

**IMPORTANT NOTICE REGARDING
CITY OF ORANGE COVE PUBLIC MEETINGS
COUNCIL MEETING – JULY 22, 2020 AT 6:30 P.M.
TELECONFERENCE**

Based upon recommendations from the CDC regarding social distancing relative to COVID-19 (coronavirus) and in accordance with the applicable provisions of Executive Orders N-25-20 and N-29-20 issued by Governor Newsom (“EO”), all public meetings will be held via teleconference. The City will have available a free call-in conference call number for those who wish to listen and/or provide public comment during the public comment period of the agenda or on a specific agenda item.

Those wishing to join via call-in conference should call (US): (888) 204-5987 (Access Code: 8166599#). If you are intending to comment, we are asking you to please contact City Clerk June V. Bracamontes in advance of the meeting at jvb@cityoforange Cove.com, or by calling 559-393-3931. We are asking those to pre-register so that we can keep the meeting orderly, given everyone will be non-visible. There will still be time to provide public comment should you not pre-register. We will be asking all those interested to please call in 5 minutes prior to the regular meeting start time and keep their telephones on “mute” unless speaking during the public comment portion of the agenda or speaking on a specific agenda item after the Mayor requests public comment on the specific agenda item. If you would like to comment, please say your name clearly for the record.

If you need any special assistance or have questions please contact City Clerk June V. Bracamontes at jvb@cityoforange Cove.com, or by calling 559-393-3931.

For continual updates regarding COVID-19, visit the city’s website at cityoforange Cove.com.



AGENDA

Victor P. Lopez, Mayor

Diana Guerra Silva, Mayor Pro Tem

Roy Rodriguez, Council Member

Josie Cervantes, Council Member

Esperanza Rodriguez, Council Member

WEDNESDAY, JULY 22, 2020 - 6:30 P.M.

TELECONFERENCE

(CALL 888-204-5987 ACCESS CODE 8166599#)

A. Call to Order/Welcome

Roll Call

B. Confirmation of Agenda

C. Consent Calendar

1. Council Minutes of July 8, 2020
2. City Warrants for the month June 2020

D. Administration

City Engineer

3. **SUBJECT:** Update on the Purchase of the Street Sweeper

Recommendation: Informational Item Only

4. **SUBJECT:** New Traveling Water Screen for the Orange Cove Water Treatment Plant

Recommendation: Staff recommends Council to authorize the Interim City Manager to solicit bids for the purchase of a new raw traveling water screen for the Water Treatment Plant (WTP).

5. Update report on the EDA Grant

Recommendation: Information Item Only

California Consulting Group

6. **SUBJECT:** Update on the Public Facilities and Improvements with Community Development Block Grant Funds

Recommendation: Informational Item Only

Events Committee

7. **SUBJECT:** Discussion of Paintball Recreation Field

Recommendation: Informational Item Only

Interim City Manager:

8. **SUBJECT:** Annual Appropriations Limit for Fiscal Year 2020-2021

Recommendation: Council to consider approving Resolution No. 2020-21 Adopting the Annual Appropriations Limit for Fiscal Year 2020-2021

9. **SUBJECT:** Transportation Funding Claim for Fiscal Year 2020-21

Recommendation: Council to approve the Transportation Funding Claim for Fiscal Year 2020-21

10. **SUBJECT:** Measure C Fiscal Year 2020-21

Council to approve Resolution No. 2020-22 Submitting a Request to the Fresno County Transportation Authority for Fiscal Year 2020-21 Measure C Extension Local Transportation Pass Through Funds and Requesting Distribution of Said Funds

11. **SUBJECT:** Update on Financial Issues

Recommendation: Informational Item Only

12. **SUBJECT:** Street Sweeper Job Description

Recommendation: Staff recommends Council to approve the street sweeper job description

13. **SUBJECT:** Discussion of New Boxing Arena at the Victor P. Lopez Community Center

Recommendation: Council to approve staff's recommendation to proceed with an R.F.P. for the new Boxing Arena at the Victor P. Lopez Community Center

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 speaker's microphone, state your name and address, and then proceed with your comments.

F. City Manager's Report

G. City Attorney's Report

14. **SUBJECT:** Update report on the Val Mart Project

Recommendation: Informational Item Only

H. City Council Communications

I. 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

Victor P. Lopez, Mayor

Diana Guerra Silva, Mayor Pro Tem

Roy Rodriguez, Council Member

Josie Cervantes, Council Member

Esperanza Rodriguez, Council Member

WEDNESDAY, July 8, 2020 - 6:30 P.M.

TELECONFERENCE

(CALL 888-204-5987 ACCESS CODE 8166599#)

A. Call to Order/Welcome

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

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

B. Confirmation of Agenda

No Changes

C. Consent Calendar

1. Council Minutes of June 24, 2020

Upon the motion by Councilwoman Cervantes and seconded by Mayor Pro Tem Silva, Council approved the Consent Calendar as presented.

Yes: Lopez, Silva, R. Rodriguez, Cervantes

No: None

Absent: E. Rodriguez

Abstain: None

D. Administration

City Engineer

2. **SUBJECT:** Presentation of monthly project update by City Engineer Alfonso Manrique.

Recommendation: Informational Item Only

The following items were presented to Council by City Engineer Alfonso Manrique:

- FHWA Projects
- Water Enterprise
- EDA Off-Site Improvements Northwest corner on Park Blvd and Anchor Avenue
- Purchase of Street Sweeper
- City Hall Parking lot and Sixth Sidewalk Improvements
- Local Early Action Planning Grant Application was approved in the amount of \$25,000, City will receive monies in the next 2-3 weeks.

Chief of Police:

3. **SUBJECT:** Monthly Statistic, Police Department, and Animal Control Activity Report presented by Chief of Police, Marty Rivera

Recommendation: Informational Item Only

Crime Statistic for the month of June 2020

Animal Control

Staff update 2 officers had the Covid-19 has been tested should know results soon
COVID-19 cases going up

David Lopez of the Events Committee and Rudy Hernandez have been talking about the Jr. Giants and per State Guidelines only practice no games are allowed.

Restaurants are closing take-out orders only

Lt. Pena contacted the State for mask and shields, maybe getting 100,000 of masks and shields, gloves will receive by next week.

Director of Building and Development Services:

4. **SUBJECT:** Housing Element Certification and Howard/Macias Annexation Update

Recommendation: Informational Item Only

Rudy Hernandez, presented to Council about the Housing Element Plan and received a letter from the State indicating that the City is in compliance.

Ray Hoak presented the following:

- Housing Element Mid-Cycle; amendments codified
- Housing Element Book
- Housing Element Certification Letter
- Howard/Macias Annexation

Interim City Manager:

5. SUBJECT: Update on Financial Issues

Recommendation: Informational Item Only

Interim City Manager, Rudy Hernandez presented the following Financial Issues:

State passed the budget along with the CARES ACT and the city will receive \$116,000 from the CARES ACT, the City submitted a certification to the State July 1, 2020 as required. The City must follow the State Dept. of Finance guidelines funds must be spent by October 31, 2020.

6. SUBJECT: Agreement with Fresno County Rural Transit Agency for Law Enforcement, Safety, Security and other Services for the period of June 1, 2020 through June 30, 2021 for an amount not to exceed \$10,000

Recommendation: Council to consider approving the agreement between the Fresno Council Rural Transit Agency and the City of Orange Cove for Law Enforcement, Safety, Security and other Services

Upon the motion by Mayor Pro Tem Silva and seconded by Councilman Rodriguez, Council approved the Agreement with Fresno County Rural Transit Agency for Law Enforcement, Safety, Security and other Services for the period of June 1, 2020 through June 30, 2021 for an amount not to exceed \$10,000

Yes: Lopez, Silva, R. Rodriguez, Cervantes
No: None
Absent: E. Rodriguez
Abstain: None

7. SUBJECT: Building, Planning, and Development Impact Fees Study

Recommendation: Council to Review and Approve Building, Planning, and Development Impact Fee Report.

Mr. Michael de Groot presented to Council the Building, Planning and Development Impact Fee Study. Fees that are designed to equitably recover the costs of staff time

and materials to provide City services as well as infrastructure and assets benefiting new development. Business license fees are recommended to be increased based on the prior year's business index, as outlined by City Ordinance,

The City's current Building and Planning fees are based on a fee study adopted January 13th, 2010 and development impact fees were last updated in 2008. BWA's proposed fees consider the current costs of labor and materials that are required to provide services and existing asset valuations.

Fees will be implemented effective immediately

Upon the motion by Mayor Pro Tem Silva, and seconded by Councilman Rodriguez, Council approved the new Building, Planning and Development Impact Fee Study as presented.

Yes: Lopez, Silva, R. Rodriguez, Cervantes
No: None
Absent: E. Rodriguez
Abstain: None

8. SUBJECT: Interim Budget for Fiscal Year 2020-21

Recommendation: Council to consider approving Resolution No. 2020-20 Adopting the Fiscal Year 2020-21 Roll Over Budget

Federal Government comes through. If this does not come through cities are looking at layoffs and furloughs.

Requesting the Council to approve the Interim Budget until the issue with Federal Government is resolved.

Upon the motion Councilman Rodriguez and seconded by Mayor Pro Tem Silva, Council approved Resolution 2020-20 City of Orange Cove adopting the Fiscal Year 2020-21 Roll Over Budget

Yes: Lopez, Silva, R. Rodriguez, Cervantes
No: None
Absent: E. Rodriguez
Abstain: None

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 speaker's microphone, state your name and address, and then proceed with your comments.

None

F. City Manager's Report

Development Impact fees cannot be used for law enforcement.
Will make presentation at the next Council Meeting how the fees can be used.

G. City Attorney's Report

None.
None

H. City Council Communications

No reports from Silva, Rodriguez, and Cervantes.

Mayor instructed all staff at Day Care Centers to take the COVID Test at the Community Center. Opening July 20, 2020. Mayor will also take the test.

Interim City Manager indicated that city staff members have been taken the COVID test too.

I. Adjournment

Mayor Lopez adjourned the Council Meeting at 7:59 p.m.

Respectfully Submitted:

June V. Bracamontes, City Clerk
City of Orange Cove

PRESENTED TO COUNCIL:

DATE: _____

ACTION: _____

REPORT.: Jul 16 20 Thursday
 UN...: Jul 16 20 Time: 20:15
 un By.: Phyllis

CITY OF ORANGE COVE
 Cash Disbursement Detail Report
 Check Listing for 06-20 Bank Account.: 1010

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

check number	Check Date	Vendor Number	Name	Gross Amount	Discount Amount	Net Amount	-----Payment Information----- Invoice #	Description
45878	06/12/20	UNITY	UNITY IT	-13401.42	.00	-13401.42	05/21/20u	Ck# 045878 Reversed
45881	06/01/20	APV01	AMERIPRIDE UNIFORM SERVIC	101.15 36.58	.00 .00	101.15 36.58	502611891 502611893	JANITORIAL JANITORIAL
			Check Total.....:	137.73	.00	137.73		
45882	06/01/20	COL03	COLLINS & SCHOETTLER	925.00	.00	925.00	1049	PLANNING CONSULTING
45883	06/01/20	DIO00	DIONICIO RODRIGUEZ JR.	1650.00	.00	1650.00	001021	PROF.SERVICES WATER TREAT
45884	06/01/20	ECE01	FRESNO COUNTY ELECTIONS O	7335.76	.00	7335.76	052620	ELECTION MARCH 3, 2020
45885	06/01/20	HER01	RUDY HERNANDEZ	8800.00	.00	8800.00	73	FINANCIAL CONSULTING/INTE
45886	06/01/20	PRO21	PROFESSIONAL PRINT & MAIL	310.44 3107.92 644.17 561.96	.00 .00 .00 .00	310.44 3107.92 644.17 561.96	103313 103331 103416 103450	ENVELOPE #10 WINDOW NO IN PRINTING COVID-19 LETTER PRINTING MONTHLY APRIL 20 INSERT NOVEL COVID-19 PRI
			Check Total.....:	4624.49	.00	4624.49		
15887	06/01/20	RAM01	JUDY RAMOS	93.54	.00	93.54	C00601	CLEANING SUPPLIES JANITOR
15888	06/01/20	\M011	MARTINEZ, MACEDONIA	48.74	.00	48.74	000C00601	MQ CUSTOMER REFUND FOR MA
15889	06/01/20	\R008	RAMIREZ, ROSA	.23	.00	.23	000C00601	MQ CUSTOMER REFUND FOR RA
15890	06/02/20	CDWG1	CDW GOVERNMENT, INC	8295.37	.00	8295.37	LJMF235	HAVIS PANOSONIC TOUGHBOOK
15891	06/02/20	IU000	IUOE LOCAL 39	588.78 -588.78	.00 .00	588.78 -588.78	053020 053020u	UNION DUES - MAY 2020 Ck# 045891 Reversed
			Check Total.....:	.00	.00	.00		
15892	06/02/20	PD001	PENA'S DISPOSAL	44.86 44.86 44.86	.00 .00 .00	44.86 44.86 44.86	500333 506879 512037	ORGANIC REC CART - COMMON ORGANIC REC CART - COMMON ORGANIC REC CART
			Check Total.....:	134.58	.00	134.58		
5893	06/02/20	QUI05	QUIL CORPORATION	211.28	.00	211.28	6682193	OFFICE SUPPLIES INVOICE#
5894	06/02/20	SOU02	SOUTH COUNTY VETERINARY H	133.98	.00	133.98	0232453	ANIMAL CONTROL DEPT EUTHA
5895	06/08/20	VPL01	VICTOR P LOPEZ	236.52	.00	236.52	060820	MEDICA REIMBURSEMENT 06/
5896	06/10/20	AAG01	ADAMS ASHEY GROUP, LLC.	1080.00	.00	1080.00	3077	PROFESSIONAL SERVICES
5897	06/10/20	AJEO1	AJ EXCAVATION, INC.	111582.52 32641.05	.00 .00	111582.52 32641.05	2020-1540 2020-1541	WORK COMPLETED ADAMS AVE WORK COMPLETED ON ADAMS A
			Check Total.....:	144223.57	.00	144223.57		
5898	06/10/20	ASI00	ASI ADMINISTRATIVE SOLUTI	1080.97	.00	1080.97	JUNE2020	MONTHLY MEDICAL FEES JUNE
5899	06/10/20	ATT05	AT & T	1513.92 1172.79 4284.24	.00 .00 .00	1513.92 1172.79 4284.24	014510943 014653119 014657774	COMMUNICATION & UVERS FOR COMMUNICATION & UVERS FOR COMMUNICATION & UVERS FOR
			Check Total.....:	6970.95	.00	6970.95		
5900	06/10/20	BSK01	BSK ASSOCIATES	288.00	.00	288.00	AD10209	WATER SAMPLES INVOICE# AD
5901	06/10/20	CAR02	CARTOZIAN'S AIR CONDITION	500.00 258.00 153.25 696.99 335.46 314.35 241.95	.00 .00 .00 .00 .00 .00 .00	500.00 258.00 153.25 696.99 335.46 314.35 241.95	16719 16730 16731 16732 16736 16737 16738	VICTOR P. LOPEZ CENTER IN AIR & HEATING SERV. FOR S AIR & HEATING SERV FOR WT AIR & HEATING SERV FOR JU AIR & HEATING SERV. FOR C AIR & HEATING SERV. FOR P AIR & HEATING SERV. FOR W
			Check Total.....:	2500.00	.00	2500.00		
5902	06/10/20	CEN03	CENTRAL VALLEY LOCK & SAF	250.68	.00	250.68	56205	BUILDING MAINTENANCE INVO
5903	06/10/20	CEN06	CENTRAL VALLEY SWEEPING	3000.00	.00	3000.00	202014231	MECHANICAL BROOM SWEEPING
5904	06/10/20	CLS01	CORELOGIC SOLUTIONS, LLC.	300.00	.00	300.00	30480764	MAY-2020 MONTHLY FEE FOR
5905	06/10/20	CMM01	CITRUS MINI-MART	1413.30 1315.75	.00 .00	1413.30 1315.75	1215 1216	GASOLINE FOR WTP,WWTP, & P GASOLINE FOR WTP,WWTP AND
			Check Total.....:	2729.05	.00	2729.05		
5906	06/10/20	CWS01	CORDIN WILLITS SYSTEM	2620.14	.00	2620.14	000C00515	ENCHANCEMENT AND SERVICE

REPORT.: Jul 16 20 Thursday
 UN....: Jul 16 20 Time: 20:15
 un By.: Phyllis

CITY OF ORANGE COVE
 Cash Disbursement Detail Report
 Check Listing for 06-20 Bank Account.: 1010

PAGE: 002
 ID #: PY-DP
 CTL.: ORA

check number	Check Date	Vendor Number	Name	Gross Amount	Discount Amount	Net Amount	Invoice #	Payment Information Description
45907	06/10/20	DAP01	DODSON AUTO PARTS	101.47 30.97 180.77	.00 .00 .00	101.47 30.97 180.77	47929 48106 48122	PENNZOIL AND MASK INVOICE ADAPTER AND HEX BIT INVOI BATTERY WASTE WATER TRACT
			Check Total.....:	313.21	.00	313.21		
45908	06/10/20	DLI01	DE LAGE LANDEN PUBLIC FIN	3870.92 3870.92	.00 .00	3870.92 3870.92	67663257 67915077	PROFESSIONAL SERVICES 05/ PROFESSIONAL SERVICES
			Check Total.....:	7741.84	.00	7741.84		
45909	06/10/20	GTI01	GAR BENNETTT, LLC	2165.44	.00	2165.44	1-874111	ROUNDOUT, TREEVIX & BRAND
45910	06/10/20	IUC00	IUCOE LOCAL 39	507.94	.00	507.94	05/20/20	UNION DUES LOCAL 39
45911	06/10/20	KET81	KURT EATON TREE SERVICE	4800.00	.00	4800.00	084551	GROUND TREE SERVICE
45912	06/10/20	PAR33	PARMOUNT PEST SERVICES	355.00	.00	355.00	200600326	PEST CONTROL SERVICES
45913	06/10/20	PRO21	PROFESSIONAL PRINT & MAIL	757.36	.00	757.36	103771	COURTESY NOTICE WEED ABAT
45914	06/10/20	QUI05	QUIL CORPORATION	237.05	.00	237.05	7256166	OFFICE SUPPLIES FOR ALL D
45915	06/10/20	SHR01	SHRED-IT USA- FRESNO	160.00	.00	160.00	129574045	SHREDDING SERVICES IN# 81
45916	06/10/20	SM004	STRATHMORE MACHINERY, INC	348.67	.00	348.67	55572	HUB ASSY & SPINDLES FOR W
45917	06/10/20	TUC01	TUCKFIELD & ASSOCIATES	4025.00	.00	4025.00	0591	WATER AND SEWER RATE RATE
45918	06/11/20	HER01	RUDY HERNANDEZ	880.00	.00	880.00	74	FINANCIAL CONSULTING/INTE
45919	06/11/20	TMO01	TUTTLE & MCCLOSKEY	4511.50	.00	4511.50	034955	LEGAL SERVICES FOR THE MO
45920	06/15/20	AMCE1	AM CONSULTING ENGINEERS,	273.00 1092.00 9364.69 357.00 10370.06 273.00 8976.19	.00 .00 .00 .00 .00 .00 .00	273.00 1092.00 9364.69 357.00 10370.06 273.00 8976.19	221-9 200-22 204-15 206-11 208-14 215-13 218-10	PREPARING AGREEMENT FOR O GENERAL ENGINEERING #204-ADAMS AVENUE RECONST #206-D STREET SIDEWALKS #208-ADAMS AVE RECONSTRUC #215-AHSC PREPARING REPOR PKC SHUT DOWN INVOICE# 21
			Check Total.....:	30705.94	.00	30705.94		
5921	06/15/20	ASI00	ASI ADMINISTRATIVE SOLUTI	1579.19	.00	1579.19	JUNE 2020	MONTHLY MEDICAL FEES JUNE
5922	06/15/20	ATT05	AT & T	6522.97	.00	6522.97	052420	COMMUNICATION & UVERSE
5923	06/15/20	D&D01	D & D SERVICES INC	205.00 205.00 205.00	.00 .00 .00	205.00 205.00 205.00	73849 74613 114746	ANIMAL DISPOSAL-APRIL FEE ANIMAL DISPOSAL-MAY FEE 2 ANIMAL DISPOSAL-MARCH FEE
			Check Total.....:	615.00	.00	615.00		
5924	06/15/20	FJCC1	FLOYD JOHNSTON CONSTRUCTI	23512.50	.00	23512.50	2010NC-01	PURCHASED POWERED TRAILER
5925	06/15/20	FOO02	FOOTHILL AUTO TRUCK & AG	11.33	.00	11.33	882939	CABLE TIE CANISTER PROPER
5926	06/15/20	HWS01	HEALTHWISE SERVICES, LLC	175.00	.00	175.00	67478	KIOSK MEDICAL WASTE SERVI
5927	06/15/20	KIN07	KINGS INDUSTRIAL OCC. MED	603.00	.00	603.00	78113	RESERVE OFC. HERNANDEZ PR
5928	06/15/20	LEG02	PORAC LEGAL DEFENSE FUND	696.47	.00	696.47	586534	PORAC QUARTERLY DUES JUNE
5929	06/15/20	OCP02	ORANGE COVE FIRE PROTECTI	260.00	.00	260.00	61	SPRINKLER INSPECTION FEE/
5930	06/15/20	PD001	PENA'S DISPOSAL	47727.13	.00	47727.13	MAY 2020	UTILITY ACCOUNTING FOR MA
5931	06/15/20	QUI05	QUIL CORPORATION	151.14 30.22 132.01	.00 .00 .00	151.14 30.22 132.01	6988272 7477133 7508862	OFFICE SUPPLIES FOR PD IN OFFICE SUPPLIES FOR PD IN OFFICE SUPPLIES FOR PD IN
			Check Total.....:	313.37	.00	313.37		
5932	06/15/20	TGC02	THE GAS COMPANY	77.69 8.66	.00 .00	77.69 8.66	MAY 2020 JUNE 2020	UTILITY ACCOUNT# 03581484 UTILITY ACCOUNT# 09041484
			Check Total.....:	86.35	.00	86.35		
5933	06/15/20	UNITY	UNITY IT	13401.42	.00	13401.42	052120	COMPUTER MAINTENANCE
5934	06/15/20	VSP01	VISION SERVICE PLAN -CA)	946.41	.00	946.41	809428609	VISION SERVICE PLAN JUNE
5935	06/15/20	HER01	RUDY HERNANDEZ	8800.00	.00	8800.00	75	FINANCIAL CONSULTING/INTE

Check Number	Check Date	Vendor Number	Vendor Name	Gross Amount	Discount Amount	Net Amount	Invoice #	Payment Information Description
45936	06/19/20	AFLAC	AFLAC	866.02	.00	866.02	697597	AFLAC INSURANCE PREMIUM P
45937	06/19/20	APV01	AMERIPRIDE UNIFORM SERVIC	59.55 52.47 44.64 49.99 47.50 101.15	.00 .00 .00 .00 .00 .00	59.55 52.47 44.64 49.99 47.50 101.15	502618868 502626303 502626306 502626315 502626320 561192407	JANITORIAL SERVICES INVOI JANITORIAL SUPPLIES FOR W JANITORIAL SUPPLIES FOR P JANITORIAL SUPPLIES FOR W JANITORIAL SUPPLIES FOR P JANITORIAL SERVICES INVOI
			Check Total.....:	355.30	.00	355.30		
15938	06/19/20	ATTM1	AT&T MOBILITY	1403.31 1975.39 2247.39	.00 .00 .00	1403.31 1975.39 2247.39	05192020 MAY 2020 JUNE 2020	AT&T FIRSTNET APRIL & MAY COMMUNICATION FOR MAY 202 COMMUNICATION-JUNE 2020
			Check Total.....:	5626.09	.00	5626.09		
15939	06/19/20	ATTT1	AT&T TELECONFERENCE SERVI	407.76	.00	407.76	06-004339	TELECONFERENCE SERVICE IN
15940	06/19/20	BES05	BEST UNIFORMS	71.19	.00	71.19	42387	CHIEF RIVERA OFFICER'S AL
15941	06/19/20	BSK01	BSK ASSOCIATES	110.00 140.00 184.00 74.00 110.00 74.00 74.00 140.00	.00 .00 .00 .00 .00 .00 .00 .00	110.00 140.00 184.00 74.00 110.00 74.00 74.00 140.00	AD09194 AD09683 AD10397 AD10655 AD10712 AD10715 AD10740 AD10742	WATER SAMPLES FOR WTP INV WATER SAMPLES FOR WWTP IN SAMPLES FOR WWTP INVOICE# SAMPLES FOR WWTP INVOICE# WATER SAMPLES FOR WTP INV SAMPLES FOR WWTP INVOICE# SAMPLES FOR WWTP INVOICE# WATER SAMPLES FOR WTP INV
			Check Total.....:	906.00	.00	906.00		
15942	06/19/20	DG001	DIANA GUERRA SILVA	9.00 3.96 9.00 6.68 138.00	.00 .00 .00 .00 .00	9.00 3.96 9.00 6.68 138.00	050520 05/16/20 05/19/20 05/23/20 06/16/20	MEDICAL REIMBURSEMENT MEDICAL REIMBURSEMENT MEDICAL REIMBURSEMENT MEDICAL REIMBURSEMENT MEDICAL REIMBURSEMENT
			Check Total.....:	166.64	.00	166.64		
5943	06/19/20	DHM01	D H MACHINE INC.	259.14 400.00	.00 .00	259.14 400.00	45234 45248	27"X 64" 12GA. PANEL FOR DISC REPAIRS FOR TRACTOR
			Check Total.....:	659.14	.00	659.14		
5944	06/19/20	DLC01	DINUBA LUMBER CO	9.73	.00	9.73	101538	KEYS FOR RESTROOMS INVOIC
5945	06/19/20	FGS01	FRUIT GROWERS SUPPLY CO	18.62	.00	18.62	92153141	SUPPLIES FOR SPRINKLERS F
5946	06/19/20	FOO02	FOOTHILL AUTO TRUCK & AG	98.85 41.01 215.19	.00 .00 .00	98.85 41.01 215.19	880014 881107 883305	QUAD BATTERY FOR PD INVOI BLISTER PACK CAPSULES INV RUBBER MATS, FREIGHT & MA
			Check Total.....:	355.05	.00	355.05		
5947	06/19/20	GALLS	GALLS, LLC.	72.01	.00	72.01	015611045	BIG EASY GLO LOCKOUT TOOL
5948	06/19/20	LAW03	LAWRENCE TRACTOR CO.	798.59	.00	798.59	417079	LAWN MOWER REPAIRS INVOIC
5949	06/19/20	METRO	METRO UNIFORM	57.17	.00	57.17	211285	UNIFORM ALLOWANCE LT. PEN
5950	06/19/20	OCL02	ORANGE COVE LIQUOR	2320.87	.00	2320.87	MAY2020	GAS FOR PD FOR THE MONTH
5951	06/19/20	OCTS1	ORANGE COVE TIRE SERVICE	237.60	.00	237.60	25049	UNIT 15-02 BRAKE PADS FRO
5952	06/19/20	PGE01	PG & E	32749.78	.00	32749.78	06/01/20	UTILITIES
5953	06/19/20	PSP01	PSP STORES LLC	49.65	.00	49.65	061887210	K-9 DOG FOOD INVOICE# 10-
5954	06/19/20	QUI05	QUIL CORPORATION	38.86 19.42 109.80 121.46	.00 .00 .00 .00	38.86 19.42 109.80 121.46	7477052 7507102 7547185 7632966	OFFICE SUPPLIES FOR ALL D OFFICE SUPPLIES FOR ALL D OFFICE SUPPLIES FOR ALL D OFFICE SUPPLIES FOR ALL D
			Check Total.....:	289.54	.00	289.54		
5955	06/19/20	SEQ00	SEQUOYA COUNCIL/BOY SCOUT	420.00	.00	420.00	1270 A-R	EXPLORERS YEARLY MEMBERSH
5956	06/19/20	SHR02	SHRED-IT, C/O STERICYCLE,	57.05	.00	57.05	129753112	SHREDDING SERVICES INVOIC
5957	06/19/20	SUP03	SUPERIOR POOL PRODUCTS LL	104.33	.00	104.33	Q2010230	DISCHARGE TUBING INVOICE#
5958	06/19/20	TI101	TELSTAR INSTRUMENTS INC	2664.00	.00	2664.00	103771	FLOW METER TRANSMITTER &

REPORT: Jul 16 20 Thursday
 UN...: Jul 16 20 Time: 20:15
 un By: Phyllis

CITY OF ORANGE COVE
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Check Number	Check Date	Vendor Number	Name	Gross Amount	Discount Amount	Net Amount	Invoice #	Payment Information Description
45958	06/19/20	THI01	TELSTAR INSTRUMENTS INC	383.00 716.77	.00 .00	383.00 716.77	103780 103865	TROUBLESHOOT VFD TO WATER TROUBLE SHOOT VFD BACKWAS
			Check Total.....:	3763.77	.00	3763.77		
45959	06/19/20	USB02	US BANK N.A. CM 9705	4117.30	.00	4117.30	JUNE 2020	PRINCIPAL/INTEREST ON 199
45960	06/19/20	USS02	UNITED SIGN SYSTEMS	8848.00	.00	8848.00	06162020	DEPOSIT FOR THR DESIGN, C
45961	06/19/20	WIN02	WINSUPPLY OF FRESNO COUNT	541.21 541.21 2145.68	.00 .00 .00	541.21 541.21 2145.68	075292 07529300 075291 01	2" SUBMERSIBLE TRASH PUMP 2"SUBMERSIBLE TRASH PUMP 2-FIRE HYDRANT METER INVO
			Check Total.....:	3228.10	.00	3228.10		
45962	06/24/20	APV01	AMERIPRIDE UNIFORM SERVIC	52.47 44.64 49.99	.00 .00 .00	52.47 44.64 49.99	502622350 502622361 502622404	JANITORIAL SUPPLIES FOR W JANITORIAL SUPPLIES FOR P JANITORIAL SUPPLIES FOR W
			Check Total.....:	147.10	.00	147.10		
45963	06/24/20	FGS01	FRUIT GROWERS SUPPLY CO	8.60	.00	8.60	92153912	PEST SPECTRACIDE FOR WASP
45964	06/24/20	FWUA1	FRIANT WATER AUTHORITY	5318.00 6716.88	.00 .00	5318.00 6716.88	113425 113471	MONTHLY SHARE OF FKC CONV MONTHLY SHARE OF FKC CONV
			Check Total.....:	12034.88	.00	12034.88		
5965	06/24/20	LOP16	DAVID LOPEZ	161.94	.00	161.94	06/21/20	SCORPION BOOTS-BLACK FOR
5966	06/24/20	NTU01	NTU TECHNOLOGIES INC	5303.65	.00	5303.65	11150	CHEMICAL FOR THE WTP PROT
5967	06/24/20	OCTS1	ORANGE COVE TIRE SERVICE	280.51 87.85 18.00	.00 .00 .00	280.51 87.85 18.00	24786 24931 24996	BRAKES FOR JANITOR VAN IN BRAKE REPAIRS TRUCK 204 F TIRE REPAIRS UTILITY TRAI
			Check Total.....:	386.36	.00	386.36		
5968	06/24/20	ODC01	OVERHEAD DOOR CO. OF	1260.90	.00	1260.90	63089	LABOR & PARTS FOR DOORS A
5969	06/24/20	PP003	PRECISION PLASTICS	898.89	.00	898.89	06/17/20	COUNTERTOPS FOR DAYCARE J
5970	06/24/20	SEB01	SEBASTIAN	99.85 229.00	.00 .00	99.85 229.00	05/01/20 10608465	ALARM MONITORING PREVIOUS ALARM MONITORING INVOICE#
			Check Total.....:	328.85	.00	328.85		
5971	06/24/20	TM001	TUTTLE & MCCLOSKEY	2833.50	.00	2833.50	35084	ATTORNEY PROFESSIONAL ALL
5972	06/24/20	USB02	US BANK N.A. CM 9705	20586.50	.00	20586.50	06/22/20	PAYMENT ON 1995 WATER SYS
5973	06/24/20	RR001	ROY RODRIGUEZ	57.00	.00	57.00	062420	MEDICAL REIMBURSEMENT JUN
5974	06/26/20	ALN01	A-1 NATIONAL FENCE, INC	2600.00	.00	2600.00	11418	STREET FENCE FOR STORM WA
5975	06/26/20	ALH01	SPARKLETTS	201.04 203.05	.00 .00	201.04 203.05	843050120 843060120	SPARKLETTS INVOICE# 11244 SPARKLETTS INVOICE# 11244
			Check Total.....:	404.09	.00	404.09		
5976	06/26/20	APV01	AMERIPRIDE UNIFORM SERVIC	101.15 36.58	.00 .00	101.15 36.58	56192407 502262631	JANITORIAL FOR PD INVOICE JANITORIAL FOR PD INVOICE
			Check Total.....:	137.73	.00	137.73		
5977	06/26/20	ASI00	ASI ADMINISTRATIVE SOLUTI	134.17	.00	134.17	06/23/20	MONTHLY MEDICAL FEES/ADMI
5978	06/26/20	DEL01	DEL BOSQUE MARIA ERMELIND	33.12	.00	33.12	6/09/2020	UTILITIES ELECTRICITY FOR
5979	06/26/20	PRO21	PROFESSIONAL PRINT & MAIL	1236.06	.00	1236.06	104093	PRINTING MONTHLY UTILITY
5980	06/26/20	PS002	PYRO SPECTACULARS	6000.00	.00	6000.00	57145	DEP. COVERING SPECIAL FIR
5981	06/26/20	SEB01	SEBASTIAN	229.60	.00	229.60	10612650	ALARM MONITORING FOR MONT
5982	06/26/20	SJVA1	SAN JOAQUIN VALLEY AIR PO	501.00 501.00 501.00	.00 .00 .00	501.00 501.00 501.00	C307791 C307798 C307842	GENERATOR FEES FOR WTP IN GENERATOR FEES FOR WWTP I GENERATOR FEES FOR PD INV
			Check Total.....:	1503.00	.00	1503.00		
5983	06/26/20	UNITY	UNITY IT	3416.76	.00	3416.76	361796	COMMUNICATION SERVICES IN
5984	06/26/20	VPL01	VICTOR P LOPEZ	168.00	.00	168.00	6/14/2020	MEDICAL REIMBURSEMENT JAN

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 un By.: Phyllis

CITY OF ORANGE COVE
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check umber	Check Date	Vendor Number	Name	Gross Amount	Discount Amount	Net Amount	-----Payment Information----- Invoice # Description
45984	06/26/20	VPL01	VICTOR P LOPEZ	22.03	.00	22.03	JUNE 2020 MEDICAL REIMBURSEMENT JUN
			Check Total.....:	190.03	.00	190.03	
45985	06/30/20	AJE01	AJ EXCAVATION, INC.	158860.69	.00	158860.69	2020-1561 WORK COMPLETED FOR ADAMS
				57897.75	.00	57897.75	2020-1562 WORK COMPLETED ON ADAMS A
			Check Total.....:	216758.44	.00	216758.44	
45986	06/30/20	ATT05	AT & T	1171.94	.00	1171.94	014797596 AT&T LD FOR PD INTERNET A
45987	06/30/20	BSK01	BSK ASSOCIATES	74.00	.00	74.00	AD11586 WASTE WATER SAMPLES FOR W
				140.00	.00	140.00	AD11594 WATER SAMPLES FOR WTP INV
			Check Total.....:	214.00	.00	214.00	
45988	06/30/20	COOK1	COOK'S COMMUNICATION	7456.28	.00	7456.28	144677 UP-FIT UNIT 15-04 TO K-9
45989	06/30/20	CPCA1	CALIFORNIA POLICE CHIEFS	200.00	.00	200.00	15492 MEMBERSHIP RENEWAL FOR PD
45990	06/30/20	CVC11	CAL VALLEY CONSTRUCTION I	156082.62	.00	156082.62	201202001 WORK COMPLETED ON WATER S
45991	06/30/20	DIO00	DIONICIO RODRIGUEZ JR.	900.00	.00	900.00	001022 PROFESSIONAL SERVICES FOR
45992	06/30/20	FCSFF	FRESNO COUNTY SHERIFF	11781.01	.00	11781.01	SO17545 DISPATCHING SERVICES FOR
45993	06/30/20	FGS01	FRUIT GROWERS SUPPLY CO	11.95	.00	11.95	92148701 SUPPLIES FOR WTP INVOICE#
				111.68	.00	111.68	92148929 SUPPLIES FOR WWTP INVOICE
				19.78	.00	19.78	92149535 SUPPLIES FOR FWD INVOICE#
				52.44	.00	52.44	92149914 SUPPLIES FOR WWTP INVOICE
				57.75	.00	57.75	92150500 SUPPLIES FOR FWD INVOICE#
				14.97	.00	14.97	92151218 SUPPLIES FOR FWD INVOICE#
			Check Total.....:	268.57	.00	268.57	
45994	06/30/20	HIG10	HIGH END ROOFING INC	8600.00	.00	8600.00	06/29/20 REHAB PROGRAM FOR SARITA
45995	06/30/20	METRO	METRO UNIFORM	57.17	.00	57.17	211897 OFFICERS UNIFORM ALLOWANC
				45.24	.00	45.24	212858 OFFICERS UNIFORM ALLOWANC
			Check Total.....:	102.41	.00	102.41	
5996	06/30/20	MWS01	MODERN WILDLIFE SOLUTIONS	3500.00	.00	3500.00	06/11/20 GROUND SQUIREL ABATEMENT
5997	06/30/20	NAKAL	LARRY NAKAMURA	110.00	.00	110.00	104 4TH OF JULY INSPECTION FE
5998	06/30/20	NBS01	NBS GOVERNMENT FINANCE	1326.13	.00	1326.13	520000284 QTY ADMIN FEES INVOICE# 5
5999	06/30/20	OCH00	ORANGE COVE HIGH SCHOOL	1000.00	.00	1000.00	06/24/20 OC HIGH SCHOOL GRAD DONAT
6000	06/30/20	ORT09	ESTEBAN ORTEGA	53.15	.00	53.15	06/29/20 JULIA A. LOPEZ CENTER WIN
6001	06/30/20	QUI05	QUIL CORPORATION	62.52	.00	62.52	7742589 OFFICE SUPPLIES FOR PD IN
6002	06/30/20	SEB01	SEBASTIAN	385.00	.00	385.00	23826 ALARM MONITORING INVOICE#
				99.80	.00	99.80	10612657 ALARM MONITORING INVOICE#
				119.80	.00	119.80	10612686 ALARM MONITORING INVOICE#
				99.80	.00	99.80	10612693 ALARM MONITORING INVOICE#
			Check Total.....:	704.40	.00	704.40	
6003	06/30/20	SHR01	SHRED-IT USA- FRESNO	120.00	.00	120.00	812972901 SHREDDING SERVICES INVOIC
				40.00	.00	40.00	812988100 SHREDDING SERVICES INVOIC
				114.10	.00	114.10	812991149 SHREDDING SERVICES FOR PD
			Check Total.....:	274.10	.00	274.10	
6004	06/30/20	SJVA1	SAN JOAQUIN VALLEY AIR FO	143.00	.00	143.00	C308122 TIRE 3 CERTIFIED DIESEL-F
6005	06/30/20	SOC03	STATE OF CALIFORNIA DEPAR	32.00	.00	32.00	453734 FINGER PRINTING
6006	06/30/20	SOU02	SOUTH COUNTY VETERINARY H	99.00	.00	99.00	233721 ANIMAL CONTROL DEPT. EUTH
6007	06/30/20	USB01	U.S. BANK CORPORATE PAYME	1763.33	.00	1763.33	06/10/20 CREDIT CARD MAIN ACCT 06/
6008	06/30/20	VARC1	VARGAS CONSTRUCTION	13258.93	.00	13258.93	1 REPAIR BATHROOM & INSATLL
6009	06/30/20	VPL01	VICTOR P LOPEZ	329.04	.00	329.04	063020 MEDICAL REIMBURSEMENT 07/
				500.00	.00	500.00	06/30/20 AUTO ALLOWANCE FOR JUNE 2
			Check Total.....:	829.04	.00	829.04	
6010	06/30/20	VVM01	V & V MANUFACTURING, INC.	115.84	.00	115.84	50932 OC PD IDENTIFICATION BADG
			Cash Account Total.....:	900282.99	.00	900282.99	
			Total Disbursements.....:	900282.99	.00	900282.99	



CITY OF ORANGE COVE REPORT TO THE CITY COUNCIL

To: Orange Cove City Council
From: Alfonso Manrique, City Engineer
Subject: Update on the Purchase of a Street Sweeper
Attachments: None

RECOMMENDATION:

There is no recommendation under this agenda item. This item is intended to update the City Council on the purchase a new street sweeper.

BACKGROUND:

At the April 22, 2020 City Council meeting, City Council directed staff to proceed with the solicitation of a proposal for the purchase of a street sweeper. The Request for Proposal (RFP) was advertised and sent to the builder exchanges on June 1, 2020. The bid opening was originally scheduled for July 8, 2020; however, after receiving questions regarding the RFP from companies, the bid opening date was postponed by one week to ensure that all questions were addressed.

The bid opening took place on July 15, 2020 at 2:00 pm at City Hall. A total of two bids were received from qualified companies. The results of the bid were as follows:

Company	Bid Quantity	Sales Tax	Total Bid Amount
Haaker Equipment Company	\$258,704.00	\$18,756.04	\$277,460.04
Municipal Maintenance Equipment	\$228,764.50	\$16585.39	\$245,349.39

Staff is currently reviewing the bids to ensure that they meet the specifications and qualifications outlined in the RFP. Staff intends to make a recommendation to award the bid at the next regular City Council meeting scheduled for August 12, 2020.

Prepared by: AM Consulting Engineers

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: _____

FISCAL IMPACT:

There is no fiscal impact associated with this item.

CONFLICT OF INTEREST:

None.

Prepared by: AM Consulting Engineers

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: _____



CITY OF ORANGE COVE REPORT TO THE CITY COUNCIL

To: Orange Cove City Council
From: Alfonso Manrique, City Engineer
Subject: Authorizing the Interim City Manager to Solicit Bids for the Purchase of a New Traveling Water Screen for the Orange Cove Water Treatment Plant
Attachments: None

RECOMMENDATION:

Staff recommends that City Council authorize the Interim City Manager to solicit bids for the purchase of a new raw traveling water screen for the Water Treatment Plant (WTP).

BACKGROUND:

Water is withdrawn from the Friant Kern Canal turnout structure, which is equipped with a coarse trash rack and a slide gate. The opening in the coarse trash rack allows large solids to enter the WTP. In the past, Plant B has suffered damages from solids accumulating in the upflow adsorption clarifier support screen. This accumulation of solids has also resulted in Plant B being taking offline for repairs. With the anticipated increase in water demand due to construction of new housing developments, it is essential that Plant B remain in service to meet the higher water demands. Staff is recommending that the existing trash rack at the Friant Kern Canal turnout structure be replaced with a traveling water screen. Similar screens have been installed on other turnouts along the Friant-Kern Canal, such as Orange Cove Irrigation District turnouts. The screens have shown to greatly reduce the solids entering the turnouts.

Prior to the award of a contract, all bids will be presented to the City Council. In addition, a Resolution awarding the bid for the purchase of the new traveling water screen will be presented for City Council's approval at a future Council meeting.

Prepared by: AM Consulting Engineers

Approved by: Alfonso Manrique

REVIEW: City Manager: _____

Finance: _____

City Attorney: _____

TYPE OF ITEM:

COUNCIL ACTION: ☐ APPROVED ☐ DENIED ☐ NO ACTION

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

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

FISCAL IMPACT:

There is no fiscal impact associated with this item. This item is intended to receive City Council's approval to solicit bids for the purchase of the new traveling water screen. Once bids have been received, the City Engineer will present all bids to the City Council and receive approval from City Council before awarding a bid.

CONFLICT OF INTEREST:

None.



CITY OF ORANGE COVE REPORT TO THE CITY COUNCIL

To: Orange Cove City Council
From: Alfonso Manrique, City Engineer
Subject: Update on the Grant Award Received from the U.S. Economic Development Administration
Attachments: None

RECOMMENDATION:

There is no recommendation under this agenda item. This item is intended to update the City Council on the grant award that the City has received through the U.S. Department of Commerce Economic Development Administration (EDA) for the construction of off-site improvement that will sever the commercial developments on the northwest corner of Park Boulevard and Anchor Avenue.

BACKGROUND:

In January 2019, the City submitted an application requesting funding from the U.S. EDA for the construction of off-site improvement intended to sever the commercial developments on the northwest corner of Park Boulevard and Anchor Avenue. Improvements primarily include the construction of a new sewer main along Park Boulevard, a new storm drain along Park Boulevard, and street improvements to Park Boulevard and Anchor Avenue. The street improvements include street widening, installing curb and gutter, a new traffic signal at the intersection of Park Boulevard and Anchor Avenue, and the relocation of several Orange Cove Irrigation District irrigation pipelines. Additional improvements include the construction of a sidewalk along the north and south side of Park Boulevard, streetlights, landscape for the median island, and fire hydrants.

On July 16, 2020, the City was informed that the U.S. EDA approved the City's application. Out of the total project cost of \$2,428,500, the City will receive \$1,942,800 in grant funds from the

Prepared by: AM Consulting Engineers

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: _____

U.S. EDA. The City's required match is 20% of the total project costs, which is approximately \$485,700.

Once the agreement has been signed by the City Manager, staff will be working with the U.S. EDA to set up a project management kick-off meeting. Staff will also be soliciting a Request for Proposal (RFP) for engineering services for the design of the Project.

FISCAL IMPACT:

The total project cost is \$2,428,500. The U.S. EDA will be providing \$1,942,800 in grant funds and the City's match of \$485,700 will be obtained from street related funds such as Measure C and the TDA fund.

CONFLICT OF INTEREST:

None.

1:38



+1 (310) 261-6005 >

Text Message
Yesterday 6:31 PM

Victor: Congrulation to you for your ability to stick with the process of an eda grant for the city of Orange Cove. The grant was approved today. Make sure that you assign the project to someone who can start the construction promptly. I will come to visit as soon as EDA removes the stay at home order. Keep in touch. Wilfred Marshall EDR.

Today 6:39 AM

Background:

The California Department of Housing and Community Development (HCD), on January 21, 2020, announced the availability of approximately \$60 million (\$30 million in 2019 funds and \$30 million in 2020 funds) in funding for the Community Development Block Grant (CDBG) Program through a Notice of Funding Availability (NOFA). The amount of funds available will be allocated between Community Development, Housing, and Economic Development (ED) activities as per statutory requirements, and as identified in the CDBG Program Guidelines. Final applications are due September 30, 2020.

The City of Orange City Council, on April 2020, authorized California Consulting to develop and submit a CDBG Over-the-Counter (OTC) Application for the renovation of the Orange Cove Community Center. The CDBG OTC process is a relatively new online application process. Unlike, a conventional online application process, the funder, in this instance, State of California Department of Housing and Community Development provides the applicant ongoing guidance and engagement via a public inquiry process; whereby queries are sent online to HCD staff with the expectation of a response. In the initial months of the grant development process, the applicant, Orange Cove, has taken advantage of this opportunity to improve the competitiveness of its application by documenting and addressing the following required threshold requirements:

Threshold Requirements

- A. City or county Applicant must be a non-entitlement jurisdiction and must not currently be party to an Urban County Agreement or participate in, or be eligible to participate in, the HUD administered CDBG Entitlement program.
- B. The Activity applied for must be an eligible Activity as defined.
- C. The Activity must meet a CDBG National Objective.
- D. The Applicant must demonstrate to the satisfaction of the Department that it is in compliance with the financial management requirements
- E. Applications must follow CDBG Public Participation regulations.
- F. The Applicant must have complied with all of the requirements listed in HSC regarding Housing Element law. Pursuant to the law, CDBG will not reject an application based on either the content of the Housing Element or the

STAFF Report CDBG Orange Cove Renovation Project

Department's findings on the Element. The determination of Housing Element compliance will be made by the Department's Division of Housing Policy Development (HPD) in its discretion.

- G. The Applicant must demonstrate, to the satisfaction of the Department, that it is in compliance with the state and federal submission requirements and provide their most recent single audit as applicable.
- H. The Applicant must be in good standing with the Department as defined in Section VII of this NOFA.
- I. The Applicant must demonstrate, to the satisfaction of the Department, that it is meeting the State Objectives as defined in Appendix I. (NOTE: State Objectives area threshold requirement in the OTC application, but may be used to increase points in the Competitive applications).
- J. The Applicant must demonstrate compliance with Uniform Relocation Assistance and Real Property Acquisition Policies Act of 1970
- K. The Applicant must demonstrate compliance with Article XXXIV of the California Constitution.

Status:

Several versions of the application, in draft form, have been submitted to HCD staff over the past several months for review and comment. HCD's Over the Counter process provides an applicant an opportunity obtain an assessment of its application before it is submitted. In each case, the returned application was modified to improve its competitiveness. This process addresses the delay with the application's submittal. Nevertheless, it is a process that is unique, and helps applicants. Notably, when questions arose, and information was needed Orange Cove staff provided information California Consulting staff the essential information to include in the draft application. An outstanding item, however, is the issue of a 25% match. Despite modifications to the application, including the provision of in-kind support, and other tweaks, the absence of a minimum 25% match has become an obstacle. A complete application, barring any

STAFF Report CDBG Orange Cove Renovation Project

concerns from HCD, can be submitted prior to the end of July, or as soon as the issue of the match amount is addressed.

The current application highlights public benefit, community support, reasonableness of cost, relative to other CDBG and timeline. These components are central to the application. Additionally, in order to increase the application's competitiveness, emphasis has been placed on Orange Cove's organizational capacity and history of successful completing capital projects and, CDBG funded initiatives on time and on-budget. It is clear, however, the CDBG OTC program has become more competitive in light of the Covid-19 pandemic. Request for economic development assistance, and employment related programs is increasing, and competing against applications for neighborhood facilities, as well as housing related projects and programs. If, we are able to demonstrate the ability to leverage funds, we will be able to better compete against other applications. Financial leveraging, used as gap funding, is highly emphasized in the 2019 CDBG. In light of this issue, with guidance from HCD and the City of Orange Cove, we will work together to complete and submit a competitive application.

Public Facilities and Improvements with Community Development Block Grant Funds: Introduction

In this tutorial we'll discuss how CDBG grantees, including entitlement and state grantees and their subgrantees and subrecipients, can use CDBG to support Public Facilities and Improvements projects that are integral to the quality of life for community residents.

This presentation is divided into four modules that will walk you through the main aspects of planning and implementing public facilities and improvement projects. They are: Project Selection, Planning & Design, Procurement, and Construction. Each section focuses on the importance of the stage in the overall project implementation and contains specific how to's to guide you through the process.

At the end of each module are learning checks to test your knowledge. Click on the cap icon at the bottom of your screen to take a short quiz, then move on to the next module. Thanks for watching. To continue viewing, please click the Project Selection video below.

Public facilities and improvements with Community Development Block Grant Funds: Project Selection

CDBG funded Public Facilities and Improvements can be an important part of a community development strategy.

The CDBG program identifies publicly-owned facilities and infrastructure such as, streets, playgrounds, and underground utilities, and buildings owned by non-profits that are open to the general public, as Public Facilities and Improvements.

Nationwide, CDBG investment in Public Facilities and Improvements is significant. Annually, nearly one-third of all CDBG dollars and more than one half of State CDBG dollars are devoted to public facilities and improvements.

Safe and accessible infrastructure is essential to quality of life and to building communities that support community diversity and stability.

In today's world, our communities face increasingly complex challenges, from economic or social shocks and stresses to natural disasters. These challenges demand that communities be resourceful.

Communities can do more with less by designing projects to maximize the benefit you receive from the investment.

A CDBG grantee will want to explore the potential to design infrastructure investments that extend the reach of your CDBG funds by directly benefiting individuals and the larger community while also achieving other objectives.

For example, a Midwest community bought out properties in a floodplain and developed an area on its riverfront to serve as a floodwater retention area during storms. The area also includes a natural amphitheater used by the community for outdoor concerts and festivals.

Another example is a New England town that completed a multi-year, phased project to comprehensively improve the streets and underground utilities in a lower income neighborhood adjacent to a Superfund site. The storm drainage component of the project eliminated frequent flooding

of yards and basements of homes and, by incorporating state-of-the-art storm drainage standards, improved the quality of water discharged into the nearby wetlands resource area. New water mains also reduced the risk of contaminant infiltration – an important improvement given the project’s location downhill from the Superfund site. The project also connected the neighborhood to an adjacent business district with new sidewalks. These combined improvements have resulted in economic, social, and physical benefits for the community.

In addition to designing projects with multiple benefits, investments in public facilities and improvements can be strengthened by working with partners and leveraging non-CDBG resources. In fact, public facilities and improvements projects rarely occur without the use of one or more partners or sources of funding.

Combining multiple funding sources will often enable a project to move forward or to expand in such a way to provide a wider range of benefits to the community.

Furthermore, partnerships and coordination, such as those related to utilities and roadway projects, help the construction process proceed more smoothly and to save money. Imagine a project to replace water and sewer lines on a street. If the grantee were to coordinate with a natural gas company planning to replace gas lines, their coordination would allow for the road to be opened only once. This would minimize disruption to neighboring properties, pedestrians, and vehicular traffic and would save costs.

We’ve discussed why project selection is important. Now let’s discuss how to select a project.

A key concept in sound project selection is to find the best projects that need funding – not funding that needs a project. This is more than a play on words. Grantees can use modules within the eCon Planning Suite and toolkits to help identify their community development needs and make data-driven, place-based investment decisions.

A needs determination should be based on data. Data may come from the American Community Survey or other federal sources, local sources, surveys, studies, and planning documents, such as a capital improvement plan or a consolidated plan.

When assessing needs and considering potential activities, you may ask:

- How do the needs of the project area compare to the rest of the municipality and region?
- Are there gaps in the availability of and accessibility to facilities and improvements when compared to a larger area?
- Is there a clear relationship between the problem or existing condition and the project’s outcome?
- Why is this project in need of funds more than other potential projects?

Community engagement is important at all stages of public facilities and improvements projects, but especially when determining needs.

Grantees are encouraged to conduct outreach beyond the mandatory public hearings and seek to engage with property owners and individual community members. You can do this by conducting surveys, meeting with people in small groups and involving community organizations in planning.

By involving stakeholders in the project selection process, your project can become more responsive to community needs. Greater community support also will help you deal with any unforeseen issues or setbacks later on.

One of the first steps in selecting Public Facilities and Improvements projects is to identify whether potential projects are eligible for CDBG funding.

Acquisition, construction, reconstruction, rehabilitation, and installation of public facilities and improvements are eligible activities.

Examples of public facilities include centers for seniors, persons with disabilities, youth, and child care centers, community centers, homeless shelters, housing for people with special needs, libraries, health clinics, and neighborhood fire stations. Parks and recreational facilities are also public facilities as are buildings owned by non-profit organizations that serve the public.

“Improvements” in the phrase Public Facilities and Improvements are often referred to as infrastructure projects by state and local governments. A few examples include streets and sidewalks, water and sewer improvements, utility lines, flood and drainage systems, and tree planting. Such improvements can also include public art installations and aesthetic improvements like decorative street lighting, benches and planters.

You will need to keep in mind several things as you consider potential public facilities and improvements activities as there are several restrictions.

- Maintenance and repairs of publicly-owned streets, parks and other facilities are ineligible activities. Sometimes there is a gray area between what is considered maintenance or repairs versus construction or rehabilitation. The regulations specifically state certain items are ineligible in 570.207(b)(2)(i), for example, pothole repairs. Generally improvements with a useful life of less than five to eight years are considered repairs and not new construction. For example, road sealing is considered maintenance, while a new asphalt overlay is considered construction.
- Clearance, demolition, and removal of buildings and improvements are eligible activities. This includes movement of structures to other sites and remediation of environmental contamination..
- CDBG cannot cover facility operating costs.
- The purchase of construction equipment is generally ineligible. However, purchasing equipment for use as part of a solid waste disposal facility's operation is eligible.
- Buildings used for the general conduct of government cannot be assisted, but CDBG funds can be used at these properties to remove architectural barriers to provide access for people with disabilities.

- In mixed-use facilities, CDBG may be used if CDBG activities will function in a separate and distinct area and costs associated with these activities can be separated out from the overall facility.

Here's a tip: In the case of less common projects or particularly complicated projects, consult with your HUD field representative or State program staff to ensure that your project is eligible.

Examples of less common projects include construction of:

- Tornado shelters
- Sewer pump stations
- Program facilities by non-profits, including shelters and group homes
- Facilities to host Job Training,
- Shared Workspace and Incubator Sites, including microenterprises, and
- Privately-owned utilities

The installation of broadband infrastructure is an eligible CDBG activity that promotes economic development and financial security by connecting individuals to jobs, schools, financial institutions, and healthcare providers, and helps communities prepare for and respond to natural disasters or other emergencies.

While broadband installation is an eligible CDBG activity, remember you must also meet a national objective. For grantees interested in pursuing installation of broadband, be sure to consult your local HUD Field Office when determining the appropriate national objective.

Once you have determined whether an activity is eligible, you will need to document how it meets one of the three National Objectives:

- Benefit to Low- and Moderate-Income Persons
- Prevention or elimination of Slums and Blight
- Addressing an urgent need that immediately threatens the health and welfare of the community and for which other financial resources are not available.

The most frequently used national objective for public facilities and improvements is Benefit to Low and Moderate Income Persons on an area-wide basis.

When qualifying public facilities and improvements activities on an area-wide basis, it is essential to properly identify the service area. Another consideration is that, on the whole, activities cannot provide benefit to moderate-income persons to the exclusion of low-income persons.

Public facilities and improvements activities can also meet the low-mod limited clientele, low-mod housing, low-mod jobs, urgent need, or elimination of slums and blight national objectives.

For more information on how to qualify public facilities and improvements activities, please refer to the CDBG 101 video product on the Explore CDBG section of the HUD Exchange website.

During project selection, grantees will also need to consider the amount of CDBG and other funds that are required for the project. Some questions they may ask are:

- What proportion of our annual CDBG budget will we need to set aside for this project?
- Will this project require multiple years of funding?
- What other resources are necessary for this project?
- Should we consider seeking a Section 108 loan to finance the project?

Throughout the project selection process, grantees should look for projects that can leverage other funding and to create partnerships that can contribute resources to the project.

Keep in mind that you can offset some of the costs of CDBG investments through assessments on properties owned by persons who are not low and moderate income and by charging modest fees for use of CDBG-funded facilities.

A starting point for identifying partnership opportunities is for grantees to consider how their project relates to the larger community environment. Grantees should explore governmental, private, and philanthropic funding, and their ability to build partnerships that advance their goals.

Some potential public funding sources include local and regional government funding, State programs, the Federal Communication Commission's "Lifeline" Program, Dept. of Agriculture, Dept. of Commerce, Dept. of Transportation, Dept. of Labor, EPA, and FEMA.

Furthermore, CDBG can be paired with private funds, such as developer contributions, non-profit agency matches, and foundation grants.

The best public/private and Federal, State, and Local partnerships build from a common goal. Partnering with other municipal departments, utility companies, nonprofit service providers, and business owners can enhance your investments in public facilities and improvements. Here are some examples:

Example 1: A town uses CDBG funds to reconstruct sidewalks and install ramps accessible to persons with disabilities along the town's main street. The funds are used to leverage a local real estate developer's investment in the redevelopment of a property near main street as an independent living facility, allowing residents a safe path of travel to the nearby business district.

Example 2: A city uses CDBG funds to replace an aging water main near a blighted vacant site, facilitating a private investor's redevelopment of the site as a mixed-use development that attracts new residents and businesses to the area.

In both cases, the value of the CDBG investment is compounded by private investment and results in economic and quality of life benefits to the surrounding community.

Finally, as you select your projects, be mindful of the project timeline. Ask yourself, "What is the timeline for the activity?"

Remember, entitlement grantees need to keep an eye on timely expenditure requirements and State CDBG grantees need to be mindful of timely distribution of funds. Keep in mind that subgrantees and subrecipients often face even shorter timelines to complete their grants than grantees as it takes time for the state or entitlement to conduct a competitive award process.

All grantees should be mindful of these timelines when considering projects that will require a lengthy planning process or involve pre-development work such as land acquisition, demolition or site preparation.

One way grantees can manage large projects to ensure timely expenditure of funds is to divide it into multiple phases. Entitlement grantees can plan to use CDBG funds over multiple awards, ensuring that they spend funds from each award in a timely way. For units of general local government participating in the State CDBG program, phasing Public Facilities and Improvements projects is trickier as funding is not always assured from year to year. In these cases, it is important to ensure that each phase of work can stand as a complete project on its own.

Here's a tip: Always make sure you build in extra time in your schedule to make sure you can meet timely expenditure requirements even if the project runs behind schedule.

Thanks for watching! To continue viewing, click the Planning and Designing the Project video below.

Public facilities and improvements with Community Development Block Grant Funds: Planning and designing the project

During the project selection phase, grantees consider several critical questions including how to maximize project benefits, work with partners, and leverage CDBG funding. With answers to these questions, you are now ready to refine the details of your project through planning and design.

Public Facilities and Improvements projects are often complex and involve multiple players. Everyone needs to have a clear understanding of the scope of work, how it will be funded, and who will do what. Since these projects, by their very nature, affect the community whether they live in the project area or will benefit from the facility, continued engagement with the community helps to ensure their needs are met.

During this stage the grantee works with partners to complete the design, establish roles, secure funding commitments and establish an overall schedule in preparation for procuring a contractor.

Careful planning and design is essential to project success. The more you can discuss early on in the planning and design process, the more smoothly construction will go.

We have discussed why project planning and design is important. Now, let's discuss how to plan and design a successful project.

During project planning, it is the grantee's responsibility to assemble the project team best suited to undertake the project with the available funding.

Partners need to agree on issues such as the overall scope of work and how various sources of funding will be utilized – and at what point in the project, as well as what will happen in the event of cost overruns.

Selecting the project architect or engineer is a key milestone in any public facilities and improvements project. Carefully crafting selection criteria will go a long way towards ensuring that the architect or engineer is able to deliver a quality project on time and on budget.

In addition to experience designing projects comparable to yours, particular attention should be given to the experience of the architect or engineer with CDBG and cross-cutting requirements. This will help avoid delays or cost overruns due to a misunderstanding of program rules and regulations.

Once an architect or engineer is hired, regular check-ins with the community during the planning and design process are mutually beneficial. Community members can alert the architect or engineer to details and uses of the site which they and the grantee may not be aware of and may need to accommodate in their design.

One way to do this is to host a site-walk. Pick a time convenient to the neighborhood residents, for example Saturday morning if most people in the area are at work during the week. Walk the project site with printouts of design plans to give the community an opportunity to see how they may be individually affected by the project prior to finalizing design and moving into construction.

Involving the community in the design process fosters a sense of ownership among stakeholders. And keeping neighbors and the general public aware of the planning timeline and critical project milestones maintains their interest and investment in the project. Remember that these people are the primary users of the improvement, so their ideas matter.

In addition to meeting with community members, before the design is finalized, grantees will want to confer with public safety responders to ensure that the project is designed for adequate access to the project area during construction and upon completion.

During project design, grantees and partners must define the project budget, secure other sources of funding and scale the scope of the project to funds available. Along with producing plans, the architect or engineer is responsible for preparing a cost estimate that will be used for analyzing construction bids. The architect or engineer should also recommend cost control measures to employ. Sometimes this involves dividing work into multiple phases. Another technique is for the architect or engineer to identify a base scope of work and alternate work that can be incorporated into the project if enough funds are available. Whichever technique you use, the scope of the project and anticipated costs must be clearly defined prior to procuring a contractor.

Also, you will need to determine who is going to carry out construction, whether you will use outside contractors, municipal employees, or a combination of the two. When using municipal staff, you will need to define specific roles and what, if any, positions you will need to fill, and what professional services you will procure. Remember that you can increase community benefits by hiring local contractors, including those certified under Section 3.

In addition to assembling the project team, during project planning, you will need to determine what approvals are needed or are important and build them into the project timeline. Typically, grantees need to secure:

- HUD/federal environmental review clearances, and
- Permits issued by federal, state, regional and local environmental and land use regulatory bodies.

Understanding environmental review and permitting requirements is a critical step in project planning as they can impact the budget, timeline, and the overall viability of the project.

Grantees should consider the anticipated level of environmental review and permitting and be sure to adjust their pre-development timeline and expectations accordingly.

Here's a tip: Start the environmental review process early. If possible, one way to get a head start is by completing a draft of the Environmental Review Record, or ERR. For some State programs, units of general local government are required to complete this process before submitting a competitive application in order to demonstrate a readiness to proceed upon receipt of funding.

Thanks for watching! To continue viewing, click the Procurement for the Project video below.

Public facilities and improvements with Community Development Block Grant Funds: Procurement for the Project

Your project is now designed and it is time to move on to construction procurement – a milestone that has great influence on a project's success.

Procuring the contractor is typically the responsibility of the grantee. For activities that involve nonprofit-owned facilities, the nonprofit subrecipient usually conducts procurement.

The overarching objective when selecting a contractor is to ensure that the contractor will complete a high quality project within the budget, on time, and with minimal disruption to the surrounding community.

The procurement process for all contractors should be geared toward, delivering on a timely basis the best value product or service, while maintaining the public's trust and fulfilling public policy objectives.

In short, the grantee should assemble a team that is the most efficient, capable, and reasonably priced, using a transparent and competitive procurement process.

Part of the purpose of a competitive procurement process is to demonstrate transparency. There are many layers of procurement rules – federal, state and sometimes local rules – and grantees must follow all those applicable to their situation. In all cases, the stricter procurement regulations govern.

Be sure to adhere to the law and maintain complete and accurate records of the procurement process.

In this section we will focus our discussion on procuring the construction team. While you will likely need to procure other team members, such as a project architect or engineer, for simplicity we are focusing on securing the general construction contract as it is the most complicated and arduous process.

As a rule, grantees should be wary of low bidders who are incapable of completing or delivering a quality project. To the extent allowed by federal, state, and local procurement requirements, include provisions

in your procurement process that will incorporate experience and qualifications in selecting the contractor.

We have discussed why procurement is a critical component of your project. Now, let's discuss how to procure a contractor for your project.

The first step when procuring a contractor is to determine the procurement method and type of contract that is applicable to the project. There are several procurement methods, including sealed bid, competitive proposals, small purchase, and micro-bids.

The nature of the project and its expected cost determine the procurement method. Usually, a sealed bid is used for procuring construction contracts, a competitive proposal is used for professional services, and small purchase and micro-bids are used for either specific goods or services below a certain dollar amount. That dollar amount may depend on state or local requirements.

For a variety of reasons, projects sometimes fail to generate competitive bids. If a compelling reason exists to make a single source award rather than re-bid a project, grantees need to document it in the project file and provide a reasonable justification for a non-competitive procurement. It is advisable to discuss the situation with your State Program or HUD field office staff in these cases.

Beyond the method of procurement, grantees may also use different ways to structure compensation or the method of payment for a contract. These include:

A Lump Sum/Fixed Price Contract. The advantages of this type of contract include:

- The job will be finished within stated cost and is therefore more predictable.
- The contractor gets paid the full amount and has an incentive to work efficiently.

Some disadvantages of a Lump Sum/Fixed Price Contract are:

- Prices can be inflated. It is hard to estimate exact costs and contractors may add extra money to their bid to mitigate against errors or unknown conditions.
- This type of contract may also require greater oversight by the grantee to ensure that the contractor is not cutting corners.

Two other types of contracts are a Time and Materials contract and a Unit Price contract.

Grantees may use a time and materials contract only after a determination that no other contract is suitable for the project. Time and Materials contracts can help keep costs manageable though with these contracts, there is a disincentive for the contractor to work in a timely manner since he or she is being paid at a set hourly rate. To mitigate this risk, grantees must provide careful oversight during construction and include a ceiling price in the contract that the contractor exceeds at his or her own risk.

The last type of contract we will discuss is a Unit Price contract. An advantage of a Unit Price contract is that it is based on estimated quantities of materials so the grantee has a sense of the overall cost. However, the grantee is only charged for the actual amount of material used. These contracts are best suited to public works and road projects with repetitive and easily quantifiable tasks.

A disadvantage is that quantity estimates can be unpredictable, which may result in fewer accomplishments than expected, especially if there is a limited budget for the project. Usually, grantees specify a cost ceiling within the contract to mitigate the chances of major cost overruns.

When procuring for construction, a well-structured bid process will help ensure that you hire the best available contractors. For a successful bid process, consider the following:

- Are there particular things that every contractor should have; that is, what are the pre-qualification requirements?
- Will you hold pre-bid meetings? If so, will they be mandatory or optional?
- What is the schedule? Time the procurement to maximize your ability to work in the warmer months if winter weather is a concern in your area.

You will want to ensure your bid documents are complete. In addition to specifying how you will determine an award, make sure to include:

- All terms and conditions
- Technical specifications and drawings
- Bid bond requirements
- Basis for Payment-
- CDBG rules and regulations
- Federal, State or local licensing or certification requirements
- Disabled, Minority and Women Business Enterprises and Section 3 requirements
- Include all applicable federal and state prevailing wage rates and labor standards provisions, including the appropriate Davis-Bacon Wages

To increase benefits to the community, when advertising the bid opportunity, ensure wide dissemination of the notice and that you are reaching Disabled, Minority and Women Business Enterprises and local contractors, including certified Section 3 contractors. Often, grantees will advertise in local newspapers, construction publications, state and local websites. Make sure to advertise far enough ahead of time so contractors have time to prepare their bids.

Sometimes adjustments to the bid materials are needed during the bid period. Be sure to check for any modifications to wage rates and issue clarifications and addenda as needed.

Once bids have been opened, there are still several steps required to complete the contractor procurement process. You will need to:

- Check the completeness and accuracy of the bid
- Ensure the bid's cost reasonableness by comparing to the architect's or engineer's estimate and other bids
- Check references and contractor debarment status and document your procurement files

- Ensure the contractor does not have any conflicts of interest
- Select bid alternates, in case there is an issue with the primary bid award
- Issue a Notice of Award and solicit a Contractor's Acceptance of Award
- Execute a contract
- Obtain bonds and insurance certificates
- Approve the contractor's schedule
- Notify public safety agencies, the community and owners of adjacent properties that work will begin soon
- Verify that the contractor has obtained the required permits , and
- Issue the Notice to Proceed

This may sound like a lot to do, and it is. A well-organized and thorough checklist can help you stay on track and ensure you complete all tasks.

Thanks for watching! To continue viewing, click the [Construction: How to Successfully Complete Your Project](#) video below.

Public facilities and improvements with Community Development Block Grant Funds: Construction – how to successfully complete your project

Prior to breaking ground, the grantee should establish a clear chain of command to ensure proper oversight of the project.

Project roles can vary, however, the grantee typically acts as team leader, and is responsible for enforcing all federal requirements and monitoring the budget and all work.

The project architect or engineer monitors the contractor's work to ensure that it meets the technical specifications, payment requests are accurate and the work is of good quality.

Sometimes, grantees can hire a separate inspector or Clerk of the Works to oversee day to day construction. This inspector is responsible for being on site daily, keeping a journal of site conditions and activity, and communicating with the grantee and project architect or engineer when issues arise.

There are numerous considerations for effective project management during construction. The grantee or its agent must ensure that:

- The project progresses in an efficient and effective way. This includes financial oversight and inspections of the work.
- The project complies with all applicable regulations, and adequate records and documentation are kept. For example, job site notices must be posted and wage reports reviewed and filed.
- The project stays on schedule and within budget. The contractor should update the schedule frequently, and the grantee should check in with the inspector to forecast expenditure of funds.

- Communication with team members and the public is regular and ongoing. Grantees should make every effort to notify the community of project milestones, through distributing leaflets door-to-door or by posting regular project updates to their website.

Grantees are responsible for the financial accountability, project management, and compliance matters of their Public Facilities or Improvements project. Procedures to ensure financial accountability should include:

- Reviewing and approving the contractor's schedule of values or unit pricing; discussing inconsistencies in values with the Project architect or engineer.
- Ensuring written approval of Work Change Orders; all change orders must be signed by the contractor and grantee.
- Ensuring that contractor Payment and Performance Bonds and Insurance Certificates remain current.
- Manage Federal Labor Standards Compliance tasks; monitor for Davis-Bacon compliance; Review certified payrolls, verify information through job-site interviews, and ensure contractor compliance.
- Ensure that you have documentation of payments and other required sign-offs.
- Retain records and all applicable documentation in accordance with regulatory requirements. It is good practice to retain permanently a full set of drawings that document the project as completed, also known as "as-builts", in the Public Works or Building departments.

The grantee should regularly oversee the project's progress by making frequent inspections at the work site. During these visits, you should:

- Discuss the project with your inspector in order to be aware of current or pending issues. Best practice dictates that the grantee or inspector maintain a Project Log that records daily activity on site and construction progress.
- Signage and postings are an integral component of the job site and for significant projects within the community a project sign that describes the project, funding sources, and key players may be posted.
- Additionally, labor standards compliance, Equal Employment Opportunity, worker/site safety postings, and detour or warning signs need to be maintained and visible at the site.
- During site visits, the grantee should examine the work site to ensure that conditions provide for adequate worker and site safety.

Prior to issuing final payments to the contractor, in addition to securing all authorized signoffs, be sure to obtain:

- As-built drawings and other end-of-project considerations (suppliers for replacement parts, operating and maintenance manuals, etc.)

- Manufacturer warranties
- Certificate of Completion
- Lien waivers from subcontractors and materials suppliers
- Also, resolve any Federal Labors Standards and wage rate issues prior to final payment

Project completion signifies the symbolic turnover of the project to the community. A ribbon cutting or dedication is one way to both thank the community for its efforts and patience during construction and to illustrate the benefits of CDBG investment.

Recording accomplishments is a key component to closing out activities. Key steps include completing required reporting to funders and documenting a project's impact such as before and after photos, and statistics that describe the project accomplishments.

Here's a tip: Program Managers can create short project descriptions with key details and photos. This will be useful for elected officials and partners who want to publicize the accomplishments. Check out the CDBG Project Profiles Website on the HUD Exchange for examples and to create a project profile for your own project.

Measuring a project's impact can assist with future public facilities planning by helping grantees better understand conditions that enable projects to succeed. Metrics relating to impacts also provide useful information to HUD and elected officials to demonstrate the valuable role of CDBG funds in community infrastructure investments.

Grantees should measure the impacts of their investments. For example, you may want to measure the linear feet of roadway replaced, or the number of persons with new or improved access to water and sewer. Furthermore, grantees may want to describe the outcomes of their improvements, such as greater pedestrian traffic in a business district or fewer children with elevated lead levels from contaminated drinking water.

Thanks for watching! To continue viewing, click the Summary video below.

Public facilities and improvements with Community Development Block Grant Funds: Summary

This video tutorial has shown how communities can plan and implement public facilities and improvements projects to build stronger communities.

Public Facilities and Improvements projects can have a positive impact on the surrounding community – but the construction of projects can be disruptive and can reshape neighborhoods in unanticipated ways. It is important for grantees and project architects or engineers to view community members as resources and partners in a project, since ultimately they will be the most affected and have the best understanding of community needs and wishes.

Public Facilities and Improvements projects are often complex, with multiple stakeholders, funding

sources, and partners. Large construction projects can be costly and lengthy, and setbacks are almost inevitable. Grantees should give careful oversight of projects to navigate the regulatory pathways and execute the overall construction plan.

Finally, it is important to remember to celebrate accomplishments. Public Facilities and Improvements projects typically require tremendous effort and substantial amounts of funding, but the results can have a lasting impact on the community. Acknowledging accomplishments – both along the way and upon project completion - honors the efforts of all involved and promotes future investment.



Date: July 22, 2020
To: Honor Mayor and City Council
From: Rudy Hernandez, Financial Consultant
Subject: Adopt Resolution No.2020 - Adopting the Annual Appropriations Limit for Fiscal Year 2020-21.

Attachments: None.

BACKGROUND:

In November 1979, the voters of the State of California approved Proposition 4, commonly known as the "Gann Initiative". The proposition created Article XIII B of the State Constitution placing limits on the amount of revenue which can be spent by all entities of the government. Proposition 4 became effective for the 1980-81 fiscal year, however the formula for calculating the limits was based on the 1978-79 "base year" revenues. Proposition 111, approved by the voters in June 1990, provided new adjustment formulas to make the Appropriations Limit more responsive to local growth issues.

The Appropriation Limit applies to "all taxes levied by and for" an agency. This would include revenue received from property tax, sales tax, business license tax, motor vehicle fines, etc. It does not include Enterprise Fund revenues or Successor Agency's tax increment revenues. (Successor Agencies did not have the power to levy a property tax and were therefore exempt from the Appropriation Limit requirements.)

Article XIII B of the California Constitution specifies that each City, when calculating their Appropriation Limit, may choose the growth in California per Capita Income or the growth in non-residential assessed valuation due to new construction within the City and the population growth of the City or that of the County of Fresno. These are both annual elections.

For the 2020-21 Appropriation Limit, the City of Orange Cove has used the change in California's per capita personal income and the population growth of the City of Orange Cove. Proposition 111 requires a review of the Appropriations Limit during the annual financial audit. The limit applies both to appropriation of tax proceeds and taxes received. For fiscal year 2019-20, both revenues and appropriations are well within the Constitutional limit of \$3,683,593.

RECOMMENDATION:

That the City Council adopt Resolution No. 2020- establishing the 2020-21 Appropriation Limit at \$3,827,989.

FISCAL IMPACT:

None.

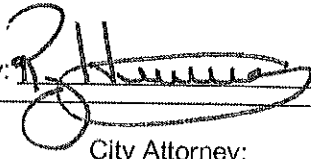
ACTIONS FOLLOWING APPROVAL:

The Mayor will sign the resolution.

CONFLICTS OF INTERESTS:

None.

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: _____

RESOLUTION NO. 2020-

**A RESOLUTION OF THE CITY COUNCIL OF THE
CITY OF ORANGE COVE ADOPTING THE ANNUAL
APPROPRIATIONS LIMIT FOR FISCAL YEAR 2020-21**

WHEREAS, Article XIIB of the California Constitution requires cities to adopt annual appropriation limits; and

WHEREAS, the annual adjustment factors used in determining the appropriation limit require a recorded vote of the City Council; and

WHEREAS, any challenge to the appropriation limit must be brought within 45 days of the effective date of this resolution.

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. That the Appropriation Limit for Fiscal Year 2020-21 is hereby set at \$3,827,989 and that one copy of the Appropriation Limit Worksheet, attached hereto and made a part of hereof, describes how the appropriation limit was computed.
3. That the City has used the change in California's per capita personal income and the City's population growth as annual adjustment factors for determining the Appropriation Limit, but that these factors may change in the future should other pertinent information become available.
4. Any challenges to said Appropriation Limit must be filed in writing with the City no later than 45 days after the adoption of this Resolution.
5. 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.
6. 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 by the City Council of the City of Orange Cove at a meeting held on July 22, 2020, by the following vote:

AYES:

NOES:

ABSENT:

ABSTAIN:

Victor P. Lopez, Mayor

ATTEST:

APPROVED AS TO FORM

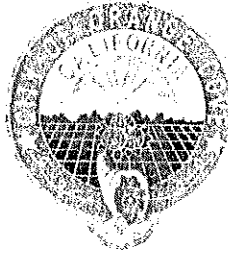
June Bracamontes, City Clerk

Dan McClosky, City Attorney

CITY OF ORANGE COVE
 APPROPRIATIONS LIMIT SCHEDULE
 FOR THE FISCAL YEAR ENDING JUNE 30, 2020

	AMOUNT	SOURCE
A. Appropriations limit for the year ending June 30, 2019	\$ 3,683,593	Prior year schedule
B. Calculation Factors:		
1. Population increase %	0.9996	City of Orange Cove
2. Inflation increase %	<u>1.0396</u>	Dept. of Finance
3. Total adjustment factor %	1.0392	
C. Annual Adjustment Increase	\$ <u>144,396</u>	(B3 x A)
D. Appropriation limit for the year ending June 30, 2020	\$ <u>3,827,989</u>	(A+C)

1. Pursuant to Government Code Section 7910, the Orange Cove City Council will consider adopting a resolution on July 25, 2018 to establish its appropriation limit for fiscal year 2018-19. Documentation used in the determination of the appropriations limit is available for public inspection during regular business hours, at the City Hall located on 633 6th Street, Orange Cove, CA 93646.
2. The 2020-21 appropriations limit was developed based upon information provided by the State of California Department of Finance and Government Code Section 7900 et seq. using the per capital personal income and population change method.
3. The above illustrates the appropriation limit for the 2020-21 fiscal year has been calculated at \$3,827,989. This limit applies both to appropriation of tax proceeds and taxes received. Both revenues and appropriation for fiscal year 2019-20 are well within the Constitutional limits.



Date: July 22, 2020
To: Mayor and City Council
From: Rudy Hernandez, Interim City Manager
Subject: Approval of Transportation Funding Claim for Fiscal Year 2020-21.
Attachments: Transportation Funding Claim For Fiscal Year 2020-21.

BACKGROUND:

Attached for your review is the Transportation Funding Claim for Fiscal Year 2020-21 for the City of Orange Cove. Per my discussion with the Fresno Council of Governments (COG) staff, the City Council must approve the Transportation funding claim prior to submittal to COG.

RECOMMENDATION:

That the City Council approve the attached Transportation Funding Claim for Fiscal Year 2020-21.

EXECUTIVE SUMMARY:

In order for the City to obtain the Transportation Development Act (T.D.A.) funds, the City must do the following:

1. Approve and submit the Transportation Funding Claim for Fiscal Year 2020-21 to COG.
2. Submit to COG the prior year 2018-19 T.D.A. audit.

Prepared by: Rudy Hernandez

REVIEW: City Manager: ✓

Approved by: [Signature]

Finance: _____

City Attorney: _____

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

Enter Date: **7/22/2020**Claimant Name: **City of Orange Cove****TRANSPORTATION FUNDING CLAIM FOR FISCAL YEAR: 2020/21**

Instructions: Please note that each page of this claim is a separate worksheet, please click through all tabs and complete. Also note that light yellow fields require an entry if applicable, light grey fields contain formulas that will automatically calculate based on corresponding entries. A date and claimant name field is at the top of the first page, and automatically repeats on following pages, (date should be formatted 00/00/0000)

When completed, please print, sign and send signed original via mail to:

**Les Beshears, Director of Finance, Fresno Council of Governments, 2035 Tulare Street, Suite 201,
Fresno, CA 93721**

From: Applicant:	City of Orange Cove
Address:	633 6th Street
City/State/Zip:	Orange Cove, CA. 93646
Contact Phone/email:	Rudy Hernandez, 559-626-4488 Ext.216, rudy@cityoforange Cove.com

This applicant is an eligible claimant pursuant to Section 99203 of the Public Utilities Code and certifies that the following transportation funds are available to be claimed:

Local Transportation Fund

Apportionment:	\$ 366,133.00
Unexpended, Held by Claimant:	
Other Agency:	

State Transit Assistance Fund

Estimate:	\$ 81,563.00
Unexpended, Held in Trust:	\$ 84,091.00

Other

Other:	
--------	--

	TOTAL
	\$ 531,787.00

spell out total amount in above cell

for the purposes and respective amounts specified in the attached claim be drawn from the Local Transportation Fund and State Transit Assistance Fund.

Please print and sign after completing form

Authorized Signature:

Name/Title:

Rudy Hernandez, Interim City Manager

Date:

7/22/2020



**Fresno Council
of Governments**

2035 Tulare St., Ste. 201 tel 559-233-4148
Fresno, California 93721 fax 559-233-9645

www.fresnocog.org

Enter Date: 7/22/2020

Claimant Name: City of Orange Cove

TRANSPORTATION FUNDING CLAIM DETAIL FOR FISCAL YEAR: 2020/21

PURPOSE	AMOUNT	SUBTOTAL
1. Bicycle & Pedestrian Facilities:		
Article 3:	\$ 7,301.00	
Article 8a:		
Audit Exceptions (General Fund Payback);		
Unexpended Funds, Held by Claimant:		
		\$ 7,301.00
2. Regional Transportation Planning:	\$ 10,196.00	\$ 10,196.00
3. Public Transportation		
State Transit Assistance Funds (STA):	\$ -	
Other:		
		\$ -
4. Community Transit Service CTSA, Article 4.5:	\$ 18,964.00	\$ 18,964.00
5. Streets & Roads:		
Article 8a:	\$ 247,834.00	
Unexpended Funds, Held by Claimant:		
		\$ 247,834.00
6. To Be Claimed By:		
Fresno County Rural Transit Agency LTF:	\$ 81,838.00	
Fresno County Rural Transit Agency STA:	\$ 165,654.00	
Other:	\$ -	
		\$ 247,492.00
7. Reserve in Fund Pending Further Claiming		\$ -
	GRAND TOTAL	\$ 531,787.00
	Claim Total Must Agree With Total on First Page	\$ 531,787.00
	Minus Non Transit Claims	\$ 276,652.00
	GRAND TOTAL PAYABLE TO CLAIMANT	\$ 255,135.00

Allocation instructions and payment by the Fresno County Auditor-Controller to the applicant is subject to such monies being available for distribution, and to the provisions that such monies will be used only in accordance with the rules and regulations of the Transportation Development Act.

Enter Date: **7/22/2020**Claimant Name: **City of Orange Cove****BICYCLE AND PEDESTRIAN FACILITIES FOR FISCAL YEAR: 2020/21**

Two percent (2%) of the claimant's Local Transportation Fund apportionment must be spent on bicycle and pedestrian facilities (PUC 99233.3 and 99234); such claims are to be filed as Article 3. Claims for projects in excess of 2% may be filed as Article 8a (PUC 99400(a)). If other funding is to be used with Local Transportation Funds to implement projects, such funding should be shown on the claim form.

PROJECT TITLE & BRIEF DESCRIPTION	PROJECT COST
1. Various Bicycle & Pedestrian Facilities throughout the claimant's jurisdiction:	\$ 7,301.00
AND/OR:	
Other - describe briefly if applicable:	\$ -
Other - describe briefly if applicable:	\$ -
Other - describe briefly if applicable:	\$ -
TOTAL PROJECT COSTS	\$ 7,301.00

STREETS AND ROADS CLAIM FOR FISCAL YEAR: 2020/21

Local Transportation Funds coming to claimants within Fresno County may be used for streets and roads improvements and maintenance pursuant to Article 8 (PUC 99400), but only after Fresno COG makes a finding that public transportation needs within the claimant's jurisdiction are reasonably met by satisfying the service requirements set forth by the Regional Transportation Plan (PUC 99401.5).

PROJECT TITLE & BRIEF DESCRIPTION	PROJECT COST
1. Development, Construction & Maintenance Facilities throughout the claimant's jurisdiction:	\$ 247,834.00
AND/OR:	
Other - describe briefly if applicable:	\$ -
Other - describe briefly if applicable:	\$ -
Other - describe briefly if applicable:	\$ -
Other - describe briefly if applicable:	\$ -
TOTAL PROJECT COSTS	\$ 247,834.00

Enter Date: 7/22/2020

Claimant Name: City of Orange Cove

CONTINGENCY PROJECT LISTING FOR FISCAL YEAR: 2020/21

CHECK ALL THAT APPLY (Enter "X" in yellow box)

BICYCLE AND PEDESTRIAN FACILITIES

☒ Article 3

PUBLIC TRANSPORTATION

☐ Article 4

STREETS & ROADS

☒ Article 8a

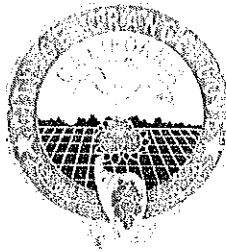
STANDARD ASSURANCES FOR CLAIMANTS

CLAIMANT ASSURANCES: (initial yellow box all that apply)

- ☒ A. Claimant certifies that it has submitted a satisfactory, independent fiscal audit, with required certification statement, to the RTPA and to the State Controller, pursuant to PUC 99245 and 21 Cal. Code of Regulations Section 6664 for the prior fiscal year (project year minus two). Claimant assures that this audit requirement will be completed for the current fiscal year (project year minus one).
- ☒ B. Claimant certifies that it has submitted a State Controller Report to the RTPA and to the State Controller, pursuant to PUC 99243.

The undersigned hereby certifies that the above statements are true and correct.
Please print and sign after completing form

Authorized Signature: _____
Name/Title: Rudy Hernandez, Interim City Manager
Date: 7/22/2020



Date: July 22, 2020
To: Mayor and City Council
From: Rudy Hernandez, Interim City Manager
Subject: Adoption of Resolution Submitting a Request to the Fresno County Transportation Authority for FY 2020-21 Measure C Revenue and Requesting Distribution of said funds.
Attachments: Resolution and Certification and Claim Forms for FY 2020-21

BACKGROUND:

The Fresno County Transportation Authority, at its June 3, 2020 board meeting, adopted the attached Measure C extension Local Transportation Purposes Pass-Through Projects and Program Funds apportionment for the fiscal year 2020-21 (Resolution 2020-01). As a result, local agency pass-through revenues from the Measure C Extension are available to claim for fiscal year 2020-21 using the numbers attached. These funds will be distributed monthly on a proportional basis as funds are received and based upon adopted percentages for each participating jurisdiction.

RECOMMENDATION:

That the City Council approve the attached resolution submitting a request to the Fresno County Transportation Authority for FY 2020-21 Measure C Extension Local Transportation Pass Through Funds and requesting Distribution of said funds.

EXECUTIVE SUMMARY:

To begin distribution of the collected funds as soon as possible, it is required that each agency furnish the Transportation Authority with an executed FY 2020-21 Certification and Claim Form for each subprogram allocation along with an appropriate resolution from that agency. One resolution that specifically addresses each of the subprogram claim forms and appropriate percentages allocated will be sufficient.

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: _____

RESOLUTION NO. 2020- 22

A RESOLUTION OF THE COUNCIL OF THE CITY OF ORANGE COVE, CALIFORNIA,
SUBMITTING A REQUEST TO THE FRESNO COUNTY TRANSPORTATION
AUTHORITY FOR FISCAL YEAR 2020-21 MEASURE C EXTENSION LOCAL
TRANSPORTATION PASS THROUGH FUNDS AND REQUESTING DISTRIBUTION OF
SAID FUNDS

WHEREAS, the City of Orange Cove is an eligible claimant of funds for Measure C Extension Local Transportation Pass-Through Projects and Program Funds pursuant to California Public Utilities Code Section 142257; and

WHEREAS, the Fresno County Transportation Authority has adopted a Resolution of Apportionment for FY 2020-21 Measure C Extension Local Transportation Pass-Through Projects and Program Funds, setting the City of Orange Cove's percentages at the following:

- 1.22 % of \$11,007,248 (or \$133,998) for the Local Transportation Program, Local Allocation – Street Maintenance Category sub program;
- 1.23% of \$382,235 (or \$4,690) for the Local Transportation Program, Local allocation – ADA Compliance Category sub program;
- 1.41% of \$10,990,932 (or \$155,189) for the Local Transportation Program, Local Allocation – Flexible Funding Category sub program; and

WHEREAS, said percentages shall be the proportionate share of Measure C Extension Local Transportation Pass-Through Projects and Program Funds to which the City is entitled within the fiscal year.

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

- 1) The City hereby submits its Local Transportation Purposes Certification and Claims for Fiscal Year 2020-21 Measure C Extension Local Transportation Pass-Through Projects and Program Funds.
- 2) The City hereby requests the release of funds to the City on a monthly payment basis consistent with the adopted percentages listed above, based on actual receipts.
- 3) The City Council further certifies:
 - a) That Local Transportation Purpose Funds will not be used to substitute for property tax funds which the City had previously used for local transportation purposes; and
 - b) That the City has and will segregate property tax revenues used to support local transportation purposes so that verification of non-substitution can be proved through audit; and

- c) That the City shall separately account for Local Transportation Purposes Funds received, pursuant to Public Utilities Code Section 142257. The City shall maintain records in accordance with generally accepted accounting principles, and shall separately record expenditures for each type of eligible purpose. The City shall make such records available to the Authority for inspection or audit at any time; and
- d) That the City shall complete the prior fiscal years reporting requirements and claim forms no later than November 15, 2021. Reports not filed with the Authority by November 15, 2021 will result in a stoppage of allocations until a completed report is filed for each program and sub-program.
- 4) The City understands that should a financial or compliance audit reveal that the City of Orange Cove violated any of the requirements set forth in paragraph 3 (a) (b) or (c), that the Fresno County Transportation Authority may seek to take immediate steps to resolve the violation in accordance with its adopted procedures.
- 5) 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.
- 6) 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 July 22, 2020, by the following vote:

CLERK'S CERTIFICATION

The undersigned City Clerk of the City of Orange Cove hereby attests and certifies that the foregoing is a true and full copy of Resolution No. 2020- adopted at a regular meeting of the City Council on July 22, 2020 by the following vote:

AYES:
NOES:
ABSENT:
ABSTAIN:

ATTEST:

June Bracamontes, City Clerk

**MEASURE C EXTENSION
LOCAL TRANSPORTATION PASS THROUGH REVENUES
CERTIFICATION AND CLAIM FOR FY2020-21**

TO: Fresno County Transportation Authority

FROM: City of Orange Cove
Local Agency Name

Address: 633 Sixth St., Orange Cove, CA 93646

Contact: Rudy Hernandez, Interim City Manager

Telephone: (559) 626-4488 x216 FAX: _____

Email Address: rudy@cityoforange Cove.com

1. Applicable Funding Program: (Check One)

Regional Public Transit Program

- ☐ Fresno Area Express
- ☐ Clovis Transit
- ☐ FCRTA
- ☐ PTIS/Transit Consolidation
- ☐ ADA/Seniors/Paratransit
- ☐ Farmworker Van Pools
- ☐ Car/Van Pools
- ☐ New Technology Reserve

Local Transportation Program

- ☒ Street Maintenance
- ☐ ADA Compliance
- ☐ Flexible Funding
- ☐ Pedestrian/Trails Urban
- ☐ Pedestrian/Trails Rural
- ☐ Bicycle Facilities
- Regional Transportation Program*
- ☐ Fresno Airports

Alternative Transportation Program

- ☐ Rail Consolidation Subprogram
- Environmental Enhancement Program*
- ☐ School Bus Replacement
- ☐ Transit Oriented Infrastructure for In-Fill
- Administrative/Planning Program*
- ☐ Fresno COG

2. The City of Orange Cove ("claimant") is an eligible claimant of funds for local transportation purposes pursuant to *Local Agency Name* California Public Utilities Code Section 142257.

3. The Fresno County Transportation Authority has adopted a Resolution of Apportionment for Fiscal Year 2020-2021 setting 1.22% of \$11,007,248 (or \$133,998) for the Subprogram or Category of funds checked above and available to the claimant. On behalf of claimant, I hereby request release of the funds to claimant in accordance with:

- (a) Monthly payments consistent with adopted percentage, based on actual receipts
- (b) Compliance with Steps A and B of the Strategic Implementation Plan (SIP) – Local Agency Pass-Through Funding programs and Other Revenue Program Funding

4. On behalf of claimant, I hereby certify as follows:

- (a) That the Subprogram or Category of funds checked above are not being used to substitute for property tax funds which claimant had previously used for local transportation purposes. Such substitution of property tax funds is prohibited by California Public Utilities Code Section 142257.
- (b) That claimant has segregated property tax revenues from claimant's other general fund revenues used to support the Subprogram or Category of funds checked above so that verification of non-substitution can be proved through audit or that the non-substitution of funds shall apply to claimant's entire general fund.
- (c) That claimant shall account for Subprogram or Category of funds checked above and received pursuant to Public Utilities Code Section 142257. Claimant shall maintain current records in accordance with generally accepted accounting principles and shall separately record expenditures for each type of eligible purpose. Claimant shall make such records available to the Authority for inspection or audit at any time.

5. Claimant understands that should financial or compliance audit exceptions be found, the Fresno County Transportation Authority will take immediate steps to resolve the exceptions in accordance with its adopted procedures.

Authorized Signature:

Title: Interim City Manager

Date: 7/22/2020

ATTACHMENT: Evidence of Formal Action for Approval and Submittal

Approved by: Fresno County Transportation Authority Board on: _____

**MEASURE C EXTENSION
LOCAL TRANSPORTATION PASS THROUGH REVENUES
CERTIFICATION AND CLAIM FOR FY2020-21**

TO: Fresno County Transportation Authority

FROM: City of Orange Cove
Local Agency Name

Address: 633 Sixth St., Orange Cove, CA 93646

Contact: Rudy Hernandez, Interim City Manager

Telephone: (559) 626-4488 x216 FAX: _____

Email Address: rudy@cityoforange Cove.com

1. Applicable Funding Program: (Check One)

Regional Public Transit Program

- ☐ Fresno Area Express
- ☐ Clovis Transit
- ☐ FCRTA
- ☐ PTIS/Transit Consolidation
- ☐ ADA/Seniors/Paratransit
- ☐ Farmworker Van Pools
- ☐ Car/Van Pools
- ☐ New Technology Reserve

Local Transportation Program

- ☐ Street Maintenance
- ☒ ADA Compliance
- ☐ Flexible Funding
- ☐ Pedestrian/Trails Urban
- ☐ Pedestrian/Trails Rural
- ☐ Bicycle Facilities
- Regional Transportation Program*
- ☐ Fresno Airports

Alternative Transportation Program

- ☐ Rail Consolidation Subprogram
- Environmental Enhancement Program*
- ☐ School Bus Replacement
- ☐ Transit Oriented Infrastructure for In-Fill
- Administrative/Planning Program*
- ☐ Fresno COG

2. The City of Orange Cove ("claimant") is an eligible claimant of funds for local transportation purposes pursuant to *Local Agency Name* California Public Utilities Code Section 142257.

3. The Fresno County Transportation Authority has adopted a Resolution of Apportionment for Fiscal Year 2020-21 setting 1.23% of \$382,235 (or \$4,690) for the Subprogram or Category of funds checked above and available to the claimant. On behalf of claimant, I hereby request release of the funds to claimant in accordance with:

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- (c) That claimant shall account for Subprogram or Category of funds checked above and received pursuant to Public Utilities Code Section 142257. Claimant shall maintain current records in accordance with generally accepted accounting principles and shall separately record expenditures for each type of eligible purpose. Claimant shall make such records available to the Authority for inspection or audit at any time.

5. Claimant understands that should financial or compliance audit exceptions be found, the Fresno County Transportation Authority will take immediate steps to resolve the exceptions in accordance with its adopted procedures.

Authorized Signature: _____

Title: Interim City Manager

Date: 7/22/2020

ATTACHMENT: Evidence of Formal Action for Approval and Submittal

Approved by: Fresno County Transportation Authority Board on: _____

**MEASURE C EXTENSION
LOCAL TRANSPORTATION PASS THROUGH REVENUES
CERTIFICATION AND CLAIM FOR FY2020-21**

TO: Fresno County Transportation Authority

FROM: City of Orange Cove
Local Agency Name

Address: 633 Sixth St., Orange Cove, CA 93646

Contact: Rudy Hernandez, Interim City Manager

Telephone: (559) 626-4488 x216 FAX: _____

Email Address: rudy@cityoforange.com

1. Applicable Funding Program: (Check One)

Regional Public Transit Program

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- ☐ Clovis Transit
- ☐ FCRTA
- ☐ PTIS/Transit Consolidation
- ☐ ADA/Seniors/Paratransit
- ☐ Farmworker Van Pools
- ☐ Car/Van Pools
- ☐ New Technology Reserve

Local Transportation Program

- ☐ Street Maintenance
- ☐ ADA Compliance
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3. The Fresno County Transportation Authority has adopted a Resolution of Apportionment for Fiscal Year 2020-21 setting 1.41% of \$10,990,932 (or ~~\$155,189~~) for the Subprogram or Category of funds checked above and available to the claimant. On behalf of claimant, I hereby request release of the funds to claimant in accordance with:

- (a) Monthly payments consistent with adopted percentage, based on actual receipts
- (b) Compliance with Steps A and B of the Strategic Implementation Plan (SiP) – Local Agency Pass-Through Funding programs and Other Revenue Program Funding

4. On behalf of claimant, I hereby certify as follows:

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- (b) That claimant has segregated property tax revenues from claimant's other general fund revenues used to support the Subprogram or Category of funds checked above so that verification of non-substitution can be proved through audit or that the non-substitution of funds shall apply to claimant's entire general fund.
- (c) That claimant shall account for Subprogram or Category of funds checked above and received pursuant to Public Utilities Code Section 142257. Claimant shall maintain current records in accordance with generally accepted accounting principles and shall separately record expenditures for each type of eligible purpose. Claimant shall make such records available to the Authority for inspection or audit at any time.

5. Claimant understands that should financial or compliance audit exceptions be found, the Fresno County Transportation Authority will take immediate steps to resolve the exceptions in accordance with its adopted procedures.

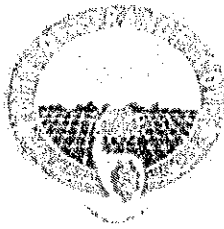
Authorized Signature: _____

Title: Interim City Manager

Date: 7/22/2020

ATTACHMENT: Evidence of Formal Action for Approval and Submittal

Approved by: Fresno County Transportation Authority Board on: _____



Date: July 22, 2020
To: Mayor and City Council
From: Rudy Hernandez, Interim City Manager
Subject: Update on Financial Issues
Attachments: (1) Letter from United States Department of Commerce regarding EDA grant award in the amount of \$1,942,800.

Background

- **Proposition 68 Grant (No.1)** – Per Capita non-competitive grant for rehabilitation of Parks & Recreation facilities (Amount \$177,000).
- **Proposition 68 Grant (No.2)** - Round 4 of State Parks & Recreation Program. Amount per application is \$8,000,000 and the total amount of grants to be awarded has increased from \$260 million to \$365 million. Filing deadline is December 14, 2020.
- **EDA Grant** for the amount of \$1,942,800. Off-site improvements associated with sequoia view shopping center. City Engineer will be making a separate presentation on this issue.
- **COVID-19** – Wi-Fi Internet Services and other related expenditures

RECOMMENDATION:

For Information Only.

Prepared by: _____

Approved by: R. Hernandez

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: _____



UNITED STATES DEPARTMENT OF COMMERCE
Economic Development Administration
SEATTLE REGIONAL OFFICE
915 Second Ave, Room 1890
Seattle, WA 98174

July 16, 2020

In reply refer to:
Investment No.: 07-01-07532

Mr. Rudy Hernandez
Interim City Manager
City of Orange Cove
633 Sixth Street
Orange Cove, CA 93646-2451

Sent via Email

Dear Mr. Hernandez:

I am pleased to inform you that the Department of Commerce's Economic Development Administration (EDA) has approved your application for a \$1,942,800 for the construction of a sidewalk and sewer line in the City of Orange Cove.

Enclosed is a digitally signed copy of the Financial Assistance Award. Your agreement to the terms and conditions of the award should be indicated by the signature of your principal official(s) on the signed copy of the Financial Assistance Award, via one of the following methods:

1. Using a certified signature through Adobe or some other software.
2. Printing the document, signing in ink, and returning a scanned copy by email.

The fully executed document should be returned electronically to Frank Wessbecher at fwessbecher@eda.gov, with a copy to asmith@eda.gov. If not signed and returned within 30 days of receipt, EDA may declare the Award null and void. Please retain a copy of the executed award for your records.

Please do not make any commitments in reliance on this award until you have carefully reviewed and accepted the terms and conditions. Any commitments entered into prior to obtaining approval of EDA in accordance with its regulations and requirements will be at your own risk.

EDA's mission is to lead the federal economic development agenda by promoting innovation and competitiveness, preparing American regions for growth and success in the worldwide economy. EDA implements this mission by making strategic investments in the nation's most economically distressed communities that encourage private sector collaboration and creation of higher-skill, higher wage jobs. EDA investments are results driven, embracing the principles of technological innovation, entrepreneurship and regional development.

I share your expectations regarding the impact of this investment and look forward to working with you to meet the economic development needs of your community.

Sincerely,



Digitally signed by A SMITH
DN: c=US, o=U.S. Government, ou=Department
of Commerce, ou=Economic Development
Administration, cn=A SMITH,
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Date: 2020.07.16 23:39:20 -07'00'
Adobe Acrobat version: 2017.011.30171

A Leonard Smith
Regional Director

cc: Wil Marshall, EDA
Tobey Clarkin, EDA



Date: July 24, 2020
To: Mayor and City Council
From: Rudy Hernandez, Interim City Manager
Subject: Approval of Street Sweeper Job Description
Attachments: Street Sweeper Job Description

BACKGROUND:

Staff will soon be recommending to the City Council the purchase of a street sweeper to provide both commercial and residential street sweeping services in the City of Orange Cove. Due to the additional time and staffing required to provide these street sweeping services, staff will be asking the City Council to approve a street sweeping position at a future City Council meeting. In the meantime, staff would like to request the City Council approve the attached street sweeper job description.


RECOMMENDATION:

Staff recommends that the City Council approve the attached street sweeper job description.

FISCAL IMPACT:

None.

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				

**CITY OF ORANGE COVE
STREET SWEEPER**

A. PURPOSE:

Under the direction of the Supervisor-Maintenance & Operations, operate a motorized street sweeper to clean city streets along designated cleaning routes during an assigned shift; maintain sweeper in a clean and safe operating condition.

B. ESSENTIAL FUNCTIONS:

Operate a motorized street sweeper to clean city streets along designated cleaning routes in downtown, commercial and residential areas; maneuver streets to assure proper use of gutter and rear rotary brooms; control sprinklers and other auxiliaries.

Refill water tanks according to established procedures; transport loads to a designated dump in response to full hoppers as needed.

Maintain sweeper in a clean and safe operating condition; clean sweeper as necessary; perform minor repairs and maintenance to sweeper; report maintenance and repairs to supervisor as needed.

Barricade or clean gutter grills as needed.

Maintain routine records related to assigned activities.

OTHER DUTIES:

Assist street repair crew as directed. Perform related duties as assigned.

KNOWLEDGE OF:

Basic mechanical operation of automotive equipment. Appropriate safety precautions and procedures.

Basic record-keeping techniques.

Oral and written communication skills.

Traffic laws, defensive driving techniques and rules of the road.

ABILITY TO:

Operate a motorized street sweeper to clean city streets along designated cleaning routes during an assigned shift.

Learn City parking codes.

Learn to safely operate a street sweeper.

Service and make minor repairs on street sweepers. Observe health and safety regulations.

Observe legal and defensive driving practices.
Understand and follow oral and written
instructions. Meet schedules and time lines.

EDUCATION AND EXPERIENCE:

Any combination equivalent to: graduation from high school and one year of experience driving heavy duty trucks or equipment.

LICENSES AND OTHER REQUIREMENTS:

Possession of a valid California Class B driver's license.

WORKING CONDITIONS:

ENVIRONMENT:

Outdoor environment.
Driving a vehicle to conduct work.
Seasonal heat and cold or adverse weather
conditions. Evening or variable hours.
Noise from equipment operation.
Regular exposure to fumes, dust and odors.

PHYSICAL DEMANDS:

Dexterity of hands and fingers to operate street sweeper controls.
Sitting for extended periods of time.
Seeing to operate a motor vehicle.
Climbing to board street sweeper.

HAZARDS:

Working around and with machinery having moving
parts. Driving a vehicle during adverse weather
conditions. Fumes from vehicle and equipment operation.
Traffic hazards.