Visalia City Council

City Council

Meeting Agenda - Final

Visalia City Council
707 W. Acequia
Visalia, CA 93291

Mayor Steve Nelsen
Vice Mayor Brian Poochigian
Council Member Greg Collins
Council Member Brett Taylor
Council Member Liz Wynn

Monday, June 20, 2022 **7:00 PM** **City Council Chambers**

ROLL CALL

CALL TO ORDER WORK SESSION - 4:00 PM

PUBLIC COMMENTS

Citizens are now invited to comment on issues within the jurisdiction of the Visalia City Council. The Council asks that you keep your comments concise and positive. Creative criticism, presented with appropriate courtesy, is welcome.

Each speaker will be allowed three minutes and a timer will notify you when your time is expired. Please begin your comments by stating and spelling your name and providing your city of residence.

WORK SESSION AND ACTION ITEMS (as described)

1. Presentation of the Short Range Transit Plan by consultant Moore & Associates on behalf of Visalia Transit for consideration of adoption by the Visalia City Council. **22-0040**

2. Review and accept the 2021 Annual Report from the City of Visalia Historic Preservation Advisory Committee. **22-0194**

3. Presentation on pro-active efforts being undertaken to deter the use of illegal fireworks. **22-0245**

ADJOURN TO CLOSED SESSION - 6:00 PM (Or, immediately following Work Session)

CALL TO ORDER REGULAR SESSION - 7:00 PM

PLEDGE OF ALLEGIANCE

INVOCATION

ITEMS OF INTEREST

PUBLIC COMMENTS

This is the time for citizens to comment on subject matters that are not on the agenda and within the jurisdiction of the Visalia City Council. The Council asks that you keep your comments brief and positive. Creative criticism, presented with appropriate courtesy, is welcome.

This is also the time for citizens to request an item from the Consent Calendar be pulled for discussion purposes. Public comments related to all pulled Consent Calendar items and Regular or Public Hearing items listed on the agenda will be heard at the time that item is discussed or when the Public Hearing is opened.

Each speaker will be allowed three minutes, and a timer will notify you when your time is expired. Please begin your comments by stating and spelling your name and providing your city of residence.

CONSENT CALENDAR

Consent Calendar items are considered routine and will be enacted in one motion. There will be no separate discussion of these matters unless a request is made and then the item will be removed from the Consent Calendar to be discussed and voted upon by a separate motion.

1. Authorization to read ordinances by title only. **22-0151**

2. Authorize the City Manager to award a sole-source professional design services contract to CWE for design of the East Side Regional Park's (ESRP) Basin D for an amount not to exceed $275,265.18, and approve an appropriation of $324,070 from the various funds outlined within this report. (3010-72000/CP0396-999) **22-0166**

3. Adopt resolutions 2022-39 and 2022-40, designating a portion of City owned property located within 2 parcels of two different subdivisions; Lot "A" of Highland Park Estates subdivision and Lot "A" of Highland Park, Unit No. 2 subdivision as part of the public City Street System respectively. **22-0199**

4. Authorization for the City Manager to approve an agreement with Workforce Investment Board of Tulare County to continue the Environmental Clean-Up Opportunities (ECO) Transitional Jobs Program through FY2022/2023 in the amount of $221,847 from the Solid Waste Enterprise Fund. **22-0212**

5. Adopt Resolution No. 2022-41 to designate various road projects for Road Maintenance and Rehabilitation Account (RMRA) 2022/23 funding from the State of California Road Repair and Accountability Act of 2017 (Senate Bill SB1) as outlined within this report. **22-0215**

6. Authorization for staff to appropriate $100,000 from the Airport Enterprise Fund to pay expenses generated by the recently approved lease between the Federal Express Corporation and the City of Visalia. **22-0225**

7. Authorization to execute annual service agreement with Visalia Economic Development Corporation (VEDC) for $60,000 and appropriate $40,000 ($20,000 for FY 22/23 and $20,000 for FY 23/24) from the General Fund to fund the increase in requested services. **22-0228**

8. Accept the City of Visalia Cash and Investment report for the third quarter of the fiscal year which consists of months January, February, and March 2022. **22-0229**

9. Approve annual membership in the Tulare County Economic Development Corporation (TCEDC) for FY 22/23 in the amount of $50,000. **22-0230**

10. Authorize the City Manager to award a construction contract to Bush Engineering, Inc. for two locations; Enhanced Crosswalk at Denton Street and Ferguson Avenue and the Linwood Street Pedestrian Pathway Projects, in the amount of $282,322 (CIP 3010-72000/CP0297-999 & CIP 3010-72000/CP0476-999) and appropriate $50,200 from the Measure R Local Fund. **22-0234**

11. Approve Resolution Number 2022-37 adopting the City of Visalia's annually updated Investment Policy and delegating authority to invest funds for the City to the Finance Director/Treasurer for fiscal year 2022/23. **22-0235**

12. Consideration of a Mural Application request from Habitat for Humanity of Tulare / Kings Counties for one mural proposed on the east and north-facing facades of the commercial building located at 637 S. Lovers Lane. **22-0240**

13. Appoint Walter Deissler and Jay Hohlbauch to a second one-year term, appoint Tyler Davis to a second two-year term, and appoint Patricia Kane and Michael Kreps to a third two-year term on the Historic Preservation Advisory Committee. **22-0243**

14. Selection of Visalia's recommendation to represent the Council of Cities as the Transit Representative on the Tulare County Association of Governments. **22-0244**

15. Authorize the City Manager to extend the emergency contract for Engineering Plan Review and Related Services to Interwest Consulting Group, not to exceed $200,000, for one year ending June 30, 2023. **22-0248**

16. Adopt the revised salary schedule for full-time employees, City Manager, and City Council members of the City of Visalia **22-0250**

17. City Council approval of Resolution 2022-42 adopting the 2022-23 appropriations limit for the City of Visalia's General Fund. **22-0253**

18. Reappointment of Lisa Walsh to a two-year term and authorization to open recruitment for one vacant position on the Parks and Recreation Commission. **22-0254**

REGULAR ITEMS AND PUBLIC HEARINGS

Comments related to regular Items and Public Hearing Items are limited to three minutes per speaker, for a maximum of 30 minutes per item. The Mayor may reasonably limit or extend the public comment period to preserve the Council's interest in conducting efficient, orderly meetings.

1. Conduct the second public hearing and approve the proposed Fiscal Years 2022/23 & 2023/24 Measure N budget. **22-0251**

2. Annual Recertification of the Measure T (Sales Tax) Plan for FY 2022/23. **22-0252**

3. Public Hearing on, and adoption of, the City of Visalia 2022/23 and 2023/24 multi-year budget. Resolution 2022-43. **22-0255**

4. Authorization to allow the City of Visalia to place the item contested during the June 6, 2022 public hearing on the Miscellaneous Special Assessments on the Tulare County secured property tax roll. **22-0246**

5. Public Hearing and adoption of resolution 2022-30 to authorize proposed new fees, increases, and adjustments to the City's Rates and Fees schedule for Fiscal Year 2022-23. **22-0075**

6. Introduce and conduct the second reading of Ordinance No. 2022-09 an ordinance to approve the adoption of Visalia Police Department Military Equipment Policy #708 per California Assembly Bill (AB) 481. **22-0257**

7. Public Hearing and consideration of the following actions related to the project site located on the southeast corner of East Cherry Avenue and South Lovers Lane (APN: 127-030-018): **22-0214**

1. [illegible]
2. [illegible]

CLOSED SESSION REPORT

1. For the purposes of reporting out, for the record, transactions that occurred as a result of Closed Session Real Property Negotiations: **22-0249**

Buyer: City of Visalia
Seller: Buhl Properties, LLC a California limited liability company
APN: 119-340-012 (portion)
Purpose: Caldwell Widening Project - Akers to Shady
Brief Description: Temporary Construction Easement
Price: $3,100.00
Closing Date: 6/13/2022
Project Manager: Fred Lampe
****
Buyer: City of Visalia
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Brief Description: Temporary Construction Easement
Price: $3,100.00
Closing Date: 6/13/2022
Project Manager: Fred Lampe

ADJOURNMENT

1. Upcoming Visalia City Council Meetings: **22-0261**
Monday, July 18, 2022 at 7:00 PM: Regular Meeting, City Hall, 707 W. Acequia
Monday, August 1, 2022 at 7:00 PM; Regular Meeting, City Hall, 707 W. Acequia

Visalia City Council

Staff Report

File #: 22-0040 **Agenda Date:** 6/20/2022 **Agenda #:** 1.

Agenda Item Wording:
Presentation of the Short Range Transit Plan by consultant Moore & Associates on behalf of Visalia Transit for consideration of adoption by the Visalia City Council.

Deadline for Action: 06/30/2022

Submitting Department: Administration - Transit

Contact Name and Phone Number:
Jim Moore, Moore & Associates (Presenter) Jim@Moore-Associates.Net
Angelina Soper, Transit Manager Angelina.Soper@Visalia.City (559) 713-4591
Nick Mascia, Assistant City Manager, Nick.Mascia@visalia.city, (559) 713-4323

Department Recommendation:
Staff recommends that City Council receive a presentation on the Short-Range Transit Plan (SRTP) and adopt the SRTP as proposed by Moore & Associates.

Background Discussion:
The Short-Range Transit Plan (SRTP) is a five (5) year document created by a consultant following an evaluation period. This document is updated every five years as a funding requirement by the Federal Transit Authority (FTA). The SRTP is a planning document for Transit and is used to guide the Transit agency through goals, and objectives over the next five years. The Consultant evaluates the current state of Visalia Transit and makes recommendations based on the needs of the region and industry standards in conformance with the standards and procedures of the FTA. Recommendations can include route changes, expansions, reductions, and improvements to name a few. The current SRTP was adopted in 2016 and will be replaced with this current version once adopted. The consultant, Moore & Associates, was hired by The Tulare County Association of Governments through their own purchasing process to perform the SRTP update on behalf of Visalia Transit. Visalia Transit did participate in scoring proposals for the RFP along with TCAG staff. TCAG is also handling the invoicing and payments for this SRTP directly.

The final SRTP report consists of the following:

- Goals, Objectives, and Performance Standards
  - This section discusses the Mission and Vision of Visalia Transit, the current Program goals and objectives and the current performance measures and standards.
- A summary of community surveys
  - The consultant performed passenger surveys for both Fixed Route and Dial A Ride surveys and also a general community survey.
- System performance analysis

  - The existing fare structure, organizational structure, and system and performance standards were evaluated within this process.
- Facilities and Equipment Analysis
  - All Transit equipment, and property was evaluated within this process.
- Needs Assessment
  - Within this part of the process the current service levels were evaluated to determine if Visalia Transit is meeting the current Transit needs of our community.
- Services recommendations
  - These are the final SRTP recommendations made by the consultant as a result of this process.
- Operations Plan
  - This is an overall description of how Visalia Transit operates as it relates to Administration, Operations, Capital, Technology, and Marketing and Outreach.
- Financial and Capital Plans
  - This aspect of the process evaluates the Transit Funding Sources, the current Financial plan and finally the Transit Capital Improvement Plan.

During the presentation the Consultant will explain how recommendations were created given the current state of Visalia Transit as it relates to both the pandemic environment and also the collaboration with the Tulare County Regional Transit Authority (TCRTA) which is the local Transit JPA involving the other agencies in Tulare County. Many of the recommendations will have to be individually considered while heavily weighing the impact of both factors. Furthermore each recommendation needs to be discussed and analyzed prior to implementation. In fact, many of the proposed recommendations have already been considered and are currently being planned by Staff. While these are just recommendations, Visalia Transit will have to make good faith effort to evaluate and implement the recommendations within reason. An adopted Short Range Transit Plan is a federal funding requirement. While evaluating each of these recommendations, Visalia Transit staff will consider all aspects that might be impactful including, but not limited to, current ridership data, local demand, status of the pandemic, and funding opportunities. Monitoring certain trends such as remote learning verses on-campus learning at College of the Sequoias will be especially important. Visalia Transit staff also fully recognize that the environment is ever evolving as society continues to emerge from the COVID-19 pandemic. Due to this current environment, it is likely that this 5 year plan will need to be reevaluated within the next one to two years. Many Transit agencies have begun to implement vast changes prematurely and have found that continuous adjustments are become necessary.

Fiscal Impact:
Tulare County Association of Governments (TCAG) has funded the update to the Visalia Transit SRTP at no cost to the City. Although the SRTP identifies objectives and needs over the next five years for Visalia Transit, no financial estimates are provided within the document and any recommendations identified will be evaluated by Visalia Transit staff before implantation. Staff will utilize existing operational funding or seek out additional funds from partnering agencies or grant opportunities to meet those identified goals and recommendations within the SRTP the city wishes to pursue.

Prior Council Action:
January 16th, 2017 - City Council adopted the current version of the SRTP.

Other: N/A

Alternatives: N/A

Recommended Motion (and Alternative Motions if expected):
I move to adopt the Short-Range Transit Plan.
Environmental Assessment Status: N/A

CEQA Review: N/A

Attachments:
1. Draft SRTP
2. SRTP Slideshow Presentation

Visalia Transit

Short Range Transit Plan Recommendations

Recommendation	Status
3. Syncromatics Training for Staff (p.62)	Ongoing
13. Transit Ops Facility Repairs and Rehab (p.69)	Ongoing
14. Expand Travel Training Program (p.69)	Ongoing
16. Enhance Visalia Transit Website (p.70)	Ongoing
11. Incrementally Add Transit to New Developments (p.67)	Ongoing
2. Replace Fareboxes (p.62)	Ongoing
4. Bus Stop Improvements (p. 63)	Ongoing
15. Ensure GTFS Info kept up to date (p.70)	Ongoing

Short Range Transit Plan Recommendations Continued

Recommendation	Status
9. Work with COS to establish an inter-campus shuttle (p.66)	Needs to be discussed
1. Increase Transit Staffing (61)	Needs to be discussed
6. Implement 15-20 min Service Frequency during AM and PM peak periods (p.64)	Needs discussion and analysis
6. Extend Route 1 and 2 Service until 10 p.m. on weekdays (p.64)	Needs discussion and analysis
7. Introduce trial “first and last mile” service (p.65)	Has been discussed, needs analysis
10. Increase awareness of the bus-bike connection (p.67)	Needs to be discussed

Short Range Transit Plan Recommendations Continued

Recommendation	Status
5. Implement neighborhood circulators as feeders to trunk lines (p.64)	Needs discussion and analysis
17. Consider utilizing smaller vehicles especially for lower productivity routes and/or neighborhood circulators (p.70)	Has been discussed, needs analysis
18. Introduce service along Ben Maddox between Walnut and Caldwell (p.71)	Needs discussion and analysis
8. Evaluate return of Route 7 (p.66)	Needs discussion and analysis
12. Install Drivers name plates on DAR vehicles (p. 68)	Needs to be discussed

Questions or Comments?

Tulare County Association of Governments

Visalia Transit
2022 Short Range Transit Plan

FINAL REPORT
APRIL 2022

moore & associates

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Introduction

The City of Visalia's 2022 Short Range Transit Plan (SRTP) is intended to achieve two goals. First, an objective evaluation of both current and recent program performance employing quantitative (measurable) performance criteria as well as subjectively utilizing performance criteria adopted by the City of Visalia as well as Moore & Associates' 30-plus year public transit consulting experience. Second, a five-year "road map" intended to guide the continuing development of the City's public transit program.

The resulting Operations Plan (Chapter 7) presents sixteen recommendations intended to enhance the day-to-day performance of Visalia Transit, enhance the transit customer experience thereby supporting customer retention, advance new and innovative service alternatives thereby responding to the mobility needs and priorities voiced by the Visalia community (including potential transit riders), and guide the City's future transit investments (operations and capital), thereby supporting the continued viability of its transit program.

As the Short Range Transit Plan project approached completion, the nation began its third year confronting the challenges and impacts of the COVID-19 pandemic. The impact which the pandemic has had on the lives of Visalia residents cannot be understated. Two particular aspects stand out. First, the community's travel needs, priorities, and preferences have changed demonstrably – and are likely to remain this way for many years to come. Historically, the majority of public transit trips could be attributed to 1) accessing work or employment, 2) accessing education/training, 3) accessing healthcare services, and 4) accessing shopping. The impacts of the COVID-19 pandemic have materially changed the historic travel behavior resulting in significant declines in transit ridership (in Visalia as well as nationally). The number of Americans working remotely has increased exponentially and full return to traditional (large population) employment settings is not anticipated. Educational institutions (including College of the Sequoias) have successfully implemented distance-learning options, thereby eliminating a long-time source of Visalia Transit weekday ridership. To address the impacts of the pandemic, hospitals and medical clinics (including doctor offices) have changed the very way they operate, in many instances restricting access to facilities for large portions of the population. Utilization of tele-care services has become an increasingly common substitute to the traditional (in-person) doctor's office visit. This development has particularly impacted the City's dial-a-ride ridership. Lastly, the pandemic has accelerated the development and availability of home delivery services. Today Visalia residents can choose to have ready-to-eat meals, their weekly groceries, and even new vehicles delivered directly to their residences. So, for many, the "need" to complete multiple shopping trips in a typical week is no more.

So what does this mean for long-time transit providers such as the City of Visalia? Three words: Adaptation. Diversification. Innovation.

As a long-time public transit-focused consulting firm, Moore & Associates does not subscribe to the belief that the days of traditional public transit are over. Rather we believe the pandemic serves as an opportunity (an accelerant?) for the overall re-imagining of how public transit can respond to the needs

of its existing customers, while also implementing innovative and cost-effective services designed to address the mobility needs and priorities of the larger community. While many Visalia residents continue to rely on Visalia Transit for their day-to-day travel needs, an emerging market segment has expressed a desire for something beyond the 40-foot bus which is typically limited for travel along key arterials.

Presented here are eight complementary chapters which serve to document Visalia Transit's recent performance; give voice to the mobility needs and priorities of transit riders as well as the community at-large; and advance a series of Administrative, Operations, Capital/Technology, and Marketing/Outreach recommendations intended to support the continued development of Visalia Transit; while also providing Financial and Capital Plans outlining how the proposed recommendations can be realized.

In closing, it is our fond hope both the Visalia city council and its staff come to view the Short Range Transit Plan as more than simply a "box-checking" exercise. Rather, it has been Moore & Associates' goal to provide the City with a practical "blueprint" intended to both guide and enhance the City's transit service across the next five years.

Chapter 1: Goals, Objectives, and Performance Standards

This chapter advances performance measures governing the public transit programs provided by the City of Visalia. Performance measures are also included for the role of public transit in the community, including land-use, planning, and regional connectivity. Establishment of performance measures allows progress toward goals to be tracked and achieved.

In order to evaluate the effectiveness of any transit program, it must be measured against specific goals and standards appropriate to the services it provides and the environment in which it operates. These performance measures are composed of goals, objectives, tactics, and performance standards.

- Goals are statements that qualify the desired results. They are the end toward which efforts are directed. They are general and timeless, yet theoretically attainable.
- Objectives provide quantifiable measures of the goals. They are more precise and capable of both attainment and measurement.

Once goals and objectives are identified, performance measures can be defined, as well as performance standards against which to measure success.

- Performance measures indicate how the objective will be quantified (i.e., Operating Cost per Passenger, completion of a marketing plan, or compliance with ADA standards).
- Performance standards set quantifiable targets for achieving the adopted goals (i.e., minimum annual ridership growth, bus stop amenity thresholds, or maintenance guidelines).

The following sections detail Visalia Transit's adopted mission and vision statements (as developed in the prior Short Range Transit Plan), identify and refine program goals, and provide measures and standards with which to evaluate progress toward those goals.

1.1 Mission and Vision

An organization defines its overall purpose and vision for the future through mission and vision statements. A mission statement describes what the organization does, for whom, and to what benefit. A vision statement is a forward-thinking statement that provides guidance and inspiration across the next five to ten years. Mission and vision statements for Visalia Transit are provided below.

> ***Mission:*** *The overriding purpose of Visalia Transit is to provide a safe, efficient, effective, reliable, and accessible public transportation network that provides economic, social, and environmental value to the community and serves all segments of the population in the City of Visalia, Goshen, Farmersville, Exeter, and surrounding areas.*
>
> ***Vision:*** *Visalia Transit is a leader in applying new technology and innovative solutions toward future progress in improving the value, efficiency, and effectiveness of its services and the economic vitality of the community. VT's services keep pace with growth in populations and incorporate new areas, while maintaining efficiency and effectiveness throughout the system. VT provides leadership for public transportation services in City of Visalia and partnering communities.*

1.2 Program Goals and Objectives

As stated above, goals are broad statements providing direction for Visalia Transit. They are supported by measurable objectives. The prior Short Range Transit Plan (completed in 2017) carried forward the four goals included in the prior SRTP. They were:

- **Goal 1:** Operate a high-quality public transportation system (safe, reliable, effective, efficient, and accessible).
- **Goal 2:** Address the growing demand for new services and implement efficient and cost-effective solutions to meet the increasing public transportation needs of the community.
- **Goal 3:** Provide leadership in public transportation for the City, nearby communities, and the industry.
- **Goal 4:** Educate the public about transit services in the area and the benefits of public transportation to the Visalia community.

Despite recent challenges as well as the "new normal" resulting from the COVID-19 pandemic, Moore & Associates believes these four goals continue to provide an appropriate and relevant framework for Visalia Transit. However, Moore & Associates has restructured the objectives, measures, and standards to more closely reflect the current transit program's operating environment as well as governance and funding considerations. We also added goals to address technology and sustainability.

- **Goal 5:** Enhance the transit customer experience and service productivity through the use of technology.

- **Goal 6:** Support environmental responsibility through sustainable practices.

The primary difference between goals and objectives is that objectives can be measured. There may not be a clear way to determine if the City is "operating a high-quality public transportation system" (goal), however, the City can measure whether the service is reliable (objective). To that end, we have identified supporting objectives for each goal.

- **Goal 1:** Operate a high-quality public transportation system (safe, reliable, effective, efficient, and accessible).
  - **Objective 1:** Improve operational efficiency.
  - **Objective 2:** Improve operational performance.
  - **Objective 3:** Maintain a high degree of reliability.
  - **Objective 4:** Maintain a high degree of safety.
  - **Objective 5:** Identify cost-effective service alternatives for low-performing/low-productivity routes.
  - **Objective 6:** Maintain full staffing and improve driver recruitment and retention.
  - **Objective 7:** Increase Dial-A-Ride service productivity.

- **Goal 2:** Address the growing demand for new services and implement efficient and cost-effective solutions to meet the increasing public transportation needs of the community.
  - **Objective 1:** Increase transit's "footprint" throughout the city of Visalia.
  - **Objective 2:** Introduce transit service to new commercial development through financial partnerships with developers, employers, and tenants.
  - **Objective 3:** Continue to function as a key link within the regional transit network.
  - **Objective 4:** Identify new modes or services to balance increased demand for service with cost.

- **Goal 3:** Provide leadership in public transportation for the City, nearby communities, and the industry.
  - **Objective 1:** Identify alternate operational funding sources to reduce reliance on passenger fares.
  - **Objective 2:** Earn transit industry recognition.
  - **Objective 3:** Continue to position Visalia Transit as a quality public transit operator within the region.

- **Goal 4:** Educate the public about transit services in the area and the benefits of public transportation to the Visalia community.
  - **Objective 1:** Expand Visalia Transit's customer base beyond the historic transit-dependent riders.
  - **Objective 2:** Enhance Visalia Transit's image within the Visalia community at-large.
  - **Objective 3:** Improve customer satisfaction.

- **Goal 5:** Enhance the transit customer experience and service productivity through the use of technology.
  - **Objective 1:** Continue to provide and enhance mobile access to trip planning and real-time vehicle tracking.
  - **Objective 2:** Enhance accessibility to non-cash fare media options.
  - **Objective 3:** Reduce the average revenue vehicle age and mileage.

- **Goal 6:** Support environmental responsibility through sustainable practices.
  - **Objective 1:** Reduce transit's environmental impact through strategic fleet replacement.

1.3 Performance Measures and Standards

Performance measures were developed based on historic system performance and planning activities as well as individual service performance and operations management. The following tables link the objectives to adopted performance measures whenever possible. Actual performance is then compared with recommended performance standards where available. Recommended performance measures and standards are included herein to support the Short Range Transit Plan's implementation. Actual performance is discussed further in Chapter 3, System Performance Analysis.

In crafting this chapter, Moore & Associates concluded some of the performance standards included in the City's prior SRTP appeared to be quite ambitious, even before the challenges of the COVID-19 pandemic. While aspirational goals can have a role within a performance measurement and standards framework, they must be realistic. For example, we believe inclusion of a productivity standard (e.g., passengers/VRH) that is nearly ten times greater than recent (pre-COVID) actual productivity performance is of little value. Therefore, some (prior) quantitative standards and/or measures have been revised accordingly. Finally, should a performance or productivity goal be met consistently, then it will need to be adjusted to encourage increased performance or productivity.

Goal	Objective	Performance Measure(s)	Prior SRTP Performance Standard	Recommended Performance Standard
1. Operate a high-quality public transportation system (safe, reliable, effective, efficient, and accessible).	Improve operational efficiency.	Cost/VRH by mode (year-over-year comparison)	Base year + CPI	Base year + CPI
	Improve fixed-route operational performance.	Passengers/VRH by individual route (year-over-year comparison, assessed quarterly)	15 passengers/VRH (10 passengers/VRH for new services in operation for less than 2 years)	10% improvement over prior year (8 passengers/VRH for first 2 years of operation)
	Maintain a high degree of reliability.	On-time performance	Fixed-route: greater than 95% DAR: greater than 90%	Fixed-route: greater than 95% DAR: greater than 90%
		Missed trips	Fixed-route: less than 1.0% DAR: less than 2.0%	Fixed-route: less than 1.0% DAR: less than 2.0%
		Miles between road calls	Fixed-route: 14,000 miles DAR: 10,000	Fixed-route: 14,000 miles DAR: 10,000
	Maintain a high degree of safety.	Preventable accidents per 100,000 miles	Less than 1.5	Less than 1.5
		Passenger injuries per 100,000 miles	Less than 1.0	Less than 1.0
	Identify cost-effective service alternatives for low-performing/low-productivity routes.	Identify routes with high Cost/VRH and low Passengers/VRH	Not measured	Low-performing/low-productivity routes identified and alternatives considered
		Implementation of alternatives	Not measured	Alternatives implemented
	Maintain full staffing and improve driver recruitment and retention.	Open staff positions	Not measured	Lower turnover and higher retention rate from baseline

Goal	Objective	Performance Measure(s)	Prior SRTP Performance Standard	Recommended Performance Standard
1. Operate a high-quality public transportation system (safe, reliable, effective, efficient, and accessible).	Increase Dial-A-Ride service productivity.	Passengers/VRH (year-over-year comparison, assessed quarterly)	Greater than 3.0 passengers/VRH	Greater than 2.0 passengers/VRH
2. Address the growing demand for new services and implement efficient and cost-effective solutions to meet the increasing public transportation needs of the community.	Increase transit's "footprint" throughout the city of Visalia.	Percentage of households within reasonable walking distance of a transit stop	Fixed-route: 90% of residents within ¾ mile of a bus stop	Fixed-route: 90% of residents within ¾ mile of a bus stop
	Introduce transit service to new commercial development through financial partnerships with developers, employers, and tenants.	Number of partnerships	Not measured	Number of partnerships
		Implementation of service extension/expansion	Not measured	Number of new locations/new employers served
	Continue to function as a key link within the regional transit network.	Number of transfers to other transit operators	Not measured	At least 2,000 annually
		Average wait time for inter-agency transfers	Not measured	Less than 20 minutes

Goal	Objective	Performance Measure(s)	Prior SRTP Performance Standard	Recommended Performance Standard
2. Address the growing demand for new services and implement efficient and cost-effective solutions to meet the increasing public transportation needs of the community.	Identify new modes or services to balance increased demand for service with cost.	Implementation of new modes/services	Not measured	Number of new modes/services launched or piloted
		Performance/productivity of new modes/services	Not measured	Cost/VRH Passengers/VRH
3. Provide leadership in public transportation for the City, nearby communities, and the industry.	Identify alternate operational funding sources to reduce reliance on passenger fares.	Amount of locally-generated supplemental revenues	Not measured	Greater than or equal to prior year
	Earn transit industry recognition.	Inclusion in industry publications	Not measured	One or more within Plan's horizon
		Selection for industry awards	Not measured	One or more within Plan's horizon
	Continue to position Visalia Transit as a quality public transit operator within the region.			
		Number of community outreach and engagement activities	Not measured	Greater than or equal to the number of activities pre-pandemic

Goal	Objective	Performance Measure(s)	Prior SRTP Performance Standard	Recommended Performance Standard
4. Educate the public about transit services in the area and the benefits of public transportation to the Visalia community.	Expand Visalia Transit's customer base beyond the historic transit-dependent.	Bi-annual customer survey – alternatives to transit	Not measured	Percentage of respondents indicating both possession of a driver license and access to a personal vehicle or those indicating a viable alternative to transit greater than baseline.
	Enhance Visalia Transit's image within the Visalia community at-large.	Bi-annual customer survey – perception of transit	Not measured	Rating of 3.0 or better (on a 4-point scale) with respect to approval of/support for transit.
		Community survey – perception of transit	Not measured	Rating of 3.0 or better (on a 4-point scale) with respect to approval of/support for transit.
	Improve customer satisfaction.	Bi-annual customer survey – satisfaction	Rating of 3.0 or better	Rating of 3.0 or better (on a 4-point scale) with respect to overall satisfaction.
		Complaints per 100,000 customer boardings	Fixed-route: Less than 100	Fixed-route: Less than 100

Goal	Objective	Performance Measure(s)	Prior SRTP Performance Standard	Recommended Performance Standard
5. Enhance the customer experience and service productivity through the use of technology.	Continue to provide and enhance mobile access to trip planning and real-time vehicle tracking.	Mobile app downloads	Not measured	Number of downloads increases over previous year
		Reduction in call center volume	Not measured	Number of calls less than previous year
	Enhance accessibility to non-cash fare media options.	Pass sales	Not measured	Overall pass sales greater than previous year
		Introduction of mobile ticketing	Not measured	Increased usage year-over-year once introduced
	Reduce the average revenue vehicle age and mileage.	Average vehicle age	Not measured	Lower than previous year
		Average vehicle mileage	Not measured	Lower than previous year
6. Support environmental responsibility through sustainable practices.	Reduce transit's environmental impact through strategic fleet replacement.	Fleet mix of Zero-Emission Buses (ZEBs). Compliance with ICT legislation.	Not measured	Greater than 8.1% of Visalia Transit fixed-route fleet (baseline)

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Chapter 2: Summary of Surveys

The purpose of this chapter is to provide a brief summary of the key data arising from the projects three survey activities: 1) dial-a-ride customer survey, 2) fixed-route (local bus service) customer survey, and 3) community survey.

2.1 Dial-A-Ride Survey

To assess dial-a-ride customer satisfaction as well as program performance, Moore & Associates conducted a self-administered survey of recent dial-a-ride customers. A bilingual questionnaire was distributed via first class mail to 465 individuals listed within the City's dial-a-ride user database. The survey mailer included a postage-paid reply envelope to facilitate survey return. To encourage participation, each person responding in advance of the stipulated response deadline was entered into a random drawing for one of three 50-dollar VISA gift cards.

Subsequent to the mailing, approximately 20 mailers were returned as "non-deliverable". This means the actual sample size was 445. Seventy valid responses were received translating to a participation rate of approximately 16 percent.

Based on the survey data, Moore & Associates created a profile of the "typical" Visalia Transit dial-a-ride user. Key characteristic include:

- Is age 62 years or above (65 percent).
- Ride three or more times weekly (38 percent).
- Resides within Visalia (83 percent).
- Most common trip purpose is to access healthcare services (56 percent).
- Doesn't drive/no longer drives (63 percent).
- Has access to the internet (52 percent), uses text messaging (52 percent), and owns a smart phone (56 percent).
- Indicates a high satisfaction (combined "excellent" and "good" ratings) regarding the City's DAR service (90 percent).

Based on the customer profile along with the overall survey data, we conclude 1) there is very high overall customer satisfaction, 2) there is little potential for possible mode-shift to the City's fixed-route bus service, and 3) the program policies and procedures appear to be effective.

2.2 Fixed-Route Survey

In early September 2021, a team of bilingual surveyors conducted an intercept survey across all Visalia Transit's local service lines. The survey fielding did not include the V-Line service linking Visalia and Fresno, nor the SEKI service linking Visalia and Sequoia National Park. Persons not wishing to complete the survey while onboard the bus had the option of completing the survey online. To encourage participation, each person responding in advance of the stipulated response deadline was entered into a random drawing for a series of VISA gift cards.

Despite a ridership decline of approximately 40 percent (due chiefly to the impacts of the COVID-19 pandemic, a sample size of nearly 400 was achieved. This translates to a data confidence level of 95 percent and a margin of error of five percent.

Based on the survey data, Moore & Associates created a profile of the "typical" Visalia Transit local bus service rider. Key characteristics include:

- Is age 18-44 (48 percent).
- Is currently employed (32 percent).
- Most common trip purpose is to access "work/employment" (26 percent).
- Lacks access to a personal vehicle (79 percent).
- Lives in a household with an annual income of less than $25,000 (38 percent).
- Rides three or more times weekly (50 percent).
- Most preferred services enhancements:
    - "Later service hours" (37.5 percent) and "More weekend service" (34.5 percent)
- Indicates a very high satisfaction (combined "excellent" and "good ratings") regarding the City's local bus service (93.2 percent).

Based on the customer profile along with the overall survey data, we conclude 1) there is very high customer satisfaction, 2) there is a high degree of transit-dependency exhibited by the core customer group, and 3) introduction of the preferred service improvement would result in ridership growth (that is, additional weekly rides by the core customer group).

2.3 Community Survey

The community survey had several objectives including: 1) assess awareness as well as recent use of Visalia Transit, 2) identify potential "motivators" as well as "barriers" (perceived as well as actual) regarding current as well as future/potential use of Visalia Transit, 3) collect basic demographic data specific to survey participants, and 4) identify opportunities for potential Visalia Transit service enhancements.

Survey fielding was conducted in September 2021 at locations of significant public activity throughout the Visalia Transit local service area as well as online. Printed survey questionnaires were also available at each of the Community workshops.

Three community workshops were conducted in September 2021 to present the Plan's preliminary findings, and as an opportunity for Visalia residents to discuss their mobility needs and priorities. The sessions were held at the Visalia Convention Center as well as the College of the Sequoias main campus. Real-time Spanish interpretation was available at each session.

The online survey was promoted via 1) City of Visalia social media messaging, 2) display advert in the Visalia *Times-Delta*, and 3) a direct mailer (postcard) to nearly 29,000 households throughout Visalia. A response or participation incentive was included (i.e., random drawing for a selection of VISA gift cards). At the conclusion of the survey participation period, nearly 250 valid responses were received (nearly 2.5 times the survey sample achieved during the City's 2017 Short Range Transit Plan project).

Based on the survey data, Moore & Associates created a "respondent profile." Key characteristics include:

- Most common usage barrier: "Prefer to drive own vehicle" (54 percent).
- Ready access to a personal vehicle (84 percent).
- Greatest motivator to (potential) future transit use: "Change in personal circumstances" (45 percent).
- Propensity to use public transit in the future (86 percent).
- Preferred channel for receiving public transit information: "website/Internet" (46 percent).
- Believes public transit provides a valuable community service (88 percent).
- Believes public transit supports the local economy (85 percent).
- Believes public transit is an important service for seniors and persons with disabilities (93 percent).

Based on the respondent profile as well as the overall survey data, we conclude:

1) Visalia Transit is perceived as a valuable community service (by both riders and non-riders alike).
2) The personal vehicle remains the greatest competition to public transit.
3) Visalia Transit is positively positioned as a future mobility option within a significant portion of current non-riders.
4) Targeted marketing (e.g., single-vehicle households, households within close proximity of a Visalia Transit service line) would likely be more effective than the recent "broad brush" approach to Visalia Transit marketing.
5) The "motivators" of greatest potential (vis-à-vis attracting non-transit riders) are convenience, ease-of-use, and savings.

The full survey narrative with data exhibits is included in Plan's appendix.

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Chapter 3: System Performance Analysis

The purpose of this chapter is to provide an assessment of current and past system performance. This chapter includes a fare structure review (including peer review), service performance analysis by mode, evaluation of progress toward existing service standards, and evaluation of organizational structure.

3.1 Fare Structure Review

The current fare structure has been in effect since February 1, 2021. The local and demand-response fare structure is relatively simple. The local fixed-route service offers a base cash fare as well as one-day, seven-day, and 31-day passes at two different fare levels (general public and discounted).

All discounted fare categories are eligible for the same discounted fare. A separate promotional pass (Half-off Pass) has limited availability to new riders. Monthly and mid-monthly regional T-Passes are also honored on Visalia Transit's local service.

Exhibit 3.1.1 Fixed-route fare structure – local service

	General Public	Discounted*	Children+
Visalia Transit			
Cash fare (one-way)	$1.75	$0.85	Free
Day pass	$3.50	$2.50	N/A
7-day pass	$14.00	$7.50	N/A
31-day pass	$50.00	$30.00	N/A
Half-off Pass (HOP)^	$25.00	N/A	N/A
Monthly Regional T-Pass	$55.00	N/A	N/A
Mid-month Regional T-Pass	$30.00	N/A	N/A

**Discounted fares available to seniors (age 65+), persons with disabilities, Medicare cardholders, and active military (and families).*
+Up to two children age 6 or younger ride free with a fare-paying passenger. Additional children must pay the full cash fare.
^The Half-off Pass is available to new riders only.

Purchase of any monthly pass (or reloadable fare card) makes the user eligible for the Rider Rewards program, which offers discounts or special offers at affiliated merchants throughout Visalia. Riders simply present their bus pass to participating businesses to receive the rewards.

Visalia Transit does not currently offer a transfer but does offer a day pass. The general public day pass is priced equal to two one-way fares, while the discounted day pass is nearly the same as three one-way

fares. Federal Transit Administration guidance regarding the Americans with Disabilities Act (ADA)[1] does not address reduced fares on fixed-route service, only providing guidance specific to fare pricing for ADA complementary paratransit service. However, this inconsistency between the value provided by the day pass could be viewed as discriminatory. Similar issues are noted for the seven-day and 31-day passes.

Visalia Transit also operates two external services: V-Line and Sequoia Shuttle. V-Line offers a general public and discounted fare, although the requirements for the discounted fare are slightly different than the local service routes (For example, students are eligible for the V-Line discounted fare). Four fare products are available – the one-way base fare as well as 10-, 20-, and 40-ride punch passes. Sequoia Shuttle offers a single fare for all riders – a $20 round-trip fare between Visalia and Sequoia National Park. Bus service inside the park is free.

Exhibit 3.1.2 Fixed-route fare structure – external services

	General Public	Discounted*
V-Line		
One-way/single ride	$10.00	$9.00
10-ride punch pass	$90.00	$80.00
20-ride punch pass	$160.00	$140.00
40-ride punch pass	$280.00	$240.00
Sequoia Shuttle		
External shuttle (round-trip)	$20.00	N/A
Internal shuttle	Free	Free

**V-Line discounted fares available to students, seniors, persons with disabilities, and veterans.*

Visalia Transit's demand-response service offers just three fare products: cash fare, monthly Fast Pass, and 10-ride punch pass. There are two fare levels (general public and discounted) for the cash fare and punch pass. The monthly Fast Pass is available to ADA-certified riders only.

Exhibit 3.1.3 Demand-response fare structure

	Discounted*	General Public	Children+
Cash fare (one-way)	$2.25	$4.00	Free
Monthly fast pass (ADA only)	$75.00	N/A	N/A
10-ride punch pass	$22.50	$40.00	N/A

**Discounted fares available to seniors (age 65+), persons with disabilities, Medicare cardholders, and active military.*
+Up to two children age 6 or younger ride free with a fare-paying passenger. Additional children must pay the full cash fare.

[1] FTA Circular 4710.1, "Americans with Disabilities Act (ADA): Guidance." Federal Transit Administration, U.S. Department of Transportation, 4 November 2015.

During the first eight months of FY 2020[2],[3] (July 2019 through February 2020), only 36.6 percent of fixed-route riders paid full-fare (either cash or by purchasing a full-fare pass). Nearly 30 percent (29.5 percent) of riders traveled on a reduced fare (senior, disabled, military, or free). Regional T-Pass users comprised 14 percent of riders, while another 13.3 percent traveled using a College of the Sequoias transit sticker. Less than two percent of all riders used a Half-Off Pass (HOP), while less than one percent transferred from the former Tulare County Transit service.

Day passes were the most popular pass type, and were used on 28.9 percent of rides. Monthly passes (including the ADA Fast Pass and Rider Rewards pass) were used on 16.8 percent of rides. Weekly passes were the least used, comprising just 7.1 percent of rides. Together, use of these three passes far outweighed cash fares, which were used on just 13.9 percent of rides.

Overall, more than two-thirds of the rides made during this period (68.7 percent) reflect a purchased pass of some kind. If the College of the Sequoias pass is added to this, that figure rises to 81.9 percent. It is apparent multi-ride passes are very appealing to Visalia Transit customers. This should be taken into account as fare adjustments are considered in the future.

Fare collection was suspended between April 8, 2020 and January 2021 in response to the COVID-19 pandemic. Fare collection resumed on February 1, 2021. During the last five months of FY 2021, there was a higher incidence in the use of cash fares. This is likely due to the uncertain nature of the COVID-19 pandemic, which undoubtedly influenced decisions about whether or not to invest in a multi-ride pass, as well as the near total elimination of College of the Sequoia rides from the mix of fare payment options. During those months, 22.2 percent of rides were paid using cash, while 71.7 percent were paid with a pass. Day passes were the most frequently used, followed by monthly passes.

Peer Fare Review

For the peer fare review, we identified four peers operating within central California, each in an environment similar to Visalia. The peers are Golden Empire Transit (GET) (Bakersfield), Fresno Area Express (Fresno), The Bus (Merced County), and Kings Area Rural Transit (KART) (Kings County). Tulare Intermodal Express (TIME) was also included, as it is Visalia's closest neighbor.

It should be noted Tulare has joined with other transit operators in Tulare county to form Tulare County Regional Transit. At the time of the Plan's preparation, it was unclear what the consolidated fare structure would be.

Visalia has the highest fixed-route base fare at $1.75, followed by GET ($1.65), Merced and TIME ($1.50), KART ($1.25), and Fresno ($1.00). Fresno and TIME offer a free transfer; all other peers, as well as Visalia, offer a day pass instead. Visalia and Merced offer the best value general public day pass (equal to two one-way fares). KART's general public day pass is equal to 3.2 times the base one-way fare.

[2] It should be noted the data shown here was recorded prior to the fare change in February 2021.
[3] This time frame was used for analysis as it represents "normal" operations prior to the start of the COVID-19 pandemic in March 2020.

All peers offer a variety of non-cash fare media as well as cash fares. Four of the five peers offer reduced or discounted fixed-route fares for seniors, persons with disabilities, and Medicare cardholders. The fifth (Merced) implemented a program that allows it to provide rides to those groups for free. All offer some form of free rides for young children, although Fresno allows all children up to age 12 to ride for free. Most offer free or reduced fares for active military and/or veterans as well. Merced, TIME, and KART offer discounted student monthly passes.

Visalia's ADA paratransit fare is the second-lowest of the peers. The lowest is Fresno, which at $1.25 is just 25 cents higher than the fixed-route fare. At $2.25, Visalia's ADA fare is closest to KART ($2.50) and TIME ($2.00), with GET and Merced both priced at $3.00. Only Visalia and TIME offer a general public fare for Dial-A-Ride. Visalia is one of just two peers that provides an unlimited monthly pass for ADA paratransit, although Fresno's is priced significantly lower. Four of the peers (including Visalia) offer a 10-ride pass for paratransit.

Given Visalia Transit's current fare structure (pricing), there is likely to be little customer tolerance for a fare increase. The exception may be if Visalia Transit can provide a significant benefit to customers that will accompany the fare change. In other words, it is unlikely a fare increase would be tolerated for simply continuation of the current service level.

Exhibit 3.1.4 Peer fares

	Visalia Transit	Tulare (TIME)	Bakersfield (GET)	Fresno (FAX)	Merced (The Bus)	Kings County (KART)
Fixed-Route						
Base one-way fare (general public)	$1.75	$1.50	$1.65	$1.00	Local: $1.50; Intercity: $3.00	Local: $1.25 Out of town: $1.75
Discounted/ reduced one-way fare	Senior (65+): $0.85 Medicare: $0.85 Disabled: $0.85 Children: Free (6 and under; up to 2) Active military: $0.85	Senior (65+): $0.75 Medicare: $0.75 ADA: $0.75 Active military: $0.75 Children: Free (5 and under; up to 2) ADA PCA: Free	Senior (65+): $0.80 Medicare: $0.80 Disabled: $0.80 Children: Free (under age 6; up to 3)	Senior (65+): $0.50 Medicare: $0.50 Disabled: $0.50 Children: Free for age 12 and under Active military: Free Veteran: Free	Senior: Free Disabled: Free Children: Free (under 46 inches) Active military: Free Veteran: Free	Senior: $0.60 local/ $0.85 out of town Disabled: $0.60 local/ $0.85 out of town Children: Free (6 years and under) Active military: $0.60 local/ $0.85 out of town Veteran: $0.60 local/ $0.85 out of town
Transfers	None	Free	None	Free; up to 2 transfers in a single direction within 90 minutes	None	None
Day pass	Regular: $3.50 Reduced: $2.50	None	Regular: $3.55 Reduced: $1.70	None	Local: $3.00 Intercity: $6.00	Local: $4.00 Out of town: $5.50
7-day pass	Regular: $14.00 Reduced: $7.50	None	None	None	Local: $20.00	None
15-day pass	None	None	Regular: $30.00 Reduced: $13.75	None	None	None

	Visalia Transit	Tulare (TIME)	Bakersfield (GET)	Fresno (FAX)	Merced (The Bus)	Kings County (KART)
31-day/monthly pass	Regular: $50.00 Reduced: $30.00	Regular: $40.00 Reduced: $20.00 Student: $33.00	Regular: $45.00 Reduced: $22.00	Regular: $36.00 Reduced: $18.00	Local: $60.00 Local (student): $45.00	Local (regular): $50.00 Out of town (regular): $60.00 Local (reduced): $40.00 Out of town (reduced): $50.00
10-ride pass	None	None	None	Regular: $9.00 Reduced: $4.50	None	Local: $10.00 Out of town: $14.00
Dial-A-Ride/ADA Paratransit						
Base one-way fare (general public)	$4.00	$3.25	None	None	None	None
Discounted/ reduced one-way fare	ADA: $2.25 Senior (65+): $2.25 Disabled: $2.25 Medicare: $2.25 Active military: $2.25	ADA: $2.00 PCA: Free Children (7 and under with fare-paying adult): $1.25 Children without fare-paying adult: $2.50	ADA: $3.00	ADA: $1.25 Companion: $1.25 PCA: Free	Local: $3.00 Intercity: $6.00	ADA: $2.50 ($5.00 if outside service area) Companion: $2.50 Children: $2.50 PCA: Free
Monthly pass	ADA: $75.00	None	None	ADA: $36.00	None	None
10-ride pass	Regular: $40.00 Reduced: $22.50	General public: $32.50 ADA: $20.00	ADA: $30.00	None	None	$25.00

3.2 Evaluation of System Performance

Fixed-Route Service

In reviewing fixed-route performance, Moore & Associates sought to use metrics that would look at pre-COVID and later-COVID performance; the former for historic comparison and the latter for current performance. Therefore, we elected to utilize the following time periods in the system analysis:

- Year 1: March 2018 – February 2019
- Year 2: March 2019 – February 2020
- Year 3: January 2021 – June 2021

Although data for Year 3 does not represent a full year, extrapolation to a full 12 months is provided, and calculation of performance indicators based on the actual data allows for an accurate comparison.

The City of Visalia does not track operating cost by route. Therefore, in order to calculate this metric, Moore & Associates used the total operating cost for each period above divided by the total number of vehicle revenue hours operated during that period. That cost per hour was then applied to the number of vehicle revenue hours operated by each route to get operating cost by route.

Fixed-route system

Visalia Transit currently operates 13 local routes. Route 3 service ended in January 2020. As such, no route-specific analysis was provided within this section since it is no longer operating. Route 17 service was launched on October 10, 2021. Given this route operated outside of the dates used within this section, no route-specific analysis is provided in this section. As a result, only 12 routes are profiled herein.

In the years immediately prior to onset of the COVID pandemic, Visalia Transit's fixed-route service operated approximately 1.8 million vehicle revenue miles and between 125,000 and 150,000 vehicle revenue hours annually. Ridership was strongest in Year 1, decreasing 10 percent in Year 2. Fare revenues decreased accordingly in the second year, though operating cost also decreased slightly. Following the upheaval of the initial months of the COVID-19 pandemic, Year 3 shows significant decreases in all metrics, with ridership being the most significantly impacted (down nearly 70 percent).

Exhibit 3.2.1 presents system performance metrics for the three years discussed previously. Two sets of metrics are shown for Year 3. The first represents actual performance for the specified eight-month period. The second extrapolates the data for 12 months based on the first eight months of the year. This was done to provide a more "apples-to-apples" comparison with the first two years.

Exhibit 3.2.1 Fixed-route Performance Metrics

	Year 1	Year 2	Year 3 (6 months)	Year 3 (12 months est.)
Vehicle revenue hours	129,575.03	125,304.32	54,859.68	109,807.82
Vehicle revenue miles	1,793,781.03	1,761,113.83	819,683.00	1,639,366
Ridership	1,302,051	1,169,871	248,422	496,844
Fare revenue	$583,204.81	$553,137.05	$152,964	$305,927
Operating cost	$10,058,243.80	$10,735,600.90	$5,267,101.37	$10,534,202.76

Exhibit 3.2.2 Fixed-route vehicle revenue miles/vehicle revenue hour

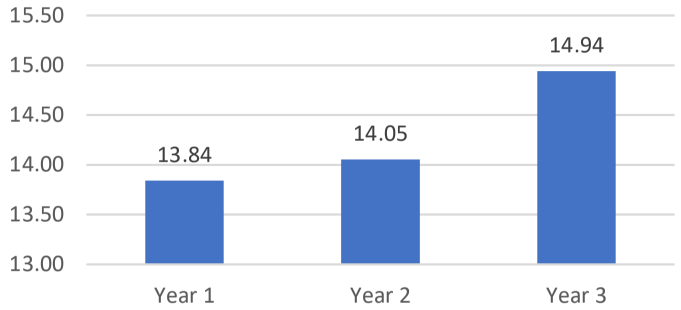


Exhibit 3.2.3 Fixed-route passengers/vehicle revenue hour

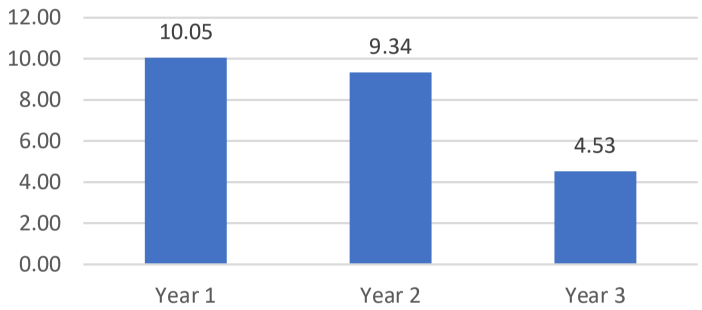


Exhibit 3.2.4 Fixed-route passengers/vehicle revenue mile

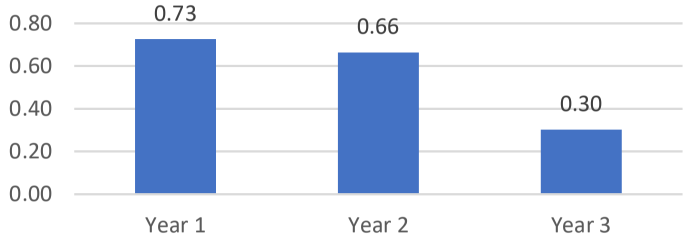


Exhibit 3.2.5 Fixed-route average fare/passenger

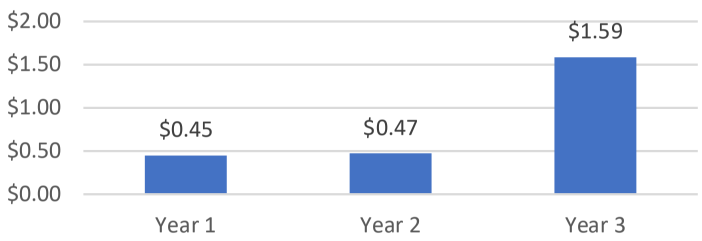


Exhibit 3.2.6 Fixed-route operating cost/vehicle revenue hour

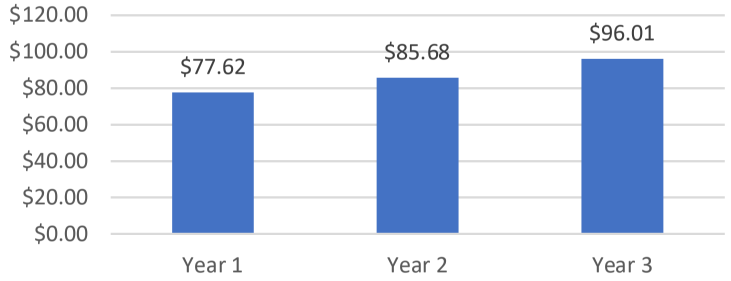


Exhibit 3.2.7 Fixed-route operating cost/passenger

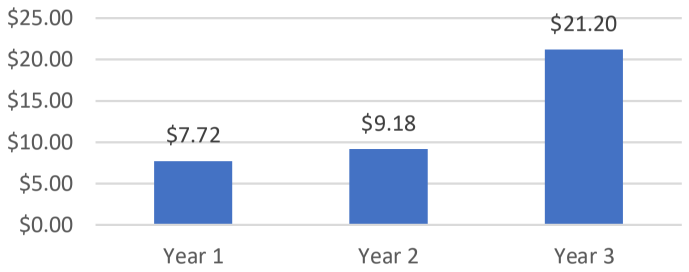
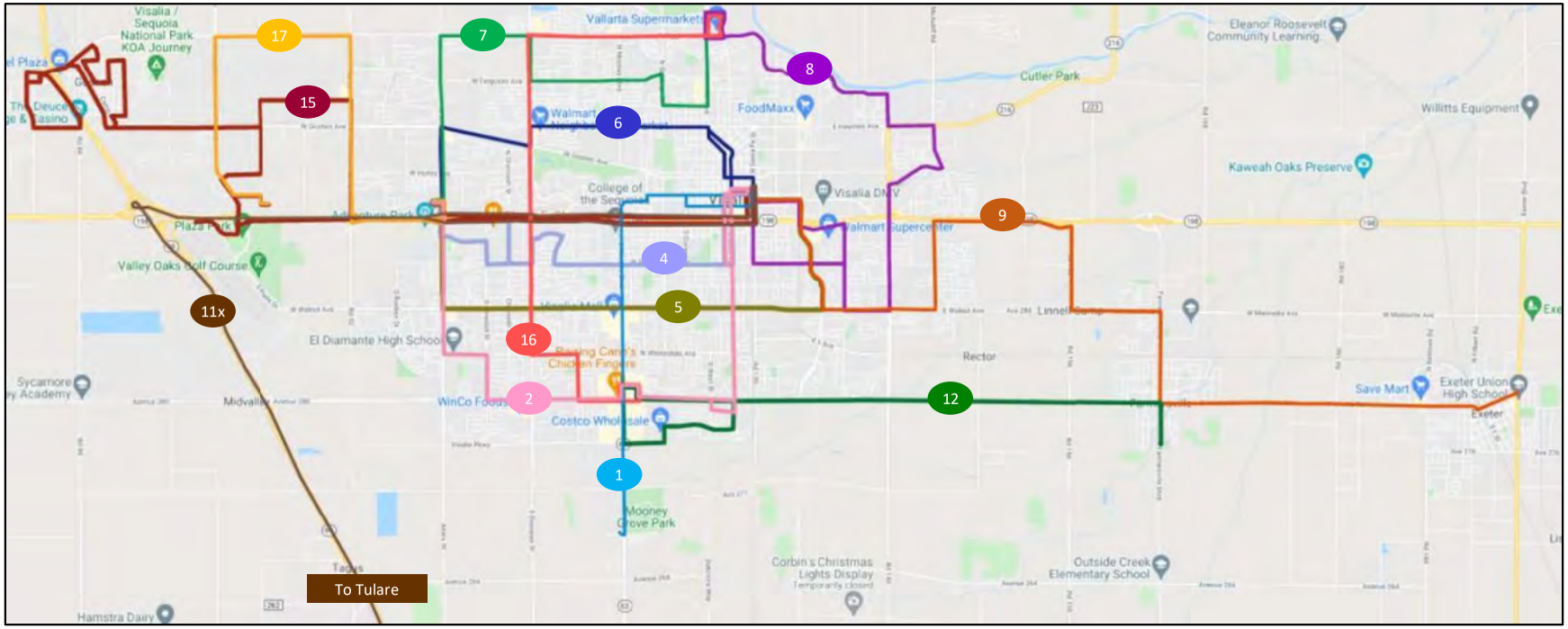


Exhibit 3.2.8 Fixed-route system map



Route 1

Route 1 travels between the Visalia Transit Center in downtown Visalia and Government Plaza via Mooney Blvd. The route also serves Recreation Park, College of the Sequoias, Visalia Mall, and Sequoia Mall. Service is provided between 6:00 a.m. and 9:48 p.m. Monday through Friday, and between 8:00 a.m. and 7:00 p.m. on Saturday and Sunday. Weekday frequency is 15 minutes throughout most of the day, increasing to 30 minutes after 7:00 p.m. Frequency on Saturday and Sunday is 20 minutes.

Exhibit 3.2.9 Route 1 Performance Metrics

	Year 1	Year 2	Year 3 (6 months)	Year 3 (12 months est.)
Vehicle revenue hours	19,430.19	19,215.70	9,523.99	19,047.98
Vehicle revenue miles	203,121.53	202,528.00	101,342.00	202,684.00
Ridership	377,419.00	340,857.00	71,471.00	142,936
Fare revenue	$113,048.10	$109,656.18	$34,651.68	$69,303.36
Operating cost	$1,508,265.81	$1,646,328.60	$814,402.36	$1,828,804.72

With respect to productivity (defined as passengers per vehicle revenue hour), Route 1 has consistently ranked as the most productive. Prior to onset of the COVID pandemic, Route 1's passengers/revenue hour stood at 19.42 in Year 1 and 17.74 in Year 2. While this indicator dropped to 7.50 in Year 3, Route 1 still outperforms all other routes.

Route 2

Route 2 travels between the Visalia Transit Center in downtown Visalia and the Visalia Medical Clinic primarily via Court, Caldwell, and Akers. The route also serves Kaweah Delta Urgent Care. Service is provided between 6:00 a.m. and 9:46 p.m. Monday through Friday, and between 8:00 a.m. and 6:46 p.m. on Saturday and Sunday. Frequency is 30 minutes across all service days.

Exhibit 3.2.10 Route 2 Performance Metrics

	Year 1	Year 2	Year 3 (6 months)	Year 3 (12 months est.)
Vehicle revenue hours	14,806.16	30,242.13	6,989.55	13,979.10
Vehicle revenue miles	171,235.60	187,023.38	84,305.00	168,610.00
Ridership	151,621.00	136,421.00	36,238.00	72,476.00
Fare revenue	73,112.66	$70,130.40	$34,651.68	$69,303.36
Operating cost	$1,351,263.38	$1,364,126.03	$671,069.69	$1,342,139.38

With respect to productivity (defined as passengers per vehicle revenue hour), Route 2 has been somewhat inconsistent. Prior to onset of the COVID pandemic, Route 2's passengers/revenue hour stood at 10.24 (sixth of 13 routes) in Year 1 and 4.51 (tenth of 13 routes) in Year 2. This indicator rebounded to 5.18 in Year 3, placing Route 2 as third out of 12 routes.

Route 4

Route 4 travels between the Visalia Transit Center in downtown Visalia and the Visalia Medical Clinic primarily via Court, Tulare, and Akers. Service is provided between 6:00 a.m. and 9:51 p.m. Monday through Friday, and between 8:00 a.m. and 6:51 p.m. on Saturday and Sunday. Frequency is generally 30 minutes on all service days, dropping to 60 minutes during later evening hours on weekdays.

Exhibit 3.2.11 Route 4 Performance Metrics

	Year 1	Year 2	Year 3 (6 months)	Year 3 (12 months est.)
Vehicle revenue hours	9,940.23	9,805.02	4,695.80	9,391.60
Vehicle revenue miles	114,803.00	114,323.00	57,410.00	114,820.00
Ridership	114,523.00	98,642.00	22,673.00	45,346.00
Fare revenue	$57,240.39	$50,511.11	$14,221.18	$28,442.36
Operating cost	$925,451.63	$937,524.83	$450,845.7	$901,691.54

With respect to productivity (defined as passengers per vehicle revenue hour), Route 4 has been consistently in the top half with respect to ranking. Prior to onset of the COVID pandemic, Route 4's passengers/revenue hour stood at 11.52 (fourth of 13 routes) in Year 1 and 10.06 (fifth of 13 routes) in Year 2. This indicator stood at 4.83 in Year 3, placing Route 4 as sixth out of 12 routes.

Route 5

Route 5 travels between the Visalia Transit Center in downtown Visalia and the Visalia Medical Clinic primarily via Ben Maddox, Walnut, and Akers. Service is provided between 6:00 a.m. and 9:55 p.m. Monday through Friday, and between 8:00 a.m. and 6:55 p.m. on Saturday and Sunday. Frequency is 30 to 45 minutes throughout the day on weekdays and 30 minutes on Saturday and Sunday.

Exhibit 3.2.12 Route 5 Performance Metrics

	Year 1	Year 2	Year 3 (6 months)	Year 3 (12 months est.)
Vehicle revenue hours	10,381.91	10,192.53	4,927.72	9,855.44
Vehicle revenue miles	141,440.00	140,539.00	70,120.00	140,240.00
Ridership	75,236.00	73,087.00	20,494.00	40,988.00
Fare revenue	$36,944.71	$36,885.27	$13,612.84	$27,225.68
Operating cost	$940,063.25	$968,492.68	$473,112.51	$946,225.02

With respect to productivity (defined as passengers per vehicle revenue hour), Route 5 has been consistently in the lower half with respect to ranking. Prior to onset of the COVID pandemic, Route 5's passengers/revenue hour stood at 7.25 (ninth of 13 routes) in Year 1 and 7.17 (eighth of 13 routes) in Year 2. This indicator stood at 4.16 in Year 3, placing Route 5 as seventh out of 12 routes.

Route 6

Route 6 travels between the Visalia Transit Center in downtown Visalia and the Visalia Medical Clinic primarily via Second and Third, Houston, Goshen, and Akers. Service is provided between 6:00 a.m. and 9:55 p.m. Monday through Friday, and between 8:00 a.m. and 6:55 p.m. on Saturday and Sunday. Frequency is 60 minutes across all service days.

Exhibit 3.2.13 Route 6 Performance Metrics

	Year 1	Year 2	Year 3 (6 months)	Year 3 (12 months est.)
Vehicle revenue hours	10,179.74	8,959.75	2,646.27	5,292.54
Vehicle revenue miles	173,859.00	208,218.22	29,434.00	58,686.00
Ridership	61,965.00	54,915.00	16,559.00	33,118.00
Fare revenue	$37,247.43	$34,366.65	$9,523.84	$19,047.68
Operating cost	$927,771.25	$1,815,587.44	$254,069.52	$508,139.04

With respect to productivity (defined as passengers per vehicle revenue hour), Route 6 toward the bottom with respect to ranking prior to onset of the COVID pandemic. Route 6's passengers/revenue hour stood at 6.09 (tenth of 13 routes) in Year 1 and 6.13 (ninth of 13 routes) in Year 2. However, this indicator stood at 6.26 in Year 3, placing Route 6 as second out of 12 routes.

Route 7

Route 7 travels between the Visalia Medical Clinic and the Target Shopping Center primarily via Akers, Riggin, Ferguson, and Dinuba Rd. Service is provided between 6:00 a.m. and 9:48 p.m. Monday through Friday, and between 8:00 a.m. and 5:48 p.m. on Saturday and Sunday. Frequency is 60 minutes across all service days.

Exhibit 3.2.14 Route 7 Performance Metrics

	Year 1	Year 2	Year 3 (6 months)	Year 3 (12 months est.)
Vehicle revenue hours	17,821.97	15,496.15	2,519.08	5,038.16
Vehicle revenue miles	230,047.90	207,958.00	37,627.00	75,254.00
Ridership	158,534.00	131,726.00	4,089.00	8,178.00
Fare revenue	$74,048.70	$63,171.44	$2,350.31	$4,700.62
Operating cost	$1,579,765.25	$923,326.20	$241,867.95	$483,735.90

With respect to productivity (defined as passengers per vehicle revenue hour), Route 7 stood in the middle with respect to ranking prior to onset of the COVID pandemic. Route 7's passengers/revenue hour stood at 8.90 (seventh of 13 routes) in Year 1 and 8.50 (sixth of 13 routes) in Year 2. However, this indicator dropped to 1.62 in Year 3, placing Route 7 as eleventh out of 12 routes.

Route 8

Route 8 travels between the Target Shopping Center and the Visalia Transit Center in downtown Visalia primarily via St. John's Parkway, Lovers Lane, Walnut, Tulare, and Santa Fe. Service is provided between 6:00 a.m. and 10:07 p.m. Monday through Friday, and between 7:45 a.m. and 6:52 p.m. on Saturday and Sunday. Frequency is 30 to 45 minutes throughout the day across all service days.

Exhibit 3.2.15 Route 8 Performance Metrics

	Year 1	Year 2	Year 3 (6 months)	Year 3 (12 months est.)
Vehicle revenue hours	8,934.59	9,180.94	4,916.05	9,832.10
Vehicle revenue miles	111,587.00	117,842.23	73,796.00	147,592.00
Ridership	75,636.00	68,937.00	19,830.00	9,660.00
Fare revenue	$32,711.54	$32,892.06	$11,593.38	$23,186.76
Operating cost	$818,940.50	$877,094.29	$471,992.07	$943,984.14

With respect to productivity (defined as passengers per vehicle revenue hour), Route 8 has been consistently in the lower half with respect to ranking. Prior to onset of the COVID pandemic, Route 8's passengers/revenue hour stood at 8.47 (eighth of 13 routes) in Year 1 and 7.51 (seventh of 13 routes) in Year 2. In Year 3, this indicator stood at 4.03, placing Route 8 as eighth out of 12 routes.

Route 9

Route 9 travels between the Visalia Transit Center in downtown Visalia and Exeter via Farmersville. Service is provided between 6:00 a.m. and 8:47 p.m. Monday through Friday, and between 8:00 a.m. and 6:17 p.m. on Saturday and Sunday. Frequency is 45 minutes on weekdays and 90 minutes on Saturday and Sunday.

Exhibit 3.2.16 Route 9 Performance Metrics

	Year 1	Year 2	Year 3 (6 months)	Year 3 (12 months est.)
Vehicle revenue hours	8,266.03	8,050.50	3,995.10	7,910.20
Vehicle revenue miles	151,302.00	149,600.00	77,973.00	155,946.00
Ridership	87,253.00	85,099.00	20,438.00	40,876.00
Fare revenue	$62,998.35	$66,281.21	$18,302.49	$36,604.98
Operating cost	$748,360.38	$770,281.61	$379,730.84	$759,461.68

With respect to productivity (defined as passengers per vehicle revenue hour), Route 9 has been consistently in the top half with respect to ranking. Prior to onset of the COVID pandemic, Route 9's passengers/revenue hour stood at 10.56 (fifth of 13 routes) in Year 1 and 10.57 (fourth of 13 routes) in Year 2. This indicator stood at 5.17 in Year 3, placing Route 9 as fourth out of 12 routes.

Route 11X

Route 11X is an express route traveling between the Visalia Transit Center in downtown Visalia and the Tulare Transit Center in downtown Tulare, with additional stops at the County Civic Center and College of the Sequoias. Service is provided between 6:30 a.m. and 9:30 p.m. Monday through Friday, and between 8:30 a.m. and 6:30 p.m. on Saturday and Sunday. Frequency is generally 30 minutes across all service days.

Exhibit 3.2.17 Route 11X Performance Metrics

	Year 1	Year 2	Year 3 (6 months)	Year 3 (12 months est.)
Vehicle revenue hours	4,885.47	4,840.26	2,398.74	4,797.48
Vehicle revenue miles	154,196.00	157,755.00	77,844.00	155,688.00
Ridership	60,161.00	57,364.00	11,908.00	23,816.00
Fare revenue	$30,827.44	$31,164.10	$8,910.18	$17,820.36
Operating cost	$483,176.75	$458,307.42	$230,304.05	$460,608.10

With respect to productivity (defined as passengers per vehicle revenue hour), Route 11X has been consistently in the top half with respect to ranking. Prior to onset of the COVID pandemic, Route 11X's passengers/revenue hour stood at 12.31 (third of 13 routes) in Year 1 and 11.85 (third of 13 routes) in Year 2. This indicator stood at 4.96 in Year 3, placing Route 11X as fifth out of 12 routes.

Route 12

Route 12 travels between Sequoia Mall in Visalia and Farmersville primarily via Caldwell/Visalia Rd. and Mooney Blvd. Service is provided between 6:00 a.m. and 9:37 p.m. Monday through Friday, and between 7:57 a.m. and 6:37 p.m. on Saturday and Sunday. Frequency is 60 minutes across all service days.

Exhibit 3.2.18 Route 12 Performance Metrics

	Year 1	Year 2	Year 3 (6 months)	Year 3 (12 months est.)
Vehicle revenue hours	4,979.48	5,033.15	2,508.56	5,017.12
Vehicle revenue miles	89,062.00	72,856.00	36,722.00	73,444.00
Ridership	28,926.00	19,971.00	5,306.00	10,612.00
Fare revenue	$22,811.24	$14,951.00	$4,366.08	$8,732.16
Operating cost	$463,294.13	$490,328.78	$240,847.92	$481,695.84

With respect to productivity (defined as passengers per vehicle revenue hour), Route 12 has been consistently in the lower half with respect to ranking. Prior to onset of the COVID pandemic, Route 12's passengers/revenue hour stood at 5.81 (eleventh of 13 routes) in Year 1 and 3.97 (eleventh of 13 routes) in Year 2. In Year 3, this indicator stood at 2.12, placing Route 12 as tenth out of 12 routes.

Route 15

Route 15 travels between the Visalia Transit Center in downtown Visalia and Goshen via Mineral King/Noble, Shirk, Doe, and Goshen. The route also serves the Visalia Medical Clinic, Visalia Airport, Plaza Park, and Industrial Park. Service is provided between 6:00 a.m. 10:20 p.m. Monday through Friday, and between 7:30 a.m. and 6:35 p.m. on Saturday and Sunday. Frequency is 45 minutes on all service days.

Exhibit 3.2.19 Route 15 Performance Metrics

	Year 1	Year 2	Year 3 (6 months)	Year 3 (12 months est.)
Vehicle revenue hours	4,537.04	5,500.26	4,913.10	9,826.20
Vehicle revenue miles	74,569.00	89,240.00	94,337.00	188,674.00
Ridership	13,982.00	18,084.00	12,429.00	24,858.00
Fare revenue	$6,609.31	$9,493.73	$9,716.39	$19,432.78
Operating cost	$439,187.00	$520,514.28	$471,708.83	$943,417.66

With respect to productivity (defined as passengers per vehicle revenue hour), Route 15 has been consistently in the lower half with respect to ranking. Prior to onset of the COVID pandemic, Route 15's passengers/revenue hour stood at 3.08 (twelfth of 13 routes) in Year 1 and 3.29 (twelfth of 13 routes) in Year 2. In Year 3, this indicator stood at 2.53, placing Route 15 as ninth out of 12 routes.

Route 16

Route 16 travels between Sequoia Mall and the Target Shopping Center via Caldwell, Demaree, and Riggin. The route also serves the Riverway Sports Park on request. Service is provided between 6:00 a.m. and 9:51 p.m. Monday through Friday, and between 8:00 a.m. and 6:51 p.m. on Saturday and Sunday. Service frequency is 30 minutes on weekdays and 60 minutes on Saturday and Sunday.

Exhibit 3.2.20 Route 16 Performance Metrics

	Year 1	Year 2	Year 3 (6 months)	Year 3 (12 months est.)
Vehicle revenue hours	9,833.01	9,763.90	4,865.72	9,731.44
Vehicle revenue miles	116,881.00	124,763.00	78,773.00	157,546.00
Ridership	17,824.00	18,358.00	6,987.00	13,974.00
Fare revenue	$10,069.22	$10,939.99	$5,086.33	$10,172.66
Operating cost	$904,163.75	$955,921.95	$467,159.86	$934,319.72

With respect to productivity (defined as passengers per vehicle revenue hour), Route 16 has been consistently last with respect to ranking. Prior to onset of the COVID pandemic, Route 16's passengers/revenue hour stood at 1.81 in Year 1 and 1.88 in Year 2. In Year 3, this indicator stood at 1.44.

Fixed-Route Key Performance Indicators

Route 11 is the most productive in terms of revenue miles per revenue hour (Exhibit 3.2.21). This is due to the intercity nature of the route, which travels between Visalia and Tulare and has very limited stops. Prior to the COVID-19 pandemic, Route 6 saw good performance with this metric. Since COVID, Routes 9 and 15 are the next highest performers after Route 11.

Route 1 is consistently the most productive in terms of passengers per revenue hour (Exhibit 3.2.22), and is the only route to meet the standard of 15 passengers per hour. Prior to onset of the COVID pandemic, Routes 11 and 4 were the next-highest performing. However, since COVID, Route 6 has become the second-highest performer, followed by Routes 2 and 9.

Not surprisingly, Route 1 is also the most productive route with respect to passengers per revenue mile (Exhibit 3.2.23). It is one of just two routes (the other is Route 4) that have been above one passenger per mile within the three years analyzed. Route 1 continued to be the highest performer after COVID (0.71), followed by Route 6 (0.56).

While higher performance- and passenger-related metrics indicate higher productivity, lower cost-related metrics indicate better cost efficiency.

Operating cost per revenue hour (Exhibit 3.2.24) is consistent across all routes for each year, as it was used as the basis for determining operating cost by route.

Prior to onset of the COVID pandemic, Route 1 had the lowest cost per passenger (Exhibit 3.2.25), followed by Route 11. Route 16 had the highest cost, followed by Route 15. Since COVID, Route 1 has continued to be the most efficient route, followed by Route 6. Routes 16 and 7 have the highest costs.

Average fare per passenger (Exhibit 3.2.26) is based on fare revenues by route and does not include pass purchases from other locations. Prior to onset of the COVID pandemic, Routes 12 and 9 had the highest average fare per passenger. Routes 1 and 2 had the lowest. Since COVID, Routes 2 and 9 have had the highest fare per passenger, while Routes 1 and 7 had the lowest. This metric is likely to be greatly impacted by reduced fare cash riders and free riders, which are applied to each route. As noted in the fare review, the incidence of pass usage is relatively high, and since those purchases are not applied to individual routes, the average fare is somewhat artificially lower. The significant increase in average fare per passenger since COVID is likely due to the increase in the percentage of passengers paying a cash fare.

Key performance indicators for all routes are presented in Exhibits 3.2.21 through 3.2.26. Only Years 1 and 3 are labeled to enhance readability.

Exhibit 3.2.21 Fixed-route vehicle revenue miles/vehicle revenue hour by route

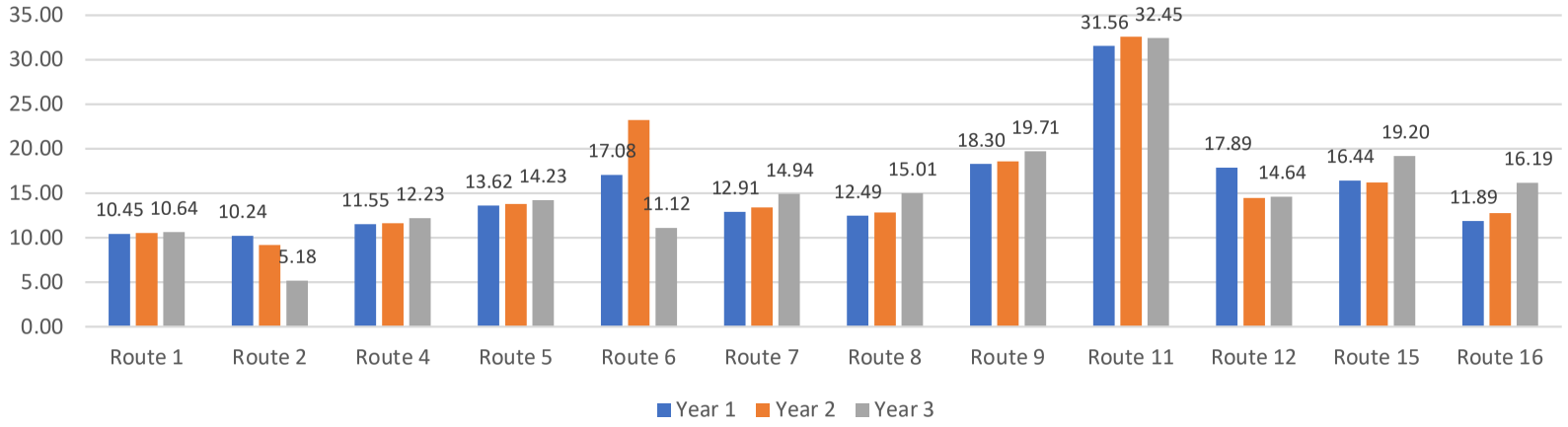


Exhibit 3.2.22 Fixed-route passengers/vehicle revenue hour by route

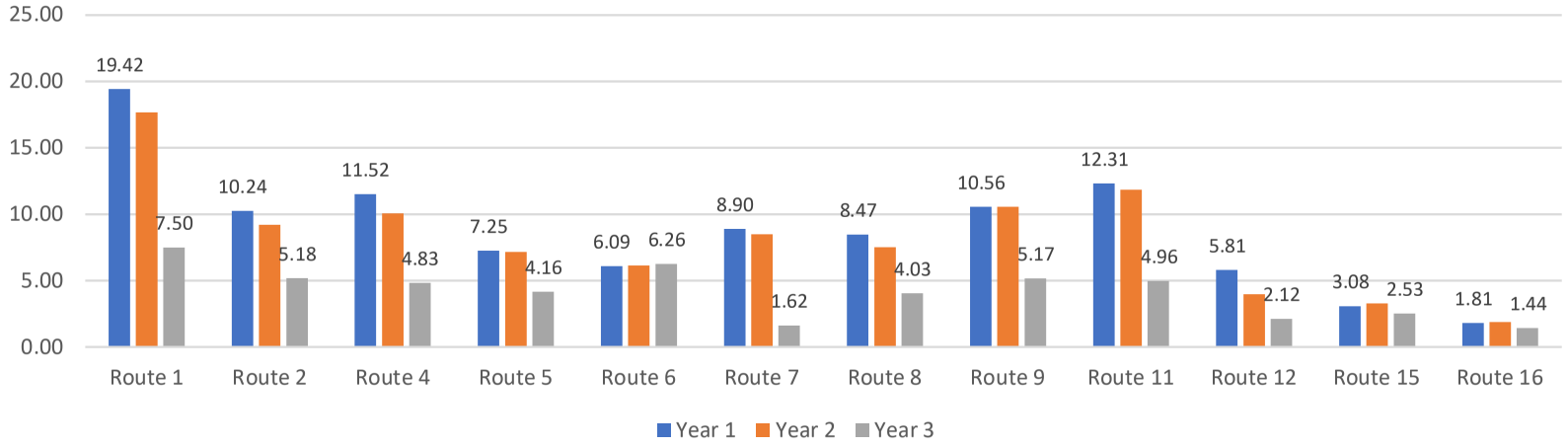


Exhibit 3.2.23 Fixed-route passengers/vehicle revenue mile by route

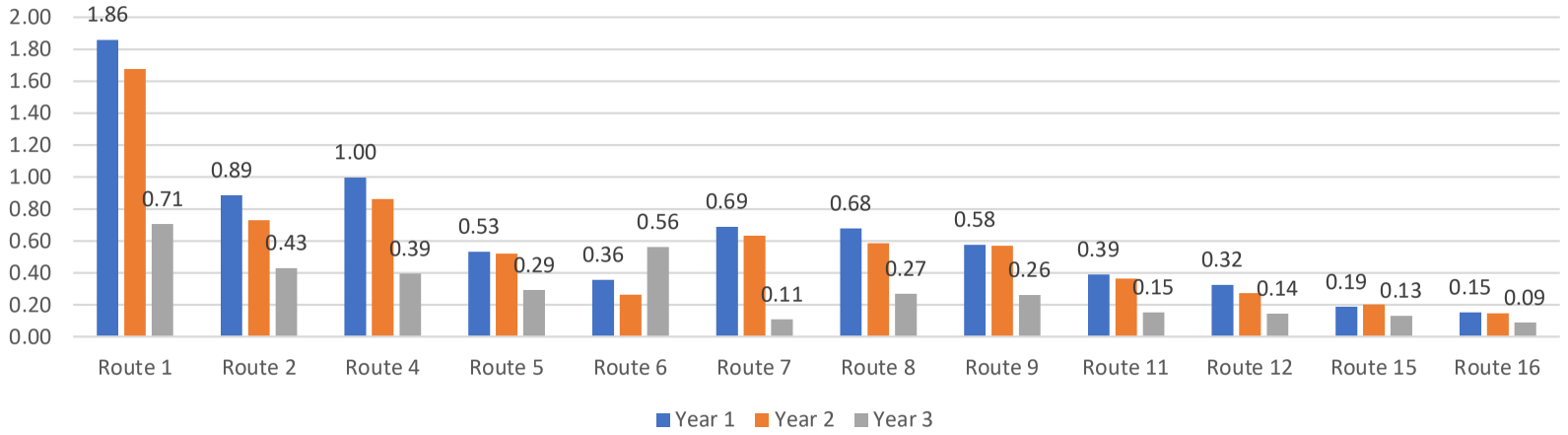


Exhibit 3.2.24 Fixed-route operating cost/vehicle revenue hour by route

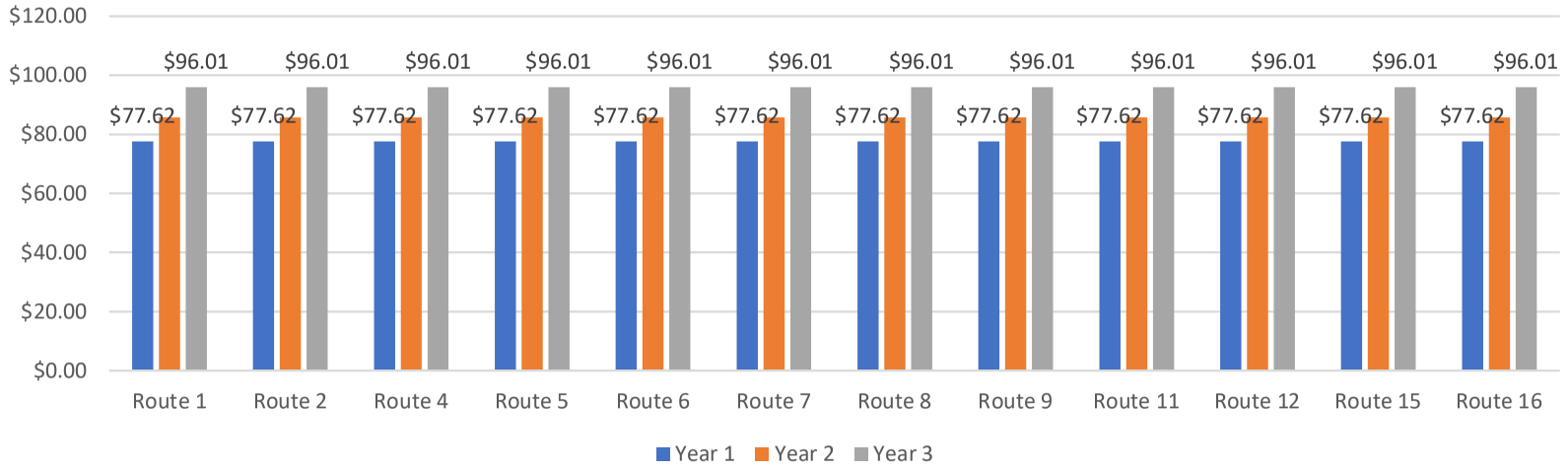


Exhibit 3.2.25 Fixed-route operating cost/passenger by route

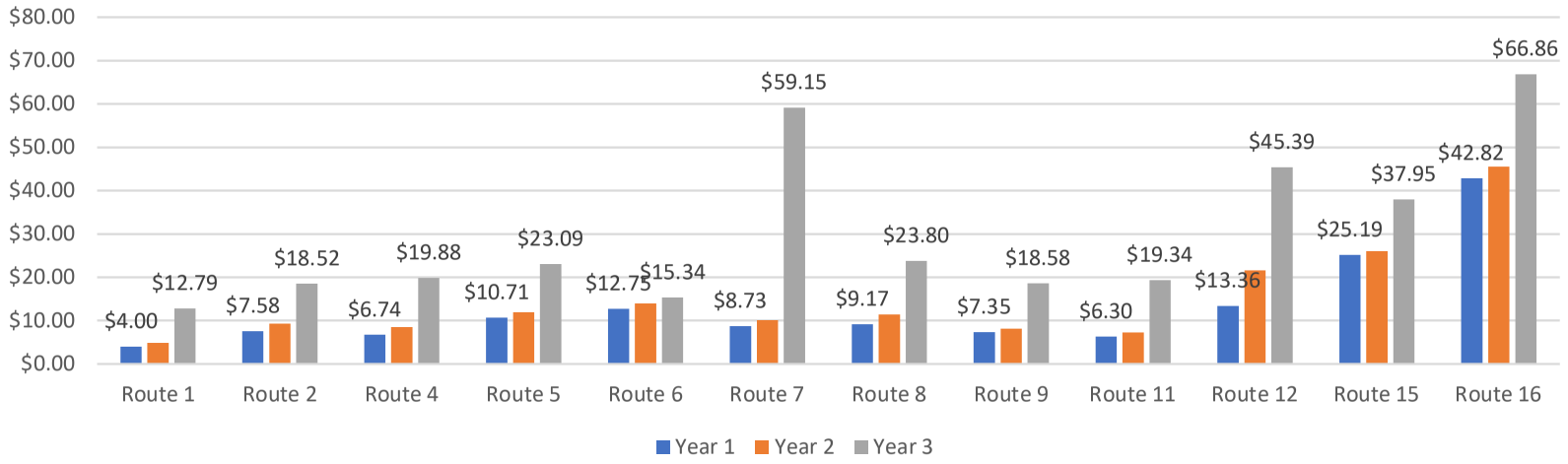
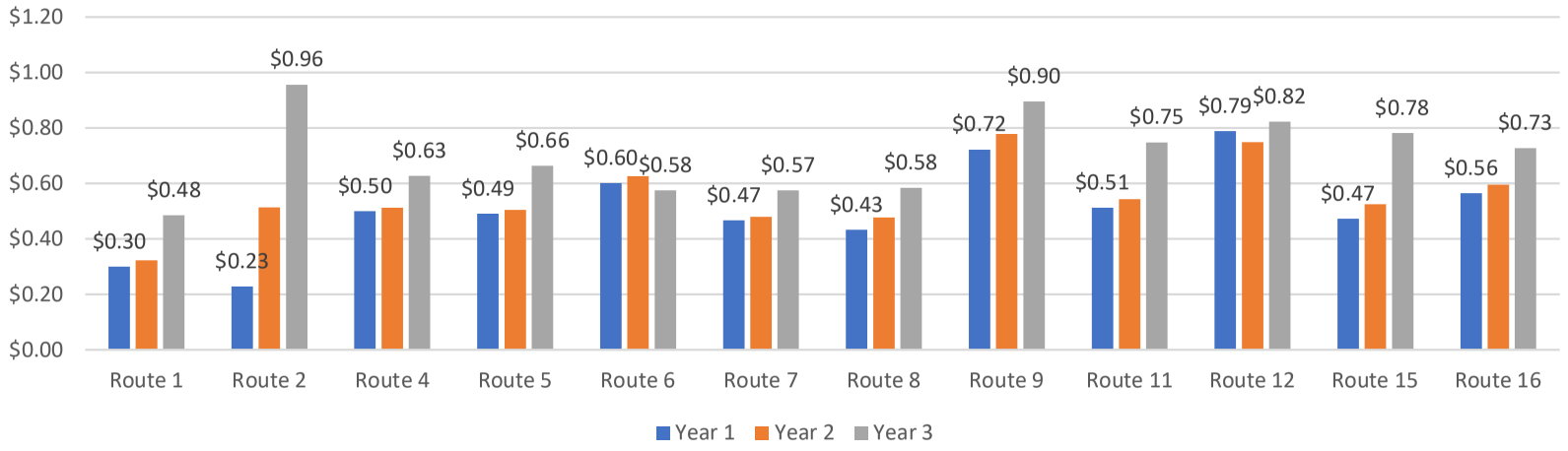


Exhibit 3.2.26 Fixed-route average fare/passenger by route



Dial-A-Ride Service

The City's Dial-A-Ride service is a curb-to-curb service primarily for persons with disabilities who are ADA-certified. The service also accepts same-day reservations from the general public on a space-available basis. Dial-A-Ride operates from 6:00 a.m. to 9:30 p.m. Monday through Friday and from 8:00 a.m. to 6:30 p.m. Saturday and Sunday.

Exhibit 3.2.27 Dial-A-Ride Performance Metrics

	Year 1	Year 2	Year 3 (6 months)	Year 3 (12 months est.)
Vehicle revenue hours	12,903.04	12,609.33	3,498.75	6,997.49
Vehicle revenue miles	178,615.00	185,006.00	50,199.00	100,398.00
Ridership	38,918.00	39,908.00	6,444.00	12,888.00
Fare revenue	$72,473.36	$81,096.74	$26,709.29*	$64,102.30
Operating cost	$1,026,128.68	$1,103,316.38	$341,267.59	$682,535.17

**January through May 2021 only.*

As a demand-response service, Dial-A-Ride revenue hours, revenue miles, and operating cost is directly dependent on demand. As such, lower ridership translates to lower operating cost (unlike fixed-route service, where the service operates largely the same regardless of ridership).

Exhibit 3.2.28 Dial-A-Ride vehicle revenue miles/vehicle revenue hour

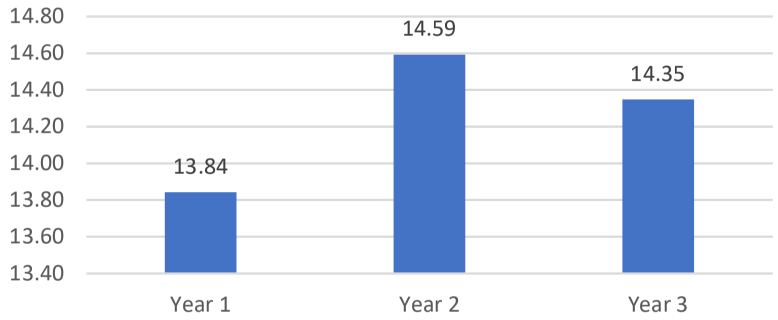


Exhibit 3.2.29 Dial-A-Ride passengers/vehicle revenue hour

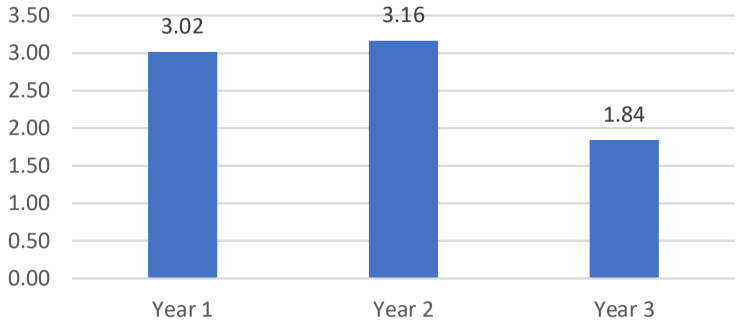


Exhibit 3.2.30 Dial-A-Ride passengers/vehicle revenue mile

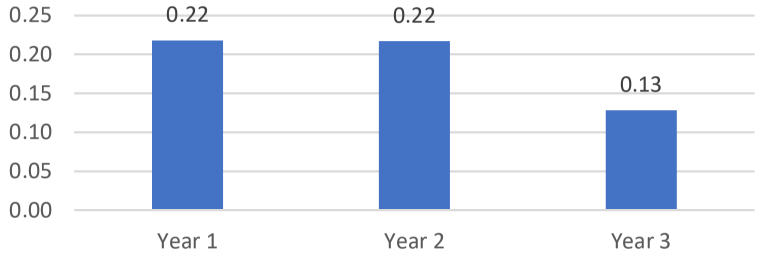


Exhibit 3.2.31 Dial-A-Ride average fare/passenger

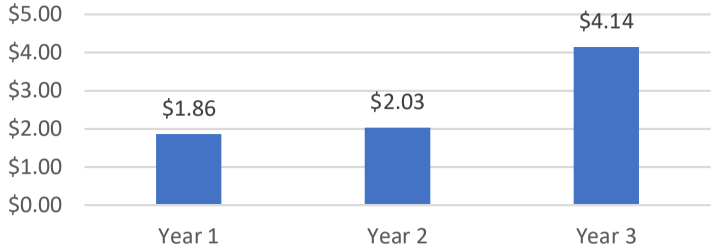


Exhibit 3.2.32 Dial-A-Ride operating cost/vehicle revenue hour

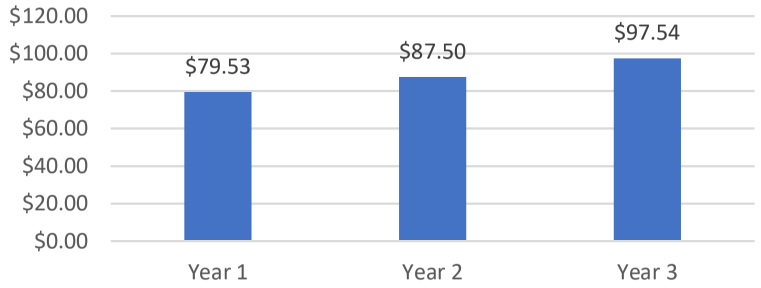
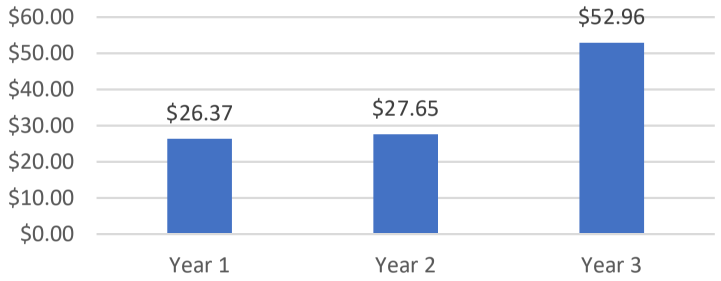


Exhibit 3.2.33 Dial-A-Ride operating cost/passenger



V-Line

The V-Line travels between the Visalia Transit Center in downtown Visalia and Courthouse Park in Fresno, with additional stops at the Visalia Municipal Airport, Fresno Yosemite International Airport, and California State University-Fresno. Northbound service is operated six times each day, with departures from the Visalia Transit Center at 4:00 a.m., 6:00 a.m., 9:00 a.m., 1:00 p.m., 4:00 p.m., and 6:30 p.m. Southbound service departs the Fresno Airport at 5:00 a.m., 7:00 a.m., 10:00 a.m., 2:00 p.m., 5:00 p.m., and 7:30 p.m. The service operates on the same schedule seven days per week.

Exhibit 3.2.34 V-Line Performance Metrics

	Year 1	Year 2	Year 3 (6 months)	Year 3 (12 months est.)
Vehicle revenue hours	7,046.87	6,856.44	2,915.40	5,830.80
Vehicle revenue miles	271,155.80	251,281.00	113,736.00	227,472.00
Ridership	28,820.00	28,167.00	3,287.00	6,574.00
Fare revenue	$226,019.70	$231,594.37	$17,230.55*	$41,353.32
Operating cost	$404,735.97	$599,938.65	$284,369.09	$568,738.18

**January through May 2021 only.*

Exhibit 3.2.35 V-Line vehicle revenue miles/vehicle revenue hour

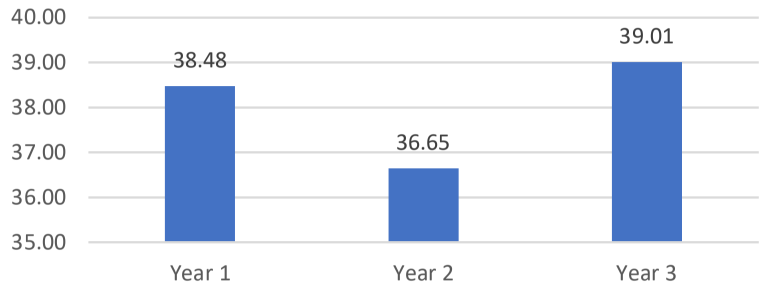


Exhibit 3.2.36 V-Line passengers/vehicle revenue hour

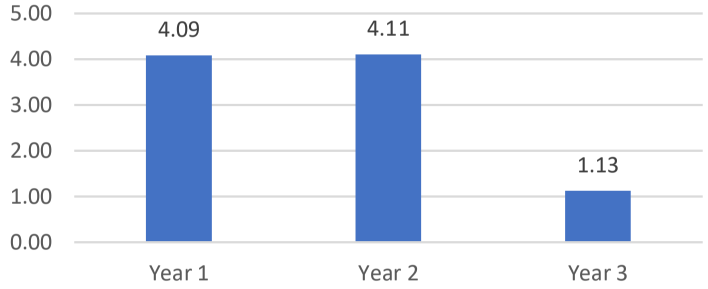


Exhibit 3.2.37 V-Line passengers/vehicle revenue mile

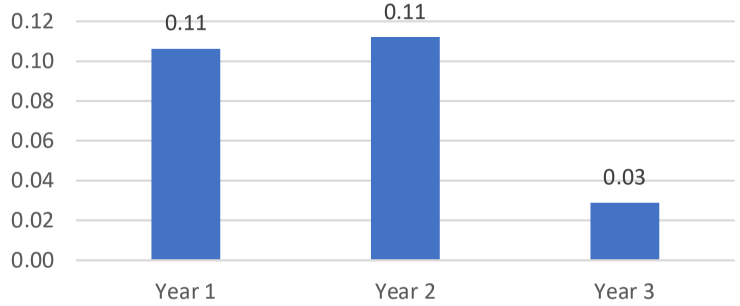


Exhibit 3.2.38 V-Line average fare/passenger

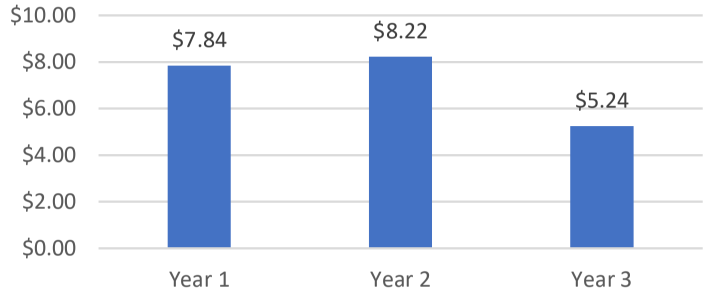
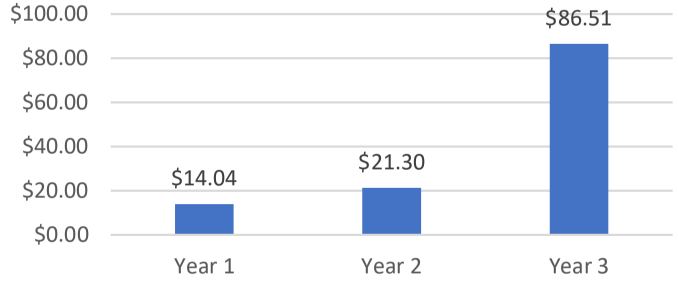


Exhibit 3.2.39 V-Line operating cost/vehicle revenue hour

Exhibit 3.2.40 V-Line operating cost/passenger



Sequoia Shuttle

The Sequoia Shuttle is a seasonal service operated by the City through a partnership with the National Park Service. The service includes both internal and external components. Internally, larger vehicles operate on four routes within the park to transport visitors at no charge. Externally, smaller vehicles are used to transport visitors from Visalia to the Park. Reservations and round-trip tickets are required for the external service.

Time periods are shown differently for the Sequoia Shuttle than for other routes. Season 11 represents operations in 2017, Season 12 in 2018, and Season 13 in 2019. The Sequoia Shuttle did not operate in 2020 or 2021 due to the COVID-19 pandemic. It is expected to resume operations for the 2022 season.

Exhibit 3.2.41 Sequoia Shuttle – External Shuttle Performance Metrics

	Season 11	Season 12	Season 13
Vehicle revenue hours	6,268.09	7,203.24	3,241.31
Vehicle revenue miles	99,052.00	112,487.00	73,980.00
Ridership	12,326.00	13,488.00	6,175.00
Operating cost	$438,766.30	$504,226.80	$227,811.89

Exhibit 3.2.42 Sequoia Shuttle – Internal Shuttle Performance Metrics

	Season 11	Season 12	Season 13
Vehicle revenue hours	12,450.74	11,810.53	13,046.13
Vehicle revenue miles	174,266.00	168,290.00	212,913.00
Ridership	794,603.00	867,646.00	940,164.00
Operating cost	$935,914.96	$956,874.16	$955,987.97

Exhibit 3.2.43 External shuttle vehicle revenue miles/vehicle revenue hour

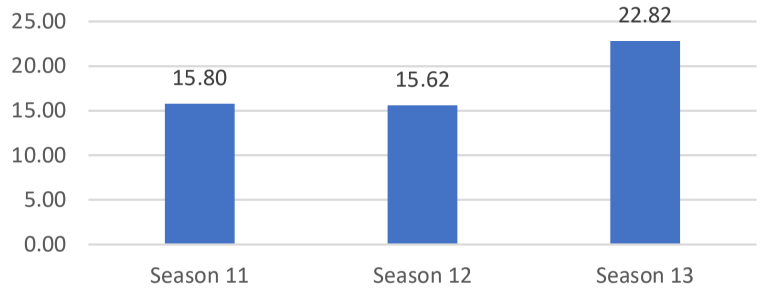


Exhibit 3.2.44 External shuttle passengers/vehicle revenue hour

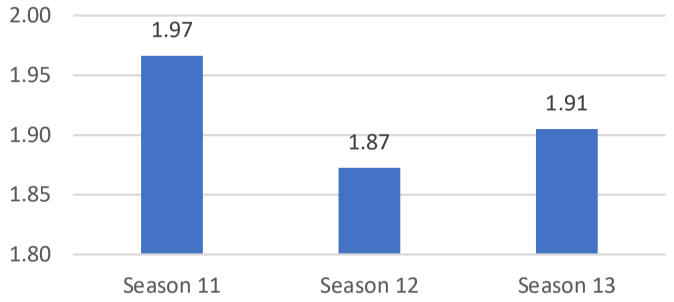


Exhibit 3.2.45 External shuttle passengers/vehicle revenue mile

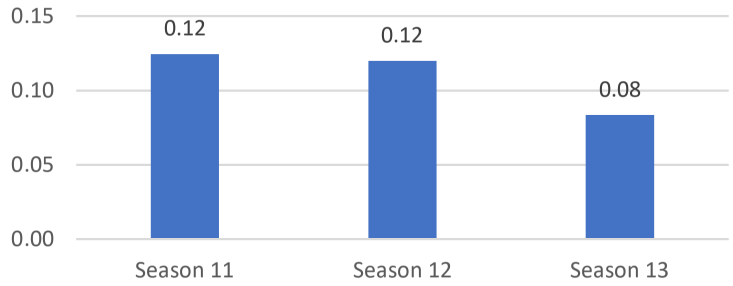


Exhibit 3.2.46 External shuttle operating cost/vehicle revenue hour

Exhibit 3.2.47 External shuttle operating cost/passenger

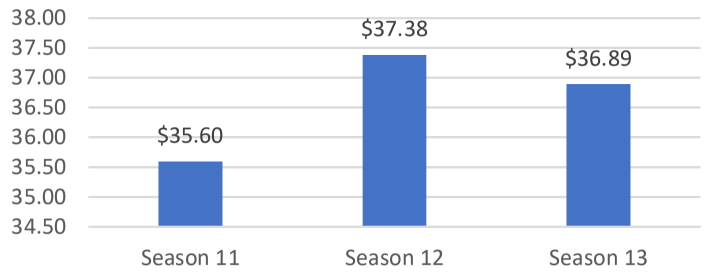


Exhibit 3.2.48 Internal shuttle vehicle revenue miles/vehicle revenue hour

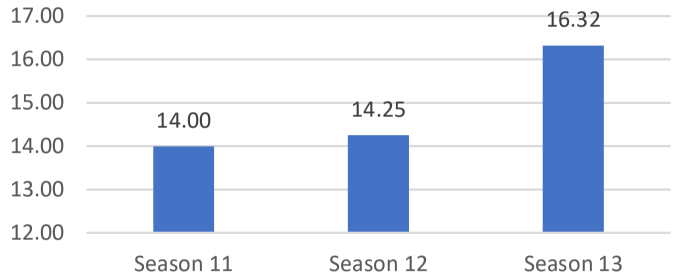


Exhibit 3.2.49 Internal shuttle passengers/vehicle revenue hour

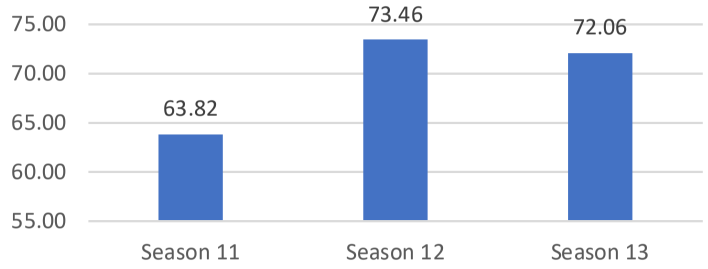


Exhibit 3.2.50 Internal shuttle passengers/vehicle revenue mile

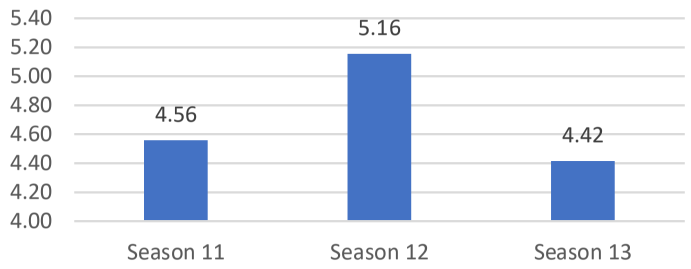


Exhibit 3.2.51 Internal shuttle operating cost/vehicle revenue hour

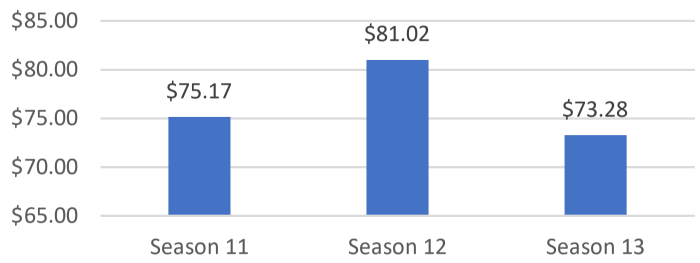


Exhibit 3.2.52 Internal shuttle operating cost/passenger

3.3 Progress in Achieving Service Standards

Data regarding two key performance measures is assessed herein. The first, operating cost per vehicle revenue hour, reflects a performance standard of base year plus Consumer Price Index (CPI). This means a modest increase (typically between one and three percent) is expected year-over-year. The fixed-route service saw an increase of 10.4 percent between Year 1 and Year 2, and a 12.1 percent increase between Year 2 and Year 3. Dial-A-Ride saw a similar increase in cost per vehicle revenue hour.

With respect to passengers per vehicle revenue hour, fixed-route had a standard of 15 or more passengers per hour, while the standard for Dial-A-Ride was three passengers per hour. The fixed-route service was not meeting this standard either before or after the start of the pandemic. Route 1 was the only route to meet the standard prior to the pandemic, though the former Route 3 came close (14.15 and 14.74 in Years 1 and 2, respectively). The Dial-A-Ride service was meeting the standard prior to the pandemic, but not subsequently.

Exhibit 3.3.1 Status of performance standards

Performance Measure	Prior Performance Standard	Performance by Mode	Status
Cost/vehicle revenue hour	Base year + CPI	Fixed-route: • Year 1: $77.62 • Year 2: $85.68 • Year 3: $96.01 DAR: • Year 1: $79.53 • Year 2: $87.50 • Year 3: $97.54	Fixed-route: 10.4% change in Year 2 was much higher than CPI. Higher 12.1% change in Year 3. DAR: 10% change in Year 2 was much higher than CPI. Higher 11.5% change in Year 3.
Passengers/vehicle revenue hour	Fixed-route: ≥15 DAR: >3.0	Fixed-route: • Year 1: 10.05 • Year 2: 9.34 • Year 3: 4.53 DAR: • Year 1: 3.02 • Year 2: 3.16 • Year 3: 1.84	Fixed-route: Standard was not being met prior to COVID-19 pandemic. DAR: Standard was being met prior to COVID-19 pandemic.

3.4 Evaluation of Organizational Structure

The City of Visalia's Transit Division is within the City's Administration Department. A full-time Transit Manager oversees the Transit Division, reporting to the Assistant City Manager. Two analyst positions report directly to the Transit Manager: Financial Analyst and Management Analyst. The Financial Analyst manages a Senior Accounting Assistant and two Office Assistants. The Management Analyst manages a Senior Office Assistant and Community Outreach Coordinator. The Transit Manager also provides oversight to Building Technicians and Maintenance staff.

Exhibit 3.4.1 City of Visalia Transit organizational chart

The Transit Manager has been in place for approximately three years. This is her first position within the Transit industry.

The Management Analyst has been employed with the City for approximately two years. While he has prior experience working with a larger transit operator, this position was chiefly fleet maintenance oriented. At Visalia, his primary responsibility is day-to-day oversight of the Transit Operations and Maintenance contractor.

The Financial Analyst recently celebrated her twenty-first anniversary with the City; nearly all of which has been transit finance related. As such, the Financial Analyst brings a significant and valuable body of knowledge to the City's transit program.

In addition to managing the various functions typically associated with a mid-size public transit program, the City is responsible for customer service functions supporting the full slate of transit operators within Tulare County. This function includes both a call center as well as staffing a customer service "window" at the City's downtown transit center.

Based on our interaction with the City's three management staff, it appears there is an excessive workload for both the Transit Manger and the Management Analyst. Management of a public transit program has become increasingly complex across the past decade. The level and complexity of local, state, and federal compliance requirements has increased steadily. The requirements and demands of transit-related technology (i.e., service monitoring, ITS, customer-facing information, etc.) has grown increasingly complex and specialized.

Given the preceding, Moore & Associates offers three near-term recommendations: 1) consider recruitment of second Management Analyst, preferably a mid-career professional; 2) consider enrolling Management Analyst(s) in the Transit and Paratransit Management Certificate program offered by the University of the Pacific[4]; and 3) arrange Syncromatics software (vendor) training for the Management Analyst.

Exhibit 3.4.2 First Transit organizational chart

Staffing levels for First Transit are dictated by the terms and conditions of a contract in-effect between the City of Visalia and First Transit.

[4] The incumbent Transit Manager completed this course in 2019.

Chapter 4: Facilities and Equipment Analysis

The purpose of this chapter is threefold: 1) summarize existing City of Visalia transit infrastructure, 2) provide an objective evaluation of said infrastructure, and 3) present recommendations for enhancing the infrastructure to ensure its capacity to support the City's continued transit operation across the next five years. The scope of the City's transit infrastructure includes six elements:

1) Transit operations and maintenance facility,
2) Downtown Visalia Transit Center,
3) Transit revenue fleet,
4) Non-revenue (or supporting) fleet,
5) Technology (hardware as well as software), and
6) Network of bus stops.

Preparation of this chapter included consultant field observations; discussions with TCAG, City staff, and First Transit staff; review of the City's 2018 Transit Asset Management Plan; review of the City's (Transit) 2020 Capital Improvement Plan; and review of the City's 2017 Short Range Transit Plan.

4.1 Operations and Maintenance Facility

In 2007, the City took occupancy of a purpose-built transit and maintenance operations facility located near the cross-streets of North Ben Maddox Way and East Goshen Avenue. The cost of design and construction was approximately $11 million, funded chiefly via federal transportation dollars. The facility includes four primary elements: 1) offices, etc. for the City's transit operations contractor, 2) transit fleet maintenance facility inclusive of nine bays, 3) adjoining compressed natural gas fueling facility, and 4) combination open-air and covered parking for the various transit vehicles.

The maintenance facility includes nine enclosed stalls as well as a wash rack. Of these, seven are used as service bays with mobile lifts. An additional service bay features a four-post lift and a nineth bay is utilized as a fire bay.

The compressed natural gas fueling facility was initially constructed in 2007 at a cost of $1.7 million. A CNG fueling expansion project was completed in 2017 at a cost of $2 million. The facility is believed to be 30 percent over capacity, and a $2 million upgrade is planned. The current fuel island features half-inch fueling nozzles (instead of the desired ¾-inch nozzles). In close proximity (outside security fencing) to the transit fueling island is a publicly-accessible compressed natural gas (CNG) fueling station.

As with any active facility that is nearly 15 years old, the City's Transit Operations and Maintenance Facility has begun to show its age. The facility roof often leaks during rainy weather, the bus washer is beyond its useful life, and the fleet shop is at capacity. Other areas warranting attention include installation of an

updated fall protection system, upgrade of the (CNG fuel) vapor detection system, resurfacing of the employee parking lot, and repair or replacement of the gates surrounding the employee parking lot. Within the fenced transit parking area there are numerous examples of deteriorating concrete, poor/inoperative drainage, and various landscaping issues (i.e., new tree wells, damaged planters, etc.).

4.2 Downtown Transit Center

The transit center has four contributing elements:

1) Original transit facility (constructed in 2003, cost: $4.7 million),
2) Phase II expansion (2012, cost $2.2 million),
3) Adjoining administration building (2012, cost: $1.1 million), and
4) A quartet of City-owned parking facilities located in proximity to the downtown transit center.

A slate of multi-year improvements is included within the City's (Transit) Capital Improvement Plan.

In addition to Visalia Transit, the transit center is served by the recently formed Tulare Regional Transit Agency (including elements of the former Tulare County and Tulare City services), the Sequoia-Kings Canyon National Park shuttle (Sequoia Shuttle), the V Line (linking Visalia and Fresno), Kings Area Regional Transit (Visalia-Hanford service), and Greyhound.

The initial phase of the transit center included 5 bus bays, while the second phase added a further 2 bays. The adjacent three-story administration building includes public restrooms, public lobby with seating, and a transit/transportation information counter. Now approaching the ten-year mark, the admin building is slated for exterior and interior rehab as well as full exterior painting in 2023.

4.3 Transit Fleet

At the time of the 2022 Short Range Transit Plan's update, the Visalia Transit fleet was comprised of 49 fixed-route buses, 11 paratransit vehicles, and five commuter coaches. A detailed fleet listing is included within Appendix E along with the proposed fleet replacement schedule.

With respect to the fixed-route fleet, future purchases will focus on battery-electric vehicles. Phase I vehicle charging infrastructure is in place at the Transit Operations and Maintenance Facility.

Minimum service-life categories for buses and vans

Category	Typical Characteristics				Minimum Life (Whichever comes first)	
	Length	Approx. GVW	Seats	Average Cost	Years	Miles
Heavy-duty large bus	35-48 ft and 60 ft artic	33,000 to 40,000	27 to 40	$325,000 to over $600,000	12	500,000
Heavy-duty small bus	30 ft	16,000 to 33,000	26 to 35	$200,000 to $325,000	10	350,000
Medium-duty and purpose-built bus	30 ft	16,000 to 26,000	22 to 30	$75,000 to $175,000	7	200,000
Light-duty mid-sized bus	25 to 35 ft	10,000 to 16,000	16 to 25	$50,000 to $65,000	5	150,000
Light-duty small bus, cutaway, and modified van	16 to 28 ft	6,000 to 14,000	10 to 22	$30,000 to $40,000	4	100,000

4.4 Non-Revenue Fleet

The City adheres to FTA guidance as it pertains to vehicle useful life. The non-revenue fleet includes a combination of Chevrolet Tahoes (chiefly field supervisory vehicles) and various utility trucks (to support fleet maintenance). As vehicles near the end of their forecast useful life, the City budgets for replacement. Expansion of the non-revenue fleet is not anticipated at this time.

4.5 Bus Stops

Visalia Transit's local service network includes 180 bus stops with 131 bus shelters. Bus stop maintenance is performed through a combination of City and contractor staff.

An increase in the number of bus stops during the next five years would be attributed chiefly to service extension to new residential and commercial development within Visalia Transit's local service area. Bus stop amenities will be repaired/replaced as needed.

4.6 Technology

Upgrade or replace fareboxes.

The current GFI fareboxes were purchased in 2013. Since that time there have been many advances in farebox technology including incorporation of "smart card" capability.

The overall reliability has declined while support costs for the current fareboxes has increased. These fareboxes appear to have reached the end of their practical service life and their respective age limits for Visalia Transit's technological growth potential.

Given the complexity and cost associated with total farebox replacement, City staff has identified an opportunity to participate in a "purchase partnership" with other transit providers in the region. Among the anticipated benefits are reduced unit cost, improved technical support, and increased support for regional transit fare initiatives.

Syncromatics training for staff.

Syncromatics is a powerful web-based dispatch and vehicle tracking software. It includes a variety of software elements offering enhanced transit operations reporting, real-time customer/passenger information, information interface with customer digital signage (typically at transit centers), "next step" announcements to support ADA compliance, passenger counting (i.e., boarding and alighting activity), onboard WiFi capability, and paratransit dispatch support software.

During the course of preparation of the City's 2022 Short Range Transit Plan, there were numerous instances where the consultant team attempted to acquire a variety of performance data through Visalia Transit's current Syncromatics set-up. In some cases, we were advised the City does not own the related software module, in others there was an absence of module-specific staff training.

Chapter 5: Needs Assessment

5.1 Methodology

The primary goal of this chapter is to identify specific opportunities for continued Visalia Transit service development. In doing so, the objective is to help define how public transit throughout the Visalia urbanized area could be provided across the next five years (the SRTP's planning horizon). Simply put, where, when, and how "should" transit service be provided reflective of demand that is both quantifiable and sustainable based on the City's adopted transit vision, availability of supporting transit resources, anticipated changes in market conditions, input from TCAG and City staff, and the consultant's professional insight.

Demand for transit service is comprised of two elements: actual and latent. "Actual" takes into account current as well as recent transit ridership activity. "Latent" reflects "potential" demand, and an important comment regarding how this is calculated is warranted.

Many transit planning studies approach latent demand chiefly by quantifying the number of persons residing within a given area or neighborhood. In other words, five thousand individuals reside within a given geographic area. Therefore, annual latent demand would be derived by multiplying 5,000 by an estimated number of unlinked trips/capita. We believe this often results in a faulty demand forecast that is typically more optimistic than likely to actually develop. By contrast, Moore & Associates employs an approach based chiefly on "propensity" to use public transit. For example, while there may be 5,000 persons residing within a given area, the number of work-age adults is 2,000. And among these 2,000 work-age adults, vehicle ownership/access is 0.75 vehicles/person. Therefore, latent demand (that is, the likelihood to actually use public transit) is considerably less than the number of persons residing within the sample area.

When discussing transit demand analysis, we suggest our clients envision a spectrum composed of three sections. At one end of the spectrum are persons who are dedicated transit users, regardless of annual household income, number of vehicles in their household, etc. We often refer to this market segment as "always riders". At the other end of the spectrum are individuals who will never use public transit; even if there is a bus stop within a block of their residence and the ride is free. These are the "never riders". Which leaves us with the market segment possessing the greatest ridership potential: the "middle".

In preparing the demand forecast Moore & Associates employed a multi-prong approach. First, the consultant reviewed overall population growth trends derived chiefly from data and estimates available from the federal decennial census as well as the American Community Survey. Second, demographic analysis specific to historically ride-dependent populations including seniors, persons with disabilities, low-income individuals, zero- and/or one-vehicle households, and youth was completed. Third, input received from TCAG and City staff including recent TDA Article 8 public testimony was reviewed. Fourth, input received through a variety of bilingual surveys from transit users as well as the community at-large, as well as workshops was analyzed. Fifth, the consultant's professional insights.

In preparing the Needs Assessment, Moore & Associates also considered land-use or development patterns inclusive of near-term (i.e., five years) residential as well as commercial development throughout the Visalia urbanized area.

Taken collectively, this information translates to an objective assessment of Visalia Transit's current service offerings vis-à-vis actual as well as latent and future demand.

5.2 Background

Public transit service was initiated by the City of Visalia in 1981. For the first several years the service operated chiefly within city limits. However, over the years transit service has been extended into neighboring communities (e.g., Exeter, Farmersville, Goshen) through various cooperative funding agreements. An estimated population of 140,000 resides within Visalia Transit's 40-square mile local service area.

Given its age of 40 years, Visalia Transit is considered to be a "mature" transit system. The local service route network (consisting of 13 routes) has remained largely unchanged for several years, and transit service is provided within reasonable walking distance of approximately 65 percent of Visalia households. It is unlikely the local service area will expand significantly within the next five years, and given recent land-use patterns much of the near-term development is "infill" in nature.

Visalia Transit's local service employs a hub-and-spoke design, with nearly every route "pulsing" through the City's downtown transit center (East Oak Avenue/Santa Fe Street), thereby facilitating convenient bus-to-bus connections.

Historically, school-age youth represent a significant ridership component. As such Visalia Transit provides scheduled service within close proximity of nearly all local schools including College of the Sequoias, San Joaquin Valley College, Fresno Pacific, Visalia Adult School, and Brandman University.

Similar to almost every public transit provider in America, Visalia Transit has been impacted by the ongoing COVID-19 pandemic. The four key impacts are significant reduction in annual ridership, ongoing challenges recruiting and retaining qualified drivers, significant decline in annual fare revenue, and suspension of the Sequoia Shuttle service. While the City has received a variety of one-time federal transportation funding to help offset the loss of fare revenues, it is currently unclear how post-pandemic transit funding in California will be addressed. Further, based on transit market research nationally, it is unlikely Visalia Transit ridership activity will return to pre-pandemic levels for several years if ever. Therefore, the overall goal of this current SRTP is to optimize current Visalia Transit operational performance, while identifying cost-effective solutions to address demand (aka "need") that is perceived to be quantitatively significant as well as sustainable.

5.3 Demographic Analysis

Prior to the onset of the COVID-19 pandemic in California, Tulare County was one of the faster-growing areas in the state. Visalia's population increased between 4.0 and 5.25 percent annually. Much of the residential growth was associated with new residential developments, many of which are located beyond the city's core.

Interestingly, residential real estate prices have continued to increase across the past 18 months, suggesting Californians are investing in their primary residences versus external (often discretionary) expenditures such as travel. While the true impact of the pandemic on population growth is unknown at present, for purposes of this analysis, Moore & Associates has forecast near-term year-to-year growth at four percent.

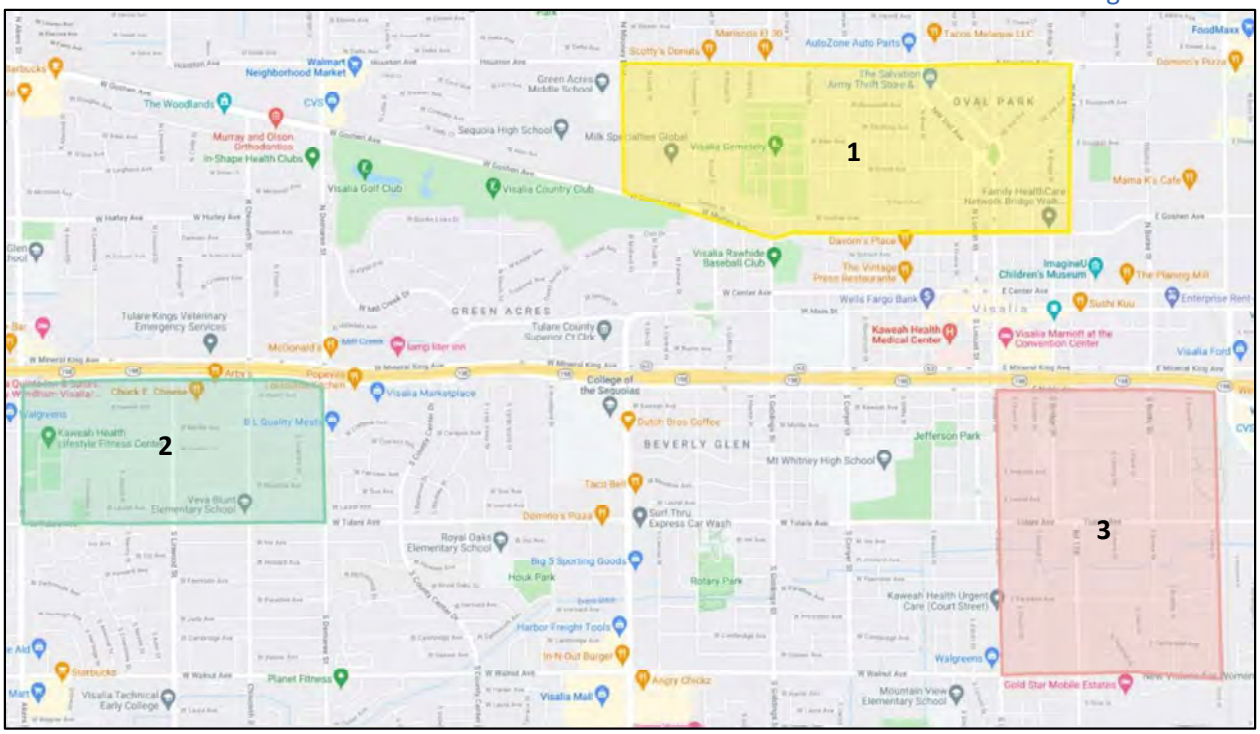
Similar to other medium-size urban areas within California, we anticipate the "aging in place" trend in Visalia will continue as before, attributable in part to the relative affordability of housing as well as the overall "quality of life" available in and around Visalia. Again, similar to "profile seniors" throughout the state, many within this demographic will continue to own and operate personal vehicles into their 70s; eventually transitioning to mobility options such as dial-a-ride.

Based on the 2019 American Community Survey, the three primary communities (Visalia, Farmersville, and Exeter) which compose the Visalia urbanized area reported similar numbers of zero- and single-vehicle households. The absence of vehicle ownership and/or access often translates to transit-dependency.

In Exeter and Farmersville this demographic attribute is present throughout both cities. By contrast, in Visalia the incidence of zero- or single-vehicle households is more clearly defined/chiefly noted in three neighborhoods (cited below). Visalia has the lowest number of zero-vehicle households of the three cities within Visalia Transit's local service area. Visalia is at least 40 percent lower than Exeter and Farmersville.

There are three Visalia neighborhoods which also coincide with areas of lower annual household income. They are 1) Oval Park (bounded by Houston Avenue, Santa Fe Street, Goshen Avenue, and Mooney Boulevard); 2) the area/neighborhood bounded by Noble Avenue, Demaree Street, Tulare Avenue, and Akers Street; and 3) the area/neighborhood bounded by Noble Avenue, Edison Street/Cotta Street, Walnut Avenue, and Court Street/Locust Street. The first is served by Visalia Transit Route 6; the second by Visalia Transit Routes 2, 4, and 5; while the third is served by Visalia Transit Route 3.

Exhibit 5.3.1 Lower-income neighborhoods



5.4 Community Workshops

In September 2021, the consultant team hosted three community workshops: one at the College of Sequoias main campus, and two at the Visalia Convention Center. Spanish-language interpretation was available at each session. Here are what we believe to be the key takeaways from the three sessions:

Desire for service to the Global Learning Charter School (former Fairview Elementary School). School site was served formerly via a stop at Giddings and Robin, which was less than a quarter-mile from the school. Now children must use Route 7 and alight at Giddings and Ferguson, which is more than a half-mile from the school and requires crossing a main thoroughfare.

1) Preference for smaller vehicles operating throughout Visalia neighborhoods. Less noise and visual "footprint." Perceived as "more inviting" to use.

2) Request for more/larger bike racks on buses, as well as increased promotion of the transit-cycling connection.

3) Preference to focus service (including more service frequency) on higher ridership routes. Anything less than 30-minute service frequency is not attractive.

4) Use smaller vehicles (as circulators) to travel throughout neighborhoods. To connect (feed) with larger buses operating on trunk lines/higher ridership routes.

5) Revise the V Line service to include a stop at Fresno Airport.

5.5 Community Survey

Survey fielding was conducted in September 2021 at locations of significant public activity (e.g., public buildings, shopping centers, etc.) throughout the Visalia Transit local service area. The bilingual survey was also available online as well as at each of the community workshop sessions. At the conclusion of the survey participation period nearly 250 valid responses had been received (nearly 2.5 times that achieved during the City's 2017 Short Range Transit Plan project).

The greatest motivator to (potential) future transit use is associated with a "change in personal circumstances" (45 percent), which the consultant defines chiefly as loss of driver license and/or loss of access to a personal vehicle. Eighty-six percent of all survey respondents indicated a propensity to use public transit sometime in the future. Taken collectively, these findings positively position Visalia Transit as a likely future mobility option.

Survey responses included requests for several potential service enhancements which, if implemented, could result in increased (local service) ridership. These include (not in hierarchal order): 1) a preference for smaller vehicles such as the 15-passenger vans, 2) installation of a bus stop on McAuliff between Mills Creek and Mineral Way, 3) travel training (i.e., how to use the service, plan a trip, etc.), 4) bus stop improvements (e.g., benches, shelters, signage, lighting, etc.), 5) re-introduction of Visalia Transit's former Routes 7a and 7b (including stops near Town Meadows, Oak Meadows, and Target), 6) return to fare-free policy, 7) link between College of the Sequoias' main campus and COS Tulare and COS Hanford, 8) installation of a bus stop on Ben Maddox and Santa Fe Avenue (between Walnut and Caldwell), 9) service to Plaza Drive, 10) reduced distance between bus stops, and 11) service to the Fresno Airport.

5.6 Dial-A-Ride Survey

A full discussion of the survey results is included in Chapter 2. Among the key takeaways are:

- 65 percent of respondents were age 62 and older.
- Most common trip purpose is to access "healthcare services" (56 percent).
- Little potential for mode-shift to City's fixed-route service.

Despite the perception of limited mode-shift potential, technological advances in paratransit ride-matching and dispatching suggests an opportunity for continued increases in service productivity and efficiency. That is, providing the same number of requested trips using fewer vehicles and/or fewer total Vehicle revenue hours.

5.7 Fixed-Route Survey

A full discussion of the survey results is included in Chapter 2. Among the key takeaways are:

- 52 percent of respondents are age 45 and older.
- Most common trip purpose is access to "work/employment" (26 percent).
- Most preferred service enhancement: "later service hours" (38 percent) and "more weekend service" (35 percent).
- High degree of transit-dependency (79 percent lack access to a personal vehicle).
- Introduction of the preferred service improvement would likely result in additional ridership.

The majority of surveyed riders can be considered work-age adults, and 32 percent indicated being employed. We believe this is particularly significant given the timing of the survey and the perceived impact which the pandemic has had on many retail and service businesses within Visalia. Based on reported annual income, we conclude many Visalia Transit riders are employed within the retail and service sectors. Such employment typically includes work hours outside the traditional "8 to 5" business day. As such, the availability of transit service into the late evening/night has historically been a "most-requested" service enhancement.

Given the significant reduction in historic transit demand attributable to the pandemic combined with Moore & Associates' conservative approach to transit service development, we recommend the City consider approaching the ongoing requests for "extended evening" transit service on an incremental as well as trial basis. That is, we do not believe it would be fiscally responsible to introduce such service across all Visalia Transit local service routes.

Historic ridership data reveals two or three local service routes transport the majority of transit riders. One approach could be to focus on extending the weekday service span of Route 1 until 10:00 p.m. on a trial basis for, say, 60 to 90 days. To maximize mobility options for this target market segment (i.e., persons working until 9:00 p.m.), the additional fixed-route service could be supplemented by either a trial (short-term) agreement with a local Transportation Network Company (e.g., taxi or shuttle) or utilize a couple of Visalia Transit dial-a-ride vehicles to provide "first and last mile" coverage within a clearly defined service area.

Visalia Transit enjoys a high customer service satisfaction rating based on input from actual recent customers. This is true for both the fixed-route and dial-a-ride services, and is particularly noteworthy given some of the service delivery challenges which transit providers such as Visalia Transit have experienced due to the ongoing COVID-19 pandemic. Further, based on the community survey (the respondents of which were largely not recent Visalia Transit users), Visalia Transit enjoys a positive perception within the community at-large and is perceived as a valuable community service (even by non-riders).

At least 70 percent of Visalia is "covered" by transit, and approximately 65 percent of Visalia households are within reasonable walking distance of a Visalia Transit route. Transit service coverage in Exeter, Farmersville, and Goshen is considerably less than Visalia, chiefly attributable to the amount of transit service each community is willing to purchase.

Potential recommendations arising from the fixed-route survey

Neighborhood circulator

To increase the percentage of Visalia households within reasonable walking distance of transit would require a change in service delivery. We believe the most-effective means of accomplishing this would be through incremental introduction of neighborhood circulators operating within defined geographic parameters. For example, a single vehicle would operate within a defined neighborhood/area providing on-demand service. Once or twice hourly (determined chiefly by the size of the service area), the "neighborhood circulator" would connect with one of Visalia Transit's "trunk line" routes/service providing seamless connections for down-line travel. While this service approach would likely increase the number of two-seat trips, it would bring transit service closer to a larger share of Visalia Transit households.

To support public acceptance of the "neighborhood circulator" service concept we recommend the transfer or connection should be provided at no-cost. At first blush it may appear the City would be sacrificing a potentially large number of transit fares. However, if the ridership pattern for the proposed "neighborhood circulators" mirrors the overall Visalia Transit system, the majority of (ongoing) transit riders would likely enhance the multi-ride fare options.

As is our practice with new transit services we recommend the "neighborhood circulator" experiment be approached on a trial or demonstration project basis, and that realistic service performance targets be agreed upon in advance of service initiation.

Former Route 7a/7b

One of the primary outcomes of the City's 2017 Short Range Transit Plan was the significant redesign of then Routes 7a and 7b. Yet despite the passage of nearly five years, there is still a desire among transit riders and former riders to reinstate the former route alignment.

While the City is still planning to create a satellite transit center off South Mooney Boulevard, how such a development will impact the overall local service network is unknow to the consultant. (Note: We believe the primary objective is to eliminate the need of transit riders in the City's southwest quadrant to travel to the downtown transit center in order to make certain bus-to-bus transfers.) Despite the above, we believe introduction of the satellite transit center provides an opportunity to reinstate at least portions of the former Route 7.

New developments

As part of the SRTP service planning process Moore & Associates reviewed 23 near-term residential or commercial development sites within Visalia to determine how each could potentially be served by Visalia Transit. Collectively, these 23 projects are expected to be completed within the next five years; a period which coincides with the SRTP's planning horizon.

Seven Visalia Transit routes travel within relative proximity of the various emerging developments: Routes 5, 7, 8, 9, 15, 16, and 17. Except for Route 9 (current recovery time: 13 minutes), each of the remaining six routes has a current recovery time ranging from zero to 10 minutes. "Recovery time" is synonymous with layover time (i.e., the time available before the start of the next run. As background, ten minutes is the minimum standard for transit recovery time. Therefore, in order to provide transit service that is within reasonable walking distance of (any of) the proposed developments we believe the City has three options: 1) increase the number of buses operating on a given route, thereby increasing both recovery time as well as service frequency; 2) delete low-productivity portions of existing routes (essentially sacrificing existing riders in order to attract potential riders); or 3) create a new route with appropriate run-time and recovery time. Selection of any of these options is likely to increase Visalia Transit's overall operating costs.

In October 2021 the City introduced Route 17 which offers 30-minute frequency (with zero recovery time). This newest route provides service on weekdays from 6:00 a.m. to 9:30 p.m.; and on weekends from 8:00 a.m. to 5:30 p.m. Ridership activity on Route 17 was approximately 200 rides within the first two weeks.

According to Federal Highway Administration (FHWA) research most people are willing to walk for five to ten minutes (or approximately 1/4- to 1/2-mile) to a transit stop. Therefore, in order to encourage transit usage, safe and convenient pedestrian facilities should be provided within 1/4- to 1/2-mile of transit stops. (Note: Bicyclists are often willing to ride significantly further than 1/2-mile to access transit stops/facilities depending on local topography.)

Route 17 travels within reasonable walking distance of four of the 23 new developments: Iron Ridge subdivision, Crowley Park, Hilton Homes, and Seefried Properties. A fifth development (Marcin Properties) is approximately 3/4-mile from the Route 17 alignment.

In assessing the 23 new developments, Moore & Associates opted to place each property into one of three categories: Category 1 (within reasonable walking distance of an existing Visalia Transit route), Category 2 (more than 1/2-mile from an existing transit route, yet having an opportunity for a relatively minor route adjustment or modification), and Category 3 (not near an existing transit route, and would require a new route or significant route modification).

Category 1

- Reserve at Ritchie Ranch
- Iron Ridge subdivision
- Crowley Park (depending on building/site location)
- Hilton Homes 2 Suite

- Carleton Acres
- Future high school
- San Joaquin Valley Homes (Greystone subdivision, Phase 3)
- Seefried Properties
- Parkwood
- Myrtle Avenue Senior Apartments
- Country Club Plaza
- Untitled (Ben Maddox and Caldwell)
- Untitled (SEC: Visalia Parkway and Mooney)
- Orchard Walk West (Phase 2)
- The Commons

Category 2

- Crandell subdivision
- Pratt Family Ranch
- Crowley Park (depending on building/site location)
- Cap Rock: Phase 2
- Ritchie land annexations
- Sequoia Bend Estates
- Marchin Place
- Brackenwood II (The Grove)

Category 3

- Barn and Wood TSM

Summary of recent "Unmet Transit Needs" public comments

As a recipient of State Transportation Development Act (TDA) funding, the City is required to conduct an annual public hearing to solicit public input regarding potential "unmet transit needs." To round out Chapter 5: Needs Assessment, the consultant reviewed a TCAG summary of the most recent public comments from the TDA Article 8 public hearings. Inclusion of this information within the Needs Assessment does not constitute a positive finding of "unmet need" as defined by the TDA and/or the Tulare County Association of Governments. These include:

- Prepare an inventory of bus stops.
- Extend weekday evening service by three hours.
- Reinstate the former Route 7. Several requests.
- Introduce service along Ben Maddox between Walnut and Caldwell. Create a bus stop at Monte Verde.
- Display the driver's names inside the front of each dial-a-ride vehicle.
- Introduce bus service to Fresno State. Multiple requests.
- Introduce service along Houston.

- Introduce service to Fresno Airport.
- Use smaller buses/vehicles.
- Non-specific requests for increased service frequency.
- Introduce service on or near Golden West.

Chapter 6: Service Recommendations

The objective of this chapter is to present a selection of potential service and program enhancement opportunities specific to the City of Visalia's public transit program. The recommendations presented herein reflect input received through the various public and community engagement activities, input from City and TCAG staff, demographic and financial forecasts, and the consultant's professional observations and insights.

The recommendations cover five broad categories: 1) administrative and policy, 2) operations, 3) marketing and public communications, 4) funding and coordination, and 5) capital and infrastructure.

Administrative and policy recommendations focus on regional partnerships and planning efforts. Operational recommendations include service optimization, route realignments, selective expansions, and improvements to service frequency. Marketing and public communications recommendations focus on the communication of service information. Funding and coordination consider opportunities for partnerships between various public and private entities (chiefly within the Visalia Urbanized Area). Finally, capital and infrastructure recommendations address vehicle/fleet, transit maintenance facilities, bus stop improvements, and the Active Transportation Network.

Recommendations

1. *Increase staffing.*

The City of Visalia's Transit Division is within the City's Administration Department. A full-time Transit Manager oversees the Transit Division, reporting to the Assistant City Manager. Two analyst positions report directly to the Transit Manager: Financial Analyst and Management Analyst. The Financial Analyst manages a Senior Accounting Assistant and two Office Assistants. The Management Analyst manages a Senior Office Assistant and Community Outreach Coordinator. The Transit Manager also provides oversight to Building Technicians and Maintenance staff.

The Transit Manager has been in place for approximately three years. The Management Analyst has been employed with the City for approximately two years. While he has prior experience working with a larger transit operator, his position was chiefly fleet maintenance oriented. At Visalia, his primary responsibility is day-to-day oversight of the Transit Operations and Maintenance contractor.

The Financial Analyst recently celebrated her twenty-first anniversary with the City; nearly all of which has been transit finance-related. As such, the Financial Analyst brings a significant and valuable body of knowledge to the City's transit program.

In addition to managing the various functions typically associated with a mid-size public transit program, the City is responsible for customer service functions supporting the full slate of transit operators within Tulare County. This function includes a call center as well as staffing a customer service counter at the City's downtown transit center.

Based on our interaction with the City's three management staff, it appears there is an excessive workload for both the Transit Manger and the Management Analyst. Management of public transit programs has become increasingly complex across the past decade. The level and complexity of local, state, and federal compliance requirements has increased steadily. The requirements and demands of transit-related technology (i.e., service monitoring, ITS, customer-facing information, etc.) has grown increasingly complex and specialized.

Given the preceding, Moore & Associates offers three near-term recommendations: 1) consider recruitment of second Management Analyst, preferably a mid-career professional; 2) consider enrolling Management Analyst(s) in the Transit and Paratransit Management Certificate program offered by the University of the Pacific; and 3) arrange Syncromatics software (vendor) training for the Management Analyst and other staff as warranted by respective responsibilities (discussed further in Recommendation 3).

2. Upgrade or replace fareboxes.

The current GFI fareboxes were purchased in 2013. Since that time there have been many advances in farebox technology including incorporation of "smart card" capability.

The overall reliability has declined while support costs for the current fareboxes has increased. These fareboxes appear to have reached the end of their practical service life, and their respective age limits for Visalia Transit's technological growth potential.

Given the complexity and cost associated with total farebox replacement, City staff has identified an opportunity to participate in a "purchase partnership" with other transit providers in the region. Among the anticipated benefits are reduced unit cost, increased technical support, and increased support for regional transit fare initiatives.

3. Syncromatics training for staff.

Syncromatics is a powerful web-based dispatch and vehicle tracking software. It includes a variety of software elements offering enhanced transit operations reporting, real-time customer/passenger information, information interface with customer digital signage (typically at transit centers), "next step" announcements to support ADA compliance, passenger counting (i.e., boarding and alighting activity), onboard WiFi capability, and paratransit dispatch support software.

During the course of preparation of the City's 2022 Short Range Transit Plan, there have been numerous instances where the consultant team has attempted to acquire a variety of performance data through Visalia Transit's current Syncromatics set-up. In some cases, we were advised the City does not own the related software module, in others there was an absence of module-specific staff training.

Simply put, good decisions start with good information (data). Having ready access to quality performance data such as accurate boarding and alighting counts, on-time performance by individual bus stops, and vehicle tracking information support quality and effective transit service planning.

We recommend the City retain a qualified professional to objectively evaluate the continued usefulness of the current Syncromatics software, identify options for software upgrade and/or replacement, evaluate cost options for obtaining the desired (future) software, and research the cost and availability of Syncromatics training for Visalia Transit staff.

4. Bus stop amenities improvements.

The bus stop serves as the "front door" to the community's public transit service. For this recommendation, "bus stop amenities improvements" refer to street furniture, path of access, signage, etc.

A system-wide Bus Stop Improvement Plan should include a comprehensive inventory of all bus stops within the Visalia Transit service area, including a description and condition of the amenities at each location (i.e., bench, shelter, lighting, trash receptacle, transit service information, etc.), as well as which route(s) serve the stop.

Once the inventory has been compiled, improvements should be prioritized based on daily activity level, ADA compliance, and overall condition. Amenities which are damaged or worn should be prioritized for replacement, and high-activity stops should be prioritized for the addition/installation of amenities. New stops added as a result of a service change or expansion should be prioritized for the installation of amenities.

At a minimum every stop should feature a pole and appropriate signage. A unique numeric identifier should also be included. Further every stop should include either a customer service phone number or a link (QR code) to the Visalia Transit website.

5. Implement neighborhood circulators as feeders to trunk routes.

Public requests for smaller vehicles which could go deeper into neighborhoods was revealed through both the community survey and the community workshops.

At present, approximately 65 percent of the households in Visalia are within "reasonable walking distance" (defined as within a half mile) of a Visalia Transit bus stop. Time and time again transit market research confirms that "ease of accessibility" is a key decision factor (among non-riders evaluating the viability of transit patronage). The availability (and awareness) of a bus stop within close proximity of the potential rider's residence weighs heavily in the decision-making process.

The current Visalia Transit route network covers approximately 70 percent of the city of Visalia. While minor routing adjustments will continue to be made to address operational issues as well as the completion of new residential and commercial development, Visalia Transit is essentially a mature transit system with an overall effective route network. Historically transit alignments have been located along key arterials throughout Visalia.

Increasing the percentage of Visalia households within reasonable walking distance of transit would require a significant change in service delivery. We believe the most cost-effective means of accomplishing this would be through incremental introduction of neighborhood circulators operating within defined geographic parameters. For example, a single vehicle would operate within a defined neighborhood/area providing on-demand service. Once or twice hourly (determined chiefly by the size of the service area), the "neighborhood circulator" would connect with one of Visalia Transit's "trunk line" routes providing seamless connections for down-line travel. While this service approach would likely increase the number of two-seat trips, it would bring transit service closer to a larger share of Visalia Transit households.

To support public acceptance of the "neighborhood circulator" service concept we recommend the transfer or connection be provided at no-cost. At first blush it may appear the City would be sacrificing a potentially large number of transit fares. However, if the ridership pattern for the proposed "neighborhood circulators" mirrors that of the overall Visalia Transit system, the majority of (ongoing) transit riders would likely embrace multi-ride fare options (i.e., passes).

As is our practice with new transit services we recommend the "neighborhood circulator" concept be approached on a trial or demonstration project basis, and that realistic service performance targets be agreed upon in advance of service initiation.

6. Maintain minimum 30-minute service frequency throughout service day on Routes 1 and 2. Implement 15- to 20-minute service frequency during AM and PM peak service.

Transit market research conducted across the years reveals service frequency is among the top three decision factors (among non-riders) when evaluating the potential for transit use. This research also confirms 30-minute service frequency is the minimum desired service standard.

Across the past several years Visalia Transit has made significant inroads enhancing service frequency on its highest productivity (i.e., highest ridership) routes: Routes 1 and 2. Collectively, these two routes account for approximately 43 percent of total system ridership in an average month.

At the time of the 2022 SRTP update, the service frequency on Route 1 was 15 minutes from 600 a.m. to 700 p.m. (weekdays), and 30 minutes from 700 p.m. to 900 p.m. (weekdays). Weekend service has a 20-minute frequency between 800 am to 600 p.m.

The current service frequency on Route 2 is 30 minutes for both weekday and weekend service. The service span for Route 2 is 600 a.m. to 830 p.m. on weekdays, and 800 a.m. to 530 p.m. on weekends.

We recommend the City maintain the current service frequency on Route 1, and consider implementing increased service frequency (weekdays only) on Route 2 on a trial or demonstration project basis. The ideal would be to match Route 1's service frequency from 600 a.m. to 700 p.m. (weekdays only). If this is not possible, we recommend 15-minute service frequency be offered from 700 a.m. to 1000 a.m., and again from 300 p.m. to 700 p.m. (weekdays only).

Moore & Associates does not recommend any change to service frequency for Routes 1 and 2 specific to weekend service.

7. Consider utilizing dial-a-ride vehicles to provide weekday evening "first and last mile" coverage.

The majority of participants in the fixed-route/transit rider survey were deemed to be work-age adults, with 32 percent indicating being employed. The consultant believes this to be particularly significant given the timing of the survey as well as the perceived impact which the pandemic has had on many retail and service businesses throughout Visalia.

Based on reported annual income, we conclude many Visalia Transit riders are employed within the local retail and service sectors. Such employment typically includes work hours outside the traditional "8 to 5" business day. As such, the availability of transit service into the late evening/night has historically been a "most requested" service enhancement.

Given the significant reduction in transit demand attributable to the pandemic combined with the consultant's conservative approach to transit service development, we recommend the City consider approaching the ongoing requests for "extended evening" transit service on an incremental as well as trial basis. That is, we do not believe it would be fiscally responsible to introduce such service across all Visalia Transit local service routes given the significant differences in individual route productivity (i.e., ridership).

While Routes 1 and 2 offer both extensive coverage as well as good service frequency, there are still many portions of the City left "uncovered." Therefore, to maximize mobility options for the target market segment (i.e., persons working until 900 p.m. at local businesses), we recommend either utilization of a

couple of City dial-a-ride vehicles so as to provide essentially "first and last mile" coverage, or a trial (short-term) agreement with Uber, Lyft, or a local taxi company. Upon fare payment, riders would be offered a "voucher" valid for the connecting ride. Such a "voucher" would be valid for a limited period of time (say, 800 p.m. to 1000 p.m. on weekdays), only on the day of issue, and only within the defined service area.

Given the trial nature of the recommended service we recommend the City define a relatively limited (initial) service area (for example, within two miles of the route alignments of Routes 1 and 2.) Alternatively, the trial service area could be defined further so as to focus on a specific quadrant within the city of Visalia.

8. Evaluate return of Route 7 to prior alignment.

One of the primary outcomes of the City's 2017 SRTP was the redesign of then Routes 7a and 7b. Yet despite the passage of nearly five years, there is still a desire among both transit riders as well as former riders to reinstate the former route alignment.

While the City is planning to create a satellite transit center off Mooney Boulevard, how such a development will impact the overall local service network is unknown to the consultant. (We believe the primary objective is to eliminate the need of transit riders in the City's southwest quadrant to travel to the downtown transit center in order to make certain bus-to-bus transfers.)

Despite the above, we believe introduction of the satellite transit center provides an opportunity to re-evaluate the current Route 7 routing and to identify cost-effective options for addressing requests for increased service. For example, destinations which are now unserved due to the modification of Route 7 include Town Meadows senior housing and Oak Meadows senior housing, linking to Target and other nearby shopping establishments.

9. Work with COS to establish an inter-campus shuttle. School days only.

Historically, individuals enrolled and/or employed at the College of the Sequoias' main campus (Mooney Blvd, Visalia) have represented a significant component of Visalia Transit's overall ridership.

Obviously, this has changed during the last couple of years as the majority of College of the Sequoias' classes have transitioned to virtual formats. The desire for an inter-campus shuttle was revealed through the community survey and the onboard (transit rider) survey.

While introduction of a single-seat express service linking College of the Sequoias' main campus with its Tulare satellite campus would be the ideal, a few public transit options currently exist. For example, Visalia Transit Route 11x links the downtown Visalia Transit Center with the Tulare Transit Center via Mooney Boulevard. This route offers 30-minute service frequency on weekdays between 630 a.m. and 900 p.m.

The former Tulare Transit Route 7 (now operated by Tulare County Regional Transit Agency) links College of the Sequoias' Tulare campus with the Tulare Transit Center. This provides a two-seat ride with a free transfer.

Visalia Transit Route 1 links the downtown Visalia Transit Center with Government Plaza on Mooney Boulevard. Here, transit patrons can connect with TCAT Route 40 which serves the College of the Sequoias' Tulare campus.

While the consultant believes this request from the public warrants further review, we believe further consideration should be contingent on three factors: 1) resumption of in-person classes at both the main College of the Sequoias' campus and the Tulare satellite campus, 2) objective quantification of likely demand (usage), and 3) identification of a sustainable funding arrangement between the City and College of the Sequoias.

10. Support and increase awareness of the bus-bike connection.

Providing an effective interface between public transit and bicycling typically results in an expanded "transit footprint" within a given community. This is particularly promising given the relatively level topography present throughout the Visalia Transit local service area. The catalyst for this recommendation was discussion arising at one of the project's community workshops as well as the community survey.

At the time of the 2022 SRTP update, all Visalia Transit fixed-route buses were equipped with easy-to-use bike racks capable of holding two bikes. There is currently a two-position bike rack on the front of each bus. While some large metropolitan area transit operators have installed three-position bike racks, doing so has raised concerns regarding (allowable) overall vehicle length.

In the consultant's professional opinion this request suggests two opportunities. First, increased targeted promotion of the marketing/public communications regarding the availability of bike racks, production of a bilingual online "how to" video, and the potential importance of the bus-bike connection. Second, increase in bicycle infrastructure (e.g., racks, storage pods) at transit centers as well as at high transit activity locations. Some Moore & Associates' clients have secured funding from Caltrans to support the purchase, installation, maintenance, and promotion of bus-bike infrastructure.

11. Introduce fixed-route service to new developments.

As part of the SRTP service planning process, Moore & Associates reviewed 23 near-term residential or commercial development sites within Visalia to determine how each could potentially be served by Visalia Transit. Collectively, these 23 projects are expected to be completed within the next five years; a period which coincides with the SRTP's planning horizon.

Seven Visalia Transit routes travel within relative proximity of the various emerging developments: Routes 5, 7, 8, 9, 15, 16, and 17. Except for Route 9 (current recovery time: 13 minutes), each of the remaining six routes has a current recovery time ranging from zero to 10 minutes. "Recovery time" is synonymous with layover time (i.e., the time available before the start of the next run.

As background, ten minutes is the minimum standard for transit recovery time. Therefore, in order to provide transit service that is within reasonable walking distance of (any of) the proposed developments we believe the City has three options: 1) increase the number of buses operating on a given route, thereby increasing both recovery time and service frequency; 2) delete low-productivity portions of existing routes (essentially sacrificing existing riders in order to attract potential riders); or 3) create a new route with appropriate run-time and recovery time. Selection of any of these options is likely to increase Visalia Transit's overall operating costs.

In October 2021 the City introduced Route 17, which offers 30-minute frequency (with zero recovery time) between Visalia Medical Clinic and Kelsey/Hillsdale. This newest route provides service on weekdays from 6:00 a.m. to 9:30 p.m.; and on weekends from 8:00 a.m. to 5:30 p.m. Ridership activity on Route 17 was approximately 200 rides within the first two weeks.

According to Federal Highway Administration (FHWA) research, most people are willing to walk for five to ten minutes (or approximately one-quarter to one-half mile) to a transit stop. Therefore, in order to encourage transit usage, safe and convenient pedestrian facilities should be provided within one-quarter to one-half mile of transit stops. (Note: Bicyclists are often willing to ride significantly further than one-half mile to access transit stops/facilities depending on local topography.)

Route 17 travels within reasonable walking distance of four of the 23 developments: Iron Ridge subdivision, Crowley Park, Hilton Homes, and Seefried Properties. A fifth development (Marcin Properties) is approximately three-quarters of a mile from the Route 17 alignment.

The Needs Assessment (Chapter 5) identifies the 23 developments; segregates them into one of three "proximity" categories; and suggests possible route modification opportunities.

12. Install driver name placards inside the front of DAR vehicles.

The catalyst for this recommendation was the Dial-A-Ride customer survey conducted in August 2021.

The performance of the dial-a-ride driver team is a key contributor to actual as well as perceived customer satisfaction. Given the highly customized nature of the dial-a-ride service, the relationship between the driver and the customer is critical. Successful bonding can start with knowing the driver's name. To support this, we recommend installation of driver name placards on the front interior panel of each dial-a-ride vehicle. This is a low-cost "improvement," and commonplace at many paratransit providers. In some instances, both first and last names are displayed; in others, simply the driver's first name.

13. Repair to maintenance facility (yard) concrete.

The City's Transit Operations and Maintenance Center was constructed in 2007. Since that time, the size and composition of the transit fleet have changed, the fleet's fueling needs have changed, and fleet technological needs have changed.

While the core facility has significant "useful life" remaining, both the structures as well as surrounding yard warrant repair and/or rehabilitation. Based on a cursory review of the facility, the consultant noted many areas of cracking/broken concrete, cracking curbs and gutters, ineffective drainage, and ineffective fleet parking space allocation. The area around the fuel island is cracking due to settling of adjacent pavement. The growth/maturation of on-site trees and vegetation warrant repair/expansion of tree wells as well as planters throughout the property.

We also recommend a comprehensive review of the entire property/facility to ensure current security requirements and protocols are being addressed.

14. Institute travel training program.

Travel training, as a mobility-enhancing strategy, has become increasingly commonplace, especially for medium to large transit programs. This is especially true for transit programs which serve significant numbers of seniors and/or persons with disabilities. Effective travel training serves to mitigate the barrier of the "unknown," assisting new or infrequent transit users to increase their comfort levels (and often that of their family members and/or caregivers).

Travel training programs serve a dual purpose. First, they raise awareness about what transit options are available; and second, they teach the skills needed to effectively use public transit. Travel training can be provided on an individual or group basis. This would enable social service organizations and other programs to host travel training sessions for their clients. Initial activities should focus on historically ride-dependent populations, including seniors, persons with disabilities, and low-income individuals. Some areas of emphasis should include how to use the demand-response (dial-a-ride) service as well as how to navigate the fixed-route bus network.

Moore & Associates believes many social service organization clientele warrant an additional educational step: on-site mobility or travel training. This would involve a qualified Visalia Transit representative visiting social service locations throughout the local service area to conduct short informational presentations, question/answer sessions, and "hands-on demonstrations" (e.g., how a wheelchair lift works, securing mobility devices, how to pay for a transit ride, rider behavior protocol, etc.).

In conducting successful travel training activities across the past 20 years, our approach has included a "tool kit" of service materials, a supply of free-ride tickets, a short (large font) presentation/discussion guide, and question/comment cards (for attendees too shy to verbally ask questions). We recommend limiting the group size to 12 and capping the session duration at 75 minutes. Given the likely target of the

proposed travel training sessions would be mobility-limited/disadvantaged individuals, having an actual dial-a-ride vehicle and a driver also attend has helped break through the unfamiliarity or hesitancy barrier.

Finally, we recommend (initially) conducting two sessions/month, preferably assigning the same "trainer" as there is a rhythm which will emerge following completion of the first few sessions.

15. Ensure transit website and GTFS information is kept up-to-date.

Assign monitoring and updating Visalia Transit information to a dedicated staff member. Ensuring accurate and up-to-date transit information plays a critical role for the selection of transit by potential riders and non-riders. We recommend a monthly review of both the transit website content and the GTFS feed be completed. Perhaps the most likely person to complete this would be the Transit Community Outreach Coordinator.

16. Enhance Transit website.

While the City's transit website includes many of the components which the consultant believes is important to support existing customers and attract potential customers, it is important to stay abreast of the latest technology. Potential website enhancements could include providing all content in Spanish and building a new transit-specific website that remains part of the overall City of Visalia website but can also be accessed directly through www.VisaliaTransit.com, which is already owned by the City.

Another potential enhancement is offering transit fare media sales via the transit website.

17. Consider utilizing smaller vehicles, especially for lower productivity routes and/or neighborhood circulators.

The catalyst for this recommendation was the community workshops as well as the community survey (chiefly non-transit riders).

One of the more common criticisms of public transit voiced by (chiefly) non-transit users is the perception that the sponsoring entity "continues to drive large, empty buses around town." This perception has been heightened given the overall decline in transit ridership attributable to the pandemic. Critics often also perceive "large buses" as noisy as well as dirty (i.e., polluting). In reality, the Visalia Transit fleet is now "cleaner" and "quieter" than ever before. Nonetheless, some of the criticisms warrant consideration.

As noted elsewhere in this chapter, two or three of Visalia Transit's local service routes transport the lion's share of the total ridership. It is unlikely this situation will change absent a full-scale service redesign.

While the pandemic has certainly presented numerous challenges to public transit providers, we believe it can also be seen as an "agent for change" in a positive sense. Of the more obvious opportunities is an overall review of service delivery.

Several Visalia Transit routes have relatively low ridership (productivity), and are very likely to remain so. Essentially, they provide "coverage" within a given portion of the overall service network. We suspect it is these low-ridership routes that often lead to the perception of "operating empty buses," especially if the observation is made during off-peak periods (i.e., outside AM and PM commute times).

Moore & Associates envisions two opportunities here. First, substitution of smaller vehicles for larger buses on historically low-productivity routes. Given pre-pandemic as well as recent passengers/revenue hour data, utilization of a smaller vehicle (say, 12 to 15 seats) would adequately/effectively match current as well as forecast demand. While the City pays a fixed-hourly fee to its operations contractor, there is potential for cost savings based on fuel (miles per gallon), vehicle cost (smaller vehicle = lower purchase cost), and potentially lower labor cost (lower vehicle capacity, lower GVW, and no need for air brake certification).

18. Introduce service along Ben Maddox between Walnut and Caldwell.

Requests for the introduction of fixed-route transit service along Ben Maddox between Caldwell Avenue and Walnut Avenue were revealed via the community survey. The distance between Caldwell and Walnut Avenues is approximately 1.2 miles.

At present, three Visalia Transit routes travel through the area: 1) Route 5 has a stop at Walnut Avenue and Ben Maddox, then continues north on Ben Maddox; 2) Route 9 also has a stop on Walnut Avenue and Ben Maddox, then continues north on Ben Maddox; and 3) Route 12 travels east/west on Caldwell Avenue, with stops (southwest corner and northeast corner) at Caldwell and Ben Maddox.

The areas adjacent to Ben Maddox are chiefly residential, with some commercial along Ben Maddox itself. None of the three Visalia Transit routes serving this area have sufficient additional run-time to allow/support a route modification. Therefore, we conclude the most cost-effective means of responding to this public request would be via a trial neighborhood circulator serving both sides of Ben Maddox between Caldwell Avenue on the south and Walnut Avenue on the north. Such an arrangement could provide timed connections with one of more of the current routes traveling through the area.

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Chapter 7: Operations Plan

Chapter 7: Operations Plan is intended to provide further details regarding the recommendations presented in Chapter 6: Service Recommendations. Prior to its inclusion herein, the slate of 18 recommendations was discussed with City of Visalia Transit Staff as well as TCAG's project manager. From these discussions, revisions to the "List of 18" were made: 1) expand the list to include a recommendation specific to transit security, 2) include additional discussion specific to ITS/technology opportunities, and 3) include a recommendation specific to the fielding of an on-demand trial service within Visalia Transit's local service area.

In addition to providing implementation details, Chapter 7 also includes a recommended (relative) prioritization of the individual recommendations (e.g., short-term, medium-term, or long-term), and the identification of potential funding source(s) (where appropriate). Short-term is defined as within the next 18 months, medium-term as within 18 months to three years, and long-term as within three to five years.

In preparing Short Range Transit Plans for numerous clients throughout California and the West, the Operations (or Implementation) Plan chapter of the project report has been likened to a five-year "roadmap" or "punch list" for the continuing development of the client's respective public transit program. We hope the City of Visalia will come to view its SRTP in a similar manner.

Lastly, to enhance the utility of Chapter 7, the recommendations included herein have been segregated into four broad categories: 1) Administrative (including policies), 2) Operations, 3) Capital/Technology, and 4) Marketing and Community Outreach.

A summary of the recommendations is provided in Exhibit 7.0.1.

Exhibit 7.0.1 Prioritized recommendations

#	Recommendation	Category	Short, medium, long-term
1	Increase staffing.	Administrative	Short
2	Increase security.	Administrative	Short
3	Install driver name placards inside the front of DAR vehicles.	Administrative	Short
4	Implement neighborhood circulators as feeders to trunk routes.	Operations	Medium
5	Maintain minimum 30-minute service frequency throughout service day on Routes 1 and 2. Implement 15- to 20-minute service frequency during AM and PM peak service.	Operations	Short
6	Consider utilizing dial-a-ride vehicles to provide weekday evening "first and last mile" coverage.	Operations	Short
7	Work with COS to establish an inter-campus shuttle. School days only.	Operations	Long
8	Introduce transit service to new developments.	Operations	Medium
9	Consider utilizing smaller vehicles, especially for lower productivity routes and/or neighborhood circulators.	Operations	Medium
10	Introduce service along Ben Maddox between Walnut and Caldwell.	Operations	Medium
11	Upgrade or replace fareboxes.	Capital	Medium
12	Syncromatics training for staff.	Capital	Short
13	Bus stop amenities improvements.	Capital	Medium
14	Transit Operations and Maintenance Facility.	Capital	Short/Medium
15	Support and increase awareness of the bus-bike connection.	Marketing	Short
16	Institute travel training program.	Marketing	Short
17	Enhance transit website/Ensure transit website and GTFS information is kept up-to-date.	Marketing	Short

7.1 Administrative

1. Increase staffing.

As cited in Section 3.4, Visalia Transit would benefit from additional 1.0 FTE to assist with increasingly complex oversight and reporting requirements. Moore & Associates recommends recruitment of an additional Management Analyst, preferably a mid-career professional with public transit experience especially project management and preferably technology oriented. Among the responsibilities which could be delegated to such a person would be: 1) heading up the farebox replacement project, 2) increasing in-house knowledge/capabilities regarding the Syncromatics platform, and 3) oversight of the proposed Bus Stop Improvement initiative. The total compensation range for this position would likely be between $75,000 and $100,000 annually.

We also recommend the City's Management Analysts (current staff and future hires) be enrolled in the Transit and Paratransit Management Certificate program offered by the University of the Pacific (Stockton, CA). Since Fall 2020, this formerly in-person professional development opportunity has introduced a "virtual" or online equivalent. The certificate program is composed of eight courses. Each one-day class includes four hours of asynchronous (prep) work and three hours of synchronous (virtual class) work. The fee for each class is $425, and an eight-class tuition of $2,695 is also available. Caltrans awards two scholarships annually covering 50 percent of the class registration fees.

Lastly, Moore & Associates recommends the City negotiate with Syncromatics for staff training specific to the hardware and software currently in use by Visalia Transit. Further details are included within Recommendation 5.

Exhibit 7.1.1 Cost of additional staff and training

	FY 2022/23	FY 2023/24	FY 2024/25	FY 2025/26	FY 2026/27
Additional salary & benefits	$87,500	$87,500	$87,500	$87,500	$87,500
Training/certificate program	$5,390	$2,695	$2,695	$500	$500
Total	**$92,890**	**$90,195**	**$90,195**	**$88,000**	**$88,000**

2. Install driver name placards inside the front of dial-a-ride vehicles.

The catalyst for this recommendation was the Dial-A-Ride customer survey conducted in August 2021.

The performance of the dial-a-ride driver team is a key contributor to actual as well as perceived customer satisfaction. Given the highly personalized nature of the dial-a-ride service, the relationship between the driver and the customer is critical. Successful bonding can start with knowing the driver's name. To support this, we recommend installation of driver name placards on the front interior panel of each dial-a-ride vehicle. This is a low-cost "improvement," and commonplace at many paratransit providers. In some instances, both first and last names are displayed; in others, simply the driver's first name.

7.2 Operations

3. Implement neighborhood circulators as feeders to trunk routes.

The Texas A&M Transportation Institute defines circulator bus transit as a short-distance, circular, fixed-route transit mode linking riders within an area (neighborhood) with major destinations. Across the past couple of decades, two forms of circulator bus transit have emerged: downtown circulators (think the former Visalia Towne Trolley) and neighborhood circulators.

A neighborhood circulator typically provides service within low-density suburban communities. In doing so it provides access to popular local destinations such as schools, grocery stores, and shopping centers. Neighborhood circulators help residents get to their favorite local destinations without the need to use a personal vehicle (car). This service mode typically results in many benefits including decreasing single-occupant vehicle trips, reducing greenhouse gas emissions, and fostering the development (or redevelopment of) suburban spaces, all the while enhancing community (neighborhood) mobility.

At present approximately 65 percent of Visalia households are within "reasonable walking distance" (defined as within a half mile) of a Visalia Transit bus stop. Time and time again transit market research confirms "ease of accessibility" is a key decision factor among potential transit riders evaluating use of public transit. The availability (and awareness) of a bus stop within close proximity of the potential rider's residence weighs heavily in the decision-making process.
Increasing the percentage of Visalia households within reasonable walking distance of transit service could entail a significant change in service delivery. We believe the most cost-effective means of accomplishing this would be through incremental introduction of neighborhood circulators operating within defined geographic parameters. For example, a single vehicle would operate within a defined neighborhood/area providing on-demand service. Once or twice hourly (determined chiefly by the size of the service area), the "neighborhood circulator" would connect with one of Visalia Transit's "trunk line" routes providing seamless connections for down-line travel. While this service approach would likely increase the number of two-seat trips, it would bring transit service closer to a larger share of Visalia Transit households.

To support public acceptance of the "neighborhood circulator" service concept we recommend the transfer or connection be provided at no-cost. At first blush it may appear the City would be sacrificing a potentially large number of transit fares. However, if the ridership pattern for the proposed "neighborhood circulators" mirrors that of the overall Visalia Transit system, the majority of (ongoing) transit riders would likely embrace multi-ride fare options (i.e., monthly passes).

As is our philosophy regarding new transit services, we recommend the "neighborhood circulator" concept be approached on a trial or demonstration project basis, and that quantifiable service performance targets be agreed upon in advance of service initiation.

4. Maintain minimum 30-minute service frequency throughout service day on Routes 1 and 2. Implement 15–20-minute service frequency during AM and PM peak service.

Transit market research conducted across the years reveals service frequency is among the top three decision factors (among non-riders) when evaluating the potential for transit use. This research also indicates 30-minute service frequency is the minimum desired service standard.

Across the past several years Visalia Transit has made significant inroads enhancing service frequency on its highest productivity (i.e., highest ridership) lines: Routes 1 and 2. Collectively, these two routes account for approximately 43 percent of total system ridership in an average month.

At the time of the 2022 SRTP update, the service frequency on Route 1 was 15 minutes from 6:00 a.m. to 7:00 p.m. (weekdays), and 30 minutes from 7:00 p.m. to 9:00 p.m. (weekdays). Weekend service has a 20-minute frequency between 8:00 a.m. to 6:00 p.m.

The current service frequency on Route 2 is 30 minutes for both weekday and weekend service. The service span for Route 2 is 6:00 a.m. to 8:30 p.m. on weekdays, and 8:00 a.m. to 5:30 p.m. on weekends.

We recommend the City maintain the current service frequency on Route 1, and consider implementing increased service frequency (weekdays only) on Route 2 on a trial or demonstration project basis. The ideal would be to match Route 1's service frequency from 6:00 a.m. to 7:00 p.m. (weekdays only). If this is not possible, we recommend 15-minute service frequency be offered from 7:00 a.m. to 10:00 a.m., and again from 3:00 p.m. to 7:00 p.m. (weekdays only).
Moore & Associates does not recommend any change to service frequency for Routes 1 and 2 specific to weekend service.

5. Consider providing extended weekday evening service on Routes 1 and 2. Introduce "first and last mile" coverage.

The majority of respondents to the Fall 2021 customer/transit rider survey were deemed to be work-age adults, with 32 percent indicating being currently employed. Further, based on reported annual income, we conclude many Visalia Transit riders are employed within the local retail and service sectors. Such employment typically includes work hours and days outside the traditional Monday through Friday "8 to 5" business day.

Coincidentally, public requests for extension of transit service into late evening/night hours has been a recurring request for at least the last three to five years (based on review of the TCAG's TDA Article 8 "unmet transit needs" public testimony).

Visalia Transit Routes 1 and 2 collectively account for approximately 43 percent of total system ridership during an average month. At the time of the 2022 SRTP update, Route 1 operated until 9:00 p.m. on weekdays, while Route 2 operated until 8:30 p.m. on weekdays.

To address the mobility needs of persons holding late evening/night employment, we recommend the City extend weekday service on Route 1 and 2 until 10:00 p.m. on a trial or demonstration project basis.

While Routes 1 and 2 provide considerable coverage, there are still many portions of the City that would not be accessible via transit. Therefore, to maximize mobility options for Visalia residents working until 9:00 p.m. at local businesses, we recommend introduction of a trial "first and last mile" service limited to connections from/to Routes 1 and 2 from 8:00 p.m. until 10:00 p.m. on weekdays. To accomplish this, we recommend the City either provide said service itself using a pair of City-owned dial-a-ride vehicles or enter into a short-term agreement with Uber, Lyft, or a local taxi company.

The following exhibits illustrate potential coverage areas for connecting or feeder services with Route 1 and Route 2.

Exhibit 7.2.1 Potential Route 1 "home-end" first-last mile service area

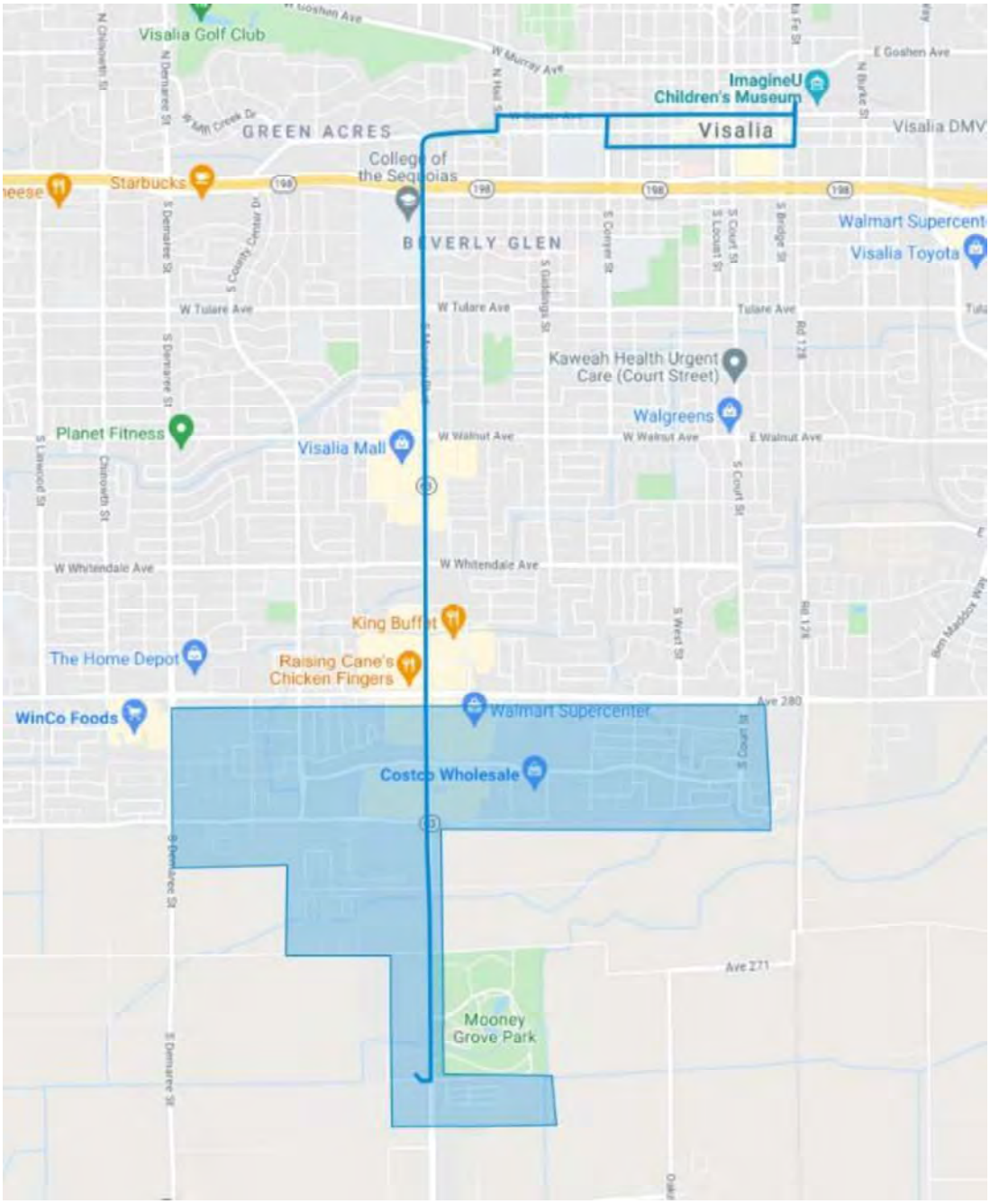
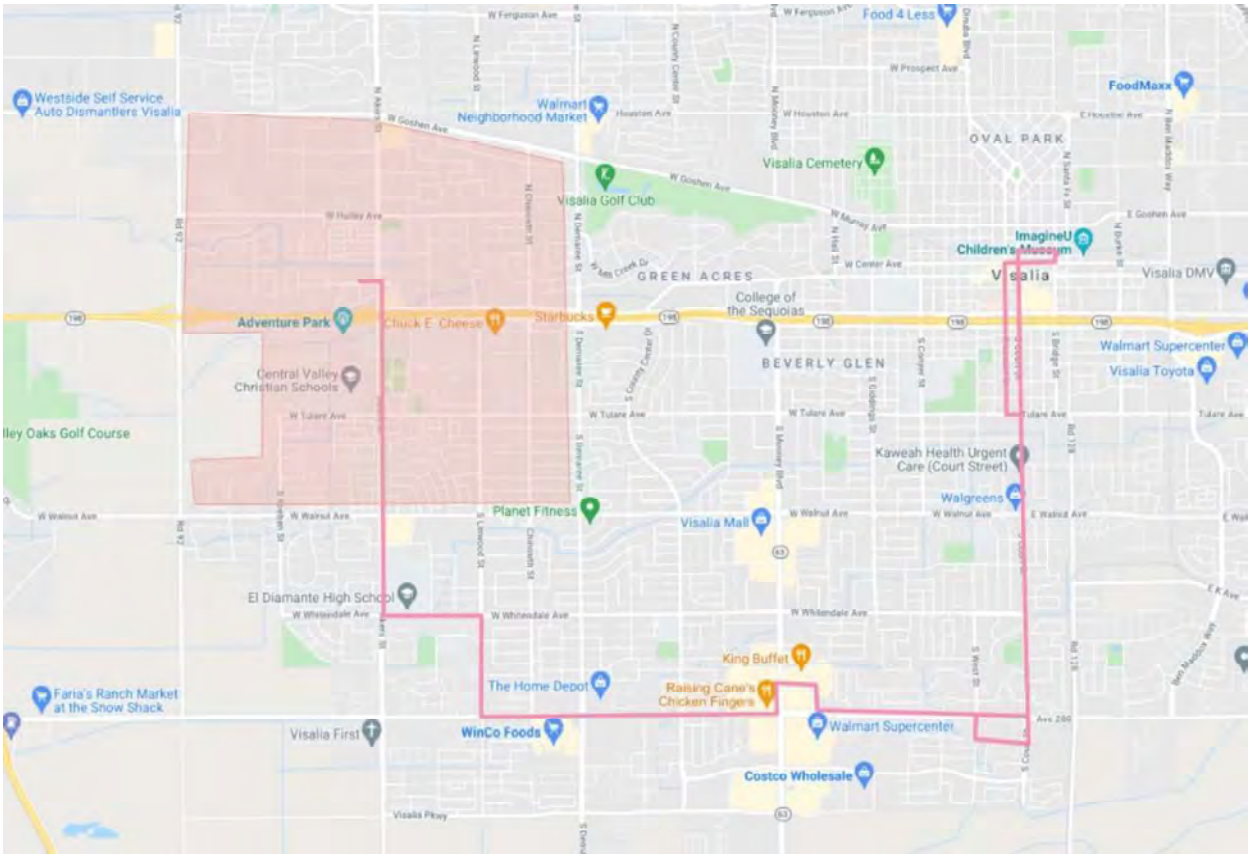


Exhibit 7.2.2 Potential Route 2 "home-end" first-last mile service area



Upon fare payment riders would be offered a "voucher" valid for a connecting ride. This "voucher" would be valid for a specified period of time (from 8:00 p.m. to 10:00 p.m. on weekdays), only on the day of issue, and only within the defined service area. Given the trial nature of the recommended service enhancement we recommend the City define (using geo-fencing software) a relatively limited (initial) service area. For example, within two miles of the "home end" portions of Routes 1 and 2. Alternatively the trial service area could be defined further so as to focus on a specific quadrant within the city of Visalia.

The trial "first and last mile" service would provide on-demand service between a Route 1 or 2 bus stop and a single destination within the designated service area. Prospective riders would be responsible for reserving the desired "first and last mile" trip. Lastly, it is assumed this service would operate on a "shared-ride" basis.

6. Work with COS to establish an inter-campus shuttle (school days only).

Historically, individuals enrolled and/or employed at the College of the Sequoias' main campus (Mooney Blvd, Visalia) have represented a significant component of Visalia Transit's total ridership.

Obviously, this has changed during the last couple of years as the majority of College of the Sequoias classes have transitioned to virtual formats. The desire for an inter-campus shuttle was revealed through the community survey and the onboard (transit rider) survey.

While introduction of a single-seat express service linking the College of the Sequoias' main campus with its Tulare satellite campus would be the ideal, a few public transit options currently exist. For example, Visalia Transit Route 11x links the downtown Visalia Transit Center with the Tulare Transit Center via Mooney Boulevard. This route offers 30-minute service frequency on weekdays between 6:30 a.m. and 9:00 p.m.0630 and 2100 hours.

While the consultant believes this request from the public warrants consideration, we believe doing so should be contingent on three factors: 1) resumption of in-person classes at both the main College of the Sequoias campus and the Tulare satellite campus, 2) objective quantification of likely demand (usage), and 3) identification of a sustainable funding arrangement between the City and College of the Sequoias.

7. Introduce transit service to new developments.

As part of the 2022 SRTP update process, Moore & Associates reviewed 23 near-term residential or commercial development sites within Visalia to determine how each could potentially be served by Visalia Transit. Collectively these 23 projects are expected to be completed within the next five years; a period which coincides with the SRTP's planning horizon.

The Needs Assessment (Chapter 5) identifies the 23 developments; segregates them into one of three "proximity" categories; and suggests possible route modification options. In each instance an additional vehicle would be needed to provide adequate run-time to serve one or more of the new developments.

Alternatively, the City could consider implementing a flexible route, on-demand service to provide enhanced mobility for persons residing or employed at one or more of the new residential or commercial development locations.

The think-tank Eno Center for Transportation defines on-demand service as utilization of shared vehicles through a tech-enabled application such as TripShot, Via, or TripSpark. Here the vehicle will deviate from its route to a pick-up point within walking distance of the requester. Routes can be fully dynamic and adjusted in real-time based on traffic and demand or can change over the span of a few days.

8. Consider utilizing smaller vehicles, especially for lower productivity routes and/or neighborhood circulators.

The catalyst for this recommendation was the community workshops as well as the community survey (chiefly non-transit riders).

One of the more common criticisms of public transit voiced by (chiefly) non-transit users is the perception the City "continues to drive large, empty buses around town." This perception has been heightened given the overall decline in transit ridership attributable to the pandemic. Critics often also perceive "large buses" as noisy as well as dirty (i.e., polluting). In reality, the Visalia Transit fleet is now "cleaner" and "quieter" than ever before. Nonetheless, some of the criticisms warrant consideration.

As noted elsewhere in this chapter, a handful of Visalia Transit's local service routes transport the lion's share of the total ridership. It is unlikely this situation will change absent a full-scale service redesign.

While the pandemic has certainly presented numerous challenges to public transit providers, we believe it can also be seen as an "agent for change" in a positive sense. Of the more obvious opportunities is an overall review of service delivery.

Several Visalia Transit routes have relatively low ridership (productivity), and are likely to remain so. Essentially, they provide "coverage" within a given portion of the overall service network. We suspect it is these low-ridership routes that often lead to the perception of "operating empty buses," especially if the observation is made during off-peak periods (i.e., outside morning and afternoon peak travel times).

Moore & Associates envisions two opportunities here. First, substitution of smaller vehicles for larger buses on historically low-productivity routes. Given pre-pandemic as well as recent rides/revenue hour data, utilization of a smaller vehicle (say, 12 to 15 seats) would effectively accommodate current as well as forecast demand. While the City pays a fixed-hourly fee to its operations contractor, there is potential for cost savings based on fuel (miles per gallon), vehicle cost (smaller vehicle = lower purchase price), and potentially lower labor cost (lower vehicle capacity, lower GVW, and no need for air brake certification).

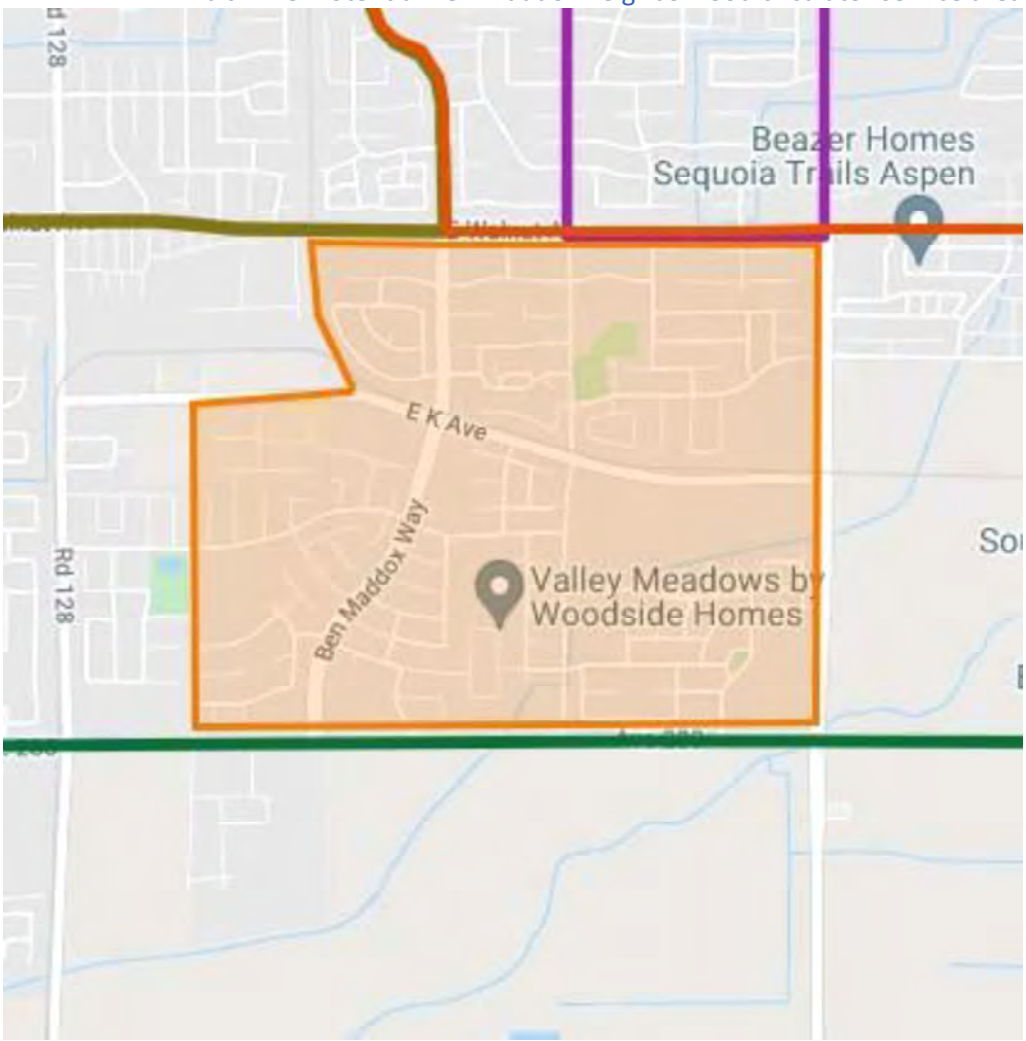
9. Introduce service along Ben Maddox between Walnut and Caldwell.

Requests for the introduction of transit service along Ben Maddox between Caldwell Avenue and Walnut Avenue were revealed via the community survey as well as recent TDA "Unmet Needs" public comments. The distance between Caldwell and Walnut Avenues is approximately 1.2 miles.

At present, three Visalia Transit routes travel through the area: 1) Route 5 has a stop at Walnut Avenue and Ben Maddox, then continues north on Ben Maddox; 2) Route 9 also has a stop on Walnut Avenue and Ben Maddox, then continues north on Ben Maddox; and 3) Route 12 travels east/west on Caldwell Avenue, with stops (southwest corner and northeast corner) at Caldwell and Ben Maddox.

The areas adjacent to Ben Maddox are chiefly residential, with some commercial along Ben Maddox itself. None of the three Visalia Transit routes serving this area has sufficient additional run-time to support a route modification. Therefore, we conclude the most cost-effective means of responding to this public request would be via a trial neighborhood circulator serving both sides of Ben Maddox between Caldwell Avenue on the south and Walnut Avenue on the north. Such an arrangement could provide timed connections with one of more of the current routes traveling through the area. See the map below for depiction of the proposed coverage area.

Exhibit 7.2.3 Potential Ben Maddox neighborhood circulator service area



7.3 Capital/Technology

10. Upgrade or replace fareboxes.

As discussed in Section 4.6, Visalia Transit's current GFI Odyssey fareboxes have reached the end of their useful life, having declined in reliability while incurring increased maintenance costs.

Moore & Associates believes purchase and installation of replacement "smart technology" fareboxes should be near the top of Visalia Transit's CY 2022 Capital Plan. The only reasonable contrary viewpoint would be if the City anticipates near-term adoption of a fare-free policy.

Given the complexity and cost associated with full-fleet farebox replacement, City staff has identified an opportunity to participate in a "purchasing partnership" with other transit providers in the region. Among the anticipated benefits are reduced unit cost, improved technical support, and the potential for participation in regional transit fare initiatives.

As noted within the increased staffing recommendations, we recommend one of the core responsibilities assigned to the proposed additional Management Analyst be procurement of the planned fareboxes. Once the specifics of the new farebox have been agreed upon, we also recommend all Transit staff attend "basic" farebox training (to be provided by the selected vendor). And that the current and future Management Analysts complete advanced training specific to farebox software data collection and reporting capabilities.

Training specific to farebox hardware maintenance and repair should be delegated to the City's transit operations contractor.

11. Syncromatics training for staff.

As noted in Section 4.6, the Syncromatics platform is a valuable resource for operations- and fleet-related data. However, the ability to effectively use this data requires training in report generation and other database activities.

During the course of preparing the City's 2022 SRTP Update, we concluded there is a need for current transit staff to obtain comprehensive training regarding the Syncromatics platform and its individual software components. We believe the best means of accomplishing this is via vendor-provided training conducted at the transit administration center. In addition, determining what information the City ultimately wants or needs from the Syncromatics system can help tailor training and report development specific to the program's needs.

We also recommend the City hire a qualified consultant to objectively evaluate the continued usefulness of the current Syncromatics software, identify options for software upgrade and replacement, evaluate cost options for purchase of future Syncromatics software modules, and assist the Transit Manager with securing Syncromatics onsite training for City staff.

12. Bus stop amenities improvements.

The bus stop serves as the "front door" to Visalia's public transit service. As such the siting (location), condition, and amenities found therein play a considerable role in the safety and satisfaction of current riders (customers) as well as the attraction of future customers. Well-designed bus stops also play a role in ADA compliance.

A successful system-wide Bus Stop Improvement Plan requires commitment to an ongoing process typically requiring many years and often significant capital investment to accomplish. (Note use of the word "investment" versus "expenditure.")

An effective Bus Stop Improvement Plan begins with a comprehensive inventory of all bus stops including a description and condition evaluation of all amenities (i.e., benches, shelters, lighting, signage/info-posts, trash receptacles, etc.) located at the individual stop. The inventory should also identify which route(s) serve the individual bus stop.

Fortunately, the City already has a recent inventory of Visalia Transit bus stops which could serve as the foundation for a broader Bus Stop Improvement Plan initiative. The next step would be to complete a more in-depth evaluation of each stop 1) noting the condition of the respective amenities, 2) the linkage between the individual stop and the surrounding pedestrian network (i.e., adjoining sidewalks, nearby crosswalks, etc.), and 3) an evaluation of ADA accessibility (e.g., inclusion of curb cuts, concrete pad to support mobility device usage, appropriate mobility device "turning radii," etc.). (Note: Online resources include Project Access and National Aging and Disability Center websites.)

Improvements should be prioritized based on average daily activity, ADA compliance, and overall condition. Larger transit providers often include staffing responsible for bus stop cleaning, maintenance, and repair. Smaller operators often approach this task through a combination of in-house staffing (cleaning) as well as outsourcing (maintenance and repair).

Moore & Associates believes every bus stop should include a pole, appropriate signage, and either a customer service phone number or a link (QR code) to the Visalia Transit website. We also recommend a unique numeric identifier be assigned to each stop.

As noted above, successful Bus Stop Improvement Plans involve an ongoing, multi-year effort. Therefore, we recommend Visalia Transit establish an annual "investment" amount to support the "improvement" capital effort. Many transit operators within California have been successful in securing grant funding to supplement (or accelerate) their respective Bus Stop Improvement Plan initiative. Some transit providers have also developed partnership initiatives with local businesses and community organizations to "sponsor" or "adopt" one or more bus stops.

13. Transit Operations and Maintenance Facility

The City's Transit Operations and Maintenance Facility was constructed in 2007. Since that time, the size and composition of the transit fleet has changed, the fleet's fueling needs have changed, and the program's technological needs have changed.

As a recipient of federal transportation funding the City is required to prepare and adopt a Transit Asset Management plan every four years. The most recent Plan (2018) was prepared in-house and included both an inventory and condition evaluation of the broad array of Visalia Transit facilities. The TAM Plan also identified a list of out-year "repairs and replacements" as well as corresponding cost estimates. Intermediate inventory updates are prepared annually as part of the FTA's National Transit Database reporting.

While the core facility has significant "useful life" remaining, both structures (operations offices and fleet maintenance facility) warrant repair and/or rehabilitation. An in-depth facility condition analysis is beyond the scope of the SRTP update. However, among the deficiencies noted are a leaky roof, ineffective drainage throughout the bus yard, numerous areas of broken or cracked concrete, and ineffective fleet parking/space allocation. Given the scope of this matter as well as the potential cost, we recommend the City consider retaining a consultant specializing in transit facilities to conduct a thorough analysis and prepare a multi-year improvement plan.

With respect to security, the Transit Operations and Maintenance Facility features perimeter fencing along with controlled access. There are numerous security cameras placed throughout the property (although their operational condition was not evaluated). A controlled-access employee parking lot is located at the front of the facility, although there are concerns as to the operational condition of the entry gates.

Visalia Transit is currently transitioning to a zero-emission fleet (battery-electric buses). To support this effort, numerous vehicle chargers and supporting infrastructure have been (and will continue to be) installed at the Transit Operations and Maintenance Facility. However, there will still be a need to maintain both the transit and community access compressed natural gas (CNG) fueling facilities. Visalia Transit staff has begun compiling a "punch list" of desired repairs and improvements. It is likely such activities will be addressed across multiple years, although funding for the initial phase has been identified.

7.4 Marketing/Outreach

***14. Support and increase awareness of the bus-bike connection*.**

According to the American Public Transportation Association's "Recommended Practice: Bicycle and Transit Integration," integrating bicycles with transit services can benefit transit providers, communities, and transit customers. The combination helps form a connected network of transportation options that fosters affordable mobility, equity, health, and sustainable communities.

Providing an effective interface between Visalia Transit and the local cycling community has potential for expanding transit's "footprint" within Visalia Transit's local service area. This is particularly promising given the relatively level topography present throughout the local service area. At the time of the 2022 SRTP update, all Visalia Transit fixed-route buses were equipped with easy-to-use bike racks capable of holding two bicycles. The racks are installed on the front of each bus.

We envision two activities to support implementation of this recommendation. First, increased targeted promotion regarding the availability of bike racks, production of a bilingual "how to" video for placement on the Visalia Transit website, and periodic outreach with local cycling organizations. Second, enhancing the City's cycling infrastructure (e.g., bike racks, storage pods) at transit centers as well as high transit activity centers.

Some of Moore & Associates' clients have secured funding from Caltrans to support the purchase, installation, maintenance, and promotion of their transit-cycling initiatives.

15. Institute travel training program.

Travel training, as a mobility-enhancing strategy, has become increasingly commonplace, especially for transit providers whose customer base includes a significant number of seniors and/or persons with disabilities. Effective travel training can often mitigate the barrier of the "unknown," assisting new or infrequent transit riders by increasing their comfort levels (and often those of their respective family members and/or caregivers).

Travel training serves a dual purpose. First, its raises awareness about what transit options are available; and second, it teaches the skills needed to effectively use public transit. Travel training can be provided on an individual or group basis. This would enable social service organizations and other entities to host travel training sessions for their respective clienteles, members, etc. Initial activities should focus on historically ride-dependent populations, including seniors, persons with disabilities, and low-income individuals. Areas of emphasis should include how to use the demand-response (dial-a-ride) service as well as how to navigate the fixed-route bus network.

Across the past 20 years, Moore & Associates has both created "turn-key" travel training programs for its clients as well as administrated and conducted such activities on their behalf. Our recommended approach includes creation of a "tool kit" of presentation materials, supply of free-ride tickets,

presentation and/or discussion guide, and question/comment cards (for attendees too shy to verbally ask questions).

We recommend identifying a staffer within your organization as the primary travel trainer. In the case of Visalia Transit, the most likely candidate could be the newly hired Community Outreach Specialist. We have found the most successful travel training sessions are limited to 10 or 12 participants and are capped at 75 minutes. Sessions typically include a short information presentation, question-and-answer session, and "hands-on" demonstration onboard a transit vehicle (e.g., how a wheelchair lift works, securing mobility devices, transit rider behavior protocol, etc.).

Some Moore & Associates' clients have secured funding from Caltrans to create and maintain an ongoing travel training program. Finally, we offer three recommendations: 1) Identify and assign the same "trainer" as there is a "rhythm" which will emerge following completion of the first few sessions, 2) include a second person (preferably bilingual) who can assist with greeting attendees, session set-up, and in-field demonstrations; and 3) conduct participant follow-up four weeks after the presentation to assess the impact of the travel training.

16. Enhance transit website/ensure transit website and GTFS information are kept up-to-date.

Ensuring accurate and up-to-date transit information is readily available to current riders and prospective riders alike should be a cornerstone goal of any transit provider. Transit market research continues to underscore the important role that information accessibility plays in the decision by potential riders to use transit.

To achieve this goal, we recommend a monthly review of Visalia Transit's website and GTFS feed, preferably by City staff on a rotating basis. The objective here is to evaluate the site and feed from the perspective of an average person (not a "transit insider"). Is the content presented in an easy-to-understand, logical manner? Is key service information presented such that it supports easy decision-making by prospective riders? Does the site support easy trip planning? To ensure the monthly review is conducted in an effective manner, we recommend creation of a one-page "review sheet" to be completed by the assigned reviewer. Such a document would also likely be useful in communicating requested changes to the staff tasked with site maintenance.

At the time of the SRTP update, the Visalia Transit website included many of the components deemed important to benefit both existing transit riders as well as attract prospective riders.

Potential site enhancements could include a full parallel site/content in Spanish as well as online sales of transit fare media (especially monthly passes and other multi-ride media).

Chapter 8: Financial and Capital Plans

The purpose of this chapter is to develop status quo Financial and Capital Plans that will serve as a baseline for assessing the impact of recommendations introduced as part of the Operations Plan. The Financial and Capital Plans provided herein are based largely on budget and planning documents provided by the City of Visalia. Assumptions used in calculating revenues and expenses for future years of the five-year planning horizon are detailed in Section 8.2. The Financial and Capital Plans inclusive of the cost of the recommendations are presented in Sections 8.3 and 8.5.

8.1 Transit Funding Sources

Funding for Operations

The primary funding sources for transit operations are local, state, and federal transportation programs. Specifically, these include:

- FTA Section 5307 – This is FTA formula funding for transit operators serving urbanized areas. For urbanized areas with populations greater than 200,000, the formula is based on a combination of bus revenue vehicle miles, bus passenger miles, fixed guideway revenue vehicle miles, and fixed-guideway route miles as well as population and population density. Federal funding under this program covers up to 50 percent of the net project cost of transit operations.
- FTA Section 5310 – Federal funding under this section is currently used to fund the Transit Call Center and travel training activities.
- Local Transportation Fund – The Local Transportation Fund (LTF) provides funding under the State of California's Transportation Development Act (TDA), also called the Mills-Alquist-Deddeh Act (SB 325). LTF funds are derived from a quarter-cent of the state-wide general sales tax. These tax revenues are returned to each county in which they are collected, and the counties then apportion LTF funds within the county based on population.
- State Transit Assistance Fund – The State Transit Assistance (STA) Fund also provides funding under the TDA. STA funds are derived from a sales tax on gasoline and diesel fuel. The State Controller allocates half of the funds based on population and the other half based on transit operator revenues for the prior fiscal year. In 2017, Senate Bill 1 provided a separate category of funding for State of Good Repair projects under the STA.
- Measure R – Measure R is a local half-cent sales tax for transportation approved by Tulare County voters in 2006. Half of all Measure R funds are dedicated to regional transportation projects, while an additional 35 percent are allocated to local projects. The remaining funds are intended for transit, bike, and environmental uses to support air quality.
- National Park Service – Funding through the National Park Service comprises much of the funding for the Sequoia Shuttle program.

FTA Section 5311(f) funds have previously been used for operation of the external Sequoia Shuttle services. However, the service no longer qualifies for these funds.

Additional funding sources include state and local programs and locally generated revenues. These include:

- Fare revenues and ticket sales – These revenues are generated from user fares and pass/ticket sales.
- Low-Carbon Transit Operations Program – The Low-Carbon Transit Operations Program (LCTOP) was established in 2014 to provide operating and capital assistance to transit operators to reduce greenhouse gas emissions and improve mobility, especially among disadvantaged communities. LCTOP is administered by Caltrans in coordination with the California Air Resources Board (ARB) and State Controller's Office.
- CNG sales – In addition to using compressed natural gas (CNG) to fuel its transit fleet, the City also collects revenues from the sale of CNG at a public fueling facility.
- Cap-and-Trade Program – The Cap-and-Trade Program, administered by the California Air Resources Board (ARB), provides incentives for the reduction in greenhouse gas emissions through the use of carbon credits. Carbon credits represent the reduction or removal of one metric ton of carbon dioxide from the atmosphere. The City earns carbon credits through the sale and use of compressed natural gas (CNG).
- Advertising – The City realizes revenues by selling advertising space on its transit vehicles.
- Lease/rental revenues – Additional revenues are earned through lease agreements for space at the Visalia Transit Center and for lease of the City's trolley vehicle.

Other operating revenue sources may include interest earnings, the sale of equipment or vehicles, rebates, and gains on investments.

Funding for Capital

The primary funding sources for transit capital projects are state and federal programs. Specifically, these include the following, many of which are the same sources used to fund operations:

- FTA Section 5307 – Federal funding under this formula grant program covers up to 80 percent of the net project cost of capital projects or purchases.
- FTA Section 5339 – Federal funding under this program can be used for bus and bus facility purchase, replacement, and rehabilitation. The City currently receives an annual (non-competitive) apportionment that partially funds its Capital Improvement Plan.
- Local Transportation Fund – LTF funds can be used for capital as well as operating purposes.
- State Transit Assistance Fund – STA funds used by the City for capital purposes are primarily those received through the State of Good Repair program under Senate Bill 1.
- National Park Service – Funding through the National Park Service comprises much of the funding for the purchase of vehicles for the Sequoia Shuttle program.

Other federal grant programs, such as FTA Section 5339 Bus and Bus Facilities, are competitive grants which can be used to replace, rehabilitate, and purchase transit vehicles; construct bus-related facilities; and improve technology to result in low- or no-emission vehicles or facilities.

8.2 Baseline Financial Plan

The baseline Financial Plans (Exhibits 8.2.1 through 8.2.5) include operating expenses and revenues for the City's general transit services, the Sequoia Shuttle program, the V-Line service, and the Green Line call center. Financial Plans for individual transit accounts are provided, as well an aggregated Financial Plan for the transit program as a whole. The following assumptions were used:

- A two-percent increase per annum for farebox sales and ticket sales (except for the Sequoia Shuttle, which assumes a five-percent increase beginning in FY 2023/24).
- A conservative 1.5-percent increase per annum for LTF, STA, and other state grant programs.
- A five-percent increase per annum for CNG sales revenues.
- A two-percent increase per annum for federal funding sources.
- A two-percent increase per annum for salary- and wage-related expenses.
- A four-percent increase per annum for contracted transit operations.
- A two-percent increase per annum for utilities.

Exhibit 8.2.1 Combined Visalia Transit Baseline Financial Plan

	FY 2018	FY 2019	FY 2020	FY 2021	FY 2022	FY 2023	FY 2024	FY 2025	FY 2026	FY 2027
OPERATING	Actual	Actual	Actual	Actual/Est.	Budget	Proposed	Proposed	Proposed	Proposed	Proposed
REVENUES/REIMBURSEMENTS										
Operating revenues	$21,855,411.00	$17,491,431.00	$20,997,000.35	$8,176,895.78	$14,358,600.00	$14,588,883.00	$14,806,667.61	$15,028,963.85	$15,255,880.12	$15,487,528.03
Reimbursements	$581,939.00	$710,541.00	$727,255.34	$529,674.01	$610,000.00	$610,000.00	$610,000.00	$610,000.00	$610,000.00	$610,000.00
Total revenues/reimbursements	**$22,437,350.00**	**$18,201,972.00**	**$21,724,255.69**	**$8,706,569.79**	**$14,968,600.00**	**$15,198,883.00**	**$15,416,667.61**	**$15,638,963.85**	**$15,865,880.12**	**$16,097,528.03**
EXPENDITURES										
Salaries & benefits	$866,032.00	$907,875.00	$885,117.96	$877,064.67	$1,063,200.00	$1,084,220.00	$1,105,660.40	$1,127,529.61	$1,149,836.20	$1,172,588.92
Operating expenditures	$13,010,713.00	$15,010,829.00	$12,449,930.92	$10,859,422.43	$15,012,300.00	$15,502,234.00	$16,011,621.08	$16,541,236.48	$17,091,886.38	$17,664,409.17
Services provided	$430,645.00	$549,355.00	$446,712.53	$254,016.24	$537,300.00	$537,300.00	$537,300.00	$537,300.00	$537,300.00	$537,300.00
Allocations	$3,570,551.00	$3,624,420.00	$3,645,795.16	$389,482.44	$3,224,700.00	$3,224,700.00	$3,224,700.00	$3,224,700.00	$3,224,700.00	$3,224,700.00
Total Expenditures	**$17,877,941.00**	**$20,092,479.00**	**$17,427,556.57**	**$12,379,985.78**	**$19,837,500.00**	**$20,348,454.00**	**$20,879,281.48**	**$21,430,766.09**	**$22,003,722.58**	**$22,598,998.10**
Surplus (deficit)	**$4,559,409.00**	**($1,890,507.00)**	**$4,296,699.12**	**($3,673,415.99)**	**($4,868,900.00)**	**($5,149,571.00)**	**($5,462,613.88)**	**($5,791,802.24)**	**($6,137,842.46)**	**($6,501,470.06)**

Exhibit 8.2.2 Transit Operations Baseline Financial Plan (Account 4551)

	FY 2018	FY 2019	FY 2020	FY 2021	FY 2022	FY 2023	FY 2024	FY 2025	FY 2026	FY 2027
OPERATING	Actual	Actual	Actual	Actual	Budget	Proposed	Proposed	Proposed	Proposed	Proposed
REVENUES/REIMBURSEMENTS										
4551-41010 Sales and use taxes	$783,200.00	$783,200.00	$783,200.00	$0.00	$783,200.00	$783,200.00	$783,200.00	$783,200.00	$783,200.00	$783,200.00
4551-42430 State Grants			$0.00	$0.00	$0.00	$0.00	$0.00	$0.00	$0.00	$0.00
4551-42470 COVID-19			$0.00	$0.00	$0.00	$0.00	$0.00	$0.00	$0.00	$0.00
4551-44501 Farebox sales	$626,352.00	$594,657.00	$409,897.18	$137,823.99	$590,000.00	$601,800.00	$613,836.00	$626,112.72	$638,634.97	$651,407.67
4551-44502 Ticket sales	$769,849.00	$769,787.00	$706,817.22	$223,921.97	$785,000.00	$800,700.00	$816,714.00	$833,048.28	$849,709.25	$866,703.43
4551-45055 CNG sales	$431,263.00	$160,715.00	$1,274,968.90	$820,470.51	$225,000.00	$236,250.00	$248,062.50	$260,465.63	$273,488.91	$287,163.35
4551-45056 Carbon credits	$536,987.00	$551,218.00	$391,963.47	$390,304.65	$550,000.00	$550,000.00	$550,000.00	$550,000.00	$550,000.00	$550,000.00
4551-45304 Interest earnings			$10,990.59	$682.73	$0.00	$0.00	$0.00	$0.00	$0.00	$0.00
4551-45360 Sale of advertising space	$184,652.00	$165,062.00	$129,879.32	$96,225.78	$165,100.00	$165,100.00	$165,100.00	$165,100.00	$165,100.00	$165,100.00
4551-45376 Facilities rental	$263,699.00	$240,885.00	$249,697.48	$68,112.08	$270,000.00	$270,000.00	$270,000.00	$270,000.00	$270,000.00	$270,000.00
4551-46115 Trolley lease fees	$4,641.00	$6,173.00	$2,812.20	$0.00	$3,000.00	$3,000.00	$3,000.00	$3,000.00	$3,000.00	$3,000.00
4551-48617 Rebate revenue	$1,248.00	$1,375.00	$879.71	$393.88	$1,000.00	$1,000.00	$1,000.00	$1,000.00	$1,000.00	$1,000.00
4551-48620 Misc. revenue	$1,215.00	$3,980.00	$0.00	$527.59	$0.00	$0.00	$0.00	$0.00	$0.00	$0.00
4551-48630 Cash (over)/short	$620.00	$174.00	$34.01	$9.71	$0.00	$0.00	$0.00	$0.00	$0.00	$0.00
4551-48700 Reimbursement City expenses	$7,054.00	$6,508.00	$5,574.17	$0.00	$6,700.00	$6,700.00	$6,700.00	$6,700.00	$6,700.00	$6,700.00
4551-48919 Subrogation recovery	$68.00	$38,842.00	$1,354.62	$0.00	$0.00	$0.00	$0.00	$0.00	$0.00	$0.00
4551-62001 Investment earnings (In)	$228,381.00	$276,294.00	$368,186.93	$247,142.72	$100,000.00	$100,000.00	$100,000.00	$100,000.00	$100,000.00	$100,000.00
4551-62003 Investment gain/loss	$5,184.00	$19,282.00	$1,259.18	$0.00	$0.00	$0.00	$0.00	$0.00	$0.00	$0.00
4551-62021 Fair market value gains/loss	($101,758.00)	$167,578.00	$193,146.15	$0.00	$0.00	$0.00	$0.00	$0.00	$0.00	$0.00
4551-64285 Sale of equipment	$14,500.00	$0.00	$0.00	$0.00	$0.00	$0.00	$0.00	$0.00	$0.00	$0.00
4551-64288 Sale of vehicles	$6,600.00	$0.00	$1,100.00	$0.00	$0.00	$0.00	$0.00	$0.00	$0.00	$0.00
4551-66045 State grants	$137,077.00	$55,175.00	$10,250.00	$0.00	$0.00	$0.00	$0.00	$0.00	$0.00	$0.00
4551-66056 Local Trans Fd SB 325 - Capital	$0.00	$20,251.00	$216,246.16	$0.00	$0.00	$0.00	$0.00	$0.00	$0.00	$0.00
4551-66058 FTA - Capital	$4,358,263.00	$2,351,786.00	$1,507,051.00	$1,270,075.00	$0.00	$0.00	$0.00	$0.00	$0.00	$0.00
4551-66066 Local Trans Fd SB 325 - Operating	$7,479,369.00	$5,301,147.00	$4,434,246.85	$0.00	$3,540,400.00	$3,593,506.00	$3,647,408.59	$3,702,119.72	$3,757,651.51	$3,814,016.29
4551-66067 State Transit Assist SB 620 - Operating	$676,473.00	$2,324,157.00	$1,399,481.22	$0.00	$1,176,100.00	$1,176,100.00	$1,176,100.00	$1,176,100.00	$1,176,100.00	$1,176,100.00
4551-66068 FTA - Operating	$7,786,382.00	$3,881,450.00	$7,774,190.45	$5,879,406.00	$3,900,800.00	$3,978,816.00	$4,058,392.32	$4,139,560.17	$4,222,351.37	$4,306,798.40
4551-66076 Local Trans Fd SB 325 - Planning	$8,280.00	$0.00	$0.00	$1,200.00	$110,000.00	$110,000.00	$110,000.00	$110,000.00	$110,000.00	$110,000.00
Total revenues	**$24,209,599.00**	**$17,719,696.00**	**$19,873,226.81**	**$9,136,296.61**	**$12,206,300.00**	**$12,376,172.00**	**$12,549,513.41**	**$12,726,406.51**	**$12,906,936.01**	**$13,091,189.14**
Total revenues less Capital	**$19,851,336.00**	**$15,347,659.00**	**$18,149,929.65**	**$7,866,221.61**	**$12,206,300.00**	**$12,376,172.00**	**$12,549,513.41**	**$12,726,406.51**	**$12,906,936.01**	**$13,091,189.14**
4551-69900 Services provided reimbursement	$569,329.00	$677,980.00	$692,297.97	$529,674.01	$600,000.00	$600,000.00	$600,000.00	$600,000.00	$600,000.00	$600,000.00
4551-99060 Charges - Capital projects	$2,664.00	$32,561.00	$34,957.37	$0.00	$10,000.00	$10,000.00	$10,000.00	$10,000.00	$10,000.00	$10,000.00
Total reimbursements	**$571,993.00**	**$710,541.00**	**$727,255.34**	**$529,674.01**	**$610,000.00**	**$610,000.00**	**$610,000.00**	**$610,000.00**	**$610,000.00**	**$610,000.00**
Total operating revenues/reimbursements	**$20,423,329.00**	**$16,058,200.00**	**$18,877,184.99**	**$8,395,895.62**	**$12,816,300.00**	**$12,986,172.00**	**$13,159,513.41**	**$13,336,406.51**	**$13,516,936.01**	**$13,701,189.14**
EXPENDITURES										
Salaries & benefits										
4551-51101 Salary & wages - regular	$561,676.00	$600,658.00	$579,128.50	$521,472.89	$662,100.00	$675,342.00	$688,848.84	$702,625.82	$716,678.33	$731,011.90
4551-51103 Salary & wages - lump sum nonPERSable	$0.00	$0.00	$0.00	$8,000.00	$0.00	$0.00	$0.00	$0.00	$0.00	$0.00
4551-51120 Salary & wages - hourly	$11,956.00	$31,658.00	$9,945.00	$3,342.50	$14,000.00	$14,280.00	$14,565.60	$14,856.91	$15,154.05	$15,457.13
4551-51130 Salary & wages - overtime	$341.00	$2,036.00	$842.39	$778.14	$0.00	$0.00	$0.00	$0.00	$0.00	$0.00
4551-51175 Salary & wages - incentive pay	$4,396.00	$2,977.00	$3,115.80	$2,734.98	$2,700.00	$2,754.00	$2,809.08	$2,865.26	$2,922.57	$2,981.02
4551-51190 Salary & wages - vacation/sick/cm	$36,168.00	($3,207.00)	$17,686.67	$20,456.88	$8,000.00	$8,160.00	$8,323.20	$8,489.66	$8,659.46	$8,832.65
4551-51196 Salary & wages - gift certs.	$149.00	$0.00	$0.00	$0.00	$0.00	$0.00	$0.00	$0.00	$0.00	$0.00

	FY 2018	FY 2019	FY 2020	FY 2021	FY 2022	FY 2023	FY 2024	FY 2025	FY 2026	FY 2027
OPERATING	**Actual**	**Actual**	**Actual**	**Actual**	**Budget**	**Proposed**	**Proposed**	**Proposed**	**Proposed**	**Proposed**
4551-51210 FB - Employer Pers - Misc.	$33,369.00	$32,760.00	$36,527.11	$36,237.31	$45,700.00	$46,614.00	$47,546.28	$48,497.21	$49,467.15	$50,456.49
4551-51211 FB - Employer Pers - Misc. UFL	$76,514.00	$94,029.00	$101,820.33	$103,792.40	$126,500.00	$129,030.00	$131,610.60	$134,242.81	$136,927.67	$139,666.22
4551-51220 FB - Worker's Comp Misc.	$6,762.00	$8,247.00	$7,690.76	$9,205.14	$7,800.00	$7,956.00	$8,115.12	$8,277.42	$8,442.97	$8,611.83
4551-51230 FB - Employer health benefits	$91,567.00	$112,753.00	$110,968.79	$132,071.90	$178,000.00	$181,560.00	$185,191.20	$188,895.02	$192,672.92	$196,526.38
4551-51235 FB - Retiree health alloc.	$4,205.00	$2,678.00	$2,521.97	$2,031.66	$1,900.00	$1,938.00	$1,976.76	$2,016.30	$2,056.62	$2,097.75
4551-51237 FB - Health & wellness	$0.00	$3,685.00	$3,628.38	$2,965.12	$4,300.00	$4,386.00	$4,473.72	$4,563.19	$4,654.46	$4,747.55
4551-51250 FB - State unemployment	$0.00	$0.00	$325.00	$24,357.00	$0.00	$0.00	$0.00	$0.00	$0.00	$0.00
4551-51260 FB - FICA	$8,251.00	$9,020.00	$8,523.58	$7,592.98	$9,900.00	$9,900.00	$9,900.00	$9,900.00	$9,900.00	$9,900.00
4551-51290 FB - Deferred comp Tm	$239.00	$633.00	$198.85	$0.00	$200.00	$200.00	$200.00	$200.00	$200.00	$200.00
4551-51296 FB - Survivor benefits	$205.00	$218.00	$214.83	$195.77	$300.00	$300.00	$300.00	$300.00	$300.00	$300.00
4551-51350 Emp Ben - Cell phone reimb.	$1,830.00	$1,920.00	$1,980.00	$1,830.00	$1,800.00	$1,800.00	$1,800.00	$1,800.00	$1,800.00	$1,800.00
4551-51910 Contract employees	$1,027.00	$0.00	$0.00	$0.00	$0.00	$0.00	$0.00	$0.00	$0.00	$0.00
Total salaries & benefits	***$838,655.00***	***$900,065.00***	***$885,117.96***	***$877,064.67***	***$1,063,200.00***	***$1,084,220.00***	***$1,105,660.40***	***$1,127,529.61***	***$1,149,836.20***	***$1,172,588.92***
Operating expenditures										
4551-52010 New employee expenses	$385.00	$1,205.00	$441.06	$161.45	$0.00	$0.00	$0.00	$0.00	$0.00	$0.00
4551-52020 Recruitment costs	$1,781.00	$899.00	$1,284.00	$1,630.24	$0.00	$0.00	$0.00	$0.00	$0.00	$0.00
4551-52030 Education assistance	$0.00	$0.00	$263.25	$1,200.00	$0.00	$0.00	$0.00	$0.00	$0.00	$0.00
4551-52040 Clothing & personal expenses	$175.00	$300.00	$489.91	$209.13	$200.00	$200.00	$200.00	$200.00	$200.00	$200.00
4551-52100 Membership - organization	$13,596.00	$4,964.00	$6,505.00	$7,505.00	$10,000.00	$10,000.00	$10,000.00	$10,000.00	$10,000.00	$10,000.00
4551-52110 Membership - employee	$0.00	$705.00	$0.00	$0.00	$0.00	$0.00	$0.00	$0.00	$0.00	$0.00
4551-52150 Mileage allowance	$60.00	$75.00	$0.00	$0.00	$0.00	$0.00	$0.00	$0.00	$0.00	$0.00
4551-52480 Safety supplies	$0.00	$23.00	$0.00	$0.00	$0.00	$0.00	$0.00	$0.00	$0.00	$0.00
4551-52500 Transportation	$37.00	$0.00	$0.00	$0.00	$0.00	$0.00	$0.00	$0.00	$0.00	$0.00
4551-52520 Breakroom supplies/food	$962.00	$489.00	$1,136.26	$636.24	$500.00	$500.00	$500.00	$500.00	$500.00	$500.00
4551-52750 Recognition	$300.00	($170.00)	$0.00	$0.00	$0.00	$0.00	$0.00	$0.00	$0.00	$0.00
4551-52800 Business meetings	$318.00	$351.00	$0.00	$5.00	$500.00	$500.00	$500.00	$500.00	$500.00	$500.00
4551-52810 Conferences/seminars	$2,003.00	$4,124.00	$2,454.93	($500.00)	$7,000.00	$7,000.00	$7,000.00	$7,000.00	$7,000.00	$7,000.00
4551-52820 Training	$2,541.00	$6,877.00	$1,645.71	$1,536.99	$7,000.00	$7,000.00	$7,000.00	$7,000.00	$7,000.00	$7,000.00
4551-52830 Organizational development	$69.00	$0.00	$0.00	$0.00	$0.00	$0.00	$0.00	$0.00	$0.00	$0.00
4551-52840 General community support	$351.00	$150.00	$80.00	$0.00	$0.00	$0.00	$0.00	$0.00	$0.00	$0.00
4551-53010 Office supplies	$9,874.00	$9,540.00	$6,200.41	$4,130.93	$9,000.00	$9,000.00	$9,000.00	$9,000.00	$9,000.00	$9,000.00
4551-53200 Postage	$1,706.00	$1,558.00	$878.92	$1,242.58	$1,000.00	$1,000.00	$1,000.00	$1,000.00	$1,000.00	$1,000.00
4551-53210 UPS expenses	$134.00	$0.00	$22.69	$35.36	$0.00	$0.00	$0.00	$0.00	$0.00	$0.00
4551-53400 Publications/subscriptions	$252.00	$635.00	$286.78	$46.84	$0.00	$0.00	$0.00	$0.00	$0.00	$0.00
4551-54010 Special departmental supplies	$6,621.00	$18,806.00	$44,381.28	$20,854.10	$10,000.00	$10,000.00	$10,000.00	$10,000.00	$10,000.00	$10,000.00
4551-54020 Supplies	$3,359.00	$315.00	$180.82	$1,718.17	$200.00	$200.00	$200.00	$200.00	$200.00	$200.00
4551-54100 Misc. other expenses	$413.00	$2.00	$0.00	$0.00	$0.00	$0.00	$0.00	$0.00	$0.00	$0.00
4551-54200 Equipment supplies and maintenance	$276,986.00	$280,165.00	$97,946.92	$30,497.89	$200,000.00	$200,000.00	$200,000.00	$200,000.00	$200,000.00	$200,000.00
4551-54820 Transit tickets	($699.00)	$0.00	$0.00	$0.00	$0.00	$0.00	$0.00	$0.00	$0.00	$0.00
4551-54940 Uniforms	$0.00	$938.00	$292.88	$276.28	$300.00	$300.00	$300.00	$300.00	$300.00	$300.00
4551-55100 Professional & specialized services	$75,295.00	$97,600.00	$111,080.14	$34,998.39	$75,000.00	$75,000.00	$75,000.00	$75,000.00	$75,000.00	$75,000.00
4551-55201 Contracted services	$25,425.00	$36,709.00	$154,919.60	$139,645.75	$163,500.00	$163,500.00	$163,500.00	$163,500.00	$163,500.00	$163,500.00
4551-55210 Contracts - audits	$0.00	$0.00	$3,000.00	$0.00	$0.00	$0.00	$0.00	$0.00	$0.00	$0.00
4551-55220 Contracts - legal fees	$0.00	$0.00	$0.00	$540.00	$0.00	$0.00	$0.00	$0.00	$0.00	$0.00
4551-55230 Contracts - landscape maintenance	$18,115.00	$10,998.00	$15,960.92	$10,999.09	$20,500.00	$20,500.00	$20,500.00	$20,500.00	$20,500.00	$20,500.00
4551-55236 Contracts - tree maintenance	$0.00	$0.00	$4,612.50	$4,462.50	$0.00	$0.00	$0.00	$0.00	$0.00	$0.00

	FY 2018	FY 2019	FY 2020	FY 2021	FY 2022	FY 2023	FY 2024	FY 2025	FY 2026	FY 2027
OPERATING	**Actual**	**Actual**	**Actual**	**Actual**	**Budget**	**Proposed**	**Proposed**	**Proposed**	**Proposed**	**Proposed**
4551-55250 Contracts - alarm service	$2,887.00	$4,729.00	$10,515.12	$2,770.73	$1,000.00	$1,000.00	$1,000.00	$1,000.00	$1,000.00	$1,000.00
4551-55290 Contracts - pest control	$720.00	$720.00	$642.00	$751.00	$700.00	$700.00	$700.00	$700.00	$700.00	$700.00
4551-55320 Contracts - security	$177,223.00	$185,595.00	$194,908.16	$237,445.06	$200,000.00	$200,000.00	$200,000.00	$200,000.00	$200,000.00	$200,000.00
4551-55340 Contracts - mail service	$1,646.00	$1,724.00	$1,839.40	$1,788.88	$1,800.00	$1,800.00	$1,800.00	$1,800.00	$1,800.00	$1,800.00
4551-55350 Contracts - bus services	$5,590,157.00	$7,240,506.00	$8,115,150.89	$8,033,808.98	$9,908,000.00	$10,304,320.00	$10,716,492.80	$11,145,152.51	$11,590,958.61	$12,054,596.96
4551-55375 Contracts - vanpool services	$234,074.00	$228,007.00	$203,773.00	$144,325.08	$220,000.00	$220,000.00	$220,000.00	$220,000.00	$220,000.00	$220,000.00
4551-55390 Contracts - equipment repairs	$244,839.00	$576,196.00	$82,762.59	$45,010.84	$200,000.00	$200,000.00	$200,000.00	$200,000.00	$200,000.00	$200,000.00
4551-55410 Contracts - copier leases	$2,833.00	$3,228.00	$1,425.39	$1,138.92	$1,800.00	$1,800.00	$1,800.00	$1,800.00	$1,800.00	$1,800.00
4551-55450 Permit fees		$219.00	$1,195.88	$30.00	$100.00	$100.00	$100.00	$100.00	$100.00	$100.00
4551-55520 Computer software support	$0.00	$662.00	$3,965.25	$19,429.36	$3,500.00	$3,500.00	$3,500.00	$3,500.00	$3,500.00	$3,500.00
4551-55600 Advertising	$37,329.00	$34,883.00	$23,419.80	$22,387.50	$35,000.00	$35,000.00	$35,000.00	$35,000.00	$35,000.00	$35,000.00
4551-55610 Promotions	$87,995.00	$69,231.00	$50,900.47	$34,000.20	$60,000.00	$60,000.00	$60,000.00	$60,000.00	$60,000.00	$60,000.00
4551-55620 Promotional materials	$7,727.00	$3,003.00	($1,500.00)	$0.00	$1,500.00	$1,500.00	$1,500.00	$1,500.00	$1,500.00	$1,500.00
4551-55630 Promotional campaigns	$0.00	$0.00	$0.00	$0.00	$0.00	$0.00	$0.00	$0.00	$0.00	$0.00
4551-55810 Bank administrative fees	$337.00	$213.00	$470.41	$0.00	$300.00	$300.00	$300.00	$300.00	$300.00	$300.00
4551-55850 Radio maintenance	$0.00	$0.00	$1,720.00	$1,983.92	$1,500.00	$1,500.00	$1,500.00	$1,500.00	$1,500.00	$1,500.00
4551-56010 Gasoline	$0.00	$11,821.00	$18,242.86	$16,277.94	$22,000.00	$22,000.00	$22,000.00	$22,000.00	$22,000.00	$22,000.00
4551-56020 Diesel	$53,755.00	$13,668.00	$6,451.96	$0.00	$0.00	$0.00	$0.00	$0.00	$0.00	$0.00
4551-56070 Credit card gas purchases	$246.00	$45.00	$0.00	$0.00	$0.00	$0.00	$0.00	$0.00	$0.00	$0.00
4551-56090 CNG fuel	$911,032.00	$1,015,006.00	$1,088,506.74	$1,086,866.82	$1,050,000.00	$1,050,000.00	$1,050,000.00	$1,050,000.00	$1,050,000.00	$1,050,000.00
4551-56101 Edison (electric)	$200,410.00	$212,617.00	$226,536.69	$243,340.63	$253,700.00	$258,774.00	$263,949.48	$269,228.47	$274,613.04	$280,105.30
4551-56110 Natural gas	$19,838.00	$21,595.00	$11,237.98	$13,574.66	$23,500.00	$23,970.00	$24,449.40	$24,938.39	$25,437.16	$25,945.90
4551-56120 Water	$15,077.00	$13,819.00	$11,331.71	$10,215.95	$14,500.00	$14,790.00	$15,085.80	$15,387.52	$15,695.27	$16,009.17
4551-56130 Refuse/sewer	$16,811.00	$19,694.00	$17,724.66	$15,105.80	$18,000.00	$18,360.00	$18,727.20	$19,101.74	$19,483.78	$19,873.45
4551-56150 Telephone	$1,267.00	$2,030.00	$1,132.89	$2,318.51	$1,300.00	$1,300.00	$1,300.00	$1,300.00	$1,300.00	$1,300.00
4551-56151 Telephone - computer line	$3,149.00	$3,836.00	$3,551.98	$3,491.86	$3,600.00	$3,600.00	$3,600.00	$3,600.00	$3,600.00	$3,600.00
4551-56156 Telephone - fax	$734.00	$964.00	$836.22	$827.13	$800.00	$800.00	$800.00	$800.00	$800.00	$800.00
4551-56157 Telephone - cellular/wireless	$456.00	$472.00	$836.07	$733.82	$800.00	$800.00	$800.00	$800.00	$800.00	$800.00
4551-56159 Telephone - online services	$1,541.00	$1,548.00	$1,559.36	$1,434.42	$1,500.00	$1,500.00	$1,500.00	$1,500.00	$1,500.00	$1,500.00
4551-57090 Commission fee	$1,290.00	$0.00	$55.00	$425.00	$0.00	$0.00	$0.00	$0.00	$0.00	$0.00
4551-57100 Bad debts	$1,254.00	$6,372.00	($1,581.22)	$0.00	$0.00	$0.00	$0.00	$0.00	$0.00	$0.00
4551-57160 Grants	$3,248,641.00	$2,698,330.00	$0.00	$0.00	$0.00	$0.00	$0.00	$0.00	$0.00	$0.00
4551-57190 Bond interest	$470.00	$300.00	$129.67	$0.00	$200.00	$200.00	$200.00	$200.00	$200.00	$200.00
4551-57290 Credit card usage fee	$5,609.00	$5,487.00	$4,449.76	$1,414.15	$5,400.00	$5,400.00	$5,400.00	$5,400.00	$5,400.00	$5,400.00
4551-57850 Other charges	$0.00	$0.00	$6,615.81	$7,277.39	$6,600.00	$6,600.00	$6,600.00	$6,600.00	$6,600.00	$6,600.00
4551-71010 Equipment	$14,700.00	$50,857.00	$14,989.72	$9,200.01	$0.00	$0.00	$0.00	$0.00	$0.00	$0.00
4551-71020 Improvements	$0.00	$0.00	$0.00	$14,524.26	$0.00	$0.00	$0.00	$0.00	$0.00	$0.00
4551-71040 Software	$3,808.00	$23,565.00	$18,284.62	$17,776.66	$0.00	$0.00	$0.00	$0.00	$0.00	$0.00
4551-73010 COVID-19	$0.00	$0.00	$1,431.34	$0.00	$0.00	$0.00	$0.00	$0.00	$0.00	$0.00
Total operating expenditures	***$11,327,914.00***	***$12,928,200.00***	***$10,577,576.16***	***$10,251,507.41***	***$12,541,800.00***	***$12,944,314.00***	***$13,362,804.68***	***$13,797,908.63***	***$14,250,287.85***	***$14,720,630.78***
Services provided										
4551-69266 Deputy city manager	$0.00	$0.00	$0.00	$0.00	$0.00	$0.00	$0.00	$0.00	$0.00	$0.00
4551-69267 Risk liability	$0.00	$0.00	$11,627.00	$0.00	$0.00	$0.00	$0.00	$0.00	$0.00	$0.00
4551-69332 Service provided - Legal out of scope	$0.00	$849.00	$0.00	$3,557.00	$0.00	$0.00	$0.00	$0.00	$0.00	$0.00
4551-69333 Fleet maintenance - fuel	$11,146.00	$1,816.00	$3,483.56	$4,244.05	$3,600.00	$3,600.00	$3,600.00	$3,600.00	$3,600.00	$3,600.00
4551-69336 Parks other	$0.00	$8,251.00	$5,091.45	$0.00	$8,300.00	$8,300.00	$8,300.00	$8,300.00	$8,300.00	$8,300.00

	FY 2018	FY 2019	FY 2020	FY 2021	FY 2022	FY 2023	FY 2024	FY 2025	FY 2026	FY 2027
OPERATING	**Actual**	**Actual**	**Actual**	**Actual**	**Budget**	**Proposed**	**Proposed**	**Proposed**	**Proposed**	**Proposed**
4551-69337 Fleet sublet	$1,751.00	$4,192.00	$165.91	$447.63	$4,200.00	$4,200.00	$4,200.00	$4,200.00	$4,200.00	$4,200.00
4551-69338 Buildings other	$52.00	$210.00	$35.30	$5,794.76	$200.00	$200.00	$200.00	$200.00	$200.00	$200.00
4551-69340 Fleet labor	$823.00	$10,430.00	$3,356.94	$849.22	$5,000.00	$5,000.00	$5,000.00	$5,000.00	$5,000.00	$5,000.00
4551-69341 Fleet parts	$225.00	$2,927.00	$2,985.45	$454.42	$2,000.00	$2,000.00	$2,000.00	$2,000.00	$2,000.00	$2,000.00
4551-69345 Conv Center	$80.00	$80.00	$80.00	$0.00	$100.00	$100.00	$100.00	$100.00	$100.00	$100.00
4551-59349 CNG fuel usage	$46,320.00	$47,723.00	$37,463.75	$19,419.07	$40,000.00	$40,000.00	$40,000.00	$40,000.00	$40,000.00	$40,000.00
4551-69363 Fire services	$0.00	$390.00	$0.00	$0.00	$0.00	$0.00	$0.00	$0.00	$0.00	$0.00
4551-69365 Police services	$42.00	$0.00	$0.00	$0.00	$0.00	$0.00	$0.00	$0.00	$0.00	$0.00
4551-69366 Recreation services	$1,000.00	$0.00	$0.00	$0.00	$1,000.00	$1,000.00	$1,000.00	$1,000.00	$1,000.00	$1,000.00
4551-69380 Investment services fee	$3,426.00	$4,144.00	$5,522.76	$3,707.14	$1,700.00	$1,700.00	$1,700.00	$1,700.00	$1,700.00	$1,700.00
Total services provided	***$64,865.00***	***$81,012.00***	***$69,812.12***	***$38,473.29***	***$66,100.00***	***$66,100.00***	***$66,100.00***	***$66,100.00***	***$66,100.00***	***$66,100.00***
Allocations										
4551-92920 Allocation - Depreciation - Buildings	$602,459.00	$602,459.00	$602,459.35	$0.00	$502,500.00	$502,500.00	$502,500.00	$502,500.00	$502,500.00	$502,500.00
4551-92930 Allocation - Depreciation - Improvements	$76,561.00	$76,561.00	$76,599.58	$0.00	$76,600.00	$76,600.00	$76,600.00	$76,600.00	$76,600.00	$76,600.00
4551-92940 Allocation - Depreciation - Equipment	$121,766.00	$255,405.00	$370,582.01	$0.00	$120,400.00	$120,400.00	$120,400.00	$120,400.00	$120,400.00	$120,400.00
4551-92943 Allocation - Depreciation - Vehicles	$1,608,999.00	$1,549,283.00	$1,480,158.64	$0.00	$1,658,400.00	$1,658,400.00	$1,658,400.00	$1,658,400.00	$1,658,400.00	$1,658,400.00
4551-94121 Allocation - G/G - Risk-Liability	$1,404.00	$4,320.00	$9,588.00	$2,851.20	$2,900.00	$2,900.00	$2,900.00	$2,900.00	$2,900.00	$2,900.00
4551-94141 Allocation - G/G - Information services	$267,396.00	$344,904.00	$354,072.00	$128,894.28	$128,900.00	$128,900.00	$128,900.00	$128,900.00	$128,900.00	$128,900.00
4551-94142 Allocation - G/G - Geo. Info. Services	$17,100.00	$10,728.00	$11,880.00	$9,135.48	$9,100.00	$9,100.00	$9,100.00	$9,100.00	$9,100.00	$9,100.00
4551-94143 Allocation - G/G - Telephone service	$3,636.00	$5,400.00	$5,820.00	$0.00	$0.00	$0.00	$0.00	$0.00	$0.00	$0.00
4551-94182 Allocation - IT replacement	$40,310.00	$19,101.00	$18,015.97	$0.00	$19,100.00	$19,100.00	$19,100.00	$19,100.00	$19,100.00	$19,100.00
4551-97401 Allocation - Transit admin	$3,980.00	$21,017.00	$13,372.45	$0.00	$0.00	$0.00	$0.00	$0.00	$0.00	$0.00
4551-98015 Allocation - Deputy city manager	$83,448.00	$74,040.00	$28,704.00	$0.00	$0.00	$0.00	$0.00	$0.00	$0.00	$0.00
4551-98030 Allocation - Fin - Management	$0.00	$0.00	$0.00	$12,849.72	$12,900.00	$12,900.00	$12,900.00	$12,900.00	$12,900.00	$12,900.00
4551-98070 Allocation - GS Director	$0.00	$0.00	$0.00	$14,718.72	$14,700.00	$14,700.00	$14,700.00	$14,700.00	$14,700.00	$14,700.00
4551-98102 Allocation - City clerk	$10,212.00	$9,996.00	$9,984.00	$7,602.12	$7,600.00	$7,600.00	$7,600.00	$7,600.00	$7,600.00	$7,600.00
4551-98105 Allocation - Legal fees - In scope	$1,896.00	$2,592.00	$3,228.00	$4,940.76	$4,900.00	$4,900.00	$4,900.00	$4,900.00	$4,900.00	$4,900.00
4551-98130 Allocation - G/G - Fin - Budget &	$52,944.00	$35,496.00	$61,788.00	$56,772.24	$56,800.00	$56,800.00	$56,800.00	$56,800.00	$56,800.00	$56,800.00
4551-98132 Allocation - G/G - Fin - Accounting	$24,528.00	$19,068.00	$14,412.00	$15,520.68	$15,500.00	$15,500.00	$15,500.00	$15,500.00	$15,500.00	$15,500.00
4551-98135 Allocation - G/G - Fin - Materials	$37,752.00	$29,700.00	$15,900.00	$21,363.24	$21,400.00	$21,400.00	$21,400.00	$21,400.00	$21,400.00	$21,400.00
4551-98331 Allocation - P/W - Building other	$126,096.00	$86,580.00	$99,036.00	$95,736.96	$95,700.00	$95,700.00	$95,700.00	$95,700.00	$95,700.00	$95,700.00
4551-98332 Allocation - P/W - Parks other	$1,596.00	$2,976.00	$2,988.00	$2,161.92	$2,200.00	$2,200.00	$2,200.00	$2,200.00	$2,200.00	$2,200.00
Total allocations	***$3,082,083.00***	***$3,149,626.00***	***$3,178,588.00***	***$372,547.32***	***$2,749,600.00***	***$2,749,600.00***	***$2,749,600.00***	***$2,749,600.00***	***$2,749,600.00***	***$2,749,600.00***
Total Expenditures	**$15,313,517.00**	**$17,058,903.00**	**$14,711,094.24**	**$11,539,592.69**	**$16,420,700.00**	**$16,844,234.00**	**$17,284,165.08**	**$17,741,138.24**	**$18,215,824.05**	**$18,708,919.71**
Surplus (deficit)	**$5,109,812.00**	**($1,000,703.00)**	**$4,166,090.75**	**($3,143,697.07)**	**($3,604,400.00)**	**($3,858,062.00)**	**($4,124,651.67)**	**($4,404,731.73)**	**($4,698,888.04)**	**($5,007,730.57)**
Carryover from prior year		**$5,109,812.00**	**$4,109,109.00**	**$8,275,199.75**	**$5,131,502.68**	**$1,527,102.68**	**$0.00**	**$0.00**	**$0.00**	**$0.00**
Net surplus (deficit)		**$4,109,109.00**	**$8,275,199.75**	**$5,131,502.68**	**$1,527,102.68**	**($2,330,959.32)**	**($4,124,651.67)**	**($4,404,731.73)**	**($4,698,888.04)**	**($5,007,730.57)**

Exhibit 8.2.3 Sequoia Shuttle Baseline Financial Plan (Account 4553)

	FY 2018	FY 2019	FY 2020	FY 2021	FY 2022	FY 2023	FY 2024	FY 2025	FY 2026	FY 2027
OPERATING	**Actual**	**Actual**	**Actual**	**Actual**	**Budget**	**Proposed**	**Proposed**	**Proposed**	**Proposed**	**Proposed**
REVENUES										
4553-44502 Ticket sales	$348.00	$106,760.00	$63,394.00	$0.00	$45,000.00	$65,000.00	$68,250.00	$71,662.50	$75,245.63	$79,007.91
4553-44503 SEKI-Shuttle Seq/Kings	$1,476,394.00	$1,447,130.00	$917,836.00	$45,765.00	$1,450,000.00	$1,479,000.00	$1,508,580.00	$1,538,751.60	$1,569,526.63	$1,600,917.16
4553-44504 SEKI 5311(f) revenue	$0.00	$67,644.00	$52,160.84	$92,923.09	$0.00	$0.00	$0.00	$0.00	$0.00	$0.00
4553-45365 Sponsorship	$3,000.00	$0.00	$0.00	$0.00	$0.00	$0.00	$0.00	$0.00	$0.00	$0.00
4553-48617 Rebate revenue	$50.00	$134.00	$187.26	$33.13	$0.00	$0.00	$0.00	$0.00	$0.00	$0.00
4553-48620 Misc. revenue	($8.00)	$0.00	$0.00	$0.00	$0.00	$0.00	$0.00	$0.00	$0.00	$0.00
4553-66066 Local Trans Fd SB 325 - Operating	$0.00	$0.00	$50,000.00	$0.00	$0.00	$0.00	$0.00	$0.00	$0.00	$0.00
Total revenues	**$1,479,784.00**	**$1,621,668.00**	**$1,083,578.10**	**$138,721.22**	**$1,495,000.00**	**$1,544,000.00**	**$1,576,830.00**	**$1,610,414.10**	**$1,644,772.26**	**$1,679,925.07**
EXPENDITURES										
Operating expenditures										
4553-52520 Breakroom supplies/food	$126.00	$133.00	$183.82	$0.00	$200.00	$200.00	$200.00	$200.00	$200.00	$200.00
4553-52800 Business meetings	$304.00	$293.00	$0.00	$0.00	$0.00	$0.00	$0.00	$0.00	$0.00	$0.00
4553-52820 Training	$0.00	$0.00	$0.00	$0.00	$0.00	$0.00	$0.00	$0.00	$0.00	$0.00
4553-52840 General community support	$0.00	$0.00	$0.00	$0.00	$0.00	$0.00	$0.00	$0.00	$0.00	$0.00
4553-53010 Office supplies	$0.00	$254.00	$0.00	$0.00	$0.00	$0.00	$0.00	$0.00	$0.00	$0.00
4553-53200 Postage	$0.00	$0.00	$0.00	$62.99	$0.00	$0.00	$0.00	$0.00	$0.00	$0.00
4553-54010 Special departmental supplies	$7.00	$0.00	$0.00	$0.00	$0.00	$0.00	$0.00	$0.00	$0.00	$0.00
4553-54200 Equipment supplies & maintenance	$7,490.00	$11,873.00	$6,359.87	$3,289.47	$3,000.00	$3,000.00	$3,000.00	$3,000.00	$3,000.00	$3,000.00
4553-55010 Rents & leases	$9,093.00	$16,598.00	$19,050.55	$308.00	$28,000.00	$28,560.00	$29,131.20	$29,713.82	$30,308.10	$30,914.26
4553-55100 Professional & specialized services	$20,830.00	$24,515.00	$13,427.88	$3,600.00	$23,000.00	$23,460.00	$23,929.20	$24,407.78	$24,895.94	$25,393.86
4553-55201 Contracted services	$3,565.00	$8,050.00	$2,250.00	$0.00	$6,000.00	$6,000.00	$6,000.00	$6,000.00	$6,000.00	$6,000.00
4553-55300 Contracts - filters	($24,196.00)	$0.00	$0.00	$0.00	$0.00	$0.00	$0.00	$0.00	$0.00	$0.00
4553-55350 Contracts - bus services	$1,164,598.00	$1,271,954.00	$1,179,957.65	$0.00	$1,320,000.00	$1,372,800.00	$1,427,712.00	$1,484,820.48	$1,544,213.30	$1,605,981.83
4553-55390 Contracts - equipment repairs	$37,434.00	$38,394.00	$0.00	$3,451.00	$30,000.00	$30,000.00	$30,000.00	$30,000.00	$30,000.00	$30,000.00
4553-55600 Advertising	$43,338.00	$41,601.00	$24,675.00	$0.00	$40,000.00	$40,000.00	$40,000.00	$40,000.00	$40,000.00	$40,000.00
4553-55610 Promotions	$3,340.00	$3,507.00	$0.00	$0.00	$0.00	$0.00	$0.00	$0.00	$0.00	$0.00
4553-55620 Promotional materials	$8,778.00	$4,319.00	$0.00	$0.00	$4,000.00	$4,000.00	$4,000.00	$4,000.00	$4,000.00	$4,000.00
4553-55630 Promotional campaigns	$475.00	$0.00	$0.00	$0.00	$0.00	$0.00	$0.00	$0.00	$0.00	$0.00
4553-55830 Registration fees	$0.00	$10.00	$190.00	$196.03	$200.00	$200.00	$200.00	$200.00	$200.00	$200.00
4553-56010 Gasoline	$0.00	$1,343.00	$123.22	$0.00	$1,000.00	$1,000.00	$1,000.00	$1,000.00	$1,000.00	$1,000.00
4553-56020 Diesel	$0.00	$171.00	$0.00	$0.00	$200.00	$200.00	$200.00	$200.00	$200.00	$200.00
4553-56150 Telephone	$495.00	$319.00	$240.66	$19.91	$500.00	$500.00	$500.00	$500.00	$500.00	$500.00
4553-56151 Telephone - computer line	$732.00	$548.00	$432.80	$643.22	$700.00	$700.00	$700.00	$700.00	$700.00	$700.00
4553-57100 Bad debts	$0.00	$0.00	$0.00	$208.00	$0.00	$0.00	$0.00	$0.00	$0.00	$0.00
4553-57290 Credit card usage fee	$21.00	$278.00	$106.50	$0.00	$300.00	$300.00	$300.00	$300.00	$300.00	$300.00
4553-71010 Equipment	$0.00	$1,849.00	$654.00	$1,070.10	$0.00	$0.00	$0.00	$0.00	$0.00	$0.00
4553-71040 Software	$539.00	$93.00	$70.00	$42.00	$300.00	$300.00	$300.00	$300.00	$300.00	$300.00
Total operating expenditures	***$1,276,969.00***	***$1,426,102.00***	***$1,247,721.95***	***$12,890.72***	***$1,457,400.00***	***$1,511,220.00***	***$1,567,172.40***	***$1,625,342.09***	***$1,685,817.34***	***$1,748,689.95***
Services provided										
4553-69263 Transit - admin	$0.00	$0.00	$0.00	$0.00	$0.00	$0.00	$0.00	$0.00	$0.00	$0.00
4553-69333 Fleet maintenance - fuel	$49,518.00	$79,249.00	$48,679.94	$0.00	$85,000.00	$85,000.00	$85,000.00	$85,000.00	$85,000.00	$85,000.00
4553-69340 Fleet labor	$0.00	$2,903.00	$6,332.46	$0.00	$0.00	$0.00	$0.00	$0.00	$0.00	$0.00
4553-69366 Recreation services	$1,000.00	$1,000.00	$0.00	$0.00	$1,000.00	$1,000.00	$1,000.00	$1,000.00	$1,000.00	$1,000.00

	FY 2018	FY 2019	FY 2020	FY 2021	FY 2022	FY 2023	FY 2024	FY 2025	FY 2026	FY 2027
OPERATING	**Actual**	**Actual**	**Actual**	**Actual/Est.**	**Budget**	**Proposed**	**Proposed**	**Proposed**	**Proposed**	**Proposed**
4553-69370 Transit - admin	$20,829.00	$128,616.00	$62,320.22	$509.84	$128,600.00	$128,600.00	$128,600.00	$128,600.00	$128,600.00	$128,600.00
Total services provided	***$71,347.00***	***$211,768.00***	***$117,332.62***	***$509.84***	***$214,600.00***	***$214,600.00***	***$214,600.00***	***$214,600.00***	***$214,600.00***	***$214,600.00***
Allocations										
4553-92940 Allocation - Depreciation - Equipment	$0.00	$146.00	$1,750.05	$0.00	$200.00	$200.00	$200.00	$200.00	$200.00	$200.00
4553-92943 Allocation - Depreciation - Vehicles	$395,116.00	$382,860.00	$373,888.22	$0.00	$382,900.00	$382,900.00	$382,900.00	$382,900.00	$382,900.00	$382,900.00
4553-94182 Allocation - IT replacement	$2,947.00	$2,019.00	$0.01	$0.00	$2,000.00	$2,000.00	$2,000.00	$2,000.00	$2,000.00	$2,000.00
4553-98102 Allocation - City clerk	$468.00	$528.00	$864.00	$0.00	$0.00	$0.00	$0.00	$0.00	$0.00	$0.00
4553-98130 Allocation - G/G - Fin - Budget &	$1,908.00	$1,416.00	$2,436.00	$2,121.60	$2,100.00	$2,100.00	$2,100.00	$2,100.00	$2,100.00	$2,100.00
4553-98132 Allocation - G/G - Fin - Accounting	$1,488.00	$1,272.00	$1,152.00	$1,674.00	$1,700.00	$1,700.00	$1,700.00	$1,700.00	$1,700.00	$1,700.00
4553-98135 Allocation - G/G - Fin - Materials	$0.00	$0.00	$2,892.00	$1,027.08	$1,000.00	$1,000.00	$1,000.00	$1,000.00	$1,000.00	$1,000.00
Total allocations	***$401,927.00***	***$388,241.00***	***$382,982.28***	***$4,822.68***	***$389,900.00***	***$389,900.00***	***$389,900.00***	***$389,900.00***	***$389,900.00***	***$389,900.00***
Total Expenditures	**$1,750,243.00**	**$2,026,111.00**	**$1,748,036.85**	**$18,223.24**	**$2,061,900.00**	**$2,115,720.00**	**$2,171,672.40**	**$2,229,842.09**	**$2,290,317.34**	**$2,353,189.95**
Surplus (deficit)	**($270,459.00)**	**($404,443.00)**	**($664,458.75)**	**$120,497.98**	**($566,900.00)**	**($571,720.00)**	**($594,842.40)**	**($619,427.99)**	**($645,545.08)**	**($673,264.88)**
Carryover from prior year		**$0.00**	**$0.00**	**$0.00**	**$120,497.98**	**$0.00**	**$0.00**	**$0.00**	**$0.00**	**$0.00**
Net surplus (deficit)		**($404,443.00)**	**($664,458.75)**	**$120,497.98**	**($446,402.02)**	**($571,720.00)**	**($594,842.40)**	**($619,427.99)**	**($645,545.08)**	**($673,264.88)**

Exhibit 8.2.4 Transit Call Center Baseline Financial Plan (Account 4554)

	FY 2018	FY 2019	FY 2020	FY 2021	FY 2022	FY 2023	FY 2024	FY 2025	FY 2026	FY 2027
OPERATING	Actual	Actual	Actual	Actual	Budget	Proposed	Proposed	Proposed	Proposed	Proposed
REVENUES										
4554-48617 Rebate revenue	$10.00	$39.00	$16.74	$80.56	$0.00	$0.00	$0.00	$0.00	$0.00	$0.00
4554-48620 Misc. revenue	($32,640.00)	$0.00	$0.00	$0.00	$0.00	$0.00	$0.00	$0.00	$0.00	$0.00
4554-66050 Local grants	$0.00	$0.00	$0.00	$0.00	$0.00	$0.00	$0.00	$0.00	$0.00	Flat
4554-66066 Local Trans Fd SB 325 - Operating	$0.00	$0.00	$0.00	$0.00	$15,000.00	$15,225.00	$15,453.38	$15,685.18	$15,920.45	$16,159.26
4554-66068 FTA - Operating	$0.00	$311,816.00	$170,994.76	$152,965.11	$187,300.00	$191,046.00	$194,866.92	$198,764.26	$202,739.54	$206,794.33
Total revenues	**($32,630.00)**	**$311,855.00**	**$171,011.50**	**$153,045.67**	**$202,300.00**	**$206,271.00**	**$210,320.30**	**$214,449.43**	**$218,660.00**	**$222,953.59**
EXPENDITURES										
Salaries & benefits										
4555-51910 Contract employees	27,377.00	7,810.00	0.00	0.00	0.00	$0.00	$0.00	$0.00	$0.00	$0.00
Total salaries & benefits	***27,377.00***	***7,810.00***	***0.00***	***0.00***	***0.00***	***0.00***	***0.00***	***0.00***	***0.00***	***0.00***
Operating expenditures										
4554-52010 New employee expenses	$0.00	$22.00	$0.00	$0.00	$0.00	$0.00	$0.00	$0.00	$0.00	$0.00
4554-52040 Clothing & personal expenses	$0.00	$0.00	$466.01	($125.99)	$0.00	$0.00	$0.00	$0.00	$0.00	$0.00
4554-52100 Membership - organization	$0.00	$0.00	$0.00	$275.00	$0.00	$0.00	$0.00	$0.00	$0.00	$0.00
4554-52810 Conferences/seminars	$10.00	$0.00	$0.00	$0.00	$0.00	$0.00	$0.00	$0.00	$0.00	$0.00
4554-52820 Training	$253.00	$5,219.00	$526.00	$656.00	$1,500.00	$1,500.00	$1,500.00	$1,500.00	$1,500.00	$1,500.00
4554-52840 General community support	$0.00	$175.00	$0.00	$0.00	$0.00	$0.00	$0.00	$0.00	$0.00	$0.00
4554-53010 Office supplies	$0.00	$289.00	$83.39	$82.34	$500.00	$500.00	$500.00	$500.00	$500.00	$500.00
4554-53200 Postage	$0.00	$0.00	$17.11	$0.00	$0.00	$0.00	$0.00	$0.00	$0.00	$0.00
4554-53400 Publications/subscriptions	$0.00	$0.00	$0.00	$0.00	$0.00	$0.00	$0.00	$0.00	$0.00	$0.00
4554-54010 Special departmental supplies	$111.00	$0.00	$0.00	$0.00	$0.00	$0.00	$0.00	$0.00	$0.00	$0.00
4554-54020 Supplies	$0.00	$0.00	$0.00	$0.00	$0.00	$0.00	$0.00	$0.00	$0.00	$0.00
4554-54200 Equipment supplies & maintenance	$0.00	$0.00	($360.00)	$0.00	$0.00	$0.00	$0.00	$0.00	$0.00	$0.00
4554-55100 Professional & specialized services	$1,848.00	$0.00	$195.39	$37.58	$1,000.00	$1,000.00	$1,000.00	$1,000.00	$1,000.00	$1,000.00
4554-55310 Contracts - decorating services	$0.00	$0.00	$0.00	$0.00	$0.00	$0.00	$0.00	$0.00	$0.00	$0.00
4554-55350 Contracts - bus services	$8,692.00	$5,124.00	$832.06	$1,750.69	$5,000.00	$5,000.00	$5,000.00	$5,000.00	$5,000.00	$5,000.00
4554-55520 Computer software support	$0.00	$0.00	$817.36	$0.00	$0.00	$0.00	$0.00	$0.00	$0.00	$0.00
4554-55600 Advertising	$0.00	$0.00	$0.00	$0.00	$0.00	$0.00	$0.00	$0.00	$0.00	$0.00
4554-55610 Promotions	$0.00	$1,478.00	$702.29	$0.00	$1,500.00	$1,500.00	$1,500.00	$1,500.00	$1,500.00	$1,500.00
4554-55620 Promotional materials	$0.00	$0.00	$0.00	$2,811.77	$0.00	$0.00	$0.00	$0.00	$0.00	$0.00
4554-55630 Promotional campaigns	$250.00	$0.00	$4,690.00	$0.00	$1,000.00	$1,000.00	$1,000.00	$1,000.00	$1,000.00	$1,000.00
4554-55850 Radio maintenance	$0.00	$0.00	$360.00	$0.00	$0.00	$0.00	$0.00	$0.00	$0.00	$0.00
4554-56101 Edison (electric)	$143.00	$177.00	$141.91	$128.93	$200.00	$200.00	$200.00	$200.00	$200.00	$200.00
4554-56110 Natural gas	$196.00	$253.00	$220.71	$489.39	$300.00	$300.00	$300.00	$300.00	$300.00	$300.00
4554-56150 Telephone	$1,412.00	$1,142.00	$759.53	$318.80	$1,000.00	$1,000.00	$1,000.00	$1,000.00	$1,000.00	$1,000.00
4554-56157 Telephone - cellular/wireless	$35,577.00	$35,178.00	$30,560.78	$27,276.06	$35,000.00	$35,000.00	$35,000.00	$35,000.00	$35,000.00	$35,000.00
4554-71010 Equipment	$0.00	$0.00	$0.00	$2,595.07	$0.00	$0.00	$0.00	$0.00	$0.00	$0.00
4554-71040 Software	$0.00	$0.00	($1,012.75)	$599.88	$0.00	$0.00	$0.00	$0.00	$0.00	$0.00
Total operating expenditures	***$48,492.00***	***$49,057.00***	***$38,999.79***	***$36,895.52***	***$47,000.00***	***$47,000.00***	***$47,000.00***	***$47,000.00***	***$47,000.00***	***$47,000.00***

	FY 2018	FY 2019	FY 2020	FY 2021	FY 2022	FY 2023	FY 2024	FY 2025	FY 2026	FY 2027
OPERATING	**Actual**	**Actual**	**Actual**	**Actual**	**Budget**	**Proposed**	**Proposed**	**Proposed**	**Proposed**	**Proposed**
Services provided										
4554-69120 Lease - Transit	$33,653.00	$18,880.00	$17,722.80	$0.00	$19,000.00	$19,000.00	$19,000.00	$19,000.00	$19,000.00	$19,000.00
4554-69363 Fire services	$0.00	$65.00	$0.00	$0.00	$0.00	$0.00	$0.00	$0.00	$0.00	$0.00
4554-69370 Transit - Admin	$207,354.00	$133,994.00	$162,485.23	$173,492.35	$134,000.00	$134,000.00	$134,000.00	$134,000.00	$134,000.00	$134,000.00
Total services provided	***$241,007.00***	***$152,939.00***	***$180,208.03***	***$173,492.35***	***$153,000.00***	***$153,000.00***	***$153,000.00***	***$153,000.00***	***$153,000.00***	***$153,000.00***
Allocations										
4554-98102 Allocation - City clerk	$0.00	$528.00	$0.00	$0.00	$0.00	$0.00	$0.00	$0.00	$0.00	$0.00
4554-98130 Allocation - G/G - Fin - Budget &	$672.00	$528.00	$1,092.00	$801.96	$1,100.00	$1,100.00	$1,100.00	$1,100.00	$1,100.00	$1,100.00
4554-98132 Allocation - G/G - Fin - Accounting	$468.00	$468.00	$480.00	$407.76	$500.00	$500.00	$500.00	$500.00	$500.00	$500.00
4554-98135 Allocation - G/G - Fin - Materials	$0.00	$0.00	$0.00	$1,027.08	$1,000.00	$1,000.00	$1,000.00	$1,000.00	$1,000.00	$1,000.00
4554-98331 Allocation - P/W - Building other	$8,304.00	$5,700.00	$6,516.00	$7,858.08	$6,500.00	$6,500.00	$6,500.00	$6,500.00	$6,500.00	$6,500.00
4554-98332 Allocation - P/W - Parks other	$108.00	$192.00	$192.00	$177.72	$200.00	$200.00	$200.00	$200.00	$200.00	$200.00
Total allocations	***$9,552.00***	***$7,416.00***	***$8,280.00***	***$10,272.60***	***$9,300.00***	***$9,300.00***	***$9,300.00***	***$9,300.00***	***$9,300.00***	***$9,300.00***
Total Expenditures	**$299,051.00**	**$209,412.00**	**$227,487.82**	**$220,660.47**	**$209,300.00**	**$209,300.00**	**$209,300.00**	**$209,300.00**	**$209,300.00**	**$209,300.00**
Surplus (deficit)	**($331,681.00)**	**$102,443.00**	**($56,476.32)**	**($67,614.80)**	**($7,000.00)**	**($3,029.00)**	**$1,020.30**	**$5,149.43**	**$9,360.00**	**$13,653.59**
Carryover from prior year		**$0.00**	**$102,443.00**	**$45,966.68**	**$0.00**	**$0.00**	**$0.00**	**$1,020.30**	**$6,169.73**	**$15,529.73**
Net surplus (deficit)		**$102,443.00**	**$45,966.68**	**($21,648.12)**	**($7,000.00)**	**($3,029.00)**	**$1,020.30**	**$6,169.73**	**$15,529.73**	**$29,183.32**

Exhibit 8.2.5 V-Line Baseline Financial Plan (Account 4555)

	FY 2018	FY 2019	FY 2020	FY 2021	FY 2022	FY 2023	FY 2024	FY 2025	FY 2026	FY 2027
OPERATING	Actual	Actual	Actual	Actual	Budget	Proposed	Proposed	Proposed	Proposed	Proposed
REVENUES/REIMBURSEMENTS										
4555-44501 Farebox sales	$61,667.00	$68,464.00	$53,093.31	$15,272.55	$80,000.00	$81,600.00	$83,232.00	$84,896.64	$86,594.57	$88,326.46
4555-44502 Ticket sales	$114,758.00	$141,773.00	$135,229.00	$3,631.00	$43,000.00	$43,860.00	$44,737.20	$45,631.94	$46,544.58	$47,475.47
4555-48617 Rebate revenue	$25.00	$12.00	$18.79	$3.73	$0.00	$0.00	$0.00	$0.00	$0.00	$0.00
4555-64288 Sale of vehicles	$0.00	$0.00	$1,200.00	$0.00	$0.00	$0.00	$0.00	$0.00	$0.00	$0.00
4555-66045 State grants	$380,471.00	$0.00	$1,402,940.00	$0.00	$332,000.00	$336,980.00	$342,034.70	$347,165.22	$352,372.70	$357,658.29
4555-66058 FTA - Capital	$0.00	$0.00	$997,206.00	$0.00	$0.00	$0.00	$0.00	$0.00	$0.00	$0.00
Total revenues	**$556,921.00**	**$210,249.00**	**$2,589,687.10**	**$18,907.28**	**$455,000.00**	**$462,440.00**	**$470,003.90**	**$477,693.80**	**$485,511.85**	**$493,460.23**
Total revenues less Capital	**$556,921.00**	**$210,249.00**	**$1,592,481.10**	**$18,907.28**	**$455,000.00**	**$462,440.00**	**$470,003.90**	**$477,693.80**	**$485,511.85**	**$493,460.23**
4555-69900 Services provided reimbursement	$9,946.00	$0.00	$0.00	$0.00	$0.00	$0.00	$0.00	$0.00	$0.00	$0.00
Total reimbursements	**$9,946.00**	**$0.00**	**$0.00**	**$0.00**	**$0.00**	**$0.00**	**$0.00**	**$0.00**	**$0.00**	**$0.00**
Total operating revenues/reimbursements	**$566,867.00**	**$210,249.00**	**$1,592,481.10**	**$18,907.28**	**$455,000.00**	**$462,440.00**	**$470,003.90**	**$477,693.80**	**$485,511.85**	**$493,460.23**
EXPENDITURES										
Operating expenditures										
4555-52520 Breakroom supplies/food	$0.00	$0.00	$0.00	$0.00	$0.00	$0.00	$0.00	$0.00	$0.00	$0.00
4555-52800 Business meetings	$0.00	$0.00	$0.00	$0.00	$0.00	$0.00	$0.00	$0.00	$0.00	$0.00
4555-52840 General community support	$225.00	$0.00	$0.00	$0.00	$0.00	$0.00	$0.00	$0.00	$0.00	$0.00
4555-53200 Postage	$20.00	$134.00	$35.75	$0.00	$100.00	$100.00	$100.00	$100.00	$100.00	$100.00
4555-53210 UPS expenses	$25.00	$0.00	$0.00	$0.00	$0.00	$0.00	$0.00	$0.00	$0.00	$0.00
4555-54010 Special departmental supplies	$0.00	$0.00	$0.00	$0.00	$0.00	$0.00	$0.00	$0.00	$0.00	$0.00
4555-54100 Misc. other expenses	$0.00	$20.00	$0.00	$0.00	$0.00	$0.00	$0.00	$0.00	$0.00	$0.00
4555-54200 Equipment supplies and maintenance	$15,549.00	$2,208.00	$360.00	$0.00	$1,000.00	$1,000.00	$1,000.00	$1,000.00	$1,000.00	$1,000.00
4555-54820 Transit tickets	$1,351.00	$0.00	$0.00	$0.00	$0.00	$0.00	$0.00	$0.00	$0.00	$0.00
4555-55100 Professional & specialized services	$4,432.00	$5,191.00	$16,367.66	$7,650.00	$5,000.00	$5,000.00	$5,000.00	$5,000.00	$5,000.00	$5,000.00
4555-55201 Contracted services	$0.00	$726.00	$203.40	$423.75	$500.00	$500.00	$500.00	$500.00	$500.00	$500.00
4555-55350 Contracts - bus services	$301,653.00	$527,539.00	$546,057.10	$526,284.10	$840,000.00	$873,600.00	$908,544.00	$944,885.76	$982,681.19	$1,021,988.44
4555-55390 Contracts - Equipment repairs	$2,677.00	$25,895.00	$4,615.00	$0.00	$25,000.00	$25,000.00	$25,000.00	$25,000.00	$25,000.00	$25,000.00
2555-55520 Computer software support	$0.00	$0.00	$0.00	$1,200.00	$2,000.00	$2,000.00	$2,000.00	$2,000.00	$2,000.00	$2,000.00
4555-55600 Advertising	$24,826.00	$35,771.00	$14,152.78	$19,487.50	$25,000.00	$25,000.00	$25,000.00	$25,000.00	$25,000.00	$25,000.00
4555-55610 Promotions	$4,404.00	$6,624.00	$665.00	$0.00	$65,000.00	$65,000.00	$65,000.00	$65,000.00	$65,000.00	$65,000.00
4555-55620 Promotional materials	$1,034.00	$2,616.00	$0.00	$500.00	$2,500.00	$2,500.00	$2,500.00	$2,500.00	$2,500.00	$2,500.00
4555-55850 Radio maintenance	$0.00	$0.00	$810.00	$2,333.23	$0.00	$0.00	$0.00	$0.00	$0.00	$0.00
4555-57090 Commission fee	$0.00	$0.00	$60.00	$0.00	$0.00	$0.00	$0.00	$0.00	$0.00	$0.00
4555-71010 Equipment	$266.00	$596.00	$93.58	$0.00	$0.00	$0.00	$0.00	$0.00	$0.00	$0.00
4555-71040 Software	$876.00	$150.00	$2,212.75	$250.20	$0.00	$0.00	$0.00	$0.00	$0.00	$0.00
Total operating expenditures	***$357,338.00***	***$607,470.00***	***$585,633.02***	***$558,128.78***	***$966,100.00***	***$999,700.00***	***$1,034,644.00***	***$1,070,985.76***	***$1,108,781.19***	***$1,148,088.44***
Services provided										
4555-69349 CNG fuel usage	$37,115.00	$53,316.00	$45,579.92	$37,748.14	$53,300.00	$53,300.00	$53,300.00	$53,300.00	$53,300.00	$53,300.00
4555-69366 Recreation services	$0.00	$1,000.00	$800.00	$0.00	$1,000.00	$1,000.00	$1,000.00	$1,000.00	$1,000.00	$1,000.00
4555-69370 Transit - admin	$16,311.00	$49,320.00	$32,979.84	$3,792.62	$49,300.00	$49,300.00	$49,300.00	$49,300.00	$49,300.00	$49,300.00
Total services provided	***$53,426.00***	***$103,636.00***	***$79,359.76***	***$41,540.76***	***$103,600.00***	***$103,600.00***	***$103,600.00***	***$103,600.00***	***$103,600.00***	***$103,600.00***

	FY 2018	FY 2019	FY 2020	FY 2021	FY 2022	FY 2023	FY 2024	FY 2025	FY 2026	FY 2027
OPERATING	**Actual**	**Actual**	**Actual**	**Actual**	**Budget**	**Proposed**	**Proposed**	**Proposed**	**Proposed**	**Proposed**
Allocations										
4555-92943 Allocation - Depreciation - Vehicles	$74,169.00	$74,169.00	$74,168.88	$0.00	$74,200.00	$74,200.00	$74,200.00	$74,200.00	$74,200.00	$74,200.00
4555-98102 Allocation - City clerk	$468.00	$1,056.00	$0.00	$0.00	$0.00	$0.00	$0.00	$0.00	$0.00	$0.00
4555-98130 Allocation - G/G - Fin - Budget &	$1,284.00	$1,164.00	$1,128.00	$1,045.56	$1,100.00	$1,100.00	$1,100.00	$1,100.00	$1,100.00	$1,100.00
4555-98132 Allocation - G/G - Fin - Accounting	$1,068.00	$1,332.00	$648.00	$794.28	$600.00	$600.00	$600.00	$600.00	$600.00	$600.00
4555-98135 Allocation - G/G - Fin - Materials	$0.00	$1,416.00	$0.00	$0.00	$0.00	$0.00	$0.00	$0.00	$0.00	$0.00
Total allocations	***$76,989.00***	***$79,137.00***	***$75,944.88***	***$1,839.84***	***$75,900.00***	***$75,900.00***	***$75,900.00***	***$75,900.00***	***$75,900.00***	***$75,900.00***
Total Expenditures	**$487,753.00**	**$790,243.00**	**$740,937.66**	**$601,509.38**	**$1,145,600.00**	**$1,179,200.00**	**$1,214,144.00**	**$1,250,485.76**	**$1,288,281.19**	**$1,327,588.44**
Surplus (deficit)	**$79,114.00**	**($579,994.00)**	**$851,543.44**	**($582,602.10)**	**($690,600.00)**	**($716,760.00)**	**($744,140.10)**	**($772,791.96)**	**($802,769.34)**	**($834,128.21)**
Carryover from prior year		**$79,114.00**	**$0.00**	**$851,543.44**	**$268,941.34**	**$0.00**	**$0.00**	**$0.00**	**$0.00**	**$0.00**
Net surplus (deficit)		**($500,880.00)**	**$851,543.44**	**$268,941.34**	**($421,658.66)**	**($716,760.00)**	**($744,140.10)**	**($772,791.96)**	**($802,769.34)**	**($834,128.21)**

8.3 Impact of Recommendations on Financial Plan

This section presents cost estimates for the individual recommendations presented in Chapters 6 and 7 and identifies the year of implementation. For ease of review, we have utilized the Combined Financial Plan, which clearly identifies the costs of each recommendation. The specific account to which the cost applies is noted in the narrative discussion.

For operating costs projected beyond the FY 2022/23 contracted operating rates, we have assumed a five percent annual increase. All operations recommendations were calculated using FY 2022/23 rates and escalated according to year of implementation.

Recommendation 1 – Increase staffing.

This would add one additional staffer at an annual compensation level (salary plus benefits) of approximately $110,000 beginning in FY 2022/23. There would also be training costs for this staffer as well as existing staff for a total of approximately $12,780 across the next five years (beginning in FY 2022/23). Training costs beyond FY 2026/27 are not estimated at this time. These additional costs are included in Account 4551 (Transit Operations).

Exhibit 8.3.1 Recommendation 1 financial impact

	FY 2022/23	FY 2023/24	FY 2024/25	FY 2025/26	FY 2026/27
Additional salary & benefits	$110,000	$110,000	$110,000	$110,000	$110,000
Training/certificate program	$5,390	$2,695	$2,695	$1,000	$1,000
Total	**$115,390**	**$112,695**	**$112,695**	**$111,000**	**$111,000**

Recommendation 2 – Install driver name placards inside the front of dial-a-ride vehicles.

At the time of this report, the cost for removeable nameplates and mounted brackets was approximately ten dollars per nameplate and ten dollars per bracket. Assuming a fleet of 11 dial-a-ride vehicles and 20 drivers, the cost to implement this would be approximately $350. As this one-time expense could be covered under the existing budget for supplies or equipment, no additional funds have been budgeted for this recommendation. Nameplates for new dial-a-ride drivers may be included in onboarding costs. Alternatively, paper nameplates could be printed on cardstock in-house as needed, which would limit the expenditure to the cost of the 11 mounting brackets (or approximately $110).

Recommendation 3 – Implement neighborhood circulators as feeders to trunk routes.

While specific neighborhood circulators have yet to be designed, we have budgeted for a six-month demonstration project for FY 2022/23 which would include 1,872 vehicle revenue hours. This provides 12 hours of service per day, five days per week, for 26 weeks. Using the dial-a-ride cost per vehicle revenue hour of $38.887 for FY 2022/23, this translates to a total hour cost of $72,796 for the demonstration project. Visalia Transit's operations contract also includes a fixed cost per vehicle revenue mile of $0.405. Using the City's FY 2020/21 performance data, we calculated an average fixed-route performance of 14.88 vehicle service miles per vehicle revenue hour. For 1,872 vehicle revenue hours, this translates to 30,008 vehicle service miles, for a total mileage cost of $11,281. This would result in a total cost for the demonstration project of $84,077. (If this service were added to Visalia Transit's regular service, it would result in an annual cost of $168,154, assuming FY 2022/23 rates.) The cost of the demonstration project is included in Account 4551 (Transit Operations) for FY 2022/23 only.

Recommendation 4 – Maintain minimum 30-minute service frequency throughout service day on Routes 1 and 2. Implement 15–20-minute service frequency during AM and PM peak service.

Adding frequency to Route 2 for a six-month demonstration period would result in the addition of 1,690 additional vehicle revenue hours. For all-day service, using the fixed-route cost per vehicle revenue hour of $39.547 for FY 2022/23, this translates to a total hour cost of $66,834 for the demonstration project. Visalia Transit's operations contract also includes a fixed cost per vehicle revenue mile of $1.058. Using the City's FY 2020/21 performance data, we calculated an average performance of 12.10 vehicle service miles per vehicle revenue hour for Route 2. For 1,690 vehicle revenue hours, this translates to 20,449 vehicle service miles, for a total mileage cost of $21,635. This would result in a total cost for the demonstration project of $88,469. (If this service were added to Visalia Transit's regular service, it would result in an annual cost of $176,938, assuming FY 2022/23 rates.)

For peak-hour only service, which would add only 910 vehicle revenue hours during the demonstration period, this translates to a total hour cost of $36,988. Using the average performance of 12.10 vehicle service miles per vehicle revenue hour for 910 vehicle revenue hours, this translates to 11,011 vehicle service miles, for a total mileage cost of $11,650. This would result in a total cost for the demonstration project of $48,638. (If this service were added to Visalia Transit's regular service, it would result in an annual cost of $97,276, assuming FY 2022/23 rates.)

The cost of the all-day demonstration project is included in Account 4551 (Transit Operations) for FY 2022/23 only.

Recommendation 5 – Consider providing extended weekday evening service on Routes 1 and 2. Introduce "first and last mile" coverage.

This recommendation has two separate strategies to be considered. The first is the extension of weekday evening service on Routes 1 and 2 until 10:00 p.m. on a six-month trial basis. This would add 130 vehicle revenue hours and an estimated 1,368 vehicle service miles to Route 1, resulting in a cost of $6,588 for the demonstration period. It would add 195 vehicle service miles and an estimated 2,360 vehicle service miles for Route 2, resulting in a cost of $10,209 for the demonstration period. The total cost to implement this strategy for the six-month demonstration period would be $16,797. Annual cost of implementation would be $33,594 (using FY 2022/23 rates). The cost of the demonstration project is included in Account 4551 (Transit Operations) for FY 2022/23 only.

This assumes the FY 2022/23 fixed-route cost per vehicle revenue hour of $39.547 and cost per vehicle service mile of $1.058. The average vehicle service miles per vehicle revenue hour (FY 2021) is 10.52 for Route 1 and 12.10 for Route 2.

The second strategy is the introduction of "first/last mile service" connecting the home-end portions of Routes 1 and 2 with rider destinations. The cost estimates provided here assume the service would be provided using City-owned dial-a-ride vehicles rather than contracting with Uber, Lyft, or a local taxi company. This assumes four hours of service per day, five days per week, for 26 weeks, using two vehicles. This translates to 1,040 vehicle revenue hours and 15,475 vehicle service miles, for a total cost of $46,709 for the demonstration period. Annual cost of implementation would be $93,418 (using FY 2022/23 rates).

This assumes the FY 2022/23 dial-a-ride cost per vehicle revenue hour of $38.887 and cost per vehicle service mile of $0.405. The average vehicle service miles per vehicle revenue hour (FY 2021) for the fixed-route service is 14.88. The cost of the demonstration project is included in Account 4551 (Transit Operations) for FY 2022/23 only.

Recommendation 6 – Work with COS to establish an inter-campus shuttle (school days only).

The cost of Recommendation 7 is dependent on a variety of factors including routing (which will determine vehicle revenue hours and miles), frequency, service span, and days of operation. With this many unknowns, it is impossible to calculate a proposed cost. As such, no cost estimate is provided for this recommendation.

Recommendation 7 - Introduce transit service to new developments.

While specific routes have yet to be designed, we have budgeted for a six-month demonstration project for FY 2022/23 which would include 1,560 vehicle revenue hours. Per vehicle, this provides 12 hours of service per day, five days per week, for 26 weeks. Using the dial-a-ride cost per vehicle revenue hour of $38.887 for FY 2022/23, this translates to a total hour cost of $60,664 for the demonstration project. Visalia Transit's operations contract also includes a fixed cost per vehicle revenue mile of $0.405. Using the City's FY 2020/21 performance data, we calculated an average fixed-route performance of 14.88 vehicle service miles per vehicle revenue hour. For 1,560 vehicle revenue hours, this translates to 23,213 vehicle service miles, for a total mileage cost of $9,401. This would result in a total cost for the demonstration project of $70,065 per vehicle deployed. (If this service were added to Visalia Transit's regular service, it would result in an annual cost of $140,130 per vehicle deployed, assuming FY 2022/23 rates.) The cost of the demonstration project is included in Account 4551 (Transit Operations) for FY 2022/23 only.

Recommendation 8 – Consider utilizing smaller vehicles, especially for lower productivity routes and/or neighborhood circulators.

The financial impact of Recommendation 9 is difficult to quantify. It is tied primarily to fuel usage and long-term vehicle replacement costs, which cannot be effectively estimated at this time. As such, no cost estimate is provided for this recommendation.

Recommendation 9 – Introduce service along Ben Maddox between Walnut and Caldwell.

While a specific route has yet to be designed, we have budgeted for a six-month demonstration project for FY 2022/23 which would include 1,560 vehicle revenue hours. This provides 12 hours of service per day, five days per week, for 26 weeks. Using the dial-a-ride cost per vehicle revenue hour of $38.887 for FY 2022/23, this translates to a total hour cost of $60,664 for the demonstration project. Visalia Transit's operations contract also includes a fixed cost per vehicle revenue mile of $0.405. Using the City's FY 2020/21 performance data, we calculated an average fixed-route performance of 14.88 vehicle service miles per vehicle revenue hour. For 1,560 vehicle revenue hours, this translates to 23,213 vehicle service miles, for a total mileage cost of $9,401. This would result in a total cost for the demonstration project of $70,065. (If this service were added to Visalia Transit's regular service, it would result in an annual cost of $140,130, assuming FY 2022/23 rates.) The cost of the demonstration project is included in Account 4551 (Transit Operations) for FY 2022/23 only.

Recommendation 10 – Upgrade or replace fareboxes.
The capital cost to upgrade or replace fareboxes for the fleet is yet to be determined.

Recommendation 11 – Syncromatics training for staff.
There is likely to be an additional fee (over and above existing costs) for the additional training. As such, we have budgeted a one-time cost of $3,000 for this recommendation. This cost is included in Account 4551 (Transit Operations) for FY 2022/23 only.

Recommendation 12 – Bus stop amenities improvements.
Actual costs to implement this recommendation will be largely dependent on repairs and maintenance needed, the current status of bus stop amenities, and what types of amenities are to be added. Therefore, we are recommending a placeholder budget of $35,000 per year (for a five-year total of $175,000). It would be up to the City to determine an annual workplan for bus stop improvements. This recommendation will be addressed within the Capital Plan.

Recommendation 13 – Transit Operations and Maintenance Facility.
The capital cost to repair and/or rehabilitate the Transit Operations and Maintenance Facility is yet to be determined. Costs under this recommendation include development of an analysis and multi-year improvement plan as well as the improvements themselves. Improvements would be budgeted in the Capital Plan.

Recommendation 14 – Support and increase awareness of the bus-bike connection.
There are two strategies identified under this recommendation. The first is to raise awareness of the bike-bus connection, which would be undertaken largely through marketing. We have budgeted a one-time cost of $7,500 for marketing activities and the development of collateral in support of this recommendation.

The second strategy is the improvements to the City's bicycling infrastructure at the transit center and other high-activity transit locations. We believe development of these capital improvements should be tied to grant funding from Caltrans or other sources, which will also determine the project budget. This strategy would be budgeted in the Capital Plan.

Recommendation 15 – Institute travel training program.
We recommend budgeting up to $25,000 annually to implement a travel training program. This is another recommendation that would be eligible for grant funding, which could cover trainer and driver staff hours, use of a vehicle, marketing and outreach, free-ride coupons, etc. For example, travel training is an eligible "non-traditional" project under FTA Section 5310. The expenses would be budgeted under Account 4554 (Transit Call Center).

Recommendation 16 – Enhance transit website/ensure transit website and GTFS information are kept up to date.

Such enhancements and the maintenance of GTFS information should be covered under existing budgets for marketing and website maintenance.

Exhibit 8.3.2 Combined Visalia Transit Financial Plan with Recommendations

	FY 2018	FY 2019	FY 2020	FY 2021	FY 2022	FY 2023	FY 2024	FY 2025	FY 2026	FY 2027
OPERATING	Actual	Actual	Actual	Actual/Est.	Budget	Proposed	Proposed	Proposed	Proposed	Proposed
REVENUES/REIMBURSEMENTS										
Operating revenues	$21,855,411	$17,491,431	$20,997,000	$8,176,896	$14,358,600	$14,588,883	$14,806,668	$15,028,964	$15,255,880	$15,487,528
Reimbursements	$581,939	$710,541	$727,255	$529,674	$610,000	$610,000	$610,000	$610,000	$610,000	$610,000
Total revenues/reimbursements	**$22,437,350**	**$18,201,972**	**$21,724,256**	**$8,706,570**	**$14,968,600**	**$15,198,883**	**$15,416,668**	**$15,638,964**	**$15,865,880**	**$16,097,528**
EXPENDITURES										
Salaries & benefits	$866,032	$907,875	$885,118	$877,065	$1,063,200	$1,084,220	$1,105,660	$1,127,530	$1,149,836	$1,172,589
Recommendation #1 - Salary						$110,000	$110,000	$110,000	$110,000	$110,000
Operating expenditures	$13,010,713	$15,010,829	$12,449,931	$10,859,422	$15,012,300	$15,502,234	$16,011,621	$16,541,236	$17,091,886	$17,664,409
Recommendation #1 - Training						$5,390	$2,695	$2,695	$1,000	$1,000
Recommendation #3 - Operating						$0	$0	$0	$0	$0
Recommendation #4 - Operating						$88,469	$0	$0	$0	$0
Recommendation #5 - Evening						$0	$35,274	$0	$0	$0
Recommendation #5 - First/Last Mile						$0	$49,044	$0	$0	$0
Recommendation #7 - Operating						$0	$0	$77,247	$0	$0
Recommendation #9 - Operating						$0	$0	$77,247	$0	$0
Recommendation #11 - Training						$3,000	$0	$0	$0	$0
Recommendation #14 - Marketing						$7,500	$0	$0	$0	$0
Recommendation #15 - Travel training						$25,000	$25,000	$25,000	$25,000	$25,000
Services provided	$430,645	$549,355	$446,713	$254,016	$537,300	$537,300	$537,300	$537,300	$537,300	$537,300
Allocations	$3,570,551	$3,624,420	$3,645,795	$389,482	$3,224,700	$3,224,700	$3,224,700	$3,224,700	$3,224,700	$3,224,700
Total Expenditures	**$17,877,941**	**$20,092,479**	**$17,427,557**	**$12,379,986**	**$19,837,500**	**$20,587,813**	**$21,101,295**	**$21,722,954**	**$22,139,723**	**$22,734,998**
Surplus (deficit)	**$4,559,409**	**($1,890,507)**	**$4,296,699**	**($3,673,416)**	**($4,868,900)**	**($5,388,930)**	**($5,684,627)**	**($6,083,991)**	**($6,273,842)**	**($6,637,470)**

8.4 Capital Improvement Plan

The baseline Capital Improvement Plan (Exhibit 8.4.1) reflects existing capital projects and vehicle purchases already identified by the City. Recurring annual expenses are shown through a planning horizon of FY 2026/27.

Exhibit 8.4.1 Baseline Capital improvement Plan

	FY 2021	FY 2022	FY 2023	FY 2024	FY 2025	FY 2026	FY 2027
Capital Revenues							
Beginning cash balance	$2,317,400.00	$4,258,200.00	$5,328,600.00	$2,505,600.00	$3,558,150.00	$1,517,650.00	$409,450.00
Local Transportation Funds	$1,500,000.00	$1,500,000.00	$1,500,000.00	$1,500,000.00	$1,500,000.00	$1,500,000.00	$1,500,000.00
FTA 5339	$597,300.00	$597,300.00	$597,300.00	$597,300.00	$597,300.00	$597,300.00	$597,300.00
SB 1	$218,500.00	$218,500.00	$218,500.00	$218,500.00	$218,500.00	$218,500.00	$218,500.00
National Park Service contract	$270,000.00	$270,000.00	$270,000.00	$270,000.00	$270,000.00	$270,000.00	$270,000.00
Other grant funding TBD			$20,000.00				
Total available	**$4,903,200.00**	**$6,844,000.00**	**$7,934,400.00**	**$5,091,400.00**	**$6,143,950.00**	**$4,103,450.00**	**$2,995,250.00**
Capital Projects							
Transit center doors (CP0331)	$100,000.00						
Bus stop & shelter improvements (CP9635)	$50,000.00	$50,000.00	$50,000.00	$50,000.00	$50,000.00	$50,000.00	$50,000.00
Consultant feasibility study (CP0448)	$50,000.00						
Repair Transit Center and Ops Facility concrete (CP0332)	$80,000.00						
Replace 4-post lift (EQ0161)	$20,000.00						
Install fall protection in maintenance bays (CP0449)	$20,000.00						
Satellite bus transfer facility (CP9572)		$500,000.00	$2,000,000.00				
Short- and long-range planning studies (CP9259)		$125,000.00	$25,000.00		$200,000.00	$25,000.00	
Transit bicycle lockers (CPNEW)			$20,000.00				
Replace Sequoia Shuttle buses (VH0226)	$250,000.00	$250,000.00	$250,000.00	$250,000.00	$250,000.00	$250,000.00	$250,000.00
Radio antenna and repeater (EQ0162)	$30,000.00						
New propane forklift (VH0227)	$25,000.00						
Replace Sequoia Shuttle trailers (annual) (VH0187)	$20,000.00	$20,000.00	$20,000.00	$20,000.00	$20,000.00	$20,000.00	$20,000.00
Replace CNG fixed-route buses with battery-electric buses (VH0135)		$505,400.00					
Transit operations facility large bus lifts (EQ0163)		$65,000.00		$68,250.00		$71,500.00	
Replace CNG fixed-route buses with battery-electric buses (VHNEW1)			$3,063,800.00	$1,045,000.00			
Expand charging infrastructure (CPNEW)				$100,000.00	$900,000.00		
Replace CNG fixed-route buses with battery-electric buses (VHNEW2)					$3,206,300.00	$3,277,500.00	
Total projects	**$645,000.00**	**$1,515,400.00**	**$5,428,800.00**	**$1,533,250.00**	**$4,626,300.00**	**$3,694,000.00**	**$320,000.00**
Balance/reserve	**$4,258,200.00**	**$5,328,600.00**	**$2,505,600.00**	**$3,558,150.00**	**$1,517,650.00**	**$409,450.00**	**$2,675,250.00**

8.5 Impact of Recommendations on Capital Improvement Plan

Only one capital recommendation is budgeted on the City's Capital Improvement Plan. This is Recommendation 13, which calls for a bus stop improvement program. These costs are programmed alongside the City's existing bus stop and shelter improvement project (CP9635) beginning in FY 2022/23.

Depending upon the success of the demonstration projects for the neighborhood shuttles and "first and last mile" connector service, there may be a future need for additional cutaway buses. However, we do not recommend purchasing additional vehicles for the City's dial-a-ride fleet before a need has been identified.

Exhibit 8.5.1 Capital Improvement Plan with Recommendations

	FY 2021	FY 2022	FY 2023	FY 2024	FY 2025	FY 2026	FY 2027
Capital Revenues							
Beginning cash balance	$2,317,400.00	$4,258,200.00	$5,328,600.00	$2,470,600.00	$3,488,150.00	$1,412,650.00	$269,450.00
Local Transportation Funds	$1,500,000.00	$1,500,000.00	$1,500,000.00	$1,500,000.00	$1,500,000.00	$1,500,000.00	$1,500,000.00
FTA 5339	$597,300.00	$597,300.00	$597,300.00	$597,300.00	$597,300.00	$597,300.00	$597,300.00
SB 1	$218,500.00	$218,500.00	$218,500.00	$218,500.00	$218,500.00	$218,500.00	$218,500.00
National Park Service contract	$270,000.00	$270,000.00	$270,000.00	$270,000.00	$270,000.00	$270,000.00	$270,000.00
Other grant funding TBD			$20,000.00				
Total available	**$4,903,200.00**	**$6,844,000.00**	**$7,934,400.00**	**$5,056,400.00**	**$6,073,950.00**	**$3,998,450.00**	**$2,855,250.00**
Capital Projects							
Transit center doors (CP0331)	$100,000.00						
Bus stop & shelter improvements (CP9635)	$50,000.00	$50,000.00	$50,000.00	$50,000.00	$50,000.00	$50,000.00	$50,000.00
Recommendation #13 - Bus stops			$35,000	$35,000	$35,000	$35,000	$35,000
Consultant feasibility study (CP0448)	$50,000.00						
Repair Transit Center and Ops Facility concrete (CP0332)	$80,000.00						
Replace 4-post lift (EQ0161)	$20,000.00						
Install fall protection in maintenance bays (CP0449)	$20,000.00						
Satellite bus transfer facility (CP9572)		$500,000.00	$2,000,000.00				
Short- and long-range planning studies (CP9259)		$125,000.00	$25,000.00		$200,000.00	$25,000.00	
Transit bicycle lockers (CPNEW)			$20,000.00				
Replace Sequoia Shuttle buses (VH0226)	$250,000.00	$250,000.00	$250,000.00	$250,000.00	$250,000.00	$250,000.00	$250,000.00
Radio antenna and repeater (EQ0162)	$30,000.00						
New propane forklift (VH0227)	$25,000.00						
Replace Sequoia Shuttle trailers (annual) (VH0187)	$20,000.00	$20,000.00	$20,000.00	$20,000.00	$20,000.00	$20,000.00	$20,000.00
Replace CNG fixed-route buses with battery-electric buses (VH0135)		$505,400.00					
Transit operations facility large bus lifts (EQ0163)		$65,000.00		$68,250.00		$71,500.00	
Replace CNG fixed-route buses with battery-electric buses (VHNEW1)			$3,063,800.00	$1,045,000.00			
Expand charging infrastructure (CPNEW)				$100,000.00	$900,000.00		
Replace CNG fixed-route buses with battery-electric buses (VHNEW2)					$3,206,300.00	$3,277,500.00	
Total projects	**$645,000.00**	**$1,515,400.00**	**$5,463,800.00**	**$1,568,250.00**	**$4,661,300.00**	**$3,729,000.00**	**$355,000.00**
Balance/reserve	**$4,258,200.00**	**$5,328,600.00**	**$2,470,600.00**	**$3,488,150.00**	**$1,412,650.00**	**$269,450.00**	**$2,500,250.00**

Appendix A | Rider Survey

Multiple approaches to community engagement were employed throughout the preparation of the City's Short Range Transit Plan to ensure broad representation from persons residing and/or employed throughout the Visalia Transit service area. This included surveys specific to fixed-route riders and demand-response patrons, a survey of the community at-large, and community workshops.

In early September 2021, a team of trained bilingual surveyors conducted a transit rider survey across all Visalia Transit local service lines. The survey effort did not include Visalia Transit's V-Line service linking Visalia and Fresno, nor the SEKI service linking Visalia and Sequoia National Park.

Despite a ridership decline of approximately 40 percent, a sample size of nearly 400 was achieved. This translates to a confidence level of 95-percent and margin of error of five percent.

While the bilingual survey team was prepared to assist Visalia Transit customers complete the survey onboard the bus if so requested, riders were also offered the option of completing the survey online after completing their ride. Business cards with a QR code linking to the online survey were provided.
Based on the collective survey data, the "profile" rider of Visalia Transit's fixed-route (local bus) service is:

- Age 18-44 (48 percent)
- Employed (32 percent)
- Rides the bus to travel to/from work (26 percent)
- Lacks access to a personal vehicle (79 percent)
- Lives in a household with an annual income of less than $25,000 (38 percent)
- Rides 3-4 day/week (26 percent)
- Pays cash for their bus ride (47 percent)

At the time of the survey, scheduled service was provided on 12 distinct route alignments. All routes operated Monday through Sunday. Service is provided in Visalia, Farmersville, Exeter, and Goshen.
Interline time-transfers are available at the downtown Visalia Transit Center (Oak and Santa Fe), Tulare City transit center, and at an informal transfer center on Mooney Blvd.

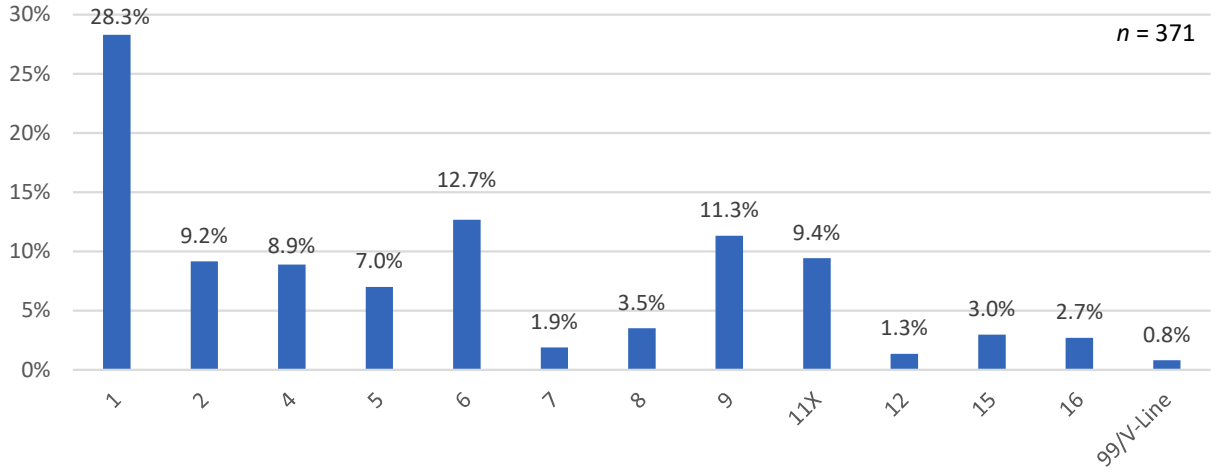
Q1: Which route are you riding?

The three routes which generated the highest survey participation were Routes 1 (28.3 percent), Route 6 (12.7 percent), and Route 9 (11.3 percent). On an aggregate basis these three routes accounted for more than half (52.3 percent) of all valid surveys realized.

While the survey fielding plan did not employ a stratified sampling methodology (given the impacts which the pandemic has had on historic Visalia Transit ridership patterns), these three routes happen to be the routes of greater ridership activity.

During FY2020/21, the top three ridership routes were Route 1 (159,000), Route 2 (81,000) and Route 4 (53,000). By contrast, Route 9 ranked fifth and Route 6 ranked seventh.

Exhibit A.1 Rider survey participation by route



Q2: Where did you board the bus for this trip?

Survey participants were asked to identify the location of their bus ride origin or starting point using either cross-streets or a local landmark. Not surprisingly, the two transit centers were identified as the most common trip starting points: Visalia (21.5 percent) and Tulare (5.1 percent). These were followed by five other "locations":

- Mooney Blvd (12 boarding points) (6.9 percent),
- Farmersville (8 boarding points) (2.4 percent),
- Ben Maddox (7 boarding points) (2.1 percent),
- Houston (7 boarding points) (2.1 percent), and
- College of Sequoias (1.5 percent).

Q3. Where do you plan to get off this bus?

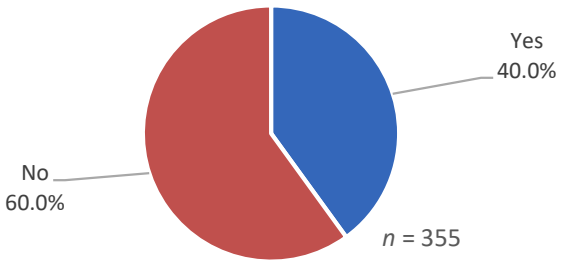
Here again, survey participants were asked to identify the location of where they ended their bus ride using either cross-streets or a local landmark. Not surprisingly, the two transit centers were identified as the most common trip end-points: Visalia (26.4 percent) and Tulare (3.6 percent). These were followed by Mooney Blvd (5.4 percent), Farmersville (3.0 percent), Walmart (3750 S. Mooney Blvd) (2.1 percent); and downtown Visalia, Goshen, and Orchard/Mooney.

Q4. Does this one-way trip include a transfer or connection to another bus route?

Forty percent of the survey participants indicated making one or more bus-to-bus connections in order to complete the surveyed trip.

Based on recent similar transit market research conducted in other medium-size California public transit settings, this incidence of transfer is higher than average. While Visalia Transit does not offer a free or reduced local service transfer option, pricing of its day pass (which allows unlimited rides on the day of issuance) is only twice that of the cash fare, one-way ride. Therefore, for the price of a round-trip, a transit rider could purchase a day-pass and enjoy unlimited rides. This is a very attractive alternative to the traditional free or reduced bus-to-bus transfer.

Exhibit A.2 Use of transfer/connection to another bus



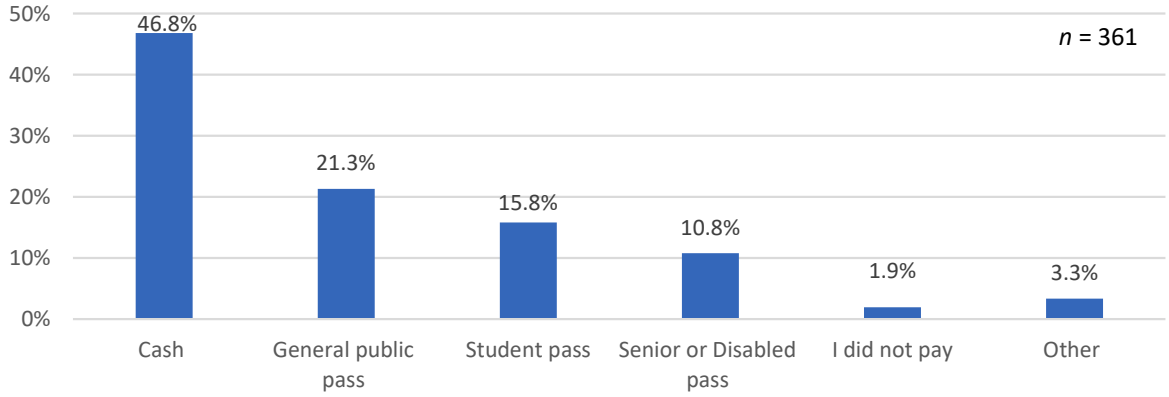
While the scope of the Short Range Transit Plan did not include a formal transfer analysis, the transit rider survey revealed five of the 12 Visalia Transit routes accounted for the greatest incidence of inter-route transfer activity: Routes 1,2,4,9, and 11X.

Also of interest was the incidence of transfer between Visalia Transit and Tulare County Area Transit. Two "connecting" routes were cited most frequently: Route 10 (to Dinuba), which originates at the Visalia Transit Center; and Route 40 (to Lindsay/Porterville), which originates at Government Plaza on South Mooney Blvd.

Q5. How did you pay for this ride?

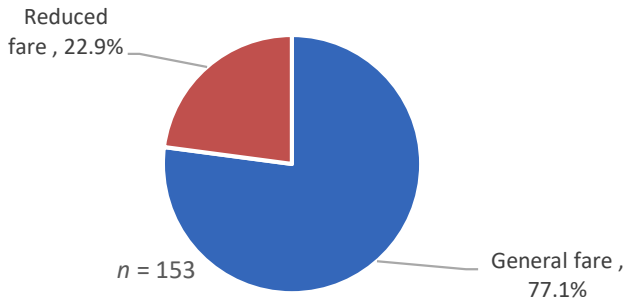
In addition to the cash fare, Visalia Transit offers a variety of pass or multi-ride fare options. "Cash" (46.8 percent) was by far the most common method of fare payment. Three other fare payment options garnered significant responses: "general public pass" (21.3 percent), "student pass" (15.8 percent), and "senior/disabled pass" (10.8 percent). Of those riders surveyed, only 1.5 percent cited the "monthly pass."

Exhibit A.3 Fare payment method



Of those indicating "paying cash, 77.1 percent cited the "general fare" while 22.9 percent indicated "reduced fare."

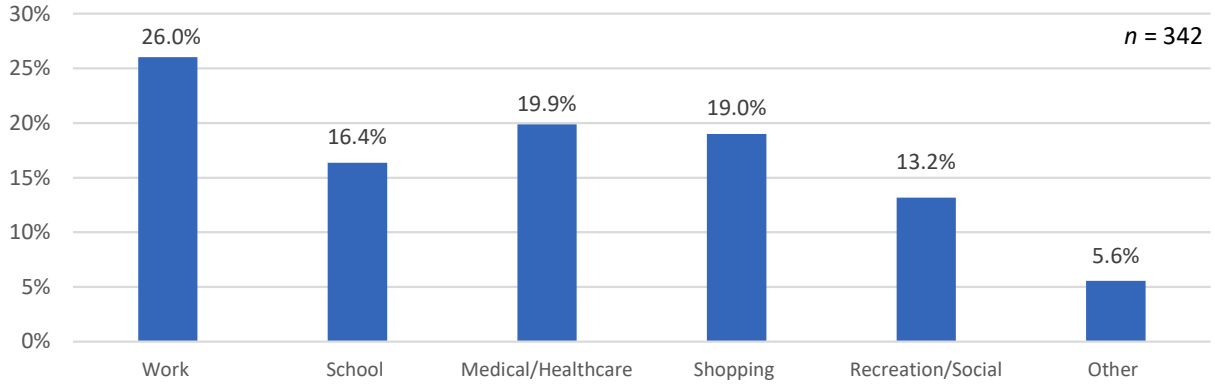
Exhibit A.4 Reduced fare usage



Q6. What is the main reason you are riding the bus today?

Both "work" and "school" are frequently recurring trip reasons, which contribute to the high number of weekly rides associated with the "profile rider." Four "trip purposes" stood out: "work" (26 percent), "medical/healthcare" (19.9 percent), "shopping" (19 percent), and "school" (16.4 percent).

Exhibit A.5 Trip purpose

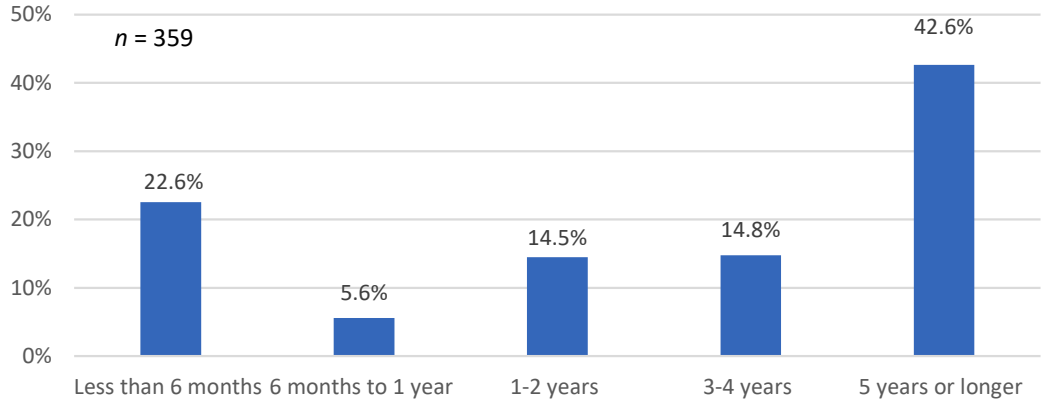


Q7. How long have you been riding Visalia Transit?

While survey participants were offered five response options from which to choose, the majority of responses fell into the two "extremes": "less than six months" (22.6 percent) and "five years or longer" (42.6 percent).

The rate of rider retention (within the population surveyed) declined approximately 75 percent (for the category "6 months to one year"). Perhaps this is reflective of the significant change in personal travel behavior arising from the pandemic.

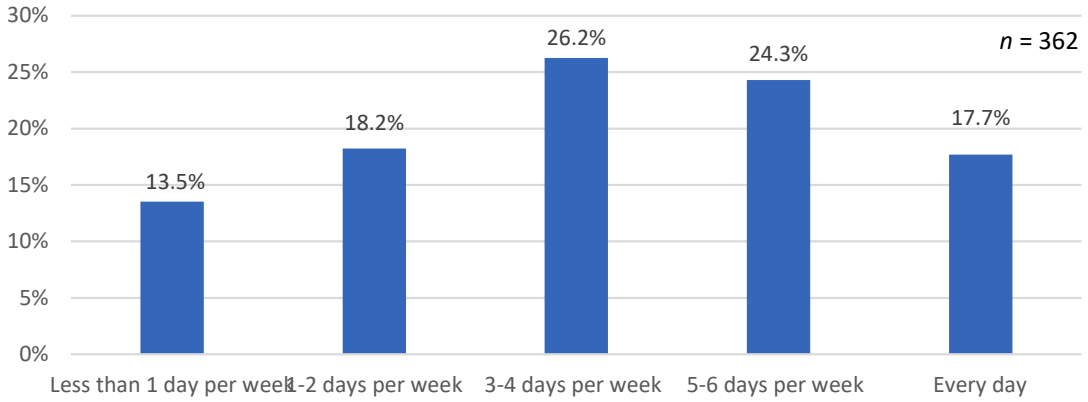
Exhibit A.6 Duration of patronage



Q8. How many times per week do you ride Visalia Transit?

Two response options garnered the greatest response: "3-4 days/week" (26.2 percent) and "5-6 days/week" (24.3 percent). On an aggregate basis these two response options account for nearly half of the total respondent pool. This suggests a dedicated/high-use customer base.

Exhibit A.7 Frequency of use



Q9. Do you currently use any of the following travel options in a typical month?

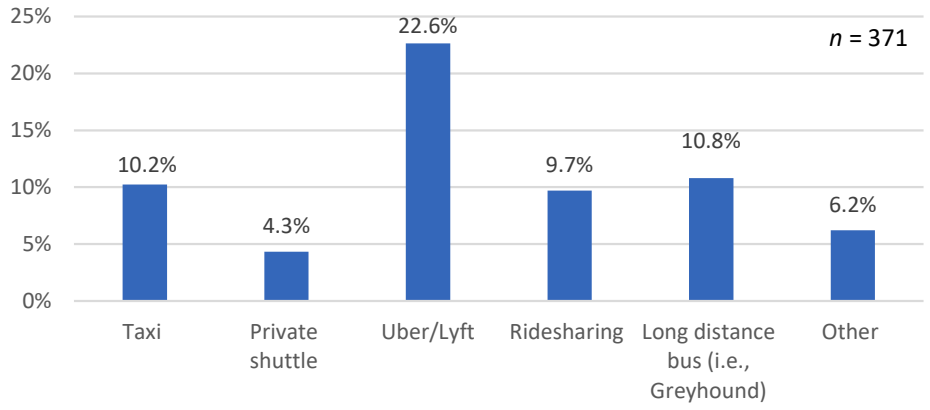
Selection of multiple responses was allowed, so the survey response tallies exceed one hundred percent.

Four response options were greatest: "Uber/Lyft" (22.6 percent), "long distance bus/Greyhound" (10.8 percent), "taxi" (10.2 percent), and "ridesharing" (9.7 percent). Among the "Other" option, "Tulare County Area Transit" was the most common response (2.4 percent).

Given Visalia Transit's service span, the number of persons selecting "Uber/Lyft" and/or "taxi" was somewhat surprising given the relationship between cost/ride and the "profile rider's" annual household income of less than $25,000. However, usage of Transportation Network Companies could be tied to weekend evening and/or late-night weekday mobility needs.

Given Greyhound serves the downtown Visalia Transit Center, connectivity with Greyhound's long distance bus network is not surprising given the low incidence of vehicle ownership noted for the "profile rider." The other north-south long distance travel option (within the San Joaquin Valley) is Amtrak, which is located in Hanford some 20 miles distant.

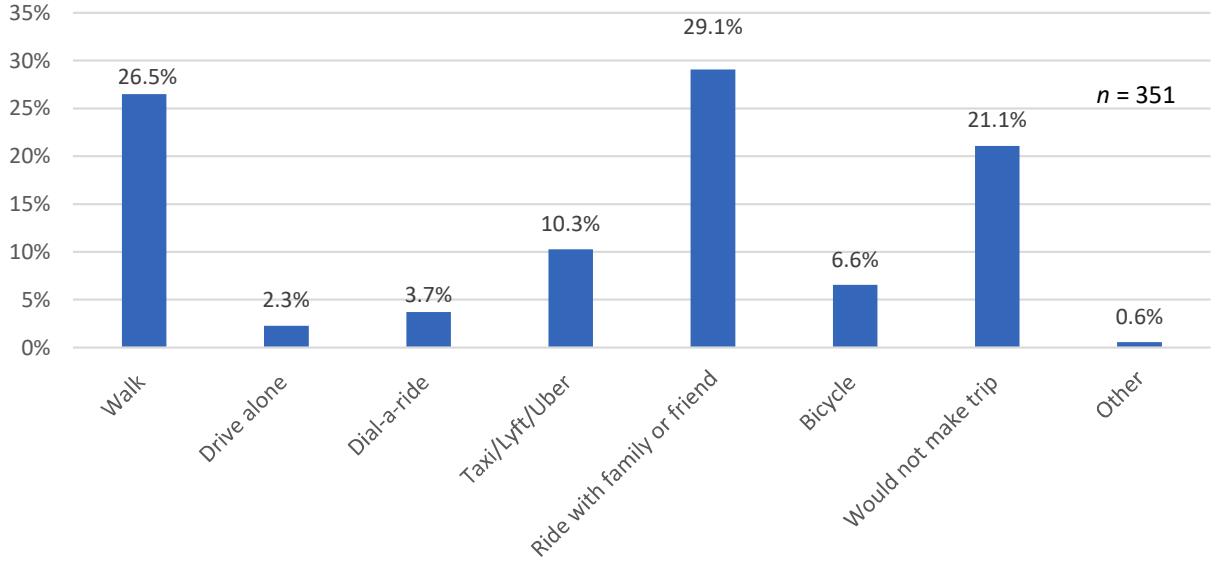
Exhibit A.8 Use of other travel options



Q10. If Visalia Transit had NOT been available today how would you have made this trip?

Survey participants were asked to select only one response option. Three answers stood out: "walk" (26.5 percent), "ride with family or friend" (29.1 percent), and "would not make (this) trip" (21.1 percent). Only 2.3 percent selected "drive alone", while "dial-a-ride" garnered 3.7 percent. Here again, this is not surprising given the "profile rider" data specific to vehicle ownership/access as well as an annual household income.

Exhibit A.9 Alternatives to transit



Q11. Survey participants were invited to indicate their satisfaction regarding a variety of Visalia Transit service attributes using four evaluation criteria: excellent, good, fair, and poor.

The "overall" service rating (combined "excellent" and "good") was 99.2 percent, which is high compared with other recent similar transit market research conducted in California.

While the other seven individual service attributes scored 80 percent or higher, "safe operation" and "onboard cleanliness" stood out.

Four areas for potential improvement are "hours of operation" and "service frequency". Addressing either of these would require the expenditure of additional transit operating dollars. However, two other attributes ("driver courtesy" and "availability of bus service information" would not likely require significant expenditures.

Exhibit A.10 On-time performance

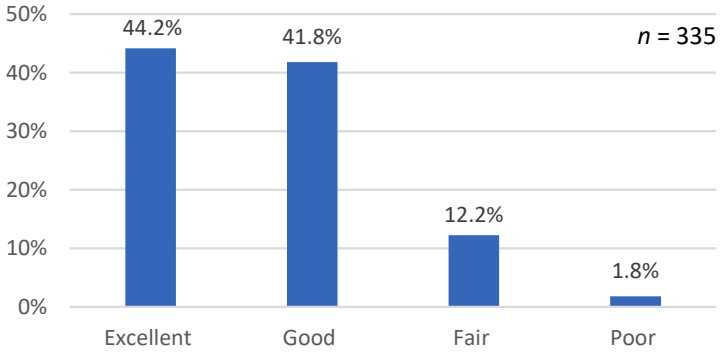


Exhibit A.11 Service frequency

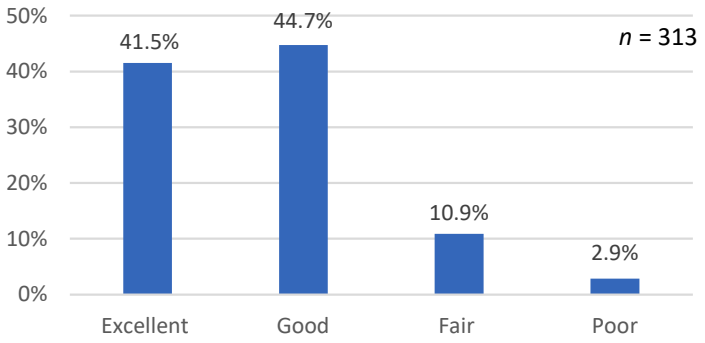


Exhibit A.12 Hours of operation

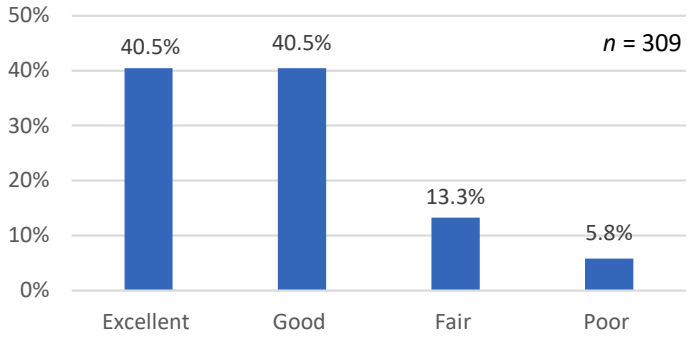


Exhibit A.13 Availability of service information

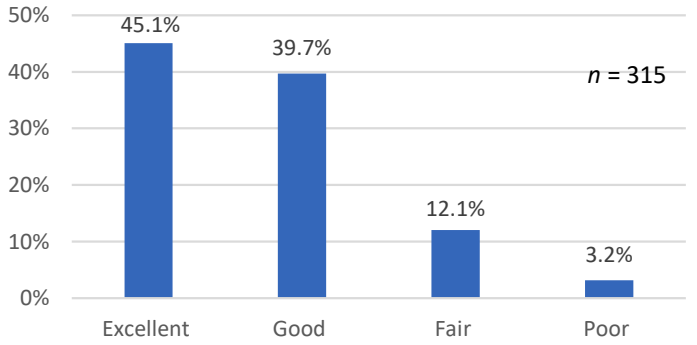


Exhibit A.14 Driver courtesy

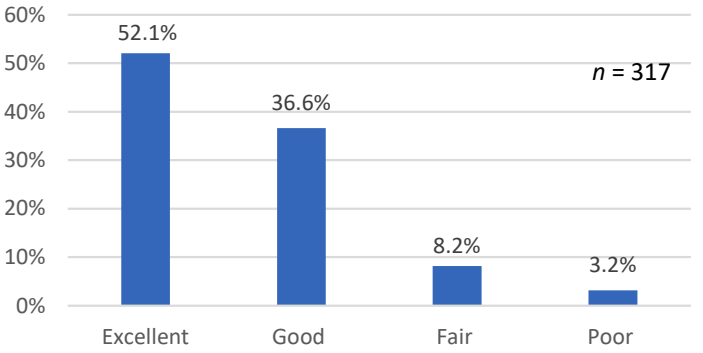


Exhibit A.15 Safe operation of vehicle

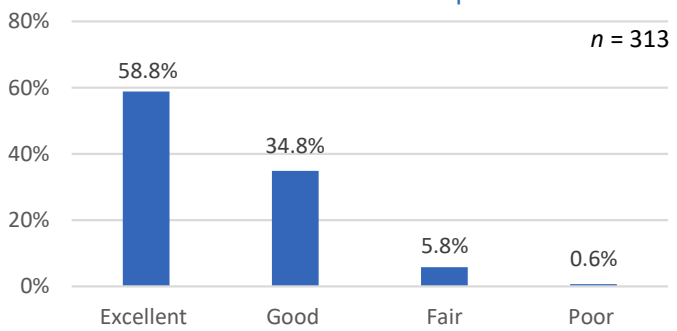


Exhibit A.16 Onboard cleanliness

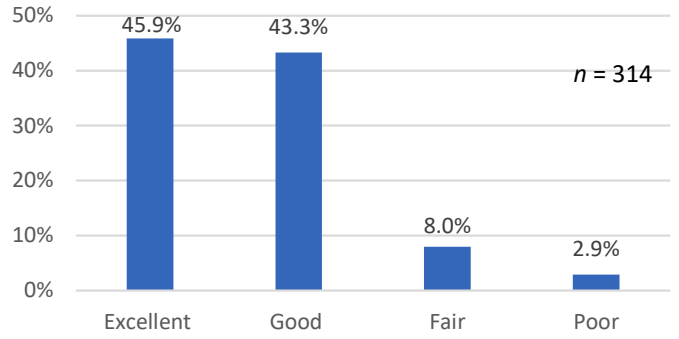
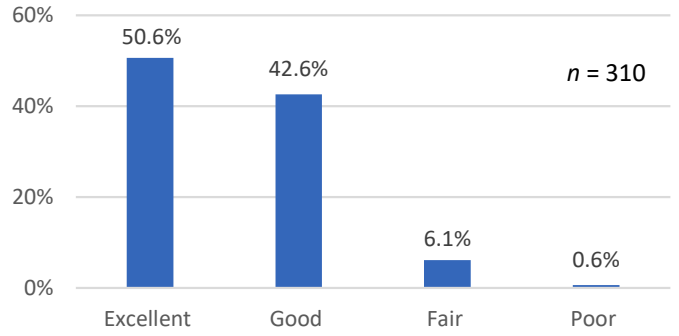


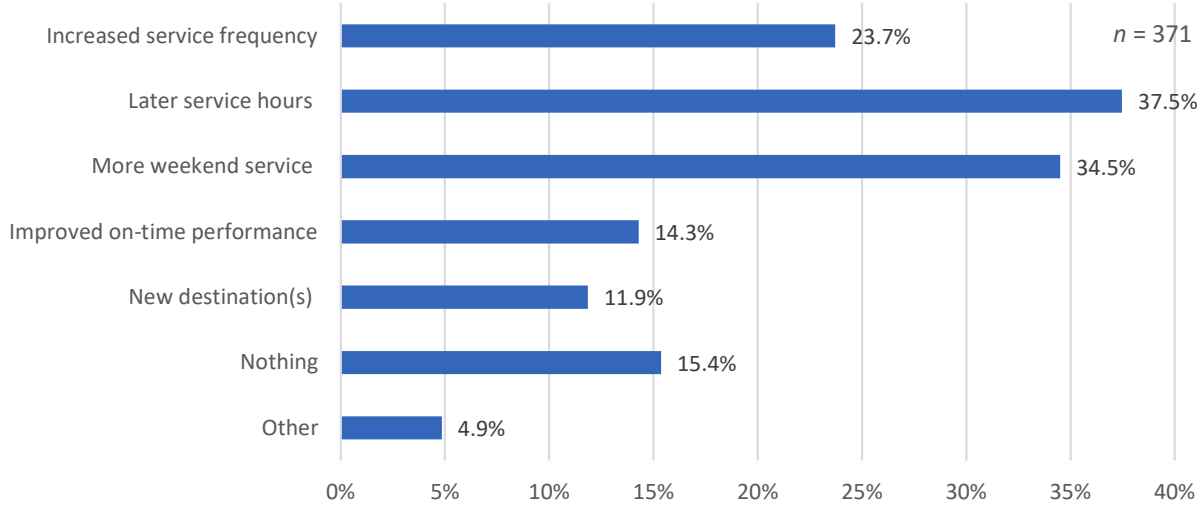
Exhibit A.17 Overall service



Q12. Which of the following potential changes would be most significant for you?
Survey participants were invited to select up to three responses. Therefore, the response totals exceed 100 percent.

Three potential service enhancement opportunities stand out: "later service hours" (37.5 percent), "more weekend service" (34.5 percent), and "increased service frequency" (23.7 percent). "New destinations" realized 11.9 percent. All were single responses except for "Houston and Ben Maddox" which had three. This destination is not currently served (directly) by Visalia Transit, the nearest service point being Route 8 along St. John's Parkway. The North Pointe shopping center is located on Ben Maddox north of Houston.

Exhibit A.18 Preferred service change

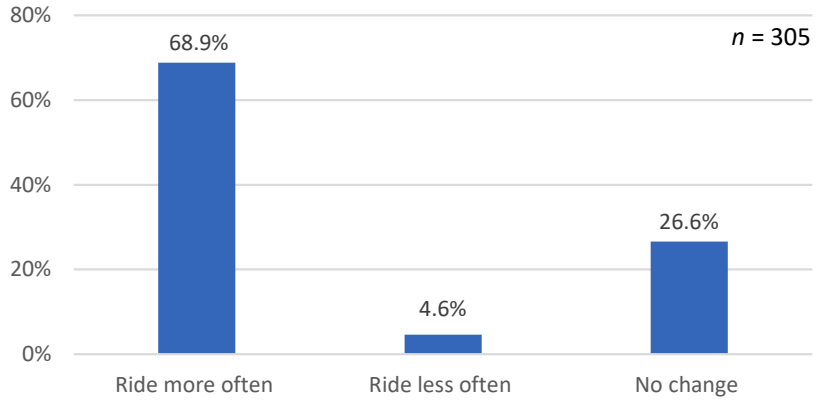


Q13. If the improvements you selected in Question 12 were introduced, how would it affect your use of public transit?

Nearly 70 percent of those survey participants identifying a preferred service improvement indicated implementing same would cause them to ride more often. This is quite favorable when compared with other recent transit market research conducted in California. We estimate this could result in an additional 25,000 unlinked trips annually.

Somewhat surprising is that an additional 26.6 percent indicated implementation of the desired improvement would have no impact on their transit travel behavior.

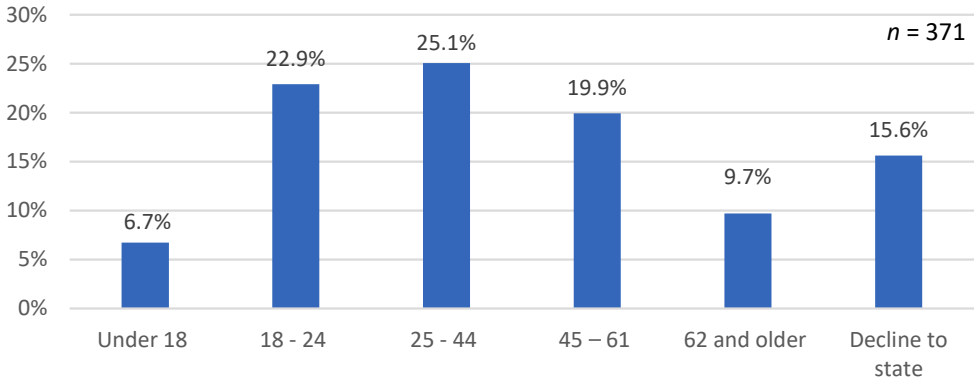
Exhibit A.19 Impact of preferred improvement



Q14. How old are you?

Based on 2019 census data, the average resident age in Visalia was 32 years. Nearly 30 percent of all residents were under 18 years of age; while approximately 12 percent were 65 years and older.

Exhibit A.20 Age



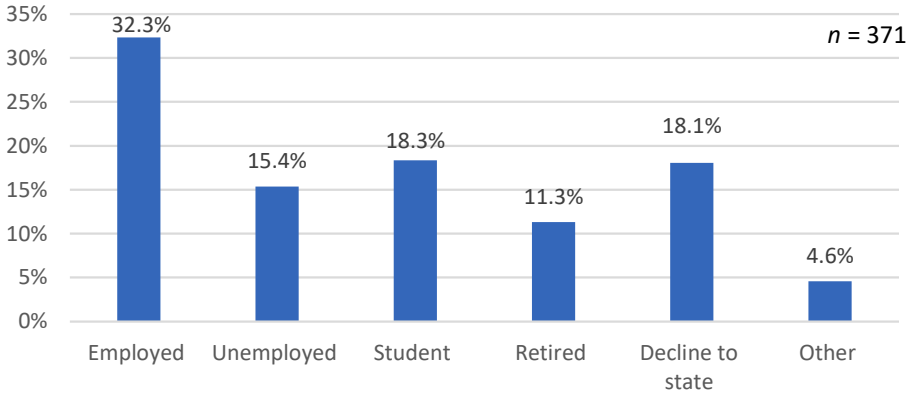
Q15. Which of the following best describes your employment status?

Within the "Other" category, the "disabled" option was selected by 3.2 percent.

Based on 2019 census data for Visalia, 61 percent of persons age 16 and above were employed.

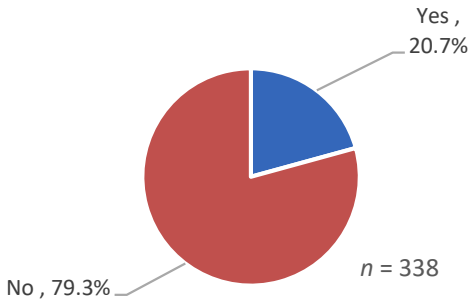
According to the 2019 census, 12 percent of Visalia's total population identified as "disabled." This figure declined to nine percent for persons 65 years and older.

Exhibit A.21 Employment status



Q16. Do you have access to a personal vehicle?

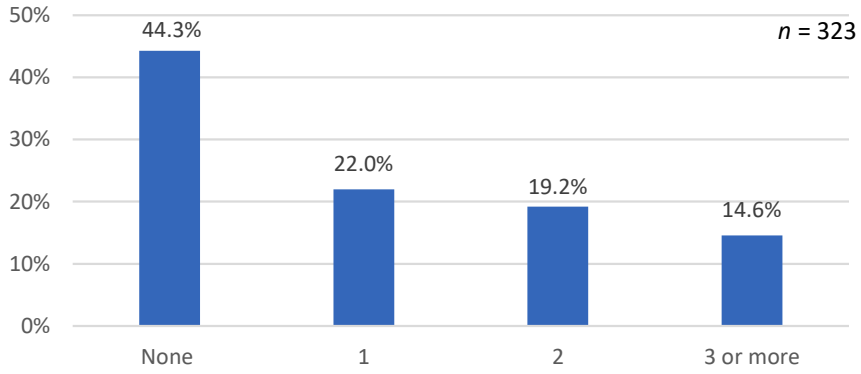
Exhibit A.22 Availability of access to a personal vehicle



Q17. How many vehicles/cars are in your household?

According to 2019 census data, 5.1 percent Visalia households indicated no vehicle ownership, while 32.4 percent reported having one vehicle.

Exhibit A.23 Number of vehicles in household



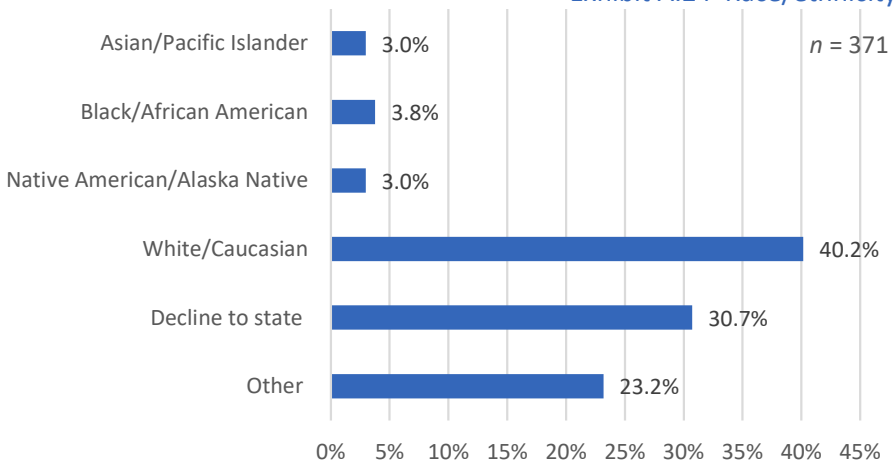
Q18. With which of the following do your most closely identify?

Survey participants were permitted to make multiple selections from amongst the various demographic response options. As such, the response tallies exceed 100 percent.

Within the "Other" category, 21.3 percent selected "Hispanic/Latino."

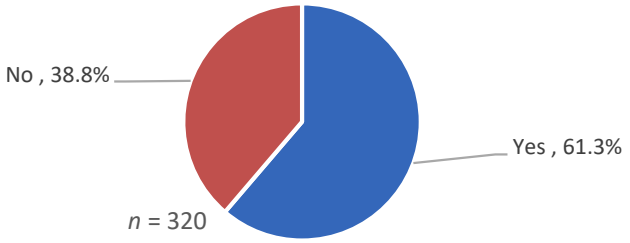
By contrast, 52.2 percent of Visalia's total population identified as "Hispanic/Latino," based on 2019 census data.

Exhibit A.24 Race/ethnicity



Q19. Do you identify as Hispanic or Latino (of any race)?

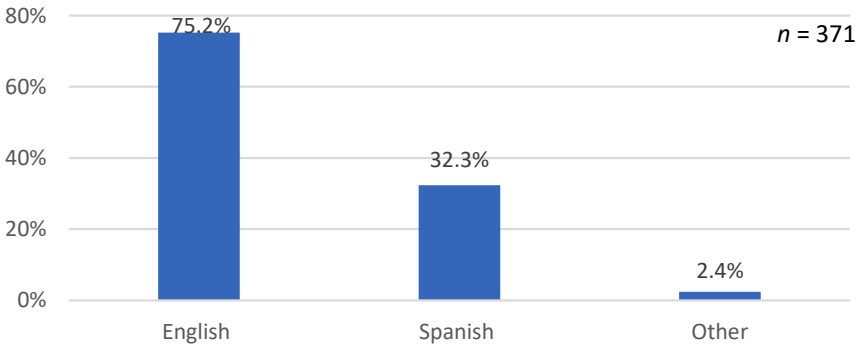
Exhibit A.25 Identification as Hispanic/Latino



Q20. Which of the following language(s) is spoken in your home?

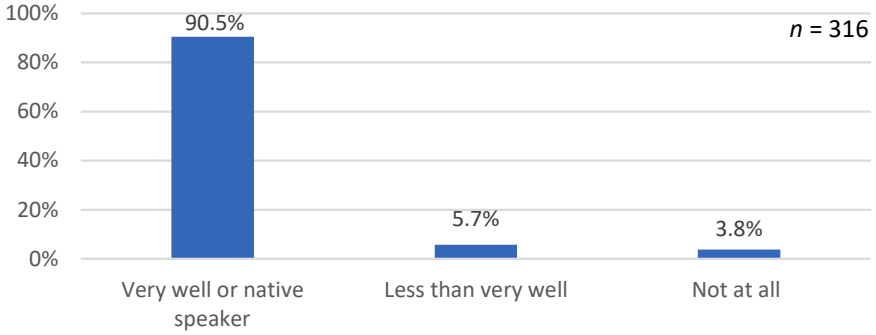
Survey participants were permitted to make multiple selections from among the various language options. Therefore, the response tallies exceed 100 percent. According to 2019 census data, 35.3 percent of Visalia households reported speaking a language other than English at home.

Exhibit A.26 Language(s) spoken at home



Q21. How well do you speak English?

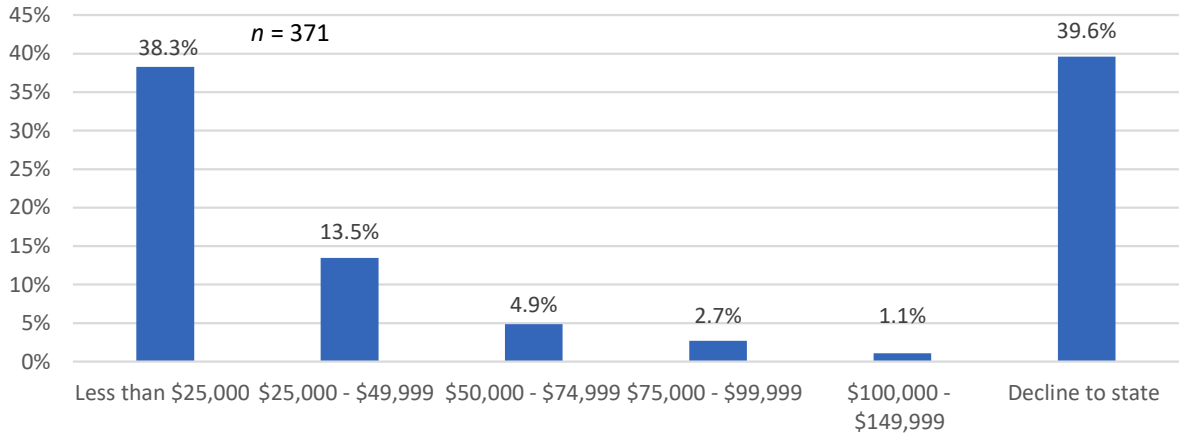
Exhibit A.27 English proficiency



Q22. What is your annual household income?

Nearly 40 percent of all survey participants selected "decline to state." According to 2019 census data, the average Visalia annual household income was $62,263.

Exhibit A.28 Annual household income



Q23. How many individuals (including yourself) live in your household?

According to 2019 census data, the average Visalia household included 3.02 persons.

Exhibit A.29 Household size

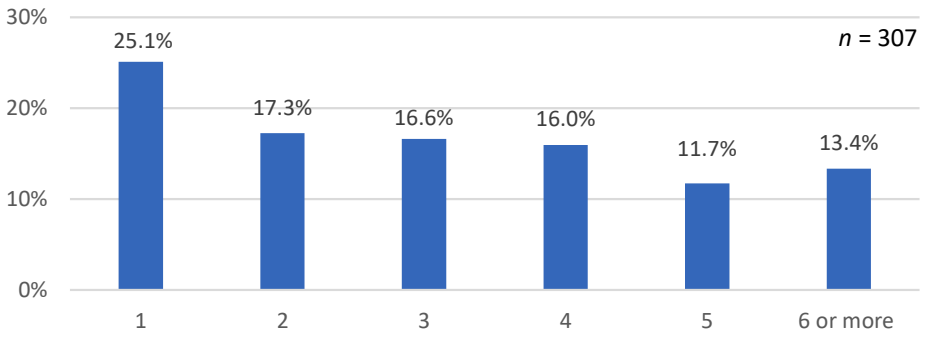


Exhibit A.30 Rider survey instrument (English)

For Staff Use *Route:* *Date:* *Time:* *AM/PM*

Visalia Transit 2021 Customer Survey

The City of Visalia is preparing an update of its Short Range Transit Plan. The Plan has three goals: 1) objective assessment of the current transit service; 2) identify practical, cost-effective strategies for enhancing the transit service, and 3) optimize the value of the community's investment in the transit program.

Please complete this short survey and return it to either the surveyor or driver before you leave the bus today. **Your responses should focus on the trip you are making now.** Our surveyors are available to help you complete the survey form if you wish. Each customer completing the survey will be entered into a random drawing for a series of $25 VISA gift cards. Thank you for helping improve the community's public transit service.

Section 1: Tell us about THIS ONE-WAY TRIP.

1. **Which route are you riding now?**
   - ❑ 1 ❑ 6 ❑ 11X ❑ 99/V-Line
   - ❑ 2 ❑ 7 ❑ 12
   - ❑ 4 ❑ 8 ❑ 15
   - ❑ 5 ❑ 9 ❑ 16

2. **Where did you board the bus for THIS trip? (cross- streets or landmark)**

   _____

3. **Where do you plan to get off THIS bus? (cross-streets or landmark)**

   _____

4. **Does this one-way trip include a transfer to or from another bus route?**
   - ❑ Yes ❑ No

   4a. If Yes, please identify the connecting route.

   _____

5. **How did you pay for THIS ride?**
   - ❑ Cash ❑ General public pass
   - ❑ Student pass ❑ Senior or Disabled pass
   - ❑ Token ❑ I did not pay.
   - ❑ Other (specify): _____

   5a. If you paid Cash, what fare category applies to you?
   - ❑ General fare ❑ Reduced fare

Continued on back ➔

6. **What is the main reason you are riding the bus today?**
   - ❑ Work ❑ School
   - ❑ Medical/Healthcare ❑ Shopping
   - ❑ Recreation/Social
   - ❑ Other (specify): _____

Section 2. Tell us about your travel habits.

7. **How long have you been riding Visalia Transit?**
   - ❑ Less than 6 months ❑ 3-4 years
   - ❑ 6 months to 1 year ❑ 5 years or longer
   - ❑ 1-2 years

8. **How many time per week do you ride Visalia Transit?**
   - ❑ Less than 1 day per week
   - ❑ 1-2 days per week
   - ❑ 3-4 days per week
   - ❑ 5-6 days per week
   - ❑ Every day

9. **Do you currently use any of the following travel options in a typical month? (Select all that apply.)**
   - ❑ Taxi ❑ Private shuttle
   - ❑ Uber/Lyft ❑ Ridesharing
   - ❑ Long distance bus (i.e., Greyhound)
   - ❑ Other (specify): _____

Section 3. Share your opinion about Visalia Transit and its services.

10. **If Visalia Transit had NOT been available TODAY, how would you have made THIS TRIP? (Select only one.)**
    - ❑ Walk ❑ Drive alone
    - ❑ Dial-a-ride ❑ Taxi/Lyft/Uber
    - ❑ Ride with family or friend
    - ❑ Bicycle ❑ Would not make trip
    - ❑ Other (specify): _____

11. Please rate the following aspects of Visalia Transit.

	Excellent	Good	Fair	Poor
Bus runs on-time	❑	❑	❑	❑
How often the bus runs	❑	❑	❑	❑
Bus service hours	❑	❑	❑	❑
Availability of bus service information	❑	❑	❑	❑
Driver courtesy	❑	❑	❑	❑
Safe operation of vehicle	❑	❑	❑	❑
Onboard cleanliness	❑	❑	❑	❑
Overall service	❑	❑	❑	❑

12. Which of the following potential changes would be important to you? (Select up to three.)

- ❑ Increased service frequency
- ❑ Later service hours
- ❑ More weekend service
- ❑ Improved on-time performance
- ❑ New destination(s): (specify):

  _____
- ❑ Nothing
- ❑ Other (specify): _____

13. If the improvements you selected in Question 12 were introduced, how would it affect your use of public transit?

- ❑ Ride more often ❑ Ride less often
- ❑ No change

Section 4. Tell us about you.

14. How old are you?

- ❑ Under 18
- ❑ 18 - 24
- ❑ 25 - 44
- ❑ 45 – 61
- ❑ 62 and older
- ❑ Decline to state

15. Which of the following best describes your employment status?

- ❑ Employed
- ❑ Student
- ❑ Retired
- ❑ Unemployed
- ❑ Decline to state
- ❑ Other (specify): _____

16. Do you have access to a personal vehicle?

- ❑ Yes ❑ No

17. How many vehicles/cars are in your household?

- ❑ None ❑ 1 ❑ 2 ❑ 3 or more

18. With which of the following do you most closely identify? (Check all that apply.)

- ❑ Asian/Pacific Islander
- ❑ Black/African American
- ❑ Native American/Alaska Native
- ❑ White/Caucasian
- ❑ Decline to state
- ❑ Other (specify): _____

19. Do you identify as Hispanic or Latino (of any race)?

- ❑ Yes ❑ No

20. Which of the following language(s) is spoken in your home? (Check all that apply.)

- ❑ English ❑ Spanish
- ❑ Other (specify): _____

21. How well do you speak English?

- ❑ Very well or native speaker ❑ Not at all
- ❑ Less than very well

22. What is your annual household income?

- ❑ Less than $25,000
- ❑ $25,000 - $49,999
- ❑ $50,000 - $74,999
- ❑ $75,000 - $99,999
- ❑ $100,000 - $149,999
- ❑ $150,000 or higher
- ❑ Decline to state

23. How many individuals (including yourself) live in your household?

- ❑ 1 ❑ 2 ❑ 3 ❑ 4 ❑ 5 ❑ 6 or more

Thank you for taking the time to complete this survey. Your feedback is important to us. If you wish to be entered into a random drawing for a series of $25 VISA gift cards, please provide your contact information. All contact information will remain confidential.

First Name: _____

Phone or Email: _____

Exhibit A.31 Rider survey instrument (Spanish)

Encuesta para los usuarios de Visalia Transit 2021

La municipalidad de Visalia está preparando una actualización para el plan de acción *Short Range Transit Plan*. El plan tiene tres metas: 1) hacer una evaluación objetiva del servicio de transporte actual; 2) identificar estrategias prácticas y rentables para mejorar el servicio de transporte y 3) optimizar el valor de la inversión de la comunidad en el programa de transporte.

Le pedimos que complete esta pequeña encuesta y se la devuelva al encuestador o al conductor antes de bajarse del autobús. **Las respuestas deben estar basadas en su viaje actual.** Nuestros encuestadores están a su disposición en caso de que necesite ayuda para completar el formulario de la encuesta. Cada cliente que complete la encuesta participará de un sorteo para ganar una serie de tarjetas de regalo VISA de $25. Gracias por ayudarnos a mejorar el servicio de transporte público de la comunidad.

Sección 1: Cuéntenos sobre ESTE VIAJE DE IDA.

1. **¿Sobre qué línea está circulando?**
   ❑ 1 ❑ 6 ❑ 11X ❑ 99/V-Line
   ❑ 2 ❑ 7 ❑ 12
   ❑ 4 ❑ 8 ❑ 15
   ❑ 5 ❑ 9 ❑ 16

2. **¿Dónde se tomó el autobús para hacer ESTE viaje? (cruce de calles o punto de referencia)**
   _____

3. **¿Dónde planeas bajarte de ESTE autobús? (cruce de calles o punto de referencia)**
   _____

4. **¿Este viaje incluye una transferencia desde o hacia un autobús de otra línea?**
   ❑ Sí ❑ No
   4a. Si la respuesta es sí, identifique la línea de conexión.
   _____

5. **¿Cómo pago por ESTE viaje?**
   ❑ Efectivo ❑ Pase para todo el público
   ❑ Pase para estudiantes ❑ Pase para personas mayores o con discapacidades
   ❑ Bono ❑ No pagué.
   ❑ Otro (especifique): _____
   5a. Si pagó en efectivo, ¿en qué categoría de tarifas entra?
   ❑ Tarifa general ❑ Tarifa reducida

6. **¿Cuál es el motivo principal por el que está tomando el autobús hoy?**
   ❑ Trabajo ❑ Escuela
   ❑ Salud/Atención médica ❑ Compras
   ❑ Recreación/Social
   ❑ Otro (especifique): _____

Sección 2: Cuéntenos sobre su relación con los viajes.

7. **¿Hace cuánto que usa Visalia Transit?**
   ❑ Menos de 6 meses ❑ De 3 a 4 años
   ❑ De 6 meses a 1 año ❑ 5 años o más
   ❑ De 1 a 2 años

8. **¿Cuántas veces a la semana usa Visalia Transit?**
   ❑ Menos de 1 día por la semana
   ❑ De 1 a 2 días por la semana
   ❑ De 3 a 4 días por semana
   ❑ De 5 a 6 días por semana
   ❑ Todos los días

9. **¿Usa alguna de estas opciones de transporte en un mes habitual? (Elija todas las opciones que correspondan).**
   ❑ Taxi ❑ Autobús privado
   ❑ Uber/Lyft ❑ Vehículo compartido
   ❑ Autobús de larga distancia (p. ej. Greyhound)
   ❑ Otro (especifique): _____

Sección 3: Comparta su opinión sobre Visalia Transit y los servicios que ofrece.

10. **Si Visalia Transit NO estuviera disponible HOY, ¿cómo hubiera hecho ESTE VIAJE? (Elija una opción).**
    ❑ Caminando ❑ En automóvil solo/a
    ❑ Dial-a-ride ❑ Taxi/Lyft/Uber
    ❑ En automóvil con familia o un amigo/a
    ❑ Bicicleta ❑ No hubiera viajado
    ❑ Otro (especifique):
    _____

Sigue en el dorso ➔

11. Evalúe los siguientes aspectos de Visalia Transit.

	Excelente	Bueno	Suficiente	Malo
El autobús es puntual	❑	❑	❑	❑
Frecuencia del autobús	❑	❑	❑	❑
Horarios de servicio del autobús	❑	❑	❑	❑
Disponibilidad de información sobre el servicio del autobús	❑	❑	❑	❑
Amabilidad del conductor o la conductora	❑	❑	❑	❑
Seguridad del vehículo	❑	❑	❑	❑
Limpieza de la unidad	❑	❑	❑	❑
Servicio en general	❑	❑	❑	❑

12. ¿Cuál de los siguientes cambios serían importantes para usted? (Elija hasta tres).

- ❑ Aumento de la frecuencia de los servicios
- ❑ Extensión de los horarios hasta más tarde
- ❑ Aumento de servicios durante el fin de semana
- ❑ Mejorar la puntualidad
- ❑ Destinos nuevos: (especifique): _____
- ❑ Nada
- ❑ Otro (especifique): _____

13. Si se implementaran los cambios que eligió en la pregunta 12, ¿cómo afectarían su uso del transporte público?

- ❑ Lo usaría más ❑ Lo usaría menos
- ❑ No cambiaría

Sección 4: Cuéntenos sobre usted

14. ¿Qué edad tiene?

- ❑ Menos de 18 ❑ Entre 45 y 61
- ❑ Entre 18 y 24 ❑ Más de 62
- ❑ Entre 25 y 44 ❑ Prefiero no decirlo

15. ¿Cuál de las siguientes opciones describe mejor su situación laboral?

- ❑ Empleado ❑ Desempleado
- ❑ Estudiante ❑ Prefiero no decirlo
- ❑ Jubilado ❑ Otro (especifique): _____

16. ¿Tienes acceso a un vehículo personal?

- ❑ Sí ❑ No

17. ¿Cuántos vehículos/automóviles hay en su domicilio?

- ❑ Ninguno ❑ 1 ❑ 2 ❑ 3 o más

18. ¿Con cuál de las siguientes opciones se identifica más? (Elija todas las que correspondan).

- ❑ Asiático/nativo de la Polinesia
- ❑ Negro/afroamericano
- ❑ Americano nativo/nativo de Alaska
- ❑ Blanco/caucásico
- ❑ Prefiero no decirlo
- ❑ Otro (especifique): _____

19. ¿Se identifica como latino o hispanohablante?

- ❑ Sí ❑ No

20. ¿Cuál de los idiomas se hablan en su domicilio? (Elija todas las que correspondan).

- ❑ Inglés ❑ Español
- ❑ Otro (especifique): _____

21. ¿Cuál es su nivel de inglés?

- ❑ Muy bueno o nativo ❑ No hablo inglés
- ❑ No tan bueno

22. ¿Cuál es su ingreso familiar anual?

- ❑ Menos de $25 000 ❑ $100 000 y $149 999
- ❑ $25 000 y $49 999 ❑ $150 000 o más
- ❑ $50 000 y $74 999 ❑ Prefiero no decirlo
- ❑ $75 000 y $99 999

23. ¿Cuántos individuos (incluido/a usted) viven en su domicilio?

- ❑ 1 ❑ 2 ❑ 3 ❑ 4 ❑ 5 ❑ 6 o más

Gracias por tomarse el tiempo para completar esta encuesta. Su opinión es importante para nosotros. Si desea participar de un sorteo para ganar una serie de tarjetas de regalo VISA de $25, escriba su información de contacto a continuación. La información de contacto no se divulgará.

Primer nombre: _____

Teléfono o correo electrónico: _____

Exhibit A.32 Rider survey car card

Exhibit A.33 Rider survey take-one card

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Appendix B | Community Survey

One of the more important public engagement activities undertaken in support of the City's Short Range Transit Plan was the community survey.

The survey has several objectives including 1) assess awareness as well as recent use of Visalia Transit, 2) identify motivators as well as barriers (perceived as well as actual) regarding current and future use of Visalia Transit (and its associated services), 3) collect basic demographic data specific to survey participants, and 4) identify opportunities for potential Visalia Transit service enhancements.

Survey fielding occurred during September 2021. Data collection was via intercept surveying at locations of significant activity throughout the Visalia Transit local service area as well as online. Printed surveys were also available at each of the community workshops (Visalia Convention Center and College of the Sequoias).

The online survey was promoted via 1) City of Visalia social media messaging, 2) display advert in Visalia *Times-Delta,* and 3) a direct mailer (four-color postcard) to nearly 29,000 households throughout the city of Visalia. A response or participation incentive was included (e.g., random drawings for a selection of VISA gift cards).

At the conclusion of the agreed upon survey fielding period, nearly 250 valid responses were received, nearly 2.5 times the community survey sample achieved during with the City's 2017 Short Range Transit Plan.

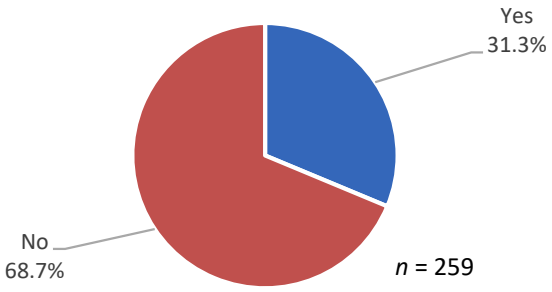
Based on the survey data, Moore & Associates created the following "profile" community survey participant:

- Most common barrier to use of public transit: Prefer to drive own vehicle (53.4 vehicle).
- Ready access to a personal vehicle (83.6 percent).
- Greatest motivator to potential future use of public transit: Change in personal circumstance (44.8 percent).
- Primarily drives alone (75 percent).
- Propensity to use public transit in the future (86.3 percent).
- Most common motivators for transit usage is lack of access to a personal vehicle/car (33.3 percent).
- Preferred method of receiving public transportation information: website/internet (45.7 percent).
- Has not used Visalia Transit or dial-a-ride within the 90 days prior to survey contact (68.7 percent).
- Is employed (44 percent).
- Speaks English at home (86.5 percent).
- Believes public transit offers a valuable community service (87.6 percent).
- Believes public transit supports the local economy (85.2 percent).
- Believes public transit is an important service for seniors and persons with disabilities (93.3 percent).

Q1. Have you ridden Visalia Transit or the Visalia dial-a-ride service within the last 90 days?

Slightly more than 30 percent of the respondents indicated some use of Visalia Transit services within the 90 days prior to the survey contact. This is neither surprising nor disappointing given the primary target of the community survey was residents without recent use of Visalia Transit.

Exhibit B.1 Transit usage within prior 90 days

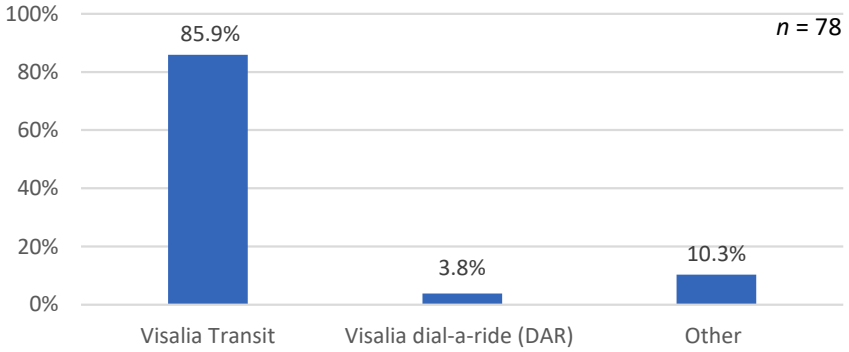


Q2. Which public transportation services have you used within the last 90 days?

Of those survey participants indicating some patronage of local public transportation within the 90 days prior to the survey contact, nearly 86 percent indicated use of Visalia Transit's local service (fixed-route). Again, not surprising given Visalia Transit's local service historically has had the great ridership of all public transit programs operating within Tulare county.

Among the "Other" responses were Tulare County Area Transit and the V-Line.

Exhibit B.2 Transit service used within prior 90 days

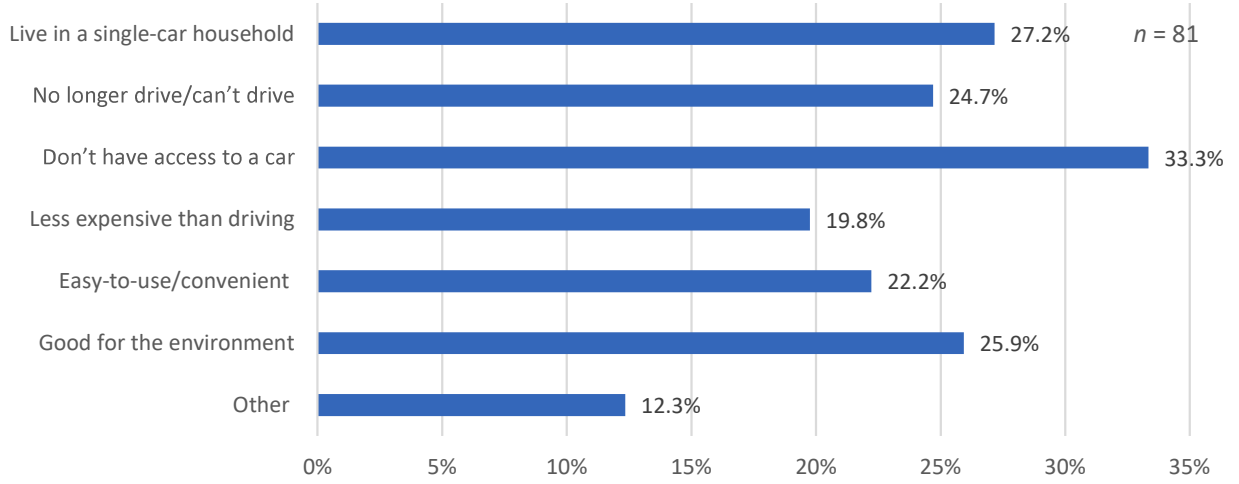


Q3. Why do you typically use public transportation?

"Lack of access to a car" was the top-ranked reason for using public transit/Visalia Transit. Interestingly, this was followed by "good for the environment" (which tied with "live in a single-car household" at 27.2 percent). Collectively, "no access to car" and "single-car household" accounted for 60 percent of all responses.

Response totals exceed 100 percent as survey participants were permitted to select up to three response options.

Exhibit B.3 Reason for riding transit

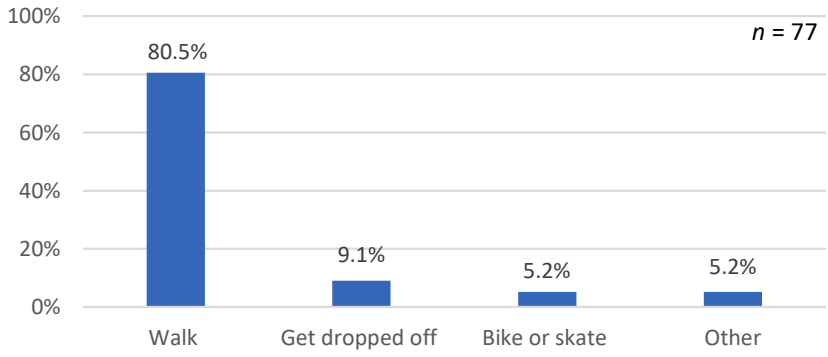


Q4. How do you typically travel to the bus stop?

The vast majority (80 percent) indicated "walking" as the most common method of travel to their trip-origin bus stop.

The topography of the Visalia Transit service area is flat, and many of the local service bus stops are within a quarter-mile of each other. Further, every Visalia Transit bus features front-loading bicycle racks, thereby supporting the bike-to-bus connection (i.e., "first and last mile").

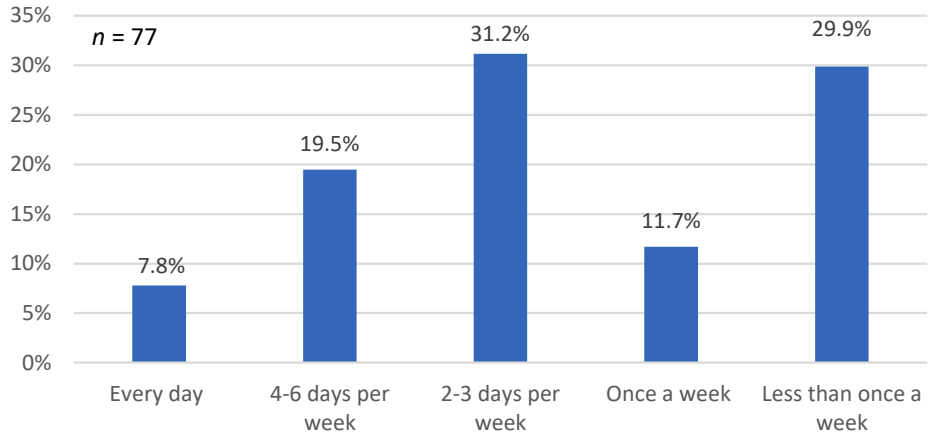
Exhibit B.4 Travel to bus stop



Q5. In a typical week, how often do you use public transportation?

With respect to "frequency of use," "2-3 days/week" was the most common response (31.2 percent). Nearly eight percent indicated riding every day, while 11.7 percent cited "once weekly."

Exhibit B.5 Frequency of use



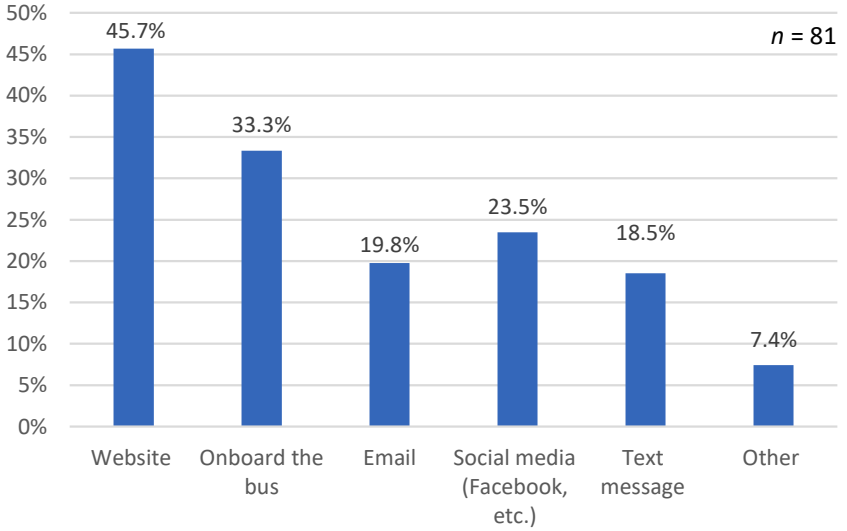
Q6. What is your preferred method of receiving information about public transportation?

Survey participants were asked to identify their preferred methods of receiving information regarding public transportation (specifically Visalia Transit). Given respondents were invited to select up to two options, the response tallies exceed 100 percent.

The two top-ranked responses were "website" (45.7 percent) and "onboard the bus" (33.3 percent). Fortunately, at the time of the survey fielding, Visalia Transit had a website reflective of the program and service information one would typically find on many similar-sized public transit operation throughout California.

Further, the interior of Visalia Transit buses featured numerous service information postings/displays.

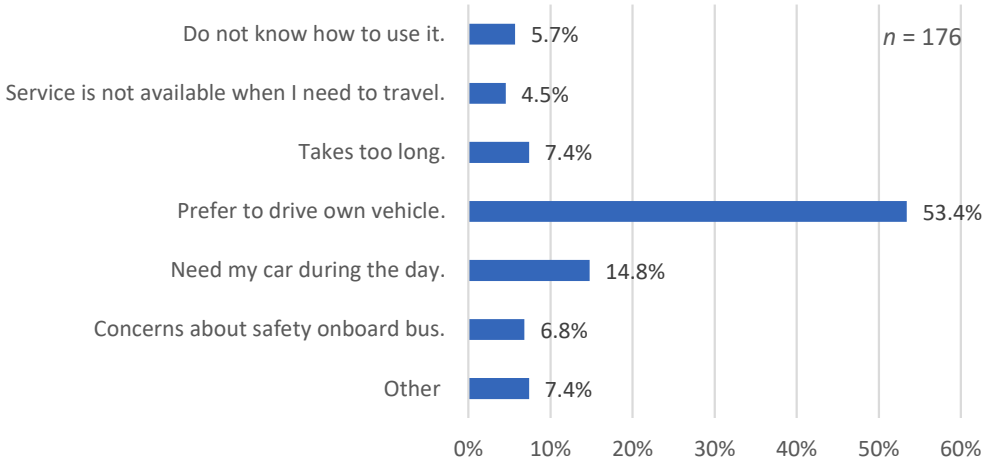
Exhibit B.6 Preferred method for receiving information



Q7. What is the main reason you do not use public transportation?

In conducting similar community (non-rider) surveys throughout California, seeking to identify barriers (perceived as well as actual) contributing to non-use of public transit very often comes down to two reasons. And the Visalia community survey was no different given "prefer to drive own vehicle" (53.4 percent) and "need my car during the day" (14.8 percent).

Exhibit B.7 Reason for not riding



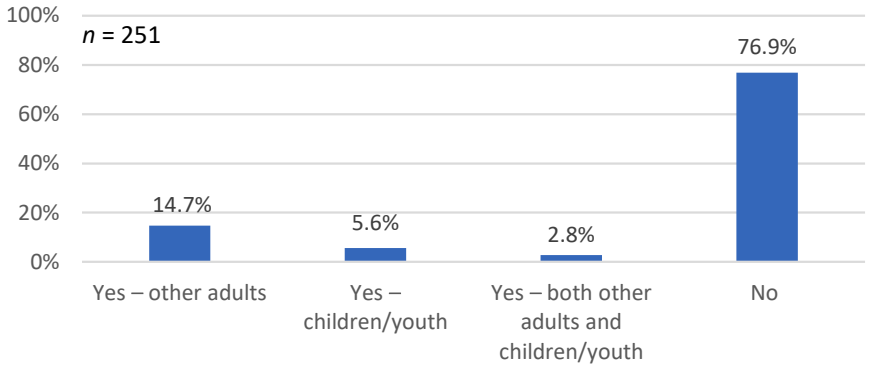
Many Californians have a long-standing "love affair" with their personal vehicle; be it an expensive import or a budget compact. For many, the personal vehicle signifies "personal freedom." In essence, the personal vehicle (good, bad, or otherwise) is the "yard stick" by which other mobility alternatives are measured.

With respect to "need my car during the day", upon closer examination this is often more of a "perceived" barrier than an "actual" one. Prior to the pandemic, the majority of the traditional American work force remained at/near its work site for most, if not all, of the work period/hours. Obvious exceptions include persons employed in outside sales or various fieldwork. Therefore, it becomes important for transit marketers to "drill down" so as to identify specifics regarding the perceived need for access to a personal vehicle during (normal) work hours.

Q8. Do any other persons in your household use public transportation?

Few of the respondents identified another member of their household as a transit user. This suggests a limited role (for the survey participant) as an "influencer" for future public transit patronage.

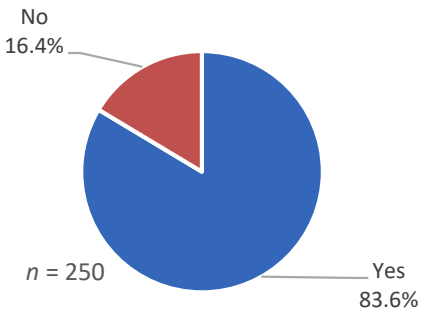
Exhibit B.8 Transit use by other household members



Q9. Do you have ready access to a car/personal vehicle?

Nearly eighty-five percent of total survey respondents indicated having "ready access" to a car/personal vehicle. This stands in stark contrast to the 20 percent of current Visalia Transit customers who indicated access to a personal vehicle.

Exhibit B.9 Access to a personal vehicle



Access to a personal vehicle, especially in a suburban or low-density communities such as Visalia, is often an indication of household income. In other words, there is a positive relationship between vehicle ownership (and by extension, number of vehicles per household) and total annual household income.

This widespread vehicle ownership also ties in with the suburban, largely single-family dwelling development found throughout Visalia. By contrast, a community featuring higher density, and a greater percentage of multi-family dwellings (i.e., apartments, condos, etc.) often clustered within a defined "city center" would likely result in higher transit ridership and a denser service development pattern.

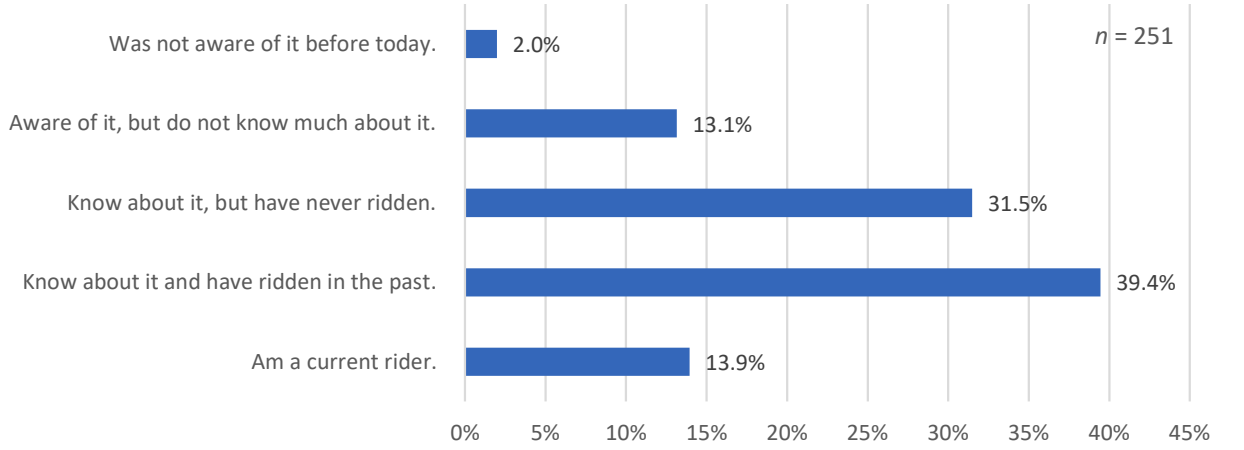
As discussed within the report's Planning sections, refocusing Visalia Transit so as to offer more frequent service (i.e., 20 minute headways) along higher productivity corridors would likely capture more transit trips from many of these suburban dwellers.

Q10. Which statements best describes your awareness of Visalia Transit?

With respect to brand awareness, nearly forty percent of all survey participants indicated "know about it, and have ridden in the past." Considering this high brand awareness along with very positive perception of Visalia Transit as a valuable community service (87.6 percent) suggests there isn't anything inherently wrong (or perceived wrong) with the current public transit program.

Further, nearly 40 percent of those surveyed indicated an (unaided) awareness of Visalia Transit, but no recent patronage of same. This suggest there is a realistic opportunity to recapture some of the former transit riders as well as a portion of the "yet to be initiated" prospective (transit) riders.

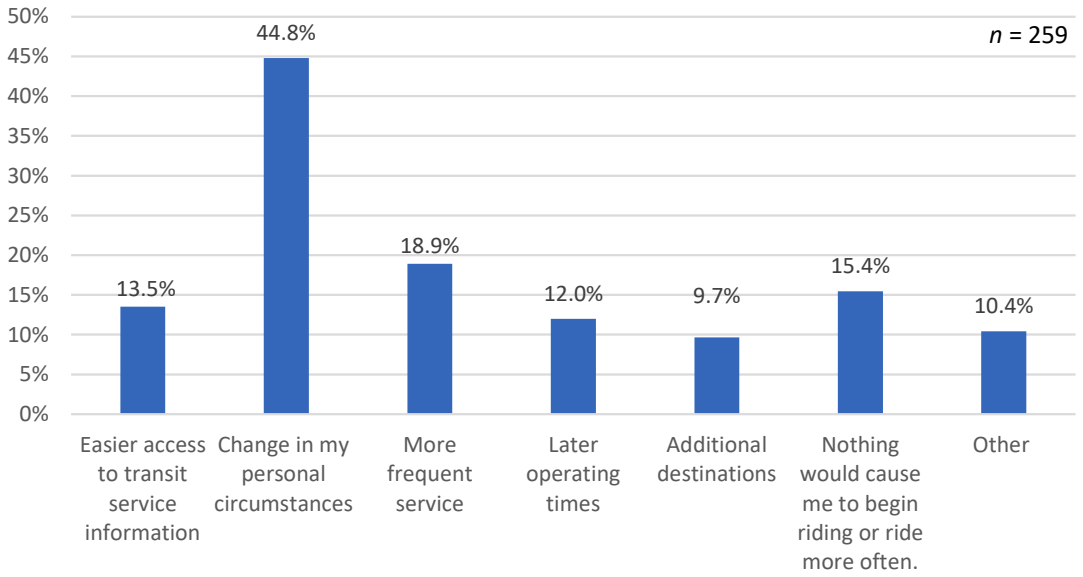
Exhibit B.10 Awareness of Visalia Transit



Q11. What change, if any, would cause you to either begin riding Visalia Transit or increase your use of Visalia Transit?

Similar to "transit barriers," "transit motivators" include both actual ("more frequent service") as well as perceived ("easier access to transit information" or "not convenient to use"). Adding "service frequency typically requires the expenditure of additional operating dollars. By contrast, addressing "perceived barriers typically has a lower cost.

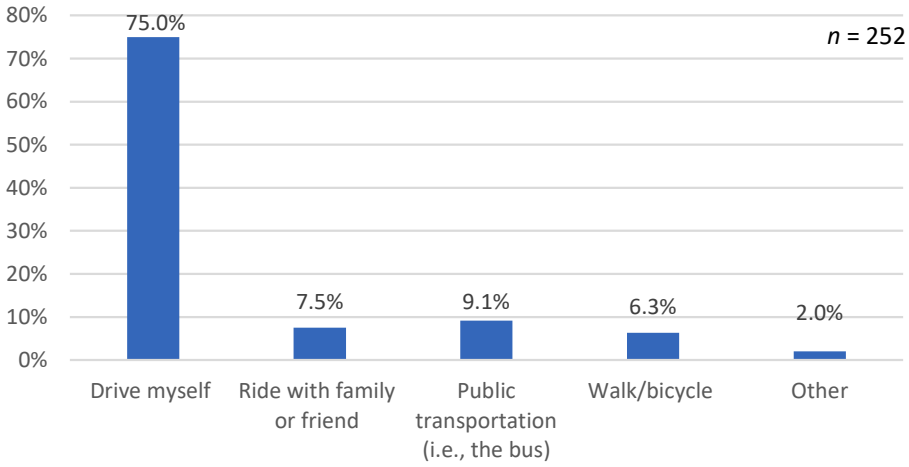
Exhibit B.11 Motivator to begin/increase transit usage



Q12. What is your primary means of transportation?

By contrast, 21 percent of persons participating in the recent Visalia Transit onboard (transit rider) survey reported access to a personal vehicle.

Exhibit B.12 Primary transportation mode



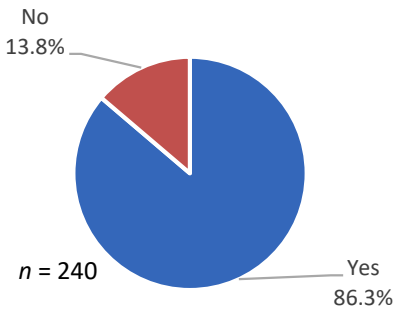
Q13. If the means of transportation you selected in Question 12 was no longer available, would you consider riding public transit?

This is a significant forecaster of potential future ridership growth. As discussed throughout this analysis, Visalia Transit is perceived positively by rider and non-rider alike. While there certainly are "improvement opportunities," there does not appear to be any inherent issue or problem with the current service.

Like many other California communities, Visalia has experienced (and will likely continue to experience) an "aging I place" element.

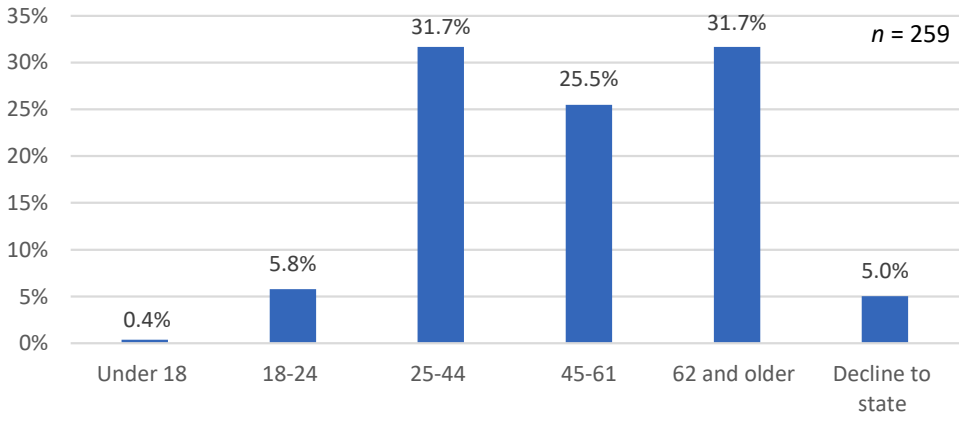
To broaden the historic transit customer base, Moore & Associates recommends the City focus on 1) increased service frequency (especially along key arterials), 2) service delivery options (e.g., neighborhood circulators) which bring transit service closer to a greater percentage of Visalia households, and 3) marketing which focuses on "convenience" and "easy to use."

Exhibit B.13 Consideration of transit as alternative to primary transportation mode



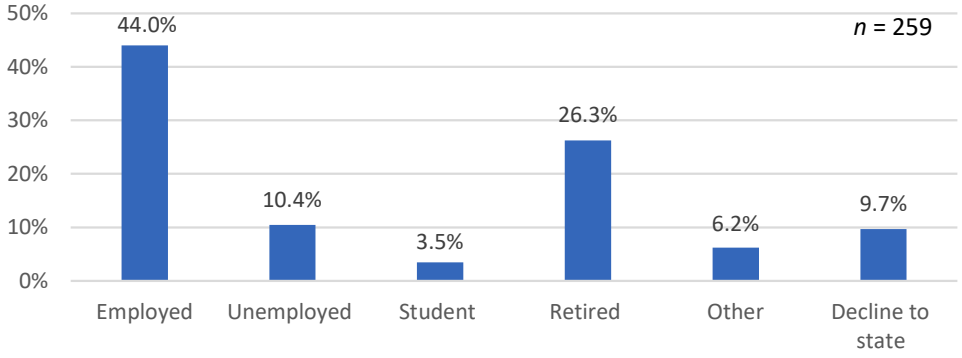
Q14. Which of the following includes your age?

Exhibit B.14 Age



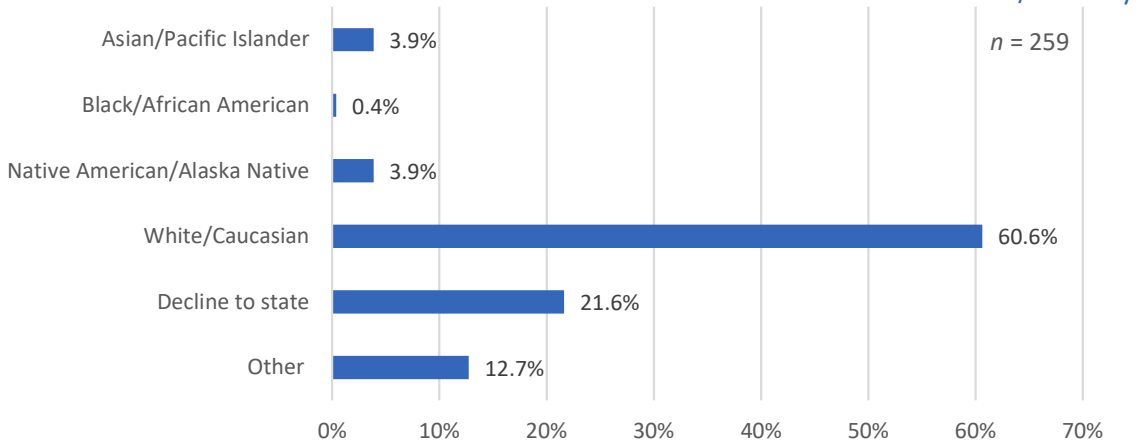
Q15. Which of the following best describes your current employment status?

Exhibit B.15 Employment status



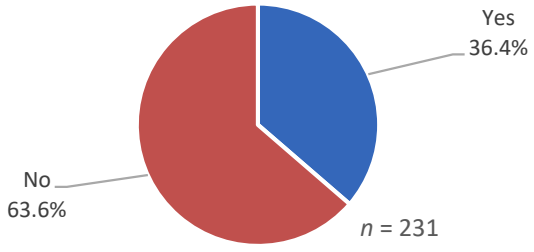
Q16. With which of the following do you most closely identify?

Exhibit B.16 Race/ethnicity



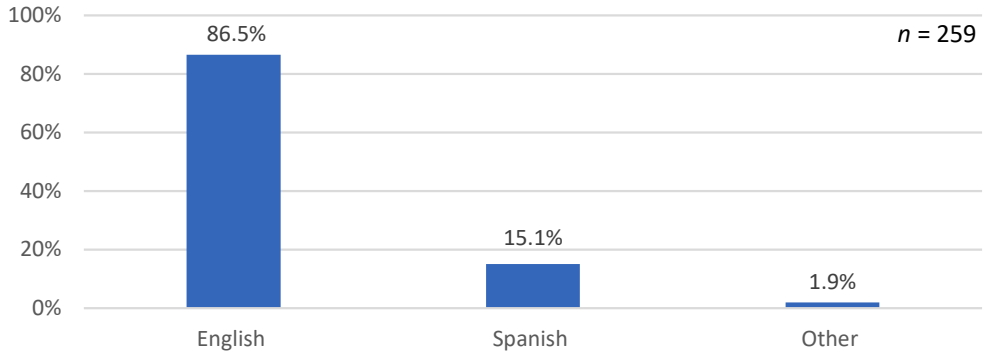
Q17. Do you identify as Hispanic or Latino?

Exhibit B.17 Identification as Hispanic/Latino



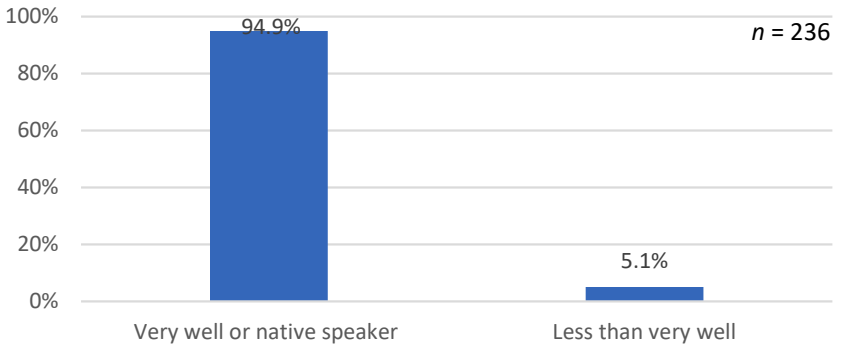
Q18. Which language(s) is spoken in your home?

Exhibit B.18 Language(s) spoken at home



Q19. How well do you speak English?

Exhibit B.19 English proficiency



Q20. Please indicate your opinion regarding the following statements about public transit in Visalia.

Exhibit B.20 "Was not aware of [transit] before today"

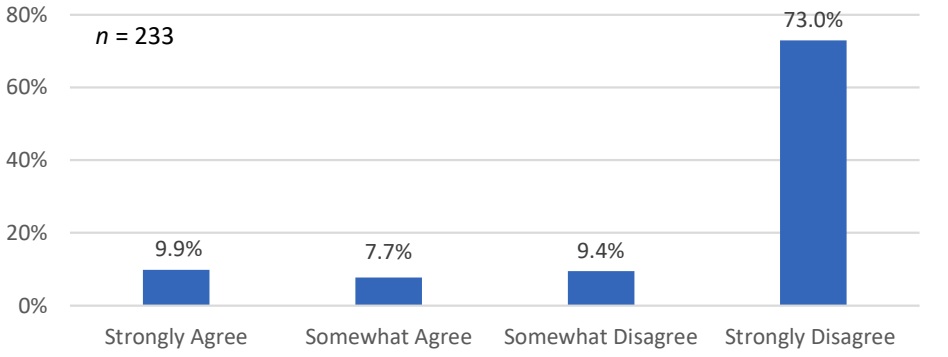


Exhibit B.21 Transit "offers a valuable community service"

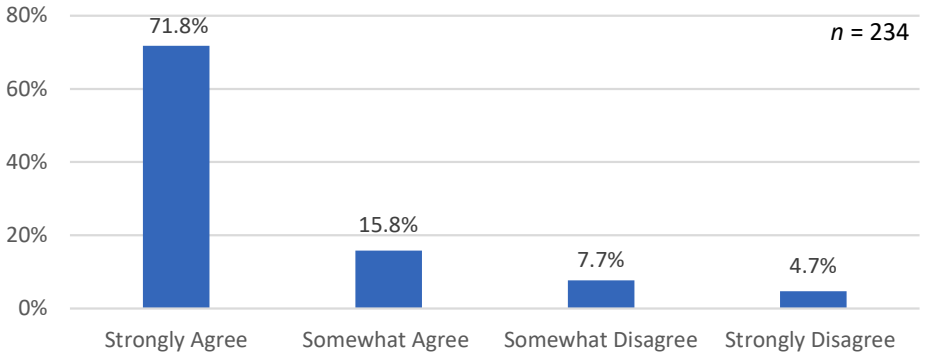


Exhibit B.22 Transit is "good for the community but not important to me"

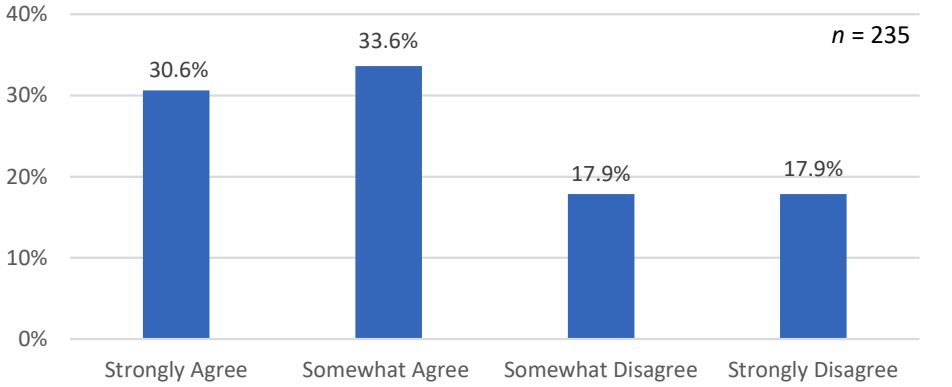


Exhibit B.23 Transit "supports the local economy"

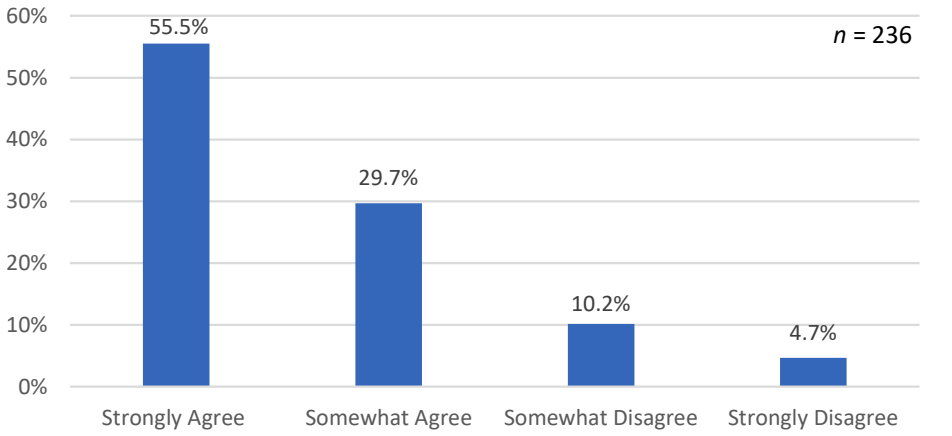


Exhibit B.24 Transit is "less expensive than driving"

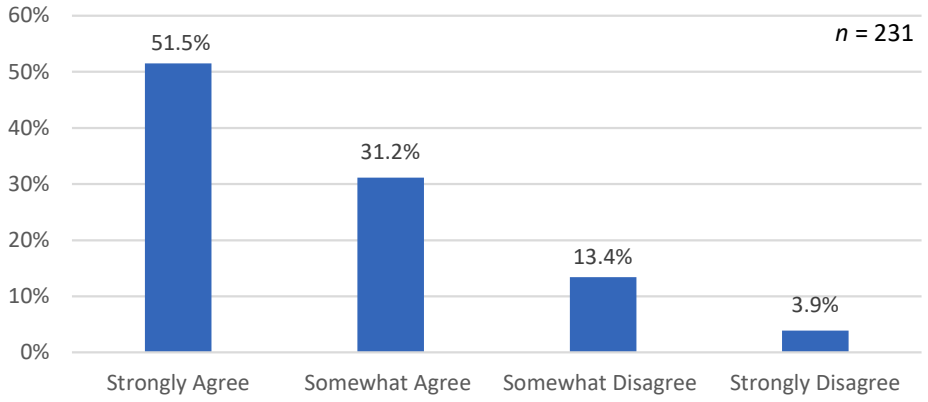


Exhibit B.25 Transit "reduces area traffic"

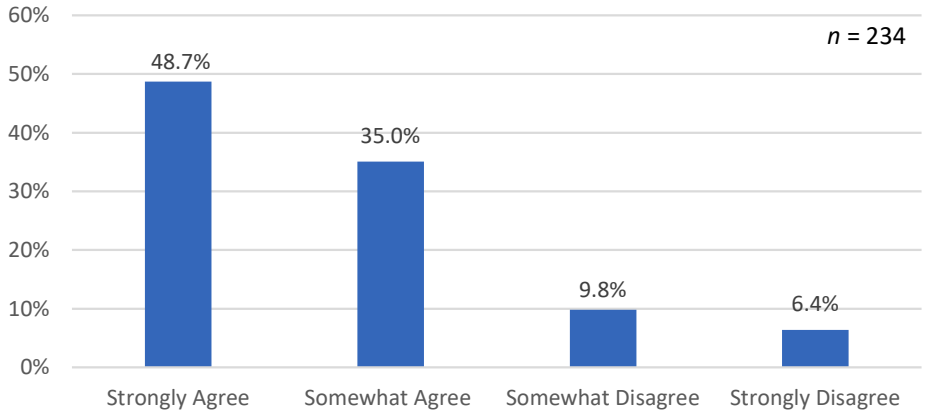


Exhibit B.26 Transit is "good for the environment"

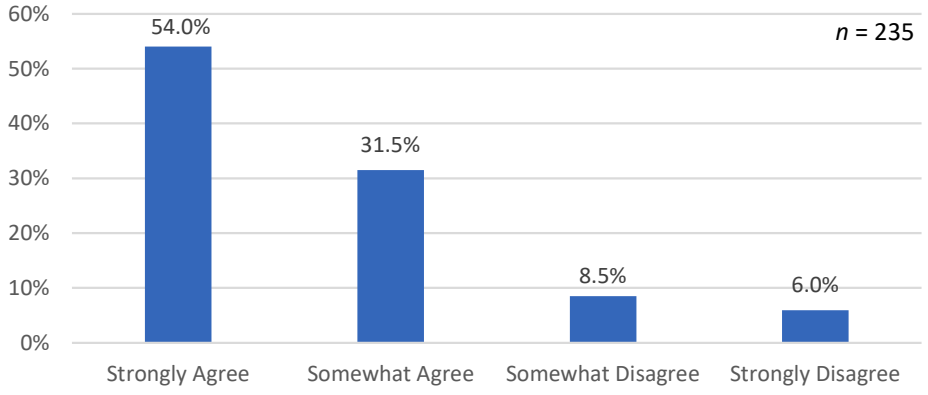


Exhibit B.27 Transit is an "important service for seniors and disabled persons"

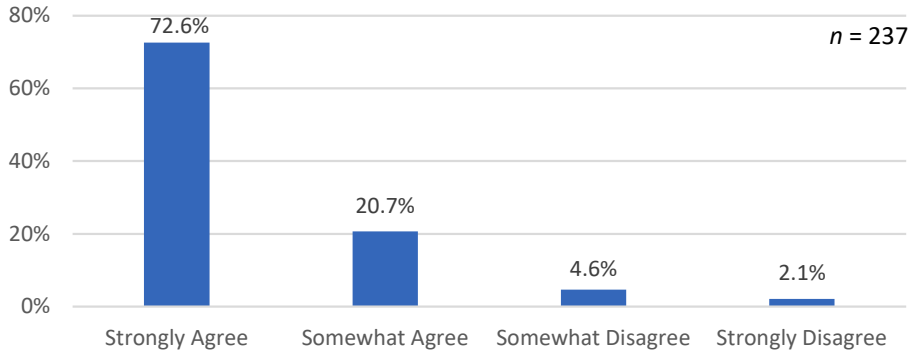


Exhibit B.28 Community survey instrument (English)

2021 Visalia Transit Community Survey

The City of Visalia is preparing an update of its Short Range Transit Plan. The Plan has three goals: 1) an objective assessment of the current transit service; 2) identify practical, cost-effective strategies for enhancing the transit service, and 3) optimize the value of the community's investment in its transit program.

As a resident of Visalia, your input is important to us, whether you presently use public transit or not. Complete this survey by **September 24, 2021** to be entered into a random drawing for a series of $50 VISA gift cards!

1. **Have you ridden either Visalia Transit or the Visalia dial-a-ride service within the last 90 days?**
   - ❑ Yes → Continue to Question 2
   - ❑ No → Skip to Question 7

Transit Riders

2. **Which public transportation services have you used in the last 90 days?**
   - ❑ Visalia Transit
   - ❑ Visalia dial-a-ride (DAR)
   - ❑ Other (specify): _____

3. **Why do you typically use public transportation? (Check up to three.)**
   - ❑ Live in a single-car household
   - ❑ No longer drive/can't drive
   - ❑ Don't have access to a car
   - ❑ Less expensive than driving
   - ❑ Easy-to-use/convenient
   - ❑ Good for the environment
   - ❑ Other (specify): _____

4. **How do you typically travel to the bus stop?**
   - ❑ Walk
   - ❑ Get dropped off
   - ❑ Bike or skate
   - ❑ Other (specify): _____

5. **In a typical week, how often do you use public transportation?**
   - ❑ Every day
   - ❑ 4-6 days per week
   - ❑ 2-3 days per week
   - ❑ Once a week
   - ❑ Less than once a week

6. **What is your preferred method of receiving information about public transportation? (Select up to two.)**
   - ❑ Website
   - ❑ Email
   - ❑ Text message
   - ❑ Onboard the bus
   - ❑ Social media (Facebook, etc.)
   - ❑ Other (specify): _____

Skip to Question 8

Non-riders

7. **What is the main reason you do not use public transportation? (Select only one.)**
   - ❑ Do not know how to use it.
   - ❑ Service is not available when I need to travel.
   - ❑ Takes too long.
   - ❑ Too expensive.
   - ❑ Prefer to drive own vehicle.
   - ❑ Need my car during the day.
   - ❑ Concerns about safety onboard bus.
   - ❑ Other (specify): _____

All respondents

8. **Do any other persons in your household use public transportation?**
   - ❑ Yes – other adults
   - ❑ Yes – children/youth
   - ❑ Yes – both other adults and children/youth
   - ❑ No

9. **Do you have ready access to a car/personal vehicle?**
   - ❑ Yes
   - ❑ No

10. **Which statement best describes your awareness of Visalia Transit?**
    - ❑ Was not aware of it before today.
    - ❑ Aware of it, but do not know much about it.
    - ❑ Know about it, but have never ridden.
    - ❑ Know about it and have ridden in the past.
    - ❑ Am a current rider.

Continued on back →

11. What change, if any, would cause you to either begin riding Visalia Transit or increase your use of Visalia Transit? (Select up to two.)
- ❑ Easier access to transit service information
- ❑ Change in my personal circumstances
- ❑ More frequent service
- ❑ Later operating times
- ❑ Additional destinations (specify): _____
- ❑ Nothing would cause me to begin riding or ride more often.
- ❑ Other (specify): _____

12. What is your primary means of transportation?
- ❑ Drive myself
- ❑ Ride with family or friend
- ❑ Public transportation (i.e., the bus)
- ❑ Walk/bicycle
- ❑ Other (specify): _____

13. If the means of transportation you selected in Question 12 was no longer available, would you consider riding public transit?
- ❑ Yes ❑ No

14. Which of the following includes your age?
- ❑ Under 18 ❑ 45-61
- ❑ 18-24 ❑ 62 and older
- ❑ 25-44 ❑ Decline to state

15. Which of the following best describes your current employment status? (Select only one.)
- ❑ Employed ❑ Unemployed
- ❑ Student ❑ Retired
- ❑ Decline to state
- ❑ Other (specify): _____

16. With which of the following do you most closely identify? (Select all that apply.)
- ❑ Asian/Pacific Islander
- ❑ Black/African American
- ❑ Native American/Alaska Native
- ❑ White/Caucasian
- ❑ Decline to state
- ❑ Other (specify): _____

17. Do you identify as Hispanic or Latino?
- ❑ Yes ❑ No

18. Which language(s) is spoken in your home? (Select all that apply.)
- ❑ English
- ❑ Spanish
- ❑ Other (specify): _____

19. How well do you speak English?
- ❑ Very well or native speaker
- ❑ Less than very well

20. Please indicate your opinion regarding the following statements about public transit in the Visalia area:

	Strongly Agree	Somewhat Agree	Somewhat Disagree	Strongly Disagree
Was not aware of it before today.	❒	❒	❒	❒
Offers a valuable community service.	❒	❒	❒	❒
Good for the community, but not important to me.	❒	❒	❒	❒
Supports the local economy.	❒	❒	❒	❒
Less expensive than driving.	❒	❒	❒	❒
Reduces area traffic.	❒	❒	❒	❒
Good for the environment.	❒	❒	❒	❒
Important service for seniors and disabled persons.	❒	❒	❒	❒

Thank you for completing this survey. Your feedback is important. In order to be entered into a random drawing for a series of $50 VISA gift cards, please provide your contact information. All contact information will remain confidential. Return your survey by **September 24, 2021.**

First name: _____

Phone or email: _____

Exhibit B.29 Community survey instrument (Spanish)

Encuesta para la comunidad de Visalia Transit 2021

La municipalidad de Visalia está preparando una actualización para el plan de acción *Short Range Transit Plan*. El plan tiene tres metas: 1) hacer una evaluación objetiva del servicio de transporte actual; 2) identificar estrategias prácticas y rentables para mejorar el servicio de transporte y 3) optimizar el valor de la inversión de la comunidad en el programa de transporte.

Como residente de Visalia, su opinión es importante para nosotros ya sea que use el transporte público o no. ¡Complete esta encuesta antes del **24 de septiembre de 2021** para participar del sorteo de una serie de tarjetas de regalo VISA de $50!

1. **¿Ha usado los servicios de transporte de Visalia Transit o el servicio de dial-a-ride en los últimos 90 días?**
   - ❑ Sí → Siga con la pregunta 2
   - ❑ No → Vaya a la pregunta 7

Para usuarios de transporte

2. **¿Qué tipo de servicio de transporte público ha utilizado durante los últimos 90 días?**
   - ❑ Visalia Transit
   - ❑ Dial-a-ride (DAR) de Visalia
   - ❑ Otro (especifique): _____

3. **¿Por qué utiliza el transporte público? (Marque hasta tres).**
   - ❑ En mi domicilio hay un solo automóvil.
   - ❑ Ya no conduzco/no puedo conducir.
   - ❑ No puedo acceder a un automóvil.
   - ❑ Es más barato que conducir.
   - ❑ Es fácil usarlo y conveniente.
   - ❑ Es bueno para el medioambiente.
   - ❑ Otro (especifique): _____

4. **¿Cómo va hasta la parada del autobús?**
   - ❑ Camino
   - ❑ Bici o patineta
   - ❑ Me llevan
   - ❑ Otro (especifique): _____

5. **En una semana habitual, ¿con qué frecuencia usa el transporte público?**
   - ❑ Todos los días
   - ❑ Una vez por semana
   - ❑ Entre 4 y 6 días a la semana
   - ❑ Menos de una vez por semana
   - ❑ Entre 2 y 3 días a la semana

6. **¿Cuál es su método preferido para recibir la información sobre el transporte público? (Elija hasta dos).**
   - ❑ Sitio web
   - ❑ Correo electrónico (Facebook, etc.)
   - ❑ Arriba del autobús
   - ❑ Redes sociales
   - ❑ Otro (especifique):
   - ❑ Mensaje de texto _____

Vaya a la pregunta 8

Para no usuarios del transporte

7. **¿Cuál es el motivo principal por el que no usa el transporte público? (Elija solo una opción).**
   - ❑ No sé cómo usarlo.
   - ❑ El servicio no está disponible cuando necesito viajar.
   - ❑ Tarda mucho tiempo.
   - ❑ Es muy caro.
   - ❑ Prefiero conducir mi vehículo.
   - ❑ Necesito mi automóvil durante el día.
   - ❑ Me preocupa la seguridad al viajar en autobús.
   - ❑ Otro (especifique): _____

Para todas las personas

8. **¿Alguna otra persona de su domicilio usa el trasporte público?**
   - ❑ Sí, otros adultos.
   - ❑ Sí, niños/jóvenes.
   - ❑ Sí, adultos y niños/jóvenes.
   - ❑ No

9. **¿Tiene acceso a un automóvil o vehículo propio?**
   - ❑ Sí
   - ❑ No

10. **¿Cuál de estas afirmaciones describe mejor cuánto sabe de Visalia Transit?**
    - ❑ No sabía que existía hasta ahora.
    - ❑ Sé que existe, pero no mucho más que eso.
    - ❑ Sé que existe, pero nunca lo usé.
    - ❑ Sé que existe y lo he usado anteriormente.
    - ❑ Soy usuario actualmente.

Sigue atrás →

11. ¿Qué cambio en el servicio, si lo hubiera, haría que usted comience a usar Visalia Transit o que aumente su uso de Visalia Transit? (Elija hasta dos).

- ❑ Un acceso más fácil a la información de servicios de transporte
- ❑ Cambio de condiciones personales
- ❑ Mas frecuencia de los servicios
- ❑ Horarios de operación extendidos
- ❑ Más destinos (especifique): _____
- ❑ Nada hará que empiece a usarlo o a usarlo más.
- ❑ Otro (especifique): _____

12. ¿Cuál es su principal medio de transporte?

- ❑ Conduzco un vehículo propio
- ❑ Viajo con familia o un amigo/a
- ❑ Transporte público (p. ej. el autobús)
- ❑ Camino/uso bicicleta
- ❑ Otro (especifique): _____

13. Si los medios de transporte que seleccionó en la pregunta 12 no estuvieran disponibles, ¿usaría el transporte público?

- ❑ Sí ❑ No

14. ¿Qué edad tiene?

- ❑ Menos de 18
- ❑ Entre 18 y 24
- ❑ Entre 25 y 44
- ❑ Entre 45 y 61
- ❑ Más de 62
- ❑ Prefiero no decirlo

15. ¿Cuál de las siguientes opciones describe mejor su situación laboral? (Elija solo una opción).

- ❑ Empleado
- ❑ Desempleado
- ❑ Estudiante
- ❑ Jubilado
- ❑ Prefiero no decirlo
- ❑ Otro (especifique): _____

16. ¿Con cuál de las siguientes opciones se identifica mejor? (Elija todas las que correspondan).

- ❑ Asiático/nativo de la Polinesia
- ❑ Negro/afroamericano
- ❑ Americano nativo/nativo de Alaska
- ❑ Blanco/caucásico
- ❑ Prefiero no decirlo
- ❑ Otro (especifique): _____

17. ¿Se identifica como latino o hispanohablante?

- ❑ Sí ❑ No

18. ¿Qué idiomas se hablan en su domicilio? (Elija todas las que correspondan).

- ❑ Inglés
- ❑ Español
- ❑ Otro (especifique): _____

19. ¿Cuál es su nivel de inglés?

- ❑ Muy bueno o nativo
- ❑ No tan bueno

20. Indique su opinión con respecto a las siguientes afirmaciones sobre el transporte público en el área de Visalia:

	Totalmente de acuerdo	Parcialmente de acuerdo	Disiento parcialmente	Disiento totalmente
No sabía que existía hasta ahora.	❒	❒	❒	❒
Ofrece un servicio valioso para la comunidad.	❒	❒	❒	❒
Bueno para la comunidad, pero no importante para mí.	❒	❒	❒	❒
Apoya a la comunidad local.	❒	❒	❒	❒
Más barato que conducir.	❒	❒	❒	❒
Reduce el tránsito.	❒	❒	❒	❒
Bueno para el medioambiente.	❒	❒	❒	❒
Servicio importante para las personas mayores y con discapacidades.	❒	❒	❒	❒

Gracias por completar esta encuesta. Su opinión es importante. Para participar de un sorteo y ganar una serie de tarjetas de regalo VISA de $50, escriba su información de contacto a continuación. La información de contacto no se divulgará. Devuelva la encuesta antes del **24 de septiembre de 2021.**

Primer nombre: _____

Teléfono o correo electrónico: _____

Exhibit B.30 Community survey take-one card

Exhibit B.31 Community survey direct mail postcard

Appendix C | Dial-A-Ride Survey

The City of Visalia provides curb-to-curb transportation for ADA-certified individuals (regardless of age) as well as non-ADA certified individuals (on a same-day, space-available basis).

The service is provided on a reservation-based, shared ride service. Persons with disabilities wishing to use the demand-response service must meet the qualifying criteria and obtain certification in advance of their first usage.

Visitors to Visalia who possess a valid ADA certification card from another public transit provider may use the Visalia Transit demand-response service while visiting the city.

Trip reservations can be made up to 14 days in advance. All Visalia Transit demand-response vehicles are equipped with lifts and/or access ramps, and can accommodate most types of wheelchairs, scooters, and other mobility devices.

One personal care attendant (PCA) may accompany one ADA fare-paying passenger free of charge, provided the PCA is picked up and dropped off at the same locations as the ADA rider. A PCA is someone who is essential to the ADA rider for their mobility as defined by the Americans with Disabilities Act.

A passenger may also request a rider for a qualifying companion. The companion must also be picked up and dropped off at the same locations as the qualifying rider. The companion must pay the same fare as the person they are accompanying.

Visalia Transit's demand-response service is provided throughout Visalia, Exeter, Farmersville, and Goshen (an unincorporated community in Tulare County). The service operates weekdays (6:00 am – 9:30 pm), and Saturday and Sunday (8:00 am – 6:30 pm). The demand-response service adheres to the same service holidays as the overall Visalia Transit program.

To assess demand-response customer satisfaction as well as program performance, Moore & Associates conducted a self-administered survey of recent demand-response patrons. A bilingual (Spanish/English), large-font survey questionnaire was mailed to nearly 500 Visalia Transit demand-response customers. The survey mailer included a bilingual questionnaire and prepaid reply envelope. To encourage survey participation each person responding in advance of the stipulated response deadline was entered into a random drawing for one of a series of 50-dollar VISA gift cards.

The mailer was distributed to 465 individuals registered within the City's demand-response customer database. A "participation window" of nearly three weeks was specified, and 65 valid responses were received. This translated to a response rate of nearly 15 percent. Presented herein are a series of exhibits summarizing the survey results.

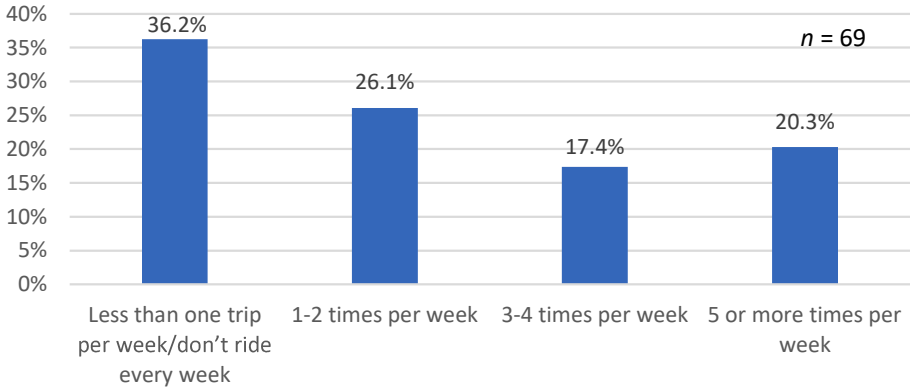
Key Takeaways

Based on the survey data, Moore & Associates was able to create a "snapshot" of the "typical" Visalia Transit demand-response rider. Characteristics of their "profile" customer include:

- Is age 62 years or older (65.1 percent).
- Rides no more than once weekly (37.1 percent), but has ridden within the past month.
- Resides within Visalia (83.1 percent).
- Uses the service most often to access healthcare services (56.3 percent).
- Typically rides alone (66.1 percent).
- Relies on the service due to limited transportation options (Doesn't drive/no longer drives: 62.5 percent).
- Also uses Visalia Transit's local bus service (44.2 percent).

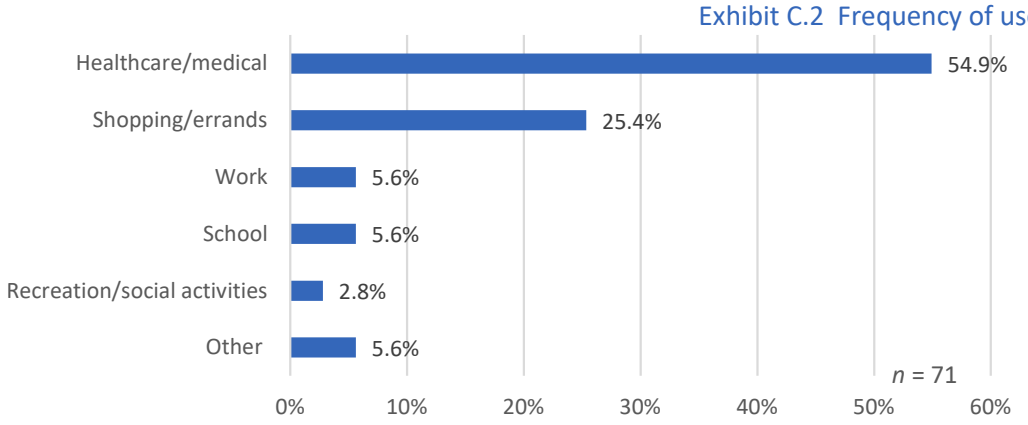
Q1. How often do you ride Visalia Transit's demand-response (dial-a-ride) service?

Exhibit C.1 Frequency of use



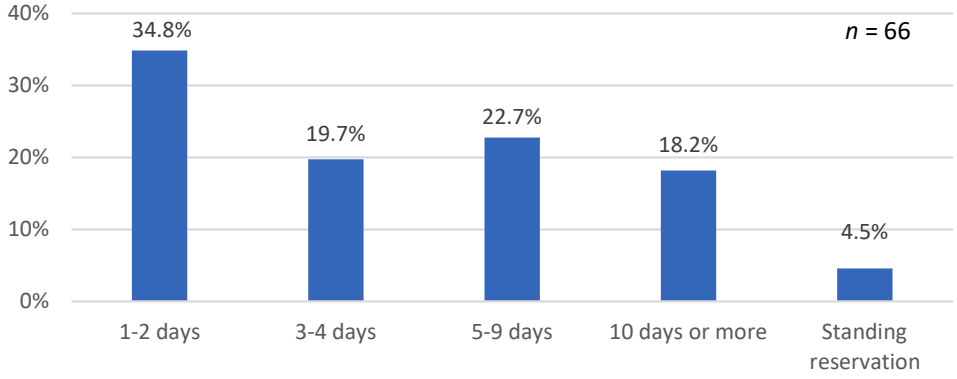
Q2. What is your most common trip purpose or destination when using Visalia Transit's demand-response service? (Choose only one.)

Exhibit C.2 Frequency of use



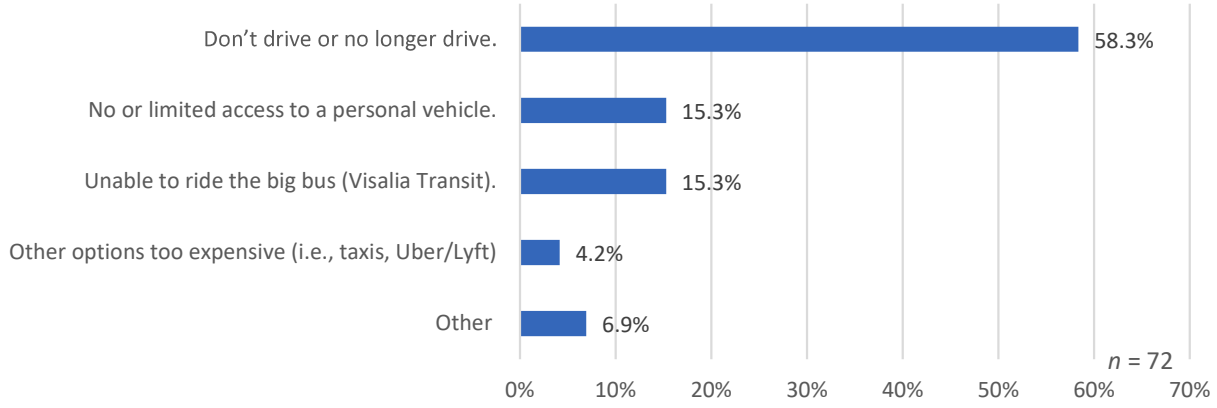
Q3. How many days in advance do you typically make your ride reservation?

Exhibit C.3 Length of advance reservation



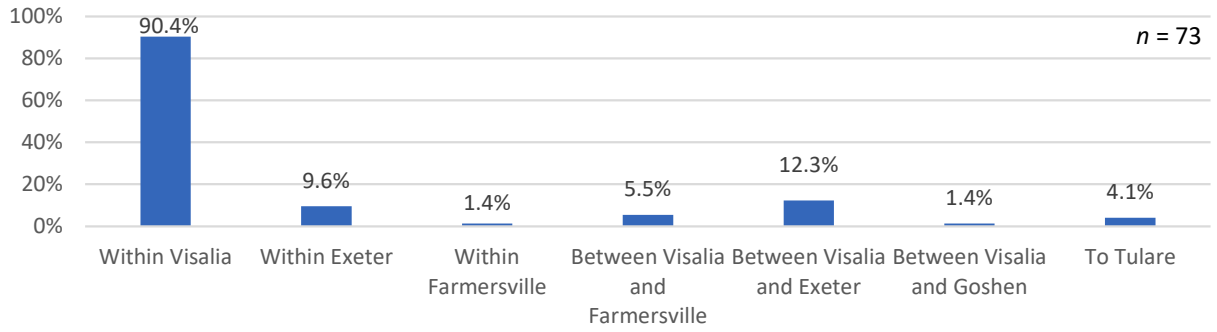
Q4. What is the main reason you use Visalia Transit's demand-response service instead of another form of transportation?

Exhibit C.4 Reason for riding



Q5. Where do you typically travel when using Visalia Transit's demand-response service? (select up to three)

Exhibit C.5 Trip purpose



Q6. Please indicate your satisfaction with respect to the follow Visalia Transit demand-response service characteristics.

Survey participants were asked to rate their satisfaction with various Visalia Transit service characteristic utilizing a four-point scale, with "excellent" being equal to four points and "poor" being equal to one point.

Exhibit C.6 Ease of reservation-making

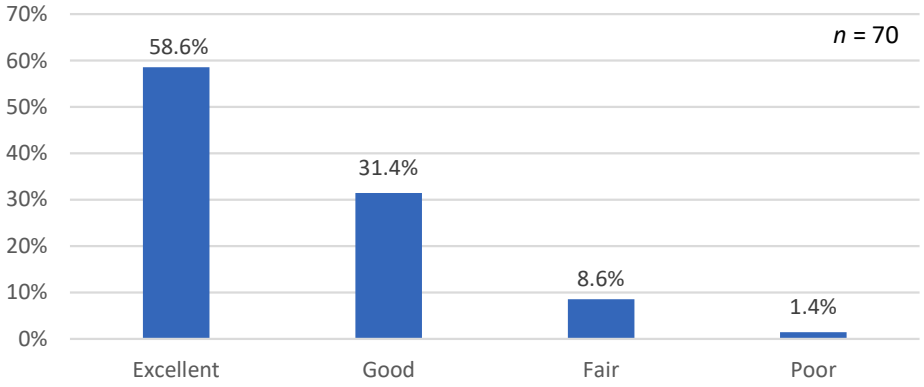


Exhibit C.7 Ability to obtain ride at desired time

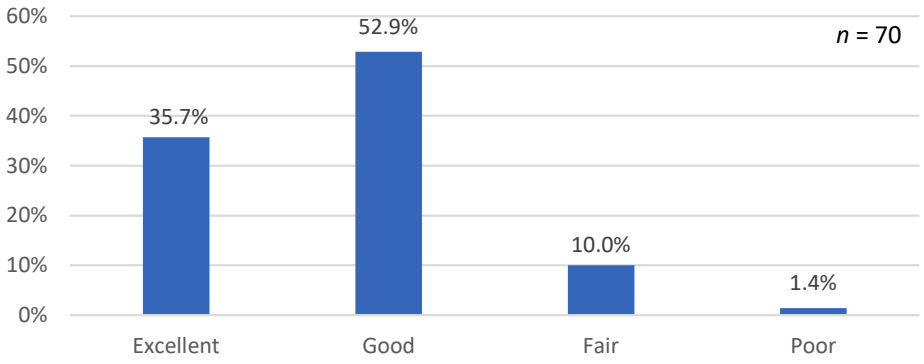


Exhibit C.8 On-time performance

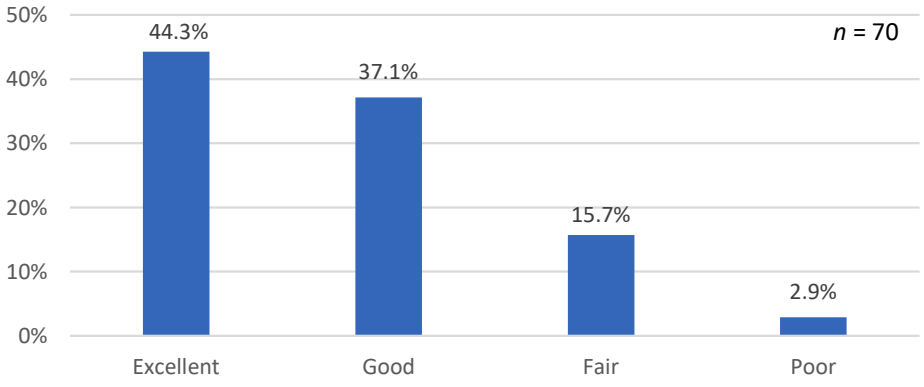


Exhibit C.9 Affordability/reasonableness of price

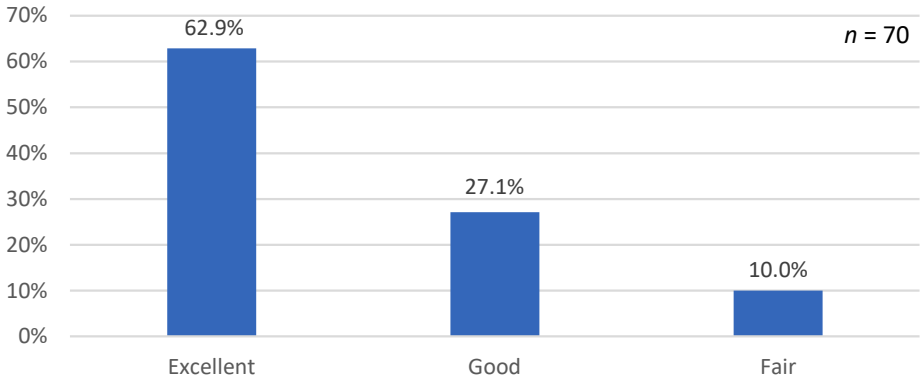


Exhibit C.10 Courtesy of customer service/reservation staff

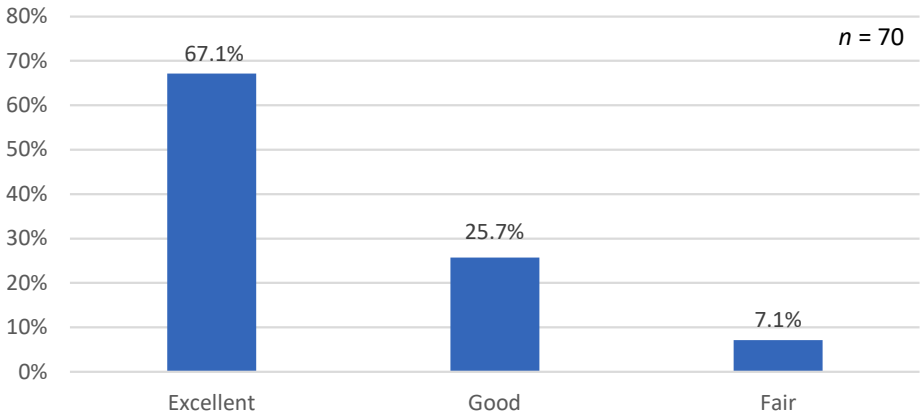


Exhibit C.11 Information provided to customers

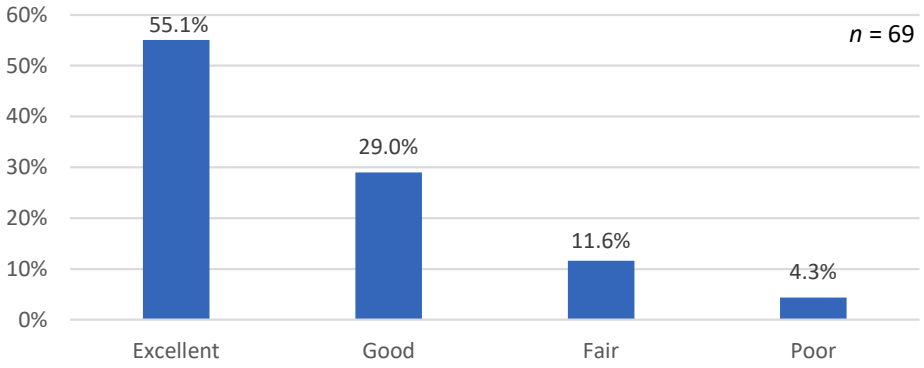


Exhibit C.12 Service hours

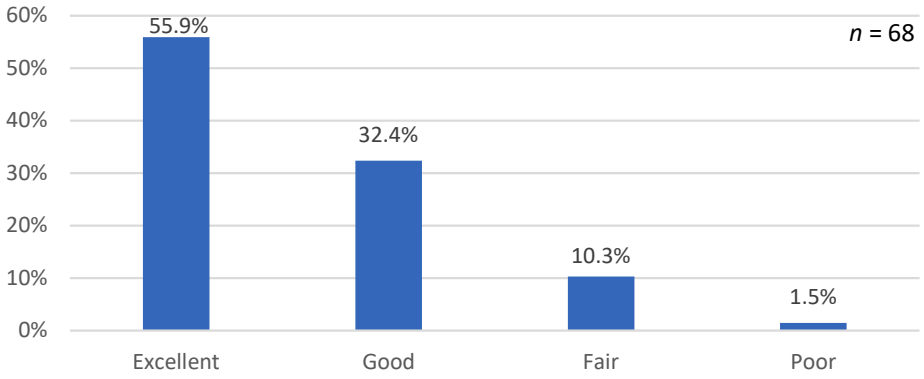


Exhibit C.13 Driver courtesy

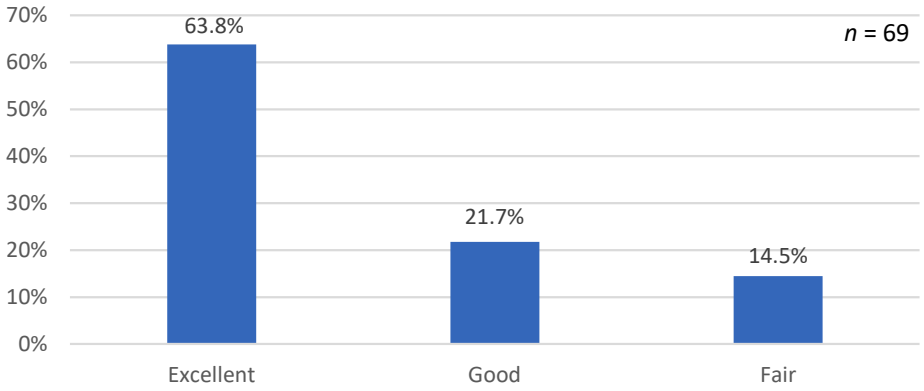


Exhibit C.14 Vehicle cleanliness (interior)

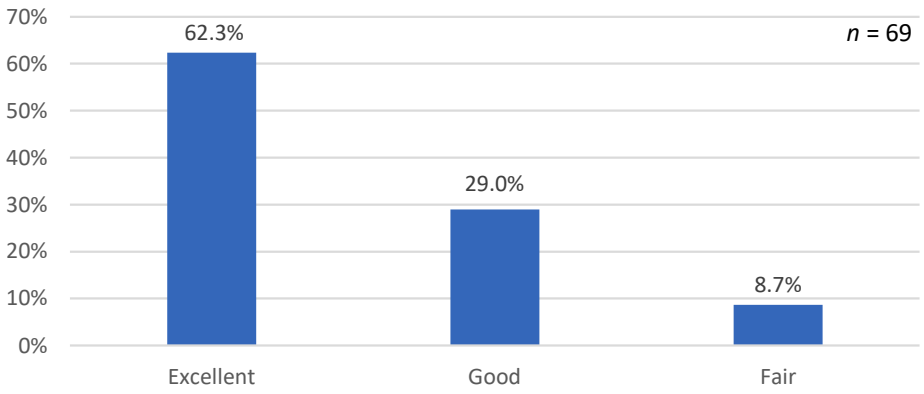


Exhibit C.15 Safety onboard vehicle

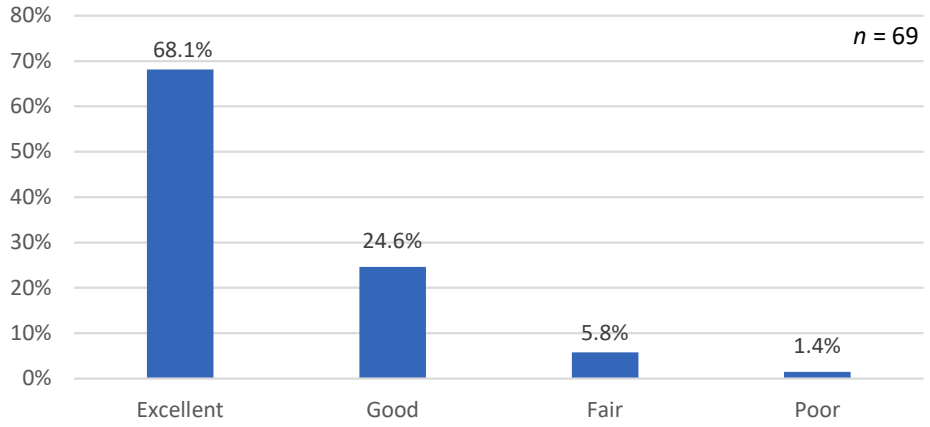
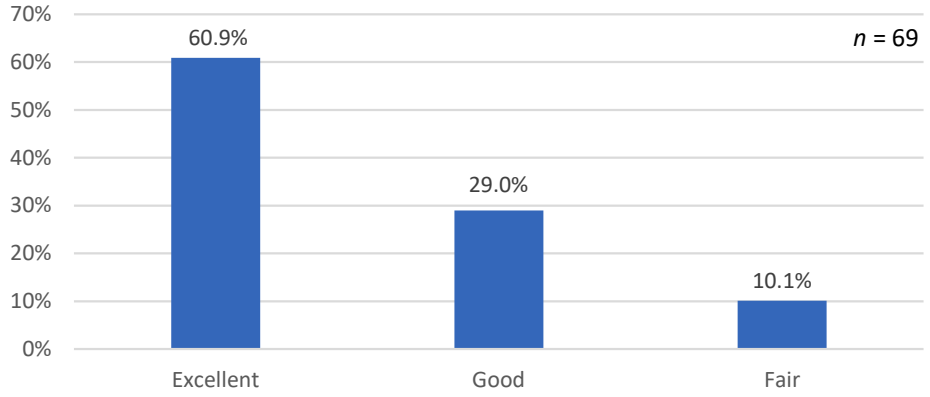
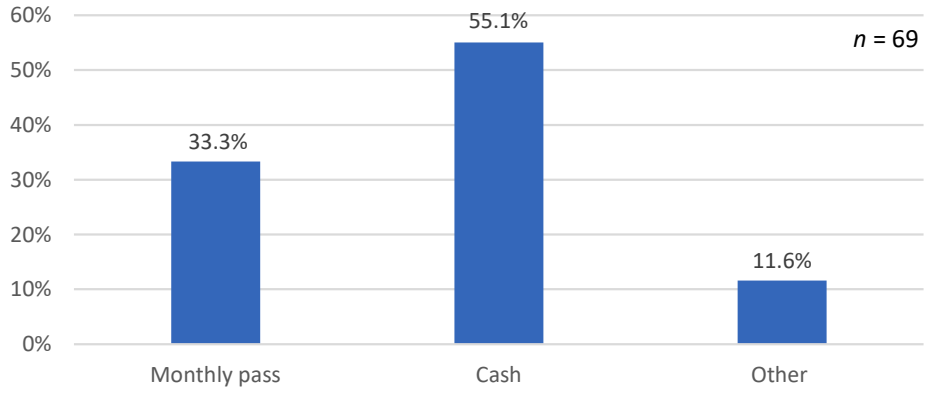


Exhibit C.16 Overall service



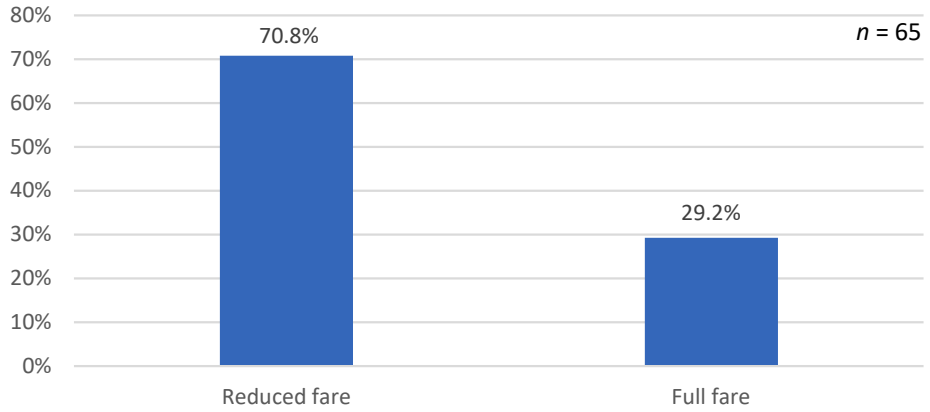
Q7. How do you typically pay for your ride on Visalia Transit's demand-response service?
The most common "other" response was "punch pass."

Exhibit C.17 Fare payment



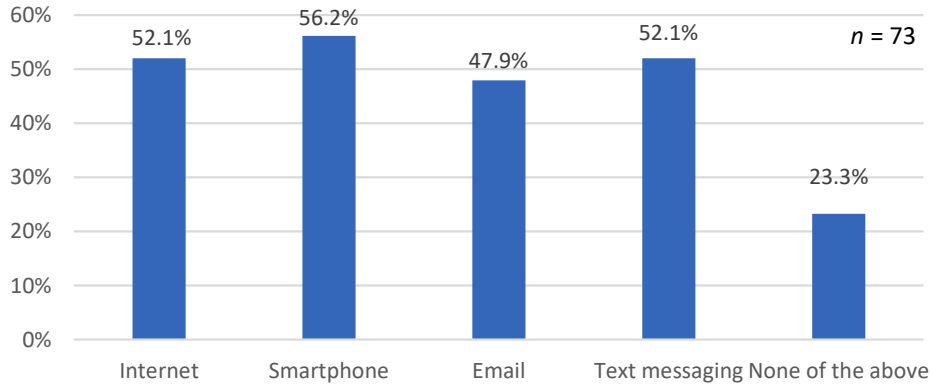
Q8. Which fare category typically applies to you?

Exhibit C.18 Fare category



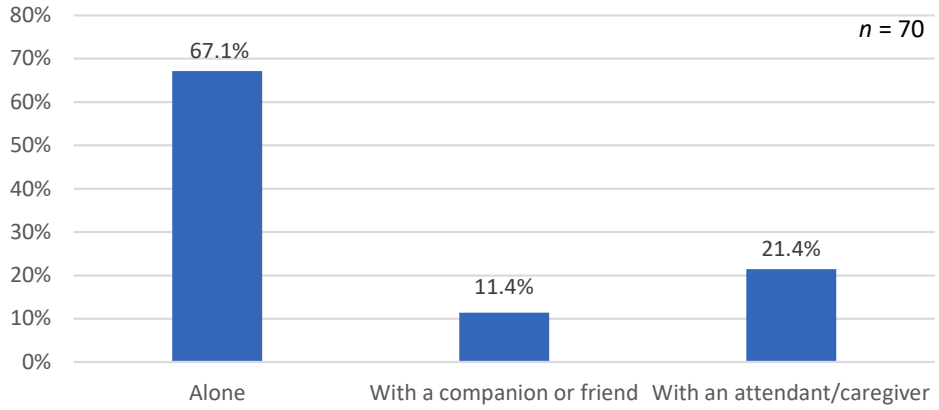
Q9. To which of the follow technology items do you have access? (Select all which apply.)

Exhibit C.19 Access to technology



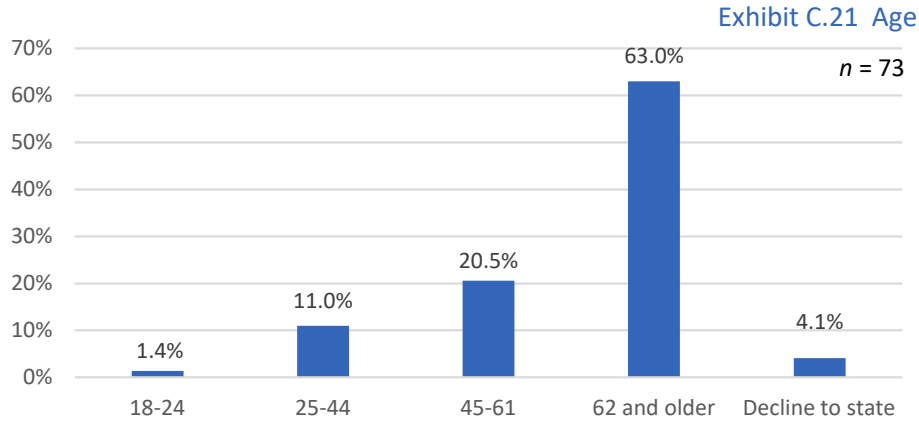
Q10. Do you typically travel on Visalia Transit's demand-response service….?

Exhibit C.20 Travel companion



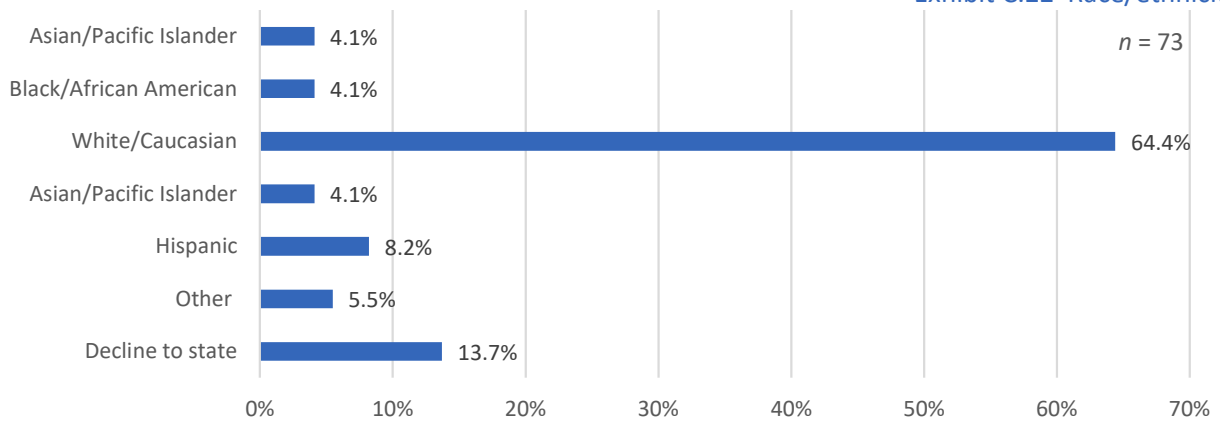
Q11. Which of the following include your age?

Exhibit C.21 Age



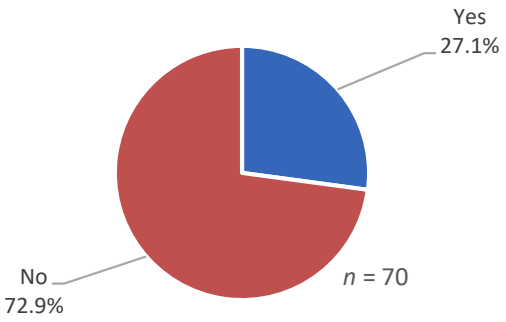
Q12. With which of the following do you most closely identify? (Select all that apply.)

Exhibit C.22 Race/ethnicity



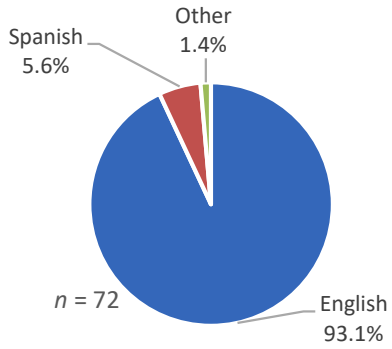
Q13. Do you identify as Hispanic or Latino (of any race)?

Exhibit C.23 Identification as Hispanic/Latino



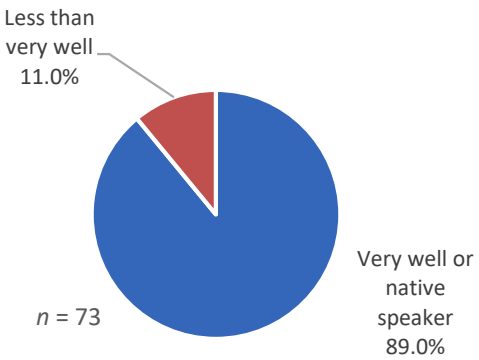
Q14. What is the primary language spoken in your home?

Exhibit C.24 Language spoken at home



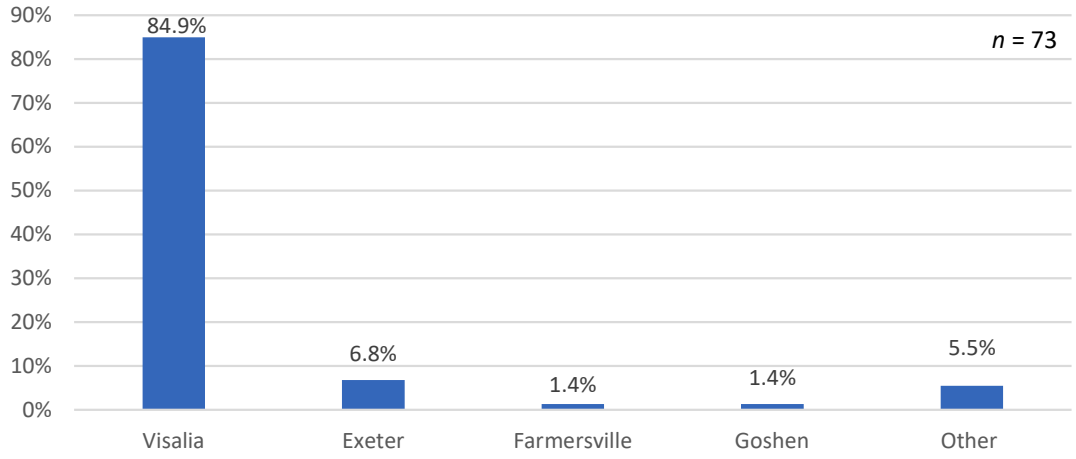
Q15. How well do you speak English?

Exhibit C.25 English proficiency



Q16. In which community do you live?
"Other" translates to "outside Tulare County."

Exhibit C.26 Home community



Q17. In a typical month do you use any of the following transportation services (other than dial-a-ride)?

Exhibit C.27 Use of other transportation modes

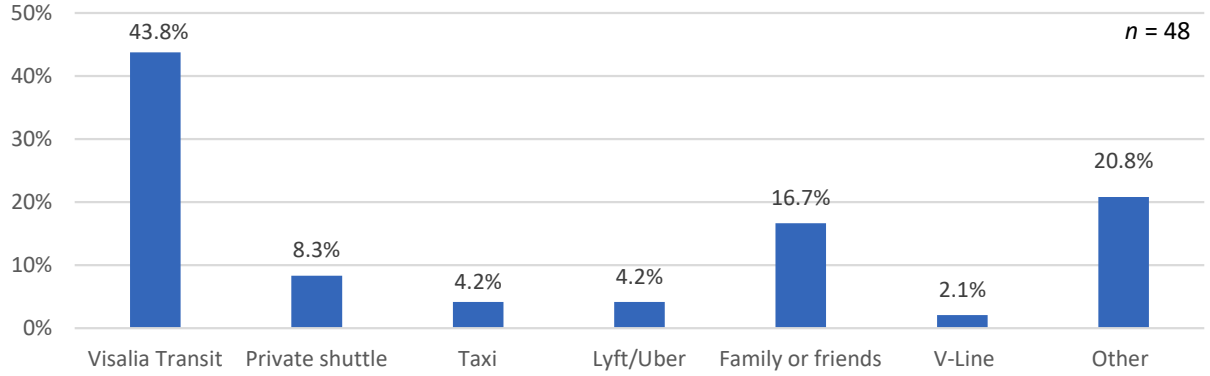


Exhibit C.28 Dial-A-Ride survey instrument

2021 Visalia Dial-A-Ride Customer Survey

The City of Visalia is preparing an update of its Short Range Transit Plan. The Plan has three goals: 1) objective assessment of the current transit service; 2) identify practical, cost-effective strategies for enhancing the transit service, and 3) optimize the value of the community's investment in its transit program.

As a recent customer of the Visalia dial-a-ride service your opinion is important. Please complete the enclosed survey and return it using the enclosed postage-paid envelope. Each completed survey received by July 30, 2021 will be entered into a random drawing for a series of $50 VISA gift cards. Thank you for sharing your opinions and ideas.

We understand your travel habits may have changed due to the COVID-19 pandemic. If you are not currently using the dial-a-ride service, but used it prior to the pandemic, tell us about your travel habits prior to COVID-19.

1. **How often do/did you ride the dial-a-ride service in a typical week?**
   - ❑ Less than one trip per week/don't ride every week
   - ❑ 1-2 times per week
   - ❑ 3-4 times per week
   - ❑ 5 or more times per week

2. **What is/was your most common trip purpose or destination when using the dial-a-ride service? (Choose only one.)**
   - ❑ Healthcare/medical
   - ❑ Shopping/errands
   - ❑ Work
   - ❑ School
   - ❑ Recreation/social activities
   - ❑ Other (specify): _____

3. **How many days in advance do/did you typically make your ride reservation?**

   _____

4. **What is/was the main reason you use the dial-a-ride service instead of another form of transportation?**
   - ❑ Don't drive or no longer drive.
   - ❑ No or limited access to a personal vehicle.
   - ❑ Unable to ride the big bus (Visalia Transit).
   - ❑ Other options too expensive (i.e., taxis, Uber/Lyft)
   - ❑ Other (specify): _____

5. **Where do/did you typically travel when using the dial-a-ride service? (Select up to three.)**
   - ❑ Within Visalia
   - ❑ Within Exeter
   - ❑ Within Farmersville
   - ❑ Between Visalia and Farmersville
   - ❑ Between Visalia and Exeter
   - ❑ Between Visalia and Goshen
   - ❑ Other (specify): _____

Continued on back →

2021 Visalia Dial-A-Ride Customer Survey

6. Please rate each of the following aspects of the City's dial-a-ride service.

	Excellent	Good	Fair	Poor
Ease of reservation making	❑	❑	❑	❑
Ability to obtain ride at desired time	❑	❑	❑	❑
On-time performance	❑	❑	❑	❑
Affordability/ Reasonableness of price	❑	❑	❑	❑
Courtesy of customer survey/ reservation staff	❑	❑	❑	❑
Information provided to customers	❑	❑	❑	❑
Service hours	❑	❑	❑	❑
Driver courtesy	❑	❑	❑	❑
Vehicle cleanliness (interior)	❑	❑	❑	❑
Safety onboard vehicle	❑	❑	❑	❑
Overall service	❑	❑	❑	❑

7. How do/did you typically pay for your ride on dial-a-ride?

❑ Monthly pass
❑ Token
❑ Cash
❑ Other (specify): _____

8. Which fare category typically applies to you?

❑ Reduced fare
❑ Full fare

9. To which of the following do you have access? (Check all that apply.)

❑ Internet
❑ Smartphone
❑ Email
❑ Text messaging
❑ None of the above

10. Do/did you typically travel on the dial-a-ride…?

❑ Alone
❑ With a companion or friend
❑ With an attendant/caregiver

11. Which of the following includes your age?

❑ Under 18
❑ 18-24
❑ 25-44
❑ 45-61
❑ 62 and older
❑ Decline to state

2021 Visalia Dial-A-Ride Customer Survey

12. With which of the following do you most closely identify? (Select all that apply.)
- ❑ Asian/Pacific Islander
- ❑ Black/African American
- ❑ Native American/Alaska Native
- ❑ White/Caucasian
- ❑ Decline to state
- ❑ Other (specify): _____

13. Do you identify as Hispanic or Latino?
- ❑ Yes ❑ No

14. What is the primary language spoken in your home?
- ❑ English
- ❑ Spanish
- ❑ Other (specify): _____

15. How well do you speak English?
- ❑ Very well or native speaker
- ❑ Less than very well
- ❑ Not at all

16. In which community/town do you live?
- ❑ Visalia
- ❑ Exeter
- ❑ Farmersville
- ❑ Goshen
- ❑ Other (specify): _____

17. In a typical month do/did you use any of the following transportation services (other than dial-a-ride)?
- ❑ Visalia Transit ❑ Private shuttle
- ❑ Taxi ❑ Lyft/Uber
- ❑ Other (specify): _____

Thank you for participating. To be entered into the random drawing, please provide your contact information. All contact information will remain confidential.

First name: _____

Phone or email: _____

Appendix D | Community Workshops

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Exhibit D.1 Community workshop flyer (English)

Help plan the future of public transit service in Visalia.

Share your ideas, priorities, and impressions at one of three 90-minute workshops on Wednesday, September 8, 2021.

Wednesday, September 8

12:30 - 2:00 pm | College of the Sequoias, Building 1, Sequoia Room
3:30 - 5:00 pm | Visalia Convention Center
6:00 - 7:30 pm | Visalia Convention Center

Spanish interpretation will be provided • Light refreshments • Q&A session • Free 2-hour parking at the Visalia Convention Center • Two blocks from the Downtown Transit Center

Unable to attend? Have an idea or comment? Email TDonline@visalia.city

VISALIA TRANSIT

Exhibit D.2 Community workshop flyer (Spanish)

Ayude a planificar el futuro del servicio de transporte público en Visalia.

Comparta sus ideas, prioridades y impresiones en uno de los tres talleres de 90 minutos el miércoles 8 de septiembre de 2021.

miércoles, 8 de septiembre

12:30 - 2:00 pm | Colegio de las Sequoias, Edificio 1, Cuarto Sequoia
3:30 - 5:00 pm | Centro de convenciones Visalia
6:00 - 7:30 pm | Centro de convenciones Visalia

Se proporcionará interpretación en español • Refrescos • Sesión de preguntas y respuestas • Estacionamiento gratuito durante 2 horas en el centro de convenciones Visalia • A dos cuadras del Downtown Transit Center

¿Incapaz de atender? ¿Tienes alguna idea o comentario?
Correo electrónico TDonline@visalia.city

VISALIA TRANSIT

Exhibit D.3 Community workshop newspaper advertisement (Visalia Times-Delta)

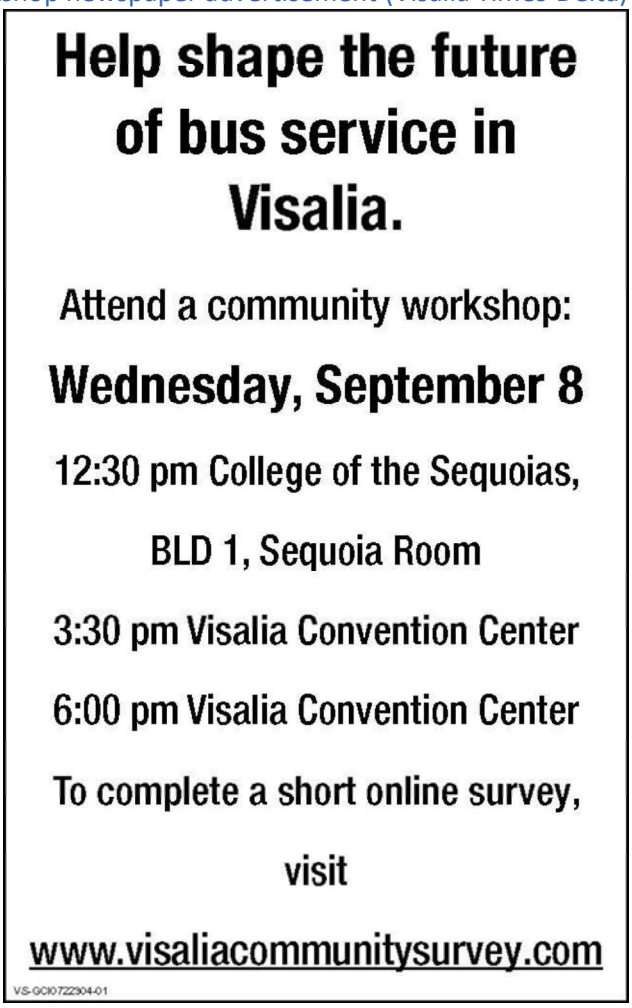
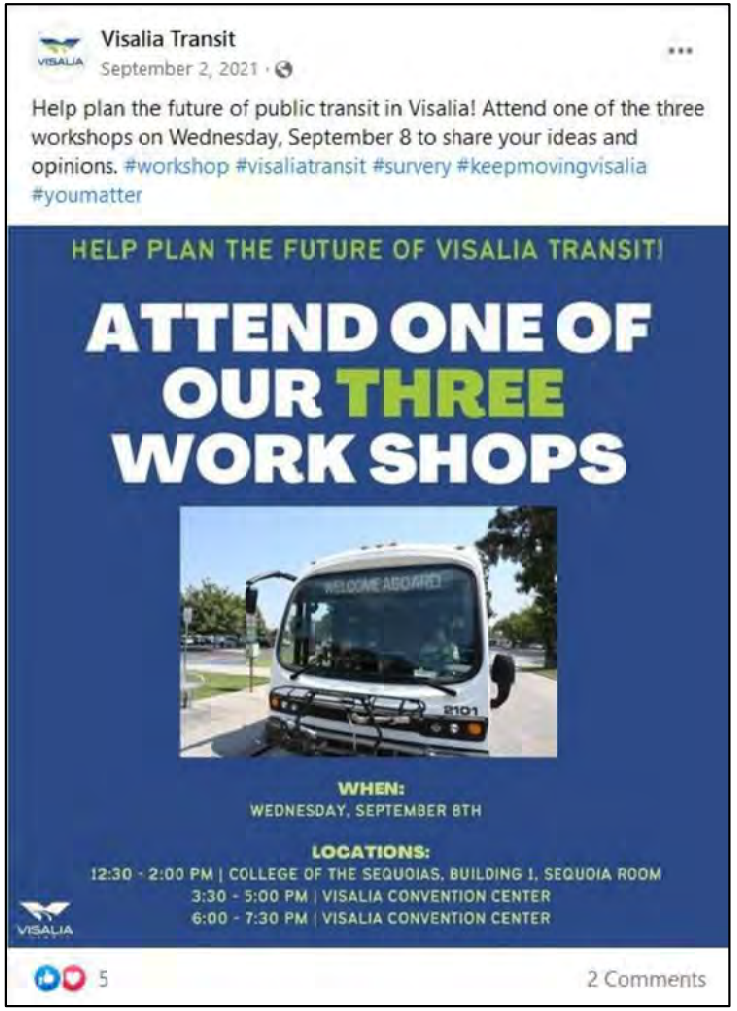
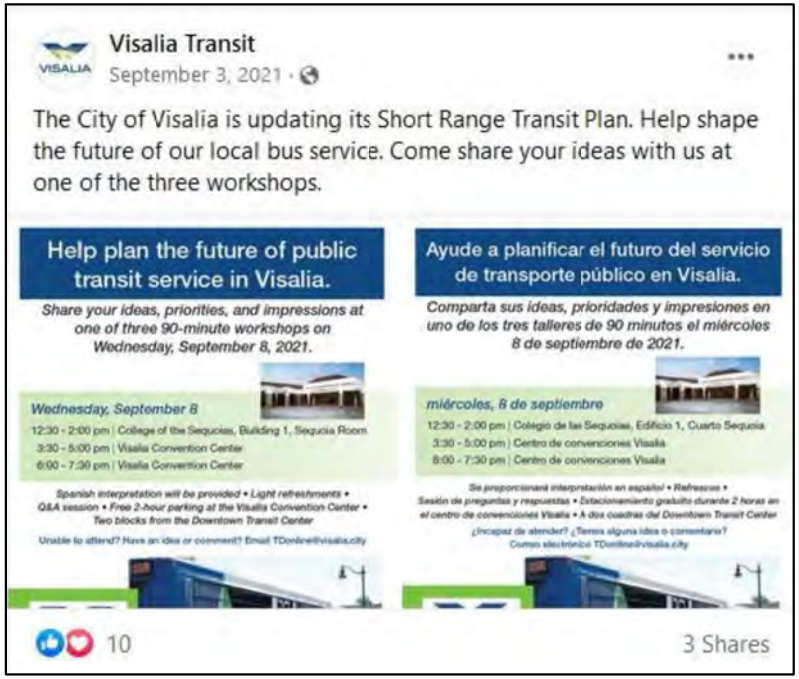


Exhibit D.4 Community workshop social media




Visalia Transit
September 3, 2021
The City of Visalia is updating its Short Range Transit Plan. Help shape the future of our local bus service. Come share your ideas with us at one of the three workshops.
Help plan the future of public transit service in Visalia.
Share your ideas, priorities, and impressions at one of three 90-minute workshops on Wednesday, September 8, 2021.
Wednesday, September 8
12:30 - 2:00 pm | College of the Sequoias, Building 1, Sequoia Room
3:30 - 5:00 pm | Visalia Convention Center
6:00 - 7:30 pm | Visalia Convention Center
Spanish interpretation will be provided • Light refreshments • Q&A session • Free 2-hour parking at the Visalia Convention Center • Two blocks from the Downtown Transit Center
Unable to attend? Have an idea or comment? Email TDonline@visalia.city
Ayude a planificar el futuro del servicio de transporte público en Visalia.
Comparta sus ideas, prioridades y impresiones en uno de los tres talleres de 90 minutos el miércoles 8 de septiembre de 2021.
miércoles, 8 de septiembre
12:30 - 2:00 pm | Colegio de las Sequoias, Edificio 1, Cuarto Sequoia
3:30 - 5:00 pm | Centro de convenciones Visalia
6:00 - 7:30 pm | Centro de convenciones Visalia
Se proporcionará interpretación en español • Refrescos • Sesión de preguntas y respuestas • Estacionamiento gratuito durante 2 horas en el centro de convenciones Visalia • A dos cuadras del Downtown Transit Center
¿Incapaz de atender? ¿Tienes alguna idea o comentario? Correo electrónico TDonline@visalia.city
10
3 Shares

Visalia Transit
September 4, 2021
Share your thoughts with us at one of our three workshops:
Wednesday, September 8
12:30-2:00 PM | College of the Sequoias, Building 1, Sequoia Room
03:30-5:00 PM | Visalia Convention Center
06:00-7:30 PM | Visalia Convention Center... See more
CAN'T MAKE IT?
Help change the Future
BY COMPLETING THE SURVEY BELOW:
WWW.VISALIACOMMUNITYSURVEY.COM
FOR A CHANCE TO WIN A $25 VISA CARD!
6
4 Shares

Visalia Transit
September 8, 2021 ·
As a customer of Visalia Transit, your input is important. Surveyors will onboard our vehicles from September 8-11, 2021. Complete the survey for a chance to WIN a $25 Visa gift card.
SURVEY
ALERT
0:01 / 0:16
3
1 Share

Visalia Transit
September 8, 2021 ·
Today is the day! Come join us. We have two workshops left today at the Visalia Convention Center.
CAN'T MAKE IT?
VISALIA
Help change the Future
BY COMPLETING THE SURVEY BELOW:
WWW.VISALIACOMMUNITYSURVEY.COM
FOR A CHANCE TO WIN A $25 VISA CARD!
Visalia Transit
September 4, 2021 ·
Share your thoughts with us at one of our three workshops:
Wednesday, September 8
12:30-2:00 PM | College of the Sequoias, Building 1, Sequoia Room
03:30-5:00 P... See more
5
1 Share

Exhibit D.5 Community workshop comment card

Question/Comment Card

VISALIA TRANSIT

Use this card to submit a question or comment.

QUESTION/COMMENT:

Name (optional): _____

Tarjeta de preguntas/ comentarios

VISALIA TRANSIT

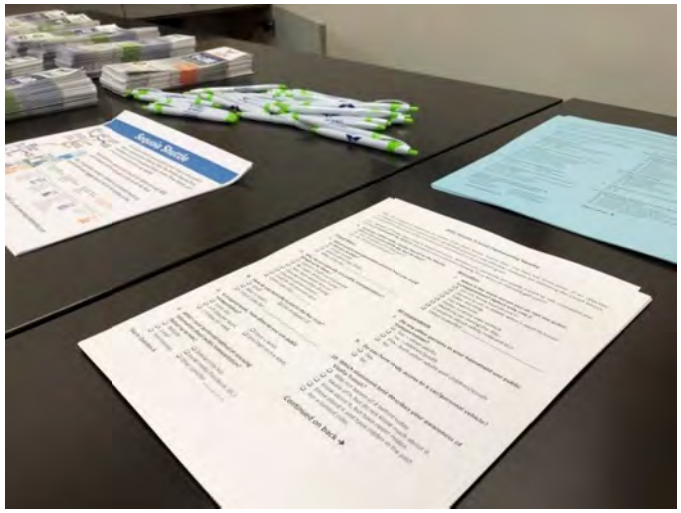
Utilice esta tarjeta para enviar una pregunta o comentario.

PREGUNTA/COMENTARIO:

Nombre (opcional): _____

Exhibit D.6 Community workshop photos

Dial-A-Ride



Dial-A-Ride
1A-1B
2A-2B
4A-4B
9A-9B
11X

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Appendix E | Vehicle Inventory and Fleet Replacement Plan

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Exhibit D.1 Fleet inventory

Qty	Year	Make	Make/Model	Fuel	PAX	Service	Status
5	2006	Orion	S50	CNG	33	Fixed Route	Active
2	2008	Orion	S50	CNG	32	Fixed Route	Active
7	2008	Orion	S50	CNG	34	Fixed Route	Active
4	2010	Orion	S50	CNG	41	Fixed Route	Active
3	2010	Orion	S50	CNG	34	Fixed Route	Active
4	2013	Gillig	BRT	CNG	39	Fixed Route	Active
2	2016	Gillig		CNG	33	Fixed Route	Active
2	2009	Orion	VII	CNG	33	Fixed Route	Active
5	2016	Gillig		CNG	33	Fixed Route	Active
3	2018	Proterra	Proterra	Electric	40	Fixed Route	Active
1	2008	E450	Starcraft Allstar	CNG	18	DAR	Active
6	2011	Elkhart Coach	EC II	CNG	18	DAR	Active
4	2019	E450	Starcraft Allstar	CNG	19	DAR	Active
3	2008	Freightliner	Startrans	CNG	32	Trolley	Active
2	2013	Supreme	Classic	CNG	22	Trolley	Active
7	2007	Ford	Starcraft Allstar	Gasoline	16	SEKI	Active
2	2008	Ford	Starcraft Allstar	Gasoline	16	SEKI	Active
2	2009	Ford	Starcraft Allstar	Gasoline	16	SEKI	
4	2012	Gillig	Hybrid Diesel	Hybrid Diesel	31	SEKI	
2	2012	Gillig	Hybrid Diesel	Hybrid Diesel	26	SEKI	
2	2013	A-Z Buses	Cutaway	Gasoline	16	SEKI	
1	2015	Ford	Starcraft Allstar	Gasoline	20	SEKI	
3	2004	Gillig	S50	Diesel	31	SEKI	Active
3	2007	Ford	Glaval Cutaway	Gasoline	16	SEKI	
2	2018	Gillig	Hybrid Diesel	Hybrid-Diesel	26	SEKI	Active

Qty	Year	Make	Make/Model	Fuel	PAX	Service	Status
3	2016	Ford	Starcraft Allstar	CNG	20	V-Line	Active
2	2019	Gillig	BRT	CNG	39	V-Line	Active
1	2008	E450	Starcraft Allstar	CNG	18	LOOP Buses	Active

Exhibit D.2 Fleet replacement module, Transit Asset Management Plan (2018)

Total in Current Year $	$1,330,000.00		$0.00		$2,737,500.00		$1,235,000.00		$3,977,500.00	
Total in Year of Expenditure $	$1,369,900.00		$0.00		$2,819,625.00		$1,272,050.00		$4,096,825.00	
	2019		2020		2021		2022		2023	
Fleet Type (Year/Make/Model)	Number	Cost in 2018 $	Number	Cost in 2018 $	Number	Cost in 2018 $	Number	Cost in 2018 $	Number	Cost in 2018 $
2006 Orion Low Floor										
2008 Orion Low Floor					5	$2,737,500.00				
2010 Orion Low Floor									7	$3,852,500.00
2013 Gillig Low Floor										
2016 Gillig Low Floor										
2009 Gillig Low Floor							2	$1,105,000.00		
2008 Starcraft Allstar										
2011 Elkhart Elkhart	8	$1,200,000.00								
2008 Startrans Startrans										
2013 Supreme Supreme										
2007 Starcraft Allstar										
2009 Starcraft Allstar										
2012 Gillig Low Floor										
2013 Elkhart Elkhart										
2015 Starcraft Allstar									1	$125,000.00
2004 Gillig Low Floor										
2007 Ford Glaval										
2016 Starcraft Allstar										
2015 MV-1 MV-1	2	$130,000.00					2	$130,000.00		
2018 Proterra Proterra										

Visalia City Council

Staff Report

File #: 22-0194 **Agenda Date:** 6/20/2022 **Agenda #:** 2.

Agenda Item Wording:
Review and accept the 2021 Annual Report from the City of Visalia Historic Preservation Advisory Committee.
Deadline for Action: 6/20/2022

Submitting Department: Community Development

Contact Name and Phone Number:
Walter Deissler, Chairperson, Historic Preservation Advisory Committee
Cristobal Carrillo, Associate Planner, (559) 713-4443, cristobal.carrillo@visalia.city <mailto:cristobal.carrillo@visalia.city>
Paul Bernal, Community Development Director, (559) 713-4025 paul.bernal@visalia.city <mailto:paul.bernal@visalia.city>

Department Recommendation:
Staff recommends the City Council review and accept the annual report from the Historic Preservation Advisory Committee (HPAC). The annual report provides the City Council with a detailed overview of all activities conducted and projects reviewed by the HPAC during the 2021 calendar year. The report also provides responses to directives initiated by the City Council Sub-Committee on Committees/Commissions.

Background:
As one of the oldest cities in the Central Valley, Visalia hosts an impressive collection of historic sites and structures. Numerous structures with distinctive architectural styles are present in Visalia, concentrated in the city's historic core. The Historic Preservation Ordinance, adopted in 1979 and updated in 2001, established the HPAC to act as a steward for historic preservation causes. The Committee is primarily responsible for periodically updating the Local Register of Historic Structures, nominating properties to Local, State, and Federal Historic Registers, and reviewing building/planning actions related to historically designated structures within the Historic District and/or on the Local Register. Review of building and planning actions is the most frequent task undertaken by the Committee, consisting of review of exterior alterations to historically designated structures, and review of zoning actions on sites within the Historic District (ex. Change of Zones, Conditional Use Permits, Variances, and Planned Unit Developments). HPAC reviews are conducted with a focus on preserving the integrity of historic structures and maintaining the unified architectural character of historic neighborhoods. Committee actions are appealable directly to the City Council. The Committee consists of seven members with a wide variety of knowledge relevant to historic preservation. Current members of the HPAC have worked in construction, architecture, real estate, and landscaping, and many of the members are active in community groups. The Committee meets on the second and fourth Wednesdays of every month so as to provide expedient review of development requests. In 2021, the HPAC held a total of 30 meetings, which included 22 regular

public meetings, 7 special called public meetings (including a work session with the Building Advisory Committee), and 1 work session with the Visalia City Council. This is likely the most of any City committee/commission operating today, and second only to the City Council itself.

Discussion:
In 2021, the HPAC took a number of actions to administer the goals and policies of the Historic Preservation Ordinance and Historic Preservation Element. This consisted of reviews of applicable construction and planning projects, initiatives to update the Local Register of Historic Structures and the Historic Preservation District Ordinance, and advocacy for the placement of signage denoting the locations of the Historic District. The actions of the Committee are described below. Directives from the Visalia City Council's 2021 Committees/Commissions Work Sessions will also be addressed.

Project Reviews

In 2021, the HPAC conducted a total of 19 project reviews. Items reviewed by the HPAC consisted of a wide range of residential and commercial projects, including proposals for new residences and accessory dwelling units, the renovation of an existing building for an outpatient surgery center, and rooftop shade structures for the Darling Hotel. All projects, as well as decisions rendered by the HPAC, are described in Attachment No. 1.

Long Range Projects

As the result of demolition of the Odell-Mor Building (209 N. Encina Street), the HPAC embarked on two projects to strengthen its ability to preserve historic buildings. The two projects are an update to Visalia Municipal Code Chapter 17.56 (Historic Preservation District Ordinance) and an update to the Local Register of Historic Structures. The projects are described below.

Historic Preservation Ordinance Update

In early 2021, the Visalia City Council directed the HPAC to provide recommendations for revision of the Historic Preservation District Ordinance. As a result, the HPAC began to devise recommendations to address various deficiencies of the Ordinance. Work sessions were held with the City Council on October 4, 2021, and February 22, 2022, and Building Advisory Committee on November 17, 2021, to discuss and refine the recommendations. At the completion of the sessions, six areas were identified as requiring revision. The proposed revisions are as follows:

1. Update the Ordinance so that "Background" Local Register structures located outside the Historic District are subject to HPAC review. Currently these structures are exempt from HPAC review unless proposed for demolition.
2. Grant HPAC the ability to deny demolition requests for properties within the Historic District or Local Register. Currently the HPAC is compelled to approve demolitions requests. The HPAC can only deny a demolition request when the structure is listed as "Exceptional" on the Local Register.
3. Add definitions for Local Register classifications to the Ordinance. As present Local Register classification definitions are only found within the Historic Preservation Element of the Visalia General Plan.
4. Add specific criteria for the evaluation of fencing proposals. At present language within the

Ordinance is vague. Language will be added to be inclusive of a larger range of fencing types, while preserving historic integrity.

5. Limit the percentage of paved surfaces allowed within front yard areas. The intent is to preserve landscaping in front yard areas, with an eye towards preserving historic aesthetics.
6. Change the frequency of Local Register reviews. This would change the requirement to conduct Local Register reviews from an annual basis to every five years.

Local Register of Historic Structures Update

In conjunction with the above, the HPAC also embarked on an update to the Local Register of Historic Structures, a task which had not been undertaken in any capacity since 2013.

Each structure on the Local Register has been previously assigned a “classification” based on physical attributes and historical significance. With this project the HPAC reviewed each structure on the Local Register to determine whether the appropriate classification was applied. The three classification types are as follows:

- Exceptional: Sites with preeminent historical significance, considered for nomination to the National Register of Historic Places.
- Focus: Sites having significant value, of good to excellent quality, considered for local recognition.
- Background: Properties that may not be historically significant or unique, but which contribute positively to the City’s “visual fabric”.

Site visits by all members of the HPAC, staff, and volunteers were conducted for all 368 sites on the Local Register. This involved photographing each structure, noting any physical changes, cross-referencing with previous surveys, speaking to members of the public, and providing a recommendation on what classification should be applied. Public notices were sent to all owners and occupants of Local Register sites to ensure public knowledge of HPAC activities. Surveys were completed in late 2021, with evaluations of the sites by the HPAC completed in 2022.

Public Outreach Meeting

At the request of the City Council, the HPAC also conducted a public outreach meeting on March 30, 2022, to answer questions and solicit comment on the Historic Preservation District Ordinance update and Local Register of Historic Structures update. Notice of the meeting was sent to all property owners and occupants of sites within the Historic District and Local Register, resulting in a meeting that was well attended. Comments received consisted of a recommendation to not alter the frequency of Local Register reviews and clarifying questions regarding fencing and landscaping changes. All comments were collected by staff for possible incorporation into the two projects. Note that additional public notification will occur as part of the public hearing processes for the Historic Preservation District Ordinance update and Local Register of Historic Structures update.

Next Steps

Both projects require review by the HPAC, and a recommendation from the Planning Commission to the Visalia City Council. HPAC review was completed at a specially called meeting held May 26, 2022. At that meeting, the Committee recommended approval of both projects to the Visalia Planning Commission. The Visalia Planning Commission is scheduled to hear both items at its July 11, 2022, meeting. Final authority to approve the ordinance changes and certify the Local Register changes resides with the Visalia City Council. City Council review of the two projects is expected to occur between August and September 2022.

Historic Street Signage Project

In 2021, the City and HPAC took multiple actions to promote wider knowledge of historic preservation and its applicability to certain areas of the city. This included the annual mailing of an HPAC informational guide to property owners and occupants of historically designated properties and coordination with local media for the dissemination of stories highlighting historic preservation topics. In support of these efforts, HPAC members recommended to the City Council during the October 4, 2021, Work Session that signage be placed identifying the location of the Historic District. The idea was roundly supported by members of the City Council.

Subsequently on November 15, 2021, the City Council allocated funds for the placement of “Historic District” street blade signage. Installation of street blades was completed in early 2022 and included placement on approximately 100 existing street name sign or utility poles throughout the Historic District by Public Works Department staff. The overall public response to the placement of historic wayfinding signage has been positive.

2021 Committees/Commissions Work Sessions

On May 3, 2021, the City Council Sub-Committee on Committees/Commissions shared its recommendations for the overhaul of City committees and commissions. The Sub-Committee issued 10 directives for committees/commissions to consider or specifically integrate into their operations. The applicable directives, and HPAC’s efforts for incorporation, are described below.

1. *Geographical Diversity*

The Sub-Committee recommended that when committees/commissions recruit or evaluate new members for service, that consideration be given to increasing geographical diversity, meaning that membership reside throughout all City quadrants.

For the HPAC, given its limited jurisdiction, it is recommended that when possible, preference be given to committee applicants who reside in the Historic District or on a site on the Local Register. At present, two of the seven members currently on the HPAC reside within the Historic District. When interviewing potential members to fill a recent vacancy, the HPAC did take into account that a candidate lived within the Historic District. That candidate was ultimately nominated to serve on the HPAC..

2. *Mission Statements*

The Sub-Committee requested that committees/commissions present mission statements to guide

their work plan for each year.

The HPAC is one of the few committees/commissions that has an Ordinance within the Visalia Municipal Code, providing guidance on HPAC activities. Visalia Municipal Code Chapter 17.56 (Historic Preservation District Ordinance) is included as Attachment No. 2.

3. Work Program and Report

The Sub-Committee requested that committees/commissions develop a work program for the upcoming fiscal year and prepare an annual report describing the work conducted in the previous year.

The annual report before the City Council today describes all activities conducted by the HPAC in 2021. For 2022, the HPAC has identified the following objectives to pursue:

- Completion of the Historic Preservation Ordinance Update.
- Completion of the Local Register of Historic Structures Update.
- Research the benefits and feasibility of applying to become a Certified Local Government (CLG). The CLG program is a national program administered by the State Historic Preservation Office (SHPO) designed to encourage best planning practices in local government for the identification, registration, and preservation of historic properties. Potential benefits include grant funding for preservation activities and technical assistance from experienced professionals.
- Continuance of project reviews for sites within the Historic District and on the Local Register.
- Begin research and processes to add sites to the Local Register of Historic Structures.
- Obtain approval of a proclamation denoting May 2022 as “National Historic Preservation Month” (Item completed as of May 2, 2022).
- Send historic preservation information to all owners/occupants of sites within the City of Visalia listed on the National Register of Historic Places.

4. Technical Advice to the Historic Preservation Advisory Committee

The Sub-Committee requested that the HPAC and the Building Advisory Committee (BAC) develop a streamlined process for the BAC to provide timely input on construction proposals slated to go before the HPAC.

The HPAC held a joint meeting with the BAC on November 17, 2021, to discuss the above directive. BAC members noted that the missions of each committee where not in sync, as the HPAC is tasked with matters of architectural design, while the BAC works with interpretation of the Building Code. The Committees agreed that cooperation between the two groups would be best utilized for the evaluation of significant demolition proposals, with the option for reviews of other proposals if deemed necessary by the HPAC. A process was defined and agreed to in which staff would convene a sub-committee from each group to solicit comment to be shared with the HPAC whenever a significant demolition request was received. Members for each group were assigned to serve on the

subcommittee (Michael Kreps and Jay Hohlbauch with the HPAC, and Dennis Whistler and Stuart Hendricks for the BAC, with Martin Hale acting as an Alternate). This process was chosen as it provides for greater meeting flexibility, as the full membership of the BAC only meets on a quarterly basis. It also ensures that project reviews continue to be conducted in a timely manner, removing the need for applicants to undergo two public hearings (HPAC and BAC) instead of one.

Fiscal Impact: None.

Prior Council Action:

1. At the February 16, 2021, meeting of the City Council, during presentation of the 2020 HPAC Annual Report, members of the Council directed the HPAC to provide recommendations for the revision of the Historic Preservation District Ordinance.
2. At the March 1, 2021, City Council Committee/Commission Work Session, the HPAC was encouraged to undertake projects related to their mission. A request was made by members of the City Council for the HPAC to consider reviewing the Historic Preservation District Ordinance for potential changes.
3. At the October 4, 2021, City Council and Historic Preservation Advisory Committee Work Session, direction was provided by the Council regarding proposed revisions to the Historic Preservation District Ordinance. The Council directed the Committee to meet with the Building Advisory Committee, solicit comment, and return to the Council for a follow-up work session
4. At the February 22, 2022, City Council and Historic Preservation Advisory Committee Work Session, the HPAC presented comments provided by the Building Advisory Committee on proposed revisions to the Historic Preservation District Ordinance. The Council provided additional comment and directed the HPAC to pursue a Zone Text Amendment to revise the Historic Preservation District Ordinance.

Committee/Commission Review and Action:
The Historic Preservation Advisory Committee discussed the preparation and content of this annual report at their April 27, 2022, meeting.

Alternatives: None.

Recommended Motion (and Alternative Motions if expected):
I move to accept the 2021 Annual Report from the Historic Preservation Advisory Committee.
CEQA Review: Not applicable.

Attachments:

1. Historic Preservation Advisory Committee - Project Reviews 2021
2. Historic Preservation District Ordinance
3. Historic District & Local Register Map
4. Committee Member List

ATTACHMENT NO. 1

City of Visalia
Historic Preservation Advisory Committee
Project Reviews – 2021

PROJECT NUMBER	MEETING DATE(S)	LOCATION	PROJECT DESCRIPTION	DECISION
HPAC No. 2021-01	2/10/2021, 5/26/2021	708 South Church Street	A request to construct a new single-family residence with a second-story accessory dwelling unit on a vacant lot.	2/10/2021 – Item continued to solicit additional architectural elements for the structure. 5/26/2021 – Revised proposal with additional architectural amenities approved.
HPAC No. 2021-02	3/10/2021, 3/18/2021	719 North Highland Street	A request to replace windows and fencing for an existing single-family residence.	3/10/2021 – Item continued to provide applicant time to redesign the fence and provide an alternate method to maintain the window muntin feature on the front exterior windows. 3/18/2021 – HPAC approved the revised fence proposal and replacement of eighteen rear and side windows. For the ten windows with muntin features, the HPAC approved repair of the existing windows and use of compression/storm windows to improve energy efficiency.
HPAC No. 2021-03	3/10/2021	810 North Highland Street	A request to construct a new wrought iron fence for an existing single-family residence.	Approved with a condition requiring additional ornamentation on the fence.
HPAC No. 2021-04	4/28/2021	801 West Noble Avenue	A request to construct a new wood fence for an existing single-family residence.	Item approved.

HPAC No. 2021-05	5/12/2021, 5/26/2021	810 South Stevenson Street	A request to construct a new wood fence for an existing single-family residence.	5/12/2021 – HPAC had questions about the design of the fencing. Since the applicant did not attend the meeting, the item was continued to provide the applicant with an opportunity to provide comment. 5/26/2021 – The applicant attended the meeting and provided multiple fencing samples for review. The item was subsequently continued a second time to give the applicant an opportunity to choose a specific style of fencing for review. 3/1/2022 – Staff contacted the applicant for an update on the project. The applicant stated that they were still considering how to proceed. No other contact has been received since that time.
HPAC No. 2021-06	5/12/2021	415 West Race Avenue	A request to conduct a reroof for an existing single-family residence, replacing wood shake roofing material with composition shingles.	Item approved.
HPAC No. 2021-07	5/12/2021	622 South Church Street	A request to convert an existing carport into an accessory dwelling unit on a site with a duplex.	Item approved with conditions for additional architectural elements and the removal of a ramp and storage building.

HPAC No. 2021-08, HPAC No. 2021-14	5/26/2021 8/11/2021, 8/25/2021, 10/13/2021	511 West Goshen Avenue	HPAC No. 2021-08 – A request to construct a five-foot-tall chain link fence for an existing single-family residence. HPAC No. 2021-14 – A request to construct a five-foot tall chain link fence, with a Variance to fence height standards, for an existing single-family residence.	<u>HPAC No. 2021-08</u> 5/26/2021 – Proposal denied due to incompatibility with the Historic District and residence, and non-compliance with development standards for height. <u>HPAC No. 2021-14</u> 8/11/2021 – The initial submittal was for consideration of a four-foot-tall wood fence. During the meeting the applicant requested a continuance to revise the application for reconsideration of the five-foot tall chain link fence. The item was subsequently continued to the meeting of 8/25/2021. 8/25/2021 – The item was continued for a second time in order for the HPAC to receive guidance from the Visalia City Council on fencing during a work session scheduled for 10/4/2021. 10/13/2021 – Based on guidance from the Visalia City Council, the HPAC approved the chain link fence design, and recommended denial of the fence height Variance request to the Visalia Planning Commission. 11/29/2021 – Following the HPAC public hearings, the applicant worked with staff and obtained approval of an Administrative Adjustment, allowing for placement of the chain link fence to a height of 4 feet, 8 inches.

HPAC No. 2021-09	5/26/2021	111 East Noble Avenue	A request for a Conditional Use Permit and Variance to remodel an existing building and establish an outpatient surgery center, with a six-foot-tall wrought iron fence within the front yard setback.	The HPAC recommended approval of the Conditional Use Permit and Variance requests to the Visalia Planning Commission. The proposal was subsequently approved by the Planning Commission on 3/14/2022.
HPAC No. 2021-10	7/14/2021	714 West Goshen Avenue	A request to construct a new chain link fence for an existing single-family residence.	A motion by the HPAC to deny the request resulted in a tied 3-3 vote, as one member was absent. As a result, the motion to deny the proposal failed, and the project was approved automatically.
HPAC No. 2021-11	7/14/2021	210 North Court Street	A request to develop rooftop shade pergolas for the Darling Hotel building.	Item approved.
HPAC No. 2021-12	7/28/2021	801 West Myrtle Avenue	A request to demolish and rebuild a patio cover for an existing single-family residence.	Item approved with a condition to comply with side yard setback standards.
HPAC No. 2021-13	8/11/2021	632 N. Encina Street	A request to replace an exterior door for an existing single-family residence.	Item approved with a condition that the door lockset maintain an antique aesthetic.
HPAC No. 2021-15	8/11/2021	1120 West Main Street	A request to demolish a fence for an existing office.	Item approved with a condition to remove the remaining foundation areas of the fence.
HPAC No. 2021-16	9/22/2021	315 West Race Avenue	A request to construct a new wrought iron fence for an existing single-family residence.	Item approved.

HPAC No. 2021-17	10/13/2021	120 West School Avenue	A request to remove and replace wall siding with stucco on a storage building.	Item approved with a condition that the new vent be similar in appearance to the original vent.
HPAC No. 2021-18	10/13/2021	1304 West Center Avenue	A request for the addition of approximately 500 sq. ft. of office/reception/storage space to an existing office building.	Proposal was removed from consideration because it was not subject to HPAC review. Site is a “Background” Local Register structure located outside the Historic District. As such it is only subject to HPAC review when proposed for demolition.
HPAC No. 2021-19	10/27/2021	724 South Court Street	A request to construct new wrought iron and wood fencing for an existing church.	Item approved with conditions requiring the fence to match existing fencing onsite, and that the height be reduced to meet development standards.
HPAC No. 2021-20	12/8/2021	310 West Murray Avenue	A request for the approval of stone caps on an existing monument sign.	The proposal was denied based on incompatibility with the existing monument sign and office building onsite, and inconsistency with conditions previously applied to the approval of the original monument sign on 9/9/2020 via HPAC No. 2020-06. The applicant consulted with staff and obtained stone caps that were approved by staff on 2/24/2022.

Chapter 17.56

HISTORIC PRESERVATION DISTRICT

Sections:

17.56.010 Purposes and intent.

17.56.020 Components of the chapter.

17.56.030 Definitions.

17.56.040 Regulation of structures.

17.56.050 Creation of historic preservation advisory committee.

17.56.060 Appeal.

17.56.070 Demolition or moving of historic structures.

17.56.080 Ordinary maintenance and repair.

17.56.090 Exceptions to Visalia Municipal Code requirements.

17.56.100 Building design compatibility criteria.

17.56.110 Local register structures.

17.56.120 Role of building official.

17.56.130 Separability.

17.56.010 Purposes and intent.

A. There is created a historic district, the boundaries of which are shown on the two maps entitled, "Historic District Overlay," which accompany the ordinance codified in this chapter and which are on file in the office of the city clerk, on the 19th day of November, 1979 and dated 19th day of November, 1979. Said maps are adopted and made a part of this chapter.

B. This chapter is enacted to preserve and promote the public health, safety and welfare of the residents of the city, and to express the commitment of the city to assure that the city's cultural heritage, as reflected in its historic structures, sites, and features is not destroyed, through:

1. The protection and preservation of historic structures;

2. The preservation and maintenance of historic residential areas as cohesive neighborhood units;

3. The enhancement of property values in the older areas of the city;

4. The assurance that the community's cultural heritage, as reflected in the environment, is not lost;

5. The encouragement of the development of vacant and incompatibly developed properties in accordance with the character of the historic district;

6. The involvement of residents of the older areas in planning their own neighborhoods. (Ord. 2017-01 (part), 2017: Ord. 2001-13 § 4 (part), 2001: prior code § 7700)

17.56.020 Components of the chapter.

This chapter shall include:

1. The ordinance, which specifies the historic district overlay designation, design evaluation criteria, and the formation, powers and duties of a historic preservation advisory committee;

2. Creation of a local register of historic structures, sites and features that may be modified from time to time by resolution of the city council.

3. Two maps that designate the historic district overlay. (Ord. 2017-01 (part), 2017: Ord. 2001-13 § 4 (part), 2001: prior code § 7701)

17.56.030 Definitions.

A. All definitions, general and specific, set forth in Section17.04.030 shall be applicable to this chapter.

B. Definitions.

"Construction" means any building activity requiring the issuance of a building permit, except for any activity that does not affect the exterior appearance of the structure.

"Enlargement" means construction that results in the expansion of the gross floor area of a structure.

"Historic structure" means a structure listed on the Local Register.

"Local register" means the listing of local historic structures, sites and features adopted by the city council and maintained by the historic preservation advisory committee, and incorporated herein by reference. (Ord. 2017-01 (part), 2017: Ord. 2001-13 § 4 (part), 2001: prior code § 7702)

17.56.040 Regulation of structures.

No structure shall be constructed, altered or enlarged that is located in the historic district or that is listed as an "exceptional" or "focus" structure on the local register and is located outside the historic district, unless such a permit is issued pursuant to the terms of this chapter. No structure listed on the local register shall be moved or demolished unless a permit is issued pursuant to the terms of this chapter. (Ord. 2017-01 (part), 2017: Ord. 2001-13 § 4 (part), 2001: prior code § 7703)

17.56.050 Creation of historic preservation advisory committee.

In order to execute the purposes declared in this chapter, there is created a historic preservation advisory committee.

A. Committee Membership.

1. The historic preservation advisory committee shall consist of seven members appointed by the city council to serve without compensation. All committee members shall be residents of the city at the time of their appointment and will lose their position if they move outside the city limits during their term of office. Members shall be appointed on the basis of:

a. Relevant professional or business qualifications;

b. Ownership of property within the historic district;

c. Practical experience in restoration or preservation;

d. Exceptional civic interest.

e. Terms of office shall be for two years.

2. Vacancies that may occur on the committee shall be filled by appointment of a new member of the city council for the duration of the unexpired term of office. The Council has the option of appointing up to two Historic Preservation Advisory Committee alternates. Should a mid-term vacancy occur, an alternate may automatically fill the unexpired term. The council shall also have the power to remove any member from the committee by an affirmative vote of three council members.

3. Four members of the committee shall constitute a quorum for the transaction of business.

B. Procedures for the Review of Applications. The operating procedures of the historic preservation advisory committee shall be prescribed from time to time by resolution of the city council, for the purpose of carrying into effect the standards and specifications of this chapter. The committee may adopt, amend, and repeal rules and regulations governing the conduct of its meetings, as long as said rules do not violate the procedures established by the city council or the terms of this chapter.

C. Duties and Responsibilities. The historic preservation advisory committee shall review applications only as specified in this chapter, consistent with the rules and regulations adopted from time to time by resolution of the city council (as referred to in Section 17.56.050(B)). Applications shall be approved or disapproved based solely on the considerations set forth in this chapter. It is the intent of this chapter that the historic preservation advisory committee shall encourage applicants to make alterations and repairs to structures in the spirit of the architectural style of the structure. The duties and responsibilities of the historic preservation advisory committee shall include the following:

1. It shall be the duty of the historic preservation advisory committee to review all proposed zoning actions (zone changes, conditional use permits, special zoning exceptions, planned unit developments and variances) within the historic district. The committee may recommend approval, conditional approval, modification or disapproval of an application based upon the expected impact of the proposed zoning action on the historic or architectural significance of the affected structure(s), neighborhood, or the entire historic district. The committee's recommendation shall be forwarded to the planning commission for its consideration.

2. It shall be the duty of the historic preservation advisory committee to review all applications for site plan review permits within the historic district for compliance with the provisions of this chapter. Items that shall be subject to review by the committee include but are not limited to vehicular access, location and screening of parking, setbacks, location of service use areas, walls and landscaping. The committee may recommend approval, conditional approval, disapproval or resubmittal of the site plan review permit application. The committee's recommendation shall be forwarded to the site plan review committee for its consideration.

3. It shall be the duty of the historic preservation advisory committee to review all applications for the construction or exterior alteration or enlargement of structures within the historic district or for structures located outside the historic district and listed as "exceptional" or "focus" structures on the local register. The committee shall have the power to approve, modify or disapprove such applications before a building permit can be issued, subject to the provisions of Sections 17.56.100 and 17.56.110.

4. It shall be the duty of the historic preservation advisory committee to review all applications for sign permits within the historic district or for properties located outside the historic district and listed as "exceptional" or "focus" on the local register. The committee may recommend approval, conditional approval or denial of the sign permit application based upon the proposed design and/or materials, but not upon the proposed size or location. The application shall then be presented to the proper issuing authority for sign permits, pursuant to Chapter 17.48. Sign permits shall be issued only in compliance with the recommendation of the committee. Approval by the committee in no way implies approval by the issuing authority for sign permits, whose approval must also be secured pursuant to Chapter 17.48.

5. It shall be the duty of the historic preservation advisory committee to review all applications for the moving or demolition of structures listed on the local register. The committee shall have the power to approve, conditionally approve, or disapprove such applications, subject to the provisions of Section 17.56.130.

6. It shall be the duty of the historic preservation advisory committee to compile and update the historic survey and inventory, and to nominate properties to the local register and the National Register of Historic Places. In selecting properties for nomination to the local register, the board shall consider:

a. Architectural significance and style;

b. Historic significance, including age of structure, original owners, and events related to the structure, site or original owners.

The committee shall review the local register annually, make recommendations for the addition or deletion of structures or sites, and submit said recommendations to the planning commission and city council for certification.

7. Permits may be issued for air conditioners, electrical work and plumbing work that is visible from a public right-of-way when the chief building official determines that the work insignificantly affects the exterior of a structure, or that reasonable alternatives as to location or screening have been employed. The building official may forward to the historic preservation advisory committee applications for permits for this type of work when it appears that the appearance of a structure may be significantly altered. This subsection shall not apply to the following types of permit applications:

1. Reroofing with like materials;

2. Residing with like materials;

3. Swimming pools;

4. Masonry repairs with like materials;

5. Chimney repair with like materials. (Ord. 2017-01 (part), 2017: Ord. 2008-11 § 1, 2008: Ord. 2001-13 § 4 (part), 2001: prior code § 7704)

17.56.060 Appeal.

Any person or persons jointly or severally aggrieved by a decision of the historic preservation advisory committee may make an appeal in writing therefrom to the city council within ten days of said action. The city council, after proceeding in the manner as provided therein and with the same power and authority there invested in passing upon appeals before it under the provisions of law and this chapter and in the exercise thereof, may reverse, affirm or modify or affirm as modified the action of the historic preservation advisory committee. Appeals of a decision of the site plan review committee shall be filed with the planning commission in the manner prescribed in Section 17.28.050. (Ord. 2017-01 (part), 2017: Ord. 2001-13 § 4 (part), 2001: prior code § 7705)

17.56.070 Demolition or moving of historic structures.

A. The demolition of structures listed on the local register, and the moving of local register structures from their sites, shall be discouraged. The historic preservation advisory committee shall review all applications for demolition or moving permits for structures on the local register and for any structures within the historic district boundaries.

B. After due consideration, the committee shall exercise one of the options listed below:

1. The committee may approve the demolition permit if it finds that the structure is a hazard to public health or safety, as determined by the building official or his designee, in consultation with the historic preservation advisory committee.

2. The committee may decide that up to a six-month moratorium be placed upon the processing of the demolition or moving permit, in order to allow time for the applicant and the committee to find alternative uses for the structure and to seek alternative solutions to the demolition or moving of the structure. If no alternatives are found, after the six-month moratorium has expired, the committee must approve the application.

3. In the case of local register structures that have been classified as "exceptional," the committee may deny an application for demolition, after the six-month moratorium has expired. Denial of a demolition permit by the committee is subject to appeal to the city council pursuant to Section 17.56.060.

4. The committee may approve the application.

C. When an application is acted upon, the committee shall notify the building official of the approval, conditional approval or denial. Upon receipt of said notification, the building official shall process the application accordingly. If, after six months

from the date of filing of the application, the building official has not received such notification, a permit may be issued. Approval of a permit application by the committee in no way implies approval by the building official, whose approval must also be secured. (Ord. 2017-01 (part), 2017: Ord. 2001-13 § 4 (part), 2001: prior code § 7706)

17.56.080 Ordinary maintenance and repair.

Nothing in this chapter shall be construed to prevent ordinary maintenance or repair of any structure within the historic district; provided such work involves no change that requires issuance of a building permit. Nothing in this chapter shall be construed to prevent the construction, reconstruction, alteration or demolition of any feature that, in the view of the proper authority acting lawfully, is required for the public safety because of an unsafe or dangerous condition. (Ord. 2017-01 (part), 2017: Ord. 2001-13 § 4 (part), 2001: prior code § 7708)

17.56.090 Exceptions to Visalia Municipal Code requirements.

Due to the peculiar conditions of design and construction in historic neighborhoods where structures were sometimes built close to lot lines, and where ownership patterns have changed over the years, it is sometimes in the public interest to retain the historic appearance of a neighborhood by making an exception to normal setback, parking, landscaping, fencing and screening requirements of the Visalia Municipal Code, where such an exception does not interfere with the public health or safety. Within the historic district, where it is deemed that such an exception is warranted and will not adversely affect neighboring properties, the historic preservation advisory committee may initiate and/or recommend to the planning commission that such exception to Visalia Municipal Code requirements be made. (Ord. 2017-01 (part), 2017: Ord. 2001-13 § 4 (part), 2001: prior code § 7709)

17.56.100 Building design compatibility criteria.

This section contains criteria for reviewing all applications for new construction and sign permits within the historic district, and for any rehabilitation, renovation, alteration, reconstruction, or enlargement affecting the exterior appearance of any structure within the historic district that is not listed on the local register, which requires the issuance of a building permit. Each application shall be considered in terms of its compatibility or complementariness with a majority of structures in the immediately surrounding area. In reviewing an application, the historic preservation advisory committee shall consider the following general design standards and principles:

A. Height and Scale. New buildings should be constructed to a height within a reasonable average height of existing adjacent buildings.

B. Spacing of Buildings on Street. A rhythm of recurrent building masses to separations should be retained.

C. Relationship of Materials and Textures. Choice of building materials and texture (smooth and rough) should enhance the desired neighborhood qualities such as compatibility, similarity and continuity.

D. Relationship of Architectural Details and Roof Shapes. Choice of architectural details and roof shape should insure compatible appearance with surrounding structures.

E. Walls of Continuity. Physical ingredients such as brick walls, wrought iron fences, and evergreen landscape masses should be used to form continuous cohesive walls of enclosure along the street.

F. Landscaping. Landscaping should reflect the predominant quality and quantity of landscaping within the surrounding area. The concern here is more with mass and continuity.

G. Directional Expression of Front Elevations. Structural shape, placement of openings, and architectural details should be used to give a compatible appearance with adjacent structures that may be horizontal, vertical or nondirectional in nature. (Ord. 2017-01 (part), 2017: Ord. 2001-13 § 4 (part), 2001: prior code § 7710)

17.56.110 Local register structures.

This section contains criteria for reviewing all applications for building permits for exterior rehabilitation, renovation, alteration, reconstruction, or enlargement of any local register structure within the historic district, or any "exceptional" or "focus" local register structure outside the historic district, and for any interior modification that requires the issuance of a building permit for a publicly owned and publicly accessible local register structure. In reviewing an application, the historic preservation advisory committee shall consider the following general standards and principles:

A. Every reasonable effort shall be made to provide a compatible use for a property that requires minimal alteration of the building structure, or site and its environment, or to use a property for its originally intended purpose.

B. The distinguishing original qualities or character of a building, structure, or site and its environment shall not be destroyed. The removal or alteration of any historic material or distinctive architectural features should be avoided when possible.

C. All buildings, structures and sites shall be recognized as products of their own time. Alterations that have no historic basis and that seek to create an earlier appearance shall be discouraged.

D. Changes, which may have taken place in the course of time, are evidence of the history and development of a building, structure, or site and its environment. These changes may have acquired significance in their own right, and this significance shall be recognized and respected.

E. Distinctive stylistic features or examples of skilled craftsmanship, which characterize a building, structure or site, shall be treated with sensitivity.

F. Deteriorated architectural features shall be repaired rather than replaced, wherever possible. In the event replacement is necessary, the new material should match the material being replaced in composition, design, color, texture and other visual qualities. Repair or replacement of missing architectural features should be based on accurate duplications of features, substantiated by historical, physical or pictorial evidence rather than on conjectural designs or the availability of different architectural elements from other buildings or structures.

G. The surface cleaning of structures shall be undertaken with the gentlest means possible. Sandblasting and other cleaning methods that will damage the historic building materials shall not be undertaken, without prior approval of the historic preservation advisory committee.

H. Every reasonable effort shall be made to protect and preserve archaeological resources affected by, or adjacent to any acquisition, protection, stabilization, preservation, rehabilitation, restoration or reconstruction project. (Ord. 2710 (part), 2017: Ord. 2001-13 § 4 (part), 2001: prior code § 7711)

17.56.120 Role of building official.

A. The building official shall refuse to issue all building or sign permits based upon an application disapproved by the historic preservation advisory committee, unless such application is later approved by the city council. The building official may approve any application approved or conditionally approved by the committee at such time as any conditions specified in such conditional approval are clearly indicated by the applicant on the plans presented to the building official for approval. If an appeal to the city council is filed within ten days from the date of committee approval of an application, no permit shall be issued until the outcome of said appeal is finally determined by the city council.

B. After a building permit has been issued, the building official or his/her designee shall from time to time inspect the construction, alteration or enlargement approved by the committee and shall take such action as is necessary to assure compliance with the approved plans. (Ord. 2017-01 (part), 2017: Ord. 2001-13 § 4 (part), 2001: prior code § 7712)

17.56.130 Separability.

The provisions of this chapter shall be deemed to be severable, and if any of its provisions shall be held unconstitutional by any court of competent jurisdiction, the decision of the court shall not impair any of the remaining provisions. (Ord. 2017-01 (part), 2017: Ord. 2001-13 § 4 (part), 2001: prior code § 7707)

Historic District & Local Register Map

N

S

- City Limits
- Streets
- Railroad
- Waterways
- Parcels
- Local Registry
- Historical District

0 300 600 1200

Feet

222

CITY OF VISALIA
HISTORIC PRESERVATION ADVISORY COMMITTEE
TERMS

1. Kreps, Michael
    a. 1st term: 3/2019 – 6/2020
    b. 2nd term: 7/2020 – 6/2022
2. Kane, Pat
    a. 1st term: 4/2018 – 6/2020
    b. 2nd term: 7/2020 – 6/2022
3. Davis, Tyler
    a. 1st term: 6/2021 – 6/2022
4. Mitchell, Marilynn
    a. 1st term: 7/2019 – 6/2021
    b. 2nd term: 8/2021 – 6/2023
5. Jay Hohlbauch
    a. 1st term: 7/2020 – 6/2022
6. Walter Deissler
    a. 1st term: 8/2020 – 6/2022
7. Jordan Mulrooney
    a. Partial Term: 5/2022 – 6/2022 (Completing existing term of member who resigned).
    b. 1st term: 7/2022 – 6/2024

Late updated 5/3/2022.

Visalia City Council

Staff Report

File #: 22-0245 **Agenda Date:** 6/20/2022 **Agenda #:** 3.

Agenda Item Wording:
Presentation on pro-active efforts being undertaken to deter the use of illegal fireworks.
Deadline for Action: 6/20/2022

Submitting Department: Fire Department

Contact Name and Phone Number: Corbin Reed, Fire Marshal 559-713-4272

Department Recommendation:
Accept presentation on pre-4th of July efforts to deter the use of illegal fireworks in the community.

Background Discussion:
As Independence Day draws closer and celebrations begin, the Visalia Fire Department is coordinating pro-active City staff efforts to implement Council policy and deter the use of illegal fireworks.

In 2021, Council substantially increased the fines issued for the use of illegal fireworks in the City of Visalia. The fee structure now begins at $2,000 for the first violation, escalates to $3,000 for the second violation, and to $4,000 for the third violation and each additional violation. Violations are tracked over a three-year period meaning, if a resident received a citation last year for $2,000, and is cited again this year, this year's citation will be for $3,000.

For the 2022 fireworks season, the Fire Department is again focusing on preventing the use of illegal fireworks within the City of Visalia. Multiple social media messages are designed and will be shared across all City of Visalia social media platforms. Banners with information pertaining to fines for the use of illegal fireworks will be hung at all Visalia fire stations, and posters with fine information and how to report the use of illegal fireworks will be hung at all City facilities with public access. The website, www.visalia.city/celebratesafely, has been updated and provides a map showing the locations of all permitted Safe and Sane fireworks booths in the City of Visalia. Additionally, the website provides safety tips for safe and sane fireworks use and pet safety. The website also provides the address of each fire station to encourage citizens to anonymously drop off illegal fireworks at Visalia fire stations for safe disposal.

During the week of June 20th, fire department personnel will be hanging door hangers in the neighborhoods of the community impacted by illegal fireworks use. Approximately 2,500 door hangers will be placed in areas with high reports of use this year and in areas with high numbers of citations last year. The purpose of the door hangers is to provide community members with statistics on illegal fireworks use, information on the fines for the use of illegal fireworks, and the phone number to report the use of illegal fireworks.

A call center will again be established the evenings of July 3rd and 4th. The call center consists of 10

dedicated call-takers inputting the reports of illegal fireworks into a mapping system that feeds the information directly to patrol units in the field. The call center serves two purposes. First, the call center lowers the illegal fireworks burden on Dispatch during this exceptionally busy holiday and allows dispatchers to focus on standard operations and calls for service. Second, the call center provides a robust system for citizens to report their concern to a City employee.

In addition, the City has partnered with the Visalia Rawhide to enhance a Fourth of July fireworks show that will be displayed after dusk, at the conclusion of the baseball game. The public will be able to gather in Recreation Park to view the show and enjoy the sense of community. The public is encouraged to bring their own chairs or blankets and gather on the lawn in Recreation Park on Jacob Street to enjoy the show.

Although staff is currently seeing a downward trend in reports once again this year, there will be dedicated patrols throughout the month of June with a significant unit increase around the Independence Day holiday. Staff is partnering with the Visalia Police Department for both preventive efforts and enforcement during patrol details. Each dedicated patrol unit will consist of a Visalia Police Officer and Visalia Fire Department member.

Enforcement, prevention, and education efforts will again be a joint effort across the county with neighboring departments working together to combat illegal fireworks use throughout the valley.

In 2021, Council directed Fire Department staff to implement a rewards system as an incentive for citizens to assist with enforcement efforts. This rewards system provides a $500 reward for information leading to the citation of individuals selling illegal fireworks within the community. This rewards system helps catch individuals who are selling illegal fireworks in our community and potentially reduces the amount of illegal fireworks used within the community.

Fiscal Impact:
The City Council authorized $10,000 to enhance the fireworks show adjacent to Recreation Park, and will cover the cost of overtime incurred by having additional staff on duty to patrol on and near the 4th of July.

Prior Council Action: N/A

Other: N/A

Alternatives: N/A

Recommended Motion (and Alternative Motions if expected):
No motion required.
Environmental Assessment Status: N/A

CEQA Review: N/A

Attachments: Powerpoint presentation

PRE-4TH OF JULY FIREWORKS DETAIL PRESENTATION

Visalia Fire Department

ENFORCEMENT

- Illegal fireworks citation amounts begin at $2,000 for the first offence and increase to $3,000 for the second and $4,000 for each additional.
- These are tracked over a three-year period. If your first offence was last year and this year you get caught again, the fine amount will be $3,000.

PREVENTION

- Social Media Posts
- Banners hung at all stations
- Visalia.city/celebratesafely
  - Fireworks safety tips
  - Pet safety tips
  - Fire station locations for fireworks disposal

PREVENTION CONTINUED

- 2,500 door hangers to be distributed throughout the community.
  - Based on high volume call areas from 2021
  - Also based on high citation areas with low call volumes
  - Based on high volume call areas year to date
- Include reporting number 559-513-8080

CALL CENTER

- Will operate on July 3rd and 4th
  - 10 dedicated call takers
  - Information will be relayed in live time to patrol units in the field
  - Lowers the burden on Dispatch
  - Provides citizens a direct line to call specifically designed to gather fireworks use data

PATROLS

- Dedicated patrols throughout the month of June
- Increasing saturation around the Independence Day Holiday
- Partnering with Visalia Police Department
  - Each patrol unit will be comprised on a Visalia Police Officer and Visalia Fire Department member

JOINT EFFORT VALLEY WIDE

- Partnering with Tulare County, Tulare City and Dinuba for united messaging, prevention and enforcement

REWARDS SYSTEM

- Council directed a rewards system be created for reporting the sales of dangerous fireworks
  - $500 reward is being offered for information leading to the successful citation of individuals found to be illegally selling fireworks.

Visalia City Council

Staff Report

Visalia City Council
707 W. Acequia
Visalia, CA 93291

File #: 22-0151 **Agenda Date:** 6/20/2022 **Agenda #:** 1.

Agenda Item Wording:
Authorization to read ordinances by title only.

File #: 22-0166 **Agenda Date:** 6/20/2022 **Agenda #:** 2.

Agenda Item Wording:
Authorize the City Manager to award a sole-source professional design services contract to CWE for design of the East Side Regional Park's (ESRP) Basin D for an amount not to exceed $275,265.18, and approve an appropriation of $324,070 from the various funds outlined within this report. (3010-72000/CP0396-999)

Deadline for Action: 6/20/2022 to maintain the project schedule to meet the grant deadline of 8/1/2024

Submitting Department: Administration - CIP Engineering

Contact Name and Phone Number:
Rebecca Keenan, Senior Civil Engineer, Rebecca.Keenan@visalia.city, 713-4541
Frank Senteno, City Engineer, Frank.Senteno@visalia.city, 713-4331
Nick Mascia, Assistant City Manager, Nick.Mascia@visalia.city, 713-4323

Department Recommendation:
Staff recommends that the City Council authorize the City Manager to award a sole-source Professional Design Services contract to CWE for design of the ESRP's Basin D for an amount not to exceed $275,265.18, and approve an appropriation of $324,070 from the various funds outlined within this report.

Summary:
As previously reported to the City Council at the May 2, 2022, meeting, staff has been working with CWE to design the recharge basins at the East Side Regional Park. CWE is the hydraulic modeler and designer for Basin G & F and staff now recommends that the City award the design of Basin D to CWE as well. The City obtained a $1.9 million Green Infrastructure Grant for the construction of Basin D and because of the grant's deadline of August 1, 2024, design needs to start as soon as possible, and for this reason, staff requests that Council act on this item today. The project will construct Recharge Basin D, pipes, structures, dry wells, trails, and grade a small portion of the park's circulation road and lots. According to preliminary budget estimates, there are sufficient funds in this CIP to award this contract for professional design services. Construction of Basin D will go towards the goal of completing the seven (7) groundwater recharge basins located at this site.

Background Discussion:
Approximately 282 acres of property in the general area of Mineral King and Road 152 have been acquired since 2001 for a future East Side Regional Park, the future Tower Street (Road 148) Interchange with SR-198, and groundwater recharge facilities. Approximately 248 acres will be used for a regional park and groundwater recharge facilities. In 2014, the City entered into agreements with Provost and Pritchard Consulting Group and The HLA Group to create a master plan (Attachment 3) and prepare the final EIR with associated technical studies for the park and recharge

portions of the property. Although the EIR process for the entire 248-acre park is still ongoing, staff prepared Mitigated Negative Declaration No. 2019-73 to evaluate environmental impacts for the Green Infrastructure Grant, Basins D and E. This environmental document was prepared in support of a competitive grant application that was submitted to the Proposition 68 Green Infrastructure Program through the State of California Natural Resources Agency.

The City of Visalia requested $3M to fund the construction of Basins D and E, which would develop approximately 25 acres of land for public open space and ground water recharge. However, the program was not able to fund the full amount and so the Agency extended a grant award of $1,907,244 for the construction of Basin D, which the City accepted. Basin D is the smallest of the basins, at 2.5 AC, but it will serve as a settling basin for water that may eventually come directly from the nearby Mill Creek. The Basin D project will develop approximately 6.5 acres of open space around the basin, approximately 3 acres of landscaping and vegetated swales, approximately 0.3 mile of nature trail, and two dry well recharge systems. The Basin D project will also provide the pipe connection stubs to the future Basin E and to Mill Creek (Mill Creek will be realigned to a more meandering path in the future as a separate CIP). The Basin D project will provide public access from the west side of Road 152, along a new gravel paved road and parking lots which will be constructed with the project.

Sole-Source Justification:
Staff is recommending to sole-source the professional design services to CWE because of the following benefits:1) taking advantage of area topographic survey previously collected by CWE; previous hydraulic modeling; and engineering work already commenced for the area by the consultant, in terms of Basin F & G; 2) promoting efficiencies by minimizing the level of effort to bring a new consultant up to speed and avoiding overlapping work; and 3) reducing staff time and costs involved in a request for proposal process.

The consultant, CWE, is currently designing recharge Basins G and F of the master planned park. They have the needed topographic survey information and geotechnical information to continue the design effort on Basin D. They also have worked through issues that emerged through the design of the first two basins, and can apply that learned knowledge to Basin D. For example, they have identified the processes needed for permitting of the dry wells, the basins, and for possible adjustments to the area's ditches and creeks. They have also gained valuable information regarding the City's objective of not only growing our groundwater recharge facilities, but also to prepare the area for the concurrent land use of a beautiful riparian area and park. This knowledge is important because it will help the team to expedite the preparation of the construction bid package.

In addition, although the original recharge basin and park master plan identify the proposed locations of the groundwater recharge basin system, this consultant has performed the actual modeling of Basins F & G, and the related pipe network system. As part of the scope of work under this contract, the consultant will expand their initial modeling to include the remaining basins, A through E. Modeling the basins will help to ensure that each basin in the system is designed to efficiently deliver and recharge the allotted surface water. This will help the City to maximize the effectiveness of groundwater recharge and to comply with the Sustainable Groundwater Act.

Finally, staff recommends the sole-source award of this professional design services contract to CWE in order to reduce staff time and costs involved in going through the City's standard procurement

process. That process typically requires significant staff effort to prepare the request for proposals, issue the request, hold pre-proposal meetings, answer questions, issue addendums, go through the proposal review process, hold interviews, and formally award the professional services contract. CWE is a design firm located in Fullerton, California that specializes in civil infrastructure, water resources, and environmental engineering services. They have successfully provided similar services on over 3,100 acres of groundwater recharge basins and have provided those communities with over 27,100 acre-feet of ground water recharge. Those projects make CWE highly qualified in groundwater recharge basin and recreational amenity design. CWE has been responsive and knowledgeable in working on the design of Basins F&G. In addition, they are working with Staff to finalize the Citywide Storm Water Management Plan (SWMP). The SWMP is being developed to comply with the State Water Resource Control Board (SWRCB), General Order No. 2013-001-DWQ. As a federal designated Phase II MS4, the City of Visalia is required to obtain coverage under an NPDES storm water permit. As part of the permit application, the City worked with CWE to develop a SWMP that addresses the six (6) minimal control measures outlined in the order. CWE is also currently working as a subconsultant to prepare updates to the existing City of Visalia Public Facility Master Plans for Stormwater and Sanitary Sewer Collection. Staff reports that CWE has performed satisfactorily on these two projects.

Fiscal Impact:
Award of the Professional Design Services Agreement to CWE will fall within the currently allocated project budget and only local funds will be utilized to pay for these design services. The design phase can be used as a portion of the match for the Green Infrastructure Grant. The construction phase of the project will be paid for using Green Infrastructure Grant, and local funds will also be used to meet the match.

Staff has updated the overall project budget to reflect more current construction costs and now includes a 30% construction contingency in consideration of the volatile economy, as shown in Table 1 in the attachments.

The updated project estimate includes a 30% construction contingency, rather than the standard 10% and is a contingency based on the total of the civil and landscape construction amount. As previously noted in the May 2, 2022, staff report, the higher contingency is being applied due to increasing inflation and rising gas prices related to global geopolitical events. Therefore, this report requests an additional appropriation in anticipation of escalating costs and is discussed in further detail below. Though this project is currently at the preliminary engineering phase; staff will update the project budget again at bid time and return any unused funds to their appropriate fund.

As a part of the grant, this project includes some ancillary recreation elements, including riparian habitat, trails, seating, gravel parking lots and gravel access road that will contribute to the overall park's infrastructure. Staff recommends that the following funds be used for the needed appropriation of funds: Measure R Trails - 132, Rec Facilities Park Impact Fund - 211, Groundwater Recharge Fund - 224, and the Waterways Capital Fund - 261.

Following is a summary of the anticipated fund split: See table 2 in the attachments.

Table 2 shows that there is currently $422,090 allocated to this project from the Groundwater

Recharge Fund 224 plus a grant amount of $1,907,244 for a total project budget of $2,329,334. Staff recommends that an additional $324,070 be allocated from the funds shown in Table 2. This updated project budget reflects an increase due to a 30% construction contingency. If the economy stabilizes by the time this project bids, this amount may be decreased. Any unused funds will be returned to the respective fund at the end of the project, at the percentages shown above.

Prior Council Action:

- May 2, 2022 - The Council received an update of Groundwater Recharge Basins G & F and appropriated approximately $3,350,000 for Basin G; authorized the City Manager to decline a grant offer from the National Park Service (NPS) Land & Water Conservation Fund (LWCF) in the amount of approximately $2.4M; authorized staff to complete design of Basin F and release any remaining City match funds back to the funds; and to pursue appropriate grant funding for the construction of groundwater recharge Basin F.
- April 4, 2020 - The Council authorized the City Manager to accept and execute a grant for $1,907,244 from the Proposition 68 Green Infrastructure Program through the State of California Natural Resources Agency to construct a groundwater recharge basin with habitat improvements, create a new CIP, and appropriate associated funds.

Alternatives: None Recommended

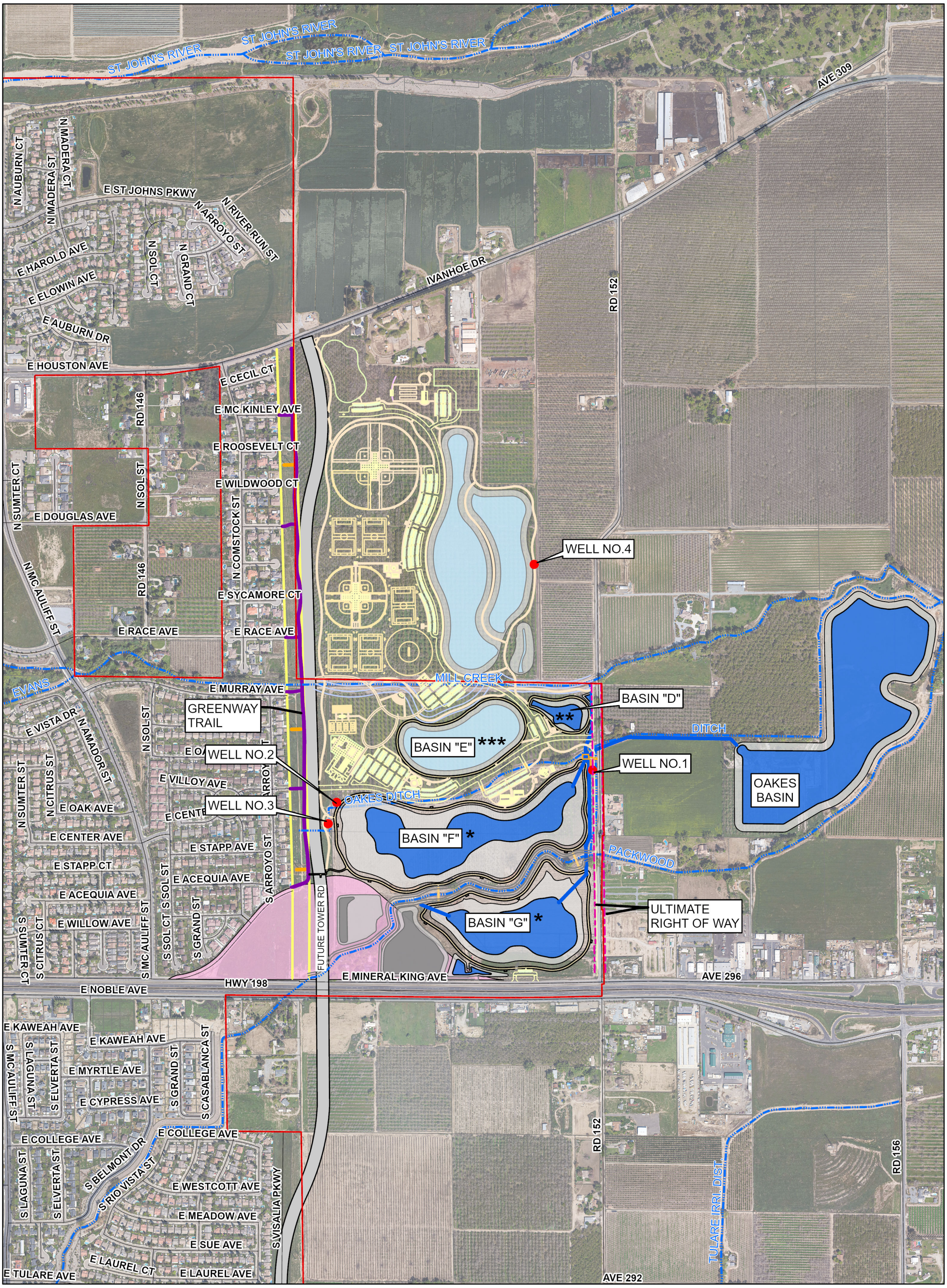
Recommended Motion (and Alternative Motions if expected):
I move to award a sole-source professional design services contract to CWE for design of the ESRP Basin D, for an amount not to exceed $275,265.18, and approve the appropriation of $324,070 from the various funds outlined within this report.

Environmental Assessment Status:

CEQA Review: Initial Study and Mitigated Negative Declaration No. 2019-73 were prepared for the Green Infrastructure Grant.

Attachments:

1. Vicinity Map
2. Location Map
3. Site Master Plan B1
4. Ownership Disclosure



NOTES:

* DESIGN IN PROGRESS
** TO BE DESIGNED
*** FUTURE BASINS

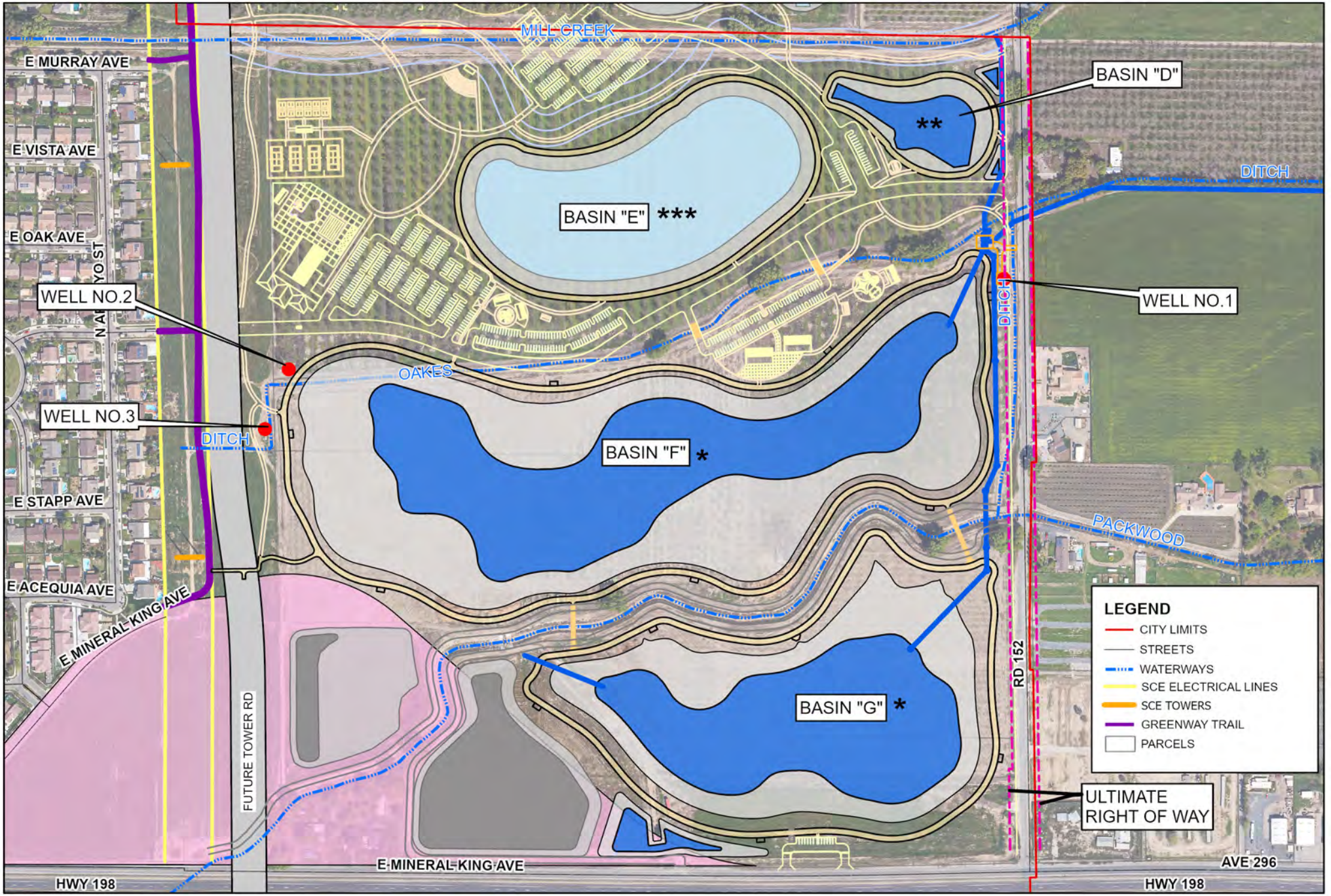
LOCATION MAP WITH PROPOSED FEATURES

N

1:9,600

LEGEND

- CITY LIMITS
- STREETS
- WATERWAYS
- SCE ELECTRICAL LINES
- SCE TOWERS
- GREENWAY TRAIL
- PARCELS



NOTES:

* DESIGN IN PROGRESS
** TO BE DESIGNED
*** FUTURE BASINS

LOCATION MAP WITH PROPOSED FEATURES

N

1:4,8

East Side Regional Park and Groundwater Recharge

Site Master Plan - Concept B1

Visalia, California

July 1, 2015

The HLA Group Landscape Architects & Planners, Inc.
2600 Capitol Avenue, Suite 120 / Sacramento, California 95816
916.447.7400 / 916.447.8270 fax / www.hlagroup.com

Scale 1"=100'-0"

East Houston Avenue

150' SCE Easement

Proposed Tower Street Extension

BASIN A

BASIN B

C

BASIN D

BASIN E

BASIN F

BASIN G

Future East Mineral King Avenue

Road 152

Plan Legend

1. Lighted, Fenced Adult Softball Fields (325' to outfield)
2. Lighted, Fenced Youth Baseball Fields (225' to outfield)
3. Lighted Full Size Soccer Fields (210'x330)
4. Cricket Field
5. Lighted Tennis Courts
6. Lighted Pickleball Courts
7. Amphitheater with Seating Capacity of 1,500 People
8. Community Center Building - Approx. 30,000 S.F.
9. Dog Park - Approx. 3 Acres
10. Multi-Use Trails with Fitness Equipment
11. Event Space Turf Area
12. Open Turf Area
13. Children's Adventure Play Area
14. Covered Picnic Area
15. Informal Picnic Area
16. Ranger Kiosk at Vehicular Entries
17. Maintenance Yard
18. Groundwater Recharge Facilities with Low-Flow Channels and Native Grasses
19. Agriculture Education Barn
    - History of Valley
    - Demonstration Garden & Orchard
    - Outdoor Classroom and Picnic Area
20. Resource Center
    - History of Visalia Groundwater
    - Recharge Principles
    - Recharge Facilities
    - Water Conservation - Water Wise Garden
21. Entry Monumentation
22. Tree Massing Buffer
23. Interior Circulation Road
24. Packwood Creek with Riparian Vegetation
25. Realigned Mill Creek with Riparian Vegetation
26. Existing Trees
27. Parking Lot
28. Restroom
29. Trailhead Parking
30. City of Visalia Gateway Sign
31. Splash Pad
32. Lighted Full Court Basketball Court
33. 18 Hole Disc Golf Course

1-1 OWNERSHIP DISCLOSURE FOR CONTRACTORS & CONSULTANS

CITY OF VISALIA
Ownership Disclosure for Contractors and Consultants

NAMES OF PRINCIPALS, PARTNERS, AND/OR TRUSTEES:

Firm Name: CWE

Firm Address: 1561 E. Orangethorpe Avenue, Suite 240, Fullerton, CA 92831

List the names of all principals, partners, and/or trustees. For corporations provide names of officers, directors and all stockholders owning more than 10% equity interest in corporation:

Vik Bapna, Chief Executive Officer

Jason Pereira, Secretary

Submitted by: Name Farooq Qureshi

Date June 8, 2022

TABLE 1

BASIN D - CIP 0396 PROJECT ESTIMATE	
Design:	**Estimated Cost**
State & Federal Permitting	$12,010
COV Project Management + Legal/Administrative	$34,850
COV Survey + Drafting	$7,230
UTF Consultant Design	$14,420
CIVIL Consultant Design	$287,280
Design Subtotal:	$355,790
Construction	**Estimated Cost**
Civil Construction:	$1,200,900
Landscape Construction:	$332,600
Construction Contingency 30%	$460,050
Construction Management	$192,160
UTF Construction Management	$15,624
Geotechnical Testing	$16,820
Construction Surveying	$20,420
Environmental Adherence (cultural observation)	$18,020
Construction Inspection	$18,020
Construction Subtotal	$2,274,614
Community Access	$23,000
Total Project Costs	**$2,653,404**

TABLE 2

Basin D CP0396	Funding %	Amount Needed	Current Budget	Additional Appropriation Needed
Match Funding:	**28%**			
132 Measure R Trails	4%	$ 28,010	$ -	$ 28,010
211 Rec Facilities Park Impact Fund	5%	$ 39,630	$ -	$ 39,630
224 Groundwater Recharge Fund	89%	$ 667,480	$ 422,090	$ 245,390
261 Waterways Capital Fund	1%	$ 11,040	$ -	$ 11,040
Total	**100%**	**$ 746,160**	**$ 422,090**	**$ 324,070**
State Proposition 68 Green Infrastructure Grant	**72%**	**$ 1,907,244**	**$ 1,907,244**	$ -
Totals	**100%**	**$ 2,653,404**	**$ 2,329,334**	**$ 324,070**
Total Appropriation Requested				**$ 324,070**

Visalia City Council

Staff Report

File #: 22-0199 **Agenda Date:** 6/20/2022 **Agenda #:** 3.

Agenda Item Wording:
Adopt resolutions 2022-39 and 2022-40, designating a portion of City owned property located within 2 parcels of two different subdivisions; Lot "A" of Highland Park Estates subdivision and Lot "A" of Highland Park, Unit No. 2 subdivision as part of the public City Street System respectively.

Deadline for Action: 6/20/2022 - Federal funding obligation deadline. Need to complete ROW certification requiring coordination with SCE and Caltrans to complete certification and meet funding deadline of July 1, 2022.

Submitting Department: Administration - CIP Engineering

Contact Name and Phone Number:
Diego Corvera, Civil Engineer, Diego.Corvera@visalia.city, (559) 713-4209
Frank Senteno, City Engineer, Frank.Senteno@visalia.city, (559) 713-4331
Nick Mascia, Assistant City Manager, Nick.Mascia@visalia.city, (559) 713-4323

Department Recommendation:
Staff recommends that the City Council adopt Resolutions 2022-39 and 2022-40, designating a portion of City owned property located within 2 parcels of two different subdivisions; Lot "A" of Highland Park Estates subdivision and Lot "A" of Highland Park, Unit No. 2 subdivision as part of the public City street system respectively in order to meet the federal requirements to utilize federal funding.

Background Discussion:
The Council, at their June 21st, 2021, meeting directed staff to award the design contract to 4Creeks Inc. and accepted and appropriated $2.4 million from the Federal High Improvement Program (HIP) funds for the construction of the "Riggin Avenue Widening Project" from North Mooney Boulevard to North Conyer Street.

The purpose of the "Riggin Avenue Widening Project" is to increase vehicle capacity on Riggin Avenue by adding additional east/west lanes and to provide for an efficient flow of traffic in support of the increase in development within the surrounding area. In addition, the City Council identified this segment of Riggin Avenue from Mooney Boulevard to North Conyer Street as a priority transportation corridor as it was part of the "Ring-Road" concept previously identified in various City reports.

The City of Visalia acceptance of the $2.4 million from Highway Infrastructure Program (HIP) federal funding for the construction of the "Riggin Avenue Widening Project" is contingent on finalizing the environmental phase, right-of-way certification, and construction design package which is currently on scheduled for submission in June 2022 ahead of the July 1st deadline.

Before any roadway construction can begin, the SCE transmission poles will need to be relocated to their ultimate location on the future north edge of the roadway.

In order to relocate the Southern California Edison (SCE) transmission poles, a granting of an easement to SCE is typically required to establish for the "swing and rise" and pole anchor space needed for the new transmission pole locations. As such, an easement would need to be granted to SCE to complete the Right of Way (ROW) certification ahead the July 1st deadline. However, a grant of easement is a lengthy process that requires two ordinance readings followed by a 30-day waiting period to be effective.

Because of the grant funding deadline, time is of the essence for establishing the means for relocation. Therefore, an alternative and faster approach is recommended, which is to convert the pole relocation area necessary into public ROW or in other words, the City Street System. The specific pole relocation locations were developed by SCE and based on their infrastructure requirements and coordinated with the City for mutual acceptance. Both of these parcels as shown in the attached exhibits are within the subdivision's L&L's landscape boundary. These parcels have been dedicated in fee to the City to be used for landscaping, public utilities, sidewalks, block walls, or for other public purposes but it is not within the public ROW. The proposed process will transfer these parcels into the public ROW, which is a public purpose that this property can be used for under the stated dedication terms. This will allow the poles to be relocated under the City's franchise agreement, no easements would be necessary, and would significantly streamline the ROW certification timeline for the funding to construct our project.

Please refer to the "Right of Way Conversion Map" for the subdivision locations and areas that will be converted to ROW.

City staff has reached out to the other parcel owners, as they are privately owned, to coordinate ROW dedication or grant of easements for SCE use to facilitate the power relocation.

Fiscal Impact:
The approval of this agenda item has no fiscal impact at this time. Below is the project budget breakdown for informational purposes.

CIP 0473: Riggin Avenue Widening (Mooney to Conyer)	
Approximate Budget Breakdown	
Project Budget	**Amount**
Measure R Regional Funds (133)	$1,300,000
Traffic Impact Fee (241)	$1,800,000
Highway Improvement Program (HIP) Funding	$2,400,000
Developer Reimbursement (Frontage Improvements):	$500,000
Total Estimated Budget	**$6,000,000**

Project Costs	**Amount**
Project Management	$100,000
Design Services	$175,000
Utility Relocation (City Share of SCE Relocation)	$300,000
Roadway Construction	$5,300,000
Construction Management	$200,000
Soft Cost Contingency	$100,000
Total Estimated Project Costs	**$6,175,000**
Surplus (Deficit)	**($175,000)**

The projected deficit will be resolved at the time of award of the construction contract.

Prior Council Action:
May 16, 2022
Adopt Resolution 2022-33 authorizing the City Manager to execute Southern California Edison (SCE) Utility Agreement No. CP0473-SCE2592 for the Riggin Widening project between Mooney Blvd to Conyer Street.

April 18, 2022
Adoption Resolution No. 2022-27 certifying Mitigated Negative Declaration No. 2022-16 prepared for California Environmental Quality Act (CEQA) compliance as part of the Highway Infrastructure Program (HIP) funding for the construction of the "Riggin Avenue Widening Project" from North Mooney Boulevard to North Conyer Street (State Clearing house No. 2022030456) (Resolution No. 2022-xx required).

June 21, 2021
Authorize the City Manager to award a sole source professional design services contract to 4Creeks, Inc., for the design of the "Riggin Avenue Widening Project" from North Mooney Boulevard to North Conyer Street, and appropriation of funds to establish a preliminary project budget.

Other:
None

Alternatives:
None Recommended

Recommended Motion (and Alternative Motions if expected):
I move to adopt resolutions 2022-39 and 2022-40, designating a portion of City owned property located within 2 Parcels, Lot "A" of Highland Park Estates subdivision and Lot "A" of Highland Park, Unit No. 2 subdivision as part of the public City Street System respectively. .

Environmental Assessment Status:
Adopted Mitigated Negative Declaration No. 2022-16

Attachments:

1. Right of Way Conversion Map
2. Resolution No. 2022-39 Converting City Owned Property to ROW - Highland Park Estates Subdivision
3. Exhibit “A” (Legal Description) & Exhibit “B” (plat)
4. Resolution No. 2022-40 Converting City Owned Property to ROW - Highland Park, Unit No. 2 Subdivision
5. Exhibit “A” (Legal Description) & Exhibit “B” (plat)

Right of Way Conversion Map

6/7/2022, 8:48:40 AM

Road Centerlines

1:4,514

0 0.04 0.09 0.17 mi

0 0.05 0.1 0.2 km

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RESOLUTION NO. 2022-39

DESIGNATION OF A PORTION OF CITY OWNED PROPERTY LOCATED AT LOT "A" OF HIGHLAND PARK ESTATES

WHEREAS, Section 1806(b) of the California Streets and Highways Code states that no public or private street or road shall become a city street or road until the governing body, by resolution, has caused the street or road to be accepted into the city street system; and

WHEREAS, the City of Visalia owns the following parcels of real property in the City of Visalia, County of Tulare, State of California:

Lot "A" of Highland Park Estates, recorded December 21st, 2021, in volume 44 of maps, at page 79 Tulare County Records.

WHEREAS, the City of Visalia desires to designate a portion of this parcel of real property as part of the existing public street, Riggin Avenue, and to accept this designated area into the City Street System, said portion is more particularly described as follows, see Exhibit "A" (legal description) and Exhibit "B" (plat of the area).

NOW, THEREFORE, BE IT RESOLVED, that the City Council of the City of Visalia does hereby designate the above-described public street segments over said parcels of real property as a public street and accepts this public street into the City Street System.

EXHIBIT "A"
LEGAL DESCRIPTION

RIGHT OF WAY ACCEPTANCE:

THAT PORTION OF LOT A OF HIGHLAND PARK ESTATES, AS RECORDED IN VOLUME 44 OF MAPS, AT PAGE 79, OF TULARE COUNTY RECORDS, LOCATED IN THE SOUTHWEST QUARTER OF SECTION 18, TOWNSHIP 18 SOUTH, RANGE 25 EAST, MOUNT DIABLO MERIDIAN, IN THE CITY OF VISALIA, COUNTY OF TULARE, STATE OF CALIFORNIA, DESCRIBED AS FOLLOWS;

BEGINNING AT THE SOUTHEAST CORNER OF SAID LOT A SAID POINT ALSO BEING ON THE NORTHERLY RIGHT OF WAY LINE OF RIGGIN AVENUE AS SHOWN ON SAID HIGHLAND PARK ESTATES, THENCE ALONG THE SOUTHERLY LINE OF SAID LOT A AND SAID NORTHERLY RIGHT OF WAY LINE,
NORTH 89°23'42" WEST, 126.29 FEET;

THENCE, CONTINUING ALONG SAID NORTHERLY RIGHT OF WAY LINE, WESTERLY 86.99 FEET ALONG A CURVE, CONCAVE NORTHERLY WITH A RADIUS OF 1945.00 FEET AND A CENTRAL ANGLE OF 2°33'45" TO A POINT OF REVERSE CURVATURE;

THENCE, CONTINUING ALONG SAID NORTHERLY RIGHT OF WAY LINE, WESTERLY ALONG SAID REVERSE CURVE 91.91 FEET ALONG A CURVE CONCAVE SOUTHERLY, WITH A RADIUS OF 2055.00 FEET AND A CENTRAL ANGLE OF 2°33'45";

THENCE, CONTINUING ALONG SAID NORTHERLY RIGHT OF WAY LINE,
NORTH 89°23'42" WEST, 202.52 FEET TO THE SOUTHWEST CORNER OF SAID LOT A;

THENCE, NORTH 0°05'34" EAST ALONG THE WEST LINE OF SAID LOT A, 4.18 FEET;

THENCE, SOUTH 89°10'59" EAST, 43.87 FEET;

THENCE, SOUTH 89°00'01" EAST, 238.81 FEET;

THENCE, SOUTH 89°09'08" EAST, 255.01 FEET MORE OR LESS TO THE INTERSECTION WITH EAST LINE OF SAID LOT A;

THENCE, SOUTH 0°36'18" WEST ALONG THE SAID EAST LINE, 5.42 FEET TO THE **POINT OF BEGINNING**.

CONTAINING 2,230 SQUARE FEET, MORE OR LESS.

BASIS OF BEARINGS AND COURSES ARE SHOWN ON EXHIBIT "B" ATTACHED HERETO AND MADE A PART HEREOF.

THIS DESCRIPTION IS NOT INTENDED FOR USE IN THE CONVEYANCE OF LAND IN VIOLATION OF THE SUBDIVISION MAP ACT OF THE STATE OF CALIFORNIA.

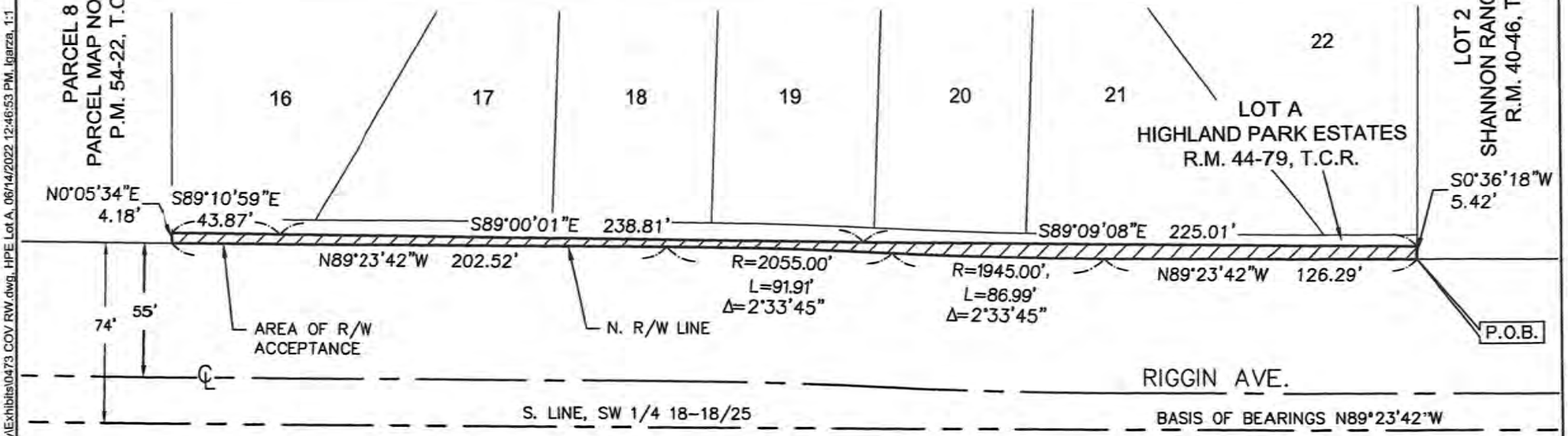
PREPARED BY ME OR UNDER MY DIRECTION.

THE BASIS OF BEARINGS FOR THIS LEGAL DESCRIPTION IS THE SOUTH LINE OF THE SOUTHWEST QUARTER OF SECTION 18, TOWNSHIP 18 SOUTH, RANGE 25 EAST, MOUNT DIABLO MERIDIAN, AS SHOWN ON THE MAP OF SHANNON RANCH EAST SUBDIVISION MAP, RECORDED IN VOLUME 40 OF MAPS AT PAGE 46, TULARE COUNTY RECORDS, TAKEN TO BEAR NORTH 89°23'42" WEST.

6·15·22

SIGNATURE DATE

THAT PORTION OF LOT A OF HIGHLAND PARK ESTATES, AS RECORDED IN VOLUME 44 OF MAPS, AT PAGE 79, OF TULARE COUNTY RECORDS, LOCATED IN THE SOUTHWEST QUARTER OF SECTION 18, TOWNSHIP 18 SOUTH, RANGE 25 EAST, MOUNT DIABLO MERIDIAN, IN THE CITY OF VISALIA, COUNTY OF TULARE, STATE OF CALIFORNIA.



PREPARED UNDER THE SUPERVISION OF:

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SCALE: 1"=60'
30' 60'

EXHIBIT "B" (SHEET 1 OF 2)

PROJECT NAME: RIGHT OF WAY ACCEPTANCE		
CITY: VISALIA	COUNTY: TULARE	STATE: CA
SURVEYOR: B. BORUM	DATE: 6/2/2022	
DRAWN BY: L. GARZA	MAP REF.: R.M. 44-79	
CHECKED BY: D. CORVERA		

VISALIA Founded 1852

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LEGEND

▨	INDICATES PORTION TO BE ADOPTED INTO CITY OF VISALIA PUBLIC RIGHT OF WAY, 2,230 SQUARE FEET, MORE OR LESS
℄	CENTERLINE
AVE.	AVENUE
BK.	BOOK
BLVD.	BOULEVARD
CONC.	CONCRETE
COR OR COR.	CORNER
CTR.	CENTER
Δ	DELTA
DIV.	DIVISION
DP.	DEEP
E OR E.	EAST
HWY	HIGHWAY
HWYS.	HIGHWAYS
I.P.	IRON PIPE
L	LENGTH
△	MONUMENT FROM RECORD DATA
N.	NORTH
NO.	NUMBER
PM OR P.M.	PARCEL MAPS
P.O.B.	POINT OF BEGINNING
PG	PAGE
R	RADIUS
R.M.	RECORD MAPS
R/W	RIGHT OF WAY
S OR S.	SOUTH
SE	SOUTHEAST
SEC OR SECT.	SECTION
ST.	STREET
SW	SOUTHWEST
T.C.R.	TULARE COUNTY RECORDS
W.	WEST

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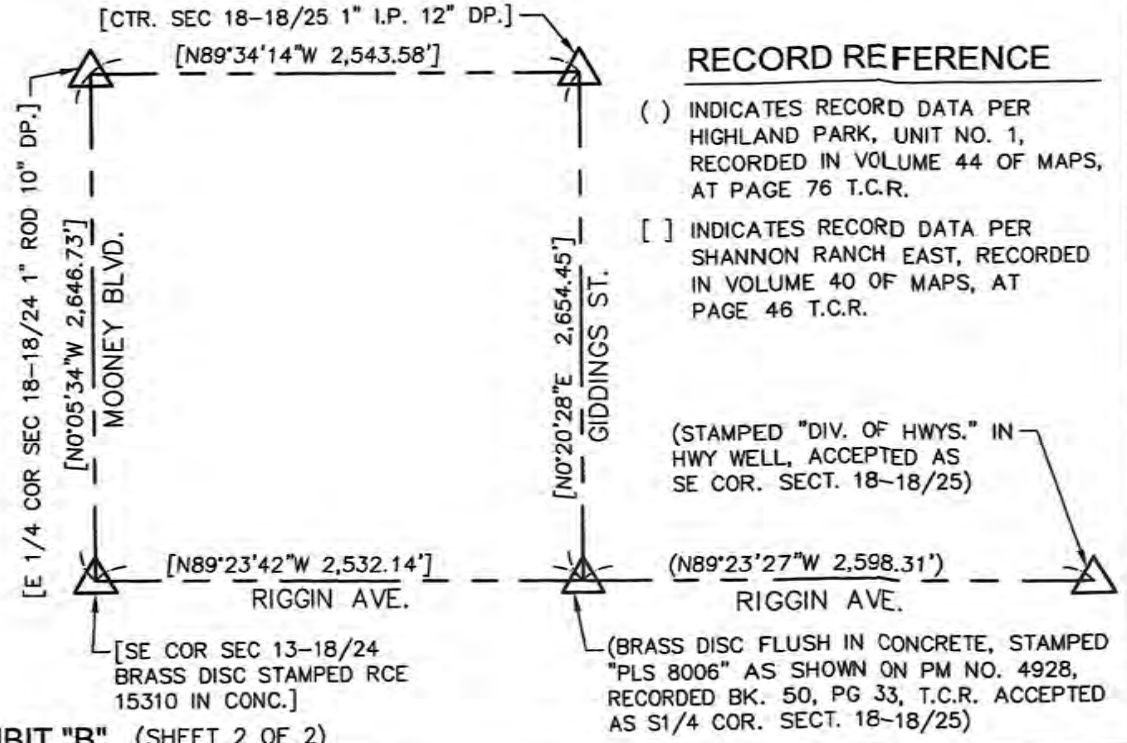
BASIS OF BEARINGS

THE BASIS OF BEARINGS FOR THIS LEGAL DESCRIPTION IS THE SOUTH LINE OF THE SOUTHWEST QUARTER OF SECTION 18, TOWNSHIP 18 SOUTH, RANGE 25 EAST, MOUNT DIABLO MERIDIAN, AS SHOWN ON THE MAP OF SHANNON RANCH EAST SUBDIVISION MAP, RECORDED IN VOLUME 40 OF MAPS AT PAGE 46, TULARE COUNTY RECORDS, TAKEN TO BEAR NORTH 89°23'42" WEST.



RECORD REFERENCE

( ) INDICATES RECORD DATA PER HIGHLAND PARK, UNIT NO. 1, RECORDED IN VOLUME 44 OF MAPS, AT PAGE 76 T.C.R.

[ ] INDICATES RECORD DATA PER SHANNON RANCH EAST, RECORDED IN VOLUME 40 OF MAPS, AT PAGE 46 T.C.R.

N

SCALE: 1"=1000'
0' 500' 1000'

PREPARED UNDER THE SUPERVISION OF:

LICENSED LAND SURVEYOR
BRIAN S. BORUM
L.S. 8006
STATE OF CALIFORNIA
6.15.22

EXHIBIT "B" (SHEET 2 OF 2)

PROJECT NAME: RIGHT OF WAY ACCEPTANCE		
CITY: VISALIA	COUNTY: TULARE	STATE: CA
SURVEYOR: B. BORUM	DATE: 6/2/2022	
DRAWN BY: L. GARZA	MAP REF.: R.M. 44-79	
CHECKED BY: D. CORVERA		

VISALIA Founded 1852

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RESOLUTION NO. 2022-40

DESIGNATION OF A PORTION OF CITY OWNED PROPERTY LOCATED AT
LOT “A” OF HIGHLAND PARK UNIT NO. 2

WHEREAS, Section 1806(b) of the California Streets and Highways Code states that no public or private street or road shall become a city street or road until the governing body, by resolution, has caused the street or road to be accepted into the city street system; and

WHEREAS, the City of Visalia owns the following parcels of real property in the City of Visalia, County of Tulare, State of California:

Lot “A” of Highland Park Unit No. 2, recorded May xx, 2022, in volume xx of maps, at page xx Tulare County Records.

WHEREAS, the City of Visalia desires to designate a portion of this parcel of real property as part of the existing public street, Riggin Avenue, and to accept this designated area into the City Street System, said portion is more particularly described as follows, see Exhibit “A” (legal description) and Exhibit “B” (plat of the area).

NOW, THEREFORE, BE IT RESOLVED, that the City Council of the City of Visalia does hereby designate the above-described public street segments over said parcels of real property as a public street and accepts this public street into the City Street System.

EXHIBIT "A"
LEGAL DESCRIPTION

RIGHT OF WAY ACCEPTANCE:

THAT PORTION OF LOT A OF HIGHLAND PARK, UNIT NO. 2, AS RECORDED IN VOLUME 44 OF MAPS, AT PAGE 90, OF TULARE COUNTY RECORDS, LOCATED IN THE SOUTHEAST QUARTER OF SECTION 18, TOWNSHIP 18 SOUTH, RANGE 25 EAST, MOUNT DIABLO MERIDIAN, IN THE CITY OF VISALIA, COUNTY OF TULARE, STATE OF CALIFORNIA, DESCRIBED AS FOLLOWS;

COMMENCING AT THE SOUTHEAST CORNER OF SAID LOT A, SAID POINT BEING ON THE NORTHERLY RIGHT OF WAY LINE OF RIGGIN AVENUE AS SHOWN ON SAID HIGHLAND PARK, UNIT NO. 2, THENCE NORTH 89°23'27" WEST ALONG SAID NORTHERLY RIGHT OF WAY, 130.23 FEET TO THE **TRUE POINT OF BEGINNING**;

THENCE CONTINUING ALONG SAID NORTHERLY RIGHT OF WAY LINE NORTH 89°23'27" WEST, 251.96 FEET TO AN ANGLE POINT IN SAID NORTHERLY RIGHT OF WAY LINE;

THENCE CONTINUING ALONG SAID NORTHERLY RIGHT OF WAY LINE NORTH 44°31'40" WEST, 5.92 FEET;

THENCE SOUTH 89°25'38" EAST, 256.16 FEET;

THENCE SOUTH 0°36'33" WEST, 4.34 FEET TO THE INTERSECTION WITH SAID NORTHERLY RIGHT OF WAY LINE AND THE **TRUE POINT OF BEGINNING**.

CONTAINING 1,082 SQUARE FEET, MORE OR LESS.

BASIS OF BEARINGS AND COURSES ARE SHOWN ON EXHIBIT "B" ATTACHED HERETO AND MADE A PART HEREOF.

THIS DESCRIPTION IS NOT INTENDED FOR USE IN THE CONVEYANCE OF LAND IN VIOLATION OF THE SUBDIVISION MAP ACT OF THE STATE OF CALIFORNIA.

PREPARED BY ME OR UNDER MY DIRECTION.

THE BASIS OF BEARINGS FOR THIS LEGAL DESCRIPTION IS THE SOUTH LINE OF THE SOUTHEAST QUARTER OF SECTION 18, TOWNSHIP 18 SOUTH, RANGE 25 EAST, MOUNT DIABLO MERIDIAN, AS SHOWN ON THE MAP OF HIGHLAND PARK, UNIT NO. 1, RECORDED IN VOLUME 44 OF MAPS, AT PAGE 76 TULARE COUNTY RECORDS, TAKEN TO BEAR NORTH 89°23'27" WEST.

6.15.22

SIGNATURE DATE

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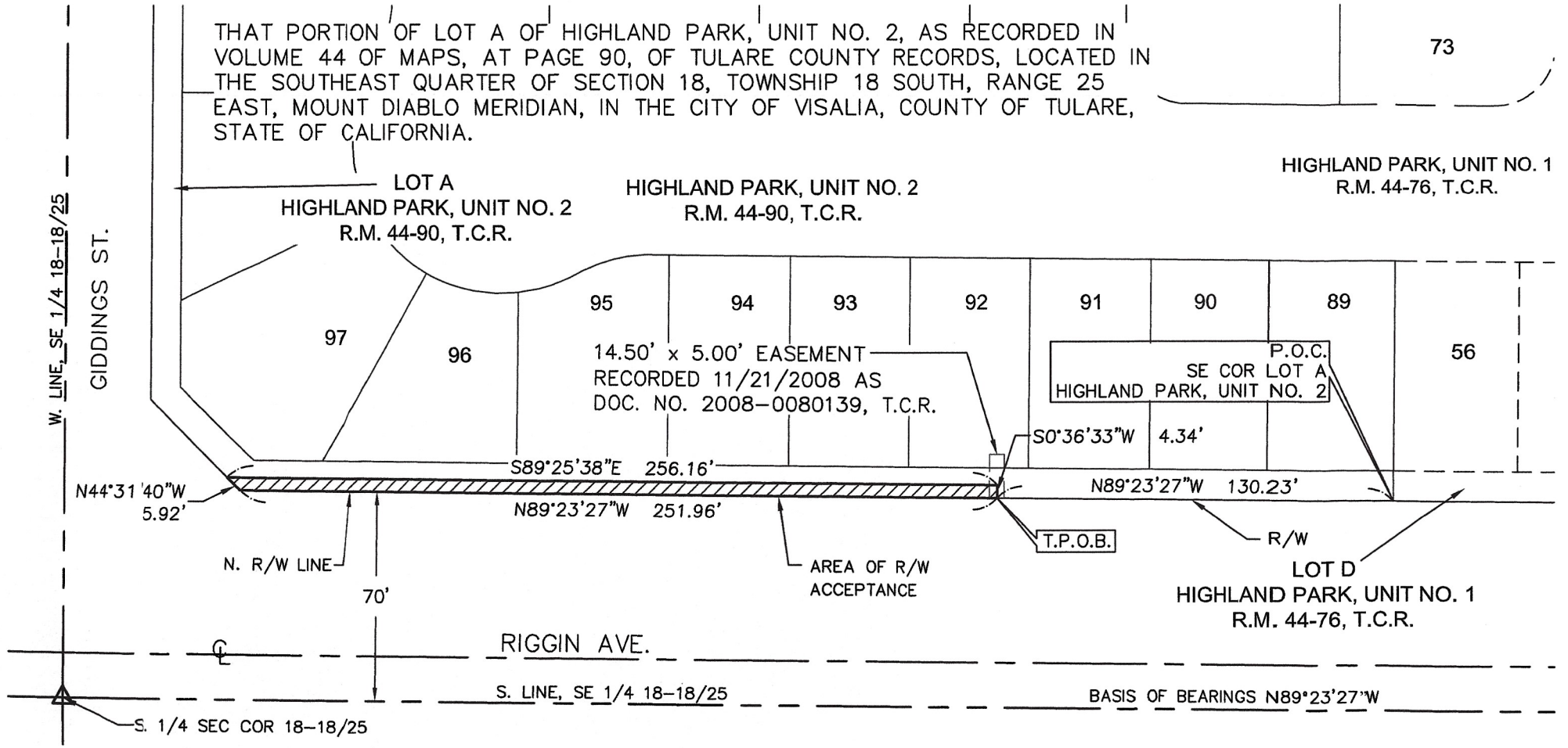

PREPARED UNDER THE SUPERVISION OF:

LICENSED LAND SURVEYOR
BRIAN S. BORUM
L.S. 8006
STATE OF CALIFORNIA
6.15.22

N

SCALE: 1"=50'
25' 50'

EXHIBIT "B" (SHEET 1 OF 2)

PROJECT NAME: RIGHT OF WAY ACCEPTANCE		
CITY: VISALIA	COUNTY: TULARE	STATE: CA
SURVEYOR: B. BORUM	DATE: 6/14/2022	
DRAWN BY: L. GARZA	MAP REF.: R.M. 44-90	
CHECKED BY: D. CORVERA		

VISALIA Founded 1852

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LEGEND

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AVE.	AVENUE
BK.	BOOK
BLVD.	BOULEVARD
CONC.	CONCRETE
COR OR COR.	CORNER
CTR.	CENTER
DOC.	DOCUMENT
DIV.	DIVISION
DP.	DEEP
E OR E.	EAST
HWY	HIGHWAY
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PG	PAGE
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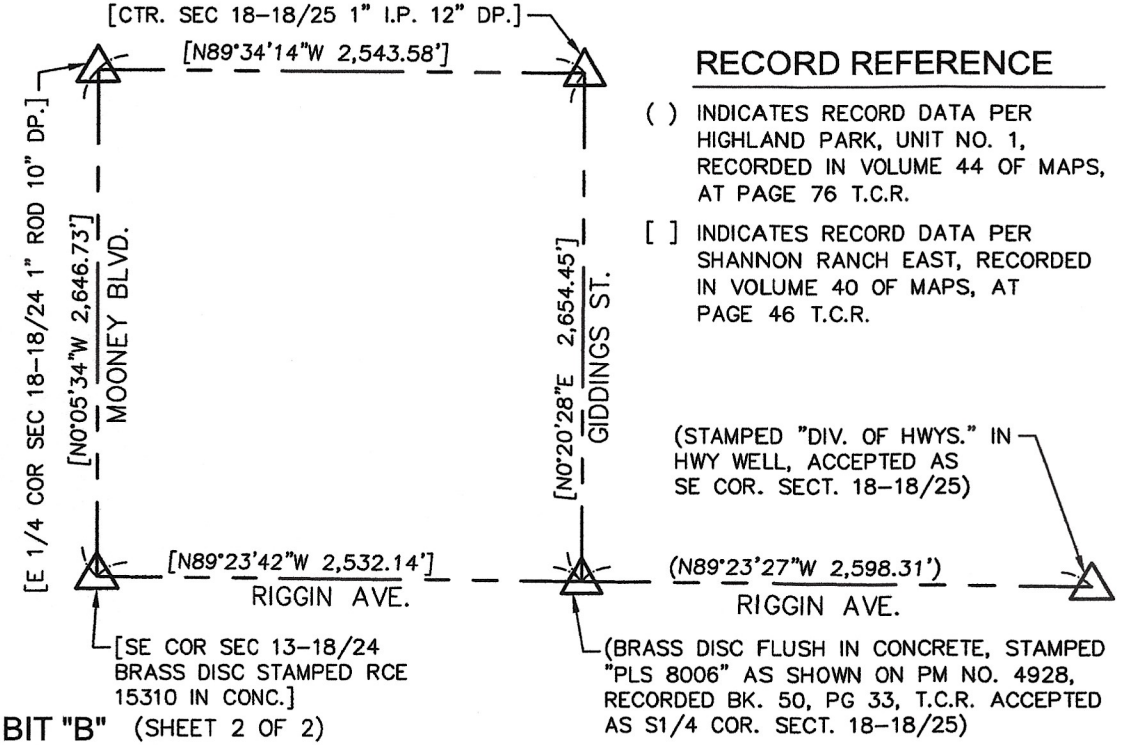

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EXHIBIT "B" (SHEET 2 OF 2)

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VISALIA Founded 1852

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Visalia City Council

Staff Report

File #: 22-0212 **Agenda Date:** 6/20/2022 **Agenda #:** 4.

Agenda Item Wording:
Authorization for the City Manager to approve an agreement with Workforce Investment Board of Tulare County to continue the Environmental Clean-Up Opportunities (ECO) Transitional Jobs Program through FY2022/2023 in the amount of $221,847 from the Solid Waste Enterprise Fund.

Deadline for Action: 6/30/2022

Submitting Department: Public Works

Contact Name and Phone Number:
Jason Serpa, Public Works Manager, jason.serpa@visalia.city, 713-4533
Wyndi Ferguson, Interim Public Works Director, wyndi.ferguson@visalia.city, 713-4186

Department Recommendation:
Staff recommends that City Council authorize the City Manager to execute an agreement with the Workforce Investment Board of Tulare County (WIB) to continue a Transitional Jobs Program benefitting Visalia's homeless population in the amount of $221,847, funded by the Solid Waste Enterprise Fund (441), to pay the City's share of the Environmental Clean-up Opportunities (ECO) program costs.

Background Discussion:
In 2017, the City of Visalia and the Workforce Investment Board of Tulare County (WIB) established a program that would allow members of Visalia's homeless and low-income population to acquire the work skills necessary to obtain gainful employment while simultaneously addressing a community need, cleaning up illegally dumped material. Program participants are vetted and referred to the program by community partners, such as the Rescue Mission.

Upon entry to the program, participants spend up to three months working as part of a Community Services and Employment Training, Inc. (CSET) work crew, and are guided by a crew supervisor who helps prepare the participants for their transition to regular employment. Work assignments focus on picking up trash or illegally dumped material in the City right-of-way and other public areas. During this time, participants learn basic job skills such as arriving to work on time, working with others, accepting, and executing instructions, etc.

After successful completion of the initial Level I work-skills training portion of the program, participants begin working alongside City employees in the solid waste division as a CSET level II participant under general Solid Waste Department supervision. Here, they learn to work with less direct supervision and more accountability. Work includes assembling residential trash cans, helping with deliveries, and other related duties. After acquiring skills and experience, the goal is for the participant to obtain outside employment. Since the start of the program, the City has hired 7 level II

participants as hourly employees. Of those 7, 4 are still employed with the City, 2 have moved on to better opportunities, and 1 participant is currently going through the hiring process.

Current Fiscal Year Outcomes
From July 2021 through March 2022, the ECO Program has had the following results:

Homeless Individuals:
- Referred to ECO: 200
- Attended Orientation: 78
- Completed Job Readiness: 42

Level I Crew Members:
- Hours Worked: 4,446
- Total Wages Earned: $73,384
- Avg Wage Earned: $2,347

Level II Crew Members:
- Hours Worked: 1,398
- Total Wages Earned: $22,919
- Avg Wage Earned: $2,291

Level I ECO Material Count (Litter Abatement)
- Total pounds of trash and misc. debris removed: 143,720
- Average month pounds of trash/misc. removed: 15,969

Goal versus Actual number of participants

	Goal	Actual FY20/21	Actual FY21/22 (July - March)
Level I	40	48	42
Level II	20	16	13
Employment	24	28	28

ECO participants are obtaining employment at a higher rate as compared to FY20/21. While it is excellent that these individuals are obtaining employment sooner, the ECO Program experienced a challenge in transitioning Level I individuals to Level II this year, especially through the winter months of the COVID pandemic. It appears that all is starting to normalize, and individuals are once again transitioning at a rate that ensures the program will be able to use all the available hours in the budget.

Fiscal Impact:
Funding for this program is partially offset from the Solid Waste Enterprise Fund (441) Bottle Bill Revenues (Approximately $30,000) and savings from the four Solid Waste hourly positions that are held vacant since the work is performed through the ECO program. In addition, the Solid Waste Enterprise Fund realizes savings from the illegal dumping that is picked up throughout the City. Not

only does this bring down the total tonnage cost of pickups, but it also decreases the number of times the City uses the contractor for illegal dumping.

The City of Visalia's portion of the program is $221,847. This is $18,000 less than the previous year and primarily pays for operational costs of the program including vehicles, supplies, the crew supervisor, and program coordinator. The total budget reduction is due to the reduced need in hours for participants from 12,000 total program hours to 10,400 hours as proposed by the Workforce Investment Board.

The proposed budget is as follows:

Project Costs

City of Visalia	$221,847
Workforce Investment Board	$221,847
Total Cost	**$443,694**

	Budget Summary	
Operational Costs		**Budget**
1	WIB Program Analyst (salary, fringe, indirect costs)	$18,024
2	Personnel/Benefits: Crew Supervisor & Program Coordinator	$146,318
3	Administrative Oversight (Staff & ICR)	$35,875
4	Vehicle, Fuel & Trailer Operating Costs	$22,074
5	Facilities (building space, maintenance & repair, security, janitorial, utilities, & staff cell phones)	$6,056
6	Supplies, PPE safety equipment, & other operating costs	$19,527
7	**Subtotal - Operational Costs**	**$247,874**
Participant & Other Costs		
8	Transitional Jobs (Participant Wages 40 Level I, & 20 Level II)	$190,320
9	Support Services (Boots, shirts, pants, bus passes, interview clothes, etc.)	$5,500
10	**Subtotal - Participants Costs**	**$195,820**
11	**Total Budget (Line 7+10)**	**$443,694**

Prior Council Action:
March 6, 2017 - Initial Program authorization
June 18, 2018 - Program reauthorization for FY 18/19
June 3, 2019 - Program reauthorization for FY 19/20
June 5, 2020 - Program reauthorization for FY 20/21
June 7, 2021 - Program reauthorization for FY 21/22

Other:
N/A

Alternatives:
Decline reauthorization and discontinue program. This alternative is not recommended as the program provides tangible benefit to the City at a reasonable cost.

Recommended Motion (and Alternative Motions if expected):
I move to authorize the City Manager to execute an agreement with the Workforce Investment Board of Tulare County to continue a Transitional Jobs Program (ECO) in the amount of $221,847.

Environmental Assessment Status:
N/A

CEQA Review:
N/A

Attachments:
FY22-23 Draft MOU

MEMORANDUM OF UNDERSTANDING
Between the
CITY OF VISALIA
And the
WORKFORCE INVESTMENT BOARD OF TULARE COUNTY
"Regarding the Implementation of a Transitional Jobs Program"

This **Memorandum of Understanding (MOU)** is entered into between the City of Visalia, a California Municipal Corporation, hereinafter referred to as "City," and the Workforce Investment Board of Tulare County, a California Non-Profit Public Benefit Corporation, hereinafter referred to as "WIB," as of July 1, 2022.

This MOU is made with reference to the following recitals:

1. City and the WIB are partnering to implement a Transitional Jobs Program within the community of Visalia.
2. City will allocate two hundred thirty-nine thousand eight hundred forty-seven dollars ($221,847) to the WIB to operate the Transitional Jobs Program outlined in **Exhibits A and B** of this MOU (the "Program").
3. The WIB has received Workforce Innovation and Opportunity Act (WIOA) funding to fund a portion of the Transitional Jobs Program.
4. WIB will allocate two hundred thirty-nine thousand eight hundred forty-seven dollars ($221,847) in City funds and two hundred three thousand eight hundred forty-seven dollars ($221,847) in WIOA funds for participant transitional jobs (subsidized employment) and program operation costs to its service provider to operate the program.
5. CITY and the WIB mutually agree that the responsibilities outlined in this MOU foster healthy collaboration for the purpose of implementing the Program.

NOW, THEREFORE, in consideration of the mutual covenants, promises, and agreements therein contained, the Parties agree as follows:

I. TERM

The term of this MOU is from July 1, 2022 through June 30, 2023, or until such earlier time as all obligations have been met, or unless earlier terminated or extended according to the provisions contained herein. Upon mutual written agreement, the Parties may extend the term of this Agreement for such period of time and upon such terms as they may agree.

II. DISTRIBUTION OF FUNDS

To request reimbursement for Program services provided hereunder, WIB shall submit a monthly invoice to City with back-up documentation by the 15th of the month.

Both Parties have funds set aside to fund the Program. CITY and the WIB have agreed to pay the costs of the Program as outlined in Exhibit B to this MOU.

III. COOPERATIVE OBLIGATIONS

The roles and responsibilities of CITY and WIB for the Program are outlined in the attached **Exhibit A "Statement of Work", Exhibit B "Budget Detail", and Exhibit C "Work Program Definitions":**

1. The WIB shall perform the services described in Exhibit “A” to meet the objectives of the Program.
2. The WIB shall not exceed the salary and benefits costs in Exhibit B “Budget Details”.
3. CITY shall not exceed the program cost outlined in Exhibit B “Budget Details”.

IV. WIB CONTRIBUTION

After receipt of grant funds, and in accordance with the provisions of the WIOA requirements and related regulations directives, WIB will pay for Participant salary and fringe benefits and other participant training costs, as they relate to the Exhibit B.

V. CITY CONTRIBUTION

CITY will contribute $221,847 to pay for operational costs and supportive services as they relate to the Exhibit B.

VI. REVISION, ADDENDUM

Revisions to the basic framework of this MOU shall be by the mutual written agreement of the Parties. Supplements to this MOU may be by numeric addendums executed by each Party and attached to the original of this MOU.

VII. TERMINATION

Either Party may terminate this MOU at any time without cause upon not less than forty-five (45) days’ prior written notice. In the event of such termination, the Parties shall consult prior to the date of termination to ensure termination occurs on the most equitable terms; however, such consultation shall not prohibit or restrict either Party from exercising its right to terminate this MOU.

VIII. NON-DISCRIMINATION CLAUSE

1. The Parties agree that no person participating in under the terms of this MOU shall, because of ethnic group identification, age, sex, color, disability, medical condition, national origin, race, ancestry, marital status, religion, religious creed, political belief or sexual orientation, be excluded from participation, be denied benefits of, or be subject to discrimination.

2. The Parties shall comply with all state, federal and local laws that forbid discrimination against any person on the grounds of ethnic group identification, age, sex, color, disability, medical condition, national origin, race, ancestry, marital status, religion, religious creed, political belief or sexual orientation in employment practices. Such practices include retirement, recruitment advertising, hiring, layoff, termination, upgrading, demotion, transfer, rates for pay or other forms of compensation, use of facilities, and other terms and conditions of employment.

3. The Parties agree that they will comply with the Americans with Disabilities Act (ADA) of 1990, as amended, which prohibits discrimination on the basis of disability, as well as applicable regulations and guidelines issued pursuant to the ADA.

IX. INDEPENDENT CONTRACT STATUS

It is agreed that the WIB, including any and all of their officers, agents, contractors, sub-contractors, and employees, will be at all times during the performance of the work, duties and obligations of pursuant to this MOU be acting and performing as an independent contractor and shall act in an independent capacity and not as an officer, agent, servant, employee, joint venture, partner, or associate of the City.

X. INDEMNIFICATION AND INSURANCE

WIB shall defend, indemnify, and hold harmless the City and its officers, council members, employees, volunteers and agents, from any and all costs and expenses, damages, liabilities, demands, causes of action, suits, charges, or legal or administrative proceedings, claims and losses, including, without limitation, attorney's fees and costs, caused by or arising out of any act or omission of WIB relating to the terms of this MOU.

City shall defend, indemnify, and hold harmless the WIB and its officers, council members, employees, volunteers and agents, from any and all costs and expenses, damages, liabilities, demands, causes of action, suits, charges, or legal or administrative proceedings, claims and losses, including, without limitation, attorney's fees and costs, caused by or arising out of any act or omission of City relating to the terms of this MOU.

WIB agrees that at all time while working on City property it shall require its agents, employees, contractors, and subcontractors, to maintain general liability insurance, automobile liability, and worker's compensation insurance at levels approved by the City. Prior to entry on City of Visalia proof of such insurance shall be provided to City.

XI. SETTLEMENT OF DISPUTES

The parties have worked cooperatively to prepare their framework for this MOU, and the language herein should not be construed against any of the parties. If a dispute arises out of or relating to this MOU, or the breach thereof, and if said dispute cannot be settled through negotiation, the Parties agree first to try in good faith to settle the dispute by non-binding mediation before resorting to litigation or some other dispute resolution procedure, unless the Parties mutually agree otherwise. The mediator shall be mutually selected by the Parties, but in case of disagreement, the mediator shall be selected by lot from among two nominations provided by each Party. All costs and fees required by the mediator shall be split equally by the Parties, otherwise each Party shall bear its own costs of mediation. If mediation fails to resolve the dispute within 30 days, then either Party may pursue litigation to resolve the dispute.

XII. LOSS OF FUNDING

It is understood and agreed that if the funding is either discontinued or reduced for the Program, then WIB or City shall have the right to terminate this MOU. In such event, the affected Party shall provide the other Party with at least thirty (30) days prior written notice of such termination.

WORKFORCE INVESTMENT BOARD OF TULARE COUNTY

_____ Date _____
Adam Peck, Executive Director

CITY OF VISALIA

_____ Date_____
City of Visalia Project Manager

_____ Date _____
City of Visalia City Manager

_____ Date: _____
City Attorney
(PELTZER & RICHARDSON, LC)

_____ Date: _____
City of Visalia Risk Manager

EXHIBIT A
Statement of Work
Transitional Jobs Program

Work to Be Performed - The WIB shall implement a Transitional Jobs program (the "Program") for 40 individuals, referred by agencies designated by the City, who meet the following criteria:

a) Are homeless (See *Definitions,* Exhibit C) or
b) have been homeless within the past 12 months; and
c) WIOA Adult Eligible (See Definition, Exhibit C); and
d) Reside in Visalia.

Participants shall be supported through the Program by a full-time crew supervisor assigned to supervise the crews and serve as a job coach and mentor. Participants will be provided with the following services:

a) Transportation to and from worksites.
b) A workplace orientation that includes work expectations and safety training.
c) Career coaching.
d) Pre-employment skills training.
e) Supportive services.

Pre-Employment Seminars
The Program will provide pre-employment skills that are essential to job seeking and retention for 40 participants, these seminars include:

- Finance and budgeting
- Interviewing skills
- Career Exploration
- Create Resume
- How to apply for jobs online and in person

Job Coaching
The Program will provide job coaching, including:

- Workplace orientation, work expectations and safety.
- On-site crew supervisor to provide supervision, job coaching, and teach work skills.
- Provide clear instructions and feedback.

General Transitional Job Description
The City will designate worksites, tasks, and skills to be acquired during the transitional job. Participants will be expected to be able to:

- Arrive to work on time
- Able to take instructions from a crew supervisor
- Work 20 hours per week Monday–Friday
- Able to lift 30 lbs.
- Able to stoop, pick up debris
- Able to use basic hand tools and equipment (shovels, rakes, hoes, litter grabbers, etc.)
- Able to use due care while working in the public right-of-way being aware of cars, watching traffic, avoiding walking in streets when appropriate
- Receive bi-weekly performance evaluations
- Expectation to complete training plan (task and skills to be attained)
- May receive additional hours of training, if he/she is having difficultly attaining skills outlined in the training plan
- Expectation to complete training plan (task and skills to be attained)

Transitional Jobs - Completion
Upon completion of a transitional job, individuals may continue to access WIOA Basic and Individualized Services and Training that lead to employment, services include:

- Staff assisted job search and job referrals
- Supportive services
- On-the-job training
- Occupational skills training
- Follow-up

Subcontracting
The WIB may subcontract portions of this contract with prior written approval from the City. All subcontracts must be formalized through written contracts that specify services to be provided and include itemized budgets, as well as any appropriate performance expectations. A complete copy of all subcontracts with appropriate signatures must be on file with the City. The WIB shall monitor all subcontractors to ensure compliance.

Matching Funds
The WIB shall provide matching funds in the form of participant wages to the 40 homeless individuals that are WIOA eligible and assigned to City designated worksites and projects within the City limits.

EXHIBIT B
Budget Summary

Project Costs

City of Visalia	$221,847
Workforce Investment Board of Tulare County	$221,847
Total Cost:	**$443,694**

July 1, 2022 through June 30, 2023

Budget Summary		
Operational Costs		**Budget**
1	WIB Program Analyst (salary, fringe, indirect costs)	$18,024
2	Personnel/Benefits: Crew Supervisor & Program Coordinator	$146,318
3	Administrative Oversight (Staff & ICR)	$35,875
4	Vehicle, Fuel & Trailer Operating Costs	$22,074
5	Facilities (building space, maintenance & repair, security, janitorial, utilities, & staff cell phones)	$6,056
6	Supplies, PPE safety equipment, & other operating costs	$19,527
7	**Subtotal - Operational Costs**	**$247,874**
Participant & Other Costs		
8	Transitional Jobs (Participant Wages 40 Level I, & 20 Level II)	$190,320
9	Support Services (Boots, shirts, pants, bus passes, interview clothes, etc.)	$5,500
10	**Subtotal - Participants Costs**	**$195,820**
11	**Total Budget**	**$443,694**

Participant Wages and Enrollment Plan

Transitional Jobs Levels I & II	Level I - II Crews	Time Frame	Individuals	Hours Worked	Hourly Rate	Fringe Benefits	Total Wages	Total Fringe	Cost Per
Level I 40 participants - work crews Level II 20 participants - City job site	Level I Crew Work (2 crew)	July - Aug	10	1,700	15.00	3.00	25,500	5,100	30,600
	Level II City/Partner Work		5	900	15.00	3.00	13,500	2,700	16,200
	Level I Crew Work (2 crews)	Sept - Dec	10	1,700	15.00	3.00	25,500	5,100	30,600
	Level II City/Partner Work		*5*	900	15.00	3.00	13,500	2,700	16,200
	Level I Crew Work (2 crews)	Jan - Mar	10	1,700	15.00	3.00	26,350	5,270	31,620
	Level II City/Partner Work		*5*	900	15.00	3.00	13,950	2,790	16,740
	Level I Crew Work (2 crews)	Apr - June	10	1,700	15.00	3.00	26,350	5,270	31,620
	Level II City/Partner Work		*5*	900	15.00	3.00	13,950	2,790	16,740
	Total Participants Level I		**40**						
	Total Participants Level II		**20**					**Total**	**$190,320**

Participant Costs

Support Services	5,500
Transitional Jobs	190,320
Participant Costs	$195,820

EXHIBIT C
Work Program Definitions

DEFINITIONS

Homeless individual means an individual who lacks a fixed, regular, and adequate nighttime residence and includes an individual who:

(1) Is sharing the housing of other persons due to loss of housing, economic hardship, or similar reason;
(2) Is living in a motel, hotel, trailer park, or campground due to the lack of alternative adequate accommodations;
(3) Is living in an emergency or transitional shelter;
(4) Is abandoned in a hospital, or is awaiting foster care placement;
(5) Has a primary nighttime residence that is a public or private place not designed for or ordinarily used as regular sleeping accommodation for human beings.

Source: 56462 Federal Register / Vol. 81, No. 161 / Friday, August 19, 2016 / Rules and Regulations, p. 392

WIOA Eligibility Registration Requirements
In order for an individual to participate in WIOA services, he/she must complete the registration process and meet ***Priority of Service*** which includes a homeless individual, low income, or veterans and eligible spouses. The following criteria will be verified and documented in the participant file:

- Must be at least 18 years old
- Possess right-to-work documents
- Registered with Selective Service
    - Males born on or after January 1, 1960

Transitional Job - A time limited wage paid work experience for individuals who have barriers to employment, who are chronically unemployed or have inconsistent work history.

Basic Skills Deficient – An individual that is unable to compute or solve problems, or read, write, or speak English, at a level necessary to function on the job, in the individual's family, or in society (WIOA Section 3[5]). Criteria used to determine whether an individual is basic skills deficient includes the following:

- *Lacks a high school diploma or high school equivalency and is not enrolled in postsecondary education.*
- *Enrolled in a Title II Adult Education/Literacy program.*
- *English, reading, writing, or computing skills at an 8.9 or below grade level.*
- *Determined to be Limited English Skills proficient through staff-documented observations.*
- *A standardized test may be used to assess basic skills that includes reading, writing, or computing skills.*

Low-Income – An individual that meets one of the four criteria below:

1. Receives, or in the past six months has received, or is a member of a family that is receiving, or in the past six months has received, assistance through the Supplemental Nutrition Assistance Program (SNAP), Temporary Assistance For Needy Families

(TANF), program supplemental security income program, or state or local income-based public assistance.

2. In a family with total family income that does not exceed the higher of the following:
    a. The poverty line.
    b. 70 percent of the Lower Living Standard Income Level.

3. A homeless individual.

4. An individual with a disability whose own income does not exceed the income requirement, but is a member of a family whose total income does.

Public Assistance Recipient – An individual that receives federal, state, or local government cash payments for which eligibility is determined by a needs or income test (WIOA Section 3[50]).

Self-Attestation – When a participant states his or her status for a particular data element, such as low income, and then signs and dates a form acknowledging this status. The key elements for self-attestation are

1) the participant identifying his or her status for permitted elements, and
2) signing and dating a form attesting to this self-identification.

Visalia City Council

Staff Report

File #: 22-0215 **Agenda Date:** 6/20/2022 **Agenda #:** 5.

Agenda Item Wording:
Adopt Resolution No. 2022-41 to designate various road projects for Road Maintenance and Rehabilitation Account (RMRA) 2022/23 funding from the State of California Road Repair and Accountability Act of 2017 (Senate Bill SB1) as outlined within this report.
Deadline for Action: 7/1/2022 Deadline for CTC acceptance

Submitting Department: Administration - CIP Engineering

Contact Name and Phone Number:
Dolores Verduzco, Financial Analyst, Dolores.Verduzco@visalia.city, (559) 713-4540
Frank Senteno, City Engineer, Frank.Senteno@visalia.city, (559) 713-4331
Nick Mascia, Assistant City Manager, Nick.Mascia@visalia.city, (559) 713-4323

Department Recommendation:
Staff recommends Council adopt Resolution No. 2022-41 to designate various road projects for Road Maintenance and Rehabilitation Account (RMRA) 2022/23 funding from the State of California Road Repair and Accountability Act of 2017 (Senate Bill SB1) to the following Capital Improvement Project's (CIP's):

1. $750,450 -Downtown Pavement Rehabilitation
2. $1,719,550 -Caldwell Avenue Improvements from Akers to Shady
3. $613,000 -Center & Acequia Rehabilitation

This agenda item is being brought forth because the SB1 Program requires a resolution that details the projects that will be funded with that fiscal year allotment of SB1 funds. This money is being appropriated with the FY 22/23 Budget adoption in the SB1 Fund (113).

Background Discussion:
In April 2017, the Governor signed Senate Bill (SB) 1, known as the Road Repair and Accountability Act of 2017 to address basic road maintenance, rehabilitation, and critical safety needs in the State. This bill established a new funding source for road repairs through revenue established from per-gallon excise taxes on gasoline and diesel fuel, and vehicle registration fees. The Act provides inflationary adjustments to tax rates in future rates. Funding from this Act is forecasted to disburse approximately $3,086,000 in Fiscal Year 2022/23 to the City of Visalia.

SB1 emphasizes the importance of accountability and transparency in the delivery of California's transportation programs. Therefore, cities and counties receiving the funding will be required to provide annual RMRA project information to the California Transportation Commission (CTC). This includes action by City Council at a regular public meeting to adopt a list of projects proposed to be funded with RMRA funds for each fiscal year. The project list must be submitted to the CTC by July 1

st in order to receive and not delay the apportionment of RMRA funds for the upcoming fiscal year. The report of the anticipated use of funding shall include a description of the project including location, estimated project schedule and expected useful life.

In addition, for each fiscal year in which the City spends RMRA funds, the City must submit a report to the CTC that details the RMRA funds expended to include a description and location of each completed project and/or in-progress project, the amount of funds expended on the project and the completion date. The CTC posts reported project information on the Commission's website and through other reporting mechanisms that are accessible by the public.

In order to receive funding for fiscal year 2022/23, Council must adopt by resolution a list of projects intended to utilize the fiscal year 2022/23 SB1 RMRA funding and submit to the California Transportation (CTC) by July 1, 2022.

Staff recommends Council designate the projects listed below, as listed on the attached resolution, for RMRA 2022/23 funding. It is important to note that these projects were previously approved by Council to receive SB1 RMRA funding. But due to forecasted increases in the cost of construction, staff recommends that these funds be designated as additional appropriation(s) towards these projects:

Project 1) **Project Title: Downtown Pavement Rehabilitation**

Project Description/Scope: This project will rehabilitate Main Street and will include construction of pavement rehabilitation, limited sidewalk repairs and curb ramps, and ADA-compliant parking stalls.

SB1 funds from prior fiscal years were approved to fund engineering and construction of the Downtown Pavement Rehabilitation Project. At the Council meeting held on April 4, 2022, Council approved additional SB1 funds from the future fiscal year 2022-23 in the amount of $750,450 be designated to the Downtown Pavement Rehabilitation project to address a construction budget shortfall for a total amount of $3,520,800 using SB1 funds. Although, Council previously approved the use of fiscal year 2022-23 funds, adoption of the attached resolution that lists this project to utilize fiscal year 2022-23 SB1 funds is required by the CTC.

Project Location:

Street Segment	*From*	*To*
Main Street	Willis Street	Garden Steet

Estimated Project Schedule:

Pre-Construction:
- Start: October 2019
- End: May 2022

Construction:
- Start: June 2022
- End: April 2023

Estimated Project Useful Life: 15 Years to 20 Years

Project 2) **Project Title: Caldwell Avenue Improvements from Akers to Shady**

Project Description/Scope: This project will reconstruct existing pavement; add median islands, sidewalk, curb, gutter, bicycle lane striping, fiberoptic conduit, and streetlights.

SB1 funds will be utilized to fund the construction phase. This project was previously approved by Council at the meeting on April 15, 2019 to receive SB1 RMRA funds from the fiscal year 2019/21 allotment in the amount of $2.2 million. The additional appropriation of SB1 RMRA funds of $1,719,550 will bring the total of SB1 RMRA funds budgeted toward this project to $3,919,550.

Project Location:

Street Segment	*From*	*To*
Caldwell Avenue	Akers Street	Shady Steet

Estimated Project Schedule:

Construction:

Start: October 2022

End: October 2023

Estimated Project Useful Life: 15 to 20 Years

Project 3) **Project Title: SB1 Street Rehabilitation - Center & Acequia**

Project Description/Scope: The purpose of this project is to rehabilitate the pavement surface of segments along both Center Avenue and Acequia Avenue. In addition to rehabilitation work, the project will include limited concrete repairs to curbs, gutters, sidewalks, drain inlets, and ramps. Impacted ramps will be upgraded to ADA compliance. The project will also include installation of video detection cameras.

SB1 funds will be utilized to fund engineering and construction for both street segments. This project was previously approved by Council at the meeting on June 21, 2021 to receive SB1 RMRA funds from the fiscal year 2021-22 allotment in the amount of $2.6 million. This additional appropriation of SB1 RMRA funds of $613,000 will bring the total of SB1 RMRA funds allocated toward this project to $3,213,000.

Project Location:

Street Segment	*From*	*To*
Center Avenue	Willis Street	Santa Fe Street
Acequia Avenue	Willis Street	Santa Fe Street

Estimated Project Schedule:

Pre-Construction:

Start: January 2022

End: April 2023

Construction:

Start: July 2023

End: December 2023

Estimated Project Useful Life: 15 Years to 20 Years

Fiscal Impact:

SB1 RMRA funding in fiscal year 2022/23 of approximately $3,083,000 is projected to be distributed to the City of Visalia based on the State Department of Finance projections of RMRA revenues as of May 2022.

Revenues received for RMRA funds are appropriated to CP0290 Pavement Rehabilitation within the SB1 RMRA Fund (113); however, CP0290 does not specify a project location. Therefore, upon approval of the list of projects to utilize FY 2022/23 RMRA funds, funds will be transferred from CP0290 Pavement Rehabilitation to the following projects:

1. $750,450 -Downtown Pavement Rehabilitation
2. $1,719,550 -Caldwell Avenue Improvements from Akers to Shady
3. $613,000 -Center & Acequia Rehabilitation

If funding is received in excess of the current projected estimated amount, staff will return to Council at a future date to request an appropriation of funds to a specific project as necessary.

Prior Council Action:

April 15, 2019

Adopted Resolution 2019-21 to designate 2019/20 SB1 RMRA funding to the Caldwell Avenue Improvements - Akers to Shady Project.

April 20, 2020

Adopted Resolution 2020-19 to designate 2020/21 SB1 RMRA funding to the Street Rehabilitation - Akers to Shady project and to the Downtown Pavement Rehabilitation Project.

June 21, 2021

Adopted Resolution 2021-34 to designate 2021/22 SB1 RMRA funding to the FY 2021-22 SB1 Street Rehabilitation - Center & Acequia Project.

April 4, 2022

Approved additional SB1 funds be appropriated to the Downtown Pavement Rehabilitation Project (CP0373).

Alternatives:
Do not accept SB1 RMRA funds and use Measure N funds to perform the work.

Recommended Motion (and Alternative Motions if expected):
I move to adopt Resolution No. 2022-41 to designate the road rehabilitation project(s) identified within this report for Road Maintenance and Rehabilitation (RMRA) 2022-23 funding from the State of California Road Repair and Accountability Act of 2017 (Senate Bill SB 1) .

Environmental Assessment Status:
N/A

CEQA Review:
Environmental review will be completed prior to construction as required.

Attachments:
Resolution 2022-xx
1. Location Map - Downtown Pavement Rehabilitation
2. Location Map - Caldwell Avenue Improvements - Akers to Shady
3. Location Map - SB1 Street Rehabilitation - Center & Acequia

RESOLUTION NO. 2022-41

RESOLUTION ADOPTING A LIST OF PROJECTS FOR FISCAL YEAR 2022-23 FUNDED BY SB 1: THE ROAD REPAIR AND ACCOUNTABILITY ACT OF 2017 CITY OF VISALIA

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

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

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

WHEREAS, the City, will receive an estimated $3,083,000 in RMRA funding in Fiscal Year 2022-23 from SB 1; and

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

WHEREAS, the City used a Pavement Management System to develop the SB 1 project list to ensure revenues are being used on the most high-priority and cost-effective projects that also meet the communities priorities for transportation investment; and

WHEREAS, the funding from SB 1 will help the City maintain and rehabilitate 3.42 miles of roadway, add active transportation infrastructure throughout the City this year and hundreds of similar projects into the future; and

WHEREAS, the 2020 California Statewide Local Streets and Roads Needs Assessment found that the City streets and roads are in an at-risk condition and this revenue will help us increase the overall quality of our road system and over the next decade will bring our streets and roads into a good condition; and

WHEREAS, the SB 1 project list and overall investment in our local streets and roads infrastructure with a focus on basic maintenance and safety, investing in complete streets

infrastructure, and using cutting-edge technology, materials and practices, will reduce drive times and traffic congestion, which will lead to reduced vehicle emissions and increase responsiveness to the needs to the users of the road system.

NOW, THEREFORE IT IS HEREBY RESOLVED, ORDERED AND FOUND by the City Council of the City of Visalia, State of California, as follows:

1. The foregoing recitals are true and correct.

2. The following previously proposed and adopted projects will utilize Fiscal Year 2022-23 Road Maintenance and Rehabilitation Account revenues in their delivery. With the relisting of these projects in the adopted fiscal year resolution, the City is reaffirming to the public and the State our intent to fund these projects with Road Maintenance and Rehabilitation Account revenues:

Project 1)
Project Title: Downtown Pavement Rehabilitation
Project Description: This project will rehabilitate/reconstruct Main Street and will include bicycle safety features, traffic control features, drainage features, ADA parking installation, ADA pedestrian ramps, and installation of underground conduit.
Project Location: Main Street from Willis Street to Garden Street
Estimated Project Schedule:
Pre-Construction: Start October 2019– **Completion** May 2022
Construction: Start June 2022– **Completion** April 2023
Estimated Project Useful Life: 15 to 20 years

Project 2)
Project Title: Caldwell Avenue Improvements from Akers to Shady
Project Description: This project will reconstruction existing pavement; add median islands, sidewalk, curb, gutter, bicycle lane striping, fiber optic conduit, and streetlights.
Project Location: Caldwell Avenue from Akers Street to Shady Street
Estimated Project Schedule:
Construction: Start October 2022– **Completion** October 2023
Estimated Project Useful Life: 15 to 20 years

Project 3)
Project Title: SB1 Steet Rehabilitation – Center & Acequia
Project Description: This project will rehabilitate the pavement surface of segments along Center Avenue and Acequia Avenue. In addition to the rehabilitation work, the project will consist of repairing miscellaneous damage concrete structures such as curbs, gutters, sidewalks, drain inlets, and ramps. Impacted ramps will be upgraded to ADA compliance an existing manholes and valve boxes will be adjusted to grade. This project will also include installation of video detection cameras.

Project Location:

- Center Avenue from Willis Street to Santa Fe Street
- Acequia Avenue from Willis Street to Santa Fe Street

Estimated Project Schedule:

Pre-Construction: Start January 2022– **Completion** April 2023

Construction: Start July 2023– **Completion** December 2023

Estimated Project Useful Life: 15 to 20 years

PASSED AND ADOPTED by the City Council of the City of Visalia, State of California this _____ day of _____, 2022, by the following vote:

PAVEMENT REHABILITATION PROJECT
LOCATION MAP

N

100' 0' 100'

SCALE: 1"= 100'

811 Know what's **below.** **Call** before you dig.

WILLIS STREET
WEST STREET
FLORAL STREET
ENCINA STREET
LOCUST STREET
COURT STREET
CHURCH STREET
GARDEN STREET
BRIDGE STREET
SANTA FE STREET
OAK AVENUE
CENTER AVENUE
MAIN STREET
ACEQUIA AVENUE

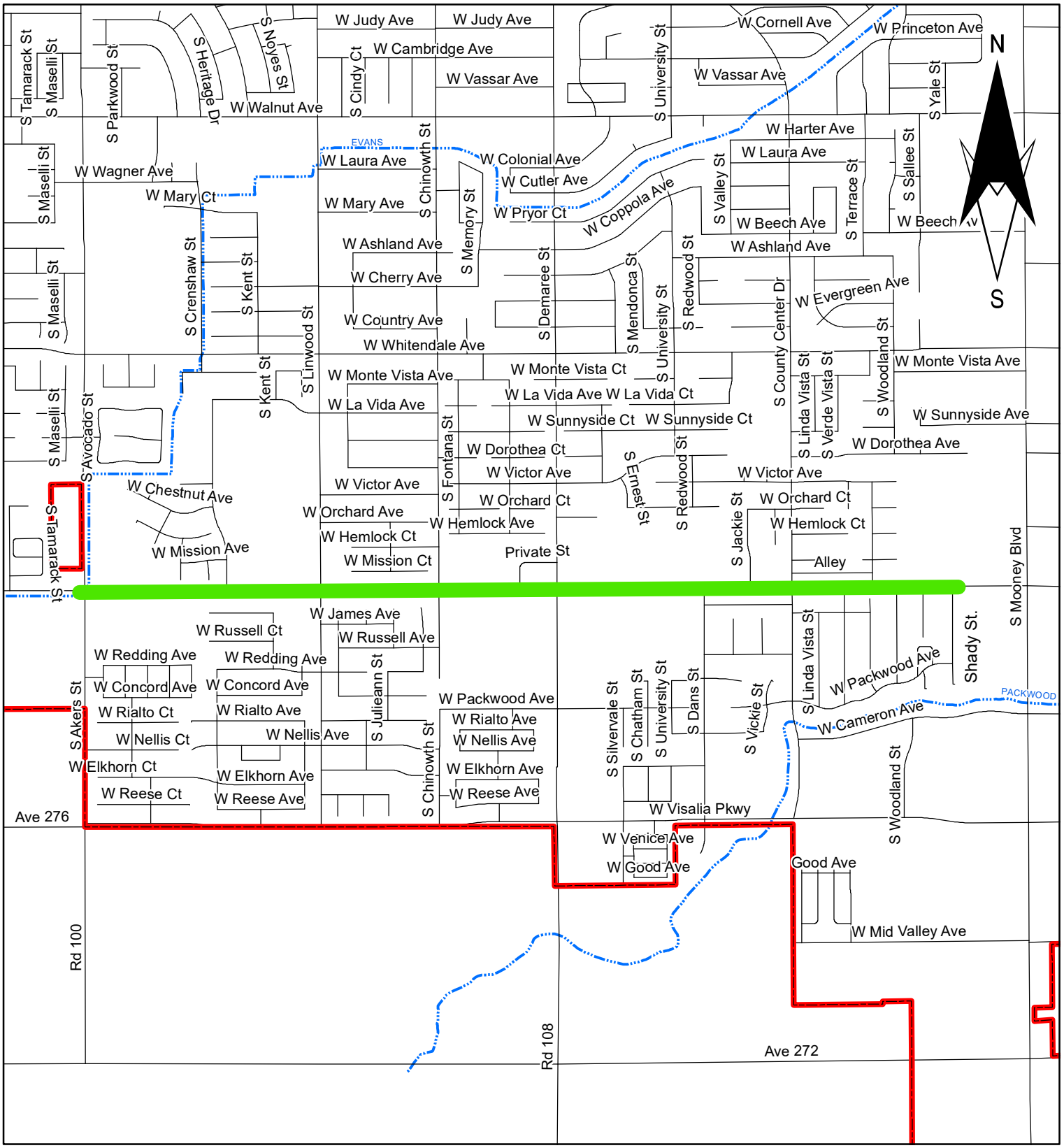
Downtown Streetlight Project
Location Map

9+00 10+00 11+00 12+00 13+00 14+00 15+00 16+00 17+00 18+00 19+00 20+00 21+00 22+00 23+00 24+00 25+00 26+00 27+00 28+00 29+00 30+00 31+00 32+00 33+00

6+70 7+00 8+00 9+00 10+00 11+00 12+00 13+00 14+00 15+00 16+00 16+65 16+81

LEGEND:

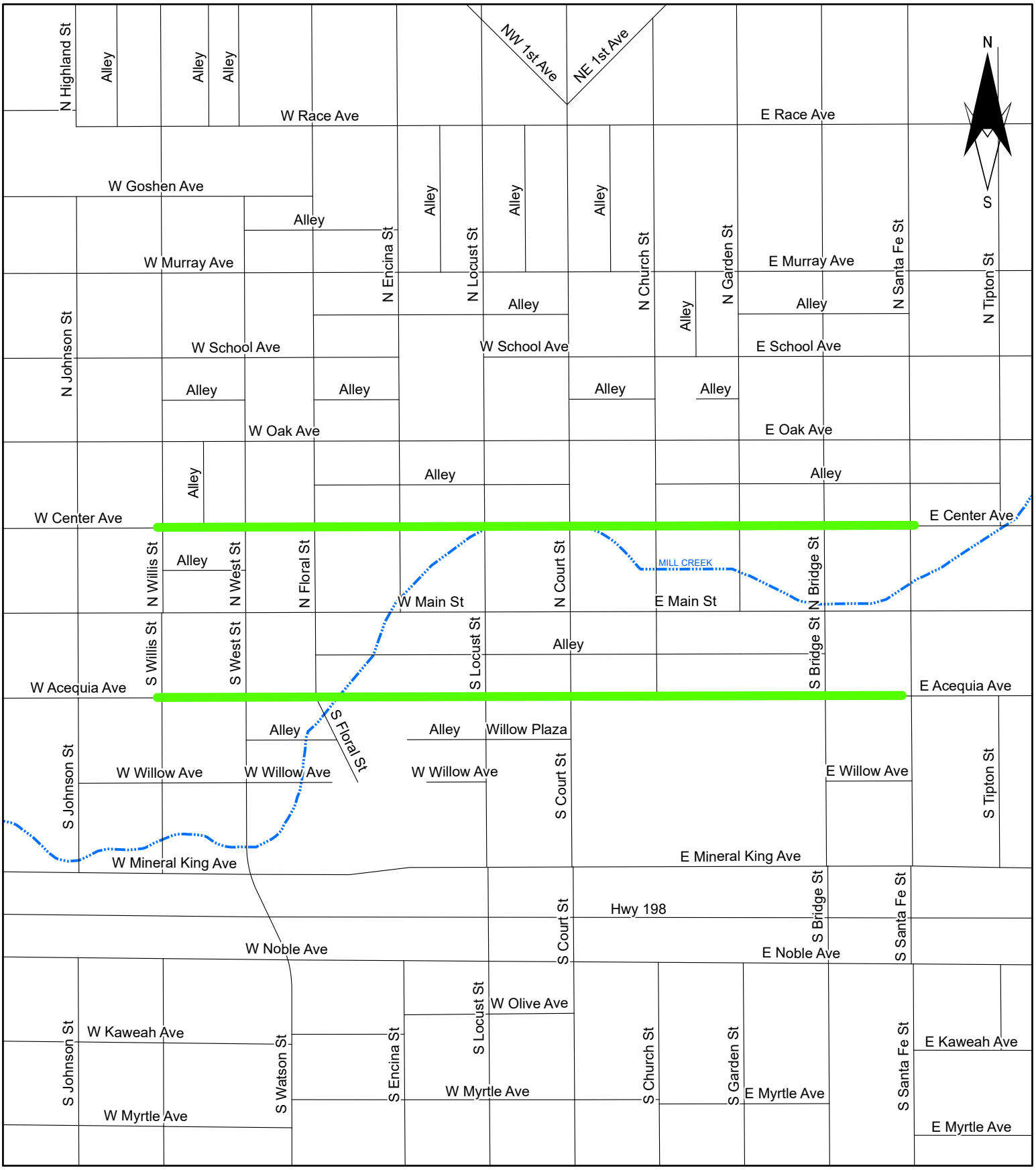
- BASE BID PAVEMENT REHABILITATION AREA
- ADA PARKING AND ASSOCIATED PEDESTRIAN IMPROVEMENTS
- ALTERNATE BID PAVEMENT REHABILITATION AREA
- PEDESTRIAN RAMP IMPROVEMENTS



CALDWELL AVENUE IMPROVEMENTS FROM AKERS STREET TO SHADY STREET

= Project Limits

1,500 750 0 1,500 Feet



CENTER & ACEQUIA AVENUE IMPROVEMENTS FROM WILLIS STREET TO SANTA FE STREET

= Project Limits

600 300 0 600 Feet

Visalia City Council

Staff Report

File #: 22-0225 **Agenda Date:** 6/20/2022 **Agenda #:** 6.

Agenda Item Wording:
Authorization for staff to appropriate $100,000 from the Airport Enterprise Fund to pay expenses generated by the recently approved lease between the Federal Express Corporation and the City of Visalia.

Deadline for Action: None

Submitting Department: Administration - Airport

Contact Name and Phone Number:
Jody Miller, Airport Manager, 713-4282, Jody.Miller@visalia.city
Nick Mascia, Assistant City Manager, 713-4323, Nick.Mascia@visalia.city

Department Recommendation:
Staff recommends that Council authorize Staff to appropriate $100,000 from the Airport Enterprise Fund to pay expenses associated with the recently agreed upon lease between the Federal Express Corporation and the City of Visalia. The total amount agreed upon was $98,655.41. This amount will cover $85,000 in required renovations and repairs to the Federal Express location at the Airport and $13,655.41 to be paid to Fischer Company, a consultant hired by the Federal Express Company for handling all negotiations of the lease. The $98,655.41 will be reimbursed to the city by the Federal Express corporation over the first 36 months of the newly agreed upon lease as described herein.

Background Discussion:
The current lease agreement between the City of Visalia and the Federal Express Corporation was signed into agreement after the second reading and adoption of its accompanying ordinance on June 6th 2022. In the negotiation of that lease, the Federal Express Corporation had required improvements/renovations to be done to their facility at the airport to include:

*Replace damaged acyovin and touch up paint on the other walls in the Customer Service Area
*New interior paint throughout the office portions of the facility.
*Replace carpet and wall base throughout the office portion of the facility
*Reseal all windows and replace blinds in the office portion of the facility
*Replace vinyl flooring in all four (4) restrooms
*Replace or repair/refinish countertops and cabinets in the breakroom
*Install ten (10) exhaust fans in the warehouse sort area
*Replace the two (2) evaporative coolers
*Replace or seal metal exterior and trim where necessary due to rusting and holes.
*Paint the exterior of the stucco portion of the building once the necessary repairs are complete
*All paved areas should be sealed and restriped after fixing any cracking/potholes.

In the preparation of the lease, Visalia Airport personnel obtained quotes for the requested improvements which totaled to $55,319, during the negotiation process City staff and the Federal Express Corporation agreed upon the lessee paying $85,000 towards these improvements in the event of raising costs pushing the work past the expected $55,319 total, with the understanding that the $85,000 amount would be the total paid whether the costs came in higher or lower. Additionally, the Federal Express Corporation hired consultants (Fischer Company) to handle their side of the lease amendment negotiation, for an additional cost of $13,655.41 which the City agreed to pay upfront but would be reimbursed by the Federal Express Corporation. This led to a total owed to the City of Visalia in the amount of $98,655.41. This amount owed is to be split into even payments of $2,740.43 to be paid over the first 36 months of the new agreement on top of the standard monthly lease rate. In the event of either lessee or lessor terminating the agreement within the initial thirty-six months all remaining due of the $98,655.41 would be due in full at that time.

The Airport has agreed to have all requested improvements completed within one year of the signing of the lease and plans to stagger the work to allow the monthly payment of $2,740.43 from the Federal Express Corporation to accumulate throughout the year to offset the expense of each improvement. The $13,655.41 for Fischer Company consulting fees will be due upon signing and therefore will be the first expense to be followed thereafter by the renovations/improvements.

Fiscal Impact:
Visalia Municipal Airport will receive $2,740.43 monthly for the initial 36 months of the newly agreed upon lease term to recoup the $98,655.41. This amount is on top of the agreed upon monthly lease rate of $11,379.51 plus annual CPI adjustments that will be paid by the Federal Express Corporation.

Prior Council Action:
May 2nd 2022: Council introduced Ordinance 2022-08 and conducted its first reading authorizing an amended lease between the City of Visalia and the Federal Express Corporation.
June 6th 2022: Council conducted the second reading and adoption of Ordinance 2022-08. Authorizing an amended lease between the City of Visalia and the Federal Express Corporation.

Alternatives: City Council could not authorize the appropriation of funds to pay for the associated costs of the lease and Airport Staff would have to find a different way, returning to City Council, to fulfill the lease.

Recommended Motion (and Alternative Motions if expected):
I move to authorize the appropriation of $100,000 from the Airport Fund to pay expenses generated by the recently approved lease with Federal Express Corporation.

Environmental Assessment Status: NA.

CEQA Review: N/A

Attachments: .
1. Ordinance 2022-08
2. Federal Express Lease
3. Exhibit Showing FedEx Airport Location

ORDINANCE NO. 2022-08

AN ORDINANCE OF THE CITY COUNCIL OF THE CITY OF VISALIA

AUTHORIZING THE CITY MANAGER TO AMEND THE CURRENT LEASE AGREEMENT BETWEEN THE CITY OF VISALIA AND THE FEDERAL EXPRESS CORPORATION FOR AN ADDITIONAL FIVE YEARS AS WELL AS TO MAKE ALL REQUESTED LESSEE IMPROVEMENTS TO THE PROPERTY FOR WHICH THE FEDERAL EXPRESS CORPORATION WILL REIMBURSE THE CITY OF VISALIA

WHEREAS, the City of Visalia owns and operates certain real property commonly referred to as the Visalia Municipal Airport and,

WHEREAS, the City of Visalia owns and leases a structure as well as ramp space at the Visalia Municipal Airport to the Federal Express Corporation for use in their cargo delivery business,

WHEREAS, the City of Visalia and Visalia Municipal Airport wish amend the current lease between the City of Visalia and the Federal Express Corporation for an additional five years while also authorizing the completion of improvements to said premises which the LESSEE has requested as well as stipulating the terms of the reimbursement for said improvements.

BE IT ORDAINED BY THE COUNCIL OF THE CITY OF VISALIA,

Section 1. The City Manager of the City of Visalia is hereby authorized to execute on behalf of the City of Visalia, the amendment of the current lease agreement between the City of Visalia and the Federal Express Corporation for their facility and ramp space at the Visalia Municipal Airport for an additional five (5) years. This amended agreement would also authorize the City of Visalia to complete all LESSEE requested improvements to said facility as well as guaranteeing the terms of reimbursement for the improvements.

Section 2. This ordinance shall go into effect thirty (30) days after its passage.

FedEx Lease No. 88-1067-008
VISA

FIRST AMENDMENT TO AIRPORT LEASE AGREEMENT

THIS FIRST AMENDMENT TO AIRPORT LEASE AGREEMENT ("First Amendment") is made and entered into as of the ____ day of _____, 2022 (the "Effective Date"), by and between **FEDERAL EXPRESS CORPORATION, a Delaware corporation** ("Lessee") and **CITY OF VISALIA, a municipal corporation** ("Lessor").

RECITALS

A. Pursuant to that certain Airport Lease Agreement ("Lease") entered into by and between Lessor and Lessee, Lessee leases certain real property and improvements thereon ("Demised Premises"), which Demised Premises is located at 9510 West Airport Drive, Visalia, California, and is more particularly described in the Lease.

B. The current term of the Lease expires March 31, 2022.

C. Lessor and Lessee now desire to extend the term of the Lease and otherwise amend the Lease as set forth below.

AGREEMENTS

In consideration of the mutual promises contained in this First Amendment and other good and valuable consideration, the receipt and sufficiency of which the parties acknowledge, the parties agree that, as of the Effective Date, the Lease is amended as follows:

1. Definitions. Except as otherwise provided in this First Amendment, all defined terms used in this First Amendment will have the same meaning as the meaning established for them in the Lease.

2. Term. Section 3 of the Lease is hereby deleted in its entirety and replaced with the following:

> "(A) The term of this LEASE shall be for period of ten (10) years commencing on the 1st day of April, 2017 and ending on the 31st day of March, 2027, unless sooner extended or terminated as provided for herein. LESSEE shall have one (1) renewal option for a period of five (5) additional years, which may be exercised by LESSEE by providing written notice as provided herein to LESSOR prior to January 1, 2027. If the renewal period option is timely exercised by LESSEE, the rent payable in the renewal period shall be the rent payable at the end of the initial term, adjusted for the first year of the renewal period and each year thereafter as per the terms of Section 4.B. below.
>
> (B) Early Termination Right. Lessee may, upon six (6) months' advance written notice to Lessor, elect to terminate this Lease at any time after March 31, 2025, by providing written notice of that election to Lessor ("Early Termination Right")."

3. Minimum Rent. Section 4.A. of the Lease is hereby amended to add the following sentence at the end of that paragraph:

> "Beginning April 1, 2022, Lessee's net minimum annual rental shall be One Hundred Thirty-Six Thousand Five Hundred Fifty-Four and 12/100 Dollars ($136,554.12), payable in equal monthly installments of Eleven Thousand Three Hundred Seventy-Nine and 51/100 Dollars ($11,379.51) continuing thereafter through March 31, 2027 (unless this Lease is further extended or sooner terminated as provided for in the Lease, as amended herein), subject to the rent adjustments specified in subsection (B) below."

4. Additional Rent. The following is hereby added to Section 4 of the Lease as subsection (F):

> "F. Beginning April 1, 2022, and continuing through March 31, 2025, Lessee shall pay to Lessor the monthly sum of Two Thousand Seven Hundred Forty and 43/100 Dollars ($2,740.43) as compensation to Lessor for Leasehold Improvements and Commissions, as those terms are defined in the First Amendment to Airport Lease Agreement."

5. Leasehold Improvements.

(a) At Lessor's sole cost and expense, Lessor shall perform certain leasehold improvement work to the Demised Premises as such work is described in the attached Exhibit A ("Lessor's Work"). Lessor shall perform Lessor's Work in a good and workmanlike manner and in accordance with all Legal Requirements, as defined below, the specifications approved by Lessee, and in accordance with the requirements set forth in Exhibit A. Lessor shall cause Lessor's Work to be completed within three hundred and sixty-five (365) days after the Effective Date. Lessor's Work shall be deemed completed when Lessor's Work is fully performed. Once Lessor has commenced work on any item of Lessor's Work described in Exhibit A, Lessor shall use commercially reasonable efforts to complete that item of work so as to minimize interference with Lessee's ability to conduct business operations in the Premises.

(b) Lessee hereby appoints Glenn Kirkland as Lessee's representative to act on Lessee's behalf in any matters relating to Lessor's Work [contact: (510) 639-3714 or e-mail at gkirkland@fedex.com]. In order to prosecute Lessor's Work, Lessee must coordinate entry in advance with Lessee's representative and on-site manager in order to minimize the interference that will occur by reason of such entries with respect to the business activities Lessee conducts in the building on the Demised Premises. Lessor may enter the Demised Premises during normal business hours to perform Lessor's Work with advance notice of at least twenty-four (24) hours to Lessee's on-site manager. If Lessor enters the Demised Premises on the authority of the foregoing, Lessor must not materially interfere with Lessee's business operations.

(c) Lessor shall complete Lessor's Work in accordance with the terms of this First Amendment (including specifically the specifications as set forth in Exhibit A) and all applicable local, state or federal laws, statutes, regulations, codes or ordinances, building codes, governmental rules,

regulations and orders, and recorded covenants, conditions and restrictions affecting title to the Demised Premises ("Legal Requirements").

(d) If Lessor fails to complete Lessor's Work by three hundred sixty-five (365) days after the Effective Date and that failure continues for more than thirty (30) days after the date on which Lessee delivers written notice of the delinquency to Lessor, Lessee's employees, agents and contractors may undertake the completion of Lessor's Work in accordance with all applicable Legal Requirements and the specifications applicable to Lessor's Work. Lessor shall pay to Lessee within thirty (30) days after the date of Lessor's receipt of Lessee's invoice, together with reasonable evidence of costs and Lessee's payment thereof, the full amount of the reasonable cost and expense that Lessee incurs in completing Lessor's Work on the authority of this Section 5(d). If Lessor fails to pay those amounts within that thirty (30) day period, Lessee may offset the amount owed against Minimum Rent, Additional Rent and any other sums that become due to Lessor.

6. Broker Commissions. Landlord and Tenant represent each to the other that the only broker used in connection with this First Amendment was Clifford R. Fischer and Company, Inc. d/b/a Fischer & Company ("Fischer"), which is entitled to a commission which shall be paid in full by Landlord pursuant to a separate commission agreement. Landlord shall indemnify and defend Tenant from and against any claims, demands or actions brought by Fischer. Each party shall defend and indemnify the other from and against any claims, demands and actions brought by any broker or other finder to recover a brokerage commission or any other damages on the basis of alleged dealings with the indemnifying party contrary to the foregoing representation.

7. Ratification. Other than as specifically provided in this First Amendment, all terms and provisions of the Lease are ratified and confirmed and will remain in full force and effect without modification.

8. Counterparts. This First Amendment may be signed in multiple or counterpart copies, with signatures sent by facsimile or electronic transmission, each of which will be considered an original and which together form but one amendment to the Lease.

(*Signatures on following page*)

IN WITNESS WHEREOF, the parties have signed this First Amendment to Airport Lease Agreement as of, but not necessarily on, the date first above written.

TENANT

FEDERAL EXPRESS CORPORATION,
a Delaware corporation

By: R. Scott Peterson

Name: R. Scott Peterson

Title: MD Properties

Date: 04/08/2022

LANDLORD

CITY OF VISALIA,
a municipal corporation

By: _____

Name: _____

Title: _____

Date: _____

Approved by Legal: cjm 04/05/2022

[FedEx Doc. No. 1602899]

EXHIBIT "A"

to that certain

First Amendment to Airport Lease Agreement

between

City of Visalia
("Lessor")

and

Federal Express Corporation
("Lessee")

dated _____, 2022

Landlord's Work

Lessor shall provide all labor and materials to complete the following scope of work, including, but not limited to, the temporary movement, disassembly, or relocation of furniture while work is underway, and in accordance with the terms and conditions set forth in Section 5 of this First Amendment. All work must be coordinated with and approved by Lessee's representative (as designated in said Section 5) and Lessee's on-site manager so as not to impede Lessee's operations at the Premises.

The following items shall be completed within one hundred eighty (180) days after full execution of this First Amendment:

- Replace damaged Acrovyn® and touch up paint on the other walls in the Customer Service Area;
- New interior paint throughout the office portions of the facility;
- Replace carpet and wall base throughout the office portion of the facility;
- Reseal all windows and replace blinds in the office portion of the facility;
- Replace vinyl flooring in all four (4) restrooms;
- Replace countertops and cabinets in the breakroom;
- Install ten (10) exhaust fans in the warehouse's sort area;
- Replace the two (2) evaporative coolers which are rusted out and need replacement;
- Replace or seal metal exterior and trim where necessary due to rusting and holes;
- Paint the exterior of the building once the necessary repairs are complete;
- Seal and restripe all paved areas should be sealed following repair to and restriped after repair to alligator cracking, potholes forming, and crack filling.

[CONTINUED]

SPECIFICATIONS (applicable to all painting and flooring work):

1. Painting

Painting and finishing shall include all interior exposed items and surfaces throughout the demised premises. Pre-finished items are excluded from this scope such as roof deck, beams, and joists. All walls are to be prepared to receive finishes by the patching, spackling, and smoothing of any irregular surfaces and holes. Removing the wallpaper from the office walls is required (Acrovyn preparation as required). Prepare the walls for painting and adhere to guidelines below:

A. Interior office walls shall receive:
   1. One primer coat Prime after removal of Vinyl Wall Covering (No painting over vinyl wall covering). Color: wht/Problock Alkyd Odorless B49w20
   2. Office Walls: Sherwin Williams Super Paint Interior Satin "Fossil Gray" (formula 2 below)

B. Lobby/Customer Service Area is to be finished in accordance with FedEx standards as follows:
   1. Ship Center/Customer Lobby (requires approval for specific site):
      Sherwin Williams Argos B9W951 Harmony w/Eggshell Base Argos (7065)
      Cover Plates: Paint with regular paint as referenced above in Paragraph A.

   NOTE: Zolatone no longer used.

C. Door Frames (interior metal):
   1. Hollow Metal Frames color: Fed Ex Grey/DTM Alkyd B55w113 (formula 1 below.)

D. Doors (interior wood doors and windows):
   1. Wood Doors and Windows color: clear/Wood Classics Clear Varnish A66f390

E. Restrooms:
   1. Urinal Screens and Partitions color: white/Pro Class Alkyd Semigloss B33w221.

F. All interior steel columns shall be painted "safety yellow" to a height of 10 ft. Exterior bollards and ladders color: Safety Yellow/Industrial Enamel B54y37 (unless local codes require other color).

G. Warehouse: Warehouse Block Walls color: white/Waterbased Catalyzed Epoxy Gloss Sheen B70w200. (Painting only required if requested).

H. Exterior Painting:
   1. Prep and repaint with matching color all exposed exterior metal items, including but not limited to doors, downspouts, handrails, lintels, window frames, stairs, ladders, fascia and parapet caps (excepting any pre-finished items in good condition) to a uniform and clean appearance.

Exterior: Dryvit Walls/Synthetic Stucco color: match/Exterior Super Paint Satin A89w51

Exterior: Metal and Wood color: match/Exterior Super Paint Satin A89w51

I. Doors (exterior metal)

1. Metal Frames color: Match existing color or Fed Ex Grey/DTM Alkyd B55w113(formula 1 below/unless local codes require other color)

Formulas:

1. "FedEx Grey Formula"- DTM Alkyd B55w113

B1	4 oz	5/32	1/128
N1	60/32	1/128	
R2	2/32	1/128	
Y3	21/32	1/64	
R3	5/32		
L1	2/32		

2. Sherwin Williams Super Paint Satin "Fossil Gray"

CCE*COLORANT OZ	32	64	128
B1 BLACK	14	-	-
R2 MAROON	2	-	-
Y3-DEEP GOLD	14	-	-

ONE GALLON "EXTRA WHITE"

2. Floor Finishes

Floor finishes for office areas and ship centers is described below. New vinyl cove wall base shall be installed where specified.

A. Carpet Flooring:
   1. Offices: One of the following:
      a. Interface SuperFlor, #603059 Anthracite. Contact: Christi Hitch 901-219-5746 Christi.Hitch@interface.com
      b. Mohawk Lees – First Step 508 Charcoal Grey. Contact: Tony Simmons 901-246-9851 Tony_Simmons@mohawkind.com
      c. Shaw Path 549. Contact: Helen Balch Drinkard 901-240-9085 Helen.Drinkard@shawinc.com.

B. Resilient Wall Base: Rubber or heavy gage vinyl, top set cove design, height of 6 inches. Color: – Johnsonite 6" vinyl cove (Charcoal) or 6" Roppe 123 Charcoal
C. VCT Flooring: Armstrong Excelon
D. Restrooms: Armstrong Excelon 51911 Classic White or Excelon 52513 Cirque White
E. Courier Check-In, Breakrooms, Hold Rooms and other locations – submit sample of tile specified for color selection

Note: For additional information and/or questions, contact Lessee's Representative, Glenn Kirkland, at (510) 639-3714 or e-mail at gkirkland@fedex.com.

Aviation Terminal
W Airport Dr
Best Western Visalia
4.0 (431)
2-star hotel
Flyers Energy Office Location
Visalia Flyer
FedEx Ship Center
W Airport Dr
Hangars Way
Hangars Way
Skylife Air Ambulance

Visalia City Council

Staff Report

File #: 22-0228 **Agenda Date:** 6/20/2022 **Agenda #:** 7.

Agenda Item Wording:
Authorization to execute annual service agreement with Visalia Economic Development Corporation (VEDC) for $60,000 and appropriate $40,000 ($20,000 for FY 22/23 and $20,000 for FY 23/24) from the General Fund to fund the increase in requested services.
Deadline for Action: 6/20/2022

Submitting Department: Community Development

Contact Name and Phone Number: Devon Jones, 4190

Department Recommendation:
Authorize staff to execute the annual service agreement with Visalia Economic Development Corporation (VEDC) for $60,000 for FY 2022/23 services. This contract includes a one year extension. The agreement for service includes a $20,000 annual increase due to increased service deliverables requested by the City of the VEDC, outlined in more detail below, in addition to service expectations that may impact VEDC's ability to generate private memberships. It has been more than a decade since the City has increased it's payment to the VEDC.

Background Discussion:
The City has partnered with the Visalia Economic Development Corporation (VEDC) for economic development services since its inception in 1996. The VEDC was instrumental in the development of the industrial park and services today focus more on marketing of the industrial park, coordination with key stakeholders, and outreach assistance to local existing industrial employers to help retain and expand jobs in the industrial park. The VEDC is currently in a period of transition as they are going to bring on a new Executive Director with the upcoming retirement of Nancy Lockwood from this post. The VEDChas selected Bruce Nicotero, former General Manager of JoAnn's Distribution Center in the Visalia Industrial Park (VIP), as the new Executive Director. Staff has worked with Mr. Nicotero for many years and is confident that he will effectively lead the VEDC and deliver requested services in this city service agreement. In addition to Mr. Nicotero, who will functionally fill a part time position, the VEDC is also likely to contract certain services to the Tulare County Workforce Investment Board (WIB) to assist in conducting all of the VEDC's activities. Staff is supportive of this approach as the most critical need for the VIP at this time is workforce development and employee recruitment and retention, particularly given the rapid increase in development activity that does not appear to be slowing down. Contracting services to the WIB will secure dedicated time and staff resources to the VIP and greatly enhance the VEDC's capacity to develop long term workforce development solutions and ongoing recruitment coordination. In addition, this multi-pronged approach fits within the VEDC's existing annual budget.

Below is an outline of the major proposed changes to the service agreement for the coming FY:

1. *Industrial Roundtable format* - Staff is proposing a change in format of the existing monthly industrial park roundtable meetings. While they are currently well attended and beneficial networking opportunities for attendees, staff believes that the industrial park leaders could benefit from more time

to discuss their current issues, needs or generally provide information to economic development and workforce development partners of the VEDC. As the VEDC is a membership supported organization and the industrial roundtable is a good opportunity for service providing members to have access to industrial park companies, the focus on the issues of the industrial park companies themselves has been diminished. The service agreement now formalizes format expectations of these meetings and therefore could potentially negatively impact the VEDC's short term membership drives. Additionally, staff would expect that VIP employers could attend these roundtables without being paying members of the VEDC.

2. *Workforce development* - The anticipated role of the VEDC, as it pertains to workforce development, is enhanced with this service agreement, again, given the current growth expectations in the VIP and the ongoing need for additional workers in the VIP. There are numerous existing efforts as it pertains to industrial occupation workforce development and talent pipeline development, many of which city staff are directly involved in, and there are a number of high-quality resources and partners available to VIP employers to develop and maintain long term solutions. The VEDC should now increase its direct involvement in these matters.
3. *Business visitations and data collection* - While VIP employer visits have always been conducted in partnership with VEDC, this service agreement formalizes metrics associated with this activity. Further, it requires the VEDC to convert visit information (such as expressed needs, particular input regarding workforce development issues, utility or other infrastructure issues, resource requests, etc.) into a customer relationship management (CRM) program so as to better compile trend data and convert feedback to intelligence that can inform the various partner stakeholders. Company specific information will be kept confidential where appropriate.
4. *Follow up on Applied Development Economics (ADE) Study* - Not only did the ADE study provide a prospect list for potential new companies to attract to Visalia, but it provided local analysis of industries impacted by COVID, local economic conditions, and export/trade exposure and local purchasing demand. This analysis should inform local business outreach efforts and potentially lead to business retention and expansion activity. Staff will work closely with VEDC contracted staff to implement follow up activities in partnership.
5. *Maintenance of an industrial park directory* - Staff is recommending the VEDC keep an up-to-date industrial park directory (current directory can be downloaded via VEDC website homepage: www.visaliaedc.com <http://www.visaliaedc.com>). The directory can passively generate business-to-business activity, assist local job seekers to familiarize themselves with employment opportunities in the VIP, help to foster a community feel in the VIP, as well as inform prospective new industry of who is in the industrial park and provide contacts for inquiries into Visalia.
6. *Create a VEDC Board seat for City* - While the City has always been an active partner of the VEDC, this service agreement formally requires that city representation have a voting board member position. Further, this city representative board member will be allowed to attend the VEDC Executive Committee meetings in addition to the City's Economic Development Manager.
7. *Increase of agreement to $60,000 from $40,000* - As detailed above, there are several additions to service expectations of the VEDC. As such and given the potential impacts to membership generation (at least in short term) due to required changes in industrial roundtable format, staff believes the additional funding is justified. Staff is confident in the VEDC's proposed staffing decisions and in the VEDC's ability to deliver on these service expectations.

Other edits include changing the payment schedule from a membership match to biannually. This is being changed to both reflect typical service agreements of this nature and also because the membership match requirement seems to encourage a membership driven focus at the VEDC, which based on services

requested by the city, does not reflect city priorities. While the VEDC, as a nonprofit, must generate memberships in order to sustain itself, staff believes the city should not make its own investment into the organization dependent on the VEDC's ability to generate memberships.

The VEDC has been a strategic economic development partner of the City's since its inception in 1996. The formation of the VEDC was originally in response to a need for economic development services for the city specifically and was driven by support from the private sector. The partnership helps with ongoing business retention, expansion and attraction efforts and most importantly, helps to maintain an open line of communication with local economic development stakeholders and private sector leaders in the VIP. The organization continues to focus on the industrial sector primarily and is an essential partner for the continued vitality of the VIP. One of the most essential roles the organization plays is in working with local industrial park employers as a community's ability to attract new industry is dependent on what local industry may say about doing business in the local community. The current contract expires at the end of June and was approved by Council in 2018. The current contract amount is $40,000/year.

Fiscal Impact:
The current contract amount is $40,000 per a year. The new contract will require additional funding of $20,000 per year, bringing the total contract to $60,000. The budget for FY 22/23 and 23/24 is being approved tonight with $40,000 annually for this contract. Staff is recommending an additional appropriation of $20,000 for each year from the General Fund.

Prior Council Action: 3.19.18 - approved existing service agreement retroactively for FY 2017/18 services as a formal service agreement was not in place prior.

Other: N/A

Alternatives: Do not approve additional appropriation and authorize historical service contract amount of $40,000

Recommended Motion (and Alternative Motions if expected):
I move to execute annual service agreement with Visalia Economic Development Corporation (VEDC) for $60,000 and appropriate $40,000 ($20,000 for FY 22/23 and $20,000 for FY 23/24) from the General Fund.

Environmental Assessment Status: N/A

CEQA Review: N/A

Attachments: Service agreement

PROFESSIONAL SERVICES AGREEMENT

VEDC for Visalia Economic Development

This Agreement, entered into as of July 1, 2022, by and between the City of Visalia, hereinafter referred to as the "CITY", and **Visalia Economic Development Corporation** hereinafter referred to as the "VEDC".

W I T N E S S E T H

WHEREAS, CITY is committed to enhancing economic development opportunities and maintaining the CITY's role as the regional commercial and industrial center for Tulare, Kings and southern Fresno Counties; and

WHEREAS, to help achieve economic growth for its citizens, CITY must retain, grow and attract "primary" industries, that is, industry that make products and services that are sold outside of the CITY thereby creating new wealth to be circulated within the CITY; and

WHEREAS, a primary source of "primary" industries can be found in, or consider locating to, CITY's Industrial Park, CITY should focus certain efforts on growing the Industrial Park; and

WHEREAS, VEDC was formed in partnership with CITY to provide leadership in economic and job development, financial support from the private sector to support economic development activities, private assistance with business expansion, retention and attraction activities; and

WHEREAS, VEDC focuses its efforts on assisting existing and potential Industrial Park businesses; and

WHEREAS, the CITY is authorized and empowered to employ consultants and specialists in the performance of its duties and functions; and

WHEREAS, the CITY has the desire to secure certain technical and professional services to assist in the preparation and completion of the items of work described in Section I below, and hereinafter referred to as the "PROJECT"; and

WHEREAS, the VEDC represents it is qualified and willing to provide such services pursuant to terms and conditions of this Agreement.

NOW, THEREFORE, CITY and VEDC agree as follows:

I. SERVICES TO BE PERFORMED BY THE VEDC

A. Scope of Work: The VEDC agrees to perform all work necessary to complete, in a manner satisfactory to the CITY, those tasks described below:

1. Assistance with marketing Visalia as a prime CA location for industrial expansion
2. Maintenance of updates to the visaliaedc.com web site
3. Monthly marketing campaigns which can include direct mailers, social media or other marketing mediums
4. Participate in ongoing collaboration with the CITY regarding marketing opportunities or prospect relations, promptly referring any prospect leads received directly to CITY for follow up

5. Maintenance of an Industrial Park Directory that will include some information on type of products/services in an effort to encourage business to business activity
6. Assist utility partners to address any necessary utility infrastructure needs on behalf of existing Industrial Park companies
7. Coordination and marketing of the Industrial Roundtable monthly meetings
    i. Conduct regular outreach to industrial businesses to generate participation in the monthly Roundtable meetings
    ii. Roundtable meetings will prioritize time for Visalia industrial companies to discuss current issues, trends, or potential strategies to encourage growth and retention of existing industrial companies. Other supporting agencies such as utilities, workforce development, education and service providers may have beneficial information for participating companies, but the format of such meetings must streamline industry's ability to both receive information and communicate needs and issues to supporting agencies partnering with the VEDC
8. Conduct follow up activity related to findings of the 2021 Visalia Economic Strategic Plan completed by Applied Development Economics, such as conducting direct outreach to Visalia Industry Targets prospect list and informing local business outreach efforts
9. Act as Resource Navigator specific to workforce development and training resources available to industrial companies in Visalia. This role should aid both industrial companies and workforce development/education partners to leverage existing training resources and maximize the efforts of those applicable partners to increase local hiring and improve skills attainment necessary for industrial occupational growth in Visalia
10. Conduct at least 4 Business Visitation meetings per month with existing industrial companies in Visalia
    i. Business Visitations will focus on 'checking in' with company leadership to determine if there are any issues, opportunities, threats, or needs they may have that VEDC or CITY may be able to assist with or acquire more information on. In addition, a standard set of survey information should be acquired so as to maintain regular intelligence about conditions in the industrial park and possible needs to address
    ii. Information gathered in these visitations is to be uploaded and maintained in a customer relationship management (CRM) program, should such a program be available at no cost to the CITY or VEDC
        1. Both VEDC and CITY will have regular access to so as to assess trend data, act on expressed needs of participating companies and inform economic development and workforce development initiatives

II. COORDINATION FROM CITY

A. CITY will make an effort to include VEDC in all industrial prospect and local industrial business outreach meetings or communicate activity on a regular basis to the VEDC Executive Director

B. CITY will attempt to participate in each scheduled Business Visitation meeting with existing industrial companies

C. CITY will utilize shared CRM program to access data, act on expressed needs of participating companies, and strategize with VEDC and other applicable public partners on

various economic development and workforce development initiatives that could result from gathered intelligence

D. CITY will promptly follow up on all prospect leads received following up on information requests, site visits or meeting requests received

E. CITY will assist in identifying resource information for monthly industrial roundtable meetings based on participating company requests

F. CITY will assist in following up on specific matters brought up by industry in the Industrial Roundtable meetings, business visitation meetings, or via general communications with VEDC

G. CITY will assist with all follow up activity related to the 2021 Visalia Economic Strategic Plan completed by Applied Development Economics

III. TIME OF PERFORMANCE

The term of this Agreement shall commence on July 1, 2022 and expire on June 30, 2023, unless earlier terminated by the parties. The initial contract shall be for a twelve (12) month period and shall, at the City's option and upon mutually agreeable terms, be renewable annually thereafter for one (1) additional one-year period. Additionally, this Agreement may be terminated for convenience. In the event of termination or expiration of this Agreement, CONTRACTOR shall transfer to CITY any funds and/or accounts receivable on hand attributable to the use of CITY funds.

IV. PERFORMANCE REVIEW

The CITY shall review the performance and fees of VEDC in furnishing the services provided hereunder, and the compensation provisions hereof. The parties may agree to changes or amendments hereto, including, but not necessarily limited to, changes in compensation provisions, which changes or amendments shall be evidenced by written amendment authorized by specific action of the City Council. Nothing in this paragraph shall be deemed to prevent or inhibit more frequent review of performance, compensation, or other matters relating to this Agreement or otherwise inhibit the free and candid exchange of views between the parties hereto, to the end that the legal interests of the CITY shall best be served and VEDC shall fairly be compensated for services rendered.

V. COMPENSATION

A. Total Compensation: For services performed pursuant to this Agreement, the CITY agrees to pay and the VEDC agrees to accept, sixty thousand dollars ($60,000) per contract year.

B. Payment of Compensation: The VEDC shall be compensated biannually per CITY's receipt of an invoice.

VI. AUTHORIZED REPRESENTATIVE

A. CITY: The Economic Development Manager or their designee shall represent the CITY in all matters pertaining to the services to be rendered under this Agreement, except where approval of the City Council of the City of Visalia is specifically required.

B. As a right of this contract the CITY shall hold one voting board member position, that position to be held by the current/active city councilperson identified by the City Council to serve in this capacity. As a privilege of this contract and position of the council seat, the board member will be allowed to attend Executive Board meetings. In addition to this, the

current Economic Development Manager will also be allowed to attend Executive Board meetings.

C. VEDC: The VEDC Executive Director or the VEDC Board of Directors designee shall represent and act as principle for VEDC in all matters pertaining to the services to be rendered by it under this Agreement.

VII. TERMINATION

The right to terminate this Agreement, with or without cause, may be exercised without prejudice to any other right or remedy to which the terminating party may be entitled at law or under this Agreement.

A. Termination By Either Party Without Cause: The CITY or VEDC may terminate this Agreement at any time by giving written notice to the other of such termination and specifying the effective date thereof, at least fifteen (15) days before the effective date of such termination.

B. Termination of Agreement for Cause: The CITY may by written notice to the VEDC specifying the effective date thereof, at least fifteen (15) days before the effective date of such termination, terminate the whole or any part of this Agreement in any of the following circumstances:

1. If the VEDC fails to perform the services called for by this Agreement within time(s) specified herein or any extension thereof; or

2. If the VEDC fails to make progress under this Agreement as to endanger performance of this Agreement in accordance with its terms, and does not correct such failure within a period of ten (10) days (or longer period as the CITY may authorize in writing) after receipt of notice from the CITY specifying such failure.

C. Post-Termination:

1. In the event the CITY terminates this Agreement with or without cause, the CITY may procure, upon such terms and such manner as it may determine appropriate, services similar to those terminated.

2. Except with respect to defaults of subcontractors, the VEDC shall not be liable for any excess costs if the failure to perform this Agreement arises out of causes beyond the control and without the fault or negligence of the VEDC. Such causes include, but are not limited to, acts of God or of the public enemy, floods, epidemics, quarantine restrictions, strikes, and unusually severe weather; but in the event the failure to perform is caused by the default of a subcontractors, the VEDC shall not be liable for failure to perform, unless the services to be furnished by the subcontractors were obtainable from other sources in sufficient time and within budgeted resources to permit the VEDC to meet the required delivery schedule or other performance requirements.

3. Should the Agreement be terminated with or without cause, the VEDC shall provide the CITY with all finished and unfinished documents, data, studies,

services, drawings, maps, models, photographs, reports, etc., prepared by the VEDC pursuant to this Agreement.

4. Upon termination, with or without cause, VEDC will be compensated for the services satisfactorily completed to the date of termination according to compensation provisions contained herein. In no event, shall the total compensation paid VEDC exceed the total compensation agreed to herein.

5. If, after notice of termination of this Agreement, as provided for in this article, it is determined for any reason that the VEDC was not in default under the provisions of this article, then the rights and obligations of the parties shall be the same as if the Agreement was terminated without cause.

6. Termination of this Agreement shall not terminate any obligation to indemnify, to maintain and make available any records pertaining to the Agreement, to cooperate with any audit, to be subject to offset, or to make any reports of pre-termination activities.

VIII. INTEREST OF OFFICIALS AND THE VEDC

A. No officer, member, or employee of the CITY who exercises any functions or responsibilities in the review or approval of this Agreement shall:

1. Participate in any decision relating to this Agreement which effects his/her personal interest or the interest of any corporation, partnership, or association in which he/she has, directly or indirectly, any interest; or

2. Have any interest, direct or indirect, in this Agreement or the proceeds thereof during his/her tenure or for one year thereafter.

IX. NO PERSONNEL AGENCY OR COMMISSION

The VEDC warrants, by execution of this Agreement, that no personnel agency has been employed or retained to solicit or secure this contract upon an agreement or understanding for a commission, percentage, brokerage or contingent fee, excepting bona fide established commercial or selling agencies maintained by the VEDC for the purpose of securing business. For breach or violation of this warranty, the CITY shall have the right to annul this Agreement without liability or, in its discretion, to deduct from this Agreement price or consideration, or otherwise recover, the full amount of such fee, commission, percentage, brokerage fee, gift, or contingent fee.

X. SUBCONTRACTING

A. The VEDC shall not subcontract or otherwise assign any portion of the work to be performed under this Agreement without the prior written approval of the CITY.

B. In no event shall the VEDC subcontract work in excess of 50% of the contract amount, excluding specialized services. Specialized services are those items not ordinarily furnished by a VEDC performing the particular type of project.

XI. INDEPENDENT CONTRACTOR

In the performance of the services herein provided for, the VEDC shall be, and is, an independent contractor and is not an agent or employee of the CITY. The VEDC has and shall retain the right to exercise full control and supervision of all persons assisting the VEDC in the performance of said services hereunder. The VEDC shall be solely responsible for all matters relating to the payment of its employees including compliance with social security and income tax withholding and all other regulations governing such matters.

XII. SPECIFICATIONS

All specifications, manuals, standards, etc., either attached to this Agreement or incorporated by reference, are binding as to the performance of the work specified in this Agreement unless they are changed by written amendment to this Agreement modified in writing to incorporate such changes.

XIII. DOCUMENTS/DATA

A. Ownership of Documents: All original papers and documents, produced as a result of this Agreement, shall become the property of the CITY. In addition, CITY shall be provided with access and use of any other papers and documents consistent with the purpose and scope of services covered by this Agreement. Any additional copies, not otherwise provided for herein, shall be the responsibility of the CITY.

Documents prepared by VEDC pursuant to this Agreement, are not intended or represented to be suitable for reuse by CITY or others. Any use of the completed documents for other projects and any use of incomplete documents without the specific written authorization from VEDC will be at CITY's sole risk and without liability to VEDC. Further, any and all liability arising out of changes made to VEDC's deliverables under this Agreement by CITY or persons other than VEDC is waived as against VEDC, and the CITY assumes full responsibility for such changes unless the CITY has given VEDC prior notice and has received from VEDC written consent for such changes.

B. Publication: No report, information, or other data given or prepared or assembled by the VEDC pursuant to this Agreement, shall be made available to any individual or organization by the VEDC without the prior written approval of the CITY. Notwithstanding the foregoing, however, the VEDC shall not be required to protect or hold in confidence and confidential information which (1) is or becomes available to the public with the prior written consent of the CITY; (2) must be disclosed to comply with law; or (3) must be disclosed in connection with any legal proceedings.

C. Copyrights: The VEDC shall be free to copyright material developed under this Agreement with the provision that the CITY be given a nonexclusive and irrevocable license to reproduce, publish or otherwise use, and to authorize others to use the material for government or public purposes.

XIV. INDEMNIFICATION AND INSURANCE

A. As respects acts, errors, or omissions in the performance of services, VEDC agrees to indemnify and hold harmless CITY, its elected and appointed officers, employees, and CITY designated volunteers from and against any and all claims, demands, losses,

defense costs, liability or consequential damages arising directly out of VEDC's negligent acts, errors or omissions in the performance of his/her services under the terms of this Agreement, except to the extent those arise out of the negligence of CITY.

B. CITY agrees to indemnify and hold harmless VEDC, its officers, employees, and designated volunteers from and against any and all losses, defense costs, liability or consequential damages to the extent arising out of CITY'S negligent acts, errors or omissions in the performance of this Agreement.

C. As respects all acts or omissions which do not arise directly out of the performance of services, including but not limited to those acts or omissions normally covered by general and automobile liability insurance, VEDC agrees to indemnify, defend (at CITY's option), and hold harmless CITY, its elected and appointed officers, agents, employees, representatives, and volunteers from and against any and all claims, demands, defense costs, liability, or consequential damages of any kind or nature arising out of or in connection with VEDC's (or VEDC's subcontractors, if any) performance or failure to perform, under the terms of this Agreement; except to the extent those which arise out of the negligence of CITY.

D. Without limiting CITY's right to indemnification, it is agreed that VEDC shall secure prior to commencing any activities under this Agreement, and maintain during the term of this Agreement, insurance coverage as follows:

1. Workers' compensation insurance as required by California statues.

2. Professional liability insurance coverage, in an amount not less than One Million Dollars ($1,000,000).

3. Comprehensive Automobile Liability coverage with a combined single limit of not less than One Million Dollars ($1,000,000) per occurrence. Such insurance shall include coverage for owned, hired, and non-owned automobiles and shall be provided by a business automobile policy.

E. CITY'S Risk Manager is hereby authorized to reduce the requirements set forth above in the event he/she determines that such reduction is in the CITY'S best interest.

F. Each insurance policy required by this Agreement shall contain the following clause:

"This insurance shall not be canceled, limited in scope or coverage, or non-renewed until after thirty (30) days prior written notice has been given to the City Clerk, City of Visalia, 707 W. Acequia, Visalia, CA 93291."

G. Prior to commencing any work under this Agreement, VEDC shall deliver to CITY insurance certificates confirming the existence of the insurance required by this Agreement, and including the applicable clauses referenced above. Within thirty (30) days of the execution date of this Agreement, VEDC shall provide to CITY endorsements to the above-required policies, which add to these policies the applicable clauses referenced above. Said endorsements shall be signed by an authorized representative of the insurance company and shall include the signatory's company affiliation and title. Should it be deemed necessary by CITY, it shall be VEDC's responsibility to see that CITY receives

documentation acceptable to CITY which sustains that the individual signing said endorsements is indeed authorized to do so by the insurance company. CITY has the right to demand, and to receive within a reasonable time period, copies of any insurance policies required under this Agreement.

H. In addition to any other remedies CITY may have if VEDC fails to provide or maintain any insurance policies or policy endorsements to the extent and within the time herein required, CITY may, at its sole option:

1. Obtain such insurance and deduct and retain the amount of the premiums for such insurance from any sums due under the Agreement; or

2. Order VEDC to stop work under this Agreement and/or withhold any payment(s) which become due to VEDC hereunder until VEDC demonstrates compliance with the requirements hereof; or

3. Terminate this Agreement.

Exercise of any of the above remedies, however, is an alternative to other remedies CITY may have and is not the exclusive remedy for VEDC's failure to maintain insurance or secure appropriate endorsements.

Nothing herein contained shall be construed as limiting in any way the extent to which VEDC may be held responsible for payments of damages to persons or property resulting from VEDC's or its subcontractor's performance of the work covered under this Agreement.

XV. NON-DISCRIMINATION

VEDC and all subcontractors shall not discriminate against any employee or applicant for employment on the basis of race, color, national origin, or sex in the performance of this Agreement. The VEDC shall carry out applicable requirements of 49 CFR part 26 in the award and administration of DOT-assisted contracts. Failure by the contractor to carry out these requirements is a material breach of this Agreement, which may result in the termination of this Agreement.

XVI. MISCELLANEOUS PROVISIONS

A. Successors and Assigns: This Agreement shall be binding upon and shall inure to the benefit of any successors to or assigns of the parties.

B. Prohibition of Assignment: Neither the CITY nor VEDC shall assign, delegate or transfer their rights and duties in this Agreement without the written consent of the other party.

C. Dispute/Governing Law: Any dispute not resolvable by informal arbitration between the parties to this Agreement shall be adjudicated in a Court of Law under the laws of the State of California.

D. Notices: Notice shall be sufficient hereunder if personally served upon the City Clerk of the CITY or an officer or principal of the VEDC, or if sent via the United States Postal Service, postage prepaid, addressed as follows:

CITY OF VISALIA
220 N. Santa Fe St.
Visalia, CA 93292
Attention: City Clerk

Visalia EDC
P.O. Box 2722
Visalia, CA 93279
Attention: VEDC Executive Director

E. Jurisdiction/Venue/Waiver Of Removal: This Agreement shall be administered and interpreted under the laws of the State of California. Jurisdiction of litigation arising from this Agreement shall be in that State. Any action brought to interpret or enforce this Agreement, or any of the terms or conditions hereof, shall be brought in Tulare County, California. The VEDC hereby expressly waives any right to remove any action to a county other than Tulare County as permitted pursuant to Section 394 of the California Code of Civil Procedure.

F. Integration/Modification: This Agreement and each of the exhibits referenced herein, which are incorporated by reference, represents the entire understanding of the CITY and the VEDC as to those matters contained herein. No prior oral or written understanding shall be of any force or effect with respect to those matters covered hereunder. This Agreement may not be modified or altered except in writing signed by the CITY and the VEDC.

G. Conflict With Law: If any part of this Agreement is found to be in conflict with applicable laws, such part shall be inoperative, null and void insofar as it is in conflict with said law, but the remainder of the Agreement shall be in full force and effect.

H. Attorney's Fees: In the event either party commences any action, arbitration or legal proceedings for the enforcement of this Agreement, the prevailing party, as determined by the court or arbitrator, shall be entitled to recovery of its attorney's fees and court costs incurred in the action brought thereon.

I. Construction: This Agreement is the product of negotiation and compromise on the part of each party and the parties agree, notwithstanding Civil Code Section 1654, that in the event of uncertainty the language will not be construed against the party causing the uncertainty to exist.

J. Authority: Each signatory to this Agreement represents that it is authorized to enter into this Agreement and to bind the party to which its signature represents.

K. Headings: Section headings are provided for organizational purposes only and do not in any manner affect the scope or intent of the provisions thereunder.

CITY OF VISALIA

_____
City Manager Date

VEDC

_____
Chair of Board Date

Approved as to Form

_____

City Attorney Date

_____

Risk Manager Date

Visalia City Council

Staff Report

File #: 22-0229 **Agenda Date:** 6/20/2022 **Agenda #:** 8.

Agenda Item Wording:
Accept the City of Visalia Cash and Investment report for the third quarter of the fiscal year which consists of months January, February, and March 2022.
Deadline for Action: 6/20/2022

Submitting Department: Finance and Technology Services

Contact Name and Phone Number: Jason Montgomery, 4425

Department Recommendation:
Staff recommends that Council accept the City of Visalia Cash and Investment Report for the third quarter of the fiscal year which consists of months January, February, and March 2022.

Background Discussion:
The City accumulates significant cash assets before they are spent on a variety of governmental operations. For example, several large capital projects have accumulated substantial cash as they approach the start of the projects in the near future, or in some cases, have already begun. Some of these projects are Cape Seal of various streets and the major rehabs of the 198/Akers interchange and Caldwell Avenue from Akers to Shady.

The quarterly investment report is intended to inform the City Council and community about the status of City investments, and holds staff accountable for the investment and management of these funds.

City Investment Policy
The City's investments are diversified by the various maturities and credit types which are allowed under the City's Investment Policy and California Government Code Section 53600 et seq. It is the policy of the City to invest public funds in a manner which will provide the greatest security with the maximum investment return while meeting the daily cash flow demands of the City and conforming to all state and local statutes governing the investment of public funds.

The City continues to be conservative and prudent with the investment objectives, which in order of priority is safety, liquidity, and yield, while maintaining compliance with federal, state, and local laws and regulations. These investments will enable the City to meet expenditure requirements for the next six months, as required by state law.

Economic Outlook
At March 31, 2022, the national unemployment rate continued to improve and was at 3.6%. The Consumer Price Index climbed to 8.54%, a continued increase from the December 2021 rate of 7.04%. At its May 4, 2022 meeting, the Federal Open Market Committee (FOMC) raised the Federal Funds Rate (the rate at which institutions borrow and lend overnight funds to each other) by 50 basis

points to the current range of .75% to 1.00% as they stated, “Although overall economic activity edged down in the first quarter, household spending and business fixed investment remained strong. Job gains have been robust in recent months, and the unemployment rate has declined substantially. Inflation remains elevated, reflecting supply and demand imbalances related to the pandemic, higher energy prices, and broader price pressures.”

Movements of the Federal Funds Rate are closely linked to Treasury Security rates; as the Federal Funds Rate increases, typically so do Treasury Security rates. Treasury Securities are investments that the City can purchase and are key benchmarks for other financial assets that the City can purchase (i.e.: Federal Agency’s). Table 1 shows the rate comparison of the Federal Funds Rate and short term Treasury Securities between the second and third quarter of the current fiscal year and May 2022. Recently, rates have been increasing across all maturity ranges. The City has begun purchasing more longer term maturities to lock in higher interest rates but will continue to remain laddered across all maturities to ensure funds are available for future increases anticipated to be implemented by the FOMC.

Table 1

	December (2nd Quar	March 20 (3rd Quar	May 202
Federal Funds Rate	0% - 0.25%	0.25% - 0.50%	0.75% - 1.
6 month Treasury	0.18%	1.01%	1.56%
1 year Treasury	0.38%	1.60%	2.05%
2 year Treasury	0.73%	2.33%	2.56%
3 year Treasury	0.96%	2.51%	2.72%
4 year Treasury	1.11%	2.49%	2.77%
5 year Treasury	1.26%	2.46%	2.82%

Portfolio Performance

The March 31, 2022 investment portfolio managed balance was **$426,160,929.**
The earnings rate as of March 31, 2022 was **.98%.** Key benchmarks and performance statistics for the City’s portfolio are shown in Table II, Managed Portfolio Performance Statistics.

Table II: Managed Portfolio Performance Statistics (dollars in millions)

Quarter Ending	Portfolio Balance	City Month Portfolio Ra	LAIF & CAM Balance	LAIF Rate	2 YR Treasur	Weighted Average Matu (WAM)
December 2021	$416.5	0.75%	$106.9	0.21%	0.73%	526 Days
March 2022	$426.2	0.98%	$73.0	0.29%	2.33%	622 Days
Fiscal Year Avera 2021/2022	**$406.8**	**0.78%**		**0.23%**		

Future Management

The City manages the portfolio partly by considering the weighted average maturity (WAM) based upon management’s expectations for rising, neutral or declining interest rates. Usually, the longer an investment’s maturity, the higher the interest rate will be. However, the longer the maturity, the more at risk the portfolio is to market gains or losses due to interest rate changes.

As a result, the City has a target WAM based upon expected interest rate environments as shown on Table III, Target Weighted Average Maturity (WAM) Based on Interest Rate Expectations.

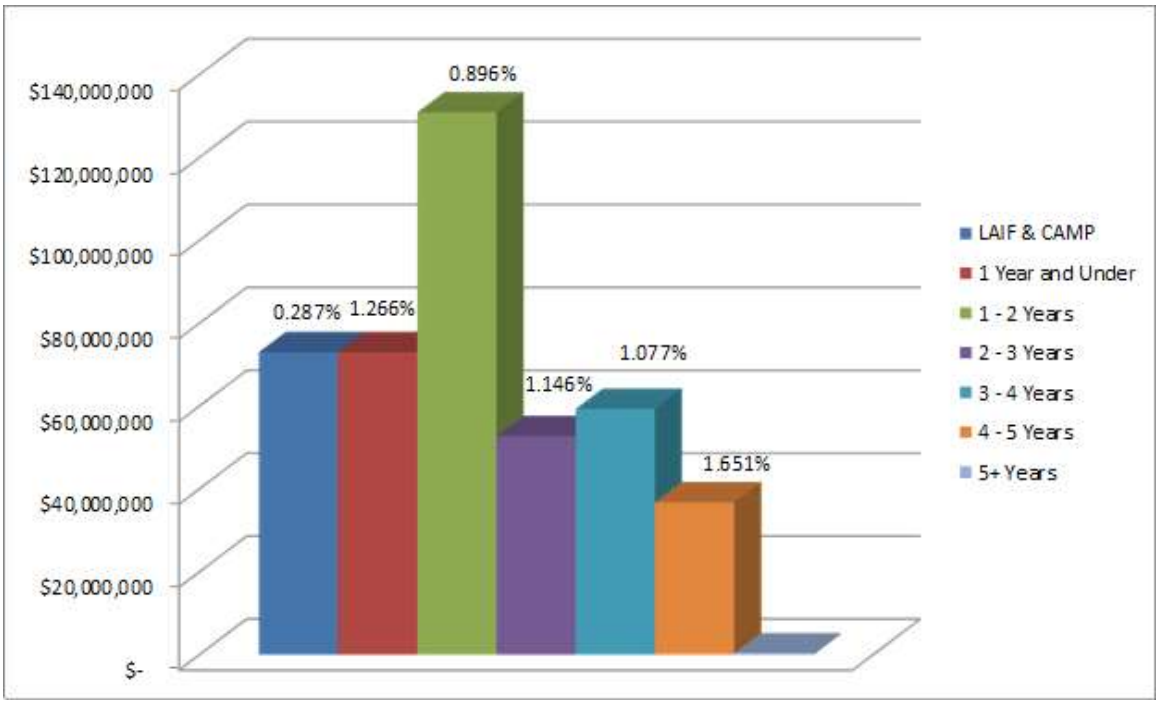
Table III
Target Weighted Average Maturi
Based Upon Interest Rate Expec

Forecasted Inte Rate Environm	Target WA (Years)
Rising	0.50
Neutral	1.50
Declining	2.50

At the end of March 31, 2022, the portfolio WAM was 622 days or 1.71 years.

Charts I and II show the portfolio ladder and distribution as of March 31, 2022.

Chart I
Maturity Ladder



- Note: Percent above each bar represents the average interest earnings rate for that maturity level

Chart II
Maturity Distribution

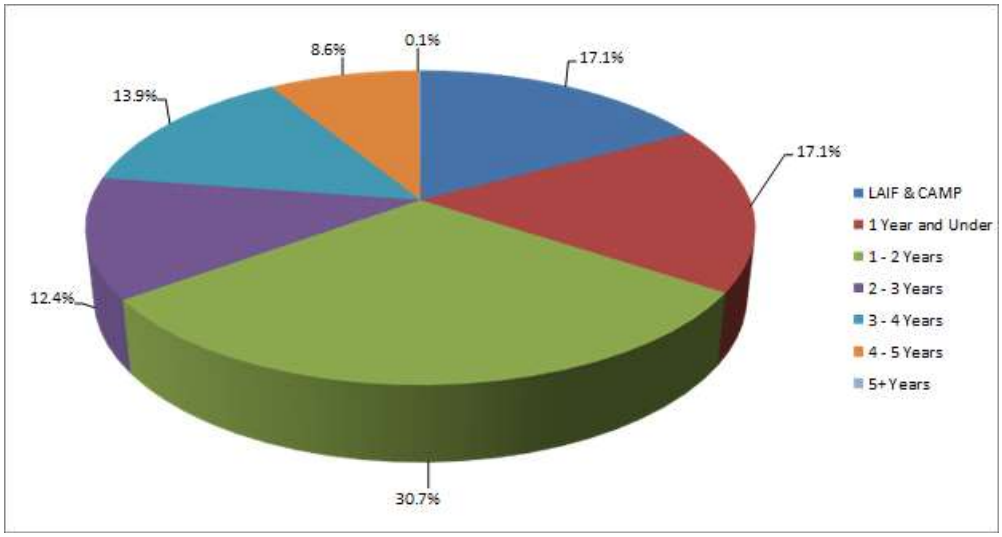


Table IV: 3rd Quarter Investment Activity, shows investment activity for the quarter (January 2022 - March 2022).

Table IV: 3rd Quarter Investment Activity

TYPE	YIELD	COUPON	AMOUNT	PUR
Maturities				
Federal National Mortgage Assn	0.37%	0.00%	2,000,000	05/2022
John Deere Capital Corp	0.20%	2.20%	2,000,000	10/2022
Federal National Mortgage Assn	0.25%	0.25%	5,000,000	11/2022
Federal Home Loan Mortgage Corp	0.25%	0.25%	2,000,000	13/2022
U.S. Treasury	Treasury	0.00%	2,000,000	28/2022
U.S. Treasury	Treasury	0.75%	2,000,000	28/2022
Federal Home Loan Mortgage Corp	0.25%	0.25%	1,000,000	11/2023
Federal Home Loan Mortgage Corp	0.25%	0.25%	2,000,000	15/2023
U.S. Treasury	Treasury	0.38%	3,000,000	31/2022
			22,000,000	
Purchases				
Federal National Mortgage Assn	0.37%	0.25%	2,200,000	22/2022
Federal National Mortgage Assn	0.25%	0.25%	2,000,000	27/2022
Federal Home Loan Mortgage Corp	0.75%	0.75%	3,000,000	12/2022
Los Angeles Schools	0.54%	0.54%	5,000,000	15/2022
CA ST Department of Water	0.65%	0.65%	5,000,000	01/2024
U.S. Treasury	Treasury	0.00%	3,000,000	30/2022
Federal Home Loan Mortgage Corp	0.25%	0.25%	3,000,000	21/2022
CA State University	0.91%	0.88%	2,555,000	01/2023
CA ST Department of Water	0.51%	0.51%	5,000,000	01/2022
Federal Home Loan Mortgage Corp	0.25%	0.25%	2,000,000	05/2023
Federal Farm Credit	0.38%	0.38%	2,000,000	23/2022
Bank of NY Mellon Corporate	0.10%	3.50%	3,000,000	24/2022
Federal Home Loan Mortgage Corp	0.38%	0.38%	3,000,000	05/2023
Federal Farm Credit	0.38%	0.38%	3,000,000	23/2023
Federal Home Loan Mortgage Corp	0.38%	0.38%	3,000,000	05/2023
Toyota Motor Credit Corp	0.80%	0.80%	5,000,000	13/2022
Los Angeles Community College	0.62%	0.62%	5,000,000	01/2024
U.S. Treasury	Treasury	0.63%	5,000,000	31/2023
U.S. Treasury	Treasury	0.88%	2,000,000	28/2023
University of California	0.96%	0.96%	1,360,000	15/2023
U.S. Treasury	Treasury	0.63%	5,000,000	31/2023
			76,315,000	

Fiscal Impact:
n/a

Prior Council Action: City of Visalia Cash and Investment Reports are reviewed and accepted quarterly.

Other: n/a

Alternatives: n/a

Recommended Motion (and Alternative Motions if expected):
Move to accept the City of Visalia Cash and Investment Report for the third quarter of the fiscal year which consists of months January, February, and March 2022.
Environmental Assessment Status: n/a

CEQA Review: n/a

Attachments: Attachment #1, City of Visalia Cash and Investment Summary
Attachment #2, City of Visalia Investment Report by Maturity Date

Attachment #1

City of Visalia
Cash and Investment Summary
Quarter Ended March 31, 2022

Security Investments	Par Value	Book Value	Market Value	% of Portfolio	Yield
Medium-Term Corporate Bonds	$ 78,926,000	$ 81,082,984	$ 77,629,661	18.22%	
Agency's	147,236,000	149,005,752	144,112,472	33.82%	
U.S. Treasury's	56,000,000	55,885,870	54,725,250	12.84%	
Municipal Bonds	78,215,000	79,312,817	76,309,769	17.91%	
Total Security Investments	**$ 360,377,000**	**$ 365,287,423**	**$ 352,777,152**	**82.78%**	
Other Investments					
Local Agency Investment Fund (LAIF)	$ 52,794,044	$ 52,794,044	$ 52,794,044	12.39%	
Local Agency Investment Fund (LAIF) - COVID	14,702,396	14,702,396	14,702,396	3.45%	
California Asset Management Program (CAMP)	5,509,714	5,509,714	5,509,714	1.29%	
Local Bonds	377,623	377,623	377,623	0.09%	
Total Other Investments	**$ 73,383,777**	**$ 73,383,777**	**$ 73,383,777**	**17.22%**	
Total Investments	**$ 433,760,777**	**$ 438,671,200**	**$ 426,160,929**	**100.0%**	**0.98%**

Cash with Fiscal Agents	
US Bank 2014 COP (Convention Center Refinancing)	$ 1
US Bank 2015 COP (VECC Loan)	8,669
US Bank 2003 East Visalia RDA	271,573
US Bank - Custodial Account	3,105,031
Accel (Workers Comp Excess Liability Deposit)	113,170
Delta Dental (Dental Prefunding)	60,700
Vision (Vision Prefunding)	11,210
Keenan & Associates (Workers Comp Prefunding)	216,049
Total Cash with Fiscal Agents	**$ 3,786,403**
Cash in Banks and Other Cash	
Citizens Business Bank (Sweep and Operating)-estimate	$ 3,993,606
Petty Cash - Various City Offices	11,690
Total Cash in Banks and Other Cash	**$ 4,005,296**
Total Cash and Investments	**$ 433,952,628**

Attachment #2

City of Visalia
Investment Report
By Maturity Date
03/31/2022

Investments	Type	Par Value	Book Value	Market Value	Coupon	Yield	% of Portfolio	Maturity	S&P/Moody's Credit Rating	Days to Maturity
CA State High Speed Passenger Train	Muni	$ 2,000,000.00	$ 2,032,980.00	$ 2,000,000.00	2.37%	2.25%	0.47%	04/01/22	AA-	*1*
CA State High Speed Passenger Train	Muni	$ 3,255,000.00	$ 3,308,674.95	$ 3,255,000.00	2.37%	2.65%	0.76%	04/01/22	AA-	*1*
CA State High Speed Passenger Train	Muni	$ 1,500,000.00	$ 1,524,735.00	$ 1,500,000.00	2.37%	2.60%	0.35%	04/01/22	AA-	*1*
CA State	Muni	$ 2,000,000.00	$ 2,032,720.00	$ 2,000,000.00	2.35%	1.85%	0.47%	04/01/22	AA-	*1*
Federal National Mortgage Association	Agency	$ 2,000,000.00	$ 2,027,340.00	$ 2,000,380.00	1.88%	1.96%	0.47%	04/05/22	AA+	*5*
Toyota Motor Credit	Corporate	$ 1,551,000.00	$ 1,580,624.10	$ 1,551,511.83	2.65%	2.80%	0.36%	04/12/22	A+	*12*
CA State Department Power	Muni	$ 2,000,000.00	$ 2,030,180.00	$ 2,001,600.00	2.00%	2.78%	0.47%	05/01/22	AA+	*31*
Federal Farm Credit	Agency	$ 3,000,000.00	$ 3,004,290.00	$ 3,000,000.00	0.25%	0.14%	0.70%	05/06/22	AA+	*36*
U.S. Bank NA	Corporate	$ 2,000,000.00	$ 2,039,740.00	$ 2,002,040.00	2.65%	0.94%	0.47%	05/23/22	AA-	*53*
Federal Farm Credit	Agency	$ 1,625,000.00	$ 1,647,311.25	$ 1,628,412.50	1.48%	0.12%	0.38%	06/29/22	AA+	*90*
U.S. Bancorp	Corporate	$ 2,000,000.00	$ 2,051,940.00	$ 2,007,180.00	2.95%	0.57%	0.47%	07/15/22	A	*106*
Wells Fargo & Company	Corporate	$ 3,000,000.00	$ 3,075,090.00	$ 3,010,650.00	2.63%	1.60%	0.71%	07/22/22	BBB+	*113*
Suntrust Bank - Atlanta	Corporate	$ 3,000,000.00	$ 3,064,890.00	$ 3,008,220.00	2.45%	0.19%	0.71%	08/01/22	A	*123*
Federal National Mortgage Association	Agency	$ 3,000,000.00	$ 3,044,190.00	$ 3,005,520.00	1.38%	0.16%	0.71%	09/06/22	AA+	*159*
JP Morgan Chase Co.	Corporate	$ 1,100,000.00	$ 1,139,655.00	$ 1,109,471.00	3.25%	1.92%	0.26%	09/23/22	A-	*176*
CA State	Muni	$ 2,000,000.00	$ 2,057,400.00	$ 2,013,040.00	2.50%	2.78%	0.47%	10/01/22	AA-	*184*
CA State	Muni	$ 2,250,000.00	$ 2,314,575.00	$ 2,264,670.00	2.50%	0.95%	0.53%	10/01/22	AA-	*184*
Federal National Mortgage Association	Agency	$ 2,000,000.00	$ 2,046,040.00	$ 2,008,480.00	2.00%	2.03%	0.47%	10/05/22	AA+	*188*
Federal Farm Credit	Agency	$ 3,000,000.00	$ 3,001,320.00	$ 2,983,350.00	0.16%	0.16%	0.70%	10/13/22	AA+	*196*
Toyota Motor Credit	Corporate	$ 3,000,000.00	$ 3,004,200.00	$ 2,981,580.00	0.35%	0.18%	0.70%	10/14/22	A+	*197*
Federal Farm Credit	Agency	$ 2,000,000.00	$ 2,057,080.00	$ 2,015,180.00	2.33%	2.34%	0.47%	10/18/22	AA+	*201*
CA State	Muni	$ 3,000,000.00	$ 3,111,270.00	$ 3,029,040.00	3.00%	0.25%	0.71%	11/01/22	AA-	*215*
Federal Home Loan Bank	Agency	$ 2,000,000.00	$ 2,066,640.00	$ 2,015,280.00	2.50%	2.21%	0.47%	12/09/22	AA+	*253*
Federal Home Loan Bank	Agency	$ 2,000,000.00	$ 2,080,920.00	$ 2,022,280.00	3.00%	2.64%	0.47%	12/09/22	AA+	*253*
U.S. Bank NA	Corporate	$ 3,000,000.00	$ 3,071,970.00	$ 3,008,400.00	1.95%	1.42%	0.71%	01/09/23	AA-	*284*
Bank of America	Corporate	$ 3,000,000.00	$ 3,131,250.00	$ 3,033,240.00	3.30%	2.00%	0.71%	01/11/23	A-	*286*
U.S. Treasury	Treasury	$ 2,000,000.00	$ 2,041,171.88	$ 1,999,760.00	1.50%	0.09%	0.47%	01/15/23	Aaa	*290*
U.S. Treasury	Treasury	$ 2,000,000.00	$ 2,058,515.63	$ 2,006,800.00	2.00%	0.11%	0.47%	02/15/23	Aaa	*321*
U.S. Treasury	Treasury	$ 2,000,000.00	$ 1,997,500.00	$ 1,973,120.00	0.13%	0.15%	0.46%	02/28/23	Aaa	*334*
Caterpillar Financial Service	Corporate	$ 2,575,000.00	$ 2,671,073.25	$ 2,591,016.50	2.63%	0.55%	0.61%	03/01/23	A	*335*
Federal Home Loan Bank	Agency	$ 2,000,000.00	$ 2,077,440.00	$ 2,015,660.00	2.50%	2.71%	0.47%	03/10/23	AA+	*344*
U.S. Treasury	Treasury	$ 2,000,000.00	$ 2,012,656.25	$ 1,978,120.00	0.50%	0.11%	0.46%	03/15/23	Aaa	*349*
Federal Farm Credit	Agency	$ 2,000,000.00	$ 2,088,020.00	$ 2,020,980.00	2.70%	2.72%	0.47%	04/11/23	AA+	*376*
WalMart Inc.	Corporate	$ 1,000,000.00	$ 1,036,930.00	$ 1,005,990.00	2.55%	0.52%	0.24%	04/11/23	AA	*376*
U.S. Treasury	Treasury	$ 2,000,000.00	$ 2,004,453.13	$ 1,969,300.00	0.25%	0.12%	0.46%	04/15/23	Aaa	*380*
Bank of New York Mellon Corp.	Corporate	$ 1,000,000.00	$ 1,058,090.00	$ 1,013,510.00	3.50%	0.55%	0.24%	04/28/23	A	*393*
U.S. Treasury	Treasury	$ 2,000,000.00	$ 1,997,656.25	$ 1,964,680.00	0.13%	0.20%	0.46%	04/30/23	Aaa	*395*
U.S. Treasury	Treasury	$ 2,000,000.00	$ 2,050,620.00	$ 1,996,400.00	1.63%	0.16%	0.47%	04/30/23	Aaa	*395*
Federal Farm Credit	Agency	$ 2,000,000.00	$ 2,101,320.00	$ 2,027,720.00	3.00%	2.73%	0.48%	05/02/23	AA+	*397*
Federal Home Loan Mortgage Corporation	Agency	$ 2,000,000.00	$ 1,978,886.00	$ 1,968,900.00	0.38%	1.24%	0.46%	05/05/23	AA+	*400*
Federal Home Loan Mortgage Corporation	Agency	$ 3,000,000.00	$ 2,972,262.00	$ 2,953,350.00	0.38%	1.17%	0.69%	05/05/23	AA+	*400*
U.S. Treasury	Treasury	$ 2,000,000.00	$ 2,056,260.00	$ 1,997,340.00	1.75%	0.14%	0.47%	05/15/23	Aaa	*410*
University of California Revenue	Muni	$ 4,360,000.00	$ 4,295,036.00	$ 4,280,648.00	0.37%	1.70%	1.00%	05/15/23	AA-	*410*
Federal National Mortgage Association	Agency	$ 2,200,000.00	$ 2,187,352.20	$ 2,157,870.00	0.25%	0.68%	0.51%	05/22/23	AA+	*417*
Federal Farm Credit	Agency	$ 2,000,000.00	$ 1,977,912.00	$ 1,964,780.00	0.38%	1.25%	0.46%	05/23/23	AA+	*418*
Federal Farm Credit	Agency	$ 3,000,000.00	$ 2,969,928.00	$ 2,947,170.00	0.38%	1.20%	0.69%	05/23/23	AA+	*418*
U.S. Treasury	Treasury	$ 2,000,000.00	$ 1,997,265.63	$ 1,959,140.00	0.13%	0.21%	0.46%	05/31/23	Aaa	*426*
U.S. Treasury	Treasury	$ 2,000,000.00	$ 2,052,820.00	$ 1,993,600.00	1.63%	0.18%	0.47%	05/31/23	Aaa	*426*
Federal Home Loan Bank	Agency	$ 2,000,000.00	$ 1,994,940.00	$ 1,956,220.00	0.13%	0.16%	0.46%	06/02/23	AA+	*428*
Federal Farm Credit	Agency	$ 3,000,000.00	$ 2,991,933.00	$ 2,945,100.00	0.35%	0.54%	0.69%	06/08/23	AA+	*434*
U.S. Treasury	Treasury	$ 2,000,000.00	$ 2,000,160.00	$ 1,960,940.00	0.25%	0.15%	0.46%	06/15/23	Aaa	*441*
Federal Home Loan Mortgage Corporation	Agency	$ 2,000,000.00	$ 2,098,380.00	$ 2,018,260.00	2.75%	0.16%	0.47%	06/19/23	AA+	*445*
Federal Home Loan Mortgage Corporation	Agency	$ 3,000,000.00	$ 3,099,504.00	$ 3,027,390.00	2.75%	0.52%	0.71%	06/19/23	AA+	*445*
Federal Home Loan Mortgage Corporation	Agency	$ 2,965,000.00	$ 2,964,940.70	$ 2,902,379.20	0.25%	0.19%	0.68%	06/26/23	AA+	*452*
U.S. Bank NA	Corporate	$ 2,000,000.00	$ 2,119,420.00	$ 2,026,740.00	3.40%	1.05%	0.48%	07/24/23	AA-	*480*
U.S. Treasury	Treasury	$ 2,000,000.00	$ 1,995,937.50	$ 1,949,620.00	0.13%	0.24%	0.46%	07/31/23	Aaa	*487*
CA State	Muni	$ 2,940,000.00	$ 3,124,220.40	$ 2,991,244.20	3.40%	3.05%	0.70%	08/01/23	AA-	*488*
San Diego Community College District	Muni	$ 3,375,000.00	$ 3,490,492.50	$ 3,368,283.75	2.00%	0.43%	0.79%	08/01/23	AAA	*488*
Bank of New York Mellon Corp.	Corporate	$ 1,000,000.00	$ 1,065,040.00	$ 1,013,400.00	3.45%	1.87%	0.24%	08/11/23	A	*498*
Federal Home Loan Mortgage Corporation	Agency	$ 2,000,000.00	$ 1,999,780.00	$ 1,949,040.00	0.25%	0.20%	0.46%	08/24/23	AA+	*511*
Federal Home Loan Bank	Agency	$ 3,000,000.00	$ 2,994,399.00	$ 2,918,670.00	0.13%	0.22%	0.68%	08/28/23	AA+	*515*
Federal Home Loan Bank	Agency	$ 3,000,000.00	$ 2,994,258.00	$ 2,917,170.00	0.13%	0.22%	0.68%	09/08/23	AA+	*526*
Federal Home Loan Bank	Agency	$ 2,000,000.00	$ 2,090,580.00	$ 2,007,100.00	2.38%	1.58%	0.47%	09/08/23	AA+	*526*
Federal National Mortgage Association	Agency	$ 2,000,000.00	$ 2,114,000.00	$ 2,020,280.00	2.88%	2.36%	0.47%	09/12/23	AA+	*530*
Federal Farm Credit	Agency	$ 2,500,000.00	$ 2,494,525.00	$ 2,434,400.00	0.22%	0.25%	0.57%	09/22/23	AA+	*540*
U.S. Treasury	Treasury	$ 2,000,000.00	$ 1,999,687.50	$ 1,944,460.00	0.25%	0.26%	0.46%	09/30/23	Aaa	*548*
CA State	Muni	$ 2,000,000.00	$ 2,082,200.00	$ 2,001,400.00	2.25%	3.15%	0.47%	10/01/23	AA-	*549*
CA State	Muni	$ 2,500,000.00	$ 2,602,750.00	$ 2,501,750.00	2.25%	1.00%	0.59%	10/01/23	AA-	*549*
Federal Farm Credit	Agency	$ 3,000,000.00	$ 2,981,178.00	$ 2,921,040.00	0.29%	0.64%	0.69%	10/12/23	AA+	*560*
Federal Home Loan Mortgage Corporation	Agency	$ 3,000,000.00	$ 2,980,611.00	$ 2,908,110.00	0.13%	0.46%	0.68%	10/16/23	AA+	*564*
CA State	Muni	$ 1,500,000.00	$ 1,589,310.00	$ 1,517,085.00	3.00%	0.35%	0.36%	11/01/23	AA-	*580*
Federal Home Loan Mortgage Corporation	Agency	$ 3,000,000.00	$ 2,943,600.00	$ 2,909,580.00	0.25%	1.39%	0.68%	11/06/23	AA+	*585*
Bristol-Myers Squibb Co.	Corporate	$ 3,000,000.00	$ 3,003,600.00	$ 2,916,360.00	0.54%	0.19%	0.68%	11/13/23	A+	*592*
U.S. Treasury	Treasury	$ 2,000,000.00	$ 1,984,921.88	$ 1,937,960.00	0.25%	0.65%	0.45%	11/15/23	Aaa	*594*
Federal Farm Credit	Agency	$ 3,000,000.00	$ 2,988,627.00	$ 2,925,240.00	0.55%	0.75%	0.69%	11/24/23	AA+	*603*
Federal National Mortgage Association	Agency	$ 2,200,000.00	$ 2,173,470.20	$ 2,131,228.00	0.25%	0.90%	0.50%	11/27/23	AA+	*606*
U.S. Treasury	Treasury	$ 2,000,000.00	$ 1,993,828.13	$ 1,943,980.00	0.50%	0.66%	0.46%	11/30/23	Aaa	*609*
Federal Home Loan Mortgage Corporation	Agency	$ 2,000,000.00	$ 1,997,680.00	$ 1,935,880.00	0.25%	0.21%	0.45%	12/04/23	AA+	*613*
Federal Home Loan Bank	Agency	$ 2,000,000.00	$ 2,147,020.00	$ 2,035,060.00	3.38%	2.68%	0.48%	12/08/23	AA+	*617*
U.S. Treasury	Treasury	$ 2,000,000.00	$ 1,978,593.75	$ 1,929,380.00	0.13%	0.67%	0.45%	12/15/23	Aaa	*624*
Federal Home Loan Bank	Agency	$ 3,000,000.00	$ 2,992,581.00	$ 2,916,060.00	0.63%	0.75%	0.68%	12/22/23	AA+	*631*
U.S. Treasury	Treasury	$ 2,000,000.00	$ 2,077,812.50	$ 2,012,740.00	2.63%	0.68%	0.47%	12/31/23	Aaa	*640*

City of Visalia
Investment Report
By Maturity Date
03/31/2022 (cont.)

City of Oakland	Muni	$ 3,435,000.00	$ 3,496,417.80	$ 3,384,849.00	1.58%	1.56%	0.79%	01/15/24	AA	***655***
Bank of America	Corporate	$ 3,000,000.00	$ 3,266,340.00	$ 3,079,170.00	4.13%	0.44%	0.72%	01/22/24	A-	***662***
U.S. Bancorp	Corporate	$ 2,500,000.00	$ 2,692,025.00	$ 2,554,300.00	3.70%	1.32%	0.60%	01/30/24	A+	***670***
Federal National Mortgage Association	Agency	$ 2,000,000.00	$ 2,109,620.00	$ 2,008,740.00	2.50%	1.76%	0.47%	02/05/24	AA+	***676***
Federal Farm Credit	Agency	$ 2,000,000.00	$ 1,992,460.00	$ 1,929,100.00	0.25%	0.29%	0.45%	02/26/24	AA+	***697***
Federal Home Loan Bank	Agency	$ 2,000,000.00	$ 2,077,400.00	$ 1,982,960.00	1.88%	1.46%	0.47%	03/08/24	AA+	***708***
Federal Farm Credit	Agency	$ 2,000,000.00	$ 1,993,580.00	$ 1,928,020.00	0.30%	0.31%	0.45%	03/18/24	AA+	***718***
Federal Home Loan Bank	Agency	$ 2,000,000.00	$ 2,139,740.00	$ 2,018,500.00	2.88%	1.85%	0.47%	06/14/24	AA+	***806***
Toyota Motor Credit	Corporate	$ 3,000,000.00	$ 2,992,962.00	$ 2,856,360.00	0.50%	0.59%	0.67%	06/14/24	A+	***806***
Federal Home Loan Mortgage Corporation	Agency	$ 3,750,000.00	$ 3,722,925.00	$ 3,592,387.50	0.38%	0.38%	0.84%	06/28/24	AA+	***820***
Federal National Mortgage Association	Agency	$ 2,000,000.00	$ 2,079,280.00	$ 1,972,480.00	1.75%	1.68%	0.46%	07/02/24	AA+	***824***
American Honda Finance Corp.	Corporate	$ 2,500,000.00	$ 2,491,900.00	$ 2,384,225.00	0.55%	0.71%	0.56%	07/12/24	A-	***834***
Federal Home Loan Bank	Agency	$ 2,000,000.00	$ 2,063,460.00	$ 1,957,540.00	1.50%	1.45%	0.46%	08/15/24	AA+	***868***
City of Berkeley	Muni	$ 800,000.00	$ 864,088.00	$ 815,552.00	3.50%	1.95%	0.19%	09/01/24	AA+	***885***
Federal Home Loan Bank	Agency	$ 2,000,000.00	$ 2,148,580.00	$ 2,019,100.00	2.88%	1.64%	0.47%	09/13/24	AA+	***897***
Toyota Motor Credit	Corporate	$ 3,000,000.00	$ 2,965,992.00	$ 2,850,930.00	0.63%	1.04%	0.67%	09/13/24	A+	***897***
Federal National Mortgage Association	Agency	$ 3,000,000.00	$ 3,076,512.00	$ 2,939,460.00	1.63%	0.75%	0.69%	10/15/24	AA+	***929***
Bank of New York Mellon Corp.	Corporate	$ 3,000,000.00	$ 3,143,730.00	$ 2,959,140.00	2.10%	0.52%	0.69%	10/24/24	A	***938***
Bank of New York Mellon Corp.	Corporate	$ 3,000,000.00	$ 3,013,239.00	$ 2,959,140.00	2.10%	1.93%	0.69%	10/24/24	A	***938***
CA State Department Water	Muni	$ 5,000,000.00	$ 4,852,600.00	$ 4,734,600.00	0.51%	1.59%	1.11%	12/01/24	AAA	***976***
Federal Home Loan Bank	Agency	$ 2,000,000.00	$ 2,147,380.00	$ 2,015,040.00	2.75%	1.48%	0.47%	12/13/24	AA+	***988***
State Street Corp.	Corporate	$ 3,000,000.00	$ 3,265,230.00	$ 3,029,760.00	3.30%	0.64%	0.71%	12/16/24	A	***991***
Federal National Mortgage Association	Agency	$ 2,000,000.00	$ 2,070,580.00	$ 1,952,580.00	1.63%	0.36%	0.46%	01/07/25	AA+	***1013***
U.S. Treasury	Treasury	$ 2,000,000.00	$ 2,054,920.00	$ 1,938,440.00	1.38%	0.52%	0.45%	01/31/25	Aaa	***1037***
Federal Home Loan Mortgage Corporation	Agency	$ 3,000,000.00	$ 3,074,400.00	$ 2,916,210.00	1.50%	0.74%	0.68%	02/12/25	AA+	***1049***
Toyota Motor Credit	Corporate	$ 5,000,000.00	$ 4,929,700.00	$ 4,853,800.00	1.80%	2.30%	1.14%	02/13/25	A+	***1050***
U.S. Treasury	Treasury	$ 2,000,000.00	$ 2,100,000.00	$ 1,971,880.00	2.00%	0.52%	0.46%	02/15/25	Aaa	***1052***
U.S. Treasury	Treasury	$ 5,000,000.00	$ 5,037,700.00	$ 5,016,000.00	2.63%	2.36%	1.18%	03/31/25	Aaa	***1096***
Federal National Mortgage Association	Agency	$ 2,000,000.00	$ 1,997,540.00	$ 1,888,720.00	0.63%	0.59%	0.44%	04/22/25	AA+	***1118***
Federal Home Loan Bank	Agency	$ 2,000,000.00	$ 2,008,000.00	$ 1,885,040.00	0.63%	0.52%	0.44%	06/13/25	AA+	***1170***
Federal National Mortgage Association	Agency	$ 2,000,000.00	$ 1,987,480.00	$ 1,874,420.00	0.50%	0.46%	0.44%	06/17/25	AA+	***1174***
Los Angeles School District	Muni	$ 3,345,000.00	$ 3,363,966.15	$ 3,173,167.35	1.25%	1.09%	0.74%	07/01/25	Aa3	***1188***
JP Morgan Chase Co.	Corporate	$ 1,450,000.00	$ 1,603,859.50	$ 1,488,294.50	3.90%	1.07%	0.35%	07/15/25	A-	***1202***
Federal Home Loan Mortgage Corporation	Agency	$ 2,996,000.00	$ 2,953,816.32	$ 2,790,324.60	0.38%	0.46%	0.65%	07/21/25	AA+	***1208***
Los Angeles Commty College	Muni	$ 5,000,000.00	$ 4,964,700.00	$ 4,689,800.00	0.77%	0.97%	1.10%	08/01/25	AA+	***1219***
Federal Home Loan Bank	Agency	$ 3,000,000.00	$ 3,044,928.00	$ 2,922,870.00	1.75%	1.33%	0.69%	09/12/25	AA+	***1261***
Los Angeles School District	Muni	$ 5,000,000.00	$ 4,993,750.00	$ 4,774,850.00	1.54%	1.58%	1.12%	09/15/25	A+	***1264***
Federal Home Loan Mortgage Corporation	Agency	$ 2,000,000.00	$ 1,968,700.00	$ 1,856,240.00	0.38%	0.44%	0.44%	09/23/25	AA+	***1272***
Federal Home Loan Mortgage Corporation	Agency	$ 2,000,000.00	$ 1,959,600.00	$ 1,856,240.00	0.38%	0.90%	0.44%	09/23/25	AA+	***1272***
Federal Home Loan Mortgage Corporation	Agency	$ 2,000,000.00	$ 1,978,820.00	$ 1,861,460.00	0.55%	0.55%	0.44%	09/30/25	AA+	***1279***
Procter & Gamble Co.	Corporate	$ 3,000,000.00	$ 2,982,369.00	$ 2,782,110.00	0.55%	0.69%	0.65%	10/29/25	AA-	***1308***
CA State	Muni	$ 2,000,000.00	$ 2,176,040.00	$ 2,017,820.00	3.00%	0.70%	0.47%	11/01/25	AA-	***1311***
CA State University	Muni	$ 5,555,000.00	$ 5,405,959.35	$ 5,156,595.40	0.89%	1.63%	1.21%	11/01/25	AA-	***1311***
Federal National Mortgage Association	Agency	$ 2,000,000.00	$ 1,976,260.00	$ 1,861,960.00	0.50%	0.68%	0.44%	11/07/25	AA+	***1317***
Federal National Mortgage Association	Agency	$ 2,000,000.00	$ 1,952,101.62	$ 1,861,960.00	0.50%	1.13%	0.44%	11/07/25	AA+	***1317***
U.S. Bancorp	Corporate	$ 3,000,000.00	$ 3,399,450.00	$ 3,099,780.00	3.95%	0.75%	0.73%	11/17/25	A+	***1327***
John Deere Capital Corp.	Corporate	$ 3,000,000.00	$ 2,994,723.00	$ 2,780,340.00	0.70%	0.74%	0.65%	01/15/26	A	***1386***
Charles Schwab Corp.	Corporate	$ 4,000,000.00	$ 3,969,040.00	$ 3,698,080.00	0.90%	1.04%	0.87%	03/11/26	A	***1441***
CA State	Muni	$ 3,400,000.00	$ 3,650,002.00	$ 3,384,054.00	2.65%	0.97%	0.79%	04/01/26	AA-	***1462***
Amazon.Com Inc.	Corporate	$ 3,000,000.00	$ 3,000,600.00	$ 2,815,260.00	1.00%	1.02%	0.66%	05/12/26	AA	***1503***
John Deere Capital Corp.	Corporate	$ 1,250,000.00	$ 1,258,312.50	$ 1,159,662.50	1.05%	0.91%	0.27%	06/17/26	A	***1539***
U.S. Treasury	Treasury	$ 3,000,000.00	$ 2,906,512.50	$ 2,801,940.00	0.88%	1.61%	0.66%	06/30/26	Aaa	***1552***
U.S. Treasury	Treasury	$ 5,000,000.00	$ 4,600,390.63	$ 4,613,650.00	0.63%	2.58%	1.08%	07/31/26	Aaa	***1583***
Los Angeles Commty College	Muni	$ 2,000,000.00	$ 1,900,840.00	$ 1,870,660.00	1.17%	2.38%	0.44%	08/01/26	AA+	***1584***
Federal Home Loan Bank	Agency	$ 3,000,000.00	$ 3,107,400.00	$ 2,923,260.00	1.88%	1.12%	0.69%	09/11/26	AA+	***1625***
Federal National Mortgage Association	Agency	$ 2,000,000.00	$ 2,061,930.88	$ 1,946,940.00	1.88%	1.21%	0.46%	09/24/26	AA+	***1638***
CA State	Muni	$ 3,000,000.00	$ 3,192,810.00	$ 2,952,360.00	2.38%	1.05%	0.69%	10/01/26	AA-	***1645***
CA State Department Water	Muni	$ 5,000,000.00	$ 4,855,100.00	$ 4,631,700.00	1.05%	1.68%	1.09%	12/01/26	AAA	***1706***
Federal Home Loan Bank	Agency	$ 3,000,000.00	$ 2,943,000.00	$ 2,837,400.00	1.25%	1.66%	0.67%	12/21/26	AA+	***1726***
U.S. Treasury	Treasury	$ 5,000,000.00	$ 4,886,486.40	$ 4,866,000.00	1.88%	2.37%	1.14%	02/28/27	Aaa	***1795***
Total Investments		**$ 360,377,000.00**	**$ 365,287,423.23**	**$ 352,777,151.83**			**82.8%**			
Other Investments										
Local Agency Investment Funds (LAIF)	LAIF	$ 52,794,044.23	$ 52,794,044.23	$ 52,794,044.23	0.29%	0.29%	12.4%	03/31/22	N/A	-
Local Agency Investment Funds (LAIF) - COVID	LAIF	$ 14,702,396.50	$ 14,702,396.50	$ 14,702,396.50	0.29%	0.29%	3.4%	03/31/22	N/A	-
California Asset Management Program (CAMP)	CAMP	$ 5,509,713.73	$ 5,509,713.73	$ 5,509,713.73	0.25%	0.25%	1.3%	03/31/22	N/A	-
Village West Improvement	Bond	$ 5,234.19	$ 5,234.19	$ 5,234.19	6.00%	6.00%	0.0%	06/01/22	N/A	***62***
Orchard Walk West	Bond	$ 225,000.00	$ 225,000.00	$ 225,000.00	6.75%	6.75%	0.1%	06/01/26	N/A	***1523***
Atwood Water Main District	Bond	$ 90,199.53	$ 90,199.53	$ 90,199.53	4.00%	4.00%	0.0%	09/02/30	N/A	***3077***
Laura Water Main District	Bond	$ 57,189.36	$ 57,189.36	$ 57,189.36	4.00%	4.00%	0.0%	09/02/30	N/A	***3077***
Total Other Investments		**$ 73,383,777.54**	**$ 73,383,777.54**	**$ 73,383,777.54**			**17.2%**			

Total Portfolio Holdings	**$ 433,760,777.54**	**$ 438,671,200.77**	**$ 426,160,929.37**	**0.98%**	**100.0%**	

Visalia City Council

Staff Report

File #: 22-0230 **Agenda Date:** 6/20/2022 **Agenda #:** 9.

Agenda Item Wording:
Approve annual membership in the Tulare County Economic Development Corporation (TCEDC) for FY 22/23 in the amount of $50,000.
Deadline for Action: 6/20/2022

Submitting Department: Community Development

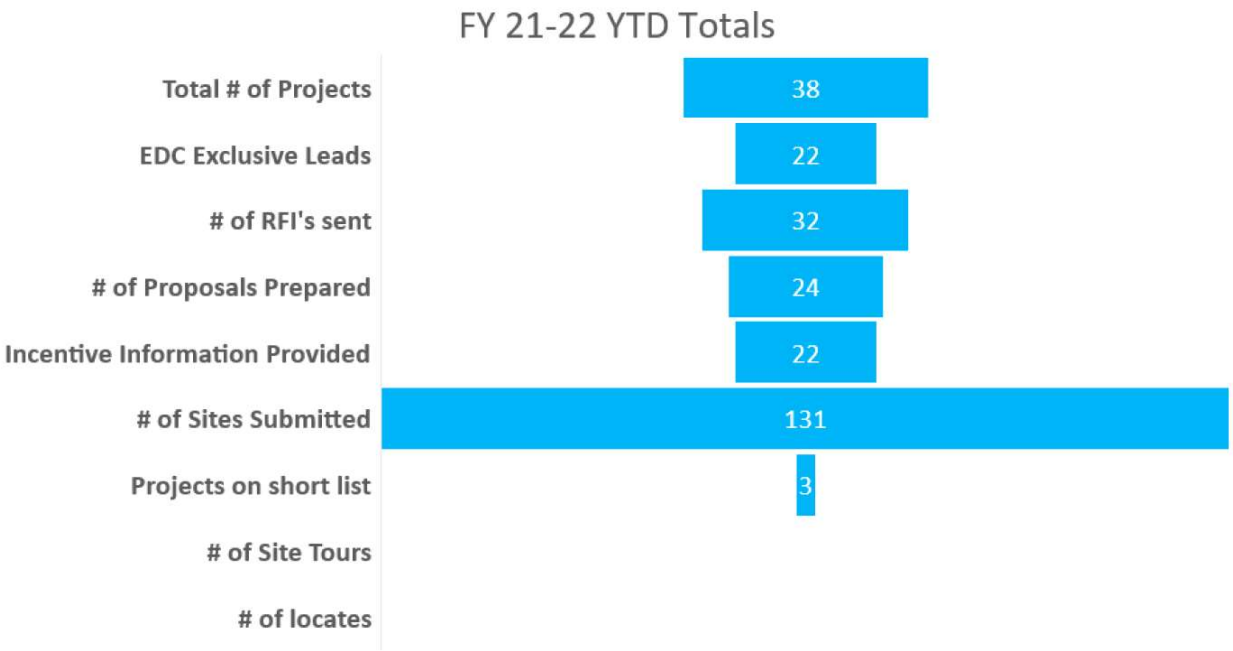
Contact Name and Phone Number: Devon Jones, 4190

Department Recommendation:
Approve annual membership in the Tulare County Economic Development Corporation (TCEDC) for FY 22/23 in the amount of $50,000.

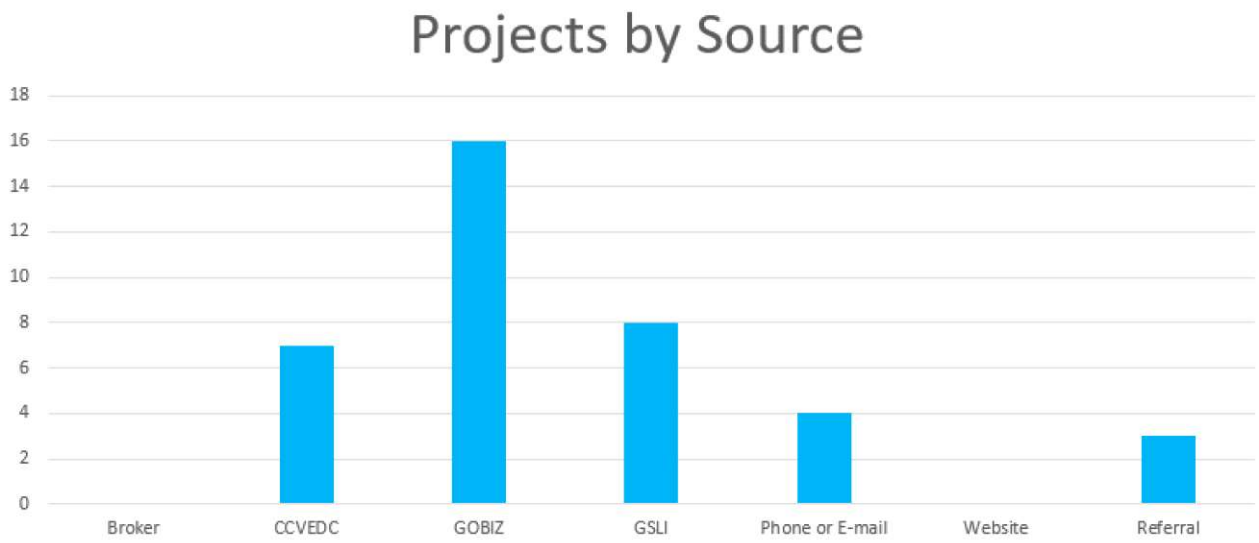
Background Discussion:
Staff is requesting Council approval to continue an annual membership in the Tulare County Economic Development Corporation (TCEDC) for the 2022/23 FY. Below are some TCEDC activity highlights from the prior FY but, generally speaking, staff has been working closely with existing TCEDC staff on several new leads and ongoing marketing of the city and believes existing staff to be hard working and a valuable asset to the city's economic development efforts. Airica de Oliveira and Arisbet Torres-Villasenor have been working extremely hard to maintain service levels given the recent departure of prior CEO, Nathan Ahle. The organization is in a period of change, given this departure, but it is an opportunity for both the organization and the member jurisdictions to reassess economic development priorities. The attached work plan is from the current fiscal year and will serve as the interim, status quo work plan for the coming fiscal year while the TCEDC Board assesses input from the jurisdictions and makes decisions on personnel matters.

Additionally, regional economic development planning funding could be coming to the Tulare and Kings County region through the Community Economic Resilience Fund (CERF). This funding would pay for a long-term economic development planning effort that would span the two-county region, as well as identify bridge opportunities with existing Fresno DRIVE plans to the north and be an inclusive planning exercise that would involve various stakeholder groups to best ensure equitable access to economic prosperity for the region. The TCEDC should play an integral role in this process. Furthermore, Vice Mayor Poochigian continues to serve on the Board's Executive Committee and has effected positive change in the organization as a result. Currently, all Tulare County jurisdictions are members of the TCEDC.

Staff's recommendation is to remain members of the TCEDC for FY 22/23 for the annual amount of $50,000 which is the status quo membership amount. Payments will be made quarterly with the intention that each quarter, staff will consult with Vice Mayor Poochigian as Council representative on the TCEDC Board to confirm continued membership and payments.



Of the 38 projects this FY, TCEDC submitted 57 sites for Visalia across 23 projects. Of the remaining 15 projects that Visalia did not participate in, 7 were 'Assists' which typically are direct requests for assistance from TCEDC member jurisdictions with an interested prospect or direct requests from prospects that have selected a site already. In these 7 cases, Visalia was not applicable. Of the remaining 8 projects that Visalia sites were not submitted, in all cases city staff was in contact with TCEDC staff and confirmed Visalia sites either did not meet site selection criteria, or that there was no interest in submitting sites. Typically, those projects we did not meet the criteria for were either too large and required rail, or required existing facilities that did not, or could not exist within the required timeframe for operation. Those projects where there was no interest in submitting a site typically required too much acreage for outdoor storage compared to proposed developed space (typically biomass/bioenergy related). In these cases, staff would recommend a more intensive use of the zoned industrial land, particularly given eligible sites may exist elsewhere in the county.



Fiscal Impact:
$50,000 for FY 22/23 membership which is included in approved Economic Development budget. There is no cost increase from the prior year. Payments will be made quarterly.

Prior Council Action: 7.19.21 - Council approved annual membership, 7.20.20 - Council approved maintaining membership in the TCEDC on a quarter-by-quarter basis, 10.5.20 - Council approved maintaining membership for the remainder of the 20/21 FY.

Other: N/A

Alternatives: Per Council direction

Recommended Motion (and Alternative Motions if expected):
I move to approve annual membership in the Tulare County Economic Development Corporation (TCEDC) for FY 22/23 in the amount of $50,000. ..end

Environmental Assessment Status: N/A

CEQA Review: N/A

Attachments: TCEDC 21/22 FY Project Metrics, status quo work plan for immediate future

TULARE COUNTY ECONOMIC DEVELOPMENT CORPORATION

2021-22 WORK PLAN

OVERVIEW

The 2021-22 Work Plan for the Tulare County Economic Development Corporation outlines strategic activities of the EDC to accomplish its mission while working to revitalize the organization both internally and externally. The Board of Directors has outlined an ambitious strategic plan for the coming year that distills our efforts to the core of our mission, and this plan is reflected in this document.

STRATEGIC DIRECTION

OUR VISION

To be the premier location in California to live, work, learn and play.

OUR MISSION

To be the regional leader of economic development by attracting and supporting business and industry for the communities of Tulare County.

OUR GOALS

- To maximize opportunities for economic growth and job creation
- To create a globally competitive environment for businesses
- To maintain a high performance, nationally acclaimed economic development organization

OUR GUIDING PRINCIPLES

- Deliver high value and excellent service to clients in a timely manner
- Leverage resources to effectively meet business needs
- Provide clear knowledge and information
- Position the region and organization for short term success and long-term prosperity
- Serve as a trusted voice for local, regional, and state economic development strategies

DEFINITIONS

The business plan refers to a number of terms that are defined below to ensure clarification.

PRODUCT: The EDC's product is the commercial, industrial, office, retail and service property located in the communities of Tulare County. Development of the product results in new jobs and new revenue for public and private sector.

BENEFICIARIES: The beneficiaries of the work of the EDC are the residents of Tulare County that are employed in the jobs the EDC helps to create.

INVESTORS: Investors are public jurisdictions and private companies who provide financial support for the organization to accomplish its mission.

CLIENTS: Clients are individuals who represent a company that has expressed an interest and have an active project considering a Tulare County location. Clients may sometimes be referred to as "prospects" and/or "customers".

PROJECTS: Projects are the specific building activity that the client is proposing. The project is reported as amount of acreage and/or square footage, capital investment and new jobs created.

LEADS: These are individuals representing companies that are contacted through one of the EDC's marketing tactics and have viewed or utilized one or more of the EDC's information portals.

STRENGTHENING ECONOMIC DEVELOPMENT FOUNDATION

The work plan is built on the importance of strengthening the foundation for economic development through:

- Restoring and emphasizing core economic development activities
- Energizing private sector support and involvement
- Leading the recovery and renewal of the post pandemic economy
- Innovating new practices in the economic development profession

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MAXIMIZE OPPORTUNITIES FOR ECONOMIC GROWTH AND JOB CREATION

COMPETITIVENESS & CAPACITY BUILDING

- Maintain website that demonstrates value proposition
- Expand real estate sites database including all industrial, commercial, office and retail properties, as well as publicly owned properties and public sector data (i.e. zoning, utility information, etc.)
- Expand community pages that highlight attributes and provide demographic and consumer retail information

CREATE AWARENESS AMONG TARGET INDUSTRIES

- Distribute direct e-mail campaign to target leads
- Generate leads/clients from corporate visitation mission
- Participate/conduct targeted industry trade shows (virtual and in-person if appropriate)
- Generate media advisories and news items in target industry publications
- Generate retail trade demographic reports and assist communities in development retail recruitment marketing opportunities

LEAD GENERATION & DEVELOPMENT

- Research and monitor target industry trends
- Research and monitor individual company activity from lead or self-identified
- Timely, professional communication to leads via e-mail, phone, or other means
- Provide follow-up information as requested
- Identify potential retailers based on trade area and space availability in the community

CLIENT/PROJECT IDENTIFICATION

- Convert leads to clients through project requirements identification
- Provide response to state generated requests for information
- Identify sites and coordinate response to client project requirements

PRESENTATION OF LOCATION TO CLIENT

- Prepare project proposal including suitable sites, location attributes, labor market, quality of life, summary of incentives and other topic areas as required by client
- Assist community in preparing for site visit by potential retail client including development of additional trade area demographic information.

DRAFT

FACILITATION OF CLIENT VISITS AND MEETINGS

- Organize and conduct virtual or actual site tour of sites chosen by the client
- Organize and conduct community tours
- Organize meetings with local jurisdictions, utilities, local businesses, or others as required by client

SUPPORT LOCAL JURISDICTION DURING FINAL SITE SELECTION PROCESS

- Assist community in providing follow-up information when community has been short-listed
- Develop final incentive/financing package for consideration
- Refer client to local real estate broker (EDC Investors Preferred) for due diligence assistance on sites

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CREATE A GLOBALLY COMPETITIVE ENVIRONMENT FOR BUSINESS

BUSINESS RETENTION & EXPANSION

- Establish (or re-establish) relationships with corporate level staff for major industrial employers
- Produce Tulare County Relocation Guide to support recruitment local industry/business recruitment of employees

BUSINESS CAPITAL FUND

- Continued marketing of micro loans with $25,000 set aside established by Board
- Complete establishment and initial capitalization of community investment fund

COMMUNITY COMPETITIVENESS

- Identify and apply for grant funds for the expansion of certified sites program
- Facilitate communication and support of expanded 4-year college opportunities
- Support initiatives, policies, regulations and actions that foster a pro-business environment within the County and State

MAINTAIN A HIGH-PERFORMANCE ECONOMIC DEVELOPMENT ORGANIZATION

GOVERNANCE & LEADERSHIP

- Facilitate Board leadership transition and new Board member orientation
- Board will implement Board member evaluation metrics and keep each other accountable for meeting attendance and participation
- Prepare and submit renewal application for Accredited Economic Development Organization (AEDO)
- Maintain Economic Developers Team with each city in Tulare County, meeting monthly to coordinate and communicate economic development activities and projects
- Fully implement Revenue Committee

INVESTOR RELATIONS & COMMUNICATIONS

- Refine and communicate public sector membership benefit plan with a goal of ensuring each incorporated city in Tulare County invests in and finds benefit in TCEDC participation
- Refine and communicate private sector membership benefit plan with a goal of $5,000 monthly in private sector investment
- Continue creation of and investment in best technology practices, including process and communication automations

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- E-mail communications will be sent to all investors, public and private, highlighting news and activity on a monthly basis

FISCAL STEWARDSHIP

- Achieve income base of $300,000 for fiscal year 2021-22
- New funding opportunities through program expansion, grants or other means will be identified and sought
- Fiscal operations will be maintained within approved budget

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PERFORMANCE METRICS

A trademark of the EDC's international status as an Accredited Economic Development Organization has been its long-term commitment to measuring and evaluating work activity using performance metrics. The EDC has served as a model to other economic development groups of how performance metrics can be used to evaluate activity and respond to changes resulting from unforeseen influences.

Client Services/Business Recruitment	
Number of new clients (projects) generated in FY	30
Total number of clients (projects) assisted in FY	60
Total number of leads generated through marketing program	150
Percent of leads that are converted to new clients	20%
Number of searches conducted on real estate database	1,500
Number of custom demographic reports generated by users	250
Organizational Management	
Percentage of representatives attending Board Meeting	90%
Amount of total income received for FY	$300,000

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IDEAL OUTCOMES

The byproduct of the EDC's work plan activities is a company locating or expanding a facility within Tulare County. The EDC plays a support role in the final site selection process as the primary decision is made by the company, working in conjunction with the local jurisdiction whose site was selected by the company. An announced location brings new jobs, capital investment, real estate development, fiscal impact to local jurisdictions and economic impact throughout the community. Likewise, local company expansions provide similar economic impact in the communities when they add employees or additional equipment and facilities.

The Board has established the following as the ideal annual outcomes from the work the EDC does:

- Number of locates and/or assisted projects: 8
- Number of new jobs created: 200
- Fiscal impact of new jobs created: $1.4 million
- Economic impact of new jobs created: $6.3 million

Note: Fiscal and economic impact based on historic data of prior company locations and is an average across primary industries. A fiscal and economic impact analysis will be conducted on each located project.

Ideally, it is the desire of the EDC and local jurisdictions for each community to experience a new company location or expansion because of the EDC's business plan at least once in every five years. For some cities, this may include retail, commercial or another non-industrial project that is identified and assisted by the EDC.

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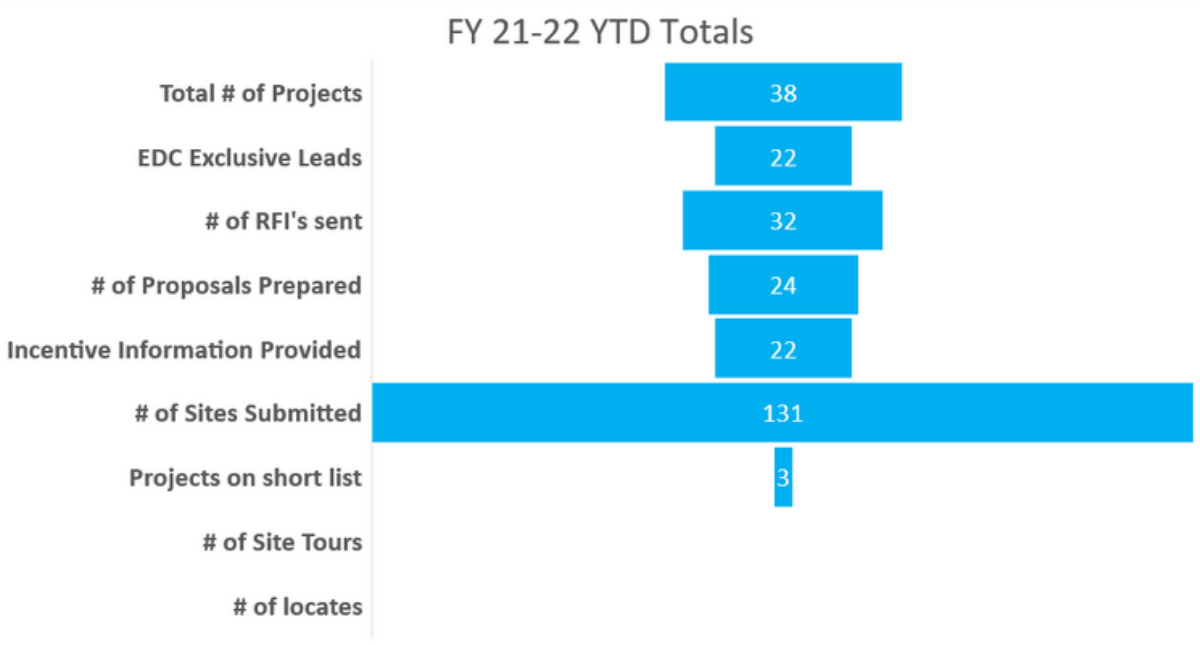
TULARE COUNTY ECONOMIC DEVELOPMENT CORPORATION

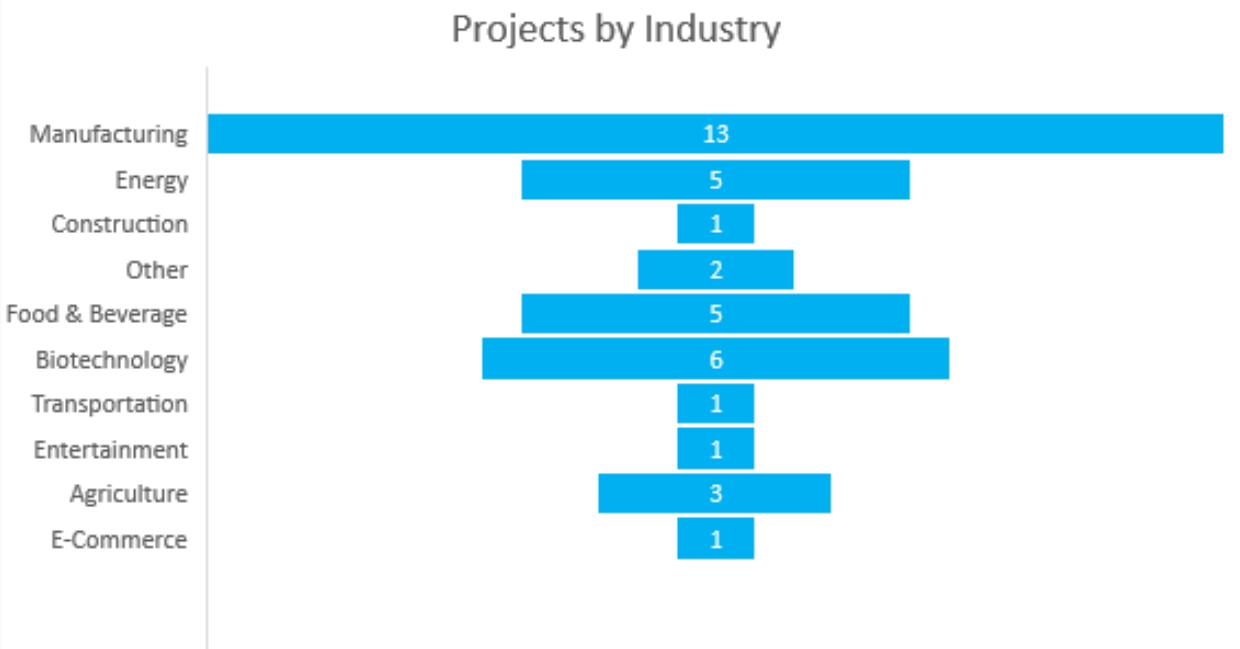
June 14, 2022

FY 21-22 METRICS OVERVIEW

Despite the continued challenges Tulare County faced brought on by the COVID-19 pandemic, TCEDC staff remained responsive to incoming leads from site selectors, brokers, and from local partners to continue facilitating job creation in Tulare County. Below are the prospect activity metrics for the 2021-2022 Fiscal Year.

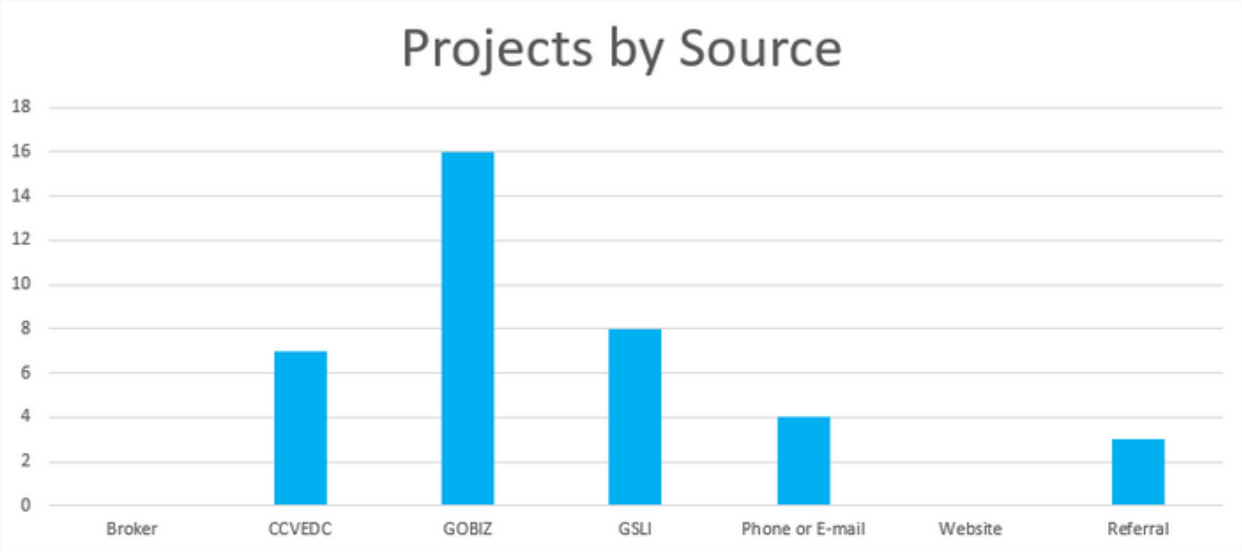


TCEDC staff opened a total of thirty-eight (38) new project files this fiscal year based on inquiries received from various lead sources. Twenty-two (22) of those projects were exclusive leads, a direct result of TCEDC's marketing activities. Three (3) projects shortlisted sites in Tulare County in the final site selection process. To-date, all three short listed projects are still active and TCEDC continues to pursue these short-listed projects.



TCEDC staff received more manufacturing inquiries than any other industry by far this fiscal year; followed by Biotechnology, Energy, and Food and Beverage (Cold Storage, Recycling/Processing) projects.

The TCEDC continues to target industrial job creators in its marketing activities in order to bring stable, high-paying jobs to Tulare County.



Sixteen (16) project leads were produced by the Governor's Office of Business & Economic Development (GOBIZ), by far the most leads generated this fiscal year. TCEDC's third-party Global Site Locator produced eight (8) leads, and California Central Valley Economic Development Corporation (CCVEDC) produced seven (7) leads. Four (4) leads were direct/referral to TCEDC. Website leads are down this fiscal year compared to previous years; however, staff is working regularly to update the website's pages and marketing information.

Staff attended the 2022 WestPack Convention at the Anaheim Convention Center and 2021 SIOR in Napa County, in-person this fiscal year. Additionally, TCEDC staff participated in fifty-four (54) Broker/Trade Missions with brokers across the United States, resulting in the creation of new relationships and the fostering of continued partnerships. These meetings continue to be a critical part of the TCEDC's marketing activities as site selectors and brokers search for communities with strong development potential.

Notable Projects

Three (3) projects were shortlisted this year with Tulare County sites in the final selection process.
1024-22/GSLI Lead, A cold storage company seeking 15-25 acres of land to build a 150,000 sq ft facility. Four Tulare County sites were submitted.
1025-22/ GOBIZ Lead, An E-commerce company seeking 1-2million sq ft facility. Three Tulare County sites were submitted.
1026-22/TCEDC Direct Lead, A light industrial warehouse company seeking 10 acres to develop a multi-tenant facility. One Tulare County site was pre-selected.

TCEDC is committed to the economic development of Tulare County by attracting, supporting and retaining businesses. We look forward to another year of support and partnerships from our local municipalities.

Sincerely,

Airica de Oliveira

Vice President/COO
Tulare County Economic Development Corporation

Visalia City Council

Staff Report

File #: 22-0234 **Agenda Date:** 6/20/2022 **Agenda #:** 10.

Agenda Item Wording:
Authorize the City Manager to award a construction contract to Bush Engineering, Inc. for two locations; Enhanced Crosswalk at Denton Street and Ferguson Avenue and the Linwood Street Pedestrian Pathway Projects, in the amount of $282,322 (CIP 3010-72000/CP0297-999 & CIP 3010-72000/CP0476-999) and appropriate $50,200 from the Measure R Local Fund.

Deadline for Action: 6/20/2022. This deadline is to have the construction completed prior to the beginning of school on August 11, 2022

Submitting Department: Administration - CIP Engineering

Contact Name and Phone Number:
Eric Bons, Senior Civil Engineer, Eric.Bons@visalia.city, 713-4350
Frank Senteno, City Engineer, Frank.Senteno@visalia.city, 713-4331
Nick Mascia, Assistant City Manager, Nick.Mascia@visalia.city, (559) 713-4323

Department Recommendation:
Staff recommends that City Council:

1. Authorize the City Manager to award a construction contract to Bush Engineering, Inc. for the Enhanced Crosswalk at Denton Street and Ferguson Avenue and the Linwood Street Pedestrian Pathway Projects in the amount of $282,322; and
2. Approve an appropriation of $50,200 from the Measure R Local Fund to the Enhanced Crosswalk at Denton Street and Ferguson Avenue project (CP0297).

Background Discussion:
These two projects are to provide pedestrian safety measures at two separate locations near existing elementary schools. The first location is along Linwood Street between Ferguson Avenue and Modoc Avenue. This will provide the connectivity between the existing sidewalks at each end of the project limits to provide a safe route along a county island, but within City ROW, between the existing residential neighborhood to and from Oak Grove Elementary School. The second location is at the intersection of Denton Street and Ferguson Avenue where an enhanced crosswalk with pedestrian activated flashing beacons will be installed adjacent to the existing Denton Elementary School.

The first project will construct a pedestrian pathway along the west side of Linwood Street between Ferguson Avenue and Modoc Avenue connecting to the existing sidewalk at the north and south limits of this project. Linwood Street is a City of Visalia roadway, however the parcels to the west along this segment are still within the County. This segment of Linwood Street is currently a two-lane roadway with graded shoulders. The pedestrian pathway's design is consistent with the neighborhood's rural setting. The pathway will meander along the west side of Linwood Street adjacent to an abandoned irrigation ditch which will be retained to function as a swale to collect any

urban runoff. Oak Grove Elementary is located south of the intersection of Linwood Street at Ferguson Avenue and student walk along Linwood Street from the existing residential houses located north of the project limits to the elementary school. The proposed pedestrian pathway will provide a separate all weather surfaced pathway connecting the existing sidewalks at the limits of this project. This is an already developed area that will be annexed into the City. This is an opportunity to provide a safer route for pedestrians prior to annexation since further development will not occur that would provide this sidewalk.

In recent years there has been a significant construction of residential houses in the northwest Visalia area. This growth caused the Visalia Unified School District (VUSD) to construct a new elementary (Denton Elementary) at the corner of Denton and Ferguson to facilitate the need. This new school initiated a minor re boundary of the elementary schools in this area including Hurley, Goshen, Oak Grove and Denton Elementary. When the re boundary occurred busing was adjusted which removed Oak Grove students from bus services to now walking. This occurred in 2018 with the opening of Denton Elementary in 2019. The path leads the displaced Oak Grove students to Linwood Street where a county island exists without the normal sidewalk and infrastructure built. There have been multiple meeting with VUSD and Oak Grove Elementary parents who have expressed the need for a connective pathway along this segment of Linwood Street for students walking to and from school.

The second project will construct an enhanced crosswalk at the intersection of Denton Street and Ferguson Avenue which is adjacent to Denton Elementary School. This enhanced crosswalk also provides access to Lyons Park located on the north side of Ferguson Avenue at Denton Street. The enhanced crosswalk will provide for a safer crossing of Ferguson Avenue and provide connectivity between the residential neighborhood on either side of Ferguson Avenue. The existing school crosswalk will be relocated to the west side of the intersection closer to Denton Elementary School, provide pedestrian activated flashing beacons, the installation of a median island, and bulbouts for the protection of the pedestrian crossing Ferguson Avenue. The existing school crosswalk on the east side of the intersection crossing Ferguson Avenue will be removed in its entirety so that all pedestrian traffic is funneled to cross at a single location. The existing school crosswalk crossing Denton Street will remain.

This location meet the California Manual of Uniform Traffic Control Devices (CA-MUTCD) criteria for the installation of the flashing beacons due to the high number of pedestrian crossing associated with Denton Elementary School and the use of Lions Park located on the north side of Ferguson Avenue. The majority of the students attending Denton Elementary walk to school.

The Enhanced Crosswalk at Denton Street and Ferguson Avenue and the Linwood Street Pedestrian Pathway Projects were advertised together because they are similar in scope which can be completed by a single contractor.

Construction is expected to begin the first week of July and has been specified to be completed by August 4; which is one-week prior to the start of school, as to minimize any construction activity that would hinder school traffic.

Bidding Process:
These two projects were advertised together (RFB 21-22-52 and RFB 21-22-54) for the Installation of the Enhance Crosswalk at Denton Street and Ferguson Project and the Linwood Street Pedestrian

Pathway Project since they are complimentary projects. Staff advertised these two projects which closed on June 3, 2022. Three (3) companies responded with the following bids:

	Bush Engineering Inc.	American Paving Co	Avison Construction Co.
Enhanced Crosswalk at Denton Street and Ferguson Avenue	$145,107	$214,370	$27,697
Linwood St Pedestrian Pathway	$137,215	$195,490	$192,163
	Total: $282,322	**$409,860**	**$463,860**

Staff has reviewed the bids and found that each bidder submitted the required information. Bush Engineering, Inc. bid proposal was determined to be the lowest responsive bid and as part of the bid review process, the reference provided by Bush Engineering, Inc. have been verified. The response from each reference was favorable and demonstrated Bush Engineering, Inc. and their listed sub-contractors can perform the work for these two projects.

Fiscal Impact:

Enhanced Crosswalk at Denton Street and Ferguson Avenue Project (CP0297)
The Enhanced Crosswalk at Denton Street and Ferguson Avenue project is funded by the Measure R Local fund (131) and the Gas Tax fund (111) with a total project budget of $190,000.

The table below shows the budget summary for the Enhanced Crosswalk at Denton Street and Ferguson Avenue project:

Project Funding:	
Measure R Local fund (131)	$110,000
Gas Tax fund (111)	$80,000
Total Project Funding:	$190,000
Project Costs:	
Design Staff Time	$30,800
Design -Consultant (QK Inc.)	$36,760
Construction Contract	$145,130
Construction Contingency (Estimated 10%)	$14,510
Material Testing (Estimated)	$3,000
Surveying (Estimated)	$5,000
Construction Management -Staff Time (Estimated)	$5,000
Total Project Costs:	$240,200
Summary:	
Total Project Funding:	$190,000
Total Project Cost:	$240,200
Budget Surplus/(Deficit):	($50,200)

Additional Appropriation Needed:	$50,200

Linwood Street Pedestrian Pathway Project (CP0476)
The Linwood Street Pedestrian Pathway project is funded by the Measure R Local fund (131) and the Gas Tax Fund (111) with a total project budget of $232,000.

The table below shows the budget summary for the Linwood Street Pedestrian Pathway project:

Project Funding:	
Measure R Local fund (131)	$57,000
Gas Tax fund (111)	$175,000
Total Project Funding:	$232,000
Project Costs:	
Design Staff Time (Estimated)	$9,400
Design -Consultant (QK Inc.)	$42,943
Construction Contract	$137,215
Construction Contingency (Estimated 10%)	$13,722
Material Testing (Estimated)	$5,000
Surveying (Estimated)	$5,000
Construction Management -Staff Time (Estimated)	$5,000
Total Project Costs:	$218,280
Summary:	
Total Project Funding:	$232,000
Total Project Cost:	$218,280
Budget Surplus/(Deficit):	$13,720

Staff recommends additional funds in the amount of $50,200 be appropriated from the Measure R Local Fund to the CP0297 Enhanced Crosswalk at Denton St. & Ferguson Ave. project to address the budget shortfall. Any remaining funding allocated to these projects will be returned to the funding source once the projects are completed.

Prior Council Action:
April 5, 2021 - City Council authorized the City Manager to execute an agreement with QK, Inc. for the design of the Denton Street at Ferguson Avenue Enhanced Crosswalk and the Linwood Street Pedestrian Pathway projects in the amount of $79,706.

Alternatives:
Reject all bids and re-bid the projects or do not complete the project.

Recommended Motion (and Alternative Motions if expected):
I move to authorize the City Manager to execute an agreement with Bush Engineering, Inc. for the Enhanced Crosswalk at Denton Street and Ferguson Avenue and the Linwood Street Pedestrian

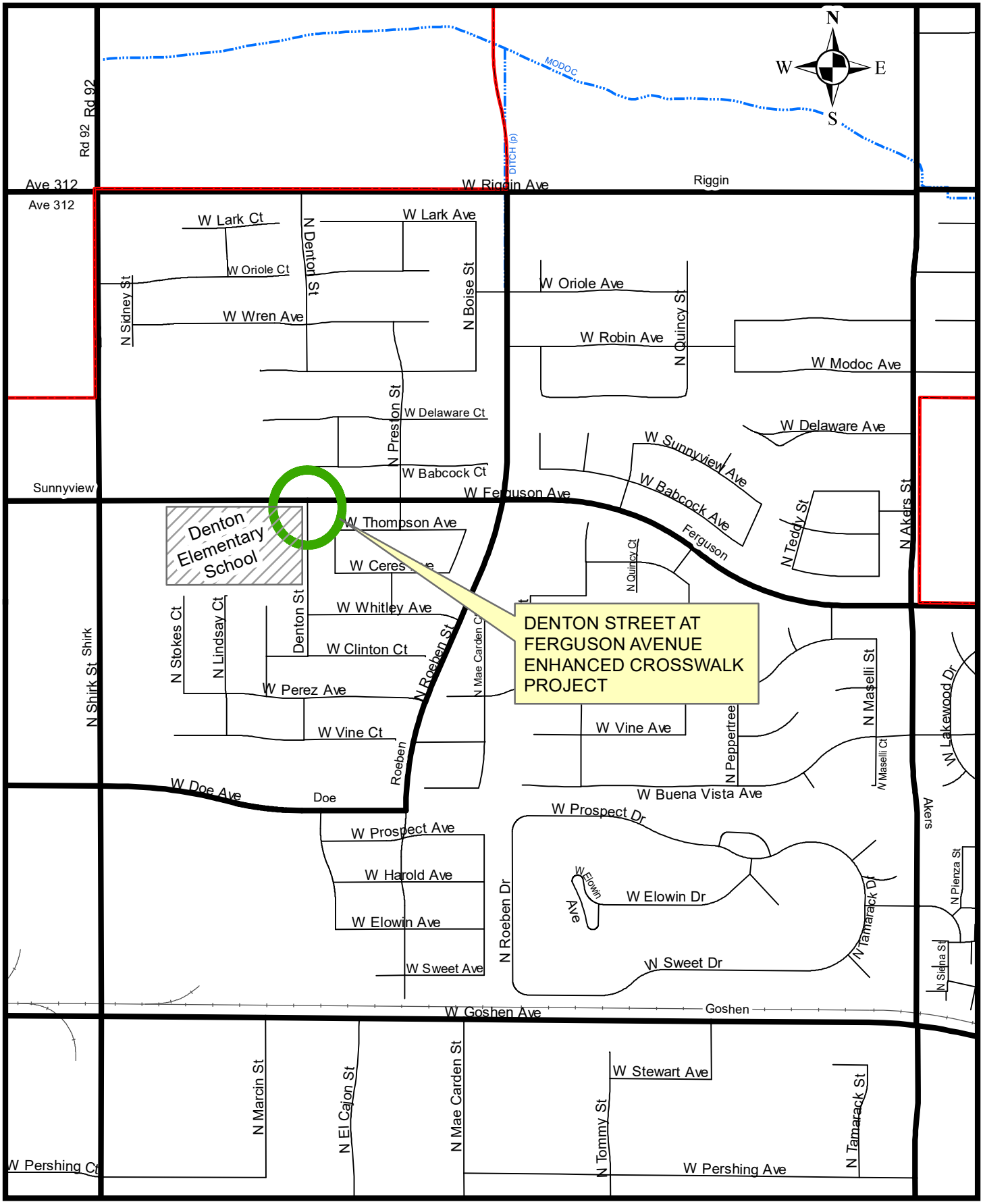
Pathway Projects in the amount of $282,322 and appropriate $50,200 from the Measure R Local Fund.

Environmental Assessment Status:
No NEPA Environmental Assessment required for this project.

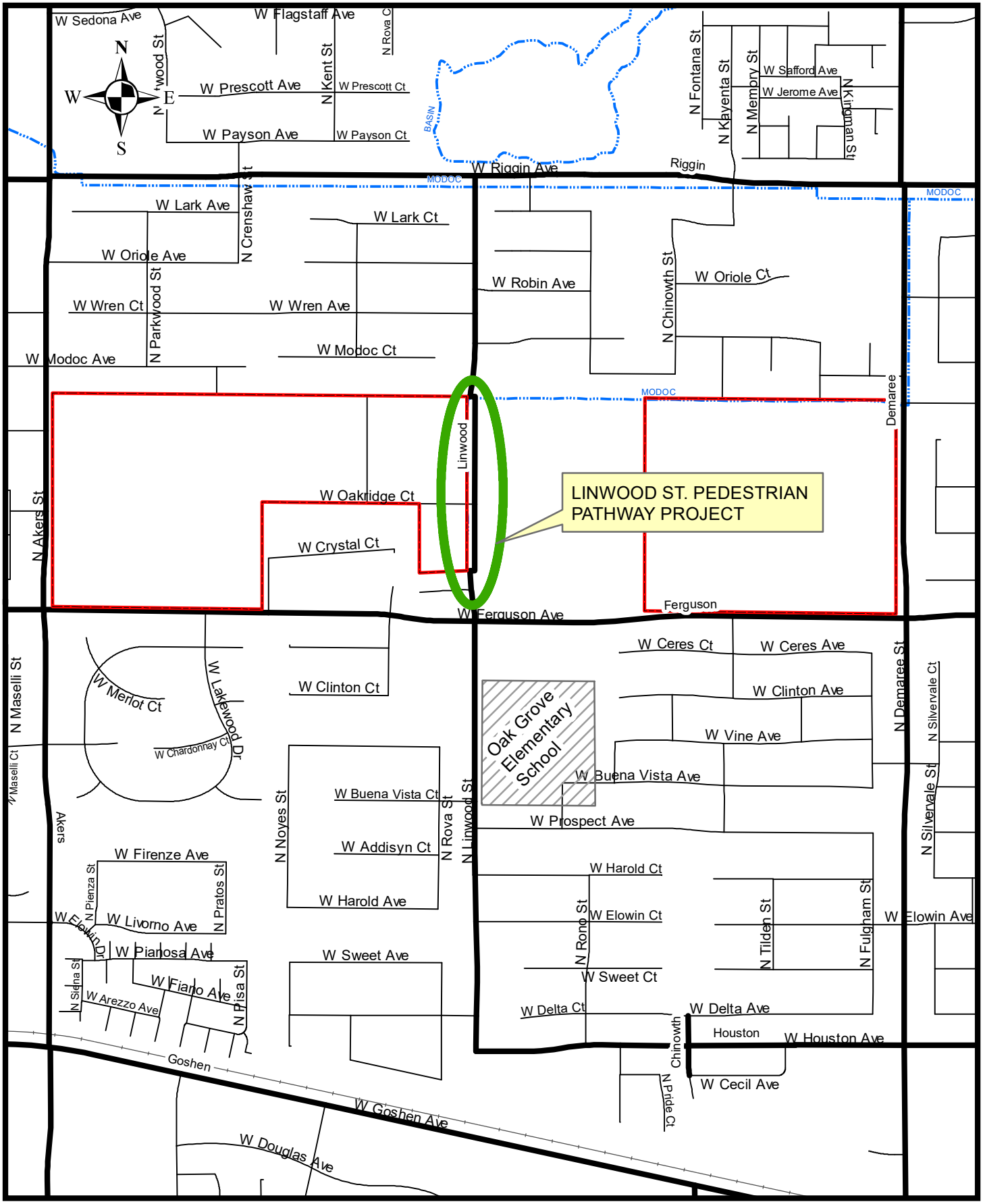
CEQA Review:
Categorical Exemption, Section 15301(c), issued March 16, 2022, for the Enhanced Crosswalk at Denton Street and Ferguson Avenue project.

Categorical Exemption, Section 15304(c), issued March 16, 2022, for the Linwood Street Pedestrian Pathway project.

Attachments:
Project Location Map: Enhanced Crosswalk at Denton St and Ferguson Ave.
Project Location Map: Linwood Street Pedestrian Pathway.
Bid Summary
Contract Disclosure Form.



DENTON ST. AT FERGUSON AVE. ENHANCED CROSSWALK PROJECT LOCATION MAP



LINWOOD STREET PEDESTRIAN PATHWAY PROJECT LOCATION MAP

City of Visalia - Engineering Division

BID SUMMARY

BASE BID A: Enhanced Crosswalk at Denton Street and Ferguson Avenue Project CP-0297

RFB 21-22-52

ITEM No.	DESCRIPTION	QTY	UNIT	Bush Engineering, Inc.		American Paving Co.		Avison Construction Inc.	
				PRICE	AMOUNT	PRICE	AMOUNT	PRICE	AMOUNT
1	Mobilization & Demobilization	1	L.S.	$15,930.00	$15,930.00	$10,000.00	$10,000.00	$13,000.00	$13,000.00
2	Prepare and Maintain Pedestrian and Traffic Control Plan(s)	1	L.S.	$4,486.00	$4,486.00	$15,000.00	$15,000.00	$9,000.00	$9,000.00
3	Construction Notification Sign	2	EA.	$1,751.00	$3,502.00	$1,700.00	$3,400.00	$2,000.00	$4,000.00
4	Dust Control	1	L.S.	$3,889.00	$3,889.00	$500.00	$500.00	$1,000.00	$1,000.00
5	Perform Utility Pothole	1	L.S.	$1,716.00	$1,716.00	$3,000.00	$3,000.00	$5,000.00	$5,000.00
6	Clearing, Grubbing & Demolition	1	L.S.	$7,910.00	$7,910.00	$12,000.00	$12,000.00	$30,000.00	$30,000.00
7	Earthwork, Grading, and Compaction	1	L.S.	$10,010.00	$10,010.00	$40,000.00	$40,000.00	$13,500.00	$13,500.00
8	Roadway Excavation	56	C.Y.	$64.25	$3,598.00	$180.00	$10,080.00	$245.00	$13,720.00
9	Construct City Median Island Curb	209	L.F.	$38.00	$7,942.00	$44.00	$9,196.00	$78.00	$16,302.00
10	Construct City Retaining Curb	14	L.F.	$38.00	$532.00	$123.00	$1,722.00	$140.00	$1,960.00
11	Construct City Curb and Gutter	34	L.F.	$49.50	$1,683.00	$125.00	$4,250.00	$72.00	$2,448.00
12	Construct City Stamped Concrete	270	S.F.	$18.50	$4,995.00	$25.00	$6,750.00	$25.00	$6,750.00
13	Construct 6" Thick Concrete	188	S.F.	$13.00	$2,444.00	$29.00	$5,452.00	$21.00	$3,948.00
14	Install ADA Compliant Detectable Warning Surface	60	S.F.	$70.00	$4,200.00	$82.00	$4,920.00	$48.00	$2,880.00
15	Construct 4" Thick Concrete City Sidewalk	360	S.F.	$8.00	$2,880.00	$15.00	$5,400.00	$10.00	$3,600.00
16	Furnish and Install Full Depth Asphalt Concrete Plug	9	TONS	$397.00	$3,573.00	$2,200.00	$19,800.00	$921.00	$8,289.00
17	Construct Caltrans Case "C" Curb Ramp	1	EA.	$3,888.00	$3,888.00	$5,000.00	$5,000.00	$5,500.00	$5,500.00
18	Furnish and Place Slurry Seal	1600	S.F.	$9.61	$15,376.00	$9.00	$14,400.00	$9.00	$14,400.00
19	Furnish and Install Solar Flashing Beacon System and Pedestrian Push Buttons	1	L.S.	$31,590.00	$31,590.00	$26,000.00	$26,000.00	$86,000.00	$86,000.00
20	Signing, Striping and Pavement Marking Modifications	1	L.S.	$12,436.00	$12,436.00	$16,000.00	$16,000.00	$27,000.00	$27,000.00
21	Landscape and Irrigation Repair	1	L.S.	$2,527.00	$2,527.00	$1,500.00	$1,500.00	$3,400.00	$3,400.00
			Subtotal:		**$145,107.00**		**$214,370.00**		**$271,697.00**

BASE BID B: Linwood Pedestrian Pathway Project CP-0476

RFB 21-22-54

ITEM No.	DESCRIPTION	QTY	UNIT	Bush Engineering, Inc.		American Paving Co.		Avison Construction Inc.	
				PRICE	AMOUNT	PRICE	AMOUNT	PRICE	AMOUNT
1	Mobilization & Demobilization	1	L.S.	$16,419.00	$16,419.00	$8,000.00	$8,000.00	$9,500.00	$9,500.00
2	Prepare and Maintain Pedestrian and Traffic Control Plan(s)	1	L.S.	$4,526.00	$4,526.00	$10,000.00	$10,000.00	$2,100.00	$2,100.00
3	Construction Notification Sign	2	EA.	$1,751.00	$3,502.00	$1,700.00	$3,400.00	$2,000.00	$4,000.00
4	Dust Control	1	L.S.	$4,440.00	$4,440.00	$500.00	$500.00	$1,000.00	$1,000.00
5	Perform Utility Pothole	1	L.S.	$1,716.00	$1,716.00	$1,500.00	$1,500.00	$5,000.00	$5,000.00
6	Clearing, Grubbing & Demolition (Includes relocations)	1	L.S.	$11,754.00	$11,754.00	$20,000.00	$20,000.00	$32,000.00	$32,000.00
7	Earthwork, Grading, and Compaction	1	L.S.	$23,813.00	$23,813.00	$68,000.00	$68,000.00	$61,000.00	$61,000.00
8	Export Cut Soil	30	C.Y.	$143.00	$4,290.00	$1.00	$30.00	$25.00	$750.00
9	Furnish and Place Hot Mix Asphalt Concrete (Type B)	59	TONS	$334.00	$19,706.00	$600.00	$35,400.00	$350.00	$20,650.00
10	Furnish and Place Class 2 Aggregate Base	16	C.Y.	$310.00	$4,960.00	$350.00	$5,600.00	$450.00	$7,200.00
11	Construct Caltrans Case "F" Curb Ramp	1	EA.	$4,865.00	$4,865.00	$3,000.00	$3,000.00	$3,500.00	$3,500.00
12	Furnish and Install Full Depth Asphalt Concrete Plug	2	TONS	$593.00	$1,186.00	$600.00	$1,200.00	$1,250.00	$2,500.00
13	Construct 6" A.C. Dike	163	L.F.	$25.00	$4,075.00	$20.00	$3,260.00	$31.00	$5,053.00
14	Signing, Striping and Pavement Marking Modifications	1	L.S.	$7,447.00	$7,447.00	$8,000.00	$8,000.00	$5,000.00	$5,000.00
15	Furnish and Install City Barricade	1	L.S.	$810.00	$810.00	$1,000.00	$1,000.00	$4,000.00	$4,000.00
16	Fill Existing Pipe with Grout	1	L.S.	$2,560.00	$2,560.00	$5,000.00	$5,000.00	$3,000.00	$3,000.00
17	Furnish and Install City Chain Link Fencing	30	L.F.	$189.00	$5,670.00	$200.00	$6,000.00	$225.00	$6,750.00
18	Furnish and Install City Single Chain Link Gate	1	EA.	$5,662.00	$5,662.00	$2,000.00	$2,000.00	$5,000.00	$5,000.00
19	Install ADA Compliant Detectable Warning Surface	45	S.F.	$70.00	$3,150.00	$100.00	$4,500.00	$48.00	$2,160.00
20	Install Underdrain	38	L.F.	$116.00	$4,408.00	$200.00	$7,600.00	$250.00	$9,500.00
21	Landscape and Irrigation Repair	1	L.S.	$2,256.00	$2,256.00	$1,500.00	$1,500.00	$2,500.00	$2,500.00
			Subtotal:		**$137,215.00**		**$195,490.00**		**$192,163.00**

Base Bid A:	**$145,107.00**	**$214,370.00**	**$271,697.00**
Base Bid B:	**$137,215.00**	**$195,490.00**	**$192,163.00**
Base Bid A plus Base Bid B:	**$282,322.00**	**$409,860.00**	**$463,860.00**

CITY OF VISALIA
Ownership Disclosure for Contractors and Consultants

NAMES OF PRINCIPALS, PARTNERS, AND/OR TRUSTEES:

Firm Name: Bush Engineering, Inc.

Firm Address: 518 N. Redington St. Hanford, CA 93230

List the names of all principals, partners, and/or trustees. For corporations provide names of officers, directors and all stockholders owning more than 10% equity interest in corporation:

David A. Bush President, Secretary, Treasurer

Michael Bush Vice President

Frank Goulart Senior Project Manager

Submitted by: Name: Frank Goulart

Date: June 3, 2022

Visalia City Council

Staff Report

File #: 22-0235 **Agenda Date:** 6/20/2022 **Agenda #:** 11.

Agenda Item Wording:
Approve Resolution Number 2022-37 adopting the City of Visalia's annually updated Investment Policy and delegating authority to invest funds for the City to the Finance Director/Treasurer for fiscal year 2022/23.
Deadline for Action: 6/20/2022

Submitting Department: Finance and Technology Services

Contact Name and Phone Number: Jason Montgomery, Finance Manager, 713-4425

Department Recommendation:
Staff recommends that Council take the following actions for fiscal year 2022/23.

1. Approve the annually adopted Investment Policy.
2. Continue to delegate authority of the investment program to the Finance Director/Treasurer, Renee Nagel.

Background Discussion:
The City of Visalia's Investment Policy and the Delegation of Authority to invest funds for the City must be adopted annually. The City's Investment Policy ensures the City is investing public funds in a manner which will provide the greatest security with the maximum investment return while meeting the daily cash flow demands of the entity and conforming to all state and local statutes governing the investment of public funds. Staff is recommending that Council adopt the policy for fiscal year 2022/23 which has no changes from the prior year. The Investment Policy is attached.

Authority to manage the City's investment program is derived from the City's Charter. On November 21, 1983, Council delegated responsibility (Resolution 83-96) for the investment program to the Finance Director (Treasurer), who establishes written procedures for the operation of the investment program consistent with this investment policy. Procedures should include safekeeping, repurchase agreements, wire transfer agreements, banking service contracts, and collateral/depository agreements. Such procedures shall include explicit delegation of authority to persons responsible for investment transactions. No person may engage in an investment transaction except as provided under the terms of this policy and the procedures established by the Treasurer.

The Treasurer shall be responsible for all transactions undertaken and shall establish a system of controls to regulate the activities of subordinate officials. Annually, Council will review and adopt by resolution the Investment Policy, in which Council will delegate responsibility for the investment program to the Finance Director/Treasurer.

Authority To Invest Funds
According to California Government Code Section 53607, the authority to invest funds of a local agency may be delegated for a one year period or until the delegation of authority is revoked. As in past years, staff recommends assigning Finance Director/Treasurer, Renee Nagel, with City investment responsibility.

City Investment Policy
It is the policy of the City to invest public funds in a manner which will provide the greatest security with the maximum investment return while meeting the daily cash flow demands of the entity and conforming to all state and local statutes governing the investment of public funds.

The City's investments are diversified by the various maturities, call structures, and credit types which are allowed by the City's Investment Policy and California Government Code Section 53600 et seq.

Annually, staff reviews the policy (as required) and proposes changes that reflect changes to the federal, state, and local investment statutes. This year there are no proposed changes to the Investment Policy.

Fiscal Impact:
n/a

Prior Council Action: The City of Visalia's Investment Policy and the Delegation of Authority to invest funds for the City are adopted annually. Council last approved these items on August 16, 2021.

Other: n/a

Alternatives: n/a

Recommended Motion (and Alternative Motions if expected):
Move to approve Resolution Number 2022-37 adopting the City of Visalia's annually updated Investment Policy and Delegating Authority to invest funds for the City to the Finance Director/Treasurer, Renee Nagel.
Environmental Assessment Status: n/a

CEQA Review: n/a

Attachments: Attachment #1, City of Visalia Investment Policy Attachment #2, City of Visalia Resolution 2022-37 approving the Investment Policy and Delegating Authority to the Finance Director/Treasurer

CITY OF VISALIA

Statement of Investment Policy

INTRODUCTION

The City of Visalia (The City) strives to maintain the level of investment of all funds as near 100% as possible through daily and projected cash flow determinations. Investments are made so maturities match or precede the cash needs of the City. The City will insure that principal invested is protected from loss while maintaining adequate cash availability and maximizing yield on invested funds.

The basic premise underlying the City's investment philosophy is to insure that money is always available when needed. A minimum amount of 6% of the adopted operating budget is maintained in immediately available investments, such as the State Treasurer's Local Agency Investment Fund or other cash equivalents. This may include commercial paper, banker's acceptances, or new repurchase agreements.

The City's portfolio will be limited to an average life of three years or less. When the market warrants purchase of longer maturities to capture a higher rate of return, purchases will be limited to United States Treasury Notes and Bonds, Federal Agencies, Medium Term Notes, and Mortgage Backed Securities.

The City will attempt to ladder the portfolio with staggered maturities so that a portion of the portfolio will mature each year. In addition, the economy and various markets are monitored carefully to assess the probable course of interest rates. In a market with low or increasing interest rates, the City will attempt to invest in securities with shorter maturities. This makes funds available for other investments when the interest rates are higher. When interest rates appear to be near a relative high rate, the City will attempt to purchase investments with medium to long-term maturities to lock in the higher rate of return. When interest rates are falling, the City will invest in securities with longer maturities to hold the higher rate for a longer period of time.

The City will also take advantage of any new investment instrument that becomes eligible for municipal investment only after a detailed review of the investment, and its safety, liquidity and yield are completed.

1.0 Policy

It is the policy of the City to invest public funds in a manner which will provide the greatest security with the maximum investment return while meeting the daily cash flow demands of the entity and conforming to all state and local statutes governing the investment of public funds.

2.0 Scope

It is intended that this Investment Policy cover all funds and investment activities under the direct authority of the City organization.

3.0 Prudence

As a charter city, the City operates its pooled cash investments under the prudent investor rule. Investments shall be made with the judgment and care, under the circumstances then prevailing which investors of prudence, discretion, and intelligence exercise in the management of their own affairs, not for speculation, but for investment, considering the probable safety of their capital as well as the probable income to be derived. This affords the City a broad spectrum of investment opportunities as long as the investment is deemed prudent and is allowable under current legislation of the State of California, the charter of the City, and this investment policy. Investments will be made in a range of instruments to insure diversification of the City's portfolio and liquidity of assets in an emergency situation.

3.1 The standard of prudence to be used by investment officials shall be the "prudent person" standard and shall be applied in the context of managing an overall portfolio. Investment officers acting in accordance with written procedures and the investment policy and exercising due diligence shall be relieved of personal responsibility for an individual security's credit risk or market price changes, provided deviations from expectations are reported in a timely fashion and appropriate action is taken to control adverse developments. Future State of California legislative actions affecting this investment policy (adding further restrictions to the type and length of investments) shall not apply to those investments held prior to the enactment of said legislation unless specifically identified in the legislative action.

4.0 Objective

The primary objectives, in priority order, of the City of Visalia's investment activities shall be:

4.1 **Safety:** Safety of principal is the foremost objective of the investment program. Investments of the City shall be undertaken in a manner that seeks to ensure the preservation of capital in the overall portfolio. The objective will be to mitigate credit risk and interest rate risk.

a. Credit Risk, which is the risk of loss due to the failure of the security issuer or backer, will be minimized by:
   - Limiting investments to the types of securities listed in Section 8.0 of this Investment Policy
   - Pre-qualifying the financial institutions, broker/dealers, intermediaries, and advisers with which the City will do business in accordance with Section 7.0
   - Diversifying the investment portfolio so that the impact of potential losses from any one type of security or from any one individual issuer will be minimized.

b. Interest Rate Risk, which is the risk that the market value of securities in the portfolio will fall due to changes in market interest rates, by:
   - Structuring the investment portfolio so that securities mature to meet cash requirements for ongoing operations, thereby avoiding the need to sell securities on the open market prior to maturity
   - Investing funds primarily in shorter-term securities, money market mutual funds, or similar investment pools and limiting the average maturity of the portfolio in accordance with this policy as outlined in Section 13.0.

4.2 **Liquidity:** The City's investment portfolio will remain sufficiently liquid to enable the City to meet all operating requirements which might be reasonably anticipated.

4.3 **Return on Investments:** The City's investment portfolio shall be designed with the objective of attaining a rate of return throughout budgetary and economic cycles, commensurate with the City's investment risk constraints and the cash flow characteristics of the portfolio. Securities shall generally be held until maturity with the following exceptions:

- A security with declining credit may be sold early to minimize loss of principal.
- A security swap would improve the quality, yield, or target duration in the portfolio.
- Liquidity needs of the portfolio require that the security be sold.

5.0 Delegation of Authority:

Authority to manage the City's investment program is derived from the City's Charter. On November 21, 1983 Council delegated responsibility (Resolution 83-96) for the investment program is to the Finance Director (Treasurer), who shall establish written procedures for the operation of the investment program consistent with this investment policy. Procedures should include reference to: safekeeping, repurchase agreements, wire transfer agreements, banking service contracts and collateral/depository agreements. Such procedures shall include explicit delegation of authority to persons responsible for investment transactions. No person may engage in an investment transaction except as provided under the terms of this policy and the procedures established by the Treasurer. The Treasurer shall be responsible for all transactions undertaken and shall establish a system of controls to regulate the activities of subordinate officials. Annually, Council will review and adopt by resolution the updated Investment Policy, in which Council will delegate responsibility for the investment program to the Treasurer.

6.0 Ethics and Conflicts of Interest

Officers and employees involved in the investment process shall refrain from personal business activity that could conflict with proper execution of the investment program, or which could impair their ability to make impartial investment decisions. Employees and investment officials shall disclose to the Treasurer any material interests in financial institutions that conduct business within this jurisdiction, and they shall further disclose any large personal financial/investment positions that could be related to the performance of the City, particularly with regard to the time of purchases and sales.

7.0 Authorized Financial Dealers and Institutions:

The Treasurer will maintain a list of financial institutions authorized to provide investment services. In addition, a list will also be maintained of approved security broker/dealers selected by credit worthiness who are authorized to provide investment services in the State of California. These may include "primary" dealers or regional dealers that qualify under Securities & Exchange Commission Rule 15C3-1 (uniform net capital rule). No public deposit shall be made except in a qualified public depository as established by State laws.

All financial institutions and broker/dealers who desire to become qualified bidders for investment transactions must supply the Treasurer with the following:

- Audited Financial Statements
- Proof of National Association of Security Dealers certification
- Completed broker/dealer questionnaire
- Certification of having read this investment policy
- Compliance with City of Visalia insurance requirements for professional services agreements for general, professional and automotive liability.

An annual review of the financial condition and registrations of qualified bidders will be conducted by the Treasurer. In addition, a current audited financial statement is required to be on file for each financial institution and broker/dealer in which the City conducts investment transactions.

The City shall also be open to contracting investment management services for a portion of the portfolio. That portion shall be limited to longer term investments of two years or longer. Any investment management firm contracted shall meet criteria established by the Treasurer. All investments made under contract will be purchased in the City's name and in accordance with the guidelines established by the City's investment policy.

8.0 Authorized and Suitable Investments

The City is empowered by statute to invest in the following types of securities. Any instrument not expressly permitted is prohibited. Specific limitations are provided on the maximum allowable percentage per investment category and further limitations by issuer within each investment category. With the exception of insured and/or collateralized bank deposits, overnight repurchase agreements, U.S. Government securities, including its agencies and instrumentalities, and authorized pools, no more than 10% of the City's aggregate investment portfolio may be invested in securities of a single issuer regardless of sector. Any percentage limitation for a particular category of investment is only applicable at the time of purchase.

A. Securities of the U.S. Government

Securities of the U.S. Government include U.S. Treasury bills, notes and bonds.

U.S. Treasury Bills - are issued by the U.S. Treasury and are available in maturities out to one year. They are non-interest bearing and sold on a discount basis. The face amount is paid at maturity.

Treasury Notes - are issued by the U.S. Treasury with maturities from two to ten years. They are issued in coupon form and many issues are also available in registered form. Interest is payable at six month intervals until maturity.

Treasury Bonds - are issued by the U.S. Treasury with maturities of ten years to thirty years. The City may purchase the interest and/or principal of a U.S. Treasury Bond. A principal only instrument is commonly called a "stripped" or "zero" coupon. Stripped coupons are sold at a discount basis. The face amount is paid at maturity.

B. Securities of U.S. Government Agencies

The capital of U.S. government agencies was initially financed by the United States Treasury. As the agencies have grown and operated profitably over the years, the Treasury's investment has been replaced in a large measure by private capital. At the present time, obligations of only a few agencies are backed by the full faith and credit of the U.S. Government. The obligations of all the federal agencies described in the following sections are not guaranteed by the U.S. Government with the exception of Government National Mortgage Association, but are considered to be investments of the highest quality.

Federal National Mortgage Association - (Fannie Mae) Is a quasi- public corporation created by an act of Congress to assist the home mortgage market by purchasing mortgages insured by the Federal Housing Administration and the Farmers Home Administration, as well as those guaranteed by the Veterans Administration. FNMA issues Notes and Bonds. Notes are issued with maturities of less than one year with interest paid at maturity. Bonds are issued for 15 and 30 year maturities with interest paid semi-annually. Interest is computed on a 30/360 day basis. There is a strong secondary market in these securities. A secondary market means these instruments are actively traded; they are bought and sold daily.

Government National Mortgage Association - (Ginnie Mae) is a wholly owned corporate instrumentality of the United States within the Department of Housing and Urban Development. A certificate collateralized by FHA/VA residential mortgages represents a share in a pool of FHA or VA mortgages. Ginnie Mae's are registered securities. Principal and interest are paid monthly and sent directly from the issuer of the pool, usually a mortgage banker, to the City. Original maturities range from 12 to 30 years with a 7 to 12 year assumed average life. (Assumed average life is due to prepayments of mortgages).

Federal Home Loan Banks - provide credit to member lending institutions such as savings and loan associations, cooperative banks, insurance companies and savings banks. The agency offers bonds in the public market with maturities of one year to ten years. These bonds are usually offered on a quarterly basis depending on the current demands of the housing industry. Interest is paid semi-annually on a 30/360 day basis.

Federal Farm Credit Banks - are debt instruments issued to meet the financial needs of farmers and the national agricultural industry. Discount notes are issued monthly with 6 and 9 month maturities. Discount notes pay interest at maturity. Longer term debentures (2-5 years) are also issued. Debentures pay interest semi-annually on a 30/360 day basis. These issues enjoy an established secondary market.

Small Business Administration Loans - (SBA) The Small Business Administration is an independent agency of the United States government which furnishes financial and management assistance to small businesses. The SBA guarantees the principal portion of the loans it approves. The City purchases the guaranteed portion of these loans. Maturity can be for 1 year to 30 years. These loans can be either set at a fixed rate or variable rate which is usually tied to the prime rate. Principal and interest are paid monthly on a 30/360 day basis.

Federal Home Loan Mortgage Corporation - (Freddie Macs) A publicly held government-sponsored enterprise created on July 24, 1970 pursuant to the Federal Home Loan Mortgage Corporation Act, Title III of the Emergency Home Finance Act of 1970, as amended. Freddie Mac's statutory mission is to provide stability in the secondary market for home mortgages, to respond appropriately to the private capital market and to provide ongoing assistance to the secondary market for home mortgages by increasing the liquidity of mortgage investments and improving the distribution of investment capital available for home mortgage financing. Maturity can be for 1 year to 30 years. These loans can be either set at a fixed rate or variable rate.

Other U.S. government securities available to the City for investment purposes include: Student Loan Marketing Association (SLMA or Sallie Mae), Aid for International Development (AID), and debentures of Tennessee Valley Authority (TVA). However, these instruments are not offered on a regular basis and do not offer the same liquidity as the before mentioned instruments.

C. **Securities of the State of California or Its Sub-Divisions**

The State of California and its sub-divisions occasionally provide a good investment alternative, such as notes, bonds and other evidences of indebtedness. They are used to meet the financial needs of State, or other agencies of the State. These investments, during certain market conditions, can provide a higher yield even without the tax benefit that the private sector takes advantage of. The City will only purchase California securities with credit ratings of A or better by a nationally recognized rating agency; and with maturities of 5 years or less. Their interest is calculated on a 30/360 day basis like Agency bonds. Interest is paid semi-annually.

D. **Time Deposits and Certificates of Deposit**

Time Deposits are placed with commercial banks, savings association, or state or federal credit unions. A time deposit is a receipt for funds deposited in a financial institution for a specified period of time at a specified rate of interest. Generally, the time is 3 months to 2 years. Denominations can be any agreed upon amount and interest is normally calculated using actual number of days on a 360-day year and paid monthly. Deposits are insured by the Federal Deposit Insurance Corporation (FDIC) currently up to $250,000 per institution and Certificates of Deposit can be supported by either 110% U.S. Government agency notes or 150% mortgages currently held by the bank or savings and loan. An institution must meet the following criteria to be considered by the City:

- The institution must maintain a net worth to asset ratio of at least 3% and a positive earnings record.
- The institution must make available a current FDIC call report or FHLB report. A call report presents the solvency of the institution to the agency with oversight responsibility of that institution.

E. **Negotiable Certificates of Deposit**

Negotiable Certificates of Deposit are a form of Certificate of Deposit which have been an important money market instrument since 1961 when commercial banks began issuing them and a secondary market developed to provide liquidity. Since these certificates of deposit can be traded in the secondary market, they are negotiable instruments, hence their name negotiable certificate of deposit. They are supported only by the strength of the institution from which they are purchased. Interest is paid semi-annually computed on a 30/360 day basis. Maturities range from 3 months to 2 years. Negotiable Certificates of Deposit are generally issued in blocks of $1 million, $5 million, $10 million, etc.

The City will restrict its investments in Negotiable Certificates of Deposit to the 100 largest United States banks according to asset size. The profitability of the financial institution as well as its financial stability is also taken into account prior to placing the investment.

F. **Banker's Acceptance Notes**

A banker's acceptance (B.A.) is a unique credit instrument used to finance both domestic and international transactions. As a money market instrument, it is an attractive short-term investment. When a bank "accepts" such a time draft, it becomes, in effect, a predated certified check payable to the bearer at some future, specified date. Little risk is involved because the commercial bank assumes primary liability once the draft is accepted. Banker's acceptances are frequently in odd amounts. Maturities normally range from 30 up to 180 days. Banker's acceptances are sold at a discount. This means the face amount is received at maturity. The City will purchase Banker’s acceptances from only the 100 largest United States banks according to asset size. The profitability of the financial institution as well as its financial stability is also taken into account prior to placing the investment.

G. **Commercial Paper**

Commercial paper is the trade name applied to unsecured promissory notes issued by finance and industrial companies to raise funds on a short term basis. Commercial paper can be purchased on an interest bearing or discount basis. Interest bearing instruments pay interest semi-annually. Discounted instruments pay interest at maturity. The City will invest in commercial paper only if the paper attains the highest ranking or attains the highest letter and number rating as provided for by a nationally recognized statistical-rating organization (NRSRO). Maturities range from 30 to 180 days with interest computed on a 30/360 day basis.

H. **Medium Term Notes**

In recent years, this financing mechanism has grown, providing capital to the private sector, and diminishing the Negotiable Certificate of Deposit market. The trend towards medium term notes is related to buyer and seller flexibility and convenience. The notes are issued on any given date and maturing on a negotiated date. They generally range from 2 to 5 years in maturity. This market provides an excellent alternative to Negotiable C.D.'s. The City will only purchase Medium Term Notes with credit ratings of A or better by a nationally recognized rating agency; and with maturities of 5 years or less. Their interest is calculated on a 30/360 day basis like Agency bonds. Interest is paid semi-annually.

I. **Local Agency Investment Fund**

The Local Agency Investment Fund (LAIF) was established by the State to enable treasurers to place funds in a pool for investment. The LAIF has been particularly beneficial to those jurisdictions with small portfolios. Each agency is limited to an investment of $75.0 million per account. The City uses this fund for short term liquidity, investment, and yield when rates are declining. Funds are available on demand and interest is paid quarterly.

J. **Repurchase Agreement**

Closely associated with the functioning of the Federal funds market is the negotiation of repurchase agreements or repo's. Banks may buy temporarily idle funds from a customer by selling U.S. Government or other securities with the contractual agreement to repurchase the same security on a future date determined by negotiation. For the use of funds, the customer receives an interest payment from the bank; the interest rate reflects both the prevailing demand for Federal funds and the maturity of the repo. Repurchase Agreements are usually executed for $100,000 or more. The City will require physical delivery of the securities backing the repo to its safekeeping agent. The institution from which the City purchases a repo must transfer on an ongoing basis sufficient securities to compensate for changing market conditions and to insure that the market value of securities is valued at 102 percent or greater of the funds borrowed against those securities. Generally, maturities range from 1 to 90 days with interest paid at maturity, and may not exceed one year. A Master Repurchase Agreement is required.

K. **Reverse Repurchase Agreements**

Reverse Repurchase Agreements, on the other hand simply reverses the above process of purchasing repurchase agreements. The City, in effect, sells a particular security to a firm for a stated period of time, not to exceed 92 days. Interest is paid at maturity. The City pays the firm interest on the cash it receives while receiving the interest on original security. The City will in turn purchase a short term security at a higher rate of interest. Reverse repurchase agreements may also be used to alleviate a temporary cash shortage. The City of Visalia will never utilize the reverse repurchase agreement in order to meet its cash needs. Reinvestment of reverse repurchases will be in securities of shorter or equal maturities to a reverse repurchase agreement. Reverse repurchase agreements cannot exceed 20% of the investment portfolio.

L. **Money Market Mutual Funds**

Money Market Mutual Funds are shares issued by diversified management companies who invest in the securities and obligations as authorized by subdivisions (a) to (j), inclusive, or subdivisions (m) or (n) of Government Code Section 53630 and comply with the investment restrictions of Article 2 (commencing with Section 53630 of the California Government Code). To be eligible for investment

pursuant to this subdivision, these companies shall either: (1) attain the highest ranking or the highest letter and numerical rating provided by not less than two nationally recognized rating services, or (2) have an investment adviser registered with the Securities and Exchange Commission with not less than five year's experience investing in the securities and obligations as authorized by subdivisions (a) to (j), inclusive, or subdivisions (m) or (n) of Government Code section 53630, and with assets under management in excess of five hundred million dollars ($500,000,000). The purchase price of shares purchased pursuant to this subdivision shall not include any commission that these companies may charge and shall not exceed 20 percent of the investment portfolio.

M. **Investment Pools other than LAIF**

Managed Investment Pool's pursuant to California Government Code Section 53601 (p) for which shares of beneficial interest issued by a joint powers authority organized pursuant to California Government Code Section 6509.7 that invests in the securities and obligations authorized in subdivisions (a) to (q), inclusive. Each share shall represent an equal proportional interest in the underlying pool of securities owned by the joint powers authority. To be eligible under this section, the joint powers authority issuing the shares shall have retained an investment adviser that meets all of the following criteria:

1. The advisor is registered or exempt from registration with the Securities and Exchange Commission.
2. The advisor has not less than five years of experience investing in the securities and obligations authorized in subdivisions (a) to (q), inclusive.
3. The advisor has assets under management in excess of five hundred million dollars ($500,000,000).

9.0 Other Investment Pools:

A thorough investigation of investment pools, as authorized by statute, shall be conducted prior to the City's investment. Any pool shall provide the following:

- A description of eligible investment securities, and a written statement of investment policy and objectives (i.e. are reserves, retained earnings, etc. utilized by the pool and is the pool eligible for bond proceeds and/or will it accept such proceeds)
- A description of interest calculations and distribution methods, and how gains and losses are treated
- A description of how the securities are safeguarded (including the settlement processes), and how often securities are priced and the program audited
- A description of who may invest in the program
- A description of how deposits and withdrawals will be made, how often they are allowed and any minimum or maximum limitations
- A reporting schedule for receiving statements and portfolio activity
- A fee schedule and method of assessment

10.0 Collateralization:

Collateralization will be required on two types of investments: certificates of deposit and repurchase (and reverse) agreements. Deposits are insured by the Federal Deposit Insurance Corporation (FDIC) currently up to $250,000 per institution and Certificates of Deposit can be supported by either

110% U.S. Government agency notes or 150% mortgages currently held by the bank or savings and loan.

11.0 Safekeeping and Custody:

Securities purchased with invested funds that are in a negotiable, bearer, registered, or nonregistered format, shall require delivery of all the securities to the City, including those purchased for the City by financial advisors, consultants, or managers using the City's funds, by book entry, physical delivery, or by third party custodial agreement. The transfer of securities to the counterparty bank's customer book entry account may be used for book-entry delivery.

To insure the safety and internal accounting controls necessary to establish a stable and accurate investment system, the City uses an investment confirmation document. This document is prepared by Treasury and approved by accounting personnel. Copies are also distributed to the City accounting department, Treasury investment file, and the institutions with which the order to transfer funds was placed (safekeeping). This transaction control document, or "Confirmation" form, contains information regarding the type of investment; amount invested; interest rate; purchase and maturity dates; and any delivery instructions. This confirmation is matched to the Broker's Confirmation and held in the Treasury's file until the security is sold or matures.

12.0 Diversification:

The City operates its investment pool with many State and self-imposed constraints. It does not buy stocks and it does not speculate. Currently Government Code Section 53600 (et seq) restricts the City portfolio to:

- 30% in Negotiable Certificates of Deposit
- 25% in Commercial Paper
- 20% in Money Market Mutual Funds
- 40% in Bankers Acceptance Notes
- 30% in Medium Term Notes
- 20% in Repurchase Agreements

These restrictions primarily apply to short-term investments and are interpreted to apply at the time of investment. If, as the portfolio mix changes over time, a particular segment exceeds these restrictions the prudent investor rule shall apply.

The City will be selective in purchasing long-term negotiable certificates of deposit and medium term notes, placing such an investment only with a large stable institution.

13.0 Maximum Maturities

To the extent possible, the City will attempt to match its investments with anticipated cash flow requirements. The City will operate a portfolio with an average life of three years or less. This is to insure liquidity and the ability to move with changing markets and interest rates.

No investments shall be made in investments with maturities greater than five (5) years without specific Council approval not less than ninety days prior to the investment**.** Exception: Mortgage Backed Securities, such as Federal National Mortgage Association (Fannie Mae) and Government National Mortgage Association (Ginnie Mae) which have maturities greater than five (5) years, and not to exceed 30 years may be purchased. While the final maturity on these investments is greater than five (5) years,

the return of principal and interest is received on a monthly basis (as mortgages are being paid, refinanced, and pre-paid), therefore minimizing the investment risk. At no point, will investments with maturities greater than five (5) years exceed 20% of the portfolio value.

14.0 Internal Control

To assure compliance with policies and procedures, the Treasurer, along with finance staff, shall form an investment committee. The committee will meet to review the investment portfolio and collectively establish investment goals and parameters for purchases. The committee will also collectively decide on investment purchases and sales of holdings.

15.0 Performance Standards

The investment portfolio shall be designed with the objective of obtaining a rate of return throughout budgetary and economic cycles, commensurate with the investment risk constraints and the cash flow needs.

15.1 Market Yield (Benchmark): The City's investment strategy is passive. Passive investment portfolio management generally indicates that the Treasurer will purchase an instrument and hold it through maturity, and then reinvest the monies. Although the City's investment strategy is passive, this will not restrict the Treasurer from evaluating when swaps are appropriate or if the sale of an instrument is prudent prior to final maturity. Given this strategy, a series of appropriate benchmarks shall be established against which portfolio performance shall be compared on a regular basis. The benchmarks shall be reflective of the actual securities being purchased and risks undertaken and the benchmarks shall have a similar weighted average maturity as the portfolio.

16.0 Reporting

Quarterly, the Treasurer will issue a report for Council's review of the City's current investment portfolio, detailing securities purchase and maturity date, face and market value, credit quality, and any reverse activities.

Periodically, the long-term investments will be reviewed in order to determine if it is advantageous to sell those securities and purchase others. The review will consider current market conditions and various spread relationships among security types. Additionally, a statement will be issued indicating the findings of the analysis. The monitoring of the conditions set forth in this policy statement is the responsibility of the Treasurer.

17.0 Investment Policy Adoption

The City's investment policy shall be adopted by resolution. The policy shall be reviewed annually by the City Council and any modifications made thereto must be approved by them.

Exhibit A

City of Visalia - Summary of Eligible Investments

Type of Issue	Original Maturities	Interest Payments	U.S. Govt. Guaranteed?
U.S. Treasury Bills	91 day and 182 day Bills auctioned each Monday for settlement on Thursday.	Issued at a discount from par. Paid at maturity.	Yes
	52 week bills auctioned every fourth Thursday for settlement on the following Thursday.	Discount is based on the actual number of days on a 360 day basis. Paid at maturity.	
U.S. Treasury Notes	2 to 10 years.	Paid semi-annual based on the actual days in the month and half-year.	Yes
U.S. Treasury Bonds	10 to 30 years.	Paid semi-annual based on the actual days in the month and half-year.	Yes
Strips or Zeros	10 to 30 years.	Issued at a discount from par. Paid at maturity on a 30/360 day basis.	Yes
FNMA(Federal National Mortgage Association)	Discount notes are issued with maturities less than one year.	Issued at a discount from par. Paid at maturity on a 30/360 day basis.	No
	15 year and 30 year mortgage-backed securities with a 7 and 15 year assumed average life.	Principal and interest paid semi-annually on a 30/360 day basis.	No
GNMA(Gov't National Mortgage Association)	Various maturities from 12 to 30 years with an assumed average life of 7 to 12 years.	Principal and interest paid monthly on a 30/360 day basis.	Yes
FHLB(Fed Home Loan Bank)	Bonds of maturities from 1 to 10 years.	Paid semi-annually on 30/360 day basis.	No

Exhibit A

City of Visalia - Summary of Eligible Investments

Type of Issue	Original Maturities	Interest Payments	U.S. Govt. Guaranteed?
FFCB(Fed Farm Credit Bank)	6 and 9 month offered monthly.	Paid at maturity on a 30/360 day basis.	No
	Debentures are issued with 2 to 5 years maturities.	Paid semi-annually on a 30/360 day basis.	No
SBA(Small Bus. Administration)	Loans to Small Businesses. The principal portion of the loan is guaranteed by the SBA. 1 to 30 years.	Principal and interest paid monthly. On a 30/360 day basis. Can be a fixed or variable rate which is usually tied to prime rate.	No
FHLMC(Fed. Home Loan Mortgage Corporation)	30 year final with 12 year assumed average life.	Principal and interest paid monthly on a 30/360 day basis.	No
California Securities	Debentures are issued with 2 to 5 years maturities.	Paid semi-annually on a 30/360 day basis.	No
CD(Certificate of Deposit)	3 months to 5 years.	Paid monthly on a actual/360 day basis.	No
NCD(Negotiable Certificates of Deposit)	3 months to 2 years. Some issues have quarterly floating rates.	Paid semi-annually. Floaters pay quarterly.	No
BA Notes(Banker's Acceptance Notes)	30 to 180 days.	Issued at a discount from par. Paid at maturity.	No
Commercial Paper	Unsecured promissory note issued by finance and industrial companies to raise short term capital. Generally 30 to 180 days.	Can be interest bearing or a discounted note. If interest bearing, paid semi-annually. If discounted, paid at maturity.	No
MTN(Medium Term Notes)	2 to 5 years. Extended maturity commercial paper.	Paid semi-annually on a 30/360 day basis.	No
LAIF(Local Agency Investment Fund) State Pool	Funds are available on demand. Investments are restricted by Gov't. Code, same as the City's.	Paid quarterly.	No

Exhibit A

City of Visalia - Summary of Eligible Investments

Type of Issue	Original Maturities	Interest Payments	U.S. Govt. Guaranteed?
Repurchase Agreements	Negotiated. A short term investment transaction with a contractual agreement to repurchase the same securities at a future date. In essence, the City loans the Bank money for a specified time collateralized by marketable securities. Terms are from 1 to 90 days.	Paid at maturity.	No
Reverse Repurchase Agreements	Negotiated. This transaction is the mirror image of the repurchase agreement. Instead of the City loaning the Bank money, the Bank loans the City funds. The City then "repurchases" securities with matched maturities to the end of the contract. Terms are from 1 to 90 days.	Paid at maturity.	No
Money Market Mutual Funds	Funds are available on demand. Shares issued by a diversified management company.	Paid Monthly	No
Other Investment Pools	Funds are available on demand.	Paid quarterly	No

GLOSSARY

AGENCIES: Federal agency securities

ANNUAL COMPREHENSIVE FINANCIAL REPORT (Annual Financial Report): The official annual report for the City of Visalia. It includes five combined statements for each individual fund and account group prepared in conformity with GAAP. It also includes supporting schedules necessary to demonstrate compliance with finance-related legal and contractual provisions, and a detailed Statistical Section.

ASKED: The price at which securities are offered.

ARBITRAGE: Transactions by which securities are bought and sold in different markets at the same time for the sake of the profit arising from a yield difference in the two markets.

BANKERS ACCEPTANCE (BA): A draft of bill or exchange by a bank or trust company. The accepting institution guarantees payment of the bill, as well as the issuer.

BID: The price offered by a buyer of securities. (When you are selling securities, you ask for a bid.) See Offer.

BROKER: A broker brings buyers and sellers together for a commission.

CERTIFICATE OF DEPOSIT (CD): A time deposit with a specific maturity evidenced by a certificate. Large-denomination CD's are typically negotiable.

COLLATERAL: Securities, evidence of deposit or other property which a borrower pledges to secure repayment of a loan. Also refers to securities pledged by a bank to secure deposits of public monies.

COUPON: (a) The annual rate of interest a bond's issuer promises to pay the bondholder on the bond's face value. (b) A certificate attached to a bond evidencing interest due on a payment date.

DEALER: A dealer, as opposed to a broker, acts as a principal in all transactions, buying and selling for his/her own account.

DEBENTURE: A bond secured only by the general credit of the issuer.

DELIVERY VERSUS PAYMENT (DVP): There are two methods of delivery of securities: delivery versus payment and delivery versus receipt. Delivery versus payment is delivery of securities with an exchange of money for the securities. Delivery versus receipt is delivery of securities with an exchange of a signed receipt for the securities.

DERIVATIVES: (1) Financial instruments whose return profile is linked to, or derived from, the movement of one or more underlying index or security, and may include a leveraging factor, or (2) financial contracts based upon notional amounts whose value is derived from an underlying index or security (interest rates, foreign exchange rates, equities or commodities).

DISCOUNT: The difference between the cost price of a security and its maturity when quoted at lower than face value. A security selling below original offering price shortly after sale also is considered to be at a discount.

DISCOUNT SECURITIES: Non-interest bearing money market instruments that are issued at a discount and redeemed at maturity for full face value, e.g. U.S. Treasury Bills.

DIVERSIFICATION: Dividing investment funds among a variety of securities offering independent returns.

FEDERAL CREDIT AGENCIES: Agencies of the Federal government set up to supply credit to various classes of institutions and individuals, e.g., S&L's, small business firms, students, farmers, farm cooperatives, and exporters.

FEDERAL DEPOSIT INSURANCE CORPORATION (FDIC): A federal agency that insures bank deposits, currently up to $250,000 per deposit.

FEDERAL FUNDS RATE: The rate of interest at which Fed funds are traded. This rate is currently pegged by the Federal Reserve through open-market operations.

FEDERAL HOME LOAN BANKS (FHLB): Government sponsored wholesale banks

(currently 12 regional banks) which lend funds and provide correspondent banking services to member commercial banks, thrift institutions, credit unions and insurance companies. The mission of the FHLB's is to liquefy the housing related assets of its members who must purchase stock in their district Bank.

FEDERAL NATIONAL MORTGAGE ASSOCIATION (FNMA): FNMA, like GNMA was chartered under the Federal National Mortgage Association Act in 1938. FNMA is a federal corporation working under the auspices of the Department of Housing and Urban Development (HUD). It is the largest single provider of residential mortgage funds in the United States. Fannie Mae, as the corporation is called, is a private stockholder-owned corporation. The corporation's purchases include a variety of adjustable mortgages and second loans, in addition to fixed-rate mortgages. FNMA's securities are also highly liquid and are widely accepted. FNMA assumes and guarantees that all security holders will receive timely payment of principal interest.

FEDERAL OPEN MARKET COMMITTEE (FOMC): Consists of seven members of the Federal Reserve Board and five of the twelve Federal Reserve Bank Presidents. The President of the New York Federal Reserve Bank is a permanent member, while the other Presidents serve on a rotating basis. The Committee periodically meets to set Federal Reserve guidelines regarding purchases and sales of Government Securities in the open market and a means of influencing the volume of bank credit and money.

FEDERAL RESERVE SYSTEM: the central bank of the United States created by Congress and consisting of a seven member Board of Governors in Washington, DC, 12 regional banks and about 5,700 commercial banks that are members of the system.

GENERALLY ACCEPTED ACCOUNTING PRINCIPALS (GAAP): The standard established by the National Council on Governmental Accounting which establishes the *minimum* requirements for a fair presentation of financial data in external financial reports. GAAP also assures a degree of comparability in financial reporting among different governments.

GOVERNMENT NATIONAL MORTGAGE ASSOCIATION (GNMA or Ginnie Mae): Securities influencing the volume of bank credit guaranteed by GNMA and issued by mortgage bankers, commercial banks, savings and loan associations, and other institutions. Security holder is protected by full faith and credit of the U.S. Government. Ginnie Mae securities are backed by the FHA, VA or FMHM mortgages. The term "passthroughs" is often used to describe Ginnie Mae's.

LIQUIDITY: A liquid asset is one that can be converted easily and rapidly into cash without a substantial loss of value. In the money market, a security is said to be liquid if the spread between bid and asked prices is narrow and reasonable size can be done at those quotes.

LOCAL AGENCY INVESTMENT FUND: The Local Agency Investment Fund (LAIF) was established by the State to enable treasurers to place funds in a pool for investments. The LAIF has been particularly beneficial to those jurisdictions with small portfolios. Each account is limited to an investment of $75.0 million.

MARKET VALUE: The price at which a security is trading and could presumably be purchased or sold.

MASTER REPURCHASE AGREEMENT: A written contract covering all future transactions between the parties to repurchase—reverse repurchase agreements that establishes each party's rights in the transactions. A master agreement will often specify, among other things, the right of the buyer-lender to liquidate the underlying securities in the event of default by the seller-borrower.

MATURITY: The date upon which the principal or stated value of an investment becomes due and payable.

MONEY MARKET: The market in which short-term debt instruments (bills, commercial paper, bankers' acceptances, etc.) are issued and traded.

OFFER: The price asked by a seller of securities. (When you are buying securities, you ask for an offer.) See Asked and Bid.

OPEN MARKET OPERATIONS: Purchases and sales of government and certain other securities in the open market by the New York Federal Reserve Bank as directed by the FOMC in order to influence the volume of money and credit in the

economy. Purchases inject reserves into the bank system and stimulate growth of money and credit; sales have the opposite effect. Open market operations are the Federal Reserve's most important and most flexible monetary policy tool.

PORTFOLIO: Collection of securities held by an investor.

PRIMARY DEALER: A group of government securities dealers who submit daily reports of market activity and positions and monthly financial statements to the Federal Reserve Bank of New York and are subject to its informal oversight. Primary dealers include Securities and Exchange Commission (SEC)-registered securities broker-dealers, banks, and a few unregulated firms.

PRUDENT PERSON RULE: An investment standard. In some states the law requires that a fiduciary, such as a trustee, may invest money only in a list of securities selected by the custody state--the so-called legal list. In other states the trustee may invest in a security if it is one which would be bought by a prudent person of discretion and intelligence who is seeking a reasonable income and preservation of capital.

QUALIFIED PUBLIC DEPOSITORIES: A financial institution which does not claim exemption from the payment of any sales or compensating use or ad valorem taxes under the laws of this state, which has segregated for the benefit of the commission eligible collateral having a value of not less than its maximum liability and which has been approved by the Public Deposit Protection Commission to hold public deposits.

RATE OF RETURN: The yield obtainable on a security based on its purchase price or its current market price. This may be the amortized yield to maturity on a bond the current income return.

REPURCHASE AGREEMENT (REPO): A holder of securities sells these securities to an investor with an agreement to repurchase them at a fixed price on a fixed date. The security "buyer" in effect lends the "seller" money for the period of the agreement, and the terms of the agreement are structured to compensate him for this. Dealers use Repos extensively to finance their positions. Exception: When the Fed is said to be doing Repos, it is lending money, increasing bank reserves.

SAFEKEEPING: A service to customers rendered by banks for a fee whereby securities and valuables of all types and descriptions are held in the bank's vaults for protection.

SECONDARY MARKET: A market made for the purchase and sale of outstanding issues following the initial distribution.

SECURITIES & EXCHANGE COMMISSION: Agency created by Congress to protect investors in securities transactions by administering securities legislation.

SEC RULE 15C3-1: See Uniform Net Capital Rule.

STRUCTURED NOTES: Notes issued by Government Sponsored Enterprises (FHLB, FNMA, SLMA, etc.) and corporations which have imbedded options (e.g. call features, step-up coupons, floating rate coupons, derivative-based returns) into their debt structure. Their market performance is impacted by the fluctuation of interest rates, the volatility of the imbedded options and shifts in the shape of the yield curve.

TREASURY BILLS: A non-interest bearing discount security issued by the U.S. Treasury to finance the national debt. Most bills are issued to mature in three months, six months, and one year.

TREASURY BONDS: Long-term coupon-bearing U.S. Treasury securities issued as direct obligations of the U.S. Government and having initial maturities of more than 10 years.

TREASURY NOTES: Long-term coupon-bearing U.S. Treasury securities issued as direct obligations of the U.S. Government and having initial maturities from two to 10 years.

UNIFORM NET CAPITAL RULE: Securities and Exchange Commission requirement that member firms as well as nonmember broker-dealers in securities maintain a maximum ratio of indebtedness to liquid capital of 15 to 1; also called net capital rule and net capital ratio. Indebtedness covers all money owed to a firm, including margin loans and commitments to purchase securities, one reason new public issues are spread among members of underwriting syndicates. Liquid capital includes cash and assets easily converted into cash.

YIELD: The rate of annual income return on an investment, expressed as a percentage. (a) INCOME YIELD is obtained by dividing the current dollar income by the current market price for the security. (b) NET YIELD or YIELD TO MATURITY is the current income yield minus any premium above par or plus any discount from par in purchase price, with the adjustment spread over the period from the date of purchase to the date of maturity of the bond.

RESOLUTION NO. 2022-37

A RESOLUTION OF THE CITY COUNCIL OF THE CITY OF VISALIA ADOPTING THE CITY INVESTMENT POLICY

WHEREAS, the Council of the City of Visalia has adopted the Statement of Investment Policy; and

WHEREAS, California Government Code section 53646 requires annual review and adoption of the Investment Policy; and

WHEREAS, the authority to manage the City's investment program is derived from the City's Charter; and

WHEREAS, California Government Code section 53607 requires the authority to invest the funds of the City to be delegated annually to the Finance Director/Treasurer,

NOW, THEREFORE, BE IT RESOLVED that the Council of the City of Visalia adopt the City of Visalia Statement of Investment Policy and delegate responsibility for the investment program to the Finance Director/Treasurer.

PASSED AND ADOPTED: LESLIE B. CAVIGLIA, CITY CLERK

STATE OF CALIFORNIA)
COUNTY OF TULARE) ss.
CITY OF VISALIA)

I, Leslie B. Caviglia, City Clerk of the City of Visalia, certify the foregoing is the full and true Resolution _____ passed and adopted by the Council of the City of Visalia at a regular meeting held on _____.

Dated: Leslie B. Caviglia, CITY CLERK

By Michelle E. Nicholson, Chief Deputy City Clerk

Visalia City Council

Staff Report

File #: 22-0240 **Agenda Date:** 6/20/2022 **Agenda #:** 12.

Agenda Item Wording:
Consideration of a Mural Application request from Habitat for Humanity of Tulare / Kings Counties for one mural proposed on the east and north-facing facades of the commercial building located at 637 S. Lovers Lane.
Deadline for Action: 6/20/2022

Submitting Department: Community Development

Contact Name and Phone Number:
Brandon Smith, Principal Planner, (559) 713-4636, brandon.smith@vislia.city <mailto:brandon.smith@vislia.city> Paul Bernal, Community Development Director, (559) 713-4025, paul.bernal@vislia.city

Department Recommendation:
Staff recommends, based on the recommendation of the Mural Panel, that this mural application for the proposed mural located at 637 South Lovers Lane be approved with the image proposed by the applicant (see Attachments 2a and 2b).

Background Discussion:
The City of Visalia received a mural application on May 2, 2022, from Habitat for Humanity of Tulare / Kings Counties for a mural to be painted on the north and east walls of the building located at 637 South Lovers Lane. The building is owned by Habitat for Humanity and contains the ReStore. The mural would be visible from Lovers Lane, and the north-facing wall which alerts traffic to the parking lot entrance would be visible to southbound traffic. The mural application (see Attachment 1), a rendering of the proposed mural recommended by the Mural Panel for approval (see Attachments 2a and 2b), and a location map and photo of the existing wall (see Attachments 3 and 4) are attached. The objective of the mural is to refresh the building's façade, which is currently painted in a predominantly white with colored blocks / bricks on the sides, and to help increase visibility of the building.

The proposed mural, measuring approximately 32 feet wide by 13 feet tall, is designed by Katy Kemalyan, an AmeriCorps Volunteer working with Habitat for Humanity and a former Kings Art Center art teacher. The mural itself will be installed by groups of experienced artist volunteers and general volunteers from the community. The east-facing mural looking toward Lovers Lane depicts a mixture of generally local and native flora (e.g., California poppies, Valley oak leaves, Indian blanket) intertwined with various home articles, gardening materials, and tools, all on a light blue background. This façade also includes a painted sign for Habitat for Humanity that was separately reviewed and approved as a sign permit for the use of the building. The north-facing mural depicts a giant sequoia tree. The mural is intended to suggest a narrative of community building and recycling, and to present an artistically inspired image that portrays Habitat's contribution to the community.

No words will be incorporated into the mural, as the painted sign at the top was previous reviewed and approved separately as a sign permit. Materials used for the project will consist of a blue prime and paint, with deigns transferred via grid drawings, and sealed with a clear Perma-guard sealant for protection.

Work on the mural is expected to begin upon receiving approval from the City Council. Habitat for Humanity is the owner of the building and subject site, and the mural will be maintained by the owner with assistance from the artist in the case of any major vandalization. As stated on the mural application, the artist is a former art teacher and has a resume of work that includes four self-designed and painted murals within Kings County along with approximately one dozen murals that she has assisted with.

Mural Agreement:
The City's Mural Guidelines requires that the property owner and applicant enter into an agreement that identifies the terms and conditions under which the mural will be applied. A draft of the mural agreement is attached to this report as Attachment 5, should the City Council elect to approve the mural application.

Staff Initial Review of Compliance with Mural Guidelines:
Habitat for Humanity initially consulted staff and submitted an application and rendering for the east façade of the building which strictly contained home articles, gardening tools, and building materials, together with the sign at the top of the façade (see Attachment 7). Staff indicated to the applicant that the mural appeared to conflict with the City's adopted Guideline Nos. 2 and 3, which state:

> 2. Murals shall not contain copy, lettering, symbols or references directly to the promotion of any product, business, brand, organization, service, cause or place. Murals may contain limited commercial elements so long as they are not considered commercial speech with the purpose of promoting a commercial transaction. For those mural applications that may contain limited commercial elements, the Mural Panel will ask the question - "If the business on which the mural is located were to move, would the mural still be good quality art and something the community would want to remain?" If so, the mural is not considered commercial speech or advertisement but rather pure art.
>
> 3. Murals shall not be merely an extension or enlargement of a sign. If the theme of the mural is to promote a business, brand, organization, service, cause or place, it shall meet all requirements of the City of Visalia sign ordinance.

Staff advised the applicant to proceed first with obtaining a sign permit for the lettering along, since it was purely a sign on its face and was desired by the applicant for site identification.

Staff further indicated that the mural, if desired by the applicant, would need to meet the application's submittal requirement consisting of a 1:12 scale drawing. Staff was already convening a meeting of the Mural Panel to review an unrelated mural application and allowed for Habitat for Humanity's application to be reviewed by the Mural Panel for preliminary comment.

Mural Panel Review:
In accordance with the City's Mural Guidelines and Procedures, the Mural Panel consisting of a representative from the Arts Consortium (Ampelio Mejia Perez), Arts Visalia (Alison Schlick Miniaci),

and a mayoral appointment (Walter Deissler) convened to review the application. The purpose of the Mural Panel is to assure compliance with local ordinances and the mural guidelines, and to determine whether the artist has the ability to produce a quality piece of art. All members of the Mural Panel together with the applicant and artist met on June 1, 2022 to discuss the mural, followed by a meeting held on June 8, 2022 to review a revised mural rendering produced at 1:12 scale.

The Mural Panel reviewed the initial submittal (see Attachment 7) on June 1, along with some other concepts brought by the artist to the meeting. The Panel was favorable to the concept of the use of artwork and imagery on the façade, provided that the artwork itself would be a primary focus over the individual parts (i.e., objects) that composed the artwork. Following discussion between the Panel and the applicant, the applicant agreed to produce a 1:12 scale drawing with more detail, wherein the flora would comprise at least half of the rendering and would be interwoven through the image.

The Panel reconvened on June 8, 2022, to review the new image (attached as Exhibit 2) and voted to recommend that the City Council approve the mural. The Panel concluded that the mural was consistent with the City's Mural Guidelines and did not constitute an enlargement of a sign. The Panel determined that the mural represented good quality art and could remain on the building even if Habitat for Humanity were to move from the site. While the image contains images of ordinary household objects, they are not the focal point of the image and does not bear advertising copy towards Habitat for Humanity. The Panel noted that the mural evokes artistic depictions of Visalia's heritage involving agriculture along with supporting a hard work and do-it-yourself ethic and commended its pleasing display of artwork.

Fiscal Impact:
No fiscal impact to the City. The applicant and artist are responsible for the installation, maintenance, and removal of the mural.

Prior Council Action:
No prior Council action related to mural proposals on this site.

Alternatives: None.

Recommended Motion (and Alternative Motions if expected):
I move to approve the mural application for a mural on the north and east façades of the building located at 637 South Lovers Lane as shown in Attachments 2a and 2b.

Environmental Assessment Status:
The mural is considered Categorically Exempt under Section 15311 of the Guidelines for the Implementation of the California Environmental Quality Act (CEQA), as amended, due to the project being a placement of minor structure accessory to existing facilities including but not limited to signs.

CEQA Review:
The mural is considered Categorically Exempt under Section 15311 of the Guidelines for the Implementation of the California Environmental Quality Act (CEQA), as amended, due to the project being a placement of minor structure accessory to existing facilities including but not limited to signs.

Attachments:

Attachment 1: Application.
Attachment 2a: East-façade Rendering.
Attachment 2b: North-façade Rendering.
Attachment 3: Elevation of building prior to mural.
Attachment 4: Location map.
Attachment 5: Draft Mural Agreement.
Attachment 6: Mural Guidelines.
Attachment 7: Original Rendering submitted with application.

Application No. _____

Date Received _____

IMPORTANT! PLEASE CAREFULLY READ THE MURAL GUIDELINES AND PROCEDURES BEFORE COMPLETING THIS APPLICATION.

You will be notified within thirty (30) days whether the application has been accepted. After filing a complete application for a mural, it will be referred to the Visalia Mural Panel for consideration and action. The time required to process a mural application will vary but will be a maximum of 90 days from application submittal.

This MURAL APPLICATION must be filled out completely and with full answers to every statement and question. This application must be signed by the individual or group proposing the mural, the artist and the owner(s) of the property on which the mural is to be installed.

APPLICANT:

Name of Applicant: Habitat for Humanity of Tulare/Kings Counties Telephone: 559-734-4040

Address of Applicant: 637 S. Lover's Lane Visalia, CA 93292 E-Mail Address: katyk@hfhtkc.org

Mural site is located at: 637 S. Lover's Lane Visalia, CA 93292

Present zoning of property: Commercial Present use of property: Retail/offices

ARTIST:

Name of Mural Artist: Katy Kemalyan Telephone: 361-522-0628

Address of Applicant: 555 C. Street Lemoore, CA 93245 E-Mail Address: katyk@hfhtkc.org

PROPERTY OWNER:

Name of Property Owner: Habitat for Humanity of Tulare/Kings Counties Telephone: 559-734-4040

Address of Property Owner: 637 S. Lover's Lane Visalia, CA 92392 E-Mail Address: bobh@hfhtkc.org

Mural Application

1) Mural Detail - Please explain the nature of the mural including its size and materials to be used:

Our mural will be painted on the cinder-block façade of the East side, street facing wall of our Lover's Lane property. This wall measures 32'8"w x 13'h with a total square footage of 416 sq. ft . Once primed, the wall will be primed and painted blue. We will transfer our design via grid drawings. Teams of experienced artist volunteers will execute the design along with guided groups of general volunteers, overseen by mural artist Katy Kemalyan. Upon completion, the mural will be sealed with Perma-guard sealant.

2) What is the purpose, meaning and/or significance of the proposed mural and why is it important to share with the community?

Habitat for Humanity of Tulare/Kings Counties is the local chapter of Habitat for Humanity International. Habitat aims to ensure decent shelter for all through sustainable and transformative community development. Our goal with this mural is to refresh our building's façade, increase visibility, aid way-finding, and communicate our mission with the public. The design is based on Habitat's own logo, and signature Pantone shades of blue, gray, and green. Through images of tools, building materials, articles of the home, and locally inspired elements like poppies and giant sequoias, the design will suggest a narrative of community building and recycling.

3) What is the timetable to commence and complete the subject mural?

Upon approval, painting will be scheduled to be complete within 20-30 days of approved start date.

4) Please give a brief biography of the individual(s), group(s) or organization(s) that will install the mural along with the artistic credentials of the artist who prepared the mural design:

Katy Kemalyan is a former Kings Art Center art teacher, graduate of Southwestern University's Bachelor of Fine Arts - Painting program and is currently serving a term as an AmeriCorps Volunteer Infrastructure program at Habitat for Humanity of Tulare/Kings Counties. Part of her goal in organizing this mural is to combine her passions of community servicer and visual arts; large groups of volunteers from all over the Valley, coordinated by Katy will execute this mural, making it a truly community-based effort. Katy's experience in mural painting includes 4 self-designed and painted murals within Kings County as well as a dozen or so that she has helped on over the years.

5) Please explain who will be responsible for the murals maintenance:

The mural will be maintained by Habitat for Humanity of Tulare/Kings Counties; Katy Kemalyan will be contacted to repair any major vandalization.

Mural Application

Please submit one, reproducible rendering (sketch or photo) of an elevation drawing, prepared to a 1:12 scale [1 "=1 ft.0"], with dimensions, accurately depicting the mural to be painted.

Please refer to the Mural Guidelines and Procedures for additional information on the approval process and requirements for installing a mural in the City of Visalia.

Mural Proposal Submitted by: Katy Kemalyan

Signed: Katy Kemalyan

Date: 4/24/22

STATE OF CALIFORNIA

COUNTY OF Tulare

CITY OF VISALIA

WE, I, Robert W. Hughes being duly sworn, depose and say that (we are) (I am) the owner(s) of the property (site) involved in this application and that (we) (1) have been familiarized with the rules and regulations of the City of Visalia with respect to preparing and filing this application for a mural and that the foregoing statements and answers contained in this information on the attached materials thoroughly and completely to the best of (our) (my) ability present the arguments in behalf of the application herewith requested and that the statements and information above referred to are in all respects true and correct to the best of (our) (my) knowledge and belief.

Name of Owner(s): Robert W. Hughes, ED

Signed: Robert W Hughes

Date: 4/24/22

Return Application to:

Brandon Smith, Senior Planner
Visalia Planning Division
315 E. Acequia Avenue, Visalia, CA 93291
Email: brandon.smith@visalia.city
Phone: (559) 713-4636

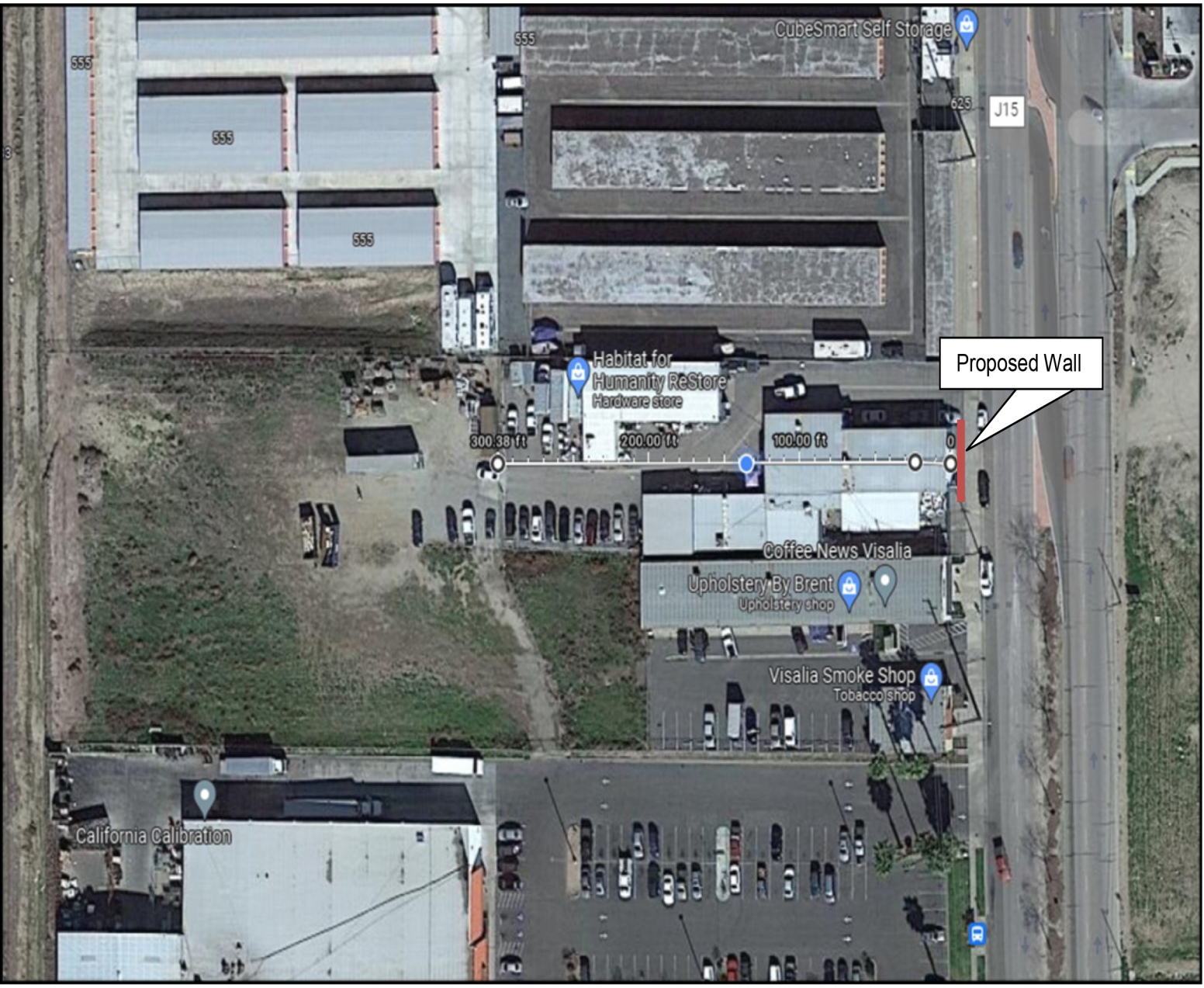
Habitat for Humanity
of Tulare/Kings Counties

PARKING
ReStore
627 S. Lovers Lane

Existing Wall

Habitat for Humanity Mural

The project site is location the east-facing façade of the commercial building located at 637 S. Lover's Lane



0 50 10 300 Feet

Location Map

N

370

MURAL INSTALLATION AND MAINTENANCE AGREEMENT

This MURAL INSTALLATION AND MAINTENANCE AGREEMENT (the "Agreement") is made this 8th of June, 2022, in the City of Visalia, County of Tulare, State of California, by and between Habitat For Humanity Tulare County ("Owner"), Katy Kemalyan ("Artist") and the City of Visalia ("City").

W I T N E S S E T H:

WHEREAS, City understands the importance of art in public places and the role that murals play in preserving our culture, conveying the history of our community, beautifying the city, and advancing the arts.

WHEREAS, murals are permitted under the City's sign ordinance upon the issuance of a permit from City pursuant to Visalia Municipal Code § 17.48.040.

WHEREAS, pursuant to City's Mural Guidelines and Procedures, murals meeting certain specification are allowed subject to review by the Mural Panel and final approval by the City Council in accordance with VMC § 17.48.040.

WHEREAS, pursuant to the City's Mural Guidelines, following approval by the Mural Panel, Owner and Artist are required to provide to the City Manager, or his/her designee, evidence of an agreement which identifies the terms and conditions under which the mural will be applied; and

WHEREAS, to comply with the City's mural guidelines, Owner, Artist, and City desire to execute an agreement establishing the Parties' rights and responsibilities with respect to the installation, maintenance, and ownership of the mural.

NOW, THERFORE, in consideration of the mutual covenants contained in this Agreement and for other good and valuable consideration, the receipt and adequacy of which is hereby acknowledged, the parties hereto agree as follows:

Article 1
Definitions

1.1 "Commercial" means words or images used elsewhere in the marketplace for the purpose of promoting a particular business, product, service, cause, place or brand.

1.2 "Commercial element" means art that by virtue of its location or proximity to a business may serve a minimal commercial purpose. If that art were in a different location, it would be considered pure art and not commercial in nature.

1.3 "Good condition" means that the mural is free of dirt, debris, and any other object or substance interfering with the public's view of the mural.

1.4 "Mural" means a sign as defined in Visalia Municipal Code, Chapter 17.48. It is also generally described as a picture or representation, in any type of medium, on an exterior surface of a building, structure, fence or garden wall.

1.5 "Mural Panel" means the group of individuals approved by the City Manager to review applications to place murals in public places prior to presentation to Council.

Article 2
Owner's Covenants

2.1 Authorization. Owner covenants that Owner owns the property located at 637 S. Lovers Lane, Visalia, California, 93292 (the "Property"), is authorized to permit the mural's installation upon the east and north-facing wall of the Property, and will permit Artist to do so following this Agreement's execution.

2.2 Maintenance and Repair. Owner covenants to maintain and repair the mural during the term of this Agreement so that the mural is at all times in a state of good condition.

Article 3
Artist's Covenants

3.1 Installation. Artist covenants to complete installation of the mural on the west-facing wall of the Property within 120 days after this Agreement's execution.

3.2 Necessary Artistic Repairs. Artist covenants to assist Owner in making any necessary repairs to the mural's artistic content, including, but not limited to, restoring a damaged portion of the mural's content.

Article 4
Term, Termination, and Extension

4.1 Term. This Agreement shall have a term of ten (10) years from the date of execution, unless terminated pursuant to Article 4 or Article 8.

4.2 Owner's Termination. Owner may elect to terminate this Agreement without any liability to Artist or City if Artist: (a) fails to install the mural as specified in this Agreement; or (b) fails to complete installation of the mural on the date required by Section 3.1 for any reason. In the event of such termination, Owner may elect to cover or remove those parts of the Mural that have been installed.

4.3 City's Termination. City may elect to terminate this Agreement without any liability to Artist or Owner if the Mural is not maintained in accordance with Section 7.1.

4.4 Extension. The Parties hereto may mutually agree in writing to extend the term of this Agreement for successive five (5) or ten (10) year periods.

Article 5
Mural Specifications

5.1 Artistic Freedom. The provisions of this Article 5 shall not in any way limit or restrict Artist's right to include content in the mural that is not commercial, indecent, or obscene.

5.2 Commercial Content. The mural shall not include an advertisement or be commercial in nature. Murals shall not contain copy, lettering, symbols or references directly to the promotion of any product, business, brand, organization, service, cause or place. Murals may contain limited commercial elements so long as they are not considered commercial speech with the purpose of promoting a commercial transaction.

5.3 Obscene and Indecent Content. The mural shall comply with City ordinances prohibiting indecency and obscenity in public.

5.4 Sponsor and Artist Identification. In no event shall the name of a sponsor, a sponsor product likeness, or the Artist's signature individually comprise more than one (1) percent of the mural.

5.5 Configuration and Dimensions. The mural shall be of the same configuration and dimensions as the scale rendition preliminarily approved by the Mural Panel and Owner.

Article 6
Installation

6.1 Time of Installation. Artist shall begin installing the mural as soon as reasonably practicable after this Agreement's execution.

6.2 Notice of Installation. Artist shall provide advance notice in writing to Owner of the date and time Artist intends to install the mural. Artist may thereafter proceed with the installation if Owner is not present, unless Owner notifies Artist in writing otherwise.

6.3 Materials. Artist shall be responsible for providing, at its cost, all materials necessary to install the mural.

6.4 Landscape Protection and Removal. Parties acknowledge that the site of the proposed mural does not contain landscaping. .

6.5 Application for Encroachment Permit. Artist shall determine whether installation of the mural requires an encroachment permit pursuant to Visalia Municipal

Code § 12.12.010, which requires an encroachment permit for any work performed in the public right of way or utility easements in the City, and, if required, Artist shall acquire said permit prior to commencing the mural's installation.

Article 7
Maintenance and Repairs

7.1 Maintenance and Repairs. Owner shall be responsible for maintaining the mural in good condition at all times while this Agreement is in force. If, for any reason, the mural is not so maintained, as determined by City, City shall notify Owner of the need to perform maintenance and/or repairs and identify the actions necessary for compliance with this provision. If, after thirty (30) days from the date of the City's notification to Owner of the need for maintenance and/or repairs, Owner has not performed the actions identified by City as being necessary for compliance with this provision, City may enter Owner's property and perform any necessary maintenance and/or repairs at Owner's expense.

7.2. Access. Owner hereby grants City and Artist a right of access to the Property to paint the mural and to perform maintenance and repairs required pursuant to this Agreement, and otherwise to ensure the mural remains in good condition while this Agreement is in force. The license shall continue for a period of ten (10) years from the date of this Agreement's execution.

Article 8
Removal

8.1 Removal by City. City may remove the mural at Owner's expense if Owner fails to maintain the Mural in good condition as provided in Section 7.1.

8.2 Removal by Owner. Owner may remove the mural at Owner's expense if Owner reasonably determines that the mural is harming the Property or limiting Owner's ability to use the Property for the purpose for which it is intended; provided that Owner shall provide Artist and City with sixty (60) days' notice that Owner intends to remove the mural at the end of the notice period. If possible, Owner shall work with Artist and City to find another suitable site for the mural.

Article 9
Insurance and Indemnification

9.1 Insurance. Owner or Artist shall obtain adequate insurance, both in type and amount, as determined by the City's Risk Manager; provided however, that if either party is unable to obtain insurance coverage, then in lieu thereof the Owner and the Artist may agree to indemnify City pursuant to Section 9.2.

9.2 Indemnification and Coordination. Unless insurance coverage has been obtained in accordance with Section 9.1, Owner and Artist hereby agree:

(i) to jointly and severally indemnify City for any costs the City incurs in connection with the mural caused by the actions of the Owner or Artist, their officers, employees, or agents, or any person who was under their control insofar as permitted by law. Further, Owner and Artist hereby agree to hold harmless, indemnify, and defend the City of Visalia, its officials, members, agents, and employees against any claims, costs, damages, demands, liability, and notices, or any of these, arising or resulting from any damage or injury proximately caused by actions of either party in connection with the mural, regardless of whether the city is actively negligent or passively negligent, except for those claims, costs, damages, demands, liability, and notices, or any of these, caused solely by the negligence or willful misconduct of City; and

(ii) to cooperate with the City to respond to specific risks, hazards, and dangers to public health and safety that are reasonably foreseeable consequences of the activity contemplated by this Agreement.

Article 10
Intellectual Property

10.1 Ownership: City, its successors and assigns, shall own all rights in the mural except as specified below.

10.2 Copyright. Subject to the restrictions and usage rights and licenses granted to Owner hereunder, and unless otherwise agreed to by the parties in writing, Artist shall retain all 17 U.S.C. §106 copyrights in all original works of authorship produced under this Agreement. If Artist is comprised of two or more individual persons, the individual persons shall be deemed joint authors of the mural.

10.3 Owner's Intellectual Property License. Artist hereby grants to Owner, and to Owner's agents, authorized contractors and assigns, and to City an unlimited and irrevocable license to do the following with respect to the Mural:

(i) Owner may use and display the mural on the Property only.

(ii) Owner and City may make, display, and distribute, and authorize the making, display, and distribution of photographs and other reproductions of the mural. Owner and City may use such reproductions for any Owner-related or City-related purpose, including advertising, educational and promotional materials, brochures, books, flyers, postcards, print, broadcast, film, electronic, and multimedia publicity. Owner and City shall ensure that such reproductions are made in a professional and tasteful manner, in their sole and reasonable judgment. Owner and City shall make reasonable efforts to ensure that such reproductions include the following credit line and copyright notice where practicable: "[Title of Artwork]" © [Year of completion] by [Artist's name]. Failure to include such credit line and notice in any reproductions shall not constitute a breach of this agreement. Neither Owner nor City may license or sublicense its rights for any private or

commercial purpose. This license granted hereunder does not include the right to sell photographs or reproductions of the mural or to reproductions.

10.4 Third Party Infringement. Artist represents and warrants that the mural is the sole work of the Artist and does not infringe the intellectual property rights of any third parties. Neither Owner nor City is responsible for any third party infringement of Artist's copyright or for protecting Artist's intellectual property rights. Further, Artist agrees to indemnify Owner and City against any claims brought against Owner or City alleging that the mural infringes the intellectual property rights of any third parties.

10.5 Publicity. Owner and City shall have the right to use Artist's name, likeness, and biographical information, in connection with the display or reproduction and distribution of the mural. Artist shall be reasonably available to attend any ceremonies related to the mural.

10.6 Trademark. In the event that Owner's or City's use of the mural creates trademark, service mark or trade dress rights in connection with the mural, Owner and City shall have an exclusive and irrevocable right in such trademark, service mark, or trade dress.

10.7 Waiver of Artist's Rights. With respect to the mural produced under this Agreement, and in consideration of the procedures and remedies specified in this Agreement, Artist hereby waives any and all claims, arising at any time and under any circumstances, against Owner and City, its officers, agents, employees, successors and assigns, arising under the federal Visual Artists Rights Act (17 U.S.C. §§106A and 113(d)), the California Art Preservation Act (Cal. Civil Code §§987, et seq.), and any other local, state, federal or international laws that convey rights of the same nature as those conveyed under 17 U.S.C. §106A, Cal. Civil Code §§ 987, et seq., or any other type of moral right protecting the integrity of works of art. Specifically, Artist hereby waives any and all such claims against Owner or any future owners of the Property, and its agents, officers and employees, and City. Artist hereby represents and warrants that the Artist is authorized to sign this waiver.

Article 11
Miscellaneous Provisions

11.1 Limitation of Liability. UNDER NO CIRCUMSTANCES SHALL ONE PARTY TO THIS AGREEMENT BE LIABLE TO THE OTHER PARTY FOR ANY SPECIAL, CONSEQUENTIAL, INDIRECT, OR INCIDENTAL DAMAGES, INCLUDING LOST PROFITS, ARISING OUT OF OR IN CONNECTION WITH THIS AGREEMENT, OR ANY ACTIVITIES PERFORMED IN CONNECTION WITH THIS AGREEMENT, REGARDLESS OF WHETHER A CLAIM MADE BY THAT PARTY IS BASED ON CONTRACT OR TORT.

11.2 Survival. The provisions contained in Article 10 shall survive the expiration or termination of this Agreement.

11.3 Modification and Amendment. This Agreement may not be modified, nor may compliance with any of its terms be waived, except by written instrument executed and approved in the same manner as this Agreement.

11.4 Governing Law; Venue. The formation, interpretation and performance of this Agreement shall be governed by the laws of the State of California, without regard to its conflict of laws principles. Venue for all litigation relative to the formation, interpretation and performance of this Agreement shall be in Visalia.

11.5 Headings. All article and section headings and captions contained in this Agreement are for reference only and shall not be considered in construing this Agreement.

11.6 Entire Agreement. This Agreement sets forth the entire agreement between the parties and supersedes all other oral or written provisions.

11.7 Counterparts. This Agreement may be executed in multiple counterparts and signatures may be exchanged by facsimile or electronically, each of which shall be deemed to be an original document, and all of which together shall constitute one and the same document.

11.8 Relationship of the Parties. Nothing contained in the Agreement shall be construed as creating any agency, partnership, or other form of joint enterprise between the Parties. The relationship between the Parties shall at all times be that of independent contractors. Neither Party shall have authority to contract for or bind the other in any manner whatsoever. The Agreement confers no rights upon either Party except those expressly granted herein.

11.9 Attorney Fees. In the event either party commences legal proceedings for the enforcement of this Agreement, the prevailing party shall be entitled to recovery of its attorney's fees, litigation expenses, and court costs incurred in the action brought thereon. Attorney's fees and litigation expenses shall include without limitation costs of preparation and discovery and retaining expert witnesses, and such fees and expenses shall be payable whether or not the litigation proceeds to final judgment. "Prevailing party" shall be defined as the party with a net monetary recovery, a defendant in whose favor a dismissal is entered, a defendant where neither plaintiff nor defendant obtains any relief, and a defendant as against those plaintiffs who do not recover any relief against that defendant. When any party recovers other than monetary relief and in situations other than as specified herein, the prevailing party shall be as determined by the court.

11.10 Notices. Notices or other communications required by this Agreement will be sufficiently made or given if mailed by certified First Class United States mail, postage pre-paid, or by commercial carrier (e.g., FedEx, UPS, etc.) when the carrier maintains receipt or record of delivery, addressed to the address stated below, or to the last address specified in writing by the intended recipient.

Owner:	Bob Hughes Habitat For Humanity Tulare County 637 S. Lovers Lane Visalia, CA 93292
Artist:	Katy Kemalyan _____ _____
City	City of Visalia, Attn: Leslie Caviglia, City Manager 220 N. Santa Fe Street Visalia, CA 93292

IN WITNESS WHEREOF, the parties hereto have caused this Agreement to be duly executed as of the date first specified herein.

Owner

_____
Bob Hughes
Habitat For Humanity Tulare County

Artist

_____
Katy Kemalyan

City

_____
Leslie Caviglia
City Manager

CITY OF VISALIA
MURAL GUIDELINES AND PROCEDURES

INTRODUCTION:

Murals are considered signs and, as such, are governed by the City's sign ordinance found in Chapter 17.48 of the Visalia Municipal Code ("VMC"). Murals require the issuance of a permit from the City pursuant to VMC §17.48.030. Murals which are non-commercial, contain no advertising copy and which do not function as an advertisement are allowed, subject to review by the Mural Panel and final approval by the City Council (VMC §17.48.040(S).). These guidelines are provided to assist mural applicants through the process prior to presentation to City Council.

PURPOSE: To define the process used by groups or individuals ("applicants") who desire to install murals in Visalia public places. The City of Visalia understands the importance of art in public places and the role that murals play in preserving our culture, conveying the history of our community, beautifying the city and advancing the arts. These guidelines will provide direction to applicants wishing to install murals in public places.

DEFINITIONS:

"Parks Commission" means the Visalia Parks and Recreation Commission which is responsible for City of Visalia Parks.

"Planning Commission" means that Visalia Planning Commission responsible for approving variances in the sign ordinance.

"Public places" means places within the City limits of Visalia, which are visible to the public.

"Commercial" means words or images used elsewhere in the marketplace for the purpose of promoting a particular business, product, service, cause, place or brand.

"Commercial Element" means art that by virtue of its location or proximity to a business may serve a minimal commercial purpose. If that art were in a different location, it would be considered pure art and not commercial in nature.

"Mural" means a sign as defined in VMC Chapter 17.48. It is also generally described as a picture or representation, in any type of medium, on an exterior surface of a building, structure, fence or garden wall.

"Mural Panel" means a group of individuals approved by the City Manager to review applications to place murals in public places prior to presentation to Council. Mural Panel will be comprised of one (1) representative from the Arts Consortium, one (1) representative from Arts Visalia, and one (1) representative appointed by the Mayor. In all cases, the person appointed should have no involvement/conflict of interest with the mural under consideration. The representatives will be appointed by the Chair of these organizations and the Mayor upon the receipt of a Mural Application.

"Preliminary Approval" means the application has been accepted, found to be in good order and complete and the proposed mural is deemed appropriate by the mural panel.

GENERAL GUIDELINES:

1. The emphasis of the murals will be on "artistic expression" and must not include an advertisement or be commercial in nature. This will in no way limit or restrict the artist's right to include speech and/or artistic expression in a mural that is not commercial as defined above. All murals must comply with City ordinances that prohibit indecency or obscenity in public.

2. Murals shall not contain copy, lettering, symbols or references directly to the promotion of any product, business, brand, organization, service, cause or place. Murals may contain limited commercial elements so long as they are not considered commercial speech with the purpose of promoting a commercial transaction. For those mural applications that may contain limited commercial elements, the Mural Panel will ask the question – "If the business on which the mural is located were to move, would the mural still be good quality art and something the community would want to remain?" If so, the mural is not considered commercial speech or advertisement but rather pure art.

3. Murals shall not be merely an extension or enlargement of a sign. If the theme of the mural is to promote a business, brand, organization, service, cause or place, it shall meet all requirements of the City of Visalia sign ordinance. If the proposed mural is determined to be commercial in nature and is therefore deemed by the Mural Panel to be a form of advertisement, the Mural Application will be referred to the City of Visalia Planning Department for a variance in the sign ordinance. That application will then follow their process for review and approval.

4. Not more than 1% of the mural will contain the name of a sponsor and/or sponsor product likeness. The artist's signature shall not be more than 1% of the mural.

5. Temporary Murals will receive, as is reasonably practicable, expedited review by the Mural Panel. Temporary murals shall be required to comply with the provisions of these guidelines, and will be removed no later than one year after completed. After one year, if there is a desire for the mural to remain in place, the owner will resubmit a mural application and follow the standard process as outlined herein.

6. Mural artists will be required to demonstrate their ability and experience to create high quality, well designed and well executed murals and/or art. The artist must provide the Mural Panel a portfolio of work that is reflective of the style of the proposed mural. This will be used to help determine whether the artist will be able to uphold the standards for quality art within the City of Visalia. For those artists without a portfolio of work, the Mural Panel will consider other presented forms of art that demonstrate an ability to create a quality mural.

7. New murals erected without receiving proper approval and that did not go through the Mural Application and Approval Process, will be required to retroactively go through the Process. Property owners will have 30 days after receiving notification to submit a mural application after which the mural will be deemed a sign and subject to all permitting requirements of VMC 17.48. The retroactive mural applications will be required to comply with all Mural Guidelines and must receive City Council approval. Murals that fail to be approved will be removed within 30 days after the denial at the property owners expense.

APPLICATION AND APPROVAL PROCESS:

STEP 1: Muralist(s) must obtain an application from the Community Development Department office at 315 E. Acequia Ave. or online at www.visalia.city. The time required to process a mural application will vary but will be a maximum of 90 days from application submittal. The application will provide information to the City regarding location, size, concept and content of the mural, type of paint/media, owner of the building where the mural will be located, artist(s), dates of application, individuals who will be responsible for maintenance. The application must be signed by the individual/group proposing to place the mural, as well as the property owner where the mural will be placed and submitted to the City Manager or his/her designee along with a 1:12 scale [1"=1 ft.-0"] sketch, rendering or photo of the proposed mural.

STEP 2: The application and mural rendering must be reviewed and approved by the Mural Panel and the owner of the property where the mural is proposed to be placed. The review will be conducted to assure compliance with local ordinances and regulations, these guidelines, and the ability of the artist(s) proposing the mural to produce a quality mural. If the mural receives preliminary approval, it will move forward in the process.

Any mural that is to be installed in or on a community center or park, except Convention Center, must, in addition to review by the Mural Panel, be reviewed by the Parks Commission prior to submission to the Visalia City Council for final approval.

STEP 3: After receiving preliminary approval, the artist will then be required to provide for review their portfolio of work that is reflective of the proposed mural. The Mural Panel will use the portfolio of work to help determine whether the artist has the technical skill and ability to produce a quality mural within the City of Visalia. If the artist is unable to provide a portfolio of work, at a minimum, the artist will be required to provide evidence of artistic talent that satisfies the Mural Panel as to the skill and ability of the artist to create a mural that is of good quality.

STEP 4: After review and acceptance of the artist's body of work, the Mural Panel will make a recommendation to the City Council for approval of the mural application which is the final approval step.

MURAL AGREEMENT:

Following approval by the Mural Panel, whether the mural will be placed on public or private property, the property owner and applicant(s) will be required to provide to the City Manager, or his/her designee, evidence of a proposed agreement which identifies the terms and conditions under which the mural will be applied. These terms and conditions include, but are not limited to:

A. Specifications regarding the mural (location, size, concept and content of the mural, type of paint/media);
B. Application for Encroachment Permit if necessary;
C. Identification of ownership of the mural image and use thereof;
D. Expected timeframe for completion;
E. Long term mural maintenance;
F. Circumstances under which the mural may be removed by the City and/or property owner (i.e. lack of maintenance or in disrepair);
G. Proof of Liability Insurance;
H. Landscape removal and replacement or protection, if any;

The proposed agreement will be provided to the Mural Panel and will be submitted to City Council along with the recommendation of the Mural Panel and, if necessary, the Park Commission.

APPEAL TO CITY COUNCIL:

In the event the Mural Panel and/or the Park Commission determines the proposed mural does not comply with the parameters of these guidelines or other City ordinances and regulations, and therefore determines to withhold its approval, applicant(s) may apply for a variance as authorized by VMC section 17.48.040(P) and outlined in VMC section 17.48.110.

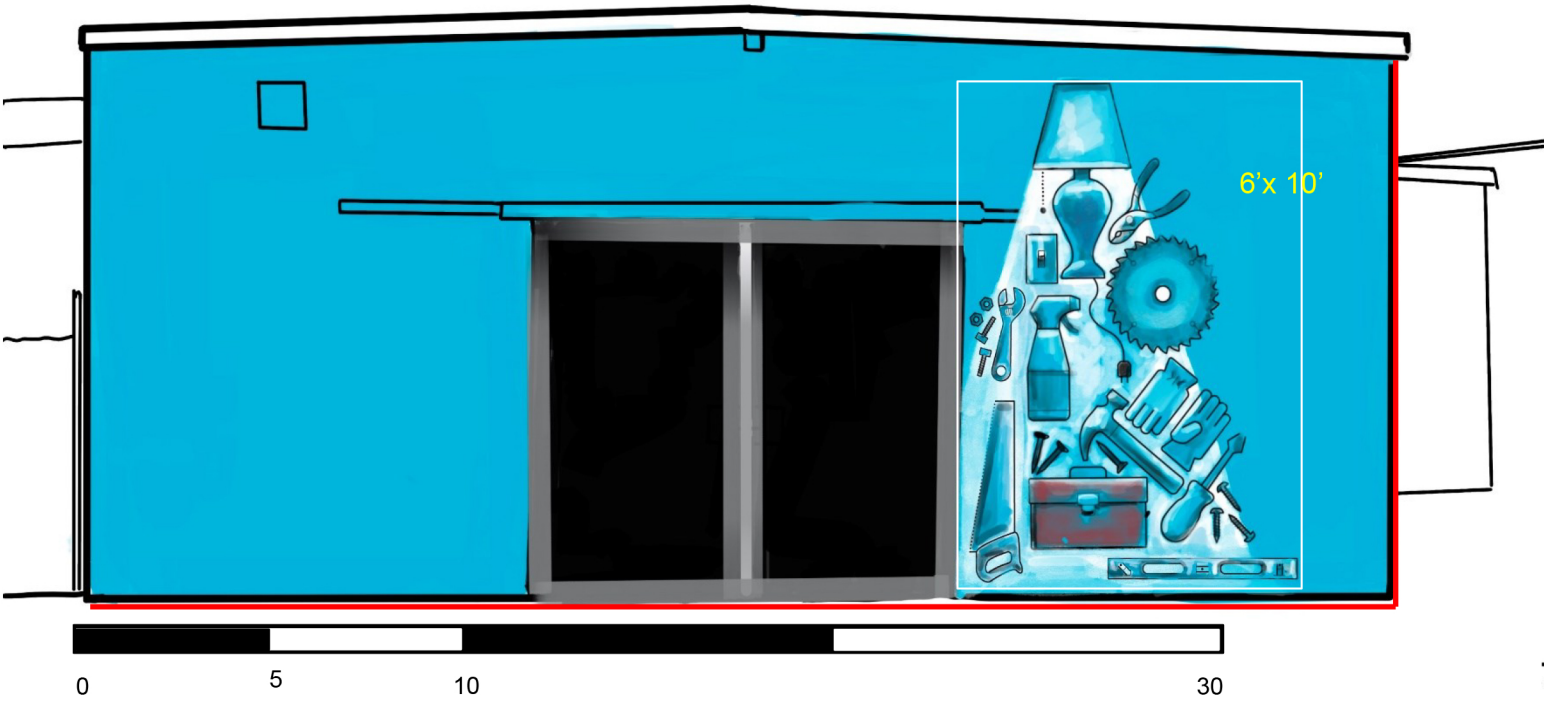
FINAL INSPECTION AND ACCEPTANCE:

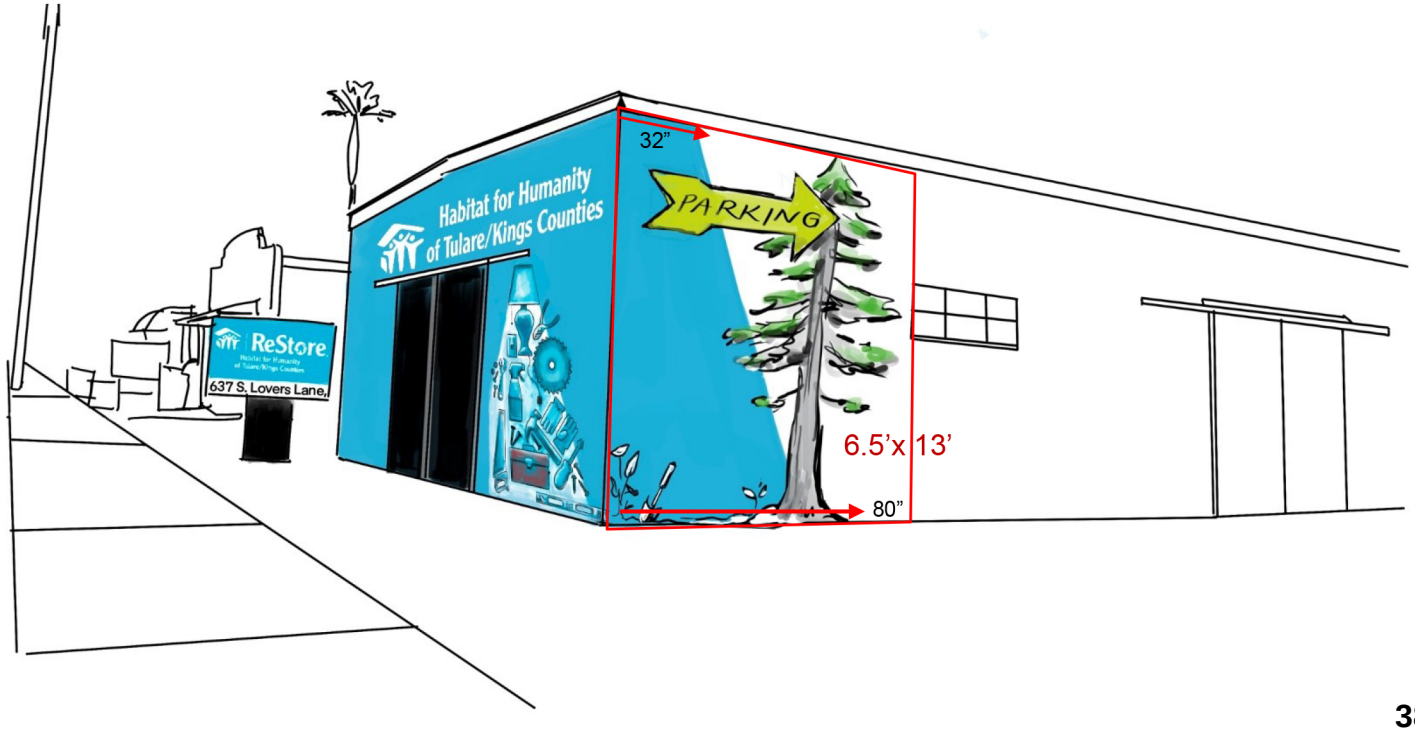
The City reserves the right to inspect the mural during installation and upon completion to ensure that the final product is in compliance with the approved mural application. Should it be found that the mural is not in compliance, the artist and property owner will be notified and given 30 days to remedy the situation. Should the property owner and/or artist fail to make the necessary corrections, the mural will be deemed out of compliance and will be removed at the expense of the property owner and/or artist.

Revised 3-05-14

Proposed Design

East facing wall 32’8”wx13’h_





Visalia City Council

Staff Report

File #: 22-0243 **Agenda Date:** 6/20/2022 **Agenda #:** 13.

Agenda Item Wording:
Appoint Walter Deissler and Jay Hohlbauch to a second one-year term, appoint Tyler Davis to a second two-year term, and appoint Patricia Kane and Michael Kreps to a third two-year term on the Historic Preservation Advisory Committee.
Deadline for Action: 6/20/2022

Submitting Department: Community Development

Contact Name and Phone Number:
Walter Deissler, Chairperson, Historic Preservation Advisory Committee
Cristobal Carrillo, Associate Planner, (559) 713-4443, cristobal.carrillo@visalia.city <mailto:cristobal.carrillo@visalia.city>
Paul Bernal, Community Development Director, 713-4025 paul.bernal@visalia.city <mailto:paul.bernal@visalia.city>

Department Recommendation:
Staff recommends that the City Council accept the recommendation of the Historic Preservation Advisory Committee (HPAC) and do the following:

1. Appoint Walter Deissler to the Committee for a second one-year term beginning July 1, 2022, and ending June 30, 2023. The request to only appoint Mr. Deissler for one year is a result of a disproportionate number of committee members with terms expiring in even years. If approved for a one-year term, reappoints for HPAC committee members will revert back to a 4/3 split with a portion with terms expiring in odd years and a portion with terms expiring in even years.
2. Appoint Jay Hohlbauch to the Committee for a second one-year term beginning July 1, 2022, and ending June 30, 2023. The request to only appoint Mr. Hohlbauch for one year is a result of a disproportionate number of committee members with terms expiring in even years. If approved for a one-year term, reappoints for HPAC committee members will revert back to a 4/3 split with a portion with terms expiring in odd years and a portion with terms expiring in even years.
3. Appoint Tyler Davis to the Committee for a second two-year term beginning July 1, 2022, and ending June 30, 2024.
4. Appoint Patricia Kane to the Committee for a third two-year term beginning July 1, 2022, and ending June 30, 2024.
5. Appoint Michael Kreps to the Committee for a third two-year term beginning July 1, 2022, and ending June 30, 2024.

Summary:
Staff and the Historic Preservation Advisory Committee (HPAC) request the City Council appoint Walter Deissler and Jay Hohlbauch to a second one-year term and appoint Tyler Davis to a second two-year term on the Committee and appoint Patricia Kane and Michael Kreps to a third two-year term on the Committee.
When preparing the staff report for HPAC reappointments, staff concluded that a disproportionate number of committee members (six HPAC members) will have terms expiring June 30, 2024, leaving only one member (Marilynn Mitchell) with her first term expiring June 3, 2023. As a result, staff is requesting at this time that two committee members, Walter Deissler and Jay Hohlbauch, be reappointed for a second one-year term. If approved, this will result in committee reappointments reverting back to a 4/3 split with four committee members having terms expire in even years while three committee members will have terms expiring in odd years.

The HPAC currently has a fully seated seven-member panel. The reappointment of all five members will allow the Committee to retain a quorum and continue to pursue its mission to protect historical resources in the City of Visalia.

Background Discussion:
The HPAC is a seven-member committee which administers the Historic Preservation Ordinance and encourages property owners to maintain the historic character of their properties. The Committee meets on the second and fourth Wednesdays of the month.

The HPAC currently operates with a fully seated Committee of seven active members. The HPAC is currently working on two major projects: a comprehensive update to the Local Register of Historic Structures, and a review of the Historic Preservation Ordinance for potential ordinance revisions. Reappointment of all five members will ensure that the Committee retains sufficient membership to form a quorum and shepherd the two projects to completion. Reappointment also provides the Committee with sufficient membership to initiate new projects aimed at protecting historic resources.

Information about each of the candidates is provided below:

- Walter Deissler is an architect recently retired from working with In-N-Out Burger. He graduated from the University of Southern California in 1975 and has a keen interest in historic architecture and the preservation of historic places in the City of Visalia. Mr. Deissler has served on the HPAC since August 2020, acting as Chair of the Committee since July 2021. Mr. Deissler also serves on the City of Visalia Mural Panel, the Tulare County HOPE Building Committee, and is the Vice-President of Visalia Heritage, a local historical group. Walter Deissler was previously involved in the restoration of the California Bungalow house located at 715 North Willis Street.
- Tyler Davis is an Account Manager with the Monrovia Nursery Company with an avid interest in historic preservation. He studied at the College of the Sequoias and obtained an associate degree in the field of Ornamental Horticulture. Mr. Davis also enjoys gardening and is the president of the Visalia Succulent Club. Mr. Davis has served on the HPAC since June 2021, acting as Vice-Chair for much of that time. Mr. Davis has also served on the Board of Trustees for the Sarah A. Mooney Museum in Lemoore and is a 20-year member of the National Trust of Historic Preservation. Mr. Davis maintains and resides in a historic home along the Encina Street corridor.

- Jay Hohlbauch has previously served four, two-year terms on the HPAC from July 2013 to June 2019, and June 2020 to June 2022. Mr. Hohlbauch currently works in the construction trade and has a wide breadth of knowledge in the care and maintenance of historic structures. Coupled with his extensive experience serving as a member of the HPAC, Mr. Hohlbauch's reappointment to the HPAC would be a boon for the Committee, as no other members currently work in construction. Mr. Hohlbauch is also a member of the HPAC Sub-Committee tasked with working with the Building Advisory Committee.
- Patricia Kane is a retiree who previously worked doing consulting and technical writing for major financial institutions. Kane has served on the Committee since April 2018 and was previously the Committee Chair from November 2019 to August 2020. Ms. Kane has a deep interest in local history and has volunteered time to take on additional tasks for the Committee, including drafting correspondence to property owners and serving on the Certified Local Government Sub-Committee.
- Michael Kreps is an architect with a local office in Visalia who is well versed in public service. Mr. Kreps has been a member of the HPAC since March 2019. Mr. Kreps serves on the board of Visalia Heritage as its President and volunteers his time with Arts Visalia. Mr. Kreps has also volunteered time to take on additional tasks for the Committee, serving as a member of the Sub-Committee tasked with working with the Building Advisory Committee.

The current membership of the HPAC is as follows:

1. Walter Deissler, Chair - 1st term
2. Tyler Davis, Vice-Chair - 1st term (partial)
3. Patricia Kane - 2nd term
4. Michael Kreps - 2nd term
5. Marilynn Mitchell - 1st term
6. Jay Hohlbauch - 1st term
7. Jordan Mulrooney - 1st term

Fiscal Impact: None.

Prior Council Action:
On May 2, 2022, the City Council took the following actions:

- Appointed Jordan Mulrooney to complete the remaining term of former Committee member Peggy Lambert, beginning May 2, 2022, and ending June 30, 2022.
- Appointed Jordan Mulrooney to the Committee for a first two-year term beginning July 1, 2022, and ending June 30, 2024

Alternatives:

1. The City Council may direct staff to initiate the recruitment process for Historic Preservation Advisory Committee members immediately.

Recommended Motions (and Alternative Motions if expected):

1. I move to reappoint the five member to the Visalia Historic Preservation Committee as recommended.

CEQA Review: No environmental review is required for Committee appointments.

Attachments:

1. Historic Preservation Advisory Committee - 2022 Meeting Attendance
2. City of Visalia Committee and Commissions Handbook

HISTORIC PRESERVATION ADVISORY COMMITTEE
2022 ATTENDANCE

A - Absent P - Present SC - Special Called Meeting	Walter Deissler	Patricia Kane	Jay Hohlbauch	Michael Kreps	Marilynn Mitchell	Tyler Davis	Jordan Mulrooney	
01/12/2022	P	P	P	P	P	P		
01/19/2022	A	P	P	P	P	P		SC
01/26/2022	P	P	A	P	P	P		
02/09/2022	P	P	P	P	P	P		
02/23/2022	P	P	P	P	A	P		
03/09/2022	P	P	P	P	P	P		
03/23/2022	P	P	P	P	A	P		
03/30/2022	P	P	P	P	A	P		SC
04/13/2022	P	P	P	P	P	P		
04/27/2022	P	P	P	A	P	P		
05/11/2022	P	P	P	P	P	P	P	
05/25/2022	CANCELLED (Rescheduled to 5/26/2022)							
05/26/2022	P	P	P	P	P	P	P	SC
06/08/2022								
06/22/2022								
07/13/2022								
07/27/2022								
08/10/2022								
08/24/2022								
09/14/2022								
09/28/2022								
10/12/2022								
10/26/2022								
11/09/2022								
11/23/2022	No Meeting (Holiday)							
12/14/2022								
12/28/2022	No Meeting (Holiday)							

# of Absences - Regular Meetings	
DAVIS	0
MULROONEY	0
DEISSLER	1
MITCHELL	1
KREPS	1
KANE	0

CITY OF VISALIA

COMMITTEES

AND

COMMISSIONS

HANDBOOK

"A Guide for Community Volunteers"

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INTRODUCTION

Dear Citizen,

This packet has been prepared to inform you of how you can be involved in local government through citizen advisory committees or commissions. It includes basic information about the purpose and responsibilities, qualifications for membership and how to apply for a city committee or commission.

By serving on a city advisory committee or commission, you can help plan Visalia's future. These committees and commissions are making recommendations that affect life in Visalia. It is important that prospective members understand the functions and responsibilities of membership before actively seeking appointment. A great deal of personal satisfaction can be received through public service, and the knowledge and experience gained will be invaluable to you.

If you are interested in serving on a committee or commission, please fill out the application included in this booklet. Feel free to include a resume or other information you feel would help the City Council to decide which committee or commission could best use your expertise. Information about specific vacancies is published annually by the City. For further information or additional application forms contact the City Clerk's Office, 220 N. Santa Fe, Visalia, CA 93292 or call (559) 713-4512 or visit our website at www.visalia.city

We welcome your attendance at any of our committee or commission meetings. Please see a listing of all committees/commissions and their meeting schedules at the end of this document and feel free to contact the staff representative for further information.

The City Council also encourages your participation and involvement at City Council meetings. The City Council meets on the first and third Mondays at 7:00 p.m., located at the City Hall Council Chambers, 707 W. Acequia. The Council Members are as follows:

Steve Nelsen, Mayor
Brian Poochigian, Vice Mayor
Greg Collins, Council Member
Brett Taylor, Council Member
Liz Wynn, Council Member

We look forward to working with you to create a better Visalia.

Steve Nelsen, Mayor
City of Visalia

THE COMMITTEE AND COMMISSION'S ROLE, AUTHORITY AND RESPONSIBILITIES

The role of city committees and commissions is to advise the City Council in the determination of city policies and procedures. Committees/commissions facilitate public participation.

City committees and commissions are not involved in the administration or operation of city departments. Committee/commission members may not direct administrative staff to initiate programs. Committees/commissions may not conduct major studies or establish official policy without the approval of the City Council. City staff members are available to provide general staff assistance to committees/commissions.

Despite committees/commissions differing tasks, all share some basic responsibilities. Members need to stay informed on subjects of interest to the specific committee or commission.

Appointment to a commission or committee is an honor. It provides an opportunity for genuine public service. Each commission or committee member should be aware of the responsibilities that go along with officially serving the community. The specific duties of each commission or committee vary with the purposes for which it was formed. There are, however, many responsibilities common to all members.

1. Understand the role and responsibility of the commission or committee on which you serve. Be informed of its functions, work programs and relationship with other commissions/committees.

2. Represent the overall public good, not the exclusive point of view of a single group or interest.

3. Keep all lines of communication open. Each member serves as a communication link between the community, the City Council and the staff.

4. Do your homework and be prepared. Commission and committee members should become familiar with items under consideration prior to meetings in order to be fully prepared to discuss, evaluate, and act on matters scheduled for consideration. Feel free to seek staff's advice and assistance in advance of a meeting.

5. Establish a good working relationship with fellow members, the Council, and your staff representative.

6. Understand the scope and authority of your responsibility and strive to work within that scope.

7. Be a participant, an active representative and be enthusiastic.

8. Commission/committee members should not approve projects that violate adopted City policies. These bodies make recommendations to the Council about exceptions to or recommendations to change existing policies when appropriate.

COMMITTEE AND COMMISSION GUIDELINES

Formation of a new Committee or Commission by the City Council

Unless otherwise stated by Council, a committee or commission shall be formed initially for a period of one year with time extended at the request of the committee/commission and concurrence of the Council.

After a one-year evaluation and if the committee/commission is to continue, the length of terms will be increased, and the expiration of terms will be staggered.

A newly formed committee or commission will be convened by the city staff representative, and each committee/commission will elect a chairperson, a vice-chairperson, and a secretary once the members feel sufficiently acquainted with each other.

A staff representative will be assigned by the City Manager to work with each committee/commission to prepare agendas, keep minutes and furnish assistance.

The size of commissions and committees may vary from 5 to 15 members and is set for each body by the City Council. A committee or commission may decide that it is in the best interest of the committee/commission to modify the number of its members and may recommend a change to the Citizens Advisory Committee. After the Citizens Advisory Committee receives a recommendation from the committee/commission along with reason(s), a recommendation to modify the number of members will be made to the City Council.

Each Committee or Commission should have a mission statement. Ex: “It is the mission of the Citizens Advisory Committee to act as a liaison between the general public and the City Council concerning community issues.”

Commissions are provided for in the City of Visalia’s Charter and the duties of the Commissions are contained in the City’s Municipal Code. The formation of a new Commission requires a Charter Amendment. Revision to Commission duties and responsibilities require an Ordinance change.

Appointment of Citizens to Committees/Commissions

All appointments and reappointments require formal action of the Council. Every committee/commission serves in an advisory capacity to the City Council.

Names to be considered for appointment will be recommended to the Council by the respective committee or commission. The Council may choose, however, to fill some positions in other manners as needed.

Persons in the community wanting to serve on an advisory committee/commission should submit their name and resume to the City Clerk’s Office (a standard application form is available and included in this handbook). The City Clerk will annually publish a notice of the process and procedure to be followed by individuals wanting to serve the City.

Applications will be kept on file for a period of two years. Applicants will be contacted one year after they file their application to ensure their continued interest in serving on a City committee or commission.

Eligibility

City advisory committees/commissions will reflect, to the extent possible, the community's geographic, ethnic, gender and age composition.

Appointees to committees/commissions should be 18 years of age or older, and live or work within the urban area of Visalia as defined by Visalia Unified School District's boundary map. First consideration will be given to residents of the City of Visalia. Individuals under the age of 18 who indicate they are interested in participating are encouraged to attend meetings and participate as a member of the public. Additional requirements may be applicable to a specific Committee or Commission.

No person should serve on more than one committee or commission at one time as a regular member or as an alternate. However, individuals with unique qualifications may be asked to serve on an additional committee/commission by the City Council.

Immediate family members may not concurrently serve on the same committee or commission; however, family members are encouraged to serve on different committees/commissions.

Employees of the City of Visalia may not serve on any committee/commission other than as a staff representative. Employees of companies who do business with the City of Visalia are encouraged to serve on committees/commissions other than those where the actions of the committee/commission may directly benefit the work of the member's employer.

In accordance with Government Code Section 87200, planning commissioners are mandated to file Fair Political Practices Commission Form 700 Statement of Economic Interests upon assuming office, annually, and upon leaving office.

Government Code Section 53235 (AB 1234) requires that planning commissioners complete required ethics training within one year of assuming office and every two years thereafter.

Term Limits and Replacement Process

Term length for all members of Committees/Commissions is standardized to two-year terms. All terms begin on July 1st and end on June 30th.

Each committee member may serve three (3) two-year terms (for a total of six years). After serving for six years on a committee, a person must remain off for one year before reapplying to that same committee. This does not prohibit the person from immediately applying to a different committee or commission.

Each commissioner (Planning and Parks and Recreation Commissions) may serve four (4) two-year terms (for a total of eight years). After serving for eight years on a commission, a person must remain off for one year before reapplying to that same commission. This does not prohibit the person from immediately applying to a different commission or committee.

Because member turnover may periodically cause some difficulty in obtaining a quorum, a member's term may be temporarily extended for an additional six months by the committee.

Appropriate recognition will be made of services when a term is completed, and a member leaves a committee or commission. This recognition will be made by the committee/commission with the help of the staff representative.

Scheduled Vacancies: To comply with the Maddy Act, on or before December 31st of each year, the City Clerk's Office publishes the Local Appointment List informing the public of all scheduled vacancies for the upcoming year. The list is posted on the City's website, at all City Hall posting boards, and at the public library.

Resignations: Members resigning from a committee or commission should submit a letter of resignation to the Mayor, City Clerk and the secretary of their committee or commission.

Reappointments: When a member is eligible for another term, the committee/commission will present a recommendation to the City Council asking for reappointment of the member. Reappointments are not automatic; the City Council makes the final determination on all appointments and reappointments.

Unscheduled Vacancies: The public will be informed regarding all unscheduled vacancies within 20 days after the vacancy occurs and at least 10 days before the vacancy is filled. Postings of unscheduled vacancies will be made by the City Clerk's office by posting the vacancy on the City's website, on the City Hall posting boards, the public library, through a press release, and an announcement included in the Inside City Hall newsletter.

Filling Unscheduled Vacancies with Alternates: For committees/commissions with membership under 12, a maximum of two (2) alternates may be, but are not required to be, appointed to a committee/commission by the Council and designated as alternate 1 and alternate 2. For committees/commissions with memberships of 12 or more, a maximum of four (4) alternates may be appointed and designated alternates 1, 2, 3, 4.

Once appointed as an alternate, the advance process can occur automatically, without any further confirmation by the Council, unless the Council specifically asks for a position to be brought before them for consideration. When an unscheduled vacancy occurs, alternate 1 may automatically advance to the voting position, and alternate 2 will become alternate 1. If an alternate serves more than half of an unexpired term, it will be considered a full term. If a committee/commission prefers to recommend a different approach to filling unscheduled vacancies with alternates, Council approval must be obtained.

Alternates do not automatically advance to a voting position at the end of a member's term. When a term ends, the alternates and all other applicants are to be considered for appointment to the committee/commission and recommended to the City Council for final appointment.

Attendance

Advisory body members are expected to attend meetings regularly. Conscientious attendance is a fundamental responsibility, as irregular attendance lessens one's ability to study all aspects of items under consideration. It is important to notify staff of any absences for the purposes of determining a quorum. Members are required to notify the staff liaison no later than 24 hours prior to any regular meeting of his/her intent not to attend said meeting.

Excessive absenteeism, which is defined to mean missing three consecutive regular meetings or four regular meetings in a 12-month period, shall constitute resignation of the member and the member shall be considered removed from the advisory body. In the event a meeting is cancelled because of a lack of quorum, the member(s) whose lack of attendance caused the cancellation will be counted, even though no meeting occurred.

Tardiness and early departure of more than 30 minutes in a meeting is considered an absence.

A Council sub-committee, comprised of the Mayor and Vice Mayor, may grant an exemption to the attendance policy or approve an extended leave of absence for members of City Committees/Commissions, based on individual circumstances.

The attendance policy becomes effective April 1, 2012, and April 2012 begins the first month in the 12-month attendance counting period.

Compensation

The members of the Planning Commission receive a $100 monthly stipend and paid conferences and training. Planning Commissioners do not receive city health benefits.

All other committee and commission members receive no compensation, stipend or benefits of any kind. Actual and necessary expenditures incurred by members, while engaged in official commission or committee business, may be reimbursed to said members, provided such expenditures have been previously approved by the department head responsible for staffing the commission or committee.

Planning Commissioners and Parks and Recreation Commissioners will be provided business cards at the city's expense at the request of the member. This is not available to committee members.

Removal

Commissioners and Committee members may be removed from office, upon the recommendation of any member of the City Council, and with the concurrence of a majority of the City Council, for breach of duty, for conduct unbecoming a public official of the city, for violation of the city's code of ethics, or for any cause deemed warranted by a majority of the City Council.

Meeting Notices

Effective January 1, 2012, each Committee/Commission will provide notice of each meeting, including

special meetings, on the City's web site. Committee/commission members, media representatives and any other interested persons who so requests will be notified in advance of time and place of each meeting. Meetings are open to the public and must follow the posting guidelines of the Brown Act.

The City Council is to receive all notices of meetings, agendas and minutes.

These guidelines may be waived or changed at the discretion of the Council. The Council has the discretion to make appointments outside of this stated policy. Statutory committees and commissions are separate from these guidelines to the degree required by State Law, City Charter or Ordinance Code.

ORGANIZATION

Regular Meetings

Regular meetings are held for most of the city's committees and commissions. An exception would be committees that meet as needed or "on-call" or committees that convene on an occasional basis.

Agendas of all regular meetings must be posted for public review at least 72 hours prior to the meeting. The official posting place of agendas is at City Hall West (707 W. Acequia), and the city's web page www.visalia.city . Notices may also be posted at City Hall East (315 E. Acequia) or Administration (220 N. Santa Fe)

Adjourned Regular Meetings

If for any reason the business to be considered at the regular meeting cannot be completed, the committee or commission may then adjourn to a specified time and location. A notice announcing the adjournment must be posted within twenty-four hours after the time of adjournment.

Special Meetings

If it is necessary to meet at a time or date that is not the regular meeting schedule, a Special Meeting may be called by the advisory body. A Special Meeting may also be called in order to discuss an important issue that needs to be addressed immediately. Notice of special meetings must be received by members and posted at City Hall and on the City's web page at least 24 hours in advance of the meeting. Only the business set forth in the agenda may be considered at the meeting.

Agenda

At least 72 hours before a regular meeting, an agenda shall be publicly posted which specifies the time and location of the meeting and contains a brief general description of each item of business to be transacted or discussed at the meeting.

Minutes

Minutes of all meetings must be kept as a permanent record by the committee/commission's staff representative. The minutes should be taken and prepared by the committee/commission's secretary with the assistance of the staff representative. Written minutes, upon approval by the committee or commission, constitute the official record of its activities. Additions and correction of the minutes may be made only in public meetings, with the approval of the body, and not by the private request of individual members. Minutes are not verbatim but are instead, action minutes, which record the essence of the decision made and significant action taken.

Annual Reports

Each Committee and Commission shall submit an annual report to the City Council. The annual report should include the number of meetings held, approximate number of citizens attending, accomplishments for the year, goals for the next year, and any other significant areas of which the Council should be aware.

Parliamentary Procedure

In order for a commission/committee to meet, conduct business and take action, a quorum must be present. A quorum is generally defined as a majority (one more than half) of appointed members to the particular advisory body. Meetings of commission/committees are generally operated according to parliamentary procedure using Roberts Rules of Order as a guideline. Each body may establish additional rules, limit debate and eject unruly persons if necessary.

The use of Parliamentary Procedure…

- Promotes cooperation and harmony so that people can work together more effectively to accomplish their goals.
- Guarantees each individual an equal right to propose motions, speak, ask questions and vote.
- Protects the rights of minority points of view and gives the minority the same consideration and respect as those in the majority.
- Encourages the full and free discussion of every motion presented.
- Ensures that the meeting is fair and conducted in good faith.

Commission/committee action is taken by motion. Motions go through the following general steps:

1. The member making the motion asks to be recognized by the chair;
2. The member makes the motion… "I move…";
3. Another member seconds the motion (if there is no second, the motion dies and is not voted upon);
4. The chairperson states the motion or if he is not clear asks the member making the motion to re-state the motion;
5. The chairperson asks if there is any discussion on the motion;
6. When the chairperson determines that there is no more discussion on the motion, the debate is closed;
7. The chairperson puts the motion to a vote.

The vote on a motion may take the form of "all in favor" so state, "all opposed" so state, which is called a commission/committee vote. If members prefer, the vote may take the form of a voice or roll call vote. The Brown Act prohibits voting or taking action by secret ballot.

Appointment of Officers

Annually, each Committee/Commission shall elect a Chairperson, Vice Chairperson, and Secretary from their members. Commissions may have a staff person appointed as secretary.

Role of the Chairperson and Vice Chairperson

During meetings, the chairperson is responsible for overseeing the public debate in a manner that encourages input while facilitating the decision-making process.

The chairperson should limit the discussion and debate to the particular scope of responsibility of the group and should ensure that all individuals have the opportunity to speak. The chairperson should expedite the business of the commission/committee by making sure that the discussion does not go off-track or bog down on peripheral issues.

In the event that the chairperson is not present at the meeting, the meeting will be chaired by the vice-chairperson and all duties of the chairperson will transfer to the vice-chair during the chairperson's absence.

Role of the Secretary

The secretary is responsible for recording the actions at the meeting and keeping the attendance record of the advisory body. A staff person may assist with this duty, if needed. The secretary should prepare the action minutes as soon after the meeting as possible and review them with the staff person prior to submitting to the committee for approval. The staff person is the "keeper" of the committee's agendas, action minutes and attendance records.

Role of the Members

The committee/commission members serve as the "workers" by providing ideas, suggestions, and perspectives that may not have been considered by the City Council, chairperson and staff.

Role of the Alternate

Alternates are not regular members of the committee or commission, and while encouraged to attend, they are not voting members and should not be accorded the same rights and privileges as voting members.

Role of the Staff Representative

The City Manager appoints staff representatives to serve each of the committees and commissions. The staff representative provides information, support services and facilitates communication between the committee, the City Council and city management.

The duties of the staff representative shall include:

1. Reserve and prepare a meeting location that is available to the general public and accessible to the handicapped throughout the entire meeting.

2. Secure the location when the meeting is completed.

3. Assure that the committee/commission maintains the established meeting schedule.

4. Monitor the committee/commission membership and assist members in filling open positions, notifying the City Clerk's Office promptly when an unscheduled vacancy occurs and when an alternate is promoted to regular member status.

5. Act as a resource for questions or inquiries generated by members of the committee or commission.

6. Act as liaison between the committee/commission and the City of Visalia.

7. Make proper meeting notifications, in accordance with the Brown Act, and make certain that all meetings are conducted in accordance with all laws.

8. Make certain that all documents related to the committee/commission are current and reflect the present operational status of the committee or commission.

9. Assist the Secretary in preparation of the action minutes; the staff person is the official "keeper" of the agendas, back-up materials, and action minutes

10. Oversee preparation and presentation of the required year-end summary to the City Council.

11. Perform other duties as assigned by the City Manager, Department Head or City Council.

12. Maintain a list of terms of the committee/commission members.

GUIDELINES FOR RELATIONS WITH OTHERS

Relations with Fellow Commission/Committee Members

Cooperation among fellow commission/committee members plays an important role in the successful efforts of these groups. In order to build consensus around common goals and objectives, members should first show a willingness to objectively define the issues at hand and then work to reconcile opposing viewpoints. When commissioners/committee members interact positively, the group as a whole will be more effective. Important points to keep in mind in working with other commission/committee members:

1. Respect an individual's viewpoint even though it may be different from your own;
2. Allow other members adequate time to present their view before making comments;
3. Be open and honest;
4. Welcome new commission/committee members and help them become acquainted with the commission/committee.
5. Accept responsibility, voice opinions and be fair and factual.

Relations with Council

The primary responsibility of commissions/committees is to advise and make recommendations to the Council. It is the Council's role to absorb the advice and recommendations offered by numerous sources and to make decisions to the best of its ability. Because the Council is in such a position to see the broader context and is aware of other concerns, it may not always follow the recommendation offered by individual commissions/committees.

Relations with Staff

The staff representative's role is valuable to the success of the commission/committee. They do research and provide relevant information that enhances a commission/committee's ability to get things done. Staff is available to answer questions and follow-up on items brought before the commission/committee. However, members should be aware that the staff representatives are there as liaisons, assisting the members of the commission/committee by gathering information when needed or requested, submitting recommendations of the commission/committee to the Council, etc. Staff representatives must sustain a balance between their role as a liaison and as a city employee. Commission/committee members must be sensitive to the unique and vital relationships that staff representatives must maintain.

Relations with Media and Public Statements

Commissioners and Committee members should not make public statements as a spokesperson for the City of Visalia or of their particular committee/commission. Any statement made reflects the opinion of that particular member only. Any inquiries regarding city committees or commission matters should be referred to the staff representative and/or the Community Relations Manager.

LIST OF ALL BOARDS/COMMITTEES/COMMISSIONS

Committee/ Commission	Composition	Regular Meetings	Summary	Staff Representative
Citizens Advisory Committee	11 members	Held the first Wednesday of each month at 5:30 p.m. at City Administration 220 N. Santa Fe	Acts as a liaison between the general public and the City Council concerning community issues.	Jason Serpa 713-4533 Luma Fahoum 713-4103
Historic Preservation Committee	7 members	Held the second and fourth Wednesdays at 5:30 p.m. at City Administration 220 N. Santa Fe	Administers and carries out standards and specifications of the Historic Preservation Ordinance. Promotes historic preservation including encouraging building owners to initiate preservation efforts. Develops funding and/or incentive options, conducts tours, and oversees building identification.	Cristobal Carrillo 713-4443
Park and Recreation Commission	5 members	Held the second Tuesday of each month at 5:30 p.m., at City Hall Council Chambers 707 W. Acequia	Advises the City Council and City staff in matters pertaining to parks, playgrounds and recreation centers.	Laurissa Roggenkamp 713-4042
Planning Commission	5 members	Held the second and fourth Monday of each month at 7:00 p.m., at the City Hall Council Chambers 707 W. Acequia	Makes recommenda-tions to the City Council concerning land use, building and subdivisions, administers the Zoning Ordinance and handles matters that affect the growth and development of Visalia	Paul Bernal 713-4025

The following Boards have city appointees:

Committee/ Commission	Composition	Regular Meetings	Summary	Staff Representative
Delta Vector Control Board	1 City representative	On call.	Monitors, controls abate and otherwise controls animals which carry diseases	Leslie Caviglia 713-4332
Tulare Mosquito Abatement District Board	1 City appointee	On call	As a political subdivision of the State of California, the district monitors, inspects, abates and otherwise controls insects which carry transmittable diseases	
Visalia Civic Facilities Authority	2 City appointees	Obligated to meet once a year.	Serves as the governing body for matters pertaining to the Convention Center, the L.J. William's Theater and the Rotary Theater. The authority acquires constructs, manages, maintains, operates and leases buildings.	Visalia Unified School District lead agency

Members of Committees may serve up to three (3) two-year terms (maximum 6 years)

Members of Commissions may serve up to four (4) two-year terms (maximum 8 years)

CITY OF VISALIA

APPLICATION FOR APPOINTMENT

TO CITY BOARD, COMMITTEE OR COMMISSION

_____

Name of Board, Committee or Commission

Name _____

Mailing/
Address _____ Residence Phone _____

_____ Zip Code _____ Work Phone _____

Email _____ Facsimile _____

Resident of Visalia for _____ years Visalia Registered Voter: Yes _____ No _____

NOTE: Of the contact information provided, please indicate with an asterisk "*" which is the best way to reach you.

TRAINING, EXPERIENCE and/or EDUCATION:

_____
_____
_____
_____
_____
_____
_____

SCHOOL	MAJOR	GRADUATION DATE & DEGREE

Additional Pertinent Skills, Experience or Interests: _____

_____

Community activities in which you are involved: _____

_____

Current or prior service on a City Board, Committee or Commission: _____

Employment Information:

Present Occupation:

_____
__

Name of Firm: _____

Address: _____

Phone: _____

Rules of law and ethics prohibit members from participating in and voting on matters in which they have a direct or indirect conflict of interest including a financial interest. Are you aware of any potential conflicts of interest which may develop from your occupation or financial holdings in relation to your responsibilities as a member of the Board, Committee or Commission to which you seek appointment?

(If yes, please explain in detail any potential conflicts)

YES _____ NO _____

(If you should have any questions about this matter or need further information as it relates to your situation, please advise the City Clerk's Office prior to submitting your application.)

_____

FIRST choice for Board/Committee/Commission appointment: _____

Describe any qualifications, experience, and education, as well as any technical or professional background you may have relative to the duties of this position.	What are your goals in serving on this Board/Committee/Commission?

SECOND choice for Board/Committee/Commission appointment: _____
_____

Describe any qualifications, experience, and education, as well as any technical or professional background you may have relative to the duties of this position.	What are your goals in serving on this Board/Committee/Commission?

THIRD choice for Board/Committee/Commission appointment: _____

Describe any qualifications, experience, and education, as well as any technical or professional background you may have relative to the duties of this position.	What are your goals in serving on this Board/Committee/Commission?

When completed mail/submit original to: Office of the City Clerk –
City of Visalia
220 N. Santa Fe St.
Visalia, California 93292
CityClerk@Visalia.city

ON OCCASION, BOARD/COMMITTEE/COMMISSION MEMBERS, CITY STAFF, AND/OR THE PUBLIC MAY HAVE NEED TO COMMUNICATE WITH YOU, PLEASE BE SURE TO NOTE ON YOUR APPLICATION THE BEST WAY TO CONTACT YOU (i.e., mailing address, phone number, or email address.)

I hereby certify that the information contained in this application and any accompanying documents is true and correct to the best of my knowledge.

_____ _____
Signature of Applicant Date

The following information will be used for statistical purposes only. This information is requested on a voluntary basis. If you have questions regarding this request, please contact the City Clerk's Office. Your application *will be* processed whether or not you complete these questions. Thank you for your assistance.

☐Male ☐Female

Ethnic Category: check all categories that apply:

☐White
(The category "White" includes White, Anglo-Saxons, Europeans, and person of Indo-European, North Africa or Middle Eastern origin.)

☐Black
(The category "Black" includes Blacks, Afro-Americans, and persons of Jamaican, Trinidadian, and West Indian descent.)

☐Hispanic
(The category "Hispanic" includes Mexican, Chicano, Latino, and all persons of Puerto Rican, Cuban Central or South American or Spanish descent.)

☐American Indian
(The category "American Indian" includes persons who identify themselves, or a re known as such, by virtue of tribal associations, including Alaskan Native.)

☐Asian
(The category "Asian" includes Asian-Americans and persons of Japanese, Chinese, Korean, Filipino descent, Pacific Islanders and Vietnamese.)

You are invited to attach additional pages, enclose a copy of your resume or submit supplemental information which you feel may assist the City Council in the evaluation of your application.

Visalia City Council

Staff Report

File #: 22-0244 **Agenda Date:** 6/20/2022 **Agenda #:** 14.

Agenda Item Wording:
Selection of Visalia's recommendation to represent the Council of Cities as the Transit Representative on the Tulare County Association of Governments.

Deadline for Action: 6/20/2022

Submitting Department: Administration

Contact Name and Phone Number: Leslie B. Caviglia, City Manager, 559-713-4332

Department Recommendation:

It is recommended that the Visalia City Council select Brett Taylor as Visalia's candidate to serve as the Transit Representative to the Tulare County Association of Governments.

Background Discussion:
The Tulare County Association of Governments (TCAG) is required to have a member that represents transit agencies and riders on the Board. The TCAG Board generally meets on the third Monday of each month at 1 p.m. at various locations around the County. Voting members are expected to attend the meetings on a regular basis, and to notify their alternate, and the TCAG Executive Director, in a timely manner if they are not able to attend. For at least the next few months, participating via zoom is an option, but may not always be an option for a voting member. Meeting dates and times vary periodically, and there can be an annual retreat, special meetings or opportunities to travel representing TCAG.

The Tulare County Council of Cities (COC) put out a call for nominations to fill an unexpired term that will end July 1, 2023. This is a three-year term, with a year left on the current term. All cities in the County were provided the opportunity to nominate an elected official for this position. The following elected official nominations were received (listed in alphabetical order as prescribed by the attached appointment process adopted as amended in 2018):

- Kellie Carrillo - City of Porterville
- Hipolito A. Cerros - City of Lindsay
- Brett Taylor - City of Visalia

Each City Council is asked to select the elected official they would like to serve as the Transit Representative on the TCAG Board. Each Council's selection should be forwarded to the Clerk of the

COC Board, Gladys Ruiz, Gladys.ruiz@visalia.city <mailto:Gladys.ruiz@visalia.city> no later than Friday, June 24, 2022 by 5 p.m. Given that Visalia is the City that operates the largest independent transit system in the County, it is recommended that the Visalia City Council support the Visalia candidate.
Per the policy, the elected official receiving the highest number of votes will be appointed as the member; the person with the second highest number of votes will have the opportunity to serve as the Transit alternate on the Board. (See attached policy for provisions in case of a tie, etc.)

Fiscal Impact:
N/A

Prior Council Action: N/A

Other: N/A

Alternatives: To not submit a name from the City

Recommended Motion (and Alternative Motions if expected):
I move to approve Brett Taylor as the City of Visalia's selection to serve as the Transit Representative on the TCAG Board.
Environmental Assessment Status: N/A

CEQA Review: N/A

Attachments: Copy of Council of Cities process for selecting a representative

Tulare County Council of Cities
Process for Selecting a Transit Representative to the TCAG Board

There is a Transit position on Tulare County Association of Governments (TCAG) Board of Directors. This position was created by the TCAG Board in 2015 and carries a three year term. It is a full voting member of the Board that is appointed by the Council of Cities. In 2017, the Council of Cities determined a process for filling the position. Per the TCAG Director, the person holding this position should be an elected official from a City that directly provides fixed route service who is willing to fulfill the job which includes the following items:

Public Transit Representative Duties

* Receive orientation and training on the roles and responsibility of TCAG as an agency, as well as the responsibilities of individual board members.

* Represent the interests of public transit in Tulare County. This includes the interest of residents and riders in the county, as well as all agencies that provide public transit in Tulare County.

* Serve as the TCAG representative on the CalVans board of governors.

* Attend various meetings, functions, conferences, etc. Examples include:
    - CalVans board meetings
    - Stakeholder and community meetings
    - Unmet Needs Public Hearings
    - Transit forum meetings
    - Meetings of the Social Services Transportation Advisory Council (SSTAC)
    - Events, functions, etc. with local, regional, state and federal partner agencies
    - Advocacy trips to Sacramento and Washington D.C.
    - Project groundbreakings

* Ensure that you are provided the necessary information for decision-making.

* Attend board member training.

*Attend TCAG board meetings and workshops.

* Promote and advocate for public transit that serves the residents of Tulare County.

Process:

At the May, 2017 Council of Cities meeting, the City representatives discussed utilizing the following process be developed. It is proposed that this process be utilized to fill the position being vacated on June 30 of this year, and then the Council of Cities consider the policy at the July 19 meeting.T he following process has been outlined

1. Notify all Tulare County cities that a position is available

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2. Each city will notify its Council Members that a position is available, and that they should notify their City Manager by a date specific if they are interested in serving as the Transit Representative.
3. The City Managers will notify the designated Council of Cities representative by a date specific if they have a Council Members who wishes to be considered for the position.
4. If only one Council person expresses interest by the date specified, that name will be forwarded to the Tulare County Association of Governments as the representative. A request will go out to the cities for an alternate, to be filled through the same process.
5. If more than one Council person expresses interest, a Council of Cities staff representative will assemble the names, and draft a sample report with the names listed in alphabetical order by last name, including timelines, that each City can work from in selecting a nominee.
6. Each City will put the item on a Council agenda, and each City Council will select a nominee. The candidate that garners the most votes will be forwarded to the TCAG Board as the representative. If the nomination process results in a tie, those names involved in the tie will be forwarded to the Council of Cities for a final decision.
7. If there is a tie that goes to the Council of Cities, and the vote at the Council of Cities also results in a tie, then the Council of Cities will hold a second ballot on the same day. If it remains a tie, the representative will be selected based on a random draw at the Council of Cities meeting between those names involved in the tie.
8. If a City Council is unable to complete the process within the timeframes indicated, their vote will be considered an abstention, and the process will continue along the timeframes outlined.
9. The person with the second largest number of votes from cities will be the alternate to the TCAG Board for the Transit Representative.
10. *If candidate receiving the second largest number of votes declines to be alternate, the candidate with the next largest number of votes will have the opportunity to serve. If no candidate accepts the alternate position, the Chair will issue a call for nominations and at the next Council of Cities meeting, the voting members will elect the alternate from the nominations submitted.*
11. *Timeframes for vacancies will be set when the position becomes vacant, with the expectation an appointment at the end of the term should begin three months before the position becomes vacant.*

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Visalia City Council

Staff Report

Visalia City Council
707 W. Acequia
Visalia, CA 93291

File #: 22-0248 **Agenda Date:** 6/20/2022 **Agenda #:** 15.

Agenda Item Wording:
Authorize the City Manager to extend the emergency contract for Engineering Plan Review and Related Services to Interwest Consulting Group, not to exceed $200,000, for one year ending June 30, 2023.
Deadline for Action: 6/20/2022

Submitting Department: Community Development

Contact Name and Phone Number:
Jason Huckleberry, Community Development Assistant Director, jason.huckleberry@visalia.city <mailto:jason.huckleberry@visalia.city>, (559)713-4495
Paul Bernal, Community Development Assistant Director, paul.bernal@visalia.city <mailto:paul.bernal@visalia.city>, (559)713-4025

Department Recommendation:
Staff recommends that Council Authorize the City Manager to extend the emergency contract for Engineering Plan Review and Related Services to Interwest Consulting Group for one year (ending June 30, 2023) to facilitate City staff with professional land surveyor related document review and approvals due to the current vacancy with the City's Land Surveyor position at a not-to-exceed maximum of $200,000.

Summary:
The Community Development Engineering Division is seeking to extend the emergency contract with Interwest Consulting Group for one year. The current emergency contract expires June 30, 2022. If approved for an additional one year, the emergency contract will expire June 30, 2023. As a result of the current vacancy with the City's Land Surveyor position, the emergency contract with Interwest Consulting Group has facilitated both the Engineering Development Services Division and Planning Division by providing the ability for a contracted licensed surveyor to review and sign on subdivision maps and parcel maps, as well as the technical review of easements, grant deeds, and lot line adjustments submitted to the City. It is difficult to anticipate the actual amount that may be expended since it's unknown how many companies may request third part review, and because City Staff is not certain how long the Surveyor services will be needed until the internal position is filled. However, staff believes that $200,000 is a high estimate.

Background Discussion:
Community Development staff has made significant progress in eliminating the backlog for both building permit review and review of final subdivision / parcel map processing due to staffing levels and enhancements in our review processes. However, due to the vacancy with the City's Land Surveyor position, staff has had to rely on the emergency contract to have Interwest Consulting Group's licensed Land Surveyor sign on subdivision maps and parcel maps, while also providing

technical assistance and review on other related matters including legal descriptions, easement documents, and public right-of-way dedications.

The emergency contract has allowed Community Development staff to continue to process maps, lot line adjustments, easement abandonments, right-of-way dedications etc., in a timely manner without causing significant delays in these processes. Extending the emergency contract will continue to be beneficial to both the Community Development Department and the development community.

Both the Director and Assistant Director of the Community Development Department will continue to monitor review timelines to ensure that maps and other request do not fall behind per state mandated review timelines. The extension of the emergency contract will allow the division to continue to process maps and other documents in a timely manner, as well as provide the required Professional Land Surveyor technical review and approval of such documents.

Fiscal Impact:
The City will not increase or modify our development fee schedule for the services provided by Interwest Consulting Group. The City's current fee collection structure was established as non-recuperative for services rendered and does not fully offset the cost associated with staff review time spent on development projects and is subsidized by the general fund. The City established and maintains the fee structure to lessen the burden on developers and promote development in the City of Visalia. The City is required to provide the service as noted in the report. The additional cost required for the emergency contract services will not be passed onto the public as these services are required to be provided by the City.

Prior Council Action:
On October 19, 2020, the City Council authorized the City Manager to execute a one-year emergency contract with Interwest Consulting Group for Engineering Plan Review and Related Services.

On December 20, 2021, the City Council authorized the City Manager to extend the emergency contract for Engineering Plan Review and Related Service for six months ending June 30, 2022.

Other: N/A

Alternatives:
The City Council can choose to not approve the request to extend the emergency contract for one year.

Recommended Motion (and Alternative Motions if expected):
I move to approve the authorization of the City Manager to extend the emergency contract for Engineering Plan Review and Related Services to Interwest Consulting Group for one year, ending June 30, 2023 at a not-to-exceed maximum of $200,000.
Environmental Assessment Status: N/A

CEQA Review: None Required.

Attachments:
1. Copy of previous signed Professional Services Agreement for Engineering Plan

Review and Related Services.

2. Billing Rates.

PROFESSIONAL SERVICES AGREEMENT
FOR ENGINEERING PLAN REVIEW AND RELATED SERVICES

This Agreement, entered into this 12th day of January, 2022, by and between the City of Visalia, hereinafter referred to as the "CITY", and Interwest Consulting Group hereinafter referred to as the "CONSULTANT".

W I T N E S S E T H

WHEREAS, the CITY is authorized and empowered to employ consultants and specialists in the performance of its duties and functions; and

WHEREAS, the CITY has the desire to secure certain technical and professional services to assist in the preparation and completion of the items of work described as "Proposal for Private Development Review and Engineering Plan Check Services" attached as Exhibit "A", and hereinafter referred to as the "PROJECT"; and

WHEREAS, the CITY Council has authorized staff to enter into an emergency contract for the described services; and

WHEREAS, the CONSULTANT represents it is licensed, qualified and willing to provide such services pursuant to terms and conditions of this Agreement.

NOW, THEREFORE, CITY and CONSULTANT agree as follows:

I. SERVICES TO BE PERFORMED BY THE CONSULTANT

A. Authorized Scope of Work: The CONSULTANT agrees to perform all work necessary to complete in a manner satisfactory to the CITY those tasks described in Exhibit "A" - Scope of Work, for the cost identified in Exhibit "B" – Consultant Fee Schedule.

B. Additional Services: Incidental work related to the PROJECT and not provided for in Exhibit "A" may be needed during the performance of this Agreement. The CONSULTANT agrees to provide any and all additional services at the rates identified in attached Exhibit "B" – Consultant Fee Schedule. Such additional services shall not be performed by CONSULTANT without the written consent of CITY.

II. TIME OF PERFORMANCE

The CONSULTANT shall commence performance of this Agreement within ten (10) days of the effective date on the Consultant's written Notice to Proceed and shall complete the work within the timeframes outlined in Exhibit "B", unless otherwise extended in writing by CITY, in its sole discretion. This Term of this Agreement is for six (6) months from the date it is signed by all parties and fully executed.

If the CONSULTANT fails to complete the PROJECT within the time specified, plus any extensions of time which may be granted, the CITY shall determine the percent of each work item completed and shall pay the CONSULTANT on that basis.

CONSULTANT shall not be responsible for delays which are due to causes beyond the CONSULTANT's reasonable control. In the case of any such delay, the time of completion shall be extended accordingly in a writing signed by both parties.

III. COMPENSATION

A. Total Compensation: For services performed pursuant to this Agreement, the CITY agrees to pay and the CONSULTANT agrees to accept, the fee schedule as shown in Exhibit "B".. This amount shall constitute complete compensation, including document production and out-of-pocket expenses for all services for the work and PROJECT identified in Exhibits "A" and "B". CONSULTANT agrees these amounts, as authorized, will constitute complete compensation, including document production and out-of-pocket expenses, for services authorized by CITY for the PROJECT per the Scope of Work, Project Fees, and Schedule identified in Exhibit "A", & "B", respectively. No other compensation is authorized by this Agreement without separate written amendment.

B. Payment of Compensation: The CONSULTANT shall be compensated no more than monthly, based on completed work assignments. The CONSULTANT shall be paid no later than thirty (30) days following submission of a written, verified billing to the CITY. Said billing shall include the percentage of each task completed to date and since the date of the preceding billing, if any.

IV. AUTHORIZED REPRESENTATIVE

A. CITY: The Project Manager, Paul Bernal, Community Development Department Director shall represent the CITY in all matters pertaining to the services to be rendered under this Agreement, except where approval of the City Council of the City of Visalia is specifically required.

B. CONSULTANT: Project Manager, Jon Crawford shall represent and act as principle for CONSULTANT in all matters pertaining to the services to be rendered by it under this Agreement.

V. TERMINATION

The right to terminate this Agreement, with or without cause, may be exercised without prejudice to any other right or remedy to which the terminating party may be entitled at law or under this Agreement.

A. Termination By Either Party Without Cause: The CITY or CONSULTANT may terminate this Agreement at any time by giving written notice to the other of such termination and specifying the effective date thereof, at least fifteen (15) days before the effective date of such termination.

B. Termination of Agreement for Cause: The CITY may by written notice to the CONSULTANT specifying the effective date thereof, at least fifteen (15) days before the effective date of such termination, terminate the whole or any part of this Agreement in any of the following circumstances:

1. If the CONSULTANT fails to perform the services called for by this Agreement within time(s) specified herein or any extension thereof; or

2. If the CONSULTANT fails to make progress under this Agreement as to endanger performance of this Agreement in accordance with its terms, and does not correct such failure within a period of fifteen (15) days (or longer period as the CITY may authorize in writing) after receipt of notice from the CITY specifying such failure.

C. Post-Termination:

1. In the event the CITY terminates this Agreement with or without cause, the CITY may procure, upon such terms and such manner as it may determine appropriate, services similar to those terminated.

2. Except with respect to defaults of sub-consultants, the CONSULTANT shall not be liable for any excess costs if the failure to perform this Agreement arises out of causes beyond the control and without the fault or negligence of the CONSULTANT. Such causes include, but are not limited to, acts of God or of the public enemy, floods, epidemics, quarantine restrictions, strikes, and unusually severe weather; but in the event the failure to perform is caused by the default of a sub-consultant, the CONSULTANT shall not be liable for failure to perform, unless the services to be furnished by the sub-consultant were obtainable from other sources in sufficient time and within budgeted resources to permit the CONSULTANT to meet the required delivery schedule or other performance requirements.

3. Should the Agreement be terminated with or without cause, the CONSULTANT shall provide the CITY with all finished and unfinished documents, data, studies, services, drawings, maps, models, photographs, reports, etc., prepared by the CONSULTANT pursuant to this Agreement.

4. Upon termination, with or without cause, CONSULTANT will be compensated for the services satisfactorily completed to the date of termination according to compensation provisions contained herein. In no event, shall the total compensation paid CONSULTANT exceed the total compensation agreed to herein.

5. If, after notice of termination of this Agreement, as provided for in this article, it is determined for any reason that the CONSULTANT was not in default under the provisions of this article, then the rights and obligations of the parties shall be the same as if the Agreement was terminated without cause.

6. Termination of this Agreement shall not terminate any obligation to indemnify, to maintain and make available any records pertaining to the Agreement, to cooperate with any audit, to be subject to offset, or to make any reports of pre-termination activities.

VI. INTEREST OF OFFICIALS AND THE CONSULTANT

A. No officer, member, or employee of the CITY who exercises any functions or responsibilities in the review or approval of this Agreement shall:

1. Participate in any decision relating to this Agreement which effects his personal interest or the interest of any corporation, partnership, or association in which he has, directly or indirectly, any interest; or

2. Have any interest, direct or indirect, in this Agreement or the proceeds thereof during his tenure or for one year thereafter.

B. The CONSULTANT hereby covenants that he has, at the time of the execution of this Agreement, no interest, and that he shall not acquire any interest in the future, direct or indirect, which would conflict in any manner or degree with the performance of services required to be performed pursuant to this Agreement. The CONSULTANT further covenants that in the performance of this work, no person having any such interest shall be employed.

IX. NO PERSONNEL, AGENCY OR COMMISSION

The CONSULTANT warrants, by execution of this Agreement, that no personnel agency has been employed or retained to solicit or secure this contract upon an agreement or understanding for a commission, percentage, brokerage or contingent fee, excepting bona fide established commercial or selling agencies maintained by the CONSULTANT for the purpose of securing business. For breach or violation of this warranty, the CITY shall have the right to annul this Agreement without liability or, in its discretion, to deduct from this Agreement price or consideration, or otherwise recover, the full amount of such fee, commission, percentage, brokerage fee, gift, or contingent fee.

X. SUBCONTRACTING

A. The CONSULTANT shall not subcontract or otherwise assign any portion of the work to be performed under this Agreement without the prior written approval of the CITY.

XI. INDEPENDENT CONTRACTOR

In the performance of the services herein provided for, the CONSULTANT shall be, and is, an independent contractor and is not an agent or employee of the CITY. The CONSULTANT has and shall retain the right to exercise full control and supervision of all persons assisting the CONSULTANT in the performance of said services hereunder. The CONSULTANT shall be solely responsible for all matters relating to the payment of its employees including compliance with social security and income tax withholding and all other regulations governing such matters.

XII. SPECIFICATIONS

All specifications, manuals, standards, etc., either attached to this Agreement or incorporated by reference, are binding as to the performance of the work specified in this Agreement unless they are changed by written amendment to this Agreement modified in writing to incorporate such changes.

XIII. DOCUMENTS/DATA

A. Ownership of Documents: All original papers and documents, produced as a result of this Agreement, shall become the property of the CITY. In addition, CITY shall be provided with access and use of any other papers and documents consistent with the purpose and scope of services covered by this Agreement. Any additional copies, not otherwise provided for herein, shall be the responsibility of the CITY.

Documents, including drawings and specifications, prepared by CONSULTANT pursuant to this Agreement, are not intended or represented to be suitable for reuse by CITY or others on extensions of the PROJECT or on any other project. Any use of the completed documents for other projects and any use of incomplete documents without the specific written authorization from CONSULTANT will be at CITY's sole risk and without liability to CONSULTANT. Further, any and all liability arising out of changes made to CONSULTANT's deliverables under this Agreement by CITY or persons other than CONSULTANT is waived as against CONSULTANT, and the CITY assumes full responsibility for such changes unless the CITY has given CONSULTANT prior notice and has received from CONSULTANT written consent for such changes.

B. Publication: No report, information, or other data given or prepared or assembled by the CONSULTANT pursuant to this Agreement, shall be made available to any individual or organization by the CONSULTANT without the prior written approval of the CITY. Notwithstanding the foregoing, however, the CONSULTANT shall not be required to protect or hold in confidence and confidential

information which (1) is or becomes available to the public with the prior written consent of the CITY; (2) must be disclosed to comply with law; or (3) must be disclosed in connection with any legal proceedings.

C. Copyrights: The CONSULTANT shall be free to copyright material developed under this Agreement with the provision that the CITY be given a nonexclusive and irrevocable license to reproduce, publish or otherwise use, and to authorize others to use the material for government or public purposes. Should CONSULTANT place a copyright notice on documents it must state, "City of Visalia holds a nonexclusive and irrevocable license to reproduce, publish, or otherwise use, and to authorize others to use the material for government or public purposes."

XIV. INDEMNIFICATION AND INSURANCE

As respects acts, errors, or omissions in the performance of services, CONSULTANT agrees to indemnify and hold harmless CITY, its elected and appointed officers, and employees from and against any and all claims, demands, losses, reasonable defense costs, or liability, whether actual, alleged, or threatened, that arise out of, pertain to, or relate to the negligence, recklessness, or willful misconduct of the CONSULTANT in the performance of his/her services under the terms of this Agreement, except to the extent those arise out of the negligence of CITY.

A. CITY agrees to indemnify and hold harmless CONSULTANT, its officers, employees, and designated volunteers from and against any and all losses, defense costs, or liability to the extent arising out of CITY'S negligent acts, errors or omissions in the performance of this Agreement.

B. As respects all acts or omissions which do not arise directly out of the performance of services, including but not limited to those acts or omissions normally covered by general and automobile liability insurance, CONSULTANT agrees to indemnify, defend (at CITY's option), and hold harmless CITY, its elected and appointed officers, agents, employees, representatives, and volunteers from and against any and all claims, demands, reasonable defense costs, or liability of any kind or nature arising out of or in connection with CONSULTANT's (or CONSULTANT's subcontractors, if any) performance or failure to perform, under the terms of this Agreement; except to the extent those which arise out of the negligence of CITY.

C. Notwithstanding any other provision of this Agreement, and to the fullest extent permitted by law, neither the CITY nor the CONSULTANT, their respective officers, directors, partners, employees, contractors or sub consultants shall be liable to the other or shall make any claim for any remote or speculative breach of contract damages that the breaching party could not have reasonably foreseen when entering into this Agreement. To the extent this Agreement is considered a "Construction Contract" as defined by California Civil Code section 2783, CONSULTANT's duty to indemnify CITY under this or any other provision of the Agreement shall not apply when to do so would be prohibited by California Civil Code section 2782.

D. Without limiting CITY's right to indemnification, it is agreed that CONSULTANT shall secure prior to commencing any activities under this Agreement, and maintain during the term of this Agreement, insurance coverage as follows:

1. Workers' compensation insurance as required by California statues.

2. Commercial general liability insurance with a combined single limit of not less than One Million Dollars ($1,000,000) per occurrence. Such insurance shall include coverage for Premises and Operations, Contractual Liability, Personal Injury Liability, Products and Completed Operations

Liability, Broad Form Property Damage (if applicable), Independent Contractor's Liability (if applicable).

3. Professional liability insurance coverage, in an amount not less than One Million Dollars ($1,000,000).

4. Comprehensive Automobile Liability coverage with a combined single limit of not less than One Million Dollars ($1,000,000) per occurrence. Such insurance shall include coverage for owned, hired, and non-owned automobiles and shall be provided by a business automobile policy.

E. CITY'S Risk Manager is hereby authorized to reduce the requirements set forth above in the event he/she determines that such reduction is in the CITY'S best interest.

F. CONSULTANT agrees to provide thirty (30) days written notice of any policy cancellation, limitation in scope or coverage, or non-renewal. Such notice shall be provided to the, City of Visalia, 707 W. Acequia Ave., Visalia, CA 93291.

In addition, the commercial general liability and comprehensive automobile liability policies required by this Agreement shall contain the following clauses:

"It is agreed that any insurance maintained by the City of Visalia shall apply in excess of and not contribute with insurance provided by this policy."

"The City of Visalia, its officers, agents, employees, representatives and volunteers are added as additional insured's as respects operations and activities of, or on behalf of the named insured, performed under contract with the City of Visalia."

G. Prior to commencing any work under this Agreement, CONSULTANT shall deliver to CITY insurance certificates confirming the existence of the insurance required by this Agreement, and including the applicable clauses referenced above. Within thirty (30) days of the execution date of this Agreement, CONSULTANT shall provide to CITY endorsements to the above-required policies, which add to these policies the applicable clauses referenced above. Said endorsements shall be signed by an authorized representative of the insurance company and shall include the signatory's company affiliation and title. Should it be deemed necessary by CITY, it shall be CONSULTANT's responsibility to see that CITY receives documentation acceptable to CITY which sustains that the individual signing said endorsements is indeed authorized to do so by the insurance company. CITY has the right to demand, and to receive within a reasonable time period, copies of any insurance policies required under this Agreement.

H. In addition to any other remedies CITY may have if CONSULTANT fails to provide or maintain any insurance policies or policy endorsements to the extent and within the time herein required, CITY may, at its sole option:

1. Obtain such insurance and deduct and retain the amount of the premiums for such insurance from any sums due under the Agreement; or

2. Order CONSULTANT to stop work under this Agreement and/or withhold any payment(s) which become due to CONSULTANT hereunder until CONSULTANT demonstrates compliance with the requirements hereof; or

3. Terminate this Agreement.

Exercise of any of the above remedies, however, is an alternative to other remedies CITY may have and is not the exclusive remedy for CONSULTANT's failure to maintain insurance or secure appropriate endorsements.

Nothing herein contained shall be construed as limiting in any way the extent to which CONSULTANT may be held responsible for payments of damages to persons or property resulting from CONSULTANT's or its subcontractor's performance of the work covered under this Agreement.

XV. NON-DISCRIMINATION

CONSULTANT and all subcontractors shall not discriminate against any employee or applicant for employment on the basis of race, color, national origin, or sex in the performance of this Agreement. The CONSULTANT shall carry out applicable requirements of 49 CFR part 26 in the award and administration of DOT-assisted contracts. Failure by the contractor to carry out these requirements is a material breach of this Agreement, which may result in the termination of this Agreement.

XVI. MISCELLANEOUS PROVISIONS

A. Firearms Prohibited: Guns may not be carried by contractors/vendors/consultants while working on City of Visalia premises without the expressed written approval of a City of Visalia Department Head, or an exemption in the contract. If a contractor/vendor/consultant is caught carrying a gun, without City permission, their contract will be terminated.

B. Asbestos and Hazardous Materials: In providing its services hereunder, CONSULTANT shall not be responsible for identification, handling, containment, abatement, or in any other respect, for any asbestos or hazardous material if such is present in connection with the PROJECT. In the event the CITY becomes aware of the presence of asbestos or hazardous material at the jobsite, CITY shall be responsible for complying with all applicable federal and state rules and regulations, and shall immediately notify CONSULTANT, who shall then be entitled to cease any of its services that may be affected by such presence, without liability to CONSULTANT arising therefrom.

C. Successors and Assigns: This Agreement shall be binding upon and shall inure to the benefit of any successors to or assigns of the parties.

D. Prohibition of Assignment: Neither the CITY nor CONSULTANT shall assign, delegate or transfer their rights and duties in this Agreement without the written consent of the other party.

E. Dispute/Governing Law: Any dispute not resolvable by informal arbitration between the parties to this Agreement shall be adjudicated in a Court of Law under the laws of the State of California.

F. Notices: Notice shall be sufficient hereunder if personally served upon the City Clerk of the CITY or an officer or principal of the CONSULTANT, or if sent via the United States Postal Service, postage prepaid, addressed as follows:

CITY OF VISALIA
707 W. Acequia Ave.
Visalia, CA 93291
Attention: City Clerk

Interwest Consulting Group
9300 W. Stockton Blvd., Ste. 105
Elk Grove, CA 95758
Attention: Jon Crawford

G. Jurisdiction/Venue/Waiver Of Removal: This Agreement shall be administered and interpreted under the laws of the State of California. Jurisdiction of litigation arising from this Agreement shall be in that State. Any action brought to interpret or enforce this Agreement, or any of the terms or conditions hereof, shall be brought in Tulare County, California. The CONSULTANT hereby expressly waives any right to remove any action to a county other than Tulare County as permitted pursuant to Section 394 of the California Code of Civil Procedure.

H. Integration/Modification: This Agreement and each of the exhibits referenced herein, which are incorporated by reference, represents the entire understanding of the CITY and the CONSULTANT as to those matters contained herein. No prior oral or written understanding shall be of any force or effect with respect to those matters covered hereunder. This Agreement may not be modified or altered except in writing signed by the CITY and the CONSULTANT.

I. Conflict With Law: If any part of this Agreement is found to be in conflict with applicable laws, such part shall be inoperative, null and void insofar as it is in conflict with said law, but the remainder of the Agreement shall be in full force and effect.

J. Attorney's Fees: In the event either party commences any action, arbitration or legal proceedings for the enforcement of this Agreement, the prevailing party, as determined by the court or arbitrator, shall be entitled to recovery of its attorney's fees and court costs incurred in the action brought thereon.

K. Construction: This Agreement is the product of negotiation and compromise on the part of each party and the parties agree, notwithstanding Civil Code Section 1654, that in the event of uncertainty the language will not be construed against the party causing the uncertainty to exist.

L. Authority: Each signatory to this Agreement represents that it is authorized to enter into this Agreement and to bind the party to which its signature represents.

M. Headings: Section headings are provided for organizational purposes only and do not in any manner affect the scope or intent of the provisions thereunder.

IN WITNESS WHEREOF, this Agreement is executed on the day and year first above written.

CITY OF VISALIA

City Manager

CONSULTANT

Paul Meschino, VP of Operations

Approved as to Form

City Attorney

Risk Manager

Project Manager

Attachments:

Exhibit "A": Scope of Work
Exhibit "B": Consultant Schedule of Fees

Billing Rates

Beginning July 01, 2023 and annually thereafter, the hourly rates listed shall be increased based upon the annual increase in the Department of Labor, Bureau of Labor Statistics or successor thereof, Consumer Price Index (United States City Average, All Items (CPI-U), Not Seasonally adjusted, All Urban Consumers, referred to herein as the "CPI") for the Municipality or, if not reported for the Municipality the CPI for cities of a similar size within the applicable region from the previous calendar year, such increase, however, not to exceed 4% per annum. The increase will become effective upon publication of the applicable CPI data. If the index decreases, the rates listed shall remain unchanged.

CLASSIFICATION	HOURLY BILLING RATE
Engineering	
Principal in Charge	230
City Engineer/Land Surveyor	195
Project Manager	185
Traffic Engineer	175
Supervising Engineer	175
Senior Engineer/Land Surveyor	165
Engineering Associate III	135
Engineering Associate II	125
Engineering Associate I/LSIT	115
Senior Engineering Technician	115
Engineering Technician III	105
Engineering Technician II	95
Engineering Technician I	85
Student Trainee	40
Grading Plans Examiner	150
Administrative	
Management Analyst II	110
Management Analyst I	100
Senior Administrative	90
Administrative III	80
Administrative II	70
Administrative I	60

Visalia City Council

Staff Report

File #: 22-0250 **Agenda Date:** 6/20/2022 **Agenda #:** 16.

Agenda Item Wording:
Adopt the revised salary schedule for full-time employees, City Manager, and City Council members of the City of Visalia
Deadline for Action: 6/20/2022

Submitting Department: Administration

Contact Name and Phone Number: Diane Davis, 713-4575

Department Recommendation:
Adopt the revised salary schedule for full-time employees, City Manager, and City Council members of the City of Visalia.

Background Discussion:
CalPERS requires salary schedules be duly approved and adopted by the employer's governing body in accordance with requirements of applicable public meeting laws. The City Manager and City Council salaries must also be included in the publicly available salary schedule.

The attached revised salary schedule reflects the following changes:

- An 8% salary increase for all full-time employees and the City Manager as authorized in previous Council action on June 6, 2022.
- Any City Manager approved classification changes made throughout the 2021/2022 fiscal year due to the addition or reclassification of positions.

No changes have been made to City Council salaries at this time. City Council salaries and the formula for salary increases are set by Municipal Code and are only modified at the beginning of a new term of office. City Council salaries were last modified in November 2020 for those newly elected Council members.

Staff requests Council adoption of this document effective for fiscal year 2022/2023.

Fiscal Impact:
There is no further fiscal impact associated with adopting this document.

Prior Council Action: 6/6/2022

Other: n/a

Alternatives: Click or tap here to enter text.

Recommended Motion (and Alternative Motions if expected):
I move to adopt the attached revised salary schedule for full-time employees, City Manager, and City Council members of the City of Visalia.

Environmental Assessment Status: N/A

CEQA Review: N/A

Attachments: Full-time Salary Schedule (Job Classifications and Salary Ranges)

CITY OF VISALIA
JOB CLASSIFICATIONS AND SALARY RANGES
FY 2022-2023
Citywide Classification by Monthly Salary

BARGAIN UNIT	FLSA STATUS[1]	CLASS CODE	JOB TITLE	SALARY RANGE	MONTHLY MIN	MONTHLY MAX
M	NE	31495	MAINTENANCE SERVICE WORKER	138.3	3151.36	3961.77
M	NE	31960	WASTE WATER TREATMENT PLANT OPERATOR TRAINEE	138.3	3151.36	3961.77
M	NE	31445	LEAD CUSTODIAL SERVICE WORKER	150.3	3552.94	4466.61
M	NE	31510	OFFICE ASSISTANT	150.3	3552.94	4466.61
M	NE	31540	PARKING ENFORCEMENT OFFICER	150.3	3552.94	4466.61
M	NE	31595	POLICE RECORDS SPECIALIST	150.3	3552.94	4466.61
M	NE	31053	ANIMAL CARE WORKER	155.3	3735.01	4695.50
M	NE	31490	MAINTENANCE MECHANIC ASSISTANT	155.3	3735.01	4695.50
M	NE	31535	PARK MAINTENANCE WORKER	155.3	3735.01	4695.50
M	NE	31885	STREET MAINTENANCE WORKER	155.3	3735.01	4695.50
M	NE	31915	TRAFFIC SAFETY WORKER	155.3	3735.01	4695.50
M	NE	31935	WASTE WATER MAINTENANCE WORKER	155.3	3735.01	4695.50
M	NE	31175	COMMUNITY SERVICE OFFICER	157.2	3806.61	4785.52
	NE	31929	VEHICLE ABATEMENT OFFICER (CONTRACT)	157.2	3806.61	4785.52
M	NE	31055	ANIMAL CONTROL OFFICER	157.2	3806.61	4785.52
M	NE	31001	ACCOUNTING ASSISTANT	162.2	4001.68	5030.76
M	NE	31233	COMMUNITY OUTREACH COORDINATOR	162.2	4001.68	5030.76
M	NE	31615	POLICE TECHNICIAN	162.2	4001.68	5030.76
M	NE	31720	SENIOR ANIMAL CARE WORKER	162.2	4001.68	5030.76
M	NE	31742	SENIOR ANIMAL CONTROL OFFICER	162.2	4001.68	5030.76
M	NE	31795	SENIOR OFFICE ASSISTANT	162.2	4001.68	5030.76
M	NE	31820	SENIOR POLICE RECORDS SPECIALIST	162.2	4001.68	5030.76
M	NE	31060	ASSISTANT COMMUNICATIONS OPERATOR	165.2	4123.49	5183.89
M	NE	31025	ADMINISTRATIVE ASSISTANT	167.2	4206.75	5288.56
M	NE	31050	AIRPORT MAINTENANCE WORKER	167.2	4206.75	5288.56
M	NE	31046	AIRPORT OPERATIONS WORKER	167.2	4206.75	5288.56
M	NE	31302	EQUIPMENT MECHANIC TRAINEE	167.2	4206.75	5288.56
M	NE	31855	SOLID WASTE DELIVERY & MAINTENANCE WORKER	167.2	4206.75	5288.56
M	NE	31865	SOLID WASTE OPERATOR	167.2	4206.75	5288.56
CONF	NE	20025	ADMINISTRATIVE ASSISTANT (Confidential)	168.9	4278.84	5379.19
M	NE	31190	COMPUTER TECHNICIAN	170.2	4334.80	5449.54
M	NE	31950	WASTE WATER TREATMENT PLANT OPERATOR I	170.2	4334.80	5449.54
M	NE	31224	CRIME ANALYSIS TECHNICIAN	172.2	4422.32	5559.57
M	NE	31280	DUTY OFFICER	172.2	4422.32	5559.57
M	NE	31410	INVESTIGATION TECHNICIAN	172.2	4422.32	5559.57
M	NE	31730	SENIOR ACCOUNTING ASSISTANT	172.2	4422.32	5559.57
M	NE	31740	SENIOR ADMINISTRATIVE ASSISTANT	172.2	4422.32	5559.57
CONF	NE	20740	SENIOR ADMINISTRATIVE ASSISTANT (Confidential)	173.9	4498.11	5654.84

BARGAIN UNIT	FLSA STATUS[1]	CLASS CODE	JOB TITLE	SALARY RANGE	MONTHLY MIN	MONTHLY MAX
M	NE	31255	DIGITAL EVIDENCE TECHNICIAN	174.2	4511.61	5671.82
M	NE	31455	LEAD POLICE RECORDS SPECIALIST	174.2	4511.61	5671.82
M	NE	31825	SENIOR POLICE TECHNICIAN	174.2	4511.61	5671.82
M	NE	31115	BUILDING MAINTENANCE TECHNICIAN	175.2	4556.93	5728.80
M	NE	31405	INDUSTRIAL WASTE INSPECTOR	175.2	4556.93	5728.80
M	NE	31428	LANDSCAPE INSPECTOR	175.2	4556.93	5728.80
M	NE	31530	PARK MAINTENANCE TECHNICIAN	175.2	4556.93	5728.80
M	NE	31741	SENIOR AIRPORT OPERATIONS WORKER	175.2	4556.93	5728.80
M	NE	31744	SENIOR BUILDING MAINTENANCE WORKER	175.2	4556.93	5728.80
M	NE	31805	SENIOR PARK MAINTENANCE WORKER	175.2	4556.93	5728.80
M	NE	31835	SENIOR STREET MAINTENANCE WORKER	175.2	4556.93	5728.80
M	NE	31840	SENIOR TRAFFIC SAFETY WORKER	175.2	4556.93	5728.80
M	NE	31845	SENIOR WASTE WATER MAINTENANCE WORKER	175.2	4556.93	5728.80
M	NE	31860	SOLID WASTE EQUIPMENT SERVICE WORKER	175.2	4556.93	5728.80
M	NE	31953	WASTE WATER TREATMENT PLANT OPERATOR II	175.2	4556.93	5728.80
G	NE	51340	FIREFIGHTER TRAINEE	176.0	4593.52	5774.79
G	NE	51350	FIREFIGHTER PARAMEDIC TRAINEE	176.0	4593.52	5774.79
M	NE	31010	ACCOUNTING TECHNICIAN	177.2	4648.94	5844.47
M	NE	31040	ADMINISTRATIVE SERVICES TECHNICIAN	177.2	4648.94	5844.47
M	NE	31035	ADMINISTRATIVE TECHNICIAN	177.2	4648.94	5844.47
M	NE	31130	C.A.D. TECHNICIAN	177.2	4648.94	5844.47
M	NE	31160	COMMUNICATIONS OPERATOR	177.2	4648.94	5844.47
M	NE	31300	EQUIPMENT MECHANIC	177.2	4648.94	5844.47
M	NE	31305	EVENTS COORDINATOR	177.2	4648.94	5844.47
M	NE	31380	HEAVY EQUIPMENT OPERATOR	177.2	4648.94	5844.47
M	NE	31480	MAINTENANCE ELECTRICIAN	177.2	4648.94	5844.47
M	NE	31485	MAINTENANCE MECHANIC	177.2	4648.94	5844.47
G	NE	31522	PARAMEDIC	177.2	4648.94	5844.47
M	E	31715	SALES REPRESENTATIVE	177.2	4648.94	5844.47
M	NE	31910	TRAFFIC ENGINEERING SPECIALIST	177.2	4648.94	5844.47
M	NE	31918	TRAFFIC SIGNAL TECHNICIAN	177.2	4648.94	5844.47
M	NE	31460	LEAD SOLID WASTE OPERATOR	180.1	4785.67	6016.35
M	NE	31470	LEAD STREET MAINTENANCE WORKER	180.1	4785.67	6016.35
M	NE	31955	WASTE WATER TREATMENT PLANT OPERATOR III	180.1	4785.67	6016.35
E	NE	30020	ADMINISTRATIVE ANALYST	181.8	4867.68	6119.45
M	NE	31135	CODE ENFORCEMENT TECHNICIAN	182.1	4882.30	6137.83
M	NE	31195	CONSERVATION TECHNICIAN	182.1	4882.30	6137.83
M	NE	31430	LANDSCAPE AND IRRIGATION TECHNICIAN	182.1	4882.30	6137.83
M	NE	31444	LEAD CONVENTION CENTER TECHNICIAN	182.1	4882.30	6137.83
M	NE	31525	PARK RANGER	182.1	4882.30	6137.83
M	NE	31544	PERMIT TECHNICIAN	182.1	4882.30	6137.83
M	NE	31555	PLANNING TECHNICIAN	182.1	4882.30	6137.83
M	NE	31710	REVENUE & CODE COMPLIANCE SPECIALIST	182.1	4882.30	6137.83
M	NE	31745	SENIOR BUILDING MAINTENANCE TECHNICIAN	182.1	4882.30	6137.83
M	NE	31780	SENIOR INDUSTRIAL WASTE WATER INSPECTOR	182.1	4882.30	6137.83
M	NE	31790	SENIOR MAINTENANCE MECHANIC	182.1	4882.30	6137.83
M	NE	31800	SENIOR PARK MAINTENANCE TECHNICIAN	182.1	4882.30	6137.83
E	E	30680	RECREATION COORDINATOR	183.8	4965.96	6243.01

BARGAIN UNIT	FLSA STATUS[1]	CLASS CODE	JOB TITLE	SALARY RANGE	MONTHLY MIN	MONTHLY MAX
M	NE	31295	ENGINEERING TECHNICIAN	184.1	4980.88	6261.76
M	NE	31541	PAYROLL SPECIALIST	184.1	4980.88	6261.76
M	NE	31635	PUBLIC WORKS INSPECTOR	184.1	4980.88	6261.76
M	NE	31560	POLICE OFFICER RECRUIT	187.1	5132.49	6452.36
M	NE	31750	SENIOR COMMUNICATION OPERATOR	187.1	5132.49	6452.36
M	NE	31310	FACILITIES SERVICES TECHNICIAN	189.1	5236.12	6582.64
M	NE	31475	LEAD WASTE WATER MAINTENANCE TECHNICIAN	189.1	5236.12	6582.64
M	NE	31505	MECHANIC / WELDER	189.1	5236.12	6582.64
M	NE	31765	SENIOR EQUIPMENT MECHANIC	189.1	5236.12	6582.64
M	NE	31785	SENIOR MAINTENANCE ELECTRICIAN	189.1	5236.12	6582.64
M	NE	31842	SENIOR TRAFFIC SIGNAL TECHNICIAN	189.1	5236.12	6582.64
M	NE	31746	SENIOR C.A.D. TECHNICIAN	190.1	5288.72	6648.76
M	NE	31760	SENIOR ENGINEERING TECHNICIAN	190.1	5288.72	6648.76
M	NE	31453	LEAD EQUIPMENT MECHANIC	191.1	5341.84	6715.55
M	NE	31850	SENIOR WASTE WATER TREATMENT PLANT OPERATOR	192.1	5395.50	6783.01
E	NE	30080	ASSISTANT PLANNER	192.7	5427.96	6823.81
M	NE	31105	BUILDING INSPECTOR	193.1	5449.70	6851.15
M	NE	31340	FIRE PREVENTION INSPECTOR	193.1	5449.70	6851.15
M	NE	31545	PLAN CHECKER	193.1	5449.70	6851.15
CONF	E	20430	HUMAN RESOURCES ANALYST	194.7	5537.55	6961.59
E	NE	30575	POLICE SPECIALIST	194.7	5537.55	6961.59
E	NE	30735	SENIOR ADMINISTRATIVE ANALYST	194.7	5537.55	6961.59
E	NE	30665	PRETREATMENT PROGRAM COORDINATOR	194.7	5537.55	6961.59
E	E	30455	INFORMATION SERVICES SPECIALIST	195.0	5554.18	6982.50
M	NE	31815	SENIOR PAYROLL SPECIALIST	195.0	5554.18	6982.50
M	NE	31477	LEAD WASTEWATER TREATMENT PLANT OPERATOR	197.1	5671.99	7130.60
M	NE	31830	SENIOR PUBLIC WORKS INSPECTOR	200.1	5844.64	7347.65
E	E	30170	COMMUNICATIONS SUPERVISOR	200.7	5879.80	7391.85
E	E	30210	CONV CENTER OPERATIONS SUPERVISOR	200.7	5879.80	7391.85
E	NE	30345	FLEET MAINTENANCE SUPERVISOR	200.7	5879.80	7391.85
E	NE	30525	PARK MAINTENANCE SUPERVISOR	200.7	5879.80	7391.85
E	NE	30925	PARKS & URBAN FORESTRY SUPERVISOR	200.7	5879.80	7391.85
E	E	30670	POLICE RECORDS SUPERVISOR	200.7	5879.80	7391.85
E	E	30700	RECREATION SUPERVISOR	200.7	5879.80	7391.85
E	E	30720	SALES SUPERVISOR	200.7	5879.80	7391.85
E	NE	30875	SOLID WASTE SUPERVISOR	200.7	5879.80	7391.85
E	NE	30882	STREET MAINTENANCE & TRAFFIC CONTROL SUPERVISOR	200.7	5879.80	7391.85
E	NE	30935	WASTEWATER COLLECTIONS SUPERVISOR	200.7	5879.80	7391.85
E	NE	30940	WASTEWATER TREATMENT PLANT MAINT SUPERVISOR	200.7	5879.80	7391.85
E	NE	30945	WASTEWATER TREATMENT PLANT OPERATIONS SUPERVISOR	200.7	5879.80	7391.85
E	NE	30430	IDENTIFICATION TECHNICIAN	201.7	5938.86	7466.10
E	NE	30560	PLANS EXAMINER	202.7	5998.52	7541.10
M	NE	31140	COMBINED BUILDING INSPECTOR	203.0	6016.53	7563.75

BARGAIN UNIT	FLSA STATUS[1]	CLASS CODE	JOB TITLE	SALARY RANGE	MONTHLY MIN	MONTHLY MAX
E	E	30051	ANIMAL SERVICES SUPERINTENDENT	204.7	6119.64	7693.36
E	E	30295	FACILITIES MAINTENANCE SUPERINTENDENT	204.7	6119.64	7693.36
G	NE	51335	FIREFIGHTER	NR	6175.87	7749.26
M	NE	31748	SENIOR COMBINED BUILDING INSPECTOR	209.0	6388.38	8031.22
M	NE	31775	SENIOR FIRE PREVENTION INSPECTOR	209.0	6388.38	8031.22
E	NE	30820	SENIOR IDENTIFICATION TECHNICIAN	209.6	6426.81	8079.53
E	E	30810	SENIOR PLANS EXAMINER	210.6	6491.37	8160.69
B	NE	41585	POLICE OFFICER	NR	6569.76	8213.86
E	E	30065	ASSISTANT ENGINEER	212.6	6622.44	8325.46
E	NE	30090	ASSOCIATE PLANNER	212.6	6622.44	8325.46
G	NE	51345	FIREFIGHTER / PARAMEDIC	NR	6793.44	8524.18
G	NE	51330	FIRE ENGINEER	NR	6815.93	8554.19
E	NE	30890	SUPERVISING IDENTIFICATION TECHNICIAN	216.3	6871.93	8639.11
B	NE	41565	POLICE AGENT	NR	7086.48	8845.29
G	NE	51333	FIRE ENGINEER - PARAMEDIC	NR	7156.76	8981.91
CONF	E	20300	COMMUNICATIONS MANAGER	221.6	7245.77	9109.10
E	E	30310	FINANCIAL ANALYST	221.6	7245.77	9109.10
E	E	30375	GIS ANALYST	221.6	7245.77	9109.10
E	E	30400	HOUSING SPECIALIST	221.6	7245.77	9109.10
E	E	30450	INFORMATION SYSTEMS ANALYST	221.6	7245.77	9109.10
E	E	30500	MANAGEMENT ANALYST	221.6	7245.77	9109.10
E	E	30928	WATER RESOURCES ANALYST	221.6	7245.77	9109.10
CONF	E	20250	CHIEF DEPUTY CITY CLERK	223.6	7392.07	9293.02
CONF	E	20500	MANAGEMENT ANALYST - HR / RISK	223.6	7392.07	9293.02
E	E	30085	ASSOCIATE ENGINEER	224.6	7466.33	9386.37
E	E	30815	SENIOR PLANNER	224.6	7466.33	9386.37
E	E	30150	CIVIL ENGINEER	229.5	7841.10	9857.52
E	E	30320	FIRE MARSHAL	229.5	7841.10	9857.52
E	E	30405	INFORMATION SECURITY ANALYST	230.6	7927.78	9966.49
E	E	30600	POLICE SUPPORT SERVICES MANAGER	230.6	7927.78	9966.49
E	E	30955	WASTEWATER TREATMENT PLANT SUPERINTENDENT	230.6	7927.78	9966.49
G	NE	50315	FIRE CAPTAIN	NR	7971.35	10020.66
A	NE	40600	POLICE SERGEANT	NR	8357.46	10434.44
G	NE	50320	FIRE CAPTAIN -PARAMEDIC	NR	8369.91	10521.97

BARGAIN UNIT	FLSA STATUS[1]	CLASS CODE	JOB TITLE	SALARY RANGE	MONTHLY MIN	MONTHLY MAX
CONF	E	20410	FINANCE MANAGER	238.5	8579.14	10785.35
E	E	30035	AIRPORT MANAGER	239.5	8665.32	10893.69
E	E	30195	CONVENTION CENTER MANAGER	239.5	8665.32	10893.69
E	E	30275	ECONOMIC DEVELOPMENT MANAGER	239.5	8665.32	10893.69
E	E	30285	EMERGENCY MEDICAL SERVICES COORDINATOR	239.5	8665.32	10893.69
CONF	E	20435	HUMAN RESOURCES MANAGER	239.5	8665.32	10893.69
E	E	30785	INFORMATION SYSTEMS SUPERVISOR	239.5	8665.32	10893.69
CONF	E	20714	INSURANCE AND BENEFITS MANAGER	239.5	8665.32	10893.69
E	E	30520	NEIGHBORHOOD PRESERVATION MANAGER	239.5	8665.32	10893.69
E	E	30530	PARKS & FACILITIES MANAGER	239.5	8665.32	10893.69
E	E	30620	PRINCIPAL PLANNER	239.5	8665.32	10893.69
E	E	30623	PROFESSIONAL LAND SURVEYOR	239.5	8665.32	10893.69
E	E	30645	PUBLIC WORKS MANAGER	239.5	8665.32	10893.69
E	E	30740	SENIOR CIVIL ENGINEER	239.5	8665.32	10893.69
E	E	30920	TRANSIT MANAGER	239.5	8665.32	10893.69
E	E	30930	WATER RESOURCES MANAGER	239.5	8665.32	10893.69
E	E	30147	CITY PLANNER	247.5	9386.65	11800.53
CONF	E	20090	ASSISTANT FINANCE DIRECTOR	251.5	9769.54	12281.87
CONF	E	20145	FIRE BATTALION CHIEF	253.5	9966.79	12529.86
A	E	40580	POLICE LIEUTENANT	NR	10082.08	12609.63
E	E	30410	INFORMATION SERVICES MANAGER	255.5	10168.03	12782.85
CONF	E	40500	POLICE CAPTAIN	NR	11056.63	13902.40
CONF	E	20062	ASSISTANT COMMUNITY DEVELOPMENT DIRECTOR	265.4	11225.63	14112.41
CONF	E	20255	CITY ENGINEER	265.4	11225.63	14112.41
DH	E	10260	ADMINISTRATIVE SERVICES DIRECTOR	273.4	12160.09	15287.18
DH	E	10175	COMMUNITY DEVELOPMENT DIRECTOR	273.4	12160.09	15287.18
DH	E	10400	PARKS & RECREATION DIRECTOR	273.4	12160.09	15287.18
DH	E	10320	FIRE CHIEF	NR	13917.06	16109.43
DH	E	10450	PUBLIC WORKS DIRECTOR	NR	14055.98	16259.67
DH	E	10310	FINANCE AND TECHNOLOGY SERVICES DIRECTOR	NR	14055.98	16259.67
DH	E	10575	CHIEF OF POLICE	NR	14525.40	17101.26
DH	E	10135	ASSISTANT CITY MANAGER	NR	15393.92	17433.45
n/a	E	02151	CITY MANAGER [2]	NR	19037.33	19037.33
n/a	E	01230	CITY COUNCIL[3]	NR	991.72	1031.52

FOOTNOTES

[1] *FLSA Status: Non-exempt (NE) and Exempt (E)*

[2] *City Manager Salary set by contract approved by City Council*

[3] *City Council Salary established by Visalia Municipal Ordinance Code Section 2.04.080*

Visalia City Council

Staff Report

File #: 22-0253 **Agenda Date:** 6/20/2022 **Agenda #:** 17.

Agenda Item Wording:
City Council approval of Resolution 2022-42 adopting the 2022-23 appropriations limit for the City of Visalia's General Fund.
Deadline for Action: 6/30/2021

Submitting Department: Finance and Technology Services

Contact Name and Phone Number: Renee Nagel, Finance & Technology Director 713-4375, Amee Swearingen Financial Analyst 713-4170

Department Recommendation:
That the City Council adopt Resolution 2022-42 establishing the appropriations limit for the 2022-23 fiscal year in the amount of $199,910,765 for the General Fund.

Background Discussion:
Annually Council is required by the State to approve the appropriation limit for the City of Visalia. The Appropriation Limitation imposed by Propositions 4 and 111 creates a restriction on the amount of tax revenue which can be appropriated in any fiscal year. The limit is based on actual appropriations during the 1978-79 fiscal year and is increased each year by a factor comprised of the change in population combined with the change in California per capita personal income.

The General Fund is the only fund subject to the appropriation limit mandated by the State of California. Any challenge to the appropriations limit must be brought within 45 days from the effective date of the resolution.

The State of California provides the population and California per capita personal income change data for local jurisdictions to calculate their appropriations limit. Based on the following data received from the Department of Finance, a population change of 0.57% and per capita income change of 7.55%, the appropriations limit for Visalia is $199,910,765. The total General Fund appropriation subject to limitation for the fiscal year 22-23 is $83,730,400 which is well under the appropriations limit as shown in Table 1, Gann Appropriations Limit.

Table 1
Gann Appropriations Limit
FY 2022-23

Appropriations Limit FY 2021-22			$184,828,740
Adjustment Factors:			
Population Change (0.58+100/100=1.0058)		1.0057	
Per Capita Income Change (5.73+100/100=0.0573)	x	1.0755	
Total Adjustment Factor		1.0816	
Adjustment Amount			15,082,025
Appropriations Limit for FY 2022-23			**199,910,765**
Budgeted Expenditures Subject to Limit FY 2022-23			83,730,400
Amount of Unspent Authorized Appropriation			$116,180,365

Table 2, Calculation of Proceeds of Taxes, categorizes General Fund revenues. As shown in the table, the amount of taxes is equivalent to the budgeted expenditures subject to the 2022-23 limit.

Table 2
Calculation of Proceeds of Taxes
FY 2022-23

		Tax Proceeds	Non-Tax Proceeds	Total
General Fund				
Taxes		$83,730,400	$0	$83,730,400
Licenses & Permits		0	181,500	181,500
Fines		0	807,800	807,800
Revenue From Use of Money & Property		0	344,800	344,800
Revenue From Other Agencies		0	2,244,800	2,244,800
Revenue for Current Services		0	3,443,200	3,443,200
Other Revenue		0	332,900	332,900
	Subtotal	83,730,400	7,355,000	91,085,400
Interest		0	613,400	613,400
Total General Fund		$83,730,400	$7,968,400	$91,698,800

Fiscal Impact:
None

Prior Council Action: N/A

Other: N/A

Alternatives: N/A

Recommended Motion (and Alternative Motions if expected):
I recommend that the City Council adopt Resolution No. 2022-42 establishing the appropriations limit for the 2022-23 fiscal year in the amount of $199,910,765 for the General Fund.
Environmental Assessment Status: N/A

CEQA Review: N/A

Attachments: Attachment 1 - Resolution No. 2022-42 Attachment 2 - CA Department of Finance Letter on Price and Population

Attachment 1

RESOLUTION NO. 2022-42

A RESOLUTION OF THE CITY COUNCIL OF THE CITY OF VISALIA
ESTABLISHING THE 2022-23 APPROPRIATIONS LIMIT

WHEREAS, in 1979, California voters approved Proposition 4 (Article XIII-B of the California State Constitution). Informally known as the “Gann Initiative,” Article XIII-B provides limits to the amount of tax proceeds state and local governments can spend each year.

WHEREAS, in 1980, the State Legislature added Section 9710 of the Government Code stating that the governing body of each City must establish, by resolution, an appropriations limit for the following year. The limit for any fiscal year is equal to the previous year’s limit, adjusted for population changes and the change in the U.S. Consumer Price Index (or California per capita personal income, if smaller). The necessary statistical information is provided by the California Department of Finance.

WHEREAS, Proposition 111 modified Article XIII-B. A City may choose which annual adjustments to use. The adjustment factors include the growth in the California Per Capita Income, or the growth in the non-residential assessed valuation due to construction within the City and the population growth within the City or county.

AND IT FURTHER provided for the 2022-23 fiscal year, any challenge to the appropriations limit must be brought within 45 days from the effective date of the resolution.

NOW, THEREFORE, BE IT RESOLVED that the appropriations limit as defined by Propositions 4 and 111 is set at $199,910,765 for 2022-23 fiscal using a percentage change growth factor of 0.57% and change in per capita income of 7.55% as established by the California Department of Finance.

DEPARTMENT OF FINANCE
OFFICE OF THE DIRECTOR

Gavin Newsom ▪ Governor
1021 O Street, Suite 3110 ▪ Sacramento CA 95814 ▪ www.dof.ca.gov

May 2022

Dear Fiscal Officer:

Subject: Price Factor and Population Information

Appropriations Limit
California Revenue and Taxation Code section 2227 requires the Department of Finance to transmit an estimate of the percentage change in population to local governments. Each local jurisdiction must use their percentage change in population factor for January 1, 2022, in conjunction with a change in the cost of living, or price factor, to calculate their appropriations limit for fiscal year 2022-23. Attachment A provides the change in California's per capita personal income and an example for utilizing the price factor and population percentage change factor to calculate the 2022-23 appropriations limit. Attachment B provides the city and unincorporated county population percentage change. Attachment C provides the population percentage change for counties and their summed incorporated areas. The population percentage change data excludes federal and state institutionalized populations and military populations.

Population Percent Change for Special Districts
Some special districts must establish an annual appropriations limit. California Revenue and Taxation Code section 2228 provides additional information regarding the appropriations limit. Article XIII B, section 9(C) of the California Constitution exempts certain special districts from the appropriations limit calculation mandate. The code section and the California Constitution can be accessed at the following website: http://leginfo.legislature.ca.gov/faces/codes.xhtml.

Special districts required by law to calculate their appropriations limit must present the calculation as part of their annual audit. Any questions special districts have on this requirement should be directed to their county, district legal counsel, or the law itself. No state agency reviews the local appropriations limits.

Population Certification
The population certification program applies only to cities and counties. California Revenue and Taxation Code section 11005.6 mandates Finance to automatically certify any population estimate that exceeds the current certified population with the State Controller's Office. **Finance will certify the higher estimate to the State Controller by June 1, 2022**.

Please Note: The prior year's city population estimates may be revised. The per capita personal income change is based on historical data.

If you have any questions regarding this data, please contact the Demographic Research Unit at (916) 323-4086.

KEELY MARTIN BOSLER
Director
By:

ERIKA LI
Chief Deputy Director

Attachment

A. **Price Factor**: Article XIII B specifies that local jurisdictions select their cost of living factor to compute their appropriation limit by a vote of their governing body. The cost of living factor provided here is per capita personal income. If the percentage change in per capita personal income is selected, the percentage change to be used in setting the fiscal year 2022-23 appropriation limit is:

Per Capita Personal Income

Fiscal Year (FY)	Percentage change over prior year
2022-23	7.55

B. Following is an example using sample population change and the change in California per capita personal income as growth factors in computing a 2022-23 appropriation limit.

2022-23:

Per Capita Cost of Living Change = 7.55 percent
Population Change = -0.30 percent

Per Capita Cost of Living converted to a ratio: $\frac{7.55 + 100}{100} = 1.0755$

Population converted to a ratio: $\frac{-0.30 + 100}{100} = 0.997$

Calculation of factor for FY 2022-23: 1.0755 x 0.997 = 1.0723

Attachment B
Annual Percent Change in Population Minus Exclusions*
January 1, 2021 to January 1, 2022 and Total Population, January 1, 2022

County City	Percent Change 2021-2022	--- Population Minus Exclusions --- 1-1-21	 1-1-22	Total Population 1-1-2022
Alameda				
Alameda	-0.62	76,855	76,377	77,784
Albany	5.38	20,542	21,648	21,648
Berkeley	2.72	121,269	124,563	124,563
Dublin	-0.31	71,930	71,706	72,932
Emeryville	-0.95	12,617	12,497	12,497
Fremont	0.26	228,872	229,476	229,476
Hayward	-0.71	161,744	160,591	160,591
Livermore	-1.42	87,388	86,149	86,149
Newark	0.15	47,157	47,229	47,229
Oakland	-1.31	430,100	424,464	424,464
Piedmont	-1.45	11,138	10,977	10,977
Pleasanton	-1.67	78,924	77,609	77,609
San Leandro	-1.69	89,926	88,404	88,404
Union City	-1.66	69,301	68,150	68,150
Unincorporated	-1.59	151,853	149,445	149,506
County Total	-0.62	1,659,616	1,649,285	1,651,979

*Exclusions include residents on federal military installations and group quarters residents in state mental institutions, state and federal correctional institutions and veteran homes.

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January 1, 2021 to January 1, 2022 and Total Population, January 1, 2022

County City	Percent Change 2021-2022	--- Population Minus Exclusions --- 1-1-21	 1-1-22	Total Population 1-1-2022
Alpine				
Unincorporated	0.42	1,195	1,200	1,200
County Total	0.42	1,195	1,200	1,200

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Annual Percent Change in Population Minus Exclusions*
January 1, 2021 to January 1, 2022 and Total Population, January 1, 2022

County City	Percent Change 2021-2022	--- Population Minus Exclusions --- 1-1-21	 1-1-22	Total Population 1-1-2022
Amador				
Amador	-1.04	193	191	191
Ione	4.15	4,863	5,065	8,888
Jackson	0.00	5,028	5,028	5,028
Plymouth	-1.04	1,056	1,045	1,045
Sutter Creek	-0.76	2,640	2,620	2,620
Unincorporated	-0.49	22,602	22,491	22,525
County Total	0.16	36,382	36,440	40,297

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Annual Percent Change in Population Minus Exclusions*
January 1, 2021 to January 1, 2022 and Total Population, January 1, 2022

County City	Percent Change 2021-2022	--- Population Minus Exclusions --- 1-1-21	 1-1-22	Total Population 1-1-2022
Butte				
Biggs	-1.77	1,974	1,939	1,939
Chico	0.52	102,359	102,892	102,892
Gridley	-2.81	7,413	7,205	7,205
Oroville	-6.24	20,119	18,863	18,863
Paradise	25.55	6,137	7,705	7,705
Unincorporated	-8.21	68,638	63,004	63,004
County Total	-2.44	206,640	201,608	201,608

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Attachment B
Annual Percent Change in Population Minus Exclusions*
January 1, 2021 to January 1, 2022 and Total Population, January 1, 2022

County City	Percent Change 2021-2022	--- Population Minus Exclusions --- 1-1-21	 1-1-22	Total Population 1-1-2022
Calaveras				
Angels City	-0.49	3,641	3,623	3,623
Unincorporated	-0.39	41,525	41,363	41,426
County Total	-0.40	45,166	44,986	45,049

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Annual Percent Change in Population Minus Exclusions*
January 1, 2021 to January 1, 2022 and Total Population, January 1, 2022

County City	Percent Change 2021-2022	--- Population Minus Exclusions --- 1-1-21	 1-1-22	Total Population 1-1-2022
Colusa				
Colusa	0.42	6,356	6,383	6,383
Williams	0.60	5,530	5,563	5,563
Unincorporated	-0.26	9,887	9,861	9,861
County Total	0.16	21,773	21,807	21,807

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Annual Percent Change in Population Minus Exclusions*
January 1, 2021 to January 1, 2022 and Total Population, January 1, 2022

County City	Percent Change 2021-2022	--- Population Minus Exclusions --- 1-1-21	 1-1-22	Total Population 1-1-2022
Contra Costa				
Antioch	-0.06	115,142	115,074	115,074
Brentwood	0.18	64,224	64,342	64,342
Clayton	-0.92	10,964	10,863	10,863
Concord	-0.90	124,755	123,634	123,634
Danville	-0.05	43,373	43,352	43,352
El Cerrito	-0.08	25,671	25,650	25,650
Hercules	-1.01	26,357	26,091	26,091
Lafayette	-0.61	25,217	25,064	25,064
Martinez	-0.77	37,195	36,908	36,908
Moraga	-0.59	17,206	17,105	17,105
Oakley	2.08	43,627	44,533	44,533
Orinda	-0.09	19,496	19,478	19,478
Pinole	-1.01	18,819	18,628	18,628
Pittsburg	-0.83	75,788	75,156	75,156
Pleasant Hill	-0.90	34,335	34,026	34,026
Richmond	-0.13	114,643	114,489	114,489
San Pablo	-0.89	31,793	31,510	31,510
San Ramon	-0.48	84,226	83,820	83,820
Walnut Creek	-0.96	70,566	69,891	69,891
Unincorporated	-0.55	177,843	176,857	176,941
County Total	-0.41	1,161,240	1,156,471	1,156,555

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Attachment B
Annual Percent Change in Population Minus Exclusions*
January 1, 2021 to January 1, 2022 and Total Population, January 1, 2022

County City	Percent Change 2021-2022	--- Population Minus Exclusions --- 1-1-21	 1-1-22	Total Population 1-1-2022
Del Norte				
Crescent City	-0.88	4,111	4,075	6,060
Unincorporated	-0.50	21,219	21,112	21,158
County Total	-0.56	25,330	25,187	27,218

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January 1, 2021 to January 1, 2022 and Total Population, January 1, 2022

County City	Percent Change 2021-2022	--- Population Minus Exclusions --- 1-1-21	 1-1-22	Total Population 1-1-2022
El Dorado				
Placerville	0.09	10,636	10,646	10,646
South Lake Tahoe	-1.44	21,508	21,199	21,199
Unincorporated	-0.19	158,845	158,538	158,620
County Total	-0.32	190,989	190,383	190,465

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Annual Percent Change in Population Minus Exclusions*
January 1, 2021 to January 1, 2022 and Total Population, January 1, 2022

County City	Percent Change 2021-2022	--- Population Minus Exclusions --- 1-1-21	 1-1-22	Total Population 1-1-2022
Fresno				
Clovis	1.64	121,667	123,665	123,665
Coalinga	-0.69	13,453	13,360	17,277
Firebaugh	3.37	8,164	8,439	8,439
Fowler	1.44	6,863	6,962	6,962
Fresno	0.17	542,416	543,346	543,660
Huron	-0.10	6,176	6,170	6,170
Kerman	3.51	16,074	16,639	16,639
Kingsburg	-0.22	12,533	12,506	12,506
Mendota	-0.47	12,499	12,440	12,440
Orange Cove	-0.59	9,553	9,497	9,497
Parlier	-0.38	14,553	14,497	14,497
Reedley	0.21	24,929	24,982	24,982
Sanger	-0.96	26,558	26,304	26,304
San Joaquin	-0.95	3,674	3,639	3,639
Selma	-0.73	24,702	24,522	24,522
Unincorporated	-0.80	160,081	158,799	160,074
County Total	0.19	1,003,895	1,005,767	1,011,273

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Attachment B
Annual Percent Change in Population Minus Exclusions*
January 1, 2021 to January 1, 2022 and Total Population, January 1, 2022

County City	Percent Change 2021-2022	--- Population Minus Exclusions --- 1-1-21	 1-1-22	Total Population 1-1-2022
Glenn				
Orland	-0.63	8,319	8,267	8,267
Willows	1.29	6,345	6,427	6,427
Unincorporated	-0.48	14,124	14,056	14,056
County Total	-0.13	28,788	28,750	28,750

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Attachment B
Annual Percent Change in Population Minus Exclusions*
January 1, 2021 to January 1, 2022 and Total Population, January 1, 2022

County City	Percent Change 2021-2022	--- Population Minus Exclusions --- 1-1-21	 1-1-22	Total Population 1-1-2022
Humboldt				
Arcata	2.42	17,633	18,059	18,059
Blue Lake	-1.20	1,165	1,151	1,151
Eureka	-1.35	27,134	26,768	26,768
Ferndale	-0.65	1,376	1,367	1,367
Fortuna	-0.73	12,523	12,432	12,432
Rio Dell	-1.12	3,380	3,342	3,342
Trinidad	-1.33	300	296	296
Unincorporated	-0.29	71,953	71,743	71,753
County Total	-0.23	135,464	135,158	135,168

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Attachment B
Annual Percent Change in Population Minus Exclusions*
January 1, 2021 to January 1, 2022 and Total Population, January 1, 2022

County City	Percent Change 2021-2022	--- Population Minus Exclusions --- 1-1-21	 1-1-22	Total Population 1-1-2022
Imperial				
Brawley	1.14	26,648	26,952	26,952
Calexico	-0.50	38,906	38,711	38,711
Calipatria	-1.55	3,539	3,484	6,367
El Centro	-0.81	44,871	44,508	44,508
Holtville	1.11	5,504	5,565	5,565
Imperial	3.65	20,755	21,513	21,513
Westmorland	-0.64	2,017	2,004	2,004
Unincorporated	-1.22	30,917	30,541	33,709
County Total	0.07	173,157	173,278	179,329

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Annual Percent Change in Population Minus Exclusions*
January 1, 2021 to January 1, 2022 and Total Population, January 1, 2022

County City	Percent Change 2021-2022	--- Population Minus Exclusions --- 1-1-21	 1-1-22	Total Population 1-1-2022
Inyo				
Bishop	0.03	3,868	3,869	3,869
Unincorporated	-0.05	15,058	15,050	15,109
County Total	-0.04	18,926	18,919	18,978

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Annual Percent Change in Population Minus Exclusions*
January 1, 2021 to January 1, 2022 and Total Population, January 1, 2022

County City	Percent Change 2021-2022	--- Population Minus Exclusions --- 1-1-21	 1-1-22	Total Population 1-1-2022
Kern				
Arvin	-0.98	19,833	19,639	19,639
Bakersfield	0.67	406,129	408,865	408,865
California City	-1.00	12,927	12,798	14,952
Delano	0.56	43,906	44,152	51,258
Maricopa	-0.97	1,028	1,018	1,018
McFarland	-0.94	14,034	13,902	13,902
Ridgecrest	0.21	27,363	27,421	28,061
Shafter	2.69	19,950	20,486	20,486
Taft	0.44	6,980	7,011	7,011
Tehachapi	-0.47	9,346	9,302	12,375
Wasco	-0.06	22,723	22,710	26,689
Unincorporated	-0.86	305,655	303,036	305,557
County Total	0.05	889,874	890,340	909,813

*Exclusions include residents on federal military installations and group quarters residents in state mental institutions, state and federal correctional institutions and veteran homes.

Attachment B
Annual Percent Change in Population Minus Exclusions*
January 1, 2021 to January 1, 2022 and Total Population, January 1, 2022

County City	Percent Change 2021-2022	--- Population Minus Exclusions --- 1-1-21	 1-1-22	Total Population 1-1-2022
Kings				
Avenal	-0.75	9,417	9,346	13,186
Corcoran	-0.74	13,574	13,474	22,047
Hanford	-0.42	58,544	58,299	58,299
Lemoore	-0.61	27,225	27,058	27,058
Unincorporated	-1.02	25,218	24,961	31,433
County Total	-0.63	133,978	133,138	152,023

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Attachment B
Annual Percent Change in Population Minus Exclusions*
January 1, 2021 to January 1, 2022 and Total Population, January 1, 2022

County City	Percent Change 2021-2022	--- Population Minus Exclusions --- 1-1-21	 1-1-22	Total Population 1-1-2022
Lake				
Clearlake	-0.97	16,671	16,509	16,509
Lakeport	2.06	4,898	4,999	4,999
Unincorporated	-0.35	46,016	45,857	45,899
County Total	-0.33	67,585	67,365	67,407

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Attachment B
Annual Percent Change in Population Minus Exclusions*
January 1, 2021 to January 1, 2022 and Total Population, January 1, 2022

County City	Percent Change 2021-2022	--- Population Minus Exclusions --- 1-1-21	 1-1-22	Total Population 1-1-2022
Lassen				
Susanville	1.06	9,677	9,780	13,212
Unincorporated	0.14	15,550	15,571	17,062
County Total	0.49	25,227	25,351	30,274

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Attachment B
Annual Percent Change in Population Minus Exclusions*
January 1, 2021 to January 1, 2022 and Total Population, January 1, 2022

County City	Percent Change 2021-2022	--- Population Minus Exclusions --- 1-1-21	 1-1-22	Total Population 1-1-2022
Los Angeles				
Agoura Hills	-1.02	19,975	19,771	19,771
Alhambra	-0.42	82,182	81,834	81,834
Arcadia	-0.54	56,240	55,934	55,934
Artesia	-0.74	16,261	16,140	16,226
Avalon	-0.99	3,428	3,394	3,394
Azusa	-0.97	50,191	49,704	49,704
Baldwin Park	-0.84	71,455	70,855	70,855
Bell	-1.00	33,962	33,624	33,624
Bellflower	-0.96	78,107	77,359	77,359
Bell Gardens	-1.03	39,265	38,861	38,861
Beverly Hills	-0.92	32,565	32,265	32,265
Bradbury	-1.09	914	904	904
Burbank	-0.77	106,268	105,451	105,451
Calabasas	-0.97	23,151	22,926	22,926
Carson	-0.59	92,912	92,362	92,362
Cerritos	-1.08	49,163	48,634	48,634
Claremont	-0.78	37,364	37,072	37,072
Commerce	-1.08	12,273	12,140	12,140
Compton	-1.08	95,261	94,233	94,233
Covina	-0.95	50,933	50,449	50,449
Cudahy	-0.92	22,526	22,318	22,318
Culver City	-0.48	40,330	40,135	40,135
Diamond Bar	-1.06	54,782	54,204	54,204
Downey	-0.83	113,525	112,584	112,584
Duarte	-1.00	21,473	21,258	21,258
El Monte	-0.94	108,728	107,706	107,706
El Segundo	-0.93	17,244	17,084	17,084
Gardena	-0.72	60,382	59,947	59,947
Glendale	-0.77	194,618	193,116	193,116
Glendora	-0.95	52,316	51,821	51,821
Hawaiian Gardens	-0.99	13,755	13,619	13,619
Hawthorne	-1.00	87,722	86,841	86,841
Hermosa Beach	-1.09	19,382	19,171	19,171
Hidden Hills	0.12	1,736	1,738	1,738
Huntington Park	-1.06	54,519	53,942	53,942
Industry	-0.45	440	438	438
Inglewood	-0.62	107,143	106,481	106,481
Irwindale	0.54	1,482	1,490	1,490

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Attachment B
Annual Percent Change in Population Minus Exclusions*
January 1, 2021 to January 1, 2022 and Total Population, January 1, 2022

County City	Percent Change 2021-2022	--- Population Minus Exclusions --- 1-1-21	 1-1-22	Total Population 1-1-2022
La Canada Flintridge	-1.03	20,291	20,081	20,081
La Habra Heights	-1.08	5,655	5,594	5,594
Lakewood	-0.99	81,681	80,876	80,876
La Mirada	-0.77	49,074	48,696	48,696
Lancaster	-0.62	172,298	171,234	175,164
La Puente	-0.10	37,626	37,587	37,587
La Verne	-0.93	32,608	32,304	32,304
Lawndale	-1.07	31,638	31,301	31,301
Lomita	-1.05	20,851	20,633	20,633
Long Beach	0.20	459,711	460,636	460,682
Los Angeles	-0.88	3,851,093	3,817,053	3,819,538
Lynwood	-0.80	67,260	66,723	66,723
Malibu	-0.49	10,739	10,686	10,686
Manhattan Beach	-1.29	35,357	34,902	34,902
Maywood	-0.87	25,033	24,814	24,814
Monrovia	-0.65	37,809	37,563	37,563
Montebello	-0.90	62,180	61,622	61,622
Monterey Park	-1.00	60,814	60,207	60,207
Norwalk	-0.56	101,517	100,946	101,645
Palmdale	-0.89	168,895	167,398	167,398
Palos Verdes Estates	-1.04	13,116	12,980	12,980
Paramount	-1.00	53,009	52,477	52,477
Pasadena	-0.52	139,029	138,310	138,310
Pico Rivera	-0.62	61,827	61,442	61,442
Pomona	0.60	148,879	149,766	149,766
Rancho Palos Verdes	-0.98	41,861	41,451	41,468
Redondo Beach	-1.10	69,742	68,972	68,972
Rolling Hills	-1.12	1,703	1,684	1,684
Rolling Hills Estates	0.07	8,283	8,289	8,289
Rosemead	-0.61	50,823	50,511	50,511
San Dimas	-0.86	34,651	34,352	34,352
San Fernando	0.00	23,520	23,519	23,519
San Gabriel	-1.03	39,250	38,845	38,845
San Marino	-0.62	12,334	12,257	12,257
Santa Clarita	0.33	228,084	228,835	228,835
Santa Fe Springs	1.05	18,523	18,718	18,763
Santa Monica	-0.89	93,242	92,408	92,408
Sierra Madre	-0.86	10,959	10,865	10,865
Signal Hill	-0.90	11,702	11,597	11,597
South El Monte	0.70	19,532	19,668	19,668

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Attachment B
Annual Percent Change in Population Minus Exclusions*
January 1, 2021 to January 1, 2022 and Total Population, January 1, 2022

County City	Percent Change 2021-2022	--- Population Minus Exclusions --- 1-1-21	 1-1-22	Total Population 1-1-2022
South Gate	0.51	92,783	93,259	93,259
South Pasadena	-1.00	26,849	26,580	26,580
Temple City	-0.64	36,497	36,262	36,262
Torrance	-0.99	145,876	144,433	144,433
Vernon	-0.95	210	208	208
Walnut	-0.88	28,344	28,094	28,094
West Covina	-0.96	109,290	108,243	108,243
West Hollywood	-0.43	35,553	35,399	35,399
Westlake Village	-0.96	8,121	8,043	8,043
Whittier	0.05	87,886	87,931	87,931
Unincorporated	-0.67	1,016,054	1,009,225	1,009,857
County Total	-0.71	9,923,635	9,853,284	9,861,224

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Annual Percent Change in Population Minus Exclusions*
January 1, 2021 to January 1, 2022 and Total Population, January 1, 2022

County City	Percent Change 2021-2022	--- Population Minus Exclusions --- 1-1-21	 1-1-22	Total Population 1-1-2022
Madera				
Chowchilla	-0.51	13,680	13,610	18,851
Madera	-0.69	66,299	65,843	65,843
Unincorporated	1.43	71,674	72,702	72,702
County Total	0.33	151,653	152,155	157,396

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Annual Percent Change in Population Minus Exclusions*
January 1, 2021 to January 1, 2022 and Total Population, January 1, 2022

County City	Percent Change 2021-2022	--- Population Minus Exclusions --- 1-1-21	 1-1-22	Total Population 1-1-2022
Marin				
Belvedere	-1.09	2,103	2,080	2,080
Corte Madera	-1.17	10,147	10,028	10,028
Fairfax	-1.04	7,496	7,418	7,418
Larkspur	-1.28	12,963	12,797	12,797
Mill Valley	-1.09	14,002	13,850	13,850
Novato	-1.06	52,720	52,162	52,441
Ross	-1.24	2,330	2,301	2,301
San Anselmo	-0.99	12,772	12,645	12,645
San Rafael	-1.01	61,179	60,560	60,560
Sausalito	-1.22	7,159	7,072	7,072
Tiburon	-1.20	9,065	8,956	8,956
Unincorporated	-1.21	64,601	63,817	66,987
County Total	-1.11	256,537	253,686	257,135

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Attachment B
Annual Percent Change in Population Minus Exclusions*
January 1, 2021 to January 1, 2022 and Total Population, January 1, 2022

County City	Percent Change 2021-2022	--- Population Minus Exclusions --- 1-1-21	 1-1-22	Total Population 1-1-2022
Mariposa				
Unincorporated	-0.20	17,018	16,984	17,045
County Total	-0.20	17,018	16,984	17,045

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Attachment B
Annual Percent Change in Population Minus Exclusions*
January 1, 2021 to January 1, 2022 and Total Population, January 1, 2022

County City	Percent Change 2021-2022	--- Population Minus Exclusions --- 1-1-21	 1-1-22	Total Population 1-1-2022
Mendocino				
Fort Bragg	1.26	7,064	7,153	7,153
Point Arena	-0.67	446	443	443
Ukiah	-0.91	16,228	16,080	16,080
Willits	-0.79	4,959	4,920	4,920
Unincorporated	-0.97	61,958	61,355	61,403
County Total	-0.78	90,655	89,951	89,999

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Annual Percent Change in Population Minus Exclusions*
January 1, 2021 to January 1, 2022 and Total Population, January 1, 2022

County City	Percent Change 2021-2022	--- Population Minus Exclusions --- 1-1-21	 1-1-22	Total Population 1-1-2022
Merced				
Atwater	-1.15	32,019	31,652	31,652
Dos Palos	-2.06	5,835	5,715	5,715
Gustine	-1.92	6,098	5,981	5,981
Livingston	0.49	14,340	14,410	14,410
Los Banos	1.02	46,168	46,639	46,639
Merced	0.97	88,200	89,058	89,058
Unincorporated	1.91	88,173	89,856	90,883
County Total	0.88	280,833	283,311	284,338

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Annual Percent Change in Population Minus Exclusions*
January 1, 2021 to January 1, 2022 and Total Population, January 1, 2022

County City	Percent Change 2021-2022	--- Population Minus Exclusions --- 1-1-21	 1-1-22	Total Population 1-1-2022
Modoc				
Alturas	1.00	2,699	2,726	2,726
Unincorporated	0.96	5,907	5,964	5,964
County Total	0.98	8,606	8,690	8,690

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Annual Percent Change in Population Minus Exclusions*
January 1, 2021 to January 1, 2022 and Total Population, January 1, 2022

County City	Percent Change 2021-2022	--- Population Minus Exclusions --- 1-1-21	 1-1-22	Total Population 1-1-2022
Mono				
Mammoth Lakes	0.56	7,324	7,365	7,365
Unincorporated	0.67	5,843	5,882	6,014
County Total	0.61	13,167	13,247	13,379

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Attachment B
Annual Percent Change in Population Minus Exclusions*
January 1, 2021 to January 1, 2022 and Total Population, January 1, 2022

County City	Percent Change 2021-2022	--- Population Minus Exclusions --- 1-1-21	 1-1-22	Total Population 1-1-2022
Monterey				
Carmel-By-The-Sea	-1.74	3,095	3,041	3,041
Del Rey Oaks	-1.22	1,558	1,539	1,539
Gonzales	-1.79	8,492	8,340	8,340
Greenfield	4.97	18,705	19,634	19,634
King City	-1.08	13,476	13,331	13,331
Marina	0.87	21,271	21,457	21,457
Monterey	-1.69	24,283	23,872	28,082
Pacific Grove	-1.21	14,942	14,761	14,761
Salinas	-1.14	161,777	159,932	159,932
Sand City	-1.59	378	372	372
Seaside	2.64	26,891	27,600	32,068
Soledad	-1.15	19,226	19,004	26,308
Unincorporated	-1.32	105,741	104,341	104,851
County Total	-0.62	419,835	417,224	433,716

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Annual Percent Change in Population Minus Exclusions*
January 1, 2021 to January 1, 2022 and Total Population, January 1, 2022

County City	Percent Change 2021-2022	--- Population Minus Exclusions --- 1-1-21	 1-1-22	Total Population 1-1-2022
Napa				
American Canyon	0.43	21,566	21,658	21,658
Calistoga	-1.59	5,283	5,199	5,199
Napa	-0.98	78,246	77,480	77,480
St Helena	-1.52	5,521	5,437	5,437
Yountville	-1.68	2,259	2,221	2,829
Unincorporated	-1.60	22,884	22,517	23,576
County Total	-0.92	135,759	134,512	136,179

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Attachment B
Annual Percent Change in Population Minus Exclusions*
January 1, 2021 to January 1, 2022 and Total Population, January 1, 2022

County City	Percent Change 2021-2022	--- Population Minus Exclusions --- 1-1-21	 1-1-22	Total Population 1-1-2022
Nevada				
Grass Valley	-0.39	13,670	13,617	13,617
Nevada City	-1.54	3,386	3,334	3,334
Truckee	0.38	17,035	17,100	17,100
Unincorporated	-0.94	67,784	67,144	67,191
County Total	-0.67	101,875	101,195	101,242

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Attachment B
Annual Percent Change in Population Minus Exclusions*
January 1, 2021 to January 1, 2022 and Total Population, January 1, 2022

County City	Percent Change 2021-2022	--- Population Minus Exclusions --- 1-1-21	 1-1-22	Total Population 1-1-2022
Orange				
Aliso Viejo	-0.88	51,233	50,782	50,782
Anaheim	-0.97	344,587	341,228	341,245
Brea	-0.48	47,097	46,872	46,872
Buena Park	-0.64	83,968	83,430	83,430
Costa Mesa	-0.70	112,183	111,394	111,394
Cypress	-0.44	50,029	49,810	49,810
Dana Point	-0.33	33,053	32,943	32,943
Fountain Valley	-0.88	57,068	56,564	56,564
Fullerton	0.53	141,974	142,732	142,732
Garden Grove	-0.44	171,284	170,526	170,526
Huntington Beach	-0.77	197,616	196,100	196,100
Irvine	2.99	301,254	310,250	310,250
Laguna Beach	-0.68	22,862	22,706	22,706
Laguna Hills	-0.86	31,017	30,750	30,750
Laguna Niguel	-0.88	64,885	64,316	64,316
Laguna Woods	-0.88	17,670	17,514	17,514
La Habra	-0.84	62,317	61,792	61,792
Lake Forest	0.43	86,406	86,775	86,775
La Palma	-0.85	15,463	15,332	15,332
Los Alamitos	-0.18	11,895	11,873	11,873
Mission Viejo	-0.70	93,171	92,515	92,515
Newport Beach	-0.87	84,459	83,727	83,727
Orange	0.10	137,534	137,676	137,676
Placentia	-0.62	51,522	51,204	51,204
Rancho Santa Margarita	-0.89	47,703	47,279	47,279
San Clemente	-0.78	63,877	63,380	63,380
San Juan Capistrano	-0.31	34,907	34,798	34,798
Santa Ana	-0.93	311,340	308,459	308,459
Seal Beach	-0.80	24,418	24,222	24,846
Stanton	2.59	38,284	39,275	39,275
Tustin	-0.78	80,157	79,535	79,535
Villa Park	-0.89	5,834	5,782	5,782
Westminster	-0.46	90,812	90,393	90,393
Yorba Linda	-0.78	67,760	67,233	67,233
Unincorporated	-0.65	133,302	132,437	132,437
County Total	-0.23	3,168,941	3,161,604	3,162,245

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Annual Percent Change in Population Minus Exclusions*
January 1, 2021 to January 1, 2022 and Total Population, January 1, 2022

County City	Percent Change 2021-2022	--- Population Minus Exclusions --- 1-1-21	 1-1-22	Total Population 1-1-2022
Placer				
Auburn	-1.36	13,795	13,608	13,608
Colfax	1.29	2,016	2,042	2,042
Lincoln	1.65	50,422	51,252	51,252
Loomis	-1.38	6,833	6,739	6,739
Rocklin	0.03	71,644	71,663	71,663
Roseville	1.51	148,794	151,034	151,034
Unincorporated	-1.16	114,013	112,687	112,687
County Total	0.37	407,517	409,025	409,025

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Annual Percent Change in Population Minus Exclusions*
January 1, 2021 to January 1, 2022 and Total Population, January 1, 2022

County City	Percent Change 2021-2022	--- Population Minus Exclusions --- 1-1-21	 1-1-22	Total Population 1-1-2022
Plumas				
Portola	0.74	2,027	2,042	2,042
Unincorporated	-3.69	17,547	16,900	16,900
County Total	-3.23	19,574	18,942	18,942

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Annual Percent Change in Population Minus Exclusions*
January 1, 2021 to January 1, 2022 and Total Population, January 1, 2022

County City	Percent Change 2021-2022	--- Population Minus Exclusions --- 1-1-21	 1-1-22	Total Population 1-1-2022
Riverside				
Banning	0.81	30,629	30,877	30,877
Beaumont	0.69	54,313	54,690	54,690
Blythe	-0.74	12,845	12,750	17,505
Calimesa	3.37	10,544	10,899	10,899
Canyon Lake	-0.82	11,147	11,056	11,056
Cathedral City	-0.10	51,859	51,809	51,840
Coachella	-0.05	42,178	42,158	42,158
Corona	-0.08	156,901	156,778	156,778
Desert Hot Springs	0.07	32,546	32,569	32,569
Eastvale	-0.73	70,444	69,929	69,929
Hemet	-0.20	89,823	89,646	89,646
Indian Wells	-0.19	4,771	4,762	4,762
Indio	0.31	88,862	89,137	89,137
Jurupa Valley	-0.03	105,415	105,384	105,384
Lake Elsinore	1.02	70,746	71,470	71,615
La Quinta	-0.23	37,949	37,860	37,860
Menifee	2.90	103,617	106,627	106,627
Moreno Valley	-0.09	209,603	209,407	209,407
Murrieta	-0.44	111,671	111,183	111,183
Norco	-1.24	22,499	22,219	24,909
Palm Desert	-0.17	50,976	50,889	50,889
Palm Springs	-0.39	44,570	44,397	44,397
Perris	-0.55	79,327	78,890	78,890
Rancho Mirage	0.92	16,650	16,804	16,804
Riverside	1.62	312,730	317,788	317,847
San Jacinto	0.17	54,503	54,593	54,593
Temecula	-0.42	110,394	109,925	109,925
Wildomar	-0.80	36,928	36,632	36,632
Unincorporated	0.87	393,021	396,441	396,717
County Total	0.42	2,417,461	2,427,569	2,435,525

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Annual Percent Change in Population Minus Exclusions*
January 1, 2021 to January 1, 2022 and Total Population, January 1, 2022

County City	Percent Change 2021-2022	--- Population Minus Exclusions --- 1-1-21	 1-1-22	Total Population 1-1-2022
Sacramento				
Citrus Heights	-1.01	87,245	86,367	86,367
Elk Grove	0.11	176,769	176,972	176,972
Folsom	1.33	78,714	79,758	84,592
Galt	-0.57	25,383	25,239	25,239
Isleton	-1.27	790	780	780
Rancho Cordova	1.03	79,536	80,359	80,359
Sacramento	-0.05	518,322	518,037	518,037
Unincorporated	-0.86	609,504	604,272	604,272
County Total	-0.28	1,576,263	1,571,784	1,576,618

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Annual Percent Change in Population Minus Exclusions*
January 1, 2021 to January 1, 2022 and Total Population, January 1, 2022

County City	Percent Change 2021-2022	--- Population Minus Exclusions --- 1-1-21	 1-1-22	Total Population 1-1-2022
San Benito				
Hollister	1.51	41,919	42,554	42,554
San Juan Bautista	-1.27	2,120	2,093	2,093
Unincorporated	0.49	20,730	20,832	20,832
County Total	1.10	64,769	65,479	65,479

*Exclusions include residents on federal military installations and group quarters residents in state mental institutions, state and federal correctional institutions and veteran homes.

Attachment B
Annual Percent Change in Population Minus Exclusions*
January 1, 2021 to January 1, 2022 and Total Population, January 1, 2022

County City	Percent Change 2021-2022	--- Population Minus Exclusions --- 1-1-21	 1-1-22	Total Population 1-1-2022
San Bernardino				
Adelanto	-0.58	36,569	36,357	36,357
Apple Valley	-0.70	76,160	75,628	75,628
Barstow	-0.56	24,996	24,855	25,202
Big Bear Lake	-0.26	5,054	5,041	5,041
Chino	1.75	86,713	88,228	91,998
Chino Hills	-0.60	78,437	77,964	77,964
Colton	-0.44	53,853	53,617	53,617
Fontana	1.39	209,889	212,809	212,809
Grand Terrace	-0.68	13,131	13,042	13,042
Hesperia	0.10	100,225	100,324	100,324
Highland	-0.65	56,915	56,546	56,546
Loma Linda	0.18	25,269	25,314	25,349
Montclair	-0.54	38,052	37,846	37,846
Needles	-0.79	4,915	4,876	4,876
Ontario	1.60	176,689	179,516	179,516
Rancho Cucamonga	0.00	174,484	174,476	174,476
Redlands	-0.48	72,933	72,585	72,585
Rialto	-0.09	104,050	103,954	103,954
San Bernardino	-0.55	220,768	219,544	220,840
Twentynine Palms	-0.77	15,895	15,772	27,685
Upland	0.31	78,891	79,139	79,139
Victorville	0.82	131,522	132,597	136,561
Yucaipa	-0.61	54,830	54,494	54,494
Yucca Valley	-0.15	21,846	21,813	21,813
Unincorporated	-0.46	292,872	291,532	300,003
County Total	0.14	2,154,958	2,157,869	2,187,665

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Attachment B
Annual Percent Change in Population Minus Exclusions*
January 1, 2021 to January 1, 2022 and Total Population, January 1, 2022

County City	Percent Change 2021-2022	--- Population Minus Exclusions --- 1-1-21	 1-1-22	Total Population 1-1-2022
San Diego				
Carlsbad	-0.08	115,680	115,585	115,585
Chula Vista	-0.05	276,660	276,521	276,785
Coronado	-0.84	16,936	16,793	22,277
Del Mar	-0.71	3,957	3,929	3,929
El Cajon	-0.76	106,447	105,638	105,638
Encinitas	-0.34	61,724	61,515	61,515
Escondido	-0.47	151,389	150,679	150,679
Imperial Beach	-0.78	26,448	26,243	26,243
La Mesa	-0.22	60,608	60,472	60,472
Lemon Grove	-0.66	27,422	27,242	27,242
National City	-0.50	56,809	56,525	61,471
Oceanside	-0.51	173,932	173,048	173,048
Poway	-0.19	48,850	48,759	48,759
San Diego	0.13	1,353,921	1,355,685	1,374,790
San Marcos	0.67	92,958	93,585	93,585
Santee	-0.22	59,146	59,015	59,015
Solana Beach	-0.75	12,909	12,812	12,812
Vista	0.76	99,536	100,291	100,291
Unincorporated	-0.35	480,946	479,246	513,170
County Total	-0.08	3,226,278	3,223,583	3,287,306

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Attachment B
Annual Percent Change in Population Minus Exclusions*
January 1, 2021 to January 1, 2022 and Total Population, January 1, 2022

County City	Percent Change 2021-2022	--- Population Minus Exclusions --- 1-1-21	 1-1-22	Total Population 1-1-2022
San Francisco				
San Francisco	-0.79	849,259	842,529	842,754
County Total	-0.79	849,259	842,529	842,754

*Exclusions include residents on federal military installations and group quarters residents in state mental institutions, state and federal correctional institutions and veteran homes.

Attachment B
Annual Percent Change in Population Minus Exclusions*
January 1, 2021 to January 1, 2022 and Total Population, January 1, 2022

County City	Percent Change 2021-2022	--- Population Minus Exclusions --- 1-1-21	 1-1-22	Total Population 1-1-2022
San Joaquin				
Escalon	-1.04	7,439	7,362	7,362
Lathrop	6.63	29,384	31,331	31,331
Lodi	0.64	66,145	66,570	66,570
Manteca	2.19	84,995	86,859	86,859
Ripon	-1.13	16,162	15,979	15,979
Stockton	-0.39	321,525	320,268	322,489
Tracy	0.98	93,624	94,538	94,538
Unincorporated	-0.14	158,998	158,781	159,170
County Total	0.44	778,272	781,688	784,298

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Attachment B
Annual Percent Change in Population Minus Exclusions*
January 1, 2021 to January 1, 2022 and Total Population, January 1, 2022

County City	Percent Change 2021-2022	--- Population Minus Exclusions --- 1-1-21	 1-1-22	Total Population 1-1-2022
San Luis Obispo				
Arroyo Grande	-1.29	18,533	18,294	18,294
Atascadero	-1.43	29,860	29,434	30,480
El Paso De Robles	-1.53	31,659	31,176	31,176
Grover Beach	-1.34	12,879	12,707	12,707
Morro Bay	-1.62	10,638	10,466	10,466
Pismo Beach	-1.41	8,095	7,981	7,981
San Luis Obispo	0.24	47,541	47,653	47,653
Unincorporated	1.94	116,466	118,720	121,964
County Total	0.28	275,671	276,431	280,721

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Attachment B
Annual Percent Change in Population Minus Exclusions*
January 1, 2021 to January 1, 2022 and Total Population, January 1, 2022

County City	Percent Change 2021-2022	--- Population Minus Exclusions --- 1-1-21	 1-1-22	Total Population 1-1-2022
San Mateo				
Atherton	-1.29	6,806	6,718	6,718
Belmont	-1.39	27,587	27,203	27,203
Brisbane	-1.42	4,789	4,721	4,721
Burlingame	-1.36	30,699	30,283	30,283
Colma	-1.51	1,391	1,370	1,370
Daly City	-1.02	103,930	102,875	102,875
East Palo Alto	-1.56	29,423	28,963	28,963
Foster City	-0.81	33,325	33,056	33,056
Half Moon Bay	-1.34	11,462	11,308	11,308
Hillsborough	-0.83	11,110	11,018	11,018
Menlo Park	-1.36	33,377	32,924	33,034
Millbrae	-1.29	22,807	22,512	22,512
Pacifica	-1.46	38,088	37,533	37,533
Portola Valley	-1.52	4,355	4,289	4,289
Redwood City	0.70	81,771	82,344	82,344
San Bruno	-1.19	43,169	42,656	42,656
San Carlos	-1.22	30,207	29,837	29,837
San Mateo	-0.90	104,719	103,779	103,779
South San Francisco	-0.92	65,090	64,492	64,492
Woodside	-1.12	5,271	5,212	5,212
Unincorporated	-1.01	62,088	61,459	61,459
County Total	-0.92	751,464	744,552	744,662

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Attachment B
Annual Percent Change in Population Minus Exclusions*
January 1, 2021 to January 1, 2022 and Total Population, January 1, 2022

County City	Percent Change 2021-2022	--- Population Minus Exclusions --- 1-1-21	 1-1-22	Total Population 1-1-2022
Santa Barbara				
Buellton	-2.51	5,185	5,055	5,055
Carpinteria	-2.29	13,267	12,963	12,963
Goleta	-2.17	33,315	32,591	32,591
Guadalupe	-0.90	8,622	8,544	8,544
Lompoc	-2.11	41,966	41,079	43,845
Santa Barbara	-2.16	88,479	86,571	86,591
Santa Maria	-0.95	110,969	109,910	109,910
Solvang	-2.54	5,858	5,709	5,709
Unincorporated	4.47	130,861	136,711	139,956
County Total	0.14	438,522	439,133	445,164

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Attachment B
Annual Percent Change in Population Minus Exclusions*
January 1, 2021 to January 1, 2022 and Total Population, January 1, 2022

County City	Percent Change 2021-2022	--- Population Minus Exclusions --- 1-1-21	 1-1-22	Total Population 1-1-2022
Santa Clara				
Campbell	-0.59	43,086	42,833	42,833
Cupertino	-0.46	59,884	59,610	59,610
Gilroy	-0.21	59,396	59,269	59,269
Los Altos	-0.39	31,651	31,526	31,526
Los Altos Hills	-0.17	8,414	8,400	8,400
Los Gatos	-0.39	33,193	33,062	33,062
Milpitas	0.69	80,287	80,839	80,839
Monte Sereno	0.87	3,458	3,488	3,488
Morgan Hill	-0.38	46,626	46,451	46,451
Mountain View	0.89	83,128	83,864	83,864
Palo Alto	0.07	67,407	67,454	67,473
San Jose	-1.48	991,144	976,482	976,482
Santa Clara	0.78	129,122	130,127	130,127
Saratoga	-0.34	30,772	30,667	30,667
Sunnyvale	0.58	155,326	156,234	156,234
Unincorporated	-0.62	83,985	83,464	84,458
County Total	-0.69	1,906,879	1,893,770	1,894,783

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Attachment B
Annual Percent Change in Population Minus Exclusions*
January 1, 2021 to January 1, 2022 and Total Population, January 1, 2022

County City	Percent Change 2021-2022	--- Population Minus Exclusions --- 1-1-21	 1-1-22	Total Population 1-1-2022
Santa Cruz				
Capitola	-3.14	10,112	9,794	9,794
Santa Cruz	11.25	57,594	64,075	64,075
Scotts Valley	-2.89	12,407	12,049	12,049
Watsonville	-2.83	52,147	50,669	50,669
Unincorporated	-3.21	134,251	129,935	129,977
County Total	0.00	266,511	266,522	266,564

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Attachment B
Annual Percent Change in Population Minus Exclusions*
January 1, 2021 to January 1, 2022 and Total Population, January 1, 2022

County City	Percent Change 2021-2022	--- Population Minus Exclusions --- 1-1-21	 1-1-22	Total Population 1-1-2022
Shasta				
Anderson	-0.83	11,181	11,088	11,088
Redding	-0.98	93,742	92,826	92,963
Shasta Lake	-0.79	10,318	10,237	10,237
Unincorporated	-0.60	66,596	66,196	66,243
County Total	-0.82	181,837	180,347	180,531

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Attachment B
Annual Percent Change in Population Minus Exclusions*
January 1, 2021 to January 1, 2022 and Total Population, January 1, 2022

County City	Percent Change 2021-2022	--- Population Minus Exclusions --- 1-1-21	 1-1-22	Total Population 1-1-2022
Sierra				
Loyalton	0.00	737	737	737
Unincorporated	0.16	2,488	2,492	2,492
County Total	0.12	3,225	3,229	3,229

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Attachment B
Annual Percent Change in Population Minus Exclusions*
January 1, 2021 to January 1, 2022 and Total Population, January 1, 2022

County City	Percent Change 2021-2022	--- Population Minus Exclusions --- 1-1-21	 1-1-22	Total Population 1-1-2022
Siskiyou				
Dorris	-1.40	859	847	847
Dunsmuir	-1.41	1,705	1,681	1,681
Etna	-1.46	684	674	674
Fort Jones	-1.44	694	684	684
Montague	-1.38	1,232	1,215	1,215
Mount Shasta	-1.32	3,247	3,204	3,204
Tulelake	-1.45	899	886	886
Weed	0.07	2,826	2,828	2,828
Yreka	-0.06	7,777	7,772	7,772
Unincorporated	-0.03	24,003	23,996	24,039
County Total	-0.32	43,926	43,787	43,830

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Attachment B
Annual Percent Change in Population Minus Exclusions*
January 1, 2021 to January 1, 2022 and Total Population, January 1, 2022

County City	Percent Change 2021-2022	--- Population Minus Exclusions --- 1-1-21	 1-1-22	Total Population 1-1-2022
Solano				
Benicia	-1.26	26,995	26,656	26,656
Dixon	-0.06	19,094	19,083	19,083
Fairfield	-0.15	115,571	115,396	119,897
Rio Vista	-0.36	9,961	9,925	9,925
Suisun City	-1.26	29,266	28,896	28,896
Vacaville	-0.20	96,104	95,911	101,257
Vallejo	-0.98	124,410	123,190	123,190
Unincorporated	-1.07	17,780	17,590	18,337
County Total	-0.58	439,181	436,647	447,241

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Attachment B
Annual Percent Change in Population Minus Exclusions*
January 1, 2021 to January 1, 2022 and Total Population, January 1, 2022

County City	Percent Change 2021-2022	--- Population Minus Exclusions --- 1-1-21	 1-1-22	Total Population 1-1-2022
Sonoma				
Cloverdale	-1.37	9,029	8,905	8,905
Cotati	-1.53	7,512	7,397	7,397
Healdsburg	-1.29	11,174	11,030	11,030
Petaluma	-1.36	59,756	58,945	58,945
Rohnert Park	-0.65	44,287	43,998	43,998
Santa Rosa	-0.91	177,396	175,775	175,775
Sebastopol	-0.41	7,520	7,489	7,489
Sonoma	0.22	10,755	10,779	10,779
Windsor	-0.73	26,134	25,942	25,942
Unincorporated	0.54	130,546	131,253	132,144
County Total	-0.54	484,109	481,513	482,404

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Attachment B
Annual Percent Change in Population Minus Exclusions*
January 1, 2021 to January 1, 2022 and Total Population, January 1, 2022

County City	Percent Change 2021-2022	--- Population Minus Exclusions --- 1-1-21	 1-1-22	Total Population 1-1-2022
Stanislaus				
Ceres	-0.77	48,762	48,386	48,386
Hughson	0.00	7,495	7,495	7,495
Modesto	-0.40	218,745	217,880	217,880
Newman	-0.67	12,326	12,244	12,244
Oakdale	-0.17	23,110	23,071	23,071
Patterson	2.23	23,839	24,370	24,370
Riverbank	-0.61	24,735	24,583	24,583
Turlock	-0.28	71,734	71,531	71,531
Waterford	-0.81	8,944	8,872	8,872
Unincorporated	-0.90	112,047	111,034	111,034
County Total	-0.41	551,737	549,466	549,466

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Attachment B
Annual Percent Change in Population Minus Exclusions*
January 1, 2021 to January 1, 2022 and Total Population, January 1, 2022

County City	Percent Change 2021-2022	--- Population Minus Exclusions --- 1-1-21	 1-1-22	Total Population 1-1-2022
Sutter				
Live Oak	2.21	9,191	9,394	9,394
Yuba City	0.07	69,614	69,663	69,663
Unincorporated	-0.07	20,103	20,088	20,088
County Total	0.24	98,908	99,145	99,145

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Attachment B
Annual Percent Change in Population Minus Exclusions*
January 1, 2021 to January 1, 2022 and Total Population, January 1, 2022

County City	Percent Change 2021-2022	--- Population Minus Exclusions --- 1-1-21	 1-1-22	Total Population 1-1-2022
Tehama				
Corning	-0.70	8,157	8,100	8,100
Red Bluff	-0.63	14,698	14,605	14,605
Tehama	-0.70	427	424	424
Unincorporated	-0.37	41,975	41,819	41,923
County Total	-0.47	65,257	64,948	65,052

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Attachment B
Annual Percent Change in Population Minus Exclusions*
January 1, 2021 to January 1, 2022 and Total Population, January 1, 2022

County City	Percent Change 2021-2022	--- Population Minus Exclusions --- 1-1-21	 1-1-22	Total Population 1-1-2022
Trinity				
Unincorporated	-0.19	16,012	15,981	16,023
County Total	-0.19	16,012	15,981	16,023

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Attachment B
Annual Percent Change in Population Minus Exclusions*
January 1, 2021 to January 1, 2022 and Total Population, January 1, 2022

County City	Percent Change 2021-2022	--- Population Minus Exclusions --- 1-1-21	 1-1-22	Total Population 1-1-2022
Tulare				
Dinuba	1.03	24,872	25,127	25,127
Exeter	-0.47	10,305	10,257	10,257
Farmersville	-0.67	10,308	10,239	10,239
Lindsay	-0.46	12,624	12,566	12,566
Porterville	-0.25	62,314	62,156	62,345
Tulare	0.34	69,229	69,462	69,462
Visalia	0.57	141,279	142,091	142,091
Woodlake	1.80	7,513	7,648	7,648
Unincorporated	-0.09	135,342	135,224	135,279
County Total	0.21	473,786	474,770	475,014

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Attachment B
Annual Percent Change in Population Minus Exclusions*
January 1, 2021 to January 1, 2022 and Total Population, January 1, 2022

County City	Percent Change 2021-2022	--- Population Minus Exclusions --- 1-1-21	 1-1-22	Total Population 1-1-2022
Tuolumne				
Sonora	0.45	5,121	5,144	5,144
Unincorporated	0.84	47,539	47,937	50,147
County Total	0.80	52,660	53,081	55,291

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Attachment B
Annual Percent Change in Population Minus Exclusions*
January 1, 2021 to January 1, 2022 and Total Population, January 1, 2022

County City	Percent Change 2021-2022	--- Population Minus Exclusions --- 1-1-21	 1-1-22	Total Population 1-1-2022
Ventura				
Camarillo	-0.80	70,739	70,171	70,171
Fillmore	-1.27	16,681	16,469	16,469
Moorpark	-1.18	35,821	35,399	35,399
Ojai	-0.76	7,523	7,466	7,466
Oxnard	-0.21	200,480	200,050	200,050
Port Hueneme	0.00	19,662	19,662	21,599
San Buenaventura	-1.45	109,763	108,174	108,231
Santa Paula	0.86	30,629	30,892	30,892
Simi Valley	-1.18	126,478	124,985	124,985
Thousand Oaks	-1.11	125,995	124,592	124,592
Unincorporated	0.66	91,444	92,049	93,798
County Total	-0.64	835,215	829,909	833,652

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Attachment B
Annual Percent Change in Population Minus Exclusions*
January 1, 2021 to January 1, 2022 and Total Population, January 1, 2022

County City	Percent Change 2021-2022	--- Population Minus Exclusions --- 1-1-21	 1-1-22	Total Population 1-1-2022
Yolo				
Davis	-2.73	66,687	64,869	64,869
West Sacramento	-1.75	53,776	52,837	52,837
Winters	0.31	7,399	7,422	7,422
Woodland	-1.41	60,999	60,137	60,137
Unincorporated	26.52	28,376	35,900	35,900
County Total	1.81	217,237	221,165	221,165

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Attachment B
Annual Percent Change in Population Minus Exclusions*
January 1, 2021 to January 1, 2022 and Total Population, January 1, 2022

County City	Percent Change 2021-2022	--- Population Minus Exclusions --- 1-1-21	 1-1-22	Total Population 1-1-2022
Yuba				
Marysville	-1.38	13,003	12,824	12,824
Wheatland	-1.19	3,708	3,664	3,664
Unincorporated	0.80	63,065	63,567	65,787
County Total	0.35	79,776	80,055	82,275

*Exclusions include residents on federal military installations and group quarters residents in state mental institutions, state and federal correctional institutions and veteran homes.

Attachment C

Annual Percent Change in Population Minus Exclusions*
January 1, 2021 to January 1, 2022

County	Percent Change 2021-22	--- Population Minus Exclusions --- 1-1-21	1-1-22
Alameda			
Incorporated	-0.53	1,507,763	1,499,840
County Total	-0.62	1,659,616	1,649,285
Alpine			
Incorporated	0.00	0	0
County Total	0.42	1,195	1,200
Amador			
Incorporated	1.23	13,780	13,949
County Total	0.16	36,382	36,440
Butte			
Incorporated	0.44	138,002	138,604
County Total	-2.44	206,640	201,608
Calaveras			
Incorporated	-0.49	3,641	3,623
County Total	-0.40	45,166	44,986
Colusa			
Incorporated	0.50	11,886	11,946
County Total	0.16	21,773	21,807
Contra Costa			
Incorporated	-0.38	983,397	979,614
County Total	-0.41	1,161,240	1,156,471
Del Norte			
Incorporated	-0.88	4,111	4,075
County Total	-0.56	25,330	25,187
El Dorado			
Incorporated	-0.93	32,144	31,845
County Total	-0.32	190,989	190,383

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Attachment C

Annual Percent Change in Population Minus Exclusions*
January 1, 2021 to January 1, 2022

County	Percent Change 2021-22	--- Population Minus Exclusions --- 1-1-21	1-1-22
Fresno			
Incorporated	0.37	843,814	846,968
County Total	0.19	1,003,895	1,005,767
Glenn			
Incorporated	0.20	14,664	14,694
County Total	-0.13	28,788	28,750
Humboldt			
Incorporated	-0.15	63,511	63,415
County Total	-0.23	135,464	135,158
Imperial			
Incorporated	0.35	142,240	142,737
County Total	0.07	173,157	173,278
Inyo			
Incorporated	0.03	3,868	3,869
County Total	-0.04	18,926	18,919
Kern			
Incorporated	0.53	584,219	587,304
County Total	0.05	889,874	890,340
Kings			
Incorporated	-0.54	108,760	108,177
County Total	-0.63	133,978	133,138
Lake			
Incorporated	-0.28	21,569	21,508
County Total	-0.33	67,585	67,365
Lassen			
Incorporated	1.06	9,677	9,780
County Total	0.49	25,227	25,351

*Exclusions include residents on federal military installations and group quarters residents in state mental institutions, state and federal correctional institutions and veteran homes.

Attachment C

Annual Percent Change in Population Minus Exclusions*
January 1, 2021 to January 1, 2022

County	Percent Change 2021-22	--- Population Minus Exclusions --- 1-1-21	1-1-22
Los Angeles			
Incorporated	-0.71	8,907,581	8,844,059
County Total	-0.71	9,923,635	9,853,284
Madera			
Incorporated	-0.66	79,979	79,453
County Total	0.33	151,653	152,155
Marin			
Incorporated	-1.08	191,936	189,869
County Total	-1.11	256,537	253,686
Mariposa			
Incorporated	0.00	0	0
County Total	-0.20	17,018	16,984
Mendocino			
Incorporated	-0.35	28,697	28,596
County Total	-0.78	90,655	89,951
Merced			
Incorporated	0.41	192,660	193,455
County Total	0.88	280,833	283,311
Modoc			
Incorporated	1.00	2,699	2,726
County Total	0.98	8,606	8,690
Mono			
Incorporated	0.56	7,324	7,365
County Total	0.61	13,167	13,247
Monterey			
Incorporated	-0.39	314,094	312,883
County Total	-0.62	419,835	417,224

*Exclusions include residents on federal military installations and group quarters residents in state mental institutions, state and federal correctional institutions and veteran homes.

Attachment C

Annual Percent Change in Population Minus Exclusions*
January 1, 2021 to January 1, 2022

County	Percent Change 2021-22	--- Population Minus Exclusions --- 1-1-21	1-1-22
Napa			
Incorporated	-0.78	112,875	111,995
County Total	-0.92	135,759	134,512
Nevada			
Incorporated	-0.12	34,091	34,051
County Total	-0.67	101,875	101,195
Orange			
Incorporated	-0.21	3,035,639	3,029,167
County Total	-0.23	3,168,941	3,161,604
Placer			
Incorporated	0.97	293,504	296,338
County Total	0.37	407,517	409,025
Plumas			
Incorporated	0.74	2,027	2,042
County Total	-3.23	19,574	18,942
Riverside			
Incorporated	0.33	2,024,440	2,031,128
County Total	0.42	2,417,461	2,427,569
Sacramento			
Incorporated	0.08	966,759	967,512
County Total	-0.28	1,576,263	1,571,784
San Benito			
Incorporated	1.38	44,039	44,647
County Total	1.10	64,769	65,479
San Bernardino			
Incorporated	0.23	1,862,086	1,866,337
County Total	0.14	2,154,958	2,157,869

*Exclusions include residents on federal military installations and group quarters residents in state mental institutions, state and federal correctional institutions and veteran homes.

Attachment C

Annual Percent Change in Population Minus Exclusions*
January 1, 2021 to January 1, 2022

County	Percent Change 2021-22	--- Population Minus Exclusions --- 1-1-21	1-1-22
San Diego			
Incorporated	-0.04	2,745,332	2,744,337
County Total	-0.08	3,226,278	3,223,583
San Francisco			
Incorporated	-0.79	849,259	842,529
County Total	-0.79	849,259	842,529
San Joaquin			
Incorporated	0.59	619,274	622,907
County Total	0.44	778,272	781,688
San Luis Obispo			
Incorporated	-0.94	159,205	157,711
County Total	0.28	275,671	276,431
San Mateo			
Incorporated	-0.91	689,376	683,093
County Total	-0.92	751,464	744,552
Santa Barbara			
Incorporated	-1.70	307,661	302,422
County Total	0.14	438,522	439,133
Santa Clara			
Incorporated	-0.69	1,822,894	1,810,306
County Total	-0.69	1,906,879	1,893,770
Santa Cruz			
Incorporated	3.27	132,260	136,587
County Total	0.00	266,511	266,522
Shasta			
Incorporated	-0.95	115,241	114,151
County Total	-0.82	181,837	180,347

*Exclusions include residents on federal military installations and group quarters residents in state mental institutions, state and federal correctional institutions and veteran homes.

Attachment C

Annual Percent Change in Population Minus Exclusions*
January 1, 2021 to January 1, 2022

County	Percent Change 2021-22	--- Population Minus Exclusions --- 1-1-21	1-1-22
Sierra			
Incorporated	0.00	737	737
County Total	0.12	3,225	3,229
Siskiyou			
Incorporated	-0.66	19,923	19,791
County Total	-0.32	43,926	43,787
Solano			
Incorporated	-0.56	421,401	419,057
County Total	-0.58	439,181	436,647
Sonoma			
Incorporated	-0.93	353,563	350,260
County Total	-0.54	484,109	481,513
Stanislaus			
Incorporated	-0.29	439,690	438,432
County Total	-0.41	551,737	549,466
Sutter			
Incorporated	0.32	78,805	79,057
County Total	0.24	98,908	99,145
Tehama			
Incorporated	-0.66	23,282	23,129
County Total	-0.47	65,257	64,948
Trinity			
Incorporated	0.00	0	0
County Total	-0.19	16,012	15,981
Tulare			
Incorporated	0.33	338,444	339,546
County Total	0.21	473,786	474,770

*Exclusions include residents on federal military installations and group quarters residents in state mental institutions, state and federal correctional institutions and veteran homes.

Attachment C

Annual Percent Change in Population Minus Exclusions*
January 1, 2021 to January 1, 2022

County	Percent Change 2021-22	--- Population Minus Exclusions --- 1-1-21	1-1-22
Tuolumne			
Incorporated	0.45	5,121	5,144
County Total	0.80	52,660	53,081
Ventura			
Incorporated	-0.79	743,771	737,860
County Total	-0.64	835,215	829,909
Yolo			
Incorporated	-1.90	188,861	185,265
County Total	1.81	217,237	221,165
Yuba			
Incorporated	-1.33	16,711	16,488
County Total	0.35	79,776	80,055

*Exclusions include residents on federal military installations and group quarters residents in state mental institutions, state and federal correctional institutions and veteran homes.

Visalia City Council

Staff Report

File #: 22-0254 **Agenda Date:** 6/20/2022 **Agenda #:** 18.

Agenda Item Wording:
Reappointment of Lisa Walsh to a two-year term and authorization to open recruitment for one vacant position on the Parks and Recreation Commission.

Deadline for Action: 6/30/2021

Submitting Department: Community Services

Contact Name and Phone Number: Laurissa Roggenkamp, Recreation Manager 713-4336

Department Recommendation:
It is recommended that City Council provide direction to staff regarding filling the upcoming positions on the Parks and Recreation Commission. The options include:

1. Reappoint Commissioner Lisa Walsh to serve a second two-year term beginning July 1, 2022 through June 30, 2024 and open recruitment for one vacant position on the commission.
2. Recruit for both positions

Given that the remaining three Commissioners have less one year of experience on the Commission, and Commissioner Walsh has been a consistent and involved member, staff is recommending that she be appointed. Her history and stability on the Commission will be helpful as a fairly new Commission acclimates to the workings of the Commission.

Background Discussion:
The City of Visalia's Charter enables City Council to appointment five commission members to serve on the Parks and Recreation Commission. The commission is to act in an advisory capacity to Council and City Manager in all matters pertaining to parks, playgrounds, and recreation centers.

The City's Committee and Commission Guidelines provides information pertaining to the appointment, eligibility, term limits, and replacement process. Each Parks and Recreation Commissioner may serve four (4) two-year terms, for a total of eight years. Each term length has a standardized term to begin on July 1st and end on June 30th. When a member is eligible for another term a request for recommendation will be presented to City Council for the reappointment.

There will be one vacancy on the Parks and Recreation Commission due to Steven Woods completing his current term on June 30, 2022 and becoming ineligible for reappointment due to relocating to another community later this year. Staff is requesting that to fill this vacancy City Council open recruitment, host interviews, and make an appointment to the commission. Until City Council can make the appointment of a new Commissioner, the City's Committees and Commissions Guidelines provides a provision allowing a current member of a commission to have their term be temporarily extended for up to an additional six months by the Commission. Commissioner Woods

has indicated that he will continue to remain on the Commission until his seat is filled.

Commissioner Walsh is currently the Vice-Chair, prior to her appointment onto the Commission in July 2020, she served as an Alternate Commissioner starting in July 2017. Attached is Commissioner Walsh's June 2020 application for review. Lisa Walsh has served one term of two years on the Commission and has requested to serve a second term. Commissioners can serve a total of four terms or 8 years.

Fiscal Impact:
None, per City Charter Commissioners are not compensated for their service.

Prior Council Action:
06/15/2020 City Council appointed Lisa Walsh to the Parks and Recreation Commission.
06/21/2021 City Council appointed three commissioners: Edgardo Monroy, Samantha Wagner, and Veronica Barajas.

Other: N/A

Alternatives: To not reappoint Commissioner Walsh and open recruitment, host interviews and make appointments for two positions.

Recommended Motion (and Alternative Motions if expected):
Move to reappoint Lisa Walsh to a second two-year term on the Parks and Recreation Commission and to open recruitment for one vacancy position on the commission.
Environmental Assessment Status: N/A

CEQA Review: N/A

Attachments: 2020 Application for Appointment to City Board, Committee or Commission - Lisa Walsh

Visalia City Council

Staff Report

File #: 22-0251 **Agenda Date:** 6/20/2022 **Agenda #:** 1.

Agenda Item Wording:
Conduct the second public hearing and approve the proposed Fiscal Years 2022/23 & 2023/24 Measure N budget.
Deadline for Action: 6/30/2022

Submitting Department: Finance and Technology Services

Contact Name and Phone Number: Renee Nagel Finance and Technology Director 713-4375, Amee Swearingen Financial Analyst 713-4170

Department Recommendation:
That the City Council conduct the second public hearing to receive comment on the proposed Measure N budgets for FY 2022/23 and 2023/24. Following the public hearing, staff recommends that Council approve the proposed budgets that will then be adopted with the City Budget.

Background Discussion:
In November of 2016, the voters of Visalia passed a ½ cent Sales Tax Override, Measure N - The Visalia Essential City Services Measure. Sales Tax from Measure N will provide for essential city services such as police and fire, as well as maintenance of parks and roads. The measure uses a detailed, 10 year plan which includes hiring of personnel, construction of capital projects and equipment purchases.

As part of the measure, Council adopted an Accountability Ordinance (Ordinance 16-21) to establish accountability measures as outlined:

Revenues:

- 10% of budgeted revenues must be deposited in an Uncertainty Fund. Money can only be accessed during a fiscal emergency;
- 10% of budgeted revenues must be deposited into the following categories:
  - 2% Youth Programs
  - 8% Maintenance and Emerging Needs

Expenditures:

- Money shall not be used for debt service payments;
- Annual expenditure plan must be approved by Council after the following has occurred:
  - City Manager makes a recommendation to City Council and makes changes as requested (tonight's discussion);
  - Comments and recommendation received by Sales Tax Oversite Board;
  - Two public Hearings are held at regular Council Meetings to consider expenditure plan

The Measure N Budget requires two public hearings and has to be adopted by June 30, 2022 to be able to spend in FY 2022/23. In order to meet this timeline, staff presents the Measure N budget separately from the Citywide budget. The proposed Measure N budget for FY 2022/23 and 2023/24 was reviewed with Council on May 2, 2022. The Measure N Oversight Committee reviewed the proposed budget on May 19, 2022 and unanimously approved the recommended budget. The first public hearing was held on June 6,2022.

2022/23 & 2023/24 Proposed Budget

The budget includes the amended expenditure plan that includes changes over the past 6 years, as shown in Table 1, 2022/23 Proposed Measure N Amended Plan (Year 6). The recommended budget for the 2022/23 budget is $13.8 million. The budget includes $1.5 million in the Remaining Emerging Needs category. This amount doesn't include prior years monies that have been accumulating since the plan started. These funds will be brought back to Council and the Oversite Committee once a policy and/or plan has been established, which will occur following the completion of this budget process.

Table 1
2022/23 Proposed Measure N Amended Plan (Year 6)

Police	25	Police Officers	3,824,500	***2% Youth Programs***		
	10	Professional Staff	1,000,500	Youth Programs		385,700
	2	Cars & Equipment for new	93,900			
		Operating Expenses	565,200	***8% Maintenance & Emerging Needs***		
		Body Cameras	198,000	Building Maintenance		-
			5,682,100	Remaining Emerging Needs*		1,542,700
					Total	1,542,700
Roads		Street Maintenance	3,600,000			
Parks	4	Parks & Rec Employees	381,400		***Grand Total***	**13,811,300**
& Rec		Trailsway Maintenance	55,000			
		Tree Maintenance	55,000	*Note: The Remaining Emerging Needs mon		
		Building Maintenance	55,000	will not be spent until staff returns to Counci		
		New Park Maintenance	55,000	a recommended policy/plan.		
		Operating Expenses	77,800			
			679,200			
Fire	9	BC, Admin Capt, & Squad Staffing	1,398,800			
		Operating Expenses	243,600			
			1,642,400			
Other		State Fees, Audits, Accounting	279,200			
		Essential Serivces Total	**11,882,900**			

In FY 2022/23, the plan adds 1 professional staff position and 1 Police Officer. The professional staff position will be an additional Communications Operator in the Police Department. In addition, staff recommends amending the Measure N Plan to include an additional professional staff person. This position will be a Media & Community Relations Coordinator for the Police Department. These duties are currently being performed by a Sergeant and a Community Outreach Coordinator. With the increasing media outlets and demand for information, it has become difficult for the Department to keep up with the demand along with the other sworn duties that are assigned. The plan for FY 2023/24 will be adding 1 Police Officer and zero professional staff.

The recommended budget for FY 2023/24 is $14.6 million as shown in Table 2, 2023/24 Proposed Measure N Amended Plan (Year 7).

Table 2
2023/24 Proposed Measure N Amended Plan (Year 7)

Police	26	Police Officers	4,122,200	***2% Youth Programs***		
	10	Professional Staff	1,044,800	Youth Programs		393,400
	1	Police Cars & Equipment	61,800			
		Operating Expenses	499,700	***8% Maintenance & Emerging Needs***		
		Body Cameras	201,000	Building Maintenance		-
			5,929,500	Remaining Emerging Needs*		1,573,600
					Total	1,573,600
Roads		Street Maintenance	4,000,000			
Parks & Rec	4	Park Maintenance Emp.	397,600		***Grand Total***	**14,586,300**
		Trailsway Maintenance	56,000			
		Tree Maintenance	56,000			
		Building Maintenance	56,000	*Note: The Remaining Emerging Needs mon		
		New Park Maintenance	56,000	will not be spent until staff returns to Counci		
		Operating Expenses	77,800	a recommended policy/plan.		
			699,400			
Fire	9	BC, Admin Capt, & Squad Staffing	1,454,700			
		Operating Expenses	250,900			
			1,705,600			
Other		State Fees, Audits, Accounting	284,800			
		Essential Serivces Total	**12,619,300**			

Both years does not include funding for building maintenance as per the plan. However, the building maintenance capital project is projected to have a large balance of $1.7 million at the end of this fiscal year. This balance will be used over the next two years. Staff will request in the next budget to amend the plan and appropriate additional funds.

Measure N Sales Tax

The original Measure N plan was established in FY 15/16 which used a lower base line and a conservative growth to offset rising cost. Table 3 Measure N Sales Tax Projection shows the Sales tax coming in higher than the plan each year. The increase for the last two fiscal years is higher than normal with an increase of 18% and a projected 12% for this fiscal year. This higher-than-normal growth is due to the COVID Stay-at-home order which ended June 2021. During this time, most people spent their money on taxable goods instead of nontaxable items, such as travel and entertainment, as well as receiving multiple rounds of stimulus money. Staff is projecting the sales tax growth to continue over the next two years but at a much smaller percentage. The projected growth for FY 2022/23 & 2023/24 is 2% annually. This is a conservative number, however, could be realistic as this number builds upon the last two fiscal years that had higher than normal growth.

Table 3
Measure N Funding Sales Tax Projection
(in millions)

	19/20 Original Plan	19/20 Actuals	20/21 Original Plan	20/21 Actuals	21/22 Original Plan	21/22 Projecte	22/23 Original Plan	22/23 Propose	23/24 Original Plan	23/24 Propose
Sales Tax	11.2	13.9	11.6	16.9	11.7	18.9	11.9	19.3	12.2	19.7
Difference		2.7		5.3		7.2		7.4		7.5

Any additional revenue that is received is split among 4 categories as outlined in the Measure N ordinance. In order to meet the requirements and to be able to track revenues and expenditures, per these categories, Measure N is tracked in 4 separate funds. This also allows each category to earn its own interest. It is important to have cash available in each category to be able to advance projects in the plan (if needed) and/or cover higher costs than what was outlined in the plan. The essentials services fund has a large projected cash balance, however there are several current projects that will need additional funds such as Fire Station 56 & 51. Table 4 - Measure N Fund Balance Summary, shows each funds ending cash for both years based on the proposed 2 year budget.

Table 4
Measure N Fund Balance Summary

2022/23- Year 6	Beginning Cash	Projected Sales Tax	Transfer in/(out)	Expenditures	Ending Cash
Essential Services	$ 7,854,900	$ 19,283,800	$ (2,686,310)	$ (11,882,900)	**$ 12,569,490**
2 % Youth Programs	$ 737,200		$ 385,700	$ (385,700)	**$ 737,200**
8% Maint & Emerging Needs	$ 2,267,900		$ 1,542,700	$ (1,542,700)	**$ 2,267,900**
Economic Uncertainty	$ 1,170,470		$ 757,910	$ -	**$ 1,928,380**
Total	**$ 12,030,470**	**$ 19,283,800**	**$ -**	**$ (13,811,300)**	**$ 17,502,970**
2023/24 - Year 7	**Beginning Cash**	**Projected Sales Tax**	**Transfer in/(out)**	**Expenditures**	**Ending Cash**
Essential Services	$ 12,569,490	$ 19,669,500	$ (2,005,570)	$ (12,619,300)	**$ 17,614,120**
2 % Youth Programs	$ 737,200		$ 393,400	$ (393,400)	**$ 737,200**
8% Maint & Emerging Needs	$ 2,267,900		$ 1,573,600	$ (1,573,600)	**$ 2,267,900**
Economic Uncertainty	$ 1,928,380		$ 38,570	$ -	**$ 1,966,950**
Total	**$ 17,502,970**	**$ 19,669,500**	**$ -**	**$ (14,586,300)**	**$ 22,586,170**

Council and the Measure N Oversite Committee has approved the proposed 2022/23 and 2023/24 budgets. This is 2 of 2 public hearings.

Fiscal Impact: None

Prior Council Action: May 2, 2022 & June 6,2022

Other: Measure N Oversite Committee - May 19, 2022

Alternatives: None

Recommended Motion (and Alternative Motions if expected):
I move that Council approve the proposed Measure N budget for FY 2022/23 and 2023/24.

Environmental Assessment Status: N/A

CEQA Review: N/A

Attachments: Measure N Budget Presentation

Finance & Technology 20
Measure N-Police,Rds,Fire,Rec 141
No Division 0000

KEY OBJ	DESCRIPTION	2019-20 ACTUALS	2020-21 ACTUALS	2021-22 BUDGET	2021-22 PROJECTED	2022-23 PROPOSED	2023-24 PROPOSED
Resources							
Revenues							
1410 41010	Sales & Use Taxes	13,871,794	16,880,055	11,704,700	18,905,700	19,283,800	19,669,500
1410 45301	Investment Earnings	313,598	299,680	100,000	200,000	200,000	200,000
1410 45306	Investment Gain/Loss	1,072	(55,323)	9,000	9,000	9,000	9,000
1410 45326	Fair Market Value Gain/Loss	164,510	(167,235)	0	0	0	0
1410 48617	Rebate Revenue	260	53	0	0	0	0
Total Revenues		**14,351,234**	**16,957,230**	**11,813,700**	**19,114,700**	**19,492,800**	**19,878,500**
Total Resources		**14,351,234**	**16,957,230**	**11,813,700**	**19,114,700**	**19,492,800**	**19,878,500**
Expenditures							
Operating Expenditures							
1410 52480	Safety Supplies	0	54	0	0	0	0
1410 52990	Budget Estimates	0	0	0	0	77,600	115,700
1410 54050	Lumber Supplies	71	0	0	0	0	0
1410 54200	Equip Sup & Maintenance	8	0	0	0	0	0
1410 54310	Small Tools	1,557	110	0	0	0	0
1410 55100	Prof & Specized Service	2,458	14,029	400	5,000	5,000	5,000
1410 55210	Contracts-Audit	6,475	6,725	15,500	8,000	8,000	8,000
1410 57215	State Admin Fees	130,340	117,840	180,000	120,000	122,000	125,000
Total Operating Expenditures		**140,909**	**138,758**	**195,900**	**133,000**	**212,600**	**253,700**
Services Provided							
1410 69380	Investment Services Fee	4,704	4,495	2,800	4,500	4,500	4,500
Total Services Provided		**4,704**	**4,495**	**2,800**	**4,500**	**4,500**	**4,500**
Capital Improvements							
1410 72000	Capital Imprvmt Program	4,055,797	4,139,113	22,462,902	22,462,900	3,693,900	4,061,800
Total Capital Improvements		**4,055,797**	**4,139,113**	**22,462,902**	**22,462,900**	**3,693,900**	**4,061,800**
Allocations							
1410 98010	Alloc-Assist City Manag	3,252	1,888	1,900	100	100	100
1410 98020	Alloc-G/G-Risk-Mgmt	6,828	4,066	4,000	0	0	0
1410 98101	Alloc-City Manager	6,984	3,860	3,900	300	300	300
1410 98102	Alloc-City Clerk	2,604	1,600	1,600	5,900	5,900	5,900
1410 98130	Alloc-G/G-Fin-Budget &	3,396	29,621	30,000	35,400	35,400	35,400
1410 98132	Alloc-G/G-Fin-Accounting	600	536	500	1,100	1,100	1,100
1410 98135	Alloc-G/G-Fin-Materials	15,900	9,757	9,800	19,300	19,300	19,300
Total Allocations		**39,564**	**51,328**	**51,700**	**62,100**	**62,100**	**62,100**
Total Expenditures		**4,240,974**	**4,333,694**	**22,713,302**	**22,662,500**	**3,973,100**	**4,382,100**
SURPLUS(SHORTFALL)		**10,110,260**	**12,623,536**	**(10,899,602)**	**(3,547,800)**	**15,519,700**	**15,496,400**

Police 60
Measure N-Police,Rds,Fire,Rec 141
Measure N-Police 1411

KEY OBJ	DESCRIPTION	2019-20 ACTUALS	2020-21 ACTUALS	2021-22 BUDGET	2021-22 PROJECTED	2022-23 PROPOSED	2023-24 PROPOSED
Resources							
Revenues							
1411 42430	State Grants	3,549	6,159	0	0	0	0
1411 42470	COVID-19	0	22,696	0	0	0	0
1411 48617	Rebate Revenue	22	14	0	0	0	0
1411 48909	Temp Disability	15,280	50,475	0	0	0	0
Total Revenues		**18,851**	**79,344**	**0**	**0**	**0**	**0**
Total Resources		**18,851**	**79,344**	**0**	**0**	**0**	**0**
Expenditures							
Salaries and Benefits							
1411 51101	Sal & Wages-Regular	1,623,672	1,880,119	2,043,400	2,151,800	2,782,400	2,972,600
1411 51103	Sal & Wg Lump Sum Non PERSable	0	27,000	0	56,000	0	0
1411 51130	Sal & Wages-Overtime	99,154	100,972	60,000	60,000	60,000	60,000
1411 51131	Sal & Wages-On Call Com	19,857	28,650	19,000	19,000	24,000	24,000
1411 51150	Sal & Wages-Holiday Pay	28,049	31,989	26,800	26,800	38,200	38,200
1411 51161	Sal & Wages-W/C Safety	16,049	45,284	0	0	0	0
1411 51175	Sal & Wages-Incentv Pay	8,258	17,127	12,500	12,500	40,800	40,800
1411 51190	Sal & Wages-Vac/Sick/Cm	103,503	73,873	25,000	25,000	25,000	25,000
1411 51210	F B-Employer Pers-Misc	26,654	25,494	40,100	30,000	46,300	49,300
1411 51211	F B-Employer Pers-Misc UFL	75,005	74,038	111,100	111,100	133,000	142,100
1411 51218	F B-Employer Pers-Sfty	226,322	307,173	280,400	325,000	357,200	403,400
1411 51219	F B-Employer Pers-Sfty UFL	262,381	374,103	391,900	391,900	574,700	619,600
1411 51220	F B-Worker'S Comp Misc	79,224	137,829	90,300	90,300	117,400	125,900
1411 51230	F B-Employer Health Benefits	317,751	344,031	517,800	360,500	533,100	570,200
1411 51235	F B Retiree Health Alloc	7,077	6,661	5,600	5,600	5,300	4,500
1411 51237	F B Health & Wellness	9,797	10,783	12,500	12,500	13,100	14,100
1411 51250	F B-State Unemployment	6,181	17,894	0	0	0	0
1411 51260	F B-F I C A	25,275	29,959	29,700	35,000	40,300	43,100
1411 51296	F B-Survivor Benefit	596	653	800	800	900	900
1411 51297	F B-Pub Sfty Survivor Benefit	2,004	1,306	900	900	900	900
1411 51310	Emp Ben-Clothing/Unifor	24,255	27,648	28,700	28,700	32,400	32,400
Total Salaries and Benefits		**2,961,064**	**3,562,586**	**3,696,500**	**3,743,400**	**4,825,000**	**5,167,000**
Operating Expenditures							
1411 52010	New Employee Expenses	0	744	800	0	0	0
1411 52020	Recruitment Costs	7,505	3,095	5,000	0	0	0
1411 52030	Education Assistance	68	0	0	0	0	0
1411 52040	Clothing & Prsnl Expens	12,276	7,375	15,000	15,000	15,000	15,000
1411 52180	Meeting-P O S T	663	1,647	1,000	1,000	1,000	1,000
1411 52800	Business Meetings	0	12	0	0	0	0
1411 52820	Training	904	1,409	15,000	15,000	15,000	15,000
1411 54010	Special Departmental Supplies	202	0	15,000	15,000	16,000	17,000
1411 54420	Ammunition	0	5,000	5,000	5,000	5,000	5,000
1411 55530	Contracts-BWC	174,528	180,302	195,000	185,000	186,000	187,000
1411 55910	Safety Program	0	180	0	0	0	0
1411 56150	Telephone	82	72	100	100	100	100
1411 56157	Telephone-Cellular/Wireless	2,674	135	200	200	200	200
1411 71010	Equipment	31,977	27,538	15,000	10,000	75,500	10,000
Total Operating Expenditures		**230,879**	**227,509**	**267,100**	**246,300**	**313,800**	**250,300**
Services Provided							
1411 69333	Fleet Maint - Fuel	59,738	63,259	55,000	77,000	78,000	79,000
1411 69337	Fleet Sublet	21,566	92,774	10,000	25,000	25,000	25,000
1411 69340	Fleet Labor	22,482	38,588	13,000	35,000	35,000	35,000
1411 69341	Fleet Parts	9,410	16,708	9,000	12,000	12,000	12,000
1411 69345	Conv Center	836	0	0	0	0	0
Total Services Provided		**114,032**	**211,329**	**87,000**	**149,000**	**150,000**	**151,000**
Allocations							
1411 92943	Alloc-Deprec Vehicles	0	0	150,000	0	0	0
1411 94122	Alloc-G/G-Risk-Property	15,252	17,075	17,000	17,500	17,500	17,500
1411 94141	Alloc-G/G-Info Services	0	38,479	38,500	36,400	36,400	36,400
1411 94180	Alloc-P/W-Vehicle Repla	99,003	108,636	0	108,600	108,600	108,600
1411 94182	Alloc- IT Replacement	18,234	20,053	0	20,100	20,100	20,100

Police 60
Measure N-Police,Rds,Fire,Rec 141
Measure N-Police 1411

KEY	OBJ	DESCRIPTION	2019-20 ACTUALS	2020-21 ACTUALS	2021-22 BUDGET	2021-22 PROJECTED	2022-23 PROPOSED	2023-24 PROPOSED
1411	98010	Alloc-Assist City Manag	6,960	8,841	8,800	10,500	10,500	10,500
1411	98020	Alloc-G/G-Risk-Mgmt	2,388	4,843	4,800	15,300	15,300	15,300
1411	98035	Alloc-Labor Relations	1,644	435	400	1,500	1,500	1,500
1411	98101	Alloc-City Manager	14,904	18,065	18,000	20,200	20,200	20,200
1411	98102	Alloc-City Clerk	1,308	0	0	0	0	0
1411	98125	Alloc-G/G-Human Resourc	31,584	40,006	40,000	43,700	43,700	43,700
1411	98130	Alloc-G/G-Fin-Budget &	6,780	4,652	4,700	6,000	6,000	6,000
1411	98132	Alloc-G/G-Fin-Accounting	672	542	500	600	600	600
1411	98135	Alloc-G/G-Fin-Materials	17,340	7,190	7,200	6,000	6,000	6,000
1411	98222	ALL-Fire Safety Program	60	57	100	100	100	100
1411	98228	Alloc-Fire Safety Prog	6,444	7,892	7,900	12,900	12,900	12,900
Total Allocations			**222,573**	**276,766**	**297,900**	**299,400**	**299,400**	**299,400**
Total Expenditures			**3,528,548**	**4,278,190**	**4,348,500**	**4,438,100**	**5,588,200**	**5,867,700**
SURPLUS(SHORTFALL)			**(3,509,697)**	**(4,198,846)**	**(4,348,500)**	**(4,438,100)**	**(5,588,200)**	**(5,867,700)**

Community Services 70
Measure N-Police,Rds,Fire,Rec 141
Measure N-Parks/Buildings 1412

KEY OBJ	DESCRIPTION	2019-20 ACTUALS	2020-21 ACTUALS	2021-22 BUDGET	2021-22 PROJECTED	2022-23 PROPOSED	2023-24 PROPOSED
Resources							
Revenues							
1412 48617	Rebate Revenue	21	32	0	0	0	0
Total Revenues		**21**	**32**	**0**	**0**	**0**	**0**
Reimbursements							
1412 99060	Charges-Captl Projects	607	315	0	0	0	0
Total Reimbursements		**607**	**315**	**0**	**0**	**0**	**0**
Total Resources		**628**	**347**	**0**	**0**	**0**	**0**
Expenditures							
Salaries and Benefits							
1412 51101	Sal & Wages-Regular	136,568	143,882	145,300	165,000	168,300	175,000
1412 51103	Sal & Wg Lump Sum Non PERSable	0	3,000	0	6,000	0	0
1412 51130	Sal & Wages-Overtime	496	376	0	0	0	0
1412 51190	Sal & Wages-Vac/Sick/Cm	3,299	(1,158)	900	900	900	900
1412 51210	F B-Employer Pers-Misc	8,566	9,946	10,000	10,000	10,900	11,600
1412 51211	F B-Employer Pers-Misc UFL	24,039	28,819	27,800	29,500	31,300	33,400
1412 51220	F B-Worker'S Comp Misc	7,201	12,265	7,600	7,600	9,300	9,600
1412 51230	F B-Employer Health Benefits	49,071	50,122	48,500	52,100	53,000	55,000
1412 51235	F B Retiree Health Alloc	867	714	500	500	500	400
1412 51237	F B Health & Wellness	1,089	1,078	1,200	1,200	1,100	1,200
1412 51260	F B-F I C A	1,851	1,983	2,100	2,100	2,400	2,500
1412 51296	F B-Survivor Benefit	73	70	100	100	100	100
Total Salaries and Benefits		**233,120**	**251,097**	**244,000**	**275,000**	**277,800**	**289,700**
Operating Expenditures							
1412 52040	Clothing & Prsnl Expens	65	0	100	100	100	100
1412 52480	Safety Supplies	365	291	100	300	300	300
1412 52820	Training	168	0	300	300	300	300
1412 52900	Employee Certification	0	60	0	0	0	0
1412 54010	Special Departmental Supplies	0	0	500	500	500	500
1412 54020	Supplies	0	34	0	0	0	0
1412 54100	misc other exp	0	1,716	0	0	0	0
1412 54200	Equip Sup & Maintenance	22	1,676	2,000	2,000	2,500	2,500
1412 54310	Small Tools	4,812	41	0	100	100	100
1412 55100	Prof & Specized Service	77,488	75,642	177,352	162,000	165,000	168,000
1412 55236	Contracts - Tree Mainte	1,312	50,400	54,000	54,000	55,000	56,000
1412 56130	Refuse/Sewer	0	130	0	0	0	0
1412 56157	Telephone-Cellular/Wireless	454	370	400	400	400	400
1412 71030	Vehicles	3,318	0	0	0	0	0
Total Operating Expenditures		**88,004**	**130,360**	**234,752**	**219,700**	**224,200**	**228,200**
Services Provided							
1412 69333	Fleet Maint - Fuel	10,163	10,176	7,800	11,100	11,500	11,500
1412 69337	Fleet Sublet	10,405	716	500	800	800	800
1412 69340	Fleet Labor	6,875	5,642	4,500	5,500	5,500	5,500
1412 69341	Fleet Parts	2,386	1,347	1,000	1,500	1,500	1,500
Total Services Provided		**29,829**	**17,881**	**13,800**	**18,900**	**19,300**	**19,300**
Allocations							
1412 92943	Alloc-Deprec Vehicles	0	0	10,000	0	0	0
1412 94122	Alloc-G/G-Risk-Property	1,692	1,707	1,700	1,700	1,700	1,700
1412 94180	Alloc-P/W-Vehicle Repla	4,575	7,842	0	7,800	7,800	7,800
1412 98010	Alloc-Assist City Manag	696	979	1,000	1,000	1,000	1,000
1412 98015	Alloc-Dep City Manager	8,616	0	0	0	0	0
1412 98020	Alloc-G/G-Risk-Mgmt	96	688	700	1,500	1,500	1,500
1412 98035	Alloc-Labor Relations	180	43	100	100	100	100
1412 98101	Alloc-City Manager	1,488	2,000	2,000	2,000	2,000	2,000
1412 98125	Alloc-G/G-Human Resourc	3,504	4,001	4,000	4,200	4,200	4,200
1412 98130	Alloc-G/G-Fin-Budget &	540	897	900	1,400	1,400	1,400
1412 98132	Alloc-G/G-Fin-Accounting	48	274	300	400	400	400
1412 98135	Alloc-G/G-Fin-Materials	1,440	3,081	3,100	7,200	7,200	7,200
1412 98222	ALL-Fire Safety Program	12	6	100	100	100	100

Budget Detail

Community Services 70
Measure N-Police,Rds,Fire,Rec 141
Measure N-Parks/Buildings 1412

KEY OBJ	DESCRIPTION	2019-20 ACTUALS	2020-21 ACTUALS	2021-22 BUDGET	2021-22 PROJECTED	2022-23 PROPOSED	2023-24 PROPOSED
1412 98228	Alloc-Fire Safety Prog	720	789	800	1,200	1,200	1,200
1412 98601	Alloc-CS Director	0	7,218	7,200	13,700	13,700	13,700
Total Allocations		**23,607**	**29,525**	**31,900**	**42,300**	**42,300**	**42,300**
Total Expenditures		**374,560**	**428,863**	**524,452**	**555,900**	**563,600**	**579,500**
SURPLUS(SHORTFALL)		**(373,932)**	**(428,516)**	**(524,452)**	**(555,900)**	**(563,600)**	**(579,500)**

KEY OBJ	DESCRIPTION	2019-20 ACTUALS	2020-21 ACTUALS	2021-22 BUDGET	2021-22 PROJECTED	2022-23 PROPOSED	2023-24 PROPOSED
Resources							
Revenues							
1413 46508	Fire Strike Team Fees	0	57,702	0	0	0	0
1413 46559	Haz Mat Response	0	668	0	0	0	0
1413 48617	Rebate Revenue	26	48	0	0	0	0
Total Revenues		**26**	**58,418**	**0**	**0**	**0**	**0**
Total Resources		**26**	**58,418**	**0**	**0**	**0**	**0**
Expenditures							
Salaries and Benefits							
1413 51101	Sal & Wages-Regular	200,804	399,488	471,600	535,000	851,900	886,000
1413 51102	Sal & Wages-Acting Mgmt	15,000	11,000	15,000	12,000	12,000	12,000
1413 51103	Sal & Wg Lump Sum Non PERSable	0	4,000	0	12,000	0	0
1413 51130	Sal & Wages-Overtime	15,838	64,534	25,000	75,000	75,000	75,000
1413 51150	Sal & Wages-Holiday Pay	0	0	4,000	0	0	0
1413 51175	Sal & Wages-Incentv Pay	6,300	9,456	5,300	9,900	9,900	9,900
1413 51181	Sal & Wages-Flsa Ovrtim	196	0	0	0	0	0
1413 51190	Sal & Wages-Vac/Sick/Cm	83,712	18,531	0	0	0	0
1413 51210	F B-Employer Pers-Misc	1,353	11,108	25,300	20,000	38,300	40,800
1413 51211	F B-Employer Pers-Misc UFL	3,571	32,559	70,000	58,000	110,000	117,000
1413 51218	F B-Employer Pers-Sfty	33,728	47,417	21,100	47,000	50,000	52,000
1413 51219	F B-Employer Pers-Sfty UFL	39,290	58,768	29,400	53,000	65,000	70,000
1413 51220	F B-Worker'S Comp Misc	10,424	29,019	19,100	27,000	30,000	30,000
1413 51230	F B-Employer Health Benefits	30,870	70,829	97,100	93,000	137,100	142,500
1413 51235	F B Retiree Health Alloc	478	1,014	1,100	1,100	1,300	1,100
1413 51237	F B Health & Wellness	1,451	2,157	2,300	2,300	3,400	3,500
1413 51260	F B-F I C A	3,378	6,942	6,900	6,900	12,400	12,400
1413 51296	F B-Survivor Benefit	42	101	100	100	200	200
1413 51297	F B-Pub Sfty Survivor Benefit	109	121	0	100	100	100
1413 51350	Emp Ben-Cell Phone Reim	840	2,280	1,400	2,200	2,200	2,200
Total Salaries and Benefits		**447,384**	**769,324**	**794,700**	**954,600**	**1,398,800**	**1,454,700**
Operating Expenditures							
1413 52010	New Employee Expenses	4,990	7,652	0	0	0	0
1413 52020	Recruitment Costs	2,428	0	0	0	0	0
1413 52030	Education Assistance	200	100	0	200	400	400
1413 52040	Clothing & Prsnl Expens	4,732	3,208	3,000	3,500	5,000	5,000
1413 52110	Membership-Employee	0	125	0	100	100	100
1413 52820	Training	0	0	3,000	3,000	3,500	3,500
1413 54010	Special Departmental Supplies	117	996	5,000	5,000	5,000	5,000
1413 54310	Small Tools	0	255	0	300	500	500
1413 54930	Laundry Expenses	135	436	100	600	1,000	1,000
1413 54940	Uniforms	17	1,631	0	1,600	2,000	2,000
1413 55100	Prof & Specized Service	0	6,000	5,000	6,000	5,500	6,000
1413 55910	Safety Program	0	361	0	400	500	500
1413 56157	Telephone-Cellular/Wireless	0	(4)	0	0	0	0
1413 57530	EMS Program FIRE	1,058	1,983	20,000	20,000	20,000	20,000
1413 71010	Equipment	21	152	0	0	0	0
Total Operating Expenditures		**13,698**	**22,895**	**36,100**	**40,700**	**43,500**	**44,000**
Services Provided							
1413 69333	Fleet Maint - Fuel	2,394	5,847	5,000	8,800	10,000	11,000
1413 69337	Fleet Sublet	3,406	10,262	7,000	7,000	8,000	8,000
1413 69338	Buildings Other	0	653	0	0	0	0
1413 69340	Fleet Labor	14,369	20,596	3,000	20,000	23,000	23,000
1413 69341	Fleet Parts	13,080	13,290	5,000	13,500	14,000	14,000
Total Services Provided		**33,249**	**50,648**	**20,000**	**49,300**	**55,000**	**56,000**
Allocations							
1413 92943	Alloc-Deprec Vehicles	0	0	150,000	0	0	0
1413 94122	Alloc-G/G-Risk-Property	2,256	3,415	3,400	3,400	3,400	3,400
1413 94180	Alloc-P/W-Vehicle Repla	112,044	116,797	0	116,800	116,800	118,000
1413 94182	Alloc- IT Replacement	0	535	0	500	500	500
1413 98010	Alloc-Assist City Manag	864	1,381	1,400	1,900	1,900	1,900
1413 98020	Alloc-G/G-Risk-Mgmt	0	135	100	3,000	3,000	3,000

Fire 50
Measure N-Police,Rds,Fire,Rec 141
Measure N-Fire 1413

KEY	OBJ	DESCRIPTION	2019-20 ACTUALS	2020-21 ACTUALS	2021-22 BUDGET	2021-22 PROJECTED	2022-23 PROPOSED	2023-24 PROPOSED
1413	98035	Alloc-Labor Relations	240	87	100	300	300	300
1413	98101	Alloc-City Manager	1,848	2,821	2,800	3,600	3,600	3,600
1413	98102	Alloc-City Clerk	0	400	400	1,400	1,400	1,400
1413	98125	Alloc-G/G-Human Resourc	4,680	8,001	8,000	8,500	8,500	8,500
1413	98130	Alloc-G/G-Fin-Budget &	564	717	700	1,600	1,600	1,600
1413	98132	Alloc-G/G-Fin-Accounting	0	0	0	300	300	300
1413	98135	Alloc-G/G-Fin-Materials	0	0	0	1,200	1,200	1,200
1413	98222	ALL-Fire Safety Program	12	12	100	100	100	100
1413	98228	Alloc-Fire Safety Prog	960	1,578	1,600	2,500	2,500	2,500
Total Allocations			**123,468**	**135,879**	**168,600**	**145,100**	**145,100**	**146,300**
Total Expenditures			**617,799**	**978,746**	**1,019,400**	**1,189,700**	**1,642,400**	**1,701,000**
SURPLUS(SHORTFALL)			**(617,773)**	**(920,328)**	**(1,019,400)**	**(1,189,700)**	**(1,642,400)**	**(1,701,000)**

Community Services 70
Measure N-Police,Rds,Fire,Rec 141
Measure N-Recreation 1414

KEY OBJ	DESCRIPTION	2019-20 ACTUALS	2020-21 ACTUALS	2021-22 BUDGET	2021-22 PROJECTED	2022-23 PROPOSED	2023-24 PROPOSED
Expenditures							
Salaries and Benefits							
1414 51101	Sal & Wages-Regular	54,273	0	57,100	58,000	68,100	70,800
1414 51190	Sal & Wages-Vac/Sick/Cm	(2,970)	0	2,000	2,000	0	0
1414 51210	F B-Employer Pers-Misc	3,404	0	3,900	3,900	4,400	4,700
1414 51211	F B-Employer Pers-Misc UFL	9,690	0	10,900	10,900	12,700	13,500
1414 51220	F B-Worker'S Comp Misc	1,107	1,513	1,200	1,200	1,500	1,500
1414 51230	F B-Employer Health Benefits	18,840	0	16,200	16,200	15,200	15,800
1414 51235	F B Retiree Health Alloc	278	0	200	200	200	100
1414 51237	F B Health & Wellness	363	359	400	400	400	400
1414 51260	F B-F I C A	709	0	800	800	1,000	1,000
1414 51296	F B-Survivor Benefit	23	0	100	100	100	100
Total Salaries and Benefits		**85,717**	**1,872**	**92,800**	**93,700**	**103,600**	**107,900**
Operating Expenditures							
1414 52820	Training	0	0	1,000	1,000	1,200	1,200
1414 54010	Special Departmental Supplies	0	0	1,000	1,000	1,500	1,500
1414 56150	Telephone	34	0	100	0	0	0
1414 56157	Telephone-Cellular/Wireless	614	102	600	100	100	100
Total Operating Expenditures		**648**	**102**	**2,700**	**2,100**	**2,800**	**2,800**
Allocations							
1414 94122	Alloc-G/G-Risk-Property	564	569	600	600	600	600
1414 98010	Alloc-Assist City Manag	276	303	300	300	300	300
1414 98020	Alloc-G/G-Risk-Mgmt	132	179	200	500	500	500
1414 98035	Alloc-Labor Relations	60	15	100	100	100	100
1414 98101	Alloc-City Manager	600	618	600	600	600	600
1414 98125	Alloc-G/G-Human Resourc	1,164	1,334	1,300	1,400	1,400	1,400
1414 98130	Alloc-G/G-Fin-Budget &	156	201	200	500	500	500
1414 98132	Alloc-G/G-Fin-Accounting	0	41	100	100	100	100
1414 98222	ALL-Fire Safety Program	0	2	100	100	100	100
1414 98228	Alloc-Fire Safety Prog	240	263	300	400	400	400
1414 98601	Alloc-CS Director	0	2,406	2,400	4,600	4,600	4,600
Total Allocations		**3,192**	**5,931**	**6,200**	**9,200**	**9,200**	**9,200**
Total Expenditures		**89,557**	**7,905**	**101,700**	**105,000**	**115,600**	**119,900**
SURPLUS(SHORTFALL)		**(89,557)**	**(7,905)**	**(101,700)**	**(105,000)**	**(115,600)**	**(119,900)**

Finance & Technology 20
Measure N-Maint & Emergency 142
No Division 0000

KEY OBJ	DESCRIPTION	2019-20 ACTUALS	2020-21 ACTUALS	2021-22 BUDGET	2021-22 PROJECTED	2022-23 PROPOSED	2023-24 PROPOSED
Resources							
Revenues							
1420 45301	Investment Earnings	55,458	50,656	5,000	15,000	15,000	15,000
1420 45306	Investment Gain/Loss	190	(9,351)	0	0	0	0
1420 45326	Fair Market Value Gain/Loss	29,093	(28,268)	0	0	0	0
1420 48617	Rebate Revenue	14	7	0	0	0	0
Total Revenues		**84,755**	**13,044**	**5,000**	**15,000**	**15,000**	**15,000**
Total Resources		**84,755**	**13,044**	**5,000**	**15,000**	**15,000**	**15,000**
Expenditures							
Operating Expenditures							
1420 52990	Budget Estimates	0	0	0	0	1,521,700	1,521,700
1420 55100	Prof & Specized Service	2,940	0	0	0	0	0
Total Operating Expenditures		**2,940**	**0**	**0**	**0**	**1,521,700**	**1,521,700**
Services Provided							
1420 69380	Investment Services Fee	832	760	0	800	800	800
Total Services Provided		**832**	**760**	**0**	**800**	**800**	**800**
Capital Improvements							
1420 72000	Capital Imprvmt Program	234,543	647,042	2,334,446	2,334,500	0	0
Total Capital Improvements		**234,543**	**647,042**	**2,334,446**	**2,334,500**	**0**	**0**
Allocations							
1420 98010	Alloc-Assist City Manag	36	351	400	100	100	100
1420 98020	Alloc-G/G-Risk-Mgmt	72	755	800	0	0	0
1420 98101	Alloc-City Manager	72	717	700	100	100	100
1420 98102	Alloc-City Clerk	0	1,200	1,200	0	0	0
1420 98130	Alloc-G/G-Fin-Budget &	3,252	4,484	4,500	5,400	5,400	5,400
1420 98132	Alloc-G/G-Fin-Accounting	24	253	300	200	200	200
1420 98135	Alloc-G/G-Fin-Materials	4,332	15,406	15,400	14,400	14,400	14,400
Total Allocations		**7,788**	**23,166**	**23,300**	**20,200**	**20,200**	**20,200**
Total Expenditures		**246,103**	**670,968**	**2,357,746**	**2,355,500**	**1,542,700**	**1,542,700**
SURPLUS(SHORTFALL)		**(161,348)**	**(657,924)**	**(2,352,746)**	**(2,340,500)**	**(1,527,700)**	**(1,527,700)**

Finance & Technology 20
Measure N-2% Youth 143
No Division 0000

KEY OBJ	DESCRIPTION	2019-20 ACTUALS	2020-21 ACTUALS	2021-22 BUDGET	2021-22 PROJECTED	2022-23 PROPOSED	2023-24 PROPOSED
Resources							
Revenues							
1430 45301	Investment Earnings	9,440	9,153	4,900	4,000	4,000	4,000
1430 45306	Investment Gain/Loss	32	(1,690)	0	0	0	0
1430 45326	Fair Market Value Gain/Loss	4,952	(5,108)	0	0	0	0
Total Revenues		**14,424**	**2,355**	**4,900**	**4,000**	**4,000**	**4,000**
Total Resources		**14,424**	**2,355**	**4,900**	**4,000**	**4,000**	**4,000**
Expenditures							
Operating Expenditures							
1430 52990	Budget Estimates	0	0	0	0	122,500	130,200
Total Operating Expenditures		**0**	**0**	**0**	**0**	**122,500**	**130,200**
Services Provided							
1430 69380	Investment Services Fee	142	137	0	100	100	100
Total Services Provided		**142**	**137**	**0**	**100**	**100**	**100**
Allocations							
1430 98010	Alloc-Assist City Manag	0	0	0	0	0	0
1430 98020	Alloc-G/G-Risk-Mgmt	0	0	0	0	0	0
1430 98101	Alloc-City Manager	0	0	0	0	0	0
1430 98130	Alloc-G/G-Fin-Budget &	516	579	600	700	700	700
Total Allocations		**516**	**579**	**600**	**700**	**700**	**700**
Total Expenditures		**658**	**716**	**600**	**800**	**123,300**	**131,000**
SURPLUS(SHORTFALL)		**13,766**	**1,639**	**4,300**	**3,200**	**(119,300)**	**(127,000)**

	Budget Detail
Police	60
Measure N-2% Youth	143
No Division	0000

KEY OBJ	DESCRIPTION	2019-20 ACTUALS	2020-21 ACTUALS	2021-22 BUDGET	2021-22 PROJECTED	2022-23 PROPOSED	2023-24 PROPOSED
Expenditures							
Operating Expenditures							
1431 57900	Donation/Support	65,000	51,237	75,000	75,000	75,000	75,000
Total Operating Expenditures		**65,000**	**51,237**	**75,000**	**75,000**	**75,000**	**75,000**
Allocations							
1431 98010	Alloc-Assist City Manag	36	62	100	100	100	100
1431 98020	Alloc-G/G-Risk-Mgmt	72	134	100	0	0	0
1431 98101	Alloc-City Manager	72	127	100	100	100	100
1431 98102	Alloc-City Clerk	0	400	400	0	0	0
1431 98130	Alloc-G/G-Fin-Budget &	36	91	100	100	100	100
1431 98132	Alloc-G/G-Fin-Accounting	12	46	100	100	100	100
Total Allocations		**228**	**860**	**900**	**400**	**400**	**400**
Total Expenditures		**65,228**	**52,097**	**75,900**	**75,400**	**75,400**	**75,400**
SURPLUS(SHORTFALL)		**(65,228)**	**(52,097)**	**(75,900)**	**(75,400)**	**(75,400)**	**(75,400)**

Community Services 70
Measure N-2% Youth 143
No Division 0000

KEY OBJ	DESCRIPTION	2019-20 ACTUALS	2020-21 ACTUALS	2021-22 BUDGET	2021-22 PROJECTED	2022-23 PROPOSED	2023-24 PROPOSED
Resources							
Revenues							
1432 42470	COVID-19	0	701	0	0	0	0
1432 48617	Rebate Revenue	763	7	0	0	0	0
Total Revenues		**763**	**708**	**0**	**0**	**0**	**0**
Total Resources		**763**	**708**	**0**	**0**	**0**	**0**
Expenditures							
Salaries and Benefits							
1432 51120	Sal & Wages-Hourly	35,084	0	85,400	85,400	85,400	85,400
1432 51220	F B-Worker'S Comp Misc	837	0	400	400	400	400
1432 51250	F B-State Unemployment	142	11,595	0	0	0	0
1432 51260	F B-F I C A	509	0	1,200	1,200	1,200	1,200
1432 51290	F B-Defrd Comp Tm	702	0	1,700	1,700	1,700	1,700
Total Salaries and Benefits		**37,274**	**11,595**	**88,700**	**88,700**	**88,700**	**88,700**
Operating Expenditures							
1432 52010	New Employee Expenses	50	0	0	0	0	0
1432 52040	Clothing & Prsnl Expens	157	0	400	400	400	400
1432 52100	Membership-Organization	20	0	100	100	100	100
1432 52520	Food/Drink/Breakroom Supplies	277	0	700	700	700	700
1432 52820	Training	0	0	1,500	1,500	1,500	1,500
1432 52900	Employee Certification	30	0	100	100	100	100
1432 53010	Office Supplies	0	0	500	500	500	500
1432 53350	Brochures	64	0	200	200	200	200
1432 53400	Publications/Subscripti	196	0	3,500	3,500	3,500	3,500
1432 54010	Special Departmental Supplies	12,348	224	20,000	10,000	21,000	21,000
1432 54200	Equip Sup & Maintenance	4,851	226	10,000	5,000	12,000	12,000
1432 54590	Licensing Fees	1,850	0	12,500	12,500	12,500	12,500
1432 54860	Maint-Computer Equipmnt	2,317	0	15,000	15,000	15,000	15,000
1432 55100	Prof & Specized Service	0	0	200	200	200	200
1432 55250	Contracts-Alarm Service	522	1,221	600	600	600	600
1432 55410	Contracts-Copier Leases	212	0	400	400	400	400
1432 55520	Computer Software Suppt	5,808	5,808	13,900	13,900	13,900	13,900
1432 56459	Internet	1,567	2,650	3,000	3,000	3,000	3,000
1432 71010	Equipment	0	0	5,000	5,000	5,000	5,000
1432 71020	Improvements	1,312	0	0	0	0	0
1432 73010	COVID19	701	0	0	0	0	0
Total Operating Expenditures		**32,282**	**10,129**	**87,600**	**72,600**	**90,600**	**90,600**
Allocations							
1432 94182	Alloc- IT Replacement	5,168	3,228	0	3,200	3,200	3,200
1432 98010	Alloc-Assist City Manag	48	89	100	100	100	100
1432 98020	Alloc-G/G-Risk-Mgmt	96	192	200	0	0	0
1432 98101	Alloc-City Manager	96	182	200	100	100	100
1432 98102	Alloc-City Clerk	0	0	0	500	500	500
1432 98130	Alloc-G/G-Fin-Budget &	1,464	2,091	2,100	2,600	2,600	2,600
1432 98132	Alloc-G/G-Fin-Accounting	648	1,063	1,100	1,200	1,200	1,200
1432 98135	Alloc-G/G-Fin-Materials	2,892	2,054	2,100	0	0	0
Total Allocations		**10,412**	**8,899**	**5,800**	**7,700**	**7,700**	**7,700**
Total Expenditures		**79,968**	**30,623**	**182,100**	**169,000**	**187,000**	**187,000**
SURPLUS(SHORTFALL)		**(79,205)**	**(29,915)**	**(182,100)**	**(169,000)**	**(187,000)**	**(187,000)**

MEASURE N
22/23 & 23/24
PROPOSED BUDGET

Measure N is a ½ cent Sales Tax Override to provide essential City services (police, fire, recreation, parks, and roads)

Uses a detailed 10 year plan

MEASURE N – 22/23 & 23/24 BUDGET PROCESS

- May 16th - City Council approved the proposed budget and directed staff to present to the Sales Tax Oversight Board;
- May 19th - Sales Tax Oversight Board approved the proposed budget;
- June 6th – Conducted 1st Public Hearing for the proposed budget;
- ***June 20th (tonight) – 2nd Public Hearing for the proposed budget and then adoption.***

22/23 Proposed Budget

Police	25	Police Officers	3,824,500	***2% Youth Programs***		
	10	Professional Staff	1,000,500	Youth Programs		385,700
	2	Cars & Equipment for new staff	93,900			
		Operating Expenses	565,200	***8% Maintenance & Emerging Needs***		
		Body Cameras	198,000	Building Maintenance		-
			5,682,100	Remaining Emerging Needs*		1,542,700
					Total	1,542,700
Roads		Street Maintenance	3,600,000			
Parks	4	Parks & Rec Employees	381,400		***Grand Total***	**13,811,300**
& Rec		Trailsway Maintenance	55,000			
		Tree Maintenance	55,000	*Note: The Remaining Emerging Needs money		
		Building Maintenance	55,000	will not be spent until staff returns to Council with		
		New Park Maintenance	55,000	a recommended policy/plan.		
		Operating Expenses	77,800			
			679,200			
Fire	9	BC, Admin Capt, & Squad Staffing	1,398,800			
		Operating Expenses	243,600			
			1,642,400			
Other		State Fees, Audits, Accounting	279,200			
		Essential Serivces Total	**11,882,900**			

23/24 Proposed Budget

Police	26	Police Officers	4,122,200	***2% Youth Programs***		
	10	Professional Staff	1,044,800	Youth Programs		393,400
	1	Police Cars & Equipment	61,800			
		Operating Expenses	499,700	***8% Maintenance & Emerging Needs***		
		Body Cameras	201,000	Building Maintenance		-
			5,929,500	Remaining Emerging Needs*		1,573,600
					Total	1,573,600
Roads		Street Maintenance	4,000,000			
Parks	4	Park Maintenance Emp.	397,600		***Grand Total***	**14,586,300**
& Rec		Trailsway Maintenance	56,000			
		Tree Maintenance	56,000			
		Building Maintenance	56,000	*Note: The Remaining Emerging Needs money		
		New Park Maintenance	56,000	will not be spent until staff returns to Council with		
		Operating Expenses	77,800	a recommended policy/plan.		
			699,400			
Fire	9	BC, Admin Capt, & Squad Staffing	1,454,700			
		Operating Expenses	250,900			
			1,705,600			
Other		State Fees, Audits, Accounting	284,800			
		Essential Serivces Total	**12,619,300**			

TONIGHT'S ACTION

***Conduct the 2nd public hearing**

***Approve FY 22/23 & 23/24 budget.**

If approved, the Measure N budget will be included in the City Budget for adoption

MEASURE N – PROJECTED FUND BALANCE

Based on the measure's requirements, the revenue/expenditures are tracked in 4 separate funds:

2022/23- Year 6	Beginning Cash	Projected Sales Tax	Transfer in/(out)	Expenditures	Ending Cash
Essential Services	$ 7,854,900	$ 19,283,800	$ (2,686,310)	$ (11,882,900)	**$ 12,569,490**
2 % Youth Programs	$ 737,200		$ 385,700	$ (385,700)	**$ 737,200**
8% Maint & Emerging Needs	$ 2,267,900		$ 1,542,700	$ (1,542,700)	**$ 2,267,900**
Economic Uncertainty	$ 1,170,470		$ 757,910	$ -	**$ 1,928,380**
Total	**$ 12,030,470**	**$ 19,283,800**	**$ -**	**$ (13,811,300)**	**$ 17,502,970**

2023/24 - Year 7	Beginning Cash	Projected Sales Tax	Transfer in/(out)	Expenditures	Ending Cash
Essential Services	$ 12,569,490	$ 19,669,500	$ (2,005,570)	$ (12,619,300)	**$ 17,614,120**
2 % Youth Programs	$ 737,200		$ 393,400	$ (393,400)	**$ 737,200**
8% Maint & Emerging Needs	$ 2,267,900		$ 1,573,600	$ (1,573,600)	**$ 2,267,900**
Economic Uncertainty	$ 1,928,380		$ 38,570	$ -	**$ 1,966,950**
Total	**$ 17,502,970**	**$ 19,669,500**	**$ -**	**$ (14,586,300)**	**$ 22,586,170**

Visalia City Council

Staff Report

File #: 22-0252 **Agenda Date:** 6/20/2022 **Agenda #:** 2.

Agenda Item Wording:

Annual Recertification of the Measure T (Sales Tax) Plan for FY 2022/23.

Deadline for Action: 6/30/2021

Submitting Department: Finance and Technology Services

Contact Name and Phone Number: Renee Nagel, Finance & Technology Director 713-4375, Amee Swearingen, Financial Analyst 713-4170

Department Recommendation:
It is recommended that the Council recertify the Measure T expenditure plan for the new budget year July 1, 2022 to June 30, 2023 (FY 2022/23) as required per the plan.

Background Discussion:

In 2004, City of Visalia voters approved a measure to increase sales tax by ¼ cent. This was known as Measure T and the sales tax revenues generated by the voter-approved measure are earmarked for public safety. The sales tax is shared 60% police and 40% fire. Thus, the City maintains two funds: Measure T - Fire and Measure T - Police. The measure uses a detailed, 20-year plan which includes hiring of personnel, construction of capital projects, and equipment purchases. The plan requires each fund to have an economic uncertainty fund of 25% of sales tax revenues collected. This is to be used if revenues do not cover expenditures. However, the plan elements should be funded before the economic uncertainty fund is fully funded. Annually the plan is required to get recertified by Council. For the recertification, staff brings all the completed elements and a projection of both the funds revenues and expenditures.

Plan elements implemented to date are as follows:

- 2 Police substations completed;
- 23 Police Officers hired and vehicles purchased (reduced from 28 due to revenue shortfalls and as directed by the City Council at their June 20, 2011 meeting);
- 13 Firefighters hired;
- Administrative Captain position and 1 Battalion Chief position added;
- Fire Stations 53, 55, and Training Facility completed;
- New Fire Engine purchased;
- New Fire Ladder Truck purchased;
- Contributed towards the Visalia Emergency Communication Center

In addition, the plan requires both police and fire portions of the funds to contribute towards the

future construction of a Public Safety building.

It is important to remember that the original Measure T plan was not balanced from its inception and included a structural deficit. The original Measure T plan was adopted with a deficit after the first 20 years. The plan anticipated that the solution for the deficit would be funded by 1) greater than expected revenues, 2) less than expected costs; or 3) addition General Fund revenues. In reality, Measure T had several years of revenues being lower than the plan and higher expenditures due to increased personnel costs (PERS and health), construction, and vehicle costs. In addition, the General Fund has had limited available resources due to the same increased costs.

To keep the Measure T funds from going negative, the City has taken several remedial actions over the years, specifically :

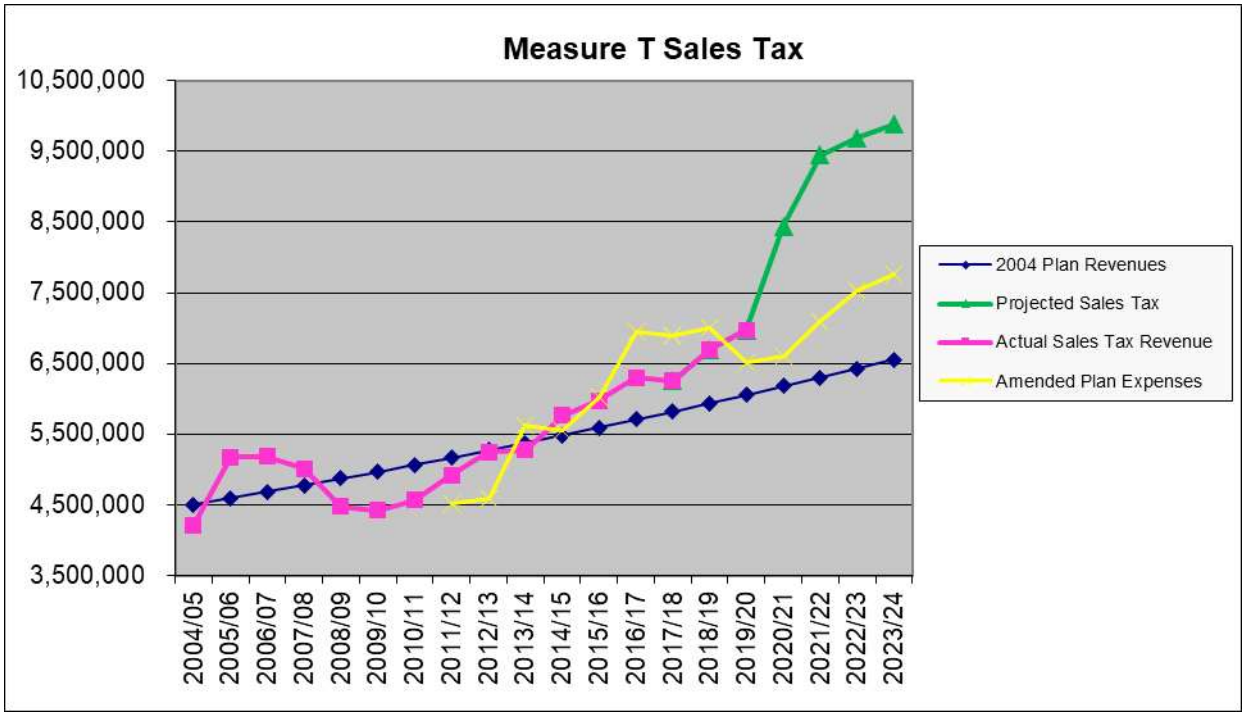
- Reduced Police Officer allocations by 6 (3 through attrition & 3 transferred to the General Fund). In July 2013, an officer was added back. The current number of officers funded by Measure T is 23 - reduced from 28;
- Reduced hiring of firefighters from 18 to 15;
- Declared fiscal emergency for fiscal years 09/10, 10/11, 11/12, 12/13;
- Reduced funding contribution towards the VECC building. General Fund is covering a portion of Measure T's share;
- Moved 1 Administrative Captain and 1 Battalion Chief to Measure N funding;
- Transferred $150,000 from General Fund to offset overtime in Measure T Fire annually;
- Transferred 1 vacant position from Police and Fire.

Sales Tax

Measure T does not receive any of the general 1% sales tax. It only receives the additional ¼ cent tax. Measure T sales tax continues to have growth but at a slower rate than the General Fund sales tax rate due to how district sales taxes are applied compared to general sales taxes in two main areas: car sales and business to business sales. District sales tax is applied to the City in which a car is registered, not the City in which it is sold. Therefore, for Visalia to receive the district sales tax for a purchase of a vehicle, that vehicle would have to be registered to an owner address in Visalia. If a resident from Dinuba purchases a vehicle in Visalia, Visalia would receive their local 1% share of the State sales tax but would not receive any of the district taxes (Measure T & N). Likewise, Business to Business sales tax works the same way. One of the areas that Visalia has seen a large sales tax growth is in Business to Business sales. These transactions do not help Measure T to the degree that they help General Sales Tax.

Since last fiscal year, Measure T has seen a large rise in sales tax like the General Fund. Last fiscal year sales tax grew by 17%, this year it is projected to grow by 11%. Sales tax growth prior to FY 20/21 was on average between 3 -4%. Staff is projecting sales tax to continue to grow but at a much smaller pace of 2%. This growth is building upon the inflated sales tax numbers from the past two years. These projections do not include an economic downturn which would result in less revenues Chart 1 - Measure T Revenues, shows the projected sales tax to be well above the amended plan needs.

Chart 1 - Measure T Revenues



Fire Measure T

The majority of expenditures for the Fire Measure T fund are for salary and benefits, as shown in Table 1: Fire Measure T Projection. The fund balance that is projected to be $6 million at the end of this fiscal year (2021/22). The City has a policy that all allocated positions are budgeted. With the current amended plan, if there is a vacant position it will be transferred to Measure T. This will help reduce an operating deficit by approximately $100,000. The projected surpluses will help fund any additional increases in salaries and benefits as well as this fund's share of the public safety building as outlined in the plan.

Table 1: Fire Measure T Projections:

Ameneded Plan

19/20 - 13 firefighters - no admin captain or BC

	FY 20/21 Actuals	FY21/22 Projected	FY22/23 Proposed	FY23/24 Proposed	FY24/25	FY25/26	FY26/27
Revenues							
Sales Tax Revenues	3,374,946	3,779,900	3,874,400	3,951,900	3,991,400	4,031,300	4,071,600
Interest & Strike Team	63,558	149,200	99,200	99,200	100,200	101,200	102,200
Total Revenues	**3,438,504**	**3,929,100**	**3,973,600**	**4,051,100**	**4,091,600**	**4,132,500**	**4,173,800**
Expenditures							
Salaries and Benefits	2,341,672	2,525,000	2,571,900	2,646,500	2,752,400	2,862,500	2,977,000
Operating Expenditures	413,934	431,300	452,200	450,100	463,600	477,500	491,800
Capital	-	-	-	-	-	-	-
Total Expenditures	**2,755,606**	**2,956,300**	**3,024,100**	**3,096,600**	**3,216,000**	**3,340,000**	**3,468,800**
Surplus/(Shortfall)	**682,898**	**972,800**	**949,500**	**954,500**	**875,600**	**792,500**	**705,000**
Beginning Fund Balance	**4,359,910**	**5,042,808**	**6,015,608**	**6,965,108**	**7,900,233**	**8,765,708**	**9,547,983**
Operating Surplus/(Deficit)	682,898	972,800	949,500	954,500	875,600	792,500	705,000
Transfer from/(to Economic Uncertainty F	(188,648)	(122,649)	(11,125)	(19,375)	(10,125)	(10,225)	(10,325)
Ending Fund Balance	**5,042,808**	**6,015,608**	**6,965,108**	**7,900,233**	**8,765,708**	**9,547,983**	**10,242,658**
Economic Uncertainty Fund Balance	**859,626**	**982,275**	**993,400**	**1,012,775**	**1,022,900**	**1,033,125**	**1,043,450**
Required Economic Uncertainty Fund Balance	859,626	982,275	993,400	1,012,775	1,022,900	1,033,125	1,043,450

Police Measure T

Police Measure T revenues have exceeded the expenditures since FY 2012/13 due to the reduction in police officers. This reduction, as well as reducing the VECC contribution, has allowed the fund to have a surplus at the end of each year. Like Fire, the majority of the expenditures are for salary and benefits for 23 officers. The projection for the next 5 years shows the surplus decreasing due to PERS and benefit increases, as shown in Table 2: Police Measure T Projection. The surpluses will help with this fund's share of the public safety building as outlined in the plan. Also, the City has a policy that all allocated positions are budgeted. With the current amended plan, if there is a vacant position available, it will be transferred to Measure T. This will help reduce any deficit by approximately $120,000.

Table 2: Police Measure T Projections:

Amended Plan (28 to 23, 3 are in GF)
Total 23 officers

	FY 20/21 Actuals	FY21/22 Projected	FY22/23 Proposed	FY23/24 Proposed	FY24/25	FY25/26	FY26/27
Revenues							
Sales Tax Revenues	5,062,419	5,669,900	5,811,600	5,927,800	5,987,100	6,047,000	6,107,500
Interest & Grant Reimb	156,012	59,700	59,700	59,700	60,300	60,900	61,500
Total Revenues	**5,218,431**	**5,729,600**	**5,871,300**	**5,987,500**	**6,047,400**	**6,107,900**	**6,169,000**
Expenditures							
Salaries and Benefits	3,136,752	3,370,000	3,737,100	3,893,000	4,048,700	4,210,600	4,379,000
Operating Expenditures	565,880	606,300	611,700	615,700	634,200	653,200	672,800
Debt Payment (VECC)	151,080	151,090	150,940	151,010	151,190	151,060	151,060
Capital	-	-	-	-	-	-	-
Total Expenditures	**3,853,712**	**4,127,390**	**4,499,740**	**4,659,710**	**4,834,090**	**5,014,860**	**5,202,860**
Surplus/(Shortfall)	**1,364,719**	**1,602,210**	**1,371,560**	**1,327,790**	**1,213,310**	**1,093,040**	**966,140**
Beginning Fund Balance	2,658,677	3,737,462	5,211,882	6,548,012	7,846,752	9,045,092	10,123,002
Operating Surplus/(Deficit)	1,364,719	1,602,210	1,371,560	1,327,790	1,213,310	1,093,040	966,140
Transfer from/(to Economic Uncertainty Fund)	*(285,934)*	*(127,790)*	*(35,430)*	*(29,050)*	*(14,970)*	*(15,130)*	*(15,270)*
Ending Fund Balance	**3,737,462**	**5,211,882**	**6,548,012**	**7,846,752**	**9,045,092**	**10,123,002**	**11,073,872**
Economic Uncertainty Fund Balance	**1,304,610**	**1,432,400**	**1,467,830**	**1,496,880**	**1,511,850**	**1,526,980**	**1,542,250**
Required Economic Uncertainty Fund Balanc	1,304,610	1,432,400	1,467,830	1,496,880	1,511,850	1,526,980	1,542,250

Measure T Recertification and Maintenance of Effort Requirement

Measure T is required to complete an annual recertification and maintenance of effort (MOE) calculation. The MOE is to ensure that the General Fund monies budgeted for Police and Fire operations does not fall below the previous years' service level. In the event of an economic emergency, the City Council may only alter this provision by a supermajority (4/5th') vote. The City meets this calculation for FY 2022/23 as shown in Table 3: FY 2022/23 MOE Calculation.

Table 3 - FY 2022/23 MOE Calculation

General Fund	21/22 Budget	22/23 Budget	Budget Increase/ (Decrease)
Fire Operating Expenditures	$ 14,581,500	$ 16,038,300	$ 1,456,800
Police Operating Expenditures	$ 34,671,600	$ 39,076,600	$ 4,405,000
Total	$ 49,253,100	$ 55,114,900	$ 5,861,800

Conclusion

Measure T has implemented the majority of the components of the expenditure plan. Previously, the City has taken steps to reduce ongoing operational costs as expenditures have exceeded revenues. The 5-year projection shows revenues exceeding expenditures which results in the

cash balances increasing each year. This projection does not include an economic downturn, which would result in less revenues. At this time, staff recommends continuing with the plan and its amendments and will continue to monitor revenues and expenditures. If the projection continues to be met, staff will return with recommendations to change the plan.

Fiscal Impact:
None

Prior Council Action: Measure T Reauthorization 1/4/21

Other: N/A

Alternatives: N/A

Recommended Motion (and Alternative Motions if expected):
Recertify the Measure T expenditure plan for the new budget year, including continuing to modify the Measure T plan elements. ..end
Environmental Assessment Status: N/A

CEQA Review: N/A

Attachments: N/A

MEASURE T

FY 22/23 Annual Recertification & Maintenance of Effort

- **¼ cent Sales Tax for enhanced police and fire services.**
- **Sales Tax is split – 40% Fire and 60% Police.**
- **Measure uses a detailed 20 year plan for:**
  - Hiring Personnel;
  - Construction of Facilities; and
  - Equipment Purchases.

MEASURE T – ANNUAL REQUIREMENTS

Annual Recertification:

Measure T is required to be recertified annually by City Council.

Annual Maintenance of Effort (MOE) calculation:

The MOE is to ensure that the GF monies budgeted for Police and Fire operations does not fall below the previous years' service level. In the event of an economic emergency, the City Council may only alter this provision by a supermajority (4/5th') vote.

General Fund	21/22 Budget	22/23 Budget	Budget Increase/ (Decrease)
Fire Operating Expenditures	$14,581,500	$16,038,300	$1,456,800
Police Operating Expenditures	$34,671,600	$39,076,600	$4,405,000
Total	$49,253,100	$55,114,900	$5,861,800

PLAN ELEMENTS IMPLEMENTED

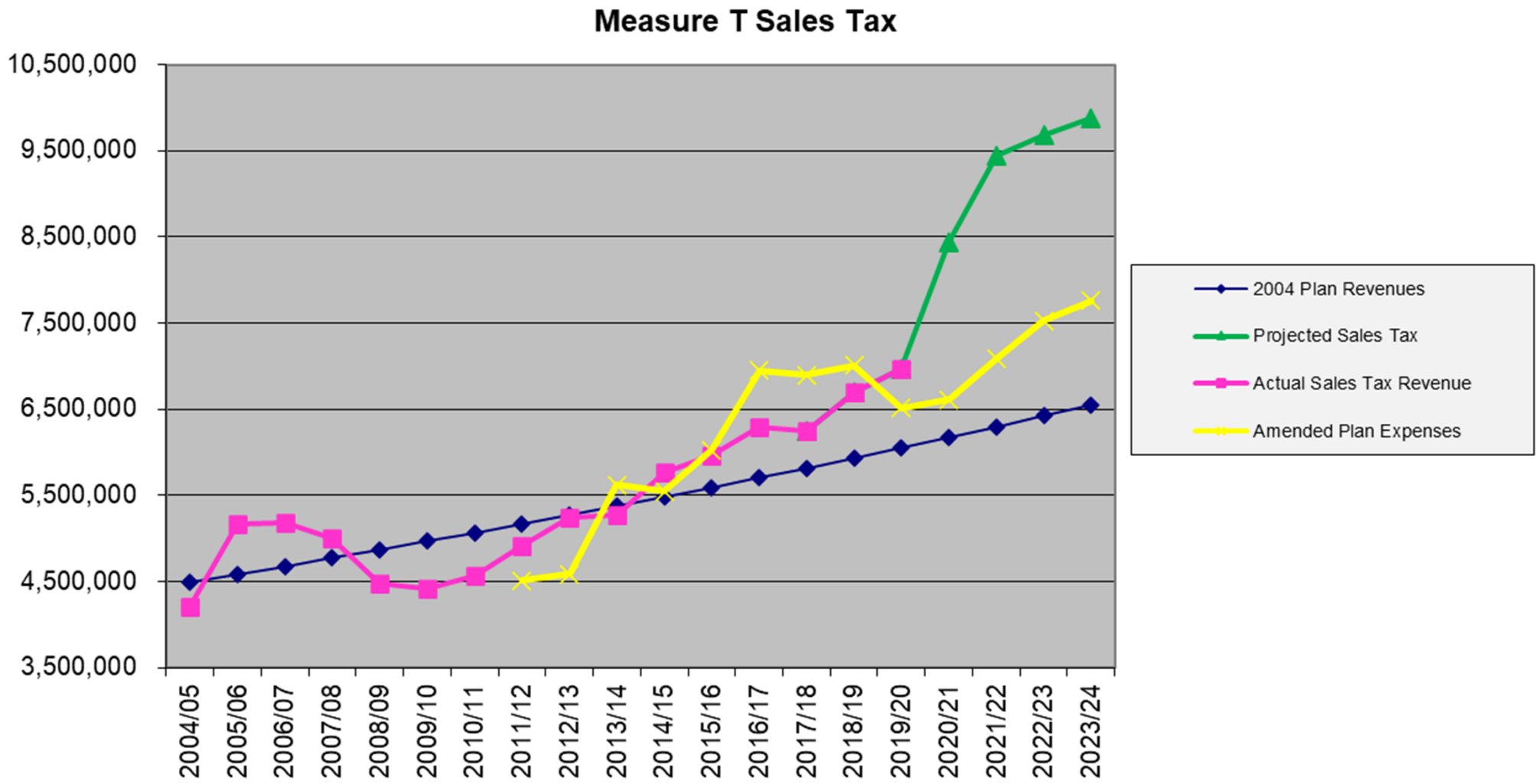
- **Built 2 Police precincts**
- **Hired 23 Police Officers and purchased vehicles**
- **Hired 13 Firefighters**
- **Built Fire Station 53, 55, and Training Facility**
- **Purchased 1 new Fire engine + 1 new Fire Ladder Truck**
- **Contributed towards the VECC**

CURRENT AMENDED PLAN ELEMENTS

Since June 2011, Council has amended the plan due to revenue shortfalls and higher expenditures.

- Reduced Measure T Police Officers from 28 to 23
  - Transferred 3 to the GF
  - Reduced by 2 through attrition
- Reduced Measure T Firefighters from 18 to 13
  - Transferred 2 to Measure N
  - Remaining 3 were never hired
- Reduced VECC funding contribution
  - General Fund is covering a portion of Measure T's share.
- Transfer 1 available GF vacant position from Police and Fire to Measure T
- Transfer $150,000 from GF to offset OT in Measure T Fire

SALES TAX REVENUES



POLICE MEASURE T – 6 YR FORECAST

	FY 20/21 Actuals	FY21/22 Projected	FY22/23 Proposed	FY23/24 Proposed	FY24/25	FY25/26	FY26/27
Revenues							
Sales Tax Revenues	5,062,419	5,669,900	5,811,600	5,927,800	5,987,100	6,047,000	6,107,500
Interest & Grant Reimb	156,012	59,700	59,700	59,700	60,300	60,900	61,500
Total Revenues	**5,218,431**	**5,729,600**	**5,871,300**	**5,987,500**	**6,047,400**	**6,107,900**	**6,169,000**
Expenditures							
Salaries and Benefits	3,136,752	3,370,000	3,737,100	3,893,000	4,048,700	4,210,600	4,379,000
Operating Expenditures	565,880	606,300	611,700	615,700	634,200	653,200	672,800
Debt Payment (VECC)	151,080	151,090	150,940	151,010	151,190	151,060	151,060
Capital	-	-	-	-	-	-	-
Total Expenditures	**3,853,712**	**4,127,390**	**4,499,740**	**4,659,710**	**4,834,090**	**5,014,860**	**5,202,860**
Surplus/(Shortfall)	**1,364,719**	**1,602,210**	**1,371,560**	**1,327,790**	**1,213,310**	**1,093,040**	**966,140**
Beginning Fund Balance	2,658,677	3,737,462	5,211,882	6,548,012	7,846,752	9,045,092	10,123,002
Operating Surplus/(Deficit)	1,364,719	1,602,210	1,371,560	1,327,790	1,213,310	1,093,040	966,140
Transfer from/(to Economic Uncertainty Fund)	*(285,934)*	*(127,790)*	*(35,430)*	*(29,050)*	*(14,970)*	*(15,130)*	*(15,270)*
Ending Fund Balance	**3,737,462**	**5,211,882**	**6,548,012**	**7,846,752**	**9,045,092**	**10,123,002**	**11,073,872**
Economic Uncertainty Fund Balance	**1,304,610**	**1,432,400**	**1,467,830**	**1,496,880**	**1,511,850**	**1,526,980**	**1,542,250**
Required Economic Uncertainty Fund Balance	1,304,610	1,432,400	1,467,830	1,496,880	1,511,850	1,526,980	1,542,250

FIRE MEASURE T – 6 YR FORECAST

	FY 20/21 Actuals	FY21/22 Projected	FY22/23 Proposed	FY23/24 Proposed	FY24/25	FY25/26	FY26/27
Revenues							
Sales Tax Revenues	3,374,946	3,779,900	3,874,400	3,951,900	3,991,400	4,031,300	4,071,600
Interest & Strike Team	63,558	149,200	99,200	99,200	100,200	101,200	102,200
Total Revenues	**3,438,504**	**3,929,100**	**3,973,600**	**4,051,100**	**4,091,600**	**4,132,500**	**4,173,800**
Expenditures							
Salaries and Benefits	2,341,672	2,525,000	2,571,900	2,646,500	2,752,400	2,862,500	2,977,000
Operating Expenditures	413,934	431,300	452,200	450,100	463,600	477,500	491,800
Capital	-	-	-	-	-	-	-
Total Expenditures	**2,755,606**	**2,956,300**	**3,024,100**	**3,096,600**	**3,216,000**	**3,340,000**	**3,468,800**
Surplus/(Shortfall)	**682,898**	**972,800**	**949,500**	**954,500**	**875,600**	**792,500**	**705,000**
Beginning Fund Balance	**4,359,910**	**5,042,808**	**6,015,608**	**6,965,108**	**7,900,233**	**8,765,708**	**9,547,983**
Operating Surplus/(Deficit)	682,898	972,800	949,500	954,500	875,600	792,500	705,000
Transfer from/(to Economic Uncertainty Fun	(188,648)	(122,649)	(11,125)	(19,375)	(10,125)	(10,225)	(10,325)
Ending Fund Balance	**5,042,808**	**6,015,608**	**6,965,108**	**7,900,233**	**8,765,708**	**9,547,983**	**10,242,658**
Economic Uncertainty Fund Balance	**859,626**	**982,275**	**993,400**	**1,012,775**	**1,022,900**	**1,033,125**	**1,043,450**
Required Economic Uncertainty Fund Balance	859,626	982,275	993,400	1,012,775	1,022,900	1,033,125	1,043,450

QUESTIONS?

<u>Tonight's Recommended Motion:</u>

- **Conduct Public Hearing**

- **Recertify the Measure T amended plan for FY 22/23.**

Visalia City Council

Staff Report

File #: 22-0255 **Agenda Date:** 6/20/2022 **Agenda #:** 3.

Agenda Item Wording:
Public Hearing on, and adoption of, the City of Visalia 2022/23 and 2023/24 multi-year budget. Resolution 2022-43.

Deadline for Action: 6/30/2022

Submitting Department: Finance and Technology Services

Contact Name and Phone Number: Renee Nagel, Finance & Technology Director, 713-4375; Amee Swearingen, Financial Analyst, 713-4170

Department Recommendation: That the City Council on June 20, 2022 take the following actions:

- Conduct a required public hearing to receive citizen input; and
- Adopt the City Fiscal Year 2022/23 and 2023/24 Budgets;

Background Discussion:
The City's budget document is comprised of a 2-year operating plan, a 6-year capital improvement program, and an appropriation for debt service and other uses. Moreover, it is a reflection of Council's leadership in shaping the service priorities and goals of the Visalia community while maintaining fiscal prudence and oversight. The budget is a dynamic document that demonstrates to the public our commitment to service and our focus on meaningful work and significant projects.

The proposed budget has been presented to Council in sections at many Council meetings since February. The Capital Improvement Program was presented to Council by Fund from February to March. The Operating and remaining sections were presented during both meetings in May. Below is the link to the FY 2022/23 & 2023/24 proposed budget on the City's website:

<https://www.visalia.city/depts/finance/budget_n_financial_reports/default.asp>

Staff recommends that the Council adopt a budget by June 30 to comply with the Charter requirements. The charter requires a budget appropriation for all expenditures. However, if Council is concerned or desires further discussion of the budget, further hearings could be scheduled. This would result in the City having expenditures with no appropriation, which is not a desirable or recommended approach if it can be avoided.

Finally, the Visalia Charter states that at any regularly scheduled meeting the City Council may make changes to the adopted budget. That being the case, Council has the ability to reshape the budget as it sees fit throughout the year. As staff often mentions, the budget is a living, breathing document, because fiscal circumstances change constantly and circumstances can dictate that

changes to the budget must be made along the way.

The total budget for FY 2022/23 is $261.3 million and FY 2022/24 is $270.9 million as shown in Table 1- Proposed Appropriation.

Table 1
Proposed Appropriations

Fund Type	2022/23 Appropriations	2023/24 Appropriations
General Fund *(ex: Police, Fire, Parks, General Government)*	$ 84,868,600	$ 87,135,200
Capital Projects Funds *(ex: Gas Tax , Impact Fees)*	13,821,400	11,111,700
Special Revenue Funds *(ex: Streets, MS T & MS R Sales Tax)*	47,357,600	45,076,200
Debt Service Funds *(ex: 2015 COP)*	1,282,800	1,282,700
Business-Type Funds *(ex: Wastewater, Solid Waste, Airport)*	91,275,290	101,892,800
Internal Service Funds *(ex: MIS, Fleet, Risk)*	22,647,700	24,396,700
Total	**$ 261,253,390**	**$ 270,895,300**

Please note that the proposed budget appropriation for both fiscal years is higher than what was presented to Council on May 6th and listed in the budget document that was provided. Both years did not include the Measure N Emerging Needs Fund and the Youth Services Fund which increased the total appropriations for FY 22/23 by $1.72 million and FY 23/24 by $1.77 million. All Measure N budget presentations to Council and the Measure N Oversight Committee have included the correct amounts.

General Fund

The General Fund is the largest individual fund in the City and is comprised of 8 operating departments. The proposed operating budget for the General Fund is $77.6 million in FY 2022/23 and $80.2 in FY 2023/24. The General Fund is expected to have a surplus in both budget years which is projected to be $6.9 million in FY 2022/23 and $6.2 million in FY 2023/24, as shown in Table 2, General Fund Recommended Budget.

Table 2 - General Fund Recommended Budget

	21/22 Projections	22/23 Proposed	23/24 Proposed
REVENUES			
Sales Tax	42,709,600	43,563,800	44,435,100
Property Tax	28,973,500	29,553,000	30,144,100
Franchise Fee	2,823,300	2,879,800	2,937,400
Transit Occupancy Tax	3,822,100	3,898,500	3,976,500
Business License Tax	2,993,300	3,023,200	3,053,400
All Other Revenues	8,544,900	8,780,500	8,788,500
Total Operating Revenues	**89,866,700**	**91,698,800**	**93,335,000**
EXPENDITURES			
Non Departmental	772,000	787,000	800,000
Administration	6,892,100	7,654,000	7,745,700
Admin Services	1,240,500	1,632,200	1,731,500
Community Development	2,927,500	2,979,000	3,188,300
Community Services	9,236,000	10,076,800	10,436,500
Finance	3,191,500	3,407,400	3,526,100
Fire	14,308,600	14,192,300	14,637,000
Police	30,268,100	32,179,500	33,309,400
Public Works	4,080,000	4,390,100	4,507,100
Total Operating Expenditures	**72,916,300**	**77,298,300**	**79,881,600**
Less: Allocations Net Reimbursements	234,700	313,000	363,100
Operating Expenditures Less Reimbursements	**73,151,000**	**77,611,300**	**80,244,700**
Capital Expenditures	922,500	1,443,900	1,292,200
Transfers Out to Other Funds*	5,090,500	5,754,800	5,588,300
Total Expenditures	**79,164,000**	**84,810,000**	**87,125,200**
Surplus/(Deficit)	**10,702,700**	**6,888,800**	**6,209,800**

Special Revenue, Enterprise Funds, and Other Funds

Revenues and expenditures are increasing in all funds in these categories. Revenues are exceeding expenditures in all funds except for the Animal Services, Baseball, and Convention Center. These funds require a subsidy as outlined in the budget document on page 2-45 (Financial Summary Section).

For more detail on the Special revenue and Enterprise Funds, please refer to the Budget Message located in the first section of the biennial budget document.

Capital Improvement Projects (All Funds)

The City's Capital Improvement Program (CIP) consists of a six year plan with the first two years being appropriated with the recommended biennial budget. The projects recommended have been reviewed by City Council and are listed in detail in the Capital Improvement Section of the budget document. The total CIP recommended for FY 2022/23 is

$53.1 million and $56.2 million for FY 2023/24 as shown in Table 3- 2022/23 to 2027/28 CIP Summary.

Table 3 - 2022/23 to 2027/28 CIP Program Summary

Fund Name (Number)	2022-23	2023-24	Future Capi Projects
General Fund (001)	1,443,900	1,292,200	10,118,80
General Fund Designation (Police Unclaimed Funds-012	52,000	-	-
General Fund	***1,495,900***	***1,292,200***	***10,118,80***
Gas Tax (111)	2,679,800	2,615,000	12,770,00
SB1 - RMRA (113)	4,100,000	3,300,000	13,600,00
Measure R-Local Fund (131)	3,919,800	3,892,000	15,648,20
Measure R-Trailways (132)	491,500	2,315,000	400,000
Measure R-Regional Projects (133)	-	-	5,780,00
Measure N (141)	3,693,900	4,061,800	11,976,00
Visalia Baseball (157)	200,000	-	-
Underground Water Recharge (224)	284,300	-	6,832,40
Waterways Maintenance (251)	-	107,000	1,326,00
Permanent Local Housing Allocations (258)	441,500	-	-
Landscape and Lighting (273)	252,000	766,000	3,137,00
Community Development Block Grant (CDBG-311)	2,514,200	763,000	788,000
Home Investment Parternships (HOME) Grant (321)	2,311,800	-	-
Successor Agency Housing (SAH-362)	1,100,000	-	-
Special Revenue Funds	***21,988,800***	***17,819,800***	***71,469,60***
Corporation Yard Impact Fee (103)	-	-	1,637,50
Fire Impact Fee (106)	-	75,000	150,000
Park & Recreational Facilities (211)	3,720,000	2,572,700	54,218,10
Storm Sewer Construction (221)	1,387,000	270,600	11,877,50
Transportation Impact Fees (241)	6,979,200	5,239,300	49,808,00
Waterways Fund (261)	927,300	546,000	6,560,50
State Transportation Fund (281)	275,000	1,875,000	12,363,40
Capital Projects Funds	***13,288,500***	***10,578,600***	***136,615,00***
Storm Sewer Deficiency (222)	20,000	111,000	1,914,50
Wastewater Trunk Line Construction (231)	844,200	3,635,800	8,740,70
Animal Services (406)	70,900	-	-
Airport (411)	170,000	775,000	4,008,00
Wastewater (431)	5,582,100	5,156,700	26,715,80
Solid Waste (441)	1,220,000	4,197,000	14,825,80
Transit Capital (452)	5,331,300	8,288,500	3,232,50
Storm Sewer Maintenance & Operations (481)	175,200	285,000	3,956,10
Enterprise (Business-type) Funds	***13,413,700***	***22,449,000***	***63,393,40***
Fleet Maintenance (501)	70,000	422,000	20,000
Vehicle Replacement (502)	2,148,700	1,780,400	4,037,90
Police Vehicle Replacement Measure T (503)	-	-	631,200
Fire Vehicle Replacement Measure T (504)	-	985,100	-
Information Services (511)	723,000	890,000	3,128,00
Internal Service Funds	***2,941,700***	***4,077,500***	***7,817,10***
Total Capital Appropriation	**53,128,600**	**56,217,100**	**289,413,90**

Recommended Budget Positions

The proposed budget includes a total of 679 full-time employees and 174 part-time employees. This count includes the addition of 18 new full-time positions across the organization. The proposed positions are critical for the implementation of the City Council's priorities and goals to enhance services and maintain the quality of life for our Citizens. In total, 8 full-time positions are proposed within the General Fund, and 10 full-time positions in the Internal Service, Special Revenue, and Enterprise funds. The recommended new positions will increase operating costs by a total $1.0 million annually, and also will add an estimated one-time cost of $0.3 million to equip the new employees. The proposed positions are listed in Table 4 - FY 2022/23 & 2023/24 Recommended Positions.

Table 4 - FY 2022/23 & 2023/24 Recommended Positions

Department	Division	Qty	Position	Fiscal Year Funded
General Fund				
Administrative Services	1023	1	Communication Coordinator	FY 22/23
Administration	3312	1	Project Manager	FY 22/23
Administration	3312	1	IT Specialist	FY 22/23
Community Development	1865	1	Code Enforcement Technician	FY 23/24
Finance & Technology Services	1535	1	Admin Analyst	FY 22/23
Police	2101	1	Police Captain	FY 22/23
Police	2101	1	Communications Operator	FY 22/23
Public Works	3126	1	Traffic Signal Technician (Overfill)	FY 22/23
	Total	**8**		
Internal Service Fund, Special Revenue & Enterprise Funds				
Finance & Technology Services	5141	1	IT Technician	FY 22/23
Police	1411	1	Communications Operator	FY 22/23
Police	1411	1	Media & Community Relations Coordinator	FY 22/23
Police	1411	1	Police Officer	FY 22/23
Police	1411	1	Police Officer	FY 23/24
Community Development	4014	1	Building Safety Technician	FY 22/23
Public Works	4443	1	Solid Waste Operator	FY 23/24
Public Works	4444	1	Solid Waste Operator	FY 23/24
Public Works	4445	1	Solid Waste Operator	FY 23/24
Public Works	4333	1	FOG Waste Inspector	FY 23/24
	Total	**10**		

Budget Conclusion

The City is entering this upcoming two-year budget in a good financial position due to seeing higher than normal growth over the last couple of years and continuing to adhere to the fiscally sound policies that are in place. While revenue forecasts are showing growth in all categories, we must recognize that other foreign and domestic factors (i.e. inflation, housing prices, supply chain disruptions, etc.) could negatively impact the growth and expansion of our local economy. The City should continue to be conservative with the significant rise in costs for goods and services. We will continue to monitor the City finances closely and will return to Council with amendments as needs and resources are identified.

Fiscal Impact:
None

Prior Council Action: Council conducted work sessions at all meetings in February and March 2022 to review Capital Project's. May 2 and 15th the proposed budget was presented for FY 2022/23 & 2023/24.

Other: None

Alternatives: None

Recommended Motion (and Alternative Motions if expected):
I move that the City Council on June 20, 2022:

- Conduct a required budget public hearing;
- Adopt the City Fiscal Year 2022/23 and 2023/24 Budgets

Environmental Assessment Status: N/A

CEQA Review: N/A

Attachments: Budget Resolution 2022-43

CITY OF VISALIA RESOLUTION NO. 2022-43

RESOLUTION OF THE CITY COUNCIL OF THE CITY OF VISALIA ADOPTING THE APPROPRIATION LEVELS FOR ALL FUNDS FOR FISCAL YEARS 2022-23 AND 2023-24 AND RE-APPROPRIATING CERTAIN CAPITAL PROJECTS AND OPERATING FUNDS WHICH DO NOT MEET THE CRITERIA TO BE ENCUMBERED OR DESIGNATED FROM PRIOR YEARS

WHEREAS, the Visalia City Council held a public hearing on June 20, 2022 on the proposed multi-year budget for the City of Visalia for the 2022-23 and 2023-24 fiscal years, and

WHEREAS, the re-appropriation of certain capital projects and operating funds that are encumbered or designated from prior years is necessary, and

WHEREAS, authorization from City Council is necessary for:

1. The City Manager to transfer appropriations within fund budgets including salary and capital accounts and staff levels, provided, however, that the total appropriations are not increased thereby.

2. The Finance Director to transfer appropriations among the items within departmental budgets, except for salary and capital accounts.

3. Staff to transfer or lend monies from one fund to another as specified in the budget document

WHEREAS, the approval of the Capital Improvement Program for 2022-23 and 2023-24 and in concept out to 2027-28, as part of the 2022-23/2023-2 multi-year budget is necessary.

NOW, THEREFORE BE IT RESOLVED by the City Council of the City of Visalia that the budget for the 2022-23 fiscal year totaling $261,253,390 and for the 2023-24 fiscal year totaling $270,895,300 be approved.

BE IT FURTHER RESOLVED THAT:

1. The City Manager is authorized to transfer appropriations within fund budgets including salary and capital accounts and staff levels, provided, however, that the total appropriations are not increased thereby.

2. The Finance Director is authorized to transfer appropriations among the items within departmental budgets, except for salary and capital accounts.

3. Staff is authorized to transfer or lend monies from one fund to another as specified in the budget document.

BE IT FURTHER RESOLVED by the City Council of the City of Visalia that for all funds, for capital projects and/or operating funds that are encumbered or designated from prior years, be re-appropriated, and

BE IT FURTHER RESOLVED by the City Council of the City of Visalia that any currently active capital projects and operating funds that do not meet the criteria to be encumbered or designated, be re-appropriated.

Visalia City Council

Staff Report

Visalia City Council
707 W. Acequia
Visalia, CA 93291

File #: 22-0246 **Agenda Date:** 6/20/2022 **Agenda #:** 4.

Agenda Item Wording:
Authorization to allow the City of Visalia to place the item contested during the June 6, 2022 public hearing on the Miscellaneous Special Assessments on the Tulare County secured property tax roll.
Deadline for Action: 6/20/2022

Submitting Department: Finance and Technology Services

Contact Name and Phone Number: Ruth Pena, 713-4327

Department Recommendation:
After holding a Public Hearing on June 6, 2022 it is recommended that the contested item be placed on the Miscellaneous Special Assessments of the Tulare County secured property tax roll for collection.

Background Discussion:
Summary: During the Public Hearing held on June 6, 2022, one property owner objected to a lien being placed on their property. Staff was directed to reexamine the assessment further and to return with a recommendation.

The contested item is being recommended to be placed on the Miscellaneous Special Assessments of the Tulare County secured property tax roll for collection.

Background Discussion:

In general, the current process of holding a public hearing for determining whether to place certain assessments, fines and delinquent costs on the tax roll is a limited process. The only issue to be determined by the Council is whether the assessment or fine is owed and the code procedure followed, not whether the assessment or fine was properly assessed in the first instance. In all cases, an administrative appeal hearing process has been provided to determine the substance of the issue, and there is no further appeal to the City Council.

Pursuant to Visalia Municipal Code Sections 15.44.040 and 8.40.060, administrative costs associated with overseeing the abatement of the conditions constituting a public nuisance (including the cost of inspections) may be assessed and made a lien on the real property where the public nuisance exists or existed.

The City has put in place an administrative enforcement procedure (Visalia Municipal Code Chapter 1.13) that allows property owners to appeal both the determination that a nuisance exists as well as the assessment of inspection fees through an administrative process, culminating in a hearing before an Administrative Hearing Officer, which results in a final Administrative Enforcement Order. Under this process, if the appellant disagrees with the Hearing Officer's decision, the appellant has 90 days to appeal the decision to the Superior Court - there is no appeal to the City Council.

Only after all administrative and court appeals periods have expired is the City authorized to place unpaid fines and abatement fees (including inspection fees) on the Tulare County property tax roll for collection.

Following this process, the Finance Department presented Council with a resolution on June 6, 2022, to place unpaid fees on the Tulare County property tax roll for collection. All these fees are from cases for which the property owner has not appealed within the statutory time frame.

During the Public Hearing on June 6, 2022, one property owner objected to a lien being placed on their property. The contested item is being recommended to be placed on the Miscellaneous Special Assessments of the Tulare County secured property tax roll for collection.

Item Recommended to Place on Tax Roll (1):

1.	Property Owner:	Agapito Garza
	Property Address:	1849 N. Bridge St.
	APN:	091-121-012
	Lien Amount:	$440.00

It has been determined that the property owner was given the proper notification and policies and procedures were followed. It is recommended that the lien amount of $440.00 be placed as a tax lien on the property. Attachment 2 provides additional information on the property and details of the procedures that were followed.

Fiscal Impact:
Without placement on the Tax Roll, these charges for services are unlikely to be recovered.

Prior Council Action: City Council Public Hearing on June 6, 2022.

Other: N/A

Alternatives: Do not authorize the Finance Department to place parcel 091-121-01 on the Miscellaneous Special Assessment of the Tulare County secured tax roll.

Recommended Motion (and Alternative Motions if expected):
Adoption of Resolution 2022-___ that allows the City of Visalia to place the assessment for parcel 091-121-012 on the miscellaneous assessments of the Tulare County secured tax roll for collection.

Environmental Assessment Status: N/A

CEQA Review: N/A

Attachments: Attachment 1: Resolution No. 2022- Attachment 2: 091-121-012 (1849 N. Bridge St.)

ATTACHMENT 1

RESOLUTION NO. 2022-

A RESOLUTION OF THE CITY COUNCIL OF THE CITY OF VISALIA CERTIFYING TO THE COUNTY THE VALIDITY OF THE LEGAL PROCESS USED TO PLACE MISCELLANEOUS SPECIAL ASSESSMENTS ON THE SECURED TAX ROLL

WHEREAS, Sections 38771-38775 of the Government Code authorizes cities to declare what constitutes a nuisance, establish a procedure for the abatement of a nuisance, and make the cost of abatement of a nuisance a special assessment against the parcel; and

WHEREAS, the written notices have been mailed to all delinquent accounts, and the required public hearing has been held as specified by the Visalia Ordinance Code; and

WHEREAS, a public hearing was held on June 6, 2022; and

WHEREAS, the City is placing miscellaneous special assessments on the Tulare County secured property tax roll for collection; and

WHEREAS, the City has complied with all laws pertaining to the levy of the special assessments to be collected; and

WHEREAS, the matter of the outstanding code enforcement fees, with Agapito Garza, 1849 N. Bridge St., 091-121-012, $440.00, has been confirmed to be correct, and the fee assessment is recommended to be placed on the tax roll for collection.

NOW, THEREFORE, BE IT RESOLVED by the City Council of the City of Visalia that the following items be added to the certified list of Miscellaneous Special Assessments, and direct the Finance Director to give the updated list to the Tulare County Auditor for placement on the secured tax roll for collection:

1. The outstanding code enforcement assessment,
   Agapito Garza, 1849 N. Bridge St., 091-121-012, $440.00

PASSED AND ADOPTED:

STATE OF CALIFORNIA)
COUNTY OF TULARE) ss.
CITY OF VISALIA

ATTACHMENT 2

1849 N. Bridge St.

Property Owner:	Agapito Garza
APN:	091-121-012
Lien Amount:	$440.00

November 16, 2021

Cite number AC02114 for $400.00 was issued for failure to restrain and license required. Two pit bulls were running at large- tan male and black and white female pit bulls. The citation was posted on the property with US mail to follow.

November 23, 2021

The pink copy of the citation that was posted on the property was returned to us via US mail service. Mailed back to Mr. Garza certified mail.

November 30, 2021

Mr. Garza called at 9:07am to let us know this address is now his rental property and that he would call us back with tenant information which would allow us to amend citation AC02115.

December 1, 2021

Mr. Garza called with tenant's name only. He did not include a phone number. He was informed that we would mail a copy of the amendment to him and his renter. He indicated that he had already given a copy of the citation to the tenant. Mr. Garza was informed that if there is no compliance from the tenant, that ultimately, he would be responsible. He requested City of Visalia code that outlined this policy.

January 1, 2022

Tenant at the mentioned address has not contacted us to license the pets at the residence, therefore, leaving the cite under Mr. Garza's name. We previously explained this to him.

January 5, 2022

Per Tracy Robertshaw, citation should remain under Mr. Garza's name for tax roll purposes.

January 19, 2022

Mr. Garza called upset. We requested that he ask his tenant to license their pets. He mentioned a conversation from November when a staff indicated that the citation would be amended, however reminded him that it was contingent upon the tenant licensing the pets. The tenant did not comply for the duration of the stay at the residence.

January 20, 2022

Mailed Mr. Garza a copy of the ordinance – Chapter 1.13 Administrative Code Enforcement Procedures and Penalties.

February 8, 2022

Copy of the ordinance that was mailed was returned on Friday, February 4th. Resent ordinance to Tulare Ave. address.

April 5, 2022

AGAPITO GARZA
1837 E TULARE
VISALIA CA 93292

OWNER NOTICE OF PUBLIC HEARING

A public hearing has been set for **Monday, June 6, 2022 at 7:00 PM**. The meeting is to be held at the City of Visalia Council Chambers located at 707 W. Acequia Ave. in Visalia, California for the purpose of placing the delinquent animal services charges on the tax roll for the 22/23 tax year.

Our records indicate a delinquent balance for animal services charges as shown below. If you wish to pay the balance prior to it being placed on the tax roll you must do so **NO LATER THAN: TUESDAY, MAY 31, 2022**. If your payment is not received by this date, we will continue with the tax roll process of your past due balance. Also, a 10% Administrative Fee will be added to your balance.

Payments can be made by:

- **US MAIL – City of Visalia ATTN: Animal Services 29016 Highway 99 Visalia CA 93277**
  Walk in Hours Tuesday – Saturday 12:00pm-4:00pm
- **Over the phone with a Visa or Master card (559)713-4700**
  Tuesday – Saturday 8:00am-4:00pm
- **Email: licensing.animalcontrol@visalia.city**
- **Drop box conveniently placed outside facility doors.**
  (NO CASH)

APN No.	Site Address	Account No.	Amount Due
091-121-012	1837 E TULARE	T19636	$400.00

If you have any questions regarding these charges please contact Animal Services at (559)713-4700.

Visalia City Council

Staff Report

File #: 22-0075 **Agenda Date:** 6/20/2022 **Agenda #:** 5.

Agenda Item Wording:
Public Hearing and adoption of resolution 2022-30 to authorize proposed new fees, increases, and adjustments to the City's Rates and Fees schedule for Fiscal Year 2022-23.
Deadline for Action: 6/20/2022

Submitting Department: Finance and Technology Services

Contact Name and Phone Number: Kari Williams 559-713-4298

Department Recommendation:

- **Department Recommendation:** That the City Council conduct a Public Hearing to receive public testimony on additions/changes/deletions to the City's Rates and Fees Schedule.
- Adopt Resolution 2022-30 to amend the City's fee document for the FY 2022-23; and
- Take action on specific fees, if Council desires, such as:
  - Fees increased by CPI;
  - Fees increased by ENRCCI; and/or
  - Individual fees

Background Discussion:
Proposed new fees, increases, and adjustments to the fees include, but are not limited to, the following services: geographic informational systems, business tax, public safety, airport, transit, building safety, community development, engineering, code enforcement, impact fees, parks and recreation, and public works.

Annually all Fees are recommended for cost-of-living adjustments for the next fiscal year. City ordinances limit annual Impact fee and Business Tax adjustments to specific CPI indexes. Annual inflationary adjustments help Departments cover costs and lessen the burden on the General Fund so that the fund will be available to cover critical operations including Public Safety.

Parks and Recreation is not increasing fees at this time as Staff is currently taking a closer look at the fee structure, analyzing the current fees, and reworking the detail and justification. Staff will bring back to Council the updated fees and Policy and Procedures within the next two months.

For a sixth consecutive year, the Building Safety division has reviewed and completed an analysis of its fees and is not recommending a fee increase for permit fees for FY 22-23 as the Building Safety Division continues to maintain a positive fund balance. The Building Safety division has recently hired a Building Official that will oversee the division. With the hire of a new Building Official, the division will now look to issue an RFP/RFQ for a consultant to conduct a comprehensive fee study. The comprehensive fee study will evaluate the current fee structure and determine if adjustments to the rates and fees are necessary. Any study will be done in coordination with the development community to determine which permit fees can be consolidated, removed, edited, etc..

For all other fees, staff requests that Council adopt the adjustments after taking input at the Public Hearing.

Fee increases are mainly based on established indexes, such as the Consumer Price Index (CPI). The City uses the California Consumer Price Index for All Urban Consumers (CCPI-U) as the basis for most fee adjustments. Impact Fees are required by City ordinance to use a building industry CPI index known as the Engineering News Record Construction Cost Index (ENRCCI). In a like manner, City ordinance dictates the Business Tax will be adjusted by the CPI using the US City Average for All Items (USCPI-U) using the average for the last 3 years. Both Impact Fees and Business Taxes are adjusted annually as directed by ordinance. Each Index and the fee effective date are listed in Table 1: Index Period Changes.

Table I

Proposed Index Period Changes

CPI Time Period	Rate Effective Date	FY 22-23 Rate	Fee
C.C.P.I. - U.			
Jan. - Dec. 2021	Jul 1, 2022	4.23%	All Other Fees
E.N.R.C.C.I.			
May 2021 - Apr. 2022	Aug 20, 2022	13.82%	Impact Fees
U.S.C.P.I. - U.			
Jan. - Dec. 2021		4.70%	
Jan. - Dec. 2020		1.23%	
Jan. - Dec. 2019		1.81%	
Three Year Average	Jul 1, 2022	2.58%	Business Tax Fees

Fiscal Impact:

Proposed increases of various City rates and fees will help Departments cover costs and lessen the impact on the General Fund.

Prior Council Action: Council reviewed and discussed new fees and adjustments to the Rates and Fees on June 6, 2022.

Other: Committee/Commission Review and Action: The following committees and commissions have reviewed the proposed rate and fee adjustments and recommend to City Council adoption of the adjustments to the City's Rates and Fees for Fiscal Year 2022-23. The Transit Advisory Committee met on April 20, 2022 and reviewed and approved the Transit Fees. The Planning Commission met on April 11, 2022 and they reviewed and recommended the proposed changes to the Planning fees. The CAC met on June 1, 2022 where they reviewed and recommended the proposed Rates and Fees Schedule for Fiscal Year 2022-23.

Alternatives: Partially amend or do not amend the proposed fees.

Recommended Motion (and Alternative Motions if expected):

Move to Adopt Resolution 2022-30 to amend the City's Fee document for Fiscal Year 2022-23; with, as needed, changes to reflect specific Council desires that may vary from, or not be included in, the staff

recommendation.

Environmental Assessment Status: N/A

CEQA Review: N/A

Attachments:
A) Resolution #2022-30
B) Rates and Fees Document
C) June 6, 2022 Agenda Item

ATTACHMENT A

RESOLUTION NO. 2022-30

A RESOLUTION OF THE COUNCIL OF THE CITY OF VISALIA, APPROVING THE NEW FEES AND FEE INCREASES AND DECREASES TO AMEND THE CITY'S RATES AND FEES FOR THE FISCAL YEAR 2022-23.

WHEREAS, the adjustments to the City's Rates and Fees include, but are not limited to the following charges: city-wide administrative services, general government services, community development services, public safety services, public works services, engineering and transportation services, airport, convention center, solid waste collection, sewer and wastewater services, storm, transit, golf course, animal services, special assessment district services, business tax, and all impact fees (fire protection facilities, police facilities, northeast area development, park and acquisition and development, treatment plant connection, trunk line connection, storm drainage, transportation, waterways acquisition and parking in lieu); and

WHEREAS, Resolution No. 92-123 established a policy and procedure for the annual review and approval of the City fees and charges which is compiled in a document entitled: *City of Visalia Administrative Policy on Fees and Charges*; and

WHEREAS, the City of Visalia has complied with its fee adjustment policy and procedures, its ordinances related to fee adjustment, the California Constitution, and California statutes relating to the adoption and amendment of fees and charges; and

WHEREAS, the fees and charges related to ministerial projects are statutorily exempt from the provisions of the California Environmental Quality Act pursuant to CEQA Guidelines section 15268; and

WHEREAS, the rates, tolls, fares, and charges related to impact and connection fees are statutorily exempt from the provisions of the California Environmental Quality Act pursuant to CEQA Guidelines section 15273 as same are adopted and adjusted to meet operating expenses, purchase or lease supplies, to meet financial reserve requirements, and in furtherance of capital projects necessary to maintain services provided by the City; and

WHEREAS, adoption of the Transportation Impact Fees, Storm Drainage Impact Fees, Park Acquisition & Development Fees, Northeast Development Impact Fees, Waterways Acquisition Fees, Trunk Line Capacity Charge, Treatment Plant Connection Capacity Charges and Sewer Main Facilities Charges are consistent with, and addressed in, the individual master plans and General Plan elements, and their respective environmental documents in accordance with CEQA as follows:

a) Transportation Impact Fee - 1989 Circulation Element and Environmental Impact Report (EIR) (Resolution No. 89-63);
b) Storm Drainage Impact Fee - 1994 Storm Water Master Plan Update and EIR (Resolution No. 94-170);
c) Park Acquisition & Development Fee, and Waterways Acquisition Fee - 1989 Conservation, Open Space, Recreation & Parks and Negative Declaration (Resolution Nos. 89-59 & 97-10);

d) Northeast Development Impact Fee - 1988 Northeast Specific Plan and EIR (Resolution No. 88-19);
e) Waterways Acquisition Fees – General Plan Amendment No. 96-28 (Resolution No. 97-10);
f) Trunk Line Capacity Charge – Sanitary Sewer Master Plan and EIR (Resolution No. 94-64 & 94-65);
g) Treatment Plant Connection Capacity Charges and Sewer Main Facilities Charges – 1987 Wastewater Treatment Plant Master Plan and EIR (Resolution No. 92-157).

WHEREAS, the Charter of the City of Visalia authorizes the imposition and adjustment of fees for city services including city-wide administrative services, general governmental services, community development services, community services, public safety services, public works services and engineering and transportation services, and directs the City Council to establish fees by resolution to provide for their adjustment; and

WHEREAS, Visalia Municipal Code ("VMC") section 8.28.140, authorizes the imposition of refuse fees and directs the City Council to establish fees by resolution to provide the sum of money necessary to pay the estimated total cost based on findings enumerated in the Code; and

WHEREAS, VMC section 8.28.020 permits the revisions to fees and charges for refuse service by City Council; and

WHEREAS, VMC section 13.04.020, authorizes all laws and ordinances of the City shall be applicable to Visalia Municipal Airport; and

WHEREAS, VMC section 16.44.060, et seq., authorizes the imposition of transportation impact fees and directs the City Council to establish fees by resolution to provide the sum of money necessary to pay the estimated total cost based on findings enumerated in the Code; and

WHEREAS, VMC section 16.44.070 permits the adjustment of adopted fee resolutions annually subject to the current Engineering News Record Construction Cost Index (ENRCCI) or, alternatively, if such index adjustment is insufficient to meet the actual costs of planned facilities, the City Engineer may compute a new schedule of fees for adoption; and

WHEREAS, VMC section 16.40.010, et seq., authorizes the imposition of drainage impact fees and directs the City Council to establish fees by resolution to provide the sum of money necessary to pay the estimated total cost based on findings enumerated in the Code; and

WHEREAS, VMC section 16.40.030 permits the adjustment of adopted fee resolutions annually subject to the current Engineering News Record Construction Cost Index (ENRCCI) or, alternatively, if such index adjustment is insufficient to meet the actual costs of planned facilities, the City Engineer may compute a new schedule of fees for adoption; and

WHEREAS, VMC section 12.36.010, et seq., authorizes the imposition of park and recreation acquisition and development impact fees by resolution to provide the sum of money necessary to pay the estimated total cost based on findings enumerated in the Code; and

WHEREAS, VMC section 12.36.060 permits the adjustment of adopted fee resolutions annually subject to the current Engineering News Record Construction Cost Index (ENRCCI) or,

alternatively, if such index adjustment is insufficient to meet the actual costs of acquisition and development of planned facilities, the City Engineer may compute a new schedule of fees for adoption; and

WHERAS, VMC section 16.48.030, et seq., authorizes the imposition of fire protection facilities and police facilities by resolution to pay for the capital costs of fire protection and police facilities reasonably related to the needs of new development in the City; and

WHEREAS, VMC section 16.48.040, et seq., permits the adjustment of adopted fee resolutions annually subject to the current Engineering News Record Construction Cost Index (ENRCCI); and

WHEREAS, VMC section 13.08.750, et seq., authorizes the imposition of treatment plant connection charges by resolution for connection to the sanitary sewer system and provides that review and amendment of such fees may be initiated by the Council from time to time as necessary to meet increasing costs or changed conditions of providing trunk sewer or oversize service and adjusted by resolution; and

WHEREAS, VMC section 13.08.840, authorizes by resolution of the City Council the imposition of sewer service charges and any required adjustments also to be set by resolution of the City Council; and

WHEREAS, the sewer connection, water connection, and capacity charges identified above are being adjusted in accordance with Government Code section 66013 such that such fees and charges do not exceed the estimated reasonable cost of providing the services for which the fee or charge is imposed; and

WHEREAS, in compliance with California Government Code Section 66016, et seq., notice of the time and place for the hearing on adjustment of the fees outlined herein has been given; and

WHEREAS, the City Council of the City of Visalia has reviewed the proposed City of Visalia Rates and Fees proposal for Fiscal Year 2022-23 regarding the adjustments to the City's Rates and Fees Schedule for the fees and charges enumerated therein; and

WHEREAS, the City Council of the City of Visalia did conduct a public hearing on the proposed 2022-23 Rates and Fees Schedule on June 20, 2022.

NOW, THEREFORE, the City Council of the City of Visalia finds:

1. The fee and charge adjustments proposed herein comply with the *City of Visalia Administrative Policy on Fees and Charges*; or
2. The fee and charge adjustments proposed herein comply with the adjustment requirements required by the authorizing ordinances; or
3. The fee and charge adjustments proposed comply with the increase requirements contained in Government Code section 66016, et seq.
4. The fees and charge adjustments are statutorily exempt from the California Environmental Quality Act either as fees and charges related to ministerial projects or that meeting operating expenses, financial reserve needs, further capital projects for services, or the purchasing or leasing of supplies; and
5. The findings required by authorizing ordinances enumerated herein to adopt fees have been made as a part of the respective original adopting resolutions of the Council.

6. Adoption of the Transportation Impact Fees, Storm Drainage Impact Fees, Park Acquisition and Development Fees, Northeast Development Impact Fees, Waterways Acquisition Fees, Trunk Line Capacity Charge, Treatment Plant Connection Capacity Charges and Sewer Main Facilities Charges are consistent with, and addressed in, the individual master plans and General Plan elements, and their respective environmental documents in accordance with CEQA as outlined herein.

NOW, THEREFORE, BE IT RESOLVED, that the City Council of the City of Visalia adopts the adjustment of the Rates and Fees for the Fiscal Year 2022-23. Unless otherwise indicated in the Rates & Fees document (attached hereto as Attachment "A"), these rates and fees go into effect on July 1, 2022. Impact fees shall not be effective until 60 days after the adoption thereof (August 20, 2022).

PASSED AND ADOPTED: June 20, 2022 LESLIE CAVIGLIA, CITY CLERK

STATE OF CALIFORNIA)
COUNTY OF TULARE) ss.
CITY OF VISALIA)

I, Leslie Caviglia, City Clerk of the City of Visalia, certify the foregoing is the full and true Resolution 2022-30 passed and adopted by the Council of the City of Visalia at a regular meeting held on June 20, 2022.

Dated: LESLIE CAVIGLIA, CITY CLERK

By Michelle Nicholson, Chief Deputy City Clerk

Visalia City Council

Staff Report

File #: 22-0074 **Agenda Date:** 6/6/2022 **Agenda #:** 2.

Agenda Item Wording:
Receive, review, and discuss proposed new fees, increases and adjustment to the City's Rates and Fees Schedule for Fiscal Year 2022-23.
Deadline for Action: 6/6/2022

Submitting Department: Finance and Technology Services

Contact Name and Phone Number: Kari Williams 559-713-4298

Department Recommendation:
That the City Council receive, review, and discuss the proposed new fees, increases, and adjustments to the City's Rates and Fees Schedule for Fiscal Year 2022-23.

Background Discussion:
Annually all Fees, except Impact Fees and Business Tax, are recommended for annual cost of living adjustments for the next fiscal year. City ordinances limit annual Impact Fee and Business Tax adjustments to specific CPI indices and are adjusted accordingly. Annual inflationary adjustments help Departments cover costs and lessen the burden on the General Fund so that the fund will be available to cover critical operations including public safety.

There will be two meetings to review the Rates and Fees for Fiscal Year 2022-23. The first meeting, on June 6, is for presentation and discussion only - to receive, review, and discuss the proposed changes to the City's Rates and Fees Schedule. The second meeting, on June 20, is to conduct a public hearing and take action to adopt the City's Rates and Fees Schedule for Fiscal Year 2022-23. If approved, the effective date is July 1 for all rates and fees, except for Impact Fees which require a 60-day notice, thus making the effective date for these fees August 20, 2022.

Fee increases are mainly based on established indexes, such as the Consumer Price Index (CPI). The City uses the California Consumer Price Index for All Urban Consumers (CCPI-U) as the basis for most fee adjustments. Impact Fees are required by City ordinance to use a building industry CPI index known as the Engineering News Record Construction Cost Index (ENRCCI). In a like manner, City ordinance dictates that the Business Tax will be adjusted by the CPI using the US City Average for all items (USCPI-U) using the average for the last 3 years. Both Impact Fees and Business Taxes are adjusted annually as directed by ordinance. Each Index and the fee effective date are listed in Table 1: Proposed Index Period Changes.

Table I
Proposed Index Period Changes

	CPI Time Period	Rate Effective Date	FY 22-23 Rate	Fee
C.C.P.I. - U.				
	Jan. - Dec. 2021	Jul 1, 2022	4.23%	All Other Fees
E.N.R.C.C.I.				
	May 2021 - Apr. 2022	Aug 20, 2022	13.82%	Impact Fees
U.S.C.P.I. - U.				
	Jan. - Dec. 2021		4.70%	
	Jan. - Dec. 2020		1.23%	
	Jan. - Dec. 2019		1.81%	
	Three Year Average	Jul 1, 2022	2.58%	Business Tax Fees

This report explains in detail the following fee changes:
- New Fees
- Fee Increases Exceeding CPI
- Adjusted Fees
- Existing Fees - Previously Not Listed in the Document
- Deleted Fees

All existing rates and fees that are only increasing by CPI, ENRCCI (Impact Fees), and USCPI-U (Business Taxes) are not listed in the staff report. These rates and fees are listed in the Proposed Rates and Fees Document FY 22-23 which is attached. For comparison purposes, the document includes the current year's rates and fees.

Throughout the Rates and Fees Document there are times where some or all of the departments' Rates and Fees are not increased for specific circumstances and reasons. The following are instances of when rates and fees might not be increased.

- Ordinance and Fees set by other Governmental Agencies - Some fees may require an ordinance change in order to change them as in the case of Code Enforcement Fees. Some fees may be set by other governmental agencies and therefore may not be changed as in the case of some Police Fees and the Passport Application Fee (located in General Government and Finance Fees).
- Legal Requirements (Prop. 218 Fees) - Some fees may require the Department to go through a Prop. 218 notification process before they can be increased as in the case of Solid Waste and Sewer Fees.
- Contracted - Some fees are based on contracted services charged at contracted prices and therefore, are not being increased as in the case of Street Improvement Fees, Banking Fees (return check charge, stop payments), Convention Center Fees (contracted services, catering), and Transit Advertising Fees.
- Minor Administrative Fees - Some fees are for minor administrative tasks that are minimal and/or rarely occur and are therefore not being increased as in the case of copy fees, payroll fees, and report fees.
- Department - Some fees are not being increased due the department s choice. For instance, a department may want to remain competitive within their industry so an increase in fees may be detrimental to their business as in the case of Animal Control Service Fees (licensing, trap rental, impound fees, etc.), Convention Center Fees (equipment rental, parking lot rental, wifi services, etc.), and Airport Fees

(overnight parking, landing fees, gate card replacement, hangar waiting list deposit, and fuel flowage fees).

In addition, a department may be holding off on increasing or changing fees and the basis on which their fees are determined. The Parks and Recreation Department and the Building Safety Division were two such departments that felt they needed such review and therefore have no changes in fees this year.

For Parks and Recreation, staff is currently taking a closer look at the fee structure, analyzing the current fees, and reworking the detail and justification. Staff will bring back to Council the updated fees and Policy and Procedures within the next two months.

For a sixth consecutive year, the Building Safety division has reviewed and completed an analysis of its fees and is not recommending a fee increase for permit fees for FY 22-23 as the Building Safety Division continues to maintain a positive fund balance. The Building Safety division has recently hired a Building Official that will oversee the division. With the hire of a new Building Official, the division will now look to issue an RFP/RFQ for a consultant to conduct a comprehensive fee study. The comprehensive fee study will evaluate the current fee structure and determine if adjustments to the rates and fees are necessary. Any study will be done in coordination with the development community to determine which permit fees can be consolidated, removed, edited, etc..

NEW FEES

The following is a listing of proposed new fees beginning in the upcoming fiscal year, effective July 1, 2022. *Note: The page numbers referenced for each fee refer to the page number in the Proposed Rates & Fees Document, which is attached.*

Fire - (General Fund)

A new fee for **Fire Truck/100 Foot Aerial Ladder** (page 28) has been added. This fee is in addition to the Fire Truck/75 Foot Aerial Ladder already listed in the document and taken directly from the FEMA schedule.

		FY 21-22	FY 22-23
Fire Truck/100 Foot Aerial Ladder (FEMA Schedule)	Per Hour	N/A	$180.49

Police - (General Fund)

New fees for *Retail Firearms Dealer's* **License Application** and **Application Renewal** (page 31) have been added. These two new fees essentially replace the gun dealer permit fee. The application is mandatory for anyone that chooses to operate a retail firearms business in the City of Visalia. The purpose of the Retail Firearms Dealers License Application is to facilitate the Police Department's review to ensure all applicants satisfy the requirements of the City's Zoning Code and provides the Visalia Police Department with the necessary information to identify and address any concerns with the proposed business. The application gathers necessary information from the applicant and their employees and also outlines the forms required from state and federal agencies to ensure that all regulatory entities are involved in the process. Once approved, the permit is valid one year from the date of issuance. A business then must renew annually in order to continue to conduct business. Both fees reflect the direct rate (salary and benefits) and the indirect rate (overhead costs) of 20%.

Retail Firearms Dealer's		FY 21-22	FY 22-23
Licence Application	Per Permit	N/A	$281.00
Renewal Application	Per Permit	N/A	$152.00

FEE INCREASES EXCEEDING CPI

Business Tax - (General Fund)

The annual increases, authorized by City ordinances, are based on the three-year average of the Consumer Price Index for *All Urban Consumers (CPI-U) - U.S. City Average which is 2.58%.* The following **Business Tax Fees** (pages 14-16) have been increased above the CPI due to rounding to the nearest dollar for cash handling purposes. The rate increases range from 2.61% to 2.82% and actual dollar increases range from $2.00 to $16.00.

		FY 21-22	FY 22-23
Fixed Businesses/Services	Per entity, max annual business tax	$422.00	$433.00
Public Dance	Per Day	$71.00	$73.00
Cultural Performance	Per Day	$71.00	$73.00
Cultural Performance	Per Month	$606.00	$622.00
Special Event - Including Carnivals and Circuses	Per Day	$297.00	$305.00
Temporary or Itinerant Businesses	Per Month	$297.00	$305.00
Distribution of printed matter	Per Month	$297.00	$305.00

Enterprise Fees - Convention Center

The following **Convention Center** fees (pages 56-60) have been increased above the CPI due to rounding to the nearest dollar for cash handling purposes. The rate increases range from 4.35% to 6.25% and actual dollar increases range from $0.25 to $5.00.

FACILITY RENTAL:		FY 21-22	FY 22-23
San Joaquin Ballroom A, B, C or D move in/out & turnaround reset	Per Day	$115.00	$120.00
Sequoia A or B or Sierra B move in/out & turnaround reset	Per Day	$115.00	$120.00
Mineral King / Kaweah A or B or Sierra A move in/out & turnaround	Per Day	$85.00	$90.00
EQUIPMENT RENTAL:			
Linen - Tablecloth	Each/Use	$4.00	$4.25
Stage Barricades	Each (4 ft)	$23.00	$24.00

Enterprise Fees - Airport

The **Heavy Appliance Electricity Surcharge** (page 47) has been increased above the CPI due to the fee not being increased the last five years. In order to bring the fee current Staff is proposing to increase the fee by $7.00. This increase includes not only this year's CPI increase but also the missed prior five years of CPI's increases, which is a combined total of 17.77%. This fee is rounded to the nearest dollar for cash handling purposes.

		FY 21-22	FY 22-23
Heavy Appliance Electricity Surcharge	Per Month	$35.00	$42.00

ADJUSTED FEES

The following is a listing of proposed fees where fees have been adjusted by less than the annual CPI, have been reduced or increased to better reflect service and cost, or have increased or decreased based on the City's historical MOU changes.

Administration - General Government and Finance (General Fund)

The fee for **Passport Application - Overnight Postage Fee** (page 11) is a fee that is set by the U.S. Department of State and was increased January 10, 2022. Customers who wish to rush delivery for their passport application may select the overnight postage. This fee is set by the U.S. Department of State to

cover costs only and is based on the customer choice. This fee is not retained by the City but is a pass-through fee. Currently the City has this service suspended.

		FY 21-22	FY 22-23
Passport Application - Overnight Postage Fee	Per Request	$17.56	$18.32

Community Development - Planning (General Fund)

The following **Home Occupation Permit Fees** (page 19) have been decreased from $34.00 to $33.00 and from $17.00 to $16.00 due to a reduction in the indirect rate (overhead costs) calculation. These fees are based on actual cost of salary & benefits and overhead.

		FY 21-22	FY 22-23
Home Occupation Permit	Home Occupation Permit-new	$34.00	$33.00
	Home Occupation Permit-change of location	$17.00	$16.00

Public Works - Grading Plan Check Fees (General Fund)

The following **Grading Permit Fees** (page 22) have been adjusted to realign the fees to better reflect more accurately the amount of staff time needed to perform grading inspections. Fee for 1 to 100 cubic yards is being increased from $77.00 to $81.00 using the fee for an Engineer Construction Inspector (rounding to the dollar) as included in the Engineering Rates and Fees shown under Special Services. As determined in fiscal year 2021-22, staff has estimated it takes a minimum of 1-hour for an Engineer Construction Inspector to perform an inspection ranging from 1 to 100 cubic yards.

The incremental amount charged for a permit ranging from **101 to 1,000 cubic yards** increased to reflect the actual cost of additional staff time to perform the inspection. The incremental amount charged for each additional 100 cubic yards increased from $19.00 to $20.00. The $20.00 charge for each additional 100 cubic yards is calculated based on that it takes approximately 15 minutes of inspection time for each additional 100 cubic yards.

The incremental amount charged for each additional 1,000 cubic yards for a permit ranging from **1,001 to 10,000 cubic yards** increased from $26.00 to $27.00. The $27.00 was calculated based on an inspection rate of 1.25 hours per day required for a typical grading production rate of 2,000 cubic yards per day equating to an estimated 5-day inspection period for a grading permit consisting of 10,000 cubic yards.

The incremental amount charged for each additional 10,000 cubic yards for a permit ranging from **10,001 to 100,000 cubic yards and for 100,001or more cubic yards** increased from $203.00 to $214.00. The $214.00 was calculated based on an inspection rate of 1.5 hours per day required for a grading production rate of 5,000 cubic yards per day equating to an estimated 20-working days inspection period for a grading permit of 100,000 cubic yards. The incremental charge thereafter for each additional 10,000 cubic yards will be $214.00.

Grading Permit Fees:		FY 21-22	FY 22-23
1 to 100 cubic yards (0.76 to 76.5 m3)	for the first 1-100 cubic yards (76.5 m3)	$77.00	$81.00
101 to 1,000 cubic yards (77.2 to 764.6 m3)	for the first 100 cubic yards (76.5 m3), plus $20.00 for each additional 100 cubic yards (76.5 m3) or fraction thereof.	$77.00	$81.00
1,001 to 10,000 cubic yards (765.3 to 7645.5 m3)	for the first 1,000 cubic yards (764.6 m3), plus $27.00 for each additional 1,000 cubic yards (764.6 m3) or fraction thereof.	$248.00	$261.00
10,001 to 100,000 cubic yards (7646.3 to 76 455 m3)	for the first 10,000 cubic yards (7645.5 m3), plus $214.00 for each additional 10,000 cubic yards (7645.5 m3) or fraction thereof.	$482.00	$504.00
100,001 cubic yards (76 456 m3) or more	for the first 100,000 cubic yards (76 455 m3), plus $214.00 for each additional 10,000 cubic yards (7645.5 m3) or fraction thereof.	$2,309.00	$2,430.00

Enterprise Fees - Animal Services (Animal Control Fund)

The **Rabies, DHPP/FVRCP, and Bordatella Vaccinations** (page 12) have been adjusted to better reflect the cost of service. There has been an increase in pricing from the vendor suppling the vaccinations to the City.

	FY 21-22	FY 22-23
Rabies Vaccination	$15.00	$16.00
DHPP/FVRCP Vaccination	$15.00	$16.00
Bordatella Vaccination	$15.00	$16.00

Enterprise Fees - Building Safety Fund

The fees for plan check and inspection of **New Commercial-Shell and Shell with Interior Improvements** (page 50) have been adjusted to create a proportionate scaling fee reflective to cost of service. Scaling for plan check over 100,001 square feet decreased from $0.05 per square foot to $0.03 per square foot for new commercial-shell and $0.12 per square foot to $0.07 per square foot for new commercial-shell with interior improvements. Scaling for inspection fees over 100,001 square feet decreased from $0.10 per square foot to $0.05 per square feet for new commercial-shell. The fees for fire plan check and inspection of **Fire & Hood Suppression/Alarm System/Detection System** (page 50) has been adjusted to create a proportionate scaling fee reflective to cost of service. Scaling for fire plan check, and inspection fees over 100,001 square feet decreased from $0.02 per square foot to $0.01 per square foot and inspection fees decreased from $0.05 per square foot to $0.04 per square foot.

	FY 21-22	FY 22-23
New Commercial - Shell (includes corporate airport hangar) Over 100,001 sq. ft		
Plan Check Fee	0.05	0.03
Inspection Fee	0.10	0.05
New Commercial-Shell with Interior Improvements (includes Hotels/Motels/Asst. Living) Over 100,001 sq. ft		
Plan Check Fee	0.12	0.07
Fire & Hood Suppression/Alarm System/Detection System Over 100,001 sq. ft		
Fire Plan Check Fee	0.02	0.01
Inspection Fee	0.05	0.04

Enterprise Fees - Solid Waste

The *Replacement of Damaged/Burnt Bins* for **1, 2, 3, 4, and 6 yard bins** have been adjusted to reflect the actual replacement cost to the City.

Replacement of Damaged/Burnt Bins		FY21-22	FY 22-23
1 yard bin	Per Bin	$592.00	$812.00
2 yard bin	Per Bin	$709.00	$768.00
3 yard bin	Per Bin	$717.00	$891.00
4 yard bin	Per Bin	$792.00	$1,063.00
6 yard bin	Per Bin	$868.00	$1,500.00

Planning - (General Fund)

Special Service Fee has been adjusted to include the Direct Rate (Salary & Benefits) and the Indirect Rate for the per hour calculation to be charged for Special Services . These fees are for requested work above and beyond the normal planning services provided for strategic planning and development review services as part of the standard project review and inspection.

Special Services Fee/Inspections	FY 22-23
Direct Rate (Salary& Benefits) and Indirect Rate	Per Hour

Bargaining Unit MOU Changes - The following hourly rates are associated with a specific job position and have been adjusted based on historical salary and benefit increases and budget assumptions for the next budget year.

Community Development - Engineering (General Fund)

The fees for **Sr. Civil Engineer, Land Surveyor, Civil Engineer, Associate Engineer, Assistant Engineer, Sr. Engineering Technician, Engineer Construction Inspector, and Inspector Overtime** (page 21) have been adjusted to reflect the direct rate (salary and benefits) and the indirect rate (overhead costs) of 32.50%. The indirect rate fluctuates from year to year and is approved by the cognizant agency (CalTrans) in 2021. The indirect rate is derived from the Cost Allocation Plan which is calculated every year and is based on actual expenses from the prior two years.

		FY 21-22	FY 22-23
Sr Civil Engineer	Per Hour	$105.50	$111.60
Land Surveyor	Per Hour	$105.50	$112.90
Civil Engineer	Per Hour	$96.50	$101.90
Associate Engineer	Per Hour	$92.40	$95.75
Assistant Engineer	Per Hour	$83.20	$90.90
Sr. Engineering Technician	Per Hour	$68.55	$72.00
Engineer Construction Inspector	Per Hour	$77.05	$81.25
Inspector OT (2 hr min.)	Per Hour	$115.60	$121.85

Fire - (General Fund)

The **Weed Abatement Administrative Fee** (page 28) and the **Declaration of Public Nuisance Fee** (page 28) were both increased from $85.25 to $90.65 to reflect the hourly rate of an inspector. These fees have been adjust to reflect the direct rate (salary and benefits) and the indirect rate (overhead costs) of 27.2%. The **Declaration of Public Nuisance Fee - Includes 3 Hours** (page 28) was increased from $255.75 to $271.95 to reflect 3 hours at the hourly rate of an inspector ($90.65). This fee reflects the direct rate (salary and benefits) and the indirect rate (overhead costs) of 27.2%.

		FY 21-22	FY 22-23
Weed Abatement (Administrative Fee)	Per Hour	$85.25	$90.65
Declaration of Public Nuisance-Each Add Hr	Per Hour	$85.25	$90.65
Declaration of Public Nuisance-3 Hrs	Per Nuisance	$255.75	$271.95

Exhibits and Trade Shows Fee (page 30) and **Open Burning Fee** (page 30) are increasing from $170.50 to $181.30 per event, which represents two hours of a Fire Prevention Officers time. **Temporary Membrane Structures or Tents Fee** (page 30) is increasing from $127.88 to $135.98 per event to help recover costs associated with reviewing permits and performing inspections at events where Temporary Membrane Structures and Tents are used. A Temporary Membrane Structure or Tent inspection takes approximately half an hour to review and process and on average an hour of inspection time. Temporary Membrane Structures or Tents are over 400 square feet and larger. Inspections can include, but are not limited to, anchoring, tie downs, exits, heating, cooling gas lines, power, and generators. These fees reflect the direct rate (salary and benefits) and the indirect rate (overhead costs) of 27.2%.

		FY 21-22	FY 22-23
Exhibits and Trade Shows	Per Event	$170.50	$181.30
Open Burning	Per Event	$170.50	$181.30
Temporary Membrane Structures and Tents	Per Event	$127.88	$135.98

Enterprise Fees - Building Safety Fund

Expedited Overtime Inspection Fee (page 53) is for after-hours and weekend building inspections that are currently being offered to the public at a 2-hour minimum rate. This fee reflects the direct rate (salary and benefits) and the indirect rate (overhead costs) of 5.56%. The hourly rate for a Building Safety Inspector is $69.26 per hour; the overtime is calculated at time and a half which is $103.90 per hour.

		FY 21-22	FY 22-23
Expedited Overtime Inspection Fee (two (2) hr minimum)*	Per Hour	$99.40	$103.90
*Availability dependent upon staffing resources			

Enterprise Fees - Solid Waste

Special Haul Service/Special Billing Service, fees for **Full Time Employee Labor** and **Full Time Employee Overtime Labor** (page 69) have been adjusted to reflect the direct rate (salary and benefits). The hourly fee is $53.56, and the overtime rate is calculated at time and a half which is $80.34. The hourly fee of $8.22 for the **Vehicle Time** has been adjusted to reflect the cost calculation for one hour of time based on fuel costs, parts/labor, and depreciation.

Replacement Cost of Miscellaneous Items (Including Staff Time), fees for **Key Replacement and Lock Replacement** (Page 70) have been adjusted to $15.39 and $26.39. Fees reflect a base rate of $2.00 and $13.00 and include a quarter hour of the Full Time Employee Labor fee listed on page 69.

Special Haul Service/Special Billing Service:		FY21-22	FY 22-23
Full Time Employee Labor	Per Hour	$48.92	$53.56
Vehicle Time	Per Hour	$5.66	$8.22
Full Time Employee Overtime Labor	Per Hour	$73.38	$80.34
Replacement Cost of Miscellaneous Items (Including Staff Time):			
Key Replacement	Per Key	$14.23	$15.39
Lock Replacement	Per Lock	$25.23	$26.39

Police - (General Fund)

The **D.U.I. Incident Fees, Towed/Storage or Impound Release Fee, Nuisance Cases and Housing Violations Fee and the Fix it Ticket Internal Processing Fee** (page 31) have been adjusted to better reflect the actual cost. The fees reflect the direct rate (salary and benefits) and the indirect rate (overhead costs) of 20.00%.

		FY 21-22	FY 22-23
D.U.I. Incident (Gov Code 53150-53159)	Per Hr/Per Sergeant	$107.41	$119.72
D.U.I. Incident (Gov Code 53150-53159)	Per Hr/Per Officer	$90.08	$100.93
Towed/Stored or Impound Release Fee (CVC 22850.5 & 14602.6)	Per Vehicle	$141.00	$158.70
Nuisance Cases and Housing Violations (COVMC 15.44.090)	Per Hr/Per Officer	$90.08	$100.93
Fix It Ticket Internal Processing Fee	Per Vehicle	$16.50	$18.80

EXISTING FEES - PREVIOUSLY NOT LISTED IN THE DOCUMENT

Enterprise Fees - Building Safety Fund

The fee for **Fire Damage Report** (page 53) is a current fee charged but not listed in the document.
The process already exists in the Building Safety Division but infrequently used and mirrors that of a Code Compliance Inspection for Residential and/or First-Time Home Buyers. Inspectors conduct an inspection to only complete the damage form and take photographs of fire damaged buildings. All other inspection types would need to be completed under a building permit. The fee is based on the same time spent of a Code Compliance Inspection fee of $209.20.

Other Inspection Fees		FY 21-22	FY 22-23
Fire Damage Report	Each	$209.20	$209.20

Community Development - Engineering (General Fund)

The fees for **Traffic Signal Technician** and **Sr. Traffic Signal Technician** (page 21) are current fees being charged but are not listed in the document. Fees have been adjusted to reflect the direct rate (salary and benefits) and the indirect rate (overhead costs) of 42.04%. The indirect rate fluctuates from year to year and is calculated every year based on actual expenses from the prior two years.

		FY 21-22	FY 22-23
Traffic Signal Technician (Overtime Rate)	Per Hour	$72.12	$107.20
Sr. Traffic Signal Technician (Overtime Rate)	Per Hour	$73.40	$118.70

DELETED FEES

Administration - General Government and Finance (General Fund)

The **Council Chambers Rental** fee is being deleted. This is a not a service available to the general public.

		FY 21-22	FY 22-23
Council Chambers Rental	Per Hour	$40.50	$0.00

Geographic Information System - (General Fund)

The special projects **per hour fee for staff time requested projects** is being deleted. This fee is redundant as the half hour fee is already listed in the document.

		FY 21-22	FY 22-23
Special Projects	Per hour for staff time requested projects	$ 134.20	$0.00

Planning - (General Fund)

The following fees for **Planning** are being deleted due to no longer being needed, applicable or services are available online.

		FY 21-22	FY 22-23
Documents	Per document	$5 to $100 ea	$0.00
Document Retrieval	Per retrieval	$24 to $39	$0.00
Fax - First Page	First Page	$4.00	$0.00
Fax - Add'l Pages	Additional Page	$2.00	$0.00
Planning Commission Agenda	Agenda - mailed (per year)	$39.00	$0.00
Planning Commission Action Agenda	Action Agenda - mailed (per year)	$39.00	$0.00

Police - (General Fund)

The **Gun Dealer Permit** fee is being deleted and replaced with Retail Firearms Dealer's License Application and Renewal Application fees, which are listed in the new fees section of the staff report.

	FY 21-22	FY 22-23
Gun Dealer Permit	$20.94	$0.00

Enterprise Fees - Building Safety Fund

The following fees for **Building Safety** are being deleted due to no longer being needed, applicable, or services are currently done electronically. The **Temporary Sales Office/Model Home/Sales Trailer Deposit** fee is being deleted as the refundable fee has been determined to be unnecessary. This refundable

fee/deposit was being charged as an incentive for homebuilders who had constructed sales offices in their model homes, typically in the garage of the model home, to convert the office back to a garage so that the model home could be sold as a residential home. The fee has been determined to be unnecessary because before a model home can be listed for sale, a final inspection must be done on the model home and permit issued, which would not occur if the office had not been removed and room converted back to a garage. In addition, homebuilders seem to be moving away from on-site sales offices.

		FY 21-22	FY 22-23
Retention of Plans - Document Scanning for all Triplex, Fourplex, Apartments, Condos, Sprinkler Systems and Commercial Permits	Per Page	$1.29	$0.00
Commercial Backflow protection Device Assembly	Each	$313.90	$0.00
Temporary Sales Office / Model Home / Sales Trailer Deposit- refunded after conversion	Each	$2,000.00	$0.00

Enterprise Fees - Convention Center

The following fees for the **Convention Center** are being deleted due to no longer providing the service.

ADMINISTRATIVE SERVICES		FY 21-22	FY 22-23
FAXES – First page	Per page	$ 3.90	$0.00
FAXES – Additional pages	Per page	$ 2.10	$0.00
FAXES – Receiving	Per page	$ 1.50	$0.00
FOOD SERVICES:			
Executive meeting service ($35.00 minimum)	Per person	$4.00	$0.00

Fire - (General Fund)

The following fax fees for **Fire** are being deleted due to no longer providing the service.

		FY 21-22	FY 22-23
Fax - First Page	Per Page	$3.50	$0.00
Fax -Addt'l Pages	Per Page	$1.90	$0.00

ANNUAL ADJUSTMENTS - AUTHORIZED BY ORDINANCE

The following is a listing of proposed fees where fee increases are required by ordinance.

Business Tax

The annual increases are based on the three-year average of the Consumer Price Index for All Urban Consumers (CPI-U) - U.S. City Average as previously approved by Council and authorized by City Ordinance. This adjustment is not subject to Proposition 26 rules as this is an automatic inflationary adjustment and not a new imposition of a tax levy, charge or exaction because a fee is imposed when the governing body approves it, not when the fee takes effect. An inflationary adjustment to a levy, charge or exaction including a fee is merely a fee category set to begin at a certain future effective date. The fee is not considered an increase when it is adjusted for inflation (see Government Code Section 53750(h) (2) (A). **The index applicable to fiscal year 2022-23 is 2.58%. These fees will be in effect on July 1, 2022.**

Impact Fees

The ordinance approved, cost of living increase for impact fees is based upon the Engineering and News Record Construction Cost Index (ENRCCI). **The index applicable to fiscal year 2022-23 is 13.82%. These fees require a sixty day notice and will be in effect on Aug 20, 2022.**

Fiscal Impact:

Proposed increases of various City rates and fees will help Departments cover costs and lessen the impact on the General Fund.

Prior Council Action: Council reviewed and approved new fees and adjustments to the Rates and Fees on June 21, 2021 for FY21-22.

Other: The following committees and commissions have reviewed the proposed rate and fee adjustments and recommend to City Council adoption of the adjustments to the City's Rates and Fees for Fiscal Year 2022-23.

Committee or Commission	Recommended	Fees
• Transit Advisory Committee	April 20, 2022	Transit Fees - recommended
• Planning Commission	April 11, 2022	Planning Fees – recommended
• Citizens Advisory Committee	June 1, 2022	All Fees - recommended

Alternatives: Click or tap here to enter text.

Recommended Motion (and Alternative Motions if expected):
Review and discussion only; Council comments and direction are requested. Action will be taken following the public hearing at the June 20th Council meeting.

Environmental Assessment Status: N/A

CEQA Review: N/A

Attachments: FY 2022-23 Proposed Rates and Fees Document

City of Visalia

Rates

and

Fees

FY 2022-23

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CITY OF VISALIA
RATES AND FEES
ADMINISTRATIVE POLICY AND PROCEDURES

PURPOSE:

The purpose of this policy is to set forth the procedures for the review, revision and approval of the City's rates and fees.

POLICY:

1 It shall be the policy of the City to establish fees and charges for City services, which reimburse the City for the associated services, unless specified otherwise by the City Council.
2 All fees and charges shall be reviewed annualy, or sooner if needed, to insure that they are adequate and correlate with their associated cost.
3 All fees and charges adopted herein shall be superseded by state or federal legal requirements setting fees and charges if at different amounts.

PROCEDURES:

1 Anually Finance shall request City departments to review their rates and fees and propose any adjustments.
2 Upon receipt of the requested adjustments, Finance shall review them to ensure that they comply with the City Council's policy for reimbursement of the associated costs.
3 Upon completion of this review, the proposed new rates and fees shall be reviewed by the appropriate advisory Committee or Commission and forwarded by Finance to the City Manager for final review and approval prior to being submitted to City Council.
4 After review and approval by the City Manager, the new rates and fees shall be identified in the Rates and Fees resolution.
5 The rates and fees shall be used to estimate revenues, for specific City programs, as requested in the proposed upcoming budget.
6 The public hearing on the proposed rates and fees, if required, shall be scheduled at a regular Council meeting.
7. Generally all adjustments to the City's rates and fees are to be considered at one time prior to the review and adoption of the budget. Changes in some rates and fees become effective at a date other than the first day of the new fiscal year. See Effective Date below for detail.
8 Should new services or documents become available during the year, the new rate(s) or fee(s) may be developed and implemented using the same criteria as similar rates or fees. These new items would then be included in the next review, if continued use is anticipated.

CITY OF VISALIA
RATES AND FEES
ADMINISTRATIVE POLICY AND PROCEDURES

BASIS FOR ADJUSTMENTS:

1 Generally most adjustments to rates and fees are based on established annual indexes including the following:

- California Consumer Price Index (CCPI)
- Engineering News Record Construction Costs Index (ENRCCI)
- U.S. Consumer Price Index – Urban Consumers (CPI-U)

2 In addition to these indexes some rates and fees are also adjusted using other basis to determine fees. For example the following basis are also used in limited cases to adjust rates and fees:

- Cost of providing service
- Cost reimbursement
- Survey of fees from surrounding communities
- Special surcharges due to specific costs
- Subsidy by the General Fund
- Rounding

3 Certain rates and fees may not be required to be adjusted. For example if an Enterprise Funds can continue to fund operations without an increase, none will be recommended.

EFFECTIVE DATES:

1. Adjustments to rates and fees generally become effective on the first day of the next fiscal year. (e.g. General Fund and Enterprise Funds).

2. Adjustments to Impact Fees are effective 60 days after the date of the Public Hearing in which the new rates were adopted.

3. In certain circumstances a rate or fee may be brought before Council and adjustments adopted during the fiscal year for immediate change or changes over specified number of years.

City of Visalia
Parks and Recreation Department
Fee Policy

BACKGROUND

The Park and Recreation Department wishes to provide meaningful recreational opportunities to meet the physical, cultural, mental and economic needs of the citizens of Visalia. It is our desire to enhance the quality of life in Visalia by providing open space, recreation facilities and programs for all citizens. Providing an array of quality recreational opportunities is an increasingly complex task due to: (1) demands for new and expanded services, (2) demands to retain older services, (3) increases in operating expenses, and (4) priorities of allocating limited City general fund dollars. Fiscal responsibility mandates the adoption of a sound and consistent fee and charge policy that will guide the generation of revenue to supplement the General Fund's support of park and recreation programs and services.

Fiscal goals of the Parks and Recreation Department include:

- To become less dependent upon tax support from the City and to become more self-sufficient.
- To substantially increase the proportion of the services and operations funded through user fees. The department will make a concerted effort to track its costs for facilities and operations and ensure program costs are better covered by fees charged.
- To view programs and services more as an enterprise. Even though the department is a public agency, the City of Visalia is limited by the funds it can provide for all of its services, let alone those not viewed as essential by many taxpayers.
- In order to continue as a vital, progressive agency in the community, we need to adopt a more entrepreneurial, business-like and fiscally aware approach to our operations.

STATEMENT OF PHILOSOPHY

The philosophy of The City of Visalia, Parks and Recreation Department is to offer year round, diversified Park and Recreation programs and services, at reasonable and equitable rates designed to meet the needs of the citizens of Visalia. Fees and charges will be viewed as a method to equitably provide and expand services without an inordinate impact on the General Fund, while ensuring where fees are implemented, they are kept at a fair market value in order to encourage participation. Because the demand for services is greater than the municipality's ability to appropriate funds to support the demand, it becomes necessary to charge new fees, increase some existing fees and pursue additional supplementary revenues and resources.

Fees and charges for parks, recreation and cultural services will provide only one source of funding for the department. Other sources will include general fund appropriations, grants, sponsorships, special gifts, donations and in-kind contributions.

VISALIA'S PRICE MODEL

The Parks and Recreation Department will follow a cost recovery method based on benefits. This model utilizes general fund dollars for programs, services and facilities that benefit the community as a whole and allows for user fees to support programs and services that focus on benefits to individuals. "Attachment A"

shows our proposed Cost Recovery Pyramid with the following categories to be used to set program fees based on cost recovery rates:

Category A: Community Benefit – programs, facilities and services that benefit the community as a whole. These programs, facilities and services can increase property values, provide safety, address social needs, and enhance the quality of life for residents. The community pays for these basic services and facilities through taxes and may utilize free of charge. Such programs or services can include parks and open space, educational programs, health and wellness activities, community wide special events, family activities and gang prevention programs.

Examples of current programs in this area:
Parks, Open Space & Trails
Community Wide Special Events – Egg Hunt, Dia del Nino, Tamale Festival
Family Walks
Manuel F. Hernandez Community Center Drop In Program
The Loop

Category B: Community / Individual Benefit – programs, facilities and services that promote individual physical and mental well-being and provide recreation skill development. These are the more traditionally expected services and beginner instructional levels. These programs, services and facilities are typically assigned fees based on a specified percentage of direct and indirect costs. These costs are partially offset by both a tax subsidy to account for the Community Benefit and participant fees to account for the Individual Benefit. Programs, facilities and services in this tier shall recover 50% of direct program costs.

Examples of current programs in this area:
Youth Sports – baseball, soccer, basketball, volleyball
Tiny Tot Sports
Public Swim
Swim Lessons
Senior Meal Program
Senior Citizen programs & classes

Fee Example – Youth Basketball

Expenses:	
Officials	$10,000
Hourly Staff	$12,000
Recreation Coordinator	$ 2,000
Coach/Official Training	$ 800
Facility Rental	$ 7,000
Uniforms	$11,000
Equipment	$ 6,000
Awards	$ 2,000
Advertising	$ 1,500
Total:	$52,300

425 Participants into $52,300	123.06
50% subsidy	61.53 fee

Parks and Recreation Department - Fee Policy, continued

Category C: Individual / Community Benefit – Services that promote individual physical and mental well-being and provide an intermediate level of recreational skill development. This level provides more Individual Benefit and less Community Benefit and should be priced to reflect this. Programs and services in this category shall recover 75% of direct program costs.

Examples of current programs in this area:
Day Camps
Enrichment Classes - dance, art, martial arts and music.
After School Activity Program
Tiny Tots Pre-School Program

Fee Example – Tiny Tot Pre-School
Expenses:

Staffing	$480.00
Equipment & Supplies	$200.00
Total:	$680.00

15 Students divided into $680 $45.33
75% Cost Recovery = $34.00 fee

Category D: Mostly Individual Benefit – Specialized services generally for specific groups and may have a competitive focus. In this category, programs and services may be priced to recover 100% of direct costs.

Examples of current programs in this area:
Father/Daughter Dance
Specialty Camps & Sports Camps
Kendo
Adult Sports – soccer, softball, basketball, volleyball
Swim teams
Diving Classes

Fee Example – Adult Volleyball
Expenses:

Hourly Staff	$ 800.00
Equipment	$ 600.00
Awards	$ 400.00
Gym Rental	$1800.00
Total	$3600.00

18 Teams into $3600 = $200 per team

Category E: Highly Individual Benefit – Programs or services that have a higher revenue potential and may fall outside of the core mission. In this category, programs and services are priced to cover all direct and indirect costs. Examples of this include elite athletic programs, food concessions and trips.

Parks and Recreation Department - Fee Policy, continued

Examples of current programs in this area:
Haunted House
Photos at the Mall
Bus Trips
Certification Courses
VITri (triathlon)

DETERMINING FEES FOR PROGRAMS

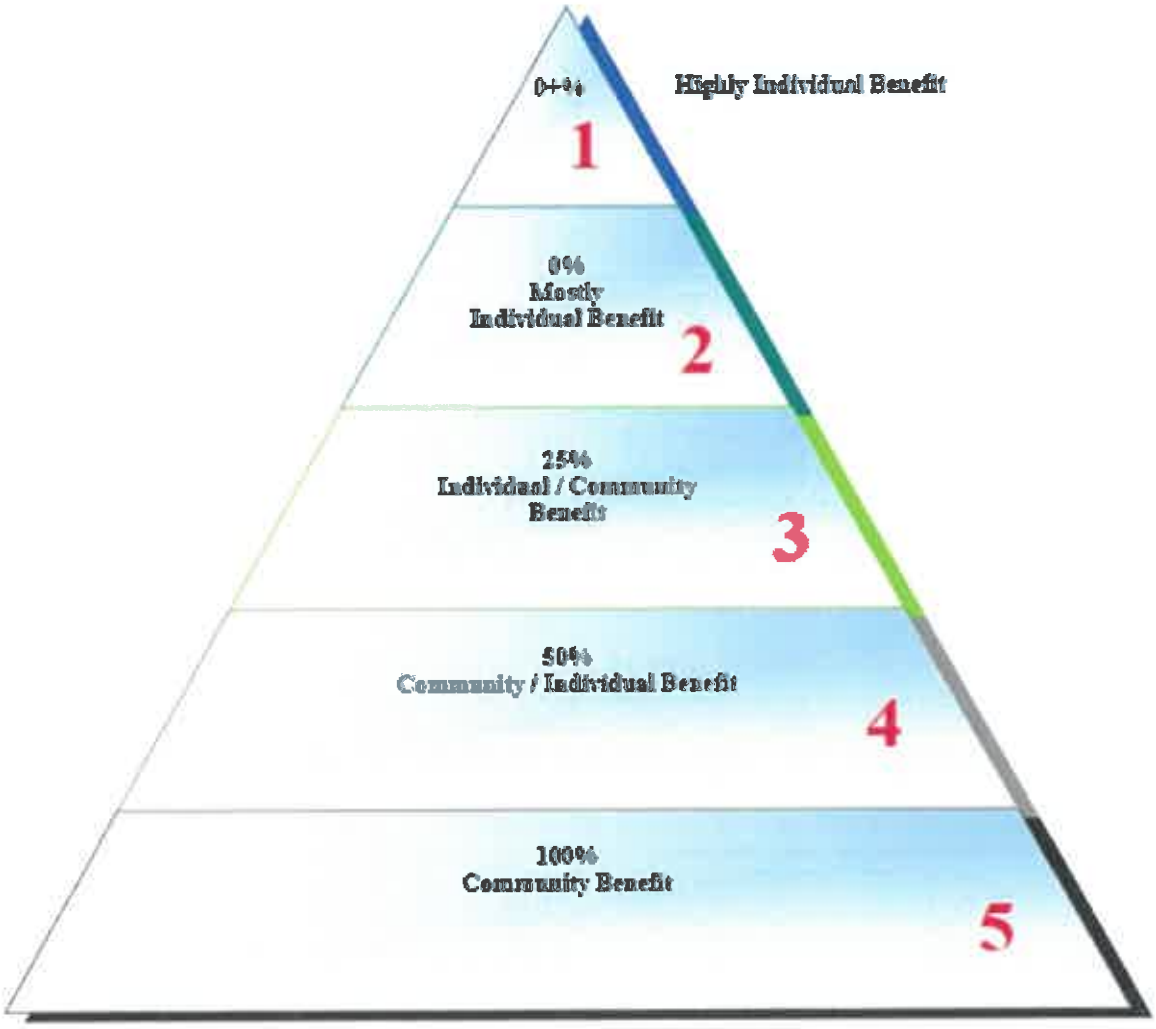
The Parks and Recreation Department will work to recover a percentage of or all *Direct Program Costs*. The following describes factors that are considered to calculate direct costs:

- Part-Time, Hourly and Contractual Staff - leaders, instructors, officials, scorekeepers , including hourly benefit cost of 5.85%
- Equipment - including stage, light rental, tables, chairs, sound systems and other such items.
- Supply/ Materials - awards, balls, crafts, tickets, certificates, videos, copies, etc.
- Maintenance/Custodial – building attendants, facility opening & closing, maintenance issues directly related to program.
- Maintenance Supplies/Materials – maintenance and/or custodial supplies needed specific to the operation of program or activity.
- Membership/Training – memberships, subscriptions, trainings specific to a program or activity.
- Special Insurance - special event or food product liability insurance
- Security – contract security or Police Department charges
- Marketing - newspaper, radio, flyers, posters
- Program Discounts, Scholarships
- Transportation - bus rental, transit tickets
- Postage
- Equipment Purchase - Total cost of equipment purchase divided by # of years for life expectancy of equipment
- Utilities
- Facility Rental Cost – cost to rent outside facilities

DIFFERENTIAL FEES, VARIANCES AND FEE WAIVER

It is understood that on occasion special consideration may be needed in determining fees for groups or individuals having circumstances uncommon to those in the fee structure criteria. In these cases, the Parks and Recreation Commission will be the approving party for all requests. Requests for a variance shall be submitted in writing to the Parks and Recreation Department 60 days prior to the date of use.

City of Visalia Parks & Recreation Department Cost Recovery Pyramid
% = City Subsidy



General Fees

GENERAL GOVERNMENT

$	242.00	Per Year	Ordinance Code Subscription
$	0.20	Per Sheet	Copies - Letter Size
$	0.25	Per Sheet	Copies - Letter Size Duplexed
$	0.25	Per Sheet	Copies - Legal Size
$	0.30	Per Sheet	Copies - Legal Size duplexed
$	0.10	Per Sheet	Copies - FPPC documents (only)

FY 22-23 FINANCE

$	35.00	* Per Passport	Passport Application - Execution Service Fee
$	12.00	Per Person	Passport Photos
$	18.32	* Per Request	Passport Application - Overnight Postage Fee (If expedited processing is requested by applicant)
		* *Fee amount set by the U.S. Dept. of State*	
$	1.00	Per Parcel	Fee for placing items on the property tax roll for collection
	5%	Per Loan/Service	Interest rate to be charged on loans for City Sewer Connection Services and for Installing Curb and Gutters on private property
$	25.00	Per Check	1st Returned Check Charge
$	30.00	Per Check	Each Subsequent Returned Check Charge
$	30.00	Per Check	Stop Payment (e.g. Lost Check)
	10%	Of Rent Charge	Transient Occupancy Tax
$	0.60	Per Item	Payroll Deduction (Voluntary)
$	1.50	Per Item	Payroll Garnishment

ANIMAL SERVICES

City of Visalia License Fees			
Dogs	Altered Dog	1 Year License	$18.00
		2 Year License	$26.00
		3 Year License	$39.00
	Unaltered Dog	1 Year License	$88.00
		2 Year License	$149.00
		3 Year License	$196.00
Cats	Altered Cat	1 Year License	$8.00
		2 Year License	$11.00
		3 Year License	$18.00
	Unaltered Cat	1 Year License	$28.00
		2 Year License	$41.00
		3 Year License	$61.00
	Replacement Tag		$5.00
	Kennel Permit	Maximum of 10 animals	$97.00
	Breeders Permit	Maximum of 2 litters per year	$319.00
	Late Penalty Fee	Late license for dogs & cats	$25.00
	Late Penalty Fee	No license for dogs & cats	$25.00

Animal Control Fees	
Vicious Hearing	Actual Cost
Owner Request Pick Up	$66.00
Emergency After Hours Pick Up	$200.00
Chemical Immobilization	$60.00
Lab Services (Rabies)	$119.00
Excessive Unfounded Complaints	Actual cost
Trap Rental Deposit	$55.00
Weekly Trap Rental Fee	$15.00
Cat Spay and Neuter - Program fee	$10.00
Shelter Related Fees	
1st Impound	$35.00
2nd Impound	$60.00
3rd Impound	$100.00
1st Impound - Civil Penalty	$35.00
2nd Impound - Civil Penalty	$50.00
3rd Impound - Civil Penalty	$100.00
Daily Boarding Fee	$19.00
Kennel Quarantine Fee	$131.00
Owner Surrender Fee	$72.00
Euthanasia Fee	$67.00
Cremation Fee	$88.00
DOA Disposal Fee	$46.00
Miscellaneous	
Rabies Vaccination	$16.00
DHPP/FVRCP Vaccination	$16.00
Bordatella Vaccination	$16.00
Microchip Fee	$26.00
E Collar Fee	$10.00
Adoptions	
Male Dog	$145.00
Female Dog	$155.00
Male Cat	$78.00
Female Cat	$88.00

GEOGRAPHIC INFORMATIONAL SYSTEM (GIS)

BLACK & WHITE MAPS

$	**5.50**	8.5 X 11 ea copy
$	**6.20**	11 X 17 ea copy
$	**12.00**	18 X 24 ea copy
$	**24.60**	24 X 36 ea copy
$	**61.50**	36 X 60 ea copy
$	**87.30**	42 X 70 ea copy

COLOR MAPS and DIGITAL ORTHOPHOTO

$	**10.50**	8.5 X 11 ea copy
$	**12.00**	11 X 17 ea copy
$	**24.60**	18 X 24 ea copy
$	**50.50**	24 X 36 ea copy
$	**122.90**	36 X 60 ea copy
$	**173.40**	42 X 70 ea copy

SPECIAL PROJECTS

$	**69.90**	per half hour for staff time requested projects

Color overlays of the Digital Orthophotos will be calculated using the Special Projects hourly fee and material cost.

Maps or map products shall not be copied or reproduced in any form without the express written consent of the City of Visalia G.I.S. Department. This data has been carefully prepared from official records, however the information hereon is not warranted and the City of Visalia shall not in any event be liable for any errors or inaccuracies.

BUSINESS TAX

FIXED BUSINESSES (Businesses in Downtown will be charged a Downtown Surcharge equal to the business tax.)

The amount of the business tax listed below for Fixed Businesses is the annual tax. The annual business tax shall be divided into equal payments and shall be due and payable according to the schedule prescribed by the Collector and defined in Section 5.04.230 of the Business Tax Ordinance.

The minimum and maximum taxes for professionals are per individual, while the minimum and maximum taxes for the other categories are per entity.

FY 22/23 All minimums are $71.00

Professionals

$	1.25	Per $1,000 annualized, monthly gross receipts (* Min. Tax, Per Individual)
$	254.00	Per individual professional participating within the entity, maximum annual business tax

Services

$	1.00	Per $1,000 annualized, monthly gross receipts (*Minimum Tax)
$	433.00	Per entity, maximum annual business tax

Retail / Landlords

$	0.70	Per $1,000 annualized, monthly gross receipts (*Minimum Tax)
$	1,908.00	Per entity, maximum annual business tax

Manufacturers / Wholesale

$	0.40	Per $1,000 annualized, monthly gross receipts (*Minimum Tax)
$	1,085.00	Per entity, maximum annual business tax

STATE LICENSED CONTRACTORS (Contractors in Downtown will be charged a Downtown Surcharge equal to the business tax.)

The amount of the business tax listed below for State Licensed Contractors is the annual tax. The annual business tax shall be divided into equal payments and shall be due and payable according to the schedule prescribed by the Collector and defined in Section 5.04.230 of the Business Tax Ordinance.

$	211.00	Per state licensed General contractor, included in SECTION 5.04.280
$	120.00	Per state licensed Sub-contractor, included in SECTION 5.04.280

DELIVERY (AND PICK UP) VEHICLES

The amount of the business tax listed below for Delivery (and Pick Up) Vehicles is the annual tax. The annual business tax shall be divided into equal payments and shall be due and payable according to the schedule prescribed by the Collector and defined in Section 5.04.230 of the Business Tax Ordinance.

Delivery (and Pick Up) Vehicles

$	0.40	Per $1,000 gross receipts
$	162.00	Per vehicle, per year - for the first vehicle
$	91.00	Per vehicle, per year for each additional vehicle.

BUSINESS TAX (cont.)

TEMPORARY, ITINERANT, OR SPECIAL BUSINESSES

Public Dance

$	73.00	Per day

Cultural Performance

$	73.00	Per day
$	622.00	Per month At collectors option
$	1.00	Per $1,000 gross receipts

Special Event - Including Carnivals and Circuses

$	305.00	Per day
$	1.00	Per $1,000 gross receipts

Temporary or Itinerant Business

$	20.00	Per day
$	305.00	Per month
$	1.00	Per $1,000 gross receipts

Distribution of Printed Matter

$	20.00	Per day
$	305.00	Per month

SURCHARGES AND PENALTIES

Downtown Surcharge

100%	Of Business Tax for businesses within the Town Center Business Improvement Area

Non-Compliance Certificate

100%	Of maximum business tax for non-compliance with another City ordinance and/or other agency regulations

Delinquent Penalty and Interest

25%	Penalty on original Business Tax Fee for any unpaid balance
1%	Interest (on unpaid balance each month not paid in full)
50.00	Administrative surcharge to adjust gross receipts

Penalty for Delayed Notification for Closure or Change of Ownership

10.00	Per month for delayed notification after the initial 30 days (for delay of notice of closure of business or change of ownership)

Penalty for Violation

100%	For intentional misrepresentation of facts to determine business tax due
1%	Interest (on the unpaid balance each month not paid in full)

BUSINESS TAX (cont.)

SPECIAL SERVICES

Reports		Computer generated or non-computer generated report . .. See Below
$	**0.20**	Per page regardless if computer generated or non-computer generated
Copies - Citywide Fee		
$	**0.20**	Per sheet - Individual copies
$	**0.25**	Per sheet - Duplexed copies
Application Fee		
$	**26.50**	Processing charge for new applications

COMMUNITY DEVELOPMENT
PLANNING

Administrative Adjustment

$	164.00	Administrative Adjustment

Adult-Oriented Business

$	241.00	Performer Permit Application Fee
$	1,611.00	Regulatory Permit Application Fee
$	241.00	Performer Permit - Renewal Fee
$	241.00	Regulatory Permit - Renewal Fee

Agricultural Preserve

$	2,301.00	Disestablishment
$	765.00	New Contract
$	153.00	Notice of Full Nonrenewal
$	611.00	Notice of Partial Nonrenewal
$	3,835.00	Cancellation
Time & Materials		Easement Exchange

Annexation

$	2,590.00	Amendment to Pre-Annexation Agreement
$	5,182.00	Up to 15 acres
$	9,358.00	Over 15 acres and up to 50 acres
$	13,504.00	Over 50 acres up to 100 acres
$	16,888.00	Over 100 acres plus …
		Applicants also pay fees adopted by LAFCO and State Board of Equalization Fees

Appeal

$	575.00	Appeal of Planning Commission action to City Council or Appeal of Site Plan Review (SPR)

Building Permit Plan Application Review

$	17.70	Per permit for Residential, Multifamily, Commercial
$	17.70	Per permit for plan changes from Approved Plans
$	53.10	Expedited Plan Check (availability dependent upon staffing resources)

Certificate of Compliance

$	582.00	Certificate of Compliance

Conditional Use Permit

$	1,509.00	Minor / Amendment to Approved CUP
$	4,682.00	Regular / PUD / PRD
$	7,021.00	Master CUP
$	164.00	Temporary – Counter
$	269.00	Temporary – Requiring Site Plan Review
$	498.00	Temporary – To Planning Commission

Development Agreement

$	4,902.00	Development Agreement
$	1,569.00	Amendment to Development Agreement

Downtown News Rack Permit

$	36.00	Newspaper Racks in the Downtown Retail Overlay District

ENVIRONMENTAL APPLICATIONS

Categorical Exemption

$	81.00	Categorical Exemption

Environmental Impact Report (EIR)

7 1/2% of Contract	Processing fee
Actual Cost + 10% contract	City Managed Consultant Work

Environmental Notices

$	155.00	Environmental Notices per year; renewal needed each year

Finding of Consistency

$	249.00	Finding of Consistency

Initial Study / Negative Declaration or Mitigated Negative Declaration

$	248.00	Review of Technical Study
$	833.00	Simple
$	3,137.00	Complex

NEPA Environmental Review

$	833.00	Simple
$	4,179.00	Complex

General Plan Amendment

$	2,675.00	Simple
$	11,874.00	Complex

General Plan Maintenance Fee

$	445.00	Per acre for new annexation Paid when LAFCO approves annexation

PLANNING (cont.)

Home Occupation Permit

$	33.00	Home Occupation Permit-new
$	16.00	Home Occupation Permit-change of location

Lot Line Adjustment

$	678.00	Lot Line Adjustment
$	164.00	Legal Description Resubmittal (each)

Maps

$	8,444.00	Tentative Subdivision Map
$	8,444.00	Tentative Parcel Map - commercial - over 4 lots
$	3,429.00	Tentative Parcel Map - 4 lots or less

Noise Variance

$	164.00	Administrative
$	2,590.00	City Council

Sidewalk Outdoor Dining Permit

$	77.00	Sidewalk/Outdoor Dining Permit

Specific Plan

$	14,050.00	Commercial / Residential
$	5,936.00	Commercial / Residential Amendment

Subdivision Sign Program

$	53.00	Amendment

Zoning Text Amendment

$	4,346.00	Text Amendment

Time Extension

$	249.00	Time Extension

Variance

$	957.00	Single Family – No Site Plan
$	1,621.00	Single Family
$	3,043.00	Other

Zone Change

$	4,346.00	Change of Zone
$	747.00	Conditional Zone Agreement
$	2,171.00	Amendment to Conditional Zone Agreement

OTHER ADMINISTRATIVE FEES

Copies (per page) - Citywide Fee

$	0.20	Single-sided
$	0.25	Double-sided
$	0.25	Legal
$	0.30	Legal double-sided
$	1.00	Color Letter/Legal Size
$	2.00	Color 11X17
$	5.00	Black and White 24 X 36
$	1.00	Micro fiche

Documents

$	38.00	Zoning Verification Letters & Burn Letters
$	80.00	300' Radius Map and Labels

Special Services Fee/Inspections

Direct Rate (Salary& Benefits) and Indirect Rate

COMMUNITY DEVELOPMENT
ENGINEERING

Final Subdivision & Parcel Map Filing Fee:				
			$	1,322.60
	per lot to 30 lots	+	$	64.52
	per lot to 31-60 lots	+	$	11.26
	per lot to 61-90 lots	+	$	7.82
	per lot to 90 lots	+	$	3.39
Final Mapping Certificate of Correction:	ea		$	150.00
Subdivision & Parcel Map Improvement Plan Check Fee:				
		Engineer Estimate		
		$ 0 - $200,000	$	3,303.00
		$200,001 - $300,000	$	4,402.60
		$300,001 - $400,000	$	6,604.00
		$400,001 - $500,000	$	8,806.40
		$500,001 and above	$	10,348.90
% of proposed improvement costs less Subdivision Map Improvements:		Inspection Fee		4%
Parking Lot Plan Check and Inspection Fee:				** These fees are cumulative **
	up to 99 sq. ft.		$	79.20
	sq. ft. between 100 to 10,000 sq. ft.	+	$	0.09
	sq. ft. between 10,001 to 100,000 sq. ft.	+	$	0.09
	sq. ft. over 100,000 sq. ft.	+	$	0.08
Expedited Parking Lot Plan Check and Inspection Fee:				** These fees are cumulative **
	up to 99 sq. ft.		$	118.80
	sq. ft. between 100 to 10,000 sq. ft.	+	$	0.14
	sq. ft. between 10,001 to 100,000 sq. ft.	+	$	0.14
	sq. ft. over 100,000 sq. ft.	+	$	0.12
Engineering Plan Review Fee of Building Permit - Commercial or Multifamily		per permit	$	244.90
Expedited Engineering Plan Review Fee of Building Permit - Commercial or Multifamily			$	367.40
Engineering Plan Review Fee for Plan Changes to Approved Building Permit Plans - Commercial or Multifamily			$	122.45
Engineering Plan Review Fee of Building Permit - Residential		per permit	$	61.40
Expedited Engineering Plan Review Fee of Building Permit - Residential			$	92.10
Engineering Plan Review Fee for Plan Changes to Approved Building Permit Plans - Residential			$	30.70
Lot Line Adjustment Technical Review		per permit	$	753.00
Admin Fee for Post Occupancy Deferral Agr.		per permit	$	575.30
Encroachment Permit Issuance Fee		per permit	$	84.00
Encroachment Permit Inspection Fee		per hour	$	96.00
Encroachment Permit 90 Day Extension Fee		per permit	$	33.00
Transportation Permit Fee				
Moving Heavy Equipment or Machinery		annual permit	$	90.00
Moving Heavy Equipment or Machinery		per permit	$	16.00
Pavement Maintenance Fee		/linear foot	$	3.00
Right of Way Summary Abandonment Requests			$	1,481.10
Right of Way Standard Abandonment Requests			$	2,467.10
Landscape & Lighting District Application Fee			$	648.30
Sanitary Sewer Tax Roll Fee		per permit	$	104.00
Special Services:				
Fees for requested work such as preliminary engineering information, evaluation, calculations, overtime inspection, etc., for proposed development above and beyond the normal engineering				
Sr Civil Engineer		per hour	$	111.60
Land Surveyor		per hour	$	112.90
Civil Engineer		per hour	$	101.90
Associate Engineer		per hour	$	95.75
Assistant Engineer		per hour	$	90.80
Sr. Engineering Technician		per hour	$	72.00
Engineer Construction Inspector		per hour	$	81.25
Inspector OT (2 hr min.)		per hour	$	121.85
Traffic Signal Technician (Overtime Rate)		per hour	$	107.20
Sr. Traffic Signal Technician (Overtime Rate)		per hour	$	118.70

COMMUNITY DEVELOPMENT
GRADING PERMIT FEES

Grading Plan Review Fees			
50 cubic yards (38.2 m3) or less		No fee	
51 to 100 cubic yards (40 to 76.5 m3)	$	23.20	
101 to 1,000 cubic yards (77.2 to 764.6 m3)	$	34.90	
1,001 to 10,000 cubic yards (765.3 to 7645.5 m3)	$	47.60	
10,001 to 100,000 cubic yards (7646.3 to 76 455 m3)	$	47.60	for the first 10,000 cubic yards (7645.5 m3), plus $22.00 for each additional 10,000 cubic yards (7645.5 m3) or fraction thereof.
100,001 to 200,000 cubic yards (76 456 to 152 911 m3)	$	263.80	for the first 100,000 cubic yards (76 455 m3), plus $13.00 for each additional 10,000 cubic yards (7645.5 m3) or fraction thereof.
200,001 cubic yards (152 912 m3) or more	$	390.90	for the first 200,000 cubic yards (152 911 m3), plus $6.50 for each additional 10,000 cubic yards (7545.5 m3) or fraction thereof.
Other Fees			
Additional plan review required by changes, additions or revisions to plans or to plans for which an initial review has been completed	$	48.60	
Grading Permit Fees			
Grading Permit inspection fees are based on the estimated time required for each corresponding grading tier. Lower grading tier requiring a higher rate of inspection and reduced as grading quantities increase, reflecting economies of scale with increased rates of production.			
1 to 100 cubic yards (0.76 to 76.5 m3)	$	81.00	
101 to 1,000 cubic yards (77.2 to 764.6 m3)	$	81.00	for the first 100 cubic yards (76.5 m3), plus $20.00 for each additional 100 cubic yards (76.5 m3) or fraction thereof.
1,001 to 10,000 cubic yards (765.3 to 7645.5 m3)	$	261.00	for the first 1,000 cubic yards (764.6 m3), plus $27.00 for each additional 1,000 cubic yards (764.6 m3) or fraction thereof.
10,001 to 100,000 cubic yards (7646.3 to 76 455 m3)	$	504.00	for the first 10,000 cubic yards (7645.5 m3), plus $214.00 for each additional 10,000 cubic yards (7645.5 m3) or fraction thereof.
100,001 cubic yards (76 456 m3) or more	$	2,430.00	for the first 100,000 cubic yards (76455 m3), plus $214.00 for each additional 10,000 cubic yards (7645.5 m3) or fraction thereof.

COMMUNITY DEVELOPMENT
CODE ENFORCEMENT

FY 22-23

Inspection Fee

$ 142.00	per hour	

Fines

$ 100.00	each	First Violation
$ 200.00	each	Second Violation of same within one year
$ 500.00	each	Third and Each Additional Violation of same within one year

Appeal Fee

$ 100.00	each	Appeal of Administrative Enforcement Order

Administrative Hearing Fee

$ 100.00	each	Administrative Appeal Hearing

Abandoned Shopping Cart Violation

$ 50.00	each	Occurance in excess of 3 times during a 6-month period

Special Events Application Fee

$ 60.00	per event

PARKS and RECREATION
PICNIC and SPECIAL USE FEES

					Amenity Fee:	$2.00	$0.40	$6.00	$5.00	$5.00	$5.00	
Park Name and Address	**Arbor Area**	**Daily Fee (Nonprofit)**	**Daily Fee (General)**	**Daily Fee (Commercial)**	**Amount of Tables**	**Capacity**	**Electrical Outlet**	**BBQ Pit**	**Covered Arbor**	**Restrooms**	**Park Premium**
Alejandro Ruiz* 639 E Buena Vista	Area #1	$ 25	$ 30	$ 35	4	40	1	1	1	0	0.75
	Area #2	$ 25	$ 30	$ 35	4	40	1	1	1	0	0.75
	Whole Park**	$ 170	$ 215	$ 260	8	580	2	2	2	0	0.75
Blain 3101 S. Court St.	Area #1	$ 65	$ 85	$ 100	8	80	1	1	1	1	1.2
	Area #3	$ 48	$ 60	$ 75	6	60	0	1	1	1	1.2
	Area #4	$ 65	$ 85	$ 100	8	80	1	1	1	1	1.2
	Whole Park**	$ 285	$ 365	$ 425	22	500	2	3	3	1	1.2
Burke* 3101 S Burke St	Whole Park**	$ 135	$ 170	$ 205	0	420	0	0	0	0	1
Cherry Meadow* 2348 S. Pinkham St.	Area #1	$ 25	$ 30	$ 35	4	40	0	2	1	0	0.75
	Whole Park**	$ 100	$ 120	$ 145	0	325	0	0	0	0	0.75
Community Campus* 300 NW 3rd Ave	Whole Park**	$ 100	$ 120	$ 145	0	50	0	0	0	0	0.5
Constitution* 1139 S. Crenshaw St	Area #1	$ 15	$ 20	$ 25	2	20	0	0	1	0	1.2
	Whole Park**	$ 100	$ 120	$ 145	2	160	0	0	1	0	1.2
Fairview* 2695 N Conver St	Whole Park**	$ 260	$ 325	$ 390	0	800	0	0	0	0	1
Houk* 2620 Royal Oaks	Area #1	$ 35	$ 40	$ 50	6	60	0	1	0	0	1
	Area #2***	$ 15	$ 20	$ 25	2	20	0	1	0	0	1
	Whole Park**	$ 100	$ 120	$ 145	0	165	0	0	0	0	1
Jefferson* 700 S. Watson St.	Area #1	$ 15	$ 20	$ 25	1	10	0	0	0	0	0.5
	Whole Park**	$ 100	$ 120	$ 145	1	250	0	0	0	0	0.5
Kiwanis* 1301 S. McAuliff	Area #1	$ 64	$ 80	$ 100	2	20	0	1	1	0	1.5
	Whole Park**	$ 165	$ 205	$ 245	2	300	0	1	1	0	1.5
Lincoln Oval* 800 N. Court St.	Area #1	$ 40	$ 50	$ 60	0	100	1	0	0	1	1
	Whole Park**	$ 100	$ 120	$ 145	0	200	0	0	0	0	1
Lions* 6500 W. Ferguson	Area #1	$ 64	$ 80	$ 95	6	60	1	1	1	0	1.5
	Whole Park**	$ 180	$ 225	$ 270	0	325	1	1	1	0	1.5
Mayors* 1551 W. Main St	Whole Park**	$ 15	$ 20	$ 25	0	45	0	0	0	0	0.5
Memorial* 1550 W. Main St.	Whole Park**	$ 100	$ 120	$ 145	0	80	1	0	0	0	0.75
Miki City* 799 W. Mineral King	Whole Park**	$ 100	$ 120	$ 145	0	50	0	0	0	0	1
Mill Creek Garden* 3001 E Mill Creek PKWY	Whole Park**	$ 190	$ 237	$ 285	0	580	0	0	0	0	1
Perry Family* 4013 S County Center Dr	Area #1	$ 64	$ 80	$ 100	4	45	1	1	1	0	1.5
	Whole Park**	$ 216	$ 270	$ 325	4	380	1	1	1	0	1.5
Plaza 1800 S. Plaza Dr.	Area #1**	$ 135	$ 165	$ 200	20	200	1	1	0	1	1.2
	Area #2	$ 48	$ 60	$ 70	6	60	1	1	0	1	1.2
	Area #3	$ 75	$ 90	$ 110	10	100	1	1	0	1	1.2
	Area #4	$ 56	$ 70	$ 85	6	60	1	1	1	1	1.2
	Area #5	$ 56	$ 70	$ 85	6	60	1	1	1	1	1.2
	Area #6	$ 65	$ 85	$ 100	8	80	1	1	1	1	1.2
	Area #7	$ 50	$ 60	$ 75	6	60	1	1	0	1	1.2
	Area #8	$ 50	$ 60	$ 72	6	60	0	1	1	1	1.2
	Area #9***	$ 25	$ 30	$ 35	3	30	0	1	0	1	1.2
	Area #10***	$ 20	$ 25	$ 30	2	20	0	1	0	1	1.2
	Area #11***	$ 20	$ 25	$ 30	2	20	0	1	0	1	1.2
	Area #12	$ 25	$ 30	$ 35	3	30	0	1	0	1	1.2
	Island	$ 24	$ 30	$ 35	0	50	0	0	0	1	1.2
	Pond	$ 65	$ 80	$ 95	0	150	0	0	0	1	1.2
	Whole Park**	$ 800	$ 1,000	$ 1,200	78	1400	7	8	4	1	1.2
Recreation* 345 N. Jacob St.	Area #1	$ 50	$ 60	$ 75	6	126	0	0	0	0	1
	Whole Park**	$ 150	$ 190	$ 230	6	430	0	0	0	0	1
Riverbend* 2534 N. Court St.	Area #1	$ 25	$ 30	$ 35	4	50	0	1	1	0	0.75
	Whole Park**	$ 100	$ 120	$ 145	4	325	0	1	1	0	0.75

PARKS and RECREATION
PICNIC and SPECIAL USE FEES (cont.)

Riverway 3611 N. Dinuba Blvd.	Lions Club**	$ 185	$ 235	$ 280	22	220	1	1	1	1	1.5
	Oak Liquidators	$ 90	$ 115	$ 140	9	90	1	1	1	1	1.5
	Food 4 Less	$ 90	$ 115	$ 140	9	90	1	1	1	1	1.5
	Area 4	$ 90	$ 115	$ 140	9	90	1	1	1	1	1.5
	Area 5	$ 90	$ 115	$ 140	9	90	1	1	1	1	1.5
	Picnic Area A***	$ 28	$ 35	$ 40	3	18	0	1	0	1	1.5
	Picnic Area B***	$ 28	$ 35	$ 40	3	18	0	1	0	1	1.5
	Picnic Area C***	$ 25	$ 30	$ 35	2	12	0	1	0	1	1.5
	Picnic Area D***	$ 30	$ 35	$ 40	3	18	0	1	0	1	1.5
	Picnic Area E***	$ 30	$ 35	$ 40	3	18	0	1	0	1	1.5
	Picnic Area F***	$ 15	$ 20	$ 25	2	12	0	0	0	1	1.5
	Picnic Area G***	$ 15	$ 20	$ 25	1	6	0	1	0	1	1.5
	Picnic Area H***	$ 15	$ 20	$ 25	1	6	0	1	0	1	1.5
	Picnic Area I***	$ 30	$ 35	$ 40	3	18	0	1	0	1	1.5
	Picnic Area J***	$ 30	$ 35	$ 40	3	18	0	1	0	1	1.5
	Picnic Area K***	$ 30	$ 35	$ 40	3	18	0	1	0	1	1.5
Riverway Special Events Promenade**	Up to 50 People	$ 35	$ 45	$ 55	0	50	1	0	0	1	1.5
	51-100 People	$ 60	$ 75	$ 90	0	100	1	0	0	1	1.5
	101-200 people	$ 112	$ 140	$ 170	0	200	1	0	0	1	1.5
	201-300 people	$ 160	$ 200	$ 240	0	300	1	0	0	1	1.5
	301-400 people	$ 210	$ 260	$ 315	0	400	1	0	0	1	1.5
	401-500 people	$ 260	$ 325	$ 390	0	500	1	0	0	1	1.5
Rotary* 1600 S. Divisadero	Whole Park**	$ 100	$ 120	$ 145	0	180	0	0	0	0	0.5
Seven Oaks* 900 S. Edison	Area #1	$ 30	$ 40	$ 50	4	50	0	1	1	0	1
	Whole Park**	$ 300	$ 375	$ 450	4	800	0	1	1	0	1
Soroptimist* 625 E. Douglas	Area #1	$ 48	$ 60	$ 75	1	10	0	0	1	0	1
	Whole Park**	$ 100	$ 120	$ 145	1	290	0	0	1	0	1
Stonebrook* 1200 W. Hemlock	Whole Park**	$ 260	$ 325	$ 390	0	800	0	0	0	0	1
Summers* 247 W. Ferguson	Area #1*	$ 50	$ 60	$ 75	2	20	0	1	0	0	1
	Whole Park**	$ 130	$ 160	$ 190	2	250	0	1	0	0	1
Sunset 5743 W. Lisendra Dr.	Area #1	$ 50	$ 60	$ 75	3	30	0	1	0	1	1.2
	Whole Park**	$ 410	$ 510	$ 610	3	1000	0	1	0	1	1.2
Village Park* 2695 N. Conver St.	Whole Park**	$ 100	$ 120	$ 145	0	75	0	0	0	0	0.5
Whitendale 500 W. Beech	Area #1	$ 65	$ 80	$ 95	8	80	1	1	1	1	1.2
	Area #2	$ 56	$ 70	$ 85	6	60	1	1	1	1	1.2
	Area #3	$ 56	$ 70	$ 85	6	60	1	1	1	1	1.2
	All Arbors**	$ 180	$ 220	$ 265	20	200	3	3	3	1	1.2
	Whole Park**	$ 264	$ 330	$ 395	20	450	3	3	3	1	1.2
Willow Glen* 5200 W. Hurley Ave.	Whole Park**	$ 100	$ 120	$ 145	0	290	0	0	0	0	0.75
Woodland* 1701 N. Woodland	Area #1*	$ 25	$ 30	$ 35	4	50	0	1	1	0	0.75
	Whole Park**	$ 105	$ 135	$ 165	4	392	0	1	1	0	0.75
Garden Street Plaza*, 300 E. Main St**	<50 people	$ 24	$ 30	$ 35	0	50	1	0	0	0	1.2
	51-100 people	$ 45	$ 55	$ 65	0	100	1	0	0	0	1.2
	101-200 people	$ 83	$ 105	$ 125	0	200	1	0	0	0	1.2
	201-300 people	$ 125	$ 155	$ 180	0	300	1	0	0	0	1.2
	301-400 people	$ 160	$ 200	$ 240	0	400	1	0	0	0	1.2
	Main & Garden Lot	$ 25	$ 30	$ 35	0	50	1	0	0	0	1.2

NOTES:

Priority I:	Non-Profit Organizations/Schools (Priority II pricing minus 20%)
Priority II:	General Public & Business
Priority III:	Profit or Commercial Use (Priority II pricing plus 20%)

Fees are rounded to nearest $5 increment

*Park reservation requires portable restroom which shall be paid for by the customer.

**Cleaning deposit required, pricing to be determined by the size and scope of the event.

***Park areas are rented Easter weekend only.

ADDITIONAL FEES

Alcohol Permit w/ Reservation Per Park Ordinace alcohol NOT allowed at Riverway Sports Park	$25
Amusement Permit w/ Reservation Only allowed at specific park areas	$10
Special Event Permit	$30
Park Staff fee	$30
Portable Restroom	Direct Cost

PARKS and RECREATION
INDOOR FACILITY FEE MATRIX

FACILITY	*ROOM*	Capacity (Typical Use)	.25 /person	Labor Cost per hour	Private	Non-Profit (20%)	Commercial 20%
					Rate Per Hour		
Anthony Community Center 345 N. Jacob St	Room A	40	$ 10.00	$ 15.00	$ 25.00	$ 20.00	$ 30.00
	Dance Room	30	$ 7.50	$ 15.00	$ 22.50	$ 18.00	$ 27.00
	Main Room	250	$ 62.50	$ 15.00	$ 77.50	$ 62.00	$ 93.00
	Gymnasium	200	$ 50.00	$ 15.00	$ 65.00	$ 52.00	$ 78.00
	Courtyard	85	$ 21.25	$ -	$ 21.25	$ 17.00	$ 25.50
	Courtyard must be reserved in conjunction with either Gym or Main Room						
Manuel F. Hernandez 247 W. Ferguson	Gymnasium	200	$ 50.00	$ 15.00	$ 65.00	$ 52.00	$ 78.00
	Dance Room	25	$ 6.25	$ 15.00	$ 21.25	$ 17.00	$ 25.50
	Craft Room	25	$ 6.25	$ 15.00	$ 21.25	$ 17.00	$ 25.50
Visalia Senior Center 310 N. Locust	Craft Room	40	$ 10.00	$ 15.00	$ 25.00	$ 20.00	$ 30.00
	Activity Room	125	$ 31.25	$ 15.00	$ 46.25	$ 37.00	$ 55.50
	Main Room	225	$ 56.25	$ 15.00	$ 71.25	$ 57.00	$ 85.50
	Patio	50	$ 12.50	$ -	$ 12.50	$ 10.00	$ 15.00
	Patio must be reserved in conjunction with Activity Room						
Whitendale 630 W. Beech	Main Room	200	$ 50.00	$ 15.00	$ 65.00	$ 52.00	$ 78.00

Additional Fees:

Deposits: $50 - $1,000 depending on event size, type and if alcohol will be served

Security: $15 per hour per guard or current contract rate, whichever is higher

Alcohol Permit: $25 per event, Insurance and security required for all rentals with alcohol

PARKS and RECREATION
ATHLETIC & MISCELLANEOUS FACILITY FEES

Athletic Field Rentals

Athletic Field Rentals	
Amenity	Rate
Field Rental	$16 per hour per field
Riverway Sports Park – Special Event Promenade - Athletic Use	$32 per hour
Athletic Field Lights	
RSP Baseball, Softball & Saputo Sports Field	$15 per hour
RSP Soccer Fields	$25 per hour
All other Athletic Fields	$25 per hour (2 hour minimum)
Concession Stand	$100 per day
Additional Costs	
Deposit	TBD based on size and scope of use
Field Attendant (2 hour minimum)	$15/hr
Janitorial Services	Direct cost + 10% admin fee
Portable Restroom rental	Direct cost + 10% admin fee
Field Prep by City of Visalia	Direct cost + 10% admin fee

Athletic Courts

Athletic Courts		
Court	Rate	Deposit – when reserving all courts
Tennis Courts	$5 per hour	$100
Pickleball Courts	$5 per hour	Plaza - $100 Recreation - $50
Outdoor Basketball	$5 per hour	No Deposit Required
Outdoor Volleyball	$5 per hour	No Deposit Required
Horseshoe Pit	$15 per pit per day	To be determined based on size and scope of use

Miscellaneous Facilities

Miscellaneous Facilities		
Facility	Rate	Deposit/Other
Dog Park* at Plaza Park	$200 per day/use	Deposit Amount: to be determined based on size and scope of use
Skate Park* at	$200 per day/use	
Disc Golf Course at	$200 per day/use	
Trails	$100 per day + special event fee	Special Event Fee $50
*Requires Parks & Recreation Commission authority to close facility for private or special event use.		

Pool Rentals – 2 hour minimum rental, $100 deposit

Pool Rentals – 2 hour minimum rental, $100 deposit		
Amount of people	Cost for first two hours	Cost per additional hour
1-25	$140	$60
26-60	$180	$80
61-100	$220	$100
101-150	$260	$120
151-200	$300	$140
201+	$340	$160

Ice Rink at Garden Street Plaza

Ice Rink at Garden Street Plaza				
Amount of time	>50 people	51-100 people	101-150 people	151-200 people
2 hour rental	$150.00	$185.00	$225.00	$275.00
2.5 hour rental	$175.00	$215.00	$265.00	$315.00
3 hour rental	$200.00	$250.00	$300.00	$350.00
Additional Costs: Rentals requesting alcohol, $25 alcohol permit, and cost of security guards (amount of guards will be determined by number of guests).				

FIRE

SPECIAL SERVICES

$	216.34	Per Incident	False Alarm
$	15.00	Per Permit	Fire Alarm Permit
$	15.00	Per Fiscal Year	Annual Fire Alarm Permit Renewal
$	90.65	Per Hour	Weed Abatement (Administrative Fee)
	Actual Cost	Per Lien	Lien Releases
$	0.20	Per Page	Fire Reports - Single Sided/Copies - Citywide
$	0.25	Per Page	Fire Reports - Double Sided/Copies - Citywide
$	8.00	Per Disk	Copy of Compact Disk Containing Photographs
$	271.95	Per Nuisance	Declaration of Public Nuisance - Includes 3 Hours
$	90.65	Per Hour	Declaration of Public Nuisance - Each Additional Hour
$	226.28	Per Year	Firework Stand Permit
$	134.08	Per Incident	Lift Assist at For Profit Residential Facility and For Profit Services **5 Lift Assists per year at no charge

COST RECOVERY PROGRAM

Actual Cost	Per Hr/Per Fire Staff	Specialty Teams-Suppression Teams (rate is dependent on rank) (HazMat & Rescue Teams)
Actual Cost	Per Hr/Per Fire Insp	Fire Inspector - Inspections

EQUIPMENT

$	73.07	Per Hour	Hazardous Materials Unit
$	82.24	Per Hour	Engine/Pumper **(FEMA Schedule)**
$	122.69	Per Hour	Fire Truck/75 Foot Aerial Ladder **(FEMA Schedule)**
$	180.49	Per Hour	Fire Truck/100 Foot Aerial Ladder **(FEMA Schedule)**
$	11.95	Per Hour	City Vehicle
$	73.07	Per Hour	Rescue Trailer/Truck

TRAINING CENTER FACILITY RENTAL

$	29.74	Per Hour	Classroom (2 hour minimum)
$	120.04	Per Hour	Training Tower/Fire Simulator (Includes Grounds) (2 hour min)
$	29.74	Per Fire	Fire Simulation
$	89.93	Per Hour	Site Operator (Mandatory if using fire prop)
$	60.19	Per Hour	Training Tower/Training Grounds (2 hour minimum)
$	120.04	Per Hour	Vent Prop
	Actual Cost	Per Sheet	Plywood
$	60.19	Per Hour	Drafting Pit (2 hour minimum)

FIRE (cont.)

ANNUAL OPERATIONAL PERMIT FEES (California Fire Code)

Permits, as listed in Section 105.6 of the Uniform Fire Code, 2001Ed.
(adopted by City Council), for engaging in the following activities, operations, practices or functions.)
No more than three Operational Permits fees will be applied to an individual facility

$	81.57	Per Year	Aerosol Products
$	81.57	Per Year	Amusement Buildings
$	81.57	Per Year	Aviation Facilities
$	81.57	Per Year	Cellulose Nitrate Film
$	81.57	Per Year	Combustible Dust-Producing Operations
$	81.57	Per Year	Combustible Fibers
$	81.57	Per Year	Covered and Open Mall Buildings
$	81.57	Per Year	Cryogenic Fluids
$	81.57	Per Year	Cutting and Welding
$	81.57	Per Year	Dry Cleaning
$	81.57	Per Year	Explosives
$	81.57	Per Year	Facilities with Aggregate Building Area 100,000+ Square Feet
$	81.57	Per Year	Flammable and Combustible Liquids
$	81.57	Per Year	Floor Finishing
$	81.57	Per Year	Fruit and Crop Ripening
$	81.57	Per Year	Fumigation and Insecticidal Fogging
$	81.57	Per Year	Hazardous Materials
$	81.57	Per Year	HPM Facilities
$	81.57	Per Year	High-Piled Storage
$	81.57	Per Year	Hot Work Operations
$	81.57	Per Year	Industrial Ovens
$	81.57	Per Year	Large Family Residential Day Care (9-14 children)
$	81.57	Per Year	Lumber Yards and Woodworking Plants
$	81.57	Per Year	Liquid- or Gas-Fueled Vehicles or Equipment in Assembly Buildings
$	81.57	Per Year	LP-Gas
$	81.57	Per Year	Magnesium
$	81.57	Per Year	Miscellaneous Combustible Storage
$	81.57	Per Year	Open Flames and Torches
$	81.57	Per Year	Organic Coatings
$	81.57	Per Year	Places of Assembly
$	81.57	Per Year	Pyroxylin Plastics
$	81.57	Per Year	Refrigeration Equipment
$	81.57	Per Year	Repair Garages and Moter Fuel-Dispensing
$	81.57	Per Year	Rooftop Heliports
$	81.57	Per Year	Spraying or Dipping
$	81.57	Per Year	Storage of Scrap Tires and Tire Byproducts
$	81.57	Per Year	Tire-Rebuilding Plants
$	81.57	Per Year	Waste Handling
$	81.57	Per Year	Wood Products
$	26.03	Per Year	Operational Business Safety Inspection (For Businesses without Required Operational Permits)
$	26.03	Per Re-inspection	Commercial Fire Inspections
$	81.57	Per Inspection	New Business License Fire Inspection
$	6.66	Per Unit	Apartment Complex State Mandated Fire Inspection
$	654.77	Maximum	Apartment Complex State Mandated Fire Inspection Max Fee

FIRE (cont.)

OPERATIONAL PERMIT FEES (Per Event/Activity)

$	81.57	Per Event	Carnivals and Fairs
$	181.30	Per Event	Exhibits and Trade Shows
Actual Cost		Per Hr/Per Staff	Motion Picture and Television Production (CFC Chapter 48, Production Facilities, Pyrotechnics and Special Effects, Live Audiences)
$	181.30	Per Event	Open Burning
$	15.90	Per Event	Open Flame and Candles
$	81.57	Per Event	Pyrotechnic Special Effects Material / Display with a duration not greater than 10 minutes (Fire Department Standby and or Inspection time will be charged upon Fire Marshal's Discretion at Actual Costs)
$	232.99	Per Event	Pyrotechnic Special Effects Material / Display with a duration greater than 10 mins (Fire Department Standby and or Inspection time will be charged upon Fire Marshal's Discretion at Actual Costs)
$	135.98	Per Event	Temporary Membrane Structures and Tents (An additional fee shall apply for off hours inspections at Actual Cost of staff time)

ADDITIONAL INSPECTIONS MANDATED BY STATE LAW

Standard Hourly Fee for Inspectors and/or equipment

POLICE

FALSE ALARM ORDINANCE:

$	15.80	Per Permit	Burglar Alarm Permit
$	15.80	Per Year	Annual Permit Renewal
	No Charge	Each	First False alarm call per fiscal year
$	35.00	Each	False alarm 2 occurring per fiscal year
$	50.00	Each	False alarm 3 occurring per fiscal year
$	65.00	Each	False alarm 4 occurring per fiscal year
$	75.00	Each	False alarm 5 occurring per fiscal year
$	90.00	Each	False alarm 6 occurring per fiscal year
$	100.00	Each	False alarm 7+ occurring per fiscal year
$	4.00	Each	Replace permit or validation sticker

COST RECOVERY PROGRAM:

D.U.I. Recovery Fee:

$	119.72	Per Hr/Per Sergeant	D.U.I. Incident (Gov Code 53150-53159)
$	100.93	Per Hr/Per Officer	D.U.I. Incident (Gov Code 53150-53159)

Lab Fee:

	Actual Cost	Lab Fee - Blood Draw	D.U.I. Incident (Gov Code 53150-53159)
	Actual Cost	Lab Fee - Alcohol Analysis	D.U.I. Incident (Gov Code 53150-53159)
	Actual Cost	Lab Fee - Drug Screen	D.U.I. Incident (Gov Code 53150-53159)

Vehicle Release Fee:

$	158.70	Per Vehicle	Towed/Stored or Impound Release Fee (CVC 22850.5 & 14602.6)

Other Fees:

	Actual Costs	Per Hr/Officer	Public requests for Police staff on special details or projects (rate dependent on rank)
	Actual Costs	Per Hr	Requests for professional staff services Gov Code 6253 & 6253.9
	Actual Costs	Per Item	Transfer of records onto media (Software/Equipment) Gov Code 6253 & 6253.9
$	100.93	Per Hr/Per Officer	Nuisance Cases and Housing Violations (COVMC 15.44.090)
$	40.00	Per Referral	Operation Thunderbolt administrative fee
$	18.80	Per Vehicle	Fix It Ticket processing fee
$	15.00	Per Vehicle	Repossession Fee GC 41612

PARKING ORDINANCE:

$	40.00	Per Violation	10.16.130 C.O. Green curb-20 minute parking
$	40.00	Per Violation	10.16.140 C.O. One (A), Two (B), Three (C), and Four (D) hour parking
$	40.00	Per Violation	10.16.150 C.O. Not within allotted space
$	40.00	Per Violation	10.16.160 C.O. Diagonal parking/Front wheel within 6" of curb or barrier
$	40.00	Per Violation	10.16.200 C.O. Permit parking
$	40.00	Per Violation	10.16.210 C.O. Commercial vehicle/Over 5,000 lbs. in residential district
$	325.00	Per Violation	10.16.230 C.O. Unlawful handicapped parking
$	40.00	Per Violation	10.16.250A C.O. Red curb-No stopping/No parking
$	40.00	Per Violation	10.16.250B C.O. Yellow curb-Material/Passenger loading
$	40.00	Per Violation	10.16.250C C.O. White curb-Passenger loading /3 min.
$	40.00	Per Violation	C.V.C. 22500B Parked on crosswalk
$	40.00	Per Violation	C.V.C. 22500E Parked blocking driveway
$	40.00	Per Violation	C.V.C. 22500F Parked on sidewalk
$	40.00	Per Violation	C.V.C. 22500H Double Parked
$	40.00	Per Violation	C.V.C. 22502A Parked on right within 18" of curb/motorcycle one wheel at curb
$	40.00	Per Violation	C.V.C.21113 Unlawful parking on public grounds
$	40.00	Per Violation	Other parking violation

DOCUMENT COPIES:

$	10.00	Per Document	Traffic Accident Report (20012VC)
$	13.00	Per Record Check	All local criminal history record checks
$	0.10	Per Page	Reports - Single Sided/Copies (Evidence Code 1563)
$	0.20	Per Page	Reports - Double Sided/Copies (Evidence Code 1563)
	Actual Costs	Depends on Media Type	Duplication of Digital Media (All other types)
$	6.00	Per CD/DVD	Duplication of Digital Media (Photo,Audio,Video Recordings)
$	6.00	Per Sheet	Color Prints of Photo
$	275.00	Per Subpoena/Per Day	Civil Subpoena (Non Sworn) G.C. 68096.1 (b) Amended 1/1/2015
$	275.00	Per Subpoena/Per Day	Civil Subpoena (Requesting Officers, Firefighters, State or Court Employee) G.C. 68097.2 (b)
$	0.10	Per Page	Subpoena Duces Tecum - copy cost
$	0.20	Per Page	Subpoena Duces Tecum - copy from microfiche
$	24.00	Per Hour	Subpoena Duces Tecum - clerical cost by $6 1/4 hour increments Evidence Code 1563 (b) (1)
	Actual Costs	Per Subpoena	Subpoena Duces Tecum – reproduction of oversized documents or those requiring special attention

FINGERPRINTING:

$	14.55	Per Applicant	Finger Printing - Live Scan (Digital)
$	14.55	Per Applicant	Finger Printing - Hard Card + tax

SPECIAL PERMITS:

$	281.00	Per Permit	Retail Firearms Dealer's Licence Application
$	152.00	Per Permit	Retail Firearms Dealer's Licence Renewal Application
$	21.80	Per Permit	Taxi Cab Driver permit

FRANCHISE FEE:

$	50.00	Per Tow	Nonexclusive Franchise Fee for Rotational Tow Operators

PUBLIC WORKS
STREET IMPROVEMENTS

Material, Labor and Overhead Cost:				COV Standard
$ 127.31	*	Per Linear Foot	Barrier Curb & Gutter Type A2-6	C-4
$ 123.81	*	Per Linear Foot	Barrier Curb & Gutter (Infill & Replacement Only)	C-5
$ 124.86	*	Per Linear Foot	Roll Type Curb & Gutter (Infill & Replacement Only)	C-6
$ 144.70	*	Per Linear Foot	Median Curb Type B1-6, Retaining Curb & Landscaping Curb	C-8
$ 30.16	*	Per Square Foot	Sidewalk - Residential with Parkway	C-9
$ 35.73	*	Per Square Foot	Sidewalk - Residential Adjacent to Curb	C-10
$ 40.29	*	Per Square Foot	Sidewalk - Office/Commercial	C-11
$ 4,357.34	*	Per Lump Sum	20' Radius Curb Return with Sidewalk Connection - Detail 1	C-13
$ 4,434.39	*	Per Lump Sum	20' Radius Curb Return with Sidewalk Connection - Detail 2	C-14
$ 4,434.39	*	Per Lump Sum	20' Radius Curb Return with Sidewalk Connection - Detail 3	C-15
$ 4,784.66	*	Per Lump Sum	30' Radius Curb Return with Sidewalk Connection	C-16
$ 5,503.41	*	Per Lump Sum	35' Radius Curb Return with Sidewalk Connection - Detail 1	C-17
$ 5,503.41	*	Per Lump Sum	35' Radius Curb Return with Sidewalk Connection - Detail 2	C-18
$ 30.18	*	Per Linear Foot	Grind Concrete Sidewalk on Curb	D3
$ 19.30	*	Per Square Foot	Residential Drive Approach	C-22
$ 17.99	*	Per Square Foot	Multi-Family Residential/Office/Commercial Drive Approach	C-23
$ 24.67	*	Per Square Foot	Office/Commercial Drive Approach (Alternative-with Curb Return)	C-24
$ 19.99	*	Per Square Foot	Residential Drive Approach with Adjacent Sidewalk (Infill only)	C-25
$ 12.22	*	Per Square Foot	Major Commercial Drive Approach 35' Radius Curb Return	C-26
$ 10.11	*	Per Square Foot	Major Commercial Drive Approach 35' Radius Curb Return Alternative	C-27
$ 13.58	*	Per Square Foot	Major Commercial Drive Approach 20' Radius Curb Return	C-28
$ 12.83	*	Per Square Foot	Major Commercial Drive Approach 20' Radius Curb Return Alternative	C-29

* Improvements are done by external contractor.

Administrative:

$50 and 10%	$50 Administrative charge for placing on Tax Roll and interest of 10% compounded annually until balance is paid in full.

Impact Fees

PUBLIC FACILITY IMPACT FEES

Land Use / Size	Demand Unit[1]	Civic Center[2]	Corporation Yard	Library	Total
Residential					
Single Family Detached	D.U.	$532.00	$87.00	$67.00	**$686.00**
Single Family Attached-Includes Duplex	D.U.	$537.00	$87.00	$67.00	**$691.00**
Multi-Family	D.U.	$472.00	$77.00	$60.00	**$609.00**
Mobile Home	D.U.	$367.00	$59.00	$49.00	**$475.00**
Commercial / Shopping Center					
under 25,000 sq. ft. gross area	1,000 Sq Ft	$574.00	$93.00	NA	**$667.00**
25,001 to 50,000 sq. ft. gross area	1,000 Sq Ft	$494.00	$80.00	NA	**$574.00**
50,001 to 100,000 sq. ft. gross area	1,000 Sq Ft	$429.00	$69.00	NA	**$498.00**
over 100,000 sq. ft. gross area	1,000 Sq Ft	$345.00	$56.00	NA	**$401.00**
Office					
Medical-Dental Office	1,000 Sq Ft	$700.00	$113.00	NA	**$813.00**
under 25,000 sq. ft. gross area	1,000 Sq Ft	$716.00	$116.00	NA	**$832.00**
25,001 to 50,000 sq. ft. gross area	1,000 Sq Ft	$675.00	$109.00	NA	**$784.00**
50,001 to 100,000 sq. ft. gross area	1,000 Sq Ft	$639.00	$105.00	NA	**$744.00**
Industrial					
Business Park	1,000 Sq Ft	$546.00	$89.00	NA	**$635.00**
Mini-Warehouse	1,000 Sq Ft	$6.94	$1.16	NA	**$8.10**
Warehousing	1,000 Sq Ft	$220.00	$39.00	NA	**$259.00**
Manufacturing	1,000 Sq Ft	$312.00	$51.00	NA	**$363.00**
Light Industrial	1,000 Sq Ft	$398.00	$63.00	NA	**$461.00**
Other Nonresidential					
Nursing Home	bed	$61.00	$9.00	NA	**$70.00**
Hospital	1,000 Sq Ft	$584.00	$94.00	NA	**$678.00**
Day Care	student	$30.09	$3.47	NA	**$33.56**
High School	student	$12.74	$2.31	NA	**$15.05**
Elementary School	student	$12.74	$2.31	NA	**$15.05**
Lodging	room	$123.00	$17.00	NA	**$140.00**

[1] D.U. = dwelling units

[2] Impact fees for the civic center include both the administrative building and parking structure.

PUBLIC SAFETY IMPACT FEES

LAND USE DESIGNATION	Zoning	FIRE PROTECTION FACILITIES	POLICE FACILITIES
RESIDENTIAL		per gross acre	per gross acre
Rural	RA	$2,279.00	$329.00
Low Density	RLD	$2,279.00	$2,085.00
Medium Density	RMD	$2,279.00	$5,256.00
High Density	RHD	$2,279.00	$8,943.00
COMMERCIAL			
Convenience Center	CC	$2,279.00	$10,419.00
Neighborhood Center	CN	$2,279.00	$10,419.00
Shopping/Office Center	CSO	$2,279.00	$10,419.00
Community Center	CCM	$2,279.00	$10,419.00
Central Business District	CDT	$2,279.00	$10,419.00
Regional Center	CR	$2,279.00	$10,419.00
Highway	CH	$2,279.00	$3,196.00
Service	CS	$2,279.00	$2,529.00
OFFICE			
Professional/ Administration	PAO	$2,279.00	$4,239.00
Business Research Park	BRP	$2,279.00	$4,239.00
INDUSTRIAL			
Light Industrial	IL	$2,279.00	$304.00
Heavy Industrial	IH	$2,279.00	$304.00
PUBLIC / INSTITUTIONAL			
Public / Institutional	PI	$2,279.00	$1,204.00
PARKS			
Parks	PARK	$2,279.00	$360.00
AGRICULTURE			
Agriculture	A	$2,279.00	$491.00
CONSERVATION			
Conservation	C	$2,279.00	$316.00

GROUNDWATER OVERDRAFT MITIGATION FEE

Groundwater Overdraft Mitigation Fee:		
	per gross acre:	$1,555.00

NOTE:

In lieu of payment of the Groundwater Overdraft Mitigation Fee, and with concurrence of the City, any person seeking to annex property within the City may dedicate water rights to the City. The City, in its sole discretion, shall determine whether such dedication equals in value

GROUNDWATER IMPACT FEE

Groundwater Impact Fee:		
	per acre foot of water pumped:	$18.20

NOTE:

In lieu of payment of the Groundwater Impact Fee, and with concurrence of the City, all municipal water suppliers providing water service in the City may dedicate water rights to the City. The City, in its sole discretion, shall determine whether such dedication equals in value

NORTHEAST SPECIFIC PLAN AREA DEVELOPMENT FEES

ACQUISITION FEE BY SUBDIVISION			
Storm Drainage	$	970	/per unit
Block Walls	$	213	/per unit
Parkway Landscaping	$	419	/per unit
Bike Paths	$	77	/per unit
Total	**$**	**1,679**	/per unit

FEE BY DEVELOPMENT			
Medians	$	156	/per unit
Parks	$	214	/per unit
Financing Costs	$	168	/per unit
Total	**$**	**538**	/per unit

City-wide portion of Park Fee	$381	/per unit

The unit fee shall be adjusted annually by City Council based on the following:
a) Five percent (5%) per year increase in land acquisition costs;
b) An amount equal to the change in the Engineering News Record Construction Cost Index for improvement development costs.

NOTE:

The "Fee by Subdivision" shall be paid on each parcel of land in the Northeast Specific Plan Area prior to the approval of the final subdivision or parcel map. In the Case where units are to be constructed in previously subdivided areas which have not paid the unit fee identified as "Fee by Subdivision" above, the balance of the total unit fee shall be collected at the time of development.

In the event that a property develops with a non-residential use, the unit fee equivalent shall be calculated for that property and collected at the time of subdivision and building permits as appropriate.

The City-wide portion of the Park Fee is in addition to the Parks "Fee by Development" and shall be paid on each allowable dwelling unit at the same time the "Fee by Subdivision" is due.

PARK ACQUISITION & DEVELOPMENT IMPACT FEES

	ACQUISITION ($/Unit)	DEVELOPMENT ($/Unit)
Single-Family	$ 1,872.00	$ 2,529.00
Multi-Family	$ 1,648.00	$ 2,225.00
Mobile Home	$ 1,283.00	$ 1,732.00

NOTE:

The Acquisition Fee shall be paid on each allowable dwelling unit prior to the approval of the final subdivision or parcel map. Where no final subdivision or parcel map is recorded prior to issuance of a building permit for a residential development, the Acquisition Fee shall be paid at the time of issuance of the building permit or permits according to the Acquisition Fee schedule in effect at the time of issuance of such building permits. [7062(a)]

The Development Fee shall be paid at the time of issuance of a building permit or permits according to the Development Fee schedule in effect at the time of issuance of such building permits. [7062(a)]

Prior Vested Tentative Maps and Projects with existing Reimbursement Agreements will continue to be assessed per Resolution 08-32.

PARKING IN-LIEU

The Parking In-Lieu Fee is an optional program for new or expanding businesses within the Central Business District Parking Zones to meet Zoning Ordinance on-site parking requirement by paying the Parking In-Lieu Fee in-lieu of providing on-site parking with new development.

The Parking In-Lieu "change in use" fees for projects in the Parcel Based Improvement District's (PBID) boundaries of Zone One and Zone Two have been suspended as July 14, 2008, subject to the PBID making timely payments to the City's Central Business District Parking Zones Parking In-lieu Fund

For the Central Business District boundaries, please refer to the Parking Districts Zone Map on our website at: http://geodata.visalia.city/pages/standard-maps

For the Parcel Based Improvement District's, please refer to the PBID Boundaries and DT Visalians Map on our website at: http://geodata.visalia.city/pages/standard-maps

$ 5,449.00 /per parking stall

STORM DRAINAGE & WATERWAYS IMPACT FEES

LAND USE	PERCENT IMPERVIOUS	STORM DRAINAGE ACQUISITION FEE	STORM DRAINAGE DEVELOPMENT FEE	STORM DRAINAGE TOTAL FEE	WATERWAY ACQUISITION FEE
					($per gross acre)
RESIDENTIAL					
Rural	20	$ 1,760.00	$ 196.00	$ 1,956.00	$ 1,433.00
Low Density	43	$ 3,780.00	$ 420.00	$ 4,200.00	$ 3,086.00
Medium Density	70	$ 6,155.00	$ 684.00	$ 6,839.00	$ 5,022.00
High Density	80	$ 7,034.00	$ 780.00	$ 7,814.00	$ 5,739.00
COMMERCIAL					
Convenience Center	95	$ 8,356.00	$ 930.00	$ 9,286.00	$ 6,812.00
Neighborhood Center	85	$ 7,476.00	$ 830.00	$ 8,306.00	$ 6,097.00
Shopping/Office Center	80	$ 7,034.00	$ 780.00	$ 7,814.00	$ 5,739.00
Community Center	75	$ 6,595.00	$ 734.00	$ 7,329.00	$ 5,379.00
Central Business District	95	$ 8,356.00	$ 930.00	$ 9,286.00	$ 6,812.00
Regional Center	90	$ 7,914.00	$ 880.00	$ 8,794.00	$ 6,456.00
Highway	95	$ 8,356.00	$ 930.00	$ 9,286.00	$ 6,812.00
Service	95	$ 8,356.00	$ 930.00	$ 9,286.00	$ 6,812.00
Professional/ Administration	70	$ 6,155.00	$ 684.00	$ 6,839.00	$ 5,022.00
PUBLIC /INSTITUTIONAL	60	$ 5,278.00	$ 588.00	$ 5,866.00	$ 4,302.00
INDUSTRIAL					
Outside Industrial Park					
Light Industrial	80	$ 9,379.00	$ 1,041.00	$ 10,420.00	$ 7,651.00
Heavy Industrial	90	$ 10,551.00	$ 1,172.00	$ 11,723.00	$ 8,606.00
Industrial Park	N/A	$ 1,644.00	$ 183.00	$ 1,827.00	$ 1,340.00

NOTE:

The Acquisition Fee shall be paid on each parcel of land within the 2020 Urban Development Boundary prior to the approval of the final subdivision or parcel map. When no final subdivision or parcel map is submitted for approval prior to the commencement of the work of any development on each parcel of land, the Acquisition Fee shall be paid prior to the commencement of the work of any development thereon.

The Development Fee shall be paid on each parcel of land prior to the commencement of the work of any development thereon.

STORM DRAINAGE IMPACT FEES
CREDITS

PIPE
($/linear foot)

DIAMETER (inches)	NON-URBANIZED		URBANIZED*
18	$84.00	(RCP)	$114.00
24	$110.00	(RCP)	$147.00
27	$124.00	(RCP)	$175.00
30	$97.00	(CIP)	$135.00
36	$113.00	(CIP)	$157.00
42	$132.00	(CIP)	$184.00
48	$149.00	(CIP)	$209.00
54	$175.00	(CIP)	$234.00
60	$187.00	(CIP)	$262.00
72	$223.00	(CIP)	$313.00

RCP: Re-enforced concrete pipe (with rubber gaskets)
CIP: Cast-in-place concrete pipe

* Urbanized unit costs are guideline numbers only. Values may vary up or down depending on the individual situations regarding pavement replacement requirements and conflicts with utilities and other

MISCELLANEOUS

Basin Excavation:	per cubic yard	$4.60
Channel Excavation:	per cubic yard	$11.00
Pump Station:	(lump sum)	$76,544.00

The above unit costs and lump sum costs for pipe, excavation, and pump stations have a twenty percent (20%) add-on to the construction costs to cover engineering design and contingencies.

TRANSPORTATION IMPACT FEES

RESIDENTIAL			UNIT	FEE AMOUNT
Single Family			D.U.	$7,097.00
Multi-family			D.U.	$4,984.00
Senior / Assisted			D.U.	$2,583.00
COMMERCIAL				
General Retail	(<125,000 sq. ft.)		1,000 sq. ft.	$17,518.00
	(>125,000 sq. ft.)		1,000 sq. ft.	$11,684.00
Hotel / Motel			Room	$3,105.00
Gasoline Service Station			** *the following fees are cumulative*	
		1st - 4th	per Position	$31,867.00
		5th - 8th	per Position	$23,900.00
		9th - 12th	per Position	$17,926.00
		13th - beyond	per Position	$13,443.00
Note: Infill commercial projects may be eligible for reduced fee, see Infill Credit Policy				
OFFICE				
General Office			1,000 sq. ft.	$7,829.00
Medical / Dental Office			1,000 sq. ft.	$19,090.00
Government Office			1,000 sq. ft.	$33,782.00
Note: Infill office projects may be eligible for reduced fee, see Infill Credit Policy				
INDUSTRIAL				
Industrial / Service Commercial			1,000 sq. ft.	$2,447.00
Warehouse / Distribution		(0-20 KSF)	1,000 sq. ft.	$2,233.00
		(20-100 KSF)	1,000 sq. ft.	$1,656.00
		(100+ KSF)	1,000 sq. ft.	$1,080.00
Mini-Storage			1,000 sq. ft.	$1,148.00
INSTITUTIONAL				
School			1,000 sq. ft.	$5,346.00
Church			1,000 sq. ft.	$4,026.00

NOTE:

Prior Vested Tentative Maps and Projects with existing Reimbursement Agreements will continue to be assessed per Resolution 08-32.

INFILL CREDIT CRITERIA

A reduction in the amount of Transportation Impact Fees will be provided to all Commercial and Office Projects that meet the following criteria:

1. The project is in a location where the curb, gutter and sidewalk have been installed in the ultimate alignment.
2. The project is seventy-five percent surrounded by existing development that has been in place an average of fifteen years or more.
3. Any median islands that are planned on adjacent roadways have been installed.
4. The project was inside of the Visalia city limits prior to December 31, 1995.

Projects that meet the Infill criteria:

1. Receive Transportation Impact Fee reductions not to exceed twenty-five percent of the base fee.
2. Are not eligible for reimbursements or credits for any street improvements or repairs that are required by the City as a project condition.
3. The City Manager or his designee is authorized to determine whether a project meets the infill criteria.

DOWNTOWN BUSINESS DISTRICT CREDIT

A reduction in the amount of Transportation Impact Fees will be provided to all Projects that meet the following criteria:

1. The District would be bordered on the north and south by Murray and Mineral King Avenues and on the east and west by Conyer Street and the Tipton Street alignment, respectively.

Projects that meet the Infill criteria:

1. Receive Transportation Impact Fee reductions of twenty-five percent of the base fee.
2. This credit would be in addition to any "Infill Credit" given above.

CONNECTION FEES
TREATMENT PLANT CONNECTION CAPACITY CHARGES

RESIDENTIAL (single family, apartment, mobile home park)		$	945.00	/unit
COMMERCIAL				
Rest Home		$	351.00	/resident
Theater		$	16.20	/seat
Retail/Small Business		$	66.00	/1,000 sq. ft.
Office		$	278.00	/1,000 sq. ft.
Service Station		$	1,095.00	/each
Car Wash				
	Self Service	$	2,984.00	/stall
	Automatic	$	25,646.00	/each
Bakery		$	4,373.00	/each
Restaurant				
	Fast Food	$	23,898.00	/each
	Walk-up	$	7,111.00	/each
	Family-type with bar	$	349.00	/seat
	Family-type without bar	$	327.00	/seat
Grocery with Garbage Disposal & Fraternal Lodge with Kitchen		$	312.00	/1,000 sq. ft.
Laundromat				
	Coin Operated	$	162.00	/machine
	Dry Cleaner	$	1,769.00	/each
Hotel/Motel				
	With dining facility	$	508.00	/room
	Without dining facility	$	372.00	/room
INSTITUTIONAL				
Hospital		$	598.00	/bed
School				
	Jr. and Sr. High School	$	66.00	/student
	Elementary School	$	39.00	/student
	Day Care	$	39.00	/student
Church				
	With kitchen	$	48.00	/seat
	Without kitchen	$	16.00	/seat
LIGHT INDUSTRY				
Light Industry		$	52.00	/employee per 8-hr shift
INDUSTRY				
(Unit Cost) x (Average Day)				
Peak Month Loadings (from Discharge Permit)				
Unit Costs:				
	Flow	$	2.67	/gallon /day, plus
	Biochemical Oxygen Demand	$	330.00	/lb./day, plus
	Suspended Solids	$	207.50	/lb./day

CONNECTION FEES
TRUNK LINE CAPACITY CHARGE

RESIDENTIAL			
Single-Family		$ 952.00	/unit
Multi-Family		$ 538.00	/unit
Mobile Home Park		$ 598.00	/space
COMMERCIAL			
Car Wash			
	Self Service	$ 1,472.00	/stall
	Automatic	$ 23,553.00	/each
Tourist and Trailer Camp		$ 148.00	/space
Theater		$ 6.90	/seat
Hotel/Motel		$ 89.00	/room
Retail/Small Business		$ 30.00	/1,000 square ft.
Shopping Center		$ 18.60	/1,000 square ft.
Office		$ 117.00	/1,000 square ft.
Service Station		$ 1,472.00	/each
Restaurant			
	Fast Food	$ 5,450.00	/each
	Walk-up	$ 1,620.00	/each
	Family-Type without Bar	$ 73.00	/seat
	Family-Type with Bar	$ 79.00	/seat
Laundromat		$ 73.00	/machine
INSTITUTIONAL			
Hospital		$ 369.00	/bed
Jr. and Sr. High School		$ 39.00	/student
Elementary School		$ 18.60	/student
Church without Kitchen		$ 6.90	/seat
Church with Kitchen		$ 9.20	/seat
LIGHT INDUSTRY		$ 30.00	/1,000 square ft.
INDUSTRY			
	Outside Industrial Park	$ 1.16	/gallon per day (peak flow)
	Inside Industrial Park	$ 1.16	/gallon per day (peak flow)

Enterprise Fees

AIRPORT

$	42.00	Per Month	Heavy Appliance Electricity Surcharge
$	7.00	Per Night	Overnight parking - Single
$	10.00	Per Night	Overnight parking – Twin
$	25.00	Per Night	Overnight parking - Jet
$	0.85	Per 1,000 lbs.	Landing fee (Commercial only) Max. gross landing weight
$	0.10	Per Gallon	Fuel Flowage/Tank Owner Customers
$	0.05	Per Gallon	Fuel Flowage/Commercial Customers
$	0.40	Per Gallon	Bulk Fuel Price Below Truck Price
$	1.25	Per Gallon	Into-Plane Rate
$	1.15	Per Gallon	Into-Plane Rate/EPIC Contract Fuel
$	122.50	Per Month	Commercial Operator's Permit
$	10.00	Per Start	Battery starts
$	107.00	Per Half Day	West side ramp
$	194.00	Per Day	West side ramp
$	33.00	Per Hour	Conference room rental
$	100.50	Per Half Day	Conference room rental
$	176.00	Per Day	Conference room rental
$	25.00	Per Key	Gate card replacement fee
$	500.00	Per Space	Hangar waiting list deposit
$	13,500.00	Per Service	Airport Sewer Connection Fee

The airport has the following types of agreements: hangar, tiedown, land, and facilities. The hangar and tiedown agreements have specific rental rate adjustments, based on the CPI, which were approved by Council in April 1993 and again in June 1994.

BUILDING PERMIT FEE SCHEDULE

Description	Plan Check Fee		Fire Plan Check Fee		Inspection Fee		Total Fee	
RESIDENTIAL MASTER PLANS								
The following fees are cumulative and includes in the permit: plumbing, mechanical, electrical and fire sprinkler								
Master Plans = Single Family / Multi-Family / ADU (Accessory Dwelling Units)								
0 to 1,750 sq. ft.	0.59	per sq./ft.	0.10	per sq./ft.			0.69	per sq./ft.
1,751 sq. ft. and over	0.48	per sq./ft.	0.06	per sq./ft.			0.54	per sq./ft.
Reversed Plans - 50% of the above fees								
NEW RESIDENTIAL								
Tract / Production Dwelling / ADU (Accessory Dwelling Units)								
0 to 1,750 sq. ft.	0.12	per sq./ft.			1.06	per sq./ft.	1.18	per sq./ft.
1,751 sq. ft. and over	0.12	per sq./ft.			0.79	per sq./ft.	0.91	per sq./ft.
Custom Dwelling / ADU (Accessory Dwelling Units)	0.69	per sq./ft.	0.10	per sq./ft.	1.29	per sq./ft.	2.08	per sq./ft.
TEMPORARY SALES OFFICE / MODEL HOME / SALES TRAILER / CONSTRUCTION TRAILER								
Minimum fee required	60.60	each			157.00	each	217.60	each
	0.69	per sq./ft.			1.07	per sq./ft.	1.76	per sq./ft.
RESIDENTIAL REMODEL, ADDITIONS, GAME ROOMS & POOL HOUSES								
The following fees are cumulative and includes in the permit: plumbing, mechanical and electrical								
Minimum fee required	121.60	each			157.00	each	278.60	each
0 to 500 sq. ft.	0.59	per sq./ft.			1.29	per sq./ft.	1.88	per sq./ft.
501 and over	0.32	per sq./ft.			0.64	per sq./ft.	0.96	per sq./ft.
NEW PATIO COVERS, CARPORTS & MISC. RESIDENTIAL STRUCTURES								
Garage or Detached Building or Storage:	0.31	per sq./ft.			0.76	per sq./ft.	1.07	per sq./ft.
Wood Patio or Carport or Raised Decks or Balconies	30.20	each			313.90	each	344.10	each
Manufactured Aluminum Carport or Patio	30.20	each			157.00	each	187.20	each
SWIMMING POOLS & SPAS								
The following fees are included in the permit: plumbing, mechanical and electrical								
Swimming pool & Spa	151.90	each			313.90	each	465.80	each
Swimming pool & Spa with heater or gas line	151.90	each			423.60	each	575.50	each
Above-ground pool	60.80	each			78.40	each	139.20	each
RE-ROOFING								
Residential								
Simple roof overlay					120.69	each	120.69	each
Re-roof with sheathing					159.94	each	159.94	each
Structural with calculations	60.80	each			159.94	each	220.74	each
Commercial / Multi-Family								
Simple roof overlay up to 7,500 sq. ft.					156.92	each	156.92	each
Simple roof overlay 7,501 to 15,000 sq. ft.					313.81	each	313.81	each
Simple roof overlay 15,001 to 150,000 sq. ft.					470.72	each	470.72	each
Re-roof with sheathing up to 7,500 sq. ft.					313.81	each	313.81	each
Re-roof with sheathing 7,501 to 15,000 sq. ft.					470.72	each	470.72	each
Re-roof with sheathing 15,001 to 150,000 sq. ft.					706.00	each	706.00	each
Structural with calculations up to 15,000 sq. ft.	60.80	each			470.72	each	531.52	each
Structural with calculations 15,001 to 150,000 sq. ft.	121.60	each			706.00	each	827.60	each
RELOCATION / MOVING OF BUILDING								
Application for permit					416.44	each	416.44	each
Residential or Commercial permit	0.30	per sq./ft.	0.10	per sq./ft.	0.93	per sq./ft.	1.33	per sq./ft.

BUILDING PERMIT FEE SCHEDULE (cont.)

Description	Plan Check Fee	Inspection Fee	Total Fee
ELECTRICAL			
Plan Check fee: 55% of the Inspection fee (when applicable)			
Photovoltaic System — set by Assembly Bill AB1414 and shall remain in effect until 1-1-26			
Residential 1- 15 kilowatts	150.00 each	300.00 each	450.00 each
Residential for each kilowatt above 15 kw		15.00 per kilowatt	15.00 per kilowatt
Commercial 1- 50 kilowatts	400.00 each	600.00 each	1000.00 each
Commercial for each kilowatt between 51kw and 250kw		7.00 per kilowatt	7.00 per kilowatt
Commercial for each kilowatt above 250 kw		5.00 per kilowatt	5.00 per kilowatt
Temp Electrical			
Temporary Power Service		157.00 each	157.00 each
Temporary Distribution System or Temporary Lighting		157.00 each	157.00 each
Christmas Tree Sales Lots		157.00 each	157.00 each
Circus and Carnivals		235.40 each	235.40 each
Power Wall Systems (aka battery storage)	86.35	157.00	243.35
EV Charger Systems			
Residential	61.00	157.00	218.00
Commercial - including 1 to 2 charges	121.00	157.00	278.00
Commercial - including 3 to 6 charges	242.00	314.00	556.00
Receptacle, Switch, and Light Outlets			
Residential first 20 fixtures		78.40 each	78.40 each
Residential over 20 fixtures - - -each additional fixture		1.60 each	1.60 each
Commercial first 20 fixtures		157.00 each	157.00 each
Commercial over 20 fixtures - - - each additional fixture		6.30 each	6.30 each
Pole or platform-mounted lighting fixtures		157.00 each	157.00 each
Non-illuminated: monument / pole / wall		157.00 each	157.00 each
Electrical Equipment			
Residential Appliances - - -		78.40 each	78.40 each
Not exceeding one horsepower (HP) (746W) in each rating. Fixed appliances or receptacle outlets, including wall-mounted electric ovens; counter-mounted cooking tops; electric ranges; console or through-wall air conditioners; space heaters, dishwashers, washing machines; water heaters; clothes dryers, or other motor-operated appliances. For other types; see Power Apparatus.			
Non-Residential Appliances - - -		157.00 each	157.00 each
Not exceeding one horsepower (HP), kilowatt (kW) or kilovolt-ampere (kVA) in each rating. Nonresidential appliances and self-contained factory-wired including medical and dental devices; food, beverage and ice cream cabinets; illuminated show cases; drinking fountains; vending machines; laundry machines or similar types of equipment. For other types; see Power Apparatus.			
Power Apparatus - - -		313.90 each	313.90 each
Up to and including one unit. Motors, generators, transformers, rectifiers, synchronous converters, capacitors, industrial heating, air conditioners and heat pumps, cooking or baking equipment and other apparatus.			
Two to ten units		78.40 each	78.40 each
Eleven to fifty units		157.00 each	157.00 each
Fifty-one to one hundred units		235.40 each	235.40 each
Over one hundred units		392.20 each	392.20 each
*Note: For equipment or appliances listed above which have more than one motor, transformer, heater, etc., the sum of the combined ratings may be used.			
Busways			
100 feet or fraction thereof		157.00 each	157.00 each
Lighting fixtures, motors, or other appliances that are connected to trolley and plug in busways		78.40 each	78.40 each
Electrical Services			
600 volts or less and not over 400 amperes		157.00 each	157.00 each
600 volts or less and over 400 to 1,000 amperes		313.90 each	313.90 each
Over 600 volts or over 1,000 amperes		313.90 each	313.90 each
Miscellaneous Electrical			
For electrical apparatus, conduits, conductors and generators for a which a permit is required but for which no fee is herein set forth		157.00 per hour	157.00 per hour
Re-instatement of Electrical Meter		157.00 each	157.00 each

BUILDING PERMIT FEE SCHEDULE (cont.)

Description	Plan Check Fee	Fire Plan Check Fee	Inspection Fee	Total Fee
NEW MULTI-FAMILY				
The following fees are included in the permit: plumbing, mechanical, electrical and fire sprinkler				
Production Dwellings:				
Duplex	0.12 per sq./ft.		1.06 per sq./ft.	1.18 per sq./ft.
Triplex/ Fourplex	0.08 per sq./ft.		1.29 per sq./ft.	1.37 per sq./ft.
Apartments / Mobile Hm - 0 to 5,000 sq. ft.	0.06 per sq./ft.		0.77 per sq./ft.	0.83 per sq./ft.
Apartments / Mobile Hm - 5,001 and over	0.04 per sq./ft.		0.59 per sq./ft.	0.63 per sq./ft.
Non-Production Dwellings:				
Duplex / Triplex / Fourplex	0.69 per sq./ft.	0.10 per sq./ft.	1.29 per sq./ft.	2.08 per sq./ft.
Apartments / Mobile Hm - 0 to 5,000 sq. ft.	0.59 per sq./ft.	0.10 per sq./ft.	0.77 per sq./ft.	1.46 per sq./ft.
Apartments / Mobile Hm - 5,001 and over	0.48 per sq./ft.	0.08 per sq./ft.	0.59 per sq./ft.	1.15 per sq./ft.
The fees listed above are cumulative				
NEW COMMERCIAL — Shell (includes corporate airport hangar)				
The following fees are cumulative and includes in the permit: plumbing, mechanical and electrical				
Minimum fee required	121.54 each		157.00 each	278.54 each
0 to 5,000 sq. ft.	0.39 per sq./ft.	0.10 per sq./ft.	0.53 per sq./ft.	1.02 per sq./ft.
5,001 to 10,000 sq. ft.	0.21 per sq./ft.	0.08 per sq./ft.	0.30 per sq./ft.	0.59 per sq./ft.
10,001 to 50,000 sq. ft.	0.12 per sq./ft.	0.06 per sq./ft.	0.20 per sq./ft.	0.38 per sq./ft.
50,001 to 100,000 sq. ft.	0.10 per sq./ft.	0.04 per sq./ft.	0.12 per sq./ft.	0.26 per sq./ft.
Over 100,001 sq. ft.	0.03 per sq./ft.	0.02 per sq./ft.	0.05 per sq./ft.	0.10 per sq./ft.
NEW COMMERCIAL — Shell with Interior Improvements (includes Hotels/Motels/Assisted Living)				
The following fees are cumulative and includes in the permit: plumbing, mechanical and electrical				
Minimum fee required	121.54 each		157.00 each	278.54 each
0 to 5,000 sq. ft.	0.57 per sq./ft.	0.10 per sq./ft.	0.89 per sq./ft.	1.56 per sq./ft.
5,001 to 10,000 sq. ft.	0.39 per sq./ft.	0.08 per sq./ft.	0.56 per sq./ft.	1.03 per sq./ft.
10,001 to 50,000 sq. ft.	0.20 per sq./ft.	0.06 per sq./ft.	0.29 per sq./ft.	0.55 per sq./ft.
50,001 to 100,000 sq. ft.	0.14 per sq./ft.	0.04 per sq./ft.	0.20 per sq./ft.	0.38 per sq./ft.
Over 100,001 sq. ft.	0.07 per sq./ft.	0.02 per sq./ft.	0.09 per sq./ft.	0.18 per sq./ft.
COMMERCIAL ALTERATIONS / TENANT IMPROVEMENTS				
The following fees are cumulative and includes in the permit: plumbing, mechanical and electrical				
0 to 5,000 sq. ft.	0.39 per sq./ft.	0.10 per sq./ft.	0.65 per sq./ft.	1.14 per sq./ft.
5,001 to 10,000 sq. ft.	0.18 per sq./ft.	0.08 per sq./ft.	0.31 per sq./ft.	0.57 per sq./ft.
10,001 to 50,000 sq. ft.	0.05 per sq./ft.	0.06 per sq./ft.	0.10 per sq./ft.	0.21 per sq./ft.
50,001 to 100,000 sq. ft.	0.04 per sq./ft.	0.04 per sq./ft.	0.10 per sq./ft.	0.18 per sq./ft.
Over 100,001 sq. ft.	0.04 per sq./ft.	0.02 per sq./ft.	0.05 per sq./ft.	0.11 per sq./ft.
RACKING SYSTEMS				
The following fees are cumulative				
0 to 5,000 sq. ft.	0.12 per sq./ft.	0.10 per sq./ft.	0.20 per sq./ft.	0.42 per sq./ft.
5,001 to 10,000 sq. ft.	0.10 per sq./ft.	0.08 per sq./ft.	0.11 per sq./ft.	0.29 per sq./ft.
10,001 to 50,000 sq. ft.	0.08 per sq./ft.	0.06 per sq./ft.	0.09 per sq./ft.	0.23 per sq./ft.
50,001 to 100,000 sq. ft.	0.06 per sq./ft.	0.04 per sq./ft.	0.07 per sq./ft.	0.17 per sq./ft.
Over 100,001 sq. ft.	0.04 per sq./ft.	0.02 per sq./ft.	0.05 per sq./ft.	0.11 per sq./ft.
NEW MISCELLANEOUS ACCESSORY COMMERCIAL / INDUSTRIAL STRUCTURES / TRASH ENCLOSURES / CARPORTS				
Minimum fees required	60.78 each		156.92 each	217.70 each
Includes Com.Coach.,permanent or tempora	0.51 per sq./ft.		0.93 per sq./ft.	1.44 per sq./ft.
FIRE & HOOD SUPPRESSION / ALARM SYSTEM / DETECTION SYSTEM				
New Sprinkler Systems		121.60 minimum	157.00 minimum	278.60 minimum
0 to 10,000 sq. ft.		0.10 per sq./ft.	0.16 per sq./ft.	0.26 per sq./ft.
10,001 to 100,000 sq. ft.		0.04 per sq./ft.	0.10 per sq./ft.	0.14 per sq./ft.
Over 100,001 sq. ft		0.01 per sq./ft.	0.04 per sq./ft.	0.05 per sq./ft.
- the fee listed above are cumulative				
Sprinkler System Expansion - sprinkler drops: adding a branch or main		121.60 per hour	157.00 per hour	278.60 per hour
Hood Suppression Systems, Fire Alarms, Fire Service Main Systems per hour with one hr. min.		121.60 per hour	157.00 per hour	278.60 per hour

BUILDING PERMIT FEE SCHEDULE (cont.)

Description	Inspection Fee		Total Fee	
MECHANICAL				
Plan Check fee: 55% of the inspection fee (when applicable)				
Furnaces & A/C Units				
Replacement of a forced-air or gravity-type furnace or burner, including ducts and vents attached to such appliance:				
up to and including 100,000 BTU's	157.00	each	157.00	each
over 100,000 BTU's	235.40	each	235.40	each
Install or Replace Wall Heater	157.00	each	157.00	each
Repair of Floor or Wall Heater	78.40	each	78.40	each
Appliance and Vents				
Relocation or Replacement of gas appliance	78.40	each	78.40	each
Relocation or Replacement of an appliance vent	78.40	each	78.40	each
Exhaust Ventilation				
Replacement of Residential Hoods and Ventilation Fans	78.40	each	78.40	each
Boilers, Compressors and Absorption Systems				
Replace of each boiler or compressor to and including 3 horsepower (10.6kw)	157.00	each	157.00	each
Replace of each absorption system to and including 100,000 BTU's	157.00	each	157.00	each
Replace of each boiler or compressor to and including 15 horsepower (52.7kW)	235.40	each	235.40	each
Replace of each absorption system over 100,000 BTU's and up to 500,000 BTU's	235.40	each	235.40	each
Repairs or Additions				
Repair or alteration to a heating appliance, refrigeration unit, cooling unit or absorption unit	78.40	each	78.40	each
Air Handlers				
For each air-handling unit, including ducts attached thereof	157.00	each	157.00	each
Note: This fee does not apply to an air-handling unit which is a portion of a factory-assembled appliance, cooling unit, evaporative cooler or absorption unit for which a permit is required elsewhere.				
For each air-handling unit, including ducts attached thereof over 2,000 cfm	235.40	each	235.40	each
Evaporative Coolers				
Other than a portable type ventilation and exhaust	78.40	each	78.40	each
Incinerators				
Relocation or Replace of a domestic type	78.40	each	78.40	each
Relocation or Replace of a commercial or industrial-type incinerator	157.00	each	157.00	each
Miscellaneous Mechanical				
For mechanical for a which a permit is required but for which no fee is herein set forth	157.00	per hour	157.00	per hour

BUILDING PERMIT FEE SCHEDULE (cont.)

Description	Inspection Fee		Total Fee	
PLUMBING				
Plan Check fee: 55% of the inspection fee (when applicable)				
Fixtures and Vents				
For each fixture or trap or set of fixtures on 1 to 4 traps minimum (including water, drainage piping and backflow protection thereof)	78.40	each	78.40	each
For repair or alteration of drainage or vent piping; each fixture	78.40	each	78.40	each
Water Heaters and Special Appliances				
Replacement of Water Heater or Special Appliances	78.40	each	78.40	each
Replacement of Water Heater with new gas piping	157.00	each	157.00	each
Gas Piping Systems				
One to Five Outlets	78.40	each	78.40	each
Over Five Outlets; each	47.10	each	47.10	each
Lawn Sprinklers				
For each lawn sprinkler system on any one meter	157.00	each	157.00	each
Additional meters for new system listed above	78.40	each	78.40	each
Repair of existing system	78.40	each	78.40	each
Protection Devices				
Backflow Preventer or Vacuum Breakers ; one to five devices	157.00	each	157.00	each
Backflow Preventer or Vacuum Breakers over five devices; each	78.30	each	78.30	each
Atmospheric type vacuum breakers over 2 inches	78.40	each	78.40	each
Wells				
Installation of a New Well	470.70	each	470.70	each
Demolition of a Well	314.00	each	314.00	each
Monitoring Well / Demolition of Monitoring Well	157.00	each	157.00	each
Miscellaneous Plumbing				
For plumbing for a which a permit is required but for which no fee is herein set forth	157.00	per hour	157.00	per hour
Re-Instatement of Gas Meter	157.00	each	157.00	each
Sewers, Disposal Systems and Interceptors				
New Septic Tank & Disposal System (included in fees is a plan check fee of $121.60)	435.30	each	435.30	each
Replacement of Building Sewer	78.40	each	78.40	each
Replacement or Repair of building private sewer system	313.90	each	313.90	each
Replacement or Repair of a industrial waste interceptor; such as carwash or service station	157.00	each	157.00	each
Replacement or Repair of a kitchen-type interceptor	157.00	each	157.00	each
Rain Water Systems per drain inside building	78.40	each	78.40	each
OTHER FEES				
* At the discretion of the Bldg. Official, fee rates may be adjusted, when special circumstances are found to exist, to reflect the actual cost of service				
Address Change			243.00	each
Application for Use of Alternate Materials and Methods in Construction			486.00	each
Building Appeals Board Application			607.70	each
Duplicate Inspection Card			5.90	each
Renewal of Expired Permit			30.70	each
Special Inspections or Temporary Utilities			313.90	each
Demolition Permit Deposit - - - refunded after final approval			2000.00	each
Temporary Certificate of Occupancy			313.90	each
Work without Permit			2x Permit Fee	each

BUILDING PERMIT FEE SCHEDULE (cont.)

	Plan Check Fee	Inspection Fee	Total Fee
DEMOLITION			
When not included as part of a tenant improvement All demolition permits require a $2,000 deposit except Pool Demo. Deposits are refunded after final approval			
Demolition	121.60 each - when applicable	157.00 each	278.60 each
FENCE / MASONRY / RETAINING WALLS			
Wood Fence		0.00 each	0.00 each
Masonry or Retaining Walls			
0 to 50 linear ft. and over 4 ft. tall	60.80 each	157.00 each	217.80 each
over 50 linear ft. and over 4 ft. tall - each add'l 50 ft.	12.20 each	78.40 each	90.60 each
AWNINGS			
Awnings	30.20 each	78.40 each	108.60 each
SIGNS			
Reface or Repaint	30.20 each	48.20 each	78.40 each
Non-illuminated: monument / pole / wall	30.20 each	157.00 each	187.20 each
each additional branch circuit (for existing signs only)	0.00 each	78.50 each	78.50 each
Illuminated: monument / pole / wall	30.20 each	235.40 each	265.60 each
each additional branch circuit	0.00 each	117.70 each	117.70 each
OTHER PLAN CHECK FEES			
Plan Check Reviews in excess of submittal and two re-check reviews	364.60 each		364.60 each
Approving Lost Plans	121.60 each		121.60 each
Lost Truss Calcs or Energy Calcs	121.60 each		121.60 each
Changes or Deviation from Approved Plans	121.60 per hour		121.60 per hour
Expedited Plan Check Fee*	150% of original fee		150% of original fee
*Availability dependent upon staffing resources			
OTHER INSPECTION FEES			
Changes or Deviation from Issued Permit		157.00 per hour	157.00 per hour
Re-Inspection fee		209.20 each	209.20 each
Code Compliance: First Time Home Buyer or Residential Inspection		209.20 each	209.20 each
Fire Damage Report		209.20 each	209.20 each
Expedited Overtime Inspection Fee (two (2) hr minimum)*		103.90 per hour	103.90 per hour
*Availability dependent upon staffing resources			
STRONG MOTION TABLE as set by State			
Residential (3 stories or less)		0.13 per $1,000.00 valuation	
Commercial and All Other Building Construction		0.28 per $1,000.00 valuation	
CA BLDG STANDARDS ADMIN FEE (CBSC Fee) as set by State			
		1.00 per $25,000.00 valuation or fraction thereof	
PLAN CHECK FEES ARE DUE AT TIME OF PLAN SUBMITTAL			

EXAMPLES AT THE CURRENT RATES

SINGLE FAMILY CUSTOM DWELLING - 2,000 SQ. FT. - VALUATION OF $200,000.00

$1,380.00 Plan Ck Fee + $200.00 Fire Plan Ck Fee + $2,580.00 Inspection Fee + $26.00 Strong Motion Fee + $8.00 CBSC Fee = $4,194.00 Total Building Permit Fee

NEW COMMERCIAL WITH INTERIOR IMPROVEMENTS- 10,000 SQ. FT. - VALUATION OF $200,000

$2,850.00 Plan Check Fee (first 5,000 sq. ft.) + $1,950.00 Plan Check Fee (next 5,000 sq. ft.) = $4,800.00 Total Plan Check Fee +

$500.00 Fire Plan Check Fee (first 5,000 sq. ft.) + $400.00 Fire Plan Check Fee (next 5,000 sq., ft.,) = $900.00 Total Fire Plan Check Fee +

$4,450.00 Inspection Fee (first 5,000 sq. ft.) + $2,800.00 Inspection Fee (next 5,000 sq., ft.,) = $7,250.00 Total Inspection Fee +

$42.00 Strong Motion Fee + $8.00 CBSC Fee = $13,000.00 Total Building Permit Fee

ELEVATOR PERMIT FEES

New Installations

Dumbwaiter or Private Residence elevator:
Multi Residential Buildings not serving more than 2 units and not acessible to the public

Up to and including $10,000.00 of valuation.....	$ 22.00	
Over $10,000 of valuation.....	$ 22.00	plus $1.50 for each $1,000.00 or fraction thereof over $10,000.00

CONSTRUCTION & DEMOLITION PERMIT FEE SCHEDULE

Description	
NEW RESIDENTIAL	
Tract Single Family Dwelling	$ 135.54
Custom Single Family Dwelling	$ 225.99
Multi-Family Dwelling	$ 117.30
RESIDENTIAL RENOVATION / REMODEL	
ALL Bathroom/Kitchen remodel/renovations	$ 135.54
Renovation/remodel/addition ≥ 500 sq. ft. and/or $20,000	$ 135.54
Fences, carports, patio covers & misc. residential structures (add-ons)	$ 135.54
DEMOLITION	
Demolition ≥ 500 sq. ft.	$ 452.27
COMMERCIAL	
NEW WITH IMPROVEMENTS	
1,000 to 5,000 sq. ft.	$ 271.22
5,001 to 10,000 sq. ft.	$ 452.27
10,001 to 50,000 sq. ft.	$ 633.03
50,001 to 100,000 sq. ft.	$ 813.94
Over 100,001 sq. ft.	$ 994.85
NEW WITHOUT IMPROVEMENTS	
1,000 to 5,000 sq. ft.	$ 271.22
5,001 to 10,000 sq. ft.	$ 452.27
10,001 to 50,000 sq. ft.	$ 633.03
50,001 to 100,000 sq. ft.	$ 813.94
Over 100,001 sq. ft.	$ 994.85
TENANT IMPROVEMENTS	
1,000 to 5,000 sq. ft.	$ 271.22
5,001 to 10,000 sq. ft.	$ 452.27
10,001 to 50,000 sq. ft.	$ 633.03
50,001 to 100,000 sq. ft.	$ 813.94
Over 100,001 sq. ft.	$ 994.85

CONVENTION CENTER

To establish a more client friendly rate schedule, the Convention Center will retain the flexibility to provide clients with a package, or all inclusive pricing fees, and the ability to create pilot programs/services with the other members of the hospitality industry.

Charges for items other than those specifically listed below will be determined by the City based on the cost of providing those services.

FACILITY RENTAL UP TO:

$	5,470.00	Per day	Exhibit Hall for consumer shows and tradeshows
$	2,735.00	Per day	Exhibit Hall for consumer shows & tradeshows for move-in/out & turnaround reset.
$	3,355.00	Per day	Exhibit Hall for non-profit (Friday through Sunday only – Holidays and days of celebration not included)
$	2,615.00	Per day	Exhibit Hall for non-profit (Monday through Thursday only – Holidays and days of celebration not included)
$	4,440.00	Per day	Exhibit Hall - Standard Commercial Rate
$	2,220.00	Per day	Exhibit Hall - Commercial Rate for move in/out & turnaround reset
$	135.00	Per day	Green Room use
$	2,705.00	Per day	Charter Oak Ballroom for banquet (5:30pm-Midnight Mon-Fri, 3:30pm-Midnight Sat & Sun.) - Limited Occupancy Times
$	1,705.00	Per day	Charter Oak Ballroom for meeting (6am-4pm Mon-Fri, 6am-2pm Sat & Sun.) - Limited Occupancy
$	3,560.00	Per day	Charter Oak Ballroom ALL-DAY (6am-Midnight Mon-Sun)
$	1,350.00	Per day	Charter Oak Ballroom move in/out
$	850.00	Per day	Charter Oak Ballroom turnaround reset
$	905.00	Per day	Charter Oak Ballroom "E" for banquet (5:30pm-Midnight Mon-Fri, 3:30pm-Midnight Sat & Sun.) - Limited Occupancy Times
$	570.00	Per day	Charter Oak Ballroom "E" for meeting (6am-4pm Mon-Fri, 6am-2pm Sat & Sun.) - Limited Occupancy Times
$	1,185.00	Per day	Charter Oak Ballroom "E" ALL-DAY (6am-Midnight Mon-Sun)
$	450.00	Per day	Charter Oak Ballroom "E" move in/out
$	285.00	Per day	Charter Oak Ballroom "E" turnaround reset
$	450.00	Per day	Charter Oak Ballroom A, B, C or D for banquet (5:30pm-Midnight Mon-Fri, 3:30pm-Midnight Sat & Sun. - Limited Occupancy Times
$	285.00	Per day	Charter Oak Ballroom A, B, C, or D for meeting (6am-4pm Mon-Fri, 6am-2pm Sat & Sun.) - Limited Occupancy Times
$	590.00	Per day	Charter Oak Ballroom A, B, C or D ALL-DAY (6am-Midnight Mon-Sun)
$	220.00	Per day	Charter Oak Ballroom A, B, C or D move in/out
$	135.00	Per day	Charter OakBallroom A, B, C, or D turnaround reset
$	975.00	Per day	San Joaquin Ballroom (6am-4pm or 5:30pm-Midnight Mon-Fri, 6am-2pm or 3:30pm-Midnight Sat & Sun.) - Limited Occupancy Times
$	1,455.00	Per day	San Joaquin Ballroom ALL-DAY (6am-Midnight Mon-Sun)
$	485.00	Per day	San Joaquin Ballroom move in/out & turnaround reset
$	240.00	Per day	San Joaquin Ballroom A, B, C or D (6am-4pm or 5:30pm-Midnight Mon-Fri, 6am-2pm or 3:30pm-Midnight Sat & Sun.) - Limited Occupancy Times
$	360.00	Per day	San Joaquin Ballroom A, B, C or D ALL-DAY (6am-Midnight Mon-Sun)
$	120.00	Per day	San Joaquin Ballroom A, B, C or D move in/out & turnaround reset
$	240.00	Per day	Sequoia A or B or Sierra B (6am-4pm Mon-Sun or 5:30pm-Midnight Mon-Sun) - Limited Occupancy Times
$	360.00	Per day	Sequoia A or B or Sierra B ALL-DAY (6am-Midnight Mon-Sun)
$	120.00	Per day	Sequoia A or B or Sierra B move in/out & turnaround reset
$	485.00	Per day	Sequoia A & B (6am-4pm Mon-Sun or 5:30pm-Midnight Mon-Sun.) - Limited Occupancy Times
$	725.00	Per day	Sequoia A & B ALL-DAY (6am-Midnight Mon-Sun)
$	240.00	Per day	Sequoia A & B move in/out & turnaround reset
$	180.00	Per day	Mineral King / Kaweah A or B or Sierra A (6am-4pm Mon-Sun or 5:30pm-Midnight Mon-Sun.) - Limited Occupancy Times
$	270.00	Per day	Mineral King / Kaweah A or B or Sierra A ALL-DAY (6am-Midnight Mon-Sun)
$	90.00	Per day	Mineral King / Kaweah A or B or Sierra A move in/out & turnaround reset

CONVENTION CENTER (cont.)

FACILITY RENTAL UP TO: (Cont)

$	250.00	Per day	Mineral King / Kaweah A & B (6am-4pm Mon-Sun or 5:30pm-Midnight Mon-Sun.) - Limited Occupancy Times
$	360.00	Per day	Mineral King / Kaweah A & B ALL-DAY (6am-Midnight Mon-Sun)
$	125.00	Per day	Mineral King / Kaweah A & B move in/out & turnaround reset
$	295.00	Per day	Executive Board Room (6am-4pm Mon-Sun or 5:30pm-Midnight Mon-Sun.) - Limited Occupancy Times
$	440.00	Per day	Executive Board Room ALL-DAY(6am-Midnight Mon-Sun)
$	150.00	Per day	Executive Board Room move in/out & turnaround reset
$	315.00	Per day	Grand Board Room (6am-4pm Mon-Sun or 5:30pm-Midnight Mon-Sun.) - Limited Occupancy Times
$	465.00	Per day	Grand Board Room ALL-DAY (6am-Midnight Mon-Sun)
$	160.00	Per day	Grand Board Room move in/out & turnaround reset
$	1,485.00	Per day	Courtyards - Eucalyptus and Plaza
$	745.00	Per day	Courtyards move in/out & turnaround reset
$	320.00	Per day	Lobby (each) registration or pre-function space
$	730.00	Per day	Exhibit Lobby for banquets or meetings (6am-4pm Mon-Sun or 5:30pm-Midnight Mon-Sun - Limited Occupancy Times
$	1,100.00	Per day	Exhibit Lobby for banquets/meetings ALL-DAY (6am-Midnight Mon-Sun)
$	100.00	Per hr	Kitchen Rental – 2 hour minimum
$	1,145.00	Per day	Parking lot rental
$	70.00	Per day	Show Manager's office
$	240.00	Per day	Kings Canyon (6am-4pm Mon-Sun or 5:30pm-Midnight Mon-Sun.) - Limited Occupancy Times
$	360.00	Per day	Kings Canyon ALL-DAY (6am-Midnight Mon-Sun)
$	125.00	Per day	Kings Canyon move in/out & turnaround reset

CATERED/CONTRACTED SERVICES UP TO:

16%	Of gross receipts	Banquet
25%	Of gross receipts	Bar
25%	Of gross receipts	Concessions
25%	Of gross receipts	Break Service
20%	Of gross receipts	Novelties from Commercial Entertainment handled by Concessionaire's staff
25%	Of gross receipts	Novelties from Commercial Entertainment handled by Convention Center staff

STAFF SERVICES UP TO:

$	28.00	Per Hr/Guard	Security arranged by Convention Center
$	41.00	Per Hr/Guard	Security overtime after 8 hours & Holidays
$	25.00	Per hour	Maintenance
$	37.00	Per hour	Maintenance overtime after 8 hours & Holidays
$	41.00	Per hour	Technician
$	62.00	Per hour	Technician overtime after 8 hours & Holidays
$	62.00	Per hour	Electrician
$	93.00	Per hour	Electrician overtime after 8 hours & Holidays
$	101.00	Per hour	Rigging staff
$	151.00	Per hour	Rigging staff overtime after 8 hours & Holidays
$	25.00	Per hour	Ticket seller / Ticket Taker / Usher (4 hour min)
$	37.00	Per hour	Ticket seller / Ticket Taker / Usher overtime after 8 hours & Holidays
$	0.30	Per Ticket	Ticket printing
$	4.00	Per Ticket	convenience fee (online tickets only)
$	2.00	Per Ticket	Facility Fee
$	83.00	Limit 4	Bollard Removal

CONVENTION CENTER (cont.)

EQUIPMENT RENTAL UP TO:

$	47.00	Each/Day	Audio snake – 100 ft – 8x4 CH - 2nd day 1/2 price
$	72.00	Each/Day	Audio snake – 150 ft – 24x4 CH - 2nd day 1/2 price
$	50.00	Each/Day	Audio Connection Fee
$	2.00	Per foot	Bicycle Barricades
$	109.00	Each	Booth Carpet - 10' X 9'
$	62.00	Each/Day	Compact Disc (CD) Player
$	225.00	Each/Day	Chandelier - Crystal Small
$	280.00	Each/Day	Chandelier - Crystal Large
$	46.00	Each	Chain Hoists (labor extra)
$	3.10	Each	Chairs
$	33.00	Each/Day	Chalk Board (4X6)
$	26.00	Per day	City Business License
$	650.00	Per day	City License Daily Cap
$	72.00	Each/Day	Clear-Com Base Station
$	26.00	Each/Day	Clear-Com Head Set
$	15.00	Each	Coat rack
$	5.00	Each	Dance floor – Per 3' X 3' Section
$	36.00	Each	Decorative Columns - 10'
$	18.00	Each	Display Table with skirt & linen
$	68.00	/100 lbs	Drayage per 100 lbs - 200 lbs minimum
$	40.00	Each	Dressing mirror
$	16.00	Each	Easel
$	43.00	Per hook-up	Electrical per booth
$	215.00	Per hook-up	Electrical - Floor Pockets
$	440.00	Per hook-up	Electrical - Main Power Buss
	cost + 50	Event	Event Insurance
$	30.00	Each	Extension cord replacement
$	90.00	Each	Exhibit Booth (Deluxe) – 10 x 10 or 8 x 10, 1 table, skirt & linen, 2 chairs, pipe & drape
$	65.00	Each	Exhibit Booth (Basic) – 10 x 10 or 8 x 10, 1 table, 2 chairs,pipe & drape
$	45.00	Each	Exhibit Booth (Table Booth - Deluxe) (1 table/skirt & linen/2 chairs)
$	13.00	Each	Extension cord

CONVENTION CENTER (cont.)

EQUIPMENT RENTAL UP TO (cont.):

$	34.00	Each	Flipchart – pad and 2 markers
$	59.00	Per ½ hr	Forklift – with operator (1/2 hour minimum)
$	475.00	Per day	Forklift/Scissor Lift – with operator
$	22.00	Per day	Freezer - Mini Portable
$	31.00	Each	Gaffers tape
$	65.00	Each/Day	Hot & Cold Box
$	244.00	Per hour	HVAC-Exhibit Hall move in/out – 2 hour min.
$	0.28	Per Pound	Ice
$	130.00	Each/Day	Laptop Computer
$	26.00	Each/Day	power point remote
$	30.00	Each	Lectern (Standard)
$	13.00	Per sheet	Lighting gel
$	0.33	Each/Use	Linen - Napkins
$	8.50	Each	Linen - Napkin Replacement
$	4.25	Each/Use	Linen - Tablecloth
$	35.00	Each	Linen - Tablecloth replacement
$	16.00	Each	Markerboard (2x3)
$	32.00	Each	Markerboard (4x6)
$	3.00	Each	Markerboard markers
$	33.00	Each/Day	Microphone - wired
$	15.00	Each/Day	Microphone Cable
$	62.00	Each/Day	Microphone – Wireless lavaliere
$	62.00	Each/Day	Microphone – wireless hand-held
$	15.00	Each/Day	Microphone stand per day
$	250.00	Per day	Mirror Ball (w/4 lights)
$	15.00	Each	Multi-plug outlet
$	45.00	Each	Multi-plug outlet replacement
$	260.00	Each	Piano – grand
$	160.00	Per tuning	Piano tuning upon request
$	3.20	Per foot	Pipe and drape
$	405.00	Each Day	Portable P/A System small
$	600.00	each day	portiable pa system large
$	26.00	Each/Day	AV table with power
$	38.00	Each/Day	Projector screen – 6x6 or 8x8
$	116.00	Each/Day	Projector screen – 10x10 with riser
$	149.00	Each/Day	Projector screen – 9x12 or 10.5x14
$	399.00	Each/Day	Projector screen Hung – 9x12 or 10.5x14
$	250.00	Each/Day	Projector screen w/ Dress Kit on Floor – 9x12 or 10.5x14

CONVENTION CENTER (cont.)

EQUIPMENT RENTAL UP TO (cont.):

$	780.00	Each	Radio replacement
$	36.00	Per section	Risers/staging (one set of stairs)
$	59.00	Per 1/2 hour	Scissor lift with operator (1/2 hr. minimum)
$	475.00	Per Day	Scissors lift with operator
$	30.00	Each	Skirts – linen
$	0.75	Each	Skirt Clips
$	78.00	Each/Day	Sound Mix Console 4 channel
$	170.00	Each/Day	Sound Mix Console 8 or 16 channel
$	260.00	Each/Day	Sound Mix Console 32 channel
$	88.00	Each/Day	Speakers (Portable) 12" speakers on stands
$	46.00	Each/Day	Speakers (Monitors) wedge monitors
$	109.00	Each/Day	Speakerphone
$	230.00	Each/Day	Spotlight (w/operator-2 hours)
$	10.00	Each/Event	Stanchion with rope
$	24.00	Each (4 ft)	Stage Barricades
$	10.00	Each	Tables
$	80.00	Each/Day	Telephone/Data line (with usage)
$	39.00	Each	Theatrical lighting (Hung)
$	66.00	Each	Trussing (square tube-10') - labor extra 1' x 1'
$	105.00	Each/Day	VCR or DVD and monitor
$	185.00	Per Day	Video Projector - 3000 to 4,000 Lumens
$	435.00	per day	Video Projector - 7000 lumens
$	750.00	per day	Video Projector - 12000 lumens
$	155.00	Per Day	Video Switcher
$	230.00	Per Use	Velvet Backdrop (ground support - 32')
$	370.00	Per Use	Velvet Backdrop (hung - 32')
$	30.00	per use	LED up lighting
$	325.00	per use	Led up l ighting pkg (24)
$	4.00	Each	Wastebasket
$	415.00	each	IMAG Camera
$	150.00	each	Plexiglass Lecturn

ADMINISTRATIVE SERVICES

$	0.25	Each	Copies
$	0.30	Each	Duplexed Copies
	actual + 15	Per Package	First package (UPS, FedEx)
	actual + 15	Per Package	Any additional packages (UPS, FedEx)

WI-FI Services

$	62.00	each	wired dsl high speed internet each line/day
	Free	each	up to 512kbs
$	13.00	each	5mb in lobbies and rooms
$	80.00	each	20mb in lobbies and rooms
$	395.00	each	50mb in lobbies and rooms

SOLID WASTE

AUTOMATIC LIFT CONTAINER SERVICE

Baseline Residential Service:

Baseline service consists of once a week pickup of either one divided container and one yard waste container, each collected one time per week.
Multi-Family Households are the same as Single Family Households for the purpose of determining baseline residential service if each household is serviced individually.

$23.85	Per month or fraction of	Baseline Rate per household/unit
$4.00	Per month or fraction of	Each additional container
$12.75	Per month or fraction of	Min Refuse Rate per household/unit

Senior Citizen Life Line Discount:

$12.75	Per month or fraction of	Residential container service
$4.00	Per month or fraction of	Each additional yard waste can only

Special Services

Commercial Can Service (When approved):

$23.85	Per month or fraction of	Baseline Rate per Commercial Site
$6.00	Per month or fraction of	Each additional container (When approved)

Additional Service:

$2.90	Per empty	Per container, roll out service / per 20 feet
$2.90	Per empty	Handling locks and/or property gates
Free	Per month	Residential **senior/disabled** Pack-Out Service - - For Qualifying Individuals
$26.05	Per month	Residential Pack- Out Service
$13.00	Per month	Residential Pack- Out Service per add'l can - to be billed as a Flat Fee

Scheduled Empty - Commercial Can:

$13.65	Per empty	For truck
$1.80	Per empty	Per Container

Scheduled Empty - Residential Can:

$9.20	Per empty	For truck
$1.80	Per empty	Per Container

Unscheduled Empty (Same Day Service):

$29.75	Per empty	For truck
$1.80	Per empty	Per Container

Residential - Contaminated Empty:

No Charge	Per container	Contamination first occurrence
$9.95	Per container	Contamination second occurrence
$15.70	Per container	Contamination third occurrence
$21.50	Per container	Contamination fourth or more occurrence

Items Outside Container, Scheduled, for Regular Customers (3 free per year):

$13.65	Per pick up	For truck, Commercial
$9.20	Per pick up	For Truck, Residential
$1.80	Per container	Commercial or Residential

SOLID WASTE (cont.)

Special Event Service / Regular Containers:		
$26.95	Per delivery	Up to 10 90-gallon containers / will fit on one trailer
$9.20	Per empty	For Side Loader-per container/to clean & restock after use
$1.80	Per container	To Clean & restock after use
Special Event Service / Parade Containers:		
$53.90	Per delivery	Up to 10 or less containers
$12.00	Per empty/per container	
$1.80	Per empty/per container	To Clean & restock after use
Commercial Trash Bin Service:		
$52.10	Per one yard	One time per week
$94.50	Per one yard	Two times per week
$136.90	Per one yard	Three times per week
$179.30	Per one yard	Four times per week
$221.70	Per one yard	Five times per week
$264.10	Per one yard	Six times per week
$67.45	Per two yard	One time per week
$124.20	Per two yard	Two times per week
$180.95	Per two yard	Three times per week
$237.70	Per two yard	Four times per week
$294.45	Per two yard	Five times per week
$351.20	Per two yard	Six times per week
$83.00	Per three yard	One time per week
$154.10	Per three yard	Two times per week
$225.20	Per three yard	Three times per week
$296.30	Per three yard	Four times per week
$367.40	Per three yard	Five times per week
$438.50	Per three yard	Six times per week
$98.50	Per four yard	One time per week
$183.95	Per four yard	Two times per week
$269.40	Per four yard	Three times per week
$354.85	Per four yard	Four times per week
$440.30	Per four yard	Five times per week
$525.75	Per four yard	Six times per week
$129.35	Per six yard	One time per week
$243.50	Per six yard	Two times per week
$357.65	Per six yard	Three times per week
$471.80	Per six yard	Four times per week
$585.95	Per six yard	Five times per week
$700.10	Per six yard	Six times per week
$160.00	Per eight yard	One time per week
$302.85	Per eight yard	Two times per week
$445.70	Per eight yard	Three times per week
$588.55	Per eight yard	Four times per week
$731.40	Per eight yard	Five times per week
$874.25	Per eight yard	Six times per week
$190.60	Per ten yard	One time per week
$362.15	Per ten yard	Two times per week
$533.70	Per ten yard	Three times per week
$705.25	Per ten yard	Four times per week
$876.80	Per ten yard	Five times per week
$1,048.35	Per ten yard	Six times per week

SOLID WASTE (cont.)

Commercial Recycling Bin Service:

$30.90	Per one yard	One time per week
$52.10	Per one yard	Two times per week
$73.30	Per one yard	Three times per week
$94.50	Per one yard	Four times per week
$115.70	Per one yard	Five times per week
$136.90	Per one yard	Six times per week
$39.05	Per two yard	One time per week
$67.40	Per two yard	Two times per week
$95.75	Per two yard	Three times per week
$124.10	Per two yard	Four times per week
$152.45	Per two yard	Five times per week
$180.80	Per two yard	Six times per week
$47.40	Per three yard	One time per week
$82.90	Per three yard	Two times per week
$118.40	Per three yard	Three times per week
$153.90	Per three yard	Four times per week
$189.40	Per three yard	Five times per week
$224.90	Per three yard	Six times per week
$55.70	Per four yard	One time per week
$98.35	Per four yard	Two times per week
$141.00	Per four yard	Three times per week
$183.65	Per four yard	Four times per week
$226.30	Per four yard	Five times per week
$268.95	Per four yard	Six times per week
$72.15	Per six yard	One time per week
$129.10	Per six yard	Two times per week
$186.05	Per six yard	Three times per week
$243.00	Per six yard	Four times per week
$299.95	Per six yard	Five times per week
$356.90	Per six yard	Six times per week
$88.40	Per eight yard	One time per week
$159.65	Per eight yard	Two times per week
$230.90	Per eight yard	Three times per week
$302.15	Per eight yard	Four times per week
$373.40	Per eight yard	Five times per week
$444.65	Per eight yard	Six times per week
$104.60	Per ten yard	One time per week
$190.15	Per ten yard	Two times per week
$275.70	Per ten yard	Three times per week
$361.25	Per ten yard	Four times per week
$446.80	Per ten yard	Five times per week
$532.35	Per ten yard	Six times per week

SOLID WASTE (cont.)

Commercial Green Waste/Food Compost Bin Service:

$48.45	Per one yard	One time per week
$87.20	Per one yard	Two times per week
$125.95	Per one yard	Three times per week
$164.70	Per one yard	Four times per week
$203.45	Per one yard	Five times per week
$242.20	Per one yard	Six times per week
$60.15	Per two yard	One time per week
$109.60	Per two yard	Two times per week
$159.05	Per two yard	Three times per week
$208.50	Per two yard	Four times per week
$257.95	Per two yard	Five times per week
$307.40	Per two yard	Six times per week
$72.05	Per three yard	One time per week
$132.20	Per three yard	Two times per week
$192.35	Per three yard	Three times per week
$252.50	Per three yard	Four times per week
$312.65	Per three yard	Five times per week
$372.80	Per three yard	Six times per week
$83.90	Per four yard	One time per week
$154.75	Per four yard	Two times per week
$225.60	Per four yard	Three times per week
$296.45	Per four yard	Four times per week
$367.30	Per four yard	Five times per week
$438.15	Per four yard	Six times per week
$107.45	Per six yard	One time per week
$199.70	Per six yard	Two times per week
$291.95	Per six yard	Three times per week
$385.20	Per six yard	Four times per week
$476.45	Per six yard	Five times per week
$568.70	Per six yard	Six times per week
$130.80	Per eight yard	One time per week
$244.45	Per eight yard	Two times per week
$358.10	Per eight yard	Three times per week
$471.75	Per eight yard	Four times per week
$585.40	Per eight yard	Five times per week
$699.05	Per eight yard	Six times per week
$154.10	Per ten yard	One time per week
$289.15	Per ten yard	Two times per week
$424.20	Per ten yard	Three times per week
$559.25	Per ten yard	Four times per week
$694.30	Per ten yard	Five times per week
$829.35	Per ten yard	Six times per week

SOLID WASTE (cont.)

Commercial Trash Compactor Service:

$70.85	Per one yard	One time per week
$141.70	Per one yard	Two times per week
$212.55	Per one yard	Three times per week
$283.40	Per one yard	Four times per week
$354.25	Per one yard	Five times per week
$113.65	Per two yard	One time per week
$227.30	Per two yard	Two times per week
$340.95	Per two yard	Three times per week
$454.60	Per two yard	Four times per week
$568.25	Per two yard	Five times per week
$156.45	Per three yard	One time per week
$312.90	Per three yard	Two times per week
$469.35	Per three yard	Three times per week
$625.80	Per three yard	Four times per week
$782.25	Per three yard	Five times per week
$199.25	Per four yard	One time per week
$398.50	Per four yard	Two times per week
$597.75	Per four yard	Three times per week
$797.00	Per four yard	Four times per week
$996.25	Per four yard	Five times per week
$284.85	Per six yard	One time per week
$569.70	Per six yard	Two times per week
$854.55	Per six yard	Three times per week
$1,139.40	Per six yard	Four times per week
$1,424.25	Per six yard	Five times per week
$370.45	Per eight yard	One time per week
$740.90	Per eight yard	Two times per week
$1,111.35	Per eight yard	Three times per week
$1,481.80	Per eight yard	Four times per week
$1,852.25	Per eight yard	Five times per week

SOLID WASTE (cont.)

Commercial Recycle Compactor Service:

$35.45	Per one yard	One time per week
$70.90	Per one yard	Two times per week
$106.35	Per one yard	Three times per week
$141.80	Per one yard	Four times per week
$177.25	Per one yard	Five times per week
$56.85	Per two yard	One time per week
$113.70	Per two yard	Two times per week
$170.55	Per two yard	Three times per week
$227.40	Per two yard	Four times per week
$284.25	Per two yard	Five times per week
$78.25	Per three yard	One time per week
$156.50	Per three yard	Two times per week
$234.75	Per three yard	Three times per week
$313.00	Per three yard	Four times per week
$391.25	Per three yard	Five times per week
$99.65	Per four yard	One time per week
$199.30	Per four yard	Two times per week
$298.95	Per four yard	Three times per week
$398.60	Per four yard	Four times per week
$498.25	Per four yard	Five times per week
$142.45	Per six yard	One time per week
$284.90	Per six yard	Two times per week
$427.35	Per six yard	Three times per week
$569.80	Per six yard	Four times per week
$712.25	Per six yard	Five times per week
$185.25	Per eight yard	One time per week
$370.50	Per eight yard	Two times per week
$555.75	Per eight yard	Three times per week
$741.00	Per eight yard	Four times per week
$926.25	Per eight yard	Five times per week

SOLID WASTE (cont.)

Commercial Split Bin Service:

$62.55	Per one yard	One time per week
$115.40	Per one yard	Two times per week
$168.25	Per one yard	Three times per week
$221.10	Per one yard	Four times per week
$273.95	Per one yard	Five times per week
$83.00	Per two yard	One time per week
$146.60	Per two yard	Two times per week
$210.20	Per two yard	Three times per week
$273.80	Per two yard	Four times per week
$337.40	Per two yard	Five times per week
$94.75	Per three yard	One time per week
$169.10	Per three yard	Two times per week
$243.45	Per three yard	Three times per week
$317.80	Per three yard	Four times per week
$392.15	Per three yard	Five times per week
$106.50	Per four yard	One time per week
$191.60	Per four yard	Two times per week
$276.70	Per four yard	Three times per week
$361.80	Per four yard	Four times per week
$446.90	Per four yard	Five times per week
$130.40	Per six yard	One time per week
$237.00	Per six yard	Two times per week
$343.60	Per six yard	Three times per week
$450.20	Per six yard	Four times per week
$556.80	Per six yard	Five times per week
$154.20	Per eight yard	One time per week
$282.30	Per eight yard	Two times per week
$410.40	Per eight yard	Three times per week
$538.50	Per eight yard	Four times per week
$666.60	Per eight yard	Five times per week
$178.00	Per ten yard	One time per week
$327.60	Per ten yard	Two times per week
$477.20	Per ten yard	Three times per week
$626.80	Per ten yard	Four times per week
$776.40	Per ten yard	Five times per week

SOLID WASTE (cont.)

PERMANENT COMMERCIAL BIN AND BOX SERVICE

Scheduled Special Empty Service:

$17.35	Per bin emptied	
$3.35	Per cubic yard	Uncompacted refuse
$9.90	Per cubic yard	Compacted refuse

Unscheduled (Same Day) Special Empty Service:

$46.90	Per bin emptied	
$3.35	Per cubic yard	Uncompacted refuse
$9.90	Per cubic yard	Compacted refuse

Scheduled, Multiple Special Empty Service (Additional Empties, Same Day):

$31.60	Per bin emptied	
$3.35	Per cubic yard	Uncompacted refuse
$9.90	Per cubic yard	Compacted refuse

Permanent Commercial Roll Off Box Service

Empty - Permanent, Scheduled:

$151.00	Per empty
$128.40	Per empty for food compost boxes
PLUS	County of Tulare Landfill fee and/or green waste / / recycling fee charged to the City

Empty - Permanent, On Call:

$166.90	Per empty
PLUS	County of Tulare Landfill fee and/or green waste / / recycling fee charged to the City

Return for Subsequent Collection:

$79.50	Per Attmept - Unable to pick-up bin on normal route service "not due to CITY" (access blocked, too heavy, overfilled etc). Each subsequent attempt to return and service will be charged an additional fee to recoup costs of having to return to service the bin / box.

Box Rental Service:

$38.65	Per month or fraction of	20 cubic yard open box rental
$50.10	Per month or fraction of	30 cubic yard open box rental
$60.20	Per month or fraction of	40 cubic yard open box rental
$85.80	Per month or fraction of	42 cubic yard open box rental
$85.80	Per month or fraction of	42 cubic yard compactor box rental
$61.60	Per month or fraction of	20 cubic yard sludge box rental, box 4392
$60.20	Per month or fraction of	20 cubic yard sludge box rental, box 4393
$34.35	Per month or fraction of	15 cubic yard food compost box

Special Service - Additional Service:

$2.90	Per empty	Handling locks and/or gates
$2.90	Per empty	Roll out bin each additional 20 feet
$225.75	Per empty	Per box, unscheduled (same day service),
PLUS	County of Tulare Landfill fee and/or green waste / / recycling fee charged to the City	
$190.75	Per empty	Per box, additional empties, same day
PLUS	County of Tulare Landfill fee and/or green waste / / recycling fee charged to the City	
$20.00	Per dump	Roll Off Turnaround Fee (added to dump fee)

SOLID WASTE (cont.)

TEMPORARY COMMERCIAL BIN AND BOX SERVICE

The minimum charges for temporary service are monthly rental of the bin/box PLUS one empty charge per month or fraction thereof. If no empty services are provided during the month, the minimum of one empty charge shall be billed to the account.

Temporary Commercial Bin Service (2 cubic yard bin, ONLY)

Temporary Commercial Bin Service are PER 2 CUBIC YARD BIN

Standard Service:

$67.25	Prepayment	
$10.70	Rent	Per month or fraction of
$31.80	Delivery	Per scheduled delivery
$24.75	Scheduled Empty	Per empty or removal

Optional Service:

$60.40	Delivery	Per UNSCHEDULED (same day) delivery
$31.80	Relocation	Per SCHEDULED relocation

Special Service - Additional Service:

$2.90	Per empty	Handling locks and/or gates
$54.30	Per empty	2 cubic yd. unscheduled (same day service)
$39.15	Per empty	2 cubic yd. additional empties, same day

Temporary Commercial Box Service (15, 20, 30, or 40 cubic yard open boxes)

Prepayment:

$375.00	Prepayment	Per box

Delivery Service:

$79.50	Per delivery	Per box
$135.10	Per delivery	Per UNSCHEDULED (same day) per box

Scheduled, Empty Service:

$166.90	Per empty	
	County of Tulare Landfill fee and/or / recycling fee charged to the City	

Box Rental Service:

$34.35	Per month	15 cubic yard open box rental
$38.65	Per month	20 cubic yard open box rental
$50.10	Per month	30 cubic yard open box rental
$60.20	Per month	40 cubic yard open box rental
$85.80	Per month	42 cubic yard open box rental

Relocation Service (Optional):

$79.50	Per relocation	Per box

SPECIAL HAUL SERVICE/SPECIAL BILLING SERVICE

Charges for collection of excessive amounts, or empties at times other than scheduled, or collection of hazardous and / or hard-to-handle waste, or administrative charges for specialized billing will be determined by the director based on the cost of providing those services. The basis may include, but is not limited to:

$53.56	Per Hour	Full Time Employee Labor
$8.22	Per Hour	Vehicle Time
$80.34	Per Hour	Full Time Employee Overtime Labor

SOLID WASTE (cont.)

PENALTIES FOR DELINQUENT FEES

Penalty charges for delinquent accounts will be assessed monthly as follows:
Each delinquent account more than 30 days past due:
Residential - $10.00 per month for all charges.
Commercial - 10% of the unpaid delinquent balance or $10.00 per month, whichever is greater.
Property Tax Administration Fee - A property tax administration fee of $50.00 will be assessed

RE-START FEES FOR ACCOUNTS

The account may have been stopped as a result of delinquency or by customer request.

$	35.00	Per re-start	Automatic lift container service
$	40.00	Per re-start	Permanent commercial bin service
$	65.00	Per re-start	Permanent roll off box service

RESIDENTIAL VACANCY ADMIN FEE

$ 45.00 The account may have been stopped as a result of, delinquency or by customer request.

CONTAINER CLEANING FEES

$	29.45	**No Free Cleaning**	Residential Can
$	60.40	**No Free Cleaning**	Front Load Bins
$	135.10	**No Free Cleaning**	Roll Off Boxes

ENCLOSURE CLEANING FEES (per hour)

$ 80.25 **No Free Cleaning** **Cost is Per Hour / Per Person/Per Enclosure**

CITY OWNED ENCLOSURE FEE

$ 36.73 **No Free Cleaning** Monthly Fee / inludes twice a year cleaning of enclosure and repairing of damage to enclosure.

REPLACEMENT of DAMAGED/ BURNT CANS/BINS

91.00	*** Residential Can
812.00	*** 1 yard bin
768.00	*** 2 yard bin
891.00	*** 3 yard bin
1,063.00	*** 4 yard bin
1,500.00	*** 6 yard bin
1,151.00	*** 8 yard bin
1,395.00	*** 10 yard bin

*** Actual replacement cost to City

REPLACEMENT COST OF MISCELLANEOUS ITEMS (Including Staff Time) **

33.39	Commercial Bin Lid Replacement
66.78	Commercial Bin Lid Replacement - Two Lids
15.39	Key Replacement
26.39	Lock Replacement

** Items damaged by City will not be charged replacement cost to customer

FRANCHISE PERMIT FEES - AS ISSUED BY DIRECTOR

30.99 Per Box/Per Dump Franchise Permit Fee

Franchises are required to pay their fees quarterly in arrears.
Payments due in January, April, July, and October
(Quarterly fees are due and payable in the month following quarter end and must be paid when logs are submitted for the quarter.)

SEWER

SANITARY (Wastewater):

Non-Industrial			
$	26.45	Per month	Residential
$	13.25	Per month	Senior Citizen Life Line Residential Discount (equals 1/2 of residential)
$	2.36	Per CCF *	Commercial and retail
$	4.01	Per CCF *	Commercial Mixed Complex
$	5.26	Per CCF *	Restaurants, bars and fraternal lodges
$	3.15	Per CCF *	Laundries
$	1.80	Per CCF *	Car washes
$	5.03	Per CCF *	Groceries with garbage grinders
$	8.34	Per month	Per room for hotels / motels
$	0.86	Per month	Per student per school
$	2.36	Per CCF *	Rest homes

* 100% of the Dec., Jan. and Feb. average water consumption. Minimum charge = Residential monthly charge

Septage Receiving Station			
$	94.75	Per 1,000 gal	Septage receiving station
$	113.83	Per 1,000 gal	Portable toilet and grease trap waste
Industrial			
$	1,441.74	Per MG	Flow
$	0.25	Per lb.	B.O.D.
$	0.35	Per lb.	Suspended Solids
Permit Fees			
$	96.79	per annum	Septic Hauler Annual Permit
$	309.73	per annum	Industrial Waste Discharge Permit
Property Tax Roll Administration			
$	50.00	Per delinquent account	Property tax administration fee for placement on the property tax roll.
Late & Penalty Charges			
Non-Industrial:			
$	10.00	Per month	All charges more than 30 days past due.
Industrial:			
	10%	10% of unpaid delinquent balance	
$	10.00	Per month	All charges more than 30 days past due.
Discharge Penalty:			
	200%	Times normal charge	For discharge in excess of the permitted levels for the month of violation.

SEWER (cont.)

STORM:

Each commercial account or each single family residential account or each multi-dwelling unit will be billed the following monthly charges:

$	0.24	per 1,000 sq.ft. of parcel size	For Operations & Maintenance

PLUS, the following monthly charge per account, multi-family dwelling unit or mobile home space:

$	0.84	Per month	Master Plan Improvements
$	0.67	Per month	Correct Existing Deficiencies
$	0.51	Per month	Waterway Acquisition
$	0.59	Per month	Kaweah Lake Enlargement Project and Local Storm Water Maintenance Fee
$	2.61		

Late & Penalty Charges

$	10.00	Per month	All charges more than 30 days past due.

Property Tax Roll Administration

$	50.00	Per delinquent account	Property tax administration fee for placement on the property tax roll.

* Resolution 2013-25 was adopted on April 1, 2013, authorizing a change of use of the Kaweah Dam Enlargement Project Fee and renaming the fee the Kaweah Lake Enlargement Project and Local Storm Water Maintenance Fee. The fee is to be adjusted annually by the amount of change in the USCPI.

CONNECTION FEES
SEWER MAIN FACILITIES CHARGES

FRONT FOOT FEE			
Front Foot	$	52.00	/foot
SINGLE-FAMILY RESIDENTIAL			
EXISTING LATERAL AND WYE Connection of a single-family residential dwelling with an existing lateral and wye to city sewer system	$	9,393.00	/unit
NON-EXISTING LATERAL AND WYE Connection of a single-family residential dwelling with a non-existing lateral and wye to city sewer system	$	5,331.00	/unit

GROUNDWATER RECHARGE FEE

MONTHLY SERVICE CHARGE:

Purpose: The water service charge shall be used for the following:

A. Maintaining existing water rights and acquiring additional water rights.
B. Construction of facilities necessary to apply such water to beneficial use such as groundwater recharge and/or storm water recharge basins, water management structures and facilities and water conservation projects.
C. Eligible planning and engineering projects related to efficient water management activities.

Service Size (in)		
5/8 or 3/4	Residential under 10,000 sq. ft.	$0.55
1	Residential over 10,000 sq. ft.	$0.98
1 1/2	Commercial	$2.20
2	Commercial	$3.93
3	Commercial	$8.84
4	Commercial	$15.70
6	Commercial	$35.36
8	Commercial	$62.84

TRANSIT

ROUTES				
	$	1.75	Per person	General Fare
	$	0.85	Per person	Discounted Fare - ADA Certified, Senior/Disabled/Military
	$	3.50	Per person	General Day Pass
	$	2.50	Per person	Discounted Day Pass - ADA Certified, Senior/Disabled/Military
	$	50.00	Per month	General 31 Day Pass
	$	30.00	Per month	Discounted 31 Day Pass - ADA Certified, Senior/Disabled/Military
		FREE	Per person	Children (6 and under) first two children free with adult
	$	14.00	Per person	General 7 Day Pass
	$	7.50	Per person	Discounted 7 Day Pass - ADA Certified, Senior/Disabled/Military
	$	25.00	Per person	HOP Passes - Half off Pass (New rider's only)
DIAL-A-RIDE				
	$	4.00	Per person	General Fare
	$	2.25	Per person	Discounted Fare - ADA Certified, Senior/Disabled/Military
		FREE	Per person	Children (6 and under) first two children free with adult
	$	75.00	Per month	ADA Monthly Pass - Specific to each month
	$	40.00	Per person	Regular 10 Ride Punch Pass
	$	22.50	Per person	Discounted 10 Ride Punch Pass - ADA Certified, Senior/Disabled/Military
V-LINE				
	$	10.00	Per person	General Fare
	$	9.00	Per person	Discounted Fare - ADA Certified, Students/Senior/Disabled/Military
	$	90.00	Per pass	General 10 Ride Punch Pass
	$	80.00	Per pass	Discounted 10 Ride Punch Pass- ADA Certified, Senior/Disabled/Military
	$	160.00	Per pass	General 20 Ride Punch Pass
	$	140.00	Per pass	Discounted 20 Ride Punch Pass - ADA Certified, Senior/Disabled/Military
	$	280.00	Per pass	General 40 Ride Punch Pass
	$	240.00	Per pass	Discounted 40 Ride Punch Pass - ADA Certified, Senior/Disabled/Military
TROLLEY/BUS				
	$	97.54	Per hour	City Rate
	$	114.07	Per hour	Non City Rate
	$	30.00	Per hour	Rentals that exceed Visalia Transit General service hours and result in additional expenses-a surcharge of $30 will apply to the General rate
SEQUOIA SHUTTLE				
	$	20.00	Per person	General (round trip)
FACILITY USE				
		$250 TO $750	Per Day	For use of Transit Center's Plaza & or Lobby
ADVERTISING - BUSES				
1 Month Contract	$	759.47	Per month	King Full Side
	$	598.22	Per month	King Full Side
	$	510.82	Per month	King Standard
	$	666.88	Per month	Queen Full Side
	$	462.97	Per month	Queen Kong
	$	436.96	Per month	Queen Standard
	$	536.83	Per month	Tail Full Side
	$	521.23	Per month	Tail Super
	$	510.82	Per month	Tail Standard
	$	15.61	Per month	Interior Panels (11" X 17")
	$	1,695.81	Per month	Full Wrap
	$	26.01	Per month	Topper/ Header Only

TRANSIT (cont.)

ADVERTISING - BUSES (cont.):

3 Month Contract	$	733.46	Per month	King Full Side
	$	576.37	Per month	King Kong
	$	491.06	Per month	King Standard
	$	647.11	Per month	Queen Full Side
	$	445.28	Per month	Queen Kong
	$	419.27	Per month	Queen Standard
	$	517.07	Per month	Tail Full Side
	$	500.42	Per month	Tail Super
	$	491.06	Per month	Tail Standard
	$	1,631.31	Per month	Full Wrap
	$	24.97	Per month	Topper/ Header Only
	$	15.61	Per month	Interior Panels (11" X 17")
6 Month Contract	$	713.70	Per month	King Full Side
	$	559.72	Per month	King Kong
	$	474.41	Per month	King Standard
	$	627.35	Per month	Queen Full Side
	$	432.80	Per month	Queen Kong
	$	406.79	Per month	Queen Standard
	$	500.42	Per month	Tail Full Side
	$	484.81	Per month	Tail Super
	$	474.41	Per month	Tail Standard
	$	1,575.13	Per month	Full Wrap
	$	23.93	Per month	Topper/ Header Only
	$	15.61	Per month	Interior Panels (11" X 17")
12 Month Contract	$	693.93	Per month	King Full Side
	$	544.12	Per month	King Kong
	$	459.85	Per month	King Standard
	$	608.62	Per month	Queen Full Side
	$	419.27	Per month	Queen Kong
	$	393.26	Per month	Queen Standard
	$	485.86	Per month	Tail Full Side
	$	469.21	Per month	Tail Super
	$	459.85	Per month	Tail Standard
	$	1,529.35	Per month	Full Wrap
	$	22.89	Per month	Topper/ Header Only
	$	15.61	Per month	Interior Panels (11" X 17")
DIAL-A-RIDE (DAR)	$	208.08	Per month	Tails

No additional monthly discounts due to limited inventory for DAR buses.

Full Payment Discount 5% Full Amount

Note:

*Non-profit organizations, governmental agencies, and education can also purchase, on a space available basis only, advertising space at 10% off the standard rate schedule.

*Normal Agency (15%) discount.

CNG Fuel

The public price per GGE is based on actual cost or the California state average price of Trillium stations (minus $0.25), whichever is higher.

EV Chargers

The charge fee is $0.45 per kwh, or actual cost, whichever is higher.

CITY OF VISALIA

FY 22-23 PROPOSED RATES AND FEES

PROPOSED INFLATIONARY CHANGES

California CPI – General Rate Changes

- 4.23%

ENRCCI – All Impact Fees

- 13.82%

USCPI (3 year avg.) – Business Tax Fees

- 2.58%

JUNE 6TH COUNCIL MEETING

- **New Fees**
- **Fee Increases Exceeding CPI**
- **Adjusted Fees**
- **Existing Fees- Previously Not Listed**
- **Deleted Fees**

ACTION REQUIRED TONIGHT

- **Conduct the required Public Hearing**
- **Adoption of resolution 2022-30 to amend the City's fee document for the fiscal year 2022-23**
  - *If approved the effective dates will be the following*
    - *Impact Fees – August 20, 2022 (60 day notice required)*
    - *All other Fees July 1, 2022*

QUESTIONS

Visalia City Council

Staff Report

File #: 22-0257 **Agenda Date:** 6/20/2022 **Agenda #:** 6.

Agenda Item Wording:
Introduce and conduct the second reading of Ordinance No. 2022-09 an ordinance to approve the adoption of Visalia Police Department Military Equipment Policy #708 per California Assembly Bill (AB) 481.

Deadline for Action: 4/14/2021

Submitting Department: Police Department

Contact Name and Phone Number: Chief Jason Salazar, ext. 4215, jason.salazar@visalia.city; Captain Luma Fahoum, ext. 4103, luma.fahoum@visalia.city; Lieutenant Osvaldo Dominguez, ext. 4285, Osvaldo.dominguez@visalia.city

Department Recommendation:
Introduce and conduct the second reading of Ordinance No. 2022-09 an ordinance to approve the adoption of Visalia Police Department Military Equipment Policy 708 per the new California Assembly Bill (AB) 481.

Summary:
AB 481 requires law enforcement agencies to obtain approval of the applicable governing body (City Council), by adoption of a “military equipment” use policy prior to taking certain actions relating to the funding, acquisition, and use of specified types of equipment. The process to approve a military equipment policy must be initiated by May 1, 2022. The process requires that the Department post an inventory of equipment that falls under the definition of military equipment per the legislation, as well as a draft of the military equipment policy on its website 30 days prior to a public hearing for approval by the Council to adopt the ordinance and military equipment policy. AB 481 additionally requires that the Department publish an annual report to include the use of equipment that falls under the legislation’s military equipment definition, complaints received related to that equipment, internal audits of this equipment, the cost of use, and other relevant information and present that report to the Council annually.

The proposed Ordinance and Policy of the Police Department is compliant with the State law as set forth in AB 481. The intent of AB 481 is to increase transparency, accountability, and oversight surrounding the use of equipment utilized for law enforcement purposes by the Department that fall under the definition of military equipment outlined in AB 481. Moreover, the equipment listed in the attached inventory and currently in the possession of the Visalia Police Department, provides police officers equipment that is essential in day-to-day patrol operations, response to critical incidents, and to protect and promote the welfare and safety of the community we serve.

Background Discussion:
AB 481, approved on September 30, 2021, by Governor Gavin Newsom (codified as Chapter 12.8 of

the California Government Code and commencing with section 7070 et seq.), requires that all local law enforcement agencies obtain approval from the applicable governing body (City Council) via adoption of a "military equipment" use policy by ordinance prior to requesting, seeking funding, acquiring, and collaborating with other jurisdictions regarding the deployment and use of equipment identified in AB 481 as military equipment.

The term "military equipment", is defined in AB 481 and, does not necessarily indicate equipment used by the military. Items deemed to be "military equipment" include but are not limited to, unmanned aerial systems (UAS), armored vehicles, command and control vehicles, specialized firearms and ammunition, kinetic energy weapons and munitions, and noise-flash diversionary devices. Many of the items listed as "military equipment" by AB 481 are in wide use by law enforcement agencies across the country as best practices to enhance community and officer safety and used in daily operations or in response to critical incidents. It is important to note that the Visalia Police Department does not possess or utilize any military equipment procured from the United States Department of Defense through the Law Enforcement Support Program (also known as the 1028 or 1033 program).

Visalia Police Department Military Equipment Policy 708 adheres to California Government section 7070 et seq with respect to the approval, acquisition, and reporting requirements of military equipment and is consistent with industry best practices. The proposed military equipment use policy will safeguard the public's welfare, safety civil rights, and civil liberties.

The Visalia Police Department has reviewed the inventoried equipment and determined that it is necessary because there are no reasonable alternatives that can achieve the same objectives of officer and civilian safety. The Department considers approving the policy and continuing to utilize the listed equipment to be reasonably cost effective compared to available alternatives. Finally, the Visalia Police Department has reviewed the usage of the inventoried equipment and determined that prior military equipment use complied with applicable use policies in effect at the time, and in any instances where prior uses did not comply then corrective action has been taken to remedy nonconforming usage and ensure future compliance.

In addition to the policy obligations, AB 481 requires the City to:

- Publish the draft military equipment use policy to the Police Department's website 30 days ahead of a public hearing to approve the policy. It is noted that a copy of the draft policy was published on the Department's website in April of this year to commence the policy approval process and will remain available on the website.
- Publish an annual report identifying all equipment in possession or in use by the Department that falls under the categories identified in AB 481 and approved by the City Council.
- Hold at least one well-publicized and conveniently located community engagement meeting within 30 days of submitting and publicly releasing the annual military equipment report.
- Have the Police Department present an annual report concerning military equipment use to the City Council.

The Visalia Police Department Draft Military Equipment Inventory List was published on the City of Visalia website on April 7, 2022, at least (30) days prior to the adoption of this ordinance approving the proposed policy to occur with the first public hearing that was held on May 16, 2022, and the

second reading scheduled to take place on June 20, 2022. The webpage containing the applicable documents related to this ordinance and policy can be located at the following link: City of Visalia - Mandated Disclosures <https://www.visalia.city/depts/police/public_records_act/mandated_disclosures.asp>.

AB 481 has designated the following categories of items as military equipment. The Visalia Police Department has equipment that meets the criteria for 7 of the 15 categories (Equipment Categories 1, 3, 5, 9, 11, 12, and 14):

- Equipment Category 01: Unmanned, remotely piloted, powered aerial or ground vehicles.
- Equipment Category 02: Mine-resistant ambush-protected vehicles or armored personnel carriers.
- Equipment Category 03: High mobility multipurpose wheeled vehicles (HMMWV), two-and-one-half-ton trucks, five-ton trucks, or wheeled vehicles that have a breaching or entry apparatus attached.
- Equipment Category 04: Tracked armored vehicles that provide ballistic protection to their occupants.
- Equipment Category 05: Command and control vehicles that are either built or modified to facilitate the operational control and direction of public safety units.
- Equipment Category 06: Weaponized aircraft, vessels, or vehicles of any kind.
- Equipment Category 07: Battering rams, slugs, and breaching apparatuses that are explosive in nature.
- Equipment Category 08: Firearms and ammunition of .50 caliber or greater, excluding standard-issue shotguns and standard-issue shotgun ammunition.
- Equipment Category 09: Specialized firearms and ammunition of less than .50 caliber, including firearms and accessories identified as assault weapons in Penal Code § 30510 and Penal Code § 30515, with the exception of standard-issue handguns.
- Equipment Category 10: Any firearms or firearm accessory that is designed to launch explosive projectiles.
- Equipment Category 11: Noise-flash diversionary devices and explosive breaching tools.
- Equipment Category 12: Munitions containing tear gas or OC, excluding standard, service-issued handheld pepper spray.
- Equipment Category 13: TASER® Shockwave, microwave weapons, water cannons, and long-range acoustic devices.

- Equipment Category 14: Kinetic energy weapons and munitions.
- Equipment Category 15: Any other equipment as determined by a governing body or state agency to required additional oversight.

Fiscal Impact:
None.

Prior Council Action: None.

Other: N/A

Alternatives: N/A

Recommended Motion (and Alternative Motions if expected):
Introduce and conduct the first reading of Ordinance No. 2022-?? An ordinance to approve the adoption of Visalia Police Department Military Equipment Policy 708 per California Assembly Bill (AB) 481.
Environmental Assessment Status: N/A

CEQA Review: N/A

Attachments: 1. Visalia Police Department Draft Military Equipment Policy #708; 2. Visalia Police Department Military Equipment Inventory List; 3. Proposed Ordinance No. 2022-09; 4. AB-481 PowerPoint Presentation.

VISALIA POLICE DEPARTMENT

AB 481 Inventory - 2022

CATEGORY	QUANTITY	DESCRIPTION (GENERAL, MANUFACTURER'S) & CAPABILITIES	PURPOSE AND AUTHORIZED USES & COMPLIANCE MECHANISMS	TRAINING	FISCAL IMPACT	LEGAL & PROCEDURAL RULES	LIFE SPAN
VEHICLE	1	**Bomb Squad Truck** Recreational vehicle equipped with storage space, generator for 110 v electricity and trailer hitch. Five-speed automatic transmission, diesel engine-powered personnel and equipment carrier. Range 100 miles	To provide safe transport of Bomb Squad personnel and equipment. Use is established by the Bomb Squad Commander and or Incident Commander.	Possession of a valid class "C" drivers license.	$300,000 initial cost $10,000 annual maintenance	California Vehicle Code VPD policy 806	Expired
VEHICLE	1	**Mobile Command Vehicle** Mobile office that provides transportation, shelter, restroom facilities, and access to Police Department computer systems. Diesel-powered Winnebago recreational vehicle with 1 slide out and ONAN generator. Range 250 miles	To provide for the safe transport, security, and Command Post for agency personnel during high-risk or emergency incidents. Operational use under the approval of the On Duty Lieutenant.	Agency-authored orientation course; annual refresher.	$500,000 initial cost $10,000 annual maintenance	VPD Policy 702, 703, 704.	10 yrs.
VEHICLE	1	**Armored Vehicle (Bearcat)** Lenco Bearcat: Black armored, wheeled vehicle. Gloss black agency name markings and red/blue lights. Equipped with a siren. Can hold a driver and seven passengers. Four-wheeled, five-speed automatic transmission, diesel engine-powered personnel carrier with ballistic glass and armor rated to .50 cal. Range 100 mi. Armor rated to .50 cal.	To provide for the safe transport, security, and rescue of agency personnel and citizens in high-risk incidents. Operational use under the review of the SWAT Commander or appropriate team supervisor.	Agency-authored orientation course; annual refresher.	$225,000 initial cost $5,000 annual maintenance	VPD Policy 405	10 yrs.

CATEGORY	QUANTITY	DESCRIPTION (GENERAL, MANUFACTURER'S) & CAPABILITIES	PURPOSE AND AUTHORIZED USES & COMPLIANCE MECHANISMS	TRAINING	FISCAL IMPACT	LEGAL & PROCEDURAL RULES	LIFE SPAN
VEHICLE	**1**	**Transport Van Large** Freightliner Transport Van: Black & White transport van, wheeled vehicle. gray, reflective Agency Name markings and red/blue lights. Equipped with a siren. Can hold a driver and 10 passengers. Dually, five-speed automatic transmission, diesel engine-powered personnel and equipment carrier. Range 120 miles; No ballistic capabilities.	To provide for the safe transport of agency personnel and equipment in high-risk incidents. Operational use under the review of the SWAT Commander or appropriate team supervisor.	Agency-authored orientation course; annual refresher.	$180,000 initial cost $5,000 annual maintenance	VPD Policy 405	10 yrs.
ROBOTICS	**1**	**Bomb Robot** The Remotec ANDROS F6A is a heavy-duty robot. Its stair climbing ability, an arm capable of lifting 65lbs. The F6A also offers multiple communications options, a chassis and manipulator that allow for accessories and tool combinations, and quick-release pneumatic wheels for rapid width reduction.	Only assigned operators who have completed the required training shall be permitted to operate the robots. Use is established by the Bomb Squad Commander and or Incident Commander. Use is established by the Bomb Squad Commander and or Incident Commander.	All robot operators must complete the FBI's 6-week hazardous device school prior to operating the robot.	$250,000 initial cost Annual maintenance and battery replacement cost is approximately $5,000.	VPD Policy 410, 806 Tulare County Consolidated Bomb Squad Operating Procedures	Expired

CATEGORY	QUANTITY	DESCRIPTION (GENERAL, MANUFACTURER'S) & CAPABILITIES	PURPOSE AND AUTHORIZED USES & COMPLIANCE MECHANISMS	TRAINING	FISCAL IMPACT	LEGAL & PROCEDURAL RULES	LIFE SPAN
ROBOTICS	**6** 1 4 1	**Unmanned Aircraft System (UAS)** Omnidirectional drones that capture complex footage using the latest in camera technology. DJI / Mavic Pro - 25 min flight time and a single-color camera with recording capabilities. DJI / Mavic 2 Zoom - 30 min flight time and a single-color camera with recording capabilities. DJI / Mavic Enterprise - 30 min flight time and has a color and inferred camera as well as audible speaker and light with recording capabilities.	Deployed to assist officers and/or incident commanders with situations such as: major collision investigations, missing persons, natural disaster management, crime scene photography, SWAT, tactical or other public safety and life preservation missions, and in response to specific requests from local, state or federal fire authorities for fire response and or prevention.	UAS operators are licensed by the Federal Aviation Administration (FAA) for UAS operation. In addition, each operator must attend monthly trainings.	DJI / Mavic Pro - $1,400 initial cost; $100 annual maintenance. DJI / Mavic 2 Zoom - $1,900 initial cost; $100 annual maintenance. DJI / Mavic Enterprise - $2,700 initial cost; $100 annual maintenance.	VPD Policy 606 FAA Regulation 14 CFR Part 107	DJI / Mavic Pro -1 year DJI / Mavic 2 Zoom - 2 years DJI / Mavic Enterprise - 3 years
ROBOTICS	**1**	**Robot (Avatar)** 2012 RoboteX Avatar II robot with rubber, articulable tracked arms. 2 cameras and communication capabilities. Remotely controlled. The Avatar® II is a compact, lightweight robotic platform that is part of the RoboteX Avatar® Series. Designed from the ground up for portability, expandability, and ease-of-use, the Avatar® II serves as a useful tool for a variety of users. Remotely controlled, battery life approx. 45 minutes	Allows SWAT operators to remotely and safely clear location of potentially violent suspects without exposing human operators to danger. Operational use under the review of the SWAT Commander or appropriate team supervisor.	Agency-authored orientation course; annual refresher.	$12,500 initial cost $100 annual maintenance cost	VPD Policy 405	10 years

CATEGORY	QUANTITY	DESCRIPTION (GENERAL, MANUFACTURER'S) & CAPABILITIES	PURPOSE AND AUTHORIZED USES & COMPLIANCE MECHANISMS	TRAINING	FISCAL IMPACT	LEGAL & PROCEDURAL RULES	LIFE SPAN
ROBOTICS	**1**	**Robot (Scout)** Recon Scout is a rubber wheeled throwable reconnaissance robot. Recon Scout XT, a small throwable reconnaissance robot designed and manufactured by ReconRobotics for use in law enforcement and military applications. 15-20 minutes run time	Allows SWAT operators to remotely and safely clear location of potentially violent suspects without exposing human operators to danger. Operational use under the review of the SWAT Commander or appropriate team supervisor.	Agency-authored orientation course; annual refresher.	$7,500 initial cost	VPD Policy 405	10 years
ROBOTICS	**1**	**Robot (Transcend))** Transcend's Vantage Robot is a rubber tracked remotely controlled robot equipped with cameras. It's the world's only double-patented automatic stair and obstacle climbing robot for First Responders. 45-60 minutes runtime	Allows SWAT operators to remotely and safely clear location of potentially violent suspects without exposing human operators to danger. Operational use under the review of the SWAT Commander or appropriate team supervisor.	Agency-authored orientation course; annual refresher.	$25,500 initial cost; maintenance cost variable	VPD Policy 405	10 years

CATEGORY	QUANTITY	DESCRIPTION (GENERAL, MANUFACTURER'S) & CAPABILITIES	PURPOSE AND AUTHORIZED USES & COMPLIANCE MECHANISMS	TRAINING	FISCAL IMPACT	LEGAL & PROCEDURAL RULES	LIFE SPAN
RIFLES (Defined under 30510 & 30515)	**103** **29** **8** **15** **15**	**Colt AR15** **H&K 416** **H&K MP5** **Eagle Arms** **Sig Sauer MCX** The department issued rifle assigned to sworn personnel/SWAT is a light weight, shoulder mounted weapon platform capable of firing a .223 / 5.56 round. The rifle is a semi-automatic (automatic for SWAT) weapon platform capable of firing one round with each trigger press or pull. The rifle is designed to be more accurate than a handgun at both close and further distances. Additionally, the department issues a shoulder mounted weapon platform capable of firing a 9mm round. Thirty round magazines are issued with each rifle. Range 0-200 yards	The purpose of the department issued rifle is to provide officers with superior firepower and accuracy. Patrol Rifle utilization compliance is conducted by shift supervisor assigned to incident in which the patrol rifle is deployed. SWAT Rifle utilization compliance is conducted by SWAT Team Leader and SWAT Commander assigned to incident in which the SWAT rifle is deployed. (As applicable) Training compliance is maintained by the Visalia Police Department Range Staff and the SWAT Team Commander.	Instructors are required to attend a P.O.S.T. certified rifle course. Operators are required to attend our 16 hour P.O.S.T. certified Rifle Course. The course covers several topics including but not limited to policy, maintenance of weapon platform, and weapon manipulations. Operators are also required to attend an 80-hour P.O.S.T. certified Basic SWAT Course. (as applicable)	Colt AR15: $1,203.37 Annual Maintenance Cost: $100 H&K 416: $3,900.00 Annual Maintenance Cost: $100 H&K MP5: $1,800 per rifle Annual Maintenance Cost: $100 Sig Sauer MCX: $1,850.00 Annual Maintenance Cost: $100 Eagle Arms: $749.00 Annual Maintenance Cost: $100	VPD Policy 306, 405	10 yrs.

CATEGORY	QUANTITY	DESCRIPTION (GENERAL, MANUFACTURER'S) & CAPABILITIES	PURPOSE AND AUTHORIZED USES & COMPLIANCE MECHANISMS	TRAINING	FISCAL IMPACT	LEGAL & PROCEDURAL RULES	LIFE SPAN
RIFLES	**5** **2**	**SIG Sauer SSG3000** **Heckler & Koch MR762A1** SSG3000: The department issued precision rifle is a shoulder fired bolt action rifle capable of firing a .308 caliber round. One round is fired with each trigger pull and the bolt must be cycled in order to fire another round. The rifle is equipped with a 3x14 power scope and 5 round detachable magazine. MR762A1: Is a department issued shoulder fired semi-automatic precision rifle capable of firing a .308 caliber round. One round is fired with each trigger pull. This weapon is equipped with a 20 round magazine. Range 0-900 yards	The department issued precision rifle is capable of providing long range precision fire. Precision Rifle utilization compliance is conducted by SWAT Team Leader and SWAT Commander assigned to incident in which the precision rifle is deployed.	Operators are required to attend a P.O.S.T. approved 40-hour Basic Sniper School	SSG3000: $2,500 initial cost $100 annual maintenance cost H&K MR762A1: $4,343 initial cost $100 annual maintenance cost	VPD Policy 306, 405	10 years

CATEGORY	QUANTITY	DESCRIPTION (GENERAL, MANUFACTURER'S) & CAPABILITIES	PURPOSE AND AUTHORIZED USES & COMPLIANCE MECHANISMS	TRAINING	FISCAL IMPACT	LEGAL & PROCEDURAL RULES	LIFE SPAN
LESS-LETHAL	**2**	**Launcher (40mm single shot)** LMT Defense 40mm launcher that fires standard 40mm less lethal ammunition. Manufactured exclusively for Defense Technology®, the 40LMTS is a tactical single shot launcher that features an expandable ROGERS Super Stoc and will fire standard 40mm less lethal ammunition, up to 4.8 inches in cartridge length. Launch 40mm less lethal round up to 131 feet.	The purpose of this system is to aid law enforcement in resolving violent confrontations with a less lethal option. They also assist law enforcement in situations in which lethal force may be justified but potentially resolved with a less lethal option. Instructors attend a P.O.S.T. certified Less Lethal Training Course. Operators are trained by certified instructors in topics including the 40mm launcher, shotgun less lethal launcher, pepperball launcher, munition characteristics, target and non-target areas, and practical application.	Instructors attend a P.O.S.T. certified Less Lethal Training Course. Operators are trained by certified instructors in topics including the 40mm launcher, shotgun less lethal launcher, pepperball launcher, munition characteristics, target and non-target areas, and practical application.	$1,000 initial cost	VPD Policy 303, 405	10 yrs.

CATEGORY	QUANTITY	DESCRIPTION (GENERAL, MANUFACTURER'S) & CAPABILITIES	PURPOSE AND AUTHORIZED USES & COMPLIANCE MECHANISMS	TRAINING	FISCAL IMPACT	LEGAL & PROCEDURAL RULES	LIFE SPAN
LESS-LETHAL	**2**	**Launcher (40mm multi-launcher)**					
	1	Penn Arms P540-1 – Pump Multi-Launcher A 40mm pump-action advance magazine drum launcher with a fixed stock and combo rail. It has a six-shot capacity and rifled barrel. Features include: Double-action trigger, trigger lock push button and hammer lock safeties. See specification sheet for more details.	The purpose of this system is to aid law enforcement in resolving violent confrontations with a less lethal option. They also assist law enforcement in situations in which lethal force may be justified but potentially resolved with a less lethal option. Instructors attend a P.O.S.T. certified Less Lethal Training Course. Operators are trained by certified instructors in topics including the 40mm launcher, shotgun less lethal launcher, pepperball launcher, munition characteristics, target and non-target areas, and practical application.	Instructors attend a P.O.S.T. certified Less Lethal Training Course. Operators are trained by certified instructors in topics including the 40mm launcher, shotgun less lethal launcher, pepperball launcher, munition characteristics, target and non-target areas, and practical application.	$2000 initial cost	VPD Policy 303, 405	N/A
	1	Defense Technology® 1440 40mm Tactical 4-Shot Launcher A low-profile and lightweight design, providing multi-shot capability in an easy to carry launcher. It features the Rogers Super Stoc™ expandable gun stock, an adjustable Picatinny mounted front grip, and a unique direct-drive system. Launch 40mm less lethal round up to 131 feet.					

CATEGORY	QUANTITY	DESCRIPTION (GENERAL, MANUFACTURER'S) & CAPABILITIES	PURPOSE AND AUTHORIZED USES & COMPLIANCE MECHANISMS	TRAINING	FISCAL IMPACT	LEGAL & PROCEDURAL RULES	LIFE SPAN
LESS-LETHAL	**41**	**Launcher (Bean Bag Shotgun) (Remington 870)** The less lethal shotgun launcher is a standard shotgun capable of firing standard lethal shotgun rounds. Because of this, precautions have been made to ensure lethal rounds are not fired from a shotgun intended for less lethal munitions. No operator will be assigned a lethal and non-lethal shotgun. Only less lethal munitions will be given to an operator assigned a less lethal shotgun. The less lethal shotgun will be outfitted with color markings, i.e. orange, designating it as a less lethal shotgun launcher. . Effective Range 20-75 feet	The purpose of this system is to aid law enforcement in resolving violent confrontations with a less lethal option. They also assist law enforcement in situations in which lethal force may be justified but potentially resolved with a less lethal option. Instructors attend a P.O.S.T. certified Less Lethal Training Course. Operators are trained by certified instructors in topics including the 40mm launcher, shotgun less lethal launcher, pepperball launcher, munition characteristics, target and non-target areas, and practical application.	Instructors attend a P.O.S.T. certified Less Lethal Training Course. Operators are trained by certified instructors in topics including the 40mm launcher, shotgun less lethal launcher, pepperball launcher, munition characteristics, target and non-target areas, and practical application.	Remington 870: $600.00 Annual Maintenance Cost: $35	VPD Policy 303, 405	10 years

CATEGORY	QUANTITY	DESCRIPTION (GENERAL, MANUFACTURER'S) & CAPABILITIES	PURPOSE AND AUTHORIZED USES & COMPLIANCE MECHANISMS	TRAINING	FISCAL IMPACT	LEGAL & PROCEDURAL RULES	LIFE SPAN
LESS-LETHAL	2	**Breaching Shotgun (Remington 870)** The Visalia Police Department utilizes a modified Remington 870 12-gauge shotgun equipped with a breaching barrel and breaching rounds to open locked doors at target locations.	Open locked doors through a directed breaching round at close range. Use is authorized through the SWAT Team Leader and SWAT Commander. Breaching utilization compliance is conducted by SWAT Team Leader and SWAT Commander assigned to incident in which the Breaching Shotgun is deployed.	Agency-authored orientation course; annual refresher.	$800 initial cost; annual maintenance cost: $50	VPD Policy 405	10 years
LESS-LETHAL	1	**Chemical Agent Shotgun** The Visalia Police Department utilizes a modified Remington 870 12-gauge shotgun equipped with a CTS TACTICAL LC5 Launching Cup. The LC5 Launching Cups are designed for use with the 5200 series canister grenades. Launch Diversionary Device / Chemical Munitions up to 25 yards	Launch Diversionary Device / Chemical Munitions up to 25 yards when use of those devices is authorized. Visalia Police Department SWAT Team Commander. Chemical agent utilization compliance is conducted by SWAT Team Leader and SWAT Commander assigned to incident in which the Chemical Agent Shotgun is deployed.	Agency-authored orientation course; annual refresher.	$164 initial cost, must be replaced when worn	VPD Policy 303, 405	10 years

CATEGORY	QUANTITY	DESCRIPTION (GENERAL, MANUFACTURER'S) & CAPABILITIES	PURPOSE AND AUTHORIZED USES & COMPLIANCE MECHANISMS	TRAINING	FISCAL IMPACT	LEGAL & PROCEDURAL RULES	LIFE SPAN
AMMUNITION	**31,000 rounds** **3,000 rounds** **14,000 rounds** **3,000 rounds** **2,500 rounds** **1,000 rounds**	**Rifle Ammunition** Winchester 55 grain fmj Black Hills 68 grain Heavy Match HP Winchester 55 grain soft point Hornady 9mm Luger+P 135 grain Hornady 5.56 NATO 62 grain TAP Hornady .223 Remington 55 grain FMJ The Visalia Police utilizes .223/5.56/9 mm caliber rifle ammunition Winchester USA ammunition was developed to provide excellent performance at an affordable price for the high volume shooter. Featuring high quality Winchester components, this ammunition delivers outstanding reliability. This ammunition is loaded with a full metal jacket bullet which is known for its positive functioning and exceptional accuracy. On impact this bullet does not expand and is ideal for target shooting. This ammunition is new production, non-corrosive, in reloadable brass cases. Hornady® - Arm yourself with ammunition that has been specially designed for tactical situations, from a legendary company that understands bullet design and ballistic physics better than anyone else in the world. Operational range 0-200 yards	Patrol Rifle ammunition is approved for use in training and on patrol for situations which would necessitate the use of the department approved patrol rifle. Training compliance is maintained by the Visalia Police Department Range Staff. Patrol Rifle utilization compliance is conducted by shift supervisor assigned to incident in which the patrol rifle is deployed. SWAT Rifle ammunition is approved for use in training and on SWAT/patrol for situations which would necessitate the use of the department approved SWAT rifle. (as applicable) Training compliance is maintained by the Visalia Police Department Range Staff and the Visalia Police Department SWAT Team Commander. SWAT Rifle utilization compliance is conducted by SWAT Team Leader and SWAT Commander assigned to incident in which the SWAT rifle is deployed.	Instructors are required to attend a P.O.S.T. certified Rifle course. Operators are required to attend our 16 hour P.O.S.T. certified Rifle Course. Operators are also required to attend an 80-hour P.O.S.T. certified Basic SWAT Course.	Winchester 55 grain FMJ: $357 per 1,000 count Black Hills 68 grain HP: N/A, no longer being ordered Winchester 55 grain soft point: 568 per 1,000 count Hornady 9mm Luger+P 135 grain- No longer Purchasing Hornady 5.56 NATO 62 grain TAP- No Longer Purchasing Hornady .223 Remington 55 grain FMJ- No longer Purchasing	VPD Policy 306, 405	N/A

CATEGORY	QUANTITY	DESCRIPTION (GENERAL, MANUFACTURER'S) & CAPABILITIES	PURPOSE AND AUTHORIZED USES & COMPLIANCE MECHANISMS	TRAINING	FISCAL IMPACT	LEGAL & PROCEDURAL RULES	LIFE SPAN
AMMUNITION	**1,000 rounds** **400 rounds**	**Rifle Ammunition** Hornady .308 WIN 168 grain ELD M TAP Hornady .308 WIN 165 grain GMX TAP BAR ELD TAP: Hornady® 308 WIN TAP 168 gr. ELD® MATCH TAP PRECISION® ammunition was designed as an improvement on the 168 gr. A-MAX TAP PRECISION® load by incorporating the new ELD® Match bullet. The 168 gr. ELD® Match bullet with Heat Shield® tip delivers the excellent terminal performance TAP Precision® is known for, but features a resilient, heat resistant polymer tip that improves the ballistic coefficient, resulting in higher impact velocities, less drop, less wind drift, and more energy on target. GMX TAP: TAP® Heavy Barrier turns cover into concealment. The 165 gr. GMX® TAP® Heavy Barrier is constructed of a monolithic material and has a double-cannelured design. The GMX® bullet penetrates heavy barriers such as 1" laminated glass with exceptional weight retention while still delivering superior terminal performance on the other side. Range 0-900 yards	The department issued precision rifle is capable of providing long range precision fire. Visalia Police Department SWAT Team Commander. Precision Rifle utilization compliance is conducted by SWAT Team Leader and SWAT Commander assigned to incident in which the precision rifle is deployed.	Operators are required to attend a P.O.S.T. approved 40-hour Basic Sniper School.	Hornady 168 grain ELD Tap: $20 per box of 20 rounds Hornady 165 grain GMX Barrier: $29.50 per box of 20 rounds	VPD Policy 306, 405	N/A

CATEGORY	QUANTITY	DESCRIPTION (GENERAL, MANUFACTURER'S) & CAPABILITIES	PURPOSE AND AUTHORIZED USES & COMPLIANCE MECHANISMS	TRAINING	FISCAL IMPACT	LEGAL & PROCEDURAL RULES	LIFE SPAN
LESS-LETHAL AMMUNITION	**50 rounds** **10 rounds** **20 rounds**	**Breaching Shotgun Munitions** Royal Arms Tesar #2 Black Cap Royal Arms HP Cutter Purple Cap Royal Arms Flash Bang Red Cap 12- gauge shotgun cartridges used for breaching. Black Cap: Defeats: Heavy Locks, Dead-bolts and Hinges (Solid Oak – Steel Doors. Purple Cap: Use: Cuts re-bar, penetrates security glass, car doors, punches into engine blocks. Red Cap: Use: Diversionary / Disorientation / Breaching / Crowd Control. Open locked doors through a directed breaching round at close range.	Open locked doors through a directed breaching round at close range. Use is authorized through the Visalia Police Department SWAT Team Commander or SWAT Team Leader. Breaching utilization compliance is conducted by SWAT Team Leader and SWAT Commander assigned to incident in which the Breaching Shotgun is deployed.	Agency-authored orientation course; annual refresher.	Royal Arms Tesar #2 Black Cap: $25 per box of 5 Royal Arms HP Cutter Purple Cap: $30 per box of 5 Royal Arms Flash Bang Red Cap: $25 per box of 5	VPD Policy 306, 405	N/A

CATEGORY	QUANTITY	DESCRIPTION (GENERAL, MANUFACTURER'S) & CAPABILITIES	PURPOSE AND AUTHORIZED USES & COMPLIANCE MECHANISMS	TRAINING	FISCAL IMPACT	LEGAL & PROCEDURAL RULES	LIFE SPAN
LESS-LETHAL AMMUNITION	**22**	**Chemical Agent (Hand Deployed)** **Defense-Tec Spede-Heat CS** The Spede-Heat™ CS Grenade is a high volume, continuous burn it expels its payload in approximately 20-40 seconds. The payload is discharged through four gas ports on top of the canister, three on the side and one on the bottom.	The use of chemical agents is meant to induce the occupant of a structure or vehicle to surrender to law enforcement personnel without the need for direct contact. Chemical agent is introduced when all other means of negotiation and voluntary surrender have failed, and the subject remains in a barricaded position. SWAT Deployment. Chemical agent compliance is conducted by SWAT Team Leader and SWAT Commander assigned to incident in which the chemical agent is deployed. MFF Deployment. Chemical agent compliance is conducted by MFF Commander and MFF Team Leaders assigned to incident in which the chemical agent is deployed.	Chemical Agent Instructors attend a P.O.S.T. certified 40-hour course. Chemical Agents will be introduced by the certified chemical agent instructor or under their direct supervision by operators who have been trained in the use of chemical agents and launchers.	$26.92 each	VPD Policy 303, 405	5 years

CATEGORY	QUANTITY	DESCRIPTION (GENERAL, MANUFACTURER'S) & CAPABILITIES	PURPOSE AND AUTHORIZED USES & COMPLIANCE MECHANISMS	TRAINING	FISCAL IMPACT	LEGAL & PROCEDURAL RULES	LIFE SPAN
LESS-LETHAL AMMUNITION	**4**	**Chemical Agent (Hand Deployed)** **Defense-Tec CS Flameless Tri-Chamber** The design of the Tri-Chamber Flameless CS Grenade allows the contents to burn within an internal can and disperse the agent safely with reduced risk of fire. The grenade is designed primarily for indoor tactical situations to detect and/or dislodge a barricaded subject. This grenade will deliver approximately .70 oz. of agent during its 20-25 seconds burn time. The Tri-Chamber Flameless Grenade can be used in crowd control as well as tactical deployment situations by Law Enforcement and Corrections but was designed with the barricade situation in mind. Its applications in tactical situations are primarily to detect and/or dislodge barricaded subjects. The purpose of the Tri-Chamber Flameless Grenade is to minimize the risks to all parties through pain compliance, temporary discomfort, and/or incapacitation of potentially violent or dangerous subjects. The Tri-Chamber Flameless Grenade provides the option of delivering a pyrotechnic chemical device indoors, maximizing the chemicals' effectiveness via heat and vaporization, while minimizing or negating the chance of fire to the structure. Hand Deployed	The use of chemical agents is meant to induce the occupant of a structure or vehicle to surrender to law enforcement personnel without the need for direct contact. Chemical agent is introduced when all other means of negotiation and voluntary surrender have failed, and the subject remains in a barricaded position. SWAT Deployment. Chemical agent compliance is conducted by SWAT Team Leader and SWAT Commander assigned to incident in which the chemical agent is deployed.	Chemical Agent Instructors attend a P.O.S.T. certified 40-hour course. Chemical Agents will be introduced by the certified chemical agent instructor or under their direct supervision by operators who have been trained in the use of chemical agents and launchers.	$46.25 each	VPD Policy 303, 405	5 years

CATEGORY	QUANTITY	DESCRIPTION (GENERAL, MANUFACTURER'S) & CAPABILITIES	PURPOSE AND AUTHORIZED USES & COMPLIANCE MECHANISMS	TRAINING	FISCAL IMPACT	LEGAL & PROCEDURAL RULES	LIFE SPAN
LESS-LETHAL AMMUNITION	**13**	**Chemical Agent (Hand Deployed)** **Defense-Tec Pocket Tactical CS Grenade** The Pocket Tactical CS Grenade is small, and lightweight. The 0.9 oz. of active agent will burn approximately 20-40 seconds. At 4.75 in. by 1.4 inches in size, it easily fits in most tactical pouches. This is a launchable grenade; however, it is normally used as a signaling or covering device. Though this device is slightly over four inches in length, it produces a smoke cloud so fast it appears to be an enveloping screen produced by a full size tactical grenade. Hand Deployed	. The use of chemical agents is meant to induce the occupant of a structure or vehicle to surrender to law enforcement personnel without the need for direct contact. Chemical agent is introduced when all other means of negotiation and voluntary surrender have failed, and the subject remains in a barricaded position. SWAT Deployment. Chemical agent compliance is conducted by SWAT Team Leader and SWAT Commander assigned to incident in which the chemical agent is deployed.	Chemical Agent Instructors attend a P.O.S.T. certified 40-hour course. Chemical Agents will be introduced by the certified chemical agent instructor or under their direct supervision by operators who have been trained in the use of chemical agents and launchers.	$23.15 each	VPD Policy 303, 405	5 years

CATEGORY	QUANTITY	DESCRIPTION (GENERAL, MANUFACTURER'S) & CAPABILITIES	PURPOSE AND AUTHORIZED USES & COMPLIANCE MECHANISMS	TRAINING	FISCAL IMPACT	LEGAL & PROCEDURAL RULES	LIFE SPAN
LESS-LETHAL AMMUNITION	**4**	**Chemical Agent (Hand Deployed)** **Defense-Tec OC Vapor Aerosol** The Defense Technology® OC Vapor Aerosol Grenade is for law enforcement and corrections use to deliver a high concentration of Oleoresin Capsicum (OC) in a powerful mist. The grenade is designed for indoor use in confined areas and, once deployed, inflames the mucous membranes and exposed skin resulting in an intense burning sensation. The incapacitating effect of the OC Vapor on the subject is dramatic yet requires minimal decontamination. Removing the subject from the affected area to fresh air will resolve respiratory effects within minutes. The OC Vapor Aerosol Grenade is ideal for cell extractions or barricade situations where the use of pyrotechnic, powder or liquid devices is not practical or desired. Hand Deployed	The use of chemical agents is meant to induce the occupant of a structure or vehicle to surrender to law enforcement personnel without the need for direct contact. Chemical agent is introduced when all other means of negotiation and voluntary surrender have failed, and the subject remains in a barricaded position. SWAT Deployment. Chemical agent compliance is conducted by SWAT Team Leader and SWAT Commander assigned to incident in which the chemical agent is deployed.	Chemical Agent Instructors attend a P.O.S.T. certified 40-hour course. Chemical Agents will be introduced by the certified chemical agent instructor or under their direct supervision by operators who have been trained in the use of chemical agents and launchers.	$40.90 each	VPD Policy 303, 405	5 years

CATEGORY	QUANTITY	DESCRIPTION (GENERAL, MANUFACTURER'S) & CAPABILITIES	PURPOSE AND AUTHORIZED USES & COMPLIANCE MECHANISMS	TRAINING	FISCAL IMPACT	LEGAL & PROCEDURAL RULES	LIFE SPAN
LESS-LETHAL AMMUNITION	**4** **2**	**Chemical Agent (Pepperball)** Pepperball Tippman Launcher Pepperball FTC Launcher The Pepperball Launcher and munitions are considered a non-lethal chemical agent delivery system using high pressure air. The munitions combine chemical agent exposure with kinetic impact and pain. The chemical agent in the munitions is Pepperball Pava. Pava is one of six capsaicinoids found in pepper plants. Pava is non-flammable and found in Tabasco sauce, spice packs and cooking oils. FTC is a high-capacity, semi-automatic launcher that is perfect for crowd management and mobile field force operations. Reliable and accurate, it features a hopper that can hold up to 180 rounds and a flexible air source configuration. Effective Range 0-100 feet	The purpose of this system is to aid law enforcement in resolving violent confrontations with a less lethal option. They also assist law enforcement in situations in which lethal force may be justified but potentially resolved with a less lethal option. This system allows the possibility of non-lethal resolution with or without impact to the individual. Instructors must attend a P.O.S.T. certified Less Lethal Training Course and/or Pepperball instructor Training Course. Operators must be trained by a certified instructor in topics including Pepperball Launchers, munition or projectile characteristics, target and non-target areas, decontamination, and practical application.	Instructors must attend a P.O.S.T. certified Less Lethal Training Course and/or Pepperball Instructor Training Course. Operators must be trained by a certified instructor in topics including Pepperball Launchers, munition or projectile characteristics, target and non-target areas, decontamination, and practical application.	Pepperball FTC Launcher-----$600 Annual Maintenance Cost: $35 Pepperball Tippman Launcher-----$600 Annual maintenance cost: $35	VPD Policy 303, 405	N/A

CATEGORY	QUANTITY	DESCRIPTION (GENERAL, MANUFACTURER'S) & CAPABILITIES	PURPOSE AND AUTHORIZED USES & COMPLIANCE MECHANISMS	TRAINING	FISCAL IMPACT	LEGAL & PROCEDURAL RULES	LIFE SPAN
LESS-LETHAL AMMUNITION	**4**	**Chemical Agents (OC Spray)** FIRST DEFENSE® .7% MK-9S HV VAPOR OC AEROSOL The MK-9S features an easy to use trigger handle, is intended for use in crowd management and will deliver 8-10 short bursts of OC at an effective range of 10-15 ft. This .7% MC OC aerosol product utilizes a vapor delivery method providing a high concentration of OC in a powerful mist inflaming the mucous membranes and exposed skin. Onset is immediate and very intense, resulting in an intense burning sensation that evaporates quickly when exposed to fresh air. Non-flammable / Electronic Discharge Weapon (EDW) safe 25-30 feet	High volume OC spray can be used to control vicious animals at a greater distance. It also has applications for crowd control during riot/violent disturbances. Compliance with policy and procedure is reviewed by the direct supervisor at the time of the incident and is further reviewed by the Use of Force Review Board.	All officers utilizing OC spray receive training in deployment and effects of Oleoresin Capsicum during Basic Police Academy.	$46.95 Per Unit	VPD Policy 303, 405	5 years

CATEGORY	QUANTITY	DESCRIPTION (GENERAL, MANUFACTURER'S) & CAPABILITIES	PURPOSE AND AUTHORIZED USES & COMPLIANCE MECHANISMS	TRAINING	FISCAL IMPACT	LEGAL & PROCEDURAL RULES	LIFE SPAN
LESS-LETHAL AMMUNITION	**10**	**Chemical Agent Projectile (Defense-Tec Muzzle Blast 40 MM Round (OC))** The 40 mm Muzzle Blast OC Round is widely used as a crowd management tool for the immediate and close deployment of chemical agent. It can also be employed in tactical operations such as barricaded subjects for area denial, area contamination, and a means of contaminating crawl spaces and attics. As a pain compliance round it is an excellent device for deploying chemical-laden OC powder at close ranges for indoor or outdoor operations. 30 Feet	The use of chemical agents is meant to induce a voluntary surrender or dispersal without the need for direct contact. Chemical agent is introduced when all other means of negotiation and voluntary compliance have failed. Visalia Police Department MFF Commander. Chemical agents compliance is conducted by MFF Commander and MFF Team Leaders assigned to incident in which the chemical agent is deployed.	Chemical Agent Instructors attend a P.O.S.T. certified 40-hour course. Chemical Agents will be introduced by the certified chemical agent instructor or under their direct supervision by operators who have been trained in the use of chemical agents and launchers. assigned to incident in which the chemical agent is deployed.	$21.90 Per unit	VPD Policy 303, 405	5 Years

CATEGORY	QUANTITY	DESCRIPTION (GENERAL, MANUFACTURER'S) & CAPABILITIES	PURPOSE AND AUTHORIZED USES & COMPLIANCE MECHANISMS	TRAINING	FISCAL IMPACT	LEGAL & PROCEDURAL RULES	LIFE SPAN
LESS-LETHAL AMMUNITION	**10**	**Chemical Agent Projectile (Defense-Tec Muzzle Blast 40 MM Round (CS))** The 40 mm Muzzle Blast CS Round is widely used as a crowd management tool for the immediate and close deployment. It can also be employed in tactical operations such as barricaded subjects, room clearing, area denial, and for small space contamination, and a means of contaminating crawl spaces and attics. As a pain compliance round it is an excellent device for deploying chemical-laden CS powder at close ranges for indoor or outdoor operations. The cloud of agent is very effective in filling holes in dispersals lines or engaging crowds at close distances. 30 Feet	The use of chemical agents is meant to induce a voluntary surrender or dispersal without the need for direct contact. Chemical agent is introduced when all other means of negotiation and voluntary compliance have failed Visalia Police Department MFF Commander. Chemical agent compliance is conducted by MFF Commander and MFF Team Leaders assigned to incident in which the chemical agent is deployed.	Chemical Agent Instructors attend a P.O.S.T. certified 40-hour course. Chemical Agents will be introduced by the certified chemical agent instructor or under their direct supervision by operators who have been trained in the use of chemical agents and launchers. assigned to incident in which the chemical agent is deployed.	$20.88 Per Unit	VPD Policy 303, 405	5 Years

CATEGORY	QUANTITY	DESCRIPTION (GENERAL, MANUFACTURER'S) & CAPABILITIES	PURPOSE AND AUTHORIZED USES & COMPLIANCE MECHANISMS	TRAINING	FISCAL IMPACT	LEGAL & PROCEDURAL RULES	LIFE SPAN
LESS-LETHAL AMMUNITION	**2** **2**	**Chemical Agent Projectile** Defense-Tec 40mm Ferret OC Liquid Defense-Tec 40mm Ferret OC Powder Liquid: The Ferret® 40mm Round is non-burning and suitable for indoor use. Used primarily by tactical teams, it is designed to penetrate barriers, such as windows, hollow core doors, wallboard and thin plywood. Upon impacting the barrier, the nose cone ruptures and instantaneously delivers a small chemical payload inside of a structure or vehicle. Powder: The Ferret® 40 mm Barricade Penetrating Round is filled with an OC powder chemical agent. It is a frangible projectile that is spin stabilized utilizing barrel rifling. It is non-burning and designed to penetrate barriers. Primarily used to dislodge barricaded subjects, it can also be used for area denial. Primarily used by tactical teams, it is designed to penetrate barriers, such as windows, hollow core doors, wallboard and thin plywood. Upon impact the nose ruptures and instantaneously delivers the agent payload inside a structure or vehicle. 50-200 yards	The use of chemical agents is meant to induce the occupant of a structure or vehicle to surrender to law enforcement personnel without the need for direct contact. Chemical agent is introduced when all other means of negotiation and voluntary surrender have failed and the subject remains in a barricaded position. Visalia Police Department SWAT Team Commander. Chemical agent compliance is conducted by SWAT Team Leader and SWAT Commander assigned to incident in which the chemical agent is deployed.	Chemical Agent Instructors attend a P.O.S.T. certified 40-hour course. Chemical Agents will be introduced by the certified chemical agent instructor or under their direct supervision by operators who have been trained in the use of chemical agents and launchers.	40mm Ferret OC Powder Barricade: $18.88 each 40mm Ferret OC Liquid Barricade: $21.35 each	405 Crisis Response VPD SWAT Manual	5 years

CATEGORY	QUANTITY	DESCRIPTION (GENERAL, MANUFACTURER'S) & CAPABILITIES	PURPOSE AND AUTHORIZED USES & COMPLIANCE MECHANISMS	TRAINING	FISCAL IMPACT	LEGAL & PROCEDURAL RULES	LIFE SPAN
LESS-LETHAL AMMUNITION	**8** **9**	**Chemical Agent Projectile** Defense-Tec 40mm Ferret OC Powder Barricade Defense-Tec 40mm Ferret OC Liquid Barricade Powder: The Ferret® 40mm Round is non-burning and suitable for indoor use. Used primarily by tactical teams, it is designed to penetrate barriers, such as windows, hollow core doors, wallboard and thin plywood. Upon impacting the barrier, the nose cone ruptures and instantaneously delivers a small chemPowder: The Ferret® 40 mm Barricade Penetrating Round is filled with an OC powder chemical agent. It is non-burning and designed to penetrate barriers. Primarily used to dislodge barricaded subjects, it can also be used for area denial. Primarily used by tactical teams, it is designed to penetrate barriers, such as windows, hollow core doors, wallboard and thin plywood. Upon impact the nose ruptures and instantaneously delivers the agent payload inside a structure or vehicle. Liquid: The Ferret® 40mm Round is non-burning and suitable for indoor use. Used primarily by tactical teams, it is designed to penetrate barriers, such as windows, hollow core doors, wallboard and thin plywood. Upon impacting the barrier, the nose cone ruptures and instantaneously delivers a small chemical payload inside of a structure or vehicle. In a tactical deployment situation, the 40mm Ferret is primarily used to dislodge barricaded subjects from confined areas. Its purpose is to minimize the risks to all parties through pain compliance, temporary discomfort and/or incapacitation of potentially violent or dangerous subjects 5-54 yards	The use of chemical agents is meant to induce the occupant of a structure or vehicle to surrender to law enforcement personnel without the need for direct contact. Chemical agent is introduced when all other means of negotiation and voluntary surrender have failed and the subject remains in a barricaded position. Visalia Police Department SWAT Team Commander. Chemical agent compliance is conducted by SWAT Team Leader and SWAT Commander assigned to incident in which the chemical agent is deployed.	Chemical Agent Instructors attend a P.O.S.T. certified 40-hour course. Chemical Agents will be introduced by the certified chemical agent instructor or under their direct supervision by operators who have been trained in the use of chemical agents and launchers.	40 mm Ferret OC Liquid: $20.72 each 40mm Ferret OC Powder: $18.88 each	VPD Policy 303, 405	5 years

CATEGORY	QUANTITY	DESCRIPTION (GENERAL, MANUFACTURER'S) & CAPABILITIES	PURPOSE AND AUTHORIZED USES & COMPLIANCE MECHANISMS	TRAINING	FISCAL IMPACT	LEGAL & PROCEDURAL RULES	LIFE SPAN
	8 **9**	**Chemical Agent Projectile** Defense-Tec 40mm Ferret CS Powder- Barricade Defense-Tec 40mm Ferret CS Liquid- Barricade Powder: The Ferret® 40 mm Barricade Penetrating Round is filled with a CS powder chemical agent. It is non-burning and designed to penetrate barriers. Primarily used to dislodge barricaded subjects, it can also be used for area denial. Primarily used by tactical teams, it is designed to penetrate barriers, such as windows, hollow core doors, wallboard and thin plywood. Upon impact the nose ruptures and instantaneously delivers the agent payload inside a structure or vehicle. Liquid: The Ferret® 40mm Round is non-burning and suitable for indoor use. Used primarily by tactical teams, it is designed to penetrate barriers, such as windows, hollow core doors, wallboard and thin plywood. Upon impacting the barrier, the nose cone ruptures and instantaneously delivers a small chemical payload inside of a structure or vehicle.In a tactical deployment situation, the 40mm Ferret is primarily used to dislodge barricaded subjects from confined areas. Its purpose is to minimize the risks to all parties through pain compliance, temporary discomfort and/or incapacitation of potentially violent or dangerous subjects 5-54 yards	The use of chemical agents is meant to induce the occupant of a structure or vehicle to surrender to law enforcement personnel without the need for direct contact. Chemical agent is introduced when all other means of negotiation and voluntary surrender have failed and the subject remains in a barricaded position. Visalia Police Department SWAT Team Commander. Chemical agent compliance is conducted by SWAT Team Leader and SWAT Commander assigned to incident in which the chemical agent is deployed.	Chemical Agent Instructors attend a P.O.S.T. certified 40-hour course. Chemical Agents will be introduced by the certified chemical agent instructor or under their direct supervision by operators who have been trained in the use of chemical agents and launchers.	40mm Ferret CS Powder Barricade: $20.12 each 40mm Ferret CS Liquid Barricade: $20.72 each	VPD Policy 303, 405	5 years

CATEGORY	QUANTITY	DESCRIPTION (GENERAL, MANUFACTURER'S) & CAPABILITIES	PURPOSE AND AUTHORIZED USES & COMPLIANCE MECHANISMS	TRAINING	FISCAL IMPACT	LEGAL & PROCEDURAL RULES	LIFE SPAN
LESS-LETHAL AMMUNITION	**7**	**Chemical Agent Projectile** Defense-Tec 40mm Ferret CS- Liquid The Ferret® 40mm Round is non-burning and suitable for indoor use. Used primarily by tactical teams, it is designed to penetrate barriers, such as windows, hollow core doors, wallboard and thin plywood. Upon impacting the barrier, the nose cone ruptures and instantaneously delivers a small chemical payload inside of a structure or vehicle 50-200 yards	The use of chemical agents is meant to induce the occupant of a structure or vehicle to surrender to law enforcement personnel without the need for direct contact. Chemical agent is introduced when all other means of negotiation and voluntary surrender have failed and the subject remains in a barricaded position Visalia Police Department SWAT Team Commander. Chemical agent compliance is conducted by SWAT Team Leader and SWAT Commander assigned to incident in which the chemical agent is deployed	Chemical Agent Instructors attend a P.O.S.T. certified 40-hour course. Chemical Agents will be introduced by the certified chemical agent instructor or under their direct supervision by operators who have been trained in the use of chemical agents and launchers.	$20.72 each	VPD Policy 303, 405	5 years

CATEGORY	QUANTITY	DESCRIPTION (GENERAL, MANUFACTURER'S) & CAPABILITIES	PURPOSE AND AUTHORIZED USES & COMPLIANCE MECHANISMS	TRAINING	FISCAL IMPACT	LEGAL & PROCEDURAL RULES	LIFE SPAN
LESS-LETHAL AMMUNITION	**13**	**Chemical Agent (Shotgun Deployed)** CTS Baffled Canister Def-Tec 12-gauge round CTS 12-gauge launching cartridge Pyrotechnic grenade designed for indoor use delivering a maximum amount of irritant smoke throughout multiple rooms with minimal risk of fire. Deployed with a launching-cup equipped shotgun using a launching cartridge. Def-Tec 12-gauge round used to launch chemical/flash bang munitions. CTS 12-gauge launching cartridge Def-Tec: The 1210 12-Gauge Muzzle Bang / Launching Cartridge incorporates an opaque shell and utilizes black powder as the propellant. It has the ability to be used alone as a Muzzle Bang for crowd management or for propelling grenades when using the 1370 Launching Cup. CTS: Along with their line of canister grenades, CTS also produces a full line of launching cups and cartridges. The LC5 & LC6 launching cups are designed for the 52 & 62 series grenades respectively. The cups can be attached to virtually any 12ga shotgun, and the munitions launched with our Model 2600 and 3600 launching cartridge. Launches up to 25 yards Range: 25 yards	The use of chemical agents is meant to induce the occupant of a structure or vehicle to surrender to law enforcement personnel without the need for direct contact. Chemical agent is introduced when all other means of negotiation and voluntary surrender have failed and the subject remains in a barricaded position. Launch Flash Bang/ Chemical Munitions up to 25 yards when use of those devices is authorized. Visalia Police Department SWAT Team Commander. Chemical agent utilization compliance is conducted by SWAT Team Leader and SWAT Commander assigned to incident in which the Chemical Agent Shotgun is deployed. Visalia Police Department SWAT Team Commander. Chemical agent compliance is conducted by SWAT Team Leader and SWAT Commander assigned to incident in which the chemical agent is deployed.	Chemical Agent Instructors attend a P.O.S.T. certified 40-hour course. Chemical Agents will be introduced by the certified chemical agent instructor or under their direct supervision by operators who have been trained in the use of chemical agents and launchers.	$45.20 each $6.70 per round	VPD Policy 303, 405	5 years

CATEGORY	QUANTITY	DESCRIPTION (GENERAL, MANUFACTURER'S) & CAPABILITIES	PURPOSE AND AUTHORIZED USES & COMPLIANCE MECHANISMS	TRAINING	FISCAL IMPACT	LEGAL & PROCEDURAL RULES	LIFE SPAN
LESS-LETHAL AMMUNITION		**Pepperball Ammunition**					
	Live: 1500	"Live" Red / White • PAVA Payload • 0.5% Chemical Agent • Used for direct impact and area saturation • 0-60 feet (0-18 meters) direct impact/150+ feet (45+ meters) area saturation • Operation temperature range -30F to 150F (-34C to 65C)	The purpose of this system is to aid law enforcement in resolving violent confrontations with a less lethal option. They also assist law enforcement in situations in which lethal force may be justified but potentially resolved with a less lethal option. This system allows the possibility of non-lethal resolution with or without impact to the individual. Training compliance is maintained by the Visalia Police Department Range Staff. Utilization compliance is conducted by incident supervisor and the Use of Force Review Board. .	Instructors must attend a P.O.S.T. certified Less Lethal Training Course and/or Pepperball instructor Training Course. Operators must be trained by a certified instructor in topics including Pepperball Launchers, munition or projectile characteristics, target and non-target areas, decontamination, and practical application.	Live: $853 per 375 count Live-X: $1123 per 375 count Inert: $300 per 375 count Glass Shattering: $245 per 100 count	VPD Policy 303	Live: 3 years Live X: 3 years Inert: N/A Glass Shattering: N/A
	Live X: 905	"Live X" Red / Black • Concentrated version of Live projectile used in high-intensity/MFF/Crowd Control • 5% Chemical Agent • Used for direct impact and area saturation • 0-60 feet (0-18 meters) direct impact/150+ feet (45+ meters area saturation • Operation temperature range -30F to 150F (-34C to 65C)					
	Inert: 1540	"Inert" White / Purple • Used for direct impact and training/qualification • 0-60 feet (0-18 meters) direct impact/150+ feet (45+ meters) area saturation • Operation temperature range -30F to 150F (-34C to 65C) • Scented powder allows ventilation testing					
	Glass Shattering: 130	"Glass Shattering" Break side glass of vehicles and residential • 0-30 feet (0-9 meters) direct impact • Works in all temperatures **NOT FOR USE ON HUMANS**					

CATEGORY	QUANTITY	DESCRIPTION (GENERAL, MANUFACTURER'S) & CAPABILITIES	PURPOSE AND AUTHORIZED USES & COMPLIANCE MECHANISMS	TRAINING	FISCAL IMPACT	LEGAL & PROCEDURAL RULES	LIFE SPAN
		Live--Pepperball Live Projectiles are perfect for direct impact or crowd control situations. Constructed with 100% waterproof, ultrasonically welded shell seams. Live X-- Our most potent and powerful concentration of PAVA pepper powder. At 5% PAVA, a LIVE-X™ round contains double the amount of PAVA chemical agent of a regular Pepperball® LIVE SD™ round. PAVA is based on one of the hottest of the six capsaicinoids found in pepper plants. Pepperball products contain only safe, pure, non-oil based PAVA and are non-flammable. Ingredient consistency ensures each projectile operates with quality and effectiveness. Inert-- Containing a harmless, scented powder, this projectile is best suited for practice or direct impact when chemical exposure is not desired. Glass Shattering-- Used to break side glass of vehicles and residential glass windows.				

CATEGORY	QUANTITY	DESCRIPTION (GENERAL, MANUFACTURER'S) & CAPABILITIES	PURPOSE AND AUTHORIZED USES & COMPLIANCE MECHANISMS	TRAINING	FISCAL IMPACT	LEGAL & PROCEDURAL RULES	LIFE SPAN
LESS-LETHAL AMMUNITION	**1** **1**	**Chemical Agents (OC Spray)** MK-21- High Volume Oleoresin Capsicum (OC) MK-46- Stream Oleoresin Capsicum (OC) Aerosol MK-21- Defense Technologies family of high volume stream, fog and foam aerosol projectors, available in OC, CN, CS and OC/CS, OC/CN blends offer the first line of solutions for the management of crowds. These large canisters are extremely portable, but dispense the volume of agent needed for effective crowd contamination. MK-46- The MK-46 features a trigger handle, is intended for use in crowd management and will deliver 26 short bursts of OC at an effective range of 25-30 ft. This 1.3% MC OC aerosol product utilizes a stream delivery method providing a target-specific, strong concentrated stream for greater standoff. Non-flammable / Electronic Discharge Weapon (EDW) safe 25-30 feet	High volume OC spray can be used to control vicious animals at a greater distance. It also has applications for crowd control during riot/violent disturbances. Compliance with policy and procedure is reviewed by the direct supervisor at the time of the incident and is further reviewed by the Use of Force Review Board.	All officers utilizing OC spray receive training in deployment and effects of Oleoresin Capsicum during Basic Police Academy.	MK-21: $100 MK-46: $135	VPD Policy 303, 405	5 years

CATEGORY	QUANTITY	DESCRIPTION (GENERAL, MANUFACTURER'S) & CAPABILITIES	PURPOSE AND AUTHORIZED USES & COMPLIANCE MECHANISMS	TRAINING	FISCAL IMPACT	LEGAL & PROCEDURAL RULES	LIFE SPAN
LESS-LETHAL AMMUNITION	**577**	**Less Lethal Bean Bag Ammunition** 12-gauge Drag Stabilized Bean Bag Round The munition carried by members of the Visalia Police Department is a Defense Technology 12-Gauge Drag Stabilized Bean Bag Round. The 12-Gauge shell is loaded with a 40 gram, tear shaped bag made from a cotton/ballistic blend and filled with #9 shot. The effective range of this munition is 20-75 feet. The Drag Stabilized™ 12-Gauge Round is a translucent 12-Gauge shell loaded with a 40-Gram tear shaped bag made from a cotton and ballistic material blend and filled with #9 shot. This design utilizes four stabilizing tails and utilizes smokeless powder as the propellant. The 12-Gauge Drag Stabilized Round has secured its place as the Law Enforcement Communities' number one choice for specialty impact munitions. This round has a velocity of 270 fps. The effective range of this munition is 20-75 feet.	The purpose of this system is to aid law enforcement in resolving violent confrontations with a less lethal option. They also assist law enforcement in situations in which lethal force may be justified but potentially resolved with a less lethal option. Training compliance is maintained by the Visalia Police Department Range Staff. Bean Bag Shotgun utilization compliance is conducted by shift supervisor assigned to incident in which the Bean Bag shotgun is deployed and the Use of Force Review Board.	Instructors must attend a P.O.S.T. certified Less Lethal Training Course. Operators must be trained by a certified instructor in topics including the shotgun less lethal launcher, munition characteristics, target and non-target areas, and practical application.	$1,952 per 400 count;	VPD Policy 303	5 years

CATEGORY	QUANTITY	DESCRIPTION (GENERAL, MANUFACTURER'S) & CAPABILITIES	PURPOSE AND AUTHORIZED USES & COMPLIANCE MECHANISMS	TRAINING	FISCAL IMPACT	LEGAL & PROCEDURAL RULES	LIFE SPAN
LESS-LETHAL AMMUNITION	**66**	**Direct Impact Less Lethal** Defense-Tec 40mm Direct Impact Sponge Round A less lethal 40mm lightweight plastic and foam projectile fired from a single or multi-round purpose built 40mm grenade launcher with a rifled barrel at 325 FPS. The 30-gram foam projectile delivers 120 ft/lbs. of energy on impact. The 40mm Exact Impact Sponge Round provides accurate and effective performance when fired from the approved distance of not less than five (5) feet and as far as 131 feet from the target. 5-131 feet	The purpose of this system is to aid law enforcement in resolving violent confrontations with a less lethal option. They also assist law enforcement in situations in which lethal force may be justified but potentially resolved with a less lethal option. Instructors must attend a P.O.S.T. certified Less Lethal Training Course. Operators must be trained by a certified instructor in topics including the shotgun less lethal launcher, munition characteristics, target and non-target areas, and practical application.	Instructors must attend a P.O.S.T. certified Less Lethal Training Course. Operators must be trained by a certified instructor in topics including the shotgun less lethal launcher, munition characteristics, target and non-target areas, and practical application.	$17.85 each	VPD Policy 303, 405	N/A

CATEGORY	QUANTITY	DESCRIPTION (GENERAL, MANUFACTURER'S) & CAPABILITIES	PURPOSE AND AUTHORIZED USES & COMPLIANCE MECHANISMS	TRAINING	FISCAL IMPACT	LEGAL & PROCEDURAL RULES	LIFE SPAN
LESS-LETHAL AMMUNITION	**38**	**Direct Impact Less Lethal** Defense-Tec 40mm Exact Impact Sponge Round Ext Range The eXact iMpact™ 40 mm Sponge Round is a point-of-aim, point-of-impact direct-fire round. This lightweight, high-speed projectile consisting of a plastic body and sponge nose that is spin stabilized via the incorporated rifling collar and the 40 mm launcher's rifled barrel. The round utilizes smokeless powder as the propellant, and, therefore, have velocities that are extremely consistent. Used for Crowd Control, Patrol, and Tactical Applications 33-230 feet	The purpose of this system is to aid law enforcement in resolving violent confrontations with a less lethal option. They also assist law enforcement in situations in which lethal force may be justified but potentially resolved with a less lethal option. Instructors must attend a P.O.S.T. certified Less Lethal Training Course. Operators must be trained by a certified instructor in topics including the shotgun less lethal launcher, munition characteristics, target and non-target areas, and practical application.	Instructors must attend a P.O.S.T. certified Less Lethal Training Course. Operators must be trained by a certified instructor in topics including the shotgun less lethal launcher, munition characteristics, target and non-target areas, and practical application	$21.35 each	VPD Policy 303, 405	N/A

CATEGORY	QUANTITY	DESCRIPTION (GENERAL, MANUFACTURER'S) & CAPABILITIES	PURPOSE AND AUTHORIZED USES & COMPLIANCE MECHANISMS	TRAINING	FISCAL IMPACT	LEGAL & PROCEDURAL RULES	LIFE SPAN
LESS-LETHAL AMMUNITION	**5**	**Direct Impact Less Lethal** Defense -Tec 40mm Inert Direct Impact The 40mm Direct Impact® munition is a point-of-aim, point-of-impact direct-fire round. An excellent solution whether you need to incapacitate a single subject or control a crowd. The black nosed inert munition is a great option for training. 5-131 feet	The purpose of this system is to aid law enforcement in resolving violent confrontations with a less lethal option. They also assist law enforcement in situations in which lethal force may be justified but potentially resolved with a less lethal option. Instructors must attend a P.O.S.T. certified Less Lethal Training Course. Operators must be trained by a certified instructor in topics including the shotgun less lethal launcher, munition characteristics, target and non-target areas, and practical application.	Instructors must attend a P.O.S.T. certified Less Lethal Training Course. Operators must be trained by a certified instructor in topics including the shotgun less lethal launcher, munition characteristics, target and non-target areas, and practical application	$17.85 each	VPD Policy 303, 405	N/A

CATEGORY	QUANTITY	DESCRIPTION (GENERAL, MANUFACTURER'S) & CAPABILITIES	PURPOSE AND AUTHORIZED USES & COMPLIANCE MECHANISMS	TRAINING	FISCAL IMPACT	LEGAL & PROCEDURAL RULES	LIFE SPAN
LESS-LETHAL AMMUNITION	**6** **16**	**Direct Impact Chemical Agent** Defense-Tec 40mm Direct Impact CS Defense-Tec 40mm Direct Impact CS Ext. The 40mm Direct Impact® munition is a point-of-aim, point-of-impact direct-fire round. An excellent solution whether you need to incapacitate a single subject or control a crowd. When loaded with CS powder, the Direct Impact combines blunt trauma with the effects of an irritant powder, maximizing the potential for incapacitation. 5-131 feet 33-230 feet Ext.	The purpose of this system is to aid law enforcement in resolving violent confrontations with a less lethal option. They also assist law enforcement in situations in which lethal force may be justified but potentially resolved with a less lethal option. Instructors must attend a P.O.S.T. certified Less Lethal Training Course. Operators must be trained by a certified instructor in topics including the shotgun less lethal launcher, munition characteristics, target and non-target areas, and practical application	Instructors must attend a P.O.S.T. certified Less Lethal Training Course. Operators must be trained by a certified instructor in topics including the shotgun less lethal launcher, munition characteristics, target and non-target areas, and practical application.	40mm Direct Impact CS: $20.88 each 40mm Direct Impact CS Ext.:$21.35 each	VPD Policy 303, 405	7 years

CATEGORY	QUANTITY	DESCRIPTION (GENERAL, MANUFACTURER'S) & CAPABILITIES	PURPOSE AND AUTHORIZED USES & COMPLIANCE MECHANISMS	TRAINING	FISCAL IMPACT	LEGAL & PROCEDURAL RULES	LIFE SPAN
LESS-LETHAL AMMUNITION	**6** **6**	**Less Lethal Indirect Impact Rounds** Defense-Tec 40mm 32-caliber Stinger Defense-Tec 40mm 60-caliber Stinger The Stinger® 40 mm 60-Caliber Round is most widely used as a crowd management tool by Law Enforcement and Corrections. The round contains approximately eighteen 60-Caliber rubber balls. It utilizes smokeless powder as the propellant and has more consistent velocities and tighter patterns compared to its 37 mm counterpart. It is suitable for administering a means of pain compliance over a greater distance than its 32-Caliber Stinger® counterpart. 15-30 feet	The purpose of this system is to aid law enforcement in resolving violent confrontations with a less lethal option. They also assist law enforcement in situations in which lethal force may be justified but potentially resolved with a less lethal option. Instructors must attend a P.O.S.T. certified Less Lethal Training Course. Operators must be trained by a certified instructor in topics including the shotgun less lethal launcher, munition characteristics, target and non-target areas, and practical application.	Instructors must attend a P.O.S.T. certified Less Lethal Training Course. Operators must be trained by a certified instructor in topics including the shotgun less lethal launcher, munition characteristics, target and non-target areas, and practical application.	32-caliber Stinger: $27.05 each 60- caliber Stinger: $28.40 each	VPD Policy 303, 405	5 years

CATEGORY	QUANTITY	DESCRIPTION (GENERAL, MANUFACTURER'S) & CAPABILITIES	PURPOSE AND AUTHORIZED USES & COMPLIANCE MECHANISMS	TRAINING	FISCAL IMPACT	LEGAL & PROCEDURAL RULES	LIFE SPAN
LESS-LETHAL AMMUNITION		**Chemical Agents (Smoke Only)**					
	7	Defense-Tec: Saf-Smoke Grenade (white)- smoke is used as concealment for officer/citizen down rescues. It can also be utilized with Chemical Agent (CS,OC) to multiply the effects.	The purpose of white smoke is to aid Law Enforcement in concealing movements through an open area when conducting officer/citizen rescues.	Chemical Agent Instructors attend a P.O.S.T. certified 40-hour course. Chemical Agents will be introduced by the certified chemical agent instructor or under their direct supervision by operators who have been trained in the use of chemical agents and launchers.	Saf-Smoke: $26.63 each Pocket Tactical Smoke: $22.95 each CTS White Smoke: $32.25 each	VPD Policy 303, 405	5 years
	6	Defense-Tec: Pocket Tactical Grenade Smoke- smoke is used as concealment for officer/citizen down rescues. It can also be utilized with Chemical Agent (CS,OC) to multiply the effects.	Visalia Police Department SWAT Team Commander. Chemical agent compliance is conducted by SWAT Team Leader and SWAT Commander assigned to incident in which the chemical agent is deployed.				
	5	CTS: Smoke (white)- smoke is used as concealment for officer/citizen down rescues. It can also be utilized with Chemical Agent (CS,OC) to multiply the effects. Def-Tec Saf-Smoke- The Saf-Smoke™ Grenade was designed for training, but may also be used in operations. The Saf-Smoke formulation is considered to be less toxic than Hexachloroethane (HC) smoke. The Saf-Smoke Grenade emits a very white smoke. Def-Tec Pocket Tactical Smoke- The Pocket Tactical CS Grenade is small, and lightweight. The 0.9 oz. of active agent will burn approximately 20-40 seconds. This is a launchable grenade; however it is normally used as a signaling or covering device. CTS White Smoke- Pyrotechnic smoke grenade used for concealment or as a signaling device. Hand deployed					

CATEGORY	QUANTITY	DESCRIPTION (GENERAL, MANUFACTURER'S) & CAPABILITIES	PURPOSE AND AUTHORIZED USES & COMPLIANCE MECHANISMS	TRAINING	FISCAL IMPACT	LEGAL & PROCEDURAL RULES	LIFE SPAN
DIVERSION DEVICE	**10**	**Light / Sound Diversionary Device** Defense Technology Diversionary Device The diversoinary device can be hand deployed or by using a pole designed to hold the device securely so that the device can be deployed in elecated locations or where hand deployment would not be desirable. The Low Roll® Distraction Device® is a reloadable gun steel body with hex design. This newest version of the first reusable non-bursting canisters limits movement and rolling once deployed. The diameter of the hex design body is 2.0 in., 5.0 cm. overall length is 5.0 in., 12.7 cm. The Low Roll bodies' ergonomic features complement its powerful output of light, sound and twelve top port configuration which results in an even distribution of gases from the opposing ends of the canister. The distinctive shape and capabilities are tools for dynamic entries for police, corrections, and military tactical teams worldwide. Hand Deployed / Deployed with Diversion Device pole	The light/sound Diversionary Device emits a bright light and accompanying loud sound to temporarily distract/disorient a dangerous individual. The use of light/sound diversionary devices are utilized in a tactical situation in which a temporary distraction or disorientation of the individual is advantageous to safely taking the individual into custody or completing a high-risk entry into a structure or room. The use of diversionary devices is limited to SWAT Team Leaders through approval from the SWAT Commander for planned operations. Emergency deployment is at the discretion of the SWAT Team Leader.	Each SWAT Team member receives training and certification on the use, deployment, and considerations of the use of diversionary devices at Basic SWAT school. Instructors must attend a POST approved Diversionary Device Instructor School consisting of 16 hours of specialized training.	$33.23 each	SWAT Manual	5 years

Military Equipment

708.1 PURPOSE AND SCOPE

The purpose of this policy is to provide guidelines for the approval, acquisition, and reporting requirements of military equipment (Government Code § 7070; Government Code § 7071; Government Code § 7072).

708.1.1 DEFINITIONS

Definitions related to this policy include (Government Code § 7070):

Governing body – The elected or appointed body that oversees the Department.

Military equipment – Includes but is not limited to the following:

- Unmanned, remotely piloted, powered aerial or ground vehicles.
- Mine-resistant ambush-protected (MRAP) vehicles or armored personnel carriers.
- High mobility multipurpose wheeled vehicles (HMMWV), two-and-one-half-ton trucks, five-ton trucks, or wheeled vehicles that have a breaching or entry apparatus attached.
- Tracked armored vehicles that provide ballistic protection to their occupants.
- Command and control vehicles that are either built or modified to facilitate the operational control and direction of public safety units.
- Weaponized aircraft, vessels, or vehicles of any kind.
- Battering rams, slugs, and breaching apparatuses that are explosive in nature. This does not include a handheld, one-person ram.
- Firearms and ammunition of .50 caliber or greater, excluding standard-issue shotguns and standard-issue shotgun ammunition.
- Specialized firearms and ammunition of less than .50 caliber, including firearms and accessories identified as assault weapons in Penal Code § 30510 and Penal Code § 30515, with the exception of standard-issue firearms.
- Any firearm or firearm accessory that is designed to launch explosive projectiles.
- Noise-flash diversionary devices and explosive breaching tools.
- Munitions containing tear gas or OC, excluding standard, service-issued handheld pepper spray.
- TASER® Shockwave, microwave weapons, water cannons, and long-range acoustic devices (LRADs).
- Kinetic energy weapons and munitions.
- Any other equipment as determined by a governing body or a state agency to require additional oversight.

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708.2 POLICY

It is the policy of the Visalia Police Department that members of this department comply with the provisions of Government Code § 7071 with respect to military equipment.

708.2.1 PURPOSE AND USE

Included with this Policy as Attachment "A" is a full report of each type of equipment that meets the definition of military equipment; the quantity in the department's possession; the capabilities of the equipment; the expected lifespan; the manufacturer's description; the purpose and authorized uses of the equipment; the legal and procedural rules that apply to its use; the required training before use by a member of the department; and the compliance mechanisms related to the equipment.

708.3 EQUIPMENT COORDINATOR

The Chief of Police should designate a member of this department to act as the equipment coordinator. The responsibilities of the equipment coordinator include but are not limited to:

(a) Acting as liaison to the governing body for matters related to the requirements of this policy.

(b) Identifying department equipment that qualifies as military equipment in the current possession of the Department, or the equipment the Department intends to acquire that requires approval by the governing body.

(c) Conducting an inventory of all equipment that meets the definition of military equipment at least annually.

(d) Collaborating with any allied agency that may use military equipment within the jurisdiction of Visalia Police Department (Government Code § 7071).

(e) Preparing for, scheduling, and coordinating the annual community engagement meeting to include:

1. Publicizing the details of the meeting.
2. Preparing for public questions regarding the department's funding, acquisition, and use of equipment.

(f) Preparing the annual military equipment report for submission to the Chief of Police and ensuring that the report is made available on the department website (Government Code § 7072).

(g) Establishing the procedure for a person to register a complaint or concern, or how that person may submit a question about the use of a type of military equipment, and how the Department will respond in a timely manner.

708.4 MILITARY EQUIPMENT INVENTORY

The following constitutes a list of qualifying equipment for the Department:

See attachment: 708.4 MILITARY EQUIPMENT INVENTORY.pdf

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708.5 APPROVAL

The Chief of Police or the authorized designee shall obtain approval from the governing body by way of an ordinance adopting the military equipment policy. As part of the approval process, the Chief of Police or the authorized designee shall ensure the proposed military equipment policy is submitted to the governing body and is available on the department website at least 30 days prior to any public hearing concerning the military equipment at issue (Government Code § 7071). The military equipment policy must be approved by the governing body prior to engaging in any of the following (Government Code § 7071):

(a) Requesting military equipment made available pursuant to 10 USC § 2576a.

(b) Seeking funds for military equipment, including but not limited to applying for a grant, soliciting or accepting private, local, state, or federal funds, in-kind donations, or other donations or transfers.

(c) Acquiring military equipment either permanently or temporarily, including by borrowing or leasing.

(d) Collaborating with another law enforcement agency in the deployment or other use of military equipment within the jurisdiction of this department.

(e) Using any new or existing military equipment for a purpose, in a manner, or by a person not previously approved by the governing body.

(f) Soliciting or responding to a proposal for, or entering into an agreement with, any other person or entity to seek funds for, apply to receive, acquire, use, or collaborate in the use of military equipment.

(g) Acquiring military equipment through any means not provided above.

708.6 COORDINATION WITH OTHER JURISDICTIONS

Military equipment used by any member of this Department shall be approved for use and in accordance with this Department policy. Military equipment used by other jurisdictions that are providing mutual aid to this Department, or otherwise engaged in law enforcement operations in this jurisdiction, shall comply with their respective military equipment use policies in rendering mutual aid.

708.7 ANNUAL REPORT

Upon approval of a military equipment policy, the Chief of Police or the authorized designee should submit a military equipment report to the governing body for each type of military equipment approved within one year of approval, and annually thereafter for as long as the military equipment is available for use (Government Code § 7072).

The Chief of Police or the authorized designee should also make each annual military equipment report publicly available on the department website for as long as the military equipment is available for use. The report shall include all information required by Government Code § 7072 for the preceding calendar year for each type of military equipment in department inventory.

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708.8 COMMUNITY ENGAGEMENT

Within 30 days of submitting and publicly releasing the annual report, the Department shall hold at least one well-publicized and conveniently located community engagement meeting, at which the Department should discuss the report and respond to public questions regarding the funding, acquisition, or use of military equipment.

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ORDINANCE NO. 2022-09

AN ORDINANCE ADOPTING A MILITARY
EQUIPMENT USE POLICY

BE IT ORDAINED BY THE COUNCIL OF THE CITY OF VISALIA

Section 1: The City Council hereby finds the following:

A. On September 30, 2021, California Assembly Bill 481, relating to the use of military equipment by law enforcement agencies in the State of California, was signed into law.

B. Assembly Bill 481, codified in Government Code sections 7070-7015, requires law enforcement agencies to obtain approval by ordinance from the applicable governing body of a "military equipment" (as that term is defined in Government Code section 7070) policy, during a regular meeting prior to taking specified actions relating to the funding, acquisition, or use of the defined types of military equipment.

C. The Visalia Police Department has prepared Policy 708 - Military Equipment, to meet these new state law requirements. A copy of Policy 708, including the applicable equipment inventory, is attached hereto and made a part hereof by reference as Exhibit "A".

D. The military equipment policy must be approved by the governing body by ordinance and reviewed annually thereafter.

E. Policy 708 describes the military equipment utilized by the Visalia Police Department, equipment quantity, capabilities, expected lifespan, and includes product descriptions from the equipment manufacturer.

F. Policy 708 describes the purposes and authorized uses for which the Visalia Police Department proposes to use each type of described military equipment.

G. Policy 708 describes the fiscal impact for the military equipment, including the initial costs of obtaining the equipment and estimated annual costs of maintaining the equipment.

H. Policy 708 describes the legal and procedural rules that govern authorized use of the equipment.

I. Policy 708 describes the training, including any course required by the Commission on Peace Officer Standards and Training, that must be completed before Visalia Police Department employees are allowed to use each specific type of military equipment.

J. Policy 708 includes mechanisms to ensure compliance.

K. Policy 708 includes procedures by which members of the public may register complaints, concerns, or submit questions about the use of each specific type of military equipment and

how the Visalia Police Department will ensure that each complaint, concern, or question will receive a response in a timely manner.

L. The military equipment inventoried and presented by the Visalia Police Department is necessary because there is no reasonable alternative that can achieve the same objectives of officer and civilian safety.

M. Policy 708 will safeguard the public welfare, safety, civil rights, and civil liberties.

N. The military equipment described in Policy 708 is reasonably cost effective compared to available alternatives.

O. Prior military equipment use by the Visalia Police Department complies with the proposed policy and if prior uses did not comply with the proposed policy, then corrective actions have been taken to remedy nonconforming uses and ensure compliance.

P. The Visalia Police Department has submitted the proposed policy for review and has made the documents available on the City of Visalia website for at least thirty (30) days prior to the adoption of this ordinance approving the proposed policy.

Q. Policy 708 was considered as an agenda item in open session of a regularly scheduled meeting of the Visalia City Council, which was noticed in advance in accordance with applicable open meeting laws.

R. The process to authorize and approve this ordinance was commenced prior to May 1, 2022.

Section 2: Policy 708 shall be made publicly available on the City of Visalia website for as long as the military equipment contained in the inventory is in use.

Section 3: The Visalia Police Department shall submit an annual military equipment report to the City Council and this report shall contain all the information required in Government Code section 7072 and the City Council shall review and vote on whether to renew approval of the military equipment policy during a regularly scheduled meeting.

Section 4: If any section, subsection, subdivision, paragraph, sentence, clause or phrase of this Ordinance, or its application to any person or circumstances, is for any reason held to be invalid or unenforceable, such invalidity or unenforceability shall not impact the validity or enforceability of the remaining sections, subsections, subdivision, paragraphs, sentences, clauses or phrases of this Ordinance, or its application to any other person or circumstance. The City Council of the City of Visalia hereby declares that it would have adopted each section, subsection, subdivision, paragraph, sentence, clause or phrase hereof, irrespective of the fact that any one or more other sections, subsections, subdivisions, paragraphs, sentences, clauses or phrases hereof be declared invalid or unenforceable.

Section 5: This Ordinance shall take effect thirty days after its adoption.

PASSED AND ADOPTED:

_____
MAYOR

ATTEST:

_____
CITY CLERK

APPROVED BY CITY ATTORNEY:

_____

Assembly Bill (AB) 481

VISALIA POLICE DEPARTMENT

June 20, 2022, City Council Session

Agenda Item

AB 481 – Military Equipment Funding, Acquisition, & Use Policy

Introduce and conduct the Second reading of Ordinance No. 2022-09 adopting a proposed Visalia Police Department Military Equipment Policy 708 per California Assembly Bill (AB) 481.

Description & Purpose

AB 481 – Military Equipment Funding, Acquisition, & Use Policy

- Law enforcement agencies seeking the continued use of military equipment shall publish a military equipment policy and have it approved by the governing body (Mayor and City Council), through an ordinance adopting a military equipment use policy.
- AB 481 also requires the City Council's approval of an annual report that summarizes the use of military equipment, complaints received, audits, costs, and other information published by the Department.
  - Hold a community engagement meeting within 30 days of submitting, presenting, and publicly releasing the annual military equipment report.

Surplus "Military Equipment"

DOD 1033 Program

The Visalia Police Department does not have, nor does it utilize, any equipment procured from the United States Department of Defense through the Law Enforcement Support Office (also known as the 1028 or 1033 program).

“Military Equipment” Categories

The Visalia Police Department has equipment that meets the criteria for 7 of the 15 categories.

- Equipment Category 1 - Unmanned, remotely piloted, powered aerial or ground vehicles.
- Equipment Category 2 - Mine-resistant ambush-protected vehicles or armored personnel carriers.
- Equipment Category 3 - High mobility multipurpose wheeled vehicles (HMMWV), two-and-one-half-ton trucks, five-ton trucks, or wheeled vehicles that have a breaching or entry apparatus attached.
- Equipment Category 4 - Tracked armored vehicles that provide ballistic protection to their occupants.
- Equipment Category 5 - Command and control vehicles that are either built or modified to facilitate the operational control and direction of public safety units.

“Military Equipment” Categories

The Visalia Police Department has equipment that meets the criteria for 7 of the 15 categories.

- Equipment Category 6 - Weaponized aircraft, vessels, or vehicles of any kind.
- Equipment Category 7 - Battering rams, slugs, and breaching apparatuses that are explosive in nature.
- Equipment Category 8 - Firearms and ammunition of .50 caliber or greater, excluding standard-issue shotguns and standard-issue shotgun ammunition.
- Equipment Category 9 - Specialized firearms and ammunition of less than .50 caliber, including firearms and accessories identified as assault weapons in Penal Code § 30510 and Penal Code §30515, with the exception of standard-issue handguns.
- Equipment Category 10 - Any firearm or firearm accessory that is designed to launch explosive projectiles.

“Military Equipment” Categories

The Visalia Police Department has equipment that meets the criteria for 7 of the 15 categories.

- Equipment Category 11 - Noise-flash diversionary devices and explosive breaching tools.
- Equipment Category 12 - Munitions containing tear gas or OC, excluding standard, service-issued handheld pepper spray.
- Equipment Category 13 - TASER® Shockwave, microwave weapons, water cannons, and long-range acoustic devices.
- Equipment Category 14 - Kinetic energy weapons and munitions.
- Equipment Category 15 - Any other equipment as determined by a governing body or a state agency to require additional oversight.

Location of VPD Published Inventory

AB 481 – Military Equipment Inventory List

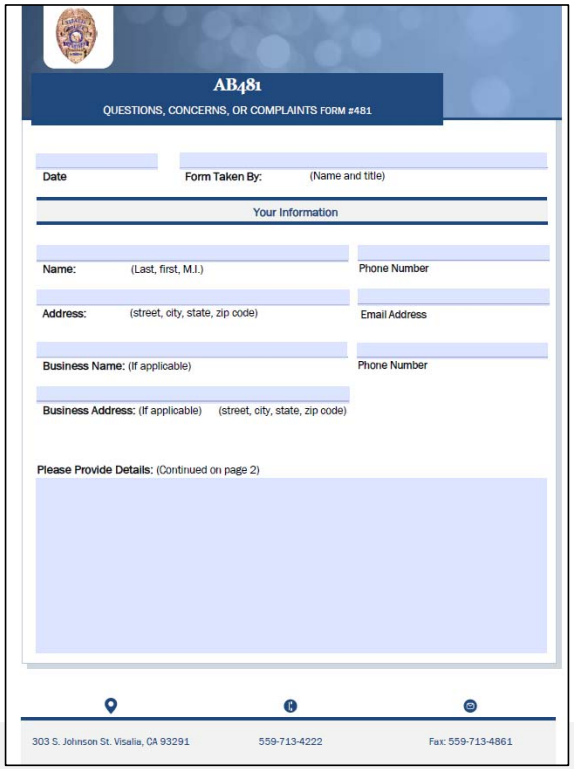
Visalia Police Department Policy 708 which includes a Military Equipment Inventory List was published on the City of Visalia website on April 7, 2022, at least (30) days prior to the adoption of this ordinance approving the proposed policy.

https://www.visalia.city/depts/police/public_records_act/mandated_disclosures.asp

Policy 708 shall be made publicly available on the City of Visalia website for as long as the military equipment contained in the inventory is in use.

Questions/Concerns/Complaints Form

Form #481 – Available on the City of Visalia website.



AB481

QUESTIONS, CONCERNS, OR COMPLAINTS FORM #481

Date

Form Taken By: (Name and title)

Your Information

Name: (Last, first, M.I.)

Phone Number

Address: (street, city, state, zip code)

Email Address

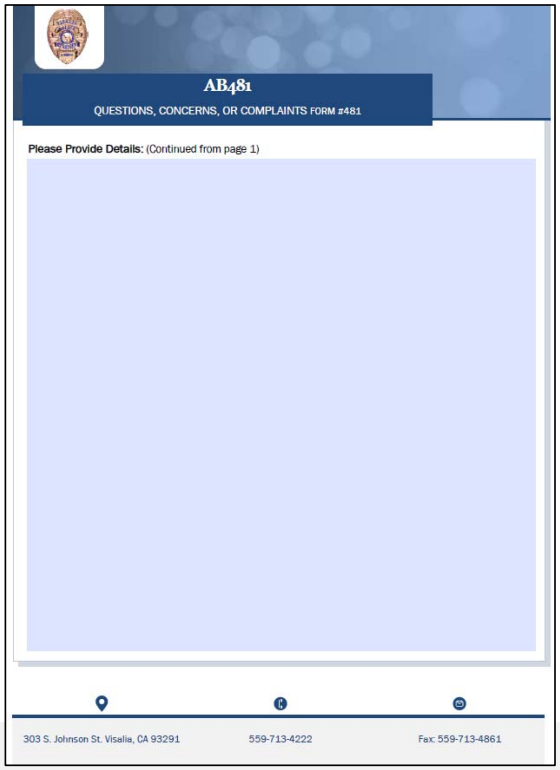
Business Name: (If applicable)

Phone Number

Business Address: (If applicable) (street, city, state, zip code)

Please Provide Details: (Continued on page 2)

303 S. Johnson St. Visalia, CA 93291 559-713-4222 Fax: 559-713-4861



AB481

QUESTIONS, CONCERNS, OR COMPLAINTS FORM #481

Please Provide Details: (Continued from page 1)

303 S. Johnson St. Visalia, CA 93291 559-713-4222 Fax: 559-713-4861

Timeline

Important Dates & Future Actions

- September 30, 2021: CA AB 481, relating to the use of military equipment by law enforcement agencies in the State of California, was signed into law.
- April 7, 2022: Documents pertaining AB 481 have been made available on the City of Visalia website.
- May 16, 2022: First reading of the proposed Ordinance adopting a proposed Visalia Police Department Military Equipment Policy 708 per CA AB 481.
- June 20, 2022: Second reading and adoption for City Council approval of the proposed Ordinance and Visalia Police Department Military Equipment Policy 708.

Recommended Motion

What is Council required to act on tonight?

Introduce and conduct the second reading of Ordinance No. 2022-09 an ordinance to approve the adoption of Visalia Police Department Military Equipment Policy 708 per California Assembly Bill (AB) 481.

Questions?

VISALIA POLICE DEPARTMENT

June 20, 2022, City Council Session

Thank You.

Visalia City Council

Staff Report

File #: 22-0214 **Agenda Date:** 6/20/2022 **Agenda #:** 7.

Agenda Item Wording:
Public Hearing and consideration of the following actions related to the project site located on the southeast corner of East Cherry Avenue and South Lovers Lane (APN: 127-030-018):

1. Certification of Initial Study / Negative Declaration No. 2021-49 for Annexation No. 2021-03, Higgins Ranch Tentative Subdivision Map No. 5585, and Tentative Parcel Map No. 2022-01 (Resolution No. 2022-38 required); and
2. Initiation of Proceedings for Annexation No. 2021-03 a request by Quest Equity, LLC to annex a 32.35-acre parcel into the City Limits of Visalia; and
3. Authorize the detachment from County Service Area No. 1 in accordance with State and County requirements; and
4. Authorize the City Manager to sign and enter into a Pre-Annexation Agreement (Resolution No. 2022-35 required)

Deadline for Action: 6/6/2022

Submitting Department: Community Development

Contact Name and Phone Number:
Rafael Garcia, Senior Planner, 713-4443, rafael.garcia@visalia.city <mailto:rafael.garcia@visalia.city>
Paul Bernal, Community Development Director, 713-4025 paul.bernal@visalia.city <mailto:paul.bernal@visalia.city>

Department Recommendation:
Staff recommends that the City Council initiate Annexation proceedings for the subject parcel by taking the following actions:

1. Certify Initial Study / Negative Declaration No. 2021-49 for Annexation No. 2021-03, Higgins Ranch Tentative Subdivision Map (TSM) No. 5585, and Tentative Parcel Map (TPM) No. 2022-01; and
2. Initiate proceedings on Annexation No. 2021-03 with the Tulare County Local Agency Formation Commission (LAFCO); and
3. Authorize the detachment of the property from County Service Area No. 1 in accordance with State and County requirements; and
4. Authorize the City Manager to enter into a Pre-Annexation Agreement between the City of Visalia and property owners.

If approved by the City Council, staff will file the Annexation application with LAFCO.

Summary:
The recommendation to initiate Annexation No. 2021-03 is based on the conclusion that the project is consistent with General Plan land use policies directing development to occur in the City's Tier 2 Urban Development Boundary (UDB) through projects that promote concentric growth utilizing sites in close proximity to City services (i.e., sewer, water, police, and fire, etc.).

The annexation application is requesting to annex property within the City to facilitate development of the Higgins Ranch tentative subdivision map, conditionally approved by the Planning Commission on May 9, 2022. Upon annexation, the Zoning designation for the 32.35-acre parcel will be R-1-5 (Single-family Residential 5,000 square foot minimum site area) for the entire project site. The Higgins Ranch tentative subdivision map will subdivide the 32.35-acre parcel into a 174-lot single-family residential subdivision at a density of 5.38 dwelling units per acre (see Exhibit "A"). The proposed single-family subdivision will be serviced by 60-foot wide public local streets containing full improvements (curb, gutter, parkway landscaping, sidewalks, and streetlights), sewer lines, storm drainage, and other public infrastructure, utilities, and services (i.e., electricity, gas, and water). Primary access to the subdivision will be from Lovers Lane, an arterial street, and Cherry Avenue, a local roadway. Both streets will be improved to their ultimate right-of-way width within the boundaries of the Higgins Ranch subdivision. Improvements along these major streets include construction of curb, gutter, parkway landscaping, sidewalks, block wall, installation of park strip landscaping, streetlights, and undergrounding of utility lines. The subdivision will be developed over two phases, following the phasing lines established by Tentative Parcel Map No. 2022-01, also conditionally approved by the Planning Commission. Phase I will be approximately 19.05 acres in area and will include 100 lots. Phase II will be approximately 13.30 acres in area and will include 74 lots.

The Planning Commission conducted a public hearing on May 9, 2022, to consider the annexation, tentative subdivision map and tentative parcel map request for the project site. The Planning Commission concluded that the annexation of the site is consistent with the Visalia General Plan. Specifically, the Planning Commission noted that the proposed annexation is consistent with General Plan Land Use Policies LU-P-21 and LU-P-55. The Planning Commission approved the tentative subdivision map and tentative parcel map, subject to the approval of the Annexation, and recommended that Council initiate proceedings for the Annexation.

The Planning Commission's recommendation and findings to support the annexation request are included in the resolution for the City Council's consideration. If the City Council adopts the resolution initiating the annexation, staff will prepare an annexation application and file it with the Tulare County Local Agency Formation Commission (LAFCO).

Background Discussion:

Project Description:
Staff supports the annexation based on the project's consistency with the Land Use Element of the General Plan. Specifically, the annexation will facilitate a residential subdivision development on a 32.35-acre site in a manner that is consistent with residential neighborhoods in the area. The following potential issue areas have been analyzed for the proposed project.

General Plan Consistency:
The proposed annexation and 174-lot single-family residential subdivision on 32.35-acres is compatible with existing residential development adjacent to the area. The project is consistent with

Land Use Policy LU-P-21 of the 2014 General Plan, which states that the city should "Allow annexation and development of residential, commercial, regional retail, and industrial land to occur within the Urban Development Boundary (Tier II) consistent with the City's Land Use Diagram". The site is within the County of Tulare and is adjacent to developed sites to the north and west. Existing utility infrastructure (i.e., sewer, storm and water) can be provided to accommodate the project at buildout. Further, the site is in the Urban Development Boundary (UDB) Tier 2, which allows for immediate development upon successful annexation. Visalia met the residential land use thresholds for expanding into the Tier 2 growth boundary in July 2021.

Furthermore, the project is consistent with Policy LU-P-55. The policy allows for residential development consistent with the Low Density Residential designation at a density range between two to ten dwelling units per gross acre. The site will be developed at a residential density of 5.38 units per acre consistent with the Low Density Residential General Plan land use designation as well as the R-1-5 zoning district. The policy states: *"this designation is intended to provide for single-family subdivisions."* Compatibility with the surrounding area is required by the General Plan in the decision to facilitate development on the site. The subdivision meets all of the codified standards contained in the Zoning and Subdivision Ordinances, as well as all General Plan policies pertaining to residential development. Staff finds that the tentative subdivision map is compatible with the surrounding area and the Low Density Residential land use designation.

Annexation No. 2021-03:

The project proponents have filed the annexation application, which is required in order to annex the site into the City's land use jurisdiction. The Annexation can be supported on the basis that the proposed use is consistent with Land Use Policy LU-P-21, which allows for the annexation and development of residential land to occur within the Urban Development Boundary (Tier II) consistent with the City's Land Use Diagram. The site can be serviced with all of the requisite utility and infrastructure available to serve the site upon development. Cities can approve tentative maps prior to initiation by the City Council and prior to final approval of the annexation by the local agency formation commission but cannot approve the final subdivision map until after the land is annexed and the annexation is recorded through the Tulare County Recorder.

Planning Commission Public Hearing:

At its meeting on May 9, 2022, the Planning Commission considered Annexation No. 2021-03, Higgins Ranch Tentative Subdivision Map (TSM) No. 5585, and Tentative Parcel Map (TPM) No. 2022-01.

The Planning Commission staff report provided an extensive overview of the improvements associated with the subdivision map. A brief synopsis of the street improvements is provided as follows:

Lovers Lane is a designated 110-foot wide arterial street. Improvements along the right of way within the boundaries of the subdivision map include improving the street to its full width which will include a Class II bike lane, curb, gutter, sidewalks, streetlights, block wall and landscaping along the east side of the street. The Lovers Lane and Cherry Avenue intersection will be limited to right-in, right-out, and left-in traffic movements, while the Lovers Lane and "D" Street intersection will be limited to right-in and right-out only. No new left-turn pocket will be required along this segment of Lovers Lane.

Cherry Avenue is a 56-foot wide local street. Full street improvements along Cherry Avenue include a

street widening, new curb, gutter, parkway landscaping and new sidewalk along the south side of the roadway fronting the new development. The north side of the roadway has been improved as part of the residential subdivision to the north.

Local Street Connectivity: The 174-lot subdivision is designed to comply with the City's Engineering Improvement Standards "P-15 - Super Block Connectivity". This improvement standard provides for access via the local street connectivity pattern within a superblock thereby reducing trips onto arterial and collector streets. The superblock connectivity design allows for interconnectivity between and within neighborhoods.

During the public hearing, public testimony in favor of the proposal was provided by Darlene Mata, consultant for the applicant. Public comment in opposition to the proposal was received by Craig McDonald via email and during the public hearing. Mr. McDonald cited concerns with potential negative impacts to their property just north of the project site, concerns regarding residential density of the subdivision, potential increases to traffic and impacts to their quality of life. The e-mail submitted is included in Exhibit "E" of the staff report.

Based on the proposal and public testimony received at the public hearing, the Planning Commission approved the TSM and TPM requests, and found the annexation to be consistent with the policies and goals of the Visalia General Plan. The resolution recommending approval of the annexation to the City Council and the Tentative Subdivision Map were unanimously approved via a 5-0 vote by the Planning Commission. However, the Tentative Parcel Map was approved via a 4-1 vote.

Detachment for Service Area No. 1:

The subject site is part of Tulare County Service Area No. 1. Services provided in Service Area No. 1 include domestic water and sewer. Detachment of the project area from Service Area No. 1 is required upon annexation as future development will receive domestic water and sanitary sewer services from the California Water Service Company and the City of Visalia, respectively. Annexations submitted to LAFCO require that the City include a request to detach the annexed area from the County's service area. Though detachments were previously an automatic process conducted as part of annexations, a 2009 law change now requires Cities to explicitly request detachment.

Pre-Annexation Agreement:

The annexation will be subject to the terms of a Pre-Annexation Agreement which must be signed by the property owners requesting the annexation. The agreement is included as Exhibit "C" in the staff report.

City Council Districts:

If the annexation area is approved, the parcel will be annexed into Voting District 2 per the Council Election Voting District Map.

City Services:

City Services, including Police and Fire protection, will be provided to the project site upon annexation. Sanitary sewer service will be extended to the project site upon development, as will water service through the California Water Service Company. Upon annexation, the full complement

of city services and programs will be available to future occupants of the project site.

Fiscal Impact:
Future development of the project will require the developer to pay development impact fees which include Transportation, Trunk Line Capacity, Strom Drainage Acquisition, Park Acquisition, Waterways Acquisition, Public Safety, Groundwater Overdraft Mitigation, etc.

Prior Council Action: None.

Committee/Commission Review and Action:
The Planning Commission held a public hearing for the proposed project on May 9, 2022. The Planning Commission approved Higgins Ranch TSM No. 5585 to subdivide a 32.35-acre parcel into 174 lots for residential use; and TPM No. 2022-01 to subdivide the subject site into two lots for phasing and financing purposes. The TSM was approved by a 5-0 vote and the TPM was approved by a 4-1 vote. Along with the maps, the Planning Commission considered Annexation No. 2021-03, a proposal to annex a 32.35-acre parcel into the City Limits of Visalia, which will be zoned R-1-5 (Single-family Residential) upon annexation which is consistent with the General Plan Land Use designation of Residential Low Density. The Planning Commission moved to find Annexation No. 2021-03 consistent with the policies and goals of the Visalia General Plan and recommended approval to the Visalia City Council by a vote of 5-0.

Alternatives:
The City Council may, in lieu of the recommended motion specified above, consider any of the following alternatives:

1. Deny the Annexation; or
2. Refer the matter back to the Planning Commission; or,
3. Continue the matter to a future City Council hearing for additional information.

Recommended Motion (and Alternative Motions if expected):
I move to approve the following:

Resolution No. 2022-38 certifying Initial Study / Negative Declaration No. 2021-49, and

Resolution No. 2022-35 initiate proceedings for Annexation No. 2021-03, authorizing the detachment of property from County Service Area No. 1, and authorizing the City Manager to enter into a Pre-Annexation Agreement between the City of Visalia and the property owners, subject to the terms discussed herein.

CEQA Review:
An Initial Study and Negative Declaration were prepared for the proposed project. Initial Study and Negative Declaration No. 2021-49 disclosed that environmental impacts are determined to be not significant. Staff concludes that Initial Study and Negative Declaration No. 2021-49 adequately analyzes and addresses the proposed project and reduces environmental impacts to a less than significant level.

Attachments:

1. Resolution No. 2022-38 certifying Initial Study and Negative Declaration No. 2021-49
2. Resolution No. 2022-35 initiating the Proceedings for Annexation No. 2021-03 and Detachment from County Service Area No. 1.
3. Exhibit “A” - Tentative Subdivision Map
4. Exhibit “B” - Annexation Plan and Legal Description
5. Exhibit “C” - Pre-Annexation Agreement
6. Exhibit “D” - Initial Study No. 2021-19
7. Exhibit “E” - May 5, 2022, e-mail from Craig MacDonald
8. Planning Commission Resolution No. 2021-65 recommending initiation of Annexation No. 2021-03
9. Planning Commission Staff Report
10. General Plan Land Use Map
11. Zoning Map
12. Aerial Map
13. Location Map

RESOLUTION NO. 2022-38

A RESOLUTION OF THE CITY COUNCIL OF THE CITY OF VISALIA, ADOPTING NEGATIVE DECLARATION NO. 2021-49, WHICH EVALUATES ENVIRONMENTAL IMPACTS FOR ANNEXATION NO. 2021-03, HIGGINS RANCH TENTATIVE SUBDIVISION MAP NO. 5585, AND TENTATIVE PARCEL MAP NO. 2022-01

WHEREAS, the project consisting of Annexation No. 2021-03, Higgins Ranch Tentative Subdivision Map No. 5585, and Tentative Parcel Map No. 2022-01 (hereinafter "Project") is a request to annex a 32.35-acre parcel into the City Limits of Visalia in order to facilitate the subdivision of said 32.35-acre parcel into a 174-lot single-family residential subdivision. The Project is located on the southeast corner of East Cherry Avenue and South Lovers Lane (APN: 127-030-018); and,

WHEREAS, the City Council of the City of Visalia, after ten (10) days published notice, held a public hearing before said Council on June 20, 2022; and,

WHEREAS, an Initial Study was prepared which disclosed that no significant environmental impacts would result from the Project; and,

WHEREAS, on the basis of this Initial Study, a Negative Declaration has been prepared for the Project pursuant to the California Environmental Quality Act of 1970 (CEQA), as amended; and

WHEREAS, the Initial Study and Negative Declaration for the Project were prepared and noticed for review and comment for 20 days beginning on April 14, 2022; and,

WHEREAS, the City of Visalia did not receive any comments on the Initial Study and Negative Declaration; and,

WHEREAS, the City Council of the City of Visalia considered the Initial Study and Negative Declaration and found that the Initial Study and Negative Declaration contain and reflect the independent judgment of the City of Visalia.

NOW, THEREFORE, BE IT RESOLVED that the Initial Study and Negative Declaration was prepared consistent with the California Environmental Quality Act (CEQA) and the City of Visalia Environmental Guidelines.

BE IT FURTHER RESOLVED that the City Council of the City of Visalia hereby finds, on the basis of the whole record before it, that there is no substantial evidence that the project will have a significant effect on the environment and hereby adopts Initial Study and Negative Declaration No. 2021-49. The documents and other material which constitute the record of the proceedings upon which the decisions based are located at the office of the City Planner, 315 East Acequia Avenue, Visalia, California, 93291.

RESOLUTION NO. 2022-35

A RESOLUTION OF APPLICATION BY THE CITY OF VISALIA REQUESTING THE TULARE COUNTY LOCAL AGENCY FORMATION COMMISSION TO TAKE PROCEEDINGS FOR ANNEXATION NO. 2021-03 AND DETACHMENT OF PROPERTY FROM COUNTY SERVICE AREA NO. 1, PERTAINING TO ONE PARCEL TOTALING 32.35 ACRES. THE SITE WOULD BE ZONED R-1-5 (SINGLE FAMILY RESIDENTIAL 5,000 SQUARE FOOT MINIMUM) WHICH IS CONSISTENT WITH THE GENERAL PLAN LAND USE DESIGNATION OF LOW DENSITY RESIDENTIAL. THE SITE IS LOCATED ON THE SOUTHEAST CORNER OF SOUTH LOVERS LANE AND EAST CHERRY AVENUE (APN: 127-030-018)

WHEREAS, Annexation No. 2021-03 is a proposed annexation of a total of 32.35 acres into the city limits ("Project"). The property is located on the southeast corner of South Lovers Lane and East Cherry Avenue, within the County of Tulare (APN: 127-030-018); and

WHEREAS, the City Council of the City of Visalia desires to initiate proceedings for annexation to said city of territory described on the attached legal description and map herein as Exhibit "B"; and

WHEREAS, the Council of the City of Visalia desires to annex said property to the City of Visalia for the following reasons: 1) The annexation will contribute to and facilitate orderly growth and development of both the City and the territory proposed to be annexed; 2) Will facilitate and contribute to the proper and orderly layout, design and construction of streets, gutters, sanitary and storm sewers and drainage facilities, both within the City and within the territory proposed to be annexed; and 3) Will provide and facilitate proper overall planning and zoning of lands and subdivision of lands in said City and said territory in a manner most conducive of the welfare of said City and said territory; and

WHEREAS, this proposal is made pursuant to the Cortese-Knox-Hertzburg Local Government Reorganization Act of 2000, commencing with Section 56000 of the Government Code of the State of California; and

WHEREAS, the territory proposed to be annexed is uninhabited per Government Code Section 56046; and

WHEREAS, the property proposed to be annexed is adjacent to City Limits; and

WHEREAS, the territory proposed to be annexed is located in Voting District 2 as identified in the Election District Map adopted by the City Council on February 22, 2022, per Resolution No. 2022-11; and

WHEREAS, the Council of the City of Visalia, after a ten-day public notification period, held a public hearing on June 20, 2022, and found the project consistent with the General Plan; and

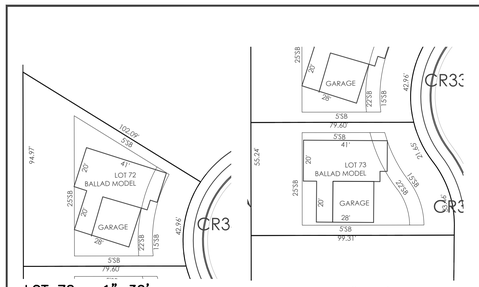
WHEREAS, the City Council hereby makes the following findings with regard to the project:

1. That the Annexation is consistent with the intent of the General Plan and Zoning Ordinance, and is not detrimental to the public health, safety, or welfare, or materially injurious to properties or improvements in the vicinity.
2. The subject property is within Tier 2 Urban Development Boundary as defined by the City of Visalia General Plan and is designated Low Density Residential by the General Plan Land Use Map.
3. That the proposed Annexation changing 32.35 acres of County/AE-20 (Exclusive Agriculture, 20 Acre Minimum) zone to R-1-5 (Single Family Residential 5,000 square foot minimum) zone, will not impose new land uses or development that will adversely affect the subject site or adjacent properties.
4. That the property is located within Voting District 2 per the Council Election Voting District Map.
5. That the property is not located within an Agricultural Preserve.
6. That an Initial Study was prepared for this project, consistent with CEQA, which disclosed that environmental impacts are determined to be not significant and that Negative Declaration No. 2021-49, is hereby adopted. Furthermore, the design of the subdivision and the proposed improvements are not likely to cause substantial environmental damage nor substantially and avoidably injure fish, wildlife or their habitat.

BE IT RESOLVED that the Council of the City of Visalia requests the following actions:

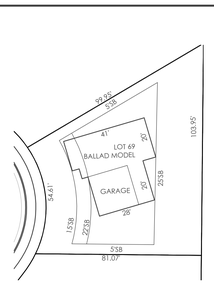
1. The potential environmental effects of the proposed annexation have been reviewed and the Environmental Coordinator of the City of Visalia has determined that the proposed project has no effects that could occur as addressed within Negative Declaration No. 2021-49, and therefore the City Council adopts Negative Declaration No. 2021-49.
2. Application is hereby made to the Executive Officer of the Local Agency Formation Commission (LAFCO), County of Tulare, State of California, for an annexation of territory illustrated in the map attached as Exhibit “B”.
3. Proceedings shall be taken for this annexation proposal pursuant to Title 5, Division 3, Part 3 of the California Government Code and other relevant provisions of the Cortese-Knox-Hertzberg Local Government Reorganization Act of 2000.

4. In conjunction with the proceedings being taken for this annexation proposal, application is also hereby being made to the Executive Officer of the Local Agency Formation Commission, County of Tulare, State of California, for detachment from County Service Area No. 1.
5. The Council hereby requests waiver of the conducting authority proceedings in accordance with Government Code Section 56663(c).
6. Upon annexation, the territory shall be zoned R-1-5 (Low Density Residential) consistent with the pre-zoning designated by the General Plan Land Use Map.
7. Upon annexation, the territory shall be assigned to Voting District 2 and the Election District Map adopted on February 22, 2022, per Resolution No. 2022-11 shall be amended to reflect the new territory assigned to Voting District 2.
8. The City Clerk of the City of Visalia is authorized and directed to file a certified copy of this resolution with the Executive Officer of Tulare County LAFCO.
9. The applicant(s) shall enter into a Pre-Annexation Agreement with the City which memorializes the required fees, policies, and other conditions applicable to the annexation. The Pre-Annexation Agreement is attached herein as Exhibit “C”. The agreement is subject to approval as to form by the City Attorney and subject to clerical and form modifications as approved by the City Manager.

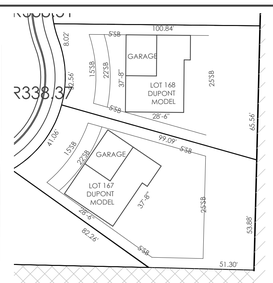


LOT 72 1"=30'
BALLAD MODEL

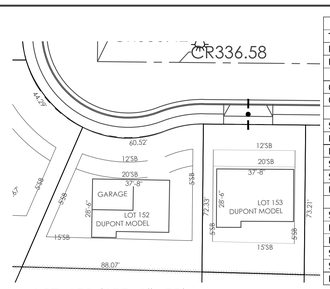
LOT 73 1"=30'
BALLAD MODEL



LOT 69 1"=30'
BALLAD MODEL



LOT 167/168 1"=30'
DUPONT MODEL



LOT 152/153 1"=30'
DUPONT MODEL

Higgins Tentative Subdivision Map	
Total Lots	174
Lots Less than 5,000 square feet	14
Percent of lots less than 5,000 square feet	8%
Open Space Required (250 square feet per lot less than 5,000)	2,012 square feet
Open Space Provided	9,526 square feet
Small Lot Setbacks (Less than 5,000 sf, Lots 152-165)	
Front (Residents)	12 feet to Living
Front (Garage)	20 feet to Living
Side	5 feet
Street Side	10 feet
Rear	15 feet
Standard Lots	
Front (Residents)	15 feet to Living
Front (Garage)	22 feet to Living
Side	5 feet
Street Side	10 feet
Rear	25 feet

TENTATIVE SUBDIVISION FOR HIGGINS RANCH

VISALIA CALIFORNIA

OWNER

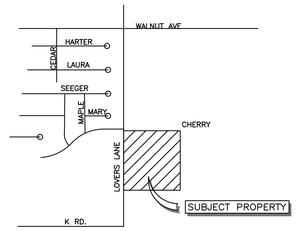
NASH LIMITED PARTNERSHIP

DEVELOPER

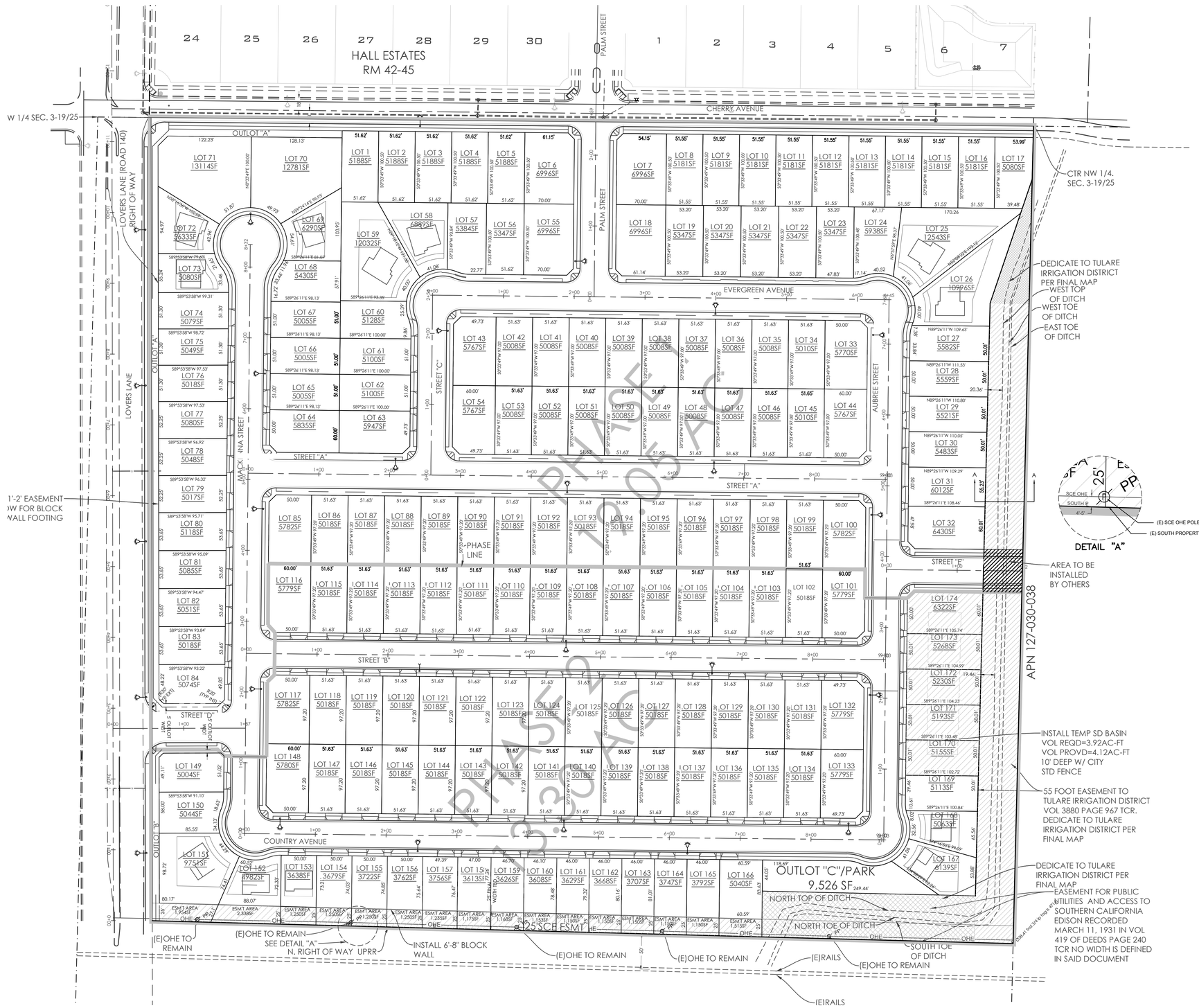
QUEST EQUITY LLC
GREG NUNLEY (559)799-6993
1878 N MOONEY BLVD SUITE J
TULARE, CA 93274
APN: 127-030-018

PROJECT INFO

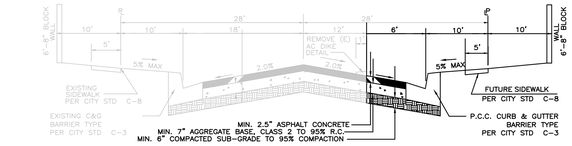
SOUTH EAST CORNER OF LOVERS LANE AND CHERRY AVENUE
APN: 127-030-018
TOTAL AREA: 32.35 AC
EXIST. USE: AGRICULTURE
PROPOSED USE: RESIDENTIAL
FLOOD ZONE: X
TOTAL LOTS: 174
LOT AREA: 3,655 MIN/ 13,166 MAX
ZONING: R-1
DENSITY: 5.38 UNITS/AC



Vicinity Map
NO SCALE
N

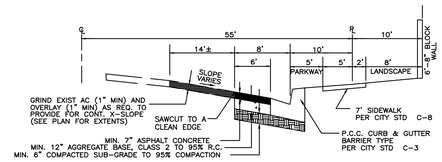


DETAIL "A"



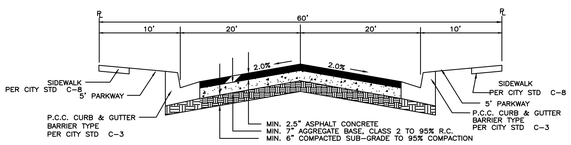
STRUCTURAL SECTION
CHERRY AVE.

T.I.=5.5 "R"=xx



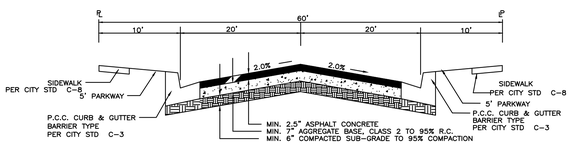
STRUCTURAL SECTION
LOVERS LANE

T.I.=11 "R"=xx



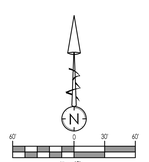
STRUCTURAL SECTION
PALM ST.

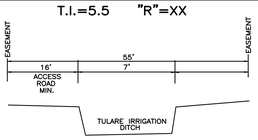
T.I.=5.5 "R"=XX



STRUCTURAL SECTION
LOCAL STREETS

T.I.=5.5 "R"=XX





SECTION A–A

REVISIONS		
MARK	DATE	
1		
2		
3		
4		

DRAWN BY: JAW
DATE: APRIL 25, 2022
SCALE: 1"=60'

ENGINEERING
A.W.
724 N. BEN MADDOX WAY SUITE A
VISALIA, CA 93292
(559) 713-6139
awengineering09@gmail.com

TENTATIVE SUBDIVISION FOR
HIGGNIS RANCH
VISALIA CALIFORNIA

SHEET
SITE
JOB NUMBER:

Exhibit
Geographic Description
City of Visalia
Annexation 2021-___
Annexation to the City of Visalia and Detachment from CSA #1

That portion of the Northwest quarter of Section 3, Township 19 South, Range 25 East, Mount Diablo Meridian, in the County of Tulare, State of California described as follows:

Commencing at the West quarter corner of said Section 3; thence, North 89°04'33" East, 110.00 feet along the South line of the Northwest quarter of said Section 3 and the South line of the existing City of Visalia City Limits to the East right of way line of Lovers Lane (County Road 140); thence, North 01°31'57" West, along said East line, also being the East line of the existing City of Visalia City Limit line 174.26 feet more or less to the intersection with a line parallel with and 50.00 feet North of the centerline of the Union Pacific Rail Road and the **TRUE POINT OF BEGINNING**;

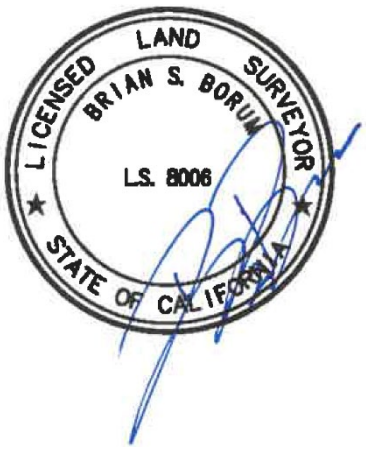
Course 1: thence, continuing along said East line and existing City of Visalia City Limit Line, North 01°31'57" West, 1134.13 feet to the North line of the Southwest quarter of the Northwest quarter of said Section 3;

Course 2: thence, continuing along said existing City of Visalia City Limit Line, North 89°07'55" East, 1246.68 feet more or less to the center of the Northwest quarter of said Section 3;

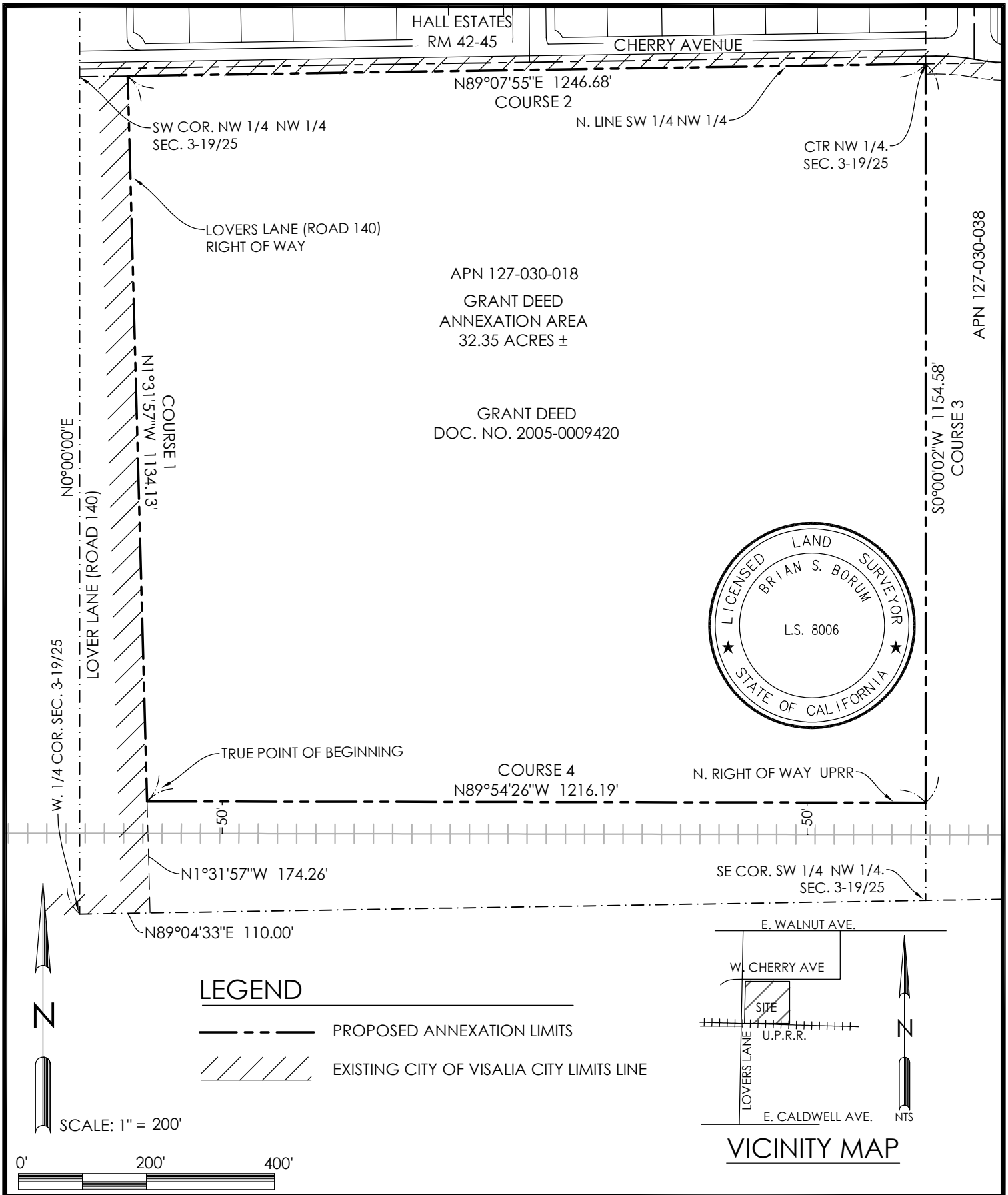
Course 3: thence, leaving said existing City of Visalia City Limit Line, South 00°00'02" West, along the East line of the Southwest quarter of the Northwest quarter of said Section 3, a distance of 1154.58 feet more or less to the intersection with a line parallel with and 50.00 feet North of the centerline of the Union Pacific Rail Road;

Course 4: thence, North 89°54'26" West, along said parallel line, 1216.19 feet more or less to the **TRUE POINT OF BEGINNING**.

Containing 32.35 acres more or less



Higgins Annexation
02-9-22



DATE:	02/9/2022
DRAWN:	
CHECKED:	
PROJECT:	

EXHIBIT
CITY OF VISALIA
ANNEXATION NO. 2021-___
ANNEXATION TO THE CITY VISALIA
AND DETACHMENT FROM CSA #1

//BLS
Land Surveying
BORUMLANDSURVEYING.COM

EXHIBIT C

Pre-Annexation Agreement

This Pre-Annexation Agreement (”Agreement”) is made and entered into this 20th day of June by and among the City of Visalia, a charter law city (“City’) and Nash Limited Partnership, (hereinafter “Owner”):

RECITALS

WHEREAS, Owners are the record owners of the property, currently located in the unincorporated area of the County of Tulare, legally described in Exhibit A and depicted in Exhibit B, which are attached hereto and incorporated herein by reference (hereinafter referred to as the “Property”); and

WHEREAS, the Property is adjacent to and contiguous to the existing corporate boundary of the City, but is not situated within the limits of any municipality; and

WHEREAS, Owner desires to have the Property annexed to the City and to have the Property zoned as R-1-5, which would permit the Property to be used for Low Density Residential; and

WHEREAS, the Property consists of approximately 32.35 acres, and no electors reside thereon; and

WHEREAS, proper applications have been filed with the City for approval of the annexation and for the legal subdivision of the lot, as may be required for the Property; and

WHEREAS, the City has, by a resolution requesting initiation of proceedings to annex territory (“Resolution”) adopted on June 20, 2022, initiated proceedings to annex the Property; and

WHEREAS, in certain annexation proceedings Williamson Act issues arise which require indemnification of LAFCO, in said event, City requires indemnification from Developer; and

WHEREAS, finding nine (9) of Resolution No. 2022-35 initiating annexation requires entry into this Annexation Agreement prior to the City submitting an application to the Local Area Formation Commission to commence the proposed annexation; and

WHEREAS, Owner acknowledges that during the term of this Agreement the Property will be subject to all ordinances, resolutions, and other regulations of the City, as they may be amended from time to time, as well as state and federal statutes and regulations, as they may be amended.

WHEREAS, the City is authorized by its police powers to protect the health, safety and welfare of the community, and is entering into this Agreement and executing such authority for said purpose; and

WHEREAS, nothing contained in this Agreement shall constitute a waiver of the City's legislative, governmental, or police powers to promote and protect the health, safety and welfare of the City and its inhabitants, nor shall this Agreement prohibit the enactment or increase by town of any tax, fee, or charge.

NOW, THEREFORE, in consideration of the above Recitals and the following Covenants, it is agreed by and between the parties as follows:

I. AGREEMENT

A. Parties. The parties to this Agreement are the City and Owner.

B. Incorporation of Recitals. The parties confirm and incorporate the foregoing Recitals into this Agreement.

C. Purpose/Limits of Agreement. A specific purpose of this Agreement is to set forth specific terms and conditions of annexation of the Property to City.

II. TERMS AND CONDITIONS OF ANNEXATION; PURPOSE OF AGREEMENT

Generally, each party to this Agreement is benefited and burdened by detachment from the County and annexation to the City. Owner will obtain a variety of services from City and City will obtain additional tax revenues. City has adopted ordinances, regulations, and policies concerning design, improvement, construction, development and use of property within the City. Nothing contained in this Agreement shall constitute a waiver of City's legislative, governmental, or police powers to promote and protect the health, safety, and welfare of City and its inhabitants, nor shall this Agreement prohibit the enactment or increase by City of any tax or fee. The purpose of this Agreement is to spell out additional conditions to which Owner will be subject following annexation and prior to development within the City due to the burden placed on City by Owner's desired annexation:

A. Water Acquisition Policy: Although City's current water service provider, California Water Service, continues to issue will-serve letters, City's Council is aware of the steadily decreasing level of water in the City's underground water aquifers and has determined that increasing development is contributing to this serious problem. Therefore, City's Council has studied the issue and investigated possible solutions in order that it may continue to assure citizens that there will be water available to serve the community's needs. City's Council is actively engaged in water replenishment activities with the Kaweah Delta Water

Conservation District and it has adopted a policy, as set forth in Chapter 16.54 of the Visalia Municipal Code, which requires annexation applicants to convey title to water rights to City upon annexation and/or to pay a fee to City (pursuant to an adopted fee schedule) so that City may acquire water for groundwater replenishment and storage in order to serve new development that comes with annexation, including development of the Property (the "Water Acquisition Policy"). Therefore, Owner agrees that, at the time that LAFCO issues a Certificate of Completion finalizing the annexation (and upon the running of all applicable statutes of limitation related thereto), Owner will comply with the Water Acquisition Policy by entering into an agreement with City to either (i) convey to City those water rights vested in the Property, if any, (ii) agree to pay City a fee in lieu thereof, (iii) agree to some combination of an in lieu fee payment and water right conveyance, or (iv) to comply by any other method allowed by the Water Acquisition Policy, provided that such agreement includes a condition precedent requiring City's water supplier to agree to serve the Property with potable water in amount sufficient to meet Owner's reasonably anticipated total water demand for the Property, as determined by a valid water supply assessment prepared pursuant to California Water Code § 10910 *et seq*. No post-annexation permit or entitlement approvals concerning the Property will be issued by City unless and until Owner complies with the Water Acquisition Policy in a manner consistent with this subsection II(A). Owner agrees that it shall identify all water rights which, to the best of Owner's knowledge, have been used by Owner or its agents in connection with the Property, regardless of whether they are considered "vested" in the Property, and shall comply with the Water Acquisition Policy by entering into an agreement with City to convey such rights, if any, to City. City shall cooperate with Owner in valuing such water rights for the purposes of determining the amount of offset to be applied against the in lieu fee as required pursuant of the Water Acquisition Policy. Owner further agrees that City shall have first right of refusal in acquiring upon mutually acceptable terms any water rights that Owner owns that may be in addition to those required to meet Owner's obligations under the Water Acquisition Policy. City agrees that water rights need not be conveyed and in lieu fees shall not be made payable until City's issuance of one or more parcel maps or final subdivision maps covering the Property and, in the event Owner applies to City for its approval of multiple final maps covering the Property, City agrees such water rights conveyance or fee payment obligation shall be allocated on a pro rata basis to each phase of development covered by each final subdivision map, with conveyance of water rights or payment to be made on a per map basis upon City's issuance of each final subdivision map covering the Property.

B. General Plan Maintenance Fee: On June 21, 2004, the City adopted (by Resolution 2004-63, as corrected) a General Plan Maintenance Fee. Owner agrees that, at the time LAFCO issues a Certificate of Completion finalizing the annexation (and upon the running of all applicable statutes of limitation related thereto), Owner will enter into an agreement with City to pay the General Plan Maintenance Fee in an amount equal to

$427 per acre and no post-annexation permit or entitlement approvals concerning the Property will be issued unless and until said agreement is executed. City agrees that such fee shall not be made payable until City's issuance of one or more final subdivision maps covering the Property and, in the event Owner applies to City for its approval of multiple final maps covering the Property, City agrees such fee payment obligation shall be allocated on a pro rata basis to each phase of development covered by each final subdivision map, with payment to be made on a per map basis upon City's issuance of each final subdivision map covering the Property. Owner's satisfaction of its obligations under this Section II(B) will satisfy any and all of Owner's obligations related to and arising under the General Plan Maintenance Fee.

C. Plan For Providing Services. The parties agree to cooperate in, and to take such actions as may be necessary to ensure, the diligent preparation of a Plan For Providing Services to the Property, to be submitted to LAFCO along with City's annexation application, in accordance with Cortese-Knox-Hertzberg Act requirements.

Developer understands and agrees that building permits and other entitlements for development on the Property will not be issued unless and until each and every condition herein is met.

III. TERM

The term of this Agreement shall become effective when fully executed by the parties hereto (the "Effective Date") and continue for a period of twenty (20) years. This Agreement shall terminate if (a) the annexation proceedings are terminated for any reason; or (b) the completion of the annexation (recordation of a Certificate of Completion) does not occur on or before one (1) year from the Effective Date. Any indemnification provision included herewith shall survive termination and continue until expiration of the statute of limitations applicable to the subject matter thereof.

IV. DEFAULT, REMEDIES AND ENFORCEMENT

In the event of breach or default of any term, condition, covenant or obligation of this Agreement by either party, the other party may exercise any rights available at law or in equity, including an action for specific performance or other injunctive relief, and all such remedies shall be cumulative. This Agreement shall be enforceable, unless lawfully terminated or cancelled, by any party to the Agreement or any party's successor in interest, notwithstanding any subsequent changes in any applicable law adopted by the City which alters or amends the laws, ordinances, resolutions, rules or policies frozen by this Agreement.

V. INDEMNIFICATION

Owner agrees to indemnify and hold harmless City and the City's officers, employees, agents, and contractors, from and against all liability, claims,

causes of actions, and demands, including attorney's fees and court costs, which arise out of or are in any manner connected with this Agreement or its operation, or with any other action annexation or other action determined necessary or desirable by the City in order to effectuate the annexation of Owner's property, or which are in any manner connected with the City's enforcement of this Agreement. Owner further agrees to investigate, handle, respond to, and to provide defense for and defend against or at the City's option to pay the attorney's fees and court costs, which arise out of or are in any manner connected with this Agreement or its operation.

VI. MISCELLANEOUS

a. Binding Effect/Covenants to Run With Land. The Parties hereto agree to be bound by this Agreement. This Agreement shall be binding upon and shall inure to the benefit of the heirs, transferees, successors and assigns of the parties hereto. The terms and conditions stated herein shall constitute covenants running with the land.

b. Assignment. Neither party shall assign, delegate or transfer their rights and duties in this Agreement without the written consent of the other party.

c. Authorized Signatory. The individuals executing this Agreement, by their signature hereto, declare that they are authorized to, and have the legal power, right and actual authority to bind the party to the terms and conditions of this Agreement.

d. Notices. All notices under this Agreement shall be effective upon personal delivery to City, or Owner, as the case may be, three (3) business days after deposit in the United States Mail, postage fully prepaid, addressed to the respective parties as follows:

To the City:
City Manager
City of Visalia
220 N. Santa Fe Street
Visalia, CA 93292

With Copy to:
Kenneth J. Richardson
City Attorney
Peltzer & Richardson
3746 West Mineral King Avenue
Visalia, CA 93291

To Owner:
Nash Limited Partnership
Attn: Greg Nunley
1878 N. Mooney Blvd.
Tulare, CA 93274

Or such other address as the parties may from time to time designate by giving notice as required hereunder.

e. Entire Agreement. This Agreement represents the entire agreement between the City and Owner as to its subject matter and no prior oral or written understanding shall be of any force or affect.

f. Amendment. No part of this Agreement may be modified without the written consent of both parties.

g. Headings. Section headings are provided for organizational purposes only and do not in any manner affect the scope, meaning, or intent of the provisions under the heading.

h. No Third Party Beneficiaries Intended. Except as provided herein, the parties of this Agreement do not intend to provide any other party with any benefit or enforceable legal or equitable right or remedy.

i. Exhibits and Recitals. The recitals and any exhibits to this Agreement are fully incorporated by reference and are integral parts of this Agreement.

j. Conflict With Laws or Regulations/Severability. This Agreement is subject to all applicable laws and regulations. If any provision(s) of this Agreement is found by any court or other legal authority, or is agreed by the parties, to be in conflict with any code or regulation governing this subject, the conflicting provision(s) shall be considered null and void. If the effect of nullifying any conflicting provision is such that a material benefit of the Agreement to either party is lost, the Agreement may be terminated at the option of the effected party. In all other cases, the remainder of the Agreement shall continue in full force and effect.

k. Waiver. A waiver of any breech of this Agreement by any party shall not constitute a continuing waiver or a waiver of any subsequent breech of the same or any other provision of this Agreement.

l. Choice of Law - Venue. This Agreement shall be governed by the laws of the State of California and any questions arising hereunder shall be construed or determined according to such law. Venue for any legal action arising from or in connection with this Agreement or the Property shall be in Tulare County, California.

m. Attorneys Fees. In the event either party commences any action, arbitration or legal proceedings for the enforcement of this Agreement, the prevailing party, as determined by the court or arbitrator, shall be entitled to recovery of its reasonable fees and costs, including attorneys fees, court costs and arbitration costs incurred in the action brought thereon.

n. No Agency, Joint Venture or Partnership. It is understood that this Agreement is a contract that has been negotiated and voluntarily entered into by City and Owner and that Owner is not an agent of City. City and Owner hereby renounce the existence of any form of joint venture or partnership between them, and agree that nothing contained herein or in any document executed in connection therewith shall be construed as making City and Owner joint venturers or partners.

o. Excusable Delays; Extension of Time of Performance. In the event of delays due to strikes, inability to obtain materials, civil commotion, fire, war, terrorism, lockouts, third-party litigation or other legal challenges regarding the annexation, riots, floods, earthquakes, epidemic, quarantine, freight embargoes, failure of contractors to perform, or other circumstances beyond the reasonable control of the parties and which cause substantially interferes with the ability of either party to perform its obligations under this Agreement, then the time for performance of any such obligation shall be extended for such period of time as the cause of such delay shall exist but in any event not longer than for such period of time.

p. Further Assurances. The parties will execute and deliver, upon demand by the other party, such further documents, instruments and conveyances, and shall take such further actions as such other party may request from time to time to document the transactions set forth herein.

q. Recordation of Agreement; Counterparts. This Agreement, or an abstract of its material terms and conditions shall be recorded by either party in the Official Records of the Tulare County Recorder. This Agreement may be executed in counterparts and, when all counterparts are combined, shall constitute a single agreement.

/////

IN WITNESS WHEREOF, the parties have executed this Agreement on the date set forth next to their signature.

CITY

Date: _____ By: _____
Leslie Caviglia, City Manager

Attest:

Date: _____ By: _____
Michelle Nicholson, City Clerk

Approved as to Form:

Date: _____ By: _____
Kenneth J. Richardson,
City Attorney

OWNER

Date: _____ By: _____
Greg Nunley
Nash Limited Partnership

NEGATIVE DECLARATION

Project Title: Annexation No. 2021-03, Tentative Parcel Map No. 2022-01 and Higgins Ranch Tentative Subdivision Map No. 5585

Project Description: **Annexation No. 2021-03** is a request by Quest Equity, LLC, to annex one parcel totaling 32.35-acres into the City limits of Visalia, and to detach said parcel from Tulare County Service Area No. 1. The **Higgins Ranch Tentative Subdivision Map No. 5585** is a request to subdivide the 32.35-acre parcel into a 174-lot single-family residential subdivision with additional landscape and lighting district lots. A Tentative Parcel Map (**TPM 2022-01**) has also been submitted in order to facilitate financing and split the phasing of the project into two phases. The project will include the construction of local streets within the subdivision, connection to Cherry Avenue to the north and Lovers Lane to the west. Frontage street improvements will also be required along both streets along with right of way dedications. These types of improvements include construction of curb, gutter, sidewalks, and the installation of park strip landscaping and streetlights throughout the subdivision. The subdivision is anticipated to provide vehicular connectivity to a future subdivision to the east of the subject site.

The development of the property, if approved, will create additional housing units in the southeast portion of the City at a density of 5.29 dwelling units to the gross acre which is consistent with the land use designation of Residential Low Density.

Project Location: The project site is located on the southeast corner of the S. Lovers Lane and Cherry Avenue intersection within the jurisdiction of the County of Tulare (APN: 127-030-018).

Project Facts: Refer to Initial Study for project facts, plans and policies, and discussion of environmental effects.

Attachments:

- Initial Study,
- Environmental Checklist,
- Location Map, Subdivision Map

DECLARATION OF NO SIGNIFICANT EFFECT:

This project will not have a significant effect on the environment for the following reasons:

(a) The project does not have the potential to degrade the quality of the environment, substantially reduce the habitat of a fish or wildlife species, cause a fish or wildlife population to drop below self-sustaining levels, threaten to eliminate a plant or animal community, reduce the number or restrict the range of a rare or endangered plant or animal, or eliminate important examples of the major periods of California history or prehistory.

(b) The project does not have the potential to achieve short-term environmental goals to the disadvantage of long-term environmental goals.

(c) The project does not have environmental effects which are individually limited but cumulatively considerable. Cumulatively considerable means that the incremental effects of an individual project are considerable when viewed in connection with the effects of past projects, the effects of other current projects, and the effects of probable future projects.

(d) The environmental effects of the project will not cause substantial adverse effects on human beings, either directly or indirectly.

This Negative Declaration has been prepared by the City of Visalia Planning Division in accordance with the California Environmental Quality Act of 1970, as amended. A copy may be obtained from the City of Visalia Planning Division Staff during normal business hours.

APPROVED
Brandon Smith, AICP
Environmental Coordinator

By: Brandon Smith

Date Approved: April 12, 2022

Review Period: 20 days

INITIAL STUDY

I. GENERAL

A. Project Name and Description:

Annexation No. 2021-03 is a request by Quest Equity, LLC, to annex one parcel totaling 32.35-acres into the City limits of Visalia, and to detach said parcel from Tulare County Service Area No. 1.

Higgins Ranch Tentative Subdivision Map No. 5585 is a request to subdivide the 32.35-acre parcel into a 174-lot single-family residential subdivision with additional landscape and lighting district lots. A Tentative Parcel Map (**TPM 2022-01**) has also been submitted in order to facilitate financing and split the phasing of the project into two phases. The project will include the construction of local streets within the subdivision, connection to Cherry Avenue to the north and Lovers Lane to the west. Frontage street improvements will also be required along both streets. These types of improvements include construction of curb, gutter, sidewalks, and the installation of park strip landscaping and streetlights throughout the subdivision. The subdivision is anticipated to provide vehicular connectivity to a future subdivision to the east of the subject site.

The development of the property, if approved, will create additional housing units in the southeast portion of the City at a density of 5.29 dwelling units to the gross acre which is consistent with the land use designation of Residential Low Density.

Project Location: The project site is located on the southeast corner of the S. Lovers Lane and Cherry Avenue intersection within the jurisdiction of the County of Tulare (APN: 127-030-018).

B. Identification of the Environmental Setting:

The 32.35-acre project site is part of the County and is surrounded by a residential subdivision to the north, undeveloped lots to the south and east and a church to the west. The subject property is currently undeveloped with no structures onsite and has a canal along the east and a portion of the south that is operated and maintained by the Tulare Irrigation District. The site is abutting Union Pacific railroad tracks along the south of the site. In addition, the area to the east is largely fallow, with a mix of row crops to the south.

The development of the site with the 174-lot single-family residential subdivision will extend local streets, infrastructure improvements, utilities, right-of-way improvements and a residential lot pattern consistent with existing residential development found to the north of the surrounding area. The project will include the construction of local streets within the subdivision, connection to Cherry Avenue to the north and Lovers Lane to the west. Street frontage improvements along both Cherry Avenue and Lovers Lane will be included as well. These types of improvements include construction of curb, gutter, sidewalks, and the installation of park strip landscaping and streetlights throughout the subdivision. The project site is bounded by East Cherry Avenue to the north and South Lovers Lane to the west. Cherry Avenue is designated as a local roadway, and Lovers Lane is designated as a minor arterial.

The area surrounding the subject property is predominately developed with single-family homes to the north and west while the south and east remains undeveloped.

The surrounding uses, Zoning, and General Plan are as follows:

	General Plan	Zoning	Existing uses
North:	Residential Low Density	R-1-5 (Single-family residential, 5,000 sq. ft. min. site area)	Single Family Residential Subdivision
South:	Residential Low Density, Residential	AE-20 (Agricultural Exclusive 20-acre) County Zoning	Undeveloped and Agricultural Use

	Medium Density		
East:	Residential Low Density	AE-20 (Agricultural Exclusive 20-acre) County Zoning	Undeveloped and Agricultural Use
West:	Residential Low Density	R-1-5 (Single-family residential, 5,000 sq. ft. min. site area)	Lovers Lane, Church property & Single family Residential

Fire and police protection services, street maintenance of public streets, refuse collection, and wastewater treatment will be provided by the City of Visalia upon annexation and development of the area.

C. Plans and Policies:

The General Plan Land Use Diagram designates the site as Residential Low Density. The annexation will facilitate the development of the site with single-family residential units consistent with the residential development pattern in the surrounding area.

II. ENVIRONMENTAL IMPACTS

No significant adverse environmental impacts have been identified for this project that cannot be mitigated to a *less than significant impact*. The City of Visalia General Plan and Zoning Ordinance contains policies and regulations that are designed to mitigate impacts to a level of non-significance.

III. MITIGATION MEASURES

There are no mitigation measures for this project.

IV. MITIGATION MONITORING PROGRAM

No mitigation is required for this project to reduce significance.

V. PROJECT COMPATIBILITY WITH EXISTING ZONES AND PLANS

The project is compatible with the General Plan, Zoning and Subdivision Ordinances as the project relates to surrounding properties.

VI. SUPPORTING DOCUMENTATION

The following documents are hereby incorporated into this Negative Declaration and Initial Study by reference:

- Visalia General Plan Update. Dyett & Bhatia, October 2014.
- Visalia City Council Resolution No. 2014-38 (Certifying the Visalia General Plan Update) passed and adopted October 14, 2014.
- Visalia General Plan Update Final Environmental Impact Report (SCH No. 2010041078). Dyett & Bhatia, June 2014.
- Visalia General Plan Update Draft Environmental Impact Report (SCH No. 2010041078). Dyett & Bhatia, March 2014.
- Visalia City Council Resolution No. 2014-37 (Certifying the EIR for the Visalia General Plan Update) passed and adopted October 14, 2014.
- Visalia Municipal Code, including Title 17 (Zoning Ordinance).
- California Environmental Quality Act Guidelines.
- City of Visalia, California, Climate Action Plan, Draft Final. Strategic Energy Innovations, December 2013.

- Visalia City Council Resolution No. 2014-36 (Certifying the Visalia Climate Action Plan) passed and adopted October 14, 2014.
- City of Visalia Storm Water Master Plan. Boyle Engineering Corporation, September 1994.
- City of Visalia Sewer System Master Plan. City of Visalia, 1994.
- City of Visalia Zoning Ordinance Update. City of Visalia, March 2017.
- 2015 Urban Water Management Plan, Visalia District. California Water Service Company, June 2016.

VI. NAME OF PERSON WHO PREPARED INITIAL STUDY

Rafael Garcia
Senior Planner

Brandon Smith, AICP
Environmental Coordinator

INITIAL STUDY
ENVIRONMENTAL CHECKLIST

Name of Proposal	Annexation No. 2021-03, Higgins Ranch Tentative Subdivision Map No. 5585 and Tentative Parcel Map No. 2022-01		
NAME OF PROPONENT**:**	Quest Equity/Greg Nunley	NAME OF AGENT**:**	Darlene Mata
Address of Proponent:	1878 N. Mooney Blvd.	Address of Agent:	6145 W. Cherry Ct.
	Tulare, CA 93274		Visalia, CA 93277
Telephone Number:	(559) 799-6993	Telephone Number:	(559) 799-2942
Date of Review	January 12, 2022	Lead Agency:	City of Visalia

The following checklist is used to determine if the proposed project could potentially have a significant effect on the environment. Explanations and information regarding each question follow the checklist.

1 = No Impact 2 = Less Than Significant Impact
3 = Less Than Significant Impact with Mitigation Incorporated 4 = Potentially Significant Impact

I. AESTHETICS

Except as provided in Public Resources Code Section 21099, would the project:

2 a) Have a substantial adverse effect on a scenic vista?

1 b) Substantially damage scenic resources, including, but not limited to, trees, rock outcroppings, and historic buildings within a state scenic highway?

2 c) Substantially degrade the existing visual character or quality of public views of the site and its surroundings? (Public views are those that are experienced from publicly accessible vantage point). If the project is in an urbanized area, would the project conflict with applicable zoning and other regulations governing scenic quality?

2 d) Create a new source of substantial light or glare that would adversely affect day or nighttime views in the area?

II. AGRICULTURAL RESOURCES

In determining whether impacts to agricultural resources are significant environmental effects, lead agencies may refer to the California Agricultural Land Evaluation and Site Assessment Model (1997) prepared by the California Dept. of Conservation as an optional model to use in assessing impacts on agriculture and farmland. In determining whether impacts to forest resources, including timberland, are significant environmental effects, lead agencies may refer to information compiled by the California Department of Forestry and Fire Protection regarding the state's inventory of forest land, including the Forest and Range Assessment Project and the Forest Legacy Assessment project; and forest carbon measurement methodology provided in Forest Protocols adopted by the California Air Resources Board. Would the project:

2 a) Convert Prime Farmland, Unique Farmland, or Farmland of Statewide Importance, as shown on the maps prepared pursuant to the Farmland Mapping and Monitoring Program of the California Resources Agency to non-agricultural use?

2 b) Conflict with existing zoning for agricultural use, or a Williamson Act contract?

1 c) Conflict with existing zoning for, or cause rezoning of, forest land (as defined in Public Resources Code section 12220(g)), timberland (as defined by Public Resources Code section 4526), or timberland zoned Timberland Production (as defined by Government Code section 51104(g))?

1 d) Result in the loss of forest land or conversion of forest land to non-forest use?

2 e) Involve other changes in the existing environment which, due to their location or nature, could result in conversion of Farmland to nonagricultural use?

III. AIR QUALITY

Where available, the significance criteria established by the applicable air quality management or air pollution control district may be relied upon to make the following determinations. Would the project:

2 a) Conflict with or obstruct implementation of the applicable air quality plan?

2 b) Result in a cumulatively considerable net increase of any criteria pollutant for which the project region is non-attainment under applicable federal or state ambient air quality standard?

2 c) Expose sensitive receptors to substantial pollutant concentrations?

2 d) Result in other emissions, such as those leading to odors adversely affecting a substantial number of people?

IV. BIOLOGICAL RESOURCES

Would the project:

2 a) Have a substantial adverse effect, either directly or through habitat modifications, on any species identified as a candidate, sensitive, or special status species in local or regional plans, policies, or regulations, or by the California Department of Fish and Game or U.S. Fish and Wildlife Service?

2 b) Have a substantial adverse effect on any riparian habitat or other sensitive natural community identified in local or regional plans, policies, regulations, or by the California Department of Fish and Game or U.S. Fish and Wildlife Service?

2 c) Have a substantial adverse effect on federally protected wetlands (including but not limited to, marsh, vernal pool, coastal, etc.) through direct removal, filling, hydrological interruption, or other means?

2 d) Interfere substantially with the movement of any native resident or migratory fish or wildlife species or with established native resident or migratory wildlife corridors, or impede the use of native wildlife nursery sites?

1 e) Conflict with any local policies or ordinances protecting biological resources, such as a tree preservation policy or ordinance?

2 f) Conflict with the provisions of an adopted Habitat Conservation Plan, Natural Community Conservation Plan, or other approved local, regional, or state habitat conservation plan?

V. CULTURAL RESOURCES

Would the project:

2 a) Cause a substantial adverse change in the significance of a historical resource pursuant to Public Resources Code Section 15064.5?

2 b) Cause a substantial adverse change in the significance of an archaeological resource pursuant to Public Resources Code Section 15064.5?

2 c) Disturb any human remains, including those interred outside of formal cemeteries?

VI. ENERGY

Would the project:

2 a) Result in potentially significant environmental impact due to wasteful, inefficient, or unnecessary consumption of energy resources, during project construction or operation?

2 b) Conflict with or obstruct a state or local plan for renewable energy or energy efficiency?

VII. GEOLOGY AND SOILS

Would the project:

a) Directly or indirectly cause potential substantial adverse effects, including the risk of loss, injury, or death involving:

1 i) Rupture of a known earthquake fault, as delineated on the most recent Alquist-Priolo Earthquake Fault Zoning Map issued by the State Geologist for the area or based on other substantial evidence of a known fault? Refer to Division of Mines and Geology Special Publication 42.

1 ii) Strong seismic ground shaking?

1 iii) Seismic-related ground failure, including liquefaction?

1 iv) Landslides?

1 b) Result in substantial soil erosion or loss of topsoil?

1 c) Be located on a geologic unit or soil that is unstable, or that would become unstable as a result of the project, and potentially result in on- or off-site landslide, lateral spreading, subsidence, liquefaction, or collapse?

1 d) Be located on expansive soil, as defined in Table 18-1-B of the Uniform Building Code (1994), creating substantial risks to life or property?

1 e) Have soils incapable of adequately supporting the use of septic tanks or alternative wastewater disposal systems where sewers are not available for the disposal of wastewater?

1 f) Directly or indirectly destroy a unique paleontological resource or site or unique geologic feature?

VIII. GREENHOUSE GAS EMISSIONS

Would the project:

2 a) Generate greenhouse gas emissions, either directly or indirectly, that may have a significant impact on the environment?

2 b) Conflict with an applicable plan, policy, or regulation adopted for the purpose of reducing the emissions of greenhouse gases?

IX. HAZARDS AND HAZARDOUS MATERIALS

Would the project:

1 a) Create a significant hazard to the public or the environment through the routine transport, use, or disposal of hazardous materials?

1 b) Create a significant hazard to the public or the environment through reasonably foreseeable upset and accident conditions involving the release of hazardous materials into the environment?

1 c) Emit hazardous emissions or handle hazardous or acutely hazardous materials, substances, or waste within one-quarter mile of an existing or proposed school?

1 d) Be located on a site which is included on a list of hazardous materials sites compiled pursuant to Government Code section 65962.5 and, as a result, would it create a significant hazard to the public or the environment?

1 e) For a project located within an airport land use plan or, where such a plan has not been adopted, within two miles of a public airport or public use airport, would the project result in a safety hazard for people residing or working in the project area?

1 f) Impair implementation of or physically interfere with an adopted emergency response plan or emergency evacuation plan?

1 g) Expose people or structures, either directly or indirectly, to a significant risk of loss, injury or death involving wildland fires?

X. HYDROLOGY AND WATER QUALITY

Would the project:

2 a) Violate any water quality standards of waste discharge requirements or otherwise substantially degrade surface or groundwater quality?

2 b) Substantially decrease groundwater supplies or interfere substantially with groundwater recharge such that the project may impede sustainable groundwater management of the basin?

2 c) Substantially alter the existing drainage pattern of the site or area, including through the alteration of the course of a stream or river or through the addition of impervious surfaces, in a manner which would:

2 i) result in substantial erosion or siltation on- or off-site;

2 ii) substantially increase the rate or amount of surface runoff in a manner which would result in flooding on- or offsite; or

2 iii) create or contribute runoff water which would exceed the capacity of existing or planned stormwater drainage systems or provide substantial additional sources of polluted runoff?

2 d) In flood hazard, tsunami, or seiche zones, risk release of pollutants due to project inundation?

2 e) Conflict with or obstruct implementation of a water quality control plan or sustainable groundwater management plan?

XI. LAND USE AND PLANNING

Would the project:

1 a) Physically divide an established community?

1 b) Cause a significant environmental impact due to a conflict with any land use plan, policy, or regulation adopted for the purpose of avoiding or mitigating an environmental effect?

XII. MINERAL RESOURCES

Would the project:

1 a) Result in the loss of availability of a known mineral resource that would be of value to the region and the residents of the state?

1 b) Result in the loss of availability of a locally-important mineral resource recovery site delineated on a local general plan, specific plan or other land use plan?

XIII. NOISE

Would the project result in:

2 a) Generation of a substantial temporary or permanent increase in ambient noise levels in the vicinity of the project in excess of standards established in the local general plan or noise ordinance, or applicable standards of other agencies?

1 b) Generation of excessive groundborne vibration or groundborne noise levels?

1 c) For a project located within the vicinity of a private airstrip or an airport land use plan or, where such a plan has not been adopted, within two miles of a public airport or public use airport, would the project expose people residing or working in the project area to excessive noise levels?

XIV. POPULATION AND HOUSING

Would the project:

1 a) Induce substantial unplanned population growth in an area, either directly (for example, by proposing new homes and businesses) or indirectly (for example, through extension of roads or other infrastructure)?

1 b) Displace substantial numbers of existing people or housing, necessitating the construction of replacement housing elsewhere?

XV. PUBLIC SERVICES

Would the project:

1 a) Would the project result in substantial adverse physical impacts associated with the provision of new or physically altered governmental facilities, need for new or physically altered governmental facilities, the construction of which could cause significant environmental impacts, in order to maintain acceptable service ratios, response times or other performance objectives for any of the public services:

1 i) Fire protection?

1 ii) Police protection?

1 iii) Schools?

1 iv) Parks?

1 v) Other public facilities?

XVI. RECREATION

Would the project:

1 a) Would the project increase the use of existing neighborhood and regional parks or other recreational facilities such that substantial physical deterioration of the facility would occur or be accelerated?

1 b) Does the project include recreational facilities or require the construction or expansion of recreational facilities which might have an adverse physical effect on the environment?

XVII. TRANSPORTATION / TRAFFIC

Would the project:

1 a) Conflict with a program, plan, ordinance or policy addressing the circulation system, including transit, roadway, bicycle and pedestrian facilities?

2 b) Conflict with an applicable congestion management program, including, but not limited to level of service standards and travel demand measures, or other standards established by the county congestion management agency for designated roads or highways?

1 c) Substantially increase hazards due to a geometric design feature (e.g., sharp curves or dangerous intersections) or incompatible uses (e.g., farm equipment)?

1 d) Result in inadequate emergency access?

XVIII. TRIBAL CULTURAL RESOURCES

Would the project cause a substantial adverse change in the significance of a tribal cultural resource, defined in Public Resources Code section 21074 as either a site, feature, place, cultural landscape that is geographically defined in terms of the size and scope of the landscape, sacred place, or object with cultural value to a California Native American tribe, and that is:

1 a) Listed or eligible for listing in the California Register of Historical Resources, or in a local register of historical resources as defined in Public Resources Code section 5020.1(k), or

1 b) A resource determined by the lead agency, in its discretion and supported by substantial evidence, to be significant pursuant to criteria set forth in subdivision (c) of Public Resources Code Section 5024.1. In applying the criteria set forth in subdivision (c) of Public Resources Code Section 5024.1, the lead agency shall consider the significance of the resource to a California Native American tribe.

XIX. UTILITIES AND SERVICE SYSTEMS

Would the project:

2 a) Require or result in the relocation or construction of new or expanded water, wastewater treatment or stormwater drainage, electric power, natural gas, or telecommunications facilities, the construction or relocation of which could cause significant environmental effects?

2 b) Have sufficient water supplies available to service the project and reasonable foreseeable future development during normal, dry, and multiple dry years?

1 c) Result in a determination by the wastewater treatment provider which serves or may serve the project that it has adequate capacity to serve the project's projected demand in addition to the provider's existing commitments?

1 d) Generate solid waste in excess of State or local standards, or in excess of the capacity of local infrastructure, or otherwise impair the attainment of solid waste reduction goals?

1 e) Comply with federal, state, and local management and reduction statutes and regulations related to solid waste?

XX. WILDFIRE

If located in or near state responsibility areas or lands classified as very high fire hazard severity zones, would the project:

1 a) Substantially impair an adopted emergency response plan or emergency evacuation plan?

1 b) Due to slope, prevailing winds, and other factors, exacerbate wildfire risks, and thereby expose project occupants to, pollutant concentrations from a wildfire or the uncontrolled spread of a wildfire?

1 c) Require the installation or maintenance of associated infrastructure (such as roads, fuel breaks, emergency water sources, power lines or other utilities) that may exacerbate fire risk or that may result in temporary or ongoing impacts to the environment?

1 d) Expose people or structures to significant risks, including downslope or downstream flooding or landslides, as a result of runoff, post-fire slope instability, or drainage changes?

XXI. MANDATORY FINDINGS OF SIGNIFICANCE

Would the project:

2 a) Does the project have the potential to substantially degrade the quality of the environment, substantially reduce the habitat of a fish or wildlife species, cause a fish or wildlife population to drop below self-sustaining levels, threaten to eliminate a plant or animal community, substantially reduce the number or restrict the range of a rare or endangered plant or animal or eliminate important examples of the major periods of California history or prehistory?

2 b) Does the project have impacts that are individually limited, but cumulatively considerable? ("Cumulatively considerable" means that the incremental effects of a project are considerable when viewed in connection with the effects of past projects, the effects of other current projects, and the effects of probable future projects)?

2 c) Does the project have environmental effects which will cause substantial adverse effects on human beings, either directly or indirectly?

Note: Authority cited: Sections 21083 and 21083.05, Public Resources Code. Reference: Section 65088.4, Gov. Code; Sections 21080(c), 21080.1, 21080.3, 21083, 21083.05, 21083.3, 21093, 21094, 21095, and 21151, Public Resources Code; *Sundstrom v. County of Mendocino,*(1988) 202 Cal.App.3d 296; *Leonoff v. Monterey Board of Supervisors,* (1990) 222 Cal.App.3d 1337; *Eureka Citizens for Responsible Govt. v. City of Eureka* (2007) 147 Cal.App.4th 357; *Protect the Historic Amador Waterways v. Amador Water Agency* (2004) 116 Cal.App.4th at 1109; *San Franciscans Upholding the Downtown Plan v. City and County of San Francisco* (2002) 102 Cal.App.4th 656.

Revised 2019

Authority: Public Resources Code sections 21083 and 21083.09

Reference: Public Resources Code sections 21073, 21074, 21080.3.1, 21080.3.2, 21082.3/ 21084.2 and 21084.3

DISCUSSION OF ENVIRONMENTAL EVALUATION

I. AESTHETICS

a. This project will not adversely affect the view of any scenic vistas. The Sierra Nevada mountain range may be considered a scenic vista, but views of the range will not be adversely impacted or significantly by the project.

The proposed project is new residential subdivision which will meet City standards for setbacks, landscaping and height restrictions. The development of the project site with residences will be consistent with the RLD (Residential Low Density) Land Use Designation and R-1-5 zoning district.

The Visalia General Plan contains multiple polices that together work to reduce the potential for impacts to the development of land as designated by the General Plan. With implementation of these policies and the existing City standards, impacts to land use development consistent with the General Plan will be less than significant.

b. There are no scenic resources on the site and no state scenic highway designations within the project vicinity.

c. The proposed project includes a residential subdivision that will be aesthetically consistent with surrounding development and with General Plan policies. Furthermore, the City has development standards related to landscaping and other amenities that will ensure that the visual character of the area is enhanced and not degraded. Thus, the project would not substantially degrade the existing visual character of the site and its surroundings.

d. The project will create new sources of light that are typical of residential development. The City has development standards that require that light be directed and/or shielded so it does not fall upon adjacent properties.

II. AGRICULTURAL RESOURCES

a. The project is located on property that is identified as Prime Farmland on maps prepared by the California Natural Resources Agency, Department of Conservation, and will involve the conversion of the property to non-agricultural use.

The Visalia General Plan Update Environmental Impact Report (EIR) has already considered the environmental impacts of the conversion of properties within the Planning Area, which includes the subject property, into non-agriculture uses. Overall, the General Plan results in the conversion of over 14,000 acres of Important Farmland to urban uses, which is considered significant and unavoidable. Aside from preventing development altogether the conversion of Important Farmland to urban uses cannot be directly mitigated. However, the General Plan contains multiple polices that together work to limit conversion only to the extent needed to accommodate long-term growth. The General Plan policies identified under Impact 3.5-1 of the EIR serve as the mitigation, which assists in reducing the severity of the impact to the extent possible while still achieving the General Plan's goals of accommodating a certain amount of growth to occur within the Planning Area. These policies include the implementation of a three-tier growth boundary system that assists in protecting open space around the City fringe and maintaining compact development within the City limits.

Because there is still a significant impact to loss of agricultural resources after conversion of properties within the General Plan Planning Area to non-agricultural uses, a Statement of Overriding Considerations was previously adopted with the Visalia General Plan Update EIR.

The development of 32.35 acres for a proposed 174-lot single-family residential subdivision is within the Urban Development Tier 2 Boundary. Development of residential lands in Tier 2 may occur, subject to the site being annexed into the City of Visalia. The proposed project is consistent with Land Use Policy LU-P-21 of the General Plan. Policy LU-P-21 states; "Allow annexation and development of residential, commercial, regional retail, and industrial land to occur within the Urban Development Boundary (Tier II) … consistent with the City's Land Use Diagram..."

b. The project site, if approved and annexed, will facilitate the development of the site with 174 residential lots which is consistent with the urban development pattern in the area. In addition, the proposed urban land use and zoning designations will not conflict with any existing Williamson Act contract.

c. There is no forest land or timberland currently located on the site, nor does the site conflict with a zoning for forest land, timberland, or timberland zoned Timberland Production.

d. There is no forest or timberland currently located on the site.

e. The proposed 174-lot single-family residential subdivision will result in conversion of Prime Farmland to a non-agricultural use as the site is currently undeveloped with rows of walnut trees. However, the Visalia General Plan Environmental Impact Report (EIR) has already considered the environmental impacts of the conversion of properties within the Planning Area, which includes the subject property, into non-agriculture uses. The City's General Plan supports residential development within Tier 2, subject to the site being annexed into the City of Visalia. The proposed development is consistent with the surrounding area to the north and west. By supporting the annexation and subdivision of this site for Low Density Residential development, the site can be developed in a manner that facilitates housing units within the City's Tier 2 Urban Development Boundary. The proposed project is consistent with Land Use Policy LU-P-21 of the General Plan. Policy LU-P-21 states; "Allow annexation and development of residential, commercial, regional retail, and industrial land to occur within the Urban Development Boundary (Tier II) … consistent with the City's Land Use Diagram..."

III. AIR QUALITY

a. The project site is located in an area that is under the jurisdiction of the San Joaquin Valley Air Pollution Control District (SJVAPCD). The project in itself does not disrupt implementation of the San Joaquin Regional Air Quality Management Plan and will therefore be a less than significant impact.

b. Tulare County is designated non-attainment for certain federal ozone and state ozone levels. The project will result in a net increase of criteria pollutants. Development under the General Plan will result in increases of construction and operation-related criteria pollutant impacts, which are considered significant and unavoidable. General Plan policies identified under Impacts 3.3-1, 3.3-2, and 3.3-3 serve as the mitigation that assists in reducing the severity of the impact to the extent possible while still achieving the General Plan's goals of accommodating a certain amount of growth to occur within the Planning Area.

The project is required to adhere to requirements administered by the SJVAPCD to reduce emissions to a level of compliance consistent with the District's grading regulations. Compliance with the SJVAPCD's rules and regulations will reduce potential impacts associated with air quality standard violations to a less than significant level.

In addition, development of the project will be subject to the SJVAPCD Indirect Source Review (Rule 9510) procedures that became effective on March 1, 2006. The Applicant will be required to obtain permits demonstrating compliance with Rule 9510, or payment of mitigation fees to the SJVAPCD.

c. Tulare County is designated non-attainment for certain federal ozone and state ozone levels. The project will result in a net increase of criteria pollutants. This site was evaluated in the Visalia General Plan Update EIR for conversion into urban development. Development under the General Plan will result in increases of construction and operation-related criteria pollutant impacts, which are considered significant and unavoidable. General Plan policies identified under Impacts 3.3-1, 3.3-2, and 3.3-3 serve as the mitigation which assists in reducing the severity of the impact to the extent possible while still achieving the General Plan's goals of accommodating a certain amount of growth to occur within the Planning Area.

The project is required to adhere to requirements administered by the SJVAPCD to reduce emissions to a level of compliance consistent with the District's grading regulations. Compliance with the SJVAPCD's rules and regulations will reduce potential impacts associated with air quality standard violations to a less than significant level.

In addition, development of the project will be subject to the SJVAPCD Indirect Source Review (Rule 9510) procedures that became effective on March 1, 2006. The Applicant will be required to obtain permits demonstrating compliance with Rule 9510, or payment of mitigation fees to the SJVAPCD.

d. The proposed project will not involve the generation of objectionable odors that would affect a substantial number of people.

IV. BIOLOGICAL RESOURCES

a. The site has no known species identified as a candidate, sensitive, or special status species in local or regional plans, policies, or regulations, or by the California Department of Fish and Game or U.S. Fish and Wildlife Service. The project would therefore not have a substantial adverse effect on a sensitive, candidate, or special species.

In addition, staff conducted an on-site visit to the site to observe biological conditions and did not observe any evidence or symptoms that would suggest the presence of a sensitive, candidate, or special species.

Citywide biological resources were evaluated in the Visalia General Plan Update Environmental Impact Report (EIR). The EIR concluded that certain special-status species or their habitats may be directly or indirectly affected by future development within the General Plan Planning Area. This may be through the removal of or disturbance to habitat. Such effects would be considered significant. However, the General Plan contains multiple polices, identified under Impact 3.8-1 of the EIR, that together work to reduce the potential for impacts on special-status species likely to occur in the Planning Area. With implementation of these policies, impacts on special-status species will be less than significant.

b. The project is not located within an identified sensitive riparian habitat or other natural community.

Citywide biological resources were evaluated in the Visalia General Plan Update Environmental Impact Report (EIR). The EIR concluded that certain sensitive natural communities may be directly or indirectly affected by future development within the General Plan Planning Area, particularly valley oak woodlands and valley oak riparian woodlands. Such effects would be considered significant. However, the General Plan contains multiple polices, identified under Impact 3.8-2 of the EIR, that together work to reduce the potential for impacts on woodlands located within in the Planning Area. With implementation of these policies, impacts on woodlands will be less than significant.

c. The project is not located within or adjacent to federally protected wetlands as defined by Section 404 of the Clean Water Act.

Citywide biological resources were evaluated in the Visalia General Plan Update Environmental Impact Report (EIR). The EIR concluded that certain protected wetlands and other waters may be directly or indirectly affected by future development within the General Plan Planning Area. Such effects would be considered significant. However, the General Plan contains multiple polices, identified under Impact 3.8-3 of the EIR, that together work to reduce the potential for impacts on wetlands and other waters located within in the Planning Area. With implementation of these policies, impacts on wetlands will be less than significant.

d. Citywide biological resources were evaluated in the Visalia General Plan Update Environmental Impact Report (EIR). The EIR concluded that the movement of wildlife species may be directly or indirectly affected by future development within the General Plan Planning. Such effects would be considered significant. However, the General Plan contains multiple polices, identified under Impact 3.8-4 of the EIR, that together work to reduce the potential for impacts on wildlife movement corridors located within in the Planning Area. With implementation of these policies, impacts on wildlife movement corridors will be less than significant.

e. The City has a municipal ordinance in place to protect valley oak trees. All existing valley oak trees on the project site will be under the jurisdiction of this ordinance. Any oak trees to be removed from the site are subject to the jurisdiction of the municipal ordinance.

There are no Valley Oak trees onsite.

f. There are no local or regional habitat conservation plans for the area.

V. CULTURAL RESOURCES

a. There are no known historical resources located within the project area. If some potentially historical or cultural resource is unearthed during development all work should cease until a qualified professional archaeologist can evaluate the finding and make necessary mitigation recommendations.

b. There are no known archaeological resources located within the project area. If some archaeological resource is unearthed during development all work should cease until a qualified professional archaeologist can evaluate the finding and make necessary mitigation recommendations.

c. There are no known human remains buried in the project vicinity. If human remains are unearthed during development all work should cease until the proper authorities are notified and a qualified professional archaeologist can evaluate the finding and make any necessary mitigation recommendations. In the event that potentially significant cultural resources are discovered during ground disturbing activities associated with project preparation, construction, or completion, work shall halt in that area until a qualified Native American Tribal observer, archeologist, or paleontologist can assess the significance of the find, and, if necessary, develop appropriate treatment measures in consultation with Tulare County Museum, Coroner, and other appropriate agencies and interested parties.

VI. ENERGY

a. Development of the site will require the use of energy supply and infrastructure. However, the use of energy will be typical of that associated with residential development associated with the underlying zoning. Furthermore, the use is not considered the type of use or intensity that would result in wasteful, inefficient, or unnecessary consumption of energy resources during construction or operation. The project will be required to comply with California Building Code Title 24 standards for energy efficiency.

Polices identified under Impacts 3.4-1 and 3.4-2 of the EIR will reduce any potential impacts to a less than significant level. With implementation of these policies and the existing City standards, impacts to energy will be less than significant.

b. The project will not conflict with or obstruct a state or local plan for renewable energy or energy efficiency, based on the discussion above.

VII. GEOLOGY AND SOILS

a. The State Geologist has not issued an Alquist-Priolo Earthquake Fault Map for Tulare County. The project area is not located on or near any known earthquake fault lines. Therefore, the project will not expose people or structures to potential substantial adverse impacts involving earthquakes.

b. The development of this site will require movement of topsoil. Existing City Engineering Division standards require that a grading and drainage plan be submitted for review to the City to ensure that off- and on-site improvements will be designed to meet City standards.

c. The project area is relatively flat and the underlying soil is not known to be unstable. Soils in the Visalia area have few limitations with regard to development. Due to low clay content and limited topographic relief, soils in the Visalia area have low expansion characteristics.

d. Due to low clay content, soils in the Visalia area have an expansion index of 0-20, which is defined as very low potential expansion.

e. The project does not involve the use of septic tanks or alternative wastewater disposal systems since sanitary sewer lines will be used for the disposal of wastewater at this location.

f. There are no known unique paleontological resources or geologic features located within the project area. In the event that potentially significant cultural resources are discovered during ground disturbing activities associated with project preparation, construction, or completion, work shall halt in that area until a qualified Native American Tribal observer, archeologist, or paleontologist can assess the significance of the find, and, if necessary, develop appropriate treatment measures in consultation with Tulare County Museum, Coroner, and other appropriate agencies and interested parties.

VIII. GREENHOUSE GAS EMISSIONS

a. The project is expected to generate Greenhouse Gas (GHG) emissions in the short-term as a result of the construction of the residential subdivision and long-term as a result of day-to-day operation of the proposed residences.

The City has prepared and adopted a Climate Action Plan (CAP) which includes a baseline GHG emissions inventories, reduction measures, and reduction targets consistent with local and State goals. The CAP was prepared concurrently with the Visalia General Plan Update and its impacts are also evaluated in the Visalia General Plan Update EIR.

The Visalia General Plan and the CAP both include policies that aim to reduce the level of GHG emissions emitted in association with buildout conditions under the General Plan. Although emissions will be generated as a result of the project, implementation of the General Plan and CAP policies will result in fewer emissions than would be associated with a continuation of baseline conditions. Thus, the impact to GHG emissions will be less than significant.

b. The State of California has enacted the Global Warming Solutions Act of 2006 (AB 32), which included provisions for reducing the GHG emission levels to 1990 "baseline" levels by 2020 and to a level 80% below 1990 baseline levels by 2050. In addition, the State has enacted SB 32 which included provisions for reducing the GHG emission levels to a level 40% below 1990 baseline levels by 2030.

The proposed project will not impede the State's ability to meet the GHG emission reduction targets under AB 32. Current and probable future state and local GHG reduction measures will continue to reduce the project's contribution to climate change. As a result, the project will not contribute significantly, either individually or cumulatively, to GHG emissions.

IX. HAZARDS AND HAZARDOUS MATERIALS

a. No hazardous materials are anticipated with the project.

b. Construction activities associated with development of the project may include maintenance of on-site construction equipment that could lead to minor fuel and oil spills. The use and handling of any hazardous materials during construction activities would occur in accordance with applicable federal, state, regional, and local laws. Therefore, impacts are considered to be less than significant.

c. There are no schools within one-quarter mile of the project site; however, there is no reasonably foreseeable condition or incident involving the project that could affect existing or proposed school sites within one-quarter mile of school sites.

d. The project area does not include any sites listed as hazardous materials sites pursuant to Government Code Section 65692.5.

e. Tulare County's adopted Comprehensive Airport Land Use Plan shows the project area is located outside of all Airport Safety Hazard Zones. There are no restrictions for the proposed project related to Airport Zone requirements. The project area is located approximately 6.5 miles from the Visalia Airport. The project site is not located in a flight path, collision safety zone, or noise threshold of the airport.

f. The project will not interfere with the implementation of any adopted emergency response plan or evacuation plan.

g. There are no wild lands within or near the project area.

X. HYDROLOGY AND WATER QUALITY

a. Development projects associated with buildout under the Visalia General Plan are subject to regulations that serve to ensure that such projects do not violate water quality standards of waste discharge requirements. These regulations include the Federal Clean Water Act (CWA), the National Pollutant Discharge Elimination System (NPDES) permit program. State regulations include the State Water Resources Control Board (SWRCB) and more specifically the Central Valley Regional Water Quality Control Board (RWQCB), of which the project site area falls within the jurisdiction of.

Adherence to these regulations results in projects incorporating measures that reduce pollutants. The project will be required to adhere to municipal wastewater requirements set by the Central Valley RWQCB and any permits issued by the agency.

Furthermore, there are no reasonably foreseeable reasons why the project would result in the degradation of water quality.

The Visalia General Plan contains multiple polices, identified under Impact 3.6-2 and 3.9-3 of the EIR, that together work to reduce the potential for impacts to water quality. With implementation of these policies and the existing City standards, impacts to water quality will be less than significant.

b. The project will not substantially deplete groundwater supplies in the project vicinity. The project will be served by a water main for domestic, irrigation, and fire protection use. The project area overlies the southern portion of the San Joaquin unit of the Central Valley groundwater aquifer. The project will result in an increase of impervious surfaces on the project site, which might affect the amount of precipitation that is recharged to the aquifer. However, as the City of Visalia is already largely developed and covered by impervious surfaces, the increase of impervious surfaces through this project will be small by comparison. The project therefore might affect the amount of precipitation that is recharged to the aquifer. The City of Visalia's water conversation measures and explorations for surface water use over groundwater extraction will assist in offsetting the loss in groundwater recharge.

c.

i. The development of this site will require movement of topsoil. Existing City Engineering Division standards require that a grading and drainage plan be submitted for review to the City to ensure that off- and on-site improvements will be designed to meet City standards.

ii. Development of the site will create additional impervious surfaces. However, existing and planned improvements to storm water drainage facilities as required through the Visalia General Plan policies will reduce any potential impacts to a less than significant level.

Polices identified under Impact 3.6-2 of the EIR will reduce any potential impacts to a less than significant level. With implementation of these policies and the existing City standards, impacts to groundwater supplies will be less than significant.

iii. Development of the site will create additional impervious surfaces. However, existing and planned improvements to storm water drainage facilities as required through the Visalia General Plan policies will reduce any potential impacts to a less than significant level.

Polices identified under Impact 3.6-2 of the EIR will reduce any potential impacts to a less than significant level. With implementation of these policies and the existing City standards, impacts to groundwater supplies will be less than significant.

Furthermore, the project will be required to meet the City's improvement standards for directing storm water runoff to a temporary basin. The subdivision will be designed to ultimately tie into the future storm drain basin. A capital improvement project is currently under design for a regional storm drain master plan in the area.

d. The project area is located sufficiently inland and distant from bodies of water, and outside potentially hazardous areas for seiches and tsunamis. The site is also relatively flat, which will contribute to the lack of impacts by mudflow occurrence. Therefore, there will be no impact related to these hazards.

e. Development of the site has the potential to affect drainage patterns in the short term due to erosion and sedimentation during construction activities and in the long term through the expansion of impervious surfaces. The City's existing standards may require the preparation and implementation of a Storm Water Pollution Prevention Plan (SWPPP) in accordance with the SWRCB's General Construction Permit process, which would address erosion control measures.

The Visalia General Plan contains multiple polices, identified under Impact 3.6-1 of the EIR, that together work to reduce the potential for erosion. With implementation of these policies and the existing City standards, impacts to erosion will be less than significant.

XI. LAND USE AND PLANNING

a. The project will not physically divide an established community. The proposed project is to be developed on land designated for residential development. The project site is surrounded is bordered by roadways on two sides and undeveloped land on the south and east. The General Plan Land Use Diagram designates the unincorporated areas to the south and east as Residential Low Density and Residential Medium Density. The project site has a County Zoning designation of AE-20 (Exclusive Agriculture) and when annexed into the City of Visalia, the pre-zoning for the project site will be R-1-5 (Single-Family Residential 5,000 square foot minimum lot area) which is consistent with the General Plan Land Use Designation of Residential Low Density.

The project entails annexing 32.35 acres of property to facilitate the subdivision of the project site into a 174-lot single-family residential development, with local street connection throughout the subdivision. The development will help facilitate additional residential units within the Tier 2 Urban Growth Boundary. The proposed subdivision is compatible with the adjacent residential uses to the north and west.

The Visalia General Plan contains multiple polices, identified under Impact 3.1-2 of the EIR, that together work to reduce the potential for impacts to the development of land as designated by the General Plan. With implementation of these policies and the existing City standards, impacts to land use development consistent with the General Plan will be less than significant.

b. The project site is within the Urban Development Tier 2 Boundary. Development of lands in Tier 2 may occur if it does not result in an excess of a 10-year supply of undeveloped residential land within Tier I. The proposed project is consistent with Land Use Policy LU-P-21 of the General Plan. Policy LU-P-21 states; "Allow annexation and development of residential, commercial, regional retail, and industrial land to occur within the Urban Development Boundary (Tier II) … consistent with the City's Land Use Diagram..."

The project as a whole does not conflict with any land use plan, policy or regulation of the City of Visalia. The site's General Plan Land Use Designation of Residential Low Density, and the pre-zoning designation of Single-family Residential (R-1-5), is consistent with each other based on the underlying allowed land uses and density ranges as identified in Table 9-1 "*Consistency between the Plan and Zoning"* of the General Plan. The City of Visalia's Zoning Ordinance allows for single-family residences as permitted uses in their respective zones.

The proposed project will be consistent with the Land Use Element of the General Plan, including Policy LU-P-55 for Residential Low Density development, and consistent with the standards pursuant to the Visalia Municipal Code Title 17 (Zoning Ordinance) Chapters 17.12.

XII. MINERAL RESOURCES

a. No mineral areas of regional or statewide importance exist within the Visalia area.

b. There are no mineral resource recovery sites delineated in the Visalia area.

XIII. NOISE

a. The project will result in noise generation typical of urban development, but not in excess of standards established in the City of Visalia's General Plan or Noise Ordinance. The Visalia Noise Element and City Ordinance contain criterion for acceptable noise levels inside and outside residential living spaces. This standard is 65 dB DNL for outdoor activity areas associated with residences and 45 dB DNL for indoor areas.

Ambient noise levels will increase beyond current levels as a result of the project; however, these levels will be typical of noise levels associated with urban development and not in excess of standards established in the City of Visalia's General Plan or Noise Ordinance. The City's standards for setbacks and construction of fences or walls along major streets and between residential uses reduce noise levels to a level that is less than significant. Noise associated with the establishment of new residential uses was previously evaluated with the General Plan for the conversion of land to urban uses.

Noise levels will increase temporarily during the construction of the project but shall remain within the limits defined by the City of Visalia Noise Ordinance. Temporary increase in ambient noise levels is considered to be less than significant.

b. Ground-borne vibration or ground-borne noise levels may occur as part of construction activities associated with the project. Construction activities will be temporary and will not expose persons to such vibration or noise levels for an extended period of time; thus, the impacts will be less than significant. There are no existing uses near the project area that create ground-borne vibration or ground-borne noise levels.

c. The project area is located in excess of six miles from a public airport. The project will not expose people residing or working in the project area to excessive noise levels resulting from aircraft operations.

XIV. POPULATION AND HOUSING

a. The project will not directly induce substantial unplanned population growth that is in excess of that planned in the General Plan.

b. Development of the site will not displace any housing or people on the site. The area being developed is currently vacant land.

XV. PUBLIC SERVICES

a.

i. Current fire protection facilities are located at the Visalia Station 56, located approximately one-quarter mile north of the property, and can adequately serve the site without a need for alteration. Impact fees will be paid to mitigate the project's proportionate impact on these facilities.

ii. Current police protection facilities can adequately serve the site without a need for alteration. Impact fees will be paid to mitigate the project's proportionate impact on these facilities.

iii. The project will generate additional dwelling units, for which existing schools in the area may accommodate.

iv. Current park facilities can adequately serve the site without a need for alteration. Impact fees will be paid to mitigate the project's proportionate impact on these facilities.

v. Other public facilities can adequately serve the site without a need for alteration.

XVI. RECREATION

a. The proposed project does not include recreational facilities or require the construction or expansion of recreational facilities within the area that might have an adverse physical effect on the environment.

b. The proposed project does not include recreational facilities or require the construction or expansion of recreational facilities within the area that might have an adverse physical effect on the environment.

XVII. TRANSPORTATION AND TRAFFIC

a. Development and operation of the project is not anticipated to conflict with applicable plans, ordinances, or policies establishing measures of effectiveness of the City's circulation system. The project will result in an increase in traffic levels on arterial and collector roadways, although the City of Visalia's Circulation Element has been prepared to address this increase in traffic.

b. Development of the site will result in increased traffic in the area, but will not cause a substantial increase in traffic on the city's existing circulation pattern.

The City of Visalia, in determining the significance of transportation impacts for land use projects, recognizes the adopted City of Visalia Vehicle Miles Travelled (VMT) Thresholds and Implementation Guidelines ("Guidelines") recommended threshold as the basis for what constitutes a significant or less than significant transportation impact. The Guidelines recommend a 16% reduction target based on the Greenhouse Gas emission reduction target for 2035 for the Tulare County region set by the SB 375 Regional Plan Climate Target. Therefore, residential projects exceeding 16% below the existing VMT per capita is indicative of a significant environmental impact.

For the metric measuring VMT per capita, a map of the City of Visalia, produced by Tulare County Association of Governments (TCAG), provides areas with 84% or less average VMT per trip distance, or 16% below the regional average. In the subject site's TAZ, the current average trip distance experienced is 8.75 miles and the regional average is 11.9 miles. Based on this determination, it is presumed that the project will have a less than significant transportation impact

c. There are no planned geometric designs associated with the project that are considered hazardous.

d. The project will not result in inadequate emergency access.

XVIII. TRIBAL CULTURAL RESOURCES

The proposed project would not cause a substantial adverse change in the significance of a tribal cultural resource, defined in Public Resources Code section 21074 as either a site, feature, place, cultural landscape that is geographically defined in terms of the size and scope of the landscape, sacred place, or object with cultural value to a California Native American tribe.

a. The site is not listed or eligible for listing in the California Register of Historical Resources, or in a local register of historical resources as defined in Public Resources Code section 5020.1(k).

b. The site has been determined to not be significant pursuant to criteria set forth in subdivision (c) of Public Resources Code Section 5024.1. In applying the criteria set forth in subdivision (c) of Public Resource Code

Section 5024.1, the lead agency shall consider the significance of the resource to a California Native American tribe.

Further, the EIR (SCH 2010041078) for the 2014 General Plan update included a thorough review of sacred lands files through the California Native American Heritage Commission. The sacred lands file did not contain any known cultural resources information for the Visalia Planning Area.

Additionally, invitations for early consultation were sent to local tribes with a historic presence in the Visalia Planning Area. No responses were received from the letters that were mailed out.

XIX. UTILITIES AND SERVICE SYSTEMS

a. The project will be connecting to existing City sanitary sewer lines, consistent with the City Sewer Master Plan. The Visalia wastewater treatment plant has a current rated capacity of 22 million gallons per day, but currently treats an average daily maximum month flow of 12.5 million gallons per day. With the completed project, the plant has more than sufficient capacity to accommodate impacts associated with the proposed project. The proposed project will therefore not cause significant environmental impacts.

   The project site will be accommodated by an extension of the City's sanitary sewer lines. As part of the project, existing sanitary sewer mains will be extended across Cherry Avenue. Usage of these lines is consistent with the City Sewer System Master Plan. These improvements will not cause significant environmental impacts.

b. California Water Service Company has determined that there are sufficient water supplies to support the site, and that service can be extended to the site.

c. The City has determined that there is adequate capacity existing to serve the site's projected wastewater treatment demands at the City wastewater treatment plant.

d. Current solid waste disposal facilities can adequately serve the site without a need for alteration.

e. The project will be able to meet the applicable regulations for solid waste. Removal of debris from construction will be subject to the City's waste disposal requirements.

XX. WILDFIRE

a. The project is located on a site that surrounded by existing development to the north and west, however, the sites to the south and the east are currently undeveloped. The site will be further served by multiple points of access. In the event of an emergency response, coordination would be made with the City's Engineering, Police, and Fire Divisions to ensure that adequate access to and from the site is maintained.

b. The project area is relatively flat and the underlying soil is not known to be unstable. Therefore, the site is not in a location that is likely to exacerbate wildfire risks.

c. The project is located on a site that surrounded by existing development to the north and west, however, the sites to the south and the east are currently undeveloped. The proposed development will require the installation and maintenance of associated infrastructure; however the infrastructure would be typical of residential development and would be developed to the standards of the underlying responsible agencies.

d. The project area is relatively flat and the underlying soil is not known to be unstable. Therefore, the site is not in a location that would expose persons or structures to significant risks of flooding or landslides.

XXI. MANDATORY FINDINGS OF SIGNIFICANCE

a. The project will not affect the habitat of a fish or wildlife species or a plant or animal community. This site was evaluated in the Program EIR (SCH No. 2010041078) for the City of Visalia's Genera Plan Update for conversion to urban use. The City adopted mitigation measures for conversion to urban development. Where effects were still determined to be significant a statement of overriding considerations was made.

b. This site was evaluated in the Program EIR (SCH No. 2010041078) for the City of Visalia General Plan Update for the area's conversion to urban use. The City adopted mitigation measures for conversion to urban development. Where effects were still determined to be significant a statement of overriding considerations was made.

c. This site was evaluated in the Program EIR (SCH No. 2010041078) for the City of Visalia General Plan Update for conversion to urban use. The City adopted mitigation measures for conversion to urban development. Where effects were still determined to be significant a statement of overriding considerations was made.

DETERMINATION OF REQUIRED ENVIRONMENTAL DOCUMENT

On the basis of this initial evaluation:

X I find that the proposed project **COULD NOT** have a significant effect on the environment. **A NEGATIVE DECLARATION WILL BE PREPARED.**

___ I find that although the proposed project could have a significant effect on the environment, there will not be a significant effect in this case because the mitigation measures described on the attached sheet have been added to the project. **A MITIGATED NEGATIVE DECLARATION WILL BE PREPARED.**

April 12, 2022

___ I find the proposed project **MAY** have a significant effect on the environment, and an **ENVIRONMENTAL IMPACT REPORT** is required.

___ I find that the proposed project **MAY** have a "potentially significant impact" or "potentially significant unless mitigated" impact on the environment, but at least one effect 1) has been adequately analyzed in an earlier document pursuant to applicable legal standards, and 2) has been addressed by mitigation measures based on the earlier analysis as described on attached sheets. An **ENVIRONMENTAL IMPACT REPORT** is required, but it must analyze only the effects that remain to be addressed.

___ I find that as a result of the proposed project no new effects could occur, or new mitigation measures would be required that have not been addressed within the scope of the Program Environmental Impact Report (SCH No. 2010041078). The Environmental Impact Report prepared for the City of Visalia General Plan was certified by Resolution No. 2014-37 adopted on October 14, 2014. **THE PROGRAM ENVIRONMENTAL IMPACT REPORT WILL BE UTILIZED.**

Brandon Smith

Brandon Smith, AICP
Environmental Coordinator

April 12, 2022

Date

From:	Susan Currier
To:	Rafael Garcia
Cc:	Paul Bernal
Subject:	FW: Tentative Subdivision Higgins Ranch Annexation No. 2021-03
Date:	Thursday, May 5, 2022 3:25:40 PM

Please see the email below

From: Craig MacDonald <cmac2278@gmail.com>
Sent: Thursday, May 5, 2022 3:23 PM
To: Susan Currier <Susan.Currier@visalia.city>
Subject: Tentative Subdivision Higgins Ranch Annexation No. 2021-03

Good afternoon, my name is Craig MacDonald and I reside at 3038 E. Beech Ct., in Visalia. I was recently notified that to the south of me a tentative subdivision "Higgins Ranch" Annexation No. 2021-03 is being planned. My wife and I strongly oppose this project. RM 5 zoning would be apartments and townhouses. We're burdened with the two story monopoly homes to the north of us and now the possibility of 174 of these "homes" which will really be rentals to the south. All these homes in such a small area will kill our home's value. There's also no infrastructure to support it. I've always known something would be built there but 174 homes is way to many in a small area and not needed. Plus the developer has had numerous questionable legal issues and doesn't need to come destroy my neighborhood with this project. He's got plenty of open land near his own home to build a project like this...

Thank you,
Craig MacDonald

RESOLUTION NO. 2021-65

A RESOLUTION BY THE PLANNING COMMISSION OF THE CITY OF VISALIA RECOMMENDING APPROVAL OF ANNEXATION NO. 2021-03 AND DETACHMENT OF PROPERTY FROM COUNTY SERVICE AREA NO. 1, PERTAINING TO ONE PARCEL TOTALING 32.35-ACRES INTO THE CITY LIMITS OF VISALIA. UPON ANNEXATION, THE SITE SHALL BE ZONED R-1-5 (SINGLE-FAMILY RESIDENTIAL 5,000 SQUARE FOOT MINIMUM), WHICH IS CONSISTENT WITH THE GENERAL PLAN LAND USE DESIGNATION OF LOW DENSITY RESIDENTIAL. THE PROJECT SITE IS LOCATED AT THE SOUTHEAST CORNER OF SOUTH LOVERS LANE AND EAST CHERRY AVENUE (APN: 127-030-018).

WHEREAS, the project proponents approve to initiate proceedings for annexation to said city of territory described on the attached legal description included as Attachment "A" of this resolution; and

WHEREAS, the Planning Commission of the City of Visalia, after a duly published notice, did hold a public hearing on May 9, 2022, and

WHEREAS, the proponent desires to annex said territory to the City of Visalia for the following reasons: 1) The annexation will contribute to and facilitate orderly growth and development of both the City and the territory proposed to be annexed; 2) Will facilitate and contribute to the proper and orderly layout, design and construction of streets, gutters, sanitary and storm sewers and drainage facilities, both within the City and within the territory proposed to be annexed; and 3) Will provide and facilitate proper overall planning and zoning of lands and subdivision of lands in said City and said territory in a manner most conducive of the welfare of said City and said territory; and

WHEREAS, this proposal is made pursuant to the Cortese-Knox-Hertzburg Local Government Reorganization Act of 2000, commencing with Section 56000 of the Government Code of the State of California; and

WHEREAS, the territory proposed to be annexed is uninhabited; and

WHEREAS, the territory proposed to be annexed is located in Voting District 2 as identified in the Election District Map adopted by the City Council on February 22, 2022 per Resolution No. 2022-11; and

WHEREAS, the Planning Commission reviewed this proposal on May 9, 2022, and found it to be consistent with the General Plan; and

WHEREAS, an Initial Study was prepared which disclosed that no significant environmental impacts would result from this project; and

WHEREAS, the Planning Commission hereby makes the following findings with regard to the project:

1. That Annexation is consistent with the intent of the General Plan and Zoning Ordinance, and is not detrimental to the public health, safety, or welfare, or materially injurious to properties or improvements in the vicinity.
2. That the proposed Annexation, which will re-designate 32.35-acres of AE-20 (Agricultural Exclusive 20-acre) County zone district to R-1-5 (Single-family Residential 5,000 square foot minimum site area) City zone district, will not impose new land uses or development that will adversely affect the subject site or adjacent properties.
3. That the parcel is not located within an Agricultural Preserve.
4. That the parcel is located within Voting District 2 per the Council Election Voting District Map.
5. That an Initial Study was prepared for this project, consistent with CEQA, which disclosed that environmental impacts are determined to be not significant and that Negative Declaration No. 2021-49, is hereby adopted. Furthermore, neither the design of the subdivision nor the proposed improvements are likely to cause substantial environmental damage or substantially and avoidably injure fish, wildlife or their habitat.

NOW, THEREFORE, BE IT RESOLVED that the Planning Commission recommends that the City Council adopt Negative Declaration No. 2021-49 for Annexation No. 2021-03 and Higgins Ranch Tentative Subdivision Map No. 5585 and Tentative Parcel Map 2022-01 that was prepared consistent with the California Environmental Quality Act and City of Visalia Environmental Guidelines.

NOW, THEREFORE, BE IT FURTHER RESOLVED that the Planning Commission of the City of Visalia recommends approval to the City Council of the Annexation described herein, subject to the following condition:

1. Upon annexation, the territory shall be zoned Single-Family Residential, 5,000 square foot minimum site area (R-1-5) consistent with the pre-zoning designated by the General Plan Land Use Map which designates the site as Low Density Residential.
2. That the applicant(s) enter into a Pre-Annexation Agreement with the City which memorializes the required fees, policies, and other conditions applicable to the annexation. The draft Pre-Annexation Agreement is attached herein as Attachment “B” of Resolution No. 2021-65. The agreement is subject to final approval by the City Council of the City of Visalia.

REPORT TO CITY OF VISALIA PLANNING COMMISSION

HEARING DATE: May 9, 2022

PROJECT PLANNER: Rafael Garcia, Senior Planner
Phone No.: (559) 713-4031
Email: rafael.garcia@visalia.city

SUBJECT: **Annexation No. 2021-03:** A request by Quest Equity, LLC, to annex one parcel totaling 32.35-acres into the City limits of Visalia, and to detach said parcel from Tulare County Service Area No. 1. This parcel is designated Residential Low Density in the Visalia General Plan Map and will be zoned R-1-5 (Single-family Residential) which is consistent with the Residential Low Density land use designation.

Higgins Ranch Tentative Subdivision Map No. 5585: A request by Quest Equity, LLC, Inc. to subdivide a 32.35-acre parcel into 174-lots for residential use with additional lots for landscaping and lighting district lots consistent with the R-1-5 (Single-family Residential) zone.

Tentative Parcel Map No. 2022-01: A request by Quest Equity, LLC, Inc. to subdivide a 32.35-acre parcel into 2-lots for phasing and financing.

Project Location: The project site is located on the southeast corner of South Lovers Lane and East Cherry Avenue within the jurisdiction of the County of Tulare (APN: 127-030-018).

STAFF RECOMMENDATION

Annexation No. 2021-03

Staff recommends that the Planning Commission recommend that City Council approve Annexation No. 2021-03, as conditioned, based on the findings in Resolution No. 2021-65. Staff's recommendation is based on the conclusion that the request is consistent with the Visalia General Plan.

Higgins Ranch Tentative Subdivision Map No. 5585

Staff recommends approval of the Higgins Ranch Tentative Subdivision Map No. 5585, as conditioned, based on the findings and conditions in Resolution No. 2021-66. Staff's recommendation is based on the conclusion that the request is consistent with the Visalia General Plan, Zoning and Subdivision Ordinances.

Tentative Parcel Map No. 2022-01

Staff recommends approval of Tentative Parcel Map No. 2022-01, as conditioned, based on the findings and conditions in Resolution No. 2022-05. Staff's recommendation is based on the conclusion that the request is consistent with the Visalia General Plan, Zoning and Subdivision Ordinances.

RECOMMENDED MOTION

I move to recommend approval of Annexation No. 2021-03, based on the findings and conditions in Resolution No. 2021-65.

I move to approve Higgins Ranch Tentative Subdivision Map No. 5585, based on the findings and conditions in Resolution No. 2021-66.

I move to approve Tentative Parcel Map No. 2022-01, based on the findings and conditions in Resolution No. 2022-05.

PROJECT DESCRIPTION

The applicant, Quest Equity, LLC, has filed entitlement applications for the annexation of a 32.35-acre parcel, a tentative subdivision map and a tentative parcel map. Annexation No. 2021-03 is a request to annex a 32.35-acre parcel located beyond the city limits and within Tulare County (see Exhibit "B"). The annexation application is requesting to annex the development site within the City. Upon annexation, the Zoning designation for the 32.35-acre parcel will be R-1-5 (Single-family Residential 5,000 square foot minimum site area) for the entire project site.

The Higgins Ranch tentative subdivision map is a request to subdivide the 32.35-acre parcel into a 174-lot single-family residential subdivision at a density of 5.38 dwelling units per acre (see Exhibit "A"). Most of the proposed lots will conform to the zoning standards required within the R-1-5 zoning district for lot sizes of 5,000 square feet or greater. A total of 160 of the 174 lots will be a minimum of 5,000 square feet in area and will conform to the normal setbacks prescribed by the R-1-5 zoning district. The remaining balance of the lots will be less than 5,000 square feet (range between ±3,600 square feet to ±4,900 square feet) in area will utilize the setback standards prescribed as part of Visalia Municipal Code (VMC) Section 17.12.135.B of the zoning ordinance. No conditional use permit is necessary to establish the lots less than 5,000 square feet under this code section. The code section allows newly created lots to deviate from the required zoning standards so long as all the lots are minimum of 3,600 square feet in area. The small lots will have reduced setbacks along the front and rear yards but will comply with all other requirements as identified in Section 17.12.135 of the VMC with the exception of Section 17.12.135.4. The 14 lots will be located along the south border of the subdivision that abut the San Joaquin Valley Railroad and South California Edison (SCE) transmission lines. Due to the SCE transmission lines, SCE is requiring a 25-foot easement along the rear property lines of Lots 152 through 165 of the Higgins Ranch Subdivision. The SCE easement will prohibit any structure from being located within the required 25-foot easement as noted on the tentative subdivision map. This is discussed in greater detail in the Development Standards section of the staff report.

The proposed single-family subdivision will be serviced by 60-foot wide public local streets containing full improvements (curb, gutter, parkway landscaping, sidewalks, and streetlights), sewer lines, storm drainage, and other public infrastructure, utilities, and services (i.e., electricity, gas, and water). Primary access to the subdivision will be from Lovers Lane, an arterial street, and Cherry Avenue, a local roadway. Both streets will be improved to their ultimate right-of-way width within the boundaries of the Higgins Ranch subdivision. Improvements along these major streets include construction of curb, gutter, parkway landscaping, sidewalks, block wall, installation of park strip landscaping, streetlights, and undergrounding of utility lines. The street improvements associated with this subdivision are discussed in greater detail in the Lovers Lane and Cherry Avenue Improvements and Local Street Connectivity section of the staff report.

The subdivision map will also create lettered lots for Landscaping and Lighting District (LLD) purposes. The LLD lots will contain landscaping and six-foot tall block walls along Lovers Lane and a portion of Cherry Avenue adjacent to lots 70 and 71. The LLD lots will also extend around to the street sides on the corner lots adjacent to "D" Street abutting against lots 84 and 149.

The Parcel Map will also subdivide the area into two sites for phasing purposes. Phase I will be approximately 19.05 acres in area and will include 100 lots. Phase II will be approximately 13.30 acres in area and will include 74 lots. The 32.35-acre project site is currently undeveloped with an active walnut farm that will continue to operate until the site is ready for development. The parcel is surrounded by a residential subdivision to the north, a church to the west and undeveloped lots within the county's jurisdiction to the east and south. The project site also abuts a canal belonging to the Tulare Irrigation District to the east and southeast as well as railroad tracks along the south operated by San Joaquin Valley Railroad.

BACKGROUND INFORMATION

General Plan Land Use Designation:	Residential Low Density
City Zoning:	R-1-5 (Single-family Residential, 5,000 square foot minimum lot size)
Surrounding Zoning and Land Use:	North: R-1-5 / Residential subdivision South: County AE-20 (Agricultural Exclusive 20-acre County jurisdiction) / Undeveloped Land East: County AE-20 (Agricultural Exclusive 20-acre County jurisdiction) / Undeveloped Land West: R-1-5 / Lovers Lane (Arterial street), Parcel currently improved with church building
Environmental Review:	Initial Study / Negative Declaration No. 2021-49
Special Districts:	None
Site Plan Review:	SPR No. 2021-157, 2021-219 and 2022-044

RELATED PLANS & POLICIES

Please see attached summary of related plans and policies.

SIMILAR PROJECTS

None.

PROJECT EVALUATION

Staff supports the annexation based on the project's consistency with the Land Use Element of the General Plan. Specifically, the annexation will facilitate a residential subdivision development on a 32.35-acre site in a manner that is consistent with residential neighborhoods in the area. Furthermore, staff recommends approval of Higgins Ranch Tentative Subdivision Map No. 5585 and Tentative Parcel Map No. 2022-01 based on the project's consistency with the Land Use Element of the General Plan, and the Zoning and Subdivision Ordinances for approval of the tentative subdivision map. The following potential issue areas have been analyzed for the proposed project.

General Plan Consistency

The proposed 174-lot single-family residential subdivision on 32.35-acres is compatible with existing residential development adjacent to the area. The project is consistent with Land Use Policy LU-P-21 of the 2014 General Plan, which states that the city should "Allow annexation and development of residential, commercial, regional retail, and industrial land to occur within the Urban Development Boundary (Tier II) consistent with the City's Land Use Diagram". The proposed site is within the County of Tulare and is adjacent to developed sites to the north and west. Existing utility infrastructure (i.e., sewer, storm and water) can be provided to accommodate the project at buildout. Further, the site is in the Urban Development Boundary (UDB) Tier 2, which allows for immediate development upon successful annexation. Visalia met the residential land use thresholds for expanding into the Tier 2 growth boundary in July 2021.

Furthermore, the project is consistent with Policy LU-P-55. The policy allows for residential development consistent with the Low Density Residential designation at a density range between two to ten dwelling units per gross acre. The proposed development will be developed at a residential density of 5.38 units per acre consistent with the Low Density Residential General Plan land use designation as well as the R-1-5 zoning district. The policy states: *"this designation is intended to provide for single-family subdivisions."* Compatibility with the surrounding area is required by the General Plan in the decision to approve the proposed subdivision. The proposed subdivision meets all of the codified standards contained in the Zoning and Subdivision Ordinances, as well as all General Plan policies pertaining to residential development. Staff finds that the proposed tentative subdivision map is compatible with the surrounding area and the Low Density Residential land use designation.

Annexation No. 2021-03

The project proponents have also filed an application to initiate the annexation of the 32.35-acre parcel (i.e., Annexation No. 2021-03). This is required in order to annex the site into the City's land use jurisdiction. The Annexation can be supported on the basis that the proposed use is consistent with Land Use Policy LU-P-21, which allows for the annexation and development of residential land to occur within the Urban Development Boundary (Tier II) consistent with the City's Land Use Diagram. The site can be serviced with all of the requisite utility and infrastructure available to serve the site upon development. Cities can approve tentative maps prior to final approval of the annexation by the local agency formation commission, but cannot approve the final subdivision map until after the land is annexed and the annexation is recorded through the Tulare County Recorder. Staff has included this requirement as Condition No. 3 of the Higgins Ranch Tentative Subdivision Map No. 5585 and Tentative Parcel Map No. 2022-01.

Lovers Lane and Cherry Avenue Improvements and Local Street Connectivity

The developer of the subdivision will be required to construct major street improvements along both South Lovers Lane and East Cherry Avenue. Improvements along the subdivision frontage for these major streets include improving these streets to their ultimate right-of-way design.

Lovers Lane is a designated 110-foot wide arterial street. Improvements along the right of way within the boundaries of the subdivision map include improving the street to its full width which will include a Class II bike lane, curb, gutter, sidewalks, streetlights, block wall and landscaping along the east side of the street. Lovers Lane is currently improved with two south bound and two northbound lanes, but there is no curb, gutter, sidewalks, streetlights, block wall or landscaping along the east side of the street. The landscaping frontage along Lovers Lane is required to be dedicated as part of a Landscape and Lighting District which will be formed with the subdivision map. The Landscape and Lighting District lots are identified as out-lots "A" and "B" of the Higgins Ranch tentative subdivision map (see Exhibit "A"). The establishment of the

district provides maintenance of the landscape lots, block walls, street pavement and street lighting. Also, as noted in the Engineering Division's Site Plan Review comments, all new utilities that will service the residential subdivision will be placed underground.

No changes are proposed as part of the existing median island on Lovers Lane. The Lovers Lane and Cherry Avenue intersection will be limited to right-in, right-out, and left-in traffic movements, while the Lovers Lane and "D" Street intersection will be limited to right-in and right-out only. No new left-turn pocket will be required along this segment of Lovers Lane.

Cherry Avenue is a 56-foot wide local street. Full street improvements along Cherry Avenue include a street widening, new curb, gutter, parkway landscaping and new sidewalk along the south side of the roadway fronting the new development. The north side of the roadway has been improved as part of the improvements that were required as part of the residential subdivision to the north. The landscaping frontage along Cherry Avenue adjacent to lots 70 and 71 is required to be dedicated to a Landscape and Lighting District which will be formed with the subdivision map. The Landscape and Lighting District lot is identified as out-lot "A" of the Higgins Ranch tentative subdivision map (see Exhibit "A"). In addition, as noted in the Engineering Division's Site Plan Review comments, all new utilities required to service the residential subdivision will be required to be undergrounded.

Local Street Connectivity: The 174-lot subdivision is designed to comply with the City's Engineering Improvement Standards "P-15 – Super Block Connectivity". This improvement standard provides for access via the local street connectivity pattern within a superblock thereby reducing trips onto arterial and collector streets. The superblock connectivity design allows for interconnectivity between and within neighborhoods. The local street connection proposed within the 174-lot subdivision provides for the local street stub-out connection to a future subdivision located to the east of the project site which will be accessible via "E" Street as shown on Exhibit "A". The city will require that the street connection up to the ditch easement with temporary barricade be installed as part of Phase I of the development. The applicant will also be required to submit a deposit of 50 percent of the cost associated with the required culvert crossing.

Development Standards

Most of the proposed lots will utilize standard single-family residential standards for lot size and setbacks. The lots will be required to meet R-1-5 zoning standard setback standards, described in further detail in VMC chapter 17.12 (see attached Related Plans and Policies). However, 14 of the 174 lots will utilize lot sizes and setbacks that will deviate from the conventional R-1-5 zoning standards. The 14 lots will be less than 5,000 square feet in area (ranging between 3,600 and 4,999 square feet) and will utilize setback standards prescribed as part of VMC Section 17.12.135.B. of the zoning code. The lots are located along the southern boundary of the subdivision and are adjacent to a Southern California Edison easement that will be required for SCE transmission lines located along the southern border of the subdivision. The easement will prevent any development or structures within 25 feet from the rear property lines of lots 152 through 165. The easement will reduce the buildable area for the 14 lots to less than 5,000 square feet. VMC Section 17.12.135 allows newly created lots to deviate from the required zoning standards so long as all the lots are a minimum of 3,600 square feet in area. All lots that are a minimum of 5,000 square feet in area will have a minimum lot depth between ±93 to ±110 feet with the exception of the lots located on cul-de-sac or knuckle street bulbs. These lots will also be required to utilize standard single-family residential setback standards but are permitted to have a 20-foot setback for front-loading garages as identified in Section 17.12.080.C of the Zoning Ordinance. Lots less than 5,000 square feet in area are required to be a minimum of 46 feet in width by 70 feet in depth as prescribed by VMC Section 17.12.135.B. Reduced setbacks are also allowed along the front and rear yard setbacks as outlined on the breakdown below.

The setbacks within the R-1-5 zone for lots 5,000 square feet or greater are as follows:

Minimum Lot Area	Front	Side	Street Side	Rear
5,000 sq. ft.	15-ft. to habitable space. 22-ft. to garage	5-ft.	10-ft.	25-ft.

The setbacks for the R-1-5 zone for lots that are between 3,600 and 4,999 square feet in area are as follows:

Minimum Lot Area	Front	Side	Street Side	Rear
3,600 to 4,999 sq. ft.	12-ft. to habitable space 20-ft. to garage	5-ft.	10-ft.	15-ft.

Landscape and Lighting Assessment District and Block Walls

A Landscaping and Lighting District (LLD) will be required for the long-term maintenance of the out lots (Lots A through C), which include blocks walls, landscaping, streets lights and a small park as noted on Exhibit "A". The block walls along the major street frontages will be typical City standard 6-foot, 8-inch block walls. The block wall height shall be reduced to three feet where the block wall runs adjacent to the front yard setback along the front yard areas of the adjoining residential lots. The three-foot transition areas can be found between the corner residential lots and the local streets heading into the subdivision from South Lovers Lane. Staff has included Condition No. 6 to require the stepped down walls.

Infrastructure

Water Service: Staff received correspondence (Exhibit "D", attached herein) from the California Water Service Company (Cal Water), indicating that Cal Water agrees to operate the water system and provide service in accordance with the rules and regulations of the California Public Utilities Commission. The determination of water availability shall remain valid for two years from the date of their letter, January 11, 2022. The letter also states that if the project does not commence within the two-year time frame, Cal Water will be under no obligation to serve the project site unless the developer receives an updated letter from Cal Water reconfirming water availability. In addition, the letter can be rescinded at any time in the event that water supply is severely reduced by legislative, regulatory or environmental factors. Staff has included Condition No. 7 that requires the developer to obtain a valid Will Serve Letter from the California Water Service Company if, prior to development of the subdivision, the determination of water availability letter lapses.

Sanitary Sewer: The sewer system will have to be extended to the boundaries of the development where future connection and extension is anticipated. The sewer system will be sized in order to service the entire subdivision. The sanitary sewer master plan for the entire development will be required to be submitted for approval prior to approval of any portion of the system.

Storm Drainage: The subdivision will be required to provide a temporary retention basin for storm water drainage. Coordination with the City Engineer as part of the master storm infrastructure plan will be necessary to design the subdivision accordingly to ultimately tie into a future storm drain basin. A capital improvement project is currently under design for a regional storm drain master plan in the area. A temporary easement will be required over the lots (170 to 174) impacted by the temporary basin and any backfill stockpiles.

Subdivision Map Act Findings

California Government Code Section 66474 lists seven findings for which a legislative body of a city or county shall deny approval of a tentative map if it is able to make any of these findings. These seven "negative" findings have come to light through a recent California Court of Appeal decision (*Spring Valley Association v. City of Victorville*) that has clarified the scope of findings that a city or county must make when approving a tentative map under the California Subdivision Map Act.

Staff has reviewed the seven findings for a cause of denial and finds that none of the findings can be made for the proposed project. The seven findings and staff's analysis are below. Recommended finings in response to this Government Code section are included in the recommended findings for the approval of the tentative subdivision and tentative parcel map.

GC Section 66474 Finding	Analysis
(a) That the proposed map is not consistent with applicable general and specific plans as specified in Section 65451.	The proposed maps have been found to be consistent with the City's General Plan. This is included as recommended Finding No. 1 of the Tentative Subdivision and Tentative Parcel Maps. There are no specific plans applicable to the proposed maps.
(b) That the design or improvement of the proposed subdivision is not consistent with applicable general and specific plans.	The proposed design and improvement of the maps have been found to be consistent with the City's General Plan. This is included as recommended Finding No. 1 of the Tentative Subdivision and Tentative Parcel Maps. There are no specific plans applicable to the proposed maps.
(c) That the site is not physically suitable for the type of development.	The site is physically suitable for the proposed maps and its affiliated development plan, which is designated as Low Density Residential and developed at a density of 5.38 units per acre. This is included as recommended Finding No. 3 of the Tentative Subdivision and Tentative Parcel Maps.
(d) That the site is not physically suitable for the proposed density of development.	The site is physically suitable for the proposed maps and its affiliated development plan, which is designated as Low Density Residential. This is included as recommended Finding No. 4 of the Tentative Subdivision and Tentative Parcel Maps.
(e) That the design of the subdivision or the proposed improvements are likely to cause substantial environmental damage or substantially and avoidably injure fish or wildlife or their habitat.	The proposed design and improvements of the maps have not been found likely to cause environmental damage or substantially and avoidably injure fish or wildlife or their habitat. This finding is further supported by the project's determination of no new effects under the Guidelines for the Implementation of the California

	Environmental Quality Act (CEQA), included as recommended Finding No. 6 of the Tentative Subdivision and Tentative Parcel Maps.
(f) That the design of the subdivision or type of improvements is likely to cause serious public health problems.	The proposed design of the map has been found to not cause serious public health problems. This is included as recommended Finding No. 2 of the Tentative Subdivision and Tentative Parcel Maps.
(g) That the design of the subdivision or the type of improvements will conflict with easements, acquired by the public at large, for access through or use of property within the proposed subdivision.	The proposed design of the maps do not conflict with any existing or proposed easements located on or adjacent to the subject property. This is included as recommended Finding No. 5 of the Tentative Subdivision and Tentative Parcel Maps.

Environmental Review

An Initial Study and Negative Declaration were prepared for the proposed project. Initial Study and Negative Declaration No. 2021-49 disclosed that environmental impacts are determined to be not significant. Staff concludes that Initial Study and Negative Declaration No. 2021-49 adequately analyzes and addresses the proposed project and reduces environmental impacts to a less than significant level.

RECOMMENDED FINDINGS

Annexation No. 2021-03

1. That the Annexation is consistent with the intent of the General Plan and Zoning Ordinance, and is not detrimental to the public health, safety, or welfare, or materially injurious to properties or improvements in the vicinity.
2. That the proposed Annexation, which will re-designate 32.35-acres of AE-20 (Agricultural Exclusive 20-acre) County zone district to R-1-5 (Single-family Residential) City zone district, will not impose new land uses or development that will adversely affect the subject site or adjacent properties.
3. That the parcel is not located within an Agricultural Preserve.
4. That the parcel will be annexed into Voting District 2 per the Council Election Voting District Map.
5. That an Initial Study was prepared for this project, consistent with CEQA, which disclosed that environmental impacts are determined to be not significant and that Negative Declaration No. 2021-49, is hereby adopted. Furthermore, the design of the subdivision and the proposed improvements are not likely to cause substantial environmental damage nor substantially and avoidably injure fish, wildlife or their habitat.

Higgins Ranch Tentative Subdivision Map No. 5585 and Tentative Parcel Map No. 2022-01

1. That the proposed location and layout of the Higgins Ranch Tentative Subdivision Map No. 5585 and Tentative Parcel Map No. 2022-01, its improvements and design, and the conditions under which it will be maintained is consistent with the policies and intent of the General Plan and Zoning Ordinance and Subdivision Ordinance. The 32.35-acre project site, which is the site of the proposed 174-lot single-family residential subdivision, is consistent with Land Use Policy LU-P-21 of the General Plan. Policy LU-P-21 allows for the "annexation and development of residential, commercial, regional retail, and industrial land to occur within the Urban Development Boundary (Tier II) consistent with the City's Land Use Diagram".

2. That the proposed Higgins Ranch Tentative Subdivision Map No. 5585 and Tentative Parcel Map No. 2022-01, its improvements and design, and the conditions under which it will be maintained will not be detrimental to the public health, safety, or welfare, nor materially injurious to properties or improvements in the vicinity, nor is it likely to cause serious public health problems. The proposed tentative subdivision map will be compatible with adjacent land uses. The project site is bordered by existing residential development and two major streets.

3. That the site is physically suitable for the proposed tentative subdivision map. The Higgins Ranch Tentative Subdivision Map No. 5585 and Tentative Parcel Map No. 2022-01 is consistent with the intent of the General Plan and Zoning Ordinance and Subdivision Ordinance, and is not detrimental to the public health, safety, or welfare or materially injurious to properties or improvements in the vicinity. The project site is adjacent to land zoned for residential development, and the subdivision establishes a local street pattern that will serve the subject site and the future development of vacant parcels located to the west of the subject site.

4. That the site is physically suitable for the proposed tentative subdivision and tentative parcel maps and the project's density, which is consistent with the underlying Low Density Residential General Plan Land Use Designation. The proposed location and layout of the Higgins Ranch Tentative Subdivision Map No. 5585, its improvement and design, and the conditions under which it will be maintained is consistent with the policies and intent of the General Plan and Zoning Ordinance and Subdivision Ordinance. The 32.35-acre project site, which is the site of the proposed 174-lot single-family residential subdivision, is consistent with Land Use Policy LU-P-21.

5. That the proposed Higgins Ranch Tentative Subdivision Map No. 5585 and Tentative Parcel Map No. 2022-01, design of the subdivision or the type of improvements will not conflict with easements, acquired by the public at large, for access through or use of, property within the proposed subdivision. The 174-lot subdivision is designed to comply with the City's Engineering Improvement Standards. The development of the site with a 174-lot single-family residential subdivision would extend local streets, infrastructure improvements, utilities, right-of-way improvements and a residential lot pattern consistent with existing residential development found in the area. The project will include the construction of local streets within the subdivision, connection stub out to a future subdivision to the east and frontage street improvements along both South Lovers Lane and East Cherry Avenue.

6. That an Initial Study was prepared for this project, consistent with CEQA, which disclosed that environmental impacts are determined to be not significant and that Negative Declaration No. 2021-49, is hereby adopted. Furthermore, the design of the subdivision or the proposed improvements is not likely to neither cause substantial environmental damage nor substantially and avoidably injure fish or wildlife or their habitat.

RECOMMENDED CONDITIONS

Annexation No. 2021-03

1. Upon annexation, the territory shall be zoned Single-Family Residential, 5,000 square foot minimum (R-1-5) consistent with the pre-zoning designated by the General Plan Land Use Map.
2. That the applicant(s) enter into a Pre-Annexation Agreement with the City which memorializes the required fees, policies, and other conditions applicable to the annexation. The draft Pre-Annexation Agreement is attached herein as Attachment "B" of Resolution No. 2021-65. The agreement is subject to final approval by the City Council of the City of Visalia.

Higgins Ranch Tentative Subdivision Map No. 5585

1. That the subdivision map be developed in substantial compliance with the comments and conditions of the Site Plan Review Committee as set forth under Site Plan Review No. 2021-157 and 2021-219 incorporated herein by reference.
2. That the Higgins Ranch Tentative Subdivision Map No. 5585 be prepared in substantial compliance with the subdivision map in Exhibit "A".
3. That approval of the Higgins Ranch Tentative Subdivision Map No. 5585 shall not become effective unless Annexation No. 2021-03, placing the project site within the corporate limits of the City of Visalia, is approved by the Tulare County Local Agency Formation Commission (LAFCO) and is fully executed to include all conditions contained in the Pre-Annexation Agreement for Annexation No. 2021-03.
4. That all lots that are a minimum of 5,000 square feet in area shall comply with the R-1-5 (Single-Family Residential 5,000 sq. ft. min. site area) zone district standards for the front, side, street side yard, and rear yard setbacks.
5. That all lots that are less than 5,000 square feet in area shall comply with the R-1-5 zoning district standards contained as part of Visalia Municipal Code Section 17.12.135.
6. That the block walls located within the Landscape and Lighting District lots shall transition to three-foot height within the 15-foot front yard setback areas of the adjoining residential identified as Lots 84 and 149 of the Higgins Ranch Tentative Subdivision Map No. 5585 (Exhibit "A").
7. That if, prior to development of the subdivision, the determination of water availability letter lapses, then the applicant/developer shall obtain and provide the City with a valid Will Serve Letter from the California Water Service Company.
8. That Street "E" shall be designed as a "stub" street connection to facilitate future local street connectivity to the east per the City's Engineering Improvement Standards P-15 Super Block Connectivity. The street connection up to the ditch easement with temporary barricade shall be installed as part of Phase I of the development. The applicant shall also be required to submit a deposit of 50 percent of the cost associated with the required culvert crossing.
9. That all applicable federal, state, regional, and city policies and ordinances be met.

Tentative Parcel Map No. 2022-01

1. That the project be developed consistent with the comments and conditions of the Site Plan Review No. 2022-044.
2. That Tentative Parcel Map No. 2022-01 be prepared in substantial compliance with Exhibit "C".

3. That approval of the Tentative Parcel Map No. 2022-01 shall not become effective unless Annexation No. 2021-03, placing the project site within the corporate limits of the City of Visalia, is approved by the Tulare County Local Agency Formation Commission (LAFCO) and is fully executed to include all conditions contained in the Pre-Annexation Agreement for Annexation No. 2021-03.
4. That all other federal, state and city codes, ordinances and laws be met.

APPEAL INFORMATION

Annexation

For the Annexation, the Planning Commission's recommendation is advisory only. The final decision will be by the Visalia City Council following a public hearing. Therefore, the Planning Commission's recommendation in this matter is not appealable.

Higgins Ranch Tentative Subdivision Map No. 5585 and Tentative Parcel Map No. 2022-01

According to the City of Visalia Subdivision Ordinance Section 16.28.080, an appeal to the City Council may be submitted within ten days following the date of a decision by the Planning Commission. An appeal with applicable fees shall be in writing and shall be filed with the City Clerk at 220 North Santa Fe St., Visalia, CA. The appeal shall specify errors or abuses of discretion by the Planning Commission, or decisions not supported by the evidence in the record. The appeal form can be found on the City's website www.visalia.city or from the City Clerk.

Attachments:

- Related Plans and Policies
- Resolution No. 2021-65 – Annexation No. 2021-03
  - Attachment "A" – Annexation Area
  - Attachment "B" – Annexation Agreement
- Resolution No. 2021-66 – Higgins Ranch Tentative Subdivision Map No. 5585
- Resolution No. 2022-05 – Tentative Parcel Map No. 2022-01
- Exhibit "A" – Higgins Ranch Tentative Subdivision Map No. 5585
- Exhibit "B" – Annexation Area
- Exhibit "C" – Tentative Parcel Map No. 2022-01
- Exhibit "D" – California Water Service Company Will Serve Letter
- Initial Study / Negative Declaration No. 2021-49
- Site Plan Review Item No. 2021-157, 2021-219 and 2022-044
- General Plan Land Use Map
- Zoning Map
- Aerial Map
- Location Map

RELATED PLANS AND POLICIES

General Plan and Zoning: The following General Plan and Zoning Ordinance policies apply to the proposed project:

General Plan Land Use Policies:

LU-P-21: Allow annexation and development of residential, commercial, regional retail, and industrial land to occur within the Urban Development Boundary (Tier II) and the Urban Growth Boundary (Tier III) consistent with the City's Land Use Diagram, according to the following phasing thresholds: • "Tier II": Tier II supports a target buildout population of approximately 178,000. The expansion criteria for land in Tier II is that land would only become available for development when building permits have been issued in Tier I at the following levels, starting from April 1, 2010:

Residential: after permits for 5,850 housing units have been issued.

LU-P-55: Update the Zoning Ordinance to reflect the Low Density Residential designation on the Land Use Diagram for development at 2 to 10 dwelling units per gross acre, facilitating new planned neighborhoods and infill development in established areas. This designation is intended to provide for single-family detached housing with densities typical of single-family subdivisions. Duplex units, townhouses, and small-lot detached housing may be incorporated as part of Low Density Residential developments. Development standards will ensure that a desirable single-family neighborhood character is maintained.

Zoning Ordinance Chapter for R-1 Zone

Chapter 17.12

R-1 SINGLE-FAMILY RESIDENTIAL ZONE

17.12.010 Purpose and intent.

In the R-1 single-family residential zones (R-1-5, R-1-12.5, and R-1-20), the purpose and intent is to provide living area within the city where development is limited to low density concentrations of one-family dwellings where regulations are designed to accomplish the following: to promote and encourage a suitable environment for family life; to provide space for community facilities needed to compliment urban residential areas and for institutions that require a residential environment; to minimize traffic congestion and to avoid an overload of utilities designed to service only low density residential use.

17.12.015 Applicability.

The requirements in this chapter shall apply to all property within R-1 zone districts.

17.12.020 Permitted uses.

In the R-1 single-family residential zones, the following uses shall be permitted by right:

A. One-family dwellings;

B. Raising of fruit and nut trees, vegetables and horticultural specialties;

C. Accessory structures located on the same site with a permitted use including private garages and carports, one guest house, storehouses, garden structures, green houses, recreation room and hobby shops;

D. Swimming pools used solely by persons resident on the site and their guests; provided, that no swimming pool or accessory mechanical equipment shall be located in a required front yard or in a required side yard;

E. Temporary subdivision sales offices;

F. Licensed day care for a maximum of fourteen (14) children in addition to the residing family;

G. Twenty-four (24) hour residential care facilities or foster homes, for a maximum of six individuals in addition to the residing family;

H. Signs subject to the provisions of Chapter 17.48;

I. The keeping of household pets, subject to the definition of household pets set forth in Section 17.04.030;

J. Accessory dwelling units as specified in Sections 17.12.140 through 17.12.200;

K. Adult day care up to twelve (12) persons in addition to the residing family;

L. Other uses similar in nature and intensity as determined by the city planner;

M. Legally existing multiple family units, and expansion or reconstruction as provided in Section 17.12.070.

N. Transitional or supportive housing for six (6) or fewer resident/clients.

O. In the R-1-20 zone only, the breeding, hatching, raising and fattening of birds, rabbits, chinchillas, hamsters, other small animals and fowl, on a domestic noncommercial scale, provided that there shall not be less than one thousand (1,000) square feet of site area for each fowl or animal and provided that no structure housing poultry or small animals shall be closer than fifty (50) feet to any property line, closer than twenty-five (25) feet to any dwelling on the site, or closer than fifty (50) feet to any other dwelling;

P. In the R-1-20 zone only, the raising of livestock, except pigs of any kind, subject to the exception of not more than two cows, two horses, four sheep or four goats for each site, shall be permitted; provided, that there be no limitation on the number of livestock permitted on a site with an area of ten acres or more and provided that no stable be located closer than fifty (50) feet to any dwelling on the site or closer than one hundred (100) feet to any other dwelling;

17.12.030 Accessory uses.

In the R-1 single-family residential zone, the following accessory uses shall be permitted, subject to specified provisions:

A. Home occupations subject to the provisions of Section 17.32.030;

B. Accessory buildings subject to the provisions of Section 17.12.100(B).

C. Cottage Food Operations subject to the provisions of Health and Safety Code 113758 and Section 17.32.035.

17.12.040 Conditional uses.

In the R-1 single-family residential zone, the following conditional uses may be permitted in accordance with the provisions of Chapter 17.38:

A. Planned development subject to the provisions of Chapter 17.26;

B. Public and quasi-public uses of an educational or religious type including public and parochial elementary schools, junior high schools, high schools and colleges; nursery schools, licensed day care facilities for more than fourteen (14) children; churches, parsonages and other religious institutions;

C. Public and private charitable institutions, general hospitals, sanitariums, nursing and convalescent homes; not including specialized hospitals, sanitariums, or nursing, rest and convalescent homes including care for acute psychiatric, drug addiction or alcoholism cases;

D. Public uses of an administrative, recreational, public service or cultural type including city, county, state or federal administrative centers and courts, libraries, museums, art galleries, police and fire stations, ambulance service and other public building, structures and facilities; public playgrounds, parks and community centers;

E. Electric distribution substations;

F. Gas regulator stations;

G. Public service pumping stations, i.e., community water service wells;

H. Communications equipment buildings;

I. Planned neighborhood commercial center subject to the provisions of Chapter 17.26;

J. Residential development specifically designed for senior housing;

K. Mobile home parks in conformance with Section 17.32.040;

L. [Reserved.] M. Residential developments utilizing private streets in which the net lot area (lot area not including street area) meets or exceeds the site area prescribed by this article and in which the private streets are designed and constructed to meet or exceed public street standards;

N. Adult day care in excess of twelve (12) persons;

O. Duplexes on corner lots;

P. Twenty-four (24) hour residential care facilities or foster homes for more than six individuals in addition to the residing family;

Q. Residential structures and accessory buildings totaling more than ten thousand (10,000) square feet;

R. Other uses similar in nature and intensity as determined by the city planner.

S. Transitional or supportive housing for seven (7) or more resident/clients.

17.12.050 Site area.

The minimum site area shall be as follows:

Zone	Minimum Site Area
R-1-5	5,000 square feet
R-1-12.5	12,500 square feet
R-1-20	20,000 square feet

A. Each site shall have not less than forty (40) feet of frontage on the public street. The minimum width shall be as follows:

Zone	Interior Lot	Corner Lot
R-1-5	50 feet	60 feet
R-1-12.5	90 feet	100 feet
R-1-20	100 feet	110 feet

B. Minimum width for corner lot on a side on cul-de-sac shall be eighty (80) feet, when there is no landscape lot between the corner lot and the right of way.

17.12.060 One dwelling unit per site.

In the R-1 single-family residential zone, not more than one dwelling unit shall be located on each site, with the exception to Section 17.12.020(J).

17.12.070 Replacement and expansion of legally existing multiple family units.

In accordance with Sections 17.12.020 legally existing multiple family units may be expanded or replaced if destroyed by fire or other disaster subject to the following criteria:

A. A site plan review permit as provided in Chapter 17.28 is required for all expansions or replacements.

B. Replacement/expansion of unit(s) shall be designed and constructed in an architectural style compatible with the existing single-family units in the neighborhood. Review of elevations for replacement/expansion shall occur through the site plan review process. Appeals to architectural requirements of the site plan review committee shall be subject to the appeals process set forth in Chapter 17.28.050.

C. Setbacks and related development standards shall be consistent with existing single-family units in the neighborhood.

D. Parking requirements set forth in Section 17.34.020 and landscaping requirements shall meet current city standards and shall apply to the entire site(s), not just the replacement unit(s) or expanded area, which may result in the reduction of the number of units on the site.

E. The number of multiple family units on the site shall not be increased.

F. All rights established under Sections 17.12.020and 17.12.070 shall be null and void one hundred eighty (180) days after the date that the unit(s) are destroyed (or rendered uninhabitable), unless a building permit has been obtained and diligent pursuit of construction has commenced. The approval of a site plan review permit does not constitute compliance with this requirement.

17.12.080 Front yard.

A. The minimum front yard shall be as follows:

Zone	Minimum Front Yard
R-1-5	Fifteen (15) feet for living space and side-loading garages and twenty-two (22) feet for front-loading garages or other parking facilities, such as, but not limited to, carports, shade

canopies, or porte cochere. A Porte Cochere with less than twenty-two (22) feet of setback from property line shall not be counted as covered parking, and garages on such sites shall not be the subject of a garage conversion.

R-1-12.5 Thirty (30) feet

R-1-20 Thirty-five (35) feet

B. On a site situated between sites improved with buildings, the minimum front yard may be the average depth of the front yards on the improved site adjoining the side lines of the site but need not exceed the minimum front yard specified above.

C. On cul-de-sac and knuckle lots with a front lot line of which all or a portion is curvilinear, the front yard setback shall be no less than fifteen (15) feet for living space and side-loading garages and twenty (20) feet for front-loading garages.

17.12.090 Side yards.

A. The minimum side yard shall be five feet in the R-1-5 and R-1-12.5 zone subject to the exception that on the street side of a corner lot the side yard shall be not less than ten feet and twenty-two (22) feet for front loading garages or other parking facilities, such as, but not limited to, carports, shade canopies, or porte cocheres.

B. The minimum side yard shall be ten feet in the R-1-20 zone subject to the exception that on the street side of a corner lot the side yard shall be not less than twenty (20) feet.

C. On a reversed corner lot the side yard adjoining the street shall be not less than ten feet.

D. On corner lots, all front-loading garage doors shall be a minimum of twenty-two (22) feet from the nearest public improvement or sidewalk.

E. Side yard requirements may be zero feet on one side of a lot if two or more consecutive lots are approved for a zero lot line development by the site plan review committee.

F. The placement of any mechanical equipment, including but not limited to, pool/spa equipment and evaporative coolers shall not be permitted in the five-foot side yard within the buildable area of the lot, or within five feet of rear/side property lines that are adjacent to the required side yard on adjoining lots. This provision shall not apply to street side yards on corner lots, nor shall it prohibit the surface mounting of utility meters and/or the placement of fixtures and utility lines as approved by the building and planning divisions.

17.12.100 Rear yard.

In the R-1 single-family residential zones, the minimum yard shall be twenty-five (25) feet, subject to the following exceptions:

A. On a corner or reverse corner lot the rear yard shall be twenty-five (25) feet on the narrow side or twenty (20) feet on the long side of the lot. The decision as to whether the short side or long side is used as the rear yard area shall be left to the applicant's discretion as long as a minimum area of one thousand five hundred (1,500) square feet of usable rear yard area is maintained. The remaining side yard to be a minimum of five feet.

B. Accessory structures not exceeding twelve (12) feet may be located in the required rear yard but not closer than three feet to any lot line provided that not more than twenty (20) percent of the area of the required rear yard shall be covered by structures enclosed on more than one side and not more than forty (40) percent may be covered by structures enclosed on only one side. On a reverse corner lot an accessory structure shall not be located closer to the rear property line than the required side yard on the adjoining key lot. An accessory structure shall not be closer to a side property line adjoining key lot and not closer to a side property line adjoining the street than the required front yard on the adjoining key lot.

C. Main structures may encroach up to five feet into a required rear yard area provided that such encroachment does not exceed one story and that a usable, open, rear yard area of at least one thousand five hundred (1,500) square feet shall be maintained. Such encroachment and rear yard area shall be approved by the city planner prior to issuing building permits.

17.12.110 Height of structures.

In the R-1 single-family residential zone, the maximum height of a permitted use shall be thirty-five (35) feet, with the exception of structures specified in Section 17.12.100(B).

17.12.120 Off-street parking.

In the R-1 single-family residential zone, subject to the provisions of Chapter 17.34.

17.12.130 Fences, walls and hedges.

In the R-1 single-family residential zone, fences, walls and hedges are subject to the provisions of Section 17.36.030.

17.12.135 Lot area less than 5,000 square feet.

A. Notwithstanding Section 17.12.050, lots in the R-1-5 zone may have a lot area of between 3,600 and 4,999 square feet if all of the following standards are met:

1. The Planning Commission finds that the development's overall density is consistent with the General Plan.

2. The maximum number of lots less than 5,000 square feet that may be approved by a tentative subdivision map shall be fifty (50) percent or less of the total lots.

3. Streets shall be constructed to public street standards.

4. Each subdivision with at least 15 lots that are less than 5,000 square feet in size shall make available to buyers at least three (3) different small lot floor plans with at least four (4) available elevation designs for each floor plan to construct on those lots.

5. The primary frontage of the dwelling unit shall face a public street, primary entryway, circulation walkway, or open space with sidewalks that provide delineated paths of travel.

6. The primary frontage of the dwelling unit shall include the primary entrance and at least one window.

7. Required covered parking spaces shall be in garages. Carports are prohibited.

8. The width of the garage shall not be greater than fifty (50) percent of the width of the dwelling unit.

9. The garage shall not extend beyond the front building facade (living area.)

10. All dwelling units shall include a covered front porch at least four (4) feet deep and six (6) feet wide or an uncovered front courtyard at least five (5) feet wide and five (5) feet deep that is surrounded on four sides by the dwelling unit or a wall or fence between three (3) and four (4) feet high with a pedestrian gate or entryway.

11. The building official shall not approve a building permit for a new dwelling unit on a lot with a lot area less than 5,000 square feet until the city planner, or designee, has determined that the standards identified in this section are met.

12. The subdivision shall provide a common, usable open space area of a minimum 3,000 square feet or two hundred fifty (250) square feet per lot under 5,000 square feet, whichever is greater. The area shall be landscaped and maintained with funding from either a homeowner's association or a landscape and lighting act district.

B. Notwithstanding this Chapter, lots with less than five thousand (5,000) square feet shall have the following minimum dimensions and building setback areas, unless they were approved with a planned development permit:

1. The minimum lot depth shall be seventy (70) feet.

2. The minimum lot width shall be forty-six (46) feet for interior lots and fifty-one (51) feet for corner lots.

3. The minimum front building setback area shall be twelve (12) feet for livable space and twenty (20) feet for garages.

4. The minimum rear yard building setback area shall be fifteen (15) feet.

5. The minimum interior side yard building setback area shall be five (5) feet.

6. The minimum corner side yard building setback area shall be ten (10) feet.

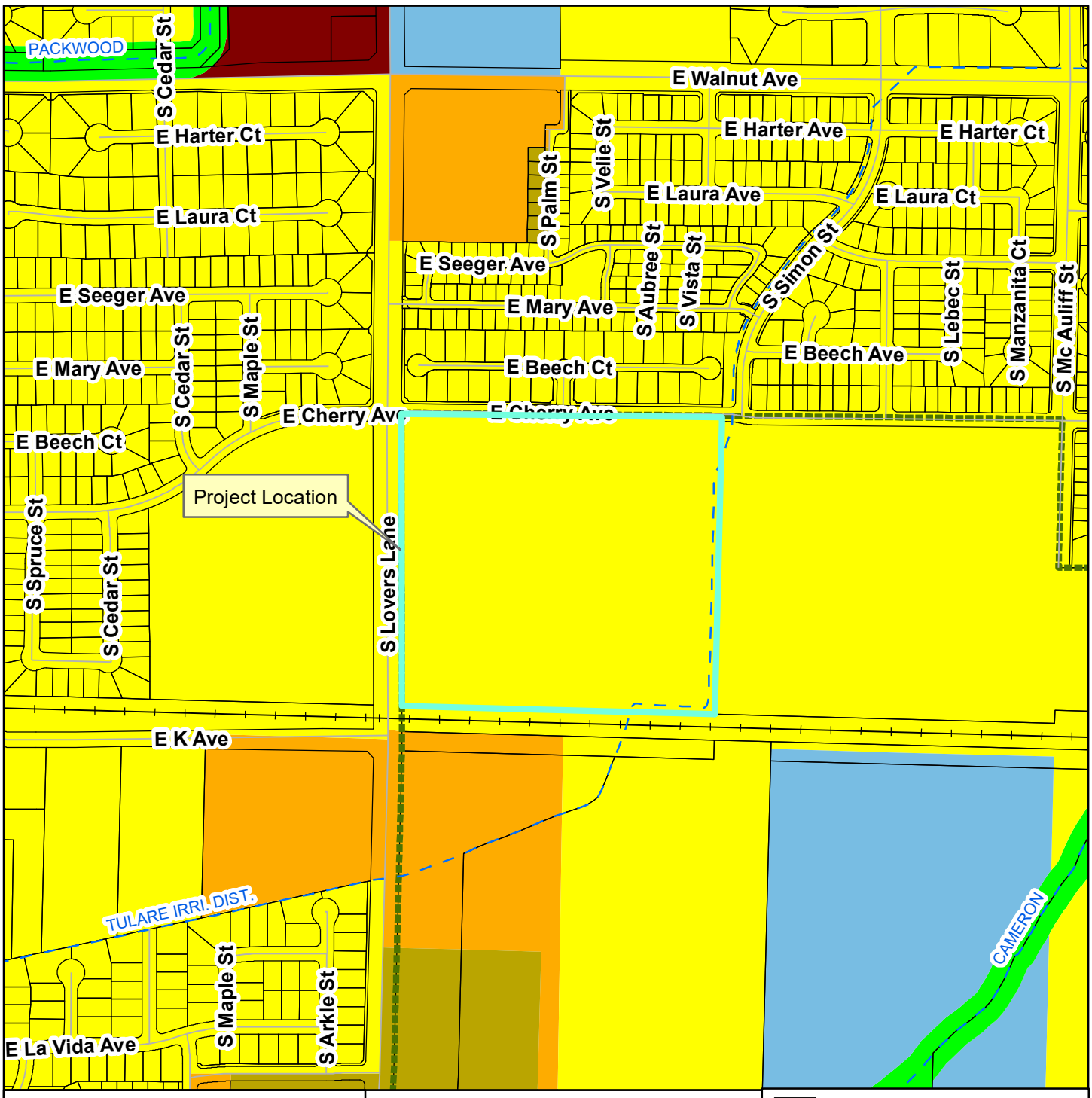
7. The maximum building height shall be thirty-five (35) feet.

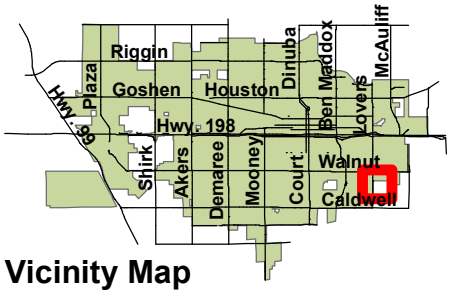
8. Lots shall provide for a usable open space area of a minimum three hundred (300) square feet. The open space shall be a minimum fifteen (15) feet wide.

C. Lots less having a lot area of 3,600 square feet, or lots that do not meet the standards in this section may be approved through the planned development permit process per Chapter 17.26. (Ord. 2017-01 (part), 2017)

Tentative Subdivision Map No. 5585, Tentative Parcel Map No. 2022-01 and Annexation No. 2021-03

The project site is located on the southeast corner of South Lovers Lane and East Cherry Avenue (APN: 127-030-018).





Vicinity Map

General Plan Land Use Map

Feet
0 500 1,000 2,000 3,000

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W E
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- PARCELS
- Conservation
- Commercial Neighborhood
- Public Institutional
- Residential High Density
- Residential Low Density
- Residential Medium Density
- PROJECT SITE

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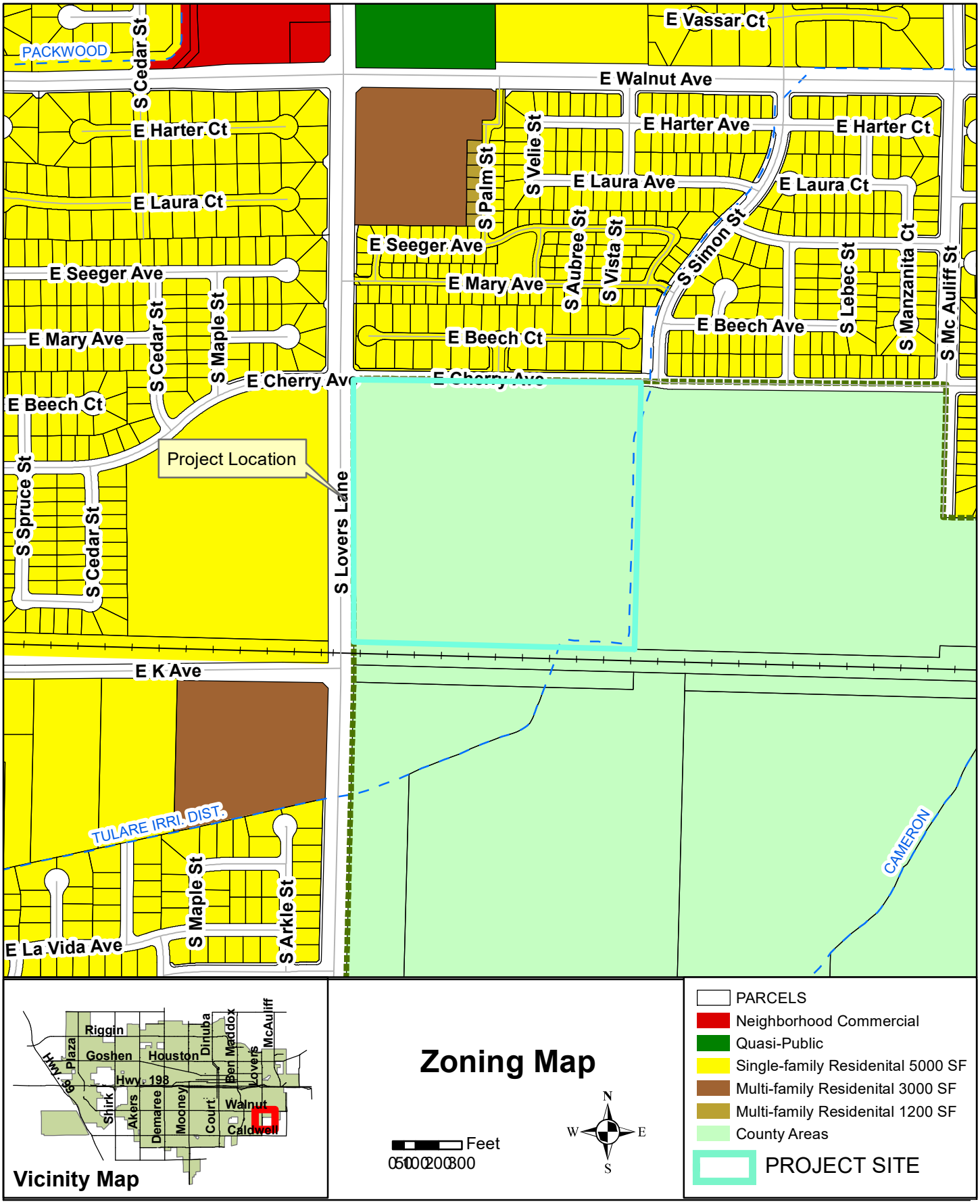

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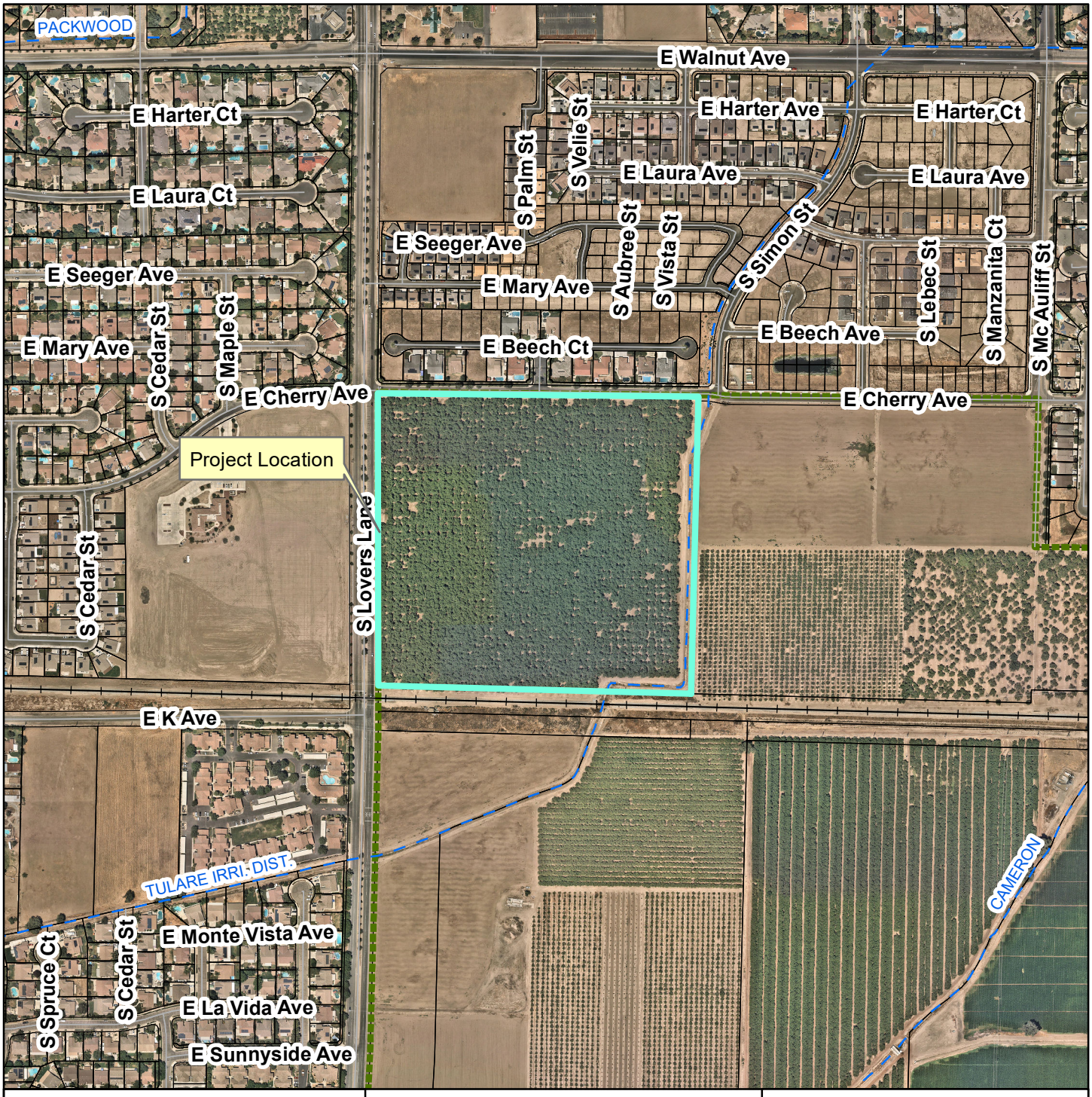

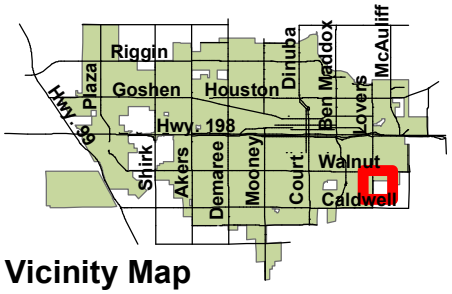

Vicinity Map

Aerial Photo

Photo Taken March 2020

Feet
0 500 1000 2000 3000

N
W E
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PROJECT SITE

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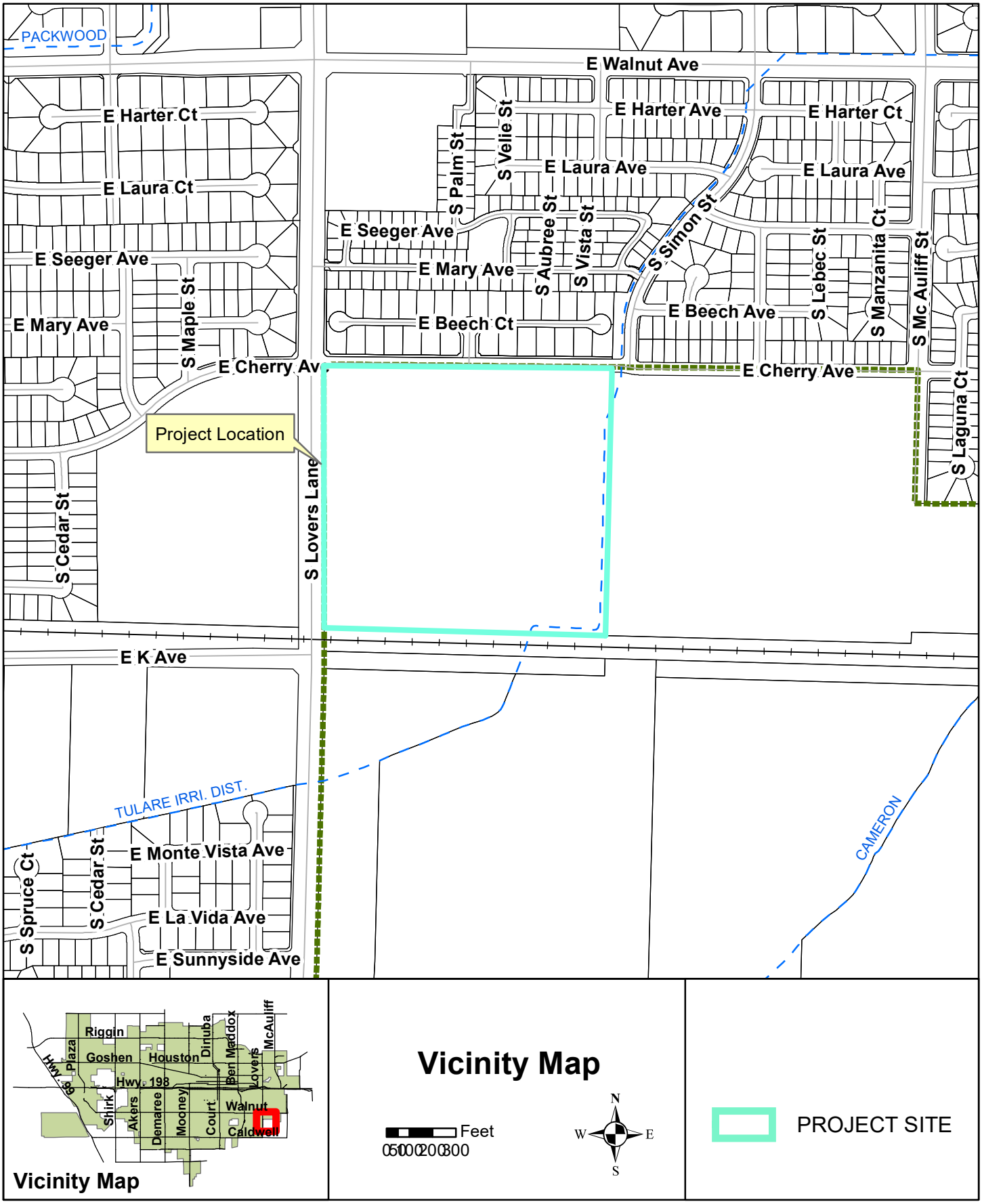

Visalia City Council

Staff Report

File #: 22-0249 **Agenda Date:** 6/20/2022 **Agenda #:** 1.

Agenda Item Wording:
For the purposes of reporting out, for the record, transactions that occurred as a result of Closed Session Real Property Negotiations:

Buyer: City of Visalia
Seller: Buhl Properties, LLC a California limited liability company
APN: 119-340-012 (portion)
Purpose: Caldwell Widening Project - Akers to Shady
Brief Description: Temporary Construction Easement
Price: $3,100.00
Closing Date: 6/13/2022
Project Manager: Fred Lampe
****

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Visalia City Council

Staff Report

Visalia City Council
707 W. Acequia
Visalia, CA 93291

File #: 22-0261 **Agenda Date:** 6/20/2022 **Agenda #:** 1.

Agenda Item Wording:
Upcoming Visalia City Council Meetings:
Monday, July 18, 2022 at 7:00 PM: Regular Meeting, City Hall, 707 W. Acequia
Monday, August 1, 2022 at 7:00 PM; Regular Meeting, City Hall, 707 W. Acequia