



LINDSAY SUCCESSOR AGENCY AND CITY COUNCIL MEETINGS: REGULAR MEETING AGENDAS

251 E. Honolulu St., Lindsay, CA 93247
Tuesday, July 28, 2020 @ 5:55PM

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SUCCESSOR AGENCY MEETING

Notice is hereby given that the Lindsay Successor Agency will hold a regular Meeting, on July 28, 2020 via webinar only. The webinar address for members of the public is https://www.bigmarker.com/griswold_lasalle/July-28-2020-Lindsay-Council-Meeting Persons with disabilities who may need assistance should contact the Deputy City Clerk at least 24 hours prior to the meeting at (559) 562-7102 ext. 8020.

CALL TO ORDER: 5:55pm

ROLL CALL: Board Members Sanchez, Flores, Watson, Cortes & Chairperson Kimball

SA Item 1: Public Comment

The public is invited to comment on any subject under the jurisdiction of the Lindsay Successor Agency. Speakers shall be limited to three minutes. Unless otherwise indicated by the Chairperson, Public Comment period will end after 30 minutes. Blank speaker cards are on the back table. Give the completed speaker card to the Clerk before standing at the podium. Speakers should clearly state their name before they begin.

SA Item 2: Approve Meeting Minutes from January 14, 2020 Meeting Page SA 1

SA Item 3: Certification of Pledged Tax Revenues Presented by Juana Espinoza, Finance & Accounting Manager Pages SA 2-3

SA Item 4: Adjourn



LINDSAY SUCCESSOR AGENCY AND CITY COUNCIL MEETINGS: REGULAR MEETING AGENDAS

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CITY COUNCIL MEETING

CALL TO ORDER:	6:00pm
ROLL CALL:	Council Members Sanchez, Flores, Watson, Mayor Pro Tem Cortes & Mayor Kimball
PLEDGE:	Councilmember Watson
INVOCATION	To Be Announced

Item 1: Public Comment

The public is invited to comment on any subject under the jurisdiction of the Lindsay City Council, including agenda items, other than noticed public hearings. Speakers shall be limited to three minutes. Unless otherwise indicated by the Mayor, Public Comment period will end after 30 minutes. Blank speaker cards are on the back table. Give the completed speaker card to the Clerk before standing at the podium. Speakers should clearly state their name before they begin.

Item 2: Council Reports

City Council Members report on recent or upcoming events

Item 3: City Manager Update

City Manager or designee reports on recent or upcoming events

Item 4: Consent Calendar

Routine items approved in one motion unless item is pulled for discussion

Pages 4-28

1. Minutes from July 14, 2020 City Council Meeting
2. Resolution No. 20-34, Delegation of Authority to Execute Caltrans Sustainable Transportation Planning Grant, West Hermosa St. Corridor & Neighborhood Enhancement Plan Project Documents
3. Renewal of City of Lindsay's Declaration of Emergency
4. Approve Resolution No. 20-33, Approving Application(s) for Per Capita Grant Funds
5. Approval of City of Lindsay Speed Hump Program

Item 5: PUBLIC HEARING: FISCAL YEAR 2020-2021 ADOPTED OPERATING BUDGE, FIVE-YEAR CAPITAL IMPROVEMENT PLAN AND GANN APPROPRIATIONS LIMIT

Presented by Joseph M. Tanner, City Manager

Pages 29-125

Item 6: TULARE COUNTY REGIONAL TRANSIT AGENCY JOINT POWERS BOARD REPRESENTATIVES

Presented by Joseph M. Tanner, City Manager

Pages 126-153



LINDSAY SUCCESSOR AGENCY AND CITY COUNCIL MEETINGS: REGULAR MEETING AGENDAS

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Item 7: CANNABIS RETAIL REQUEST FOR PROPOSAL (RFP) REVIEW AND HDL CONTRACT
Presented by Joseph M. Tanner, City Manager
Pages 154-197

Item 8: SURFACE WATER TREATMENT PLAN DISINFECTION BY PRODUCTS MITIGATION
FEASIBILITY STUDY
Presented by Michael Camarena, Director of City Services and Planning
Pages 198-233

Item 9: WELLNESS CENTER UPDATE
Presented by Lisa Davis, Wellness/Aquatic/Recreation Supervisor

Item 10: Designate a Voting Delegate and Alternate(s) FOR THE 2020 LEAGUE OF
CALIFORNIA CITIES ANNUAL CONFERENCE
Presented by Joseph M. Tanner, City Manager
Pages 234-239

Item 11: Executive (Closed) Session
NONE

Item 12: Requests for Future Agenda Items
Presented by Councilmembers

Item 13: Adjourn
The next regular Lindsay City Council meeting will be held at 6:00PM on August 25, 2020.



SUCCESSOR AGENCY MEETING & LINDSAY CITY COUNCIL MEETING: REGULAR MEETING

251 E. Honolulu St., Lindsay, CA 93247
Tuesday, January 14, 2020 @ 6:00PM

SUCCESSOR AGENCY MEETING AGENDA

CALL TO ORDER: 5:55pm

ROLL CALL: Board Members Sanchez, Flores, Watson, Vice Chair Cortes & Chair Kimball
(Sanchez absent with notice; remainder were present)

Item 0: Public Comment

The public is invited to comment on any subject under the jurisdiction of the Lindsay Successor Agency, including agenda items, other than noticed public hearings. Speakers shall be limited to three minutes. Unless otherwise indicated by the Chair, Public Comment period will end after 30 minutes. Blank speaker cards are on the back table. Give the completed speaker card to the Clerk before standing at the podium. Speakers should clearly state their name before they begin.

- No public commented to the board

Item 1: Approve Meeting Minutes from January 8, 2019 Meeting Page SA 1

- No discussion

Motion:	To approve						
1 st	2 nd	Result	Kimball	Cortes	Watson	Flores	Sanchez
Watson	Flores	4-0 Approved	-	-	-	-	-

Item 2: Resolution SA20-01 Adopting the Recognized Obligation Payment Schedule for July 1, 2020 through June 30, 2020 Presented by Bret Harmon, Director of Finance Page SA 2-8

- Harmon presented the ROPS report.

Motion:	Approve resolution						
1 st	2 nd	Result	Kimball	Cortes	Watson	Flores	Sanchez
Cortes	Watson	4-0 approved	Yes	yes	Yes	yes	Absent

Item 3: Adjourn to City Council Meeting

- Adjourned

Materials related to an Agenda item submitted to the legislative body after distribution of the Agenda Packet are available for public inspection in the office of the City Clerk during normal business hours. Complete agenda is available at www.lindsay.ca.us. In compliance with the Americans with Disabilities Act & Ralph M. Brown Act, if you need special assistance to participate in this meeting, or to be able to access this agenda and documents in the agenda packet, please contact the office of the City Clerk at (559) 562-7102 x 8020. Notification 48 hours prior to the meeting will enable the City to ensure accessibility to this meeting and/or provision of an alternative format of the agenda and documents in the agenda packet.



STAFF REPORT

TO: CITY OF LINDSAY SUCCESSOR AGENCY
DATE: July 28, 2020
AGENDA #: SA3
FROM: Juana Espinoza, Finance & Accounting Manager

AGENDA ITEM

<i>TITLE</i>	Certification of Pledged Tax Revenues
<i>ACTION</i>	Authorize Chairperson of the Successor Agency to sign letter certifying pledged tax revenues.
<i>PURPOSE</i>	Statutory/Contractual Requirement

RECOMMENDATION

Staff respectfully recommends the Successor Agency sign and direct staff to send letter certifying pledged tax revenues.

BACKGROUND | ANALYSIS

Annually in accordance with bond covenants held at US Bank, the Successor Agency to the former Lindsay Redevelopment Agency is to certify the pledged tax revenues received by the Successor Agency through the date of the certificate combined with the amount remaining to be paid on all outstanding obligations of the Success Agency will not exceed the plan limits.

The certification means the City is still receiving ROPS funds to repay the 2015 Bond Issue from US Bank and nothing has changed. On August 1, 2020, the balance of the 2015 Bond Issue will be \$15,146,475. This Bond Issue is one of two debts on the City's ROPS.

Every year, the City receives ROPS funds to use when paying these debts. No City funds go toward repaying the bond. The process will continue the same way every year until the bond is paid in full in 2037.

The Successor Agency is required to certify each year.

ALTERNATIVES

- Approve of the certification letter.
- Do not approve the certification letter and provide direction to staff.

ATTACHMENTS

- Certification Letter
-



City of Lindsay

P.O. Box 369 - Lindsay, California 93247 - 251 Honolulu Street



July 13, 2020

Tim Williamson
U.S. Bank
Global Corporate Trust
1420 Fifth Avenue, 7th Floor
Seattle, WA 98101

RE: Certification of Pledged Tax Revenues

Dear Mr. Williamson,

In response to the Bond Covenants held at US Bank, the Successor Agency to the former Lindsay Redevelopment Agency at a duly held meeting on July 28, 2020, approved the following letter, written for the period of August 1, 2019 through August 1, 2020:

“The Successor Agency shall file annually with the Trustee on or prior to August 1, of each year a Written Certificate of the Successor Agency certifying that Pledged Tax Revenues received by the Successor Agency through the date of the certificate combined with the amount remaining to be paid on all outstanding obligations of the Successor Agency will not exceed the plan limits.”

Please contact the City of Lindsay Finance and Accounting Manager, Juana Espinoza, at (559) 562-7102 x 8025 with any questions regarding this action.

Sincerely,

Pamela Kimball
Successor Agency Chairperson





LINDSAY CITY COUNCIL MEETING: REGULAR MEETING MINUTES

251 E. Honolulu St., Lindsay, CA 93247
Tuesday, July 14, 2020 @ 6:00PM

Page 8570

Notice is hereby given that the Lindsay City Council will hold its regular Council Meeting, on July 14, 2020 via webinar only. The webinar address for members of the public is https://www.bigmarker.com/griswold_lasalle/07-14-2020-Lindsay-City-Council-Meeting Persons with disabilities who may need assistance should contact the Deputy City Clerk at least 24 hours prior to the meeting at (559) 562-7102 ext. 8020.

CALL TO ORDER: 6:00pm
ROLL CALL: Council Members Sanchez, Flores, Watson, Mayor Pro Tem Cortes & Mayor Kimball (All present)
PLEDGE: Councilmember Flores
INVOCATION: To Be Announced

Item 1: Public Comment

The public is invited to comment on any subject under the jurisdiction of the Lindsay City Council, including agenda items, other than noticed public hearings. Speakers shall be limited to three minutes. Unless otherwise indicated by the Mayor, Public Comment period will end after 30 minutes. Blank speaker cards are on the back table. Give the completed speaker card to the Clerk before standing at the podium. Speakers should clearly state their name before they begin.

- Ashley Mendoca – Token Farms, a Farmersville-based retail cannabis operation is interested in opening a location in the City of Lindsay, they look forward to discussing this possibility with council in the future

Item 2: Council Reports

City Council Members report on recent or upcoming events

- Cortes – Wellness Center member billing will resume July 25, all children must be accompanied by an adult when using the pool, LHD is hosting another mask giveaway; LUSD does not have an official update on re-opening

Item 3: City Manager Update

City Manager or designee reports on recent or upcoming events

- Appreciates all of the work staff has done to continue operating through COVID-19 emergency; Tulare County has reported over 6,000 positive cases; offer for City Clerk position has been extended by City, and background is underway; Staff is working on updating our Injury and Illness Prevention Program Guidelines;

Item 4: Consent Calendar

Routine items approved in one motion unless item is pulled for discussion
Pages 1-28

1. Minutes from June 23, 2020 City Council Meeting
 2. Warrant List for June 18, 2020 through June 30, 2020
 3. CSET Property License Agreement
 4. Acceptance of the 2019 Rehabilitation/Overlay Projects
 5. Resolution 20-31, Authorizing Director of City Services and Planning Signature
 6. Resolution 20-31, Authorizing Director of City Services and Planning Signature
- No discussion



LINDSAY CITY COUNCIL MEETING: REGULAR MEETING MINUTES

251 E. Honolulu St., Lindsay, CA 93247
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Page 8571

Motion:	To Approve						
1 st	2 nd	Result Motion	Kimball	Cortes	Watson	Flores	Sanchez
Cortes	Flores	5-0 Approved	Yes	Yes	Yes	Yes	Yes

Item 5: PUBLIC HEARING – Resolution No. 20-30, 2020-2021 Landscape and Lighting Assessment Districts (LLAD’s) Renewal
 Presented by Neyba Amezcua, City Services Assistant Director
 Pages 29-41

- No discussion
- No public comment

Motion:	To Approve						
1 st	2 nd	Result Motion	Kimball	Cortes	Watson	Flores	Sanchez
Cortes	Flores	5-0 Approved	Yes	Yes	Yes	Yes	Yes

Item 6: PUBLIC HEARING – Resolution No. 20-29, General Plan, Amended Safety Element Approval
 Presented by Michael Camarena, Director of City Services
 Pages 42-99

- Flores – relayed concern by homeowners regarding costs of mandatory flood insurance and inquired about the procedure for designating flood zones in Lindsay; Camarena – flood maps are created by FEMA, will research process for lobbying FEMA; last city flooding occurred in 2010
- No public comment

Motion:	To Approve						
1 st	2 nd	Result Motion	Kimball	Cortes	Watson	Flores	Sanchez
Watson	Cortes	5-0 Approved	Yes	Yes	Yes	Yes	Yes

Item 7: Authorize Request for Proposals/Qualifications Documents and Release for Landscape Architect Services for Kaku Park-Olive Bowl Rehabilitation
 Presented by Michael Camarena, Director of City Services and Planning
 Pages 100-102

- Camarena – Timeline for completion will be more clearly defined once RFP has been finalized, will comply with State deadline of FY 2022



LINDSAY CITY COUNCIL MEETING: REGULAR MEETING MINUTES

251 E. Honolulu St., Lindsay, CA 93247
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Page 8572

Motion:	To Approve						
1 st	2 nd	Result Motion	Kimball	Cortes	Watson	Flores	Sanchez
Flores	Sanchez	5-0 Approved	Yes	Yes	Yes	Yes	Yes

Item 8: Study Session, City of Lindsay Speed Humps Program
 Presented by Michael Camarena, Director of City Services and Planning
 Pages 103-108

- Camarena – speed humps are designed to allow for a maximum speed of 15mph, and is ideal for emergency vehicle services, eligible street will be determined per CalTrans guidelines and are subject to all terms of the Agreement
- Tanner – will look into the possibility of adding speed trailers near high school
- All councilmembers agree to move forward with the creation of the City of Lindsay Speed Humps Program, Agreement will be formally presented at the July 28, 2020 City Council Meeting

Item 9: Fiscal Year 2020-2021 Budget Draft
 Presented by Joseph M. Tanner, City Manager
 Pages 109-148

- Tanner – there remains a significant degree of volatility, we will be seeking any available State/Federal reimbursement for COVID-19 related costs incurred by the City in FY2020 and FY2021; Final Budget will be recommended for adoption by City Council at the July 28, 2020 meeting

Item 10: Resolution No. 20-32, Racial Inequality
 Presented by Joseph M. Tanner, City Manager
 Pages 149-151

- Public comment – Angel Cortes, Jessica Nardiello in favor of adoption

Motion:	To Approve						
1 st	2 nd	Result Motion	Kimball	Cortes	Watson	Flores	Sanchez
Flores	Sanchez	3-2 Approved	Abstain	Yes	Abstain	Yes	Yes



LINDSAY CITY COUNCIL MEETING: REGULAR MEETING MINUTES

251 E. Honolulu St., Lindsay, CA 93247
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Item 11: Executive (Closed) Session

- Conference with Legal Counsel – Anticipated Litigation
Initiation of litigation pursuant to § 54956.9(c): 1 case
- Conference with Labor Negotiators (§54957.6)
Agency designated representatives: City Manager, City Attorney
Employee organizations: SEIU, LPOA
- Conference with Labor Negotiators (§54957.6)
Agency designated representatives: City Attorney
Unrepresented employee: City Manager, Director of City Services and Planning, Director of Public Safety

Item 12: Requests for Future Agenda Items

Presented by Councilmembers

- None

Item 13: Adjourn

The next regular Lindsay City Council meeting will be held at 6:00PM on July 28, 2020.

Motion:	To Adjourn						
1 st	2 nd	Result Motion	Kimball	Cortes	Watson	Flores	Sanchez
Sanchez	Watson	5-0 Approved	Yes	Yes	Yes	Yes	Yes

STAFF REPORT



TO: LINDSAY CITY COUNCIL
DATE: July 28, 2020
AGENDA #: 4.2
FROM: Michael Camarena, Director of City Services and Planning

RESOLUTION 20-34 , DELEGATION OF AUTHORITY TO EXECUTE CALTRANS SUSTAINABLE TRANSPORTATION PLANNING GRANT, WEST HERMOSA STREET CORRIDOR AND NEIGHBORHOOD ENHANCEMENT PLAN PROJECT DOCUMENTS

ACTION Approval of Resolution 20-34, Delegation of Authority to Execute Caltrans Sustainable Transportation Planning Grant, West Hermosa Street Corridor and Neighborhood Enhancement Plan Project Documents

PURPOSE

- Statutory/Contractual Requirement
- Council Vision/Priority
- Discretionary Action
- Plan Implementation

OBJECTIVE(S)

- Live in a safe, clean, comfortable and healthy environment.
- Increase our keen sense of identity in a connected and involved community.
- Nurture attractive residential neighborhoods and business districts.
- Dedicate resources to retain a friendly, small-town atmosphere.
- Stimulate, attract and retain local businesses.
- Advance economic diversity.
- Yield a self-reliant city government that provides effective, basic services.

RECOMMENDATION

Staff respectfully recommends Council approve Resolution 20-34, Delegation of Authority to Execute Caltrans Sustainable Transportation Planning Grant, West Hermosa Street Corridor and Neighborhood Enhancement Plan Project Documents.

BACKGROUND | ANALYSIS

California Department of Transportation (Caltrans) Local Assistance administers grant funds for local agencies. The City was successful in our application for a Caltrans Sustainable Transportation Planning Grant with the specific West Hermosa Street Corridor and Neighborhood Enhancement Project. The application identified Local Government Commission as a sub recipient.

Total grant award is \$204,058 with an in-kind match of \$26,438 for a total project value of \$230,496. The project grant has an expiration date of February 28, 2023. The earliest project start date is November 1, 2020 however no work can begin until an official 'Notice to Proceed' has been received.

In order to receive grant funds, the City will complete and submit numerous documents to Local Assistance. In order for Local Assistance to approve documents submitted by the City, they require the City Council to adopt a resolution designating an authorized representative to execute documents pertaining to West Hermosa Street Corridor and Neighborhood Enhancement Plan. The City does not have

STAFF REPORT



TO: LINDSAY CITY COUNCIL
DATE: July 28, 2020
AGENDA #: 4.2
FROM: Michael Camarena, Director of City Services and Planning

a current resolution authorizing signature on behalf of the City and Caltrans is requiring a current resolution identifying this project specifically.

The proposed resolution requests authorization for the City Manager or City Services Director to execute those documents and agreements with Caltrans on behalf of the City Council.

This authority to execute the Local Assistance agreements, certifications, and other forms required by Caltrans during the life of a grant-funded project is specific to the West Hermosa Street Corridor and Neighborhood Enhancement Plan project only.

ALTERNATIVES

- Approve Resolution 20-34, Delegation of Authority to Execute Caltrans Sustainable Transportation Planning Grant, West Hermosa Street Corridor and Neighborhood Enhancement Plan Project Documents
- Approve a modified Resolution 20-34, Delegation of Authority to Execute Caltrans Sustainable Transportation Planning Grant, West Hermosa Street Corridor and Neighborhood Enhancement Plan Project Documents.
- Do not approve and provide direction to staff.

BENEFIT TO OR IMPACT ON CITY RESOURCES

Designating an authorized representative and providing authority to execute Local Assistance documents will reduce staff time and costs associated with preparing multiple staff reports and presentation for individual documents.

reports and presentations for individual documents ENVIRONMENTAL REVIEW

- Not required by CEQA
- If required by CEQA:

POLICY ISSUES

- No policy issues
- Policy issues:

PUBLIC OUTREACH

- Posted in this agenda
- Additional public outreach:

ATTACHMENTS

- Resolution 20-34, Delegation of Authority to Execute Caltrans Sustainable Transportation Planning Grant, West Hermosa Street Corridor and Neighborhood Enhancement Plan Project Documents.



RESOLUTION OF THE CITY OF LINDSAY

NUMBER **20-34**

TITLE **A RESOLUTION OF THE CITY COUNCIL OF THE CITY OF LINDSAY DELEGATION OF AUTHORITY TO EXECUTE CALTRANS SUSTAINABLE TRANSPORTATION PLANNING GRANT, WEST HERMOSA STREET CORRIDOR AND NEIGHBORHOOD ENHANCEMENT PLAN PROJECT DOCUMENTS**

MEETING At a regularly scheduled meeting of the City of Lindsay City Council held on July 28, 2020 at 6:00 PM at 251 E. Honolulu Street, Lindsay, CA 93247

WHEREAS, the City of Lindsay was awarded a Sustainable Transportation grant from California Department of Transportation (Caltrans); and

WHEREAS, this planning grant is specific to the West Hermosa Street Corridor and Neighborhood Enhancement Plan project; and

WHEREAS, the City of Lindsay wishes to delegate authorization to execute contracts, certifications, or other project specific and related documents thereto to the City Manager or City Services Director.

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

SECTION 1. The City Council of the City of Lindsay hereby authorizes the City Manager or City Services Director to execute contracts, certifications, or other project related documents with regard to West Hermosa Street Corridor and Neighborhood Enhancement Plan project only.

SECTION 2. This resolution shall be effective immediately upon its approval and adoption. The Mayor, or presiding officer, is hereby authorized to affix her/his signature to the Resolution signifying its adoption by the City Council of the City of Lindsay, and the City Clerk, or the duly appointed deputy, is directed to attest thereto.

PASSED AND ADOPTED by the City Council of the City of Lindsay as follows:

MEETING DATE	July 28, 2020
MOTION	
2 nd MOTION	
AYES	
ABSENT	
ABSTAIN	
NAYS	

CERTIFICATION OF THE FOREGOING RESOLUTION AS FULL, TRUE, PASSED AND ADOPTED BY THE CITY COUNCIL OF THE CITY OF LINDSAY AS DETAILED.

Juana Espinoza, Deputy City Clerk

Pamela Kimball, Mayor

RESOLUTION NO. 20-34
Page 1 of 1

STAFF REPORT



TO: LINDSAY CITY COUNCIL
DATE: July 28, 2020
AGENDA #: 4.3
FROM: Joseph M. Tanner, City Manager

RENEWAL OF CITY OF LINDSAY'S DECLARATION OF EMERGENCY

ACTION Review and approve Resolution No. 20-12

PURPOSE

- Statutory/Contractual Requirement*
- Council Vision/Priority*
- Discretionary Action*
- Plan Implementation*

OBJECTIVE(S)

- Live in a safe, clean, comfortable and healthy environment.
- Increase our keen sense of identity in a connected and involved community.
- Nurture attractive residential neighborhoods and business districts.
- Dedicate resources to retain a friendly, small-town atmosphere.
- Stimulate, attract and retain local businesses.
- Advance economic diversity.
- Yield a self-reliant city government that provides effective, basic services.

RECOMMENDATION

Staff recommends that the City Council review and confirm the Declaration of Emergency in the City of Lindsay.

BACKGROUND | ANALYSIS

The coronavirus (COVID-19) is a respiratory disease which the Centers for Disease Control and Prevention (CDC) considers to be a very serious public health threat with outcomes ranging from mild to severe sickness and death. On March 4, 2020, Governor Newsom declared a state of emergency in the State of California due to the number of confirmed cases of COVID-19 in the state. On March 12, 2020, Tulare County declared an emergency due to the confirmed case of COVID-19 at Sierra View Medical Center in the city of Porterville. On March 13, 2020, Governor Newsom announced that California public health officials have determined that gatherings of more than 250 people should be postponed or canceled across the State at least until the end of March. On March 19, 2020 the Governor issued a Stay at Home Order.

BENEFIT TO OR IMPACT ON CITY RESOURCES

Renewal of the Resolution would mitigate some of the costs associated with COVID-19.

ENVIRONMENTAL REVIEW

Not required by CEQA
 If required by CEQA:

STAFF REPORT



TO: LINDSAY CITY COUNCIL
DATE: July 28, 2020
AGENDA #: 4.3
FROM: Joseph M. Tanner, City Manager

POLICY ISSUES

No policy issues

PUBLIC OUTREACH

Posted in this agenda

Additional public outreach:

ATTACHMENTS

- Resolution No. 20-12, Declaration of Emergency



RESOLUTION OF THE CITY OF LINDSAY

NUMBER 20-12

TITLE RESOLUTION OF THE CITY COUNCIL OF CITY OF LINDSAY, CALIFORNIA
DECLARING A LOCAL EMERGENCY AND REQUEST FOR ASSISTANCE
UNDER THE CALIFORNIA DISASTER ASSISTANCE ACT.

WHEREAS, City of Lindsay Municipal Code Chapter 2.44 provides for the preparation and carrying out of plans for the protection of persons and property within the City of Lindsay in the event of emergency or disaster; and,

WHEREAS, Chapter 2.44 provides for the preparation and carrying out of plans for the civil defense of persons and property within the city in the event of a disaster and to provide for the coordination of the civil defense and disaster functions of the city with all other public agencies and affected private persons, corporations and organizations; and

WHEREAS, in the event of the occurrence of a state of extreme emergency or a state of disaster caused by an act of God, pestilence, flood, earthquake or any other causes whatsoever, the mayor of the city is authorized to declare a state of emergency or disaster without the necessity of convening the city council for action thereon.; and

WHEREAS, the Governor of California declared a Statewide state of emergency due to the COVID-19 virus on Wednesday, March 4, 2020; and

WHEREAS, the City Council of the City of Lindsay does hereby find the aforesaid conditions of extreme peril did warrant and necessitate the proclamation of the existence of a local emergency in the City of Lindsay; and

WHEREAS, the Director of Emergency Services of the City of Lindsay shall be the City Manager; and

WHEREAS, the City Council of the City of Lindsay does hereby find that local resources are unable to cope with the effects of said emergency; and

WHEREAS, these conditions of disaster or extreme peril necessitate the proclamation of a local emergency to enable the City of Lindsay to adequately plan, prepare and preposition resources to be able to effectively respond to the threat posed by COVID-19; and

WHEREAS, preparing for, responding to, mitigating, and recovering from the spread of COVID-19 requires the City to divert resources from normal day-to-day operations, and has and will continue to impose extraordinary requirements on and expenses to the City; and

RESOLUTION NO. 20-12

Page 1 of 2



RESOLUTION OF THE CITY OF LINDSAY

NOW THEREFORE BE IT RESOLVED that the City Council of the City of Lindsay hereby declares a local emergency due to the existence or threatened existence of conditions of disaster or of extreme peril to the safety of persons and property within the City of Lindsay; and

IT IS FURTHER RESOLVED AND ORDERED that the local emergency shall be deemed to continue to exist until its termination is proclaimed by the City Council of the City of Lindsay; and

IT IS FURTHER RESOLVED AND ORDERED that during the existence of said local emergency the powers, functions and duties of the City of Lindsay and its City Manager shall be those prescribed by state law, and by the charter, ordinance and resolutions of the City of Lindsay; and

IT IS FURTHER ORDERED that a copy of this Resolution be forwarded to the State Director of the Office of Emergency Services; and

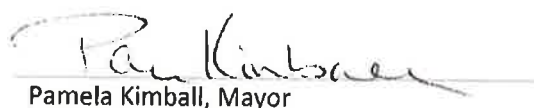
IT IS FURTHER ORDERED that the City Manager, of the City of Lindsay, is hereby designated as the authorized representative of the City of Lindsay for the purpose of receipt, processing, and coordination of all inquiries and requirements necessary to obtain available State and Federal assistance.

PASSED AND ADOPTED by the City Council of the City of Lindsay as follows:

MEETING DATE	March 24, 2020
MOTION	Watson
2 nd MOTION	Sanchez
AYES	Watson, Sanchez, Flores, Cortes, Kimball
ABSENT	None
ABSTAIN	None
NAYS	None

CERTIFICATION OF THE FOREGOING RESOLUTION AS FULL, TRUE, PASSED AND ADOPTED BY THE CITY COUNCIL OF THE CITY OF LINDSAY AS DETAILED.


Juana Espinoza, Deputy City Clerk


Pamela Kimball, Mayor

STAFF REPORT



TO: LINDSAY CITY COUNCIL
DATE: July 28, 2020
AGENDA #: 4.4
FROM: Michael Camarena, Director of City Services and Planning

RESOLUTION 20-33 , A RESOLUTION OF THE CITY COUNCIL OF THE CITY OF LINDSAY APPROVING APPLICATION(S) FOR PER CAPITA GRANT FUNDS

ACTION Approval of Resolution 20-33, A Resolution of the City Council of the City of Lindsay Approving Application(s) for Per Capita Grant Funds

PURPOSE

- Statutory/Contractual Requirement
- Council Vision/Priority
- Discretionary Action
- Plan Implementation

OBJECTIVE(S)

- Live in a safe, clean, comfortable, and healthy environment.
- Increase our keen sense of identity in a connected and involved community.
- Nurture attractive residential neighborhoods and business districts.
- Dedicate resources to retain a friendly, small-town atmosphere.
- Stimulate, attract, and retain local businesses.
- Advance economic diversity.
- Yield a self-reliant city government that provides effective, basic services.

RECOMMENDATION

Staff respectfully recommends approval of Resolution 20-33, A Resolution of the City Council of the City of Lindsay Approving Application(s) for Per Capita Grant Funds

BACKGROUND | ANALYSIS

California Department of Parks and Recreation Office of Grants and Local Services (OGALS) administers grant funds for local agencies. The City was successful in our letter of interest for grant funding in the amount of \$177,952 for the Per Capita Parks Program.

The grant has a performance period that expires June 30, 2024. Resolution 20-33 must be submitted to OGALS no later than December 31, 2020. The application package, which will identify projects and estimates of projects, is due to OGALS no later than June 30, 2021.

The proposed resolution identifies requirements to receive grant funds and authorizes the City Manager or designee to execute documents and agreements with OGALS on behalf of the City Council.

Resolution 20-33, language was provided by OGALS and serves two purposes:

1. It is the means by which the City agrees to the terms of the contract; it provides confirmation that the City has the funding to complete, operate and maintain projects associated with the contract.

STAFF REPORT



TO: LINDSAY CITY COUNCIL
DATE: July 28, 2020
AGENDA #: 4.4
FROM: Michael Camarena, Director of City Services and Planning

2. Designates a position title to represent City Council on all matters regarding projects associated with the contract. The incumbent in this position is referred to as the authorized representative.

Resolution items 4, 5, 7, 8 and 9 are required by Proposition 68.

ALTERNATIVES

- Approve Resolution 20-33, A Resolution of the City Council of the City of Lindsay Approving Application(s) for Per Capita Grant Funds.
- Approve Resolution 20-33, A Resolution of the City Council of the City of Lindsay Approving Application(s) for Per Capita Grant Funds with modifications.
- Do not approve and provide direction to staff.

BENEFIT TO OR IMPACT ON CITY RESOURCES

Per Capita projects must be capital outlay for recreational purposes. Multiple projects may be completed under one contract; each project requires a separate application package.

ENVIRONMENTAL REVIEW

- Not required by CEQA
 If required by CEQA:

POLICY ISSUES

- No policy issues
 Policy issues:

PUBLIC OUTREACH

- Posted in this agenda
 Additional public outreach:

ATTACHMENTS

- Resolution 20-33, A Resolution of the City Council of the City of Lindsay approving application(s) for Per Capita Grant Funds



RESOLUTION OF THE CITY OF LINDSAY

NUMBER **20-33**

TITLE **A RESOLUTION OF THE CITY COUNCIL OF THE CITY OF LINDSAY APPROVING APPLICATION(S) FOR PER CAPITA GRANT FUNDS**

MEETING At a regularly scheduled meeting of the City of Lindsay City Council held on July 28, 2020 at 6:00 PM at 251 E. Honolulu Street, Lindsay, CA 93247

WHEREAS, the State Department of Parks and Recreation has been delegated the responsibility by the Legislature of the State of California for the administration of the Per Capita Grant Program, setting up necessary procedures governing application(s); and

WHEREAS, said procedures established by the State Department of Parks and Recreation require the grantee's Governing Body to certify by resolution the approval of project application(s) before submission of said applications to the State; and

WHEREAS, the grantee will enter into a contract(s) with the State of California to complete project(s).

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

- SECTION 1. Approves the filing of project application(s) for Per Capita program grant project(s); and
- SECTION 2. Certifies that said grantee has or will have available, prior to commencement of project work utilizing Per Capita funding, sufficient funds to complete the project(s); and
- SECTION 3. Certifies that the grantee has or will have sufficient funds to operate and maintain the project(s), and
- SECTION 4. Certifies that all projects proposed will be consistent with the park and recreation element of the city general or recreation plan (PRC §80063(a)), and
- SECTION 5. Certifies that these funds will be used to supplement, not supplant, local revenues in existence as of June 5, 2018 (PRC §80062(d)), and
- SECTION 6. Certifies that it will comply with the provisions of §1771.5 of the State Labor Code, and
- SECTION 7. (PRC §80001(b)(8)(A-G)) To the extent practicable, as identified in the "Presidential Memorandum--Promoting Diversity and Inclusion in Our National Parks, National Forests, and Other Public Lands and Waters," dated January 12, 2017, the City will consider a range of actions that include, but are not limited to, the following:
 (A) Conducting active outreach to diverse populations, particularly minority, low-income, and disabled populations, and tribal communities, to increase



RESOLUTION OF THE CITY OF LINDSAY

awareness within those communities and the public generally about specific programs and opportunities.

- (B) Mentoring new environmental, outdoor recreation, and conservation leaders to increase diverse representation across these areas.
- (C) Creating new partnerships with state, local, tribal, private, and nonprofit organizations to expand access for diverse populations.
- (D) Identifying and implementing improvements to existing programs to increase visitation and access by diverse populations, particularly minority, low-income, and disabled populations, and tribal communities.
- (E) Expanding the use of multilingual and culturally appropriate materials in public communications and educational strategies, including through social media strategies, as appropriate, that target diverse populations.
- (F) Developing or expanding coordinated efforts to promote youth engagement and empowerment, including fostering new partnerships with diversity-serving and youth-serving organizations, urban areas, and programs.
- (G) Identifying possible staff liaisons to diverse populations.

- SECTION 8. Agrees that to the extent practicable, the project(s) will provide workforce education and training, contractor, and job opportunities for disadvantaged communities (PRC §80001(b)(5)).
- SECTION 9. Certifies that the grantee shall not reduce the amount of funding otherwise available to be spent on parks or other projects eligible for funds under this division in its jurisdiction. A one-time allocation of other funding that has been expended for parks or other projects, but which is not available on an ongoing basis, shall not be considered when calculating a recipient's annual expenditures. (PRC §80062(d)).
- SECTION 10. Certifies that the grantee has reviewed, understands, and agrees to the General Provisions contained in the contract shown in the Procedural Guide; and
- SECTION 11. Delegates the authority to the City Manager, or designee to conduct all negotiations, sign and submit all documents, including, but not limited to applications, agreements, amendments, and payment requests, which may be necessary for the completion of the grant scope(s); and
- SECTION 12. Agrees to comply with all applicable federal, state, and local laws, ordinances, rules, regulations, and guidelines.
- SECTION 13. This resolution shall be effective immediately upon its approval and adoption. The Mayor, or presiding officer, is hereby authorized to affix her/his signature to the Resolution signifying its adoption by the City Council of the City of Lindsay, and the City Clerk, or the duly appointed deputy, is directed to attest thereto.



RESOLUTION OF THE CITY OF LINDSAY

PASSED AND ADOPTED by the City Council of the City of Lindsay as follows:

MEETING DATE	July 28, 2020
MOTION	
2 nd MOTION	
AYES	
ABSENT	
ABSTAIN	
NAYS	

CERTIFICATION OF THE FOREGOING RESOLUTION AS FULL, TRUE, PASSED AND ADOPTED BY THE CITY COUNCIL OF THE CITY OF LINDSAY AS DETAILED.

Juana Espinoza Deputy City Clerk

Pamela Kimball, Mayor

STAFF REPORT



TO: LINDSAY CITY COUNCIL
DATE: July 28, 2020
AGENDA #: 4.5
FROM: Michael Camarena, Director of City Services and Planning

Approval of City of Lindsay Speed Humps Program

ACTION Approval of Speed Hump Program and Application.

PURPOSE Statutory/Contractual Requirement

- Council Vision/Priority
- Discretionary Action
- Plan Implementation

- OBJECTIVE(S)**
- Live in a safe, clean, comfortable, and healthy environment.
 - Increase our keen sense of identity in a connected and involved community.
 - Nurture attractive residential neighborhoods and business districts.
 - Dedicate resources to retain a friendly, small-town atmosphere.
 - Stimulate, attract and retain local businesses.
 - Advance economic diversity.
 - Yield a self-reliant city government that provides effective, basic services.

RECOMMENDATION

Staff respectfully recommends approval of Speed Hump Program and Application-Petition documents.

BACKGROUND | ANALYSIS

Staff presented the draft speed hump program to Council on July 14, 2020. This request is for Council to approve the program document and application-petition documents which will allow staff to respond to requests formally and consistently for traffic control measures.

ALTERNATIVES

- Approve the program and application-petition documents as requested:
- Do not approve the program and application-petition documents and provide direction to staff.

BENEFIT TO OR IMPACT ON CITY RESOURCES

City benefit will allow formal and consistent review of traffic control measures with this program. Impact is expected to be minimal.

ENVIRONMENTAL REVIEW

- Not required by CEQA
- If required by CEQA:

STAFF REPORT



TO: LINDSAY CITY COUNCIL
DATE: July 28, 2020
AGENDA #: 4.5
FROM: Michael Camarena, Director of City Services and Planning

POLICY ISSUES

No policy issues: Staff is recommending speed hump measures as a program and not a policy. In general, programs are short-term interventions that create temporary improvements. Policies, on the other hand, are covenants we collectively choose to live by, as articulated in government and regulation.

Policy issues:

PUBLIC OUTREACH

Posted in this agenda

Additional public outreach:

ATTACHMENTS

- Speed Hump Program
- Speed Hump Application-Petition forms

City of Lindsay

Speed Hump Program



July 2020

City of Lindsay
Department of City Services
Department of Public Safety

Speed humps are a traffic control device for reducing speeds and can be requested to be installed on streets that meet criteria with respect to traffic counts, street function and resident acceptance. They can also be designed to calm traffic in residential areas, near parks and schools or other high pedestrian use locations. There is a significant difference between speed humps and speed bumps, which are devices commonly used in shopping center parking lots.

GUIDELINES

A residential street could qualify for the City's speed hump program based on the following criteria:

- The two-lane street must be mainly residential or else have a park or school or high pedestrian use in the immediate vicinity.
- The residential street (or the part being considered) must be at least 750 feet long with no four-way intersections.
- There can be no other traffic control devices on the street segment such as four-way stop signs, traffic signals, etc.
- The speed limit must be 25 miles per hour or less and an 86th percentile of 32 mph.
- Not be a dead-end street.
- A speed survey must show that more than 67% of the motorists exceed 30 mile per hour speed limit.
- The street must have no more than two traffic lanes.
- Speed humps should also consider the following when a location/street is proposed:
 - Adequate sight distance to accommodate installation.
 - Shall not be installed over manholes, water valves, or street monumentation, or whenever possible, within ten (10) feet of fire hydrants, as they may prevent/impede access to these facilities.
 - Should be located five to ten feet away from driveways, whenever possible, to minimize effect on driveway access.
 - Should be located on or near property lines, whenever possible, to minimize the impact on and access to individual properties.
 - Should be located near streetlights, whenever possible, in order to enhance their visibility at night.
 - Should not significantly divert traffic to adjoining residential streets.
- Street must be located on California Roadway System Map (CRS) and is limited to “local Roads” classification only.
- Street must be approved by City Manager, City Services and the Public Safety Departments.
- City Manager reserves right to exercise minor modifications to this program.

HOW TO GET STARTED

Proponents of locations must submit an application and official petition form with signatures from a minimum of 2/3 (67%) of the addresses on the block.

STREET SELECTION

To ensure that every neighborhood gets fair and consistent consideration, city staff will also include the following criteria in its review for the street to be considered:

- Average number of vehicles that use the street per day.
- Speed at which vehicles travel on the street.
- Number of residences, parks or schools or high pedestrian use locations facing the street.

In order to be considered, affected residents must demonstrate support (petition included with the application is required).

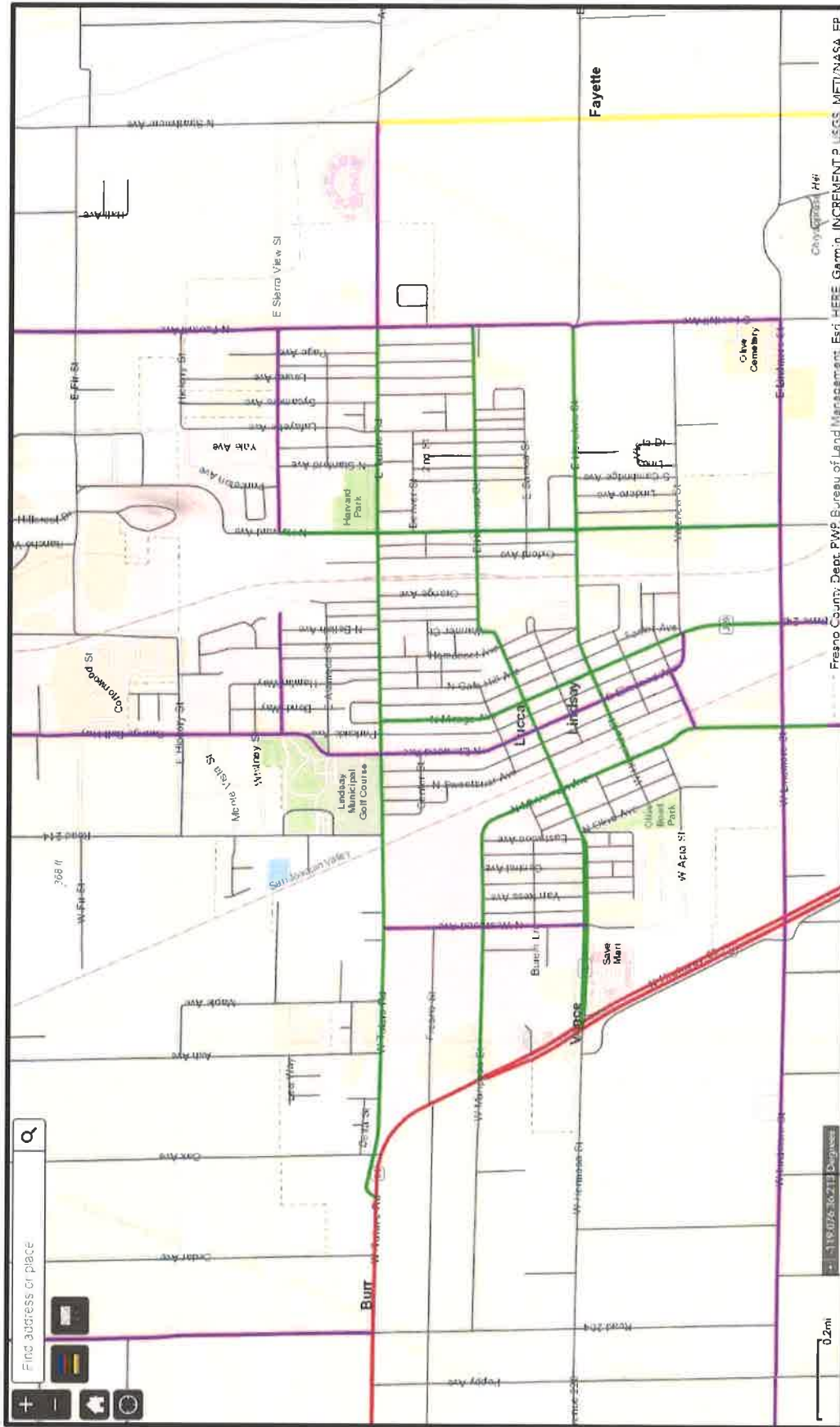
PROJECT COSTS

If your street qualifies for speed humps the estimated cost is \$3,500. This cost includes design assistance, installation, and inspection by City crews. Your street must meet all qualification criteria including two-thirds majority approval. Your neighborhood must have the funding and obtain approval from the City Services and Public Safety Departments before speed humps will be installed.

MAINTENANCE

As the speed hump will be installed within City Right of Way (ROW), city crews will complete installation of all materials and signage and will provide maintenance as needed.

Speed humps shall not be considered for removal within three years of installation unless approved by the City Services and Public Safety Departments.



Lindsay California Road System Map (CRS)

California Department of Transportation, California Highway System, 2019

- Interstate
- Other Fwy or Expwy
- Other Principal Arterial
- Minor Arterial
- Major Collector
- Minor Collector
- Local



City of Lindsay

Application for Speed Hump Installation

July 2020

Advantages and disadvantages of Speed Humps:

Advantages:

- The overall speed of traffic can be reduced near speed humps.
- Speed humps are intended to be self-enforcing.
- Installation can be accomplished in a short amount of time.

Disadvantages:

- The response time for emergency vehicles may be increased by speed humps.
- Some residents may object to the visual impact of speed humps and the signs and the markings that accompany them.
- There could be an increase in noise near speed humps.
- Inconvenient access as a result of speed humps may be imposed on some parts of the neighborhood.
- Speed humps may displace traffic to neighboring streets.
- Although speeds can be reduced immediately next to them, drivers tend to speed up after passing or traveling between speed humps.

REQUESTER INFORMATION

A. Location.

Please provide the name of the street to be considered. Indicate the boundaries of the block by identifying the intersecting street on each end. A separate application is required for another block.

Street Name: _____ From: _____ To: _____

B. Contact Information.

Each application must contain a contact person who will receive all correspondence from the City and be responsible for gathering evidence of support when requested.

Name: _____ Email Address: _____

Address: _____ Contact Phone No.: _____

INSTRUCTIONS FOR COLLECTING SIGNATURES FOR A SPEED HUMP PETITION

In order for the City of Lindsay to evaluate your petition without undue delay, please do the following:

1. Include your name, mailing address, and telephone number on the petition so we can contact you. Also, remember to sign the petition.
2. List all the addresses on your street including those whose signatures that could not be obtained. Include all corner properties even if the property's address is on the cross street.
3. List each unit separately in a multiple housing complex (apartment, duplex, four-plex, etc.). Obtain a signature for each unit. EXCEPTION: an owner or manager of a multiple housing complex can sign for the entire complex. Please indicate if an owner/manager has signed for the entire complex.
4. Write "Vacant" in the "Name" column if you know a dwelling is unoccupied.
5. Signatures are required representing at least 67% of the addresses within the block defined.
6. Photocopy the enclosed petition form if you need additional forms for signature. Also, keep a copy of everything you send to the City.
7. Send your completed petition to:
City of Lindsay
Department of City Services
P. O. Box 369
150 North Mirage Avenue
Lindsay CA 93247

Authorization

1. I understand that for a street to be considered for speed hump installation, the street must:
 - Be classified as a local/residential street.
 - Have no more than two lanes of travel (one in each direction).
 - Have a speed limit of 25 mph and an 85th percentile speed of at least 32 mph.
 - Not be a dead-end street.
 - Have a block length of at least 750 feet.
2. I understand that in addition to submitting this application, I, or a block representative, will circulate an official petition form among the residents on the subject block. A qualifying petition requires signatures from a minimum of 2/3 (67%) of the addresses on the block.
3. The expected life cycle of the speed hump(s) is 8-10 years. Replacement costs of the speed hump will be the responsibility of the residents of the street block.
4. I UNDERSTAND THAT AFTER I RETURN THE APPLICATION AND QUALIFYING PETITION, THE CITY WILL CONDUCT AN INSPECTION TO DETERMINE IF HUMP(S) MEET QUALIFYING CRITERIA.
5. I agree to be the contact person of the above request.

[Name] _____

Signature _____ Date _____

City of Lindsay Staff Initial _____ Date * _____

**Residents have up to six months from this date to turn in a qualifying petition.*

Petition for the Installation of Speed Humps

The undersigned Residents of properties on _____ between
 (Name of street)
 the intersection of _____ and _____
 (Name of street) (Name of street)
 hereby request the installation of speed humps in the above street segment.

Petition submitted by:

Name _____ Address _____

E mail address _____ Phone No. _____

	<i>Address (Include Unit #)</i>	<i>Name (Please Print)</i>	<i>Signature**</i>	<i>Daytime Phone#</i>
1				
2				
3				
4				
5				
6				
7				
8				
9				
10				
11				
12				
13				
14				
15				

Copy this page if more signatures are necessary.

**** By signing this petition, I acknowledge I have read and understand the "Advantages and Disadvantages of Speed Humps (page 1) and I agree to the installation of speed humps in the street segment listed above.**

STAFF REPORT



TO: LINDSAY CITY COUNCIL
DATE: July 28, 2020
AGENDA #: 5
FROM: Joseph M. Tanner, City Manager

Fiscal Year 2020-2021 Adopted Operating Budget, Five-Year Capital Improvement Plan and GANN Appropriations Limit

ACTION Review and provide direction to staff

PURPOSE

- Statutory/Contractual Requirement*
- Council Vision/Priority*
- Discretionary Action*
- Plan Implementation*

OBJECTIVE(S)

- Live in a safe, clean, comfortable and healthy environment.**
- Increase our keen sense of identity in a connected and involved community.**
- Nurture attractive residential neighborhoods and business districts.**
- Dedicate resources to retain a friendly, small-town atmosphere.**
- Stimulate, attract and retain local businesses.**
- Advance economic diversity.**
- Yield a self-reliant city government that provides effective, basic services.**

RECOMMENDATION

Staff recommends that the City Council approve resolution 20-35 to adopt the City's FY 2020/2021 Operating Budget.

BACKGROUND | ANALYSIS

The emergence and continuing presence of COVID-19 has caused a significant deviation from previously anticipated budget projections. Sales tax, property tax, hotel tax, permits, Wellness Center memberships will be affected negatively. Most, if not all, revenues will be negatively impacted at different points of the upcoming fiscal year. Without knowing the full scope of COVID-19, it is very difficult project revenues and expenses. Staff is presenting our FY 2020-2021 draft for the public and the Council to review.

The total budget for FY 2020/21 is \$13.0 million, including a \$5.4 million General Fund Operating Budget and a \$1.7 million Capital Improvement Program (CIP) budget. The budget projects a small deficit of \$289,000 and a year-end General Fund Reserve level of \$800,000. The budget is based upon the best available data. Should the impact of COVID-19 on the economy be greater than currently projected, adjustments will need to be made during the mid-year budget process completed in early 2021.

STAFF REPORT



TO: LINDSAY CITY COUNCIL
 DATE: July 28, 2020
 AGENDA #: 5
 FROM: Joseph M. Tanner, City Manager

	Fund Balance / (Deficit) Beginning July 1, 2020	Plus Revenues	Less Expenses	Potential CIP	Fund Balance / (Deficit) Ending June 30, 2021
General Fund	\$ (3,636,220)	5,684,200	4,320,900	1,651,900	\$ (3,924,820)
Water	\$6,271,384	1,597,000	894,300	960,000	\$ 6,014,084
Sewer	\$2,701,465	1,335,900	1,189,300	517,500	\$ 2,330,565
Refuse	\$165,582	1,003,200	1,037,800	0	\$ 130,982
Wellness Center	\$5,841,535	792,800	793,300	0	\$ 5,841,035

BENEFIT TO OR IMPACT ON CITY RESOURCES

The budget is the most important document for the City. It sets priority for the Council and staff and is the operations guide for the fiscal year.

ENVIRONMENTAL REVIEW

Not required by CEQA
 If required by CEQA:

POLICY ISSUES

No policy issues

PUBLIC OUTREACH

Posted in this agenda
 Additional public outreach: Public Hearing posted in Porterville Recorder

ATTACHMENTS

- Fiscal Year 2020-2021 Operations Budget, CIP, and GAAN Appropriations Limit
- Resolution 20-35



OPERATING BUDGET FISCAL YEAR 2020-2021



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City Manager's Message



July 28, 2020

City of Lindsay
251 E. Honolulu
Lindsay, CA 93247

Honorable Mayor and Councilmembers:

I am pleased to submit the Fiscal Year 2020/2021 Budget for the City of Lindsay. First and foremost, I want to thank all the employees for all their hard work and perseverance and diligence during a very difficult time. I would also like to thank the City Council for their shared vision and commitment to Lindsay. All of us are facing unique challenges both in the workplace and at home. I am committed to the health, safety and wellbeing of everyone who works and lives in Lindsay.

The adoption of the City's budget is one of the most important actions that any City Council takes each year. The budget determines the levels for service and staffing and sets the amount of funds spent in a given fiscal year. The planning process of this budget has been particularly difficult due to the uncertainty brought on by a global pandemic. Consequently, our approach was very conservative. Marked with uncertainties and challenges, the budget communicates what we can reasonably predict with the help of our consultants, and what we think is the most fiscally responsible approach to funding operations and capital investments to best serve the Lindsay community. Overall, this is a very risk-adverse budget.

The total budget for FY 2020/21 is \$13.0 million, including a \$6.3 million Operating Budget and a \$3.1 million Capital Improvement Program (CIP) budget. The budget projects a small deficit of \$289,000 and a year-end General Fund Reserve level of \$800,000. The budget is based upon the best available data. Should the impact of COVID-19 on the economy be greater than currently projected, adjustments will need to be made during the mid-year budget process completed in early 2021.

The economy is struggling, unemployment is high and market volatility is expected. Conditions that affect the fiscal health of the City could change rapidly based on Federal, State or County guidance on operations. COVID-19 has decimated industries that rely on travel, tourism, special events, gyms and non-essential retail. Sales Tax, Transit Occupancy and Wellness Center revenues have been drastically reduced to reflect the new realities. The City must be flexible and pivot as necessary.

Property tax, Franchise Fees, and Utility Users tax revenues are projected to be stable. The City does not rely too heavily on tourism and sales tax for revenue the City and thus is in a far better position to handle closures due to COVID.

An area of real concern is the City's ability to pay for Water and Sewer capital projects. While the City is meeting its daily obligations in those two funds over the next five years \$8.3 million for water projects and \$1.3 million dollars in sewer projects remain unfunded. Grants can be used to fill gaps here and there, but this is not a long-term sustainably strategy. Over the next year staff will be focusing on make these funds solvent.

Our community faces with serious questions about the future of the community. How will the pandemic continue to impact local businesses? How will state orders impact Health and Wellness Center operations? Will much needed development projects be delayed or abandoned? How can the City operate if an outbreak occurs within the employee ranks or their families? As theses unknowns unfold, I am convinced that our staff will, without hesitation, push forward. Through all the obstacles and all the stress, the City will emerge as it always has for the last one hundred and ten years. I am hopeful that the City's residents are proud of the response to COVID-19 and proud that the City is working toward fiscal responsibility. I, along with City staff, look forward to serving the community, executing the City's goals and working together to build and maintain long-term fiscal sustainability.

Sincerely,

Joseph M. Tanner, City Manager

Budget Document

A budget serves many purposes. It is the City's annual financing and spending plan, providing a means for allocating resources to meet the needs and desires of the residents of the City. The budget balances City revenues with community priorities and requirements. The budget serves as a communications device, a policy document, resource allocation tool, an accountability tool and a management tool. The budget document grants spending authority to City staff, as well as providing the spending plan for the City of Lindsay. The budget document provides a snapshot of the financial health and community priorities of the City of Lindsay.

This document is designed to deliver information clearly and concisely to City leadership, residents and the public in general. To achieve the aim of making this budget document useful and dependable, City Staff have organized it into two general sections.

The first section describes the “who” and “what” of the City of Lindsay. It includes community, organizational, departmental and staffing overviews.

The second section describes the “how” and “where” of the City of Lindsay. It includes past financial performance, present conditions and future expectations. The reader will see how the City is organized in various funds, how each fund is funded and where the resources from each fund are used to provide comprehensive City services.

Who & What Section



Community Overview

Associated most prominently with Agriculture, the City of Lindsay is a small town in California’s Central Valley near the Sierra Nevada Foothills. The City’s rich heritage, change-leading school district, family-focused community, and proximity to larger cities and National Parks makes the City an excellent choice for a place to live.

LOCATION



City Area

2.5 Square Mile (Incorporated)
 3.9 Square Mile (Urban Development Boundary)

Weather & Climate

Average Temperature: 47°F Low / 80°F High Average Rainfall: 11 Inches

POPULATION

Population by Race / Ethnicity

	<i>Hispanic / Latino</i>	<i>Not Hispanic / Latino</i>
<i>Asian</i>	31	131
<i>Black/African American</i>	26	28
<i>Native American</i>	337	67
<i>Other</i>	2,590	15
<i>Two or More</i>	121	13
<i>White Only</i>	8,878	1,226
<i>Population</i>	13,463	
<i>Blue Collar: Civilian 16+</i>	3,155	
<i>White Collar: Civilian 16+</i>	1,684	
<i>Service / Farming: Civilian 16+</i>	2,781	
<i>Average Travel Time to Work</i>	27 minutes	

INCOME

Household Income (HHI)

	<i>Households by Annual Income</i>
\$100,000+	1,313
\$75,000 - \$99,999	455
\$50,000 - \$74,999	588
\$35,000 - \$49,999	403
\$25,000 - \$34,999	292
\$15,000 - \$24,999	296
<\$15,000	352
<i>Annual Aggregate HHI</i>	\$140,800,000
<i>Median HHI</i>	\$30,949
<i>Average HHI</i>	\$39,508
<i>Median HH Effective Buying Income</i>	\$28,959
<i>Average HH Effective Buying Income</i>	\$34,077

HISTORY

When Thomas Orton, an emigrant from England, landed in Boston harbor in 1635, he had little idea one of his descendants would be planting the first of many orange trees some seven generations and 245 years later, in Lindsay, California, 3,000 miles to the west.

Julius Orton, a seventh-generation descendant of Thomas, was born in Ohio in 1825. The family moved to Missouri in 1838. Julius enlisted as a teamster in the U. S. Army when the war with Mexico began in 1846, then served as a guard for a pack train crossing the plains to Placerville, a booming California gold mining town.

Finding no gold, Julius moved to Soquel, a lumber town near Santa Cruz, where he worked as a laborer and eventually developed his own herd of cattle. In 1859, accompanied by his wife and two small daughters, and driving a small herd of cattle, he walked more than 200 miles from the coast to a homestead along the Tule River southwest of Lindsay.

Julius Orton became a part of Lindsay history in the 1880's when he took up a second 160-acre homestead on land adjacent to the property of Lewis and John Keeley, brothers who had homesteaded a few miles southwest of Lindsay in the mid 1870's.

The importance of all this is Julius Orton is credited with planting the first orange trees in the Lindsay district on his homestead, giving rise to the motto, "Central California's Citrus Center."

The Ortons and Keeleys were not the only pioneers in the district. Members of the Yandanche Indian tribe had for centuries come into the valley by way of Lewis Creek canyon to hunt and fish. Captain John Fremont passed by the site of Lindsay twice on exploration trips, following what later became the Butterfield Stage route.

John J. Cairns, a Scotsman by birth, came to the Lindsay area in 1881. His first venture was as a sheep rancher, followed by cattle, then as a grower of 22,000 acres of grain in Tulare and northern Kern counties. He also was

credited with development of water wells which encouraged the further development of citrus acreage. The Cairns homestead property and citrus orchard, bordered by century old olive trees, still exists at Cairns Corner west of Lindsay.

Capt. Arthur J. Hutchinson, known as the founder of the City of Lindsay, came to the area in 1889. He was born in Bermuda, where his father was assigned by the British government and served for a time as governor. Capt. Hutchinson was a Royal Military College graduate and served in India until 1879, when illness forced his retirement. Coming to California for his health, he moved to the Lindsay area, bought 2,000 acres and formed the Lindsay Land Company.



Early view from the railroad track on Sweetbrier. This photo shows the first Baptist Church and the first Washington School. Taken in 1905.

Development of the Lindsay townsite began under the Pacific Development Company when the Southern Pacific Railroad came through the area in 1889.

The townsite was laid out by Capt. Hutchinson and the community was named for his wife, Sadie Lindsay Patton Hutchinson. Stockton Berry migrated to the area about the same time as Capt. Hutchinson and farmed several thousand acres of grain, grapes and oranges to the northeast of Lindsay.

In addition to farming, Stockton Berry invented the first tractor drawn grain harvester, revolutionizing the industry. He developed an efficient method for using electric motors and power for drilling wells and pumping water.



G.S. Berry and the first self-propelled harvester around 1885. It used the stalks of the wheat for fuel. The chance of fire was great as the sparks could ignite the entire fields of grain before it was harvested.

The advent of the 20th century saw an increase of population in the area. Jobs were available in the increased orange and olive plantings. Many others worked in timber and mining operations in the mountains to the east. By 1905, approximately 700 acres of oranges had been planted in the district, but only a few were in full bearing.

The increase in population which followed the arrival of the railroad included many persons interested in development of a town site. Excursion trains from southern California arrived every few weeks carrying people interested in settling in the Lindsay area. This influx of people sparked the development of some 75,000 acres of land by 1910, along with packing houses to process the agricultural products.



The Southern Pacific Depot was located on Sweetbrier. The train was a much-used means of travel for Lindsay residents and relatives. This group of travelers was captured on film in the 1920s.



Honolulu Street, looking west about 1908. It would be a few years before curbs, gutters, and paving would make "going to town" a cleaner experience.



W. A. Morley had the first Ford dealership in Lindsay. This wonderful old building and garage was at the corner of South Elmwood and Apia.

The Lindsay Chamber of Commerce was organized in 1908 with G. B. Moore, a food market owner, as first president. Its first project was to promote the incorporation of the City of Lindsay on February 28, 1910, with some 700 residents within the city limits.

Citizens were eager to develop their community and its economy. In 1911, a bond issue of \$130,000 was approved to develop a water system and construct a sewer system.

By 1916, there were 23 blocks of paved streets and the population rose to 3,000. There were four schools, nine churches and numerous social clubs. There were 115 members in the Tuesday Club (later to become the Lindsay Women's Club), which constructed the arboretum at the southwest corner of Mirage and Hermosa, now occupied by a church. The economy in 1916 was also robust. Stores with a full complement of merchandise lined the downtown streets.

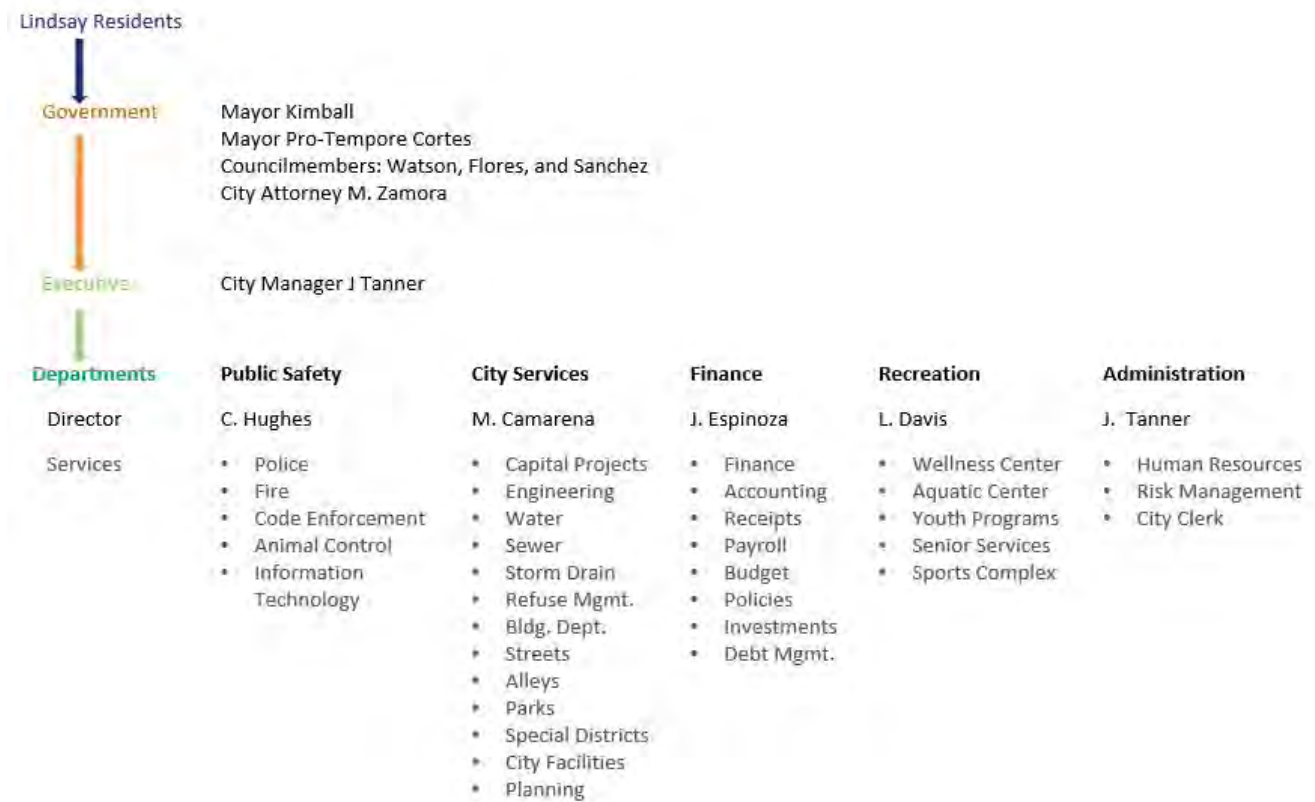
Citrus growers sent 3,186 cars to market, up from the 556 cars in 1910, and 14 large packing houses employed 1,500 workers. The three banks recorded gross resources of \$1,320,000.

But there was trouble ahead. Foothill area irrigation wells began to show signs of salt. The Lindsay-Strathmore Irrigation District began to import water from wells it owned in the Kaweah River Delta. The Tulare Irrigation District and other Delta interests in 1916 filed a lawsuit which was in the courts for 20 years, and which was not compromised until 1936 only after the advent of the Central Valley Project which brought water to the district in the Friant-Kern Canal. In celebration of the settlement, the members of the California State Supreme Court visited Lindsay for the celebration.

Organization

The City of Lindsay is a Council-Manager form of government operating in accordance with the City Charter. The residents elect a five-member, elected at-large City Council. The Council sets the policy and priorities for the City. The Council directs the professional City Manager to ensure the policies and priorities are implemented, followed and achieved by the City Departments. Both City Council and City Management are held to the highest levels of ethical behavior and integrity in fiscal management.

ORGANIZATION CHART



City Council



Mayor Pam Kimball (center), Mayor Pro Tem Laura Cortes (top left), Councilmember Brian Watson (bottom left), Councilmember Yolanda Flores (top right), and Councilmember Rosaena Sanchez (bottom right).

MISSION STATEMENT

The mission of the City Council is to develop plans and programs, provide adequate financial and physical resources for, and to implement fully such plans and programs as it finds necessary to accomplish the duties and obligations set out in the City Charter, and State and federal law.

DESCRIPTION

The City Council represents the will of the residents of the City of Lindsay and crafts policy as well as authorizes the expenditure of funds to achieve said will. Under the Council-Manager form of government outlined by the City Charter, the Council consists of five council members elected at large in staggered four-year terms. Its duties include:

- Provide the residents of Lindsay with essential services such as public safety, clean drinking water and drivable roads;
- Oversee and authorize spending for City services;
- Ensure the overall well-being of the City;
- Selecting a Mayor and Mayor Pro-Tem;
- Participate in regional organizations and boards so the City of Lindsay's voice can be heard;

- Making provision for, budgeting for, and providing adequate financial resources and physical facilities for a full range of quality City services, activities that equitably provide for the quality of life for all economic, social, ethnic and age groups within the City.

The City Council convenes on the second and fourth Tuesday of the month at 6:00 p.m. at 251 E. Honolulu, Lindsay, California.

ACCOMPLISHMENTS

Highlights from the previous fiscal year include:

- Provided services during COVID-19 Pandemic
- Continued the road to fiscal stability
- Dollar General Opening
- Hired new City Manager
- Approved the City's first dispensary
- Approved the Housing Element of the General Plan
- Updated Environmental Justice Element for General Plan
- Passage of Measure O
- Joined the Tulare County Regional Transit Agency Joint Powers Agreement
- Purchased property of City of Lindsay Transit Center

OBJECTIVES FOR FY 2019-2020

Each year the Council identifies continuing or new objectives to guide its decision framework. For Fiscal Year 2020-2021, the City Council of Lindsay has identified the following objectives to move Lindsay forward. Each department ties its objectives to the Council objectives to make the entire City function effectively.

No 1 – Live in a safe, clean, comfortable and healthy environment.

- Implement policies and guidelines to mitigate the spread of COVID-19
- Provide reactional services and opportunities to the community
- Update Safety Element for General Plan

No 2 – Increase our keen sense of identity in a physically connected and involved community.

- Continue to interact and provide information with the public across social media

No 3 – Nurture attractive residential neighborhoods and business districts.

- Advocate and support for regional transportation projects and programs that benefit the City of Lindsay

No 4 – Dedicate resources to retain a friendly, small-town atmosphere.

No 5 – Stimulate, attract and retain local businesses.

- Create opportunities for businesses through zoning and planning efforts

No 6 – Advance economic diversity.

- Focus on removing blight and revitalizing downtown

No 7 – Yield a fiscally self-reliant city government while providing effective, basic municipal services.

- Continue to provide essential services to the public.
- Implement and improve fiscal procedures to improve the financial health of the City
- Ensure that enterprise funds are self-reliant and don't depend on the General Fund for fiscal stability
- Review Fees for Services
- Look for innovative ways to balance the budget and create fiscal stability

CONTACTS

MAYOR

Pamela Kimball
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COUNCILMEMBER

Brian Watson
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MAYOR PRO TEM

Laura Cortes
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COUNCILMEMBER

Yolanda Flores
yflores@lindsay.ca.us

COUNCILMEMBER

Rosaena Sanchez
rsanchez@lindsay.ca.us

City Manager



MISSION STATEMENT

The mission of the City Manager is to carry out the goals and objectives of the City Council while providing leadership to staff through careful, proper, and professional administration.

DESCRIPTION

The City Manager's Office is responsible for a variety of administrative duties, and functions that include the following:

- Support City Council;
- Oversee all department heads as the Executive officer of the City;
- Direct Community Relations; and
- Coordinate inter-agency activities.

The duties of the City Clerk include:

- Support City Manager and other departments as needed;
- Circulate Public information;
- Facilitate Council agenda packets and reports;
- Facilitate Legislative meetings;
- Support County Elections Office;

- Prepare various reports for the State; and,
- Record and maintain City records, ordinances and codes.

ACCOMPLISHMENTS

- Manage and mitigate the impacts of COVID-19;
- Put new policies in place to keep the employees and community safe;
- Coordinated with other jurisdictions on COVID-19;
- Presented a 5-Year financial projection to City Council;
- Present a 2020/2021 budget to City Council;
- Maintain communications with the community through Facebook and updated website;
- Recruited City Clerk Position

OBJECTIVES FOR FY 2019-2020

The City Manager is responsible for implementing the City Council's objectives via delegation or personally attending to specific components. The City Manager's objectives encompass the City Council's community-oriented objectives and the health and professional development of City staff. The City Manager focuses on both the community side and the internal side of each of the following objectives.

No 1 – Live in a safe, clean, comfortable and healthy environment.

- Restructure Code Enforcement to improve effectiveness.
- Dedicate support and resources to the Police Department for training and recruitments.
- Work with other jurisdictions to create a local task force to combat illegal fireworks
- Keep the Wellness Center open and operational.

No 2 – Increase our keen sense of identity in a physically connected and involved community.

- Continue to communicate with the public through social media and other means.
- Find ways to bring the community together during challenging times.
- Foster a sense of “community” with employees

No 3 – Nurture attractive residential neighborhoods and business districts.

- Create business opportunities along the highway by promoting the Operational Improvement Projects along Highway 65
- Program Measure R transit money to improve the quality of life for residents

№ 4 – **D**edicate resources to retain a friendly, small-town atmosphere.

№ 5 – **S**timulate, attract and retain local businesses.

- Recruit businesses to fill the vacant packing houses and empty storefronts in the Downtown.

№ 6 – **A**dvance economic diversity.

№ 7 – **Y**ield a fiscally self-reliant city government while providing effective, basic municipal services.

- Analyze restructuring of government services.
- Partner with other Cities to provide services to the community at a lower cost.
- Restructure existing debt.
- Evaluate water and sewer funds and get them solvent.

CONTACTS

Joseph Tanner, City Manager

Phone (559) 562-7102 ext. 8010

Fax (559) 562-7100 jtanner@lindsay.ca.us

Vacant, City Clerk

lindsaycityclerk@lindsay.ca.us

Public Safety



MISSION STATEMENT

The mission of the Lindsay Department of Public Safety is to ensure residents have an efficient and responsive code enforcement; police, fire and animal control force to maintain public safety; and, an outstanding quality of life for our community.

DESCRIPTION

The duties of the Public Safety Department encompass the services of several different sub-departments including:

- Police
 - Conduct proactive and innovative approaches to reduce crime; ○ Ensure the community of Lindsay is kept safe including its streets, schools and neighborhoods;
 - Respect the needs of the residents and meet those needs by utilizing innovative approaches to solving problems; and
 - Actively prevent criminal acts and aggressively apprehend criminals in a manner which is consistent with the law.
- Animal Control
 - Patrol and protect the City of Lindsay by capturing stray animals;
 - Ensure the humane and approved treatment of captured animals; and
 - Shelter all animals captured by animal control.
- Fire Protection

- Respond to fire emergencies;
- Assist in medical responses;
- Extinguish fires to save life and property; and
- Prevent, when possible, the potential of a fire hazard.
- Code Enforcement
 - Enforce compliance with City regulations and ordinances including zoning, land use, nuisance housing, building codes, health and safety, blight, graffiti, water waste, and other matters of public concern;
 - Receive and respond to citizen complaints and reports from other agencies and departments on alleged violations of City zoning and codes/ordinances; and
 - Conduct field investigations and inspect properties for violations.
- Contracted 9-1-1 Dispatch
 - Dispatch and coordinate the responses of public safety agencies;
 - Translate information to the appropriate codes;
 - Determine and assign the level of priority of the calls;
 - Ask vital questions and provide pre-arrival instructions for emergency medical calls.
- Contracted Ambulance Services
 - Respond to emergency and non-emergency calls calmly, efficiently and promptly;
 - Administer basic and restricted advanced life support to patients at the scene, en route to the hospital;
 - Assess the nature and extent of injury or illness; and
 - Communicate with professional medical personnel and treatment facilities to obtain instructions regarding further treatment.

ACCOMPLISHMENTS

The Department of Public Safety has begun implementing a Drone Program. The hope of the department is officers are equipped with drones to better serve the citizens of Lindsay while maintaining a healthy balance to their right of privacy. The Drone Program is expected to assist Officers in patrolling areas of the city and enhancing their abilities to see their surroundings.

The Department of Public Safety has been able to replace aged equipment while maintaining fiscal responsibility. The Department is still in the process of replacing aged fire equipment with the intent to hire professional fire personnel in the future.

The Department of Public Safety has enhanced their relationship with the Lindsay Unified School District and their learners. School Resource Officer Adriana Nave is an asset to the community and is a welcomed presence on the district school sites.

The Department of Public Safety is currently operating a child safety seat program with community partners. Staff routinely uses their time and resources to host and attend several child safety seat activities in and around the County of Tulare.

The Lindsay Department of Public Safety faces many challenges in law enforcement now and in the future. Law makers at the state and federal level are changing the ways law enforcement protects the community and in the type of services public safety provides. These changes will be met and carried out by the Public Safety Officers of this department. The members of the Department of Public Safety will do their very best to serve the residents of Lindsay. Your trust in the department is crucial as we serve the residents of the City of Lindsay.

OBJECTIVES FOR FY 2020-2021

While the work of the public safety department touches all seven of the City Council’s objectives for FY 2020-2021, the Public Safety department identifies the following as highest-priority objectives.

No 1 – Live in a safe, clean, comfortable and healthy environment.

- *Add another one or two fire engineers*
- *Continue to provide a public safety officer at the high school*
- *Provide ongoing training and needed community resources*

No 2 – Increase our keen sense of identity in a physically connected and involved community.

No 3 – Nurture attractive residential neighborhoods and business districts.

No 4 – Dedicate resources to retain a friendly, small-town atmosphere.

No 5 – Stimulate, attract and retain local businesses.

No 6 – Advance economic diversity.

No 7 – Yield a fiscally self-reliant city government while providing effective, basic municipal services.

The Lindsay Department of Public Safety will continue to provide the best services possible moving forward. The COVID 19 Pandemic has and will continue to test all of us on many different levels. Our hope is that we work together to combat this pandemic and continue to move forward in the City of Lindsay.

CONTACTS

Emergencies

9-1-1

Non-Emergency & Animal Control

Phone (559) 562-2511

Finance



MISSION STATEMENT

In a spirit of excellence, integrity, and dedication, the Finance Department is committed to providing timely, accurate, clear and complete information and support to City Council, other City departments, residents and the community at large.

DESCRIPTION

The Finance Department's objectives are to:

- Demonstrate integrity, accountability, consistency, professionalism and a strong work ethic;
- Emphasize strategic financial planning and performance reporting;
- Maximize the effective and efficient use of public funds;
- Execute directives and policies of the Administration and City Council;
- Provide excellent customer service.

Services and Departmental Duties

- Utility Billing
- Business License
- Accounts Payable
- Curb & Gutter & Miscellaneous Billing
- General Ledger Accounting

- Home & Business Loan Portfolio management
- Banking & Investments, including reconciliations & debt management
- Governmental Accounting & Reporting
- Payroll Processing and Tax Reporting
- Risk Management – Property, Liability, Work Comp
- Successor Agency administration

ACCOMPLISHMENTS

Finance Staff performed admirably as the department worked through a challenging time. Staff improved processes, implemented auditor recommendations, and aided other departments with the proactive monitoring of their respective budgets and allocated expenditures. Even considering expected decreases in sales and use tax revenues, it is anticipated that the City's General Fund will finish with a positive balance for the Fiscal Year 2019-2020. The department is making improvements to how quickly and in what format it shares information with departments and the public to enhance the usefulness and understandability of budget and financial information.

OBJECTIVES FOR FY 2020-2021

The Finance Department Objectives for FY 2020-2021 are simple yet extremely important.

№ 1 – **L**ive in a safe, clean, comfortable and healthy environment.

№ 2 – **I**ncrease our keen sense of identity in a physically connected and involved community.

№ 3 – **N**urture attractive residential neighborhoods and business districts.

№ 4 – **D**edicate resources to retain a friendly, small-town atmosphere.

№ 5 – **S**timulate, attract and retain local businesses.

- *Support the City Manager in economic development strategies and activities.*

№ 6 – **A**dvance economic diversity.

№ 7 – **Y**ield a fiscally self-reliant city government while providing effective, basic municipal services.

- *Accurately and astutely manage the City's financial resources.*
- *Create a realistic, easily understood budget.*

CONTACTS

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Juana Espinoza, Finance and Accounting Manager

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City Services



MISSION STATEMENT

The Department of City Services mission is to maximize available resources, to ensure courteous and superior service delivery to all citizens. To promote programs and services that will preserve and enhance the quality of life in the most efficient manner. Employees will strive to serve the community with a “Spirit of Excellence.”

DESCRIPTION

The City Services Department is comprised of the following sub departments;

- Streets (general maintenance, signage, striping and painting, construction/renovation);
- Parks (general maintenance and upkeep);
- Planning (creating a better business community for the City);
- Engineering (project development, design, bidding, construction oversight and management, both in house and outside consultants);
- Building/construction oversight (residential, commercial and industrial plan review, permit process and inspections);
- Water Utility (water treatment and distribution systems, training and continuing education of licensed operators, public outreach and education of drought issues);

- Wastewater Utility (wastewater collection, treatment and disposal systems, training and continuing education of licensed operators);
- Storm Drain Utility (collection system and basin general maintenance);
- Land Application Monitoring (daily site and flow monitoring);
- Landscape District Maintenance (general maintenance of common area landscape districts);
- Refuse Service (support service and collaboration with contract services provider);
- City Facility Maintenance (general building upkeep and maintenance); and
- Area Board and Committee Representation (Integrated Regional Water Management Board and Stakeholders Committee, Disadvantaged Community/Public Advisory Committee, East Kaweah Groundwater Sustainable Agency Technical Advisory Committee, Congestion Management Plan Steering Committee, Construction Manager/General Contractor Steering Committee, Tulare County Association of Governments Technical Advisory Committee, Tulare County Association of Governments Active Transportation Advisory Committee).

The City Services Department oversees the contracted planning services to ensure commercial and residential developments conform to current City ordinances and the latest adopted building codes and standards. The City Services Department works collaboratively with the Finance Department for collection of fees associated with building permits and private developments. As well, City Services delves in data compilation from Finance Department computer systems to ensure accurate information and efficient customer service.

ACCOMPLISHMENTS

The City Services department manages the physical condition of the community and its environment. While some of the work City Services may do is out of sight because it deals with infrastructure under the ground or at the treatment plant, much of the work is either in plain view (like street repair projects) or experienced in another way like water taste and quality. Not only does the City Services department maintain the City's infrastructure in practical and systematic ways, but also does so with limited staffing and financial resources.

- Street Projects:
 - In addition to basic street maintenance and stripping, the City completed six cape seal projects in early May.
- Water Projects:
 - Rehabilitated Well 14 and Well 15 and increased production by over 50%.
 - Received grant funding from TK IRWM DAC PAC for IRWM qualified projects; completed Disinfection By Products (DBP) Feasibility Study, Regional Water Treatment Plant Study (on going)
 - Prop. 1 Project: Project: Well 14 plans and specifications for future DBCP mitigation (Well is compliant now)

- General/Private Projects
 - Awarded grant funding award: State Parks Program, \$3.67M, Kaku Park/Olive Bowl Rehabilitation Project
 - Awarded grant funding award: California Department of Transportation Planning Grant \$230,495, Hermosa Street gateway project
 - Year End Summary FY 2019-2020:
 - Number of permits issued: 314
 - Total valuation of permits: \$5,002,816
 - Total fees collected: \$142,199

OBJECTIVES FOR FY 2020-2021

No 1 – Live in a safe, clean, comfortable and healthy environment.

- *Continue to seek for an additional water source supply*
- *Optimize efficiency in existing water system*
- *Support code enforcement activities*
- *Maintain responsiveness to unique needs in the community*

No 2 – Increase our keen sense of identity in a physically connected and involved community.

- *Promote water conservation programs*
- *Encourage community participation in the planning process*

No 3 – Nurture attractive residential neighborhoods and business districts.

- *Evaluate and support new housing developments*
- *Plan for growth in residential neighborhoods and business districts*

No 4 – Dedicate resources to retain a friendly, small-town atmosphere.

- *Encourage collaboration with developers and builders*
- *Exercise sound planning principles and thoughtful decision making*

No 5 – Stimulate, attract and retain local businesses.

- *Engage businesses earlier in the planning and approval process*

No 6 – Advance economic diversity.

- *Study current economic conditions and economic opportunities*

No 7 – Yield a fiscally self-reliant city government while providing effective, basic municipal services.

- *Continue to deliver projects approved by the City Council using grant funding wherever possible*
- *Study project associated costs for comparison with fee schedule for discrepancies*

CONTACTS

Mike Camarena, City Services Director

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engineering@lindsay.ca.us

Human Resources



MISSION STATEMENT

To provide our employees a positive stable work environment.

The mission of the human resources department is to support the goals and challenges of the City of Lindsay by providing services that promote a positive work environment that is characterized by fair treatment of staff, open communications, personal accountability, trust and mutual respect. We continue seek and offer solutions to workplace issues that support and optimize the operating principles of the City.

DESCRIPTION

The Human Resources department is responsible for:

- Administration of Employee Benefits;
- Recruitment and Selection;
- Wage and Salary Administration;
- Employee Relations;
- Memorandums of Understanding and associated Contracts;
- Employee Personnel Files;
- Employee Training
- Worker's Compensation
- Risk Management

The City of Lindsay is an Equal Opportunity Employer (EEO) and is compliant with the Americans with Disabilities Act (ADA).

ACCOMPLISHMENTS

The Human Resources department was busy in FY 2019-2020 with managing organizational changes, processing job applications, conducting interviews, providing management training, managing benefits, and facilitating employee reviews.

Continuing their success in 2019-2020, City employees received recognition from the City's health benefit brokers for once again having the highest participation rate in its health and wellness program.

OBJECTIVES FOR FY 2020-2021

No 1 – Live in a safe, clean, comfortable and healthy environment.

No 2 – Increase our keen sense of identity in a physically connected and involved community.

No 3 – Nurture attractive residential neighborhoods and business districts.

No 4 – Dedicate resources to retain a friendly, small-town atmosphere.

No 5 – Stimulate, attract and retain local businesses.

No 6 – Advance economic diversity.

No 7 – Yield a fiscally self-reliant city government while providing effective, basic municipal services.

- *Encourage and build trust among Staff, Management, Elected Officials and the community*
- *Promote a culture of respectful diversity within the City*
- *Demonstrate the highest levels of professionalism and integrity*
- *Develop and train staff*

CONTACTS

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Recreation | Wellness and Aquatic Center



 MISSION STATEMENT

The Lindsay Wellness Center has been developed through a partnership between the City of Lindsay and the Lindsay District Hospital Board. (Vision) The facility has been developed to provide a state-of-the-art, safe and friendly place to learn about health and wellness-related conditions, enjoy the company of others and exercise at their own pace. In addition to our group fitness classes, aquatics center, and fitness center, we offer a variety of educational and social activities.

Wellness is an active process of becoming aware of and making choices toward a healthy and fulfilling life. Wellness is more than being free from illness, it is a dynamic process of change and growth.

"...a state of complete physical, mental, and social well-being, and not merely the absence of disease or infirmity."

- The World Health Organization

"a conscious, self-directed and evolving process of achieving full potential."

- The National Wellness Institute

Our mission is:

- To provide resources and programming that educate and support our community and our members in their learning to live healthy, active lives.
- To promote wellness not only through physical health and fitness, but also mental and social wellbeing.
- To offer a friendly and safe environment for individuals of all ages to evolve in their journey toward optimal wellness.

DESCRIPTION

The Wellness Center offers a variety of services to the residents of Lindsay including:

- Sloped-entry kiddie pool area
- Eight-lane swimming pool;
- Laboratory services;
- Gym equipment and wellness facility;
- Exercise classes;
- Massage therapy;
- Physical therapy (including therapy pool);
- Special event rental facility; and
- Pool rental opportunities.

In addition, the Wellness Center serves as the home to the Lindsay High School swim team and Skimmers, a local competitive youth swim team.

Recreation offers a variety of activities and opportunities to the residents of Lindsay including:

- Facility rentals
 - Olive Bowl
 - Harvard Park
 - Lindsay Sports Complex
 - Annual Health Walk
- Summer Night Lights
- Special community events

ACCOMPLISHMENTS

The Wellness and Aquatic Center made strides in programming in Fiscal Year 2019-2020. Working with the Lindsay Unified School District after school program, the wellness center staff and instructors were able to provide swim lessons, martial arts, mindfulness yoga, circuit training, Zumba and Pound classes to the youth who participate in the after-school STARS program and FitWithIn program.

With the addition of Silver Sneakers Memberships, which allows certain senior citizens to enjoy free membership to the Center, Zumba Gold classes were able to begin and over 100 memberships were added with this programming.

After all the hard work with community engagement, we received a California State Park's Grant in the amount of \$3,670,437 to completely renovate Kaku Park and Olive Bowl. We are looking forward to seeing this amazing remodel and upgrade transform in the next couple of years.

OBJECTIVES FOR FY 2020-2021

No 1 – Live in a safe, clean, comfortable and healthy environment.

- *Offer affordable programs and positive community activities.*

No 2 – Increase our keen sense of identity in a physically connected and involved community.

- *Strive to create and support community-organized recreation and wellness activities.*

No 3 – Nurture attractive residential neighborhoods and business districts.

- *Collaborate with local non-profit organizations, school district and businesses.*

No 4 – Dedicate resources to retain a friendly, small-town atmosphere.

- *Maintain a positive customer service-based attitude.*

No 5 – Stimulate, attract and retain local businesses.

- *Provide opportunities for local businesses to grow through connection to our programs, activities and facilities.*

No 6 – Advance economic diversity.

- *Engage all community members in sharing in the benefits of participating in active living.*

No 7 – Yield a fiscally self-reliant city government while providing effective, basic municipal services.

- *Achieve financial sustainability by optimizing the use our facilities and properly sizing our staffing levels.*

CONTACTS

Lisa Davis, Recreation/Wellness/Aquatic Supervisor

Recreation, Wellness & Aquatic Center

Phone (559) 562-5196

www.lindsaywellnesscenter.com

Staffing

The City is very conscious of the need to recruit and retain the best talent while operating as efficiently as possible to be good stewards of its resources. Balancing the efficiency and leanness with the many services the City provides leads to many City employees serving in multiple capacities. As a result, the salary and benefits for some City employees are allocated to multiple departments according to the time each staff member serves in those departments during the year. An example is City Services Director whose salary and benefits are allocated to the general fund, water, sewer, etc. proportional to the time the Director spends working on projects in each fund.

The following salary allocation tables are updated every two years.

The Classification and Salary Schedule identifies the pay range for each classification in the City. When approved, employees move one step up the range until they reach the maximum.

Staffing is divided into three classifications. The first is Non-Exempt Employees, which are eligible for overtime and all provisions of the applicable MOU. The second is Exempt & Supervisorial Staff, which are not eligible for overtime. However, they are eligible for all other provisions of the applicable MOU. The third is the Executives, which are under an at-will contract, not eligible for overtime and not eligible for provisions in any MOU.

The City Manager and Department Heads are at-will employees who operate under individual contracts with the City. They are not eligible to participate in a bargaining unit's Memorandum of Understanding (MOU). The City has two bargaining units – one for public safety employees and one for miscellaneous (or all other) employees.

ANNUAL SALARY ALLOCATION

The Annual Salary Allocation designates the proportional allocation of each position's salary and benefits to the appropriate departments/fund. The tables on the following two pages display the annual salary steps or ranges for each full-time position.

Department	Position	General	Utilities	Transit & Gas Tax	Wellness	Other
City Manager	City Manager	39%	27%	30%	2%	2%
City Manager	City Clerk / Assistant to City Manager	71%	23%	4%	0%	2%
Finance	Director of Finance	18%	53%	16%	2%	11%
Finance	Finance & Accounting Manager	36%	50%	10%	2%	2%
Finance	Account Clerk III	50%	39%	4%	2%	5%
Finance	Account Clerk III	3%	93%	0%	0%	4%
Finance	Account Clerk I	3%	97%	0%	0%	0%
Public Safety	Director of Public Safety	100%	0%	0%	0%	0%
Public Safety	Admin Supervisor & HR	100%	0%	0%	0%	0%
Public Safety	Public Safety Lieutenant	100%	0%	0%	0%	0%
Public Safety	Public Safety Sergeant	100%	0%	0%	0%	0%
Public Safety	Public Safety Officer	100%	0%	0%	0%	0%
Public Safety	Fire Engineer*	100%	0%	0%	0%	0%
Public Safety	Records	100%	0%	0%	0%	0%
Public Safety	Code Enforcement	100%	0%	0%	0%	0%
City Services	Director of City Services	29%	46%	24%	0%	1%
City Services	Assistant Director of City Services	46%	28%	18%	0%	8%
City Services	Com Dev Specialist II	32%	60%	8%	0%	0%
City Services	Senior Maintenance III	60%	20%	13%	5%	2%
City Services	Senior Maintenance	0%	100%	0%	0%	0%
City Services	Maintenance	30%	60%	10%	0%	0%
City Services	Maintenance	47%	40%	13%	0%	0%
City Services	Maintenance	89%	4%	7%	0%	0%
City Services	Maintenance	91%	3%	6%	0%	0%
City Services	Maintenance	88%	2%	10%	0%	0%
City Services	Maintenance	0%	95%	5%	0%	0%
City Services	Maintenance	1%	89%	0%	0%	10%
City Services	Engineering Tech	38%	33%	19%	0%	10%
City Services	Part- Time Inspector I	95%	5%	0%	0%	0%
City Services	Planner*	80%	15%	5%	0%	0%
City Services	Administrative Secretary	26%	66%	8%	0%	0%
Wellness	Recreation Manager	0%	0%	0%	100%	0%
Wellness	Recreation 1	0%	0%	0%	100%	0%

* Proposed new position

<i>Miscellaneous (TIER 1) hired prior to July 1, 2018</i>	STEPS						
	1	2	3	4	5	6	7
Recreation – Lifeguard or Recreation I	27,040	28,392	29,812	31,302	32,867	34,511	36,236
Maintenance	27,899	29,294	30,758	32,296	33,911	35,607	37,387
Account Clerk I	27,899	29,294	30,758	32,296	33,911	35,607	37,387
Code Enforcement Officer	28,642	30,074	31,577	33,156	34,814	36,555	38,382
Dispatch / Records Clerk	30,897	32,442	34,064	35,767	37,556	39,433	41,405
Maintenance Senior I	30,897	32,442	34,064	35,767	37,556	39,433	41,405
WWTP Operator II	31,739	33,326	34,992	36,741	38,578	40,507	42,533
Com. Dev. Specialist II	33,380	35,049	36,801	38,641	40,573	42,602	44,732
Administrative Secretary	33,392	35,062	36,815	38,656	40,589	42,618	44,749
Maintenance Senior II	39,422	41,393	43,462	45,636	47,917	50,313	52,829
Account Clerk III	39,623	41,605	43,685	45,869	48,162	50,571	53,099
Engineering Technician	49,589	52,069	54,672	57,406	60,276	63,290	66,454
Assistant City Planner	49,589	52,069	54,672	57,406	60,276	63,290	66,454
Building Inspector I	49,589	52,069	54,672	57,406	60,276	63,290	66,454
Administrative Supervisor (Exempt)	54,080	56,784	59,623	62,604	65,735	69,021	72,472
Maintenance Senior III (Exempt)	54,080	56,784	59,623	62,604	65,735	69,021	72,472
Asst. to the City Mgr. / Dep. City Clerk (Exempt)	54,080	56,784	59,623	62,604	65,735	69,021	72,472
City Services Assistant Director (Exempt)	57,402	60,272	63,285	66,450	69,772	73,261	76,924
Finance & Accounting Manager (Exempt)	66,888	70,232	73,744	77,431	81,303	85,368	89,636

<i>Miscellaneous (TIER 2) hired after July 1, 2018</i>	STEPS						
	1	2	3	4	5	6	7
Recreation – Lifeguard or Recreation I	27,040	27,986	28,966	29,980	31,029	32,115	33,239
Maintenance	27,899	28,875	29,886	30,932	32,014	33,135	34,295
Account Clerk I	27,899	28,875	29,886	30,932	32,014	33,135	34,295
Code Enforcement Officer	28,642	29,644	30,682	31,755	32,867	34,017	35,208
Dispatch / Records Clerk	30,897	31,978	33,098	34,256	35,455	36,696	37,980
Maintenance Senior I	30,897	31,978	33,098	34,256	35,455	36,696	37,980
WWTP Operator II	31,739	32,849	33,999	35,189	36,421	37,696	39,015
Com. Dev. Specialist II	33,380	34,548	35,757	37,009	38,304	39,645	41,032
Administrative Secretary	33,392	34,561	35,771	37,023	38,318	39,660	41,048
Maintenance Senior II	39,422	40,801	42,229	43,708	45,237	46,821	48,459
Account Clerk III	39,623	41,010	42,446	43,931	45,469	47,060	48,707
Engineering Technician	49,589	51,325	53,121	54,981	56,905	58,897	60,958
Assistant City Planner	49,589	51,325	53,121	54,981	56,905	58,897	60,958
Building Inspector I	49,589	51,325	53,121	54,981	56,905	58,897	60,958
Administrative Supervisor (Exempt)	54,080	55,973	57,932	59,959	62,058	64,230	66,478
Maintenance Senior III (Exempt)	54,080	55,973	57,932	59,959	62,058	64,230	66,478
Asst. to the City Mgr. / Dep. City Clerk (Exempt)	54,080	55,973	57,932	59,959	62,058	64,230	66,478

City Services Assistant Director (Exempt)	57,402	59,411	61,490	63,642	65,870	68,175	70,561
Finance & Accounting Manager (Exempt)	66,888	69,229	71,652	74,160	76,755	79,442	82,222

STEPS

Public Safety	1	2	3	4	5	6	7
Public Safety Officer	47,751	50,139	52,645	55,278	58,042	60,944	63,991
Public Safety Sergeant	58,253	61,165	64,224	67,435	70,807	74,347	78,064
Fire Engineer (Fire Lieutenant)	58,253	61,165	64,224	67,435	70,807	74,347	78,064
Public Safety Lieutenant	75,550	79,328	83,294	87,459	91,832	96,423	101,244

Executives	Minimum	Maximum
City Manager	109,000	148,800
Director of Public Safety	82,080	109,995
Director of Finance	82,602	105,423
Director of City Services	71,616	98,947

To determine pay per month, divide by 12. To determine pay per pay period, divide by 26. To determine pay by hour, divide by 2,080.

BENEFIT SUMMARY

As part of the compensation package authorized by either MOU or employment contract, the City of Lindsay provides benefits to its employees. These benefits include time off for vacation, sickness and holidays; health benefits including medical, dental, vision and health programs; and deferred compensation through CalPERS and a 457b retirement option. The accumulation and use of these benefits is regulated by the policies and procedures of the City and the MOU's. The following paragraphs summaries these benefits.

Vacation

Full time employees receive ten (10) days of vacation for the first five years of employment. Full time employees with five (5) years of continuous service will receive eleven (11) days per year. Full time employees with seven (7) years of continuous service will receive thirteen (13) days per year of vacation. Full time employees with ten (10) years of continuous service will receive fifteen (15) days per year of vacation. (See section 11.1 personnel rules and regulations for additional information)

Sick Leave

An employee accrues sick leave beginning on the first day of employment. Sick leave is accrued at the rate of 3.08 hours per pay period (10 days per year) for full-time employees.

Holidays

The City observes 13 holidays: New Year's Day; Martin Luther King Jr. Day; Presidents' Day; Memorial Day; Independence Day; Labor Day; Columbus Day; Veterans Day; Thanksgiving; day after Thanksgiving; Christmas Eve; Christmas; and, New Year's Eve.

Health Insurance

The health insurance provider for the City of Lindsay is Anthem Blue Cross. The City includes employee-only insurance as part of the base benefits package. Employees who wish to include family members on the health plan share equally with the City for the additional cost of adding those family members for the PPO 250 Health Plan. If an employee selects the PPO 500 Plan, then the employee receives some cost savings.

All Rates effective January 1, 2020

<i>Medical, Dental & Vision</i>	<i>Employee's Annual Cost (PPO 250 Plan)</i>	<i>Employee's Annual Cost (PPO 500 Plan)</i>
<i>Employee Only</i>	\$0	\$0
<i>Employee + Spouse</i>	\$5,301	\$4,423
<i>Employee + Children</i>	\$4,349	\$3,556
<i>Employee + Family</i>	\$9,209	\$8,010

Dental Insurance

The City's dental plan is offered through Lincoln. Employee and City contributions are covered in the health insurance costs noted above.

Vision Insurance

The City's vision plan is offered through SUPERIOR VISION. Employee and City contributions are covered in the health insurance costs noted above.

Employee Assistance Program

The EAP is a confidential service designed to help employees and their household members resolve personal and workplace challenges. Counseling services are available free of charge to employees 24-hours a day, 7 days a week. Through the EAP, employees may receive telephone or face-to-face counseling services up to eight times per year per incident.

Life Insurance

City employees are covered under a \$15,000 term life insurance program through Lincoln Financial Group. An optional employee-paid group supplemental life insurance program is also available to City employees. The employee-paid term life insurance policy covers the employee and dependents and is portable, meaning it may be continued after individual is not employed by the City.

CalPERS Retirement

City of Lindsay employees participate in the CalPERS retirement system. Understanding the CalPERS system requires background information about pension reform in California and how a pension works.

To begin with, City employees are first divided into two classifications – Public Safety (Police and Fire) and Miscellaneous (all other employees). These two classifications participate at different rates and have different retirement ages.

Further, effective January 1, 2013, CalPERS separated the entire CalPERS system (regardless of classification) into two designations – Classic (those hired prior to January 1, 2013) and PEPRA (those hired on or after January 1,

2013). PEPRA benefits are significantly less than and start later in life than those received by Classic employees. Additionally, PEPRA employees bear a higher percentage of the cost for the benefit. The result is a lowering of the pension liabilities the City and employees will pay into the CalPERS system. CalPERS invests monthly payments to generate future earnings. Retired employees receive pension payments from these future earnings, not the City in retirement.

Finally, each classification and designation is identified by a percent and an age. Employees multiply the number of years they participate in CalPERS by the percent to calculate what portion of their income they will continue to receive via CalPERS (not the City) at the age of retirement for their classification and designation. For example, 2% at 62 for an employee who joined CalPERS at age 42 would mean he or she would receive 40% of their salary in retirement (62 – 42 = 20 x 2% = 40%).

The following tables identify the classifications and designations along with the retirement benefit equation and how much the employees pay and the two components the City pays per pay period toward the pensions.

<i>CalPERS</i>	<i>Public Safety Classic</i>	<i>Public Safety PEPRA</i>	<i>Miscellaneous Classic</i>	<i>Miscellaneous PEPRA</i>
<i>Retirement Age</i>	55	57	55	62
<i>Retirement Percent per Year Employed</i>	3.00%	2.70%	2.70%	2.00%
<i>Employee Contributes per pay period</i>	9.00%	17.50%	9.00%	9.25%
<i>City-paid rate per pay period</i>	18.68%	6.64%	11.21%	3.84%
<i>Total Rate per pay period</i>	27.68%	24.14%	20.21%	13.09%

Additionally, governments in the CalPERS system are facing sizable unfunded liabilities, which means the investments used to create the retirement account were not funded sufficiently in the past. The past underfunding and less-than-expected growth in investment markets have left the system without enough principal to generate returns to fund fully the retirement contracts. CalPERS amortizes the unfunded liability based on return expectations and adjustments for past performance. The following table shows the unfunded liability balance and the city payments in 2020-2021.

<i>CalPERS Unfunded Liability</i>	<i>Public Safety</i>		<i>Miscellaneous</i>	
	<i>Classic</i>	<i>PEPRA</i>	<i>Classic</i>	<i>PEPRA</i>
<i>Unfunded Liability Balance at 6/30/2020</i>	\$3,513,967	\$0	\$4,288,587	\$14,297
<i>FY 2020-2021 Payment toward Unfunded Liability</i>	273,000	0	350,000	4,600

Deferred Compensation

The deferred compensation plan is a voluntary retirement program through Lincoln Life. City employees determine how much of their pay is to be directed towards the deferred compensation plan. The City will match the employee's contribution dollar for dollar up to 3% of the employee's total annual income.

Aflac Coverage

Employees can select to purchase AFLAC services at their own expense. Optional Aflac services include:

- Accident Indemnity Advantage Plan
- Cancer Care
- Short-Term Disability Insurance
- Hospital Advantage
- Specified Health Event Protection Plan

AFLAC is voluntary, and rates may vary depending on age and income levels.

Cafeteria Plan Section 125

To help employees mitigate the cost of health care visits, the City offers Flexible Spending Accounts. The purpose of a Flexible Spending Account is to allow employees to set money aside on a pre-tax basis to cover expenses that are not otherwise covered under a traditional medical, dental or vision plan. These benefits are funded by the employee, not the City.

Identify Protection and Legal Plans

Employees have access to two plans for identify protection and legal support. The cost of the plans are paid for by employees.

Financials



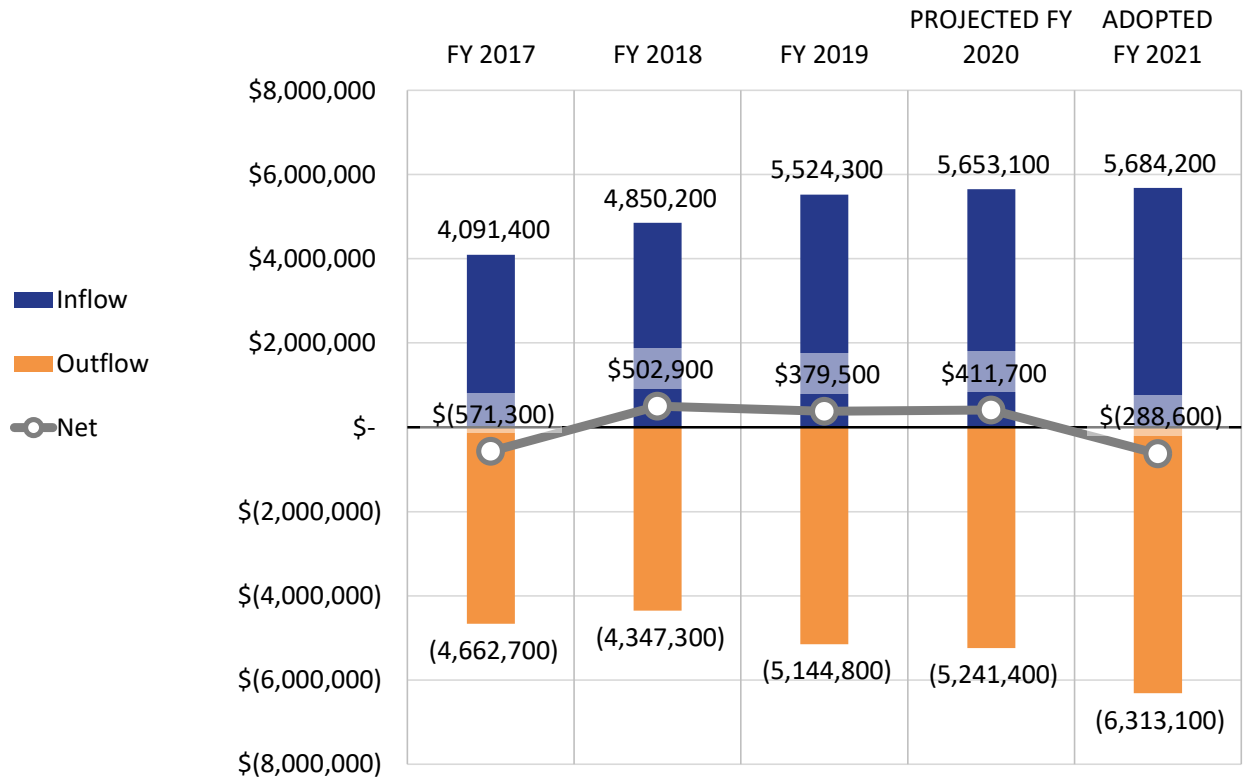
NET PERFORMANCE	FY 2017	FY 2018	FY 2019	PROJECTED FY 2020	ADOPTED FY 2021
GENERAL FUND					
101-GENERAL FUND	(571,300)	502,900	379,500	411,700	(288,600)
COMMITTED FUNDS					
200-STREET IMPROVEMENT FUND	1,377,700	1,065,000	10,000	14,200	11,200
471-PARK IMPROVEMENTS	8,500	41,100	11,300	4,600	3,300
RESTRICTED FUNDS					
260-SB1 ROAD MAINTENANCE & REHAB	-	-	57,700	-	-
261-GAS TAX FUND	(53,400)	58,700	39,500	13,300	(49,700)
263-MEASURE R	62,600	(1,106,600)	71,300	81,200	(16,500)
264-GAS TAX-TRANSIT FUND	100	100	300	(400)	(200)
265-STP HWY FUNDS	129,500	131,000	-	4,800	-
266-LTF-ART 8 STREETS & ROADS	437,700	1,187,600	499,100	272,000	4,500
ENTERPRISE FUNDS					
300-McDERMONT OPERATIONS	(829,900)	(466,800)	(19,000)	-	-
400-WELLNESS CENTER	(114,600)	(99,500)	2,000	40,600	(500)
552-WATER	188,900	668,800	54,200	(9,100)	(928,700)
553-SEWER	263,900	571,500	314,600	382,000	(370,900)
841-CURB & GUTTER	8,800	13,400	4,100	1,500	(800)
856-STORM DRAIN SYSTEM	10,100	17,600	8,600	4,000	3,000
554-REFUSE	(13,300)	146,800	(64,800)	146,300	(34,600)
SPECIAL REVENUE FUNDS					
556-VITA-PAKT	900	24,200	14,500	(200)	200
883-SIERRA VIEW	(1,000)	(2,800)	3,200	800	(600)
884-HERITAGE PARK	900	(5,000)	3,300	2,400	-
886-SAMOA	700	(1,200)	(900)	1,200	(200)
887-SWEETBRIER TOWNHOUSES	(1,700)	3,500	(2,600)	1,500	-
888-PARKSIDE ESTATES	1,300	(1,000)	1,900	2,100	(100)
889-SIERRA VISTA	(1,300)	27,100	(700)	7,200	7,400
890-MAPLE VALLEY	-	(3,000)	(200)	(3,500)	(1,000)
891-PELOUS RANCH	8,500	7,700	(6,200)	-	(9,300)

SUMMARY OF NET CHANGE

INFLOWS	FY 2017	FY 2018	FY 2019	PROJECTED FY 2020	ADOPTED FY 2021
GENERAL FUND					
101-GENERAL FUND	4,091,400	4,850,200	5,524,300	5,653,100	5,684,200
COMMITTED FUNDS					
200-STREET IMPROVEMENT FUND	1,591,900	1,083,000	975,100	904,400	811,200
471-PARK IMPROVEMENTS	8,500	55,800	11,300	4,600	3,300
RESTRICTED FUNDS					
260-SB1 ROAD MAINTENANCE & REHAB	-	-	57,700	381,900	140,000
261-GAS TAX FUND	251,200	350,700	428,800	307,400	281,100
263-MEASURE R	206,600	224,200	200,800	269,500	506,900
264-GAS TAX-TRANSIT FUND	400	100	300	250,200	100
265-STP HWY FUNDS	129,500	131,000	138,000	246,800	130,700
266-LTF-ART 8 STREETS & ROADS	437,700	1,187,600	1,044,300	917,600	534,500
ENTERPRISE FUNDS					
300-McDERMONT OPERATIONS	1,734,700	740,400	-	-	-
400-WELLNESS CENTER	402,800	538,800	685,600	723,000	792,800
552-WATER	1,537,500	1,676,500	2,134,600	1,622,300	1,597,000
553-SEWER	1,322,700	1,347,600	1,385,700	1,446,800	1,335,900
841-CURB & GUTTER	13,500	13,400	6,100	1,500	1,200
856-STORM DRAIN SYSTEM	10,100	17,600	8,600	4,000	3,000
554-REFUSE	929,200	951,400	930,200	1,025,500	1,003,200
SPECIAL REVENUE FUNDS					
556-VITA-PAKT	37,800	54,600	58,500	86,300	74,000
883-SIERRA VIEW	18,000	21,200	22,000	17,300	18,100
884-HERITAGE PARK	8,100	6,400	9,300	6,600	7,200
886-SAMOA	5,000	4,100	4,200	4,000	4,200
887-SWEETBRIER TOWNHOUSES	8,500	12,000	9,500	9,100	9,700
888-PARKSIDE ESTATES	8,700	6,900	6,800	5,000	5,600
889-SIERRA VISTA	800	28,900	9,300	9,100	9,600
890-MAPLE VALLEY	3,000	2,600	1,900	1,400	1,700
891-PELOUS RANCH	24,000	25,700	10,200	10,200	10,500

OUTFLOWS	FY 2017	FY 2018	FY 2019	PROJECTED FY 2020	ADOPTED FY 2021
GENERAL FUND					
101-GENERAL FUND	4,662,700	4,347,300	5,144,800	5,241,400	5,972,800
COMMITTED FUNDS					
200-STREET IMPROVEMENT FUND	214,200	18,000	965,100	890,200	800,000
471-PARK IMPROVEMENTS	-	14,700	-	-	-
RESTRICTED FUNDS					
260-SB1 ROAD MAINTENANCE & REHAB	-	-	-	381,900	140,000
261-GAS TAX FUND	304,600	292,000	389,300	294,100	330,800
263-MEASURE R	144,000	1,330,800	129,500	188,300	523,400
264-GAS TAX-TRANSIT FUND	300	-	-	250,600	300
265-STP HWY FUNDS	-	-	138,000	242,000	130,700
266-LTF-ART 8 STREETS & ROADS	-	-	545,200	645,600	530,000
ENTERPRISE FUNDS					
300-McDERMONT OPERATIONS	2,564,600	1,207,200	19,000	-	-
400-WELLNESS CENTER	517,400	638,300	683,600	682,400	793,300
552-WATER	1,348,600	1,007,700	2,080,400	1,631,400	2,525,700
553-SEWER	1,058,800	776,100	1,071,100	1,064,800	1,706,800
841-CURB & GUTTER	4,700	-	2,000	-	2,000
856-STORM DRAIN SYSTEM	-	-	-	-	-
554-REFUSE	942,500	804,600	995,000	879,200	1,037,800
SPECIAL REVENUE FUNDS					
556-VITA-PAKT	36,900	30,400	44,000	86,500	73,800
883-SIERRA VIEW	19,000	24,000	18,800	16,500	18,700
884-HERITAGE PARK	7,200	11,400	6,000	4,200	7,200
886-SAMOA	4,300	5,300	5,100	2,800	4,400
887-SWEETBRIER TOWNHOUSES	10,200	8,500	12,100	7,600	9,700
888-PARKSIDE ESTATES	7,400	7,900	4,900	2,900	5,700
889-SIERRA VISTA	2,100	1,800	10,000	1,900	2,200
890-MAPLE VALLEY	3,000	5,600	2,100	4,900	2,700
891-PELOUS RANCH	15,500	18,000	16,400	10,200	19,800

Historical Performance Trend



101-GENERAL FUND	FY 2017	FY 2018	FY 2019	PROJECTED FY 2020	ADOPTED FY 2021
Inflow	4,091,400	4,850,200	5,524,300	5,653,100	5,684,200
Outflow	(4,662,700)	(4,347,300)	(5,144,800)	(5,241,400)	(5,972,100)
Net	\$ (571,300)	\$ 502,900	\$ 379,500	\$ 411,700	\$ (288,600)

NET	SUMMARY OF NET CHANGE	PROJECTED				ADOPTED
		FY 2017	FY 2018	FY 2019	FY 2020	FY 2021
	INFLOW	4,091,400	4,850,200	5,524,300	5,653,100	5,684,200
	OUTFLOW	4,662,700	4,347,300	5,144,800	5,241,400	5,972,800
	TOTAL SUMMARY OF NET CHANGE	(571,300)	502,900	379,500	411,700	(288,600)

101-GENERAL FUND | INFLOW | GENERAL FUND

CLASSIFICATION	FY 2017	FY 2018	FY 2019	PROJECTED FY 2020	ADOPTED FY 2021
<i>TAXES & FEES</i>					
PROPERTY TAX	1,367,700	1,471,100	1,492,000	1,520,700	1,538,100
SALES TAX - MEASURE O	-	669,200	1,068,200	886,100	980,600
SALES TAX - BRADLEY BURNS	741,000	939,700	993,500	796,300	1,052,100
UTILITY USERS TAX	879,000	852,400	884,100	942,500	931,500
FRANCHISE FEES	92,200	99,200	51,200	119,800	108,000
SALES TAX - PROP 172	50,700	53,400	48,700	50,800	40,000
TRANSIENT OCCUPANCY TAX	56,000	71,200	46,400	47,700	33,100
<i>SUB-TOTAL</i>	<i>3,186,600</i>	<i>4,156,200</i>	<i>4,584,100</i>	<i>4,363,900</i>	<i>4,683,400</i>
<i>LICENSES & PERMITS</i>					
BUILDING PERMITS	142,400	170,100	93,300	111,500	95,000
CANNABIS RETAIL	-	-	-	25,800	175,000
BUSINESS LICENSES	83,300	66,900	83,500	77,500	59,400
PLANNING/ZONING FEES	15,500	46,400	19,400	45,400	40,000
ASSET SEIZURE REVENUE	-	1,300	-	-	-
<i>SUB-TOTAL</i>	<i>241,200</i>	<i>284,700</i>	<i>196,200</i>	<i>260,200</i>	<i>369,400</i>
<i>OTHER REVENUE & MONEY & PROPERTY USE</i>					
RENT REVENUE	19,600	12,700	12,300	2,500	1,800
MARKET CONTRACT	30,500	66,400	47,300	36,500	-
FACILITY USE/RENTAL	-	12,700	10,500	5,200	5,500
LEASE/RENT RECEIPTS	2,400	900	15,000	-	-
SALE OF REAL PROPERTY	27,600	-	42,100	217,500	-
MISCELLANEOUS	85,800	69,600	46,100	62,300	39,800
INTEREST & PENALTIES	1,100	1,300	2,000	3,100	1,500
INTEREST	400	200	-	8,200	600
<i>SUB-TOTAL</i>	<i>167,400</i>	<i>163,800</i>	<i>175,300</i>	<i>335,300</i>	<i>49,200</i>
<i>INTERGOVERNMENTAL</i>					
PUBLIC SAFETY SRO	79,800	65,900	91,900	96,000	96,800
STATE SUBVENTION	2,800	2,700	2,900	1,300	1,500
GRANTS	142,800	139,400	178,000	157,900	134,500
<i>SUB-TOTAL</i>	<i>225,400</i>	<i>208,000</i>	<i>272,800</i>	<i>255,200</i>	<i>232,800</i>
<i>OTHER SOURCES & USES</i>					
REBATES/REFUNDS/REIMBURSEMENTS	56,400	35,000	101,000	127,300	-
DONATIONS	200	2,500	200	-	-
TRANSFERS IN	214,200	-	194,700	311,200	349,400
<i>SUB-TOTAL</i>	<i>270,800</i>	<i>37,500</i>	<i>295,900</i>	<i>438,500</i>	<i>349,400</i>
TOTAL INFLOW GENERAL FUND	4,091,400	4,850,200	5,524,300	5,653,100	5,684,200

101-GENERAL FUND | OUTFLOW | CITY ATTORNEY

CLASSIFICATION	FY 2017	FY 2018	FY 2019	PROJECTED	ADOPTED
				FY 2020	FY 2021
PROFESSIONAL/CONTRACT SRV	32,600	41,100	36,200	50,900	40,500
TOTAL OUTFLOW CITY ATTORNEY	32,600	41,100	36,200	50,900	40,500

101-GENERAL FUND | OUTFLOW | CITY COUNCIL

CLASSIFICATION	FY 2017	FY 2018	FY 2019	PROJECTED	ADOPTED
				FY 2020	FY 2021
DUES/SUBSCRIPTIONS	5,900	6,000	6,100	6,900	6,100
TRAINING/TRAVEL/MEETINGS	100	3,900	4,400	3,000	-
STIPEND	3,300	3,300	2,700	3,300	3,300
MISCELLANEOUS	1,800	800	600	-	600
SUPPLIES/EQUIPMENT	5,100	300	1,100	1,400	1,000
TOTAL OUTFLOW CITY COUNCIL	16,200	14,300	14,900	14,600	11,000

101-GENERAL FUND | OUTFLOW | CITY MANAGER

CLASSIFICATION	FY 2017	FY 2018	FY 2019	PROJECTED	ADOPTED
				FY 2020	FY 2021
WAGES/BENEFITS/INSURANCES	89,400	126,200	142,400	97,400	75,400
PERS UNFUNDED LIABILITY	5,300	19,400	25,900	14,100	15,800
MATLS/SUP/REPAIRS/MAINT	2,700	2,400	4,200	10,200	2,100
TRAINING/TRAVEL/MEETINGS	200	1,500	2,000	3,400	2,000
DUES/SUBSCRIPTIONS	500	400	300	3,300	1,800
COMMUNICATIONS	1,500	-	200	3,500	2,300
SUPPLIES/EQUIPMENT	400	-	100	700	1,300
VEHICLE FUEL/MAINTENANCE	200	-	-	-	-
TOTAL OUTFLOW CITY MANAGER	100,200	149,900	175,100	132,600	100,700

101-GENERAL FUND | OUTFLOW | COM DEV

CLASSIFICATION	FY 2017	FY 2018	FY 2019	PROJECTED	ADOPTED
				FY 2020	FY 2021
WAGES/BENEFITS/INSURANCES	126,400	80,300	112,100	29,200	44,200
PERS UNFUNDED LIABILITY	4,100	10,600	23,400	11,900	13,300
PROFESSIONAL/CONTRACT SRV	5,700	2,400	63,500	78,400	78,500
DUES/SUBSCRIPTIONS	12,600	-	9,000	9,300	9,700
ADV/PRINT/COPY/SHIPPING	1,500	900	2,900	1,900	2,900
MATLS/SUP/REPAIRS/MAINT	1,900	-	300	-	100
TRAINING/TRAVEL/MEETINGS	-	-	-	-	-
SUPPLIES/EQUIPMENT	500	-	-	-	-
OTHER SERVICES/CHARGES	100	-	-	4,600	5,000
MISCELLANEOUS	100	-	-	-	-
TOTAL OUTFLOW COM DEV	152,900	94,200	211,200	135,300	153,700

101-GENERAL FUND | OUTFLOW | FINANCE/CITY CLERK/TREASR

CLASSIFICATION	FY 2017	FY 2018	FY 2019	PROJECTED	ADOPTED
				FY 2020	FY 2021
WAGES/BENEFITS/INSURANCES	270,500	148,500	130,800	195,500	59,900
PERS UNFUNDED LIABILITY	9,400	19,900	49,400	38,100	42,900
PROFESSIONAL/CONTRACT SRV	34,300	32,700	26,800	27,000	29,900
OTHER SERVICES/CHARGES	13,900	18,400	12,600	22,700	18,000
PERMIT RENEWAL	400	-	4,600	-	-
MATLS/SUP/REPAIRS/MAINT	2,600	2,300	6,500	10,600	16,500
COMMUNICATIONS	2,600	1,800	2,200	8,500	7,500
SUPPLIES/EQUIPMENT	4,200	3,600	2,500	3,800	3,600
TRAINING/TRAVEL/MEETINGS	1,200	4,400	1,200	1,400	4,400
ADV/PRINT/COPY/SHIPPING	800	400	800	200	400
DUES/SUBSCRIPTIONS	200	400	800	1,500	1,800
TOTAL OUTFLOW FINANCE/CITY CLERK/TREASR	340,100	232,400	238,200	309,300	184,900

101-GENERAL FUND | OUTFLOW | HCD 2020 AGREEMENT

CLASSIFICATION	FY 2017	FY 2018	FY 2019	PROJECTED	ADOPTED
				FY 2020	FY 2021
DEBT SERVICES - PRINCIPAL	-	-	-	-	99,400
DEBT SERVICES - INTEREST	-	-	-	-	-
TOTAL OUTFLOW HCD 2020 AGREEMENT	-	-	-	-	99,400

101-GENERAL FUND | OUTFLOW | LFA 2012 REV BOND-MCD

CLASSIFICATION	FY 2017	FY 2018	FY 2019	PROJECTED	ADOPTED
				FY 2020	FY 2021
DEBT SERVICES - PRINCIPAL	-	-	115,000	125,000	130,000
DEBT SERVICES - INTEREST	-	-	76,200	62,900	62,600
TOTAL OUTFLOW LFA 2012 REVNU BOND-MCD	-	-	191,200	187,900	192,600

101-GENERAL FUND | OUTFLOW | LIBRARY LANDSCAPE DEBT

CLASSIFICATION	FY 2017	FY 2018	FY 2019	PROJECTED	ADOPTED
				FY 2020	FY 2021
DEBT SERVICES - PRINCIPAL	17,700	18,400	19,200	19,900	20,700
DEBT SERVICES - INTEREST	19,300	18,600	17,800	17,000	16,200
TOTAL OUTFLOW LIBRARY LANDSCAPE DEBT	37,000	37,000	37,000	36,900	36,900

101-GENERAL FUND | OUTFLOW | NON-DEPARTMENTAL

CLASSIFICATION	FY 2017	FY 2018	FY 2019	PROJECTED	ADOPTED
				FY 2020	FY 2021
LIABILITY INSURANCE	187,100	122,800	86,500	55,400	88,800
OPEB EXPENSE	22,800	20,200	40,900	27,700	41,800
PROFESSIONAL/CONTRACT SRV	17,000	11,100	33,000	6,900	6,900
OTHER SERVICES/CHARGES	45,300	67,000	31,700	39,700	37,400
WAGES/BENEFITS/INSURANCES	47,900	82,700	24,300	8,300	24,700
DUES/SUBSCRIPTIONS	300	5,000	500	6,700	500
MISCELLANEOUS	-	-	-	-	3,500
TRANSFERS OUT	-	(900)	178,100	268,200	540,000
TOTAL OUTFLOW NON-DEPARTMENTAL	320,400	307,900	395,000	412,900	743,600

101-GENERAL FUND | OUTFLOW | PARKS

CLASSIFICATION	FY 2017	FY 2018	FY 2019	PROJECTED	ADOPTED
				FY 2020	FY 2021
WAGES/BENEFITS/INSURANCES	70,300	44,000	63,600	79,100	137,100
SUPPLIES/EQUIPMENT	33,600	44,800	59,500	24,300	26,500
CAPTIAL OUTLAY	4,600	2,500	25,100	2,700	4,500
UTILITIES	37,600	25,200	19,600	13,100	12,000
VEHICLE FUEL/MAINTENANCE	17,800	15,100	20,000	11,000	10,200
PERS UNFUNDED LIABILITY	3,400	10,200	16,700	16,900	19,000
COMMUNICATIONS	5,100	8,600	7,800	200	300
MATLS/SUP/REPAIRS/MAINT	5,000	5,300	5,500	13,000	11,200
PROFESSIONAL/CONTRACT SRV	23,400	15,200	3,200	3,500	3,800
CONSTRUCTION/LANDSCAPE	200	300	1,000	6,700	6,500
MISCELLANEOUS	3,400	-	-	400	500
TRAINING/TRAVEL/MEETINGS	200	100	-	-	-
TRANSFERS OUT	-	27,900	-	-	-
TOTAL OUTFLOW PARKS	204,600	199,200	222,000	170,900	231,600

101-GENERAL FUND | OUTFLOW | PUBLIC SAFETY

CLASSIFICATION	FY 2017	FY 2018	FY 2019	PROJECTED	ADOPTED
				FY 2020	FY 2021
WAGES/BENEFITS/INSURANCES	2,044,800	1,853,800	1,985,500	2,134,000	2,141,800
PERS UNFUNDED LIABILITY	196,400	242,200	288,800	235,200	273,000
PROFESSIONAL/CONTRACT SRV	72,900	76,800	90,400	85,700	80,700
DEBT SERVICE (FIRE TRUCK)	-	-	91,100	91,100	91,100
LIABILITY INSURANCE	61,600	20,200	84,800	34,400	133,600
VEHICLE FUEL/MAINTENANCE	98,700	112,100	81,600	93,300	69,700
SUPPLIES/EQUIPMENT	12,100	12,000	29,900	20,200	18,300
COPS SLESF	91,000	59,700	8,800	-	9,000
SCHOOL RESOURCE OFFICER	-	54,800	54,300	58,700	96,800
COMMUNICATIONS	30,200	27,700	20,200	12,800	12,500
MATLS/SUP/REPAIRS/MAINT	14,300	15,100	17,900	18,100	18,900
DUES/SUBSCRIPTIONS	8,700	9,600	18,600	22,400	19,000
UTILITIES	15,400	16,200	12,200	12,500	13,100
TRAINING/TRAVEL/MEETINGS	13,900	12,600	11,500	6,500	15,000
MISCELLANEOUS	14,300	17,400	27,000	57,600	131,200
OTHER SERVICES/CHARGES	10,600	6,400	10,100	11,400	11,000
ADV/PRINT/COPY/SHIPPING	900	2,800	1,600	800	1,600
ASSET FORFEITURE	-	20,600	3,300	1,400	3,300
CAPTIAL OUTLAY	15,000	8,000	-	-	-
NEW VEHICLE/EQUIPMENT	-	-	-	-	3,200
TOTAL OUTFLOW PUBLIC SAFETY	2,700,800	2,568,000	2,837,600	2,896,100	3,142,800

101-GENERAL FUND | OUTFLOW | PUBLIC WORKS

CLASSIFICATION	FY 2017	FY 2018	FY 2019	PROJECTED	ADOPTED
				FY 2020	FY 2021
WAGES/BENEFITS/INSURANCES	461,600	375,200	270,100	300,000	223,700
PERS UNFUNDED LIABILITY	24,700	37,500	103,600	79,500	89,400
CAPTIAL OUTLAY	13,400	-	76,300	13,900	20,000
PROFESSIONAL/CONTRACT SRV	14,900	26,400	22,700	42,700	50,000
SUPPLIES/EQUIPMENT	32,500	29,100	29,300	20,900	19,900
MATLS/SUP/REPAIRS/MAINT	1,600	1,400	32,300	33,100	28,200
UTILITIES	25,500	28,200	20,700	18,000	17,700
VEHICLE FUEL/MAINTENANCE	14,400	11,000	15,100	8,900	10,200
COMMUNICATIONS	8,400	12,600	11,900	9,500	8,400
OTHER SERVICES/CHARGES	11,500	18,900	5,100	11,200	10,000
MISCELLANEOUS	13,700	4,500	3,700	4,600	7,000
TRAINING/TRAVEL/MEETINGS	300	500	700	800	1,300
DUES/SUBSCRIPTIONS	300	400	200	3,500	3,000
ADV/PRINT/COPY/SHIPPING	-	100	-	200	400
LIABILITY INSURANCE	-	-	-	5,000	7,800
PROFESSIONAL SERVICES	800	-	-	-	-
TOTAL OUTFLOW PUBLIC WORKS	623,600	545,800	591,700	551,800	497,000

101-GENERAL FUND | OUTFLOW | STREETS

CLASSIFICATION	FY 2017	FY 2018	FY 2019	PROJECTED	ADOPTED
				FY 2020	FY 2021
WAGES/BENEFITS/INSURANCES	16,100	12,400	142,300	165,400	212,200
SUPPLIES/EQUIPMENT	25,000	20,300	19,200	11,000	15,600
PERS UNFUNDED LIABILITY	-	36,900	6,500	4,600	5,100
COMMUNICATIONS	4,900	8,500	7,100	200	400
VEHICLE FUEL/MAINTENANCE	14,000	6,500	12,400	10,300	9,900
DEBT SERVICES - INTEREST	19,300	14,300	4,600	4,800	4,800
PROFESSIONAL/CONTRACT SRV	-	4,500	1,300	2,100	5,000
UTILITIES	1,600	1,100	800	500	900
MATLS/SUP/REPAIRS/MAINT	-	200	400	400	400
TRAINING/TRAVEL/MEETINGS	900	400	100	-	-
MISCELLANEOUS	100	-	-	-	500
DUES/SUBSCRIPTIONS	-	-	-	1,800	2,000
OTHER SERVICES/CHARGES	-	-	-	-	-
DEBT SERVICES - PRINCIPAL	52,400	52,400	-	52,400	52,400
TOTAL OUTFLOW STREETS	134,300	157,500	194,700	253,500	309,200

305 - COVID-19 EMERGENCY FUND | INFLOW | COVID-19 EMERGENCY FUND

CLASSIFICATION	FY 2017	FY 2018	FY 2019	PROJECTED	ADOPTED
				FY 2020	FY 2021
REBATES/REFUND/REIMBURSMT	-	-	-	-	-
TOTAL INFLOW COVID-19 EMERGENCY FUND	-	-	-	-	-

305 - COVID-19 EMERGENCY FUND | OUTFLOW | COVID-19 EMERGENCY FUND

CLASSIFICATION	FY 2017	FY 2018	FY 2019	PROJECTED	ADOPTED
				FY 2020	FY 2021
WAGES/BENEFITS/INSURANCES	-	-	-	34,200	68,500
SUPPLIES/EQUIPMENT	-	-	-	18,500	37,100
PROFESSIONAL/CONTRACT SRV	-	-	-	-	-
TOTAL OUTFLOW COVID-19 EMERGENCY FUND	-	-	-	52,700	105,600

305-4305 COVID-19 ADMIN SALARY | INFLOW | COVID-19 EMERGENCY FUND

CLASSIFICATION	FY 2017	FY 2018	FY 2019	PROJECTED	ADOPTED
				FY 2020	FY 2021
REBATES/REFUND/REIMBURSMT	-	-	-	-	-
TOTAL INFLOW COVID-19 EMERGENCY FUND	-	-	-	-	-

305-4305 COVID-19 ADMIN SALARY | OUTFLOW | COVID-19 ADMIN SALARY

CLASSIFICATION	FY 2017	FY 2018	FY 2019	PROJECTED	ADOPTED
				FY 2020	FY 2021
WAGES/BENEFITS/INSURANCES	-	-	-	36,000	72,100
TOTAL OUTFLOW COVID-19 ADMIN SALARY	-	-	-	36,000	72,100

NET	SUMMARY OF NET CHANGE					PROJECTED	ADOPTED
		FY 2017	FY 2018	FY 2019	FY 2020	FY 2021	
	200-STREET IMPROVEMENT FUND	1,377,700	1,065,000	10,000	14,200	11,200	
	471-PARK IMPROVEMENTS	8,500	41,100	11,300	4,600	3,300	

200-STREET IMPROVEMENT FUND | INFLOW | STREET IMPROVEMENT FUND

CLASSIFICATION	FY 2017	FY 2018	FY 2019	PROJECTED FY 2020	ADOPTED FY 2021
STREET IMPROVEMENT PROG	1,047,600	1,083,000	975,100	897,100	809,700
INTEREST	-	-	-	7,300	1,500
TRANSFERS IN	544,300	-	-	-	-
TOTAL INFLOW STREET IMPROVEMENT FUND	1,591,900	1,083,000	975,100	904,400	811,200

200-STREET IMPROVEMENT FUND | OUTFLOW | STREET IMPROVEMENT FUND

CLASSIFICATION	FY 2017	FY 2018	FY 2019	PROJECTED FY 2020	ADOPTED FY 2021
TRANSFERS OUT	214,200	18,000	965,100	890,200	800,000
TOTAL OUTFLOW STREET IMPROVEMENT FUND	214,200	18,000	965,100	890,200	800,000

471-PARK IMPROVEMENTS | INFLOW | PARK IMPROVEMENTS

CLASSIFICATION	FY 2017	FY 2018	FY 2019	PROJECTED FY 2020	ADOPTED FY 2021
PARK IMPROVEMENTS	8,500	55,800	8,500	4,600	3,300
REVENUE	-	-	2,800	-	-
TOTAL INFLOW PARK IMPROVEMENTS	8,500	55,800	11,300	4,600	3,300

471-PARK IMPROVEMENTS | OUTFLOW | PARK IMPROVEMENTS

CLASSIFICATION	FY 2017	FY 2018	FY 2019	PROJECTED FY 2020	ADOPTED FY 2021
TRANSFERS OUT	-	14,700	-	-	-
TOTAL OUTFLOW PARK IMPROVEMENTS	-	14,700	-	-	-

SUMMARY OF NET CHANGE

NET	SUMMARY OF NET CHANGE	FY 2017	FY 2018	FY 2019	PROJECTED	ADOPTED
					FY 2020	FY 2021
	260-SB1 ROAD MAINTENANCE & REHAB	-	-	57,700	-	-
	261-GAS TAX FUND	(53,400)	58,700	39,500	13,300	(49,700)
	263-MEASURE R	62,600	(1,106,600)	71,300	81,200	(16,500)
	264-GAS TAX-TRANSIT FUND	100	100	300	(400)	(200)
	265-STP HWY FUNDS	129,500	131,000	-	4,800	-
	266-LTF-ART 8 STREETS & ROADS	437,700	1,187,600	499,100	272,000	4,500

260-SB1 ROAD MAINTENANCE & REHAB | INFLOW | SB1

CLASSIFICATION	FY 2017	FY 2018	FY 2019	PROJECTED	ADOPTED
				FY 2020	FY 2021
SB1 ROAD MAINTENANCE & REHAB	-	-	57,700	381,900	140,000
TOTAL INFLOW SB1	-	-	57,700	381,900	140,000

260-SB1 ROAD MAINTENANCE & REHAB | OUTFLOW | SB1

CLASSIFICATION	FY 2017	FY 2018	FY 2019	PROJECTED	ADOPTED
				FY 2020	FY 2021
CAPITAL OUTLAY	-	-	-	-	-
PROFESSIONAL SERVICES	-	-	-	-	-
TRANSFERS OUT	-	-	-	381,900	140,000
TOTAL OUTFLOW SB1	-	-	-	381,900	140,000

261-GAS TAX FUND | INFLOW | GAS TAX FUND

CLASSIFICATION	FY 2017	FY 2018	FY 2019	PROJECTED	ADOPTED
				FY 2020	FY 2021
GAS TAX - SB1	-	76,100	143,300	-	-
GAS TAX	247,000	274,500	285,200	305,400	280,800
INTEREST	-	100	300	2,000	300
REBATES/REFUNDS/REIMBURSEMENTS	4,200	-	-	-	-
TOTAL INFLOW GAS TAX FUND	251,200	350,700	428,800	307,400	281,100

261-GAS TAX FUND | OUTFLOW | GAS TAX-MAINTENANCE

CLASSIFICATION	FY 2017	FY 2018	FY 2019	PROJECTED	ADOPTED
				FY 2020	FY 2021
TRANSFERS OUT	-	-	90,000	30,000	-
STREET LIGHTING	101,100	101,700	79,300	74,500	74,300
WAGES/BENEFITS/INSURANCES	131,700	119,900	130,400	121,900	159,500
STREET SWEEPING	33,200	36,000	36,300	33,000	36,000
PERS UNFUNDED LIABILITY	7,900	12,500	36,100	12,100	12,300
STREET SIGNS	11,300	10,800	6,100	5,200	6,200
LIABILITY INSURANCE	-	-	4,400	2,800	4,300
VEHICLE FUEL/MAINTENANCE	6,100	4,200	2,900	4,400	4,200
PROFESSIONAL/CONTRACT SRV	5,600	3,800	1,600	2,800	25,000
MATLS/SUP/REPAIRS/MAINT	7,700	3,100	2,200	7,400	9,000
CONSTRUCTION/LANDSCAPE	-	-	-	-	-
TOTAL OUTFLOW GAS TAX-MAINTENANCE	304,600	292,000	389,300	294,100	330,800

263-TRANSPORTATION | INFLOW | MEASURE R

CLASSIFICATION	FY 2017	FY 2018	FY 2019	PROJECTED	ADOPTED
				FY 2020	FY 2021
MEASURE R	206,600	223,900	200,600	265,200	276,000
INTEREST	-	300	200	4,300	900
MISCELLANEOUS	-	-	-	-	-
GRANTS	-	-	-	-	230,000
TOTAL INFLOW TRANSPORTATION	206,600	224,200	200,800	269,500	506,900

263-TRANSPORTATION | OUTFLOW | TRANSPORTATION

CLASSIFICATION	FY 2017	FY 2018	FY 2019	PROJECTED	ADOPTED
				FY 2020	FY 2021
WAGES/BENEFITS/INSURANCES	17,000	5,400	300	-	57,700
DUES/SUBSCRIPTIONS	5,300	7,900	5,300	5,300	5,400
PERS UNFUNDED LIABILITY	-	8,400	2,700	3,900	4,300
PROFESSIONAL/CONTRACT SRV	-	-	-	-	233,500
CONSTRUCTION/LANDSCAPE	-	-	-	-	-
MATLS/SUP/REPAIRS/MAINT	-	-	-	-	-
MISCELLANEOUS	-	-	-	-	-
DEBT SERVICES - PRINCIPAL	70,000	73,000	76,100	79,300	82,700
DEBT SERVICES - INTEREST	51,700	48,500	45,100	41,600	59,800
TRANSFERS OUT	-	1,187,600	-	58,200	80,000
TOTAL OUTFLOW TRANSPORTATION	144,000	1,330,800	129,500	188,300	523,400

264-GAS TAX-TRANSIT FUND | INFLOW | GAS TAX-TRANSIT FUND

CLASSIFICATION	FY 2017	FY 2018	FY 2019	PROJECTED	ADOPTED
				FY 2020	FY 2021
LINDSAY TRANSIT CENTER	-	-	-	250,000	-
SERVICE FEES	400	100	300	200	100
TOTAL INFLOW GAS TAX-TRANSIT FUND	400	100	300	250,200	100

264-GAS TAX-TRANSIT FUND | OUTFLOW | GAS TAX-TRANSIT FUND

CLASSIFICATION	FY 2017	FY 2018	FY 2019	PROJECTED	ADOPTED
				FY 2020	FY 2021
LINDSAY TRANSIT CENTER	-	-	-	250,300	-
MISCELLANEOUS	300	-	-	300	300
TRANSFERS OUT	-	-	-	-	-
TOTAL OUTFLOW GAS TAX-TRANSIT FUND	300	-	-	250,600	300

265-STP HWY FUNDS | INFLOW | STP HWY FUNDS

CLASSIFICATION	FY 2017	FY 2018	FY 2019	PROJECTED	ADOPTED
				FY 2020	FY 2021
STP EXCHANGE	129,500	130,700	138,000	242,000	130,500
INTEREST	-	300	-	4,800	200
TOTAL INFLOW STP HWY FUNDS	129,500	131,000	138,000	246,800	130,700

265-STP HWY FUNDS | OUTFLOW | STP HWY FUNDS

CLASSIFICATION	FY 2017	FY 2018	FY 2019	PROJECTED	ADOPTED
				FY 2020	FY 2021
TRANSFERS OUT	-	-	138,000	242,000	130,700
TOTAL OUTFLOW STP HWY FUNDS	-	-	138,000	242,000	130,700

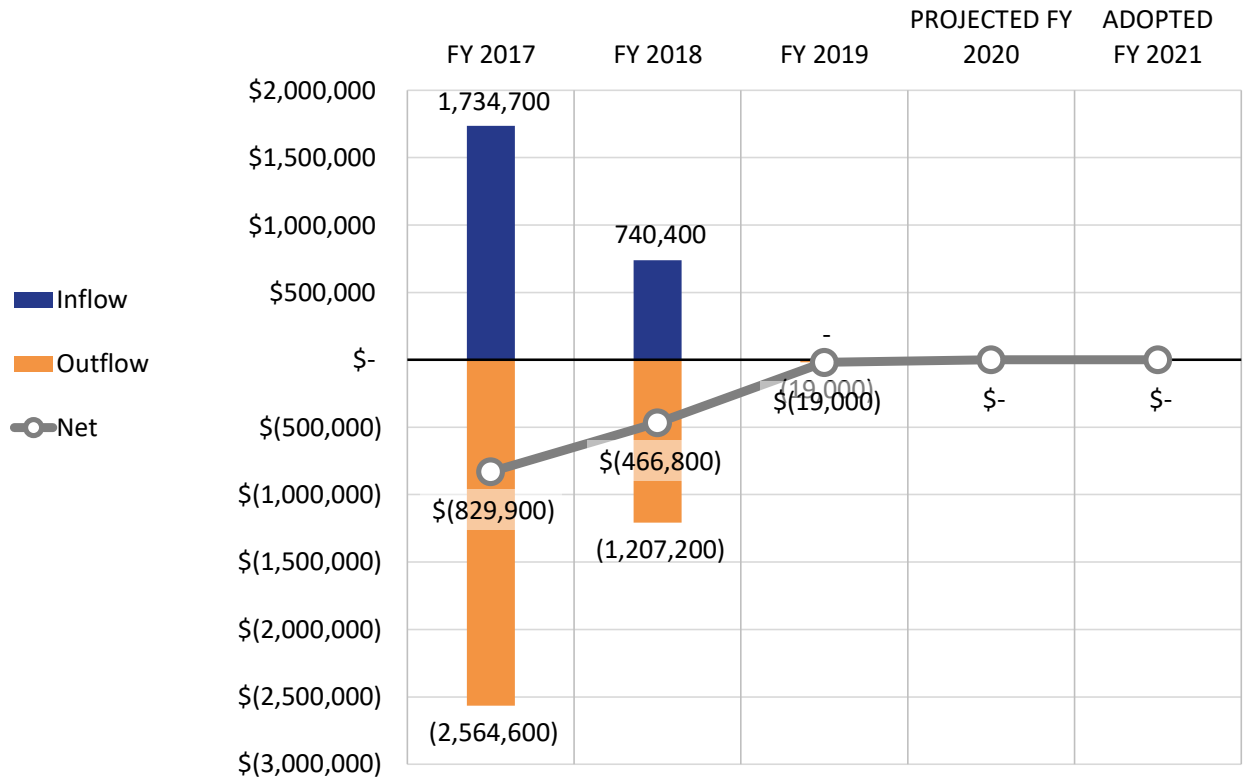
266-LTF-ART 8 STREETS & ROADS | INFLOW | LTF-ART 8 STREETS & ROADS

CLASSIFICATION	FY 2017	FY 2018	FY 2019	PROJECTED	ADOPTED
				FY 2020	FY 2021
LTF	437,700	-	1,044,300	905,200	534,500
INTEREST	-	-	-	12,400	-
TRANSFERS IN	-	1,187,600	-	-	-
TOTAL INFLOW LTF-ART 8 STREETS & ROADS	437,700	1,187,600	1,044,300	917,600	534,500

266-LTF-ART 8 STREETS & ROADS | OUTFLOW | LTF-ART 8 STREETS & ROADS

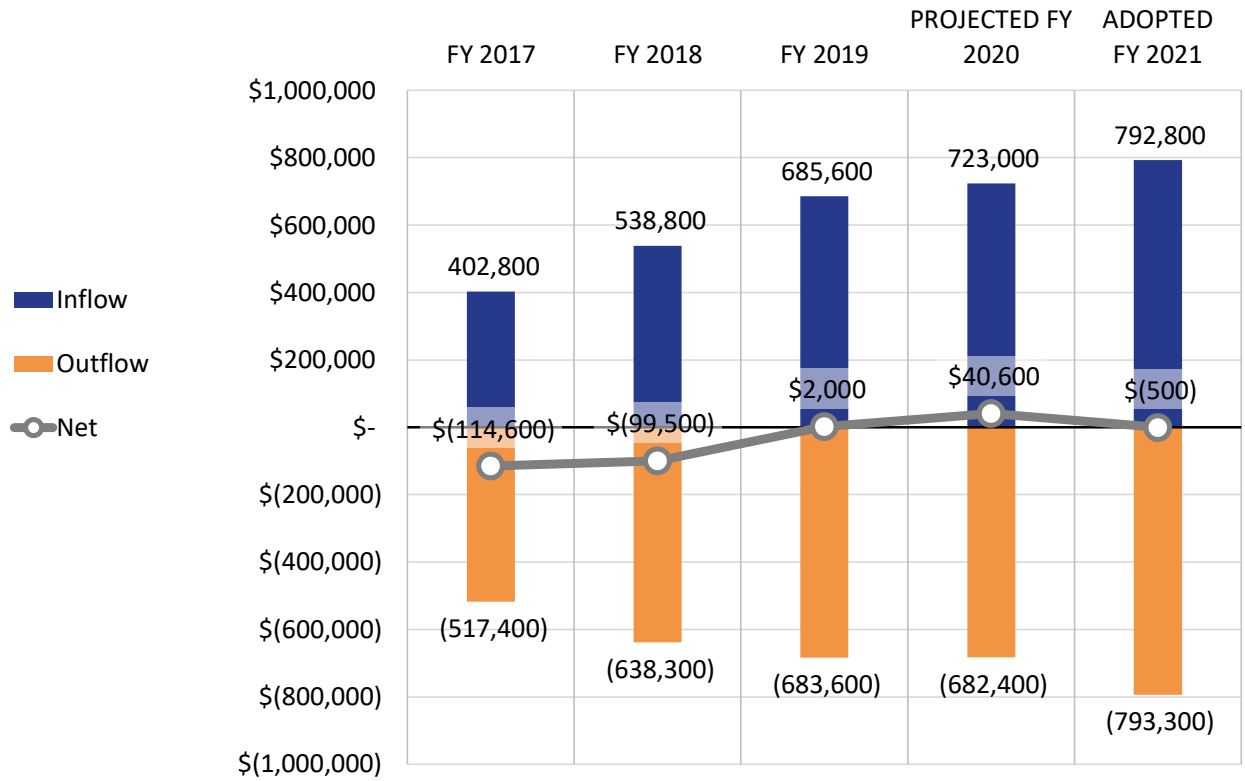
CLASSIFICATION	FY 2017	FY 2018	FY 2019	PROJECTED	ADOPTED
				FY 2020	FY 2021
CAPITAL OUTLAY - EQUIPMENT	-	-	15,200	8,600	-
TRANSFERS OUT	-	-	530,000	637,000	530,000
TOTAL OUTFLOW LTF-ART 8 STREETS & ROADS	-	-	545,200	645,600	530,000

Historical Performance Trend



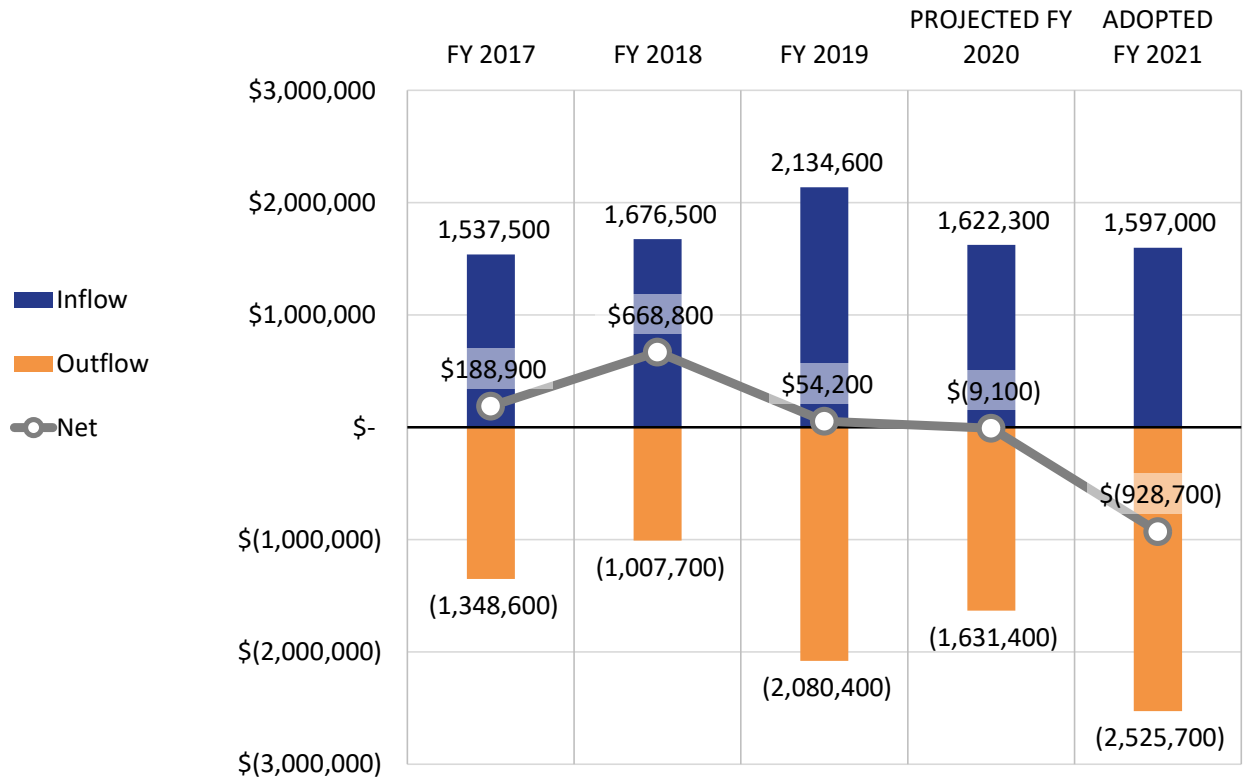
300-McDERMONT OPERATIONS	FY 2017	FY 2018	FY 2019	PROJECTED FY 2020	ADOPTED FY 2021
Inflow	1,734,700	740,400	-	-	-
Outflow	(2,564,600)	(1,207,200)	(19,000)	-	-
Net	\$ (829,900)	\$ (466,800)	\$ (19,000)	\$ -	\$ -

Historical Performance Trend



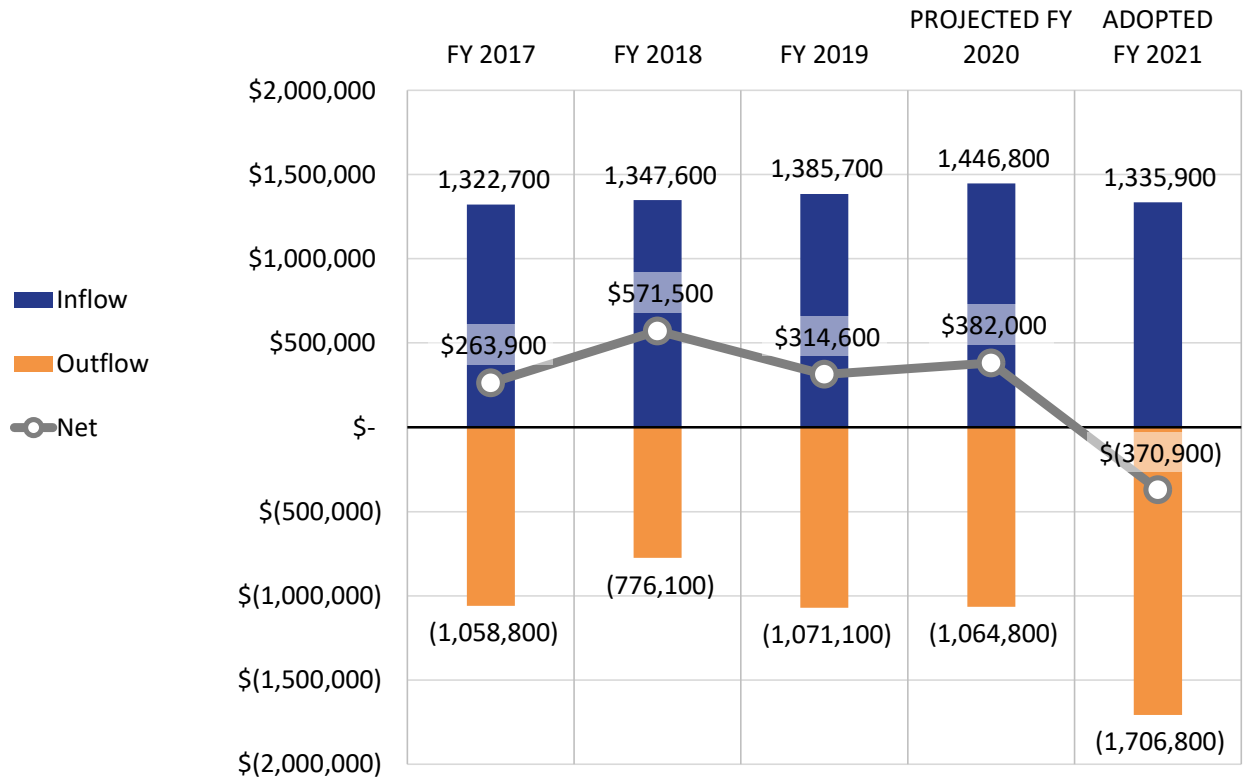
400-WELLNESS CENTER	FY 2017	FY 2018	FY 2019	PROJECTED FY 2020	ADOPTED FY 2021
Inflow	402,800	538,800	685,600	723,000	792,800
Outflow	(517,400)	(638,300)	(683,600)	(682,400)	(793,300)
Net	\$ (114,600)	\$ (99,500)	\$ 2,000	\$ 40,600	\$ (500)

Historical Performance Trend



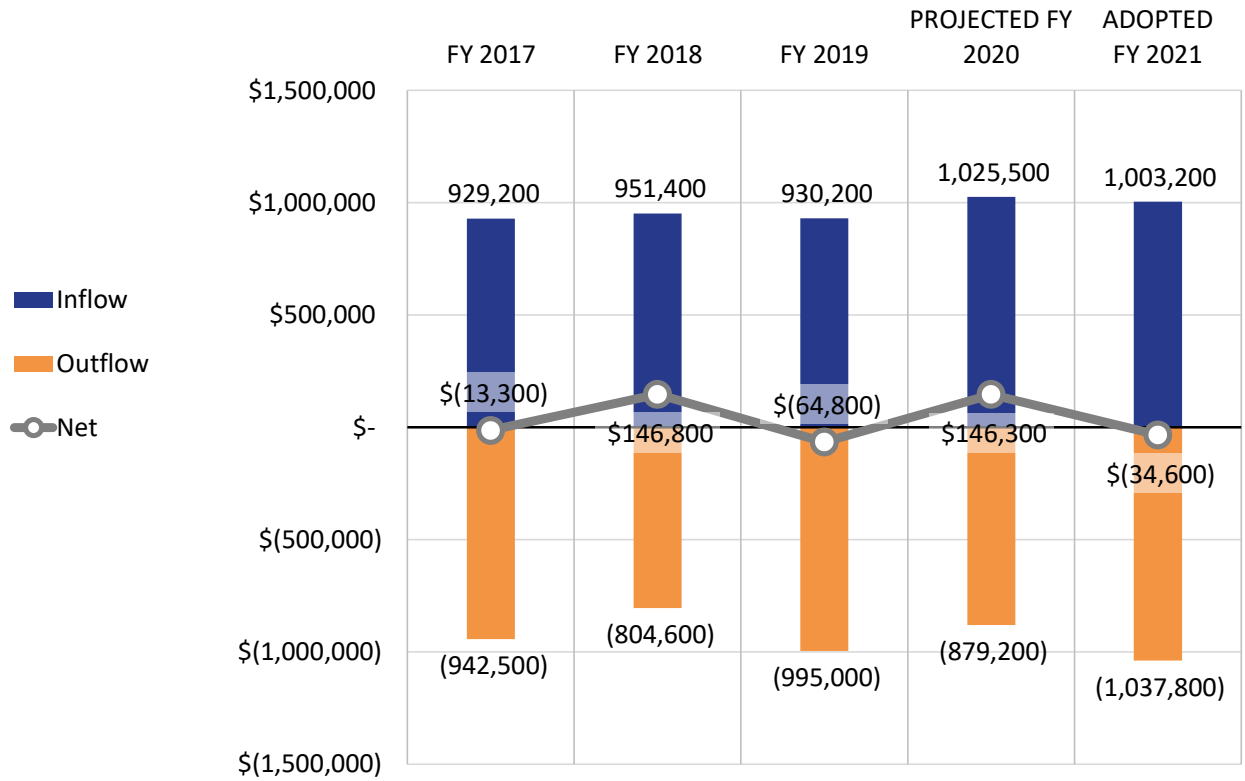
552-WATER	FY 2017	FY 2018	FY 2019	PROJECTED FY 2020	ADOPTED FY 2021
Inflow	1,537,500	1,676,500	2,134,600	1,622,300	1,597,000
Outflow	(1,348,600)	(1,007,700)	(2,080,400)	(1,631,400)	(2,525,700)
Net	\$ 188,900	\$ 668,800	\$ 54,200	\$ (9,100)	\$ (928,700)

Historical Performance Trend



553-SEWER	FY 2017	FY 2018	FY 2019	PROJECTED FY 2020	ADOPTED FY 2021
Inflow	1,322,700	1,347,600	1,385,700	1,446,800	1,335,900
Outflow	(1,058,800)	(776,100)	(1,071,100)	(1,064,800)	(1,706,800)
Net	\$ 263,900	\$ 571,500	\$ 314,600	\$ 382,000	\$ (370,900)

Historical Performance Trend



554-REFUSE	FY 2017	FY 2018	FY 2019	PROJECTED FY 2020	ADOPTED FY 2021
Inflow	929,200	951,400	930,200	1,025,500	1,003,200
Outflow	(942,500)	(804,600)	(995,000)	(879,200)	(1,037,800)
Net	\$ (13,300)	\$ 146,800	\$ (64,800)	\$ 146,300	\$ (34,600)

SUMMARY OF NET CHANGE

CITY OF LINDSAY | 2020-2021 BUDGET

NET	SUMMARY OF NET CHANGE	FY 2017	FY 2018	FY 2019	PROJECTED	ADOPTED
					FY 2020	FY 2021
	300-McDERMONT OPERATIONS	(829,900)	(466,800)	(19,000)	-	-
	400-WELLNESS CENTER	(114,600)	(99,500)	2,000	40,600	(500)
	552-WATER	188,900	668,800	54,200	(9,100)	(928,700)
	553-SEWER	263,900	571,500	314,600	382,000	(370,900)
	841-CURB & GUTTER	8,800	13,400	4,100	1,500	(800)
	856-STORM DRAIN SYSTEM	10,100	17,600	8,600	4,000	3,000
	554-REFUSE	(13,300)	146,800	(64,800)	146,300	(34,600)

300-McDERMONT OPERATIONS | INFLOW | McDERMONT OPERATIONS

CLASSIFICATION	FY 2017	FY 2018	FY 2019	PROJECTED	ADOPTED
				FY 2020	FY 2021
FACILITY USE/RENTAL/CLASSES	268,200	89,000	-	-	-
McDERMONT REVENUES	8,400	3,100	-	-	-
REVENUE	1,386,200	626,000	-	-	-
GRANTS	-	-	-	-	-
FACILITY USE/RENTAL	49,100	3,300	-	-	-
LEASE/RENT RECEIPTS	-	-	-	-	-
REVENUES	1,300	300	-	-	-
INTEREST	7,800	3,900	-	-	-
REBATES/REFUNDS/REIMBURSEMENTS	13,700	14,800	-	-	-
TRANSFERS IN	-	-	-	-	-
TOTAL INFLOW McDERMONT OPERATIONS	1,734,700	740,400	-	-	-

300-McDERMONT OPERATIONS | OUTFLOW | McDERMONT OPERATIONS

CLASSIFICATION	FY 2017	FY 2018	FY 2019	PROJECTED	ADOPTED
				FY 2020	FY 2021
CAPTIAL OUTLAY	1,000	-	-	-	-
OTHER SERVICES/CHARGES	18,400	39,900	17,500	-	-
SUPPLIES/EQUIPMENT	215,600	50,500	1,500	-	-
TRANSFERS OUT	-	-	-	-	-
WAGES/BENEFITS/INSURANCES	1,236,300	457,100	-	-	-
OPEB EXPENSE	119,100	-	-	-	-
PERS UNFUNDED LIABILITY	42,700	86,900	-	-	-
PERMITS/FEES	19,500	12,800	-	-	-
PROFESSIONAL/CONTRACT SRV	82,300	43,000	-	-	-
LIABILITY INSURANCE	25,500	12,000	-	-	-
DEBT SERVICES - INTEREST	86,800	81,900	-	-	-
DEBT SERVICES - PRINCIPAL	105,000	110,000	-	-	-
FACILITY USE/RENTAL/CLASSES	206,000	49,500	-	-	-
CAPTIAL OUTLAY	1,300	-	-	-	-
COMMUNICATIONS	16,200	4,800	-	-	-
ADV/PRINT/COPY/SHIPPING	9,100	12,900	-	-	-
TRAINING/TRAVEL/MEETINGS	3,800	500	-	-	-
MISCELLANEOUS	17,800	4,200	-	-	-
MATLS/SUP/REPAIRS/MAINT	181,600	118,300	-	-	-
UTILITIES	176,600	122,900	-	-	-
TOTAL OUTFLOW McDERMONT OPERATIONS	2,564,600	1,207,200	19,000	-	-

SUMMARY OF NET CHANGE

400-WELLNESS CENTER | INFLOW | WELLNESS CENTER

CLASSIFICATION	FY 2017	FY 2018	FY 2019	PROJECTED	ADOPTED
				FY 2020	FY 2021
LINDSAY HOSPITAL DISTRICT	166,300	281,200	247,700	287,200	285,000
COMMERCIAL LEASE RECEIPTS	53,200	48,600	81,600	114,200	100,000
TRANSFERS IN	-	-	178,100	200,000	300,000
MEMBERSHIP FEES	71,100	74,500	66,600	53,100	55,000
FACILITY USE/RENTAL/CLASSES	-	12,600	32,100	23,400	10,000
FACILITY USE/RENTAL	56,300	47,400	20,500	37,800	17,000
REBATES/REFUNDS/REIMBURSEMENTS	1,700	-	13,300	-	-
LUSD CONTRIBUTIONS	43,800	69,700	35,000	-	22,500
LESSONS/PROGRAMS/CLASSES	6,900	4,800	8,800	5,200	3,000
CONCESSIONS	1,800	-	1,900	1,900	300
INTEREST	300	-	-	-	-
REVENUE	1,400	-	-	200	-
TOTAL INFLOW WELLNESS CENTER	402,800	538,800	685,600	723,000	792,800

400-WELLNESS CENTER | OUTFLOW | WELLNESS CENTER

CLASSIFICATION	FY 2017	FY 2018	FY 2019	PROJECTED	ADOPTED
				FY 2020	FY 2021
WAGES/BENEFITS/INSURANCES	226,000	226,000	231,100	253,700	172,200
DEBT SERVICES - INTEREST	89,500	83,200	87,200	85,300	83,200
LIABILITY INSURANCE	11,500	11,400	85,000	23,400	100,600
UTILITIES	68,600	77,900	76,900	84,500	75,000
POOL CHEMICALS	20,800	53,700	37,200	27,100	33,600
DEBT SERVICES - PRINCIPAL	41,500	43,300	45,100	47,000	42,000
PERS UNFUNDED LIABILITY	7,400	32,500	27,500	29,700	33,300
FACILITY USE/RENTAL/CLASSES	45,900	36,300	34,800	49,600	43,200
SUPPLIES/EQUIPMENT	25,000	24,800	23,800	15,200	6,000
LINDSAY HOSPITAL DISTRICT	-	-	-	24,000	159,700
COMMUNICATIONS	17,600	16,100	19,600	9,500	9,000
MATLS/SUP/REPAIRS/MAINT	3,300	3,600	3,500	4,100	4,000
OTHER SERVICES/CHARGES	3,900	4,200	3,200	9,800	4,000
ADV/PRINT/COPY/SHIPPING	700	6,100	1,300	11,500	-
FURNITURE/EQUIPMENT	18,900	1,000	1,300	2,800	1,500
PERMITS/FEES	5,700	3,000	3,000	2,200	3,000
PROFESSIONAL/CONTRACT SRV	1,600	200	2,300	2,000	12,500
CAPTIAL OUTLAY	-	14,700	-	-	10,000
VEHICLE FUEL/MAINTENANCE	-	100	500	400	500
DUES/SUBSCRIPTIONS	200	200	100	200	-
TRAINING/TRAVEL/MEETINGS	200	-	200	400	-
TRANSFERS OUT	-	-	-	-	-
OPEB EXPENSE	(70,900)	-	-	-	-
TOTAL OUTFLOW WELLNESS CENTER	517,400	638,300	683,600	682,400	793,300

SUMMARY OF NET CHANGE

CITY OF LINDSAY | 2020-2021 BUDGET

552-WATER | INFLOW | WATER

CLASSIFICATION	FY 2017	FY 2018	FY 2019	PROJECTED	ADOPTED
				FY 2020	FY 2021
USER CHARGES	1,419,400	1,392,900	1,446,700	1,508,700	1,368,500
GRANTS	-	-	261,900	-	-
SALE SURPLUS WATER	-	114,000	122,100	82,200	25,000
FEES/PENALTIES	60,500	115,400	27,100	11,200	12,300
MISCELLANEOUS	18,200	28,900	15,000	8,600	5,000
REBATES/REFUNDS/REIMBURSEMENTS	34,400	22,100	260,100	200	181,000
REVENUE	4,500	2,600	1,700	11,200	5,000
INTEREST	500	600	-	200	200
TRANSFERS IN	-	-	-	-	-
TOTAL INFLOW WATER	1,537,500	1,676,500	2,134,600	1,622,300	1,597,000

552-WATER | OUTFLOW | WATER

CLASSIFICATION	FY 2017	FY 2018	FY 2019	PROJECTED	ADOPTED
				FY 2020	FY 2021
CAPTIAL OUTLAY	-	2,300	293,800	111,400	960,000
WAGES/BENEFITS/INSURANCES	455,500	-	504,300	482,300	478,200
PROFESSIONAL/CONTRACT SRV	83,300	87,600	274,200	114,700	152,300
RAW CANAL WATER	118,500	165,800	193,300	217,800	200,000
UTILITIES	162,800	168,700	122,100	139,900	128,000
PERS UNFUNDED LIABILITY	22,700	89,100	115,800	69,100	77,700
VEHICLE FUEL/MAINTENANCE	21,900	17,100	83,500	10,600	10,000
MATLS/SUP/REPAIRS/MAINT	68,400	103,600	87,900	82,700	108,300
SUPPLIES/EQUIPMENT	131,000	114,500	100,100	119,300	118,400
DEBT SERVICES - PRINCIPAL	64,500	60,400	69,900	54,000	57,600
LIABILITY INSURANCE	37,500	28,600	64,100	36,800	57,600
WATER SUPPLY TESTING	36,900	42,300	57,200	36,100	60,000
DEBT SERVICES - INTEREST	61,200	60,600	56,700	55,900	52,300
OTHER SERVICES/CHARGES	32,300	20,700	31,700	35,800	32,400
COMMUNICATIONS	10,700	12,500	15,400	17,600	15,700
DUES/SUBSCRIPTIONS	20,400	32,500	9,100	10,600	9,300
TRAINING/TRAVEL/MEETINGS	2,800	900	1,300	800	900
TRANSFERS OUT	400	-	-	35,500	-
OPEB EXPENSE	14,100	-	-	-	-
PERMITS/FEES	3,700	500	-	500	7,000
TOTAL OUTFLOW WATER	1,348,600	1,007,700	2,080,400	1,631,400	2,525,700

552-WATER | CAPITAL OUTLAY

RESOURCES	ADOPTED	POTENTIAL	POTENTIAL	POTENTIAL	POTENTIAL
	FY 2021	FY 2022	FY 2023	FY 2024	FY 2025
FUND 552-WATER	960,000	375,000	375,000	350,000	350,000
TOTAL RESOURCES	960,000	375,000	375,000	350,000	350,000

OUTLAY, IN ORDER OF PRIORITY

URBAN WATER MANAGEMENT PLAN	40,000	-	-	-	100,000
WTP FILTER BANK RENOVATION	250,000	275,000	-	-	-
WATER MAIN LINE REPLACEMENT	150,000	200,000	200,000	205,000	215,000
AVE 240 WATER SERVICE PROJECT	100,000	-	-	-	-
TURBIDAMETER REPLACEMENT (WTP)	45,000	45,000	-	-	-
SCADA EXPANSION	25,000	25,000	25,000	-	-
DBP MITIGATION	350,000	-	-	-	-
LANDSCAPE IRRIGATION WATER WELL	-	250,000	-	-	-
WELL 14 FILTRATION PROJECT	-	-	-	1,025,000	-
WATER STORAGE TANK RENOVATION	-	350,000	-	-	-
FIRE FLOW STUDY	-	50,000	-	-	-
CANAL TURNOUT UPGRADES	-	-	100,000	100,000	100,000
WATER PLANT UPGRADES	-	50,000	50,000	-	-
WELL 11 BIOLOGICAL TREATMENT PLANT	-	-	-	-	2,750,000
WATER CONSERVATION PROJECTS	-	-	1,250,000	-	-
TOTAL OUTLAY	960,000	1,245,000	1,625,000	1,330,000	3,165,000

	ADOPTED	POTENTIAL	POTENTIAL	POTENTIAL	POTENTIAL
	FY 2021	FY 2022	FY 2023	FY 2024	FY 2025
552-WATER CAPITAL OUTLAY					
NET	-	(870,000)	(1,250,000)	(980,000)	(2,815,000)

SUMMARY OF NET CHANGE

553-SEWER | INFLOW | SEWER

CLASSIFICATION	FY 2017	FY 2018	FY 2019	PROJECTED	ADOPTED
				FY 2020	FY 2021
USER CHARGES	1,308,300	1,310,600	1,369,400	1,436,500	1,328,600
FEES/PENALTIES	13,500	33,800	12,300	6,300	6,800
REVENUE	-	1,400	4,000	-	-
REBATES/REFUNDS/REIMBURSEMENTS	500	1,300	-	-	-
INTEREST	400	500	-	4,000	500
TRANSFERS IN	-	-	-	-	-
TOTAL INFLOW SEWER	1,322,700	1,347,600	1,385,700	1,446,800	1,335,900

553-SEWER | OUTFLOW | SEWER

CLASSIFICATION	FY 2017	FY 2018	FY 2019	PROJECTED	ADOPTED
				FY 2020	FY 2021
CAPITAL OUTLAY	100	-	43,400	43,800	517,500
WAGES/BENEFITS/INSURANCES	261,000	-	203,300	222,000	289,500
DEBT SERVICES - INTEREST	187,900	185,600	180,200	174,600	185,400
DEBT SERVICES - PRINCIPAL	158,500	163,500	168,900	174,500	180,700
WASTE DISCHARGE PERMIT	74,200	-	75,800	79,100	80,000
UTILITIES	108,800	83,700	79,700	85,500	75,400
OTHER SERVICES/CHARGES	20,000	127,300	20,800	22,100	21,200
MONITORING	31,500	25,000	20,500	14,200	100,000
LIABILITY INSURANCE	30,000	21,000	62,400	36,800	57,600
PERS UNFUNDED LIABILITY	17,500	53,100	57,600	13,400	15,000
PROFESSIONAL/CONTRACT SRV	42,500	24,100	44,700	33,700	47,000
SUPPLIES/EQUIPMENT	40,800	22,100	32,600	23,900	36,000
COMMUNICATIONS	13,000	13,400	17,400	20,800	17,700
MATLS/SUP/REPAIRS/MAINT	54,300	45,100	38,900	38,400	67,700
VEHICLE FUEL/MAINTENANCE	17,900	10,800	24,000	13,600	13,200
TRAINING/TRAVEL/MEETINGS	200	900	500	900	900
DUES/SUBSCRIPTIONS	500	500	400	1,900	2,000
TRANSFERS OUT	-	-	-	65,600	-
OPEB EXPENSE	100	-	-	-	-
TOTAL OUTFLOW SEWER	1,058,800	776,100	1,071,100	1,064,800	1,706,800

553-SEWER | CAPITAL OUTLAY

RESOURCES	ADOPTED	POTENTIAL	POTENTIAL	POTENTIAL	POTENTIAL
	FY 2021	FY 2022	FY 2023	FY 2024	FY 2025
FUND 553-SEWER	517,500	350,000	325,000	325,000	300,000
TOTAL RESOURCES	517,500	350,000	325,000	325,000	300,000
OUTLAY, IN ORDER OF PRIORITY					
INFLUENT FLOW CONTROL	50,000	-	-	-	-
EFFLUENT FLOW CONTROL	50,000	-	-	-	-
SCADA EXPANSION	50,000	-	-	-	-
ORANGE AVENUE / HARVARD PARK	100,000	-	-	-	-
STORM DRAIN PROJECTS	75,000	80,000	-	-	-
WWTP - CLARIFIER GATE VALVES (3)	42,500	-	-	-	-
SEWER MAIN LINE REPLACEMENT	150,000	175,000	300,000	275,000	250,000
TERRTIARY TREATMENT STUDY	-	50,000	-	-	-
WWTP - DRYING BEDS RENOVATION	-	150,000	-	-	-
WWTP - CLARIFIER REPAIRS	-	75,000	-	-	-
OXIDATION DITCH REPAIRS (2)	-	200,000	-	-	-
WWTP - BUILDING RENOVATION	-	150,000	150,000	-	-
WWTP - EQUIPMENT REPLACEMENT	-	125,000	125,000	-	-
UPDATE MASTER PLANS	-	-	500,000	-	-
TOTAL OUTLAY	517,500	1,005,000	1,075,000	275,000	250,000
553-SEWER CAPITAL OUTLAY					
NET	-	(655,000)	(750,000)	50,000	50,000

SUMMARY OF NET CHANGE

841-CURB & GUTTER | INFLOW | CURB & GUTTER

CLASSIFICATION	FY 2017	FY 2018	FY 2019	PROJECTED	ADOPTED
				FY 2020	FY 2021
REVENUE	13,500	13,400	6,100	1,400	1,200
TOTAL INFLOW CURB & GUTTER	13,500	13,400	6,100	1,500	1,200

841-CURB & GUTTER | OUTFLOW | CURB & GUTTER

CLASSIFICATION	FY 2017	FY 2018	FY 2019	PROJECTED	ADOPTED
				FY 2020	FY 2021
MISCELLANEOUS	4,700	-	2,000	-	2,000
SUPPLIES/EQUIPMENT	-	-	-	-	-
TOTAL OUTFLOW CURB & GUTTER	4,700	-	2,000	-	2,000

856-STORM DRAIN SYSTEM | INFLOW | STORM DRAIN SYSTEM

CLASSIFICATION	FY 2017	FY 2018	FY 2019	PROJECTED	ADOPTED
				FY 2020	FY 2021
REVENUE	10,000	17,400	8,600	3,900	3,000
INTEREST	100	200	-	100	-
TRANSFERS IN	-	-	-	-	-
TOTAL INFLOW STORM DRAIN SYSTEM	10,100	17,600	8,600	4,000	3,000

856-STORM DRAIN SYSTEM | OUTFLOW | STORM DRAIN SYSTEM

CLASSIFICATION	FY 2017	FY 2018	FY 2019	PROJECTED	ADOPTED
				FY 2020	FY 2021
CAPTIAL OUTLAY	-	-	-	-	-
TOTAL OUTFLOW STORM DRAIN SYSTEM	-	-	-	-	-

554-REFUSE | INFLOW | REFUSE

CLASSIFICATION	FY 2017	FY 2018	FY 2019	PROJECTED	ADOPTED
				FY 2020	FY 2021
USER CHARGES	926,700	946,800	924,100	1,019,300	1,000,000
MISCELLANEOUS	2,500	4,200	4,900	2,200	2,000
FEES/PENALTIES	-	400	1,200	700	700
INTEREST	-	-	-	1,900	500
REBATES/REFUNDS/REIMBURSEMENTS	-	-	-	1,400	-
TRANSFERS IN	-	-	-	-	-
TOTAL INFLOW REFUSE	929,200	951,400	930,200	1,025,500	1,003,200

554-REFUSE | OUTFLOW | REFUSE

CLASSIFICATION	FY 2017	FY 2018	FY 2019	PROJECTED	ADOPTED
				FY 2020	FY 2021
CAPTIAL OUTLAY	-	-	900	-	-
PROFESSIONAL/CONTRACT SRV	842,600	765,700	788,100	719,400	816,100
SUPPLIES/EQUIPMENT	8,800	11,000	65,800	15,500	18,800
WAGES/BENEFITS/INSURANCES	76,300	-	53,100	46,200	97,400
PERS UNFUNDED LIABILITY	4,200	13,800	17,300	18,900	21,200
OTHER SERVICES/CHARGES	500	10,500	9,800	12,400	14,000
LIABILITY INSURANCE	400	400	4,400	4,500	7,100
VEHICLE FUEL/MAINTENANCE	2,900	1,400	4,100	300	1,200
COMMUNICATIONS	4,900	1,700	1,500	12,000	12,000
TRANSFERS OUT	-	-	50,000	50,000	50,000
OPEB EXPENSE	1,900	-	-	-	-
TRAINING/TRAVEL/MEETINGS	-	100	-	-	-
TOTAL OUTFLOW REFUSE	942,500	804,600	995,000	879,200	1,037,800

SUMMARY OF NET CHANGE

NET	SUMMARY OF NET CHANGE	ADOPTED FY 2021	POTENTIAL FY 2022	POTENTIAL FY 2023	POTENTIAL FY 2024	POTENTIAL FY 2025
	NET STREET CAPITAL PROJECTS	0	(210,000)	(35,000)	(35,000)	(35,000)
	NET GENERAL CAPITAL PROJECTS	0	(310,000)	(60,000)	(10,000)	90,000

STREET CAPITAL PROJECTS | INFLOW | RESOURCES

	ADOPTED FY 2021	POTENTIAL FY 2022	POTENTIAL FY 2023	POTENTIAL FY 2024	POTENTIAL FY 2025
FUND 200: STREET IMPROVEMENT FUND	450,600	570,000	575,000	580,000	585,000
FUND 260: SB1 ROAD MAINTENANCE & REHAB	140,000	175,000	175,000	175,000	175,000
FUND 263: MEASURE R SPECIAL PROJECTS	80,000	-	-	-	-
FUND 265: SURFACE TRANSPORTATION	130,700	130,000	130,000	130,000	130,000
FUND 266: LTF & ROADS	530,000	475,000	475,000	475,000	475,000
FUND 554: REFUSE	50,000	50,000	50,000	50,000	50,000
TOTAL RESOURCES FOR STREET PROJECTS	1,381,300	1,400,000	1,405,000	1,410,000	1,415,000

STREET CAPITAL PROJECTS | OUTFLOWS | ADOPTED PROJECTS

	ADOPTED FY 2021	POTENTIAL FY 2022	POTENTIAL FY 2023	POTENTIAL FY 2024	POTENTIAL FY 2025
SEAL PROJECTS	348,600	325,000	250,000	250,000	250,000
CAPE SEAL PROJECTS	155,000	-	-	-	-
REHABILITATION PROJECTS	562,700	1,235,000	-	-	-
ADA TRANSITION / SELF-EVAL. PLAN	55,000	-	-	-	-
ALLEY PROJECT	50,000	50,000	50,000	50,000	50,000
INTERSECTION REHAB: BUREM/FOOTHILL/TULARE	100,000	-	-	-	-
BUREM LANE RENOVATION	85,000	-	-	-	-
PEDESTRIAN PATHWAYS STUDY	25,000	-	-	-	-
PROJECT VALUES IN YEAR 3-5	-	-	1,140,000	1,145,000	1,150,000
TOTAL OUTFLOWS FOR STREET PROJECTS	1,381,300	1,610,000	1,440,000	1,445,000	1,450,000

GENERAL CAPITAL PROJECTS | INFLOW | RESOURCES

	ADOPTED FY 2021	POTENTIAL FY 2022	POTENTIAL FY 2023	POTENTIAL FY 2024	POTENTIAL FY 2025
FUND 101: GENERAL FUND	240,000	240,000	240,000	240,000	240,000
TOTAL RESOURCES FOR CAPITAL PROJECTS	240,000	240,000	240,000	240,000	240,000

GENERAL CAPITAL PROJECTS | OUTFLOWS | ADOPTED PROJECTS

	ADOPTED FY 2021	POTENTIAL FY 2022	POTENTIAL FY 2023	POTENTIAL FY 2024	POTENTIAL FY 2025
SCBA EQUIPMENT	110,000	-	-	-	-
HVAC - CITY HALL COMPLEX & YARD / PS HEATER	15,000	100,000	-	-	-
PS / CS CARPORT REROOF	100,000	-	-	-	-
PUBLIC SAFETY FACILITY STUDY	-	-	50,000	-	-
CORPORATION YARD IMPROVEMENTS	-	250,000	-	-	-
CITY HALL & PS RENO. (ELEC. / MECH.)	15,000	150,000	200,000	250,000	-
CITY PROPERTY IMPROVEMENTS	-	50,000	50,000	-	150,000
TOTAL OUTFLOWS FOR CAPITAL PROJECTS	240,000	550,000	300,000	250,000	150,000

NET	SUMMARY OF NET CHANGE	FY 2017	FY 2018	FY 2019	PROJECTED	ADOPTED
					FY 2020	FY 2021
	556-VITA-PAKT	900	24,200	14,500	(200)	200
	883-SIERRA VIEW	(1,000)	(2,800)	3,200	800	(600)
	884-HERITAGE PARK	900	(5,000)	3,300	2,400	-
	886-SAMOA	700	(1,200)	(900)	1,200	(200)
	887-SWEETBRIER TOWNHOUSES	(1,700)	3,500	(2,600)	1,500	-
	888-PARKSIDE ESTATES	1,300	(1,000)	1,900	2,100	(100)
	889-SIERRA VISTA	(1,300)	27,100	(700)	7,200	7,400
	890-MAPLE VALLEY	-	(3,000)	(200)	(3,500)	(1,000)
	891-PELOUS RANCH	8,500	7,700	(6,200)	-	(9,300)

556-VITA-PAKT | INFLOW | VITA-PAKT

CLASSIFICATION	FY 2017	FY 2018	FY 2019	PROJECTED	ADOPTED
				FY 2020	FY 2021
USER CHARGES	31,200	54,600	58,500	86,300	74,000
LEASE	-	-	-	-	-
REBATES/REFUNDS/REIMBURSEMENTS	6,600	-	-	-	-
TOTAL INFLOW VITA-PAKT	37,800	54,600	58,500	86,300	74,000

556-VITA-PAKT | OUTFLOW | VITA-PAKT

CLASSIFICATION	FY 2017	FY 2018	FY 2019	PROJECTED	ADOPTED
				FY 2020	FY 2021
VITA-PAKT LEASE PAYMENT	21,600	21,600	21,600	59,400	36,000
WAGES/BENEFITS/INSURANCES	700	-	12,300	11,600	28,200
SUPPLIES/EQUIPMENT	7,400	6,500	5,700	2,600	3,500
MATLS/SUP/REPAIRS/MAINT	7,200	2,100	4,000	10,400	4,100
PERS UNFUNDED LIABILITY	-	-	-	-	-
PROFESSIONAL/CONTRACT SRV	-	-	-	-	-
UTILITIES	-	200	400	2,500	2,000
LIABILITY INSURANCE	-	-	-	-	-
PERMIT RENEWAL	-	-	-	-	-
TOTAL OUTFLOW VITA-PAKT	36,900	30,400	44,000	86,500	73,800

883-SIERRA VIEW ASSESSMENT | INFLOW | SIERRA VIEW ASSESSMENT

CLASSIFICATION	FY 2017	FY 2018	FY 2019	PROJECTED	ADOPTED
				FY 2020	FY 2021
REVENUE	18,000	21,200	22,000	17,300	18,100
TOTAL INFLOW SIERRA VIEW ASSESSMENT	18,000	21,200	22,000	17,300	18,100

883-SIERRA VIEW ASSESSMENT | OUTFLOW | SIERRA VIEW

CLASSIFICATION	FY 2017	FY 2018	FY 2019	PROJECTED	ADOPTED
				FY 2020	FY 2021
PROFESSIONAL/CONTRACT SRV	9,900	20,500	14,200	14,300	13,600
UTILITIES	4,300	3,500	2,300	1,500	3,400
SUPPLIES/EQUIPMENT	600	-	1,400	100	500
WAGES/BENEFITS/INSURANCES	2,700	-	300	300	-
VEHICLE FUEL/MAINTENANCE	400	-	100	-	-
ADMINISTRATIVE COSTS	-	-	500	300	1,200
CONSTRUCTION/LANDSCAPE	1,100	-	-	-	-
TOTAL OUTFLOW SIERRA VIEW	19,000	24,000	18,800	16,500	18,700

884-HERITAGE ASSESSMENT DIST | INFLOW | HERITAGE ASSESSMENT DIST

CLASSIFICATION	FY 2017	FY 2018	FY 2019	PROJECTED	ADOPTED
				FY 2020	FY 2021
REVENUE	8,100	6,400	9,300	6,600	7,200
TOTAL INFLOW HERITAGE PARK	8,100	6,400	9,300	6,600	7,200

884-HERITAGE ASSESSMENT DIST | OUTFLOW | HERITAGE PARK

CLASSIFICATION	FY 2017	FY 2018	FY 2019	PROJECTED	ADOPTED
				FY 2020	FY 2021
PROFESSIONAL/CONTRACT SRV	2,600	9,900	2,900	3,700	3,300
UTILITIES	1,600	1,500	1,600	100	2,400
SUPPLIES/EQUIPMENT	500	-	1,400	100	-
WAGES/BENEFITS/INSURANCES	2,000	-	100	-	-
ADMINISTRATIVE COSTS	-	-	-	300	1,500
VEHICLE FUEL/MAINTENANCE	200	-	-	-	-
DUES/SUBSCRIPTIONS	-	-	-	-	-
MATLS/SUP/REPAIRS/MAINT	-	-	-	-	-
CAPTIAL OUTLAY	-	-	-	-	-
CONSTRUCTION/LANDSCAPE	300	-	-	-	-
TOTAL OUTFLOW HERITAGE PARK	7,200	11,400	6,000	4,200	7,200

886-SAMOA | INFLOW | SAMOA

CLASSIFICATION	FY 2017	FY 2018	FY 2019	PROJECTED	ADOPTED
				FY 2020	FY 2021
REVENUE	5,000	4,100	4,200	4,000	4,200
TOTAL INFLOW SAMOA	5,000	4,100	4,200	4,000	4,200

886-SAMOA | OUTFLOW | SAMOA

CLASSIFICATION	FY 2017	FY 2018	FY 2019	PROJECTED	ADOPTED
				FY 2020	FY 2021
PROFESSIONAL/CONTRACT SRV	1,100	4,000	1,500	1,700	1,600
SUPPLIES/EQUIPMENT	700	300	2,400	500	1,300
UTILITIES	1,300	1,000	1,100	200	800
WAGES/BENEFITS/INSURANCES	1,000	-	100	100	-
ADMINISTRATIVE COSTS	-	-	-	300	700
VEHICLE FUEL/MAINTENANCE	100	-	-	-	-
MATLS/SUP/REPAIRS/MAINT	-	-	-	-	-
CONSTRUCTION/LANDSCAPE	100	-	-	-	-
TOTAL OUTFLOW SAMOA	4,300	5,300	5,100	2,800	4,400

887-SWEETBRIER TOWNHOUSES | INFLOW | SWEETBRIER TOWNHOUSES

CLASSIFICATION	FY 2017	FY 2018	FY 2019	PROJECTED	ADOPTED
				FY 2020	FY 2021
REVENUE	8,500	9,300	9,500	9,100	9,700
TRANSFERS IN	-	2,700	-	-	-
TOTAL INFLOW SWEETBRIER TOWNHOUSES	8,500	12,000	9,500	9,100	9,700

887-SWEETBRIER TOWNHOUSES | OUTFLOW | SWEETBRIER UNITS

CLASSIFICATION	FY 2017	FY 2018	FY 2019	PROJECTED	ADOPTED
				FY 2020	FY 2021
PROFESSIONAL/CONTRACT SRV	3,800	5,900	4,900	5,200	5,700
UTILITIES	3,400	2,100	2,900	700	1,600
SUPPLIES/EQUIPMENT	1,000	500	4,200	1,300	1,700
WAGES/BENEFITS/INSURANCES	1,400	-	100	100	-
ADMINISTRATIVE COSTS	-	-	-	300	700
VEHICLE FUEL/MAINTENANCE	100	-	-	-	-
DUES/SUBSCRIPTIONS	-	-	-	-	-
MATLS/SUP/REPAIRS/MAINT	-	-	-	-	-
CAPTIAL OUTLAY	-	-	-	-	-
CONSTRUCTION/LANDSCAPE	500	-	-	-	-
TOTAL OUTFLOW SWEETBRIER UNITS	10,200	8,500	12,100	7,600	9,700

888-PARKSIDE | INFLOW | PARKSIDE

CLASSIFICATION	FY 2017	FY 2018	FY 2019	PROJECTED	ADOPTED
				FY 2020	FY 2021
REVENUE	8,700	6,900	6,800	5,000	5,600
TOTAL INFLOW PARKSIDE	8,700	6,900	6,800	5,000	5,600

888-PARKSIDE | OUTFLOW | PARKSIDE ESTATES

CLASSIFICATION	FY 2017	FY 2018	FY 2019	PROJECTED	ADOPTED
				FY 2020	FY 2021
PROFESSIONAL/CONTRACT SRV	3,100	6,500	2,000	2,200	2,400
SUPPLIES/EQUIPMENT	300	-	1,500	100	-
UTILITIES	1,700	1,400	1,000	100	2,200
WAGES/BENEFITS/INSURANCES	1,800	-	100	200	-
VEHICLE FUEL/MAINTENANCE	300	-	300	-	-
OTHER SERVICES/CHARGES	-	-	-	-	-
ADMINISTRATIVE COSTS	-	-	-	300	1,100
MATLS/SUP/REPAIRS/MAINT	-	-	-	-	-
CONSTRUCTION/LANDSCAPE	200	-	-	-	-
TOTAL OUTFLOW PARKSIDE ESTATES	7,400	7,900	4,900	2,900	5,700

889-SIERRA VISTA ASSESSMENT | INFLOW | SIERRA VISTA ASSESSMENT

CLASSIFICATION	FY 2017	FY 2018	FY 2019	PROJECTED	ADOPTED
				FY 2020	FY 2021
REVENUE	800	9,500	9,300	9,100	9,600
TRANSFERS IN	-	19,400	-	-	-
TOTAL INFLOW SIERRA VISTA ASSESSMENT	800	28,900	9,300	9,100	9,600

889-SIERRA VISTA ASSESSMENT | OUTFLOW | SIERRA VISTA ASSESSMENT

CLASSIFICATION	FY 2017	FY 2018	FY 2019	PROJECTED	ADOPTED
				FY 2020	FY 2021
WAGES/BENEFITS/INSURANCES	-	-	4,300	100	-
PROFESSIONAL/CONTRACT SRV	700	1,000	2,400	900	1,000
UTILITIES	1,100	800	800	600	1,000
SUPPLIES/EQUIPMENT	100	-	2,500	-	-
ADMINISTRATIVE COSTS	-	-	-	300	200
VEHICLE FUEL/MAINTENANCE	100	-	-	-	-
MISCELLANEOUS	-	-	-	-	-
DUES/SUBSCRIPTIONS	-	-	-	-	-
CONSTRUCTION/LANDSCAPE	100	-	-	-	-
TOTAL OUTFLOW SIERRA VISTA ASSESSMENT	2,100	1,800	10,000	1,900	2,200

890-MAPLE VALLEY ASSESSMENT | INFLOW | MAPLE VALLEY ASSESSMENT

CLASSIFICATION	FY 2017	FY 2018	FY 2019	PROJECTED	ADOPTED
				FY 2020	FY 2021
REVENUE	3,000	2,600	1,900	1,400	1,700
TOTAL INFLOW MAPLE VALLEY ASSESSMENT	3,000	2,600	1,900	1,400	1,700

890-MAPLE VALLEY ASSESSMENT | OUTFLOW | MAPLE VALLEY ASSESSMENT

CLASSIFICATION	FY 2017	FY 2018	FY 2019	PROJECTED	ADOPTED
				FY 2020	FY 2021
UTILITIES	2,200	2,700	1,000	900	1,700
PROFESSIONAL/CONTRACT SRV	500	2,900	900	3,700	500
SUPPLIES/EQUIPMENT	100	-	200	-	-
WAGES/BENEFITS/INSURANCES	100	-	-	-	-
ADMINISTRATIVE COSTS	-	-	-	300	500
VEHICLE FUEL/MAINTENANCE	100	-	-	-	-
MATLS/SUP/REPAIRS/MAINT	-	-	-	-	-
CONSTRUCTION/LANDSCAPE	-	-	-	-	-
TOTAL OUTFLOW MAPLE VALLEY ASSESMEN	3,000	5,600	2,100	4,900	2,700

891-PELOUS RANCH | INFLOW | PELOUS RANCH

CLASSIFICATION	FY 2017	FY 2018	FY 2019	PROJECTED	ADOPTED
				FY 2020	FY 2021
REVENUE	24,000	25,700	10,200	10,200	10,500
TOTAL INFLOW PELOUS RANCH	24,000	25,700	10,200	10,200	10,500

891-PELOUS RANCH | OUTFLOW | PELOUS RANCH

CLASSIFICATION	FY 2017	FY 2018	FY 2019	PROJECTED	ADOPTED
				FY 2020	FY 2021
UTILITIES	9,100	9,200	8,600	3,000	6,700
PROFESSIONAL/CONTRACT SRV	4,200	8,800	5,600	6,000	6,100
SUPPLIES/EQUIPMENT	300	-	2,100	300	6,000
WAGES/BENEFITS/INSURANCES	1,200	-	100	600	-
ADMINISTRATIVE COSTS	-	-	-	300	1,000
VEHICLE FUEL/MAINTENANCE	200	-	-	-	-
MATLS/SUP/REPAIRS/MAINT	-	-	-	-	-
CONSTRUCTION/LANDSCAPE	500	-	-	-	-
TOTAL OUTFLOW PELOUS RANCH	15,500	18,000	16,400	10,200	19,800

STREET CAPITAL PROJECTS | ADOPTED PROJECTS

	ADOPTED FY 2021	POTENTIAL FY 2022	POTENTIAL FY 2023	POTENTIAL FY 2024	POTENTIAL FY 2025
SEAL PROJECTS	379,200	325,000	250,000	250,000	250,000
CAPE SEAL PROJECTS	155,000	-	-	-	-
REHABILITATION PROJECTS	562,700	1,235,000	-	-	-
ADA TRANSITION / SELF-EVAL. PLAN	55,000	-	-	-	-
ALLEY PROJECT	50,000	50,000	50,000	50,000	50,000
INTERSECTION REHAB: BUREM/FOOTHILL/TULARE	100,000	-	-	-	-
BUREM LANE RENOVATION	85,000	-	-	-	-
PEDESTRIAN PATHWAYS STUDY	25,000	-	-	-	-
PROJECT VALUES IN YEAR 3-5	-	-	1,140,000	1,145,000	1,150,000
TOTAL OUTFLOWS FOR STREET PROJECTS	1,411,900	1,610,000	1,440,000	1,445,000	1,450,000

GENERAL CAPITAL PROJECTS | ADOPTED PROJECTS

	ADOPTED FY 2021	POTENTIAL FY 2022	POTENTIAL FY 2023	POTENTIAL FY 2024	POTENTIAL FY 2025
SCBA EQUIPMENT	110,000	-	-	-	-
HVAC - CITY HALL COMPLEX & YARD / PS HEATER	15,000	100,000	-	-	-
PS / CS CARPORT REROOF	100,000	-	-	-	-
PUBLIC SAFETY FACILITY STUDY	-	-	50,000	-	-
CORPORATION YARD IMPROVEMENTS	-	250,000	-	-	-
CITY HALL & PS RENO. (ELEC. / MECH.)	15,000	150,000	200,000	250,000	-
CITY PROPERTY IMPROVEMENTS	-	50,000	50,000	-	150,000
TOTAL OUTFLOWS FOR CAPITAL PROJECTS	240,000	550,000	300,000	250,000	150,000

552-WATER | CAPITAL OUTLAY

	ADOPTED FY 2021	POTENTIAL FY 2022	POTENTIAL FY 2023	POTENTIAL FY 2024	POTENTIAL FY 2025
IN ORDER OF PRIORITY					
URBAN WATER MANAGEMENT PLAN	40,000	-	-	-	100,000
WTP FILTER BANK RENOVATION	250,000	275,000	-	-	-
WATER MAIN LINE REPLACEMENT	150,000	200,000	200,000	205,000	215,000
AVE 240 WATER SERVICE PROJECT	100,000	-	-	-	-
TURBIDAMETER REPLACEMENT (WTP)	45,000	45,000	-	-	-
SCADA EXPANSION	25,000	25,000	25,000	-	-
DBP MITIGATION	350,000	-	-	-	-
LANDSCAPE IRRIGATION WATER WELL	-	250,000	-	-	-
WELL 14 FILTRATION PROJECT	-	-	-	1,025,000	-
WATER STORAGE TANK RENOVATION	-	350,000	-	-	-
FIRE FLOW STUDY	-	50,000	-	-	-
CANAL TURNOUT UPGRADES	-	-	100,000	100,000	100,000
WATER PLANT UPGRADES	-	50,000	50,000	-	-
WELL 11 BIOLOGICAL TREATMENT PLANT	-	-	-	-	2,750,000
WATER CONSERVATION PROJECTS	-	-	1,250,000	-	-
TOTAL OUTLAY	960,000	1,245,000	1,625,000	1,330,000	3,165,000

553-SEWER | CAPITAL OUTLAY

	ADOPTED FY 2021	POTENTIAL FY 2022	POTENTIAL FY 2023	POTENTIAL FY 2024	POTENTIAL FY 2025
OUTLAY, IN ORDER OF PRIORITY					
INFLUENT FLOW CONTROL	50,000	-	-	-	-
EFFLUENT FLOW CONTROL	50,000	-	-	-	-
SCADA EXPANSION	50,000	-	-	-	-
ORANGE AVENUE / HARVARD PARK	100,000	-	-	-	-
STORM DRAIN PROJECTS	75,000	80,000	-	-	-
WWTP - CLARIFIER GATE VALVES (3)	42,500	-	-	-	-
SEWER MAIN LINE REPLACEMENT	150,000	175,000	300,000	275,000	250,000
TERRTIARY TREATMENT STUDY	-	50,000	-	-	-
WWTP - DRYING BEDS RENOVATION	-	150,000	-	-	-
WWTP - CLARIFIER REPAIRS	-	75,000	-	-	-
OXIDATION DITCH REPAIRS (2)	-	200,000	-	-	-
WWTP - BUILDING RENOVATION	-	150,000	150,000	-	-
WWTP - EQUIPMENT REPLACEMENT	-	125,000	125,000	-	-
UPDATE MASTER PLANS	-	-	500,000	-	-
TOTAL OUTLAY	517,500	1,005,000	1,075,000	275,000	250,000

NET	SUMMARY OF NET CHANGE	ADOPTED FY 2021
	TRANSFER IN	2,270,700
	TRANSFER OUT	2,270,700
	NET	-

TRANSFER IN

TRANSFER IN	ADOPTED FY 2021	PURPOSE
GENERAL FUND	349,400	From Street Improvement for Street Operations/Debt
SB1 ROAD MAINTENANCE & REHAB	140,000	
WELLNESS CENTER	300,000	From General Fund for Operations
CAPITAL IMPROVEMENT	1,481,300	Multiple Sources for Street Projects and General CIP
TOTAL TRANSFER IN	2,270,700	

TRANSFER OUT

TRANSFER OUT	ADOPTED FY 2021	PURPOSE
GENERAL FUND	540,000	For Wellness Center Operations and CIP
STREET IMPROVEMENT FUND	800,000	To CIP for Street Projects and GF for Streets Department
SB1 ROAD MAINTENANCE & REHAB	140,000	For Street Projects
TRANSPORTATION	80,000	For Street Projects
STP HWY FUNDS	130,700	For Street Projects
LTF-ART 8 STREETS & ROADS	530,000	For Street Projects
REFUSE	50,000	For Alley Projects (Streets)
TOTAL TRANSFER OUT	2,270,700	

SUMMARY OF NET CHANGE

40 work hours in a week equals 1 FTE. A full-time position equals 1 FTE.
 A 20-hour-per-week part-time position equals 0.5 FTE (20/40 = 0.5).

FTE COUNT

BY HOME DEPARTMENT		BY SALARY ALLOCATION DEPARTMENT	FTE COUNT
City Manager	2.1	City Manager	0.7
Finance	4.5	Finance	0.6
City Services	15.5	ComDev	0.4
Public Safety	19.0	Public Safety	19.2
Wellness	3.7	Public Works	2.9
TOTAL FTE	44.8	Streets	2.4
		Parks	2.0
		Gas Tax	1.6
		Transportation	0.4
		Wellness	3.8
		Water	5.7
		Sewer	3.4
		Refuse	1.1
		VitaPakt	0.3
		RDA Obligation	0.1
		CDBG	0.0
		HOME	0.0
		HOUSING	0.0
		TOTAL FTE	44.8

FTE ADDITIONS IN FY 2020-2021 (INCLUDED IN FTE COUNT ABOVE)

BY HOME DEPARTMENT		NOTES
City Services	0.5	Part-Time Building Inspector
TOTAL FTE	0.5	

PRICE AND POPULATION FACTORS

FISCAL YEAR	PER CAPITA ADJUSTMENT	POPULATION ADJUSTMENT	TOTAL ADJUSTMENT	APPROPRIATIONS LIMIT	NOTES
2006	1.0526	1.0201	1.0738	\$ 8,098,584	
2007	1.0396	1.0094	1.0494	\$ 8,498,430	Per Capita Adj. X Population Adj. = Approp. Limit
2008	1.0442	1.0001	1.0443	\$ 8,874,948	
2009	1.0429	1.0434	1.0882	\$ 9,657,379	
2010	1.0062	1.0156	1.0219	\$ 9,868,844	
2011	0.9746	1.0116	0.9859	\$ 9,729,747	
2012	1.0251	1.0219	1.0475	\$ 10,192,393	
2013	1.0377	1.0238	1.0624	\$ 10,828,370	
2014	1.0512	1.0077	1.0593	\$ 11,470,430	
2015	0.9977	1.0093	1.0070	\$ 11,550,478	
2016	1.0382	1.0050	1.0434	\$ 12,051,665	
2017	1.0537	1.0134	1.0678	\$ 12,869,004	
2018	1.0369	1.0041	1.0412	\$ 13,398,580	
2019	1.0367	1.0091	1.0461	\$ 14,016,710	
2020	1.0385	1.0227	1.0620	\$ 14,886,217	
2021	1.0373	1.0001	1.0374	\$ 15,442,646	

DETERMINING THE FY 2020 RATE FACTOR

COMPONENT	FACTOR	NOTES
Per Capita Personal Income Change from FY 2019-2020 to FY 2020-2021	3.73%	Source: Department of Finance
Population Change (same period)	0.01%	
Per Capita Cost of Living Ratio	1.0373	
Population Ratio	1.0001	
Rate Factor	1.0374	Per Capita Ratio X Population Ratio

FY 2020 TAX APPROPRIATIONS SUBJECT TO THE GANN LIMIT

REVENUE	FY 2021 Est.	NOTES
Property Tax Secured	\$ 318,000	Source: FY 2020 Budget Projections
Property Tax Unsecured	\$ 23,769	
Sales & Use Tax	\$ 1,052,107	
Transactions & Use Tax (Measure O)	\$ 980,550	
Gas Tax	\$ 281,100	
Business Licenses	\$ 59,400	
Pass-Thru & Other Property Tax	\$ 62,000	
Street Improvement Program	\$ 811,200	
Franchise Fees	\$ 108,000	
Local Measure R Tax	\$ 506,900	
Property Transfer	\$ 4,432	
Transient Occupancy Tax	\$ 33,138	
Utility Users Tax	\$ 931,526	
Pub Safety 1/2 Cent Fund	\$ 40,000	
COPS SLESF	\$ 130,500	
TOTAL UNADJUSTED APPROPRIATIONS SUBJECT TO LIMIT	\$ 5,342,622	

LIMIT

		FACTOR	NOTES
GANN Limit for FY 2021	\$	15,442,646	
Unadjusted Appropriations Subject to Limit	\$	5,342,622	
Projected Appropriations are below Limit by	\$	10,100,024	Lindsay is well within the appropriations limit

SUMMARY OF NET CHANGE

NET	SUMMARY OF NET CHANGE				PROJECTED	ADOPTED
		FY 2017	FY 2018	FY 2019	FY 2020	FY 2021
	TOTAL PRINCIPAL PAID	509,600	521,000	553,582	614,079	730,189
	TOTAL INTEREST PAID	515,700	492,700	499,518	471,221	490,711
	TOTAL PAID	1,025,300	1,013,700	1,053,100	1,085,300	1,220,900

101-GENERAL FUND | LEASE | PUBLIC SAFETY - 61' SKY BOOM FIRE ENGINE (PIERCE)

	FY 2017	FY 2018	FY 2019	PROJECTED FY 2020	ADOPTED FY 2021
BEGINNING BALANCE	-	-	725,821	666,439	604,461
PRINCIPAL PAID	-	-	59,382	61,979	64,689
ENDING BALANCE	-	-	666,439	604,461	539,772
INTEREST PAID	-	-	31,718	29,121	26,411

101-GENERAL FUND | DEBT SERVICE | TCAG SETTLEMENT

	FY 2017	FY 2018	FY 2019	PROJECTED FY 2020	ADOPTED FY 2021
BEGINNING BALANCE	-	-	-	-	3,790,786
PRINCIPAL PAID	-	-	-	-	99,400
ENDING BALANCE	-	-	-	-	3,691,386
INTEREST PAID	-	-	-	-	-

101-GENERAL FUND | DEBT SERVICE | TCAG SETTLEMENT

	FY 2017	FY 2018	FY 2019	PROJECTED FY 2020	ADOPTED FY 2021
BEGINNING BALANCE	838,821	786,421	734,021	734,021	681,621
PRINCIPAL PAID	52,400	52,400	-	52,400	52,400
ENDING BALANCE	786,421	734,021	734,021	681,621	629,221
INTEREST PAID	19,300	14,300	4,600	4,800	4,800

101-GENERAL FUND | DEBT SERVICE | 2012 REVENUE BOND (McDERMONT)

	FY 2017	FY 2018	FY 2019	PROJECTED FY 2020	ADOPTED FY 2021
BEGINNING BALANCE	1,550,000	1,445,000	1,335,000	1,220,000	1,095,000
PRINCIPAL PAID	105,000	110,000	115,000	125,000	130,000
ENDING BALANCE	1,445,000	1,335,000	1,220,000	1,095,000	965,000
INTEREST PAID	86,800	81,900	76,200	62,900	62,600

101-GENERAL FUND | DEBT SERVICE | 2012 REVENUE BOND (McDERMONT)

	FY 2017	FY 2018	FY 2019	PROJECTED FY 2020	ADOPTED FY 2021
BEGINNING BALANCE	1,550,000	1,445,000	1,335,000	1,220,000	1,095,000
PRINCIPAL PAID	105,000	110,000	115,000	125,000	130,000
ENDING BALANCE	1,445,000	1,335,000	1,220,000	1,095,000	965,000
INTEREST PAID	86,800	81,900	76,200	62,900	62,600

101-GENERAL FUND | DEBT SERVICE | LIBRARY LANDSCAPING

	FY 2017	FY 2018	FY 2019	PROJECTED FY 2020	ADOPTED FY 2021
BEGINNING BALANCE	465,171	447,471	429,071	409,871	389,971
PRINCIPAL PAID	17,700	18,400	19,200	19,900	20,700
ENDING BALANCE	447,471	429,071	409,871	389,971	369,271
INTEREST PAID	19,300	18,600	17,800	17,000	16,200

263-TRANSPORTATION | DEBT SERVICE | TRANSPORTATION - TULARE ROAD

	FY 2017	FY 2018	FY 2019	PROJECTED FY 2020	ADOPTED FY 2021
BEGINNING BALANCE	1,245,581	1,175,581	1,102,581	1,026,481	947,181
PRINCIPAL PAID	70,000	73,000	76,100	79,300	82,700
ENDING BALANCE	1,175,581	1,102,581	1,026,481	947,181	864,481
INTEREST PAID	51,700	48,500	45,100	41,600	59,800

400-WELLNESS CENTER | DEBT SERVICE | WELLNESS CENTER

	FY 2017	FY 2018	FY 2019	PROJECTED FY 2020	ADOPTED FY 2021
BEGINNING BALANCE	2,159,861	2,118,361	2,075,061	2,029,961	1,982,961
PRINCIPAL PAID	41,500	43,300	45,100	47,000	42,000
ENDING BALANCE	2,118,361	2,075,061	2,029,961	1,982,961	1,940,961
INTEREST PAID	89,500	83,200	87,200	85,300	83,200

552-WATER | DEBT SERVICE | WATER

	FY 2017	FY 2018	FY 2019	PROJECTED FY 2020	ADOPTED FY 2021
BEGINNING BALANCE	1,865,998	1,801,498	1,741,098	1,671,198	1,617,198
PRINCIPAL PAID	64,500	60,400	69,900	54,000	57,600
ENDING BALANCE	1,801,498	1,741,098	1,671,198	1,617,198	1,559,598
INTEREST PAID	61,200	60,600	56,700	55,900	52,300

553-SEWER | DEBT SERVICE | SEWER

	FY 2017	FY 2018	FY 2019	PROJECTED FY 2020	ADOPTED FY 2021
(1) CalHFA Loan No. RDLP-090806-03					
(2) 2015 Bond Issue Refunding					
BEGINNING BALANCE	5,724,145	5,565,645	5,402,145	5,233,245	5,058,745
PRINCIPAL PAID	158,500	163,500	168,900	174,500	180,700
ENDING BALANCE	5,565,645	5,402,145	5,233,245	5,058,745	4,878,045
INTEREST PAID	187,900	185,600	180,200	174,600	185,400

HCD 2020 AGREEMENT			SUMMARY OF NET CHANGE			CITY OF LINDSAY 2020-2021 BUDGET		
Original Value	\$ 3,790,786		Lender: HCD					
Start Date	9/30/2020		Principal Acct #	101-4700-047-002				
Interest Rate	0.0000%		Interest Acct #	101-4700-047-001				
PAYMENT DATE	INTEREST	PRINCIPAL	TOTAL PAYMENT	BALANCE	NOTES			
9/30/2020	\$ -	\$ 10,000	\$ 10,000	\$ 3,780,786				
4/30/2021	\$ -	\$ 89,360	\$ 89,360	\$ 3,691,426				
4/30/2022	\$ -	\$ 89,360	\$ 89,360	\$ 3,602,066				
4/30/2023	\$ -	\$ 89,360	\$ 89,360	\$ 3,512,706				
4/30/2024	\$ -	\$ 89,360	\$ 89,360	\$ 3,423,346				
4/30/2025	\$ -	\$ 89,360	\$ 89,360	\$ 3,333,986				
4/30/2026	\$ -	\$ 89,360	\$ 89,360	\$ 3,244,626				
4/30/2027	\$ -	\$ 89,360	\$ 89,360	\$ 3,155,266				
4/30/2028	\$ -	\$ 89,360	\$ 89,360	\$ 3,065,906				
4/30/2029	\$ -	\$ 89,360	\$ 89,360	\$ 2,976,546				
4/30/2030	\$ -	\$ 89,360	\$ 89,360	\$ 2,887,186				
4/30/2031	\$ -	\$ 89,360	\$ 89,360	\$ 2,797,826				
4/30/2032	\$ -	\$ 89,360	\$ 89,360	\$ 2,708,466				
4/30/2033	\$ -	\$ 89,360	\$ 89,360	\$ 2,619,106				
4/30/2034	\$ -	\$ 89,360	\$ 89,360	\$ 2,529,746				
4/30/2035	\$ -	\$ 89,360	\$ 89,360	\$ 2,440,386				
4/30/2036	\$ -	\$ 89,360	\$ 89,360	\$ 2,351,026				
4/30/2037	\$ -	\$ 89,360	\$ 89,360	\$ 2,261,666				
4/30/2038	\$ -	\$ 89,360	\$ 89,360	\$ 2,172,306				
4/30/2039	\$ -	\$ 89,360	\$ 89,360	\$ 2,082,946				
4/30/2040	\$ -	\$ 89,360	\$ 89,360	\$ 1,993,586				
4/30/2041	\$ -	\$ 89,360	\$ 89,360	\$ 1,904,226				
4/30/2042	\$ -	\$ 89,360	\$ 89,360	\$ 1,814,866				
4/30/2043	\$ -	\$ 89,360	\$ 89,360	\$ 1,725,506				
4/30/2044	\$ -	\$ 89,360	\$ 89,360	\$ 1,636,146				
4/30/2045	\$ -	\$ 89,360	\$ 89,360	\$ 1,546,786				
4/30/2046	\$ -	\$ 89,360	\$ 89,360	\$ 1,457,426				
4/30/2047	\$ -	\$ 89,360	\$ 89,360	\$ 1,368,066				
4/30/2048	\$ -	\$ 89,360	\$ 89,360	\$ 1,278,706				
4/30/2049	\$ -	\$ 89,360	\$ 89,360	\$ 1,189,346				
4/30/2050	\$ -	\$ 89,346	\$ 89,346	\$ 1,100,000				

Original Value \$ 725,821 Lender: PNC
 Start Date 1/25/2019
 Interest Rate 4.3700%

PAYMENT DATE	INTEREST	PRINCIPAL	TOTAL PAYMENT	BALANCE	NOTES
1/25/2019	\$ 31,718	\$ 59,425	\$ 91,143	\$ 666,396	
1/25/2020	\$ 29,121	\$ 62,021	\$ 91,143	\$ 604,375	
1/25/2021	\$ 26,411	\$ 64,732	\$ 91,143	\$ 539,643	
1/25/2022	\$ 23,582	\$ 67,560	\$ 91,143	\$ 472,082	
1/25/2023	\$ 20,630	\$ 70,513	\$ 91,143	\$ 401,570	
1/25/2024	\$ 17,549	\$ 73,594	\$ 91,143	\$ 327,975	
1/25/2025	\$ 14,332	\$ 76,810	\$ 91,143	\$ 251,165	
1/25/2026	\$ 10,976	\$ 80,167	\$ 91,143	\$ 170,998	
1/25/2027	\$ 7,473	\$ 83,670	\$ 91,143	\$ 87,328	
1/25/2028	\$ 3,816	\$ 87,327	\$ 91,143	\$ 1	

Original Value	\$	1,835,000	Lender:	USBANK Lease Bond 2012 REFUNDING BONDS
Start Date		11/1/2012	Principal Acct #	300-4300-047-002
Interest Rate		4.2500%	Interest Acct #	300-4300-047-001

PAYMENT DATE	INTEREST	PRINCIPAL	TOTAL PAYMENT	BALANCE	NOTES
12/15/2016	\$ 44,600	\$ 105,000	\$ 149,600	\$ 1,445,000	
6/15/2017	\$ 42,238		\$ 42,238		
12/15/2017	\$ 42,238	\$ 110,000	\$ 152,238	\$ 1,335,000	
6/15/2018	\$ 39,625		\$ 39,625		
12/15/2018	\$ 39,625	\$ 115,000	\$ 154,625	\$ 1,220,000	
6/15/2019	\$ 36,606		\$ 36,606		
12/15/2019	\$ 36,606	\$ 125,000	\$ 161,606	\$ 1,095,000	
6/15/2020	\$ 33,169		\$ 33,169		
12/15/2020	\$ 33,169	\$ 130,000	\$ 163,169	\$ 965,000	
6/15/2021	\$ 29,431		\$ 29,431		
12/15/2021	\$ 29,431	\$ 140,000	\$ 169,431	\$ 825,000	
6/15/2022	\$ 25,406		\$ 25,406		
12/15/2022	\$ 25,406	\$ 145,000	\$ 170,406	\$ 680,000	
6/15/2023	\$ 21,056		\$ 21,056		
12/15/2023	\$ 21,056	\$ 155,000	\$ 176,056	\$ 525,000	
6/15/2024	\$ 16,406		\$ 16,406		
12/15/2024	\$ 16,406	\$ 165,000	\$ 181,406	\$ 360,000	
6/15/2025	\$ 11,250		\$ 11,250		
12/15/2025	\$ 11,250	\$ 175,000	\$ 186,250	\$ 185,000	
6/15/2026	\$ 5,781		\$ 5,781		
12/15/2026	\$ 5,781	\$ 185,000	\$ 190,781	\$ -	

Original Value	\$	750,000	Lender:	USDA #97-12 2010 USDA RD COP
Start Date		5/12/2010	Principal Acct #	450-4500-047-002
Interest Rate		4.1250%	Interest Acct #	450-4500-047-001

PAYMENT DATE	INTEREST	PRINCIPAL	TOTAL PAYMENT	BALANCE	NOTES
11/12/2016	\$ 9,656		\$ 9,656		
5/12/2017	\$ 9,656	\$ 17,707	\$ 27,363	\$ 450,441	
11/12/2017	\$ 9,290		\$ 9,291		
5/12/2018	\$ 9,290	\$ 18,415	\$ 27,706	\$ 432,026	
11/12/2018	\$ 8,911		\$ 8,911		
5/12/2019	\$ 8,911	\$ 19,152	\$ 28,063	\$ 412,874	
11/12/2019	\$ 8,516		\$ 8,516		
5/12/2020	\$ 8,516	\$ 19,918	\$ 28,434	\$ 392,956	
11/12/2020	\$ 8,105		\$ 8,105		
5/12/2021	\$ 8,105	\$ 20,714	\$ 28,819	\$ 372,242	
11/12/2021	\$ 7,677		\$ 7,678		
5/12/2022	\$ 7,677	\$ 21,543	\$ 29,221	\$ 350,699	
11/12/2022	\$ 7,233		\$ 7,233		
5/12/2023	\$ 7,233	\$ 22,405	\$ 29,638	\$ 328,294	
11/12/2023	\$ 6,771		\$ 6,771		
5/12/2024	\$ 6,771	\$ 23,301	\$ 30,072	\$ 304,993	
11/12/2024	\$ 6,290		\$ 6,291		
5/12/2025	\$ 6,290	\$ 24,233	\$ 30,524	\$ 280,760	
11/12/2025	\$ 5,791		\$ 5,791		
5/12/2026	\$ 5,791	\$ 25,202	\$ 30,993	\$ 255,558	
11/12/2026	\$ 5,271		\$ 5,271		
5/12/2027	\$ 5,271	\$ 26,210	\$ 31,481	\$ 229,348	
11/12/2027	\$ 4,730		\$ 4,731		
5/12/2028	\$ 4,730	\$ 27,259	\$ 31,990	\$ 202,089	
11/12/2028	\$ 4,168		\$ 4,168		
5/12/2029	\$ 4,168	\$ 28,349	\$ 32,517	\$ 173,740	
11/12/2029	\$ 3,583		\$ 3,584		
5/12/2030	\$ 3,583	\$ 29,483	\$ 33,067	\$ 144,257	
11/12/2030	\$ 2,975		\$ 2,976		
5/12/2031	\$ 2,975	\$ 30,662	\$ 33,638	\$ 113,595	
11/12/2031	\$ 2,343		\$ 2,343		
5/12/2032	\$ 2,343	\$ 31,889	\$ 34,232	\$ 81,706	
11/12/2032	\$ 1,685		\$ 1,685		
5/12/2033	\$ 1,685	\$ 33,165	\$ 34,850	\$ 48,541	
11/12/2033	\$ 1,001		\$ 1,001		
5/12/2034	\$ 1,001	\$ 34,491	\$ 35,492	\$ 14,050	
11/12/2034	\$ 290		\$ 290		
5/12/2035	\$ 290	\$ 14,050	\$ 14,340	\$ -	

Original Value	\$ 1,600,000	Lender:	USDA #97-15 2008 USDA RD COP
Start Date	8/12/2008	Principal Acct #	263-4180-047-002
Interest Rate	4.5000%	Interest Acct #	263-4180-047-001

PAYMENT DATE	INTEREST	PRINCIPAL	TOTAL PAYMENT	BALANCE	NOTES
11/12/2017	\$ 24,250	\$ 72,964	\$ 97,214		
5/12/2018	\$ 24,250		\$ 24,250	\$ 1,040,817	
11/12/2018	\$ 22,550	\$ 76,065	\$ 98,615		
5/12/2019	\$ 22,550		\$ 22,550	\$ 964,752	
11/12/2019	\$ 20,800	\$ 79,298	\$ 100,098		
5/12/2020	\$ 20,800		\$ 20,800	\$ 885,454	
11/12/2020	\$ 19,923	\$ 82,668	\$ 102,591		
5/12/2021	\$ 19,923		\$ 19,923	\$ 802,786	
11/12/2021	\$ 18,063	\$ 86,182	\$ 104,245		
5/12/2022	\$ 18,063		\$ 18,063	\$ 716,604	
11/12/2022	\$ 16,124	\$ 89,844	\$ 105,968		
5/12/2023	\$ 16,124		\$ 16,124	\$ 626,760	
11/12/2023	\$ 14,102	\$ 93,663	\$ 107,765		
5/12/2024	\$ 14,102		\$ 14,102	\$ 533,097	
11/12/2024	\$ 11,995	\$ 97,643	\$ 109,638		
5/12/2025	\$ 11,995		\$ 11,995	\$ 435,454	
11/12/2025	\$ 9,798	\$ 101,793	\$ 111,591		
5/12/2026	\$ 9,798		\$ 9,798	\$ 333,661	
11/12/2026	\$ 7,507	\$ 106,119	\$ 113,626		
5/12/2027	\$ 7,507		\$ 7,507	\$ 227,542	
11/12/2027	\$ 5,120	\$ 110,630	\$ 115,750		
5/12/2028	\$ 5,120		\$ 5,120	\$ 116,912	
11/12/2028	\$ 2,631	\$ 116,912	\$ 119,543		
5/12/2029	\$ 2,631		\$ 2,631	\$ -	

Original Value	\$ 3,000,000	Lender:	USDA #97-13 2007 USDA RD
Start Date	7/20/2007	Principal Acct #	400-4400-047-002
Interest Rate	4.2500%	Interest Acct #	400-4400-047-001

PAYMENT DATE	INTEREST	PRINCIPAL	TOTAL PAYMENT	BALANCE	NOTES
7/20/2017	\$ 43,875	\$ 43,277	\$ 87,152	\$ 2,075,053	
1/20/2018	\$ 44,095		\$ 44,095		
7/20/2018	\$ 44,095	\$ 45,116	\$ 89,211	\$ 2,029,937	
1/20/2019	\$ 43,136		\$ 43,136		
7/20/2019	\$ 43,136	\$ 47,034	\$ 90,170	\$ 1,982,903	
1/20/2020	\$ 42,137		\$ 42,137		
7/20/2020	\$ 42,137	\$ 49,033	\$ 91,170	\$ 1,933,870	
1/20/2021	\$ 41,095		\$ 41,095		
7/20/2021	\$ 41,095	\$ 51,117	\$ 92,212	\$ 1,882,753	
1/20/2022	\$ 40,009		\$ 40,009		
7/20/2022	\$ 40,009	\$ 53,289	\$ 93,298	\$ 1,829,464	
1/20/2023	\$ 38,876		\$ 38,876		
7/20/2023	\$ 38,876	\$ 55,554	\$ 94,430	\$ 1,773,910	
1/20/2024	\$ 37,696		\$ 37,696		
7/20/2024	\$ 37,696	\$ 57,915	\$ 95,611	\$ 1,715,995	
1/20/2025	\$ 36,465		\$ 36,465		
7/20/2025	\$ 36,465	\$ 60,376	\$ 96,841	\$ 1,655,619	
1/20/2026	\$ 35,182		\$ 35,182		
7/20/2026	\$ 35,182	\$ 62,942	\$ 98,124	\$ 1,592,677	
1/20/2027	\$ 33,844		\$ 33,844		
7/20/2027	\$ 33,844	\$ 65,618	\$ 99,462	\$ 1,527,059	
1/20/2028	\$ 32,450		\$ 32,450		
7/20/2028	\$ 32,450	\$ 68,406	\$ 100,856	\$ 1,458,653	
1/20/2029	\$ 30,996		\$ 30,996		
7/20/2029	\$ 30,996	\$ 71,314	\$ 102,310	\$ 1,387,339	
1/20/2030	\$ 29,481		\$ 29,481		
7/20/2030	\$ 29,481	\$ 74,344	\$ 103,825	\$ 1,312,995	
1/20/2031	\$ 27,901		\$ 27,901		
7/20/2031	\$ 27,901	\$ 77,504	\$ 105,405	\$ 1,235,491	
1/20/2032	\$ 26,254		\$ 26,254		
7/20/2032	\$ 26,254	\$ 80,798	\$ 107,052	\$ 1,154,693	
1/20/2033	\$ 24,537		\$ 24,537		
7/20/2033	\$ 24,537	\$ 84,232	\$ 108,769	\$ 1,070,461	
1/20/2034	\$ 22,747		\$ 22,747		
7/20/2034	\$ 22,747	\$ 87,812	\$ 110,559	\$ 982,649	
1/20/2035	\$ 20,881		\$ 20,881		
7/20/2035	\$ 20,881	\$ 91,544	\$ 112,425	\$ 891,105	
1/20/2036	\$ 18,936		\$ 18,936		
7/20/2036	\$ 18,936	\$ 95,434	\$ 114,370	\$ 795,671	
1/20/2037	\$ 16,908		\$ 16,908		
7/20/2037	\$ 16,908	\$ 99,490	\$ 116,398	\$ 696,181	
1/20/2038	\$ 14,794		\$ 14,794		
7/20/2038	\$ 14,794	\$ 103,719	\$ 118,513	\$ 592,462	
1/20/2039	\$ 12,590		\$ 12,590		
7/20/2039	\$ 12,590	\$ 108,127	\$ 120,717	\$ 484,335	

Original Value	\$	3,000,000	Lender:	USDA #97-13 2007 USDA RD
Start Date		7/20/2007	Principal Acct #	400-4400-047-002
Interest Rate		4.2500%	Interest Acct #	400-4400-047-001

PAYMENT DATE	INTEREST	PRINCIPAL	TOTAL PAYMENT	BALANCE	NOTES
1/20/2040	\$ 10,292		\$ 10,292		
7/20/2040	\$ 10,292	\$ 112,722	\$ 123,014	\$ 371,613	
1/20/2041	\$ 7,897		\$ 7,897		
7/20/2041	\$ 7,897	\$ 117,513	\$ 125,410	\$ 254,100	
1/20/2042	\$ 5,400		\$ 5,400		
7/20/2042	\$ 5,400	\$ 122,507	\$ 127,907	\$ 131,593	
1/20/2043	\$ 2,796		\$ 2,796		
7/20/2043	\$ 2,796	\$ 127,713	\$ 130,509	\$ 3,880	
1/20/2044	\$ 82		\$ 82		
7/20/2044	\$ 82	\$ 3,880	\$ 3,962	\$ -	

Original Value	\$	2,440,000	Lender:	USDA #91-06 2000 USDA RD
Start Date		12/11/2000	Principal Acct #	552-4552-047-002
Interest Rate		3.2500%	Interest Acct #	552-4552-047-001

PAYMENT DATE	INTEREST	PRINCIPAL	TOTAL PAYMENT	BALANCE	NOTES
12/11/2016	\$ 59,200	\$ 50,674	\$ 109,874	\$ 1,770,862	
12/11/2017	\$ 57,553	\$ 52,321	\$ 109,874	\$ 1,718,541	
12/11/2018	\$ 55,853	\$ 54,021	\$ 109,874	\$ 1,664,520	
12/11/2019	\$ 54,097	\$ 55,777	\$ 109,874	\$ 1,608,742	
12/11/2020	\$ 52,284	\$ 57,590	\$ 109,874	\$ 1,551,153	
12/11/2021	\$ 50,412	\$ 59,462	\$ 109,874	\$ 1,491,691	
12/11/2022	\$ 48,480	\$ 61,394	\$ 109,874	\$ 1,430,297	
12/11/2023	\$ 46,485	\$ 63,389	\$ 109,874	\$ 1,366,908	
12/11/2024	\$ 44,424	\$ 65,450	\$ 109,874	\$ 1,301,458	
12/11/2025	\$ 42,297	\$ 67,577	\$ 109,874	\$ 1,233,882	
12/11/2026	\$ 40,101	\$ 69,773	\$ 109,874	\$ 1,164,109	
12/11/2027	\$ 37,834	\$ 72,040	\$ 109,874	\$ 1,092,068	
12/11/2028	\$ 35,492	\$ 74,382	\$ 109,874	\$ 1,017,686	
12/11/2029	\$ 33,075	\$ 76,799	\$ 109,874	\$ 940,887	
12/11/2030	\$ 30,579	\$ 79,295	\$ 109,874	\$ 861,592	
12/11/2031	\$ 28,002	\$ 81,872	\$ 109,874	\$ 779,720	
12/11/2032	\$ 25,341	\$ 84,533	\$ 109,874	\$ 695,187	
12/11/2033	\$ 22,594	\$ 87,280	\$ 109,874	\$ 607,906	
12/11/2034	\$ 19,757	\$ 90,117	\$ 109,874	\$ 517,789	
12/11/2035	\$ 16,828	\$ 93,046	\$ 109,874	\$ 424,743	
12/11/2036	\$ 13,804	\$ 96,070	\$ 109,874	\$ 328,674	
12/11/2037	\$ 10,682	\$ 99,192	\$ 109,874	\$ 229,482	
12/11/2038	\$ 7,458	\$ 102,416	\$ 109,874	\$ 127,066	
12/11/2039	\$ 4,130	\$ 105,744	\$ 109,874	\$ 21,321	
12/11/2040	\$ 693	\$ 21,321	\$ 109,874	\$ -	

Original Value	\$	7,000,000	Lender:	USDA #92-04 1999 USDA RD
Start Date		11/29/1999	Principal Acct #	553-4553-047-002
Interest Rate		3.2500%	Interest Acct #	553-4553-047-001

PAYMENT DATE	INTEREST	PRINCIPAL	TOTAL PAYMENT	BALANCE	NOTES
11/28/2016	\$ 173,285	\$ 150,185	\$ 323,470	\$ 5,181,655	
11/28/2017	\$ 168,404	\$ 155,066	\$ 323,470	\$ 5,026,589	
11/28/2018	\$ 163,364	\$ 160,106	\$ 323,470	\$ 4,866,483	
11/28/2019	\$ 158,161	\$ 165,309	\$ 323,470	\$ 4,701,174	
11/28/2020	\$ 152,788	\$ 170,682	\$ 323,470	\$ 4,530,492	
11/28/2021	\$ 147,241	\$ 176,229	\$ 323,470	\$ 4,354,263	
11/28/2022	\$ 141,514	\$ 181,956	\$ 323,470	\$ 4,172,306	
11/28/2023	\$ 135,600	\$ 187,870	\$ 323,470	\$ 3,984,436	
11/28/2024	\$ 129,494	\$ 193,976	\$ 323,470	\$ 3,790,461	
11/28/2025	\$ 123,190	\$ 200,280	\$ 323,470	\$ 3,590,180	
11/28/2026	\$ 116,681	\$ 206,789	\$ 323,470	\$ 3,383,391	
11/28/2027	\$ 109,960	\$ 213,510	\$ 323,470	\$ 3,169,882	
11/28/2028	\$ 103,021	\$ 220,449	\$ 323,470	\$ 2,949,433	
11/28/2029	\$ 95,857	\$ 227,613	\$ 323,470	\$ 2,721,819	
11/28/2030	\$ 88,459	\$ 235,011	\$ 323,470	\$ 2,486,808	
11/28/2031	\$ 80,821	\$ 242,649	\$ 323,470	\$ 2,244,160	
11/28/2032	\$ 72,935	\$ 250,535	\$ 323,470	\$ 1,993,625	
11/28/2033	\$ 64,793	\$ 258,677	\$ 323,470	\$ 1,734,948	
11/28/2034	\$ 56,386	\$ 267,084	\$ 323,470	\$ 1,467,863	
11/28/2035	\$ 47,706	\$ 275,764	\$ 323,470	\$ 1,192,099	
11/28/2036	\$ 38,743	\$ 284,727	\$ 323,470	\$ 907,372	
11/28/2037	\$ 29,490	\$ 293,980	\$ 323,470	\$ 613,392	
11/28/2038	\$ 19,935	\$ 303,535	\$ 323,470	\$ 309,857	
11/28/2039	\$ 10,070	\$ 309,857	\$ 323,470	\$ -	

Original Value	\$	480,000	Lender:	USDA #92-09 2004 USDA RD
Start Date		6/28/2004	Principal Acct #	553-4553-047-002
Interest Rate		4.3750%	Interest Acct #	553-4553-047-001

PAYMENT DATE	INTEREST	PRINCIPAL	TOTAL PAYMENT	BALANCE	NOTES
6/28/2017	\$ 17,259	\$ 8,364	\$ 25,623	\$ 392,310	
6/28/2018	\$ 17,164	\$ 8,459	\$ 25,623	\$ 383,851	
6/28/2019	\$ 16,793	\$ 8,830	\$ 25,623	\$ 375,021	
6/28/2020	\$ 16,407	\$ 9,216	\$ 25,623	\$ 365,805	
6/28/2021	\$ 16,004	\$ 9,619	\$ 25,623	\$ 356,186	
6/28/2022	\$ 15,583	\$ 10,040	\$ 25,623	\$ 346,147	
6/28/2023	\$ 15,144	\$ 10,479	\$ 25,623	\$ 335,667	
6/28/2024	\$ 14,685	\$ 10,938	\$ 25,623	\$ 324,730	
6/28/2025	\$ 14,207	\$ 11,416	\$ 25,623	\$ 313,314	
6/28/2026	\$ 13,707	\$ 11,916	\$ 25,623	\$ 301,398	
6/28/2027	\$ 13,186	\$ 12,437	\$ 25,623	\$ 288,961	
6/28/2028	\$ 12,642	\$ 12,981	\$ 25,623	\$ 275,981	
6/28/2029	\$ 12,074	\$ 13,549	\$ 25,623	\$ 262,432	
6/28/2030	\$ 11,481	\$ 14,142	\$ 25,623	\$ 248,290	
6/28/2031	\$ 10,863	\$ 14,760	\$ 25,623	\$ 233,530	
6/28/2032	\$ 10,217	\$ 15,406	\$ 25,623	\$ 218,124	
6/28/2033	\$ 9,543	\$ 16,080	\$ 25,623	\$ 202,044	
6/28/2034	\$ 8,839	\$ 16,784	\$ 25,623	\$ 185,260	
6/28/2035	\$ 8,105	\$ 17,518	\$ 25,623	\$ 167,742	
6/28/2036	\$ 7,339	\$ 18,284	\$ 25,623	\$ 149,458	
6/28/2037	\$ 6,539	\$ 19,084	\$ 25,623	\$ 130,374	
6/28/2038	\$ 5,704	\$ 19,919	\$ 25,623	\$ 110,454	
6/28/2039	\$ 4,832	\$ 20,791	\$ 25,623	\$ 89,664	
6/28/2040	\$ 3,923	\$ 21,700	\$ 25,623	\$ 67,964	
6/28/2041	\$ 2,973	\$ 22,650	\$ 25,623	\$ 45,314	
6/29/2042	\$ 1,982	\$ 23,641	\$ 25,623	\$ 21,674	
6/29/2043	\$ 948	\$ 21,674	\$ 25,623	\$ -	

RDA OBLIGATION DEBT (NOT CITY DEBT); REPAID USING ROPS FUNDS

Original Value	\$	4,243,694	Lender:	CalHFA Loan No. 090806-03
Start Date		8/21/2015	Principal Acct #	660-220-218
Interest Rate		0.0000%		

PAYMENT DATE	PRINCIPAL	ADD. PRINCIPAL	TOTAL PAYMENT	BALANCE	NOTES
1/15/2018				\$ 3,173,780	
7/15/2018	\$ 25,000	\$ 350,000	\$ 375,000	\$ 2,798,780	
1/15/2019	\$ 25,000	\$ 350,000	\$ 375,000	\$ 2,423,780	
7/15/2019	\$ 25,000	\$ 350,000	\$ 375,000	\$ 2,048,780	
1/15/2020	\$ 25,000	\$ 350,000	\$ 375,000	\$ 1,673,780	
7/15/2020	\$ 25,000	\$ 350,000	\$ 375,000	\$ 1,298,780	
1/15/2021	\$ 25,000	\$ 350,000	\$ 375,000	\$ 923,780	
5/7/2021		\$ 923,780	\$ 923,780	\$ -	



RESOLUTION OF THE CITY OF LINDSAY

NUMBER 20-35

TITLE A RESOLUTION OF THE CITY COUNCIL OF THE CITY OF LINDSAY APPROVING THE FISCAL YEAR OPERATING BUDGET, FIVE- YEAR CAPITAL IMPROVEMENT PLAN AND GANN APPROPRIATIONS LIMIT FOR FY 2020 – 2021.

WHEREAS, the City Manager of the City of Lindsay has presented to the Lindsay City Council, a Budget of anticipated receipts and expenditures, a five-year capital improvement plan, and the GANN appropriation limit for the Fiscal Year beginning July 1, 2020 and ending June 30, 2021; and

WHEREAS, said presentation includes requested appropriations in the amount of \$14,637,800 of which \$5,972,800 is specific to the General Fund and \$8,665,000 to non-General Fund divided in aggregate as \$1,220,900 reserved for Debt Service and \$613,323 unfunded liability for CalPERS, \$3,129,400 designated for Capital Improvement Projects and 9,674,177 designated as Operations.

WHEREAS, after a duly held public hearing and careful consideration thereon, the Lindsay City Council made detailed review and adjustments thereto and finds and determines that said budget, included five-year capital improvement plan, is necessary and, in all respects proper; and

WHEREAS, it is mandated that the City Council authorization of the adopted budget shall be for the City as a whole and that a change to appropriation in total shall be subject to approval of the Council and;

WHEREAS, it is hereby declared that, in addition to the City Council's level of authority, there is a need for a level of administrative authority over the adopted budget. Therefore, the City Manager shall have the administrative authority to approve appropriation transfers between expenditure line-item accounts as long as the funding source for the line-item from with the appropriation is being transferred is a legal funding source for the new anticipated use, and;

WHEREAS, in November of 1979, the California electorate did adopt Proposition 4, commonly called the GANN Amendment, which added Article XIII-B of the California Constitution; and

WHEREAS, the provisions of the Article establish maximum appropriation limitations commonly called "GANN Limits," for public agencies; and

WHEREAS, the City of Lindsay must establish a projected Gann Limit for the 2020 – 2021 fiscal year in accordance with the provisions of Article XIII-B and applicable statutory law, which It has included in the FY 2020-2021 proposed budget.

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

PASSED AND ADOPTED by the City Council of the City of Lindsay as follows:



RESOLUTION OF THE CITY OF LINDSAY

SECTION 1. To approve and adopt the Fiscal Year 2020 – 2021 Operating Budget and Five-Year Capital Improvements Plan for the City of Lindsay, as finally presented this date.

SECTION 2. BE IT FURTHER RESOLVED that the City Council of the City of Lindsay does hereby declare that the appropriations limit for the 2020 – 2021 fiscal year is set at \$15,442,646, which does not exceed the limitations imposed by Proposition 4.

SECTION 3. BE IT FURTHER RESOLVED that the City Clerk will provide copies of this resolution along with the appropriate attachments to interested residents of the City of Lindsay;

SECTION 4 BE IT FURTHER RESOLVED that this resolution shall be effective immediately upon its approval or adoption;

BE IT FINALLY RESOLVED that the Mayor, or presiding officer, is hereby authorized to affix their signature to the Resolution, signifying its adoption by the City Council of the City of Lindsay, and the City Clerk or their duly appointed deputy, is directed to attest thereto.

PASSED AND ADOPTED by the City Council of the City of Lindsay as follows:

MEETING DATE	July 28, 2020
MOTION	
2 nd MOTION	
AYES	
ABSENT	
ABSTAIN	
NAYS	

CERTIFICATION OF THE FOREGOING RESOLUTION AS FULL, TRUE, PASSED AND ADOPTED BY THE CITY COUNCIL OF THE CITY OF LINDSAY AS DETAILED.

Juana Espinoza, Deputy City Clerk

Pamela Kimball, Mayor

STAFF REPORT



TO: LINDSAY CITY COUNCIL
DATE: July 28, 2020
AGENDA #: 6
FROM: Joseph M Tanner, City Manager

Tulare County Regional Transit Agency Joint Powers Board Representatives

ACTION Appoint a member and alternate member to the Board

- PURPOSE**
- Statutory/Contractual Requirement
 - Council Vision/Priority
 - Discretionary Action
 - Plan Implementation

- OBJECTIVE(S)**
- Live in a safe, clean, comfortable, and healthy environment.
 - Increase our keen sense of identity in a connected and involved community.
 - Nurture attractive residential neighborhoods and business districts.
 - Dedicate resources to retain a friendly, small-town atmosphere.
 - Stimulate, attract, and retain local businesses.
 - Advance economic diversity.
 - Yield a self-reliant city government that provides effective, basic services.

RECOMMENDATION

Staff respectfully recommends City Council appoint a member and alternate member to represent the City of Lindsay on this newly formed Transit Agency.

BACKGROUND | ANALYSIS

On June 23, 2020, Council approved Tulare County Regional Transit Agency Joint Powers Agreement. At that meeting, a primary and alternate Council member was to be selected to represent Lindsay on this agency. Action is requested at this time to fulfill the obligations created by the JPA of Lindsay.

There have been governance documents for the TCRTA provided by TCAG for review and they are included as attachments.

The initial meeting of the TCRTA is scheduled for August 17, 2020 at 2:30 pm (following the scheduled TCAG meeting).

ALTERNATIVES

- None presented.

BENEFIT TO OR IMPACT ON CITY RESOURCES

Board representation is expected to take some time with the approval of governance and policy documents. It is expected that the Board will convene primarily during general working hours (COVID19 notwithstanding). Once established, the Board may meet on a monthly basis.

STAFF REPORT



TO: LINDSAY CITY COUNCIL
DATE: July 28, 2020
AGENDA #: 6
FROM: Joseph M Tanner, City Manager

ENVIRONMENTAL REVIEW

- Not required by CEQA
 If required by CEQA: As identified with attached CEQA document

POLICY ISSUES

- No policy issues
 Policy issues:

PUBLIC OUTREACH

- Posted in this agenda
 Additional public outreach:

ATTACHMENTS

- Tulare County Regional Transit Agency Bylaws
- Tulare County Regional Transit Agency Debt Policies
- Tulare County Regional Transit Agency Conflict of Interest Code
- Tulare County Regional Transit Agency CEQA Guidelines

**BYLAWS OF THE
TULARE COUNTY REGIONAL TRANSIT AGENCY
2020**

A. GENERAL PROVISIONS

1. Formation and Purpose of the Tulare County Regional Transit Agency

The TULARE COUNTY REGIONAL TRANSIT AGENCY (“TCRTA” or “Transit Agency”) is a joint powers agency formed by the County of Tulare and the Cities of Dinuba, Exeter, Farmersville, Lindsay, Porterville, Tulare, and Woodlake (each, a “Member Agency” and together, the “Member Agencies”) pursuant to Section 6500 *et seq.* of the Government Code of the State of California through the adoption of a Joint Powers Agreement that became effective on July 1, 2020 (the “Joint Powers Agreement”).

The purpose of the Joint Powers Agreement is to empower the Member Agencies to exercise their common powers by the formation and operation of TCRTA, with full power and authority to own, operate, and administer a public transportation system within the jurisdictions of the Member Agencies. TCRTA is and shall operate as a public agency separate and apart from the Member Agencies.

2. Purpose of Bylaws

The purposes of these Bylaws are to assist TCRTA’s governing Board of Directors (“Board”) as it sets policy and conducts the business and affairs of TCRTA. These Bylaws are intended to help clarify and define the responsibilities of the officials of TCRTA, to supplement the Joint Powers Agreement and state law, and to promote guidelines that are more specific for the actions of the Board by means that are fair, fiscally responsible, and protective of the interests of the people served by TCRTA. These Bylaws express the consensus of the Board as to policy matters covered but are not intended to be exhaustive nor are they intended to restrict the otherwise lawful authority of the Board. Notwithstanding any other term, provision, or condition of these Bylaws, no otherwise lawful act of the Board or the officers of TCRTA shall be invalidated by reason of any term, provision, or condition of these Bylaws.¶

3. Roster of Public Agencies

Pursuant to California Government Code section 53051, each time a change is made in the name of TCRTA, the address of TCRTA, or a change in the members of the Board, a notice of same shall be filed by TCRTA’s Executive Director (or his or her designee) with the California Secretary of the State and the Tulare County Clerk within ten (10) days of the change.

4. Applicable Law

That which is contained in the applicable provisions of the Government and other applicable California Codes and regulations, together with applicable federal laws and regulations and the Joint Powers Agreement, shall govern the actions of TCRTA and the Board.

**BYLAWS OF THE
TULARE COUNTY REGIONAL TRANSIT AGENCY
2020**

B. ORGANIZATION

1. Board of Directors¶

- 1.1 Unless otherwise expressly stated, the powers of TCRTA shall be exercised by the Board.¶
- 1.2 The Board shall be composed of elected officials, hereafter called “Directors,” from each Member Agency. Each Member Agency shall appoint one regular Director and one alternate Director to the Board. Each Director will serve at the pleasure of the Director’s appointing authority; however, Directors who are members of the governing body of their respective Member Agencies shall cease to serve as Directors upon termination of that public office. The applicable appointing authorities shall fill vacancies on the Board of Directors.
- 1.3 The following shall sit as non-voting, *ex-officio* members of the Board:
 - 1.3.1 The Tulare County Association of Governments Board members sitting as the Public Transit Representative and Alternate (if different than an already seated Director); and
 - 1.3.2 The Calvans Executive Director or his/her designee.
- 1.4 Before entering on the duties of his or her office and after appointment to a new term each Director shall take (orally) and subscribe (sign) the oath or affirmation required by law before an officer authorized to certify oaths. The signed oath shall be kept on file in TCRTA’s office.¶
- 1.5 The Directors shall serve on the Board without additional compensation but shall receive reimbursement for actual and necessary travel expenses incurred in the performance of their duties and outlined in accordance with policies established by the Board.

2. Officers of the Board of Directors

- 2.1 The Board shall elect a Chair and Vice-Chair from among the Directors, and such other officers as the Board may deem necessary. The regular biennial election of officers shall be held at the Board’s first regular meeting of the applicable calendar year. An election to fill a vacancy in an office may be held at any regular meeting of the Board or a special meeting called for that purpose.
- 2.2 The Chair, Vice-Chair, and other officers elected by the Board each shall serve at the pleasure of the majority of the voting members of the Board and be elected for terms of two years, with no limit on the number of terms served. Each such officer shall continue to serve until his or her successor is elected, or until his or her death, resignation, or removal from office by the majority of the voting members of the Board, whichever occurs earlier.

**BYLAWS OF THE
TULARE COUNTY REGIONAL TRANSIT AGENCY
2020**

- 2.3 The Chair shall preside at all meetings of the Board and generally shall perform all duties incident to the office of Chair and such other duties as may from time to time be assigned to such office by the Board. The Chair shall have the same rights as the other Directors in voting, introducing motions, resolutions, and any discussions.
- 2.4 At the request of the Chair, or in case of his or her absence or disability, the Vice-Chair shall perform all duties of the Chair and, when so acting, shall have all the powers of, and be subject to all restrictions upon, the Chair. In addition, the Vice-Chair shall perform such other duties as may from time to time be assigned to that office by the Board of Directors or the Chair.
- 2.5 The Executive Director of the Transit Agency (provided for below) shall serve *ex-officio* as the Secretary of the Board. The Secretary shall (i) certify and keep at the office of the Transit Agency, or at such other place as the Board may order, the original or a copy of the Joint Powers Agreement, these Bylaws, and the other documents provided for below, as amended or otherwise altered; (ii) keep at the office of the Transit Agency, or at such other place as the Board may order, a book of minutes of all meetings of the Board, recording therein the time and place of holding, whether regular or special, and, if special, how authorized, the notice thereof given, and the proceedings thereat; (iii) see that all notices are duly given in accordance with the provisions of the Joint Powers Agreement, the Bylaws, or as required by law; (iv) be custodian of the records of the Transit Agency; (v) exhibit at all reasonable times to any Director, upon application, the Bylaws and minutes of the proceedings of the Board; and (vi) in general, perform all duties of the office of Secretary and such other duties as may from time to time be assigned to such office by the Board or the Chair.
- 2.6 Any officer may resign at any time by giving written notice to the Board. Any such resignation shall take effect at the time specified therein and, unless otherwise specified therein, the acceptance of such resignation shall not be necessary to make it effective. A vacancy in any office because of death, resignation, removal, disqualification or any other cause shall be filled in the manner prescribed for regular election or appointment to such office. A Director elected to fill a vacant office shall serve for remainder of the unexpired term of said office, and shall be eligible for election for a regular term of such office thereafter in accordance with these Bylaws.
- 2.7 With prior Board approval, the Chair, the Vice-Chair, or the Secretary is authorized to execute all documents in the name of the Transit Agency.

C. MEETINGS OF THE BOARD

1. Meetings Generally

All meeting of the Board shall be called for, noticed, and conducted in accordance with the Ralph M. Brown Act found at California Government Code section 54950 *et seq.* (the "Brown Act"). Meetings may be canceled by a vote of the Board. The Board Secretary, in consultation with the Board Chair and Vice-Chair, shall prepare an agenda for each regular meeting and or a special meeting of the Board.

**BYLAWS OF THE
TULARE COUNTY REGIONAL TRANSIT AGENCY
2020**

Any Director may request an item to be placed on the regular meeting agenda or special meeting agenda.

2. Regular Meetings

Every regular meeting of the Board of Directors shall be held every third Monday of the month and shall commence at or about 2:00 p.m. at such location within the boundaries of the County of Tulare as directed by the Board of Directors and publically noticed in the agenda for the meeting. Regular meetings of the Board may be held on such other dates and/or at such other times and locations as may be directed by the Board's Chair.

3. Special Meetings

Special meetings may be called at any time by the Board's Chair, or at the suggestion of the TCRTA's Executive Director, or upon written request by any two members of the Board. Each member shall receive written notice at least 24 hours in advance of any special meeting unless the member has specifically waived this required notice. In accordance with the Brown Act, the call and notice shall specify the time and place of the special meeting and the business to be transacted. No other business shall be considered at such special meeting.

4. Emergency Meetings

Emergency meetings may be called without compliance with the 24-hour notice requirement in the case of any emergency situation involving matters upon which prompt action is necessary as set forth in the Brown Act.

5. Closed Sessions

Closed sessions may be held during a regular or special meeting. The general reason for a closed session must be made public as required by the Brown Act. Closed sessions not expressly authorized by the Brown Act are prohibited. Following a closed session, the Chair shall announce any action taken by the Board during such closed session to the extent such announcement is required by law.

6. Quorum and Vote

A majority of the total voting membership of the Board shall constitute a quorum for the transaction of business. Regular business will be acted upon by approval of a quorum of the Board, with the exception of the following actions which shall require approval by a unanimous vote of the Directors present and voting at a regular or special meeting of the Board, provided that a quorum of the Board is present and voting:

6.1 Approval of the TCRTA annual Budget (defined below).

**BYLAWS OF THE
TULARE COUNTY REGIONAL TRANSIT AGENCY
2020**

- 6.2 Local Transportation Fund (LTF) Claims Approval for Submittal to the Tulare County Association of Governments.
- 6.3 Withdrawal of a Member Agency from the Joint Powers Agreement prior to completion of initial new membership term (per Article I, Section 2 of the Joint Powers Agreement).
- 6.4 Readmission of an agency that was a prior member of the Transit Agency and has since withdrawn.

7. Committees¶

7.1 Standing Committees

The Board may create standing committees of the Board at its discretion. Standing committees shall be advisory committees to the Board and shall not commit TCRTA to any policy, act, or expenditure. Each standing committee may consider TCRTA related issues, on a continuing basis, assigned to it by the Board. The Board of Directors shall appoint committee members.¶¶

All meetings of standing committees of the Board shall be conducted as public meetings in accordance with the Brown Act. Minutes or summary notes for each meeting of each committee shall be forwarded to the Board of Directors as a public record.¶

7.2 *Ad Hoc* Committees

The Board shall appoint such *ad hoc* committees as may be deemed necessary or advisable. The specific duties and purpose of each *ad hoc* committee shall be outlined at the time of creation and appointment, and the committee shall be considered dissolved when its final report action has been made.

D. APPOINTMENT OF EXECUTIVE DIRECTOR

The Board shall appoint an Executive Director of TCRTA. The Executive Director shall serve at the pleasure of or upon the terms prescribed by the Board. The Executive Director so appointed may be an employee of a Member Agency, an employee of the TCRTA, or an independent contractor (or employee of an independent contractor). Under rules and regulations provided by the Board, the powers and duties of the Executive Director are:

- 1.1. To lead and coordinate the transit system of the Transit Agency and to be responsible to the Board for proper administration of all affairs of the Transit Agency.
- 1.2. To appoint, assign, direct, supervise, and, subject to the personnel rules adopted by the Board, discipline or remove Transit Agency employees.

**BYLAWS OF THE
TULARE COUNTY REGIONAL TRANSIT AGENCY
2020**

- 1.3. To arrange for secondary support services, including: legal counsel, general services, office space, human resources, fiscal and administrative support, communications, information technology, payroll, and other support services necessary or convenient for the operation of the transit system and Transit Agency.
- 1.4. To supervise and direct the preparation of TCRTA'S annual operating and capital improvement budgets, hereafter called "Budget," for the Board and be responsible for the Budget's administration after adoption by the Board.
- 1.5. To formulate and present to the Board plans for transit facilities and/or services and the means to finance them.
- 1.6. To supervise the planning, acquisition, construction, maintenance, and operation of the transit facilities and/or services of the Transit Agency.
- 1.7. To provide regular performance updates to the Board.
- 1.8. To attend all meetings of the Board and act as the Secretary of the Board. As Secretary, he or she shall cause to be kept minutes of all meetings of the Board, to cause a copy of the minutes of the previous Board meeting to be included with the agenda of the next regular meeting of the Board, and perform all of the duties of the Secretary as prescribed in Section B. 2.5. above.
- 1.9. To establish and maintain fare collection and deposit services.
- 1.10. To organize and operate an ongoing transit-marketing program, including special promotions.
- 1.11. To evaluate and propose new programs and public transportation services, with implementation to occur as approved by the Board.
- 1.12. To execute transfers within major budget units, in concurrence with the Treasurer/ Auditor-Controller of the Transit Agency, as long as the total expenditures of each major budget unit remain unchanged.
- 1.13. To purchase or lease items, fixed assets, or services within the levels authorized in the applicable Budget.
- 1.14. To lease buses, vans, and other transit vehicles on an "as needed" basis from public or private organizations when deemed necessary to assure continued reliability of service.
- 1.15. To perform such other duties as the Board may require in carrying out the policies and directives of the Board.

**BYLAWS OF THE
TULARE COUNTY REGIONAL TRANSIT AGENCY
2020**

E. MISCELLANEOUS PROVISIONS¶

1. Treasurer and Auditor

Pursuant to California Government Code Section 6505.5, the County Treasurer and County Auditor of the County of Tulare has been designated in the Joint Powers Agreement as Treasurer and Auditor of the Transit Agency. As such, they shall have the powers, duties, and responsibilities as set forth in said section of the Government Code. The County of Tulare shall be compensated for the services rendered. The amount and method of compensation agreed upon between the County and Transit Agency shall be set forth in the annual Budget of the Transit Agency.

2. Annual Audit

The Board shall cause an annual audit of the Transit Agency to be prepared and filed pursuant to California Government Code Section 6505. The Transit Agency shall pay the cost of such audit whether conducted by the County Auditor or an independent auditor.

3. Official Bonds

Pursuant to California Government Code Section 6505.1, the Board shall require the official bonds be filed by any officers, employees, or agents, which have access to the property of the Transit Agency. The cost of said bonds shall be borne by the Transit Agency.

4. Purchasing Procedures

The Board may establish purchasing procedures and policies to ensure the Transit Agency receives competitive prices for the lease or purchase of goods and services. Formal bidding shall not be required unless specifically directed by the Board or required by applicable state or federal law.

5. Indemnification

The Transit Agency shall indemnify, defend, and hold harmless the Member Agencies, their officers, agents, and employees, and members of the Board of Directors, their officers, agents, and employees, and committee members, their officers, agents, and employees, from and against any and all claims and losses whatsoever, occurring or resulting to persons, firms, or corporations furnishing or supplying work, services, materials or supplies to the Transit Agency in connection with the performance of the Joint Powers Agreement, and, except as expressly provided by law, from any and all claims and losses accruing or resulting to any persons, firm or corporation, for damage, injury, or death arising out of or connected with the Transit Agency's performance of its obligations under the Joint Powers Agreement. Nothing herein shall limit the right of the Transit Agency to purchase insurance or to create a self-insurance mechanism to provide coverage for the foregoing indemnity.

In this regard, the Member Agencies do not intend hereby to be obligated either jointly or severally for the debts, liabilities or obligations of the Transit Agency, except as may be specifically provided for in California Government Code Section 895.2 as amended or supplemented. Provided, however, if any Member Agency is, under such applicable law, held liable for the acts or omissions of the Transit

**BYLAWS OF THE
TULARE COUNTY REGIONAL TRANSIT AGENCY
2020**

Agency caused by negligent or wrongful act or omission occurring in the performance of the Joint Powers Agreement, then such parties shall be entitled to contribution from the other Member Agencies so that after said contributions each Member Agency shall bear a proportionate share of such liability, in ratios consistent with those provided for in Article III, section 4 of the Joint Powers Agreement. This provision does not apply to acts or omissions of a Member Agency in implementing the public transit system approved by the Transit Agency within such Member Agency's boundaries and managed in whole or in part by such Member Agency.

6. Privileges and Immunities

All of the privileges and immunities from liability, exemptions from laws, ordinances and rules, all pension, relief, disability, workmen's compensation, and other benefits which apply to the activity of officers, agents or employees of any Member Agency when performing their respective functions within the territorial limits of their respective public agencies, shall apply to them to the same degree and extent while engaged in the performance of any of their functions and duties extraterritorially under the auspices of the Transit Agency and the provisions of the Joint Powers Agreement.

7. Policies and Procedures, Bylaws, Conflict-of-Interest Code, and Debt Policies

Within the first six (6) months of the Transit Agency's existence, the Board shall establish a Policies and Procedures Manual to govern the day-to-day operations of the Transit Agency, local debt policies pursuant to California Government Code section 8855, and a Conflict-of-Interest Code pursuant to California Government Code section 87300, all of which are not inconsistent either with applicable law or with the Joint Powers Agreement. Each Director and Member Agency shall receive a copy of the adopted Policies and Procedures Manual, these Bylaws, and the Conflict-of-Interest Code. Thereafter, the Board may amend or repeal any bylaw, regulation, policy, procedure, or portion of the Conflict-of-Interest Code, provided that such action is not inconsistent with either the applicable law or the Joint Powers Agreement. The Executive Director shall send to each Director and to each Member Agency all Bylaw amendments, and Debt Policy and Conflict-of-Interest Code revisions promptly after adoption by the Board.

8. Fiscal Year and Budget

The fiscal year for the Transit Agency shall be July 1 through June 30 of the following calendar year.

The Board shall adopt an annual Budget prior to the beginning of each fiscal year. Except as otherwise provided in Article III, Section 4 of the Joint Powers Agreement, a unanimous vote of approval by all Directors present and voting at a regular or special meeting of the Board, at which a quorum must be present, shall be required for the adoption of the Budget.

9. The annual Budget may carry forward funds for future fiscal years where necessary to reflect obligations under state or federal funding or grant agreements.

**BYLAWS OF THE
TULARE COUNTY REGIONAL TRANSIT AGENCY
2020**

10. Amendment

These Bylaws may be amended by the Board from time-to-time as the Board deems necessary. Such amendments shall be considered to be within the regular business of the Board and may be adopted upon approval of a quorum of the Board.

THESE BY-LAWS RATIFIED ON _____, 2020 by the following vote:

SIGNATURES OF BOARD OF DIRECTORS:

CHAIR:

VICE CHAIR:

DIRECTOR:

DIRECTOR:

DIRECTOR

DIRECTOR:

DIRECTOR:

DIRECTOR

ATTEST:

AGENCY INTERIM SECRETARY:

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Tulare County Regional Transit Agency

Debt Policy

(Adopted August 17, 2020)

I. Introduction

The purpose of this Debt Policy is to establish guidelines for the issuance and management of future debt of the Tulare County Regional Transit Agency (“TCRTA” or the “Transit Agency”). This Debt Policy confirms the commitment of the Board, management, staff, and other decision makers to adhere to sound financial management practices. Priorities of the Debt Policy are as follows:

- Effectively manage and mitigate financial risk
- Preserve future program flexibility
- Maintain strong credit ratings and good investor relations
- Achieve the lowest cost of capital
- Maintain ready and cost-effective access to the capital markets

II. Scope and Authority

This Debt Policy shall guide the issuance and management of all debt funded through the capital markets, including the selection and management of related financial and advisory services and products.

This Policy shall be reviewed periodically and updated as needed. Any changes to the policy are subject to approval by the Transit Agency’s Board of Directors (“Board”) at a public meeting. Overall policy direction of this Debt Policy shall be provided by the Board. Responsibility for implementation of the Debt Policy, and day-to-day responsibility and authority for structuring, implementing, and managing the Transit Agency’s debt and finance program, shall reside with the Transit Agency’s Executive Director and Finance Director. This Debt Policy requires the Board to specifically authorize each debt financing.

Transit Agency debt issuances shall comply with all applicable Federal, State, local and securities and tax laws, and these policies. While adherence to this Policy is required in applicable circumstances, the Transit Agency recognizes that changes in the capital markets, Transit Agency programs, and other unforeseen circumstances may from time-to-time produce situations that are not covered by the Debt Policy and so require modifications or exceptions to achieve policy goals. In these cases, management flexibility is appropriate, provided specific authorization from the Board is obtained.

Government Code section 53635.7 requires that all borrowing in the amount of \$100,000 or more be placed on an Transit Agency Board agenda as a separate item of business for discussion, consideration, and deliberation and in accordance with the Brown Act provisions otherwise applicable to Board meetings.

III. Capital Budgeting and Planning for Debt Issuance

A. TCRTA

TCRTA was formed as of July 1, 2020 upon approval of a Joint Powers Agreement among the County of Tulare and the Cities of Dinuba, Exeter, Farmersville, Lindsay, Porterville, Tulare, and Woodlake (each, a “Member Agency,” and together, the “Member Agencies”). The purpose of TCRTA is to own, operate, and administer a public transportation system within the jurisdictions of the Member Agencies. TCRTA is in the process of formulating its first capital and operational budgets and such budgets are to be adopted annually.

Borrowing needs will be evaluated on a periodic basis within the context of the Transit Agency's capital and operational budgets. As noted previously, this Debt Policy requires that the Board specifically authorize each debt financing.

IV. Standards For and Appropriate Use of Debt Financing

As borrowing needs are identified, the Transit Agency will evaluate the nature of the capital investment (e.g., the purpose and useful life of the asset) to ensure that long-term debt is the appropriate financing mechanism to meet the funding need. Standards for the appropriate use of debt financing will include those described below.

A. Long Term Capital Acquisitions: Long-term debt should be used to finance essential capital acquisitions where it is cost effective and fiscally prudent. The debt repayment period should not exceed 120% of the useful life of the equipment or project being financed. The ability or need to expedite or maintain the programmed schedule of approved capital acquisitions will be a factor in the decision to issue long-term debt. Long-term debt will not be issued for current operational costs or for recurring uses. Revenue surpluses may be used to pay debt off early to save interest charges.

B. Debt Financing Mechanism: The Transit Agency will evaluate the use of financial alternatives available including, but not limited to, long-term debt, short-term debt, commercial paper, direct bank loans, private placement, and inter-fund borrowing. TCRTA will utilize the most cost advantageous financing alternative consistent with limiting the Transit Agency's risk exposure.

C. Credit Quality: Credit quality is an important consideration for the Transit Agency. All TCRTA debt management activities for new debt issuances will be conducted in a manner conducive to receiving the highest credit ratings possible consistent with the Transit Agency's debt management and project delivery objectives.

V. Purpose of Financing

The general purpose of bond financing falls into three general categories: (1) to finance new capital equipment or infrastructure, (2) to refinance existing bonds to reduce financing costs, risk or both, or (3) to reimburse a Transit Agency for eligible capital expenditures made pursuant to a cooperative agreement between the Transit Agency and TCRTA. These purposes are described in more detail below:

A. New Money Financing: New money issues are those financings that generate additional funding to be available for expenditure on capital acquisitions. These funds will be used for acquisition, construction, and major rehabilitation of capital assets. New money issues will be proposed in the context of TCRTA's capital and operational budgets.

B. Refunding Bonds: Refunding bonds are issued to retire all or a portion of an outstanding bond issue. Most typically, this is done to refinance at a lower interest rate to reduce debt service. Alternatively, some refundings are executed for a reason other than to achieve cost savings, such as to restructure the repayment schedule of the debt, to change the type of debt instruments being used, or to retire an indenture in order to remove undesirable covenants. In any event, a present value analysis must be prepared that identifies the economic effects of any refunding being proposed to TCRTA.

The Transit Agency has established a minimum debt service savings threshold goal of (1) 3.0% of the refunded bond principal amount, on a maturity-by-maturity basis, for current refundings, unless there are other compelling reasons for defeasance, and (2) 5% or more for advance refundings. As an exception to these target savings thresholds, the Transit Agency may elect to include bonds maturing in the next 24 months into a larger refunding if those maturities provide some positive savings. The present value savings will be net of all costs related to the refinancing.

Adjustments to savings thresholds for both advance refunding and current refundings may be justified based on:

- The length of time from the call to maturity. The longer the time to maturity, the higher should be the savings threshold. Conversely, a shorter time to maturity may justify a lower savings threshold.
- Interest rates at the time of the refunding relative to historical markets. In low interest rate markets, a lower threshold may be justified while a higher threshold would be justified in high interest rate markets. Generally refunding transactions should not extend the final maturity of the existing financing, net of any reserve fund offset. The Transit Agency may consider shortening the term of the originally issued financing to realize greater interest savings.

C. Reimbursement Bonds: A reimbursement bond is a tax-exempt bond the proceeds of which are allocated to prior expenditures originally paid from sources other than bond proceeds. A proper reimbursement allocation results in the proceeds being treated as spent for the governmental purpose of the original expenditures even though the actual moneys are used to replenish the funds originally used to pay the expenditures.

Under federal tax regulations, the proceeds of bonds may be allocated to a prior capital expenditure, but only if a formal declaration of reasonable intention to reimburse the expenditure with the proceeds of a borrowing (a "declaration of official intent") had been properly made within sixty (60) days after the date the expenditure was paid. This declaration of official intent is commonly made via a cooperative agreement adopted by the Board. If a declaration of official intent has been made, bond proceeds may be allocated to expenditures previously made for a period of up to 18 months after the date the expenditures were made.

VI. Types of Debt

The market for municipal finance is well developed and provides numerous products or types of debt that the Transit Agency will evaluate on a case-by-case basis. Some of the types of debt available to the Transit Agency – long-term, short-term, and variable rate – are described in this section.

A. Long Term Debt

1. Current Coupon Bonds are bonds that pay interest periodically and principal at maturity. They may be used for both new money and refunding transactions. Bond features may be adjusted to accommodate the market conditions at the time of sale, including changing dollar amounts for principal maturities, offering discount and premium bond pricing, modifying call provisions, utilizing bond insurance, and determining whether and how to fund a debt service reserve fund.

2. Transportation Infrastructure Finance Innovation Act (TIFIA) Loan is a loan provided by the United States Department of Transportation for certain transportation projects of regional importance. A TIFIA loan

may contain comparatively flexible repayment provisions and an interest rate that is tied to the prevailing 30-year US Treasury Bond yield. The Transit Agency may elect to apply for a TIFIA loan if it is determined that it is the most cost effective debt financing option available.

3. Finance or Refinance Acquisition of Transit Equipment

- a. Pursuant to California Government Code section 6518, the Transit Agency, without being subject to any limitations of any Member Agency pursuant to California Government Code section 6509, may also finance or refinance the acquisition or transfer of transit equipment or transfer federal income tax benefits with respect to any transit equipment by executing agreements, leases, purchase agreements, and equipment trust certificates in the forms customarily used by a private corporation engaged in the transit business to effect purchases of transit equipment, and dispose of the equipment trust certificates by negotiation or public sale upon terms and conditions authorized by the parties to the agreement. Payment for transit equipment, or rentals therefor, may be made in installments, and the deferred installments may be evidenced by equipment trust certificates payable from any source or sources of funds specified in the equipment trust certificates that are authorized by the parties to the agreement. Title to the transit equipment shall not vest in the Transit Agency until the equipment trust certificates are paid.
- b. If the Transit Agency finances or refinances transit equipment or transfers federal income tax benefits with respect to transit equipment under subdivision (a), it may provide in the agreement to purchase or lease transit equipment any of the following:
 - (1) A direction that the vendor or lessor shall sell and assign or lease the transit equipment to a bank or trust company, duly authorized to transact business in the state as trustee, for the benefit and security of the equipment trust certificates.
 - (2) A direction that the trustee shall deliver the transit equipment to one or more designated officers of the Transit Agency.
 - (3) An authorization for the Transit Agency to execute and deliver simultaneously therewith an installment purchase agreement or a lease of equipment to the Transit Agency.
- c. If the Transit Agency finances or refinances transit equipment or transfers federal income tax benefits with respect to transit equipment under subdivision (a), then it shall do all of the following:
 - (1) Have each agreement or lease duly acknowledged before a person authorized by law to take acknowledgments of deeds and be acknowledged in the form required for acknowledgment of deeds.
 - (2) Have each agreement, lease, or equipment trust certificate authorized by resolution of the Board.
 - (3) Include in each agreement, lease, or equipment trust certificate any covenants, conditions, or provisions that may be deemed necessary or appropriate to ensure the payment of the equipment trust certificate from legally available sources of funds, as specified in the equipment trust certificates.

- (4) Provide that the covenants, conditions, and provisions of an agreement, lease, or equipment trust certificate do not conflict with any of the provisions of any trust agreement securing the payment of any bond, note, or certificate of the Transit Agency.
 - (5) File an executed copy of each agreement, lease, or equipment trust certificate in the office of the California Secretary of State, and pay the fee, as set forth in paragraph (3) of subdivision (a) of Section 12195 of the Government Code, for each copy filed.
- d. The Transit Agency acknowledges that California Secretary of State may charge a fee for the filing of an agreement, lease, or equipment trust certificate under California Government Code section 6518. The agreement, lease, or equipment trust certificate shall be accepted for filing only if it expressly states thereon in an appropriate manner that it is filed under California Government Code section 6518. The filing constitutes notice of the agreement, lease, or equipment trust certificate to any subsequent judgment creditor or any subsequent purchaser.
- e. Each vehicle purchased or leased under California Government Code section 6518 shall have the name of the owner or lessor plainly marked on both sides thereof followed by the appropriate words "Owner and Lessor" or "Owner and Vendor," as the case may be.

4. **Issuance of Revenue Bonds or Other Debt.** Pursuant to Article 2, commencing with section 6540, of Chapter 5 of Division 7 of Title 1 of the California Government Code and upon the affirmative authorization of each of the Member Agencies, the Transit Agency may issue revenue bonds or other forms of indebtedness, including refunding bonds, pursuant to that article to pay the cost and expenses of acquiring or constructing mass transit facilities or vehicles, including any or all expenses incidental thereto or connected therewith, and such expenses may include engineering, inspection, legal and fiscal agents' fees, costs of the issuance and sale of said bonds, working capital, reserve fund, and bond interest estimated to accrue during the construction period and for a period of not to exceed 12 months after completion of construction. The proceeds of the bonds shall be used only for the project provided for in the indenture pursuant to which such revenue bonds are issued. Pursuant to California Government Code section 6547.8, no Director shall be personally liable on the bonds or subject to any personal liability by reason of the issuance of bonds pursuant to this authority. Pursuant to California Government Code section 6551, said revenue bonds shall not constitute a debt, liability, or obligation of any Member Agency unless that Member Agency has given its express written consent to such obligation.

B. Short-Term Debt

1. **Commercial Paper Notes** may be issued as an alternative to fixed rate debt, particularly when the timing of funding requirements is uncertain. The Transit Agency may maintain an ongoing commercial paper program to ensure flexibility and immediate access to capital funding when needed.
2. **Bond Anticipation Notes (BANs)** may be issued to meet near-term needs and refinanced in anticipation of the future issuance of bond proceeds. BANs provide near-term funding with a fixed rate.
3. **Grant Anticipation Notes (GANs)** are short-term notes that are repaid with the proceeds of State or Federal grants of any type. The Transit Agency shall generally issue GANs only when there is no other viable source of funding for the project

4. **Lines of Credit** shall be considered as an alternative to credit support for other short-term borrowing options.

C. **Variable Rate Debt**

It is sometimes appropriate to issue short-term or long-term variable rate debt to diversify the debt portfolio, reduce interest costs, provide interim funding for capital acquisitions, and improve the match of variable rate assets to variable rate liabilities. The amount of unhedged variable rate debt will generally not exceed 20% of all outstanding debt.

Variable rate securities, including floating rate notes, may be used in conjunction with a financial strategy that results in synthetic fixed rate debt. Synthetic fixed rate debt may be utilized when the interest rate cost is sufficiently lower than traditional fixed rate debt or serves as an effective strategy to remove future interest rate risk.

VII. **Terms and Structure of Bonds**

The terms and structure of a specific bond issuance will be developed within a prudent legal framework and with the objective of maintaining strong credit ratings, addressing investor concerns, minimizing risk to the Transit Agency, and preserving future flexibility in a cost-effective manner. Some of the terms and structural considerations are discussed below.

A. **Term:** All capital improvements financed through the issuance of debt will be financed for a period not to exceed 120% of the expected average useful life of the assets being financed.

B. **Lien Levels:** Senior and Junior Liens for each revenue source may be utilized in a manner that will maximize the most critical constraint -- typically either cost or capacity -- thus allowing for the most beneficial use of the revenue source securing the bond.

C. **Debt Service Structure:** The Transit Agency will examine debt service structures in the context of program needs. Combined principal and interest payments for any particular bond issue will first be examined as a level payment structure. Deferred principal can create increased program and project delivery capacity and will also be examined. The Transit Agency's debt service structure will be sized within programmatic and legal constraints and with the objective of maintaining strong credit ratings.

D. **Capitalized Interest:** Unless otherwise required, capitalized interest will not be employed. This avoids unnecessarily increasing the bond size. Certain types of financings may require that interest on the bonds be paid from capitalized interest until the Transit Agency has constructive use of the project and project related revenues are expected to be available to pay debt service.

E. **Additional Bonds Test:** Any new senior lien debt issuance must not cause the Transit Agency's debt service to exceed the level at which the lesser of: i) revenues from any consecutive 12 months out of the last 18 months or ii) revenues estimated by the Transit Agency for the Fiscal Year in which the debt issued are at least 150 percent (1.50x) of the maximum annual principal and interest for the aggregate outstanding senior lien bonds including the debt service for the new issuance.

F. Call Provisions: In general, fixed rate, tax-exempt bonds will be issued with a provision that allows the Transit Agency to call outstanding bonds 10-years after the bond delivery date at par (i.e., no call premium). Shorter calls may be considered to increase program flexibility based on market conditions at the time of pricing.

VIII. Credit Enhancement

The Transit Agency will consider the cost and benefit of credit enhancement, including the potential funding of a debt service reserve fund, on a case-by-case basis with each separate bond issuance.

A. Bond insurance: The Transit Agency shall have the authority to purchase bond insurance when such purchase is deemed prudent and advantageous. The predominant determination shall be based on such insurance being less costly than the present value of the difference in the interest expense on insured bonds versus uninsured bonds.

B. Debt Service Reserves: When beneficial to the Transit Agency, a reserve fund can be funded from the proceeds of each series of bonds, subject to federal tax regulations and in accordance with the requirements of credit enhancement providers and/or rating agencies. The amount of the reserve fund (*i.e.*, the Reserve Requirement) will be set based on measures of affordability and the benefit gained from both marketing and credit perspectives.

TCRTA shall have the authority to purchase reserve equivalents (*i.e.*, the use of a reserve fund surety) when such purchase is deemed prudent and advantageous, subject to all applicable requirements and restrictions as set forth in the Transit Agency's legal bond documents. Such equivalents shall be evaluated in comparison to cash funding of reserves on a net present value basis.

C. Letters of Credit (LOCs): TCRTA shall have the authority to enter into a LOC when such an agreement is deemed prudent and advantageous. A LOC provides liquidity in addition to credit enhancement on the bonds. The long-term and short-term credit ratings of those financial institutions offering LOCs will be a critical consideration before procuring any LOC.

IX. Due Diligence

The Transit Agency will conduct "due diligence" meetings with all relevant Transit Agency and related staff prior to the issuance of new bonds and notes. A Preliminary Official Statement will be released to the market only after the completion of the "due diligence" meetings.

X. Method of Bond Sale

The Transit Agency will determine, on a case-by-case basis, whether to sell its bonds competitively or through negotiation. Generally, there are three methods of sale: competitive, negotiated, and private placement. Each type of bond sale has advantages and the potential to provide the lowest cost given the right conditions.

A. Competitive Sale: A competitive bond sale is used by established issuers, with strong credit ratings during times in which there are stable market conditions. With a competitive sale, an underwriter is not selected prior to the date of sale. The issuer works with its financial advisor and legal counsel to prepare documents, rating strategies, and to notify market participants of the coming bond sale according to a published Notice of

Sale. Industry-accepted information outlets as well as phone calls made directly to the desks of underwriting firms are used to notify underwriters of the upcoming sale. The underwriter is selected based solely on price on the day of sale when bids are accepted.

A competitive sale allows an issuer to control bidding parameters and select the winning underwriter solely on the lowest True Interest Cost ("TIC") submitted during a bid process. No prior input on credit, structure, or other matters is received from underwriters under a competitive sale.

B. Negotiated Sale: In a negotiated bond sale, the issuer selects the underwriter several months before the sale of the bonds through a competitive RFP process. The underwriter is selected based upon relevant experience, recent bond sale performance, and fees, among other factors. The final pricing of the bonds is directly negotiated with the underwriter based upon investor demand and orders received on the day of sale. The issuer generally relies upon the financial advisor during the negotiation process.

A negotiated sale is common for a new or infrequent issuer or an issuer with a weak bond rating. A negotiated sale can be advantageous during high volatility in the financial markets or during periods of low investor demand. Issuers who desire the underwriter's input on credit rating strategies, deal structure, document preparation, etc., will elect to sell bonds through a negotiated sale.

C. Private Placement: A private placement is a sale that is structured specifically for one purchaser, such as a commercial bank. A direct purchase agreement or revolving credit facility is a form of a private placement. Such placement shall be considered if this method is likely to result in a cost savings, more attractive terms, and conditions to the Transit Agency, or both relative to other methods of debt issuance.

XI. Investment of Bond Proceeds

When bonds are issued, proceeds are deposited in various accounts, such as a construction fund, capital equipment acquisition fund, debt service fund, and debt service reserve fund. Monies deposited in these funds are invested until needed. The investment strategy for each fund depends on federal/state statutes and regulations governing the types of instruments permitted to be used, the yield goals for the fund, requirements from rating agencies or credit enhancement providers, and the anticipated drawdown of bond proceeds.

The primary objectives for the investment activities of these funds will mirror that of the TCRTA investment policy, in order of priority, of safety, liquidity, and yield. The investment strategy for these funds will incorporate steps to minimize credit risk, market risk and opportunity risk by establishing guidelines for permitted investments, developing good cash flow estimates and integrating knowledge of prevailing and expected future market conditions with cash flow requirements. The investment of bond proceeds will be made in a manner that ensures legal and regulatory requirements are met, fair market value bids and offers are received, and objectives for the uses of proceeds are attained. An evaluation will be conducted of investment alternatives including individual securities or portfolio of securities, investment agreements, and mutual or pooled investment funds.

Investments will be permitted for bond proceeds as defined in the bond indenture document that will list an array of allowable options such as nonmarketable U.S. Treasury securities sold to state and local governments (SLGS), the Local Agency Investment Fund ("LAIF"), and various other investment alternatives as allowed in the California Government Code, with the goal of earning the maximum arbitrage yield. Arbitrage calculations will

be completed on a regular basis to monitor arbitrage rebate liabilities, if any, and a reserve for liabilities may be established for future remittance to the Internal Revenue Service.

XII. Consultants

The Transit Agency generally shall select its primary consultant(s) by a competitive qualifications-based process through Requests for Statements of Qualifications/Proposals (“competitive RFQ/RFP process”).

A. Selection of Financing Team Members: The Executive Director and the Finance Director will make recommendations for all financing team members, with the Board providing final approval.

1. Financial Advisor: The Transit Agency shall utilize a financial advisor to assist in its debt issuance and debt administration processes. Selection of the Transit Agency’s financial advisor(s) shall be based on, but not limited to, the following criteria: (a) experience in providing consulting services to complex issuers, (b) knowledge and experience in structuring and analyzing complex issues, (c) experience and reputation of assigned personnel, (d) prior experience with the Transit Agency, Member Agencies, or affiliates such as the Tulare County Association of Governments or Tulare County Transportation Authority, and (e) fees and expenses.

2. Bond Counsel: Transaction documentation for debt issues shall include a written opinion by legal counsel affirming that the Transit Agency is authorized to issue the proposed debt, that the Transit Agency has met all constitutional and statutory requirements necessary for issuance, and a determination of the proposed debt’s federal income tax status. A nationally recognized bond counsel firm with extensive experience in public finance and tax issues will prepare this approving opinion and other documents relating to the issuance of debt. The bond counsel may be selected through a competitive RFQ/RFP process.

3. Disclosure Counsel: When undertaking a bond sale, disclosure counsel separate from the bond counsel may be retained to prepare the official statement if additional independence or expertise is needed. Disclosure counsel will be responsible for ensuring that the official statement complies with all applicable rules, regulations, and guidelines. Disclosure counsel will be a nationally recognized firm with extensive experience in public finance. The disclosure counsel will typically be selected through a competitive RFQ/RFP process.

4. Underwriter: The Transit Agency shall have the right to select a senior manager and co-managers for a proposed negotiated sale. The Transit Agency may establish a pool of eligible underwriters, or select firms on an as-needed basis. In either case, underwriters for a particular transaction may be selected through a competitive RFQ/RFP process.

5. Underwriter’s Counsel: In any negotiated sale of Transit Agency debt in which legal counsel is required to represent the underwriter, the lead underwriter will make the appointment, subject to Transit Agency approval.

6. Other Consultants: Other professional services may include the services of trustees, verification agents, escrow agents, arbitrage consultants, and special tax consultants. The Transit Agency’s goal in selecting service providers is to achieve a good balance between cost and service.

XIII. Market Relationships

As a potential or actual debt issuer who values cost-effective market-access, the Transit Agency will actively provide requested information and maintain relationships with rating agencies, investors, and other market participants, as needed.

A. Rating Agencies: The Transit Agency's Executive Director and Finance Director shall be primarily responsible for maintaining the Transit Agency's relationships with those rating agencies (*i.e.*, Standard & Poor's, Moody's Investors Service, and Fitch Ratings) from whom the Transit Agency requests and holds ratings. The Transit Agency may, from time-to-time, choose to deal with only one or two of these agencies as circumstances dictate. In addition to general communication, the Transit Agency's Finance Director shall offer conference calls and/or meetings with rating agency analysts in connection with a planned sale of securities.

B. Investor Relations: Timely and accurate information shall be provided in response to inquiries from investors in order to maintain positive ongoing investor relations.

C. Board Communication: As a means of providing feedback from rating agencies and/or investors regarding the Transit Agency's financial strengths and weaknesses as perceived by the marketplace, information will be provided to the Board when and if material information develops.

XIV. Post Issuance Compliance and Continuing Disclosure

The Transit Agency will comply with certain post-debt issuance compliance requirements, including, but not limited to, Continuing Disclosure requirements, as stated in specific financing documents, and arbitrage regulations. Generally, tax-exempt financing issues are subject to IRS arbitrage rebate requirements. These requirements specify that any profit or arbitrage be rebated to the Federal Government. Rebate computations are typically required every five (5) years and upon final redemption, maturity, or refunding of the bonds. Any excess earnings are required to be rebated to the Federal Government. The Transit Agency will also comply with any post-debt issuance reporting requirements of State law, including but not limited to, the annual report to the California Debt and Investment Advisory Commission required by Government Code section 8855(k)(1).

It is the Transit Agency's policy to remain in compliance with Title 17 Code of Federal Regulations §240.15c2-12, Municipal Securities Disclosure, by filing the Transit Agency's annual financial statements and other financial information for the benefit of the Transit Agency's bondholders no later than the last day of the seventh month following the close of the fiscal year and filing material event notices in a timely manner. The Transit Agency may contract with its Financial Advisor or other entity for assistance in making such timely filings.

XV. Internal Control Procedures and Post-Issuance Compliance Procedures

The Transit Agency will establish and document procedures to ensure that it is in compliance with requirements of the Internal Revenue Code of 1986, as amended, that must be satisfied with respect to tax-exempt bonds and other obligations after the bonds are issued so that interest on the bonds is and will remain tax-exempt.

In connection with any new money bond sale, the Transit Agency will ensure that bond proceeds are spent according to the allowable uses outlined in its legal documents and in context of the Transit Agency's applicable capital and operational budgets.

Proceeds from refundings will be held at the escrow agent and spent in accordance with the associated defeasance schedule outlined in the escrow agreement. The Transit Agency will not have access to these funds.

XVI. Use of Debt Proceeds

The Transit Agency's Executive Director, Finance Director, and other appropriate Transit Agency personnel shall implement Internal Control procedures outlined below to ensure that the proceeds of a proposed debt issuance will be directed to the intended use:

- Monitor the use of Debt proceeds, the use of Debt-financed assets (*e.g.*, facilities, furnishings, or equipment), and the use of output or throughput of Debt-financed assets throughout the term of the Debt to ensure compliance with covenants and restrictions set forth in applicable Transit Agency resolutions and Tax Certificates. Monitoring will include providing an annual report to the Transit Agency Board;
- Maintain records or contracts identifying the assets or portions of assets that are financed or re-financed with proceeds of each issue of Debt and to document compliance with all covenants and restrictions set forth in applicable Transit Agency resolutions and Tax Certificates. An applicable Record Retention Policy will be maintained by the Transit Agency's Finance Director; and
- Consult with Bond Counsel or other professional expert advisors in the review of any contracts or arrangements involving use of Debt-financed facilities to ensure compliance with all covenants and restrictions set forth in applicable Transit Agency resolutions and Tax Certificates.

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CONFLICT OF INTEREST CODE OF THE TULARE COUNTY REGIONAL TRANSIT AGENCY

(Adopted August 17, 2020)

The Political Reform Act (Gov Code § 81000, et seq.) requires state and local government agencies to adopt and promulgate conflict of interest codes. The Fair Political Practices Commission has adopted 2 Cal. Code of Regulations section 18730, which contains the terms of a standard conflict of interest code that can be incorporated by reference in an agency's code. After public notice and hearing, Section 18730 may be amended by the Fair Political Practices Commission to conform to amendments in the Political Reform Act. Therefore, the terms of 2 California Code of Regulations section 18730 and any amendments to it duly adopted by the Fair Political Practices Commission are hereby incorporated by reference. This incorporation page, Regulation 18730 and the attached Appendix designating positions and establishing disclosure categories, shall constitute the conflict of interest code of the **Tulare County Regional Transit Agency (the "Transit Agency")**.

All officials and designated positions required to submit a statement of economic interests shall file their statements with the **Transit Agency Executive Director** (or his or her designee) as the Transit Agency's Filing Officer. The Transit Agency's Filing Officer shall make and retain a copy of all statements filed by Officials listed in Government Code Section 87200, and forward the originals of such statements to the Fair Political Practices Commission. The Transit Agency's Filing Officer shall retain the originals of the statements of all other officials and designated positions and will make all retained statements available for public inspection and reproduction during regular business hours (Gov. Code § 81008.)

**CONFLICT OF INTEREST CODE OF THE
TULARE COUNTY REGIONAL TRANSIT AGENCY**

(Adopted August 17, 2020)

PART "A"

The Transit Agency Officials who manage public investments as defined by 2 Cal. Code of Regs. § 18700.3, are NOT subject to the Transit Agency's Code but must file disclosure statements under Government Code section 87200 et seq. [Regs. § 18730(b)(3)]

OFFICIALS WHO MANAGE PUBLIC INVESTMENTS

It has been determined that the positions listed below are Other Transit Agency Officials who manage public investments. ¹ These positions are listed here for informational purposes only.

TCRTA Director of Finance

¹ Individuals holding one of the above listed positions may contact the Fair Political Practices Commission for assistance or written advice regarding their filing obligations if they believe that their position has been categorized incorrectly. The Fair Political Practices Commission makes the final determination whether a position is covered by § 87200.

PART "B"

DISCLOSURE CATEGORIES

The disclosure categories listed below identify the types of economic investments that the designated position must disclose for each disclosure category to which he or she is assigned.³ "Investment" means financial interest in any business entity (including a consulting business or other independent contracting business) and are reportable if they are either located in or doing business in the jurisdiction, are planning to do business in the jurisdiction, or have done business during the previous two years in the jurisdiction of the Transit Agency.

Category 1: All investments and business positions in business entities and sources of income, including gifts, loans and travel payments, that are located in, do business in, or own real property within the jurisdiction of the Transit Agency.

Category 2: All interests in real property that is located in whole or in part within, or not more than two (2) miles outside, the jurisdiction of the Transit Agency.

Category 3: All investments and business positions in business entities and sources of income, including gifts, loans and travel payments, that are engaged in land development, construction or the acquisition or sale of real property within the jurisdiction of the Transit Agency.

Category 4: All investments and business positions in business entities, and sources of income, including gifts, loans and travel payments, that provide services, products, materials, machinery, vehicles or equipment of a type purchased or leased by the Transit Agency.

Category 5: All investments and business positions in business entities and sources of income, including gifts, loans and travel payments, that provide services, products, materials, machinery, vehicles or equipment of a type purchased or leased by the designated position's department, unit or division.

Category 6: All investments and business positions and sources of income, including gifts, loans and travel payments, subject to the regulatory, permit, or licensing authority of the designated position's department, unit or division.

³ This Conflict of Interest Code does not require the reporting of gifts from outside this agency's jurisdiction if the source does not have some connection with or bearing upon the functions or duties of the position. (Reg. 18730)

TULARE COUNTY REGIONAL TRANSIT AGENCY
PROCEDURES FOR IMPLEMENTING THE CALIFORNIA ENVIRONMENTAL QUALITY ACT
(Adopted August 17, 2020)

A. Authority and Purpose

Section 21083 of the California Public Resources Code requires that the Secretary of the Resources Agency adopt guidelines for the implementation of the California Environmental Quality Act of 1970 (“CEQA”) by public agencies. The guidelines that have been adopted are set forth in the California Code of Regulations (Chapter 3, Title 14 Sections 15000, *et. seq.*) (the “State CEQA Guidelines”).

Section 15022 of the State CEQA Guidelines requires that each public agency adopt objectives, criteria, and specific procedures for administering its responsibilities under CEQA. The purpose of these procedures is to comply with the requirements of Section 15022.

B. State CEQA Guidelines Adopted by Reference

The Tulare County Regional Transit Agency (“TCRTA”) hereby adopts by reference the current version of the State CEQA Guidelines for compliance with the California Environmental Quality Act (most recently amended as of December 28, 2018), and any subsequent revisions thereto as permitted by Section 15022(d) of those State CEQA Guidelines. TCRTA has also established the following procedures for the implementation of CEQA. For areas of CEQA responsibility not specifically addressed by these procedures, TCRTA will follow the text of the State CEQA Guidelines.

C. Delegation of Responsibility; Appeal

The Executive Director (which term includes the Executive Director and his or her designee) shall execute all activities required by these procedures and the State CEQA Guidelines. Typical activities include consultation with Lead and Responsible Agencies, findings of exemption, preparation of initial studies and the determination to prepare a Negative Declaration or Environmental Impact Report (“EIR”), and preparation and filing of appropriate notices.

Any person aggrieved by a determination of the Executive Director may appeal such determination to the TCRTA Board of Directors. The appeal shall be filed in writing with the Executive Director within 10 days after the Executive Director’s determination and shall state the reasons for appeal and the desired action. The appeal shall be placed on the next open agenda of the TCRTA Board of Directors.

D. Exempt Activities

Exempt activities include ministerial projects and categorical exemptions. The Executive Director shall determine if a proposal is exempt.

E. TCRTA as Responsible Agency

When TCRTA is a Responsible Agency, TCRTA shall certify that it has reviewed the Lead Agency's environmental documents and, if required, adopt findings for approval and statements of overriding considerations in accordance with Sections 15091 and 15903 of the State CEQA Guidelines.

1. Consultation: The Executive Director shall respond to consultation by the Lead Agency to assure that the environmental document will be adequate for TCRTA's use. The Executive Director shall reply certified mail within 30 days after receiving a Notice of Preparation from the Lead Agency.
2. Comments: The Executive Director shall submit comments to the Lead Agency on draft EIRs and Negative Declarations concerning the adequacy or appropriateness of the document. The comments shall be limited to those project activities which are related to TCRTA's area of expertise or which will be required to be considered by TCRTA.
3. Adequacy of EIR or Negative Declaration: If the Executive Director finds that the Negative Declaration or EIR prepared by the Lead Agency is not adequate for TCRTA use, the Executive Director shall bring the matter to the TCRTA Board of Directors prior to 30 days after the Lead Agency files a Notice of Determination.
4. Final EIR or Negative Declaration: The Executive Director shall provide the final EIR or Negative Declaration to the TCRTA Board of Directors prior to, or along with, an agendaized staff report.
5. Findings and Statements: The Executive Director shall prepare, or cause to be prepared, "draft" Findings and Statements, findings for approval, and statements of overriding considerations for TCRTA Board of Directors consideration.
6. Notice of Determination: The Executive Director shall file a Notice of Determination within 5 working days after deciding to carry out or approve a project.

F. TCRTA as Lead Agency

When TCRTA is the Lead Agency, then TCRTA, through the Executive Director, shall screen projects and prepare appropriate environmental documents. As Lead Agency, the TCRTA Board of Directors shall certify that the final EIR or Negative Declaration has been prepared in compliance with CEQA, that that the final EIR or Negative Declaration has been reviewed and considered by the Board of Directors, and if required, the Board of Directors shall adopt findings for approval or denial, and statements of overriding consideration as appropriate.

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STAFF REPORT



TO: LINDSAY CITY COUNCIL
DATE: July 28, 2020
AGENDA #: 7
FROM: Joseph M. Tanner, City Manager

Cannabis Retail Request for Proposal Review and HDL Contract

- ACTION**
1. Review Request for Request for Proposal (RFP)
 2. If appropriate, authorize the City Manager to enter into a contract with HDL a

PURPOSE *Statutory/Contractual Requirement*

Council Vision/Priority

Discretionary Action

Plan Implementation

- OBJECTIVE(S)**
- Live in a safe, clean, comfortable and healthy environment.**
 - Increase our keen sense of identity in a connected and involved community.**
 - Nurture attractive residential neighborhoods and business districts.**
 - Dedicate resources to retain a friendly, small-town atmosphere.**
 - Stimulate, attract and retain local businesses.**
 - Advance economic diversity.**
 - Yield a self-reliant city government that provides effective, basic services.**

RECOMMENDATION

Staff is recommending the City Council review the RFP for retail cannabis and provide staff direction moving forward and, if appropriate, authorize the City Manager to enter into an agreement with HDL Companies for consulting services related to compliance and regulating cannabis businesses.

BACKGROUND | ANALYSIS

In November 2016, California voters passed Proposition 64, the Control Regulate and Tax Adult Use of Marijuana Act, legalizing recreational, or “adult use” cannabis for adults 21 years of age or older. The City of Lindsay approved Ordinance 571, an ordinance allowing non-retail cannabis businesses and Ordinance 573, an ordinance allowing retail sales, delivery and distribution of cannabis. In August of 2019 through an RFP process, the City Council approved one dispensary to proceed with opening a storefront.

Staff would like guidance, direction and comments from the City Council on the following items:

1. Whether or not to proceed with RFP process for a retail cannabis business(s)?
2. Review Map for potential cannabis location.
3. Additional requirements for cannabis retail locations such as a local hire requirement or other community benefit requirements.

STAFF REPORT



TO: LINDSAY CITY COUNCIL
DATE: July 28, 2020
AGENDA #: 7
FROM: Joseph M. Tanner, City Manager

4. If the City Council wants to proceed the staff is recommending entering into a contract with HDL Companies for consulting services.

BENEFIT TO OR IMPACT ON CITY RESOURCES

Revenues from a cannabis retail location would offset revenue losses related to COVID-19. Taxes and fees generated from cannabis go directly into the General Fund and fund public safety, general administration, recreation and other essential city services.

HDL contract is based on hourly wages of their employees. There is no retainer for services. Fees generated from the RFP and planning process would cover the costs of their contract.

ENVIRONMENTAL REVIEW

- Not required by CEQA
 If required by CEQA:

POLICY ISSUES

- No policy issues
 Policy issues:

PUBLIC OUTREACH

- Posted in this agenda
 Additional public outreach:

ATTACHMENTS

- Original RFP
- City Fee schedule for Cannabis business
- HDL Contract

City of Lindsay Commercial Cannabis Business Application Package – Dispensary

Application Fees

Phase I: \$500 per applicant

Phase II: \$2,500

Phase III: \$800 (if applicable)

Included

Phase I

- Pay \$500 application fee
- Submit background check/live scan documents to the Lindsay Public Safety Department (forms attached)

Phase II

- Pay \$2,500 application fee
- Submit application with responses to each of the seven (7) narrative descriptions listed in the Phase II Section of this packet
- Submit indemnification agreement and acknowledgement form

Phase III (if applicable)

- Pay \$800 application fee
- Attend final interview and discuss the three topics listed in the Phase III section of the application

Final Approval (if applicable)

- Submit Conditional Use Permit application and pay permit fees
- Submit building plans/request building permits (if applicable)

All applications must be submitted in person.

NOTE:

INCOMPLETE OR INCORRECT APPLICATIONS WILL BE REJECTED AND REQUIRE RESUBMITTING. It is the responsibility of the applicant to ensure that all pages are included in the application package and that the application is complete when returned to the City of Lindsay Finance Department.

Application to Operate a Commercial Cannabis Retail Dispensary

Release Date: June 18, 2019

Phase I & II Submittal Deadline: July 17, 2019 at 4:00 pm

Notification to Applicants Invited to Phase III Final Selection: August 5, 2019

Scheduled Phase III Interviews: August 12, 2019 through August 16, 2019

Final Selection Announced: August 23, 2019

The City of Lindsay is now seeking applications from parties who wish to develop and operate a cannabis retail dispensary in Lindsay, which will be subject to the following requirements:

- This application process will result in the issuance of not more than two commercial cannabis retail dispensary regulatory permits (hereinafter referred to as “permit”). The Applicants will still be required to obtain the required Conditional Use Permit through the entitlement process described below;
- The approved cannabis retail dispensary (hereinafter referred to as “dispensary”) shall be located only in the City's CC (Central Commercial) zoning district, within the Central Business District, as defined in the Commercial Land Use Policies and Proposals section of the Lindsay General Plan, and further restricted to that area shown within the green polygon in the attached “Retail Cannabis Dispensary Zone” aerial image.
- The dispensary shall not be located within a 600-foot radius of a school providing instruction in kindergarten or any grades 1 through 12 as prescribed by state law;
- If permitted by state law, this dispensary may operate as and sell both medicinal and recreational products.
- Prior to or concurrently with applying for the regulatory permit, the applicant shall process a Conditional Use Permit as required by the City's Zoning Ordinance.
- The approved cannabis retail dispensary shall follow the strict operating, security, odor control, recordkeeping, facilities, zoning and signage regulations as set forth in the zoning ordinance, cannabis business ordinance and related resolutions;
- Payment of applicable application fees as required; and
- Additional conditions of approval may be imposed by the City to ensure the operator remains compliant with all state and local laws as well as the conditions set forth in the operator's application.

Per the requirements of City of Lindsay Ordinance 573, which allows cannabis businesses and establishes permitting procedures and regulations, the dispensary must operate in accordance with the requirements defined in California Business and Professions Code section 19300.5 and any successor statute, as may be adopted or amended from time to time by the State of California. In addition to said regulations applicants must comply with all local regulations.

The dispensary shall be configured primarily for product sales, and shall not operate as a restaurant, cafe, or lounge serving food or drinks for consumption on site. No alcohol or tobacco sales will be allowed on site. Additional restrictions on the operations of the dispensary are outlined in the adopted ordinance. Applicants should review City of Lindsay Ordinance 573, which allows cannabis businesses and establishes permitting procedures and regulations along with City of Lindsay Resolution 19-27 Tax Rate and Fees for Cannabis Cultivation and Other Cannabis Businesses requirements carefully before responding to this application. It is expected that the dispensary shall fully integrate itself into the surrounding neighborhood and shall contribute in a positive manner to the broader Lindsay community.

Overview of the Application Process and Fee Structure

The application process is structured with three phases, outlined below. The non-refundable application processing fees associated with each step of the process are outlined following the description of each phase. Fees for Phases I and II are due at the time of application submittal. Fees for Phase III shall be required only for those applicants who advance beyond Phase II.

Event	Date
Application Release	June 18, 2019
Applicant Questions Due	June 21, 2019
Phase I & II Applications Due	July 17, 2019 at 4:00 pm

Phase I - Background

Phase I requires each applicant to complete the Phase I background materials, which include the attached live scan form and commercial cannabis employee permit application, as well as an indemnification agreement to hold harmless the City of Lindsay. Each applicant will be required to submit to a criminal background investigation. Fingerprints and Photograph shall be required from each applicant as part of this process.

All applicants must pass the background investigation in order to proceed forward to Phase II. Once applications are received, applicants will be contacted to schedule a time to conduct the live scan at the Lindsay Public Safety Department. NOTE: live scans must be conducted in person at the Lindsay Public Safety Department located at 185 N. Gale Hill Ave., Lindsay, CA 93247.

Phase I fees: \$500 for **each applicant** payable to the "City of Lindsay."

Phase II – Overview

All applicants that successfully pass the Phase I criminal background investigation will advance to the second phase of the application process, which will include the Public Safety Director's review of the completed Commercial Cannabis Retail dispensary Regulatory Permit Application in addition to the narrative descriptions of the (1) proposed business plan summary and budgets, (2) site location and development plan, (3) proof of capitalization, (4) management team, (5) proof of existing successful retail cannabis dispensary operation, (6) summary of security practices, and (7) community benefits.

All application materials will be objectively scored and ranked according to the application requirements outlined below.

Phase II Fees: \$2,500 non-refundable application fee due at time of initial application submittal, payable in one check to the "City of Lindsay". If Background check is not cleared and applicant backs out, the \$2,500 application fee will not be refunded.

Phase II - Application Requirements

1. Business Plan Summary and Budget – 20 points possible

The applicant shall submit a summary of the business plan for the day-to-day operations of the dispensary. The business plan summary shall include but not be limited to:

- A description of the day-to-day operations of the dispensary, including a description of the cannabis-related products and/or services being sold, as well as any additional accessory services or related facilities. Please provide, in the business plan for the proposed dispensary, a detailed list of all cannabis operations proposed to occur on the premises and their processes including but not limited to standard operating procedures, number of employees, training program, inventory and quality control procedures, lists of both recreational and medicinal products anticipated to be available, waste management plan, transportation, and distribution of product processes, delivery processes, testing, quality control practices and procedures, visitor and vendor protocols (logs, non-disclosures, etc.), and the track and trace procedures and policies;

2. Site Location and Development Proposal – 20 points possible

- The applicant shall identify and describe the location in which the retail dispensary will be located by providing the following information:
 - Address, Assessor's Parcel Number, Site Area and Dimensions;
 - Proof of ability to lease/purchase property (Property Owner Affidavit)
- The applicant shall provide a conceptual layout of the sites intended development including but not limited to, all proposed uses, building floor area, number of stories, parking, ingress/egress, elevations (if available), and floor plan. The conceptual plan shall be to scale but does not need to be drawn by a licensed engineer or architect.
- The Retail Dispensary Operation may be component of a larger proposed or existing development proposal which can be described in this application.

3. Proof of Capitalization – 20 points possible

The applicant shall submit proof demonstrating sufficient capital is in place to pay startup costs and at least three months of operating costs. Proof of capitalization shall be in the form of:

- Documentation of cash or other liquid assets (e.g., bank statement)
- Letter of Credit

4. Management Team – 20 points possible

The applicant shall submit:

- An organizational chart with name and role of each known member of the management team including roles that are known but unfilled should also be included.
- Resumes for each member of the management team.

- A discussion of the experience of the management team.
- The application shall include information concerning any special business or professional qualifications or licenses of the management team that would add to the number or quality of services that the dispensary would provide, especially in areas related to medicinal cannabis, such as scientific or health care fields.

5. Proof of Existing Successful Retail Cannabis Dispensary Operation – 20 points possible

The applicant shall demonstrate the ability to develop a successful, sustainable, harmonious operation by provide proof of the following:

- Has maintained an existing, successful retail cannabis dispensary operation for a period of one year or more. (Provide tax documentation)
- Has maintained a harmonious relationship for one year or more with the government entity holding jurisdictional authority over the existing retail cannabis dispensary. (Provide supporting documentation from the government entity holding jurisdictional authority along with a local crime report).

6. Summary of Security Practices – 20 points possible

Applicants shall describe their approach to operational security including but not limited to:

- General security policies.
- Employee-specific policies and training.
- Discussion of transactional security, visitor security, third-party contractor security, and delivery security.
- Financial Security.

Applicants should address ingress and egress access, perimeter security, product security (at all hours), internal security measures for limited access areas, types of security systems (alarms, cameras, etc.), and security personnel to be employed. This discussion must also include a description of how cannabis will be tracked and monitored to prevent diversion, such as by verifying the status of recommending physicians, if selling medicinal cannabis, and retaining copies of all written recommendations from recommending physicians when applicable. Applicants are encouraged to provide a sample written policy that has been developed.

Security plans shall not be made public, unless required by court action. Security plan details that could aid persons who wish to commit security violations shall be considered confidential and shall not be released to the public unless ordered by a court of law.

Please refer to City of Lindsay Ordinance 573, which allows cannabis businesses and establishes permitting procedures and regulations, Resolution 19-19 for regulatory permit requirements for cannabis business owners and City of Lindsay Resolution 19-20 for cannabis minimum premises security requirements and regulations that should be included in your proposal.

7. Community Benefits - 20 points possible

The applicant must provide a discussion of how they intend to provide the City of Lindsay and its residents with community benefits and mitigate any nuisance and/or negative impacts that the dispensary's existence may create. Quantifying the community benefit with a level of financial commitment along with performance timelines is required and shall be provided in a Community Benefits Program document.

Examples of community benefits may include, but are not limited to;

- improve blighted buildings within the City's Central Business District;
- provide repairs and improvements to Sweet Brier Plaza;
- provide improvements and/or support to the Lindsay Sports Complex, Lindsay Aquatic Center, and/or Olive Bowl Complex;
- purchase/lease/financially support the McDermont Field House and its activities;
- contribute to local substance abuse programs or other activities that benefit the local community as well as the City of Lindsay.
- support or fund other community programs;

The applicant must also demonstrate how they will ensure that they will minimize any nuisance and/or negative impacts on the surrounding community, including minimizing noise, odor, increased foot and vehicle traffic, increased waste production and water usage, and increased safety concerns, among others.

Phase III – Overview

After all applications from Phase II have been ranked and scored, a sub-set of finalists shall be invited to advance to Phase III, at which point the Phase III non-refundable application fee shall be due, and Phase III applicants will be invited to an interview to discuss the Phase II items listed below. The number of applications that will be invited to submit a Phase III response will be set by the selection committee.

Phase III fees: Non-refundable fee of \$800, payable in one check to the "City of Lindsay." Please note that this application fee is applicable only to applicants who advance to Phase III.

Phase III - Application Requirements

1. Product Safety and Labeling

The application shall state how the dispensary will ensure enhanced consumer safety by testing or confirming that testing has been certified for biological and chemical contaminants. The applicant must also submit a discussion regarding the product labeling standards to be employed and how they will comply with state and local laws, regulations, and policies. The applicant must also provide information on product labeling sufficient to ensure that cannabis and edible products containing cannabis clearly identify the percentage level of delta-9 (trans) tetrahydrocannabinol, cannabidiol, and cannabitol, and have adequate warnings.

2. Community Benefits

The applicant must provide a discussion of how they intend to provide the City of Lindsay and its residents with the community benefits described in Phase II along with how they intend to mitigate any negative impacts.

3. Hiring and Employment Practices

The applicant must submit a description of their labor and employment practices. These policies and practices could include, but are not necessarily limited to, the following:

- Discussion of Hiring Plan
- Training and continuing education opportunities—the applicant should discuss the introductory and on- going training opportunities that will be provided to the employees of the dispensary.
- For an applicant with 20 or more employees, provide a statement that the applicant will enter into, or demonstrate that it has already entered into, and abide by the terms of a labor peace agreement.
- Providing Equal Benefits and/or signing a Declaration of Non-Discrimination.

Final Selection

Following an objective ranking of the above application materials, applicants may be invited for interview(s) with City staff and/or representatives. Following completion of the interview(s), City staff intends to bring forward for the City Council's consideration not more than two recommended dispensary operators. The recommended operator should be prepared to attend a City Council meeting in Lindsay in order to provide a public presentation before the Mayor and City Council introducing their team and providing an overview of their proposal. The City of Lindsay reserves the right to request any other additional information or documentation deemed necessary to review the applications throughout the entire application and dispensary permitting process. The City also reserves the right to request references from applicants.

Following the review and approval by the City Council, the selected operator will be invited to submit, within 90 days, a Conditional Use Permit (CUP) application along with any other necessary land use entitlement applications to the Lindsay City Services Department for processing. Once the conditional use permit and other applicable land use entitlements have been secured the applicant will be issued an official regulatory permit from the Public Safety Department within 30 days.

Submission Process and General Conditions

Should applicants have questions about this application or require additional clarification about the contents of the application, such questions shall be due by 5:00 pm on June 21, 2019. Questions must be sent via email to: bharmon@lindsay.ca.us. Questions posed in person or by phone will not be answered. Answers to questions will be subsequently posted on the City's program website.

Applicants should submit the following materials before the Phase I/II deadline outlined above:

- Completed “Live Scan/Background Packet” form for all Applicants. Background packets will be required for owners and live scan will be required for employees.
- Indemnification Agreement and Acknowledgement Form
- One (1) Response to the Phase II Application, outlined above

In addition, applicant must submit, in person, checks as follows:

- Application check for \$2,500 payable to the “City of Lindsay”
- Fees for background checks (\$500 x the number of applicants)

All of the above materials shall be submitted to:

Bret Harmon, Finance Director
City of Lindsay – Finance
Department
251 E. Honolulu.
Lindsay, CA 93247

Deadline for submitting applications: July 17, 2019 at 4:00 pm

By submitting a proposal, the applicant represents and warrants that:

1. The information provided is genuine and not a sham, collusive, or made in the interest or on behalf of any party not therein named, and that the applicant has not directly or indirectly induced or solicited any other applicant to put in a sham proposal, or any other applicant to refrain from presenting information and that the prospective provider has not in any manner sought by collusion to secure an advantage.
2. The applicant has not paid or agreed to pay any fee or commission, or any other thing of value contingent upon the award of an exclusive operating area, to any employee, official, or existing contracting consultant of the City of Lindsay.
3. All costs of preparation of proposals including travel for any interviews scheduled shall be borne by the applicants.
4. All proposals become the property of the City of Lindsay. The City reserves the right to reject any and all submittals; to request clarification of information submitted; to request additional information from competitors; and to waive any irregularity in the submission and review process. None of the materials submitted will be returned to the bidder.
5. Information or materials submitted in response to this application will be stored on file with the City of Lindsay and may subject to the requirements of the California Public Records Act, or subject to public disclosure as ordered by a court of law. Proposed security plans shall be considered confidential.

6. The City reserves the right to request additional information not included in this application from any or all applicants.

7. The City reserves the right to contact references not provided in the submittals.


The City reserves the right to incorporate its standard agreement language into any contract resulting from this application.

Retail Cannabis Dispensary Zone

Retail Cannabis Dispensaries shall be located Within the green polygon

The City desires to see the blighted buildings outlined in red improved.

Legend

 Blighted Building





COMMERCIAL MARIJUANA APPLICATION INDEMNIFICATION AGREEMENT BY AND BETWEEN CITY OF LINDSAY AND

THIS INDEMNIFICATION AGREEMENT (“Agreement”) is entered into this _____ day of _____, 20__ by and between the City of Lindsay (“City”) and _____ (“Applicant”).

RECITALS

WHEREAS, the Applicant has a legal and/or equitable interest in the certain real property located at AssessorParcel Number(s): _____ (“Property”); and

WHEREAS, the Applicant has submitted an application to the City for a cannabis business on the Property, pursuant to Chapter 5.28 of the City of Lindsay Municipal Code, hereafter referred to as the “Project.”

TERMS

NOW, THEREFORE, pursuant to Chapter 5.28 of the City of Lindsay Municipal Code, and in consideration of the premises, covenants and provisions set forth herein, the receipt and adequacy of which are hereby acknowledged, the parties agree as follows:

1. Nothing in this Agreement shall be construed to limit, direct, impede or influence the City’s review and consideration of the Project.
2. Applicant shall defend, indemnify, save and hold harmless the City of Lindsay, its elected and appointed officials, officers, employees, agents and volunteers from any and all claims, actions, proceedings or liability of any nature whatsoever (including, but not limited to: any approvals issued in connection with any of the above described application(s) by City; any action taken to provide related environmental clearance under the California Environmental Quality Act (“CEQA”) by City’s advisory agencies, boards or commissions, appeals boards, or commissions, Planning Commission, or City Council; and attorneys’ fees and costs awards) arising out of, or in connection with the City’s review or approval of the Project or arising out of or in connection with the acts or omissions of the Applicant, its agents, employees or contractors.

With respect to review or approval, this obligation shall also extend to any effort to attack, set aside, void, or annul the approval of the Project, including any contention the Project or its approval is defective because a City ordinance, resolution, policy, standard or plan is not in compliance with local, state or federal law. With respect to acts or omissions of the Applicant, its agents, employees or contractors, its obligation, hereunder shall apply regardless of whether the City prepared, supplied or approved plans, specifications or both.

3. The obligations of the Owner and Applicant under this Indemnification shall apply regardless of whether any permits or entitlements are issued.
4. The City will promptly notify Owner and Applicant of any such claim, action, or proceeding that is or may be subject to this Indemnification and will cooperate fully in the defense. The City may, within its unlimited discretion, participate in the defense of any such claim, action, or proceeding if the City defends the claim, action, or proceeding in good faith.
5. The City Council shall have the absolute right to approve any and all counsel employed to defend the City. To the extent the City uses any of its resources to respond to such claim, action or proceeding, or to assist the defense, the Applicant will reimburse the City upon demand. Such resources include, but are not limited to, staff time, court costs, City Council's time at its regular rate for non-City agencies, or any other direct or indirect cost associated with responding to, or assisting in defense of, the claim, action or proceedings.
6. For any breach of this obligation the City may rescind its approval of the Project.
7. The Applicant shall not be required to pay or perform any settlement unless the settlement is approved in writing by the Applicant, which approval shall not be unreasonably withheld. The City must approve any settlement affecting the rights and obligations of the City.
8. The parties agree that this Agreement shall constitute a separate agreement from any Project approval, and that if the Project, in part or in whole, is invalidated, rendered null or set aside by a court of competent jurisdiction, the parties agree to be bound by the terms of this Agreement, which shall survive such invalidation, nullification or setting aside.
9. This Agreement shall be construed and enforced in accordance with the laws of the State of California.
10. The Applicant shall pay all court ordered costs and attorney fees.
11. The defense and indemnification of City set forth herein shall remain in full force and effect throughout all stages of litigation including appeals of any lower court judgments rendered in the proceeding.

After review and consideration of the foregoing terms and conditions, Applicant, but its signature below, hereby agrees to be bound by and to fully and timely comply with all of the foregoing terms and conditions.

Dated: _____

Applicant(s):

Printed Name

Signature

Printed Name

Signature

Printed Name

Signature

Printed Name

Signature



Commercial Cannabis Permit Application Acknowledgement Form

- I/we have read, fully understand and agree to operate within the regulations identified in The City of Lindsay's Ordinance's and all other applicable state laws and regulations as it relates to commercial cannabis operations and further understand that my permit(s) may be revoked for not operating in compliance with said regulations.
- I/we understand the City reserves the right to reduce the size of area allowed for cultivation under any clearance or license issued, in the event that environmental conditions, such as a sustained drought or low flows in the watershed will not support diversions for irrigation.
- I/we understand that it is our responsibility as the applicant to obtain will serve letters from all utility companies that will be serving my development. I/we understand that we will bear the sole cost of any upgrades, transmission improvements needed to serve my development as required by the utility companies.
- I/we agree that all structures utilized for Commercial Cannabis Businesses will be planned and built in accordance with applicable Building Codes and to the satisfaction of the City.
- I/we understand that the information I provide with my application may be released as required by law, judicial order, or subpoena, and could be used in a criminal prosecution.
- I/we agree to defend, indemnify, and hold harmless the City from any defense costs, including attorneys' fees or other loss connected with any legal challenge brought as a result of the City's review and/or approval of this license issuance. I/we agree to execute a formal agreement to this effect on a form provided by the City and available for my inspection.
- I/we understand that the application fee is non-refundable even if I cancel my application or it is denied during the process.
- I/we acknowledge that without a complete application package my application may be delayed.
- I/we recognize that the City Services Department and Public Safety Director reserves the right to request additional information if necessary to complete review or processing of the application and confirm or promote conformance to ordinance-specific requirements and standards.
- I/we authorize the City, its agents, and employees to seek verification of the information contained within the application including a background check of the applicant and all employees and independent contractors.

Printed Name

Signature

Date

Printed Name

Signature

Date

I, _____, authorize the Commercial Cannabis activity entitled _____ to use/purchase this property as a Commercial Cannabis facility, as those terms are defined in the Lindsay City Municipal Code, should this facility obtain the appropriate permit. I further understand that I am responsible for, and also subject to, enforcement actions regarding any violations and/or nuisance activity which may occur at this property if leasing the property to the applicant.

Legal Property Owner: _____ Date: _____
(Printed Name)

(Signature) Title: _____

Legal Building Owner: _____ Date: _____
(Printed Name)

(Signature) Title: _____

ATTACH:

Proof of possession of the premises and approval of use (deed, lease, lease agreement, agreement showing willingness to sell property if applicant obtains permit)

Notary Use Only:

State of California
County of Tulare

On this, the _____ day of _____, 20____, before me a notary public, the undersigned Officer, personally appeared to me, _____, known to me (or satisfactorily proven) to be the person whose name is subscribed to the within instrument, and acknowledged that he/she executed the same for the purpose therein contained.

I witness hereof, I hereunto set my hand and official seal.

Notary Public

Building Owner Affidavit

I, _____, authorize the Commercial Cannabis Dispensary entitled _____ to use/purchase this property as a Commercial Cannabis dispensary, as those terms are defined in the City of Lindsay Municipal Code, should this dispensary obtain a Permit. I further understand that I am responsible for, and also subject to, enforcement actions regarding any violations and/or nuisance activity which may occur at this property if leasing the property to the applicant.

Property Manager Affidavit (if applicable)

I, _____, authorize the Commercial Cannabis Dispensary entitled _____ to use this property as a Commercial Cannabis dispensary, as those terms are defined in the City of Lindsay Municipal Code, should this dispensary obtain a Permit. I further understand that I am responsible for, and subject to, enforcement actions regarding any violations and/or nuisance activity which may occur at this property.



**Background Investigation Packet – BusinessOwners
(Must be completed by each owner)**

Under penalty of perjury, I acknowledge that I have personal knowledge of the information stated in this application. I hereby certify that all of the answers provided and statements made in this questionnaire are true and complete. I understand any misstatements of material fact, omissions, incomplete answers, or inaccurate responses will subject me to disqualification or dismissal.

Owner Name: _____

Home or Cell Phone: _____

Home Address: _____

Date of Birth: _____

Tax ID Number: _____

Height: _____

Weight: _____

Hair Color: _____

Signature: _____

Date: _____

Items to be completed as part of the Packet at the Lindsay Public Safety Department:

Live Scan (attached)

Photograph (taken at the Lindsay Public Safety

Department) Fingerprinting (done at the Lindsay Public

Safety Department) Copy of Driver’s License, DMV issued

ID Card or Passport

Proof of address (DMV-issued ID/driver’s license, and/or recent utility bill under Owner’s name)

Staff use only: Pass background check

Add more pages as necessary to accommodate responses.

1. Indicate whether, the owner has been convicted of any of the violent felonies listed below as specified in subdivision (c) of Section 667.5 of the Penal Code or a serious felony as specified in subdivision (c) of Section 1192.7 of the Penal Code including:

Section 667.5

- Murder or voluntary manslaughter.
- Mayhem.
- Rape as defined in paragraph (2) or (6) of subdivision (a) of Section 261 or paragraph (1) or (4) of subdivision (a) of Section 262.
- Sodomy as defined in subdivision (c) or (d) of Section 286.
- Oral copulation as defined in subdivision (c) or (d) of Section 288a.
- Lewd or lascivious act as defined in subdivision (a) or (b) of Section 288.
- Any felony punishable by death or imprisonment in the state prison for life.
- Any felony in which the defendant inflicts great bodily injury on any person other than an accomplice which has been charged and proved as provided for in Section 12022.7, 12022.8, or 12022.9 on or after July 1, 1977, or as specified prior to July 1, 1977, in Sections 213, 264, and 461, or any felony in which the defendant uses a firearm which use has been charged and proved as provided in subdivision (a) of Section 12022.3, or Section 12022.5 or 12022.55.
- Any robbery.
- Arson, in violation of subdivision (a) or (b) of Section 451.
- Sexual penetration as defined in subdivision (a) or (j) of Section 289.
- Attempted murder.
- A violation of Section 18745, 18750, or 18755.
- Kidnapping.
- Assault with the intent to commit a specified felony, in violation of Section 220.
- Continuous sexual abuse of a child, in violation of Section 288.5.
- Carjacking, as defined in subdivision (a) of Section 215.
- Rape, spousal rape, or sexual penetration, in concert, in violation of Section 264.1.
- Extortion, as defined in Section 518, which would constitute a felony violation of Section 186.22.
- Threats to victims or witnesses, as defined in Section 136.1, which would constitute a felony violation of Section 186.22.
- Any burglary of the first degree, as defined in subdivision (a) of Section 460, wherein it is charged and proved that another person, other than an accomplice, was present in the residence during the commission of the burglary.
- Any violation of Section 12022.53.
- A violation of subdivision (b) or (c) of Section 11418. The Legislature finds and declares that these specified crimes merit special consideration when imposing a sentence to display society's condemnation for these extraordinary crimes of violence against the person.

Section 1192.7

- Murder or voluntary manslaughter
- Mayhem
- Rape
- Sodomy by force, violence, duress, menace, threat of great bodily injury, or fear of immediate and unlawful bodily injury on the victim or another person
- Oral copulation by force, violence, duress, menace, threat of great bodily injury, or fear of immediate and unlawful bodily injury on the victim or another person;
- Lewd or lascivious act on a child under 14 years of age;
- Any felony punishable by death or imprisonment in the state prison for life;
- Any felony in which the defendant personally inflicts great bodily injury on any person, other than an accomplice, or any felony in which the defendant personally uses a firearm;
- Attempted murder;
- Assault with intent to commit rape or robbery;
- Assault with a deadly weapon or instrument on a peace officer;
- Assault by a life prisoner on a non-inmate;
- Assault with a deadly weapon by an inmate;
- Arson;
- Exploding a destructive device or any explosive with intent to injure;
- exploding a destructive device or any explosive causing bodily injury, great bodily injury, or mayhem;
- Exploding a destructive device or any explosive with intent to murder;
- Any burglary of the first degree;
- Robbery or bank robbery;
- Kidnapping;
- Holding of a hostage by a person confined in a state prison;
- Attempt to commit a felony punishable by death or imprisonment in the state prison for life;
- Any felony in which the defendant personally used a dangerous or deadly weapon;
- Selling, furnishing, administering, giving, or offering to sell, furnish, administer, or give to a minor any heroin, cocaine, phencyclidine (PCP), or any methamphetamine-related drug, as described in paragraph (2) of subdivision (d) of Section 11055 of the Health and Safety Code, or any of the precursors of methamphetamines, as described in subparagraph (A) of paragraph (1) of subdivision (f) of Section 11055 or subdivision (a) of Section 11100 of the Health and Safety Code;
- Any violation of subdivision (a) of Section 289 where the act is accomplished against the victim's will by force, violence, duress, menace, or fear of immediate and unlawful bodily injury on the victim or another person;
- Grand theft involving a firearm;
- Carjacking;
- Any felony offense, which would also constitute a felony violation of Section 186.22;
- Assault with the intent to commit mayhem, rape, sodomy, or oral copulation, in violation of Section 220;
- Throwing acid or flammable substances, in violation of Section 244;
- Assault with a deadly weapon, firearm, machinegun, assault weapon, or semiautomatic firearm or assault on a peace officer or firefighter, in violation of Section 245;
- Assault with a deadly weapon against a public transit employee, custodial officer, or school employee, in violation of Section 245.2, 245.3, or 245.5;
- Discharge of a firearm at an inhabited dwelling, vehicle, or aircraft, in violation of Section 246;

- Commission of rape or sexual penetration in concert with another person, in violation of Section 264.1;
- Continuous sexual abuse of a child, in violation of Section 288.5;
- Shooting from a vehicle, in violation of subdivision (c) or (d) of Section 26100;
- Intimidation of victims or witnesses, in violation of Section 136.1;
- Criminal threats, in violation of Section 422;
- Any attempt to commit a crime listed in this subdivision other than an assault;
- Any violation of Section 12022.53;
- A violation of subdivision (b) or (c) of Section 11418; and any conspiracy to commit an offense described in this subdivision. If yes, explain.'

2. Does the owner have a conviction for hiring, employing, or using a minor in transporting, carrying, selling, giving away, preparing for sale, or peddling, any controlled substance to a minor; or selling, offering to sell, furnishing, offering to furnish, administering, or giving any controlled substance to a minor? If yes, explain.

3. Does the owner have a felony conviction involving fraud, deceit, or embezzlement? If yes, explain.

4. Does the applicant have a felony conviction for drug trafficking with enhancements pursuant to Section 11370.4 or 11379.8 of the Health and Safety Code? If yes, explain.

5. Does the applicant, or any of its officers, directors, or owners, has been subject to fines, penalties, or otherwise been sanctioned for cultivation or production of a controlled substance on public or private lands pursuant to Section 12025 or 12025.1 of the Fish and Game Code?

6. Does the applicant, or any of its officers, directors, or owners, has been sanctioned by a licensing authority or a city, county, or city and county for unauthorized commercial cannabis activities, has had a license suspended or revoked under this division in the three years immediately preceding the date the application is filed with the licensing authority? If yes, explain.

7. Failure to obtain and maintain a valid seller's permit required pursuant to Part 1 (commencing with Section 6001) of Division 2 of the Revenue and Taxation Code. If yes, explain.

8. Are you a member or have you been associated with any criminal street gang? If yes, explain.

9. Is there anything else, you feel the background investigator should know about you or your experiences?

10. List 5 references that the City may contact.

Name: _____ Relationship: _____ Phone: _____

Name: _____ Relationship: _____ Phone: _____

Name: _____ Relationship: _____ Phone: _____

Name: _____ Relationship: _____ Phone: _____

Name: _____ Relationship: _____ Phone: _____



**Background Investigation Packet – Employee
(Must be completed by each employee)**

Under penalty of perjury, I acknowledge that I have personal knowledge of the information stated in this application. I hereby certify that all of the answers provided and statements made in this questionnaire are true and complete. I understand any misstatements of material fact, omissions, incomplete answers, or inaccurate responses will subject me to disqualification or dismissal.

Employee Name: _____

Home or Cell Phone: _____

Home Address: _____

Date of Birth: _____

Height: _____

Weight: _____

Hair Color: _____

Signature: _____

Date: _____

Items to be completed as part of the Packet at the Lindsay Public Safety Department:

Live Scan (attached)

Photograph (taken at the Lindsay Public Safety

Department) Fingerprinting (done at the Lindsay Public

Safety Department) Copy of Driver’s License, DMV issued

ID Card or Passport

Proof of address (DMV-issued ID/driver’s license, and/or recent utility bill under Employee’s name)

Staff use only: Pass background check



REQUEST FOR LIVE SCAN SERVICE

Applicant Submission

CA0540400
ORI (Code assigned by DOJ)

NON-SWORN LEA PERSONNEL
Authorized Applicant Type

Type of License/Certification/Permit OR Working Title (Maximum 30 characters - if assigned by DOJ, use exact title assigned)

Contributing Agency Information:

LINDSAY POLICE DEPARTMENT
Agency Authorized to Receive Criminal Record Information

05890
Mail Code (five-digit code assigned by DOJ)

185 N. GALE HILL AVE.
Street Address or P.O. Box

MARI CARRILLO
Contact Name (mandatory for all school submissions)

LINDSAY CA 93247
City State ZIP Code

(559) 562-7120
Contact Telephone Number

Applicant Information:

Last Name

First Name Middle Initial Suffix

Other Name (AKA or Alias) Last

First Suffix

Date of Birth Sex Male Female

Driver's License Number

Height Weight Eye Color Hair Color

Billing Number 143059
(Agency Billing Number)

Place of Birth (State or Country) Social Security Number

Misc. Number
(Other Identification Number)

Home Address Street Address or P.O. Box

City State ZIP Code

Your Number: _____
OCA Number (Agency Identifying Number)

Level of Service: DOJ FBI
(If the Level of Service indicates FBI, the fingerprints will be used to check the criminal history record information of the FBI)

If re-submission, list original ATI number:
(Must provide proof of rejection)

Original ATI Number

Employer (Additional response for agencies specified by statute):

Employer Name

Mail Code (five digit code assigned by DOJ)

Street Address or P.O. Box

City State ZIP Code

Telephone Number (optional)

Live Scan Transaction Completed By:

Name of Operator

Date

Transmitting Agency LSID

ATI Number Amount Collected/Billed



REQUEST FOR LIVE SCAN SERVICE

Privacy Notice

As Required by Civil Code § 1798.17

Collection and Use of Personal Information. The California Justice Information Services (CJIS) Division in the Department of Justice (DOJ) collects the information requested on this form as authorized by Business and Professions Code sections 4600-4621, 7574-7574.16, 26050-26059, 11340-11346, and 22440-22449; Penal Code sections 11100-11112, and 11077.1; Health and Safety Code sections 1522, 1416.20-1416.50, 1569.10-1569.24, 1596.80-1596.879, 1725-1742, and 18050-18055; Family Code sections 8700-87200, 8800-8823, and 8900-8925; Financial Code sections 1300-1301, 22100-22112, 17200-17215, and 28122-28124; Education Code sections 44330-44355; Welfare and Institutions Code sections 9710-9719.5, 14043-14045, 4684-4689.8, and 16500-16523.1; and other various state statutes and regulations. The CJIS Division uses this information to process requests of authorized entities that want to obtain information as to the existence and content of a record of state or federal convictions to help determine suitability for employment, or volunteer work with children, elderly, or disabled; or for adoption or purposes of a license, certification, or permit. In addition, any personal information collected by state agencies is subject to the limitations in the Information Practices Act and state policy. The DOJ's general privacy policy is available at <http://oag.ca.gov/privacy-policy>.

Providing Personal Information. All the personal information requested in the form must be provided. Failure to provide all the necessary information will result in delays and/or the rejection of your request.

Access to Your Information. You may review the records maintained by the CJIS Division in the DOJ that contain your personal information, as permitted by the Information Practices Act. See below for contact information.

Possible Disclosure of Personal Information. In order to process applications pertaining to Live Scan service to help determine the suitability of a person applying for a license, employment, or a volunteer position working with children, the elderly, or the disabled, we may need to share the information you give us with authorized applicant agencies.

The information you provide may also be disclosed in the following circumstances:

- With other persons or agencies where necessary to perform their legal duties, and their use of your information is compatible and complies with state law, such as for investigations or for licensing, certification, or regulatory purposes;
- To another government agency as required by state or federal law.

Contact Information. For questions about this notice or access to your records, you may contact the Associate Governmental Program Analyst at the DOJ's Keeper of Records at (916) 210-3310, by email at keeperofrecords@doj.ca.gov, or by mail at:

Department of Justice
Bureau of Criminal Information & Analysis
Keeper of Records
P.O. Box 903417
Sacramento, CA 94203-4170



RESOLUTION OF THE CITY OF LINDSAY

NUMBER 19-27

TITLE **A RESOLUTION OF THE CITY COUNCIL OF THE CITY OF LINDSAY ESTABLISHING THE TAX RATE AND FEES FOR CANNABIS CULTIVATION AND OTHER CANNABIS BUSINESSES.**

MEETING At a regularly scheduled meeting of the City of Lindsay City Council held on May 28, 2019 at 6:00PM at 251 E. Honolulu Street, Lindsay, CA.

WHEREAS, on November 8, 2016, the voters of California adopted Proposition 64 which legalized the use of cannabis for adult use and established maximum cultivation allowance of six (6) plants for personal use. The "Control, Regulate and Tax Adult Use of Marijuana Act," approved by the State's voters, allows for local control of adult use cannabis land uses, and reasonable regulation of personal cultivation of up to six (6) plants within a residence; and

WHEREAS, the City Council of the City of Lindsay approved Ordinance 571, an ordinance repealing Chapter 8.06 of the Lindsay Municipal Code and adding Chapter 5.28 allowing non-retail related cannabis businesses and establishing permitting procedures and regulations on February 26, 2019; and

WHEREAS, the City Council of the City of Lindsay approved Ordinance 573, an ordinance allowing for the retail sales, delivery and distribution of cannabis on May 14, 2019; and

WHEREAS, the City Council of the City of Lindsay approved Ordinance 567, an ordinance establishing a maximum tax rate of \$25 per square foot of commercial cannabis business area or 10% of annual gross receipts per fiscal year, whichever is greater, on July 10, 2018; and

WHEREAS, Ordinance 567 allows the City Council by resolution, in its discretion, to implement a tax rate lower than the maximum rates set for commercial cannabis businesses. The City Council also may, by resolution, increase any such tax rate from time to time, not to exceed the maximum rate established by Ordinance 567; and

NOW, THEREFORE, BE IT RESOLVED, that the City of Lindsay does hereby resolve, determine, and order the following tax rates for cannabis business activity:

Cannabis Business	Tax Rate
Retail	5% of gross receipts
Cultivation	\$6 per square foot
Manufacturing	4% of gross receipts
Distributor	4% of gross receipts
Distributor Transport	0% of gross receipts
Testing	0% of gross receipts
Nursery	\$2 per square foot

BE IT FURTHER RESOLVED, that the City of Lindsay does hereby resolve, determine, and order following fees for cannabis business activity applications:



RESOLUTION OF THE CITY OF LINDSAY

Cannabis Business Application Fee	Fee
Retail Pre-Application Fee	\$250 each
Retail Phase 1 Application fee	\$500 annually
Retail Phase 2 Application fee	\$2,500 annually
Retail Phase 3 Application fee	\$800 annually
Manufacturing, Testing, Distribution, or Cultivation Application Fee	\$2,400 annually
Employee Permit	\$300 each
Annual Fire Permit	\$500 annually
Cannabis Business Regulatory Fee	Fee
Retail Regulatory Fee	\$10,000 annually
Manufacturing Regulatory Fee	\$20,000 annually
Testing Laboratory Regulatory Fee	\$4,500 annually
Distribution Regulatory Fee	\$4,500 annually
Cultivation (up to 5,000 sq. ft.) Regulatory Fee	\$10,000 annually
Cultivation (up to 10,000 sq. ft.) Regulatory Fee	\$12,500 annually
Cultivation (up to 22,000 sq. ft.) Regulatory Fee	\$15,500 annually
License Combination of 2	10% regulatory fee reduction
License Combination of 3 or more	15% regulatory fee reduction

PASSED AND ADOPTED by the City Council of the City of Lindsay as follows:

MEETING DATE	May 28, 2019
MOTION	FLORES
2 nd MOTION	WATSON
AYES	FLORES WATSON CORTES
ABSENT	SANCHEZ KIMBALL
ABSTAIN	NONE
NAYS	NONE



RESOLUTION OF THE CITY OF LINDSAY

CERTIFICATION OF THE FOREGOING RESOLUTION AS FULL, TRUE, PASSED AND ADOPTED BY THE CITY COUNCIL OF THE CITY OF LINDSAY AS DETAILED.


City Clerk


Mayor

City of Lindsay

Cannabis Management Services

July 16, 2020

HdL  Companies

SUBMITTED BY

HdL Companies
120 S. State College Blvd., Ste 200
Brea, CA 92821
hdlcompanies.com

CONTACT

David McPherson
T: 714.879.5000
E: dmcpherson@hdlcompanies.com

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I. LETTER OF TRANSMITTAL

July 16, 2020

Joe Tanner
City Manager
City of Lindsay
251 E. Honolulu St.
Lindsay, CA 93247

Re: Proposal for Cannabis Management Services

Dear Mr. Tanner,

Thank you for the opportunity to submit this proposal for cannabis management services for the City of Lindsay. The enclosed scope of services is designed to assist the City with subject matter expertise, and a merit-based application review process. The proposal also outlines additional services that HdL can provide at the City's request, including supplemental background checks, ongoing compliance inspections and financial audits of permitted cannabis businesses.

HdL was incorporated in 1983 and has over 30 years of experience providing revenue enhancement and consulting services to local governments in California. HdL is a consortium of three companies established to maximize local government revenues by providing audit, compliance, economic development, consulting services and software products. Its audit and consulting services include sales, use and transaction taxes, property taxes, transient occupancy taxes, and a Cannabis Management Program. HdL's systematic and coordinated approach to revenue management and economic data analysis is currently being utilized by over 500 agencies in six states. The firm currently serves 49 counties, 311 cities and 132 transactions tax districts in California.

Our knowledgeable team of professionals have more than 46 years' combined experience in the establishment and implementation of cannabis regulatory programs including establishing land-use regulations, registration processes, operation regulations for cannabis facilities, staffing plans, cost recovery, structuring cannabis business taxes and conducting compliance and financial audits.

We look forward to the opportunity to partner with the City of Lindsay in developing a strategy which meets your program needs. If you have any questions or require additional information, please feel free to contact me by email at anickerson@hdlcompanies.com or David McPherson at dmcpherson@hdlcompanies.com or by phone at 714.879.5000.

Sincerely,



Andy Nickerson
President, HdL Companies

II. PROPOSED SCOPE OF SERVICES

The City of Lindsay currently allows one cannabis retailer and is in the process of considering allowances for up to 2 more. To assist with this process, the City has requested that HdL provide a proposal for technical assistance and subject matter expertise along with merit-based application reviews and interviews of commercial cannabis business applications.

This proposal provides a fixed unit cost for each of these items, and includes additional hours for conference calls, technical assistance and subject matter expertise, to be utilized on an as-needed basis at the City's request.

The enclosed Scope of Services to be provided by HdL includes all of the following:

- Kick-off conference call meeting with City staff;
- Provide City staff with technical assistance and subject matter expertise to be used as needed or desired by the City;
- Provide merit-based review, scoring and ranking of cannabis business applications;
- Provide assistance with interviews of cannabis business applicants.

Objective 1: Provide Subject Matter Expertise & Technical Assistance

HdL shall provide up to 20 hours of general consulting in the form of subject matter expertise or technical assistance, to be utilized on an as-needed basis at the City's request. Such assistance may include monitoring of changes to State laws and regulations, participation in conference calls, remote meeting attendance, responding to staff inquiries via phone and email, reviewing staff reports to the City Council, assisting with responses to inquiries from the public, or other issues yet to be determined as requested by the City.

HdL shall only bill for hours actually used, and only for services or assistance specifically requested and authorized by the City.

Objective 2: Application Reviews, Merit-Based Ranking and Interviews

HdL staff will conduct an initial screening of all applications for completeness based upon an objective checklist of required documentation. This initial screening shall allow for some limited discretion in determining whether submitted documents are substantively complete but shall not otherwise consider the quality of the submissions. Applications deemed incomplete will be disqualified and those applicants will not be allowed to submit any supplemental information.

Applications which have been deemed complete will move forward for a full review, including scoring and merit-based ranking. Applicants must provide detailed information on how they plan to meet the required criteria. An applicant's point score shall be based on their demonstrated ability to meet or exceed minimum requirements in each category.

Reviews shall include narrative comments that identify both strengths and weaknesses of each application as well as any deficiencies or areas of concern. Reviews shall be adequately detailed to inform the subsequent interview process but shall not contain any recommendations for approval or denial, other than a numerical score.

Proposed actions described in the applications shall be considered binding conditions of any resulting permit. Failure to meet or comply with any such requirements after a permit has been granted may subject the applicant to penalties and/or revocation proceedings.

HdL will design and conduct an interview panel for all applicants that receive passing scores. The interview panel shall consist of designated City staff, assisted by a subject-matter expert from HdL serving as facilitator. Interviews shall be one hour long, with a half hour between to allow for reaction, discussion and note taking by the panel. Interviews shall be scheduled for successive days, where possible, with 5 interviews per day.

III. COST

The proposed services are broken down into specific line items in the cost table below. HdL's fees are based on time, materials and travel-related expenses associated with the execution of the services. All City costs may be incorporated into either the application fees or the annual permit fees, to be payable by the applicant or permittee.

This proposal does not include any additional services that are not specifically enumerated herein. The proposal assumes HdL will not be asked to review any supplemental information provided by applicants, and that HdL will not be a part of any appeal process. Any such additional reports or documentation that may be requested by the City would be in addition to the costs shown in the table below and shall be billed at HdL's hourly rate. Prices are valid for 90 days from July 16, 2020.

Scope of Service Objectives	Estimated Cost
Objective 1: Subject Matter Expertise & Technical Assistance Up to 20 hours to be used as needed by the City	Up to \$5,000
Objective 2: Application Reviews, Ranking and Interviews Application reviews: Applicant interviews:	\$2,500 /application \$500 /applicant
TOTAL COST PER APPLICANT (Objective 2)	\$3,000

Conflicts of Interest and Non-Disclosure

HdL Companies works solely with public agencies and has no private-sector clients in the cannabis industry. All cannabis business applications will be kept confidential by HdL and will not be shared internally beyond those HdL employees who are required to have access for purposes of conducting reviews or interviews, or for administrative purposes as necessary.

IV. OPTIONAL SERVICES

Hourly Rates for HdL Staff

The prices in this proposal are based on the hourly rates for HdL staff as shown in the chart below. Any additional services requested by the client that are not specifically described in this proposal would be billed at the standard rate for the assigned staff person.

HdL Staff	Title	Hourly Rate
David McPherson	Compliance Director	\$250
Matt Eaton	Deputy Compliance Director	\$250
Tim Cromartie	Senior Policy Advisor	\$250
Mark Lovelace	Senior Policy Advisor	\$250
Christina Altringer	Audit Manager	\$250
Kami Miller	Senior Compliance Inspector	\$195
Elizabeth Eumurian	Senior Auditor	\$195
Alfredo Marquez	Senior Auditor	\$195
Michelle Shaw	Compliance Inspector	\$195
All rates current as of July 16, 2020		

V. EXPERIENCE AND RESOURCES

Company Profile

Founded in 1983, HdL is a consortium of three companies established to maximize local government revenues by providing audit, compliance, economic development, consulting services and software products. Its audit and consulting services include sales, use and transaction taxes, property taxes, transient occupancy taxes, and a Cannabis Management Program. The firm also provides a variety of enterprise software processing tools for business licensing, code enforcement, animal control, building permits and tracking/billing of false alarms. HdL's systematic and coordinated approach to revenue management and economic data analysis is currently being utilized by over 500 agencies in six states. The firm currently serves 49 counties, 311 cities and 132 transactions tax districts in California.

HdL's key staff has extensive experience serving local government and many have previously held positions in city management, finance, planning, economic development or revenue collection. HdL is a Corporate Partner of the League of California Cities and California State Association of Counties and works extensively with the County Auditor's Association of California, California Society of Municipal Finance Officers (CSMFO) and California Municipal Revenue and Tax Association (CMRTA) on anticipation and planning of programs to strengthen local government revenues.

This close understanding of local government needs coupled with extensive databases and advanced methodology provides for the most relevant, productive and responsive revenue recovery; forecasting; and economic services available.

Our team of professionals has over 46 years of direct experience establishing and implementing cannabis regulatory and taxation programs, including establishing land-use regulations, permit processes, staffing plans, and cost recovery fees; structuring cannabis business tax fees; regulatory compliance; financial audits; and law enforcement training. Our team has conducted over 16,000 cannabis compliance inspections and investigations in California, Colorado, and Nevada.

Key Personnel

David McPherson, Compliance Director

David McPherson works with local agencies to prepare them to mitigate regulatory issues surrounding Proposition 64 and SB 94. Prior to joining HdL, David served 28 years in local government for the County of Orange and the cities of Newport Beach, San Jose and Oakland. David's experience as a law enforcement officer, compliance auditor, and tax administrator has provided him a wealth of experience that makes him uniquely qualified to manage HdL's Cannabis Management Program. While working for the City of Oakland, he became the first Tax Administrator in the country to successfully tax, regulate and audit medical marijuana businesses. David has over 9 years of experience working with cannabis regulatory programs.

David is one of the state's most recognized experts in cannabis regulatory policies, compliance implementation and tax policies. His unique knowledge in horticulture, processing and dispensary operations while working for the City of Oakland has made him one of the pioneers in creating a Cannabis Management Program. He uses his experience to assist local and state agencies in developing cannabis policies for regulation, compliance, auditing and economic development. He worked closely with the League of Cities on the development of the Medical Cannabis Regulation and Safety Act (MCRSA) and helped shape SB 94, the Medicinal Adult-Use Cannabis Regulation and Safety Act (MAUCRSA).

David provides technical support on cannabis-related matters to the League of Cities, the Police Chief's Association, Rural County Representatives of California and the California State Association of Counties. In addition, David is working collaboratively with the Department of Consumers Affairs, Department of Food & Agriculture, Department of Health Services and the State Board of Equalization on the implementation of best practices for regulating the cannabis industry for local agencies.

David received his Bachelor's Degree in History from California State University, Fullerton and his Master's Degree in Public Administration from California State University, Long Beach. While at Long Beach, he was named "Future Urban Administrator of the Year".

Matt Eaton, Deputy Compliance Director

Matt Eaton is the Compliance Deputy Director at HdL and plays a critical role in implementing the Cannabis Compliance Program for local agencies. Prior to joining the firm, he was a progressive law enforcement professional with 29 years' experience conducting criminal/regulatory investigations, and corporate/individual background investigations.

While working as a Supervisory Investigator at the Colorado Department of Revenue in the Marijuana Enforcement Division (MED), Matt managed criminal investigators and civilian staff in the Denver Metro and Longmont field offices. During his six-year tenure at the MED, he conducted approximately 10,000 criminal investigations and compliance reviews which included regulatory and financial investigations. In addition, he is a subject matter expert on track and trace systems. He understands the complexity of reviewing data to ensure businesses are in compliance with state and local regulations. Matt was responsible for planning, developing and implementing report and field inspection protocols for the agency. He also played an instrumental role in recommending changes to current regulations and identifying essential language for new legislation in Colorado. Matt is well known for his ability to maintain working relationships with cannabis industry leaders and external stakeholders in resolving issues.

Matt received his Bachelor of Science Degree from Biola University and currently maintains a Colorado Post Certificate. He has also served as an adjunct instructor teaching law enforcement principle related to criminology, correctional processes, procedural law, interviews, interrogations and criminal evidence at AIMS Community College in Greeley, Colorado.

Tim Cromartie, Senior Policy Advisor

Tim Cromartie is a Senior Policy Advisor at HdL, in which his primary role is providing policy expertise related to cannabis regulatory and tax policies at the state and local level. Prior to joining HdL, Tim served as the legislative representative covering public safety issues for the League of California Cities since 2013, with a heavy emphasis on shaping legislation governing state and local regulation of marijuana. He has been actively involved in educating cities on changes in the law resulting from the Medical Cannabis Regulation and Safety Act, as well as Proposition 64, the Adult Use of Marijuana Act. When these two Acts were merged into a single regulatory structure in 2017, Tim successfully advocated for clarification of local government's regulatory and enforcement authority in the cannabis context, and for related environmental safeguards in cultivation operations, protections against over-concentration of businesses, regulation of testing labs, and the inclusion of fire safety standards and a definition of volatile solvents in state law governing cannabis manufacturing operations. Since then he has been engaged in educating local governments on the more recent Medical and Adult Use Cannabis Regulation and Safety Act (MAUCRSA), as well as advocating for a reduction in the cumulative state tax rate for cannabis, improvements in the state's track-and-trace program, and the restoration of a statewide cultivation cap.

Prior to the League, he held a variety of positions in the Legislature and state government, including legislative representative for CalPERS Governmental Affairs, legislative director and public safety consultant to former state Senator Gloria Romero, and field representative for Congresswoman Barbara Lee during her term in the state Senate. Mr. Cromartie holds degrees from the University of California at Berkeley (B.A. Political Science) and UC Hastings College of the Law. Tim is an ardent aviation buff and a member of the California Aerospace Museum at the site of the former McClellan Air Force Base in Sacramento.

Christina Altringer, Audit Manager

Christina Altringer is the Audit Manager at HdL. Her primary role is to oversee the audit staff, conduct forensic audits, review staffs reports, and be the point person to work directly with client cities and counties as it pertains to financial audits. In addition, she is responsible for managing and developing the data intelligence CATS™ program. Furthermore, in preparation of conducting forensic audits she also prepares Tax Analytical Remittance Report (TARR) summaries to evaluate under reporting or anomalies in the remittance of tax payments to local jurisdictions.

Kristina previously worked as a Forensic Accountant for the Federal Bureau of Investigation (FBI). In this role, she investigated alleged violations of federal and state laws for bribery and kickbacks, corruption, money laundering, white collar and health care fraud as well as drug trafficking. She also conducted blockchain analysis for virtual currency transactions. Prior to working with the FBI she worked at a Public Accounting firm as a Certified Public Accountant.

She earned her Bachelor of Science degree in Accounting from Minnesota State. Christina is also a Certified Public Accountant and a Certified Fraud Examiner.

Mark Lovelace, Senior Policy Advisor

Mark Lovelace has 16 years of broad experience in public policy, community engagement and advocacy and is recognized as a leader in advancing the statewide discussion of medical and recreational cannabis as a policy issue in California.

Mark served on the Humboldt County Board of Supervisors from 2009 through 2016 where he was instrumental in developing a comprehensive approach to regulating cannabis, including a voter-approved tax on commercial cultivation and an innovative track and trace pilot program. Mark established and co-chaired the Medical Marijuana Working Group for the California State Association of Counties (CSAC) and helped draft CSAC's legislative platform for cannabis issues. Mark pioneered the first-ever six-County regional summit on cannabis issues in 2015 which resulted in the North Coast Counties Marijuana Policy Statement. His work and input were pivotal in guiding the development of SB 643 and AB 243, two components of the Medical Cannabis Regulation and Safety Act (MCRSA).

Mark has worked extensively with public agencies and statewide associations on cannabis issues, including CSAC, Rural County Representatives of California, the Association of California Water Agencies, the North Coast Resource Partnership, California Department of Fish and Wildlife, the State Water Board, the North Coast Regional Water Board, the Bureau of Cannabis Control, state legislators, the Department of Justice, members of Congress and others. He has led numerous presentations, workshops and panel discussions on cannabis issues and has been a sought-after speaker on the topic for government agencies, community organizations and cannabis industry groups.

Mark received his Bachelor of Science degree in Industrial Design from California State University, San Jose. Prior to his time on the Board, he worked for many years as a respected advocate on land use, planning, development and environmental issues.

Kami Miller, Senior Compliance Inspector

Kami Miller is a Senior Compliance Inspector at HdL whose primary role is to ensure cannabis compliance and identify the risk assessment in the supply chain process of each permitted business. Prior to joining the firm, she served three years as a Marijuana Compliance Manager for the Department of Public Behavior and Health (DPBH) for the State of Nevada. During this time Kami played a key role in Nevada's implementation of its Medical Marijuana Program in which she was responsible for statewide monitoring of medical marijuana facilities that included cultivation, production, testing labs and retail stores.

During her tenure at the DPBH, Kami managed compliance auditors and support staff in the Las Vegas office. She conducted approximately 1,000 compliance and financial inspections for which she developed the inspection protocols documentation to create comprehensive reports. In addition, her experience with various cannabis track and trace systems allowed her to develop industry supply chain practices for the Department of Taxation.

Kami received her Bachelor of Business Administration in E-Commerce and Supply Chain Management from Tennessee State University.

Elizabeth Eumurian, Senior Auditor

Elizabeth Eumurian is a Senior Auditor at HdL. Her primary role is to conduct financial audits, evaluate cannabis applications and conduct background checks. As part of the audit program, she will be conducting and preparing analytical information through the CATS™ program to prepare Tax Analytical Remittance Reports (TARR) summaries to evaluate under reporting or anomalies in the remittance of tax payments to local jurisdictions.

Elizabeth previously worked as a senior auditor in the entertainment industry. In this role, she executed testing procedures for targeted audit programs, analyzed findings and prepared audit and compliance reports. She also has experience working for a large financial institution analyzing data for reporting anomalies and performing internal audits. Elizabeth has recently done work for Blythe, California City, Coachella, Cotati, Desert Hot Springs, Long Beach, Mammoth Lakes, Moreno Valley, Perris, San Bernardino, and Vallejo.

She earned her Bachelor of Arts degree in History from California State University, Fullerton. She has also received a certificate in CannaBusiness from Oaksterdam University.

Michelle Shaw, Compliance Inspector

Michelle is a Compliance Inspector at HdL and is tasked with conducting onsite inspections, examinations and other actions to monitor compliance with established standards for local licensed cannabis businesses. Prior to joining HdL, she was a Compliance Specialist Officer at a large, multinational bank where she managed, validated and oversaw the effectiveness and accuracy of numerous compliance issues within the consumer retail space. Throughout her eight years of experience at the bank, she performed onsite assessments of affiliate businesses to determine compliance/non-compliance of their processes and procedures pursuant to bank standards and state regulations.

A graduate of Cypress College, Michelle holds a Foundations of Banking Risk certificate from the Global Association of Risk Professionals and a paralegal certificate from the Southern California College of Business and Law.

Alfredo Marquez, Senior Auditor

Alfredo Marquez is a Senior Auditor at HdL. His primary role is to conduct financial audits. Alfredo previously worked for Teledyne Technologies analyzing risk assessments for acquiring new businesses and various units in the organization. In this role he worked with people at various levels in the organization and successfully conducted financial, Sarbanes Oxley and compliance audits across North America, Latin America, Europe, and Asia. Alfredo has recently done work for Cotati, Cloverdale, Desert Hot Springs, Mammoth, Perris, and Vallejo. He earned his Bachelor's Degree in Accounting from the University of La Verne.

Odette Mikhail, Auditor

Odette Mikhail is an Auditor at HdL. She conducts financial audits in accordance with state and local regulations, analyzes financial and point of sale systems for accuracy of reported

tax liabilities, and prepares reports summarizing the audit findings. Odette previously worked as a senior auditor at public accounting firms. In that role, she executed testing procedures for audit and review engagements, identified accounting issues, reviewed internal controls, and prepared financial reports and statements.

Odette earned her Bachelor of Science degree in Accounting and Business Administration from Ain Shams University in Cairo, Egypt. Odette is also a Certified Public Accountant.

VI. REFERENCES

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STAFF REPORT



TO: LINDSAY CITY COUNCIL
DATE: July 28, 2020
AGENDA #: 8
FROM: Michael Camarena, Director of City Services and Planning

Surface Water Treatment Plan Disinfection By Products Mitigation Feasibility Study

ACTION Acceptance of Surface Water Treatment Plant Disinfection By Products (DBP) Mitigation Feasibility Study

PURPOSE Statutory/Contractual Requirement

- Council Vision/Priority
- Discretionary Action
- Plan Implementation

- OBJECTIVE(S)**
- Live in a safe, clean, comfortable, and healthy environment.
 - Increase our keen sense of identity in a connected and involved community.
 - Nurture attractive residential neighborhoods and business districts.
 - Dedicate resources to retain a friendly, small-town atmosphere.
 - Stimulate, attract, and retain local businesses.
 - Advance economic diversity.
 - Yield a self-reliant city government that provides effective, basic services.

RECOMMENDATION

Staff respectfully recommends Acceptance of Surface Water Treatment Plant Disinfection By Products (DBP) Mitigation Feasibility Study.

BACKGROUND | ANALYSIS

The City drinking water system is supplied by two groundwater wells and one surface water treatment plant (SWTP). The system is out of compliance with the Stage 2 Disinfection Byproduct Rule for Total Trihalomethanes (TTHM) and Five Haloacetic Acid (HAA5) Maximum Contaminant Levels (MCLs). The State Water Resources Control Board, Division of Drinking Water (DDW) has issued a compliance order to rectify exceedances of disinfection byproducts (DBPs) and we are required to notify water accounts every quarter that the system remains out of compliance.

Provost & Pritchard Consulting Group evaluated the factors contributing to the high DBP levels in a February 20, 2018, memorandum titled *Mitigation of DBPs from Lindsay WTP*, and provided a series of potential mitigation measures. With funding acquired (\$70,500) from Tulare-Kern Integrated Regional Water Management Disadvantaged Community Involvement Program, Provost & Pritchard was able to complete a Surface Water Treatment Plant Disinfection By Products (DBP) Mitigation Improvements Feasibility Study.

The study initially identified 2 potential mitigation projects to bring our water system back into compliance. The projects identified were relocation of the primary disinfection process from the Friant Kern Canal to the SWTP and installation of a dedicated pipeline from the discharge of the SWTP to the water storage tank (no service connections on this new pipeline). This study analyzed both options with

STAFF REPORT



TO: LINDSAY CITY COUNCIL
DATE: July 28, 2020
AGENDA #: 8
FROM: Michael Camarena, Director of City Services and Planning

the disinfection relocation project identified as the prime project selected. There were too many unknown variables with the pipeline project and the initial pipeline alignment (directly north on Harvard Avenue) would likely not fit in the Harvard Avenue right of way.

The estimated cost of the disinfection relocation project is \$343, 500. This is identified in the 2020-2021 Water Fund Capital Improvement Program.

The request now is for Council to accept the study as final. Staff intendeds to submit the study to DDW for review and comment and pursue funding to complete the project.

ALTERNATIVES

- Approve the Surface Water Treatment Plant Disinfection By Products (DBP) Mitigation Improvements Feasibility Study as requested.
- Approve the Surface Water Treatment Plant Disinfection By Products (DBP) Mitigation Improvements Feasibility Study with modifications.
- Do not approve the document and provide direction to staff.

BENEFIT TO OR IMPACT ON CITY RESOURCES

If approved by Council, staff will submit the document to State Department of Drinking Water for review. The final document could provide foundational basis to pursue funding to complete the recommended mitigation measure.

ENVIRONMENTAL REVIEW

Not required by CEQA
 If required by CEQA:

POLICY ISSUES

No policy issues:
 Policy issues:

PUBLIC OUTREACH

Posted in this agenda
 Additional public outreach:

ATTACHMENTS

- Surface Water Treatment Plant Disinfection By Products Mitigation Feasibility Study

City of Lindsay
Surface Water Treatment Plant
Disinfection Byproduct Mitigation
Improvements Feasibility Study

July 6, 2020



DATE SIGNED July 6, 2020

Prepared for:
City of Lindsay, CA

Prepared by:
Provost & Pritchard Consulting Group
130 N. Garden Street, Visalia, California 93291

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1 Background

The City of Lindsay (City) drinking water system is supplied by two groundwater wells and one surface water treatment plant (SWTP). The system is out of compliance with the Stage 2 Disinfection Byproduct Rule for Total Trihalomethanes (TTHM) and Five Haloacetic Acid (HAA5) Maximum Contaminant Levels (MCLs). The State Water Resources Control Board, Division of Drinking Water (DDW) has issued a compliance order to rectify exceedances of disinfection byproducts (DBPs). Provost & Pritchard Consulting Group (Provost & Pritchard) evaluated the factors contributing to the high DBP levels in a February 20, 2018, memorandum titled *Mitigation of DBPs from Lindsay WTP*, and provided a series of potential mitigation measures.

Potential sources of DBPs identified in the previous memorandum include high levels of total organic carbon (TOC) at the time of chlorine addition and throughout the treatment process, and excessive contact time after chlorine addition. TOC compounds are considered precursors that result in the formation of DBPs when chlorine is added. At Lindsay's SWTP a polymer is added to coagulate the TOC so it can more readily settle out of the water; however, a lack of mixing inhibits the efficiency of the coagulation process. It was determined that higher removal efficiency of TOC, combined with less chlorine contact time, particularly with unfiltered water, may result in lower DBP levels. An additional finding of the previous study was that a correlation exists between high DBP levels and sample sites under the influence of the storage tank. This may be due to a lack of mixing, resulting in aging water at the top of the tank.

2 Existing SWTP Operation

A 12-inch diameter intake submerged within the Friant Kern Canal supplies the City of Lindsay's surface water treatment plant. Gaseous chlorine is added at the canal turnout and achieves an average chlorine residual of 2.7 mg/L. Water from the canal intake is directed through two 12-inch diameter parallel 7,100-foot pipelines to the SWTP with a 25-horsepower and a 75-horsepower booster pump. The SWTP site is shown in **Exhibit 1** and has a typical operating peak production of approximately 1,600 gallons per minute (gpm) and a maximum operating production of approximately 1,800 gpm. By the time the water reaches the SWTP, the chlorine residual is approximately 1.5 mg/L, on average. The acidic nature of chlorine gas along with the low alkalinity of the source water make it necessary to add caustic soda when it reaches the SWTP to raise the water's pH to between 7.3 and 7.6. Polymer is added in-line prior to the clarifier to initiate coagulation. The clarified water is then pumped to six 8-foot diameter and six 12-foot diameter vertical pressure filters. The treated water is pumped from the SWTP to the distribution system without any post-treatment (e.g. pH adjustment or post-chlorination). On a hill in the north section of the City there is a steel storage tank with a capacity of approximately 3.86-million-gallons.

3 DBP Mitigation Alternatives

The purpose of this feasibility study is to further evaluate two potential DBP mitigation alternatives identified in the previous memorandum: adding a static mixer at the coagulant injection point to improve TOC removal, and relocating the chlorine addition point from the raw water intake site to the SWTP site. Ideally, the chlorination point would be the last step of the treatment process, where TOC is lowest, after the SWTP filters. However, this would require construction of a dedicated transmission pipeline from the treatment plant to the City's storage tank to ensure adequate contact time. An alternative chlorination point at the SWTP is upstream of the clarifier. Both options are evaluated in the following sections.

3.1 Add Static Mixer

When chlorine is added to water that contains naturally occurring organic matter it creates disinfection byproducts. Provost & Pritchard’s 2018 study found that the Lindsay SWTP is achieving an average raw water TOC removal of approximately 23%, which is relatively low. A coagulant chemical is currently dosed directly into the pipeline before entering the clarifier to help settle out some of the solids. One measure to improve TOC removal is to energetically mix the injected coagulant (i.e. rapid mixing or flash mixing). A set of plans dated 1983 calls for the installation of a motionless mixer directly downstream of the existing injection spool. However, based on visual inspection, it does not appear that it was installed. Since there is no way to verify whether an in-line mixer exists in the buried piping, it is recommended that the City plan on installing a new one.

3.1.1 Design Considerations

Mixing provides both uniform dispersion of the coagulant in the water and, for metal coagulants, is necessary for proper function. For metal coagulants, hydrolysis and adsorption of colloidal particles occurs within a few seconds, and if the coagulant is not dispersed within this time coagulation will be significantly impaired. Therefore, mixing must be done immediately after coagulant addition (i.e., flash mixing). To accomplish this, a static mixer should be installed at the chemical injection point. The Lindsay SWTP vault, where chemicals are added, is shown in **Figure 1**. Lack of space between the injection ports and edge of the vault presents a difficulty.

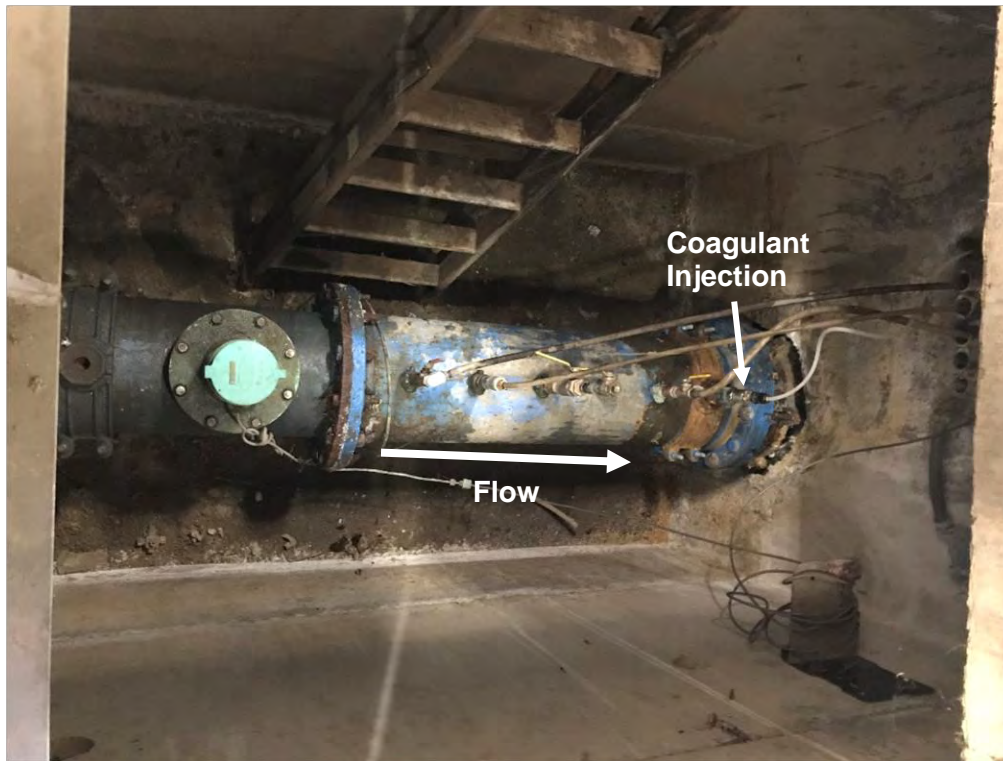


Figure 1. Lindsay SWTP Chemical Injection Site

An additional design consideration is the necessity to maintain sufficient pressure through the system. Static mixers increase head loss to varying degrees based on style of the mixer and percent open space. Generally,

mixers rated for better mixing capabilities are associated with a higher head loss. An understanding of current system operating pressure is required to evaluate which mixer may be best suited for this situation.

3.2 Relocate Chlorination

3.2.1 Option 1: Chlorinate Downstream of Filters

Chlorinating downstream of the SWTP filters is ideal because total organic carbon levels are lowest, thus minimizing potential for formation of disinfection byproducts.

3.2.1.1 Design Considerations

Design aspects most likely to become limitations are generally evaluated first. If the project is infeasible or unrealistic it is beneficial to make that determination quickly so effort can be concentrated on better solutions. In this case, the chlorine contact time and system pressure were deemed to be potential limiting factors.

As currently operated, treated water leaving the SWTP is pumped into the distribution system and is available for use and consumption immediately. Injecting chlorine as the final step in the treatment process will drastically reduce the contact time to an insufficient level. Therefore, construction of a new transmission line directly to the storage tank (approximately 6,000 feet north) that does not serve any consumers will be required to provide the necessary chlorine contact time. Furthermore, the local pressure supplied to the distribution system by the pumps at the SWTP would be eliminated by having to pump the water directly to the storage tank before distribution.

Utility requests, a planimetric survey, and a hydraulic analysis were completed to determine the feasibility of this alternative before moving forward with conceptual design.

3.2.1.2 Pipeline Alignment

Discussions with the City of Lindsay concluded that there was only one practicable alignment for a transmission main from the plant to the City's storage tank. The pipeline would extend west from the SWTP along Honolulu Street and then north along Harvard Avenue to the storage tank, totaling approximately 6,000 feet. Other less direct routes would lead to exorbitant costs.

An alignment study was conducted to evaluate the feasibility of installing a transmission main in Honolulu Street and Harvard Avenue from the SWTP to the storage tank. The City has existing water, sewer, and storm drain facilities along the proposed pipeline alignment. Locations of these facilities were marked in the field by the City for the study. Requests to local utility companies were made to determine locations of any utilities along the alignment. Responses from utility companies as well as the survey indicate the presence of Southern California Edison, gas, Vast Networks and other communications lines, and electric.

A planimetric survey was completed in the study area to develop the topographic map shown in **Exhibit 2**. Existing utilities were mapped using a combination of survey data collected in the field and records provided by utility companies.

The topographic map and existing utility locations were reviewed to identify an alignment for a transmission main within the right of way. A feasible alignment for the pipeline could not be identified due to the high density of existing utilities and relatively narrow road width.

3.2.1.3 Evaluation of Disinfection CT

According to SWTP operators, raw water pH varies by season between 6.5 and 7.8 and temperature ranges between 18 and 22 degrees Celsius. To be conservative, the lowest temperature and the highest pH value were used in estimating the required CT value of 29 mg-min/L. Chlorine CT in the proposed transmission line was calculated using **Equation 1** to ensure the requirement would be met. Using the assumptions listed in **Table 1**, the CT in a 12-inch transmission main is estimated at 29 mg-min/L and the CT in a 18-inch transmission main is estimated at 66 mg-min/L. Therefore, an 18-inch line would be recommended to ensure requirements are met.

Equation 1

$$CT \left(\frac{mg \text{ min}}{L} \right) = \frac{\text{volume (gallons)} * \text{baffling factor}}{\text{max flow (gpm)}} * \text{chlorine concentration} \left(\frac{mg}{L} \right)$$

Table 1. Pipeline CT Value Assumptions

Parameter	Value
Maximum Flow Rate	1,800 gpm
Volume (12" Transmission Pipe)	35,250 gallons
Volume (18" Transmission Pipe)	79,300 gallons
Chlorine Residual – Storage Tank	1.5 mg/L
Assumed Baffling Factor – Pipeline	1.0

3.2.1.4 System Pressure Model

In 2013, as part of a Community Development Block Grant, the City of Lindsay hired Provost & Pritchard to perform a study of the City water distribution system. The study evaluated the various components of the existing system and generated some recommendations for system improvements. One of the components of the study was the development of a computerized hydraulic model of the City water distribution system. The model was developed using Bentley Systems Inc. WaterCAD v8i software.

Using the model from the 2013 study, Provost & Pritchard evaluated the hydraulic impacts of adding an 18-inch transmission line from the SWTP to the storage tank.. The water model used the demand scenarios and capacities listed in for the existing wells and SWTP.

Table 2. Water Model Inputs

Description	Demand (gpm)	Notes
Average Day Demand (ADD) ¹	1,840	Based on a Total Daily Demand of 2,648,513 gallons
Maximum Day Demand (MDD)	3,312	Based on peaking factor of 1.8 applied to the ADD
Peak Hour Demand (PHD)	4,968	Based on peaking factor of 1.5 applied to the MDD
Fire Flow (FF) ²	2,000	Fire flow requirement for a period of two hours
MDD + FF	5,312	Total combined flow required to meet MDD and FF
Well 14 Capacity	750	Rated capacity at 75 psi
Well 15 Capacity	1,200	Rated capacity at 75 psi
SWTP Capacity	1,800	Rated capacity at 90 psi. Does not run year around
<p><i>Notes:</i> 1 The ADD is based on 2011 existing demand received from the City 2 The FF requirement determined from data received from Mr. Mike Camarena, March 3, 2013 via email</p>		

Making updates to the 2013 water model were outside the scope of this study. Therefore, no changes were made to the well capacities, water demands, or any other changes that may have occurred to the water system infrastructure. The intent of this evaluation was to conduct a preliminary investigation on impacts to the distribution system.

For this study, the following scenarios were evaluated:

1. 2013 existing system PHD
2. 2013 existing system maximum day demand plus fire flow (MDD+FF)
3. Reconfigure existing system to accommodate the proposed 18-inch transmission main during PHD
4. Reconfigure existing system to accommodate the proposed 18-inch transmission main during MDD+FF

Scenarios 1 and 2 were modeled to show the existing condition. The results are compared to the results of Scenarios 3 and 4 to gain an understanding of the potential impacts of reconfiguring the system with the proposed transmission main.

Scenario 1

Scenario 1 analyzed the existing system pressures for the 2013 PHD. Both existing wells and the SWTP were active for this analysis. The model shows distribution system pressures ranging from approximately 24 pounds per square inch (psi) to 92 psi. Typically, water systems operate above 40 psi during PHD. The model indicates that a small portion of the existing system pressures fall below the 40-psi minimum. The area that shows pressures below the minimum 40 psi is isolated to the area around the existing storage tank, which sits on a hillside on the north side of the City. The model shows the remainder of the system pressures above 40 psi. **Exhibit 3** shows the model results of the existing system pressures during the PHD scenario.

Scenario 2

Scenario 2 analyzed the existing system pressures for the 2013 MDD+FF. Like Scenario 1, both existing wells and the SWTP were active for this analysis. The 2013 study indicates that the City evaluated a minimum fire flow requirement of 2,000 gpm while maintaining a residual pressure above 20 psi. In general, the model shows that a good portion of the nodes analyzed meet the MDD+FF requirements. Nodes that fail to meet the MDD+FF requirements occur throughout the system. The nodes that fail to meet the MDD+FF requirements appear to be in non-looped portions of the City. Non-looped mains typically struggle to meet fire flow requirements. **Exhibit 4** shows the model results of the existing system MDD+FF scenario.

Scenario 3

Scenario 3 results show the system pressures for the 2013 PHD with the system reconfiguration to accommodate the proposed 18-inch transmission main. Like the other scenarios, both existing wells and the SWTP were active for this analysis. The model shows distribution system pressures ranging from approximately 23 psi to 91 psi. The model indicates that a portion of the existing system pressures fall below the 40-psi minimum. The nodes showing pressures below the 40-psi threshold appear to be concentrated in the south and east portions of the system; in the vicinity of the SWTP. In addition, the model shows that nodes in the northern hillside area are also below the 40-psi threshold, consistent with the Scenario 1 results. The model shows the remainder of the system pressures, in the north and west areas, are above 40 psi. **Exhibit 5** shows the model results for the reconfigured distribution system pressures during the PHD scenario.

Scenario 4

Scenario 4 analyzed the reconfigured system with the 18-inch transmission main during an MDD+FF scenario. Like the other scenarios, both existing wells and the SWTP were active for this analysis. In general, the model shows that a good portion of the nodes analyzed meet the MDD+FF requirements, however, the system reconfiguration does cause several additional nodes that met requirements in Scenario 2 to fail to meet the requirements in Scenario 4. Consistent with Scenario 2 results, the nodes that fail to meet the MDD+FF requirements occur throughout the system, specifically in non-looped portions of the City. **Exhibit 6** shows the model results of the reconfigured system MDD+FF scenario.

3.2.1.5 Analysis Result

Assuming the total organic carbon is largely removed throughout the SWTP with improved coagulation from the static mixer, chlorinating after the filters would be the preferred option if all else were equal. However, this option is unfeasible due to constraints associated with a transmission pipeline from the plant to the storage tank. It is evident that Harvard Avenue has reached maximum capacity with water, sewer, storm drain, and gas lines in the roadway and there is not space for a new transmission main. Additionally, the hydraulic analyses show that the system reconfiguration would reduce system pressures in the southeast area of the city in the vicinity of the SWTP. Both the PHD and MDD+FF model results show lower pressures and increased fire flow deficiencies, respectively, due to the system reconfiguration. The lower pressures shown by the model are due to the fact that under the reconfigured system, pressure that was once provided by the SWTP in the southeast portion of the system is now provided by the water storage tank in the northern portion of the system. In the reconfigured system, water now must travel from the tank to the south which increases head losses in the system. This option is unfeasible without consideration of alternate pipeline alignments and additional improvements to the water system to address pressure deficiencies.

3.2.2 Option 2: Chlorinate Upstream of Clarifier

Chlorinating at the SWTP just upstream of the clarifier will eliminate the excessive contact time from the intake pipeline. Additionally, enhanced coagulation of TOC prior to chlorine addition should help to reduce DBP formation.

3.2.2.1 Design Considerations

Relocating the chlorination point from the canal to the SWTP would involve changing from chlorine gas to liquid sodium hypochlorite, as the treatment plant is in a residential area. However, liquid chlorine degrades more quickly, requiring deliveries slightly more frequently than chlorine gas.

Placing the chlorination station at the SWTP requires enough space for a chemical enclosure area for storage. The existing SWTP site is crowded and has limited space available for a new chemical enclosure. The storage must include secondary containment capacity of 110 percent of the volume of the largest chemical storage tank. The chemical supplier has a hose length of 75 feet, which limits the location of the chemical storage area in relation to the road or nearest vehicle access point. Furthermore, usable water for an eyewash/shower must be within 15 feet of the sodium hypochlorite tanks without obstruction, for safety purposes. Two alternatives were identified and reviewed with the City. A location at the south fence line between the laboratory and chemical storage buildings was selected.

3.2.2.2 Evaluation of Disinfection CT

As previously mentioned, the required CT value for chlorine is 29 mg-min/L at a pH of 7.9 and temperature of 18 degrees Celsius. Based on the DDW approved calculation, **Equation 1**, and assumptions presented in the 2018 memorandum titled *Mitigation of DBPs from Lindsay WTP* and shown in **Table 3**, the clarifier provides 157 mg-min/L. Current operations yield a chlorine residual between 0.9 and 1.5 mg/L. At the bottom end of the range, the clarifier will provide 88.5 mg-min/L. Additionally, two filters at the SWTP are undergoing renovation which may bring the capacity to 2,000 gpm. At this flow rate, the CT value obtained in the clarifier will be 80 mg-min/L. Therefore, the clarifier by itself is more than sufficient to meet disinfection requirements while cutting down on the existing total contact time and minimizing potential DBP formation.

Table 3. Clarifier Chlorine Contact Time Assumptions

Parameter	Value
Maximum Flow Rate	1,800 gpm
Volume (Clarifier)	354,000 gallons
Chlorine Residual – Plant Effluent	1.6 mg/L
Baffling Factor – Clarifier	0.5

3.2.2.3 Analysis Result

Given the design considerations, Option 2 is feasible and provides a potential solution for decreasing DBP formation. With the addition of a static mixer to improve coagulation, TOC removal efficiency should also improve. In combination with decreasing chlorine contact time, it is likely that DBP levels will decrease. Due to these findings, Option 2 is developed in greater detail as a potential solution for the City of Lindsay.

4 Schematic Design

A schematic design was developed for Option 2. It includes the chemical storage enclosure and tanks for sodium hypochlorite, metering pumps, an eyewash station, a vault at the chlorine injection point, the location of the static mixer insertion, and other associated improvements. The site layout is shown in **Exhibit 7**.

Static Mixer

The static mixer evaluated for this site has an extremely short lay length, to accommodate the lack of space, and provides the option to inject the polymer directly into the static mixer, allowing for flash mixing to occur. The recommended static mixer model is shown in **Exhibit 8**. An equation is supplied by the manufacturer to calculate the potential head loss based on the velocity head and a manufacturer constant, K value, which is determined by the open space of the mixer. The relationship between the flow rate, pipe diameter, and the head loss is shown in **Figure 2**. The maximum flow rate of 1,800 gpm and a 12-inch intake pipeline would result in a head loss between 2 and 3 psi. Based on the record drawings, the static pressure head over the inlet pipe from the high water level is approximately 3.5 psi. According to the City, the pressure in the clarifier inlet pipe at the injection vault is approximately 10-12 psi, which should be sufficient to overcome the static pressure in the clarifier and the pressure drop across the static mixer.

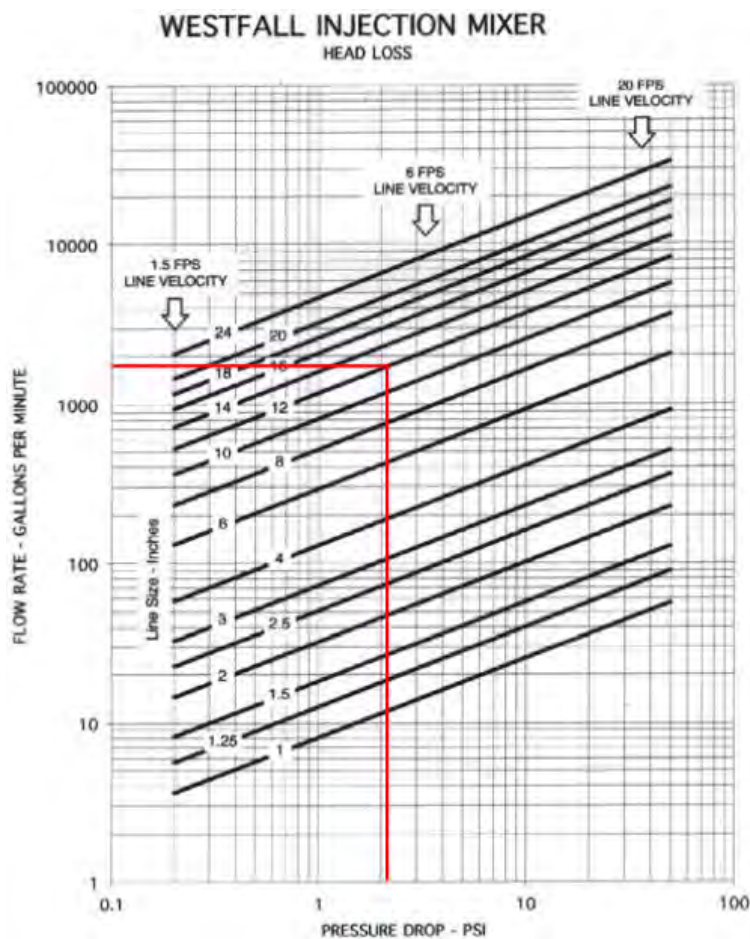


Figure 2. Relationship between Mixer Configuration and Head Loss

The static mixer will fit inside the existing chemical injection vault inside the chemical storage building. It will be inserted into the influent pipe within the vault shown in **Figure 3**. The SWTP will need to be taken offline to install the static mixer by closing the valves on the two intake pipes near the turnout. The entire spool piece within the vault would need to be replaced with a shorter spool to allow space for the static mixer.

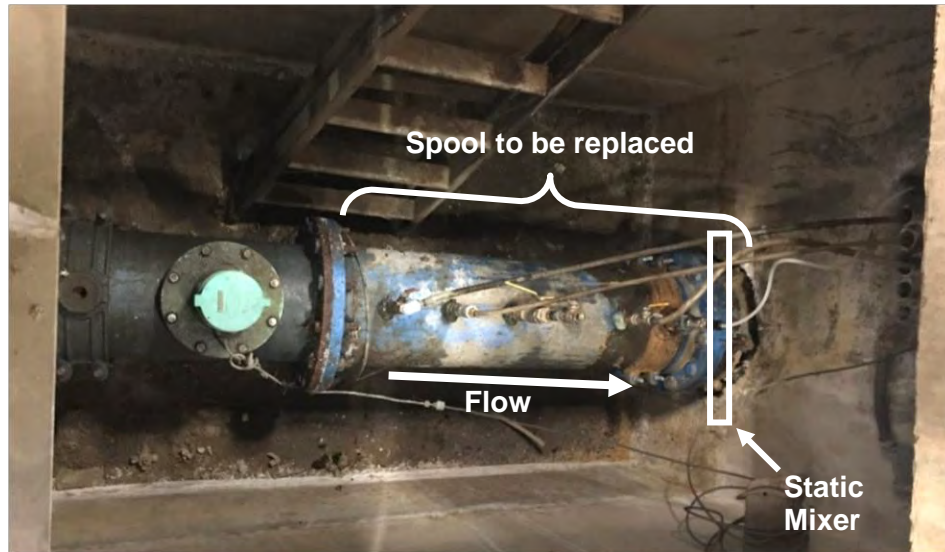


Figure 3. Potential Placement of Static Mixer

Sodium Hypochlorite Tank Sizing

The maximum potential flow rate of the SWTP was used to calculate chemical storage sizing to allow for potential increase in throughput. Assuming the clarifier limits the maximum flow rate of the SWTP to 1,800 gpm and accounting for a desired residual of 2.5 mg/L at the injection point, just over 800 gallons of 12.5 percent sodium hypochlorite solution would be necessary every 15 days. With the space available at the SWTP, two tanks of 550 gallons are recommended to minimize the footprint of the concrete enclosure due to the secondary containment requirement. Should the SWTP's capacity increase to 2,000 gpm after the filter renovations, just over 900 gallons of sodium hypochlorite would be necessary every 15 days; therefore, the storage tanks recommended will be sufficient. The HDPE tank shown in **Exhibit 9**, or similar, is recommended for this application. It is a double-wall tank 5 feet in diameter.

Chemical Enclosure

A concrete base 10 feet wide by 15 feet long with an 8-inch tall curb will provide adequate secondary containment, which must be at least 110 percent of the largest chemical storage tank volume. A preliminary schematic layout and conceptual design of the enclosure is shown in **Exhibit 7**. A 75-foot delivery hose that will come from Honolulu Street limits potential locations to the southern third of the SWTP parcel. The tanks and enclosure will be placed next to the existing control building, close to a drive gate available for unloading and filling the storage tank. An existing gate next to the chemical enclosure building will need to be relocated and the sidewalk extended. **Figure 4** shows the location of the proposed improvements at the SWTP. Since the location is greater than 15 feet from usable emergency water, a new eyewash and shower station must be included adjacent to the enclosure. A water line will tie into the existing onsite utility water and run to the enclosure for the eye wash, shower, and a hose bibb. Bollards will be installed in the landscape area outside the SWTP perimeter fence to protect the chemical enclosure.



Figure 4. Future Chemical Enclosure Location

Chlorine Injection

The sodium hypochlorite pump should be sized to handle a minimum of 4.5 gallons per hour. Since the SWTP is the primary drinking water source to the community, it is recommended that two pumps are used for redundancy. LMI diaphragm pumps should be used for sodium hypochlorite injection to match the existing pumps at the plant.

There is a single raw water pipe running from the current chemical building to the clarifier. Sodium hypochlorite will be injected in this pipe and will require placement of a new vault, as shown in **Exhibit 7**. A PVC conduit with chemical feed tubing will be installed from the new chemical enclosure to the injection vault as shown in **Exhibit 7**. Removal and replacement of asphalt concrete will be required.

To get proper CT value credit, a chlorine analyzer and pH analyzer will be needed on the effluent of the clarifier, before the filters, to sample for the chlorine residual, pH, and temperature. A sampling tap and a drain will be required for the chlorine analyzer.

Electrical power and control lines will need to be run to the analyzer and to the chemical enclosure for the dosing pumps and lighting. The pumps will require 120 VAC. The source of power supply will need to be confirmed during final design. During a site visit, there appeared to be a spare breaker on the sub-panel inside the existing chemical building. It may also be possible to run electrical from the laboratory. The pumps are assumed to be set to a specific dosing level based on the flow rate of the treatment plant (i.e. flow-paced) to reach a desired residual. It is possible, however, to incorporate a loop control that allows the pump to adjust based on inflow and the measured chlorine residual. Additionally, the chemical storage tank levels are monitored manually.

Existing Facilities at Turnout Structure

Existing facilities at the turnout structure include a 12-inch turnout and a storage shed containing chlorine gas cylinders and feed systems. The gaseous chlorine is currently added directly at the turnout to achieve a residual between 2.5 and 3 mg/L. This is currently the only source of disinfection CT credit for the SWTP. The injection port for the gaseous chlorine will be removed and the storage shed will be removed or repurposed with the addition of the new chlorination station at the SWTP.

5 Estimated Schedule

An estimated project schedule including grant application preparation, assumed grant award timeline, final design, and construction is shown in **Exhibit 10**. Actual dates will be dependent on grant application and award milestones, which have not yet been published.

Since the SWTP will need to be taken out of operation to install the static mixer, it will likely need to be completed in the winter when demands are low.

6 Project Budget

The intent is to fund this project with the California Department of Water Resources Integrated Regional Water Management (IRWM) Implementation Grant, Round 2. While the Proposal Solicitation Package for IRWM Round 2 has not been published, IRWM Round 1 required a minimum cost share of 50% of the total project costs. However, Disadvantaged or Severely Disadvantaged Community (DAC or SDAC) projects may receive a cost share waiver or reduction. A preliminary Engineer's Opinion of Probable Construction Cost was developed based on the conceptual level design for budgeting purposes. A breakdown of costs is shown in **Table 4**.

Table 4. Conceptual Level Engineer's Opinion of Probable Construction Cost

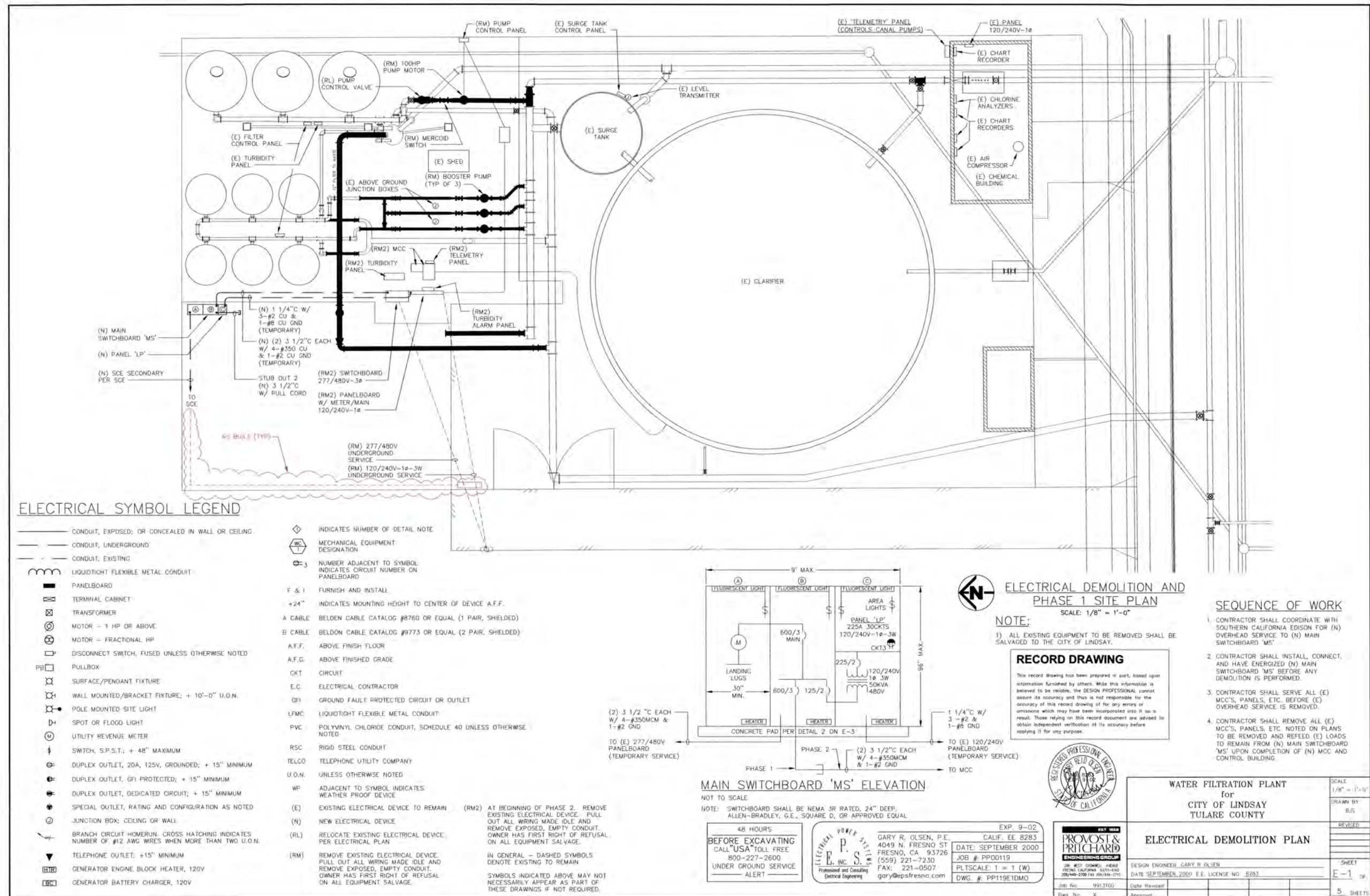
<p align="center">CITY OF LINDSAY WATER SYSTEM IMPROVEMENTS PROJECT OPINION OF PROBABLE CONSTRUCTION COST Conceptual Design Submittal</p>					
Item	Description	Quantity	Unit	Unit Price	Amount
General					
1	Mobilization, Demobilization, Bonds, and Insurance	1	LS	\$ 10,000	\$ 10,000
2	Worker Protection	1	LS	\$ 2,000	\$ 2,000
Subtotal					\$ 12,000
Construction					
3	Removal of Current Chlorination Station	1	LS	\$ 5,000	\$ 5,000
4	Concrete Vault at Chlorine Injection	1	LS	\$ 20,000	\$ 20,000
5	Site Piping and Trench Resurfacing	1	LS	\$ 20,000	\$ 20,000
6	(2) 500-gallon Chemical Storage Tanks, (2) Sodium Hypochlorite Pumps	1	LS	\$ 45,000	\$ 45,000
7	Chemical Enclosure Structure, Eyewash Station, Bollards	1	LS	\$ 55,000	\$ 55,000
8	Gate Relocation and Sidewalk Extension	1	LS	\$ 4,000	\$ 4,000
9	F&I Static Mixer, Replace Injection Manifold, Injection Quills	1	LS	\$ 25,000	\$ 25,000
10	Electrical, Instrumentation and Controls	1	LS	\$ 50,000	\$ 50,000
11	Replace Flow Meter with Magnetic Meter	1	LS	\$ 8,000	\$ 8,000
Subtotal					\$ 232,000
Non-Construction					
11	Engineering	1	LS	\$ 35,000	\$ 35,000
12	Construction Management	1	LS	\$ 7,500	\$ 7,500
Subtotal Base Bid Amount					\$286,500
Estimate Design Uncertainty		20%			\$57,000
Total Opinion of Probable Construction Cost					\$343,500
<p align="center">This opinion was prepared to the Class 3 Estimate level in accordance with the AACE International Cost Estimate Classification System – as Applied in Engineering, Procurement, and Construction for the Process Industries. This class of estimate is associated with a contingency of -20% to 30%</p>					

7 Conclusion

The City of Lindsay is out of compliance with the MCL for TTHM and HAA5, which is one of the regulated DBPs. Provost & Pritchard was hired in 2017 to assess the factors contributing to the high DBP levels and to review potential mitigation alternatives in a memorandum titled *Mitigation of DBPs from Lindsay WTP*. The purpose of this study was to further evaluate the recommended mitigation measures, including feasibility and costs.

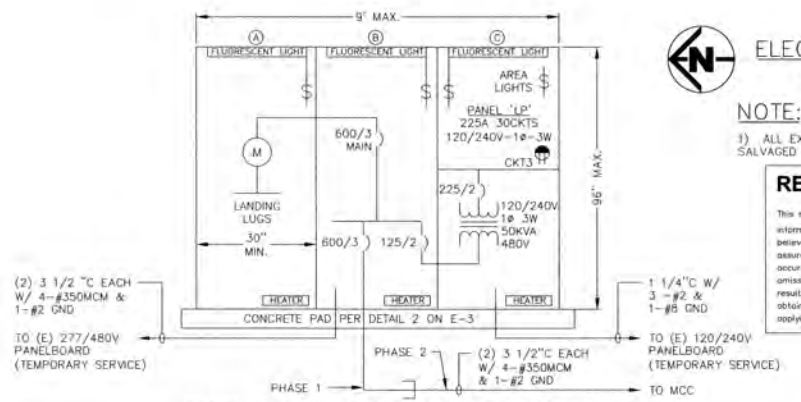
Though placing the chlorination station downstream of the filters may yield more favorable results in regard to DBP formation, the requirement for a new transmission line rules this option out. The construction of a main line through Harvard Avenue would be extremely difficult due to crowded utilities and there would be a notable loss of pressure in several areas of the distribution system.

Based on the research conducted for this study, Provost & Pritchard recommends that the City install a static mixer at the point of coagulant injection, and relocate the chlorination point to directly upstream of the clarifier. While there is no way to be certain that these two actions will achieve regulatory compliance of DBPs, decreased contact time between the chlorine and raw water should help to mitigate DBP formation. Furthermore, the addition of a static mixer should increase coagulation efficiency, further reducing potential DBP formation. The total project costs will be approximately \$300,000 and the timeline will depend on dates outlined in the grant solicitation.



ELECTRICAL SYMBOL LEGEND

— CONDUIT, EXPOSED; OR CONCEALED IN WALL OR CEILING	◇ INDICATES NUMBER OF DETAIL NOTE
— CONDUIT, UNDERGROUND	Ⓜ MECHANICAL EQUIPMENT DESIGNATION
— CONDUIT, EXISTING	③-3 NUMBER ADJACENT TO SYMBOL INDICATES CIRCUIT NUMBER ON PANELBOARD
LIQUIDTIGHT FLEXIBLE METAL CONDUIT	F & I FURNISH AND INSTALL
PANELBOARD	+24" INDICATES MOUNTING HEIGHT TO CENTER OF DEVICE A.F.F.
TERMINAL CABINET	A CABLE BELDEN CABLE CATALOG #8760 OR EQUAL (1 PAIR, SHIELDED)
TRANSFORMER	B CABLE BELDEN CABLE CATALOG #9773 OR EQUAL (2 PAIR, SHIELDED)
MOTOR - 1 HP OR ABOVE	A.F.F. ABOVE FINISH FLOOR
MOTOR - FRACTIONAL HP	A.F.G. ABOVE FINISHED GRADE
DISCONNECT SWITCH, FUSED UNLESS OTHERWISE NOTED	CKT CIRCUIT
PULLBOX	E.C. ELECTRICAL CONTRACTOR
SURFACE/PENDANT FIXTURE	GFI GROUND FAULT PROTECTED CIRCUIT OR OUTLET
WALL MOUNTED/BRACKET FIXTURE; + 10"-0" U.O.N.	LFMC LIQUIDTIGHT FLEXIBLE METAL CONDUIT
POLE MOUNTED SITE LIGHT	PVC POLYVINYL CHLORIDE CONDUIT, SCHEDULE 40 UNLESS OTHERWISE NOTED
SPOT OR FLOOD LIGHT	RSC RIGID STEEL CONDUIT
UTILITY REVENUE METER	TELCO TELEPHONE UTILITY COMPANY
SWITCH, S.P.S.T.; + 48" MAXIMUM	U.O.N. UNLESS OTHERWISE NOTED
DUPLEX OUTLET, 20A, 125V, GROUNDED; + 15" MINIMUM	WF ADJACENT TO SYMBOL INDICATES WEATHER PROOF DEVICE
DUPLEX OUTLET, GFI PROTECTED; + 15" MINIMUM	(E) EXISTING ELECTRICAL DEVICE TO REMAIN
DUPLEX OUTLET, DEDICATED CIRCUIT; + 15" MINIMUM	(N) NEW ELECTRICAL DEVICE
SPECIAL OUTLET, RATING AND CONFIGURATION AS NOTED	(RL) RELOCATE EXISTING ELECTRICAL DEVICE PER ELECTRICAL PLAN
JUNCTION BOX; CEILING OR WALL	(RM) REMOVE EXISTING ELECTRICAL DEVICE. PULL OUT ALL WIRING MADE IDLE AND REMOVE EXPOSED, EMPTY CONDUIT. OWNER HAS FIRST RIGHT OF REFUSAL ON ALL EQUIPMENT SALVAGE.
BRANCH CIRCUIT HOMERUN. CROSS HATCHING INDICATES NUMBER OF #12 AWG WIRES WHEN MORE THAN TWO U.O.N.	IN GENERAL - DASHED SYMBOLS DENOTE EXISTING TO REMAIN
TELEPHONE OUTLET; +15" MINIMUM	SYMBOLS INDICATED ABOVE MAY NOT NECESSARILY APPEAR AS PART OF THESE DRAWINGS IF NOT REQUIRED.
GENERATOR ENGINE BLOCK HEATER, 120V	
GENERATOR BATTERY CHARGER, 120V	



MAIN SWITCHBOARD 'MS' ELEVATION

NOT TO SCALE
NOTE: SWITCHBOARD SHALL BE NEMA 3R RATED, 24" DEEP. ALLEN-BRADLEY, G.E., SQUARE D, OR APPROVED EQUAL

48 HOURS
BEFORE EXCAVATING
CALL USA TOLL FREE
800-227-2600
UNDER GROUND SERVICE
ALERT

GARY R. OLSEN, P.E.
4049 N. FRESNO ST
FRESNO, CA 93726
(559) 221-7230
FAX: 221-0507
gary@epsfresno.com

EXP. 9-02
CALIF. EE 8283
DATE: SEPTEMBER 2000
JOB # PP00119
PLTS. SCALE: 1" = 1' (W)
DWG. # PP119ETDMO

PROFESSIONAL ENGINEER
STATE OF CALIFORNIA

ELECTRICAL DEMOLITION AND PHASE 1 SITE PLAN
SCALE: 1/8" = 1'-0"

NOTE:
1) ALL EXISTING EQUIPMENT TO BE REMOVED SHALL BE SALVAGED TO THE CITY OF LINDSAY.

RECORD DRAWING
This record drawing has been prepared in part, based upon information furnished by others. While this information is believed to be reliable, the DESIGN PROFESSIONAL cannot assure its accuracy and thus is not responsible for the accuracy of this record drawing or for any errors or omissions which may have been incorporated into it as a result. Those relying on this record document are advised to obtain independent verification of its accuracy before applying it for any purpose.

SEQUENCE OF WORK

1. CONTRACTOR SHALL COORDINATE WITH SOUTHERN CALIFORNIA EDISON FOR (N) OVERHEAD SERVICE TO (N) MAIN SWITCHBOARD 'MS'
2. CONTRACTOR SHALL INSTALL, CONNECT, AND HAVE ENERGIZED (N) MAIN SWITCHBOARD 'MS' BEFORE ANY DEMOLITION IS PERFORMED.
3. CONTRACTOR SHALL SERVE ALL (E) MCC'S, PANELS, ETC. BEFORE (E) OVERHEAD SERVICE IS REMOVED.
4. CONTRACTOR SHALL REMOVE ALL (E) MCC'S, PANELS, ETC. NOTED ON PLANS TO BE REMOVED AND REFEED (E) LOADS TO REMAIN FROM (N) MAIN SWITCHBOARD 'MS' UPON COMPLETION OF (N) MCC AND CONTROL BUILDING.

WATER FILTRATION PLANT
for
CITY OF LINDSAY
TULARE COUNTY

ELECTRICAL DEMOLITION PLAN

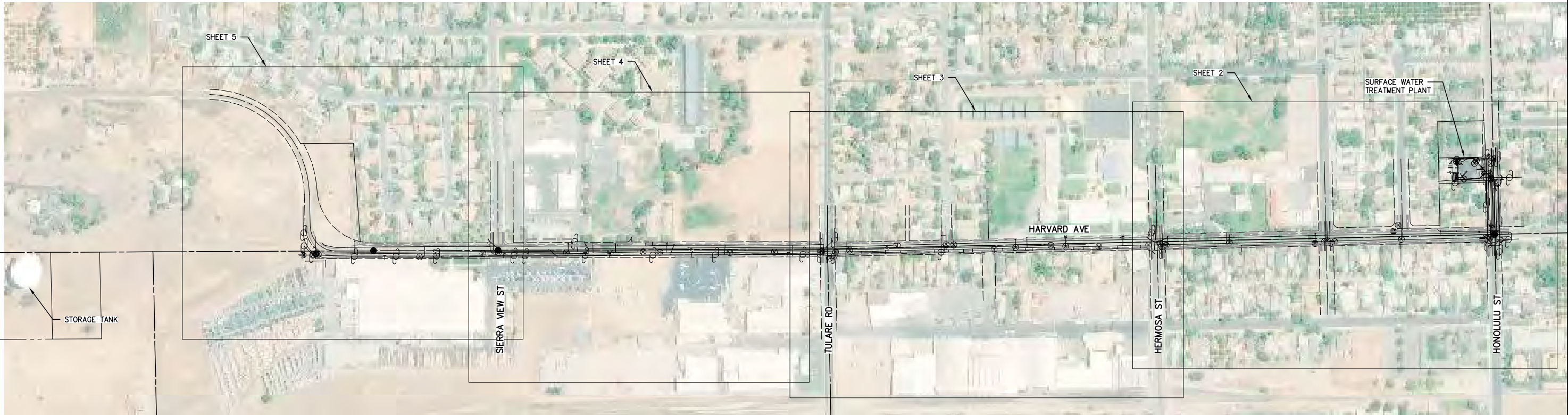
SCALE: 1/8" = 1'-0"
DRAWN BY: BUS
REVISED:
SHEET: E-1 OF 5 SHEETS

DESIGN ENGINEER: GARY R. OLSEN
DATE: SEPTEMBER 2000 E.E. LICENSE NO. 8283

Job No. 9913100
Date Revised:
Approval:

LINE TYPES

EXISTING	LINE TYPE	DESCRIPTION
---	E	ELECTRIC (AERIAL)
---	E	ELECTRIC (BURIED)
○	○	FENCE (CHAIN LINK)
---	G	GAS
---	S	SANITARY SEWER
---	SD	STORM DRAINAGE
---	T	TELEPHONE (AERIAL)
---	T	TELEPHONE (BURIED)
---	W	WATER
---		CENTERLINE
---		PROPERTY LINE
---		RIGHT-OF-WAY
---		SECTION LINE

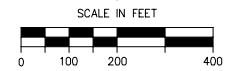


CITY OF LINDSAY SWTP IMPROVEMENTS
 FEASIBILITY STUDY
 COUNTY OF TULARE
 CITY OF LINDSAY
 EXHIBIT 2 - UTILITIES

INDEX SHEET

DESIGN ENGINEER:
 T. JEFFCOACH
 LICENSE NO:

 DRAFTED BY: TCM CHECKED BY: MK
 DATE: 06/05/2020
 JOB NO: 139919009
 PROJECT NO: 139919009
 PHASE: FS



ORIGINAL SCALE SHOWN IS
 ONE INCH. ADJUST SCALE FOR
 REDUCED OR ENLARGED PLANS.

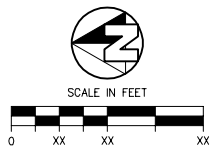
SHEET **1**
 OF **5**



CITY OF LINDSAY SWTP IMPROVEMENTS
 FEASIBILITY STUDY
 COUNTY OF TULARE
 CITY OF LINDSAY
 EXHIBIT 2 - UTILITIES
 SWTP & HONOLULU TO HERMOSA

DESIGN ENGINEER:
 T. JEFFCOACH
 LICENSE NO:

 DRAFTED BY: TCM CHECKED BY: MK
 DATE: 06/05/2020
 JOB NO: 139919009
 PROJECT NO: 139919009
 PHASE: FS



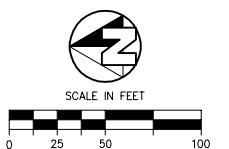
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CITY OF LINDSAY SWTP IMPROVEMENTS
 FEASIBILITY STUDY
 COUNTY OF TULARE
 CITY OF LINDSAY
 EXHIBIT 2 - UTILITIES
 HERMOSA TO TULARE

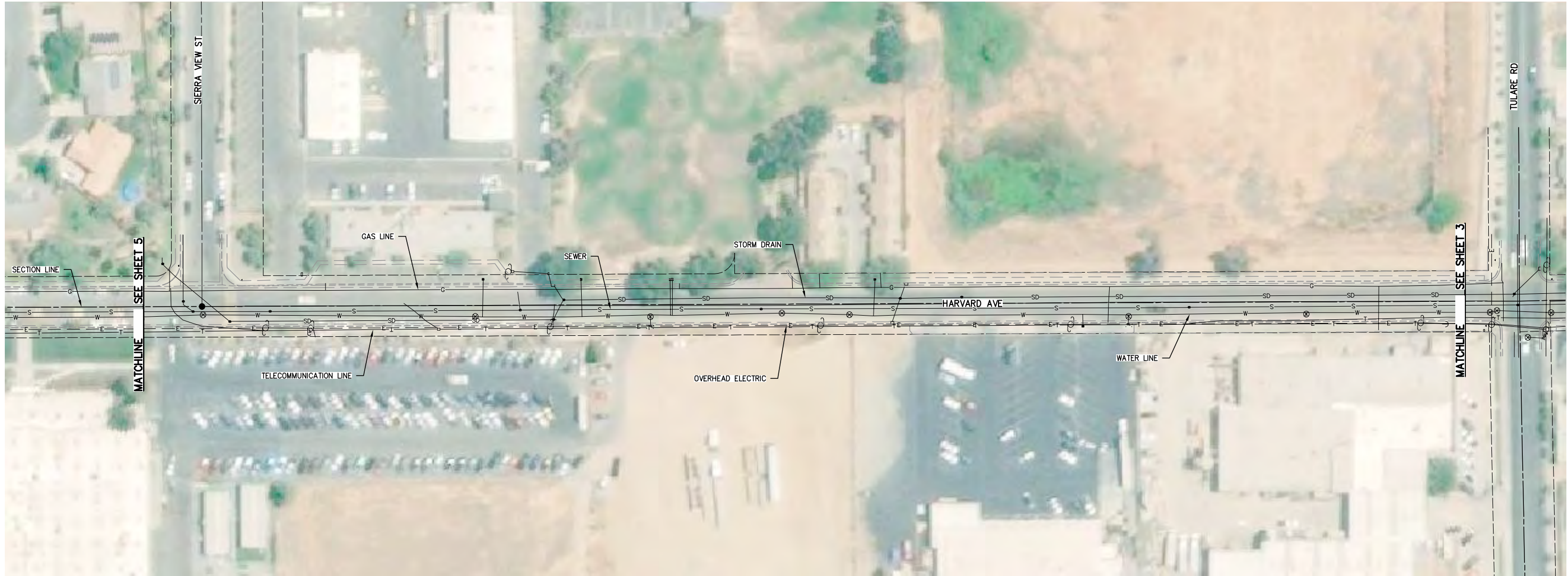
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 OF **5**

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CITY OF LINDSAY SWTP IMPROVEMENTS
 FEASIBILITY STUDY
 COUNTY OF TULARE
 CITY OF LINDSAY
 EXHIBIT 2 - UTILITIES

TULARE TO SIERRA VIEW

DESIGN ENGINEER:
 T. JEFFCOACH
 LICENSE NO:

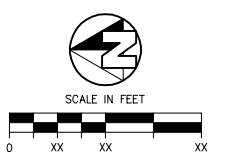
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JOB NO: 139919009
 PROJECT NO: 139919009

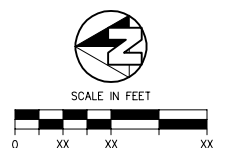
PHASE: FS

0 1"
 ORIGINAL SCALE SHOWN IS
 ONE INCH. ADJUST SCALE FOR
 REDUCED OR ENLARGED PLANS.

SHEET **4**
 OF **5**

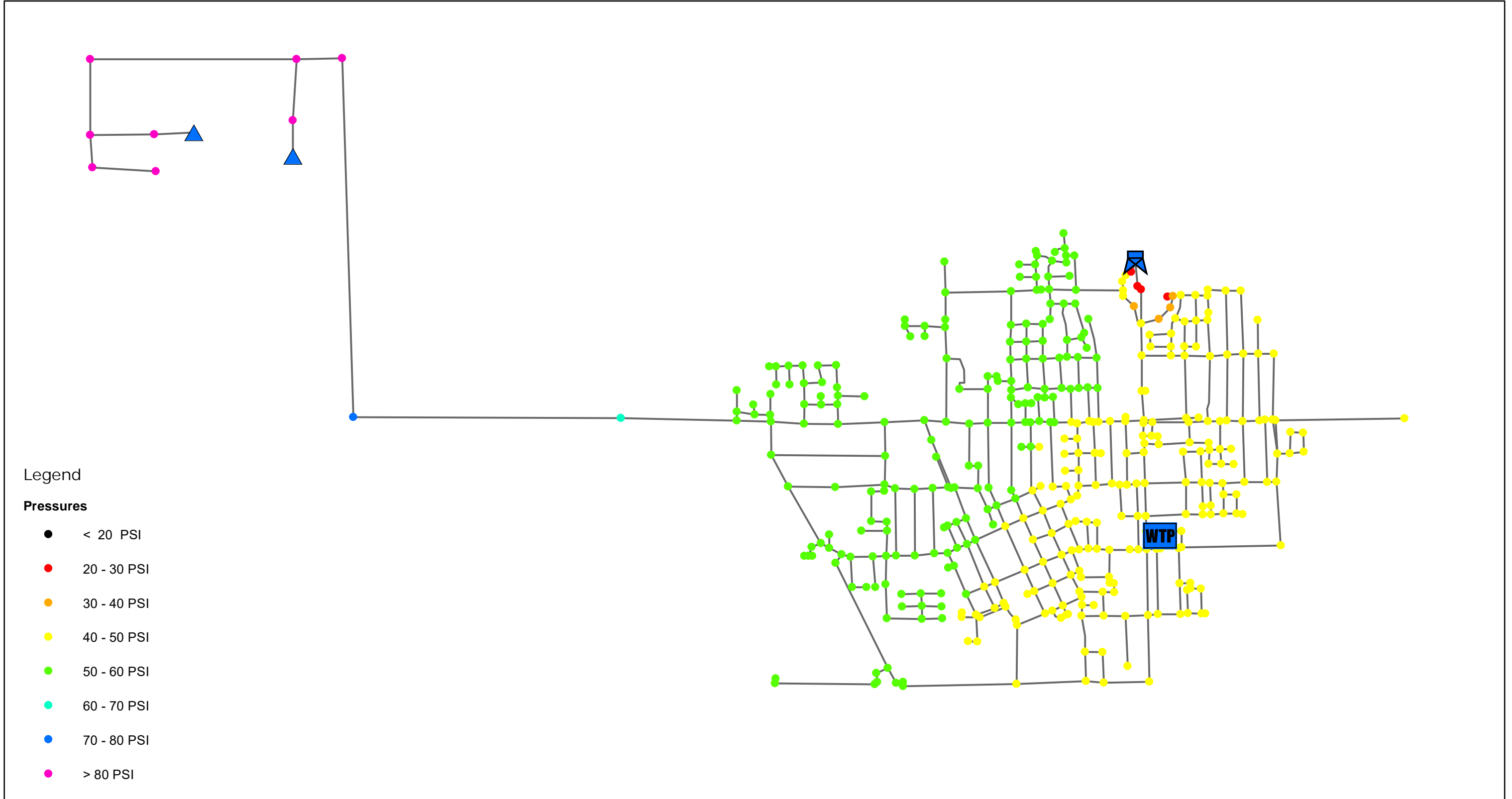


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CITY OF LINDSAY SWTP IMPROVEMENTS
 FEASIBILITY STUDY
 COUNTY OF TULARE
 CITY OF LINDSAY
 EXHIBIT 2 - UTILITIES

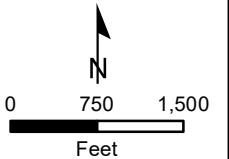
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DATE: 06/05/2020	
JOB NO: 139919009	
PROJECT NO: 139919009	
PHASE: FS	
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SHEET 5	
OF 5	



Legend

Pressures

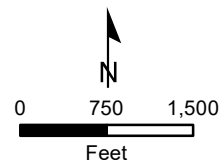
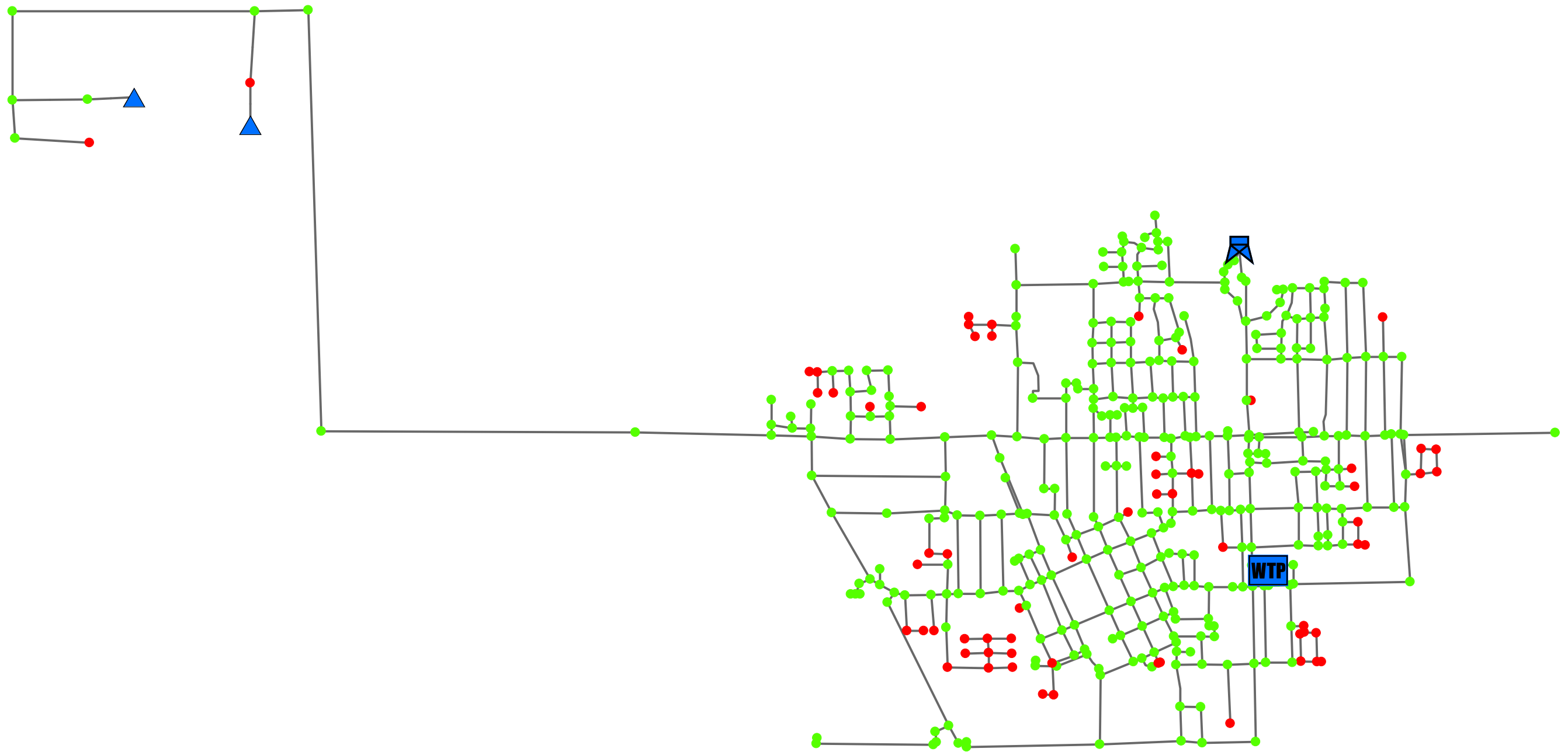
- < 20 PSI
- 20 - 30 PSI
- 30 - 40 PSI
- 40 - 50 PSI
- 50 - 60 PSI
- 60 - 70 PSI
- 70 - 80 PSI
- > 80 PSI



- WTP
- Existing Well
- Tank
- Pipes

Existing PHD
 SWTP Feasibility Study
 City of Lindsay
Exhibit 3

MDD = 3,312 GPM
 Minimum Fire Flow = 2,000 GPM
 Minimum Residual Pressure = 20 PSI



WTP



Existing Well



Tank



Pipes

Fire Flow Results

● Does Not Meet Requirements

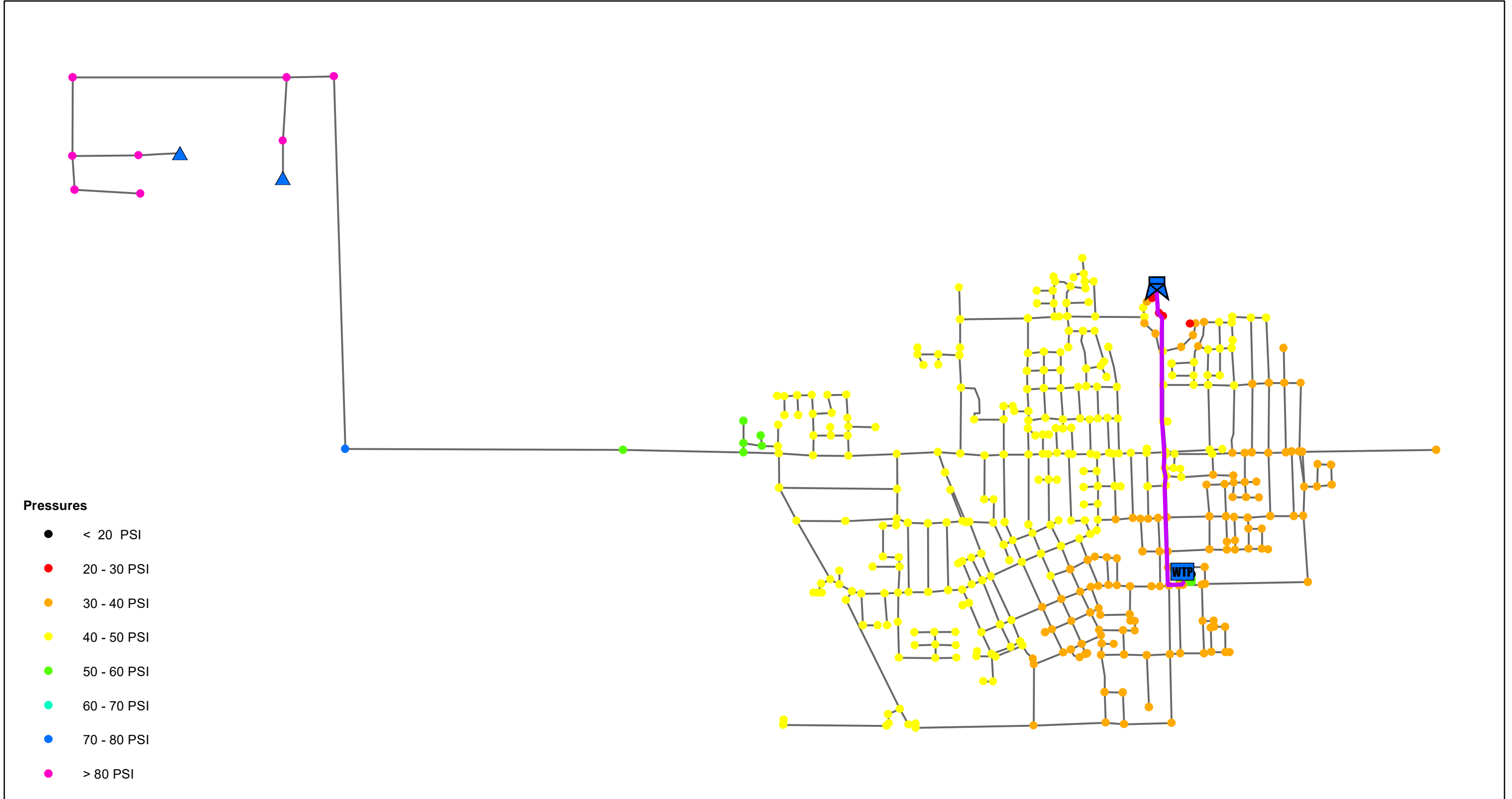
● Meets Requirements

Existing MDD+FF

SWTP Feasibility Study

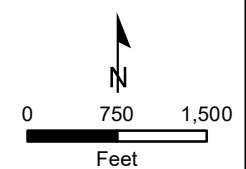
City of Lindsay

Exhibit 4



Pressures

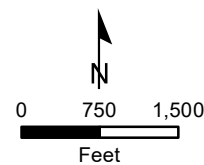
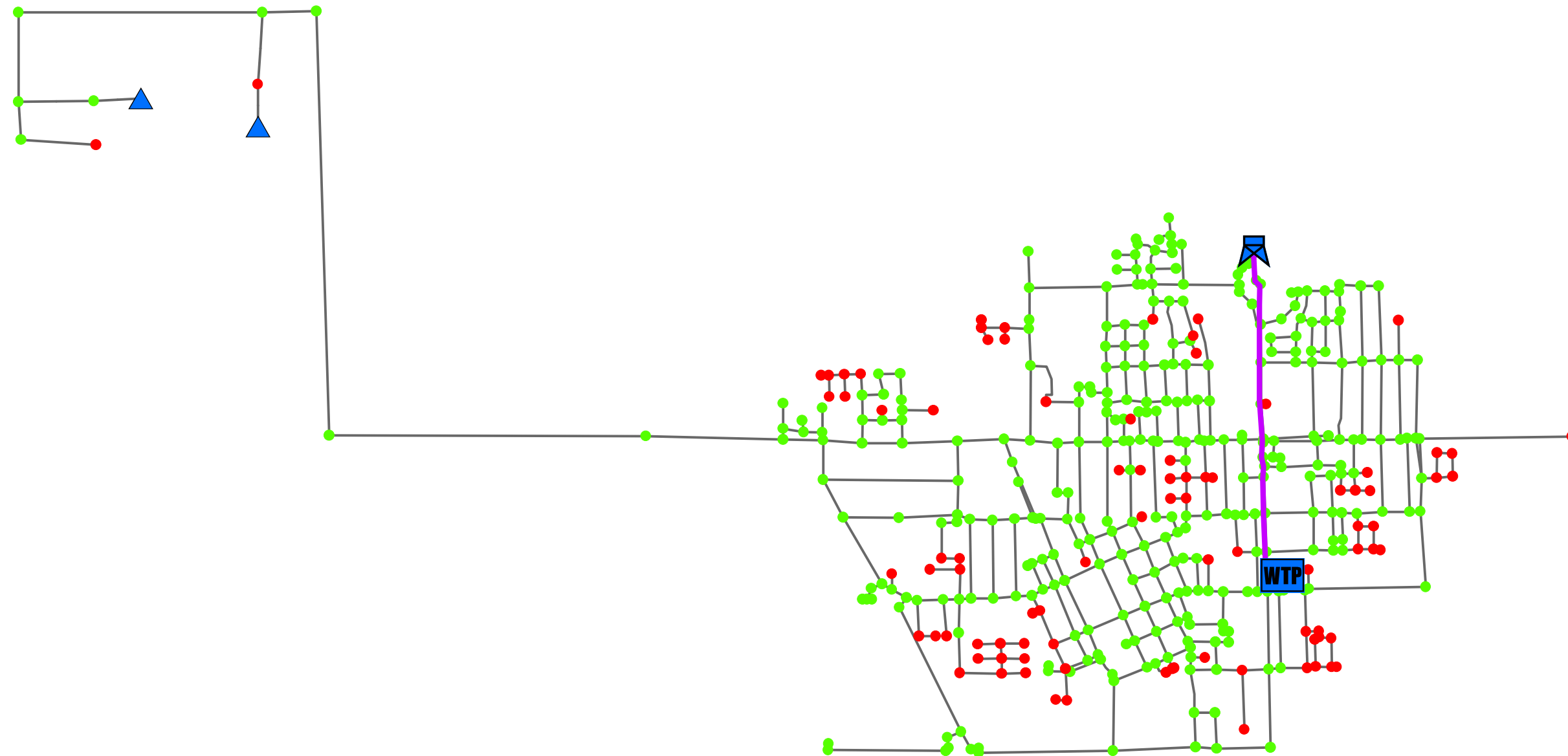
- < 20 PSI
- 20 - 30 PSI
- 30 - 40 PSI
- 40 - 50 PSI
- 50 - 60 PSI
- 60 - 70 PSI
- 70 - 80 PSI
- > 80 PSI



- WTP
- Existing Well
- Tank
- 18-Inch Transmission Main
- Pipes

**Proposed 18-Inch
Transmission Main PHD**
SWTP Feasibility Study
City of Lindsay
Exhibit 5

MDD = 3,312 GPM
 Minimum Fire Flow = 2,000 GPM
 Minimum Residual Pressure = 20 PSI



WTP



Existing Well



Tank



18-Inch Transmission Main



Pipes

Fire Flow Results

● Does Not Meet Requirements

● Meets Requirements

**Proposed 18-Inch
 Transmission Main MDD+FF**

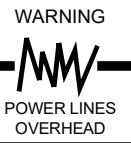
SWTP Feasibility Study

City of Lindsay

Exhibit 6



Know what's below.
Call before you dig.



PROPERTY LINE

(E) CHAIN LINK FENCE

(E) STORM DRAIN

CITY OF LINDSAY SURFACE WATER TREATMENT PLANT

(E) SEWER

(P) STATIC MIXER

(P) CHLORINE INJECTION VAULT

(P) CHLORINATION STORAGE LOCATION AND ENCLOSURE

(E) GAS LINE

HONOLULU ST

(E) TELEPHONE WIRE

(E) SEWER

FROM FILTERS

TO FILTERS

(E) STORM DRAINS

FROM FILTERS

FROM FILTERS

(P) LOCATION FOR CHLORINE ANALYZER & SHELTER

(E) CLARIFIER

(E) LAB

(E) WATER LINE

RAW WATER FROM CANAL TURNOUT



SCALE IN FEET



2020-07-28 City Council Meeting Agenda Page 225

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PRELIMINARY
NOT FOR CONSTRUCTION
6/25/20

FOR REVIEW ONLY

CITY OF LINDSAY SWTP IMPROVEMENTS
FEASIBILITY STUDY
COUNTY OF TULARE
CITY OF LINDSAY

EXHIBIT 7 - SCHEMATIC DESIGN
SITE LAYOUT

EST. 1928
PROVOST & PRITCHARD
CONSULTING GROUP
An Employee Owned Company
286 WEST CROMWELL AVENUE
FRESNO, CALIFORNIA 93711-6162
559/449-2100 FAX 559/449-2710
www.ppsg.com

DESIGN ENGINEER:
T. JEFFCOACH
LICENSE NO:
DRAFTED BY:
TCM
CHECKED BY:
MK
DATE: 5/7/2020
JOB NO: 139919009
PROJECT NO: 139919009
PHASE: FS

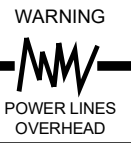
ORIGINAL SCALE SHOWN IS ONE INCH. ADJUST SCALE FOR REDUCED OR ENLARGED PLANS.

SHEET 1 OF 2

6/25/2020 12:04 PM G:\tulare-county-ar-1399\139919009-P05 City of Lindsay\300 CAD\340 Sheet Sets\99_Exhibits\7 SITE LAYOUT.dwg - Taylor Muell



Know what's below.
Call before you dig.



(E) CLARIFIER

(E) ASPHALT CONCRETE

APPROX. LOCATION OF
(E) 16" TREATED
WATER EFFLUENT LINE

(P) WATER SUPPLY FOR
EYEWASH & SHOWER STATION

(E) 8" SLUDGE LINE

(P) EYE WASH &
SHOWER STATION

(P) CHEMICAL ENCLOSURE

(P) CHLORINE PUMPS

(P) CHLORINE
INJECTION VAULT

(P) SODIUM HYPOCHLORITE
INJECTION LINE 2" EPVC
W/ 1/2" TUBING

(E) PANEL
120/240V-1φ

(E) "TELEMETRY" PANEL
(CONTROLS CANAL PUMPS)

(E) CHART RECORDERS

(E) CHLORINE
ANALYZERS

(E) CHART RECORDERS

(P) STATIC MIXER

(E) CHEMICAL BUILDING

(E) CHEMICAL INJECTION
ACCESS VAULT

(E) LAB

(E) SLUDGE LINE
ACCESS VAULT

RELOCATE WALK GATE

REMOVE (E) WALK GATE
AND REPLACE WITH
CHAIN LINK FENCE

(P) CONCRETE
SIDEWALK EXTENSION

(E) SURFACE WATER
INFLUENT LINE

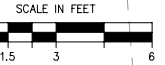
(E) PLANT EFFLUENT
WATER METER VAULT

(P) BOLLARDS

(E) 8" SANITARY
SEWER LINE

TO (E) STORM DRAIN

TO TREATED WATER
DISTRIBUTION



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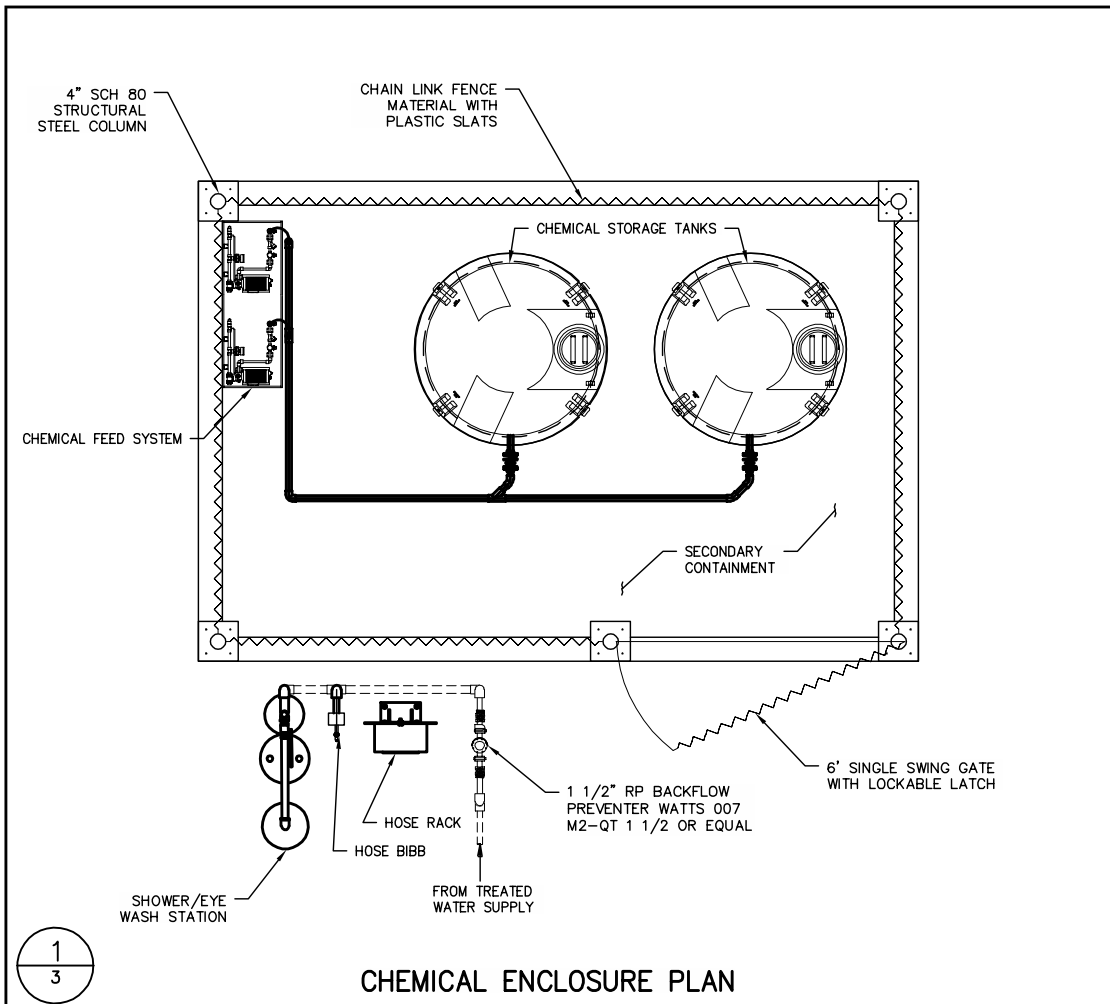
PRELIMINARY NOT FOR CONSTRUCTION 6/25/20	REVISION	BY	DATE
	No.		

FOR REVIEW ONLY

CITY OF LINDSAY SWTP IMPROVEMENTS
FEASIBILITY STUDY
COUNTY OF TULARE
CITY OF LINDSAY
EXHIBIT 7 - SCHEMATIC DESIGN
SCHEMATIC DESIGN

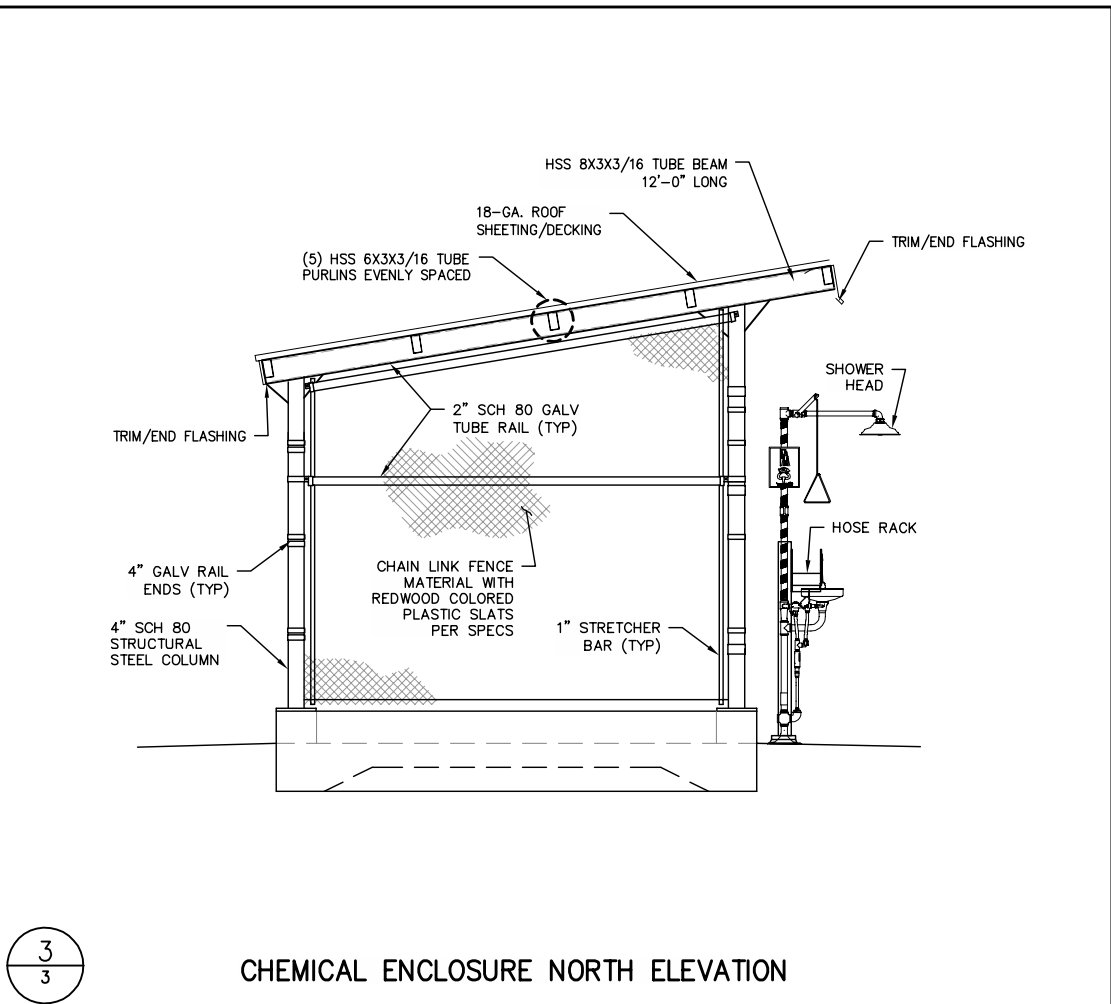
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559/449-2700 559/449-2710
www.ppsg.com

DESIGN ENGINEER: T. JEFFCOACH	CHECKED BY: MK
LICENSE NO.:	
DRAFTED BY: TCM	CHECKED BY: MK
DATE: 5/7/2020	
JOB NO: 139919009	
PROJECT NO: 139919009	
PHASE: FS	
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SHEET 2	OF 2



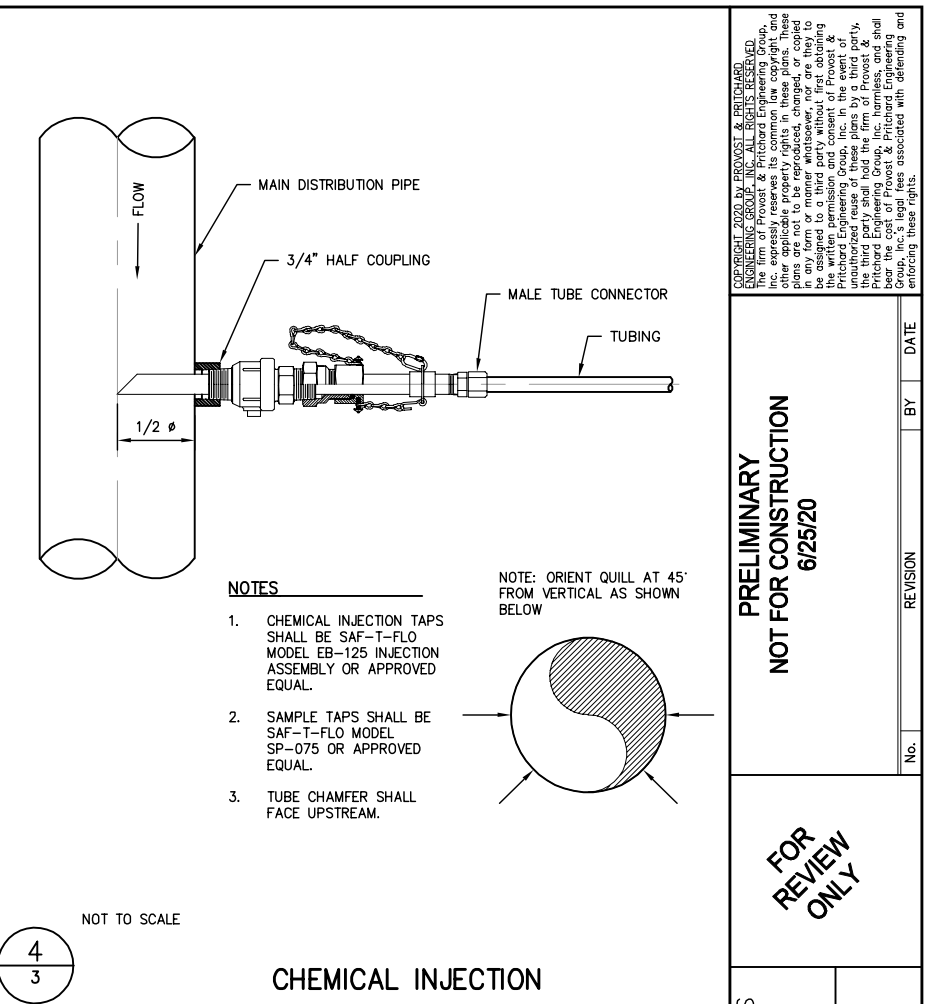
CHEMICAL ENCLOSURE PLAN

1/3



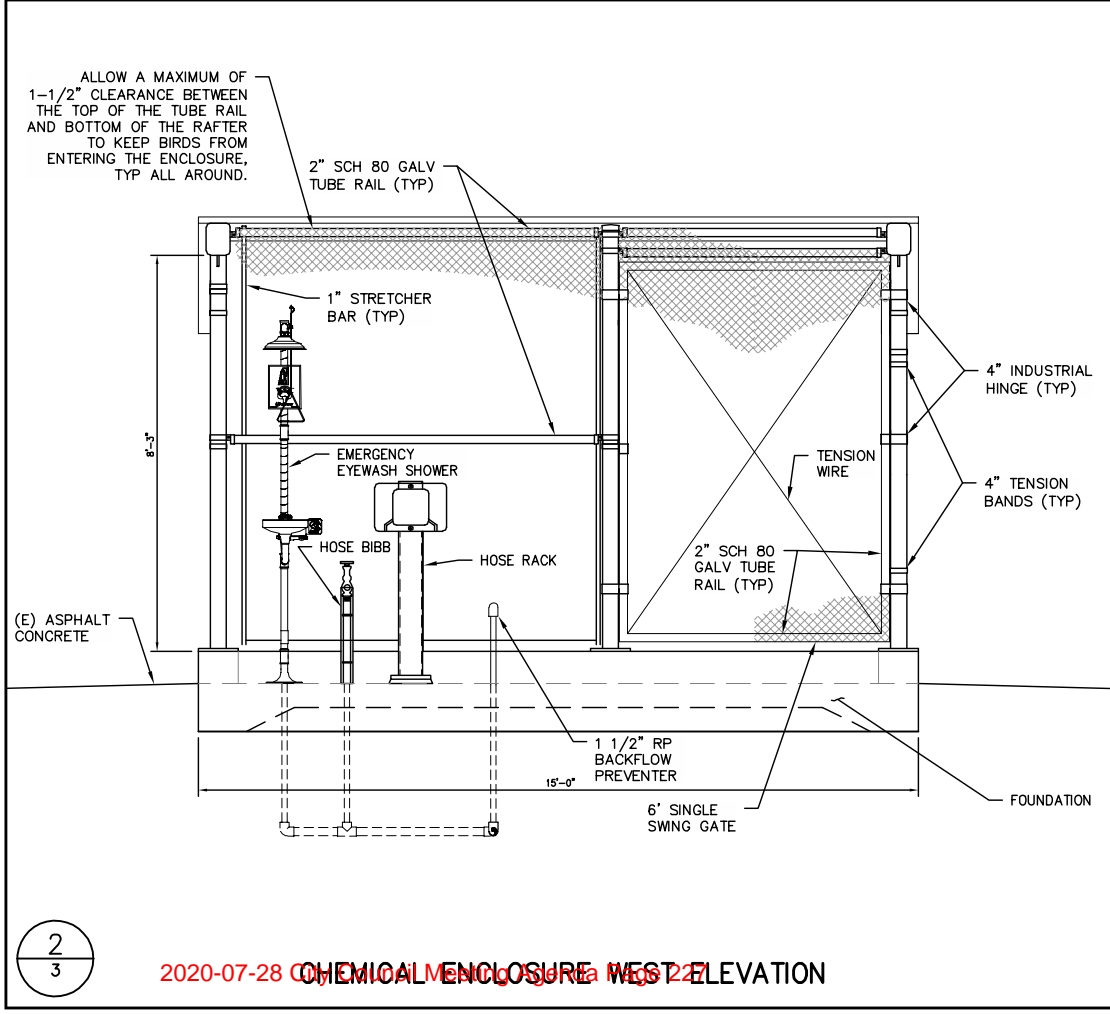
CHEMICAL ENCLOSURE NORTH ELEVATION

3/3



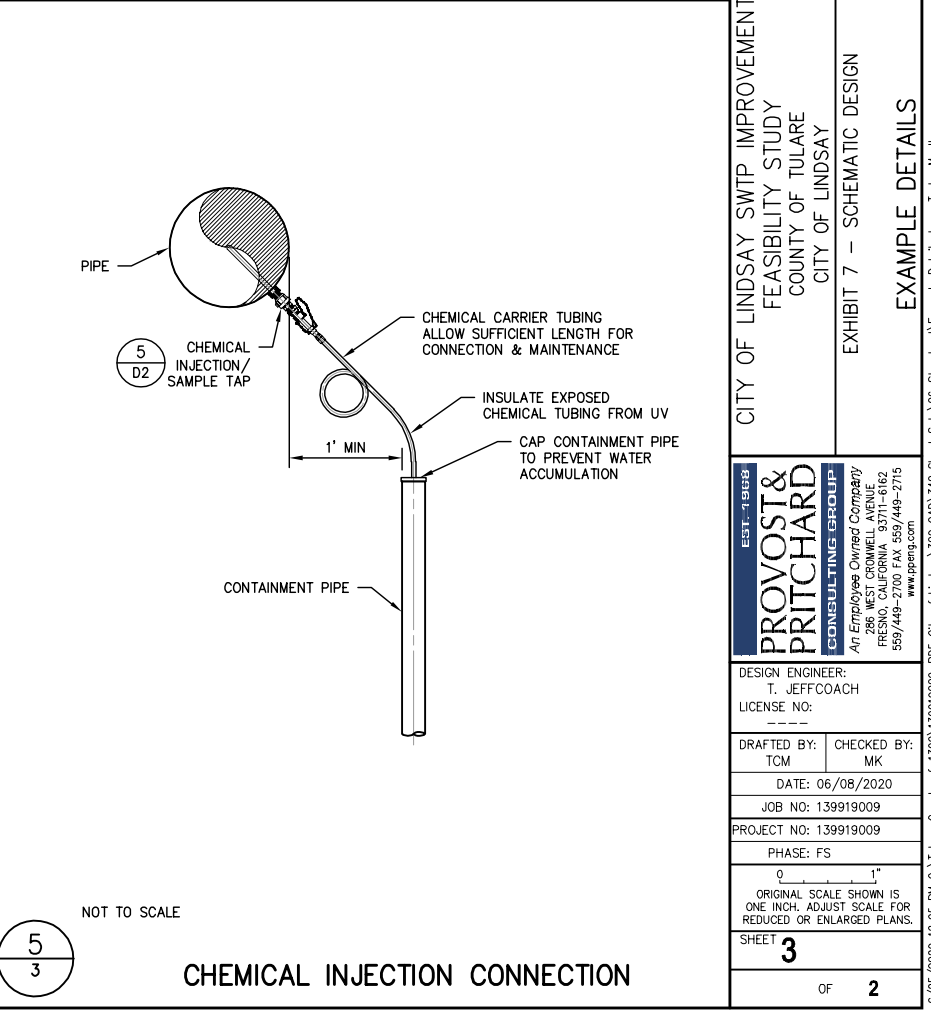
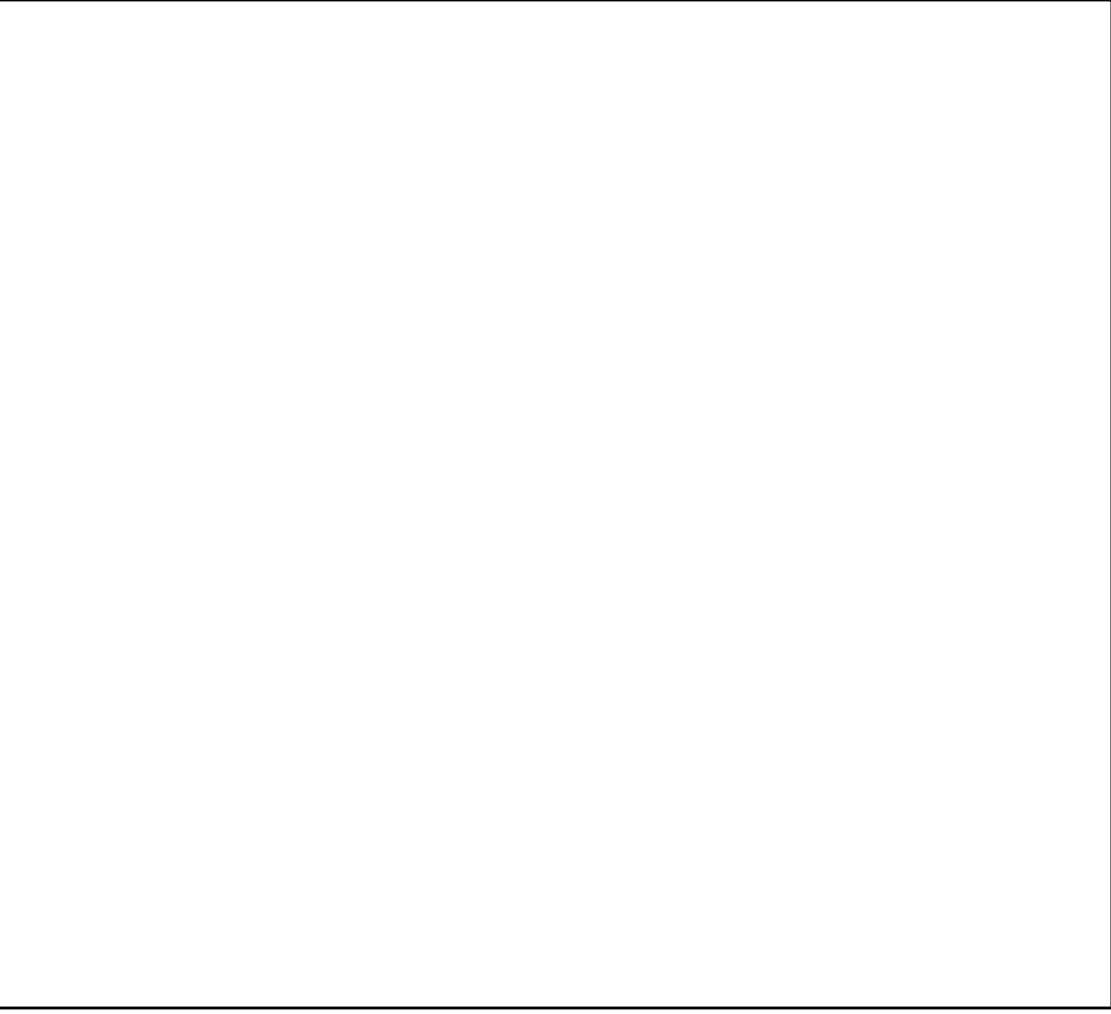
CHEMICAL INJECTION

4/3



CHEMICAL ENCLOSURE WEST ELEVATION

2/3



CHEMICAL INJECTION CONNECTION

5/3

CITY OF LINDSAY SWTP IMPROVEMENTS
 FEASIBILITY STUDY
 COUNTY OF TULARE
 CITY OF LINDSAY
 EXHIBIT 7 - SCHEMATIC DESIGN
 EXAMPLE DETAILS
 6/25/2020 12:05 PM G:\Julare_County\01-1399\139919009-P05_Sheet_Sets\06_Structure\Example Details.dwg - Taylor Muell

DESIGN ENGINEER: T. JEFF COACH LICENSE NO: _____	CHECKED BY: MK
DRAFTED BY: TCM	CHECKED BY: MK
DATE: 06/08/2020	
JOB NO: 139919009	
PROJECT NO: 139919009	
PHASE: FS	
ORIGINAL SCALE SHOWN IS ONE INCH. ADJUST SCALE FOR REDUCED OR ENLARGED PLANS.	
SHEET 3 OF 2	

PRELIMINARY
 NOT FOR CONSTRUCTION
 6/25/20

FOR REVIEW ONLY

NOTES:
 1. CHEMICAL INJECTION TAPS SHALL BE SAF-T-FLO MODEL EB-125 INJECTION ASSEMBLY OR APPROVED EQUAL.
 2. SAMPLE TAPS SHALL BE SAF-T-FLO MODEL SP-075 OR APPROVED EQUAL.
 3. TUBE CHAMFER SHALL FACE UPSTREAM.

NOTE: ORIENT QUILL AT 45° FROM VERTICAL AS SHOWN BELOW

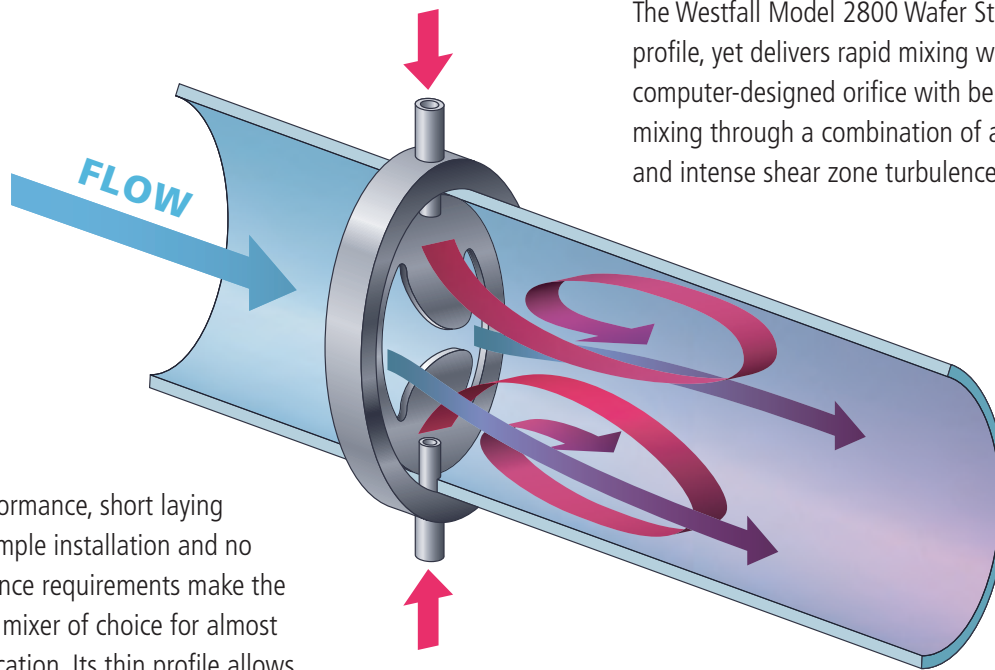


Model 2800

Wafer Style Static Mixer

PATENT NO. 5,839,828

Space Saving Mixer Offers Superior Mixing & Low Headloss



The Westfall Model 2800 Wafer Style Static Mixer has a slim profile, yet delivers rapid mixing with very low headloss. Its computer-designed orifice with bent tabs generates complete mixing through a combination of alternate vortex shedding and intense shear zone turbulence.

High performance, short laying length, simple installation and no maintenance requirements make the 2800 the mixer of choice for almost any application. Its thin profile allows it to be air shipped anywhere in the world at relatively low cost. It is the space-saving and money-saving solution for any installation.

Advantages



- Excellent Mixing
- Low Cost
- Short Laying Length
- Integral Injection Fittings
- Low Headloss
- Easy Installation
- Long Service Life
- No Maintenance Requirements
- No Moving Parts
- Available in pipe diameters up to 120"
- Available in Any Material:

PVC, FRP, 316 Stainless Steel,

Titanium, Kynar, Teflon, etc.

Typical Applications

If you operate any of the following processes, you could benefit from installing Westfall Model 2900 Variable Flow Static Mixers:

- ◆ Water Treatment
- ◆ Chemical Blending
- ◆ Dissolving Gases
- ◆ Polymer Blending
- ◆ Flocculant Blending
- ◆ pH Control
- ◆ Potable Water
- ◆ Waste Water
- ◆ Chlorination
- ◆ De-Chlorination



Westfall Model 2800 Static Mixer in-line at Sebago Lake Water Treatment Facility.

Clean Water Plant Conversion Project In Maine

The Portland Water District needed to convert a major chlorine gas feed system to liquid sodium hypochlorite to eliminate hazards and enhance chlorine residual throughout the distribution system. Problems included limited available head in the main between the ozone contactor and the clearwell, low velocities and limited laying length and mixing zone. Engineering company Wright-Pierce Civil and Environmental Engineering Services selected a Westfall Model 2800 60-inch mixer for the application.

Upon commissioning of the new mixer, the treatment staff noticed an immediate and significant improvement in chlorine residuals. Wright-Pierce's Senior Project manager, Robert J. Williamson, says, "The Westfall mixer stabilized chlorine residual levels in the clearwell over the full range of plant flows. As a result the District has seen an increase and stabilization in residuals further out into the distribution system." Even in spring, when in the past the plant typically dealt with its worst oscillations in pH and chlorine residual, personnel reported "rock steady residual numbers".



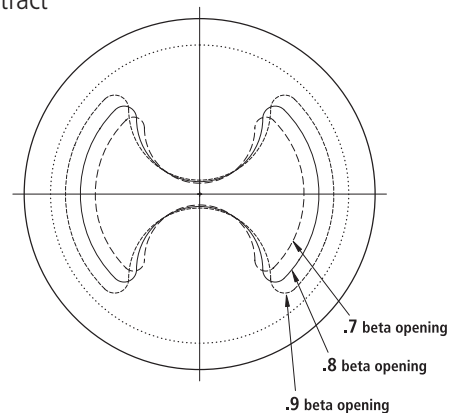
The thin profile of the Westfall Model 2800 mixer makes it feasible to air ship anywhere in the world. The short laying length is a fraction of traditional mixers, making it less costly to produce, ship, install and maintain.



72" diameter Westfall Model 2800 mixer, shipped with integral gasket and pre-drilled flange, requiring less heavy equipment for installation.

Simple, Elegant Design Does the Job Efficiently

The Westfall Model 2800 Static Mixer features a uniquely shaped orifice with two bent tabs. The orifice and the angle of the tabs were computer designed and tested to arrive at the optimal shape for mixing with minimal headloss. There are no moving parts to service or attract residue. Suitable for a wide range of applications, the 2800 is highly effective, compact and economical.



Florida Facility Needed Compact Performer

A municipal water treatment facility in Florida needed a mixer that could do the job where space was at a premium. The budget was tight and quality specifications had to be met. The Westfall Model 2800 provided the answer.



The mixer arrived with pre-applied gasket and pre-drilled flange for easy installation.

Arizona Treatment Plant Installs Model 2800 Mixers in Special Materials

When Currier Construction Inc. built a water treatment plant West of Tucson, they required mixers that could hold their own against the caustic chemicals – Chlorine Sodium Hypochlorite, Sulfuric Acid and Sodium Hydroxide – used to correct pH, chlorinate, disinfect and oxidate.

They installed two 8" and two 6" Westfall Model 2800 Mixers, one made of PVC, with CPVC corp-stop and a PVC solution tube diffuser, and the others made of 25% Glass filled PTFE (Teflon®) with corp-stops and solution tube diffusers made of PVDF (Kynar®). The gaskets are all EPDM.

Chuck Reading of REACO Associates LLC says, "Westfall supplied the corp-stops and solution tube diffusers, fitting them and trimming the tubes to the precise spot at the center of the tab of the mixer," to facilitate optimal mixing.

Four Westfall Model 2800 Mixers are integral to the system that pre-treats the raw water before it is fed into the filtration tanks for arsenic treatment.



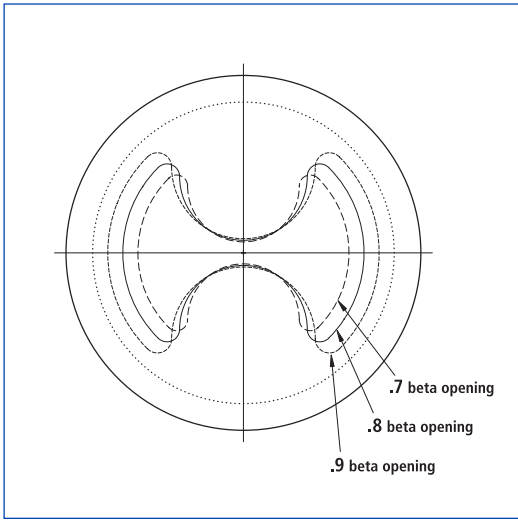
The six- and eight-inch diameter Westfall 2800 mixers used in this plant in Ajo, Arizona, have laying lengths between 2.678" and 3", depending on the corp-stop being used.

FIXED
K VALUES

.7 Beta: K = 32.59
.8 Beta: K = 13.63
.9 Beta: K = 6.78

See Our Web Site for Our Complete Product Line, Including:

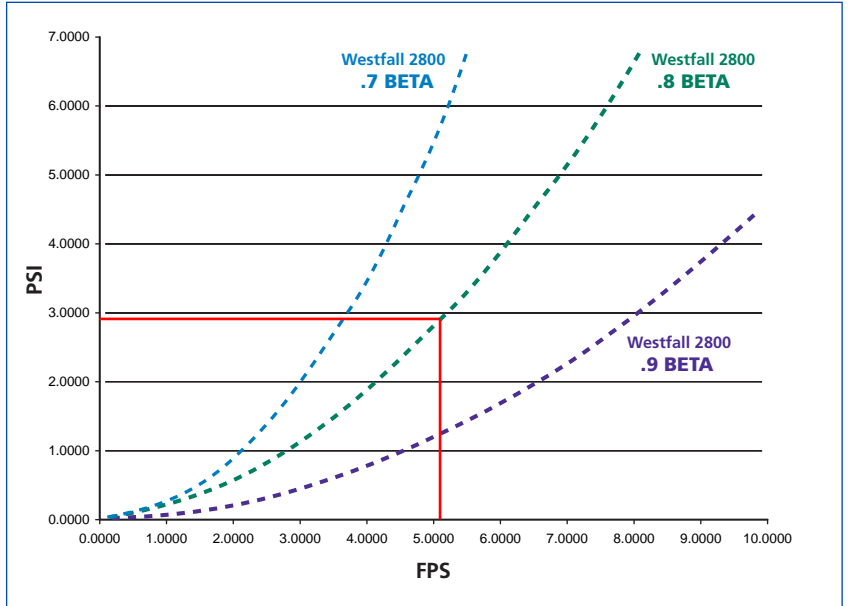
- The Model 2850 Inline Static Mixer was designed for applications requiring precision chemical blending. The 2850 consists of a Model 2800 Mixer plate built into a custom spool piece to fit any size laying length.
- The Model 2900 Variable Flow Mixer was designed to accommodate situations where flow rate fluctuates widely.



Westfall 2800 Standard Mixer Sizes

Standard and Custom Designs and Materials

- Materials of Construction: PVC, FRP, 316 Stainless Steel, Titanium, etc.
- Custom materials and configurations are available.
- Mixer plates are offered in 0.7 – 0.9 -Beta ratios

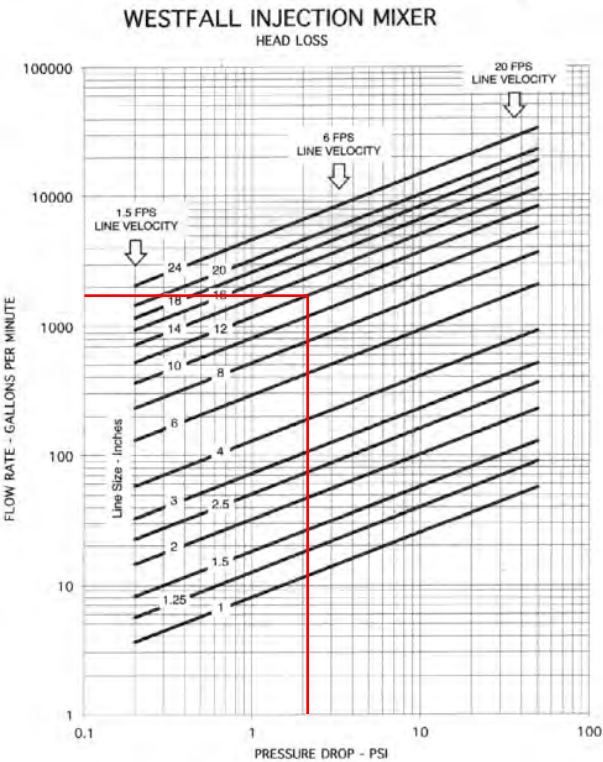


Mixer Plate Beta Openings

Alden laboratory CoV = .008 for .7 beta ratio with excellent mixing at 1-3 FPS
 Alden laboratory CoV = .009 for .8 beta ratio with excellent mixing at 3-8 FPS
 Alden laboratory CoV = .050 for .9 beta ratio with excellent mixing at 8-11 FPS
 CoV = standard deviation of the test data divided by the average of the test data



Visit www.westfallmfg.com



White Papers

- Naval Undersea Warfare Center (NUWC) Hydrodynamics Evaluation
- Alden Research Laboratory, Inc. Mixing Tests of 6" Static Mixer

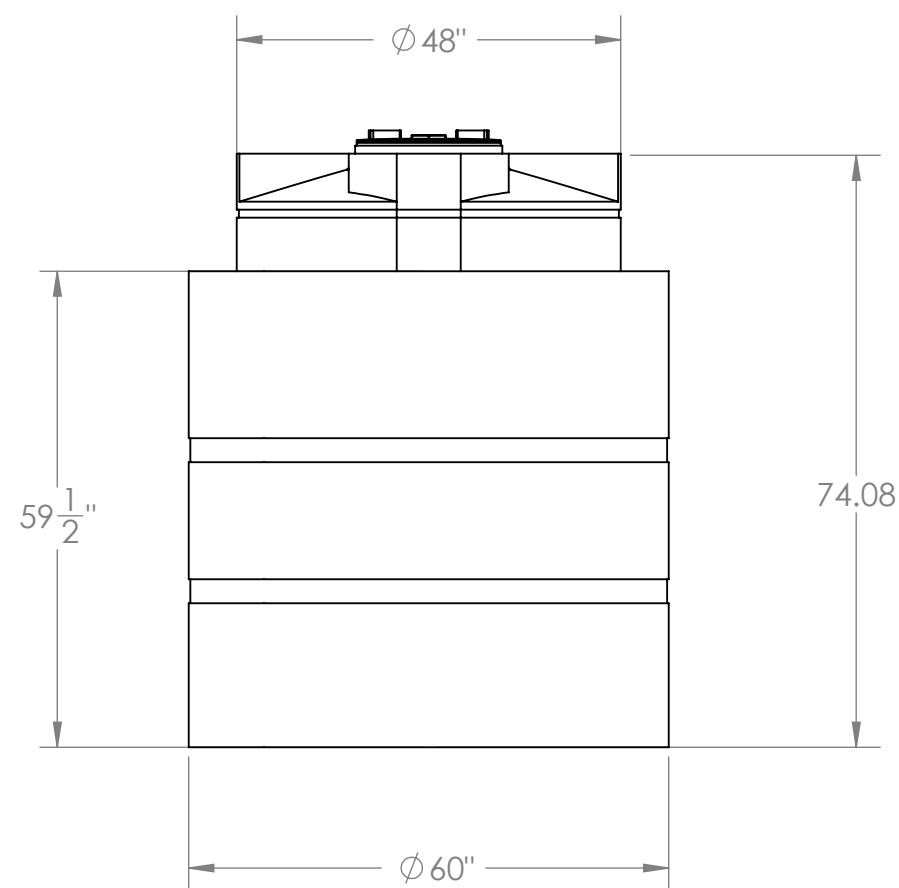
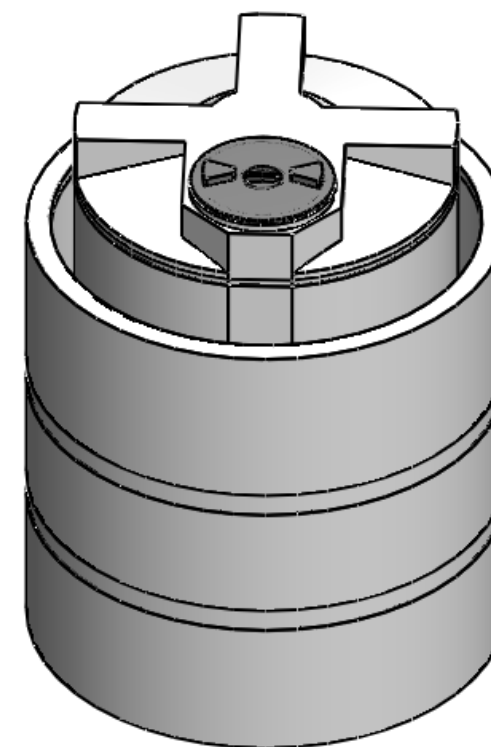
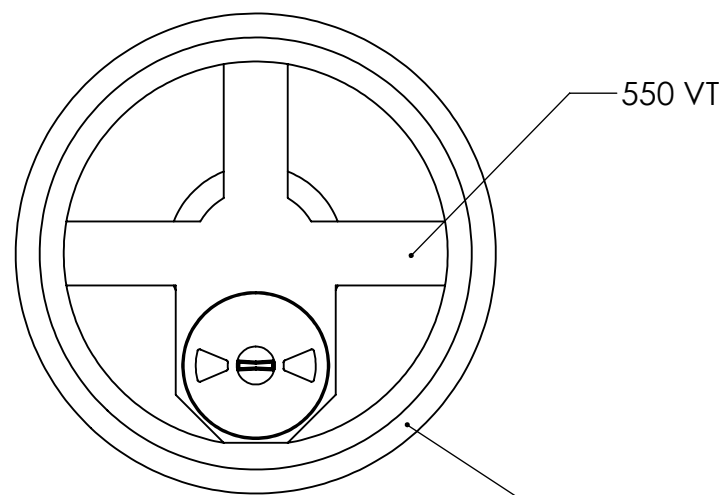


Westfall's Model 2800
 Solving Pipe Line Mixing since 1995

Westfall Manufacturing Company

15 Broad Common Road • Bristol, RI 02809-2733
 Voice: Toll Free: 888-928-3747 or 401-253-3799
 Fax: 401-253-6530 • E-mail: info@westfallmfg.net
www.westfallmfg.com

Westfall Innovates – Others Imitate



NOTES:

1. MATERIAL: HDPE
2. PRIMARY TANK: STD. = 2.0 S.G. 100 LBS
3. CONTAINMENT: STD. = 1.5 S.G. 120 LBS
4. SHIPPING WEIGHT: 220 LBS.

PROPRIETARY AND CONFIDENTIAL
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		UNLESS OTHERWISE SPECIFIED:	NAME	DATE	CUSTOM ROTO-MOLDING, INC.			
		DIMENSIONS ARE IN INCHES	DRAWN	EBW		7-16-10		
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		ANGULAR: MACH ± BEND ±	MFG APPR.					
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		DO NOT SCALE DRAWING						

STAFF REPORT



TO: LINDSAY CITY COUNCIL
DATE: July 28, 2020
AGENDA #: 10
FROM: Joseph M. Tanner, City Manager

Designate a voting delegate and alternate(s) for the 2020 League of California Cities Annual Conference

ACTION Approve by minute order

PURPOSE

- Statutory/Contractual Requirement
- Council Vision/Priority
- Discretionary Action
- Plan Implementation

OBJECTIVE(S)

- Live in a safe, clean, comfortable and healthy environment.
- Increase our keen sense of identity in a connected and involved community.
- Nurture attractive residential neighborhoods and business districts.
- Dedicate resources to retain a friendly, small-town atmosphere.
- Stimulate, attract and retain local businesses.
- Advance economic diversity.
- Yield a self-reliant city government that provides effective, basic services.

RECOMMENDATION

Staff recommends that the City Council take the following actions:

- 1) Designate a voting delegate and voting alternate(s) for the 2020 League of California Cities Annual Conference scheduled to take place on October 7-9, 2020; and
- 2) Direct Staff to complete the Voting Delegate Form (Attachment 1) to be mailed to the League's Sacramento office.

BACKGROUND | ANALYSIS

Appointment of a voting delegate and alternate(s) must be made each year in order to take part in the voting at the Annual Business Meeting. In addition to a voting delegate, the City Council may also appoint up to two alternate delegates, one of whom may vote in the event that the designated delegate is unable to serve in that capacity.

The League of California Cities Annual Conference is scheduled for October 7-9, 2020. The Annual Business Meeting is scheduled for Friday, October 9, 2020.

At this meeting the League membership considers and takes actions on resolutions that establish League policy.

STAFF REPORT



TO: LINDSAY CITY COUNCIL
DATE: July 28, 2020
AGENDA #: 10
FROM: Joseph M. Tanner, City Manager

The City Council has the following alternatives:

- 1) Designate a voting delegate and alternate(s); or
- 2) Not participate in the 2020 League of California Cities Annual Business Meeting.

BENEFIT TO OR IMPACT ON CITY RESOURCES

This item is informational only and has no direct fiscal impact.

ENVIRONMENTAL REVIEW

- Not required by CEQA
 If required by CEQA:

POLICY ISSUES

- No policy issues
 Policy issues:

PUBLIC OUTREACH

- Posted in this agenda
 Additional public outreach:

ATTACHMENT

2020 Annual Conference Voting Delegate/Alternate Form



Council Action Advised by August 31, 2020

June 30, 2020

TO: Mayors, City Managers and City Clerks

**RE: DESIGNATION OF VOTING DELEGATES AND ALTERNATES
League of California Cities Annual Conference & Expo – October 7 – 9, 2020**

The League's 2020 Annual Conference & Expo is scheduled for October 7 – 9. An important part of the Annual Conference is the Annual Business Meeting (during General Assembly) on Friday, October 9. At this meeting, the League membership considers and takes action on resolutions that establish League policy.

In order to vote at the Annual Business Meeting, your city council must designate a voting delegate. Your city may also appoint up to two alternate voting delegates, one of whom may vote in the event that the designated voting delegate is unable to serve in that capacity.

Please complete the attached Voting Delegate form and return it to the League's office no later than Wednesday, September 30. This will allow us time to establish voting delegate/alternate records prior to the conference.

Please note the following procedures are intended to ensure the integrity of the voting process at the Annual Business Meeting. These procedures assume that the conference will be held in-person at the Long Beach Convention Center as planned. Should COVID-19 conditions and restrictions prohibit the League from holding an in-person conference, new procedures will be provided.

- **Action by Council Required.** Consistent with League bylaws, a city's voting delegate and up to two alternates must be designated by the city council. When completing the attached Voting Delegate form, please attach either a copy of the council resolution that reflects the council action taken, or have your city clerk or mayor sign the form affirming that the names provided are those selected by the city council. Please note that designating the voting delegate and alternates must be done by city council action and cannot be accomplished by individual action of the mayor or city manager alone.
- **Conference Registration Required.** The voting delegate and alternates must be registered to attend the conference. They need not register for the entire conference; they may register for Friday only. Conference registration will open by the end of July at www.cacities.org. In order to cast a vote, at least one voter must be present at the Business Meeting and in possession of the voting delegate card. Voting delegates and alternates need to pick up their conference badges before signing in and picking up the voting delegate card at the Voting Delegate Desk. This will enable them to receive the

special sticker on their name badges that will admit them into the voting area during the Business Meeting.

- **Transferring Voting Card to Non-Designated Individuals Not Allowed.** The voting delegate card may be transferred freely between the voting delegate and alternates, but *only* between the voting delegate and alternates. If the voting delegate and alternates find themselves unable to attend the Business Meeting, they may *not* transfer the voting card to another city official.
- **Seating Protocol during General Assembly.** At the Business Meeting, individuals with the voting card will sit in a separate area. Admission to this area will be limited to those individuals with a special sticker on their name badge identifying them as a voting delegate or alternate. If the voting delegate and alternates wish to sit together, they must sign in at the Voting Delegate Desk and obtain the special sticker on their badges.

The Voting Delegate Desk, located in the conference registration area of the Long Beach Convention Center, will be open at the following times: Wednesday, October 7, 8:00 a.m. – 6:00 p.m.; Thursday, October 8, 7:00 a.m. – 4:00 p.m.; and Friday, October 9, 7:30 a.m.–11:30 a.m.. The Voting Delegate Desk will also be open at the Business Meeting on Friday, but will be closed during roll calls and voting.

The voting procedures that will be used at the conference are attached to this memo. Please share these procedures and this memo with your council and especially with the individuals that your council designates as your city's voting delegate and alternates.

Once again, thank you for completing the voting delegate and alternate form and returning it to the League's office by Wednesday, September 30. If you have questions, please call Darla Yacub at (916) 658-8254.

Attachments:

- Annual Conference Voting Procedures
- Voting Delegate/Alternate Form



Annual Conference Voting Procedures

1. **One City One Vote.** Each member city has a right to cast one vote on matters pertaining to League policy.
2. **Designating a City Voting Representative.** Prior to the Annual Conference, each city council may designate a voting delegate and up to two alternates; these individuals are identified on the Voting Delegate Form provided to the League Credentials Committee.
3. **Registering with the Credentials Committee.** The voting delegate, or alternates, may pick up the city's voting card at the Voting Delegate Desk in the conference registration area. Voting delegates and alternates must sign in at the Voting Delegate Desk. Here they will receive a special sticker on their name badge and thus be admitted to the voting area at the Business Meeting.
4. **Signing Initiated Resolution Petitions.** Only those individuals who are voting delegates (or alternates), and who have picked up their city's voting card by providing a signature to the Credentials Committee at the Voting Delegate Desk, may sign petitions to initiate a resolution.
5. **Voting.** To cast the city's vote, a city official must have in his or her possession the city's voting card and be registered with the Credentials Committee. The voting card may be transferred freely between the voting delegate and alternates, but may not be transferred to another city official who is neither a voting delegate or alternate.
6. **Voting Area at Business Meeting.** At the Business Meeting, individuals with a voting card will sit in a designated area. Admission will be limited to those individuals with a special sticker on their name badge identifying them as a voting delegate or alternate.
7. **Resolving Disputes.** In case of dispute, the Credentials Committee will determine the validity of signatures on petitioned resolutions and the right of a city official to vote at the Business Meeting.



CITY: _____

2020 ANNUAL CONFERENCE
VOTING DELEGATE/ALTERNATE FORM

Please complete this form and return it to the League office by Wednesday, September 30, 2020. Forms not sent by this deadline may be submitted to the Voting Delegate Desk located in the Annual Conference Registration Area. Your city council may designate one voting delegate and up to two alternates.

In order to vote at the Annual Business Meeting (General Assembly), voting delegates and alternates must be designated by your city council. Please attach the council resolution as proof of designation. As an alternative, the Mayor or City Clerk may sign this form, affirming that the designation reflects the action taken by the council.

Please note: Voting delegates and alternates will be seated in a separate area at the Annual Business Meeting. Admission to this designated area will be limited to individuals (voting delegates and alternates) who are identified with a special sticker on their conference badge. This sticker can be obtained only at the Voting Delegate Desk.

1. VOTING DELEGATE

Name: _____

Title: _____

2. VOTING DELEGATE - ALTERNATE

Name: _____

Title: _____

3. VOTING DELEGATE - ALTERNATE

Name: _____

Title: _____

PLEASE ATTACH COUNCIL RESOLUTION DESIGNATING VOTING DELEGATE AND ALTERNATES.

OR

ATTEST: I affirm that the information provided reflects action by the city council to designate the voting delegate and alternate(s).

Name: _____ Email _____

Mayor or City Clerk _____ Date _____ Phone _____
(circle one) (signature)

Please complete and return by Wednesday, September 30, 2020

League of California Cities
ATTN: Darla Yacub
1400 K Street, 4th Floor
Sacramento, CA 95814

FAX: (916) 658-8240
E-mail: dyacub@cacities.org
(916) 658-8254