



CITY COUNCIL/SUCCESSOR AGENCY/PUBLIC FINANCE AUTHORITY MEETING AGENDA

**March 7, 2019
6:00 PM**

The Mission of the City of Coalinga is to provide for the preservation of the community character by delivering quality, responsive City services, in an efficient and cost-effective manner, and to develop, encourage, and promote a diversified economic base in order to ensure the future financial stability of the City for its citizens.

Notice is hereby given that the City Council will hold a Regular Meeting, on March 7, 2019 in the City Council Chambers, 155 West Durian Avenue, Coalinga, CA. Persons with disabilities who may need assistance should contact the City Clerk at least 24 hours prior to the meeting at 935-1533 x113. Anyone interested in translation services should contact the City Clerk at least 24 hours prior to the meeting at 935-1533 x113.

The Meeting will begin at 6:00 p.m. and the Agenda will be as follows:

1. CALL TO ORDER

1. Pledge of Allegiance
2. Changes to the Agenda
3. Council's Approval of Agenda

2. AWARDS, PRESENTATIONS, APPOINTMENTS AND PROCLAMATIONS

1. Recognition of Danny Hopper for his Years of Service to the Community
2. Recognition of the Coalinga High School Girls Varsity Basketball Team for their Outstanding Performance in the 2018-2019 Season

3. CITIZEN COMMENTS

This section of the agenda allows members of the public to address the City Council on any item not otherwise on the agenda. Members of the public, when recognized by the Mayor, should come forward to the lectern, identify themselves and use the microphone. Comments are normally limited to three (3) minutes. In accordance with State Open Meeting Laws, no action will be taken by the City Council this evening and all items will be referred to staff for follow up and a report.

4. PUBLIC HEARINGS (NONE)

5. CONSENT CALENDAR

1. Review and Approve Regulatory Permit for Next Green Wave
2. Approval of City Engineer Task Order and Amended Project Budget for Utility Replacement Design Portion of the Paving of Seven (7) Alleys (29-35) Through the Congestion Mitigation Air Quality Grant Program, Water Enterprise Fund and Sewer Enterprise Fund
3. Public Works & Utilities Monthly report for February 2019

6. ORDINANCE PRESENTATION, DISCUSSION AND POTENTIAL ACTION ITEMS (NONE)

7. ANNOUNCEMENTS

1. City Manager's Announcements
2. Councilmembers' Announcements/Reports
3. Mayor's Announcements

8. FUTURE AGENDA ITEMS

9. CLOSED SESSION (NONE)

10. ADJOURNMENT

Closed Session: A "Closed" or "Executive" Session of the City Council, Successor Agency, or Public Finance Authority may be held as required for items as follows: personnel matters; labor negotiations; security matters; providing instructions to real property negotiators; legal counsel regarding pending litigation; and protection of records exempt from public disclosure. Closed session will be held in the Administration Building at 155 W. Durian Avenue and any announcements or discussion will be held at the same location following Closed Session.

11. CLOSED SESSION REPORT (NONE)

**STAFF REPORT - CITY COUNCIL/SUCCESSOR AGENCY/PUBLIC FINANCE
AUTHORITY**

Subject: Review and Approve Regulatory Permit for Next Green Wave
Meeting Date: March 7, 2019
From: Marissa Trejo
Prepared by: Darren Blevins, (I) Chief of Police

I. RECOMMENDATION:

Review and approve staff recommendation to issues a cannabis regulatory permit for Next Green Wave.

II. BACKGROUND:

This is the final step in the regulatory process defined by the municipal code.

III. DISCUSSION:

Next Green Wave was is a company that has built in the industrial park. This company has successfully completed the commercial cannabis background process and has been approved by the Planning Commission at its meeting on February 26, 2019. Staff recommends that the Council approves the issuance of a regulatory permit.

IV. ALTERNATIVES:

Do not issue a regulatory permit.

V. FISCAL IMPACT:

This project is subject to cannabis licensing and per square foot taxes. Once open this project will be a revenue generator to the General Fund.

ATTACHMENTS:

File Name

Description

No Attachments Available

**STAFF REPORT - CITY COUNCIL/SUCCESSOR AGENCY/PUBLIC FINANCE
AUTHORITY**

Subject: Approval of City Engineer Task Order and Amended Project Budget for Utility Replacement Design Portion of the Paving of Seven (7) Alleys (29-35) Through the Congestion Mitigation Air Quality Grant Program, Water Enterprise Fund and Sewer Enterprise Fund

Meeting Date: March 7, 2019

From: Marissa Trejo, City Manager

Prepared by: Pete Preciado, Public Works & Utilities Director

I. RECOMMENDATION:

Authorize the City Manager to execute the City Engineer task order for design engineering services for the utility replacement portion of the Paving of Seven (7) Alleys (29-35) Project as identified in the Congestion Mitigation Air Quality (CMAQ) Grant awarded to the City in 2016 and the amended scope approved by the City Council on October 5, 2017 for a total project budget in the amount of \$1,787,210;

Approval of a budget amendment in the water enterprise fund to allocate \$40,000 towards design engineering of the water improvements as part of this project; and;

Approval of a budget amendment in the sewer enterprise fund to allocate \$40,000 towards design engineering of the sewer improvements as part of this project.

II. BACKGROUND:

In 2015, the City of Coalinga applied for a Congestion Mitigation Air Quality (CMAQ) Grant which is administered through Fresno Council of Governments (FCOG). The City was awarded \$600,000 to complete the paving of seven (7) alleys as identified in the attached exhibit.

On October 5, 2017 the City amended the project scope and budget to include the replacement of various water mains, water services, sewer mains, sewer laterals, gas mains, and gas services within the alleys proposed to be reconstructed. The amended budget included the replacement of the utilities; however, the design engineering fee for the replacement of the utilities was not included.

III. DISCUSSION:

Attached is the work order for the design engineering for the utility replacement portion of the project. The total cost for this service is \$80,000 which represents approximately 8.7% of the utility project costs which is lower than industry standard for design services due to the fact that a significant portion of the design elements are being covered by the design fee for surface improvements of the alleys.

IV. ALTERNATIVES:

Do not approve the work order and authorize the City Manager to execute said work order as requested by Staff and direct staff accordingly – this is not recommended.

V. FISCAL IMPACT:

This is an approved budgeted project. There are sufficient funds in both the Water and Wastewater Enterprise Funds to support the requested amendment of \$80,000.

No General Fund monies will be used to complete this project.

ATTACHMENTS:

File Name	Description
 2654_Work_Order_Design_Engineering_Uilities.pdf	2654 Work Order Design Engineering Utilities

PROFESSIONAL SERVICES WORK ORDER

This agreement entered into the _____ day of _____, 20 19 between City of Coalinga (hereinafter called the Client) and the Consultant Tri City Engineering (hereinafter called Consultant) for services in connection with the following project: 7 Alleys on various streets. The Client and Consultant's rights, duties, and obligations hereunder will be performed in accordance with the terms and conditions of the Agreement for Professional Services between Client and Consultant dated September 2, 2014 which is fully incorporated herein by reference.

- I. Scope of Services. The Consultant's services will consist of the following:
- Prepare 1 set of Alley Improvement Utility Plans; includes design engineering and final working drawings of 7 alleys with new water mains, water services, sewer mains, sewer laterals, gas mains and gas services.
 - Include utility information in bidding documents and final engineers Cost Estimate for 7 alleys.
 - Provide project management during bidding process for the utilities portion of the project including "Request for Information through advertisement period. Assist construction manager with bid opening.
- II. Additional Services. Any services not specifically provided for under Section I above shall be Additional Services. Only if mutually agreed to in writing by client or consultant shall consultant perform such additional services.
- III. Consultant's Compensation. In consideration for Consultant providing the services noted above, the Client agrees to compensate the Consultant as follows:

\$80,000.00

Retainer. The Client shall make an initial payment of -0- dollars (\$0.00) (retainer) upon execution of this Agreement. This retainer shall be held by the Consultant and applied against final invoices.

Payment Due. Invoices shall be submitted by the Consultant monthly, are due upon presentation, and shall be considered past due if not paid within ten (10) calendar days of the due date.

Interest. If payment in full is not received by the Consultant within 30 calendar days of the due date, invoices shall bear interest at one-and-one-half (1.5) percent of the PAST DUE amount per month, which shall be calculated from the invoice due date. Payment thereafter shall first be applied to accrued interest and then to the unpaid principal.

Collection Costs. If the Client fails to make payments when due and the Consultant incurs any costs in order to collect overdue sums from the Client, the Client agrees that all such collection costs incurred shall immediately become due and payable to the Consultant. Collection costs shall include, without limitation, legal fees, and expenses, court costs, collection bonds and reasonable Consultant staff costs at standard billing rates for the Consultant's time

spent in efforts to collect. This obligation of the Client to pay the Consultant's collection costs shall survive the term of this agreement or any earlier termination by either party.

Set-offs, Backcharges, Discounts. Payment of invoices shall not be subject to any discount or set-offs by the Client, unless agreed to in writing by the Consultant. Payment to the Consultant for services rendered and expenses incurred shall be due and payable regardless of any subsequent suspension or termination of this Agreement by either party.

In witness thereof, the parties hereto have accepted, made and executed this agreement upon the terms, conditions and provisions above stated, the day and year first above written.

Consultant:	By	_____	Client:	By	_____
		Signature			Signature
Name:		<u>Daniel E. Jauregui</u>	Name:		<u>Marissa Trejo</u>
		For: Tri City Engineering			For: City of Coalinga
Title:		<u>President</u>	Title:		<u>City Manager</u>
Address:		<u>4630 W Jennifer Ave #101</u>	Address:		<u>155 W. Durian Ave</u>
		<u>Fresno, CA 93722</u>			<u>Coalinga, CA 93210</u>

Reference: 2654

**STAFF REPORT - CITY COUNCIL/SUCCESSOR AGENCY/PUBLIC FINANCE
AUTHORITY**

Subject: Public Works & Utilities Monthly report for February 2019
Meeting Date: March 7, 2019
From: Marissa Trejo, City Manager
Prepared by: Pete Preciado

I. RECOMMENDATION:

Approve Public Works & Utilities Monthly Report for the Month of February 2019.

II. BACKGROUND:

None.

III. DISCUSSION:

None.

IV. ALTERNATIVES:

None.

V. FISCAL IMPACT:

None.

ATTACHMENTS:

	File Name	Description
□	Monthly_Report_for_Feb_2019.pdf	Monthly Report for February 2019



**PUBLIC WORKS AND UTILITIES DEPARTMENT
MONTHLY REPORT FOR
FEBRUARY 2019**

***Note: New items and updates from last month's report are in bold print.**

PUBLIC WORKS

Natural Gas Distribution:

- New Gas meter for schools new Mechanic teaching building has arrived and will be installed in Early January-Gas Meter has been Installed
- 12 New gas service lines installed for K Hovnanian Homes
- **5 New gas service lines installed for K Hovnanian**
- **Repaired Ballard at 230 Buchana**
- **Repaired Gas line 612 Van Ness**
- **Relocated Gas meter for customer 247 Harrison**

Water Distribution:

- Repaired 2" water leak 28972 Phelps Ave.
- Repaired 6" Hydrant line Barker & Pleasant
- Repaired water service line 405 S. Coalinga
- Repaired 1 ½ water leak 192 E. Elm
- Relocated 4 water service boxes for K. Hovnanian Homes
- **Replaced to 2-2" water meters to 1 ½ for CHRPD at Chardonnay Ln & Bordeaux**
- **Repaired 1 ½ water line Peppertree Apts**
- **Repaired Water service line at 212 E Pleasant**

Wastewater Collection:

- Sewer Blockage Hanes R.V. Park 211 S. Thompson
- **Cleaned out Manholes at Waste water treatment Plant out in Radio field**

Sidewalks:

- Project sidewalk gaps and ADA ramps has started and under construction-**Project 75% completed**

Parks:

No Activity for the month of February.

Miscellaneous:

- Installed Traffic Camera for P.D 5th and Elm.
- 5 dead trees have been removed 298 Washington
- **Potholed for Water and gas lines for Alley project Glenn and Hawthorne dirt alleys Pleasant & Houston Dirt Alleys.**
- **Relocated Bench and trash can in front of 226 N. Fifth St.**
- **Started the removal of Awning behind City Hall**
- **Arrival of new Bobcat E26 Mini Excavator**

Targeted Efforts to Enhance City Image and Business Appeal/Attraction:

No activity for the month of February.

UTILITIES

- Northwest Booster Station - When the motor and pump run it is leaking at the base plate. **P19 well casing got relined with epoxy coating (30ml). The pump and motor are being reinstalled on Wednesday 1/30/19. Pump & Motor were installed now there is a problem with the pressure control switch. We are having Solomon Electric check on it.**
- Northwest & Oil King Booster Sta. looking into replacing old air compressors and surge tanks with new equipment. **On Going**
- City wide fire hydrant flushing. Will began sometime in **March**
- **Calaveras Reservoir Lo Level alarm not working. Had Solomon Electric take a look at the problem. Lo Level alarm is back in service.**

PUBLIC UTILITIES COORDINATOR

- 65 completed backflow inspections. 6 failures awaiting resolution by plumber. 36 devices awaiting testing. Testers have been notified but are backlogged. In some cases, testers are awaiting payment to issue the backflow report.
- Assigned as Web Administrator for new website. Created new content for Public Works Section. Working with Supervisors to fine tune content. Also working with other Departments to put up their information. I am also working to integrate job application software, Agenda handling, form handling, and other such website functionalities. Ongoing
- MS4 Stormwater Inspector Training. Complete
- Update/repair remote SCADA access. Remote access has been live for one year as of Jan 25. I am going to update devices, server, and repair some connectivity problems that the operators have been experiencing.

WATER TREATMENT PLANT (WTP)

Alum sludge piles testing report by BSK is back. Matt from Cal Water Services is looking into pricing to haul off alum sludge piles. Matt found us a company out of Chowchilla to haul off the Alum Sludge Piles (\$96. Ton, haul off 250 tons a day) we currently have about 4,000 tons of sludge to be removed. Going to council to get approve to remove 500 tons a year. Contractor to start first of the year. **Had to postpone due to weather and too much moisture in the piles.**

Filter inspections have been started on the filter beds and are still in progress (One a Month). December filter inspection has been done on filter bed 3 & 6. January filter inspection has been done on filter bed 6.

Working on quotes for painting all outside exterior structure Doors, Trim and Iron Gates and the pump house interior walls, ceiling, motors, pumps and electrical panels. Still in progress and waiting on vendors to get back to us. No luck with vendors getting back to us. So, we will try again in the spring time. Still in progress. We did get a quote back from Dixon Painting.

Working on quotes for card lock system for rolling gates, control room, shop, carbon room and rapid mix room. Still in progress and waiting on vendors to get back to us. We got a quote from Champi Fence Co.

Bogie's Pump Company will be out to service the three pumps on the walking bridge on Basin 3. Bogie's Pump came out to service the three pumps on the travel bridge on basin 3. All three pumps are non-serviceable. All three pumps are 26 years old. We had to order three new pumps under emergency action. Just in case we loss another water treatment basin. Bogie's pump will be out Dec 3, 2018 to install all three new pumps and valves. Basin 3 is now back in service and running great.

Champi Fence came out to give quote for new fence and repair fence at both Wastewater and Water Treatment plants. Still waiting on quotes. We received their quote and we are currently looking it over. **Still in progress**

Mike Wilson Construction will be out do some valve replacement and run 40' of C900 pipe for the new TTHM Facility starting after the first of the year. Project is complete with two new valves and 40' of new C900 pipe for the new TTHM Facility.

Fixed paddle on the Rapid Mixer. Complete

Installed new 4" Back Flow Device by Control Room. Complete

Water leak repaired at chlorine station by cemetery. Complete

Westland Canal will have plant shut down on January 14 -18, 2019 for annual maintenance. City Water Treatment Plant will be down as well. They are asking for the residents to help conserve water at that time. Notices will be mailed out, it will be in the local paper, on the pride sign and on face book. Westland Canal annual maintenance went well and the City of Coalinga Residents did a great job in helping the City conserve water.

The shop room at the WTP has been painted inside along with some new cabinets. **Project Complete.**

Solomon Electric is installing some new electrical outlet to the WTP Shop room (220 & 120 outlets) **Project Complete.**

Solomon Electric is also installed new Led lighting down at the pump intake sta. by the canal. **Project Complete.**

Basin 1 has been taken out of service for annual maintenance and should be back online Friday 1, 2019 **Project Complete.**

Jared, Coti have been working together with Public Works Dept. in helping with rereads, reading meters and shutoff notices

Hypo Generator went down. Call Dovoud he came out said hypo gen. would be down for a week till parts come in. 2/11/19 Dovoud came out and got the Hypo Gen. Running again with new parts.

RFC Control Switches for all three filter buildings are down. Solomon Electric came out to trouble shoot. He can't seem to find the problem.

UCMR4 Sampling is schedule for March and once every ¼ after that for the rest of the 2019 year. BSK Lab is doing the testing.

The Safe Drinking Water Annual Report is being worked on right now.

WASTEWATER TREATMENT PLANT (WWTP)

Drying beds:

Other items at Wastewater Plant:

- Primary effluent pump installed and operating normally. Second effluent pump has been removed and sent to the shop for repair. Council approved repair work quote and contractor has been given notice to proceed with work. Effluent Pump will be back and installed on Wednesday 1/30/2019. **Pump has to go back for repairs. Electrician wired the pump backwards. May have caused the bowls to come off.**
- City crew working on getting pond 3 & 4 cleaned by spraying and burning the weeds, cattails and small trees. Ponds 3 & 4 starting to look good, but still have spraying and burning to do. **On going**
- Al is working on getting quotes for new surge tanks and equipment for Northwest & Oil King Booster Station. **On going**
- Old Rifle Range – City crews have started removing the old tire and cleaning out the dirt inside the tires so that they can be hauled off to the landfill. **Still in progress**
- WWTP Concrete Yard Boxes and Ponds Rehabilitation Project. **Going out to rebid soon**
- Old dog pound building is getting painted inside and out. Completed and they have added some new sidewalks.
- Working on getting new laptop for daily Dissolved Oxygen Probes for all five ponds. New laptop should be here 2/8/2019. **Complete**
- New surveillance cameras have been installed around the plant.
- We have Mike Wilson Construction looking at installing a by-pass from the force main to the treatment plant for the Pond Rehabilitation Project. **Mike Wilson has a quote in just waiting on council approval.**
Advance Flow Measurement replaced the WWTP flow monitoring equipment (Hydrorange 200 relay & XRS-5 Xducer with cable).

CITY ENGINEER

Project Status Update as of January 29, 2019:

1. Cambridge Signalization
 - a. Caltrans has approved the Encroachment Permit and we are finalizing the Right of Way documents and going to submit the Right of Way package to Caltrans for approval. Once Right of Way is approved we will request authorization for Construction and once approved we will release the project for bidding
 - b. Construction anticipated Summer of 2019.

2. Rule 20A Undergrounding
 - a. City Engineer working with PG&E to underground overhead utilities on Elm Avenue from Cambridge Avenue to just south of Cherry Lane.
 - b. Project moving along slowly and is still years away from construction.
3. Phelps Ave Improvements
 - a. Project construction pushed to spring 2019 by request of WHCC District to prevent construction conflicts with on-site construction of administration building.
4. ATP Cycle 2 – Sidewalk Gap Closure Construction
 - a. RJ Berry, Jr. Inc. is currently working on this project. Completion is anticipated at the end of March.
 - b. **All concrete work has been completed on the project. The Contractor has to do minor paving and then the project will be complete.**
5. ATP 2017 Cycle 3
 - a. City was awarded additional funds for the project for a total grant amount of \$1,284,000 and a local match of \$175,000.
 - b. Scope change was requested to include changes to Sunset Avenue as well as reduce the amount of improvements due to increased construction prices. Anticipate getting a response from the CTC on the scope change in the middle of March.
 - c. **Meeting with the School District is scheduled for February 28, 2019. Design will begin on project once project scope has been coordinated with the School District.**
 - d. Topographic survey is underway for the project.
6. RSTP - Forest/Truman from 1st to Elm
 - a. City was awarded additional funds for the project for a total grant amount of \$1,400,000 and a local match of \$125,000.
 - b. Design complete and plans will be submitted to Caltrans this week.
 - c. Anticipate construction in **Fall 2019**.
7. CMAQ - Paving of Various Alleys Ph. 3
 - a. Topographic survey has been completed and design is underway.
 - b. Construction is anticipated in 2019.
8. Water Treatment Plant Permanent TTHM Reduction Project
 - a. With Regional Water Resources Control Board review and approval permanent acid storage and feeding facilities changed to liquid CO2 for plant operator safety.
 - b. Design of permanent facilities in progress.
 - c. Anticipate construction in Spring 2019.
9. WWTP Concrete Yard Boxes and Ponds Rehabilitation Project
 - a. Bids opened on November 8, 2018 and they came in over budget.
 - b. **All bids were rejected. Currently revising plans and specifications to reduce project scope to within budget and release for bidding with updated documents.**

10. City Standard Updates

- a. City Engineer has been directed to begin updated the City Standards to comply with recent standards. The city standards were last updated in 2006.
- b. Water Standard Plan update to backflow preventer started.

Respectfully Submitted

Pete Preciado, PE
Public Works and Utilities Director