

Table of Contents

Agenda	2
Minutes	
May 20, 2015	6
Payroll	
Payroll/Overtime Report	9
Warrants	
Accounts Payable	12
Resolution Authorizing the City Manager to Sign Program Supplement No. N019 for the California Avenue Sidewalk Project	
Staff Report - California Sidewalk PS.	22
Healthy Workplace/Healthy Family Act of 2014 Part-Time Sick Leave Provisions Effective July 1, 2015	
Staff Report - Healthy Families Act of 2014.	30
Resolution Designating City Manager as Authorized Representative for the Safe Drinking Water State Revolving Fund Grant for Well No. 18 and Consolidation of Double L Mobile Ranch Park	
Staff Report - SDWSRF Authorized Rep	34
Public Hearing on Proposed Utility Rates for Fiscal Year 2015/16	
Staff Report - Utility Rates	40
Public Hearing Amending Title 17 of the Kerman Municipal Code Related to Emergency Shelters, Transitional and Supportive Housing for the Homeless	
Staff Report - Emergency Shelters	48
Participation in the Sustainable Energy Roadmap (SER) Program	
Staff Report - SER Program	58
Resolution Approving Agreement for Utility Service at 432 S. Goldenrod Avenue	
Staff Report - Magana	63
Preliminary Budget Presentations of Landscape & Lighting District and Internal Service Funds Budget	
Staff Report - LLMD/ISF Budgets	73
Kerman 36% Water Savings Campaign	
Staff Report - Water Conservation	80



AGENDA
KERMAN CITY COUNCIL
REGULAR MEETING
Kerman City Hall
850 S. Madera Avenue
Wednesday, June 3, 2015
6:30 PM

AGENDA PACKET AVAILABLE FOR
REVIEW 72 HOURS PRIOR TO
THE CITY COUNCIL MEETING AT
THE CITY CLERK'S OFFICE AND
ON THE CITY WEBSITE
ITEMS RECEIVED AT THE
MEETING WILL BE AVAILABLE
FOR REVIEW AT THE CITY
CLERK'S OFFICE

Stephen B. Hill – Mayor
Gary Yep – Mayor Pro Tem
Rhonda Armstrong – Council Member
Nathan Fox – Council Member
Bill Nijjer – Council Member

ALL MEETING ATTENDEES ARE ADVISED THAT ALL PAGERS, CELLULAR TELEPHONES AND ANY OTHER COMMUNICATION DEVICES SHOULD BE POWERED OFF UPON ENTERING THE COUNCIL CHAMBERS, AS THESE DEVICES INTERFERE WITH OUR AUDIO EQUIPMENT.

OPENING CEREMONIES

- Welcome – Mayor
- Call to Order
- Roll Call
- Invocation

At this time the Council wishes to provide anyone an opportunity to give a brief invocation or inspirational thought. In accordance with law, we would request this opportunity not be used to recruit converts, to advance anyone, or to disparage any other faith or belief. If no one steps forward, we will observe a moment of silence so that we may all focus our thoughts on how best to serve our community.

- Pledge of Allegiance – City Clerk

AGENDA APPROVAL/ADDITIONS/DELETIONS

To accommodate members of the public or convenience in the order of presentation, items on the agenda may not be presented or acted upon in the order listed.

COUNCIL RECESS TO CONVENE TO JOINT CITY COUNCIL/PLANNING COMMISSION WORKSHOP

[Joint Workshop Agenda](#)

COUNCIL RECONVENE AS THE CITY COUNCIL

1. PRESENTATIONS/CEREMONIAL MATTERS

- A. Presentation from Kings Basin Water Authority on State Groundwater Sustainability Act (KM)
- B. Recognition of City Attorney Mark Blum for his years of service to the City of Kerman (reception to follow Council meeting) (SBH)

REQUEST TO ADDRESS COUNCIL

This portion of the meeting is reserved for members of the public to address the Council on items of interest that are not on the Agenda and are within the subject matter jurisdiction of the Council. Speakers shall be limited to three minutes. It is requested that no comments be made during this period on items on the Agenda. Members of the public wishing to address the Council on items on the Agenda should notify the Mayor when that Agenda item is called, and the Mayor will recognize your discussion at that time. It should be noted that the Council is prohibited by law from taking any action on matters discussed that are not on the Agenda. Speakers are asked to please use the microphone, and provide their name and address.

2. CONSENT CALENDAR

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

A. SUBJECT: Minutes

RECOMMENDATION: Council approve minutes as presented.

ATTACHMENTS: [May 20, 2015](#)

B. SUBJECT: Payroll

Payroll Report: May 10, 2015 - May 23, 2015: \$123,228.07; Overtime: \$7,099.24;
Standby: \$1,183.15; Comp Time Earned: 63.00

RECOMMENDATION: Council approve payroll as presented.

ATTACHMENTS: [Payroll/Overtime Report](#)

C. SUBJECT: Warrants

1. 6450-6529: \$199,162.53
2. Excepting - Sebastian 6483: \$480.00
Valley Food 6492: \$199.85

RECOMMENDATION: Council approve warrants and electronic bank transfers as presented. (Pursuant to Government Code 37208)

ATTACHMENTS: [Accounts Payable](#)

D. SUBJECT: Resolution Authorizing the City Manager to Sign Program Supplement No. N019 for the California Avenue Sidewalk Project (JJ)

RECOMMENDATION: Council by motion adopt the resolution authorizing the City Manager to sign Program Supplement No. N019 for the California Avenue Sidewalk Project.

ATTACHMENTS: [Staff Report - California Sidewalk Project](#)

- E. **SUBJECT:** Healthy Workplace/Healthy Family Act of 2014 Part-Time Sick Leave Provisions Effective July 1, 2015 (TJ)

RECOMMENDATION: Council by motion adopt resolution approving a sick leave policy pursuant to AB 1522 for part-time employees as required by the State of California.

ATTACHMENTS: [Staff Report - Healthy Families Act of 2014](#)

- F. **SUBJECT:** Resolution Designating City Manager as Authorized Representative for the Safe Drinking Water State Revolving Fund Grant for Well No. 18 and Consolidation of Double L Mobile Ranch Park (JJ)

RECOMMENDATION: Council by motion adopt the resolution designating the City Manager as the authorized representative for the Safe Drinking Water State Revolving Fund Grant for Well No. 18 and Consolidation of the Double L Mobile Ranch Park.

ATTACHMENTS: [Staff Report - SDWSRF Authorized Rep](#)

3. PUBLIC HEARINGS

These hearings are scheduled at the time stated and will be heard by the Council as close to the time stated as possible.

- A. **SUBJECT:** Public Hearing on Proposed Utility Rates for Fiscal Year 2015/16 (TJ)

RECOMMENDATION: Council open the public hearing, receive public testimony, close the public hearing and by motion adopt resolution approving utility rates for Fiscal Year 2015/16.

ATTACHMENTS: [Staff Report - Utility Rates](#)

- B. **SUBJECT:** Public Hearing Amending Title 17 of the Kerman Municipal Code Related to Emergency Shelters, Transitional and Supportive Housing for the Homeless (LP)

RECOMMENDATION: Council waive further reading, conduct the public hearing and adopt Ordinance No. 15-01 amending Chapter 17.90.020 and adding Section 17.92 to Chapter 17 of the Kerman Municipal Code relating to emergency shelters, transitional and supportive housing for the homeless.

ATTACHMENTS: [Staff Report - Emergency Shelters](#)

4. DEPARTMENT REPORTS

- A. **SUBJECT:** Participation in the Sustainable Energy Roadmap (SER) Program (LP)

RECOMMENDATION: Council by motion approve participation in the Sustainable Energy Roadmap program and authorizes the City Manager to execute the Jurisdiction Partner Agreement on behalf of the City of Kerman.

ATTACHMENTS: [Staff Report - SER Program](#)

- B. **SUBJECT:** Resolution Approving Agreement for Utility Service at 432 S. Goldenrod Avenue (JJ)

RECOMMENDATION: Council by motion adopt resolution approving Agreement for Utility Service for Jesus and Lydia Magana at 432 S. Goldenrod Avenue.

ATTACHMENTS: [Staff Report - Magana](#)

- C. **SUBJECT:** Preliminary Budget Presentations of Landscape & Lighting District and Internal Service Funds Budget. (TJ)

RECOMMENDATION: Council to review the preliminary Landscape & Lighting and Internal Service Funds Budgets for Fiscal Year 2015/16 and make any recommendations for changes

ATTACHMENTS: [Staff Report – LLMD/ISF Budgets](#)

- D. **SUBJECT:** Kerman 36% Water Savings Campaign (KM)

RECOMMENDATION: Council review Kerman 36% Water Savings Campaign and make any recommendations or changes as needed.

ATTACHMENTS: [Staff Report - Water Conservation](#)

5. CITY MANAGER/STAFF COMMUNICATIONS

6. MAYOR/COUNCIL REPORTS

- A. Sebastian's Founders Day - Friday, June 19, 11:30 a.m. - 1:30 p.m., Veterans Park

7. CLOSED SESSION

- A. Government Code Section 54957 Public Employee Evaluation - Title: City Manager

COUNCIL RECONVENE FROM CLOSED SESSION & REPORT ANY ACTION TAKEN

8. ADJOURNMENT

In compliance with the American with Disabilities Act (ADA), if you need special assistance to participate at this meeting, please contact the City Clerk at (559) 846-9380. Notification of 48 hours prior to the meeting will enable the City Clerk to make reasonable arrangement to ensure accessibility to this meeting. Pursuant to the ADA, the meeting room is accessible to the physically handicapped.



MINUTES
KERMAN CITY COUNCIL
 REGULAR MEETING
 Kerman City Hall
 850 S. Madera Avenue
 Wednesday, May 20, 2015
 6:30 PM

Stephen B. Hill – Mayor
 Gary Yep – Mayor Pro Tem
 Rhonda Armstrong – Council Member
 Nathan Fox – Council Member
 Bill Nijjer – Council Member

Present: Mayor Hill (SH) Rhonda Armstrong (RA) Gary Yep (GY), Fox (NF), Nijjer (BN)
 Absent: None
 Also Present: City Manager/Planning & Development Director, City Attorney,
 Community Services Director, Finance Director, Public Works Director, City Engineer

Voting: Yes,
 No, Absent
 (Abstain if
 needed)

OPENING CEREMONIES

- Welcome – Mayor
- Call to Order
- Roll Call
- Invocation
- Pledge of Allegiance – City Clerk

6:32 p.m.
 All present
 SH
 Performed

AGENDA APPROVAL/ADDITIONS/DELETIONS

Approved
 NF/RA
 (5-0-0)

1. PRESENTATIONS/CEREMONIAL MATTERS

- A. Presentation by the Fresno Co. Mosquito Vector and Vector Control Board (KM)

Presented

REQUEST TO ADDRESS COUNCIL

Loretta &
 Joshua
 Willman

2. CONSENT CALENDAR

- A. SUBJECT: Minutes - May 6, 2015

RECOMMENDATION: Council approve minutes as presented.

Approved
 GY/BN
 excepting
 #6390
 (5-0-0)

- B. SUBJECT: Payroll April 26-May 9, 2015: \$127,504.85; Retro Pay & Other:
 \$1,209.20; OT: \$3,911.62; Standby: \$1,239.32; Comp Time Earned: 35.25

RECOMMENDATION: Council approve payroll as presented.

- C. SUBJECT: Warrants

1. Nos.6356-6449: \$249,346.68
2. Excepting - Sebastian: 6390-\$3,088.58

RECOMMENDATION: Council approve warrants and electronic bank transfers
 as presented. (Pursuant to Government Code 37208)

Approved
 #6390
 NF/GY
 (4-0-1) RA

D. <u>SUBJECT</u> : Monthly Investment Report Ending April 30, 2015 (TJ)	None
<u>RECOMMENDATION</u> : Council accept the Monthly Investment Report as presented.	
E. <u>SUBJECT</u> : Proclamation - Proclaiming May 17-23, 2015 as National Public Works Week (LP)	
<u>RECOMMENDATION</u> : Council by motion proclaim May as National Public Works Week.	
3. PUBLIC HEARINGS	
4. DEPARTMENT REPORTS	
A. <u>SUBJECT</u> : Letter of Request from the State Water Resources Control Board for Possible Use of Public Water System as a Source of Potable Water for Water Haulers (KM)	Approved policy by MO PW Director monitor GY/RA (5-0-0)
<u>RECOMMENDATION</u> : Council consider water system as a possible source of potable water for water haulers.	
B. <u>SUBJECT</u> : Water Conservation Implementation Plan (KM)	Presented
<u>RECOMMENDATION</u> : Council receive Water Conservation Plan and provide direction to staff accordingly.	
C. <u>SUBJECT</u> : Letter from Fresno County Board of Supervisors Henry Perea, District 3 Requesting Resolution for Support of Central Valley Drought (LP)	Approved GY/RA (5-0-0)
<u>RECOMMENDATION</u> : Council review request and by motion adopt resolution for Support of Central Valley Drought.	
D. <u>SUBJECT</u> : Resolution Approving Agreement for Auditing Services for Fiscal Years 2014/15 Through 2018/2019 (TJ)	Res 15-19
<u>RECOMMENDATION</u> : Council review summary of proposals and by motion adopt resolution for auditing services and authorize the City Manager to sign the Engagement Letter.	Approved 5-year contract GY/BN (5-0-0)
E. <u>SUBJECT</u> : Second Presentation of Preliminary General Fund Budget for Fiscal Year 2015/2016 (TJ)	Res 15-20
<u>RECOMMENDATION</u> : Council to review the preliminary General Fund Budget for Fiscal Year 2015/2016 and make any recommendations for changes.	Presented

F. SUBJECT: Presentation of Preliminary Enterprise Fund Budgets for Fiscal Year 2015/2016 (TJ)

Presented

RECOMMENDATION: Council to review the preliminary Enterprise Fund Budgets for fiscal year 2015/2016 and make any recommendations for changes.

5. CITY MANAGER/STAFF COMMUNICATIONS

6. MAYOR/COUNCIL REPORTS

A. Letters Endorsed by the Mayor on behalf of the City - Latino Water Coalition to Governor Brown; Kerman United Health Center

7. CLOSED SESSION

A. Government Code Section 45957 Public Employee Evaluation - Title: City Manager

Tabled to June 3 mtg.

COUNCIL RECONVENE FROM CLOSED SESSION & REPORT ANY ACTION TAKEN

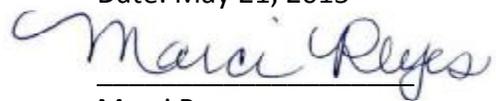
8. ADJOURNMENT

Adjourned 9:20 p.m.

MINUTES CERTIFICATION

I, MARCI REYES, City Clerk for the City of Kerman, do hereby declare under penalty of perjury that the above Minutes are a true depiction of all actions taken at the City Council meeting held on the first date above written at Kerman City Hall, 850 S. Madera Ave, Kerman, CA.

Date: May 21, 2015



Marci Reyes
City Clerk

CITY OF KERMAN PAYROLL REPORT

PAY PERIOD: May 10, 2015 - May 23, 2015

EMPLOYEE	SALARY	RETRO PAY & Other	OVERTIME		HOLIDAY OT at 1/2		STANDBY		GROSS SALARY	COMP TIME EARNED
			HOURS	AMOUNT	HOURS	AMOUNT	HOURS	AMOUNT		
<u>ADMINISTRATION</u>										
Alvarez, Josefina	\$ 1,689.69	\$ -	-	\$ -	-	\$ -	-	\$ -	\$ 1,689.69	
Camacho, Josie	\$ 1,076.05	\$ -	-	\$ -	-	\$ -	-	\$ -	\$ 1,076.05	
Gonzalez, Diana	\$ 1,954.85	\$ -	-	\$ -	-	\$ -	-	\$ -	\$ 1,954.85	2.25
Jones, Toni	\$ 3,042.46	\$ -	-	\$ -	-	\$ -	-	\$ -	\$ 3,042.46	
Nazaroff, Helen	\$ 1,938.92	\$ -	-	\$ -	-	\$ -	-	\$ -	\$ 1,938.92	
Patlan, Luis	\$ 4,664.77	\$ -	-	\$ -	-	\$ -	-	\$ -	\$ 4,664.77	
Reyes, Marcia	\$ 2,586.00	\$ -	-	\$ -	-	\$ -	-	\$ -	\$ 2,586.00	
TOTAL	\$ 16,952.74	\$ -	-	\$ -	-	\$ -	-	\$ -	\$ 16,952.74	2.25

REC/SOCIAL

Arredondo, Barbara	\$ 1,526.77	\$ -	-	\$ -	-	\$ -	-	\$ -	\$ 1,526.77	
Arredondo, Raquel	\$ 430.00	\$ -	-	\$ -	-	\$ -	-	\$ -	\$ 430.00	
Burdine-Slaven, Jeann	\$ 1,511.54	\$ -	-	\$ -	-	\$ -	-	\$ -	\$ 1,511.54	
Figueroa, Rita	\$ 360.00	\$ -	-	\$ -	-	\$ -	-	\$ -	\$ 360.00	
Gallegos, Philip	\$ 3,734.77	\$ -	-	\$ -	-	\$ -	-	\$ -	\$ 3,734.77	
Gonzalez, Jose Felix	\$ 1,599.69	\$ -	-	\$ -	-	\$ -	-	\$ -	\$ 1,599.69	
Johnson, Theresa	\$ 1,666.62	\$ -	-	\$ -	-	\$ -	-	\$ -	\$ 1,666.62	
LeBlanc, Noah	\$ 22.50	\$ -	-	\$ -	-	\$ -	-	\$ -	\$ 22.50	
Lujan, Vanessa	\$ 456.50	\$ -	-	\$ -	-	\$ -	-	\$ -	\$ 456.50	
Rangel, Jose A	\$ 198.00	\$ -	-	\$ -	-	\$ -	-	\$ -	\$ 198.00	
Salvador, Mark	\$ 1,883.08	\$ -	-	\$ -	-	\$ -	-	\$ -	\$ 1,883.08	
Sidhu, Nirmal	\$ 732.69	\$ -	-	\$ -	-	\$ -	-	\$ -	\$ 732.69	
Silva, Jessica	\$ 574.00	\$ -	-	\$ -	-	\$ -	-	\$ -	\$ 574.00	
Villa, Erika	\$ 144.00	\$ -	-	\$ -	-	\$ -	-	\$ -	\$ 144.00	
Villalobos, Stacey	\$ 279.00	\$ -	-	\$ -	-	\$ -	-	\$ -	\$ 279.00	
Villarreal, Arlene	\$ 360.00	\$ -	-	\$ -	-	\$ -	-	\$ -	\$ 360.00	
TOTAL	\$ 15,479.15	\$ -	-	\$ -	-	\$ -	-	\$ -	\$ 15,479.15	0.00

POLICE

Antuna, Eric	\$ 2,209.69	\$ -	21.00	\$ 870.07	-	\$ -	-	\$ -	\$ 3,079.75	
Antuna, Miguel	\$ 928.00	\$ -	-	\$ -	-	\$ -	-	\$ -	\$ 928.00	
Barbosa, Isaias	\$ 2,368.32	\$ -	3.50	\$ 155.42	-	\$ -	-	\$ -	\$ 2,523.74	
Barcoma, Wilbert	\$ 2,895.71	\$ -	16.00	\$ 868.71	-	\$ -	-	\$ -	\$ 3,764.42	
Belding, Jeff	\$ 2,422.11	\$ -	-	\$ -	-	\$ -	-	\$ -	\$ 2,422.11	18
Blohm, Joseph	\$ 4,047.23	\$ -	-	\$ -	-	\$ -	-	\$ -	\$ 4,047.23	
Chapman, Tom	\$ 2,413.38	\$ -	8.50	\$ 384.63	-	\$ -	-	\$ -	\$ 2,798.02	
Cubillos, Teresa	\$ 3,040.62	\$ -	-	\$ -	-	\$ -	-	\$ -	\$ 3,040.62	
Davis, Jeff	\$ 3,040.47	\$ -	-	\$ -	-	\$ -	-	\$ -	\$ 3,040.47	9.75
Dunn, Jacob	\$ 1,683.23	\$ -	-	\$ -	-	\$ -	-	\$ -	\$ 1,683.23	
Ledezma, Linda	\$ 1,199.54	\$ -	4.00	\$ 89.97	-	\$ -	-	\$ -	\$ 1,289.50	
Lehman, Dustin	\$ 1,767.23	\$ -	-	\$ -	-	\$ -	-	\$ -	\$ 1,767.23	0.75
Madruza, Ron	\$ 2,778.78	\$ -	16.00	\$ 710.50	-	\$ -	-	\$ -	\$ 3,489.28	
Magallon, Peter	\$ 2,413.43	\$ -	9.50	\$ 429.89	-	\$ -	-	\$ -	\$ 2,843.32	
Medina-Labetiaux, EJ	\$ 1,767.23	\$ -	-	\$ -	-	\$ -	-	\$ -	\$ 1,767.23	
Mendoza, Sandra	\$ 2,379.60	\$ -	5.50	\$ 245.40	-	\$ -	-	\$ -	\$ 2,625.00	
Moon, Nathan	\$ 855.00	\$ -	-	\$ -	-	\$ -	-	\$ -	\$ 855.00	
Nelson, Christopher J	\$ 3,114.46	\$ -	-	\$ -	-	\$ -	-	\$ -	\$ 3,114.46	
Ness, Lee	\$ 2,046.00	\$ -	3.50	\$ 134.27	-	\$ -	-	\$ -	\$ 2,180.27	
Nevis, James	\$ 2,300.77	\$ -	12.00	\$ 517.67	-	\$ -	-	\$ -	\$ 2,818.44	

CITY OF KERMAN PAYROLL REPORT

PAY PERIOD: May 10, 2015 - May 23, 2015

EMPLOYEE	SALARY	RETRO PAY & Other	OVERTIME		HOLIDAY OT at 1/2		STANDBY		GROSS SALARY	COMP TIME EARNED
			HOURS	AMOUNT	HOURS	AMOUNT	HOURS	AMOUNT		
Ramirez, Donald	\$ 1,493.54	\$ -	5.00	\$ 140.02	-	\$ -	-	\$ -	\$ 1,633.56	
Rodrigues, Mary	\$ 1,759.38	\$ -	-	\$ -	-	\$ -	-	\$ -	\$ 1,759.38	15
Rodriguez, Erika	\$ 2,036.30	\$ -	18.00	\$ 687.25	-	\$ -	-	\$ -	\$ 2,723.56	1.5
Seroka, Dylan	\$ 880.00	\$ -	-	\$ -	-	\$ -	-	\$ -	\$ 880.00	
Tiwana, Manpreet	\$ 2,104.50	\$ -	10.00	\$ 394.59	-	\$ -	4.00	\$ 26.31	\$ 2,525.41	
TOTAL:	\$ 53,944.52	\$ -	132.50	\$ 5,628.39	-	\$ -	4.00	\$ 26.31	\$ 59,599.22	45.00

PUBLIC WORKS

Arechiga, Pastor	\$ 1,742.31	\$ -	-	\$ -	-	\$ -	-	\$ -	\$ 1,742.31	
Barajas, Michael	\$ 1,917.85	\$ -	4.00	\$ 191.79	-	\$ -	-	\$ -	\$ 2,109.64	
Castro, Joseph	\$ 1,785.69	\$ -	1.00	\$ 33.48	-	\$ -	-	\$ -	\$ 1,819.17	
Chavez, Fernando M.	\$ 2,368.15	\$ -	-	\$ -	-	\$ -	-	\$ -	\$ 2,368.15	
Coronado, Karl	\$ 1,040.00	\$ -	-	\$ -	-	\$ -	-	\$ -	\$ 1,040.00	
Gastelum, Humberto	\$ 1,924.15	\$ -	16.50	\$ 691.49	-	\$ -	22.50	\$ 541.17	\$ 3,156.81	
Gonzales, Ruben	\$ 2,011.38	\$ -	-	\$ -	-	\$ -	-	\$ -	\$ 2,011.38	
Gruce, Robert	\$ 2,478.00	\$ -	-	\$ -	-	\$ -	-	\$ -	\$ 2,478.00	
Isaak, Denise	\$ 1,466.31	\$ -	-	\$ -	-	\$ -	-	\$ -	\$ 1,466.31	
Madruga, Lydia	\$ 1,964.77	\$ -	-	\$ -	-	\$ -	-	\$ -	\$ 1,964.77	
Moore, Ken	\$ 3,853.85	\$ -	-	\$ -	-	\$ -	-	\$ -	\$ 3,853.85	
Prieto, Ruben	\$ 1,762.15	\$ -	1.00	\$ 33.04	-	\$ -	-	\$ -	\$ 1,795.19	
Ramirez, Manuel	\$ 1,830.92	\$ -	-	\$ -	-	\$ -	-	\$ -	\$ 1,830.92	
Rodriguez, Joe	\$ 368.39	\$ -	-	\$ -	-	\$ -	-	\$ -	\$ 368.39	
Sanchez, Daniel	\$ 1,465.38	\$ -	-	\$ -	-	\$ -	-	\$ -	\$ 1,465.38	
Tinoco, Alfonso	\$ 832.00	\$ -	-	\$ -	-	\$ -	-	\$ -	\$ 832.00	
Vallejo, Edward	\$ 2,189.08	\$ -	5.00	\$ 273.63	-	\$ -	22.50	\$ 615.68	\$ 3,078.39	15.75
Zapata, Domingo	\$ 1,009.41	\$ -	-	\$ -	-	\$ -	-	\$ -	\$ 1,009.41	
TOTAL	\$ 32,009.81	\$ -	27.50	\$ 1,223.43	\$ -	\$ -	\$ 45.00	\$ 1,156.85	\$ 34,390.09	15.75

PLANNING

Kufis, Chris	\$ 2,392.62	\$ -	-	\$ -	-	\$ -	-	\$ -	\$ 2,392.62	
Pimentel, Olivia	\$ 2,199.23	\$ -	6.00	\$ 247.41	-	\$ -	-	\$ -	\$ 2,446.64	
TOTAL	\$ 4,591.85	\$ -	6.00	\$ 247.41	-	\$ -	-	\$ -	\$ 4,839.26	0.00

PLANNING

Epperson, R	\$ -
Bandy, R	\$ -
Nehring, K	\$ -
Kehler, E	\$ -
Wettlaufer, K	\$ -
Jones, C	\$ -
Nunez, M	\$ -

COUNCIL

Yep	\$ 50.00
Fox	\$ 50.00
Nijjer	\$ 50.00
Armstrong	\$ 50.00
Hill	\$ 50.00

Total \$ - Total \$ 250.00

GRAND TOTAL:

\$123,228.07	\$0.00	166.00	\$7,099.24	-	\$0.00	49.00	\$1,183.15	\$131,510.46	63.00
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**CITY OF KERMAN
OVERTIME SUPPLEMENTAL PAYROLL REPORT**

PAY PERIOD 05/10/15-05/23/15

POLICE DEPARTMENT

Overtime Categories - Number of Hours								
Regular Overtime	Court	Shift Coverage	Training	Detail	Avoid the 21 Grant	Special Events	Total	
44		16	3	7	62.5		132.5	
(see notes below for overtime description)								
DOUBLE TIME: (Sunday)							0	
PUBLIC WORKS DEPARTMENT							Sub Total	132.5

Overtime Categories - Number of Hours								
Water Service	Sewer Emergencies	Animal Control	Special Events	Other or Call Back	On Call Duties	Total		
2	4.5				4	10.5		
(see notes below for overtime description)								
DOUBLE TIME: (Sunday)							5	
							8	
							4	
							17	
COMMUNITY SERVICES DEPARTMENT							Sub Total	27.5

Overtime Categories - Number of Hours			Total
Regular Overtime	After Hour Event		
			0
			Sub Total
			0

FINANCE / PLANNING DEPARTMENTS

Overtime Categories - Number of Hours					Total
Planning Overtime	Utility Billing	Payroll	Dog Clinic	Year End Audit	
6					6
					Sub Total
					6
					Total Hours (All Departments)
					<u>166.0</u>

POLICE DEPARTMENT:

Regular Overtime – 2 hrs explorer mtg, 30 hrs dept. mtg, 4 hrs sexual assault investigation, 3 hrs staff mtg, 2 hrs traffic accident, 3 hrs report writing

Court – Officer attending court proceedings.

Shift Coverage – 16 hrs shift coverage due to vacations, sick leave, etc.

Special Investigation Division (SID) – Special police action is required such as a search warrant, surveillance, and other crime patterns, etc

Training – 3 hrs for range training

Grant – 62.5 hrs - AVOID

Special Events - 7 hrs for Crime Free Multi Housing meeting

PUBLIC WORKS DEPARTMENT:

Water Service - Includes 2 hrs OT for shut-off and turn-on of service, all water related emergencies

Sewer Emergencies - 4.5 hrs OT & 5 hrs DT SCADA problems/Sewer emergencies. (SCADA controls pumps, wells and sewer, lift stations, all sewer and storm drain related issues)

Animal Control-Vicious or dead animals. (not normally used for stray animals)

Special Events - 8 hrs DT - Portuguese Parade

Other - Alarm-City Shop, Inspections for Chris K (out sick),opened city yard gate for street sweeper.

Call Back - Any emergencies where additional employees are called to assist.

On-Call Duties 4 hrs OT and 4 hrs DT for reading and recording flow meters on wells and sewer plant, feed and clean kennels, verify WWTP running effectively, etc. OT is for two weekends and/or any holidays.

COMMUNITY SERVICES DEPARTMENT

Regular Overtime – On occasion, but very rare due to the amount of part-time employees.

After Hour Event – Occurs only if a full-time employee would have to stay for clean-up or as a facility attendant.

FINANCE / PLANNING DEPARTMENTS

Planning Overtime - 6 hrs OT - Springbrook transition.

Utility Billing - Completed on the 1st of each month

Payroll - Completed bi-weekly

Dog Clinic - Once a year clinic held after business hours.

Year-End Audit - Completed over a period of time at the end of each fiscal year.

Accounts Payable

Checks by Date - Detail by Check Date

User: jcamacho
 Printed: 5/27/2015 4:35 PM



Check No	Vendor No Invoice No	Vendor Name Description	Check Date Reference	Check Amount
ACH	10147 5/15/15 5/15/15	Employment Development Department C PR TAX DEPOSIT SIT PAYABLE = PIT AM C PR TAX DEPOSIT SDI PAYABLE = SDI AM	05/18/2015	3,932.54 1,112.30
Total for this ACH Check for Vendor 10147:				5,044.84
ACH	10517 5152015 5152015 5152015	Federal Taxes-Payroll C PAYROLL TAX DEPOSIT 5/15/2015 FIT PA C PAYROLL TAX DEPOSIT 5/15/2015 FICA P C PAYROLL TAX DEPOSIT 5/15/2015 FICA N	05/18/2015	14,228.07 16,231.28 3,796.02
Total for this ACH Check for Vendor 10517:				34,255.37
ACH	10518 5152015	Kerman Police Officers Assn. C MEMBERSHIP DUES 5/15/15	05/18/2015	648.12
Total for this ACH Check for Vendor 10518:				648.12
ACH	10519 5152015	Kerman Municipal Employees Assn. C MEMBERSHIP DUES 5/15/15	05/18/2015	180.00
Total for this ACH Check for Vendor 10519:				180.00
ACH	10520 5152015 5152015 5152015	ICMA-RC C DEFERRED COMP 5/15/15 C LOAN PAYMENTS C LOAN FEES	05/18/2015	3,030.00 1,000.86 -26.00
Total for this ACH Check for Vendor 10520:				4,004.86
ACH	10522 5152015 5152015 5152015 5152015	CalPERS C EMPLOYER PAID CONTRIBUTIONS EMPLOYEE PAID CONTRIBUTIONS ROUNDING ADJ ROUNDING ADJ	05/18/2015	12,797.90 8,328.65 -0.09 0.09
Total for this ACH Check for Vendor 10522:				21,126.55
ACH	10522 5112015	CalPERS FIN-4-GASB 68 ACCOUNTING VALUATION	05/18/2015	3,400.00
Total for this ACH Check for Vendor 10522:				3,400.00
Total for 5/18/2015:				68,659.74
6450	10814 INV30779	ACCELA INC #774375 FIN-FIN WEB PMNT FEES DEC-APRIL 15	05/20/2015	874.00
Total for Check Number 6450:				874.00

Check No	Vendor No Invoice No	Vendor Name Description	Check Date Reference	Check Amount
6451	10010	ACCONTEMPS	05/20/2015	
	43009678	FIN-TEMP AGENCY PERSONNEL 37.75 HRS		32.40
	43009678	FIN-TEMP AGENCY PERSONNEL 37.75 HRS		226.86
	43009678	FIN-TEMP AGENCY PERSONNEL 37.75 HRS		194.46
	43009678	FIN-TEMP AGENCY PERSONNEL 37.75 HRS		162.04
	43009678	FIN-TEMP AGENCY PERSONNEL 37.75 HRS		32.41
Total for Check Number 6451:				648.17
6452	10019	AFLAC	05/20/2015	
	137926	HR-MAY EMPLOYEE VOLUNTARY INS		184.56
Total for Check Number 6452:				184.56
6453	10021	ALERT O LITE	05/20/2015	
	0441425-IN	STRTC-25 REFLECTIVE CONES		459.68
Total for Check Number 6453:				459.68
6454	10035	AQUA NATURAL SOLUTIONS	05/20/2015	
	2308	SWR-MICROBE LIFT/SLUDGE AWAY		491.72
Total for Check Number 6454:				491.72
6455	10039	AT&T	05/20/2015	
	05182015	PD-T-1 LINE 5/10/15 - 6/9/15		267.38
Total for Check Number 6455:				267.38
6456	10810	Z - BENNY'S ITALIAN ICE	05/20/2015	
	5192015	REC-REFUND ALMOND FESTIVAL HEALTH		47.00
Total for Check Number 6456:				47.00
6457	10061	BSK ASSOCIATES	05/20/2015	
	A509071	WTR-GROSS ALPHA/HEXAVALENT CHROM		504.00
	A509612	WTR-EC CONDUCTIVITY QTR TESTING		72.00
Total for Check Number 6457:				576.00
6458	10081	CAPE	05/20/2015	
	5182015	PD-CAPE TRAINING FOR OFC MENDOZA		25.00
Total for Check Number 6458:				25.00
6459	10092	CENTRAL VALLEY TOXICOLOGY	05/20/2015	
	236353	PD-BLOOD TEST 15-0531		78.00
	236505	PD-BLOOD TEST 15-435-0779		78.00
	237344	PD-BLOOD TEST 15-0743		38.00
Total for Check Number 6459:				194.00
6460	10775	CERUTTI & SONS TRUCKING INC	05/20/2015	
	44014	STRTC-COLD MIX DELIVERY		1,974.94
Total for Check Number 6460:				1,974.94
6461	10811	CHARLES B SCOTT	05/20/2015	
	5192015	REC-REFUND ALMOND FESTIVAL HEALTH		94.00
Total for Check Number 6461:				94.00
6462	10452	CITY OF FRESNO WMD	05/20/2015	

Check No	Vendor No Invoice No	Vendor Name Description	Check Date Reference	Check Amount
	K012815	WTR-LAB ANALYSIS WATER		30.00
	K012815	SWR-LAB ANALYSIS WATER		76.00
Total for Check Number 6462:				106.00
6463	10104 815550021014764	COMCAST TECH-TECHNOLOGY SERVICES 5/14-6-13	05/20/2015	168.92
Total for Check Number 6463:				168.92
6464	10105 05182015	COMMUNITY MEDICAL CENTER PD-3 BLOOD DRAW 15-0742, 15-0743, 15-0744	05/20/2015	525.00
Total for Check Number 6464:				525.00
6465	10128 099998 97483 97483 97483 97483	DEPARTMENT OF JUSTICE PD-6 BLOOD ALCOHOL ANALYSIS APRIL PD-APRIL LIVE SCAN PRINTS PD-APPLICANT FINGERPRINTS K FRANCC PD-APPLICANT FINGERPRINTS O HERNAN PD-APPLICANT FINGERPRINTS R PEREZ	05/20/2015	210.00 288.00 81.00 81.00 81.00
Total for Check Number 6465:				741.00
6466	10800 12366433-00	FRESNO OXYGEN #5 REC-HELIUM FOR SPECIAL EVENTS	05/20/2015	119.58
Total for Check Number 6466:				119.58
6467	10169 23002	FRESNO PET CEMETERY ACC-13 ANIMAL CARCASSES DISPOSED O	05/20/2015	253.90
Total for Check Number 6467:				253.90
6468	10175 05142015 05142015 05142015 05142015 05142015 05142015 05142015 05142015 05142015 05142015 05142015 05142015	G & K SERVICES, INC VAR-UNIFORMS, MATS, SUPPLIES-BUILDING VAR-UNIFORMS, MATS, SUPPLIES-RECREATION VAR-UNIFORMS, MATS, SUPPLIES-UNIFORMS VAR-UNIFORMS, MATS, SUPPLIES-BLDG/P VAR-UNIFORMS, MATS, SUPPLIES-WATER VAR-UNIFORMS, MATS, SUPPLIES-SEWER VAR-UNIFORMS, MATS, SUPPLIES-SOLID WASTE VAR-UNIFORMS, MATS, SUPPLIES-STORM VAR-UNIFORMS, MATS, SUPPLIES-VEHICLE VAR-UNIFORMS, MATS, SUPPLIES-LANDSCAPE VAR-UNIFORMS, MATS, SUPPLIES-STREET VAR-UNIFORMS, MATS, SUPPLIES-MEASUREMENT	05/20/2015	3.67 28.30 16.29 1,023.19 85.54 79.71 1.59 8.91 14.49 18.51 9.89 39.20
Total for Check Number 6468:				1,329.29
6469	10803 05192015	Z - HINKLES HONEY REC-REFUND ALMOND FESTIVAL HEALTH	05/20/2015	47.00
Total for Check Number 6469:				47.00
6470	10204 35829	IDTS INC PD-ANNUAL ENROLLMENTS P MAGALLO	05/20/2015	5.00
Total for Check Number 6470:				5.00
6471	10228 N15-722	J'S COMMUNICATIONS, INC PD-1 MOTOROLA XPR6550 PORTABLE RADIO	05/20/2015	1,042.03

Check No	Vendor No Invoice No	Vendor Name Description	Check Date Reference	Check Amount
			Total for Check Number 6471:	1,042.03
6472	10226	JORGENSEN & CO	05/20/2015	
	5514441	BPO-FIRE EXTING MAINT KPD		92.57
	5514444	V/E-FIRE EXTING MAINT-VEHICLES		481.60
	5514445	BPO-FIRE EXTING MAINT - CITY YARD		74.91
	5514446	BPO-FIRE EXTING MAINT - CITY HALL		63.00
			Total for Check Number 6472:	712.08
6473	10233	KERMAN CHAMBER OF COMMERCE	05/20/2015	
	5182015	CC-CHAMBER DONATIONS-FIREWORKS		500.00
			Total for Check Number 6473:	500.00
6474	10234	KERMAN FLORAL & GIFTS	05/20/2015	
	8657	CC-SIDHU CONGRATULATIONS BABY		61.69
			Total for Check Number 6474:	61.69
6475	10678	MAC'S EQUIPMENT INC	05/20/2015	
	05142015	V/E-SUPPLIES 3 INV <\$50		82.94
	124376	V/E-BATTERY FOR #1341		212.07
	124385	V/E-FAN BELT STOCK		77.51
	124385	V/E-GRAPE KNIFE/SPRINKER REPAIRS		3.63
			Total for Check Number 6475:	376.15
6476	10259	MES VISION	05/20/2015	
	151283088101	HR-JUNE VISION PREMIUM		690.26
			Total for Check Number 6476:	690.26
6477	10272	MUTUAL OF OMAHA	05/20/2015	
	00377962733	HR-JUNE LTD INS EMPLOYEE		411.40
	00377962733	HR-JUNE LTD INS EMPLOYER		411.40
	00377962733	HR-JUNE LIFE INSURANCE		378.60
	00377962733	HR-JUNE VOLUNTARY LIFE		961.39
			Total for Check Number 6477:	2,162.79
6478	10282	OFFICE DEPOT	05/20/2015	
	769599831001	WTR-CHAIR/FERNANDO WWTP		63.31
	769599831001	WTR-CHAIR/FERNANDO WWTP		63.30
	770363998001	WTR-OFFICE SUPPLIES		113.78
	770363998001	SWR-OFFICE SUPPLIES		79.40
			Total for Check Number 6478:	319.79
6479	10457	OFFICEMAX INC.	05/20/2015	
	358259	STRTC-PRINTER INK		95.44
	358259	WTR-PRINTER INK & TAPE		96.67
	358259	V/E-PRINTER INK		75.77
	358259	SWR-PENCILS		0.75
	358309	BPO-ERASER CAPS		0.89
	376092	WTR-WIRELESS KEYBOARD/MOUSE		56.81
	376092	STRTC-BATTERIES		4.60
	376092	STRTC-BATTERIES		3.99
	528517	STRTC-MONITOR STAND/CALCULATOR		52.71

Check No	Vendor No Invoice No	Vendor Name Description	Check Date Reference	Check Amount
			Total for Check Number 6479:	387.63
6480	10289	P.G.& E.	05/20/2015	
	3920400666-0	STRT- MONTHLY UTILITIES 4/1/15 - 4/30/15		3,943.03
	4055166878-9	LLD- MONTHLY UTILITIES 3/31/15 - 4/29/15		1,446.48
	4055166878-9	LLD- INSTALLMENT LOAN LED		1,207.83
	4647279811-8	PD-APRIL 2014 UTILITY SERVICES 4/2/15-5		1,069.25
	5467738309-0	WTR/SWR/SD MONTHLY UTILITIES 3/31/15		16,805.47
	5467738309-0	WTR/SWR/SD MONTHLY UTILITIES 3/31/15		105.63
	5467738309-0	WTR/SWR/SD MONTHLY UTILITIES 3/31/15		21.03
	5467738309-0	WTR/SWR/SD MONTHLY UTILITIES 3/31/15		48.92
	5741309690-0	BPO-MONTHLY SERVICE 3/27/15-4/27/15		413.60
			Total for Check Number 6480:	25,061.24
6481	10317	RAIN FOR RENT	05/20/2015	
	033011676	WTR-ESTIMATE TURBINE REPAIR WELL #		151.58
			Total for Check Number 6481:	151.58
6482	10815	REX-BAC-T TECHNOLOGIES	05/20/2015	
	21512771	SWR-ALGEA CONTROL/WWTP		688.16
			Total for Check Number 6482:	688.16
6483	10331	SEBASTIAN	05/20/2015	
	61088	WTR-SWAP 372 & 398/PW & WWTP		240.00
	61088	SWR-SWAP 372 & 398/PW & WWTP		240.00
			Total for Check Number 6483:	480.00
6484	10809	Z - SNO CAFE	05/20/2015	
	5192015	REC-REFUND ALMOND FESTIVAL HEALTH		47.00
			Total for Check Number 6484:	47.00
6485	10603	SOLENIS LLC	05/20/2015	
	130964940	SWR-POLYMER FOR SCREW PRESS		3,749.94
			Total for Check Number 6485:	3,749.94
6486	10344	STATE OF CALIFORNIA	05/20/2015	
	9312	STRTC-STREET LIGHT PAYMENT 6 OF 20		5,032.35
			Total for Check Number 6486:	5,032.35
6487	10355	TARGET SPECIALTY PRODUCTS	05/20/2015	
	PS0287758	SD-FINALE HERBICIDE		699.84
			Total for Check Number 6487:	699.84
6488	10374	TRITECH FORENSICS	05/20/2015	
	118660	PD-EVIDENCE SUPPLIES		203.75
			Total for Check Number 6488:	203.75
6489	10441	TURF STAR INC.	05/20/2015	
	6895292-00	V/E-40" TORO MOWER PARTS		78.31
	6895400-00	V/E-72" TORO MOWER PARTS		39.75
			Total for Check Number 6489:	118.06

Check No	Vendor No Invoice No	Vendor Name Description	Check Date Reference	Check Amount
6490	10377	U.S. POST OFFICE	05/20/2015	
	5192015	VAR-ADVANCE PAYMENT/UTILITY BILLIN		345.00
	5192015	VAR-ADVANCE PAYMENT/UTILITY BILLIN		345.00
	5192015	VAR-ADVANCE PAYMENT/UTILITY BILLIN		287.50
	5192015	VAR-ADVANCE PAYMENT/UTILITY BILLIN		172.50
Total for Check Number 6490:				1,150.00
6491	10391	VALLEY FARM SUPPLY STORES	05/20/2015	
	05142015	WTR-SUPPLIES 11 INV <\$50		166.09
	05142015	BPO-SUPPLIES 5 INV <\$50		41.55
	05142015	LLD-SUPPLIES 4 INV <\$50		42.75
	05142015	SWR-SUPPLIES 4 INV <\$50		41.30
	OFF1K103661	BPO-STIHL PLATE PVC FITTING		132.23
	OFF1K103897	AAC-DOG FOOD		28.13
	OFF1K103981	BPO-STIHL WEDEATER HEADS/BLUE KIT		62.66
	OFF1K103992	BPO-EDGER BELTS		64.89
	OFF1K104034	WTR-RECIPRICATING SAW 50% TO WTR		108.22
	OFF1K104034	SWR-RECIPRICATING SAW 50% TO WTR		108.22
	OFF1K104048	SWR-SUPPLIES 1 INV <\$50		3.29
	OFF2K1037778	LLD-STIHL WEDEATER HEADS		69.15
	OFF2K1037791	BPO-STIHL STARTER ROPE SPOOL		168.83
	OFF2K103969	SWR-SUPPLIES 4 INV <\$50		13.52
	OFF2K104022	BPO-50' HOSE		68.19
	OFF2K104042	LLD-OIL PUMP, WASHER, RING & GEARS		126.33
Total for Check Number 6491:				1,245.35
6492	10392	VALLEY FOOD CENTER	05/20/2015	
	05192015	REC-SCAVENGER HUNT/HACIENDA HEIGI		166.25
	05192015	REC-ALMOND FESTIVAL WALK SUPPLIES		33.60
Total for Check Number 6492:				199.85
6493	10399	VETERINARY MEDICAL CENTER	05/20/2015	
	210720	AAC-8 EUTHANASIA ANIMALS		148.40
	211343	AAC-15 EUTHANASIA ANIMALS		274.40
	211388	AAC-3 EUTHANASIA ANIMALS		58.40
Total for Check Number 6493:				481.20
6494	10808	Z - ALMA BOELE	05/20/2015	
	5192015	REC-ALMOND FESTIVAL HEALTH FEE		47.00
Total for Check Number 6494:				47.00
6495	10812	Z - ANDREA ALVAREZ	05/20/2015	
	5192015	REC-REFUND ALMOND FESTIVAL HEALTH		47.00
Total for Check Number 6495:				47.00
6496	10807	Z - BRIAN CHOUA XA VANG	05/20/2015	
	5192015	REC-REFUND ALMOND FESTIVAL HEALTH		47.00
Total for Check Number 6496:				47.00
6497	10806	Z - ELIZABETH BROWN	05/20/2015	
	5192015	REC-REFUND ALMOND FESTIVAL HEALTH		94.00
Total for Check Number 6497:				94.00
6498	10804	Z - JOYCE TRUMAN	05/20/2015	

Check No	Vendor No Invoice No	Vendor Name Description	Check Date Reference	Check Amount
	05192015	REC-REFUND ALMOND FESTIVAL HEALTH		47.00
			Total for Check Number 6498:	47.00
6499	10801 00020845	Z - LETICIA SALAMANCA CTC-DEPOSIT REFUND SCOUT HUT 5/17/15	05/20/2015	100.00
			Total for Check Number 6499:	100.00
6500	10802 00013205	Z - MARIA ORTEGA CTC-DEPOSIT REFUND SCOUT HUT 5/16/15	05/20/2015	100.00
			Total for Check Number 6500:	100.00
6501	10813 5192015	Z - ROSIE GARZA REC-REFUND ALMOND FESTIVAL HEALTH	05/20/2015	47.00
			Total for Check Number 6501:	47.00
6502	10805 5192015	Z - RUTH WARDWELL REC-REFUND ALMOND FESTIVAL HEALTH	05/20/2015	47.00
			Total for Check Number 6502:	47.00
6503	10054 151380004610 151380004610	BLUE SHIELD OF CALIFORNIA HR-JUNE MEDICAL COVERAGE HR-COBRA COVERAGE	05/20/2015	25,219.79 263.81
			Total for Check Number 6503:	25,483.60
			Total for 5/20/2015:	80,752.48
6504	10616 00224380	AAA QUALITY SERVICES, INC. CS-FENCE RENTAL KATEY'S KIDS PARK M	05/27/2015	81.17
			Total for Check Number 6504:	81.17
6505	10010 43060344 43060344 43060344 43060344 43060344	ACCONTEMPS FIN-TEMP AGENCY PERSONNEL 40 HRS FIN-TEMP AGENCY PERSONNEL 40 HRS FIN-TEMP AGENCY PERSONNEL 40 HRS FIN-TEMP AGENCY PERSONNEL 40 HRS FIN-TEMP AGENCY PERSONNEL 40 HRS	05/27/2015	34.34 240.38 206.05 171.70 34.33
			Total for Check Number 6505:	686.80
6506	10014 18207 29723 5222015 5222015 78617	ADMINISTRATIVE SOLUTIONS, INC HR-JUNE DENTAL CLAIMS FUNDING HR-JUNE BLUE SHIELD PLAN ADMIN HR-MAY-SEC 125 EMPLOYEE CONT HR-JUNE EMPLOYER FLEX PLAN HR-JUNE SEC 125 PLAN ADMIN	05/27/2015	4,310.09 750.00 1,844.20 10,100.00 95.00
			Total for Check Number 6506:	17,099.29
6507	10103 5222015	COLONIAL LIFE HR-MAY EMPLOYEE CONTRIBUTION-3420	05/27/2015	515.60
			Total for Check Number 6507:	515.60
6508	10106	CONSOLIDATED EDISON SOLUTIONS	05/27/2015	

Check No	Vendor No Invoice No	Vendor Name Description	Check Date Reference	Check Amount
	2560305	SWR-SOLAR POWER 4/1/15 - 5/1/15		13,672.58
			Total for Check Number 6508:	13,672.58
6509	10112 00015712	CR WELL DRILLING WTR-REFUND ON WATER METER RENTAL	05/27/2015	925.68
			Total for Check Number 6509:	925.68
6510	10780 5262015	DJ OLIVIO RIVAS REC-DJ FOR JUNE LOCK-IN	05/27/2015	350.00
			Total for Check Number 6510:	350.00
6511	10144 3009378	ELBERT DISTRIBUTING, INC V/E-MOTOR OIL ADD/FUEL CLEANER	05/27/2015	94.57
			Total for Check Number 6511:	94.57
6512	10151 9678897 9678897	EWING IRRIGATION PRODUCTS LLD-SPRINKLER SUPPLIES STRTC-SPRINKLER SUPPLIES	05/27/2015	195.70 195.71
			Total for Check Number 6512:	391.41
6513	10154 CAFR251867 CAFR251867 CAFR251867 CAFR251867 CAFR251867 CAFR251881 CAFR251881 CAFR251921 CAFR251922	FASTENAL COMPANY WTR-VARIOUS SUPPLIES WTR-VARIOUS SUPPLIES LLD-VARIOUS SUPPLIES BPO-VARIOUS SUPPLIES V/E-VARIOUS SUPPLIES BPO-VARIOUS SUPPLIES LLD-VARIOUS SUPPLIES STRTC-VARIOUS SUPPLIES STRTC-VARIOUS SUPPLIES	05/27/2015	32.08 23.82 15.82 52.73 26.78 8.00 44.22 14.06 202.06
			Total for Check Number 6513:	419.57
6514	10168 AT19211	FRESNO NETWORKS TECH-MONTHLY TECH SUPPORT SERVICE	05/27/2015	2,224.17
			Total for Check Number 6514:	2,224.17
6515	10166 1193 1193	FRESNO/MADERA AGENCY ON AGING NUT-NUTRITION SITE SUPPLIES NUT-NUTRITION SITE SUPPLIES	05/27/2015	191.78 3.43
			Total for Check Number 6515:	195.21
6516	10823 INV17	FUNTIME PARTY RENTAL REC-BOUNCE HOUSE FOR JUNE LOCK-IN	05/27/2015	155.00
			Total for Check Number 6516:	155.00
6517	10205 IN-000524500 IN-000524502	INDEPENDENT STATIONERS CS-PENS COFFEE CUPS CS-PAPER VOLLEYBALL FLYERS	05/27/2015	35.77 40.68
			Total for Check Number 6517:	76.45
6518	10285 8206024	ONTRAC BPO-PLAN CHECK OVERNIGHT DELIVERY	05/27/2015	52.70

Check No	Vendor No Invoice No	Vendor Name Description	Check Date Reference	Check Amount
			Total for Check Number 6518:	52.70
6519	10289	P.G.& E.	05/27/2015	
	6206788690-3	CS-MONTHLY ELECTRICITY & GAS 4/9/15		2,286.08
	6206788690-3	CS-MONTHLY ELECTRICITY & GAS 4/9/15		1,989.66
	6206788690-3	CS-MONTHLY ELECTRICITY & GAS 4/9/15		378.83
	6206788690-3	CS-MONTHLY ELECTRICITY & GAS 4/9/15		100.00
			Total for Check Number 6519:	4,754.57
6520	10315	QUINN COMPANY	05/27/2015	
	PC000336557	V/E-CAT BACKHOE PARTS		182.83
			Total for Check Number 6520:	182.83
6521	10420	SPRINT	05/27/2015	
	622685312-162	VAR-MONTHLY CELLULAR SERVICE 4/12/		25.08
	622685312-162	VAR-MONTHLY CELLULAR SERVICE 4/12/		25.08
	622685312-162	VAR-MONTHLY CELLULAR SERVICE 4/12/		186.27
	622685312-162	VAR-MONTHLY CELLULAR SERVICE 4/12/		30.45
	622685312-162	VAR-MONTHLY CELLULAR SERVICE 4/12/		21.49
	622685312-162	VAR-MONTHLY CELLULAR SERVICE 4/12/		46.57
	622685312-162	VAR-MONTHLY CELLULAR SERVICE 4/12/		128.96
	622685312-162	VAR-MONTHLY CELLULAR SERVICE 4/12/		78.81
	622685312-162	VAR-MONTHLY CELLULAR SERVICE 4/12/		71.64
	622685312-162	VAR-MONTHLY CELLULAR SERVICE 4/12/		25.08
	622685312-162	VAR-MONTHLY CELLULAR SERVICE 4/12/		35.81
			Total for Check Number 6521:	675.24
6522	10754	SUPPLYWORKS	05/27/2015	
	5137801-01	CTC-JANITORIAL SUPPLIES		66.99
			Total for Check Number 6522:	66.99
6523	10441	TURF STAR INC.	05/27/2015	
	6896023-00	V/E-MOTOR WHEEL 60" TORO MOWER		801.95
	6896067-00	V/E-PARTS FOR 60" TORO MOWER		69.94
	6896067-00	V/E-PARTS FOR 60" TORO MOWER		16.89
	6896070-00	V/E-PARTS FOR 60" TORO MOWER		36.25
			Total for Check Number 6523:	925.03
6524	10389	VALLEY AIR CONDITIONING	05/27/2015	
	30612	CTC-AC REPAIR CTC		575.00
	30613	CTC-AC REPAIR SENIOR CTR		860.00
			Total for Check Number 6524:	1,435.00
6525	10406	WEST HILLS OIL, INC	05/27/2015	
	47530	V/E-FUEL MAY 01-15		4,196.29
	47530	V/E-B ARREDONDO-TRANSPORTATION		386.16
			Total for Check Number 6525:	4,582.45
6526	10820	Z - BARBARA MENDRIN	05/27/2015	
	5262015	REC-REFUND ALMOND FEST HEALTH FEE		47.00
			Total for Check Number 6526:	47.00
6527	10821	Z - CARMEN CASTRO	05/27/2015	

Check No	Vendor No Invoice No	Vendor Name Description	Check Date Reference	Check Amount
	5262015	REC-REFUND ALMOND FEST HEALTH FEE		47.00
			Total for Check Number 6527:	47.00
6528	10824 5262015	Z - JANEL NUNES REC-REFUND ALMOND FEST HEALTH FEE	05/27/2015	47.00
			Total for Check Number 6528:	47.00
6529	10825 5262015	Z - JESUS MENDOZA REC-REFUND ALMOND FEST HEALTH FEE	05/27/2015	47.00
			Total for Check Number 6529:	47.00
			Total for 5/27/2015:	49,750.31
			Report Total (87 checks):	199,162.53



City of Kerman

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MAYOR
Stephen B. Hill
COUNCIL MEMBER
Rhonda Armstrong
MAYOR PRO-TEM
Gary Yep
COUNCIL MEMBER
Nathan Fox
COUNCIL MEMBER
Bill Nijjer

DEPARTMENT: PLANNING AND DEVELOPMENT
STAFF REPORT
CITY COUNCIL MEETING
COUNCIL MEETING DATE: JUNE 3, 2015

To: Mayor and City Council
From: Jerry Jones, City Engineer
Subject: Resolution Authorizing the City Manager to Sign Program Supplement No. N019 for the California Avenue Sidewalk Project

RECOMMENDATION

Council by motion adopt the resolution authorizing the City Manager to sign Program Supplement No. N019 for the California Avenue Sidewalk Project.

EXECUTIVE SUMMARY

The City has been allocated Federal Congestion Mitigation and Air Quality Improvement Program (CMAQ) funds for the construction of a 10 foot wide sidewalk on the south side of California Avenue from Del Norte Avenue to First Street. Caltrans requires a Program Supplement to the Master Agreement for each new project. This resolution will authorize the City Manager to sign the Program Supplement for this project.

OUTSTANDING ISSUES

None.

DISCUSSION

The City receives a bi-annual allocation of CMAQ Lifeline funds to be used for projects that improve air quality. The City has applied its FY 14/15-15/16 allocation to the construction of a 10 foot wide sidewalk along the south side of California Avenue from Del Norte Avenue to First Street. The sidewalk will be a joint-use pedestrian and bicyclist route. The project is a portion of the California Avenue Pedestrian Route Master Plan. The preliminary engineering phase is planned to begin this summer, with construction planned for Spring/Summer 2016.

The City of Kerman has received Federal funding for various transportation projects over the years and has entered into a Master Agreement for the administration of those funds. Each individual project requires the approval of a separate Program Supplement. This Program Supplement to the Master Agreement is a standard form and is required before the City may receive the funding. The City is not allowed to make any changes to the Program Supplement. The Program Supplement requires the City to follow all of the Federal requirements for the project.

FISCAL IMPACT

The City cannot receive any of the Federal CMAQ funding programmed for the project without executing the Program Supplement. The CMAQ funds programmed for the project are \$118,700. The City will be required to contribute \$61,300 in Local Transportation funds, for a total project cost of \$180,000.

PUBLIC HEARING

Not Required.

Attachments:

- A. Resolution w/ Exhibit
- B. Vicinity Map

Attachment 'A'

RESOLUTION NO. 15-__

RESOLUTION OF THE CITY COUNCIL OF THE CITY OF KERMAN, CALIFORNIA,
AUTHORIZING THE CITY MANAGER TO SIGN PROGRAM SUPPLEMENT NO. N019
FOR THE CALIFORNIA AVENUE SIDEWALK PROJECT

RESOLVED by the Council of the City of Kerman, County of Fresno, California, that:

WHEREAS, the City of Kerman is eligible to receive Federal and/or State funding for certain transportation projects, through the California Department of Transportation; and

WHEREAS, Program Supplemental Agreements, Fund Exchange Agreements and/or Fund Transfer Agreements need to be executed with the California Department of Transportation for the California Avenue Sidewalk Project before such funds could be claimed; and

WHEREAS, the City of Kerman wishes to delegate authorization to execute these agreements and any amendments thereto.

NOW, THEREFORE IT IS HEREBY FOUND, DETERMINED, AND ORDERED as follows:

1. The City Manager is hereby authorized to execute Program Supplement No. N019 attached hereto as Exhibit 'A' and all Program Supplemental Agreements, Fund Exchange Agreements, Fund Transfer Agreements and/or any amendments thereto for the California Avenue Sidewalk Project, Federal Project No. CML-5291(024) with the California Department of Transportation.
2. This authorization shall be effective immediately and remain in effect until modified by council resolution.

The foregoing resolution was introduced and adopted at a regular meeting of the City Council of the City of Kerman held on the 3rd day of June, 2015, by the following vote to wit:

- AYES:
- NOES:
- ABSENT:
- ABSTAIN:

The foregoing resolution is hereby approved.

Stephen B. Hill
Mayor

ATTEST:

Marci Reyes
City Clerk

Exhibit 'A'

PROGRAM SUPPLEMENT NO. N019
 to
ADMINISTERING AGENCY-STATE AGREEMENT
FOR FEDERAL-AID PROJECTS NO 06-5291R

Adv Project ID **Date:** April 6, 2015
 0615300198 **Location:** 06-FRE-0-KMN
 Project Number: CML-5291(024)
 E.A. Number:
 Locode: 5291

This Program Supplement hereby adopts and incorporates the Administering Agency-State Agreement for Federal Aid which was entered into between the Administering Agency and the State on 03/07/07 and is subject to all the terms and conditions thereof. This Program Supplement is executed in accordance with Article I of the aforementioned Master Agreement under authority of Resolution No. _____ approved by the Administering Agency on _____ (See copy attached).

The Administering Agency further stipulates that as a condition to the payment by the State of any funds derived from sources noted below obligated to this PROJECT, the Administering Agency accepts and will comply with the special covenants or remarks set forth on the following pages.

PROJECT LOCATION:

On California Ave from Del Norte Ave to First St.

TYPE OF WORK: Construct 10' wide sidewalk.

LENGTH: 0.0(MILES)

Estimated Cost	Federal Funds		Matching Funds	
	M40E		LOCAL	OTHER
\$21,600.00		\$14,200.00	\$7,400.00	\$0.00

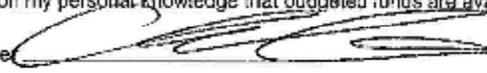
CITY OF KERMAN

STATE OF CALIFORNIA
Department of Transportation

By _____
 Title _____
 Date _____
 Attest _____

By _____
Chief, Office of Project Implementation
Division of Local Assistance
 Date _____

I hereby certify upon my personal knowledge that budgeted funds are available for this encumbrance:

Accounting Office:  Date 4/7/15 \$14,200.00

Chapter	Statutes	Item	Year	Program	BC	Category	Fund Source	AMOUNT

06-FRE-0-KMN
CML-5291(024)

04/06/2015

SPECIAL COVENANTS OR REMARKS

1. A. The ADMINISTERING AGENCY will advertise, award and administer this project in accordance with the current published Local Assistance Procedures Manual.

B. ADMINISTERING AGENCY agrees that it will only proceed with work authorized for specific phase(s) with an "Authorization to Proceed" and will not proceed with future phase(s) of this project prior to receiving an "Authorization to Proceed" from the STATE for that phase(s) unless no further State or Federal funds are needed for those future phase(s).

C. Award information shall be submitted by the ADMINISTERING AGENCY to the District Local Assistance Engineer within 60 days of project contract award and prior to the submittal of the ADMINISTERING AGENCY'S first invoice for the construction contract.

Failure to do so will cause a delay in the State processing invoices for the construction phase. Attention is directed to Section 15.7 "Award Package" of the Local Assistance Procedures Manual.

D. ADMINISTERING AGENCY agrees, as a minimum, to submit invoices at least once every six months commencing after the funds are encumbered for each phase by the execution of this Project Program Supplement Agreement, or by STATE's approval of an applicable Finance Letter. STATE reserves the right to suspend future authorizations/obligations for Federal aid projects, or encumbrances for State funded projects, as well as to suspend invoice payments for any on-going or future project by ADMINISTERING AGENCY if PROJECT costs have not been invoiced by ADMINISTERING AGENCY for a six-month period.

If no costs have been invoiced for a six-month period, ADMINISTERING AGENCY agrees to submit for each phase a written explanation of the absence of PROJECT activity along with target billing date and target billing amount.

ADMINISTERING AGENCY agrees to submit the final report documents that collectively constitute a "Report of Expenditures" within one hundred eighty (180) days of PROJECT completion. Failure of ADMINISTERING AGENCY to submit a "Final Report of Expenditures" within 180 days of PROJECT completion will result in STATE imposing sanctions upon ADMINISTERING AGENCY in accordance with the current Local Assistance Procedures Manual.

E. Administering Agency shall not discriminate on the basis of race, religion, age, disability, color, national origin, or sex in the award and performance of any Federal-assisted contract or in the administration of its DBE Program Implementation Agreement. The Administering Agency shall take all necessary and reasonable steps under 49 CFR Part 26 to ensure nondiscrimination in the award and administration of Federal-assisted contracts. The Administering Agency's DBE Implementation Agreement is incorporated by reference in this Agreement. Implementation of the DBE Implementation Agreement, including but not limited to timely reporting of DBE commitments and utilization, is a legal

06-FRE-0-KMN
CML-5291(024)

04/06/2015

SPECIAL COVENANTS OR REMARKS

obligation and failure to carry out its terms shall be treated as a violation of this Agreement. Upon notification to the Administering Agency of its failure to carry out its DBE Implementation Agreement, the State may impose sanctions as provided for under 49 CFR Part 26 and may, in appropriate cases, refer the matter for enforcement under 18 U.S.C. 1001 and/or the Program Fraud Civil Remedies Act of 1986 (31 U.S.C. 3801 et seq.).

F. Any State and Federal funds that may have been encumbered for this project are available for disbursement for limited periods of time. For each fund encumbrance the limited period is from the start of the fiscal year that the specific fund was appropriated within the State Budget Act to the applicable fund Reversion Date shown on the State approved project finance letter. Per Government Code Section 16304, all project funds not liquidated within these periods will revert unless an executed Cooperative Work Agreement extending these dates is requested by the ADMINISTERING AGENCY and approved by the California Department of Finance.

ADMINISTERING AGENCY should ensure that invoices are submitted to the District Local Assistance Engineer at least 75 days prior to the applicable fund Reversion Date to avoid the lapse of applicable funds. Pursuant to a directive from the State Controller's Office and the Department of Finance; in order for payment to be made, the last date the District Local Assistance Engineer can forward an invoice for payment to the Department's Local Programs Accounting Office for reimbursable work for funds that are going to revert at the end of a particular fiscal year is May 15th of the particular fiscal year. Notwithstanding the unliquidated sums of project specific State and Federal funding remaining and available to fund project work, any invoice for reimbursement involving applicable funds that is not received by the Department's Local Programs Accounting Office at least 45 days prior to the applicable fixed fund Reversion Date will not be paid. These unexpended funds will be irrevocably reverted by the Department's Division of Accounting on the applicable fund Reversion Date.

G. As a condition for receiving federal-aid highway funds for the PROJECT, the Administering Agency certifies that NO members of the elected board, council, or other key decision makers are on the Federal Government Exclusion List. Exclusions can be found at www.sam.gov.

H. STATE and ADMINISTERING AGENCY agree that any additional funds which are made available for any new phase(s) of work by future Federal obligations will be encumbered on this PROJECT by use of a Federal Highway Administration-approved "Authorization to Proceed" (E-76) STATE Finance Letter. ADMINISTERING AGENCY agrees that Federal funds available for reimbursement will be limited to the amounts obligated by the Federal Highway Administration.



City of Kerman

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MAYOR
Stephen B. Hill
COUNCIL MEMBER
Rhonda Armstrong

MAYOR PRO-TEM
Gary Yep
COUNCIL MEMBER
Nathan Fox

COUNCIL MEMBER
Bill Nijjer

DEPARTMENT: FINANCE
STAFF REPORT
CITY COUNCIL MEETING
COUNCIL MEETING DATE: JUNE 3, 2015

To: Mayor and City Council
From: Toni Jones, Finance Director
Subject: Healthy Workplace/Healthy Family Act of 2014 Part-Time Sick Leave Provisions Effective July 1, 2015

RECOMMENDATION

Council by motion adopt resolution approving a sick leave policy pursuant to AB 1522 for part-time employees as required by the State of California.

EXECUTIVE SUMMARY

The State of California has enacted the Healthy Workplaces, Healthy Families Act of 2014 (AB 1522). Beginning July 1, 2015 employers must provide paid sick leave for employees covered under AB 1522. Under the provisions of AB 1522, the City may establish the accrual method and the minimum usage increment for paid sick leave. Under the proposed method of implementing this benefit, part-time employees will accrue paid sick leave at the rate of one (1) hour of paid sick leave for every thirty (30) hours worked beginning on the first day of employment. If an employee separates from employment and is re-hired within one year of the date of separation, previously accrued and unused paid sick leave hours shall be reinstated.

OUTSTANDING ISSUES

None.

DISCUSSION

On September 10, 2014, Governor Brown signed into law the Healthy Workplaces, Healthy Families Act of 2014 that provides up to three (3) days or twenty-four (24) hours of paid sick leave for eligible employees beginning July 1, 2015. AB 1522 allows the City to choose between two methods, accrual or frontloading/lump sum method; staff is recommending the accrual method.

City part-time employees are not covered by any Memorandum of Understanding (MOU) agreements. As such, these employees are subject to the provisions of AB 1522. All other employees of the City are covered under MOU's that meet or exceed the minimum requirements for AB 1522 paid sick leave and are, therefore, not subject to AB 1522.

PUBLIC HEARING

None.

Attachments:

- A. Resolution w/Exhibit

Attachment 'A'

RESOLUTION NO. 15-__

RESOLUTION OF THE CITY COUNCIL OF THE CITY OF KERMAN
ADOPTING A PAID SICK LEAVE POLICY PURSUANT TO AB 1522 FOR PART-TIME EMPLOYEES
ESTABLISHING THE ACCRUAL METHOD AND MINIMUM PAID SICK LEAVE USAGE INCREMENT

WHEREAS, on September 10, 2014 the Governor of the State of California signed the Healthy Workplaces, Healthy Families Act of 2014 (AB 1522) providing paid sick leave for covered employees; and

WHEREAS, the AB 1522 paid sick leave provision are to take effect July 1, 2015; and

WHEREAS, the City of Kerman wishes to establish a paid sick leave policy pursuant to AB 1522 for part-time employees; and

WHEREAS, part-time employees are not covered by an existing Memorandum of Understanding agreement, nor any other benefits policy; and

WHEREAS, a Part-time employee Paid Sick Leave Policy is attached as Exhibit 'A'; and

WHEREAS, AB 1522 allows the City to establish the accrual method and the minimum usage increment for paid sick leave,

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

1. Paid sick leave shall be accrued at the rate of one (1) hour of paid sick leave for every thirty (30) hours worked. Accrued and unused paid sick leave shall carry to the following year of employment with a cap of forty-eight (48) hours or six (6) days whichever is greater. Sick leave does not accrue once the cap is reached, but accrual begins again when accrued sick leave drops below the cap. Any unused accrued paid sick leave carries over year to year while continuously employed.
2. An employee shall be entitled to use accrued paid sick time beginning on the 90th day of employment with the City.
3. Paid sick leave shall be taken in increments of not less than two (2) hours.
4. Paid sick leave benefits shall be effective July 1, 2015 and shall remain in effect until modified, terminated, or rescinded by subsequent resolution of the City Council, or by changes to applicable State or Federal law.

The foregoing resolution was introduced at a regular meeting of the City Council of the City of Kerman held on the 3rd day of June, 2015, and passed at said meeting by the following vote:

AYES:
NOES:
ABSENT:
ABSTAIN:

The foregoing resolution is hereby approved.

ATTEST:

Stephen B. Hill
Mayor

Marci Reyes
City Clerk

Exhibit 'A'

City of Kerman Part-time Employee Paid Sick Leave Policy

The Governor of the State of California signed the Healthy Workplaces, Healthy Families Act of 2014 (AB 1522) providing paid sick leave for part-time, temporary, and seasonal employees effective July 1, 2015 under the following conditions:

Accrual Method

- An employee begins to accrue paid sick leave at the rate of one (1) hour of paid sick leave for every thirty (30) hours worked beginning on the first day of employment or July 1, 2015 for current part time employees. An employee is not eligible to begin using accrued paid sick leave until after 90 days of employment with the City.
- In accordance with California's Paid Sick Leave law, an employee may use up to a maximum of three (3) days or twenty-four (24) hours of accrued paid sick leave in a 12-month period for one of the following reasons:
 - § For the employee's own diagnosis, care, or treatment of an existing health condition or preventative care.
 - § For the diagnosis, care, or treatment of an existing health condition or preventative care for an employee's family member, including:
 - § *Child (including a biological, adopted, or foster child, stepchild, legal ward, or a child to whom the employee stands in loco parentis.)*
 - § *Spouse or Registered Domestic Partner*
 - § *Parent (including biological, adoptive, or foster parent, stepparent, or legal guardian of an employee or the employee's spouse or registered domestic partner, or a person who stood in loco parentis when the employee was a minor child.)*
 - § *Grandparent*
 - § *Grandchild*
 - § *Sibling*
 - To obtain any relief or services related to being a victim of domestic violence, sexual assault, or stalking including the following with appropriate certification of the need for such services:
 - § *A temporary restraining order or restraining order.*
 - § *Other injunctive relief to help ensure the health, safety or welfare of themselves or their children.*
 - § *To seek medical attention for injuries caused by domestic violence, sexual assault, or stalking.*

- § *To obtain services from a domestic violence shelter, program, or rape crisis center as a result of domestic violence, sexual assault, or stalking.*
 - § *To obtain psychological counseling related to an experience of domestic violence, sexual assault, or stalking.*
 - § *To participate in safety planning and take other actions to increase safety from future domestic violence, sexual assault, or stalking, including temporary or permanent relocation.*
- An employee can accrue paid sick leave up to a cap of 6 days or 48 hours ongoing. Sick leave does not accrue once the cap is reached, but accrual begins again when accrued sick leave drops below the cap. Any unused accrued paid sick leave will carryover year to year while continuously employed up to the cap stated above.
 - An employee shall provide reasonable advance notification of their need to use accrued paid sick leave to their supervisor if the need for paid sick leave use is foreseeable (e.g., doctor's appointment scheduled in advance). If the need for paid sick leave use is unforeseeable, the employee shall provide notice of the need for the leave to their supervisor as soon as is practicable.
 - An employee who uses paid sick leave must do so with a minimum increment of two hours of sick leave.
 - Paid sick leave will not be considered hours worked for purposes of overtime calculation. An employee will not receive compensation for unused accrued paid sick leave upon termination, resignation, retirement or other separation from employment with the City.
 - If an employee separates from City employment and is re-hired by the City within one year of the date of separation, previously accrued and unused paid sick leave hours shall be reinstated to the extent required by law. However, if a rehired employee had not yet worked the requisite 90 days of employment to use paid sick leave at the time of separation, the employee must still satisfy the 90 days of employment requirement collectively over the periods of employment with the City before any paid sick leave can be used.



City of Kerman

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MAYOR
Stephen B. Hill
COUNCIL MEMBER
Rhonda Armstrong
MAYOR PRO-TEM
Gary Yep
COUNCIL MEMBER
Nathan Fox
COUNCIL MEMBER
Bill Nijjer

DEPARTMENT: PLANNING AND DEVELOPMENT
STAFF REPORT
CITY COUNCIL MEETING
COUNCIL MEETING DATE: JUNE 3, 2015

To: Mayor and City Council
From: Jerry Jones, City Engineer
Subject: Resolution Designating City Manager as Authorized Representative for the Safe Drinking Water State Revolving Fund Grant for Well No. 18 and Consolidation of Double L Mobile Ranch Park

RECOMMENDATION

Council by motion adopt the resolution designating the City Manager as the authorized representative for the Safe Drinking Water State Revolving Fund Grant for Well No. 18 and Consolidation of the Double L Mobile Ranch Park.

EXECUTIVE SUMMARY

In 2013, the City was approached by the California Department of Public Health (CDPH), Drinking Water Program, regarding the connection of the Double L Mobile Ranch Park (MRP) to the City's water system to address ongoing violations by the Double L MRP water system. In doing so, the City would be eligible for funding through the Safe Drinking Water State Revolving Fund (SDWSRF) Program for the construction of the necessary facilities to connect the Double L MRP to the City's water system and also for the construction of the City's new Well No. 18. The City was invited to apply for SDWSRF funding by CDPH on behalf of the Double L MRP. The City submitted the application to CDPH and has received the necessary environmental, technical, and financial clearances. Once funds become available, the City may enter into a funding agreement with the State for the project. During the last year, CDPH's Drinking Water Program was transferred over to the State Water Resources Control Board (SWRCB) and is now known as the Division of Drinking Water (DDW). A resolution similar to the one attached was adopted in November 2013, but at that time the SDWSRF Program was supervised by CDPH. The SWRCB is requiring a revised resolution.

OUTSTANDING ISSUES

None.

DISCUSSION

The Double L MRP is a rural mobile home park located at the northeast corner of Floyd Avenue and Church Avenue, approximately 2.5 miles east of the City, see Attachment B. The Double L MRP is served by a small private water system. The water system has ongoing uranium maximum contaminant level (MCL) violations in the sole source of supply for the water system. As a privately owned water system, the water system is ineligible for funding through the SDWSRF Program.

The City was approached by CDPH regarding the connection of the Double L MRP water system to the City's water system. As a public entity, the City is eligible to receive funding through the SDWSRF Program. The owner of the

Double L MRP, Mr. Carl Hunt, assigned his water system's SDWSRF Construction Grant Application to the City. Therefore, the City was eligible to apply for funding for connection of the Double L MRP water system to the City's water system. The connection would require the installation of a water main in California Avenue from Goldenrod Avenue to Floyd Avenue and in Floyd Avenue from California Avenue to Church Avenue, see Attachment B. All costs associated with the installation of the water main and associated facilities would be eligible for funding, with no costs being borne by the City.

At the time the City was approached by CDPH, preliminary design had begun on the City's new domestic supply well, Well No. 18. The City had been in the process of developing Well No. 18 for several years in order to eliminate the periodic use of Well No. 10, which has had uranium levels above acceptable levels at times. The City relayed to CDPH that in order to provide water service to Double L MRP, the City needed to have Well No. 18 online. CDPH agreed that in addition to receiving funding for the connection of the Double L MRP, the City would be eligible to receive funding for the construction of the City's new Well No. 18. Well No. 18 will be located approximately 400 feet north of Whitesbridge Road and 1,200 feet west of Madera Avenue, adjacent to the City's storm drainage basin, see Attachment C.

The City submitted an application for SDWSRF Grant funding to CDPH on December 26, 2013. The application was deemed complete on May 22, 2014. The City has received the necessary environmental, technical, and financial clearances. Once funds become available, the City may enter into a funding agreement with the State for the project. However, during the last year CDPH's Drinking Water Program was transferred over to the State Water Resources Control Board (SWRCB) and is now known as the Division of Drinking Water (DDW). A resolution similar to the one attached was adopted in November 2013, but at that time the SDWSRF Program was supervised by CDPH. The SWRCB is requiring a revised resolution, as they use different templates and language for their resolutions.

FISCAL IMPACT

The City must develop Well No. 18 regardless of whether or not the Double L MRP is connected to the City's water system. The estimated cost for the development of Well No. 18 and the installation of all associated facilities is \$1,500,000. If the project receives funding, the entire cost of Well No. 18 would be eligible for funding, along with the entire costs associated with the connection of the Double L MRP water system. The City has been assured by the State that this project is a priority and funding will be allocated to the project.

PUBLIC HEARING

Not Required.

Attachments:

- A. Resolution
- B. Vicinity Map – Double L MRP
- C. Vicinity Map – Well No. 18

Attachment 'A'

RESOLUTION NO. 15-__

RESOLUTION OF THE CITY COUNCIL OF THE CITY OF KERMAN
DESIGNATING THE CITY MANAGER AS THE AUTHORIZED REPRESENTATIVE
FOR THE SAFE DRINKING WATER STATE REVOLVING FUND GRANT
FOR WELL NO. 18 AND CONSOLIDATION OF THE DOUBLE L MOBILE RANCH PARK

WHEREAS, Carl Hunt is the owner of the Double L Mobile Ranch Park located at 11470 W. Church Avenue, in the County of Fresno; and

WHEREAS, the Double L Mobile Ranch Park consists of thirty six (36) mobile home units/spaces and one residence and is served by a private water system owned and operated by Carl Hunt; and

WHEREAS, the private water system has received violations from the California Department of Public Health Drinking Water Division (CDPH) for exceeding the uranium maximum contaminant level; and

WHEREAS, the CDPH has approached the City of Kerman (City) regarding the consolidation of the Double L Mobile Ranch Park water system into the City's water system and Carl Hunt is agreeable to this consolidation; and

WHEREAS, the City deemed it necessary to construct Well No. 18 prior to providing water service to the Double L MRP; and

WHEREAS, the CDPH invited the City to apply for Safe Drinking Water State Revolving Fund Grant funding for construction of Well No. 18 and Consolidation of the Double L Mobile Ranch Park Water System ; and

WHEREAS, the City has submitted an Application for Safe Drinking Water State Revolving Fund Grant funding for construction of Well No. 18 and Consolidation of the Double L Mobile Ranch Park Water System.

NOW, THEREFORE, THE CITY COUNCIL OF THE CITY OF KERMAN DOES RESOLVE AS FOLLOWS:

1. The City Manager or designee is hereby authorized and directed to sign and file, for and on behalf of the City, a Financial Assistance Application for a financing agreement from the State Water Resources Control Board for the planning, design, and construction of Well No. 18 and Consolidation of the Double L Mobile Ranch Park.
2. The City Manager, or his/her designee, is designated to provide the assurances, certifications, and commitments required for the financial assistance application, including executing a financial assistance agreement from the State Water Resources Control Board and any amendments or changes thereto.
3. The City Manager, or his/her designee, is designated to represent the City in carrying out the City's responsibilities under the financing agreement, including certifying disbursement requests on behalf of the City and compliance with applicable state and federal laws.

The forgoing resolution was introduced and adopted at a regular meeting of the City Council of the City of Kerman held on the 3rd day of June, 2015, by the following vote to wit:

AYES:

NOES:

ABSENT:

ABSTAIN:

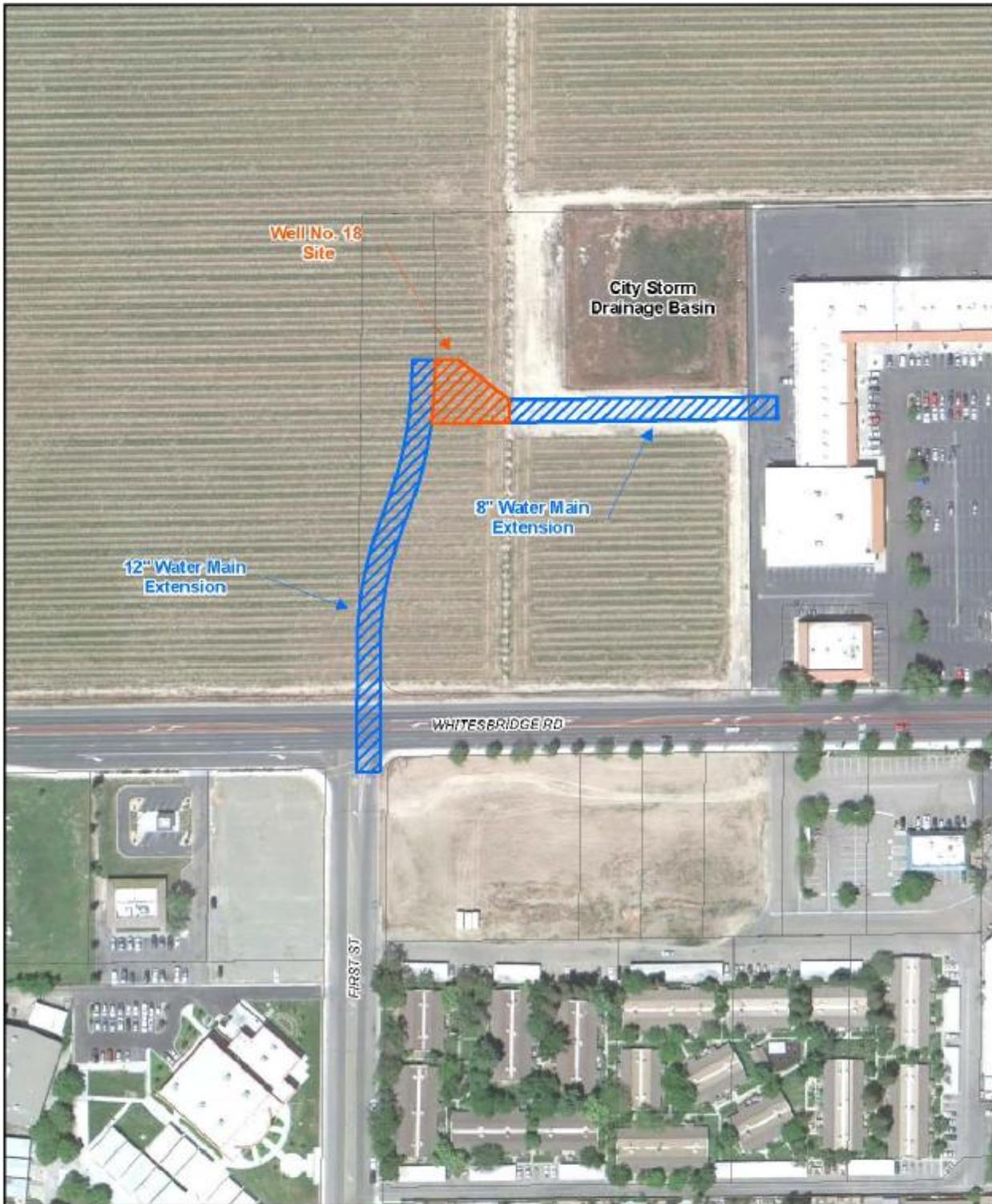
The foregoing resolution is hereby approved.

Stephen B. Hill
Mayor

ATTEST:

Marci Reyes
City Clerk

Attachment 'C'



 Well No. 18 Site

 Water Main Extensions

Project Vicinity Map
Exhibit 2





MAYOR
Stephen B. Hill

MAYOR PRO-TEM
Gary Yep

COUNCIL MEMBER
Rhonda Armstrong

COUNCIL MEMBER
Nathan Fox

COUNCIL MEMBER
Bill Nijjer

DEPARTMENT: FINANCE DEPARTMENT
STAFF REPORT
CITY COUNCIL MEETING
MEETING DATE: JUNE 3, 2015

To: Mayor and City Council
From: Toni Jones, Finance Director
Subject: Public Hearing for Proposed Utility Rates for Fiscal Year 2015/16

RECOMMENDATION

Council open the public hearing, receive public testimony, close the public hearing and by motion adopt resolution approving utility rates for Fiscal Year 2015/16.

EXECUTIVE SUMMARY

Each year staff reviews the revenue and expenditure projections for the Enterprise Funds (Water, Sewer, Solid Waste, Street Sweeping and Storm Drain) in order to determine if utility rates need adjustments to cover projected expenditures. The Enterprise Funds are different than the General Fund because the cost of operations is paid for by user charges. The City of Kerman owns and operates its own utilities with the exception of street sweeping, refuse hauling and collection (Solid Waste), which are contracted with outside firms.

After a thorough review of current and future revenue requirements and reserve levels for the Enterprise Funds, staff proposed the following rate increases for fiscal year 2015/16:

- Water .50 per user/month
- Sewer .75 per user/month
- Solid Waste .17 per user/month
- Street Sweeping .05 per user/month
- Storm Drain .05 per user/month
- Total \$1.52 per user/month

Additionally staff proposed a increase to the cost per 1,000 gallons, from 0.7956 to 0.81; an increase of 0.0144 cents.

The proposed utility rate adjustments are minor in order to keep up with ongoing operational costs. The proposed water rate increase of .50 will be split; .25 set aside for meter replacements and .25 to cover ongoing operational expenses. The proposed sewer rate increases is necessary to cover operational expenses and debt service payments for the new Wastewater Treatment Plant. Operational expenses on the WWTP for maintenance, supplies and state fees continue to increase each year. In fiscal year 2014/15 the full debt service payment was expensed from the Sewer Operation budget. Previously debt service payments were split 50/50 with Sewer Development Impact Fee (DIF) funds, but due to the continuing decline in construction, funds to cover 50% of the debt service are

not available in the DIF fund. In fiscal year 2015/16 \$75,000 of the debt service payment will be paid with Sewer Development Impact Fees.

Other minor adjustments are recommended to cover additional operating expenses within the funds including a small increase to cover increased tipping fees and inflation based on the CIP as stipulated in the contract with Mid Valley Disposal. Overall, the proposed rate changes represent a 1.96% on non-metered accounts and 2.33% on metered accounts or an average of \$1.64 additional per month for utility customers.

OUTSTANDING ISSUES

None.

DISCUSSION

The Proposed Utility Rates Summary (Attachment 'A'), Proposed Enterprise Funds Revenue summary (Attachment 'B'), and Enterprise Funds Revenue and Expenditure Summary (Attachment 'C'), are included with this report. Staff prepares these preliminary expenditure and revenue projections in order to determine the rate adjustments to be included in the fiscal year 2015/16 budget. Staff contacted other Fresno County municipalities to compare their current utility rates and is including the survey as Attachment 'D'. The City of Kerman continues to have one of the lowest utility rates compared to other Fresno County agencies.

The proposed rate adjustment would result in a total increase of \$1.52 or 1.96% (from \$77.40 per month to \$78.92) for non-metered customers and \$1.75 or 2.33% (from \$75.02 per month to \$76.77) for metered customers that use 16,000 gallons of water per month (rates vary with water usage). Incremental adjustments to the utility rates each year are recommended in order to keep up with increases in operational costs and to avoid large rate adjustments in any given year. Staff is continuing to work on the fiscal year 2015/16 budget and the numbers will be revised as needed prior to the adoption of the final budget on June 17th.

This public hearing is the next step in the process for the Council to authorize the proposed utility rate increases pursuant to Prop 218. Notices regarding the public hearing on the proposed rate changes were mailed to all property owners and utility customers on April 2nd; inserted in the April & May utility bills and posted on the City's website. In addition, notices were published on April 22nd and May 6th in the Kerman News.

PUBLIC HEARING

Open the Public Hearing to receive public testimony on the proposed Utility Rates for Fiscal Year 2015/16. To date, no letters of opposition have been received.

Attachments:

- A. Proposed Utility Rates
- B. Enterprise Funds Revenue Summary
- C. Enterprise Funds Revenue and Expenditure Summary
- D. Utility Rate Survey
- E. Resolution w/Exhibit

Attachment 'A'

PROPOSED UTILITY RATE CHANGES - FISCAL YEAR 2015-16							
Effective July 1, 2015							
WATER RATES	Current Rate	Proposed Increase	Proposed Total Base Cost		Flow Cost	Total Cost	
Residential (Non-metered)	29.03	0.50	29.53	+	\$0.00	29.53	
Multi-Family (Non-Metered) per unit	23.48	0.50	23.98	+	\$0.00	23.98	
Commercial (Non-Metered)	29.03	0.50	29.53	+	\$0.00	29.53	
Residential & Multi-Family (3/4" Meter)	13.92	0.50	14.42	+	Usage	Examples	
Residential & Multi-Family (1" Meter)	21.54	0.50	22.04	+	Usage	Below	
Commercial (Metered-Rate Determined by Meter Size)							
3/4" Meter	13.92	0.50	14.42	+	Usage	Examples	
1" Meter	21.54	0.50	22.04	+	Usage	Below	
1.5" Meter	40.55	0.50	41.05	+	Usage		
2" Meter	93.82	0.50	94.32	+	Usage		
3" Meter	173.74	0.50	174.24	+	Usage		
4" Meter	287.90	0.50	288.40	+	Usage		
6" Meter	573.29	0.50	573.79	+	Usage		
Water Cost per 1,000 Gallons	\$0.7956	0.0144	\$0.81				
WATER USE EXAMPLES			Base Cost		Flow Cost	Total Cost	
16,000 gallons of usage			14.42	+	\$12.96	= \$27.38	
24,000 gallons of usage			14.42	+	\$19.44	= \$33.86	
SEWER RATES	Current Rate (Base + Flow)	Proposed Increase	Base Cost		Flow Cost	Total Cost	
Residential (Metered/Non-metered)	30.11	0.75	8.45	+	22.41	= 30.86	
Multi-Family Residential (Metered/Non-Metered) per unit	18.39	0.75	1.94	+	17.20	= 19.14	
Commercial (Non-Metered)	30.11	0.75	8.45	+	22.41	= 30.86	
Commercial (Metered)	7.70	0.75	8.45	+	Usage		
Low Strength					\$1.10*		
Medium Strength					\$1.43*		
High Strength					\$2.74*		
*Cost per 1,000 Gallons of Water Usage							
SOLID WASTE			Current Rate		Proposed Increase	Total Cost	
Residential Customers			15.86		0.17	16.03	
Commercial Customers					1.05% increase		
STREET SWEEPING			Current Rate		Proposed Increase	Total Cost	
Residential			0.90		0.05	0.95	
Multi-Family Residential per unit			0.47		0.05	0.52	
STORM DRAIN			Current Rate		Proposed Increase	Total Cost	
Residential (Metered/Non-metered)			1.50		0.05	1.55	
Commercial (Non-Metered)			1.50		0.05	1.55	
Commercial (Metered) - Based on Flow @ .0736 per 1,000 Gallons of Water Usage							
RECAP			Current Rate		Proposed Increase	Total Cost	% Increase
Non-Metered Customers			77.40		1.52	78.92	1.96%
Metered Customers Estimated @ 16,000 gallons of usage with 3/4" meter			75.02		1.75	76.77	2.33%

Attachment 'B'

**Enterprise Funds' Revenue Summary
410, 420, 430, & 470**

Description	Audited 2012-2013	Audited 2013-2014	Adopted 2014-2015	Estimated Year-End	Budget 2015-2016
WATER FUND (410)					
410 0000 344 10 00 User Charges	1,531,152	1,587,999	1,560,500	1,500,000	1,525,500
410 0000 344 15 00 Meters	1,950	10,025	4,000	4,500	4,000
410 0000 361 01 00 Interest Earnings	16,038	16,135	10,000	12,000	12,000
410 0000 361 10 00 Penalties	31,240	31,118	23,000	30,000	30,000
410 0000 369 01 00 Miscellaneous	780	359	0		0
	<u>1,581,159</u>	<u>1,645,636</u>	<u>1,597,500</u>	<u>1,546,500</u>	<u>1,571,500</u>
SEWER FUND (420)					
420 0000 344 20 00 User Charges	1,232,774	1,351,121	1,367,000	1,438,000	1,457,800
420 0000 344 25 00 Septic Dumping Fee	12,005	23,513	25,000	15,000	15,000
420 0000 344 50 00 Del Norte Sewer Trunk	802	544	500	550	500
420 0000 361 01 00 Interest Earnings	7,914	7,514	5,000	5,000	5,000
420 0000 361 02 00 Property Rental	19,745	25,028	25,000	31,336	30,000
420 0000 361 10 00 Penalties	25,144	26,451	18,000	25,000	25,000
420 0000 362 07 00 Sale of Dirt	0	0	0	5,000	0
	<u>1,298,383</u>	<u>1,434,170</u>	<u>1,440,500</u>	<u>1,519,886</u>	<u>1,533,300</u>
SOLID WASTE FUND (430)					
430 0000 344 31 00 Solid Waste Collection	993,543	1,021,767	1,025,880	1,050,000	1,056,732
430 0000 344 32 00 Grant	5,000	5,000	0	0	0
430 0000 344 33 00 Waste Bin Charges	559	486	600	1,750	1,500
430 0000 345 00 00 Street Sweeping	41,064	37,563	42,100	45,000	46,980
430 0000 361 01 00 Interest Earnings	3,216	3,343	2,000	2,900	3,000
430 0000 361 10 00 Penalties	19,811	20,251	17,000	20,000	20,000
	<u>1,063,192</u>	<u>1,088,410</u>	<u>1,087,580</u>	<u>1,119,650</u>	<u>1,128,212</u>
STORM DRAINAGE FUND (470)					
470 0000 344 70 00 User Charges	65,373	66,691	69,200	70,000	71,980
470 0000 361 01 00 Interest Earnings	224	237	200	200	200
470 0000 361 10 00 Penalties	0	0	0	1,000	1,000
470 0000 362 07 00 Sale of Dirt	16,500	265	0	0	0
	<u>82,097</u>	<u>67,192</u>	<u>69,400</u>	<u>71,200</u>	<u>73,180</u>

Attachment 'C'

SUMMARY OF ENTERPRISE FUND OPERATIONAL BUDGETS

Activity	Description	Audited 2012-2013	Audited 2013-2014	Adopted 2014-2015	2014/15 Estimated Year- End	Budget 2015-2016
WATER FUND (410)						
	Total Water Fund Revenues	1,581,159	1,645,636	1,597,500	1,546,500	1,571,500
5005	Water Administration & Accounting	407,769	394,499	404,721	397,807	442,050
5006	Water - Debt Service	165,000	165,000	165,000	165,000	165,000
4041	Water Operations	810,645	859,445	924,640	896,035	900,888
	Total Water Fund Operations	1,383,414	1,418,943	1,494,361	1,458,841	1,507,938
	Revenue in Excess of Expenditures	197,745	226,693	103,139	87,659	63,562
SEWER FUND (420)						
	Total Sewer Fund Revenues	1,298,383	1,434,170	1,440,500	1,519,886	1,533,300
5005	Sewer Administration & Accounting	334,641	351,511	323,547	320,234	350,632
5006	Sewer - Debt Service	199,295	202,286	347,907	343,407	265,908
4042	Sewer Operations	815,192	672,380	761,584	802,063	799,528
	Total Sewer Fund Operations	1,349,128	1,226,177	1,433,038	1,465,704	1,416,068
	Revenue in Excess of Expenditures	(50,745)	207,994	7,462	54,182	117,232
SOLID WASTE (430)						
	Total Solid Waste Fund Revenues	1,063,192	1,088,410	1,087,580	1,119,650	1,128,212
5005	Solid Waste Administration & Accounting	974,144	1,042,768	1,083,124	1,097,708	1,083,469
	Total Solid Waste Fund Operations	974,144	1,042,768	1,083,124	1,097,708	1,083,469
	Revenue & Transfer in Excess of Expenditures	89,049	45,642	4,456	21,942	44,743
STORM DRAIN OPERATIONS FUND (470)						
	Total Storm Drain Operation Revenues	82,097	67,192	69,400	71,200	73,180
4047	Storm Drain Maintenance & Operations	63,330	65,959	72,565	71,125	71,458
	Total Storm Drain Fund Operations	63,330	65,959	72,565	71,125	71,458
	Revenue in Excess of Expenditures	18,767	1,234	(3,165)	75	1,722
TOTAL ENTERPRISE FUND REVENUE		4,024,832	4,235,408	4,194,980	4,257,236	4,306,192
TOTAL ENTERPRISE FUND EXPENDITURES		3,770,015	3,753,847	4,083,088	4,093,379	4,078,932
EXCESS (DEFICIT) REVENUE		\$ 254,817	\$ 481,561	\$ 111,892	\$ 163,857	\$ 227,260

Attachment 'D'
Municipality Utility Rate Survey
Fresno County Agencies
April 2015

Agency	Population	Deposit	Connect	Shut Off	Water		Sewer	Solid	Street	Storm	Total Cost
			Fee	Fee	Base	Usage	Flat	Waste	Sweep	Drain	
Kerman <i>Current</i>	14,339	150.00		15.00	13.92	12.73	30.11	15.86	0.90	1.50	75.02
Kerman	-	150.00			14.42	12.96	30.86	16.03	0.95	1.55	76.77
Fowler	5,570	100.00	-	40.00	16.24	9.72	24.78	24.34	-	-	75.08
Mendota	11,500	150.00	10.00	10.00	-	32.40	31.00	15.44	-	-	78.84
Orange Cove	9,179	162.24	-	10.00	36.50	-	24.20	20.42	-	-	81.12
Fresno	494,665	160.00	-	15.00	10.03	12.96	25.75	32.98	6.23	-	87.95
Kingsburg	11,382	-	-	25.00	27.00	4.00	26.28	30.10	2.10	-	89.48
San Joaquin	4,600	288.18	-	10.00	44.93	-	37.68	13.45	-	-	96.06
Parlier	14,000	154.41	-	40.00	18.50	32.09	27.50	21.86	-	-	99.95
Sanger	24,270	200.00	-	50.00	24.27	11.36	38.88	27.57	1.43	-	103.51
Huron	7,000	100.00	-	35.00	21.39	36.16	26.00	23.45	-	-	107.00
Firebaugh	8,000	80.00	-	37.40	24.50	9.64	49.95	23.77	1.00	-	108.86
Tranquility	799	-	-	-	45.00	-	25.00	43.24	-	-	113.24
Selma	23,219	-	-	-	28.73	29.68	26.28	26.80	2.20	-	113.69
Clovis	95,631	100.00	10.00	50.00	16.80	10.26	27.39	63.46	4.50	-	122.41
Reedley	24,194	320.00	30.00	100.00	26.09	13.71	49.35	43.86	-	-	133.01

*Comparison on Metered Rates based on 16,000 gallons of usage

Attachment 'E'

RESOLUTION NO. 15-__

A RESOLUTION OF THE CITY COUNCIL OF THE CITY OF KERMAN
ESTABLISHING UTILITY RATES FOR FISCAL YEAR 2015-2016

WHEREAS, City staff and the City Council have analyzed the revenue and expenditure requirements for all of the City Enterprise Funds and determined the appropriate rate changes needed to meet these requirements; and

WHEREAS, utility rates for Fiscal Year 2015/16 are proposed as listed in Utility Rate schedule attached as Exhibit 'A'; and

WHEREAS, notices of the proposed utility increases were sent as a separate mailing to all of the Kerman utility customers and property owners on April 2, 2015, utility users were notified via inserts in the April and May 2015 monthly utility billings and notice was published in the Kerman News on April 22, 2015 and May 6, 2015.

NOW, THEREFORE, BE IT RESOLVED by the City Council of the City of Kerman that the Council does find, determine, resolve, and order as follows:

1. Notice of public hearing on the proposed revision of rates has been published in two separate issues of a local newspaper, in a separate mailing to all Kerman utility customers and property owners and in two monthly utility billings, with the first newspaper publication and the separate mailing occurring at least 45 days prior to the public hearing; and
2. The public hearing was held pursuant to law; and
3. On the basis of information provided to the City Council at the hearing and in prior reports to the Council, the proposed rates as set forth are found to be not discriminatory or excessive, and do not exceed the reasonable cost of providing the services and facilities for which the rates are charged; and
4. Rates and charges adopted herein were not calculated on the basis of any parcel map including the assessor's parcel map; and
5. The rates as listed in Exhibit 'A' attached hereto are hereby adopted and take effect July 1, 2015.

THE FOREGOING was introduced at a regular meeting of the City Council of the City of Kerman held on the 3rd day of June 2015, and passed at said regular meeting by the following vote:

AYES:

NOES:

ABSENT:

ABSTAIN:

Stephen B. Hill
Mayor

ATTEST:

Marci Reyes
City Clerk

Exhibit 'A'

UTILITY RATE CHANGES - FISCAL YEAR 2015-16						
Effective July 1, 2015						
WATER RATES	Current Rate	Proposed Increase	Proposed Total Base Cost		Flow Cost	Total Cost
Residential (Non-metered)	29.03	0.50	29.53	+	\$0.00	29.53
Multi-Family (Non-Metered) per unit	23.48	0.50	23.98	+	\$0.00	23.98
Commercial (Non-Metered)	29.03	0.50	29.53	+	\$0.00	29.53
Residential & Multi-Family (3/4" Meter)	13.92	0.50	14.42	+	Usage	Examples Below
Residential & Multi-Family (1" Meter)	21.54	0.50	22.04	+	Usage	
Commercial (Metered-Rate Determined by Meter Size)						
3/4" Meter	13.92	0.50	14.42	+	Usage	Examples Below
1" Meter	21.54	0.50	22.04	+	Usage	
1.5" Meter	40.55	0.50	41.05	+	Usage	
2" Meter	93.82	0.50	94.32	+	Usage	
3" Meter	173.74	0.50	174.24	+	Usage	
4" Meter	287.90	0.50	288.40	+	Usage	
6" Meter	573.29	0.50	573.79	+	Usage	
Water Cost per 1,000 Gallons	\$0.7956	0.0144	\$0.81			
WATER USE EXAMPLES			Base Cost		Flow Cost	Total Cost
	16,000 gallons of usage		14.42	+	\$12.96	= \$27.38
	24,000 gallons of usage		14.42	+	\$19.44	= \$33.86
SEWER RATES	Current Rate (Base + Flow)	Proposed Increase	Base Cost		Flow Cost	Total Cost
Residential (Metered/Non-metered)	30.11	0.75	8.45	+	22.41	= 30.86
Multi-Family Residential (Metered/Non-Metered) per unit	18.39	0.75	1.94	+	17.20	= 19.14
Commercial (Non-Metered)	30.11	0.75	8.45	+	22.41	= 30.86
Commercial (Metered)	7.70	0.75	8.45	+	Usage	
Low Strength					\$1.10*	
Medium Strength					\$1.43*	
High Strength					\$2.74*	
*Cost per 1,000 Gallons of Water Usage						
SOLID WASTE			Current Rate		Proposed Increase	Total Cost
Residential Customers			15.86		0.17	16.03
Commercial Customers						1.05% increase
STREET SWEEPING			Current Rate		Proposed Increase	Total Cost
Residential			0.90		0.05	0.95
Multi-Family Residential per unit			0.47		0.05	0.52
STORM DRAIN			Current Rate		Proposed Increase	Total Cost
Residential (Metered/Non-metered)			1.50		0.05	1.55
Commercial (Non-Metered)			1.50		0.05	1.55
Commercial (Metered) - Based on Flow @ .0736 per 1,000 Gallons of Water Usage						
RECAP			Current Rate		Proposed Increase	Total Cost % Increase
Non-Metered Customers			77.40		1.52	78.92 1.96%
Metered Customers Estimated @ 16,000 gallons of usage with 3/4" meter			75.02		1.75	76.77 2.33%



City of Kerman

"Where Community Comes First"

MAYOR
Stephen B. Hill

MAYOR PRO-TEM
Gary Yep

COUNCIL MEMBER
Rhonda Armstrong

COUNCIL MEMBER
Nathan Fox

COUNCIL MEMBER
Bill Nijjer

DEPARTMENT: CITY MANAGER
STAFF REPORT
CITY COUNCIL MEETING
COUNCIL MEETING DATE: JUNE 3, 2015

To: Mayor and City Council
From: Luis Patlan, City Manager/Director of Planning
Subject: Public Hearing Amending Title 17 of the Kerman Municipal Code Related to Emergency Shelters, Transitional and Supportive Housing for the Homeless

RECOMMENDATION

Council waive further reading, conduct the public hearing and adopt Ordinance No. 15-01 amending Chapter 17.90.020 and adding Section 17.92 to Chapter 17 of the Kerman Municipal Code relating to emergency shelters, transitional and supportive housing for the homeless.

EXECUTIVE SUMMARY

On January 26, 2015, the Director of Planning and Development Services introduced a proposed zoning ordinance amendment related to emergency shelters, transitional and supportive housing for the homeless. The proposed zoning ordinance amendment is based on the provisions of Senate Bill 2 (SB2), which requires local agencies to identify one or more zones where emergency shelters are allowed as a permitted use without a conditional use permit, provided that the zone(s) include sufficient number of sites to accommodate the number of homeless individuals in the community. Compliance with SB2 is required as part of the upcoming 5th Cycle Housing Element update.

PLANNING COMMISSION ACTION

On March 23, 2015, the Kerman Planning Commission conducted a public hearing and adopted Resolution No. 15-01 recommending that the City Council approve Zoning Ordinance Amendment No. 15-01 relating to emergency shelters, transitional and supportive housing for the homeless consistent with the requirements of SB2.

OUTSTANDING ISSUES

The City of Kerman's Zoning Ordinance must be in compliance with provisions of SB2 related to emergency, transitional and supportive housing in order for the Department of Housing and Community Development to certify the City's 5th Cycle Housing Element update.

BACKGROUND

The City of Kerman has joined the County of Fresno and ten other cities for the preparation of a Multi-Jurisdictional Housing Element Update (MJHE). Mintier-Harnish is the planning consultant selected to prepare the update. The fifth cycle Housing Element must be submitted to the State Department of Housing and Community Development (HCD) by December 31, 2015.

As part of the Housing Element update, Mintier-Harnish conducted a review of the City's zoning ordinance and determined that Kerman's ordinance does not include provisions for emergency shelters, transitional and supportive housing for the homeless as required by Senate Bill 2 (SB2).

SB2 was adopted by the California State Legislature and became law in 2008. This Bill requires cities and counties to identify one or more zones in the City where emergency shelters would be allowed as a permitted use without a conditional use permit. The zoning that is identified by the City must be of a sufficient amount of acreage and sites to accommodate the unmet needs of local homeless persons. In establishing zones, the statute gave local jurisdictions the ability to establish certain operational and development standards for emergency shelters. In addition, SB2 requires that transitional housing and supportive housing be considered a residential use in the City codes, and subject only to those restrictions that apply to other residential dwellings in the same zone.

To comply with SB2 and address homeless needs in Kerman, this zoning ordinance amendment proposes to add definitions for emergency shelters, transitional and supportive housing to serve the homeless, and identifies emergency shelters as permitted uses in the Service Commercial (C-S) or Light Industrial Zone (M-1) Zone Districts, subject to specific standards. Factors such as estimated homeless, the availability of land and suitable facilities pointed to service commercial and light industrially-zoned properties as the most suitable areas to allow for siting of emergency shelters.

Transitional housing assists persons or families with multiple barriers to housing, such as mental or physical health needs, chronic substance abuse, or difficulty budgeting housing/living costs. As defined by HUD, the primary purpose of 'temporary housing' is to facilitate the movement of individuals or families experiencing homelessness to permanent housing within 24 months. Persons residing in transitional housing programs receive specialized supportive services (i.e. child care, employment assistance, health services, case management etc.) that will help them resolve their housing issues and live more independently.

Permanent supportive housing targets homeless persons with disabling conditions. Permanent supportive housing has no limit on the duration of stay and integrates wrap-around services.

DISCUSSION

The City of Kerman must demonstrate compliance with State housing law as outlined in SB2 before HCD can certify the fifth cycle Housing Element Update. The proposed amendment to the zoning code will bring the City into compliance with SB2 requirements by identifying one or more zones that allow emergency shelters as a permitted use by right. The zoning that is identified must include a sufficient amount of acreage and sites to accommodate the unmet need for the shelter of homeless people in the City of Kerman.

One key source of information for Fresno County's homeless population is the biennial Fresno-Madera Continuum of Care Point-in-Time Count. Every other January, communities across the United States conduct comprehensive counts of their homeless population. The Counties of Fresno and Madera conducted its most recent homeless census in January 2014. The 2014 Point-in-Time Count estimated that there were 2,597 homeless individuals in Fresno/Madera Counties, with 8 homeless persons estimated to be from the City of Kerman. *(As of the writing of this report, the January 2015 Point-in-Time Count Survey was in progress and not yet completed).*

Due to the estimated low number of homeless individuals in Kerman, there are currently no emergency shelters, transitional or supportive housing facilities located in the City. Homeless individuals would find temporary refuge (usually overnight) in local churches or would be referred to such housing facilities in the City of Fresno. There are several emergency shelters in Fresno that serve surrounding cities. These include: Poverello House and Fresno Rescue Mission.

Given the low number of homeless individuals in Kerman, the area proposed to allow for emergency shelters is the Service Commercial (C-S) and Light Industrial (M-1) Zone District. With approximately 100 acres of land designated for C-S and M-1, there is more than sufficient land to meet the requirements of SB2 to accommodate the siting of an emergency shelter. Moreover, these sites are within close proximity to major services situated along Whitesbridge Road and Madera Avenue. The zoning map in Attachment 'A' identifies those areas zoned Service Commercial and Light Industrial.

The proposed zoning ordinance amendment identifies emergency shelters as a permitted use by right in the Service Commercial (C-S) and Light Industrial Zone District (M-1), provided certain standards are met. These include: maximum occupancy, length of stay, hours of operation, and parking. One key requirement is a Management and Operation Plan. The plan must provide a detailed security plan, operating procedures, staff ratio to clients served, "good neighbor" communication plan, client transportation plan, and a program for ongoing outreach to the Kerman homeless population. The Management and Operation Plan is to be reviewed and approved by the Director of Planning & Development in conjunction with the Police Chief prior to issuance of permit to minimize any impacts on surrounding land uses.

As defined in the ordinance, an Emergency Shelters for homeless in Kerman would allow up to 30 beds or persons per night and would be permitted by right. By definition, an emergency shelter is any facility with dedicated beds/units whose primary intent is to provide overnight sleeping accommodations to those confronted with an immediate loss of housing or those who are already homeless. These shelters serve as the point of entry into the homeless assistance program and provide temporary shelter with a general length of stay ranging from 8 hours (overnight sleeping only) to 180 days, depending on provider.

In summary, the provisions of SB 2 do not mandate that the City provide emergency shelters, transitional or supportive housing for the homeless. However, the law requires the City to allow for such facilities to be located within designated zone districts as a permitted use by right.

FISCAL IMPACT

There is no fiscal impact associated with this action.

PUBLIC HEARING

A public hearing notice on the proposed ordinance amendment was published in the Kerman News for the June 3, 2015 City Council meeting.

Attachments:

- A. Emergency Shelter Zone Map
- B. Ordinance No. 15-01 Amending Chapter 17 of the KMO
- C. SB2 Fact Sheet

Attachment 'B'

ORDINANCE NO. 15-01

AN ORDINANCE OF THE CITY COUNCIL OF THE CITY OF KERMAN AMENDING TITLE 17 OF THE KERMAN MUNICIPAL CODE TO PROVIDE FOR EMERGENCY SHELTER, TRANSITIONAL AND SUPPORTIVE HOUSING FOR THE HOMELESS IN COMPLIANCE WITH STATE HOUSING LAW (SB2)

THE CITY COUNCIL OF THE CITY OF KERMAN DOES ORDAIN AS FOLLOWS:

Section 1. The City Council of the City of Kerman hereby finds, determines and declares as follows:

- A. That the City of Kerman seeks to be in compliance with the State of California's regulations for the allowance of emergency homeless shelters as required by State Senate Bill 2 (SB2).
- B. That the State of California Legislature passed SB2 (effective January 1, 2008) modifying State Housing Element law to require local planning and zoning regulations to facilitate homeless shelters. Specifically, SB2 requires all cities and counties to provide at least one zoning category in which emergency shelters can be located without discretionary approval from the local government. The zoning category must be identified in the locality's housing element, and include sites with sufficient capacity to meet the local need for emergency shelter.
- C. That after a thorough review the following standards have been developed in order to allow emergency homeless shelters as required, while maintaining those regulations necessary to provide for public health, safety and welfare.
- D. The staff report recommending City Council adoption for this ordinance dated March 23, 2015 shall by this reference be incorporated herein, and together with this ordinance, any amendments or supplements and the oral testimony before the City Council at this meeting, shall additionally constitute the necessary findings for this ordinance.

Section 2. Pursuant to the California Environmental Quality Act ("CEQA") and the State CEQA Guidelines, the adoption of this ordinance is exempt from CEQA review pursuant to 14 California Code of Regulations section 15-61(b)(3), and a Notice of Exemption will be filed with the County Recorder upon adoption of this ordinance.

Section 3. Section 17.90.020 Chapter 17 of the Kerman Municipal Code is hereby amended to add or amend the following definitions:

"Emergency residential shelter" shall be amended to read as follows:

"Emergency residential shelter" means housing with minimal supportive services for homeless persons that is limited to occupancy of six months or less by a homeless person, where no individual or household may be denied emergency shelter because of an inability to pay; as defined and used in Section 508019 of the California Health and Safety Code.

"Transitional housing" shall be added to read as follows:

“Transitional housing” Buildings configured as rental housing developments, but operated under program requirements that require the termination of assistance and recirculating of the assisted unit to another eligible program recipient at a predetermined future point in time that shall be no less than six months from the beginning of the assistance. Transitional housing units are residential uses allowed in all zones that allow residential uses, subject only to those requirements and restrictions that apply to other residential uses of the same type in the same zone.

“Supportive housing” shall be added to read as follows:

“Supportive housing” housing with no limit on length of stay, that is occupied by the target population and that is linked to onsite or offsite services that assist the supportive housing resident in retaining the housing, improving his or her health status, and maximizing his or her ability to live and, when possible, work in the community. Supportive housing units are residential uses allowed in all zones that allow residential uses, subject only to those requirements and restrictions that apply to other residential uses of the same type in the same zone.

“Target populations” shall be added to read as follows:

“Target populations” persons with low incomes who have one or more disabilities, including mental illness, HIV or AIDS, substance abuse, or other chronic health condition, or individuals eligible for services provided pursuant to the Lanterman Developmental Disabilities Services Act (Division 4.5 (commencing with Section 4500) of the Welfare and Institutions Code) and may include, among other populations, adults, emancipated minors, families with children, elderly persons, young adults aging out of the foster care system, individuals exiting from institutional settings, veterans, and homeless people.

Each of the foregoing definitions or amended definitions shall be inserted within the existing text of Section 17.90.020 according to the alphabetical order currently observed therein.

Section 4. Chapter 17.92 of the Kerman Municipal Code is hereby added to read as follows:

Chapter 17.92. Homeless Shelters

Section 17.92.010. Homeless Shelter – Zones

An emergency shelter for homeless or multiservice center for homeless shall be a permitted use on any parcel within the C-S (Service Commercial) or M-1 (Light Industrial) zones. Each facility shall comply with all of the required development and operational standards of the zone in which it is located.

Section 17.92.020. Standards

In addition to the development standards in the underlying zoning district, the following standards apply to emergency shelters and each emergency shelter shall comply with the standards set forth in this Section. In the event of conflict between these standards and the underlying zoning district regulations, the provisions of this Section shall apply. Nothing in this Section modifies the requirements for approval of a religious facility as otherwise provided in this Code.

- (1) Facility Compliance. Federal, State and local licensing as required for any program incidental to the emergency shelter.
- (2) Physical Characteristics.

- a. Compliance with applicable state and local uniform housing and building code requirements.
 - b. The facility shall have on-site security during all hours when the shelter is open.
 - c. Facilities shall provide exterior lighting on pedestrian pathways and parking lot areas on the property. Lighting shall reflect away from residential areas and public streets.
 - d. Facilities shall provide secure areas for personal property.
- (3) Occupancy. A maximum of 30 beds or persons may be served nightly, with associated support service not open to the public.
- (4) Length of stay. The length of stay of an individual client shall not exceed six (6) months within a twelve (12) month period; days of stay need not be consecutive.
- (5) Parking. On-site vehicle parking spaces shall be provided at a rate of 2 spaces per facility for staff plus 1 space per six (6) occupants or beds allowed at the maximum occupancy. A covered and secured area for bicycle parking shall be provided for use by staff and clients, commensurate with demonstrated need, but no less than a minimum of eight (8) bike parking spaces.
- (6) Waiting and Intake Area. A client waiting area shall be provided sufficient in size to accommodate all persons waiting to enter the facility, and shall contain a minimum of ten (10) square feet per bed provided at the facility.
- (7) Support Services. Emergency shelters that provide support services shall allocate sufficient areas on-site, and properly enclosed within the building. Support services include, but are limited to, the following:
- a. Food preparation and dining areas.
 - b. Laundry facilities.
 - c. Restrooms and showers.
 - d. Areas to secure and store client belongings.
- (8) Management and Operating Plan. The applicant or operator shall submit a Management and Operation Plan for the Emergency Shelter for review and approval by the Planning Director in consultation with the Chief of Police in conjunction with the Site Plan Review application and/or prior to the issuance of permits. The plan shall include a floor plan that demonstrates compliance with the physical standards of this chapter. The plan shall remain active throughout the life of the facility, with any changes subject to review and approval by the Planning Director in consultation with the Chief of Police. The plan shall be based on "best practices" and include, but limited to, a security plan, procedures list, list of services, staff training, "good neighbor" communication plan, client transport and active transportation plan, ratio of staff to clients, eligibility and intake and check out process, detailed hours of operation, ongoing outreach plan to Kerman homeless population, and participation in data collection for the Fresno Madera Counties Continuum of Care Point-in-Time Report. The City may inspect the facility at any time for compliance with the facility's Management and Operation Plan and other applicable laws and standards.

(9) Permit Fee. The city council may establish a fee by resolution, to cover the administrative cost of review of the required Management and Operation Plan.

Section 17.92.030 Transitional and Supportive Housing – Zones.

Transitional housing and supportive housing shall be considered a residential use of property in the multi-family zone district, and shall be subject only to those restrictions that apply to other residential dwellings of the same type in the same zone.

Section 17.92.040 Constitutionality. Should any section, subsection, paragraph, clause, or phrase of this Chapter for any reason be held to be invalid or unconstitutional, such invalidity or unconstitutionality shall not affect the validity or constitutionality of the remaining portions of this Chapter.

Section 5. Upon passage of this ordinance or a summary of the same shall be published within fifteen (15) days of passage pursuant to the laws of the State of California in the Kerman News, a newspaper of general circulation published and circulated in said City of Kerman.

The foregoing ordinance was introduced and given its first reading at a regular meeting of the City Council of the City of Kerman held on the 15th day of April, 2015, and was passed after a second reading and noticed public hearing held pursuant to law at a regular meeting of the City Council of the City of Kerman on the 3rd day of June, 2015 by the following vote:

AYES:

NOES:

ABSENT:

ABSTAIN:

Stephen Hill
Mayor

ATTEST:

Marci Reyes
City Clerk

Attachment 'C'

Senate Bill 2 Fact Sheet

Summary: SB 2 strengthens state law by ensuring that every jurisdiction identifies potential sites where new emergency shelters can be located without discretionary review by the local government. It also increases protections for providers seeking to open a new emergency shelter, transitional housing or supportive housing development, by limiting the instances in which local governments can deny such developments. Applicable to all cities and counties in California, SB 2 takes effect January 1, 2008, and will impact all housing element updates due after this date, as well as those that were due prior to 2008, but are being submitted for the first time after January 1, 2008. Subject to important limitations described below, SB 2:

- Requires all cities and counties (“localities”) to provide at least one zoning category in which emergency shelters can be located without discretionary approval from the local government. The zoning category must be identified in the locality’s housing element, and include sites with sufficient capacity to meet the local need for emergency shelter.
- Requires that all localities provide at least one such site.
- Expands the Housing Accountability Act, to prohibit localities from denying a proposal to build an emergency shelter, transitional housing or supportive housing if it is needed and otherwise consistent with the locality’s zoning and development standards.

Key Elements: The changes created by SB 2 should be thought of in two categories: (1) Planning for emergency shelters; and (2) siting of emergency shelters, transitional housing and supportive housing.

Planning for Emergency Shelters

Each locality must identify in its housing element at least one zoning category in which homeless shelters are allowed, without a conditional use permit or other discretionary review. More particularly, the locality must:

- **Identify Need:** Under current law, the housing element must include an estimate of the number of persons in need of emergency shelter in the jurisdiction. SB 2 requires the analysis to consider both seasonal and annual need.
- **Provide sites for new emergency shelters:** SB 2 requires the local government to show in its housing element that it has one or more zoning categories that allow emergency shelters without a conditional use permit or other discretionary review. The local government cannot use discretionary criteria to deny the project; if it meets certain objective criteria, the shelter must be approved.
The identified zone or zones must have sufficient capacity to meet all of the locality’s identified need for emergency shelter. For example, if a locality determines that it has an unmet need of 100 persons who are homeless, the zone or zones identified must consist of sites that have sufficient capacity to accommodate a shelter or shelters for 100 people. Regardless of the identified need, each jurisdiction must identify at least one such site.
- **Rezone If Necessary:** If the locality does not currently have such a zone or the zone is not sufficient, it must include a program to amend its zoning ordinance to provide a sufficient zone or zones within one year of the adoption of its housing element.

- **Eliminate Onerous Standards:** The local government can establish objective development and management standards for the operation of emergency shelters, such as the size, parking standards, lighting, and others set forth in the law. However, the locality must demonstrate that any management or development standards as well as any permit processing standards that it applies are objective and actually encourage the creation of emergency shelters.
- **Exceptions for Compliant Cities:** If the local government can demonstrate that it has an emergency shelter or shelters that meet all of its existing need, it must still designate a zone or zones where emergency shelters are permitted, but it may require a conditional or discretionary use permit. In addition, any city with an existing by-right process for emergency shelters that is in compliance with the standards set forth in SB 2 need only describe its ordinance and how it meets the requirements of the law.
Finally, the bill gives credit to jurisdictions that are successfully implementing a supportive housing program model under the jurisdiction's 10-year plan to End Chronic Homelessness, by allowing a reduction in the need to account for supportive housing units available in the community. To take advantage of this credit, the jurisdiction must show that the units are (1) identified in the plan; and (2) either currently vacant or have all of the necessary funding to allow construction during the planning period.
- **Multi-Jurisdictional Agreements:** Localities may meet some of their need by entering into an agreement with up to two other adjacent local governments to provide a joint facility provided the emergency shelter will be developed within two years of the beginning of the planning period. For example, two adjoining cities and a county may agree to jointly fund an emergency shelter, and count that shelter toward their identified need. The participating jurisdictions must adopt an agreement which, among other things, allocates a portion of the new shelter capacity to each jurisdiction.
- **Transitional and Supportive Housing:** The bill clarifies that the local government must analyze any constraints to the development of supportive housing, transitional housing or emergency shelters. It also provides that transitional housing and supportive housing must be treated the same as any other residential use within the same zone. For example, when supportive housing is allowed in a multifamily residential zone, the local government cannot impose any additional restrictions on supportive housing than what are imposed on other multifamily units.

Siting of Emergency Shelters, Transitional and Supportive Housing

The bill also ensures that local governments do not unreasonably deny approval for needed emergency shelters, transitional housing or supportive housing. The California Housing Accountability Act (formerly referred to as the Anti-NIMBY statute) prohibits discrimination against certain types of permanent housing for lower-income households. SB 2 expands this law to cover emergency shelters, and clarifies that it protects transitional and supportive housing, as well.

As a result, except under very limited exceptions, if a new emergency shelter is proposed on a site that is zoned to allow that use, and the local government has not met the need for emergency shelter identified in its housing element, the local government must approve the shelter. Similarly, transitional or supportive housing projects that are consistent with the zoning for the proposed site may not be denied if the city has not yet met its need for new housing units affordable to the income levels to be served by the proposed project, except under limited circumstances.



City of Kerman

"Where Community Comes First"

MAYOR
Stephen B. Hill

MAYOR PRO-TEM
Gary K. Yep

COUNCIL MEMBER
Rhonda Armstrong

COUNCIL MEMBER
Nathan Fox

COUNCIL MEMBER
Bill Nijjer

DEPARTMENT: CITY MANAGER
STAFF REPORT
CITY COUNCIL MEETING
COUNCIL MEETING DATE: JUNE 3, 2015

To: Mayor and City Council
From: Luis Patlan, City Manager/Director of Planning
Subject: Participation in the Sustainability Energy Roadmap (SER) Program

RECOMMENDATION

Council by motion approve participation in the Sustainable Energy Roadmap program and authorizes the City Manager to execute the Jurisdiction Partner Agreement on behalf of the City of Kerman.

EXECUTIVE SUMMARY

The Sustainable Energy Roadmap (SER) is a state-funded program focused on helping local communities to set and pursue goals related to energy efficiency, renewable energy, and transportation and land use, all while enhancing the role of environmental justice communities in the public planning process. SER is currently seeking participation from 18 cities to be a part of the program. The first 18 cities that agree to participate will receive a \$5,000 stipend. Cities interested in joining the 18-month program must sign a Sustainable Energy Roadmap Jurisdiction Partner Agreement.

OUTSTANDING ISSUES

None.

DISCUSSION

The SER is sponsored by California's Strategic Growth Council through Proposition 84 funding. By opting into the voluntary 18-month SER program, participating cities and counties are supported in benchmarking clean energy and sustainable development policies and programs, identifying relevant best practices, and adopting goals that support the environment, economy and disadvantaged communities.

The tailored Roadmap process takes municipalities through the following four steps:

1. Performance of a baseline benchmark survey of existing municipal sustainability infrastructure, processes and practices.
2. Identification of local sustainability goal(s) for improvement in the areas of energy efficiency, renewable energy, transportation and land use, and social equity.
3. Development of a "Roadmap" or action plan on how to achieve the goal(s), with special attention to addressing the needs of Disadvantaged Communities, tied to regional and national best practices through an online platform.

4. Project implementation and monitoring to achieve and document success by utilizing program resources and adoption assistance.

The program is led by a collective of partners that include the San Joaquin Valley Regional Policy Council, San Rafael-based non-profit Strategic Energy Innovations (SEI), Santa Clara-based Optony Inc., Colorado Energy Group, and the National Association of Regional Councils (NARC), along with 2 leading public agencies: the Madera County Transportation Commission and the City of Visalia. For more information about the SER, visit web site at <http://my.cleanenergyroadmap.com/partner/sanjoaquinvalley>.

FISCAL IMPACT

There is no direct cost associated with participation in the program. The City will receive a one-time stipend in the amount of \$5,000 for participation in the program.

PUBLIC HEARING

None.

Attachments:

- A. Sustainable Energy Roadmap (SER) Jurisdiction Partner Agreement

Attachment 'A'



Sustainable Energy Roadmap (SER) Jurisdiction Partner Agreement

SER Program Description:

The San Joaquin Valley is well positioned for explosive clean energy growth due to California's aggressive energy goals, associated state and local programs and resources, and abundant clean energy potential in the region. The region's population growth in the face of economic, air quality, water access and other prominent challenges are driving Valley municipalities to identify and pursue innovative planning, policies and programs. Sustainable Energy Roadmap (SER) -- www.sustainableenergyroadmap.com -- is focused on helping local communities to set and pursue goals related to energy efficiency, renewable energy, transportation and land use, while bringing disadvantaged communities into the public planning process. The SER provides information, resources, and tailored assistance to benefit public agencies and their most disadvantaged communities. The SER approach leverages a systematic process and set of tools to support San Joaquin Valley municipalities to benchmark their energy and sustainable development policies and programs, and based on a review of best practices, to adopt and pursue goals that optimize outcomes for their jurisdiction, and in particular their most environmentally and economically challenged communities. Led by a team of regional partners and content experts, SER is sponsored by the Strategic Growth Council through Proposition 84 funding, focused on reducing greenhouse gas emissions and on engaging environmental justice communities (EJCs) in the municipal planning process. By opting into the SER approach, the Jurisdiction will benefit from a regional, collaborative model, receiving a tailored roadmap, guidance and resources for pursuing best practices in implementing climate-friendly policies and programs.

SER Implementers:

Regional Policy Council (www.sjvcogs.org) Michael Sigala sigala@sigalainc.com

Madera County Transp. Commission (www.maderactc.org) Troy McNeil troy@maderactc.org

Strategic Energy Innovations (www.seiinc.org) Stephen Miller stephen@seiinc.org

Optony Inc. (www.optony.com) Tyler Espinoza tyler.espinoza@optony.com

CEG (<http://www.coloradoenergygroup.com>) George Burmeister g.burmeister@comcast.net

National Association of Regional Councils (www.narc.org) Mia Colson mia@narc.org



Period of Performance: February 2015 through July 2016

Municipal Goals and Benefits: The Roadmap effort brings together a diverse group of key stakeholders to pursue approaches for accelerating local and regional clean energy and sustainable development adoption for common benefit – economic, environmental and equity. This is a voluntary program that provides participating agencies with a host of technical assistance services within a successful collaborative approach.

- Environmental & energy benchmarking related to policies, codes, standards, programs and supporting community resources
- Tailored Roadmaps/action plans focusing on clean energy, transportation and land use
- Goal setting tied to regional and national best practices
- Policy, program and project resources and tailored assistance
- Environmental justice community (EJC) engagement and supporting services
- Online Roadmap platform and recognition
- Partnerships with regional industry and workforce development organizations

SER Process: Implementers will deploy a centralized effort that leverages all applicable data, research, analysis, and resources relevant for participating agencies with an eye towards their most disadvantaged communities. SER implementers will create tailored roadmaps/action plans in consultations with participating agencies, informed by benchmarking data and established best practices. Each agency will elect their goals to pursue. SER implementers will track and broadcast municipal progress along with relevant EJC needs, interests and feedback.

Implementers will support and assist the municipality throughout the process of:

1. Performance of a baseline benchmark survey of existing municipal sustainability infrastructure, processes and practices;
2. Identification of local sustainability goal(s) for improvement;
3. Development of a "Roadmap" or action plan on how to achieve the goal(s), with special attention to addressing the needs of EJ/Disadvantaged Communities; and,
4. Project implementation and monitoring to achieve and document success.

Participating agencies will directly engage in the SER effort (**approximately 60 hours of collective staff time**) by:

- Convening environmental justice community stakeholders



- Participating in benchmarking and providing for staff access to SER program focus areas
- Providing feedback to agency draft roadmap and identifying relevant goals to pursue
- Collaborating with SER team to engage EJC stakeholders in the Roadmap process

In recognition of the additional staff effort and associated costs for the above scope, the first 18 participating agencies to sign up to the program are eligible for a program stipend of \$5,000, subject to approval of the California Strategic Growth Council. The Jurisdiction can invoice up to half of the stipend and expenses during calendar year 2015, and the other half in calendar year 2016.

Signatures

Our agency understands the goals of SER and we support this effort for our jurisdiction and region and will participate in this project through July 2016.

Participating Public Agency

by _____

Signature

Date

Printed Name, Title

Department

City/ County

Sustainable Energy Roadmap, administered by the Madera County Transportation Commission (MCTC)

by _____

Patricia Taylor, Executive Director of MCTC

Date

Municipal Agreement for the Sustainable Energy Roadmap

3



City of Kerman

"Where Community Comes First"

MAYOR
Stephen B. Hill
COUNCIL MEMBER
Rhonda Armstrong
MAYOR PRO-TEM
Gary Yep
COUNCIL MEMBER
Nathan Fox
COUNCIL MEMBER
Bill Nijjer

DEPARTMENT: PLANNING AND DEVELOPMENT
STAFF REPORT
CITY COUNCIL MEETING
COUNCIL MEETING DATE: JUNE 3, 2015

To: Mayor and City Council
From: Jerry Jones, City Engineer
Subject: Resolution Approving Agreement for Utility Service at 432 S. Goldenrod Avenue

RECOMMENDATION

Council by motion adopt resolution approving Agreement for Utility Service for Jesus and Lydia Magana at 432 S. Goldenrod Avenue.

EXECUTIVE SUMMARY

Jesus and Lydia Magana own the property located at 432 S. Goldenrod Avenue, at the northeast corner of Kearney Boulevard and Goldenrod Avenue. The property consists of a single family residence and is served by a well and septic system. The existing well has gone dry and the property owners are without a source of potable water. The property owners have requested to connect to City utilities and pay the required connection fees over a 10-year period.

OUTSTANDING ISSUES

The property owner's existing well has gone dry and they are in urgent need of water service. The owners are currently receiving water from an adjacent property owner. Connection to the City's water system is desired immediately. However, connection to the City's sewer system is not urgent and the property owners may be allowed 2 years from the date of the Utility Service Agreement to connect to the sewer system. Impact fee payments for both water and sewer will begin with the first monthly billing for water service.

DISCUSSION

Due to the failure of their existing well, the owners of the subject property have requested to connect to City utilities. The subject property is located at the northeast corner of Kearney Boulevard and Goldenrod Avenue, just outside of the City Limits, see Attachment 'B'. The existing improvements to the property consist of a single family residence that is served by a well and septic system. The property was provided with water and sewer services as part of the improvements completed along Goldenrod Avenue for the Goldenrod Elementary School. Water and sewer services were provided to all of the single family residences on the east side of Goldenrod Avenue adjacent to the elementary school in anticipation of future annexation of the properties into the City.

The Kerman Municipal Code (KMC) Section 13.04.100 allows for properties located outside of City Limits to connect to City utilities provided the property owners enter into a written agreement with the City for all utility services. Furthermore, KMC Section 13.08 requires the payment of fees for connection, either in full or on an installment basis. The owners will be required to pay the applicable development impact fees for connection to City utilities. The

development impact fees were calculated using the length of developed frontage and one residential unit. The total fees are \$9,518. The owners have requested that the fees be collected on a monthly basis over a 10-year period. This alleviates the up-front fiscal impact to the property owner. Any future development on the property will be subject to additional impact fees. In addition to the benefit provided to the property owner, the City benefits from the elimination of an unregulated groundwater supply source adjacent to the City's boundaries.

FISCAL IMPACT

The water service will be metered and the owners will be required to pay monthly water and sewer charges based on current rates. The applicable development impact fees will be collected over a 10-year period. The total impact fees to be collected are \$9,518, or \$79.32 per month for the 10-year term.

PUBLIC HEARING

Not Required.

Attachments:

- A. Resolution w/Exhibit
- B. Vicinity Map

Attachment 'A'

RESOLUTION NO. 15-__

RESOLUTION OF THE CITY COUNCIL OF THE CITY OF KERMAN APPROVING AGREEMENT
FOR UTILITY SERVICE FOR JESUS AND LYDIA MAGANA

WHEREAS, Jesus and Lydia Magana are the owners of real property located at 432 S. Goldenrod Avenue, in the County of Fresno; and

WHEREAS, the Magana property contains a residence, water well and septic system; and

WHEREAS, sewer and water mains currently exist across the frontage of the subject property in Goldenrod Avenue and water and sewer services have been previously installed for the Magana property; and

WHEREAS, the amount of the City of Kerman Development Impact Fees for the Magana property to connect to the sewer and water system are \$9,518; and

WHEREAS, Jesus and Lydia Magana have made application to the City of Kerman for water and sewer service; and

WHEREAS, Section 13.08 of the Kerman Municipal Code requires payment of connection charges, and Section 13.04.100 of the Kerman Municipal Code requires an Agreement for Utility Service between the property owner and the City before utility service can be provided.

NOW, THEREFORE, THE CITY COUNCIL OF THE CITY OF KERMAN DOES RESOLVE AS FOLLOWS:

The Agreement for Utility Service for Jesus and Lydia Magana as substantially shown in Exhibit A is hereby approved and the City Manager is authorized to sign the Agreement on behalf of the City.

The foregoing resolution was introduced at a regular meeting of the City Council of the City of Kerman held on the 3rd day of June, 2015, and passed at said meeting by the following vote:

AYES:

NOES:

ABSENT:

ABSTAIN:

The foregoing resolution is hereby approved.

ATTEST:

Stephen B. Hill
Mayor

Marcy Reyes
City Clerk

Exhibit 'A'

RECORDED AT THE REQUEST OF
AND WHEN RECORDED MAIL TO:

CITY CLERK
CITY OF Kerman
860 S. MADERA AVENUE
Kerman, CA 93630

NO RECORDING FEE GOV. CODE 27363

SPACE ABOVE THIS LINE FOR RECORDER'S USE

Address: 432 S. Goldenrod Avenue
APN: 025-170-268

**AGREEMENT FOR UTILITY SERVICE
JESUS C. MAGANA and LYDIA F. MAGANA**

This Agreement for Utility Service (the Agreement) is made this _____ day of _____, 2015 between the CITY OF Kerman, a municipal corporation (City), and JESUS C. MAGANA and LYDIA F. MAGANA, Trustees of the Jesus C. Magana and Lydia F. Magana Revocable Trust (Owner).

Recitals

A. Owner is the owner of that certain real property (Real Property) located at 432 South Goldenrod Avenue in the County of Fresno, California and more particularly described as

The West quarter of the Southwest quarter of the Northwest quarter of Section 8, Township 14 South, Range 18 East, Mount Diablo Base and Meridian, according to the United States Government Township Plat;

EXCEPT the north 7048.8 feet hereof

ALSO EXCEPT therefrom the following described property:
Commencing at a point on the south line of the Northwest quarter of said Section 8, which is 181.13 feet east of the southwest corner of the Northwest quarter of said Section; thence northerly, parallel with the west line of Section 8, 273.92 feet to a point; thence easterly 157.13 feet a little more or less to a point on the east line of the West half of the West half of the Southwest quarter of the Northwest quarter of said Section; thence southerly along the east line of the said West half of the West half of the Southwest quarter of the Northwest quarter of said Section 8, a distance of 274.10 feet to a point on the south line of the Northwest quarter of said Section; thence westerly 151.13 feet along the south line of the said Northwest quarter to the point of commencement.

B. Improvements to the Owner's Real Property include a residence, a water well and septic system.

C. Owner desires to connect the existing residence to the water system of the City within 120 days and to the sewer system within 2 years of the date of this Agreement and to receive service from these systems.

Agreement

In consideration of the mutual promises contained herein, the parties agree as follows:

1. Owner agrees that he is obligated to pay Development Impact Fees to City in the amount of Nine Thousand Five Hundred and Eighteen Dollars (\$9,518) in order to receive sewer and water service from the City, as shown in attached Exhibit A. Owner agrees to pay these fees in 120 monthly installments of \$79.32 each. Installments shall begin with the first monthly utility billing after Owner is connected to either the City sewer or water system and shall continue until the entire amount is paid.

2. Owner agrees to obtain and pay for Plumbing Permits from the City for the connection of the residence on the Real Property to the City sewer and water system. If Owner chooses to maintain the existing water well, Owner agrees to use water produced by it for landscape irrigation purposes only, to disconnect the existing water pipeline from the well to the residence, and to install an approved backflow prevention device immediately downstream of his water meter and connection to the City water system. If after connection to the City water system, Owner ceases to use the existing well for irrigation purposes, Owner agrees to obtain and pay for a permit and abandon the existing well as required by law within 120 days of cessation of use of the water well. Owner also agrees to obtain and pay for a permit from the City or County, whichever is applicable at the time of abandonment, and abandon the septic system within 120 days of connection to the City sewer system.

3. The parties acknowledge that one result of the utility billing method of payment is to allow the City to use the non-judicial remedy of discontinuing all utility services in the event of a default by Owner in the performance of its duties and obligations pursuant to the Agreement.

4. In addition to any other relief that may be available to the parties in connection with this Agreement, the parties agree that a court or arbitrator may, in appropriate circumstances, order either party to specifically perform its obligations as set forth in this Agreement.

5. The rights and obligations of the parties shall not be assigned or transferred to others without the prior written consent of the other party. This agreement shall be binding upon and inure to the benefit of the parties' successors or assigns. The burdens and benefits of this Agreement shall run with the land identified in Exhibit A attached hereto. This Agreement shall be executed in recordable form.

6. All notices to be given under this Agreement shall be in writing and either:
(a) Sent by certified mail, return receipt requested, in which case notice shall be deemed delivered three (3) business days after deposit, postage prepaid in the United States Mail,
(b) Sent by a nationally recognized overnight courier, in which case notice shall be deemed delivered one (1) business day after deposit with this courier, or

(c) By telecopy or similar means: if a copy of the notice is also sent by United States Certified Mail, in which case notice shall be deemed delivered on transmittal by telecopier or other similar means provided that a transmission report is generated by reflecting the accurate transmission of the notices, as follows:

TO OWNER:	Jesus & Lydia Magana 432 S. Goldenrod Avenue Kerman, CA 93630
TO CITY:	City Manager CITY OF KERMAN 850 South Madera Avenue Kerman, CA 93630
With Courtesy Notice to:	City Attorney 850 South Madera Avenue Kerman, CA 93630

These addresses may be changed by written notice to the other party, provided that no notice of a change of address shall be effective until actual receipt by the parties of the notices. Copies of notices are for informational purposes only, and a failure to give or receive copies of any notice shall not be deemed a failure to give notice.

7. If either party commences an action against the other to enforce this Agreement, or because of the breach by either party of this Agreement, the prevailing party in this action shall be entitled to recover all money fees and costs incurred in connection with the prosecution or defense of this action, including any appeal of the action, in addition to a other relief. Prevailing party within the meaning of this Section shall include, without limitation, a party who successfully brings an action against the other party for sums allegedly due or performance of covenants allegedly breached, or that party who obtains substantially the relief sought in the action.

8. This Agreement contains the entire agreement between the parties as to the subject matter hereof. This Agreement shall not be construed to relieve Owner from properly maintaining improvements on Owner's property as required by any existing site plan or conditional use permit, to excuse compliance with any law or regulation of general application, or to address any developmental requirements that may be applied to any future development of Owner's property. Without limitation of the foregoing, Owner acknowledges that the Development Impact Fees paid as provided herein are for the existing residence only, and any additional residences or other uses or additional improvements will require the payment of additional Development Impact Fees as may be applicable to such additional residences, uses or improvements.

No promise, representation, warranty, or covenant not included in this Agreement has been or is relied on by either party. Each party has relied upon his own examination of this Agreement, the course of his own advisors, and the warranties, representations, and covenants in the Agreement itself. The failure or refusal of either party to read the Agreement or other documents, or to obtain legal or other advice relevant to this transaction constitutes a waiver of any objection, contention, or claim that might have been based on such reading, inspection, or advice.

9. Time is of the essence for each condition, term, and provision in this Agreement.

10. This Agreement may be executed in one or more counterparts. Each shall be deemed an original and all taken together shall constitute one and the same instrument. The execution of this Agreement is deemed to have occurred, and this Agreement shall be enforceable and effective only on the complete execution of this Agreement by the parties.

11. If any term or provision of this Agreement shall to any extent, be held invalid or unenforceable, the remainder of this Agreement shall not be affected.

12. A waiver or breach of a covenant or provision in this Agreement shall not be deemed a waiver of any other covenant or provision in this Agreement, and no waiver shall be valid unless in writing and executed by the waiving party. An extension of time for performance of any obligation or act shall not be deemed an extension of the time for performance of any other obligation or act.

13. Headings at the beginning of each section and subsection are solely for the convenience of the parties and are not a part of and shall not be used to interpret this Agreement. The singular form shall include the plural and vice versa. This Agreement shall not be construed as if it had been prepared by one of the parties, but rather as if both parties have prepared it. Unless otherwise indicated, all references to sections are to this Agreement. All exhibits referred to in this Agreement are attached to it and incorporated to it by this reference.

14. This Agreement shall be governed and construed in accordance with California law. This Agreement concerns real property located in Kernan, California and each party agrees that a court of competent jurisdiction for the judicial district including Kernan, California would be the most appropriate court for any litigation that might arise in connection with this Agreement.

15. Each party signing below certifies that he or she is authorized to execute this Agreement and thereby obligate the party on whose behalf such signature is made. The authority of each signer was, if necessary, granted by appropriate corporate action.

16. This Agreement may be modified or amended only by a writing duly authorized and executed by both parties. It may not be amended or modified by oral agreements or understanding between the parties. This Agreement and any modification or amendment thereto shall only be effective if authorized by the City Council of the City of Kernan.

17. The Owner agrees that the water provided by the City shall be used only for domestic use and residential landscape irrigation use. No use of City water for agricultural irrigation or other use atypical of residential use shall be allowed.

IN WITNESS WHEREOF, the parties have executed this agreement the day and year first above written.

'CITY'
CITY OF KERMAN, a Municipal
Corporation

Approved as to form

Luis Pallan, City Manager

Mark A. Blum, City Attorney

'OWNER'
Jesus C. Magana and Lydia E. Magana
Trustees of the Jesus C. Magana and Lydia E. Magana Revocable Trust:

Jesus C. Magana

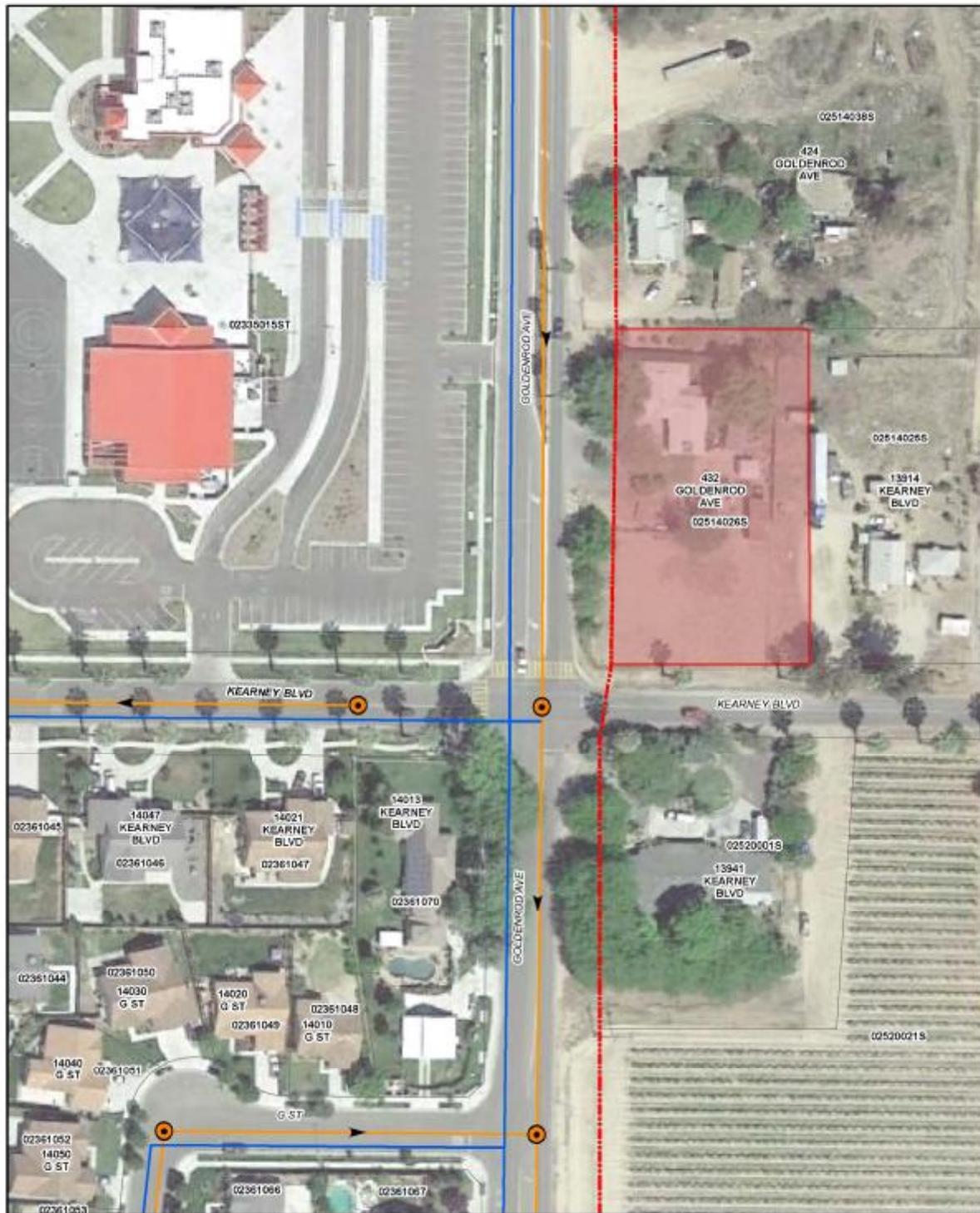
Lydia E. Magana

FEE	QUANTITY	RATE	EXTENSION
Water Front Footage (1)	135 L.F.	\$15.00	\$2,025
Water Oversize	1 UN	304.00	304
Water Major Facilities	1 UN	2,126.00	2,126
Sewer Front Footage (1)	135 L.F.	16.00	2,160
Sewer Oversize	1 UN	554.00	554
Sewer Major Facilities	1 UN	2,349.00	2,349
Total			\$9,518

Notes:

(1) Based on developed footage of the property at 603 Galeo 100 Avenue.

Attachment 'B'





City of Kerman

"Where Community Comes First"

MAYOR
Stephen B. Hill
COUNCIL MEMBER
Rhonda Armstrong
MAYOR PRO-TEM
Gary Yep
COUNCIL MEMBER
Nathan Fox
COUNCIL MEMBER
Bill Nijjer

DEPARTMENT: FINANCE
STAFF REPORT
CITY COUNCIL MEETING
COUNCIL MEETING DATE: JUNE 3, 2015

To: Mayor and City Council
From: Toni Jones, Finance Director
Subject: Preliminary Budget Presentations of Landscape & Lighting District and Internal Service Funds Budget

RECOMMENDATION

Council to review the preliminary Landscape & Lighting and Internal Service Funds Budgets for Fiscal Year 2015/16 and make any recommendations for changes.

EXECUTIVE SUMMARY

The Landscape and Lighting Maintenance District (L&LMD) annually levies and collects special assessments in order to maintain certain improvements such as street lighting, irrigation systems, mowing/weeding and plant materials within the L&LMD. The L&LMD provides and ensures the continued maintenance, servicing, administration and operation of various landscaped and lighting improvements in various tracts in the L&LMD throughout the City. Each tract is identified within a distinct zone with differing costs and benefits to the parcels within each zone.

The City has two Internal Service Funds (ISF); Vehicle/Equipment Fund and Technology Fund. Internal Service Funds finance the goods and/or services provided by one department. Departments utilizing services provided are charged a fee by the ISF department providing the service. The ISF departments depend upon revenue generated from those fees to support all departmental functions. The Vehicle/Equipment fund enables the fleet management to procure and manage fuel, acquire, maintain, repair and dispose of vehicles and equipment in the City fleet. The Technology fund manages all City information services, including technical support and electronic systems.

OUTSTANDING ISSUES

None.

DISCUSSION

The Landscape & Lighting Maintenance District was originally formed on September 7, 1993 by resolution #93-47 and is currently comprised of twelve (12) areas throughout the City (Attachment 'A'). The L&LMD receives its revenues from property tax assessments and not from user fees. The L&LMD assessment calculations are presented annually by the City Engineer and approved by the Council. Approximately \$212,777 will be collected in fiscal year 2015/16. Anticipated expenses for the year are estimated at \$211,827 and is \$950 less than the estimated revenue. To help alleviate the work load on the public works department, the budget this year includes four part time employees to assist with the maintenance through the summer months (2,560 hours). This budget ensures the continued maintenance and service of the areas within the Landscape and Lighting Districts.

The Vehicle/Equipment Internal Service Fund (ISF) provides for the operation, maintenance and replacement of vehicles and equipment for all City funds. The operation budget provides for the operation and maintenance (O & M) costs, personnel, fuel and insurance costs. Departments with vehicles and/or equipment are charged a fee for O & M and a portion of the replacement cost. When purchased the life on the vehicle or equipment is determined by number of years and the annual amount for replacement is charged to the department and set aside in a fund for future replacement. The fees collected for O & M provide for the ongoing costs to maintain the City's fleet.

The Technology Internal Service Fund provides for the replacement of existing desktop computers and annual maintenance for IT services for the upkeep of our equipment and computer network. In the same fashion that we fund the Vehicle/Equipment fund, the Technology ISF charges the various City departments based on the equipment provided.

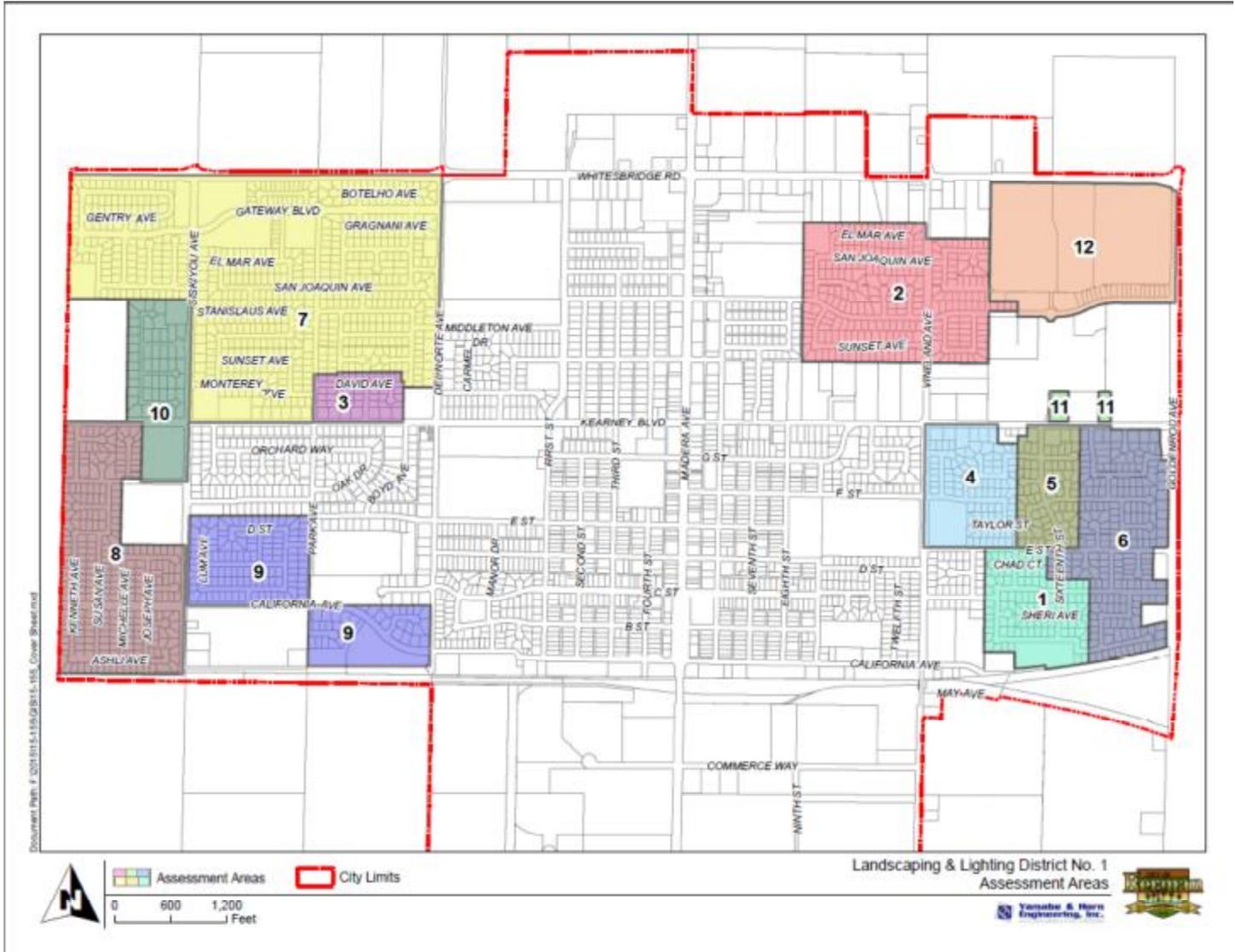
PUBLIC HEARING

None.

Attachments:

- A. Map of Current Landscape & Lighting Maintenance Districts
- B. Landscape & Lighting Revenue and Expenses
- C. Vehicle/Equipment Internal Service Fund Budget Revenue and Expenses
- D. Technology Internal Service Fund Budget Revenue and Expenses

Attachment 'A'
 Current Landscape & Lighting Maintenance District Map



Attachment 'B'

**Special Revenue - Landscape & Lighting District
 750**

Description	Audited 2012-2013	Audited 2013-2014	Adopted 2014-2015	Estimated Year- End	Budget 2015-2016
LANDSCAPING & LIGHTING DISTRICT FUND (750)					
350 00 00 Assessments	193,448	206,982	209,670	209,000	212,777
	193,448	206,982	209,670	209,000	212,777

**LANDSCAPE & LIGHTING DISTRICT
 750 4075**

Description	Audited 2012-2013	Audited 2013-2014	Adopted 2014-2015	Estimated Year- End	Budget 2015-2016
PERSONNEL					
410 10 00 Salaries	63,002	64,135	74,324	74,324	62,623
410 20 00 Part Time Salaries	4,760	10,710	20,000	20,000	33,500
410 30 00 Overtime	2,731	3,384	3,860	3,860	2,500
410 35 00 Stand By	1,803	1,890	1,950	1,950	1,805
420 51 00 CalPERS Unfunded Liability	0	0	0	0	1,344
420 00 00 Fringe Benefits	34,096	31,925	37,910	37,910	33,063
TOTAL PERSONNEL	106,391	112,044	138,043	138,044	134,835
OPERATIONS & MAINTENANCE					
510 01 00 Contract Services	0	25	500	0	0
510 10 00 Professional Services-Assessments	4,018	3,654	3,500	3,500	3,500
510 11 00 Professional Services-GIS Mapping	0	0	3,500	3,500	0
515 01 00 Utilities	30,016	30,534	30,000	30,000	30,000
521 02 00 General Supplies	7,524	5,145	5,000	5,000	5,000
521 06 00 Uniforms	343	514	375	480	500
540 00 00 Lease Payment (PFA Bond)	2,580	2,600	2,600	2,600	2,572
550 00 00 Insurance	2,824	2,894	3,436	3,274	2,357
551 02 00 Communications - Cellular Phone	0	406	500	500	500
555 04 00 Taxes & Assessments (F.I.D.)	63	63	63	63	63
557 41 00 Transfer to Other Funds	0	895	0	0	0
565 00 00 Internal Service Funds	17,684	14,795	23,697	23,697	24,545
560 00 00 Administration & Overhead	7,956	7,956	7,956	7,956	7,956
TOTAL OPERATIONS & MAINTENANCE	73,006	69,482	81,127	80,569	76,992
CAPITAL					
600 03 00 Capital Outlay-Machinery & Equipment	0	0	0	0	0
600 03 36 Capital Outlay-Bucket Truck	0	0	10,000	10,812	0
600 03 99 Capital Outlay-New Accounting Software System	0	0	2,685	2,685	0
TOTAL CAPITAL EXPENDITURES	0	0	12,685	13,497	0
TOTAL DEPARTMENT EXPENDITURES	179,397	181,526	231,855	232,110	211,827
				Budget to Budget Increase/(Decrease)	(20,028)
				Percentage of Change	-8.6%

Budget Highlights:

Revenue: L & L assessments will generate approximately \$213,000 in FY 2015/16

Attachment 'C'

Internal Service Fund Revenue Summary

Description	Audited 2012-2013	Audited 2013-2014	Adopted 2014-2015	Estimated Year- End	Budget 2015-2016
VEHICLE MAINTENANCE AND REPLACEMENT FUND (500)					
361_01_00 Interest Earnings	1,944	636	500	100	200
250_01_00 Charges to Departments - Replacement Costs	0	0	125,289	125,289	137,773
334_09_00 Grant-Compressed Natural Gas Vehicles	0	80,000	0	0	0
364_00_00 Charges to Departments - Operations & Maint.	381,846	365,571	391,219	391,219	436,378
369_01_00 Miscellaneous	0	1,852	0	5,456	0
	<u>383,790</u>	<u>448,059</u>	<u>517,008</u>	<u>522,064</u>	<u>574,351</u>

Attachment 'C' (cont'd)

VEHICLE MAINTENANCE & REPLACEMENT FUND					
500 4050 & 500 8000					
Description	Audited 2012-2013	Audited 2013-2014	Adopted 2014-2015	Estimated Year- End	Budget 2015-2016
PERSONNEL					
410 10 00 Salaries	46,730	47,317	52,021	53,000	55,213
410 30 00 Overtime	1,631	2,343	2,500	2,500	3,000
410 35 00 Stand By	1,193	1,641	1,770	1,770	1,824
420 51 00 CalPERS Unfunded Liability	0	0	0	0	1,185
420 00 00 Fringe Benefits	22,225	21,316	25,701	25,701	26,418
TOTAL PERSONNEL	71,779	72,618	81,992	82,971	87,639
OPERATIONS & MAINTENANCE					
510 01 00 Contract Services	6,539	12,065	10,000	22,000	10,000
515 01 00 Utilities	8,313	8,762	10,000	9,500	10,000
515 02 00 Fuel	123,084	127,657	140,000	100,000	130,000
521 01 00 Office Supplies & Postage	323	455	500	500	500
521 03 00 Vehicle Supplies - Parts	74,227	91,107	60,000	80,000	0
521 03 01 PD Fleet Preventative Maintenance	0	0	0	0	16,000
521 03 02 PD Fleet Repairs	0	0	0	0	16,000
521 03 03 Vehicle Preventative Maintenance	0	0	0	0	16,000
521 03 04 Vehicle Repairs	0	0	0	0	16,000
521 03 05 Equipment Repairs and Maintenance	0	0	0	0	16,000
521 06 00 Uniforms	152	168	175	310	350
550 00 00 Insurance	19,059	20,643	23,191	24,068	21,995
550 00 00 Insurance-Vehicles	0	0	0	0	4,500
551 01 00 Communications - Telephone	2,599	2,984	2,500	2,800	2,800
551 02 00 Communications - Cellular Phone	295	284	350	350	350
554 01 00 Travel - Conferences - Meetings	0	0	250	0	250
565 00 00 Internal Service Funds	5,504	4,454	5,926	5,926	5,846
560 00 00 Administration & Overhead	56,964	56,964	56,964	56,964	56,964
TOTAL OPERATIONS & MAINTENANCE	297,059	325,544	309,855	302,418	323,554
CAPITAL - 4050					
600 04 03 Alarm System (Monitored)	0	3,200	0	0	0
600 04 05 Vehicle Tow Dolly	0	1,283	0	0	0
600 04 13 Small Equipment Replacement	2,064	2,217	0	0	0
600 04 15 A/C Freon Recovery/Recharge System	3,725	0	0	0	0
Vehicle Diagnostic Scanner	0	0	0	0	2,000
600 04 16 Tire Balancer	0	0	0	0	7,000
600 04 17 Shop Cooler	0	0	0	0	3,000
CAPITAL - 8000					
600 04 33 Patrol Vehicles (3 in 2014/15)	85,582	65,394	75,000	62,381	104,000
600 04 34 PW Pickup & Three (3) CNG Vehicles	0	39,882	0	0	0
600 04 35 Tractor for Spraying and Disking (Used)	0	0	17,000	0	0
600 04 36 Bucket Truck (Used)	0	0	17,000	18,409	0
TOTAL CAPITAL EXPENDITURES	91,371	111,977	109,000	80,790	116,000
TOTAL DEPARTMENT BUDGET	460,208	510,139	500,848	466,179	527,193
Budget to Budget Increase/(Decrease)					26,346
Percentage of Change					5.3%

Budget Highlights:

Capital: Four (4) Patrol Vehicles scheduled to be replaced in 15/16 - Transitioning to Dodge Charges from Missouri Highway Patrol and will be assigned to front line officers.

Attachment 'D'

Internal Service Fund Revenue Summary

Description	Audited 2012-2013	Audited 2013-2014	Adopted 2014-2015	Estimated Year- End	Budget 2015-2016
TECHNOLOGY MAINTENANCE AND REPLACEMENT FUND (510)					
361 01 00 Interest Earnings	853	886	600	750	750
250 01 00 Charges to Departments - Replacement Costs	0	0	13,741	13,741	13,313
364 00 00 Charges to Departments - Operations & Maint.	71,387	80,577	45,579	45,579	40,106
	<u>72,240</u>	<u>81,463</u>	<u>59,920</u>	<u>60,070</u>	<u>54,169</u>

**TECHNOLOGY MAINTENANCE
510 5051**

Description	Audited 2012-2013	Audited 2013-2014	Adopted 2014-2015	Estimated Year- End	Budget 2015-2016
PERSONNEL					
410 10 00 Salaries	13,638	11,273	7,683	10,000	14,213
410 30 00 Overtime	0	11	0	100	0
420 51 00 CalPERS Unfunded Liability	0	0	0	0	305
420 00 00 Fringe Benefits	4,875	3,803	2,750	2,750	4,284
TOTAL PERSONNEL	18,513	15,087	10,433	12,850	18,802
OPERATIONS & MAINTENANCE					
510 01 00 Contract Services	18,527	24,253	25,669	25,669	25,768
TOTAL OPERATIONS & MAINTENANCE	18,527	24,253	25,669	25,669	25,768
CAPITAL					
600 04 00 Capital Outlay - Computers	34,223	21,632	25,000	22,000	25,000
TOTAL CAPITAL EXPENDITURES	34,223	21,632	25,000	22,000	25,000
TOTAL DEPARTMENT BUDGET	71,262	60,972	61,103	60,519	69,570
				Budget to Budget Increase/(Decrease)	8,468
				Percentage of Change	13.9%

Budget Highlights:

As has been the practice, if existing equipment is scheduled for replacement but found to be in good working order, the replacement of such equipment may be carried forward to another year.
 Increase in personnel due to filling Senior Accountant position



City of Kerman

"Where Community Comes First"

MAYOR
Stephen B. Hill
MAYOR PRO-TEM
Gary K. Yep
COUNCIL MEMBER
Rhonda Armstrong
COUNCIL MEMBER
Nathan Fox
COUNCIL MEMBER
Bill Nijjer

DEPARTMENT: PUBLIC WORKS
STAFF REPORT
CITY COUNCIL MEETING
COUNCIL MEETING DATE: JUNE 3, 2015

To: Mayor and City Council
From: Ken Moore, Public Works Director
Subject: Kerman 36% Water Savings Campaign

RECOMMENDATION

Council review Kerman 36% Water Savings Campaign and make any recommendations or changes as needed.

EXECUTIVE SUMMARY

At the May 20, 2015 City Council meeting the Public Works Director provided a water conservation program report detailing the Governor's 2015 State Emergency Drought order, implications of the order and some ideas of reaching the goals set forth by the Department of Water Resources. Council asked staff to prepare a more detailed and precise public education and out-reach water conservation program. Staff created an internal Water Conservation Task Force comprised of representatives of each department. The task force has prepared a Kerman 36% Water Saving Campaign as outlined in Attachment 'A'.

OUTSTANDING ISSUES

The State-imposed mandatory water savings target did not provide ample time needed to prepare, fund, and implement a comprehensive water savings campaign. However, the City will do its best to encourage water conservation over the next nine months in compliance with State law.

DISCUSSION

The Kerman 36% Water Savings Campaign reflects an integrated effort to provide a strategic marketing, educational, community advocacy, and enforcement program aimed at encouraging the community work together to save water to meet the State mandated 36% water reduction target.

City staff began the effort by establishing internal ad-hoc Water Conservation Task Force. The task force met on May 26th to put together a campaign per the Council's direction. The task force will meet weekly in the first three months in order to ensure that the campaign is implemented as proposed. The task force will update the Council on the progress of the campaign at every meeting.

Implementation of the campaign will require a coordinated effort by all City departments. The goal of the plan is to de-emphasize fines and penalties and encourage the community to work together to achieve the water reduction target. Through a "Reduce Our Use: Working Together to Save Water" campaign, staff hopes to positively reinforce water conservation. Fines and penalties will be considered as a last resort where repeat water wasting or off-schedule watering continues to occur.

A major component of the Kerman 36% Water Savings campaign is the recommendation to hire a full-time, temporary Water Tech position as a sole point-person on water conservation monitoring efforts. The person will work from July 1 through December 31. The goal is to have the individual work on a flexible schedule to patrol after hours and on weekends.

FISCAL IMPACT

Additional costs to the City include the hiring of a part-time water conservationist; publication expenses, various media messages and water savings programs including water saving devices the city intends to hand out.

PUBLIC HEARING

Attachments:

- A. Kerman 36% Water Savings Campaign

Attachment 'A'

Kerman 36% Water Savings Campaign

Reduce Our Use!



Working together to save water

Task	Timeline for Completion	Assigned
Marketing		
<ul style="list-style-type: none"> Tag line – “Reduce our Use: <i>Working together to save water</i>” (emphasize that we are in this together, and that conserving water is a socially responsible thing to do) 	Done	
<ul style="list-style-type: none"> Create a single identity for the campaign using a cartoon figure or logo 	Done	See above
<ul style="list-style-type: none"> Explore feasibility of using a marketing firm to help create the message and collateral material 	June 3	Defer to Council
<ul style="list-style-type: none"> City must lead by example – launch Kerman 36% Water Savings Campaign 	Ongoing	City Staff
<ul style="list-style-type: none"> Mayor to pen letter to all residents: discussing drought, mandatory 36% water reduction targets, information on water conservation tips, how to get involved 	June 15	Mayor Marci Philip/Seniors Mailing
<ul style="list-style-type: none"> Using utility bills to inform customers of water conservation target and tips for conserving water 	Ongoing	Toni–envelopes Ken/Lydia- Content
<ul style="list-style-type: none"> Create educational and promotional posters using strong visualization 	In progress	Philip/Jeanna
<ul style="list-style-type: none"> Create brochures, flyers, posters, magnets and other collateral marketing material for display at: <ul style="list-style-type: none"> Schools Clinics Businesses Library City Hall Senior Center Community/Teen Center Community events Random direct mail Included in utility bill 	Information by June 20	Terri – Banners and signs Lydia – Brochures, flyers and posters Philip – Magnets, posters printing
<ul style="list-style-type: none"> Create mouse pad with “Reduce Our Use: Working Together to Save Water” to give away at festivals and community events 	June 20	Marci Philip to check his vendor
<ul style="list-style-type: none"> Create yard signs to place in street medians that read: “Reduce our Use: Working together to save water” 	June 20	Ken Toni
<ul style="list-style-type: none"> Create a yard sign for residents and business to place in their yard saying that they are part of the City’s effort to “Reduce our Use: Working together to save water” 	June 20	Ken Toni
<ul style="list-style-type: none"> Create “Reduce our Use” magnets to place on Mid Valley Disposal trucks in town 	Report back at next conservation meeting	Toni – Check with MVD Lydia – Price large magnets
<ul style="list-style-type: none"> Direct door-to-door canvassing of residents and businesses about water conservation using youth and other community volunteers 	Ongoing	Philip

Task	Timeline for Completion	Assigned	
Marketing Continued			
<ul style="list-style-type: none"> • PSA's <ul style="list-style-type: none"> ○ Radio KOKO ○ Kerman News 	Ongoing – a new PSA each month	Philip -content Lydia-Information	
<ul style="list-style-type: none"> • Direct Ad Buys (Radio/Kerman News) 	2015/16 City Budget		
<ul style="list-style-type: none"> • Strategic Press Releases creating news-value messages <ul style="list-style-type: none"> ○ Kerman launches “Reduce Our Use: Working Together to Save Water” campaign ○ Kerman City Council proclaims Kerman’s commitment to “Reduce Our Use: Working Together to Save Water” month ○ Kerman vows to reduce water consumption by 36% ○ Kerman unveils low-flow toilet rebate program ○ Kerman unveils turf-replacement rebate program ○ Kerman injects Aqua Cents into parks to conserve water by 48% 	June 3/10	Helen	
	July	Helen	
	July	Marci	
	August	Helen	
	2015/16 City Budget		
<ul style="list-style-type: none"> • Regular reporting of campaign results – Graph, submit to Kerman News 	Ongoing Monthly	Lydia/Edward	
<ul style="list-style-type: none"> • City of Kerman Website 	Ongoing	Helen	
<ul style="list-style-type: none"> • Link for reporting water wasting 	June 5	Helen	
<ul style="list-style-type: none"> • Information on State mandated 36% water reduction target 	Ongoing	Ken	
<ul style="list-style-type: none"> • Helpful information on how to conserve water 	Ongoing	Lydia	
<ul style="list-style-type: none"> • Insert water conservation target and measures on Sebastian’s local web portal 	June 5	Helen	
<ul style="list-style-type: none"> • Ask the District if they could include water conservation message in their Robo-calls to parents 	In progress	Marci	
<ul style="list-style-type: none"> • Order water wise t-shirts and hats for City Staff and Volunteers 	June 15	Philip/Ken	
Education			
<ul style="list-style-type: none"> • Establish a speaker’s bureau to make presentations to community groups and professional organizations (City staff, FID staff, others) 	Ongoing	Ken – report at next meeting	
<ul style="list-style-type: none"> • Establish a volunteer Water Ambassadors group to serve as liaison between City and Community 	Ongoing	Philip-report at next meeting	
<ul style="list-style-type: none"> • Set up booth at events/exhibits with helpful information about water conservation at festivals: <ul style="list-style-type: none"> ○ Sebastian Founders Day ○ Harvest Festival ○ July 4th Fireworks Celebration ○ National Night Out ○ Almond Festival ○ Enter float in the Harvest of Lights Parade with Xeriscape 	Ongoing	Lydia, Edward and City Staff	
	Council on float		
	<ul style="list-style-type: none"> • Create a “Ms. Rainy Janie” or “Mr. Faucet” School Assembly Program to educate elementary school children of the importance of water conservation 	August 2015	Lydia, City Staff
	<ul style="list-style-type: none"> • Xeriscape demonstration project in the lawn area of City Hall (remove turf, xeriscape plants, drip irrigation) 	June 30	Lydia

Task	Timeline for Completion	Assigned
Social/Community Advocacy		
<ul style="list-style-type: none"> Water Conservation Expo (vendors for synthetic-lawn, drip irrigation, Aqua Cents, HERO & other programs, demonstrations, speakers, prizes) 	August – at National Night Out	Lydia, Helen
<ul style="list-style-type: none"> Contest for customers who hit monthly water reduction targets (e.g. 10% savings on water bill). Winners enter drawing to win water efficient washer in February 2016 	When all houses are metered	Lydia, Finance Staff
<ul style="list-style-type: none"> Youth Education Presentations: <ul style="list-style-type: none"> Summer School Summer aquatics program Teen Lock-in Soccer Saturday Contest Education Events (drawing program possible to use on City calendar) 	Fall 2015	Philip
<ul style="list-style-type: none"> Presentation to community groups: <ul style="list-style-type: none"> Churches Service Clubs Senior Citizens Apartments managers 	Ongoing	Philip/KCSO
<ul style="list-style-type: none"> Involving Schools <ul style="list-style-type: none"> Water cycle poster In-class presentations by water professional Water Education for Teachers (Project WET) Drawing or poster contest Tour of reservoir (Pine Flat or Millerton Lake) 	Fall 2015 when KUSD in session	Lydia, Philip, Edward, City Staff
<ul style="list-style-type: none"> Create Volunteer Water Ambassadors 	August 2015	Philip
Rebates and Other Programs		
<ul style="list-style-type: none"> Distribute water conservation kits containing dye tablets to test for leaks, a flow restrictor and an instruction sheet 	2015/16 City Budget	
<ul style="list-style-type: none"> Install free high-efficiency shower-heads, faucet aerators and other devices 		
<ul style="list-style-type: none"> Hand-out hose nozzles to customers caught using hose without nozzle 		
<ul style="list-style-type: none"> Contract with local contractor to repair leaks at no cost to the customer (over 200 customers with leaks) 		
<ul style="list-style-type: none"> Consider low-flush toilet rebate program that includes installation at no-cost 		
Enforcement		
<ul style="list-style-type: none"> Hire a full-time, temporary Water Tech position (July through December) as the sole point-person on water conservation monitoring efforts 	2015/16 City Budget	
<ul style="list-style-type: none"> De-emphasize penalties and fines and encourage conservation 	Ongoing	Lydia, Ken
<ul style="list-style-type: none"> Water patrol schedule after hours and on weekends 	2015/16 City Budget	
<ul style="list-style-type: none"> Police to identify and notify Water Tech of any water wasting or off schedule watering 	Ongoing	Terri
<ul style="list-style-type: none"> Establish quick response or follow-up on reported water wasters 	Ongoing	Lydia