



**AGENDA**  
**REGULAR MEETING**  
**JOINT CHOWCHILLA CITY COUNCIL /**  
**★ REDEVELOPMENT SUCCESSOR AGENCY**

Council Chambers, Chowchilla City Hall  
130 S. Second Street, Chowchilla, CA 93610

**February 9, 2016**

Items denoted with a ★ are Redevelopment Successor Agency items and will be acted upon by the Redevelopment Successor Agency Board. Agendas for all City Council/Redevelopment Successor Agency meetings are posted at least 72 hours prior to the meeting at the Civic Center, 130 S. Second St., Written communications from the public for the agenda must be received by Administrative Services no less than 7 days prior to the meeting date.

Any writing or documents provided to a majority of the City Council regarding any item on this agenda will be made available for public inspection at the City Clerk's Counter. In addition, most documents will be posted on the city website at [www.ci.Chowchilla.CA.US](http://www.ci.Chowchilla.CA.US).

The City of Chowchilla complies with the Americans with Disabilities Act (ADA of 1990). The Council Chambers is accessible to the physically disabled. If you need special assistance, please call (559) 665-8615, ext. 112 at least 4 days prior to the meeting.

**CALL TO ORDER**

**ROLL CALL:**

Mayor/Chairman: Waseem Ahmed

Mayor Pro Tem/Vice Chair: Mary Gaumnitz

Council/Board Member: John Chavez, Dennis Haworth, Richard Walker

City staff and contract employees present at the meeting will be noted in the minutes

**PUBLIC ADDRESS – CLOSED SESSION**

This time is reserved for members of the audience to address the City Council/Agency Board on items listed on the closed session agenda only. It is recommended that speakers limit their comments to no more than 3 minutes each. Speakers are asked to please use the microphone and provide their name for the record. Any handouts should be provided to the City Clerk/Board Clerk who will distribute them to the Council/Agency Board and appropriate staff.

**CLOSED SESSION – 6:00 PM**

This time has been set aside for the City Council to meet in a closed session to discuss matters pursuant to Government Code Section 54957 (b)(1) 54957.6, and 54956.9(d) (2). Based on the advice of the City Attorney, discussion in open session concerning these matters would prejudice the position of the City in this litigation. The City Attorney will give an additional oral report regarding the Closed Session at the beginning of the next regular City Council Meeting.

**1. Public Employee Performance Evaluation California Government Code Section 54957:**

Title: City Attorney

**2. Conference with Labor Negotiators, Gov. Code Section 54957.6**

Negotiating Parties: All Bargaining Groups

In the event that not all the items on the closed session agenda have been deliberated in the time provided, the City Council may continue the closed session until the end of the regularly scheduled Council Meeting.

**OPEN SESSION – 7:00 PM****PLEDGE OF ALLEGIANCE:****INVOCATION:****CLOSED SESSION REPORT:****CEREMONIAL / PRESENTATIONS – Section 1**

- 1.1 Oath of Office – Officer David Ochoa
- 1.2 Proclamation – Central California Women’s Facility Firefighters

**WORKSHOPS****PUBLIC ADDRESS**

This time is reserved for members of the audience to address the City Council/Agency Board on items of interest that are **not** on the Agenda and that are within the subject matter jurisdiction of the Council/Agency Board.

It is recommended that speakers limit their comments to **no more than 3 minutes** each and it is requested that no comments be made during this period on items on the Agenda. Members of the public wishing to address the Council/Agency Board on items on the Agenda should notify the Mayor/Chairman when that Agenda item is called.

The Council/Agency Board is prohibited by law from taking any action on matters discussed that are not on the Agenda. No adverse conclusions should be drawn if the Council/Agency Board does not respond to public comment at this time.

Speakers are asked to please **use the microphone and provide their name for the record**. Prior to addressing the Council/Agency Board, any handouts are to be provided to City Clerk/Board Clerk who will distribute them to the Council/Agency Board and the appropriate staff.

**COUNCIL AND STAFF REPORTS – Section 2**

- 2.1 **COUNCIL REPORTS**  
Legislative Items  
Oral / Written Reports

- 2.2 **STAFF REPORTS**  
Written/Oral Reports

- A) Presentation of the Council Strategic Objectives Report 2015-2016 2<sup>nd</sup> Quarter–  
Information Only (Piepenbrok)

**CONSENT CALENDAR – Section 3**

All items listed under Consent Calendar are considered to be routine and will be enacted by one motion. For discussion of any Consent Item, it will be made a part of the Regular Agenda at the request of any member of the City Council or any person in the audience.

- 3.1 **Approval of the January 26, 2015 Regular City Council Meeting Minutes (McClendon)**
- 3.2 **Approval of General Payments for the Month of January 2016 (Pruett)**

**3.3 Council Resolution # -16, Declaring the Burned Water Tender a Surplus Vehicle and Authorize Disposal to the Highest Salvage Bidder (Turner)**

**3.4 Council Resolution # -16, Approving Annual Encroachment Permits on State Route 233 (Robertson Boulevard) and Authorizing the City Administrator to Approve the Permits on Behalf of the City Council (Locke)**

**PUBLIC HEARINGS – Section 4**

**DEFERRED BUSINESS – Section 5**

**NEW BUSINESS – Section 6**

**6.1 Council Resolution # -16, Approve Contract With Quad Knopf for Planning and Environmental Services for the City of Chowchilla as Described in the Scope of Services within the Request for Qualifications, Authorizing the City Administrator to Execute all Related Documents Thereto (Haddix)**

**6.2 Council Resolution # -16, Authorizing Assignment of Beneficial Interest to Greenhills Holdings on Assessor's Parcel Number 022-250-053 to Guarantee Fulfillment of Settlement Agreement (Locke)**

**6.3 Authorization to Create an Ad Hoc Financial Advisory Committee (Haddix)**

**6.4 Consideration to Nominate City Staff to Participate as a Member of the San Joaquin Valley Water Infrastructure Authority Technical Advisory Committee (Locke)**

**ANNOUNCEMENTS – Section 7**

Feb 13	Greenhills Lions Club Valentine's Dinner, Portuguese Hall, 6 PM
Feb 15	President's Day, City Offices Closed
Feb 17	Planning Commission Meeting, City Hall, 7 PM
Feb 19	City Offices Closed
Feb 19	Winter Gymkhana, Chowchilla Fairgrounds 6 PM
Feb 23	City Council Meeting, City Hall, 7 PM
Feb 26	Edward Ray Day in Chowchilla, All Day

**ADJOURNMENT**

I, Joann McClendon, CMC, Interim City Clerk, do hereby declare under penalty of perjury that the foregoing agenda was posted at the Chowchilla City Hall, 130 S Second Street, Chowchilla, CA and made available for public review on this 4th day of February 2016 at or before 5:00 p.m.

\_\_\_\_\_  
Joann McClendon, CMC  
Interim City Clerk



## REPORT TO THE CITY COUNCIL

Council Meeting of February 9, 2016

<b>Agenda Section:</b>	<u>Council and Staff Reports</u>
<b>SUBJECT:</b>	<b>Presentation of the Council Strategic Objectives Report 2015-2016 2<sup>nd</sup> Quarter– Information Only</b>
<b>Prepared By:</b>	<u>D. Martin Piepenbrok, Community Relations Manager</u>
<b>Approved By:</b>	<u>Brian Haddix, City Administrator</u>

### **RECOMMENDATION:**

Accept and comment on the proposed Strategic Objectives 2<sup>nd</sup> Quarter Status Report.

### **HISTORY / BACKGROUND:**

In the spring of 2015 City Council and staff defined the five City Council Goals and soon after identified and categorized the projects and tasks to fulfill the appropriate goals. In June 2015 a Strategic Objectives Quarterly Status Report document was approved. This "report card" is to be presented to City Council on a quarterly basis to provide task/project updates, including opportunities to submit adjustments and comments.

Staff has compiled and is prepared to discuss with City Council the 2<sup>nd</sup> Quarter Strategic Objectives Quarterly Status Report. The completed report is included as an attachment.

No action is required.

### **FINANCIAL IMPACT**

None

### **ATTACHMENTS**

Council Strategic Objectives Report 2015-2016 2<sup>nd</sup> QTR

CITY OF CHOWCHILLA  
 STRATEGIC OBJECTIVES QUARTERLY STATUS REPORT – 2<sup>nd</sup> QUARTER  
 February 2016

**GOAL 1**  
**BUILD ON THE COMMUNITY VALUES TO DEVELOP A SENSE OF PLACE AS A COHESIVE COMMUNITY**

	WHAT	WHO	WHEN	STATUS			COMMENTS
				DONE	ON TARGET	REVISED	
1.1	Develop 2-3 new community events, e.g. Alligator & the Arts Festival, Movies in the Park, that can attract regional attendees	M Piepenbrok	<del>October 2015</del> September 2016			X	Added Movies in the Park series in summer 2015; added FALL Chowchilla Yard Sale in September 2015; working on additional and readily attainable event ideas
1.2	Develop community events to be conducted on the east side of Highway 99, e.g. elementary school, shopping centers, golf course, etc	M Piepenbrok	<del>June 2016</del> 2017			X	Working on some other ideas that are attainable with current staff levels; events at golf course are on hold
1.3	Enhance the quality of existing community events	M Piepenbrok	Ongoing		X		Continue to seek improvements
1.4	Develop new recreation activities for youth and adults; work with established parent-run organizations, service clubs and the school districts	M Piepenbrok	<del>October 2016</del> 2017		X		Worked with adult recreation group so they could offer grass volleyball program in fall 2015; ongoing tasks
1.5	Work with local parent-run organizations and the high school to possibly develop aquatics activities	M Piepenbrok	June 2017		X		Initial contact was made with the high school; No concrete progress
1.6	Develop relationships with downtown businesses through workshops and events	M Piepenbrok B Haddix	<del>March</del> September 2016			X	City Administrator continues occasion walks to visit downtown businesses; currently working with Chamber to update and install three welcome signs, two along Hwy 99, one along Hwy 152 each to feature personalized local business marketing signs

CITY OF CHOWCHILLA  
 STRATEGIC OBJECTIVES QUARTERLY STATUS REPORT – 2<sup>nd</sup> QUARTER  
 February 2016

**GOAL 2**  
**ACHIEVE AND MAINTAIN A SAFE AND SECURE COMMUNITY**

	WHAT	WHO	WHEN	STATUS			COMMENTS
				DONE	ON TARGET	REVISED	
2.1	Research funding sources, including general fund, community facilities district, grants, etc. for new Fire Engine	H Turner	October 2015	X			Majority of funding identified through impact fees, CFD, etc. Balance of approximately \$130,000.00 from general fund needed; no general funds currently available
2.2	Maintain staff level of 20-25 volunteer fire fighters	H Turner	October 2015		X		Current staffing of 18 volunteers; continuing to recruitment new volunteers
2.3	Develop a fleet services equipment asset management system, evaluate resource funding opportunities and develop an equipment replacement schedule	H Turner R Pruett	<del>March</del> September 2016			X	Fleet management program in place; Input of data limited by a lack of available staff time
2.4	Continue to monitor interpretations from State Prop 47 and recreational marijuana use decisions and the potential effects on the community	D Riviere	Ongoing		X		Continuing to review information as it is distributed from Sacramento
2.5	Utilize CDBG funding for additional code enforcement personnel resources to increase property owners compliance; utilize Police and Community Resource Officer	H Turner R Pruett D Riviere	June 2017		X		2014 CDBG grant contract has supplemental activities for code enforcement; awaiting final state approval to begin using funds
2.6	Evaluate incentive methods to engage property owners to comply with municipal code, facilitate repairs, property infill and vacant lots cleanup	H Turner B Haddix	June 2016		X		Created database of properties in the older part of town that are either vacant lots or homes out of code compliance; designing an “enhanced Code Enforcement” provision for the existing homes and an incentive program for infill development of vacant lots
2.7	Evaluate and install needed stop signs in the area around schools and install needed signage	C Locke	<del>December</del> June 2015 2016		X		Obtained an estimate for evaluating stop sign warrants in the requested area for \$21,445. Staff is looking at reducing the scope to fit within budget
2.8	Conduct the community traffic flow, speed survey, stop sign evaluation and pedestrian safety needs	D Riviere C Locke	June 2017		X		The original bid for this work included other traffic related work; awaiting a broken out estimate
2.9	Complete safe routes to schools and sidewalks infill projects and seek additional project grant funds	C Locke	December 2016		X		Project should be available for construction summer 2016; need to coordinate with 11 <sup>th</sup> and Robertson project
2.10	Initiate scope analysis of the truck routes and define opportunities for truck parking areas	C Locke	June 2017		X		City Administrator has identified another potential parcel for truck parking; awaiting planner to ensure proper zoning

CITY OF CHOWCHILLA  
 STRATEGIC OBJECTIVES QUARTERLY STATUS REPORT – 2<sup>nd</sup> QUARTER  
 February 2016

**GOAL 3**  
**ENHANCE THE ENGAGEMENT WITH THE CITIZENRY TO CONVEY CONFIDENCE**

	WHAT	WHO	WHEN	STATUS			COMMENTS
				DONE	ON TARGET	REVISED	
3.1	Place City web site on new host server; redesign look and accessibility of the City web site; identify resources to improve searchable options, e.g. agendas, minutes, staff reports; evaluate contracting	H Turner J Telford M Piepenbrok	November 2016		X		Funding has been authorized; IT is developing the web site structure; staff are beginning to develop organizational webpage content
3.2	Evaluate methods to place recorded City Council meetings on the City web site	H Turner M Piepenbrok	December 2015	X			Current technology prohibits posting meeting recordings; future equipment funding would need to be part of CIP
3.3	Enhance staff training to enhance customer service utilizing contracted trainers, online videos, etc,	City Clerk M Piepenbrok	Ongoing		X		Considering an online training site for software, communications, business methods, etc.; searching for free online training resources
3.4	Evaluate ways to improve customer engagements, e.g. flex scheduling to expand service hours, open City Hall on Fridays, etc.	B Haddix City Clerk M Piepenbrok	May 2016		X		Working on ideas; no additional progress
3.5	Foster engagement opportunities for Council members and staff at community events, with service clubs, school events, topical town hall meetings, business visits, etc.	B Haddix City Clerk M Piepenbrok	March 2016		X		Involved with Elementary School District strategic plan development; participate at Rotary and Chamber Board meetings; attend civic and organization events; often walk the downtown and some neighborhoods; provide updates to Greenhills Board; at Coffee with... events; meet to develop solutions for industrial park businesses; greet new businesses; provided new businesses use of City Hall training room
3.6	Evaluate opportunities to conduct occasional Council meetings at off-site locations such as schools, senior center, etc.; take the meetings to the residents	B Haddix City Clerk M Piepenbrok	<del>January</del> May 2016			X	Consolidated the Coffee with... programs to the Community Conversation – Let’s Talk Chowchilla monthly program for open topic discussions; developing topic specific community town hall programs for implementation in 2016
3.7	Research and develop vacant properties inventory and place on the City web site	C Locke Planner M Piepenbrok	<del>March</del> August 2016			X	GIS system is underway; preliminary layers are being developed, additional information such as vacancy can be added once this phase is complete; web site placement will be dependent upon the new web platform being developed
3.8	Develop and implement water conservation workshops and education materials made available for print and on the City web site	C Locke M Piepenbrok	<del>March</del> July 2016		X		No new efforts; public outreach is conducted as the water conservation level is adjusted by City Council
3.9	Evaluate opportunity to develop a “Citizens Academy” conducted as workshops and/or as information resource for the City web site	M Piepenbrok B Haddix	<del>October</del> March 2016 2017			X	Visited with the Madera City Administrator about their program; have studied Clovis’ academy; will focus more on this activity when new web site is active

CITY OF CHOWCHILLA  
 STRATEGIC OBJECTIVES QUARTERLY STATUS REPORT – 2<sup>nd</sup> QUARTER  
 February 2016

**GOAL 4**  
**DELIVER EXEMPLARY GOVERNMENT SERVICES**

	WHAT	WHO	WHEN	STATUS			COMMENTS
				DONE	ON TARGET	REVISED	
4.1	Redesign employee recognition and exemplary service programs	City Clerk M Piepenbrok	March August 2016			X	Delayed until City Clerk is in place
4.2	Assess staff retention opportunities, and enhance staff training utilizing contracted trainers, workshops, conferences and online video sessions	M Piepenbrok City Clerk	Ongoing		X		Delayed until City Clerk is in place
4.3	Implement succession planning through cross-training and strengthen skill sets capabilities	All Managers	Ongoing		X		Efforts continue; searching to compile free online training sessions for staff; working to fill staff vacancies
4.4	Complete analysis for updating the municipal code, at least three title updates; special contract project	City Attorney	June 2016		X		Nothing to report at this time
4.5	Complete policy updates to achieve compliance and establish best practices	City Clerk	June 2017		X		Nothing to report at this time
4.6	Develop enhanced budget management tools, user friendly budget documents and formulate a service vs. loss analysis	R Pruet	Ongoing		X		Continue to develop tools; working on informative reader-friendly design for 2016-2017 budget document
4.7	Establish processes to achieve financial stability and compliance with GASB 34	R Pruet	December 2015	X			Completed
4.8	Develop policies for fiscal compliance, fixed assets, investment, and reserve funding	R Pruet	June 2016		X		Fixed asset policy should come first as GASB 34 is implemented and the remaining policies will then follow
4.9	Enhance engagement with Madera County Economic Development Corporation including regular updates and accountable activities	C Locke B Haddix	February May 2016			X	Strengthening EDC relationships; holding ongoing meetings as projects materialize; utilized EDC to help retain Brake Parts positions; worked with EDC to bring Madera Industrial Partnership to Chowchilla; working to establish contacts with foreign capital investment entities in the Bay Area; providing budget assistance

CITY OF CHOWCHILLA  
 STRATEGIC OBJECTIVES QUARTERLY STATUS REPORT – 2<sup>nd</sup> QUARTER  
 February 2016

**GOAL 5  
 DEVELOP INFRASTRUCTURE TO MEET THE CURRENT NEEDS AND SUPPORT FUTURE GROWTH**

	WHAT	WHO	WHEN	STATUS			COMMENTS
				DONE	ON TARGET	REVISED	
5.1	Evaluate and update planning and zoning maps to ensure accuracy and consistency; designate zoning in annexed areas	City Attorney Planner	June 2017		X		In process; principally dependent upon the hiring of the Comm & Econ Dev Director; needs to be expedited to move the pace of future development
5.2	Define and develop an economic development road map for the future	B Haddix	June 2016		X		In process; first two steps of downtown and industrial incentive programs have been rolled out
5.3	Evaluate outstanding needs to update the general plan and tasks to be accomplished	C Locke Planner	September 2016			X	No progress; Awaiting consultant and the hiring of the Comm & Econ Dev Director
5.4	Continue the efforts of the downtown committee to support the development of a downtown beautification and revitalization streetscape plan	B Haddix Planner	September 2016		X		Narrowed search of urban planners associated with Lodi, Turlock and Livermore downtown developments; seeking to arrange exploratory meetings; lack of financing is biggest constraint
5.5	Research community assessment tools to evaluate and promote the assets to potential businesses and developments; business developer conferences	B Haddix Planner	<del>June</del> September 2016			X	Implemented incentive programs and working on other ideas; attended ICSC conference; new programs to be introduce following hiring of Comm & Econ Dev Director
5.6	Obtain remote centralized “command and control” technology (SCADA) for all well sites	C Locke	<del>December 2015</del> 2016			X	JCI currently analyzing needs and estimating costs and potential savings
5.7	Acquire property and subsequently construct well #15 and the water storage tank project	C Locke	June 2017		X		Lot line adjustment during LRPMP parcel sale should perfect title to tank site; need to transfer all LRPMP parcels into City ownership per LRPMP
5.8	Evaluate options for future upgrades to the wastewater treatment plant including the possible creation of a “gray water” distribution system; evaluate financing opportunities including future developments impact fees	C Locke	June 2017		X		Working on treatment plant operation. No progress on grey water distribution
5.9	Continue to keep apprised and seek updates on the high speed rail project and community impacts; continue to be the “voice of the city/community”	B Haddix	Ongoing		X		Representatives continue to attend and present at all CHSR Board meetings; meet with individual with CHSR Board Members; developing a publication editorial
5.10	Strengthen relationships and funding opportunities with CalTrans, with an emphasis on Robertson Blvd and Hwy 99 improvements, Hwy 99/Robertson Boulevard overpass, and the second Hwy 99 overpass option	C Locke B Haddix	Ongoing		X		Developing response to CalTrans environmental document for roundabout and investigation of signalization as interim solution; ongoing discussions with District 6 Director on downtown developments and bringing the Christmas tree back to downtown; exploring ways to take more control of future Robertson Boulevard

CITY OF CHOWCHILLA  
 STRATEGIC OBJECTIVES QUARTERLY STATUS REPORT – 2<sup>nd</sup> QUARTER  
 February 2016

**GOAL 5 (continued)**  
**DEVELOP INFRASTRUCTURE TO MEET THE CURRENT NEEDS AND SUPPORT FUTURE GROWTH**

	WHAT	WHO	WHEN	STATUS			COMMENTS
				DONE	ON TARGET	REVISED	
5.11	Continue engagement with the current development projects (Rancho Calera & Legacy Ranch); finalize the development agreements and planning tasks	B Haddix City Attorney	June 2016		X		Anticipate Rancho Calera Development Agreement going to the Planning Commission and City Council this spring; Legacy Ranch will commence once Rancho Calera's Development Agreement is approved
5.12	Analyze the current permitting and plan review processes and propose improvements to simplify the process and potentially reduce the timeline	C Locke Planner	June 2016		X		No further progress to report
5.13	Assess and prioritize locations for storm drainage improvements and identify potential funding sources for projects	C Locke	December 2016		X		Partnering with Chowchilla Water District resulted in mitigating problem spot at Chowchilla Blvd and 24; plans to address Washington and Santa Cruz chronic drainage problem
5.14	Evaluate current staffing capabilities to fully utilize GIS system; create an editable and layered GIS map of all city infrastructure assets; zoning and land uses, etc.	C Locke	December 2016		X		GIS development underway using Interwest
5.15	Update the streets improvement plan, the pavement management plan and the sidewalk plan	C Locke	September 2016		X		Proposal received from Interwest for pavement management plan, sidewalk inventory and ADA accessibility plan; identifying resources for \$60K estimated cost
5.16	Complete State mandated storm drain retention plan; develop and implement elements of public education and noticing programs	C Locke M Piepenbrok	June 2016		X		Progress made on inclusion into the Nation Flood Insurance Program, a related development
5.17	Create public works capital improvements plan and prioritize projects and funding opportunities	C Locke	June 2016		X		Previous CIP's and recently identified project lists provided to consultant
5.18	Conduct a public works impact fees study	C Locke	September 2016		X		No further progress thus far
5.19	Complete a structural assessment of the old library structure to develop a plan of usefulness and potential funding needs for improvements	C Locke	June 2017		X		No further progress thus far



**MINUTES  
REGULAR MEETING  
JOINT CHOWCHILLA CITY COUNCIL /  
★ REDEVELOPMENT SUCCESSOR AGENCY**

Council Chambers, Chowchilla City Hall  
130 S. Second Street, Chowchilla, CA 93610

**January 26, 2016**

**CALL TO ORDER: 6:02 p.m.**

**ROLL CALL:**

Mayor/Chairman: Waseem Ahmed

Mayor Pro Tem/Vice Chair: Mary Gaumnitz

Council/Board Member: John Chavez, Dennis Haworth, Richard Walker

**City staff and contract employees present:** City Administrator Brian Haddix, City Attorney David Ritchie, Police Chief Dave Riviere, Fire Chief Harry Turner, Finance Director Rod Pruet, City Engineer/Public Works Director Craig Locke, Community Relations Manager Marty Piepenbrok, Interim City Clerk Joann McClendon.

**PUBLIC ADDRESS – CLOSED SESSION**

None.

**CLOSED SESSION – 6:05 PM**

**1. Conference with Labor Negotiators, Gov. Code Section 54957.6**

Negotiating Parties: CCOEA, CCEA, CPOA, MMC, Management

**OPEN SESSION – 7:10 PM**

**PLEDGE OF ALLEGIANCE:** Dennis Haworth

**INVOCATION:** Richard Walker

**CLOSED SESSION REPORT:** No reportable action.

**CEREMONIAL / PRESENTATIONS – Section 1**

1.1 Proclamation – Moses “Curly” Hubbard

1.2 Proclamation - Larry Pistoresi, Sr. (added at the meeting)

**WORKSHOPS**

**PUBLIC ADDRESS**

Marlene Holst consider a splash pad park for the kids.

Dr. Gwen Stewart suggested council and staff to communicate with other diverse groups such as Fairmead colony when there is a community meeting or event.

Emile Stagnaro spoke about Caltrans' EIR regarding roundabouts.

Barbara Nelson, Fairmead Community and Friends, asked for more communication with their group for community events.

Victoria Ortiz, Fairmead Community and Friends, asked to have a better relationship between Chowchilla and Fairmead.

## **COUNCIL AND STAFF REPORTS – Section 2**

### **2.1 COUNCIL REPORTS**

Legislative Items

Oral / Written Reports

Council Member Walker met with Sam Estes on next steps of the Community Task Force. He will be attending a three-day conference "City Advance 2016", preparing for the launch of the task force. He also attended a Community Food Bank committee meeting.

Mayor Pro Tem Gaumnitz attended the annual Chowchilla Chamber of Commerce Community Awards Dinner along with Council Member Chavez and Mayor Ahmed.

Council Member Chavez judged the Lions/Lionesses speech contest and strongly encouraged the community to participate in these types of events.

Council Member Haworth taught a lesson about the United States Constitution and taxes to sixth, seventh and eighth graders.

Mayor Pro Tem Ahmed additionally attended the Chowchilla Historical Society Open House.

### **2.2 STAFF REPORTS**

Written/Oral Reports

City Administrator Haddix noted in regards to the community partnership concerns, there are games in play that will help bring Fairmead closer to the Chowchilla community.

Mr. Haddix attended the following: Chowchilla Historical Society Open House; Chowchilla Elementary School District strategic planning meeting; Chowchilla Chamber Board of Directors meeting; Deli Delicious to open soon.

Finance Director Pruett reported on the draft audit; there are no findings. It is a clean audit report.

Engineer/Public Works Director Locke updated council on the Urban Water Management Plan, Railroad Spur track repairs and fees.

Fire Chief Turner reported he had ordered the replacement water truck yesterday.

- A) Proposed Town Hall Community Engagement Workshops (Piepenbrok)
- B) Water Line Repair Procedure Memo (Locke)

## **CONSENT CALENDAR – Section 3**

### **3.1 Approval of the January 12, 2015 Regular City Council Meeting Minutes (McClendon)**

**3.2 Approval of the January 12, 2015 Special City Council Meeting (McClendon)****3.3 Consideration of Monthly Financial Reports for November and December 2015 (Pruett)**

Motion by Council Member Walker, seconded by Council Member Haworth to approve the Consent Calendar as presented. Motion passed unanimously by roll call vote with Council with Mayor Pro Tem Gaumnitz abstaining.

**PUBLIC HEARINGS – Section 4****DEFERRED BUSINESS – Section 5****NEW BUSINESS – Section 6****6.1 Council Resolution # 11-16, Approve Request to Waive the Public Employee Pension Reform Act (PEPRA) 180-Day Wait Period for Post-Retirement Employment to Fill a Critically Needed Position for a Limited Duration, Pursuant to Government Code 7522.56 (Locke)**

Motion by Council Member Haworth, seconded by Council Member Walker to Approve Council Resolution #11-16, Approve Request to Waive Public Employee Pension Reform Act (PEPRA) 180-Day Wait Period for Post-Retirement to Fill a Critically Needed Position for a Limited Duration, Pursuant to Government Code 7522.56. Motion passed unanimously by roll call vote.

**6.2 Council Resolution # 12-16, Approving a Budget Increase to the Greenhills Assessment District Fund Due to Unanticipated Revenue (Pruett)**

Motion by Council Member Walker, seconded by Mayor Pro Tem Gaumnitz to approve Council Resolution #12-16, Approving a Budget Increase to the Greenhills Assessment District Fund Due to Unanticipated Revenue. Motion passed unanimously by roll call vote.

**6.3 Council Resolution # 13-16, Authorizing the Application for Federal Aviation Administration 2016-17 Entitlement Funds to be Applied for Planning Activities at the City of Chowchilla Municipal Airport (Locke)**

Motion by Council Member Haworth, seconded by Council Member Walker to approve Council Resolution #13-16, Authorizing the Application for Federal Aviation Administration 2016-17 Entitlement Funds to be Applied for Planning Activities at the City of Chowchilla Municipal Airport. Motion passed unanimously by roll call vote.

**6.4 Council Resolution # 14-16, Approving the Updated Form Hangar and Fixed Base Operation Lease Agreements and Delegating Signature Authority to the City Administrator (Locke)**

Motion by Council Member Walker, seconded by Mayor Pro Tem Gaumnitz to approve Council Resolution 14-16, Approving the Updated Form Hangar and Fixed Base Operation Lease Agreements and Delegating Signature Authority to the City Administrator. Motion passed unanimously by roll call vote.

**6.5 Council Resolution # 15-16, Approving a Budget Increase to the Streets and Roads Fund for the Robertson Boulevard and 11<sup>th</sup> Street Pedestrian Facility Improvement Project (Pruett)**

Motion by Council Member Haworth, seconded by Mayor Pro Tem Gaumnitz to approve Council Resolution #15-16, Approving a Budget Increase to the Streets and Roads Fund for the Robertson Boulevard and 11<sup>th</sup> Street Pedestrian Facility Improvement Project. Motion passed unanimously by roll call vote.

**6.6 Council Resolution # 16-16, Approving a Budget Increase to the Information Technology Fund for the Citywide Website Upgrade and Maintenance (Pruett)**

Spoke:  
Marlene Holst

Motion by Walker, seconded by Haworth to approve Council Resolution #16-16, Approving a Budget Increase to the Information Technology Fund for the Citywide Website Upgrade and Maintenance. Motion passed unanimously by roll call vote.

**6.7 Informational Report on the Transfer of Funds from the Lighting and Landscaping Maintenance District (LLMD) to the General Fund (Pruett)**

Informational only – no action required.

**6.8 A) Council Resolution # 17-16, Approving the Annual Recognized Obligation Payment Schedule for the Period from July 1, 2016 – June 30, 2017 on Behalf of the Successor Agency of the Chowchilla Redevelopment Agency (Pruett)**

Motion by Council Member Walker, seconded by Council Member Haworth to approve Council Resolution #17-16, Approving the Annual Recognized Obligation Payment Schedule for the Period from July 1, 2016 – June 30, 2017 on Behalf of the Successor Agency of the Chowchilla Redevelopment Agency. Motion passed unanimously by roll call vote.

**★B) Successor Agency Resolution # 02-16, Approving the Annual Recognized Obligation Payment Schedule for the Period from July 1, 2016 – June 30, 2017 on Behalf of the Successor Agency of the Chowchilla Redevelopment Agency (Pruett)**

Motion by Board Member Haworth, seconded by Board Member Walker to approve Successor Agency Resolution #02-16, Approving the Annual Recognized Obligation Payment Schedule for the Period from July 1, 2016 – June 30, 2017 on Behalf of the Successor Agency of the Chowchilla Redevelopment Agency. Motion passed unanimously by roll call vote.

**6.9 Consideration of an Appointment of the City's Planning Commissions (McClendon)**

Motion by Council Member Walker seconded by Council Member Haworth to appoint Wayne Chapman to the full term vacancy on the Planning Commission. Motion passed unanimously by roll call vote.

**6.10 Authorizing a Proposal to the California State Legislature a Financial Model to Assist Owners in Bringing their Commercial Buildings up to Current State and Federal Standards (Haddix)**

Motion by Council Member Haworth, seconded by Mayor Pro Tem Gaumnitz to Authorize a Proposal to the California State Legislature a Financial Model to Assist Owners in Bringing their Commercial Buildings up to Current State and Federal Standards. Motion passed unanimously by roll call vote.

#### **6.11 Authorizing Proposed Outreach Series “Community Conversation – Let’s Talk Chowchilla” (Piepenbrok)**

Not an item to vote on, only seeking ideas from the Council. Announcements will go out in Newsletters, Facebook, local newspaper and other creative forms of communication. Consistent dates (third Tuesday of every month) different venues and morning and afternoon times considered.

#### **ANNOUNCEMENTS – Section 7**

Jan 28 RDA Successor Agency Meeting, Chowchilla City Hall, 9 AM  
Jan 28 Sober Grad Bingo Fundraiser, The Final Round (Golf Course), 6 PM  
Feb 5 City Offices Closed  
Feb 9 City Council Meeting, City Hall, 7 PM

#### **ADJOURNMENT**

Motion by Council Member Haworth, seconded by Council Member Walker, to adjourn the January 26, 2016 Regular Joint City Council / Redevelopment Successor Agency Meeting at 8:45 p.m. Motion passed unanimously by voice vote.

ATTEST:

APPROVED:

\_\_\_\_\_  
Joann McClendon, CMC  
Interim City Clerk

\_\_\_\_\_  
Waseem Ahmed, Mayor



## REPORT TO THE CITY COUNCIL

Council Meeting of February 9, 2016

**Agenda Section:** Consent

**SUBJECT:** **Consideration of Monthly Invoice Payment Authorization Request**

**Authorized By:** Rod Pruett, Finance Director

**Approved By:** Brian Haddix, City Administrator

### **RECOMMENDATION**

Approve by minute order, the release of the payments for the invoices shown in the attached listing of invoices.

### **HISTORY / BACKGROUND**

Presented this evening is a list of invoices awaiting payment. Included in the list are a number of items related to employee pay, benefits and deductions which have been estimated for future payments. The report issued next month will reflect the actual amounts paid. Certain payments like insurance premiums and the payroll related items cannot be held due to deadlines associated with the payment in order to ensure timely receipt.

### **FINANCIAL ANALYSIS**

Each item shown on the invoice list includes a description of that item and the amount of the invoice.

### **ATTACHMENTS**

Invoice listing & warrants

Report Criteria:  
 Report type: Invoice detail

GL Period	Check Issue Date	Check Number	Vendor Number	Payee	Description	Invoice GL Account	Check Amount
01/16	01/14/2016	51390	10581	USA Bluebook	Supplies for the WWTP	215-5705-0000-317	368.12- V
Total 51390:							368.12-
01/16	01/04/2016	51528	12822	Adams, Carmen and Lewis	deposit refund for 917 Trinity	205-0200-0000-043	112.85
Total 51528:							112.85
01/16	01/04/2016	51529	1076	Blacks Irrigation Systems	Supplies for the Water dept	205-7605-0000-317	5.72
Total 51529:							5.72
01/16	01/04/2016	51530	1281	BSK Associates	Open PO for Weekly Water test for the WWTP	215-5705-0000-350	65.00
01/16	01/04/2016	51530	1281	BSK Associates	Open PO for Weekly Water test for the Water Dept	205-7605-0000-350	344.00
01/16	01/04/2016	51530	1281	BSK Associates	Open PO for Weekly Water test for the Water Dept	205-7605-0000-350	256.00
01/16	01/04/2016	51530	1281	BSK Associates	Open PO for Weekly Water test for the WWTP	215-5705-0000-350	65.00
Total 51530:							730.00
01/16	01/04/2016	51531	12825	CalACT	2016 membership- Robin Roman	325-3705-0000-307	435.00
Total 51531:							435.00
01/16	01/04/2016	51532	1591	California Rural Water Assoc.	2016 Annual Membership Dues	205-7605-0000-307	989.00
Total 51532:							989.00
01/16	01/04/2016	51533	12824	Carroll, Andrew	deposit refund for 11314 Monarch	205-0200-0000-043	53.76
Total 51533:							53.76
01/16	01/04/2016	51534	12052	Central Valley Veterinary Clinic	Vet Care for K9 Remy	100-2618-1202-324	633.20
Total 51534:							633.20
01/16	01/04/2016	51535	12821	Chenot, Alexis	deposit refund for 900 Trinity	205-0200-0000-043	37.15

M = Manual Check, V = Void Check

GL Period	Check Issue Date	Check Number	Vendor Number	Payee	Description	Invoice GL Account	Check Amount
Total 51535:							37.15
01/16	01/04/2016	51536	2096	Chowchilla Auto Body Work	Door repairs to Unit #63	205-7605-0000-320	192.00
Total 51536:							192.00
01/16	01/04/2016	51537	2131	Chowchilla Dolt Best	Supplies for Unit #97	305-3620-0000-301	11.02
01/16	01/04/2016	51537	2131	Chowchilla Dolt Best	Parts for the Parks trailer	100-6620-0000-301	49.57
Total 51537:							60.59
01/16	01/04/2016	51538	2206	Chowchilla Volunteer Fire	3rd Quarter 2015 Stipend	100-2705-0000-306	2,930.00
Total 51538:							2,930.00
01/16	01/04/2016	51539	3031	Department of Justice/Acc	Blood Alcohol Analysis	100-2610-0000-350	35.00
Total 51539:							35.00
01/16	01/04/2016	51540	3586	Ernest Packing Solutions-Fresn	Janitorial Supplies for City Facilities	100-1705-0000-315	342.78
Total 51540:							342.78
01/16	01/04/2016	51541	12819	Fall, Charles	credit refund for 7060 Emerald	205-7605-0000-876	189.20
Total 51541:							189.20
01/16	01/04/2016	51542	3711	Farmers Hardware	Supplies for the parks Dept	100-6620-0000-317	12.94
01/16	01/04/2016	51542	3711	Farmers Hardware	Supplies for the Water Dept	205-7605-0000-317	1.29
01/16	01/04/2016	51542	3711	Farmers Hardware	Paint supplies for the RCW bleachers	100-6620-0000-315	12.62
01/16	01/04/2016	51542	3711	Farmers Hardware	Supplies for the WWTP	215-5705-0000-317	11.31
01/16	01/04/2016	51542	3711	Farmers Hardware	Supplies for the WWTP	215-5705-0000-317	4.64
01/16	01/04/2016	51542	3711	Farmers Hardware	Part for Unit #25	100-6620-0000-301	1.09
01/16	01/04/2016	51542	3711	Farmers Hardware	Supplies for the electrical panel at Ed Ray Park	100-6620-0000-315	24.81
01/16	01/04/2016	51542	3711	Farmers Hardware	Supplies for the WWTP	215-5705-0000-317	85.65
01/16	01/04/2016	51542	3711	Farmers Hardware	Parts for the pressure washer	100-6620-0000-301	129.12
01/16	01/04/2016	51542	3711	Farmers Hardware	Supplies for the Parks dept	100-6620-0000-301	7.91
01/16	01/04/2016	51542	3711	Farmers Hardware	Supplies for the Water Dept	205-7605-0000-317	33.08

GL Period	Check Issue Date	Check Number	Vendor Number	Payee	Description	Invoice GL Account	Check Amount
01/16	01/04/2016	51542	3711	Farmers Hardware	Supplies for the garage	601-3615-0000-320	10.75
01/16	01/04/2016	51542	3711	Farmers Hardware	Supplies for the Parks shop	100-6620-0000-315	10.09
01/16	01/04/2016	51542	3711	Farmers Hardware	Supplies for the Water Dept	205-7605-0000-317	5.39
Total 51542:							350.69
01/16	01/04/2016	51543	12212	Fastenal Company	Safety Harnesses for the Boom Truck Unit #348	305-3620-0000-320	423.22
Total 51543:							423.22
01/16	01/04/2016	51544	3736	Ferguson Enterprises, Inc.	Urinal Replacement Kit	100-2610-0000-315	51.00
Total 51544:							51.00
01/16	01/04/2016	51545	4561	Grainger	Motor for the WWTP	215-5705-0000-317	239.11
Total 51545:							239.11
01/16	01/04/2016	51546	11469	Intellipay, Inc.	Credit Card Transactions Fees	205-1720-0000-302	57.85
01/16	01/04/2016	51546	11469	Intellipay, Inc.	Credit Card Transactions Fees	205-1720-0000-302	400.00
Total 51546:							457.85
01/16	01/04/2016	51547	12776	Intero Real Estate	deposit refund for 14435 Spyglass	205-0200-0000-043	36.47
Total 51547:							36.47
01/16	01/04/2016	51548	12312	John's Mobile Repair	Engine 6 & 7 brakes maintenance	100-2705-0000-320	75.00
Total 51548:							75.00
01/16	01/04/2016	51549	6276	Madera County Environmental	Hazardous Material Fee (Facility # FA0100417)	601-3615-0000-321	278.00
01/16	01/04/2016	51549	6276	Madera County Environmental	Hazardous material Fee (facility FA0100889)	215-5705-0000-317	284.00
01/16	01/04/2016	51549	6276	Madera County Environmental	Haz Mat Fee (facility # FA0103183)	601-3615-0000-321	434.00
Total 51549:							996.00
01/16	01/04/2016	51550	12531	Madera County Fairmead Landfill	Disposal Services for October 2015	210-5605-0000-351	12,969.02
01/16	01/04/2016	51550	12531	Madera County Fairmead Landfill	Disposal Services for Nov 2015	210-5605-0000-351	13,146.65

GL Period	Check Issue Date	Check Number	Vendor Number	Payee	Description	Invoice GL Account	Check Amount
Total 51550:							26,115.67
01/16	01/04/2016	51551	12823	Meelo Corporation	deposit refund for 1409 Humboldt	205-0200-0000-043	119.21
Total 51551:							119.21
01/16	01/04/2016	51552	12282	Mid Valley Disposal Inc.	Disposal Services for city wide clean up	210-5605-0000-350	2,465.53
01/16	01/04/2016	51552	12282	Mid Valley Disposal Inc.	Disposal Services for city bins December	210-5605-0000-350	2,467.37
Total 51552:							4,932.90
01/16	01/04/2016	51553	6886	Mid-Valley Pipe & Steele, Inc	Supplies for the Street Dept	305-3620-0000-317	92.66
01/16	01/04/2016	51553	6886	Mid-Valley Pipe & Steele, Inc	Supplies for the Water Dept	205-7605-0000-317	29.05
Total 51553:							121.71
01/16	01/04/2016	51554	7281	NBS Government Finance	Admin fees 10/1/15- 12/31/15 1915 Act	542-4832-0000-336	3,837.10
01/16	01/04/2016	51554	7281	NBS Government Finance	CFD 2006-1 Admin Fees 10/1/15-12/31/15	800-8850-0000-337	1,222.05
Total 51554:							5,059.15
01/16	01/04/2016	51555	12214	NR Cleaning Services	Open PO for 2015/16 budget year/ Janitorial Services	100-6620-0000-315	910.00
01/16	01/04/2016	51555	12214	NR Cleaning Services	Janitorial for Civic Center	100-1705-0000-315	1,550.00
Total 51555:							2,460.00
01/16	01/04/2016	51556	12429	O'Dell Engineering	Berenda Reservoir Project	565-6645-0000-500	2,493.75
Total 51556:							2,493.75
01/16	01/04/2016	51557	7516	Office Depot	Office Supplies Public Works	205-7605-0000-300	47.34
01/16	01/04/2016	51557	7516	Office Depot	1099 Forms for Finance	100-1720-0000-300	53.99
Total 51557:							101.33
01/16	01/04/2016	51558	7671	Pacific Gas & Electric	Gas & Electric for December 2015	220-3650-0000-315	50,880.27

GL Period	Check Issue Date	Check Number	Vendor Number	Payee	Description	Invoice GL Account	Check Amount
Total 51558:							50,880.27
01/16	01/04/2016	51559	8081	PROtech Security & Electronics	Battery for Alarm at Old Library building	100-6620-0000-315	19.45
Total 51559:							19.45
01/16	01/04/2016	51560	8796	S & W Auto Parts Inc.	Parts for Unit #354	601-3615-0000-320	15.41
01/16	01/04/2016	51560	8796	S & W Auto Parts Inc.	Napagold Oil Filter	100-2610-0000-320	6.21
01/16	01/04/2016	51560	8796	S & W Auto Parts Inc.	Unit 49 Oil and Antifreeze	100-2610-0000-320	82.79
01/16	01/04/2016	51560	8796	S & W Auto Parts Inc.	Leak Pellet Liquid	100-2610-0000-320	5.50
Total 51560:							109.91
01/16	01/04/2016	51561	12820	Silva, Manuel	credit refund for 1112 Sonoma	205-7605-0000-876	23.05
Total 51561:							23.05
01/16	01/04/2016	51562	9376	Sparkletts	Supplies for the WWTP	215-5705-0000-315	24.21
Total 51562:							24.21
01/16	01/04/2016	51563	9791	Steves Chevrolet of Chowchilla	Smog Inspection unit 47	100-2610-0000-320	49.95
01/16	01/04/2016	51563	9791	Steves Chevrolet of Chowchilla	Smog for unit 46	100-2610-0000-320	49.95
01/16	01/04/2016	51563	9791	Steves Chevrolet of Chowchilla	Smog Inspection unit 45	100-2610-0000-320	49.95
01/16	01/04/2016	51563	9791	Steves Chevrolet of Chowchilla	Smog Inspection unit 43	100-2610-0000-320	49.95
01/16	01/04/2016	51563	9791	Steves Chevrolet of Chowchilla	Smog Check Unit #34	100-2705-0000-320	49.95
Total 51563:							249.75
01/16	01/04/2016	51564	10116	Tesei Petroleum Inc.	Pump oil for the WWTP	215-5705-0000-317	28.23
01/16	01/04/2016	51564	10116	Tesei Petroleum Inc.	Fuel for City	325-3705-0000-320	1,732.89
Total 51564:							1,761.12
01/16	01/04/2016	51565	10176	The Presort Center	To Process Utility & Deliquent Notices	215-1720-0000-336	311.26
01/16	01/04/2016	51565	10176	The Presort Center	To Process Utility & Deliquent Notices	215-1720-0000-336	2,547.23

GL Period	Check Issue Date	Check Number	Vendor Number	Payee	Description	Invoice GL Account	Check Amount
Total 51565:							2,858.49
01/16	01/04/2016	51566	11537	Toshiba Financial Services	Copier Lease 12/15/15-1/14/16	602-1715-0000-408	588.01
01/16	01/04/2016	51566	11537	Toshiba Financial Services	Copier Lease 1/15/16-2/14/16	602-1715-0000-408	588.01
Total 51566:							1,176.02
01/16	01/04/2016	51567	11632	Turner's Towing	Tow Unit #104 to Madera	215-5705-0000-320	96.00
Total 51567:							96.00
01/16	01/04/2016	51568	10756	Verizon Wireless	Cellular Phones for Fiscal Year 2015/2016	100-2610-0000-310	1,141.89
01/16	01/04/2016	51568	10756	Verizon Wireless	Cell Phones for 11/10/15-12/09/15	602-1715-0000-310	65.98
01/16	01/04/2016	51568	10756	Verizon Wireless	Cellular Phones 11/10/15-12/09/15	601-3615-0000-310	191.62
01/16	01/04/2016	51568	10756	Verizon Wireless	Cellular Phones for 11/10-12/9/2015	100-4805-0000-310	160.60
Total 51568:							1,560.09
01/16	01/04/2016	51569	11381	Zoom Imaging Solutions, Inc.	Copier Delivery & Installation	602-1715-0000-408	324.00
Total 51569:							324.00
01/16	01/04/2016	51570	11944	Madera County Records Office	Lien Release for #2012031228	100-1600-0000-849	13.00
Total 51570:							13.00
01/16	01/04/2016	51571	11541	Meyers Nave	Legal Services for Chowchilla VS Madera County	100-1615-0000-335	1,078.21
Total 51571:							1,078.21
01/16	01/04/2016	51572	7176	Myers Stevens & Toohey & Co In	PD Disability Insurance for January 2016	100-2805-0000-341	494.50
Total 51572:							494.50
01/16	01/04/2016	51573	8031	Principal Financial Group	Dental Insurance for January 2016	702-0100-0000-023	6,559.15
Total 51573:							6,559.15

GL Period	Check Issue Date	Check Number	Vendor Number	Payee	Description	Invoice GL Account	Check Amount
01/16	01/04/2016	51574	10571	US BANK (I.M.P.A.C. CAL-CARD)	Uniforms for PD	100-2610-0000-301	454.08
01/16	01/04/2016	51574	10571	US BANK (I.M.P.A.C. CAL-CARD)	Cal Card Expenses for PD	100-2610-0000-301	119.40
Total 51574:							573.48
01/16	01/20/2016	51575	6	3T Equipment Company	Repairs to unit #121	215-5705-0000-320	1,404.29
01/16	01/20/2016	51575	6	3T Equipment Company	Repairs to Unit #121/ Sewer Truck	215-5705-0000-301	4,745.21
Total 51575:							6,149.50
01/16	01/20/2016	51576	12829	Alexander, Diane	deposit refund for 17002 Golden Sands Way	205-0200-0000-043	96.32
Total 51576:							96.32
01/16	01/20/2016	51577	336	Alliant Insurance Service Inc.	Renewal of Airport Insurance 2016-2017	330-3805-0000-341	4,000.00
Total 51577:							4,000.00
01/16	01/20/2016	51578	12477	American Valley Waste Oil Inc	Pick up Used Oil	601-3615-0000-321	75.00
Total 51578:							75.00
01/16	01/20/2016	51579	421	AmeriPride	Supplies for the Garage	601-3615-0000-315	50.14
01/16	01/20/2016	51579	421	AmeriPride	Supplies for Public Works	305-3620-0000-315	119.62
01/16	01/20/2016	51579	421	AmeriPride	Supplies for the WWTP	215-5705-0000-315	15.89
01/16	01/20/2016	51579	421	AmeriPride	Supplies for the Senior Center	100-6615-0000-315	34.04
01/16	01/20/2016	51579	421	AmeriPride	Supplies for the Garage	601-3615-0000-315	40.64
01/16	01/20/2016	51579	421	AmeriPride	Supplies for Public Works	305-3620-0000-315	99.12
01/16	01/20/2016	51579	421	AmeriPride	Supplies for the Garage	601-3615-0000-315	50.14
01/16	01/20/2016	51579	421	AmeriPride	Supplies for Public Works	305-3620-0000-315	119.62
01/16	01/20/2016	51579	421	AmeriPride	Supplies for the WWTP	215-5705-0000-315	15.89
01/16	01/20/2016	51579	421	AmeriPride	mats for Civic Center	100-1705-0000-315	53.37
01/16	01/20/2016	51579	421	AmeriPride	Supplies for the Senior Center	100-6615-0000-315	34.04
01/16	01/20/2016	51579	421	AmeriPride	Uniform Jacket/ M. Breashears	205-7605-0000-301	48.94
Total 51579:							681.45
01/16	01/20/2016	51580	446	Anderson Pump Co	Water line repair parts/ Water Dept	205-7605-0000-317	127.94

GL Period	Check Issue Date	Check Number	Vendor Number	Payee	Description	Invoice GL Account	Check Amount
Total 51580:							127.94
01/16	01/20/2016	51581	646	AT & T	Telephone Service FY 15/16 - Open PO	602-1715-0000-310	1,663.38
Total 51581:							1,663.38
01/16	01/20/2016	51582	12493	Baker Supplies and Repairs	Back Pack Blower/ Parks Dept	100-6620-0000-301	475.19
01/16	01/20/2016	51582	12493	Baker Supplies and Repairs	Repair to the Parks Mower	100-6620-0000-301	86.99
Total 51582:							562.18
01/16	01/20/2016	51583	1281	BSK Associates	Open PO for Weekly Water test for the WWTP	215-5705-0000-350	81.25
01/16	01/20/2016	51583	1281	BSK Associates	Open PO for Weekly Water test for the Water Dept	205-7605-0000-350	168.00
01/16	01/20/2016	51583	1281	BSK Associates	Open PO for Weekly Water test for the WWTP	215-5705-0000-350	65.00
01/16	01/20/2016	51583	1281	BSK Associates	Open PO for Weekly Water test for the Water Dept	205-7605-0000-350	168.00
Total 51583:							482.25
01/16	01/20/2016	51584	1366	Buzz's Perfection Glass	new glass for kiosk	100-1705-0000-315	331.56
Total 51584:							331.56
01/16	01/20/2016	51585	1511	California Consulting LLC	Grant Writing Services 1/1/16-1/15/16	305-3620-0000-336	1,209.68
Total 51585:							1,209.68
01/16	01/20/2016	51586	1781	Caselle, Inc.	Contracted Support Services Dec 2015	602-1715-0000-302	490.00
Total 51586:							490.00
01/16	01/20/2016	51587	1856	CDW Government, Inc.	MSH OPT 200 USB MOU MAC/WIN	602-1715-0000-302	50.06
Total 51587:							50.06
01/16	01/20/2016	51588	2131	Chowchilla Dolt Best	Supplies for the Parks Dept	100-6620-0000-315	57.80
01/16	01/20/2016	51588	2131	Chowchilla Dolt Best	Supplies for RCW Park	100-6620-0000-315	16.98
01/16	01/20/2016	51588	2131	Chowchilla Dolt Best	Supplies for the Water dept	205-7605-0000-315	19.50
01/16	01/20/2016	51588	2131	Chowchilla Dolt Best	Supplies for the Water Dept	205-7605-0000-317	2.15

GL Period	Check Issue Date	Check Number	Vendor Number	Payee	Description	Invoice GL Account	Check Amount
01/16	01/20/2016	51588	2131	Chowchilla Dolt Best	Graffiti Abatement supplies	100-6620-0000-315	2.69
01/16	01/20/2016	51588	2131	Chowchilla Dolt Best	Graffiti Abatement supplies	100-6620-0000-315	30.74
01/16	01/20/2016	51588	2131	Chowchilla Dolt Best	Sfaety equip/ WWTP	215-5705-0000-302	8.62
01/16	01/20/2016	51588	2131	Chowchilla Dolt Best	Supplies for the Parks Dept	100-6620-0000-315	8.96
01/16	01/20/2016	51588	2131	Chowchilla Dolt Best	Supplies for the Parks Dept	100-6620-0000-315	2.69
Total 51588:							150.13
01/16	01/20/2016	51589	2211	Chowchilla Water District	Repairs to roadside drain on Ave 24	220-3650-0000-317	221.95
Total 51589:							221.95
01/16	01/20/2016	51590	12074	Comcast	Internet Service Oct 2015 - Jun 2016	602-1715-0000-310	243.64
Total 51590:							243.64
01/16	01/20/2016	51591	12643	David Leonard Associates	Rancho Calera SPA (Reimbursed)	701-0200-0000-042	225.00
Total 51591:							225.00
01/16	01/20/2016	51592	12830	DMP Development	deposit refund for 371 Molly	205-0200-0000-043	46.13
Total 51592:							46.13
01/16	01/20/2016	51593	3586	Ernest Packing Solutions-Fresn	Graffiti Removal supplies/ Parks dept	100-6620-0000-315	123.28
Total 51593:							123.28
01/16	01/20/2016	51594	3711	Farmers Hardware	Parts for the pressure washer	100-6620-0000-301	.73
01/16	01/20/2016	51594	3711	Farmers Hardware	2 GR 5 Bolt 1/4"-1"x6"	602-1715-0000-302	.95
01/16	01/20/2016	51594	3711	Farmers Hardware	Parts for the pressure washer	100-6620-0000-301	8.60
01/16	01/20/2016	51594	3711	Farmers Hardware	Arrow T50 Staples	100-4805-0000-320	4.09
01/16	01/20/2016	51594	3711	Farmers Hardware	Parts for the pressure washer	100-6620-0000-301	2.28
01/16	01/20/2016	51594	3711	Farmers Hardware	Repair parts for the WWTP Backhoe	215-5705-0000-301	17.81
01/16	01/20/2016	51594	3711	Farmers Hardware	Supplies for the WWTP	215-5705-0000-317	9.39
01/16	01/20/2016	51594	3711	Farmers Hardware	Supplies for the Parks Dept	100-6620-0000-315	18.35
01/16	01/20/2016	51594	3711	Farmers Hardware	Restroom Supplies / RCW Park	100-6620-0000-315	12.91
01/16	01/20/2016	51594	3711	Farmers Hardware	Return parts / Parks Dept	100-6620-0000-315	18.35-
01/16	01/20/2016	51594	3711	Farmers Hardware	Part return for the Parks Dept	100-6620-0000-315	.65-

GL Period	Check Issue Date	Check Number	Vendor Number	Payee	Description	Invoice GL Account	Check Amount
01/16	01/20/2016	51594	3711	Farmers Hardware	Supplies for the Streets Dept	305-3620-0000-301	10.80
01/16	01/20/2016	51594	3711	Farmers Hardware	Supplies for the RCW restroom	100-6620-0000-315	26.63
01/16	01/20/2016	51594	3711	Farmers Hardware	Supplies for the Parks Dept	100-6620-0000-315	51.80
Total 51594:							145.34
01/16	01/20/2016	51595	12212	Fastenal Company	Supplies for the Parks Dept	100-6620-0000-317	6.48
01/16	01/20/2016	51595	12212	Fastenal Company	Supplies for the WWTP	215-5705-0000-317	12.96
01/16	01/20/2016	51595	12212	Fastenal Company	Supplies for the Streets dept	305-3620-0000-317	17.20
01/16	01/20/2016	51595	12212	Fastenal Company	Gloves for the Parks Dept	100-6620-0000-302	18.63
01/16	01/20/2016	51595	12212	Fastenal Company	Supplies for the garage	601-3615-0000-321	12.96
01/16	01/20/2016	51595	12212	Fastenal Company	Supplies for the Parks Dept	100-6620-0000-317	12.78
01/16	01/20/2016	51595	12212	Fastenal Company	Safety equip/ WWTP	215-5705-0000-302	20.66
Total 51595:							101.67
01/16	01/20/2016	51596	12460	Fresno-Madera Area Agency on Aging	Non USDA Qualified Meals- Site Supplies	100-6615-0000-314	58.03
Total 51596:							58.03
01/16	01/20/2016	51597	12225	Home Depot Credit Services	Repairs to the Parks SHop Heater	100-6620-0000-315	160.35
Total 51597:							160.35
01/16	01/20/2016	51598	11971	Lautsch, Delores & John	deposit refund for 613 Trinity	205-0200-0000-043	46.40
Total 51598:							46.40
01/16	01/20/2016	51599	5896	Lax, William	deposit refund for 4240 Brentwood	205-0200-0000-043	28.63
Total 51599:							28.63
01/16	01/20/2016	51600	6191	Mace Pest Control	Monthly Service Senior Center	100-6615-0000-315	80.00
Total 51600:							80.00
01/16	01/20/2016	51601	6271	Madera County Economic	3rd Qtr appropriation FY 15/16	425-4950-6529-333	6,761.75

GL Period	Check Issue Date	Check Number	Vendor Number	Payee	Description	Invoice GL Account	Check Amount
Total 51601:							6,761.75
01/16	01/20/2016	51602	6791	Merced Sun-Star	AB1600 Public hearing	100-1720-0000-337	109.38
Total 51602:							109.38
01/16	01/20/2016	51603	12166	Merced Transportation	CATX monthly service for December	325-3705-0000-336	16,877.32
Total 51603:							16,877.32
01/16	01/20/2016	51604	12456	Merced Truck & Trailer Inc.	Repairs to Unit #349	305-3620-0000-320	341.35
Total 51604:							341.35
01/16	01/20/2016	51605	12282	Mid Valley Disposal Inc.	Disposal Services for 12/16/15-12/31/15	210-5605-0000-350	4,041.96
01/16	01/20/2016	51605	12282	Mid Valley Disposal Inc.	Rent for December 2015	100-1712-0000-800	52,851.05
Total 51605:							56,893.01
01/16	01/20/2016	51606	6966	Mobile Communications Inc.	Monthly Repeater Rental	325-3705-0000-301	84.00
Total 51606:							84.00
01/16	01/20/2016	51607	11445	MuniServices LLC	Sales Tax Reporting System ending 9/30/15	100-1600-0000-801	3,524.69
Total 51607:							3,524.69
01/16	01/20/2016	51608	7281	NBS Government Finance	correction to inv 12150146- underpaid	540-4830-0000-336	36.00
01/16	01/20/2016	51608	7281	NBS Government Finance	disclosure services RDA TAB series 2005	956-9950-0000-336	125.00
Total 51608:							161.00
01/16	01/20/2016	51609	12828	Null, Stephanie	deposit refund for 9320 Hillsborough	205-0200-0000-043	117.45
Total 51609:							117.45
01/16	01/20/2016	51610	7516	Office Depot	City Clerk Printing-Brochure, Paper, Folding	100-1610-0000-300	14.90
01/16	01/20/2016	51610	7516	Office Depot	supplies for Fire Dept	100-2705-0000-301	223.84

GL Period	Check Issue Date	Check Number	Vendor Number	Payee	Description	Invoice GL Account	Check Amount
01/16	01/20/2016	51610	7516	Office Depot	Office supplies / Public Works	215-5705-0000-300	28.39
01/16	01/20/2016	51610	7516	Office Depot	Office supplies for Finance	100-1720-0000-300	346.08
Total 51610:							613.21
01/16	01/20/2016	51611	12330	Pacific Plan Review Inc	plan check 208 Fig Tree Perm# 15-0348	100-4805-0000-337	8,251.30
01/16	01/20/2016	51611	12330	Pacific Plan Review Inc	plan check for 610 N 5th- Solar	100-4805-0000-337	225.00
01/16	01/20/2016	51611	12330	Pacific Plan Review Inc	plan for 6425 Diablo- Solar perm# 15-0374	100-4805-0000-337	225.00
Total 51611:							8,701.30
01/16	01/20/2016	51612	11482	Price Paige & Company	2014/2015 Audit	956-9950-0000-302	4,000.00
Total 51612:							4,000.00
01/16	01/20/2016	51613	8796	S & W Auto Parts Inc.	Parts for Unit #353	305-3620-0000-320	9.49
01/16	01/20/2016	51613	8796	S & W Auto Parts Inc.	Parts for Unit #22	325-3705-0000-320	14.68
01/16	01/20/2016	51613	8796	S & W Auto Parts Inc.	Parts for Unit #168	305-3620-0000-320	210.60
01/16	01/20/2016	51613	8796	S & W Auto Parts Inc.	supplies for city garage	601-3615-0000-321	13.20
Total 51613:							247.97
01/16	01/20/2016	51614	8836	Safety-Kleen	Serviced solvent tank at Garage	601-3615-0000-321	262.44
Total 51614:							262.44
01/16	01/20/2016	51615	8906	San Joaquin Valley Air	Permit fee for the WWTP generator	215-5705-0000-317	502.00
Total 51615:							502.00
01/16	01/20/2016	51616	9206	Self Help Enterprises	Loan Portfolio Mgmt Services - RDA	956-9950-0000-336	1,760.00
Total 51616:							1,760.00
01/16	01/20/2016	51617	9791	Steves Chevrolet of Chowchilla	Smog Check Unit #353	601-3615-0000-320	49.95
Total 51617:							49.95
01/16	01/20/2016	51618	10116	Tesei Petroleum Inc.	Fuel for the Corp Yard	305-3620-0000-320	573.97

GL Period	Check Issue Date	Check Number	Vendor Number	Payee	Description	Invoice GL Account	Check Amount
01/16	01/20/2016	51618	10116	Tesei Petroleum Inc.	Propane for Unit #152	305-3620-0000-301	8.41
01/16	01/20/2016	51618	10116	Tesei Petroleum Inc.	Fuel for City	325-3705-0000-320	2,389.52
01/16	01/20/2016	51618	10116	Tesei Petroleum Inc.	Fuel for City	325-3705-0000-320	1,695.13
Total 51618:							4,667.03
01/16	01/20/2016	51619	10131	TF Tire & Service	Tire repair Unit #24	100-6620-0000-320	22.00
01/16	01/20/2016	51619	10131	TF Tire & Service	Repair flat tire Unit #24	100-6620-0000-320	22.00
Total 51619:							44.00
01/16	01/20/2016	51620	10176	The Presort Center	envelopes for city	100-1710-0000-300	20.14
Total 51620:							20.14
01/16	01/20/2016	51621	11537	Toshiba Financial Services	Copier Lease from 1/1/16-1/31/16	602-1715-0000-408	885.60
Total 51621:							885.60
01/16	01/20/2016	51622	10756	Verizon Wireless	Cellular Phones for Fiscal Year 2015/2016	210-5605-0000-310	478.37
01/16	01/20/2016	51622	10756	Verizon Wireless	Cellular Phones for Fiscal Year 2015/2016	325-3705-0000-310	313.97
01/16	01/20/2016	51622	10756	Verizon Wireless	Celluar Phones from 12/10/15-1/9/2016	100-4805-0000-310	81.44
Total 51622:							873.78
01/16	01/20/2016	51623	11381	Zoom Imaging Solutions, Inc.	Monthly Copier Usage	602-1715-0000-301	25.37
01/16	01/20/2016	51623	11381	Zoom Imaging Solutions, Inc.	Monthly Copier Usage	602-1715-0000-301	35.62
Total 51623:							60.99
01/16	01/20/2016	51624	12181	American Fidelity	Insurance Premiums for January 2016	702-0100-0000-023	3,106.36
Total 51624:							3,106.36
01/16	01/20/2016	51625	12733	Brian Haddix	Per Diem for League of Cities Meeting	100-1710-0000-307	160.56
Total 51625:							160.56
01/16	01/20/2016	51626	2136	Chowchilla Employees Assn.	Employee Contribution	702-0200-0000-040	45.00

GL Period	Check Issue Date	Check Number	Vendor Number	Payee	Description	Invoice GL Account	Check Amount
01/16	01/20/2016	51626	2136	Chowchilla Employees Assn.	Employee Contribution	702-0200-0000-040	45.00
Total 51626:							90.00
01/16	01/20/2016	51627	12408	Chowchilla Mid-Management	Employee Contributions	702-0200-0000-040	274.50
01/16	01/20/2016	51627	12408	Chowchilla Mid-Management	Employee Contributions	702-0200-0000-040	274.50
Total 51627:							549.00
01/16	01/20/2016	51628	2166	Chowchilla Office	Employee Contributions	702-0200-0000-040	156.00
01/16	01/20/2016	51628	2166	Chowchilla Office	Employee Contributions	702-0200-0000-040	156.00
Total 51628:							312.00
01/16	01/20/2016	51629	2171	Chowchilla Peace Officers	Employee Contribution	702-0200-0000-040	903.00
01/16	01/20/2016	51629	2171	Chowchilla Peace Officers	Employee Contribution	702-0200-0000-040	903.00
Total 51629:							1,806.00
01/16	01/20/2016	51630	11622	Cota Cole LLP	Legal Fees for Monthly Retainer	100-1615-0000-335	8,341.54
01/16	01/20/2016	51630	11622	Cota Cole LLP	Legal Fees for Rancho Calera	701-0200-0000-042	1,330.00
01/16	01/20/2016	51630	11622	Cota Cole LLP	Legal Fees for Heffington Abatement	100-1615-0000-335	3,282.15
01/16	01/20/2016	51630	11622	Cota Cole LLP	Legal Fees for Collective Bargaining	100-1615-0000-335	456.00
01/16	01/20/2016	51630	11622	Cota Cole LLP	Legal Fees for Employee Complaints	100-1615-0000-335	836.00
Total 51630:							14,245.69
01/16	01/20/2016	51631	12618	Craig Locke	Mileage to Interwest Consulting	305-3620-0000-307	69.58
Total 51631:							69.58
01/16	01/20/2016	51632	3836	Fitness Peak	Employee Contribution	702-0200-0000-040	140.00
01/16	01/20/2016	51632	3836	Fitness Peak	Employee Contribution	702-0200-0000-040	140.00
Total 51632:							280.00
01/16	01/20/2016	51633	11772	PARS	PARS Administration for November 2016	207-7705-0000-206	424.48

GL Period	Check Issue Date	Check Number	Vendor Number	Payee	Description	Invoice GL Account	Check Amount
Total 51633:							424.48
01/16	01/20/2016	51634	1606	State of California-BOE	2015 Sales & Use Tax	701-0200-0000-042	402.00
Total 51634:							402.00
01/16	01/20/2016	51635	11640	TotalFunds By Hasler	funds for postage meter	100-0100-0000-020	500.00
Total 51635:							500.00
01/16	01/20/2016	51636	12044	U.S. Bank (PARS)	Employee Contributions	702-0200-0000-040	121.38
01/16	01/20/2016	51636	12044	U.S. Bank (PARS)	Employee Contributions	702-0200-0000-040	185.54
Total 51636:							306.92
01/16	01/20/2016	51637	10571	US BANK (I.M.P.A.C. CAL-CARD)	Gear Box for the WWTP	215-5705-0000-317	22.99
01/16	01/20/2016	51637	10571	US BANK (I.M.P.A.C. CAL-CARD)	USPS- postage	100-4805-0000-300	27.15
01/16	01/20/2016	51637	10571	US BANK (I.M.P.A.C. CAL-CARD)	Headphones for the Leak Detector/ Water Dept	205-7605-0000-301	124.00
01/16	01/20/2016	51637	10571	US BANK (I.M.P.A.C. CAL-CARD)	Office Max- supplies	100-1710-0000-300	290.99
01/16	01/20/2016	51637	10571	US BANK (I.M.P.A.C. CAL-CARD)	Municipal Finance Conference	100-1720-0000-307	792.30
01/16	01/20/2016	51637	10571	US BANK (I.M.P.A.C. CAL-CARD)	CA Peace Officer Assoc meeting	100-2610-0000-305	190.98
01/16	01/20/2016	51637	10571	US BANK (I.M.P.A.C. CAL-CARD)	License renewal/ J. Roman	100-6620-0000-307	60.00
01/16	01/20/2016	51637	10571	US BANK (I.M.P.A.C. CAL-CARD)	Supplies for the Streets Dept	305-3620-0000-310	385.85
01/16	01/20/2016	51637	10571	US BANK (I.M.P.A.C. CAL-CARD)	Dell- hard drives for storage	602-1715-0000-302	550.87
01/16	01/20/2016	51637	10571	US BANK (I.M.P.A.C. CAL-CARD)	repairs to equipment	602-1715-0000-302	753.64
Total 51637:							3,198.77
01/16	01/20/2016	51638	12016	Vision Service Plan - (CA)	Vision Service for January 2016	702-0100-0000-023	728.76
Total 51638:							728.76
01/16	01/21/2016	51639	196	AFLAC	Employee Contribution	702-0200-0000-040	293.25
Total 51639:							293.25
01/16	01/21/2016	51640	12181	American Fidelity	Insurance Premiums for February 2016	702-0100-0000-023	3,106.36

GL Period	Check Issue Date	Check Number	Vendor Number	Payee	Description	Invoice GL Account	Check Amount
Total 51640:							3,106.36
01/16	01/21/2016	51641	12382	Johnson, Deidre	PTSC Training	100-2610-0000-305	48.00
Total 51641:							48.00
01/16	01/21/2016	51642	11944	Madera County Records Office	Release Lien #2015015590	100-1600-0000-849	13.00
Total 51642:							13.00
01/16	01/21/2016	51643	12373	Mitchell, Jordan	PTSC Training	100-2610-0000-305	48.00
Total 51643:							48.00
Grand Totals:							273,008.85

Report Criteria:  
 Report type: Invoice detail



## REPORT TO THE CITY COUNCIL

Council Meeting of February 9, 2016

<b>Agenda Section:</b>	<u>Consent</u>
<b>SUBJECT:</b>	<b>Declare Burned Water Truck Surplus and Authorize Disposal to the Highest Salvage Bidder</b>
<b>Prepared By:</b>	<u>Harry Turner, Fire Chief/ Fleet Manager</u>
<b>Approved By:</b>	<u>Brian Haddix, City Administrator</u>

### **RECOMMENDATION:**

Declare burned water truck as surplus and authorize disposal to high bidder for salvage. Funds to be used for replacement water truck.

### **HISTORY / BACKGROUND:**

In August of 2015 the City owned water truck was burned in a fire along Berenda Slough. Administration staff and the Fire Chief have worked with the City's insurance in obtaining the value and replacement for the burned truck. With the City's insurance having agreed on the replacement value and the replacement truck having been ordered, we now need to dispose of the burned truck. Both City staff and the City's insurance have determined the truck is damaged beyond reasonable repair. The adjuster for the City's insurance company obtained salvage value quoted from two companies and a third company denied bidding on the burned truck.

While the truck has been setting in the Corporation yard at the rear of the fire station another individual has approached the Fire Chief about purchasing the burned water truck. Mr. Borba from Borba Ranches of El Nido has expressed a desire to purchase the truck for the amount of \$4,250.00.

The summary of the salvage bids received from the insurance company are as follows:

LKQ Heavy Truck from Fresno	Declined to bid/ not interested
Hoffman Farms from Kerman	\$2,551.00
EO Truck & Trailer from Ceres	\$4,025.00
Borba Ranches from El Nido	\$4,250.00

The funds from this salvage sale will be used for the replacement truck in lieu of trade in from dealer that will provide new replacement truck. Staff had discussed this with the City Attorney, and he concurs the use of the salvage funds to be used in lieu of trade in is consistent with the intent of the City's Municipal Code and that once this vehicle is determined to be surplus it can be sold to the highest salvage bidder. The high salvage bidder is Borba Ranches out of El Nido.

### **FINANCIAL IMPACT:**

Revenue of \$4,250.00 to be paid to the City by Borba Ranches. Funds to be used for purchase of new replacement water truck.

### **ATTACHMENTS:**

Resolution

**COUNCIL RESOLUTION # - 16**

**A RESOLUTION OF THE CITY COUNCIL OF THE CITY OF CHOWCHILLA, CALIFORNIA  
DECLARING BURNED WATER TRUCK SURPLUS AND AUTHORIZING DISPOSAL AS  
SALVAGE TO THE HIGHEST BIDDER**

**WHEREAS**, the City of Chowchilla Fire Department has a water truck that has burned and is no longer serviceable; and

**WHEREAS**, the fire department has ordered a replacement water truck with Council Approval; and

**WHEREAS**, the salvage value of the burned water truck will be used to complete the purchase of the new water truck in lieu of trade in value; and

**WHEREAS**, the City's insurance secured salvage bids for the burned water truck; and

**WHEREAS**, the City staff has received a higher offer for salvage from a local farmer than was offered by the vendors contacted by the City's Insurance adjuster.

**NOW, THEREFORE, BE IT RESOLVED** that the City Council of the City of Chowchilla hereby finds and determines the following:

1. The above recitals are true and correct.
2. The City Council declares the burned water truck as surplus and authorizes its disposal
3. The surplus burned water truck to be sold to Borba Ranches of El Nido for the amount of \$4,225.00 as the high bidder for salvage.
4. Burned water truck is sold as is/ where is as salvage.
5. This resolution is effective immediately upon adoption.

**PASSED AND ADOPTED** by the City Council of the City of Chowchilla this 9th day of February, 2016 by the following vote to wit:

**AYES:**

**NOES:**

**ABSENT:**

**ABSTAIN:**

**APPROVED:**

\_\_\_\_\_  
Waseem Ahmed, Mayor

**ATTEST:**

\_\_\_\_\_  
Joann McClendon, CMC  
Interim City Clerk



## REPORT TO THE CITY COUNCIL

Council Meeting of February 9, 2016

<b>Agenda Section:</b>	<u>Consent</u>
<b>SUBJECT:</b>	<b>Consideration of a Resolution for Annual Encroachment Permits on State Route 233 (Robertson Blvd.) and Authorizing the City Administrator to Approve the Permits on Behalf of the City Council</b>
<b>Prepared By:</b>	<u>Janene Hicks, Permit Technician</u>
<b>Authorized By:</b>	<u>Craig Locke, Public Works Director/City Engineer</u>
<b>Approved By:</b>	<u>Brian Haddix, City Administrator</u>

### **RECOMMENDATION:**

Approval of a Resolution authorizing the City Administrator to approve permits on behalf of City Council per Consent Calendar minute order by roll call vote.

### **HISTORY / BACKGROUND:**

These are routine annual encroachment permits requested for local annual events and activities for the 2016 calendar year. The State of California, Department of Transportation is now requesting that the City of Chowchilla issue a yearly resolution for all annual events and activities that take place on State Route 233 (Robertson Blvd.) in order to process an encroachment permit for each event. The Community & Economic Development Department will monitor guidelines for compliance of insurance, fees, circulation and safety issues and process applications accordingly.

### **FINANCIAL IMPACT:**

If additional Police and Public Safety personnel are required or if the Public Works Department is required to handle special set up of barricades or other items, the event sponsor will be billed accordingly.

### **ATTACHMENTS:**

Resolution

### **SPECIAL INSTRUCTIONS:**

Administrative Services to forward a copy of the signed resolution to the Community & Economic Development Department. Documents to be scanned into LaserFiche.

**COUNCIL RESOLUTION # -16**

**A RESOLUTION OF THE CITY COUNCIL OF THE CITY OF CHOWCHILLA, CALIFORNIA, REGARDING ANNUAL ENCROACHMENT PERMITS ON STATE ROUTE 233 (ROBERTSON BOULEVARD) AND AUTHORIZING THE CITY ADMINISTRATOR TO APPROVE THE PERMITS ON BEHALF OF THE CITY OF CHOWCHILLA**

**WHEREAS**, the City of Chowchilla receives applications to place banners; have parades or special events as listed below from various organizations annually asking for approval of encroaching on State Route 233 (Robertson Blvd.); and

**Parades: Banners/Decorations; Western Stampede Event; Christmas Decorations; Spring Festival Parade (Third Saturday in May)**

**WHEREAS**, the City of Chowchilla has reviewed and considered the request(s) and determines that there are no conflicting sound reasons why said request(s) would not be approved and granted; and

**WHEREAS**, the City administrator is authorized to approve the permits on behalf of the City of Chowchilla; and

**NOW, THEREFORE, BE IT RESOLVED**, by the City Council of the City of Chowchilla that the approved annual activities listed above in said Resolution be authorized and the State of California, Department of Transportation is requested to issue an encroachment permit(s) for the approved activities.

**BE IT FURTHER RESOLVED** that the organization(s) will conduct their activities in compliance with City Ordinances, Resolutions, and all other legal permits and regulations as maybe required by applicable guidelines, policies and laws.

**PASSED AND ADOPTED** by the City Council of the City of Chowchilla this 9th day of February, 2016 by the following vote to wit:

**AYES:**

**NOES:**

**ABSENT:**

**ABSTAIN:**

**APPROVED:**

\_\_\_\_\_  
Waseem Ahmed, Mayor

**ATTEST:**

\_\_\_\_\_  
Joann McClendon, CMC  
Interim City Clerk



## REPORT TO THE CITY COUNCIL

Council Meeting of February 9, 2016

**Agenda Section:** New Business

**SUBJECT:** **Approve Contract With Quad Knopf for Planning and Environmental Services for the City of Chowchilla as Described in the Scope of Services within the Request for Qualifications, Authorizing the City Administrator to Execute all Related Documents Thereto**

**Prepared By:** Joann McClendon, Interim City Clerk

**Authorized By:** Brian Haddix, City Administrator

**Approved By:** Brian Haddix, City Administrator

### **RECOMMENDATION:**

Approve the Agreement for Professional Services with Quad Knopf for Planning and Environmental services and authorize the City Administrator to execute all related documents thereto.

### **HISTORY / BACKGROUND:**

As a result of the continuing stagnation in construction activities, the Planning Department has only a fraction of the customers that were common in past years. Most current customers come to the city with minor projects that do not require services of a fulltime City Planner. Therefore, in an effort to more efficiently manage the expenditure of tax dollars while continuing to provide the services that are necessary in a timely and professional manner, staff has investigated alternative methods for providing these services and determined that a contract Planner can provide the essential services and provide reliable coverage of our customer service counter during the hours that they are in the office.

Due to the prolonged downturn in construction activities, there are considerably fewer projects requiring Planning Department services on a daily basis. Consequently, less revenue is generated by the Planning Department to pay for services, and it is no longer cost-effective to retain a full-time, in-house Planner.

This proposal to contract with Quad Knopf will maintain essential planning services for Chowchilla residents and developers, but Chowchilla will only pay for the hours that are actually used.

### **FINANCIAL IMPACT:**

Services will be paid for with salary savings from the Interim Planner recently vacated and Administrative Services Department contingency account.

### **ATTACHMENTS:**

Resolution

**COUNCIL RESOLUTION # - 16**

**A RESOLUTION OF THE CITY COUNCIL OF THE CITY OF CHOWCHILLA, CA  
AUTHORIZING THE CITY ADMINISTRATOR TO EXECUTE A CONTRACT FOR  
PLANNING AND ENVIRONMENTAL SERVICES**

**WHEREAS**, the City of Chowchilla Senior Planner position have recently become vacant; and

**WHEREAS**, the Community Development Department's current and potential projects cannot be reasonably accommodated with existing staff; and

**WHEREAS**, the Community Development Department requires a variety of specialized skills and knowledge cannot be found in a single individual; and

**WHEREAS**, to utilize these specialized skills and knowledge a consultant must be selected and prices negotiated for 'on call' basis services; and

**WHEREAS**, the Chowchilla City Council authorized staff to release a Request for Qualification to determine the most qualified consultant team to meet the goals of the City Council; and

**WHEREAS**, Quad Knopf was determined to be the most qualified and responsible respondent through an unbiased review process, and

**WHEREAS**, this resolution, if approved, will authorize the City Administrator to execute a contract for On Call Planning and Environmental Services.

**NOW, THEREFORE, LET IT BE RESOLVED** that the City Council of the City of Chowchilla hereby finds and determines the following:

1. The above recitals are true and correct.
2. This resolution is effective immediately upon adoption.
3. City Council further authorizes the City Administrator to execute all applicable documents.

**PASSED AND ADOPTED** by the City Council of the City of Chowchilla this 9th day of February, 2016 by the following vote to wit:

**AYES:**

**NOES:**

**ABSENT:**

**ABSTAIN:**

APPROVED:

\_\_\_\_\_  
Waseem Ahmed, Mayor

ATTEST:

\_\_\_\_\_  
Joann McClendon, CMC  
Interim City Clerk

**STATEMENT OF QUALIFICATIONS**  
**CITY OF CHOWCHILLA**  
**CONSULTANT PLANNER**  
**(PLANNING & ENVIRONMENTAL) SERVICES**



**Quad Knopf**



January 11, 2016

Mr. Rod C. Pruett, CPA  
Director of Finance  
City of Chowchilla  
130 S. Second Street  
Chowchilla, CA 93610

**Re: Statement of Qualifications – Consultant Planner for Planning and Environmental Services**

Dear Mr. Pruett:

Quad Knopf is pleased to submit this Statement of Qualifications for **Consultant Planner for Planning and Environmental Services**, which we've prepared in accordance with the submittal requirements contained in the City's Request for Qualifications. From a previous meeting and discussions with the City of Chowchilla staff, we understand that the City is processing a large number and variety of development applications and that the City wishes to obtain a contract city planner in order to ensure incoming projects move through the entitlement and CEQA process as quickly and smoothly as possible.

We believe that our firm is very well suited to assist the City with contract planning and environmental services for the following reasons:

- ◆ Quad Knopf has an extensive, longstanding, and successful record of providing contract planning and environmental services to municipalities throughout California's Central Valley,
- ◆ The range and depth of experience of our team will ensure that all issues and needs can be addressed expeditiously and professionally,
- ◆ The Quad Knopf team has extensive experience in dealing with a wide range of environmental and municipal planning issues,
- ◆ Our contract planning project manager, Des Johnston, AICP, is familiar with Chowchilla's planning and environmental issues, as he has extensive previous planning experience working in the Chowchilla area, and
- ◆ Chowchilla is close to both our Merced and Fresno offices, from which services will be managed and work will be completed.

For this on-call services assignment, Des Johnston, AICP, will serve as Project Manager and be the Primary Point of Contact for the City. Mr. Johnston can be reached in our Merced office at:

Des Johnston, AICP – Senior Planner/Project Manager  
Ph: (209) 723-2066 ext. 7019 / Email: [DesJ@quadknopf.com](mailto:DesJ@quadknopf.com)

We look forward to the opportunity of working alongside City staff to assist in growing Chowchilla's thriving and "green" economy.

Sincerely,

Des Johnston, AICP  
Principal Planner

Amber Adams  
Northern Region Manager

P150641

# Statement of Qualifications

## CITY OF CHOWCHILLA

### Consultant Planner

# (Planning & Environmental) Services

**Rod C. Pruett, CPA, Director of Finance**

City of Chowchilla

130 S. Second Street

Chowchilla, CA 93610



**Quad Knopf**

2816 Park Avenue

Merced, California 95348-3375

(209) 723-2066

January 11, 2016

P150641

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## APPENDIX

Resumes



## STATEMENT OF QUALIFICATIONS

### Relevant Qualifications

#### Firm Profile

Quad Knopf, a California Corporation, has a diverse staff of 120 employees in five offices – **Merced**, Fresno, Visalia (our headquarters), Roseville, and Bakersfield. With a focus on our clients' specific needs and expectations, Quad Knopf provides an extensive range of technical services, **including environmental and land use planning, environmental compliance, biology**, civil engineering, traffic engineering, geotechnical engineering, land surveying, geographic information systems, construction management, labor compliance, landscape architecture, and utility coordination.



**Since 1972**, Quad Knopf has successfully partnered with a number of **cities, counties, LAFCos, State and other public agencies**, to use our talents and services in the development of efficient solutions that have lasting positive impacts. These efforts result in the establishment of sustainable communities that offer a better quality of life.

Quad Knopf has two local offices, and has the capabilities and experience to offer the advantages of a full range of professional and technical expertise, while at the same time offering the direct and personal attention typically associated with smaller companies. This results in Quad Knopf's ability to offer clients a greater level of interaction and involvement with key personnel – enabling us to meet, and exceed, client expectations.

The firm's knowledge of land use, urban design, policy planning, and coordination and cooperation with other consultants has been gained through **over 42 years** of involvement with projects for both **public agencies and private clients**. Our personnel are accustomed to providing design and consulting services for both the public and private sectors. We provide our clients with practical experience due largely in part to our work with developers and builders and our realistic approach to market research within an ever-changing market.

#### Professional Services

##### Planning Services

##### *Contract Planning Experience*

Quad Knopf has provided contract planning and environmental services for a number of California cities. Serving as an extension of City staff, our services have included interacting with the public and applicants at the front counter, evaluation and review of submittals, preparation of staff reports, recommendations to staff, and presentations to Planning Commissions and City Councils at public hearings. Some of our current and past clients include:

- ◆ **City of Delano** – currently providing on-site community development support services
- ◆ **City of Lemoore** – currently providing on-site planning services and GIS

- ◆ **City of Sanger** – previously provided on-site and front counter planning services
- ◆ **City of Dinuba** – currently providing on-call planning services, Housing Element assistance, and GIS
- ◆ **City of Selma** – previously provided on-call planning services
- ◆ **City of Corcoran** – currently providing on-call services for planning assistance and GIS
- ◆ **County of Calaveras** – previously provided front counter staff service
- ◆ **City of Rocklin** – previously provided contract planning staff services and General Plan assistance
- ◆ **City of Lincoln** – recently selected to provide on-call planning services, as needed, for the City

### Land Use Planning/Urban Design

The firm's knowledge of land use, urban design, policy planning, and coordination and cooperation with other consultants has been gained through over 42 years of involvement with projects for both public agencies and private clients. Our personnel are accustomed to providing design and consulting services for both the public and private sectors. We provide our clients with practical experience due largely in part to our work experience inside city planning departments.



*Downtown East Precise Plan – Hanford, CA*

### Current Planning Services

- ◆ Master Planned Communities Conceptual & Complete Design Guidelines
- ◆ Land Use and Site Planning
- ◆ Urban Design
- ◆ Specific Plan Development
- ◆ Feasibility Studies/Due Diligence
- ◆ Urban Infill/Redevelopment
- ◆ Traffic Calming/Walkable Communities
- ◆ Adaptive Reuse/Brownfields
- ◆ Sustainable Design
- ◆ New Urbanist Communities
- ◆ Main Street Revitalization
- ◆ Open Space Conservation Design
- ◆ Rural Communities Preservation
- ◆ Public Outreach and Visioning
- ◆ Town Centers/Mixed-Use Development
- ◆ Transit Oriented Development
- ◆ Design Guidelines/Development Standards

### Policy Planning Services

- ◆ Zoning Ordinances
- ◆ General Plans and Amendments
- ◆ Agency Support/Extension of Staff
- ◆ Community/Precise/Corridor Plans
- ◆ Specific Plans/Master Plans /PUD Overlays
- ◆ Permit/Entitlement Processing
- ◆ Conditional/Major Use Permits
- ◆ Subdivision Ordinances
- ◆ Capital Improvement/Implementation Plans
- ◆ Planned Development Permits
- ◆ Site Development Permits
- ◆ LAFCo Applications
- ◆ Local Coastal Plans and Amendments
- ◆ Sphere of Influence Reports
- ◆ Due Diligence Studies/Site Investigation Reports

## Environmental Services

Our strategy is to provide integrated services, combining each of our disciplines to achieve overall environmental compliance for a project. From start to finish, we have experts who work together to help our clients through the (sometimes complex) environmental compliance process. Through this strategy we can ensure that our clients are receiving the very best service we can offer.



Quad Knopf's goal is to use the talents of our staff and qualified subconsultants to develop efficient solutions that produce positive impacts for our clients and those who depend on them. Quad Knopf is a leader in providing environmental and planning services to communities throughout California. With years of applicable experience in cities and communities of varying sizes, the firm's planning staff has been extensively involved in the preparation of Environmental Impact Reports (EIRs), Negative Declarations, Categorical Exemptions, as well as other environmental documents and permits in accordance with CEQA regulations. We also prepare environmental documents in compliance with the National Environmental Policy Act (NEPA), when appropriate.

We pride ourselves on delivering our work product in a timely fashion and we believe this is one of the reasons why we have such a successful record of client retention.



### *CEQA/NEPA Documentation Experience*

Quad Knopf has, since the implementation of CEQA and NEPA in the early 1970's, prepared **nearly 4,000 environmental studies**. This experience is particularly significant in that our work with local agencies, on issues where public controversy was focused, has produced a track record of substantial success in devising practical approaches to the mitigation of potential environmental concerns. We have developed and maintained strong relationships with applicable regulatory agencies and their

staff, and we pride ourselves on our excellent track record of preparing legally defensible environmental documents.

Of particular note, Quad Knopf has prepared CEQA and NEPA documentation for a variety of municipal projects ranging from mixed-use projects, to sphere of influence expansions, to transportation improvement projects, to wastewater treatment plant expansions, and similar projects. The following services are provided by our expert staff:

#### *CEQA:*

- ◆ CEQA Categorical Exemptions
- ◆ Initial Studies
- ◆ Negative Declarations
- ◆ Mitigated Negative Declarations
- ◆ Environmental Impact Reports

#### *NEPA:*

- ◆ NEPA Categorical Exclusions
- ◆ Environmental Assessments
- ◆ FONSI
- ◆ Environmental Impact Statements

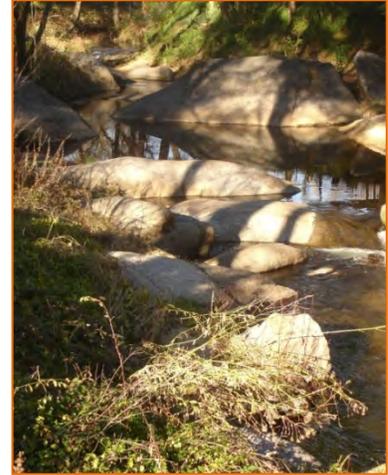
#### *Technical Studies:*

- ◆ Air Quality/GHG Studies
- ◆ Biological Assessments
- ◆ Traffic Impact Studies
- ◆ Water Supply Assessments

### Biological Resources

Quad Knopf biological staff includes specialists in plant ecology and vegetation, habitat community analysis and mapping, wildlife biology, endangered species, and wetlands. They provide a full range of natural sciences services in support of CEQA and NEPA and the federal and State Endangered Species Acts. We are adept at successfully leading clients through the agency permitting processes and at providing services to support the timely completion of construction activities (such as on-site monitoring).

Quad Knopf is recognized by State and federal agencies for its expertise in impact assessment, preconstruction and construction monitoring, and mitigation design for projects that could potentially affect sensitive species.



### Agency Permitting

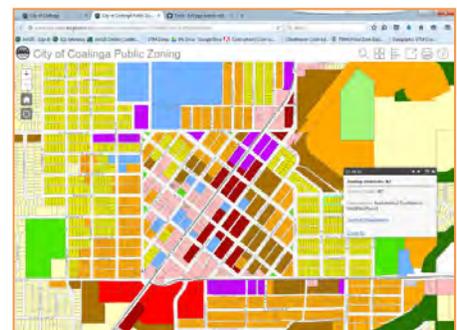
Quad Knopf ensures compliance with, preparing applications for, coordinating the approval process of, securing permits and agreements for, and participating in the implementation of the following:

- ◆ U.S. Army Corps of Engineers
  - Section 404 and 404(1)(b) Permits, Clean Water Act
  - Wetland Delineations
  - Mitigation, Monitoring and Reporting Plans
  - Restoration Plans
- ◆ Regional Water Quality Control Board
  - Section 401 permits, Clean Water Act
  - Storm Water Pollution Prevention Plans
  - National Pollutant Discharge Elimination System (NPDES) permits
- ◆ California Department of Fish and Wildlife Service
  - Section 1602, California Fish and Wildlife Service Code Compliance
  - Section 2081 Incidental Take Permits
- ◆ U.S. Fish and Wildlife Service
  - Section 7 and 10(a)(1)(B) Consultations, Endangered Species Act
  - Habitat Conservation Plans
  - Protocol-level special-status species surveys

### Additional Services

Our staff has provided similar services in this manner to a number of clients, working as staff extensions in our clients' offices or at any of our office locations. Below are some brief titles of the additional services that we can provide.

- ◆ Geographic Information System (GIS) Services
- ◆ Public Participation and Outreach
- ◆ Civil and Traffic Engineering
- ◆ Land Surveying
- ◆ Utility Coordination
- ◆ Construction Management & Observation
- ◆ Landscape Architecture



**Local References**

"I just wanted thank you and your staff for all the hard work you all put into Dinuba's Housing Element. This process was new and daunting for me so it was reassuring to see your staff handle everything like the stone cold planners they are."

*Cristobal Carrillo, Staff Planner  
City of Dinuba*



"Quad Knopf is a professional organization that provides trained knowledgeable staff who listen to our needs in the delivery of projects and services to the City."

*Roman Dowling, P.E., Public Works Director/City Engineer  
City of Delano*



"...Throughout the project, [Quad Knopf] has provided a high standard of service to the City, and strived to ensure that the project was completed on time, on schedule and within budget in accordance with the original project requirements."

*Lewis R. Nelson, P.E., Public Works Director (Retired)  
City of Tulare*



"[Quad Knopf] has done an excellent job of coordinating the City's needs and responding in a professional and efficient manner."

*Bradley Dunlap, AICP (Retired)  
City of Porterville*



"Based on my experience working with Quad Knopf on fairly extensive projects, I can unreservedly recommend this firm to any prospective client."

*Bill Wagenhalls, Parks and Recreation Director (Retired)  
City of Tulare*



"In working with Quad Knopf, I have found their staff to be knowledgeable, responsive, and possess a solid working knowledge of engineering and of the overall project development process. I especially want to commend their focus on emphasizing teamwork and collaboration between TCAG, their client agencies and Caltrans project representatives and their respect for communication and contractual obligations."

*Ted Smalley, Executive Director  
Tulare County Association of Governments*



"Quad Knopf and its partners provided efficient services to the City and residents on a critical project on a very short time frame. The City is proud of this achievement and very pleased with the performance of Quad Knopf."

*Joe Hollstein, P.E., Former City Engineer  
City of Atwater*



"Quad Knopf has provided the City of Sanger a wide range of professional planning services and unparalleled customer service. We could not be more pleased with the company and its staff."

*Steve Carrigan, Former Assistant City Manager (Current Merced City Manager)  
City of Sanger*



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## Relevant Experience

### Planning Services

#### Contract Planning Experience

##### *On-Site Community Development Department Support – City of Delano, CA*



**Role:** Prime Consultant

**Client/Contact:** City of Delano  
Maribel Reyna, City Manager  
Ph: (661) 721-3340

Quad Knopf is contracted with the City of Delano to provide services as the Interim Community Development Director who oversees both the Building and Planning Divisions. Responsibilities include supervising departmental activities such as processing of building permits, entitlements, ordinance preparation, as well as providing guidance and technical expertise related to long-range and current planning issues. Quad Knopf also prepares, conducts peer review, and manages environmental documents. Quad Knopf staff planners are also representing the Community Development Department at public meetings and developer initiated meetings to discuss various planning related issues. Other duties include GIS development and support, legislative review, general plan maintenance and implementation, coordination with City Departments on day-to-day business, as well as daily interaction with potential developers and residents as it relates to community issues. Work being completed under this contract is currently being provided on-time and within budget.

**Key Personnel:** Jerome Keene – Contract Community Development Director  
Annalisa Perea – Planning Support Services

##### *On-Site Planning Services – City of Lemoore, CA*



**Role:** Prime Consultant

**Client/Contact:** City of Lemoore  
Judy Holwell, Interim Planning Director  
Ph: (559) 924-6740

Quad Knopf is currently providing technical planning services to the City and serving as city planner to the City Planning Commission and City Council. Essential ongoing duties and responsibilities include approximately 5 hours per week of front counter planning staff representation for the City's Community Development Department. Work being completed under this contract is currently being provided on-time and within budget. Additional tasks performed include:

- ◆ City Staff Representation at the Planning Counter: Discuss Zoning Ordinance and land use requirements with interested parties at the Planning Department's front counter and/or over the phone. Provide in-house representation to maintain healthy relationships with City staff.
- ◆ Project Entitlements/Site Plans: Conduct Planning Department review of project entitlements/site plans for proposed projects. Conduct preliminary design review, site plan review, director's review, and conditional use permitting review for incoming project proposals. Recommend approval/denial based on the City's ordinance requirements. Coordinate with internal agencies (Engineering, Public Works, Fire, Police, and Community and Economic Development) for comments, and incorporate into formal feedback for the applicant.

- ◆ Planning Research/Reports and Updates: Conducts planning research for existing General Plan Elements and projects and provides reports and updates to the City Staff (Community Economic Development Director, Assistant City Manager, City Manager, etc.).
- ◆ Planning Commission/City Council Meetings: Prepares bi-monthly or monthly Planning Commission and City Council meeting agendas, staff reports, and public noticing. Represents the City as the City Planner and Planning Commission Secretary in bi-monthly or monthly Planning Commission meetings.

**Key Personnel:** Steve Brandt, AICP – Contract City Planner

### *On-Site Planning Services – City of Sanger, CA*

**Role:** Prime Consultant

**Client/Contact:** City of Sanger  
Dan Spears, Community Development Director  
Ph: (559) 876-6300 ext. 1520



Quad Knopf provided on-site Contract Planning Staff services to the City of Sanger. Essential ongoing duties and responsibilities included approximately 20 hours per week of front counter planning staff representation for the City's Community Development Department. Additional tasks performed included:

- ◆ City Staff Representation at the Planning Counter: Discuss Zoning Ordinance and land use requirements with interested parties at the Planning Department's front counter and/or over the phone. Provided in-house representation to maintain healthy relationships with City staff.
- ◆ Project Entitlements/Site Plans: Conducted Planning Department review of project entitlements/site plans for proposed projects. Conducted preliminary design review, site plan review, director's review, and conditional use permitting review for incoming project proposals. Recommend approval/denial based on the City's ordinance requirements. Coordinated with internal agencies (Engineering, Public Works, Fire, Police, and Community and Economic Development) for comments, and incorporate into formal feedback for the applicant.
- ◆ Building Permit and Business License Applications Assistance
- ◆ Planning Commission/City Council Meetings: Prepared bi-monthly or monthly Planning Commission and City Council meeting agendas, staff reports, and public noticing. Represented the City as the City Planner and Planning Commission Secretary in bi-monthly or monthly Planning Commission meetings.
- ◆ Code Enforcement: Worked with code enforcement department to implement the current zoning and land use laws.

Work under this contract was completed on-time and within budget.

**Key Personnel:** Steve Brandt, AICP – Contract City Planner  
Jerome Keene – Contract City Planner  
Annalisa Perea – Contract City Planner  
Ginger White, AICP – Contract City Planner

*On-Call Planning Services and Housing Element Assistance  
– City of Dinuba, CA*



**Role:** Prime Consultant

**Client/Contact:** City of Dinuba

Blanca Beltran, Public Works Director  
Ph: (559) 591-5924

Cristobal Carrillo, Development Technician  
Ph: (559) 591-5906

Quad Knopf prepared the City of Dinuba's General Plan, Zoning Ordinance, and Housing Element Updates. Following these efforts, Quad Knopf is currently providing planning assistance to the City of Dinuba under an on-call contract. Our planning staff filled in as the City Planner while the current City Planner was out on paternity leave. Additionally, Quad Knopf provided on-site support by working at the planning counter in Dinuba and also provided entitlement support. Quad Knopf represented the planning department at City Council and Planning Commission meetings. Planning team members regularly provide guidance and advice to the City as various planning/CEQA related questions arise. Planning staff recently completed the City's 5<sup>th</sup> Cycle Housing Element Update (2015-2023) which was certified by HCD in December 2015. Work being completed under this contract is currently being provided on-time and within budget.

**Key Personnel:** Steve Brandt, AICP – Project Manager  
Ginger White, AICP – Housing Element Project Manager  
Jerome Keene – Planning Support Services  
Annalisa Perea, LEED AP-ND – Contract City Planner

## Additional Planning Experience

*City of Delano Development Cost and Fee Study – Delano, CA*

**Role:** Prime Consultant

**Client/Contact:** City of Delano

Roman Dowling, P.E., Public Works Director/City Engineer  
Ph: (661) 720-2219

Quad Knopf recently completed an update to the City of Delano's Development Cost and Fee Study. In October 2010 the Delano City Council authorized an update of its Development Cost and Fee Study. The project was placed on hold in 2011, and then revived in 2013. The report focused on Public Services and Facilities and identified appropriate development fees for new development within the City of Delano for public improvements such as water production, distribution, storage and treatment; sewer collection, wastewater treatment and disposal (including needed expansions of plant and disposal facilities); storm drainage; police facilities; parks and recreation facilities; general government facilities; circulation facilities; and fire facilities. Work was completed on-time and within budget.

**Key Personnel:** Annalisa Perea – Project Planner

*Copper River Ranch Development Impact Fee Nexus Study – Fresno, CA*

**Role:** Prime Consultant

**Client/Contact:** Copper River Development Company

Jeff Roberts, Vice President  
Ph: (559) 436-0900

Quad Knopf prepared a Development Impact Fee Nexus Study for the Copper River Ranch Development project located in the City of Fresno. The purpose of the Copper River Ranch (CRR) Development Fees was to establish a funding mechanism to help the City provide adequate levels of service within the

Copper River Ranch (CRR) Development project area and provide a mechanism to reimburse those developers who have constructed facilities above their proportional share. Quad Knopf has provided several updates (most recently 2015) to the original study completed in 2008. Work was completed on-time and within budget.

**Key Personnel:** Ron Wathen, P.E. – Project Manager

### *Marketplace at the Colony Planned Development and Tentative Parcel Map – Atwater, CA*

**Role:** Prime Consultant

**Client/Contact:** City of Atwater  
Scott McBride, Community Development Director  
Ph: (209) 357-6370

Quad Knopf is preparing an Initial Study/Mitigated Negative Declaration for the proposed subdivision of a 29 acre site consisting of two parcels. The CEQA analysis is required for the two Tentative Parcel Maps (TPMs), a Planned Development Master Plan (PD Master Plan), and a Planned Development Final Development Plan (PD Final Development Plan) for the project. Services also include air quality and greenhouse gas modeling and analysis, biological analysis report, and cultural records searches for the site. Work is currently being completed within the given timeframe and budget.

**Key Personnel:** Des Johnston, AICP – Project Manager/Environmental Planner  
Annalisa Perea, LEED AP – Environmental Planner

### *Downtown East Precise Plan – City of Hanford, CA*

**Role:** Prime Consultant

**Client/Contact:** City of Hanford  
Melody Haigh, Community Development  
Manager  
Ph: (559) 585-2583

*2014 Planning Award of Merit – Comprehensive Planning: Small Jurisdiction, American Planning Association (APA), California Chapter, Central Section*

The team of Quad Knopf, Inc. and Zumwalt-Hansen & Associates completed a Precise Plan and Overlay Zoning/Planned Unit Development for a seventeen block, 69-acre area of Hanford's eastern downtown and entrance to the City. The plan included policies and strategies for revitalization, urban design, and associated improvements. The Precise Plan document included zoning for mixed use; permitted land uses; a form based code for frontage types for commercial, mixed use, and residential buildings; development regulations; landscape guidelines; street improvements; traffic calming guidelines; parking policies; technical studies for noise, traffic, cultural resources, and air quality; and, a focused EIR.



The project's primary focus is the China Alley Revitalization Plan which has been identified as one of 2011's Most Endangered Historic Places in America by the National Trust for Historic Preservation. As a result, the document also included a chapter specifically devoted to China Alley Design Guidelines. The project also included an extensive public outreach plan, numerous Steering Committee and community workshops, a walking audit, and developing new plan submittal and approval policies to attract new development. In addition, Quad Knopf developed an implementation matrix that identified a list of

Downtown East projects, policies, and strategies and included responsible parties and time frame for completion.

**Key Personnel:** Steve Brandt, AICP, LEED AP – Project Manager/Planner

*Water/Sewer Rate Studies – County of Madera, Cities of Hanford, Farmersville, Exeter, and Arvin, CA*

**Role:** Prime Consultant

**Client/Contact:** Multiple Agencies

Quad Knopf has prepared Water/Sewer Rate Studies for various agencies including County of Madera, Cities of Hanford, Farmersville, Exeter, Lemoore, and Arvin, CA. The studies were prepared for the agencies based on their individual needs. Some studies were a simple review of existing budgets while others were a comprehensive evaluation of the entire infrastructure, manpower, and long term capital improvement needs. Quad Knopf follows the guidelines of the American Water Works Association guidelines for Water Rate Studies.

**Key Personnel:** Ron Wathen, P.E. – Project Manager

*Wastewater Treatment Plant Solar Project IS/MND, City of Sanger, CA*

**Role:** Prime Consultant

**Client/Contact:** City of Sanger

Dan Spears, Community Development Director

Ph: (559) 876-6300 ext. 1520

Quad Knopf prepared an Initial Study/Mitigated Negative Declaration for the proposed construction and operation of a 1 megawatt photovoltaic tracking system to provide a sustainable energy resource for the existing WWTP. The project consisted of single-axis trackers, grid-interactive inverters on concrete slabs and panel washing equipment. A total of 3,780 tiltable photovoltaic panels will be installed. The solar arrays would be enclosed by a 6-foot high chain link fence. The project system footprint was 286,041 square feet (6.57 acres). The project would utilize the existing dirt road that is located just east of the project site for vehicular access to the facility and a 6-foot high chain link fence is planned around the entire perimeter of the arrays with a vehicle gate and a personnel gate.

**Key Personnel:** Steve Brandt, AICP – Project Manager

Annalisa Perea, LEED AP – Environmental Planner

## Environmental Services

### Environmental Impact Report Experience

*Madera Travel Center EIR – City of Madera, CA*

**Role:** Prime Consultant

**Client/Contact:** City of Madera

Dave Merchen, Community Development Director

Ph: (559) 661-5430

Under contract to the City of Madera, Quad Knopf is preparing a full-scope EIR for this proposed travel center located at an existing intersection with SR 99. The proposed project includes a tentative subdivision map that would result in the 49-acre parcel being divided into five parcels, which will be

developed with restaurants, a hotel, a travel stop and tire shop, and an RV and boat storage facility. Work is currently being completed within the given timeframe and budget.

**Key Personnel:** Ginger White, AICP – Project Manager  
Des Johnston, AICP – Environmental Planner  
Annalisa Perea, LEED AP – Environmental Planner  
Jerome Keene – Environmental Planner

*California Health Sciences University Millerton Campus and Amendment to Millerton Specific Plan EIR – Fresno County, CA*

**Role:** Prime Consultant  
**Client/Contact:** County of Fresno  
Eric VonBerg, Senior Planner  
Ph: (559) 600-4569



Quad Knopf is preparing the EIR for this proposed project on an approximately 483-acre area within the approved Millerton Specific Plan in unincorporated Fresno County, near Millerton Lake. The project components analyzed in the EIR include:

- ◆ General Plan Amendment
- ◆ Change in Zoning
- ◆ Amendment to the Millerton Specific Plan
- ◆ Conditional Use Permit to construct and operate 179 acres devoted to the California Health Sciences University

The post-graduate University Campus will include five medical colleges, with full ancillary and support facilities, and student housing. Campus buildout is anticipated to take 15 to 20 years. The project also includes amendments to the Millerton Specific Plan and rezoning for an “alternative” elementary school site, an “alternative” safety services site, a Medium Density Residential site, and a relocated park site. Quad Knopf prepared an update to the Water Supply Assessment previously prepared for the specific plan. Work is currently being completed within the given timeframe and budget.

**Key Personnel:** Ginger White, AICP – Project Manager  
Des Johnston, AICP – Environmental Planner  
Steve Brandt, AICP – Environmental Planner  
Annalisa Perea, LEED AP – Environmental Planner  
Jerome Keene – Environmental Planner

*Friant Ranch Community Plan EIR – Fresno County, CA*

**Role:** Prime Consultant  
**Client/Contact:** County of Fresno  
Chris Motta, Senior Planner  
Ph: (559) 262-4055



Quad Knopf prepared an EIR for the Friant Ranch Community Plan, a 920-acre development in Fresno County near the community of Friant. The Plan included 440 acres of land

that would be preserved as undisturbed open space. Implementation of the project required a General Plan Amendment, an update to the Friant Community Plan, a change in zoning, approval of the Friant Ranch Specific Plan, and an amendment to the Friant Redevelopment Plan.

Significant environmental issues and challenges addressed in the EIR included:

- ◆ Increased water supply demand
- ◆ Surface water transfers
- ◆ Potential impacts to biological resources as a result of new development
- ◆ Traffic impacts
- ◆ Air quality impacts
- ◆ Effects of new development on public facilities and services
- ◆ Loss of open space

Preparation of the EIR was a joint effort between the applicant, planning staff from Fresno County, Quad Knopf, and our subconsultants. Quad Knopf facilitated/participated in several public workshops and hearings to solicit input from the Friant community. The project was legally challenged and a Health Risk Assessment and updates to the air quality modeling were required by the Appellate Court. The document is currently undergoing partial revision and will be recirculated. Quad Knopf worked with the applicant and Fresno County to resolve several unanticipated issues, including a General Plan amendment and numerous concerns by local citizens and organizations. These issues led to delays in the adoption of the project, which occurred in October 2010.

**Key Personnel:** Ginger White, AICP – Project Manager  
Jerome Keene – Environmental Planner

### *Morgan Ranch Master Plan and EIR – City of Turlock, CA*

**Role:** Prime Consultant

**Client/Contact:** City of Turlock  
Debbie Whitmore, Assistant Community Development Director  
Ph: (209) 668-5542



Quad Knopf prepared a Master Plan and EIR for an approximately 170-acre site which, at buildout would include 1,325 dwellings in varying densities, over 115,000 square feet of retail commercial and office use, a school, and supporting public facilities. The Master Plan provides development standards and design guidelines to ensure consistency in the quality and character of the Plan Area neighborhoods as the Plan is implemented. It is the intent of the Master Plan to facilitate development by providing a framework to ensure that, over time, the built environment of the Plan Area will be cohesive and consistent with the overall vision of the City. The Master Plan and EIR were approved by the City Council in June 2015. Any delays associated with the project were not within Quad Knopf's control. Quad Knopf worked diligently with the applicant throughout the process to surpass all hurdles that arose from the public.

**Key Personnel:** Steve Brandt, AICP – Project Manager/Master Plan Author  
Ginger White, AICP – Environmental Planner

*North Washington Road Warehouse EIR – Turlock, CA*

**Role:** Prime Consultant

**Client/Contact:** Avila & Sons  
Dan Avila, Owner  
Ph: (209) 495-6899

Avila & Sons, a grower, packer, and shipper of various agricultural products, is proposing to construct a 180,000 square foot warehouse and utilize existing facilities for receiving, handling, packaging and shipping of harvested crops on two parcels totaling approximately 61.7 acres in unincorporated Stanislaus County. In accordance with County requirements, the proposed operation would require a use permit. In its review of use permit application, the County determined that projected air emissions associated with vehicle traffic from operation of the proposed warehouse would result in environmental impacts that cannot be mitigated to a level of less than significant. Accordingly, it was determined that an environmental impact report is required in order for further consideration of the use permit application to occur. Quad Knopf was retained by Avila & Sons to prepare a full-scope EIR in support of the use permit application. Quad Knopf was also asked to prepare various plans required for the use permit application. Delays associated with the project were not within Quad Knopf's control. Quad Knopf worked diligently with the applicant throughout the process to surpass all hurdles that arose from the public.

**Key Personnel:** Des Johnston, AICP – Project Manager  
Ginger White, AICP – Environmental Planner

## Technical Analysis (Environmental Services)

### In-House Capabilities

Our in-house environmental planning capabilities are value-added services that we provide to our clients, and they include:

- ◆ Initial Site Assessments
- ◆ Preparation of CEQA reports (Categorical Exemptions, Initial Studies, Negative Declarations, Mitigated Negative Declarations, Environmental Impact Reports, etc.)
- ◆ Preparation of NEPA reports (Categorical Exclusions, Environmental Assessments, Finding of No Significant Impacts, Environmental Impact Statements)
- ◆ Air Quality Studies/SJVAPCD Permitting
- ◆ Biological Reports/Regulatory Permitting
- ◆ Water Quality/ Water Supply Assessments

As a single source for providing extensive environmental services, we can ensure that all of the project variables are aligned to meet the client's goals. This degree of control enables us to make decisions that are in the best interest of the project and the client. We maintain a professional staff of planners who are capable of taking a project from inception through completion as an integrated team during the environmental compliance process.

### Subconsultant Firms

Quad Knopf has long-established working relationships with a large number and wide range of technical specialists throughout California. Technical specialists are engaged on an as-needed basis, depending upon the needs of the project. Quad Knopf has in-house Biologists, Air Quality, Greenhouse Gas, and Engineering staff.

Subconsultant firms would be brought in for technical analyses for Cultural/Archaeologist Resources, Noise, and Traffic/Transportation.



#### **VRPA Technologies, Inc. (DBE/UDBE/WBE/SBE)**

*Noise and Traffic/Transportation*

VRPA Technologies, Inc. (VRPA) uniquely combines engineering expertise and professionalism with creative thinking and innovative problem solving. The result is extraordinary transportation engineering and planning firm that possesses the essential expertise as well as the ability to look across disciplinary boundaries for solutions others may overlook. Each client receives what VRPA is known for...on time, on target, on budget professional service.

Founded in 1988 by Principal Georgiena M. Vivian, VRPA Technologies, Inc. has eight locations in three states with corporate headquarters in Fresno. Under Ms. Vivian's leadership, the firm has completed over 1,000 successful transportation planning/modeling, environmental assessment, air quality planning, engineering, and Intelligent Transportation Systems Projects. With over forty-three years (43) of experience, Ms. Vivian has an unmatched knowledge of the transportation, planning and political environment in the San Joaquin Valley region.

VRPA offers comprehensive consulting services in specialized fields of service including **transportation planning/modeling, circulation and traffic engineering analysis**, transportation demand and systems management, infrastructure financial planning, Intelligent Transportation Systems (ITS) planning and integration, as well as mass transportation, bicycle, non-motorized, and aviation planning and design. Furthermore, VRPA Technologies, Inc. has extensive experience in public outreach, land use modeling, regional housing needs assessment, environmental analysis, and air quality and **noise planning and modeling**. VRPA has been very successful on complicated and controversial transportation projects because we also perform public outreach for those same projects with well-seasoned staff from around the State.

VRPA Technologies is a registered Disadvantaged Business Enterprise (DBE) under the California Unified Certification Program, certified as a Women Business Enterprise (WBE), qualifying as an Under Utilized Disadvantaged Business Enterprise (UDBE), and is also a State of California Small Business/Microbusiness.



### Applied Earthworks

*Cultural/Archaeology Resources*

Applied EarthWorks was established in 1995 and specializes in **archaeology, paleontology, historic preservation, and cultural resources** management with five offices in California (Fresno, San Luis Obispo, Lompoc, Pasadena, and Hemet) and one in Oregon (Albany). Applied EarthWorks' staff of full-time professionals offers extensive experience in cultural resources consulting—including preparation of documents required under State and federal laws. Applied EarthWorks has successfully coordinated all phases of cultural and paleontological resources studies for small- and large-scale projects on behalf of State and federal agencies, public utilities, counties, cities, developers, and construction and engineering firms.

Among the consulting firms providing services in cultural resource management and paleontology in the United States, Applied EarthWorks is exceptional in two important respects. First, the range of their capabilities in cultural resource management is unusually broad, covering history, prehistoric and historical archaeology, Native American studies and coordination, architectural history, historic preservation, and allied fields. Second, Applied EarthWorks' thorough knowledge of pertinent laws, agency procedures, and compliance measures is unique in this highly regulated industry.

Key services provided by Applied EarthWorks' include:

- ◆ Historic preservation regulatory compliance advice
  - National Historic Preservation Act (NHPA)
  - National Environmental Policy Act (NEPA)
  - Archaeological Resources Protection Act (ARPA)
  - Native American Graves Protection and Repatriation Act (NAGPRA)
  - Paleontological Resources Protection Act (PRPA)
  - California Environmental Quality Act (CEQA)
- ◆ Evaluations of National Register eligibility, findings of effect, programmatic agreements (PAs), memoranda of agreement (MOAs), historic properties treatment plans (HPTPs), historic properties management plans (HPMPs), etc.
- ◆ Native American consultation and coordination
- ◆ Oversight and quality assurance of cultural resource contractors
- ◆ Expert witness services; CRM expertise for litigation

## Key Team Member Summary

### Planning and Environmental Services



**Desmond Johnston, AICP**

*Lead Planner – Planning Services Project Manager*

- ◆ Certified Planner, American Institute of Certified Planners (AICP)
- ◆ B.S., Natural Resources Management (Environmental Management concentration), California Polytechnic State University, San Luis Obispo

Mr. Johnston will serve as Lead Planner/Project Manager under the Planning Services contract with the City. He will be the City's primary contact and be responsible for all contract Planning Services provided by Quad Knopf.

Additionally, Mr. Johnston will assist Ms. White in preparing environmental documents, as needed, for City projects under the Environmental Services contract.

Mr. Johnston has 25 years of experience in both the public and private sectors, focused on environmental analysis and regulatory planning. His professional experience includes 13 years of employment with the Merced County Planning and Community Development Department, ten years of consulting experience, and, recently, the position of Planning Manager for the Monterey Peninsula Airport District. Mr. Johnston has prepared, or managed the preparation of, numerous CEQA and NEPA documents, and he is very well acquainted with planning and environmental issues routinely encountered by municipal and county governments. Mr. Johnston has completed peer reviews and preparation of EIRs and IS/MND, and overseen subconsultants in the production of CEQA documents.

Mr. Johnston previously provided planning support services to the City of Chowchilla. Within this capacity, he researched and prepared staff reports for the Planning Commission and City Council on all Current Planning applications.



**Ginger White, AICP**

*Lead Environmental Planner – Environmental Services Project Manager*

- ◆ Certified Planner, American Institute of Certified Planners (AICP)
- ◆ M.A., Geography and Planning, Northern Arizona University
- ◆ B.S., Cultural Anthropology and Recreational Resource Management, Northern Arizona University

Ms. White will serve as the Lead Environmental Planner/Project Manager under the Environmental Services contract with the City. She will be the City's primary point of contact and be responsible for all contract Environmental Services provided by the Quad Knopf team.

Additionally, Ms. White will assist Mr. Johnston in providing planning services to the City, as needed, under the Planning Services contract.

Ms. White's extensive experience with natural resources management includes over 25 years in environmental, policy, and land use planning. As a Project Manager and Senior Planner, she has managed and prepared numerous documents in compliance with NEPA and CEQA, including EIRs and Initial Studies/Mitigated Negative Declarations (IS/MND). She has worked with Task Forces and committees to build consensus with city staff, representatives of various organizations, and residents. She is particularly knowledgeable about biological resources and trails planning.

Ms. White is primarily responsible for all aspects of project management, including completion of high-quality technical documents within the project schedule and budget, and oversight of technical and professional staff. She has served as project manager, author, and QA/QC specialist for numerous environmental impact analyses, including EIRs, IS/MNDs, and mitigation monitoring programs, for projects ranging from multi-family, lower income housing to multiuse projects, parks, and water treatment facilities.



### **Annalisa Perea, LEED AP-ND**

*Senior Associate Planner*

- ◆ Leadership in Energy and Environmental Design Accredited Professional (LEED AP), Specialty Path: Neighborhood Development
- ◆ B.S., City and Regional Planning, California Polytechnic University San Luis Obispo

Ms. Perea will assist Mr. Johnston in providing planning services to the City, as needed, under the Planning Services contract.

Additionally, Ms. Perea will assist Ms. White in preparing environmental documents, as needed, for City projects under the Environmental Services contract. Her specialized expertise includes air quality, greenhouse gas, and visual analysis.

Ms. Perea brings expertise in community design and planning, where she provides a comprehensive and interdisciplinary approach to design that makes her versatile and diverse in her skills. Ms. Perea conducts environmental analysis and prepares documentation in compliance with CEQA on a variety of environmental issue areas (e.g., agricultural resources, biology, geology and soils, hazards and hazardous waste, hydrology and water quality, land use and planning, mineral resources, population and housing, public services, recreation, and utilities and service systems). She performs qualitative and quantitative analysis, as well as computerized air quality modeling in support of such documentations. Ms. Perea has prepared numerous CEQA compliance documents for projects including highway and road improvements, residential developments, commercial developments, waste water treatment plants, solar facilities, school facilities, and industrial processing plants.

Ms. Perea has contributed to a number of IS/MNDs and EIRs, completing the air quality and greenhouse gas analyses, as well as evaluations of other resources.



### **Steve Brandt, AICP, LEED AP**

*Principal Planner/Entitlements Specialist*

- ◆ Certified Planner, American Institute of Certified Planners (AICP)
- ◆ Leadership in Energy and Environmental Design Accredited Professional (LEED AP)
- ◆ B.A., Marketing/Management, Fresno Pacific University

Mr. Brandt will serve as the Entitlement Support Specialist on an as-needed basis.

Mr. Brandt is an experienced planning professional who specializes in development entitlement processing to allow projects and proposals to move forward. Prior to joining Quad Knopf, Mr. Brandt served in both current and advance planning functions with the City of Visalia, where he took on all planning roles from front counter staff to manager, and was ultimately appointed Planning Manager of the Planning Division. In addition, Mr. Brandt served as Entitlements Manager at Centex Homes Central Valley Division, where his primary responsibility consisted of obtaining land use approvals and resolving entitlement issues. Mr. Brandt has used this hands-on experience to write codes for other cities, such as the recently completed Hanford Downtown East Precise Plan.



**Jerome Keene**  
*Senior Planner/GIS Specialist*

- ◆ Master of Applied Science, Community Development, University of Nebraska, Lincoln (2016)
- ◆ B.A., Geography, California State University, Fresno

Mr. Keene will assist Mr. Johnston in providing planning services to the City, as needed, under the Planning Services contract.

Additionally, Mr. Keene will assist Ms. White in preparing environmental documents, as needed, for City projects under the Environmental Services contract. He will also be responsible for any GIS services required for City projects.

Mr. Keene is a Senior Planner with Quad Knopf. In addition to his experience with Quad Knopf, he has eight years of planning experience with Madera County, where he served as a staff planner. For seven years, he served as Officer/Analyst for Madera County LAFCo where he oversaw the processing of reorganization applications, SOI amendments, MSRs, budgets and provided day-to-day management of LAFCo operations. He has reviewed a number of large development projects, handling CEQA and General Plan compliance. He is also experienced with processes and requirements for compliance with the Williamson Act.

### Subconsultants (Environmental Services)



**Jason Ellard – VRPA Technologies, Inc**  
*Transportation Engineer*

- ◆ B.S., Civil Engineering, California State University, Fresno

Mr. Ellard will serve VRPA's Project Manager and will provide all Transportation, Traffic, and Noise analyses, as needed, for City projects under the Environmental Services contract.

Mr. Ellard has completed numerous traffic, noise and air quality impact studies in the cities of Fresno, Madera, Bakersfield, Shafter, and Indian Wells, and Fresno, Tulare, Madera, Riverside, San Joaquin, and Kern Counties. Mr. Ellard was instrumental in the completion of the air quality and greenhouse gas analysis and noise impact analysis for the City of Hanford Downtown East Precise Plan located in the City of Hanford. Mr. Ellard also completed the air quality and noise impact assessment for the Portola Avenue at I-10 Interchange Project in the City of Palm Desert. Mr. Ellard is currently leading efforts to prepare numerous traffic, air, and noise impact assessments throughout the San Joaquin Valley and in Riverside and San Diego Counties for new development and new transportation projects and studies. Mr. Ellard has completed work on projects for the City of Fresno including the Loop Intelligent Transportation Systems (ITS) project, the Fresno 40 Traffic Signal Design project and the Shepherd and Maple Avenue Signal Design project.



**Jay Lloyd, RPA – Applied Earthworks, Inc.**

*Project Manager/Senior Archaeologist*

- ◆ Registered Professional Anthropologist (RPA)
- ◆ M.A., Linguistics, University of California, Santa Cruz
- ◆ B.A., Anthropology, California State University, Fresno
- ◆ B.A., Linguistics, California State University, Fresno

Mr. Lloyd will serve as Applied Earthwork's project manager, and will oversee all cultural resources/archaeology services, as needed, for City projects under the

Environmental Services contact.

Mr. Lloyd has served as a project manager, field and laboratory supervisor, crew chief, and technician for dozens of archaeological projects throughout California, including the Sierra Nevada and Cascade ranges, Central Valley, Central Coast, and Mojave Desert regions. In this capacity he has supervised survey, extended survey, testing and evaluation, and data recovery projects at both prehistoric and historical sites. Additionally, Mr. Lloyd has authored and contributed to numerous National Historic Preservation Act Section 106 and California Environmental Quality Act compliance documents. He is proficient in laboratory sorting, cataloging, and artifact classification and has particular experience with the typologies of *Olivella* and *Halotis* beads and ornaments. Most recently, Mr. Lloyd directed the testing and evaluation of several prehistoric archaeological sites for First Solar's California Flats Solar Project in San Luis Obispo and Monterey Counties. He additionally served as Field Supervisor for data recovery at a mixed component site for PG&E's Crane Valley Dam Seismic Retrofit Project in Madera County and as Project Manager for archaeological investigation at the proposed Lotus Solar Farm Project and the Austin Quarry Project, both in Madera County. He currently serves as Project Manager for Madera County's Oakhurst Wastewater Treatment Plant Project.

## Firm's Billing Structure

### 2016 Charge Rates – Planning Services

Quad Knopf will provide a 5% City discount for general planning services. The effective hourly rates for persons that may provide services are estimated as follows:

Title	Planner	Regular Hourly Rate	Hourly Rate w/City Discount (5%)
Principal Entitlement Specialist	Steve Brandt	\$157	\$149.15
Senior Planner	Desmond Johnston	\$142	\$134.90
Senior Planner	Ginger White	\$142	\$134.90
Senior Planner	Jerome Keene	\$142	\$134.90
Senior Associate Planner	Annalisa Perea	\$121	\$114.95

Additional Quad Knopf staff may be required to prepare materials either for the individuals identified above or directly for City staff from time to time. Time spent by these individuals will be billed to the City in accordance with the fee schedule on the following page.

Direct charges as needed, such as parcel post, printing and reproduction, will be billed at cost plus fifteen percent (15%). Transportation expenses from Quad Knopf's offices to Chowchilla will be billed at \$0.63/mile.

Rates are effective through December 31, 2016. If contract assignment extends beyond that date, a new rate schedule may be added to the contract. We will provide monthly reporting of charges with the invoice so the City can monitor the amounts expended.

### 2016 Charge Rates – Environmental Services

Quad Knopf's 2016 Charge Rate Schedule for preparation of environmental documents (e.g., CEQA/NEPA Reports and Technical Studies – Air Quality, Biology, Water Quality/Water Supply Assessments) is included on the following page.

The hourly rates for the staff listed in this submittal are listed below.

Title	Planner	Hourly Rate
Principal Entitlement Specialist	Steve Brandt	\$157
Senior Planner	Desmond Johnston	\$142
Senior Planner	Ginger White	\$142
Senior Planner	Jerome Keene	\$142
Senior Associate Planner	Annalisa Perea	\$121



<b>2016 Charge Rate Schedule</b>	
<b>Office:</b>	
<b>Technical Services</b>	
Project Assistant	\$66 /hour
Project Administrator	\$68 /hour
Assistant CADD Technician/Designer /GIS Technician	\$63 /hour
Associate CADD Technician/Designer /GIS Technician	\$97 /hour
Senior Associate CADD Technician/Designer/ GIS Analyst	\$112 /hour
Senior CADD Technician/Designer /GIS Analyst	\$127 /hour
<b>Professional Services</b>	
<b>Engineering/Survey</b>	
Assistant Engineer/Surveyor	\$110 /hour
Associate Engineer/Surveyor	\$133 /hour
Senior Associate Engineer/Surveyor	\$156 /hour
Senior Traffic Designer	\$156 /hour
Senior Engineer/Surveyor	\$180 /hour
Principal Engineer	\$199 /hour
<b>Planning/Environmental/Entitlement/Landscape Architecture</b>	
Assistant Planner/Environmental Scientist	\$77 /hour
Associate Planner/Environmental Scientist	\$97 /hour
Senior Associate Planner/Environmental Scientist	\$121 /hour
Senior Planner/Environmental Scientist/Entitlement Specialist/Landscape Architect	\$142 /hour
Principal Planner/Environmental Scientist/Entitlement Specialist	\$157 /hour
Senior Principal Planner/Environmental Scientist	\$187 /hour
<b>Field:</b>	
<b>Construction Management</b>	
Assistant Construction Manager	\$110 /hour
Associate Construction Manager	\$129 /hour
Senior Associate Construction Manager	\$148 /hour
Senior Construction Manager	\$165 /hour
Field Construction Observer	\$99 /hour
Associate Field Construction Observer	\$118 /hour
Senior Field Construction Observer	\$138 /hour
<b>Surveying</b>	
One-Person Survey Crew	\$121 /hour
Two-Person Survey Crew	\$198 /hour
Three-Person Survey Crew	\$240 /hour

Fees are based on the median hourly pay rate for employees in each classification, plus indirect costs, overhead, and profit.

**Expenses:**

Plotting, In-house Printing and Reproduction, Equipment Rentals, Laboratory Analyses	1.15 x Cost
Transportation and per diem	1.15 x Cost
Mileage	\$0.63/mile
Off-road vehicles	\$50.00/day
Communication expenses (telephone, parcel post, etc.)	1.15 x Cost
Other Expenses - Including Subconsultants & Purchased Services through Subcontracts	1.15 x Cost

Rates are effective through December 31, 2016. If contract assignment extends beyond that date, a new rate schedule may be added to the contract. Litigation support will be billed at \$300 per hour. Rates based on "Prevailing Wage" (PW) for Construction Surveying will be determined by project and County per California law.

12/10/2015

## Desmond F. Johnston, AICP

*Senior Planner/Project Manager*

### AREAS OF EXPERTISE

- ◆ CEQA/NEPA Compliance
- ◆ Environmental/Urban Planning
- ◆ Land Use Entitlement Processing
- ◆ Project Management
- ◆ Airport Land Use Compatibility Planning

### EDUCATION

- ◆ B.S., Natural Resources Management (Environmental Management concentration), California Polytechnic State University, San Luis Obispo

### REGISTRATIONS / CERTIFICATIONS

- ◆ American Institute of Certified Planners (AICP), Certification No. 012591

### PROFESSIONAL ORGANIZATIONS

- ◆ Member, American Planning Association (APA)
- ◆ Professional Development Officer, Central Section, California Chapter, American Planning Association (APA)
- ◆ Member, Government Review Committee, Greater Merced Chamber of Commerce (Chair, VP, and Director, 2008-2011)
- ◆ City of Merced Programmatic Climate Action Plan Focus Group, 2014-2015
- ◆ City of Merced Zoning Ordinance Update Focus Group, 2014-2015
- ◆ Member, City of Merced Airport Authority

### CONTINUING EDUCATION

- ◆ Spring 2015 Advanced CEQA Workshop, Association of Environmental Professionals, February 2015

Mr. Johnston has 25 years experience in both the public and private sectors, focused on environmental analysis, regulatory planning, and preparing and managing CEQA environmental analyses and processes. His professional experience includes 13 years of employment with the Merced County Planning and Community Development Department, ten years of consulting experience, and, recently, the position of Planning Manager for the Monterey Peninsula Airport District. Mr. Johnston has prepared, or managed the preparation of, numerous CEQA and NEPA documents, and he is very well acquainted with planning and environmental issues routinely encountered by municipal and county governments.

### PROJECT EXPERIENCE

#### **Planning Projects under contract to Municipalities – Merced County, CA.**

- City of Gustine draft zone code update
- Los Banos Business Logistics Center Feasibility Report and Guidance Package
- City of Merced draft Inclusionary Zoning Ordinance
- City of Gustine contract planning services – Current Planning application processing with staff reports/recommendations and presentations to Planning Commission and City Council
- City of Chowchilla – as assistant to the contract planner, researched and prepared staff reports to the Planning Commission and City Council on all Current Planning applications

#### **Project Manager of Environmental Review Projects for Small Jurisdictions – Merced County, CA.**

- Meadowlands Annexation EIR, Los Banos
- Ranchwood Estates EIR, Los Banos
- McCormack Ranch Annexation and Specific Plan EIR, Rio Vista
- Livingston Wastewater Treatment Plant Expansion EIR
- Atwater HS New Gymnasium IS/MND, MUHSD
- Livingston HS Master Plan Amendment IS/MND, MUHSD
- Tyler Road HS Site Acquisition IS/MND, MUHSD
- Well No. 17 Project IS/MND, Winton Water & Sanitary District
- Marketplace at the Colony Planned Development Admin Draft IS/MND, Atwater

#### **Planning and Environmental Review Projects as full-time Agency Planning Staff – Merced County, CA.**

- Merced County – processed and presented staff reports,

## PRESENTATIONS

- ◆ Understanding the California Environmental Quality Act, California Rural Water Association, CRWA 2015 Expo, Stateline, NV, April 2015

and IS/MNDs when warranted, to the Planning Commission and Board of Supervisors on the full range of Current Planning applications (Administrative Permits, CUPs, GPAs, Zone Changes, Parcel Maps and Subdivision Maps), and to the Airport Land Use Commission (Plan Adoption, and Consistency Determinations). Administered CEQA on all projects subject to environmental review; managed consulting EIR preparers.

**Meadowlands Annexation EIR – City of Los Banos, CA.**  
*Project Manager/Researcher/Writer.*

Managed technical subconsultants; researched and prepared non-specialist assessment narratives, synthesized all analysis sections into seamless report; managed the environmental review process and prepared all support documentation.

**Ranchwood Estates EIR – City of Los Banos, CA.**  
*Project Manager/Researcher/Writer.*

Managed technical subconsultants; researched and prepared non-specialist assessment narratives, synthesized all analysis sections into seamless report; managed the environmental review process and prepared all support documentation.

## Ginger White, AICP

*Senior Environmental Planner/Project Manager*

### AREAS OF EXPERTISE

- ◆ Environmental Planning: CEQA/NEPA Compliance
- ◆ Housing Elements
- ◆ Planning Policy Documents
- ◆ Project Management
- ◆ Lead Biological Monitor
- ◆ Biology Survey and Compliance
- ◆ Technical Writing & Editing

### EDUCATION

- ◆ M.A., Geography and Planning, Northern Arizona University
- ◆ B.S., Cultural Anthropology and Recreational Resource Management, Northern Arizona University

### REGISTRATIONS / CERTIFICATIONS

- ◆ American Institute of Certified Planners (AICP) Certification, No. 026517

### PROFESSIONAL ORGANIZATIONS

- ◆ Member, Association of Environmental Professionals (AEP)
- ◆ Member, American Planning Association (APA)
- ◆ Member, American Institute of Certified Planners (AICP)

### CONTINUING EDUCATION

- ◆ Applying NEPA Process & Writing Effective NEPA Documents, (3-day Shipley Workshop), 2014
- ◆ California Adaptation Forum (Climate Change) 2014
- ◆ NEPA Updates 2014, AEP
- ◆ Overview of Water Law & Policy in California, UC Davis Workshop 2013
- ◆ Land Use & Environmental Planning & Policy Update, UC Davis Workshop 2013

Ms. White's extensive experience with planning includes over 25 years in environmental, policy, and land use planning, as well as natural resources management. She has prepared and presented for workshops, training sessions, and public hearings, and has composed staff reports, resolutions, and larger policy and environmental documents. She has worked as a Project Manager and Senior Planner, managing and preparing NEPA and CEQA documents, as well as policy documents such as Housing Elements.

### PROJECT EXPERIENCE

**Contract Planning Services – City of Sanger, CA.** *Senior Associate Planner.*

Provided on-site contract planning services to the City of Sanger. Reviewed preliminary plans and site plans. Prepared Directors Review Permits, staff reports, conditions of approval and other documents for proposed construction, remodeling, and other projects. Conducted research requests. Attended City Planning Commission meetings and prepared minutes and documents for Commissioners. Assisted public at the counter and telephone with inquiries from applications to zone change requests. Revised 2002-2008 Housing Element and researched background materials in consideration of significant annexation.

**2015 – 2023 Housing Element Update – City of Delano, CA.** *Project Manager*

Managed the preparation of the City's Housing Element Update, including revisions to City population, housing, special needs groups, and land availability data, as well as a review and revision of the goals, policies, and actions proposed for the planning period.

**2015 – 2023 Housing Element Update – City of Dinuba, CA.** *Project Manager.*

Managed the preparation of the City's Housing Element Update, including revisions to City population, housing, special needs groups, and land availability data, as well as a review and revision of the goals, policies, and actions proposed for the planning period. Coordinated City's Task Force and other public participation efforts. Consulted with City staff in addressing comments on the Draft Housing Element from State Department of Housing and Community Development.

**California Health Services University, Millerton Campus and Amendment to the Millerton Specific Plan – Fresno County, CA.** *Project Manager/Senior Planner.*

As Project Manager, coordinated with the Applicant and County staff in the development of this EIR. Also provided technical review of all sections of the Draft EIR for this

- ◆ Worker Environmental Awareness Program (WEAP) training
- ◆ California Association of Environmental Professionals Conference
- ◆ EARTH Committee Meeting re: Williamson Act and Solar Farms
- ◆ Agricultural Law Section on Urban Water Issues
- ◆ Agricultural Law Section on Williamson Act
- ◆ CAPCOA Health Risk Assessments (Air Quality and CEQA Compliance)
- ◆ APA and League of California Cities Valley Land Use Conference
- ◆ AEP CEQA Series Advanced Workshop 2013

proposed development of 483-acre with residential and a privately owned campus of medically-related post graduate schools. The project components analyzed in the EIR include:

- General Plan Amendment
- Change in Zoning
- Amendment to the Millerton Specific Plan
- Conditional Use Permit to construct and operate 179 acres devoted to the California Health Sciences University

**Bear Creek Class I Bicycle Path – City of Merced, CA.** *Project Manager/Senior Planner.*

Oversaw preparation of a CEQA IS/MND, Biological Assessment (BA), Natural Environment Study (NES) and other technical documents, as well as 404, 401, and 1600 permits to fulfill CEQA, NEPA, and other federal and state requirements for project receiving Caltrans funding. Project included proposed construction of a paved, Class I bicycle path with two bridges along a creek including riparian vegetation.

**Morgan Ranch Master Plan and EIR – City of Turlock, CA.** *Senior Planner.*

Contributed as writer of several chapters for the preparation of an EIR for a new neighborhood of 168 acres that will ultimately accommodate 630 single-family and 300 multiple family residential units, commercial and office development, a park, a park/drainage pond, and public school. Project challenges include air quality impacts, land use planning, agricultural resources and transportation/traffic.

**Comprehensive Infrastructure Master Plan CEQA Compliance – City of Farmersville, CA.** *Senior Associate Planner.*

Prepared an Initial Study and Negative Declaration for this policy document, which reviewed current water, waste water, roadways, and other infrastructure and provided recommendations for expansion of the City’s services and facilities for its growing population.

**General Plan Update & EIR – City of Selma, CA.** *Senior Associate Planner.*

Reviewed zoning ordinances and determined appropriate descriptions for proposed changes in the City’s Sphere of Influence. Provided technical input during the preparation of the Final EIR.

**Sign Ordinance Update – City of Dinuba, CA.** *Senior Assistant Planner.*

Assisted with revisions to the Sign Ordinance Update, including comments from the Sign Ordinance Update Steering Committee. Reviewed similar documents and legal parameters. Reviewed the entire City Zoning Ordinance to ensure that all sections remained consist.

**CalARP Plan for Wastewater Treatment Plant – City of Tulare, CA. Senior Associate Planner.**

Prepared CalARP plan associated with on-site aqueous ammonia for inclusion in the Risk Management Plan prepared by the Project Engineer with Stormwater Pollution Prevention Plan (SWPPP) expertise.

**Wastewater Treatment Plant Expansion Environmental Information Document – City of San Joaquin, CA. Senior Associate Planner.**

Prepared an Environmental Information Document (EID) for submission to the Environmental Protection Agency (EPA), to determine the level of NEPA documentation required for the expansion of the City's wastewater treatment facility to satisfy requirements of the Regional Water Quality Control Board. Prepared the required analysis of potential impacts to natural resources, as well as impacts from potential greenhouse gas emissions for use in an application to U.S.D.A. Rural Development for project funding.

**Environmental Report/NEPA Compliance, Frazier Park Public Utilities District– Frazier Park, CA. Senior Associate Planner.**

Prepared an environmental report in compliance with NEPA for use in requesting funding through the U.S. Department of Agriculture for water supply and delivery system improvements for the community of Frazier Park. Analyzed potential impacts to water quality resulting from the construction and operation of water storage tanks and pipelines located in the community and nearby U.S. Forest Service lands.

**Front Street Fire Station – City of Farmersville, CA. Senior Associate Planner.**

Prepared a Form RD 1940-20, environmental report, which included an evaluation of natural resources and associated, potential impacts for use in an application to U.S.D.A. Rural Development for project funding for the construction of a new Fire House to be located in the center of the community.

**Madera Travel Center EIR – City of Madera, CA. Project Manager.**

Managed the preparation of this full-scope EIR for a proposed Travel Center along State Route 99 in the City of Madera. This project will include a tentative subdivision map that would result in the 49-acre parcel being divided into five parcels, which will be developed with a hotel, a travel stop and tire shop, two restaurants, storage for boats and RVs, and other accommodations. Coordinated the production of technical documents for air quality, traffic, noise, cultural resources, and a health risk assessment contracted to third party specialists, as well as production of in-house studies and environmental documents. Also oversaw the public participation process. Coordinated with engineers, Applicant, City staff, and local, state and federal agencies.

## Annalisa Perea, LEED AP-ND

*Associate Planner*

### AREAS OF EXPERTISE

- ◆ Project Requirement Compliancy
- ◆ Project Visioning/Modeling
- ◆ LEED Standards Compliancy
- ◆ CEQA/NEPA Compliance

### EDUCATION

- ◆ B.S., City and Regional Planning, Cal Poly, San Luis Obispo, 2010
- ◆ Architecture & Urbanism Study Abroad, Universidade Federal do Rio de Janeiro, Brazil, 2008

### REGISTRATIONS / CERTIFICATIONS

- ◆ LEED AP (Leadership in Energy and Environmental Design), No. 10659427  
Specialty Path: Neighborhood Development
- ◆ Certified Regulation VIII Dust Control Plan Preparer - SJVAPCD

### PROFESSIONAL ORGANIZATIONS

- ◆ Member, Association of Environmental Professionals (AEP)
- ◆ Member, U. S. Green Building Council, Central California Chapter Water Committee
- ◆ Member, Creative Fresno
- ◆ Former Member, Tree Fresno Board of Directors, 2010 – 2011
- ◆ Member, Fresno Tower District Design Review Committee
- ◆ Leadership Fresno, Class 31, Fresno Chamber of Commerce

### CONTINUING EDUCATION

- ◆ NEPA Workshop, Association of Environmental Professionals, June 2014
- ◆ Bicycle Transportation: On-Street Design & Implementation, UC Berkeley, February 2014

Ms. Perea brings expertise in community design and planning, where she maintains a comprehensive and interdisciplinary approach to design that makes her versatile and diverse in her skills. Her experience has spanned the full spectrum from large-scale urban planning assignments to the detailed design of 3D visionary landscape and urban design driven concepts. Ms. Perea has worked in both the private and public sectors, and over the years, has been involved in her community at several levels.

She conducts environmental analysis and prepares documentation in compliance with CEQA on a variety of environmental issue areas (e.g., agricultural resources, biology, geology and soils, hazards and hazardous waste, hydrology and water quality, land use and planning, mineral resources, population and housing, public services, recreation, and utilities and service systems). She performs qualitative and quantitative analysis, as well as computerized air quality modeling in support of such documentations. Ms. Perea has prepared numerous CEQA compliance documents for projects including highway and road improvements, residential developments, commercial developments, waste water treatment plants, solar facilities, school facilities, and industrial processing plants.

Ms. Perea brings an interdisciplinary perspective to all of her work, with an understanding on sustainability, innovate designs and socio-economic issues of the urban context.

### PROJECT EXPERIENCE

**Contract Planning Services – Dinuba, CA.** *Associate Planner/Contract City Planner.*

Provided on-site contract planning services to the City of Dinuba. Reviewed preliminary plans and site plans. Prepared Directors Review Permits, staff reports, conditions of approval and other documents for proposed construction, remodeling, and other projects. Prepared environmental documentation for project compliancy with CEQA. Conducted research requests. Assisted public at the counter and telephone with inquiries from applications to zone change requests. Represented the Planning Department at public hearings.

**Contract Planning Services – Sanger, CA.** *Associate Planner/Contract City Planner.*

Provided on-site contract planning services to the City of Sanger. Reviewed preliminary plans and site plans. Prepared Directors Review Permits, staff reports, conditions of approval and other documents for proposed construction, remodeling, and other projects. Prepared environmental documentation for project compliancy with CEQA. Conducted research requests.

- ◆ CA Water Law and Policy Update, Madera County, October 2013
- ◆ Advanced CEQA Workshop, Association of Environmental Professionals, February 2014
- ◆ Principles for LEED Implementation, U.S. Green Building Council, October 2013
- ◆ Adaptive Metropolis: User-Generated Public Spaces, UC Berkeley, September 2013

Assisted public at the counter and telephone with inquiries from applications to zone change requests.

**Hanford General Plan Update – City of Hanford, CA.** *Associate Planner.*

Responsible for writing and editing sections for the Hanford General Plan Background Report and goal and policy development. Developed GIS graphics for the City of Hanford Bus Tour as a part of the initial community outreach efforts.

**Zoning Amendments – City of Dinuba, CA.** *Associate Planner.*

Researched and developed new zoning text and revisions to existing zone text. Responsible for overall content, quality and timeline of deliverables for staff report development.

**Bicycle Master Plan – City of McFarland, CA.** *Associate Planner.*

Responsible for developing the following sections of the Bicycle Plan: Introduction, Existing Conditions, Needs Assessment, Recommended Bikeway Network, Bicycle Support Facilities and Programs. This included participation in public workshops and research for the goals and policy development. Also in charge of coordination and quality control for all maps/ graphics.

**California Health Services University, Millerton Campus and Amendment to the Millerton Specific Plan – Fresno County, CA.** *Associate Planner.*

Responsible for developing the existing conditions and background sections for the following sections: Population/Housing, Aesthetics, Agriculture, Public Services, Recreation, Land Use. Identifying potential project impacts and for developing mitigation measures to reduce those impacts. Wrote the cumulative and alternative sections. Responsible for overall content, quality and timeline of deliverables for staff report development.

**Madera County 2014 RTP EIR – County of Madera, CA.** *Project Planner.*

Preparation of the updated Biology and Cultural Resources sections of EIR for the 2014 Madera County Regional Transportation Plan.

**Madera Travel Center EIR – City of Madera, CA.** *Project Planner.*

Assisting with preparing an EIR for the Madera Travel Center. The project includes a 10,200 sq. ft. travel center, a 50 seat Carl's Jr. restaurant, a 12,000 sq. ft. tire center, an 80 room hotel, and a 50,000 sq. ft. RV/boat/self storage area in the City of Madera, CA.

## Steve Brandt, AICP, LEED AP

*Principal Planner/Entitlements Specialist*

### AREAS OF EXPERTISE

- ◆ Project Management
- ◆ General Plans / Zoning
- ◆ Land Development Entitlements
- ◆ Annexations / LAFCO
- ◆ Williamson Act / Agricultural Preserves
- ◆ Urban Development Boundaries

### EDUCATION

- ◆ B.A., Marketing/Management, Fresno Pacific University

### REGISTRATIONS / CERTIFICATIONS

- ◆ Certified Planner, American Institute of Certified Planners (AICP), No. 133286
- ◆ Leadership in Energy and Environmental Design Accredited Professional (LEED AP)

### PROFESSIONAL ORGANIZATIONS

- ◆ Member, American Planning Association (APA)

### AWARDS / RECOGNITION

- ◆ Hanford Downtown East Precise Plan, Award of Merit – CA Central Section APA, 2014

### PRESENTATIONS

- ◆ Historic Corridor Project Comes of Age, CA APA Conference, 2013
- ◆ Walking Audits: A Tool for a Successful Public Participation Process, CA APA Conference, 2013

Mr. Brandt is an experienced planning professional who takes a strong analytical approach to projects to keep them moving forward. He has managed both planning and engineering projects from concept to construction, which gives him the experience to view challenges comprehensively and anticipate the real world results of his proposed plans, policies, and designs. Prior to joining Quad Knopf, Mr. Brandt served in current and advance planning functions with the City of Visalia, ultimately being appointed Planning Manager of the Planning Division. There he interpreted the City's General Plan and Zoning Ordinance on a daily basis, and wrote a number of amendments to modify and/or streamline the Code for the benefit of the both the City at large and the individual property owner.

### PROJECT EXPERIENCE

#### **On-Call Planning Services – City of Dinuba, CA. Senior Planner. (On-going)**

Providing planning assistance to the City of Dinuba under an on-call contract. Providing guidance and advice to the City as various planning/CEQA related questions arise.

#### **Contract City Planning Services – City of Lemoore, CA. Project Manager and City Planner. (On-going)**

Providing technical planning services to the city and serve as city planner to the City Planning Commission and City Council.

#### **Contract City Planning Services – City of Sanger, CA. Project Manager and City Planner.**

Managed the day-to-day operations of the city planning department and served as secretary and advisor to the City Planning Commission.

#### **Development Impact Fee Study – City of Delano, CA. Planning Analyst.**

Prepared a comprehensive update to all the city's development impact fees and prepared a report in accordance with AB 1600.

#### **Morgan Ranch Master Plan and EIR – City of Turlock, CA. Project Manager/Senior Planner.**

Serving as Project Manager for the preparation of a Master Plan and EIR for a new neighborhood of 168 acres that will ultimately accommodate 630 single-family and 300 multiple family residential units, commercial and office development, a park, a park/drainage pond, and public school. Project challenges include air quality impacts, land use planning, agricultural resources and transportation/traffic.

#### **Hanford General Plan and Zoning Ordinance Update – City of Hanford, CA. Project Manager.**

Manage the preparation of Hanford's comprehensive General

Plan Update and new Zoning Ordinance, along with updates to the water, sewer, and storm drain master plans.

**Hanford Downtown East Precise Plan – City of Hanford, CA. *Principal Planner***

Using a citizen’s advisory committee’s ideas as a guide, wrote development codes and standards for a Precise Plan to attract new development for a 46-acre, 13-block area of Hanford’s eastern downtown. The codes were written to encourage additional development, more density, and vibrant, walkable streets, while being easy to interpret and implement.

**Mooney Boulevard Corridor Zoning Study – City of Visalia, CA. *Project Planner.***

Performed a comprehensive review of the City’s Zoning Ordinance codes that applied to Mooney Boulevard. Facilitated extensive public outreach. Made recommendations for modifications that would remove any barriers for businesses that wanted to move into vacant buildings, expand their business, or build new businesses. Facilitated Zoning Text Amendment processing through the public hearing process with the Planning Commission and City Council where the recommendations and amendments received strong support from the business community.

**Pedestrian and Bicycle Master Plan - Hanford, CA. *Project Manager.***

Managing the preparation of a Pedestrian and Bicycle Master Plan funded by a Caltrans local assistance grant. The Plan will address unsafe conditions for pedestrians and bicyclists, safety features, and connectivity gaps in the current system. The project includes three community workshops using surveys, walking tours, graphics, a touch key pad survey response system, and smaller break-out group charettes.

## Jerome Keene

*Senior Planner/GIS Specialist*

### AREAS OF EXPERTISE

- ◆ Land Use Planning
- ◆ Annexations and LAFCo
- ◆ CEQA Compliance
- ◆ Geographic Information Systems (GIS)

### EDUCATION

- ◆ Master of Applied Science, Community Development, University of Nebraska, Lincoln (2016)
- ◆ B.A., Geography, California State University, Fresno

### PRESENTATIONS

- ◆ San Joaquin Valley Regional Association of California Counties, 2013 Fall Conference

Mr. Keene has seven years of planning experience. He has reviewed a number of large development projects, handling CEQA and General Plan compliance. Mr. Keene has also processed annexation requests and wrote and reviewed Municipal Service Reviews for a number of cities and special districts. He is proficient in the use of GIS and has provided services for public agencies that include map creation, data collection, geoprocessing and geodatabases.

### PROJECT EXPERIENCE

**Community Development Support, Community Development Department – City of Delano, CA.** *Senior Planner/Interim Community Development Director.*

Contracted with the City of Delano to provide services as the Interim Community Development Director. Supervised departmental activities such as processing of building permits, entitlements, ordinance preparation, and peer review and management of environmental documents as well as providing guidance and technical expertise related to long-range and current planning issues. Represented the Community Development Department at public meetings and developer initiated meetings to discuss various planning related issues.

**Contract Planning Services – Sanger, CA.** *Senior Planner/Contract City Planner.*

Provided on-site contract planning services to the City of Sanger. Reviewed preliminary plans and site plans. Prepared Directors Review Permits, staff reports, conditions of approval and other documents for proposed construction, remodeling, and other projects. Conducted research requests. Assisted public at the counter and telephone with inquiries from applications to zone change requests.

**Hanford General Plan Update (Background Report) – City of Hanford, CA.** *Senior Planner.*

Provided support and extensive research on the history of the City of Hanford for use in drafting various sections of the Background Report document as well as aided in analysis of land uses and graphics through utilization of GIS.

**Sierra College Master Plan Environmental Impact Report – City of Rocklin, CA.** *Senior Planner.*

Aided in the preparation through technical writing and preparation of GIS exhibits for the Environmental Impact Report for the proposed Rocklin Campus Facilities Master Plan that covers a 20-year development program of both near-term and long-term components.

**California Health Services University, Millerton Campus and Amendment to the Millerton Specific Plan – Fresno County, CA. Senior Planner.**

Aided in the preparation through technical writing and preparation of GIS exhibits for the Environmental Impact Report for the proposed California Health Sciences University and Amendments to the Millerton Specific Plan project.

**CaliCheese Environmental Impact Report – City of Tulare, CA. Senior Planner.**

Aided in the management, preparation of various technical sections, and creation of GIS exhibits for the Environmental Impact Report for the proposed cheese processing facility project within the City of Tulare.

**Madera County Regional Transportation Plan and Sustainable Communities Strategies Environmental Impact Report – Madera County Transportation Commission, Madera County, CA. Senior Planner.**

Aided in the preparation of the Biological and Cultural sections of the Environmental Impact Report of the Regional Transportation Plan for Madera County.

**Fresno County Regional Transportation Plan and Sustainable Communities Strategies Environmental Impact Report – Fresno Council of Governments, Fresno County, CA. Senior Planner.**

Aided in the preparation of the Biological and Cultural sections of the Environmental Impact Report of the Regional Transportation Plan for Fresno County.

**McFarland Bicycle Plan 2014 – City of McFarland, CA. Senior Planner.**

Assisted in drafting the first Bicycle Plan for the City of McFarland. Reviewed various General Plan policies, such as Circulation and Land Use Elements, for consistency with the proposed bicycle plan to ensure compliance.

**City of Chowchilla, Municipal Services Review and Sphere of Influence Update, Madera Local Agency Formation Commission (LAFCO) – Madera County, CA. Assistant Executive Officer/Project Manager.**

As staff to Madera LAFCO, managed the contracts with the project consultant, attended public meetings, and reviewed all drafts of the document which analyzed the City's probable service area and estimated municipal service needs based on their newly adopted 2040 General Plan. Aided in preparation of GIS maps and acquisition of appropriate service data for use in the Municipal Service Review.

**Rancho Calera Annexation, City of Chowchilla – Madera County, CA. Update, Madera Local Agency Formation Commission (LAFCO) – Madera County, CA. Assistant Executive Officer/Lead Planner.**

Processed the annexation of 136 acres to allow for future development consistent with the 2040 City of Chowchilla

General Plan and the Rancho Calera Specific Plan. Reviewed the application and processed the request in accordance with the Cortese-Knox-Hertzberg Reorganization Act of 2000.

**Southside Annexation, City of Chowchilla – Madera County, CA. Update, Madera Local Agency Formation Commission (LAFCO) – Madera County, CA.** *Assistant Executive Officer/Lead Planner.*

Processed the annexation of 1,509 acres to allow for future development consistent with the 2040 City of Chowchilla General Plan. Reviewed the application and processed the request in accordance with the Cortese-Knox-Hertzberg Reorganization Act of 2000.

**Westside Annexation, City of Chowchilla – Madera County, CA. Update, Madera Local Agency Formation Commission (LAFCO) – Madera County, CA.** *Assistant Executive Officer/Lead Planner.*

Processed the annexation of 410 acres to allow for future development consistent with the 2040 City of Chowchilla General Plan. Reviewed the application and processed the request in accordance with the Cortese-Knox-Hertzberg Reorganization Act of 2000.

**Adera Solar Project, Pacific Valley, LLC– Madera County, CA.** *Lead Planner.*

Processed the Conditional Use Permit and CEQA documentation for the Madera County Planning Department of the 20 megawatt (mW) facility and the accompanying 0.35 mile, off-site 115 kilovolt (kV) overhead transmission line. Responsible for responding to written comments received from various public and private agencies and community groups as well as presenting the project to the Planning Commission.

**2010 Supervisorial Redistricting, Madera County Board of Supervisors – Madera County, CA.** *GIS Analyst and Planner.*

Prepared all maps and analyzed the demographics of all the proposed district boundaries in compliance with State Law. Presented draft district alternatives at public meetings within various communities of Madera County.



## JASON ELLARD

### Transportation Engineer

#### EDUCATION

- California State University, Fresno  
2000-2005, Bachelor of Science – Civil Engineering

#### YEARS OF EXPERIENCE

- Traffic Engineering – 8 Years with VRPA

#### AFFILIATIONS

- Institute of Transportation Engineers, ITE
- American Society Of Civil Engineers, Member, 2003-2005
- Vice President/Member, National Society of Black Engineers, 2001-2005

#### COMPUTER PROGRAM PROFICIENCY

- Traffic Operations:** Synchro 7, SimTraffic, HCS 2000, LOSPLAN 2009
- Travel Demand Forecasting:** Viper
- Environmental Planning:** TNM 2.5, Urbemis, TurnsW32, ISC-Aermod View
- Others:** AutoCAD, CorelDraw X3, Microsoft Office

#### INSTRUCTIONAL MANUAL PROFICIENCY

- Working Knowledge:** HCM 2000, ITE Manuals, MUTCD

#### EXPERIENCE

##### Traffic Engineering/Traffic Impact Analysis

- Children's Hospital TIA
- SR 43 & Lacey Commercial Development TIA
- Madera K-6 Schools TIA
- Mariposa County Old Highway TIA
- Selma Day Care TIA
- Oroville Residential TIA
- Clovis Avenue TIA
- Zinkin Fresno 40 TIA
- Running Horse Development TIA
- Dakota & Hayes Residential TIA
- Herndon Place TIA
- Herndon & Valentine Mixed Use Development TIA
- Image Homes TIA
- Jensen & Peach Residential TIA
- Wathen Residential on Ashlan Avenue TIA
- Mendocino & Rose Circle K TIA
- Aquarius Aquarium TIA
- Table Mountain Casino TIA
- Yokohl Ranch TIA

- CMI (Sand and Gravel Extraction) TIA
- Vulcan Materials Expansion Project TIA
- Lake Joallan TIA
- Shields & Brawley TIA
- Tract 5449 TIA
- Blackstone & Clinton TIA
- Valle Del Sol TIA
- Ellis and Chapin TIA
- Camden Village TIA
- Texaco Star Mart TIA
- Olive and Brawley TIA
- Stonefield Development TIA
- Church and Fruit (TTM 5629) TIA
- Walnut and Jensen (TTM 5650) TIA
- Schnoor and Foxglove Shopping Center TIA
- New Madera High School TIA
- Al-Miki Ranch Development TIA
- South Stadium TIA
- Taggart Land Company TIA
- Fulton and Divisadero TIA
- Eastgate Estates TIA
- Cal-Kern III TIA
- Lomas Development TIA
- Belmont and Hughes TIA
- Chamblian Development TIA
- St. Mary's Parish Hall TIA
- Quartz Drive Storage TIA
- Whitesbridge and Hughes TIA
- Paladino and Morning TIA
- Liberty Hill TIA
- Fresno and Nees Development TIA
- Fig Garden Corporation Center TIA
- Placer County Office Park TIA
- Aunt Mary's Place TIA
- Dakota and Peach TIA
- Peach and Kings Canyon TIA
- Tract 5558 TIA
- Fresno 40 Traffic Signal and Interconnect Design
- Kern River Valley Specific Plan TIA
- St Anthony of Padua TIA
- Zinkin Parking Lot Analysis
- Vulcan Highway 41 Austin Quarry
- Zinkin Office Building TIA
- Vulcan Pink City HMA Plant TIA
- Silvertrip Parking Generation Study
- Golden State Corridor Development TIA
- Riverbend Sand & Gravel Facility TIS
- Demaree Street/Mill Creek Drive Traffic Signal Interconnect
- Hanford Precise Plan TIA



## JASON ELLARD

### Transportation Engineer

#### EXPERIENCE, Continued

#### Environmental Planning

- San Luis Ranch Noise Impact Assessment
- Madera Schools Noise Impact Assessment
- City of Elk Grove Road Improvement Projects, Noise Impact Assessment
- Zinkin Fresno 40 Noise Impact Assessment
- Gettysburg & Willow Noise Impact Assessment
- Running Horse Noise Impact Assessment
- North Fork Hotel and Casino Noise Impact Assessment
- El Centro Willow Bend Noise Impact Assessment
- Mojave Basin Residential Air Quality Assessment
- Farmersville Air Quality Assessment
- Ellis & Chapin Air Quality Assessment
- Ennis Homes Air Quality Assessment
- Lake Joallan Construction Emissions Analysis
- Meadowside Estates Air Quality Assessment
- Avenue 13 and Raymond Rd. Air Quality Assessment
- Stonefield Development Air Quality Assessment / Health Risk Assessment / Noise Impact Assessment
- West McFarland Annexation Air Quality Assessment / Noise Impact Assessment
- Portola Avenue & I-10 Interchange Air Quality Assessment / Noise Impact Assessment
- Cal-Kern III Air Quality Assessment / Noise Impact Assessment
- Eastgate Estates Air Quality Assessment
- Strathmore High School Air Quality Assessment
- Indian Canyon Road Widening Air Quality Assessment / Noise Impact assessment
- Shannon Ranch West Noise Impact Assessment
- Peach Avenue Road Widening Air Quality Assessment / Noise Impact Assessment
- Fairfax Union School District Air Quality Assessment / Noise Impact Assessment
- San Joaquin Gardens Noise Impact Assessment
- Stallion Springs Air Quality Assessment
- Tract 5558 Air Quality Assessment / Noise Impact Assessment
- Paladino and Morning Air Quality Assessment / Noise Impact Assessment
- Fig Garden Corporation Center Air Quality Assessment
- Visalia Home Depot Noise Impact Assessment
- Baker Lawson Air Quality Assessment
- Kern River Valley Specific Plan Air Quality Assessment / Noise Impact Assessment

- Golden State Corridor Development Air Quality Assessment / Noise Impact Assessment
- Hanford Precise Plan Air Quality Assessment / Noise Impact Assessment
- UP Imperial County Transfer Facility Air Quality Assessment / Noise Impact Assessment

**JAY B. LLOYD, RPA****Expertise**

California archaeology, inventory and excavation strategies for historic and prehistoric sites, laboratory processing and cataloging, theoretical phonology, language variation, and diachronic sound shift.

**Education**

- M.A. Linguistics, University of California, Santa Cruz, 2000.
- B.A. Anthropology, California State University, Fresno, 1998.
- B.A. Linguistics, California State University, Fresno, 1998.

**Professional Experience**

- 2000– Senior Archaeologist (2007–), Staff Archaeologist (2001–2007), Archaeological Technician (2000–2001), Applied EarthWorks, Inc., Fresno, California.
- 2000 Adjunct Faculty Member, Reedley College, Reedley, California.
- 1998–2000 Teaching Assistant, University of California, Santa Cruz, Departments of Anthropology and Linguistics, Santa Cruz, California.
- 1998 Field School Teaching Assistant, California State University, Fresno, Department of Anthropology.
- 1997–1998 Archaeological Field Technician for various cultural resource management firms throughout California.

**Technical Qualifications**

Mr. Lloyd has served as a project manager, field and laboratory supervisor, crew chief, and technician for dozens of archaeological projects throughout California, including the Sierra Nevada and Cascade ranges, Central Valley, Central Coast, and Mojave Desert regions. In this capacity he has supervised survey, extended survey, testing and evaluation, and data recovery projects at both prehistoric and historical sites. Additionally, Mr. Lloyd has authored and contributed to numerous National Historic Preservation Act Section 106 and California Environmental Quality Act compliance documents. He is proficient in laboratory sorting, cataloging, and artifact classification and has particular experience with the typologies of *Olivella* and *Haliotis* beads and ornaments. Most recently, Mr. Lloyd directed the pedestrian survey of more than 6,000-acres on the Tahoe National Forest for the Yuba-Bear Hydroelectric Relicensing Project. He was also responsible for the coordination of multiple teams of archaeological and paleontological monitors during construction of the Panoche Power Plant in western Fresno County. In 2007, Mr. Lloyd directed archaeological excavations at four prehistoric sites at Round Valley Reservoir in Butte County. He then evaluated these four sites for inclusion on the National Register and submitted the technical reports to the Federal Energy Regulatory Commission as part of Pacific Gas and Electric Company's ongoing management of the Desabla-Centerville hydroelectric system. Mr. Lloyd participated in testing and data recovery excavation, and served as a supervisor during laboratory processing and cataloging for the PGT-PG&E Line 401 Pipeline Expansion Capacity Loops Project in Modoc and Shasta counties. Mr. Lloyd also participated in data recovery and served as lead laboratory technician for the excavation of McNamee Cave, a mortuary cave in Columbia, California, as well as testing and evaluation excavations at the historic Wawona Hotel in Yosemite National Park where he was responsible for the field laboratory and collections management of recovered artifacts. Mr. Lloyd has also participated in various excavation and survey projects on Vandenberg Air Force Base in Santa Barbara County, California.

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Land Development

Engineering /  
Survey

Planning

Biology

Landscape  
Architecture

{QK<sup>e</sup>}

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901 E. Main Street  
Visalia, California 93292  
(559) 733-0440

6051 North Fresno Street, Suite 200  
Fresno, California 93710  
(559) 449-2400

3400 Douglas Boulevard, Suite 190  
Roseville, California 95661  
(916) 784-7823

5080 California Avenue, Suite 220  
Bakersfield, California 93309  
(661) 616-2600

2816 Park Avenue  
Merced, California 95348-3375  
(209) 723-2066

12303 Airport Way, Suite 200  
Broomfield, Colorado 80021  
(800) 955-7599



Quad Knopf

Learn more about the Quad Knopf Effect {QK<sup>e</sup>} by visiting [www.quadknopf.com](http://www.quadknopf.com)

### AGREEMENT FOR PROFESSIONAL SERVICES

#### SURVEYING ♦ PLANNING ♦ CIVIL ENGINEERING ♦ ENVIRONMENTAL SCIENCE ♦ LANDSCAPE ARCHITECTURE

901 E. Main Street  
Visalia, California 93292  
(559) 733-0440

6051 N. Fresno Street, Suite 200  
Fresno, California 93710  
(559) 449-2400

5080 California Ave., Suite 220  
Bakersfield, California 93309  
(661) 616-2600

3400 Douglas Boulevard, Suite 190  
Roseville, California 95661  
(916) 784-7823

Fremming, Parson & Pecchenino, a Quad Knopf Company  
2816 Park Avenue  
Merced, California 95348  
(209) 723-2066

This Agreement, entered into by and between CITY OF CHOWCHILLA

hereinafter called the "Client", and QUAD KNOPF is as follows:

A. QUAD KNOPF agrees to perform professional services described below:

Attachment A, setting forth the scope of service to be performed by QUAD KNOPF; or

Other: Provide Planning Services and Environmental Services for the City of Chowchilla, California, as described in the Scope of Services attached hereto as Attachment A.

Project Manager: Desmond Johnston, AICP

B. Client agrees to pay QUAD KNOPF, as compensation, for the above-described services, as follows:

1. Total fees to be based upon:

Standard hourly rates and expenses, as indicated on the standard rate schedule attached hereto; or

Other: The Planning and Environmental Services described herein will be billed per the Billing Structure attached hereto as Attachment B.

2. Payment will be made:

Monthly based upon work completed to date; or

Other: \_\_\_\_\_

C. The standard provisions set forth upon the reverse side as Nos. 1 through 30 are incorporated herein and made a part of this Agreement.

**IN WITNESS WHEREOF**, the parties hereto have accepted, made, and executed this Agreement upon the terms, conditions, and provisions stated above and on the reverse side hereof, on the day and year written below.

**QUAD KNOPF, INC.**

**CLIENT:** CITY OF CHOWCHILLA

Signature: \_\_\_\_\_

Signature: \_\_\_\_\_

Name: Janel Freeman

Name/Title: Brian Haddix, City Administrator

Title: Chief Financial Officer

Address: 130 S. Second Street

Chowchilla, CA 93610

Telephone: (559) 665-8615

Date: \_\_\_\_\_

Date: \_\_\_\_\_

The Client and QUAD KNOPF agree that the following provisions shall be a part of this Agreement:

1. The Client binds himself, his partners, successors, executors, administrators, and assigns to QUAD KNOPF, to this Agreement in respect to all of the terms and conditions of this Agreement. This Agreement may be terminated by the Client or QUAD KNOPF should the other fail to perform its obligations hereunder. In the event of termination, the Client shall pay QUAD KNOPF for all services rendered to the date of termination, all reimbursable expenses, and reimbursable termination expenses.
2. Neither the Client nor QUAD KNOPF shall assign his interest in this Agreement without the written consent of the other.
3. This Agreement may be amended from time to time by the mutual written consent of the parties hereto. "Mutual written consent" shall mean a written description of any revision(s) to the scope of services to be provided by QUAD KNOPF, of any compensation to be paid by the Client to QUAD KNOPF, of any modification in time of performance of the services being provided under this Agreement, and/or of any other changes in the terms and conditions set forth herein. There shall not be considered to be any amendment to this Agreement whatsoever, except for adjustment to QUAD KNOPF's hourly fee schedule as provided for by Provision No. 24 unless such amendment, in writing, has been duly and fully executed by authorized representatives of both the Client and QUAD KNOPF.
4. This agreement shall be governed by and construed in accordance with the laws of the State of California.
5. Client agrees that in the event client institutes litigation to enforce or interpret the provisions of this agreement, such litigation is to be brought and adjudicated in the appropriate court in the county in which consultant's principal place of business is located, and client waives the right to bring, try or remove such litigation to any other county or judicial district.
6. Consultant shall only act as an advisor in all governmental relations.
7. Consultant makes no warranty, either expressed or implied, as to his findings, recommendations, plans specifications, or professional advice except that the services or work product were performed pursuant to generally accepted standards of practice in effect at the time of performance.
8. All tracings, survey notes, and other original documents as instruments of service are and shall remain the property of QUAD KNOPF, except where by law or precedent these documents become public property.
9. QUAD KNOPF is not responsible, and liability is waived by Client as against QUAD KNOPF, for use by Client or any other person of any plans or drawings not signed by an authorized agent or employee of QUAD KNOPF.
10. QUAD KNOPF shall not be responsible for delays caused by factors beyond QUAD KNOPF's control, including but not limited to, strikes, lockouts, accidents, acts of God, weather, ground conditions, or by reason of action, inaction, or changes in rules, regulations or policies of any governmental agency, district, utility company, or Client, its agents or any other person.
11. It is understood by Client that any quantity, time, and/or fee estimates which shall be prepared by QUAD KNOPF are estimates only, are prepared only as a guide and do not constitute a lump sum or fixed fee.
12. QUAD KNOPF makes no representation concerning the estimated quantities and probable costs made in connection with maps, plans, specifications, reports or drawings other than that all such costs are estimates only and actual costs will vary. It is the responsibility of the client to verify costs.
13. Retainers, if any, shall be credited against the final invoice(s) submitted to the Client by QUAD KNOPF for services provided hereinunder.
14. Client hereby agrees that the balance as stated on the billing from QUAD KNOPF to Client is correct, conclusive and binding on the Client, unless Client, within ten (10) days from the date of the receiving of the billing, notifies QUAD KNOPF in writing of the particular item that is alleged to be incorrect.
15. If any invoice is not paid within 30 days, QUAD KNOPF may, without waiving any claim or right against the Client, and without liability whatsoever to the Client, terminate the performance of the service provided for by this Agreement.
16. A late payment LATE CHARGE will be computed at the periodic rate of 1.5% per month, which is an ANNUAL PERCENTAGE RATE of 18%, and shall be applied to the unpaid balance commencing 30 days after the date of the original invoice.
17. In the event any portion or all of an account remains unpaid 90 days after billing, the Client shall pay all costs of collection, including reasonable attorneys' fees.
18. In the event all or any portion of the work prepared or partially prepared by QUAD KNOPF be suspended, abandoned, or terminated, the Client shall pay QUAD KNOPF for the work performed to the point of such suspension.
19. In an effort to resolve any conflicts that arise during the design or construction of the project or following the completion of the project, the Client and QUAD KNOPF agree that all disputes between them arising out of or relating to this Agreement may be submitted to non-binding mediation if the parties mutually agree.  
  
Should litigation be necessary to enforce any term or provision of this Agreement, or to collect any portion of the amount payable under this Agreement, then all litigation and collection expenses, witness fees and court costs, and attorneys' fees shall be paid to the prevailing party.
20. In the event that Client institutes a suit against QUAD KNOPF because of any failure or alleged failure to perform, error, omission or negligence, and if such suit is not successfully prosecuted, or if it is dismissed, or if verdict is rendered for QUAD KNOPF, Client agrees to pay QUAD KNOPF any and all costs of defense, including attorneys' fees, expert witnesses' fees, and court costs, and any and all other expenses of defense which may be needful, immediately following dismissal of the case or immediately upon verdict being rendered in behalf of QUAD KNOPF.
21. QUAD KNOPF agrees, to the fullest extent permitted by law, to indemnify and hold the Client harmless from any damage, liability or cost (including reasonable attorneys' fees and costs of defense) to the extent caused by QUAD KNOPF's negligent acts, errors or omissions in the performance of professional services under this Agreement and those of QUAD KNOPF's subconsultants or anyone for whom QUAD KNOPF is legally liable.  
  
The Client agrees, to the fullest extent permitted by law, to indemnify and hold QUAD KNOPF harmless from any damage, liability or cost (including reasonable attorneys' fees and costs of defense) to the extent caused by the Client's negligent acts, errors and omissions and those of his or her contractors, subcontractors or consultants or anyone for whom the Client is legally liable, and arising from the project that is the subject of this agreement. QUAD KNOPF is not obligated to indemnify the Client in any manner whatsoever for the Client's own negligence.  
  
Client agrees to limit the liability of QUAD KNOPF, its principals and employees, to client and to all contractors and subcontractors on the project, for any claim or action arising in

tort or contract, to the sum of \$50,000 or consultant's fee, whichever is greater. However, if consultant's fee exceeds \$250,000, liability to client and to all contractors and subcontractors shall not exceed \$250,000.

22. Upon request, client shall execute and deliver, or cause to be executed and delivered such additional instruments, documents, governmental fees and charges which are necessary to perform the terms of this agreement.

Client shall pay the costs of checking and inspection fees, zoning and annexation application fees, assessment fees, soils engineering fees, soils testing fees, aerial topography fees, and all other fees, permits, bond premiums, title company charges, blue-prints and reproductions, and all other charges not specifically covered by the terms of this agreement.

23. Unless specifically stated elsewhere in this contract, the following items are not included in any fee estimate, are considered Extra Work, and shall be billed separately at QUAD KNOPF's standard hourly rates:

- Client requested services not specified pursuant to the scope of services described within this Agreement.
- Additional work resulting from changes in governmental requirements or revisions requested by Client.
- Special improvement designs - lift stations, off-tract improvements, landscaping, lakes and recreational facilities, irrigation canals and piping.
- Assistance to Client in obtaining necessary owner and/or trustee signatures to documents and notarial certificates.
- Legal documents (easements, CC&R's, homeowners reports).
- Utility, right-of-way, and easement acquisitions.
- Construction contract administration.
- Restaking or staking for Extra Work.
- Other: \_\_\_\_\_

24. In the event consultant's fee schedule changes due to any increase of costs such as the granting of wage increases and/or other employee benefits to field or office employees due to the terms of any labor agreement, or rise in the cost of living, during the lifetime of this agreement, a percentage increase shall be applied to all remaining compensation.

25. The existence, location, type and size of any underground utilities, improvements and/or obstacles will be determined by QUAD KNOPF only to the extent reasonably possible from visible surface observation or from utility company or governmental records made available to QUAD KNOPF. QUAD KNOPF makes no promise or warranty, express or implied, as to the existence, location, type or size of any underground utility, improvement or obstacle. Client agrees to include, as a condition of any construction contract relating to the project, the requirements that the Contractor verify the existence, location, type and size of any

underground utilities improvements or obstacles, whether shown on any construction plan or not, and if such requirement is not included in such construction contract, or if the contractor fails to verify the existence, location, type and size of any underground utilities, improvements or obstacles, QUAD KNOPF shall not be liable for any delays, expenses or liability suffered by Client or to any other person by reason of the existence of any underground utility, improvement or obstacle.

26. In the event any deviations from or changes to the plans and specifications are made by Client or by any person other than QUAD KNOPF, Client assumes any and all risk and liability arising out of or resulting from such deviations or changes, and Client agrees to indemnify QUAD KNOPF against all loss, damage, liability and costs, including attorneys' fees, as a result of such deviations or changes.

27. Except for the interpretation of QUAD KNOPF's plans and specifications, Client agrees that QUAD KNOPF will not perform on-site construction review or construction observation with respect to this project unless specifically provided for in the Agreement. Unless otherwise specifically provided by this Agreement, such construction observation will be performed by others, and Client agrees to indemnify QUAD KNOPF against any and all liability arising from or relating to the performance of construction observation by such other persons.

28. It is understood and agreed that any on-site review during construction or construction observation provided by QUAD KNOPF pursuant to express written Agreement shall be for the purpose of determining general compliance with the technical provisions of the project plans and specifications, and shall not constitute any form of guarantee with respect to the performance of work by a contractor or subcontractor. QUAD KNOPF shall not assume responsibility for methods or equipment used by a contractor, for safety of construction work, or for compliance by contractors with laws and regulations.

29. QUAD KNOPF makes no representations concerning soil conditions unless specifically included in writing in this Agreement, and is not responsible for any liability that may arise out of the making or failure to make soil surveys, or sub-surface soil tests, or general soil testing.

30. The work shown on any plans or specifications prepared under this agreement may be subject to changing regulations, standards or conditions and as a result may become outdated. In order to protect the client and other parties, this notice is to advise that any such plans and documents may not be suitable for use in construction with the passage of time beyond the date of approval of those plans and documents. If the work covered by these plans and documents is not subject to start of construction, or a bid process if there is one, within twelve (12) months of the approval date shown on the plans and specifications, these plans and specifications are not authorized for use. In such cases, additional reviews and, or modification of designs and documents may be required.

# ATTACHMENT A

## SCOPE OF SERVICES

The following is a general description of typical duties that will be performed by the selected consultant(s). Duties are not limited to those included herein.

### A. Planning Services

In general, the successful individual(s) and/or firms will be expected to provide planning services for all types of projects requesting entitlements, including but not limited to new residential subdivisions; new and redeveloped commercial, office, and industrial properties; requests for General Plan and zoning amendments; requests for boundary (e.g. urban service area) adjustments; site plan reviews; use permits; variances; tentative maps; and architectural design review. For the purposes of application review and processing, the Consultant Planner will should spend 20 hours per week at the Chowchilla City Hall conducting office hours. Consultant will function as an extension of City staff; and therefore, will be expected to serve as the project lead for all assigned projects and be the main point of contact for City staff and the **public**.

The services that the Consultant Planner would provide include, but are not limited to the following:

1. Accurately analyze projects for compliance with the City's General Plan, zoning ordinance, Subdivision Map Act, applicable specific plans, and City policies.
2. Review City's General Plan document and compare with land use and zone district maps for consistency.
3. Write clear and concise letters, staff reports, resolutions, ordinances, and conditions of approval.
4. Work with a CEQA consultant from the City's Consultant Planner list or prepare Initial Studies and CEQA documents, at the City's discretion.
5. Attend Planning Commission and/or City Council meetings and give presentations when necessary; including preparing and posting the planning commission agenda; prepare and distribute the agenda packet; and act as Secretary to the Planning Commission in preparing the minutes.
6. Review projects and provide comments within timelines specified by the Permit Streamlining Act and the City (shorter timelines may be required for certain projects);
7. Conduct site visits as necessary;
8. Maintain concise and accurate administrative record for the assigned project. The original project administrative records and files will be retained at the City Hall. The consultant may use copies for work away from city hall.
9. Be available during regular business hours to answer questions from City staff, outside agencies, and the public; this includes maintaining office hours of 20 hours per week in City Hall to conduct such activities as answering phone calls from the public, working the front counter in answering planning related questions, taking in planning applications, insuring that applications are complete, preparing and posting the public notices, etc. Also, coordinate project review with city departments including but not limited to police, fire, public works, city engineer, etc.
10. Provide brief weekly updates to Chowchilla City Administrator on the status of the application processing as requested.

## **B. Environmental Services**

Does the City want all projects that require environmental services to be performed by the on-call environmental consultant? That is, could an applicant select their own environmental firm that may not be on the list, subject to city approval of that firm?

In general, the successful individuals and/or firms will be expected to provide comprehensive environmental services in accordance with CEQA and/or NEPA. (Though there may be times when the applicant selects its own environmental firm that may not be on the list, subject to city approval of that firm.) The Consultant's ability to complete the environmental reviews in a timely manner is essential. The environmental firm should have the staffing resources available (either in-house or assembled team) to complete multiple environmental reviews in an expeditious manner.

The services that the Consultant Planner would provide include, but are not limited to the following:

1. Write accurate, clear, concise and legally defensible environmental documents.
2. Work with a consultant staff planner if applicable.
3. Attend Planning Commission and/or City Council meetings and give presentations when necessary;
4. Provide typical environmental services such as:
  - Initial Site Assessments
  - Preparation of CEQA reports (Categorical Exemptions, Initial Studies, Negative Declarations, Mitigated Negative Declarations, Environmental Impact Reports, etc.)
  - Preparation of NEPA reports (Categorical Exclusions, Environmental Assessments, Finding of No Significant Impacts, Environmental Impact Statements)
  - Traffic Impact Studies
  - Noise Assessments
  - Air Quality Studies
  - Biological Reports
  - Cultural/Historical Resource Reports
  - Water Quality/ Water Supply Assessments
5. Prepare, circulate and file/record environmental documents and notices in accordance with CEQA and within timelines specified by CEQA and the City (shorter timelines may be required for certain projects);
6. Conduct site visits as necessary;
7. Maintain concise and accurate administrative record for the assigned project. The original project administrative records and files will be retained at the City Hall. The consultant may use copies for work away from city hall.
8. Be available during regular business hours to answer questions from City staff, outside agencies, and the public; and
9. Provide brief weekly updates to Chowchilla City Administrator on the status of the application processing as requested.

Prior to assigning a specific project, the City will provide an introductory overview of the project and the scope of services to be provided. Prior to beginning work or prior to a notice to proceed, the consultant shall provide the city with a cost proposal and time schedule. Work to prepare the cost proposal and time schedule is not reimbursable. All available drawing and other applicable technical and property information will be available to the Consultant.

## Firm's Billing Structure

### 2016 Charge Rates – Planning Services

Quad Knopf will provide a 5% City discount for general planning services. The effective hourly rates for persons that may provide services are estimated as follows:

Title	Planner	Regular Hourly Rate	Hourly Rate w/City Discount (5%)
Principal Entitlement Specialist	Steve Brandt	\$157	\$149.15
Senior Planner	Desmond Johnston	\$142	\$134.90
Senior Planner	Ginger White	\$142	\$134.90
Senior Planner	Jerome Keene	\$142	\$134.90
Senior Associate Planner	Annalisa Perea	\$121	\$114.95

Additional Quad Knopf staff may be required to prepare materials either for the individuals identified above or directly for City staff from time to time. Time spent by these individuals will be billed to the City in accordance with the fee schedule on the following page.

Direct charges as needed, such as parcel post, printing and reproduction, will be billed at cost plus fifteen percent (15%). Transportation expenses from Quad Knopf's offices to Chowchilla will be billed at \$0.63/mile.

Rates are effective through December 31, 2016. If contract assignment extends beyond that date, a new rate schedule may be added to the contract. We will provide monthly reporting of charges with the invoice so the City can monitor the amounts expended.

### 2016 Charge Rates – Environmental Services

Quad Knopf's 2016 Charge Rate Schedule for preparation of environmental documents (e.g., CEQA/NEPA Reports and Technical Studies – Air Quality, Biology, Water Quality/Water Supply Assessments) is included on the following page.

The hourly rates for the staff listed in this submittal are listed below.

Title	Planner	Hourly Rate
Principal Entitlement Specialist	Steve Brandt	\$157
Senior Planner	Desmond Johnston	\$142
Senior Planner	Ginger White	\$142
Senior Planner	Jerome Keene	\$142
Senior Associate Planner	Annalisa Perea	\$121



<b>2016 Charge Rate Schedule</b>	
<b>Office:</b>	
<b>Technical Services</b>	
Project Assistant	\$66 /hour
Project Administrator	\$68 /hour
Assistant CADD Technician/Designer /GIS Technician	\$63 /hour
Associate CADD Technician/Designer /GIS Technician	\$97 /hour
Senior Associate CADD Technician/Designer/ GIS Analyst	\$112 /hour
Senior CADD Technician/Designer /GIS Analyst	\$127 /hour
<b>Professional Services</b>	
<b>Engineering/Survey</b>	
Assistant Engineer/Surveyor	\$110 /hour
Associate Engineer/Surveyor	\$133 /hour
Senior Associate Engineer/Surveyor	\$156 /hour
Senior Traffic Designer	\$156 /hour
Senior Engineer/Surveyor	\$180 /hour
Principal Engineer	\$199 /hour
<b>Planning/Environmental/Entitlement/Landscape Architecture</b>	
Assistant Planner/Environmental Scientist	\$77 /hour
Associate Planner/Environmental Scientist	\$97 /hour
Senior Associate Planner/Environmental Scientist	\$121 /hour
Senior Planner/Environmental Scientist/Entitlement Specialist/Landscape Architect	\$142 /hour
Principal Planner/Environmental Scientist/Entitlement Specialist	\$157 /hour
Senior Principal Planner/Environmental Scientist	\$187 /hour
<b>Field:</b>	
<b>Construction Management</b>	
Assistant Construction Manager	\$110 /hour
Associate Construction Manager	\$129 /hour
Senior Associate Construction Manager	\$148 /hour
Senior Construction Manager	\$165 /hour
Field Construction Observer	\$99 /hour
Associate Field Construction Observer	\$118 /hour
Senior Field Construction Observer	\$138 /hour
<b>Surveying</b>	
One-Person Survey Crew	\$121 /hour
Two-Person Survey Crew	\$198 /hour
Three-Person Survey Crew	\$240 /hour

Fees are based on the median hourly pay rate for employees in each classification, plus indirect costs, overhead, and profit.

**Expenses:**

Plotting, In-house Printing and Reproduction, Equipment Rentals, Laboratory Analyses	1.15 x Cost
Transportation and per diem	1.15 x Cost
Mileage	\$0.63/mile
Off-road vehicles	\$50.00/day
Communication expenses (telephone, parcel post, etc.)	1.15 x Cost
Other Expenses - Including Subconsultants & Purchased Services through Subcontracts	1.15 x Cost

Rates are effective through December 31, 2016. If contract assignment extends beyond that date, a new rate schedule may be added to the contract. Litigation support will be billed at \$300 per hour. Rates based on "Prevailing Wage" (PW) for Construction Surveying will be determined by project and County per California law.



## REPORT TO THE CITY COUNCIL

Council Meeting of February 9, 2016

**Agenda Section:** New Business

**SUBJECT:** **Assignment of Beneficial Interest to Greenhills Holdings on Parcel APN 022-250-053 to Guarantee Fulfillment of Settlement Agreement**

**Prepared By:** Craig Locke, City Engineer/Public Works Director

**Authorized By:** Craig Locke, City Engineer/Public Works Director

**Approved By:** Brian Haddix, City Administrator

### **RECOMMENDATION:**

Staff recommends approval of a Resolution approving the assignment of Beneficial Interest to Greenhills holdings in the value of \$295,159 on the Deed of Trust for Parcel 022-250-053.

### **HISTORY / BACKGROUND:**

On November 10, 2015 the Chowchilla Successor Agency Board authorized the Revised Form of Settlement of Case allowing the option to monetize the property obligation described in the settlement agreement of the lawsuit between Greenhills Holdings and the Successor Agency. This option allowed the Successor Agency to liquidate parcel 022-250-053 in accord with the requirements of the Long Range Property Management Plan, and monetize its 6.73 acre property obligation to Greenhills Holdings with the proceeds of escrow at a conversion rate of \$1.00 per square foot (\$295,159), the multiplier used to establish the obligation.

The subsequent Purchase Sale Agreement with Madera Industrial Partners, approved January 12, 2016, allowed for payment of the purchase price to be paid after the close of escrow. To provide Greenhills Holdings security that the settlement agreement will be fulfilled, the addition of an Assignment of Beneficial Interest is recommended by staff.

Recording of the Assignment of Beneficial Interest in the amount of \$295,159 provides Greenhills Holdings assurance that their interest in the parcel will be recompensed prior to the transfer of title for parcel 022-250-053 to Madera Industrial Partners.

Also included in the November 10, 2015 action, Successor Agency Resolution is the provision that Greenhills Holdings will purchase parcel 022-250-066 and a portion of parcel 022-250-064. This provision will be executed in a separate transaction, and will require a lot line adjustment to parcel 022-250-062. Staff has received a proposal for completing this work. Greenhills Holdings has agreed to split 50-50 all costs associated with the lot line adjustment and reduce the \$295,000 Assignment of Beneficial Interest by that amount and the value of the land transferred in the lot line adjustment, calculated at \$1.00 per square foot upon recording of the revised map.

### **FINANCIAL IMPACT:**

There is no financial impact on the operating budget of the City. The liability existing in the form of the settlement agreement will be entirely remitted by the proceeds of the land sale.

**ATTACHMENTS:**

Resolution

Assignment of Beneficial Interest

**COUNCIL RESOLUTION # -16**

**A RESOLUTION OF THE CITY COUNCIL OF THE CITY OF CHOWCHILLA, CALIFORNIA,  
AUTHORIZING ASSIGNMENT OF BENEFICIAL INTEREST TO GREENHILLS HOLDINGS  
ON PARCEL APN 022-250-053 TO GUARANTEE FULFILLMENT OF SETTLEMENT  
AGREEMENT**

**WHEREAS** Resolution 89-15 of the Chowchilla Redevelopment Agency Successor Agency on November 10, 2015 allowed the Revised Form of Settlement of Case to monetize the 6.73 acre property obligation to \$295,159 upon close of escrow; and

**WHEREAS** The Purchase and Sale Agreement entered into between Madera Industrial Partners and the Chowchilla Redevelopment Agency Successor Agency on January 12, 2016 allows the purchase price to be paid after the close of escrow; and

**WHEREAS**, the recording of an Assignment of Beneficial Interest provides Greenhills Holdings with security that the settlement agreement will be fulfilled upon transfer of title to Madera Industrial Partners.

**NOW, THEREFORE, BE IT RESOLVED** that the City Council of the City of Chowchilla hereby finds and determines the following:

1. The Council finds that the above recitals are true and accurate.
2. Council hereby authorizes the recordation of an Assignment of Beneficial Interest to Greenhills Holdings in the amount of \$295,159 on parcel 022-250-053

**PASSED AND ADOPTED** by the City Council of the City of Chowchilla this 9th day of February, 2016 by the following vote to wit:

**AYES:**

**NOES:**

**ABSENT:**

**ABSTAIN:**

APPROVED:

\_\_\_\_\_  
Waseem Ahmed, Mayor

ATTEST:

\_\_\_\_\_  
Joann McClendon, CMC  
Interim City Clerk

**RECORDING REQUESTED BY**  
City of Chowchilla/Successor Agency  
AND WHEN RECORDED MAIL TO:

Name Greenhills Holdings, LLC

Street Address 1465 Buckingham Way

City & State Hillsborough, CA 94010  
Zip

Title Order No.

Escrow No.

SPACE ABOVE THIS LINE FOR RECORDER'S USE

## Assignment of Deed of Trust

Assessor Parcel Number: 022-250-053

FOR VALUE RECEIVED, the undersigned hereby grants, assigns and transfers to  
GREENHILLS HOLDINGS, LLC, a California Limited Liability Company as to an undivided  
\$293,159.00/\$395,000.00

beneficial interest under that certain Deed of Trust dated \_\_\_\_/\_\_\_\_/2016  
executed by

MADERA INDUSTRIAL DEVELOPMENT PARTNERSHIP  
to Chicago Title

, Trustor,  
, Trustee,

and recorded as Instrument No. \_\_\_\_\_ on  
Official Records in the County Recorder's office of  
therein as:

in book \_\_\_\_\_, page \_\_\_\_\_, of  
County, California, describing land

See Exhibit "A"

TOGETHER with the note or notes therein described or referred to, the money due and to become due thereon with interest,  
and all rights accrued or to accrue under said Deed of Trust.

A notary public or other officer completing this certificate  
verifies only the identity of the individual who signed the  
document to which this certificate is attached, and not  
the truthfulness, accuracy, or validity of that document.

CITY OF CHOWCHILLA/CHOWCHILLA SUCCESSOR AGENCY

Dated \_\_\_\_\_

STATE OF CALIFORNIA  
COUNTY OF \_\_\_\_\_

On \_\_\_\_\_ before me,

(here insert name and title of the officer)

\_\_\_\_\_, notary public, personally appeared \_\_\_\_\_

who proved to me on the basis of satisfactory evidence to be the  
person(s) whose name(s) is/are subscribed to the within instrument  
and acknowledged to me that he/she/they executed the same in  
his/her/their authorized capacity(ies), and that by his/her/their  
signature(s) on the instrument the person(s), or the entity upon behalf  
of which the person(s) acted, executed the instrument.

I certify under PENALTY OF PERJURY under the laws of the state of  
California that the foregoing paragraph is true and correct.

WITNESS my hand and official seal

Signature \_\_\_\_\_

(This area for official notarial seal)

**RECORDING REQUESTED BY  
Greenhills Holdings, LLC**

AND WHEN RECORDED MAIL TO:

Name City of Chowchilla/Successor Agency

Street Address 130 South Second Street

City & State Chowchilla, CA 93610  
Zip

Title Order No.

Escrow No.

SPACE ABOVE THIS LINE FOR RECORDER'S USE

## Partial Reconveyance

Assessor Parcel Number: 022-250-053

Chicago Title \_\_\_\_\_, a California corporation, as Trustee, or Successor Trustee, or Substituted Trustee, under Deed of Trust hereinafter referred to, having received from holder of the obligations thereunder a written request to reconvey, in accordance with the terms of said Deed of Trust, all estate now held by said Trustee under said Deed of Trust in and to the hereinafter described property, said holder having presented said Deed of Trust and note(s) secured thereby for endorsement, said Deed of Trust having been executed by **MADERA INDUSTRIAL DEVELOPMENT PARTNERSHIP**

Trustor and recorded in the Official Records of \_\_\_\_\_ County, California on \_\_\_\_\_, as  
Instrument No. \_\_\_\_\_ in Book \_\_\_\_\_, Page \_\_\_\_\_

NOW, THEREFORE, In accordance with said request and the provisions of said Deed of Trust, \_\_\_\_\_, as  
Trustee, does hereby RECONVEY, without warranty, to THE PERSON OR PERSONS ENTITLED THERETO, all estate now held by it  
thereunder in and to that property situated in said County, Sate of California, described as follows:

The remaining property described in said Deed of Trust shall continue to be held by said Trustee under the terms thereof. As provided in said Deed of Trust, this Partial Reconveyance is made without affecting the personal liability of any person for payment of the indebtedness secured by said Deed of Trust.

Dated \_\_\_\_\_

A notary public or other officer completing this certificate verifies only the identity of the individual who signed the document to which this certificate is attached, and not the truthfulness, accuracy, or validity of that document.

STATE OF CALIFORNIA  
COUNTY OF \_\_\_\_\_

On \_\_\_\_\_ before me,

\_\_\_\_\_  
(here insert name and title of the officer)

\_\_\_\_\_, notary public, personally appeared \_\_\_\_\_

who proved to me on the basis of satisfactory evidence to be the person(s) whose name(s) is/are subscribed to the within instrument and acknowledged to me that he/she/they executed the same in his/her/their authorized capacity(ies), and that by his/her/their signature(s) on the instrument the person(s), or the entity upon behalf of which the person(s) acted, executed the instrument.

I certify under PENALTY OF PERJURY under the laws of the state of California that the foregoing paragraph is true and correct.

WITNESS my hand and official seal

Signature \_\_\_\_\_

Chicago Title \_\_\_\_\_  
as such Trustee

By \_\_\_\_\_  
Authorized Signature

(This area for official notarial seal)



## REPORT TO THE CITY COUNCIL

Council Meeting of February 9, 2016

<b>Agenda Section:</b>	<u>New Business</u>
<b>SUBJECT:</b>	<b>Authorize the Creation of an Ad Hoc Financial Advisory Committee</b>
<b>Prepared By:</b>	<u>Brian Haddix, City Administrator</u>
<b>Approved By:</b>	<u>Brian Haddix, City Administrator</u>

### **RECOMMENDATION:**

That the Council create an Ad Hoc Financial Advisory Committee, then appoint two of its members to that committee to work with Johnson Controls on the financial mechanisms for funding the JCI project to modernize Chowchilla's physical infrastructure.

### **HISTORY / BACKGROUND:**

Johnson Controls Incorporated has requested that the Chowchilla City Council create an Ad Hoc Financial Advisory Committee that they can coordinate with on complex financial matters. According to the League of California City's Open and Public IV document, "A temporary advisory committee **composed solely of less than a quorum** of the legislative body that serves a limited or single purpose, that is not perpetual, and that will be dissolved once its specific task is completed is not subject to the Brown Act. Temporary committees are sometimes called *ad hoc* committees, a term not used in the Brown Act. Examples include an advisory committee composed of less than a quorum created to interview candidates for a vacant position or to meet with representatives of other entities to exchange information on a matter of concern to the agency, such as traffic congestion.

In this case, JCI would work with this committee in discussing in greater detail financial matters coming forward as part of its project to modernize our physical infrastructure. The committee would then dialogue with the Council at a Brown Act Noticed meeting on the mechanics of the financial proposals.

### **FINANCIAL IMPACT:**

No additional financial impact.

### **ATTACHMENTS:**

None.



## REPORT TO THE CITY COUNCIL

Council Meeting of February 9, 2016

<b>Agenda Section:</b>	<u>New Business</u>
<b>SUBJECT:</b>	<b>Consideration to Nominate City Staff to Participate as a Member of the San Joaquin Valley Water Infrastructure Authority Technical Advisory Committee</b>
<b>Prepared By:</b>	<u>Craig Locke, City Engineer/Public Works Director/Airport Manager</u>
<b>Approved By:</b>	<u>Brian Haddix, City Administrator</u>

### **RECOMMENDATION:**

Staff recommends that Council nominate City staff participation in the San Joaquin Valley Water Infrastructure Authority Technical Advisory Committee if selected

### **HISTORY / BACKGROUND:**

The San Joaquin Valley Water Infrastructure Authority (SJVWIA) has been created to apply for State grant funds related to the construction of Temperance Flat Dam and aid local efforts to pursue Proposition 1 water project funding. It was determined that an independent Joint Powers Authority (JPA) was the best vehicle to use to apply for these funds, as the benefit of Temperance Flat dam is widely spread throughout the Valley, and an independent JPA limits the liability of members on the JPA. Five counties (Fresno, Madera, Merced, Kings, and Tulare) make up the SJVWIA.

The express purpose of the SJVWIA is to “jointly develop and submit to the appropriate agency of the State of California solicitations or applications for grants pursuant to the Water Quality, Supply, and Infrastructure Act of 2014 or pursuant to similar programs or laws established by the State of California or the United States federal government. The Authority may also exercise such powers as are granted to it by the member Parties to administer or disburse the funds obtained for any Qualified Water Project.”

The Board is composed of one member each from the five Counties, two members representing Cities in the region, two members representing water districts, one member representing local Tribes, and one ‘At Large Board Member’, an individual member appointed by the rest of the board. Each of the first 10 board member position requires a \$50,000 contribution to the SJVWIA to provide operating capitol.

The County representation has been filled by a member of each county’s Board of Supervisors. From Madera County, the representative is Dave Rodgers. The Cities are to be selected from east and west, with Orange Cove and Avenal filling those roles. One of the two Water District positions has been filled by San Joaquin River Exchange Contractors Water Authority, and the tribal position will most likely be filled by Table Mountain.

In conversations with the Interim Executive Director Mario Santoyo, It was suggested that the City of Chowchilla could show its support for the SJVWIA by offering the participation of City staff to help populate one or more advisory committees, the Technical Advisory committee in particular.

Although the organization of these committees has not been finalized as of publication of this report, there is no anticipated cost associated with this position. It is expected that the contribution will be participation in monthly meetings and tasks associated with the advancement of the Board agenda.

**FINANCIAL IMPACT:**

The monetary contribution anticipated for staff to participate in the support committees.

**ATTACHMENTS:**

None