



City Council Regular Meeting

**January 10, 2017
MINUTES**

COUNCIL MEMBERS PRESENT:

Reynosa, Launer, Harness, Thusu, Morales

COUNCIL MEMBERS ABSENT:

None.

STAFF MEMBERS PRESENT:

Barkley, Doyle, Hernandez, Hurtado, James, Jenner, Patlan, Popovich, Sanchez

1. OPENING CEREMONIES

1.1. Welcome and Call to Order

The meeting was called to order at 6:30 pm.

1.2. Invocation

The invocation was led by Chaplain Garcia.

1.3. Pledge of Allegiance

The flag salute was led by Mayor Harness.

2. AGENDA CHANGES OR DELETIONS

To better accommodate members of the public or convenience in the order of presentation, items on the agenda may not be presented or acted upon in the order listed. Additions to Agenda may be added only pursuant to California Government Code section 54956.8.

City Manager Patlan requested that the order of items 9.2. and 9.3. on the agenda be interchanged.

3. PRESENTATIONS/CEREMONIAL MATTERS

3.1. Certificate of Recognition Presented to Dinuba 4-H Club for Downtown Christmas Decorative Lighting

Mayor Harness presented a certificate of recognition to the 4-H Club for their contribution to the Chamber of Commerce downtown Christmas lighting display last month.

3.2. Presentation of Plaque to Chris Kapheim, Alta Irrigation District Retiree

Mayor Harness presented a plaque to Chris Kapheim, former Executive Director

of Alta Irrigation District, recognizing 33 years of service to the District.

Council Members thanked Kapheim for many years of service.

Kapheim graciously accepted the plaque and thanked the council for the recognition.

4. REQUEST TO ADDRESS COUNCIL

This portion of the meeting is reserved for any person who would like to address the Council on any item that is not on the agenda. Please be advised that State law does not allow the City Council to discuss or take any action on any issue not on the agenda. The City Council may direct staff to follow up on such item(s). Speakers may be limited to three (3) minutes. If there is any person wishing to address the City Council at this time please approach the podium and state your name and nature of the request.

None were brought forward.

5. NEW EMPLOYEES AND PROMOTIONS

5.1. Edgar Aguayo, Full Time Police Officer (DP)

Police Officer Edgar Aguayo was introduced to the City Council as a new employee by Chief Popovich.

Mayor Harness administered the oath of office to Officer Aguayo. Aguayo's wife pinned the badge on his uniform.

Mayor Harness declared a brief break at 6:47 pm.

Mayor Harness reconvened the meeting at 6:56 p.m.

6. CONSENT CALENDAR

Matters listed under the Consent Calendar are considered routine and will be enacted by one motion and one vote. There will be no separate discussion of these items. If discussion is desired, a member of the audience or a Council Member may request an item be removed from the Consent Calendar and it will be considered separately.

6.1. SUBJECT

Notice of Completion – College Park Recreation Center Heating, Ventilation and Air Conditioning (HVAC) System Replacement (BB)

RECOMMENDATION

Council to accept the subject Project as complete and authorize the Building Official to file a Notice of Completion.

6.2. SUBJECT

Historic Preservation Commission Meeting Minutes, November 14, 2016 (CrC)

RECOMMENDATION

Council to accept the approved meeting minutes of the Historic Preservation Commission.

6.3. SUBJECT

Debt Management Policy (CS)

RECOMMENDATION

The City Council to adopt the Debt Management Policy, which satisfies the requirements of Senate Bill 1029.

6.4. SUBJECT

Planning Commission Meeting Minutes, November 1, 2016 (BB)

RECOMMENDATION

Council to accept the approved meeting minutes of the Planning Commission.

6.5. SUBJECT

Approval of City Council and Successor Agency Meeting Minutes, December 13, 2016 (LB)

RECOMMENDATION

Council review and approve draft meeting minutes of December 13, 2016.

A motion was made by Council Member Morales, second by Vice Mayor Thusu, to approve the Consent Calendar as presented.

Ayes: Harness, Launer, Morales, Reynosa, Thusu

7. WARRANT REGISTER

7.1. SUBJECT

Approval of Warrant Register December 16, 30, 2016; January 6, 2017 (CS)

RECOMMENDATION

Council to review and approve warrants as presented.

A motion was made by Vice Mayor Thusu, second by Council Member Morales, to approve the Warrant Register as presented.

Ayes: Harness, Launer, Morales, Reynosa, Thusu

8. PUBLIC HEARING

8.1. SUBJECT

Ordinance No. 2017-01 adding Chapter 9.18 to Title 9, Regarding Abatement of Hazardous Weeds and Rubbish (CT)

RECOMMENDATION

Council introduce, read title and waive reading in full, and open a public hearing to accept testimony regarding the adoption of Ordinance no. 2017-01 adding Chapter 9.18 to Title 9 of the Dinuba Municipal Code relating to the abatement of weed and rubbish hazards on properties within the City of Dinuba.

Battalion Chief Doyle presented the information regarding the Weed Abatement Ordinance.

Mayor opened the hearing for comments. Seeing none, the Mayor closed the hearing.

Battalion Chief Doyle requested that the Council approve the first reading and introduction of the ordinance.

A motion was made by Vice Mayor Thusu, second by Council Member Launer, to approve the first reading and introduction of Ordinance No. 2017-01.

Ayes: Harness, Launer, Morales, Reynosa, Thusu

8.2. SUBJECT

Public Hearing - Development Impact Fee Annual Report for FY 2015/16 (BB)

RECOMMENDATION

Council hold a public hearing, accept public comment regarding the FY 2015/16 Development Impact Fee Annual Report and upon conclusion of the public hearing, file the subject report with the Office of the City Clerk.

Fiscal Analyst Patino presented information in regard to the Development Impact Fee Annual Report.

Mayor Harness opened the hearing for public comment. Seeing none, the Mayor closed the hearing.

Patino requested that the Council accept the report, and direct staff to file it with the City Clerk.

A motion was made by Council Member Morales, second by Council Member Reynosa, to accept the report and have it filed with the City Clerk.

Ayes: Harness, Launer, Morales, Reynosa, Thusu

8.3. SUBJECT

\$6,500,000 Issuance of Tax-Exempt Bonds by the California Statewide Communities Development Authority (CS)

RECOMMENDATION

City Council to adopt Resolution No. 2017-01 (Attachment A) approving the issuance of Bonds by the California Statewide Communities Development Authority not to exceed \$6,500,000, for the benefit of Self Help Enterprises, to provide financing for the acquisition, construction and equipping of a 43-unit multifamily rental housing project generally known as Dinuba Village Apartments.

Interim Finance Sanchez presented information in regard to the issuance of tax-exempt bonds by the California Statewide Communities Development Authority. The bonds if issued, will be applied toward the development of a 43-unit apartment complex that Self-Help Enterprises will develop. Sanchez requested the Mayor open the hearing for public comment.

Council Member Thusu asked how the city will be impacted if the bonds are issued.

Attorney Jenner said there are a limited amount of TEFRA bonds that the City can approve and it may affect future bond issuance.

Mayor Harness opened the hearing.

Betsey McGovern Garcia of Self-Help, was present to thank the council for the opportunity to build the project.

Tim Conklin asked if there are any plans for the public to view or will they be presented to the Planning Commission.

City Manager Patlan reported the project is approved at the staff level because of the zoning allowance.

Patlan said recently new setbacks were adopted and it applies to the new project to assure the setbacks are appropriate.

McGovern-Garcia said a noticing was done and a public meeting was held with little participation from the community.

There being no more comments from the public, Mayor Harness closed the hearing.

Vice Mayor Thusu said he appreciates a business who has spent three years preparing for a project. He said although at a fiduciary level there may be a better way to issue the bonds.

Mayor Harness said he does not believe there is a need for the project. There is a great concentration of units at the site near the school. There are 160 units today and the additional units will increase it to over 300 units. He said this is not the project he wants to see there at this time.

Mayor Harness asked legal counsel if Council is under obligation to approve the bonds.

Attorney Jenner said if the Council has a legitimate reason not to approve the project it can be opposed such as the density concerns.

Mayor Harness expressed concern about the density and proximity to schools as well as the distance to retail.

A motion was made by Vice Mayor Thusu, second by Council Member Morales, to oppose the issuance of the bonds and oppose the adoption of Resolution No. 2017-01.

Ayes: Harness, Morales, Thusu

Nays: Launer, Reynosa

9. DEPARTMENT REPORTS

9.1. SUBJECT

Award Professional Service Contract to Quad Knopf for the East El Monte Way Land Use Strategic Plan (GA)

RECOMMENDATION

Council award a professional services contract to Quad Knopf in the amount of \$49,957 for the preparation of a land use strategic plan for the East El Monte Economic Vitality and Community Sustainability Plan.

Business Manager Avila presented information for a land use strategic plan addressing economic development and retail retention. There were four (4) responses to the Request for Proposals and the selection committee selected Q-K Engineers.

Avila requested that the Council award the professional services contract to Q-K in the amount of \$49,957 for the preparation of a land use strategic plan for the East El Monte Economic Vitality and Community Sustainability Plan.

A motion was made by Vice Mayor Thusu, second by Council Member Morales, to award the professional services contract to Q-K Engineers in the amount of \$49,957 to prepare a land use strategic plan for the East El Monte Economic and Community Sustainability Plan.

Ayes: Harness, Launer, Morales, Reynosa, Thusu

9.2. SUBJECT

Public Safety Memorial Project - Presented by Simon Andrews, Graphic Solutions, Inc. (DJ)

RECOMMENDATION

Council to review and provide input on the proposed Public Safety Memorial designs.

Police Memorial site. Andrews presented information in regard to the Public Safety Memorial conceptual designs for the Council to review and provide input.

The Council reviewed the designs.

No action was taken.

9.3. SUBJECT

Comprehensive Wayfinding Signage Program - Presented by Simon Andrews, Graphic Solutions, Inc. (DJ)

RECOMMENDATION

Council to review and provide input on the proposed Comprehensive Wayfinding Signage designs.

IT Manager James presented information in regard to the comprehensive Wayfinding Signage Program. He introduced Simon Andrews with Graphic Solutions, Inc. who developed the program. He presented a map of the city with proposed signage to the Council.

The Council reviewed the proposed signs and the projected costs.

City Manager Patlan said this sign plan is conceptual at this point and it will be brought back later to finalize. No action is necessary at this time.

9.4. SUBJECT

Resolution No. 2017-02, Historic Preservation Commission Two Year Action Plan – 2017 to 2019 (CrC)

RECOMMENDATION

Council adopts Resolution No. 2017-02 approving the Historic Preservation Commission Two-Year Action Plan for 2017-2019.

Business Manager Avila presented the two-year action plan for the next two years for the Historic Preservation Commission.

Commission Chair Pelayo made himself available to answer questions the Council might have.

Avila requested that the Council approve the two-year action plan proposed by the Historic Preservation Commission.

A motion was made by Council Member Launer, second by Council Member Morales, to approve the two-year action plan proposed by the Historic Preservation Commission.

Ayes: Harness, Launer, Morales, Reynosa, Thusu

9.5. SUBJECT

City of Dinuba's Alternate Appointment to TCAG (LB)

RECOMMENDATION

Council to appoint a Council Member as the City's alternate representative to the Tulare County Association of Governments Board (TCAG).

Deputy City Clerk Barkley presented an item to the City Council requesting that they select an alternate representative to the Tulare County Association of

Governments Board.

Vice Mayor Thusu requested that the Council consider and appoint Council Member Launer as the alternate appointment.

A motion was made by Vice Mayor Thusu, second by Council Member Morales, to appoint Council Member Launer as the alternate to the Tulare County Association of Governments Board.

Ayes: Harness, Launer, Morales, Reynosa, Thusu

10. MAYOR/COUNCIL REPORTS

The Council thanked fire and police staff for their efforts of protecting the citizens during the recent shooting.

11. CITY MANAGER COMMUNICATIONS

City Manager Patlan said he looks forward to working with the Council and staff in 2017.

12. CITY STAFF COMMUNICATIONS

Chief Popovich thanked the Council for their support. Last week was a difficult week but the Officers involved are both doing well.

Mayor Harness adjourned the meeting to closed session at 8:04 pm,.

13. CLOSED SESSION

13.1. Liability Claim (MA)

Pursuant to Government Code Section 54956.95

Claimant(s): Severina and Cassandra Morales

Agency Claimed Against: City of Dinuba

The Council rejected the claim.

13.2. Liability Claim (MA)

Pursuant to Government Code Section 54956.95

Claimant: Alexis Flores

Agency Claimed Against: City of Dinuba.

The Council rejected the claim.

14. ADJOURNMENT

The meeting adjourned at 8:15 pm.



City Council Staff Report

Department: CITY MANAGER'S OFFICE

January 10, 2017

To: Mayor and City Council

From: Mayor Scott Harness

Subject: Certificate of Recognition Presented to Dinuba 4-H Club for Downtown Christmas Decorative Lighting

RECOMMENDATION

Council to present the 4-H Club with a Certificate of Recognition for their winning Christmas decorations in the downtown area.

EXECUTIVE SUMMARY

None.

OUTSTANDING ISSUES

None.

DISCUSSION

None.

FISCAL IMPACT

None.

PUBLIC HEARING

None.



City Council Staff Report

Department: CITY MANAGER'S OFFICE

January 10, 2017

To: Mayor and City Council

From: Scott Harness, Mayor

Subject: Presentation of Plaque to Chris Kapheim, Alta Irrigation District Retiree

RECOMMENDATION

None.

EXECUTIVE SUMMARY

None.

OUTSTANDING ISSUES

None.

DISCUSSION

None.

FISCAL IMPACT

None.

PUBLIC HEARING

None.



City Council Staff Report

Department: POLICE SERVICES

January 10, 2017

To: Mayor and City Council

From: Devon Popovich, Chief of Police

Subject: Edgar Aguayo, Full Time Police Officer (DP)

RECOMMENDATION

Introduction, swearing-in ceremony for new Police Officer Edgar Aguayo

EXECUTIVE SUMMARY

OUTSTANDING ISSUES

DISCUSSION

FISCAL IMPACT

PUBLIC HEARING



City Council Staff Report

Department: ENGINEER/PLANNING

January 10, 2017

To: Mayor and City Council
From: Blanca Beltran, Public Works Director
By: Elva Patino, Fiscal Analyst II
Subject: Notice of Completion – College Park Recreation Center Heating, Ventilation and Air Conditioning (HVAC) System Replacement (BB)

RECOMMENDATION

Council to accept the subject Project as complete and authorize the Building Official to file a Notice of Completion.

EXECUTIVE SUMMARY

Work on the installation of a new HVAC system at the College Park Recreation Center is now complete. The final contract amount was \$63,608.44. In order to finalize the close-out process and release final retention payment to the contractor, a Notice of Completion must be filed with the County Recorder's Office.

OUTSTANDING ISSUES

None

DISCUSSION

On March 22, 2016 the City Council awarded the installation of a new HVAC system Project to New England Sheet Metal at the College Park Recreation Center in the amount of \$57,625. Two (2) change orders were required to complete the Project in the amount of \$5,983.44. Total cost of the project was therefore, \$63,608.44. Final inspection was performed on November 1, 2016. If approved, a Notice of Completion will be filed with Tulare County Recorder's office. This will allow the final close-out of the Project and the release of the retention payment to the Project contractor.

The scope of work for this Project included the removal of an existing 15 ton AC unit and furnace, furnishing and installing a new unit and furnishing and installing HVAC louvers on the mechanic room exterior and also duct cleaning. The final inspection of the Project was performed by the Building Official and Associate Engineer on November 1, 2016. New England satisfactorily completed all the work per the Plans and Specifications. The 5% retention payment will be released 35 days after the Notice of Completion is recorded with the County Recorder's Office (see Exhibit A).

FISCAL IMPACT

There is no cost associated with filing the Notice of Completion.

PUBLIC HEARING

None.

ATTACHMENTS:

Notice of Completion – College Park Recreation Center Heating, Ventilation and Air Conditioning (HVAC) System Replacement

RECORDING REQUESTED
AND RETURN TO:

CITY OF DINUBA
PUBLIC WORKS DEPARTMENT
405 E. EL MONTE WAY
DINUBA, CA 93618

No Fee per Government Code 6103

NOTICE OF COMPLETION

NOTICE IS HERE BY GIVEN:

1. That the City of Dinuba, a Municipal Corporation, whose address is 405 E. El Monte Way, Dinuba, California, is the owner of the real property, public works or structure hereinafter described.

2. That on the November 1, 2016, a work of improvements on real property hereinafter described was completed pursuant to a Contract to which Chapter 5 of Part I of Division 5, of the Public Contract Code applies.

3. That the name of the Contractor who performed said work of improvements pursuant to said Contract with the City of Dinuba is New England Sheet Metal surety Bond by United Fire & Casualty Co., 118 Second Ave SE, Cedar Rapids, IA 52401.

4. That the real property or public works or structure is described as follows:

**City of Dinuba
College Park Recreation Center
920 South College Avenue, Dinuba CA**

**Construction consisted of removal of existing 15 ton AC unit
and furnace, Furnish and Install new unit
to replace the existing HVAC System, installation of louver and duct cleaning.**

5. That the Nature of the owner's interest or estate is: In Fee

Dated: _____, 2016

CITY OF DINUBA
A Municipal Corporation

By _____
Richard Hartley, Building Official

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

STATE OF CALIFORNIA)
)
COUNTY OF TULARE) SS

Subscribed and sworn to (or affirmed) before me this _____ day of _____, 2016, by Richard Hartley, Building Official of the City of Dinuba, a Municipal Corporation, proved to me on the basis of satisfactory evidence to be the person who appeared before me.

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

Commission Expires: _____



City Council Staff Report

Department: PUBLIC WORKS

January 10, 2017

To: Mayor and City Council
From: Cristobal Carrillo, City Planner II
By: Rolando Garcia, Commission Secretary
Subject: Historic Preservation Commission Meeting Minutes, November 14, 2016 (CrC)

RECOMMENDATION

Council to accept the approved meeting minutes of the Historic Preservation Commission.

EXECUTIVE SUMMARY

OUTSTANDING ISSUES

DISCUSSION

FISCAL IMPACT

PUBLIC HEARING

ATTACHMENTS:

[Historic Preservation Commission Meeting Minutes, November 14, 2016.](#)



City Manager's Office
559/591-5904

Development Services
559/591-5906

Parks & Community Services
559/591-5940

City Attorney
559/437-1770

Public Works Services
559/591-5924

Fire/Ambulance Services
559/591-5931

Administrative Services
559/591-5900

Engineering Services
559/591-5906

Police Services
559/591-5914

HISTORIC PRESERVATION COMMISSION MINUTES

Regular Meeting
November 14, 2016

OPENING CEREMONIES:

1.1. Welcome & Call to Order - Chair

The meeting was called to order by Chair Hoyt at 8:34 AM.

1.2. Pledge of Allegiance

The Pledge of Allegiance was led by Commissioner Morgan.

ROLL CALL:

Commissioners present were Sorensen, Morgan, Hoyt, Pelayo, and Gerstenberg.

Commissioner Hartley and Commissioner Raison were absent.

Staff present were Cristobal Carrillo, Planner II and Rolando Garcia, Accounting Technician I and Recording Secretary

AGENDA CHANGES OR DELETIONS:

None

REQUEST TO ADDRESS COMMISSION:

None

APPROVAL OF MINUTES:

5.1. SUBJECT: Meeting Minutes for July 11, 2016

A motion was made by Commissioner Pelayo to approve the minutes for the Regular Meeting on July 11, 2016. The motion was seconded by Commissioner Sorensen and was unanimously approved.

COMMISSION REPORTS:

6.1. SUBJECT: Set Special Called Meeting (if necessary)

A motion was made by Commissioner Pelayo to set a Special Called Meeting for December 12, 2016. The motion was seconded by Commissioner Hoyt and moved with the following votes:

Ayes: Sorensen, Hoyt, Pelayo, and Gerstenberg

Noes: Morgan

Abstain: None

6.2. Tour of Alta District Historical Society Museum

The Historic Preservation Commission discussed planning a tour of the Alta District Historical Society Museum and asked Staff to draft an invitation letter to send to the City Manager and City Council.

6.3 Items from Commissioners

Commissioner Morgan stated that his family hosted a visit by the Blois family at the Willie Mansion.

Commissioner Gerstenberg stated that Roy Cotton, from the Alta District Historical Society, and himself took a tour of potential historically significant sites. Gerstenberg stated that they viewed a mausoleum which they believe may be eligible for designation as a Statewide historic resource.

Commissioner Hoyt suggested that the Downtown District Survey Sub-Committee continue working on the Downtown Inventory Binder.

Discussion followed

STAFF COMMUNICATIONS:

7.1 Items from staff

Carrillo stated that he will be the new liaison for the Historic Preservation Commission.

Discussion followed

ADJOURNMENT:

A motion was made by Commissioner Morgan to adjourn the meeting and proceed to the work session at 9:03am. The motion was seconded by Commissioner Sorensen and was unanimously approved.

WORK SESSION:

9.1 Review Historic Preservation Commission Goals, Policies and Implementing Measures

Work session ended at 10:02am.



Rolando Garcia, Recording Secretary



City Council Staff Report

Department: FINANCE SERVICES

January 10, 2017

To: Mayor and City Council
From: Carlos Sanchez, Interim Finance Director
Subject: Debt Management Policy (CS)

RECOMMENDATION

The City Council to adopt the Debt Management Policy, which satisfies the requirements of Senate Bill 1029.

EXECUTIVE SUMMARY

Recently the Governor approved Senate Bill 1029 ("SB 1029") which requires local public agencies to include in their reports to the California Debt and Investment Advisory Commission ("Commission") a certification that it has adopted local debt policies and that the use of outstanding debt is consistent with the local policy. SB 1029 also requires that local agencies submit an annual report for any issue of debt for which it has submitted a report of final sale on or after January 21, 2017, and requires the annual report to contain certain information and be submitted within seven (7) months after June 30 of each year.

OUTSTANDING ISSUES

None

DISCUSSION

Government Code Section 8855(i) currently requires the issuer of any proposed debt of a local government to submit a report to the Commission no later than 30 day prior to any sale of a debt issue. Effective January 1, 2017, SB 1029 amends Section 8855(i) to require the report to include a certification that the issuer has adopted local debt policies concerning the use of debt and that the contemplated debt issuance is consistent with these policies. The newly revised Section 8855(i) requires the local debt policy to include information about the purpose of each new debt issue, the relationship of the debt to the issuer's capital improvement program, and internal control procedures that the issuer has (or will) implement to ensure that the proceeds of the proposed debt issuance will be directed to the intended use.

SB 1029 also adds Section (k) to Section 8855 which requires public agencies to submit annual reports for any issue of debt for which it has submitted a report of final sale on or after January 21, 2017. The annual report must cover a reporting period of July 1 through June 30, and must be submitted no later than (7) months after the end of the reporting period. The annual report must contain certain information about debt authorized during the reporting period, debt outstanding during the reporting period, and the use of proceeds of issued debt during the reporting period including the purposes for which it was spent.

The proposed Debt Management Policy (Attachment A) for the City of Dinuba is in compliance with SB 1029. This policy also applies to any debt issued by the Successor Agency, the Dinuba Financing Authority, or any other public agency for which the Dinuba City Council acts as the legislative body.

FISCAL IMPACT

None

PUBLIC HEARING

None

ATTACHMENTS:

[A. Debt Management Policy](#)

DEBT MANAGEMENT POLICY

This Debt Management Policy (the “Debt Policy”) of the City of Dinuba (the “City”) was approved by the City Council on January 10, 2017. The Debt Policy may be amended by City Council as it deems appropriate from time to time in the prudent management of the debt of the City.

This Debt Policy will also apply to any debt issued by the Successor Agency to the Dinuba Redevelopment Agency or the Dinuba Financing Authority, or any other public agency for which the City Council of the City acts as the legislative body of.

The Debt Policy has been developed to provide guidance in the issuance and management of debt by the City of Dinuba or its related entities and is intended to comply with Government Code Section 8855(i), effective on January 1, 2017. The main objectives are to establish conditions for the use of debt; to ensure that debt capacity and affordability are adequately considered; to minimize the City’s interest and issuance costs; to maintain the highest possible credit rating; to provide complete financial disclosure and reporting; and to maintain financial flexibility for the City.

Debt, properly issued and managed, is a critical element in any financial management program. It assists in the City’s effort to allocate limited resources to provide the highest quality of service to the public. The City understands that poor debt management can have ripple effects that hurt other areas of the City. On the other hand, a properly managed debt program promotes economic growth and enhances the vitality of the City of Dinuba for its residents and businesses.

1. Findings

This Debt Policy shall govern all debt undertaken by the City. The City hereby recognizes that a fiscally prudent debt policy is required in order to:

- Maintain the City’s sound financial position.
- Ensure the City has the flexibility to respond to changes in future service priorities, revenue levels, and operating expenses.
- Protect the City’s credit-worthiness.
- Ensure that all debt is structured in order to protect both current and future taxpayers, ratepayers and constituents of the City.
- Ensure that the City’s debt is consistent with the City’s planning goals and objectives and capital improvement program or budget, as applicable.
- Encourage those that benefit from a facility/improvement to pay the cost of that facility/improvement without the need for the expenditure of limited general fund resources.

2. Policies

A. Purposes For Which Debt May Be Issued

The City will consider the use of debt financing primarily for capital improvement projects (CIP) when the project's useful life will equal or exceed the term of the financing and when resources are identified sufficient to fund the debt service requirements. An exception to this CIP driven focus is the issuance of short-term instruments such as tax and revenue anticipation notes, which are to be used for prudent cash management purposes and conduit financing, as described below. Bonded debt should not be issued for projects with minimal public benefit or support, or to finance normal operating expenses.

If a department has any project which is expected to use debt financing, the department director is responsible for expeditiously providing the City Manager and the Director of Finance with reasonable cost estimates, including specific revenue accounts that will provide payment for the debt service. This will allow an analysis of the project's potential impact on the City's debt capacity and limitations. The department director shall also provide an estimate of any incremental operating and/or additional maintenance costs associated with the project and identify sources of revenue, if any, to pay for such incremental costs.

(i) Long-Term Debt. Long-term debt may be issued to finance or refinance the construction, acquisition, and rehabilitation of capital improvements and facilities, equipment and land to be owned and/or operated by the City.

(a) Long-term debt financings are appropriate when the following conditions exist:

- When the project to be financed is necessary to provide basic services.
- When the project to be financed will provide benefit to constituents over multiple years.
- When total debt does not constitute an unreasonable burden to the City and its taxpayers and ratepayers.
- When the debt is used to refinance outstanding debt in order to produce debt service savings or to realize the benefits of a debt restructuring.

(b) Long-term debt financings will not generally be considered appropriate for current operating expenses and routine maintenance expenses.

(c) The City may use long-term debt financings subject to the following conditions:

- The project to be financed has been or will be approved by the City Council.
- The weighted average maturity of the debt (or the portion of the debt allocated to the project) will not exceed the average useful life of the project to be financed by more than 20%, unless specific conditions exist that would mitigate the extension of time to repay the debt and it would not cause the City to violate any covenants to maintain the tax-exempt status of such debt, if applicable.
- The City estimates that sufficient income or revenues will be available to service the debt through its maturity.
- The City determines that the issuance of the debt will comply with the applicable requirements of state and federal law.

- The City considers the improvement/facility to be of vital, time-sensitive need of the community and there are no plausible alternative financing sources

(d) Periodic reviews of outstanding long-term debt will be undertaken to identify refunding opportunities. Refunding will be considered (within federal tax law constraints, if applicable) if and when there is a net economic benefit of the refunding. Refundings which are non-economic may be undertaken to achieve City objectives relating to changes in covenants, call provisions, operational flexibility, tax status of the issuer, or the debt service profile.

In general, refundings which produce a net present value savings of at least four (4) percent of the refunded debt will be considered economically viable. Refundings which produce a net present value savings of less than four (4) percent or negative savings will be considered on a case-by-case basis, and are subject to City Council approval.

(ii) Short-term debt. Short-term borrowing may be issued to generate funding for cash flow needs in the form of Tax and Revenue Anticipation Notes (TRAN).

Short-term borrowing, such as commercial paper, and lines of credit, will be considered as an interim source of funding in anticipation of long-term borrowing. Short-term debt may be issued for any purpose for which long-term debt may be issued, including capitalized interest and other financing-related costs. Prior to issuance of the short-term debt, a reliable revenue source shall be identified to secure repayment of the debt. The final maturity of the debt issued to finance the project shall be consistent with the economic or useful life of the project and, unless the City Council determines that extraordinary circumstances exist, must not exceed seven (7) years.

Short-term debt may also be used to finance short-lived capital projects; for example, the City may undertake lease-purchase financing for equipment.

(iii) Financings on Behalf of Other Entities. The City may also find it beneficial to issue debt on behalf of other governmental agencies or private third parties in order to further the public purposes of City. In such cases, the City shall take reasonable steps to confirm the financial feasibility of the project to be financed and the financial solvency of any borrower and that the issuance of such debt is consistent with the policies set forth herein. In no event will the City incur any liability or assume responsibility for payment of debt service on such debt.

B. Types of Debt

In order to maximize the financial options available to benefit the public, it is the policy of the City of Dinuba to allow for the consideration of issuing all generally accepted types of debt, including, but not exclusive to the following:

- General Obligation (GO) Bonds: General Obligation Bonds are suitable for use in the construction or acquisition of improvements to real property that benefit the public at large. Examples of projects include libraries, parks, and public safety facilities. All GO bonds shall be authorized by the requisite number of voters in order to pass.
- Revenue Bonds: Revenue Bonds are limited-liability obligations tied to a specific enterprise or special fund revenue stream where the projects financed clearly benefit or relate to the enterprise or are otherwise permissible uses of the special revenue. An example of projects that would be financed by a Revenue Bond would be water or

wastewater improvements, which would be paid back with money raised from rates and charges from water and/or wastewater users.. Generally, no voter approval is required to issue this type of obligation but in some cases, the City must comply with proposition 218 regarding rate adjustments.

- Lease-Backed Debt/Certificates of Participation (COP/Lease Revenue Bonds): Issuance of Lease-backed debt is a commonly used form of debt that allows a City to finance projects where the debt service is secured via a lease agreement and where the payments are budgeted in the annual budget appropriation by the City from the general fund. Lease-Backed debt does not constitute indebtedness under the state or the City's constitutional debt limit and does not require voter approval. Lease Revenue Bonds may be issued by the Dinuba Financing Authority on behalf of the City.
- Special Assessment/Special District Debt: The City will consider requests from developers for the use of debt financing secured by property based assessments or special taxes in order to provide for necessary infrastructure for new development only under strict guidelines adopted by City Council, which may include minimum value-to-lien ratios and maximum tax burdens. Examples of this type of debt are Assessment Districts (AD) and Community Facilities Districts (CFD) or more commonly known as Mello-Roos Districts. In order to protect bondholders as well as the City's credit rating, the City will also comply with all State guidelines regarding the issuance of special district or special assessment debt, as well as any policy adopted by the City as required under Government Code Section 53312.7.
- Tax Allocation Bonds: Tax Allocation Bonds are special obligations that are secured by the allocation of tax increment revenues that are generated by increased property taxes in the designated redevelopment area. Tax Allocation Bonds are not debt of the City. Due to changes in the law affecting California Redevelopment agencies with the passage of ABX1 26 (as amended, the Dissolution Act) as codified in the California Health and Safety Code, the Dinuba Redevelopment Agency (RDA) was dissolved as of February 1, 2012, and its operations substantially eliminated but for the continuation of certain enforceable RDA obligations to be administered by the Successor Agency to the Dinuba Redevelopment Agency (Successor Agency). The Successor Agency may issue Tax Allocation Bonds to refinance outstanding obligations of the RDA, subject to limitations included in the Dissolution Act.
- Multi-Family Mortgage Revenue Bonds: The City is authorized to issue mortgage revenue bonds to finance the development, acquisition and rehabilitation of multi-family rental projects. The interest on the bonds can be exempt from Federal and State taxation. As a result, bonds provide below market financing for qualified rental projects. In addition, the bonds issued can qualify projects for allocations of Federal low-income housing tax credits, which can provide a significant portion of the funding necessary to develop affordable housing.
- HUD Section 108 Loan Guarantee Program: The U.S. Department of Housing and Urban Development (HUD) Section 108 Loan Guarantee Program allows cities to use their annual Community Development Block Grant (CDBG) entitlement grants to obtain federally guaranteed funds large enough to stimulate or pay for major community development and economic development projects. The program does not require a pledge of the City's General Fund, only of future CDBG entitlements. By pledging future

CDBG entitlement grants as security, the City can borrow at favorable interest rates because of HUD's guarantee of repayment to investors.

The City may from time to time find that other forms of debt would be beneficial to further its public purposes and may approve such debt without an amendment of this Debt Policy.

To maintain a predictable debt service burden, the City will give preference in the future to debt that carries a fixed interest rate. An alternative to the use of fixed rate debt is variable rate debt. The City may choose in the future to issue securities that pay a rate of interest that varies according to a pre-determined formula or results from a periodic remarketing of securities. When making the determination to issue bonds in a variable rate mode in the future, consideration will be given in regards to the useful life of the project or facility being financed or the term of the project requiring the funding, market conditions, credit risk and third party risk analysis, and the overall debt portfolio structure when issuing variable rate debt for any purpose.

The City will not employ derivatives, such as interest rate swaps, in its debt program. A derivative product is a financial instrument which derives its own value from the value of another instrument, usually an underlying asset such as a stock, bond, or an underlying reference such as an interest rate. Derivatives are commonly used as hedging devices in managing interest rate risk and thereby reducing borrowing costs. However, these products bear certain risks not associated with standard debt instruments.

C. Relationship of Debt to Capital Improvement Program and Budget

The City intends to issue debt for the purposes stated in this Debt Policy and to implement policy decisions incorporated in the City's capital budget and the capital improvement plan.

The City shall strive to fund the upkeep and maintenance of its infrastructure and facilities due to normal wear and tear through the expenditure of available operating revenues. The City shall seek to avoid the use of debt to fund infrastructure and facilities improvements that are the result of normal wear and tear, unless a specific revenue source has been identified for this purpose, such as Gas Tax.

The City shall integrate its debt issuances with the goals of its capital improvement program by timing the issuance of debt to ensure that projects are available when needed in furtherance of the City's public purposes.

The City shall seek to issue debt in a timely manner to avoid having to make unplanned expenditures for capital improvements or equipment from its general fund.

D. Policy Goals Related to Planning Goals and Objectives

The City is committed to financial planning, maintaining appropriate reserves levels and employing prudent practices in governance, management and budget administration. The City intends to issue debt for the purposes stated in this Debt Policy and to implement policy decisions incorporated in the City's annual operating budget.

It is a policy goal of the City to protect taxpayers, ratepayers and constituents by utilizing conservative financing methods and techniques so as to obtain the highest practical credit

ratings (if applicable) and the lowest practical borrowing costs.

The City will comply with applicable state and federal law as it pertains to the maximum term of debt and the procedures for levying and imposing any related taxes, assessments, rates and charges.

Except as described in Section 2.A., when refinancing debt, it shall be the policy goal of the City to realize, whenever possible, and subject to any overriding non-financial policy considerations minimum net present value debt service savings equal to or greater than 4% of the refunded principal amount.

E. Internal Control Procedures

When issuing debt, in addition to complying with the terms of this Debt Policy, the City shall comply with any other applicable policies regarding initial bond disclosure, continuing disclosure, post-issuance compliance, and investment of bond proceeds.

The City will periodically review the requirements of and will remain in compliance with the following:

- any continuing disclosure undertakings under SEC Rule 15c2-12,
- any federal tax compliance requirements, including without limitation arbitrage and rebate compliance, related to any prior bond issues, and
- the City's investment policies as they relate to the investment of bond proceeds.

The City shall be vigilant in using bond proceeds in accordance with the stated purpose at the time that such debt was issued. Whenever reasonably possible, proceeds of debt will be held by a third-party trustee and the City will submit written requisitions for such proceeds. The City will submit a requisition only after obtaining the signature of the City Manager or the Director of Finance/Treasurer.

F. Relationship to Other Policies

Special Tax Bonds issued on behalf of a Community Facilities District will also comply with any policy adopted by the City as required under Government Code Section 53312.7.

G. Waivers of Debt Policy

- There will be circumstances from time to time when strict adherence to a provision of this Debt Policy is not possible or not in the best interest of the City,
- If the City staff has determined that a waiver of one or more provisions of this Debt Policy should be considered by the City Council, it will prepare an analysis for the City Council describing the rationale for the waiver and the impact of the waiver on the proposed debt issuance and on taxpayers, if applicable.
- Upon a majority vote of the City Council, one or more provisions of this Debt Policy may be waived for a debt financing,

- The failure of a debt financing to comply with one or more provisions of this Debt Policy shall in no way affect the validity of any debt issued by the City in accordance with applicable laws,

Carlos Sanchez
(Interim) Finance Director

Luis Patlan
City Manager

Date



City Council Staff Report

Department: PUBLIC WORKS

January 10, 2017

To: Mayor and City Council
From: Blanca Beltran, Public Works Director
By: Crystal Flores, Commission Secretary
Subject: Planning Commission Meeting Minutes, November 1, 2016 (BB)

RECOMMENDATION

Council to accept the approved meeting minutes of the Planning Commission.

EXECUTIVE SUMMARY

OUTSTANDING ISSUES

DISCUSSION

FISCAL IMPACT

PUBLIC HEARING

ATTACHMENTS:

[Planning Commission Meeting Minutes, November 1, 2016](#)



City Manager's Office
559/591-5904

Development Services
559/591-5906

Parks & Community Services
559/591-5940

City Attorney
559/437-1770

Public Works Services
559/591-5924

Fire/Ambulance Services
559/591-5931

Administrative Services
559/591-5900

Engineering Services
559/591-5906

Police Services
559/591-5914

DINUBA PLANNING COMMISSION MINUTES

Regular Meeting
November 1, 2016

1.1. WELCOME & CALL TO ORDER:

The meeting was called to order at 6:30 p.m. by Chair Conklin.

1.2. INVOCATION:

The invocation was given by Chair Conklin.

1.3. PLEDGE OF ALLEGIANCE:

The Pledge of Allegiance was led by Abe Kizirian, Dinuba Resident.

2.1. SWEARING IN OF NEW COMMISSIONERS:

Linda Barkley, Deputy City Clerk, swore in Linda Faust as the new Planning Commissioner for City District 3 and Albert Cendejas as new Planning Commissioner for City District 2.

3. ROLL CALL

Members Present

Commissioners Carrion, Cendejas, Conklin and Faust

Members Absent

Commissioner Alvarado

Staff Present

Blanca Beltran, Public Works Director, Rick Hartley, Building Official, Cristobal Carrillo, Planner II, Linda Barkley, Deputy City Clerk, Crystal Flores, Accounting Technician I and Recording Secretary.

4. AGENDA CHANGES OR DELETIONS:

Carrillo asked that item 8.1, Training: Planning Commissioner Roles and Open Meeting Laws, be moved to the meeting of December 6, 2016.

5. REQUEST TO ADDRESS COMMISSION:

There were no requests to address the Commission.

6. CONSENT CALENDAR:

6.1 Meeting Minutes for October 4, 2016

6.2 El Monte Way/Avenue 416 Widening Bi-Weekly Updates

A motion was made by Commissioner Faust to approve the consent calendar as presented. The motion was seconded by Commissioner Carrion and unanimously approved.

7. PUBLIC HEARINGS:

7.1 Application No. 2016-14, Conditional Use Permit at 551 E. Tulare Street; Request to allow a residential duplex in the PO (Professional Office) Zone.

Carrillo presented the staff report.

Public Hearing Opened

Conklin opened the hearing for public comment.

Kizirian, applicant, asked what the acronyms CEQA and CUP represented; Carrillo explained both items.

Public Hearing Closed

Seeing no one else in the audience wishing to comment, Conklin closed the public hearing.

A motion was made by Commissioner Cendejas to approve Application No. 2016-14, Conditional Use Permit at 551 E. Tulare Street; request to allow a residential duplex in the PO (Professional Office) zone. The motion was seconded by Commissioner Faust and unanimously approved.

8. CITY ATTORNEY

8.1 Training: Planning Commissioner Roles and Open Meeting Laws

Item was moved to the meeting of December 1, 2016

9. COMMISSION REPORTS:

9.1 Items from Commission Members

Conklin stated he received a call from a resident who owns property along the Avenue 416 Road Widening Project asking where the new property lines are; Beltran said she will have Associate Engineer Joe Aguirre contact the resident.

Carrion thanked staff for sending a letter to San Joaquin Valley Railroad requesting that the tracks at Road 72 and Avenue 424 be repaired. Carrion shared that the repairs had already been made.

10. STAFF COMMUNICATIONS

10.1 Items from staff

Carrillo reminded Commissioners Faust and Conklin that their commission appointments would be expiring at the end of the year. Carrillo handed Faust and Conklin reappointment applications, adding that if they wished to continue serving on the Planning Commission, they would need to submit the application to the City Clerk

11. ADJOURNMENT:

There being no further business the meeting was adjourned by Conklin at 7:02 pm.


Crystal Flores, Recording Secretary



City Council Staff Report

Department: CITY MANAGER'S OFFICE

January 10, 2017

To: Mayor and City Council

From: Linda Barkley, Deputy City Clerk

Subject: Approval of City Council and Successor Agency Meeting Minutes, December 13, 2016 (LB)

RECOMMENDATION

Council review and approve draft meeting minutes of December 13, 2016.

EXECUTIVE SUMMARY

None.

OUTSTANDING ISSUES

None.

DISCUSSION

None.

FISCAL IMPACT

None.

PUBLIC HEARING

None required.

ATTACHMENTS:

[A. City Council & Successor Agency Meeting Minutes](#)



City Council and Successor Agency to the Dinuba Redevelopment Agency Joint Meeting

December 13, 2016

MINUTES

COUNCIL MEMBERS PRESENT:

Reynosa, Launer, Morales, Harness, Thusu

COUNCIL MEMBERS ABSENT:

None.

STAFF MEMBERS PRESENT:

Aguirre, Barkley, Beltran, Hurtado, James, Jenner, Patlan, Popovich, Sanchez, Thompson

1. OPENING CEREMONIES

1.1. Welcome and Call to Order

The meeting was called to order at 6:32 pm.

1.2. Invocation

The invocation was led by Sandy Sills.

1.3. Pledge of Allegiance

The flag salute was led by Jesus Pelayo.

2. CITY COUNCIL CEREMONIAL MATTERS AND ELECTION OF MAYOR AND VICE MAYOR

2.1. Official Canvass of 2016 City Council Election Results (LB)

Deputy City Clerk Barkley read the official election results into the record and asked that the City Council ratify the Tulare County Registrar of Voters Official Canvass as presented.

A motion was made by Council Member Launer, second by Council Member Reynosa, to adopt the Official Canvass as presented.

Ayes: Harness, Launer, Morales, Reynosa, Thusu

2.2. Oath of Office to Linda Launer, City Council Member, District 5 (LB)

Deputy City Clerk Barkley administered the Oath of Office to Linda Launer, Council Member District 5.

2.3. City Council Recognition of Outgoing City Council Member Mike Smith, District 5

Mayor Morales presented a plaque to outgoing Council Member Mike Smith.

Smith shared some thoughts about serving on the City Council over the past 16 years.

2.4. Reception in Honor of Incoming City Council Member Linda Launer and Outgoing City Council Member Mike Smith (LB)

Mayor Morales declared a recess to hold a reception honoring incoming Council Member Launer and outgoing Council Member Smith.

3. AGENDA CHANGES OR DELETIONS

To better accommodate members of the public or convenience in the order of presentation, items on the agenda may not be presented or acted upon in the order listed. Additions to Agenda may be added only pursuant to California Government Code section 54956.8.

City Manager Patlan requested that the Council move items 4.2. and 9.6. to the January 10, 2017 Council agenda. Patlan requested that item 9.8. be moved up in the meeting following item 9.1. and, he requested that item 9.9. be removed from the agenda.

4. PRESENTATIONS / CEREMONIAL MATTERS

4.1. Presentation of Fire Station #2 Design - Jesus Pelayo, Hedron (CT)

Jesus Pelayo of Hedron presented information in regard to the design of Dinuba Fire Station No. 2. Pelayo shared schematics with the Council and answered their questions about the planned fire station plans.

5. REQUEST TO ADDRESS COUNCIL

This portion of the meeting is reserved for any person who would like to address the Council on any item that is not on the agenda. Please be advised that State law does not allow the City Council to discuss or take any action on any issue not on the agenda. The City Council may direct staff to follow up on such item(s). Speakers may be limited to three (3) minutes. If there is any person wishing to address the City Council at this time please approach the podium and state your name and nature of the request.

Ann Hoover requested that the Council consider finding a solution for water rates for senior citizens because she said, their water use is limited but must still pay too much for water. She referenced her father's limited use of water and water rates.

6. CONSENT CALENDAR

Matters listed under the Consent Calendar are considered routine and will be enacted by one motion and one vote. There will be no separate discussion of these items. If discussion is desired, a member of the audience or a Council Member may request an item be removed from the Consent Calendar and it will be considered separately.

6.1. SUBJECT

Planning Commission Meeting Minutes October 4, 2016 (BB)

RECOMMENDATION

Council to accept the approved meeting minutes of the Planning Commission.

6.2. SUBJECT

Historic Preservation Commission Meeting Minutes, July 11, 2016 (BB)

RECOMMENDATION

Council accept meeting minutes as approved by the Historic Preservation Commission.

6.3. SUBJECT

Valley Regional Occupational Program Agreement (CT)

RECOMMENDATION

Council to approve the agreement between the City of Dinuba and Valley Regional Occupational Program (VROP) for the administration of the Emergency Medical Technician-Basic (EMT-B) program and authorize the City Manager to execute the agreement.

6.4. SUBJECT

Acceptance of Economic Development Meeting Minutes, October 6, 2016 (DJ)

RECOMMENDATION

Consider to accept the approved meeting minutes of October 6, 2016.

6.5. SUBJECT

Action of Planning Commission – Meeting of December 6, 2016

RECOMMENDATION

This item is for information purposes only. No action is required.

6.6. SUBJECT

Approval of City Council Meeting Minutes, November 22, 2016 (LB)

RECOMMENDATION

Council review and approve draft meeting minutes of November 22, 2016.

A motion was made by Council Member Morales, second by Vice Mayor Thusu, to approve the consent calendar as presented.

Ayes: Harness, Launer, Morales, Reynosa, Thusu

7. WARRANT REGISTER

7.1. SUBJECT

Approval of Warrant Register December 2 & 9, 2016 (CS)

RECOMMENDATION

Council to review and approve warrants as presented.

A motion was made by Council Member Reynosa, second by Mayor Harness, to approve the warrant register as presented.

Ayes: Harness, Launer, Morales, Reynosa, Thusu

8. PUBLIC HEARING

8.1. SUBJECT

Public Hearing - Final 2012 Community Development Block Grant Expenditures and Accomplishments (12-CDBG-8382) (RR)

RECOMMENDATION

Council to open the public hearing, accept comment, close the public hearing and authorize the submittal of close-out documents to the Department of Housing and Community Development for the 2012 CDGB Grant Homeownership Assistance Program activities.

Public Works Director Beltran introduced Karen Saucedo of Self-Help Enterprises, who reported to the Council how the 2012 CDBG grant funds were utilized.

A motion was made by Mayor Harness, second by Vice Mayor Thusu, to approve the submittal of close-out documents to the Department of Housing and Community Development of the 2012 CDBG Grant Homeownership Assistance Program activities.

Ayes: Harness, Launer, Morales, Reynosa, Thusu

8.2. SUBJECT

Public Hearing - Evaluation of Roosevelt Elementary School Crosswalks (BB)

RECOMMENDATION

Council to take the following action:

1. Receive Technical Memorandum provided by Peters Engineering Group regarding Roosevelt Elementary School Crosswalks;
2. Open the public hearing, accept public comment, close the hearing and consider approving the elimination of Crosswalk #2 at Roosevelt Elementary School.

Beltran presented information regarding Euclid Avenue crosswalks in front of Roosevelt School. She asked that the Mayor open the hearing after Peters' report.

Dave Peters, Peters Engineering Groups said his firm was requested to evaluate the three crosswalks in front of Roosevelt Elementary School. He shared his findings with the Council. He said all three were somewhat out of compliance. He recommended removing the flashing lights on the two crosswalks north and south sides of the school and replacing them with rapid flashing lights. Peters reported that the crosswalk in the middle was found to be the most significantly out of compliance and he recommended to eliminate the center crosswalk and update

the north and south crosswalks.

Peters asked the Council to consider what would happen if the dirt lot was developed and the crosswalk was not appropriate for the location.

Beltran said a survey was not taken. IF the Council wants to keep crosswalk No. 2 then it must be compliant. Also, she reported that one can't be certain where the students will cross the street. She added that whatever we leave in place becomes what we encourage the students to use.

Ismael Hernandez, Streets Supervisor said the crosswalk in the middle is not used much. The children don't walk to the crosswalk which might be ten or fifteen feet away. Also, that crosswalk takes children to where the buses are and it creates a dangerous situation. He said the principal has told him that the school has discouraged use of the dirt lots.

City Manager Patlan said Council direct staff to bring it back with appropriate recommendations or discuss it at a joint meeting of the Council and school board.

A motion was made by Council Member Launer, second by Vice Mayor Thusu, to request further evaluation as to how to properly stop the violations and educate parents about the importance of the correct use of crosswalks.

Ayes: Harness, Launer, Morales, Reynosa, Thusu

9. DEPARTMENT REPORTS

9.1. SUBJECT

City Council Reorganization Selection of Mayor and Vice Mayor (LB)

RECOMMENDATION

The Council will appoint by vote those Council Members who will serve as Mayor and Vice Mayor for a term of two (2) years. The Council will direct the Deputy City Clerk to facilitate the nomination process and appointment of the Mayor and Vice Mayor.

Deputy City Clerk Barkley opened the floor for nominations for appointment of Mayor.

Council Member Reynosa motioned, seconded by Council Member Launer, to nominate Launer for the office of Mayor.

Council Member Morales motioned, seconded by Council Member Thusu, to nominate Harness for the Office of Mayor.

No other nominations were made; Deputy City Clerk Barkley closed the nomination period.

A roll call vote was taken for each nomination.

Nomination of Linda Launer for the office of Mayor:

Reynosa: Yes
Launer: Yes
Morales: No
Harness: No
Thusu: No

The motion failed 3 to 2 in opposition.

Nomination of Scott Harness for the Office of Mayor:

Reynosa: No
Launer: No
Morales: Yes
Harness: Yes
Thusu: Yes

The motion passed 3 to 2 in favor.

Deputy City Clerk Barkley opened the nomination period for the office of Vice Mayor.

Council Member Harness motioned, seconded by Council Member Morales, to nominate Council Member Thusu for the office of Vice Mayor.

No other nominations were brought forward; Deputy City Clerk Barkley closed the nomination period.

A roll call vote was taken:

Reynosa: No
Launer: No
Morales: Yes
Harness: Yes
Thusu: Yes

The motion passed 3 to 2 in favor.

9.2. SUBJECT

Adopt Resolution No. 2016-67 an Alternate Representative to the Board of the East Basin Kings River Groundwater Sustainability Agency (GSA) (JAg)

RECOMMENDATION

Council appoint an alternate representative to serve on the Board of the East Basin Kings River Groundwater Sustainability Agency.

Associate Engineer Aguirre requested the Council take action to appoint an alternate representative to the Groundwater Sustainability Agency.

A motion was made by Mayor Harness, second by Council Member Reynosa, to appoint Linda Launer to the Groundwater Sustainability Agency as an alternate representative.

Ayes: Harness, Launer, Morales, Reynosa, Thusu

9.3. SUBJECT

Request to Cancel December 27, 2016 Council Meeting (LB)

RECOMMENDATION

Council consider cancellation of the December 27, 2016 City Council meeting due to the close proximity of the holidays.

Deputy City Clerk Barkley presented a request to the Council to authorize the cancellation of the December 27, 2016 City Council meeting due to the holiday schedules.

A motion was made by Vice Mayor Thusu, second by Council Member Morales, to cancel the December 27, 2016 City Council Meeting.

Ayes: Harness, Launer, Morales, Reynosa, Thusu

9.4. SUBJECT

New Mayors and Council Members Academy, January 18-20, 2017 (LB)

RECOMMENDATION

Council to review the announcement and let staff know who would like to register for the upcoming League of California Cities New Mayors and Council Members Academy on January 18 through 20 in Sacramento.

Deputy City Clerk Barkley presented an informational item regarding the upcoming League of California Cities New Mayors and Council Members Academy scheduled for January 18 through 20 in Sacramento. She requested those wishing to attend contact her for registration.

9.5. SUBJECT

Amendment No. 4 to Service Agreement with MV Transportation, Inc. (BB)

RECOMMENDATION

That the City Council approve Amendment No. 4 with MV Transportation, Inc. extending the Service Agreement for a one (1) year period and authorize the City Manager to execute the agreement.

Roy Ramirez requested that the Council consider for approval the extension of the agreement with MV Transportation, Inc. for a one year period.

A motion was made by Council Member Morales, second by Council Member Launer, to approve Amendment No. 4 with MV Transportation, Inc. extending the service agreement for one year and authorize the city manager to execute the

agreement.

Ayes: Harness, Launer, Morales, Reynosa, Thusu

9.6. SUBJECT

Award Professional Service Contract to Quad Knopf for the East El Monte Way Land Use Strategic Plan (GA)

RECOMMENDATION

Council award a professional services contract to Quad Knopf in the amount of \$49,957 for the preparation of a land use strategic plan for the East El Monte Economic Vitality and Community Sustainability Plan.

This item was moved to the January 10, 2017 Council meeting for consideration.

9.7. SUBJECT

New Landscape Design for City Hall (SH)

RECOMMENDATION

Council approve the landscape design for City Hall as part of the Department of Water Resources Turf Replacement Program.

Stephanie Hurtado presented information regarding the landscape design for City Hall as part of the turf replacement program. A discussion about tree varieties followed.

Hurtado reported that the department now has a large bucket truck that will be useful in trimming large trees.

Hurtado requested that the Council approve the landscape plan and the removal of trees at City Hall to move forward with the turf replacement program.

A motion was made by Council Member Morales, second by Council Member Launer, to approve the landscape design for City Hall as part of the Turf Replacement Program.

Ayes: Harness, Launer, Morales, Reynosa, Thusu

9.8. SUBJECT

Tax Allocation Refunding Bonds, Issue of 2017 (CS)

RECOMMENDATION

The City Council acting as the Successor Agency to adopt Resolution No. 2016-03, approving the Tax Allocation Refunding Bonds Issue of 2017, and authorizing the City Manager to execute the documents effecting the action.

Carlos Sanchez, interim Finance Director was introduced to the City Council/Successor Agency Board by City Manager Patlan. Sanchez requested Doug Anderson of Urban Futures, Inc. to present the information in regard to the Tax Allocation Refunding Bonds Issue of 2017.

Anderson presented the information and requested tha the Agency Board adopt Resolution No. 2016-03 approving the Tax Allocaton Refunding Bonds Issue of 2017.

A motion was made by Council Member Morales, second by Vice Mayor Thusu, to adopt Resolution No. 2016-03 approving the Tax Allocation Refunding Bonds Issue of 2017.

Ayes: Harness, Launer, Morales, Reynosa, Thusu

9.9. SUBJECT

Request for Sponsorship for 1st Annual Toy Drive Benefitting the Down Syndrome Association (LB)

RECOMMENDATION

Council to consider sponsorship of the NV US 559 Chapter 1st Annual Toy Drive in the amount of \$350 to benefit the Down Syndrome Association.

This item was not discussed per the City Manager's request.

10. MAYOR/COUNCIL REPORTS

Council Members Reynosa, Launer and Harness reported they attended the Vietnam Wall Memorial Dinner.

Council Member Thusu thanked Council Member Morales for his service as Mayor and congratulated Launer as a new Council Member.

Council Member Thusu said he wants more information in regard to how the water and sewer rates will apply to the wastewater treatment plan project.

Council Member Morales reported he attended the solar-thon hosted by Great Alternatives recently. He congratulated Launer on her appointment to Council.

Council Member Launer thanked the Council for welcoming her.

Council member Reynosa said she attended and judged the Christmas parade. She reminded everyone about tomorrow's Good morning Dinuba meeting at Viscaya Subdivision, a chamber mixer at Ed Dena's on Thursday and the A-Plus toy giveaway on December 20.

11. CITY MANAGER COMMUNICATIONS

City Manager Patlan shared that the annual employee Christmas luncheon will be held this Friday at the Community Center from 11:30 to 1:30.

12. CITY STAFF COMMUNICATIONS

None.

13. CLOSED SESSION

The Council adjourned to closed session at 8:53 pm.

13.1. Conference with Legal Counsel - Anticipated Litigation (NJ)

Significant exposure to litigation pursuant to subdivision (b) of Section 54956.9(b);
One (1) case.

No action was taken.

14. ADJOURNMENT

The meeting adjourned at 9:30 pm.



City Council Staff Report

Department: CITY MANAGER'S OFFICE

January 10, 2017

To: Mayor and City Council

From: Carlos Sanchez

Subject: Approval of Warrant Register December 16, 30, 2016; January 6, 2017 (CS)

RECOMMENDATION

Council to review and approve warrants as presented.

EXECUTIVE SUMMARY

None.

OUTSTANDING ISSUES

None.

DISCUSSION

None.

FISCAL IMPACT

None.

PUBLIC HEARING

None.

ATTACHMENTS:

[A. WR 12.16.2016](#)

[B. WR 12.30.2016](#)



Accounts Payable Invoice Report

Payment Date Range 12/11/16 - 12/16/16
Report By Vendor - Invoice
Summary Listing

Invoice Number	Invoice Description	Status	Held Reason	Invoice Date	Due Date	G/L Date	Received Date	Payment Date	Invoice Net Amount
Vendor 978 - 5.11, Inc.									
188974	Uniforms	Paid by Check #10911		11/01/2016	12/16/2016	12/16/2016		12/16/2016	259.72
			Vendor 978 - 5.11, Inc. Totals			Invoices	1		<u>\$259.72</u>
Vendor 1143 - AAA Quality Services, Inc.									
00096749	Fy 16/17-SE-Portable potties rental for Xmas parade	Paid by Check #10912		12/02/2016	12/16/2016	12/16/2016	12/12/2016	12/16/2016	724.46
			Vendor 1143 - AAA Quality Services, Inc. Totals			Invoices	1		<u>\$724.46</u>
Vendor 348 - Administrative Solutions, Inc.									
100660	Section 125 December 2016	Paid by Check #10913		12/05/2016	12/16/2016	12/16/2016		12/16/2016	240.00
			Vendor 348 - Administrative Solutions, Inc. Totals			Invoices	1		<u>\$240.00</u>
Vendor 263 - Advantek Benefit Administrators									
12/09/2016	Funding request	Paid by Check #10914		12/09/2016	12/16/2016	12/16/2016		12/16/2016	53,106.08
			Vendor 263 - Advantek Benefit Administrators Totals			Invoices	1		<u>\$53,106.08</u>
Vendor 1229 - Sergio Armando Alvarado									
ALVARADO 100416	PC MEETING ON OCTOBER 4, 2016	Paid by Check #10915		10/04/2016	12/16/2016	12/16/2016		12/16/2016	25.00
ALVARADO 120616	PC MEETING FOR DECEMBER 6, 2016	Paid by Check #10915		12/06/2016	12/16/2016	12/16/2016		12/16/2016	25.00
			Vendor 1229 - Sergio Armando Alvarado Totals			Invoices	2		<u>\$50.00</u>
Vendor 351 - Anthem Blue Cross									
000019724947	730A75583 Magyar 1/1/17	Paid by Check #10919		12/01/2016	12/16/2016	12/16/2016		12/16/2016	370.84
000019731320	276A73739 Valdez 1/1/17	Paid by Check #10918		12/01/2016	12/16/2016	12/16/2016		12/16/2016	214.26
000019752703	920M82828 Canales 1/1/17	Paid by Check #10916		12/01/2016	12/16/2016	12/16/2016		12/16/2016	304.42
000019760777	141A75193 Tyler 1/1/17	Paid by Check #10922		12/01/2016	12/16/2016	12/16/2016		12/16/2016	157.86
000019765380	680A72915 Galchutt 1/1/17	Paid by Check #10917		12/01/2016	12/16/2016	12/16/2016		12/16/2016	198.04
093491735I	530M82834 Canales 1/1/17	Paid by Check #10920		12/08/2016	12/16/2016	12/16/2016		12/16/2016	187.70
093510746I	792A24403 Magyar 1/1/17	Paid by Check #10921		12/08/2016	12/16/2016	12/16/2016		12/16/2016	159.80
			Vendor 351 - Anthem Blue Cross Totals			Invoices	7		<u>\$1,592.92</u>
Vendor 17 - AT&T									
939105446810/16	Telephone	Paid by Check #10924		10/11/2016	12/16/2016	12/16/2016		12/16/2016	17.94
559595858311/16	Communications	Paid by Check #10923		11/25/2016	12/16/2016	12/16/2016		12/16/2016	251.81
559595999911/16	Telephone	Paid by Check #10923		11/25/2016	12/16/2016	12/16/2016		12/16/2016	120.83
			Vendor 17 - AT&T Totals			Invoices	3		<u>\$390.58</u>
Vendor 1230 - B-Line Sales, Inc.									
99730	Chemical metering pump, PVDF head and fittings - Well 11, 15	Paid by Check #10925		11/10/2016	12/16/2016	12/16/2016		12/16/2016	2,570.46
			Vendor 1230 - B-Line Sales, Inc. Totals			Invoices	1		<u>\$2,570.46</u>



Accounts Payable Invoice Report

Payment Date Range 12/11/16 - 12/16/16
Report By Vendor - Invoice
Summary Listing

Invoice Number	Invoice Description	Status	Held Reason	Invoice Date	Due Date	G/L Date	Received Date	Payment Date	Invoice Net Amount
Vendor 557 - Linda Barkley									
Monterey 2016 #2	Travel & Training	Paid by Check #10926		12/05/2016	12/16/2016	12/16/2016		12/16/2016	31.00
		Vendor 557 - Linda Barkley Totals				Invoices	1		<u>\$31.00</u>
Vendor 40 - Richard Leroy Barkley									
8871	Siren	Paid by Check #10927		09/25/2015	12/16/2016	12/16/2016		12/16/2016	125.00
		Vendor 40 - Richard Leroy Barkley Totals				Invoices	1		<u>\$125.00</u>
Vendor 195 - Battery Systems Inc.									
3783869	Repairs/Maintenance	Paid by Check #10928		12/05/2016	12/16/2016	12/16/2016		12/16/2016	882.09
		Vendor 195 - Battery Systems Inc. Totals				Invoices	1		<u>\$882.09</u>
Vendor 376 - BCS Consulting									
20265	Nov. 2016 IT Services	Paid by Check #10929		12/05/2016	12/16/2016	12/16/2016		12/16/2016	4,250.00
		Vendor 376 - BCS Consulting Totals				Invoices	1		<u>\$4,250.00</u>
Vendor 1178 - BendPak, Inc.									
164936-00	BendPak Jack Stand	Paid by Check #10930		12/06/2016	12/16/2016	12/16/2016		12/16/2016	3,870.00
		Vendor 1178 - BendPak, Inc. Totals				Invoices	1		<u>\$3,870.00</u>
Vendor 105 - Best Uniforms									
40544	Uniforms	Paid by Check #10931		11/28/2016	12/16/2016	12/16/2016		12/16/2016	1,589.19
40545	Uniforms	Paid by Check #10931		11/28/2016	12/16/2016	12/16/2016		12/16/2016	227.91
40546	Uniforms	Paid by Check #10931		11/28/2016	12/16/2016	12/16/2016		12/16/2016	860.39
40554	Uniforms	Paid by Check #10931		12/05/2016	12/16/2016	12/16/2016		12/16/2016	124.43
		Vendor 105 - Best Uniforms Totals				Invoices	4		<u>\$2,801.92</u>
Vendor 1069 - Bobcat of Fresno									
P55655	Repairs/Maintenance	Paid by Check #10932		12/09/2016	12/16/2016	12/16/2016		12/16/2016	212.77
		Vendor 1069 - Bobcat of Fresno Totals				Invoices	1		<u>\$212.77</u>
Vendor 116 - BSK Analytical Laboratories									
A630043	Professional Services	Paid by Check #10933		12/08/2016	12/16/2016	12/16/2016		12/16/2016	121.00
A630167	Professional Services	Paid by Check #10933		12/09/2016	12/16/2016	12/16/2016		12/16/2016	108.00
		Vendor 116 - BSK Analytical Laboratories Totals				Invoices	2		<u>\$229.00</u>
Vendor 103 - BSN Sports									
98516484	Fy 16/17-Sports-Supplies for basketball	Paid by Check #10934		12/02/2016	12/16/2016	12/16/2016	12/09/2016	12/16/2016	2,684.80
		Vendor 103 - BSN Sports Totals				Invoices	1		<u>\$2,684.80</u>



Accounts Payable Invoice Report

Payment Date Range 12/11/16 - 12/16/16
Report By Vendor - Invoice
Summary Listing

Invoice Number	Invoice Description	Status	Held Reason	Invoice Date	Due Date	G/L Date	Received Date	Payment Date	Invoice Net Amount
Vendor 80 - California Business Machines									
164665	Contractual	Paid by Check #10935		11/18/2016	12/16/2016	12/16/2016		12/16/2016	583.30
		Vendor 80 - California Business Machines Totals				Invoices	1		\$583.30
Vendor 191 - California Municipal Treasurer's Association									
2016-17 Renewal	Membership	Paid by Check #10936		11/28/2016	12/16/2016	12/16/2016		12/16/2016	155.00
		Vendor 191 - California Municipal Treasurer's Association Totals				Invoices	1		\$155.00
Vendor 94 - California Public Employees Retirement									
Dec16 25833	Accrual Liability Dec 2016 25833	Paid by Check #10937		12/16/2016	12/16/2016	12/16/2016		12/16/2016	2.33
Dec16 25834	Accrual Liability Dec 2016 25834	Paid by Check #10937		12/16/2016	12/16/2016	12/16/2016		12/16/2016	41.22
Dec16 27400	Accrual Liability Dec 2016 27400	Paid by Check #10937		12/16/2016	12/16/2016	12/16/2016		12/16/2016	5.39
Dec16 873	Accrual Liability Dec 2016 873	Paid by Check #10937		12/16/2016	12/16/2016	12/16/2016		12/16/2016	29,318.86
Dec16 874	Accrual Liability Dec 2016 874	Paid by Check #10937		12/16/2016	12/16/2016	12/16/2016		12/16/2016	46,463.45
		Vendor 94 - California Public Employees Retirement Totals				Invoices	5		\$75,831.25
Vendor 1059 - Mark Carrion									
CARRION 120616	PC MEETING FOR DECEMBER 6, 2016	Paid by Check #10938		12/06/2016	12/16/2016	12/16/2016		12/16/2016	25.00
		Vendor 1059 - Mark Carrion Totals				Invoices	1		\$25.00
Vendor 82 - Carrot-top Industries Inc									
32722800	Building Maintenance & Supplies	Paid by Check #10939		12/07/2016	12/16/2016	12/16/2016		12/16/2016	2,366.80
		Vendor 82 - Carrot-top Industries Inc Totals				Invoices	1		\$2,366.80
Vendor 1110 - Cencal Services, Inc.									
147627	Rent/Equipment	Paid by Check #10940		11/01/2016	12/16/2016	12/16/2016		12/16/2016	12.00
147628	Rent/Equipment	Paid by Check #10940		11/22/2016	12/16/2016	12/16/2016		12/16/2016	75.00
		Vendor 1110 - Cencal Services, Inc. Totals				Invoices	2		\$87.00
Vendor 1201 - Alberto Cendejas II									
CENDEJAS 120616	PC MEETING FOR DECEMBER 6, 2016	Paid by Check #10941		12/06/2016	12/16/2016	12/16/2016		12/16/2016	25.00
		Vendor 1201 - Alberto Cendejas II Totals				Invoices	1		\$25.00
Vendor 240 - Clean Cut Landscape Management Inc.									
499	November 2016	Paid by Check #10942		11/30/2016	12/16/2016	12/16/2016		12/16/2016	17,585.00
		Vendor 240 - Clean Cut Landscape Management Inc. Totals				Invoices	1		\$17,585.00
Vendor 170 - Comcast									
0135597 12/2/16	Communications	Paid by Check #10943		12/02/2016	12/16/2016	12/16/2016		12/16/2016	439.29



Accounts Payable Invoice Report

Payment Date Range 12/11/16 - 12/16/16
Report By Vendor - Invoice
Summary Listing

Invoice Number	Invoice Description	Status	Held Reason	Invoice Date	Due Date	G/L Date	Received Date	Payment Date	Invoice Net Amount
Vendor 170 - Comcast									
0160181 12/7/16	Communications	Paid by Check #10944		12/07/2016	12/16/2016	12/16/2016		12/16/2016	391.61
Vendor 170 - Comcast Totals							Invoices	2	\$830.90
Vendor 910 - Timothy S. Conklin									
CONKLIN 120616	PC MEETING FOR DECEMBER 6, 2016	Paid by Check #10945		12/06/2016	12/16/2016	12/16/2016		12/16/2016	25.00
Vendor 910 - Timothy S. Conklin Totals							Invoices	1	\$25.00
Vendor 3 - Culligan Water									
126240	Contractual	Paid by Check #10946		11/30/2016	12/16/2016	12/16/2016		12/16/2016	69.00
126629	Contractual	Paid by Check #10946		11/30/2016	12/16/2016	12/16/2016		12/16/2016	68.00
126799	Contractual	Paid by Check #10946		11/30/2016	12/16/2016	12/16/2016		12/16/2016	39.00
126822	Contractual	Paid by Check #10946		11/30/2016	12/16/2016	12/16/2016		12/16/2016	43.00
Vendor 3 - Culligan Water Totals							Invoices	4	\$219.00
Vendor 1035 - De Lage Landen Public Finance									
52329015	Contract 100-10044664	Paid by Check #10947		11/12/2016	12/16/2016	12/16/2016		12/16/2016	26,388.67
Vendor 1035 - De Lage Landen Public Finance Totals							Invoices	1	\$26,388.67
Vendor 1021 - De Nora Water Technologies Inc.									
1131278	Supplies	Paid by Check #10948		11/23/2016	12/16/2016	12/16/2016		12/16/2016	146.34
Vendor 1021 - De Nora Water Technologies Inc. Totals							Invoices	1	\$146.34
Vendor 720 - Dell Marketing L.P.									
10125174930	Supplies	Paid by Check #10949		11/13/2016	12/16/2016	12/16/2016		12/16/2016	888.53
Vendor 720 - Dell Marketing L.P. Totals							Invoices	1	\$888.53
Vendor 77 - Department of Justice									
206418	Professional Services	Paid by Check #10950		12/08/2016	12/16/2016	12/16/2016		12/16/2016	385.00
Vendor 77 - Department of Justice Totals							Invoices	1	\$385.00
Vendor 4 - Dinuba Lumber Company									
10639755	Repairs/Maintenance	Paid by Check #10951		11/01/2016	12/16/2016	12/16/2016		12/16/2016	151.71
10639764	Repairs/Maintenance	Paid by Check #10951		11/01/2016	12/16/2016	12/16/2016		12/16/2016	16.61
10639766	Building Maintenance & Supplies	Paid by Check #10951		11/01/2016	12/16/2016	12/16/2016		12/16/2016	9.24
10639768	Machinery/Safety Equipment	Paid by Check #10951		11/01/2016	12/16/2016	12/16/2016		12/16/2016	11.70
10639769	Fleet Equipment & Supplies	Paid by Check #10951		11/01/2016	12/16/2016	12/16/2016		12/16/2016	12.02
10639773	Building Maintenance & Supplies	Paid by Check #10951		11/01/2016	12/16/2016	12/16/2016		12/16/2016	13.75
10639781	Supplies	Paid by Check #10951		11/01/2016	12/16/2016	12/16/2016		12/16/2016	4.49
10639797	Building Maintenance & Supplies	Paid by Check #10951		11/01/2016	12/16/2016	12/16/2016		12/16/2016	90.81
10639808	Building Maintenance & Supplies	Paid by Check #10951		11/01/2016	12/16/2016	12/16/2016		12/16/2016	7.46



Accounts Payable Invoice Report

Payment Date Range 12/11/16 - 12/16/16
Report By Vendor - Invoice
Summary Listing

Invoice Number	Invoice Description	Status	Held Reason	Invoice Date	Due Date	G/L Date	Received Date	Payment Date	Invoice Net Amount
Vendor 4 - Dinuba Lumber Company									
10639818	Supplies	Paid by Check #10951		11/01/2016	12/16/2016	12/16/2016		12/16/2016	10.95
10639825	Repairs/Maintenance	Paid by Check #10951		11/01/2016	12/16/2016	12/16/2016		12/16/2016	4.48
10639832	Repairs/Maintenance	Paid by Check #10951		11/01/2016	12/16/2016	12/16/2016		12/16/2016	16.61
10639843	Building Maintenance & Supplies	Paid by Check #10951		11/01/2016	12/16/2016	12/16/2016		12/16/2016	11.73
10639860	Building Maintenance & Supplies	Paid by Check #10951		11/01/2016	12/16/2016	12/16/2016		12/16/2016	29.33
10639863	Fleet Equipment & Supplies	Paid by Check #10951		11/01/2016	12/16/2016	12/16/2016		12/16/2016	7.50
10639903	Office Supplies	Paid by Check #10951		11/01/2016	12/16/2016	12/16/2016		12/16/2016	24.03
10639909	Fleet Equipment & Supplies	Paid by Check #10951		11/02/2016	12/16/2016	12/16/2016		12/16/2016	(11.72)
10639910	Fleet Equipment & Supplies	Paid by Check #10951		11/02/2016	12/16/2016	12/16/2016		12/16/2016	11.09
10639914	Repairs/Maintenance	Paid by Check #10951		11/02/2016	12/16/2016	12/16/2016		12/16/2016	1.26
10639919	Fleet Equipment & Supplies	Paid by Check #10951		11/02/2016	12/16/2016	12/16/2016		12/16/2016	201.19
10639920	Fleet Equipment & Supplies	Paid by Check #10951		11/02/2016	12/16/2016	12/16/2016		12/16/2016	4.00
10639935	Building Maintenance & Supplies	Paid by Check #10951		11/02/2016	12/16/2016	12/16/2016		12/16/2016	15.23
10639936	Fleet Equipment & Supplies	Paid by Check #10951		11/02/2016	12/16/2016	12/16/2016		12/16/2016	(71.78)
10639952	Repairs/Maintenance	Paid by Check #10951		11/02/2016	12/16/2016	12/16/2016		12/16/2016	.87
10639959	Fleet Equipment & Supplies	Paid by Check #10951		11/02/2016	12/16/2016	12/16/2016		12/16/2016	24.45
10639960	Building Maintenance & Supplies	Paid by Check #10951		11/02/2016	12/16/2016	12/16/2016		12/16/2016	22.50
10639964	Building Maintenance & Supplies	Paid by Check #10951		11/02/2016	12/16/2016	12/16/2016		12/16/2016	54.97
10639966	Fleet Equipment & Supplies	Paid by Check #10951		11/02/2016	12/16/2016	12/16/2016		12/16/2016	48.92
10640081	Fleet Equipment & Supplies	Paid by Check #10951		11/03/2016	12/16/2016	12/16/2016		12/16/2016	71.78
10640145	Machinery/Safety Equipment	Paid by Check #10951		11/03/2016	12/16/2016	12/16/2016		12/16/2016	29.35
10640156	Repairs/Maintenance	Paid by Check #10951		11/03/2016	12/16/2016	12/16/2016		12/16/2016	156.28
10640190	Office Supplies	Paid by Check #10951		11/03/2016	12/16/2016	12/16/2016		12/16/2016	9.78
10640207	Fleet Equipment & Supplies	Paid by Check #10951		11/04/2016	12/16/2016	12/16/2016		12/16/2016	24.43
10640220	Repairs/Maintenance	Paid by Check #10951		11/04/2016	12/16/2016	12/16/2016		12/16/2016	45.98
10640088	Fleet Equipment & Supplies	Paid by Check #10951		11/06/2016	12/16/2016	12/16/2016		12/16/2016	457.29
10640439	Fleet Equipment & Supplies	Paid by Check #10951		11/07/2016	12/16/2016	12/16/2016		12/16/2016	29.38
10640543	Supplies	Paid by Check #10951		11/07/2016	12/16/2016	12/16/2016		12/16/2016	13.69
10640551	Fleet Equipment & Supplies	Paid by Check #10951		11/08/2016	12/16/2016	12/16/2016		12/16/2016	12.26
10640575	Fleet Equipment & Supplies	Paid by Check #10951		11/08/2016	12/16/2016	12/16/2016		12/16/2016	46.01
10640592	Fleet Equipment & Supplies	Paid by Check #10951		11/08/2016	12/16/2016	12/16/2016		12/16/2016	15.64
10640596	Fleet Equipment & Supplies	Paid by Check #10951		11/08/2016	12/16/2016	12/16/2016		12/16/2016	132.45
10640605	Repairs/Maintenance	Paid by Check #10951		11/08/2016	12/16/2016	12/16/2016		12/16/2016	(15.64)
10640606	Machinery/Safety Equipment	Paid by Check #10951		11/08/2016	12/16/2016	12/16/2016		12/16/2016	18.57
10640639	Building Maintenance & Supplies	Paid by Check #10951		11/08/2016	12/16/2016	12/16/2016		12/16/2016	22.76
10640653	Fleet Equipment & Supplies	Paid by Check #10951		11/08/2016	12/16/2016	12/16/2016		12/16/2016	29.33
10640694	Repairs/Maintenance	Paid by Check #10951		11/09/2016	12/16/2016	12/16/2016		12/16/2016	3.51
10640697	Fleet Equipment & Supplies	Paid by Check #10951		11/09/2016	12/16/2016	12/16/2016		12/16/2016	19.05
10640698	Fleet Equipment & Supplies	Paid by Check #10951		11/09/2016	12/16/2016	12/16/2016		12/16/2016	17.79
10640764	Repairs/Maintenance	Paid by Check #10951		11/09/2016	12/16/2016	12/16/2016		12/16/2016	8.31
10640773	Building Maintenance & Supplies	Paid by Check #10951		11/09/2016	12/16/2016	12/16/2016		12/16/2016	10.15



Accounts Payable Invoice Report

Payment Date Range 12/11/16 - 12/16/16
Report By Vendor - Invoice
Summary Listing

Invoice Number	Invoice Description	Status	Held Reason	Invoice Date	Due Date	G/L Date	Received Date	Payment Date	Invoice Net Amount
Vendor 4 - Dinuba Lumber Company									
10640778	Building Maintenance & Supplies	Paid by Check #10951		11/09/2016	12/16/2016	12/16/2016		12/16/2016	10.06
10640789	Fleet Equipment & Supplies	Paid by Check #10951		11/09/2016	12/16/2016	12/16/2016		12/16/2016	16.79
10640790	Fleet Equipment & Supplies	Paid by Check #10951		11/09/2016	12/16/2016	12/16/2016		12/16/2016	(16.79)
10640791	Building Maintenance & Supplies	Paid by Check #10951		11/09/2016	12/16/2016	12/16/2016		12/16/2016	96.83
10640800	Building Maintenance & Supplies	Paid by Check #10951		11/09/2016	12/16/2016	12/16/2016		12/16/2016	10.94
10640826	Repairs/Maintenance	Paid by Check #10951		11/10/2016	12/16/2016	12/16/2016		12/16/2016	5.44
10640833	Building Maintenance & Supplies	Paid by Check #10951		11/10/2016	12/16/2016	12/16/2016		12/16/2016	1.79
10640841	Fleet Equipment & Supplies	Paid by Check #10951		11/10/2016	12/16/2016	12/16/2016		12/16/2016	14.27
10640850	Repairs/Maintenance	Paid by Check #10951		11/10/2016	12/16/2016	12/16/2016		12/16/2016	8.80
10640852	Office Supplies	Paid by Check #10951		11/10/2016	12/16/2016	12/16/2016		12/16/2016	66.50
10640854	Office Supplies	Paid by Check #10951		11/10/2016	12/16/2016	12/16/2016		12/16/2016	(23.45)
10640855	Office Supplies	Paid by Check #10951		11/10/2016	12/16/2016	12/16/2016		12/16/2016	13.03
10640886	Building Maintenance & Supplies	Paid by Check #10951		11/10/2016	12/16/2016	12/16/2016		12/16/2016	40.15
10640902	Building Maintenance & Supplies	Paid by Check #10951		11/10/2016	12/16/2016	12/16/2016		12/16/2016	10.85
10640906	Fleet Equipment & Supplies	Paid by Check #10951		11/10/2016	12/16/2016	12/16/2016		12/16/2016	(43.04)
10640912	Fleet Equipment & Supplies	Paid by Check #10951		11/10/2016	12/16/2016	12/16/2016		12/16/2016	59.06
10640924	Fleet Equipment & Supplies	Paid by Check #10951		11/10/2016	12/16/2016	12/16/2016		12/16/2016	28.58
10640937	Fleet Equipment & Supplies	Paid by Check #10951		11/10/2016	12/16/2016	12/16/2016		12/16/2016	2.74
10640968	Fleet Equipment & Supplies	Paid by Check #10951		11/10/2016	12/16/2016	12/16/2016		12/16/2016	19.55
10641138	Repairs/Maintenance	Paid by Check #10951		11/12/2016	12/16/2016	12/16/2016		12/16/2016	13.57
10641176	Building Maintenance & Supplies	Paid by Check #10951		11/14/2016	12/16/2016	12/16/2016		12/16/2016	30.13
10641201	Fleet Equipment & Supplies	Paid by Check #10951		11/14/2016	12/16/2016	12/16/2016		12/16/2016	37.53
10641204	Building Maintenance & Supplies	Paid by Check #10951		11/14/2016	12/16/2016	12/16/2016		12/16/2016	29.34
10641205	Fleet Equipment & Supplies	Paid by Check #10951		11/14/2016	12/16/2016	12/16/2016		12/16/2016	29.35
10641215	Supplies	Paid by Check #10951		11/14/2016	12/16/2016	12/16/2016		12/16/2016	8.41
10641241	Building Maintenance & Supplies	Paid by Check #10951		11/14/2016	12/16/2016	12/16/2016		12/16/2016	6.45
10641267	Fleet Equipment & Supplies	Paid by Check #10951		11/14/2016	12/16/2016	12/16/2016		12/16/2016	152.57
10641271	Building Maintenance & Supplies	Paid by Check #10951		11/14/2016	12/16/2016	12/16/2016		12/16/2016	22.49
10641300	Building Maintenance & Supplies	Paid by Check #10951		11/15/2016	12/16/2016	12/16/2016		12/16/2016	40.86
10641343	Building Maintenance & Supplies	Paid by Check #10951		11/15/2016	12/16/2016	12/16/2016		12/16/2016	75.96
10641346	Fleet Equipment & Supplies	Paid by Check #10951		11/15/2016	12/16/2016	12/16/2016		12/16/2016	64.74
10641374	Building Maintenance & Supplies	Paid by Check #10951		11/15/2016	12/16/2016	12/16/2016		12/16/2016	9.74
10641420	Fleet Equipment & Supplies	Paid by Check #10951		11/16/2016	12/16/2016	12/16/2016		12/16/2016	31.60
10641421	Repairs/Maintenance	Paid by Check #10951		11/16/2016	12/16/2016	12/16/2016		12/16/2016	58.71
10641424	Building Maintenance & Supplies	Paid by Check #10951		11/16/2016	12/16/2016	12/16/2016		12/16/2016	7.32
10641436	Fleet Equipment & Supplies	Paid by Check #10951		11/16/2016	12/16/2016	12/16/2016		12/16/2016	32.95
10641441	Building Maintenance & Supplies	Paid by Check #10951		11/16/2016	12/16/2016	12/16/2016		12/16/2016	4.88
10641466	Building Maintenance & Supplies	Paid by Check #10951		11/16/2016	12/16/2016	12/16/2016		12/16/2016	4.88
10641500	Repairs/Maintenance	Paid by Check #10951		11/16/2016	12/16/2016	12/16/2016		12/16/2016	20.76
10641513	Repairs/Maintenance	Paid by Check #10951		11/16/2016	12/16/2016	12/16/2016		12/16/2016	.39
10641515	Repairs/Maintenance	Paid by Check #10951		11/16/2016	12/16/2016	12/16/2016		12/16/2016	109.50



Accounts Payable Invoice Report

Payment Date Range 12/11/16 - 12/16/16
Report By Vendor - Invoice
Summary Listing

Invoice Number	Invoice Description	Status	Held Reason	Invoice Date	Due Date	G/L Date	Received Date	Payment Date	Invoice Net Amount
Vendor 4 - Dinuba Lumber Company									
10641557	Repairs/Maintenance	Paid by Check #10951		11/17/2016	12/16/2016	12/16/2016		12/16/2016	7.82
10641596	Repairs/Maintenance	Paid by Check #10951		11/17/2016	12/16/2016	12/16/2016		12/16/2016	151.71
10641599	Repairs/Maintenance	Paid by Check #10951		11/17/2016	12/16/2016	12/16/2016		12/16/2016	41.04
10641603	Repairs/Maintenance	Paid by Check #10951		11/17/2016	12/16/2016	12/16/2016		12/16/2016	61.32
10641645	Repairs/Maintenance	Paid by Check #10951		11/17/2016	12/16/2016	12/16/2016		12/16/2016	15.64
10641648	Office Supplies	Paid by Check #10951		11/17/2016	12/16/2016	12/16/2016		12/16/2016	28.93
10641666	Fleet Equipment & Supplies	Paid by Check #10951		11/17/2016	12/16/2016	12/16/2016		12/16/2016	10.79
10641690	Repairs/Maintenance	Paid by Check #10951		11/18/2016	12/16/2016	12/16/2016		12/16/2016	10.93
10641703	Fleet Equipment & Supplies	Paid by Check #10951		11/18/2016	12/16/2016	12/16/2016		12/16/2016	42.05
10641799	Repairs/Maintenance	Paid by Check #10951		11/18/2016	12/16/2016	12/16/2016		12/16/2016	286.28
10641940	Repairs/Maintenance	Paid by Check #10951		11/20/2016	12/16/2016	12/16/2016		12/16/2016	5.67
10641970	Repairs/Maintenance	Paid by Check #10951		11/21/2016	12/16/2016	12/16/2016		12/16/2016	30.82
10642003	Office Supplies	Paid by Check #10951		11/21/2016	12/16/2016	12/16/2016		12/16/2016	31.31
10642007	Fleet Equipment & Supplies	Paid by Check #10951		11/21/2016	12/16/2016	12/16/2016		12/16/2016	10.77
10642018	Repairs/Maintenance	Paid by Check #10951		11/21/2016	12/16/2016	12/16/2016		12/16/2016	35.21
10642051	Fleet Equipment & Supplies	Paid by Check #10951		11/21/2016	12/16/2016	12/16/2016		12/16/2016	27.10
10642062	Fleet Equipment & Supplies	Paid by Check #10951		11/21/2016	12/16/2016	12/16/2016		12/16/2016	27.35
10642100	Fleet Equipment & Supplies	Paid by Check #10951		11/22/2016	12/16/2016	12/16/2016		12/16/2016	29.35
10642103	Repairs/Maintenance	Paid by Check #10951		11/22/2016	12/16/2016	12/16/2016		12/16/2016	396.94
10642106	Repairs/Maintenance	Paid by Check #10951		11/22/2016	12/16/2016	12/16/2016		12/16/2016	37.58
10642123	Fleet Equipment & Supplies	Paid by Check #10951		11/22/2016	12/16/2016	12/16/2016		12/16/2016	15.80
10642129	Fleet Equipment & Supplies	Paid by Check #10951		11/22/2016	12/16/2016	12/16/2016		12/16/2016	14.67
10642133	Repairs/Maintenance	Paid by Check #10951		11/22/2016	12/16/2016	12/16/2016		12/16/2016	24.46
10642182	Supplies	Paid by Check #10951		11/22/2016	12/16/2016	12/16/2016		12/16/2016	74.56
10642188	Supplies	Paid by Check #10951		11/22/2016	12/16/2016	12/16/2016		12/16/2016	(26.63)
10642192	Supplies	Paid by Check #10951		11/22/2016	12/16/2016	12/16/2016		12/16/2016	8.00
10642199	Fleet Equipment & Supplies	Paid by Check #10951		11/22/2016	12/16/2016	12/16/2016		12/16/2016	21.92
10642211	Supplies	Paid by Check #10951		11/22/2016	12/16/2016	12/16/2016		12/16/2016	24.04
10642227	Fleet Equipment & Supplies	Paid by Check #10951		11/23/2016	12/16/2016	12/16/2016		12/16/2016	2.24
10642228	Repairs/Maintenance	Paid by Check #10951		11/23/2016	12/16/2016	12/16/2016		12/16/2016	23.48
10642230	Small Equipment	Paid by Check #10951		11/23/2016	12/16/2016	12/16/2016		12/16/2016	3.12
10642251	Supplies	Paid by Check #10951		11/23/2016	12/16/2016	12/16/2016		12/16/2016	11.18
10642255	Repairs/Maintenance	Paid by Check #10951		11/23/2016	12/16/2016	12/16/2016		12/16/2016	1.36
10642256	Repairs/Maintenance	Paid by Check #10951		11/23/2016	12/16/2016	12/16/2016		12/16/2016	(1.36)
10642257	Repairs/Maintenance	Paid by Check #10951		11/23/2016	12/16/2016	12/16/2016		12/16/2016	4.39
10642342	Office Supplies	Paid by Check #10951		11/23/2016	12/16/2016	12/16/2016		12/16/2016	34.10
10642412	Fleet Equipment & Supplies	Paid by Check #10951		11/25/2016	12/16/2016	12/16/2016		12/16/2016	2.58
10642495	Repairs/Maintenance	Paid by Check #10951		11/26/2016	12/16/2016	12/16/2016		12/16/2016	18.17
10642590	Fleet Equipment & Supplies	Paid by Check #10951		11/28/2016	12/16/2016	12/16/2016		12/16/2016	8.31
10642600	Vehicles	Paid by Check #10951		11/28/2016	12/16/2016	12/16/2016		12/16/2016	11.85
10642616	Supplies	Paid by Check #10951		11/28/2016	12/16/2016	12/16/2016		12/16/2016	6.35



Accounts Payable Invoice Report

Payment Date Range 12/11/16 - 12/16/16
Report By Vendor - Invoice
Summary Listing

Invoice Number	Invoice Description	Status	Held Reason	Invoice Date	Due Date	G/L Date	Received Date	Payment Date	Invoice Net Amount
Vendor 4 - Dinuba Lumber Company									
10642652	Supplies	Paid by Check #10951		11/28/2016	12/16/2016	12/16/2016		12/16/2016	10.53
10642723	Fleet Equipment & Supplies	Paid by Check #10951		11/29/2016	12/16/2016	12/16/2016		12/16/2016	69.07
10642740	Building Maintenance & Supplies	Paid by Check #10951		11/29/2016	12/16/2016	12/16/2016		12/16/2016	6.55
10642762	Fleet Equipment & Supplies	Paid by Check #10951		11/29/2016	12/16/2016	12/16/2016		12/16/2016	14.95
10642765	Fleet Equipment & Supplies	Paid by Check #10951		11/29/2016	12/16/2016	12/16/2016		12/16/2016	16.81
10642788	Fleet Equipment & Supplies	Paid by Check #10951		11/29/2016	12/16/2016	12/16/2016		12/16/2016	20.17
10642796	Fleet Equipment & Supplies	Paid by Check #10951		11/29/2016	12/16/2016	12/16/2016		12/16/2016	14.92
10642809	Fleet Equipment & Supplies	Paid by Check #10951		11/29/2016	12/16/2016	12/16/2016		12/16/2016	80.23
10642870	Building Maintenance & Supplies	Paid by Check #10951		11/30/2016	12/16/2016	12/16/2016		12/16/2016	14.92
10642894	Repairs/Maintenance	Paid by Check #10951		11/30/2016	12/16/2016	12/16/2016		12/16/2016	5.66
10642911	Building Maintenance & Supplies	Paid by Check #10951		11/30/2016	12/16/2016	12/16/2016		12/16/2016	34.98
10642951	Fleet Equipment & Supplies	Paid by Check #10951		11/30/2016	12/16/2016	12/16/2016		12/16/2016	9.78
10642961	Building Maintenance & Supplies	Paid by Check #10951		11/30/2016	12/16/2016	12/16/2016		12/16/2016	24.50
10642993	Office Supplies	Paid by Check #10951		11/30/2016	12/16/2016	12/16/2016		12/16/2016	8.98
10642157	Fleet Equipment & Supplies	Paid by Check #10951		12/22/2016	12/16/2016	12/16/2016		12/16/2016	41.01
Vendor 4 - Dinuba Lumber Company Totals							Invoices	147	\$4,940.04
Vendor 341 - Dinuba Tires LLC									
69636	Repairs/Maintenance	Paid by Check #10952		11/15/2016	12/16/2016	12/16/2016		12/16/2016	30.00
69644	Repairs/Maintenance	Paid by Check #10952		11/23/2016	12/16/2016	12/16/2016		12/16/2016	10.00
69648	Repairs/Maintenance	Paid by Check #10952		11/28/2016	12/16/2016	12/16/2016		12/16/2016	10.00
69657	Repairs/Maintenance	Paid by Check #10952		12/03/2016	12/16/2016	12/16/2016		12/16/2016	20.00
69659	Repairs/Maintenance	Paid by Check #10952		12/05/2016	12/16/2016	12/16/2016		12/16/2016	15.00
69661	Repairs/Maintenance	Paid by Check #10952		12/05/2016	12/16/2016	12/16/2016		12/16/2016	350.00
69663	Repairs/Maintenance	Paid by Check #10952		12/05/2016	12/16/2016	12/16/2016		12/16/2016	70.00
69667	Repairs/Maintenance	Paid by Check #10952		12/06/2016	12/16/2016	12/16/2016		12/16/2016	10.00
Vendor 341 - Dinuba Tires LLC Totals							Invoices	8	\$515.00
Vendor 407 - Ed's Custom Collision Center									
7556	Damage repairs on Bus 8	Paid by Check #10953		05/13/2016	12/16/2016	12/16/2016		12/16/2016	3,524.02
Vendor 407 - Ed's Custom Collision Center Totals							Invoices	1	\$3,524.02
Vendor 309 - Elbert Distributing									
2209071	Supplies	Paid by Check #10954		12/07/2016	12/16/2016	12/16/2016		12/16/2016	152.75
Vendor 309 - Elbert Distributing Totals							Invoices	1	\$152.75
Vendor 16 - Ernest Packaging Solutions									
201946	Fy 16/17-Parks-Supplies for dept	Paid by Check #10955		11/18/2016	12/16/2016	12/16/2016	12/12/2016	12/16/2016	402.79
Vendor 16 - Ernest Packaging Solutions Totals							Invoices	1	\$402.79
Vendor 36 - Ewing Irrigation Products									
2571540	Fy 16/17-L&L-Supplies	Paid by Check #10956		12/02/2016	12/16/2016	12/16/2016	12/06/2016	12/16/2016	147.62



Accounts Payable Invoice Report

Payment Date Range 12/11/16 - 12/16/16
Report By Vendor - Invoice
Summary Listing

Invoice Number	Invoice Description	Status	Held Reason	Invoice Date	Due Date	G/L Date	Received Date	Payment Date	Invoice Net Amount
Vendor 36 - Ewing Irrigation Products									
2577627	Fy 16/17-L&L-Supplies	Paid by Check #10956		12/03/2016	12/16/2016	12/16/2016	12/12/2016	12/16/2016	1,462.41
2577628	Fy 16/17-Parks-Supplies	Paid by Check #10956		12/03/2016	12/16/2016	12/16/2016	12/06/2016	12/16/2016	74.42
2589648	Fy 16/17-L&L-Supplies	Paid by Check #10956		12/07/2016	12/16/2016	12/16/2016	12/08/2016	12/16/2016	978.14
Vendor 36 - Ewing Irrigation Products Totals							Invoices	4	\$2,662.59
Vendor 1200 - Linda Faust									
FAUST 120616	MEETING FOR DECEMBER 6, 2016	Paid by Check #10957		12/06/2016	12/16/2016	12/16/2016		12/16/2016	25.00
Vendor 1200 - Linda Faust Totals							Invoices	1	\$25.00
Vendor 235 - FERGUSON ENTERPRISES, INC.									
1233920	Supplies	Paid by Check #10958		11/30/2016	12/16/2016	12/16/2016		12/16/2016	1,693.76
1198789	Ferguson AVE 416	Paid by Check #10958		12/08/2016	12/16/2016	12/16/2016		12/16/2016	709.10
Vendor 235 - FERGUSON ENTERPRISES, INC. Totals							Invoices	2	\$2,402.86
Vendor 98 - FGL Environmental									
644771A	Professional Services	Paid by Check #10959		12/02/2016	12/16/2016	12/16/2016		12/16/2016	29.00
Vendor 98 - FGL Environmental Totals							Invoices	1	\$29.00
Vendor 765 - Future Ford of Clovis									
CM671376	Repairs/Maintenance	Paid by Check #10960		05/03/2016	12/16/2016	12/16/2016		12/16/2016	(3,463.20)
824028	Injectors for M-34	Paid by Check #10960		11/08/2016	12/16/2016	12/16/2016		12/16/2016	3,813.09
Vendor 765 - Future Ford of Clovis Totals							Invoices	2	\$349.89
Vendor 825 - G & K Services, Co.									
1258343964	Cleaning Supplies	Paid by Check #10961		12/01/2016	12/16/2016	12/16/2016		12/16/2016	82.27
1258343965	Cleaning Supplies	Paid by Check #10961		12/01/2016	12/16/2016	12/16/2016		12/16/2016	12.76
1258346848	Cleaning Supplies	Paid by Check #10961		12/08/2016	12/16/2016	12/16/2016		12/16/2016	82.27
Vendor 825 - G & K Services, Co. Totals							Invoices	3	\$177.30
Vendor 18 - The Gas Company									
1137157864912/16	Utilities	Paid by Check #10962		12/05/2016	12/16/2016	12/16/2016		12/16/2016	57.44
15571580420 1216	December 2016	Paid by Check #10962		12/05/2016	12/16/2016	12/16/2016		12/16/2016	51.36
16835138187 1216	Transit 11/01-12/05/16	Paid by Check #10962		12/05/2016	12/16/2016	12/16/2016		12/16/2016	65.92
1830985449712/16	Utilities	Paid by Check #10962		12/05/2016	12/16/2016	12/16/2016		12/16/2016	102.21
Vendor 18 - The Gas Company Totals							Invoices	4	\$276.93
Vendor 242 - Green Box Rentals, Inc.									
44456	Fy 16/17-CS-rental of storage container at Rec Cntr	Paid by Check #10963		12/08/2016	12/16/2016	12/16/2016	12/12/2016	12/16/2016	70.69
Vendor 242 - Green Box Rentals, Inc. Totals							Invoices	1	\$70.69
Vendor 379 - Guardian EMS Products									
5707726	Supplies	Paid by Check #10964		11/30/2016	12/16/2016	12/16/2016		12/16/2016	256.93



Accounts Payable Invoice Report

Payment Date Range 12/11/16 - 12/16/16
Report By Vendor - Invoice
Summary Listing

Invoice Number	Invoice Description	Status	Held Reason	Invoice Date	Due Date	G/L Date	Received Date	Payment Date	Invoice Net Amount
Vendor 379 - Guardian EMS Products									
5708706	Supplies	Paid by Check #10964		12/05/2016	12/16/2016	12/16/2016		12/16/2016	537.04
		Vendor 379 - Guardian EMS Products Totals				Invoices	2		\$793.97
Vendor 150 - H & H Tire Service Inc.									
158683	Repairs/Maintenance	Paid by Check #10965		12/06/2016	12/16/2016	12/16/2016		12/16/2016	69.95
		Vendor 150 - H & H Tire Service Inc. Totals				Invoices	1		\$69.95
Vendor 496 - The Hanover Insurance Company									
12/7/16	1510035463-001-000	Paid by Check #10966		12/07/2016	12/16/2016	12/16/2016		12/16/2016	9,280.77
		Vendor 496 - The Hanover Insurance Company Totals				Invoices	1		\$9,280.77
Vendor 174 - Howard's Pest Control									
0254668	Contractual	Paid by Check #10967		12/09/2016	12/16/2016	12/16/2016		12/16/2016	35.00
0255079	Cust No. OP1088	Paid by Check #10967		12/09/2016	12/16/2016	12/16/2016		12/16/2016	47.00
50.00	Bldg. Pest Control Service - 12/09/2016	Paid by Check #10967		12/09/2016	12/16/2016	12/16/2016		12/16/2016	50.00
0254956	Contractual	Paid by Check #10967		12/12/2016	12/16/2016	12/16/2016		12/16/2016	105.00
		Vendor 174 - Howard's Pest Control Totals				Invoices	4		\$237.00
Vendor 43 - Jack's Refrigeration Inc.									
23634	Building Maintenance & Supplies	Paid by Check #10968		11/28/2016	12/16/2016	12/16/2016		12/16/2016	75.00
		Vendor 43 - Jack's Refrigeration Inc. Totals				Invoices	1		\$75.00
Vendor 472 - Jacobson James & Associates									
1610.3695	Sentinel well monitoring October 2016	Paid by Check #10969		11/22/2016	12/16/2016	12/16/2016		12/16/2016	3,292.93
		Vendor 472 - Jacobson James & Associates Totals				Invoices	1		\$3,292.93
Vendor 1040 - Jim's Plumbing of Reedley									
2764	Repairs/Maintenance	Paid by Check #10970		11/01/2016	12/16/2016	12/16/2016		12/16/2016	280.00
		Vendor 1040 - Jim's Plumbing of Reedley Totals				Invoices	1		\$280.00
Vendor 5 - Jorgensen & Co.									
5630358	Repairs/Maintenance	Paid by Check #10971		11/28/2016	12/16/2016	12/16/2016		12/16/2016	45.00
		Vendor 5 - Jorgensen & Co. Totals				Invoices	1		\$45.00
Vendor 256 - Kamps Propane Inc.									
7596	Propane	Paid by Check #10972		11/29/2016	12/16/2016	12/16/2016		12/16/2016	207.53
		Vendor 256 - Kamps Propane Inc. Totals				Invoices	1		\$207.53
Vendor 796 - L.N. Curtis & Sons									
INV66465	Boots	Paid by Check #10973		11/23/2016	12/16/2016	12/16/2016		12/16/2016	175.40



Accounts Payable Invoice Report

Payment Date Range 12/11/16 - 12/16/16
Report By Vendor - Invoice
Summary Listing

Invoice Number	Invoice Description	Status	Held Reason	Invoice Date	Due Date	G/L Date	Received Date	Payment Date	Invoice Net Amount
Vendor 796 - L.N. Curtis & Sons									
INV68364	O2	Paid by Check #10973		12/02/2016	12/16/2016	12/16/2016		12/16/2016	711.08
Vendor 796 - L.N. Curtis & Sons Totals						Invoices	2		\$886.48
Vendor 606 - Rhonda Leland									
Cnty Medic 2016	Reimbursement	Paid by Check #10974		12/12/2016	12/16/2016	12/16/2016		12/16/2016	65.00
Vendor 606 - Rhonda Leland Totals						Invoices	1		\$65.00
Vendor 449 - Les Schwab Tire Centers of Central California									
55100123773	Repairs/Maintenance	Paid by Check #10975		12/08/2016	12/16/2016	12/16/2016		12/16/2016	367.27
Vendor 449 - Les Schwab Tire Centers of Central California Totals						Invoices	1		\$367.27
Vendor 1160 - LNI Custom Manufacturing, Inc.									
67404	15 Bus Shelters & 15 Benches / Final Payment	Paid by Check #10976		12/13/2016	12/16/2016	12/16/2016		12/16/2016	37,094.53
Vendor 1160 - LNI Custom Manufacturing, Inc. Totals						Invoices	1		\$37,094.53
Vendor 304 - Lowe's Home Centers Inc.									
6705036 12/16	Building Maintenance & Supplies	Paid by Check #10977		12/02/2016	12/16/2016	12/16/2016		12/16/2016	182.53
Vendor 304 - Lowe's Home Centers Inc. Totals						Invoices	1		\$182.53
Vendor 160 - MidValley Publishing Inc.									
0300838-IN	Fy 16/17-SE-Xmas Ad	Paid by Check #10978		11/24/2016	12/16/2016	12/16/2016	12/12/2016	12/16/2016	357.50
0300981-IN	Miscellaneous	Paid by Check #10978		11/24/2016	12/16/2016	12/16/2016		12/16/2016	178.50
Vendor 160 - MidValley Publishing Inc. Totals						Invoices	2		\$536.00
Vendor 22 - Moore Twining Associates Inc.									
6136022	Professional Services	Paid by Check #10979		12/05/2016	12/16/2016	12/16/2016		12/16/2016	88.00
6136030	Professional Services	Paid by Check #10979		12/05/2016	12/16/2016	12/16/2016		12/16/2016	45.00
6136031	Professional Services	Paid by Check #10979		12/05/2016	12/16/2016	12/16/2016		12/16/2016	63.00
6136193	Professional Services	Paid by Check #10979		12/07/2016	12/16/2016	12/16/2016		12/16/2016	88.00
6136194	Professional Services	Paid by Check #10979		12/07/2016	12/16/2016	12/16/2016		12/16/2016	35.00
6136195	Professional Services	Paid by Check #10979		12/07/2016	12/16/2016	12/16/2016		12/16/2016	35.00
6136253	Professional Services	Paid by Check #10979		12/12/2016	12/16/2016	12/16/2016		12/16/2016	88.00
Vendor 22 - Moore Twining Associates Inc. Totals						Invoices	7		\$442.00
Vendor 88 - Municipal Maintenance Equipment Inc.									
0115098-IN	Repairs/Maintenance	Paid by Check #10980		11/23/2016	12/16/2016	12/16/2016		12/16/2016	736.02
Vendor 88 - Municipal Maintenance Equipment Inc. Totals						Invoices	1		\$736.02



Accounts Payable Invoice Report

Payment Date Range 12/11/16 - 12/16/16
Report By Vendor - Invoice
Summary Listing

Invoice Number	Invoice Description	Status	Held Reason	Invoice Date	Due Date	G/L Date	Received Date	Payment Date	Invoice Net Amount
Vendor 284 - MV Transportation, Inc.									
72270	Nov. 2016 Monthly Billing	Paid by Check #10981		12/05/2016	12/16/2016	12/16/2016		12/16/2016	42,782.89
Vendor 284 - MV Transportation, Inc. Totals								Invoices 1	\$42,782.89
Vendor 884 - Napa Auto Parts									
342381	Repairs/Maintenance	Paid by Check #10982		12/07/2016	12/16/2016	12/16/2016		12/16/2016	65.32
343365	Repairs/Maintenance	Paid by Check #10982		12/12/2016	12/16/2016	12/16/2016		12/16/2016	224.21
Vendor 884 - Napa Auto Parts Totals								Invoices 2	\$289.53
Vendor 142 - Office Depot BSD									
878338325001	Office Supplies	Paid by Check #10983		11/10/2016	12/16/2016	12/16/2016		12/16/2016	165.32
883910693001	Fy 16/17-Office Supplies	Paid by Check #10983		12/01/2016	12/16/2016	12/16/2016	12/09/2016	12/16/2016	147.33
Vendor 142 - Office Depot BSD Totals								Invoices 2	\$312.65
Vendor 76 - Pacific Gas & Electric									
8218800681911/16	Utilities	Paid by Check #10988		11/22/2016	12/16/2016	12/16/2016		12/16/2016	1,253.40
00075956284	Utilities	Paid by Check #10984		11/23/2016	12/16/2016	12/16/2016		12/16/2016	85.39
0418167531711/16	Utilities	Paid by Check #10986		11/28/2016	12/16/2016	12/16/2016		12/16/2016	165.59
0584832101311/16	Utilities	Paid by Check #10986		11/28/2016	12/16/2016	12/16/2016		12/16/2016	34.97
0766265341411/16	Utilities	Paid by Check #10989		11/28/2016	12/16/2016	12/16/2016		12/16/2016	81.82
1349551825311/16	Utilities	Paid by Check #10989		11/28/2016	12/16/2016	12/16/2016		12/16/2016	24.22
3120184832711/16	Utilities	Paid by Check #10986		11/28/2016	12/16/2016	12/16/2016		12/16/2016	3,494.36
3230483783711/16	Utilities	Paid by Check #10986		11/28/2016	12/16/2016	12/16/2016		12/16/2016	11.17
3600674390411/16	Utilities	Paid by Check #10989		11/28/2016	12/16/2016	12/16/2016		12/16/2016	79.81
4592247189611/16	Utilities	Paid by Check #10986		11/28/2016	12/16/2016	12/16/2016		12/16/2016	29.02
4689942560011/16	Utilities	Paid by Check #10989		11/28/2016	12/16/2016	12/16/2016		12/16/2016	13.55
4979039280411/16	DSC Elec. 10/26 - 11/27/16	Paid by Check #10985		11/28/2016	12/16/2016	12/16/2016		12/16/2016	392.40
5564264294011/16	Utilities	Paid by Check #10989		11/28/2016	12/16/2016	12/16/2016		12/16/2016	35.72
5883091940111/16	Utilities	Paid by Check #10987		11/28/2016	12/16/2016	12/16/2016		12/16/2016	26.81
6220088828711/16	Utilities	Paid by Check #10989		11/28/2016	12/16/2016	12/16/2016		12/16/2016	151.02
6782667017511/16	Utilities	Paid by Check #10989		11/28/2016	12/16/2016	12/16/2016		12/16/2016	115.93
7905465742811/16	Utilities	Paid by Check #10989		11/28/2016	12/16/2016	12/16/2016		12/16/2016	10.84
8116588543511/16	Utilities	Paid by Check #10989		11/28/2016	12/16/2016	12/16/2016		12/16/2016	48.75
8376497226711/16	Utilities	Paid by Check #10988		11/28/2016	12/16/2016	12/16/2016		12/16/2016	119.81
8968787345811/16	Utilities	Paid by Check #10988		11/28/2016	12/16/2016	12/16/2016		12/16/2016	120.05
9492174922511/16	Utilities	Paid by Check #10988		11/28/2016	12/16/2016	12/16/2016		12/16/2016	10.84
2459149581711/16	Utilities	Paid by Check #10986		11/29/2016	12/16/2016	12/16/2016		12/16/2016	386.05
4751971656811/16	Utilities	Paid by Check #10987		11/29/2016	12/16/2016	12/16/2016		12/16/2016	25.80
4772157652911/16	Utilities	Paid by Check #10987		11/29/2016	12/16/2016	12/16/2016		12/16/2016	125.39
4895917202311/16	Utilities	Paid by Check #10987		11/29/2016	12/16/2016	12/16/2016		12/16/2016	10.84
4939694448711/16	Utilities	Paid by Check #10987		11/29/2016	12/16/2016	12/16/2016		12/16/2016	11.36



Accounts Payable Invoice Report

Payment Date Range 12/11/16 - 12/16/16
Report By Vendor - Invoice
Summary Listing

Invoice Number	Invoice Description	Status	Held Reason	Invoice Date	Due Date	G/L Date	Received Date	Payment Date	Invoice Net Amount
Vendor 76 - Pacific Gas & Electric									
535548862711/16	Utilities	Paid by Check #10987		11/29/2016	12/16/2016	12/16/2016		12/16/2016	50.24
5657667089911/16	Utilities	Paid by Check #10987		11/29/2016	12/16/2016	12/16/2016		12/16/2016	62.28
6657667025211/16	Utilities	Paid by Check #10988		11/29/2016	12/16/2016	12/16/2016		12/16/2016	47.87
8647150103011/16	Utilities	Paid by Check #10988		11/29/2016	12/16/2016	12/16/2016		12/16/2016	51.70
9001498229311/16	Utilities	Paid by Check #10985		11/29/2016	12/16/2016	12/16/2016		12/16/2016	915.97
3616571038911/16	Utilities	Paid by Check #10986		11/30/2016	12/16/2016	12/16/2016		12/16/2016	468.93
5064695483911/16	Utilities	Paid by Check #10987		11/30/2016	12/16/2016	12/16/2016		12/16/2016	86.54
5751498437611/16	Utilities	Paid by Check #10989		11/30/2016	12/16/2016	12/16/2016		12/16/2016	105.86
7149346409411/16	Utilities	Paid by Check #10988		11/30/2016	12/16/2016	12/16/2016		12/16/2016	2,552.34
8981923387811/16	Utilities	Paid by Check #10988		11/30/2016	12/16/2016	12/16/2016		12/16/2016	48.78
1416294094512/16	Utilities	Paid by Check #10986		12/01/2016	12/16/2016	12/16/2016		12/16/2016	46.06
3354641796612/16	Utilities	Paid by Check #10986		12/01/2016	12/16/2016	12/16/2016		12/16/2016	57.47
6428642221312/16	Utilities	Paid by Check #10987		12/01/2016	12/16/2016	12/16/2016		12/16/2016	21.68
8633990399812/16	Utilities	Paid by Check #10988		12/01/2016	12/16/2016	12/16/2016		12/16/2016	21.69
6870376077412/16	Utilities	Paid by Check #10985		12/07/2016	12/16/2016	12/16/2016		12/16/2016	108.02
5683054506912/16	Utilities	Paid by Check #10985		12/08/2016	12/16/2016	12/16/2016		12/16/2016	1,484.47
Vendor 76 - Pacific Gas & Electric Totals						Invoices	42		\$12,994.81
Vendor 7 - Pena's Disposal Services									
272558	Fall Clean Up - 2016	Paid by Check #10990		11/01/2016	12/16/2016	12/16/2016		12/16/2016	12,351.34
276586	Shopping Cart Program	Paid by Check #10990		12/01/2016	12/16/2016	12/16/2016		12/16/2016	556.00
12/16 for 11/16	Monthly Disposal December for November 2016	Paid by Check #10990		12/12/2016	12/16/2016	12/16/2016		12/16/2016	96,338.67
January 2017	Contract Disposal payment for January 2017	Paid by Check #10990		01/01/2017	12/16/2016	12/16/2016		12/16/2016	60,000.00
Vendor 7 - Pena's Disposal Services Totals						Invoices	4		\$169,246.01
Vendor 1051 - Provost & Pritchard Consulting Group									
60560	P & P Civil Engineer	Paid by Check #10991		11/22/2016	12/16/2016	12/16/2016		12/16/2016	1,406.20
60561	P & P 2016 UWMP	Paid by Check #10991		11/22/2016	12/16/2016	12/16/2016		12/16/2016	91.00
60562	P & P ridge Creek Ranch Subdivision	Paid by Check #10991		11/22/2016	12/16/2016	12/16/2016		12/16/2016	2,261.10
Vendor 1051 - Provost & Pritchard Consulting Group Totals						Invoices	3		\$3,758.30
Vendor 968 - Quic Shop Markets, Inc.									
10423	Repairs/Maintenance	Paid by Check #10992		12/02/2016	12/16/2016	12/16/2016		12/16/2016	5.00
Vendor 968 - Quic Shop Markets, Inc. Totals						Invoices	1		\$5.00
Vendor 245 - Ray A. Morgan Company, Inc.									
1434167	9/3 - 12/2/16	Paid by Check #10993		12/02/2016	12/16/2016	12/16/2016		12/16/2016	169.13
Vendor 245 - Ray A. Morgan Company, Inc. Totals						Invoices	1		\$169.13



Accounts Payable Invoice Report

Payment Date Range 12/11/16 - 12/16/16
Report By Vendor - Invoice
Summary Listing

Invoice Number	Invoice Description	Status	Held Reason	Invoice Date	Due Date	G/L Date	Received Date	Payment Date	Invoice Net Amount
Vendor 532 - React Medical Training									
981	Text Books	Paid by Check #10994		12/01/2016	12/16/2016	12/16/2016		12/16/2016	1,110.00
		Vendor 532 - React Medical Training Totals				Invoices	1		<u>\$1,110.00</u>
Vendor 1080 - Rethought Reborn									
1279	Transit Advertising - Revenue Sharing November 2016	Paid by Check #10995		11/02/2016	12/16/2016	12/16/2016		12/16/2016	1,210.80
		Vendor 1080 - Rethought Reborn Totals				Invoices	1		<u>\$1,210.80</u>
Vendor 797 - Safety Network Traffic Control Services, Inc.									
00013053	Fy 16/17-SE -Rental of barricades for Xmas parade	Paid by Check #10996		12/03/2016	12/16/2016	12/16/2016	12/12/2016	12/16/2016	485.00
		Vendor 797 - Safety Network Traffic Control Services, Inc. Totals				Invoices	1		<u>\$485.00</u>
Vendor 42 - Scout Specialties									
102535	Fleet Equipment & Supplies	Paid by Check #10997		11/29/2016	12/16/2016	12/16/2016		12/16/2016	41.22
102546	Supplies	Paid by Check #10997		11/29/2016	12/16/2016	12/16/2016		12/16/2016	273.54
102550	Fleet Equipment & Supplies	Paid by Check #10997		11/30/2016	12/16/2016	12/16/2016		12/16/2016	5.48
102645	Fleet Equipment & Supplies	Paid by Check #10997		12/02/2016	12/16/2016	12/16/2016		12/16/2016	35.88
		Vendor 42 - Scout Specialties Totals				Invoices	4		<u>\$356.12</u>
Vendor 1056 - Select Fire Group DBA: Ammo Dogs									
86	Supplies	Paid by Check #10998		11/10/2016	12/16/2016	12/16/2016		12/16/2016	1,522.50
		Vendor 1056 - Select Fire Group DBA: Ammo Dogs Totals				Invoices	1		<u>\$1,522.50</u>
Vendor 535 - SGI Construction Management									
500033-32	SGI Const Mng. Ave 416 project	Paid by Check #10999		12/01/2016	12/16/2016	12/16/2016		12/16/2016	44,395.30
		Vendor 535 - SGI Construction Management Totals				Invoices	1		<u>\$44,395.30</u>
Vendor 10 - Smith Auto Parts									
02IN022897	Vehicles	Paid by Check #11000		11/01/2016	12/16/2016	12/16/2016		12/16/2016	14.87
02IN022973	Vehicles	Paid by Check #11000		11/01/2016	12/16/2016	12/16/2016		12/16/2016	45.26
02IN022988	Vehicles	Paid by Check #11000		11/02/2016	12/16/2016	12/16/2016		12/16/2016	72.82
02IN022989	Vehicles	Paid by Check #11000		11/02/2016	12/16/2016	12/16/2016		12/16/2016	2.15
02IN023050	Vehicles	Paid by Check #11000		11/03/2016	12/16/2016	12/16/2016		12/16/2016	125.01
02IN023066	Vehicles	Paid by Check #11000		11/03/2016	12/16/2016	12/16/2016		12/16/2016	13.01
02IN023068	Vehicles	Paid by Check #11000		11/03/2016	12/16/2016	12/16/2016		12/16/2016	705.44
02IN023099	Vehicles	Paid by Check #11000		11/03/2016	12/16/2016	12/16/2016		12/16/2016	39.56
02IN023254	Vehicles	Paid by Check #11000		11/07/2016	12/16/2016	12/16/2016		12/16/2016	28.46
02IN023280	Vehicles	Paid by Check #11000		11/07/2016	12/16/2016	12/16/2016		12/16/2016	3.13
02IN023314	Vehicles	Paid by Check #11000		11/08/2016	12/16/2016	12/16/2016		12/16/2016	41.27
02IN023377	Vehicles	Paid by Check #11000		11/08/2016	12/16/2016	12/16/2016		12/16/2016	237.29



Accounts Payable Invoice Report

Payment Date Range 12/11/16 - 12/16/16
Report By Vendor - Invoice
Summary Listing

Invoice Number	Invoice Description	Status	Held Reason	Invoice Date	Due Date	G/L Date	Received Date	Payment Date	Invoice Net Amount
Vendor 10 - Smith Auto Parts									
02IN023411	Vehicles	Paid by Check #11000		11/09/2016	12/16/2016	12/16/2016		12/16/2016	55.01
02IN023474	Vehicles	Paid by Check #11000		11/09/2016	12/16/2016	12/16/2016		12/16/2016	18.57
02IN023491	Vehicles	Paid by Check #11000		11/10/2016	12/16/2016	12/16/2016		12/16/2016	20.03
02IN023515	Vehicles	Paid by Check #11000		11/10/2016	12/16/2016	12/16/2016		12/16/2016	25.21
02IN023672	Vehicles	Paid by Check #11000		11/14/2016	12/16/2016	12/16/2016		12/16/2016	18.57
02IN023692	Vehicles	Paid by Check #11000		11/14/2016	12/16/2016	12/16/2016		12/16/2016	53.57
02IN023715	Vehicles	Paid by Check #11000		11/14/2016	12/16/2016	12/16/2016		12/16/2016	21.73
02IN023722	Vehicles	Paid by Check #11000		11/14/2016	12/16/2016	12/16/2016		12/16/2016	52.11
02IN023750	Supplies	Paid by Check #11000		11/15/2016	12/16/2016	12/16/2016		12/16/2016	21.73
02IN023849	Vehicles	Paid by Check #11000		11/16/2016	12/16/2016	12/16/2016		12/16/2016	12.05
02IN023889	Vehicles	Paid by Check #11000		11/17/2016	12/16/2016	12/16/2016		12/16/2016	16.00
02IN024000	Vehicles	Paid by Check #11000		11/18/2016	12/16/2016	12/16/2016		12/16/2016	150.65
02IN024061	Vehicles	Paid by Check #11000		11/21/2016	12/16/2016	12/16/2016		12/16/2016	5.17
02IN024077	Vehicles	Paid by Check #11000		11/21/2016	12/16/2016	12/16/2016		12/16/2016	1.44
02IN024118	Vehicles	Paid by Check #11000		11/21/2016	12/16/2016	12/16/2016		12/16/2016	82.52
02IN024157	Vehicles	Paid by Check #11000		11/22/2016	12/16/2016	12/16/2016		12/16/2016	19.51
02IN024158	Vehicles	Paid by Check #11000		11/22/2016	12/16/2016	12/16/2016		12/16/2016	111.58
02IN024159	Vehicles	Paid by Check #11000		11/22/2016	12/16/2016	12/16/2016		12/16/2016	52.19
02IN024196	Vehicles	Paid by Check #11000		11/22/2016	12/16/2016	12/16/2016		12/16/2016	136.25
02IN024368	Vehicles	Paid by Check #11000		11/28/2016	12/16/2016	12/16/2016		12/16/2016	181.75
02IN024388	Vehicles	Paid by Check #11000		11/28/2016	12/16/2016	12/16/2016		12/16/2016	40.15
02IN024418	Vehicles	Paid by Check #11000		11/28/2016	12/16/2016	12/16/2016		12/16/2016	55.44
02CR003163	Vehicles	Paid by Check #11000		11/29/2016	12/16/2016	12/16/2016		12/16/2016	(22.87)
02IN024519	Vehicles	Paid by Check #11000		11/29/2016	12/16/2016	12/16/2016		12/16/2016	17.89
02IN024530	Vehicles	Paid by Check #11000		11/29/2016	12/16/2016	12/16/2016		12/16/2016	111.82
02IN024546	Vehicles	Paid by Check #11000		11/29/2016	12/16/2016	12/16/2016		12/16/2016	22.87
02CR003173	Vehicles	Paid by Check #11000		11/30/2016	12/16/2016	12/16/2016		12/16/2016	(22.87)
02IN024554	Vehicles	Paid by Check #11000		11/30/2016	12/16/2016	12/16/2016		12/16/2016	22.02
02IN024591	Vehicles	Paid by Check #11000		11/30/2016	12/16/2016	12/16/2016		12/16/2016	31.39
02IN024600	Vehicles	Paid by Check #11000		11/30/2016	12/16/2016	12/16/2016		12/16/2016	22.87
02IN024601	Vehicles	Paid by Check #11000		11/30/2016	12/16/2016	12/16/2016		12/16/2016	67.75
02IN024622	Vehicles	Paid by Check #11000		11/30/2016	12/16/2016	12/16/2016		12/16/2016	57.60
Vendor 10 - Smith Auto Parts Totals							Invoices	44	\$2,787.97
Vendor 431 - Sparkletts									
5080509 112416	Contractual	Paid by Check #11001		11/24/2016	12/16/2016	12/16/2016		12/16/2016	9.80
Vendor 431 - Sparkletts Totals							Invoices	1	\$9.80
Vendor 278 - Supplyworks									
385342464	Cleaning Supplies	Paid by Check #11002		12/01/2016	12/16/2016	12/16/2016		12/16/2016	378.68



Accounts Payable Invoice Report

Payment Date Range 12/11/16 - 12/16/16
Report By Vendor - Invoice
Summary Listing

Invoice Number	Invoice Description	Status	Held Reason	Invoice Date	Due Date	G/L Date	Received Date	Payment Date	Invoice Net Amount
Vendor 278 - Supplyworks									
385342472	Cleaning Supplies	Paid by Check #11002		12/01/2016	12/16/2016	12/16/2016		12/16/2016	504.50
			Vendor 278 - Supplyworks Totals			Invoices	2		\$883.18
Vendor 86 - SWRCB									
WD-0122219	Dues & Subscriptions	Paid by Check #11003		12/01/2016	12/16/2016	12/16/2016		12/16/2016	2,088.00
			Vendor 86 - SWRCB Totals			Invoices	1		\$2,088.00
Vendor 189 - Terminix International									
360458316	Fy 16/17-CS-Pest control service for rec center	Paid by Check #11004		11/16/2016	12/16/2016	12/16/2016	12/12/2016	12/16/2016	55.00
			Vendor 189 - Terminix International Totals			Invoices	1		\$55.00
Vendor 329 - Townsend Public Affairs									
12037	December 2016	Paid by Check #11005		12/31/2016	12/16/2016	12/16/2016		12/16/2016	5,000.00
			Vendor 329 - Townsend Public Affairs Totals			Invoices	1		\$5,000.00
Vendor 902 - Tractor Supply Credit Plan									
0027 11/29/16	Supplies	Paid by Check #11006		11/29/2016	12/16/2016	12/16/2016		12/16/2016	104.37
			Vendor 902 - Tractor Supply Credit Plan Totals			Invoices	1		\$104.37
Vendor 49 - Tulare County									
2016-16 FILING	Contractual	Paid by Check #11007		12/07/2016	12/16/2016	12/16/2016		12/16/2016	58.00
2016-17 FILING	Contractual	Paid by Check #11007		12/07/2016	12/16/2016	12/16/2016		12/16/2016	58.00
			Vendor 49 - Tulare County Totals			Invoices	2		\$116.00
Vendor 815 - Tulare County Chief's Association									
2017membership	Dues & Subscriptions	Paid by Check #11008		12/08/2016	12/16/2016	12/16/2016		12/16/2016	200.00
			Vendor 815 - Tulare County Chief's Association Totals			Invoices	1		\$200.00
Vendor 729 - Tulare Regional Medical Center									
88991989 113016	Professional Services	Paid by Check #11009		11/30/2016	12/16/2016	12/16/2016		12/16/2016	288.00
			Vendor 729 - Tulare Regional Medical Center Totals			Invoices	1		\$288.00
Vendor 722 - United States Postal Service									
12.5.16	Postage meter replenishment 12.5.16	Paid by Check #11010		12/05/2016	12/16/2016	12/16/2016		12/16/2016	2,500.00
			Vendor 722 - United States Postal Service Totals			Invoices	1		\$2,500.00
Vendor 375 - Upper Kings Basin Intergrated Regional Water Mgmt.									
2017-03	Assessment of Fiscal Year 2017 Member Dues	Paid by Check #11011		10/26/2016	12/16/2016	12/16/2016		12/16/2016	7,000.00
			Vendor 375 - Upper Kings Basin Intergrated Regional Water Mgmt. Totals			Invoices	1		\$7,000.00



Accounts Payable Invoice Report

Payment Date Range 12/11/16 - 12/16/16
Report By Vendor - Invoice
Summary Listing

Invoice Number	Invoice Description	Status	Held Reason	Invoice Date	Due Date	G/L Date	Received Date	Payment Date	Invoice Net Amount
Vendor 273 - US Bank									
869360131648	Fleet Equipment & Supplies	Paid by Check #11013		11/24/2016	12/16/2016	12/16/2016		12/16/2016	1,173.86
318469384	Transit 11/20-12/20/16	Paid by Check #11012		11/25/2016	12/16/2016	12/16/2016		12/16/2016	575.80
318469467	ACCT# 530029	Paid by Check #11012		11/25/2016	12/16/2016	12/16/2016		12/16/2016	1,034.07
11/1/16-11/30/16	Contractual	Paid by Check #11012		11/30/2016	12/16/2016	12/16/2016		12/16/2016	29.75
318975059	Contractual	Paid by Check #11012		12/01/2016	12/16/2016	12/16/2016		12/16/2016	1,174.50
Vendor 273 - US Bank Totals						Invoices	5		\$3,987.98
Vendor 154 - USA Bluebook									
117507	Supplies	Paid by Check #11014		11/23/2016	12/16/2016	12/16/2016		12/16/2016	274.90
Vendor 154 - USA Bluebook Totals						Invoices	1		\$274.90
Vendor 134 - Ronald J. Vaden									
12052016	Supplies	Paid by Check #11015		12/05/2016	12/16/2016	12/16/2016		12/16/2016	430.00
Vendor 134 - Ronald J. Vaden Totals						Invoices	1		\$430.00
Vendor 359 - Valero Marketing & Supply Company									
71076939 12/16	November 2016	Paid by Check #11016		12/07/2016	12/16/2016	12/16/2016		12/16/2016	3,194.42
71077192 120716	Fuel for November 2016	Paid by Check #11017		12/07/2016	12/16/2016	12/16/2016		12/16/2016	5,295.94
71077309 12/7/16	Fuel	Paid by Check #11018		12/07/2016	12/16/2016	12/16/2016		12/16/2016	2,795.83
Vendor 359 - Valero Marketing & Supply Company Totals						Invoices	3		\$11,286.19
Vendor 14 - W & E Electric									
1611010	Supplies	Paid by Check #11019		11/01/2016	12/16/2016	12/16/2016		12/16/2016	90.00
Vendor 14 - W & E Electric Totals						Invoices	1		\$90.00
Grand Totals						Invoices	392		\$585,422.86



Accounts Payable Invoice Report

Payment Date Range 12/25/16 - 12/30/16
Report By Vendor - Invoice
Summary Listing

Invoice Number	Invoice Description	Status	Held Reason	Invoice Date	Due Date	G/L Date	Received Date	Payment Date	Invoice Net Amount
Vendor 1245 - ABC Interpreting, Inc.									
141708	ABC Interpreting - Public Hearing prop 218	Paid by Check #11020		11/29/2016	12/30/2016	12/30/2016		12/30/2016	284.49
141838	Professional Services	Paid by Check #11020		12/08/2016	12/30/2016	12/30/2016		12/30/2016	240.00
Vendor 1245 - ABC Interpreting, Inc. Totals							Invoices	2	\$524.49
Vendor 263 - Advantek Benefit Administrators									
12/16/16	Funding request	Paid by Check #11021		12/16/2016	12/30/2016	12/30/2016		12/30/2016	29,813.36
Vendor 263 - Advantek Benefit Administrators Totals							Invoices	1	\$29,813.36
Vendor 393 - Airgas NCN									
9941195315	Supplies	Paid by Check #11022		11/30/2016	12/30/2016	12/30/2016		12/30/2016	21.93
Vendor 393 - Airgas NCN Totals							Invoices	1	\$21.93
Vendor 344 - Alameda Electrical Distributors									
S3962593.001	Supplies	Paid by Check #11023		12/09/2016	12/30/2016	12/30/2016		12/30/2016	227.94
S3962593.002	Supplies	Paid by Check #11023		12/09/2016	12/30/2016	12/30/2016		12/30/2016	113.97
Vendor 344 - Alameda Electrical Distributors Totals							Invoices	2	\$341.91
Vendor 20 - Ameritas Life Insurance									
January 2017	010-007745-00001	Paid by Check #11024		12/01/2016	12/30/2016	12/30/2016		12/30/2016	17,101.52
Vendor 20 - Ameritas Life Insurance Totals							Invoices	1	\$17,101.52
Vendor 351 - Anthem Blue Cross									
093488533I	102A78783 Roberts 1/1/17	Paid by Check #11026		12/08/2016	12/30/2016	12/30/2016		12/30/2016	106.00
093488958I	975A79192 Medders 1/1/17	Paid by Check #11029		12/08/2016	12/30/2016	12/30/2016		12/30/2016	106.00
093490841I	267M79870 Meintert 1/1/17	Paid by Check #11028		12/08/2016	12/30/2016	12/30/2016		12/30/2016	106.00
093492558I	060M86753 Sano 1/1/17	Paid by Check #11030		12/08/2016	12/30/2016	12/30/2016		12/30/2016	106.00
093510231I	299A24237 Tyler 1/1/17	Paid by Check #11025		12/08/2016	12/30/2016	12/30/2016		12/30/2016	159.80
093521184I	267A23160 Valdez 1/1/17	Paid by Check #11027		12/08/2016	12/30/2016	12/30/2016		12/30/2016	167.60
000383676E	279614C001	Paid by Check #11031		12/16/2016	12/30/2016	12/30/2016		12/30/2016	557.06
Vendor 351 - Anthem Blue Cross Totals							Invoices	7	\$1,308.46
Vendor 17 - AT&T									
559596064911/16	Communications	Paid by Check #11032		11/26/2016	12/30/2016	12/30/2016		12/30/2016	243.73
250127196112/16	Telephone	Paid by Check #11032		12/01/2016	12/30/2016	12/30/2016		12/30/2016	73.35
939105474312/6	Telephone	Paid by Check #11033		12/02/2016	12/30/2016	12/30/2016		12/30/2016	98.90
238451821412/16	Telephone	Paid by Check #11032		12/07/2016	12/30/2016	12/30/2016		12/30/2016	66.84
939105447212/16	Telephone	Paid by Check #11035		12/10/2016	12/30/2016	12/30/2016		12/30/2016	37.60
939105447412/16	Telephone	Paid by Check #11035		12/10/2016	12/30/2016	12/30/2016		12/30/2016	41.37
939105447512/16	Communications	Paid by Check #11033		12/10/2016	12/30/2016	12/30/2016		12/30/2016	17.94
939105447612/16	Telephone	Paid by Check #11034		12/10/2016	12/30/2016	12/30/2016		12/30/2016	19.96
939105447712/16	Telephone	Paid by Check #11035		12/10/2016	12/30/2016	12/30/2016		12/30/2016	19.75
939105447812/16	Telephone	Paid by Check #11035		12/10/2016	12/30/2016	12/30/2016		12/30/2016	19.75



Accounts Payable Invoice Report

Payment Date Range 12/25/16 - 12/30/16
Report By Vendor - Invoice
Summary Listing

Invoice Number	Invoice Description	Status	Held Reason	Invoice Date	Due Date	G/L Date	Received Date	Payment Date	Invoice Net Amount
Vendor 17 - AT&T									
939106727712/16	Telephone	Paid by Check #11035		12/10/2016	12/30/2016	12/30/2016		12/30/2016	21.74
939105446112/16	Telephone	Paid by Check #11034		12/11/2016	12/30/2016	12/30/2016		12/30/2016	30.88
9391054462 12/16	DSC 591-2450	Paid by Check #11033		12/11/2016	12/30/2016	12/30/2016		12/30/2016	75.95
9391054463 12/16	DVC 591-2883	Paid by Check #11033		12/11/2016	12/30/2016	12/30/2016		12/30/2016	19.75
939105446612/16	Telephone	Paid by Check #11034		12/11/2016	12/30/2016	12/30/2016		12/30/2016	19.83
939105446712/16	Telephone	Paid by Check #11034		12/11/2016	12/30/2016	12/30/2016		12/30/2016	37.67
939105446812/16	Communications	Paid by Check #11033		12/11/2016	12/30/2016	12/30/2016		12/30/2016	17.85
939105446912/16	Communications	Paid by Check #11033		12/11/2016	12/30/2016	12/30/2016		12/30/2016	17.85
9391054470 12/16	9391054470 12/11/16	Paid by Check #11033		12/11/2016	12/30/2016	12/30/2016		12/30/2016	20.24
9391054471 12/16	9391054471 12/11/16	Paid by Check #11033		12/11/2016	12/30/2016	12/30/2016		12/30/2016	17.85
9391054479 12/16	9391054479 12/11/16	Paid by Check #11033		12/11/2016	12/30/2016	12/30/2016		12/30/2016	19.75
939105473812/16	Telephone	Paid by Check #11034		12/11/2016	12/30/2016	12/30/2016		12/30/2016	214.08
939105474012/16	Communications	Paid by Check #11033		12/11/2016	12/30/2016	12/30/2016		12/30/2016	403.89
9391054742 12/16	9391054742 12/11/16	Paid by Check #11033		12/11/2016	12/30/2016	12/30/2016		12/30/2016	158.78
9391054745 12/16	DVC 596-2169 11/ 11 - 12/10/16	Paid by Check #11033		12/11/2016	12/30/2016	12/30/2016		12/30/2016	71.80
939105475612/16	Telephone	Paid by Check #11034		12/11/2016	12/30/2016	12/30/2016		12/30/2016	380.26
939105472912/16	Telephone	Paid by Check #11034		12/13/2016	12/30/2016	12/30/2016		12/30/2016	42.68
939105473312/16	Communications	Paid by Check #11033		12/20/2016	12/30/2016	12/30/2016		12/30/2016	42.68
939105473612/16	Communications	Paid by Check #11033		12/20/2016	12/30/2016	12/30/2016		12/30/2016	196.95
Vendor 17 - AT&T Totals							Invoices	29	\$2,449.67
Vendor 65 - Banner Pest Control									
178354	Professional Services	Paid by Check #11036		12/15/2016	12/30/2016	12/30/2016		12/30/2016	75.00
Vendor 65 - Banner Pest Control Totals							Invoices	1	\$75.00
Vendor 40 - Richard Leroy Barkley									
8835	Building Maintenance & Supplies	Paid by Check #11037		09/29/2016	12/30/2016	12/30/2016		12/30/2016	700.00
Vendor 40 - Richard Leroy Barkley Totals							Invoices	1	\$700.00
Vendor 822 - Boundtree Medical LLC									
82359715	Supplies	Paid by Check #11038		12/22/2016	12/30/2016	12/30/2016		12/30/2016	251.70
Vendor 822 - Boundtree Medical LLC Totals							Invoices	1	\$251.70
Vendor 1172 - Builders Concrete Inc.									
127076	Builders Concretet Sidewalk project	Paid by Check #11039		12/05/2016	12/30/2016	12/30/2016		12/30/2016	488.29
Vendor 1172 - Builders Concrete Inc. Totals							Invoices	1	\$488.29
Vendor 302 - Bus West Fresno									
BN83931	Repairs/Maintenance	Paid by Check #11040		12/19/2016	12/30/2016	12/30/2016		12/30/2016	548.46
Vendor 302 - Bus West Fresno Totals							Invoices	1	\$548.46



Accounts Payable Invoice Report

Payment Date Range 12/25/16 - 12/30/16
Report By Vendor - Invoice
Summary Listing

Invoice Number	Invoice Description	Status	Held Reason	Invoice Date	Due Date	G/L Date	Received Date	Payment Date	Invoice Net Amount
Vendor 118 - California Parks & Recreation Society									
130337	Fy 16/17-Parks-Joe G-CPRS Dues	Paid by Check #11041		11/18/2016	12/30/2016	12/30/2016	12/22/2016	12/30/2016	165.00
Vendor 118 - California Parks & Recreation Society Totals							Invoices	1	\$165.00
Vendor 725 - CDW Government									
GCJ4426	Office Supplies	Paid by Check #11042		11/28/2016	12/30/2016	12/30/2016		12/30/2016	818.21
GFC9012	Office Supplies	Paid by Check #11042		12/06/2016	12/30/2016	12/30/2016		12/30/2016	902.33
Vendor 725 - CDW Government Totals							Invoices	2	\$1,720.54
Vendor 246 - Central San Joaquin Valley Risk Management Auth.									
RMA-2017-0124	CDI140 2016/17 3rd Qtr deposits	Paid by Check #11043		12/16/2016	12/30/2016	12/30/2016		12/30/2016	276,373.00
Vendor 246 - Central San Joaquin Valley Risk Management Auth. Totals							Invoices	1	\$276,373.00
Vendor 629 - Azalia Chavez									
reimbrsmnt 12/13	Safety Reimbursement - Fitbit	Paid by Check #11044		12/13/2016	12/30/2016	12/30/2016		12/30/2016	69.00
Vendor 629 - Azalia Chavez Totals							Invoices	1	\$69.00
Vendor 1188 - Chicago Title Company									
6024	Loan #6024 File #F1611011	Paid by Check #11045		12/05/2016	12/30/2016	12/30/2016		12/30/2016	903.95
7071	Loan #7071 File #F1611012	Paid by Check #11045		12/05/2016	12/30/2016	12/30/2016		12/30/2016	903.95
Vendor 1188 - Chicago Title Company Totals							Invoices	2	\$1,807.90
Vendor 8 - City of Dinuba									
PETTYCSH12/16	Miscellaneous	Paid by Check #11046		12/08/2016	12/30/2016	12/30/2016		12/30/2016	440.00
Reimb. 12/16	Petty Cash 12/27/16	Paid by Check #11047		12/27/2016	12/30/2016	12/30/2016		12/30/2016	359.52
Vendor 8 - City of Dinuba Totals							Invoices	2	\$799.52
Vendor 170 - Comcast									
0013307 12/9/16	Communications	Paid by Check #11048		12/09/2016	12/30/2016	12/30/2016		12/30/2016	156.76
0148160 12/11/16	Communications	Paid by Check #11049		12/11/2016	12/30/2016	12/30/2016		12/30/2016	136.16
0148178 12/12/16	Communications	Paid by Check #11050		12/12/2016	12/30/2016	12/30/2016		12/30/2016	231.16
Vendor 170 - Comcast Totals							Invoices	3	\$524.08
Vendor 232 - Courier Printing and Village Printer									
C25035	Office Supplies	Paid by Check #11051		12/06/2016	12/30/2016	12/30/2016		12/30/2016	439.35
Vendor 232 - Courier Printing and Village Printer Totals							Invoices	1	\$439.35
Vendor 153 - Department of Housing and Community Development									
MHP2017	MOBILE HOME PARKS OPERATING FEES 2017	Paid by Check #11052		12/20/2016	12/30/2016	12/30/2016		12/30/2016	655.00
Vendor 153 - Department of Housing and Community Development Totals							Invoices	1	\$655.00



Accounts Payable Invoice Report

Payment Date Range 12/25/16 - 12/30/16
Report By Vendor - Invoice
Summary Listing

Invoice Number	Invoice Description	Status	Held Reason	Invoice Date	Due Date	G/L Date	Received Date	Payment Date	Invoice Net Amount
Vendor 30 - Dinuba Chamber of Commerce									
06010965	Fy 16/17-CS-S.Hurtado Leadership program	Paid by Check #11053		12/05/2016	12/30/2016	12/30/2016	12/22/2016	12/30/2016	700.00
		Vendor 30 - Dinuba Chamber of Commerce Totals				Invoices	1		<u>\$700.00</u>
Vendor 85 - Dinuba Lions Club									
December 2016	Membership	Paid by Check #11054		12/29/2016	12/30/2016	12/30/2016		12/30/2016	94.00
		Vendor 85 - Dinuba Lions Club Totals				Invoices	1		<u>\$94.00</u>
Vendor 341 - Dinuba Tires LLC									
69676	Repairs/Maintenance	Paid by Check #11055		12/13/2016	12/30/2016	12/30/2016		12/30/2016	10.00
69677	Repairs/Maintenance	Paid by Check #11055		12/13/2016	12/30/2016	12/30/2016		12/30/2016	10.00
69683	Repairs/Maintenance	Paid by Check #11055		12/15/2016	12/30/2016	12/30/2016		12/30/2016	10.00
69691	Repairs/Maintenance	Paid by Check #11055		12/21/2016	12/30/2016	12/30/2016		12/30/2016	30.00
		Vendor 341 - Dinuba Tires LLC Totals				Invoices	4		<u>\$60.00</u>
Vendor 200 - Dinuba Unified School District									
1052	November 2016 Senior Lunches	Paid by Check #11056		11/30/2016	12/30/2016	12/30/2016		12/30/2016	2,800.00
		Vendor 200 - Dinuba Unified School District Totals				Invoices	1		<u>\$2,800.00</u>
Vendor 360 - Dokken Engineering									
30975	Dokken Ave. 416 Widening Project	Paid by Check #11057		12/13/2016	12/30/2016	12/30/2016		12/30/2016	1,720.00
		Vendor 360 - Dokken Engineering Totals				Invoices	1		<u>\$1,720.00</u>
Vendor 69 - Don's Shoes									
8000	Uniforms	Paid by Check #11058		11/28/2016	12/30/2016	12/30/2016		12/30/2016	179.44
8305	Uniforms	Paid by Check #11058		11/29/2016	12/30/2016	12/30/2016		12/30/2016	200.00
		Vendor 69 - Don's Shoes Totals				Invoices	2		<u>\$379.44</u>
Vendor 1243 - Edna Eaton									
012-282-008	Edna Eaton TCE ROW Ave 416 Project	Paid by Check #11059		12/16/2016	12/30/2016	12/30/2016		12/30/2016	450.00
		Vendor 1243 - Edna Eaton Totals				Invoices	1		<u>\$450.00</u>
Vendor 62 - Ed Dena's Auto Center									
CTCS246880	Repairs/Maintenance	Paid by Check #11060		12/21/2016	12/30/2016	12/30/2016		12/30/2016	69.95
		Vendor 62 - Ed Dena's Auto Center Totals				Invoices	1		<u>\$69.95</u>
Vendor 527 - Everbank Commercial Finance, Inc.									
4138398	5050N Copier	Paid by Check #11061		12/13/2016	12/30/2016	12/30/2016		12/30/2016	214.28
		Vendor 527 - Everbank Commercial Finance, Inc. Totals				Invoices	1		<u>\$214.28</u>



Accounts Payable Invoice Report

Payment Date Range 12/25/16 - 12/30/16
Report By Vendor - Invoice
Summary Listing

Invoice Number	Invoice Description	Status	Held Reason	Invoice Date	Due Date	G/L Date	Received Date	Payment Date	Invoice Net Amount
Vendor 36 - Ewing Irrigation Products									
2594952	Fy 16/17-L&L-Supplies	Paid by Check #11062		12/08/2016	12/30/2016	12/30/2016	12/22/2016	12/30/2016	17.64
		Vendor 36 - Ewing Irrigation Products Totals				Invoices	1		<u>\$17.64</u>
Vendor 35 - Federal Express Corporation									
5-653-21449	Bound Tree	Paid by Check #11063		12/23/2016	12/30/2016	12/30/2016		12/30/2016	33.00
		Vendor 35 - Federal Express Corporation Totals				Invoices	1		<u>\$33.00</u>
Vendor 235 - FERGUSON ENTERPRISES, INC.									
1236425	Supplies	Paid by Check #11064		12/09/2016	12/30/2016	12/30/2016		12/30/2016	640.61
1237396	Supplies	Paid by Check #11064		12/15/2016	12/30/2016	12/30/2016		12/30/2016	723.11
		Vendor 235 - FERGUSON ENTERPRISES, INC. Totals				Invoices	2		<u>\$1,363.72</u>
Vendor 98 - FGL Environmental									
644749A	Professional Services	Paid by Check #11065		12/12/2016	12/30/2016	12/30/2016		12/30/2016	360.00
		Vendor 98 - FGL Environmental Totals				Invoices	1		<u>\$360.00</u>
Vendor 1244 - Fire Apparatus Solutions									
10741	Repairs/Maintenance	Paid by Check #11066		10/26/2016	12/30/2016	12/30/2016		12/30/2016	713.94
		Vendor 1244 - Fire Apparatus Solutions Totals				Invoices	1		<u>\$713.94</u>
Vendor 339 - Fresno Neon Sign Co.									
28285	FY 16/17-Sports-Delgado Park signage	Paid by Check #11067		11/09/2016	12/30/2016	12/30/2016		12/30/2016	1,193.38
		Vendor 339 - Fresno Neon Sign Co. Totals				Invoices	1		<u>\$1,193.38</u>
Vendor 765 - Future Ford of Clovis									
690755	Repairs/Maintenance	Paid by Check #11068		12/20/2016	12/30/2016	12/30/2016		12/30/2016	47.03
		Vendor 765 - Future Ford of Clovis Totals				Invoices	1		<u>\$47.03</u>
Vendor 825 - G & K Services, Co.									
1258331949	Fire Dept	Paid by Check #11069		11/02/2016	12/30/2016	12/30/2016		12/30/2016	88.27
1258331950	City Hall	Paid by Check #11069		11/02/2016	12/30/2016	12/30/2016		12/30/2016	50.20
1258332575	Parks	Paid by Check #11069		11/03/2016	12/30/2016	12/30/2016		12/30/2016	78.34
1258332576	PW Facility	Paid by Check #11069		11/03/2016	12/30/2016	12/30/2016		12/30/2016	55.36
1258332577	Fleet maintenance	Paid by Check #11069		11/03/2016	12/30/2016	12/30/2016		12/30/2016	165.32
1258332581	Wastewater	Paid by Check #11069		11/03/2016	12/30/2016	12/30/2016		12/30/2016	71.93
1258334755	City Hall	Paid by Check #11069		11/09/2016	12/30/2016	12/30/2016		12/30/2016	50.20
1258334756	Fire Dept	Paid by Check #11069		11/09/2016	12/30/2016	12/30/2016		12/30/2016	88.27
1258334757	Fire Dept Office	Paid by Check #11069		11/09/2016	12/30/2016	12/30/2016		12/30/2016	17.26
1258334758	Transit	Paid by Check #11069		11/09/2016	12/30/2016	12/30/2016		12/30/2016	75.86
1258335369	Wastewater	Paid by Check #11069		11/10/2016	12/30/2016	12/30/2016		12/30/2016	71.93



Accounts Payable Invoice Report

Payment Date Range 12/25/16 - 12/30/16
Report By Vendor - Invoice
Summary Listing

Invoice Number	Invoice Description	Status	Held Reason	Invoice Date	Due Date	G/L Date	Received Date	Payment Date	Invoice Net Amount
Vendor 825 - G & K Services, Co.									
1258335374	Parks	Paid by Check #11069		11/10/2016	12/30/2016	12/30/2016		12/30/2016	78.34
1258335375	PW Facility	Paid by Check #11069		11/10/2016	12/30/2016	12/30/2016		12/30/2016	55.36
1258335376	Fleet maintenance	Paid by Check #11069		11/10/2016	12/30/2016	12/30/2016		12/30/2016	145.80
1258337615	City Hall	Paid by Check #11069		11/16/2016	12/30/2016	12/30/2016		12/30/2016	50.20
1258337616	Fire Dept	Paid by Check #11069		11/16/2016	12/30/2016	12/30/2016		12/30/2016	88.27
1258338241	Wastewater	Paid by Check #11069		11/17/2016	12/30/2016	12/30/2016		12/30/2016	71.93
1258338247	Parks	Paid by Check #11069		11/17/2016	12/30/2016	12/30/2016		12/30/2016	78.34
1258338248	PW Facility	Paid by Check #11069		11/17/2016	12/30/2016	12/30/2016		12/30/2016	55.36
1258338249	Fleet maintenance	Paid by Check #11069		11/17/2016	12/30/2016	12/30/2016		12/30/2016	145.80
93959138	Building Maintenance & Supplies	Paid by Check #11069		11/17/2016	12/30/2016	12/30/2016		12/30/2016	38.80
93960350	Building Maintenance & Supplies	Paid by Check #11069		11/18/2016	12/30/2016	12/30/2016		12/30/2016	102.14
93962808	Building Maintenance & Supplies	Paid by Check #11069		11/22/2016	12/30/2016	12/30/2016		12/30/2016	159.73
1258340451	City Hall	Paid by Check #11069		11/23/2016	12/30/2016	12/30/2016		12/30/2016	50.20
1258340452	Transit	Paid by Check #11069		11/23/2016	12/30/2016	12/30/2016		12/30/2016	75.86
1258340453	Fire Dept Office	Paid by Check #11069		11/23/2016	12/30/2016	12/30/2016		12/30/2016	17.26
1258340454	Fire Dept	Paid by Check #11069		11/23/2016	12/30/2016	12/30/2016		12/30/2016	88.27
1258341079	Wastewater	Paid by Check #11069		11/24/2016	12/30/2016	12/30/2016		12/30/2016	71.93
1258341084	Parks	Paid by Check #11069		11/24/2016	12/30/2016	12/30/2016		12/30/2016	78.34
1258341085	PW Facility	Paid by Check #11069		11/24/2016	12/30/2016	12/30/2016		12/30/2016	55.36
1258341086	Fleet maintenance	Paid by Check #11069		11/24/2016	12/30/2016	12/30/2016		12/30/2016	145.80
1258346849	Supplies	Paid by Check #11069		12/08/2016	12/30/2016	12/30/2016		12/30/2016	12.76
1258349108	Supplies	Paid by Check #11069		12/14/2016	12/30/2016	12/30/2016		12/30/2016	12.76
1258349748	Supplies	Paid by Check #11069		12/15/2016	12/30/2016	12/30/2016		12/30/2016	82.27
1258352639	Cleaning Supplies	Paid by Check #11069		12/22/2016	12/30/2016	12/30/2016		12/30/2016	82.27
Vendor 825 - G & K Services, Co. Totals							Invoices	35	\$2,656.09
Vendor 18 - The Gas Company									
0297157945912/16	Utilities	Paid by Check #11070		12/05/2016	12/30/2016	12/30/2016		12/30/2016	15.29
0486158404512/16	Utilities	Paid by Check #11070		12/05/2016	12/30/2016	12/30/2016		12/30/2016	7.67
099155800812/16	Utilities	Paid by Check #11070		12/05/2016	12/30/2016	12/30/2016		12/30/2016	178.64
1095496596712/16	DVC Gas Charges 11/1 - 12/2/16	Paid by Check #11070		12/05/2016	12/27/2016	12/16/2016		12/30/2016	350.17
1263155600312/16	DSC Gas 10/31 - 12/2/16	Paid by Check #11070		12/05/2016	12/27/2016	12/16/2016		12/30/2016	156.90
1620156700112/16	Utilities	Paid by Check #11070		12/05/2016	12/30/2016	12/30/2016		12/30/2016	208.99
16201580004 1216	December 2016	Paid by Check #11070		12/05/2016	12/30/2016	12/30/2016		12/30/2016	56.13
1641156700712/16	Utilities	Paid by Check #11070		12/05/2016	12/30/2016	12/30/2016		12/30/2016	28.91
0865742471212/16	Utilities	Paid by Check #11070		12/06/2016	12/30/2016	12/30/2016		12/30/2016	4,827.82
1285520359712/16	Utilities	Paid by Check #11070		12/06/2016	12/30/2016	12/30/2016		12/30/2016	205.89
Vendor 18 - The Gas Company Totals							Invoices	10	\$6,036.41



Accounts Payable Invoice Report

Payment Date Range 12/25/16 - 12/30/16
Report By Vendor - Invoice
Summary Listing

Invoice Number	Invoice Description	Status	Held Reason	Invoice Date	Due Date	G/L Date	Received Date	Payment Date	Invoice Net Amount
Vendor 252 - Geil Enterprises, Inc.									
316873	WT #339509 - Smoke Detector Relocation / Eduardo Galvan	Paid by Check #11071		12/14/2016	12/30/2016	12/30/2016		12/30/2016	120.75
316583	Fy 16/17-CS-Burglar-Fire Alarm svc for College Park	Paid by Check #11071		01/01/2017	12/30/2016	12/30/2016	12/21/2016	12/30/2016	348.00
316811	Cust# 9909	Paid by Check #11071		01/01/2017	12/30/2016	12/30/2016		12/30/2016	377.00
Vendor 252 - Geil Enterprises, Inc. Totals								Invoices 3	<u>\$845.75</u>
Vendor 712 - Golden State Overnight									
3216841	Communications	Paid by Check #11072		11/30/2016	12/30/2016	12/30/2016		12/30/2016	39.95
Vendor 712 - Golden State Overnight Totals								Invoices 1	<u>\$39.95</u>
Vendor 379 - Guardian EMS Products									
5708527	Supplies	Paid by Check #11073		11/28/2016	12/30/2016	12/30/2016		12/30/2016	497.43
5708888	Supplies	Paid by Check #11073		12/05/2016	12/30/2016	12/30/2016		12/30/2016	47.08
5709819	Supplies	Paid by Check #11073		12/12/2016	12/30/2016	12/30/2016		12/30/2016	880.72
5710064	Supplies	Paid by Check #11073		12/13/2016	12/30/2016	12/30/2016		12/30/2016	21.75
5710255	Supplies	Paid by Check #11073		12/14/2016	12/30/2016	12/30/2016		12/30/2016	87.00
5710623	Supplies	Paid by Check #11073		12/15/2016	12/30/2016	12/30/2016		12/30/2016	109.30
Vendor 379 - Guardian EMS Products Totals								Invoices 6	<u>\$1,643.28</u>
Vendor 90 - Haines & Company Inc									
422211	Professional Services	Paid by Check #11074		12/01/2016	12/30/2016	12/30/2016		12/30/2016	445.26
Vendor 90 - Haines & Company Inc Totals								Invoices 1	<u>\$445.26</u>
Vendor 139 - Henry Schein Inc.									
34831092	Supplies	Paid by Check #11075		09/30/2016	12/30/2016	12/30/2016		12/30/2016	27.51
34929808	Supplies	Paid by Check #11075		10/04/2016	12/30/2016	12/30/2016		12/30/2016	1,214.06
Vendor 139 - Henry Schein Inc. Totals								Invoices 2	<u>\$1,241.57</u>
Vendor 533 - Herwaldt Motorsports									
1003199	2016 BMW Motorcycle	Paid by Check #11076		12/27/2016	12/30/2016	12/30/2016		12/30/2016	26,534.14
Vendor 533 - Herwaldt Motorsports Totals								Invoices 1	<u>\$26,534.14</u>
Vendor 490 - Hobbs Construction Inc.									
7	Hobbs Const. CNG	Paid by Check #11077		12/08/2016	12/30/2016	12/30/2016		12/30/2016	171,712.50
Vendor 490 - Hobbs Construction Inc. Totals								Invoices 1	<u>\$171,712.50</u>
Vendor 174 - Howard's Pest Control									
0254636	Fy 16/17-Sportsplex-Pest Control for building	Paid by Check #11078		12/05/2016	12/30/2016	12/30/2016	12/22/2016	12/30/2016	87.00
0254804	Fy 16/17-Parks-Pest control for Delgado/KC Park	Paid by Check #11078		12/05/2016	12/30/2016	12/30/2016	12/22/2016	12/30/2016	36.00
0254806	Fy 16/17-Parks-Pest Control for Vuich Park	Paid by Check #11078		12/09/2016	12/30/2016	12/30/2016	12/22/2016	12/30/2016	55.00



Accounts Payable Invoice Report

Payment Date Range 12/25/16 - 12/30/16
Report By Vendor - Invoice
Summary Listing

Invoice Number	Invoice Description	Status	Held Reason	Invoice Date	Due Date	G/L Date	Received Date	Payment Date	Invoice Net Amount
Vendor 174 - Howard's Pest Control 254801	December 2016	Paid by Check #11078		12/12/2016	12/30/2016	12/30/2016		12/30/2016	63.00
Vendor 174 - Howard's Pest Control Totals						Invoices	4		\$241.00
Vendor 812 - Hyatt Regency Sacramento 3061882001	Linda Launer	Paid by Check #11079		12/15/2016	12/30/2016	12/30/2016		12/30/2016	401.40
Vendor 812 - Hyatt Regency Sacramento Totals						Invoices	1		\$401.40
Vendor 780 - IMSA 26140 112017	Dues & Subscriptions	Paid by Check #11080		12/21/2016	12/30/2016	12/30/2016		12/30/2016	100.00
Vendor 780 - IMSA Totals						Invoices	1		\$100.00
Vendor 974 - InfoSend, Inc. 114262	Communications	Paid by Check #11081		12/07/2016	12/30/2016	12/30/2016		12/30/2016	1,076.22
Vendor 974 - InfoSend, Inc. Totals						Invoices	1		\$1,076.22
Vendor 43 - Jack's Refrigeration Inc. 23753	Building Maintenance & Supplies	Paid by Check #11082		11/30/2016	12/30/2016	12/30/2016		12/30/2016	229.53
Vendor 43 - Jack's Refrigeration Inc. Totals						Invoices	1		\$229.53
Vendor 472 - Jacobson James & Associates 1611.3784	Professional Services	Paid by Check #11083		12/20/2016	12/30/2016	12/30/2016		12/30/2016	725.99
1611.3785	Professional Services	Paid by Check #11083		12/20/2016	12/30/2016	12/30/2016		12/30/2016	1,238.14
Vendor 472 - Jacobson James & Associates Totals						Invoices	2		\$1,964.13
Vendor 6 - Jim Manning Dodge Inc. CM134917DOR	Repairs/Maintenance	Paid by Check #11084		12/13/2016	12/30/2016	12/30/2016		12/30/2016	(237.84)
135759DOR	Repairs/Maintenance	Paid by Check #11084		12/20/2016	12/30/2016	12/30/2016		12/30/2016	770.60
135765DOR	Repairs/Maintenance	Paid by Check #11084		12/20/2016	12/30/2016	12/30/2016		12/30/2016	311.98
Vendor 6 - Jim Manning Dodge Inc. Totals						Invoices	3		\$844.74
Vendor 175 - Krazan & Associates Inc. A607200-22921	Krazan Hayes Ave	Paid by Check #11085		11/30/2016	12/30/2016	12/30/2016		12/30/2016	1,430.00
Vendor 175 - Krazan & Associates Inc. Totals						Invoices	1		\$1,430.00
Vendor 132 - Lee's Service 1013515	Repairs/Maintenance	Paid by Check #11086		12/19/2016	12/30/2016	12/30/2016		12/30/2016	725.54
Vendor 132 - Lee's Service Totals						Invoices	1		\$725.54
Vendor 89 - Liebert Cassidy Whitmore 1431659	DI030-00001 11/30/16	Paid by Check #11087		11/30/2016	12/30/2016	12/30/2016		12/30/2016	1,007.50
Vendor 89 - Liebert Cassidy Whitmore Totals						Invoices	1		\$1,007.50



Accounts Payable Invoice Report

Payment Date Range 12/25/16 - 12/30/16
Report By Vendor - Invoice
Summary Listing

Invoice Number	Invoice Description	Status	Held Reason	Invoice Date	Due Date	G/L Date	Received Date	Payment Date	Invoice Net Amount
Vendor 588 - Lorena Marroquin									
reimbrsmnt 12/20	Safety reimbursement - running shoes	Paid by Check #11088		12/20/2016	12/30/2016	12/30/2016		12/30/2016	50.00
Vendor 588 - Lorena Marroquin Totals							Invoices	1	\$50.00
Vendor 455 - Maureen Kane & Associates									
Barkley, Linda	Travel & Training	Paid by Check #11089		12/19/2016	12/30/2016	12/30/2016		12/30/2016	1,550.00
Vendor 455 - Maureen Kane & Associates Totals							Invoices	1	\$1,550.00
Vendor 160 - MidValley Publishing Inc.									
0300977-IN	Communications	Paid by Check #11090		11/24/2016	12/30/2016	12/30/2016		12/30/2016	340.00
0300978-IN	Communications	Paid by Check #11090		11/24/2016	12/30/2016	12/30/2016		12/30/2016	340.00
0300979-IN	Communications	Paid by Check #11090		11/24/2016	12/30/2016	12/30/2016		12/30/2016	204.00
0300980-IN	Professional Services	Paid by Check #11090		11/24/2016	12/30/2016	12/30/2016		12/30/2016	255.00
Vendor 160 - MidValley Publishing Inc. Totals							Invoices	4	\$1,139.00
Vendor 590 - Guadalupe Montejano									
reimbrsmnt 12/13	Safety reimbursement - gym dues	Paid by Check #11091		12/13/2016	12/30/2016	12/30/2016		12/30/2016	100.00
Vendor 590 - Guadalupe Montejano Totals							Invoices	1	\$100.00
Vendor 22 - Moore Twining Associates Inc.									
6136625	Professional Services	Paid by Check #11092		12/20/2016	12/30/2016	12/30/2016		12/30/2016	88.00
6136626	Professional Services	Paid by Check #11092		12/20/2016	12/30/2016	12/30/2016		12/30/2016	80.00
6136627	Professional Services	Paid by Check #11092		12/20/2016	12/30/2016	12/30/2016		12/30/2016	146.00
6136675	Professional Services	Paid by Check #11092		12/22/2016	12/30/2016	12/30/2016		12/30/2016	88.00
Vendor 22 - Moore Twining Associates Inc. Totals							Invoices	4	\$402.00
Vendor 88 - Municipal Maintenance Equipment Inc.									
0115211-IN	Repairs/Maintenance	Paid by Check #11093		12/08/2016	12/30/2016	12/30/2016		12/30/2016	714.80
Vendor 88 - Municipal Maintenance Equipment Inc. Totals							Invoices	1	\$714.80
Vendor 884 - Napa Auto Parts									
343387	Repairs/Maintenance	Paid by Check #11094		12/12/2016	12/30/2016	12/30/2016		12/30/2016	125.69
343392	Repairs/Maintenance	Paid by Check #11094		12/12/2016	12/30/2016	12/30/2016		12/30/2016	141.88
Vendor 884 - Napa Auto Parts Totals							Invoices	2	\$267.57
Vendor 1123 - New England Sheet Metal Works, Inc.									
510696	New England Sheet Metal College Park Rec. Center	Paid by Check #11095		12/16/2016	12/30/2016	12/30/2016		12/30/2016	5,983.44
Vendor 1123 - New England Sheet Metal Works, Inc. Totals							Invoices	1	\$5,983.44
Vendor 142 - Office Depot BSD									
885467863001	Office Supplies	Paid by Check #11096		12/07/2016	12/30/2016	12/30/2016		12/30/2016	255.45



Accounts Payable Invoice Report

Payment Date Range 12/25/16 - 12/30/16
Report By Vendor - Invoice
Summary Listing

Invoice Number	Invoice Description	Status	Held Reason	Invoice Date	Due Date	G/L Date	Received Date	Payment Date	Invoice Net Amount
Vendor 142 - Office Depot BSD									
886019762001	DSC Office Supplies	Paid by Check #11096		12/09/2016	12/30/2016	12/30/2016		12/30/2016	50.30
886021636001	DSC Office Supplies	Paid by Check #11096		12/09/2016	12/30/2016	12/30/2016		12/30/2016	118.53
886123182001	Office Supplies	Paid by Check #11096		12/09/2016	12/30/2016	12/30/2016		12/30/2016	105.29
886371143001	Office Supplies	Paid by Check #11096		12/12/2016	12/30/2016	12/30/2016		12/30/2016	20.56
886373292001	Office Supplies	Paid by Check #11096		12/12/2016	12/30/2016	12/30/2016		12/30/2016	11.86
887676219001	Fy 16/17-Supplies	Paid by Check #11096		12/15/2016	12/30/2016	12/30/2016	12/22/2016	12/30/2016	119.36
Vendor 142 - Office Depot BSD Totals								Invoices	7
									\$681.35
Vendor 76 - Pacific Gas & Electric									
7022723403911/16	Utilities	Paid by Check #11097		11/30/2016	12/30/2016	12/30/2016		12/30/2016	270.82
1344455159512/16	Utilities	Paid by Check #11098		12/07/2016	12/30/2016	12/30/2016		12/30/2016	148.16
2104753778812/16	Utilities	Paid by Check #11098		12/07/2016	12/30/2016	12/30/2016		12/30/2016	236.90
2201428348912/16	Utilities	Paid by Check #11101		12/07/2016	12/30/2016	12/30/2016		12/30/2016	82.32
25097173642 1216	DVC L&M Alley Elec. 11/7 - 12/6/16	Paid by Check #11097		12/07/2016	12/30/2016	12/30/2016		12/30/2016	105.89
2848783828712/16	Utilities	Paid by Check #11101		12/07/2016	12/30/2016	12/30/2016		12/30/2016	9.94
44757160518 1216	Transit Center- 11/7/2016- 12/6/2016	Paid by Check #11097		12/07/2016	12/30/2016	12/30/2016		12/30/2016	523.82
6058049267012/16	Utilities	Paid by Check #11100		12/07/2016	12/30/2016	12/30/2016		12/30/2016	63.76
6108251880612/16	Utilities	Paid by Check #11102		12/07/2016	12/30/2016	12/30/2016		12/30/2016	385.06
6308054466912/16	Utilities	Paid by Check #11100		12/07/2016	12/30/2016	12/30/2016		12/30/2016	9.86
76810124198 1216	Transit Center 11/7/2016- 12/6/2016	Paid by Check #11097		12/07/2016	12/30/2016	12/30/2016		12/30/2016	102.16
8607273249712/16	Utilities	Paid by Check #11102		12/07/2016	12/30/2016	12/30/2016		12/30/2016	20.71
9099719911312/16	Utilities	Paid by Check #11097		12/07/2016	12/30/2016	12/30/2016		12/30/2016	9.86
9624769219512/16	Utilities	Paid by Check #11097		12/07/2016	12/30/2016	12/30/2016		12/30/2016	353.11
97508652373 1216	Transit Center 11/7/2016- 12/6/2016	Paid by Check #11097		12/07/2016	12/30/2016	12/30/2016		12/30/2016	83.89
1693144969412/16	Utilities	Paid by Check #11101		12/08/2016	12/30/2016	12/30/2016		12/30/2016	19.78
1834091213012/16	Utilities	Paid by Check #11098		12/08/2016	12/30/2016	12/30/2016		12/30/2016	9.86
3396308460412/16	Utilities	Paid by Check #11101		12/08/2016	12/30/2016	12/30/2016		12/30/2016	10.04
35474471071 1216	December 2016	Paid by Check #11097		12/08/2016	12/30/2016	12/30/2016		12/30/2016	240.18
4964113683012/16	Utilities	Paid by Check #11098		12/08/2016	12/30/2016	12/30/2016		12/30/2016	72.97
5167308560412/16	Utilities	Paid by Check #11100		12/08/2016	12/30/2016	12/30/2016		12/30/2016	77.75
6021181187612/16	Utilities	Paid by Check #11102		12/08/2016	12/30/2016	12/30/2016		12/30/2016	1,394.62
61830544740 1216	December 2016	Paid by Check #11097		12/08/2016	12/30/2016	12/30/2016		12/30/2016	526.74
6724721106212/16	Utilities	Paid by Check #11100		12/08/2016	12/30/2016	12/30/2016		12/30/2016	109.64
6766387770112/16	Utilities	Paid by Check #11100		12/08/2016	12/30/2016	12/30/2016		12/30/2016	123.50
8744095279112/16	Utilities	Paid by Check #11100		12/08/2016	12/30/2016	12/30/2016		12/30/2016	9.86
9459141832512/16	Utilities	Paid by Check #11102		12/08/2016	12/30/2016	12/30/2016		12/30/2016	9.88
2946520700812/16	Utilities	Paid by Check #11101		12/09/2016	12/30/2016	12/30/2016		12/30/2016	83.52
5027356573412/16	Utilities	Paid by Check #11098		12/09/2016	12/30/2016	12/30/2016		12/30/2016	37.85



Accounts Payable Invoice Report

Payment Date Range 12/25/16 - 12/30/16
Report By Vendor - Invoice
Summary Listing

Invoice Number	Invoice Description	Status	Held Reason	Invoice Date	Due Date	G/L Date	Received Date	Payment Date	Invoice Net Amount
Vendor 76 - Pacific Gas & Electric									
7314274871112/16	Utilities	Paid by Check #11102		12/09/2016	12/30/2016	12/30/2016		12/30/2016	1,790.54
8474719951512/16	Utilities	Paid by Check #11100		12/09/2016	12/30/2016	12/30/2016		12/30/2016	60.21
1557710974512/16	Utilities	Paid by Check #11101		12/12/2016	12/30/2016	12/30/2016		12/30/2016	237.16
3380779542312/16	Utilities	Paid by Check #11098		12/12/2016	12/30/2016	12/30/2016		12/30/2016	805.32
8319024072712/16	Utilities	Paid by Check #11102		12/12/2016	12/30/2016	12/30/2016		12/30/2016	19.91
6407995725012/16	Utilities	Paid by Check #11099		12/14/2016	12/30/2016	12/30/2016		12/30/2016	500.74
7232679737912.16	Utilities	Paid by Check #11099		12/14/2016	12/30/2016	12/30/2016		12/30/2016	15,367.06
8543598174212.16	Utilities	Paid by Check #11097		12/14/2016	12/30/2016	12/30/2016		12/30/2016	231.22
9018373735312.16	Utilities	Paid by Check #11097		12/14/2016	12/30/2016	12/30/2016		12/30/2016	1,040.42
Vendor 76 - Pacific Gas & Electric Totals							Invoices	38	\$25,185.03
Vendor 7 - Pena's Disposal Services									
276538	Pena - Sidewalk Project	Paid by Check #11103		12/01/2016	12/30/2016	12/30/2016		12/30/2016	206.82
Vendor 7 - Pena's Disposal Services Totals							Invoices	1	\$206.82
Vendor 1241 - Phillips 66 Company									
017-040-025	Phillips 66 Co TCE - ROW Ave 416 Project	Paid by Check #11104		12/06/2016	12/30/2016	12/30/2016		12/30/2016	1,923.00
Vendor 1241 - Phillips 66 Company Totals							Invoices	1	\$1,923.00
Vendor 1051 - Provost & Pritchard Consulting Group									
60825	Bus Shelter Easement Agreement	Paid by Check #11105		12/15/2016	12/30/2016	12/30/2016		12/30/2016	1,979.05
Vendor 1051 - Provost & Pritchard Consulting Group Totals							Invoices	1	\$1,979.05
Vendor 29 - Quad Knopf Inc.									
86698	Quad GIS	Paid by Check #11106		12/01/2016	12/30/2016	12/30/2016		12/30/2016	230.77
86702	Quad General On-Call Planning	Paid by Check #11106		12/01/2016	12/30/2016	12/30/2016		12/30/2016	964.50
Vendor 29 - Quad Knopf Inc. Totals							Invoices	2	\$1,195.27
Vendor 124 - Reedley Veterinary Hospital									
4	Professional Services	Paid by Check #11107		12/11/2016	12/30/2016	12/30/2016		12/30/2016	364.00
Vendor 124 - Reedley Veterinary Hospital Totals							Invoices	1	\$364.00
Vendor 42 - Scout Specialties									
102709	Supplies	Paid by Check #11108		12/05/2016	12/30/2016	12/30/2016		12/30/2016	478.23
102820	Supplies	Paid by Check #11108		12/12/2016	12/30/2016	12/30/2016		12/30/2016	749.94
Vendor 42 - Scout Specialties Totals							Invoices	2	\$1,228.17
Vendor 793 - David Selchau									
Cnty EMT 2016	Reimbursement	Paid by Check #11109		12/19/2016	12/30/2016	12/30/2016		12/30/2016	80.00
Vendor 793 - David Selchau Totals							Invoices	1	\$80.00



Accounts Payable Invoice Report

Payment Date Range 12/25/16 - 12/30/16
Report By Vendor - Invoice
Summary Listing

Invoice Number	Invoice Description	Status	Held Reason	Invoice Date	Due Date	G/L Date	Received Date	Payment Date	Invoice Net Amount
Vendor 46 - Self Help Enterprises									
DIN12CH 11-16	12-CALHOME-8687 November 2016 Billing Charges	Paid by Check #11110		11/30/2016	12/30/2016	12/30/2016		12/30/2016	60,000.00
DIN14HM 11-16	14-HOME-10033 November 2016 Billing Charges	Paid by Check #11110		11/30/2016	12/30/2016	12/30/2016		12/30/2016	31,155.48
DIN15 11-16	DIN15 November 2016 Billing Charges	Paid by Check #11110		11/30/2016	12/30/2016	12/30/2016		12/30/2016	1,245.00
DINHMPI 11-16	DINHMPI November 2016 Billing Charges	Paid by Check #11110		11/30/2016	12/30/2016	12/30/2016		12/30/2016	1,501.00
Vendor 46 - Self Help Enterprises Totals							Invoices	4	\$93,901.48
Vendor 229 - Snap on Tools									
12211622571	Tools	Paid by Check #11111		12/21/2016	12/30/2016	12/30/2016		12/30/2016	163.07
Vendor 229 - Snap on Tools Totals							Invoices	1	\$163.07
Vendor 547 - Russell Son									
San Diego 1/2017	Travel & Training	Paid by Check #11112		11/16/2016	12/30/2016	12/30/2016		12/30/2016	474.00
Vendor 547 - Russell Son Totals							Invoices	1	\$474.00
Vendor 431 - Sparkletts									
5080520 121516	Supplies	Paid by Check #11113		12/15/2016	12/30/2016	12/30/2016		12/30/2016	171.91
Vendor 431 - Sparkletts Totals							Invoices	1	\$171.91
Vendor 742 - Staples Credit Plan									
2193654 12/15/16	Supplies	Paid by Check #11114		12/15/2016	12/30/2016	12/30/2016		12/30/2016	648.09
Vendor 742 - Staples Credit Plan Totals							Invoices	1	\$648.09
Vendor 121 - State of California									
1701E54407	1976 Safe Drinking Water Bond	Paid by Check #11115		12/01/2016	12/30/2016	12/30/2016		12/30/2016	54,707.24
Vendor 121 - State of California Totals							Invoices	1	\$54,707.24
Vendor 1242 - State of California Emergency Medical Services									
P34601	2017 Medic Recert	Paid by Check #11116		12/19/2016	12/30/2016	12/30/2016		12/30/2016	200.00
Vendor 1242 - State of California Emergency Medical Services Totals							Invoices	1	\$200.00
Vendor 214 - Stericycle, Inc.									
3003680143	January 2017	Paid by Check #11117		01/01/2017	12/30/2016	12/30/2016		12/30/2016	114.94
Vendor 214 - Stericycle, Inc. Totals							Invoices	1	\$114.94
Vendor 278 - Supplyworks									
385724646	Cleaning Supplies	Paid by Check #11118		12/05/2016	12/30/2016	12/30/2016		12/30/2016	49.45
386037253	Cleaning Supplies	Paid by Check #11118		12/08/2016	12/30/2016	12/30/2016		12/30/2016	80.22
386037261	Cleaning Supplies	Paid by Check #11118		12/08/2016	12/30/2016	12/30/2016		12/30/2016	202.62



Accounts Payable Invoice Report

Payment Date Range 12/25/16 - 12/30/16
Report By Vendor - Invoice
Summary Listing

Invoice Number	Invoice Description	Status	Held Reason	Invoice Date	Due Date	G/L Date	Received Date	Payment Date	Invoice Net Amount
Vendor 278 - Supplyworks									
386413249	Cleaning Supplies	Paid by Check #11118		12/12/2016	12/30/2016	12/30/2016		12/30/2016	8.21
			Vendor 278 - Supplyworks Totals			Invoices	4		\$340.50
Vendor 984 - Teledyne Isco, Inc.									
S020151298	Repairs/Maintenance	Paid by Check #11119		11/22/2016	12/30/2016	12/30/2016		12/30/2016	736.24
			Vendor 984 - Teledyne Isco, Inc. Totals			Invoices	1		\$736.24
Vendor 189 - Terminix International									
360423559	Building Maintenance & Supplies	Paid by Check #11120		11/08/2016	12/30/2016	12/30/2016		12/30/2016	23.00
			Vendor 189 - Terminix International Totals			Invoices	1		\$23.00
Vendor 426 - Tioga Solar									
SLB-2276	SOLAR PRODUCTION FOR NOVEMBER	Paid by Check #11121		11/30/2016	12/30/2016	12/30/2016		12/30/2016	21,291.86
			Vendor 426 - Tioga Solar Totals			Invoices	1		\$21,291.86
Vendor 717 - TMI Research Services									
CITYOD-16-11-30	Professional Services	Paid by Check #11122		11/30/2016	12/30/2016	12/30/2016		12/30/2016	260.00
			Vendor 717 - TMI Research Services Totals			Invoices	1		\$260.00
Vendor 529 - Todd Companies									
52624	Todd Co. Bike Lane Project	Paid by Check #11123		12/16/2016	12/30/2016	12/30/2016		12/30/2016	77,774.84
52633	Todd Co. Ave 416	Paid by Check #11123		12/21/2016	12/30/2016	12/30/2016		12/30/2016	3,372.00
			Vendor 529 - Todd Companies Totals			Invoices	2		\$81,146.84
Vendor 311 - Top Dog Training Center									
16-61	Professional Services	Paid by Check #11124		12/15/2016	12/30/2016	12/30/2016		12/30/2016	90.00
			Vendor 311 - Top Dog Training Center Totals			Invoices	1		\$90.00
Vendor 49 - Tulare County									
14924	Fy 16/17-CS/CPR-Entry Sign	Paid by Check #11125		12/06/2016	12/30/2016	12/30/2016	12/22/2016	12/30/2016	129.60
14925	Supplies	Paid by Check #11125		12/06/2016	12/30/2016	12/30/2016		12/30/2016	10.80
			Vendor 49 - Tulare County Totals			Invoices	2		\$140.40
Vendor 307 - Tulare County Consolidated Ambulance Dispatch, Inc									
1092	4th Q 2016	Paid by Check #11126		12/06/2016	12/30/2016	12/30/2016		12/30/2016	450.00
DFD-2016-09	November 2016	Paid by Check #11126		12/19/2016	12/30/2016	12/30/2016		12/30/2016	6,047.00
DFD-2016-10	September 2016	Paid by Check #11126		12/19/2016	12/30/2016	12/30/2016		12/30/2016	6,047.00
DFD-2016-11	October 2016	Paid by Check #11126		12/19/2016	12/30/2016	12/30/2016		12/30/2016	6,047.00
			Vendor 307 - Tulare County Consolidated Ambulance Dispatch, Inc Totals			Invoices	4		\$18,591.00



Accounts Payable Invoice Report

Payment Date Range 12/25/16 - 12/30/16
Report By Vendor - Invoice
Summary Listing

Invoice Number	Invoice Description	Status	Held Reason	Invoice Date	Due Date	G/L Date	Received Date	Payment Date	Invoice Net Amount
Vendor 440 - Tyco Intergrated Securtiy									
27746200	Contractual	Paid by Check #11127		12/10/2016	12/30/2016	12/30/2016		12/30/2016	46.86
27746201	Contractual	Paid by Check #11127		12/10/2016	12/30/2016	12/30/2016		12/30/2016	299.88
27746202	Fy 16/17-Sportsplex-Qrterly Billing for alarm system	Paid by Check #11127		12/10/2016	12/30/2016	12/30/2016	12/22/2016	12/30/2016	267.57
Vendor 440 - Tyco Intergrated Securtiy Totals							Invoices	3	\$614.31
Vendor 192 - UNUM Life Insurance Company of America									
1/1 - 1/31/17	0537123-001 0	Paid by Check #11128		12/12/2016	12/30/2016	12/30/2016		12/30/2016	9,128.22
Vendor 192 - UNUM Life Insurance Company of America Totals							Invoices	1	\$9,128.22
Vendor 273 - US Bank									
318469384B	Contractual	Paid by Check #11144		11/25/2016	12/30/2016	12/30/2016		12/30/2016	575.80
318469467B	Rent/Equipment	Paid by Check #11144		11/25/2016	12/30/2016	12/30/2016		12/30/2016	1,034.07
11/1-11/30/16	Contractual	Paid by Check #11145		11/30/2016	12/30/2016	12/30/2016		12/30/2016	29.75
38975059B	Contractual	Paid by Check #11144		12/01/2016	12/30/2016	12/30/2016		12/30/2016	1,174.50
Vendor 273 - US Bank Totals							Invoices	4	\$2,814.12
Vendor 154 - USA Bluebook									
126408	Supplies	Paid by Check #11129		12/06/2016	12/30/2016	12/30/2016		12/30/2016	203.80
Vendor 154 - USA Bluebook Totals							Invoices	1	\$203.80
Vendor 101 - Valley Soil & Forest Products									
14007	Supplies	Paid by Check #11130		12/12/2016	12/30/2016	12/30/2016		12/30/2016	160.00
29350	Supplies	Paid by Check #11130		12/12/2016	12/30/2016	12/30/2016		12/30/2016	337.13
Vendor 101 - Valley Soil & Forest Products Totals							Invoices	2	\$497.13
Vendor 354 - Verizon Wireless									
9776967283	December 2016	Paid by Check #11132		12/05/2016	12/30/2016	12/30/2016		12/30/2016	195.17
976620782	Telephone	Paid by Check #11133		12/07/2016	12/30/2016	12/30/2016		12/30/2016	649.82
9776749599	Communications	Paid by Check #11131		12/10/2016	12/30/2016	12/30/2016		12/30/2016	2,016.91
Vendor 354 - Verizon Wireless Totals							Invoices	3	\$2,861.90
Vendor 1186 - Virtual Project Manager LLC									
12-893	Virtual Project Manager Hayes Ave Project	Paid by Check #11134		11/28/2016	12/30/2016	12/30/2016		12/30/2016	250.00
Vendor 1186 - Virtual Project Manager LLC Totals							Invoices	1	\$250.00
Vendor 27 - The Visalia Times-Delta									
TD0054706 122916	Publications & Subscriptions	Paid by Check #11136		12/29/2016	12/30/2016	12/30/2016		12/30/2016	15.50
Vendor 27 - The Visalia Times-Delta Totals							Invoices	1	\$15.50



Accounts Payable Invoice Report

Payment Date Range 12/25/16 - 12/30/16
Report By Vendor - Invoice
Summary Listing

Invoice Number	Invoice Description	Status	Held Reason	Invoice Date	Due Date	G/L Date	Received Date	Payment Date	Invoice Net Amount
Vendor 820 - Vulcan Materials Company									
71323751	Supplies	Paid by Check #11137		12/14/2016	12/30/2016	12/30/2016		12/30/2016	498.70
Vendor 820 - Vulcan Materials Company Totals						Invoices	1		<u>\$498.70</u>
Vendor 549 - Wal-Mart									
2500 12/3/2016	Credit Card - supplies	Paid by Check #11138		12/03/2016	12/29/2016	12/16/2016		12/30/2016	50.61
2435 12/9/16	Supplies	Paid by Check #11140		12/09/2016	12/30/2016	12/30/2016		12/30/2016	95.06
2443 120916	Supplies	Paid by Check #11139		12/09/2016	12/30/2016	12/30/2016		12/30/2016	144.70
Vendor 549 - Wal-Mart Totals						Invoices	3		<u>\$290.37</u>
Vendor 962 - Willdan Financial Services									
010-31181	WILLDAN - UTILITY RATE ANALYSIS	Paid by Check #11141		05/23/2016	12/30/2016	12/30/2016		12/30/2016	3,275.00
010-31562	WILLDAN - UTILITY RATE ANALYSIS	Paid by Check #11141		06/27/2016	12/30/2016	12/30/2016		12/30/2016	4,139.00
010-32180	PROFESSIONAL SERVS. THROUGH 7/31/16	Paid by Check #11141		08/31/2016	12/30/2016	12/30/2016		12/30/2016	921.00
Vendor 962 - Willdan Financial Services Totals						Invoices	3		<u>\$8,335.00</u>
Vendor 1067 - Yamabe & Horn Engineering Inc.									
36650	Yamabe and Horn Engineering Services	Paid by Check #11142		12/07/2016	12/30/2016	12/30/2016		12/30/2016	2,652.50
36652	Yamabe & Horn Ridge Creek Ranch Subdivision	Paid by Check #11142		12/07/2016	12/30/2016	12/30/2016		12/30/2016	2,890.00
Vendor 1067 - Yamabe & Horn Engineering Inc. Totals						Invoices	2		<u>\$5,542.50</u>
Vendor PRISMA JEWELRY, INC									
1301 122116	Refund for business license overpayment	Paid by Check #11143		12/21/2016	12/30/2016	12/30/2016		12/30/2016	156.71
Vendor PRISMA JEWELRY, INC Totals						Invoices	1		<u>\$156.71</u>
Grand Totals						Invoices	282		<u><u>\$912,827.90</u></u>



City Council Staff Report

Department: FIRE SERVICES

January 10, 2017

To: Mayor and City Council

From: Chad Thompson, Fire Chief

Subject: Ordinance No. 2017-01 adding Chapter 9.18 to Title 9, Regarding Abatement of Hazardous Weeds and Rubbish (CT)

RECOMMENDATION

Council introduce, read title and waive reading in full, and open a public hearing to accept testimony regarding the adoption of Ordinance no. 2017-01 adding Chapter 9.18 to Title 9 of the Dinuba Municipal Code relating to the abatement of weed and rubbish hazards on properties within the City of Dinuba.

EXECUTIVE SUMMARY

Currently, the Dinuba Municipal Code does not contain a chapter addressing the abatement of hazards and/or nuisances attributed to the accumulation of weeds and /or rubbish on properties located within the City of Dinuba. This proposed ordinance, if adopted by the City Council, will provide a specific code addressing the abatement of weeds and rubbish nuisances and hazards.

OUTSTANDING ISSUES

DISCUSSION

Historically, the Dinuba Fire Department personnel have been tasked with conducting the City of Dinuba Weed Abatement program. The procedure that has been followed has been based on ordinances and codes that pertain more towards building and construction. This process has proven to be a lengthy and cumbersome process that does not account for the necessity to remedy potential hazards in the most time effective and efficient manner. Many times, property owners will not comply with abatement notices in a timely fashion and the time between the discovery of the violation and point at which the hazard is remedied can often be close to 60 days. During that time, the hazard has the potential to become larger or more dangerous.

This proposed ordinance will provide a clear and concise process specific to the abatement of weeds and rubbish that present a public nuisance and/or hazard. The ordinance will implement a municipal code that defines the hazards and nuisances. Furthermore, the ordinance provides the necessary authority to the Fire Chief, or his/her designee, to abate these hazards in a timely fashion, if the property owners fail to comply with the abatement notice within 30 days. Also included in the ordinance, is the means by which a property owner may appeal the initial abatement notice if they feel that their properties do not constitute a nuisance or hazard. Finally, this proposed ordinance will provide a process that will allow the City of Dinuba to recover all costs incurred during the abatement process by placing liens on non-compliant properties.

FISCAL IMPACT

The financial impact to the City is dependent on the number of properties that remain non-compliant following the 30 day notice to abate. The cost incurred by the City for abating any properties that are not brought into compliance will be borne on the General Fund. However, those costs will be recovered when the tax liens are paid by the property owner via the Tulare County Tax Assessor's office.

PUBLIC HEARING

A public hearing notice regarding the proposed ordinance was published in the Dinuba Sentinel on December 29, 2016.

ATTACHMENTS:

[Ordinance No. 2017-01](#)

ORDINANCE NO. 2017-01

**AN ORDINANCE OF THE CITY OF DINUBA MUNICIPAL CODE
ADDING CHAPTER 9.18 TO TITLE 9, CONCERNING ABATEMENT OF HAZARDOUS WEEDS AND RUBBISH
IN THE CITY OF DINUBA**

THE CITY COUNCIL OF THE CITY OF DINUBA, STATE OF CALIFORNIA DO ORDAIN AS FOLLOWS:

SECTION 1. Chapter 9.18 is hereby added to Title 9, of the City of Dinuba Municipal Code to read as follows:

CHAPTER 9.18

ABATEMENT OF HAZARDOUS WEEDS AND RUBBISH

Sections:

9.18.010	Intent
9.18.020	Definitions
9.18.030	Findings by City Council
9.18.040	Nuisance; Authority to Abate
9.18.050	Enforcement Officer Designation
9.18.060	Notice to Remove – Posting
9.18.070	Abatement
9.18.080	Abatement of Seasonal Nuisances
9.18.090	Emergency Abatement – Authority of Fire Department
9.18.100	Public Right of Way
9.18.110	Right of Entry
9.18.120	Removal before Fire Chief Arrives
9.18.130	Recovery of Abatement Costs
9.18.140	Costs of Abatement Constituting Special Assessments; Liens
9.18.150	Assessment Billing
9.18.160	Collection of Assessment
9.18.170	Cancellation or Refund of Assessments

Section 9.18.010 Intent. It is the intent of this ordinance to compel the owner, lessee, or occupant(s) of buildings, grounds, or lots in the City of Dinuba to remove Weeds and Rubbish that constitute a public nuisance and fire hazard from such property and adjacent public right of way, or pay the City the cost of removing the nuisance.

Section 9.18.020 Definitions. For the purpose of this chapter, certain words and phrases are defined and certain provisions shall be construed as set forth herein, unless it is apparent from the context that a different meaning is intended.

a) Abate: To bring entirely down, demolish, put an end to, do away with a nuisance.

- b) **Brush:** Branches from trees, orchard clippings in piles, tree trimmings or other combustible vegetation in a dry state of condition capable of sustaining combustion (fire).
- c) **Combustible Vegetation:** Cut or uncut Brush, Weeds, grass, vines, orchards, vineyards, or other vegetation that when dry become a fire hazard.
- d) **Fire Hazard:** A thing or act which increases or could cause an increase of the hazard or menace of fire to a greater degree than customarily recognized as normal by persons in the public service regularly engaged in preventing, suppressing, or extinguishing fire or any act which could obstruct, delay, hinder, or interfere with the operations of the fire department or the egress of occupants in the event of fire.
- e) **Lot:** Lot means a designated parcel, tract, or area of land established by plat, subdivision, or as otherwise permitted by law, to be used, developed or built upon.
- f) **Persons:** Includes individuals, firms, partnerships, and corporations;
- g) **Public Right of Way:** Public right of way is any street, alley, or similar parcel of land essentially unobstructed from the ground to the sky that is deeded, dedicated, or otherwise permanently appropriated to the public for public use, including sidewalks, planters, drainage ditches or other strips of public land fronting or adjoin a private parcel of land.
- h) **Rubbish:** Magazines; books, trimmings from lawns, trees or flower gardens; pasteboard or cardboard boxes; rags; straw; sawdust; packing material; shavings; wood boxes; scrap lumber; and refuse that will ignite through contact with flames of ordinary temperatures.
- i) **Weeds:** Weeds as used in this ordinance, means vegetation and or Combustible Vegetation growing upon lots, private or public, improved or unimproved, and the adjoining public right of way in the unincorporated portions of the City of Dinuba, and includes any of the following:
 - 1. Vegetation which bear seeds of a downy or wingy nature.
 - 2. Tumbleweeds, sagebrush, chaparral, and any other brush or vegetation which attain such large growth as to become, when dry, a fire menace to adjacent property or the property upon which the Weeds exist.
 - 3. Vegetation which is noxious or dangerous.
 - 4. Dry grass, stubble, brush, litter, or other flammable material which endangers the public safety by creating a fire hazard.

Section 9.18.030 Findings by the City Council. The City of Dinuba City Council hereby finds that Weeds and Rubbish, as defined in this chapter, on lots or parcels, or the public right of way within the City of Dinuba, constitute a public nuisance and are a fire hazard and may be abated as provided by this ordinance. Properties being exclusively or primarily used for agricultural purposes are excluded from the provisions of this chapter, excepting the necessity of providing adequate firebreaks.

Section 9.18.040 Nuisance; Authority to Abate. Each of the following conditions is declared to constitute a public nuisance, and whenever an enforcement officer shall determine that any of the

conditions exist upon any premises, he/she may require or provide for the abatement thereof pursuant to this article and make the costs of abatement a lien on the subject real property:

1. The existence of weeds on the premises, or public sidewalks, curbs and gutters, streets or alleys in front of, adjacent to or behind said premises;
2. The existence of any accumulation of wastepaper, hay, grass, straw, weeds, litter, debris or combustible trash upon any roof or in any building, entranceway, court, yard, vacant lot or open space; or of any weeds, grass, vines or other growth, when the same endangers property or is liable to be fired;
3. The existence of any garbage or rubbish upon the premises contrary to the provisions of Chapter 9.18 of this code;
4. The existence of any vines or climbing plants growing into or over any street, tree or any public hydrant, pole or electroliner; or the existence of any shrub, plant or vine growing on, around or in front of any hydrant, alarm box, standpipe, sprinkler system connection or any other appliance or facility provided for fire protection purposes, in such a way as to obscure the view thereof or impair the access thereto by the fire department;
5. The existence of an excessive amount of tires on property that does not conform to commercial use as set by the zoning ordinance of the City of Dinuba;
6. Any other condition or use of property which is in fact a fire hazard or which results or can result in the impairment of the ability of the fire department to respond to and suppress fires.

The occupant or tenant, or in the absence of the occupant or a tenant, the owner, lessee or proprietor of any real property in the city, shall be responsible for the removal or destruction of all such weeds and other debris as set forth in this section from his or her property and from the abutting half of any street or alley between lot lines as extended.

Section 9.18.050 Enforcement Officer Designation. The City Council shall designate the Fire Chief as the officer responsible for the administration and enforcement of the provisions of this ordinance. The Fire Chief may appoint deputies to assist in the enforcement of said ordinance.

Section 9.18.060 Notice to Remove – Posting. If and when it shall be determined by the Fire Chief, and or his or her designee, as described in Section 9.18.040 that Weeds or Rubbish constituting a public nuisance or a fire hazard exist on a lot, a “Notice to Abate Weeds and Rubbish” shall be sent and such notice shall include the possibility of abatement by the City if compliance is not met within the guidelines set forth in this ordinance.

- a) **Heading.** The notices shall be headed “NOTICE TO ABATE WEEDS AND RUBBISH” in words not less than one inch in height.
- b) **Form.** The notice shall be substantially in the following form:

NOTICE TO ABATE WEEDS AND RUBBISH

NOTICE IS HEREBY GIVEN that on (date) _____, pursuant to section 9.18 of the Dinuba Municipal Code, the Chief of the Fire Department of the City of Dinuba declares that the following conditions set forth in section 9.18.040 of said Municipal Code constitute a public nuisance and that such a nuisance must be abated by the destruction or removal of said conditions:

City of Dinuba Ordinance number 2017-01 states that Weeds or Rubbish, as defined herein, constitute a public nuisance and fire hazard, and the existence of which is a violation of said Ordinance. Furthermore, the Weeds and Rubbish growing on or in front of the property are of a seasonal and recurrent nature, and that the same constitute a public nuisance which must be removed.

Weeds or Rubbish violating the ordinance have been found on Assessor Parcel Number _____, Street Address _____, or in the public right of way adjacent to the property. Said weeds and rubbish shall be removed within 30 days, otherwise the nuisance will be abated by City staff, in which case the cost of the removal from your lot(s) and the adjacent right of way, including administrative charges, will constitute a lien upon your lots or lands until paid.

All property owners who wish to object to the Notice to Abate Weeds and Rubbish have the right to attend a meeting with a representative of the Dinuba Fire Department to be held at Dinuba Fire Station at 420 E. Tulare Street, Dinuba, California 93618 on _____ (DATE).

Dated this _____ day of 20__.

Fire Chief, City of Dinuba, by the authority of Ordinance No. 2017-01.

- c) **Mailing of Notice:** Notice in the form required in b) above shall be mailed by regular mail to the property owners as their names and addresses appear from the last equalized assessment roll, or as they are known to the Tulare County Assessor's Office.
- d) **Alternative to Mailing:** If said Notice to Abate is determined to be undeliverable by means of regular or certified mail service, the notice shall be posted on the property to be abated.
- e) **Place of Posting:** The notices shall be conspicuously posted in front of the property on which the nuisance exists. If the property has no frontage upon any street, highway, or road, then the notice shall be posted upon the portion of the property nearest to the street, highway or road, or location most likely to give actual notice to the owner.
- f) **Manner of Posting:** The notices shall be posted not more than one hundred feet in distance apart, but at least one notice shall be posted on each lot or parcel.
- g) **Failure to Receive Notice:** Failure of the owner to receive such notice shall not affect the power of the City or any of its officers or agents to proceed as provided in this chapter, nor affect the validity of lien provided for under this chapter.

Section 9.18.070 Hearing. At the time fixed in the notice provided pursuant to section 9.18.060 of this article, the fire chief or his/her designated representative shall hear and consider any and all objections to the proposed abatement of such conditions, and may continue the hearing as necessary. The enforcement officer shall have the opportunity to respond to any such objections. In cases where the fire chief overrules an objection, the city shall be deemed to have acquired jurisdiction to proceed and perform the work necessary to abate the conditions causing such nuisance if said property owner or other responsible fails to abate said nuisance on or before the date set forth in the notice. The affected property owners or other responsible person may appeal the decision of the enforcement officer to the city Council by filing a written appeal. The appeal must be filed with the city clerk within ten (10) calendar days of the date of the decision of the enforcement officer. Any property owner or other responsible person who fails to appear at said hearing and present objections shall be deemed to have waived the right to present any such objections and the city shall thereafter have the jurisdiction to proceed and perform any work necessary to abate the conditions causing such nuisance upon the expiration of the time allowed in the notice to the property owner.

Section 9.18.080 Abatement of Seasonal Nuisance: In the case of a lot containing Weeds or Rubbish where abatement has occurred in previous years, and the Weeds or Rubbish are seasonal or recurring, it shall be the decision of the Fire Chief to declare the lot a seasonal public nuisance and the Weeds or Rubbish shall be abated thereafter without the necessity of further hearing. It shall be sufficient to state in the Notice to Abate mailed to the owners of the property that the Weeds and Rubbish growing on or in front of the property are of a seasonal and recurrent nature, and that the same constitute a public nuisance which must be removed, and if the owner fails to remove the Weeds or Rubbish, the nuisance will be abated by the City staff or its agents, in which case the cost of such removal shall be assessed upon the lot and that such cost will constitute a lien upon such lots or land until paid.

Section 9.18.090 Emergency Abatement - Authority of Fire Department. Whenever any condition on or use of property causes or constitutes or reasonably appears to constitute imminent or immediate danger to the health or safety of the public or a significant portion thereof, the Fire Chief or his/her authorized representative shall have the authority to summarily and without notice abate the same. The expenses of such abatement shall become a lien upon the property and be collectible as provided in sections 9.18.130 through 9.18.160, inclusive, of this article.

Section 9.18.100 Public Right of Way Abatement: In the case of abatement occurring on a private lot, adjoining public right of way containing Weeds or Rubbish shall also be abated. In those instances, the owner, lessee or occupant will be billed for the cost of abating the property and the adjacent right of way.

Section 9.18.110 Right of Entry: The Fire Chief, and his or her designee, or contracting agents, or other representatives, may enter upon private property for the purpose of removing the Weeds or Rubbish.

Section 9.18.120 Removal before Fire Chief Arrival: At any time before removal of the nuisance by the Fire Chief, or his/her designee, a property owner may remove the Weeds or Rubbish at his or her

own expense. In that case, the assessment and lien maybe filed by the Fire Chief and shall be limited to the cost incurred by the responsible agency in enforcing abatement upon the parcel, including investigation, boundary determination, measurement, clerical, and other related costs.

Section 9.18.130 Recovery of Abatement Costs: The City shall be reimbursed for all time, material, contracting agent's costs, and any other costs necessary to abate Weeds and Rubbish per this ordinance.

- a) **Statement of Expense.** A statement of expense shall be developed by the Fire Chief. The Statement of Expense shall be an itemized statement explaining the costs incurred by the City in abating the Weeds or Rubbish.
- b) **Council Resolution.** The Fire Chief shall request placement of a resolution on the consent calendar of the City Council approving the amount of due under the Statement of Expense. The resolution shall direct the Auditor to cause a special assessment to be placed on the subject property. Said assessment shall have the same priority as other taxes. A notice of release shall not be recorded with the office of the County Recorder until all assessments for the cost of abatement are paid. When the assessment in question is collected, it shall be credited to the General Fund.
- c) **Recovery of Expenses for Fighting Fire.** Any property owner, or other responsible person, who, after written notification by the enforcement officer or his/her authorized representative, fails to abate a condition constituting public nuisance as set forth in section 9.18.040 of this article shall become liable for the expenses of fighting a fire which is determined by the fire department to have been caused by or attributed to, in whole or part, said condition constituting such a public nuisance. Such expenses shall be charged to the property owner and/or other responsible person and shall become a lien upon the property and be collectible as provided in sections 9.18.130 through 9.18.160 inclusive, of this article. The property owner or responsible person shall be liable for actual costs of abating such nuisance as defined herein.

Section 9.18.140 Costs of Abatement Constituting Special Assessments; Lien: The cost of abatement shall constitute special assessments against the lot, and or respective parcels of land and are a lien on the property(s) for the amount of the respective assessments and shall include the City's actual expenses and costs, including, but not limited to, reasonable attorneys' fees incurred by the City to enforce this chapter, the expenses and costs of the City in the inspection of lots, preparation of notices, specifications and contracts, and in inspecting work, and the costs of printing and mailing required under this chapter for each occurrence of abatement.

Section 9.18.150 Assessment Billings: The Tax Collector shall include the amount of the assessment on the bills for taxes levied against the respective lots and parcels of land.

Section 9.18.160 Collection of Assessments: The amounts of the assessment shall be collected at the same time and in the same manner as County taxes are collected, and are subject to the same penalties and the same procedures and sale in case of delinquency as provided for ordinary county taxes.

Section 9.18.170 Cancellation or Refund of Assessment: If a special assessment, penalty or cost was entered, charged, or paid:

- a) More than once;
- b) Through clerical error;
- c) Through the error or mistake of the City Council or the officer designated to give notice or to order abatement of the nuisance, in respect to any material fact, including the case where the cost report is rendered and confirmed as hereinbefore provided shows the City abated the Weeds or Rubbish but such is not the actual fact;
- d) Illegally; or
- e) On property acquired after the lien date by the State or by any county, city, school district or other political subdivision and because of this public ownership not subject to sale or delinquent taxes.

SECTION 2. This Ordinance shall take effect and be in force thirty (30) days after its adoption, and prior to the expiration of fifteen (15) days from the passage thereof, shall be published once (1) in the Dinuba Sentinel, a newspaper of general circulation published in the City of Dinuba, State of California, with the names of the members of the City Council voting for and against the same.

PASSED AND ADOPTED at a regular meeting of the City Council of the City of Dinuba, State of California, on _____, 2017, by the following vote of the City Council, to wit:

AYES:

NOES:

ABSENT:

ABSTAIN:

EMILIO MORALES, MAYOR
CITY OF DINUBA

ATTEST:

LINDA BARKLEY, DEPUTY CITY CLERK



City Council Staff Report

Department: PUBLIC WORKS

January 10, 2017

To: Mayor and City Council
From: Blanca Beltran, Public Works Director
By: Elva Patino, Fiscal Analyst II
Subject: Public Hearing - Development Impact Fee Annual Report for FY 2015/16 (BB)

RECOMMENDATION

Council hold a public hearing, accept public comment regarding the FY 2015/16 Development Impact Fee Annual Report and upon conclusion of the public hearing, file the subject report with the Office of the City Clerk.

EXECUTIVE SUMMARY

The Mitigation Fee Act (Government Code Section 66006 et. seq.) requires local agencies to submit an annual report detailing the status of development impact fees. The annual report must be made available to the public within 180 days after the close of the fiscal year, and must be presented to the City Council at least 15 days after it is made available to the public. The Development Impact Fee Annual Report for Fiscal Year ending June 30, 2016 is enclosed herein as Attachment 'A'.

OUTSTANDING ISSUES

None

DISCUSSION

With the passage of Proposition 13 in 1978 and the resulting decline in local government revenues, local government increasingly relied on impact fees in order to mitigate the impacts created by new development. Development impact fees are collected to finance the design, construction and acquisition of facilities and equipment necessary to accommodate future development.

In response to the growing use of impact fees, the State Legislature passed AB 1600 in 1987, the California Mitigation Fee Act, setting forth standards and procedures for how impact fees are imposed, collected and expended. The Mitigation Fee Act requires local governments to segregate and place development impact fees collected in special funds. Those funds are held to finance the construction of the specific facilities for which the fee was imposed. The Mitigation Fee Act also requires local governments to prepare annual reports detailing the status of development impact fees until the funds collected are expended.

The enclosed Development Impact Fees Annual Report provides information on the amount of developer impact fees collected and expended, and the interest earned on unexpended funds from July 1, 2015 through June 30, 2016.

The City of Dinuba has six types of development impact fees. They are:

Water System Development Fee:

Fund the water supply, treatment, and distribution facilities needed to provide potable domestic water and to meet fire flow requirements for new development.

Sewer System Development Fee:

Fund the collection, treatment, and wastewater disposal facilities required to provide sanitary sewer service to new development.

Transportation System Development Fee:

Fund transportation improvements that include arterial streets, intersections, and traffic signals to accommodate new development.

Fire Protection Impact Fee:

Fund the acquisition of land for fire facilities, upgrade existing facilities, and purchase vehicles and equipment to accommodate new development.

Parks Facilities Fees:

Fund the acquisition of land and development of new parks, expand or construct new recreational facilities, and purchase park amenities.

Storm Drain System Development Fee:

Fund drainage facilities for flood control and water management to accommodate new development.

Police Protection Impact Fee:

Fund the acquisition of land for Police facilities, upgrade existing facilities, and purchase vehicles and equipment to accommodate new development.

The annual report provides the public with the requisite information as to the status and use of impact fees collected for the fiscal year ending June 30, 2016 in compliance with the Mitigation Fee Act.

FISCAL IMPACT

There is no fiscal impact as this is a reporting requirement only.

PUBLIC HEARING

A public hearing notice was published in the Dinuba Sentinel on December 15, 2016.

ATTACHMENTS:

[Development Impact Fee Annual Report for FY 2015/16](#)

CITY OF DINUBA
DEVELOPMENT IMPACT FEE REPORT
FY 2015/16

Water SDC Fund Fund 250		Actual 2015/16
Beginning Fund Balance 7/1/15		\$142,801
Revenues:		
Interest Earnings	441	
Developer Fees	254,028	\$254,469
Expenditures:		
Prelim Design Infrastructure	3,500	
Transfer Out - Water Debt	237,075	
Transfer Out - Roundabout	16,038	
Feasability Study		
Impact Fee Study	578	
		\$257,191
Ending Fund Balance		\$140,079

Transportation SDC Fund Fund 252		Actual 2015/16
Beginning Fund Balance 7/1/15		\$1,225,033
Revenues:		
Land Sale (Dinuba Lumber)	4,340	
Interest Earnings	3,312	
Developer Fees	236,264	\$243,916
Expenditures:		
Transfer Out - Financing Auth.	150,654	
Kamm and Crawford Intersection	79,300	
Roundabout Feasability Study	16,009	
Impact Fee Study	578	
		\$246,541
Ending Fund Balance		\$1,222,408

Sewer SDC Fund Fund 251		Actual 2015/16
Beginning Fund Balance 7/1/15		\$210,785
Revenues:		
Interest Earnings	372	
Developer Fees	359,542	\$359,914
Expenditures:		
Impact Fee Study	578	
El Monte Way Widening (Sewer Improvements)	33,963	
Transfer Out - CEC WWRF	85,190	
Transfer Out - Debt Service	369,300	
		\$489,031
Ending Fund Balance		81,668

Fire Impact Fees Fund 321		Actual 2015/16
Beginning Fund Balance 7/1/15		\$67,019
Revenues:		
Interest Earnings	178	
Commercial	2,517	\$2,695
Expenditures:		
Impact Fee Study	578	
		\$578
Ending Fund Balance		\$69,136

CITY OF DINUBA
DEVELOPMENT IMPACT FEE REPORT
FY 2015/16

Parks Fund Fund 123

Actual
2015/16

Beginning Fund Balance 7/1/15 (\$1,972)

Revenues:

Interest Earnings	96	
Developer Fees	70,411	\$70,507

Expenditures:

Parks Project	62,756	
Dinuba Sports Plex	3,432	
		\$66,188

Ending Fund Balance	\$2,347
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Police Fund Fund 253

Actual
2015/16

Beginning Fund Balance 7/1/15 \$0

Revenues:

Interest Earnings	0	
Developer Fees	0	\$0

Expenditures:

\$0

Ending Fund Balance	\$0
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Storm Drain Fund Fund 504
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Actual
2015/16

Beginning Fund Balance 7/1/15 \$245,554

Revenues:

Interest Earnings	793	
Developer Fees	118,069	
Sale of City Dirt	94	\$118,956

Expenditures:

PW Facility (Ponding Basin)	2,850	
Storm Water Permit	37,241	
Storm Drain Master Plan	44,926	
		\$85,017

Ending Fund Balance	\$279,493
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City Council Staff Report

Department: FINANCE SERVICES

January 10, 2017

To: Mayor and City Council

From: Carlos Sanchez, Interim Finance Director

Subject: \$6,500,000 Issuance of Tax-Exempt Bonds by the California Statewide Communities Development Authority (CS)

RECOMMENDATION

City Council to adopt Resolution No. 2017-01 (Attachment A) approving the issuance of Bonds by the California Statewide Communities Development Authority not to exceed \$6,500,000, for the benefit of Self Help Enterprises, to provide financing for the acquisition, construction and equipping of a 43-unit multifamily rental housing project generally known as Dinuba Village Apartments.

EXECUTIVE SUMMARY

Self Help Enterprises (the "Borrower") has requested that the California Statewide Communities Development Authority ("CSCDA") serve as the municipal issuer of tax-exempt multi-family housing revenue bonds in an aggregate principal amount not to exceed \$6,500,000 (the "Bonds"). The proceeds of the Bonds will be used for the purpose of making a loan to the Borrower, to enable the Borrower to finance the acquisition, construction and equipping of a 43-unit affordable multifamily housing rental project located at the northwest corner of E. Davis Drive and N. Crawford Avenue, Dinuba, California (the "Project"), which will be owned and operated by the Borrower.

OUTSTANDING ISSUES

None

DISCUSSION

In order for all or a portion of the Bonds to qualify as tax-exempt bonds, the City of Dinuba ("City") must conduct a public hearing (the "TEFRA Hearing") providing the members of the community an opportunity to speak in favor of or against the use of tax-exempt bonds for the financing of the Project. Adoption of the resolution is solely for the purposes of satisfying the requirements of the Tax Equity and Fiscal Responsibility Act (TEFRA), the Internal Revenue Code and the California Government Code Section 6500 (and following). Prior to such TEFRA Hearing, reasonable notice must be provided to the members of the community. Following the close of the TEFRA Hearing, an "applicable elected representative" of the governmental unit hosting the Project must provide its approval of the issuance of the Bonds for the financing of the Project. A public notice was published on December 22, 2016 (Attachment B).

CSCDA is a joint powers authority sponsored by the League of California Cities ("League") and the California State Association of Counties ("CSAC"). CSCDA was created by the League and CSAC in 1988 to enable local government and eligible private entities access to low-cost, tax-exempt financing for projects that provide a tangible public benefit, contribute to social and economic growth and improve the overall quality of life in local communities throughout California. CSCDA is comprised of more than 530 members, including the City of Dinuba. CSCDA has issued more than \$50 billion through 1,400 plus financings since 1988 and consistently ranks in the top 10 of more than 3,000 nationwide public issuers of tax-exempt debt, as measured by annual issuance amount.

FISCAL IMPACT

There is no fiscal impact to the City. The Bonds will be issued as limited obligations of CSCDA, payable solely from revenues and receipts derived from a loan to be made by CSCDA to the Borrower with the Bond proceeds. The City bears no liability with respect to the issuance of the Bonds. Further, the City is not a party to any of the financing

documents related to the Bond issuance and is not named in any of the disclosure documents describing the Bonds or the proposed financing.

PUBLIC HEARING

Conduct a Tax Equity and Fiscal Responsibility Act Hearing in consideration of the issuance of tax exempt bond financing by the California Statewide Communities Development Authority for the benefit of Self Help Enterprises, to provide financing for the acquisition, construction, and equipping of a 43-unit multifamily rental housing project generally known as Dinuba Village Apartments located at the northwest corner of E. Davis Drive and N. Crawford Avenue.

ATTACHMENTS:

[A. Resolution 2017-01](#)

[B. Published notice](#)

RESOLUTION NO. 2017-01

A RESOLUTION OF THE CITY COUNCIL OF THE CITY OF DINUBA, CALIFORNIA, APPROVING THE ISSUANCE OF TAX-EXEMPT BONDS BY THE CALIFORNIA STATEWIDE COMMUNITIES DEVELOPMENT AUTHORITY FOR A LIMITED PARTNERSHIP TO BE ESTABLISHED BY SELF-HELP ENTERPRISES OR AN AFFILIATE THEREOF WITH RESPECT TO A MULTIFAMILY APARTMENT PROJECT

WHEREAS, the California Statewide Communities Development Authority (the "Authority"), of which the City of Dinuba (the "City") is a member pursuant to the provisions of that certain Amended and Restated Joint Exercise of Powers Agreement Relating to the California Statewide Communities Development Authority, dated as of June 1, 1988 (the "Agreement"), is authorized by the laws of the State of California (the "Law") to issue tax-exempt obligations and taxable obligations for the purpose of financing multifamily rental housing to be occupied, in whole or in part, by persons or families of low and very low income; and

WHEREAS, a limited partnership to be established by Self-Help Enterprises or an affiliate thereof (the "Borrower"), intends to acquire and construct a 43-unit multifamily housing apartment project located at the northwest corner of E. Davis Drive and N. Crawford Avenue in the City of Dinuba, California 93618 (the "Project"), and has requested the Authority to cause the issuance of tax-exempt bonds (the "Bonds") in the not-to-exceed amount of \$6,500,000, the proceeds of which shall be used for the purpose of financing the acquisition and construction of the Project; and

WHEREAS, Section 147(f) of the Internal Revenue Code of 1986 (the "Code") requires that the "applicable elected representative" with respect to the Project approve the issuance of the Bonds with respect to the Project after a public hearing has been held concerning the issuance and delivery of the Bonds with respect to the Project;

WHEREAS, the City Council of the City (the "City Council") is the elected legislative body of the City and is one of the applicable elected representatives required to approve the issuance of the Bonds under Section 147(f) of the Code; and

WHEREAS, the City Council has, on January 10, 2017, held said public hearing after due public notice and, at said meeting, all those interest in speaking with respect to the financing of the Project were heard;

NOW, THEREFORE, be it resolved by the City Council of the City of Dinuba, State of California, as follows:

Section 1. This City Council hereby finds and determines that the foregoing recitals are true and correct.

Section 2. This City Council hereby approves the issuance of the Bonds with respect to the Project by the Authority for the purposes of Section 147(f) of the Code.

Section 3. The issuance and delivery of the Bonds shall be subject to the approval of and execution by the Authority of all financing documents relating thereto to which the Authority is a party and subject to the sale of the Bonds by the Authority.

Section 4. The Borrower shall be responsible for the payment of all present and future costs in connection with the issuance of the Bonds, including, but not limited to, any fees and expenses incurred by the City in anticipation of the issuance of the Bonds. The payment of the principal, prepayment premium, if any, and purchase price of and interest on the Bonds shall be solely the responsibility of Borrower. The Bonds shall not constitute a debt or obligation of the City.

Section 5. This City Council hereby determines that it is appropriate for the Authority to cause the issuance of the Bonds to finance the acquisition and construction of the Project and hereby approves the issuance of the Bonds. It is the purpose and intent of this City Council that this resolution constitute approval of the Bonds for the purposes of Section 9 of the Agreement.

Section 6. The adoption of this Resolution is solely for the purpose of meeting the requirements of the Code and Section 9 of the Agreement and shall not be construed in any other manner, neither the City nor its staff having fully reviewed or considered the financial feasibility of the financing of the Project or the expected operation of the Project with regards to any State of California statutory requirements, and such adoption shall not obligate, without further formal action to be taken by this City Council, (i) the City to provide financing to the Borrower for the financing of the acquisition and construction of the Project or to cause the delivery of the Bonds for the purpose of such financing; or (ii) the City, or any department of the City, to approve any application or request for, or take any other action in connection with the ownership or operation of the Project.

Section 7. The Clerk of the City Council shall forward a certified copy of this Resolution to:

Stephen G. Melikian
Jones Hall, A Professional Law Corporation
475 Sansome Street, Suite 1700
San Francisco, California 94111

Section 8. This Resolution shall take effect from and after the date of its passage and adoption.

THE FOREGOING RESOLUTION is approved and adopted by the City Council of the City of Dinuba this 10th day of January, 2017, by the following vote:

AYES:

NOES:

ABSENT:

ABSTAIN:

Scott Harness, Mayor

ATTEST:

Linda Barkley, Interim City Clerk

Declaration of Publication
State of California)
County of Tulare) ss.

Declarant says:

That at all times herein mention
Declarantis and was a resident of said County,
of **TULARE**, over the age of twenty-one years;
not a party to nor interested in the within matter;
that Declarant is now and was at all times herein
mentioned the **CHIEF CLERK TO THE**
PUBLISHER of the Dinuba Sentinel, a weekly
newspaper, which said newspaper was reaffirmed
as a newspaper of general circulation on August
18, 1951 by Superior Court order No. 19523;
and that said newspaper is printed and published
every Thursday in the City of Dinuba,
in said County of Tulare; and that the
Notice of Public Hearing

of which the copy annexed on the margin hereof
is a true and printed copy was published in said
newspaper in the issue of:

December 22, 2016

and that such publication was made in the regular
issue of said paper (and not in any supplemental
edition or extra thereof).

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

Executed on December 22, 2016 at Dinuba,
California


Declarant

NOTICE OF PUBLIC HEARING

NOTICE IS HEREBY GIVEN that the City Council of the City of Dinuba (the "City"), at its regular meeting on Tuesday, January 10, 2017, will hold a public hearing and consider approval of the issuance by the California statewide Communities Development Authority (the "Authority") of multi-family housing revenue bonds (the "Bonds") in a principal amount not to exceed \$6,500,000 to assist in the financing of the acquisition and construction of a 43-unit multifamily housing apartment project located at the northwest corner of East Davis Drive and North Crawford Avenue in the City of Dinuba, California 93618 (the "Project"). The owner of the Project is expected to be a limited partnership established by Self-Help Enterprises or an affiliate thereof (the "Borrower").

The Bonds will not constitute an indebtedness or obligation, or a pledge of the faith and credit of, the City. The Bonds will be special, limited obligations of the Authority payable solely from the revenues of the Project and other amounts pledged by the Borrower.

All those interested in matters relating to the issuance of the Bonds and the financing of the acquisition and construction of the Project are invited to attend and be heard at the meeting which will commence no earlier than 6:30 pm. and will be held in the City Council's Chambers located at 405 East El Monte Way, Dinuba, California. If you have any questions regarding this matter, please contact the City Clerk at (559) 591-5900.

December 22, 2016



City Council Staff Report

Department: PUBLIC WORKS

January 10, 2017

To: Mayor and City Council
From: Blanca Beltran, Public Works Director
By: George Avila, Business Manager
Subject: Award Professional Service Contract to Quad Knopf for the East El Monte Way Land Use Strategic Plan (GA)

RECOMMENDATION

Council award a professional services contract to Quad Knopf in the amount of \$49,957 for the preparation of a land use strategic plan for the East El Monte Economic Vitality and Community Sustainability Plan.

EXECUTIVE SUMMARY

The City of Dinuba was awarded a Community Development Block Grant (CDBG) to fund the preparation of the "East El Monte Economic Vitality and Community Sustainability Plan". This grant includes preparation of a land use plan aimed at strategies to revitalize the East Side Commercial Corridor. The City requested proposals for this scope of work and received four responses. An evaluation committee reviewed the submitted responses and determined that Quad Knopf meets the qualifications to prepare said plan and recommends that the contract be awarded to the firm in the amount of \$49,957.

OUTSTANDING ISSUES

None.

DISCUSSION

The City of Dinuba was awarded \$2,000,000 in Community Development Block Grant (CDBG) funds for a variety of federally-funded activities to revitalize the East Side Commercial Corridor. One of these activities is a Planning and Technical Assistance (PTA) grant for the preparation of the "East El Monte Economic Vitality and Community Sustainability Plan". This Plan will identify land use, housing, and transportation strategies to revitalize the City's east side commercial corridor consisting of 240 acres located between Crawford and Road 92 along E. El Monte Way.

The East Side Commercial Corridor is anchored by Mercantile Row shopping center. Over the years, this shopping center has lost key anchor tenants such as Save Mart and, more recently, Kmart. In an effort to revitalize this center and surrounding area, staff pursued CDBG Grant funding to extend Randle Avenue to improve connectivity to residential uses to the south and to prepare a land use strategic plan focused on attracting new development and residents to this area. A separate retail market analysis and recruitment strategy is currently being processed to identify suitable retail tenants to the area.

On October 12, 2016 the City issued a Request for Proposals (RFP) for the preparation of land use strategic plan. A total of four proposals were received by the November 8, 2016 deadline, listed as follows:

- MW Steele Group
- Placeworks
- Provost & Pritchard
- Quad Knopf

A selection committee was convened to review the submitted proposals and based their review on the criteria identified in the RFP. The criteria included factors such as background, experience with other CDBG projects, project approach and schedule. After review and scoring of the proposals, the committee determined that Quad Knopf best

meets the qualifications outline in the RFP and recommends that the project be awarded to them in the amount not to exceed \$49,957. A copy of the firms proposal is enclosed herein as Attachment 'A'.

FISCAL IMPACT

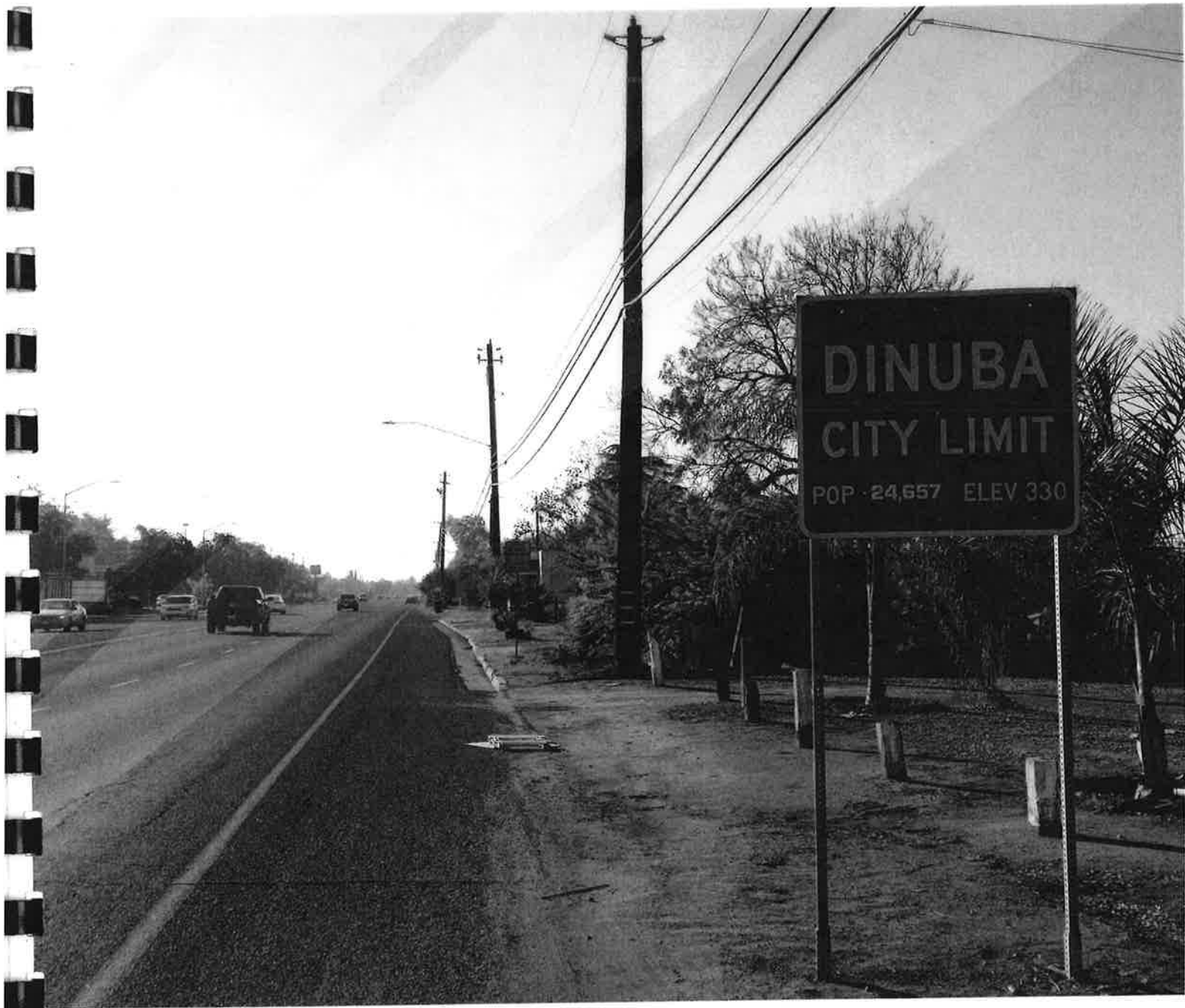
As discussed with the City Council at time of application, the Planning and Technical Assistance portion of the 2015 CDBG requires a \$5,000 General Fund match. So \$5,000 of the total \$49,957 contract would be paid for with general fund money while the remaining \$44,957 will be funded with grant funds.

PUBLIC HEARING

None.

ATTACHMENTS:

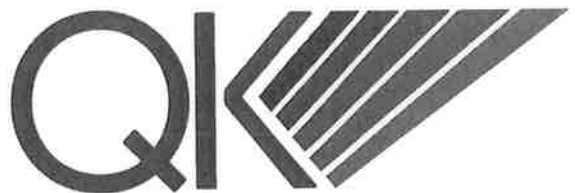
[A. Proposal from Quad Knopf](#)



CITY OF DINUBA

Request for Proposal (RFP)

Community Development Block Grant
Land Use Strategic Plan



Great Communities. Healthy Environments. By Design.



November 8, 2016

Mr. George Avila
CITY OF DINUBA
Public Works Department
405 E. El Monte Way
Dinuba, CA 93618

Re: Request for Proposals for "Community Development Block Grant – Land Use Strategic Plan"

Dear Mr. Avila,

Congratulations to the City for its successful award of CDBG funding for the important East El Monte Economic Vitality and Community Sustainability Plan. We understand that your primary objective is to develop a sustainability plan for the area along El Monte Avenue between Crawford Avenue (Road 88) and Road 92 that will provide economic opportunities, particularly to low-income residents and to small business owners. This will be accomplished by identifying land use, housing, transportation, and economic development strategies with the support of City staff and governance, stakeholders, and the public. The Plan will include policies and recommendations for zoning amendments that will guide the land use in the Plan area in the future, while being consistent with the General Plan. Per the CDBG guidelines, the City will incorporate information on job creation, especially regarding how the Plan will facilitate job creation, and services that could be provided to residents, financial feasibility.

Our team is pleased to submit this proposal for planning services for the "Land Use Strategic Plan for the East El Monte Economic Vitality and Community Sustainability Plan" (East El Monte Plan or Plan). The team we have compiled for this project include planners, urban designers, and engineers with experience with similar corridor studies and plans, many of whom have completed projects for the City of Dinuba, including the recent General Plan update. We have staff experienced in managing grant funds, including CDBG funds for roadway, infrastructure, and planning projects. We also understand that the City has retained a separate company to provide an economic analysis. Combining the QK team with your knowledgeable staff, and the expertise of the economic analyst will provide the City a powerful core group to complete this important, comprehensive Plan.

We have reviewed the West El Monte Way Master Development Plan. We would work to complement that Master Development Plan by providing alternatives to the big box stores and other retail development planned there. For example, we would work with the City's financial consultant to determine if businesses that support the City's agricultural history, perhaps including agricultural supplies (hand tools, irrigation supplies, storage bins and boxes) or tractor/farm equipment sales and service could be successful.

Amber Adams will serve as the Principal in Charge. Ms. Adams has a strong financial understanding and experience in managing CDBG funds. Steve Brandt will be the Project Manager and will work closely with

Mike Ratajski, the project planner, throughout the planning process. We supplement our public outreach and CDBG grant funding experience with the trusted and extremely capable staff at VRPA Technologies, Inc. We work with them on numerous occasions and value their input on community engagement and adherence to CDBG requirements. VRPA is a local woman-owned business, that also has significant exposure managing projects with CDBG funding.

Work on the Plan will be coordinated and performed from two of our nearby offices. Our offices are 30 to 40 minutes from Dinuba (in Fresno and Visalia); thus, we are able to **devote much of our time to the project** and not to travel time.

Our team also has experience working on a **wide variety of similar project types associated with and required** for the East El Monte Plan. We have included summaries of these project types in this proposal. The list includes, but is not limited to the following project types:

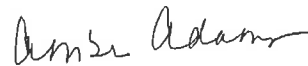
- Community Plans
- Land Use Plans
- Corridor Plans
- Urban Village and Urban Design Projects
- Land Use Feasibility Studies
- CDBG Grant-funded Project Experience
- Extensive Public Outreach

Thank you in advance for your consideration of our team for this project. We look forward to discussing our qualifications, schedule, and your project further as the City reviews submittals, shortlist of firms, and possible interviews. We are excited about this project and a continuing relationship with the City of Dinuba and its staff. If you have any questions regarding this proposal or our team's qualifications, please do not hesitate to contact me or Amber Adams at (559) 733-0440.

Respectfully submitted,



Steve Brandt, AICP, LEED
Project Manager



Amber Adams
Vice President Business and Operations

P160584

Proposal

CITY OF DINUBA

Community Development Block Grant Land Use Strategic Plan

George Avila
Public Works Department
City of Dinuba
405 E. El Monte Way
Dinuba, CA 93618



901 East Main Street
Visalia, CA 93292
(559) 733-0440

November 8, 2016
P160584

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Table of Contents

COVER LETTER

SECTION I - FIRM QUALIFICATIONS AND EXPERIENCE

Firm Overview

SECTION III - CDBG GRANT FUNDED EXPERIENCE

1 Million Gallon Hydropillar
500,000 Gallon Water Tank, Phases 1 & 2
4 Million Gallon Reservoir & Distribution
CDBG Sidewalk II Project
System Improvements
CDBG Grant Development & Submission

SECTION V - PROJECT UNDERSTANDING AND APPROACH

Project Understanding
Project Approach

SECTION VII - KEY PERSONNEL AND ORGANIZATIONAL CHART

QK Inc.
VRPA Technologies, Inc. (DBE/WBE)
Organizational Chart

SECTION IX - ACKNOWLEDGEMENT OF CONTRACT

APPENDICES

A - Equal Opportunity Employment Policy
B - Project Team Resumes

SECTION II - AFFIRMATIVE ACTION AND SMALL BUSINESS

Affirmative Action
Small Business and/or Minority or Woman
Owned Business

SECTION IV - SIMILAR WORK

Downtown East Precise Plan & Focused
EIR
Walnut Street/Bear Mountain Corridor
Mooney Boulevard Corridor Zoning
Study
Golden State Corridor Improvements
Block H Commercial Development
Comprehensive Infrastructure Master
Plan

SECTION VI - SCHEDULE AND FEE

Proposed Schedule
Fee Breakdown
Fee Schedule

SECTION VIII - KNOWLEDGE OF DINUBA

City of Dinuba Contract Planning
Services 2009 - 2016
Dinuba 2026 General Plan Update & EIR
City of Dinuba Municipal Service Review
2015 - 2023 Dinuba Housing Element Update
2009 - 2015 Dinuba Housing Element
Dinuba Sign Ordinance Update



Proposal - City of Dinuba

CDBG Land Use Strategic Plan



Firm Qualifications and Experience

Firm Overview

QK Inc.

901 East Main Street
Visalia, CA 93292
Phone: (559) 733-0440
Fax: (559) 733-7821
www.QKInc.com

QK is built on five distinct areas of expertise that work together to make the built environment possible. We have the industry's most creative professionals in:

- Engineering Design & Construction Mgmt.
- Survey & GIS
- Urban Design & Landscape Architecture
- Biology & Environmental Permitting
- Planning

Within these five areas of expertise, QK's specialized experience helps our clients throughout California. Our services include:

- Urban Design
- Landscape Architecture
- Land Use Planning
- Traffic Engineering
- Environmental Planning and Permitting
- Biological Resources
- Civil Engineering
- Utility Coordination
- Construction Management
- Labor Compliance

Since 1972, QK has successfully partnered with cities, counties, state agencies, and other public agencies. We use our talents and services in the development of efficient solutions that have lasting positive impacts. These efforts result in the establishment of sustainable communities that offer a better quality of life.



QK is the most helpful infrastructure firm in California with:

- Over 40 years of service throughout California
- Key personnel with experience in working for local government and affiliated agencies
- Professionally registered, licensed, or certified staff in a variety of disciplines (PE, TE, PTOE, PLS, AICP, ASLA, LEED AP, QSD/QSP, PMP, ISI, ENVSP)
- Direct, concentrated involvement of senior professionals
- A documented Quality Management Program
- Effective Project Management utilizing real-time Deltek Vision integrated management platform and reporting

Additionally, QK is:

- An APWA and APA Project Award Winner of 2014 Award of Merit for Comprehensive Planning
- A California Rural Water Association (CRWA) Preferred Provider
- A San Joaquin Valley Blueprint Award Winner
- A Tulare County Association of Governments Local Motion Award Winner
- A Three-time honoree of Zweig White Hot Firms List
- A Three-time honoree of California Engineering News Record Top Design Firms



Technical Capabilities



PLANNING

Planning/Environmental

QK's skilled planning professionals help our public and private sector clients balance environmental protection with the social, technical, and economic benefits of each project. For over 40 years, QK has used a sensible approach to address environmental concerns with innovative, cost-effective solutions.

QK's environmental planning staff has prepared over 4,000 CEQA and NEPA environmental documents that successfully met project objectives and schedules while complying with ever changing environmental regulations.

We advocate on behalf of our clients to help bring about the best possible outcome. We firmly believe that our partnership helps produce a better quality of life. QK's team of environmental planners is well versed in the preparation of the following:

- Environmental Impact Reports (EIR)
- Initial Studies
- Negative Declarations/Mitigated Negative Declarations
- Categorical Exemptions
- Environmental Impact Statements (EIS)
- Environmental Assessments (EA)/Findings of No Significant Impacts (FONSI)
- Categorical Exclusions
- Air Quality Assessments
- Cultural Resource Assessments
- Mitigation Monitoring & Reporting Plans and Programs
- Water Supply Assessments
- Global Climate Change/Greenhouse Gas Evaluation
- Technical Documents in Support of NEPA Compliance

QK's environmental planners have produced defensible documents that can withstand public controversy and opposition. We have a track record of substantial success in devising practical approaches to mitigating potential environmental concerns. We also develop and maintain strong relationships with federal and State regulatory agencies and their staff.

Public Outreach/Stakeholder Participation

After **more than 40 years of helping clients** build and live in the environments they're dreaming of, we have learned that winning the imagination of the community and its leaders is as important as the project itself, whether it is a Specific Plan or a comprehensive General Plan Update. Our ability to envision what the community wants means the planning document is approved with strong public support. A successful planning document encourages responsible growth, while avoiding additional time and expense for future revisions.

Walking audits and walking tours can be a very powerful workshop tool for visioning vacant sites and redesigning built environments. First popularized in the late 1980s by Dan Burden, these 45-minute to three-hour "hands-on" events can be fun, democratic, educational, and visionary to its participants. While a walking audit or tour is often used to discover pedestrian concerns regarding walking conditions, it can also be a successful tool to gather ideas for visioning, land use, urban design, public safety, and many other facets of a neighborhood's or district's qualities and character.

QK also uses bus tours and "SWOT" analyses. The SWOT analysis looks at the Strengths, Weaknesses, Opportunities and Threats to improvements of a selected site, neighborhood, building, block, street or corridor along the bus tour route.

QK generates public awareness, understanding of, and general consensus of key planning concerns. No one is better at aligning stakeholders behind a common set of interests. We help our clients get everyone on the same page. Our outreach experience includes:

- Task Force and Advisory Committee Meeting Facilitation
- Stakeholder Interviews
- Public Participation Plans
- Walking Tours/Bus Tours
- Surveys/Questionnaires
- Turning Point Real Time Surveys
- Design Charettes
- Public Open Houses
- Visioning Workshops
- Public Hearings



SURVEY &
GIS

Geographic Information Systems (GIS)

A geographic information system (GIS) helps to visualize, analyze, interpret, integrate, and map data that has a spatial component.

Our GIS expertise and user-based approach has helped clients make better decisions in strategic planning, urban and regional planning, oil/gas/mineral exploration, natural resource management, environmental monitoring, forest management, public works and engineering, telecommunications, utilities, and transportation.

QK has been a pioneer in the development of global positioning system (GPS) utilization for base mapping in the San Joaquin Valley. Our team utilizes both survey grade and sub-meter grade GPS equipment to capture a variety of information, such as streets, street signs, utilities, pavement conditions, wetlands, endangered species habitat, vernal pools, and other man-made and natural features. We are dedicated to maintaining modern technology and trained personnel to remain a leader in this field.

QK can provide data to clients in many industry standard formats: geodatabases, shapefiles, map packages, layer packages, on-line websites, and display maps. QK is an ESRI Partner, and can use new or existing data to build web-based GIS services using ArcGIS Online. This service can be customized to present data either publicly or privately over the internet. Because this is a subscription service, the client has full access to the site without the need for additional software, hardware, or personnel.

QK offers the following geospatial analysis services:

- GPS Surveying and Mapping
- Digital Elevation Model (DEM) Extraction and Processing
- Digitizing and Data Conversion
- Database Development
- ArcGIS Python Automation & Development
- GIS Webmap Development
- ArcGIS Online Website Development
- Viewshed and Line-of-Site Analysis
- Geologic, Soils, Vegetation, and Hydrologic Mapping
- Citywide Land Use Capacity Analysis
- Pavement Management
- Street Sign Management



ENGINEERING DESIGN &
CONSTRUCTION MGMT.

Utility Coordination

A lack of utility coordination is often an area that causes delays during construction, particularly when coordination is not initiated early in the project. We help our clients by focusing on critical components to address this potential issue proactively. We make sure that all affected utilities are properly contacted, and most importantly, followed up with to ensure that the project progresses without costly and frustrating delays.

QK's staff members have over 39 years of experience in the field of dry utilities planning and design. Our utility staff is currently working on projects involving major relocations, road improvements, grade separations, and new power connections for streetlights, traffic signals, well sites, and lift stations. Our utility team is led by Meredith Inglehart, who had over 28 years' of experience working for a local telephone provider before coming to QK 12 years ago. QK is diligent in the management and follow-up necessary to assure timely delivery of services by public utility companies.

Our utility staff has a combined total of over 68 years of experience. Their relationships and experience gives us a unique advantage in helping our clients with this challenging area of their projects.

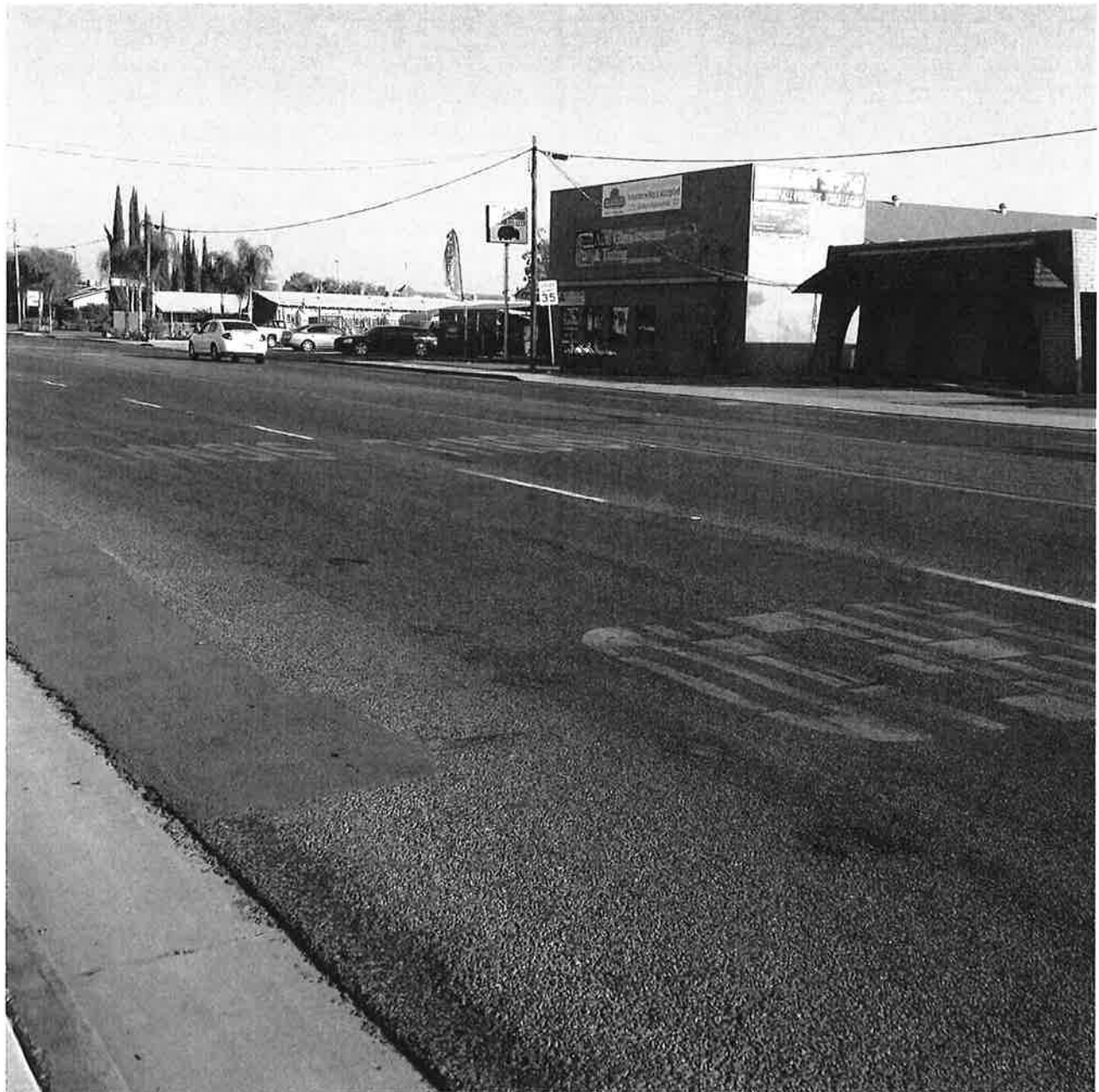
Services include the following:

- Submittals of Improvement Plans to Affected Utility Company(s)
- Preparation of Utility Company Applications and Contract Reviews
- Coordination services for Subdivisions and Commercial Developments
- Joint Trench Composites
- Coordination of Relocations for Road Improvements/Widening Projects
- Coordination of New Power Connections for Well Sites and Lift Stations
- Coordination of On-Site Upgrades with Local Power Companies
- Rule 20A Underground Districts
- Researching Utility Locations for Design and Construction
- Research and Due Diligence Reports – Site Specific
- Coordination of Power Connections for New Streetlights and Traffic Signals



Additional Capabilities

QK also has the capability to provide a number of additional services. Our staff has provided similar services in this manner to many of our clients, working as staff extensions in our client's offices or at any of our office locations. These are briefly outlined on page one of this proposal.



Affirmative Action and Small Business

Affirmative Action

QK has included a copy of our Equal Opportunity Employment Policy as Appendix A.

Small Business and/or Minority or Woman Owned Business

QK has teamed with VRPA Technologies to assist with public outreach activities. VRPA Technologies is a **registered Disadvantaged Business Enterprise (DBE)** under the California Unified Certification Program, certified as a **Women Business Enterprise (WBE)**, qualifying as an **Under-Utilized Disadvantaged Business Enterprise (UDBE)**, and is also a **State of California Small Business/Microbusiness**. For more information on VRPA, please see pages 20 and 21.





CDBG Grant Funded Project Experience

QK has significant experience administering Community Development Block Grant (CDBG) program grants for agencies. By providing services as a contract City Engineer for a number of communities as well as direct contract with agencies, QK is knowledgeable and consistently up to date on CDBG and associated grant regulations. This experience extends to administering and operating public improvement programs. Below is a sampling of previous projects that demonstrate our firm's capabilities.

1 Million Gallon Hydropillar - Dinuba, CA

QK provided civil engineering design services for the construction of a 1 million gallon hydropillar elevated steel water storage tank for the City of Dinuba, largely funded by a **\$1 million grant from the Community Development Block Grant (CDBG) program**. The tank is connected to the distribution system through a 12-inch water main. Design services included a computer simulation of the proposed tank in operation with the existing water distribution system that includes an existing 0.20 million gallon elevated tank. The project design was completed on an accelerated schedule due to the need to complete the project construction in time to provide guaranteed fire suppression water for an adjacent Best Buy distribution facility. QK provided complete labor compliance monitoring services (including employee interviews) as required by the CDBG grant.

500,000 Gallon Water Tank, Phases 1 & 2 — Woodlake, CA.

Largely funded by a grant from the **Community Development Block Grant (CDBG) program**, QK was contracted by the City of Woodlake to provide civil engineering design for the construction of a 500,000 gallon steel water storage tank. The tank was proposed on a hilltop site and design services included computer model analyses to study possible alternative locations to the proposed site as well as final operation simulation for the recommended project. The project design included planning for the phased replacement of an existing tank while maintaining service to the system at all times. Design included the redesign of a steep site access road to improve maintenance accessibility and relocation of an existing private communications tower facility. Security measures (lighting and detection systems) consistent with the City's Water System Vulnerability Assessment were evaluated and included in the final design. QK provided construction services,

including construction surveying, inspection, contract administration, and labor compliance monitoring.

CDBG Sidewalk II Project - Delano, CA

This project involved preparation of construction documents to construct new sidewalk and access ramps for the City of Delano using a **Community Development Block Grant (CDBG)**.

4 Million Gallon Reservoir & Distribution System Improvements — Lindsay, CA.

QK was retained by the City of Lindsay to improve its water storage capacity and water distribution system to accommodate recent and future growth. QK staff completed preliminary engineering design as well as construction management and inspection for this **\$4 million United States Department of Agriculture-funded (USDA) project**. The project included a 4 million steel water reservoir, a 1.5 million gallon/day expansion and upgrade of surface water treatment facilities, an expanded variable speed drive raw water pump station, a parallel 12-inch raw water pipeline, water main replacement, and new 12-inch water distribution main. The water system upgrade included the addition of turbidity monitors on each pressure filter and provision of new filter to waste piping and controls. New controls were also installed for the water treatment plant. Upon project completion, the overall water system pressure increased approximately 10-psi.

CDBG Grant Development & Submission Services - Arvin, CA

QK, in conjunction with Acquisition Partners of American (AP A) is provided the City of Arvin with grant application development and submission services for a total of three CIP projects totaling \$2 million. The grant application included some issues not normally associated with grant application, including a multi-part application and a higher than normal Housing and Community Development requirement for program design/public meetings on site in Arvin.

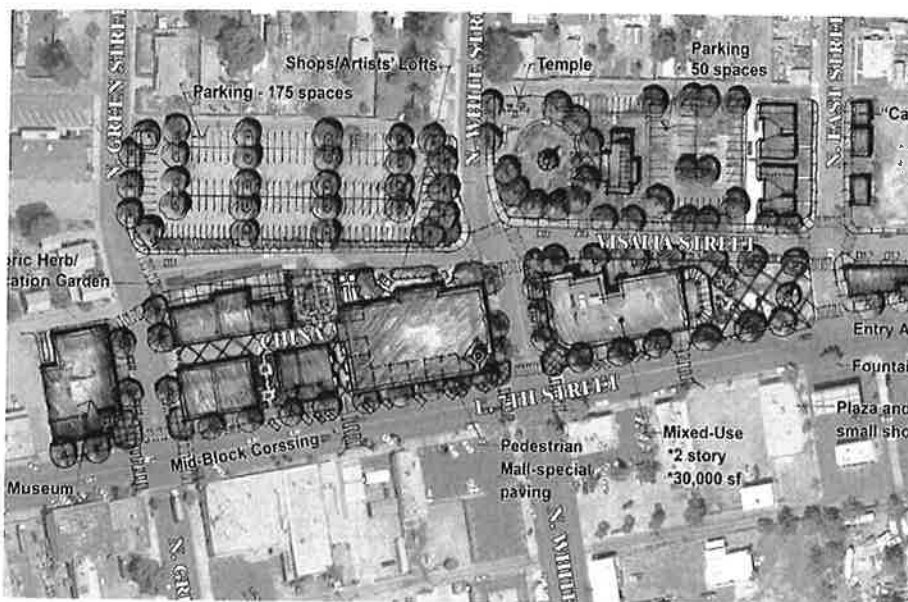
Grant Administration

QK will provide a single source project manager and grant administrator to assist Dinuba in ensuring that both the project and grant administration are completed on time and in accordance with the requirements of the CDBG grant. The Grants Management Manual (GMM) shall be the basis for all reports and record keeping.

Similar Work

Downtown East Precise Plan & Focused EIR

Hanford, CA



Client
City of Hanford

Timeline
2011 - 2013

Services Provided
Land Use Planning
Urban Planning
Environmental Planning
Geographic Information System (GIS)
Project Administration
Public Workshops/Outreach

Contact
Melody Haigh
Community Development
Manager
Ph: (559) 585-2583

Awards:

2014, Planning Award of Merit - Comprehensive Planning; Small Jurisdiction, American Planning Association (APA) - California Chapter, Central Section

The team of QK and Zumwalt-Hansen completed a Precise Plan and Overlay Zoning/Planned Unit Development for a seventeen block, 69-acre area of Hanford's eastern downtown and entrance to the City. The plan included policies and strategies for revitalization, urban design, and associated improvements. The Precise Plan document included zoning for mixed use; permitted land uses; a form based code for frontage types for commercial, mixed use, and residential buildings; development regulations; landscape guidelines; street improvements; traffic calming guidelines; parking policies; technical studies for noise, traffic, cultural resources, and air quality; and a focused EIR.

The project's primary focus is the China Alley Revitalization Plan, which was identified as one of 2011's Most Endangered Historic Places in America by the National Trust for Historic Preservation. As a result, the document included a chapter specifically devoted to China Alley Design Guidelines. The project also included an extensive public outreach component, numerous

Steering Committee and community workshops, a walking audit, and development of new plan submittal and approval policies to attract new development.

In addition, QK developed an implementation matrix that identified a list of Downtown East projects, policies, and strategies, and included responsible parties and a time frame for completion.



China Alley Today



Walnut Street/Bear Mountain Corridor

Arvin, CA



Client

City of Arvin

Timeline

2014 - Present

Services Provided

Site Planning
Land Use Planning
Park Planning
Civil Engineering
Construction Administration and Management
Land Surveying
Landscape Architecture
Grant Administration and Compliance

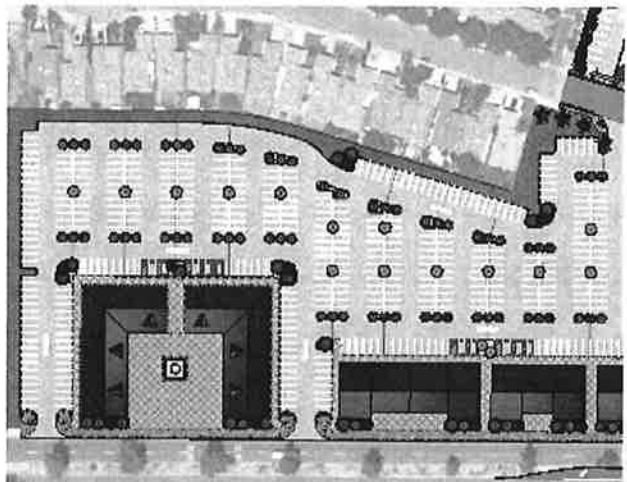
QK partnered with the City of Arvin to plan and design approximately 16 acres along Walnut Avenue and Bear Mountain Boulevard. The area is an extension of the existing civic center area, where the City Hall and the Public Library within 500-feet of the site. QK prepared land use plans and urban designs for the following:

- Garden in the Sun Park: 3.5-acres
- Jewett Square Urban Park: 2.0-acres
- Bear Mountain Boulevard Commercial Corridor: 8.7-acres.
- Walnut Avenue: 1.8 acres

The Bear Mountain Boulevard commercial corridor is planned for 95,000 square feet of mixed use, including ground floor retail and upper level office and/or residential uses. By locating buildings against the street with parking behind the structures, the boulevard is planned to encourage a walkable environment with wide sidewalks, street trees, and window shopping. Jewett Square will become the city's public event space for outdoor concerts, festivals, and fairs. Walnut Avenue is planned to be the city's place for farmers' markets. As of November 2016, Walnut Avenue and Garden in the Sun Park are under construction.

Contact:

Al Noyola
City Manager
Ph: (661) 854-3134



Mooney Boulevard Corridor Zoning Study

Visalia, CA



Client

City of Visalia

Timeline

2015 - 2017

Services Provided

Public Outreach
Zoning Ordinance Update

Contact

Josh McDonnell, AICP
Assistant Director/
City Planner
Ph: (559) 713-4364

The City of Visalia desired to preserve and enhance the Mooney Boulevard Corridor. As a result, the City began a General Plan Update process in 2015 that would review big-picture and long term issues along Mooney Blvd. However, approval of the new General Plan remained approximately two years away. In the interim, a series of short term strategies were needed to generate a more immediate effect, encourage more occupancies, and bring more shoppers to Mooney Blvd.

At the request of the City, QK prepared the Mooney Boulevard Corridor Zoning Study which analyzed and recommended changes to the City's Zoning Ordinance that could be made ahead of the General Plan Update. This would make the establishment of new businesses or expansion of existing ones on Mooney Blvd. easier to accomplish. To do this, the focus was placed upon the City's Zoning Ordinance, which regulates the types of uses that can exist on Mooney Boulevard as well as the standards to which the buildings they occupy are built.

After extensive public outreach, QK recommended specific changes to the text of the Zoning Ordinance. The revisions would meet the City's goal of removing or decreasing existing Zoning requirements that might inhibit positive economic activity. The revisions would

also encourage the establishment of new businesses and/or the expansion of existing ones on Mooney Blvd.

The Visalia City Council wanted to implement these changes quickly, and so the contract with QK was expanded to also include actual Zoning Text Amendment processing through the public hearing process with the Planning Commission and City Council. The recommendations and amendments received strong support from the business community.



Mooney Boulevard



Golden State Corridor Improvements

Fresno County, CA

**Client**

Fresno Council of Governments
(COG)

Timeline

2010 - 2012

Services Provided

Planning
Civil Engineering
Utility Coordination
Land Surveying
Environmental Compliance
Public Outreach/Participation

Contact:

Tony Boren
Executive Director
Ph: (559) 233-4148 ext. 204

QK led a team of design professionals and surveyors in developing a detailed design guideline and preliminary engineering plans to improve an existing roadway section of the old U.S. Highway 99. This 14.2 mile section of the old Golden State Highway lies along the Union Pacific Railroad corridor. The Corridor study, funded by Measure "C" sales tax, connects Kingsburg, Selma, Fowler and unincorporated areas of Fresno County.

The project, which was overseen by the Fresno COG, included the eventual construction of improvements and streetscape enhancements to revitalize the Corridor. Goals were to increase economic development and efficiency of movement in transit; and improving safety for motorists, bicyclists, pedestrians, trucks and emergency vehicles.

The team utilized a number of methods to keep the stakeholders' and the public's goals at the forefront of the design. A multi-layered public outreach approach involved key stakeholder visioning meetings throughout the process and public meetings to display the plan and receive feedback. The stakeholder meetings involved decision makers in each of the three cities, the County, bicycle advocates, and railroad specialists. QK led all of the meetings, provided agendas and minutes, and facilitated the discussions and visioning workshops.

Public meetings were held to introduce the draft plan and solicit feedback. Refreshments and prize raffles were provided to further increase attendance.

The full plan package that QK completed included a topographic survey, an urban design guidelines manual, a 30 percent engineering plans set, a utility report, a pavement rehabilitation report, a cost estimate, and an environmental analysis for CEQA. The completed package enabled Fresno COG to continue to move forward to 100 percent design plans on all or a portion of the Corridor.



Block H Commercial Development

Delano, CA



Client

City of Delano

Timeline

2010 - Present

Services Provided

Planning
Surveying
Civil & Traffic Engineering
Utility Coordination

Project Issues:

Downtown Enhancement
Mixed Uses
Transit/Pedestrian Functionality
Architectural Themes
Railroad Redevelopment
CDBG Funded

Located near downtown, with three blocks of mostly vacant land with available utilities, and a freeway exit directly adjacent to the site makes the Delano El Paseo, or Block H commercial development, a wonderful opportunity for the City.

Two layouts have been proposed for the area: the Crescent Plan and the Plaza Plan. Both plans aimed for urban style development with emphasis on walkability and downtown-style amenities.

In support of the City's goal to promote the development of the Block H Commercial Development, QK is developing an alternative layout that is based on the Plaza Plan and takes advantage of the cost savings of avoiding unnecessary utility and street relocation. The alternative layout would combine the cost saving benefits and construction phasing flexibility of the Plaza Plan with the creativity and strong design concepts of the Crescent Plan.

In addition, QK is working with the City to:

- Evaluate and determine necessary utility relocations,
- Evaluate and recommend potential inclusion of a roundabout(s),

- Prepare a preliminary phasing plan,
- Prepare a preliminary cost estimate for land redevelopment,
- Evaluate and provide options for up to three potential architectural themes, and
- Identify potential grant sources to help pay for design and/or construction.

Contact:

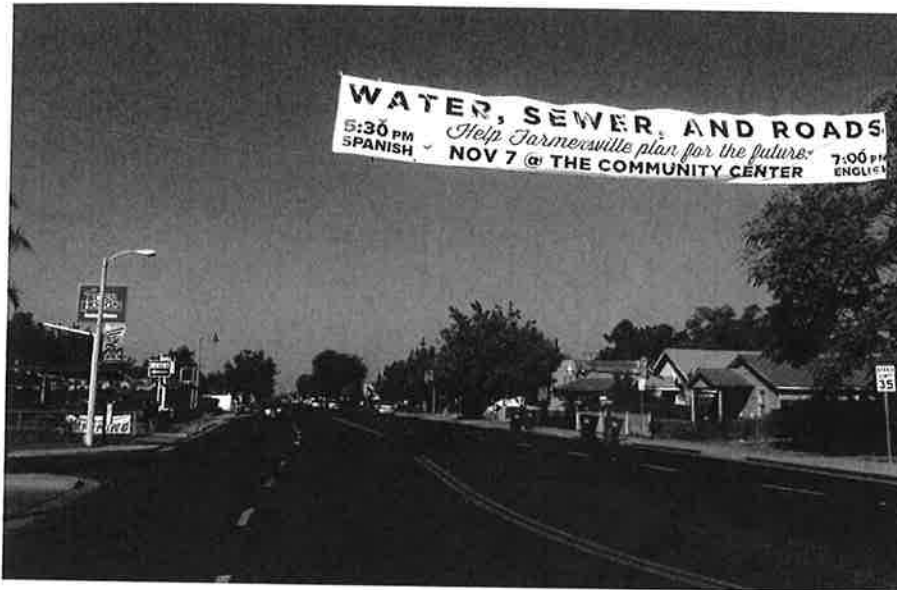
Roman Dowling, PE
Public Works Director/City Engineer
Ph: (661) 720-2219





Comprehensive Infrastructure Master Plan

Farmersville, CA



Client

City of Farmersville

Timeline

2011 - 2012

Services Provided

Land Use Planning
Master Plan Development
Traffic Engineering
CEQA Compliance
Land Surveying/GIS
Public Outreach
Project Administration
Grant Application Assistance

Contact

Mario Krstic
Chief of Police
Ph: (559) 747-1243

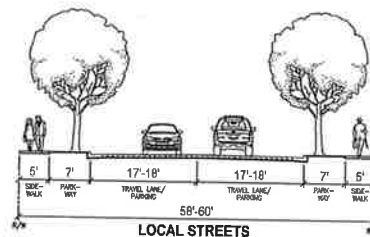
QK prepared a Comprehensive Infrastructure Master Plan (CIMP) for the City of Farmersville. The project was funded by a Sustainable Communities Planning grant received by the City. The CIMP is intended to enable smart growth concepts to be implemented as part of the City's future development, improve public health, and promote self-sustaining economic development.

The CIMP provides guidance for infill development within the Farmersville Urban Area Boundary (UAB), while limiting the pressure for development on the valuable farm land outside of the UAB. The CIMP includes traffic circulation improvements, an addition of bicycle and pedestrian facilities, and water, wastewater, and storm drainage facilities.

QK provided public outreach for the project, which included meetings with City Administrators and Department of Public Works staff, developing meeting notices, and conducting town hall meetings with public and private stakeholders, for both English and Spanish speaking residents. Additionally, QK reviewed the potential grant funding with the City to possibly offset implementation costs of proposed infrastructure improvements.

The project area included not only developed areas of the

City but also a large area along State Route 198 that could support commercial development (with installation of the infrastructure described in the CIMP). The Plan also included extending wet utilities to an unincorporated, economically disadvantaged community outside the City limits.



Public Outreach Meeting

Project Understanding and Approach

Project Understanding

The "East El Monte Way Economic Vitality and Community Sustainability Plan" (Plan) is a request by the City of Dinuba for a qualified firm to develop a focused and innovative land use plan that will supplement the City's General Plan. The City of Dinuba is a charming Central Valley community of tree-lined residential streets and a compact historic downtown with a 2016 population of 21,453. Many of the residents are employed in agriculture-related businesses, from farmworkers to farm equipment sales and service, to packing plants and trucking. The largest employer is Ruiz Food Products, followed by the Dinuba Unified School District, and retail sales and distribution. Although the City has a relatively diverse economy, it suffers from high unemployment and low paying jobs. In 2013, the median income of Dinuba residents was \$39,328, which was only 68 percent of the County of Tulare's median income. One objective of the Plan is to encourage commercial development and support small businesses within the Plan boundaries in accordance with CDBG grant funding requirements. This will be accomplished by identifying land use, housing, transportation, and economic development strategies with the support of City staff and governance, stakeholders, and the public. The Plan will include policies and recommendations for zoning amendments that will guide the land use in the Plan area in the future, while being consistent with the General Plan. Per the CDBG guidelines, the City will incorporate information on job creation, especially regarding how the Plan will facilitate job creation, and services that could be provided to residents, financial feasibility.

The Plan area limits lie between Road 92 and Crawford Avenue (Road 88), and along both the north and south sides of East El Monte Avenue. Much of the land on both sides of East El Monte Avenue is farmland, orchards or vacant property. There is a McDonalds, a partially vacant shopping center, and auto supply and glass stores at the intersection of Crawford Avenue and El Monte Avenue, with another shopping center between Randel Road and Road 92, and agricultural lands on the north side of El Monte Avenue closer to Road 92. The current General Plan indicates future community commercial, single family residential land uses, and an Industrial Reserve area at the 10-Year Growth Boundary to the east of the Plan area. The Industrial Reserve is not in the Plan area limits but it may be important to note this in the study. El Monte Avenue at Road 96, east of the Plan area is considered a Gateway to the City, and could become a

focal point for the visitors and residents coming from that direction. An Urban Reserve is identified east of Road 96 up to approximately a line at Road 100. The Land Use Strategic Plan will identify land use, housing, transportation opportunities (vehicular, transit, bicycle, and pedestrian) It will include other possible strategies that will "re-conceptualize," attract users and residents, improve economic vitality, and successfully move people to, from and within this approximately 240-acre area in east Dinuba.

The City has selected a consultant to develop a retail recruitment study/plan for the area that will assist the QK team with developing a sustainable land use plan and revitalize this area of east Dinuba. QK will work closely with this consultant and the City staff and public to develop a thorough understanding of the potential and realistic opportunities that arise from this retail study, and how they will influence the land development strategies.

The land use plan will also be developed with input from the local community. Our approach to public outreach can include numerous visioning tools including PowerPoint, Turning Point Technology, exhibit boards, voting dots (also known as "dot-mocracy"), break-out groups, open discussion, surveys and questionnaires, etc. We can also offer Internet surveys as a possible option. Clear, concise, crisp, easy-to-understand graphics will also be needed to help the community conceptualize proposed development plans. Our team of planners can sketch or create computer graphics that will help explain an idea or concept. Hand sketches are not a lost art to our team of planners. "Vignettes" of key feature areas will be a possible sub-task that will benefit the community from our "planning artists." The population of Dinuba is approximately 84 percent Latino. QK has in-house translators available, which could prove vital to local input from the residents and businesses of Dinuba.

Once land use (data) scenarios and alternative land use, open space, and circulation plans are presented and studied, the community and the key stakeholders will have the opportunity to make a preferred and educated selection. QK will refine the preferred plan and begin the process of creating a Master Development Plan and report document. The report will include parcel plans, utility needs, proposed land uses, and key area vignettes. Meeting with the City staff is necessary to get their input, comments, and buy-in on all proposed plans, land use data scenarios, and contents/agendas of each outreach meeting including the presentation to the City Council. We are confident that our team will create a realistic final plan and document based on community and stakeholder input, input from City staff, and the retail recruitment plan that the City can be proud of.



Project Approach

Land Use Strategic Plan for the East El Monte Economic Vitality and Community Sustainability Plan.

Task A: Project Management & Grant Administration

Project Management: QK understands the critical role that the project manager plays in ensuring client success. The project managers and all staff utilize the Deltek Vision system. This system is the main tool that is used to manage each project effectively. The steps include project planning, reports, monitoring, billing, and correspondence- **all in real time**. With the information provided by this critical tool, the project manager can monitor the scope, schedule, budget and critical corresponding funding requirements. What this means for Dinuba is when you need information; we can provide it- accurately and timely. This tool allows QK the ultimate ability to be **flexible and responsive**.

For this project, your designated project manager is well versed in technical aspects of both the project management and grant administration specific to this project. Additionally, all QK project managers follow a detailed schedule to monitor each project. This basic schedule includes, but is not limited to the following:

- Weekly Reports: Project summary, deliverables, and schedule
- Bi-weekly Reports: Accounts Receivable
- Monthly Reports: Invoices and Client Updates

Grant Administration: Based on understanding of the RFP, QK will **act as the liaison** between Dinuba and State of California staff to obtain official direction or discuss any special considerations throughout the course of the project. Additionally, QK will **guide and provide necessary technical assistance** to Dinuba staff from project beginning through final close-out documentation and preparation for CDBG monitoring audit after completion of grant.

QK will **provide monthly reports** to Dinuba to report on the progress and performance in relation to the activity budget and schedule milestones included in Dinuba's State Grant Agreement or HCD approved amendments. These reports will include **providing documentation of conformance with Federal and California State regulations**.

QK fully understands that **records are of critical importance** to both Dinuba and the California State CDBG regulators. The process of records begins with the complete process known and the end in mind. In

preparation for the CDBG audit, all correspondence, email and letters relating to the project is kept. In addition, to comply with State law, all records are kept for five years after closeout of the grant. These records include all pertinent records and documents sufficient to reflect all charges submitted. QK will be available to assist Dinuba during the CDBG monitoring that is scheduled by the State in the 18th month of grant.

In order to fully comply with the regulations of the CDBG grant and Grants Management Manual (GMM), QK will provide the following:

- **CDBG Records System:** QK will ensure complete and organized files, including public information in compliance with the GMM Chapter 7, Part II B.
- **HCD Reports:** QK will assist Dinuba with all reports in compliance with GMM, Chapter 10. The following reports shall be included:
 - **Funds Requests** quarterly in accordance with most recent updates (January 30, 2009) to Chapter 9 of GMM.
 - **Financial and Accomplishment Reports** (FARs) semi-annually and at close-out according to the GMM.
 - **Close-out Certification Form**
 - **Wage Compliance Reports** due semi-annually in April and October and final due within 30 days after construction completed.
 - **Program Income Reports** due quarterly by January 31, April 30, October 31, and annually by August 15.
 - **Grantee Performance Report.** QK will assist Dinuba with obtaining the Board of Supervisors approval performed at a public hearing that is required prior to submittal.
 - **Section Three Annual Report**
- **Program Amendments.** Dinuba may have additional projects or line items in the grant. CDBG rules state that any grant budget adjustment with a variance of 10% or more will require an amendment. If necessary, QK will assist Dinuba with preparing the amendment and required process which includes obtaining the Board of Supervisors approval at a public hearing.

Task B: Base Data

1. Attend one project kick-off meeting with City staff. Identify points of contact, information

needed from City, updates to project schedule, and updates/revisions to the project approach/scope of work, if any.

2. Prepare AutoCAD or GIS base map of study area using information provided by the City.
3. Research planning documents, utility master plans, and current and proposed development plans.
4. Integrate research information into base map.
5. Review CDBG Block Grant requirements.
6. Review Economic Analysis/Retail Recruitment Study Plan.

Deliverables

- List of project needs
- Contact information
- Revised schedule
- Revised scope of work
- AutoCAD or GIS base map of the study area
- List of policies that impact the study area

Task C: Opportunities and Constraints Analysis & Outline Potential Development Scenarios

1. Prepare Opportunities & Constraints graphic exhibit using base map and information gathered and synthesized from Task A.
2. Utilize information identified in the economic analysis to prepare up to 3 proposed land use data (table) scenarios.

Deliverables

- Ops & Cons graphic exhibit
- Up to three (3) land use data scenarios in Xcel format

Task D: Staff Review Meetings

1. Meet with City Staff to present and discuss land use data development scenarios (one meeting).
2. Prepare summary meeting notes from Staff comments.
3. Revise and refine land use data scenarios as requested by Staff. The scenarios will be used as the basis to prepare the concept plan alternatives identified in Task D.

Deliverables

- Summary meeting notes
- Up to three (3) revised land use data scenarios (Excel format)

Task E: Conceptual Plan Alternatives

1. Prepare up to three conceptual land use, circulation, and open space plans based on the land use development scenarios identified in Task C. Conceptual plans will be color rendered on tracing paper and suitable for presentation purposes. Note: Plans may include transportation options such as primary pedestrian circulation, bikeways, transit stops, and vehicular circulation (roadways and key access points).
2. Meet with City Staff to present and discuss scenarios with staff for input (one meeting).
3. Prepare summary meeting notes.
4. Revise and refine scenarios as requested.
5. Prepare graphic exhibit of key feature areas (minimum of one per scenario).

Deliverables:

- Up to (3) three conceptual land use, circulation, and open space plans
- Up to three (3) revised land use data scenarios (Excel format)
- Summary meeting notes
- Up to (3) three revised conceptual land use, circulation, and open space plans
- Key feature area sketch or graphic exhibit (minimum of one per scenario)

Task F: Two Public Input Meetings

1. Using PowerPoint, prepare for and conduct one general public meeting. The public meeting may include open discussion, TurningPoint technology survey (handheld response key pads), and/or questionnaires. The presentation/meeting information will include, but not be limited to, the following:
 - a. Meeting agenda
 - b. Project schedule
 - c. City determined project goals and objectives



- d. Consistency with General Plan policies, specific plan policies, and development standards
 - e. Ops and Cons exhibit
 - f. Up to (3) three land use, circulation, and open space conceptual development plans
 - g. Key feature area sketch or graphic exhibit (one per scenario)
 - h. Transportation options including pedestrian circulation, bikeways, transit stops, vehicular circulation (roadways and key access points)
 - i. Other graphic information that may be needed for presentation purposes or to explain an idea
 - j. Key features/vignettes of key areas and attributes/benefits associated with each plan. **Note:** Vignettes may include building massing, parking, plazas, parks, and open space, circulation, etc
2. Prepare meeting summary notes.
 3. Using presentation materials from the general public input meeting, prepare for and conduct one key stakeholders' meeting. **Note:** Presentation is likely to include a summary of the comments from the general public meeting. Open discussion, Turning Point, and surveys/questionnaires may be used.
 4. Prepare meeting summary notes.
 5. Summarize the amendments or modifications that may be needed to the City's policies and plans and the most expeditious method for making these changes, if any.

Note: City shall be responsible for noticing the public meetings.

Deliverables:

- PowerPoint presentation (with Turning Point if desired)
- Questionnaires
- Summary meeting notes from each meeting
- Summary of amendments or modifications needed to the City's policies and plans

Task G: Preferred Development Scenario

1. Discuss comments from both meetings identified in Task E with City Staff.

2. Based on input from City Staff and comments from both meetings identified in Task E, refine one preferred land use, circulation, and open space concept plan.
3. Prepare one land use data table for the preferred plan.

Deliverables:

- Summary meeting notes
- One refined and preferred land use, circulation, and open space concept plan
- Land use data table based on the preferred and refined plan

Task H: Master Development Plan

1. Identify Land Uses, Parcelization, and Existing and Proposed Utilities. Proposed utility requirements shall be based on engineering and planning standards.
2. Prepare administrative draft Master Development Plan Report. Contents of Report shall include the following:
 - a. Executive Summary
 - b. Chapter 1: Project Purpose, Goals and Objectives, and Planning Process
 - c. Chapter 2: Existing Conditions, Opportunities and Constraints
 - d. Chapter 3: Proposed Master Development Plan
 - i. Section 3.1 Land Use Plan
 - ii. Section 3.2 Conceptual Parcelization Plan
 - iii. Section 3.3 Conceptual Utility Requirements
 - iv. Section 3.4 Conceptual Site Plan Vignettes of Key Areas
 - e. Appendices
 - v. Appendix 1: Conceptual Development Plan Alternatives
 - vi. Appendix 2: Summary of Public Input
3. Submit administrative draft report to City Staff for review.
4. Revise as requested by City Staff comments.
5. Submit final draft report to City for City Council approval.

Deliverables:

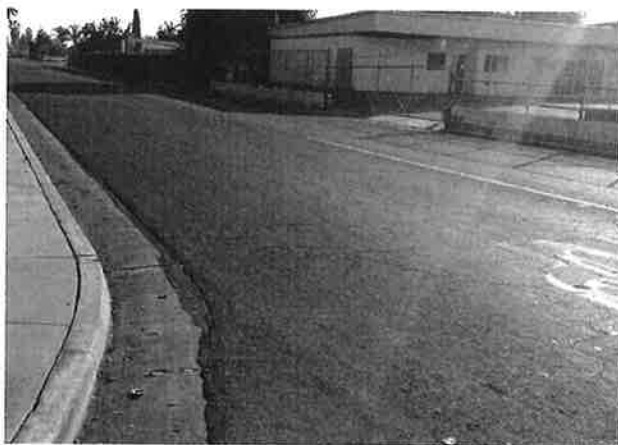
- *Administrative draft Master Development Plan with the following information: land uses, parcelization, and existing and proposed utilities (one hard copy, one digital copy)*
- *Final draft Master Development Plan report (one hard copy, one digital copy)*

Task I: City Council Presentation

1. *Prepare and conduct one PowerPoint presentation to City Council. Presentation to include summary of project approach, background and methodology used to arrive at the preferred land use development plan scenario, benefits and advantages of the preferred plan, and how the scenario will contribute to the economic revitalization of the study area and the community sustainability.*
2. *Submit Final Master Development Plan.*

Deliverables:

- *PowerPoint presentation*
- *Final Master Development Plan report (one hard copy, one digital copy)*





Schedule and Fee

Proposed Schedule

Community Development Block Grant Land Use Strategic Plan Timeline for Completion															
Prepared November 8, 2016															
Task No.	Scope of Work Task	2017													
		D	J	F	M	A	M	J	J	A	S	O	N		
	Notice to Proceed/Kick off - December 9th*	9													
A	Project Management & Grant Administration														
B	Base Data														
C	Ops & Cons/Outline Development Scenarios														
D	Staff Review Meeting				23		20	13				19			
E	Conceptual Plan Alternatives														
F	Public Input						24	6							
G	Preferred Development Plan														
H	Master Development Plan														
I	City Council Presentation												1		
	Submit Final Plan - November 19, 2017													19	

Start Date	
Duration of Task	
Meeting Dates	
End Date	

*Assumed date; QK can begin sooner
Note: Number in the box indicates possible date for meeting

Fee Breakdown

Community Development Block Grant Land Use Strategic Plan Proposed Costs												
		Quad Knopf Labor										
		Project Manager	Planning & Urban Design	Planning & GIS	Planning & Graphics	Streets and Traffic	Wet Utilities	Dry Utilities	Project Admin.	Subs	Expenses	
Task	Scope of Work Task	Brandt Hours @ \$157	Ratajski Hours @ \$157	Keene Hours @ \$142	Perea Hours @ \$97	Wallis-Dutra Hours @ \$180	Mello Hours @ \$156	Inglehart Hours @ \$148	Staff Hours @ \$88	Sub-consultant VRPA	Other Expenses	SUBTOTAL
A	Base Data & Kick Off Meeting	5	10	16	12	4	4	4	4			\$8,154
B	Opportunities and Constraints Analysis & Outline Potential Development Scenarios	5	10	16	12	2	2	2			\$75	\$8,154
C	Staff Review Meetings	7	8								\$200	\$6,759
D	Conceptual Plan Alternatives	2	10	12	12							\$2,555
E	Two Public Input Meetings	2	16	10	8							\$4,752
F	Preferred Development Scenarios	2	8	8	6	2	2	2		\$6,500	\$150	\$11,672
G	Master Development Plan	5	20	8	6	8	8	8	5			\$4,256
H	City Council Presentation	2	4	4	2							\$9,955
	Total Cost	\$4,710	\$13,502	\$10,508	\$5,626	\$2,880	\$2,496	\$2,368	\$792	\$6,500	\$150	\$18,854
	Total Hours	30	86	74	58	16	16	16	9		\$575	\$49,957
												296

Period of Project Inactivity or Delay

We understand that project delays can occur due to unforeseen circumstances. Extensive delays that may require that tasks, schedules, or costs be adjusted will be discussed with the City of Dinuba staff before the project is reactivated. At this time, we estimate that additional time or personnel and/or overhead costs associated with periods of project inactivity or delay to be \$1,000 - \$1,500, and may include revising data, public outreach efforts, and revisions to the Master Development Plan.



Fee Schedule



2016 Charge Rate Schedule	
Technical Services	
Project Assistant	\$66 /hour
Project Administrator	\$88 /hour
Assistant CADD Technician/Designer /GIS Technician	\$83 /hour
Associate CADD Technician/Designer /GIS Technician	\$97 /hour
Senior Associate CADD Technician/Designer/ GIS Analyst	\$112 /hour
Senior CADD Technician/Designer /GIS Analyst	\$127 /hour
Professional Services	
Engineering	
Assistant Engineer	\$110 /hour
Associate Engineer	\$133 /hour
Senior Associate Engineer	\$156 /hour
Senior Engineer	\$180 /hour
Principal Engineer	\$199 /hour
Planning/Environmental/Landscape Architecture	
Assistant Planner/Environmental Scientist	\$77 /hour
Associate Planner/Environmental Scientist	\$97 /hour
Senior Associate Planner/Environmental Scientist	\$121 /hour
Senior Planner/Environmental Scientist/Landscape Architect	\$142 /hour
Principal Planner/Environmental Scientist	\$157 /hour
Senior Principal Planner/Environmental Scientist	\$187 /hour
Construction and Project Management	
Field Construction Observer	\$99 /hour
Associate Field Construction Observer	\$118 /hour
Senior Field Construction Observer	\$138 /hour
Assistant Construction Manager	\$110 /hour
Associate Construction Manager	\$129 /hour
Project Manager	\$133 /hour
Senior Associate Construction/Project Manager	\$148 /hour
Senior Construction/Project Manager	\$165 /hour
Principal Project Manager	\$180 /hour
Surveying	
Assistant Surveyor	\$97 /hour
Associate Surveyor	\$110 /hour
Senior Associate Surveyor	\$133 /hour
Senior Surveyor	\$156 /hour
One-Person Survey Crew	\$121 /hour
Two-Person Survey Crew	\$198 /hour
Three-Person Survey Crew	\$240 /hour

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

Expenses:

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

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

Key Personnel and Organizational Chart

As prime for this proposal, QK has hand-selected a team of competent and experienced planning and technical practitioners that will develop legally-defensible documents on time and on budget. Resumes for the following QK team members have been included as Appendix B.

QK Inc.



Amber Adams
**Principal in Charge/
CDBG Grant Administration**

- Vice President of Business and Operations/ Bakersfield Branch Manager
- 25 years professional experience
- Former City of Fresno Public Works Manager/ Finance Manager
- Responsible for the multiple funding source \$100+ Million Capital Budget
- B.S. Business Administration, University of Phoenix

Ms. Adams will be the Dinuba's principal in Charge to oversee the CDBG grant adherence, resource allocation and quality performance of the team. She will also use her public works background to assist Dinuba with general administration of the grant program and public presentations as they are required.

Ms. Adams is an experienced management professional who specializes in client coordination, business operations, finance and project delivery for multi-disciplined and complex projects. She serves as the VP for Operations and Business for QK's offices and has over 25 years of professional experience overall. Ms. Adams applies her financial regulatory knowledge to all aspects of project delivery and excels at working with Clients to clearly define objectives and prepare scope and contracts to help agencies, firms, and individuals within the public works and planning community to ensure the successful implementation for their projects and programs.



Steve Brandt, AICP, LEED AP
Project Manager

- Certified Planner, American Institute of Certified Planners (AICP)
- Leadership in Energy and Environmental Design Accredited Professional (LEED AP)
- BA, Marketing/Management, Fresno Pacific University

Mr. Brandt will serve as Project Manager for the project. He will be responsible for completion and delivery of the final master plan documents and all other tasks listed in the scope of work on time and within budget. Mr. Brandt will provide public outreach facilitation, team coordination, will attend meetings with City staff, and will be the primary contact with the City staff.

Mr. Brandt is an experienced planning professional who takes a strong analytical approach to projects to keep them moving forward. Steve has managed planning projects from concept to completion, which gives him the experience to view challenges comprehensively and anticipate the real world results of his proposed plans, policies, and designs. Prior to joining QK, Steve served in current and advance planning functions with the City of Visalia, ultimately being appointed Planning Manager of the Planning Division.



Lisa Wallis-Dutra, PE, TE, PTOE
Senior Engineer

- Professional Civil Engineer, State of California, No. 71262
- Professional Traffic Engineer, State of California, No. TR 1888
- Professional Traffic Operations Engineer (PTOE)
- BS, Electrical Engineering, University of the Pacific



Ms. Wallis-Dutra will serve as Lead Transportation Planner and assist the team with developing transit, vehicular, bicycle, and pedestrian access to, from, and in the study area.

Ms. Wallis-Dutra has more than 28 years of experience in traffic engineering design, operations, analyses, and management in both the public and private sectors. She has extensive experience in traffic engineering design, as well as project management experience to ensure successful completion of clients' projects. She specializes in traffic signal design, signing, pavement delineation, bicycle and pedestrian facilities, traffic control during construction, and traffic safety. Ms. Wallis-Dutra possesses an exceptional record of producing quality work while meeting budgets and schedules on multiple concurrent projects. She works equally well with both public and private sector clients, as well as special interest community groups, to reach consensus on projects.

Recently, she successfully managed a number of street improvement and traffic signal projects in the City of Visalia, including at Shirk Street/Hurley Avenue, Ben Maddox Way/Douglas Avenue, Center Avenue/Hall Street, and Houston Avenue/Mooney Boulevard. Ms. Wallis-Dutra currently serves as the City Engineer for the Cities of Exeter and Farmersville and the Assistant City Engineer for the City of Woodlake. Currently, Ms. Wallis-Dutra is working with Mike Ratajski and Steve Brandt on developing the City of Visalia ATP, and they completed the City of Hanford Pedestrian and Bicycle Plan in March of 2016.



Michael Ratajski
Planning Support/Community Outreach

- BLA (Bachelor of Landscape Architecture - Planning emphasis), Michigan State University

Mr. Ratajski will provide in-house expertise on land use planning and urban design, policy development, public outreach, and will be the second point of contact with the City staff when Mr. Brandt is unavailable.

Mr. Ratajski has more than 35 years' professional planning experience and has performed work and planned and managed projects in the Central Valley for

nearly 15 years. Mr. Ratajski has led or assisted with planning efforts on corridor studies; land use master plans; mixed-use and transit-oriented development; low-, mid-, and high-density residential projects; specific plans; general plans and zoning codes; redevelopment; urban infill; "green/sustainable" development; and urban design. He has worked with both public agencies and private developers and builders.

His public engagement expertise includes workshops, walking tours and bus tours, design charrettes, presentations, community education, surveys, and consensus building techniques. Mr. Ratajski was the project manager and principal planner for the Hanford Downtown East Precise Plan (DEPP). Mr. Ratajski comes from a background of developing similar land use studies throughout the United States including the East Coast, Texas, and the Phoenix, Arizona area. He is currently working on the City of Hanford's General Plan Update and Zoning Ordinance Update, and station area planning studies for sixteen cities in Kings and Tulare Counties for the Cross Valley Rail Corridor. He completed the (historic) Broadway Vision Corridor planning study for the City of Sacramento with a team of architects and planners in 2014.



Monique Mello, PE
Project Engineer

- Professional Civil Engineer, State of California, No. 74523
- CASQA certified Qualified SWPPP Developer and Qualified SWPPP Practitioner, No. 22554
- BS, Civil Engineering, California State University, Fresno

Ms. Mello will serve as Project Engineer and will be responsible for the preliminary engineering and cost estimates.

Ms. Mello has provided considerable management and design to a variety of public works projects from the master plan stage through construction. Her professional design experience ranges from residential subdivision development to municipal infrastructure design. Ms. Mello has experience working with the **City of Dinuba** as contract engineer. Ms. Mello has also served as the Project Engineer for several City of

Visalia street improvement and traffic signal projects, including at Shirk Street/Hurley Avenue, Ben Maddox Way/Douglas Avenue, Center Avenue/Hall Street, and Houston Avenue/Mooney Boulevard. Ms. Mello is also currently serving as the City Engineer for the City of Woodlake and the Assistant City Engineer for the City of Exeter.



Meredith Inglehart
Utility Coordinator

- AS, Business Administration, College of the Sequoias, Visalia

Ms. Inglehart will be responsible for utility research and evaluation.

As Utility Project Coordinator, Ms. Inglehart is responsible for coordinating utility services for large projects such as subdivision, commercial, public works, and industrial developments, many of which have required extensive relocations. With 39 years of combined utility and agency coordination experience, Ms. Inglehart has a comprehensive knowledge of the necessary details involved in the research, evaluation, planning, and orchestration of those services in a timely and efficient manner. She also has experience coordinating projects with Union Pacific Railroad, PG&E, and SCE.



Annalisa Perea, LEED AP-ND
Associate Planner

- Leadership in Energy and Environmental Design Accredited Professional (LEED AP), Specialty Path: Neighborhood Development
- BS, City and Regional Planning, California Polytechnic State University, San Luis Obispo
- Architecture & Urbanism Study Abroad, Universidade Federal do Rio de Janeiro, Brazil

On this project, Ms. Perea will assist with public involvement, graphics, and environmental compliance issues.

Ms. Perea brings expertise in community design and planning, where she provides a comprehensive and interdisciplinary approach to design that makes her versatile and diverse in her skills. Ms. Perea is very familiar with the City of Dinuba staff, general plan, zoning, and the El Monte corridor having been a **contract planner with the City in 2015.**



Jerome Keene
Planning Assistance

- MS, Community Development, University of Nebraska, Lincoln
- BA, Geography, California State University, Fresno

Mr. Keene will assist in the preparation of GIS analysis and exhibits for the project.

Mr. Keene has reviewed a number of large development projects, while also overseeing CEQA and General Plan compliance for various public agencies. His experience includes the review of Master Plans and General Plans to ensure that individual project plans remain consistent with the intent of overarching Plans. He is highly skilled in GIS services and has worked on several projects with the team members, Mr. Brandt, Mr. Ratajski, and Ms. Wallis-Dutra.



VRPA Technologies, Inc. (DBE/WBE)

VRPA Technologies, Inc. uniquely combines engineering expertise and professionalism with creative thinking and innovative problem solving. The result is an extraordinary transportation engineering and planning firm that possesses the essential expertise as well as the ability to look across disciplinary boundaries for solutions others may overlook. This innovative



approach is evident by the expanse of services available to VRPA Technologies diverse clientele, which includes both the public and private sectors consisting of state governments, regional agencies, counties and cities, as well as private planning/engineering firms. Each client receives what VRPA Technologies is known for...on time, on target, on budget professional service.

VRPA Technologies, Inc. offers comprehensive consulting services throughout the State of California, other Western States, and the East Coast. Specialized fields of service include transportation planning/modeling, circulation and traffic engineering analysis, transportation demand and systems management, infrastructure financial planning, Intelligent Transportation Systems (ITS) planning and integration, as well as mass transportation, bicycle, non-motorized, and aviation planning and design. Furthermore, VRPA Technologies, Inc. has extensive experience in public outreach, land use modeling, regional housing needs assessment, environmental analysis, and air quality and noise planning and modeling. VRPA has been very successful with development of complicated and controversial transportation projects because we also handle the public outreach components for those same projects with well-seasoned staff from around the State.

VRPA Technologies is a **registered Disadvantaged Business Enterprise (DBE)** under the California Unified Certification Program, certified as a **Women Business Enterprise (WBE)**, qualifying as an **Under-Utilized Disadvantaged Business Enterprise (UDBE)**, and is also a **State of California Small Business/Microbusiness**.

Georgiana Vivian President

- Master's Program – Urban and Regional Planning, California State University, Fresno
- BA, Special Major, Urban and Regional Planning, California State University, Fresno

Ms. Vivian will serve as VRPA's Responsible Officer and will assume management responsibility for public outreach.

Ms. Vivian has acquired over 43 years of transportation planning and public outreach experience on projects in the San Joaquin Valley, other parts of California, the Western United States, and along the East Coast. She has designed, directed and/or actively participated in a wide range of transportation, urban land use, and environmental outreach projects specifically focused on regional transportation planning and engineering activities. These activities have covered a wide range of public engagement and outreach, engineering, and transportation planning projects including regional

and local transportation plans, and associated environmental documents, Interstate highway planning and projects, aviation projects, congestion management programs, travel forecast models, sales tax measure financing plans, bus rapid transit studies, rail feasibility assessments, the California High Speed Train Regional Outreach Program (addressing outreach and engagement efforts between Fresno and Palmdale), as well as Smart Growth and urban and rural land use planning programs and projects.

Ms. Vivian is recognized as a leading regional transportation planning and public outreach specialist and has managed numerous successful regional planning and public engagement efforts ranging from small to large projects. VRPA Technologies, led by Ms. Vivian, is one of few firms that plan, design, and conduct public engagement efforts in addition to offering full service transportation planning and engineering services. Ms. Vivian found VRPA Technologies in 1988 following her 10-year employment as a Regional Transportation Planner with the Fresno Council of Governments (Fresno COG). Prior experience includes 6 years with Fresno County Development Services Division and the City of Fresno Planning Department.

Dena Graham Research Specialist

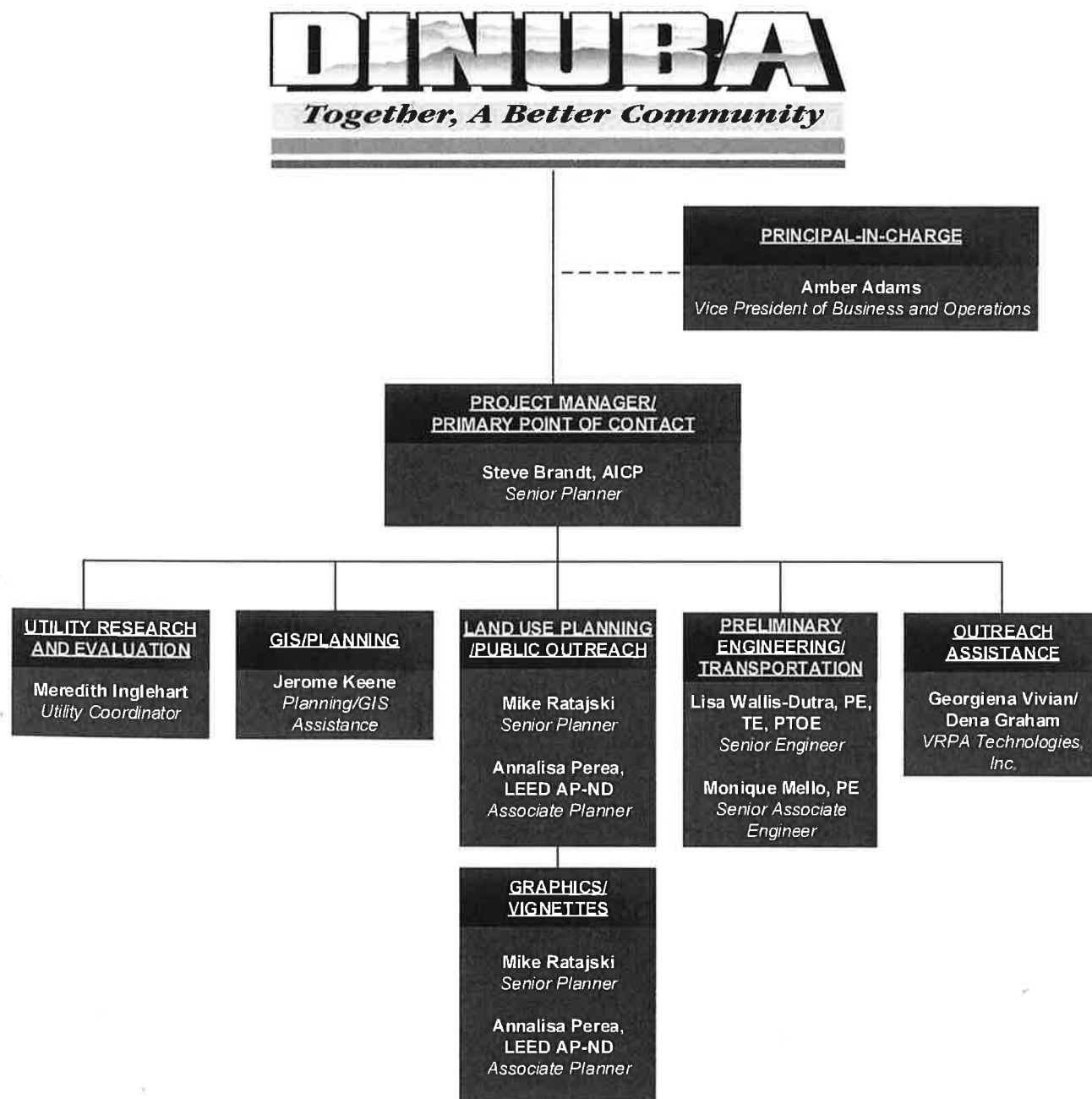
- San Diego State University, 1991, Bachelor of Science – Business Administration, Marketing
- Palomar College, San Marcos, CA 1989, Associate of Arts, Business Administration, Accounting

Ms. Graham will assist with public outreach meetings.

Ms. Graham brings over twenty years of team-based experience to the table supporting VRPA's partner approach to doing business. Prior to joining VRPA, she coordinated with the project manager on a multi-million dollar freeway contract, supported a small construction company with subcontract administration, and was a member of the Outback Steakhouse team opening new locations in Northern California.

Organizational Chart

The following organizational chart provides a snapshot of the team.





Knowledge of Dinuba

City of Dinuba Contract Planning Services 2009 - 2016

QK provided on-site contract planning services to the City of Dinuba. Reviewed preliminary plans and site plans; Prepared Directors Review Permits, staff reports, conditions of approval for proposed construction, remodeling, and other projects; Prepared environmental documentation for project compliancy with CEQA; Conducted research requests; Assisted public at the counter with zoning and project entitlement inquiries; Represented the Planning Department at public hearings.

Dinuba 2026 General Plan Update & EIR

QK completed an update to the City of Dinuba's General Plan that spans the 20-year period from 2006 to 2026. Based on the information gathered during public visioning workshops, the residents cherished the "small town" character of the City, but found commercial and recreational opportunities in the area to be limited. With that knowledge, the planning team developed an updated Plan that included, modified land use controls that will focus on economic development. This effort will help the City to capture lost sales tax revenue previously generated by Dinuba residents shopping outside of the City and increase employment and housing opportunities.

QK facilitated several public workshops and meetings, and coordinated with other agencies and a seven-member steering committee to help develop a plan for the City that accommodates the goals and objectives of the 34,000+ population projected by the year 2026.

The team developed and analyzed alternative plans and strategies, identified facility needs for 5, 10 and 20-year thresholds, tested each alternative plan with the community before sending it to the public agencies, and secured the input of the steering committee, Planning Commission and City Council to develop a preferred plan for approval.

The General Plan and EIR were adopted by the City Council in September 2009.

City of Dinuba Municipal Service Review

The City of Dinuba contracted with QK to prepare a Municipal Service Review and Sphere of Influence request for LAFCo review. The MSR followed a comprehensive update to the Dinuba General Plan, also prepared by QK, that expanded its urban growth boundary and recommended a corresponding revision to LAFCo's sphere of influence for Dinuba. QK utilized the information obtained during the General Plan Update process, as well as other City plans and budgets to develop a draft MSR. QK worked with Tulare County LAFCo during the preparation of the draft document to ensure compliance with LAFCo's requirements. An administrative draft was informally submitted to LAFCo for staff comment. Those comments were then incorporated into the document. The formal approval process is currently awaiting negotiations between the City and Tulare County over the urban boundary.

The MSR encompasses water service, wastewater service, parks and recreation, law enforcement, fire protection, and general government. The MSR focuses on the expanded services that will be needed within the City-adopted Urban Growth Boundary.

This project was part of the overall budget for Dinuba's General Plan Update. Although there have been some delays not related to the preparation of the document, the project has stayed on budget. QK uses its Deltek project management and accounting system to keep track of time and expenses, and to plan for subtasks within the project.

2015 – 2023 Dinuba Housing Element Update

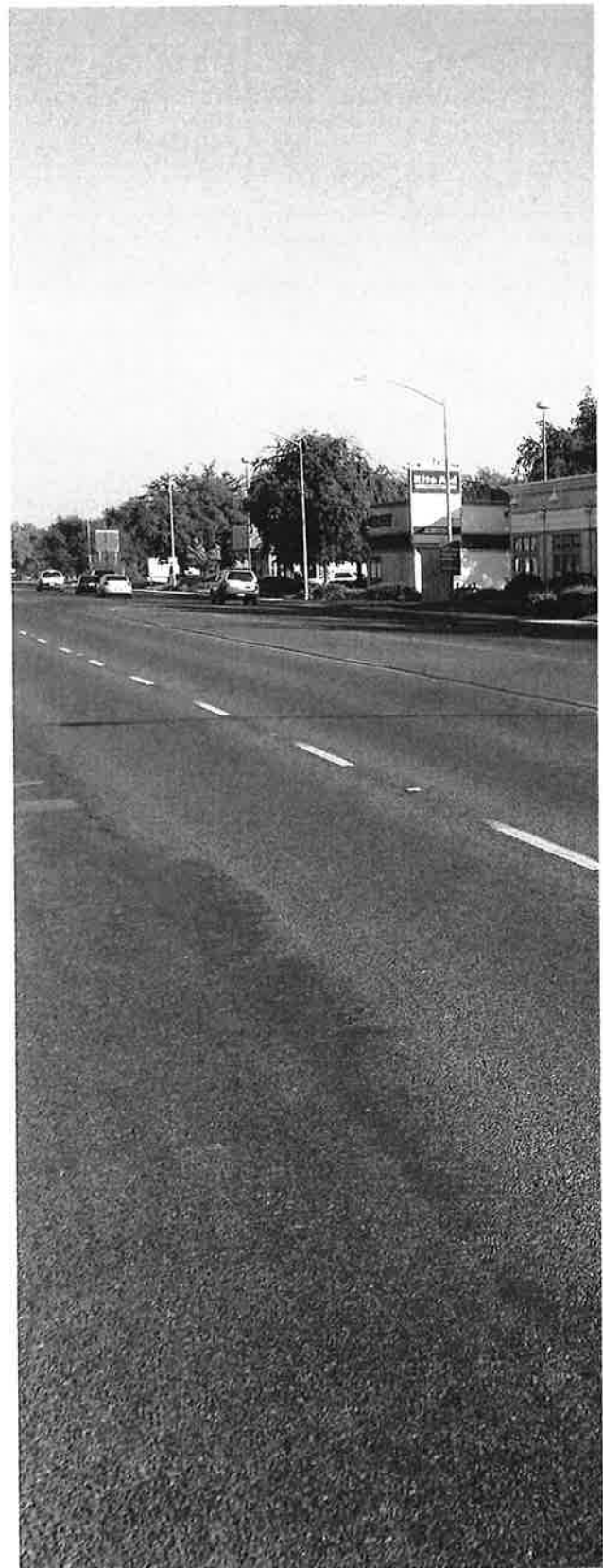
Managed the preparation of the City's Housing Element Update, including revisions to City population, housing, special needs groups, and land availability data, as well as a review and revision of the goals, policies, and actions proposed for the planning period. Coordinated City's Task Force and other public participation efforts. Consulted with City staff in addressing comments on the Draft Housing Element from State Department of Housing and Community Development.

2009 - 2015 Dinuba Housing Element Consultation and Public Participation

Reviewed and edited the Housing Element documents to ensure compliance with legal requirements, encourage efficient use of residential, commercial, and mixed use districts, and assure that State Department of Housing and Community Development standards were addressed. Reviewed the City's zoning ordinances, development standards and land use element. Facilitated a number of public meetings and organized public responses for insertion into the document.

Dinuba Sign Ordinance Update

QK provided revisions to the Sign Ordinance Update, including comments from the Sign Ordinance Update Steering Committee. Reviewed similar documents and legal parameters. Reviewed the entire City Zoning Ordinance to ensure that all sections remained consist.



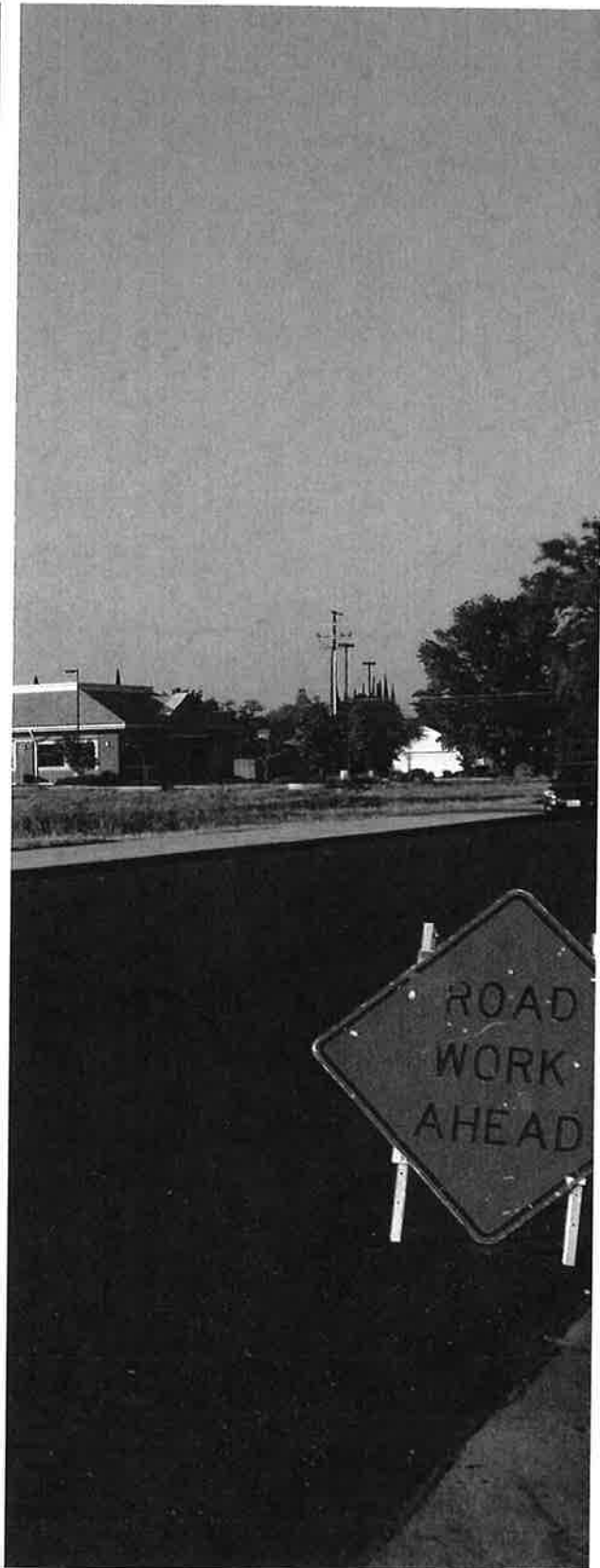


Acknowledgement of Contract

We respectfully request that Section 7. Indemnification by Consultant be replaced with the language below. This language will ensure that we are responsible for and will provide indemnity and hold harmless for our actions and the actions of our sub consultants, but not the actions of others.

Indemnity for Professional Liability: When the law establishes a professional standard of care for Consultant's Services, to the fullest extent permitted by law, Consultant shall indemnify, protect, and hold harmless Agency and any and all of its officials, employees and agents from and against any and all losses, liabilities, damages, costs, and expenses, including legal counsel's fees and costs but only to the extent the Consultant (and its Subconsultants), are responsible for such damages, liabilities and costs on a comparative basis of fault between the Consultant (and its Subconsultants), and the Agency in the performance of professional services under this agreement. Consultant shall not be obligated to defend or indemnify Agency for the Agency's own negligence or for the negligence of others.

Indemnity for Other Than Professional Liability: Other than in the performance of professional services and to the full extent permitted by law, Consultant shall indemnify, defend, and hold harmless Agency, and any and all of its employees, officials and agents from and against any liability (including liability for claims, suits, actions, arbitration proceedings, administrative proceedings, regulatory proceedings, losses, expenses or costs of any kind, whether actual, alleged or threatened, including legal counsel's fees and costs, court costs, interest, defense costs, and expert witness fees), where the same arise out of, are a consequence of, or are in any way attributable to, in whole or in part, the performance of this Agreement by Consultant or by any individual or Agency for which Consultant is legally liable, including, but not limited to, officers, agents, employees, or subcontractors of Consultant.



EQUAL EMPLOYMENT PRACTICES

1. UNLAWFUL DISCRIMINATION

QUAD KNOPF is an equal opportunity employer and makes employment decisions on the basis of merit. In accordance with applicable law, QUAD KNOPF prohibits discrimination based on membership of an applicant or employee, in a protected class such as race, color, creed (religious dress and grooming practices), national origin (including language use restrictions and possession of a driver's license issued under Vehicle Code section 12801.9), ancestry, genetic information, sex/gender (including gender identity, gender expression and pregnancy), sexual orientation, age, religion, physical disability (including HIV or AIDS), mental disability, medical condition (cancer or genetic characteristics), marital status (including registered domestic partner status), citizenship status, military service status or other consideration protected by law. The Company's policy of equal employment opportunity applies to all employment practices including, but not limited to, recruitment, employment, training, compensation, benefits, promotions, layoffs, terminations, and any and all other terms, conditions and privileges of employment.

In addition, the Company prohibits discrimination against any person or business due to a perception that a person or business representative is a member of a protected class or is associated with someone who is, or is perceived to be, a member of a protected class. All such discrimination is unlawful. The Company's commitment to equal opportunity employment applies to all persons involved in the operations of the Company and prohibits unlawful discrimination by any employee of the Company, including supervisors and co-workers.

To comply with applicable laws ensuring equal employment opportunities to qualified individuals with disabilities and medical conditions, the Company will make reasonable accommodations for the known physical or mental disability or medical condition of an otherwise qualified individual who is an applicant or an employee unless undue hardship would result. Any such applicant or employee who requires an accommodation in order to perform the essential functions of the job should contact the Human Resources Manager and request an accommodation. The Company will engage in a timely, good faith, interactive process with the employee or applicant to determine effective reasonable accommodations, if any, in response to a request for reasonable accommodation by an employee or applicant with a known physical or mental disability or known medical condition. The individual with the disability should specify what accommodation he or she needs to perform the job. If the accommodation is reasonable and will not impose an undue hardship, the Company will make the accommodation. The Company also may propose an alternative accommodation(s).

If you believe you have been subjected to any form of unlawful discrimination, provide a written or verbal report to your supervisor or the Human Resources Manager. The report should be specific and should include the names of the individuals involved and the names of any witnesses. QUAD KNOPF will immediately undertake an effective, thorough and objective investigation and attempt to resolve the situation.

If QUAD KNOFF determines that unlawful discrimination has occurred, effective remedial action will be taken commensurate with the severity of the offense up to and including immediate discharge. Appropriate action will be taken in all cases to deter any further discrimination. Appropriate action will also be taken to deter any future discrimination. QUAD KNOFF will not retaliate against any employee for filing a good faith complaint and will not knowingly permit retaliation by management employees or co-workers.

Any employee, including a supervisor or manager, who engages in discriminatory conduct toward an employee, independent contractors of QUAD KNOFF, or any person doing business with or for the Company will be subject to discipline up to and including discharge.

2. UNLAWFUL HARASSMENT

In accordance with applicable law, the Company prohibits sexual harassment and harassment because of race, color, national origin, ancestry, genetic information, sex/gender (including gender identity, gender expression and pregnancy), religion, creed, physical or mental disability, medical condition (cancer or genetic characteristics), marital status (including registered domestic partner status), sexual orientation, age, or any other basis protected by federal, state or local law including harassment of employees, independent contractors and business representatives. All such harassment is unlawful and will not be tolerated. The Company is committed to taking all reasonable steps to prevent harassment from occurring. Any employee, including a supervisor or manager, who engages in unlawful harassment will be subject to discipline, up to and including immediate discharge. In addition, any person who engages in, or is accused of, unlawful harassment, may be suspended and required, at the Company's discretion, to remain off Company premises pending the outcome of an investigation.

A. UNLAWFUL HARASSMENT DEFINED

Unlawful harassment includes conduct that is (1) unwelcome; (2) related to a protected category identified in the paragraph above; (3) offensive to the recipient and to a reasonable person; and (4) severe or pervasive so that the conduct unreasonably interferes with the employee's work performance or creates an intimidating, hostile or offensive work environment. If the conduct is related to a protected category, then the following might constitute unlawful harassment; jokes, graffiti, comments, stories, photographs, gestures, e-mail, written materials, threats of job detriment, or actual changes to an employee's compensation, workload or assignments. Harassment can be in the form of verbal conduct such as vulgar remarks, ethnic jokes, and threats of physical harm. Harassment may be in the form of physical conduct such as inappropriate touching, blocking of movement, vulgar gestures, hitting, shoving, or other physically threatening conduct such as invading an individual's personal space.

The Company prohibits unlawful harassment of employees, applicants and independent contractors by non-employees. Should you believe you are being unlawfully harassed by a customer, vendor or other person not employed by QUAD KNOFF, immediately bring your

concern to the attention of the Company. Immediate and appropriate corrective action will be taken.

B. SEXUAL HARASSMENT DEFINED

Sexual harassment is defined as unwanted sexual advances, requests for sexual favors or visual, verbal or physical conduct of a sexual nature when: (1) submission to such conduct is made a term or condition of employment; or (2) submission to or rejection of such conduct is used as a basis for employment decisions affecting the individual; or (3) such conduct has the purpose or effect of unreasonably interfering with an employee's work performance or creating an intimidating, hostile or offensive working environment.

Sexual harassment also may be defined as unwanted sexual advances or visual, verbal or physical conduct of a sexual nature. This definition includes many forms of offensive behavior. The following is a partial list:

- Unwanted sexual advances.
- Offering employment benefits in exchange for sexual favors.
- Making or threatening reprisals after a negative response to sexual advances.
- Visual conduct: leering, making sexual gestures, displaying sexually suggestive objects or pictures, cartoons or posters.
- Verbal conduct: making or using derogatory comments, epithets, slurs, sexually explicit jokes, comments about an employee's body or dress.
- Verbal sexual advances or propositions.
- Verbal abuse of a sexual nature, graphic verbal commentary about an individual's body, sexually degrading words to describe an individual, suggestive or obscene letters, notes or invitations.
- Physical conduct including touching, assaulting, impeding or blocking movements.
- Favoritism toward employees who engage in consensual romantic or sexual relationships with their supervisor may, in some situations, create a hostile environment for other employees. A romantic relationship between a supervisor and subordinate will, in most instances, be a violation of Company Policy regardless of whether or not it creates a hostile environment for other employees.

It is unlawful for males to sexually harass females or other males, and for females to sexually harass males or other females. Sexual harassment on the job is unlawful whether it involves coworker harassment, harassment by a supervisor or manager, harassment by or of independent contractors of QUAD KNOFF, or by or of persons doing business with or for the Company.

Sexual harassment does not need to be motivated by sexual desire to be unlawful or to violate this policy. For example, hostile acts towards an employee because of his/her gender (including gender identity, gender expression and pregnancy) can be construed as sexual harassment, regardless of whether the treatment is motivated by sexual desire.

The Company prohibits sexual harassment of employees, applicants and independent contractors by non-employees. Should you believe you are being sexually harassed by a customer, vendor or other person not employed by QUAD KNOPF, immediately bring your concern to the attention of the Company. Immediate and appropriate corrective action will be taken.

3. REPORTING PROCEDURE REGARDING UNLAWFUL DISCRIMINATION AND UNLAWFUL HARASSMENT

QUAD KNOPF's reporting procedure with respect to all complaints of unlawful discrimination or unlawful harassment provides for an immediate, thorough and objective investigation, appropriate disciplinary action against one found to have engaged in prohibited conduct, and appropriate remedies to any victim of discrimination or harassment. An employee may have a claim of discrimination or harassment even if he or she has not lost a job or some economic benefit.

If you believe you have been discriminated against or harassed on the job please provide a written or verbal report to your supervisor, to the Human Resources Manager, or to the President, as soon as possible. The Company prefers a written report and requests that you provide a copy to your supervisor, the Human Resources Manager, or the President. If the person to whom you report your concern about unlawful harassment does not address your concern in a timely way or does not address the concern in a manner that you believe is adequate, you may report the concern to any management level employee above the person to whom you initially reported the concerns. If you are uncomfortable providing the report to your supervisor, please make your report to the Human Resources Manager or the President of QUAD KNOPF. Supervisors are required to immediately report to the Human Resources Manager, and/or the President of QUAD KNOPF all complaints of discrimination and/or harassment.

The report prepared by the employee should include details of the incident(s), the names of individuals involved, the names of any witnesses, direct quotes when relevant, and any documentary evidence (notes, pictures, cartoons, etc.). All incidents of unlawful discrimination or unlawful harassment that are reported will be investigated by qualified personnel in a timely and impartial matter. The complaint and investigation processes will be documented and tracked for reasonable progress to ensure that issues are resolved in a timely manner.

The Company will maintain confidentiality to the extent possible. However, the Company cannot promise complete confidentiality. The employer's duty to investigate and take corrective action may require the disclosure of information to individuals with a need to know.

If the Company determines that unlawful discrimination or unlawful harassment has occurred, the Company will take remedial action appropriate for the circumstances. Appropriate action also will be taken to deter any future discrimination or harassment. If a

complaint of discrimination or harassment is substantiated, appropriate disciplinary action, up to and including discharge, will be taken.

4. PROTECTION AGAINST RETALIATION

The law also prohibits retaliation against any employee who uses this complaint procedure or who files, testifies, assists or participates in any manner in any investigation, proceeding or hearing concerning unlawful discrimination or unlawful harassment. Any report of retaliatory conduct will be immediately, objectively and thoroughly investigated in accordance with the Company's investigation procedure outlined above. If a complaint of retaliation is substantiated,

appropriate disciplinary action, up to and including discharge, will be taken against the person(s) engaging in the retaliatory conduct.

5. DISCIPLINARY ACTION AND LIABILITY FOR UNLAWFUL HARASSMENT

Any QUAD KNOPF employee, including any supervisor or manager, who is found to have engaged in unlawful harassment is subject to disciplinary action, up to and including discharge from employment. In addition, an employee who engages in unlawful harassment may be held personally liable for monetary damages. The Company will not pay damages assessed personally against an employee for engaging in unlawful harassment or unlawful retaliation.

In addition to the Company's internal complaint procedure, employees should also be aware that the federal Equal Employment Opportunity Commission ("EEOC") and the California Department of Fair Employment and Housing ("DFEH") investigate and prosecute complaints of discrimination and harassment in employment. Employees who believe that they have been discriminated against or harassed may file a complaint with either of these agencies. Both the EEOC and the DFEH serve as neutral fact finders and attempt to help the parties voluntarily resolve disputes.

For more information, contact the Human Resources Manager or the President of QUAD KNOPF. You also may contact the nearest office of the EEOC or DFEH, as listed in the telephone directory.

I acknowledge receipt of QUAD KNOPF's position on Unlawful Discrimination and Harassment.

Employee Signature: _____

Date: _____



Amber Adams

*Vice President Business and Operations/
Principal in Charge*

AREAS OF EXPERTISE

- ◆ Client Coordination / Project Management / Service
- ◆ Regulatory and Budgetary Finance
- ◆ Policy and Implementation
- ◆ Program Development / Professional Operations

EDUCATION

- ◆ BS, Business Administration, University of Phoenix, AZ

PROFESSIONAL ORGANIZATIONS

- ◆ Director, American Public Works Association (APWA)
- ◆ Member, American Planning Association (APA)
- ◆ Alumni, Chamber of Commerce, Leadership Fresno XXV
- ◆ Member, American Environmental Professionals (AEP)
- ◆ Member, Building Industry Association of Fresno/ Madera County, (BIA)

CONTINUING EDUCATION

- ◆ Business Law Update, 2016
- ◆ GAP International Senior Executive Leadership Training, 2014
- ◆ Project Management Professional (PMP) Training Camp Certificate of Completion, May 2012
- ◆ Association of Environmental Professionals (AEP) Advanced CEQA
- ◆ Workshop, March 2012
- ◆ California Energy Production Land Law Certificate, February 2011
- ◆ AEP Biological Impacts of Solar Farms Workshop, October 2011
- ◆ AEP CEQA Basics Workshop, October 2010

Ms. Adams is an experienced management professional who specializes in client coordination, business operations, finance and project delivery for multi-disciplined and complex projects. She serves as the VP for Operations and Business for Quad Knopf's offices and has over 20 years of professional experience overall. Ms. Adams excels at working with Clients to clearly define objectives and prepare scope and contracts to help agencies, firms, and individuals within the public works and planning community to ensure the successful implementation for their projects and programs.

PROJECT EXPERIENCE

Public Works Capital Budget Development – Fresno, California. *Department Finance Manager.* This project involved the annual building of Public Works \$100 Million Capital Budget. This project included balancing the limited resources with the Capital needs of the community as well as ensuring the proper use of each funding source. Duties included: providing decision support and consulting for policy makers.

No Neighborhood Left Behind – Fresno, California. *Project Manager / City Forces.* This \$45 million project involved infrastructure installation of curb / gutter, sidewalks, streetlight installation, tree services, drainage improvements, and street repair. In addition to the financial oversight of this significant public bond expenditure, this project required the operational oversight consisting of significant crew, utility, private sector, public officials, media, agency and citizen coordination.

Citywide Capital Improvement Projects – Fresno, California. *Division Manager / Project Manager.* These projects involved infrastructure improvements for multiple mid-sized projects including various infrastructure improvements outside of maintenance. Project budgets ranged from \$10k-\$100k. Project Funding included CDBG, Special Gas Tax, and Measure C. Each funding source had requirements for expenditure that included eligible activities and locations for allowed usage. Approximately 50 of these projects were completed annually to install / repair infrastructure for established areas which had damaged or non-existent infrastructure. Significant coordination and innovation was required for the success of these projects.

ADA Curb Cut Compliance Program – Fresno, California. *Division Manager / Project Manager.* This \$1.2 million annual project involved the identification, execution, and fiscal responsibility of developing a continuing program to remove barriers to travel for all citizens. This program included operating within State and



PRESENTATIONS

- ♦ California APA Regulatory Permitting for California, 2013
- ♦ AEP – State Chapter Solar Farms Cropping up in California, 2016

Federal funding and design regulations and working with the local ADA Advisory committee.

Redevelopment Improvement Projects – Fresno, California. *Public Works Division Manager* These projects involved Capital improvements for infrastructure projects. These projects included the master plan and infrastructure identification necessary to construct infrastructure improvements in selected redevelopment areas to foster economic improvements and provide adequate City services. Significant planning and implementation was required for the success of these projects

Citywide Street Preservation Program – Fresno, California. *Division Manager/ Project Manager* . This \$1.2 million annual project involved contract development, monitoring and program implementation. Significant regulatory emphasis was required for the finance management of multiple funding sources as well as the completion of the projects through the management of construction, utilities, private sector, public officials, media, agency and citizens.

Water System Improvements MD33 Phase I and II – Madera County, California. *Project Manager.* To address the Fairmead community's unreliable water supply and pressure problems, Quad Knopf designed a .2 mg bolted steel water storage tank and booster pump system. Scope of work included design, funding and CDBG compliance, public outreach, labor compliance and limited construction support.

Community Facilities Districts/Lighting and Landscaping Maintenance Districts, – Fresno, CA. *Division Manager.* Managed all financial and operational services of over 350 individual assessment districts covering approximately 6.5 million square feet Citywide. Oversight included maximizing services while ensuring that resources were properly allocated to the appropriate districts.



Steve Brandt, AICP, LEED AP

*Principal Planner/Project Manager/
Entitlements Specialist*

AREAS OF EXPERTISE

- ◆ Project Management
- ◆ General Plans / Zoning
- ◆ Land Development Entitlements
- ◆ Annexations / LAFCO
- ◆ Master Plans/Specific Plans
- ◆ Urban Development Boundaries

EDUCATION

- ◆ BA, Marketing/Management, Fresno Pacific University

REGISTRATIONS / CERTIFICATIONS

- ◆ Certified Planner, American Institute of Certified Planners (AICP), No. 133286
- ◆ Leadership in Energy and Environmental Design Accredited Professional (LEED AP)

PROFESSIONAL ORGANIZATIONS

- ◆ Member, American Planning Association (APA)

AWARDS / RECOGNITION

- ◆ Hanford Downtown East Precise Plan, Award of Merit – CA Central Section APA, 2014

PRESENTATIONS

- ◆ Urban Growth Boundaries and LAFCOs, CALAFCo Annual Conference, 2015
- ◆ Historic Corridor Project Comes of Age, CA APA Conference, 2013
- ◆ Walking Audits: A Tool for a Successful Public Participation Process, CA APA Conference, 2013

Mr. Brandt is an experienced planning professional who takes a strong analytical approach to projects to keep them moving forward. He has managed both planning and engineering projects from concept to construction, which gives him the experience to view challenges comprehensively and anticipate the real world results of his proposed plans, policies, and designs. He believes that the most successful general plans, specific plans, and master plans are those that have strong participation from the public during their preparation. He has led and managed numerous public outreach meetings to get stakeholders' valuable ideas and feedback.

PROJECT EXPERIENCE

On-call Planning Services – City of Dinuba, CA. Senior Planner. (On-going)

Providing planning assistance to the City of Dinuba under an on-call contract. Providing guidance and advice to the City as various planning/CEQA related questions arise.

Contract City Planning Services – City of Sanger, CA. Project Manager and City Planner.

Managed the day-to-day operations of the city planning department and served as secretary and advisor to the City Planning Commission.

Contract City Planning Services – City of Lemoore, CA. Project Manager and City Planner. (On-going)

Providing technical planning services to the city and serve as city planner to the City Planning Commission and City Council.

Municipal Services Review (MSR), City of Dinuba– Dinuba, CA. Senior Planner.

Worked with the City to prepare a MSR encompassing water service, wastewater service, parks and recreation, law enforcement, fire protection, and general government services and focus of the expanded services that will be needed within the newly adopted Urban Growth Boundary. The MSR accompanied a request for a Sphere of Influence Update following the City's adoption of an Update to their General Plan.

Mooney Boulevard Corridor Zoning Study – City of Visalia, CA. Project Planner.

Performed a comprehensive review of the City's Zoning Ordinance codes that applied to Mooney Boulevard. Facilitated extensive public outreach. Made recommendations for modifications that would remove any barriers for businesses that wanted to move into vacant buildings, expand their business, or build new businesses. Facilitated Zoning Text Amendment processing through the public hearing process with the Planning Commission and City Council where the recommendations and



amendments received strong support from the business community.

Golden State Corridor Economic Development Infrastructure Improvements Project, Fresno Council of Governments – Fresno County, CA. Assistant Project Manager.

Assisted with management of a 14.2 mile roadway and infrastructure improvement project that encompasses the cities of Kingsburg, Selma, Fowler, and portions of Fresno County. Golden State Corridor project in Southern Fresno County, CA. Performed extensive public outreach, including presentations for each of the three City Councils and a community meeting at each of the three cities.

Hanford General Plan and Zoning Ordinance Update – City of Hanford, CA. Project Manager.

Managed the preparation of Hanford's comprehensive General Plan Update and new Zoning Ordinance, along with updates to the water, sewer, and storm drain master plans. Mr. Brandt led a citizen's advisory committee that met 14 times in a 22-month period to develop the General Plan's goals and policies.

Hanford Downtown East Precise Plan – City of Hanford, CA. Principal Planner

Using a citizen's advisory committee's ideas as a guide, wrote development codes and standards for a Precise Plan to attract new development for a 46-acre, 13-block area of Hanford's eastern downtown. The codes were written to encourage additional development, more density, and vibrant, walkable streets, while being easy to interpret and implement.

Bicycle Master Plan – City of McFarland, CA. Senior Planner.

Prepared the City's Bicycle Master Plan, which included a review of existing conditions, needs assessment, recommended bikeway network, support facilities and programs, and implementation plan. The document will help guide the City's policies, programs, and facility improvements to help increase bicycle travel in the City. Community meetings were held to gain input from all stakeholders in developing the plan.

Visalia Bikeway Plan Update – City of Visalia, CA. Senior Planner.

Assisted with preparation of the City's 2011 Bikeway Plan, which included a review of existing conditions, needs assessment, recommended bikeway network, support facilities and programs, and implementation plan. The document was intended to guide bikeway policies, programs, and facility improvements to improve safety, comfort, and convenience for all bicyclists in the City.

Development Impact Fee Study – City of Delano, CA. Planning Analyst.

Prepared a comprehensive update to all the city's development impact fees and prepared a report in accordance with AB 1600.



Lisa Wallis-Dutra, PE, TE, PTOE

Senior Engineer

AREAS OF EXPERTISE

- ◆ Traffic Engineering Design
- ◆ Traffic Operations Analysis
- ◆ Traffic Engineering Reports
- ◆ Traffic Signal Design
- ◆ Roadway Lighting
- ◆ Ramp Metering
- ◆ Traffic Handling
- ◆ Signing
- ◆ Sign Lighting
- ◆ Pavement Delineation
- ◆ Parking
- ◆ Bicycle & Pedestrian Facilities
- ◆ Roundabouts
- ◆ Safe Routes to School
- ◆ Active Transportation Plans

EDUCATION

- ◆ BS, Electrical Engineering, University of the Pacific, 1988

REGISTRATIONS / CERTIFICATIONS

- ◆ Professional Civil Engineer, State of California, No. C 71262
- ◆ Professional Traffic Engineer, State of California, No. TR 1888
- ◆ Professional Traffic Operations Engineer (PTOE)

PROFESSIONAL ORGANIZATIONS

- ◆ Member, Institute of Transportation Engineers (ITE)
- ◆ Central California Section of ITE, President 2007-2008
- ◆ American Council of Engineering Companies, Sequoia Chapter, Vice President 2016-2017

AWARDS / RECOGNITION

- ◆ 2014 Tulare County Association of

Ms. Wallis-Dutra has more than 27 years of experience in traffic engineering design, operations, analyses, and management in both the public and private sectors. She has extensive experience in traffic engineering design, as well as project management experience to ensure successful completion of clients' projects. Ms. Wallis-Dutra possesses an exceptional record of producing quality work while meeting budgets and schedules on multiple concurrent projects. She works equally well with both public and private sector clients, as well as special interest community groups, to reach consensus on projects.

Ms. Wallis-Dutra currently serves as the City Engineer for the Cities of Exeter and Farmersville and the Assistant City Engineer for the City of Woodlake. As such, she is also a member of many TCAG committees, including the Active Transportation Committee, Technical Advisory Committee, Regional Transportation Plan Roundtable, Long Range Transit Plan Technical Advisory Committee, Regional Housing Needs Assessment Committee, and the Transportation Forecasting Model Technical Advisory Committee.

PROJECT EXPERIENCE

City Engineering Services – Cities of Exeter and Farmersville, CA. *City Engineer.*

Currently serving as the City Engineer for the Cities of Exeter and Farmersville. Providing project management and design of several City projects. Responsibilities also include plan check services, construction administration, assessment district engineering, and grant administration, as well as maintaining relationships with City staff, City Council, Tulare County Association of Governments, and Caltrans.

Golden State Corridor – Fresno County Council of Governments – Fresno, CA. *Traffic Engineer.*

The Fresno COG retained the Quad Knopf Team for one of the most highly prioritized transportation and economic development projects in Fresno County. A 14.2 mile project contemplated as an economic development update of the old U.S. 99 between the Cities of Kingsburg and Fowler. Responsibilities included traffic geometric review of the 30 percent design plans and cost estimate.

K Road Non-Motorized Corridor Feasibility Study – Tulare County, CA. *Project Manager.*

Currently managing the preparation of a feasibility study for a Class I Path adjacent to existing railroad right of way from the eastern Visalia city limits to the eastern Exeter city limits. This proposed bike path is an identified project in the County's Measure R Expenditure Plan. The study explores the feasibility and preliminary design opportunities and constraints associated with construction of the Class I Path. A preliminary environmental review of the proposed route was also completed



Governments (TCAG) 4th Annual Local Motion Award for Bike/Pedestrian Projects, City of Woodlake Downtown Enhancement Project Phases 1-4

CONTINUING EDUCATION

- ◆ Complete Streets Planning and Design
- ◆ ADA and the Public Right of Way
- ◆ California MUTCD Updates
- ◆ Caltrans Federal Aid Training Series
- ◆ Highway Capacity Analysis, HCM 2010

PRESENTATIONS

- ◆ A Commitment to Collaboration and a Common Vision Leads to Successful Project Delivery, TCAG Fall Policy Conference, Moderator

to identify potential impacts per CEQA guidelines. The project sponsor is the Tulare County Association of Governments; however, it is a multi-jurisdictional project involving the Cities of Exeter, Farmersville, and Visalia, and the County of Tulare. The final feasibility study will be presented to all involved agencies for approval.

Farmersville-Exeter Non-Motorized Corridor Feasibility Study – City of Exeter, CA. *Project Manager.*

Managed the preparation of a feasibility study for a Class I Path along or adjacent to the existing railroad right of way from the western Farmersville city limits to the eastern Exeter city limits. This proposed bike path is an identified project in the County's Measure R Expenditure Plan. The study explores the feasibility and preliminary design opportunities and constraints associated with construction of the Class I Path. A preliminary environmental review of the proposed route was also completed to identify potential impacts per CEQA guidelines. The final feasibility study was presented to the Tulare County Association of Governments, as well as the Cities of Exeter and Farmersville for approval.

Active Transportation Plan – Visalia, CA. *Senior Engineer.*

Currently managing the City's first Active Transportation Plan. The Plan addresses all components identified in the Active Transportation Program, including existing and proposed active transportation facilities, safety features and needed improvements, and improving connectivity in the current system to increase the use of various active transportation travel modes. The project has included two community workshops using surveys, graphics, a touch key pad survey response system, and smaller break-out group charrettes. In addition, an on-line survey map was created to allow the public to provide comments and suggestions for the Plan and facilities on the City's website. The project will be presented to the City's Parks and Recreation Commission, Waterways and Trails Committee, Planning Commission, and City Council for approval.

South Farmersville Boulevard ATP Project – City of Farmersville, CA. *Project Manager.*

Currently managing the Active Transportation Program (ATP) project awarded funding in 2014, as well as having assisted in preparing the City's grant application for ATP funds. The project consists of new sidewalks, ADA-compliant curb returns and ramps, Class II bike lanes, and a bus turnaround area. This project will also allow the extension of the City's current transit service to accommodate more users, including a seniors' apartment complex.

Pedestrian and Bicycle Master Plan – Hanford, CA. *Senior Traffic Engineer.*

Provided Quality Assurance/Quality Control (QA/QC) for the completion of a Pedestrian and Bicycle Master Plan. The Plan addresses unsafe conditions for pedestrians and bicyclists, safety features, and connectivity gaps in the current system. The project included three community workshops using surveys, walking tours, graphics, a touch key pad survey response system, and smaller break-out group charrettes.



Michael Ratajski

*Project Manager/Planning/Urban
Design/Public Participation*

AREAS OF EXPERTISE

- ◆ Project Management
- ◆ Site Planning & Urban Design
- ◆ Parks, Recreation and Trails Planning
- ◆ Landscape Architecture
- ◆ Landscape Design
- ◆ Policy Planning
- ◆ Zoning and General Plans
- ◆ Specific Plans, Master Plans, Precise Plans
- ◆ Urban Villages, Transit Oriented Development
- ◆ Land Use Planning
- ◆ Feasibility Studies, Lot Yield Studies
- ◆ Public Outreach, Design Charettes, Facilitator
- ◆ Corridor Studies
- ◆ Industrial Parks, Employment Centers, R&D, Business Parks.

EDUCATION

- ◆ BLA (Bachelor of Landscape Architecture - Planning emphasis), Michigan State University

PROFESSIONAL ORGANIZATIONS

- ◆ EARTH Committee, City of Fresno, Chamber of Commerce
- ◆ Board Member, California Parks and Recreation Society, Current
- ◆ Voting Member of the Board of Commissioners, City of El Cajon Community Development Corporation (CDC)
- ◆ Member, Urban Land Institute (ULI)
- ◆ Co-chairman, ULI Technical Advisory Panel (TAP)
- ◆ Planning and Conservation League (PCL), 2015. A nonprofit lobbying organization, working in the State Legislature to enact and implement policies to protect and restore the California environment.
- ◆ Member, America Walks, San Diego

Mr. Ratajski has 30 years' experience in parks, recreation, and trails planning, landscape architecture, land planning, site planning, and urban design for a wide variety of project types in the United States, Mexico, Asia, Africa, Europe, and the Middle East. He is currently a project manager and senior planner at Quad Knopf and provided planning consulting services for Quad Knopf for nearly eight years before joining the firm. Mr. Ratajski has led planning efforts on redevelopment; urban infill; land use master plans; mixed-use and transit-oriented development; low-, mid-, and high-density residential projects; "Main Street" revitalization; form-based codes and urban design guidelines; "green/ sustainable" development; and, new urbanist communities. He has worked with numerous public agencies and private developers and builders. Mr. Ratajski has led numerous community visioning workshops, public forums, and design charettes. As former co-chairman of the Urban Land Institute Technical Advisory Panel (ULI-TAP), Mr. Ratajski has worked with public agencies and teams of sub-consultants in identifying mixed use, densities and intensities, mid- to high-density residential development, open space, design standards and guidelines for new development, circulation, and parking. Each project was also planned with the intent of creating a community gathering place, possessing a unique character and identity, and having civic and/or cultural uses.

PROJECT EXPERIENCE

Golden State Corridor Economic Development Infrastructure Improvements Project, Fresno Council of Governments – Fresno County, CA. *Urban Design/Design Guidelines Manual.*

Prepared the Design Guidelines Manual for the 14.2- mile historic section of US 99 connecting the cities of Fowler, Selma, and Kingsburg now referred to as "Golden State Corridor". The design manual has been created to help unify the corridor by providing a uniform set of standards for the various sections, Urban Districts, Commercial Activity Nodes, Industrial Corridors, and Agricultural Preserves, yet allow for individuality for each community. The guidelines also promote the themes of "roadside nostalgia" by encouraging preservation and renovation of old or abandoned roadside buildings and signage from the highway's 'heyday' period (1940's-1960's); agricultural heritage; and, the history of the railroad. The guidelines address architecture, landscaping, parking lots, setbacks, trails and sidewalks, street furnishings, signage, and green design.

Westside Transit-Oriented Development, Mixed-Use and Affordable Housing - City of National City, CA. *Project Manager/Urban Design.*

Served as the Project Manager for this 25-acre conceptual master plan, yield study, and feasibility report for a transit



Chapter (A Walkable Communities Organization)

- ◆ Citizen's Coordinate for Century 3 (C3), A smart growth management organization of interested citizens, design professionals, and public agencies
- ◆ Member, North Park Community Association (NPCA)
- ◆ Member AEP (Association of Environmental Planners)

AWARDS / RECOGNITION

- ◆ Hanford Downtown East Precise Plan, Award of Merit – CA Central Section APA, 2014
- ◆ Mulcahy Community Park. American Public Works Association (APWA) - Central California Chapter Project of the Year, Less the \$5 million, Recreation, 2014
- ◆ Clemyjontri Park, Fairfax, VA. Named "One of the 5 Coolest Playgrounds/Parks in the US" by Yahoo Games,
- ◆ Second Place Award for the 100-Year Sustainable Growth Plan for the San Diego/Tijuana Region, International Gas Union Conference, Tokyo, Japan, 2003.
- ◆ ASLA Parks and Recreation Award for Freedom Park in Carroll County, MD., 1993
- ◆ ASLA Potomac Chapter President's Award for Hadley's Park, Potomac, MD, 1999
- ◆ Congressional Recognition for Outstanding Community Leadership from U.S. Congresswoman Sheila Jackson Lee for work on the Washington Avenue Historic Corridor.
- ◆ Certificate of Appreciation from Houston City Council for the Washington Avenue Historic Corridor.
- ◆ Red Maple Award for Rapley at Avenel Upscale Community, Montgomery County, MD,

CONTINUING EDUCATION

- ◆ Creative Writing Workshops, Eureka Springs, Arkansas (2008 – present)

oriented, mixed-use, mid-density residential development within walking distance to the trolley stop in the City's Westside Specific Plan area. The plan proposed up to 800 residences at a density range of 10-45 dwelling units per acre. The plan included up to 450,000 sq. ft. of office and 65,000 sq. ft. of retail uses. Incorporated improved roadways, pedestrian and bicycle circulation, and a neighborhood park associated with improvements to Paradise Creek into the master plan. The subconsultant, Pyatok Architects, assisted in the preparation of concept studies and public workshops for a 13.5-acre affordable housing and mixed-use component. The proposed project would include more than 300 dwelling units, an Environmental Health Services building, day care center, ground floor neighborhood retail, and live/work units. Conducted numerous workshops utilizing hands-on three-dimensional study models for the community and PowerPoint presentations. Employed the use of smart growth, transit oriented design, place-making, and green design in his urban planning approach to this project.

Downtown Sacramento Housing and Mixed-Use Redevelopment, Sacramento Capitol Area Development Authority – Sacramento, CA. Urban Design.

Worked with an architectural firm on the planning for a two-block area in downtown Sacramento for the CADA (Capitol Area Redevelopment Authority). Located between P and Q Streets and 12th and 14th Streets, the design included street-side and alley-side entry residential units; a shared, improved pedestrian/vehicular alley; central parking courts; and, a four story mixed use building near Fremont Park.

Hanford Downtown East Precise Plan – City of Hanford, CA. Project Manager/Principal Planner/Public Outreach Facilitator.

Prepared a Revitalization Plan, urban design plan, urban design guidelines, Precise Plan, mixed-use overlay zoning. Conducted community workshops and public outreach plan. Prepared a project phased implementation matrix, and created new plan submittal and approval policies to attract new development for a 46-acre, 13-block area of Hanford's eastern downtown and primary entrance to the City. The project's focus was the China Alley Revitalization Plan which had been identified as the 2011 Most Endangered Historic Places in America.

National City 2030 General Plan and Land Use Code Updates – National City, CA. Planning/Land Use Code Preparation and Reorganization.

In 2010 and 2011, assisted in the development of the General Plan Update and authored the Land Use (Zoning) Code Update for National City, California. The Land Use Code, which had not been updated for 35 years ensures consistency with the General Plan goals and policies; ensures consistency with recent state legislation; incorporates new mixed-use regulations using form based zoning; eliminates many of the unnecessary zones and requirements; and, simplifies the signage requirements and sign types with graphics and tables. The Land Use Code includes zoning for "Neighborhood Corner Stores", "Urban Agriculture", and "Solar and Wind Energy Systems".



Monique Mello, PE

Civil Engineer

AREAS OF EXPERTISE

- ◆ Residential Design
- ◆ Municipal Design
- ◆ Commercial Site Design
- ◆ Shoulder Stabilization
- ◆ Road Construction and Reconstruction
- ◆ Specification Preparation
- ◆ Project Management
- ◆ Construction Administration
- ◆ Safe Routes to School

EDUCATION

- ◆ BS, Civil Engineering, California State University, Fresno

REGISTRATIONS / CERTIFICATIONS

- ◆ Registered Civil Engineer, State of California, No. 74523
- ◆ Qualified SWPPP Developer (QSD) and Qualified SWPPP Practitioner (QSP), Certificate No. 22554

PROFESSIONAL ORGANIZATIONS

- ◆ Member, American Public Works Association (APWA), Central California Chapter
- ◆ Member, ACEC, Sequoia Chapter, Visalia

AWARDS / RECOGNITION

- ◆ 2014 Tulare County Association of Governments (TCAG) 4th Annual Local Motion Award for Bike/Pedestrian Projects, City of Woodlake Downtown Enhancement Project Phases 1-4
- ◆ 2014 San Joaquin Valley Blueprint Award of Merit in Transportation Enhancement, City of Woodlake Whitney Transit Center
- ◆ 2014 American Public Works Association (APWA), Central California Chapter, Project of the Year, Less than \$5 Million in Recreation, City of Tulare Mulcahy Park
- ◆ 2013 Tulare County Association of Governments (TCAG) 3rd Annual Local

Ms. Mello, a Senior Associate Engineer at Quad Knopf, has provided considerable management and design support to a variety of projects. Ms. Mello's professional design experience ranges from residential subdivision development to municipal infrastructure design. She has been involved in managing, designing, and administering multiple public works projects from the master plan stage through construction. Ms. Mello currently serves as the City Engineer for the City of Woodlake.

PROJECT EXPERIENCE

City Engineer – City of Woodlake, CA. *City Engineer.*

Currently serving as the City Engineer for the City of Woodlake. Providing project management and design of several City projects. Responsibilities also include plan check services, construction administration, assessment district engineering, and grant program administration, as well as maintaining relationships with City Staff, City Council, Tulare County Association of Governments, and Caltrans.

West El Monte Way Improvements – City of Dinuba, CA. *Project Engineer.*

Provided design and oversight of the pave-out and re-striping of 4,000 linear feet of El Monte Way and the replacement of an existing traffic signal with a five phase traffic signal.

Northeast Reservoir and Water Main Project – City of Dinuba, CA. *Designer.*

Provided design and prepared project plans for this 2.0 MG Welded Steel Reservoir, Booster Pump Station, On-Site Chlorine Generation System, Stand-by Generator and approximately 3,400 feet of sixteen (16) inch diameter transmission main. Professional services include Water System Model analysis, civil and electrical engineering design for plans and specifications, bidding, construction administration, labor compliance monitoring and close-out.

Golden State Corridor Improvement Project, Fresno Council of Governments – County of Fresno, CA. *Project Designer.*

Prepared 30% design plans, a topographic survey, design guidelines, environmental documents, and a feasibility study for the potential reuse of treated waste water for the 14.2 mile-long Golden State Corridor project in southern Fresno County, CA. The project is a section of historic U.S. 99 highway, and connects the Cities of Kingsburg, Selma, Fowler, and Fresno.

Tehachapi HSIP Improvements – City of Tehachapi, CA. *Project Engineer.*

Prepared plans, specifications, and construction cost estimate for a Highway Safety Improvement Program (HSIP) project at State Route 58/Tehachapi Boulevard interchange. Design includes street improvements at four intersections, including the installation of three new traffic signals, roadway widening, increased curb radii, multi-use pedestrian and bicycle path, new



Motion Award for Transit, City of Woodlake
Whitney Transit Center

CONTINUING EDUCATION

- ◆ Caltrans Resident Engineer Academy
- ◆ Caltrans Federal Aid Training Series
- ◆ Introduction to Crack Treatments and Best Practices
- ◆ Introduction to Slurry Seal, Microsurfacing and Best Practices
- ◆ Introduction to Chip Seals and Best Practices
- ◆ Pumping Systems Design
- ◆ PSMJ Project Managers Bootcamp
- ◆ Storm Water Pollution Prevention on Construction Sites
- ◆ Storm Water Pollution Prevention on Industrial Sites

PRESENTATIONS

- ◆ 2014 San Joaquin Valley Fall Policy Conference, Topic: A view from the Private Side: A Commitment to Collaboration and a Common Vision Leads to Successful Project Delivery
- ◆ Traffic Control Supervisors Association - Central Valley/Northern Region Meeting, Topic: ADA within the Public Right of Way

ADA compliant curb ramps, signing, and pavement delineation. Project challenges include multi-agency coordination and the coordination of work with a separate Caltrans project at one of the same intersections.

Woodlake Transit Center – City of Woodlake, CA. *Project Manager and City Engineer.*

Provided design and project management of a Transit Center in the City of Woodlake. This \$800,000 project was funded by Public Transportation Modernization, Improvement, and Service Enhancement Account Program (PTMISA) and Measure R Funds. Design features included, decorative street lighting, ADA accessible ramps, decorative sidewalk, blub outs, decorative crosswalks, bollards, tree wells, drive approaches, landscape, and irrigation. This project won the 2014 San Joaquin Valley Blue Print Award in the "Transportation Enhancement" category, as well as the TCAG Local Motion Award.

Woodlake Roundabout Project – City of Woodlake, CA. *Project Manager and City Engineer.*

Provided design and project management of a single lane, urban roundabout at the intersection of State Route 245 and State Route 216 in the City of Woodlake. This \$4.3 million-dollar project is funded by a Congestion Mitigation and Air Quality grant, Measure R Funds and Local Funds. The project is designed to improve air quality by reducing emissions, such as ROG, NOx and PM₁₀. Design features included, decorative street lighting, ADA accessible ramps, decorative sidewalk, blub outs, decorative crosswalks, Class II bike lanes, multi-use pedestrian and bicycle path through the roundabout, bike ramps, bollards, tree wells, drive approaches, landscape, and irrigation.

Woodlake Downtown Enhancement Projects Phases 1-4 – City of Woodlake, CA. *Project Manager and City Engineer.*

Provided design, project management, and construction administration of the downtown enhancement projects. The projects are located along State Route 245 north of State Route 216 in the City of Woodlake. This \$3.2 million-dollar project was funded by Transportation Enhancement Funds, Measure R Funds, and Local Funds. These projects included, decorative street lighting, ADA accessible ramps, decorative sidewalk, blub outs, decorative crosswalks, Class II bike lanes, bollards, tree wells, drive approaches, landscape, and irrigation.

State Safe Routes to Schools (SR2S) Intersection Improvement Plans – City of Delano, CA. *Project Designer.*

Designed and prepared improvement plans, project specifications, and a construction cost estimate for the upgrading of existing curbs and curb returns at crosswalks to conform to ADA regulations. The project included modifications to existing signing, pavement delineation in the vicinity of the crosswalks, installation of raised traffic islands to provide areas for signage, modifications to existing traffic signal systems to reposition pedestrian push buttons and pedestrian signal heads adjacent to realigned crosswalks, and installation of a raised crosswalk and bicycle lane facilities at various locations in the City.



Meredith Inglehart

Project Manager/Utility Project Coordinator

AREAS OF EXPERTISE

- ◆ Utility Coordination
- ◆ Project Administration
- ◆ Outside Plant Telephone Design
- ◆ Construction Coordination
- ◆ Project Management
- ◆ Railroad Coordination
- ◆ Rule 20A Underground Districts

EDUCATION

- ◆ AS, Business Administration, College of the Sequoias, Visalia

PROFESSIONAL ORGANIZATIONS

- ◆ Member, Project Management Institute
- ◆ Member, PMI California Central Valley Chapter

CONTINUING EDUCATION

- ◆ PSMJ A/E/C Business Development for Principals and Project Managers
- ◆ Microsoft Projects 2002 Level 1 & 2
- ◆ PSMJ Project Management Bootcamp
- ◆ Project Management Professional w/Role Delineation Training

As a Project Manager and Utility Project Coordinator, Ms. Inglehart is responsible for coordinating utility services for large projects such as subdivision and industrial developments. During her career with Verizon, Ms. Inglehart held various titles, including Senior Design Engineer. With over 38 years of combined utility and agency coordination experience, Ms. Inglehart has a comprehensive knowledge of the necessary details involved in the planning and orchestration of those services in a timely and efficient manner.

PROJECT EXPERIENCE

Farmersville-Exeter Non-Motorized Corridor Feasibility Study – City of Exeter, CA. *Utility Project Coordinator.*

Assisted with research and preparation of a feasibility study for a Class I Path along or adjacent to the existing railroad right of way from the western Farmersville city limits to the eastern Exeter city limits. Research included written and verbal contact with the existing utility providers, Union Pacific Railroad, and the ditch companies to acquire their requirements and/or to determine the feasibility and constraints.

Golden State Corridor Improvements Project, Fresno Council of Governments – Fresno County, CA. *Utility Project Coordinator.*

Provided utility coordination for this 14.2 mile roadway and infrastructure improvement project that encompasses the cities of Kingsburg, Selma, Fowler, and portions of Fresno County. Prepared a comprehensive detailed report for the utility and railroad coordination. Submitted requests to the utility companies requesting copies of plat maps and or redlines showing the locations of their existing facilities within the limits of the project. Coordinated with Union Pacific Railroad and the PUC to accommodate the upgrades and widening of the intersections. This required on-site meetings with the two agencies to review the conceptual plans and discuss requirements. In addition to the street improvements, coordination was also required with the railroad company on the installation of new signals at the intersections or intersections within the vicinity of the crossings.

Town Ditch Project – City of Dinuba, CA. *Utility Coordinator.*

Coordinated with Union Pacific Railroad to obtain a Right-of-Entry Agreement for the City which was required to allow the contractors' equipment to encroach into the railroad right-of-way, although new installations were outside of the operating right-of-way.

Dinuba Recharge Basin – City of Dinuba, CA. *Utility Coordinator.*

Submitted application to PG&E, coordinated with electrical engineer, removal of idle facilities, and facilities check with PG&E. Fielded questions between contractor, client, electrical engineer, and utility company.



Dinuba Northeast Reservoir Project – City of Dinuba, CA. *Utility Coordinator.*

Submitted applications to utility companies and coordinated joint trench requirements, conduit placement and design with the utility companies for the client. Distributed trench design to the trenching agent and fielded questions between contractor, client, and utility companies. Utilities included electric and telephone.

Well Sites 19 & 20 – City of Dinuba, CA. *Utility Coordinator.*

Submitted applications to utility companies and coordinated joint trench requirements, conduit placement and design with the utility companies for the client. Distributed trench design to the trenching agent and fielded questions between contractor, client, and utility companies. Utilities included electric and telephone.

Dinuba RCR/Golf Course Project – City of Dinuba, CA. *Utility Coordinator.*

Submitted applications to utility companies and coordinated joint trench requirements, conduit placement, and design with the electric company for the client. Distributed trench design to the trenching agent and fielded questions between contractor, client, and utility companies. The project included pump stations, maintenance facility, clubhouse, pro-shop, several relocations and a golf cart and walking path. Each aspect required coordination of new utility services, project management, and construction management duties.

Dinuba Golf Course Booster Pump Station – City of Dinuba, CA. *Utility Coordinator.*

Submitted applications to utility companies and coordinated joint trench requirements, conduit placement and design with the utility companies for the client. Distributed trench design to the trenching agent and fielded questions between contractor, client, and utility companies. Utilities included electric and telephone.

Plaza Business Park, Lane Engineers – Visalia, CA. *Utility Coordinator.*

Coordinated with SCE, AT&T, Southern California Gas Company, Comcast, and California Water Services to design the off-site infrastructure required to serve the business park, which was being built in phases. The design also included Phase 1 of the park which stubbed facilities to locations within the park that could easily be extended into future phases as required. Coordinated with the City of Visalia Fire Department to determine fire hydrant locations.

California High-Speed Train Project – Utility Research and Analysis Report. *Project Manager/Utility Project Coordinator.*

The utility team provided a due diligence report for a contractor seeking information for Construction Package 1 (CA-01). Research included gathering and review of information available from the utility companies and agencies along the project route, as well as review of other documents supplied by the client. The 100% deliverable provided proposed conflicts for both wet and dry utilities, relocation cost estimates, and written report explaining the sources of the costs and the assumptions used to prepare the cost estimates. The Quad Knopf project team also developed a Data Request Log to track information received.



Annalisa Perea, LEED AP-ND

Associate Planner

AREAS OF EXPERTISE

- ◆ Project Requirement Compliancy
- ◆ Project Visioning/Modeling
- ◆ LEED Standards Compliancy
- ◆ CEQA/NEPA Compliance
- ◆ Client Liaison

EDUCATION

- ◆ BS, City and Regional Planning, Cal Poly, San Luis Obispo, 2010
- ◆ Architecture & Urbanism Study Abroad, Universidade Federal do Rio de Janeiro, Brazil, 2008

REGISTRATIONS / CERTIFICATIONS

- ◆ LEED AP (Leadership in Energy and Environmental Design), No. 10659427
Specialty Path: Neighborhood Development
- ◆ Certified Regulation VIII Dust Control Plan Preparer - SJVAPCD

PROFESSIONAL ORGANIZATIONS

- ◆ Member, Association of Environmental Professionals (AEP)
- ◆ U. S. Green Building Council, Board of Directors
- ◆ Member, Creative Fresno
- ◆ Former Member, Tree Fresno Board of Directors, 2010 – 2011
- ◆ Fresno Tower District Design Review Committee
- ◆ Leadership Fresno, Class 31, Fresno Chamber of Commerce
- ◆ Historical Fresno High Neighborhood Streetscape Committee

CONTINUING EDUCATION

- ◆ GHG and Climate Change - AEP Institute, August 2016
- ◆ NEPA Workshop, Association of Environmental Professionals, June 2014

Ms. Perea brings expertise in community design and planning, where she maintains a comprehensive and interdisciplinary approach to design that makes her versatile and diverse in her skills. Her experience has spanned the full spectrum from large-scale urban planning assignments to the detailed design of 3D visionary landscape and urban design driven concepts. Ms. Perea has worked in both the private and public sectors, and over the years, has been involved in her community at several levels. She has vast experience with government agency and stakeholder coordination.

She conducts environmental analysis and prepares documentation in compliance with CEQA on a variety of environmental issue areas (e.g., agricultural resources, biology, geology and soils, hazards and hazardous waste, hydrology and water quality, land use and planning, mineral resources, population and housing, public services, recreation, and utilities and service systems). She performs qualitative and quantitative analysis, as well as computerized air quality modeling in support of such documentations. Ms. Perea has prepared numerous CEQA compliance documents for projects including highway and road improvements, residential developments, commercial developments, waste water treatment plants, solar facilities, school facilities, and industrial processing plants.

Ms. Perea brings an interdisciplinary perspective to all of her work, with an understanding on sustainability, innovative designs and socio-economic issues of the urban context.

PROJECT EXPERIENCE

Contract Planning Services – Dinuba, CA. *Associate Planner/Contract City Planner.*

Provided on-site contract planning services to the City of Dinuba. Reviewed preliminary plans and site plans. Prepared Directors Review Permits, staff reports, conditions of approval and other documents for proposed construction, remodeling, and other projects. Prepared environmental documentation for project compliancy with CEQA. Conducted research requests. Assisted public at the counter and telephone with inquiries from applications to zone change requests. Represented the Planning Department at public hearings.

Zoning Amendments – City of Dinuba, CA. *Associate Planner.*

Researched and developed new zoning text and revisions to existing zone text. Responsible for overall content, quality and timeline of deliverables for staff report development.

Marketplace Convenience Store, Private Client – City of Dinuba, CA. *Technical Planner.*

In charge of providing storm water pollution prevention plan (SWPPP) services including technical report, calculations and filing the NOI through SMARTS. Also provided due diligence

- ◆ Bicycle Transportation: On-Street Design & Implementation, UC Berkeley, February 2014
- ◆ Advanced CEQA Workshop, Association of Environmental Professionals, February 2014
- ◆ Principles for LEED Implementation, U.S. Green Building Council, October 2013
- ◆ CA Water Law and Policy Update, Madera County, October 2013
- ◆ Adaptive Metropolis: User-Generated Public Spaces, UC Berkeley, September 2013

services for the approximately 1 acre parcel. Responsible for overall content, quality and timeline of deliverables.

Hanford General Plan Update – City of Hanford, CA. Associate Planner.

Responsible for writing and editing sections for the Hanford General Plan Background Report and goal and policy development. Developed GIS graphics for the City of Hanford Bus Tour as a part of the initial community outreach efforts.

Millerton Health Science University EIR, Granville Homes – County of Fresno, CA. Associate Planner.

Responsible for developing the existing conditions and background sections for the following sections: Population/Housing, Aesthetics, Agriculture, Public Services, Recreation, Land Use. Identifying potential project impacts and for developing mitigation measures to reduce those impacts. Wrote the cumulative and alternative sections. Responsible for overall content, quality and timeline of deliverables for staff report development.

Hanford Pedestrian and Bicycle Plan – City of Hanford, CA. Associate Planner.

The Pedestrian and Bicycle Plan addresses the following deficiencies: unsafe conditions for both pedestrians and bicyclists, outdated safety features and facilities, poor air quality, and connectivity gaps in the current system. The Pedestrian and Bicycle Plan addresses the following strategies to improve safety and improve usage: traffic calming methods; safety education programs; updating existing facilities that may include signage, sidewalks, pavement markings, advanced technologies, bike parking and storage, and linking bike and pedestrian routes to other transit options; remedying connectivity gaps; identifying possible alternative off-street pathway opportunities; and, identifying "activity nodes" and/or key destinations that might be likely candidates along bikeways, and sidewalks and pathways for social gathering.

The project includes three community workshops using surveys, walking tours, graphics, example images, touch key pad survey response system, and large group participation and smaller break-out group charettes.

Urban Greenways, Parks and Open Space Master Plan Initial Study/Negative Declaration – City of Wasco, CA. Associate Planner.

Responsible for conducting the CEQA review for compliancy of the City of Wasco's Urban Greenways, Parks and Open Space Master Plan. Analyzed how the proposed project would affect population and housing within the City of Wasco. Responsible for maps/graphics development and overall content, quality and timeline of deliverables for staff report development.



Jerome Keene

Senior Planner

AREAS OF EXPERTISE

- ◆ Land Use Planning
- ◆ Annexations and LAFCo
- ◆ CEQA Compliance
- ◆ Geographic Information Systems (GIS)

EDUCATION

- ◆ MS, Community Development, University of Nebraska, Lincoln (2016)
- ◆ BA, Geography, California State University, Fresno

PROFESSIONAL ORGANIZATIONS

- ◆ Member of Association of Environmental Professionals (AEP), Central Valley Chapter
- ◆ Member of American Planning Association

PRESENTATIONS

- ◆ San Joaquin Valley Regional Association of California Counties, 2013 Fall Conference
- ◆ Association of Environmental Professionals, Annual Conference, 2016

Mr. Keene has over ten years of planning experience. He has reviewed a number of large development projects, handling CEQA and General Plan compliance. Mr. Keene has also processed annexation requests and wrote and reviewed Municipal Service Reviews for a number of cities and special districts. He is proficient in the use of GIS and has provided services for public agencies that include map creation, data collection, geoprocessing and geodatabases.

PROJECT EXPERIENCE

Community Development Support, Community Development Department – City of Delano, CA. *Senior Planner/Interim Community Development Director.*

Contracted with the City of Delano to provide services as the Interim Community Development Director. Supervised departmental activities such as processing of building permits, entitlements, ordinance preparation, and peer review and management of environmental documents as well as providing guidance and technical expertise related to long-range and current planning issues. Represented the Community Development Department at public meetings and developer initiated meetings to discuss various planning related issues.

Contract Planning Services – Sanger, CA. *Senior Planner/Contract City Planner.*

Provided on-site contract planning services to the City of Sanger. Reviewed preliminary plans and site plans. Prepared Directors Review Permits, staff reports, conditions of approval and other documents for proposed construction, remodeling, and other projects. Conducted research requests. Assisted public at the counter and telephone with inquiries from applications to zone change requests.

Friant Ranch Revised Recirculated Environmental Impact Report – Friant, Fresno County, CA. *Senior Planner.*

Aided in the preparation through technical writing and public outreach for the Revised Recirculated Environmental Impact Report for the proposed Friant Ranch project, a mixed use, active adult community, within Fresno County.

Hanford General Plan Update (EIR, Background Report, Zoning Ordinance Update) – City of Hanford, CA. *Senior Planner.*

Provided support and extensive research for use in drafting various sections of the Background Report, EIR and Zoning Ordinance Update as well as aided in analysis of land uses and graphics through utilization of GIS.

Fresno County Regional Transportation Plan and Sustainable Communities Strategies Environmental Impact Report – Fresno Council of Governments, Fresno County, CA. *Senior Planner.*

Aided in the preparation of the Biological and Cultural sections of the Environmental Impact Report of the Regional Transportation



Plan for Fresno County.

Visalia Zoning and Subdivision Ordinances Update – City of Visalia, CA. Senior Planner.

Provided support, extensive research, and conducted public workshops and stakeholder sessions for use in drafting sections of the Zoning and Subdivision Ordinances Update as well as aided in analysis of land uses and graphics through utilization of GIS.

Sierra College Master Plan Environmental Impact Report – City of Rocklin, CA. Senior Planner.

Aided in the preparation through technical writing of various sections and preparation of GIS exhibits for the Environmental Impact Report for the proposed Rocklin Campus Facilities Master Plan that covers a 20-year development program of both near-term and long-term components.

California Health Sciences University Millerton Campus and Amendment to the Millerton Specific Plan Environmental Impact Report – County of Fresno, CA. Senior Planner.

Aided in the preparation through technical writing of various sections and preparation of GIS exhibits for the Environmental Impact Report for the proposed California Health Sciences University and Amendments to the Millerton Specific Plan project.

Madera County Regional Transportation Plan and Sustainable Communities Strategies Environmental Impact Report – Madera County Transportation Commission, Madera County, CA. Senior Planner.

Aided in the preparation of the Biological and Cultural sections of the Environmental Impact Report of the Regional Transportation Plan for Madera County.

Proposition 218 Special Assessment Compliance Support, Madera County Mosquito & Vector Control District – Madera County, CA. Senior Planner.

Assisted the District with its Proposition 218 responsibilities regarding a special assessment to increase its service fee to cover the costs of controlling mosquito and other vector-borne diseases associated with the yellow-fever mosquito (*Aedes aegypti*) discovered within District boundaries. Assisted with preparation of a detailed engineer's report in support of the special assessment. Led the District's other Proposition 218 compliance activities, including preparing and reviewing notices, ballots and information pamphlets.

City of Chowchilla, Municipal Services Review and Sphere of Influence Update, Madera Local Agency Formation Commission (LAFCO) – Madera County, CA. Assistant Executive Officer/Project Manager.

As staff to Madera LAFCO, managed the contracts with the project consultant, attended public meetings, and reviewed all drafts of the document which analyzed the City's probable service area and estimated municipal service needs based on their newly adopted 2040 General Plan. Aided in preparation of GIS maps and acquisition of appropriate service data for use in the Municipal Service Review.



Georgiena M. Vivian

President

Professional Summary

Georgiena Vivian, President founded VRPA Technologies in 1988. Prior to founding VRPA, Ms. Vivian was employed by Fresno Council of Governments (Fresno COG) between 1978 and 1988. While with Fresno COG, Ms. Vivian was responsible for regional planning programs and studies. With over 44 years of experience in transportation planning and financing, congestions management, traffic engineering, transportation demand management and transportation systems management (TDM/TSM) activities, sustainable communities planning, environmental planning, air quality, climate change, noise analysis and extensive public outreach. Ms. Vivian's experience also includes the preparation of regional and local transportation plans including Congestion Management Programs, County Blueprint Programs, local and regional land use and transportation Smart Growth studies, and associated outreach programs. In addition, Ms. Vivian has prepared numerous engineering, planning and outreach programs for regional planning projects.

Project Experience

- **Goshen Transportation and Community Plan:** As the lead firm, developed the Transportation and Community Plan (Plan) for the community of Goshen; utilized a collaborative approach to address pedestrian and transportation deficiencies; explored options to improve pedestrian and traffic safety, evaluated impacts of major transportation projects, and determined appropriate land use patterns; led community outreach, visioning and solution process; conducted two stakeholder meetings, a community survey and three community workshops.
- **City of Fresno Active Transportation Plan (ATP) and Bicycle, Pedestrian & Trails Master Plan (BPTMP) Update:** As a subconsultant to Fehr & Peers, currently providing outreach services related to the development of the City of Fresno's ATP and BPTMP Update. Responsible for the development of a Project Community Member Database; assisted with the development of a Stakeholder Advisory Committee (SAC) and implementation of SAC working session during strategic intervals of the Plan process; coordinating and assisting with development of two series of Public Workshops to gather input and present draft Plan documents.
- **Atwater-Merced Expressway Project:** Working as a subconsultant to Nolte Associates/NV5, leading the Community Outreach Program to address resident and business issues during construction activities; prepared commuter alerts, media alerts, news releases, public service announcements, and detour mapping related to construction activities; initial project noticing included direct phone contact with affected business; outreach materials distributed via door-to-door contact with updates provided via eblasts; conducted a Media Event in coordination with Merced County, Caltrans, and Merced County Association of Governments including a media tour of the project.
- **Manning Bridge Replacement:** Working as a subconsultant, leading the Community Outreach Program to address resident and business issues during construction activities; responsible for the development of a project webpage for the City of Reedley website; the webpage included project and timeline information, construction advisories, and an area for stakeholders to provide comments; prepared and distributed letters to property owners; developed noticing in English and Spanish which were distributed using the City's automated messaging service; prepared and distributed commuter alerts and public service announcements via eblasts to the Project's media listing.

- **Fresno Council of Governments Regional Transportation Plan (RTP), Measure C Sales Tax Measure Plan, and Associated RTP/SCS and Measure C Expenditure Plan Environmental Impact Reports (EIRs):** Assisted and/or led development of the 1978 through 2014 RTPs and associated EIR documents; developed the 2006 Measure C Expenditure Plan and EIR, as well as Measure C Handbooks and the Implementation Plan. Documents prepared conformed to regional State and federal transportation, air quality requirements; SCS, and CEQA requirements/guidance. Led development of prioritization criteria and methodologies for all modes of transportation and led or assisted with the public involvement process and Steering Committee meetings.
- **Madera County Transportation Commission (MCTC) Regional Transportation Plans/Sustainable Communities Strategy (RTP/SCS), Measure T Sales Tax Measure Plan, and Associated Environmental Impact Reports (EIRs):** Led development of the 2001 through 2014 RTPs, SCS, and EIR documents; developed the 2006 Measure T Investment Plan and EIR, as well as the Measure T Strategic Implementation Plan. Documents prepared conformed to regional State and federal transportation, air quality, SCS, and CEQA requirements/guidance. Led development of prioritization criteria and methodologies for all modes of transportation and led the public involvement process and Steering Committee meetings.
- **Caltrans Statewide Public Engagement Contract:** Provided statewide outreach and communications services to enhance public outreach by facilitating public engagement for transportation planning activities; conducted various outreach activities such as workshops, stakeholder interviews; focus groups, Tribal Listening Sessions for transportation planning and engineering projects.
- **Old Fig Garden Transportation and Land Use Study:** Defined appropriate transitions from the established residential neighborhoods to adjacent City and State transportation corridors; developed transportation and outreach components including traffic calming, safe routes to school, bike and walking trail planning, and traffic issues associated with Christmas Tree Lane; completed existing and future year traffic analysis, Christmas Tree Lane attendee survey; stakeholder interviews; and initial outreach workshop.
- **San Joaquin Valley Blueprint Outreach Program:** Multi-county, multi-agency effort with the ultimate goal of incorporating the counties' recommendations into the Valleywide Blueprint Plan with the intention of preserving and improving the quality of life of the San Joaquin Valley to 2050; engaged communities in a vision process which was then incorporated into the valleywide vision; assisted with the land use and transportation modeling components of the Studies; drafted the framework for the San Joaquin Valley Blueprint Toolkit which when completed will assist the involved counties with implementation of the 12 Valleywide Blueprint Growth Principles.

Professional Qualifications

Education

- California State University, Fresno 1976-1978, Master's Program – Urban and Regional Planning
- California State University, Fresno 1972-1976 (Fall), Bachelor of Arts – Special Major, Urban and Regional Planning

Professional Affiliations

- Institute of Transportation Engineers (ITE), Member, 1992-2011; ITE Council on ITS, 1992-2000, ITE Council of Transportation Planning, 1993-2015
- Chairperson, SJVUAPCD TCM Development Committee, 1989-1992
- Co-manager of the San Joaquin Valley Transportation Control Measure (TCM) Implementation, Monitoring, and Enforcement Program, 1992-1994, Member of the TCM Working Group, 1993-1994, both representing TCAG/TPA
- Chairperson, Statewide MINUTP Traffic Model Users' Group, 1988-1999
- Chairperson/Member - Southwest Region Transportation Model Users' Group (SRTMUG), 1990-2012
- Member – Women In Transportation – 1998-2005



Dena Graham

Outreach | Research Specialist | Marketing | Accounting and Contract Administration

Professional Summary

Dena joined the VRPA Technologies, Inc. team in 2007 as an outreach and administrative consultant. In 2010, she came on board as a permanent member of the staff supporting the VRPA team with multi-disciplinary skills in the areas of account and contract administration, outreach, marketing, and research development.

She brings over twenty years of team-based experience to the table supporting VRPA's partner approach to doing business. Prior to joining VRPA, she coordinated with the project manager on a multi-million dollar freeway contract, supported a small construction company with subcontract administration, and was a member of the Outback Steakhouse team opening new locations in Northern California. She received her Bachelor of Science, Business Administration (Marketing) from San Diego State University and focused her lower division studies in the area of accounting.

Dena's greatest strengths are her flexibility, drive, and willingness to take on any task. She thrives on challenges, particularly those that ensure the team's success. Dena has proven herself as an exceptional communicator and enjoys the "hands on" activities of outreach and marketing. At the same time, her attention to detail ensures a perfect fit on the accounting and contract side of the table.

Project Experience

- **City of Fresno Active Transportation Plan (ATP) and Bicycle, Pedestrian & Trails Master Plan (BPTMP) Update:** As a subconsultant to Fehr & Peers, currently providing outreach services related to the development of the City of Fresno's ATP and BPTMP Update. Responsible for the development of a Project Community Member Database; assisted with the development of a Stakeholder Advisory Committee (SAC) and implementation of SAC working session during strategic intervals of the Plan process; coordinating and assisting with development of two series of Public Workshops to gather input and present draft Plan documents.
- **Atwater-Merced Expressway Project:** Working as a subconsultant to Nolte Associates/NV5, leading the Community Outreach Program to address resident and business issues during construction activities; prepared commuter alerts, media alerts, news releases, public service announcements, and detour mapping related to construction activities; initial project noticing included direct phone contact with affected business; outreach materials distributed via door-to-door contact with updates provided via eblasts; conducted a Media Event in coordination with Merced County, Caltrans, and Merced County Association of Governments including a media tour of the project.
- **Manning Bridge Replacement:** Working as a subconsultant, leading the Community Outreach Program to address resident and business issues during construction activities; responsible for the development of a project webpage for the City of Reedley website; the webpage included project and timeline information, construction advisories, and an area for stakeholders to provide comments; prepared and distributed letters to property owners; developed noticing in English and Spanish which were distributed using the City's automated messaging service; prepared and distributed commuter alerts and public service announcements via eblasts to the Project's media listing.

- **Fresno Council of Governments Regional Transportation Plan (RTP), Measure C Sales Tax Measure Plan, and Associated RTP/SCS and Measure C Expenditure Plan Environmental Impact Reports (EIRs):** Assisted and/or led development of the 1978 through 2014 RTPs and associated EIR documents; developed the 2006 Measure C Expenditure Plan and EIR, as well as Measure C Handbooks and the Implementation Plan. Documents prepared conformed to regional State and federal transportation, air quality requirements; SCS, and CEQA requirements/guidance. Led development of prioritization criteria and methodologies for all modes of transportation and led or assisted with the public involvement process and Steering Committee meetings.
- **Madera County Transportation Commission (MCTC) Regional Transportation Plans/Sustainable Communities Strategy (RTP/SCS), Measure T Sales Tax Measure Plan, and Associated Environmental Impact Reports (EIRs):** Led development of the 2001 through 2014 RTPs, SCS, and EIR documents; developed the 2006 Measure T Investment Plan and EIR, as well as the Measure T Strategic Implementation Plan. Documents prepared conformed to regional State and federal transportation, air quality, SCS, and CEQA requirements/guidance. Led development of prioritization criteria and methodologies for all modes of transportation and led the public involvement process and Steering Committee meetings.
- **Caltrans Statewide Public Engagement Contract:** Provided statewide outreach and communications services to enhance public outreach by facilitating public engagement for transportation planning activities; conducted various outreach activities such as workshops, stakeholder interviews; focus groups, Tribal Listening Sessions for transportation planning and engineering projects.
- **California High-Speed Rail Authority Segment 6 Public Outreach Program:** Assisted with the implementation of the public outreach and education program related to California High-Speed Trains in the Central San Joaquin Valley; responsible for the development of the Scoping Workshop for the High-Speed Train Environmental Impact Report/Statement (EIR/EIS) conducted in March 2009; Assisted with outreach activities leading to the development and certification of the EIR/EIS.
- **Metropolitan Bakersfield Long Range Transit Plan:** As a sub to Nelson Nygaard, completed public scoping tasks for the project. Responsible for implementing a strategic outreach campaign that reached out to the broader community; assisted with coordination of steering committee and supporting stakeholders meetings, designed project branding pieces including a project logo and project fact sheet.

Professional Qualifications

Education

- San Diego State University, 1991, Bachelor of Science – Business Administration, Marketing
- Palomar College, San Marcos, CA 1989, Associate of Arts, Business Administration, Accounting

Years of Experience

- Twenty-three (23) years, Nine (9) years with VRPA

Qualification Summary

- A highly organized, detail-oriented person
- Dedicated and focused: able to prioritize and complete multiple tasks and follow-through to achieve project goals
- An independent and self-motivated professional with excellent research, writing and proofreading skills
- An enthusiastic, friendly team player able to communicate effectively, and cultivate long-term, positive relationships with clients, co-workers and outside resources



City Council Staff Report

Department: CITY MANAGER'S OFFICE

January 10, 2017

To: Mayor and City Council
From: Daniel James, IT Manager
Subject: Public Safety Memorial Project - Presented by Simon Andrews, Graphic Solutions, Inc. (DJ)

RECOMMENDATION

Council to review and provide input on the proposed Public Safety Memorial designs.

EXECUTIVE SUMMARY

Following the site selection which was approved at the July 12 Council meeting, staff contracted with Graphic Solutions to assist in the design of the Public Safety Memorial. Staff is requesting that the Council review and provide input on the proposed Public Safety Memorial designs, enclosed herein as Attachment 'A'.

OUTSTANDING ISSUES

None.

DISCUSSION

Council has identified a Public Safety Memorial as one of their 2015-2018 goals. This goal directs that a Public Safety Memorial be constructed within the City to honor members of our Police and Fire Departments who have fallen in the line of duty.

In order to create this memorial, the Council first selected the appropriate location for the project at the July 12, 2016 Council meeting and directed staff to work with an architect or other professional design firm to prepare conceptual plans and estimated costs for the memorial. Following this meeting, staff requested an estimate from Simon Andrews of Graphic Solutions, who is currently working on the designs for the Wayfinding Signage Program. Mr. Andrews submitted an estimate the fell within the budget of the project and was contracted to create a design concept for the Public Safety Memorial.

The proposed designs are enclosed herein as Attachment 'A'. Staff is recommending that the Council review and provide input on the proposed memorial designs as prepared by Graphic Solutions.

FISCAL IMPACT

The City budgeted \$1,500 for Fiscal Year 2016/17 for the project conceptual designs.

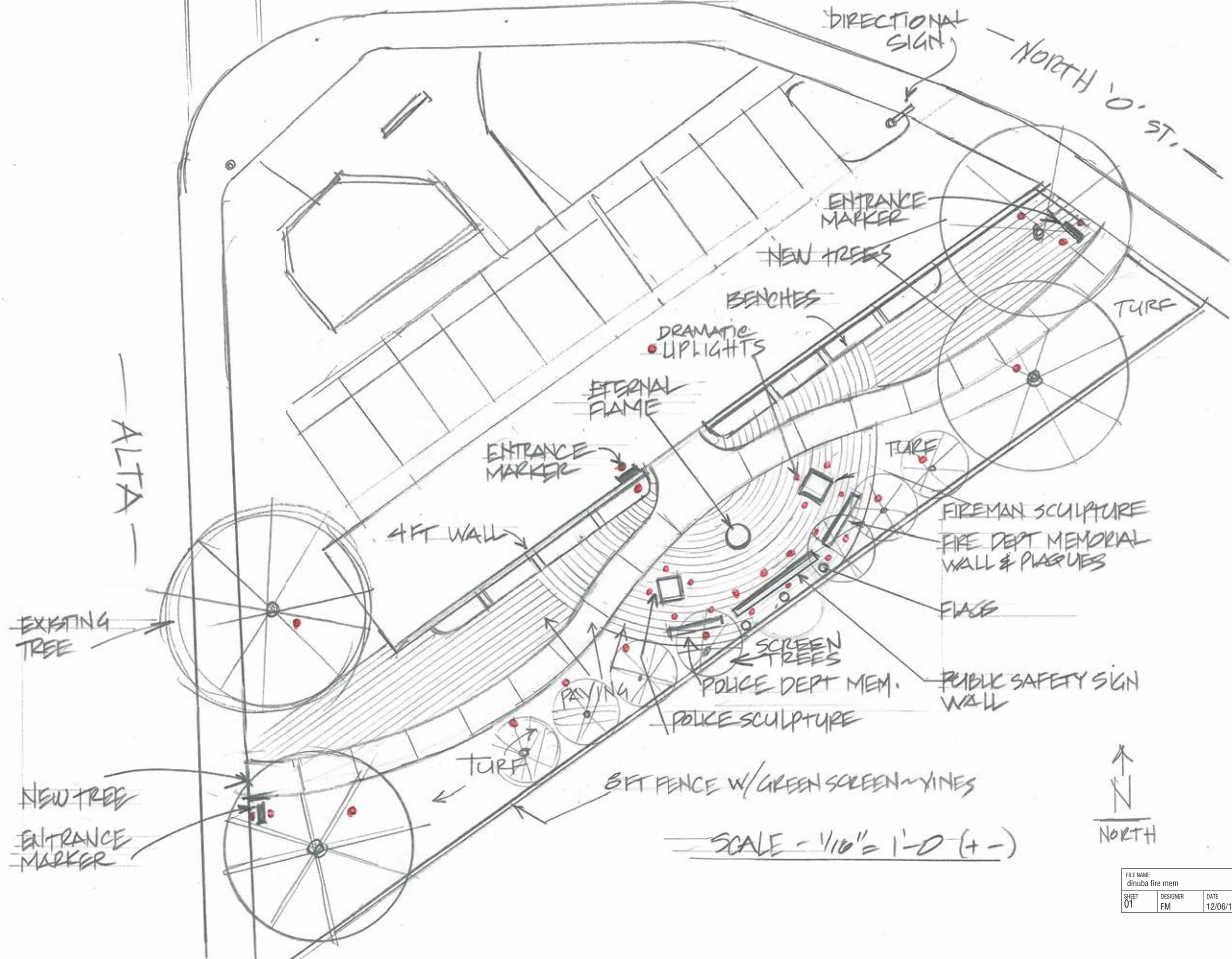
PUBLIC HEARING

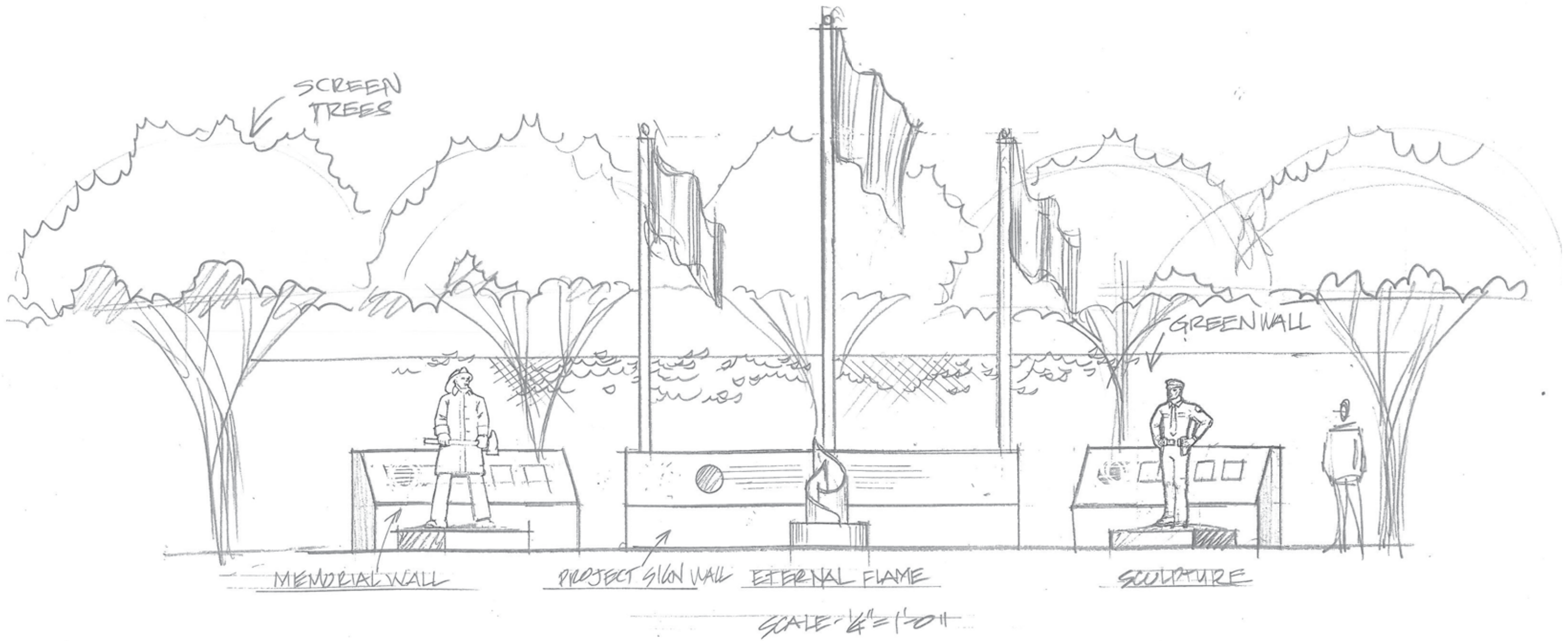
None required.

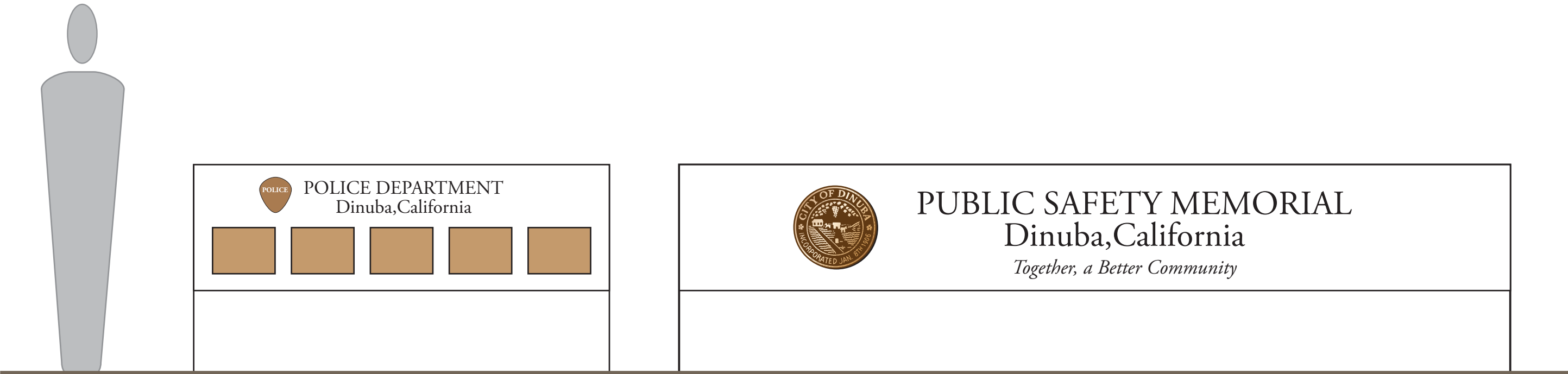
ATTACHMENTS:

[Attachment A: Public Safety Memorial Concept Package](#)

W. FRESNO St.

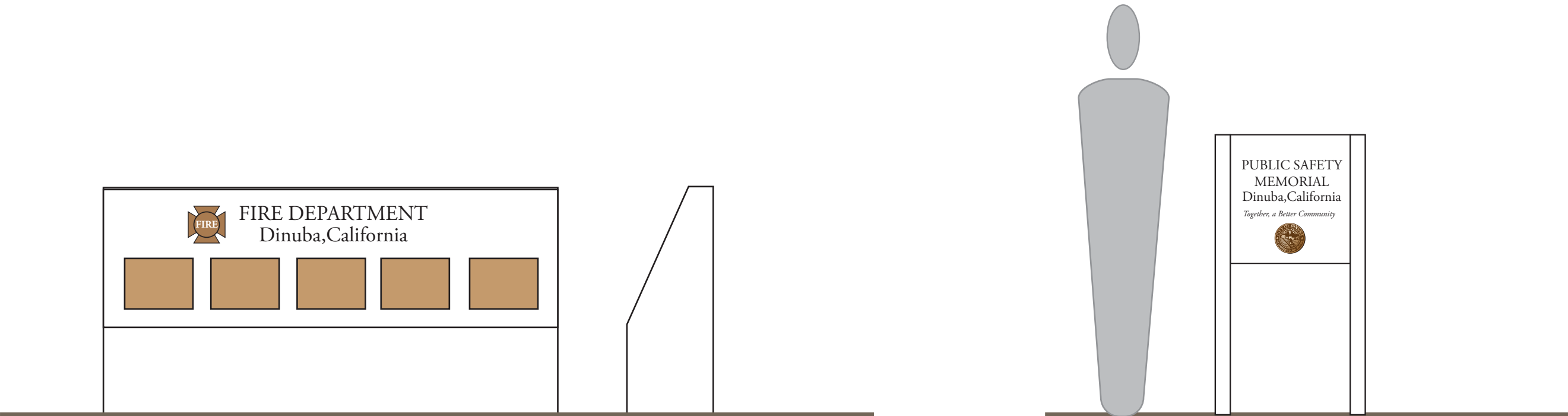






MEMORIAL WALL

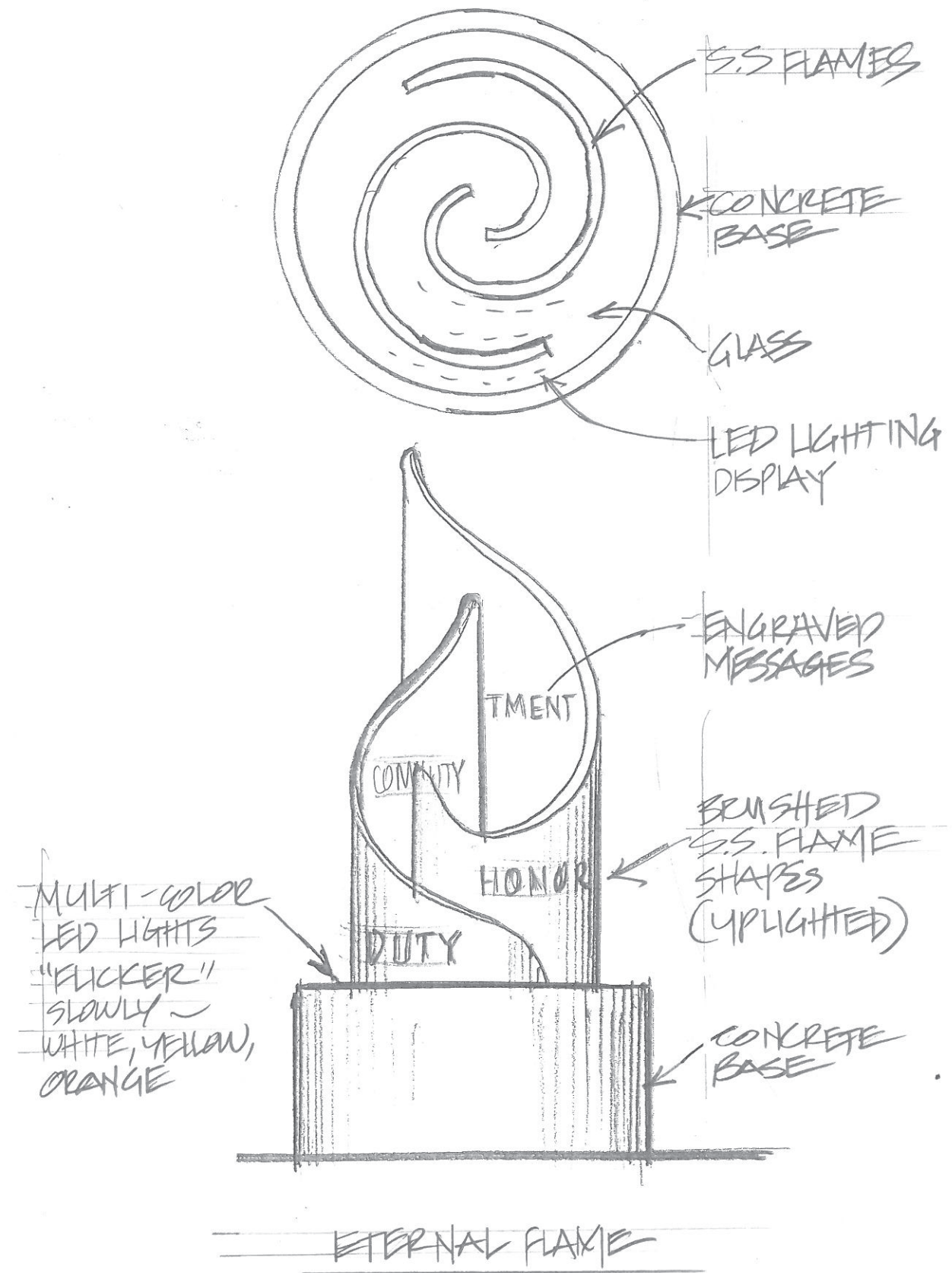
PROJECT SIGN WALL



MEMORIAL WALL

SIDE VIEW

ENTRY MARKER





City Council Staff Report

Department: CITY MANAGER'S OFFICE

January 10, 2017

To: Mayor and City Council

From: Daniel James, IT/Records Manager

Subject: Comprehensive Wayfinding Signage Program - Presented by Simon Andrews, Graphic Solutions, Inc. (DJ)

RECOMMENDATION

Council to review and provide input on the proposed Comprehensive Wayfinding Signage designs.

EXECUTIVE SUMMARY

Staff contracted with Graphic Solutions to assist in the development of a Comprehensive Wayfinding Signage Program. The goal of the program is to provide more clear direction to both residents and visitors traveling throughout the City as well as preparation of a uniform design theme for signage in the community. Staff is requesting that the Council review and provide input on the proposed Comprehensive Wayfinding Signage Program designs, enclosed herein as Attachment 'A'.

OUTSTANDING ISSUES

None.

DISCUSSION

A comprehensive wayfinding system provides the placement of signage at strategic locations to guide the movement of people into and through the community. The primary goal is to efficiently direct the traveling public to key public facilities and points of interest such as City Hall, Downtown, Library, Parks, etc. A secondary, but equally important, goal of the project is the opportunity to create a uniform brand or theme for the City for all sign types (e.g., monument, directional and kiosks).

On July 28, 2016, City Manager Luis Patlan and IT/Records Manager Daniel James held a “kick off” meeting with Simon Andrews of Graphic Solutions to discuss the project. Following this meeting, an internal Wayfinding Signage Committee was formed to provide input and direction on sign location and design. The committee, consisting of representatives from each department, met several times and discussed topics of traffic flow, safety, placement, key points of interest, and signage design elements.

The results of this effort are contained in the Comprehensive Wayfinding Signage Program enclosed herein as Attachment 'A'. Staff is recommending that the Council review and provide input on the sign locations and sign designs as prepared by Graphic Solutions. Staff will include Council's input and prepare a final Comprehensive Wayfinding Signage Program for adoption at a future meeting.

FISCAL IMPACT

The City budgeted \$19,500 for Fiscal Year 2016/17 for the project.

PUBLIC HEARING

None required.

ATTACHMENTS:

[A: Dinuba Concept Package](#)

CITY OF DINUBA

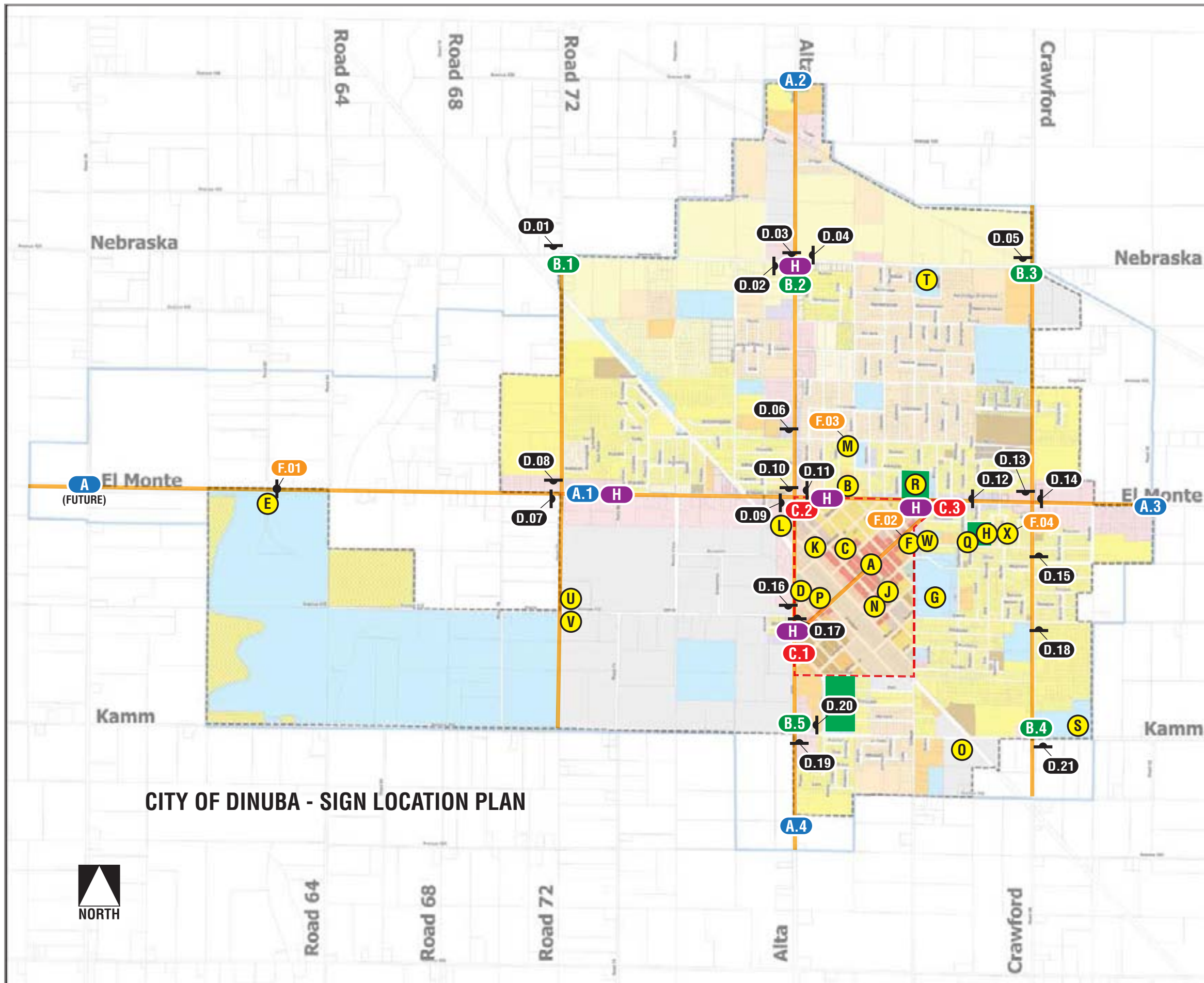
Citywide Wayfinding Gateway Sign Concept Design

Date: 12/6/16

PREPARED BY:

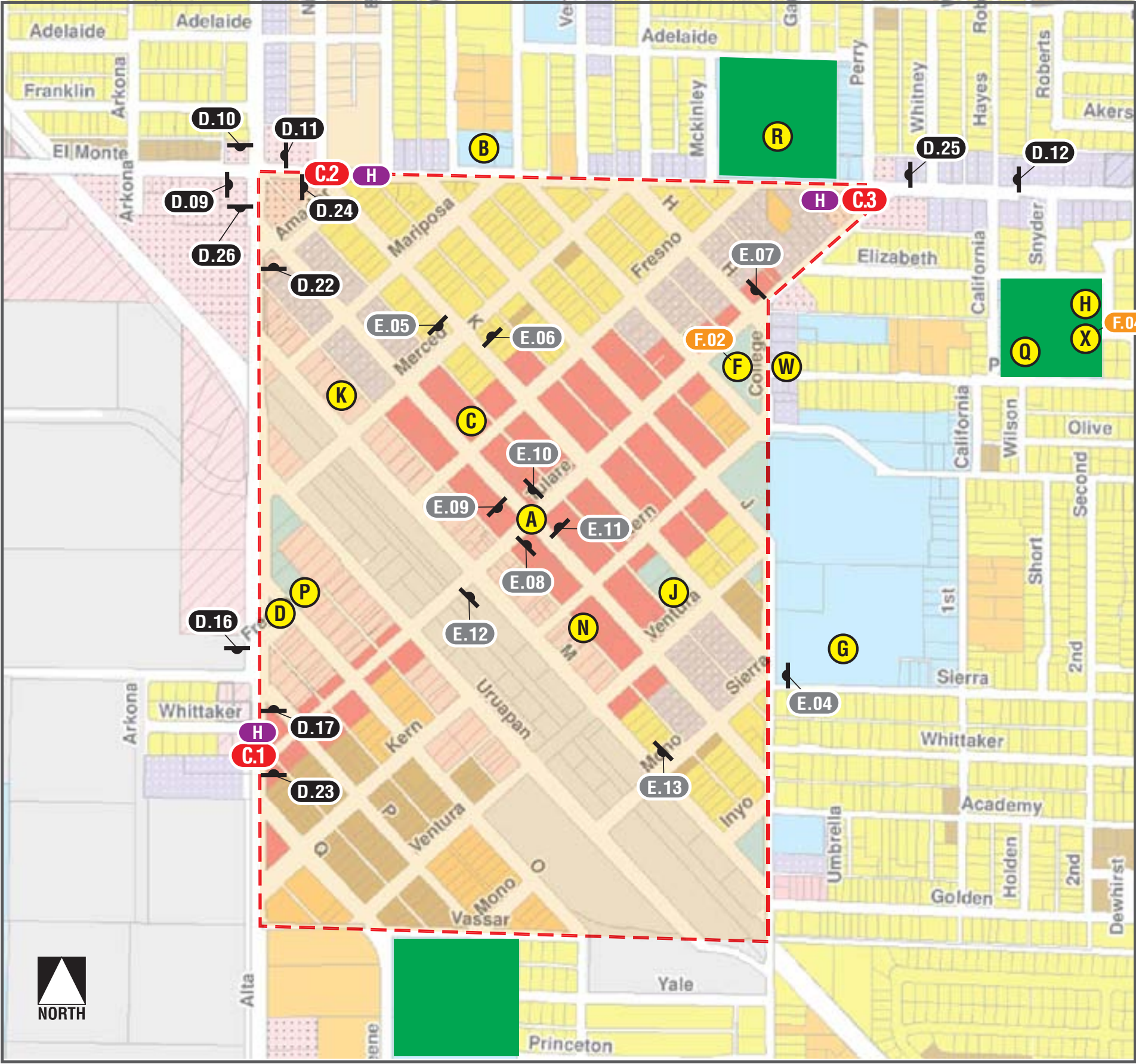


Progress Set
NOT FOR CONSTRUCTION



PROGRESS SET. NOT FOR CONSTRUCTION

FILE NAME Dinuba Wayfinding.ai	GRAPHIC SOLUTIONS ENVIRONMENTAL GRAPHIC DESIGN 2952 MAIN ST. - SAN DIEGO, CA 92113 TEL: (619) 239-1325 FAX: (619) 235-8018	
SHEET 01	DESIGNER JWB	DATE 12/6/16



SIGN TYPES

- A** GATEWAY I.D. SIGN (MAJOR)
- B** GATEWAY I.D. SIGN (MINOR)
- C** DOWNTOWN ENTRY I.D. SIGN
- D** CITYWIDE DIRECTIONAL SIGN
- E** DOWNTOWN DIRECTIONAL SIGN
- F** FACILITY ID SIGN
- H** FORMER BRICK MONUMENT SIGNS

DESTINATIONS

- A** DOWNTOWN
- B** CITY HALL
- C** CHAMBER OF COMMERCE
- D** POLICE / COURT HOUSE
- E** GOLF COURSE
- F** FIRE DEPARTMENT
- G** DINUBA HIGH SCHOOL (FUTURE JR. HIGH)
- H** PARKS & RECREATION CENTER
- J** MUSEUM / TRAIN DEPOT
- K** TRANSIT CENTER
- L** VETERANS MEMORIAL BUILDING
- M** SENIOR CENTER
- N** ENTERTAINMENT PLAZA
- O** PUBLIC WORKS DEPARTMENT
- P** SPORTSPLEX
- Q** ROOSEVELT PARK
- R** ROSE ANN VUICH PARK
- S** K/C VISTA PARK
- T** NEBRASKA PARK
- U** CENTENNIAL PARK
- V** FIRE STATION 2
- W** (FUTURE) PUBLIC SAFETY MEMORIAL
- X** COMMUNITY CENTER

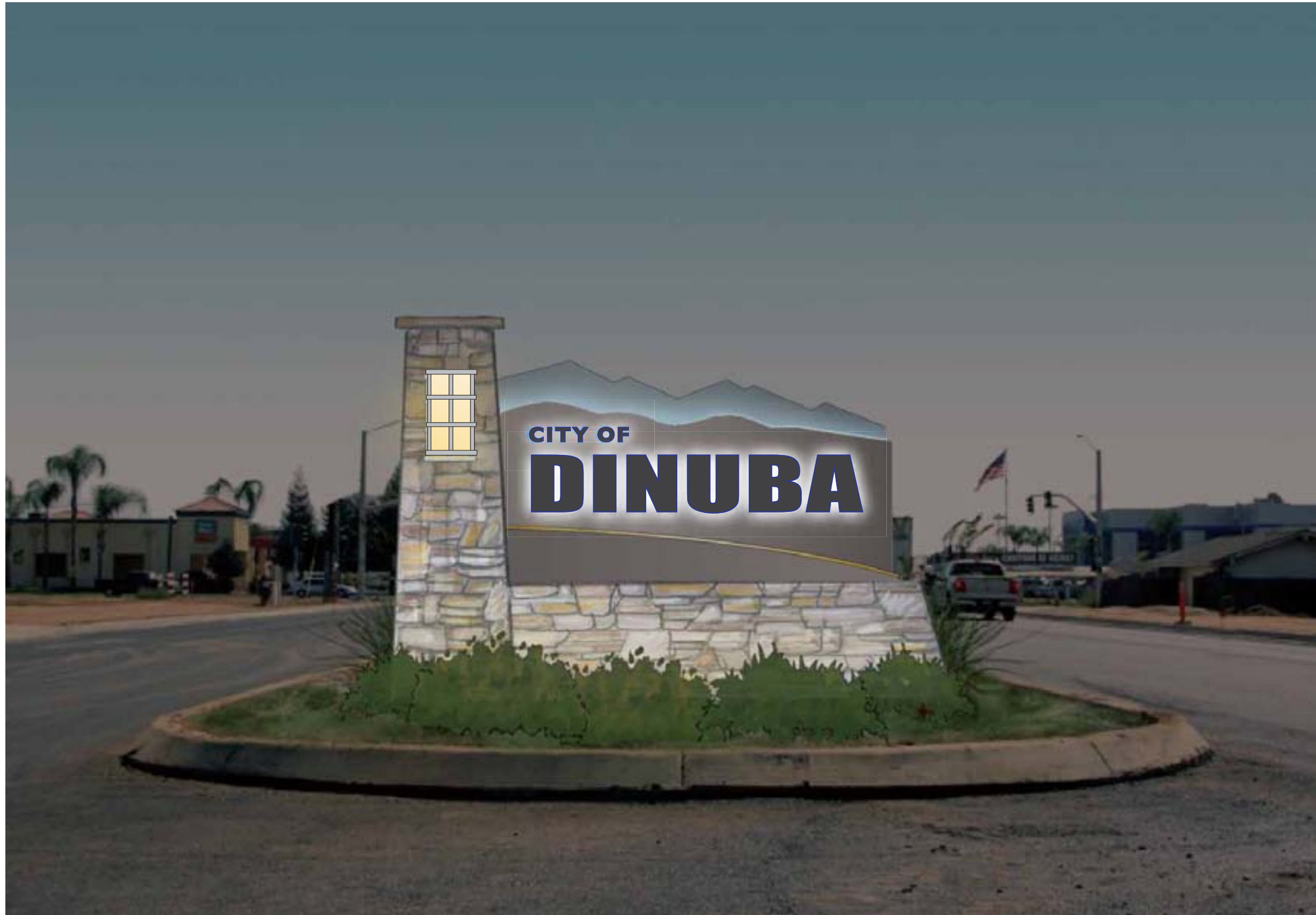
PROGRESS SET. NOT FOR CONSTRUCTION



A.1 GATEWAY ID SIGN (MAJOR)

PROGRESS SET. NOT FOR CONSTRUCTION

FILE NAME Dinuba Wayfinding.ai			
SHEET 03	DESIGNER JWB	DATE 12/6/16	



A.1 GATEWAY ID SIGN (MAJOR)

NIGHTTIME ILLUMINATION - REVERSE CHANNEL LETTERS

PROGRESS SET. NOT FOR CONSTRUCTION

FILE NAME Dinuba Wayfinding.ai			
SHEET 04	DESIGNER JWB	DATE 12/6/16	



C.1 DOWNTOWN ENTRY ID SIGN - ARCH

PROGRESS SET. NOT FOR CONSTRUCTION

FILE NAME Dinuba Wayfinding.ai			 GRAPHIC SOLUTIONS <small>ENVIRONMENTAL GRAPHIC DESIGN 2952 MAIN ST. - SAN DIEGO, CA 92113 TEL: (619) 239-1325 FAX: (619) 235-8018</small>
SHEET 05	DESIGNER JWB	DATE 12/6/16	

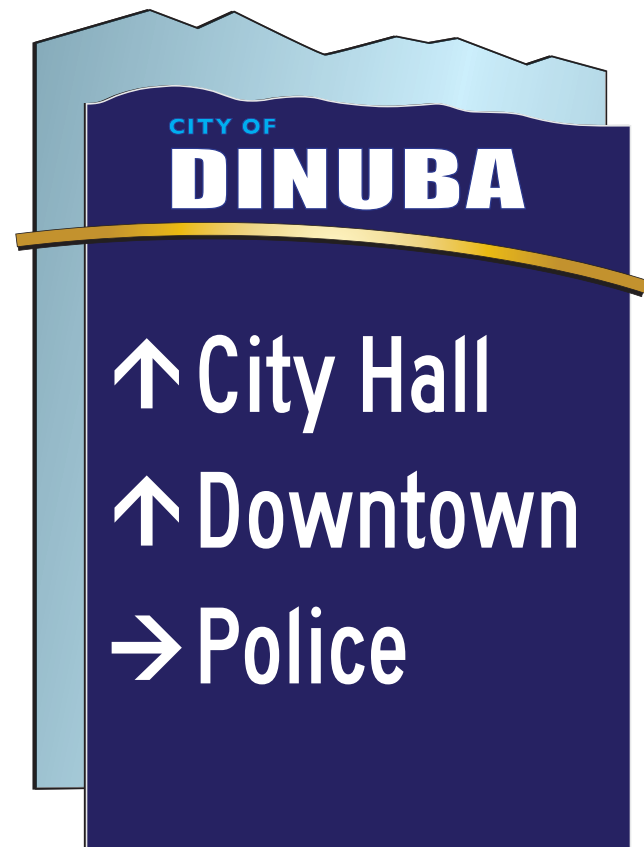


C.1 DOWNTOWN ENTRY ID SIGN - ARCH

NIGHTTIME ILLUMINATION - REVERSE CHANNEL LETTERS

PROGRESS SET. NOT FOR CONSTRUCTION

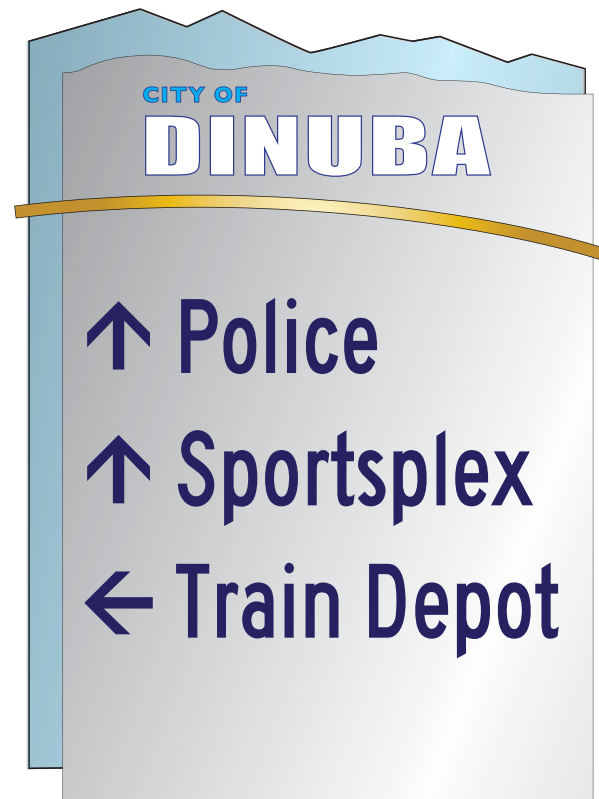
FILE NAME Dinuba Wayfinding.ai			 GRAPHIC SOLUTIONS <small>ENVIRONMENTAL GRAPHIC DESIGN 2952 MAIN ST. - SAN DIEGO, CA 92113 TEL: (619) 239-1325 FAX: (619) 235-8018</small>
SHEET 06	DESIGNER JWB	DATE 12/6/16	



D

CITY-WIDE VEHICULAR DIRECTIONAL SIGN
NOT TO SCALE





E DOWNTOWN VEHICULAR DIRECTIONAL SIGN
NOT TO SCALE

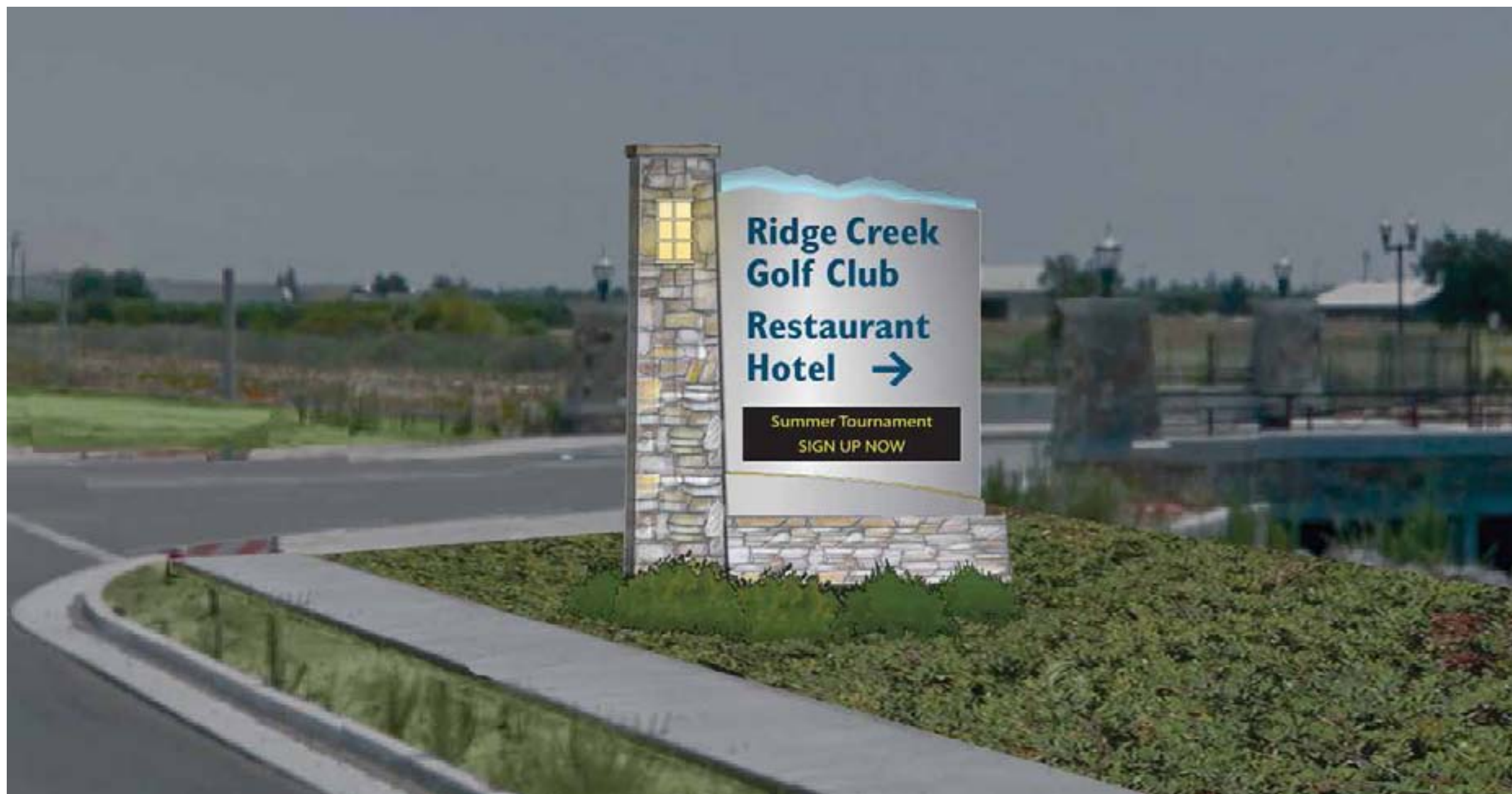




F.01 FACILITY ID SIGN

PROGRESS SET. NOT FOR CONSTRUCTION

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SHEET 09	DESIGNER JWB	DATE 12/6/16	



F.01 FACILITY ID SIGN
NIGHTTIME ILLUMINATION


PROGRESS SET. NOT FOR CONSTRUCTION

FILE NAME Dinuba Wayfinding.ai			 GRAPHIC SOLUTIONS <small>ENVIRONMENTAL GRAPHIC DESIGN 2952 MAIN ST. - SAN DIEGO, CA 92113 TEL: (619) 239-1325 FAX: (619) 235-8018</small>
SHEET 10	DESIGNER JWB	DATE 12/6/16	



F.04 FACILITY ID SIGN

PROGRESS SET. NOT FOR CONSTRUCTION


FILE NAME Dinuba Wayfinding.ai			 GRAPHIC SOLUTIONS <small>ENVIRONMENTAL GRAPHIC DESIGN 2952 MAIN ST. - SAN DIEGO, CA 92113 TEL: (619) 239-1335 FAX: (619) 235-8018</small>
SHEET 11	DESIGNER JWB	DATE 12/6/16	

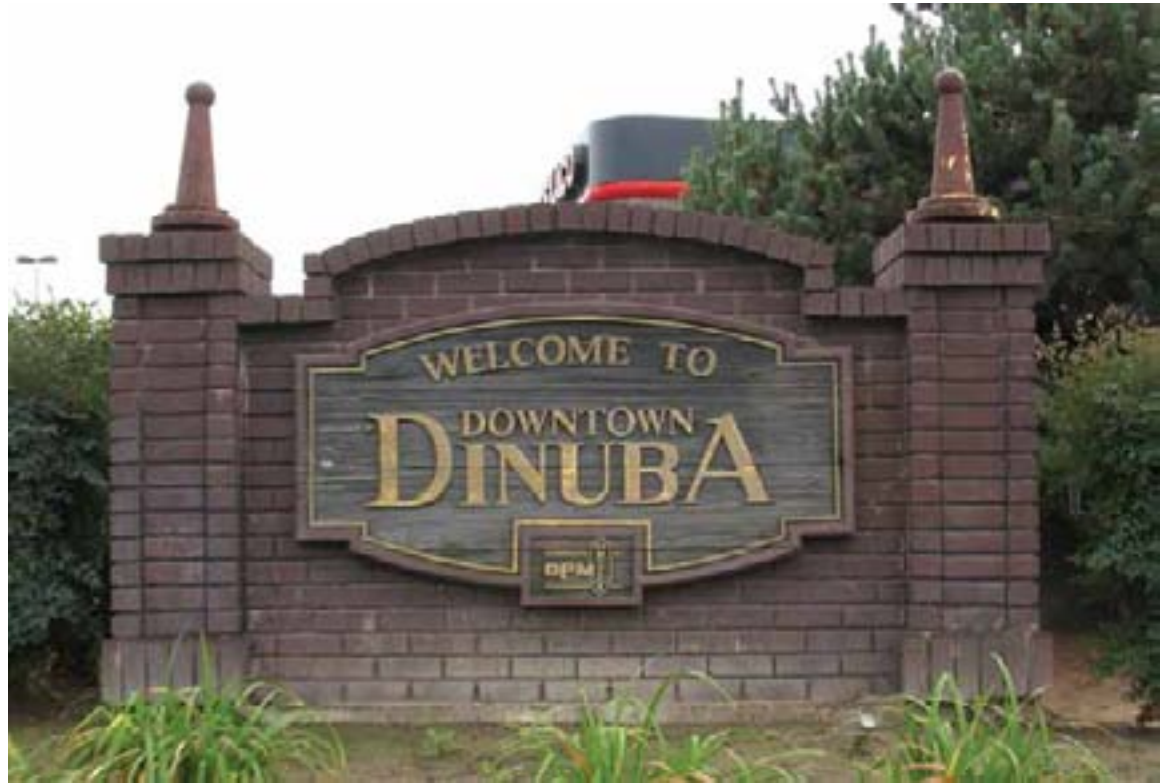


F.04 FACILITY ID SIGN

NIGHTTIME ILLUMINATION - EXTERNALLY ILLUMINATED

PROGRESS SET. NOT FOR CONSTRUCTION

FILE NAME Dinuba Wayfinding.ai			 GRAPHIC SOLUTIONS ENVIRONMENTAL GRAPHIC DESIGN 2952 MAIN ST. - SAN DIEGO, CA 92113 TEL: (619) 239-1325 FAX: (619) 235-8018
SHEET 12	DESIGNER JWB	DATE 12/6/16	



H FORMER BRICK MONUMENT SIGNS

PROGRESS SET. NOT FOR CONSTRUCTION

City of Dinuba
Message Schedule – Concept Draft
10/26/16

Sign Type	Street & Cross Street	Facing Direction	Copy	Notes
A.01	Road 56 & El Monte Way	West	City of Dinuba	
A.02	Alta Ave & Ave 430	North	City of Dinuba	
A.03	El Monte Way & Road 92	East	City of Dinuba	
A.04	Alta Ave & Southern City Limit	South	City of Dinuba	
B.01	El Monte Way & Road 72	West	City of Dinuba	
B.02	Road 72 & Ave 424	North	City of Dinuba	
B.03	Alta Ave & Ave 424	North	City of Dinuba	
B.04	Crawford Ave & Ave 424	North	City of Dinuba	
B.05	Crawford Ave & Kamm Ave	South	City of Dinuba	
B.06	Alta Ave & Kamm Ave	South	City of Dinuba	
C.01	El Monte Way & Alta Ave	West	Downtown Dinuba	
C.02	El Monte Way & Tulare St	East	Downtown Dinuba	
C.03	Alta Ave & Vassar Ave	South	Downtown Dinuba	
D.01	Road 72 & Ave 424	North	^ Downtown ^ Golf Course < Centennial Park	
D.02	Ave 424 & Alta Ave	West	> Downtown > City Hall ^ Nebraska Park	
D.03	Alta Ave & Ave 424	North	^ Downtown ^ City Hall < Nebraska Park	
D.04	Ave 424 & Alta Ave	East	< Downtown < City Hall < Senior Center	
D.05	Crawford Ave & Ave 424	North	^ Downtown ^ Parks & Rec Center > Nebraska Park	
D.06	Alta Ave & North Way	North	^ Downtown ^ City Hall < Senior Center	
D.07	El Monte Way & Road 72	West	^ Downtown ^ City Hall > Centennial Park	
D.08	Road 72 & El Monte Road	North	< Downtown < City Hall ^ Centennial Park	
D.09	El Monte Way & Alta Ave	West	^ Downtown ^ City Hall ^ Rose Ann Vuich Park	
D.10	Alta Ave & El Monte Way	North	< Downtown < City Hall < Parks & Rec Center	
D.11	El Monte Way & Alta Ave	East	^ Golf Resort ^ Centennial Park < Court/Police	
D.12	El Monte Way & Snyder St	East	< Parks & Rec Center ^ Downtown ^ Golf Resort	
D.13	Crawford Ave & El Monte Way	North	> Downtown > City Hall > Parks & Rec Center	
D.14	El Monte Way & Crawford Ave	East	^ Downtown ^ City Hall ^ Parks & Rec Center	

City of Dinuba
Message Schedule – Concept Draft
10/26/16

Sign Type	Street & Cross Street	Facing Direction	Copy	Notes
D.15	Crawford Ave & Park Way	South	< Downtown < Parks & Rec Center < Fire Department	
D.16	Alta Ave & Sierra Way	North	< Sportsplex < Court/Police > Centennial Park	
D.17	Alta Ave & Tulare St	South	> Downtown > Sportsplex <Public Safety Memorial	
D.18	Crawford Ave & Sierra Way	South	< Downtown ^ Parks & Rec Center ^ Fire Department	
D.19	Alta Ave & Kamm Ave	South	^ Downtown < Centennial Park > K/C Vista Park	
D.20	Kamm Ave & Alta Ave	East	> Downtown > Sportsplex > Centennial Park	
D.21	Crawford Ave & Kamm Ave	South	< Downtown ^ Parks & Rec Center > K/C Vista Park	
D.22	Alta Ave & L St.	South	> Downtown > Chamber of Commerce > Entertainment Plaza	
D.23	Alta Ave. & Tulare St.	South	> Downtown > Entertainment Plaza > Fire Department	
D.24	El Monte Way & K St	West	> Downtown > Transit Center > Museum/Train Depot	
D.25	El Monte Way & Tulare St	West	< Downtown < Museum/Train Depot < Fire Department	
D.26	Alta Ave. & L St.	North	< Downtown < Chamber of Commerce < Entertainment Plaza	
E.01	Sierra Way & College Ave	West	> Downtown > Museum/ Train Depot ^ Entertainment Plaza	
E.02	K St & Merced St	West	> Transit Center ^ Museum/Train Depot ^ Shop/Dine	
E.03	K St & Merced St	East	< Transit Center < Chamber of Commerce	
E.04	Tulare St & H St	North	< Fire Department ^ Museum/Train Depot ^ Shop/Dine	
E.05	Tulare St & K St	South	<> Shop/Dine > Museum/Train Depot ^ Fire Department	
E.06	K St & Tulare St	West	<> Shop/Dine ^ Museum/Train Depot < Fire Department	

PROGRESS SET. NOT FOR CONSTRUCTION



City of Dinuba
Message Schedule – Concept Draft
10/26/16

Sign Type	Street & Cross Street	Facing Direction	Copy	Notes
E.07	Tulare St & K St	North	<> Shop/Dine > Transit Center < Museum/Train Depot	
E.08	K St & Tulare St	East	<> Shop/Dine ^ Transit Center > Fire Department	
E.09	Tulare St & M St	South	^ Shop/Dine > Entertainment Plaza < Transit Center	
E.10	Mono St & M St	North	> Entertainment Plaza > Transit Center	
F.01	El Monte Way & Ridge Creek Dr	East/West	Ridge Creek Golf Club Restaurant & Hotel	Dual-faced
F.02	E Tulare & N H St	East/West	Fire Department	Dual-faced
F.03	Eaton Ave. & E North Way	North/South	Senior Center	Dual-faced
F.04	E Elizabeth Way & S Palm Dr	East/West	Community Center	Dual-faced



PROGRESS SET. NOT FOR CONSTRUCTION



City Council Staff Report

Department: PUBLIC WORKS

January 10, 2017

To: Mayor and City Council

From: Cristobal Carrillo, Planner II

Subject: Resolution No. 2017-02, Historic Preservation Commission Two Year Action Plan – 2017 to 2019 (CrC)

RECOMMENDATION

Council adopts Resolution No. 2017-02 approving the Historic Preservation Commission Two-Year Action Plan for 2017-2019.

EXECUTIVE SUMMARY

The Historic Preservation Commission seeks approval of goals and policies to guide Commission actions for the next two years. The principles within the document would focus on incentives, preservation, and Downtown revitalization.

OUTSTANDING ISSUES

None.

DISCUSSION

At their meeting on December 12, 2016 the Dinuba Historic Preservation Commission (HPC) approved a Two Year Action Plan to guide Commission actions to 2019 (see Attachments B & C). The Action Plan updated and honed previous actions listed in the HPC's 2012 "Goals, Policies, and Implementing Measures" document (See Attachment D). The document was updated at the request of the HPC in order to focus on actions that are more achievable. The Goals have subsequently been pared down to focus on the areas of increasing public awareness of historic preservation, preserving and enhancing the Downtown Dinuba area, and providing incentives to encourage preservation. A two year timeframe has been provided to encourage accountability. The document would need to be approved by the Dinuba City Council in order to take effect.

FISCAL IMPACT

None.

PUBLIC HEARING

A public hearing is not required for this item.

ATTACHMENTS:

[City Council Resolution No. 2017-02](#)

[Historic Preservation Commission Two Year Action Plan - 2017 to 2019](#)

[Historic Preservation Commission Resolution No. 2016-01](#)

[Historic Preservation Commission 2012 Goals, Policies, and Implementing Measures](#)

RESOLUTION NO. 2017-02

**A RESOLUTION OF THE CITY COUNCIL OF THE CITY OF
DINUBA**

**Historic Preservation Commission
Two Year Action Plan – 2017 to 2019**

WHEREAS, at a meeting on January 10, 2017, the Dinuba City Council conducted a hearing to consider adoption of Resolution No. 2017-02, Historic Preservation Commission Two Year Action Plan – 2017 to 2019; and

WHEREAS, in 2012 the Historic Preservation Commission adopted a wide-ranging “Goals, Policies, and Implementing Measures” document to guide preservation actions of the Commission; and

WHEREAS, in 2016 the Historic Preservation Commission sought to make the guiding goals more concise, focusing in the areas of increasing public awareness of historic preservation, preserving and enhancing the Downtown Dinuba area, and providing incentives to encourage preservation; and

WHEREAS, the document complies with the requirements of Chapter 14.62 (Historic Preservation) of the Dinuba Municipal Code; and

WHEREAS, the City Council, having considered the staff report and all testimony presented in this matter, was of the opinion that the Two Year Action Plan – 2017 to 2019 should be approved as presented; and

NOW, THEREFORE BE IT RESOLVED that the City Council of the City of Dinuba does hereby affirm in its entirety and adopts Resolution No. 2017-02, approving the Two Year Action Plan – 2017 to 2019.

PASSED, APPROVED and ADOPTED this 10th day of January, 2017 by the following vote:

AYES:

NOES:

ABSENT:

ABSTAIN:

SCOTT HARNESS
Mayor of the City of Dinuba

ATTEST:

LINDA BARKLEY
Interim City Clerk

City of Dinuba

Historic Preservation Commission Two Year Action Plan – 2017 to 2019

MISSION STATEMENT

The Dinuba Historic Preservation Commission is tasked with preserving, promoting, and improving the historic integrity of the City's historic resources for the welfare of the public.

The Two Year Action Plan shall further the Commissions mission by increasing public awareness of historic preservation, preserving and enhancing the Downtown Dinuba area, and providing incentives to encourage preservation.

GOAL NO. 1 – Increase public awareness of Dinuba's historical character.

Responsible Sub-Committee: _____

- A. Work with Public Library to develop/maintain accessible exhibits/archives of City and area historic resources. (GPI 1.1.c) (RG 1E, 1G)
- B. Obtain financing for, develop, and install signage identifying City's historic landmarks/districts. (GPI 1.1.d) (RG 1I)
- C. Continue to develop the Draft Downtown Dinuba Historic District Resources Inventory (RG 1D)
- D. Conduct research into older sites that may be historically significant due to association with important persons/events, and consider appropriate historic designations. (GPI 1.2.b) (RG 1C)
- E. Partner with supporting organizations at all levels to develop/implement outreach projects & programs. (GPI 1.3.a) (RG 1A, 1K, 2C)
- F. Collaborate with partnering organizations to preserve the historic photo collections of the Dinuba Sentinel and Martzen Photography Studio. (RG 1A, 1I)

- G. Foster the inclusion of Dinuba in exhibits at the Tulare County Museum centered on the history of Dinuba.
- H. Continue to add local historic resources to the Dinuba Walking Tour and accompanying pamphlet. (RG 1B)
- I. Create online historical exhibits to be featured on City and Alta District Historical Society websites. (RG 1A, 1G, 2C)
- J. Recommend the designation of qualifying City owned buildings as historic resources. (RG 1B, 2C)
- K. Partner with local organizations to create an annual celebration commemorating the history of Dinuba (Pioneer Days). (RG 1E)
- L. Work with the City of Dinuba to preserve and restore its historic documents.

GOAL NO. 2 – Preserve/enhance historic character of the Downtown as focal point for civic activity and identity.

Responsible Sub-Committee: _____

- A. Develop and adopt a Historic Preservation Element to the Dinuba General Plan outlining goals and policies for preservation of historic resources within the City Limits. (RG 2B)
- B. Encourage the creation and adoption of a Downtown Master Plan outlining goals and policies for the enhancement of the Downtown,

Key

GPI – Original 2012 Goals

RG – Related 2017-2019 Two Year Action Plan Goals

focused on preserving the historic character of its buildings. (RG 2A)

- C. Partner with groups representing the Downtown Dinuba area to improve the quality of the Downtown using historic properties as a focal point. (GPI 1.3.a) (RG 1E, 1J)

GOAL NO. 3 – Foster commercial revitalization & safeguard property values in older historic neighborhoods through preservation.

Responsible Sub-Committee: _____

- A. Establish program providing waivers/fee reductions of building permits for historic resource rehabilitation, in accordance with the "*Secretary of the Interior's Standards for the Treatment of Historic Properties...*" (GPI 5.1.b) (RG 3B, 3C)
- B. Explore programs providing grants, loans, and/or design assistance for façade improvements to existing historic properties in the Downtown and older historic neighborhoods in accordance with design guidelines. (GPI 5.2.a) (RG 3A, 3C)
- C. Provide and promote information for the general public at City offices and other agencies on incentives and programs such as State Building Code relief, fee reductions, grant, loans, design assistance, and other types of assistance. (GPI 5.1.a, 5.3.a) (RG 3A, 3B)

ATTACHMENT “A”

**DINUBA HISTORIC PRESERVATION COMMISSION
RESOLUTION NO. 2016-01**

**A RESOLUTION OF THE HISTORIC PRESERVATION
COMMISSION OF THE CITY OF DINUBA**

**Historic Preservation Commission
Two Year Action Plan – 2017 to 2019**

WHEREAS, at a special called meeting on December 12, 2016, the Dinuba Historic Preservation Commission conducted a hearing to consider adoption of Resolution No. 2016-01, Historic Preservation Commission Two Year Action Plan – 2017 to 2019; and

WHEREAS, in 2012 the Historic Preservation Commission adopted a wide-ranging “Goals, Policies, and Implementing Measures” document to guide preservation actions of the Commission; and

WHEREAS, in 2016 the Commission sought to make the guiding goals more concise, focusing in the areas of increasing public awareness of historic preservation, preserving and enhancing the Downtown Dinuba area, and providing incentives to encourage preservation; and

WHEREAS, the document complies with the requirements of Chapter 14.62 (Historic Preservation) of the Dinuba Municipal Code; and

WHEREAS, the Historic Preservation Commission, having considered the staff report and all testimony presented in this matter, was of the opinion that the Two Year Action Plan – 2017 to 2019 should be approved as presented; and

NOW, THEREFORE BE IT RESOLVED that the Historic Preservation Commission of the City of Dinuba does hereby affirm in its entirety and adopts Resolution No. 2016-01, recommending approval of the Two Year Action Plan – 2017 to 2019 to the Dinuba City Council.

PASSED, APPROVED and ADOPTED this 12th day of December, 2016 by the following vote:

AYES:
NOES:
ABSENT:
ABSTAIN:


Nancy Hoyt, Chair
Dinuba Historic Preservation Commission

ATTEST:


Cristobal Carrillo, Secretary
Dinuba Historic Preservation Commission

**DINUBA HISTORIC PRESERVATION COMMISSION
RESOLUTION NO. 2012-03**

**IN THE MATTER OF THE NOVEMBER 13, 2012 GOALS, POLICIES, AND
IMPLEMENTING MEASURES OF THE HISTORIC PRESERVATION COMMISSION**

WHEREAS, at a regularly scheduled meeting held November 13, 2012, the Dinuba Historic Preservation Commission considered the “Goals, Policies, and Implementing Measures – November 12, 2012” document. The document, submitted by the City of Dinuba, seeks approval of goals, policies, and measures to raise awareness of historic preservation, protect the rights of property owners, and preserve historic resources located within the City of Dinuba; and

WHEREAS, the document complies with the requirements of Chapter 14.62 (Historic Preservation) of the Dinuba Municipal Code; and

WHEREAS, the Dinuba City Council approved the “Goals, Policies, and Implementing Measures” of the Historic Preservation Commission on October 23, 2012; and

WHEREAS, the Historic Preservation Commission was of the opinion that the “Goals, Policies, and Implementing Measures – November 13, 2012” document should be approved as submitted; and

NOW, THEREFORE BE IT RESOLVED, the Dinuba Historic Preservation Commission hereby establishes the following goals, policies, and measures, as listed in Attachment “A” for preservation of historic resources.

The foregoing was duly passed and adopted by the Dinuba Historic Preservation Commission at their meeting held on November 13, 2012, by the following vote:

AYES:
NOES:
ABSENT:
ABSTAIN:

ATTEST:


ED TODD

City Manager/Historic Preservation Secretary


NANCY HOYT
Chair, Historic Preservation Commission

Attachment “A”

City of Dinuba Historic Preservation Commission

Goals, Policies, and Implementing Measures

November 13, 2012

Educational & Cultural Benefits

Goal 1: Increase public awareness of Dinuba’s historical, architectural, and cultural character.

Property Ownership

Goal 2: Uphold the rights of the owners of historic properties and the owners of properties located within historic districts.

Visual & Aesthetic Character

Goal 3: Protect the architectural character of Dinuba’s significant historic properties and historic district areas.

Historic Downtown Dinuba

Goal 4: Preserve and enhance the historic character of the Historic Downtown as a focal point for civic activity and identity in Dinuba.

Economic Benefits

Goal 5: Foster commercial revitalization and safeguard property values in older neighborhoods through preservation.

Sustainability

Goal 6: Promote responsible conservation of energy and materials by rehabilitating and reusing existing historic properties.

Goal 1. Increase public awareness of Dinuba's historical, architectural, and cultural character.

Policy 1.1. Provide information to the general public regarding historical resources and preservation.

Implementing Measure 1.1.a. Establish, maintain, and update as necessary an informational City Register of Historical Resources that lists historic properties and historic districts that have been officially designated or determined eligible for designation, that have been recorded in adopted surveys, and/or that have been otherwise documented as significant resources according to federal, State, and/or local criteria and standards. **Recommended Time frame to Implement: 24-36 months from adoption date, October 23, 2012.**

Implementing Measure 1.1.b. Maintain a preservation information center in City offices that contains a wide range of information available to the public, including: data on identified historic properties and historic districts; fact sheets and application materials related to designation, certification, and preservation incentives; technical bulletins and briefs that outline preservation principles and practices; and handbooks that describe rehabilitation techniques and case studies. **Recommended Time frame to Implement: 24-36 months from adoption date, October 23, 2012.**

Implementing Measure 1.1.c. Work with the Public Library to develop and maintain publicly accessible exhibits and/or archives of historic documents, objects, photographs, and other materials related to historic properties, historic districts, and the physical and cultural development of the city and the local area. **Recommended Time frame to Implement: 12-24 months from adoption date, October 23, 2012.**

Implementing Measure 1.1.d. Develop and install special signage in appropriate locations that identifies Dinuba's significant historic landmarks and districts. **Recommended Time frame to Implement: 12-24 months from adoption date, October 23, 2012.**

Policy 1.2. Continually expand and augment the factual knowledge that has been gathered regarding historic and cultural resources.

Implementing Measure 1.2.a. Update information regarding historical resources on a regular basis (e.g. every five years) by conducting informational surveys that verify existing data and that gather new data on potentially significant properties that were not previously documented and/or properties that became more than 50 years old

during the interim. **Recommended Time frame to Implement: 12-24 months from adoption date, October 23, 2012.**

Implementing Measure 1.2.b. Conduct research of older properties that may not exhibit important architectural values but that may be historically and/or culturally significant because of association with persons and/or events that were important in history. **Recommended Time frame to Implement: 24-36 months from adoption date, October 23, 2012.**

Implementing Measure 1.2.c. Document buildings, sites, and areas significant to the history of Dinuba and located outside of the incorporated City boundary and recommend/undertake appropriate treatments. **Recommended Time frame to Implement: 12-24 months from adoption date, October 23, 2012.**

Implementing Measure 1.2.d. Encourage the Historical Society to conduct an oral history project of Dinuba's historical and cultural development that includes outreach to early residents and their families. **Recommended Time frame to Implement: 12-24 months from adoption date, October 23, 2012.**

Policy 1.3. Partner with historic preservation organizations to promote local preservation activities.

Implementing Measure 1.3.a. Coordinate with historic preservation organizations at the federal, State, and local levels to develop and implement preservation outreach projects and programs that may include: printed and web-based documentation of historic properties and historic districts; historical tours (guided and self-guided); installation and maintenance of markers at important historic properties and historic districts; oral history projects; and examples of successful preservation and rehabilitation projects. **Recommended Time frame to Implement: 24-36 months from adoption date, October 23, 2012.**

Implementing Measure 1.3.b. Apply to become a Certified Local Government (CLG) through the State Office of Historic Preservation (OHP) in order to be recognized at the State level for the community's preservation program and to gain access to additional knowledge, technical resources, and expertise. **Recommended Time frame to Implement: 12-24 months from adoption date, October 23, 2012.**

Goal 2. Uphold the rights of the owners of historic properties and the owners of properties located within historic districts.

Policy 2.1. Inform and seek input of owners of historic properties and/or properties located within historic districts of the locations of historical resources and of preservation policies.

Implementing Measure 2.1.a. On a regular basis (e.g. annually), notify owners of identified and/or owners of designated historic properties and properties located within historic districts of the historic status of their properties, the policies regarding historic properties, the potential benefits of official designation, and the availability of preservation incentives. **Recommended Time frame to Implement: 24-36 months from adoption date, October 23, 2012.**

Implementing Measure 2.1.b. Notify potentially affected property owners when their property is included in an informational survey, environmental review, or other type of potential resource evaluation, and when any policy or procedure related to historic preservation is proposed or considered. **Recommended Time frame to Implement: 24-36 months from adoption date, October 23, 2012.**

Policy 2.2. Ensure that the authorities conducting discretionary and/or building code reviews related to historic properties are educated in principles, practices, and issues related to historic preservation.

Implementing Measure 2.2.a. Provide training for members of City commissions/boards and City staff, who review and make decisions related to the physical development and condition of historic properties, on historic preservation principles, practices, techniques and issues as they relate to planning and development, including the California Environmental Quality Act (CEQA), the *Secretary of the Interior's Standards for the Treatment of Historic Properties with Guidelines for Preserving, Rehabilitating, Restoring, & Reconstructing Historic Buildings*, and economic incentives for preservation. **Recommended Time frame to Implement: 24-36 months from adoption date, October 23, 2012.**

Policy 2.3. Consider potential economic hardship based on property characteristics as a factor in discretionary reviews of proposed projects involving historic properties.

Implementing Measure 2.3.a. Allow for review and consideration of economic feasibility analyses in cases where specific and unique property conditions that may exist (e.g. extensive physical damage,

material deterioration, and structural unsoundness) would make preferred preservation options infeasible to property owners and potential property owners which may provide justification for approval of alteration, relocation, and/or demolition. **Recommended Time frame to Implement: 24-36 months from adoption date, October 23, 2012.**

Goal 3. Protect the architectural character of Dinuba's significant historic properties and historic district areas.

Policy 3.1. Identify and document properties and districts that qualify as historical resources.

Implementing Measure 3.1.a. Compile, maintain, and update as necessary City master list(s) and map(s) of identified historic properties and historic districts that shall be referenced in order to determine if a historic property may be affected by a development proposal. **Recommended Time frame to Implement: 24-36 months from adoption date, October 23, 2012.**

Policy 3.2. Conduct discretionary review of proposed alterations to historic properties and properties located within historic districts.

Implementing Measure 3.2.a. Review development proposals pursuant to the California Environmental Quality Act (CEQA) and integrate the findings of CEQA review into discretionary reviews that are conducted regarding permits and entitlement applications. **Recommended Time frame to Implement: 24-36 months from adoption date, October 23, 2012.**

Implementing Measure 3.2.b. May require a qualified professional in architectural history and/or historic architecture analyze the appropriateness of proposed projects involving historic properties and/or properties located within identified historic districts and make recommendations to the City. **Recommended Time frame to Implement: 24-36 months from adoption date, October 23, 2012.**

Implementing Measure 3.2.c. Adopt design guidelines for identified historic district areas, including specific recommendations for appropriate treatment of contributing buildings, previously altered contributing buildings, non-contributing buildings, and new construction within the district boundaries. **Recommended Time frame to Implement: 24-36 months from adoption date, October 23, 2012.**

Implementing Measure 3.2.d. In cases of proposed demolition of a historic property, require an economic feasibility analysis to be completed and submitted that investigates alternatives to demolition that may include rehabilitation, alteration/addition, and relocation. **Recommended Time frame to Implement: 24-36 months from adoption date, October 23, 2012.**

Policy 3.3. Develop and adopt a Historic Preservation Ordinance and other Zoning Code provisions that implement and integrate principles and practices of historic preservation.

Implementing Measure 3.3.a. Require that all City-owned historic properties and City-owned buildings located within historic districts be maintained in a manner that is aesthetically and historically compatible with the existing historic and architectural character of the subject property and its surroundings. **Recommended Time frame to Implement: 24-36 months from adoption date, October 23, 2012.**

Implementing Measure 3.3.b. Establish a reviewing body and a discretionary review process, when such reviews are deemed appropriate, for proposed alterations to identified historic properties and/or properties located within identified historic districts, and related enforcement and appeals processes. For these purposes, “discretionary” shall mean “when deemed necessary or appropriate by the City.” **Recommended Time frame to Implement: 24-36 months from adoption date, October 23, 2012.**

Implementing Measure 3.3.c. Develop and adopt provisions in the Zoning Code to allow flexibility regarding the use and development standards (such as variances and/or conditional exceptions for required setbacks, lot coverage, use density, site layout, off-street parking, and allowable uses) for existing historic properties and/or properties located within historic districts, in cases where flexibility may result in a greater degree of preservation. **Recommended Time frame to Implement: 24-36 months from adoption date, October 23, 2012.**

Goal 4. Preserve and enhance the historic character of the Historic Downtown as a focal point for civic activity and identity in Dinuba.

Policy 4.1. Preserve, maintain, rehabilitate and reuse existing historic buildings located within the Historic Downtown.

Implementing Measure 4.1.a. Adopt and implement design standards which require alterations to historic buildings to be in accordance with the *Secretary of the Interior's Standards for the Treatment of Historic Properties with Guidelines for Preserving, Rehabilitating, Restoring, & Reconstructing Historic Buildings*. **Recommended Time frame to Implement: 24-36 months from adoption date, October 23, 2012.**

Implementing Measure 4.1b. Understand and offer assistance regarding "Mills Act".

Policy 4.2. Ensure that new development within the Historic Downtown complements existing historic character and architectural styles.

Implementing Measure 4.2.a. Adopt and implement design standards which require construction on existing buildings located within a historic district to be in accordance with the *Secretary of the Interior's Standards for the Treatment of Historic Properties with Guidelines for Preserving, Rehabilitating, Restoring, & Reconstructing Historic Buildings*. **Recommended Time frame to Implement: 24-36 months from adoption date, October 23, 2012.**

Implementing Measure 4.2.b. Adopt and implement design standards which require new structures, buildings, and other such construction located within the Historic Downtown (including properties not located within historic districts) to be compatible with the overall historic and architectural character of the area. **Recommended Time frame to Implement: 24-36 months from adoption date, October 23, 2012.**

Goal 5. Foster commercial revitalization and safeguard property values in older historic neighborhoods through preservation.

Policy 5.1. Offer incentives to owners of historic properties to encourage the preservation, rehabilitation, and reuse of their historic buildings.

Implementing Measure 5.1.a. Promote use of the State Historic Building Code, which provides alternatives to the standard building code that may result in cost-effective preservation of historic materials, features, and character. Provide information on Grants and develop an "Information Center". **Recommended Time frame to Implement: 24-36 months from adoption date, October 23, 2012.**

Implementing Measure 5.1.b. Establish a program that provides for waivers and/or reduction of building permit fees for the rehabilitation of historic designated properties in accordance with the *Secretary of the Interior's Standards for the Treatment of Historic Properties with Guidelines for Preserving, Rehabilitating, Restoring, & Reconstructing Historic Buildings*. **Recommended Time frame to Implement: 24-36 months from adoption date, October 23, 2012.**

Implementing Measure 5.1.c. Establish a Mills Act Property Tax Abatement Program for owners who agree to preserve and maintain their historic designated properties, which provides for reassessment and potential reductions of property taxes. **Recommended Time frame to Implement: 12-24 months from adoption date, October 23, 2012.**

Policy 5.2. Provide financial assistance to owners of historic designated properties located within the Historic Downtown to carry out compatible façade improvements.

Implementing Measure 5.2.a. Establish a program that provides grants, low-interest loans, and/or design assistance to parties to make façade improvements to existing historic properties located within the Historic Downtown area in accordance with adopted design guidelines. **Recommended Time frame to Implement: 12-24 months from adoption date, October 23, 2012.**

Policy 5.3. Make information available to the owners of historic resources and interested parties regarding preservation incentives.

Implementing Measure 5.3.a. Maintain a preservation information center in City offices for the general public that contains fact sheets, application materials, and contact information related to programs that include the State Historic Building Code, the Mills Act, federal tax credits, and any local programs that provide fee reductions, grants, loans, design assistance, and/or other types of assistance. **Recommended Time frame to Implement: 24-36 months from adoption date, October 23, 2012.**

Implementing Measure 5.3.b. On a regular basis (e.g. annually), distribute to all owners of identified historic properties and properties located within historic districts a fact sheet that explains how to apply for and benefit from programs at the federal, State, and local levels that provide economic incentives for preservation. **Recommended Time frame to Implement: 24-36 months from adoption date, October 23, 2012.**

Implementing Measure 5.3.c. Meet with local real estate professionals to explain and promote the benefits of the Mills Act Property Tax Abatement Program for new owners of historic properties.
Recommended Time frame to Implement: 12-24 months from adoption date, October 23, 2012.

Goal 6. Promote responsible conservation of energy and materials by rehabilitating and reusing existing historic properties.

Policy 6.1. Encourage adaptive reuse and rehabilitation of existing historic buildings as a preferred alternative to demolition, major alteration, and/or reconstruction.

Implementing Measure 6.1.a. Work with property owners and their agents to identify feasible project alternatives that minimize material impacts to historic properties by repurposing older buildings while retaining essential historic features, materials, and character.
Recommended Time frame to Implement: 24-36 months from adoption date, October 23, 2012.

Policy 6.2. Provide for property improvements to occur that increase sustainability while retaining essential historic character.

Implementing Measure 6.2.a. Allow “in-kind” replacement of historic materials and features in existing historic buildings with compatible modern equivalents that are designed to improve energy efficiency, repair faulty conditions, and/or substantially extend the life of the structure, provided that overall integrity is not diminished.
Recommended Time frame to Implement: 24-36 months from adoption date, October 23, 2012.

Implementing Measure 6.2.b. Develop illustrated technical guidelines and standards for compatible replacement of windows, doors, siding and roofing that address compatible upgrades of historic materials and features with modern counterparts. **Recommended Time frame to Implement: 12-24 months from adoption date, October 23, 2012.**

Policy 6.3. Consider alternatives and /or remedies to demolition that preserve historic buildings, features, and materials to the greatest extent feasible.

Implementing Measure 6.3.a. Establish a procedure for relocating reusable historic buildings as an alternative to proposed demolition in cases where no other feasible preservation alternative exists, including guidelines for identifying appropriate relocation sites, provisions for safe and secure storage and moving of structures, and legal issues.

*City of Dinuba Historic Preservation Commission
Goals, Policies, and Implementing Measures
November 13, 2012*

Recommended Time frame to Implement: 24-36 months from adoption date, October 23, 2012.

Implementing Measure 6.3.b. In cases of unavoidable demolition, establish procedures to encourage that reusable historic materials and features be salvaged for reuse and that a written/photographic record of original uses be kept with the salvaged materials/features in order to inform appropriate reuse that does not create a false sense of history.
Recommended Time frame to Implement: 24-36 months from adoption date, October 23, 2012.



City Council Staff Report

Department: CITY MANAGER'S OFFICE

January 10, 2017

To: Mayor and City Council
From: Linda Barkley, Deputy City Clerk
Subject: City of Dinuba's Alternate Appointment to TCAG (LB)

RECOMMENDATION

Council to appoint a Council Member as the City's alternate representative to the Tulare County Association of Governments Board (TCAG).

EXECUTIVE SUMMARY

Former City Council Member Mike Smith served as the City's alternate appointment to the TCAG Board. Smith is no longer serving as a Council Member and therefore, a new alternate must be selected.

OUTSTANDING ISSUES

None.

DISCUSSION

The Tulare County Association of Governments (TCAG) is composed of one representative from each of the eight (8) county cities, all five (5) members of the County Board of Supervisors, and three (3) members-at-large.

These sixteen (16) members act as the Council of Governments, the Regional Transportation Planning Agency, the Tulare County Transportation Authority, and the Metropolitan Planning Organization. These members, plus the District Director of Caltrans, sit as the Policy Advisory Committee. A detailed TCAG Board Member Roles and Responsibilities packet is attached (Attachment 'A'). The packet is a draft created in June 2016 but it is expected to be finalized this month. Meetings are held monthly at various locations within the County as listed on the 2017 meeting calendar attached (Attachment B).

When a vacancy occurs appointments to TCAG must be made by the City Council and the appointment must be a seated Council Member. Terms are three (3) years for both the primary and alternate representatives. Our primary TCAG Board Member is Council Member Reynosa; the alternate was former Council Member Smith. With the exit of Smith from the City Council comes a vacancy of our TCAG Board alternate. The vacancy must be appointed by the City Council from amongst its members.

FISCAL IMPACT

None.

PUBLIC HEARING

None required.

ATTACHMENTS:

[A. TCAG Board Member Roles & Responsibilities Packet](#)
[B. 2017 TCAG/TCTA & TAC Meeting Calendar](#)

TULARE COUNTY ASSOCIATION OF GOVERNMENTS GOVERNING BOARD ROLES AND RESPONSIBILITIES

FUNCTIONS AND RESPONSIBILITIES OF THE TCAG BOARD

TCAG serves under several designations, encompassing local, state, and federal responsibilities. TCAG was initially formed as an **Association of Governments** (more commonly known as a Council of Governments, or COG) under a Joint Powers Agreement in 1971. The eight incorporated cities of Exeter, Dinuba, Farmersville, Lindsay, Porterville, Tulare, Visalia, Woodlake, and the County of Tulare are TCAG member agencies. Below is a selection of the stated purposes of TCAG:

- 1) Assist local jurisdictions in obtaining federal assistance by providing advice, counsel, and professional direction;
- 2) Prepare the necessary plans and studies consistent with comprehensive planning goals and objectives;
- 3) Serve as a center for disseminating general planning information of areawide significance to the various local jurisdictions;
- 4) Investigate and prepare recommendations regarding the resolution of conflicts or other circumstances arising from the multiplicity of jurisdictions concerned with comprehensive development;
- 5) Review and coordinate applications for programs utilizing federal funding; and
- 6) Provide a clearinghouse for the coordination and review of all state funded projects.

As a result of the 1980 Census, the Visalia Urbanized Area was designated. The Visalia Urbanized Area originally included the cities of Visalia, Farmersville, and Exeter, and several adjacent unincorporated communities. Every Census boundaries are adjusted; the 2010 Census included the City of Tulare within the officially designated Visalia Urbanized Area.

Once Tulare County received an urban designation, the TCAG Board took on new responsibilities. In 1982, TCAG became the federal **Metropolitan Planning Organization (MPO)** for Tulare County. A number of responsibilities come with this designation, such as: preparation of a Regional Transportation Plan, demonstration of Air Quality Conformity, programming of all projects with federal funding in the Federal Transportation Improvement Program (FTIP), the use and maintenance of a transportation demand model, development of transit plans, and more.

Another major designation of TCAG is as the **Regional Transportation Planning Agency (RTPA)** for Tulare County. A designation by the State of California, this agency is responsible for implementation of the Transportation Development Act, preparation of the Sustainable Communities Strategy (SCS), preparation of the Regional Housing Needs Assessment (RHNA), and more.

Additional designations of TCAG and their purpose are described briefly below. Not every member of the TCAG Board as established under the Joint Powers Agreement are members of every TCAG agency/authority. Board representation is in some cases determined by regulations for that agency's function.

- **Transportation Management Agency (TMA).** After the 2010 Census, the Visalia Urbanized Area exceeded the threshold of a population greater than 200,000. TCAG then received this new designation. TCAG is required to develop a Congestion Management Program (CMP), meet higher standards in transportation demand modeling, and is now subject to a federal certification review.
- **Abandoned Vehicle Abatement (AVA) Service Authority.** Under the California Vehicle Code, \$1 of the registration fee of each vehicle in Tulare County is used for the abatement of abandoned vehicles. Member agencies report abatements to TCAG and TCAG administers the allocation of these funds. Only elected officials on the TCAG Board are a part of the Service Authority.
- **Regional Data Center and Census Coordination Committee.** A state designation, TCAG serves as the local Regional Data Center, providing Census information to agencies and residents. TCAG sits as the Census Coordination Committee during the Census process, and plays a role in ensuring all residents are included in Census counts.
- **Local Clearinghouse.** TCAG is the agency responsible for circulating certain state grant applications to stakeholders throughout the county to soliciting comments regarding grant application conflicts. Comments received are relayed to the applicants.
- **Tulare County Transportation Authority (TCTA).** Measure R, the local transportation sales tax, appointed the elected officials of the TCAG Board as the TCTA for administration of the Measure.
- At board meetings, TCAG also sits as the **Transportation Policy Advisory Committee.** The advisory committee includes an ex-officio position for a representative of Caltrans.

TCAG BOARD MEMBERS

The TCAG Board is comprised of the following:

- a) The five (5) members of the Board of Supervisors.
 - a. Term: during tenure in the office of Supervisor
 - b. Alternates appointed for each member, must be a resident of the county
- b) One (1) councilperson from each city which is a party to the Joint Powers Agreement, appointed by the city councils of such respective cities.
 - a. Term: during tenure in the office of Councilperson, or until replaced by the city
 - b. Alternates appointed by the respective cities, must be a Councilperson
- c) Three (3) residents, over the age of 18, of the county to be appointed by a majority vote of the other members of the governing board of the Association listed in (a) and (b) above at a meeting of the governing board.
 - a. Term: three years
 - b. Alternates appointed in the same manner as the primary members
- d) One (1) representative, to be appointed by the Tulare County Council of Cities, to serve as a representative from a provider of public transit in accordance with 23 U.S.C. as amended by MAP-21.
 - a. Term: three years

ROLES AND RESPONSIBILITIES OF TCAG BOARD MEMBERS

Elected Officials Appointed to the TCAG Board

Elected officials appointed to the TCAG Board include the five members of the Board of Supervisors and one councilperson from each incorporated city. Each member of the TCAG Board has one vote. Roles and responsibilities of the members of the TCAG Board include:

- Receive orientation and training on the roles and responsibility of TCAG as an agency, as well as the responsibilities of individual board members.
- Represent your local agency in a regional context. The focus of TCAG board members shall be on regional cooperation, strategic planning, regulatory compliance, and other issues as presented by the TCAG Chair and Executive Director and under the purview and requirements of the duties of TCAG.
- Attend various meetings, functions, conferences, etc. Attendance of board members is not expected at all events, as TCAG is routinely represented by the agency Chair; however, board members are encouraged to participate in TCAG matters as much as they are able. Examples include:
 - Stakeholder and community meetings
 - Meetings, functions, etc. with local, regional, state and federal partner agencies
 - Advocacy trips to Sacramento and Washington D.C.
 - Project groundbreakings and ribbon cuttings
- Ensure that you are provided the necessary information for decision-making.
- Attend board member training.
- Make every effort to attend TCAG board meetings and workshops.
- Notify your alternate when you will be unable to attend a meeting of the governing board.
- Act as a liaison to your respective local elected board/council.

Public Transit Representative

The Public Transit Representative position on the TCAG Board was approved in 2015 due to a new requirement in the federal transportation authorization bill, MAP-21. This position carries a three-year term and is appointed by the Tulare County Council of Cities. Roles and responsibilities of this position are:

- Receive orientation and training on the roles and responsibility of TCAG as an agency, as well as the responsibilities of individual board members.

- Represent the interests of public transit in Tulare County. This includes the interest of residents and riders in the county, as well as all agencies that provide public transit in Tulare County.
- Serve as the TCAG representative on the CalVans board of governors.
- Attend various meetings, functions, conferences, etc. Examples include:
 - CalVans board meetings
 - Stakeholder and community meetings
 - Unmet Needs Public Hearings
 - Transit forum meetings
 - Meetings of the Social Services Transportation Advisory Council (SSTAC)
 - Events, functions, etc. with local, regional, state and federal partner agencies
 - Advocacy trips to Sacramento and Washington D.C.
 - Project groundbreakings
- Ensure that you are provided the necessary information for decision-making.
- Attend board member training.
- Make every effort to attend TCAG board meetings and workshops.
- Promote and advocate for public transit that serves the residents of Tulare County.

TCAG Board Members-at-Large

As established in the Joint Powers Agreement, the TCAG Board allocates three positions to members-at-large. Each member-at-large has one vote. Members-at-large will be appointed by elected officials that sit on the TCAG Governing Board, and will be selected via an application process. This position carries a three-year term, alternating so that one member-at-large is appointed per year. Rules and responsibilities include:

- Receive orientation and training on the roles and responsibility of TCAG as an agency, as well as the responsibilities of individual board members.
- Regardless of the location of your residence in Tulare County, focus of TCAG board members shall be on regional cooperation, strategic planning, regulatory compliance, and other issues as presented by the TCAG Chair and Executive Director and under the purview and requirements of the duties of TCAG.
- Ensure that you are provided the necessary information for decision-making.
- Attend board member training.
- Make every effort to attend TCAG Board meetings and workshops.
- Notify your alternate when you will be unable to attend a meeting of the governing board.

Alternate Members of the TCAG Board

Roles and responsibilities of the alternate members of the TCAG Board include:

- Receive orientation and training on the roles and responsibility of TCAG as an agency, as well as the responsibilities of individual board members.
- Fulfill the role of a TCAG Board member when the primary appointee for your position is not in attendance.
- Stay current on activities and issues involving TCAG.
- Attend board member training.
- Make every effort to attend TCAG Board meetings and workshops.

TCAG Chair

The TCAG Chair serves a two-year term and is elected from among the members of the governing board. The duties and time commitment required to serve as the Chair will vary from year to year, but is typically very involved. Below are roles and responsibilities of the TCAG Chair:

- Preside at meetings of the board and provide leadership: responsible for ensuring that the necessary business of TCAG is carried out efficiently, effectively, and in an appropriate manner.
- Ensure that key and appropriate issues are discussed by the governing board in a timely manner and ensure the provision of all the necessary information needed on which to base decisions.
- Ensure that in making decisions the governing body takes proper account of statutory and other requirements and constraints.
- Offer both general and specific support to the Executive Director where strategic, major, or contentious issues are involved, such as direction on seeking project funding or handling a personnel matter.
- Act, between board meetings, on matters delegated by the board and respond to requests on matters that do not require board approval, such as the signing of routine documents and responses to outside agencies.
- Exceptional circumstances may arise where an urgent decision is required and it is not possible to convene a meeting of the governing board. In such circumstances, the Executive Director shall seek the approval of the Chair (or in his or her absence the Vice Chair). Any decisions taken in these circumstances must be reported at the next meeting of the board.
- Serve as the TCAG representative of the California Association of Councils of Governments (CalCOG). (Except when one of the TCAG Board members is the Policy Council Chair. In this special circumstance, the Policy Council Chair will also serve as the CALCOG representative)

- Attend various meetings, functions, conferences, etc. Examples include:
 - Stakeholder and community meetings
 - Meetings, functions, etc. with local, regional, state, and federal partner agencies
 - Advocacy trips to Sacramento and Washington D.C.
 - CalCOG annual meeting, National Association of Regional Councils (NARC) conference, California Transportation Commission (CTC) meetings, and others
 - Project groundbreakings
- Assure that TCAG meetings and board members comply with applicable regulations under the Brown Act, Robert's Rules of Order, and other governance standards.
- Call for and appoint members to ad-hoc committees. One example is the committee convened for the annual performance review of the TCAG Executive Director/Agency.
- Undertake all duties and responsibilities that fall within the range expected to execute the duties under the purview of TCAG.

TCAG Vice Chair

The TCAG Vice Chair also serves a two-year term and is elected from among the members of the governing board. The offices of Chair and Vice Chair run concurrently. Roles and responsibilities include:

- Fulfill duties of the Chair in the Chair's absence
- Attend various meetings, functions, conferences, etc. Examples include:
 - Stakeholder and community meetings
 - Meetings, functions, etc. with local, regional, state and federal partner agencies
 - Advocacy trips to Sacramento and Washington D.C.
 - Project groundbreakings

TCAG APPOINTMENTS TO OTHER AGENCIES AND COMMITTEES

TCAG has positions allocated on the boards and committees of several organizations. Listed below are the appointments made by the TCAG Board, and the general roles and responsibilities as TCAG representatives for these positions.

• **San Joaquin Valley Regional Planning Agencies Policy Council.** The Policy Council is comprised of two members and one alternate from the Councils of Governments of each of the counties in the San Joaquin Valley: Tulare, Kern, Kings, Fresno, Madera, Merced, Stanislaus, San Joaquin, and a representative from the San Joaquin Valley Air Pollution Control District. The purpose of the Policy Council is to work together on a regional front, often in the legislative arena. The Policy Council has an adopted legislative platform and typically travels both to Sacramento and Washington D.C. at least once a year. The Policy Council also works on regional issues in general, such as in Goods Movement and Air Quality. The TCAG board appoints two members and one alternate to the Policy Council. Term limits are undefined. If a TCAG representative is elected the Policy Council Chair then that person would then also serve as the TCAG CALCOG representative.

• **CalVans.** TCAG is a member agency of CalVans, which operates as a Joint Powers Authority. CalVans is a very successful vanpool program that operates in many counties throughout California. TCAG is allotted one member and one alternate to the CalVans board. The TCAG Public Transit Representative is the member of CalVans, and the TCAG board appoints the alternate. Term limits for the alternate are undefined.

• **Tulare County Water Commission.** The Water Commission is an advisory committee to the Tulare County Board of Supervisors. The Water Commission is comprised of elected officials, water experts, and community activists and examines a wide variety of water issues that impact Tulare County. TCAG is allotted one position on the Water Commission and the representative is appointed by the board. Term limits are undefined.

• **San Joaquin Joint Powers Authority (SJJPAA).** The SJJPAA is the governing board that manages the Amtrak San Joaquin line. This line provides service between Bakersfield, Fresno, Modesto, Stockton, Sacramento, and Oakland, and is the fifth busiest Amtrak service in the nation. TCAG is allotted one member and one alternate to the SJJPAA. TCAG appoints the member and alternate to the SJJPAA and term limits are undefined.

• **San Joaquin Valley Rail Committee (SJVRC).** The SJVRC can be described as the technical advisory committee to the SJJPAA. TCAG is authorized the appointment of two members and one alternate to the SJVRC. Members must reside in Tulare County, cannot be elected officials, and may not be employees of SJJPAA member agencies. TCAG appoints the members and alternate to the SJVRC and term limits are undefined.

• **California Association of Councils of Governments (CalCOG).** CalCOG is a state organization of Councils of Government of which TCAG is a member. Similar to the San Joaquin Valley Policy Council, CalCOG covers a number of issues relevant to its member agencies. Most often, these issues are either legislative in nature or regarding regulations or other processes affecting councils of governments in the state. As mentioned previously, the TCAG Chair shall serve as the representative on the CalCOG board, except in the instance that the TCAG appointee to the SJV Policy Council is that agency's chair. In that instance, the Policy Council chair will sit as the TCAG representative on CalCOG. Additionally, TCAG appoints an alternate to CalCOG and term limits are undefined.

2017 TCAG/TCTA and TAC Meeting Calendar with Meeting Locations

<u>TAC Meeting (Thursdays, 1:30 p.m.)</u>	<u>TCAG/TCTA Board Meeting</u> <u>(Mondays, 1:00 pm)</u> [^]	<u>Location</u> [#]
January 19, 2017	January 23, 2017 [*]	Farmersville Community Center 623 N Avery Street (Corner of Ash), Farmersville, CA 73223
February 23, 2017	February 27, 2017 [*]	Woodlake Veterans Memorial Building 355 N. Acacia St. Woodlake, CA 93286
March 16, 2017	March 20, 2017	Visalia Convention Center 303 E. Acequia, Visalia, CA 93291
April 13, 2017	April 17, 2017	Tulare Ag Auditorium 4437 S. Laspina, Tulare, CA 93274
May 11, 2017	May 15, 2017	Dinuba Community Center 1390 E. Elizabeth Way, Dinuba, CA 93618
June 15, 2017	June 19, 2017	Tulare County Board of Supervisors 2800 W. Burrel Ave, Visalia, CA 93291
July 13, 2017	July 17, 2017	Lindsay Wellness Center 860 N. Sequoia, Lindsay, CA 93247
August 17, 2017	August 21, 2017	Professional Development Center (PDC) 4031 W. Noble Ave, Visalia, CA 93277
September 14, 2017	September 18, 2017	Porterville Fire Department Training Facility, 500 N. Newcomb Street, Porterville, CA 93257
October 12, 2017	October 16, 2017	Tulare County Board of Supervisors 2800 W. Burrel Ave, Visalia, CA 93291
November 9, 2017	November 13, 2017 [*]	Dinuba Community Center 1390 E. Elizabeth Way, Dinuba, CA 93618
December 7, 2017	December 11, 2017 [*]	Tulare Ag Auditorium 4437 S. Laspina, Tulare, CA 93274

^{*} Exception to standard board meeting dates is due to Holidays or a meeting conflict.

[#] Meeting locations are subject to change.

[^] Times may vary if a workshop precedes a meeting.



City Council Staff Report

Department: CITY MANAGER'S OFFICE

January 10, 2017

To: Mayor and City Council
From: Carlos Sanchez, Interim Finance Director
Subject: Liability Claim (MA)

RECOMMENDATION

Pursuant to Government Code Section 54956.95
Claimant(s): Severina and Cassandra Morales
Agency Claimed Against: City of Dinuba

EXECUTIVE SUMMARY

None.

OUTSTANDING ISSUES

Closed Session discussion.

DISCUSSION

None.

FISCAL IMPACT

Unknown.

PUBLIC HEARING

None required.



City Council Staff Report

Department: CITY MANAGER'S OFFICE

January 10, 2017

To: Mayor and City Council
From: Carlos Sanchez, Interim Finance Director
Subject: Liability Claim (MA)

RECOMMENDATION

Pursuant to Government Code Section 54956.95
Claimant: Alexis Flores
Agency Claimed Against: City of Dinuba.

EXECUTIVE SUMMARY

None.

OUTSTANDING ISSUES

None.

DISCUSSION

Closed Session discussion.

FISCAL IMPACT

Unknown.

PUBLIC HEARING

None.