



AGENDA

Victor P. Lopez, Mayor

Diana Guerra Silva, Mayor Pro Tem
Esperanza Rodriguez, Council Member

Roy Rodriguez, Council Member
Josie Cervantes, Council Member

WEDNESDAY, MAY 8, 2019 - 6:30 P.M.
Orange Cove Council Chambers
633 6th Street, Orange Cove, California 93646

A. Call to Order/Welcome

Roll Call
Invocation
Flag Salute

B. Confirmation of Agenda

C. Consent Calendar

1. City Warrants (44209-44339)
2. City Council Minutes April 17, 2019

D. Administration

City Engineer:

3. **SUBJECT:** Project Progress Report by Alfonso Manrique, AM Consulting Engineers, Inc.

Recommendation: Informational Item Only

4. **SUBJECT:** Project List for Fiscal Year 2019-2020 funded by SB1: The Road Repair and Accountability Act of 2017

Recommendation: Staff recommends Council to resend Resolution No. 2019-19 and adopt Resolution No. 2019-22 designating a Senate Bill (SB1) project list for fiscal year 2019-2020

5. **SUBJECT:** Update report on the Friant Kern Canal Shutdown

Recommendation: Informational Item Only

Chief of Police:

6. **SUBJECT:** Monthly Activity Report presented by Chief of Police, Marty Rivera

Recommendation: Informational Item Only

Mayor and City Councilmembers:

7. **SUBJECT:** San Joaquin Valley Special City Selection Committee

Recommendation: Council to appoint a new Primary representative to the San Joaquin Valley Special City Selection Committee

Interim City Manager:

8. **SUBJECT:** Review and consider proposal from Bartle Wells & Associates to update the City of Orange Cove's building, planning, & development Impact fees

Recommendation: Council to approve a contract with Bartle Wells & Associates to update the City of Orange Cove's building, planning, & development Impact fees

9. **SUBJECT:** Proposal for Property Tax Analysis and Public Opinion Research Services by A.M. Peche and Associates, LLC and Gene Bregman & Associates, Respectively

Recommendation: Council to consider approving a contract with A.M. Peche & Associates, LLC for Property Tax Analysis Services for the amount of \$7,000 and Gene Bregman & Associates for Public Opinion Research Services for the amount of \$12,500 for a total of \$19,500

10. **SUBJECT:** Proposition 68 Grant – Proposed Schedule for five (5) workshops to be held at the Victor P. Lopez Community Center

Recommendation: City Council to approve the attached schedule for dates/times for the five (5) workshops to be held at the Victor P. Lopez Community Center

11. **SUBJECT:** Update on Financial Issues.
Recommendation: Informational Item Only
12. **SUBJECT:** Discussion of City Stop Signs
Recommendation: Staff recommends City Council to review and discuss the need for City Stop Signs and Provide Staff with direction
13. **SUBJECT:** Declaration of City Vehicles as Surplus Property
Recommendation: Council to consider approving Resolution No. 2019-23 Declaring the vehicle equipment as surplus and authorize the Interim City Manager to Dispose of said property pursuant to Government Code Section 37350

E. City Council & Successor Agency

14. **SUBJECT:** Contract Amendment with RSG, Inc. provide additional Housing Rehabilitation Grant Program Procedures and Grant Processing
Recommendation: Council to consider approving the following:
 1. RSG Proposal for Consulting Services – Rehabilitation Grant Program and Grant Processing Contract Amendment
 2. Joint Resolution of the City Council (Resolution No. 2019-21) and Successor Agency Board (Resolution No. SA 2019-06) Approving RSG Contract Amendment for Additional Housing Rehabilitation Grant Program Procedures and Processing
15. **SUBJECT:** Housing Successor Agency Annual Report for Fiscal Year 2017-18
Recommendation: Staff recommends that the City Council receive and file the Housing Successor Agency Annual Report for Fiscal Year 2017-18

E. Public Forum

Members of the public wishing to address the City Council on an item that is not on the agenda may do so now. No action will be taken by the City Council this evening. But items presented may be referred to the City Manager for follow up and a report. In order to allow time for all comments, each individual is limited to three minutes. When addressing the Council, you are requested to come forward to the speakers microphone, state your name and address, and then proceed with your comments.

- F. City Manager's Report**
- G. City Attorney's Report**
- H. City Council Communications**
- I. Closed Session**

- 16. CONFERENCE WITH LEGAL COUNSEL--ANTICIPATED LITIGATION
Significant exposure to litigation pursuant to [paragraph \(2\) of subdivision \(d\) of Section 54956.9](#): (Two Case)

- J. Reconvene City Council Meeting**

- K. Adjournment**

ADA Notice: In compliance with the Americans with Disabilities Act, if you need special assistance to participate in this meeting, please contact the City Clerk at (559) 626-4488 ext. 214. Notification 48 hours prior to the meeting will enable the City to make arrangements to ensure accessibility to this meeting.

Documents: Any writings or documents provided to a majority of the City Council regarding any item on this agenda will be made available for public inspection at front counter at City Hall and at the Orange Cove Library located at 815 Park Blvd., Orange Cove, CA during normal business hours. In addition, most documents are posted on City's website at cityoforange Cove.com.

STATEMENT ON RULES OF DECORUM AND ENFORCEMENT

The Brown Act provides that members of the public have a right to attend public meetings, to provide public comment on action items and under the public forum section of the agenda, and to criticize the policies, procedures, or services of the city or of the acts or omissions of the city council. The Brown Act also provides that the City Council has the right to exclude all persons who willfully cause a disruption of a meeting so that it cannot be conducted in an orderly fashion.

During a meeting of the Orange Cove City Council, there is a need for civility and expedition in the carrying out of public business in order to ensure that the public has a full opportunity to be heard and that the Council has an opportunity to conduct business in an orderly manner. The following is provided to place everyone on notice of the rules of decorum and enforcement.

GENERAL RULES OF DECORUM

While any meeting of the City Council is in session, the following rules of decorum shall be observed:

1. All remarks shall be addressed to the City Council as a whole and not to any single member, unless in response to a question from a member of the City Council.
2. A person who addresses the City Council under public comment for a specific agenda item or under the Public Forum section of the agenda may not engage in speech or conduct (i) which is likely to provoke others to violent or riotous behavior, (ii) which disturbs the peace of the meeting by loud and unreasonable noise, (iii) which is irrelevant or repetitive, or (iv) which disrupts, disturbs, or otherwise impedes the orderly conduct of any City Council meeting.
3. A person, other than members of the Council and the person, who has the floor, shall not be permitted to enter into the discussion unless requested by the Mayor to speak.
4. Members of the City Council may not interrupt a person who has the floor and is making public comments. Members of the City Council shall wait until a person completes his or her public comments before asking questions or commenting. The Mayor shall then ask Councilmembers if they have comments or questions.
5. No person in the audience at a Council meeting shall engage in disorderly or boisterous conduct, including the utterance of loud, threatening or abusive language, whistling, stamping of feet or other acts which disturb, disrupt or otherwise impede the orderly conduct of any Council meeting.

ENFORCEMENT OF DECORUM RULES

(Resolution No. 2012-16)

While the City Council is in session, all persons must preserve order and decorum. A person who addresses the City council under public comment for a specific agenda item or under the Public Forum section of the agenda may not engage in speech or conduct which is likely to provoke others to violent or riotous behavior, which disturbs the peace of the meeting by loud and unreasonable noise, which is irrelevant or repetitive, or which disrupts, disturbs, or otherwise impedes the orderly conduct of any City Council meeting.

The Mayor or other presiding officer shall request that a person who is breaching the rules of decorum cease such conduct. If after receiving such a warning, the

person persists in breaching the rules of decorum, the Mayor or other presiding officer may order the person to leave the City Council meeting. If such person does not leave, the Mayor or presiding officer may request any law enforcement officer who is on duty at the meeting as sergeant-at-arms to remove the person from the Council Chambers. In the event there is no one from law enforcement present, the Mayor or presiding officer may direct the City Manager to contact law enforcement.

In accordance with the Point of Order Rule 4.6, the majority of the Council may overrule the Mayor if the majority of the Council believes the Mayor or other presiding officer is not applying the rules of decorum appropriately.



**MINUTES
SPECIAL MEETING ORANGE COVE CITY COUNCIL**

DATE: WEDNESDAY, APRIL 17, 2019 – 6:00 P.M.
LOCATION: Orange Cove Council Chambers
633 6th Street, Orange Cove, California 93646

Victor P. Lopez, Mayor
Diana Guerra Silva, Mayor Pro Tem **Josie Cervantes, Council Member**
Roy Rodriguez, Council Member **Esperanza Rodriguez, Council Member**

A. CALL TO ORDER/WELCOME

COUNCIL PRESENT: Mayor Victor P. Lopez
Mayor Pro Tem Diana Guerra Silva
Councilmember Roy Rodriguez
Councilmember Josie Cervantes (absent)
Councilmember Esperanza Rodriguez

STAFF PRESENT: Financial Consultant/Interim City Manager Rudy Hernandez
Police Chief, Marty Rivera
City Attorney, Dan McCloskey
City Clerk June V. Bracamontes

INVOCATION: Mayor Pro Tem Diana Guerra Silva

FLAG SALUTE: Mayor Victor P. Lopez

B. ADMINISTRATION:

- 1. Subject:** Facility Use Application for the Field at the Community Center on April 28, 2019 requested by La Unica Mexicana Broadcasting, Inc.

Recommendation: Council to approve the Facility Use Application for the field at the Community Center on April 28, 2019 requested by La Unica Mexicana Broadcasting, Inc.

Upon the motion by Mayor Pro Tem Silva and seconded by Councilwoman E. Rodriguez, Council approved the Facility Use Application for the field at the Community Center on April 28, 2019 requested by La Unica Mexicana Broadcasting, Inc.

YES: Lopez, Silva, R. Rodriguez, E. Rodriguez
NO: None
ABSENT: Cervantes
ABSTAIN: None

2. **Subject:** Culpepper and Merriweather Circus on April 30, 2019 located at the lot on the NE corner of 9th Street & Park Blvd, Orange Cove

Recommendation: Council to approve the Culpepper and Merriweather Circus on April 30, 2019 located at the lot on the NE corner of 9th Street & Park Blvd, Orange Cove

Upon the motion by Councilman R. Rodriguez and seconded by Mayor Pro Tem Silva, Council approved the Culpepper and Merriweather Circus on April 30, 2019 located at the lot on the NE corner of 9th Street & Park Blvd, Orange Cove

YES: Lopez, Silva, R. Rodriguez, E. Rodriguez
NO: None
ABSENT: Cervantes
ABSTAIN: None

3. **Subject:** Councilwoman Josie Cervantes Leaving Office from the Southeast Regional Solid Waste Commission effective March 29, 2019

Recommendation: Council to approve Councilwoman Josie Cervantes Leaving Office from the Southeast Regional Solid Waste Commission effective March 29, 2019 and to nominate one primary member and one alternate member to the Southeast Regional Solid Waste Commission as requested by Mike Griffey from Fresno County Dept. of Public Works and Planning

Mayor Lopez requested that the nomination for a primary and alternate members for the Southeast Regional Solid Waste Commission be tabled till the next Council Meeting until the city finds out how many meetings they will be attending per year.

Upon the motion by Councilman R. Rodriguez and seconded Mayor Pro Tem Silva, Council approved Councilwoman Josie Cervantes Leaving Office from the Southeast Regional Solid Waste Commission effective March 29, 2019

YES: Lopez, Silva, R. Rodriguez, E. Rodriguez
NO: None
ABSENT: Cervantes
ABSTAIN: None

Mr. David Lopez presented to Council a reminder about the Easter Egg Hunt Program on Saturday, April 20, 2019 starting at 10:30 a.m.

C. ADJOURNMENT

Mayor Lopez adjourned the City Council Meeting at 6:20 p.m.

Respectfully Submitted:

June V. Bracamontes, City Clerk
City of Orange Cove

PRESENTED TO COUNCIL:

DATE: _____
ACTION: _____

REPORT.: Apr 30 19 Tuesday
 RUN....: Apr 30 19 Time: 08:24
 Run By.: Phyllis

CITY OF ORANGE COVE
 Cash Disbursement Detail Report
 Check Listing for 04-19 Bank Account.: 1010

PAGE: 001
 ID #: PY-DP
 CTL.: ORA

Check Number	Check Date	Vendor Number	Vendor Name	Gross Amount	Net Amount	Payment Information Invoice #
44209	4/2/2019	DIO00	DIONICIO RODRIUEZ JR.	1200	1200	3-1-31-19
44210	4/2/2019	TM001	TUTTLE & MCCLOSKEY	6092.56	6092.56	32268
44211	4/2/2019	VPL01	VICTOR P LOPEZ	443.17	443.17	APRIL 19
44212	4/3/2019	CEC00	CECIL F. THOMAS	480	480	4/2/19
44213	4/4/2019	CC01	CALIFORNIA CONSULTING	696.2	696.2	2803
44214	4/4/2019	ATT05	AT & T	3217.85	3217.85	03/4/19
44215	4/4/2019	AV002	ANDREW W. VALENCIA	75.38	75.38	03/4/19
44216	4/4/2019	CMM01	CITRUS MINI-MART	61	61	3869
44217	4/4/2019	IND00	INDUSTRIAL CONTROL AND DE	665	665	14520
				1052.5	1052.5	30419
			Check Total:	1717.5	1717.5	
44218	4/4/2019	PGE01	PG & E	1587.95	1587.95	03/4/19
44219	4/4/2019	SEB01	SEBASTIAN	309.45	309.45	03/04/19
44220	4/4/2019	DOW01	DEPARTMENT OF WATER	24072.42	24072.42	1904E5740
44221	4/4/2019	JOS02	JOSIE CERVANTES	34	34	B90404
44222	4/5/2019	AGU03	AGUILAR JOSE	23.5	23.5	NOV 6 18
				-23.5	-23.5	NOV 6 18u
			Check Total:	0	0	
44223	4/5/2019	AGU11	ANA AGUILAR	400	400	03/25/19
44224	4/5/2019	APV01	AMERIPRIDE UNIFORM SERVIC	62.44	62.44	502358694
				69.71	69.71	502358695
				66.74	66.74	502358701
				347.47	347.47	502358702

			98.23	98.23	502358708
			36.58	36.58	502358709
			50.27	50.27	502358710
			47.5	47.5	502358711
			69.71	69.71	502363343
			66.74	66.74	502363363
			50.27	50.27	502363374
			69.71	69.71	502367988
			66.74	66.74	502368005
			120.1	120.1	502368008
			46.54	46.54	502368039
		Check Total:	1268.75	1268.75	
44225	4/5/2019 ASI00	ASI ADMINISTRATIVE SOLUTI	5984.92	5984.92	B90405
			2117.69	2117.69	03/22/19
			2279.61	2279.61	MAR 26 19
		Check Total:	10382.22	10382.22	
44226	4/5/2019 ATT05	AT & T	85.75	85.75	4122019
44227	4/5/2019 BSK01	BSK ASSOCIATES	140	140	A906932
			197	197	A907111
			74	74	A907487
			74	74	A908095
			197	197	A908630
		Check Total:	682	682	
44228	4/5/2019 CHAA1	CHAPA'S AUTOMOTIVE	233.11	233.11	10181
44229	4/5/2019 CLS01	CORELOGIC SOLUTIONS, LLC.	300	300	30416229
44230	4/5/2019 CWS01	CORBIN WILLITS SYSTEM	585	585	000B90315
			886.07	886.07	000B903151
		Check Total:	1471.07	1471.07	
44231	4/5/2019 D&D01	D & D SERVICES INC	205	205	84130
44232	4/5/2019 ECN01	RAUL HERRERA ECN POLYGRAP	200	200	OCPDMAR22
44233	4/5/2019 FGS01	FRUIT GROWERS SUPPLY CO	33.26	33.26	92034627
			53.21	53.21	92035028
			9.14	9.14	92037373
			33.28	33.28	92037472

			430.81	430.81	92037795
			38.67	38.67	92038143
			26.6	26.6	92038161
			28.96	28.96	92038219
			8.54	8.54	92038248
			438.39	438.39	92038281
			43.95	43.95	92038305
			10.75	10.75	92040541
			52.47	52.47	92040546
			7.39	7.39	92041380
			-----	-----	
		Check Total:	1215.42	1215.42	
44234	4/5/2019 FMAAA	FRESNO-MADERA AREA AGENCY	36.41	36.41	2185
44235	4/5/2019 HER01	RUDY HERNANDEZ	935	935	29
44236	4/5/2019 ICG01	INTERWEST CONSULTING GROU	370.86	370.86	44442
44236	4/5/2019 ICG01	INTERWEST CONSULTING GROU	420	420	45371
			112.5	112.5	45903
			-----	-----	
		Check Total:	903.36	903.36	
44237	4/5/2019 JIM'S	JIM'S PLUMBING OF REEDLEY	835	835	3845
44238	4/5/2019 MER00	MERCADO, RICARDO	975	975	107
44239	4/5/2019 NBS01	NBS GOVERNMENT FINANCE	1253.7	1253.7	21900259
44240	4/5/2019 NMA01	NATIONAL METERS & AUTOMAT	3113.35	3113.35	S1112381.
44241	4/5/2019 PAR33	PARAMOUNT PEST SERVICES	355	355	190400370
44242	4/5/2019 PGE01	PG & E	3654.02	3654.02	03/18/19
44243	4/5/2019 PRO21	PROFESSIONAL PRINT & MAIL	184.22	184.22	97845
44244	4/5/2019 QUI05	QUIL CORPORATION	21.36	21.36	5840256
			49.36	49.36	5844906
			26.44	26.44	5877313
			-----	-----	
		Check Total:	97.16	97.16	
44245	4/5/2019 RR001	ROY RODRIGUEZ	47	47	B90405
44246	4/5/2019 SBS01	SELECT BUSINESS SYSTEMS	10	10	279137
			10	10	279381
			-----	-----	
		Check Total:	20	20	

44247	4/5/2019	SHR01	SHRED-IT USA- FRESNO	49.83	49.83	812683941
44248	4/5/2019	TII01	TELSTAR INSTRUMENTS INC	2981	2981	98478
44249	4/5/2019	TOF01	THE OFFICE CITY	159.59	159.59	IN1566692
44250	4/5/2019	UWB01	UNWIRED BROADBAND	749.98	749.98	663687
44251	4/5/2019	WIL16	WILLDAN	6496	6496	220715
44252	4/5/2019	RIV11	RIVERA, MARTY	159.06	159.06	B90405
44253	4/8/2019	JOS02	JOSIE CERVANTES	60	60	B90408
44254	4/10/2019	ASIO0	ASI ADMINISTRATIVE SOLUTI	4174.08	4174.08	4/10/19
44255	4/10/2019	JIM'S	JIM'S PLUMBING OF REEDLEY	2654.67	2654.67	3846
				-2654.67	-2654.67	3846u
			Check Total:	0	0	
44256	4/10/2019	LEG02	PORAC LEGAL DEFENSE FOUND	595	595	280430
44257	4/10/2019	PEA02	PORA OF CALIFORNIA	314	314	238109
44258	4/10/2019	PHY01	PHYLLIS MENDEZ	380.35	380.35	B90410
44259	4/10/2019	PS002	PYRO SPECTACULARS	5250	5250	B90410
44260	4/10/2019	ROD41	VICTOR RODRIGUEZ	234.85	234.85	100
44261	4/10/2019	TM001	TUTTLE & MCCLOSKEY	3608.58	3608.58	32693
44262	4/10/2019	VPL01	VICTOR P LOPEZ	35.96	35.96	B90410
44263	4/10/2019	CAL00	CALIFORNIA BUILDING STAND	3.6	3.6	DEC 2018
				2.7	2.7	FEB 2019
			Check Total:	6.3	6.3	
44264	4/10/2019	KIN00	KINGS RIVER EAST	3250	3250	3692_2019
44265	4/11/2019	CEC00	CECIL F. THOMAS	680	680	4/9/19
44266	4/11/2019	VPL01	VICTOR P LOPEZ	124.79	124.79	B90411
44267	4/11/2019	HER40	HERRERA RAFAEL	272.8	272.8	B90411
44268	4/11/2019	HER01	RUDY HERNANDEZ	53.15	53.15	B90411
44269	4/12/2019	HER40	HERRERA RAFAEL	292.6	292.6	B90412

44270	4/12/2019	AGU03	JOSE LUIS AGUILAR	23.5	23.5	04/02/19
44271	4/12/2019	ALH01	SPARKLETTS	71.9	71.9	40119
				153.01	153.01	4012019
			Check Total:	224.91	224.91	
44272	4/12/2019	APV01	AMERIPRIDE UNIFORM SERVIC	62.44	62.44	502363336
				62.44	62.44	502367984
				98.23	98.23	502368031
				134.35	134.35	502368033
				50.27	50.27	502368037
			Check Total:	407.73	407.73	
44273	4/12/2019	ATT05	AT & T	80.75	80.75	03/24/19
				1094.99	1094.99	2/11-3/11
				4309.93	4309.93	3/24/2019
			Check Total:	5485.67	5485.67	
44274	4/12/2019	BOR01	BUREAU OF RECLAMATION	5183.4	5183.4	Apr-19
44275	4/12/2019	BSK01	BSK ASSOCIATES	140	140	A907819
				140	140	A907821
				500	500	A907860
44275	4/12/2019	BSK01	BSK ASSOCIATES	74	74	A907872
				110	110	A908070
				74	74	A908890
			Check Total:	1038	1038	
44276	4/12/2019	CAL10	CALIFORNIA WATER AWARENES	1573.41	1573.41	301530
				-1573.41	-1573.41	0301530u
			Check Total:	0	0	
44277	4/12/2019	CCI01	CALIFORNIA CONSULTING, IN	5500	5500	2846
44278	4/12/2019	CHAA1	CHAPA'S AUTOMOTIVE	49.31	49.31	10178
				325.62	325.62	10179
			Check Total:	374.93	374.93	
44279	4/12/2019	CHE01	CHET'S PLUMBING INC	99	99	65414
44280	4/12/2019	COOK1	COOK'S COMMUNICATION	315	315	140184
				-15.82	-15.82	4/1/19C

		Check Total:	299.18	299.18		
44281	4/12/2019	DLC01	DINUBA LUMBER CO	13.01	13.01	10731041
				63.1	63.1	10731581
				101.86	101.86	10731844
				30.37	30.37	10732293
				-----	-----	
		Check Total:		208.34	208.34	
44282	4/12/2019	DOJ01	DEPARTMENT OF JUSTICE	32	32	362218
44283	4/12/2019	FB001	THE FRESNO BEE	689.92	689.92	3/4-31/19
44284	4/12/2019	FCC02	FRESNO COUNTY CLERK/ REGI	2516.65	2516.65	19-0222
44285	4/12/2019	FCS01	FRESNO COUNTY TREASURER	11781.01	11781.01	SO16410
44286	4/12/2019	FGS01	FRUIT GROWERS SUPPLY CO	42.51	42.51	92039816
				35.44	35.44	92042918
				-----	-----	
		Check Total:		77.95	77.95	
44287	4/12/2019	FOO02	FOOTHILL AUTO TRUCK & AG	29.1	29.1	865005
				-29.1	-29.1	865013C
				179.44	179.44	865129
				-----	-----	
		Check Total:		179.44	179.44	
44288	4/12/2019	FWUA1	FRIANT WATER AUTHORITY	1086	1086	112316
				2325.98	2325.98	112357
				-----	-----	
		Check Total:		3411.98	3411.98	
44289	4/12/2019	ICG01	INTERWEST CONSULTING GROU	86.93	86.93	48176
44290	4/12/2019	METRO	METRO UNIFORM	349.25	349.25	187697
				240.42	240.42	187849
				871.74	871.74	189487
				-----	-----	
		Check Total:		1461.41	1461.41	
44291	4/12/2019	NTU01	NTU TECHNOLOGIES INC	3694.95	3694.95	10618
44292	4/12/2019	OCL02	ORANGE COVE LIQUOR	2931.11	2931.11	Mar-19
44293	4/12/2019	OCTS1	ORANGE COVE TIRE SERVICE	241	241	22963
				57.35	57.35	23027
				241	241	23081

			15	15	23082
			-----	-----	
		Check Total:	554.35	554.35	
44294	4/12/2019 PAR32	PARRA, DANIEL	14.57	14.57	2/13/19
44295	4/12/2019 PGE01	PG & E	1606.91	1606.91	03/29/19
44296	4/12/2019 QUI05	QUIL CORPORATION	5.14	5.14	5941955
44297	4/12/2019 SBS01	SELECT BUSINESS SYSTEMS	10	10	279702
			263.41	263.41	279807
			-----	-----	
		Check Total:	273.41	273.41	
44298	4/12/2019 SEB01	SEBASTIAN	313.49	313.49	04/01/19
44299	4/12/2019 TGC02	THE GAS COMPANY	654.78	654.78	04/04/19
44300	4/12/2019 TRE01	MID-VALLEY PUBLISHING INC	320	320	0314061IN
44301	4/12/2019 VOR01	VORTAL, INC	225	225	1391
44302	4/16/2019 HER01	RUDY HERNANDEZ	8140	8140	30
44303	4/16/2019 HER40	HERRERA RAFAEL	239.8	239.8	41519
44304	4/16/2019 PD001	PENA'S DISPOSAL	48094.67	48094.67	MAR 2019
44305	4/16/2019 COL10	COLONIAL LIFE	1573.41	1573.41	-301530
44306	4/16/2019 EOC01	TARGET EIGHT ADVISORY	108564	108564.02	B90416
44307	4/16/2019 LIG03	LIGHTHOUSE ELECTRICAL, IN	645	645	2100
44308	4/17/2019 VPL01	VICTOR P LOPEZ	641.28	641.28	B90417
44309	4/17/2019 VPL01	VICTOR P LOPEZ	44.5	44.5	4/16/17
44310	4/17/2019 CEC00	CECIL F. THOMAS	560	560	4-10-4-16
44311	4/18/2019 SAH01	SAHAGUN ROBERT	88.08	88.08	B90418
44312	4/18/2019 VPL01	VICTOR P LOPEZ	235.82	235.82	B90418
44313	4/18/2019 PHY01	PHYLLIS MENDEZ	495.37	495.37	B90418
44314	4/18/2019 VPL01	VICTOR P LOPEZ	14	14	4/17/19
44315	4/18/2019 MER00	MERCADO, RICARDO	877	877	108
44316	4/22/2019 ASI00	ASI ADMINISTRATIVE SOLUTI	124.48	124.48	16-Apr-19
44317	4/22/2019 VOID	VOIDED CHECK			

44318	4/22/2019	BSK01	BSK ASSOCIATES	74	74	A909086
44319	4/22/2019	FGS01	FRUIT GROWERS SUPPLY CO	12.97	12.97	92040589
44320	4/22/2019	FOO02	FOOTHILL AUTO TRUCK & AG	7.23	7.23	864562
				1.53	1.53	864564
				29.54	29.54	864760
				21.13	21.13	864794
				20.5	20.5	864839
				-15.76	-15.76	864890C
				1.57	1.57	865047
				39.4	39.4	865049
				6.9	6.9	865340
				203.84	203.84	865402
				32.2	32.2	865411
				1.98	1.98	865416
				11.24	11.24	865497
			Check Total:	361.3	361.3	
44321	4/22/2019	GTI01	GAR TOOTELIAN INC	834.11	834.11	1-815425
				1668.21	1668.21	1-816608
			Check Total:	2502.32	2502.32	
44322	4/22/2019	HER40	HERRERA RAFAEL	239.8	239.8	B90422
44323	4/22/2019	NAV04	NAVA, VERONICA	158.62	158.62	B90422
44324	4/22/2019	QUI05	QUIL CORPORATION	177.85	177.85	5973282
44325	4/22/2019	SM002	SAVEMART SUPERMARKETS	160.55	160.55	03/07/19
44326	4/22/2019	WAR01	WARRENT & BAERG MANUFACTU	3546.44	3546.44	0052689IN
44327	4/22/2019	WEE01	W&E ELECTRIC	141.21	141.21	1903032
				90	90	1903111
			Check Total:	231.21	231.21	
44328	4/22/2019	BMI01	BADGER METER, INC	472.32	472.32	80031088
44329	4/22/2019	DIO00	DIONICIO RODRIUEZ JR.	1312.5	1312.5	B90422
44330	4/23/2019	JIM'S	JIM'S PLUMBING OF REEDLEY	358.91	358.91	3858
				2654.67	2654.67	3846-RI
			Check Total:	3013.58	3013.58	
44331	4/24/2019	VPL01	VICTOR P LOPEZ	80	80	B90424
44332	4/24/2019	HER01	RUDY HERNANDEZ	990	990	31

44333	4/25/2019	PHY01	PHYLLIS MENDEZ	67.8	67.8	B90425
44334	4/25/2019	VPL01	VICTOR P LOPEZ	106.84	106.84	B90425
44335	4/26/2019	CEC00	CECIL F. THOMAS	1000	1000	B90426
44336	4/29/2019	SAB00	SABRINA PORTILLO	154.03	154.03	B90429
				-154.03	-154.03	B90429u
			Check Total:	0	0	
44337	4/30/2019	HER40	HERRERA RAFAEL	285.6	285.6	9209
44338	4/30/2019	POR00	PORTILLO SABRINA	154.03	154.03	42919
44339	4/30/2019	VPL01	VICTOR P LOPEZ	443.17	443.17	MAY 2019
			Cash Account Total:	334171.9	334171.93	
			Total Disbursements:	334171.9	334171.93	

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Description

PROF.SERVICES WATER TREAT

PROFESSIONAL SERVICE-REVI

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COMMUNICATION

REIMBURSEMENT FOR TRAVEL

GAS # 203 WTP

RESTORE SYSTEM AT THE WAT
SERVICE WORK AT THE WATER

UTILITIES

ALARM MONITORING FOR MARC

1988 CALIF. SAFE DRINKING

MEDICAL REIMBURSEMENT

BUILDING PERMIT REFUND #B
Ck# 044222 Reversed

REFUND DEPOSIT FOR EVENT

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REALQUEST

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ENHANCEMENT AND SERVICE

ANIMAL DISPOSAL - MARCH F

PRE-EMPLOYMENT POLYGRAPH

CHAIN 12"
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ADAPTER PVC, CEMENT PVC
SHOVEL SCOOP ALUM HANDLE

PEST SURFLAN
COVERALL CLOTH BLUE LARGE
JANITORIAL SERVICES
TOWER PAPER WHITE
JANITORIAL TRIMMER
PEST SURFLAN
HEAD FOR TRMR
GLASSES SAFETY STORM BLK
FLUID LIGHTER, CHARCOAL
THREADLOCKER

SITE SUPPLIES
FINANCIAL CONSULTING /INT
PROFESSIONAL SERVICES SEP
PROFESSIONAL SERVICES FOR
PROFESSIONAL SERVICE NOV.

INSTALL PVB ON 6" BMX TRA
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WATER METER AND END POINT
PEST SERVICES

UTILITIES

FINAL NOTICE -MARCH 2019

DIVIDERS
ENVELOPES
METAL TAPE

MEDICAL REIMBURSEMENT

BLACK TONER
CYAN TONER

SHREDDING SERVICES

SIEMENS HYDRORANGER & TRA

COPY PAPER

COMMUNICATION

CODE ENFORCEMENT OFFICER

REIMBURSEMENT FOR GAS AND

MEDICAL REIMBURSEMENT

MEDICAL CHECK RUN

ANNUAL TEST BACKFLOW TEST

Ck# 044255 Reversed

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REIMBURSEMENT FOR EASTER

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CONTRACT PAYMENT MARCH 20
LAB TESTING
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EMPLOYEES INSURANCE
Ck# 044276 Reversed

GRANT WRITING SERVICES -C

BULB
FUEL PUMP HANGER ASSEMBLY

CLEAR SEWER LINE @ 1103 C

REMOVAL EQUIP FROM OCPD U
OPEN CREDIT

BOLTS & SCREWS, MAG SCREW
TOILET SEAT, GROUND REC.,
CLAMP METER, MISC. BOLTS
TOILET SEAT ELNG OPEN WH

FEBRUARY 2019 /FINGERPRIN

AD/PUBLICATIONS CITY MANA

NOVEMBER 6 2019 STATEWIDE

DISPATCHING SERVICES - AP

ROPE HALLOW BRAID YELLO
PRIMER CEMENT PVC, TEE PV

PIONEER FEMALE COUPLER
PIONEER FEMALE COUPLER
OIL FILTER, BATTERY

MONTHLY SHARE OF FKC CONV
WATER PURCHASE MONTHLY SH

SOLAR PV/ BP19-0006

UNIFORM ALLOWANCE-PENA
UNIFORM ALLOWANCE -GONZAL
UNIFROM ALLOWANCE-DIAZ

CHEMICAL FOR WTP PROTEK 3

GASOLINE 3/1/19-3/31/19

REAR BREAKS AND ROTORS
OIL CHANGE
FRONT ROTORS -FRONT BREAK

TIRE REPAIR

TRAINING REIMBURMENT

UTILITIES

PEN

BLACK TONER

MONTHLY METER RATE CHARGE

ALARM MONITORING

UTILITIES

AD/PUBLICATIONS ORDER NO.

PROFESSIONAL SERVICE

FINANCIAL CONSULTING/INTE

REIMBURSEMENT FOR HOTEL F

UTILITY ACCOUNTING FOR MA

EMPLOYEES INSURANCE

TRANSFER FROM JULIA CK TO

PART INSTALL LABOR AT THE

MEETING IN SACARMENTO AB3

MILEAGE REIMBURSMENT PRES

PLANNER DUTIES FOR CITY 4

REIMBURSEMENT PAINT FOR J

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PAINT MARKING EXCAVATE WH

CAP SCEW, USS NUTS,
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SWITCH
WARRANTY CREDIT
ADAPTER
TIRE VAL
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OIL FILTER, OIL FIL
TIRE REP, TIRE REP KIT

ROUNDUP POIWERMAX
ROUNDUP POWERMAX

REIMBURSEMENT FOR HOTEL R

REIMBURSEMENT FOR EASTER

OFFICE SUPPLIES,FILE FOLD

INVOICE #0420190307073117
PROFESSIONAL SERVICES
FLUOR DIMMER
DOG SHELTER BREAKER TURNE

BEACON FIXED NETWORK SER
PROFESSIONAL SERVICES WAT
REPAIR URINAL FLUSH VALUE
ANNUAL TEST BACK FLOW TO

MEDICAL REIMBURSEMENT

PROFESSIONAL SERVICES INT

MILEAGE REIMBURSEMENT

MILEAGE REIMBURSEMENT

CONTRACT PLANER DUTIES IN

REIMBURSEMENT FOR EASTER
Ck# 044336 Reversed

REIMBURSEMENT FOR HOTEL S

REIMBURSEMENT FOR EASTER

MEDICAL REIMBURSEMENT

ENGINEER'S REPORT

TO: CITY COUNCIL
FROM: ALFONSO MANRIQUE, PE
AM CONSULTING ENGINEERS, INC.
SUBJECT: PROJECT PROGRESS UPDATE
DATE: MAY 8, 2019

This Engineer's Report provides an update on the progress made of the various projects that we are currently working on:

1. Site Plan Reviews

a. Stars & Stripes Towing Yard

Final Grading Plan was approved on February 26, 2019, and the Applicant can proceed with obtaining a Grading Permit from the City.

b. Smog Shop

The Applicant submitted revised building plans on March 21, 2019. Interwest has reviewed the building plans and provided comments back to the applicant on April 24, 2019. The applicant must address Interwest's comments and re-submit revised plans. Once all comments are addressed, the applicant can proceed with obtaining a building permit from the City.

c. Pizza Parlor

The Applicant submitted revised building plans on March 28, 2019. The City Planner has reviewed the revised plans and provided comments to AM Consulting Engineers. The site plans still need to be reviewed by the City's Public Works Department. Both the Police Department and Fire Department have reviewed the site plans and provided comments.

2. FHWA Projects

a. 2015 ATP School Safety Improvements

Todd Companies has proceeded with executing approved Change Order No. 6. At the 10th and J Street Site, approximately 853 square feet of square feet of existing pavement and subgrade have been removed. A compaction test was conducted on the 6-inches of aggregate base on April 26, 2019. The results of the compaction test confirmed that the material meet the project's compaction requirement. Todd Companies is proceeding with paving this site, as well as installing the flashing beacons and asphalt plugs at each site. Crosswalk striping will occur on the last day of construction.

Invoice No. 2 was submitted to Caltrans on April 5, 2019. Caltrans is currently reviewing the invoice.

b. Adams Avenue Reconstruction from Friant Kern Canal to South Hills Valley Road

This project consists of reconstructing the existing pavement and the installation of asphalt concrete dikes, street lights, and pavement striping and markings. Gateway Engineering has

prepared the plan, specification, contract documents and specific authorization/approval of utility agreement. AM Consulting Engineers submitted the specific authorization to Caltrans on April 22, 2019. Once the specific authorization is approved, AM Consulting Engineers will submit the right of way (ROW) certification and Request for Authorization (RFA) for Construction.

Invoice No. 3 was submitted to Caltrans on April 5, 2019. Caltrans is currently reviewing the invoice.

c. Adams Avenue Improvements from Jacobs Avenue to 4th Street

This project consists of roadway reconstruction, replacing curb and gutter, and miscellaneous concrete repair. Gateway Engineering has prepared the plan, specification, contract documents, Preliminary Environmental Study (PES) and specific authorization/approval of utility agreement. AM Consulting Engineers submitted the PES to Caltrans on April 19, 2019 and the specific authorization on April 22, 2019. Once the PES and specific authorization has been approved by Caltrans, AM Consulting Engineers will submit the ROW certification and RFA for construction.

Invoice No. 1 was submitted to Caltrans on April 5, 2019. Caltrans is currently reviewing the invoice.

d. D Street Sidewalks from 9th Street to Center Street

This project consists of constructing sidewalks and ADA-compliant curb ramps on the south side of D Street. Gateway Engineering has submitted the first set of plans and specifications. Gateway Engineering is currently preparing the PES, specific authorization, and ROW certification. AM Consulting Engineers will submit a Request for Authorization for Construction once these documents are completed.

Invoice No. 1 was submitted to Caltrans on April 5, 2019. Caltrans is currently reviewing the invoice.

3. Water Enterprise

a. Friant Kern Canal Shut-Down

Shutdown of the Friant Kern Canal has been postponed until the fall of 2020. The State Water Board has requested that the coffer dam project be included in the application that the City is submitting for the Water Treatment Plant (WTP) Improvements Project. Since the environmental work for the WTP Improvements Project has already been completed, AM Consulting Engineers has asked that the cofferdam project not be included in the application for the WTP Improvements Project so that the City does not have to amend the environmental work. Additionally, it is unlikely that the funding agreement for the WTP Improvements Project would be available before the 2020 FKC shutdown and the City would need to re-apply for emergency funding next year. AM Consulting Engineers is currently preparing a Technical Memorandum requesting that the State consider keeping the City's emergency project application active until next year.

b. Water Treatment Plant Improvements

The Notice of Intention to Adopt a Mitigated Negative Declaration/Notice of Availability was published in the Reedley Exponent on April 18, 2019. The review period for the Mitigated Negative Declaration (MND) will be from April 18, 2019 to May 18, 2019. The City Council will consider the MND at a public hearing on May 22, 2019. If no major comments are received by the

public, the City Council can proceed with adoption of the MND at the May 22nd Council meeting. Following adoption of the MND, Crawford and Bowen Planning will prepare the Environmental Package for the City's DWSRF Construction Application.

AM Consulting Engineers is seeking additional funding through the USDA. In order to determine the amount of grant funding the City is eligible to receive, the USDA requires the submittal of Preliminary Engineering Report (PER). AM Consulting Engineers is currently preparing the PER and anticipates that the Report will be submitted to the USDA by May 8, 2019.

4. Sewer Enterprise

The City has submitted a Clean Water State Revolving Fund (CWSRF) to the State Water Board to fund the City's Wastewater Treatment Plant (WWTP) Improvement Project. The Project consists of upgrading the existing plant to tertiary treatment plant in order to discharge treated effluent for agricultural irrigation. The Orange Cove Irrigation District has agreed to accept the recycled water in their canal for irrigation use. The proposed tertiary plant will be sized for 2.0 million gallons per day (MGD) and can be expandable to 3.0 MGD. The City's current average daily flow is approximately 1.2 MGD.

The City's CWSRF application was put on hold until the FY 2017-18 audited financial statements are available.

5. Final Parcel Map No. 2019

AM Consulting Engineers received the Final Parcel No. 2019-01 on March 8, 2018. The City Planner has reviewed the final map and has no further comments. AM Consulting Engineers submitted final map review comments to Precision Engineering on March 27, 2019. Comments from the land surveyor were submitted on April 19, 2019. Precision Engineering is currently addressing the final map review comments.

6. Cal Recycle

Cal Recycle has requested an annual conference call with the City to review the 2018 recycling program, including Mandatory Commercial Recycling (MCR), Mandatory Commercial Organic Recycling (MORe), and the Construction and Demolition Programs. The conference call has been scheduled for May 16th, from 1:00 p.m. to 3:00 p.m.

The City has received \$5,000 through Cal Recycle to develop a beverage container recycling program. The City can use the money to purchase beverage and recycling bins/trash receptacles that can be installed in the City's parks and other public areas.

7. EDA Off-site Improvements at Northwest Corner of Park Blvd and Anchor Ave

AM Consulting Engineers spoke with Shalini Bansal of the EDA regarding the City's application on April 22, 2019. Due to the federal government shutdown and number of disaster applications the EDA has received this year, the EDA has not yet completed their review of the City application. Ms. Bansal stated that she has started her review of the City's application and plans to have some questions/comments back to AM Consulting Engineers by May 6th. Once those comments/questions are received, AM Consulting Engineers will have a few days to address the comments/questions and make any necessary revisions.

After Ms. Bansal completes her initial review of the application, the EDA Investment Review Committee will then review the application. Final approval of the City's application will be made by the Investment Review Committee.

8. Dollar Tree

The City is planning to sell a 1-acre parcel on Park Avenue for the development of a Dollar Tree. The land surveyor has prepared the legal description for the site and is currently preparing the parcel map for the lot line adjustment.



CITY OF ORANGE COVE

REPORT TO THE CITY COUNCIL

To: Orange Cove City Council
From: Alfonso Manrique, City Engineer
Subject: Senate Bill 1 Project Designation

Attachments: Resolution 2019- 22
Adopting a Project List for Fiscal Year 2019-2020 Funded by SB1:
The Road Repair and Accountability Act of 2017

RECOMMENDATION:

Staff recommends that the City Council resend Resolution No. 2019-19 and adopt the attached Resolution designating a Senate Bill 1 (SB 1) project list for fiscal year 2019-2020.

EXECUTIVE SUMMARY:

Resolution No. 2019-19 was adopted by City Council on April 10, 2019. After submitting Resolution No. 2019-19 to the California Transpiration Commission on April 26, 2019, AM Consulting Engineers was informed that the Resolution is noncompliant and needs to be amended.

BACKGROUND:

The Gas Tax legislation, SB 1, which provides additional funding to the City requires an annual designation for a project to use those funds. The City Council adopted Resolution No. 2019-19 on April 10, 2019, which designated the reconstruction of the City Hall parking lot as the project to receive SB1 funding for FY 2019-20. The Resolution was submitted to the California Transpiration Commission on April 26, 2019. After reviewing the Resolution, the California Transpiration Commission determined that it was not complainant because the adopted project list it did not include the useful life of the project and completion scheduled. AM Consulting Engineers has revised the Resolution and after reviewing the attached resolution, the California Transpiration Commission has confirmed that the resolution will be deemed eligible.

FISCAL IMPACT:

There is no fiscal impact associated with the adoption of the attached Resolution. SB 1 funds would

Prepared by: Angela Hall Approved by: Alfonso Manrique

REVIEW: City Manager:  Finance: _____ City Attorney: _____

TYPE OF ITEM:	COUNCIL ACTION:	APPROVED	DENIED	NO ACTION
<input type="checkbox"/> Consent			<input type="checkbox"/> Public Hearing	
<input type="checkbox"/> Info Item			<input type="checkbox"/> Matter Initiated by a Council Member	
<input checked="" type="checkbox"/> Action Item			<input type="checkbox"/> Other	
<input type="checkbox"/> Department Report			<input type="checkbox"/> Continued to: _____	
<input type="checkbox"/> Redevelopment Agency				

be committed to the rehabilitation of the City Hall parking lot.

CONFLICT OF INTEREST:

None.

Prepared by: Angela Hall Approved by: Alfonso Manrique

REVIEW: City Manager: _____ Finance: _____ City Attorney: _____

TYPE OF ITEM:	COUNCIL ACTION:	APPROVED	DENIED	NO ACTION
<input type="checkbox"/> Consent			<input type="checkbox"/> Public Hearing	
<input type="checkbox"/> Info Item			<input type="checkbox"/> Matter Initiated by a Council	
<input checked="" type="checkbox"/> Action Item			Member	
<input type="checkbox"/> Department Report			<input type="checkbox"/> Other	
<input type="checkbox"/> Redevelopment Agency			<input type="checkbox"/> Continued to: _____	

RESOLUTION NO. 2019-19

A RESOLUTION OF THE CITY COUNCIL OF THE CITY OF ORANGE COVE
DESIGNATING A PROJECT FOR THE ROAD REPAIR AND ACCOUNTABILITY ACT OF
2017 AND INCLUDING THE PROJECT IN THE FY 2019-2020 BUDGET

WHEREAS, Senate Bill 1 (SB 1), the Road Repair and Accountability Act of 2017 (Chapter 5, Statutes of 2017) was passed by the Legislature and Signed into law by the Governor in April 2017 to address the significant multi-modal transportation funding shortfalls statewide; and

WHEREAS, SB 1 includes accountability and transparency provisions that will ensure the residents of our City are aware of the projects proposed for funding in our community and which projects have been completed each fiscal year; and

WHEREAS, the City must adopt by Resolution a list of projects proposed to receive fiscal year funding from the Road Maintenance and Rehabilitation Account (RMRA), created by SB 1, which must include a description and the location of each proposed project, a proposed schedule for the project's completion, and the estimated useful life of the improvement; and

WHEREAS, the City will receive an estimated \$165,727 in RMRA funding in Fiscal Year 2019-20 from SB 1; and

WHEREAS, this is the third year in which the City is receiving SB 1 funding and will enable the City to continue essential road maintenance and rehabilitation projects, safety improvements, repairing and replacing aging bridges, and increasing access and mobility options for the traveling public that would not have otherwise been possible without SB 1; and

WHEREAS, the City Council has received a report from Public Works staff regarding the need for repark of the City Hall parking lot; and

WHEREAS, The City Council wishes to include a project in the Fiscal Year 2019-2020 City of Orange Cove Budget to utilize SB 1 funds.

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

1. The above recitals are true and correct and are adopted as the findings of the City Council.
2. For the purposes of meeting the requirements of SB 1, the City Council designates a street project for the repair of the City Hall parking lot for the use of its allocated SB1 funds.
3. The revenue and expenditure for the project shall be included in the City of Orange Cove Budget for Fiscal Year 2018-2019.
4. The provisions of this Resolution are severable and if any provision, clause, sentence, word or part thereof is held illegal, invalid, unconstitutional, or inapplicable to any person or circumstances, such illegality, invalidity, unconstitutionality, or inapplicability shall not affect or impair any of the remaining provisions, clauses,

sentences, sections, words or parts thereof of the Resolution or their applicability to other persons or circumstances.

5. That the City Clerk shall certify to the adoption of this Resolution and that the same shall be in full force and effect.

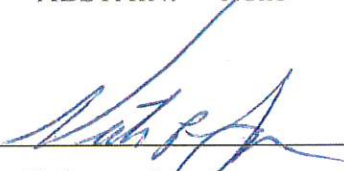
This resolution was adopted at a Regular Meeting of the City Council of the City of Orange Cove held on April 10, 2019 by the following vote:

AYES: Lopez, Silva, R. Rodriguez

NOES: None

ABSENT: Cervantes, E. Rodriguez

ABSTAIN: None



Victor P. Lopez, Mayor

ATTEST:



June Bracamontes, City Clerk

RESOLUTION NO. 2019-22

A RESOLUTION OF THE CITY COUNCIL OF THE CITY OF ORANGE COVE ADOPTING
A PROJECT LIST FOR FISCAL YEAR 2019-2020 FUNDED BY SB1: THE ROAD REPAIR
AND ACCOUNTABILITY ACT

WHEREAS, Senate Bill 1 (SB 1), the Road Repair and Accountability Act of 2017 (Chapter 5, Statutes of 2017) was passed by the Legislature and Signed into law by the Governor in April 2017 in order to address the significant multi-modal transportation funding shortfalls statewide; and

WHEREAS, SB 1 includes accountability and transparency provisions that will ensure the residents of our City are aware of the projects proposed for funding in our community and which projects have been completed each fiscal year; and

WHEREAS, the City must adopt by Resolution a list of projects proposed to receive fiscal year funding from the Road Maintenance and Rehabilitation Account (RMRA), created by SB 1, which must include a description and the location of each proposed project, a proposed schedule for the project's completion, and the estimated useful life of the improvement; and

WHEREAS, the City will receive an estimated \$165,727 in RMRA funding in Fiscal Year 2019-20 from SB 1; and

WHEREAS, this is the third year in which the City is receiving SB 1 funding and will enable the City to continue essential road maintenance and rehabilitation projects, safety improvements, repairing and replacing aging bridges, and increasing access and mobility options for the traveling public that would not have otherwise been possible without SB 1; and

WHEREAS, the City Council has received a report from Public Works staff regarding the need for repark of the City Hall parking lot; and

WHEREAS, the City Council wishes to include a project in the Fiscal Year 2019-2020 City of Orange Cove Budget to utilize SB 1 funds.

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

1. The above recitals are true and correct and are adopted as the findings of the City Council.
2. The following proposed project list will be funded in-part or solely with fiscal year 2019-2020 Road Maintenance and Rehabilitation Account revenues:

Description	Location	Estimated Useful Life	Anticipated Project Schedule	Estimated Cost
City Hall Parking Lot Replacement	633 Sixth Street Orange Cove, CA 93646	20 years	July 2019 to February 2020 (Pre-Construction & Construction)	\$146,000.00

3. The revenue and expenditure for the project shall be included in the City of Orange Cove Budget for Fiscal Year 2019-2020.

4. The provisions of this Resolution are severable and if any provision, clause, sentence, word or part thereof is held illegal, invalid, unconstitutional, or inapplicable to any person or circumstances, such illegality, invalidity, unconstitutionality, or inapplicability shall not affect or impair any of the remaining provisions, clauses, sentences, sections, words or parts thereof of the Resolution or their applicability to other persons or circumstances.
5. That the City Clerk shall certify to the adoption of this Resolution and that the same shall be in full force and effect.

This resolution was adopted at a Regular Meeting of the City Council of the City of Orange Cove held on May 10, 2019 by the following vote:

AYES:

NOES:

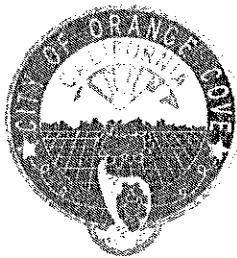
ABSENT:

ABSTAIN:

Victor P. Lopez, Mayor

ATTEST:

June Bracamontes, City Clerk



CITY OF ORANGE COVE REPORT TO THE CITY COUNCIL

To: Orange Cove City Council
From: Alfonso Manrique, City Engineer
Subject: Update on the Friant Kern Canal Shutdown
Attachments: None

RECOMMENDATION:

There is no recommendation under this agenda item. This item is intended to update the City Council on the most recent developments regarding the Friant Kern Canal shutdown.

BACKGROUND:

On March 22, 2019, AM Consulting Engineers submitted a Technical Memorandum to the State Water Resources Control Board (SWRCB) Division of Financial Assistance (DFA). The Technical Memorandum summarized the City's intention to install two temporary cofferdams in the Friant Kern Canal (FKC) to contain residual flows in the FKC. The Technical Memorandum also requested emergency funding for the construction of the cofferdam, crane rental, pipe and portable diesel-powered pump rentals to pump and transport water into the three storage basins, diesel fuel, and operator overtime.

The following table displays the total cost associated with constructing a temporary cofferdam and pumping contained flows into the City's existing raw water storage basins. The City's is requesting \$230,000 in emergency funding assistance to cover the costs of this project. The construction cost also includes a 20 percent contingency

Prepared by: Angela Hall Approved by: Alfonso Manrique

REVIEW: City Manager: _____ Finance: _____ City Attorney: _____

TYPE OF ITEM:

COUNCIL ACTION: APPROVED DENIED NO ACTION

- Consent
- Info Item
- Action Item
- Department Report
- Redevelopment Agency

- Public Hearing
- Matter Initiated by a Council Member
- Other
- Continued to: _____

and 15 percent allowance for engineering and construction support.

Item	Cost
Cofferdams (materials, installation and removal)	\$75,000.00
Crane Rental	\$10,000.00
Pump and Pipe Rental	\$30,000.00
Diesel	\$25,000.00
Operator Overtime (4 hrs/day for three months)	\$30,000.00
Subtotal	\$170,000.00
Contingency (20%)	\$34,000.00
Engineering and Construction Support (15%)	\$25,500.00
Total	\$229,500.00

On April 3, 2019, the Friant Water Authority (FWA) informed staff that the 2019 Friant Kern Canal shutdown would be deferred until the fall of 2020 due to the above average snow pack and rainfall this year. AM Consulting Engineers is still proceeding with preparing plans for the cofferdam and submitting an Interim Emergency Drinking Water and Drought Related Drinking Water Funding Application to the SWRCB.

Shortly after the FWA deferred the shutdown to the fall of 2020, the SWRCB requested that the cofferdam project be included in the Drinking Water State Revolving Fund (DWSRF) application that the City is submitting for the Water Treatment Plant (WTP) Improvements Project. Since the environmental work for the WTP Improvements Project has already been completed, AM Consulting Engineers has asked that the cofferdam project not be included in the DWSRF application so the City will not be required to amend the environmental work that has been completed. Additionally, it is unlikely that the funding agreement for the WTP Improvements Project would be available before the 2020 FKC shutdown and the City would need to re-apply for emergency funding next year. AM Consulting Engineers is currently preparing a Technical Memorandum requesting that the State consider keeping the City's emergency project application active until next year.

If the cofferdam project is deemed infeasible, the City would proceed with using the alternative previously used during the last extended outage: obtaining water from nearby groundwater wells in combination with reverse osmosis filters to remove nitrates. Staff has been in contact with the State to determine if reverse osmosis

Prepared by: Angela Hall Approved by: Alfonso Manrique

REVIEW: City Manager: _____ Finance: _____ City Attorney: _____

TYPE OF ITEM:

COUNCIL ACTION: APPROVED DENIED NO ACTION

- Consent
- Info Item
- Action Item
- Department Report
- Redevelopment Agency

- Public Hearing
- Matter Initiated by a Council Member
- Other
- Continued to: _____

systems are available to rent at no cost to the City. If the City were to proceed with obtaining water from nearby well owners, agreements with the well owners would need to be in place. Additionally, the City would need to rent portable pumps and piping in order to transport water to the storage basins.

FISCAL IMPACT:

There is no fiscal impact associated with this item.

CONFLICT OF INTEREST:

None.

Prepared by: Angela Hall Approved by: Alfonso Manrique

REVIEW: City Manager: _____ Finance: _____ City Attorney: _____

TYPE OF ITEM:

COUNCIL ACTION: APPROVED DENIED NO ACTION

- _____ Consent
- X Info Item
- _____ Action Item
- _____ Department Report
- _____ Redevelopment Agency

- _____ Public Hearing
- _____ Matter Initiated by a Council Member
- _____ Other
- _____ Continued to: _____



ORANGE COVE POLICE DEPARTMENT

APRIL 2019 MONTHLY STATISTICS
CHIEF OF POLICE - MARTY RIVERA



PART 1 CRIMES						
	MARCH	APRIL	%	YTD	YTD	
	2019	2019	Change	2018	2019	
Homicide	0	0	0%	1	0	
Rape	0	0	0%	2	0	
Attempted Murder	0	0	0%	0	0	
Robbery	0	0	0%	0	0	
Assault	1	0	-100%	15	1	
Burglary	2	2	0%	10	8	
Grand Theft Auto	1	1	0%	11	7	
Total Part 1 Crimes	4	3	-25%	39	16	

	MARCH	APRIL	%	YTD	YTD	
	2019	2019	Change	2018	2019	
Sex Crimes	0	2	200%	3	2	
Narcotics	2	5	150%	8	12	
Child Abuse	0	1	100%	2	4	
Runaways	1	4	300%	2	10	
Total Part 2 Crimes	3	12	300%	15	28	

TRAFFIC STATISTICS						
	MARCH	APRIL	%	YTD	YTD	
	2019	2019	Change	2018	2019	
Total Traffic Collisions	9	3	-67%	29	19	
Fatalities	0	0	0%	2	0	
Injury	2	0	-100%	4	2	
Non Injury	4	1	-75%	16	10	
Hit & Run	3	2	-33%	7	7	

ENFORCEMENT STATISTICS						
	MARCH	APRIL	%	YTD	YTD	
	2019	2019	Change	2018	2019	
Total Traffic Citations	32	36	13%	153	154	
Total Vehicle Stops	136	172	26%	476	570	
Seatbelt Violations	0	1	100%	4	1	
Unsafe Speed Violations	1	0	-100%	6	3	
Fail To Obey Stop Sign/Light	5	10	100%	17	31	
Driving Under the Influence	2	2	0%	7	8	
Gang Arrests - Felony	0	1	100%	2	6	
Gang Arrests - Misdemeanor	0	0	0%	1	2	
Gang Field Interview Cards	1	1	0%	14	13	
Juvenile Detentions/Arrests	1	2	100%	3	6	
Adult Arrests	22	24	9%	107	94	

	MARCH	APRIL	%	YTD	YTD
	2019	2019	Change	2018	2019
5150	1	4	300%	14	8
Agency Assist	10	10	0%	32	44
Battery	1	1	0%	7	5
Evading/Obstructing Officer	1	1	0%	6	1
Fraud	1	2	100%	3	4
Identity Theft	1	0	-100%	4	3
Spousal Abuse	4	4	0%	23	16
Graffiti/Vandalism	2	4	100%	21	16
Veh. Burglaries	0	1	100%	3	1
General Incidents	12	14	17%	68	68
Weapons Confiscated	2	0	-100%	11	8
Petty Theft	3	5	67%	16	15
Public Intoxication	0	0	0%	3	1
Suspended License	2	2	0%	4	5
Unlicensed Drivers	12	5	-58%	22	42
Vehicles Towed	11	8	-27%	44	47
Vehicles Released	6	3	-50%	25	22
Case Number Drawn	157	120	-24%	522	557

POLICE DEPARTMENT MONTHLY REPORT

May 08, 2019

STAFF LEVELS

Staff levels remain the same. 10 plus myself. Reserve Officers Urrea filling shifts. Reserve Officer Ngo on call when needed to fill a shift. Reserve Officer Diaz is currently in FTO Program.

It costs the city approximately \$10,000 to hire and train a reserve officer to the point he can work alone.

If we want to make sure he does not leave, once he is working full time he should be paid the same as a new full time officer and should receive same benefits.

Vehicles SUVs at Cooks Communications. Should be done soon. OCPPD has agreed to pay for the two SUVs the first one now and the second next year.

Ready to get rid of old vehicles. Two persons want to purchase two of the vehicles. Utility vehicle used by Silvia still needs repairs.

Events Easter event and Dance event went off with no problems.

GrantsNo response on ABC Grant yet.

We did submit application for Bullet Proof Vests Grant.

Training Skills Training started

Cameras

Crime Stats. Officers doing very good job reducing part 1 Crimes.



For the Meeting of May 8 , 2019

CITY OF ORANGE COVE REPORT TO THE CITY COUNCIL

Date: May 8, 2019

To: Mayor and Council

From: June V. Bracamontes, City Clerk

Subject: San Joaquin Valley Special City Selection Committee

Attachments: Email from Michelle Franco from SJV SCSC

BACKGROUND:

Ms. Minerva Pineda was appointed to the San Joaquin Valley Special City Selection Committee in 2015 by the Orange Cove City Council and no longer serves as Councilmember since June 2018. Michelle Franco from SJVSCSC is recommending Council to appoint a new primary representative to the San Joaquin Valley Special City Selection Committee.

Currently Mayor Pro Tem Diana Guerra Silva is the Alternate Representative.

RECOMMENDATION:

Council to consider appointing a new primary representative to the San Joaquin Valley Special City Selection Committee.

Prepared by: _____

Approved by: _____

REVIEW: City Manager: _____

Finance: _____

City Attorney: _____

TYPE OF ITEM:

COUNCIL ACTION: APPROVED DENIED NO ACTION

- _____ Consent
- _____ Info Item
- _____ Action Item
- _____ Department Report
- _____ Redevelopment Agency

- _____ Public Hearing
- _____ Matter Initiated by a Council Member
- _____ Other
- _____ Continued to: _____

June Bracamontes

From: Michelle Franco <Michelle.Franco@valleyair.org>
Sent: Tuesday, April 23, 2019 4:22 PM
Cc: See Thao; Misa Velasco; Diseree Alvarez; Tom Jordan; Ariana Orozco
Subject: Tentative Meeting: SJV Special City Selection Committee - Wednesday, May 29, 2019 at 6pm
Attachments: SJV SCSC Roster as of 04.23.19.pdf
Importance: High

Good afternoon City Clerks of the San Joaquin Valley,

I wanted to let you know that we are planning to convene a **meeting of the San Joaquin Valley Special City Selection Committee on Wednesday, May 29th at 6:00 pm.** The purpose of this meeting will be to appoint a new small city, Central Region representative to our Governing Board. This meeting will be held via video teleconference in our Fresno, Modesto, and Bakersfield offices. As you are aware, we are required to have a quorum of at least 30 Special City Selection Committee members in attendance to hold the meeting. In order to ensure that a quorum will be available, I would like to ask for your assistance with the following:

- 1. Please review the attached roster of SJV Special City Selection Committee members for the list of representatives that we currently have on file for your city. If this information is correct, please review their contact information and respond to this email with any updates so that we may follow up with the members directly to ensure that we have a quorum in attendance.**
- 2. If the information we have for your city's representatives is incorrect, and new Committee member appointments are needed, please have your City Council appoint new Primary/Alternate representatives as soon as possible and send me a signed Resolution or Minute Order via email to reflect this action. In addition, please include any new Committee members' contact information so that we may follow up with them as we schedule the meeting.**
- 3. Important Note: If your city's appointed Committee members are unable to attend the meeting on May 29th, they may designate a replacement from your City Council to attend in their absence. If they are planning to do so, please contact me as far in advance as possible with the designated attendees' names and contact information so my team may follow up with them**

THANK YOU SO MUCH in advance for all of your efforts to help me ensure there is a quorum of Committee members in attendance at this meeting. You can find additional information on

the Committee on our

website: https://www.valleyair.org/Programs/SpecialCitySelection/SCSC_idx.htm

Feel free to call/email me with any questions and have a great evening!

Michelle

Michelle L. Franco

Deputy Clerk of the Boards

San Joaquin Valley Air Pollution Control District

Phone: 559-230-6038 Fax: 559-230-6061

Service*Teamwork*Attitude*Respect



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CITY SELECTION COMMITTEE

CITY	PRIMARY MEMBER	ALTERNATE MEMBER
Arvin	Councilmember Erika Madrigal	Jazmin Robles
Atwater	Councilmember Cindy Vierra	Councilmember Paul Creighton
Avenal	Mayor Alvaro Preciado	
Bakersfield	Councilmember Jacquie Sullivan	Councilmember Bruce Freeman
Ceres	Mayor Chris Vierra	Vacant
Chowchilla	Councilmember Dennis Haworth	Councilmember Waseem Ahmed
Clovis	Mayor Bob Whalen	Mayor Pro Tem Drew Bessinger
Coalinga	Mayor Nathan Vosburg	Councilmember Ron Ramsey
Corcoran	Mayor Raymond Lerma	Councilmember Patricia Nolen
Delano	Councilmember Grace Vallejo	Councilmember Joe E Aguirre
Dinuba	Councilmember Kuldip Thusu	Mayor Emilio Morales
Dos Palos	Councilmember Michael McGlynn	Vacant
Escalon	Councilmember Robert Swift	Councilmember Jeff Laugero
Exeter	Councilmember Jeremy Petty	Public Works Director Daymon Qualls
Farmersville	Councilmember Leonel Benavides	Councilmember Greg Gomez
Firebaugh	Councilmember Felipe Perez	Councilmember Marcia Sablan
Fowler	Councilmember Leonard Hammer	Councilmember Karnig Kazarian
Fresno	Councilmember Clint Olivier	Vacant
Gustine	Mayor Melvin Oliveira	Councilmember Ellen Hasness
Hanford	Councilmember David Ayers	Councilmember Justin Mendes
Hughson	Councilmember Mark Fontana	
Huron	Mayor Pro-Tem Daniel Tamayo	Councilmember Jorge Solorio
Kerman	Mayor Rhonda Armstrong	Mayor Pro Tem Gary Yep
Kingsburg	Mayor Michelle Roman	Councilmember Sherman Dix
Lathrop	Councilmember Paul Akinjo	Mayor Sonny Dhaliwal
Lemoore	Mayor Ray Madrigal	Councilmember Jeff Chedester
Lindsay	Councilmember Brian Watson	Mayor Pro Tem Danny Salinas
Livingston	Councilmember Arturo Sicairos	Councilmember Alex McCabe
Lodi	Mayor Alan Nakanishi	Mayor Pro Tempore JoAnne Mounce
Los Banos	Councilmember Scott Silveira	Councilmember Deborah Lewis
Madera	Council Member Derek Robinson	Council Member Cece Gallegos
Manteca	Councilmember Jose Nuno	Councilwoman Debby Moorhead
Maricopa	Mayor Pro Tem Virgil Bell	Councilmember Cynthia Tonkin
McFarland	Councilmember Russell Coker	Public Works Director Mario Gonzales
Mendota	Mayor Rolando Castro	Mayor Pro Tem Victor Martinez
Merced	Councilmember Michael Belluomini	Councilmember Jill McLeod
Modesto	Councilmember Mani Grewal	Councilmember Jenny Kenoyer
Newman	Councilmember Casey Graham	Councilmember Laroy McDonald
Oakdale	Mayor Pro Tem Tom Dunlop	Vacant
Orange Cove	Councilmember Minerva Pineda	Councilwoman Diana Guerra Silva
Parlier	Mayor Pro Tem Jose Escoto	
Patterson	Mayor Pro Tem Dominic Farinha	Councilmember Dennis McCord

CITY	PRIMARY MEMBER	ALTERNATE MEMBER
Porterville	Councilmember Milt Stowe	Councilmember Monte Reyes
Reedley	Councilmember Anita Betancourt	Mayor Pro Tem Ray Soleno
Ripon	Councilmember Daniel de Graaf	
Riverbank	Vice Mayor Darlene Barber-Martinez	Councilmember Luis Uribe
San Joaquin	Councilmember Jose Ornelas	Councilmember Julia Hernandez
Sanger	Mayor Frank Gonzalez	Mayor Pro Tem Eli Ontiveros
Selma	Councilmember Jim Avalos	Councilmember Sarah Guerra
Shafter	Councilmember Cathy Prout	Mayor Gilbert Alvarado
Stockton	Councilmember Susan Lenz	Councilmember Christina Fugazi
Taft	Mayor Dave Noerr	Vacant
Tracy	Councilmember Juana Dement	Councilmember Veronica Vargas
Tulare	Mayor Jose Sigala	Council Member Carlton Jones
Turlock	Councilmember Mathew Jacob	Councilmember Amy Bublak
Visalia	Councilmember Phil Cox	vice Mayor Bob Link
Wasco	Councilmember Gilberto Reyna	Councilmember Cherylee Wegman
Waterford	Vice Jose Aldaco	Councilmember Tom Powell
Woodlake	Councilmember Jose Martinez	Councilmember Gregorio Gonzalez



Date: May 8, 2019
To: Mayor and City Council
From: Rudy Hernandez, Interim City Manager
Subject: Review and Discuss Proposal from Bartle Wells Associates to Update the City of Orange Cove's Building, Planning, and Development Impact Fees.
Attachments: Proposal to Update Fees from Bartle Wells Associates

BACKGROUND:

As part of the FY 2018-19 adopted budget process, staff informed the City Council that it would work on developing a General Fund sustainability plan that would result in bringing in enough General Fund Revenues to cover the cost of General Fund Expenditures (Fire, Police, Administration, Recreation, and other services). During the FY 2018-19 budget preparation process, it was determined that our building, planning, and business license fees are extremely low and have not been updated in years. Unfortunately, the fiscal impact to our General Fund has been negative in the sense that it has been substantially subsidizing the cost of building and planning services.

To address this issue, I contacted 3 firms who I believe specialize in performing fees studies which are listed below:

1. Bartle Wells Associates
2. Willdan, Inc.
3. William C. Statler – Fiscal Policy, Financial Planning, Analysis, Training, organizational Review.

Of the 3 firms who I had contacted, only Bartle Wells Associates submitted a proposal to update our Building, Planning, and Development Impact Fees. I am recommending that our City Council approve a contract with Bartle Wells Associates based on the following reasons:

- Have performed rate and fee studies for more than 500 California Public Agencies.
- Has been in the rate and fee study business for more than 50 years.
- I have worked with Bartle Wells Associates and was pleased with their professional services.

RECOMMENDATION:

For the City Council to approve a contract with Bartle Wells Associates to update the City of Orange Cove's Building, Planning, and Development Impact Fees

FISCAL IMPACT:

The cost to update the City's Building, Planning and Development Impact fees is \$30,000 which will be funded from the FY 2019-20 annual budget.

Prepared by: Rudy Hernandez

Approved by: 

REVIEW: City Manager:

Finance: _____

City Attorney: _____

TYPE OF ITEM:	COUNCIL ACTION:	APPROVED	DENIED	NO ACTION
<input type="checkbox"/> Consent	<input type="checkbox"/> Public Hearing			
<input type="checkbox"/> Info Item	<input type="checkbox"/> Matter Initiated by a Council Member			
<input checked="" type="checkbox"/> Action Item	<input type="checkbox"/> Other			
<input type="checkbox"/> Department Report	<input type="checkbox"/> Continued to: _____			
<input type="checkbox"/> Redevelopment Agency				



BARTLE WELLS ASSOCIATES
INDEPENDENT PUBLIC FINANCE ADVISORS

1889 Alcatraz Avenue
Berkeley, CA 94703
T: 510-653-3399
www.bartlewells.com

May 2nd, 2019

Rudy Hernandez, Interim City Manager
City of Orange Cove
633 Sixth Street
Orange Cove, California 93646

Subject: Proposal to Update the City of Orange Cove's Building, Planning, and Development Impact Fees

Dear Rudy,

Bartle Wells Associates (BWA) is pleased to submit this proposal to update the City's Building, Planning, and Development Impact Fees. The updated Fees will be based on the most recent facilities, labor and materials cost information.

BWA specialize in utility rates and public finance and have developed over 2,500 rate and fee studies and long-range financing plans for more than 500 California public agencies. Our experience with all manner of rate and fee structures is without peer and we have provided expert, independent rate analysis throughout California for over 50 years. We have a well-earned reputation for providing our clients with straightforward, practical advice and have a strong track record of building consensus for our final recommendations.

We appreciate the opportunity to assist the City and hope this proposal provides a sound basis for our selection. Please don't hesitate to contact us if you have any questions or would like any additional information.

Sincerely,

BARTLE WELLS ASSOCIATES

Douglas R. Dove, PE, CIPMA
Principal

FIRM OVERVIEW

Bartle Wells Associates is an independent financial advisor to public agencies with expertise in utility rate and fee studies. Our firm was established in 1964 and is owned and managed by its principal consultants. We have over 50 years of experience advising local governments on the complexities and challenges in public finance. We have advised over 500 public agency clients in the western United States and completed over 2,500 assignments. We have a diversity of abilities and experience to evaluate all types of financial issues faced by local governments and to recommend the best and most-practical solutions.

Bartle Wells Associates has a stable, well-qualified professional team. Our education and backgrounds include finance, civil engineering, business, public administration, public policy, and economics. The firm is owned and managed by its principal consultants who have been with the firm for many years.

BWA specializes in three professional services: utility rates and fee studies, financial plans, and project financing. We are the only independent financial advisor providing *all three* services to public agencies.

PROFESSIONAL SERVICES

- Rate & Fee Studies
- Financial Plans
- Project Financing

RATE AND FEE STUDIES Our *rate studies* employ a cost-of-service approach and are designed to maintain the long-term financial health while being fair to all customers. We develop practical recommendations that are easy to implement and often phase in rate adjustments over time to minimize the impact on ratepayers. We also have extensive experience developing impact fees that equitably recover the costs of infrastructure required to serve new development. BWA has completed hundreds of rate and fee studies. We have helped communities implement a wide range of rate and fee structures and are knowledgeable about the legal requirements governing rates and impact fees including Proposition 218 and Government Code 66000. We develop clear, effective presentations and have represented public agencies at hundreds of public hearings to build consensus for our recommendations.



Our offices are located in Berkeley, in a circa 1900 Victorian Building.

FINANCIAL PLANS Our *financial plans* provide agencies with a flexible roadmap for funding long-term operating and capital needs. We evaluate the wide range of financing options available, develop a plan that recommends the best financing approach, and clearly identify the sources of revenue for funding projects and repaying any debt. We also help agencies develop prudent financial policies, such as fund reserve targets, to support sound financial management. BWA has developed over 2,500 water and wastewater enterprise financial plans to help public agencies fund their operating and capital programs and maintain long-term financial health

PROJECT FINANCING Our *project financing* experience includes over 300 bond sales and numerous bank loans, lines of credit, and various state and federal grant and loan programs. We generally recommend issuing debt via a competitive sale process to achieve the lowest cost financing possible. To date, we have helped California agencies obtain over \$350 million in SRF loans and \$4 billion of bond financing. We work only for public agencies; we are independent financial advisors and do not buy, trade, or resell bonds. Our work is concentrated on providing independent advice that enables our clients to finance their projects on the most favorable terms—lowest interest rates, smallest issue size, and greatest flexibility.

Bartle Wells Associates is a charter member of the National Association of Municipal Advisors (NAMA), which establishes strict criteria for independent advisory firms. Bartle Wells Associates is committed to providing value and the best advice to our clients. Our strength is *quality*—the quality of advice, service, and work we do for all our clients.

Business Contact Information

Bartle Wells Associates
1889 Alcatraz Ave., Berkeley, CA 94703
Telephone: 510.653.3399
Fax: 510.653.3769
Website: www.bartlewells.com

Staff to be Assigned to Project

Principal

Doug Dove, PE, CIPMA
Tel: 510.653.3399, ext. 110
E-mail: ddove@bartlewells.com

Project Consultant

Michael DeGroot
Tel: 510.653.3399, ext. 114
E-mail: michael@bartlewells.com

Bartle Wells Associates was established in 1964 and is a California Corporation and certified State of California Small Business. The Federal ID number is 94-1664409. BWA is also a certified Small, Local, Emerging Business by Alameda County; certification number 03-90344.

TEAM APPROACH AND QUALIFICATIONS

Bartle Wells Associates' (BWA) general project approach is to work closely with staff and other members of the project team, identify objectives, set milestones, have frequent communication, and remain flexible to resolve unanticipated issues. BWA has a long track record of completing assignments on-schedule and on-budget.

BWA uses a team approach for all projects, typically assigning two or three consultants to each assignment, including at least one principal consultant. All project staff, from the most senior partners to financial analysts are available to assist clients at all times, whether for a phone call or meeting.

BWA proposes to assign Doug Dove, president of the firm, as project manager and principal-in-charge for this engagement. Doug will be assisted by Michael DeGroot, project consultant. Resumes for Doug and Michael are attached. Other BWA staff are available to assist the project team if ever needed



DOUGLAS R. DOVE

Principal Consultant

Douglas R. Dove is President of Bartle Wells Associates and directs the operation of the firm while maintaining a principal consultant's role. With over 28 years of consulting experience, he specializes in utility rate analysis, strategic financial planning and project financing. Mr. Dove has developed utility rate structures and financing plans for a wide variety of public infrastructure programs. He has managed the procurement of over \$1 billion in municipal debt and over \$300 million in state and federal grants and low-interest loans. Mr. Dove frequently shares his expertise and has given presentations at conferences including the Association of California Water Agencies (ACWA), the American Water Works Association (AWWA), the California Association of Sanitation Agencies (CASA), the California Municipal Rates Group (CMRG), the California Special District's Association (CSDA), the California Municipal Treasurers Association (CMTA), the California Water Environment Association (CWEA) and WaterReuse. By special request in July 2015, Mr. Dove made a presentation to the California Water Resources Control Board regarding water conservation pricing. Mr. Dove is also a published author of a water rate paper in the Journal of the American Water Works Association (*Implementing Consumption-Based Fixed Rates in Davis, Calif.*).

Education

M.S., Civil Engineering - University of California, Berkeley

B.S., Civil Engineering – Drexel University, Philadelphia, PA

Representative Projects

- **East Bay Municipal Utility District:** Comprehensive water rate study and AB 1600 capacity fee review, wastewater cost-of-service review and capacity fee review, various other financial studies
- **Napa-Berryessa Resort Improvement District:** Developed financing plan for water and wastewater public-private partnership (P3). Prepared assessment engineers report. Formed an assessment district and secured \$11.1 million in federal funding from US Department of Agriculture.
- **City of American Canyon:** Comprehensive, multi-year water and wastewater rate study.
- **City of Davis:** Comprehensive water rate study developed with a 15-member Water Advisory Committee. Currently completing a water capacity fee study for the City.
- **City of Rio Vista:** Water and Wastewater financing plans, rate studies and issuance of CFD bonds for new wastewater treatment plant.
- **City of Modesto:** Provided rate expert litigation support in wastewater rate litigation. Developed water and wastewater cost of service and capacity fee studies.
- **Newhall County Water District:** Provided rate expert litigation support in water rate litigation.
- **City of Monterey:** Developed financing plan and rate study for \$20 million wastewater pipeline rehabilitation project.
- **City of Santa Clara:** Wastewater rate and capacity fee study
- **City of Hesperia:** Comprehensive water and wastewater financial plan and rate study.
- **City of Lemon Grove:** Water and wastewater rate studies and five year financing plan.
- **City of Brawley:** Water and wastewater rate studies and financing plans.
- **City of Gilroy:** Water and wastewater rate studies.
- **City of Patterson:** Water and wastewater rate studies and five year financing plans.
- **West Valley Sanitation District (Campbell, CA):** Wastewater rate study, financing plan and bond issuance.



- **City of Ontario/Ontario Redevelopment Agency:** financial advisor on \$134.3 million in development refunding and new money issues (2), which included financing for the Ontario Convention Center.
- **City of Calistoga:** Long range utility financial plan, water and wastewater rates, secured financing for WW treatment plant upgrade (\$6 million SRF loan, \$3 million Small Community Grant, \$3.5 million revenue bonds).
- **El Dorado Irrigation District:** Water and wastewater rate studies.
- **Lake Arrowhead Community Services District:** Financial master plan, \$28 million revenue bond refinancing and water and wastewater rate studies.
- **California Statewide Communities Development Authority:** Financial advisor for statewide pooled revenue bond program (over \$250 million issued for over 32 borrowers).
- **South Bay Water Recycling Program, Phases 1 & 2:** Financial plan and rate study for \$200+ million regional (San Jose area) wastewater recycling program.
- **City of Tulare:** Financial advisor to the city, sale of \$63 million in bonds (3 issues), water and wastewater rate studies.
- **City of Hanford:** Wastewater financial plan and rate study, bond and bank loan issues, procurement of California Infrastructure Bank SRF loan.
- **Big Bear Area Regional Wastewater Agency:** Regional wastewater rate study, sale of bonds (2 issues) and bank loans (2 loans).

Certifications

Certified Independent Professional Municipal Advisor (CIPMA), Registered Professional Engineer (PE) in California (PE# 45642) and Municipal Advisor – Series 50 Exam

MICHAEL J. DEGROOT

Experience

Michael DeGroot is a consultant with Bartle Wells Associates. He works closely with City staff, engineers, lawyers, and other consultants to develop equitable rate structures for water and sewer enterprises. Mr. DeGroot specializes in developing long-term financial plans, meter and commodity rates, and impact fees for Cities and special Districts. Additionally, he is experienced modifying and implementing Proposition 218 compliant water budget rate structures and drought surcharges.

Education

B.S., Business Administration – U.C. Berkeley Walter A. Haas School of Business, Berkeley, CA

Recent Projects

- **City of Santa Barbara:** Water rate study and water and sewer capacity fees.
- **City of Fresno:** Water and sewer capacity fees.
- **City of Milpitas:** Water rate study.
- **City of Alameda:** City-wide capital improvement budget and revenue manual.
- **City of Foster City:** Water and sewer rate study and alternative rate structure analysis.
- **Contra Costa Water District:** Excess water use charge analysis.
- **Fairfield-Suisun Sewer District:** Sewer rate and capacity fee study.
- **West Valley Sanitation District:** Detailed financial plan, including debt funding alternatives for significant expenditure projections related to the \$2 billion wastewater facility upgrade.
- **City of Benicia:** Sewer rate analysis and drought option.
- **Stege Sanitary District:** Sewer rate study.
- **Palmdale Water District:** Water rate study.
- **City of California City:** Water and sewer rates, impact fees, and miscellaneous charges.
- **Indian Wells Valley Water District:** Water rate and capacity fee study.
- **Glendale Water and Power:** Water rate study and bill calculator.
- **City of Palmdale:** Sewer rate study.
- **Crestline Sanitation District:** Sewer rate study.
- **Malaga County Water District:** Water and sewer rate study and capacity fees.
- **Sutter Community Services District:** Water rate study and financial plan.
- **City of Hughson:** Water rate study and SRF loan support.
- **Grizzly Flats CSD:** Water rate study.
- **City of Santa Clarita:** Feasibility study of the City's takeover and operation of its sewer enterprise from LACSD.
- **Mariposa County:** Water and sewer financial plans for six utilities and funding plan for roads.
- **City of Solvang:** Water and sewer rate studies and capacity fees. Storm drain funding memo.
- **Browns Valley Irrigation District:** Water rate study.
- **City of Pacifica:** Sewer rate and capacity fee study.

Certifications

Municipal Advisor – Series 50 Exam

SCOPE OF SERVICES

This section presents a draft scope of services. A final scope can be developed with input from the City to ensure the assignment meets the City's objectives and scheduling needs. BWA's general project approach is to work closely with staff and other members of the project team, identify objectives, communicate frequently, and remain flexible to resolve new issues.

1. Project Team Orientation/Investigation and Data Collection

To initiate our work, hold a conference call with City staff and others as appropriate, to accomplish the following:

- Discuss key issues related to the study.
- Establish project schedule and key milestone dates.
- Confirm the key goals and expectations of the project team.

Assemble the information necessary to understand the City's facility needs and costs to provide services. The investigation will include, but is not limited to, the following areas:

- Remaining residential and non-residential development potential
- City's current population and the remaining population that can be accommodated through buildout of the General Plan
- Size, type, location and costs of new facilities
- Cost of vacant land
- Allocation of costs between existing and future development and between residential and non-residential development
- Annual increase in construction costs
- Current fees in effect
- Cost of labor and materials
- Staff time required to perform services
- Overhead costs
- Other relevant information identified by City staff

2. Update the City's Building, Planning, and Development Impact Fees

Review the City's current fees. Using industry standard fee methodologies, update the fees based on current cost estimates for labor and materials. Ensure that new development is adequately funding the costs of facilities that benefit them. Review the various proposed fee methodologies with City staff for conceptual agreement. Fees include:

- Site Plan Review
- Conditional Use Permit
- Variance
- Minor Variance
- Home Occupation Permit
- Project Time Extension
- Tentative Tract Map
- Final Tract Map
- Tentative Parcel Map
- Final Parcel Map
- Lot Line Adjustment
- Lot Merger
- Certificate of Compliance
- Time Extension
- Zoning Ordinance Amendment - Map
- Zoning Ordinance Amendment - Text
- Zoning Ordinance Amendment - Planned Unit Development
- Zoning Ordinance Amendment - General Plan Amendment
- Annexation
- Development Agreement
- Appeal
- Categorical Exemption
- Initial Study / Negative Declaration
- Environmental Impact Report
- Grading Plan Check
- Grading Permit Fee
- Business License Fee
- Development Impact Fee – Major Street
- Development Impact Fee – Traffic Control
- Development Impact Fee – Water Acquisition
- Development Impact Fee – Water Treatment
- Development Impact Fee – Water Distribution System
- Development Impact Fee – Sewer Treatment Facilities
- Development Impact Fee – Sewer Collection System
- Development Impact Fee – Storm Drainage Facilities
- Development Impact Fee – Parks and Recreation
- Development Impact Fee – Law Enforcement
- Development Impact Fee – Fire Protection

3. Develop Preliminary & Final Fee Recommendations

Based on the results of the fee review described above, develop draft recommendations for fees. Our analysis may develop a few fee adjustment alternatives based on input from the City's project team. We will evaluate the potential of phasing in necessary fee adjustments, to mitigate the impact on developers.

4. Meetings and Presentations

Meet with the City's project team to present findings, discuss options, and most importantly to receive input as the project proceeds. Develop a PowerPoint presentation summarizing our draft findings and recommendations. Conduct a public workshop meeting to review and explain the draft findings and recommendations and receive input. Present final recommendations and key alternatives to the City Council.

5. Prepare Draft & Final Reports

Submit a draft report to the City that summarizes and clearly explains key findings and fee recommendations, as well as key alternatives evaluated. Based on input received from the City's project team and/or the City Council, develop final recommendations. Work with City staff to develop a plan for implementing the recommendations. The final report will incorporate feedback received from the project team and/or the City Council. We will present the City with an electronic version of the final report in pdf format and an electronic version of the impact fee model in MS Excel format.

Schedule

BWA will complete the work within the next 60-90 days of notice to proceed.

AVAILABILITY & FEES

1. Bartle Wells Associates is prepared to begin work upon authorization to proceed.
2. Bartle Wells Associates will perform all work. Douglas R. Dove, principal consultant and firm's president, will be placed in charge of the study and will devote the time and effort to the project as needed.
3. BWA will be compensated for the proposed services on a time and expenses basis as shown on our Billing Rate Schedule 2019. The not-to-exceed fee for this proposal is:
 - Building, Planning, and Development Impact Fees Study \$30,000
(including direct expenses)
4. The fee is based on the following assumptions:
 - a. Availability of all necessary information, in a timely manner, from the City, its staff, attorneys, engineers, and other consultants.
 - b. One draft submittal of the study. Time and expenses in revising tables and assumptions due to changes in data from the City, or in preparing additional draft reports, constitute additional services.
 - c. Three meetings at the City including one meeting with City staff, one workshop/outreach meeting with stakeholders, and a public hearing with City Council.
 - d. Completion of the work within six months of notice to proceed.
5. BWA will bill the City as the work proceeds on a time-and-materials basis in accordance with our Billing Rate Schedule 2019.
6. In addition to the services provided under this proposal, the City may authorize BWA to perform additional services for which the City will compensate BWA based on consultants' hourly rates (Billing Rate Schedule 2019) at the time the work is performed, plus direct expenses. Additional services may include, but are not limited to:
 - Attendance at additional meetings or presentations
 - Changes in project scope
 - Any other services not specified
7. BWA will maintain in force, during the full term of the assignment, insurance in the amounts and coverage as provided in the attached Insurance Schedule.
8. If the project is terminated for any reason, BWA is to be reimbursed for professional services and direct expenses incurred up to the time BWA receives notification of such termination.
9. This proposal may be withdrawn or amended if not accepted within 90 days of its date.
10. We would very much like to work for the City on this assignment and hope that this proposal will constitute a suitable basis for our serving you.



BARTLE WELLS ASSOCIATES
BILLING RATE SCHEDULE 2019
Rates Effective 1/1/2019

Professional Services

Financial Analyst I.....	\$110 per hour
Financial Analyst II.....	\$130 per hour
Consultant.....	\$155 per hour
Senior Consultant.....	\$185 per hour
Senior Project Manager.....	\$215 per hour
Principal Consultant.....	\$255 per hour

The hourly rates for professional services include all overhead and indirect expenses. Bartle Wells Associates does not charge for administrative support services. Expert witness, legal testimony, or other special limited assignments will be billed at one and one-half times the consultant's hourly rate.

The above rates will be in effect through December 31, 2019 at which time they will be subject to change.

Direct Expenses

Subconsultants will be billed at cost plus ten percent. Word processing and computer-assisted services related to official statement production are charged as direct expenses at \$75 per hour. Other reimbursable direct expenses incurred on behalf of the agency will be billed at cost plus ten percent. These reimbursable costs include, but are not limited to:

- Travel, meals, lodging
- Printing and photocopying
- Special statistical analysis
- Outside computer services
- Bond ratings
- Automobile mileage
- Messenger services and mailing costs
- Graphic design and photography
- Special legal services
- Legal advertisements

Insurance

Bartle Wells Associates maintains insurance in the amounts and coverage as provided in the attached schedule of insurance. Additional or special insurance, licensing, or permit requirements beyond what is shown on the schedule of insurance are billed in addition to the contract amount.

Payment

Fees are typically billed monthly for the preceding month and will be payable within 30 days of the date of the invoice. A late charge of 1.0 percent per month may be applied to balances unpaid after 60 days.

INSURANCE SCHEDULE

The following is a copy of our schedule of insurance. BWA will maintain the following coverage during the full term of the assignment.

SCHEDULE OF INSURANCE

Insured: BARTLE WELLS ASSOCIATES

Bartle Wells Associates will maintain in force, during the full term of the assignment, insurance in the amounts and coverage as provided in this schedule. If additional insurance is required, and the insurer increases the premium as a result, then the amount of the increase will be added to the contract price.

TYPE OF INSURANCE	COMPANY POLICY NUMBER	COVERAGES AND LIMITS	EXP. DATE
Commercial General Liability	Hartford Insurance Company Policy #35-SBA PA6857	<ul style="list-style-type: none"> ■ \$2,000,000 General Aggregate ■ \$2,000,000 Products Comp/Op Aggregate ■ \$2,000,000 Personal & Advertising Injury ■ \$1,000,000 Each Occurrence 	6/1/19
Excess/Umbrella Liability	Hartford Insurance Company Policy #35-SBA PA6857	<ul style="list-style-type: none"> ■ \$1,000,000 Aggregate ■ \$1,000,000 Each Occurrence 	6/1/19
Automobile Liability	Hartford Insurance Company Policy #35-UEC VU2842	<ul style="list-style-type: none"> ■ \$1,000,000 Combined Single Limit 	6/1/19
Workers Compensation & Employers' Liability	Hartford Underwriters Insurance Company Policy #35-WEC FG7858	Workers' Compensation: Statutory Limits for the State of California. Employers' Liability: <ul style="list-style-type: none"> ■ Bodily Injury by Accident - \$1,000,000 each accident ■ Bodily Injury by Disease - \$1,000,000 each employee ■ Bodily Injury by Disease - \$1,000,000 policy limit 	6/1/19
Professional Liability	Chubb & Son, Inc. BINDO94045	Solely in the performance of services as municipal financing consultants for others for a fee. Limit: \$2,000,000 Per Occurrence & Aggregate (including defense costs, charges, and expenses)	6/1/19



Date: May 8, 2019
To: Mayor and City Council
From: Rudy Hernandez, Interim City Manager
Subject: Proposal For Property Tax Analysis and Public Opinion Research Services by A.M.Peche and Associates LLC and Gene Bregman and Associates, Respectively.
Attachments: Property Tax Analysis Information Sheet

BACKGROUND:

At the budget workshop meeting held on October 24, 2018, the FY 2018-19 General Fund preliminary budget showed a projected operating deficit of \$301,084. To erase this budget deficit, the City Council approved the sale of land to balance the General Fund budget. The sale of land was only a one-time temporary fix to balance the General Fund budget. Staff feels that we need to raise between \$300,000 - \$400,000 in new General Fund revenues to implement a sustainability plan that will match General Fund Revenues to General Fund expenditures. In other words, a balance budget. To accomplish this challenge, staff is recommending tonight (separate agenda item) that the City council approve a proposal to update our building, planning and business license fees.

Staff feels that the new proposed planning, building, and business license fees may raise approximately \$150,000 (Guesstimate). On the other hand, staff would like to see if it would be possible to raise between \$200,000 - \$250,000 in new parcel taxes. Combined increases in Building, Planning, Business License, and Parcel taxes could possibly raise our \$300,000 - \$400,000 needed to balance our General Fund budget.

RECOMMENDATION:

For the City Council to consider approving a contract with A.M.Peche & Associates LLC for Property Tax Analysis Services for the amount of \$7,000 and Gene Bregman & Associates for Public Opinion Research Services for the amount of \$12,500 for a total of \$19,500.

FISCAL IMPACT:

The cost for the property tax analysis and public opinion research services is \$19,500 which if approved by the City Council would be covered in the FY 2019-20 annual budget.

Prepared by: Rudy Hernandez

Approved by: 

REVIEW: City Manager: ✓

Finance: _____ City Attorney: _____

TYPE OF ITEM:

COUNCIL ACTION: APPROVED DENIED NO ACTION

_____ Consent

_____ Public Hearing

_____ Info Item

_____ Matter Initiated by a Council Member

x Action Item

_____ Other

_____ Department Report

_____ Continued to: _____

_____ Redevelopment Agency

CITY OF ORANGE COVE

PROPOSAL FOR PROPERTY TAX ANALYSIS

MAY 1, 2019

A. M. PECHÉ & ASSOCIATES LLC
Established 1996

River Islands
1722 Locksley Drive
Lathrop, CA 95330-8432
Phone (209) 888-4183
email: apeche@PecheAssociates.com

MISSION STATEMENT

A. M. Peché & Associates LLC is an independent Municipal Advisor that establishes long term relationships with California public agencies by listening to their financing requirements and providing solutions to best serve the needs of our clients.

**A. M. Peché & Associates LLC is a Municipal Advisor
Registered with the SEC and MSRB**

A. M. Peché & Associates LLC
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May 1, 2019

Mr. Rudy Hernandez
Finance Director
City of Orange Cove
633 E. 6th Street
Orange Cove, CA 93646

RE: City of Orange Cove
Proposal and Consulting Services Agreement for Property Tax Analysis

Dear Rudy:

It was a pleasure speaking with you last Thursday about A. M. Peché & Associates LLC ("Peché & Associates LLC") in looking at the feasibility of another Property Tax initiative for the City of Orange Cove (the "City"). I first visited Orange Cove in 1993 and have assisted the City in various financing matters. Per your request, I have prepared a Consulting Services Agreement for the work for the Property Tax Analysis, and other hourly work as requested, with the terms that we discussed.

I assisted the City with the analysis that was used in a voter survey in 2014 by Gene Bregman & Associates. The analysis provided different parcel tax amounts for single family residential, multifamily residential, commercial, industrial and agricultural properties. The single-family tax rates were used in the voter survey poll of likely registered voters. This led to placing Measure O, a Parcel Tax Initiative, on the November 4, 2014 ballot that passed with 67.57 percent voter approval. The City collected \$257,757 according to the City's most recent 2016-17 Audit. The City shares 20 percent of the parcel tax collected with the Orange Cove Fire District under a Memorandum of Understanding. Measure O will end on November 30, 2024 so the City will likely only be able to collect it for 4 more years through 2023-24.

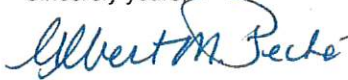
It was a success story that the City passed the Parcel Tax election on its first attempt. The City of Parlier made at least 4 attempts of passing voter approved taxes without success. In 2016, the City engaged the services of Peché & Associates and Bregman & Associates to undertake tax analysis and a voter survey. Parlier was finally successful in passing Measure Q on November 2016 with 66.7 voter approval.

I have also helped the Ravenswood City School District with analysis that resulted in the passage of three Parcel Tax elections in 2004, 2008 and 2011. In addition, I have assisted in preparing analysis leading to successful General Obligation Bond ("G.O. Bonds") elections for: the City of Grover Beach, Ravenswood City School District, the Livingston Union School District, Atwater Elementary School District and the West Fresno Elementary School District (now merged with the Washington Unified School District). This experience will benefit Orange Cove as it seeks ways to finance public safety and possibly City projects.

I will prepare similar analysis used in 2014 for this engagement, as well as review and provide input on the survey. The cost for this hourly work is: \$175 an hour with a not-to-exceed amount of \$7,000. Expenses will be billed at cost. Please note that the hourly fee is the same as in 2014.

Enclosed is a Statement of Qualifications and a Consulting Services Agreement, which include Municipal Advisor Disclosures. If approved by the City Council, please sign and return to me. I look forward to working with you on this engagement.

Sincerely yours,



Albert M. Peché
Manager

1. Financing Experience

A. M. Peché & Associates LLC is a full-service independent financial advisory firm providing services to California cities, redevelopment agencies, school districts, community colleges, special districts and other tax-exempt issuers. Albert M. Peché founded the firm on the belief that many small to medium size issuers were not receiving pro-active advice from their financial advisors or independent advice from their underwriters. Rather than only provide our clients with deal processing skills or evaluations of another firm's ideas, our goal is to thoroughly understand an issuer's needs before making recommendations on a course of action.

A. M. Peché & Associates LLC was originally founded December 1, 1996. As an example of our comprehensive approach to solving complex and unique problems for our clients, we have listed below the projects we have completed for our clients. **All projects were personally completed by Albert M. Peché at A. M. Peché & Associates LLC.** Projects with an asterisk (*) are projects in progress or authorized but, unissued bonds.

Financial Advisory Clients and Projects From December 1, 1996 to March 1, 2019 For a Total of \$1.031 Billion in Projects

<u>Client</u>	<u>Project</u>	<u>Amount</u>
Alameda Unified School District	2010 Tax & Revenue Anticipation Notes	\$9,500,000
City of Atwater	Atwater Public Financing Authority, 2003 Revenue Refunding Bonds	\$10,100,000
	Refinancing Lease & Option to Purchase #2004-01 (REDIP Sewer Refinancing Project)	\$421,976
	Atwater Public Financing Authority, Wastewater Revenue Bonds, Series 2008	\$20,020,000
	Atwater Public Financing Authority, Wastewater Revenue Bonds, Series 2010	\$54,345,000
	Atwater Public Financing Authority, Wastewater Revenue Bonds, Series 2011	\$10,000,000
	Community Facilities District #1-90, 2008 Special Tax Refunding Bonds	\$6,590,000
	Wastewater Revenue Refunding Bonds, Series 2017A	\$56,600,000
Atwater Redevelopment Agency	Wastewater Revenue Refunding Bonds, Series 2018A	\$16,255,000
	2007 Tax Allocation Bonds, Series A	\$8,475,000
	2007 Taxable Housing Tax Allocation Bonds, Series B	\$2,325,000
	2017 Direct Placement Tax Allocation Bonds, Series A	\$5,999,000
	2017 Direct Placement Taxable Housing Refunding Tax Allocation Bonds, Series B	\$1,515,000
Atwater Elementary School District	Measure E Election of 2018 General Obligation Bonds	\$20,000,000*
Delhi County Water District	2015 Direct Placement (Wastewater Projects)	\$1,061,597
City of Firebaugh	2005 Refunding Revenue Bonds, Series A (Water Facilities)	\$1,970,000
	2006 Water Installment Sale Financing	\$2,875,000
	Certificates of Participation, Series 2007 (Water Project - USDA Loan)	\$4,365,000
	Certificates of Participation, Series 2008 (Wastewater Project - USDA Loan)	\$3,800,000
	2013 Water Revenue Refunding Bonds, Series A	\$1,512,414.63
	2016A Water Revenue Refunding Bonds (USDA Refinancing)	\$3,945,000
Firebaugh Redevelopment /Successor Agency	2016A Wastewater Revenue Refunding Bonds (USDA Refinancing)	\$3,415,000
	Tax Allocation Bonds, 2005 Series A	\$3,770,000
	Taxable Tax Allocation Bonds, 2005 Series B	\$3,450,000
	Tax Allocation Bonds, 2014 Series A Direct Placement	\$3,571,826
	Taxable Tax Allocation Bonds, 2014 Series B Direct Placement	\$2,556,108
Firebaugh-Las Deltas Unified School District	2006 General Obligation Refunding Bonds	\$4,455,000
	Qualified Zone Academy Bonds, Lease Purchase Agreement #2005-01	\$1,000,000
City of Fort Bragg	Refinancing Lease Purchase Agreement # 2005-01 (1995 COP Refunding)	\$1,655,034.73

City of Grover Beach	2015 General Obligation Bonds, (Street Improvements)	\$5,000,000
	2016 General Obligation Bonds, (Street Improvements)	\$8,000,000
	2017 General Obligation Bonds, (Street Improvements)	\$15,000,000
	Lease Financing Lodge Conference Center Project	\$5,000,000*
Gustine Unified School District	Qualified Zone Academy Bonds, Lease Purchase Agreement #2001-01	\$1,610,000
Hart-Ransom Union School District	2016 Direct Placement General Obligation Refunding Bonds	\$1,737,000
Hilmar Unified Schools	1998-1 Lease and Option to Purchase	\$326,568
Keyes Community Services District	2013 Bridge Loan for the Water Filtration Project	\$1,250,000
La Honda-Pescadero Unified School District	General Obligation Bonds, 2006 Election, Series 2007A	\$3,000,000
	General Obligation Bonds, 2006 Election, Series 2009B	\$2,853,581.80
	2015 General Obligation Refunding Bonds	\$2,325,000
City of Livingston	2016 Sewer Refunding Bonds (USDA Refinancing)	\$7,715,000
Livingston Union School District	Qualified Zone Academy Bonds, Lease Purchase Agreement #2001-01	\$1,080,000
	Qualified Zone Academy Bonds, Lease Purchase Agreement #2005-01	\$1,000,000
	2005 Refunding Certificates of Participation	\$4,945,000
	2014 Direct Placement Lease Financing	\$3,157,373
	General Obligation Bonds, Election of 2005, Series 2006A	\$4,999,999.82
	2017 General Obligation Refunding Bonds	\$3,260,000
McKinleyville Community Services District	General Obligation Bonds, Election of 2005, Series 2017B	\$5,000,000
	Refunding Lease and Option to Purchase #1998-1	\$785,000
	Refunding Lease and Option to Purchase #1998-2	\$2,050,000
Merced Community College District	Refunding Lease #2003-01	\$1,956,767
	1997-1 Lease & Option to Purchase	\$924,798
	1998-1 Lease & Option to Purchase	\$364,284
	2006-1 Lease & Option to Purchase	\$3,100,000
Monterey Regional Water Pollution Control Agency	Wastewater Revenue Refunding Bonds, Series 2013	\$12,241,618.58
City of Oakdale	2015 Direct Placement Wastewater Loan Agreement	\$1,037,885
	Refunding Revenue Bonds Series 2015 (Bridle Ridge CFDs)	\$7,765,000
	2015 Direct Placement Fire Station Lease	\$2,300,000
	2015 Taxable Pension Obligation Bonds	\$3,927,100
	2015 Direct Placement Lease Revenue Refunding Bonds (Fire Station Refunding Project)	\$2,329,672
Oakdale Redevelopment/Successor Agency	Tax Allocation Refunding Bonds, 2018 Series A	\$13,935,000
	Taxable Tax Allocation Refunding Bonds, 2018 Series B	\$1,660,000
City of Orange Cove	1997-1 Lease & Option to Purchase, Lopez Child Center Financing	\$500,000
	Certificates of Participation, Series 2005 (Water Project - USDA Loan)	\$425,000
Orange Cove Redevelopment/Successor Agency	2004 Tax Allocation Bonds, Series A	\$6,230,000
	Tax Allocation Refunding Bonds, Series 2014 Direct Placement	\$4,449,966
Parlier Successor Agency	2015 Direct Placement, Refunding Tax Allocation Bonds	\$10,250,232
Planada Elementary School District	CSBA Equipment Lease Financing, 1997B	\$156,982

Pride Industries	California Statewide Communities Development Authority, 2005 Defeasance	\$24,000,000
Ravenswood City School District	General Obligation Bonds, Election of 1996, Series A (1997)	\$3,000,000
	General Obligation Bonds, Election of 1996, Series B (1998)	\$3,000,000
	General Obligation Bonds, Election of 2000, Series A (2001)	\$2,500,000
	General Obligation Bonds, Election of 2000, Series B (2002)	\$2,500,000
	General Obligation Bonds, Election of 2000, Series C (2004)	\$2,500,000
	General Obligation Bonds, Election of 2000, Series D (2005)	\$2,500,000
	School Facilities Financing Authority, Revenue Bonds, Series 2006	\$15,215,000
	1997 Tax & Revenue Anticipation Notes	\$4,700,000
	1998 Tax & Revenue Anticipation Notes	\$4,200,000
	1999 Tax & Revenue Anticipation Notes	\$4,000,000
	2000 Tax & Revenue Anticipation Notes	\$5,000,000
	2001 Tax & Revenue Anticipation Notes	\$4,000,000
	2002 Tax & Revenue Anticipation Notes	\$5,000,000
	2003 Tax & Revenue Anticipation Notes	\$5,000,000
	2004 Tax & Revenue Anticipation Notes	\$5,000,000
	2005 Tax & Revenue Anticipation Notes	\$5,000,000
	2006 Tax & Revenue Anticipation Notes	\$2,555,000
	2007 Tax & Revenue Anticipation Notes	\$3,000,000
	2008 Tax & Revenue Anticipation Notes	\$2,500,000
	2009 Tax & Revenue Anticipation Notes	\$3,600,000
	2010 Tax & Revenue Anticipation Notes	\$3,600,000
	2011 Tax & Revenue Anticipation Notes	\$5,000,000
	2012 Tax & Revenue Anticipation Notes	\$3,000,000
	2013 Tax & Revenue Anticipation Notes	\$2,400,000
	2014 Tax & Revenue Anticipation Notes	\$2,500,000
	1997-1 Refunding Lease and Option to Purchase	\$1,832,552
	1997-2 Lease and Option to Purchase	\$467,000
	Consolidated 2004 Lease/Purchase Refunding	\$2,367,086.19
City of Rio Vista	Series 2015 Direct Placement Sewer Enterprise Refunding Bonds	\$1,040,000
	2016 Direct Placement Water Revenue Bonds (Water Meter Project)	\$3,990,000
	Community Facilities District No. 2018-1 (Liberty Community) Special Tax Bonds, Series 2018	\$12,035,000
	Public Financing Authority, Special Revenue Tax Bonds, (Trilogy 2004-1 and 2006-1 Refunding) Series 2018	\$9,615,000
Reef-Sunset Unified School District	General Obligation Bonds, Election of 1998, Series A (1998)	\$6,000,000
	General Obligation Bonds, Election of 1998, Series B (2000)	\$4,000,000
	Qualified Zone Academy Bonds, Lease Purchase Agreement #2001-01	\$700,000
	Qualified Zone Academy Bonds, Lease Purchase Agreement #2005-01	\$1,000,000
	School Facilities Financing Authority, Revenue Bonds, Series 2007	\$9,315,000

San Joaquin Delta College District	Certificates of Participation (2003 Mountain House Project)	\$4,370,000
	General Obligation Bonds, Election of 2004, Series 2005A	\$90,000,000
	General Obligation Bonds, Election of 2004, Series 2008B	\$92,000,582
	General Obligation Bonds, Election of 2004, Series 2014C	\$35,000,000
	General Obligation Bonds, Election of 2004, Series 2018D	\$32,995,000
	2006 Refunding General Obligation Bonds	\$57,922,709.60
	2015 General Obligation Bonds, Series A	\$131,140,000
	2015 General Obligation Bonds, Series B	\$5,805,000
San Mateo County Office of Education	Technology Lease/Purchase Agreement #2004-01	\$1,621,000
Warner Unified School District	2004-01 Refinancing Agreement	\$821,787.60
West Fresno School District	General Obligation Bonds, Election of 1997, Series A (1998)	\$1,800,000
	General Obligation Bonds, Election of 1997, Series B (1999)	\$1,700,000
	General Obligation Bonds, Election of 1997, Series C (2010)	\$2,500,000
	2010 General Obligation Refunding Bonds	\$2,365,000
Willits Unified School District	CSBA Equipment Lease Financing, 1997E	\$230,511
	2007 Refunding General Obligation Bonds	\$1,695,000

Hourly Work

A. M. Peché & Associates LLC also undertakes financial analysis and other special project for clients which we are compensated for on an hourly or project basis. This includes, but is not limited to, assisting with special situation Surveillance Reviews for Rating Agencies, filing of Significant Events on EMMA, working with Bond Insurers, participating in meetings, preparing or reviewing general obligation bond and parcel tax analysis for election initiatives, conference calls and preparing analysis requested by clients. The Firm has assisted the following clients with hourly assignments.

City of Atwater
 Atwater Elementary School District
 Successor Agency to the Former Atwater Redevelopment Agency
 City of Firebaugh
 Hi-Desert Community Hospital District
 Keyes Community Services District
 City of Livingston
 Nipomo Community Services District
 City of Oakdale
 City of Orange Cove Measure O Parcel Tax
 City of Parlier Measure Q Parcel Tax
 Ravenswood City School District Various Projects and 3 Parcel Tax Elections
 City of San Joaquin

Prior Experience

Prior to founding A. M. Peché & Associates LLC, Mr. Peché was the co-founder of Stephens, McCarthy, Kuenzel & Caldwell established May 1, 1995. Prior to the co-founding of Stephens, McCarthy, Kuenzel & Caldwell, Mr. Peché worked at investment banking firms where he completed numerous financing projects for clients. These are some, but not all, of the projects developed or executed by Mr. Peché prior to the founding of the A. M. Peché & Associates LLC. These projects include those developed or executed by Mr. Peché at Stephens, McCarthy, Kuenzel & Caldwell and are noted by an asterisk (*).

Major Financial Advisory and Investment Banking Clients Sample of Projects from January 1986 to November 1996

<u>Client</u>	<u>Project</u>	<u>Par Amount</u>
Bay Area Rapid Transit District	Sales Tax Revenue Refunding Bonds, Series 1990	\$158,478,429.95
	Sales Tax Revenue Bonds, Series 1991	\$56,010,000
City of Cathedral	Certificates of Participation, Series 1986	\$2,390,000
	Refunding Certificates of Participation, Series 1987	\$5,655,000
Cathedral City Redevelopment Agency	Certificates of Participation, Series 1986 A & 1986 B (Taxable)	\$5,145,000
Hayward Redevelopment Agency	Downtown Redevelopment Project, 1989 Tax Allocation Bonds	\$6,270,000
Healdsburg Union School District	1994-1 Lease & Option to Purchase	\$200,000
Laytonville Unified School District	CSBA Equipment Lease Financing, 1995F	\$535,000
Los Angeles County Business Corporation	Certificates of Participation, Lynwood USD 1989 Series A	\$12,310,000
	Certificates of Participation, Series 1990 A, B & C	\$21,005,000
McKinleyville Community Services District	1994-1 Lease & Option to Purchase	\$990,000
	1996-1 Lease & Option to Purchase*	\$1,850,000
Montara Sanitary District	1992 Certificates of Participation, (Wastewater Refunding Project)	\$1,850,000
Pajaro Valley Unified School District	Lease 1994-1 Lease & Option to Purchase	\$200,000
Planada Elementary School District	General Obligation Bonds, Election of 1993	\$774,370
Ravenswood City School District	1995 Tax & Revenue Anticipation Notes*	\$3,000,000
	1996 Tax & Revenue Anticipation Notes*	\$3,900,000
	1996-1 Lease & Option to Purchase*	\$500,000
	Certificates of Participation, 1991 Financing Project	\$2,530,000
Reef-Sunset Unified School District	General Obligation Bonds, Election 1987 Series A	\$720,000
Riverside County Schools	1992-93 Tax and Revenue Anticipation Notes	\$26,700,000
City and County of San Francisco	General Obligation Bonds, 1990A (Library Facilities Project)	\$7,000,000
	General Obligation Bonds, 1990B (Public Safety Improvement Project)	\$20,500,000
	General Obligation Bonds, 1991 A (Various Projects)	\$88,900,000
	General Obligation Bonds, 1991 B (Fire System Improvement Bonds)	\$15,200,000
	General Obligation Bonds, 1991 C (Correctional Facilities Project)	\$16,500,000
	Certificates of Participation, Series 2000 (San Bruno Jail Project) *	\$137,235,000
San Francisco Public Utilities Commission, Water Revenue Bonds, 1992 Refunding Series A		\$107,180,000
San Francisco Redevelopment Agency	1990 Tax Allocation Revenue Bonds	\$22,995,819
San Joaquin Delta Community College District	1994 Tax & Revenue Anticipation Notes	\$2,595,000
	1995 Tax & Revenue Anticipation Notes*	\$2,650,000
	Certificates of Participation (1995 Financing Project) *	\$7,860,000
County of Santa Clara	1992-93 Tax & Revenue Anticipation Notes	\$181,000,000
Stockton Public Financing Authority	Community Facilities District No. 90-4, Special Tax Bonds	\$18,580,000

2. Staff Qualifications

Project Staff

Albert M. Peché, Manager, is assigned to assist the City of Orange Cove ("Orange Cove") in reviewing financing alternatives. Mr. Peché will be responsible for day-to-day contact with Orange Cove.

Our approach to serving our clients depends on teamwork not only between our clients but, also other project team members. Depending on the financing, these project team members could include bond counsel, placement agents, underwriters, survey consultants, rating agencies, bond insurers, printers, etc.

As noted below in his individual resume, Mr. Peché has diverse experience with all types of debt offerings and municipal securities. His expertise has assisted many clients in achieving the lowest possible interest cost and the most efficient transaction completion.

Team Availability

The professionals of A. M. Peché & Associates LLC are committed to providing superior financial advisory service to every aspect of **Grover Beach's** financing needs.

Given that **Orange Cove** is a priority client, you have our full assurance that the appropriate professionals will be available for meetings with staff, as well as for City Council meetings to explain the benefits and costs of any financing.

Staff Resumé

ALBERT M. PECHÉ

PROJECT LEADER

Mr. Peché will serve as the project leader to **Orange Cove**. His principal responsibilities will include all day-to-day management of a financing issue. Every phase of the financing will be personally overseen or performed by Mr. Peché.

Mr. Peché started in the securities industry at Merrill Lynch in 1978 and began his municipal finance career in 1985 with Crocker Bank. Of importance to this engagement is his experience with other cities in California.

As a testament to his long-term relationship Mr. Peché first met with **Orange Cove** staff in 1993. Mr. Peché served as Financial Advisor for the financing of the Julia Lopez Child Development

Center in 1997. In 2014, he assisted the **Orange Cove RDA/Successor Agency** for a \$4.4 million 2014 Tax Allocation Bond issue. In 2015, Mr. Peché assisted with the analysis and planning for Measure O that passed in November 2014.

The Firm recently served as Co-Municipal Advisor to **Rio Vista** for the issuance of two Special Tax Revenue Bonds totaling \$21.6 million that closed in July 2018.

Mr. Peché is serving as Financial Advisor to **Grover Beach** for the issuance of \$48 million of GO Bonds passed under the Measure K-14 initiative in November of 2014. There have been three GO Bond issues totaling \$28 million, most recently \$15 million issued in December 2017.

Mr. Peché served as Financial Advisor to **Atwater** for seven Wastewater Revenue Bond issues totaling \$167.7 million to the **Atwater RDA/Successor Agency** four Tax Allocation Bond issues totaling \$18.2 million.

Mr. Peché served as Financial Advisor to the **Firebaugh RDA/Successor Agency** in for the issuance of four Tax Allocation Bond issues totaling \$13.3 million. He has also served as Financial Advisor to **Firebaugh** for 7 Water and Wastewater Bond issues totaling \$21.8 million.

He has served as Financial Advisor to **Livingston** for the \$7,715,000 2016 Sewer Revenue Refunding Bonds. He has also served as Co-Municipal Advisor to the **Oakdale** on six issues totaling \$30.6 million.

He has also served as financial advisor or banker on a number of major financings for large issuers. This experience of Mr. Peché includes having served as financial advisor to the **Bay Area Rapid Transit District**, the **County of Santa Clara**, the **San Francisco Redevelopment Agency**, the **Port of San Francisco**, the **San Francisco Public Utilities Commission**, and the **San Francisco Parking Authority**. Mr. Peché has worked on five issues for the **City and County of San Francisco** totaling \$148.1 million.

Mr. Peché has a Bachelor of Arts degree from the University of San Francisco and a MBA from the UCLA Anderson Graduate School of Management. Mr. Peché has passed the Series 50 Municipal Advisor exam.



GENE BREGMAN & ASSOCIATES
Public Opinion & Marketing Research

***PROPOSAL TO PROVIDE
PUBLIC OPINION RESEARCH
FOR THE
CITY OF ORANGE COVE, CALIFORNIA***

***PREPARED BY
GENE BREGMAN AND ASSOCIATES***

May 1, 2019



2443 Fair Oaks Blvd., #328
Sacramento, CA 95825
916.564.2000
www.GeneBregmanAndAssociates.com



I. Introduction

Thank you for allowing Gene Bregman & Associates (GBA) to present this proposal to once again conduct public opinion research for the City of Orange Cove, California for a possible increased property tax assessment for city services. We are very pleased to have conducted the research leading to the City's successful parcel tax election in 2014.

Since 2016, all 13 of our clients throughout California who placed tax-related measures on the ballot (parcel taxes, bonds, sales taxes, etc.) were successful, and since 2012, 92 percent have been successful. Gene Bregman has designed and analyzed hundreds of public opinion research projects for municipalities, school districts, other governmental entities, public interest and community organizations, on issues concerning legislative and ballot issues, and for candidates for elective office at virtually every level of electoral politics. We have conducted public opinion research in every state in the nation.

II. Scope of Services

Gene Bregman & Associates will conduct a survey among likely voters in the City of Orange Cove that will compare current voter attitudes with those in 2014 and achieve the following objectives:

1. Explore the current image of the City of Orange Cove, voters' attitudes towards the City, and their assessments of the strengths and weaknesses of local government, including how well the City is doing in spending current parcel tax funds;
2. Determine voter perceptions of the needs of the City and the priorities that voters set for those needs and design a measure to address those needs;
3. Determine voter attitudes towards a possible parcel tax ballot measure for the City and the optimum amount to place before the voters;
4. Assess whether or not November, 2020, is the best time for the City to place a measure before the voters;
5. Determine the most effective and important reasons for your voters to support a parcel tax measure;



6. Develop a demographic profile of City voters, including how various demographic groups differ in their opinions and attitudes towards a possible ballot measure.

Since it has become much more difficult to reach people by telephone, we will supplement the telephone poll by contacting eligible voters via email. Safeguards are built into the process to prevent non-qualified respondents from completing the survey.

With a relatively small population of eligible voters, we expect the survey to complete between 60 and 80 interviews. If there are no identifying labels to the emails when they are sent out, the number of interviews to be completed via email will be quite small. However, if the subject line can identify the email as a survey being conducted for the City of Orange Cove, the number will significantly increase. And if the sender is a City sponsored email address, the completion rate will increase even more.

Telephone interviews are conducted by a regularly employed staff of full-time professional interviewers. We supervise the interviewing process and verify that interviews are conducted according to our specifications. Supervisory procedures include continuous on-site and telephone monitoring of interviews. GBA follows established industry standards for call backs of busy or "not-at-home" numbers designed specifically to maintain the randomness of interviewee selection and the validity of the survey. A regularly employed staff of full-time professional interviewers conducts interviews in English, Spanish, Vietnamese, Cantonese, Mandarin and other languages, as well.

Before interviewing begins and the questionnaire is finalized, we field test the survey. This procedure allows us to be sure that all the questions are eliciting meaningful answers, the questions "flow" in a logical manner, and we are not keeping our respondents on the phone too long.

Our analysis of the survey data includes cross-tabulations of the results with respondents grouped by key socio-economic variables and by responses to other selected questions. Our computer printouts will usually be presented in a book that contains from 150 to 300 pages and often have more than one hundred cross-tabulations per question.

These cross-tabulation variables will cover the most significant demographic and attitudinal questions in the study, as well as combinations of population groups, in order to examine the most important sub-groups. For instance, we may want to look at not only older voters vs. younger voters, but



also older Republican men vs. younger Republican men vs. older Democratic men, etc.

III. Summary of Services

To summarize, we will provide to the City of Orange Cove, California:

- Random survey of likely 2020 voters, including both telephone and email interviews;
- Consultation solely with principal of Gene Bregman & Associates;
- Assistance in developing topic areas to be investigated;
- Development of survey questionnaire;
- Scientific sample selection to assure our reaching accurate representations of the voting population;
- Pre-testing of questionnaire;
- Conduct of field work from our central phone bank, including Spanish-speaking interviewers with a translated questionnaire;
- Full computer printouts of all cross-tabulated data;
- Analyses of survey results;
- In-person presentation of results;
- On-going strategy and consultation.

IV. Costs

All of our projects are billed as a flat rate. Therefore, all costs are included in our fee, including all services as outlined in this proposal and provided by Gene Bregman & Associates.

As noted earlier, we will complete 60-80 interviews with likely voters in the City of Orange Cove. We assume that the survey will average approximately 15 to 18 minutes per completed interview. We also assume that the District will provide the Spanish language translation of the questionnaire.

The total cost of this project is \$12,500. All travel expenses will be billed at cost.

We look forward to having the opportunity once again to assist you and the City of Orange Cove in this most important effort. If you have any questions, or would like to further discuss your polling needs, please do not hesitate to call Gene Bregman at (916)564-2000.

CONSULTING SERVICES AGREEMENT

This **CONSULTING SERVICES AGREEMENT** (the "Agreement") is made and entered into as of the 8th day of May, 2019, ("Effective Date"), by and between the **City of Orange Cove** ("City" or "Orange Cove") and **A. M. Peché & Associates LLC** ("Consultant" or "Peché & Associates LLC").

Upon the following terms and conditions of this Agreement, Orange Cove desires to retain Consultant to perform the following:

1. PROFESSIONAL SERVICES.

Consultant will provide services under the terms and conditions of this Agreement. The services will consist of performing analysis, as shown in the Scope of Services section at the end of this Agreement, which can be used in a property tax public opinion survey that could lead to a property tax election for Orange Cove, as well as other hourly work as requested by the City.

2. INVOICING AND PAYMENT.

As sole compensation for the performance of the services, Orange Cove will pay Consultant a fee of \$175.00 per hour plus approved costs and expenses. Expenses will include photocopying, conference call charges, meals, hotel and travel costs for travel to Orange Cove; however no hourly cost will be billed for travel time to and from Orange Cove. Telephone and miscellaneous expenses will be billed at a flat fee of \$75 per month for months for which work is provided. Total compensation shall not exceed \$7,000, plus expenses. In no event shall Consultant undertake work without Orange Cove's prior approval. Consultant will invoice Orange Cove on a monthly basis. Orange Cove will pay each such invoice no later than thirty (30) days after its receipt. Consultant will receive no royalty or other remuneration for the production or distribution of any products developed by Orange Cove or by Consultant in connection with or based upon the services. Consultant will not be entitled to receive any vacation or illness payments, or to participate in any plans, arrangements, insurance or other similar benefits that Orange Cove makes to Orange Cove's employees.

3. OWNERSHIP OF WORK PRODUCT.

Consultant agrees that any and all ideas, designs, documents, information, materials, improvements conceived, developed, created in the performance of the services under this Agreement shall be the sole and exclusive property of Orange Cove (the "Work Product"). Consultant further agrees that Orange Cove is, and shall be, vested with all right, title and interest in the Work Product. The provisions of this Section 3 shall survive the termination of this Agreement for any reason.

4. TERM.

Either party may terminate this Agreement upon 14-days notice to the other party for any reason or no reason. In the event Orange Cove terminates this Agreement, Consultant shall cease all work immediately after receiving notice from Orange Cove unless otherwise advised by

Orange Cove and shall invoice Orange Cove for all time, costs and expenses incurred up to such termination date. The timing of such invoice and payment shall be made without regard to the monthly invoice scheduling set forth in Section 2 of this agreement. If neither party terminates this Agreement, this Agreement shall continue in effect until time mutually agreed upon by the parties.

5. INDEPENDENT CONTRACTOR.

Consultant is an independent contractor and is not an agent or employee of Orange Cove. Consultant has no authority to bind Orange Cove by contract or otherwise, or make governmental decisions. Consultant will perform the professional services under the general direction of Orange Cove Finance Director or their designee, subject to the requirement that Consultant shall at all times comply with applicable law. Consultant can utilize a subcontractor as necessary to perform services under this Agreement.

6. WARRANTY.

Parties recognize the fact that the services require specialized skills and experience on the part of the Consultant. Consultant warrants that the services hereunder will be of a professional quality conforming to generally accepted industry standards and practices and that Consultant shall maintain all required licenses and certification necessary for performance of the services under this Agreement.

Orange Cove acknowledges that Consultant is not an attorney and cannot give legal advice, including but not limited to, the structure of any property taxes that Orange Cove can legally put before voters of the City.

Orange Cove acknowledges that the Consultant will not independently verify any of the data or information provided to the Consultant, nor will the Consultant conduct a detailed investigation of the affairs of Orange Cove to determine the accuracy or completeness of the information gathered and given to the Consultant.

8. GOVERNING LAW.

This Agreement will be governed by and construed in accordance with the laws of the State of California excluding that body of law pertaining to conflict of laws.

9. NOTICE.

All notices, including notices of address changes, required to be sent hereunder shall be in writing and shall be deemed to have been given when mailed to the addresses listed below:

(a) **Orange Cove:** Rudy Hernandez, Finance Director, City of Orange Cove, 633 E. 6th Street, Orange Cove, CA 93646.

(b) **Consultant:** Albert M. Peché, Manager, A. M. Peche & Associates LLC, 1722 Locksley Drive, Lathrop, CA 95330-8432.

10. SEVERABILITY.

In the event any provision of this Agreement is held to be invalid or unenforceable, the remaining provisions of this Agreement will remain in full force and effect.

11. ASSIGNMENT.

Peché & Associates LLC may assign this Agreement to a successor firm upon the consent of Orange Cove. Orange Cove agrees to make all payments to the assignee designated in the assignment.

12. WAIVER.

The waiver by either party of any default or breach of this Agreement shall not constitute a waiver of any other or subsequent default or breach.

14. ADDITIONAL DISCLOSURES

Additional Disclosures required by Municipal Advisors are listed after the Scope of Services at the end of this Contract and that are part of this Contract.

15. ENTIRE AGREEMENT.

This Agreement constitutes the complete agreement between the parties and supersedes all previous agreements or representations, whether written or oral, with respect to the subject matter described herein. This Agreement may not be modified or amended except in writing signed by a duly authorized representative of each party. It is expressly agreed that any terms and conditions of Consultant's invoices shall be superseded by the terms and conditions of this Agreement.

IN WITNESS WHEREOF, the parties hereto have executed the **CONSULTING SERVICES AGREEMENT** as of the date set forth in the first paragraph hereof.

CITY OF ORANGE COVE

CONSULTANT

Rudy Hernandez
Finance Director
City of Orange Cove

Albert M. Peché
Manager
A. M. Peché & Associates LLC

City of Orange Cove/A. M. Peché & Associates LLC
AGREEMENT FOR SERVICES
SCOPE OF SERVICES

In performing under this Agreement, Peché & Associates LLC shall, as and when requested by Orange Cove, perform the following services:

Phase I

When requested, Peché & Associates LLC will provide research and analyses that will lead to answering the following:

- How many parcels are in the City?
- What parcels are residential, nonresidential or vacant unimproved parcels?
- How many parcels are governmental land that is exempt from taxation?
- What is the assessed value of the City?
- What is the single family assessed value breakdown?
- What are the assessed values and land use of the parcels?
- What could be the estimated amount of property tax revenue generated from different taxing amounts on residential and nonresidential parcels?
- What would an estimate of the effect of a General Obligation Bond *ad valorem* property tax be on City property tax payers?

The estimate of hours for Phase I will be between 15 and 20 hours.

Phase II

If the survey shows a successful outcome and Orange Cove desires to move forward with a parcel tax election, Peché & Associates LLC will assist in developing the 75 word ballot argument. If necessary, we will also prepare a tax rate statement. The estimate of hours for Phase II will be between 5 and 10 hours.

Phase III

Peché & Associates LLC will provide hourly work for additional special projects at the request of the Finance Director.

ADDITIONAL DISCLOSURES

Fiduciary Duty

Consultant is registered as a Municipal Advisor with the SEC and Municipal Securities Rulemaking Board ("MSRB"). As such, Consultant has a Fiduciary duty to the Issuer and must provide both a Duty of Care and Loyalty that entail the following:

Duty of Care

- a) exercise due care in performing its municipal advisory activities;
- b) possess the degree of knowledge and expertise needed to provide the Issuer with informed advice;
- c) make a reasonable inquiry as to the facts that are relevant to Issuer's determination as to whether to proceed with a course of action or that form the basis for any advice provided to Issuer; and
- d) undertake a reasonable investigation to determine that Consultant is not forming any recommendation on materially inaccurate or incomplete information; Consultant must have a reasonable basis for:
 - i. any advice provided to or on behalf of Issuer;
 - ii. any representations made in a certificate that it signs that will be reasonably foreseeably relied upon by Issuer, any other party involved in the municipal securities transaction or municipal financial product, or investors in the Issuer securities; and
 - iii. any information provided to the Issuer or other parties involved in the municipal securities transaction when participating in the preparation of an official statement.

Duty of Loyalty

Consultant must deal honestly and with the utmost good faith with Issuer and act in Issuer's best interests without regard to the financial or other interests of Consultant. Consultant will eliminate or provide full and fair disclosure (included herein) to Issuer about each material conflict of interest (as applicable). Consultant will not engage in municipal advisory activities with Issuer as a municipal entity, if it cannot manage or mitigate its conflicts in a manner that will permit it to act in Issuer's best interests.

Conflicts of Interest and Other Matters Requiring Disclosures:

- As of the date of the Contract, there are no actual or potential conflicts of interest that Consultant is aware of that might impair its ability to render unbiased and competent advice or to fulfill its fiduciary duty. If Consultant becomes aware of any potential conflict of interest that arises after this disclosure, Consultant will disclose the detailed information in writing to Issuer in a timely manner.
- The fee paid to Consultant increases the cost of investment to Issuer. The increased cost occurs from compensating Consultant for municipal advisory services provided.

- Consultant does not act as principal in any of the transaction(s) related to this Contract.
- During the term of the municipal advisory relationship, this Contract will be promptly amended or supplemented to reflect any material changes in or additions to the terms or information within this Contract and the revised writing will be promptly delivered to Issuer.
- Consultant does not have any affiliate that provides any advice, service, or product to or on behalf of the client that is directly or indirectly related to the municipal advisory activities to be performed by Consultant;
- Consultant has not made any payments directly or indirectly to obtain or retain Issuer's municipal advisory business;
- Consultant has not received any payments from third parties to enlist Consultant's recommendation to Issuer of its services, any municipal securities transaction or any municipal finance product;
- Consultant has not engaged in any fee-splitting arrangements involving Consultant and any provider of investments or services to Issuer;
- Consultant has a conflict of interest from compensation for municipal advisory activities to be performed, that is contingent on the size or closing of any transactions as to which Consultant is providing advice;
- Consultant does not have any other engagements or relationships that might impair Consultant ability either to render unbiased and competent advice to or on behalf of Issuer or to fulfill its fiduciary duty to Issuer, as applicable; and
- Consultant does not have any legal or disciplinary events that are material to Issuer's evaluation of the municipal advisory or the integrity of its management or advisory personnel.

Legal Events and Disciplinary History

Consultant does not have any legal events and disciplinary history on their Form MA and Form MA-I, which includes information about any criminal actions, regulatory actions, investigations, terminations, judgments, liens, civil judicial actions, customer complaints, arbitrations and civil litigation. Issuer may electronically access Consultant's most recent Forms MA and each most recent Forms MA-I filed with the Commission at the following website: www.sec.gov/edgar/searchedgar/companysearch.html.

There have been no material changes to a legal or disciplinary event disclosure on any Form MA or Form MA-I filed with the SEC.

Registration and Customer Complaints

Pursuant to Municipal Securities Rulemaking Board Rule G-10, on Investor and Municipal Advisory Client Education and Protection, Municipal Advisors are required to provide certain written information to their municipal entity and obligated person clients which include the following:

Consultant is currently registered as a Municipal Advisor with the U.S. Securities and Exchange Commission and the Municipal Securities Rulemaking Board.

Within the Municipal Securities Rulemaking Board (“MSRB”) website at www.msrb.org, Issuer may obtain the Municipal Advisory client brochure that is posted on the MSRB website. The brochure describes the protections that may be provided by the MSRB Rules along with how to file a complaint with financial regulatory authorities

Recommendations

If Consultant makes a recommendation of a municipal securities transaction or municipal financial product or if the review of a recommendation of another party is requested in writing by Issuer and is within the scope of the engagement, Consultant will determine, based on the information obtained through reasonable diligence of Consultant whether a municipal securities transaction or municipal financial product is suitable for Issuer. In addition, Consultant will inform Issuer of:

- the evaluation of the material risks, potential benefits, structure, and other characteristics of the recommendation;
- the basis upon which Consultant reasonably believes that the recommended municipal securities transaction or municipal financial product is, or is not, suitable for Issuer; and
- whether Consultant has investigated or considered other reasonably feasible alternatives to the recommendation that might also or alternatively serve Issuer’s objectives.

If Issuer elects a course of action that is independent of or contrary to the advice provided by Consultant, Consultant is not required on that basis to disengage from Issuer.

Record Retention

Effective July 1, 2014, pursuant to the Securities and Exchange Commission (SEC) record retention regulations, Consultant are required to maintain in writing, all communication and created documents between Consultant and Issuer for five (5) years.



GENE BREGMAN & ASSOCIATES
Public Opinion & Marketing Research

LETTER OF AGREEMENT

May 8, 2019

It is agreed that Gene Bregman & Associates (GBA) will conduct a public opinion survey for the City of Orange Cove, California ("City"). The survey will average approximately 15 to 18 minutes in length and 60 to 80 likely voters who live in the City will be interviewed for the study.

Both parties hereto will consult with each other and reach a mutual agreement on the contents of the questionnaire and the survey format.

Interviewing will begin as soon as agreement on the questionnaire is reached. Upon completion of the survey, a statistical compilation of the cross-tabulated results will be delivered and findings and recommendations will be presented and discussed.

The cost of the survey will be \$12,500. An initial payment of \$6,250. will be due upon signature of this agreement. The balance will be due upon delivery of data resulting from the survey. All travel expenses will be billed at cost.

Overall, Gene Bregman & Associates will provide to the City:

- Random telephone survey of likely voters;
- Consultation solely with principal of Gene Bregman & Associates;
- Assistance in developing topic areas to be investigated;
- Development of survey questionnaire;
- Scientific sample selection to assure our reaching an accurate representation of the voting population;
- Questionnaire in English that can then be translated by the City into Spanish
- Bi-lingual interviewers available for respondents choosing to conduct the interview in Spanish;
- Pre-testing of questionnaire;
- Conduct of field work from our central phone bank;
- A full computer printout of all cross-tabulated data;
- Analysis of survey results;
- In-person presentation of results;
- On-going strategy and consultation, including, but not limited to, assistance with ballot language and other pre-election related activities.



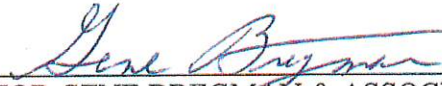


All of the data obtained by GBA is the exclusive property of the City of Orange Cove. If requested, GBA will provide an electronic copy of the data to the client. GBA is entitled to retain the original interview forms used in the field and copies of all data and analysis for its own internal use.

This agreement shall be effective upon the date of signatures by both parties.

FOR CITY OF ORANGE COVE

DATE



FOR GENE BREGMAN & ASSOCIATES



DATE



Date: May 8, 2019
To: Mayor and City Council
From: Rudy Hernandez, Interim City Manager
Subject: Proposition 68 Grant – Proposed Schedule for Five (5) Workshops To be Held at Victor P. Lopez Community Center.
Attachments: Proposed Schedule of Dates/Times

BACKGROUND:

Over the past month, staff has been having meetings with our grant writing consultant (California Consulting) regarding the proposition 68 grant which we are hoping to spend the grant on some of the projects listed below:

- Install new swimming pool
- Install new fencing
- Install lighting for soccer fields, baseball fields and BBQ areas.
- Install bleachers at athletic fields
- Install jogging and walking loop
- Install botanical and/or community garden
- Develop additional parking area

Our City Engineer Alfonso Manrique will provide our City Council and General Public with an update on the proposition 68 grant projects at the upcoming meeting of May 8, 2019. In addition, in order to get the full points for the grant application, the City must have 5 workshops from June 5, 2018 – August 5, 2019.


RECOMMENDATION:

For the City Council to approve the attached schedule of dates/times for the five (5) workshops which will be held at the Victor P. Lopez Community Center.

FISCAL IMPACT:

None.

Prepared by: Rudy Hernandez

Approved by: 

REVIEW: City Manager: ✓

Finance: _____

City Attorney: _____

TYPE OF ITEM:

COUNCIL ACTION: APPROVED DENIED NO ACTION

Consent

Public Hearing

Info Item

Matter Initiated by a Council Member

Action Item

Other

Department Report

Continued to: _____

Redevelopment Agency



City of Orange Cove proposed schedule for the five workshops to be held at the Victor P. Lopez Community Center:

May 28th @ 6:30pm – 9:00pm

June 10th @ 6:30pm – 9:00pm

June 17th @ 6:30pm – 9:00pm

July 8th @ 6:30pm – 9:00pm

July 15th @ 6:30pm – 9:00pm

- Skate park, skating rink, and BMX or pump track (non-motorized bike tracks)
- Lighting to allow for extended night time use of a RECREATION FEATURE
- Shade structure/COVERED PARK areas over a RECREATION FEATURE to allow for extended day time use

A PROJECT may also include MAJOR SUPPORT AMENITIES such as:

- Restroom building, snack shack
- Parking lot, staging area, pathway for access to a RECREATION FEATURE
- Landscaping or lighting that will be constructed throughout the PARK

Community Based Planning Requirements

Requirements for full points:

1. Facilitate FIVE (5) meetings between June 5, 2018 and the application deadline (August 5, 2019)
2. Four meetings must be located within the critically underserved community or within a convenient distance for residents to attend without private transportation.
3. Two of these meetings must occur on a weekend or in the evening.
4. Use three of the seven invitation methods suggested below:

Inviting the RESIDENTS is an important factor for attendance. If they do not know about the MEETINGS, they will not come. Involving a BROAD REPRESENTATION of RESIDENTS to DESIGN the PARK ensures that it will meet the diverse needs of the community.

Different types of methods can be used to invite and encourage RESIDENTS to participate. Each of the following examples would count as one method:

1. Providing incentives to attend is a technique that agencies have used to increase turnout. Make the incentives clear in the invitations.
 2. Partner with community leaders and organizations to assist with outreach.
 3. Post flyers in high foot traffic areas such as bus stops, major intersections, stores, schools, community centers, and libraries. Provide invitations and meeting materials in predominantly-spoken languages in the community. If needed, have an interpreter present at meetings.
 4. Door-to-door in-person invitations.
 5. Mail invitations that may include surveys (same language idea noted above).
 6. Notices distributed at local schools.
 7. Scheduling one or more MEETINGS where RESIDENTS will already be present counts as one method for inviting RESIDENTS.
- The cumulative effect of the MEETINGS should result in a BROAD REPRESENTATION of residents. For example, meeting with youth at a school, seniors at a center, or parents at a PTA meeting may not get you a BROAD REPRESENTATION in each meeting, but when each meeting is added with others, the combination does.



Date: May 8, 2019
To: Mayor and City Council
From: Rudy Hernandez, Interim City Manager
Subject: Update on Financial Issues
Attachments: Superior Court Information Sheet

BACKGROUND:

Listed below are updates on the projects listed below:

- Fresno County Superior Court Services to be held in the City of Orange Cove (Update; Verbal Report).
- Housing Rehabilitation Grant Program (\$10,000) started February 4, 2019 (Update; Verbal Report)

RECOMMENDATION:

For Information Only.

Prepared by: _____

Approved by: 

REVIEW: City Manager:

Finance: _____

City Attorney: _____

TYPE OF ITEM:

COUNCIL ACTION: APPROVED DENIED NO ACTION

____ Consent
____ Info Item
____ Action Item
____ Department Report
____ Redevelopment Agency

____ Public Hearing
____ Matter Initiated by a Council Member
____ Other
____ Continued to: _____



SUPERIOR COURT OF CALIFORNIA COUNTY OF FRESNO

ORANGE COVE REMOTE ACCESS VIDEO LOCATION

Telephone: (559) 457-1700

Days of Operation: Thursday (Excluding Holidays)

Beginning May 23, 2019

Hours of Operation: 8:30 am – 12:00 pm

Hours of same day walk- in check-in: 8:30 am – 9:30 am only

Hours of Court Proceedings: 10:00 – 12:00 pm

Hours of Self-Help: 8:30 am – 12:00 pm

Type of Cases Heard:

Traffic Infraction Cases

- Arraignments
- Court Trials

Type of Assistance Provided:

- Obtain general information regarding case(s).
- Place case(s) on calendar to be heard the same day.
- Place case(s) on calendar to be heard on a future date.
- Provide various forms to be completed and submitted with payment via US Mail.
 - One time 60 day extension from initial citation due date.
 - One time 60 day extension for the lifetime of payment plan.

**No money transactions will be processed at this location. All payments must be mailed to : 1100 Van Ness Ave.,
Fresno, CA 93724



LUGAR DEL PROCESO LEGAL ACCESO REMOTO EN VIDEO EN ORANGE COVE

Teléfono: (559) 457-1700

Días de Servicio: Jueves (Excluyendo días de fiesta)

Comenzará el 23 de Mayo de 2019

Horas de Servicio: 8:30 am – 12:00 pm

Horas de entrada sin cita: 8:30 am – 9:30 am (Solamente)

Horas de Procedimientos Judiciales: 10:00 am – 12:00 pm

Horas de Autoayuda: 8:30 am – 12:00 pm

Tipo de casos que se verán:

Casos de infracciones de tráfico (Solamente)

- Lecturas de Acusación
- Juicios ante el Oficial Judicial

Tipo de Asistencia que se proveerá

- Poner caso(s) en el listado para que se traten ese mismo día
 - Poner caso(s) en el listado para que se traten otro día
 - Obtener información general acerca de caso(s)
- Proporcionar varios formularios para llenar y presentar con su pago por correo
 - Una única extensión de 30 días de la fecha inicial en la infracción
 - Una única extensión de 30 días por la vigencia del plan de pago

**No se procesara ninguna transacción con efectivo en esta localidad. Todos los pagos deberán ser enviados por correo
a: 1100 Van Ness Ave., Fresno, CA 93724



Date: May 8, 2019
To: Mayor and City Council
From: Rudy Hernandez, Interim City Manager
Subject: Discussion of City Stop Signs
Attachments: None.

BACKGROUND:

During a recent discussion with Mayor Lopez and the City's Management team, the need for new City Stop Signs came up for discussion and we all agreed that there is a need for new City Stop Signs to enhance the safety of our residents. Per my discussion with Public Works Streets Supervisor Alfred Angulo and Mayor Lopez, some suggestions that came up are listed below:

- Install a 4 way stop sign at 6th street and Park Blvd.
- Install stop signs at 9th, 10th, 11th, 12th & Center Streets.
- 9th Street, Railroad, & Park Blvd.
- 10th & Park Blvd.
- Anchor & Adams.
- Center/Jacobs & Adams (4 Way Stop Sign, High Priority).
- Center/Jacob & South Ave. (High Priority).

RECOMMENDATION:

For the City Council to review and discuss the need for City Stop Signs and provide staff with direction.

FISCAL IMPACT:

There are sufficient street funds to cover the cost of City Street Signs.

Prepared by: Rudy Hernandez

Approved by: 

REVIEW: City Manager:

Finance:

City Attorney:

TYPE OF ITEM:

COUNCIL ACTION: APPROVED DENIED NO ACTION

- Consent
- Info Item
- Action Item
- Department Report
- Redevelopment Agency

- Public Hearing
- Matter Initiated by a Council Member
- Other
- Continued to: _____



Date: May 8, 2019
To: Mayor and City Council
From: Rudy Hernandez, Interim City Manager
Subject: Declaration of City Vehicles as Surplus Property
Attachments: List of Vehicles to be declared as Surplus Equipment – Exhibit A

BACKGROUND:

The vehicles listed in the attached Exhibit "A" have reached its useful life and due to age, wear, or mechanical condition are in need of replacement. Due to the condition of the vehicles, it would not be prudent to continue to expend city funds to make repairs and try to keep these vehicles operational. Upon being declared as surplus by the City Council, staff will either sell them or dispose them at a vehicle junk yard.

RECOMMENDATION:

For the City Council to approve the attached resolution declaring the vehicle equipment as surplus and authorize the Interim City Manager to Dispose of Said Property pursuant to Government Code Section 37350.

FISCAL IMPACT:

The sale of these surplus vehicles will result in minimum revenue to the City's General Fund.

Prepared by: Rudy Hernandez

Approved by: 

REVIEW: City Manager:

Finance:

City Attorney:

TYPE OF ITEM:	COUNCIL ACTION:	APPROVED	DENIED	NO ACTION
<input type="checkbox"/> Consent				<input type="checkbox"/> Public Hearing
<input type="checkbox"/> Info Item				<input type="checkbox"/> Matter Initiated by a Council
<input checked="" type="checkbox"/> Action Item				Member
<input type="checkbox"/> Department Report				<input type="checkbox"/> Other
<input type="checkbox"/> Redevelopment Agency				<input type="checkbox"/> Continued to: _____

RESOLUTION NO. 2019- 23

**A RESOLUTION OF THE CITY COUNCIL OF THE
CITY OF ORANGE COVE DECLARING VEHICLE EQUIPMENT AS SUPPLUS AND AUTHORIZING INTERIM CITY
MANAGER TO DISPOSE OF SAID PROPERTY**

WHEREAS, The City Council of the City of Orange Cove has accumulated vehicles which are no longer needed or in use for City purposes; and

WHEREAS, in that said property is no longer operable, or in use for City purposes, the City Council is authorized to declare said property surplus and allow for its disposal; and

WHEREAS, said procedure is authorized pursuant to Government Code 37350.

NOW, THEREFORE BE IT RESOLVED, that the City Council of the City of Orange Cove, California, finds that the property listed in Exhibit A which is attached hereto and incorporated herein by reference, is hereby declared surplus and no longer needed for municipal purposes by the City of Orange Cove

This Resolution was adopted by the City Council of the City of Orange Cove at a meeting held on May 8, 2019, by the following vote:

AYES:

NOES:

ABSENT:

ABSTAIN:

Victor P. Lopez, Mayor

ATTEST:

APPROVED AS TO FORM

June Bracamontes, City Clerk

Dan McClosky, City Attorney

City of Orange Cove Vehicle inventory

Exhibit A

#	Vehicle Identification Number	Department	Odd & Even	Year	Make	Model	License	STATUS
9	2FAFP71V18X135399	Police	O	2008	FORD	Crown Vic	1333682	OUT OF SERVICE
10	2FAFP71V58130545	Police	O	2008	FORD	Crown Vic	1333681	OUT OF SERVICE
12	1FTHF25H4KPB23483	Public Works	O	1989	FORD	F-250 SD	85446	NON-OP
17	2FAFP71V68X130554	Police	E	2008	FORD	Crown Vic	1333688	OUT OF SERVICE
18	2FAFP71VA8X130570	Police	E	2008	FORD	Crown Vic	1333679	OUT OF SERVICE
35	2FTEF15N7RCA71474	Public Works	E	1994	FORD	F-150 XL	438225	NON-OP
	2FAFP71V48X135400	Police	E	2008	FORD	Crown VIC	1333680	OUT OF SERVICE

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REPORT TO COUNCIL

May 8, 2019

To: Mayor and Council

From: Rudy Hernandez, City Manager

SUBJECT: Receive and File a Housing Successor Agency Annual Report for Fiscal Year 2017-18

BACKGROUND:

The City of Orange Cove (“City”) is the Housing Successor Agency to the former Orange Cove Redevelopment Agency (“Agency”). When the former Agency dissolved in February 2012, the City inherited its housing assets and functions. California Health and Safety Code (“HSC”) Section 34176.1(f) requires the City to prepare an annual report summarizing activities in the prior fiscal year related to the former Agency’s housing assets. The report for Fiscal Year 2017-18 is attached. It is being presented to City Council to receive and file. A copy was transmitted to the California Department of Housing and Community Development and posted on the City’s website.

When the former Agency dissolved, the City took over the administration of three loan receivables. Two of the loans, issued to Michael Ekizian for the Joe Serna farmworker housing project, were paid off in 2012. The third loan, to Citrus Gardens, L.P., has an outstanding principal balance of \$275,000 and is due in 2029.

The Housing Successor Agency had minimal financial activity in Fiscal Year 2017-18. It earned \$11 in interest income and had zero expenses. The City is in compliance with all legal requirements imposed by State law.

RECOMMENDATIONS

Staff recommends that the City Council:

1. Receive and file the Housing Successor Agency Annual Report for Fiscal Year 2017-18

ATTACHMENTS

Orange Cove Housing Successor Agency Annual Report for Fiscal Year 2017-18

HOUSING SUCCESSOR AGENCY ANNUAL REPORT

City of Orange Cove
(Housing Successor to the former
Orange Cove Redevelopment Agency)

FY 2017-18



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INTRODUCTION

The City of Orange Cove (“City”) is the Housing Successor Agency to the former Orange Cove Redevelopment Agency (“Agency”), which was dissolved on February 1, 2012 by Assembly Bill (“AB”) x1 26. With dissolution, the former Agency’s affordable housing rights, powers, assets, liabilities, duties, and obligations, excluding any amounts in the Agency’s Low and Moderate Income Housing Fund, were transferred to the City. The housing assets and liabilities were transferred to the City through a Housing Asset Transfer Form approved by the Department of Finance (“DOF”) on August 22, 2012.

This Housing Successor Agency Annual Report contains information on Fiscal Year 2017-18 finances and activities as required by Health and Safety Code (“HSC”) Section 34176.1(f).

REPORTING REQUIREMENTS FOR HOUSING SUCCESSOR AGENCIES

Senate Bill (“SB”) 341 (2013-14), AB 1793 (2013-14), SB 107 (2015-16), and AB 346 (2017-18) amended sections of the HSC pertaining largely to redevelopment successor housing agencies. SB 341 clarified that all former redevelopment agency housing assets must be maintained in a separate fund called the Low and Moderate Income Housing Asset Fund (“Housing Asset Fund”). HSC Section 34176.1(f) contains a series of annual reporting requirements for housing successor agencies regarding Housing Asset Funds (deposits, expenditures, fund balance, property disposition, etc.). An annual report is due to the California Department of Housing and Community Development (“HCD”) by April 1st each year.

SB 341 requires that housing successor agencies must also conduct an independent financial audit of the Housing Asset Fund within six months after the end of each fiscal year, which may be included in the independent financial audit of the host jurisdiction. The City’s Independent Auditor’s Report and Financial Statements for Fiscal Year 2017-18 was being prepared at the time this report was drafted and will be posted on the City’s website when available. It includes an audit of the Housing Asset Fund.

In accordance with HSC Section 34176.1(f), certain data must now be reported annually for the Housing Asset Fund. These requirements are presented in Figure 1:

Figure 1. Housing Successor Annual Reporting Requirements

Revenues & Expenditures	Other Assets and Active Projects	Obligations & Proportionality
Total amount deposited in the Housing Asset Fund for the fiscal year	Description of any housing project(s) still funded through the Recognized Obligation Payment Schedule ("ROPS")	Description of any outstanding production obligations of the former Agency that are inherited by the City
Statement of balance at the close of the fiscal year	Update on property disposition for any property owned by the housing successor agency more than five years or plans for property owned less than five years	Compliance with proportionality requirements (income group targets), which must be upheld on a five-year cycle
<p>Description of Expenditures for the fiscal year, broken out as follows:</p> <ul style="list-style-type: none"> • Rapid rehousing for homelessness prevention (up to \$250,000 per year); • Administrative expenses (greater of \$200,000 adjusted annually for inflation or 5% of "portfolio" per year); • Monitoring expenses (included as an administrative expense); • All other expenditures must be reported as spent for each income group as defined in SB 341 	<p>Other "portfolio" balances, including:</p> <ul style="list-style-type: none"> • Statutory value of any real property either transferred from the former Agency or purchased by the Housing Asset Fund (note that the City may only hold property for five years); • Value of loans and grants receivable 	Percentage of deed-restricted rental housing restricted to seniors and assisted by the entity assuming housing functions, the former Agency, or the County within the past ten years compared to the total number of units assisted by any of those three agencies
Description of any transfers to another housing successor for a joint project	Inventory of homeownership units assisted by the former Agency or the City that are subject to covenants or restrictions or to an adopted program that protects the former Agency's investment of monies from the Low and Moderate Income Housing Fund	Amount of any excess surplus, and, if any, the plan for eliminating it

ASSETS TRANSFERRED TO THE HOUSING SUCCESSOR

The City prepared a Housing Asset Transfer Form in 2012 that provided an inventory of all assets transferred from the Agency to the City following the dissolution of redevelopment. The inventory included three loans receivable. All items on the Housing Asset Transfer Form (attached as Appendix A) were approved by the California Department of Finance ("DOF") on August 22, 2012.

LOW AND MODERATE INCOME HOUSING ASSET FUND

The Housing Asset Fund replaced the former Agency's Low and Moderate Income Housing Fund. It includes all the assets that were transferred from the Agency to the City via the Housing Asset Transfer Form.

HOUSING ASSET FUND DEPOSITS AND ENDING BALANCE

The City deposited \$11 into the Housing Asset Fund during Fiscal Year 2017-18. The source of the deposits was from interest revenues. No amounts are held to pay for enforceable obligations on the ROPS.

There were no expenditures from the Housing Asset Fund in Fiscal year 2017-18.

<u>Fiscal Year 2017-18 Housing Asset Fund Activity</u>	<u>Table 1</u>	
City of Orange Cove		
Beginning Balance	\$	71,020
Revenues		11
Expenditures		-
Transfers In		-
Transfers Out		-
Ending Balance	\$	71,031

Source: City of Orange Cove Balance Sheet FY 2017-18

At the close of fiscal year 2017-18, the ending balance in the Housing Asset Fund was \$71,031. No amounts are held for enforceable obligations on the non-housing redevelopment successor agency's ROPS.

EXPENDITURE LIMITATIONS

HSC Section 34176.1 provides the following guidelines for expenditures from the Housing Asset Fund:

1. Administrative costs, which include housing monitoring, are capped at \$200,000 (adjusted annually for inflation since 2013-14) or five percent of the statutory value of any land owned by the housing successor and of loans and grants receivable, whichever is greater. HCD adjusts the \$200,000 cap for inflation based on the annual Consumer Price Index. The adjusted cap in Fiscal Year 2017-18 is \$211,500. The City's 2017-18 administrative cost limit is based on this amount, since five percent of the \$275,000 portfolio balance reported on Table 3 is only \$13,750.
2. A housing successor is authorized to spend up to \$250,000 per year on rapid rehousing solutions for homelessness prevention if the former Agency did not have any outstanding housing production requirements. In the case of Orange Cove, the former Agency had a surplus of affordable housing production units upon dissolution, and therefore the City as Housing Successor is allowed to make this expenditure if it chooses and funding is available for such expenditures.
3. Remaining allowable expenditures must be spent to improve housing options affordable to households in the following income groups:
 - households earning 30% or less of the Area Median Income ("AMI"); and
 - households earning 31% to 80% of the AMI.

This means that no funding may be spent on households who earn 81% to 120% of the AMI, as was previously authorized by redevelopment law.

Of the money expended, a minimum of 30% must go towards the development of rental housing affordable to households who earn 30% or less of the AMI ("Extremely Low-Income" households). A maximum of 20% may go towards the development of housing affordable households earning between 60% to 80% of the AMI ("Lower-Income" households).

Note that housing successors must report expenditures by category each year, but compliance is measured every five years. For example, a housing successor could spend all of its funds in a single year on Lower-Income households, as long as it was 20% or less of the total expenditures during the five-year compliance period. The first five-year compliance period began

on January 1, 2014 (when SB 341 became effective) and ends on June 30, 2019. Compliance will be evaluated in the annual report for Fiscal Year 2018-19.

Table 2 summarizes Housing Asset Fund expenditures in Fiscal Year 2017-18, and program-related expenditures since the beginning of the five-year compliance period from January 1, 2014 through June 30, 2019.

Housing Asset Fund Expenditures **Table 2**
City of Orange Cove

Expenditures in FY 2017-18

	Admin/ Monitoring ¹	Rapid Rehousing	Ext. Low Rental Units	Other Units	< 30% AMI	31-59% AMI	60-80% AMI
Annual Total	\$0	\$0	\$0	\$0	\$0	\$0	\$0

Compliance with Annual and Five-Year Limits

	Annual Limit 2017-18		Five-Year Compliance Period January 1, 2014 through June 30, 2019				
Total Expenditures	\$0	\$0	\$0	\$0	\$0	\$0	\$0
SB 341 Limitation	\$211,500	\$250,000	>30%	<70%	>30%	N/A	<20%
Compliant (Yes/No)	Yes	Yes	Yes	Yes	Yes	N/A	Yes

¹ The annual limit is the greater of \$200,000 per year adjusted for inflation (since 2013-14) or 5% of the value of real properties and loans receivable.

Source: City of Orange Cove Finance Department

The City has only incurred administrative expenses since the beginning of the five-year compliance period. The City will ensure that it meets income proportionality requirements if it incurs program-related expenditures in the future.

STATUTORY VALUE OF REAL PROPERTIES AND LOAN RECEIVABLES

The City must report the statutory value of real properties formerly owned by the Agency or purchased by the City with Housing Asset Funds, and the value of loans and/or grant receivables transferred on the Housing Asset Transfer Form. The City inherited zero real properties and three loan agreements from the former Agency. Since the Housing Asset Transfer form was adopted, two loans issued to Michael Ekizian with an outstanding balance of \$81,542 were paid off. The loans were payable in full on December 30, 2012. No loan repayments were made in Fiscal Year 2017-18.

Table 3 shows the total value of real properties (\$0) and loans receivable (\$275,000). The Housing Asset Transfer Form in Appendix A shows more detailed information about each loan receivable.

Fiscal Year 2017-18 Real Properties and Receivables		Table 3
City of Orange Cove		
Asset	Value	
Real Properties		
None	-	
Loans Receivable		
Citrus Gardens 98 LP	275,000	
Total	\$	275,000

Source: City of Orange Cove Finance Department

PROPERTY DEVELOPMENT & DISPOSITION

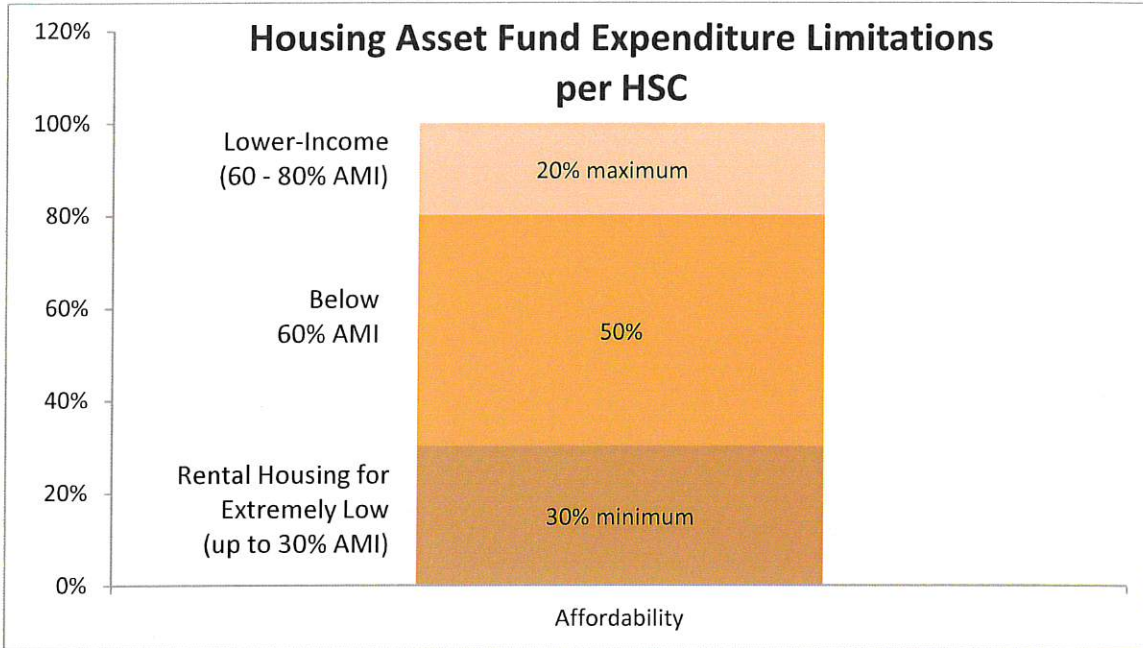
HSC Code Section 34176(e) requires that all real properties acquired by the Agency prior to February 1, 2012 and transferred to the City be developed pursuant to the requirements detailed in HSC Section 33334.16. No properties were transferred to the City as the housing successor, therefore this requirement does not apply to Orange Cove.

OUTSTANDING INCLUSIONARY AND REPLACEMENT HOUSING OBLIGATIONS

The former Agency had no outstanding inclusionary or replacement housing obligations to be fulfilled by the City.

INCOME EXPENDITURE PROPORTIONALITY

Project and program related expenditures from the Housing Asset Fund shall be limited to the development of housing affordable to and occupied by households earning 80% or less of the AMI, with at least 30% of expenditures for rental housing for Extremely Low-Income households and not more than 20% of the expenditures for on the development of housing for Lower-Income households. This is illustrated in the following chart.



Failure to comply with the Extremely Low-Income requirement in any five-year compliance period will result in the City having to ensure that 50% of remaining funds be spent on Extremely Low-Income rental units until in compliance. Exceeding the expenditure limit for Lower-Income households in any five-year reporting period will result in the City not being able to expend any funds on that income category until in compliance.

The City, as housing successor, has only incurred administrative expenses since the beginning of the first five-year compliance period on January 1, 2014. The City will ensure that it adheres to all expenditure limitations by the end of the five-year compliance period.

SENIOR HOUSING EXPENDITURE PROPORTIONALITY

This report must include an accounting of deed-restricted senior rental units that were produced over the last 10 years. The City may use Housing Asset Funds to assist no more than 50% of the aggregate total number of senior housing units produced by either the City or former Agency during the past 10 years. Exceeding this limitation will prohibit the use of Housing Asset Funds to subsidize any senior rental units in the future.

The City and former Agency have not assisted any senior rental units in the last ten years.

EXCESS SURPLUS

Excess surplus calculations were once performed by redevelopment agencies on an annual basis. They were intended to ensure that funds are expended to benefit low-income households in a timely manner. SB 341 reinstated this calculation for housing successors. Fiscal Year 2017-18 is the first year the excess surplus can be calculated. The Housing Asset Fund has no excess surplus for Fiscal Year 2017-18, as shown in Table 4.

Excess Surplus Calculation **Table 4**
City of Orange Cove

Fiscal Year	Aggregate Deposits	Ending Cash Balance	Estimated Excess Surplus
2013-14	737		n/a
2014-15	12		n/a
2015-16	20		n/a
2016-17	58		n/a
2017-18	11	71,031	
A: Deposits FYE 2014-2017			\$ 827
B: Greater of Deposits or \$1 million			\$ 1,000,000
C: Cash Balance as of 6/30/18			\$ 71,020
Excess Surplus as of 6/30/18 (C minus B)			\$ -

Source: City of Orange Cove Finance Department

If there is an excess surplus in the Housing Asset Fund in the future, the Successor must expend or encumber excess surplus within three fiscal years. If the Successor fails to comply, the Successor must transfer excess surplus to HCD within ninety days of the end of the third fiscal year.

INVENTORY OF HOMEOWNERSHIP UNITS

AB 1793 requires this report to include an inventory of homeownership units assisted by the former Agency or the housing successor that are subject to covenants or restrictions or to an adopted program that protects the former Agency's investment of moneys from the LMIHF. There are no homeownership units subject to this provision.

DEPOSITS FROM CITY TO AGENCY LOAN REPAYMENTS

HSC Section 34191.4(b)(3)(C) requires that twenty percent of any loan repayment made from a successor agency to a City for a loan to the former redevelopment agency be deducted from the loan repayment amount and transferred to the Housing Asset Fund. There were no loan

repayments made to the City in FY 2017-18, so no monies were deposited in to the Housing Asset Fund based on this provision of the law.

APPENDIX A – HOUSING ASSET TRANSFER FORM



REPORT TO CITY AND SUCCESSOR AGENCY

May 8, 2019

To: Mayor and Council / Successor Agency Board

From: Rudy Hernandez, Interim City Manager

SUBJECT: Consider Contract Amendment with RSG, Inc. to provide additional Housing Rehabilitation Grant Program Procedures and Grant Processing

BACKGROUND:

The City of Orange Cove ("City") and the Successor Agency to the Orange Cove Redevelopment Agency ("Successor Agency") are responsible for expending remaining bond proceeds from the 2014 Tax Allocation Refunding Bonds, Series A ("2014 Bonds"), which refunded bonds originally issued in 2004 by the former Redevelopment Agency to fund capital improvement and housing projects. The 2014 Bonds are qualified as a tax-exempt and the expenditure of proceeds must be used in accordance with applicable tax laws and bond covenants.

On July 16, 2014, the Successor Agency Board adopted Resolution No. 2014-07 approving a Bond Expenditure Plan dedicating \$389,759 of non-housing bond proceeds to Community Center and Park Improvements and \$332,630 of housing bond proceeds to Housing Rehabilitation Grants to make exterior improvements to single- and multi-family homes owned or rented to low and moderate income households. The Bond Expenditure Plan was approved by the California Department of Finance ("DOF") on August 28, 2014.

On November 14, 2018 the Successor Agency Board and the City Council adopted City of Orange Cove Resolution No. 2018-4 and Successor Agency to the Redevelopment Agency Resolution No. 2018-48 approving a contract with RSG, Inc. to provide consulting services for rehabilitation loan (now grant) program design and grant processing using housing bond proceeds. RSG originally anticipated processing up to 12 grant applications. However, the City chose to provide smaller grant amounts in an effort to assist as many residents as possible. Based on this decision, it is anticipated that up to 25 grant applications will be processed under the Rehabilitation Grant Program.

Furthermore, the original scope did not include services related to the preparation of a Program Brochure; Spanish translation of the Procedures, Application, and the Program Brochure; and the additional City Council meeting to get input on the proposed eligibility criteria. However, RSG has agreed to provide these services (a \$6,000 value) on a complimentary basis to lower overall program costs.

Successor Agency staff recommends approving a contract amendment with RSG, Inc. to account for an increase in the number of grant applications that require processing.. RSG currently consults the Successor Agency and Housing Successor, and has experience administering housing grant programs throughout the State.

FISCAL IMPACT:

Tax-exempt bond proceeds should be spent in a timely manner to avoid IRS penalties. If RSG's contract amendment is approved, their fee would increase by \$26,000, which would be paid out of housing bond proceeds. The total contract would not exceed \$56,000.

RECOMMENDATIONS

Staff recommends that the Successor Agency Board approve a contract amendment with RSG, Inc. for additional Housing Rehabilitation Grant Program Procedures and Grant Processing.

Attachments:

1. RSG Proposal for Consulting Services ~ Rehabilitation Grant Program and Grant Processing Contract Amendment
2. Joint Resolution of the City Council and Successor Agency Board Approving RSG Contract Amendment for Additional Housing Rehabilitation Grant Program Procedures and Processing

CITY COUNCIL RESOLUTION NO. 2019-21
SUCCESSOR AGENCY RESOLUTION NO. SA 2019-06

**A JOINT RESOLUTION OF THE CITY COUNCIL AND SUCCESSOR
AGENCY TO THE ORANGE COVE REDEVELOPMENT AGENCY
APPROVING A CONTRACT AMENDMENT WITH RSG, INC. TO PROVIDE
CONSULTING SERVICES FOR ADDITIONAL HOUSING
REHABILITATION GRANT PROGRAM DESIGN AND GRANT
PROCESSING SERVICES USING HOUSING BOND PROCEEDS**

WHEREAS, on January 26, 2012, the City Council adopted Resolution No. 2012-09 electing to serve as the Successor Agency to the former Orange Cove Redevelopment Agency (“Successor Agency”) pursuant to the Dissolution Act (enacted by Assembly Bills 26 and 1484 and Senate Bill 107, as codified in the California Health & Safety Code, or “HSC”); and

WHEREAS, on July 16, 2014, the Successor Agency adopted Resolution No. 2014-07 approving a Bond Expenditure Plan dedicating housing bond proceeds from the Successor Agency’s 2014 Tax Allocation Refunding Bonds (“Housing Bond Proceeds”) to make Housing Rehabilitation Grants; and

WHEREAS, a Housing Rehabilitation Grant program has not been initiated due to limited staff resources; and

WHEREAS, the Successor Agency Board reconsidered options to spend Housing Bond Proceeds at its meeting on November 14, 2018, and decided to apply Housing Bond Proceeds to a Housing Rehabilitation Loan Program, at least in part; and

WHEREAS, the Housing Bond Proceeds might be transferred from the Successor Agency to the City pending approval of a new Bond Expenditure Plan by the City Council, Successor Agency Board, Oversight Board, and California Department of Finance; and

WHEREAS, the City Council and Successor Agency approved a contract with RSG, Inc. on November 14, 2018 to provide consulting services for Housing Rehabilitation Loan Program Design and Loan Processing; and

WHEREAS, the City Council ultimately decided to approve a Housing Rehabilitation Grant Program (“Program”), for which guidelines were approved on January 23, 2019; and

WHEREAS, the services have expanded in scope due to an increase in the number of anticipated program applications from 12 to 25 as outlined in the proposal attached as Exhibit “A” (“RSG Contract Amendment”); and

WHEREAS, the City Council and Successor Agency desire to jointly approve a contract amendment with RSG, Inc. to provide these additional consulting services, to be funded by Housing Bond Proceeds.

NOW, THEREFORE, THE CITY COUNCIL AND SUCCESSOR AGENCY TO THE ORANGE COVE REDEVELOPMENT AGENCY DO HEREBY RESOLVE AS FOLLOWS:

Section 1. Recitals. The Recitals set forth above are true and correct and incorporated herein by reference.

Section 2. Contract Amendment Approval. The RSG Contract Amendment is hereby approved.

Section 3. Execution and Transmittal. The City Manager is hereby authorized and directed to take such other and further action consistent with this resolution and sign and transmit any documents, as necessary, in order to implement this Resolution on behalf of the City and Successor Agency.

PASSED, APPROVED AND ADOPTED at a regular meeting of the City Council and Successor Agency, on the 8th day of May, 2019 by the following vote:

AYES:	CITY COUNCIL MEMBERS:
NOES:	CITY COUNCIL MEMBERS:
ABSENT:	CITY COUNCIL MEMBERS:

VICTOR P. LOPEZ, MAYOR AND
SUCCESSOR AGENCY CHAIRPERSON

ATTEST:

JUNE BRACAMONTES, CITY CLERK AND
AGENCY SECRETARY

APPROVED AS TO FORM:

XX
CITY ATTORNEY AND
SUCESSOR AGENCY COUNSEL

STATE OF CALIFORNIA)
COUNTY OF FRESNO) ss.
CITY OF ORANGE COVE)

I, JUNE BRACAMONTES, hereby certify that I am the duly appointed City Clerk of the City of Orange Cove and that the foregoing resolution was duly adopted at a regular meeting of the Successor Agency held on the 8^h day of May, 2019.

June Bracamontes
City Clerk



17872 GILLETTE AVE.
SUITE 350
IRVINE, CA 92614

714 541 4585
INFO@WEBRSG.COM
WEBRSG.COM

Via Electronic Mail

May 1, 2019

Rudy Hernandez, Interim City Manager
ORANGE COVE SUCCESSOR AGENCY/
CITY OF ORANGE COVE
633 Sixth Street
Orange Cove, CA 93646

**PROPOSAL FOR CONSULTING SERVICES ~ REHABILITATION GRANT
PROGRAM DESIGN AND GRANT PROCESSING CONTRACT AMENDMENT**

Dear Mr. Hernandez:

RSG, Inc. ("RSG") is pleased to submit this proposal to continue to administer the Rehabilitation Grant Program ("Program") for the City of Orange Cove ("City") and its redevelopment Successor Agency. RSG was previously engaged by the City and has assisted the City with

- Creating Program guidelines, eligibility criteria, and procedures; and
- Grant eligibility review and processing services.

The scope of the original contract has slightly changed since we were hired by the City based on desired change to the Program. The following details the proposed amendments to cover the scope change. Although RSG's original proposal anticipated the administration for a loan program, the final program was implemented as a grant program. The changes in the program name are incorporated into this proposal.

SCOPE OF SERVICES

RSG originally anticipated processing up to 12 grant applications with an average grant amount of \$25,000 per applicant. However, the City chose to provide smaller grant amounts in an effort to assist as many residents as possible. Based on this decision, it is anticipated that up to 25 grant applications will be processed under the Program. A revised scope of services is described in the following pages.

Task 1 – Create Program Procedures and Parameters

As outlined in the original scope, RSG worked with staff and legal counsel to create procedures and parameters for the Program including:

- Application form and procedures
- Income guidelines and eligibility criteria
- Eligible rehabilitation improvements (capital improvements, etc.)
- Required documentation to verify incomes and the cost and scope of improvements
- Letter templates to approve and deny grants
- Grant terms (grant without repayment as long as terms are met)
- Grant document templates
- Affordability covenant template

The original scope did not include services related to the preparation of a Program Brochure; Spanish translation of the Procedures, Application, and the Program Brochure; and an additional City Council meeting to get input on the proposed eligibility criteria. While these services added costs to Task 1, RSG has agreed to provide these services on a complimentary basis to keep overall project costs down.

Task 2 – Verify Applicant Eligibility

RSG will review applications and backup data to ensure they are complete, and documentation is valid. Once an application is deemed complete, RSG will determine the applicant's eligibility regarding income qualification and other eligibility criteria detailed in the Program requirements. If an applicant meets the initial requirements, RSG will prepare a pre-approval letter on behalf of the City. To date, RSG has reviewed 13 applications and anticipates reviewing 12 more.

Task 3 – Execute Grant Documents

Once pre-approved, the applicant will be required to submit quotes and/or invoices to verify the scope of rehabilitation. RSG will issue a final approval letter and coordinate with staff to issue a check or bank transfer for the grant. RSG will work with City staff to determine if vendors can be paid directly or if the applicant will be reimbursed; the City might consider creating an approved vendor list. The City could require the applicant to submit proof of payment to vendors or an invoice to ensure rehabilitation is completed as planned.

RSG will prepare all grant documents and affordability covenants for the borrower and City to execute. The City will be responsible for finalizing and recording grant documents and covenants. It is anticipated that grant documents will be prepared for 25 grants; the original scope anticipated 12 grants.

FEE QUOTE

The following table details the original fee estimate and the proposed fee increase based on the changes to the scope.

	Original Estimate	Proposed Increase	Amended Total
Task 1 - Create Program Procedures and Parameters	\$7,000	\$0	\$6,000
<i>Spanish Translation, Brochure, and Additional Council Meeting</i>	(less \$1,000 write-off)	<i>(\$6,000 in additional complimentary services)</i>	
Task 2 - Verify Applicant Eligibility	\$8,400	\$9,100	\$17,500
12 Applications to 25 Applications			
Task 3 – Execute Grant Documents	\$15,600	\$16,900	\$32,500
12 Grants to 25 Grants			
TOTAL	\$30,000	\$26,000	\$56,000

RSG will conduct the eligibility review and verify that the applicant meets Program requirements and that supporting income documentation is complete and accurate. The fee for these services is based upon a “per case” basis and is as follows:

- Eligibility Review \$700 per grant
- Grant Document Preparation/Processing Fee \$1,300 per grant

Eligibility review fee will be due upon eligibility determination. The grant document preparation and processing fee will be due upon recordation of grant documents. In the event the grant does not close, RSG will charge on a time and material basis, not to exceed the fixed fee.

CONTRACT BUDGET AMOUNT

While it is difficult to estimate the number of grant inquiries and how many applicants will undergo the review process to successfully find a qualified home buyer, RSG believes that a **total budget of \$56,000 (a \$26,000 increase)** will be sufficient for all services outlined above for processing **up to 25 grant applications**. **RSG's housing rehabilitation administration services may be paid from housing bond proceeds.** The estimated not-to-exceed fee includes Tasks 1 to 3 described above. A detailed billing will be submitted monthly for payment. Our fee is based upon an estimate of the number of hours needed for each task. If the Scope of Services is substantially changed in the future, RSG will notify the City and request a fee adjustment.

The hourly fee will be based upon the following billing rates:

Principal	\$235
Senior Associate	\$180
Associate	\$160
Senior Analyst	\$135
Analyst	\$125
Research Assistant	\$110

ASSIGNED PERSONNEL

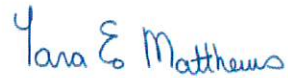
Tara Matthews would be the RSG Principal responsible for overseeing all engagement activities. In this capacity, Ms. Matthews would provide project oversight, attend meetings as needed, and be the point of contact for all concerns staff may have regarding RSG's performance. Ms. Matthews manages the firm's housing compliance and eligibility review activities. She has over 14-years of affordable housing experience. Ms. Suzy Kim, Senior Associate, would help oversee the engagement as needed. Ms. Kim has consulted Orange Cove since 2012 and is very familiar with the Successor Agency's needs and requirements.

Ms. Rosa Romero, Housing Analyst will assist with the engagement as needed. Ms. Romero has 14 years of experience with analyzing grant documentation for accuracy and/or errors. She has experience ensuring grant application data is complete and meets established guidelines, including grant amount, borrower income, assets, liabilities, and length of employment. Mr. Alan Ale, Research Assistant, will be responsible for application and eligibility review.

Rudy Hernandez
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May 1, 2019
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Thank you for considering RSG for this engagement. Please do not hesitate to contact us with additional information needs. If you should require RSG's recent experience with programs of this nature, we will be happy to provide a detailed narrative of our experience and/or references.

Sincerely,
RSG, INC.



Tara Matthews
Principal