

**ALL CELL PHONES AND ELECTRONIC DEVICES MUST BE  
TURNED OFF IN THE COUNCIL CHAMBERS**

**A G E N D A  
REEDLEY CITY COUNCIL MEETING**

**7:00 P.M.**

**TUESDAY, July 28, 2020**

**Meeting Held in the Council Chambers  
845 "G" Street, Reedley, California**

The Council Chambers are accessible to the physically disabled. Requests for additional accommodations for the disabled, including auxiliary aids or services, should be made one week prior to the meeting by contacting the City Clerk at 637-4200 ext. 212.

Any document that is a public record and provided to a majority of the City Council regarding an open session item on the agenda will be made available for public inspection at City Hall, in the City Clerk's office, during normal business hours. In addition, such documents may be posted on the City's website.

Unless otherwise required by law to be accepted by the City at or prior to a Council meeting or hearing, no documents shall be accepted for Council review unless they are first submitted to the City Clerk by the close of business one day prior to said Council meeting/hearing at which the Council will consider the item to which the documents relate, pursuant to the adopted City Council Protocols.

**In recognition of the guidance from the California Department of Public Health in response to the COVID-19 pandemic, those who choose to attend the City Council meeting physically will be asked to practice social distancing by remaining at least 6 feet apart from other attendees. Hand sanitizer will be available at the entrance to the Council Chambers. We ask all attendees to use the hand sanitizer upon entering and exiting the room. If you are sick, please do not attend the meeting in person. The meeting is available via live stream at the web link noted below following the City's website address and public comments will be accepted during the appropriate comment periods by calling (559) 637-4200 ext. 290. Thank you for your cooperation. Our community's health and safety is our highest priority.**

City of Reedley's Internet Address is [www.reedley.ca.gov](http://www.reedley.ca.gov)  
City Council Meeting live stream is available at <http://www.reedley.com/livestream.php>

Frank Piñon, Mayor

Mary Fast, Mayor Pro Tem  
Anita Betancourt, Council Member

Robert Beck, Council Member  
Ray Soleno, Council Member

**MEETING CALLED TO ORDER**

**INVOCATION** – Russ Robertson, Public Works Director

**PLEDGE OF ALLEGIANCE**

**ROLL CALL**

**AGENDA APPROVAL – ADDITIONS AND/OR DELETIONS**

## PRESENTATION

1. PRESENTATION BY MOSES STITES, GENERAL MANAGER ON FRESNO COUNTY RURAL TRANSIT AGENCY.

**PUBLIC COMMENT** – *Provides an opportunity for members of the public to address the City Council on items of interest to the public within the Council's jurisdiction and which are not already on the agenda this evening. It is the policy of the Council not to answer questions impromptu. Concerns or complaints will be referred to the City Manager's office. Speakers should limit their comments to not more than three (3) minutes. No more than ten (10) minutes per issue will be allowed. For items which are on the agenda this evening, members of the public will be provided an opportunity to address the Council as each item is brought up for discussion.*

## NOTICE TO PUBLIC

**CONSENT AGENDA** items are considered routine in nature and voted upon as one item. Under a **CONSENT AGENDA** category, a recommended course of action for each item is made. Any Council Member may remove any item from the **CONSENT AGENDA** in order to discuss and/or change the recommended Course of action, and the Council can approve the remainder of the **CONSENT AGENDA**. A Council Member's vote in favor of the **CONSENT AGENDA** is considered and recorded as a separate affirmative vote in favor of each action listed. Motions in favor of the **CONSENT AGENDA** are deemed to include a motion to waive the full reading of any ordinance on the **CONSENT AGENDA**. For **adoption of ordinances**, only those that have received a unanimous vote upon introduction are considered **CONSENT** items.

### CONSENT AGENDA (Item 2-7)

Motion \_\_\_\_\_ 2<sup>nd</sup> \_\_\_\_\_

2. APPROVAL OF MINUTES OF THE SPECIAL MEETING OF THE REEDLEY CITY COUNCIL OF MAY 19, 2020, MAY 26, 2020 AND JUNE 9, 2020. - (City Clerk)  
Staff Recommendation: Approve
3. APPROVE AND AUTHORIZE THE CITY MANAGER TO SIGN THE DASH MERCHANT PROCESSING AGREEMENT AND RELATED DOCUMENTS PERTAINING TO THE REGISTRATION SOFTWARE CREDIT CARD TRANSACTIONS. – (Community Services)  
Staff Recommendation: Approve
4. APPROVE AND AUTHORIZE THE CITY MANAGER TO SIGN THE LICENSED TRAINING PROVIDER AGREEMENT WITH THE AMERICAN RED CROSS. - (Community Services)  
Staff Recommendation: Approve
5. ADOPT RESOLUTION 2020-064 APPROVING AND ACCEPTING THE FISCAL YEAR 2020-2021 CLAIMS FOR MEASURE C LOCAL TRANSPORTATION FUNDS FROM THE FRESNO COUNTY TRANSPORTATION AUTHORITY. – (Engineering)  
Staff Recommendation: Approve



6. STAFF RECOMMENDS THAT THE CITY COUNCIL TAKE THE FOLLOWING ACTIONS TO FUND THE SCHOOL DAY CARE PROGRAMS AT TL REED AND WASHINGTON SCHOOLS.
  - A. RATIFY THE AUTHORIZATION FOR CITY MANAGER TO EXECUTE THE MEMORANDUM OF UNDERSTANDING (MOU) WITH KINGS CANYON UNIFIED SCHOOL DISTRICT (KCUSD) TO PROVIDE STAFF AND ADMINISTRATIVE SERVICES.
  - B. ADOPT RESOLUTION 2020-065 AMENDING THE 2020-21 ADOPTED BUDGET APPROPRIATING \$66,065 IN THE GENERAL FUND TO PROVIDE SERVICES FROM AUGUST 12, 2020 – DECEMBER 18, 2020.

(Community Services)

Staff Recommendation: Approve

7. ADOPT RESOLUTION 2020-066 DECLARING LISTED VEHICLE AS SURPLUS – (Community Services)  
Staff Recommendation: Approve

### **ADMINISTRATIVE BUSINESS**

8. APPROVE THE SECOND REQUEST FROM RIVER CITY THEATRE COMPANY (RCTC) TO WAIVE THE RENT PAYMENT FOR THE REMAINDER OF THE CALENDAR YEAR DUE TO THE FINANCIAL IMPACT OF COVID-19. - Report, discussion and/or other Council action to approve, modify, and/or take other action as appropriate. – (Community Services)  
Staff Recommendation: Approve
9. ADOPT RESOLUTION 2020-067 AMENDING THE FY 2020-21 ADOPTED BUDGET RECOGNIZING AND APPROPRIATING \$200,000 IN THE GENERAL FUND FOR FRESNO COUNTY TRANSPORTATION AUTHORITY TRANSIT ORIENTED DEVELOPMENT MEASURE C EXTENSION GRANT FUNDS FOR THE DEVELOPMENT OF PHASE II OF THE REEDLEY FAMILY APARTMENTS PROJECT. - Report, discussion and/or other Council action to approve, modify, and/or take other action as appropriate. – (Community Services)  
Staff Recommendation: Approve

### **WORKSHOP**

10. WORKSHOP ON THE STATUS OF REEDLEY ARMORY – Administration

### **RECEIVE INFORMATION & REPORTS**

*These items are formal transmittals of information to the Reedley City Council. They are not voted upon by the Reedley City Council. Members of the public who have questions on these items are suggested to call City staff members during regular business hours.*

11. MINUTES OF THE REGULAR MEETING OF MARCH 18, 2020, OF THE REEDLEY AIRPORT COMMISSION. – (Community Services)
12. TEMPORARY BUSINESS UTILITY BILL FORGIVENESS PROGRAM REPORT OF UTILIZATION. – (Administrative Services)

13. REEDLEY'S RIVER CITY THEATRE COMPANY PROFIT & LOSS STATEMENT.

## **COUNCIL REPORTS**

14. BRIEF REPORT BY COUNCIL MEMBERS ON CITY RELATED ACTIVITIES AS AUTHORIZED BY THE BROWN ACT AND REQUESTS FOR FUTURE AGENDA ITEMS.

## **STAFF REPORTS**

15. UPDATES AND/OR REPORTS BY CITY MANAGER AND/OR STAFF MEMBERS.

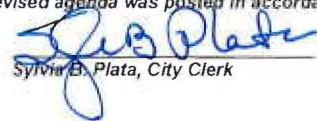
## **ADJOURNMENT**

### Dates to Remember:

August 11, 2020 – Regular Council Meeting

August 25, 2020 – Regular Council Meeting

*I hereby certify under penalty of perjury, under the laws of the State of California that the foregoing revised agenda was posted in accordance with the applicable legal requirements. Dated this 23rd day of July 2020.*

  
Sylvia B. Plata, City Clerk



## REEDLEY CITY COUNCIL MEETING – May 19, 2020

A complete audio record of the minutes is available at [www.reedley.ca.gov](http://www.reedley.ca.gov)

The Special meeting of Reedley City Council called to order by Mayor Frank Piñon at 6:04 p.m. on Tuesday, May 19, 2020 in the City Hall Council Chambers, 845 “G” Street, Reedley, California.

**INVOCATION** – Russ Robertson, Director of Public Works

### **PLEDGE OF ALLEGIANCE**

The pledge of allegiance was led by Council Member Beck.

### **ROLL CALL**

Council Members

Present: Robert Beck, Mary Fast, Ray Soleno, Frank Pinon.

Absent: Anita Betancourt

### **AGENDA APPROVAL – ADDITIONS AND/OR DELETIONS**

Council Member Soleno moved, Council Member Beck seconded to accept and approve agenda.

AYES: Soleno, Beck, Fast, Piñon

NOES: None.

ABSTAIN: None.

ABSENT: Betancourt.

### **ADMINISTRATIVE BUSINESS**

#### 1. CONSIDERATION OF ITEMS PERTAINING TO A TEMPORARY BUSINESS UTILITY BILL FORGIVENESS PROGRAM.

A. RESOLUTION NO. 2020-045 ADOPTING A TEMPORARY BUSINESS UTILITY BILL FORGIVENESS PROGRAM UTILIZING \$25,000 FROM THE GENERAL FUND RESERVE.

B. RESOLUTION NO. 2020-046 AMENDING THE FY 2019-20 ADOPTED BUDGET APPROPRIATING \$25,000 IN THE GENERAL FUND RESERVE FOR A TEMPORARY BUSINESS UTILITY BILL FORGIVENESS PROGRAM.

City Manager, Nicole Zieba stated that at the last Council meeting, Council Members had expressed a desire for staff to come up with ideas to provide relief to effected business by the COVID-19 pandemic. Ms. Zieba said that staff had identified an opportunity to utilize a portion of the General Fund Reserve, to offer affected businesses up to two months of city utility bill forgiveness, which included charges from water, wastewater and solid waste services. City Manager reviewed the proposed program, explained the process and answered Council’s questions.

Council Member Beck moved and Council Member Fast seconded with the condition that the wording be changed to state that all restaurants regardless if they were closed or opened be eligible.

#### 1. CONSIDERATION OF ITEMS PERTAINING TO A TEMPORARY BUSINESS UTILITY BILL FORGIVENESS PROGRAM.

A. RESOLUTION NO. 2020-045 ADOPTING A TEMPORARY BUSINESS UTILITY BILL FORGIVENESS PROGRAM UTILIZING \$25,000 FROM THE GENERAL FUND RESERVE.

B. RESOLUTION NO. 2020-046 AMENDING THE FY 2019-20 ADOPTED BUDGET APPROPRIATING \$25,000 IN THE GENERAL FUND RESERVE FOR A TEMPORARY BUSINESS UTILITY BILL FORGIVENESS PROGRAM.

## REEDLEY CITY COUNCIL MEETING – May 19, 2020

Council Member Beck moved, Council Member Fast second to accept, approve and ADOPT RESOLUTION NO. 2020-045, ADOPTING A TEMPORARY BUSINESS UTILITY BILL FORGIVENESS PROGRAM UTILIZING \$25,000 FROM THE GENERAL FUND RESERVE.

AYES: Beck, Fast, Piñon  
NOES: Soleno.  
ABSTAIN: None.  
ABSENT: Betancourt.

### WORKSHOP

CONTINUED – PROPOSED FY 2020/21 BUDGET – No Action to be taken

The Reedley City Budget is available on the City Website: [www.reedley.ca.gov](http://www.reedley.ca.gov)

### BUDGET PRESENTATIONS AND DISCUSSIONS

#### A. OPENING COMMENTS BY CITY MANAGER

City Manager stated that the budget workshops had started the prior week and encouraged the public on their input, comments and concerns. The City's budget was very complex document and included a lot of documents in order to be as transparent as possible. Staff had tried to streamline the budget document in order to assist the public and make it more of a readable document.

#### B. DEPARTMENTAL BUDGET PRESENTATIONS

- COMMUNITY SERVICES

Sarah Reid, Community Services Director stated that the Community Services Department encompassed a variety of divisions and programs with the primary goal to service the entire community and the main focus was to provide services at an affordable price and outstanding services to all Reedley residents. Ms. Reid addressed the 2020-21 proposed budget for the department, reviewing the department's expenditures and revenues for the programs and the Reedley Municipal Airport. She reviewed the highlights of her department and the explained the program challenges due to the COVID-19 pandemic since several of their programs could not take place.

- ENGINEERING

Marilu Morales, City Engineer reviewed engineering's budget for 2020-21 fiscal year. She reviewed the many responsibilities of their department. Ms. Morales briefly provided an overview of the department's major projects and provided information on the status of the pavement management plan. She reviewed the funding sources for the upcoming year and proposed expenditures. Her goals were to deliver all Federal and Grant Aid projects on time and within budget, prepare successful grant applications, and continue to work with all departments and consultants to develop plans and projects that addressed the city's transportation infrastructure needs.

*Mayor Piñon called for a short break at 7:35 p.m.  
Meeting reconvene at 7:50 p.m.*

- PUBLIC WORKS

Russ Robertson, Public Works Director also review his department's proposed budget for their division including Water, Parks/LLMD Maintenance, Streets, Solid Waste, Fleet Maintenance, Electrical and Waste Water. Mr. Robertson reviewed department's accomplishments and provided highlights. He provided a brief review of department goals and a reviewed projected revenues and expenditures.

### ADJOURNMENT

Mayor Piñon adjourned the regular meeting at 8:42 p.m.

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Mayor Piñon

ATTEST: \_\_\_\_\_  
Sylvia B. Plata, City Clerk



## REEDLEY CITY COUNCIL MEETING – May 26, 2020

A complete audio record of the minutes is available at [www.reedley.ca.gov](http://www.reedley.ca.gov)

# 2

The Special meeting of Reedley City Council called to order by Mayor Frank Piñon at 6:03 p.m. on Tuesday, May 26, 2020 in the City Hall Council Chambers, 845 “G” Street, Reedley, California.

**INVOCATION** – Russ Robertson, Director of Public Works

### PLEDGE OF ALLEGIANCE

The pledge of allegiance was led by Council Member Beck.

### ROLL CALL

Council Members

Present: Robert Beck, Anita Betancourt, Mary Fast, Ray Soleno, Frank Piñon.

Absent: None.

### AGENDA APPROVAL – ADDITIONS AND/OR DELETIONS

City Manager, Nicole Zieba stated that there were no changes for the agenda, and asked that it be noted for Public Record that our Council meeting was being livestreamed and public comments would be accepted from the public during the appropriate periods. The public would be able to call (559) 637-4200 ext. 290 and since there was a 1 minute delay from the livestream, Council would need to wait to give the opportunity for the public to call in.

Council Member Betancourt moved, Mayor Piñon seconded to accept and approve agenda.

Consent items approved with the motion and *unanimously carried*.

### PRESENTATION

#### 1. INTRODUCTION OF CHINAYERA BLACK, EXECUTIVE DIRECTOR OF SIERRA KINGS HEALTH CARE DISTRICT – City Manager

City Manager introduced and welcomed Kathy Omachi, Board Chair and the new Executive Director of Sierra Kings Health Care District, Chinayera Black. Ms. Omachi was thrilled to introduce Ms. Chinayera as their new Executive Director who had for the last 20 years, established, developed and administered the Madera County First Five Program, growing the staff from two members to a staff of over two hundred and a small budget to multi-million dollar budget. Ms. Omachi was very pleased that Ms. Black had accepted the position with Sierra Kings Health Care District. Ms. Chinayera Black Hardaman thanked Council for the opportunity to meet the Council and shared her experiences in the community in her first 60 days with the District including her goals and priorities.

### PUBLIC COMMENTS

None.

### CONSENT AGENDA (Item 2-4)

Motion \_\_\_\_\_ 2<sup>nd</sup> \_\_\_\_\_

Council Member Betancourt moved, Council Member Soleno seconded to accept, approve and adopt all items listed under the **CONSENT AGENDA** as follow:

2. APPROVAL OF MINUTES OF THE REGULAR COUNCIL MEETINGS OF APRIL 28, 2020. - *Approved*
3. ADOPT RESOLUTION NO. 2020-043 ADOPTING THE ANNUAL APPROPRIATIONS LIMIT FOR FISCAL YEAR 2020-21. - *Approved*

## REEDLEY CITY COUNCIL MEETING – May 26, 2020

### 4. CONSIDER THE FOLLOWING ITEMS (A) AND (B) FOR THE CITY OF REEDLEY'S FISCAL YEAR 2020-2021 LANDSCAPING AND LIGHTING MAINTENANCE DISTRICT NO. 1 ASSESSMENTS

- A) ADOPT RESOLUTION NO. 2020-047 APPROVING THE ENGINEER'S REPORT SETTING FORTH THE FISCAL YEAR 2020-21 ANNUAL ASSESSMENTS FOR LANDSCAPING AND LIGHTING DISTRICT NO. 1 OF THE CITY OF REEDLEY
- B) ADOPT RESOLUTION NO. 2020-048 SETTING FORTH THE NOTICE OF INTENTION TO LEVEY AND COLLECT THE ANNUAL ASSESSMENTS AND ESTABLISHING THE DATE FOR A PUBLIC HEARING IN CONSIDERATION THEREOF.

*Approve*

Motion unanimously **carried**.

### PUBLIC HEARING

### 5. CONSIDER ACTION RELATED TO ANNEXATION OF TERRITORY (ANNEXATION NO. 17) TO THE CITY OF REEDLEY COMMUNITY FACILITIES DISTRICT 2005-1 (PUBLIC SERVICES) WHICH INCLUDES THE FOLLOWING:

- A) RESOLUTION 2020-36, A RESOLUTION OF THE CITY COUNCIL OF THE CITY OF REEDLEY OF ANNEXATION OF TERRITORY TO THE CITY OF REEDLEY COMMUNITY FACILITIES DISTRICT NO. 2005-1 (PUBLIC SERVICES), AUTHORIZING THE LEVY OF SPECIAL TAX, AND SUBMITTING THE QUESTION OF LEVYING A SPECIAL TAX WITHIN THE AREA PROPOSED TO BE ANNEXED TO QUALIFIED ELECTORS – ANNEXATION NO. 17.
- B) RESOLUTION 2020-037, A RESOLUTION OF THE CITY COUNCIL OF THE CITY OF REEDLEY DECLARING RESULTS OF SPECIAL ANNEXATION ELECTION, DETERMINING VALIDITY OF PRIOR PROCEEDINGS, AND DIRECTING RECORDING OF AMENDMENT TO NOTICE OF SPECIAL TAX LIEN.

Paul Melikian, Assistant City Manager addressed Council on the second step of the legal process for consideration of annexation of territory to the City of Reedley Community Facilities District. Legal steps were for the City Council to hold a public hearing for the annexation, consider approval of Resolution 2020-036 authorizing the levy of special tax, and submitting the question of levying a special tax within the area proposed to be annexed to qualified electors. Lastly, Council would then call for the special election with the City Clerk to open ballots and announce the votes and consider approval of Resolution 2020-037, declaring the results of votes of the special annexation election, directing recording of amendment to notice of special tax lien.

### Public Hearing Opened 6:23 p.m.

City Clerk, Sylvia Plata announced that one (1) envelope had been mailed out with 16 ballots to Efrain Yanez Construction, Inc. She pointed out that although Exhibit "A" showed 17 votes the correct amount of votes were 16 and corrections had been made. City Clerk stated that one (1) envelope had been received within the acceptable timeline and action could be taken on item "A".

### Public Hearing Closed 6:27 p.m.

Council Member Fast moved, Council Member Beck seconded to accept, approve and adopt RESOLUTION 2020-36, A RESOLUTION OF THE CITY COUNCIL OF THE CITY OF REEDLEY OF ANNEXATION OF TERRITORY TO THE CITY OF REEDLEY COMMUNITY FACILITIES DISTRICT NO. 2005-1 (PUBLIC SERVICES), AUTHORIZING THE LEVY OF SPECIAL TAX, AND SUBMITTING THE QUESTION OF LEVYING A SPECIAL TAX WITHIN THE AREA PROPOSED TO BE ANNEXED TO QUALIFIED ELECTORS – ANNEXATION NO. 17.

Motion unanimously **carried**.



## REEDLEY CITY COUNCIL MEETING – May 26, 2020

City Clerk, Sylvia Plata opened the envelope with the ballot and announce that the 16 votes for Efrain Yanez Construction Inc., were in favor of the annexation and Council could proceed with action on item “B”.

Council Member Betancourt moved, Council Member Fast seconded to accept, approve and adopt RESOLUTION 2020-037, A RESOLUTION OF THE CITY COUNCIL OF THE CITY OF REEDLEY DECLARING RESULTS OF SPECIAL ANNEXATION ELECTION, DETERMINING VALIDITY OF PRIOR PROCEEDINGS, AND DIRECTING RECORDING OF AMENDMENT TO NOTICE OF SPECIAL TAX LIEN.

Motion unanimously **carried**.

### WORKSHOP

CONTINUED – PROPOSED FY 2020/21 BUDGET – No Action to be taken

The Reedley City Budget is available on the City Website: [www.reedley.ca.gov](http://www.reedley.ca.gov)

### BUDGET PRESENTATIONS AND DISCUSSIONS

#### A. OPENING COMMENTS BY CITY MANAGER

City Manager, Nicole Zieba said this was the last day of the budget workshops. Again invited the public to participate in the discussions and invited them to contact her office if there were any questions. There would not be a budget workshop at the June 9<sup>th</sup> meeting, however would hold a closed session to discuss both Union negotiations with Council. Staff would submit the budget, salary resolution, Master Salary Table on the 23<sup>rd</sup> for adoption.

#### B. DEPARTMENTAL BUDGET PRESENTATIONS

- FIRE DEPARTMENT

Fire Chief Isaak, provided an overview of the Fire Department Divisions, which were Fire and Life Safety, and Municipal Code Compliance. Chief Isaak explained the proposed funding and expenditures for 2020-21 fiscal year. Chief described the department's responsibilities, department staff, fire operations and provided an overview of the Code Compliance cases for 2019. His power point contained multiple highlighted accomplishments and department goals.

- POLICE DEPARTMENT

Police Chief Garza reviewed the department's proposed FY 2020-2021 budget, explaining revenues and expenditures such as purposed capital purchases. Chief also included many 2019-2020 accomplishments including the hiring of addition new police officers, reaching a milestone of 500+ successful offender mediations through RPBI and successful applications of various law enforcement grants. At the conclusion he reviewed the FY 2020-2021 department's goals.

City Manager, Nicole Zieba provided Council with an update on CORVID-19 situation and that barbershop, beauty shops and churches had been allowed to open with new guidelines and restrictions.

### ADJOURNMENT

Mayor Piñon adjourned the regular meeting at 7:17 p.m.

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Mayor Piñon

ATTEST:

Sylvia B. Plata, City Clerk

## REEDLEY CITY COUNCIL MEETING – June 9, 2020

A complete audio record of the minutes is available at [www.reedley.ca.gov](http://www.reedley.ca.gov)

#2

The Special meeting of Reedley City Council called to order by Mayor Frank Piñon at 6:02 p.m. on Tuesday, June 9, 2020 in the City Hall Council Chambers, 845 “G” Street, Reedley, California.

### ROLL CALL

Council Members

Present: Robert Beck, Anita Betancourt, Mary Fast, Ray Soleno,

Absent: Frank Pinon

### CLOSED SESSION

#### 1. GOVERNMENT CODE SECTION 54957.6

Conference with Labor Negotiators

Agency Representatives: City Manager & Assistant City Manager

Employee Organization: Reedley Public Safety Employees Association & General Services Unit.

City Attorney, Scott Cross reported that no action was taken.

### ADJOURNMENT

Mayor Piñon adjourned the regular meeting at 6:03 p.m.

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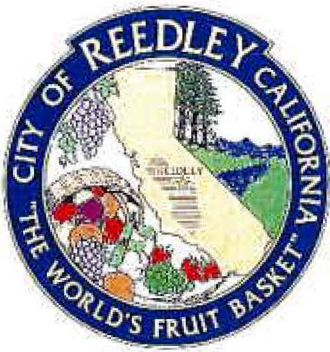
Mayor Piñon

ATTEST:

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Sylvia B. Plata, City Clerk





## **REEDLEY CITY COUNCIL**

- ☒ **Consent**
- ☐ **Regular Item**
- ☐ **Workshop**
- ☐ **Closed Session**
- ☐ **Public Hearing**

ITEM NO: 3

**DATE:** July 28, 2020

**TITLE:** APPROVE AND AUTHORIZE THE CITY MANAGER TO SIGN THE DASH MERCHANT PROCESSING AGREEMENT AND RELATED DOCUMENTS PERTAINING TO THE REGISTRATION SOFTWARE CREDIT CARD TRANSACTIONS

**SUBMITTED:** Sarah Reid  
Community Services Director

**APPROVED:** Nicole R. Zieba  
City Manager

### **RECOMMENDATION**

Approve and authorize the City Manager to sign the Dash Merchant Processing Agreement and related documents pertaining to the registration software credit card transactions.

### **EXECUTIVE SUMMARY**

On June 15, 2020, staff was contacted by a Dash representative to talk about the current merchant processor. Dash will no longer support PayRoc and is offering the new Dash Payments as an option. The new platform is a more sophisticated system that offers contactless payments and accepts chipped credit cards.

Since a change is required, staff researched the possibility of using the same merchant processor as City Hall. While the change can be made, it would be somewhat difficult to accomplish. The transaction process is integrated into the Dash software and not a separate transaction process. The current process is working well and the processing rates are reasonable. The current processing rates charged by PayRoc will be honored with the new Dash Payments. There is no term to this agreement so if staff feels another option should be considered in the future there are no constraints with being allowed to do this.

### **BACKGROUND**

The Community Services Department started using Dash in January of 2018. At that time merchant services were provided by PayRoc. Staff was informed that in the future there would be a change in merchant services as Dash was working on providing its own merchant services platform.

**FISCAL IMPACT**

The new merchant agreement is matching the current processing rates so there is no change to the processing fees.

**PRIOR COUNCIL ACTIONS**

On July 25, 2017 the City Council approved an agreement with Dash Platform to provide registration software for the Community Services Department.

**ATTACHMENT**

Merchant Processing Application and Agreement

# Merchant Processing Application and Agreement

Please review the information below and sign if everything looks right. If you have any questions please contact your representative.

## Setup Information

**Sales Code** EA2286 **Application Platform** North

## Business Details

### Contact Information

**First Name** Sarah **Last Name** Reid  
**Email** Sarah.Reid@reedley.ca.gov **Phone Number** (559) 637-4203

### Business Information

NOTE: Failure to provide accurate information may result in a withholding of merchant funding per IRS regulations. (See Part IV, Section A.4 of your Program Guide for further information.)

**Business Legal Name** City Of Reedley  
**DBA Name** City Of Reedley CSD **Tax Filing Name** City Of Reedley  
**Tax Filing Method** EIN **Tax ID (EIN)** XX-XXX0402  
**Type of Ownership** Government  
**Industry (MCC)** 9399 - Government Services (Not Elsewhere Classified) **Business Description** Dash customer for > 2 years NDX 30% Park Fees (0 days) 30% Drop in Fees (0 days) 35% Class, Camp, Sport Programming (1-15 days) 5% other, events, drop in (0-15 days)  
**Years in Business** More than 5 years **Website** https://reedley.ca.gov/  
**Business Phone** (559) 637-4203

### Business Address

**Street Address 1** 100 North East Avenue  
**City** Reedley **State** California  
**ZIP** 93654 **Country** United States of America

### Business Legal Mailing Address

**Street Address 1** 100 North East Avenue  
**City** Reedley **State** California  
**ZIP** 93654 **Country** United States of America

## Owner Information

### Business Owner Information

Please provide the following information for each individual who owns, directly or indirectly, 25% or more of the equity interest of your business.

**First Name** Sarah **Last Name** Reid  
**Title** COO  
**Ownership Percentage** 0% **Mobile Phone** (559) 637-4203



Email Sarah.Reid@reedley.ca.gov

## Residence Address

Country United States of America

## Banking and Processing

### Deposit and Withdrawal Bank Account

Account Type Business Checking

### Processing Volume

Average Annual Card Volume \$120000.00 / year Average Transaction Amount \$70

### Product / Service Delivery Windows

On average, Products / Services are delivered in 0-7 Days

### Mode of Transaction

In Person 50%

Telephone 0%

Online 50%

**Must total 100%**

## Equipment

### New Orders

PRODUCT NAME	NETWORK	QTY	PRICE	FREQUENCY
CardPointe Gateway (RapidConnect North)	Cardnet	1	-	-

*\* Price does not include tax and shipping & handling.*

## Merchant Services

### Payments Accepted

American Express Opt Blue Discover Full ACQ Mastercard Visa

### Discover

Discover Program Discover Full ACQ

### American Express

Amex Program Amex OptBlue

## Pricing Information

### Pricing

Discount Frequency Monthly Funding Rollup Separate Fees and Deposits

### Interchange Plus

Pass Through Interchange — Includes Dues and Assessments. You will be charged the applicable interchange rate from MasterCard, Visa or Discover, plus a MasterCard Assessment Fee of 0.13%, a Visa Assessment Fee of 0.1%, or a Discover Assessment Fee of 0.13%, plus any other fees indicated on this Service Fee Schedule. (MC Assessment Fee when transaction is equal to \$1,000 or more will be assessed an additional 0.01% per transaction.) American Express Assessment Fee of 0.15%

Passthrough Interchange Costs Gross Interchange

## DEBIT FEE

Visa Qualified	0.5%
MasterCard Qualified	0.5%
Discover Qualified	0.5%
Amex Qualified	0.5%

## CREDIT / NON-PROFIT FEE

### Dues & Assessments

(See Agreement for definitions, warranty requirements, and any additional fees.) All other card association fees are passed thru at cost - NABU, APF, connectivity, & usage.

**Dues & Assessments** Yes

### Authorization & Transaction Fees

FEE	AMOUNT
Authorization Fees (All Card Types)	\$0.09 / Each
ACH Batch Fee	\$0.14 / Each
Voice Authorization Fee	\$0.00 / Each
Address Verification Fee (AVS)	\$0.02 / Each
Transaction Fees (All Card Types)	\$0.00 / Each

### CardPointe and Gateway Fees

FEE	AMOUNT
Setup Fee	\$0.00 (One Time)
CardPointe Monthly Platform Fee	\$18.95 / Monthly
Gateway Transaction Fee	\$0.00 / Each
Gateway Monthly Fee	\$0.00 / Monthly

### TransArmor

FEE	AMOUNT
TransArmor Token and Encrypt Fee	\$0.00 / Monthly

### Clover Fees

FEE	AMOUNT
Clover Go Service Fee, Per MID	\$0.00 / Monthly

## Monthly and Miscellaneous Fees

FEE	AMOUNT
Application Fee	\$0.00 (One Time)
Minimum Processing Fee	\$0.00 / Monthly
DDA Rejects	\$15.00 / Each
Statement Fee	\$0.00 / Monthly
Data Breach Fee	\$0.00 / Monthly
Chargeback Fee	\$15.00 / Each
Retrieval Fee	\$15.00 / Each
Annual Membership Fee	\$0.00 / Annual
Regulatory Product Fee	\$0.00 / Monthly
PCI Non-Compliance Fee	\$0.00 / Monthly
Wireless Fee	\$0.00 / Monthly
Wireless Activation Fee	\$0.00 (One Time)
PCI Annual Fee	\$0.00 / Annual

## Early Termination Fee

The initial term of this Agreement is three years from the date of your approval by our Credit Department (the Initial Term). If you terminate this Agreement before the end of the then current term or otherwise stop processing your transactions with us, you will be charged this Early Termination Fee. After the Initial Term, subject to Part IV, Section A.3, this Agreement shall automatically extend for an additional period of one year each (each an Extended Term).

FEE	AMOUNT
Early Termination Fee	\$0.00

## Client Initials



## Confirmation

### Agreement Approval

**Merchant Acceptance** – Each person signing below agrees to the terms and conditions stated in the front and back of this agreement and certifies that all information provided in the application is true, correct and complete. Client acknowledges and agrees that we, our Affiliates and our third party subcontractors and/or agents may use automatic telephone dialing systems to contact Client at the telephone number(s) Client has provided in this Merchant Processing Application and Agreement and/or may leave a detailed voice message in the event that Client is unable to be reached, even if the number provided is a cellular or wireless number or if Client has previously registered on a Do Not Call list or requested not to be contacted by Client for solicitation purposes. Client hereby consents to receiving commercial electronic mail messages from us, our Affiliates and our third party subcontractors and/or agents from time to time. Each signer authorizes CardConnect LLC and/or the Member Bank or any agent of the Member Bank, to make whatever inquiries CardConnect LLC and/or the Member Bank deem appropriate to investigate, verify, or research references, statements or data, including personal credit reports for the purpose of this application. Merchant understands this agreement shall not take effect until Merchant has been approved by CardConnect LLC and/or the Member Bank and a merchant number is issued.

You further acknowledge and agree that you will not use your merchant account and/or the Services for illegal transactions, for example, those prohibited by the Unlawful Internet Gambling Enforcement Act, 31 U.S.C. Section 5361 et seq, as may be amended from time to time, or processing and acceptance of transactions in certain jurisdictions pursuant to 31 CFR Part 500 et seq. and other laws enforced by the Office of Foreign Assets Control (OFAC).

**Client certifies, under penalties of perjury, that the federal taxpayer identification number and corresponding filing name provided herein are correct.**

### Sign Your Agreement

Signature

Date

CardConnect LLC

Application Approved By:

Signature

Title

Date

2020-06-17

Wells Fargo Bank N.A. (a member of Visa USA, Inc. and MasterCard International, Inc.)

Application Approved By:

Signature

### Processor Information

Name

CardConnect LLC

Address

1000 Continental Drive, Suite 300, King of Prussia PA, 19406

URL

[www.cardconnect.com](http://www.cardconnect.com)

Customer Service (Phone)

1-877-828-0720



## **REEDLEY CITY COUNCIL**

- ☒ Consent
- ☐ Regular Item
- ☐ Workshop
- ☐ Closed Session
- ☐ Public Hearing

ITEM NO: 4

**DATE:** July 28, 2020

**TITLE:** APPROVE AND AUTHORIZE THE CITY MANAGER TO SIGN THE LICENSED TRAINING PROVIDER AGREEMENT WITH THE AMERICAN RED CROSS.

**SUBMITTED:** Sarah Reid, Community Services Director

**APPROVED:** Nicole R. Zieba, City Manager

### **RECOMMENDATION**

Approve and authorize the City Manager to sign the Licensed Training Provider Agreement with the American Red Cross.

### **EXECUTIVE SUMMARY**

At the present time, there are three City Employees who are certified to teach CPR and First Aid courses. However, classes have been offered for the past twelve years. While the American Red Cross was auditing the service provider files, it was discovered there was no agreement with the City of Reedley.

The agreement covers use of the American Red Cross name, teaching materials, fees and invoicing and service providers responsibilities. The agreement does not change the current process the City has in place related to certification courses. But for the City of Reedley to continue offering the courses there must be an agreement on file.

### **BACKGROUND**

In 2008, employees with the City of Reedley received the training to offer CPR and First Aid courses through the American Red Cross. Since that time classes have been offered to City Employees, public classes at the Community Center and to local businesses.

### **FISCAL IMPACT**

No Fiscal Impact.

### **ATTACHMENTS**

Licensed Training Provider Agreement with the American Red Cross





## Licensed Training Provider Agreement

This **Licensed Training Provider Agreement** ("Agreement") is by and between The American National Red Cross ("Red Cross") and City of Reedley (the "LTP") (each a "Party" and together the "Parties"), effective as of the last date of signature set forth below ("Effective Date"), for the purpose of licensing Red Cross training materials and curriculum to LTP in order to permit individuals who are (i) either employees or volunteers of LTP, and (ii) are also Red Cross-certified instructors in good standing ("Instructors"), to deliver instruction in the Red Cross training courses that are included within the product package(s) listed in Appendix B ("Courses") at the locations designated in Appendix C.

### 1. LTP Responsibilities. LTP will:

- 1.1. Teach Courses using only Red Cross-approved instructional materials and other copyrighted and proprietary educational content as Red Cross may provide from time to time to licensed training providers of Course instruction ("Course Materials"), using only Instructors who possess current, appropriate Red Cross instructor certification for each such Course, and in compliance with the most current Red Cross Training Provider Resource Guide ("Guide"), policies and procedures (collectively, the "Policies")
- 1.2. Before commencing instruction activities under this Agreement, provide Red Cross with a list of all Instructors who will teach Courses on behalf of LTP.
- 1.3. Notify Red Cross within ten (10) business days of any additions to or deletions from LTP's list of Instructors who will teach Courses on behalf of LTP.
- 1.4. Only sponsor, promote, and teach Courses and otherwise perform under this Agreement within the United States of America and its territories ("U.S."), as the Red Cross is only permitted to solicit, deliver services and provide program support within the U.S.
- 1.5. Permit Red Cross to enter upon LTP's premises and perform random observations of LTP's Courses.
- 1.6. Enter accurate and complete records for each completed Course ("Course Records"), along with all other requested information, into the Red Cross's Learning Management System or any similar, successor system ("LMS") within ten (10) calendar days of each completed scheduling instance of a Course (each such instance hereinafter referred to as a "Class"), and comply with all terms and conditions of the LMS during such use.
- 1.7. Only issue Course completion certificates, using Red Cross-approved systems and forms, to students who have successfully completed a Course that has been administered in compliance with this Agreement (it being understood that Red Cross may invalidate any Course completion certification not issued in conformity with this section 1.7).
- 1.8. Pay all fees payable under this Agreement when due, in accordance with section 5 below.
- 1.9. Obtain and maintain adequate insurance to cover its performance, and the performance of its employees, volunteers, and contractors, under this Agreement, as Red Cross insurance does not extend to LTP or its Instructors.

### 2. License to Course Materials; Access to Red Cross LMS and CPS.

- 2.1. Red Cross is the owner of Course Materials. Subject to the terms and conditions of this Agreement, Red Cross hereby grants LTP a limited, non-exclusive, non-transferrable, and non-sublicensable license to publicly display and perform, Course Materials solely for the purpose of conducting Courses authorized under this Agreement. LTP may not revise, edit or create derivative works of Course Materials, in whole or in part.





- 2.2. Course Materials will be made available to LTP by digital download or other means as determined by Red Cross. LTP shall only obtain Course Materials for Courses that LTP is authorized to provide, and only through distribution means either authorized or directed by Red Cross.
- 2.3. Red Cross will provide LTP with access to the LMS and an authorized means of digitally downloading and printing Course completion certificates in a form determined by Red Cross. LTP has no right or authorization to design or create its own Course completion certificates.
- 2.4. LTP shall use reasonable efforts to protect the Course Materials from use not permitted under this Agreement. This Agreement does not constitute a transfer of ownership rights in the Course Materials. LTP shall not use facts and information from the Course Materials to create its own courses and course materials.
- 2.5. LTP may, from time to time, at its election, participate in Red Cross's Class Posting Service ("CPS"). Using the CPS, licensed training providers of Red Cross may advertise the availability of courses to prospective students on Red Cross's on-line store, for additional fees. LTP agrees that its participation in the CPS will be governed by the terms and conditions contained in Red Cross's CPS User Guide, as the same may be amended from time to time. Red Cross may suspend or terminate the CPS with respect to all licensed training providers, including LTP, at any time or from time to time, in its sole discretion.

### 3. Use of Names and Marks.

- 3.1. Red Cross grants LTP the limited, non-exclusive, non-transferable and non-assignable license in the U.S. to use the name and logo of the Red Cross in the format set forth in the Guide (the "Authorized Mark") solely to promote that LTP is an authorized provider of the Courses, and subject to all restrictions herein this Agreement and the Policies.
- 3.2. Except as expressly provided in this Agreement, neither Party may use the other Party's name(s), logos trademarks or other intellectual property in marketing materials, press releases, presentations other than Courses, or otherwise without the advance written consent of the other Party, which consent may be granted or withheld in the other Party's sole discretion.
- 3.3. LTP shall not state or imply that that Red Cross sponsors or endorses LTP's business, products or services generally, or that any other training courses and services other than the Courses, are owned or endorsed by or otherwise associated or affiliated with Red Cross.
- 3.4. LTP shall not (i) create a compound mark with the Authorized Mark or (ii) use the Authorized Mark with any other design, slogan or trademark when such combination would tend to cause confusion as to source or affiliation.
- 3.5. LTP shall not in any instance, use a Greek red cross design in association with its business, goods and/or services.

### 4. Term and Termination.

- 4.1 This Agreement will be effective as of the Effective Date listed above and ends on the day before the thirty-six (36) month anniversary thereof, unless earlier terminated as provided below.
- 4.2 Red Cross may immediately terminate this Agreement if LTP breaches this Agreement. Red Cross may also terminate this Agreement if LTP breaches the terms of the CPS.
- 4.3 Either Party may terminate this Agreement with advance written notice to the other Party of at least thirty (30) days.
- 4.4 Notwithstanding expiration or any termination of this Agreement, the provisions of this Agreement will continue to govern with respect to any amounts payable to Red Cross for Courses completed prior to such expiration or termination. The Parties' obligations under section 7 below will also survive expiration or any termination of this Agreement.



## 5. Fees and Invoicing.

- 5.1 LTP will remit payment by credit card upon entry of Course Records into LMS; or will be invoiced, if approved. All fees for CPS are non-refundable and will be paid by credit card at the time LTP submits the Class for posting.
- 5.2 For each Class enrollee, LTP will be charged the per student fee that is applicable to that Course. Courses are included within the product package(s) listed on Appendix B. Fees for Courses are set forth in the price list attached to Appendix B.
- 5.3 Red Cross may approve or deny LTP's request to be invoiced at Red Cross's sole discretion. Invoices will be sent via postal mail, may be issued up to four (4) times per month, and will include all transactions submitted in that billing period. Payment in full is due thirty (30) days from the date of each invoice. Past due amounts will be subject to collections actions and may be referred to an external collections agency. In such an event, Red Cross will be entitled to all costs of collection including interest, reasonable attorney's fees and litigation expenses, and collection agency fees and expenses. LTPs with high credit risk or late payments may also result in the suspension or termination of LTP's invoicing privileges at Red Cross's sole discretion. Credit card payment upon submission of Course Records will be required if invoicing privileges are suspended or terminated, and such payment will be a condition to Red Cross's issuance of Course completion certificates from and after such suspension or termination.
- 5.4 If approved for invoicing, LTP may elect to have invoices delivered electronically to one (1) email address. LTP will provide Red Cross a single valid email address for electronic invoice delivery. LTP will receive a link in the email to a PDF copy of the invoice, which link will expire after thirty (30) days. LTP understands that LTP will not receive an invoice via postal mail after enrollment in electronic invoice delivery.
- 5.5 If LTP desires that invoices issued by Red Cross reflect LTP-issued purchase order numbers, then any such purchase order must be received by Red Cross at least ten (10) business days prior to the Class date; it being understood that under no circumstance will the absence of a LTP-issued purchase order number on any invoice excuse LTP's timely payment of that invoice.
- 5.6 To pay an invoice by credit card or to establish ACH payments, call 888-284-0607. To pay an invoice by check, include the remittance advice showing the LTP account name, customer number and invoice number, and send to:

American Red Cross - Training Services  
25688 Network Place  
Chicago, IL 60673-1256

- 5.7 If LTP desires that Red Cross use LTP's vendor payment portal, Red Cross will not be obligated to pay LTP or any third party any fee or expense for such use, regardless of any provision to the contrary in such portal's terms of use. LTP will, on demand, promptly reimburse Red Cross for any such fee or expense.
- 5.8 If LTP has account balance or invoice questions or concerns, immediately upon receipt of invoice, LTP may email [billing@redcross.org](mailto:billing@redcross.org) or call 888-284-0607 to report and resolve the inquiry.
- 5.9 At least annually, Red Cross will review its national Course price list, and may increase its prices for Courses. Red Cross will notify LTP of any such increase. Such notice (which Red Cross may send to LTP's contact for notices or contact for billing in Appendix A) will specify the date on which the increase will take effect under this Agreement. That date will be at least thirty (30) days after the date of such notice. As of that effective date, prices under this Agreement will automatically be modified to reflect such increase without need for the Parties to take any other action, including (without limitation) the execution of any separate modification of, or amendment to this Agreement.





5.10 If the Red Cross determines that any course offered by the LTP and/or its Instructors is not taught in accordance with Red Cross Policies, the LTP will be responsible for any costs associated with the re-training of course participants. Red Cross, at its sole discretion, will determine the appropriate party to conduct the re-training, which may include the LTP or any Red Cross employee, volunteer, or third-party licensed training provider.

**6. Notices.** Each Party's contacts for notices and billing under this Agreement is listed on Appendix A.

**7. Confidentiality.** Except as required by applicable law or otherwise provided herein, each Party will maintain the confidentiality of all provisions of this Agreement or other confidential information, documents and materials received for the purposes of this Agreement.

**8. Intellectual Property.**

8.1 Red Cross reserves all rights not expressly granted herein, in its registered and common law trademarks, service marks, names, emblems, logos and designs including without limitation, the Authorized Mark (the "Red Cross Marks"), and in the Course Materials in whole or in part (collectively the "Red Cross IP").

8.2 LTP acknowledges and agrees that the Red Cross IP is and shall remain the property of Red Cross, and that the license granted under this Agreement does not constitute a transfer to LTP of any ownership rights in the Red Cross IP. Further, the Parties agree and acknowledge that LTP's use of the Red Cross IP shall inure solely to the benefit of Red Cross.

8.3 LTP shall not commit, or cause any third party to commit, any act challenging, contesting or in any way impairing or attempting to impair Red Cross's right, title and interest in and to the Red Cross IP, including seeking registration of the Red Cross IP in whole or in part, or of any confusingly similar trademark or service mark anywhere in the world or incorporating LTP's business under the Red Cross Marks or any aspect of the Red Cross Marks or any name confusingly similar to the Red Cross Marks.

8.4 Upon the expiration or termination of this Agreement, all rights in the Red Cross IP herein granted to LTP immediately expire, and LTP will immediately cease all use of the Red Cross IP.

**9. Miscellaneous.**

9.1 Severability. In the event any provision of this Agreement is held invalid, illegal or unenforceable (any such provision, an "Invalid Provision") in any jurisdiction, the Red Cross and the LTP shall promptly negotiate in good faith a lawful, valid and enforceable provision that is as similar in terms to such Invalid Provision as may be possible while giving effect to the future benefits and burdens accruing to the Parties hereunder. But, in no way will the Invalid Provision affect the validity or enforceability of any other portion or provision of this Agreement, regardless of the ability of the Parties to negotiate a new provision.

9.2 Independent Contractors. Each Party is an independent contractor with respect to the other, and nothing herein shall create any association, partnership, franchise, or joint venture between the Parties or an employer-employee relationship. No agent, employee or servant of any Party shall be, or shall be deemed to be, the employee, agent or servant of the other Party, and each Party shall be solely and entirely responsible for its acts and the acts of its agents, employees and servants.

9.3 Assignment. Neither Party's rights under this Agreement may be assigned, or its obligations delegated, in whole or in part, without the prior written consent of the other Party. Any attempted assignment or delegation in violation of the foregoing will be null and void.





**American  
Red Cross**

Training Services  
Licensed Training Provider Agreement

9.4 Governing Law. The Agreement is governed by the laws of the District of Columbia, without giving effect to its choice or conflict of law rules.

**10. Entire Agreement; Modifications and Waivers.** This Agreement constitutes the entire agreement between the Parties and supersedes all prior agreements, understandings and representations, both written and oral, between the Parties with respect to the subject matter of this Agreement. Amendments, addenda and waivers to this Agreement will be effective only if made, in each case, by a non-preprinted document clearly understood by both Parties to be an amendment, addendum or waiver, as the case may be. Any additional or different terms or conditions contained in any purchase order, confirmation, receipt, invoice, click-through agreement, or similar documents will not be binding on either Party, whether or not such terms and conditions would materially alter this Agreement (and even if the receiving Party has signed or otherwise acknowledged such purchase order, confirmation, receipt, invoice, click-through agreement or similar document), and each Party hereby rejects all such additional or different terms and conditions.

The Parties, acting through their duly authorized officers, have executed this Agreement, which shall come into force as of the Effective Date. Execution of this Agreement confirms LTP's receipt of the Training Provider Resource Guide, which may be updated from time to time.

LTP Name: City of Reedley	<b>The American National Red Cross</b>
LTP Signature:	Red Cross Signature <small>DocuSigned by:</small> <i>Michael Pitkin</i>
Name: Nicole R. Zieba	Name: Michael Pitkin
Title:	Title: Strategic Account Executive
Date:	Date: 6/17/2020



**American  
Red Cross**

Training Services  
Licensed Training Provider Agreement

## Licensed Training Provider Agreement Appendix A – Contact Information

### Licensed Training Provider (LTP) Information

LTP: City of Reedley

LTP Address: 100 N East Ave

Reedley

CA

93654

LTP Fax:

LTP Account Number: 05112RCC

LTP Contact: Sarah Reid

LTP Contact Email: [sarah.reid@reedley.ca.gov](mailto:sarah.reid@reedley.ca.gov)

LTP Contact Phone: (559) 637-4203

Extension:

**(NOTE: All Billing Contact information MUST be completed for a specific individual; not a system/generic email)**

LTP Billing Contact Name: Sarah Reid

LTP Billing Contact Phone: (559) 637-4203

Extension:

LTP Billing Contact Email: [sarah.reid@reedley.ca.gov](mailto:sarah.reid@reedley.ca.gov)

LTP Billing Address: 100 N East Ave

Reedley

CA

93654

LTP DUNS Number:

Email for Invoice Delivery (if electing electronic invoice delivery):

Notices to be delivered to LTP Contact, above.

### Red Cross Strategic Account Executive

Name: Michael Pitkin

Phone: (669) 242-0270

Ext.:

Email: [michael.pitkin@redcross.org](mailto:michael.pitkin@redcross.org)

Legal Notice to be delivered to your Red Cross Strategic Account Executive with a copy to The American National Red Cross, Office of the General Counsel at 431 18<sup>TH</sup> Street NW, Washington, DC 20006.

**Appendix B – Product Packages and Price List**

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**Product Packages(s)**

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**AP/LTP-Bloodborne Pathogens****AP/LTP-CPR/AED for the Prof Rescuer****AP/LTP-FA/CPR/AED****AP/LTP-Spanish FA/CPR/AED****AP/LTP-Wilderness and Remote FA****AP/LTP-Aquatics Other****AP/LTP-Learn to Swim****AP/LTP-Lifeguarding**

Additional Product Packages can be added as needed. Please contact your Red Cross representative as listed on Appendix A.

**Equipment and Materials**

Training equipment, materials and other supplies may be purchased through your Red Cross representative as listed on Appendix A, or [www.RedCrossStore.org](http://www.RedCrossStore.org).

**Method of Payment****Preferred Payment Type****Credit/Debit Card**





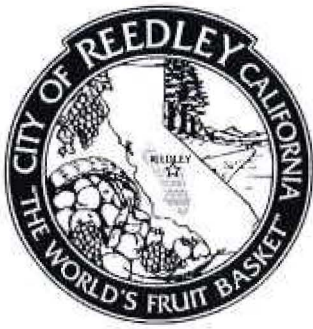
## Appendix C – Entities/Locations Covered by Agreement

Please provide information regarding any additional entities/locations covered by this Agreement, if applicable.

☒ All Domestic Locations (additional legal entity names must be listed)

☐ Entities/locations listed below

Affiliated Entity/Location Name and Contact Information	Relationship to Signatory Entity	Affiliated Entity Account Number
<b>Example:</b> <b>Name:</b> ABC Mid Atlantic <b>Address:</b> 2025 E ST NW <b>Washington, DC 20006</b> <b>Contact:</b> Sally Safety <b>Email:</b> <a href="mailto:sally.safety@abc.com">sally.safety@abc.com</a> <b>Phone:</b> 800-555-1212	<b>Regional Distribution Center</b>	<b>ABC1231542</b>
<b>Name:</b> <b>Address:</b> <b>Contact:</b> <b>Email:</b> <b>Phone:</b>	<b>Relationship:</b>	<b>Account Number:</b>
<b>Name:</b> <b>Address:</b> <b>Contact:</b> <b>Email:</b> <b>Phone:</b>	<b>Relationship:</b>	<b>Account Number:</b>
<b>Name:</b> <b>Address:</b> <b>Contact:</b> <b>Email:</b> <b>Phone:</b>	<b>Relationship:</b>	<b>Account Number:</b>
<b>Name:</b> <b>Address:</b> <b>Contact:</b> <b>Email:</b> <b>Phone:</b>	<b>Relationship:</b>	<b>Account Number:</b>




## **REEDLEY CITY COUNCIL**


- ☒ Consent
- ☐ Regular Item
- ☐ Workshop
- ☐ Closed Session
- ☐ Public Hearing

ITEM NO: 5

**DATE:** July 28, 2020

**TITLE:** ADOPT RESOLUTION NO. 2020-064 APPROVING AND ACCEPTING THE FISCAL YEAR 2020-2021 CLAIMS FOR MEASURE C LOCAL TRANSPORTATION FUNDS FROM THE FRESNO COUNTY TRANSPORTATION AUTHORITY

**SUBMITTED:** Marilu S. Morales, P.E.   
City Engineer

**APPROVED:** Nicole R. Zieba   
City Manager

### **RECOMMENDATION**

Staff recommends that the City Council adopt Resolution No. 2020-064 approving and accepting the City of Reedley annual claims for Measure C Extension Local Agency Pass-Through Transportation Funds for Fiscal Year (FY) 2020-2021 and authorizing the City Engineer to sign and submit each subprogram claim to the Fresno County Transportation Authority.

### **EXECUTIVE SUMMARY**

At its June 3, 2020, board meeting the Fresno County Transportation Authority (FCTA) approved the City of Reedley apportionment for the FY 2020-2021 Measure C Extension anticipated revenues as shown in the attached certification and claim forms for each of the eligible subprograms under the Measure C Extension.

The City of Reedley's apportionment for FY 2020-2021 is \$626,704 based upon a formula calculation using the City's 2020 population estimates per the California Department of Finance and the 2018 road miles per Caltrans Maintained Public Road Data Report. Distributions of the FY 2020-2021 Measure C Extension funds collected by FCTA will be made to the City in monthly payments based on the percentage set forth on the form for each subprogram. The City will use funds from the street maintenance, flexible funding, pedestrian/trail and bicycle facility programs as matching funds for various projects. The street maintenance funds will also be used by the City to perform various maintenance projects including slurry seals, overlays, etc.

Also, in accordance with this claim, the City is certifying that these funds will not be used to substitute for property tax funds and that generally acceptable accounting principles will be followed to manage and spend these funds on eligible transportation projects and programs. Furthermore, with the acceptance of this claim, the City commits to submit the prior fiscal years Measure C Extension expenditures, FY 2019-2020, to the Fresno County Transportation Authority no later than November 15, 2020.

### **FISCAL IMPACT**

The City's allocation for FY 2020-2021 is an estimated \$626,704. These funds will be allocated to the City of Reedley per the following listed subprograms:

Street Maintenance	\$ 277,956
ADA Compliance	\$ 9,728
Flexible Funding	\$ 268,228
Pedestrian/Trail Rural	\$ 56,333
Bicycle Facilities	\$ 14,460

## **ATTACHMENTS**

1. Resolution No. 2020-064
2. Local Transportation Program Certifications and Claim Forms
  - a. Street Maintenance Subprogram
  - b. ADA Compliance Subprogram
  - c. Flexible Funding Subprogram
  - d. Pedestrian/Trail Rural Subprogram
  - e. Bicycle Facilities Subprogram
3. FCTA Resolution and Apportionment Calculations



**RESOLUTION NO. 2020-064**

**A RESOLUTION OF THE CITY COUNCIL OF THE CITY OF REEDLEY APPROVING AND  
ACCEPTING THE FISCAL YEAR 2020-2021 CLAIMS FOR MEASURE C LOCAL  
TRANSPORTATION FUNDS FROM THE FRESNO COUNTY TRANSPORTATION  
AUTHORITY**

**WHEREAS**, the City Council of the City of Reedley has received information and a staff report from the City Engineer regarding the Measure C Extension Local Transportation Program Funds; and

**WHEREAS**, The Fresno County Transportation Authority is the administrator of the Retail Transactions and Use Tax (1/2 percent) Funds collected pursuant to the Fresno County Transportation Improvement Act as provided by Part 1.6 (commencing with Section 7251) of Division 2 of the Revenue and Taxation Code and Public Utilities Code Sections 142000, et seq.; and

**WHEREAS**, California Public Utilities Code Section 142257 provides that the 2006 Measure C Extension Expenditure Plan, which was approved prior to and provided the basis for the ballot measure considered by the voters at the November 7, 2006 election, shall specify the amount and the formula by which the retail transactions and use tax shall be allocated to each city and the County for Local Transportation Purposes determined to be priority projects by local governments to which funds are allocated; and

**WHEREAS**, the 2006 Measure C Extension Expenditure Plan creates a number of transportation programs to be funded by participating jurisdictions with Measure C funds passed-through from the Authority to the City of Reedley when submitting eligible project claims; and

**WHEREAS**, the City of Reedley's 2020 population was determined at 25,917 per the California Department of Finance; and

**WHEREAS**, the City of Reedley is not exempt from restricting a portion of its FY 2020-2021 allocation solely for the use of Pedestrian/Trail and Bicycle Facilities Subprograms based on the 25,000 population threshold; and

**WHEREAS**, the City of Reedley intends to complete and submit the reporting requirements for the prior fiscal years Measure C Extension expenditures no later than November 15, 2020; and

**WHEREAS**, the City of Reedley certifies that these funds will not be used to substitute for property tax funds and that generally accepted accounting principles will be followed to assure this and to identify the projects for which the funds are spent; and

**WHEREAS**, the City of Reedley's allocation based on population and road miles is represented as \$626,704 or 2.23% of the expected Measure C sales tax revenues for FY 2020-2021; and

**WHEREAS**, the City of Reedley has been apportioned the amounts indicated for each of the subprograms below:

- |                       |                |
|-----------------------|----------------|
| 1. Street Maintenance | \$ 277,956     |
| 2. ADA Compliance     | \$ 9,728       |
| 3. Flexible Funding   | \$ 268,228     |
| 4. Pedestrian/Trail   | \$ 56,333      |
| 5. Bicycle Facilities | \$ 14,460; and |

**WHEREAS**, the City of Reedley anticipates receipt of said subprogram amounts upon proper submittal of the certification and claims forms; and

**WHEREAS**, the City Council on July 28, 2020 at a public meeting received a written staff report, invited public comment, and independently deliberated; and

**NOW, THEREFORE, BE IT RESOLVED**, that the City Council of the City of Reedley, using their independent judgment, hereby approves and accepts the apportionments for each of the five subprograms listed above based on the following:

1. The above recitals are true and correct.
2. The City Council finds that the Measure C allocations will provide a benefit to the surface transportation system of the City.
3. The City Council authorizes the City Engineer to sign the claim forms on behalf of the City.
4. This resolution is effective immediately upon adoption.

This foregoing resolution is hereby approved and adopted at a regular meeting of the City Council of the City of Reedley held on 28<sup>th</sup> day of July, 2020, by the following vote:

AYES:

NOES:

ABSTAIN:

ABSENT:

ATTEST:

\_\_\_\_\_  
Frank Piñon, Mayor

\_\_\_\_\_  
Sylvia B. Plata, City Clerk

**MEASURE C EXTENSION  
LOCAL TRANSPORTATION PASS THROUGH REVENUES  
CERTIFICATION AND CLAIM FOR FY2020-21**

TO: Fresno County Transportation Authority

FROM: City of Reedley  
*Local Agency Name*

Address: 845 G Street, Reedley, CA 93654

Contact: Lori Oken, Finance Director

Telephone: (559) 637-4200 FAX: (559) 637-2257

Email Address: lori.oken@reedley.ca.gov

**1. Applicable Funding Program: (Check One)**

*Regional Public Transit Program*

- ☐ Fresno Area Express
- ☐ Clovis Transit
- ☐ FCRTA
- ☐ PTIS/Transit Consolidation
- ☐ ADA/Seniors/Paratransit
- ☐ Farmworker Van Pools
- ☐ Car/Van Pools
- ☐ New Technology Reserve

*Local Transportation Program*

- ☒ Street Maintenance
- ☐ ADA Compliance
- ☐ Flexible Funding
- ☐ Pedestrian/Trails Urban
- ☐ Pedestrian/Trails Rural
- ☐ Bicycle Facilities
- Regional Transportation Program*
- ☐ Fresno Airports

*Alternative Transportation Program*

- ☐ Rail Consolidation Subprogram
- Environmental Enhancement Program*
- ☐ School Bus Replacement
- ☐ Transit Oriented Infrastructure for In-Fill
- Administrative/Planning Program*
- ☐ Fresno COG

2. The City of Reedley ("claimant") is an eligible claimant of funds for local transportation purposes pursuant to  
*Local Agency Name*  
California Public Utilities Code Section 142257.

3. The Fresno County Transportation Authority has adopted a Resolution of Apportionment for Fiscal Year 2020-2021 setting 2.53% of \$11,007,248 (or \$277,956) for the Subprogram or Category of funds checked above and available to the claimant. On behalf of claimant, I hereby request release of the funds to claimant in accordance with:

- (a) Monthly payments consistent with adopted percentage, based on actual receipts
- (b) Compliance with Steps A and B of the Strategic Implementation Plan (SIP) – Local Agency Pass-Through Funding programs and Other Revenue Program Funding

4. On behalf of claimant, I hereby certify as follows:

- (a) That the Subprogram or Category of funds checked above are not being used to substitute for property tax funds which claimant had previously used for local transportation purposes. Such substitution of property tax funds is prohibited by California Public Utilities Code Section 142257.
- (b) That claimant has segregated property tax revenues from claimant's other general fund revenues used to support the Subprogram or Category of funds checked above so that verification of non-substitution can be proved through audit or that the non-substitution of funds shall apply to claimant's entire general fund.
- (c) That claimant shall account for Subprogram or Category of funds checked above and received pursuant to Public Utilities Code Section 142257. Claimant shall maintain current records in accordance with generally accepted accounting principles and shall separately record expenditures for each type of eligible purpose. Claimant shall make such records available to the Authority for inspection or audit at any time.

5. Claimant understands that should financial or compliance audit exceptions be found, the Fresno County Transportation Authority will take immediate steps to resolve the exceptions in accordance with its adopted procedures.

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

Title: City Engineer

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

ATTACHMENT: Evidence of Formal Action for Approval and Submittal

Approved by: Fresno County Transportation Authority Board on: \_\_\_\_\_



**MEASURE C EXTENSION  
LOCAL TRANSPORTATION PASS THROUGH REVENUES  
CERTIFICATION AND CLAIM FOR FY2020-21**

TO: Fresno County Transportation Authority

FROM: City of Reedley  
*Local Agency Name*

Address: 845 G Street, Reedley, CA 93654

Contact: Lori Oken, Finance Director

Telephone: (559) 637-4200 FAX: (559) 637-2257

Email Address: lori.oken@reedley.ca.gov

**1. Applicable Funding Program: (Check One)**

*Regional Public Transit Program*

- ☐ Fresno Area Express
- ☐ Clovis Transit
- ☐ FCRTA
- ☐ PTIS/Transit Consolidation
- ☐ ADA/Seniors/Paratransit
- ☐ Farmworker Van Pools
- ☐ Car/Van Pools
- ☐ New Technology Reserve

*Local Transportation Program*

- ☐ Street Maintenance
- ☒ ADA Compliance
- ☐ Flexible Funding
- ☐ Pedestrian/Trails Urban
- ☐ Pedestrian/Trails Rural
- ☐ Bicycle Facilities
- Regional Transportation Program*
- ☐ Fresno Airports

*Alternative Transportation Program*

- ☐ Rail Consolidation Subprogram
- Environmental Enhancement Program*
- ☐ School Bus Replacement
- ☐ Transit Oriented Infrastructure for In-Fill
- Administrative/Planning Program*
- ☐ Fresno COG

2. The City of Reedley ("claimant") is an eligible claimant of funds for local transportation purposes pursuant to  
*Local Agency Name*  
California Public Utilities Code Section 142257.

3. The Fresno County Transportation Authority has adopted a Resolution of Apportionment for Fiscal Year 2020-2021 setting 2.55% of \$382,235 (or \$9,728) for the Subprogram or Category of funds checked above and available to the claimant. On behalf of claimant, I hereby request release of the funds to claimant in accordance with:

- (a) Monthly payments consistent with adopted percentage, based on actual receipts
- (b) Compliance with Steps A and B of the Strategic Implementation Plan (SIP) – Local Agency Pass-Through Funding programs and Other Revenue Program Funding

4. On behalf of claimant, I hereby certify as follows:

- (a) That the Subprogram or Category of funds checked above are not being used to substitute for property tax funds which claimant had previously used for local transportation purposes. Such substitution of property tax funds is prohibited by California Public Utilities Code Section 142257.
- (b) That claimant has segregated property tax revenues from claimant's other general fund revenues used to support the Subprogram or Category of funds checked above so that verification of non-substitution can be proved through audit or that the non-substitution of funds shall apply to claimant's entire general fund.
- (c) That claimant shall account for Subprogram or Category of funds checked above and received pursuant to Public Utilities Code Section 142257. Claimant shall maintain current records in accordance with generally accepted accounting principles and shall separately record expenditures for each type of eligible purpose. Claimant shall make such records available to the Authority for inspection or audit at any time.

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

Title: City Engineer

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

ATTACHMENT: Evidence of Formal Action for Approval and Submittal

Approved by: Fresno County Transportation Authority Board on: \_\_\_\_\_

**MEASURE C EXTENSION  
LOCAL TRANSPORTATION PASS THROUGH REVENUES  
CERTIFICATION AND CLAIM FOR FY2020-21**

TO: Fresno County Transportation Authority

FROM: City of Reedley  
*Local Agency Name*

Address: 845 G Street, Reedley, CA 93654

Contact: Lori Oken, Finance Director

Telephone: (559) 637-4200 FAX: (559) 637-2257

Email Address: lori.oken@reedley.ca.gov

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- ☐ FCRTA
- ☐ PTIS/Transit Consolidation
- ☐ ADA/Seniors/Paratransit
- ☐ Farmworker Van Pools
- ☐ Car/Van Pools
- ☐ New Technology Reserve

*Local Transportation Program*

- ☐ Street Maintenance
- ☐ ADA Compliance
- ☒ Flexible Funding
- ☐ Pedestrian/Trails Urban
- ☐ Pedestrian/Trails Rural
- ☐ Bicycle Facilities
- Regional Transportation Program*
- ☐ Fresno Airports

*Alternative Transportation Program*

- ☐ Rail Consolidation Subprogram
- Environmental Enhancement Program*
- ☐ School Bus Replacement
- ☐ Transit Oriented Infrastructure for In-Fill
- Administrative/Planning Program*
- ☐ Fresno COG

2. The City of Reedley ("claimant") is an eligible claimant of funds for local transportation purposes pursuant to  
*Local Agency Name*  
California Public Utilities Code Section 142257.

3. The Fresno County Transportation Authority has adopted a Resolution of Apportionment for Fiscal Year 2020-2021 setting 2.44% of \$10,990,932 (or \$268,228) for the Subprogram or Category of funds checked above and available to the claimant. On behalf of claimant, I hereby request release of the funds to claimant in accordance with:

- (a) Monthly payments consistent with adopted percentage, based on actual receipts
- (b) Compliance with Steps A and B of the Strategic Implementation Plan (SIP) – Local Agency Pass-Through Funding programs and Other Revenue Program Funding

4. On behalf of claimant, I hereby certify as follows:

- (a) That the Subprogram or Category of funds checked above are not being used to substitute for property tax funds which claimant had previously used for local transportation purposes. Such substitution of property tax funds is prohibited by California Public Utilities Code Section 142257.
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Authorized Signature: \_\_\_\_\_

Title: City Engineer

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

ATTACHMENT: Evidence of Formal Action for Approval and Submittal

Approved by: Fresno County Transportation Authority Board on: \_\_\_\_\_



**MEASURE C EXTENSION  
LOCAL TRANSPORTATION PASS THROUGH REVENUES  
CERTIFICATION AND CLAIM FOR FY2020-21**

TO: Fresno County Transportation Authority

FROM: City of Reedley  
*Local Agency Name*

Address: 845 G Street, Reedley, CA 93654

Contact: Lori Oken, Finance Director

Telephone: (559) 637-4200 FAX: (559) 637-2257

Email Address: lori.oken@reedley.ca.gov

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- ☐ Clovis Transit
- ☐ FCRTA
- ☐ PTIS/Transit Consolidation
- ☐ ADA/Seniors/Paratransit
- ☐ Farmworker Van Pools
- ☐ Car/Van Pools
- ☐ New Technology Reserve

*Local Transportation Program*

- ☐ Street Maintenance
- ☐ ADA Compliance
- ☐ Flexible Funding
- ☐ Pedestrian/Trails Urban
- ☒ Pedestrian/Trails Rural
- ☐ Bicycle Facilities
- Regional Transportation Program*
- ☐ Fresno Airports

*Alternative Transportation Program*

- ☐ Rail Consolidation Subprogram
- Environmental Enhancement Program*
- ☐ School Bus Replacement
- ☐ Transit Oriented Infrastructure for In-Fill
- Administrative/Planning Program*
- ☐ Fresno COG

2. The City of Reedley ("claimant") is an eligible claimant of funds for local transportation purposes pursuant to  
*Local Agency Name*  
California Public Utilities Code Section 142257.

3. The Fresno County Transportation Authority has adopted a Resolution of Apportionment for Fiscal Year 2020-2021 setting 14.38% of \$5391,756 (or \$56,333) for the Subprogram or Category of funds checked above and available to the claimant. On behalf of claimant, I hereby request release of the funds to claimant in accordance with:

- (a) Monthly payments consistent with adopted percentage, based on actual receipts
- (b) Compliance with Steps A and B of the Strategic Implementation Plan (SIP) – Local Agency Pass-Through Funding programs and Other Revenue Program Funding

4. On behalf of claimant, I hereby certify as follows:

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

Title: City Engineer

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

ATTACHMENT: Evidence of Formal Action for Approval and Submittal

Approved by: Fresno County Transportation Authority Board on: \_\_\_\_\_



**MEASURE C EXTENSION  
LOCAL TRANSPORTATION PASS THROUGH REVENUES  
CERTIFICATION AND CLAIM FOR FY2020-21**

TO: Fresno County Transportation Authority

FROM: City of Reedley  
*Local Agency Name*

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Contact: Lori Oken, Finance Director

Telephone: (559) 637-4200 FAX: (559) 637-2257

Email Address: lori.oken@reedley.ca.gov

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- ☐ Clovis Transit
- ☐ FCRTA
- ☐ PTIS/Transit Consolidation
- ☐ ADA/Seniors/Paratransit
- ☐ Farmworker Van Pools
- ☐ Car/Van Pools
- ☐ New Technology Reserve

*Local Transportation Program*

- ☐ Street Maintenance
- ☐ ADA Compliance
- ☐ Flexible Funding
- ☐ Pedestrian/Trails Urban
- ☐ Pedestrian/Trails Rural
- ☒ Bicycle Facilities
- Regional Transportation Program*
- ☐ Fresno Airports

*Alternative Transportation Program*

- ☐ Rail Consolidation Subprogram
- Environmental Enhancement Program*
- ☐ School Bus Replacement
- ☐ Transit Oriented Infrastructure for In-Fill
- Administrative/Planning Program*
- ☐ Fresno COG

2. The **City of Reedley** ("claimant") is an eligible claimant of funds for local transportation purposes pursuant to  
*Local Agency Name*  
California Public Utilities Code Section 142257.

3. The Fresno County Transportation Authority has adopted a Resolution of Apportionment for Fiscal Year 2020-2021 setting 2.52% of \$573,267 (or \$14,460) for the Subprogram or Category of funds checked above and available to the claimant. On behalf of claimant, I hereby request release of the funds to claimant in accordance with:

- (a) Monthly payments consistent with adopted percentage, based on actual receipts
- (b) Compliance with Steps A and B of the Strategic Implementation Plan (SIP) – Local Agency Pass-Through Funding programs and Other Revenue Program Funding

4. On behalf of claimant, I hereby certify as follows:

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

Title: City Engineer

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

ATTACHMENT: Evidence of Formal Action for Approval and Submittal

Approved by: Fresno County Transportation Authority Board on: \_\_\_\_\_

**BEFORE THE  
FRESNO COUNTY TRANSPORTATION AUTHORITY BOARD  
RESOLUTION NO 2020-01**

In the Matter of:	)	
FRESNO COUNTY TRANSPORTATION	)	RETAIL TRANSACTIONS AND USE
IMPROVEMENT ACT	)	TAX FUNDS FOR EXTENSION
CALIFORNIA PUBLIC UTILITIES	)	LOCAL TRANSPORTATION
<u>CODE SECTION 142257</u>	)	PURPOSES PASS-THROUGH
	)	PROJECTS AND PROGRAMS FOR
	)	<u>FY 2020-21</u>

**WHEREAS**, the Fresno County Transportation Authority is the administrator of the Retail Transactions and Use Tax (½ percent) Funds collected pursuant to the Fresno County Transportation Improvement Act as provided by Part 1.6 (commencing with Section 7251) of Division 2 of the Revenue and Taxation Code and Public Utilities Code Sections 142000, et seq.,

**WHEREAS**, California Public Utilities Code Section 142257 provides that the 2006 Measure C Extension Expenditure Plan, which was approved prior to and provided the basis for the ballot measure considered by the voters at the November 7, 2006 election, shall specify the amount and the formula by which the retail transactions and use tax shall be allocated to each participating jurisdiction for Measure C Extension Program and Project Funds Local Transportation Purposes determined to be priority projects by local governments to which funds are allocated, and

**WHEREAS**, the 2006 Measure C Extension Expenditure Plan creates a number of transportation programs to be funded by participating jurisdictions with Measure C funds passed-through from the Authority to the jurisdiction submitting eligible project claims, and

**WHEREAS**, these various programs have differing requirements, exemptions, and formulas for calculating pass-through funding levels, and

**WHEREAS**, the programs and subprograms identified below are eligible for pass-through funding,

Regional Public Transit Program

Public Transit Agencies  
Public Transportation Infrastructure Study (PTIS)  
ADA/Seniors/Paratransit  
Ag-worker/Car/Van Pools

Local Transportation Program

Local Allocation  
Pedestrian/Trails  
Bicycle Facilities

Regional Transportation Program  
Fresno Airports

Administration/Planning Program  
Council of Fresno County Governments

and

**WHEREAS**, the program requirements and exemptions for these programs may change from time to time as local jurisdiction population changes or mandated programs are satisfied, and

**WHEREAS**, in an effort to fully explain the various program provisions, the Authority, together with the Fresno Council of Governments, created and will update as needed the Measure C Extension Strategic Implementation Plan which among other things discusses each pass-through program in detail and provides the basis for calculating pass-through funding levels for each program in the 2020-21 fiscal year, and

**WHEREAS**, the Authority procedures for administration of funds for local transportation purposes as identified in the Measure C Extension Administrative Code calls for an annual Resolution of Apportionment to determine the percentage and amount of funds to be available within the forthcoming fiscal year, and

**WHEREAS**, the attached schedule of apportionment for FY 2020-21 is based upon the Measure C Extension Strategic Implementation Plan.

**NOW THEREFORE, BE IT RESOLVED**, that the Fresno County Transportation Authority hereby approves the attached schedule of apportionment for FY 2020-21 as indicated in the Measure C Extension Strategic Implementation Plan, which schedule is hereby made a part of this resolution, and approves the allocations, to be distributed as they are received and in accordance with claims submitted by eligible claimants.

**BE IT FURTHER RESOLVED**, that the Fresno County Auditor-Controller/Treasurer-Tax Collector cause the revised Resolution of Apportionment to be paid in the manner and time directed by the Executive Director of the Fresno County Transportation Authority.



**THE FOREGOING RESOLUTION** was passed and adopted by the Fresno County Transportation Authority Board this 3rd day of June, 2020.

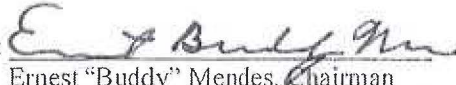
AYES: (8) Mendes, Ashbeck, Brand, Brandau, Caprioglio, Cardenas, Dhaliwal, Sihota

NOES: (0)

ABSTAIN: ( )

ABSENT: ( )

VACANT: (1)

SIGNED:   
Ernest "Buddy" Mendes, Chairman  
Fresno County Transportation Authority

**ATTEST:**

I hereby certify that the foregoing is a true copy of a resolution of the Fresno County Transportation Authority duly adopted at a regular meeting thereof held on June 3, 2020.

SIGNED:   
Mike Leonardo, Executive Director  
Fresno County Transportation Authority

/dd/reso/PassThru-Allocation-2020-01

**RESOLUTION OF ALLOCATION 2020-01**  
**FY2020-21 MEASURE C EXTENSION ESTIMATED ALLOCATIONS**

**Table 1**  
**Measure C Sales Tax Revenue**  
**2020/21**  
**Approved by the FCTA Board 6/3/20**

Sales Tax Estimate	\$72,711,059
Program Services and Supplies	\$768,262
Net Distributed Sales Tax Estimate	\$71,942,797

Funding Allocation Programs	Percent	Allocation
Regional Public Transit Program		
Public Transit Agencies		
Fresno Area Express (FAX)	13.70%	9,856,163
Clovis Transit	1.97%	1,417,273
Fresno County Rural Transit Agency (FCRTA)	3.99%	2,870,518
Public Transportation Infrastructure Study (PTIS)	0.29%	208,634
ADA / Seniors / Paratransit	0.79%	568,348
Farmworker / Car / Van Pools		
Farmworker Van Pools	0.58%	417,268
Car/Van Pools	0.58%	417,268
New Technology Reserve	2.10%	1,510,799
Local Transportation Program		
Local Allocation	30.60%	22,014,496
Pedestrian/Trails		
Urban (Fresno/Clovis)	2.15%	1,546,770
Rural	0.95%	683,457
Bicycle Facilities	0.90%	647,485
Regional Transportation Program		
Urban	14.70%	10,575,591
Rural	14.70%	10,575,591
Airports	1.00%	719,428
Alternative Transportation Program		
Grade Separation	6.00%	4,316,568
Environmental Enhancement		
School Bus Replacement	2.30%	1,654,684
Transit Oriented Infrastructure for In-Fill	1.20%	863,314
Administration/Planning Program		
Fresno County Transportation Authority (FCTA)	1.00%	719,428
Fresno Council of Governments (FCOG)	0.50%	359,714
<b>Total</b>	<b>100.00%</b>	<b>71,942,797</b>

RESOLUTION OF ALLOCATION 2020-01  
LOCAL TRANSPORTATION SUB PROGRAM FY2020-21 ALLOCATIONS

Table 2  
FRESNO COUNTY TRANSPORTATION AUTHORITY  
MEASURE C FUND APPORTIONMENT  
Local Allocation Sub Program  
FY2020/21

6/3/2020 Presented to the FCTA Board

	Street Maintenance		ADA Compliance		Flexible Funding		Ped/Trails Urban		Ped/Trails Rural		Bicycle Facilities		Total
Clovis	1,090,243	9.90%	38,159	9.98%	1,052,084	9.57%	260,025	16.81%	0	0.00%	65,987	11.51%	2,506,498
Coalinga	201,071	1.83%	7,037	1.84%	241,000	2.19%	0	0.00%	0	0.00%	0	0.00%	449,107
Firebaugh	118,035	1.07%	4,131	1.08%	135,567	1.23%	0	0.00%	0	0.00%	0	0.00%	257,732
Fowler	111,671	1.01%	3,908	1.02%	125,703	1.14%	0	0.00%	0	0.00%	0	0.00%	241,282
Fresno	4,761,442	43.26%	166,650	43.60%	4,594,792	41.81%	1,190,798	76.99%	0	0.00%	298,865	52.13%	11,012,547
Huron	109,581	1.00%	3,835	1.00%	125,390	1.14%	0	0.00%	0	0.00%	0	0.00%	238,805
Kerman	188,067	1.71%	6,582	1.72%	224,912	2.05%	0	0.00%	0	0.00%	0	0.00%	419,561
Kingsburg	173,782	1.58%	6,082	1.59%	203,554	1.85%	0	0.00%	0	0.00%	0	0.00%	383,417
Mendota	152,587	1.39%	5,341	1.40%	180,953	1.65%	0	0.00%	0	0.00%	0	0.00%	338,880
Orange Cove	133,998	1.22%	4,690	1.23%	155,189	1.41%	0	0.00%	0	0.00%	0	0.00%	293,876
Parlier	180,275	1.64%	6,310	1.65%	216,767	1.97%	0	0.00%	0	0.00%	0	0.00%	403,352
Reedley	277,956	2.53%	9,728	2.55%	268,228	2.44%	0	0.00%	56,333	14.38%	14,460	2.52%	626,704
San Joaquin	86,206	0.78%	0	0.00%	97,506	0.89%	0	0.00%	0	0.00%	0	0.00%	183,712
Sanger	290,855	2.64%	10,180	2.66%	280,675	2.55%	0	0.00%	59,089	15.08%	15,278	2.67%	655,077
Selma	264,747	2.41%	9,266	2.42%	322,216	2.93%	0	0.00%	0	0.00%	0	0.00%	596,228
County of Fresno	2,866,736	26.04%	100,336	26.25%	2,766,400	25.17%	65,947	6.20%	278,334	70.54%	178,677	31.17%	6,284,430
<b>TOTAL</b>	<b>11,007,248</b>		<b>382,235</b>		<b>10,990,932</b>		<b>1,546,770</b>		<b>391,756</b>		<b>573,267</b>		<b>24,892,208</b>



# RESOLUTION OF ALLOCATION 2020-01 LOCAL TRANSPORTATION PROGRAM SUB PROGRAM FY2020-21 CALCULATIONS

Table 3  
FRESNO COUNTY TRANSPORTATION AUTHORITY  
MEASURE C FUND APPORTIONMENT CALCULATIONS  
Local Allocation Sub Program  
FY2020/21 6/3/2020 Presented to the FCTA Board

	2020 Population	2018 Road Miles	75%	25% Percent	Percent	Formula Above Minimum	Local Allocation Program	Street Maint. 50% of Local Allocation	Total Allocable to Program	Redistribute Ped/Trails	Redistribute Bic. Fac.	ADA Compliance	Flexible Funding	Ped/Trails Urban	Ped/Trails Rural	Bicycle Facilities	Total	
Clowa	110,175	398.9	0.087341136	0.014571042	10.19%	100,000	2,080,486	2,180,486	1,090,243	2,506,498	0	0	38,199	1,052,064	250,025	0	65,987	2,506,498
Coalinga	17,199	59.3	0.012604627	0.002195487	1.48%	100,000	302,141	402,141	201,071	449,107	37,383	9,583	7,037	241,000	0	0	0	449,107
Firebaugh	7,931	21.7	0.003949125	0.000816158	0.67%	100,000	136,069	236,069	118,035	257,732	17,347	4,316	4,131	135,567	0	0	0	257,732
Fowler	6,454	34.6	0.004730016	0.001311866	0.60%	100,000	123,342	223,342	111,671	241,262	14,025	3,912	3,906	125,703	0	0	0	241,262
Fresno	545,769	1,635.3	0.399663926	0.061594159	48.16%	100,000	9,422,884	9,522,884	4,761,442	11,012,547	0	0	166,650	4,594,792	1,100,793	0	268,885	11,012,547
Huron	7,299	13.0	0.003349301	0.00049776	0.58%	100,000	119,151	219,151	109,581	238,805	15,665	3,779	3,635	125,390	0	0	0	238,805
Kerman	15,950	48.3	0.011599456	0.001839017	1.35%	100,000	276,134	376,134	188,067	419,561	34,663	8,758	6,582	224,912	0	0	0	419,561
Kingsburg	12,983	71.3	0.009441711	0.002885131	1.21%	100,000	247,563	347,563	173,782	383,417	28,007	7,003	6,082	203,554	0	0	0	383,417
Mandota	12,514	23.3	0.009171277	0.002790069	1.01%	100,000	205,173	305,173	152,587	338,880	27,200	6,507	5,341	180,953	0	0	0	338,880
Orange Cove	9,456	34.3	0.006930123	0.001299082	0.82%	100,000	167,995	267,995	133,998	293,876	20,553	5,328	4,690	155,189	0	0	0	293,876
Parlier	15,850	23.7	0.011545485	0.001117518	1.26%	100,000	280,550	380,550	190,275	403,352	34,538	8,254	6,310	216,767	0	0	0	403,352
Readley	25,917	38.6	0.018994069	0.003338617	2.23%	100,000	455,911	555,911	277,956	628,704	0	0	9,726	288,228	0	50,333	14,460	628,704
San Joaquin	4,142	13.5	0.003035596	0.000511489	0.35%	100,000	72,412	172,412	86,206	183,712	9,003	2,297	0	57,506	0	0	0	183,712
Sanger	27,185	37.5	0.01962338	0.003973081	2.39%	100,000	481,710	581,710	290,855	656,077	0	0	10,180	260,675	0	50,089	15,278	656,077
Selma	24,436	33.1	0.017308889	0.003209653	2.10%	100,000	429,493	529,493	264,747	595,220	53,113	13,622	9,265	322,216	0	0	0	595,220
County of Fresno	171,101	3,947.2	0.125491883	0.150552619	27.00%	100,000	5,833,472	5,733,472	2,866,736	5,284,430	0	0	100,330	2,769,400	95,947	279,334	178,677	5,284,430
TOTAL	1,023,358	6,637.6	0.760000	0.250000	100.00%	1,600,000	20,414,496	22,014,496	11,007,248	24,892,208	291,701	74,218	382,235	10,990,832	1,546,770	351,756	573,267	24,892,208
FY20 LTP Allocation																		2,230,227
20,614,496																		
	Urban Population	Rural Population	Pedestrian/Trails			Redistribute to Flexible Funding		Bicycle Fac. Sub Program	Redistribute to Flexible Funding									
Clowa	110,175		250,025			0		0	65,987									
Coalinga		17,199				37,383		9,583	9,583									
Firebaugh		7,961				17,347		4,316	4,316									
Fowler		6,454				14,025		3,912	3,912									
Fresno	545,769		1,100,793			0		268,885	0									
Huron		7,299				15,665		3,779	3,779									
Kerman		15,950				34,663		8,758	8,758									
Kingsburg		12,983				28,007		7,003	7,003									
Mandota		12,514				27,200		6,507	6,507									
Orange Cove		9,456				20,553		5,328	5,328									
Parlier		15,890				34,538		8,254	8,254									
Readley		25,917				50,333		14,460	0									
San Joaquin		4,142				9,003		2,297	2,297									
Sanger		27,185				50,089		15,278	0									
Selma		24,436				53,113		13,622	13,622									
County of Fresno	43,975	127,133	95,947			276,354		0	178,677									
TOTAL	708,919	314,439	1,546,770			683,457		291,701	847,485									
	1,023,358		1,546,770			683,457			847,485									
2,230,227																		



## **REEDLEY CITY COUNCIL**

- ☒ **Consent**
- ☐ **Regular Item**
- ☐ **Workshop**
- ☐ **Closed Session**
- ☐ **Public Hearing**

ITEM NO: 6

**DATE:** July 28, 2020

**TITLE:** STAFF RECOMMENDS THAT THE CITY COUNCIL TAKE THE FOLLOWING ACTIONS TO FUND THE SCHOOL DAY CARE PROGRAMS AT T L REED AND WASHINGTON SCHOOLS:

A.) RATIFY THE AUTHORIZATION FOR CITY MANAGER TO EXECUTE THE MEMORANDUM OF UNDERSTANDING (MOU) WITH KINGS CANYON UNIFIED SCHOOL DISTRICT (KCUSD) TO PROVIDE STAFF AND ADMINISTRATIVE SERVICES.

B.) ADOPT RESOLUTION 2020-065 AMENDING THE 2020-21 ADOPTED BUDGET APPROPRIATING \$66,065 IN THE GENERAL FUND TO PROVIDE SERVICES FROM AUGUST 12-DECEMBER 18, 2020.

**SUBMITTED:** Sarah Reid, Community Services Director

**APPROVED:** Nicole R. Zieba, City Manager

### **RECOMMENDATION**

Staff recommends that the City Council take the following actions to fund the School Day Care Program at T L Reed and Washington Schools: A.) Ratify the authorization for City Manager to execute the Memorandum of Understanding (MOU) with Kings Canyon Unified School District (KCUSD) to provide staff and administrative services for School Day Care Program. B.) Adopt Resolution 2020-065 amending the 2020-21 adopted budget appropriating \$66,065 in the General Fund to provide services from August 12-December 18, 2020.

### **EXECUTIVE SUMMARY**

With the return to school in August and the new procedures in place related to COVID-19, KCUSD is providing support for working parents with students in grades 3<sup>rd</sup>-5<sup>th</sup>. On the days the student is not attending class there will be an option to have child care at school. Assigned staff will take direction from site administration in providing various activities for these students during the regular school day. The program time is 8:00am-3:00pm. Two employees will work at Washington and three employees at T L Reed.

Administrative fees will cover the cost for hiring, training and supervision of personnel, payroll, budget management, reimbursement billing and professional development.

**BACKGROUND**

The City has been the service provider for the After School Programs at Washington and T L Reed since the programs started in 2006. Because of this long-standing relationship, staff would like to provide services for this temporary program on these two campuses.

**FISCAL IMPACT**

The attached Budget Amendment requests \$66,065 in appropriations in the General Fund. This will be used to provide the School Day Care Programs from August 12-December 18, 2020. The contract revenue will fully cover direct program costs and includes administrative fees for 85 days of programming during the 2020-21 fiscal year.

**ATTACHMENTS**

1. Memorandum of Understanding Kings Canyon Unified and City of Reedley dated August 12, 2020
2. Budget Amendment Resolution No. 2020-065



## **MEMORANDUM OF AGREEMENT**

Kings Canyon Unified School District (KCUSD)

And City of Reedley (CITY)

### **TERM of AGREEMENT:**

Effective dates of the Agreement are from August 12, 2020 to December 18, 2020

### **CITY SERVICE AGREEMENT**

City will provide personnel on days when KCUSD's Safe Return to School Plan is in operation, who will support working parents by providing supervision for KCUSD students in grades 3 – 5 on the days these students do not attend class. City staff will take direction from site administration in providing various activities for these students during the regular school day. Services will be provided up to 7.5 hours per day at each site throughout the Plan days.

City will provide two staff persons at Washington Elementary School and three staff persons at Thomas Law Reed.

City will provide personnel who possess the following qualifications and experience: Associate's Degree or 48 units of College/university credit, and clear DOJ and FBI background checks.

City will provide administration, recruitment, coordination, field site supervision, general implementation and professional development for the programs.

City will provide professional development for each staff member including classroom management, lesson planning and implementation, and child development principles. Ongoing evaluation, training and coaching of staff are also included.

City will complete reporting procedures required by KCUSD administration (e.g., attendance tracking, site profiles), as needed.

City will invoice KCUSD in advance of services on a quarterly basis (\$33,032.50 per quarter): August 1 and October 1, 2020. The maximum to be paid City by KCUSD for the aforementioned services provided under the terms of this Agreement shall not exceed \$66,065.

### **KCUSD AGREEMENT:**

KCUSD will provide program specifics/direction and supplies.

### **INDEMNIFICATION**

Each party shall indemnify, defend and hold harmless the other party, its officers, agents, employees and members of its governing board, from and against any and all third party claims, demands, losses, judgments, liabilities, causes of action and expenses, including attorney fees and costs, of any kind or nature they may sustain or incur or which may be imposed upon them for injury to or death of any person, or damage to property, or for any other act(s) arising out of or in any manner related to or connected with the indemnifying party's (including its officers,

agents and employees) willful misconduct or negligence in performing, or failing to perform, its duties or obligations under this Memorandum of Understanding.

#### **LIABILITY INSURANCE**

Without limiting City of Reedley indemnification, City of Reedley shall secure and maintain during the term of the Agreement, a comprehensive general liability policy using an occurrence policy form with combined single limits of one million dollars, (\$1,000,000) with a three million (\$3,000,000) aggregate limit. KCUSD shall be named as an additional insured on the policies.

#### **TERMINATION OF AGREEMENT**

This agreement terminated effective December 18, 2020. Any party may terminate this agreement at any time for any reason upon written 30 days' notice. In the event of easy termination, City shall be paid for satisfactory work performed to the date of termination.

By entering into this MOU all parties recognize and agree:

1. To work collaboratively as partners to ensure the success of the programs.
2. That this agreement may be modified at any time by written consent.
3. That certain information received in the course of business is confidential according to law and policy and agrees to respect requirements in this regard.
4. That availability of funds may have a bearing on the ability to implement all or parts of this Agreement.
5. That City and KCUSD shall comply with all applicable Federal, State and local laws in the Performance of these services

#### **COST OF SERVICES**

**Total cost of services will not exceed \$66,065.**

WITNESS THEREOF, the parties hereto have executed this MOU as of the day and year first written below:

KCUSD:

City of Reedley:

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John Campbell  
Superintendent

Date

---

Nicole Zieba  
City Manager

Date

City of Reedley 2020 Student Supervision

2020-21

School	# Staff	Personnel	Supervisor & Admin	Total
TL Reed	3	\$32,645.25	\$7,202.80	\$39,848.05
Washington	2	\$21,895.50	\$4,321.68	\$26,217.18
Total	5	\$54,540.75	\$11,524.48	\$66,065.23

- Staff hours include 85 days and 10 hours of training.



# BUDGET AMENDMENT RESOLUTION 2020-065

The City Council of the City of Reedley does hereby amend the 2020-21 Budget as follows:

## SECTION I - ADDITIONS

Account Number	Account Description	Amount
001 4615 1010	TL Reed School Care Dept. Salaries F/T	\$ 4,490
001 4615 1020	TL Reed School Care Dept. Salaries P/T	30,148
001 4615 1040	TL Reed School Care Dept. F/T SS & Med.	343
001 4615 1041	TL Reed School Care Dept. P/T SS & Med	2,270
001 4615 1050	TL Reed School Care Dept. CalPERS	319
001 4615 1060	TL Reed School Care Dept. Health Insurance	1,670
001 4615 1070	TL Reed School Care Dept. F/T Work Comp	83
001 4615 1071	TL Reed School Care Dept. P/T Work Comp	947
001 4615 1080	TL Reed School Care Dept. F/T LTD	9
001 4613 1010	Washington School Care Dept. Salaries F/T	2,694
001 4613 1020	Washington School Care Dept. Salaries P/T	20,376
001 4613 1040	Washington School Care Dept. F/T SS & Med.	197
001 4613 1041	Washington School Care Dept. P/T SS & Med	635
001 4613 1050	Washington School Care Dept. CalPERS	191
001 4613 1060	Washington School Care Dept. Health Insurance	1,002
001 4613 1070	Washington School Care Dept. F/T Work Comp	50
001 4613 1071	Washington School Care Dept. P/T Work Comp	635
001 4613 1080	Washington School Care Dept. F/T LTD	6
Total		\$ 66,065

**Purpose:** Appropriation of funds to cover the cost associated with the new School Care Program at TL Reed and Washington Schools.

## SECTION II - SOURCE OF FUNDING

Account Number	Account Description	Amount
001-3836	TL Reed School Care Dept.	\$ 39,848
001-3834	Washington School Care Dept.	26,217
Total		\$ 66,065

**Impact:** Cost for school day care from August 12-December 18, 2020. The contract revenue will fully cover direct program costs and includes administrative fees for 85 days of programming during the 2020-21 fiscal year.

REVIEWED:



Assistant City Manager 7/14/20

RECOMMENDED:



City Manager

The foregoing resolution was approved by the City Council of the City of Reedley on March 24, 2020, by the following vote:

AYES:

NOES:

ABSENT:

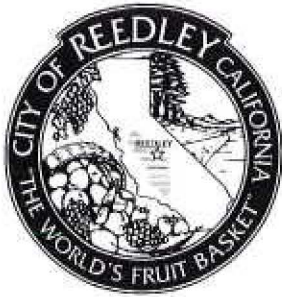
ABSTAIN:

**APPROVED:**

**Frank Piñon**

**ATTEST:**

**Sylvia Plata, City Clerk**



## REEDLEY CITY COUNCIL

- ☒ Consent
- ☐ Regular Item
- ☐ Workshop
- ☐ Closed Session
- ☐ Public Hearing

ITEM NO: 7

DATE: July 28, 2020

TITLE: ADOPT RESOLUTION 2020-066 DECLARING LISTED VEHICLE AS SURPLUS

SUBMITTED: Sarah Reid, Community Services Director

APPROVED: Nicole R. Zieba, City Manager

### **RECOMMENDATION**

It is recommended that the City Council adopt Resolution 2020-066 declaring the vehicle listed below as surplus. City policy requires the Council to adopt a resolution identifying all equipment and vehicles valued at over \$1,000 before it can be disposed of.

### **EXECUTIVE SUMMARY**

Staff is requesting that the following vehicle be declared as surplus:

2004 Ford Taurus (VIN No. 1FAFP55S44G192877)

This vehicle is 16 years old and has mechanical issues that are cost prohibitive to maintain. If any new issues arise, it would be costly compared to the vehicles selling value.

### **BACKGROUND**

On October 23, 2012, the City Council adopted resolution 2012-083 establishing a policy for the disposition of surplus City property, junk material, and scrap metal.

### **FISCAL IMPACT**

Revenue generated from the sale of the subject surplus property will be deposited into the General Fund, consistent with the original source of funds to acquire the assets.

### **ATTACHMENTS**

Resolution 2020-066



**RESOLUTION NO. 2020-066**

**A RESOLUTION OF THE CITY COUNCIL OF THE CITY OF REEDLEY  
DECLARING LISTED VEHICLE AS SURPLUS**

BE IT RESOLVED by the City Council of the City of Reedley as follows:

1. That the following City of Reedley vehicle is hereby declared as surplus:

- 2004 Ford Taurus  
VIN No. 1FAFP55S44G192877

2. That the Purchasing Manager, or designee, is hereby authorized to proceed with public surplus of this item to the best advantage for the City of Reedley.

The foregoing resolution is hereby approved on July 28, 2020, by the following vote:

AYES:

NOES:

ABSTAIN:

ABSENT:

APPROVED:

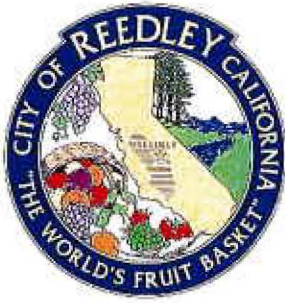
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Frank Piñon, Mayor

ATTEST:

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Sylvia B. Plata, City Clerk



## **REEDLEY CITY COUNCIL**

- ☐ Consent
- ☒ Regular Item
- ☐ Workshop
- ☐ Closed Session
- ☐ Public Hearing

ITEM NO: 8

**DATE:** July 28, 2020

**TITLE:** APPROVE THE SECOND REQUEST FROM RIVER CITY THEATRE COMPANY (RCTC) TO WAIVE THE RENT PAYMENT FOR THE REMAINDER OF THE CALENDAR YEAR DUE TO THE FINANCIAL IMPACT OF COVID-19

**SUBMITTED:** Sarah Reid, Community Services Director

**APPROVED:** Nicole R. Zieba, City Manager

### **RECOMMENDATION**

Approve the second request from River City Theatre Company (RCTC) to waive the rent payment for the remainder of the calendar year due to the financial impact of Covid-19.

### **EXECUTIVE SUMMARY**

Staff received a second request from the RCTC Board of Directors. This one is to waive the rent payment for use of the Opera House for the remainder of the calendar year. This includes the months of June-December. Due to the State and County regulations related to Covid-19, RCTC feels they are unable to adhere to restrictions. Because of the uncertainty of the future and the inability to modify operations at this point to reopen, the Board of Directors has voted to cancel the remainder of the 2019-20 season. Additionally, all private party reservations have canceled which has left RCTC with no source of income.

Covid-19 continues to have its impact on businesses. Due to this impact different grants and funding sources have been available to assist private and government agencies during this time. Staff will look for prospects to offset the impact this has on Opera House revenue when and if an appropriate opportunity becomes available.

With the ever-changing climate surrounding Covid-19, City staff would like to put a condition on the request. In the event RCTC resumes any portion of their operation before December 31, 2020, this is expected to be communicated to the City of Reedley. At that time staff will revisit the need for the rent waiver.

### **BACKGROUND**

RCTC entered into a five-year agreement with the City of Reedley on November 1, 2019. The rent for use of the Opera House facility is \$1,000 per month through October 31, 2020. At that time the rent will increase to \$1,050 for the remainder of the agreement term.

**FISCAL IMPACT**

If approved, the revenue for the Opera House will be impacted by \$7,100.

**PRIOR COUNCIL ACTIONS**

On April 28, 2020, City Council approved the request from RCTC to waive the rent for the months of April and May. The financial impact for these two months was \$2,000.

**ATTACHMENTS**

Letter dated June 25, 2020 from President of RCTC Board of Directors





## *Reedley Opera House*

1720 10<sup>th</sup> Street  
Reedley, CA 93654

(559) 638-6500

(866) 977-6500

[reedleyrivercitytheatre.org](http://reedleyrivercitytheatre.org)

[info@reedleyrivercitytheatre.org](mailto:info@reedleyrivercitytheatre.org)

June 25, 2020

### **Board of Directors**

Mark Luzania – President

Susan Lusk – Secretary

Bryan Awbrey – Co-Treasurer

Chrystal Laita – Co-Treasurer

Janet Adams

Renata Loewen

Jeffrey Lusk

Linda Salwasser

Ken Stocks

Dear City of Reedley,

Reedley's River City Theatre Company is unable to adhere to Federal, State and County COVID-19 prevention guidelines during auditions, rehearsals and performances. Therefore, the board of directors has voted to cancel the remainder of its 2019-2020 season.

Additionally, all reservations for the use of the Opera House by private parties have been cancelled, by the renting parties, for the remainder of this year, including the weekly rental by the D3 Church.

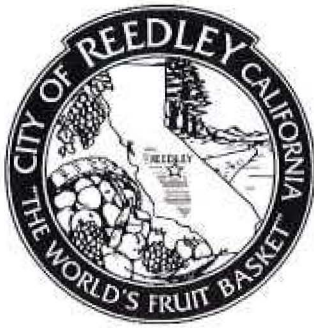
The cancellations have resulted in no source of income for the theatre company.

Therefore, I am requesting the City of Reedley waive rent charges to the theatre company for the remainder of the calendar year 2020.

Thank you for considering this request.

Mark A Luzania

President, RCTC Board of Directors



## REEDLEY CITY COUNCIL

- ☐ Consent
- ☒ Regular Item
- ☐ Workshop
- ☐ Closed Session
- ☐ Public Hearing

ITEM NO: 9

DATE: July 28, 2020

TITLE: ADOPT RESOLUTION NO. 2020-067 AMENDING THE FY 2020-21 ADOPTED BUDGET RECOGNIZING AND APPROPRIATING \$200,000 IN THE GENERAL FUND FOR FRESNO COUNTY TRANSPORTATION AUTHORITY TRANSIT ORIENTED DEVELOPMENT MEASURE C EXTENSION GRANT FUNDS FOR THE DEVELOPMENT OF PHASE II OF THE REEDLEY FAMILY APARTMENTS PROJECT

SUBMITTED: Paul A. Melikian, Assistant City Manager   
Rob Terry, Community Development Director

APPROVED: Nicole R. Zieba, City Manager

### RECOMMENDATION

Staff requests that the City Council adopt Resolution No. 2020-067 amending the FY 2020-21 Adopted Budget recognizing and appropriating \$200,000 in the General Fund for the development of Phase II of the Reedley Family Apartments Project, funded by a grant from the Fresno County Transportation Authority "Transit Oriented Infrastructure for In-fill" subprogram derived from Measure C Extension funds.

### EXECUTIVE SUMMARY

In August 2019, City Council approved and authorized the City Manager to execute an agreement with the Fresno County Transportation Authority (FCTA) to establish program eligibility and funding requirements for a \$200,000 grant under the "Transit Oriented Infrastructure for In-fill" subprogram derived from Measure C Extension funds, to partially offset Development Impact Fees associated with the construction of Phase II of the Reedley Family Apartments project. Although the grant was awarded, and agreement in place, the project could not move forward until the developer was successful in obtaining federal tax credits for the project.

In June 2020, the project developer notified the City that the California Tax Credit Allocation Committee had awarded federal tax credits at the highest available level for the Phase II project. (Tax credits are used to encourage private investment in affordable rental housing for households meeting certain income requirements.) Now that tax credits are secured, the developer has submitted building plans to the City for review and is moving forward with securing the construction loan. At this time, staff is requesting that the City Council appropriate the grant funds for the previously agreed upon project contribution amount of \$125,000, and remaining amount of \$75,000 to be transferred to the appropriate Development Impact Fee funds.

### BACKGROUND

Constructed in 2014, Phase I of the Reedley Family Apartments, consists of 48 low to moderate income apartment units and community facilities located at 1110 South I Street in Reedley. Phase I was partially funded by a long term (55 year) loan of \$750,000 from the former Reedley Redevelopment Agency's Low and Moderate Income Housing Fund. Phase II consists of the final 32 units approved, and once built, will complete the entire project. In February 2019, the City agreed to contribute \$125,000 to the Project and waive all Development Impact Fees, calculated at \$351,552. The TOD grant will partially offset the Development Impact Fees, mitigating the impact to City infrastructure funds.

**FISCAL IMPACT**

There is no adverse impact to the General Fund from recognizing and appropriating \$200,000 of the FCTA grant funds for the project. Under the FCTA grant requirements, the grant proceeds will be paid to the City upon issuance of a Certificate of Occupancy.

**ATTACHMENT**

Budget Amendment Resolution No. 2020-067



# BUDGET AMENDMENT RESOLUTION 2020-067

The City Council of the City of Reedley does hereby amend the 2020-21 Budget as follows:

## SECTION I - ADDITIONS

Account Number	Account Description	Amount
001-4290.6500	Reedley Family Apartments Project	\$ 200,000
Total		\$ 200,000

**Purpose:** Utilizing a \$200,000 grant from the FCTA Transit Oriented Development Program, fund a \$125,000 contribution to the Reedley Family Apartments Phase II development project pursuant to the First Amendment to Settlement Agreement dated February 2019 with 1110 S. I Street, L.P. The remainder of funds, \$75,000, will be transferred to City Development Impact Fee funds as partial offset for the full DIF fee waiver in place for this project.

## SECTION II - SOURCE OF FUNDING

Account Number	Account Description	Amount
001-3809	Measure C Transient Oriented Development "TOD" Grant	\$ 200,000
Total		\$ 200,000

**Impact:** There is no adverse impact to the General Fund for utilizing the grant funds for this purpose.

REVIEWED:

RECOMMENDED:

  
Assistant City Manager 7/21/2020

\_\_\_\_\_  
City Manager

The foregoing resolution was approved by the City Council of the City of Reedley on July 28, 2020, by the following vote:

AYES:

NOES:

ABSENT:

ABSTAIN:

APPROVED:

ATTEST:

\_\_\_\_\_  
Frank Piñon, Mayor

\_\_\_\_\_  
Sylvia Plata, City Clerk



## REEDLEY CITY COUNCIL

- ☐ Consent
- ☐ Regular Item
- ☒ Workshop
- ☐ Closed Session
- ☐ Public Hearing

ITEM NO: 10

**DATE:** July 28, 2020

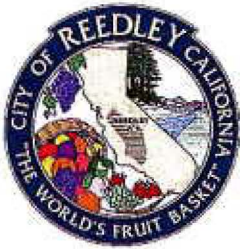
**TITLE:** WORKSHOP ON STATUS OF REEDLEY ARMORY

**APPROVED:** Nicole R. Zieba  
City Manager

The State of California announced its intent to sell the Reedley Armory, and a host of other California Armories. Currently, the Reedley Armory is leased to the Reedley Area Veterans for use as a meeting and event site. Since learning of the State's intent, the City of Reedley has been actively pursuing options for having the Armory transfer ownership permanently to the Reedley Area Veterans, or to have the Armory taken off the surplus list and continue as a leased facility. During this timeframe, Governor Newsom signed an Executive Order requiring the State Department of General Services to look at converting all appropriate State surplus property into low-income housing.

The efforts of Senator Hurtado to sponsor a bill, SB 501, to keep the Armory for Veterans use stalled at the State during legislative session, and is now considered failed. The City then tentatively offered the State a land swap, offering a 22+ acre City owned parcel in exchange for the 1.1 acre Armory site. The State declined that offer.

The State is now moving forward to determine whether developers would be interested in building housing on the Armory site. It is staff's intent to provide the Council and community an update on that process at the July 28<sup>th</sup> Council meeting.



## City of Reedley

Community Development Department  
1733 Ninth Street  
Reedley, CA 93654  
(559) 637-4200  
FAX 637-2139

### MEMORANDUM

TO: Reedley City Council Members

FROM: Rob Terry, AICP, Community Development Director *RT*

DATE: 7/28/2020

SUBJECT: Armory Update

The Reedley Armory building, located at 601 E. 11<sup>th</sup> Street, is owned by the State of California. As part of Governor Newsom's Excess Land for Affordable Housing Executive Order (N-06-19), on June 15, 2020, the Armory was officially identified as one of an additional six sites throughout the state that the California Department of General Services (DGS) would seek to redevelopment with affordable housing options. Currently, there are approximately 45 similar projects/sites dotting the map throughout California that DGS is working on, at varying degrees.

Attached is the Request for Qualification's (RFQ) released by DGS to solicit developer interest and project selection for the site. The due date for RFQ's was July 20<sup>th</sup>. Prior to the release of the RFQ, DGS maintained contact with the City regarding local preferences, site/area history, neighborhood surroundings and special considerations that the Department should be aware of. Staff has been, and will continue to be, very proactive in communicating the value the site has provided for the local Veteran community, and our desire to see any redevelopment continually support this population; be it through affordable housing options and/or amenities on-site that serve or support Veterans. Staff has received contact from multiple local affordable housing developers who were preparing responses to the RFQ. DGS notates their commitment to ensure the selected developer(s) will be required to maintain quality partnership and collaboration with local agencies, including public outreach for proposed projects. Because the City does not have jurisdiction over the site, this commitment is key to ensuring that any redevelopment of the site is done in a manner that provides value to the community, overall.

Staff fully intends to remain actively engaged in this process, and will deliver updates to the City Council as progression takes place.



State of California  
Request for Qualifications  
Affordable Housing Development Under  
Executive Order N-06-19

Location: Clearlake, Reedley, Riverside, Sacramento,  
San Quentin, Truckee, CA.

Released: June 15, 2020

Due: July 20, 2020

## STATE CONTACT

Josh Palmer  
Department of General Services  
Asset Management Branch  
707 3<sup>rd</sup> Street, 5<sup>th</sup> Floor  
West Sacramento, CA 95605  
[joshua.palmer@dgs.ca.gov](mailto:joshua.palmer@dgs.ca.gov)

## PROJECT WEBSITE

Page: [Executive Order N-06-19 Affordable Housing](#)

URL: <https://www.dgs.ca.gov/RES/Projects/Page-Content/Projects-List-Folder/Executive-Order-N-06-19-Affordable-Housing-Development>

## RFQ SCHEDULE

The following timeline is provided for the Respondent's scheduling information but is subject to change at the State's discretion.

Activity	Date
Request for Developer Qualifications Released	June 15, 2020
RFQ Final Questions and Requests for Clarification Due	June 26, 2020
State Response to RFQ Questions/Clarifications	July 2, 2020
<b>RFQ Submittal Deadline</b>	<b>July 20, 2020 by 5:00PM</b>

## DISCLAIMER

The State obtained the information contained in this RFQ from sources deemed reliable; however, the State makes no guarantees, warranties, or representations, nor expresses or implies any opinion concerning the accuracy or completeness of the information provided. It is furnished solely as an aid to Interested Parties. Interested Parties are responsible for undertaking all necessary investigation on and off the State Property to determine the suitability of the State Property for Interested Party's intended use.

## INTRODUCTION

Executive Order N-06-19 (EO) (see Exhibit A) was signed by Governor Gavin Newsom on January 15, 2019 to address the housing affordability crisis that is facing the State of California. Governor Newsom ordered the Department of General Services (DGS) and the Department of Housing and Community Development (HCD), (the “State”), to identify and prioritize excess state-owned property and aggressively pursue the goals of affordable, sustainable, innovative, feasible, and cost-effective housing projects.

The State is pleased to issue this multi-site Request for Qualifications (RFQ) for respondents capable of developing affordable housing on excess state-owned properties located in multiple locations throughout California that will be consistent with and help fulfill state, regional, and local goals, including affordability and feasibility. Projects must include a minimum of 50 percent restricted affordable housing units, consistent with Government Code section 14671.2.

In their response to this RFQ, respondents may respond to all six excess sites or pick and choose those they are interested in pursuing for affordable housing development. While the structure of the process may be similar, each site has its own unique constraints and opportunities.

This RFQ is a multi-agency effort to address housing affordability throughout California. The State is collaborating with each of the seven localities in its selection of a development team and creation of a development program.

The State expects to evaluate the responding Statements of Qualifications (SOQ) and then issue a Request for Proposals (RFP). Selected respondents of this RFQ will be invited to respond to the RFP. At the conclusion of the RFP process, the State intends to enter into a Letter of Intent (LOI) with the Respondent whose qualifications and development proposal the State deems best suited to achieve the objectives described in the RFQ and RFP. Successful completion of negotiations will lead to the execution of a low-cost, long-term ground lease and regulatory agreement with a maximum term of 99 years.



## LOCATION & DESCRIPTION

The excess state-owned properties included in this multi-site RFQ are located at:

- **Clearlake:** One large parcel, owned by Lake County (APN #: 010-043-010-000), to be considered for a land swap for a state-owned site in Lakeport, for a total of 16.28 acres (only part of which is developable). Located on the south side of 18th Ave with the Dam Rd. Extension, Clearlake, CA (Lake County). RFI for site previously released in April.
- **Reedley:** One parcel (APN #: 370-122-03T) for a total of 1.92 acres at 601 11th Street, Reedley, CA (Fresno County). Vacant building on property previously used as the Reedley Armory.
- **Riverside:** One parcel (APN #: 209-130-003) for a total of 4.27 acres at 2524 Mulberry Street in Riverside, CA (Riverside County). Structures on property, previously used as the Region III Headquarters for Cal Fire.
- **Sacramento:** Two parcels (APN #: 275-0134-008-0000; 275-0134-007-0000) for a total of 1.079 acres at 440 Arden Way in Sacramento, CA (Sacramento County). Vacant building on property previously used as the Arden Armory.
- **San Quentin:** One large parcel (APN #: 018-152-12), with nearly 5 acres of developable land on the westerly most boundary of the San Quentin Prison buffer zone (Marin County).
- **Truckee:** Two parcels (APN #: 018-621-006-000; 018-621-005-000) for a total of 1.72 acres at 10077 State Route 89 South in Truckee, CA (Nevada County). Multiple structures on the property, previously used as a California Highway Patrol facility.

Please refer to Exhibit 3 for more detailed information and site maps.

## DEVELOPMENT PRINCIPLES AND PARAMETERS

The lack of affordable housing across California is a matter of vital statewide importance and the State is working to expand housing opportunities through a new level of innovation and cooperation between the public and private sectors. To help solve the affordable housing crisis, the State is seeking knowledgeable, financially sound, and experienced providers of affordable housing.

The State is seeking SOQs from Respondents who can support meeting the goals of the EO, including the provision of housing affordable to lower income households, and will creatively adhere to the following principles. These are not requirements but are intended to make the State's desired expectations clear and guide the project from solicitation through construction.

- **Affordability:** Maximize the affordability on site, including depth of affordability as well as percentage of units that are affordable (accounting for size differences between units with different bedroom counts);
- **Innovative Housing and Construction Types:** Catalyze and incubate innovative models for construction (such as modular or prefabrication), financing, and workforce development—recognizing that design and construction quality should not be comprised. Innovative Housing and Construction is desirable, but *not* a strict requirement;
- **Efficiency:** Identify a strategy for delivering on the timing goals for the EO (i.e., feasibility of breaking ground within two years of entering the lease and regulatory agreement and completing units within three years) and employing several time saving measures. Efficiency of delivery also recognizes that deeper affordability may need multiple funding sources which are available through different and competitive funding cycles and Notices of Funding Availability (NOFAs);
- **Accessibility:** As part of providing for accessible housing for all Californians, Respondents are encouraged to incorporate cost-effective design approaches consistent with universal design principles and/or related local ordinances;
- **Sustainability:** Reflect the state's emphasis on sustainable construction, including the use of recycled products, commitments to low energy use, building electrification, and/or the use of renewable construction materials, such as mass timber as recognized through approved guidelines by the California Building Officials (CALBO) and the California Building Standards Commission;
- **Development Costs:** Pursue cost reducing measures such as impact fee

program waivers or reductions, innovative housing types (e.g., modular), and other measures while maintaining a high-quality design that complements the neighborhood;

- **Outreach:** Facilitate meaningful public participation consistent with the Ralph M. Brown Act, if applicable, and other strategies to engage the community throughout the development process;
- **Partnership and Collaboration:** Seek creative partnerships with the City and stakeholders, including special consideration of the City's housing and community and economic development goals and existing resources and opportunities such as the availability of services, transportation, and amenities and planned city-sponsored improvements; and
- **State Planning Priorities:** Maximize land resources and efficient land use patterns by developing as densely as feasible.

## THE IDEAL RESPONSE TO THIS RFQ

The State seeks responses that:

- Are clear, concise, and to-the-point. Respondents are requested to avoid inclusion of extraneous marketing materials, overly detailed specifications, and other materials that increase the size of the submittal without providing meaningful additional information about Respondent's vision and implementation of the Project objectives.
- Articulate a clear understanding of the State's objectives for the EO and regional and local objectives for the development of each subject site.
- Illustrate the successful track record of the Respondent team (i.e., including the development company and its proposed project manager and any proposed contractors and partners) in financing, developing, managing, and maintaining projects like the one described in this RFQ.
- Identify which sites of the multi-site RFQ that the Respondent team is interested in pursuing for the development of affordable housing (Respondents are welcome to respond to all sites or those of their choosing).

## EVALUATION CRITERIA FOR THIS RFQ

An evaluation panel will identify the most qualified responses to this RFQ.



The State will invite selected Respondent teams to the RFP stage based on the following:

- Respondent Team experience in planning, financing, developing, managing, and maintaining similar development projects, including experience developing affordable housing in California.
- Conceptual development plan (no architectural work required, but the team's ability to hire an architect is important) and the ability of that plan to meet the EO's and State's objectives as described in this RFQ.
- Financial capacity and financial strength of Respondent Team to complete the Project.

## **SUBMISSION REQUIREMENTS FOR THIS RFQ**

No later than 5:00PM Pacific Time on Friday, July 17, 2020, the State must receive from Respondents their response to this RFQ. Respondents may submit their response to the State by submitting their SOQs via email to [joshua.palmer@dgs.ca.gov](mailto:joshua.palmer@dgs.ca.gov).

It is the Respondents sole responsibility to ensure that the SOQ response is timely received by the State. All emails sent by a Respondent will be time-stamped based on the time of receipt of such email.

Submissions must include the following elements and be limited to 30 pages or less:

### **1. RESPONDENT TEAM INTRODUCTION**

- Provide an introduction to the Respondent team that clearly identifies: the team's form of organization (LLC, partnership, etc.) and business headquarters; all equity partners or participants; and any involvement in the control over the Developer entity by such parties and any non-equity members. The complete Respondent team should be established as an integrated group prior to submitting the SOQ.
- If there is more than one proposed developer entity, identify the nature of the affiliation between the proposed developer entities, including roles and responsibilities and summary points on any agreements between the parties in pursuing the Project.
- Identify the Respondent team principals and those authorized to execute and bind the team to an agreement. Include the name and/or title of the person who will be authorized to execute the LOI, ground lease, and regulatory agreement

between the Respondent and the State. Include a brief biography for each member of the Respondent team.

- Describe the four most recent and/or relevant development projects undertaken by Respondent team to date, with information that includes the project name, project location, year developed, project value at completion, development program, formal claims and disputes between project owner and Respondent, and other relevant information such as whether any project was developed pursuant to a ground lease. If Respondent is a group of developers, the history and qualifications of each should be provided. *Optional: Highlight developer qualifications that are adherent to the Low-Income Housing Tax Credit program or other state or federal funding programs, experience in the locality in which the site is located, or any experience using SB-35 in development applications.*
- Provide three project references that the State can contact. The project references should be for projects that are similar to the proposed Project (preferably pursuant to a public-private agreement). Project references should be able to confirm the Respondent's claims of past success in the entitlement and discretionary approval process, participation in public-private joint development partnerships, financing of affordable housing projects, community engagement, use of innovative design or modular construction, and continued management of developments.

## **2. CONCEPTUAL PLAN**

- Provide a description of the conceptual uses and site program you envision for each project site Respondent team is interested in pursuing and any characteristics that you envision such as unique design features, sustainable materials, innovative housing types, onsite or offsite improvements, etc.

## **3. DEMONSTRATION OF FINANCIAL CAPACITY**

- Provide a statement describing the Respondent's experience and track record in securing funding for affordable projects.
- Provide portfolios of similar projects that are now complete and stabilized, including projects with similar financing requirements that were completed within the past three years to illustrate Respondent's ability to obtain equity and debt financing for the Project.
- Describe the proposed approach to obtaining financing for the Project, including any preliminary lender feedback or interest in projects of this type.

#### **4. REPRESENTATIONS**

In their SOQs, Respondents must identify all of the following, as applicable, if any of them occurred within five years of the submission of the SOQ or RFP: defaults, any judgments, court orders, pending litigation, contractual disputes, violation notices, or other matters reflecting a violation of applicable regulations related to the operations or projects undertaken by the Developer entity or any of its individual members or affiliates exercising direct or indirect control over the development entity, including all key persons on the Respondent team.

Respondents must certify the completeness of the information provided in their SOQ submittal. The omission of information that the State deems material (determined in its sole discretion) will result in the submittal being deemed non-responsive. The State will determine, in the State's sole discretion, whether to further review or evaluate SOQs that it deems non-responsive.



## EXHIBIT LIST

- EXHIBIT 1. EO N-06-19
- EXHIBIT 2. Government Code section 14671.2
- EXHIBIT 3. Site Map



## EXHIBIT 1 - EO N-06-19

(Cover Sheet)

**EXECUTIVE DEPARTMENT  
STATE OF CALIFORNIA**

**EXECUTIVE ORDER N-06-19**

**WHEREAS** California is experiencing an acute affordable housing crisis that stifles economic growth, contributes to the homelessness epidemic, consumes an ever-growing share of the paychecks of working families, and holds millions of households back from realizing the California Dream; and

**WHEREAS** nearly 50 percent of California's households cannot afford the cost of housing in their local market; and

**WHEREAS** for decades, California has failed to build enough homes for its growing population at all income levels, ranking 49th in the country in housing production per capita in 2016; and

**WHEREAS** restrictive zoning and land-use policies at the local level are a major cause of the shortfall between California's housing needs and the available supply of housing; and

**WHEREAS** when communities do not build their fair share of housing, the surrounding region must absorb new residents who, as a consequence of a lack of access to affordable housing, suffer from higher rents and longer commutes; and

**WHEREAS** the high cost of land also significantly limits the development of affordable housing in areas with the greatest demand for new housing; and

**WHEREAS** state agencies own thousands of parcels of land throughout the state, some of which exceed those agencies' foreseeable needs; and

**WHEREAS** excess state land is often located in or near urban areas where the need for new housing is acute; and

**WHEREAS** the lack of affordable housing across California is a matter of vital statewide importance; and

**WHEREAS** expanding housing opportunities and solving the affordable housing crisis will require a new level of innovation and cooperation between the public and private sectors; and

**WHEREAS** fostering housing innovation will catalyze new construction industries and spur job growth in the state; and

**WHEREAS** local zoning ordinances do not govern the use of state property, and the State possesses legal authority to enter into low-cost, long-term leasing agreements with housing developers and accelerate housing development on state-owned land as a public use.

**NOW, THEREFORE, I, GAVIN NEWSOM**, Governor of the State of California, by virtue of the power and authority vested in me by the Constitution and statutes of the State of California, do hereby issue this order to become effective immediately:



IT IS HEREBY ORDERED THAT:

1. The Department of General Services shall create a digitized inventory of all state-owned parcels that are in excess of state agencies' foreseeable needs by, among other things, conducting a comprehensive survey of all state-owned land. This inventory shall be completed by no later than April 30, 2019. To meet this deadline, all agencies under my direct executive authority shall support this effort by responding to all inquiries made by the Department of General Services.
2. The Department of General Services, the Department of Housing and Community Development, and the Housing Finance Agency shall collaborate to develop two new screening tools for prioritizing affordable housing development on excess state land. The tools shall be designed to identify and evaluate parcels of excess state land:
  - a. Where housing development is most likely to be economically feasible, accounting for, among other factors, a parcel's size, shape, grading, adjacencies, potential for consolidation, lack of site constraints, and proximity to job centers, education, high-frequency public transportation networks, utilities, and other services and amenities; and
  - b. Where underproduction is impacting housing affordability, accounting for, among other factors, availability of affordable housing in the job and commute sheds, the gap between supply and demand, and the rate of increase in rent.

Both tools shall be developed by no later than March 29, 2019.

3. The Department of General Services, in consultation with the Department of Housing and Community Development, shall apply the new screening tools to the State's inventory of excess state real property. The Department of General Services shall generate a comprehensive map of excess state real estate parcels where development of affordable housing (a) is feasible and (b) will help address regional underproduction. The map shall overlay a graphical representation (*i.e.*, a heat map) of where affordable housing development is most feasible and impactful. By April 30, 2019, the Department shall provide an interim progress report.
4. Where appropriate, state agencies shall consider exchanging excess state land with local governments for other parcels for purposes of affordable housing development and preservation. Parcels shall be exchanged with the goal of maximizing regional capacity to build and preserve affordable housing units.
5. The Department of General Services, in consultation with the Department of Housing and Community Development, shall issue Requests for Proposals on individual parcels and accept proposals from developers of affordable housing interested in entering into low-cost, long-term ground leases of parcels on the priority map.

- a. Requests for Proposals shall address, among other considerations: the number of housing units to be built and preserved; maximization of land resources and level of affordability; feasibility of breaking ground within two years of entering the lease and completing units within three years; the individual cost per unit of construction; the use of renewable construction materials, such as cross-laminated timber; and the developer's demonstrated capacity to complete affordable housing projects.
  - b. Selection of projects shall catalyze and incubate innovative models for construction (such as modular or prefabrication), financing, and workforce development.
  - c. Bidding requirements shall include commitments to pay prevailing wages as required under the law.
6. The Department of General Services, in consultation with the Department of Housing and Community Development, shall begin to implement the above selection process no later than September 30, 2019.
  7. The Department of General Services, the Department of Housing and Community Development, and other state agencies and departments shall use all existing legal and financial authority to expedite and prioritize these developments, including by giving them preference in the award of state funding, pursuant to my further direction. Agencies not under my direct executive authority are requested to do the same.

**IT IS FURTHER ORDERED** that as soon as hereafter possible, this Order shall be filed with the Office of the Secretary of State and that widespread publicity and notice shall be given to this Order.

This Order is not intended to, and does not, create any rights or benefits, substantive or procedural, enforceable at law or in equity, against the State of California, its departments, agencies, or other entities, its officers or employees, or any other person.

**IN WITNESS WHEREOF** I have hereunto set my hand and caused the Great Seal of the State of California to be affixed this 15th day of January 2019.



GAVIN NEWSOM  
Governor of California

**ATTEST:**

ALEX PADILLA  
Secretary of State

## EXHIBIT 2. - Government Code section 14671.2

### GC 14671.2.

Notwithstanding Section 14670, the Director of General Services, with the consent of the state agency concerned and the approval of the governing body of any concerned local agency, may let for any period of time any real property or interest in real property which belongs to the state, when the director deems the letting serves a beneficial public purpose limited to the development of housing, including emergency shelters, or park and recreation facilities. The leases shall be let in accordance with procedures prescribed by the director which facilitate development of housing or park and recreation facilities when such use is compatible with current use and foreseeable future use of the property. All proposed leases shall be reviewed by the State Public Works Board. In all cases, however, at least 25 percent of the housing units developed on state property leased pursuant to this section shall be available for the term of the lease to moderate-income persons as defined by Section 50093 of the Health and Safety Code, 12.5 percent shall be available for the term of the lease to low-income persons as defined by Section 50093 of the Health and Safety Code, and 12.5 percent shall be available for the term of the lease to very low-income persons as defined by Section 50105 of the Health and Safety Code.

In letting leases pursuant to this section, the director shall: (1) give preference to projects which provide for more affordable units than required by the percentages specified in this section; (2) determine that the project is compatible with local planning goals and environmental objectives.

The director may enter into leases pursuant to this section at less than market value, provided that the cost of administering the lease is recovered. The Department of Housing and Community Development shall recommend to the Director of General Services a lease amount which will enable the provision of housing for persons of low and moderate income.

All leases executed pursuant to this section shall contain a recital that the director has found the letting serves the required beneficial public purpose and complies with all provisions of this section, which recital shall be conclusive in favor of lessees from the state and their mortgagees.

*(Amended by Stats. 1985, Ch. 1490, Sec. 1.)*





**EXHIBIT 3 - Site Map**

**MASTER RFQ  
SITES  
JUNE 2020**

CLEARLAKE  
REEDLEY  
RIVERSIDE  
SACRAMENTO  
SAN QUENTIN  
TRUCKEE

[PALMER, JOSHUA@DGS](mailto:PALMER, JOSHUA@DGS)

## ARDEN WAY ARMORY – SACRAMENTO, CA

The property is at 440 Arden Way, Sacramento; Sacramento County, consisting of approximately 1.079 acres of a level buildable site with utilities. The site consists of an approximately 13,295 SF building built in 1949. Parking minimum on the site is eliminated because of the proximity to a Sacramento Regional Transit station. The property is zoned C-2, commercial which allows for residential by-right. Local funding sources include Affordable Housing Bond up to \$100 million and impact fee waivers. Housing developments, which are consistent with all standards and policies, can receive an expedited entitlement process and be approved without a public hearing.

**Parcel numbers: 275-0134-008-0000 & 275-0134-007-0000**

**Acres: 1.069 + 0.010= 1.079 acres**









## SAN QUENTIN – MARIN COUNTY, CA

The proposed site is on the westerly most boundary of the San Quentin Prison buffer zone and comprises approximately four to five acres of a larger parcel. The legal description for the site has not been created at this date. Access is from Sir Francis Drake Boulevard and is immediate east of Drakes Cove Road. Marin County zoning is A2-B2 (Agriculture Limited) and the use code is PF (Public Facility). A Phase I is in process.

**Parcel numbers: 018-152-12 (a portion of)**

**Acres: Approximately four to five acres of a larger 16-acre parcel**





## FORMER CALFIRE OFFICE – RIVERSIDE, CA

The property at 2524 Mulberry Street is the location of the former Region III Headquarters for Cal Fire and is situated just northwest and adjacent to Highway 91 and south of Highway 60. The site is 4.27 acres and is comprised of numerous improvements including 15,000+/- sf of office and 6,000+/- sf of industrial space. The improvements are reportedly in poor condition. The neighborhood is primarily residential immediately to the north and industrial to the northeast and southwest. According to the City of Riverside the zoning is R106 (Business and Manufacturing Park Zone) and the General Plan designation is B/OP (Business/Office Park). An environmental report has not been completed as of this date.

**Parcel numbers: 209-130-003**

**Acres: 4.270**



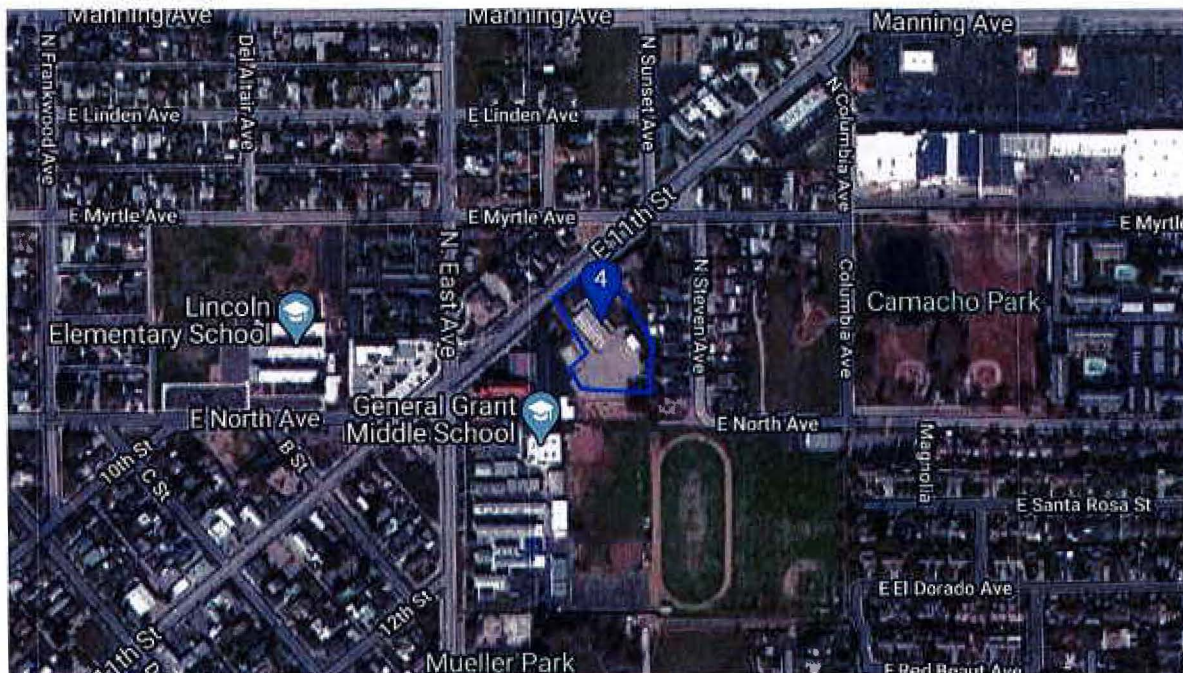


## REEDLEY ARMORY – REEDLEY, CA

The property is at 601 11th Street, Reedley; Fresno County, APN: 370-122-03T, consisting of approximately 2 acres of a level buildable site with utilities. The site consists of an approximately 10,664 SF structure built in 1950. Currently zoned for multi-family residential housing. City is open to impact fee waivers and amenable to streamlining the entitlement process to 90 days. Reedley is interested in affordable housing that would serve Veterans or Seniors.

**Parcel numbers: 370-122-03T**

**Acres: 1.920**

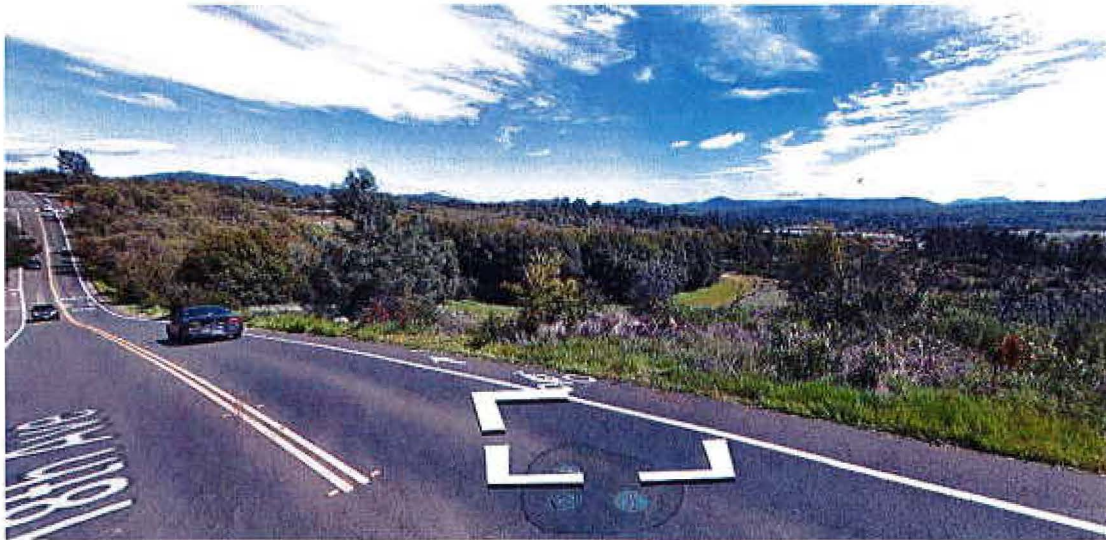




## CLEARLAKE LAND SWAP – CLEARLAKE, CA

Located on the South side of 18th Ave with the Dam Rd. Extension, Clearlake, Lake County consisting of approximately 16 acres. The property is near all major services in the community, the community's largest shopping center, Adventist Health Hospital, and Woodland Community College. A new transit hub for the Lake Transit Authority is planned for a nearby county-owned property. The property can benefit from disaster Area 9% Annual Federal Low-Income Housing Tax Credits: In February 2020, the California Tax Credit Allocation Committee allocated an additional \$98.6 Million in 9% Annual Federal Low-Income Housing Tax Credits to help rebuild from major fires that devastated communities in more than a dozen counties, including Lake County, in 2017 and 2018. Local stakeholders have expressed interest in building housing for veterans, students, and/or medical and hospital support staff.

**Parcel numbers: 010-043-010-000 (County of Clearlake)**  
**Acres: 16.280**





**MINUTES**  
**REEDLEY AIRPORT COMMISSION MEETING**  
 Thursday, March 19, 2020

1. **CALL TO ORDER**

A meeting of the Reedley Airport Commission was held at the Reedley Community Center, 100 N. East Avenue, Reedley, California and called to order by Carl Smith at 4:04 p.m.

2. **ROLL CALL AND INTRODUCTION OF GUESTS**

- A. Commissioners Present: Carl Smith, Chairperson; Butch Agrifoglio, Vice Chairperson; Mark Cacioppo; Anthony Jewell; Joseph Oldham.
- B. Commissioners Absent: None
- C. Staff Present: Sarah Reid, Airport Manager; Elizabeth Amaya, Office Assistant.
- D. Others present: Erik LaCour, President of Clovis RC Club, Conrad Nerdahl, Secretary of the Clovis RC Club

3. **APPROVAL OF MINUTES**

- A. Motion by Commissioner Agrifoglio, seconded by Commissioner Oldham to approve the February 13, 2020 Airport Commission minutes. Motion carried.

4. **PUBLIC DISCUSSION – None.**

5. **ORAL AND WRITTEN COMMUNICATIONS – None.**

6. **UNFINISHED BUSINESS**

- A. **2020 Airport Barbecue Planning** – Reid mentioned to commissioners that as of right now, we are going to continue to move forward with the Airport BBQ planning. The department has seen donations trickling in, and there has been a great job of advertising this event online. Reid encouraged commissioners to continue looking for financial donations and/or raffles prizes. Currently John Johnson is continuing his search for pilots to give free airplane rides; 6 pilots would be ideal. For the next meeting we are hoping to dial in to the smaller details that this event entails. Commissioner Jewell mentioned that Sinclair is willing to donate \$100 gift card for the pilot drawing again. He also acknowledged the presentation of last year's prizes and the attraction that is brought to the children that attended. Reid agrees and ensures that the presentation from last year will be there again this year. Reid asked commissioners about a time that would work to open up the event to public. Considering that people line up early for the free airplane rides, Reid suggested that 8:30 would be an appropriate time for PD explorers to arrive. Plane rides will start 9am. Commissioners showed concern about who would be marshalling the aircrafts. Last year, Dave Richey recruited college students and had sea cadets helping them. Reid will be reaching out to John Johnson to help recruit volunteers for this. Having jobs for the volunteers to do will help with the way the event runs. Commissioner Cacioppo brought up the idea of a fly market where pilots/hangar tenants show off or sell the treasures that they may have, possibly putting it on the same day as the Open House; something to think about for next year.
- B. **Airport Clean-up Day Planning** – The scheduled clean-up day is the first Saturday in May, the 2<sup>nd</sup>. Normally there would be crews or groups that would come out and help in designated spots that need extra attentions. These areas are: around the lights, along the fence, and in other areas. Reid asked if there are groups interested in helping out on that day. Commissioner Jewell mentioned a group called Teen

**MINUTES**  
**REEDLEY AIRPORT COMMISSION MEETING**  
Thursday, March 19, 2020

Challenge would be a great fit. Commissioner Jewell observed the group before and they are hard workers. It was also mentioned if any scout troops would be willing to come out and assist with the clean-up. Reid and Amaya will be contacting both groups. Commissioner Jewell said he would get in contact with the sea cadets to help out.

**7. NEW BUSINESS**

- A. **RC Model Event** – Erik LaCour, President of the Clovis RC Club, explained that the RC Club has been putting this event on for the past 25 years. This event consists of large model airplanes, last year there was approximately 300 models and 3000 spectators attend this event. Both LaCour and Reid agreed that hosting this event will bring attention to the Airport. Contact began back in February; a special event application was put in since this is the first time an event like this has come to Reedley. Reid and LaCour have come up with an agreement similar to Castle's Airport to cover liability. Due to dates of the event, it is recognized that the airport needs to remain open during the Memorial Day weekend. A NOTAM will be issued for pilots, and Airport tenants will be notified. Another solution to pilots flying in/out would be to set specific times. Reid is in contact with the manager of the San Francisco Airports District office for the FAA to submit a safety/operation plan for the Special Event. LaCour reassured the commissioners that if a pilot would need to land immediately, they would accommodate and designate a point a contact that will be on site at all times. Commissioner Jewell suggests that promoting the RC Model event to tenants as a positive item would help with the any concerns. It was recommended from all commissioners to move forward with this event. Commissioner Smith voiced concern regarding any activity around the fuel system and spectators near the taxiway. These concerns will be addressed and revised on the sitemap.

**8. STAFF REPORTS**

- A. Airport Manager- Reid let all Commissioners know that Kayla Cheney, Administrative Assistant had her baby on March 10<sup>th</sup>. She also thanked the Commissioners that attended the Chamber of Commerce dinner on the 29<sup>th</sup> of February.

**9. COMMISSIONERS REPORTS**

- A. Capital Improvements – None.
- B. Landscaping/Parking – The majority of the weed spraying is done. Maintenance staff is working to get the rest of the spots sprayed in hopes that by May 1<sup>st</sup> it'll be clear for the Airport Open House. Staff is also bringing down certain areas with the mower, trying to get the field looking good for the Open House.
- C. Public Relations – None.
- D. Airport Promotion – None.
- E. BMX Track –BMX renewed their agreement for the next 5 years. They also put on a presentation at the last Council meeting. It was mentioned during that meeting that Paul Huebert is a world champion for BMX riding.
- F. Hangar Development – None.
- G. Hangar Vacancies - One hangar opened up in early March, but was quickly filled. The agreement is being finalized to start April 1<sup>st</sup>.



**MINUTES**  
**REEDLEY AIRPORT COMMISSION MEETING**  
Thursday, March 19, 2020

10. **ADJOURNMENT**

As there was no further business to discuss, it was moved by Commissioner Jewell, seconded by Commissioner Agrifoglio to adjourn at 5:34 p.m.



\_\_\_\_\_  
Carl Smith, Chairperson

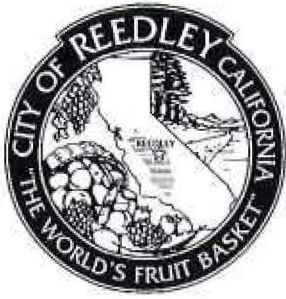


\_\_\_\_\_  
Sarah Reid, Airport Manager



\_\_\_\_\_  
Elizabeth Amaya, Office Assistant

**Next meeting date: April 16, 2020**



## REEDLEY CITY COUNCIL

- ☐ Consent
- ☐ Regular Item
- ☐ Workshop
- ☐ Closed Session
- ☐ Public Hearing
- ☒ Receive/Review

ITEM NO: 12

DATE: July 28, 2020

TITLE: TEMPORARY BUSINESS UTILITY BILL FORGIVENESS PROGRAM REPORT OF UTILIZATION

SUBMITTED: Paul A. Melikian, Assistant City Manager

APPROVED: Nicole R. Zieba, City Manager

### RECOMMENDATION

That the City Council receive and review a report of utilization of the Temporary Business Utility Bill Forgiveness Program, which ended on June 30, 2020.

### EXECUTIVE SUMMARY

In May 2020, the City Council established a Temporary Business Utility Bill Forgiveness Program to provide relief to eligible Reedley businesses affected by the COVID-19 pandemic, by offering up to two months of City utility bill forgiveness, to include charges for water, wastewater and solid waste services. The program was initially funded by a \$25,000 transfer from the City's General Fund Reserve. Due to strong response from Reedley businesses, the program was amended in June 2020 to increase available funding to \$37,000. The enabling resolution included a requirement to report to the City Council on program utilization, including number and amount of forgiveness requests received and processed, to be provided to the City Council in July 2020.

A total of 85 Reedley businesses applied for utility forgiveness, representing 95 individual utility accounts and \$42,918.20 of charges. After a review of all requests, 10 businesses were found to be ineligible for the program based on the provisions established in Resolution No. 2020-045, and were notified. The remaining 75 customers, representing 85 utility accounts, totaled \$36,096.60 in requests. Since all eligible requests were within available program funding, all were approved for utility forgiveness and were notified.

### ATTACHMENTS

Eligible/Funded Requests - Temporary Business Utility Bill Forgiveness program  
Resolutions 2020-045 & 2020-056

**City of Reedley**  
**Temporary Business Utility Bill Forgiveness Program**  
**Eligible/Funded Requests**

Business Name	Business Address	April 2020 Utility Bill Charges	May 2020 Utility Bill Charges	Total Forgiveness Amount
Aleman Realty	1114 G Street	\$ 189.45	\$ 182.15	\$ 371.60
All Tangled Up Salon	1614 11th Street	\$ 88.42	\$ 88.42	\$ 176.84
Brenda's	717 11th Street	\$ 81.12	\$ 81.12	\$ 162.24
Bryan David Eidal OD	1630 11th Street	\$ 96.94	\$ -	\$ 96.94
Carl's Jr	810 N Reed	\$ 732.18	\$ 724.72	\$ 1,456.90
Cortezia Styling Salon	1452 11th Street	\$ 81.12	\$ 81.12	\$ 162.24
Cottonwood Clothing	1036 G Street	\$ 81.12	\$ 81.12	\$ 162.24
Dennis Ikuta DDS	1112 C Street	\$ 296.69	\$ 245.29	\$ 541.98
Divina Misericordia Tienda Religiosa	1406 E Manning #C	\$ 85.38	\$ 92.68	\$ 178.06
E & D's Barber Shop	1057 G Street	\$ 88.42	\$ 88.42	\$ 176.84
El Montes	1726 12th Street	\$ 160.37	\$ 160.37	\$ 320.74
El Rincon Americano	1514 E Manning Ave	\$ 582.73	\$ 612.33	\$ 1,195.06
El Viejon Bar & Grill	1261 G Street	\$ 187.81	\$ 187.81	\$ 375.62
Evergreen Nutricion	1660 12th Street	\$ 106.12	\$ 106.12	\$ 212.24
First Mennonite Church	1208 L Street	\$ 186.41	\$ 179.11	\$ 365.52
First Mennonite Church	1208 L Street	\$ 434.80	\$ 309.00	\$ 743.80
First Mennonite Church	1208 L Street	\$ 28.80	\$ 19.20	\$ 48.00
Fitness Quest Health Club	1601 10th Street	\$ 165.10	\$ 165.10	\$ 330.20
Furniture Town	1255 E Manning	\$ 195.11	\$ 212.81	\$ 407.92
Gnardog Cross Fit	960 G Street	\$ 204.88	\$ 182.98	\$ 387.86
Golden Valley Travel	1210 G Street	\$ 92.68	\$ 85.38	\$ 178.06
Its All That and More Beauty Salon	1134 G Street	\$ 88.42	\$ 81.12	\$ 169.54
J-C Michel	1165 E Manning	\$ 94.08	\$ 94.08	\$ 188.16
Juanitos Mexican Restaurant	819 W Manning	\$ 351.58	\$ 344.28	\$ 695.86
Karam Um DDS	1019 E Street	\$ 98.34	\$ 98.34	\$ 196.68
Kimo's Tropical Wash	790 I Street	\$ 1,636.41	\$ 459.81	\$ 2,096.22
Kings River Veterinary Hospital	819 I Street	\$ 117.62	\$ 81.12	\$ 198.74
La Espiga Bakery	1651 10th Street	\$ 196.33	\$ 196.33	\$ 392.66
La Mision Thrift Store	1612 11th Street	\$ 179.11	\$ 179.11	\$ 358.22
Lavish	1349 I Street	\$ 81.12	\$ 88.42	\$ 169.54
Leo Blendz Barbershop	1312 11th Street	\$ 81.12	\$ 81.12	\$ 162.24
Mainstreet Café	1052 G Street	\$ 344.76	\$ 256.56	\$ 601.32
Mainstreet Café	1048 G Street	\$ 350.36	\$ 233.51	\$ 583.87
Mama's Café	1059 G Street	\$ 89.64	\$ 89.64	\$ 179.28
Mariscos El Tarasco	1474 E Manning Ave	\$ 820.50	\$ 694.70	\$ 1,515.20
Marquez Jewelry	1348 E Manning	\$ 273.93	\$ 273.93	\$ 547.86
Mundo De Sabores	1360 E Manning	\$ 262.76	\$ 145.26	\$ 408.02
Nails World	1548 E Manning	\$ 175.68	\$ 175.68	\$ 351.36
NC Ag Inc	703 G Street	\$ 354.61	\$ 376.61	\$ 731.22
Nearly New Shop	1014 G Street	\$ 152.78	\$ 110.48	\$ 263.26
Nearly New Shop	1014 G Street	\$ 51.18	\$ 51.18	\$ 102.36



New China Garden	1361 I Street	\$ 217.01	\$ 275.41	\$ 492.42
New Image Salon	1126 G Street	\$ 110.32	\$ 88.42	\$ 198.74
No Limit Smoke Shop	1354 E Manning	\$ 64.96	\$ 64.96	\$ 129.92
Ortegas Taqueria	1401 I Street	\$ 580.03	\$ 550.78	\$ 1,130.81
Pasteleria Plaza	1617 11th Street	\$ 120.73	\$ 201.03	\$ 321.76
Pasteleria Plaza	1619 11th Street	\$ 132.79	\$ 113.43	\$ 246.22
Pirate Pizza	1550 E Manning	\$ 174.85	\$ 189.45	\$ 364.30
R Philip Winter, DDS	1420 11th Street	\$ 124.31	\$ 157.75	\$ 282.06
Radical Cross Training	1616 11th Street	\$ 94.08	\$ 94.08	\$ 188.16
Realistic Audio	1430 E Manning	\$ 89.64	\$ 89.64	\$ 179.28
Reedley Buddhist Church	1452 1/2 J Street	\$ 88.42	\$ 88.42	\$ 176.84
Reedley Buddhist Church	2035 15th Street	\$ 101.01	\$ 101.01	\$ 202.02
Reedley Chinese Buffet	955 E Manning		\$ 674.46	\$ 674.46
Reedley Flower Shop	1160 G Street	\$ 189.45	\$ 174.85	\$ 364.30
Reedley Properties	1025 E Manning	\$ 1,262.95	\$ 1,314.75	\$ 1,834.13
Reedley Properties	1025 E Manning	\$ -	\$ 743.57	\$ 743.57
Reedley River City Theatre Company	1720 10th Street	\$ 204.82	\$ 204.82	\$ 409.64
Reedley River City Theatre Company	1720 10th Street	\$ 59.30	\$ 52.00	\$ 111.30
Reedley Sandwich Shop	1154 G Street	\$ 127.03	\$ 119.73	\$ 246.76
Rios Appliances	1149 I Street	\$ 88.42	\$ 110.32	\$ 198.74
Sam's Shoe Store	1127 G Street	\$ 92.68	\$ 92.68	\$ 185.36
Sansei Japanese Restaurant	1135 E Manning		\$ 328.45	\$ 328.45
Second Chance Thirft Store	1161 G Street	\$ 88.42	\$ 81.12	\$ 169.54
Sincere Ying Cheong HN Inc	850 I Street	\$ 276.71	\$ 269.41	\$ 546.12
Sparkle Skin & Body	1721 11th Street	\$ 106.12	\$ 106.12	\$ 212.24
St Anthony's Catholic Church	1060 F Street	\$ 376.10	\$ 332.30	\$ 708.40
St Anthony's Catholic Church	1018 N Frankwood	\$ 334.27	\$ 334.27	\$ 668.54
Super Burger Drive In	1295 E Manning		\$ 767.07	\$ 767.07
Sweet Destination	1115 G Street			\$ 1.60
Telesmanic Rehabilitation dba Reedley Physical Therapy	746 G Street	\$ 158.38	\$ 143.78	\$ 302.16
The Bear Club, LLC	1695 E Manning	\$ 269.41	\$ 269.41	\$ 538.82
The Luxe LLC	1109 G Street	\$ 92.68	\$ 92.68	\$ 185.36
The Nest	1034 G Street	\$ 92.68	\$ 85.38	\$ 178.06
The Real Deal Barbershop	1340 G Street	\$ 81.12	\$ 81.12	\$ 162.24
The Wake House	850 N Kings River Rd	\$ 935.21	\$ 883.45	\$ 1,818.66
T-Mobile - Exclusive Wireless	1078 E Manning	\$ 85.38	\$ 92.68	\$ 178.06
Uncle Harry's Classic Meals	1201 G Street	\$ 212.37	\$ 212.37	\$ 424.74
Vic's Barber Shop	1033 G Street	\$ 131.72	\$ 131.72	\$ 263.44
Video Repair Service	1623 11th Street	\$ 88.42	\$ 81.12	\$ 169.54
West Coast Mennonite	1010 G Street		\$ 110.48	\$ 110.48
West Coast Mennonite	1012 G Street		\$ 103.18	\$ 103.18
World Financial Group	1044 G Street	\$ 106.12	\$ 113.42	\$ 219.54
Xcelerate Fitness	555 I Street	\$ 720.81	\$ 506.71	\$ 1,227.52
Zemos Salon	1711 11th Street	\$ 88.42	\$ 81.12	\$ 169.54
Total				\$ 36,096.60

**RESOLUTION NO. 2020-045**

**A RESOLUTION OF THE CITY COUNCIL OF THE CITY OF  
REEDLEY ADOPTING A TEMPORARY BUSINESS UTILITY  
BILL FORGIVENESS PROGRAM**

**WHEREAS**, as a response to the COVID-19 pandemic, on March 19, 2020, Governor Newsom issued Executive Order N-33-20 directing all residents immediately to heed current State public health directives to stay home, except as needed to maintain continuity of operations of essential critical infrastructure sectors and additional sectors as the State Public Health Officer may designate as critical to protect health and well-being of all Californians; and

**WHEREAS**, the Executive Order required businesses that were deemed “non-essential” to shut down; and

**WHEREAS**, some Reedley businesses were impacted by the Executive Order and had to cease operations and currently have little or no revenue coming in;

**WHEREAS**, the City Council desires to provide relief to these effected businesses by offering up to two months of City utility bill forgiveness, to include charges from water, wastewater and solid waste services; and

**WHEREAS**, although Water, Wastewater, and Solid Waste enterprise funds are not eligible to be used for utility rate forgiveness, the General Fund Reserve is eligible for this purpose.

**NOW, THEREFORE, BE IT RESOLVED THAT** a temporary Business Utility Bill Forgiveness Program is hereby established using the provisions identified below, and shall remain in effect until June 30, 2020, or modified or rescinded by subsequent resolution of the City Council.

1. The program will be funded from a \$25,000 allocation from the City General Fund Reserve.
2. This program is only applicable to businesses. Residential utility billing is not part of this program.
3. Businesses that were forced to shut down to walk-in customers because they are deemed “non-essential” are eligible for up to two months of City utility bill forgiveness. All restaurants, regardless of whether they were closed or only open for take-out/pick-up/delivery, are eligible. Businesses must apply and attest that they have been closed for the months of April and May 2020, or portion thereof.
4. Businesses that have not yet paid for April and May 2020 may apply for forgiveness of their outstanding balance.
5. Businesses that have already paid for the months of April and May 2020 can request up to a two month credit on their utility account.
6. Program funds will be distributed on a first come, first served basis until funding is exhausted or replenished with additional allocations.
7. Only businesses with active and valid business licenses with the City of Reedley are eligible for forgiveness. Businesses that had already been delinquent in their utility accounts are eligible for this




program, but will still be considered in delinquent status for any amounts not forgiven, and must continue to make progress on their repayment schedule.

8. Property owners who pay utilities on behalf of shuttered tenants are only eligible for this program if they did not receive rent from shuttered businesses and attest to that.
9. The City Manager and Assistant City Manager are authorized to implement the temporary Business Utility Bill Forgiveness Program, including promulgation of program rules not enumerated in this resolution.
10. All applications/requests for utility bill forgiveness must be received by end of business June 30, 2020 to be considered.
11. A report of program utilization, including number and amount of forgiveness requests received and processed, will be provided to the City Council in July 2020.

This foregoing resolution is hereby adopted this 19<sup>th</sup> day of May, 2020, by the following vote:

AYES:	Beck, Fast, Pinon.
NOES:	Soleno.
ABSTAIN:	None.
ABSENT:	Betancourt.

ATTEST:

  
Sylvia Plata, City Clerk

  
Frank Piñon, Mayor





**RESOLUTION NO. 2020-056**

**A RESOLUTION OF THE CITY COUNCIL OF THE CITY OF  
REEDLEY AMENDING THE TEMPORARY BUSINESS UTILITY  
BILL FORGIVENESS PROGRAM**

**WHEREAS**, as a response to the COVID-19 pandemic, on March 19, 2020, Governor Newsom issued Executive Order N-33-20 directing all residents immediately to heed current State public health directives to stay home, except as needed to maintain continuity of operations of essential critical infrastructure sectors and additional sectors as the State Public Health Officer may designate as critical to protect health and well-being of all Californians; and

**WHEREAS**, the Executive Order required businesses that were deemed “non-essential” to shut down, and some Reedley businesses were impacted by the Executive Order and had to cease operations and currently have little or no revenue coming in; and

**WHEREAS**, the City Council desires to provide relief to these effected businesses by offering up to two months of City utility bill forgiveness, to include charges from water, wastewater and solid waste services; and

**WHEREAS**, the City Council adopted Resolution 2020-045 on May 19, 2020 establishing a temporary Business Utility Bill Forgiveness Program;

**WHEREAS**, applications for utility bill forgiveness currently exceed available funding, and the City Council desires to allocate additional funding so that more business owners can be provided relief.

**NOW, THEREFORE, BE IT RESOLVED THAT** the temporary Business Utility Bill Forgiveness Program is hereby amended using the provisions identified below, and shall remain in effect until June 30, 2020, or modified or rescinded by subsequent resolution of the City Council.

1. The program will be funded from an additional \$12,000 allocation from the City General Fund Reserve, for total program funding of \$37,000
2. All other program provisions shall remain in place as adopted by Resolution No. 2020-045

This foregoing resolution is hereby adopted this 23<sup>rd</sup> day of June, 2020, by the following vote:

AYES: Beck, Soleno, Betancourt, Fast, Pinon.

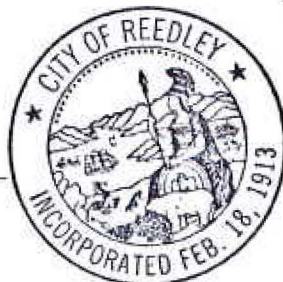
NOES: None.


ABSTAIN: None.

ABSENT: None.

ATTEST:

  
Sylvia Plata, City Clerk



  
Frank Piñon, Mayor

#13

Reedley's River City Theatre Company  
Report to the City of Reedley  
For the period April 1, 2020 – June 30, 2020.

- Due to the COVID-19 pandemic, the Opera House remained dark throughout the months of April, May and June.

Respectfully Submitted,

Mark A Luzania, President RCTC Board of Directors

7:31 AM  
07/21/20  
Cash Basis

**Reedley's River City Theatre Company**  
**Profit & Loss**  
April through June 2020

	Apr - Jun 20
Ordinary Income/Expense	
Income	
Annual Membership Sponsors	320.32
Production Income	
Ticket Sales	-61.00
Total Production Income	-61.00
Rental Income	768.00
Total Income	1,027.32
Gross Profit	1,027.32
Expense	
Advertising	279.90
Bank Ser & CC charges	531.62
Food/Beverage	
Desserts	260.02
Kitchen Supplies	245.48
Food/Beverage - Other	135.46
Total Food/Beverage	640.96
Insurance	
Liability Insurance	157.60
Workman's Comp Insurance	156.00
Total Insurance	313.60
Office	
Equipment	
Office Phone	200.52
Equipment - Other	14.99
Total Equipment	215.51
Info System	40.94
Supplies	60.41
Office - Other	55.93
Total Office	372.79
Rent Expense	
Storage	253.00
Rent Expense - Other	1,000.00
Total Rent Expense	1,253.00
Repairs and Maintenance	
Disposal	777.76
Total Repairs and Maintenance	777.76
Streetscape	29.00
Taxes, Licenses, Fees	
CA Sales Tax	67.00
Taxes, Licenses, Fees - Other	498.87
Total Taxes, Licenses, Fees	565.87
Telephone	200.57
Total Expense	4,965.07
Net Ordinary Income	-3,937.75
Other Income/Expense	
Other Income	



7:31 AM  
07/21/20  
Cash Basis

**Reedley's River City Theatre Company**  
**Profit & Loss**  
April through June 2020

	Apr - Jun 20
Contributions	
Production Donation	7.85
Total Contributions	7.85
Total Other Income	7.85
Net Other Income	7.85
Net Income	-3,929.90

7:33 AM  
07/21/20  
Cash Basis

**Reedley's River City Theatre Company**  
**Balance Sheet**  
As of June 30, 2020

	<u>Jun 30, 20</u>
<b>ASSETS</b>	
<b>Current Assets</b>	
Checking/Savings	
Box Office Till	-45.00
Checking RCTC	172.98
RCTC Savings	10,553.33
<b>Total Checking/Savings</b>	<u>10,681.31</u>
<b>Total Current Assets</b>	10,681.31
<b>Fixed Assets</b>	
Furniture, fixtures, & equip	4,167.60
<b>Total Fixed Assets</b>	<u>4,167.60</u>
<b>TOTAL ASSETS</b>	<u><b>14,848.91</b></u>
<b>LIABILITIES &amp; EQUITY</b>	
<b>Liabilities</b>	
<b>Current Liabilities</b>	
Other Current Liabilities	
Sales Tax Payable	-8,886.83
<b>Total Other Current Liabilities</b>	<u>-8,886.83</u>
<b>Total Current Liabilities</b>	<u>-8,886.83</u>
<b>Total Liabilities</b>	-8,886.83
<b>Equity</b>	
Retained Earnings	12,528.79
Retained Earnings Adjustments	16,386.73
Net Income	-5,179.78
<b>Total Equity</b>	<u>23,735.74</u>
<b>TOTAL LIABILITIES &amp; EQUITY</b>	<u><b>14,848.91</b></u>