to see flooded roads.



After the Flood: Structural Considerations

6. Outside
 - Check for building stability before entry – sticking doors at the top may indicate a ceiling at risk of collapse.
 - Check foundation for any loose or missing blocks, bricks, stones or mortar.
7. Inside
 - Assess stability of plaster and drywall – any bulging or swelling ceilings indicate damage that should be removed. Press upward on drywall ceilings. If nail heads appear, drywall will need to be re-nailed but can be saved.

- To prevent warping of wooden doors, remove, and disinfect all knobs and hardware, and lay flat and allow to air dry completely.
- Remove wet drywall and insulation well above the high water mark.

After the Flood: Insurance Tips

8. Take extensive photos and video for insurance claims. Only flood insurance typically covers damage from floods.
9. Remove damaged items from the home. If you need evidence of damage, save swatches (carpet, curtains, etc.) for your insurance adjuster

After the Flood: [Mold](#) & General Clean Up

10. Wash and disinfect all surfaces, including cupboard interiors with a solution of 1/2 cup bleach to two gallons of water. Remove sliding doors and windows before cleaning and disinfect the sliders and the tracks.
11. Clean and disinfect concrete surfaces using a mixture of TSP (trisodium phosphate) and water. Mix according to manufacturer's directions and apply to entire surface.
12. Liquid cleaners can remove mud, silt, and greasy deposits. Liquid detergents work on washable textiles. Use diluted bleach if item is safe for bleach.
13. The [National Archives](#) has information on how to clean up your family treasures. Although it may be difficult to throw certain items away, especially those with sentimental value, experts recommend that if you can't clean it, you should dispose of it, especially if it has come into contact with water that may contain sewage

After the Flood: Home air quality considerations and mold prevention

14. Clean and disinfect heating, air conditioning, and ventilation ducts before use to avoid spread of airborne germs and mold spores.
15. Use fans and allow in sunlight to dry out interior spaces.
16. To avoid growth of microorganisms, household items should be dried completely before they are brought back in the house. Although the drying process can take a long time, homeowners should be patient because it is necessary to keep a home's air quality healthy. Some household items may take longer than others to dry, such as upholstered furniture and carpets.
17. Remove wallpaper and coverings that came into contact with floodwaters. Don't repaint or repair until drying is complete and humidity levels in the home have dropped.

To learn more about how much flooding can cost you check out this [cost of flooding tool](#) provided by FloodSmart. For information on floodproofing your home, visit [FLASH](#) or [FEMA](#).

ATTACHMENT 10

Staff used the City Website, Facebook page, and public literature rack(s) to highlight and disseminate information about Flood Safety, Storm Preparedness, and Sand Bag Filling Stations in both English and Spanish.



**FOR EMERGENCY USE ONLY
SAND BAG FILLING STATION**

For Sand Bags, Contact:
City of Farmersville
Public Works Department

**SÓLO PARA USO DE EMERGENCIA
ESTACIÓN PARA LLENAR SACOS
DE ARENA**

Para sacos Contacte:
El Departamento de Obras Publicas
de la Ciudad de Farmersville

(559) 747-3330



CITY OF FARMERSVILLE

**FOR EMERGENCY USE ONLY
SAND BAG FILLING STATION**
For Sand Bags, Contact:
City of Farmersville
Public Works Department

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ESTACIÓN PARA LLENAR SACOS
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