



City of Kingsburg

1401 Draper Street, Kingsburg, CA 93631-1908
(559)897-5821 (559)897-5568

Bruce Blayney
Mayor

Michelle Roman
Mayor Pro Tem

COUNCIL MEMBERS
Ben Creighton
Staci Smith
Sherman Dix

Alexander J. Henderson
City Manager

AGENDA
KINGSBURG CITY COUNCIL
REGULAR MEETING
WEDNESDAY
FEBRUARY 3, 2016

6:00 P. M.
KINGSBURG CITY COUNCIL CHAMBER
1401 DRAPER STREET

5:00 P.M. CLOSED SESSION TO DISCUSS THE FOLLOWING ITEMS:

1. **Public Employee Evaluation** – Government Code Section 54957
Title: City Manager

Invocation to be given by Dean Youngblood from the Potters House Church, followed by the Pledge of Allegiance led by Mayor Bruce Blayney.

6:00 P.M. REGULAR MEETING

- I. **Call to Order and Roll Call -**
- II. **Public Comments** – This is the time for any citizen to come forward and address the City Council on any issue within its jurisdiction. A maximum of five minutes is allowed for each speaker.
- III. **Approve Agenda** – Action by the Council to approve the agenda or to make modifications.
Note: The type of items that can be added to the agenda is constrained by State law.

(NOTE: Next City Resolution No. 2016-011 -- Next City Ordinance No. 2016-001)

- IV. a. **Consent Calendar** – Items considered routine in nature are to be placed on the Consent Calendar. They will be considered as one item and voted upon in one vote unless individual consideration is requested. Each vote in favor of the Consent Calendar is considered and recorded as a separate affirmative vote in favor of each action listed, except where the item specifically notes a prior recorded opposition or abstention, in which case the present affirmative vote on the Consent Calendar is considered and recorded as reaffirming that prior opposition or abstention. Approval of Consent Calendar items includes recitals reading ordinance(s) by title(s) only and adoption of recommended action(s) contained in staff reports.

1. **Approval of City Council Minutes** – Approve the minutes from the regular meeting held on January 20, 2016 as prepared by City Clerk Abigail Palsgaard.
2. **Check Register**– Ratify/approve payment of bills listed on the check register for the period January 15, 2016 through January 28, 2016 as prepared by Accounts Payable Clerk Grace Reyna.

b. **Pulled Consent Calendar Items:**

V. **REGULAR CALENDAR**

1. **Dispatch Operation Proposal; Item Continued from January 20, 2016 Council Meeting** – Consider Memorandum prepared by Police Chief Neil Dadian to transfer police dispatch operations to Fresno County Sheriff
Possible Action(s):
 - a. Continue Council Discussion
 - b. Action Deemed Appropriate
2. **Discussion to Supply Temporary Water outside Kingsburg City Limits** - Consider Staff report prepared by City Manager Alex Henderson
Possible Action(s):
 - a. Presentation David Mendez, Project Manager of Self-Help Enterprises.
 - b. Council Discussion
 - c. Action as deemed Appropriate
3. **Housing Allocation Declaration** - Consider Staff report prepared by City Manager Alex Henderson
Possible Action(s):
 - a. Presentation by City Manager Alex Henderson
 - b. Council Discussion
 - c. Action as deemed Appropriate
4. **Report on Emergency Well Repair**- Consider Staff report prepared by City Manager Alex Henderson
Possible Action(s):
 - a. Presentation by City Manager Alex Henderson
 - b. Council Discussion
 - c. Informational- No Action Necessary
5. **Council Reports and Staff Communications**
 - a. Community Services Commission –
 - b. Public Safety Committee –

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- c. Chamber of Commerce –
 - d. Economic Development –
 - e. Finance Committee –
 - f. Planning Commission –
 - g. City Manager’s Report –
6. Other Business as May Properly Come Before the City Council
7. Adjourn Kingsburg City Council Regular Meeting.

Any writings or documents provided to a majority of the Kingsburg City Council regarding any item on the agenda will be made available for public inspection in the City Clerks office located at 1401 Draper Street during normal business hours.

**KINGSBURG CITY COUNCIL
REGULAR MEETING
JANUARY 20, 2016**

Meeting Date: FEBRUARY 3, 2016
Agenda Item: IV 1

5:30 P.M. CLOSED SESSION TO DISCUSS THE FOLLOWING ITEMS:

- 1. Public Employee Evaluation** – Government Code Section 54957
Title: City Manager

Council Members present: Ben Creighton, Sherman Dix, Staci Smith and Bruce Blayney.

Council Members absent: Michelle Roman.

Invocation to be given by Ed Ezaki from the Kingsburg Community Church, followed by the Pledge of Allegiance led by Mayor Bruce Blayney.

REGULAR MEETING

Call to Order and Roll Call – Mayor Bruce Blayney called the regular meeting of the Kingsburg City Council to order at 6:04pm.

Council Members present: Ben Creighton, Sherman Dix, Staci Smith and Bruce Blayney.

Council Members absent: Michelle Roman.

Public Comments – None.

Approve Agenda – Council Member Creighton asked that they change Regular Calendar Item Number 1 to be the Chamber update and Regular Calendar Item Number 2 to the police dispatch. Mayor Blayney said that those changes were acceptable. A motion was made by Council Member Creighton, seconded by Council Member Smith, to approve the agenda with the above mentioned changes. The motion carried by unanimous voice vote of those Council Members present.

Consent Calendar – A motion was made by Council Member Smith, seconded by Council Member Creighton, to approve the Consent Calendar. The motion was carried by unanimous voice vote of those Council Members present.

- 1. Approval of City Council Minutes** – Approve the minutes from the regular meeting held on January 6, 2016 as prepared by City Clerk Abigail Palsgaard.
- 2. Check Register**– Ratify/approve payment of bills listed on the check register for the period December 29, 2015 through January 14, 2016 as prepared by Accounts Payable Clerk Grace Reyna.
- 3. Financial Summaries** – Approve Financial Summaries for the month of December 2015 as prepared by Finance Director Maggie Moreno.
- 4. 2016-2017 City of Kingsburg Budget Schedule** – Approve 2016-2017 City of Kingsburg Budget Schedule as proposed. Schedule prepared by City Manager Alex Henderson.

5. **Approve a Letter of Support for the San Joaquin Valley Transit Electrification Project**
6. **Award the Simpson Street Water Service Improvements Project** – Award the Simpson Street Water Service Improvements Project to JT2, Inc., DBA Todd Companies, in the amount of \$145,571.00. Report prepared by City Engineer David Peters.
7. **Approve Tract 5609 Subdivision Agreement Time Extension** – Report prepared by City Engineer David Peters.
8. **Appointments to the Kingsburg Planning Commission** – Affirm Mayor Blayney's appointment of Troy Cozbey to the Kingsburg Planning Commission for the remainder of a four year term to expire in November 2018.
9. **Appointments to the Kingsburg Community Services Commission** – Affirm Mayor Blayney's appointment of Brian Griffin to the Kingsburg Community Service Commission.
10. **California Beverage Container Recycling Payment Program Resolution** – Adopt Resolution No. 2016-010 authorizing submittal of application of payment for the California Beverage Container Recycling Payment Program. Resolution prepared by City Clerk Abigail Palsgaard.

Pulled Consent Calendar Items- None.

REGULAR CALENDAR

Chamber of Commerce Update

Executive Director Adam Castaneda notified City Council that his presentation will not be as in-depth as normal because of tonight's agenda. Annual dinner is next Thursday. It is an opportunity for citizens and Chamber Board Members to honor citizens. Other upcoming events are the annual Car Show, Swedish Festival, 4th of July, and band concerts. The Chamber is very busy this time of year.

Mr. Castaneda stated that there is an opening for the position of assistant/bookkeeper. The Chamber feels that with goals for this year, this position will free him up so that he can focus on more things. There is also interest from the colleges for internships. Mr. Castaneda then introduced Amanda Hunter, California Map Art Company. He said the Chamber is seeking City contribution for the map project and that the proposal is included in the council packet. Council Members were then given a list of sponsors.

Ms. Hunter, from California Map Art Project, said she is working with artist Colleen Mitchall-Veyna who had previously painted murals throughout Kingsburg. Ms. Hunter stated that her job is to come in and find out about the town. There will be an original 3x4 canvas painting made by Ms. Mitchall-Veyna. All businesses that participated will get a framed signed print. Ms. Hunter said that there will be a map wrap party at the Kingsburg Historical Park, the artist will be there. There will be folded maps that will fit in hotel kiosks and realtors' welcome baskets. On the back of the map there will be a street map along with a full directory. Ms. Hunter thought that this would be a good tool for the blossom trail and for people

that will want to visit. She said Kingsburg is a beautiful town and it has really retained the beautiful character of the city.

Council Member Dix asked if there was any way to convert the painting into digital form. Ms. Hunter said yes, they digitalize the painting and offer it to the City if they would like to put it on their website for a small fee. She said they are working on making it interactive. Ms. Hunter also said that the Chamber will have an abundance of posters and extra folding maps. She said that working with Colleen has been a pleasure.

City Manager Henderson suggested that the proposal go back to the Finance Committee for approval since it hadn't been budgeted. Mayor Blayney then referred it to the Finance Committee.

Dispatch Operation Proposal

Mayor Blayney advised the public that there was a lot of copies of facts on the back counter.

Police Chief Neil Dadian stated that with the current police dispatch staff shortages a full position is filled with per diem dispatchers from neighboring cities. The availability of per diem dispatchers has gone down due to the shortage of dispatchers at their own police departments. So, that shift has been covered by supervisory backfill and mandatory overtime shifts. Right now the cost per resident for the police dispatch is \$24.17. If we were to contract with the Fresno Sheriff's Office (FSO) it would reduce to \$14.61.

Chief Dadian also spoke about the need for updated equipment. As of right now they are not able to record phone calls or radio traffic. He is concerned that some cases are not being investigated due to not having the recording. He also spoke about how the radios are old, not commercial grade, and are an officer safety problem. FSO will purchase radios on loan for five years with no interest. Another safety concern is only having one dispatcher on duty at a time. Chief Dadian said that these dispatchers are not given proper breaks, and if they do have a real break an officer needs to come in from the field to cover the break. Because of the short staffing there is no coverage for training and there is a greater chance of burnout.

Out of the four current dispatch employees Chief Dadian said they would fill a new Police Services Technician position. This position would cover front counter traffic during lobby hours and be in charge of evidence. He said Sheriff Mims offered dispatch jobs, none were interested. Chief Dadian finished with the statement that it is vital that police officers use the 21st century technology that they deserve. He then showed a power point presentation of pictures of the current dispatch center and the FSO dispatch center.

Sheriff Mims stated that she has staff with her including Lieutenant Brandon Purcell. Lt. Purcell is a FSO dispatch supervisor and a resident of City of Kingsburg. She said that should this be approved tonight, she also has a vested interest. It is the closest city to where she lives. She shops here and she has two grandkids that go to school here. With approval of the proposal, the City of Kingsburg will not be in charge of hiring of personnel, discipline, and equipment. She also touched on the fact they have 2 back up dispatch centers in case something goes wrong at their main center. Currently, out of 45 dispatch

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positions, they have 6 openings and she is willing and able to hire Kingsburg Police Department's dispatchers. Sheriff Mims spoke about the unfortunate death of an FSO Deputy that was caused by radio inoperability in Fresno County. She said if this proposal is approved, she will personally be available.

Mayor Blayney stated it might be good to discuss the process of when someone calls 911.

Sheriff Mims said a call taker will take the phone call and the caller will explain the emergency. While this is happening the call is being entered and sent to the dispatcher, and the dispatcher dispatches the call.

Mayor Blayney asked how it shows up to the officer.

Sheriff Mims said the calls will come up immediately on the officer's computer. It is the individual agency's sergeants who are in charge of dispatching the calls once they are entered.

Mayor Blayney asked, in a confirming way, if our shift sergeant will be the controlling entity of the priority of calls.

Sheriff Mims said yes, the shift sergeant can break officers from a call to respond to a higher priority call if needed.

Council Member Dix inquired about the redundancy issue Sheriff Mims spoke about and the backup dispatch centers.

Sheriff Mims said that they have had to use the backups in the past because of fire alarms and the computer server going down. She said FSO has their own IT, so it is pretty responsive. There was discussion about inoperability and the importance of cities and the counties being able to communicate at a fast pace during a pursuit or other incidents.

The Mayor stated that a major concern is having staffing. When dispatch is under staffed, it is hard to bring people in on overtime and per diem. We run into issues if you don't give people proper breaks. It results in a lot of stress. He said he has real concerns on handling our own personnel.

Sheriff Mims said the FSO brings in light duty deputies to cover shifts and budgeted overtime shifts for dispatchers.

Mayor Blayney asked Chief Dadian about technological issues up and coming and if they are expensive to address.

Chief Dadian- spoke about the base radio the Police Department received from Clovis PD as used 1980's equipment in 1992. Last time it was worked on parts were bought off of eBay and their technician told them next time it goes out there is nothing they can do about it. He said there are hardware and software issues and the handheld radios are in bad shape. The Police Department has spent a lot of money to get them repaired, sinking good money into bad radios. The radios are not a part of inter-operability and do not fall under the guidelines that the Federal Government mandates.

Council Member Dix asked the Sheriff about employment opportunities. The Sheriff said that if any dispatcher would like to apply, they would need to go through the hiring process just like any other employee.

Council Member Dix asked about the concern citizens have with response times and being putting on hold. Sheriff Mims replied that there shouldn't be a change in response time. FSO has standards they hold their dispatchers to and Kingsburg would not wait behind other cities. The Sheriff then offered City Council a tour of dispatch so they can see what the process is.

a. Public Comment

Maria Blackwell asked if the City Council went and toured FSO's dispatch. She said she believes that FSO dispatch could do a good job. She said her concern is how the City will notify the citizens of what number to call for different services. Mayor Blayney said do you have a concern that the City is not going to effectively communicate the change in procedure?

City Manager Alex Henderson said that the City would engage the newspaper, utilities bills, specific mailer, website, weekly newsletter, Facebook, and other social media outlets. He said it will be a continuous education process just as it was with water usage and water fines.

Margie Smith asked how many went to tour the dispatch center? City Council responded that only Council Member Staci Smith was able to attend. Ms. Smith then asked, how are you making an informed decision?

Mayor Blayney said that he is making an informed decision based on the evidence presented to him and on trusting his staff. As a past volunteer firefighter, he understands how hard it is and couldn't do what dispatch does. But he also understands the change in technology and that FSO is a first class operation.

Ms. Smith said dispatchers feel under appreciated. She spoke about informing the citizens about decisions and asked if the dispatchers would go at the same rate of pay. The Mayor answered that in civil service if you are qualified the pay rate is usually similar. Sheriff Mims also responded about how they have openings for lateral dispatchers.

A citizen spoke about being embarrassed that the technology is so far behind. She knows that it doesn't fall on Chief Dadian, but wanted to know if the City has looked at different options. She also wanted to know if the dispatchers will know certain landmarks and places in the City.

Chief Dadian said he found out how far behind the technology was in May of 2015. Since then he has looked at many options to move forward, and contracting with FSO is his best advice and recommendation. Mayor Blayney stated that locations are up to the responding officer. The dispatcher relays the information the caller gives. The citizen stated that she would be in favor of paying more taxes to keep dispatch local.

Mayor Blayney said that Council has considered a Public Safety Sales Tax. It is a difficult and time consuming process taking about one year to one and a half years.

Chief Dadian said the time constraint for a decision is because of the State 911 upgrade and staffing the old equipment. He said if the base radio went out he wouldn't have another option.

Council Member Creighton said that for a Public Safety Sales Tax you would need a two thirds public vote. City Council cannot make that decision.

Carl Thomas said, why does everything have to happen now, we need more Federal funded dollars. The Mayor said he understands that there is real concern. All agendas and minutes are public knowledge but the only answer to that is that we work through these things. He said we are trying to make use of social media to reach out.

The City Manager said that the idea for contracting for dispatch was first brought to the Finance Committee who then approved it to be recommended to the Public Safety Committee and City Council. He said we have been working on it for 6-8 months in these committees that are open to the public. Once the proposal was approved by the Finance Committee and was reviewed by the Public Safety Committee, it was brought to the City Council. The need for a decision now is because of staffing, 911 dispatch upgrade, and radio equipment, which makes for a small time frame.

Mayor Blayney said we have to take it or leave it. We have to make a decision. Things like this don't get better by sitting on it. When you are elected for City Council we need to work through these things. When Chet Reilly resigned we had only one applicant. People either trust us or nobody wanted the job. The public trusts the City Council to make the best decision. He said he would like to get Federal funding, but we don't qualify for grants.

Lori Sanders said she would like to thank Sheriff Mims and that she would feel safe if we contracted with FSO. She said she is sad it wasn't budgeted for and wanted to know if she had to file a police report Thursday at 2pm could we file a report? Chief Dadian said yes, an officer will come to you. Ms. Sanders then spoke about Healdsburg who was in a similar position. She gave City Council printed information for their review.

Brenda Prado asked if it was a rush because of 911 and asked how FSO dispatch would handle dog calls. Mayor Blayney said that is one the factors. Chief Dadian then said our level of customer service will stay the same. The dispatcher is going to pass on all information and his officers will decide after that. He said we will continue to keep a list in the Police Department.

b. Council Discussion

Council Member Creighton said it comes down to public safety. What is going to happen if the radio goes down now? He said he is concerned and is thinking of the safety of the people of Kingsburg.

Council Member Dix said citizens are not comfortable coming here to speak. A lot of people have a concern about the office hours of the Police Department being opened 8am-5pm. He said that maybe this is something to be thought out more in this process. He said he is concerned about the state of our equipment and about two people having an emergency at one time.

Council Member Creighton said it is an intriguing thought to use some of the savings to keep the lobby open 24/7. Chief Dadian spoke about how he has been looking to use volunteers at the front counter. He also said that police officers will always be available.

Council Member Smith said she has had a lot of difficulty with this. She said she has sat with local dispatchers and toured at FSO and she agrees that they will provide an excellent service. She stated that she is worried about the customer service side but she also recognizes the safety side. She said she is frustrated that there hasn't been a lot of community outreach. She said it is disheartening. She is trying the best she can to get the information out there. She appreciates everyone who came and spoke out and their input.

Mayor Blayney said he was contacted individually, including a written communication from Charlie Soto who expressed his concerns. He said he lives in Kingsburg and he doesn't like change but you have to trust who you are doing business with and trust your staff. He said on that bases, he trusts his staff. They have done a good job providing information and he feels they have enough information.

Council Member Creighton said he is concerned because Council Member Roman is not here. Council Member Dix said he hears the concern that they have not toured FSO's dispatch and that he will go for a more informed decision.

A motion was made by Council Member Creighton, seconded by Council Member Dix to defer the decision to no later than the next meeting, February 3, 2016. The motion carried by unanimous voice vote of those Council Members present.

Crime Statistics report for the Month of December 2015

Police Chief Neil Dadian said that stats are flat for the most part. The main problem is auto theft and that they are looking for ways to attack that. He also stated that he is looking to reformat the way his reports look and should have it ready soon. He stated that he will also give a one year overview.

Council Member Creighton asked if there has been any local arrests for the auto theft. Chief Dadian said auto thefts are spiking all over the county. He doesn't have an answer right now in regards to suspects. There have been no arrests.

Second Quarter Organization Goals Update

City Manager Alexander Henderson stated that he has given Council updates of each department's goals so they can see where they are. The Police Department has implemented Citizens on Patrol and has purchased the interceptors. He said for Community Services, Ashlee Winslow – Schmal is working really hard to make sure pool staff is trained and is about to open the hiring process for lifeguards and we can now train outside agencies. He said we are working closely with Marion Villa for more participation at the senior center. The City Manager stated for Public Works the dog park now has water, and we are looking for shade and landscaping. He said we have converted all public medians to drip irrigation to be proactive. Public Works is continuously working on wells with 4 out of 7 going down the past year. We are trying to figure out what the issue is during this low use time.

Mr. Henderson spoke about City Hall including the Distinguished Budget Presentation Award, comprehensive finance report, annual financial policies, and the website enhancement. In regards to the

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website he said he is hoping to go live at the end of February. It is more user friendly for citizens and staff. He said Fire has reduced the ambulance fund liability and are hoping to get Inter Government Transfer money by the end of February. He said Fire has hired 19 reserves who will assist in responses. This will also make a large pool of people to hire. All ambulance billing is done through Novato.

Council Reports and Staff Communications

- a. Community Services Commission – City Manager Alex Henderson said they haven't met because they couldn't get a quorum.
- b. Public Safety Committee – Council Member Creighton said they met last week and discussed dispatch. Conni Delinger spoke about Klass fingerprinting, set for April 30, 2016.
- c. Chamber of Commerce – Council Member Smith said there was a reorganization of the board but nothing changed.
- d. Economic Development Committee– City Manager said they are set to meet next Thursday.
- e. Finance Committee – Mayor Blayney said they are set to meet now on February 4th due to a conflict with the COG meeting and Chamber's dinner.
- f. Planning Commission – The City Manager said they met in January. The next meeting is February 11, 2016.
- g. City Manager's Report – The City Manager said that he wanted to include the invite for the Blossom Trail Opening Ceremony Invitation. Mayor Blayney said Council Member Roman will attend. Mayor Blayney and City Manager Henderson spoke about the forming of a water coalition to try to get more water on a Federal and State level through COG.

Other Business as May Properly Come Before the City Council

The City Manager said we received a nice note from KCAPS for the toy drive.

Adjourn Kingsburg City Council Regular Meeting. At 8:23pm the regular meeting was adjourned.

Agenda Item: IV 2

PREPARED 01/29/2016, 8:23:27
 PROGRAM: GM3501
 CITY OF KINGSBURG

A/P CHECKS BY PERIOD AND YEAR
 FROM 01/15/2016 TO 01/28/2016

BANK CODE

CHECK DATE	CHECK NUMBER	VENDOR NAME	VENDOR #	CHECK AMOUNT	*ALL*
01/15/2016	68631	LESLIE'S POOL SUPPLY	2102	1,708.27	
01/15/2016	68632	AECOM TECHNICAL SERVICES, INC.	2095	10,850.00	
01/15/2016	68633	APLAC	102	735.68	
01/15/2016	68634	AMERTAS LIFE INSURANCE CORP.	1496	4,423.52	
01/15/2016	68635	ANDERSON STRIPING & CONSTR., I	994	1,471.25	
01/15/2016	68636	ARMANDO'S SMOG	434	675.00	
01/15/2016	68637	AT&T CABINET 2 *	1634	467.19	
01/15/2016	68638	AT&T MOBILITY	970	539.70	
01/15/2016	68639	AUTOMATED OFFICE SYSTEMS	56	282.82	
01/15/2016	68640	BATTERY SYSTEMS	42	303.77	
01/15/2016	68641	BENETRAC	564	425.00	
01/15/2016	68642	BERMAN'S FLOWERS	166	59.52	
01/15/2016	68643	BEST UNIFORMS	449	120.12	
01/15/2016	68644	BILL'S AUTO REPAIR OF KINGSBUR	2096	476.38	
01/15/2016	68645	BOB ERICKSON	8888	40.00	
01/15/2016	68646	BOB'S COMPLETE APPLIANCE REPAIR	1373	196.82	
01/15/2016	68647	BSK ASSOCIATES	1527	1,700.00	
01/15/2016	68648	C A P T O	729	50.00	
01/15/2016	68649	CAL STATE TERMITTE AND PEST	1508	460.00	
01/15/2016	68650	CALIFORNIA FORENSIC INSTITUTE	2065	400.00	
01/15/2016	68651	CALIFORNIA PEACE OFFICER'S ASS	382	180.00	
01/15/2016	68652	BARBARA CARPENTER	1681	990.00	
01/15/2016	68653	CASTELIANOS SERVICES	2093	1,500.00	
01/15/2016	68654	CENTRAL SANITARY SUPPLY	25	235.46	
01/15/2016	68655	CENTRAL VALLEY OVERHEAD DOOR	2026	13,996.64	
01/15/2016	68656	CENTRAL VALLEY SWEEPING, INC.	117	419.26	
01/15/2016	68657	CHADS AUTO GLASS	163	130.00	
01/15/2016	68658	CITY CLERKS ASSOC. OF CA	356	175.00	
01/15/2016	68659	CITY CLERKS ASSOC. OF CA	356	2,115.00	
01/15/2016	68660	COLLINS & SCHOETTLE	1970	20.25	
01/15/2016	68661	COLONIAL LIFE	92	285.25	
01/15/2016	68662	COMCAST	2011	113.67	
01/15/2016	68663	COMCAST	2061	262.59	
01/15/2016	68664	COMCAST	952	22,445.96	
01/15/2016	68665	COOK'S COMMUNICATIONS CORP.	496	483.30	
01/15/2016	68666	COUNTY OF FRESNO, -TREASURER	793	185.00	
01/15/2016	68667	CPRS AQUATICS	1201	430.72	
01/15/2016	68668	DEARBORN NATIONAL	118	56.40	
01/15/2016	68669	DIVISION OF STATE ARCHITECT	1957	787.29	
01/15/2016	68670	DOLLAR TREE STORES, INC.	8888	4,160.33	
01/15/2016	68671	EAST BAY TIRE CO.	279	9,858.00	
01/15/2016	68672	ESO SOLUTIONS	2001	450.00	
01/15/2016	68673	FBINAA CALIFORNIA CHAPTER	2099	5,337.75	
01/15/2016	68674	FIDELITY SECURITY LIFE	1804	900.00	
01/15/2016	68675	FORENSIC NURSE SPECIALISTS, INC	612	234.22	
01/15/2016	68676	FRESNO COUNTY SHERIFF	136	853.05	
01/15/2016	68677	FRESNO COUNTY SHERIFF	203	103.65	
01/15/2016	68678	FRESNO-MADERA AREA AGENCY ON A	64	924.00	
01/15/2016	68679	DANIEL FRIES	1993	295.07	
01/15/2016	68680	DANIEL FRIES	1993	295.07	
01/15/2016	68681	G & K SERVICES	962	776.46	

PREPARED 01/29/2016, 8:23:27
 PROGRAM: GM350L
 CITY OF KINGSBURG

A/P CHECKS BY PERIOD AND YEAR
 FROM 01/15/2016 TO 01/28/2016

BANK CODE

CHECK DATE CHECK NUMBER VENDOR NAME VENDOR # CHECK AMOUNT

CHECK DATE	CHECK NUMBER	VENDOR NAME	VENDOR #	CHECK AMOUNT
01/15/2016	68682	GOLDAK	1442	97
01/15/2016	68683	GRAINGER	320	32.30
01/15/2016	68684	HAROLD ROGERS	8888	50.00
01/15/2016	68685	HEALTHWISE SERVICES	175.00	175.00
01/15/2016	68686	ALEX HENDERSON	1945	157.50
01/15/2016	68687	HENRY SCHEIN, INC.	1904	515.18
01/15/2016	68688	HOOK-FAST SPECIALTIES, INC.	955	843.44
01/15/2016	68689	J'S COMMUNICATIONS, INC.	617	731.10
01/15/2016	68690	JACK'S REFRIGERATION, INC.	153	615.00
01/15/2016	68691	JC'S LAWN SERVICE	307	2,149.00
01/15/2016	68692	MAGNOLIA TIMEZ	1972	50.00
01/15/2016	68693	MARNIE JONES	2012	100.00
01/15/2016	68694	KAHN, SOARES & CONWAY, LLP	1517	11,878.87
01/15/2016	68695	KAISER FOUNDATION HEALTH PLAN	131	8,411.81
01/15/2016	68696	KELLER FORD LINCOLN	1134	358.98
01/15/2016	68697	KEVIN NICKELL	1892	75.00
01/15/2016	68698	KINGSBURG CHAMBER OF COMMERCE	8888	700.00
01/15/2016	68699	KINGSBURG VETERINARY CLINIC	1506	44.42
01/15/2016	68700	KMART	72	179.33
01/15/2016	68701	L.N. CURTIS & SONS	72	3,790.70
01/15/2016	68702	LAW & ASSOCIATES	171	600.00
01/15/2016	68703	LEAGUE OF CALIFORNIA CITIES	167	5,617.00
01/15/2016	68704	LEAL DESIGN & ADVERTISING	383	250.00
01/15/2016	68705	MARY LOU CLIFTON	2101	200.00
01/15/2016	68706	ROBERT MCGEE	8888	188.73
01/15/2016	68707	MYCOMMUNITY MOBILE	247	99.00
01/15/2016	68708	NAPA AUTO PARTS	1912	429.72
01/15/2016	68709	NELSON'S ACE HARDWARE	477	1,335.06
01/15/2016	68710	NELSON'S ACE HARDWARE	104	8,389.88
01/15/2016	68711	NEXTTIVA	2100	1,780.23
01/15/2016	68712	O'REILLY AUTO PARTS	1965	596.10
01/15/2016	68713	P G & E	1882	14,417.57
01/15/2016	68714	CORINIA PADILLA	186	100.00
01/15/2016	68715	PLO'S FIRST AID & CPR	1812	120.00
01/15/2016	68716	POWERPLAN - OIB	419	9,941.50
01/15/2016	68717	PROFESSIONAL PRINT & MAIL, INC	2058	801.33
01/15/2016	68718	PROVOST & PRITCHARD	1982	5,540.80
01/15/2016	68719	PURCHASE POWER	2084	105.16
01/15/2016	68720	RICOH USA, INC.	1541	202.30
01/15/2016	68721	SHAWN RISENHOVER	1889	252.00
01/15/2016	68722	ROHI IN POOL SERVICE & REPAIR	1641	2,345.00
01/15/2016	68723	ROOF DIAGNOSTICS/NRG HOME SOLA	1641	76.00
01/15/2016	68724	RUSH ADVERTISING SPECIALTIES	1353	2,828.39
01/15/2016	68725	SEM HEALTHCARE CORP.	8888	129.00
01/15/2016	68726	SAGAR FAMILY CORP.	1010	616.52
01/15/2016	68727	SAVE MART SUPERMARKETS	1376	184.28
01/15/2016	68728	SEQUOIA HOMES	883	350.00
01/15/2016	68729	SEIGER ROOFING	2094	250.00
01/15/2016	68730	SILVAS CORPORATE OFFICE	8888	421.21
01/15/2016	68731	SILVAS OIL COMPANY	2097	5,431.50
01/15/2016	68732	STATE OF CALIFORNIA	702	237.00
			21	

PREPARED 01/29/2016, 8:23:27
 PROGRAM: GM3501L
 CITY OF KINGSBURG

A/P CHECKS BY PERIOD AND YEAR
 FROM 01/15/2016 TO 01/28/2016

BANK CODE

PAGE 3

* ALL *
 CHECK AMOUNT

CHECK DATE	CHECK NUMBER	VENDOR NAME	VENDOR #	CHECK AMOUNT
01/15/2016	68733	TCM INVESTMENTS, LP	133	954.32
01/15/2016	68734	TULARE COUNTY JAIL INDUSTRIES	284	52.92
01/15/2016	68735	ERIC VASQUEZ	1862	30.00
01/15/2016	68736	VERIZONWIRELESS	1468	394.00
01/15/2016	68737	VILLAGE TIRE SALES	248	147.59
01/15/2016	68738	VISION SERVICE PLAN	115	683.46
01/15/2016	68739	WECO SUPPLY COMPANY	138	27.90
01/15/2016	68740	WILLDAN FINANCIAL SERVICES	1180	1,454.21
01/19/2016	68741	DON BERRY CONSTRUCTION	591	205,049.90

DATE RANGE TOTAL * 398,626.24 *

MEMORANDUM

Kingsburg Police Department

1300 California Street – Kingsburg, CA 93631 – (559) 897-2931



To: Mayor Blayney and City Council

From: Neil Dadian, Chief of Police

Date: 26 January 2016

Subject: Additional Information for Staff Report

Issues from the last council meeting brought up by concerned citizens are addressed below.

Lobby Hours

Lobby hours weekdays except Wednesdays from 8:30 am to 4:00 pm and the first Saturday of the month. Lobby hours Wednesday from 8:30 am to 7:00 pm. We will monitor the service use and be flexible if we determine that the hours need to shift.

All lobby services currently provided to our residents would remain the same. The only change would be established business hours for handling routine matters such as obtaining copies of reports, parking licenses, etc. In the near future, we hope to accommodate a number of services via online access with the rollout of the City's new website.

Parking Lot Security

Solicit an estimate for another light standard for improved lighting in the parking lot.

\$10,000 BSCC grants funds are already in process for improving the video capabilities for the police station. A donation by Schneider Electric in the form of a high end DVR will serve as the foundation for enhancing the camera system and as the progenitor for future video policing throughout the city. We will continue to replace out dated and underpowered cameras with improved cameras as funds become available, to include enhanced parking lot surveillance. It should be noted that in mid-2015 a vandalism occurred to a patrol car in the parking lot that was not observed by the dispatcher who had partial camera coverage. If patrol car/lot security becomes an issue, we can park our cars at the city yard.

Messaging

The current 897-2931 line would continue to be our non-emergency dispatch number. Calls to this line would be routed to FSO dispatch, as would all 911 phone calls. We would establish another business line, 897-3286, for routine business answered during business hours.

We will inform the public of the change in call routing to the Sheriff's Office via various forms of social media, the City's website, KPD webpage, other residents social media, direct mailers,

KPD app, Kingsburg Carrier, the Kingsburg Recorder, local news media, public flyers and notices, and request the same through the Sheriff's Office press releases, website, social media, and other communication outlets.

We are also crafting a reference book about Kingsburg with facts, helpful information, resources, contact information, and the service level offered by KPD to our residents. This will be a valuable tool for FSO dispatchers to use when serving calls for Kingsburg.

Federal Funds

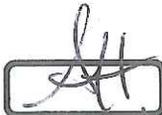
One gentleman brought up the use of federal funds for the needed capital improvements. There are no grants for this equipment from the State or Federal governments. Funding of these types are a local government responsibility.



Meeting Date: 1/20/2016
Agenda Item: V4

CITY COUNCIL STAFF REPORT

REPORT TO: Mayor Blayney and City Council
REPORT FROM: Neil Dadian, Chief of Police
AGENDA ITEM: Kingsburg Police Department Dispatch Proposal

REVIEWED BY: 
1/15/16

ACTION REQUESTED: Ordinance Resolution Motion Receive/File

EXECUTIVE SUMMARY

The Police Department has sought an alternative to the cost of staffing its own dispatch center and is seeking to contract with the County of Fresno through its Sheriff's Office for law enforcement dispatch/911 services.

Current annual expenditures are \$262,878 in labor cost for fulltime employees and \$20,000 for per-diem employees. This is an annual cost of \$282,878. The Fresno County Sheriff's Office can provide fulltime dispatch/911 services for an annual cost of \$171,097.68. This realizes an annual savings of \$111,780.32.

Our dispatch center is experiencing a variety of equipment issues. The base station radio console needs replacing at a cost of approximately \$35,000. Coequally, the handheld portable radios in use by officers in the field are old and failing. They are not P25 compliant and are not public safety grade. The dispatch center also needs upgraded computer hardware and software in order to operate the CAD programs at full capacity at an approximate cost of \$5,800. The dispatch center is also due for a 911 upgrade. Up to \$216,000 is available from the State to accomplish this upgrade to the 911 system only, but cannot be used to meet any other needs. If the Council decides to contract for dispatch services at a later time after the upgrade, the City would be required to pay back the amount on a prorated basis within the five (5) year window.

A new position of Police Services Technician would be created to maintain the records and front counter functions and fill a critical need for property and evidence maintenance. Recruitment for that position would come from within our current compliment of Public Safety Dispatchers (PSD). Under the proposal all four (4) Public Safety Dispatcher positions would be eliminated and as part of the agreement, the Fresno County Sheriff's Office would offer jobs to all four (4) or the remaining PSD employees.

KPD would establish regular business hours and a ring-down line direct to Sheriff's Dispatch will be installed outside the lobby of KPD, for those who show up at the KPD for service outside of business hours.

Contracting with the Sheriff's Office will allow KPD officers immediate access to sheriff's deputies and other municipal agencies in the South County on the Sheriff's network with enhanced officer and public safety during pursuits, crimes in progress, emergencies, and other more routine law enforcement communications through a combined access point.

RECOMMENDED ACTION BY CITY COUNCIL

1. Approve the proposed contract with Fresno County Sheriff's Office for the performance of law enforcement dispatch services/9-1-1 answering responsibilities.

POLICY ALTERNATIVE(S)

1. The Council can choose not to approve the recommended actions, which will result in continued annual employee costs, a cost of \$40,800 to improve the current dispatch center, a cost of \$21,320 to purchase new portable radios, and will require an upgrade of the 911 system. Total one-time City costs will be \$62,120.

REASON FOR RECOMMENDATION/KEY METRIC

1. Personnel cost savings
2. Capital outlay for replacement equipment cost savings
3. Addition of a Police Services Technician to provide counter service, records, property/evidence function
4. Addition of a Police Officer position
5. Purchase of portable radios at zero interest
6. Enhanced officer safety due to interoperability through a combined Public Safety Access Point

FINANCIAL INFORMATION

FISCAL IMPACT:

- | | |
|------------------------------|--------------------|
| 1. Is There A Fiscal Impact? | <u>Yes</u> |
| 2. Is it Currently Budgeted? | <u>Yes</u> |
| 3. If Budgeted, Which Line? | 001-3400-539.51-01 |

FINANCIAL SUMMARY

See attachments.

PRIOR ACTION/REVIEW

None

BACKGROUND INFORMATION

Law enforcement dispatch and 911 services is an essential function of the Kingsburg Police Department. Continued operation of its own dispatch center is becoming increasingly costly and problematic. The Police Department has sought an alternative and is seeking to contract with the County of Fresno through its Sheriff's Office (FSO) for law enforcement dispatch/911 services.

Historically, the City of Kingsburg Police Department has operated its dispatch center with a single dispatcher working an eight-hour shift, answering incoming 911 calls, business lines, all radio traffic, lobby traffic, records processing, and other assigned tasks.

The Kingsburg Police Department is currently expending \$262,878 in labor cost to operate its own fulltime communications/911 dispatch center, with an additional labor cost of \$20,000 for per-diem employees. This is an annual cost of \$282,878.00. The Fresno County Sheriff's Office can provide fulltime dispatch/911 services for an annual cost of \$171,097.68. This realizes an annual savings of \$111,780.32. The per resident rate for KPD to operate its own dispatching services is \$24.17. The per resident rate from FSO is \$14.61.

Cost control for FSO services bears discussion. Below is the fee rate and dates.

- 1992 - 2010 - \$8.92 per resident
- 2010-11 - \$10.30 per resident
- 2011-12 - \$11.66 per resident

- 2012-13 - \$13.10 per resident
- 2013-14 - \$16.01 per resident
- 2014-15 - \$14.88 per resident
- 2015-16 - \$14.61 per resident

In general discussion with executives from FSO, prior to 2010 they relied on the increase in population to help address increases in costs but did not do regular cost studies. From 2010 through 2014 they addressed the per capita rate individually in multi-year contracts. In 2014 the rates were added to the master schedule of fees to be updated annually. The large jump in costs from 12-13 from \$13.10 to \$16.01 was due to disagreements between the Sheriff and the Auditor's Office over the "necessary applicable County costs" to be used in calculating the "full cost recovery" mandated by the Board's administrative policy #20, and the value to the County of the allied agencies mutual aid. This was an effort by the County to add a surcharge on county services. The disagreement has since been addressed and the Sheriff's Office does not anticipate any wild swings in rates.

The cost decreases from 13-14 to 14-15 were due to the composition and compensation of the dispatch staff changes due to retirements and turnover. The new staff came in at lower salaries and a lower cost retirement tier. Since the rates are determined by actual costs, the rates reflected the decline.

The Kingsburg Police Department has four (4) fulltime Public Safety Dispatcher (PSD) employees and one (1) fulltime Records/Dispatch Supervisor employee. In addition to their dispatcher and 911 responsibilities, each PSD is also responsible for a variety of police records functions, front counter, and other customer services. Current employee productive hours allow staffing at approximately 85% of fulltime needs. Fulltime need is 1,095 eight (8) hours shifts per year. Present staffing (based on 1880 productive) allows staffing for 940 shifts per year, leaving an approximate 85% deficit in manpower. Supervisory backfill, per-diem employees, and overtime fill the remaining need. Meal and personal breaks for dispatch employees require a police officer to come in from the field to man the dispatch center. This is a loss in productive time for the police officers.

KPD currently gets its per-diem pool from Selma, Reedley, and Hanford Police Departments. The per-diem pool has been affected due to those agencies finding themselves shorthanded and our per-diems are called into their own departments to work overtime leaving them limited time available to work in KPD dispatch center. This leaves the Records Supervisor to cover shifts or management ordered overtime. At one point KPD had five (5) fulltime dispatch positions, which allowed all shifts to be covered and provided overlap during peak times. This position was eliminated during the financial crises.

Of the four (4) current employees one (1) is in the hiring process for an officer position with CHP, and another is pregnant and will be out on leave. It is anticipated that both of these employees will be gone in March/April 2016.

Under the proposal, all four (4) Public Safety Dispatcher positions would be eliminated and a new job classification created, Police Services Technician, which is a critical need in the police department, to be filled by one (1) employee. In addition to front counter and records duties, this employee would also be responsible for the day to day maintenance of property and evidence which has never had a properly trained and dedicated employee responsible for this task. Recruitment for that position would come from within our current compliment of PSD. The Fresno County Sheriff's Office is willing to offer jobs to all four (4) or the remaining PSD employees, if they choose to accept the offer, conditional on passing employment screening. Original discussions centered around crafting language and making this part of the agreement however, all four employees have declined the offer by FSO to apply or accept a position as a dispatcher. As such, no language will be included in the agreement. FSO is still hopeful they can recruit some of the KPD dispatchers and has asked to have their recruitment team meet with the dispatchers individually.

The dispatch center is also experiencing a variety of equipment issues. The most serious is the base station radio. The radio is a circa 1980's Motorola console radio that was donated by the Clovis Police Department in 2002. The service provider advised about two years ago that Motorola no longer makes parts, parts are not otherwise available, and the radio is no longer serviceable. Replacement cost for a new radio console is approximately

\$35,000.00. The dispatch center also needs upgraded computers as it currently has only one upgraded computer that is able to run the Computer Aided Dispatch (CAD) software at full capacity. The other two computers have outdated software and hardware and are not able to run our CAD programs at full capacity.

There have been technology advances in equipment and software that KPD does not have. In addition to the outdated radio console, computer hardware and software, KPD lacks a phone voice recording system on our phone lines, which is a common investigative and prosecutorial tool and frequently requested by District Attorney's Office for case prosecution. We have never been able to provide this information. KPD mapping system is inadequate and Geo files are not up to date making it difficult to use the CAD system to its full potential. KPD does not currently have GPS in its patrol vehicles, which is a best practice. The cost of the GPS hardware aside, with the mapping system being out of date the inadequate computer hardware and software in KPD dispatch would not support the service. Data volume will continue to increase in quantity and composition with the oncoming implementation of Next Generation 911, which will allow the public to transmit audio, video, and still images as they report emergency events. KPD is not in a position financially to obtain the necessary hardware to keep pace.

Other equipment problems that bear on the issue is that of portable radios for field personnel. Currently KPD has six (6) different models of portable radios for a total of 25. Some of the older portable radios are underpowered and will not work on the Sheriff's radio system and several more are in need of repair or replacement due to age. Only three (3) are P25 compliant. Two of those three radios are Tri-band radios that were purchased for every law enforcement agency in Fresno County with Homeland Security funds, for the purpose of interoperability during emergencies. Best practice would be to limit their use in the field and keep them available for use only in those designated situations however, because of the poor condition of the compliment of KPD portable radios, these two radios are utilized in the field causing needless use and wear.

KPD is due for a 911 upgrade. \$216,000 is allocated by the State. Of that \$160,000 is for AT&T 911 phone line upgrade and the remaining \$56,000 has specifics on its use such as office furnishings and ergonomics for employees. This funding has specific limitations on its use and cannot be repurposed or spent outside the guidelines. KPD has a financial obligation of approximately \$2,000 in addition to the \$216,000.

The cost savings of \$111,780 will be used to create and staff the Police Services Technician (PST) at an approximate annual cost of \$61,012.80 and add a Police Officer (PO) position at the approximate annual cost of \$74,212.00. This would be a total annual cost of \$135,224.80 for both positions. The additional Police Officer position would begin later in FY 16/17. Any cost savings realized this FY and not allocated to fund the Police Services Technician could be used to purchase portable radios outright.

Five other local police agencies contract with the Sheriff's Office for dispatch services; Kerman, Fowler, Sanger, Orange Cove, and Parlier. Each of those police chiefs has expressed satisfaction with their service from FSO and has provided a letter of support for Council consideration. The only exception is Sanger. There is an interest in that city by one or two council members to re-establish their dispatch center and their chief is standing silent on the issue, as is proper.

Concerns over customer service and lobby hours have been raised. Below is a summary of most all law enforcement agencies in Fresno County and their operation in this regard.

Agencies that contract with FSO

1. Sanger PD – Established lobby hours and a ringdown line to FCSO
2. Kerman PD – Established lobby hours and a ringdown line to FCSO
3. Fowler PD – Established lobby hours – no dedicated ringdown line
4. Parlier PD – Established lobby hours – no dedicated ringdown line
5. Orange Cove PD – Established lobby hours – no dedicated ringdown line

Mendota PD contracting with Firebaugh PD

1. Mendota PD – Established lobby hours and a ringdown line to Firebaugh PD

Agencies that have their own dispatch

1. Coalinga PD – 24 hour lobby
2. Firebaugh PD – 24 hour lobby
3. Huron PD – 24 hour lobby
4. Reedley PD – Established lobby hours and a ringdown line outside the building
5. Selma PD – Established lobby hours and a dedicated ringdown line inside the lobby
6. Fresno PD – Established lobby hours with a ringdown line outside the building
7. Clovis PD – Established lobby hours with a ringdown line outside the building
8. FSO – Established lobby hours with a ringdown line outside the building
9. CHP – Established lobby hours with a ringdown line outside the building

This proposal would be in keeping with the common practice in most municipal police agencies in Fresno County.

Other areas of public concern center around perceived delays in dispatch times. Currently a single person is responsible for a multitude of tasks in the KPD dispatch center. These range from records management, answering business line calls, 911 phone calls, dispatching and servicing field units over the radio, and greeting walk in traffic at the front counter and attending to their needs. People get placed on hold for more urgent or emergency reasons. That is a reality of any dispatch center. FSO dispatchers are assigned as complaint takers (answering phones) or radio dispatchers. That is all. Wait times will not increase if calls are routed through the FSO dispatch center as opposed to the KPD dispatch center. As soon as a call for service is entered, the units in the field have the ability to see the call and self-dispatch, bypassing the radio.

Another common misconception is that wait times will be longer because of the volume of calls. Each agency will be dispatched to their calls for service when that call is received. An agency's wait time is based on the availability of the police officers or deputy sheriffs in the field, in their respective jurisdictions. If an officer in Kingsburg is available, that officer will be sent. Wait times in Kingsburg will not have anything to do with wait times in the unincorporated areas, Sanger, Parlier, Kerman, etc. It is the availability of the police officer, not the dispatcher that is the critical factor.

A final point of discussion is the officer safety aspect of this proposed change. KPD officers will be on the Sheriff's Office network with other cities in S/E Fresno County and sheriff's deputies, the configuration of units depending upon peak times and other factors. This will provide them instant access to information about in-progress crimes, emergencies, pursuits, and other police calls for service. This offers KPD officers immediate access and communications with other allied law enforcement agencies and provides a level of safety not previously experienced.

ATTACHED INFORMATION

1. Cost Breakdown for NOT Transitioning
2. Cost Breakdown for Transitioning
3. Proposed Use of Cost Savings
4. Police Technician Job Specifications
5. Dispatch Operation FAQ's
6. Local Chiefs' Letters of Support
7. Proposed Agreement with Fresno County

Cost Breakdown for NOT Transitioning
Attachment 1

Expected Wage Expenditure	
Andersen	\$ 53,214.00
Chesebro	\$ 70,897.00
Simas	\$ 70,157.00
Zimmerman	\$ 65,410.00
Total	\$ 259,678.00
Per-diem @ \$18.50 Hour	
Training 40 Hours X4	\$ 2,960.00
Holiday/Birthday = 112 Hours	\$ 8,288.00
Sick Time Average = 40 Hours X 4	\$ 2,960.00
Vacation Average = 80 Hours X4	\$ 5,920.00
Uniform Allowance = 800 x 4	\$ 3,200.00
On going Yearly Cost	\$ 23,328.00
Total Yearly Cost	\$ 283,006.00
Capital Expenditures	
*Radio/Logging Recorder	\$ 35,000.00
Head Sets X 5	\$ 600.00
Computers X 3	\$ 4,000.00
Programing of Computers @100.00	\$ 300.00
911 Upgrade wiring NetClock	\$ 500.00
Battery Back Ups /APC Pro 1500 X3	\$ 400.00
Total	\$ 40,800.00
9-1-1 Upgrade State allotment	\$ 216,000.00
AT&T Cost for Upgrade	\$ 160,000.00
Furniture	\$ 56,000.00

City would be responsible to pay

*State back at a prorated cost if city contracts
with FSO before 5 year window.*

** Monthly maintenance not included*

Cost Breakdown for Transitioning
Attachment 2

Payouts	
Andersen	\$ 3,973.64
Chesebro	\$ 8,669.99
Simas	\$ 3,783.69
Zimmerman	\$ 2,157.38
Total	\$ 18,584.70

Capital Expenditures		One Time Fee		Monthly Fee
Radios	\$ 21,320.25		60 mo.	\$ 355.84
FSO monthly contract fee	\$14.61 x11,711			\$ 14,258.14
Automated Sally Port Gate x1		\$ 815.00		
Install Exterior Call Box x1		\$ 1,770.00		
AT&T Landline installation X1		\$ 75.00		
AT&T Landline monthly fee				\$ 90.00
Nextiva "Business Line" 897-3286				\$ 35.00
Total		\$ 2,660.00		\$ 14,738.98

Proposed use of Cost Savings
Attachment 3

Police Services Tech.	Total Cost	\$	61,012.80
Police Officer	Total Cost	\$	74,212.00
	Grand Total	\$	135,224.80

Class Title: Police Services Technician

Definition: To perform variety administrative and technical duties related to police records, evidence, and police operations under general supervision. Assignments could include: multi-tasking with heavy public contact, record keeping, document processing, perform functions that involve the public, courts, various City departments, and other law enforcement agencies and related work as required.

Distinguishing Characteristics:

Under the direct supervision of the Records Supervisor or general supervision from supervisory personnel, incumbents perform a full range of duties independently, with occasional instruction or assistance; unusual or unique situations arise and are fully aware of the operating procedures and policies within the work unit.

Duties and Responsibilities:

The following duties are typical for this classification. Incumbents may not perform all of the listed duties and/or may be required to perform additional or different duties from those set forth below to address business needs and changing business practices.

1. Maintains and monitors complex, specialized, technical, and sensitive police records, evidence custody documents, chain of custody documents, property receipts, and filing systems requiring considerable knowledge of the subject.
2. Maintains, processes, and keeps custody of property and evidence including firearms, money, and drugs according to agency policy, industry standards, and best practices.
3. Collects appropriate fees; accounts for all monies received; provides information about services, permits, release of records, etc. to the public; assists with registering and processing sex/narcotic/arson offenders; processes restraining orders as required by law; performs validation of records entered in the NCIC system.
4. Types and edits complex, technical and specialized reports, letters, memos, statistical information, legal documents, charts, and forms from typed and handwritten rough drafts, written copy, and verbal instruction using data retrieved from the records; initiates, recommends, revises, and implements procedural changes to records.
5. Receives and screens visitors and calls and provides information requiring technical knowledge of department operations and procedures; receives and responds to inquiries requesting information and copies of reports; maintains moderately complex operating and activity records.
6. Assists in training and orientation of new employees.
7. Arranges for or transports evidence to crime lab for analysis.
8. Testify in court, as required.
9. Maintains training room schedule.
10. Other duties as assigned.

Minimum Qualifications:



Kingsburg Police Department Dispatching Operations
Frequently Asked Questions
City Hall – (559) 897-5821
1/5/2016

The City of Kingsburg's Police Department currently provides in-house 911 dispatching for police-related calls for service. In an effort to continue to provide the best quality of service, staff has examined all levels of the Police Department's operations, including the option of contracting with Fresno County Sheriff's Office for dispatching services.

Given the nature of the potential change, this document provides information related to frequently asked questions. If you are still unable to find the answer you're looking for, please call City Hall at 897-5821 or email [Police Chief Neil Dadian](#), or [City Manager, Alex Henderson](#). We also encourage you to sign up for our weekly e-newsletter, the [Kingsburg Carrier](#), which contains current, relevant information to keep you informed.

Q. Has the decision to contract 911/dispatching services already been made?

A. No final decision has been made at this time. City staff, with direction from the Finance Committee, has been researching the issue for the past several months. Staff presented their findings to the [Finance Committee](#) during a public meeting on December 9, 2015. The Committee has since made the recommendation to present the findings to the City Council.

In addition, the City's Public Safety Committee is slated to consider the information during their Tuesday, January 12 meeting. Council will consider the proposal at an upcoming, publically noticed meeting.

Q. Why are we considering contracting out dispatching services?

A. When hired, Police Chief Neil Dadian began examining all Police Department operations in an effort to improve upon existing services and provide opportunities for improvement.

Our current dispatch operates 24-hours a day, with the Police Department lobby open to the public at all times. Current staffing levels do not meet the number of shifts required, and those 'gaps' are filled with Per Diem employees or employee overtime.

In addition, the current center is in need of major capital equipment investment (base station radio, 911 upgrade, and handheld radio replacement). Our equipment is old and failing, and the time to make a decision on continuing with the existing operation or subcontracting is imminent.

Q. What are the reasons for outsourcing the operation?

A. This change is being recommended for both financial and safety reasons. While our current operation meets existing requirements, keeping up with changing technology demands and investments becomes a very costly proposition for a single community like ours. By joining with a larger operation, those costs are lowered through an economies of scale.

We also have only one dispatcher on-duty at any given time. When that one dispatcher is unavailable or on another call, additional calls either are placed on hold until the dispatcher is able to get to it.

Q. How would this change affect response times?

A. City staff is working hard to ensure there would be no degradation in 911 emergency call-taking and dispatching. In short, the only thing changing when you make a call is where it is answered on the other end. Call routing and response times would be no different than the existing operation.

Calls for service in a particular jurisdiction are dispatched immediately or, based upon the availability of the field units, the field sergeant for that police agency is notified of a call holding and the sergeant determines to either break the field units to handle the new call or hold the new call until an officer is available. The Sheriff's Office does not determine how long a call holds, the supervisor for the police agency does. It is important to remember that response times are based on the availability of the police officers in the field and not the call taker or dispatcher.

Currently, when you place a 911 call on a mobile device, the jurisdiction that answers your call depends upon the closest mobile tower that picks up your call. Depending upon where you place a call now, it could be answered by one of the following agencies:

- Kingsburg Police Dept.
- Fresno Co. Sheriff's Office
- California Highway Patrol
- Tulare Co. Sheriff's Office
- Kings Co. Sheriff's Office
- Selma Police Dept.

All of these calls are then routed to the appropriate jurisdiction. Our Police Chief would never support a service change that might put residents and first responders at risk. Staff believes this is the right thing to do in order to best serve our residents when it matters the most - during a time of emergency.

Q. Is this all about lowering costs?

A. No. While cost savings is certainly an incentive, the safety of our residents is the primary concern.

Q. How would residents' safety be improved through contracting?

A. As mentioned, our current center only has one 911 dispatcher on-duty at any given time. If the dispatcher is unavailable or on another call, future calls are placed on hold, which can impact response time. This also puts strain on the officer on-duty who cover breaks, etc., meaning they would be taken out of the field or away from their police work.

Contracting the service with FSO would mean Kingsburg would have a dedicated dispatcher on-duty at all times. Even during peak call periods, the FSO has the technology and ability to take all calls. For example, the State has a mandate that all 911 calls must be answered within 10 seconds – which is about 3 rings. FSO also tries to adhere to a 3 ring maximum for non-911 calls as well.

In addition, City staff is recommending that the savings experienced through contracting the service be reinvested directly into the Police Department, providing more services to our residents.

Q. Are there financial benefits to contracting the service?

A. Yes. As with any consolidation consideration, there are always economies realized by joining a larger group with a shared goal (in this case, enhanced emergency response to residents).

Q. What type of cost savings are there? How will these funds be redirected?

A. Using today's dollars, the City projects a savings of \$111,780 per year. This equates to over \$1.1 million saved over a ten-year period.

Staff is recommending that these savings be reinvested directly into the Police Department. Specifically, the funds would be used for the following:

- Police Services Technician (non-sworn position)
- Full-time Police Officer

Staff believes that utilizing the savings in this manner provides additional public safety to Kingsburg residents. We're able to provide efficient dispatching services, take business hour walk-ins, and provide an additional officer on the street.

Q. What will happen with the existing dispatch employees?

A. Each of our existing employees will be offered the opportunity to apply as a public safety dispatcher with Fresno Co. Sheriff's Office. In addition, the City will be utilizing a portion of the cost savings to hire a Police Services Technician. Current employees will have the ability to apply for this position as well.

Q. If contracting is approved, will there be anyone left to man the police station lobby?

A. The City Police Department would maintain regular business hours – open from 8:00am – 5:00pm, Monday - Friday. Walk-ins would be handled by the newly created Public Services Technician position. After hours, a telephone, or ‘ring down line’ is placed outside the lobby doors and anyone utilizing the phone will be connected with a live person at FSO.

Q. How will dispatchers at Fresno Sheriff’s Office be able to direct Kingsburg first responders?

A. First and foremost, the police officers responding to the call for service will remain Kingsburg officers. These experienced officers know exactly where they need to go with a simple address. The only difference is they are communicating over the radio with an individual at a new location.

Second, FSO has digital mapping systems at their disposal that are more advanced than the equipment currently utilized at the existing Kingsburg center. Current technology improvements allows for efficient, centralized dispatching.

FSO utilizes a sophisticated Computer Aided Dispatching (CAD) program. Once a dispatcher enters a call for service into the program, it can be viewed immediately by officers in the field (all patrol cars are equipped with a laptop).

Lastly, many rapidly developing critical incidents require the awareness, notification, or even the response of multiple law enforcement and other public safety agencies from multiple jurisdictions. Having many of those resources coordinated through one Public Safety Access Point is a valuable time saver and enhances officer and public safety.

Q. Do we have to contract now to a new call center?

A. No, we are not required to make this transition, but extenuating circumstances and timing are driving the discussion. Certain “legacy” software and hardware at our current center will need to be upgraded in the short-term, and that expense will require a significant investment. As such, staff has examined both long and short-term costs for continuing the operation in-house and contracting with another agency.

In addition, new [NextGen 911](#) guidelines will be implemented over the next several years, requiring more sophisticated software investment and employee training to meet the demands of public safety.

Q. What are the national and regional trends in 911 dispatching?

A. The regionalization of 911/dispatching services is a national trend being driven by two significant factors:

1. The complexity and rapid pace of technological changes within dispatching operations.

2. The ability of regional 911 centers to more efficiently staff operations and to handle larger emergencies.

In fact, many State legislatures are requiring that these centers be regionalized for the purpose of realizing cost savings and improved efficiency. Having Kingsburg be a part of a regional service ensures that we will remain on the forefront of new technology, providing the best service to our residents.

Q. What expenses would the City incur to contract services?

- A. The City anticipates it will incur up to \$22,000 in one-time employee "legacy" costs. The City will also be responsible for purchasing new handheld radios, regardless of whether we consolidate services or not. However, if we contract with FSO, they have agreed to purchase the radios and allow us to pay them back over 5 years at 0% interest. The cost of new handheld radios is \$21,320.

Q. How much does it currently cost to operate dispatch?

- A. Using current employee wage/benefit costs, the City expended \$282,878 in FY 2014-15. Using the population numbers provided by California Dept. of Finance (11,711), this would equate to a per capita cost of \$24.15 for dispatching services.

Q. What are the long-term contracting costs?

- A. The City is responsible to pay a per person fee to the County. Currently, that fee is set at \$14.61 per person (population is set by California Dept. of Finance). This fee is set by the County Board of Supervisors. The fee per person only changes with Fresno County Board approval. The fee that Fresno County charges per person is the same fee that all municipalities that contract are charged. Any decision to amend the fee would elicit input from each of those jurisdictions.

Either entity has the ability to dissolve the contract with proper notice, per the proposed language.

Q. What would happen to the other duties currently being provided by the existing dispatchers?

- A. The Police Department has compiled a list of ancillary duties currently performed by dispatchers. Many of these duties will be filled by the newly created Police Services Technician position. This position will also be responsible for oversight of our property and evidence room, maintenance of sensitive police records, fee collection and other administrative functions.

Q. What about non-emergency calls?

- A. All non-emergency calls will be processed the same way they currently are, just at a different location. If you have a police call for service, your information will be taken by the Sheriff's Office Dispatch Center and a police officer will be dispatched.

If you have business of an administrative nature, you will be directed to the Kingsburg Police Department business line and your needs will be met by the Police Services Technician. During non-business hours you will be able to leave a message and the call will be returned during the next business day.

While this list is intended to provide answers to many of the questions we've received, please contact City Hall at 897-5821 if you have additional questions or concerns. You can also email [Police Chief Neil Dadian](#) or [City Manager Alex Henderson](#). Don't forget to sign up for the [Kingsburg Carrier](#).

###

City of Fowler

128 South Fifth Street ♦ Fowler CA 93625
Voice: 559-834-3254 ♦ FAX: 559-834-1284



Police Department

Michael Brand
Chief of Police

January 11, 2016

Chief Neil Dadian
Kingsburg Police Department
1300 California Street
Kingsburg, Ca 93631

Regarding: Contracting Dispatching Services

Chief Dadian,
It's my understanding you are interested in contracting dispatching services utilizing the Fresno Sheriff's Office Communication Center. I thought I might provide you thoughts regarding the service provided.

Our City could not fund a communications center. The infrastructure costs and labor costs would be a significant financial burden. I have found most communication centers staffed by small agencies staff limited dispatched. This works well for daily operations but when emergencies a rise that type of staffing model will fail.

Contracting with another vendor provides necessary staffing at a flat rate. If FSO is shorthanded they cover the shortage with dispatchers on overtime. So as it relates to staffing all extra costs related to it are gone.

The Fresno Sheriff's Office Dispatchers are highly trained and receive ongoing training every 2 years. This contracting service puts addition resources for your city from the same communications center. I believe citizens and officers are safer because of this regional approach.

I would recommend that language be considered in regards to their staffing requirements as it relates to service being provided. This would be to assure your level of service is not negatively impacted by service being provided to other contracted agencies.

As a prior Communications Commander for the Sheriff's Office it would be my recommendation for agencies similar to mine and larger to contract for this type of service.



Michael Brand
Chief of Police



Kerman Police Department

From the Office of the Chief of Police
850 S. Madera Ave.
Kerman, Ca. 93630
Ph. (559) 846-6671 FAX (559) 846-9435
Joseph.Blohm@fcle.org



January 7, 2016

Chief Neil Dadian
Kingsburg Police Department
1300 California Street
Kingsburg, Ca. 93631

Chief Dadian,

This letter is in respond to your inquiry regarding the Fresno Sheriff's Department radio dispatch service. The Kerman Police Department has been using this service for over 10 years and we are very satisfied with their program.

As you know, it is complicated to maintain a dispatch program within a small agency of our size. The issues related to supporting a dispatch center focus primarily on radio technology, computer network functionality, hiring, staffing, and dealing with personnel issues. These technology and personnel issues are ongoing year round. People don't realize the amount of resources that are consumed for tech support and supervision that are needed to operate a dispatch service.

I am very satisfied with the dispatch service from the Sheriff's Department and I have no regrets that we utilize them. I believe that it is my fiduciary responsibility to be very prudent with each dollar that my city council has given me. At the same time, the quality of service to the community is the overriding factor in how I spend those dollars.

I hope this answers your question and I hope you feel free to call upon me if you need any further input on this topic.

Sincerely,

A handwritten signature in black ink that reads "Joseph Blohm".

Joseph Blohm
Chief of Police, City of Kerman



PARLIER POLICE DEPARTMENT

8700 S. Mendocino Avenue
Parlier, CA 93648
(559) 646-6800

José G. Flores
Interim Chief of Police
jose.flores@fcle.org

January 6, 2016

Neil G. Dadian, Chief of Police
Kingsburg Police Department
1300 California St
Kingsburg, CA 93631

Dear Neil

The current iteration of the Parlier Police Department began September of 1992. Since then, the department has employed the services of the Fresno County Sheriff's Dispatch Center. As my tenure here has been short, I consulted with staff that has had a longer history. They report the Parlier Police Department has had a positive relationship with the Dispatch Center over the years. The few issues that have arisen were quickly and amicably dealt with through professional communication between the parties.

As far as cost for service, as compared to maintaining and keeping an effective communication center open by a small agency, there is no comparison. The SO Dispatch Service has the alternative beat. There is also the issue of "Officer Safety," with more officers listening to the same broadcast and monitoring emergency traffic of other agencies, the level of overall safety and mutual aid coordination is enhanced.

I would wholeheartedly recommend to a small police agency to join a Regional Dispatch Center than to attempt to deliver this kind of service alone. In Fresno County, The Sheriff's Dispatch Center is that regional service.

Sincerely,

José G. Flores, Chief
Parlier Police Department



Marty Rivera
Chief of Police

ORANGE COVE POLICE DEPARTMENT
550 Center Street Orange Cove California 93646
Ph: 559-626-5106 / Fax: 559-626-7565
Email: marty.rivera@oc-pd.com

Chief Neil Dadian
Kingsburg Police Department
1300 California Street
Kingsburg, California 93631

Good Afternoon Chief,

I just learned that you may be thinking about eliminating your police dispatch service and instead contracting with the Fresno County Sheriff's Department.

I became the police chief in Orange Cove in May 2013. At the time of my arrival, we had our own dispatchers here at the police department. I changed that the following year and was able to save approximately \$65,000 a year by doing so. Additionally, we do not have to worry when the system goes down for any reason. They fix the problem.

The service provided by the Sheriff's Department has been outstanding. Our citizens call directly to the Sheriff's Dispatch Center and they dispatch our officers to any calls for service. I no longer have to worry about staffing issues if anyone is sick or on time off. Our officers are at times getting more information from the dispatcher than they had gotten from our home based dispatchers.

Probably the best thing about getting service from the Sheriff's Department is that our officers are now on a frequency that also has other agencies including Parlier, Sanger, Fowler and the Sheriff's Office on it. Everyone is able to monitor what other agencies are responding to, and are hearing information on wanted subjects and vehicles immediately. If there is a pursuit by another agency going into our city, the officers become aware of it and can monitor it to assist if necessary. Even if they are not needed and don't become involved in it, they don't have to worry about getting into a vehicle accident because they hear the information being given out during the pursuit and know where the vehicles are as they come through our city. (Remember several years ago a Fresno County Deputy was killed in a traffic accident as another agency was in pursuit of a car and it crossed the path of the deputy who could not monitor the pursuit.) This is a major benefit in regards to officer safety.

I wish you well in your decision and I highly recommend that you make the change!

Respectfully,

Marty Rivera
Chief of Police
Orange Cove Police Department
Ph. 559-626-5106

PRIDE

HONOR

PROFESSIONALISM

1 dispatch services for requests for emergency medical services or fire suppression services.
2 Phone calls the Sheriff receives requesting emergency medical services or fire suppression
3 services within CITY boundaries shall be transferred to the EMS dispatching center.
4

5 2. OBLIGATIONS OF THE CITY
6

7 A. CITY agrees to convert the radios in its police vehicles to such
8 frequencies as required by the Sheriff's communications system. CITY shall also place radios
9 in its police vehicles that have a primary and secondary channeling ability, as determined by
10 the Sheriff, for the purpose of ensuring reasonable communications backup.
11

12 B. CITY shall have its police personnel use such alpha-numerical
13 identifier system as determined by the Sheriff and CITY assumes responsibility for keeping the
14 Sheriff's communication system secure as required by law.
15

16 C. CITY agrees that its personnel shall comply with Sheriff's radio
17 procedures, and that it shall hold its employees accountable for failing to comply with such
18 radio procedures.
19

20 D. CITY shall timely pay COUNTY for services rendered under this
21 Agreement. Payment for services shall be made as provided by Section 5,
22 "COMPENSATION/INVOICING," of this Agreement.
23

24 3. TERM
25

26 This Agreement shall become effective on the 1st day of March, 2016, and
27 shall terminate on the 30th day of June, 2017, with two additional one-year renewals which will
28

1 renew automatically unless this Agreement is terminated in accordance with the provisions of
2 Section 4 of this Agreement.

3
4 4. TERMINATION

5
6 A. Non-Allocation of Funds - Performance of the terms of this Agreement, and
7 the services to be provided thereunder, are contingent on the approval of funds by the appropriating
8 government agency. Should sufficient funds not be allocated, the services provided may be
9 modified, or this Agreement terminated, at any time by giving COUNTY or the CITY thirty (30) days
10 advance written notice.

11
12 B. Without Cause - This Agreement may be terminated by either party
13 without cause by giving written notice to the other party at least thirty (30) days in advance of
14 the effective date of such termination. CITY's Police Chief shall have authority to terminate this
15 Agreement pursuant to this paragraph on behalf of the CITY. COUNTY's Sheriff shall have
16 authority to terminate this Agreement pursuant to this paragraph on behalf of COUNTY.

17
18 5. COMPENSATION/INVOICING:

19
20 CITY shall pay monthly to COUNTY the compensation agreed for performing
21 the dispatching services under this Agreement. The monthly compensation due to COUNTY and
22 the methodology for determining such compensation is set forth in Exhibit "A", which is attached
23 hereto and incorporated herein by reference.

24
25 The parties also recognize and agree that the monthly compensation due to
26 COUNTY for services rendered under this Agreement may be updated from time to time based
27 upon changes to the "per resident charge" and "population estimate" figures in Exhibit "A".
28

1 COUNTY shall provide CITY with written notice of any changes to the monthly compensation due
2 to COUNTY. Such notice shall be given in March of 2017 and 2018. Upon CITY's approval of the
3 changes to the monthly compensation due to COUNTY, the new monthly compensation amount
4 shall be effective July 1st of the same year notice of the change was given by COUNTY.
5

6 On or before the 5th day of each month during the Term of this Agreement,
7 COUNTY shall invoice CITY monthly for the previous month's services. Invoices shall be
8 addressed to CITY as follows:
9

10 Kingsburg Police Department
11 1300 California Street
12 Kingsburg, CA 93631
13 Attn: Chief of Police
14

15 The monthly compensation due under this Agreement shall be delivered to
16 COUNTY no later than the 20th day of each month following the month in which services were
17 rendered. Payment shall be addresses to COUNTY as follows:
18

19 Fresno County Sheriff's Office
20 Attn: Business Office
21 P.O. Box 1788
22 Fresno, CA 93717
23

24 6. HOLD HARMLESS: COUNTY agrees to indemnify, save, hold
25 harmless, and at CITY's request, defend CITY, its officers, agents, and employees from any
26 and all costs and expenses, damages, liabilities, claims, and losses occurring or resulting to
27 CITY in connection with the performance, or failure to perform, by COUNTY, its officers,
28 agents, or employees under this Agreement, and from any and all costs and expenses,

1 damages, liabilities, claims, and losses occurring or resulting to any person, firm, or corporation
2 who may be injured or damaged by the performance, or failure to perform, of COUNTY, its
3 officers, agents, or employees under this Agreement.

4
5 CITY agrees to indemnify, save, hold harmless, and at COUNTY's request,
6 defend COUNTY, its officers, agents, and employees from any and all costs and expenses,
7 damages, liabilities, claims, and losses occurring or resulting to COUNTY in connection with the
8 performance, or failure to perform, by CITY, its officers, agents, or employees under this
9 Agreement, and from any and all costs and expenses, damages, liabilities, claims, and losses
10 occurring or resulting to any person, firm, or corporation who may be injured or damaged by
11 the performance, or failure to perform, of CITY, its officers, agents, or employees under this
12 Agreement.

13
14 7. MODIFICATION: Any matters of this Agreement may be modified from
15 time to time by the written consent of the parties without, in any way, affecting the remainder.

16
17 8. NON-ASSIGNMENT: Neither party shall assign, transfer or sub-contract
18 this Agreement nor their rights or duties under this Agreement without the prior written consent of
19 the other party.

20
21 9. INSURANCE: Without limiting the right of either party to obtain
22 indemnification from the other party or any third parties, it is understood and agreed that CITY
23 and COUNTY shall each maintain, at their sole expense, insurance policies or self-insurance
24 programs including, but not limited to, an insurance pooling arrangement and/or Joint Powers
25 Agreement to fund their respective liabilities throughout the term of this Agreement. Coverage
26 shall be provided for comprehensive general liability, automobile liability, professional liability,
27 and workers compensation exposure. Evidence of Insurance, Certificates of Insurance or other
28

1 similar documentation shall not be required of either party under this Agreement.

2
3 10. NOTICES: The persons and their addresses having authority to give
4 and receive notices under this Agreement include the following:

5 COUNTY

6
7 Greg Gularte
8 Fresno County Sheriff Captain
9 2200 Fresno Street
10 P.O. Box 1788
11 Fresno, CA 93717
12 559-600-8134

CITY OF KINGSBURG

13 Neil Dadian
14 Chief of Police
15 Kingsburg Police Department
16 1300 California Street
17 Kingsburg, CA 93631
18 559-897-2931

19 Notices between COUNTY and CITY permitted under this Agreement shall be in
20 writing and shall be deemed duly served when personally delivered to one of the parties, or in lieu
21 of such personal service, when deposited in the United States Mail, postage prepaid, addressed
22 to such party.

23 11. INDEPENDENT CONTRACTOR:

24 In performance of the work, duties and obligations assumed by COUNTY
25 under this Agreement, it is mutually understood and agreed that COUNTY, including any and all of
26 the COUNTY's officers, agents, and employees will at all times be acting and performing as an
27 independent contractor, and shall act in an independent capacity and not as an officer, agent,
28 servant, employee, joint venturer, partner, or associate of the CITY. Furthermore, CITY shall have
no right to control or supervise or direct the manner or method by which COUNTY shall perform its
work and function. However, CITY shall retain the right to administer this Agreement so as to
verify that COUNTY is performing its obligations in accordance with the terms and conditions
thereof.

COUNTY and CITY shall comply with all applicable provisions of law and the
rules and regulations, if any, of governmental authorities having jurisdiction over matters the

1 subject thereof.

2 Because of its status as an independent contractor, COUNTY and its officers,
3 agents or employees shall have absolutely no right to employment rights and benefits available
4 to CITY employees. COUNTY shall be solely liable and responsible for providing to, or on
5 behalf of, its employees all legally-required employee benefits. In addition, COUNTY shall be
6 solely responsible and save CITY harmless from all matters relating to payment of COUNTY's
7 employees, including compliance with Social Security withholding and all other regulations
8 governing such matters. It is acknowledged that during the term of this Agreement, COUNTY
9 may be providing services to others unrelated to the CITY or to this Agreement.

10
11 12. GOVERNING LAW: The parties agree that performance under this
12 Agreement shall be in Fresno County, California, for purposes of venue. The rights and
13 obligations of the parties and all interpretation and performance of this Agreement shall be
14 governed in all respects by the laws of the State of California.

15
16 13. ENTIRE AGREEMENT: This Agreement constitutes the entire
17 agreement between the CITY and COUNTY with respect to the subject matter hereof and
18 supersedes all previous agreement negotiations, proposals, commitments, writings,
19 advertisements, publications, and understanding of any nature whatsoever unless expressly
20 included in this Agreement.

21 ///

22 ///

23 ///

24 ///

25 ///

26 ///

27 ///

1 IN WITNESS WHEREOF, the parties hereto have executed this Agreement as of the day
2 and year first hereinabove written.

3 CITY OF KINGSBURG

COUNTY OF FRESNO

4 _____
5 (Authorized Signature)

Ernest Buddy Mendes, Chairman, Board of
Supervisors

6 _____
7 Print Name & Title

8 _____
9 Mailing Address

10 DATE: _____

DATE: _____

11
12 APPROVED AS TO FORM

REVIEWED & RECOMMENDED FOR
APPROVAL

13
14 _____
15 City Attorney

16 _____
17 Margaret Mims, Sheriff

18 APPROVED AS TO ACCOUNTING
19 FORM

20 _____
21 Vicki Crow, Auditor-Controller/Treasurer-Tax
22 Collector

23 APPROVED AS TO LEGAL FORM

24 _____
25 Danial Cedarborg, County Counsel
26
27
28

EXHIBIT A

COUNTY agrees to perform contracted services for the CITY at the rate specified below per resident of the CITY (as determined by the State Department of Finance certified population estimate as of January 1st of that year) until such time as the rate is updated pursuant to Section 5, "COMPENSATION/INVOICING," of this Agreement. Under this Agreement the County will be using the Master Schedule of Fees to ensure full cost recovery.

Monthly Charge for FY 2015-2016 (March 1, 2016-June 30, 2016) (hereinafter the "2015-16 Monthly Charge"): \$14,258.08/month. The methodology to calculate this amount is as follows:

Per resident charge = \$14.61 (100% of \$14.61 per resident)

Number of residents in CITY (as determined by State Department of Finance certified population estimate as of January 1, 2015) = 11,711

2015-2016 Monthly Charge = $(\$14.61/\text{resident} \times 11,711 \text{ residents})/12 \text{ months} =$
\$14,258.14/month.

Additional Charges:

CITY agrees to reimburse the COUNTY for the purchasing of Patrol Radio's, as follows:

- A. The COUNTY agrees to purchase Patrol Radio's using the current agreements and the CITY agrees to fully reimburse the COUNTY an amount that shall not exceed \$21,321. The payment schedule shall not exceed sixty (60) months and in the event this agreement is terminated by either party, the balance of the balance is due upon termination.

FOR ACCOUNTING USE ONLY:

Fund No. 0001

Org. No. 31113320

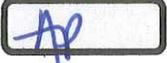
Account No. 4975



Meeting Date: 2/3/2016
Agenda Item: V 2

CITY COUNCIL MEETING STAFF REPORT

REPORT TO: Mayor Blayney & City Council
REPORT FROM: Alex Henderson, City Manager
AGENDA ITEM: Emergency Water Distribution Request

REVIEWED BY: 

ACTION REQUESTED: Ordinance Resolution Motion Receive/File

EXECUTIVE SUMMARY

The City has been approached by Self Help Enterprises, the contracted drought relief agency for Kings County, about the possibility of selling water for emergency sanitary uses. Specifically, Self Help Enterprises helps administer relief to rural homes whose ground wells have gone dry. On September 19, 2014, Governor Brown issued Executive Order (EO) B-26-14 authorizing the California Office of Emergency Services (Cal OES) to provide California Disaster Assistance Act (CDAA) funding, as deemed appropriate, for local government assistance to provide emergency water supplies to households without water for drinking and/or sanitation purposes.

Currently, Self Help has requested the purchase of 1-acre foot of water per month for purchase. This equates to approximately 326,000 per month, or 3,912,000 gallons over the span of a year. This amount would supply 58 homes per month (approx. 5,600 gallons per household). A few items to consider as part of the presentation:

- In 2015, the City pumped 855,965,000 gallons of water. 1-acre foot per month equals approximately 0.004570% of the City's overall water consumption.
- Any water used in this venture would not count against the City's mandatory conservation efforts (See attached letter from State Water Resource Control Board)
- The City will assume no liability for the water after it has been pumped from our system.
- If approved, the Council will have the ability to end the contract at their discretion.
- Fill trucks would be required to utilize City-designated hydrants for filling purposes.
- As presented, the homes of benefit are located in Kings County, but could eventually include both Fresno and Tulare Co. as well.
- In order to receive water, homes must meet certain eligibility standards.

The City currently provides water outside the limits on a permanent basis to a mobile home park in Tulare Co. Water sold outside of the limits would be subject to a Council approved agreement, and the amount per gallon would be part of that discussion. Participating jurisdictions and the rate they are charging have been included for your review.

- Planada CSD currently charges \$7 per 1,000 gallons. \$200 dollar deposit for water meter. (Merced County)
- Orosi PUD currently charges \$1.92 per 1,000 gallons. (Tulare County)
- City of Dinuba currently charges \$1.75 per cubic foot. (Tulare County)

All other water sources have direct contract with the haulers, so ranges vary. Mr. David Mendes has indicated that many charges range from \$6 - \$10 per 1,000 gallons. For illustrative purposes, at \$7/1,000 gallons, the cost per

month would be approximately \$2,282, or \$27,384 annually.

Mr. Mendes of Self Help Enterprises will be on hand to provide additional information and to answer questions related to the request.

RECOMMENDED ACTION BY CITY COUNCIL

1. Staff is seeking direction from Council regarding the request, including desire to participate and potential rate to sell the commodity.

POLICY ALTERNATIVE(S)

1. Council could choose to pursue the program.
2. Council could choose to not participate in the program at this time.
3. Council could ask for more information prior to making a decision.

REASON FOR RECOMMENDATION/KEY METRIC

1. N/A

FINANCIAL INFORMATION

FISCAL IMPACT:

- | | |
|------------------------------|------------|
| 1. Is There A Fiscal Impact? | <u>Yes</u> |
| 2. Is it Currently Budgeted? | <u>No</u> |
| 3. If Budgeted, Which Line? | <u>NA</u> |

PRIOR ACTION/REVIEW

Staff met with Mr. Mendes to discuss the specific of the program and determine our ability to serve their request. Staff has also discussed the operation internally to determine if we are able to meet the requested demand. Staff has determined that should Council wish to pursue an agreement, we can accommodate the request.

BACKGROUND INFORMATION

See the attached Kings County Emergency Water Distribution Plan.

ATTACHED INFORMATION

1. Kings County Emergency Water Distribution Plan
2. SWRCB Letter Regarding Conservation Efforts
3. Tank Schematic & Equipment Information



Kings County Emergency Water Distribution Plan

November 3, 2015

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I. Background and Introduction

With California facing water shortfalls in the driest year in recorded state history, Governor Edmund G. Brown, Jr. proclaimed a State of Emergency on January 17, 2014 and directed state officials to take all necessary actions to prepare for these drought conditions.

In the State of Emergency declaration, Governor Brown directed state officials to assist farmers and communities that are economically impacted by dry conditions and to ensure the state can respond if Californians face drinking water shortages. The Governor also directed State agencies to use less water, hire more firefighters, and initiated a greatly expanded water conservation public awareness campaign.

In March 2012, the Kings County Board of Supervisors proclaimed the existence of a local emergency due to drought. The local proclamations requested State and Federal Aid when available and applicable. The County's local emergency proclamation continues, along with 27 other counties in the State.

In May 2014, Kings County Office of Emergency Management (OEM) held their first Kings County Drought Task Force Meeting to facilitate the discussion on drought planning and preparedness within local communities. The Drought Taskforce was created to exchange information between state and local agencies. Regular meetings continue to take place, with updates from the following entities: State Water Resources Control Board – Division of Drinking Water, Department of Water Resources, Cal OES Region V, City of Avenal, City of Corcoran, City of Hanford, City of Lemoore, Kings Community Action Organization, Kings County Job Training Office, United Way, PG&E, Southern California Edison, Kings County Office of Education, Kings County Department of Public Health – Environmental Health, Community Development Agency, Health & Human Services, Public Works, and OEM.

In September 2014, the first drought-related water system issue was reported in the community of Hamblin. The Hamblin Mutual Water Company reported a dry well that serviced approximately 41 homes, and over 100 residents. Due to the established relationship with the City of Hanford, a temporary connection was made to the City of Hanford municipal water system within 6 hours. The Kings County Board of Supervisors, Office of Emergency Management, and Environmental Health departments responded with assistance from State Water Resources Control Board (SWRCB) – Division of Drinking Water to provide emergency water and funding to secure the temporary connection.

On September 19, 2014, Governor Brown issued Executive Order (EO) B-26-14 authorizing the California Office of Emergency Services (Cal OES) to provide California Disaster Assistance Act (CDAA) funding, as deemed appropriate, for local government assistance to provide emergency water supplies to households without water for drinking and/or sanitation purposes. Costs relating to the emergency distribution of water for drinking and/or sanitation incurred after January 17, 2014 may be eligible for CDAA reimbursement.

On January 15, 2014, the Secretary of the United States Department of Agriculture designated 27 counties as primary natural disaster areas due to drought. Kings County was included in this

designation and was eligible to be considered for certain assistance from the Farm Service Agency, provided eligibility criteria are met.

II. Current Conditions

January 2015 finished as one of the driest on historical record, with very little precipitation throughout the state. In early February, rainfall from a major statewide storm event provided 90% of the monthly average rainfall for the Northern Sierra, and 52% for the San Joaquin Valley. Less rain fell further south in the state during this storm. The February manual snowpack survey recorded California snowpack at 19% of normal to date, and 12% of the April 1st average. Local reservoir levels as of October 15, 2015 remain low: Millerton Lake – 35% of capacity (90% of average); Pine Flat – 12% of capacity (34% of average); and San Luis 18% of capacity (35% of average).

Cal OES continues to monitor and identify communities and local water systems in danger of running out of water. Approximately 2,502 wells statewide have been identified as critical or dry, which impacts an estimated 12,510 residents. As of October 7, 2015, Cal OES has reported that 2,355 of the 2,502 dry wells are concentrated in the inland regions within the Central Valley.

As Kings County continues to suffer from the impacts of a multi-year drought, many homeowners in unincorporated areas have seen their wells go dry. Due to high demand for well drilling services, residents and business owners have experienced extended wait times for a new or deeper well to be completed. Going without a dependable water supply for this length of time creates an extreme hardship and can potentially put the health and safety of those affected at risk.

III. Resources

A. Eligible Applicants

As outlined by EO B-26-14, the following entities are eligible to participate in the Emergency Water Distribution program:

- Counties
- Cities
- Special Districts
- Schools
- Private Non-profit organizations

Only those jurisdictions with the authority to provide emergency water supplies in response to a threat to public health and safety are eligible. Residents requesting assistance must work directly with these identified entities.

In addition to local public agencies, EO B-26-14 makes funding available under the State Private Non-profit Organization Assistance Program. This program allows certain eligible private non-profit organizations or intermediary private non-profit organizations to apply directly to the State for reimbursement of 100% of extraordinary costs incurred while providing emergency distribution of water for drinking and/or sanitation. However, local government must first

designate the private non-profit organization as the entity authorized to distribute water on its behalf.

B. Eligible Work and Costs

EO B-26-14 specifically identifies types of work and costs that are eligible for reimbursement when providing for the emergency distribution of water to residents. Eligible types of work include:

- Emergency work
- Category B – Emergency Protective Measures
 - Actions taken by a community before, during and following a disaster to save lives, protect public health and safety, or eliminate immediate threat of significant damage to improved public and private property through cost effective measures.
- Activities eligible only under a “Gubernatorial Proclamation”

Within these types of work, the eligible costs must be proven to be necessary and reasonable, must comply with standards of procurement, and be offset by all funds/credits provided to the resident via outside sources. The eligible costs include:

- Emergency water supplies for sanitation, such as providing portable toilets and/or portable shower or laundry services
- Installation and removal of temporary water tanks, and required appurtenances, to provide potable water to owner-occupied household for drinking and sanitation

C. Non-Eligible Costs

The following are examples of expenses that are ineligible for reimbursement through the CDAA for EO B-26-14:

- Income, fees, revenues, wages, or rents lost or voluntarily waived by a local agency
- Activities or costs associated with permanent work such as the drilling of wells
- The distribution of water to businesses (rental property is considered a business unless rental income is waived by the landlord)

D. CDAA Application

As a result of EO B-26-14, the California Disaster Assistance Act established incident CDAA 2014-03 by which eligible entities may apply to participate in the reimbursement program. The incident period of CDAA 2014-03 is January 14, 2014 through a date yet to be determined. A local agency has 60 days after the date of the proclamation of a local emergency to apply for state financial assistance. However, due to ongoing drought conditions, pursuant to California

Government Code, Section 8685.4, the Director of Cal OES may extend the time for filing an application for state financial assistance under CDAA. Time extensions will be considered on a case-by-case basis. Once CDAA receives a copy of an approved Emergency Drinking Water Plan, project application form, list of projects, and designation of authorized agency, participation in the program can begin.

IV. Emergency Water Distribution

A. Program Management

Kings County Office of Emergency Management will oversee the emergency water distribution program and will facilitate an Oversight Committee to review and approve applications for services. A private non-profit organization will be identified and tasked to perform the following duties on behalf of the County:

- Receive and prepare applications for review
- Install, weatherize, maintain, and remove temporary Water Distribution Systems
- Coordinate water deliveries
- Track active temporary Water Distribution Systems and their removal

The system will be designed as a temporary water delivery solution. All water distribution installations and site plans must be approved and the installation inspected by the Kings County Community Development Agency prior to use by the resident. The private non-profit organization is required to submit all plans, obtain permits and coordinate any required inspections.

B. Application Process

Kings County Office of Emergency Management will direct the identified private non-profit organization to receive, review, and track all applications for the temporary water distribution system program. Completed applications that meet eligibility requirements, along with supporting documentation, will be forward to OEM and reviewed by the Oversight Committee for final approval prior to system purchase and installation. Each household temporary water distribution system recipient will be required to provide documentation from a well driller or pump company verifying that the well is dry, should verification not be able to be determined by private non-profit, sign a tank Lease, Right of Entry, and Hold Harmless Agreement provided by the private non-profit organization to outline the responsibilities of all parties involved. The Agreements' terms must be met prior to installation or dissemination of any equipment or services related to the program.

C. Oversight Committee

Kings County Office of Emergency Management will facilitate an Oversight Committee to review and approve applications for temporary water delivery services and other services outside of water delivery as appropriate. The Oversight Committee will consist of a representative from

each of the following County departments: Office of Emergency Management, Public Health – Division of Environmental Health, Community Development Agency, and Human Services Agency. The Oversight Committee will review all applications to ensure that the appropriate level of service is being recommended and provided to residents in order to address health and safety concerns identified through the application process.

D. Site Inspection

Once applicant ownership has been verified by Kings County, the private non-profit organization will conduct a site inspection to verify the condition of the well and the existence of a feasible plan to have a new or deeper well constructed, or to determine if another long-term water supply solution is in place, and to determine the best location and design for the temporary water distribution system. The private non-profit organization will work with the Kings County Community Development Agency to obtain all necessary permits and to ensure that the temporary Water Distribution System is in compliance with current building and safety codes.

E. Temporary Water System Installation

Following the site inspection, the private non-profit organization will request final approval from the Oversight Committee to proceed with system installation. The private non-profit organization will arrange for the installation of the temporary water distribution system and ensure that each installed tank is labeled as “non-potable”.

F. Water Delivery

Once the system is installed, the private non-profit will coordinate water deliveries with water haulers that are licensed by the State Water Resources Control Board. Water deliveries must be pre-approved and scheduled in advance with the private non-profit organization. Bottled water deliveries will also be coordinated through the private non-profit organization. Recipients will receive no more than one water delivery per week. The amount of water delivered will be based on the number of residents in each home, with one gallon per person per day for drinking and 50 gallons per person per day for sanitation provided. Water delivered is solely for health and sanitation purposes. A recipient must agree to cease all ornamental watering activities while receiving services through the Temporary Water Delivery program.

G. Service and System Maintenance

The private non-profit organization will educate program recipients regarding the appropriate care and use of the system and instruct that all drinking and cooking activities should be conducted with bottled water. All system maintenance and repair issues will be coordinated directly through the private non-profit organization.

H. Inventory Control

The private non-profit organization will be responsible for the following activities related to inventory control:

- Assign inventory control numbers to each water distribution system unit
- Track equipment, installation location, and authorized equipment maintenance and repairs

-
- Coordinate recovery of water distribution system unit once permanent water services have been restored to residence
 - Disinfect water distribution system units to prepare for future distribution as needed

I. Water Quality

Licensed water haulers will be required to maintain records assuring the water delivered to and utilized in the temporary water distribution systems will meet potable water standards as identified by the California Code for Drinking Water. Although all of the water delivered will be potable, the private non-profit organization will provide a Drinking Water Advisory Notice to residents at the time of installation to ensure that bottled water is used for all drinking and cooking activities.

J. Reporting and Cost Recovery

The private non-profit organization will submit weekly reports to Kings County OEM that outline:

- Recipient information
- Approved services provided
- Cost associated with installation and maintenance
- Recovery of systems

In addition to weekly reports, Kings County OEM will review all requests for CDAA funding reimbursement. Once approved, these requests will be forward to Cal OES for payment.

Appendix A – Application

Date:

Do you rent or own the property? Own Rent

First Name:

Last Name:

Address:

Telephone:

City:

County:

Zip Code:

Well Address:

APN Number (If Available):

How many persons are using this well for their water source?

Age of Residents: Less than 18 18-60 Over 60

What is the primary use of the well? Domestic Agricultural

What is the current problem with the well?

Well is dry and needs to be replaced.

Other _____

Has dry well documentation been provided by a well drilling company or pump company?

Yes (Please attach documentation to application.) No

Have you contacted a well driller and been placed on a list for well installation?

Yes (Please attach documentation to application.) No

If yes, how long do you estimate it will take for the new well to be installed?

1- 3 months 3- 6 months 6-12 months 12-18 months

Have you completed and signed the Right-of-Entry Hold Harmless Agreement?

Yes (Please attach documentation to application.) No

Have you completed and signed the Personal Property Private Non Profit Enterprises Lease and Release and Waiver of Liability and Assumption of Risk Agreement?

Yes (Please attach documentation to application.) No

Have you received the Drinking Water Advisory Notice? Yes No

Owner Signature _____ Date: _____

By signing the application you are certifying under penalty of perjury under the laws of the State of California that all of the information is correct to the best of your knowledge.

For Official Use Only

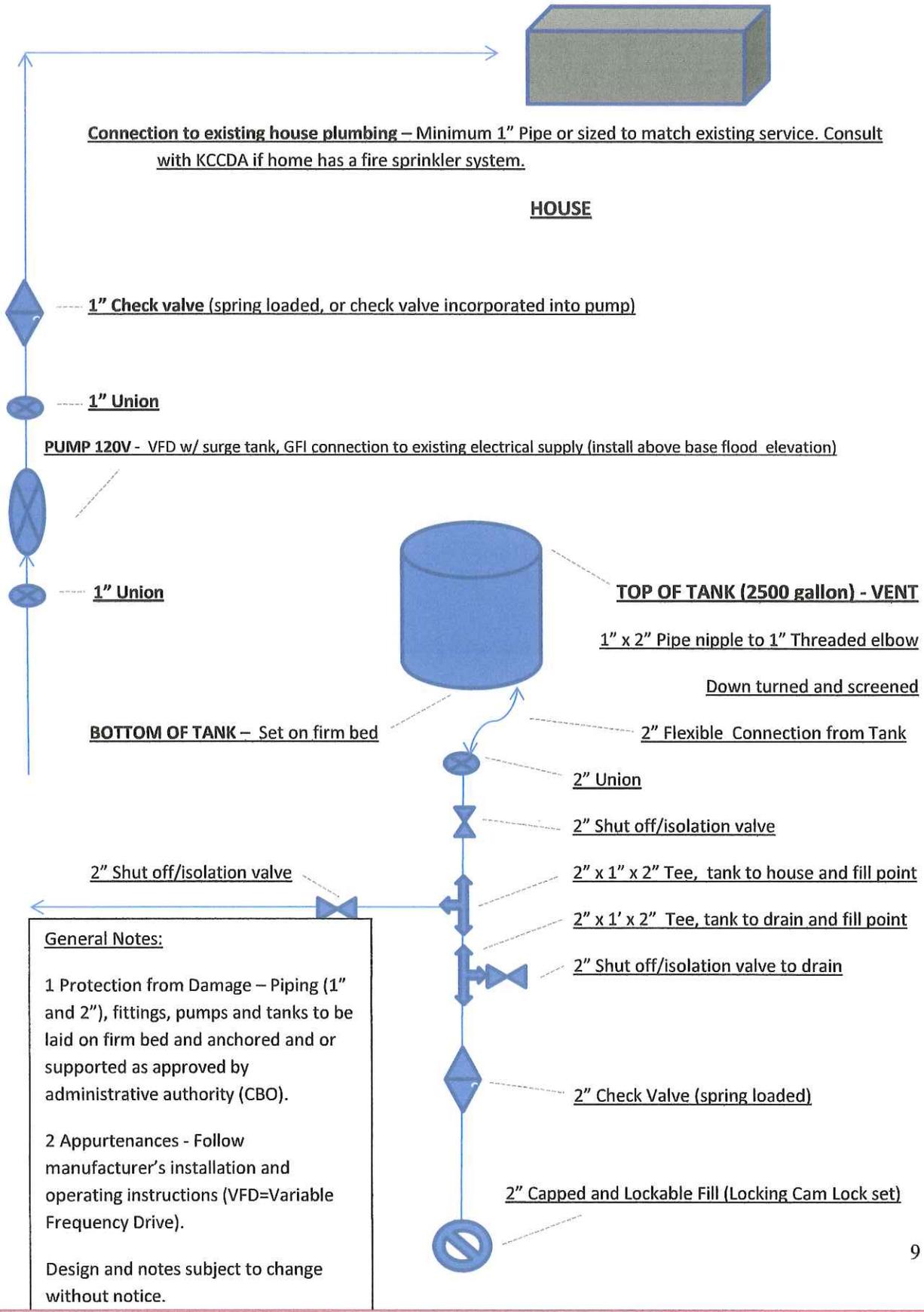
Application complete Yes No Signature: _____ Date: _____

Private Non Profit

Application approved Yes No Signature: _____ Date: _____

Appendix B – Installation Schematic

Typical Temporary Water Distribution System Install (CDA 2015)



Appendix C – Right of Entry, Hold Harmless Form, and Lease Agreement

RIGHT-OF-ENTRY HOLD HARMLESS AGREEMENT

(For Installation and Maintenance of Interim Water Supply on Private Property)

THIS RIGHT-OF-ENTRY HOLD HARMLESS AGREEMENT (“Permit”) is made and entered into this ____ day of _____, 2015 by and between _____ (“Owner”), COUNTY OF KINGS, a Political Subdivision of the State of California, (“County”), and SELF-HELP ENTERPRISES, a non-profit agency, whose address is 8445 W. Elowin Court, Visalia, CA 93290 (“Private Non Profit”), to allow County and Private Non Profit to enter upon Owner’s property commonly identified by Assessor’s Parcel Number (APN) _____, and by street address as _____, County of Kings, State of California (“Premises”), upon the following terms and conditions:

1. Grant of Right-of-Entry. Owner hereby grants County and Private Non Profit and officers and agents, including water haulers this Right of Entry Permit (the “permitted parties”) onto, over, in, and under the Premises for the purpose of inspecting the Premises, testing materials on the Premises, preparing the Premises, and placing a ground level water storage tank(s) with pump and appurtenances on the Premises, subject to the terms and conditions set forth in this Permit. Owner hereby also grants to permitted parties permission to deliver water to the water storage tank(s) on the Premises. Owner also grants permitted parties permission to remove tank, pump and appurtenances according to terms set forth herein. Permitted parties are offering provision of interim water supply pursuant to Executive Order B-26-14 executed by the California Governor to property owners under a separate personal property lease and release and waiver of liability and assumption of risk agreement.

2. Owner Obligations.

(a) During the term of this Permit Owner agrees not to enter into any other agreement that would impede the ability of Owner to continue to convey this Permit to permitted parties.

(b) Audits. All disaster-related funding, including that for inspection, testing, or installation of interim water supply on private property is subject to audit. Permitted parties will furnish any documentation in its possession to auditors when required to do so.

3. Term. The term of this Permit shall commence on _____, 20____, and shall proceed simultaneously during the term of the Personal Property Lease Release and Waiver of Liability and Assumption of Risk Agreement signed between Owner and Private Non Profit pertaining to the lease of the ground level water storage tank, pumps and appurtenances, for interim water supply as described herein. Upon the Personal Property Lease Release and Waiver of Liability and Assumption of Risk Agreement terminating, this Permit shall automatically terminate.

4. Release. Owner releases, discharges and waives any and all claims in law or equity, for loss, damage, expense, personal injury, charges or costs of any kind or character,

including attorneys' fees and court costs (hereinafter collectively referred to as "Claims"), which Owner could assert arising out of or in any way connected to actions arising out of this Permit, against Kings County, Private Non Profit, the State of California, and the water haulers including each of their agencies and departments and political subdivisions, and any of the officers, agencies, agents, contractors, subcontractors, employees, and volunteer of those entities.

5. State of California is Held Harmless. As to any activity funded wholly or in part with State funds, Owner shall indemnify and hold harmless the State of California, and any of their officers, agencies, agents, contractors, subcontractors, employees, and volunteers; against any and all claims, deductibles, self-insured retentions, demands, liability, judgments, awards, fines, mechanics' liens or other liens, labor disputes, losses, damages, expenses, personal injury, charges or costs of any kind or character, including attorneys' fees and court costs, in law or in equity (hereinafter collectively referred to as "Claims"), which arise out of or are in any way connected to actions arising out of this Permit, regardless of fault.

6. County and Private Non Profit are Held Harmless. As to any activity conducted by permitted parties, Owner shall indemnify and hold them harmless, including any of their officers, agencies, agents, contractors, subcontractors, employees, and volunteers; against any and all claims, deductibles, self-insured retentions, demands, liability, judgments, awards, fines, mechanics' liens or other liens, labor disputes, losses, damages, expenses, personal injury, charges or costs of any kind or character, including attorneys' fees and court costs, in law or in equity (hereinafter collectively referred to as "Claims"), which arise out of or are in any way connected to actions arising out of this Permit, regardless of fault.

7. Notice of Hazards. Owner shall make Owner's best efforts to mark any sewer lines, utilities, septic tanks, underground storage tanks, and water lines located on the Premises.

8. No Assumption of Liability for Damage to Premises. In consideration of the assistance provided to Owner under this Permit, at no cost to Owner, State of California, and permitted parties assume no liability or responsibility pertaining to inspecting the Premises, testing materials on the Premises, preparing the Premises, and placing a ground level water storage tank(s) with pump and appurtenances on the Premises. Therefore, Owner shall not seek to recover from permitted parties nor State of California or any of their officers, agencies, agents, contractors, subcontractors, employees, and volunteers, the costs of remediating any damages to the Premises incurred as a result of acts or omissions taken pursuant to this Permit.

9. Agents of County and Private Non Profit. Any person, firm, corporation or other entity authorized by the County to work upon the Premises pursuant to this Permit shall be deemed to be County's agent, including but not limited to Private Non Profit, water haulers, County and State of California, and shall be subject to all applicable terms of this Permit.

10. Authority. Owner represents and warrants that Owner has full power and authority to execute and fully perform Owner's obligations under this Permit. If Owner is an entity, Owner also represents and warrants that Owner has such power and authority pursuant to its governing instruments, without the need for any further action, and that the person(s) executing this Permit on behalf of Owner are the duly designated agents of Owner and are

authorized to do so. Owner expressly represents and warrants that fee title to the Premises is vested solely in Owner, except to the extent common ownership, or condominium or homeowners association of a portion of the structures on the Premises or of the land comprising the Premises, is disclosed here:

Common ownership if any (if none, write "none"): _____

11. Entire Agreement. This Permit constitutes the entire agreement between the parties with respect to the subject matter hereof, and all prior or contemporaneous agreements, understandings and representations, oral or written, are superseded.

12. Modification. The provisions of this Permit may not be modified, except by a written instrument signed by all parties to this Permit.

13. Partial Invalidity. If any provision of this Permit is determined by a court of competent jurisdiction to be invalid or unenforceable, the remainder of this Permit shall not be affected thereby. Each provision shall be valid and enforceable to the fullest extent permitted by law.

14. Successors & Assigns. This Permit shall bind and benefit the parties and their successors and assigns, except as may otherwise be provided herein.

15. Notices. Any notice required hereunder shall be provided as follows:

For the Owner:

Name: _____

Address#1: _____

Address#2: _____

Phone number: _____

Cell phone number: _____

Work phone number: _____

Email address: _____

Declaration Under Penalty Of Perjury

By signing below, you are certifying under penalty of perjury under the laws of the State of California that you have read and understand all of the information in aforementioned Right- Of- Entry Permit and all of the information entered is correct and to the best of your knowledge.

OWNER: Assessor's Parcel Number: _____ Property Address: _____ _____ By: _____ (signature) _____ (printed name) _____ (date) Phone #1: _____ Phone #2: _____ Email address: _____ _____
--

**Personal Property Lease
Release and Waiver of Liability and
Assumption of Risk Agreement**

I. This lease made this _____, 2015 between Self-Help Enterprises (“Lessor”), a non-profit agency, whose address is 8445 W. Elowin Court, Visalia, CA 93290, and _____ (“Lessee”).

II. Lessor hereby leases to Lessee the following personal property (“Property”):

- (1) 1 - _____ gallon ground level storage tank.....Inventory #(T _____)
- (2) 1 1-Horsepower Shallow Well Pump with Pressure Tank.....Inventory#(P _____)
- (3) Miscellaneous Plumbing Material for interim potable water connection on the following conditions:

III. Term

The term of the lease shall be 12 months. Such term shall commence on _____, 20____ and terminate on _____, 20____, unless otherwise terminated as provided in this lease. Lessor shall have the right, at its option, to extend the term of this lease for a period of time after the expiration of the lease term by giving written notice to Lessee before the end of the lease term. A condition of extending the lease term will include documentation that the lessee has made efforts to obtain a long term solution to the lessee’s subject property’s water outage for residential purposes. Lessee shall have the right to terminate the lease at any time upon providing written notice to Lessor, and allow reasonable time for the Lessor to remove personal property listed above.

IV. No Compensation For Lease

Lessor shall lease the equipment referenced above to Lessee, and Lessee and Lessor shall comply with the terms and conditions of this lease without the payment of any monetary consideration between Lessor and Lessee, one party to the other.

V. Location of Property

Lessee shall be entitled to use the Property only at the following location _____. Lessee shall not remove Property from this location without the prior written consent of Lessor.

VI. Maintenance and Repair

Lessee shall exercise due care in the use and maintenance of Property, keeping it in good repair and in a condition equivalent to that in which it was received by Lessee, ordinary wear and tear excepted. Lessee may not tamper with the temporary system; any tampering may result in system removal. Lessee may not turn on pump after the installation; the initial purging of the pump must

be conducted by the Non-Profit agency or Contractor. Lessee is responsible for Property and shall protect property from damage and notify authorities of any vandalism or theft. If pumps are allowed to run with no water, they may fail so it is the Lessee's responsibility to turn pump off when tank is low and/or out of water. If a pump fails due to initial purge from Lessee or lack of water, it is the Lessee's responsibility to replace the pump. As needed, the Lessee shall allow the Lessor or its representative to test and disinfect water in water tank/pump system.

VI. Water Use

Lessee agrees to use all water delivered solely for health and sanitation purposes. Lessee agrees to cease all ornamental watering activities while receiving services through the Kings County Emergency Water Distribution Program.

VIII. Assignment or Sublease

Lessee will not assign this lease or sublet the leased Property unless the written consent of the Lessor is first obtained.

IX. Default

If Lessee shall be in default of any of any term and condition in this lease or in the separate right-of-way hold harmless agreement, remove or attempt to remove the leased Property from location without first obtaining Lessor's written consent, or the declared proclamation of a local emergency as a result of the current drought is no longer in place ceasing available allocated funding from the State of California to provide/maintain the leased Property to Lessee, Lessor shall, at its discretion, terminate this lease and Lessee's right to possession of leased Property, and Lessor shall then without demand on or written notice to Lessee take possession of leased Property.

X. Return of Property

On expiration or earlier termination of this lease (such as if a long term water solution is implemented), Lessee shall return leased Property to lessor in good repair, ordinary wear and tear excepted.

XI. Indemnity

Lessee hereby agrees to indemnify and save and hold harmless Lessor, County of Kings, and State of California, and any of their officers, agencies, agents, contractors, subcontractors, employees, and volunteers against any and all claims, actions, proceedings, demands, damages, judgments, awards, fines, mechanics' liens or other lien, loss, expenses, personal injury, property injury, charges or costs of any kind or character and liabilities, including attorney's fees and court costs, in law or in equity, which arise from or are anyway connected with the lessee's possession, use, and return of the leased Property.

XII. Applicable Law

This lease, and construction thereof, shall be governed by the laws of the State of California.

XIII. Notices

Any notice to be given under this lease shall be given by mailing the notice:

TO LESSOR: Private Non Profit Enterprises

TO LESSEE: _____

Release and Waiver of Liability and Assumption

Lessee hereby acknowledges that every effort is made to ensure that water being provided through the County Emergency Water Distribution Program is potable water. All materials and equipment used are of potable-grade, only potable water sources and haulers that are licensed by the California Department of Public Health are used; however no warranty is made and user assumes all risk of utilizing this water for any specific purpose including drinking, cooking or oral hygiene.

Lessee hereby acknowledges that THE USE OF LEASED PROPERTY MAY BE DANGEROUS and involves the risk of serious injury and/or death and/or property damage.

Lessee hereby agrees that this Release and Waiver of Liability and Assumption of Risk Agreement, and Personal Property Lease extends to all acts of negligence by Lessor, County of Kings, State of California and is intended to be as broad and inclusive as permitted by the laws of the State of California and federal government.

I HAVE READ THE TERMS OF THIS PERSONAL PROPERTY LEASE, RELEASE AND WAIVER OF LIABILITY and ASSUMPTION OF RISK AGREEMENT, FULLY UNDERSTAND THE TERMS, UNDERSTAND THAT I HAVE GIVEN UP SUBSTANTIAL RIGHTS BY SIGNING IT, AND HAVE SIGNED IT FREELY AND VOLUNTARILY WITHOUT ANY INDUCEMENT, ASSURANCE, OR GUARANTEE BEING MADE TO ME AND INTEND MY SIGNATURE TO BE A COMPLETE AND UNCONDITIONAL RELEASE OF ALL LIABILITY TO THE GREATEST EXTENT ALLOWED BY LAW.

(Lessee's Signature)

(Date)

(Lessor's Signature)

(Date)



EDMUND G. BROWN JR.
GOVERNOR



MATTHEW RODRIGUEZ
SECRETARY FOR
ENVIRONMENTAL PROTECTION

State Water Resources Control Board

May 5, 2015

Community Water Systems/Water Providers

Due to the intensity of the drought in California, several communities are facing limited to no availability of safe drinking water for its residents. For communities that lack reliable drinking water sources, the State is helping to supply potable water by hauling water from external sources.

As the drought continues to intensify, the State Water Resources Control Board applauds a water system's willingness to provide emergency water assistance to nearby communities as an alternative or in conjunction with State provided hauled water. As a reminder, any water that is produced, but not used in a water supplier's service area, is not counted towards Total Water Production and therefore is not subject to the conservation standard adopted by the State Water Board.

Please contact Darrin Polhemus at (916) 341-5458 or Darrin.Polhemus@waterboards.ca.gov if you have any questions or concerns.

Sincerely,

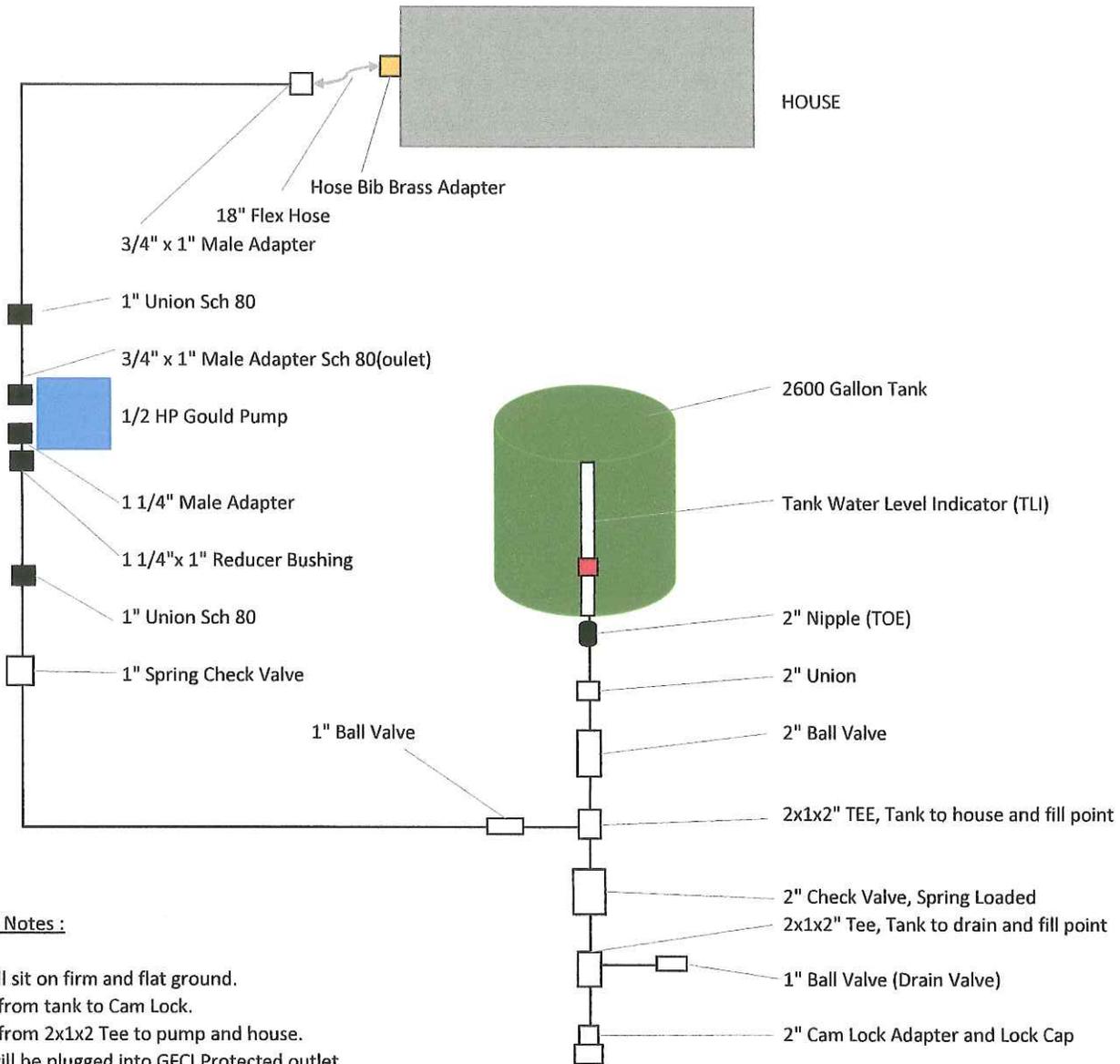
A handwritten signature in black ink that reads "Thomas Howard".

Thomas Howard
Executive Director

FELICIA MARCUS, CHAIR | THOMAS HOWARD, EXECUTIVE DIRECTOR

1001 I Street, Sacramento, CA 95814 | Mailing Address: P.O. Box 100, Sacramento, Ca 95812-0100 | www.waterboards.ca.gov

Installation Schematic For A Single Tank



General Notes :

Tank will sit on firm and flat ground.

2" pipe from tank to Cam Lock.

1" pipe from 2x1x2 Tee to pump and house.

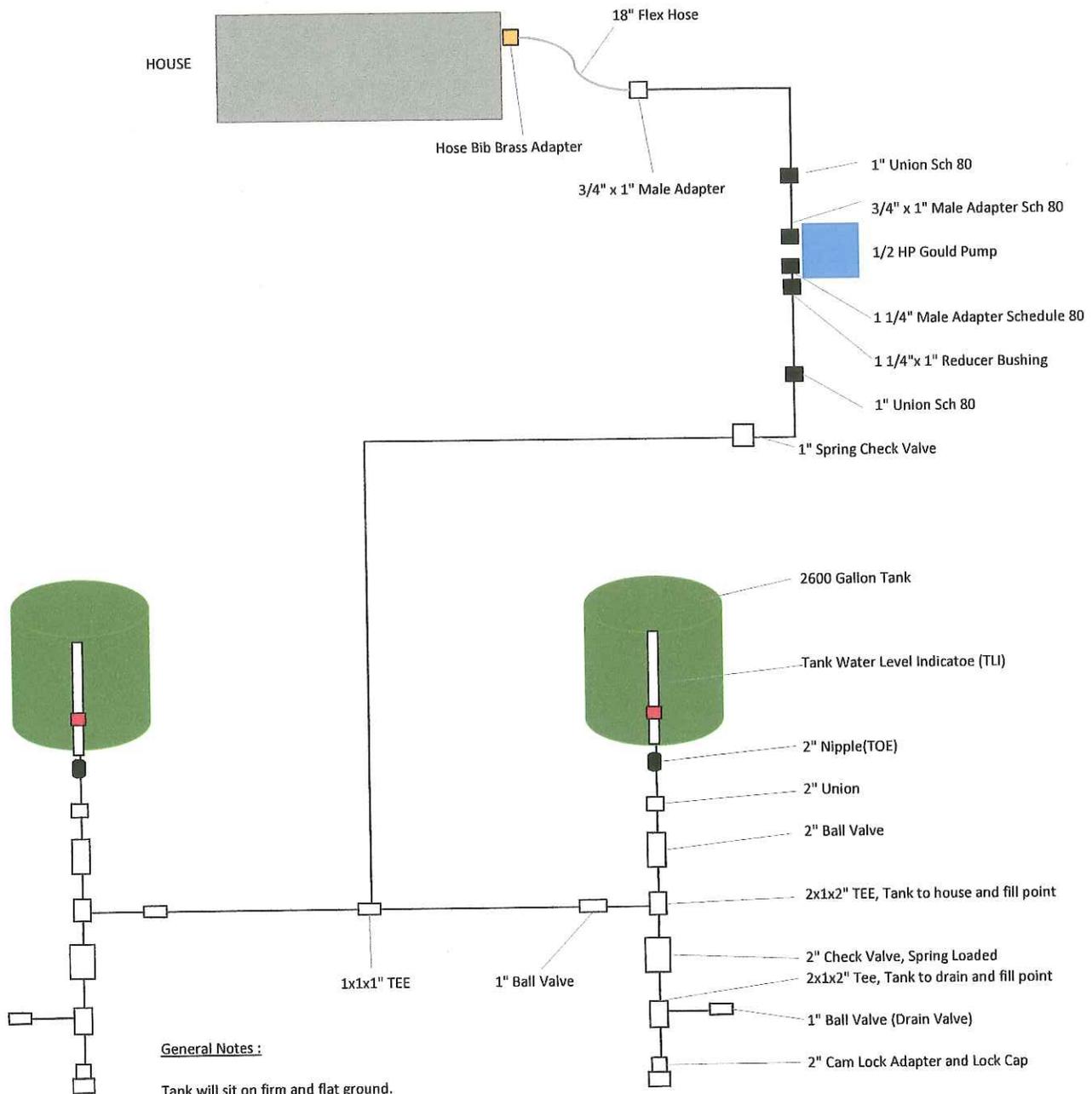
Pump will be plugged into GFCI Protected outlet.

All 1" PVC to be foam insulated

All 2" PVC From 2" Check valve to 2" Nipple to be fiberglass insulated

2" PVC pipe from Check Valve to Cam Lock will be painted for UV Protection (Does not hold water)

Installation Schematic for Two Tanks



General Notes :

Tank will sit on firm and flat ground.

2" pipe from tank to Cam Lock.

1" pipe from 2x1x2 Tee to pump and house.

Pump will be plugged into GFCI Protected outlet.

All 1" PVC to be foam insulated

All 2" PVC From 2" Check valve to 2" Nipple to be fiberglass insulated

2" PVC pipe from Check Valve to Cam Lock will be painted for UV Protection (Does not hold water)



2600 Gallon Storage Tank

- Strong, durable construction.
- Will not leak, rust, chip or corrode.
- Roto-molded high density polyethylene.
- Suitable for potable water storage.



• 6 year manufacturer warranty on all agricultural tanks

• 7 year manufacturer warranty on all water tanks



Top View

Lid

Material: Polypropylene
 Color: Black
 Dimension: 18"
 Vent: 4"



Colors available

Capacity	Diameter (A)	Height (B)
2600 Gallons	94 Inches	104.7 Inches



White



Black

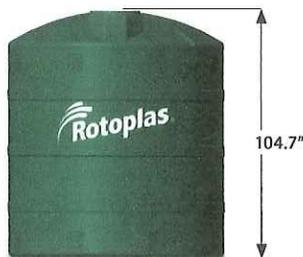


Green

Side View

Tank

Material: HDPE
 Manhole: Octagonal
 Diameter: 94"
 High: 104.7"
 Graduation: Gallons
 Fitting area: 1 of 8"x10"
 Two Banjo 2" threaded, bulkhead fittings (with caps)



Applications

Available in 3 different versions

1.0 SPG - Water tanks can be used to store domestic water, collect rainwater, provide an emergency supply or fire protection.

1.5 SPG - Agricultural tanks are used to store liquid fertilizers and chemicals.

1.9 SPG - Industrial tanks are used to store corrosive liquids.



www.rotoplasusa.com

• Service • Quality • Innovation

RPSTSS-2600GRN

TECHNICAL BROCHURE

BJRPKG



JRS5X, JRS5K, JRS5L, JRD5X, JRD5K, JRD5L

PUMP AND TANK PACKAGES

 **GOULDS**
WATER TECHNOLOGY
a xylem brand

Residential Water Systems

TANK FEATURES

Deep Drawn Steel Shells: Provide maximum material strength.

Inner Shell: Prevents diaphragm from over-expanding.

Heavy Duty Diaphragm: Made of finest quality butyl rubber. Separates air and water, maintains air charge.

Interior Tank Lining: Fusion bonded polymeric lining (durable polypropylene liner used on V15P). Both meet FDA requirements.

Maximum Working Pressure: 100 PSI for V45PST and V60PST, 125 PSI for V15P.

Tank Temperature Rating: Maximum 120° F.

Appliance Appearance Exterior Finish: High durability exterior finish of tough, powder coat over a zinc phosphate surface treatment.

Heavy Duty Base: Eliminates corrosion due to condensation and exposure to the elements. Made of high density polypropylene.

Tanks are designed for installation indoors or where they are protected from rain, irrigation overspray, salt air and other corrosive environments. Always protect tanks from freezing.

ORDER INFORMATION

Model No.	HP	Replacement Pump Model No.	Tank Model	Drawdown at	
				20/40 PSI	30/50 PSI
JRD5X	½	JRD5	V15P	1.7	1.4
JRD5K	½	JRD5LT	V45PST	5.1	4.3
JRD5L	½	JRD5LT	V60PST	7.3	6.1
JRS5X	½	JRS5	V15P	1.7	1.4
JRS5K	½	JRS5LT	V45PST	5.1	4.3
JRS5L	½	JRS5LT	V60PST	7.3	6.1

APPLICATIONS

Home, farm and cottage water systems and booster service.

PUMP SPECIFICATIONS

Pump:

- Pipe connections: 1" NPT pressure, 1¼" NPT suction, 1" NPT discharge
- Pressure switch: AS4 preset 30-50 PSI

Motor:

- NEMA service factor
- 60 Hz
- ½ HP, 115/230 V capacitor start
- 3500 RPM
- Built-in overload with automatic reset
- Stainless steel shaft

PUMP FEATURES

JRS models have an integral shallow well jet built into the casing, which eliminates the need for a separate shallow well adapter.

JRD models require a deepwell jet assembly package that must be ordered SEPARATELY.

See twin pipe performance rating chart for jet assembly package order number.

Serviceable:

- Back pullout design allows disassembly of pump for service without disturbing piping.
- Two compartment motor for easy access to motor wiring and replaceable components.
- Corrosion resistant, engineered plastic tubing and fittings are easily removed for cleaning. Premium o-ring design fittings need only be hand tight to seal.

Powered for Continuous Operation: Pump ratings are within the motor manufacturer's recommended working limits. Can be operated continuously without damage.

Corrosion Resistant: Electro-coat paint is applied inside and out, then baked on.

Excellent Air Handling Ability: After initial priming the pump has the ability to re-prime itself even when air gets into the system.

Drain Plug: For ease of winterizing and maintenance.

Seal Housing: Engineered composite. Corrosion and abrasion resistant.

Impeller: F.D.A. compliant, glass filled Noryl®.

Diffuser (Guidevane): F.D.A. compliant, injection molded, food grade, glass filled Lexan®.

PERFORMANCE RATINGS

Shallow Well Systems

HP/Order No.	½ HP-JRS5				
Nozzle	AN018				
Venturi	AD3330				
Total Suction Lift (Feet)	Discharge Pressure - PSI				Maximum Shut-off (PSI)
	20	30	40	50	
5	14.1	13.3	10.5	5.8	64
10	12.4	12.0	9.2	4.2	59
15	10.5	10.0	8.0	2.4	56
20	8.6	8.5	6.6	1.0	53
25	6.7	6.5	5.0	0.6	51

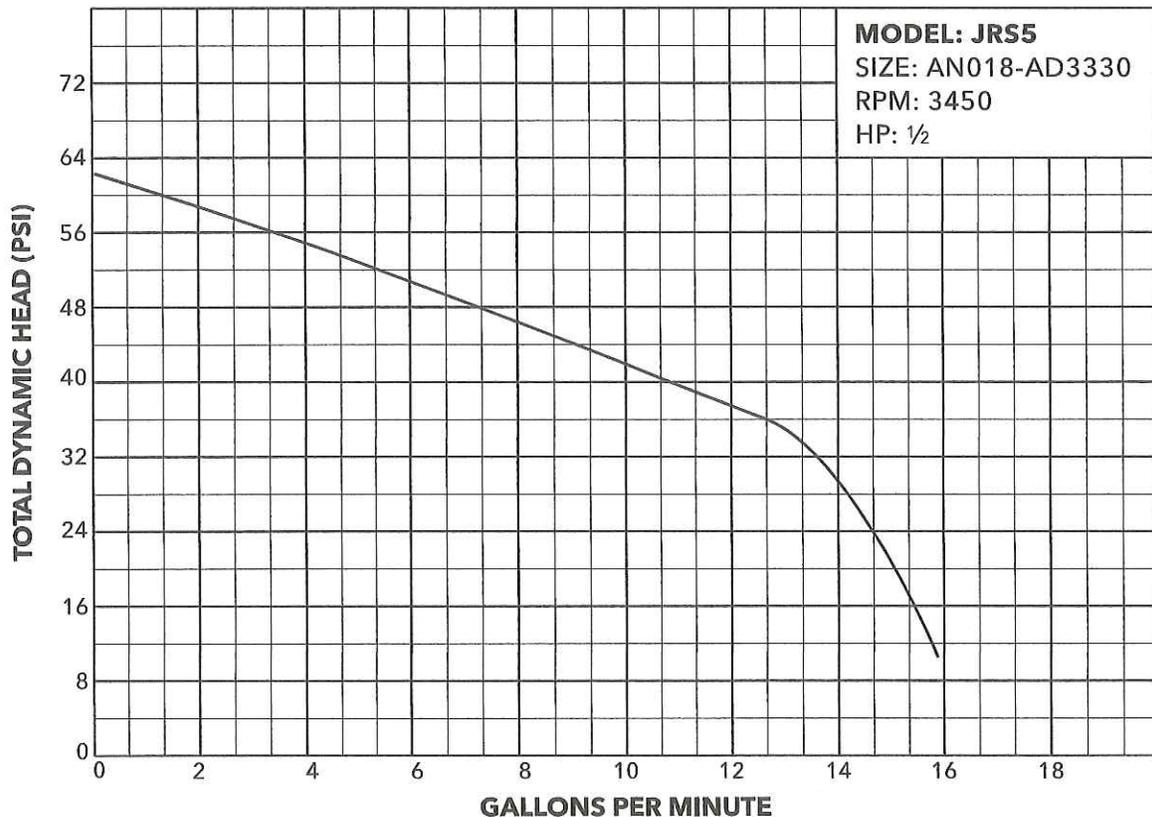
Twin Pipe Systems

HP/Model	½ HP - JRD5					
Jet Assembly Package (1)	FT3-09	FT4-13	FT4-31	FT4-08	FT5-14	
Well Casing Min. I.D. (in.)	3	4			4½	
Pressure	¾	1			1¼	
Suction	1	1¼			1½	
Jet Body (only)	AT3	AT4			AT5	
Nozzle	AN015	AN017	AN016	AN015	AN018	
Venturi	AD722	AD726	AD723	AD720	AD724	
Control Valve Setting (PSI)	30					
Depth to Jet Assembly (Based on Submergence of 5')	Feet	Gallons Per Minute (GPM)	30-50 PSI Pressure Switch Setting			
	30	6.4	11.7	10.0		
	40	5.7	10.7	8.0		
	50	4.3	9.3	6.8		
	60			6.2	4.7	
	70			5.0	4.2	5.0
	80				3.3	4.3
	90				2.8	3.7

(1) Jet Assembly Package includes: Jet Body, Venturi, Nozzle, Foot Valve

Important Note: An offset of 50 feet will result in a decrease of about 25% from ratings as shown.

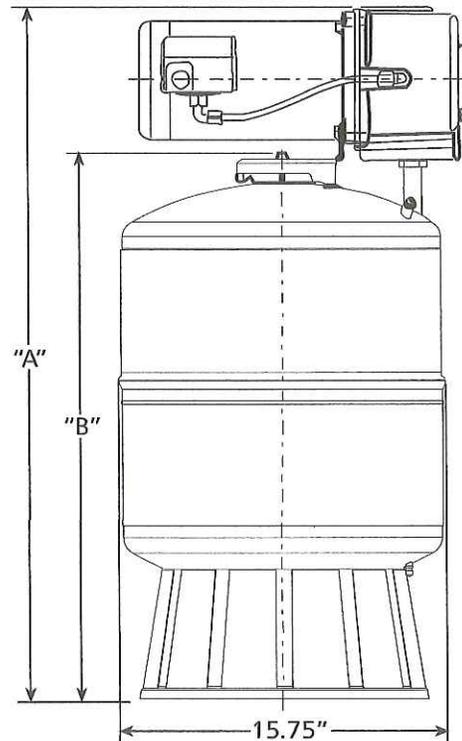
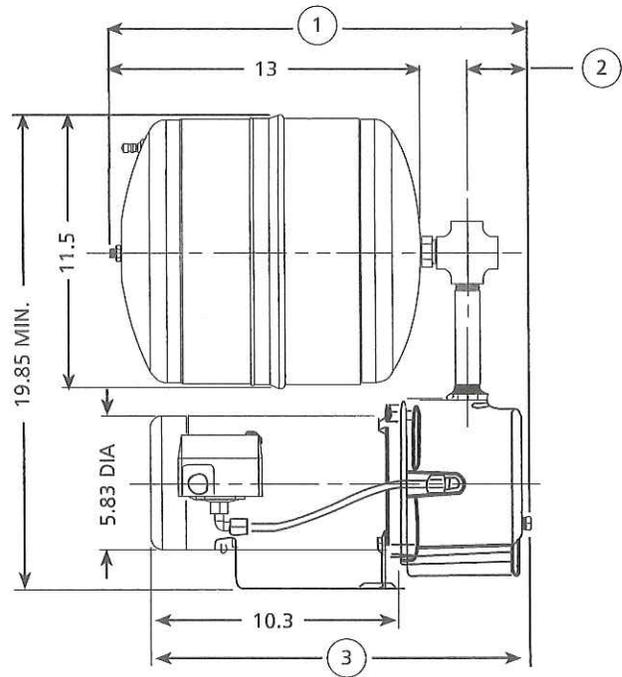
JRS5 PERFORMANCE CURVE (At 0' Suction Lift)



SYSTEM DIMENSIONS

Model	Tank	Tank Wt. (lb.)	Total Wt. (lb.)	①	②	③
JRD5X	V15P	12	43	17.5	2.5	15.6
JRS5X	V15P	12	43	18.5	3.5	16.7

Model	A (in.)	B (in.)	Tank	Tank Wt. (lb.)	Total Wt. (lb.)
JRD5K	32.5	25.5	V45PST	28	58
JRD5L	40.0	33.0	V60PST	40	70
JRS5K	33.0	24.5	V45PST	28	58
JRS5L	40.5	32.0	V60PST	40	70



xylem
Let's Solve Water

Xylem, Inc.
2881 East Bayard Street Ext., Suite A
Seneca Falls, NY 13148
Phone: (866) 325-4210
Fax: (888) 322-5877
www.xylem.com/brands/gouldswatertechnology

Goulds is a registered trademark of Goulds Pumps, Inc. and is used under license.
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Interim Water Tank Systems
Resident Water Allotment

# of Residents	Gallons per Day	Gallons per Week	Number of Tanks Needed for Allotment	Delivery Schedule
1	x 50 = 50	x 7 = 350	1	Bi-Weekly
2	x 50 = 100	x 7 = 700	1	Bi-Weekly
3	x 50 = 150	x 7 = 1,050	1	Bi-Weekly
4	x 50 = 200	x 7 = 1,400	1	Weekly
5	x 50 = 250	x 7 = 1,750	1	Weekly
6	x 50 = 300	x 7 = 2,100	1	Weekly
7	x 50 = 350	x 7 = 2,450	2	Bi-Weekly
8	x 50 = 400	x 7 = 2,800	2	Weekly
9	x 50 = 450	x 7 = 3,150	2	Weekly
10	x 50 = 500	x 7 = 3,500	2	Weekly
11	x 50 = 550	x 7 = 3,850	2	Weekly
12	x 50 = 600	x 7 = 4,200	2	Weekly
13	x 50 = 650	x 7 = 4,550	2	Weekly
14	x 50 = 700	x 7 = 4,900	3	Weekly
15	x 50 = 750	x 7 = 5,250	3	Weekly
16	x 50 = 800	x 7 = 5,600	3	Weekly

Kings County Temporary Water Distribution System

Tulare County

$$\begin{array}{r} 2,317 \text{ Residents Program is Assisting} \\ / \quad 546 \text{ Active Tanks} \\ \hline 4.24 \text{ Average Household Size} \\ \\ 4 \text{ Residents Living in Home} \\ x \quad 350 \text{ Gallons allotment per Person per Week} \\ \hline 1400 \text{ Gallons Weekly Water Allotment} \\ \hline \mathbf{5600 \text{ Gallons Monthly Water Allotment Per Household}} \quad (\text{On Average}) \end{array}$$

City of Kingsburg's Water Rate

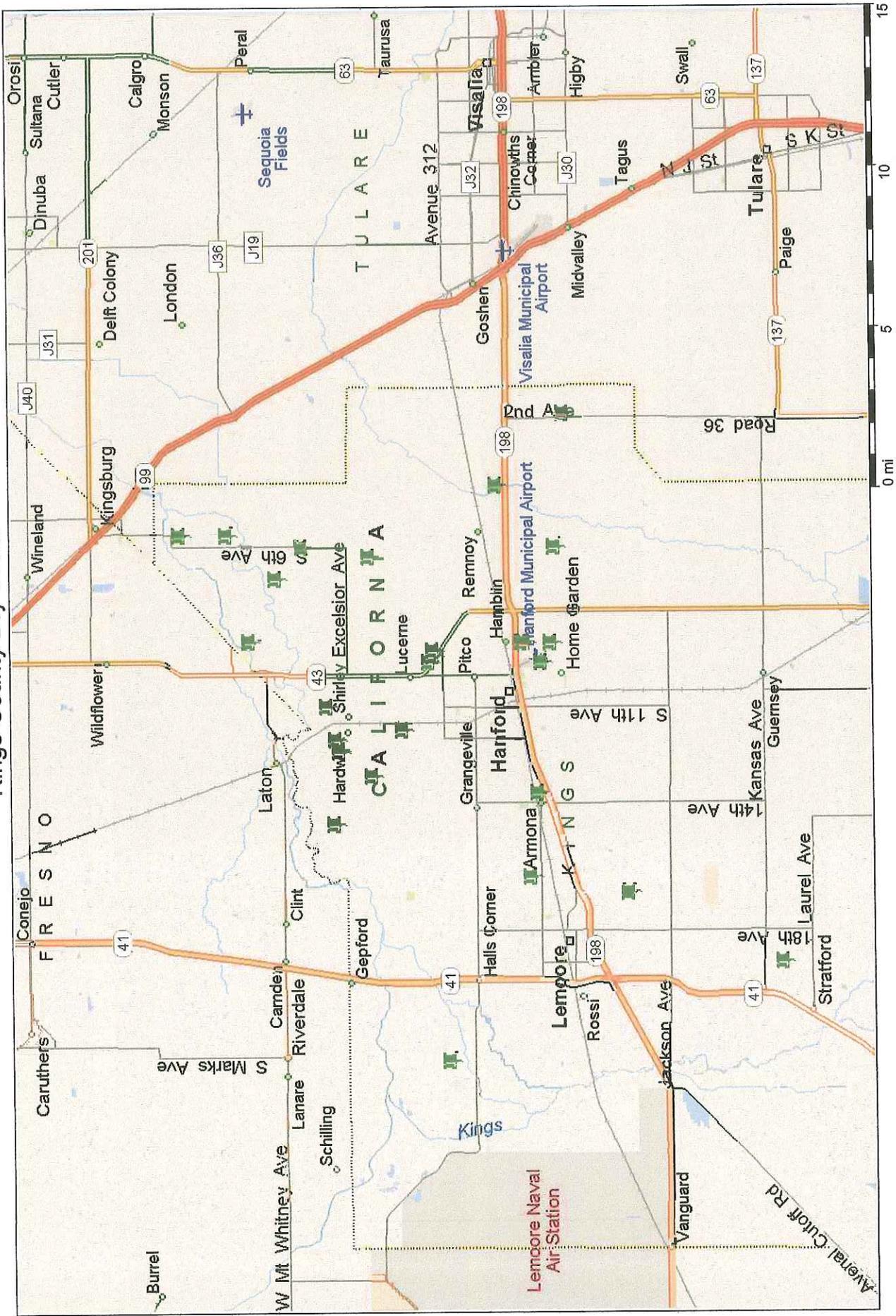
\$28.75 Base Rate 11,000 gallons/month
\$0.80 Per Additional 11,001 gallons to 22,000

Kings County Program

5,600 Gallons Monthly Water Allotment Per Household (On Average)

Municipality Rates vary from \$6 - \$10 per 1,000 gallons. If the City of Kingsburg chose to sell water between \$6 - \$10 per 1,000 gallons drawn from the water haulers the City could potentially receive \$33.60 - \$56 per household per month.

Kings County Dry Wells



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California Disaster Assistance Act For Drought

Household Water Tank Program

Eligibility Criteria

All Household Water Tank Program participants are required to sign a Hold Harmless Agreement along with a Right-of-Entry Agreement.

1. Primary Residential Unit Occupied by Legal Owner

- If a residential property is occupied by the legal owner and it is their primary residence, the property is eligible to receive a water tank, permit and installation costs, as well as water delivery services, if it has been determined the well located on the property is no longer providing water due to the drought.

2. Primary Residential Unit Occupied by Legal Owner with Additional Residential Units

- If a residential property is occupied by the legal owner and it is their primary residence with additional residential family unit(s) on the subject property, the property may be eligible to receive a water tank, permit and installation costs, as well as water delivery services. To be eligible, all of the unit(s) must be served by the same water tank and connection as the primary unit. If the unit(s) cannot all be served by the same water tank and connection as the primary residence, the additional unit(s) will be treated as a separate Rental Unit(s) (see Rental Matrix).
- If a residential property is occupied by the legal owner and it is their primary residence with additional rental unit(s) on the subject property, the rental unit(s) may be eligible to receive water delivery services. To be eligible, all of the rental unit(s) must be served by the same water tank and connection as the primary residence. If the additional unit(s) cannot all be served by the same water tank and connection as the primary residence, the unit(s) will be treated as a separate Rental Unit(s) (see Rental Matrix).

3. Primary Residential Unit Occupied by Family Member of the Legal Owner

- If a primary residential property is occupied by a family member of the legal owner of the property, the primary unit may be eligible to receive a water tank, permit and installation costs, as well as water delivery services, if the legal property owner signs an agreement with the local jurisdiction. If it is not possible for the legal owner to sign an agreement, self-certification may be acceptable.

4. Primary Residential Unit Occupied by Family Member of the Legal Owner with Additional Residential Units

- If a residential property is occupied by family of the legal owner and it is their primary residence with additional residential Family Unit(s) or Rental Unit(s) on the property, the

California Disaster Assistance Act For Drought

Household Water Tank Program

property may be eligible to receive a water tank, permit and installation costs, as well as water delivery services. To be eligible, all of the unit(s) must be served by the same tank and connection as the primary unit; otherwise, the additional unit(s) will be treated as separate Rental Unit(s). Additionally, the legal property owner must sign an agreement with the local jurisdiction. If it is not possible for the legal owner to sign an agreement, self-certification may be acceptable.

5. Primary Residential Unit Occupied by Renter-Lessee-Tenant

- If a residential unit is occupied by a renter/tenant and the legal property owner or third party provides and maintains a water tank for the rental unit, pays the local jurisdiction permit costs, tank installation costs (installation must comply with local permit requirements), and is currently providing water delivery services, this rental will not be eligible for the Household Water Tank Program.
- If a residential unit is occupied by a renter/tenant and the legal property owner or third party provides and maintains a water tank for the rental unit, and the owner pays local jurisdiction permit costs, tank installation costs (installation must comply with local permit requirements), and the legal property owner demonstrates financial inability to assume cost of water delivery services, the current tenant is eligible for water delivery and filling services. All privately procured or third party materials must comply with the Household Water Tank Program standards.
- If a residential unit is occupied by a renter/tenant and the legal property owner demonstrates financial inability to pay the cost of the water tank, but has the ability to pay for local permitting costs and the costs to install the tank in compliance with the Household Water Tank Program, the legal property owner may be eligible under the Household Water Tank Program to receive a water tank and water delivery for the current tenant. The tank will be owned and maintained by the county. Installation of county equipment must be completed by a licensed contractor.
- If a residential unit is occupied by a renter/tenant and the legal property owner demonstrates financial inability to assume cost of the water tank, installation costs, and water delivery costs but complies with Household Water Tank Program standards; the local jurisdiction will provide a water tank, tank installation costs (installation must comply with local permit requirements), and water delivery for the current tenant. The water tank will be owned and maintained by the county. Installation of county equipment must be completed by a licensed contractor. However, the property owner is responsible to pay the permit fees.

California Disaster Assistance Act For Drought

Household Water Tank Program

Glossary of Terms

- **Current Tenant:** The tenant of record at the time of water tank installation.
- **Family:** Any person(s) related to the owner, occupying a residential housing unit; and who 1) makes no rental or lease payment(s); 2) pays a portion of the mortgage; or 3) pays a portion of the property taxes on the property.
- **Family Unit:** Any residential property occupied by a family member of the owner.
- **Hold Harmless Agreement:** A contract between two parties designed to release one or both parties from legal claims.
- **Owner:** The legal owner of a residential property.
- **Renter(s), Lessee(s) or Tenant(s):** Any person(s) not related to the owner, occupying a residential housing unit, under the terms of a written or unwritten rental contract, lease, lease/rent-to-own, or other arrangement in which the occupant provides payment to the owner of the property for use of the housing unit.
- **Rental or Lease Agreement:** A contract by which one conveys real estate, equipment, or facilities for a specified term and for a specified rent.
- **Rental Unit(s):** Any residential property unit(s) occupied by a non-family member renter(s) or tenant(s).
- **Right-of-Entry Agreement:** A contract allowing the legal right to enter upon land in the possession of another for a special purpose without being guilty of a trespass.
- **Third Party:** Any organization leasing or renting water tanks. May include maintenance and filling services.

HOUSEHOLD WATER TANK PROGRAM

RESIDENTIAL UNITS

RESIDENTIAL UNITS		
Occupied By:	Eligible For:	Additional Requirements:
Owner	Tank Permit Installation Water	Must show the well is dry due to the drought
Owner + Family Members	Tank Permit Installation Water	Must show the well is dry due to the drought Additional unit(s) must be served by the same tank and connection as the primary residential unit, otherwise it will be treated as a rental unit(s) (See Below)
Family of the owner, but owner is not on the premises	Tank Permit Installation Water	Must show the well is dry due to the drought Owner must sign an agreement; if it is not possible for the owner to sign an agreement, self-certification may be acceptable
Owner + Renter	Tank Permit Installation Water	Must show the well is dry due to the drought Additional unit(s) must be served by the same tank and connection as the primary residential unit, otherwise it will be treated as a rental unit(s) (See Below)
Renter	See Rental Requirements	See Rental Requirements

HOUSEHOLD WATER TANK PROGRAM

RENTAL PROPERTIES

If Owner Pays For:	Eligible For:	Tank Owned By	Tank Maintained By	Restrictions
Tank Permit Install	Water	Owner/3 rd Party	Owner/3 rd Party	<p>Must show the well is dry due to the drought</p> <p>Water will be supplied to current tenant only</p> <p>Privately purchased or 3rd party materials must comply with the Household Water Tank Program Standards</p> <p>Installation must comply with permit requirements</p>
Permit Install	Tank Water	County	Tank-County Plumbing-Owner	<p>Must show the well is dry due to the drought</p> <p>Owner must demonstrate inability to pay for the water tank</p> <p>Water will be supplied to current tenant only</p> <p>Installation must be completed by a licensed contractor and comply with the Household Water Tank Program Standards</p>
Permit	Tank Install Water	County	County	<p>Must show the well is dry due to the drought</p> <p>Owner must demonstrate inability to pay for the water tank, permits, and installation</p>



Meeting Date: 2/3/2016
Agenda Item: V3

CITY COUNCIL MEETING STAFF REPORT

REPORT TO: Mayor Blayney & City Council

REPORT FROM: Alex Henderson, City Manager

REVIEWED BY:

AGENDA ITEM: Housing Allocation Declaration

ACTION REQUESTED: Ordinance Resolution Motion Receive/File

EXECUTIVE SUMMARY

As part of the City's growth management ordinance (attached), the City Council, at its first meeting in February, can direct staff to open up the housing allocation process, assuming all allocations were not previously awarded.

16.09.060 - Competitive allocations.

- E. If not all available allocations are issued in December, then at its first meeting in February of the next year, the city council may authorize staff to conduct a second competitive allocation process ("second allocations"). If a second allocation is authorized by the city council, the application process shall be the same as for the first allocations, except that all applications must be received by the planning and development department by four o'clock p.m. on March 31st. If March 31st falls on a Saturday, Sunday or holiday when the city offices are closed, the time for filing applications for second allocations shall be extended to four o'clock p.m. on the next business day. City staff will perform its ranking and rating process during the month of April and a public hearing will be held by the planning commission at its first regular meeting in May to review staff's rating and ranking recommendations for the second allocation and make recommendations to the city council regarding the second allocation. At its first regular meeting in June, the city council will consider the recommendations of the planning commission and determine the number of second allocations to be issued, if any.

- F. If there is only one application for second allocations, the city council may authorize the issuance of all allocations available in the second allocation to the sole applicant, even though the allocations available in the second allocation exceed the maximum annual number of allocations available for issuance under this section of this chapter and even though the sole applicant for the second allocations received first allocations.

RECOMMENDED ACTION BY CITY COUNCIL

- 1. Authorize staff to conduct a second competitive allocation process.

POLICY ALTERNATIVE(S)

- 1. NA

REASON FOR RECOMMENDATION/KEY METRIC

- 1. Our Strategic Initiatives outlines managed growth as a main tenet. The growth management ordinance dictates the process by which housing allocations are distributed.

FINANCIAL INFORMATION

FISCAL IMPACT:

- | | |
|------------------------------|-----------|
| 1. Is There A Fiscal Impact? | <u>NA</u> |
| 2. Is it Currently Budgeted? | <u>NA</u> |
| 3. If Budgeted, Which Line? | <u>NA</u> |

PRIOR ACTION/REVIEW

Initial applications are to be received by September 30 of each calendar year. Because there were no applications submitted, the City Council has the ability to call for more projects when remaining allocations remain. Staff has been in discussion with several developers and have outlined the allocation process for their information.

BACKGROUND INFORMATION

See executive summary.

ATTACHED INFORMATION

1. Growth Management Ordinance
2. Current Housing Allocation Calculations

ORDINANCE NO. 2005-05

AN ORDINANCE OF THE CITY OF KINGSBURG
ADDING SECTION 16.09 TO CHAPTER 16 OF
THE KINGSBURG MUNICIPAL CODE TO ESTABLISH
A RESIDENTIAL GROWTH MANAGEMENT SYSTEM FOR
THE CITY OF KINGSBURG

The City Council of the City of Kingsburg does hereby ordain as follows:

Section 1. Chapter 16.09 shall be entitled "Growth Management System."

Section 2. The following sections shall compose Chapter 16.09.

16.09.010 Purpose

- A. This Chapter implements a growth management system that will manage regulating residential development so that it is compatible with the character and service capabilities of the City and other service providers within the City. This Chapter implements the growth management amendment to the City Charter passed by the voters of the City in the election of November 2, 2004.
- B. This Chapter establishes a growth management system to limit the rate of residential growth in the City to a level compatible with the size, financial limitations, resource constraints, and services capabilities of the City and service providers within the City. This Chapter also seeks to maintain aesthetic goals of the City. This Chapter implements fundamental policies of the General Plan including particular provisions of the Land Use and Housing Elements of the General Plan. The growth management system will assist the City in addressing its responsibility to share in the provision of housing for households of various income levels as determined by the Regional Housing Needs Allocation Plan prepared by the Council of Fresno County Governments and approved by the State Department of Housing and Community Development.

1 **16.09.020 Allocations for Housing Units**

2 A. One hundred fifteen (115) new allocations of housing units will become available
3 at the beginning of each calendar year. Allocation is defined as the right to apply
4 for a building permit to construct one single family residence or one multi family
5 residential housing unit. The allocations are divided between two categories of
6 housing: multiple-family housing units with 35 allocations (less any allocations
7 issued to multi-family Small Projects as defined in Section 16.09.050 of this
8 Chapter) per year (30%) and single family housing units, with 80 allocations per
9 year (70%). Of the 80 allocations (less any allocations issued to Small Projects as
10 defined in Section 16.09.050 of this Chapter) per year of single family housing
11 units, 20 allocations shall be reserved for large lot development on parcels of at
12 least 10,000 square feet.

13 B. After allocations are issued as provided in this Chapter, all development
14 entitlements (i.e. parcel maps, subdivision maps, environmental review, etc.)
15 associated with said allocations and required by the City or applicable law, rule or
16 regulation must be approved by the City in order to use the issued allocations. If
17 any required development entitlements are denied, or expire, the issued
18 allocations related thereto shall automatically expire. The City will not accept any
19 application for development entitlements unless allocations have been approved
20 and issued for said development entitlements. Also for issued allocations to
21 remain effective, complete development entitlement applications (including the
22 payment of any and all required fees) for all required development entitlements
23 must be submitted to the City within one hundred eighty (180) days after the date
24 of issuance of the allocations and construction of offsite improvements, including,
25 without limitation, installation of utilities and construction and installation of
26 streets, must commence within three hundred sixty-five (365) days after the date
27

1 of approval of all required development entitlements (“Construction Start Date”).
2 No fees paid by an applicant to the City as part of the entitlement process will be
3 reimbursed by the City should the applicant fail to satisfy the requirements of this
4 Chapter.

- 5 C. An applicant may request an extension of the Construction Start Date by
6 submitting a written application for such extension on the form required by the
7 City. In order to grant an extension request, the City Council, upon
8 recommendation by the Planning Commission, must find that the failure of the
9 applicant to commence construction of offsite improvements on or before the
10 Construction Start Date was beyond the reasonable control of the applicant.
- 11 D. The City Council, may, in its discretion, allow unused allocations to be carried
12 over for a period of up to three years and allocated to First Allocations and/or
13 Second Allocations or both (as those terms are defined in Section 16.09.060 of
14 this Chapter). Unused allocations are allocations: (i) which were never issued; or
15 (ii) previously issued and expired because of denial of development entitlements,
16 failure to commence construction of offsite improvements on or before the
17 Construction Start Date or any extension thereof; or (iii) failure of the applicant to
18 comply with the provisions of this Chapter.
- 19 E. In order to meet the housing needs of persons who will reside in mobile home
20 parks or multi-family housing developments, an applicant seeking to develop a
21 mobile home park with more than 15 spaces and/or multi-family housing
22 development with more than 15 units may request issuance of allocations which
23 would otherwise be issued over a three (3) year period. The purpose of this three-
24 year allocation is to satisfy the housing needs of persons who wish to reside in
25 mobile home or multi-family developments, through the development of a project
26 which is larger than would otherwise be allowed with only one year of allocations.

1 An applicant may request a three-year allocation by submitting a written
2 application to the City on the form required by the City.

3 **16.09.030 Senior Housing Allocations**

4 Demand for senior housing in the City exceeds the supply of senior housing
5 within the City. As a result, and in order to address this need for more senior
6 housing, allocations for senior housing projects shall be issued on the basis of
7 one-quarter (1/4) of one allocation for each senior housing unit to be constructed.
8 Senior housing is defined as residential housing which requires at least one person
9 in residence in each dwelling unit be fifty-five (55) years of age or older.

10 **16.09.040 Exemption to Allocation Requirements**

11 The following types of residential housing may be constructed without the
12 issuance of allocations:

- 13 A. Residential housing units constructed upon parcels that were previously fully
14 developed and which have adequate infrastructure to service the new residential
15 development as determined by the City.
16 B. Second housing units added to lots with single-family homes in conformance with
17 the City Zoning Ordinance and applicable California law.
18 C. Residential housing projects which received all required development entitlements
19 prior to enactment of this Chapter.

20 **16.09.050 Small and Priority Projects**

- 21 A. New multi-family or single family residential developments of four or fewer
22 dwelling units ("Small Projects") will automatically receive allocations and will
23 not be required to participate in the competitive allocation process identified in
24 Section 16.09.060 of this Chapter.
25 B. Projects that are eligible for priority processing as described in this Section
26 ("Priority Projects"), will not be subject to the competitive allocation process
27

1 identified in Section 16.09.060 of this Chapter. Upon enactment of this Chapter,
2 sixty (60) allocations will be available for issuance for the calendar year 2005 for
3 Priority Projects. Priority Projects are defined as residential developments
4 described in Urgency Interim Ordinances 2003-11, 2003-12, and 2004-03 under
5 Section 7 of said ordinances entitled, "Intended Sequence of Subsequent
6 Residential Rezoning Applications." The City will issue allocations for Priority
7 Projects for a period of two years from the date of enactment of this Chapter.
8 Priority Projects located in the planning area of the North Kingsburg Specific Plan
9 shall have first priority for Priority Project allocations.

10 **16.09.060 Competitive Allocations**

- 11 A. Allocations for residential projects consisting of five or more dwelling units and
12 which are not Priority Projects will compete for allocations in accordance with the
13 process identified in this Section 16.09.060. Each calendar year, the maximum
14 number of allocations that can be issued through the competitive process for any
15 one application for development entitlements to construct residential housing
16 units is 25 allocations for single-family housing or multiple-family housing, or 35
17 allocations for mixed-density projects which include at least 10 single-family
18 homes and at least 10 multiple-family dwelling units.
- 19 B. Applications for competitive allocations must be filed with the Planning and
20 Development Department on or before 4 p.m. on September 30 of each calendar
21 year. If September 30 falls on a Saturday, Sunday or holiday when the City
22 offices are closed, the time for filing applications for competitive allocations shall
23 be extended to 4:00 p.m. on the next business day. The development proposals
24 identified in the applications shall be rated and ranked in accordance with the
25 rating and ranking criteria identified in this Chapter by Planning staff during the
26
27
28

1 month of October and the Planning staff shall make its recommendations for
2 competitive allocations to the Planning Commission.

3 C. An application may not identify more than five (5) model homes to be constructed
4 for each group of 25 allocations issued. At the election of the applicant, the
5 model homes will or will not be counted as part of the allocations issued to the
6 applicant. If the applicant elects not to include model homes as part of the
7 allocations issued to the applicant, no certificate of occupancy will be issued for
8 the model homes until allocations are issued for the model homes in accordance
9 with the provisions of this Chapter.

10 D. At its first meeting each November, the Planning Commission will conduct a
11 public hearing to review staff's rating and ranking recommendations for the
12 competitive allocations and make recommendations to the City Council regarding
13 the competitive allocations. At its first regular meeting in December, the City
14 Council will consider the recommendations of the Planning Commission and will
15 issue allocations for the next calendar year ("First Allocations").

16 E. If not all available allocations are issued in December, then at its first meeting in
17 February of the next year, the City Council may authorize staff to conduct a
18 second competitive allocation process ("Second Allocations"). If a Second
19 Allocation is authorized, by the City Council, the application process shall be the
20 same as for the First Allocations, except that all applications must be received by
21 the Planning and Development Department by 4:00 p.m. on March 31. If March
22 31 falls on a Saturday, Sunday or holiday when the City offices are closed, the
23 time for filing applications for Second Allocations shall be extended to 4:00 p.m.
24 on the next business day. City staff will perform its ranking and rating process
25 during the month of April and a public hearing will be held by the Planning
26 Commission at its first regular meeting in May to review staff's rating and ranking
27
28

1 recommendations for the Second Allocation and make recommendations to the
2 City Council regarding the Second Allocation. At its first regular meeting in June,
3 the City Council will consider the recommendations of the Planning Commission
4 and determine the number of Second Allocations to be issued, if any.

- 5 F. If there is only one application for Second Allocations, the City Council may
6 authorize the issuance of all allocations available in the Second Allocation to the
7 sole applicant, even though the allocations available in the Second Allocation
8 exceed the maximum annual number of allocations available for issuance under
9 Section 16.09.060 of this Chapter and even though the sole applicant for the
10 Second Allocations received First Allocations.

11 **16.09.070 Rating and Ranking Criteria**

12 Projects seeking allocations will be rated using a 100-point scoring system and
13 then ranked. Rating and ranking will be based on information submitted by the
14 applicants in their application materials, backup documentation provided by
15 applicants and other documents and information the City deems relevant to each
16 respective project. The scoring system will be based on the following criteria:

17 A. Suitability of Location (25 points)

18 The City promotes compact and efficient development. Concentric patterns of
19 growth are preferred. Infill development within the Urban Limit Boundary is
20 encouraged. Leapfrog development and irregular boundaries are discouraged.
21 Islands or corridors of unincorporated territory are to be avoided. Projects will not
22 be considered if the property identified in the application is not sufficiently
23 contiguous to the City limits to allow for a logical and reasonable extension of the
24 City limits as determined by the City. Scoring for this category is as follows:

25 25 points: The property proposed for development is already within the City
26 limits.

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20 points: An infill project sufficiently surrounded by urban development as determined by the City.

15 points: The property is bordered by the City on more than one side.

10 points: The property is adjacent to the City limits to allow for a logical and reasonable extension of the City limits, as determined by the City and within the Urban Limit Boundary.

5 points: The property is adjacent to the City limits to allow for a logical and reasonable extension of the City limits, as determined by the City but the Property is outside of the Urban Limit Boundary.

0 points: The property is outside of the Sphere of Influence and annexation to the Sphere is required.

B. Inclusionary Housing (15 points)

The adopted Housing Element of the Kingsburg General Plan has an inclusionary housing policy calling for at least 15 percent of the housing units provided by each project to be affordable to low-income or very low-income households. If the affordable units are not incorporated into the project, the developer may be able to comply with the policy by assisting the City in providing an equal number of affordable housing units elsewhere in the City by dedicating appropriate land or paying an in-lieu fee. For each percentage point of affordable housing included in or provided for by a project, one scoring system point will be awarded up to a maximum of 15 points.

C. Meeting Needs, Demand and Objectives (20 points)

City's adopted Housing Element emphasizes the accommodation of special-needs populations. Points will be awarded for projects that provide housing for populations that are underserved or have special needs that are not generally met

1 in other projects. Examples include, without limitation, handicapped-accessible
2 units or housing for senior citizens or large families.

3 Points will be awarded to projects that:

4 Expand the range of housing choices available in the community by offering
5 configurations, densities and/or price ranges that are not otherwise readily
6 available.

7 Satisfy demonstrated market demands (e.g. large lots, senior housing).

8 Utilize properties that have been bypassed because they are challenging to
9 develop.

10 D. Infrastructure and Services (25 points)

11 Preference will be given to projects that have the most positive impacts and/or the
12 least negative impacts on infrastructure and services provided by the City and
13 other service entities that operate within or provide services to the City. Scoring
14 shall be based on the following criteria:

- 15 1. Proximity to existing infrastructure systems.
- 16 2. The extent of extension or expansion needed to increase the capacity of
17 existing infrastructure to serve the proposed development and, if
18 appropriate, future development.
- 19 3. The willingness of the developer to enter into a reimbursement agreement
20 if the project involves construction of master-planned facilities and such
21 an agreement is appropriate.
- 22 4. Agreement to construct and install new oversized infrastructure and/or
23 construct and install new infrastructure that extends beyond the
24 developer's project in order to service future growth, with reimbursement
25 to developer pursuant to a reimbursement agreement providing for
26 reimbursement by future development connecting to the oversized
27

1 and/or extended infrastructure.

2 5. Dedication of real property to the City to improve systems and services,
3 including, without limitation, rights-of-way for streets, alleys or green
4 belts, or sites for water wells, lift stations, drainage basins, parks, and
5 schools sites, etc.

6 6. Incorporation of resource conservation features, including, without
7 limitation, active or passive solar systems, water conservation features,
8 drought-tolerant landscaping and energy-efficient appliances.

9 E. Architectural Design and Aesthetic Considerations (15 points)

10 Kingsburg continues to project an image as “The Swedish Village” which gives
11 the City a unique identity. Residential housing should include distinctive design,
12 quality construction and accompanying amenities. Features that will receive
13 points through the scoring system, include:

- 14 1. Custom homes or customized features on tract homes that prevent houses
15 in the same development from appearing repetitious.
- 16 2. Fostering of neighborhood character.
- 17 3. Compatibility with neighboring developments (e.g. lot sizes and square
18 footage of homes)..
- 19 4. Utilization of alleys for garage access from the rear.
- 20 5. Variable front yard setbacks.
- 21 6. Landscaping of street medians and parkways.
- 22 7. Green belts with pathways for pedestrians, skaters and bicyclists.
- 23 8. Pedestrian-friendly design.
- 24 9. Bicycle lanes in appropriate locations.
- 25 10. Preservation of existing trees.
- 26
- 27
- 28

11. Open space and recreation facilities.

16.09.080 Phased Projects

Projects having more residential units than the maximum allocation allowable or available in a single allocation period may be phased. Allocations for phased projects may include allocations for the calendar year and allocations for up to two years thereafter. Approval of allocations for a phased project shall identify the number of allocations that will be issued by the City and used by the applicant during each phase of the project.

A separate final map is not required for each phase of a residential subdivision project. Phasing requirements, including, without limitation, number of allocations available for use in each phase, numbers of units that can be constructed and timing of construction, will be enforced as conditions of approval of the tentative tract map and final tract map and as provisions of the subdivision agreement. If a multiple-family residential project includes phasing, phasing requirements including those identified in this paragraph will be enforced through conditions of approval of the site plan or Planned Unit Development and as provisions of the development agreement if one is required by the City.

16.09.090 Exceptions and Changes

- A. The provisions of Chapter 16.40 of Title 16 shall not apply to this chapter.
- B. The City Council shall have the power to increase, decrease, change or reallocate allocations by resolution of the City Council.

Passed and adopted by a regular meeting of the City Council of the City of Kingsburg, duly called and held on the 15th day of June, 2005, by the following vote:

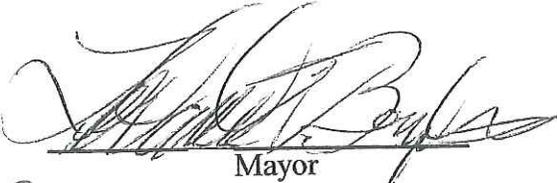
AYES: Councilmember(s): Blayney, Kruper, Karstetter, Smith, and Mayor Bergstrom

NOES: Councilmember(s): None

ABSENT: Councilmember(s): None

ABSTAIN: Councilmember(s): None

APPROVED



Mayor

ATTEST:



City Clerk

STATE OF CALIFORNIA)
COUNTY OF FRESNO)
CITY OF KINGSBURG)

I, Susan Bauch, City Clerk of the City of Kingsburg, do hereby certify that the foregoing Ordinance was duly introduced at a regular meeting of the City Council of the City of Kingsburg on the 1st day of June, 2005, and it was duly passed and adopted at a regular meeting of said City Council held on the 15th day of June, 2005.

DATED: June 20, 2005,



Susan Bauch, City Clerk

ORDINANCE NO. 2006-09

**REVISING ORDINANCE NO. 2005-05,
AN ORDINANCE OF THE CITY OF KINGSBURG
WHICH ADDED SECTION 16.09 TO CHAPTER 16 OF THE
KINGSBURG MUNICIPAL CODE TO ESTABLISH A RESIDENTIAL
GROWTH MANAGEMENT SYSTEM FOR THE CITY OF KINGSBURG**

RECITALS

- A. The voters of the City of Kingsburg passed an amendment to the City Charter on November 2, 2004, requiring the Council to implement a residential Growth Management System.
- B. The City Council, on June 15, 2005, adopted Ordinance No. 2005-05, which added a Growth Management System section to the Kingsburg Municipal Code as Section 16.09.
- C. The competitive allocation process set up by the Growth Management System has now been utilized, and modifications and additions to the process are desired by the Planning Commission and City Council.
- D. The Planning Commission conducted a public hearing on a proposed amended Growth Management System ordinance on August 24, 2006, and recommended approval.

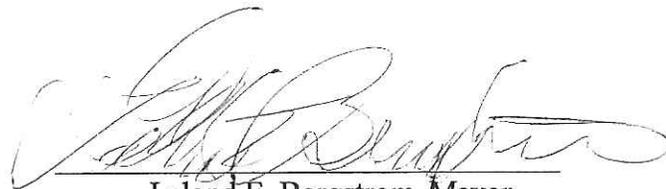
Based on the foregoing, which are hereby found and determined to be true and correct,

**THE CITY COUNCIL OF THE CITY OF KINGSBURG DOES ORDAIN AS
FOLLOWS:**

SECTION 1: Section 16.09 of the Kingsburg Municipal Code is hereby amended as indicated in the attached Exhibit "A," in which language to be added is shown in italics, and language to be deleted is depicted in strikeout type.

SECTION 2: The City Clerk is hereby ordered and directed to certify the passage of this ordinance and to cause the same to be published once within fifteen (15) days in a newspaper of general circulation in the City.

SECTION 3: This ordinance shall become operative and effective for all purposes as described herein thirty (30) days after its adoption.



Leland E. Bergstrom, Mayor
City of Kingsburg

Attest:


Susan Bauch, City Clerk

* * * * *

I, Susan Bauch, City Clerk of the City of Kingsburg, do hereby certify that the foregoing ordinance was introduced at a regular meeting of the Kingsburg City Council held on September 13, 2006, and was adopted at a regular meeting of said Council held on September 20, 2006, by the following vote:

Ayes:	Councilmember(s)	Blayney, Kruper, Karstetter, and Mayor Bergstrom
Noes:	Councilmember(s)	None
Absent:	Councilmember(s)	Smith
Abstain:	Councilmember(s)	None

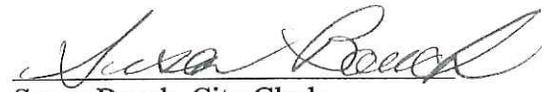

Susan Bauch, City Clerk
City of Kingsburg

Exhibit "A"

Chapter 16.09 – Growth Management System

The City Council of the City of Kingsburg does hereby ordain as follows:

Section 1. Chapter 16.09 shall be entitled "Growth Management System."

Section 2. The following sections shall compose Chapter 16.09.

16.09.010 Purpose

- A. This Chapter implements a growth management system that will manage regulating residential development so that it is compatible with the character and service capabilities of the City and other service providers within the City. This Chapter implements the growth management amendment to the City Charter passed by the voters of the City in the election of November 2, 2004.
- B. This Chapter establishes a growth management system to limit the rate of residential growth in the City to a level compatible with the size, financial limitations, resource constraints, and services capabilities of the City and service providers within the City. This Chapter also seeks to maintain aesthetic goals of the City. This Chapter implements fundamental policies of the General Plan including particular provisions of the Land Use and Housing Elements of the General Plan. The growth management system will assist the City in addressing its responsibility to share in the provision of housing for households of various income levels as determined by the Regional Housing Needs Allocation Plan prepared by the Council of Fresno County Governments and approved by the State Department of Housing and Community Development.

16.09.020 Allocations for Housing Units

- A. One hundred fifteen (115) new allocations of housing units will become available at the beginning of each calendar year. Allocation is defined as the right to apply for a building permit to construct one single family residence or one multi family

Exhibit "A"

residential housing unit. The allocations are divided between two categories of housing: multiple-family housing units with 35 allocations (less any allocations issued to multi-family Small Projects as defined in Section 16.09.050 of this Chapter) per year (30%) and single family housing units, with 80 allocations per year (70%). Of the 80 allocations (less any allocations issued to Small Projects as defined in Section 16.09.050 of this Chapter) per year of single family housing units, 20 allocations shall be reserved for large lot development on parcels of at least 10,000 square feet.

- B. After allocations are issued as provided in this Chapter, all development entitlements (i.e. parcel maps, subdivision maps, environmental review, etc.) associated with said allocations and required by the City or applicable law, rule or regulation must be approved by the City in order to use the issued allocations. If any required development entitlements are denied, or expire, the issued allocations related thereto shall automatically expire. The City will not accept any application for development entitlements unless allocations have been approved and issued for said development entitlements. Also for issued allocations to remain effective, complete development entitlement applications (including the payment of any and all required fees) for all required development entitlements must be submitted to the City within one hundred eighty (180) days after the date of issuance of the allocations and construction of offsite improvements, including, without limitation, installation of utilities and construction and installation of streets, must commence within three hundred sixty-five (365) days after the date of approval of all required development entitlements ("Construction Start Date"). No fees paid by an applicant to the City as part of the entitlement process will be reimbursed by the City should the applicant fail to satisfy the requirements of this Chapter.

Exhibit "A"

- C. An applicant may request an extension of the Construction Start Date by submitting a written application for such extension on the form required by the City. In order to grant an extension request, the City Council, upon recommendation by the Planning Commission, must find that the failure of the applicant to commence construction of offsite improvements on or before the Construction Start Date was beyond the reasonable control of the applicant.
- D. The City Council, may, in its discretion, allow unused allocations to be carried over for a period of up to three years and allocated to First Allocations and/or Second Allocations or both (as those terms are defined in Section 16.09.060 of this Chapter). Unused allocations are allocations: (i) which were never issued; or (ii) previously issued and expired because of denial of development entitlements, failure to commence construction of offsite improvements on or before the Construction Start Date or any extension thereof; or (iii) failure of the applicant to comply with the provisions of this Chapter.
- E. In order to meet the housing needs of persons who will reside in mobile home parks or multi-family housing developments, an applicant seeking to develop a mobile home park with more than 15 spaces and/or multi-family housing development with more than 15 units may request issuance of allocations which would otherwise be issued over a three (3) year period. The purpose of this three-year allocation is to satisfy the housing needs of persons who wish to reside in mobile home or multi-family developments, through the development of a project which is larger than would otherwise be allowed with only one year of allocations. An applicant may request a three-year allocation by submitting a written application to the City on the form required by the City.

Exhibit "A"

16.09.030 Senior Housing Allocations

Demand for senior housing in the City exceeds the supply of senior housing within the City. As a result, and in order to address this need for more senior housing, allocations for a senior housing project shall be issued on the basis of one-half (1/2) of one allocation for each senior housing unit to be constructed. Senior housing is defined as residential housing which requires that at least one person in residence in each dwelling unit be fifty-five (55) years of age or older. The residential dwelling units must include each of the following elements:

1. Entryways, walkways, and hallways in the interior common areas of the development, and doorways and paths of access to and within the housing units, shall be as wide as required by current laws applicable to new multifamily housing construction for provision of access to persons using a standard-width wheelchair.
2. Walkways and hallways in the common areas of the development shall be equipped with standard height railings or grab bars to assist persons who have difficulty with walking.
3. Walkways and hallways in the common areas shall have lighting conditions which are of sufficient brightness to assist persons who have difficulty seeing.
4. Access to all common areas and housing units within the development shall be provided without use of stairs, either by means of an elevator or sloped walking ramps.
5. The development shall be designed to encourage social contact by providing at least some common open space.
6. Refuse collection shall be provided in a manner that requires a minimum of physical exertion by residents.

Exhibit "A"

7. The development shall comply with all other applicable requirements for access and design imposed by law, including, but not limited to, the Fair Housing Act (42 U.S.C. Sec. 3601 et seq.), the Americans with Disabilities Act (42 U.S.C. Sec. 12101 et seq.), and the regulations promulgated at Title 24 of the California Code of Regulations that relate to access for persons with disabilities or handicaps.

If a senior housing project includes the seven elements listed previously in this section and one of the three enhancements listed in paragraphs A through C which follow in this section, allocations for that senior housing project shall be issued on the basis of one-third (1/3) of one allocation for each senior housing unit to be constructed. If a senior housing project includes the seven elements listed previously in this section and two of the three enhancements listed in paragraphs A through C which follow in this section, allocations for that senior housing project shall be issued on the basis of one-fourth (1/4) of one allocation for each senior housing unit to be constructed. If a senior housing project includes the seven elements listed previously in this section and all three of the enhancements listed in paragraphs A through C which follow in this section, allocations for that senior housing project shall be issued on the basis of one-fifth (1/5) of one allocation for each senior housing unit to be constructed. Enhancements are:

- A. Development of congregate housing at a density that would meet the Medium or High Density Residential standard in the General Plan, at least seven (7) dwelling units per net acre.
- B. Provision of support services that would enable senior citizens who are otherwise able to live independently to remain in their homes for a longer time. Examples of such services are provision of community meals, transportation, laundry services and cleaning services.

Exhibit "A"

- C. Meeting the Housing Element inclusionary housing goal by making at least 15 percent of the housing units affordable to households of low or very low income (less than 80 percent of the local median income for households of the same size).

16.09.040 Exemption to Allocation Requirements

The following types of residential housing may be constructed without the issuance of allocations:

- A. Residential housing units constructed upon parcels that were previously fully developed and which have adequate infrastructure to service the new residential development as determined by the City.
- B. Second housing units added to lots with single-family homes in conformance with the City Zoning Ordinance and applicable California law.
- C. Residential housing projects which received all required development entitlements prior to enactment of this Chapter.

16.09.050 Small Projects

- ~~A.~~ New multi-family or single family residential developments of four or fewer dwelling units ("Small Projects") will automatically receive allocations and will not be required to participate in the competitive allocation process identified in Section 16.09.060 of this Chapter.

16.09.060 Competitive Allocations

- A. Allocations for residential projects consisting of five or more dwelling units will compete for allocations in accordance with the process identified in this Section 16.09.060. Each calendar year, the maximum number of allocations that can be issued through the competitive process for any one application for development entitlements to construct residential housing units is 25 allocations for single-family housing or multiple-family housing, or 35 allocations for mixed-density

Exhibit "A"

projects which include at least 10 single-family homes and at least 10 multiple-family dwelling units.

- B. Applications for competitive allocations must be filed with the Planning and Development Department on or before 4 p.m. on September 30 of each calendar year. If September 30 falls on a Saturday, Sunday or holiday when the City offices are closed, the time for filing applications for competitive allocations shall be extended to 4:00 p.m. on the next business day. The development proposals identified in the applications shall be rated and ranked in accordance with the rating and ranking criteria identified in this Chapter by Planning staff during the month of October and the Planning staff shall make its recommendations for competitive allocations to the Planning Commission.
- C. An application may not identify more than five (5) model homes to be constructed for each group of 25 allocations issued. At the election of the applicant, the model homes will or will not be counted as part of the allocations issued to the applicant. If the applicant elects not to include model homes as part of the allocations issued to the applicant, no certificate of occupancy will be issued for the model homes until allocations are issued for the model homes in accordance with the provisions of this Chapter.
- D. At its first meeting each November, the Planning Commission will conduct a public hearing to review staff's rating and ranking recommendations for the competitive allocations and make recommendations to the City Council regarding the competitive allocations. At its first regular meeting in December, the City Council will consider the recommendations of the Planning Commission and will issue allocations for the next calendar year ("First Allocations").
- E. If not all available allocations are issued in December, then at its first meeting in February of the next year, the City Council may authorize staff to conduct a

Exhibit "A"

second competitive allocation process ("Second Allocations"). If a Second Allocation is authorized by the City Council, the application process shall be the same as for the First Allocations, except that all applications must be received by the Planning and Development Department by 4:00 p.m. on March 31. If March 31 falls on a Saturday, Sunday or holiday when the City offices are closed, the time for filing applications for Second Allocations shall be extended to 4:00 p.m. on the next business day. City staff will perform its ranking and rating process during the month of April and a public hearing will be held by the Planning Commission at its first regular meeting in May to review staff's rating and ranking recommendations for the Second Allocation and make recommendations to the City Council regarding the Second Allocation. At its first regular meeting in June, the City Council will consider the recommendations of the Planning Commission and determine the number of Second Allocations to be issued, if any.

- F. If there is only one application for Second Allocations, the City Council may authorize the issuance of all allocations available in the Second Allocation to the sole applicant, even though the allocations available in the Second Allocation exceed the maximum annual number of allocations available for issuance under Section 16.09.060 of this Chapter and even though the sole applicant for the Second Allocations received First Allocations.

16.09.070 Rating and Ranking Criteria

Projects seeking allocations will be rated using a 100-point scoring system and then ranked. Rating and ranking will be based on information submitted by the applicants in their application materials, backup documentation provided by applicants and other documents and information the City deems relevant to each respective project. Lists of supporting materials likely to be included in a typical application are found at the end of the description of each scoring category.

Exhibit "A"

Applicants are encouraged to submit any other materials that are relevant in supporting their applications. The scoring system will be based on the following criteria:

A. Suitability of Location (25 points)

The City promotes compact and efficient development. Concentric patterns of growth are preferred. Infill development within the Urban Limit Boundary is encouraged. Leapfrog development and irregular boundaries are discouraged. Islands or corridors of unincorporated territory are to be avoided. Projects will not be considered if the property identified in the application is not sufficiently contiguous to the City limits to allow for a logical and reasonable extension of the City limits as determined by the City. Scoring for this category is as follows:

- 25 points: The property proposed for development is already within the City limits.
- 20 points: An infill project sufficiently surrounded by urban development as determined by the City.
- 15 points: The property is bordered by the City on more than one side.
- 10 points: The property is adjacent to the City limits and within the Urban Limit Boundary, allowing for a logical and reasonable extension of the City limits, as determined by the City.
- 5 points: The property is adjacent to the City limits, allowing for a logical and reasonable extension of the City limits as determined by the City, but the property is outside of the Urban Limit Boundary.
- 0 points: The property is outside of the Sphere of Influence and annexation to the Sphere is required.

Documentation may include a map and verbal description.

B. Inclusionary Housing (15 points)

Exhibit "A"

The adopted Housing Element of the Kingsburg General Plan has an inclusionary housing policy calling for at least 15 percent of the housing units provided by each project to be affordable to low-income or very low-income households. If the affordable units are not incorporated into the project, the developer may be able to comply with the policy by assisting the City in providing an equal number of affordable housing units elsewhere in the City by dedicating appropriate land or paying an in-lieu fee. For each percentage point of affordable housing included in or provided for by a project, one scoring system point will be awarded up to a maximum of 15 points.

Documentation must include a detailed written commitment to provide the affordable housing described in the application. It must include calculation of the probable rental or mortgage costs of the housing units in the project proposed; calculation of the housing costs a low-income household can afford (which can be based on 80 percent of the median household incomes for Fresno County for the current year as provided by the California Department of Housing and Community Development); and an explanation of how any "gap" between the two calculations will be eliminated. The "gap" is the basis for determining an appropriate in-lieu fee, or an appropriate value for land to be dedicated for affordable housing purposes. If third-party subsidies are proposed through use of governmental grant funds or partnership with non-profit affordable housing organizations, the commitment on the part of any third-party entity must be documented in writing.

C. Meeting Special Needs, Demonstrated Market Demands and Community Objectives (20 points)

City's adopted Housing Element emphasizes the accommodation of special-needs populations. Points will be awarded for projects that provide housing for populations that are underserved or have special needs that are not generally met

Exhibit "A"

in other projects. Examples include, without limitation, handicapped-accessible units or housing for senior citizens or large families.

Points will be awarded to projects that:

1. Provide housing for populations that are underserved or have special needs that are not generally met in other projects, such as handicapped-accessible units or housing for senior citizens or large families.
2. Expand the range of housing choices available in the community by offering configurations, densities and/or price ranges that are not otherwise readily available.
3. Satisfy demonstrated market demands (e.g. large lots, senior housing).
4. Utilize properties that have been bypassed because they are challenging to develop.

Documentation may include descriptions of existing housing inventory and market conditions, demographics, explanations of challenges confronted by the developers, description or drawings of proposed housing features, etc.

D. Infrastructure and Services (25 points)

Preference will be given to projects that have the most positive impacts and/or the least negative impacts on infrastructure and services provided by the City and other service entities that operate within or provide services to the City. Scoring shall be based on the following criteria:

1. Proximity to existing infrastructure systems.
2. The extent of extension or expansion needed to increase the capacity of existing infrastructure to serve the proposed development and, if appropriate, future development.

Exhibit "A"

3. The willingness of the developer to enter into a reimbursement agreement if the project involves construction of master-planned facilities and such an agreement is appropriate.
4. Agreement to construct and install new oversized infrastructure and/or construct and install new infrastructure that extends beyond the developer's project in order to service future growth, with reimbursement to developer pursuant to a reimbursement agreement providing for reimbursement by future development connecting to the oversized and/or extended infrastructure.
5. Dedication of real property to the City to improve systems and services, including, without limitation, rights-of-way for streets, alleys or green belts, or sites for water wells, lift stations, drainage basins, parks, and schools sites, etc.
6. Incorporation of resource conservation features, including, without limitation, active or passive solar systems, water conservation features, drought-tolerant landscaping and energy-efficient appliances.

Documentation of infrastructure considerations and property dedications can take the form of written descriptions and commitments, maps and diagrams.

Conservation features can also be documented with industry or manufacturer data and literature.

E. Architectural Design and Aesthetic Considerations (15 points)

Kingsburg continues to project an image as "The Swedish Village" which gives the City a unique identity. Residential housing should include distinctive design, quality construction and accompanying amenities. Features that will receive points through the scoring system include:

1. Custom homes or customized features on tract homes that prevent houses

Exhibit "A"

in the same development from appearing repetitious.

2. Fostering of neighborhood character.
3. Compatibility with neighboring developments (e.g. lot sizes and square footage of homes).
4. Utilization of alleys for garage access from the rear.
5. Variable front yard setbacks.
6. Landscaping of street medians and parkways.
7. Green belts with pathways for pedestrians, skaters and bicyclists.
8. Pedestrian-friendly design.
9. Bicycle lanes in appropriate locations.
10. Preservation of existing trees.
11. Open space and recreation facilities.

In addition to written descriptions, diagrams and maps, such documentation as elevations, renderings, floor plans and photographs of similar developments may help to illustrate the proposed project.

In the case of walled and gated communities, aesthetics and amenities that are generally viewed by and available to residents and selected guests exclusively will not be considered in scoring in this Architectural Design and Aesthetic Considerations category. Only those features that are visible to the general citizenry outside of the walled and gated community will be evaluated.

16.09.080 Phased Projects

Projects having more residential units than the maximum allocation allowable or available in a single allocation period may be phased. Allocations for phased

Exhibit "A"

projects may include allocations for the calendar year and allocations for up to two years thereafter. Approval of allocations for a phased project shall identify the number of allocations that will be issued by the City and used by the applicant during each phase of the project.

A separate final map is not required for each phase of a residential subdivision project. Phasing requirements, including, without limitation, number of allocations available for use in each phase, numbers of units that can be constructed and timing of construction, will be enforced as conditions of approval of the tentative tract map and final tract map and as provisions of the subdivision agreement. If a multiple-family residential project includes phasing, phasing requirements including those identified in this paragraph will be enforced through conditions of approval of the site plan or Planned Unit Development and as provisions of the development agreement if one is required by the City.

16.09.090 Exceptions and Changes

- A. The provisions of Chapter 16.40 of Title 16 shall not apply to this chapter.
- B. The City Council shall have the power to increase, decrease, change or reallocate allocations by resolution of the City Council.

ORDINANCE NO. 2007-06**AN ORDINANCE OF THE CITY OF KINGSBURG AMENDING
SECTION 16.09.020 OF CHAPTER 16.09 OF
TITLE 16 OF THE KINGSBURG MUNICIPAL CODE
PERTAINING TO THE GROWTH MANAGEMENT SYSTEM.**

The City Council of the City of Kingsburg does ordain as follows:

Section 1. Section 16.09.020 of Chapter 16.09 of Title 16 of the Kingsburg Municipal Code is hereby amended as follows:

Section 16.09.020- Allocations for Housing Units

- A. One hundred fifteen (115) new allocations of housing units will become available at the beginning of each calendar year. Allocation is defined as the right to apply for a building permit to construct one single family residence or one multi family residential housing unit. The allocations are divided between two categories of housing: multiple-family housing units with 35 allocations (less any allocations issued to multi-family Small Projects as defined in Section 16.09.050 of this Chapter) per year (30%) and single family housing units, with 80 allocations per year (70%). Of the 80 allocations (less any allocations issued to Small Projects as defined in Section 16.09.050 of this Chapter) per year of single family housing units, 20 allocations shall be reserved for large lot development on parcels of at least 10,000 square feet.
- B. Allocations which are issued pursuant to the provisions of this Chapter are issued to the specific residential development project identified and described in the application for allocations. Allocations are not issued to any person or entity. Allocations

cannot be assigned, transferred or conveyed to another residential development project.

C. Except as otherwise set forth in this Section 16.09.020 C., if after allocations are awarded, a residential housing project receiving allocations is modified or changed in any way, the allocations awarded to that residential housing project shall automatically terminate and become unused allocations subject to reallocation at the time of the next award of allocations. In order to obtain allocations, the modified or changed residential housing project must apply for allocations as a new residential housing project. Except that, a residential housing project may file an application with the City requesting that the allocations not terminate but remain with the changed or modified residential housing project. The City Council may grant such application only if the City Council can make all of the following findings:

1. The City Council determines that: (i) any modification or change in the type (i.e. single family, multi family, senior, etc.) of residential housing; or (ii) any modification or change in any aspect of the residential housing project which is subject to the Rating and Ranking Criteria set forth in Section 16.09.070 of this Chapter, identified in the original application for allocations, satisfies a current specific housing need in the City of Kingsburg ;
2. Any modification or change: (i) in the number of residential housing units; or (ii) any modification or change in any aspect of the residential housing project which is subject to the Rating and Ranking Criteria set forth in Section 16.09.070 of this Chapter, identified in the original application for allocations, results solely from a modification or change identified in paragraph 1 above and does not result in a need to increase the allocations initially issued to the residential housing project identified in the original application;
3. The competitive points the modified or changed residential housing project receives as determined by City Staff's reevaluation of the modified or changed residential housing

project pursuant to the competitive allocation process identified in Section 16.09.060 of this Chapter, does not result in a competitive points ranking different from the residential housing project identified in the original application and does not effect the competitive points ranking of any other residential housing project that competed for allocations with the residential housing project identified in the original application.;

4. No entitlements have been approved or issued for the residential housing project prior to its application seeking to retain the awarded allocations.

D. After allocations are issued as provided in this Chapter, all development entitlements (i.e. parcel maps, subdivision maps, environmental review, etc.) associated with said allocations are required by the City or applicable law, rule or regulation must be approved by the City in order to use the issued allocations. If any required development entitlements are denied, or expire, the issued allocations related thereto shall automatically expire. The City will not accept any application for development entitlements unless allocations have been approved and issued for said development entitlements. Also for issued allocations to remain effective, complete development entitlement applications (including the payment of any and all required fees) for all required development entitlements must be submitted to the City within one hundred eighty (180) days after the date of issuance of the allocations and construction of offsite improvements, including, without limitation, installation of utilities and construction and installation of streets, must commence within three hundred sixty-five (365) days after the date of approval of all required development entitlements ("Construction Start Date"). No fees paid by an applicant to the City as part of the entitlement process will be reimbursed by the City should the applicant fail to satisfy the requirements of this Chapter.

- E. An applicant may request an extension of the Construction Start Date by submitting a written application for such extension on the form required by the City. In order to grant an extension request, the City Council, upon recommendation by the Planning Commission, must find that the failure of the applicant to commence construction of offsite improvements on or before the Construction Start Date was beyond the reasonable control of the applicant.
- F. The City Council, may, in its discretion, allow unused allocations to be carried over for a period of up to three years and allocated to First Allocations and/or Second Allocations or both (as those terms are defined in Section 16.09.060 of this Chapter). Unused allocations are allocations: (i) which were never issued; or (ii) previously issued and expired because of denial of development entitlements, failure to commence construction of offsite improvements on or before the Construction Start Date or any extension thereof; or (iii) failure of the applicant to comply with the provisions of this Chapter.
- G. In order to meet the housing needs of persons who will reside in mobile home parks or multi-family housing developments, an applicant seeking to develop a mobile home park with more than 15 spaces and/or multi-family housing development with more than 15 units may request issuance of allocations which would otherwise be issued over a three (3) year period. The purpose of this three-year allocation is to satisfy the housing needs of persons who wish to reside in mobile home or multi-family developments, through the development of a project which is larger than would otherwise be allowed with only one year of allocations. An applicant may request a three-year allocation by submitting a written application to the City on the form required by the City.

PASSED AND ADOPTED at a regular meeting of the City Council of the City of Kingsburg, duly called and held on the 19th day of September, 2007, by the following vote:

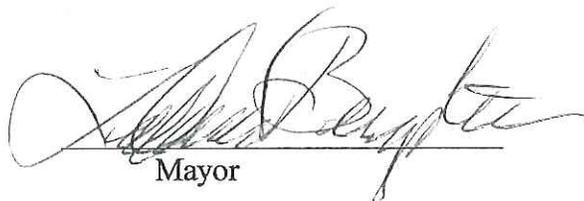
AYES: Council Member(s): Blayney, Kruper, Karstetter, Smith, and Mayor Bergstrom

NOES: Council Member(s): None

ABSTAIN: Council Member(s): None

ABSENT: Council Member(s): None

APPROVED


Mayor

ATTEST:


City Clerk

STATE OF CALIFORNIA)

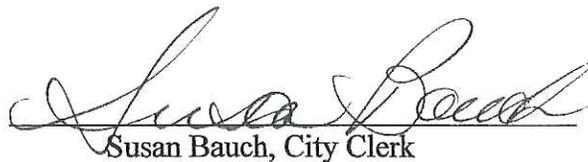
COUNTY OF FRESNO)ss

CITY OF KINGSBURG)

I, SUSAN BAUCH, City Clerk of the City of Kingsburg, do hereby certify the foregoing ordinance was duly introduced at a regular meeting of the City Council of the City of Kingsburg on the 15th day of August, 2007, and it was duly passed and adopted at a regular meeting of said City Council held on the 19th day of the September, 2007.

Dated:

9-26-07


Susan Bauch, City Clerk

Projects	2005	Single Family	Multiple Family	ALLOCATIONS												2014	2015	2016
				2005	2006	2007	2008	2009	2010	2011	2012	2013	2014	2015				
2005	Piara Ghuman (annexation expired/rental map has not expired)	43		15	25	3												
Tract 5073	DR Horton	57		15	25	17												
Tract 5609	Kingsburg Housing LLC (recorded 10/2013)	46		15	25	6												
Tract 5610	Kingsburg Housing LLC	58		15	25	18												
2006																		
2007																		
Tract 5653	Kingsburg Housing LLC	36	40			35	35	6										
2008																		
2009																		
2010																		
2011																		
2011	Marion Street Villas (Senior)		46								23	23						
2012																		
2012	Chelsea (Senior)		48									24	24					
2015																		
2015	Stimmel/Lennar Subdivision	34																
Annual Allocations		274	134	60	100	79	35	31	25	23	47	24	0	34				
Total Allocations Available				115	115	115	115	115	115	115	115	115	115	115	115	115	115	115
UNUSED ALLOCATIONS				55	15	27	80	84	90	92	68	91	115	81				
3 Year Rolling																		
287																		



Meeting Date: 2/3/2016
Agenda Item: V4

CITY COUNCIL MEETING STAFF REPORT

REPORT TO: Mayor Blayney & City Council

REPORT FROM: Alex Henderson, City Manager

REVIEWED BY: 

AGENDA ITEM: Emergency Expenditure Update

ACTION REQUESTED: Ordinance Resolution Motion Receive/File

EXECUTIVE SUMMARY

As previously discussed, the City has experienced major failure of four of our municipal wells in the past twelve months. Currently, wells #14 & #15 are non-operational due to mechanical failure. On Monday, January 25, the City received an estimate of work from Alta Pump, LLC to make the repairs to both of these wells:

- Well 14: \$34,616.54
- Well 15: \$29,660.50

Due to the unexpected nature of these failings, funding was not encumbered as part of the 2015-2016 budget. Under normal circumstances, staff would make a recommendation for amendment to the Finance Committee, who would ultimately make a recommendation to the full Council. Given the nature of the repair, and its relationship to the health, safety and welfare of the community, staff utilized emergency expenditure procedures to expedite the repair of these two wells. Our financial policies indicate:

"When an emergency situation does not permit the use of the competitive purchasing process, the City Manager may determine the procurement methodology most appropriate to the situation. Appropriate documentation of the basis for the emergency should be submitted to the Finance Director within five (5) working days after making the purchase.

The City Mayor with the concurrence of one other council member may authorize the City Manager in writing to incur expenditures...when the health, safety and welfare of the employees or residents of the City or their property are threatened and time constraints do not permit normal City Council expenditure approval."

Based upon this information, staff made a recommendation to Mayor Blayney and Pro-Tem Roman to move forward with immediate repairs based upon the following:

- While the City has been operating without the Wells in service, we would like to begin work now to avoid potential issues. We have the luxury of completing the work during the lower demand winter months. However, it can take a month or longer to bring the wells back into use as they must pass a series of State testing requirements after the repair work has been completed. A delay to these repairs or issues arising with other wells could create an issue with meeting demand.
- Alta Pump Co. Inc. is familiar with this type of work and the City's system. The City's Water Dept. also believes the estimate quote to be market competitive.

Staff received written approval from Mayor Blayney and Pro-Tem Roman to move forward with repair work. We

will follow up with a report to Finance Committee and the proper budget amendment to be considered by the full Council at a later date.

RECOMMENDED ACTION BY CITY COUNCIL

1. *No action – informational only.*

POLICY ALTERNATIVE(S)

1. NA

REASON FOR RECOMMENDATION/KEY METRIC

1. To provide reliable, efficient services to our residents.

FINANCIAL INFORMATION

FISCAL IMPACT:

- | | |
|------------------------------|------------|
| 1. Is There A Fiscal Impact? | <u>Yes</u> |
| 2. Is it Currently Budgeted? | <u>No</u> |
| 3. If Budgeted, Which Line? | <u>NA</u> |

PRIOR ACTION/REVIEW

NA

BACKGROUND INFORMATION

See Executive Summary.

ATTACHED INFORMATION

1. Alta Pump Co. Repair Estimate
2. Photos of inspection to determine cause

Alta Pump Co. Inc.

42821 Rd 80
DINUBA, CA 93618

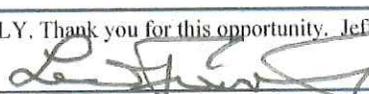
Phone # 559-591-7669 Fax # 559-591-3864

Estimate

Date	Estimate #
1/22/2016	100557

Name / Address
CITY OF KINGSBURG ATTN: ASHLEY 1401 DRAPER STREET KINGSBURG, CA 93631

Qty	Description	Price Each	Total
	JOB # 5194 LOCATION : WELL 14 60 PSI = LIFT 139 + SWL 70 + DD 20 + F 4 + B 10 = TDH 248 GPM 1000 PUMP MAKE PEERLESS 75HP 480 VOLT VFD COLUMN SIZE 10 COLUMN LENGTH 180 SUCTION 2' WELL DIA 16 WATER LEVEL 70		
1	BOWL ASSY 1ST STAGE 316IMP 12 E ADD STAGE 316SS IMPELLER	9,133.20	9,133.20T
2	10" X 5' WATER LUBE COLUMN	351.00	702.00T
18	10" X 10' WATER LUBE COLUMN	581.40	10,465.20T
20	1 1/2 COUPLINGS	175.50	3,510.00T
20	1 1/2 RUBBER BEARINGS	14.00	280.00T
1	10" X 2' 3/4 TAPER NIPPLE	199.80	199.80T
1	10" DI CHECK VALVE	1,771.47	1,771.47T
1	PACKING CONTAINER BEARING	270.00	270.00T
1	1 1/2" HEADSHAFT 1 1/2 HEAD NUT DEEP SET LH	320.40	320.40T
3	SPLICE KITS	50.00	150.00T
10	LABOR (2-MAN) SWING BOOM	310.00	3,100.00
10	LABOR - (1-MAN) PULSTAR	160.00	1,600.00
4	LABOR - SHOP	90.00	360.00
1	LABOR: MACHINE SHOP LABOR	550.00	550.00
	This is an estimate only for the work requested. Prices of labor and/or material may change the amount that will be included in the final bill CITY OF KINGSBURG 06/14	8.225%	2,204.47
THIS IS AN ESTIMATE ONLY. Thank you for this opportunity. Jeff Bates		Total	\$34,616.54



Customer Signature

Pump Performance Datasheet

Customer	:		Quote number	:	
Customer reference	:		Size	:	12E-SS
Item number	:	Default	Stages	:	6
Service	:		Based on curve number	:	12_TURB_2940_1800_SS
Quantity	:	1	Date last saved	:	21 Jan 2016 9:48 AM

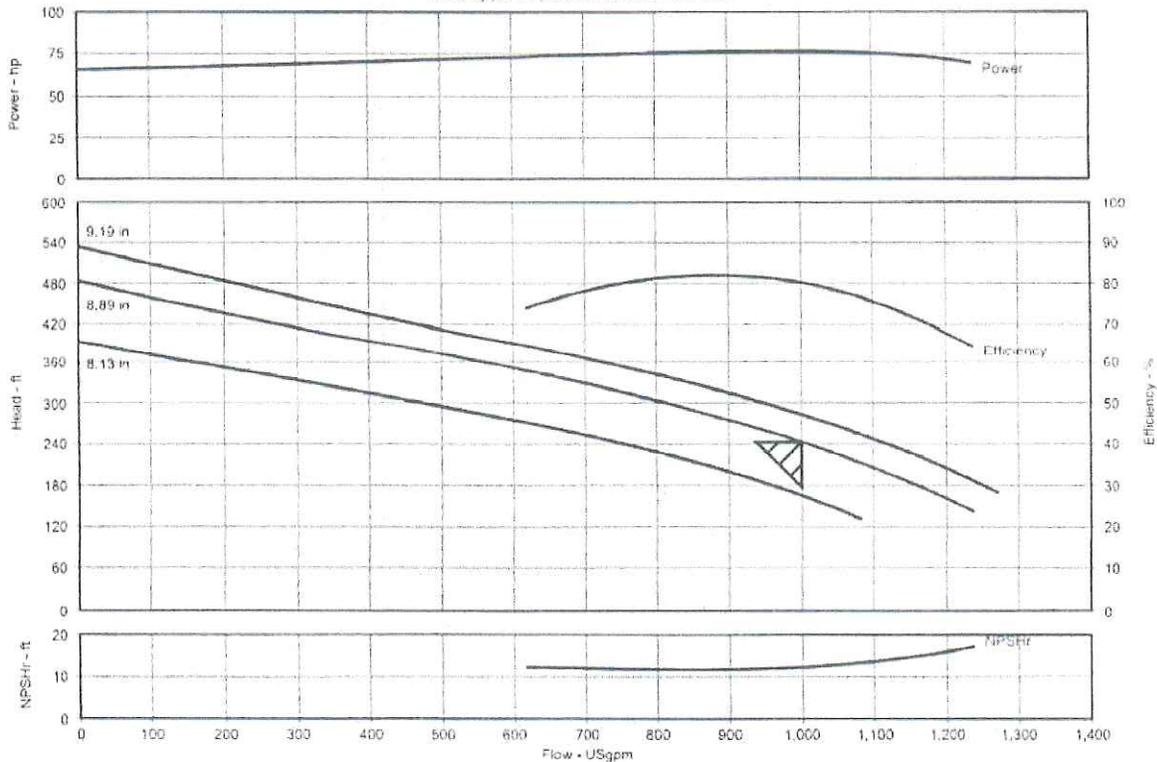
Operating Conditions		Liquid	
Flow, rated	: 1,000.0 USgpm	Liquid type	: --Water
Differential head / pressure, rated (requested)	: 243.0 ft	Additional liquid description	:
Differential head / pressure, rated (actual)	: 244.1 ft	Solids diameter, max	: 0.00 in
Suction pressure, rated / max	: 0.00 / 0.00 psi.g	Solids concentration, by volume	: 0.00 %
NPSH available, rated	: Ample	Temperature, max	: 68.00 deg F
Frequency	: 60 Hz	Fluid density, rated / max	: 1.000 / 1.000 SG

Performance		Material	
Speed, rated	: 1770 rpm	Material selected	: Cast Iron / Stainless Steel
Impeller diameter, rated	: 8.89 in		
Impeller diameter, maximum	: 9.19 in		
Impeller diameter, minimum	: 8.13 in		

Performance		Pressure Data	
Efficiency (bowl / pump)	: 80.18 / - %	Maximum working pressure	: See the Additional Data page
NPSH required / margin required	: 12.30 / 0.00 ft	Maximum allowable working pressure	: See the Additional Data page
nq (imp. eye flow) / S (imp. eye flow)	: 54 / 163 Metric units	Maximum allowable suction pressure	: N/A
MCSF	: -	Hydrostatic test pressure	: See the Additional Data page

Performance		Driver & Power Data	
Head, maximum, rated diameter	: 483.6 ft	Driver sizing specification	: Maximum power
Head rise to shutoff (bowl / pump)	: 99.02 / - %	Margin over specification	: 0.00 %
Flow, best eff. point (bowl / pump)	: 880.7 / - USgpm	Service factor	: 1.00
Flow ratio, rated / BEP (bowl / pump)	: 113.55 / - %	Power, hydraulic	: 61.37 hp
Diameter ratio (rated / max)	: 96.76 %	Power (bowl / pump)	: 76.53 / - hp
Head ratio (rated dia / max dia)	: 85.77 %	Power, maximum, rated diameter	: 76.57 hp
Cq/Ch/Ce/Cn [ANSI/HI 9.6.7-2010]	: 1.00 / 1.00 / 1.00 / 1.00	Minimum recommended motor rating	: 100 hp / 74.57 kW
Selection status	: Acceptable		

Pump performance. Adjusted for construction, viscosity, friction and power losses of lineshaft and thrust bearings. Not adjusted for any static lift. The duty point represents the head at the bowl.



Alta Pump Co. Inc.

42821 Rd 80
DINUBA, CA 93618

Phone # 559-591-7669 Fax # 559-591-3864

Estimate

Date	Estimate #
1/22/2016	100558

Name / Address
CITY OF KINGSBURG ATTN: ASHLEY 1401 DRAPER STREET KINGSBURG, CA 93631

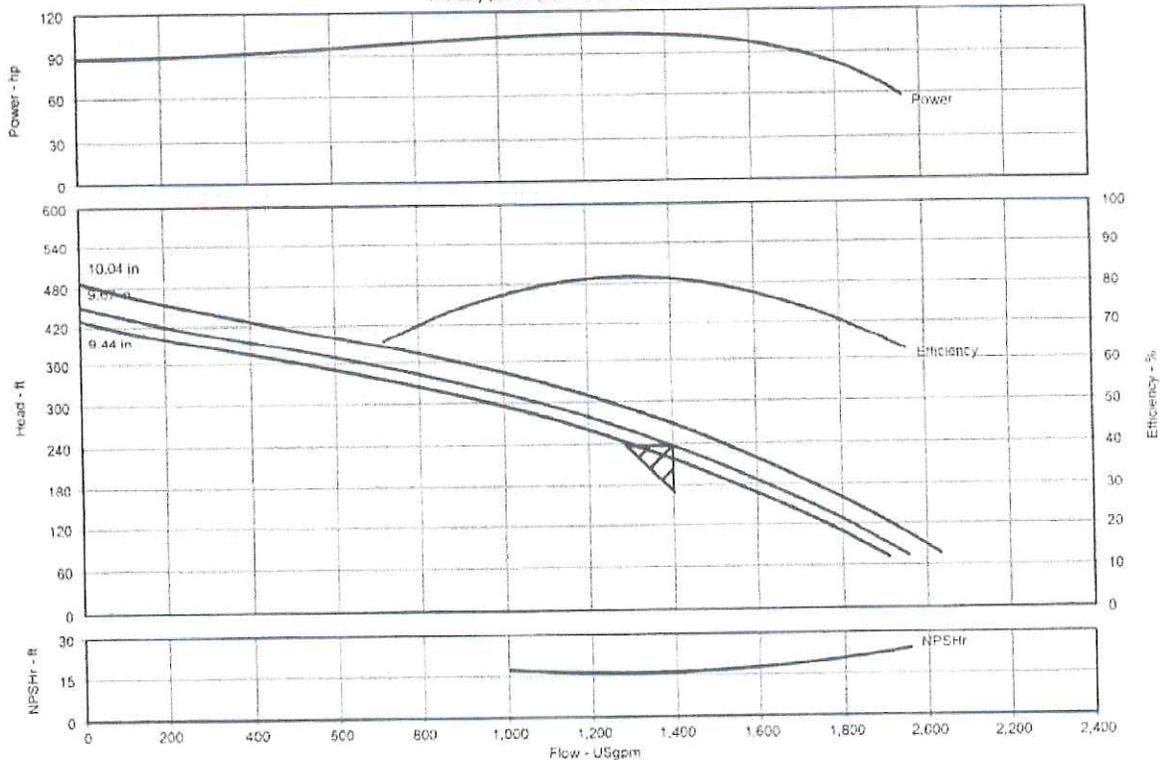
Qty	Description	Price Each	Total
	JOB # 5195 LOCATION : WELL 15 60 PSI = LIFT 139 + SWL 55 + DD 25 + F 4 + B 10 = TDH 237 GPM 1400 DISCHARGE PRESSURE 60 PUMP MAKE NATIONAL 100HP 480 VOLT SHAFT 1 1/2 COLUMN SIZE 10 COLUMN LENGTH 170 WATER LEVEL 55		
1	BOWL ASSY 13E 1ST STAGE W/L LH 316 IMP ADD STAGE 316SS IMPELLER	8,780.40	8,780.40T
2	1 1/2 X 5' SHAFT & COUPLINGS	280.00	560.00T
17	1 1/2 X 10' SHAFT & COUPLINGS	560.00	9,520.00T
19	1 1/2 RUBBER BEARINGS	14.00	266.00T
1	PACKING CONTAINER BEARING	270.00	270.00T
19	1 1/2 SHAFT COUPLING	175.50	3,334.50T
10	LABOR (2-MAN) SWING BOOM	310.00	3,100.00
10	LABOR - (1-MAN) PULSTAR	160.00	1,600.00
4	LABOR - SHOP / WELDING	90.00	360.00
	This is an estimate only for the work requested. Prices of labor and/or material may change the amount that will be included in the final bill CITY OF KINGSBURG 06/14	8.225%	1,869.62
THIS IS AN ESTIMATE ONLY. Thank you for this opportunity. Jeff Bates		Total	\$29,660.52

Customer Signature _____

Pump Performance Datasheet

Customer	:		Quote number	:	
Customer reference	:		Size	:	13E-SS
Item number	:	Default	Stages	:	5
Service	:		Based on curve number	:	13_TURB_3290_1800_SS
Quantity	:	1	Date last saved	:	21 Jan 2016 9:42 AM
Operating Conditions			Liquid		
Flow, rated	:	1,400.0 USgpm	Liquid type	:	--Water
Differential head / pressure, rated (requested)	:	237.0 ft	Additional liquid description	:	
Differential head / pressure, rated (actual)	:	237.2 ft	Solids diameter, max	:	0.00 in
Suction pressure, rated / max	:	0.00 / 0.00 psi.g	Solids concentration, by volume	:	0.00 %
NPSH available, rated	:	Ample	Temperature, max	:	68.00 deg F
Frequency	:	60 Hz	Fluid density, rated / max	:	1.000 / 1.000 SG
Performance			Material		
Speed, rated	:	1770 rpm	Material selected	:	Cast Iron / Stainless Steel
Impeller diameter, rated	:	9.67 in	Pressure Data		
Impeller diameter, maximum	:	10.04 in	Maximum working pressure	:	See the Additional Data page
Impeller diameter, minimum	:	9.44 in	Maximum allowable working pressure	:	See the Additional Data page
Efficiency (bowl / pump)	:	81.15 / - %	Maximum allowable suction pressure	:	N/A
NPSH required / margin required	:	15.99 / 0.00 ft	Hydrostatic test pressure	:	See the Additional Data page
nq (imp. eye flow) / S (imp. eye flow)	:	61 / 158 Metric units	Driver & Power Data		
MCSF	:	-	Driver sizing specification	:	Maximum power
Head, maximum, rated diameter	:	451.0 ft	Margin over specification	:	0.00 %
Head rise to shutoff (bowl / pump)	:	90.28 / - %	Service factor	:	1.00
Flow, best eff. point (bowl / pump)	:	1,296.3 / - USgpm	Power, hydraulic	:	83.79 hp
Flow ratio, rated / BEP (bowl / pump)	:	108.00 / - %	Power (bowl / pump)	:	103 / - hp
Diameter ratio (rated / max)	:	96.31 %	Power, maximum, rated diameter	:	104 hp
Head ratio (rated dia / max dia)	:	88.37 %	Minimum recommended motor rating	:	125 hp / 93.21 kW
Cq/Ch/Ce/Cn [ANSI/HI 9.6.7-2010]	:	1.00 / 1.00 / 1.00 / 1.00			
Selection status	:	Acceptable			

Pump performance, Adjusted for construction, viscosity, friction and power losses of lineshaft and thrust bearings. Not adjusted for any static lift. The duty point represents the head at the bowl.











ALFA
PUMP CO

Handwritten text on a dark jacket, possibly a name or company logo, is visible on the worker in the foreground.