



CITY COUNCIL/SUCCESSOR AGENCY/PUBLIC FINANCE AUTHORITY MEETING AGENDA

**October 7, 2021
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 October 7, 2021 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. Mid Valley Disposal -SB 1383 Presentation, Joe Heisdorf
2. Proclamation - Domestic Violence Awareness Month

3. CITIZEN COMMENTS

This section of the agenda allows members of the public to address the City Council on any item within the jurisdiction of the Council. 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.

Citizen Comments submitted in writing to the City Clerk by 5:00pm on the day of the City Council meeting shall be distributed to the City Council and included in the record, however they will not be read.

4. PUBLIC HEARINGS

1. Adoption of Resolution No. 4043 Establishing New Fees for Cannabis Operations and Accepting the Cannabis Fee Study Report

Jasmin Bains, Financial Services Director and Sean Brewer, Assistant City Manager

5. CONSENT CALENDAR

1. Approve MINUTES - September 16, 2021
2. Rejection of Claim for Damages Presented by Astra Felder
3. Approve Memorandum of Understanding (MOU) between the City of Coalinga and Coalinga Police Officers' Association
4. Adopt Resolution No. 4046 Supporting and Implementing the "Timely Use of Funding" as Required by AB1012 for Candidate Federal Transportation Act, Cycle III Projects (STBG/CMAQ)
5. Consideration of Bid Award for La Cuesta Lift Station Upgrade Project
6. Installation of Electrical Service at Veterans Park - Informational Only
7. Fire Department Quarterly Report

6. ORDINANCE PRESENTATION, DISCUSSION AND POTENTIAL ACTION ITEMS

1. Discussion, Direction and Potential Action regarding Repainting and Adding Reflectors to Crosswalk on Polk near Big 5 Sporting Goods

Sean Brewer, Assistant City Manager

7. ANNOUNCEMENTS

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

8. FUTURE AGENDA ITEMS

9. CLOSED SESSION (NONE)

10. CLOSED SESSION REPORT

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. ADJOURNMENT

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

Subject: Mid Valley Disposal -SB 1383 Presentation, Joe Heisdorf
Meeting Date: October 7, 2021
From: Marissa Trejo, City Manager
Prepared by: Mercedes Garcia, Senior Administrative Analyst

I. RECOMMENDATION:

II. BACKGROUND:

III. DISCUSSION:

IV. ALTERNATIVES:

V. FISCAL IMPACT:

ATTACHMENTS:

File Name	Description
<input type="checkbox"/> SB1383_Implementation_Program_Coalinga_-_Copy.pdf	Coalinga - SB1383 Implementation Program



SB 1383

REDUCING SHORT-LIVED
CLIMATE POLLUTANTS IN
CALIFORNIA

CLIMATE CHANGE AND FOOD WASTE IN CALIFORNIA

CLIMATE CHANGE NEGATIVELY IMPACTS CALIFORNIA

IN 2015 THE DROUGHT COST THE AGRICULTURE INDUSTRY IN THE CENTRAL VALLEY AN ESTIMATED \$2.7 BILLION & 20,000 JOBS

- RISING SEA LEVELS
- REDUCED SNOWPACK
- WILDFIRES
- DROUGHT
- HEAT WAVES

ORGANIC WASTE IS THE LARGEST WASTE STREAM IN CALIFORNIA

CALIFORNIA DISPOSED OF APPROXIMATELY **27 MILLION TONS** OF ORGANIC WASTE IN 2017

CALIFORNIA THROWS AWAY MORE THAN 6 MILLION TONS OF FOOD WASTE EVERY YEAR!

IN CALIFORNIA, MILLIONS ARE FOOD INSECURE

- 1IN 8 CALIFORNIANS
- 1IN 5 CHILDREN



Key Implementation Dates

Regulation Take
Effect and State
Enforcement
Begins

Regulations Require
Local Governments
to Take
Enforcement

75% Reduction
in Organics
Disposal

20% Increase in
Edible Food
Recovery

January 1, 2022

January 1, 2024

January 1, 2025

JURISDICTION RESPONSIBILITIES

Provide Organics Collection Services to All Residents and Businesses



Conduct Education and Outreach to Community



Secure Access to Recycling and Edible Food Recovery Capacity



Establish Edible Food Recovery Program



Procure Recyclable and Recovered Organic Products



Monitor Compliance and Conduct Enforcement

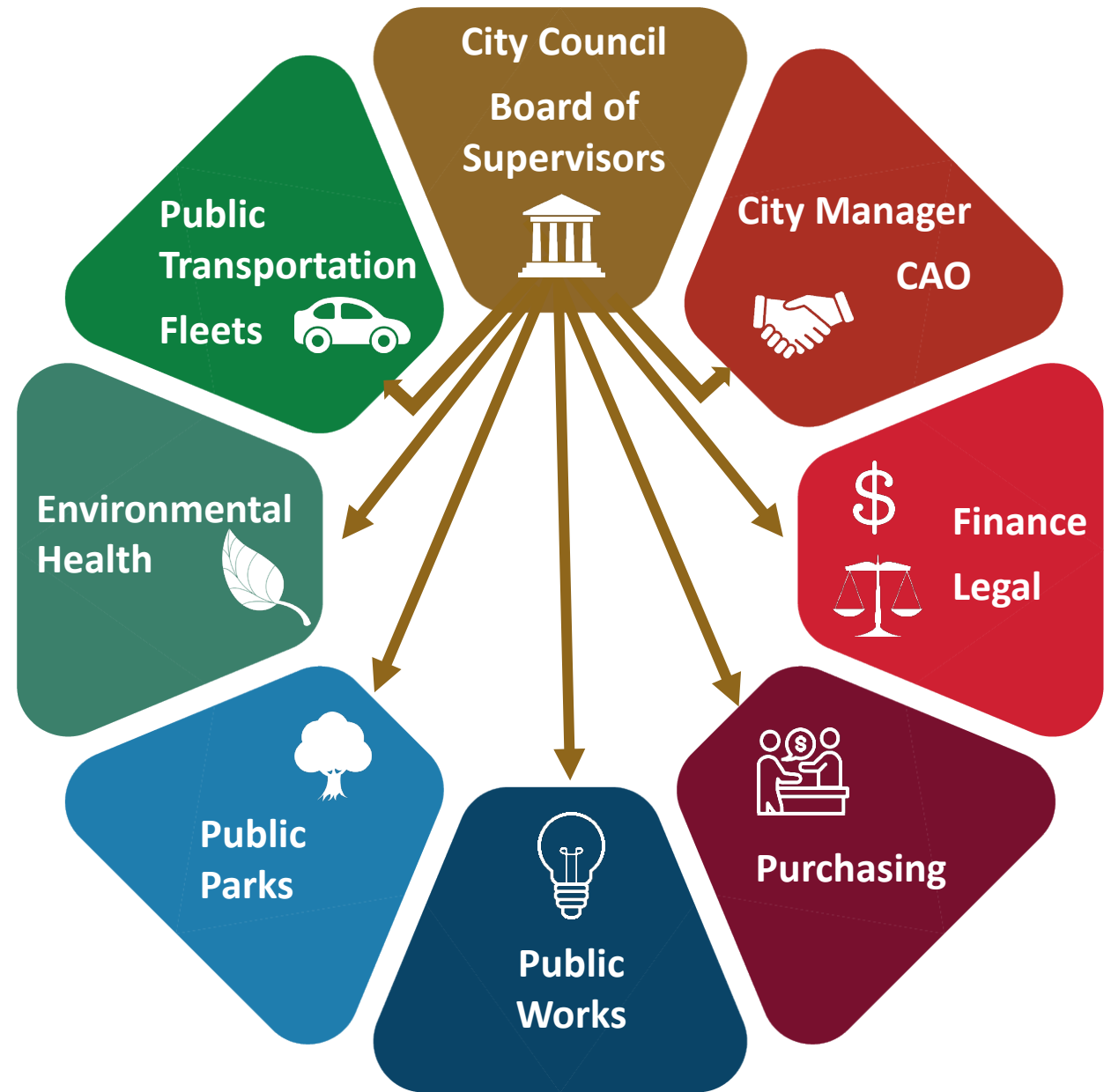


SB 1383 IN ACTION

LOCAL GOVERNMENT ROLES AND RESPONSIBILITIES

SB 1383 doesn't just apply to waste management and recycling departments.

Every local department plays a role in SB 1383 implementation.



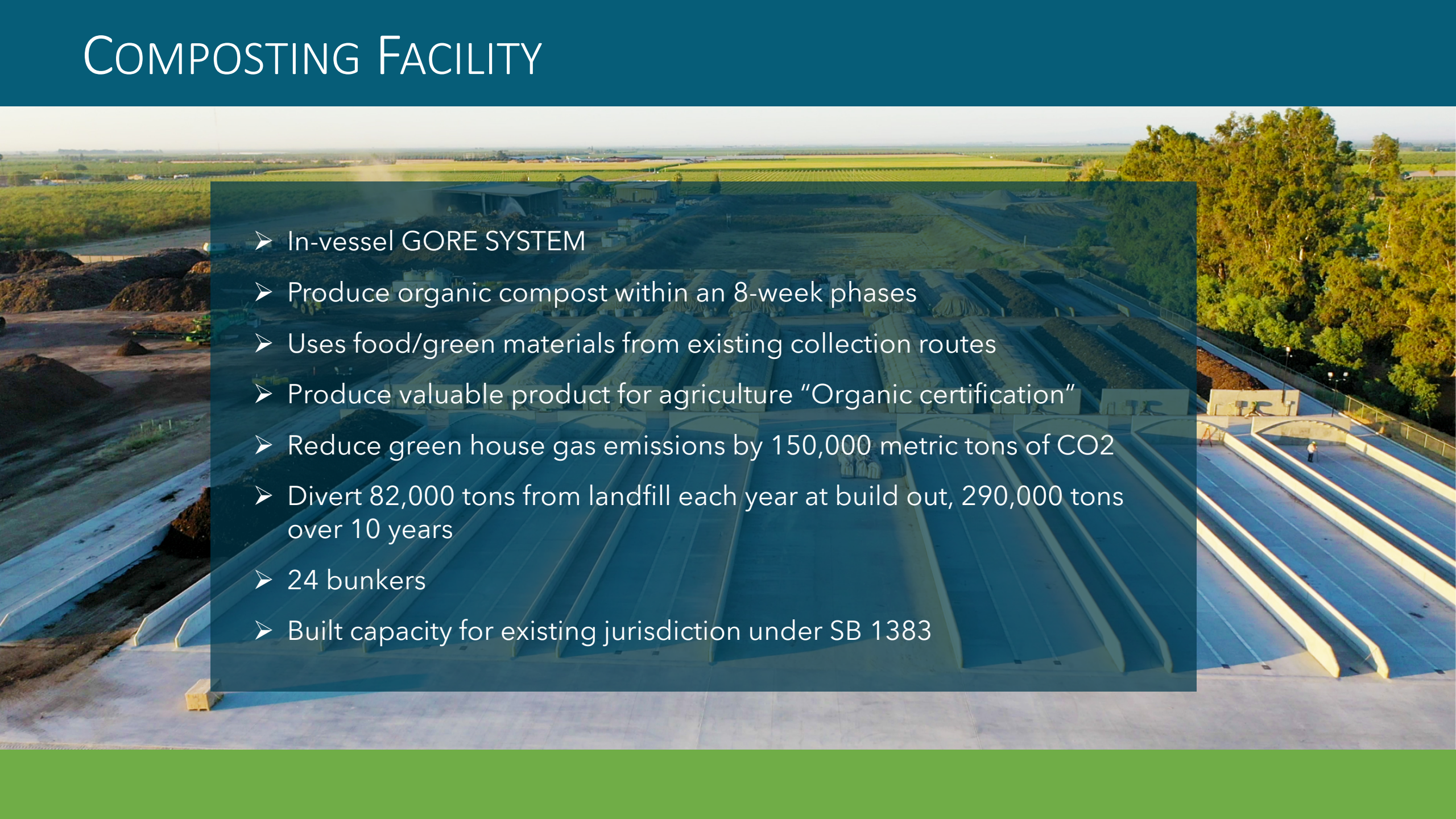
JURISDICTION REQUIREMENTS

- Adopt enforceable ordinance to
 - mandate organic collection services to all residents and businesses
 - Compliance with provision of the California Green Building Standards Code
 - Model Water Efficient Landscape Ordinance
 - Self-haul Ordinance – self-haul application
- Designate a public or private entity to fulfill its responsibilities
- Provide organic waste collection services for all residential and commercial and industrial businesses
- Conduct annual organic waste recovery education and outreach
- Conduct Edible Food Recovery education and outreach
- Conduct contamination monitoring for collection services
- Implement and oversee Edible Food Recovery Program
- Perform waste evaluations of all residents and businesses
- Conduct contamination monitoring
- Monitor Compliance and Conduct Enforcement
- Recordkeeping
- Grant Waivers for organic waste generator

JURISDICTION REQUIREMENTS

- Organic Waste Recycling Capacity Planning
 - Organic Waste Recycling
 - Edible Food Recovery
- Procurement of Recovered Organic Waste Products
 - Procurement Target & Recordkeeping
 - Recycled Content Paper & Recordkeeping
- Reporting
 - Initial Compliance Reporting due April 1, 2022
 - Annual Reporting
 - On or before October 1, 2022 - reporting period of January 1, 2022 through June 30, 2022
 - On or before August 1, 2023 and on each year thereafter reporting period for the entire previous calendar year

COMPOSTING FACILITY

- 
- In-vessel GORE SYSTEM
 - Produce organic compost within an 8-week phases
 - Uses food/green materials from existing collection routes
 - Produce valuable product for agriculture "Organic certification"
 - Reduce green house gas emissions by 150,000 metric tons of CO₂
 - Divert 82,000 tons from landfill each year at build out, 290,000 tons over 10 years
 - 24 bunkers
 - Built capacity for existing jurisdiction under SB 1383

THANK YOU!



MID VALLEY DISPOSAL

QUESTIONS?



Geno Andrade, Recycling Coordinator
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559-567-0524



Virginia Maloles-Fowler, Recycling Manager
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STAFF REPORT - CITY COUNCIL/SUCCESSOR AGENCY/PUBLIC FINANCE AUTHORITY

Subject: Adoption of Resolution No. 4043 Establishing New Fees for Cannabis Operations and Accepting the Cannabis Fee Study Report

Meeting Date: October 7, 2021

From: Marissa Trejo, City Manager

Prepared by: Jasmin Bains, Financial Services Director and Sean Brewer, Assistant City Manager

I. RECOMMENDATION:

Assistant City Manager and Financial Services Director recommend City Council adopt Resolution No. 4043 establishing new administrative and licensing fees for Cannabis Operations and accepting the Cannabis Fee Study Report prepared by SCI Consulting.

II. BACKGROUND:

The last Cannabis fee study prepared by the City was conducted in 2016. Costs of providing services have changed over that time and other updates are necessary. The consulting firm SCI Consulting, Inc. was retained to update this information. SCI is a firm with extensive experience in conducting detailed cost of services studies of Cannabis activities. Their focus on this update was to determine the full cost of providing specific cannabis services and recommend an appropriate level of fee based on policy, legal and market considerations.

A public hearing is required for revision to Cannabis Operations Fees. Interested parties were noticed by mail.

III. DISCUSSION:

A fee is a charge imposed on a business for a service that the business chooses to receive. A fee may not exceed the estimated reasonable cost of providing the service or facility for which the fee is charged, plus overhead.

As mentioned, SCI was retained to perform this service cost study. The intent of the study was to determine the following in regard to those services:

1. What does it cost the City to provide these services?
2. What fee changes are necessary to achieve the City's policies on cost recovery?

The primary purpose of this review is to identify the costs of providing service to requesting organizations to fairly and equitably set fees for those specific services. The goal is to neither make a profit on any service, nor unintentionally subsidize any fee-oriented area. A service qualifies for the "fee" designation when the activity benefits a specific individual or group, as opposed to the public at large.

It is generally accepted that recovery of costs should be in direct proportion to the individual/specific gain for services received.

SCI developed a cost model based on "full cost," which includes direct and indirect costs, including support costs from other departments. Direct costs include salaries and benefits attributed to each service.

The attached fee structure identifies all fees the city must charge in order to recover costs associated with its

cannabis program. The major change in this plan is the consolidation of the licensing fees for cannabis operators. Staff found that similar time is being used for all operations except for cultivation facilities that can be scaled. Therefore, all licensing fees are the same except for a nominal scaling fee for cultivation. If someone has multiple licenses, they will be charged the fee per license. Microbusinesses will be charged at the single rate since they do not have to be separate and distinct entities.

In addition to the consolidation of licensing fees, staff provided a fee structure for licenses that includes the services of SCI for inspections and reporting in the Council finds it necessary to maintain their services. The City fee includes the City's time to conduct quarterly inspections and reporting.

IV. ALTERNATIVES:

Not to approve the resolution.

V. FISCAL IMPACT:

Revenues generated from the proposed fees are unable to be determine at this time due to the unknown variable of the volume of these services to be provided in the current fiscal year and upcoming years.

ATTACHMENTS:

File Name	Description
<input type="checkbox"/> RESO#4043_Cannabis_Operations_Fee_Study_100721.pdf	Resolution No. 4043 Cannabis Fee Study
<input type="checkbox"/> City_of_Coalinga_Cannabis_Regulatory_FEE_STUDY_REPORT.pdf	Cannabis Fee Study Report

RESOLUTION NO. 4043

A RESOLUTION OF THE CITY COUNCIL OF THE CITY OF COALINGA ESTABLISHING FEES FOR CANNABIS OPERATIONS AND ACCEPTING THE CANNABIS FEE STUDY REPORT

WHEREAS, pursuant to the provisions of the California Constitution and the laws of the State of California, the City of Coalinga is authorized to adopt and implement fees for cannabis services; provided that such fees do not exceed the estimated reasonable cost of providing such services; and

WHEREAS, the City Council of the City of Coalinga has established new fees for services; and

WHEREAS, the City has conducted an independent service cost recovery study including an evaluation of staff involves, time estimates, development of fully burdened hourly rates, citywide overhead, and the calculation of full cost recovery. Changing costs necessitate consideration of fee levels; and

WHEREAS, the adjusted cannabis operations fees do not exceed the estimated reasonable cost of providing the services in accordance with California State law; and

WHEREAS, public notification in accordance with California State law was provided in advance of the public hearing at which these changes are to be considered.

WHEREAS, oral and written presentations have been made and received, and the required public hearing has been held; and

WHEREAS, all legal prerequisites to the adoption of this Resolution have occurred.

NOW, THEREFORE, BE IT RESOLVED BY THE CITY COUNCIL OF THE CITY OF COALINGA AS FOLLOWS:

1. The fees described in the attached Comprehensive User Fee Study report shall be effective January 1, 2021 retroactively.
2. This resolution shall take effect immediately upon adoption.
3. These fees are to be adjusted based on the San Francisco area annual consumer price index (CPI) annual every January 1st hereafter.
4. If any fee adopted or increased by this Resolution is for any reason held to be invalid or unconstitutional by the decision of any court of competent jurisdiction, such fee, shall be deemed separate, distinct, and independent provision of this Resolution, and such holding shall not affect the validity of the remaining fees adopted or revised herein.

PASSED AND ADOPTED by the City Council of the City of Coalinga at a regular meeting on this 7th day of October, 2021 by the following vote:

AYES:

NOES:

ABSTAIN:

ABSENT:

APPROVED:

Ron Ramsey, Mayor

ATTEST:

Shannon Jensen, City Clerk



CITY OF COALINGA

CANNABIS REGULATORY FEE STUDY

AUGUST 2021

PREPARED FOR:

CITY OF COALINGA

PREPARED BY:



4745 MANGELS BOULEVARD
FAIRFIELD, CALIFORNIA 94534
PHONE: (707) 430-4300
FAX: (707) 430-4319
www.sci-cg.com

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CITY OF COALINGA

CITY COUNCIL

Ron Ramsey, Mayor

Ray Singleton, Mayor Pro-Tem

Jose Manny Ramirez, Councilman

Adam Adkisson, Councilman

James Horn, Councilman

CITY MANAGER

Marissa Trejo

ASSISTANT CITY MANAGER

Sean Brewer

CHIEF OF POLICE

Darren Blevins

ACKNOWLEDGMENTS

This Cannabis Regulatory Fee Study was prepared by SCI Consulting Group (“SCI”) as consultants for the City of Coalinga (“City”). The work was performed under the general direction from the staff with the City: Sean Brewer, Assistant City Manager, Darren Blevins, Chief of Police, and Jasmine Bains, Financial Services Director

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INTRODUCTION

The purpose of this Cannabis Regulatory Fee Study (“Fee Study”) is to re-evaluate and update the City’s existing cannabis fee structure and to establish the legal and policy basis for imposing regulatory fees (“fees”) for permitting and annual regulation of commercial cannabis businesses in the City. The fees will be used to reimburse the City departments for reasonable direct and indirect costs and contracted services attributable to reviewing and acting upon the applications and verifying and enforcing cannabis business compliance with the City’s Municipal Code.

LEGAL FRAMEWORK

In order to impose such fees, this Fee Study will present findings in order to meet the substantive requirements of Proposition 26, which are as follows:

1. Demonstrate that the levy, charge, or other exaction is not a tax; and
2. The amount is not more than necessary to cover the reasonable cost of the governmental activity; and
3. The manner in which those costs are allocated to a payor bears a fair or reasonable relationship to the payor’s burden on, or benefits received from, the governmental activity.

Additionally, recent case law has provided further clarification of these substantive requirements, which are as follows:

- Costs need not be “finely calibrated to the precise benefit each individual fee payor might derive.”¹
- The payor’s burden or benefit from the program is not measured on an individual basis. Rather, it is measured collectively, considering all fee payors.²

¹ Griffith v. City of Santa Cruz (2012)

² Griffith v. City of Santa Cruz (2012); Newhall City Water District v. Castaic Lake Water Agency (2016)

- Demonstrating that the amount collected is no more than is necessary to cover the reasonable costs of the program is satisfied by estimating the approximate cost of the activity and demonstrating that this cost is equal to or greater than the fee revenue to be received.³
- Reasonable costs associated with the creation of the regulatory program may be recovered by the regulatory fee.⁴

METHODOLOGY AND APPROACH

To determine the City's cannabis regulatory fees consistent with these substantive requirements, the cost of permitting and regulating cannabis operations by various City Departments is determined. These costs are then allocated to the payor in a way that demonstrates that the costs bear a fair or reasonable relationship to the payor's burden on or benefits from the program.

The City went through a deliberative process to establish a reasonable expenditure plan to use in setting the fees. An interdepartmental working group representing staff from the City, the Police Department, the Financial Services Department, and the Fire Department worked together to develop and review the proposed fees.

For each of the regulatory fees established by the Fee Study, the City evaluated and identified specific City tasks and activities associated with permitting and enforcement of the regulations. Each City department then determined the specific hours and personnel needed by their department to complete their tasks and activities. The estimated labor hours for each activity were then multiplied by each relevant department's current hourly labor rate for each position completing the task. The hourly labor rates include various salary and benefits, departmental support, supervision, and other administration overhead and similar indirect costs.

The type of costs included in the fees includes labor costs, contracted services, supplies, inter-department charges, and other incidental costs; for example: background checks and follow-up research and analysis on findings, zoning and distance checks, site visits, applicant correspondence, etc. Detailed supporting analysis tables served as the mechanism to determine specific fee rates and estimated hours, as summarized in this Fee Study. These time estimates and levels of effort were then reviewed and evaluated by other City staff and SCI for

³ Griffith v. City of Santa Cruz (2012)

⁴ League of California Cities Propositions 26 and 218 Implementation Guide, May 2017, pp. 70-71

their reasonableness.

The time estimate remains constant for each application review phase or annual regulation and inspection activity, and the fees are based on each department's hourly rates as of the date of this fee study.

SUMMARY OF GENERAL FINDINGS

The following general findings from the Fee Study are presented:

1. The City's proposed cannabis regulatory fees are not taxes, but regulatory fees in that the fees are proposed to recover costs associated with the Article 15.04.610.270, which created the regulatory framework to permit and regulate commercial cannabis businesses in the City.
2. The City went through a deliberative process to establish reasonable costs for permitting and annual enforcement of the City's regulations.
3. The fee amounts determined by this Fee Study do not exceed the reasonable cost of permitting and enforcement of the new regulations.
4. The fees bear a fair or reasonable relationship to the payor's burden on or benefits from the regulatory program.

SUMMARY OF RECOMMENDATIONS

Based on the findings presented in the Fee Study, it is recommended that the City consider adopting the fees shown in Figure 1.

FIGURE 1 - SUMMARY OF PROPOSED FEES

City of Coalinga	Fee ¹				
	City		SCI		
	Annually			Unit	
Fee Description					
Pre-Application	\$	525	\$	-	per application
Regulatory Permit Application	\$	2,744	\$	-	per application
Annual Commercial Cannabis Regulatory Permit (All Types)	\$	8,576	\$	16,142	per permit ²
Annual Commercial Cannabis Regulatory Permit - Cultivation (additional fee per 20,000 canopy sq.ft. increment) [indoor/outdoor]	\$	329	\$	1,703	per permit ³
Annual Regulatory Permit Renewal	\$	406	\$	-	per application
Employee Permit - Background and Livescan	\$	606	\$	-	per employee
Employee Permit Renewal	\$	43	\$	-	per employee
Employee Badge Replacement	\$	29	\$	-	per employee
Employee Transfer	\$	29	\$	-	per employee
Ink Fingerprint Rolling	\$	44	\$	-	per owner
Livescan Rolling	\$	55	\$	-	per owner
Livescan Processing Renewal	\$	29	\$	-	per owner

Notes:

¹ Proposed fees are rounded to the nearest dollar.

² Cannabis Businesses will be charged annually a flat rate of \$8,576 per permit.
Each additional permit for the same business at the same premise, as defined in the Coalinga Municipal Code, Adopted Section 9-5.126, shall be charged 50% of the applicable fee.

³ Cannabis Businesses with a business license for cultivation [indoor/outdoor] will be charged an additional \$329 for each 20,000 incremental canopy square footage.

COMMERCIAL CANNABIS REGULATORY PERMIT APPLICATION REVIEW FEES

This section determines the costs and associated fees to review applications and permit commercial cannabis businesses in the City.

The codes for staff representing City Administration are as follows:

ACM=Assistant City Manager	A=Accountant
AS=Assistant Secretary	AC=Account Clerk III
PC=Police Chief	FC=Fire Chief
PO=Police Officer	FCA=Fire Captain
PT=Police Tech III	S=Secretary
FSD=Financial Services Director	DC=Division Chief
FSS=Financial Services Supervisor	C=Consultant

COMMERCIAL CANNABIS REGULATORY PERMIT APPLICATION FEES

The following fees will be collected at different phases of the application process:

- Pre-Application Meeting
- Regulatory Permit Application

PRE-APPLICATION MEETING FEE

The proposed Pre-Application Meeting Fee is \$525 and is due upon the day and time of the initial meeting with City staff. The application fee recovers the cost to perform comprehensive review of the application process and documents.

FIGURE 2 - PRE-APPLICATION MEETING FEE

General Tasks/Activities	City Administration					Total Labor	
	Public Works		Police Dept.			Hours	Cost
	ACM	AS	PC	PO	PT III		
<i>Fully Burdened Hourly Rate</i>	\$126	\$58	\$115	\$73	\$58		
Pre-Application Meeting	2.00	0.50	2.00	0.00	0.25	4.75	\$525
Total	2.00	0.50	2.00	0.00	0.25	4.75	\$525

Proposed Fee:

REGULATORY PERMIT APPLICATION

The Regulatory Permit Application review process includes a more intensive and detailed review of the application. The fee also recovers the cost to prepare for and attend City Council hearings. The proposed fee for the Regulatory Permit Application is \$2,744 per application and is due upon submittal of the application to the City.

FIGURE 3 - REGULATORY PERMIT APPLICATION FEE

General Tasks/Activities	City Administration						Total Labor	
	Public Works		Police Dept.			Fire Dept.		
	ACM	AS	PC	PO	PT III	DC	Hours	Cost
<i>Fully Burdened Hourly Rate</i>	\$126	\$58	\$115	\$73	\$58	\$100		
Regulatory Permit Review	6.00	1.00	12.00	1.00	0.25	1.00	21.25	\$2,377
City Council Hearing - Preparation	0.25	0.25	1.00	0.00	0.50	0.00	2.00	\$190
City Council Hearing - Attendance	0.50	0.00	1.00	0.00	0.00	0.00	1.50	\$178
Total	6.75	1.25	14.00	1.00	0.75	1.00	24.75	\$2,744

COMMERCIAL CANNABIS REGULATORY ANNUAL REGULATION AND INSPECTION FEES

ANNUAL COMMERCIAL CANNABIS REGULATORY PERMIT [ALL LICENSE TYPES]

Figure 4 shows the determination of the fee for full cost recovery for the annual regulation and inspection fee of all license types. Inspections will be performed quarterly and includes an annual financial audit. As shown, the proposed fee is \$8,576 annually per permit (City Staff conducting inspections; \$16,142 retaining services from Cannabis Consultant).

**FIGURE 4 – ANNUAL COMMERCIAL CANNABIS REGULATORY PERMIT [ALL LICENSE TYPES]
CITY STAFF ONLY**

General Tasks/Activities	City Administration									Total Labor	
	Public Works		Police Dept.		Finance Dept.				Fire Dept.		
	ACM	AS	PC	PO	FSD	FSS	A	AC	DC	Hours	Cost
<i>Fully Burdened Hourly Rate</i>	\$126	\$58	\$115	\$73	\$111	\$63	\$77	\$57	\$100		
Preparation	2.00	2.00	2.00	4.00	0.00	0.00	0.00	0.00	0.00	10.00	\$ 888
Facility Inspection (on-site)	0.00	0.00	0.00	10.00	0.00	0.00	0.00	0.00	0.00	10.00	\$ 727
Facility Inspection (video monitoring)	0.00	0.00	0.00	40.00	0.00	0.00	0.00	0.00	0.00	40.00	\$ 2,906
Accounting Services	0.00	0.00	0.00	0.00	4.00	4.00	5.00	16.00	0.00	29.00	\$ 1,986
Oversight and Reporting	2.00	1.00	3.00	4.00	4.00	4.00	0.00	4.00	2.00	24.00	\$ 2,069
Total	4.00	3.00	5.00	58.00	8.00	8.00	5.00	20.00	2.00	113.00	\$ 8,576

**FIGURE 5 – ANNUAL COMMERCIAL CANNABIS REGULATORY PERMIT [ALL LICENSE TYPES]
CITY STAFF & CANNABIS CONSULTANT**

General Tasks/Activities	City Administration									Outside Service	Total Labor	
	Public Works		Police Dept.		Finance Dept.				Fire Dept.	Cannabis		
	ACM	AS	PC		FSD	FSS	A	AC	DC	Consultant	Hours	Cost
<i>Fully Burdened Hourly Rate</i>	\$126	\$58	\$115		\$111	\$63	\$77	\$57	\$100	\$190		
Preparation	2.00	2.00	2.00		0.00	0.00	0.00	0.00	0.00	4.00	10.00	\$ 1,357
Facility Inspection (on-site)	0.00	0.00	0.00		0.00	0.00	0.00	0.00	0.00	14.00	14.00	\$ 2,660
Facility Inspection (video monitoring)	0.00	0.00	0.00		0.00	0.00	0.00	0.00	0.00	40.00	40.00	\$ 7,600
Accounting Services	0.00	0.00	0.00		4.00	4.00	5.00	16.00	0.00	0.00	29.00	\$ 1,986
Oversight and Reporting	2.00	1.00	3.00		4.00	4.00	0.00	4.00	2.00	4.00	24.00	\$ 2,539
Total	4.00	3.00	5.00		8.00	8.00	5.00	20.00	2.00	62.00	117.00	\$ 16,142

ANNUAL COMMERCIAL CANNABIS REGULATORY PERMIT -- CULTIVATION**[ADDITIONAL FEE PER 20,000 CANOPY SQ. FT. INCREMENT – INDOOR/OUTDOOR]**

In addition to the fee above, the proposed Annual Commercial Cannabis Regulatory Permit fee for a cultivation license for each additional 20,000 sq. ft. increment, indoor and/or outdoor is \$329 (\$1,703 with Cannabis Consultant).

**FIGURE 6 – ANNUAL COMMERCIAL CANNABIS REGULATORY PERMIT [CULTIVATION]
[ADDITIONAL FEE PER 20,000 CANOPY SQ. FT. INCREMENT – INDOOR/OUTDOOR]
CITY STAFF ONLY**

General Tasks/Activities	City Administration			Total Labor	
	Public Works	Police Dept.			
	ACM	PC	PO	Hours	Cost
<i>Fully Burdened Hourly Rate</i>	\$126	\$115	\$73		
Preparation	0.00	0.00	0.50	0.50	\$ 36
Facility Inspection (on-site)	0.00	0.00	1.00	1.00	\$ 73
Facility Inspection (video monitoring)	0.00	0.00	0.00	0.00	\$ -
Accounting Services	0.00	0.00	0.00	0.00	\$ -
Oversight and Reporting	1.00	0.50	0.50	2.00	\$ 220
Total	1.00	0.50	2.00	3.50	\$ 329

**FIGURE 7A – ANNUAL COMMERCIAL CANNABIS REGULATORY PERMIT [CULTIVATION]
[ADDITIONAL FEE PER 20,000 CANOPY SQ. FT. INCREMENT – INDOOR/OUTDOOR]
CITY STAFF & CANNABIS CONSULTANT**

General Tasks/Activities	City Administration		Outside Service	Total Labor	
	Public Works	Police Dept.	Cannabis		
	ACM	PC	Consultant	Hours	Cost
<i>Fully Burdened Hourly Rate</i>	\$126	\$115	\$190		
Preparation	0.00	0.00	2.00	2.00	\$ 380
Facility Inspection (on-site)	0.00	0.00	4.00	4.00	\$ 760
Facility Inspection (video monitoring)	0.00	0.00	0.00	0.00	\$ -
Accounting Services	0.00	0.00	0.00	0.00	\$ -
Oversight and Reporting	1.00	0.50	2.00	3.50	\$ 563
Total	1.00	0.50	8.00	9.50	\$ 1,703

ANNUAL REGULATORY PERMIT RENEWAL

The Annual Regulatory Permit Renewal fee recovers the cost of processing and reviewing Annual Cannabis Permit Renewal applications and issuance of the business permit. The proposed fee for the Annual Regulatory Permit Renewal is \$406 per application.

FIGURE 5 - ANNUAL REGULATORY PERMIT RENEWAL FEE

General Tasks/Activities	City Administration		Total Labor	
	Police Dept.		Hours	Cost
	PC	PT		
Fully Burdened Hourly Rate	\$115	\$58		
Permit Renewal	1.00	5.00	6.00	\$ 406
Total	1.00	5.00	6.00	\$ 406

OTHER FEES

In addition to the fees outlined in this Fee Study, there are other fees that permit holders will be required to pay. The tables below are defined as “other fees.”

Employee Permit – Background and Livescan

General Tasks/Activities	City Administration			Total Labor		Other Expense	
	Police Dept.			Hours	Cost	Fingerprinting Fees	Total Cost
	PC	PO	PT				
<i>Fully Burdened Hourly Rate</i>	\$115	\$73	\$58				
Background Check	0.00	5.50	1.50	7.00	\$ 487	\$ -	\$ -
DOJ Livescan Process*	0.25	0.00	0.50	0.75	\$ 58	\$ 32	\$ 32
Employee Livescan	0.00	0.00	0.50	0.50	\$ 29	\$ -	\$ -
Total	0.25	5.50	2.50	8.25	\$ 574	\$ 32	\$ 606

*FBI and DOJ Livescan Fingerprinting Fee is \$49, total cost = \$623

Employee Permit Renewal

General Tasks/Activities	City Administration		Total Labor	
	Police Dept.		Hours	Cost
	PC	PT		
<i>Fully Burdened Hourly Rate</i>	\$115	\$58		
Employee Permit Renewal	0.25	0.25	0.50	\$ 43
Total	0.25	0.25	0.50	\$ 43

Employee Badge Replacement

General Tasks/Activities	City Administration	Total Labor		
	Police Dept.	Hours	Cost	
	PT			
Fully Burdened Hourly Rate	\$58			
Employee Badge Replacement	0.50	0.50	\$	29
Total	0.50	0.50	\$	29

Employee Transfer

General Tasks/Activities	City Administration	Total Labor	
	Police Dept.	Hours	Cost
	PT		
<i>Fully Burdened Hourly Rate</i>	\$58		
Employee Transfer	0.50	0.50	\$ 29
Total	0.50	0.50	\$ 29

Ink Fingerprint Rolling

General Tasks/Activities	City Administration	Total Labor		Other Expense	
	Police Dept.	Hours	Cost	Fingerprinting Fee	Total Cost
	PT				
<i>Fully Burdened Hourly Rate</i>	\$58				
Ink Fingerprint Rolling Process	0.50	0.50	\$ 29	\$ 15	\$ 44
Total	0.50	0.50	\$ 29	\$ 15	\$ 44

Livescan Rolling Process

General Tasks/Activities	City Administration	Total Labor		Other Expenses	
	PD	Hours	Cost	Fingerprinting Fee	Total Cost
	PT				
<i>Fully Burdened Hourly Rate</i>	\$58				
Livescan Rolling Process	0.50	0.50	\$ 29	\$ 26	\$ 55
Total	0.50	0.50	\$ 29	\$ 26	\$ 55

Livescan Processing Renewal

General Tasks/Activities	City Administration	Total Labor	
	Police Dept.	Hours	Cost
	PT		
<i>Fully Burdened Hourly Rate</i>	\$58		
Live Scan Processing Renewal	0.50	0.50	\$ 29
Total	0.50	0.50	\$ 29

Additional other fees fall into these categories:

- Fees that apply in relation to cannabis operations as they would to any other permitted business operation or land-use entitlement in the City; and
- Fees that may be developed in relation to cannabis operations, but which are outside the scope of this Fee Study.
- In the event the state develops additional sub-license types, City staff may apply the nearest applicable fee based on a similar use determination.

Permit holders will be informed of additional fees in the usual course of applications and communications with the involved City departments.

GENERALLY APPLICABLE FEES

Existing fees that apply to cannabis operations include, for example, business license fees and building permit application fees. These fees generally apply to cannabis operations the same as they would to any other permitted business in City. Another example is the Conditional Use Permit Fee or Appeals Fee payable by any applicant other than an applicant for a cannabis operator permit. For example, if a third party (*e.g.*, any person other than a permit applicant) appeals a decision in relation the cannabis operator permit processes described identified above, that appellant will pay a nominal appeal fee. This amount is consistent with the fee that is generally applied for third-party appeals in planning processes brought by anyone other than the applicant.

REVIEW AND UPDATE OF FEES

This Fee Study has been prepared in the context of an emerging industry and regulatory framework for legalized cannabis in the State of California. It may be appropriate for the City to review and update the fees identified in this Fee Study:

- When the program under Article 15.04.610.270 has been implemented for a period of time sufficient for the City to have had an opportunity to review the actual costs incurred in processing applications and monitoring permits and to have achieved some efficiencies in processing applications and undertaking monitoring and compliance;
- If Article 15.04.610.270 is substantially amended such that the time and/or processes involved are substantially changed.

APPENDIX A – SURVEY OF CANNABIS REGULATORY FEES OF OTHER JURISDICTIONS

The figure below is a comparison of the cannabis permit and annual regulatory fees of City jurisdictions and other jurisdictions throughout California. The survey provides general information and is not intended to provide “apples-to-apples” comparisons. The survey illustrates that the City’s proposed fees are reasonable in the context of the fees that have been charged in other jurisdictions.

Survey of Regulatory Fees of Comparable Jurisdictions

Application Permit Fee		Annual Program Fee				
Jurisdiction		Retail	Cultivation	Distribution	Manufacturing	Inspections per year
City of Alameda	\$12,900	\$7,400	NA	\$4,400	\$8,500	1
City of Coalinga	\$3,269	\$8,576	\$8,576	\$8,576	\$8,576	4
City of Culver City	\$7,879+	\$27,771	\$27,771	\$27,771	\$27,771	NA
City of Hayward	\$5,000	\$15,000	\$15,000	\$15,000	\$15,000	1
City of Long Beach	\$3,552	\$2,946	\$2,946	\$2,946	\$2,946	NA
City of Merced	\$7,500	\$21,800	\$19,000	\$13,000	\$34,000	2-6
City of Oakland	NA	\$15,151	\$11,301	\$11,301	\$11,301	NA
City of Palm Springs	\$5,053	\$4,328	\$4,328	\$4,328	\$4,328	NA
City of Sacramento	NA	\$23,610	\$28,910	\$19,000	\$17,660	NA
City of San Bernardino	\$8,241	\$8,000	\$8,000	\$8,000	\$8,000	1
City of San Carlos	\$7,800	NA	\$11,400	\$5,500	\$19,800	2
City of San Jose	\$6,059	\$147,645	\$147,645	\$147,645	\$147,645	NA
City of S. San Francisco	\$7,528	\$15,274	\$15,274	\$15,274	\$15,274	NA
City of Vallejo	\$1,300	\$8,300	\$8,300	\$8,300	\$8,300	1

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

Subject: Approve MINUTES - September 16, 2021
Meeting Date: October 7, 2021
From: Marissa Trejo, City Manager
Prepared by: Shannon Jensen, City Clerk

I. RECOMMENDATION:

II. BACKGROUND:

III. DISCUSSION:

IV. ALTERNATIVES:

V. FISCAL IMPACT:

ATTACHMENTS:

	File Name	Description
▣	MINUTES_For_Approval_091621.pdf	Minutes - September 16, 2021

MINUTES CITY COUNCIL/SUCCESSOR AGENCY/PUBLIC FINANCE AUTHORITY MEETING AGENDA September 16, 2021

1. CALL TO ORDER 6:00PM

Council Members Present: Ramsey, Singleton, Adkisson, Horn

Others Present: City Manager Marissa Trejo, Assistant City Attorney Sebastian Silveira, , Assistant City Manager Sean Brewer, Financial Services Director Jasmin Bains, City Treasurer Dawn Kahikina, Administrative Analyst Mercedes Garcia, Public Works and Utilities Coordinator Larry Miller, and City Clerk Shannon Jensen

Council Members Absent: Ramirez

Others Absent: Chief of Police Darren Blevins and Fire Chief Greg DuPuis

Changes to the Agenda: None

*Motion by Horn, Second by Singleton to Approve the Agenda for the meeting of September 16, 2021. Motion **Approved** by Roll-Call 4/0 Majority Vote. (Ramirez – Absent)*

2. AWARDS, PRESENTATIONS, APPOINTMENTS AND PROCLAMATIONS

1. Active Transportation Overview and update on Implementation

Assistant City Manager Sean Brewer presented the Active Transportation Plan and an update on its implementation.

2. Presentation of Farm Workforce Modernization Act by Manuel Cunha

Mr. Manuel Cunha gave a brief presentation of the Farm Workforce Modernization Act of 2021 and requested the City Council consider signing a letter of support requesting the agricultural definition in the act be amended to include packing houses, processing facilities, and the like.

3. CITIZEN COMMENTS

The following individual(s) spoke under Citizen Comments:

Robin Scott spoke requested the City Council consider reinstating the second Public Comment section back into the agenda. Mrs. Scott also requested an additional crosswalk be added to Cambridge Ave near the side gate of Bishop Elementary and the painting curbs be evaluated and updated to allow for more parking.

The following individual(s) submitted written comments:

Greg Cody

4. PUBLIC HEARINGS

None

5. CONSENT CALENDAR

1. Approve MINUTES – September 2, 2021
2. Authorize Mayor to Sign and Send a Letter of Support for Farm Workforce Modernization Act of 2021 on behalf of the City of Coalinga

Mayor Ramsey pulled Item No. 5.2 for discussion.

Mayor Ramsey asked Mr. Cunha if there was anything more he would like to add, indicating none, Mayor Ramsey stated he was in favor of sending a letter of support.

3. Consideration and Approval of Bid Award for Fresno Street Rehabilitation
4. Approve the Use of Rubberized Tree Wells as an Alternative Approach to the Use of Conventional Tree Wells for Street Trees
5. Council Update Related to Installing Benches Throughout the City
6. Approve Contract Amendment with IGS Services to Allow Subcontracted Work Subject to City Manager Approval and Further Approving a Task Order to Perform Gas Modeling Services
7. Adopt Resolution No. 4045 Supporting and Implementing the “Timely Use of Funding” as Required by AB1012 for Candidate Federal Transportation Act, Cycle III Projects (STBG/CMAQ)
8. Approve Task Order with Blais and Associates to Develop a Grant Application Under the Bureau of Reclamation WaterSMART and Energy Efficiency Grant Program
9. Authorize City Manager to Execute a Contract Amendment with SWCA Environmental Consultants to Provide Environmental Services Related to the Master Trails Project (ATP Cycle 4 Grant Program)
10. Adopt Airport Hanger Inspection Policy for New Coalinga Municipal Airport

Councilman Horn pulled Item No. 5.10 for discussion.

Administrative Analyst Mercedes Garcia gave a brief overview of the item.

*Motion by Horn, Second by Singleton to Approve Consent Calendar Item Nos. 5.1 through 5.10. Motion **Approved** by Roll-Call 4/0 Majority Vote. (Ramirez – Absent)*

6. ORDINANCE PRESENTATION, DISCUSSION AND POTENTIAL ACTION ITEMS

1. Council Review and Consideration of the Engineers Report and Direction Related to the Rehabilitation of the Derrick Reservoir
Sean Brewer, Assistant City Manager

Assistant City Manager Sean Brewer gave a brief overview of the item and introduced Mr. Henry Liang of MKN & Associates. Mr. Liang presented the options for rehabilitating the Derrick Reservoir.

*Motion by Horn, Second by Singleton to Approve the Rehabilitation of the Derrick Reservoir with Alternative 1 as presented by MKN & Associates. Motion **Approved** by Roll-Call 4/0 Vote. (Ramirez – Absent)*

7. ANNOUNCEMENTS

City Manager's Announcements:

City Manager Marissa Trejo announced the City of Coalinga and the Chamber of Commerce will be holding a joint workshop to assist any local businesses who may be interested in applying for business assistance. The City continues to provide mortgage and utility assistance for those affected by COVID. Anyone interested in assistance is urged to contact Marissa Trejo at (559) 935-1533 x111. The City is not providing rental assistance at this time. For those interested in rental assistance they are urged to contact Westside Family Preservation located at the corner of Elm Avenue and Sixth Street, in the old courthouse.

Council Member's Announcements:

None

Mayor's Announcements:

Mayor Ramsey informed the public that the majority of the City Council, along with the City Manager, will be attending a conference in Sacramento during the week of September 20th.

8. FUTURE AGENDA ITEMS

Mayor Ramsey requested code enforcement efforts are increased in the city's alleyways.

Councilman Horn requested the new Code Enforcement Officer be introduced at a future City Council Meeting.

9. CLOSED SESSION

None

10. CLOSED SESSION REPORT

None

11. ADJOURNMENT 7:20 PM

Ron Ramsey, Mayor

Shannon Jensen, City Clerk

Date

From: [Greg Cody](#)
To: [info](#)
Subject: 09/16/2021 Council Citizen Comment
Date: Wednesday, September 15, 2021 1:36:31 PM

Councilman Singleton has sat silent like a bump on a log for more than two years. Suddenly he has become very vocal preaching to Council and the Citizens his opinions as to what he feels is Appropriate. Perhaps his next sermon can be how he feels it was Appropriate to suggest a Respectable Female City Official to perform a very Perverted, Insulting, Degrading Sex Act in order to stop being harassed by a fellow Councilman.

Regards, Greg Cody

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

Subject: Rejection of Claim for Damages Presented by Astra Felder
Meeting Date: October 7, 2021
From: Marissa Trejo, City Manager
Prepared by: Mercedes Garcia, Senior Administrative Analyst

I. RECOMMENDATION:

It is recommended that the City Council reject the claim for damages presented by Astra Felder.

II. BACKGROUND:

Mrs. Felder filed a claim with the City of Coalinga (see attached) on August 29, 2021 for damage to personal property. The claim was sent to George Hills Company for review. After review and investigation of the claim it was determined the City did not have notice of a dangerous condition of public property prior to the occurrence of this incident.

III. DISCUSSION:

George Hills Company recommends the claim be rejected due to Government Code section 835 which applies to this claim and states that a public entity is not liable for damage or injury arising out of a dangerous condition of public property unless the public entity creates the dangerous condition or they have notice of the dangerous condition for a sufficient time prior to the occurrence of the damage or injury to have taken measures that would have prevented the damage or injury.

Except as provided by statute, a public entity is liable for injury caused by a dangerous condition of its property if the plaintiff establishes that the property was in a dangerous condition at the time of the injury, that the injury was proximately caused by the dangerous condition, that the dangerous condition created a reasonably foreseeable risk of the kind of injury which was incurred, and that either: (a) A negligent or wrongful act or omission of an employee of the public entity within the scope of his employment created the dangerous condition; or (b) The public entity had actual or constructive notice of the dangerous condition under Section 835.2 a sufficient time prior to the injury to have taken measures to protect against the dangerous condition.

IV. ALTERNATIVES:

Accept claim as presented by Astra Felder.

V. FISCAL IMPACT:

The fiscal impact will be determined by Council decision.

ATTACHMENTS:

File Name	Description
 Felder_Astra_Claim_for_Damages_Form.pdf	Felder Astra Claim for Damages



CITY OF COALINGA

LIABILITY CLAIM FOR DAMAGES TO PERSON OR PROPERTY

CITY CLERK'S DATE STAMP:

AUG 11 2021
ufo

RETURN TO:

CITY OF COALINGA
OFFICE OF THE CITY CLERK
155 WEST DURIAN
COALINGA, CA. 92870

DISTRIBUTION:

- ☐ CITY ADMINISTRATOR
☐ CITY ATTORNEY
☐ FINANCE DEPARTMENT (Original/1)
☐ INSURANCE ADJUSTER
☐ DEPARTMENT: _____
☐ CITY CLERK'S LOG

1. Claims for death, injury to person, or to personal property must be filed not later than six (6) months after the occurrence (Gov. Code Sec. 911.2).
2. Claims for damages to real property must be filed not later than one (1) year after the occurrence (Gov. Code Sec. 911.2).
3. READ ENTIRE CLAIM FORM BEFORE FILING.
4. ATTACH SEPARATE SHEETS, IF NECESSARY, TO GIVE FULL DETAILS.

Astra Felder
NAME OF CLAIMANT
680 Hazelhurst Way Coalinga CA 93240
HOME ADDRESS OF CLAIMANT CITY/STATE/ZIP HOME TELEPHONE NO. 3
BUSINESS ADDRESS OF CLAIMANT CITY/STATE/ZIP BUSINESS TELEPHONE NO. _____

ADDRESS TO WHICH CLAIMANT DESIRES NOTICES OR COMMUNICATIONS SENT REGARDING THIS CLAIM (if different from home address):
680 Hazelhurst Way Coalinga CA 93240

WHEN DID DAMAGE OR INJURY OCCUR?

DATE: 7/22/21
TIME: 4:20 ☐ A.M. ☒ P.M.

PLACE OF ACCIDENT (OCCURRENCE) - BE SPECIFIC - Describe fully and (if applicable) locate on diagram on reverse side of this sheet. Where appropriate, give street names and addresses and measurements for landmarks.
Fence in backyard of 680 Hazelhurst Way. Fence separates addresses 680 Hazelhurst and 640 Hazelhurst Way.

HOW DID DAMAGE OR INJURY OCCUR?
City workers cut tree on Elm street behind residence and tree fell onto fence. Fence is no longer aligned which compromises entire fence stability.

WERE POLICE AT SCENE? ☐ YES ☒ NO WERE PARAMEDICS AT SCENE? ☐ YES ☒ NO

WHAT PARTICULAR ACT OR OMISSION DO YOU CLAIM CAUSED THE INJURY OR DAMAGES? (Give name of City employee causing the injury or damage, if known.)
City Landscapers

GIVE TOTAL AMOUNT OF CLAIM: (Include estimate of amount of any prospective injury or damage) \$ 5915

HOW WAS THE AMOUNT OF CLAIM COMPUTED? (Be specific, list doctor bills, repair estimates, etc.)
PLEASE ATTACH TWO (2) ESTIMATES.

DAMAGES INCURRED TO DATE:

ITEM/DATE	<u>91 Feet of Fencing, 3 corners 8/27/21</u>	AMOUNT:	\$ <u>5915</u>
ITEM/DATE	_____	AMOUNT:	\$ _____
ITEM/DATE	_____	AMOUNT:	\$ _____
ITEM/DATE	_____	AMOUNT:	\$ _____
TOTAL AMOUNT CLAIMED AS OF PRESENTATION OF THIS CLAIM:		AMOUNT:	\$ _____

ESTIMATED PROSPECTIVE DAMAGES AS FAR AS KNOWN:

ITEM/DATE	<u>91 Feet of Fencing, 3 corners 8/27/21</u>	AMOUNT:	\$ <u>5915</u>
ITEM/DATE	_____	AMOUNT:	\$ _____
ITEM/DATE	_____	AMOUNT:	\$ _____
ITEM/DATE	_____	AMOUNT:	\$ _____
TOTAL ESTIMATED PROSPECTIVE DAMAGES:		AMOUNT:	\$ _____

CITY OF COALINGA
LIABILITY CLAIM FOR DAMAGES TO PERSON OR PROPERTY

AUG 11 2021

WITNESSES TO DAMAGE OR INJURY: (List all persons known to have information. (Use attachment if necessary.)

NAME: Astra Felder NAME: _____
ADDRESS: 1630 Hazelhurst way ADDRESS: _____
TELEPHONE: _____ TELEPHONE: () _____

IF INJURY, GIVE NAME, ADDRESS, TELEPHONE, DATE & TIME OF DOCTOR(S) OR HOSPITAL(S) VISITED:

DOCTOR: _____ TELEPHONE: _____
ADDRESS: _____ DATE/TIME: _____
HOSPITAL: _____ TELEPHONE: _____
ADDRESS: _____ DATE/TIME: _____

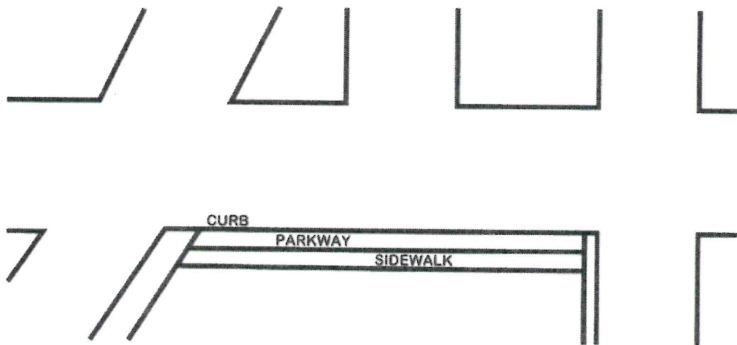
PLEASE READ THE FOLLOWING CAREFULLY:

For all vehicle accident claims, place on following diagram, the names of streets, including NORTH, EAST, SOUTH AND WEST directions. Indicate place of accident by "X" and by showing house numbers or distances to street corners.

If a City vehicle was involved, designate by letter "A" location of the City vehicle when you first saw it, and by "B" location of yourself or your vehicle when you first saw City vehicle; location of City vehicle at time of accident by "A-1" and location of yourself or your vehicle at the time of the accident by "B-1" and the point of impact by "X".

NOTE: IF A DIAGRAM BELOW DOES NOT FIT THE SITUATION, ATTACH A PROPER DIAGRAM SIGNED BY CLAIMANT.

No vehicle involved



I HAVE READ THE FOREGOING CLAIM AND KNOW THE CONTENTS THEREOF; AND CERTIFY THAT THE SAME IS TRUE OF MY OWN KNOWLEDGE EXCEPT AS TO THOSE MATTERS WHICH ARE HEREIN STATED UPON MY INFORMATION AND BELIEF; AND AS TO THOSE MATTERS I BELIEVE THEM TO BE TRUE.

I CERTIFY (OR DECLARE) UNDER PENALTY OF PERJURY THAT THE FOREGOING IS TRUE AND CORRECT.

Astra Felder
SIGNATURE OF CLAIMANT OR AGENT
ACTING ON BEHALF OF CLAIMANT

Astra Felder
TYPE OR PRINT NAME

8/20/21
DATE

Self
RELATIONSHIP TO CLAIMANT

NOTE: PRESENTATION OF A FALSE CLAIM IS A FELONY
(CALIFORNIA PENAL CODE 72)

Installation Proposal - Fencing

Date: 08/20/2021



Pricing will be honored up to seven (7) days from initial quote date listed above.

Store #:	2730	PSE Name:	Joe Cresmer
Customer Name:	Kevin Chatham	2 nd Customer Name:	
Customer Phone:	9095200836	Customer Email:	/
Installation Address:	680 Hazelhurst Way	City, State, Zip:	Coalinga Ca

1. Project Preparation Process	2. Installation Process	3. Clean-up/Final Inspection
<ul style="list-style-type: none"> Dedicated project support staff keeps you up-to-date through every process Installer conducts Pre-Installation Inspection Provides appropriate protection to home during installation Obtain & post any necessary permits 	<ul style="list-style-type: none"> Mark and prepare post hole locations Install posts and backfill holes with concrete Install fence material (gates, hardware, fasteners, etc.) Remove/haul away existing fencing material Follow all Health and Safety Guidelines 	<ul style="list-style-type: none"> Complete final clean-up and haul away all job-related debris Test product & perform complete inspection with customer Review warranty information

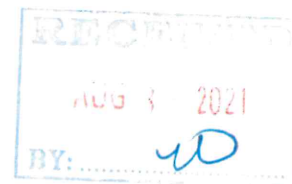
Additional Project Considerations:

(e.g. HOA Requirements, gate placement, obstructions, scope of work, pets, parking etc.)

trees will need to be circumvented, 1 walk gate, 91 In feet of dog ear

Additional Notes & Product Description:

Install 91 In ft of 6' dog ear pickets with 3 braces and a 4 ft walk gate.



Total Investment:	\$ 5915
Lowe's Finance Offer Included:	
Quote Good Until:	08/25/2021

Additional charges may apply for permit fees. Installation services guaranteed by Lowe's labor warranty & available thru independent contractors, licensed, & registered where applicable. License numbers & certifications held by or on behalf of Lowe's Home Centers, LLC: AK #CONE39289 Business License #1001769; AZ #ROC291645, #ROC302577; CA #991832; CT #HIC0639387, #MCO.0903044; DE #1993102010; FL #CCC1326824, #CGC1508417; GA #GCLTQA00042, #GCLT-CO000421; HI #C-33489; IL #104016796; IA #C110383; ID #RCE-38637; LA #LMP2481, #CBC#69642; MA #CS-081810; MD #107639; MI #2102144445, #2101165238; MN #BC692087, Bond #MB682496; NY-New York City #HIC2013543, #HIC2013631, #HIC2013535, #HIC2013629, #HIC2026792; NV-#0079079; OK #48191, 002337, 16238; OR #202237; RI #20575; TN #64743, #3070; TX #TACLB24674E, #EC-29349, HVAC246; WA #LOWESHCB63DH; WV #WV014656. See Lowes.com/licensing for current license numbers.

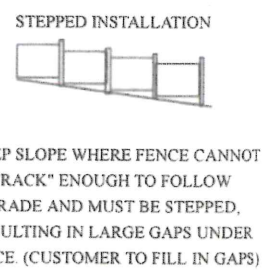
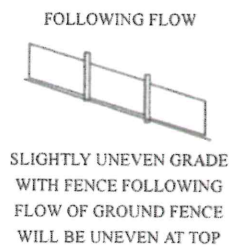
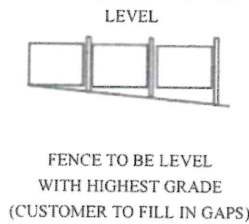
IMPORTANT: This is an estimate only. This estimate is subject to change and does not bind you or Lowe's. This estimate is not a contract nor will it modify any future contract you may sign with Lowe's for the installation services. You may accept this proposal only by signing the appropriate Services Solutions Installed Sales Contract with Lowe's and making payment according to the terms and conditions therein. (Estimate good for 7 days). Installation fees will be, and additional charges may be, based on total product required to fulfill order (including waste). If you would like to discuss the measurements or would like a copy of this document, please contact the Lowe's Store Associate. Please review your contract carefully for all charges prior to signing.



Fencing Quote/Specification

CHATHAM	KEVIN	1073	1
Customer Last Name	Customer First Name	Store #/Branch Name	Customer Lead/PO#
680 Hazelhurst Way	COALINGA	CA	93210
Customer Address	City	State	Zip
91			
Home Phone#	Work Phone#	Cell Phone#	Cross Street 1
			Cross Street 2

FENCE INSTALLATION RELATED TO GRADE:

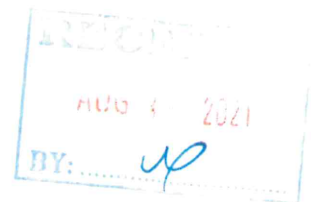


OPTION 1	<input checked="" type="checkbox"/> LEVEL	<input type="checkbox"/> FOLLOWING FLOW	<input type="checkbox"/> STEPPED INSTALLATION
	Material: Redwood	Style: Privacy good neighbor DE	
	Height: 6'	Footage: 91'	If Gates: 1ea. 4' walk
	Post Cap: N/A	Color: Natural	Rail Type: 2x4 3-rail system
	Post Type: PostMaster Steel	Picket Type: 1x6x6' Dog Ear	Estimate: \$4954.00
OPTION 2	<input type="checkbox"/> LEVEL	<input type="checkbox"/> FOLLOWING FLOW	<input type="checkbox"/> STEPPED INSTALLATION
	Material:	Style:	
	Height:	Footage:	If Gates:
	Post Cap:	Color:	Rail Type:
	Post Type:	Picket Type:	Estimate: \$
OPTION 3	<input type="checkbox"/> LEVEL	<input type="checkbox"/> FOLLOWING FLOW	<input type="checkbox"/> STEPPED INSTALLATION
	Material:	Style:	
	Height:	Footage:	If Gates:
	Post Cap:	Color:	Rail Type:
	Post Type:	Picket Type:	Estimate: \$

This quote is valid for 7 days

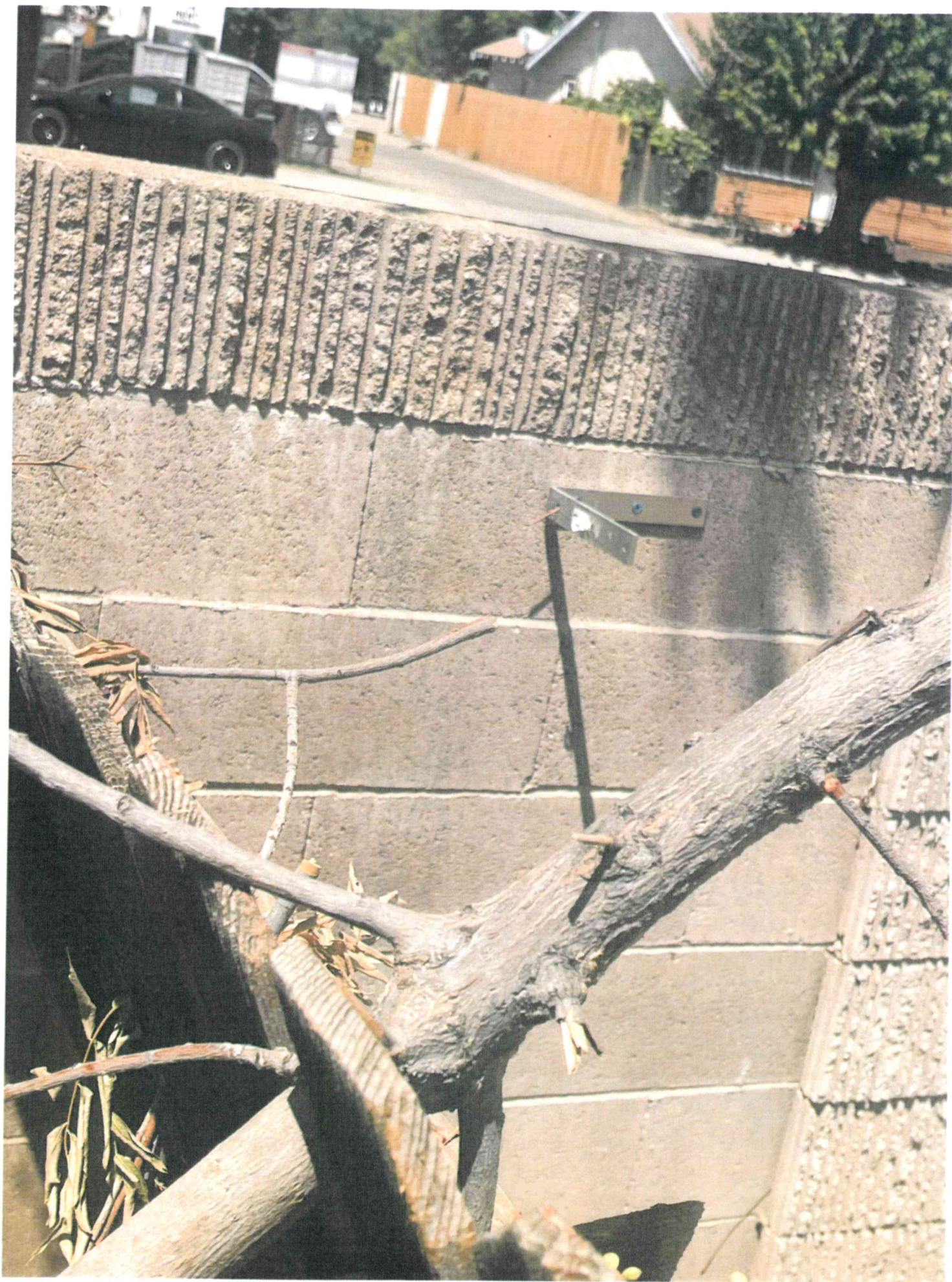
NOTES:

Install includes all removal and proper disposal of existing fence being replaced. Installing a 6' dog ear good neighbor fence with galvanized steel posts in a 3 2x4 rail system. This also includes the return to the home and a 4' walk gate all inclusive.









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

Subject: Approve Memorandum of Understanding (MOU) between the City of Coalinga and Coalinga Police Officers' Association
Meeting Date: Thursday, October 7, 2021
From: Marissa Trejo, City Manager
Prepared by: Marissa Trejo, City Manager

I. RECOMMENDATION:

City Manager recommends approving the MOU.

II. BACKGROUND:

The City of Coalinga have met and negotiated in good faith. The proposed MOU is attached.

III. DISCUSSION:

IV. ALTERNATIVES:

Do not approve.

V. FISCAL IMPACT:

ATTACHMENTS:

	File Name	Description
□	POA_MOU.pdf	MOU

MEMORANDUM OF UNDERSTANDING

BETWEEN AND FOR

CITY OF COALINGA

AND

**COALINGA POLICE
OFFICERS' ASSOCIATION**

July 1, 2021 — June 30, 2024

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MOU BETWEEN CITY OF COALINGA & COALINGA POA

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MEMORANDUM OF UNDERSTANDING

This Memorandum of Understanding is made and entered into on July 1, 2021, by and between the City of Coalinga, hereinafter referred to as the "City," and the Coalinga Police Officers' Association, hereinafter referred to as the "Association".

ARTICLE I
INTENT AND PURPOSE

SECTION 1.01. INTENT AND PURPOSE. The intent and purpose of this Agreement is to foster open communication and a spirit of good will between the employees of the City represented by the Coalinga Police Officers' Association, a recognized unit of representation, and the City of Coalinga, a Municipal Corporation and political subdivision of the State of California, regarding the mutual obligation of the parties to meet and confer in "good faith" regarding wages, benefits, and other terms and conditions of employment as required by that section of the California Government Code known as the Meyers-Milias-Brown Act.

ARTICLE II
FULL UNDERSTANDING

SECTION 2.01. FULL UNDERSTANDING. The Association and the City agree that during the negotiations which resulted in this Agreement, each had the unlimited right and opportunity to make demands and proposals with respect to any subject or matter within the scope of bargaining and that this present document represents the full and complete understanding and agreement of the parties on the terms and conditions of employment specifically addressed herein.

ARTICLE III
RECOGNITION AND NON-DISCRIMINATION

SECTION 3.01. RECOGNITION AND COVERED EMPLOYEES. The City hereby confirms its continued recognition of the Association as the exclusive representative of all regular full time and probationary employees within the job classification listed below as covered by this Agreement, subject to an individual employee's right to self-representation as provided by Government Codes Section 3502.

Employees in the following classifications are covered by this agreement:

Police Sergeant
Police Corporal
Police Officer

Police Technician III
Police Technician II
Police Technician I

Management, temporary, volunteers, reservists, part-time, and civilian employees of the Police Department are not included in the recognized unit of representation and are not covered by this agreement.

SECTION 3.02. NON-DISCRIMINATION. The City and the Association agree that there will be no discrimination against any employees because of race, religious creed, color, sex, sexual harassment, national origin, age, marital status, medical condition, sexual orientation, physical or mental disability or any other basis protected by federal, state, or local law or ordinance or regulation.

SECTION 3.03. ASSOCIATION AFFILIATION. The City and the Association agree to protect the rights of all employees to exercise their free choice to join or refrain from joining the Association.

SECTION 3.04. PARTICIPATION IN UNION ACTIVITIES. The City agrees not to intimidate any employee or attempt to restrain any employee or in any way limit the full and free expression of any employee's rights to participate in the Association's lawful activities. The Association and its members agree not to intimidate, restrain, or otherwise punish any employee exercising their right to full and free expression and their right to join or not join the Association or participate in Association activities.

ARTICLE IV

DUES DEDUCTION

SECTION 4.01. DUES DEDUCTION. The City agrees to withhold from Association member's pay, the appropriate amount required by the Association for dues. The amount to be withheld shall be the annual amount required pro rata on a bi-weekly basis. The member, prior to withholding, shall be required to sign an authorization for the City to withhold such an amount. In addition, the City agrees to forward to the appropriate Association representative, the total amount withheld on a bi-weekly period within a reasonable time following the pay period.

ARTICLE V

AUTHORIZED REPRESENTATIVES

SECTION 5.01 AUTHORIZED REPRESENTATIVES. For purposes of administering the terms and provisions of the various ordinances, resolutions, rules, and regulations adopted with this Memorandum of Understanding, the City's principal authorized agent shall be the City Manager or designated representative(s), the Association's principal authorized agent shall be the President of the Association or designated representative. In addition to the President, up to three members of the Association may be designated to represent the Association. Such designation shall be in written form and signed by the President.

SECTION 5.02. TIME OFF FOR REPRESENTATIVES. The City will allow reasonable time off for the Association's representatives to attend meetings with City representatives for the purpose of

negotiating a successor agreement, processing grievances pursuant to the City's grievance procedure, and representing Association members in internal discipline matters. However, the Police Chief, the City Manager or an authorized representative of the City, must approve any such time in advance. No more than two (2) Association representatives may be released from work at one time. However, nothing shall prevent "off duty" representatives from attending to any Association matters.

ARTICLE VI

HOURS AND WORKING CONDITIONS

SECTION 6.01. WORK SCHEDULES. The City will make every effort to avoid five (5) day back-to-back work schedules except under extenuating circumstances. A five-day back-to-back work schedule would result in the employee working ten (10) days straight without a day off. The parties agree to an alternative "4/10" work schedule for Records staff. The alternative work schedule may be terminated at any time by the City Manager or the affected Records employees in the CPOA by providing a two-week notice in writing.

SECTION 6.02. WORK SCHEDULE CHANGES.

A. Officers and Police Technicians will receive work schedules at least three weeks prior to implementation.

B. Any change to the posted work schedule that affects an employee requires at least three weeks' prior notice to the affected employee except in situations where such a change is necessitated by event(s) beyond the City's control. If the City changes an employee's schedule without giving three weeks' notice, the City shall pay each affected employee a stipend of \$25. This stipend is paid per occurrence, not per shift. For example, if a scheduled change is required that is in the City's control and such change affects multiple shifts the City will pay the employee \$25 because the schedule was changed without notice on one (1) occasion.

SECTION 6.03. OVERTIME

A. **DEFINITION.** Overtime is defined as assigned and authorized, or otherwise permitted time actually worked beyond the established 40 hours for non-sworn personnel and 171 hours in a 28-day period for sworn personnel pursuant to the 7k exemption. All hours worked up to 171 hours in a 28-day period for sworn personnel are pensionable through the California Public Employees' Retirement System (PERS). Sick leave, vacation, holidays and compensatory time will not count as hours worked for the purposes of computing overtime.

B. **BASIC RATE.** Except as otherwise provided in this Memorandum of Understanding, at the Police Chiefs discretion, compensation for overtime shall be either one and one half (1 1/2) times the regular rate of pay or one and one half (1 1/2) hours compensatory time for each hour worked.

C. **COMPENSATORY TIME.** Employees may accumulate up to 400 hours of compensatory time. Employees with 400 hours of compensatory time will receive overtime pay and not be eligible to earn additional compensatory time. Employees may cash out compensatory time in excess of 200 hours once each calendar year. Employees wishing to cash out these hours must submit a written request to payroll by December 1 to receive payment through regular payroll on or about December 15.

D. **CONVERSION OF COMPENSATORY TIME.** Employees may convert compensatory time accruals over 80 hours to pay for all or a portion of dependent health care premiums, to an AFLAC health account, or to employee's ICMA 457 Deferred Compensation Plan, pursuant to maximum annual contribution regulations established by the Internal Revenue Service. With respect to a deferred compensation conversion, employees who qualify must notify the Financial Services Department of their decision to convert compensatory time by December 1 and conversion shall take place by December 15.

SECTION 6.04. CALLBACK PAY. Employees called back to work by the Police Chief or a designated representative shall be paid a minimum of four (4) hours straight-time pay or one and one half (1 1/2) times regular rate of pay or one and one half (1 1/2) hours compensatory time for each hour worked if the employee works in excess of 40 hours for non-shift personnel or 80 hours for shift personnel in a pay period. The Police Chief may elect to fill station staffing needs personally or by the Commander when, in the Chief's judgment, the best interest of the department would be served.

SECTION 6.05. COURT PAY. Employees subpoenaed to appear in court in connection with their official duties on a regularly scheduled day off, and who are called to report to court, shall receive a minimum of four (4) hours straight-time pay or one and one half (1 1/2) times regular rate of pay or one and one half (1 1/2) hours compensatory time for each hour worked if employee works in excess of 40 hours for non-shift personnel and 80 hours for shift personnel in a pay period.

SECTION 6.06. STANDBY PAY. Employees ordered by the Chief or authorized designee to stand by for court time or for other operational functions and restricted as to their movement while off duty shall be entitled to standby pay. Standby pay shall be calculated as follows: One and one half times the employee's regular hourly rate times twenty-five percent ($1.5 \times \text{regular hourly rate} \times 25\% = \text{standby pay rate}$). Standby pay shall be paid for fifty-percent (50%) of the time the employee is required to standby, but in no event shall the pay be less than the pay for a one-hour minimum, calculated in accordance with the standby pay formula herein described. For example: Assume an employee was asked to standby for a four (4) hour period. If the employee's regular hourly rate is \$20.00 per hour, the calculation for the Standby Pay would be $\$20.00 \times 1.5 \times .25 = \7.50 per hour. Four (4) hours $\times \$7.50 = \30.00 . If the employee were on standby for 1/2 hour, the employee should be paid the minimum (1 hour's pay).

SECTION 6.07. ANNUAL TRAINING. The City will make every effort to provide each officer 40 hours and each dispatcher 24 hours of annual training. However, both the City and the Association recognize that staff size and availability may make this training goal difficult to achieve.

ARTICLE VII

WAGES

SECTION 7.01. WAGES. The salary plan is located in Attachment "A". Said salary plan shall remain in effect for all job classifications throughout the term of this agreement.

SECTION 7.02. SALARY ADJUSTMENT. All Sworn POA members shall receive a salary increase of 10.0% effective July 1, 2021, no salary increase in July 2022, and, a salary increase of 2.50% effective July 1, 2023.

SECTION 7.03. OUT-OF-CLASS PAY. It is agreed between the parties that employees requested to work out-of-class must do so for four (4) complete consecutive shifts to receive out-of-class pay. The rate to be paid shall be the first step in the salary range of the position being filled. In the event that rate of pay would result in an increase of less than five percent (5%), the employee will be paid a minimum of five (5%) over the employee's base salary. Police Officer's shall be entitled to a five percent (5%) pay differential over their base salary rate if required to act in the capacity of Watch Commander for a full shift. This differential does not apply to Sergeants and Corporals. The Watch Commander assignment is primarily an assignment filled by a Sergeant. Corporals are required to assume the duties and responsibilities of the Sergeant in the absence of the Sergeant in accordance with their job descriptions.

SECTION 7.04. EDUCATIONAL ACHIEVEMENT COMPENSATION / TRAINING INCENTIVE PAY.

A. POST Certification over and above that required or desirable for a position will be paid as follows:

1. Police Officers and Corporals possessing an Intermediate POST Certificate shall be entitled to an additional one and one quarter percent (1.25%) above base pay, or
2. Police Officers and Corporals possessing an Advanced POST Certificate shall be entitled to an additional two and one half percent (2.5%) above base pay,
3. Sergeants possessing an Advanced POST Certificate shall be entitled to an additional two and one half percent (2.5%) above base pay.

B. Educational Achievement Compensation for Police Science, Criminal Justice and/or related fields of study that pertain to the services provided by the Coalinga Police Department shall be as follows for all employees irrespective of rank and pay grade.

1. Associate of Arts/Associate of Science - one and one quarter percent (1.25%) above base pay, or
 2. Bachelor of Arts/Bachelor of Science - two and one half (2.5%) above base pay.
- C. The degree must be from an accredited institution and documented by the City Manager.
- D. The maximum Education and Training pay for any combination of Education and/or Training shall be five percent (5%) above base pay.

SECTION 7.05. LONGEVITY PAY. Beginning the pay period following the tenth (10th) anniversary date of service to the City, an employee shall be entitled to longevity pay of one and one half percent (1.5%) above base pay. Beginning the pay period following the fifteenth (15th) anniversary date of service to the City, an employee shall be entitled to longevity pay of an additional one and one half percent (1.5%) of base pay. Beginning the pay period following the twentieth (20th) anniversary date of service to the City, an employee shall be entitled to longevity pay of an additional one and one half percent (1.5%) above base pay. Longevity pay only applies if the employee has had no safety violations or formal disciplinary actions in the most recent 12-month period immediately preceding the pay and an overall rating of competent on the most recent annual performance evaluation.

SECTION 7.06. TRAINING PAY.

- A. Police Officers designated as Field Training Officers for trainees will be additionally compensated at a flat rate of \$75 per month. Such designation will be on a monthly basis at the discretion of the Police Chief, and shall be made in writing and shall specify the nature of the assignment as well as the beginning and ending date of the training assignment. Both the Human Resources and Financial Services Department shall be provided with a copy of any such written directive. Sergeants and Corporals are ineligible for field training officer pay because the prescribed duty of these positions includes such field training and/or the supervision of those providing the training.
- B. Non-Sworn employees may be designated to train new employees in specialized tasks such as public safety dispatching and to periodical provide training to existing employees regarding changing procedures, rules, regulations, department and city policies, and or the use of new equipment, etc. This does not include routine orientation and familiarization training provided to new employees. An employee designated by the Chief of Police to provide such training will be additionally compensated at a flat rate of \$75.00 per month. Any such assignments shall be made in writing and shall specify the nature of the assignment as well as the beginning and ending date of the training assignment. Both the Human Resources and Financial Services Department shall be provided with a copy of any such written directive.

SECTION 7.07. CANINE OFFICER PAY.

A. The City agrees to provide premium pay of \$200.00 per month to officers designated by the Chief of Police as Canine Officers, effective upon assignment by the Chief of Police and continuing until assignment is completed.

B. Canine Officers shall receive two hours overtime pay per week in addition to their regular pay as full compensation for the time required to care for the animals. In addition, the City will pay for food, veterinary, training and other expenses associated with the proper housing and care of the animal.

SECTION 7.08. SHIFT DIFFERENTIAL PAY.

A. Members assigned to work graveyard shift for the scheduled work period shall receive an additional one percent (1 %) above base pay. Shifts designated as Graveyard and Night are the graveyard shift.

B. In the event of an extended shift, the differential on the overtime shall be the same as the assigned shift.

ARTICLE VIII

VACATION, SICK AND HOLIDAY LEAVE

SECTION 8.01. VACATION ACCRUAL. Employees shall receive three (3) weeks paid vacation for a total of 120 hours annually. Vacation accrual is capped at 480 hours.

SECTION 8.02. VACATION USE.

A. Vacation time shall be scheduled in advance and the schedule will be submitted to the Police Chief for approval on an annual basis, and may be rescheduled by the Police Chief when necessary

B. New employees may begin using accrued vacation time after date of employment. However, it is understood that use of vacation time remains at the discretion of the Police Chief, consistent with the provisions of Paragraph A.

SECTION 8.03. HOLIDAY LEAVE. Employees accrue 96 hours in lieu of prescribed holidays. Holiday time accrues at 3.6923 hours each pay period and is reflected as part of vacation accruals. Holiday time shall be scheduled in the same manner as prescribed in Section 8.02A.

SECTION 8.04. HOLIDAY VACATION BUY BACK. At the employee's request, the City will convert, at the then current rate of pay, employee's vacation/holiday hours in excess of 280 hours. The payroll office will make one end-of-fiscal-year transfer and one end-of-calendar-year transfer to the ICMA 401 Retirement Plan, the ICMA 457 Deferred Compensation Plan, or cash out the excess to the employee. Contributions to the ICMA 401 or ICMA 457 pursuant to maximum annual contribution regulations established by the Internal Revenue Service. Employees who elect to

cash out the excess shall receive a separate check on or about the last payroll of each fiscal and calendar year. The maximum buy back amount remains at 200 hours per fiscal year.

SECTION 8.05. MAXIMUM SICK LEAVE ACCRUAL. Employees shall receive a total of 96 hours a year in sick leave. The maximum accrual for sick leave is 800 hours. Employees leaving in good standing after completing ten (10) years of service and having a sick leave balance that exceeds 640 hours will receive compensation for 10% of the balance or 110 hours, whichever is less. Employees who retire from the City will receive compensation for 25% of their balance or 160 hours, whichever is less.

SECTION 8.06. CONVERSION OF SICK LEAVE. Effective July 1, 2010, employees may convert sick leave accruals over 192 hours to pay for all or a portion of dependent health care premiums, to an AFLAC health account, to repay any balance due under Section 9.09. Gun Purchase Program, and to employee's ICMA 457 Deferred Compensation Plan, pursuant to maximum annual contribution regulations established by the Internal Revenue Service. With respect to a deferred compensation conversion, employees who qualify must notify payroll of their decision to convert sick leave by December 1 for conversion to take place by December 15 and by June 1 for conversion to take place by June 15. The maximum fiscal year conversion remains 96 hours.

ARTICLE IX

HEALTH AND WELFARE

SECTION 9.01. HEALTH AND LIFE INSURANCE COMMITTEE The parties agree the committee is composed of two (2) members from each of the five bargaining units and two (2) members from the non-represented group of City employees. Each member serves as a representative for their bargaining unit or non-represented group. The Personnel Officer attends all committee meetings on behalf of the City but is a non-voting party. The committee is expected to meet periodically to review the City's health and life insurance plans and alternative options. Each committee member is entitled to a vote. The committee's recommendations for plan changes will be presented to the City Manager and City Council via the Personnel Officer. The Personnel Officer will prepare guidelines for the committee members explaining responsibilities, as well as the member appointment and removal procedures and present to the committee no later than August 31, 2009.

SECTION 9.02. CHANGES IN BENEFITS. The City shall make every reasonable effort to give the Association adequate notice of any proposed material changes in employee benefits or insurance carriers, in order to allow the Association to request to meet and confer and to hold meetings with the City about the proposed changes. Beginning the first pay period in July 2021, the City will provide increased health insurance premium contributions to POA members who elect Dependent coverage through the City's health insurance plan.

SECTION 9.03. RETIREMENT PLAN.

The parties agree that the City and members will participate in a CalPERS defined benefit plan with a formula of “2% at 55 for Classic Members” and a “2% at 62 for PEPRAs Members”. PEPRAs Members will contribute an amount not to exceed 12.208% of reportable compensation toward their retirement plan, and Classic Members contribute an amount not to exceed 7.0% of reportable compensation toward their retirement.

This section does not alter or affect the 457 Deferred Compensation Plan.

SECTION 9.04. DEFERRED COMPENSATION. The City continues to support and agree with the Association that employees may voluntarily participate in the ICMA 457 Deferred Compensation Plan. The City agrees to continue to match fifty percent (50%) of an employee's contribution up to a maximum of three percent (3.0%) of the employee's annual salary.

SECTION 9.05. COMPREHENSIVE BENEFITS PACKAGE.

The City will continue to provide its employees a comprehensive Health, Dental, Vision, Life, and Disability benefits package that consists of the following:

- A. Medical, hospital, chiropractic, dental and vision. The City's cost of the coverage is 100% for employees and 57.5% for dependents on the HMO plan. Employees pay 42.5% of the premium costs for dependent coverage for the HMO plan. Employees may elect to enroll in a PPO plan rather than the HMO plan. Employees who elect the PPO plan will pay the difference in employee and dependent coverage between the HMO plan and the PPO plan.
- B. Life Insurance. An employee's life and accidental death and dismemberment policy is at no cost to the employee. The face amount of the insurance for non-management employees is \$50,000.
- C. Additional Life Coverage. Employees have an option to increase their life insurance coverage in units of \$10,000 to a maximum of \$250,000. Additional Life in excess of \$50,000 is subject to medical underwriting approval. Dependents life insurance for spouse and children is also available. The employee through payroll deductions pays the expense of the additional coverage.
- D. Employee Assistance Program. Employees have access to an Employee Assistance Program (EAP) for work life services, and legal and financial counseling.
- E. Long-Term Disability Plan. Employees have income protection in case of a long-term disability. The employee through payroll deductions pays the expense of the additional coverage.

SECTION 9.06. CALIFORNIA LABOR CODE SECTION 4850. The City agrees to pay Police Officers, Corporals, and Sergeants who are injured in the course and scope of their employment as if they were entitled to the benefits of California Labor Code Section 4850.

SECTION 9.07. POLICE GYM. The Coalinga Police Officers' Association converted the Coalinga Department Annex (old police station) into a gym at their own expense, with the City reserving the right to use this facility as an emergency Operations Center at any time there is an emergency within the City of Coalinga. A lease shall be executed between the City of Coalinga and the Coalinga Police Officers' Association for the use of said facilities. The use of the Coalinga Police Department gym will be restricted to Police Department personnel who will sign a release that they will use the gym at their own risk (Exhibit B).

9.08 RETIREMENT COMMITTEE.

The City and Association have agreed to form a Retirement Committee. As such, Section 9.08. Retirement Committee has been added to read:

The parties agree to the formation of a Retirement Committee to research alternative retirement options.

The parties agree the committee is composed of two (2) members from each of the five bargaining units and two (2) members from the non-represented group of City employees. Committee members are to be selected by the employees in the affected unit or group, and will be responsible to represent the interests of those employees. Though there will be two (2) members from each unit or group, there will be only one (1) vote for a total of six (6) votes. In the event of a tie vote, the issue shall go to the City Manager for his recommendation for adoption by the City Council.

9.09. GUN PURCHASE PROGRAM. The City agrees to purchase a Department approved firearm per Department Policy and Procedure Manual Section 312 (to include handgun, rifle, shotgun, and accessories) for any employee which total cost does not exceed \$1200.00 per fiscal year. The employee agrees to repay the City the total balance of the firearm and/or accessories over the next twenty-six (26) pay periods following the purchase of the firearm and/or accessories by payroll deduction.

If the employee separates employment with the City for any reason, the employee must either pay the City in full for the remaining balance for the firearm and/or accessories or relinquish all rights to the firearm and/or accessories for use with the Department or sell the firearm and/or accessories at fair market value.

Employees take full responsibility for the firearm should it be lost, stolen or used unlawfully.

ARTICLE X
UNIFORMS

SECTION 10.01. UNIFORM ALLOWANCES. The City agrees to provide the following annual uniform allowances:

Position

Police Sergeants Police Corporals Police Officers..... \$1200.00
Police Technicians \$1200.00

The uniform allowance will be paid to each employee with two (2) checks in the amount of \$600 each for Police Officers, Corporals, and Sergeants and Police Technicians will receive two (2) checks in the amount of \$300 each. Uniform allowance payments will be paid on or about each succeeding April 1 and October 1. New full-time employees will receive an advanced uniform allowance check for 50% of their annual uniform allowance when initially hired. This advance must be repaid if the employee leaves City employment prior to six (6) months of employment.

SECTION 10.02. BALLISTIC VEST. The replacement schedule is to be the responsibility of the Police Department and Police Officers' Association. All II A ballistic vests being replaced, if in good condition, shall be issued to reserve police officers.

ARTICLE XI
CITY RIGHTS

SECTION 11.01. CITY RIGHTS. Except as otherwise provided in this Agreement or by law, the City has and retains the sole and exclusive rights and functions of management, including, but not limited to the following:

1. To determine the nature and extent of services to be performed, as well as the right to determine and implement its public function and responsibility.
2. To manage all facilities and operations of the City, including the methods, means and personnel by which the City operations are to be conducted.
3. To schedule working hours and assign work that provides the best use of manpower resources.
4. To establish, modify, or change work schedules or standards.
5. To direct the working forces, including the right to hire, assign, promote, demote or transfer any employees.
6. To determine the location of all plants and facilities.

7. To determine the layout of machinery, equipment or materials to be used.
8. To determine processes, techniques, methods, and means of all operations including changes or adjustments of any machinery or equipment.
9. To determine the size and composition of the workforce.
10. To determine policy and procedures affecting the selection or training of an employee.
11. To establish, assess, and implement employee performance standards, including, but not limited to quality and quantity standards, the assessment of employee performance, and the procedures for said assessment.
12. To control and determine the use and location of City property, material, machinery, and/or equipment.
13. To schedule the operation of and to determine the number and duration of shifts.
14. To determine safety, health, and property protection measures.
15. To transfer work from one job to another or from one location or unit to another.
16. To introduce new, improved or different methods of operations, or to change existing methods.
17. To lay off employees for lack of work, lack of funds, or any other reason.
18. To reprimand, suspend, discharge or otherwise discipline employees.
19. To establish, modify, or eliminate job classifications.
20. To promulgate, modify, and enforce work and safety rules and regulations.
21. To take such other and further actions as may be necessary to organize and operate the City in the most efficient and economical manner and in the best interest of the public it serves.

ARTICLE XII
GRIEVANCE PROCEDURE

SECTION 12.01. GRIEVANCE PROCEDURE. All covered employees, and the Association on its own behalf, shall be entitled to use the provisions of the City's existing grievance procedure.

ARTICLE XIII
AMERICANS WITH DISABILITIES ACT

SECTION 13.01. AMERICANS WITH DISABILITIES ACT. The City and the Association recognize that the City has an obligation under law to meet with individual employees who allege a need for reasonable accommodations in the workplace because of a disability. If due to the previously mentioned requirement, the City contemplates actions to provide reasonable accommodation to an individual employee in compliance with the ADA, which are in potential conflict with any provision of this Memorandum of Understanding, the Association will be advised of any such proposed accommodation prior to any implementation by the City.

ARTICLE XIV
FUTURE NEGOTIATIONS

SECTION 14.01. FUTURE NEGOTIATIONS. It is desirable and advantageous to both the City and the Association that a new Memorandum of Understanding be agreed upon and in place upon the expiration of this existing Agreement. To that end, the parties agree as follows:

1. The Association will submit to the City Manager no later than the fifteenth day of September immediately preceding the expiration of this Agreement and prior to any meeting between the City's negotiation team, a preliminary proposal for the period beginning upon expiration of this Memorandum of Understanding.
2. Both parties agree to make a good faith effort to complete negotiations prior to the first day of December immediately preceding expiration of this Memorandum of Understanding. A good faith effort would include, but not limited to:
 - a. Reasonable agreement of and attendance at negotiation meetings between the City and the Association representatives.
 - b. Reasonable and expedient disbursement and communication by each party to its respective governing body (i.e., City Council and the Association members) of any proposal made by the other party when necessary or agreed upon.
 - c. Open and continued communication between the parties during negotiations until agreement is reached.

ARTICLE XV
DURATION OF AGREEMENT

SECTION 15.01. DURATION OF AGREEMENT. Except as set forth in this document, the MOU shall become effective July 1, 2021 following ratification by the Association and adoption by the City Council and shall remain in full force, effect to, and including June 30, 2024.

For City of Coalinga

Date: _____

By: _____
Marissa Trejo

For Coalinga Police Officers Association

Date: _____

By: _____
Chris Montoya

Attachment A

City of Coalinga Police Pay Scale (CPOA Sworn)

Effective: July 1, 2021

Approved: September 16, 2021

Revised: September 16, 2021

Grade	Position	Step A	Step B	Step C	Step D	Step E	Step F
18	Police Officer						
	Annually	\$55,690.96	\$58,475.56	\$61,398.74	\$64,469.08	\$67,692.56	\$71,077.24
	Monthly	\$4,640.91	\$4,872.96	\$5,116.56	\$5,372.42	\$5,641.04	\$5,923.10
	Bi-Weekly	\$2,141.96	\$2,249.06	\$2,361.49	\$2,479.58	\$2,603.56	\$2,733.74
	Hourly	\$26.7745	\$28.1132	\$29.5186	\$30.9948	\$32.5445	\$34.1717
20	Police Corporal						
	Annually	\$64,469.08	\$67,692.56	\$71,077.24	\$74,631.18	\$78,184.60	\$82,094.22
	Monthly	\$5,372.42	\$5,641.04	\$5,923.10	\$6,219.27	\$6,515.38	\$6,841.19
	Bi-Weekly	\$2,479.58	\$2,603.56	\$2,733.74	\$2,870.43	\$3,007.10	\$3,157.47
	Hourly	\$30.9948	\$32.5445	\$34.1717	\$35.8804	\$37.5888	\$39.4684
22	Police Sergeant						
	Annually	\$71,077.24	\$74,631.18	\$78,184.60	\$82,094.22	\$90,301.95	\$94,817.32
	Monthly	\$5,923.10	\$6,219.27	\$6,515.38	\$6,841.19	\$7,525.16	\$7,901.44
	Bi-Weekly	\$2,733.74	\$2,870.43	\$3,007.10	\$3,157.47	\$3,473.15	\$3,646.82
	Hourly	\$34.1717	\$35.8804	\$37.5888	\$39.4684	\$43.4144	\$45.5852

City of Coalinga Police Pay Scale (CPOA Sworn)

Effective: July 1, 2023

Approved: September 16, 2021

Revised: September 16, 2021

<u>Grade</u>	<u>Position</u>	<u>Step A</u>	<u>Step B</u>	<u>Step C</u>	<u>Step D</u>	<u>Step E</u>	<u>Step F</u>
18	Police Officer						
	Annually	\$57,083.00	\$59,937.28	\$62,933.52	\$66,080.82	\$69,384.90	\$72,853.82
	Monthly	\$4,759.92	\$4,994.77	\$5,244.46	\$5,506.74	\$5,782.08	\$6,071.15
	Bi-Weekly	\$2,195.50	\$2,305.28	\$2,420.52	\$2,541.57	\$2,668.65	\$2,802.07
	Hourly	\$27.4438	\$28.8160	\$30.2565	\$31.7696	\$33.3581	\$35.0259
20	Police Corporal						
	Annually	\$66,080.82	\$69,384.90	\$72,853.82	\$76,496.94	\$80,139.28	\$84,144.84
	Monthly	\$5,506.74	\$5,782.08	\$6,071.15	\$6,374.75	\$6,678.27	\$7,012.07
	Bi-Weekly	\$2,541.57	\$2,668.65	\$2,802.07	\$2,942.19	\$3,082.28	\$3,236.34
	Hourly	\$31.7696	\$33.3581	\$35.0259	\$36.7774	\$38.5285	\$40.4543
22	Police Sergeant						
	Annually	\$72,853.82	\$76,496.94	\$80,139.28	\$84,144.84	\$92,559.48	\$97,187.48
	Monthly	\$6,071.15	\$6,374.75	\$6,678.27	\$7,012.07	\$7,713.29	\$8,098.96
	Bi-Weekly	\$2,802.07	\$2,942.19	\$3,082.28	\$3,236.34	\$3,559.98	\$3,737.98
	Hourly	\$35.0259	\$36.7774	\$38.5285	\$40.4543	\$44.4997	\$46.7248

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

Subject: Adopt Resolution No. 4046 Supporting and Implementing the "Timely Use of Funding" as Required by AB1012 for Candidate Federal Transportation Act, Cycle III Projects (STBG/CMAQ)
Meeting Date: October 7, 2021
From: Marissa Trejo, City Manager
Prepared by: Sean Brewer, Assistant City Manager

I. RECOMMENDATION:

It is recommended that the Coalinga City Council repeal Resolution No. 4045, and Adopt Resolution 4046 supporting and implementing the "Timely Use of Funding" as required by AB 1012, Project Delivery Schedules for the Federal Transportation Act Cycle III Projects in the Surface Transportation Block Grant Program (STBG) and Congestion Mitigation Air Quality (CMAQ) Grant Program with an amended project scope.

II. BACKGROUND:

On September 16, 2021 the City Council approved Resolution No. 4045 for submission of Federal and State Transportation funds for STBG and CMAQ for the following projects:

- **Paving Various Alleys** - Project cost is estimated around \$600,000. Below is a list of alleys being proposed (this list may change based on overall budget)
- **Coalinga East Polk Street Bike/Ped Safety and Connectivity Initiative** - (Partially funded ATP 5 Project. Staff is seeking funding to cover the cost of right-of-way and construction. Fresno COG ATP 5 regional bid awarded the City \$218,000 to cover design and partial right-of-way.
- **Phelps Ave Reconstruction from Posa Chanet to City Limits** - This has the lowest PCI of all eligible arterials in the Pavement Management System.
- **Citywide Rubberized Chip and Cape Seal Project** - Various streets determined based on Pavement Condition Index (PCI) from Streetsaver.

After approval of said resolution, it was discovered that the citywide rubberized chip and cape seal project would not be eligible for funding because there were several "local roads" included on the list which are not eligible under this program, only arterials and major collectors. This in turn resulted in a less than competitive project.

III. DISCUSSION:

Staff has updated the previous resolution to replace the cape seal project with a re-surfacing project consisting of Cherry Lane west of Elm Ave and Lucille Ave between Elm Ave and Monterey. Both of these

roads are classified as arterials and qualify for funding and were chosen as they have the lowest pavement Index of all eligible streets.

Grant funding provides an important revenue stream to help offset costs of transportation needs in the City. STBG grants require the city to provide matching funds in the minimum amount of 11.47% of the total project costs. Matching funds will be provided by the City from the various street fund revenues. Tri-City Engineering and the City's Grant writing team (Blais and Associates) are currently developing the grant applications, project cost estimates and construction schedule in anticipation of the October/November application deadline.

IV. ALTERNATIVES:

None - this resolution is required as a condition of funding should the City be awarded STBG and CMAQ funds.

V. FISCAL IMPACT:

There is no initial fiscal impact by adopting this resolution. However, the City will be required to provide matching funds of 11.47% if funding is approved. These funds will be provided by the local street funds.

ATTACHMENTS:

File Name	Description
 RESO#4046_2021_CMAQ_STBG_100721.pdf	Resolution No. 4046

RESOLUTION NO. 4046

A RESOLUTION OF THE CITY OF COALINGA CITY COUNCIL SUPPORTING AND IMPLEMENTING THE “TIMELY USE OF FUNDING” AS REQUIRED BY AB1012 FOR CANDIDATE 2021 FEDERAL TRANSPORTATION ACT PROJECTS CMAQ: EAST POLK CONNECTIVITY AND ALLEY PAVING PROJECTS; STBG: PHELPS REHABILITATION, CHERRY LANE AND LUCILLE AVENUE IMPROVEMENTS PROJECT

WHEREAS, AB 1012 has been enacted into State Law in part to provide for the “timely use” of State and Federal funding; and

WHEREAS, the City of Coalinga is able to apply for and receive Federal and State funding under the Federal Transportation Act;

WHEREAS, the City desires to ensure that its projects are delivered in a timely manner to preclude the Fresno Region from losing those funds for non-delivery; and

WHEREAS, it is understood by the City that failure for not meeting project delivery dates for any phase of a project may jeopardize federal or state funding to the Region; and

WHEREAS, the City must demonstrate dedicated and available local matching funds; and

NOW THEREFORE BE IT RESOLVED, that the City Council hereby agrees to ensure that all project delivery deadlines for all project phases for Congestion Mitigation and Air Quality and Surface Transportation Block Grant Program projects will be met or exceeded.

BE IT FURTHER RESOLVED, that failure to meet project delivery deadlines may be deemed as sufficient cause for the Fresno Council of Governments Policy Board to terminate an agency’s project and reprogram Federal/State funds as deemed necessary.

BE IT FURTHER RESOLVED that the City Council does direct its management and engineering staffs to ensure all projects are carried out in a timely manner as per the requirements of AB 1012 and the directive of the City Council.

PASSED AND ADOPTED, by the City of Coalinga City Council at a regularly scheduled meeting held on this **7TH day of October, 2021**.

AYES:

NOES:

ABSTAIN:

ABSENT:

APPROVED:

ATTEST:

Ron Ramsey, Mayor

City Clerk/Deputy City Clerk

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

Subject: Consideration of Bid Award for La Cuesta Lift Station Upgrade Project
Meeting Date: October 7, 2021
From: Marissa Trejo, City Manager
Prepared by: Sean Brewer, Assistant City Manager

I. RECOMMENDATION:

It is recommended that the Coalinga City Council:

- Award a contract in the amount of \$512,280.00 to W.M. Lyles Co., 525 W. Alluvial Ave., Fresno, CA 93711 for the La Cuesta Lift Station Upgrade Project. It is also recommended that a contingency of 10% (\$51,228.00) be included in the Council action to cover any unforeseen incidentals for a total authorization amount of \$563,508.00.
- Increase the FY22 budget for the La Cuesta lift station amount from \$300,000 to \$563,508 to adjust to the increase in estimated costs.

II. BACKGROUND:

In April 2021, the Coalinga City Council directed staff to prepare construction plans and technical specifications and authorized a call for bids for the La Cuesta Lift Station Upgrade Project. The project is part of the January 2021 approved La Cuesta Sewer Lift Station Pump Replacement and Power Supply Project.

The project will replace the existing pumps with solids handling submersible pumps within the existing wet well, provide an updated power supply, and controls. The 70-foot force main will also be replaced as part of the project. Improving the lift stations accessibility and safety will be included in the proposed improvements.

This is a needed project as during the course of design the second pump had failed and was working on manual bypass. staff has fixed the problem but it is not expected to be a permanent fix therefore, needing this improvement.

III. DISCUSSION:

City Staff received and opened four bids for this project on September 21, 2021, at 2:00 p.m.. W.M. Lyles Co., was the apparent low bidder with a total bid proposal of \$512,280.00. The Engineer's Estimate was \$430,800.00. The entire bid summary is included as Attachment "A". W.M. Lyles Co., has furnished the required bid bond. If the City Council decides to award the project to W.M. Lyles Co., and the "Notice to Proceed" is issued, the contractor will have 180 working days to complete the work. The following is a tentative schedule:

Award of Contract: October 7, 2021

Start of Construction:	November 7, 2021
Completion of Construction:	June 6, 2022

IV. ALTERNATIVES:

The alternative to this council action would be to reject all bids. If all bids are rejected, the City would have to re-advertise or cancel the project. Staff believes that re-advertising the project will not result in lower bids as this was shown to be extremely competitive.

V. FISCAL IMPACT:

Total authorization request for this contract is \$512,280.00 with an additional 10% contingency of \$51,228.00 for a total of \$563,508.00. This project is funded by the sewer fund. There will be no fiscal impact to the General Fund. The sewer fund has adequate reserves (cash) to cover the increased costs associated with this project.

ATTACHMENTS:

	File Name	Description
▣	Bid_Results.pdf	La Questa Bid Results
▣	2888_Bid_Summary.pdf	La Questa Bid Summary

**Bid Results****City of Coalinga****La Cuesta Lift Station Upgrade Project****Project No. PW 21-009 / #2888****CITY OF COALINGA***The Sunny Side of the Valley*

Bid Date: September 21, 2021
2:00 PM, Tri City Engineering

	Bidder	Base Bid
1	W.M. Lyles Co.	\$ 512,280.00
2	GSE Construction Company, Inc.	\$ 569,400.00
3	Brough Construction, Inc.	\$ 598,669.00
4	SW Construction, Inc.	\$ 666,754.00
5		
6		
7		

Sub List

A-C Electric, Fresno

Techno Coatings, Anaheim

Yukon Fence, Bakersfield

Pacific Steel Group, Fresno

Tri City Engineering
 4630 W. Jennifer Ave., #101
 Fresno, CA 93722-5415
 Tel: 559.447.9075
 Fax: 559.447-9074
 info@tricityengineering.com

City of Coalinga
 155 W. Durian Ave
 Coalinga, CA 93210
 Tel (559) 935-1533
 Fax (559) 935-1184

City of Coalinga
LA CUESTA LIFT STATION UPGRADE PROJECT

ATTACHMENT "A" Bids 1-4

PW 21-009					1		2		3		4	
Base Bid Items					W.M. Lyles Co.		GSE Construction Co., Inc.		Brough Construction, Inc.		SW Construction, Inc.	
Item	Description	Unit	Qty.	Engineer's Est.	Unit Price	Extension	Unit Price	Extension	Unit Price	Extension	Unit Price	Extension
1	MOBILIZATION	LS	1	\$ 17,000.00	\$ 17,800.00	\$ 17,800.00	\$ 25,000.00	\$ 25,000.00	\$ 38,800.00	\$ 38,800.00	\$ 41,250.00	\$ 41,250.00
2	SUBMERSIBLE PUMPS AND ACCESSORIES	LS	1	\$ 46,000.00	\$ 60,500.00	\$ 60,500.00	\$ 175,000.00	\$ 175,000.00	\$ 145,533.00	\$ 145,533.00	\$ 104,529.00	\$ 104,529.00
3	LIFT STATION SITE PIPING AND VALVES	LS	1	\$ 28,000.00	\$ 81,100.00	\$ 81,100.00	\$ 90,000.00	\$ 90,000.00	\$ 90,637.00	\$ 90,637.00	\$ 144,450.00	\$ 144,450.00
4	WETWELL IMPROVEMENTS	LS	1	\$ 63,000.00	\$ 11,000.00	\$ 11,000.00	\$ 60,000.00	\$ 60,000.00	\$ 28,483.00	\$ 28,483.00	\$ 59,993.00	\$ 59,993.00
5	CONTROLS	LS	1	\$ 70,000.00	\$ 131,600.000	\$ 131,600.00	\$ 10,000.00	\$ 10,000.00	\$ 32,456.00	\$ 32,456.00	\$ 179,312.00	\$ 179,312.00
6	ELECTRICAL	LS	1	\$ 40,000.00	\$ 27,300.000	\$ 27,300.00	\$ 35,000.00	\$ 35,000.00	\$ 79,950.00	\$ 79,950.00	\$ 32,500.00	\$ 32,500.00
7	SITE WORK	LS	1	\$ 25,000.00	\$ 67,100.000	\$ 67,100.00	\$ 105,600.00	\$ 105,600.00	\$ 63,338.00	\$ 63,338.00	\$ 23,437.00	\$ 23,437.00
8	DEMOLITION OF EXISTING PUMPS AND PIPING	LS	1	\$ 12,000.00	\$ 47,900.000	\$ 47,900.00	\$ 10,000.00	\$ 10,000.00	\$ 22,433.00	\$ 22,433.00	\$ 25,000.00	\$ 25,000.00
9	6" FORCE MAIN	LF	42	\$ 16,000.00	\$ 540.000	\$ 22,680.00	\$ 400.00	\$ 16,800.00	\$ 850.00	\$ 35,700.00	\$ 349.00	\$ 14,658.00
10	BYPASS PUMPING	LS	1	\$ 30,000.00	\$ 39,600.000	\$ 39,600.00	\$ 30,000.00	\$ 30,000.00	\$ 49,253.00	\$ 49,253.00	\$ 39,375.00	\$ 39,375.00
11	TRAFFIC CONTROL	LS	1	\$ 12,000.00	\$ 5,700.000	\$ 5,700.00	\$ 12,000.00	\$ 12,000.00	\$ 12,086.00	\$ 12,086.00	\$ 2,250.00	\$ 2,250.00
	BASE Bid Total			\$ 359,000.00		\$ 512,280.00		\$ 569,400.00		\$ 598,669.00		\$ 666,754.00
A1	Add Alternate 1 - Wetwell coating	LS	1		\$ 60,800.000	\$ 60,800.00	\$ 35,000.00	\$ 35,000.00	\$ 64,356.00	\$ 64,356.00	\$ 22,340.00	\$ 22,340.00
Base Bid with ALTERNATE Summary				\$ 359,000.00		\$ 573,080.00		\$ 604,400.00		\$ 663,025.00		\$ 689,094.00

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

Subject: Installation of Electrical Service at Veterans Park - Informational Only
Meeting Date: October 7, 2021
From: Marissa Trejo, City Manager
Prepared by: Sean Brewer, Assistant City Manager

I. RECOMMENDATION:

This is for information only, as requested by the Council as a future agenda item.

II. BACKGROUND:

The Council requested information about bringing power to Veterans Park such as costs and scope.

III. DISCUSSION:

Staff in working with the City Engineer developed a cost estimate for bringing electrical service to Veterans Park on Sunset Street. The cost estimate includes work that will be completed by an electrical contractor with PG&E providing a service drop from the power pole in the alley across Sunset to a splice box where the contractor will directional drill the conduit across Sunset to the park. The City Engineer also added a 25% contingency to the project to make sure we are covered for the PG&E rule 16 work. Depending on the scope of onsite work desired by the Council (what is to be energized) the cost could increase slightly. The majority of the cost is requesting and running the new service.

The preliminary estimate is approximately \$68,000. A copy of the preliminary cost estimate is attached.

IV. ALTERNATIVES:

None as this is informational only.

V. FISCAL IMPACT:

If the Council would like to pursue this further all costs associated with this effort would be fully burdened by the General Fund.

ATTACHMENTS:

File Name	Description
2928_OPBC_Cost_Est_093021.pdf	Preliminary Cost Estimate



4630 W. Jennifer Ave. Suite 101
 Fresno, CA 93722-6415
 (559) 447-9075
 Fax: (559) 447-9074
 www.TriCityEngineering.com

PRELIMINARY ENGINEER'S OPINION OF PROBABLE COST
City of Coalinga - Veterans Park new Electric Meter Service
JN 2928

Created: 09/30/21

GENERAL ITEMS

Item No.	Description	Unit	Qty.	Unit Price	Extension
1	MOBILIZATION/GENERAL REQUIREMENTS	LS	1	\$ 2,500.00	\$ 2,500.00
2	TRENCH SHORING AND WORKER SAFETY	LS	1	\$ 2,000.00	\$ 2,000.00
3	TRAFFIC CONTROL	LS	1	\$ 3,500.00	\$ 3,500.00
ST-G				GENERAL ITEMS SUBTOTAL	\$ 8,000.00

ELECTRICAL ITEMS

Item No.	Description	Unit	Qty.	Unit Price	Extension
4	ELECTRICAL CONDUIT AND WIRE	LF	105	\$ 20.00	\$ 2,100.00
5	CALTRANS NO. 3 1/2 ELECTRICAL PULL BOX	EA	1	\$ 500.00	\$ 500.00
6	24"X36" ELECTRICAL PULL BOX	EA	1	\$ 1,200.00	\$ 1,200.00
7	TESCO 200 AMP SINGLE METER CONTROL PANEL	EA	1	\$ 3,500.00	\$ 3,500.00
8	PG&E RULE 16 POWER SERVICE DROP	LS	1	\$ 15,000.00	\$ 15,000.00
9	DIRECTIONAL DRILL CONDUIT	EA	105	\$ 100.00	\$ 10,500.00
ST-1				ELECTRICAL ITEMS SUBTOTAL	\$ 32,800.00

DESIGN ENGINEERING

Item No.	Description	Unit	Qty.	Unit Price	Extension
10	DESIGN ENGINEERING THROUGH BID AWARD	LS	1	\$ 8,000.00	\$ 8,000.00
11	CONSTRUCTION ENGINEERING SUPPORT	LS	1	\$ 5,600.00	\$ 5,600.00
ST-2				DESIGN ENGINEERING SUBTOTAL	\$ 13,600.00

SUMMARY OF CONSTRUCTION COST

Item No.	Description	Subtotal
ST-G	GENERAL ITEMS SUBTOTAL	\$ 8,000.00
ST-1	ELECTRICAL ITEMS SUBTOTAL	\$ 32,800.00
ST-2	DESIGN ENGINEERING SUBTOTAL	\$ 13,600.00
	CONSTRUCTION SUBTOTAL	\$ 54,400.00
	25% CONTINGENCY	\$ 13,600.00
	CONSTRUCTION TOTAL	\$ 68,000.00

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

Subject: Fire Department Quarterly Report
Meeting Date: 10/07/2021
From: Marissa Trejo, City Manager
Prepared by: Greg DuPuis, Fire Chief

I. RECOMMENDATION:

II. BACKGROUND:

III. DISCUSSION:

Fire Department quarterly report.

IV. ALTERNATIVES:

V. FISCAL IMPACT:

ATTACHMENTS:

	File Name	Description
□	2021_2nd_quarter_report.docx	2021 2nd Quarter Report



COALINGA FIRE DEPARTMENT



MEMORANDUM

Date: October 7, 2021

To: Honorable Mayor and Council Members
Marissa Trejo, City Manager

From: Greg DuPuis, Fire Chief

Re: Fire Department Quarterly Report

This quarterly report is for the months of April, May, and June 2021. In April there were 183 calls for service, May, 207 calls for service and June, 195 calls for service.

The EMS call volume is a 22% increase from this time frame in 2020 and 68% in 2019. Of those calls for service the breakdown is as follows:

APRIL

EMS: 172 (94% of total calls)

Fires: 6

1 building fire/cooking fire

1 grass/vegetation

4 outside trash/rubbish

Public Service: 4, which include public assist or smoke/odor removal without fire

False Alarms: 1

MAY

EMS: 190 (92% of total calls)

Fires: 7

1 mobile home fire

1 vehicle fire

3 grass/vegetation

2 outside trash/rubbish

Gas Leak: 1

Public Service: 7, which include public assist or smoke/odor removal without fire

False Alarms: 2

JUNE

EMS: 176 (98% of total calls)

Fires: 6

1 building fire/cooking fire

2 grass/vegetation

3 outside trash/rubbish

Gas Leaks: 2

Public Service: 10, which include public assist or smoke/odor removal without fire

False Alarms: 1

*Not listed are the calls that were dispatched but cancelled en route

EVENTS

During this period, the fire department had events outside of normal day to day operations.

On April 12th we started our first non-Safety personnel orientation. The non-Safety employees were brought on to add a third ambulance to our operations and will staff the 1st out ambulance to help with the increased call volume as well as maintain 4 firefighters in the city 90% of the time.

The department participated in multiple training events. Crews participated in the LUCAS device trial study. The LUCAS device is a hands-free CPR device that frees up more hands to perform more task during a cardiac arrest event. Non-safety employees trained with Fresno County Public Health on procedures for mobile vaccination clinics.

PREVENTION/PUBLIC EDUCATION

Crews participated in Derby days and held a pancake breakfast at the Fire Station. Crews participated in a Flag Day ceremony at the Elks Lodge.

4 non-safety employees and admin staff held a mobile vaccination clinic at Tera Glenn and West Hills apartments. 25 people total were vaccinated.

On the prevention side, the department completed 4 new business inspections.

STAFFING

We are currently at 18 out of 18 suppression personnel and 6 out of 6 non-safety personnel.

OVERTIME

The fire department used:

744 hours in April

816 hours in May

1272 hours in June

Majority of this overtime was due to two members being out on FMLA and we also had one employee out on Worker Comp for the entire time of this quarterly report.

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

Subject: Discussion, Direction and Potential Action regarding Repainting and Adding Reflectors to Crosswalk on Polk near Big 5 Sporting Goods
Meeting Date: Thursday, October 7, 2021
From: Marissa Trejo, City Manager
Prepared by: Marissa Trejo, City Manager

I. RECOMMENDATION:

This item was requested as a Future Agenda Item by Councilman Adkisson.

II. BACKGROUND:

III. DISCUSSION:

IV. ALTERNATIVES:

V. FISCAL IMPACT:

ATTACHMENTS:

File Name	Description
No Attachments Available	