

**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, SEPTEMBER 12, 2023

**Meeting Held in the Council Chambers
845 "G" Street, Reedley, California
www.reedley.ca.gov**

The Council Chambers are accessible to the physically disabled. Requests for additional accommodations for the disabled, including auxiliary aids or to request translation services, should be made 48 hours 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.

The meeting will be webcast and accessed at: <http://www.reedley.com/livestream.php>

PLEASE SEE LAST PAGE OF AGENDA FOR ZOOM PARTICIPATION INSTRUCTIONS

Anita Betancourt, Mayor

Matthew Tuttle, Mayor Pro Tem
Mary Fast, Council Member

Suzanne Byers, Council Member
Scott Friesen, Council Member

MEETING CALLED TO ORDER

INVOCATION- Jose L. Garza

PLEDGE OF ALLEGIANCE

ROLL CALL

AGENDA APPROVAL – ADDITIONS AND/OR DELETIONS

PRESENTATION

1. INTRODUCTION OF NEW POLICE OFFICERS
2. DONATION OF FIRE PUMPER TO VALLEY REGIONAL OCCUPATION PROGRAM

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 and a recommended action for each item is included, and will be voted upon as one item. If a Councilmember has questions, requests additional information, or wishes to comment on an item, the vote should not be taken until after questions have been addressed or comments made, and the public has had an opportunity to comment on the **Consent Agenda** items. If a Councilmember wishes to have an item considered individually or change the recommended action, then the item should be removed and acted upon as a separate item. A Councilmember's vote in favor of the **Consent Agenda** is considered and recorded as a separate affirmative vote in favor of each action listed. For adoption of ordinances, only those that have received a unanimous vote upon introduction are considered **Consent** items.

CONSENT AGENDA (Item 3-8)

3. APPROVAL OF MINUTES OF THE REGULAR COUNCIL MEETING OF AUGUST 8, 2023
- (City Clerk)
Staff Recommendation: Approve
4. APPROVE AND AUTHORIZE THE CITY MANAGER TO SIGN AN AGREEMENT WITH PRECISION CIVIL ENGINEERING, INC. TO PERFORM ON-CALL PROFESSIONAL SERVICES FOR THE COMMUNITY DEVELOPMENT DEPARTMENT AS NEEDED-
(Community Development)
Staff Recommendation: Approve
5. APPROVE AND AUTHORIZE THE CITY MANAGER TO EXECUTE A MEMORANDUM OF UNDERSTANDING WITH PALM VILLAGE RETIREMENT COMMUNITY TO ADOPT A MEDIAN-(Public Works)
Staff Recommendation: Approve
6. APPROVE AND AUTHORIZE THE CITY MANAGER TO EXECUTE A MEMORANDUM OF UNDERSTANDING WITH THE REEDLEY MUSEUM FOR INSTALLATION OF A STREETLIGHT BANNER-(Public Works)
Staff Recommendation: Approve
7. CONSIDER THE FOLLOWING ITEMS (A) AND (B) FOR COMMUNITY DEVELOPMENT BLOCK GRANT (CDBG) PROJECT NO. 21571, E STREET RECONSTRUCTION FROM TENTH STREET TO TWELFTH STREET

- A. ADOPT BUDGET RESOLUTION NO. 2023-064 AMENDING THE FISCAL YEAR 2023-2024 BUDGET TO APPROPRIATE AVAILABLE FUNDS IN THE AMOUNT OF \$422,348 FOR CDBG PROJECT NO. 21571, E STREET RECONSTRUCTION FROM TENTH STREET TO TWELFTH STREET
- B. ADOPT RESOLUTION NO. 2023-065 AWARDED A CONSTRUCTION CONTRACT TO EMMETT VALLEY CONSTRUCTION FOR CDBG PROJECT NO. 21571, E STREET RECONSTRUCTION FROM TENTH STREET TO TWELFTH STREET

(Engineering)

Staff Recommendation: Approve

- 8. CONSIDER THE FOLLOWING ITEMS (A) AND (B) FOR TRACT 6178, FRANKWOOD COMMONS:
 - A. ADOPT RESOLUTION NO. 2023-066 ACCEPTING THE PUBLIC IMPROVEMENTS CONTAINED IN PHASE 1 OF TRACT 6178, FRANKWOOD COMMONS, AND AUTHORIZE THE CITY ENGINEER TO FILE A NOTICE OF COMPLETION WITH THE COUNTY OF FRESNO RECORDER'S OFFICE
 - B. ADOPT RESOLUTION NO. 2023-067, ACCEPTING THE PUBLIC IMPROVEMENTS CONTAINED IN PHASE 3 OF TRACT 6178, FRANKWOOD COMMONS, AND AUTHORIZE THE CITY ENGINEER TO FILE A NOTICE OF COMPLETION WITH THE COUNTY OF FRESNO RECORDER'S OFFICE

(Engineering)

Staff Recommendation: Approve

ADMINISTRATIVE BUSINESS

- 9. ADOPT ORDINANCE NO. 2023-008, AN URGENCY ORDINANCE OF THE CITY COUNCIL OF THE CITY OF REEDLEY TEMPORARILY PLACING A MORATORIUM ON THE ESTABLISHMENT OF ANY NEW USES CONCERNING WAREHOUSING AND OR LABORATORIES WITH BIOSAFETY LEVELS (BSL) 2 THROUGH 4 WITHIN THE CITY-Report, discussion and/or other Council action to approve, modify, and/or take other action as appropriate.-(Community Development)
Staff Recommendation: Approve
- 10. CONSIDERATION OF ITEMS PERTAINING TO THE DESIGN AND PLACEMENT OF A MURAL ON THE SOUTH-FACING WALL AND EAST-FACING WALL OF THE REEDLEY MUSEUM BUILDING, LOCATED AT 1752 10TH STREET (APN: 368-162-16T)
 - A. ADOPT ENVIRONMENTAL ASSESSMENT NO. 2023-01 MAKING A FINDING OF NO POSSIBILITY OF A SIGNIFICANT EFFECT, AND DECLARING THE ACTIVITY IS NOT SUBJECT TO CEQA
 - B. APPROVE SIGN PERMIT APPLICATION NO. 2023-02 FOR THE DESIGN AND PLACEMENT OF A MURAL ON THE SOUTH-FACING WALL AND

EAST-FACING WALL OF THE REEDLEY MUSEUM BUILDING, LOCATED
AT 1752 10TH STREET

Report, discussion and/or other Council action to approve, modify, and/or take other action
as appropriate.-(Community Development)
Staff Recommendation: Approve

WORKSHOP

11. PRESENTATION AND INFORMATION PERTAINING TO CENTRAL VALLEY SALINITY
ALTERNATIVES FOR LONG-TERM SUSTAINABILITY(CV-SALTS). – Public Works

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.

12. REEDLEY'S RIVER CITY THEATRE COMPANY, PROFIT & LOSS STATEMENT FOR
THE PERIOD OF NOVEMBER 2022 – JULY 2023– Community Services
13. REEDLEY PLANNING COMMISSION MINUTES OF REGULAR MEETING OF JUNE 15,
2023 – Community Services

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

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 7th day of September 2023.


Ruthie Greenwood, City Clerk

Zoom Participation:

The City Council is encouraging members of the public to observe and participate in the Council meeting virtually, to maximize the safety of all meeting participants. Reasonable efforts will be made to allow written and verbal comments from participants communicating with the host of the virtual meeting. To do so, participants may “raise their hand” during public comment portions of the meeting using the electronic feature on the zoom program, and the City Clerk will inform the Mayor of the participant’s desire to provide public comment. Due to the new, untested format of these meetings, the City cannot guarantee that participants who wish to provide public comment will occur as expected. The “chat” feature on Zoom will not be monitored or used during the meeting. Members of the public who wish to provide written comments are encouraged to submit their comments to the City Clerk at ruthie.greenwood@reedley.ca.gov by the close of business one day prior to the start of the meeting to ensure that the comments will be available to the City Council. Please indicate the agenda item number to which the comment pertains. Written comments that do not specify a particular agenda item will be

marked for the general public comment portion of the meeting. A copy of any written comment will be provided to the City Council at the meeting. Please note that written comments received will not be read aloud during the meeting, but will be included with the meeting minutes.

Dates to Remember:

September 26, 2023—Regular Council Meeting

October 10, 2023 —Regular Council Meeting

REEDLEY CITY COUNCIL MEETING –August 8, 2023

A complete audio record of the minutes is available at www.reedley.ca.gov

The meeting of Reedley City Council called to order by Mayor Betancourt at 7:00 p.m. on Tuesday, August 8, 2023 in the City Hall Council Chambers, 845 “G” Street, Reedley, California.

INVOCATION – Pastor Matt Harder, Reedley Mennonite Brethren Church

PLEDGE OF ALLEGIANCE

The Pledge of Allegiance was led by Council Member Byers.

ROLL CALL

Council Members

Present: Suzanne Byers, Mary Fast, Scott Friesen, Matthew Tuttle, Anita Betancourt

Absent: None.

AGENDA APPROVAL – ADDITIONS AND/OR DELETIONS

Council Member Byers motioned, Council Member Friesen seconded to accept and approve agenda.

Motion unanimously **carried**.

PRESENTATION

1. PRESENTATION INTRODUCTION OF NEW BUILDING OFFICIAL

Community Development Director, Rodney Horton introduced Eric Pankratz as the new building official. Council and Staff welcomed Mr. Pankratz to the City of Reedley.

PUBLIC COMMENT

None.

CONSENT AGENDA (Item 2-5)

Council Member Tuttle requested to discuss item 7 prior to the vote. City Engineer, Marilu Morales answered questions about the item.

Council Member Fast moved, Council Member Byers seconded to accept, approve and adopt all items listed under the **CONSENT AGENDA**.

- 2. APPROVAL OF MINUTES OF THE REGULAR COUNCIL MEETING OF JULY 25, 2023 - *Approved*
- 3. APPROVE MAYOR’S NOMINATION TO FILL TWO VACANCIES ON THE STREETSCAPE MAINTENANCE COMMITTEE – *Approved*
- 4. SECOND READING AND ADOPTION OF ORDINANCE NO. 2023-005, AN ORDINANCE OF THE CITY COUNCIL OF THE CITY OF REEDLEY APPROVING REZONE APPLICATION NO. 2023-01 AND AUTHORIZING THE AMENDMENT OF THE OFFICIAL ZONING MAP OF THE CITY OF REEDLEY - 261 EAST NORTH AVENUE (APNS: 368-183-01, 368-183-01, AND 368-183-03)– *Approved*
- 5. ADOPT RESOLUTION NO. 2023-062, ACCEPTING THE CONSTRUCTION IMPROVEMENTS FOR THE REEDLEY ALLEY PAVING 2020 PROJECT AND AUTHORIZE THE CITY ENGINEER TO FILE A NOTICE OF COMPLETION WITH THE COUNTY OF FRESNO RECORDER’S OFFICE– *Approved*
- 6. ADOPT RESOLUTION NO. 2023-063, ACCEPTING THE PUBLIC IMPROVEMENTS CONTAINED IN PHASE 2 OF TRACT 6178, FRANKWOOD COMMONS NO 2, AND AUTHORIZE THE CITY ENGINEER

REEDLEY CITY COUNCIL MEETING –August 8, 2023

TO FILE A NOTICE OF COMPLETION WITH THE COUNTY OF FRESNO RECORDER'S OFFICE–
Approved

7. CONSIDER THE FOLLOWING ITEMS (A) AND (B) FOR THE MANNING AVE PAVEMENT REHAB PHASE 3 PROJECT:
- A. ADOPT BUDGET RESOLUTION NO. 2023-058 AMENDING THE FISCAL YEAR 2023-2024 BUDGET TO APPROPRIATE AVAILABLE FUNDS IN THE AMOUNT OF \$4,013,171 FOR THE MANNING AVE PAVEMENT REHAB PHASE 3 PROJECT
 - B. ADOPT RESOLUTION NO. 2023-059 AWARDED A CONSTRUCTION CONTRACT TO EMMETT'S EXCAVATION, INC. FOR THE MANNING AVE PAVEMENT REHAB PHASE 3 PROJECT

– Approved

8. APPROVAL OF ITEMS PERTAINING TO THE SENIOR CONGREGATE MEAL PROGRAM AT THE REEDLEY SENIOR CENTER:
- A. ADOPT RESOLUTION NO. 2023-060 AUTHORIZING THE CITY MANAGER TO EXECUTE CONTRACT NO. 23-0171ARP AND ALL SUPPORTING DOCUMENTS WITH THE FRESNO-MADERA AREA AGENCY ON AGING (FMAAA)
 - B. ADOPT RESOLUTION NO. 2023-061 AMENDING THE 2023-24 CITY OF REEDLEY ADOPTED BUDGET APPROPRIATING \$17,980 IN FUND 027 SENIOR CITIZENS NUTRITION GRANT TO FUND THE SENIOR CONGREGATE MEAL PROGRAM

– Approved

PUBLIC HEARING

9. CONDUCT A PUBLIC HEARING AND ADOPT RESOLUTION NO. 2023-050, A RESOLUTION OF THE CITY COUNCIL OF THE CITY OF REEDLEY APPROVING ENVIRONMENTAL ASSESSMENT NO. 2023-06, AND DENYING THE APPEAL AND UPHOLDING THE ACTION OF THE PLANNING COMMISSION TO DENY TENTATIVE PARCEL MAP APPLICATION NO. 2023-03 WHICH PERTAINS TO AUTHORIZING THE SUBDIVISION OF AN EXISTING 4.8-ACRE PARCEL LOCATED AT 8350 SOUTH FRANKWOOD AVENUE INTO FOUR PARCELS FOR FUTURE SINGLE-UNIT AND MULTI-UNIT RESIDENTIAL DEVELOPMENT

Community Development Director, Rodney Horton explained the purpose of this item would be adopting resolution number 2023-050 which would approve the environmental assessment number 2023-06 and denying the appeal and upholding the action of the Planning Commission. This would deny tentative parcel map application 2022-03 which pertains to authorizing the subdivision of an existing 4.8 acre parcel located at 8350 S. Frankwood Avenue into four parcels for future single-unit and multi-unit residential development. As a condition for approval of the tentative map application, the City of Reedley required, and the applicant opposed, construction of a road extending North East Avenue north through parcel 4 as well as East Evergreen Avenue west through parcel 4 to provide public access the subject parcel. Construction and dedication of public infrastructure are a standard requirement. The applicant wants to offer dedication of the future roadway to the city of Reedley but does not want to construct the road until the proposed parcel #4 is completed. Since it is possible that parcel #4 would never develop, and as a result the road would not be built.

On June 14, 2023 the item was heard before the Reedley Planning Commission. At that meeting the Reedley Planning Commission unanimously denied the tentative parcel map. On June 26, 2023 the applicant submitted an appeal with the City Clerk.

Nick Sahota with Central Valley Engineering and Surveying spoke regarding the project.

Public Hearing Opened: 7:30 p.m.

Public Hearing Closed: 7:31 p.m.

REEDLEY CITY COUNCIL MEETING –August 8, 2023

Council Member Friesen motioned and Member Fast seconded to CONDUCT A PUBLIC HEARING AND ADOPT RESOLUTION NO. 2023-050, A RESOLUTION OF THE CITY COUNCIL OF THE CITY OF REEDLEY APPROVING ENVIRONMENTAL ASSESSMENT NO. 2023-06, AND DENYING THE APPEAL AND UPHOLDING THE ACTION OF THE PLANNING COMMISSION TO DENY TENTATIVE PARCEL MAP APPLICATION NO. 2023-03 WHICH PERTAINS TO AUTHORIZING THE SUBDIVISION OF AN EXISTING 4.8-ACRE PARCEL LOCATED AT 8350 SOUTH FRANKWOOD AVENUE INTO FOUR PARCELS FOR FUTURE SINGLE-UNIT AND MULTI-UNIT RESIDENTIAL DEVELOPMENT

Motion unanimously **carried**.

10. UPDATE TO THE COUNCIL ON ABATEMENT EFFORTS AT 850 I STREET – NO ACTION

City Manager Nicole Zieba provided an update regarding the abatement efforts at 850 I Street. Ms. Zieba shared the history of the company who has moved to the 850 I Street property and provided an in depth report of where the City of Reedley is at today with the property.

Code Enforcement Officer Jesalyn Harper discussed the abatement process and costs.

Fresno County Board of Supervisor Nathan Magsig addressed Council and the community regarding the collaboration between the City of Reedley and the County of Fresno.

Council asked questions regarding the process which were answered by Ms. Zieba and Ms. Harper

Public Comment:

John Powell shared his experience and professional background. Mr. Powell stated that he listened to the KMJ interview that City Manager participated in and felt local response was textbook.

Mari Garcia stated she disagreed with how the situation was handled.

Angela Griffiths discussed that it is possible that this is happening somewhere else in the state or country and that there should be more state or federal accountability.

Shelley Freeman stated this didn't just affect the City of Reedley but it affects everyone in the United States. Ms. Freeman asked if the City of Reedley is receiving any state funding.

Robert and Kathy Huebert they are proud to live and work in Reedley. It was a difficult situation and thanked City Manager and staff for handling it appropriately.

Robert Baylon felt some of the things were handled properly however other things were not handled properly.

Debbie Larson on zoom asked about the waste inspections and hazardous materials response.

Lee on Zoom thanked City Manager for doing a good job and shared there is a lot of misinformation in the community.

City Manager, Nicole Zieba responded to the questions that were asked by the community members.

Olivia Castillo shared her concern about the children at the Reedley High School.

George Nord complimented staff on how they handled the situation.

Reda Bennani on zoom praised staff for handling what should have been taken care of at the federal level.

Matthew Cazares inquired when Council was notified of the situation.

Tatjana on zoom stated that the community should support City of Reedley staff as they address issues around town.

BREAK

REEDLEY CITY COUNCIL MEETING –August 8, 2023

8:52PM-9:02PM

COUNCIL REPORTS

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

Council Member Fast:

- Attended a Council of Governments meeting and provided a brief update
- Discussed the Reedley Street Eats and 100 year anniversary of the Bandshell event she attended

Council Member Byers:

- Shared about pickleball is at the community center
- Mentioned the Senior luncheon she attended

Council Member Tuttle:

- Also discussed the Council of Governments meeting and provided a brief report
- Mentioned the Kings Canyon Unified School District event he attended

STAFF REPORTS

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

City Manager Nicole Zieba:

- Discussed upcoming council meeting schedule
- Shared information regarding the water levels in the river and provided an update

Police Chief Garza

- Mentioned the 5th annual Cops, Jocks and Kids sports camp with is in partnership with the Community Center

Community Development Director Rodney Horton

- Provided and update regarding the housing element
- Discussed the upcoming Reedley Street Eats event

ADJOURNMENT

Mayor Betancourt adjourned the regular meeting at 9:18 p.m.

Mayor Anita Betancourt

ATTEST:

Ruthie Greenwood, City Clerk




REEDLEY CITY COUNCIL


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

ITEM NO: 4

DATE: September 12, 2023

TITLE: APPROVE AND AUTHORIZE THE CITY MANAGER TO SIGN AN AGREEMENT WITH PRECISION CIVIL ENGINEERING, INC. TO PERFORM ON-CALL PROFESSIONAL SERVICES FOR THE COMMUNITY DEVELOPMENT DEPARTMENT AS NEEDED

SUBMITTED: Rodney L. Horton 
Community Development Director

APPROVED: Nicole R. Zieba 
City Manager

RECOMMENDATION

Approve and authorize the City Manager to sign an agreement with Precision Civil Engineering, Inc. to perform on-call professional services for the Community Development Department as needed.

EXECUTIVE SUMMARY

The Community Development Department consists of the Planning and Building Divisions. Each division is responsible for highly technical and complex assignments associated with the approval and development of structures within the community. On-call consultant assistance is needed when workload capacity may impact the Department's responsiveness to certain development projects. The Department remains fully to processing entitlement applications in a timely fashion.

The Department desires to ensure quality customer service to the residents and development community by having an additional professional service provider. Staff does anticipate utilizing the services of Precision Civil Engineering, Inc. due to consistently strong development activity projected to continue for at least the next two years.

ENVIRONMENTAL FINDINGS

Staff has conducted a review and has determined that it is exempt from the California Environmental Quality Act (CEQA) pursuant to CEQA Guidelines Section 15061(b)(3) under the common sense exemption that CEQA applies only to projects which have the potential for causing a significant effect on the environment. Because the proposed action is for Council to

authorize the City Manager to enter into an agreement with Precision Civil Engineering, Inc. to provide on-call professional services, it can be seen with certainty that there is no possibility that providing an agreement with Precision Civil Engineering, Inc. may have a significant effect on the environment. Therefore, this action is exempt from CEQA pursuant to CEQA Guidelines Section 15061(b)(3).

FISCAL IMPACT

There is no negative impact to the City given that the costs of service are determined per-project, and are paid by the applicant needing their entitlement application approved.

ATTACHMENTS

1. Draft Agreement with Precision Civil Engineering, Inc.

PROFESSIONAL SERVICES AGREEMENT

THIS AGREEMENT is made and entered into this ___ day of September, 2023 (the effective date) by and between The City of Reedley, hereinafter referred to as "CITY", and Precision Civil Engineering, Inc., hereinafter referred to as "CONSULTANT".

IN CONSIDERATION of the covenants to hereinafter set forth, the parties hereto mutually agree as follows:

RECITALS

WHEREAS, CITY desires to obtain consultant services in connection with environmental analysis, land use and planning; and

WHEREAS, CONSULTANT is engaged in the business of furnishing technical and expert services in the fields of environmental analysis, land use and planning, and hereby represents that it desires to and is professionally and legally capable of performing the services called for by this Agreement; and

WHEREAS, this Agreement will be administered for CITY by City Manager Nicole R. Zieba, with Project Management overseen by Community Development Director Rodney L. Horton.

AGREEMENT

NOW, THEREFORE, in consideration of the forgoing recitals which are part of this Agreement and the terms and conditions hereinafter contained, it is mutually agreed as follows:

1. Scope of Services. CONSULTANT shall perform to the satisfaction of CITY services as requested by CITY relating to pursuant to Exhibit "A" which is incorporated herein by reference.
2. Term of Agreement. This Agreement shall be effective from the date first set forth above and shall continue in full force and effect through June 30, 2024 subject to any earlier termination in accordance with this Agreement.
3. Compensation. CONSULTANT'S sole compensation for satisfactory performance of all services required or rendered pursuant to this Agreement shall be pursuant to Exhibit "B," which is incorporated herein by reference.
4. Termination. Either party may terminate this Agreement at any time by giving notice of such termination (including the effective termination date) at least thirty (30) calendar days before the effective date of such termination. In the event of termination, all furnished or unfurnished documents, reports, or other materials prepared by CONSULTANT under this Agreement shall become

CITY'S property. CONSULTANT shall be entitled to receive compensation for all satisfactory work completed prior to the effective date of termination.

5. Indemnification.

(a) Indemnity for Professional Liability: When the law establishes a professional standard of care for CONSULTANT'S Services, to the fullest extent permitted by law, CONSULTANT shall indemnify, protect, defend, and hold harmless the CITY and any and all of its officials, employees and agents ("Indemnified Parties") from and against any and all losses, liabilities, damages, costs, and expenses, including legal counsel's fees and costs to the extent same are caused in whole or in part by any negligent or wrongful act, error, or omission of CONSULTANT, its officers, agents, employees, or Subconsultants (or any Agency or individual that CONSULTANT shall bear the legal liability thereof) in the performance of professional services under this Agreement.

(b) Indemnity for Other Than Professional Liability: Other than in the performance of professional services and to the full extent permitted by law, CONSULTANT shall indemnify, defend, and hold harmless the CITY, and any and all of its employees, officials and agents from and against any liability (including liability for claims, suits, actions, arbitration proceedings, administrative proceedings, regulatory proceedings, losses, expenses or costs of any kind, whether actual, alleged or threatened, including legal counsels fees and costs, court costs, interest, defense costs, and expert witness fees), where the same arise out of, are a consequence of, or are in any way attributable to, in whole or in part, the negligent performance of this Agreement by CONSULTANT or by any individual or Agency for which CONSULTANT is legally liable, including, but not limited to, officers, agents, employees, or subcontractors or CONSULTANT.

6. Insurance.

(a) Throughout the life of this Agreement, CONSULTANT shall pay for and maintain in full force and effect all insurance as required in Exhibit "C" or as may be authorized, any additional insurance as may be required, in writing by City Manager or her designee at any time and in her sole discretion.

(b) If at any time during the life of the Agreement or any extension, CONSULTANT or any of its subcontractors fail to maintain insurance in full force and effect, all services and work under this Agreement shall be discontinued immediately, and all payments due or that become due to CONSULTANT shall be withheld until notice is received by CITY that the required insurance has been restored to full force and effect and that the premiums therefore have been paid for a period satisfactory to CITY. And failure to maintain the required insurance shall be sufficient cause for CITY to terminate this agreement. No action taken by CITY pursuant to this

section shall in any way relieve CONSULTANT of its responsibilities under this Agreement. The phrase "fail to maintain any required insurance" shall include, without limitation, notification received by CITY that an insurer has commenced proceeding, or has had proceedings commenced against it, indicating that the insurer is insolvent.

7. Nondiscrimination. To the extent required by controlling federal, state, and local law, CONSULTANT shall not employ discriminatory practices in the provision of services, employment of personnel, or in any other respect on the basis of race, religious creed, color, national origin, ancestry, physical disability, mental disability, medical condition, marital status, sex, age, sexual orientation, ethnicity, status as a disabled veteran, or veteran of the Vietnam era.
8. Independent Contractor. In the furnishing of the services provided for herein, CONSULTANT is acting solely as an independent contractor. Neither CONSULTANT, nor any of its officers, agents, or employees shall be deemed an officer, agent, employee, joint venture, partner, or associate of CITY for any purpose. CITY shall no right to control or supervise or direct the manner or method by which CONSULTANT shall perform its work and functions. However, CITY shall retain the right to administer this Agreement so as to verify that CONSULTANT is performing its obligations in accordance with the terms and conditions thereof.
9. Notices. Any notice required or intended to be given to either party under the terms of this Agreement shall be in writing and shall be deemed to be duly given if delivered personally, transmitted by facsimile followed by telephone confirmation of receipt, sent via electronic mail followed by telephone confirmation of receipt, or sent by United States registered or certified mail, with postage prepaid, return receipt requested, addressed to the party which notice is to be given at the party's address set forth on the signature page of this Agreement or at such other address as the parties may from time to time designate by written notice. Notices served by United States mail in the manner above described shall be deemed sufficiently served or given at the time of mailing thereof.
10. Assignment. This agreement is personal to CONSULTANT and there shall be no assignment by CONSULTANT of its rights of obligations under this Agreement without the prior written approval of the City Manager or her designee.
11. Compliance with Law. In providing the services required under this Agreement, CONSULTANT shall at all times comply with all applicable laws of the United States, the State of California, and CITY, and with all applicable regulations promulgated by federal, state, regional, or local administrative and regulatory agencies, now in force and as they may be enacted, issued, or amended during the term of this Agreement.

12. Waiver. The waiver by either party of a breach by the other of any provision of this Agreement shall not constitute a continuing waiver or a waiver of any subsequent breach of either the same or a different provision of this Agreement. No provisions of this Agreement may be waived unless in writing and signed by all parties to this Agreement. Waiver of any one provision herein shall not be deemed to be a waiver of any other provision herein.
13. Governing Law and Venue. This Agreement shall be governed by, and construed and enforced in accordance with, the laws of the State of California, excluding, however, any conflict of laws rule which would apply the law of another jurisdiction. Venue for purposes of the filing of any action regarding enforcement or interpretation of this Agreement and any rights and duties hereunder shall be Fresno County, California.
14. Headings. The section headings in this Agreement are for convenience and reference only and shall not be construed or held in any way to explain, modify, or add to the interpretation or meaning of the provisions of this Agreement.
15. Severability. The provisions of this Agreement are severable. The invalidity or unenforceability of any one provision in this Agreement shall not affect the other provisions.
16. Interpretation. The parties acknowledge that this Agreement in its final form is the result of the combined efforts of the parties and that, should any provision of this Agreement be found to be ambiguous in any way, such ambiguity shall not be resolved by construing this Agreement in favor of or against either party, but rather by construing the terms in accordance with their generally accepted meaning.
17. Attorneys' Fees. If either party is required to commence any proceeding or legal action to enforce or interpret any term, covenant, or condition of this Agreement, the prevailing party in such proceeding or action shall be entitled to recover from the other party its reasonable attorneys' fees and legal expenses.
18. Exhibits. Each exhibit and attachment referenced in this Agreement is, by the reference, incorporated into and made a part of this Agreement.
19. Precedence of Documents. In the event of any conflict between the body of this Agreement and any Exhibit or Attachment hereto, the terms and conditions of the body of this Agreement shall control and take precedence over the terms and conditions expressed within the Exhibit or Attachment. Furthermore, any terms or conditions contained within any Exhibit or Attachment hereto which purport to modify the allocation of risk between the parties, provided for within the body of this Agreement shall be null and void. 3

20. Cumulative Remedies. No remedy or election hereunder shall be deemed exclusive but shall, wherever possible, be cumulative with all other remedies at law or in equity.

21. No Third Party Beneficiaries. The rights, interests, duties and obligations defined within this Agreement are intended for the specific parties hereto as identified in the preamble of this Agreement. Notwithstanding anything stated to the contrary in this Agreement, it is not intended that any rights or interests in this Agreement benefit or flow to the interest of any third parties.

22. Ownership of Documents and Data.

(a) Ownership of Documents: All original papers and documents, produced as a result of this Agreement, shall become the property of the CITY. In addition, CITY shall be provided with access and use of any other papers and documents consistent with the purpose and scope of services covered by this Agreement. Any additional copies, not otherwise provided for herein, shall be the responsibility of the CITY. Documents, including spreadsheets, calculations, drawings and specifications, prepared by CONSULTANT pursuant to this Agreement, are not intended or represented to be suitable for reuse by CITY or others on extensions of the PROJECT or on any other project. Any use of the completed documents for other projects and any use of incomplete documents without the specific written authorization from CONSULTANT will be at CITY's sole risk and without liability to CONSULTANT. Further, any and all liability arising out of changes made to CONSULTANT's deliverables under this Agreement by CITY or persons other than CONSULTANT is waived as against CONSULTANT, and the CITY assumes full responsibility for such changes made by the CITY or its agents unless the CITY has given CONSULTANT prior notice and has received from CONSULTANT written consent for such changes.

(b) Publication: No report, information, or other data given or prepared or assembled by the CONSULTANT pursuant to this Agreement, shall be made available to any individual or organization by the CONSULTANT without the prior written approval of the CITY. Notwithstanding the foregoing, however, the CONSULTANT shall not be required to protect or hold in confidence and confidential information which (1) is or becomes available to the public with the prior written consent of the CITY; (2) must be disclosed to comply with the law; or (3) must be disclosed in connection with any legal proceedings.

(c) Copyrights: The CONSULTANT shall be free to copyright material developed under this Agreement with the provision that the CITY be given a nonexclusive and irrevocable license to reproduce, publish or otherwise

use, and to authorize others to use the material for government or public purposes.

- (d) Notwithstanding the paragraphs above, all computer financial models including without limitation compilations of formulas and spreadsheet models used or developed by the CONSULTATION in performing its work are proprietary and shall remain property owned solely by the CONSULTANT.

CITY OF REEDLEY, a
California Municipal Corporation

Precision Civil Engineering, Inc.

By: _____
Nicole R. Zieba,
City Manager

By: _____
Edward D. Dunkel, Jr.
President & CEO

Date: _____

Date: _____

Exhibit "A"

SCOPE OF SERVICES

**Consultant Service Agreement between the City of Reedley and Precision Civil
Engineering, Inc.**

REQUEST FOR QUALIFICATIONS



CITY OF REEDLEY MUNICIPAL PLANNING SERVICES



SOURCE: GOOGLE IMAGES

AUGUST 2023



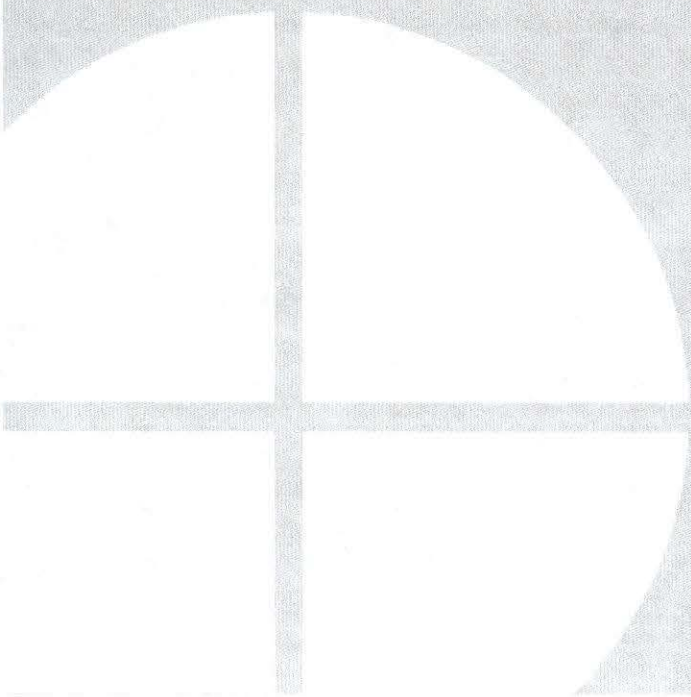
(559) 449-4500 | edunkel@precisioneng.net | 1234 O Street, Fresno, CA

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STATEMENT OF QUALIFICATIONS

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**SECTION 1.
COVER LETTER, INTRODUCTION, &
EXECUTIVE SUMMARY**



JULY 2023

CITY OF REEDLEY
COMMUNITY DEVELOPMENT DEPARTMENT
ATTN. RODNEY HORTON; COMMUNITY DEVELOPMENT DIRECTOR
1733 9TH STREET
REEDLEY, CA, 93654



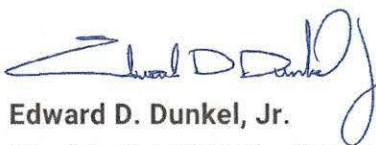
1234 O STREET
FRESNO, CA, 93721
P. (559) 449-4500
F. (559) 449-4515
E. EDUNKEL@PRECISIONENG.NET

Dear Mr. Horton:

Precision Civil Engineering, Inc. (PCE) is pleased to submit our statement of qualifications to the City of Reedley for your review and consideration. Our services are described further on the following pages.

PCE is a California corporation and a state-certified small business based in downtown Fresno with branch offices in Merced and Visalia, California, and has been serving private and public sector clients for over 20 years. We offer a full range of development consulting services including Environmental and Land Use Planning, Civil Engineering, Land Surveying, Landscape Architecture, and Construction Management. A summary of our firm and our services is enclosed in our SOQ. Our team's collective experience and specializations in comprehensive and environmental planning, land development projects and subdivisions, ordinance amendments, master planning, mapping and GIS, and knowledge of applicable laws and requirements within these areas make us the ideal team to serve the City of Reedley.

On behalf of the PCE team, I would like to thank you for considering our firm to provide these services. We greatly look forward to the opportunity to work together.



Edward D. Dunkel, Jr.
President & CEO, Precision Civil Engineering

Project Manager (Main Contact):
Bonique Emerson, MAUP, AICP VP of Planning
Division (Project Manager) 1234 O Street
Fresno Ca 93721
bemerson@precisioneng.net
(559) 449-4500



EXECUTIVE SUMMARY:

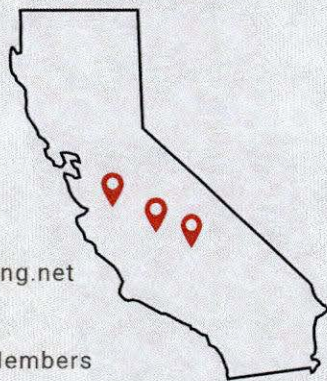
PRECISION CIVIL ENGINEERING, INC.

Precision Civil Engineering, Inc. (PCE) is an established, full-service firm with 21 years of experience providing comprehensive and sustainable solutions for a wide range of complex projects and issues throughout California. Our roots are firmly established by fifth-generation California resident and company CEO & President, Ed Dunkel, Jr. whose family has provided engineering services throughout the state for more than 57 years. Today, our firm employs over 50 full-time staff members with offices in Fresno and Merced. Our divisions include:

Civil Engineering	Land Surveying	Construction Management	Project Management
			
Landscape Architecture	Planning		
		Environmental Services	
			
			Traffic Engineering

ABOUT PCE

-  **Firm Representative**
Edward Dunkel, Jr. CEO & President
p. (559) 449-4500 f. (559) 449-4515
e. edunkel@precisioneng.net
-  **Firm Legal Identity**
PCE is a California corporation and a state-certified small business located in Fresno, CA that has been in business for 20 years.
-  **Office Location**
1234 O Street, Fresno, CA 93721
2807A G Street, Merced, CA 95340
3000 W. Main Street, Visalia, CA 93291



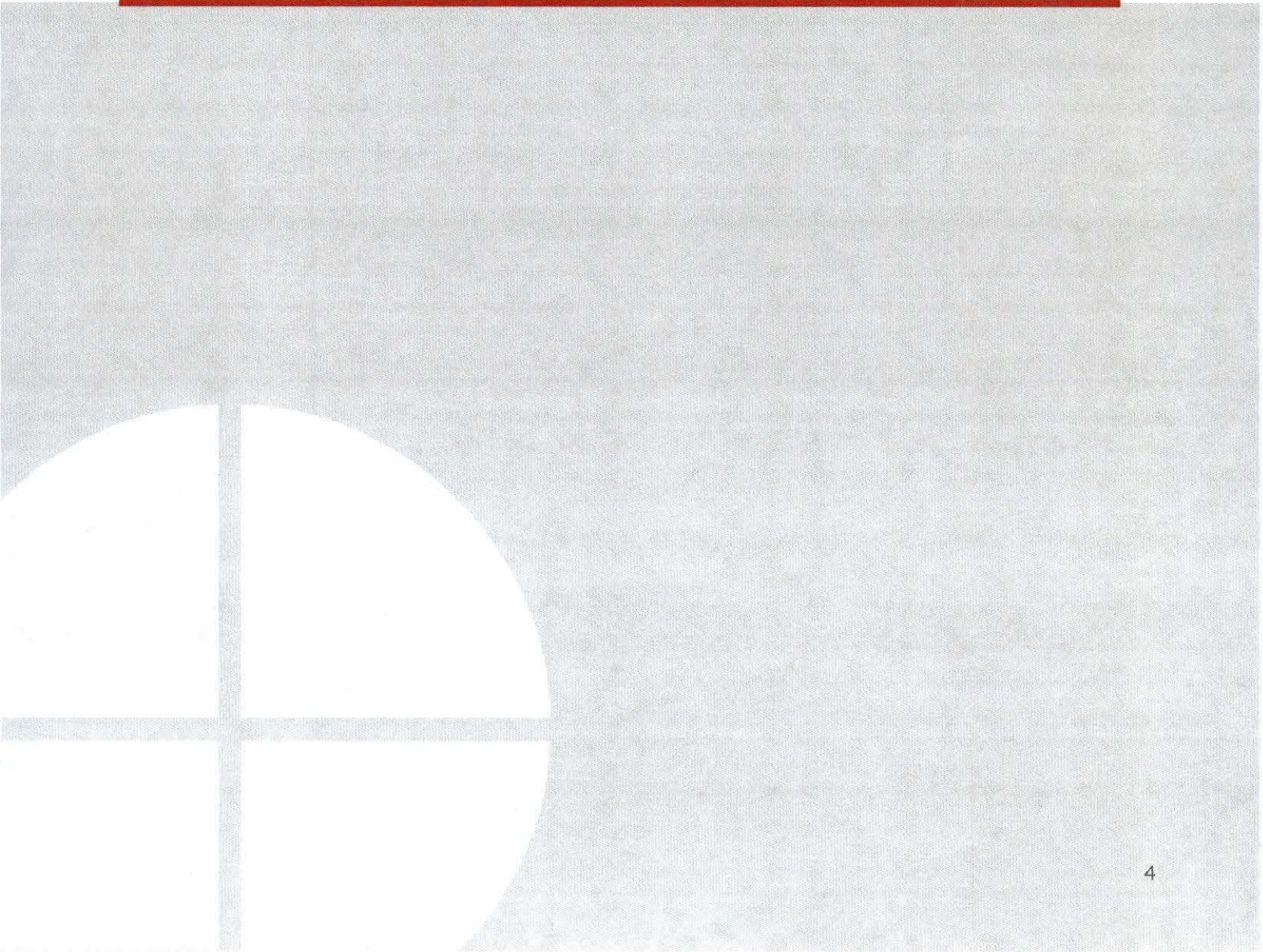
-  **Website**
www.precisioneng.net
-  **Firm Size**
50 Total Staff Members

Who We Are | PCE is a California corporation and is organized by divisions which are each headed by licensed division managers, with daily operations overseen by the company president, Mr. Edward Dunkel, Jr. PCE approaches every project with the philosophy that we are more than just an Engineering firm; we are your advocate, every step of the way.

From a project's inception to completion, PCE remains attentive to our client's needs and responds immediately to calls for service. Schedules are developed then monitored weekly by managers and supervisors. Preparation of our technical studies is modeled to minimize cost without compromising competent solutions or legally required technical analysis. To ensure quality control, reports are subjected to a comprehensive in-house review process.

"WE ARE DEDICATED TO USING CUTTING EDGE, STATE-OF-THE-ART TECHNOLOGY IN ORDER TO PROVIDE INNOVATIVE AND AFFORDABLE SOLUTIONS FOR OUR CLIENTS."

SECTION 2.
FIRM EXPERIENCE & QUALIFICATIONS





SCOPE OF SERVICES

SPECILIZATIONS AND SERVICES WE PROVIDE

CURRENT PLANNING SERVICES | PCE staff has experience processing various types of planning entitlement applications from zone clearances to plan amendments and tract maps for large-scale development projects. We have a strong understanding of the planning process including understanding how to implement complex development codes and general plans at the project level. We will follow the protocols outlined by your governing agency to make sure projects are processed consistently and accurately. However, if there is no established procedure for a project type or process, we have the experience and expertise to be able to write up a procedure. We can see a project through completion, including presenting at Planning Commission and City Council if needed. Our experience working directly on entitlements and supervising the process puts us a step ahead of most firms. Our services include:

- Site Plan Reviews
- Tentative Tract Maps and Subdivisions
- Variance applications
- Staff Reports, Resolutions, and Ordinances
- Conditional Use Permits
- Ordinances and Resolutions
- Plan Amendments
- Municipal Service Review (MSR)
- Rezone applications
- Area Plan and Specific Plans
- Annexations and Pre-Zones
- ADU Ordinances and Pre-approved Programs
- Zoning Text Amendments
- Housing Element Implementation
- Building Permit Review

HOUSING ELEMENT IMPLEMENTATION EXPERIENCE | PCE is equipped to assist the City of Reedley in developing and implementing different housing programs and policies, including affordable housing projects. We have prepared several ADU programs throughout the state to address the housing crisis and encourage the development of secondary dwelling units. PCE is well versed in state legislation pertaining to housing, including SB2, SB9, SB10, and SB330.

Since 2020, PCE has worked with six (6) local agencies to implement ADU and multi-family Programs including the City of Oakley, City of Clayton, City of Kerman, Fresno Council of Governments, City of Arvin, and City of Salinas. Each of these projects have included the preparation of pre-approved plans and visual guides to encourage the development of ADUs. For the Cities of Arvin, Salinas and San Clemente, our work related to Housing Element Implementation has included the rezoning of multiple sites and the preparation of several CEQA documents related to these rezone applications. PCE is also amending the Municipal Code in the cities of San Clemente and Arvin to streamline the review of multi-family projects. Examples of types of assistance PCE can provide include the following:

- ADU programs
- Multifamily streamlining and facilitation programs
- Text amendments increasing or eliminating density caps
- Text Amendments to create streamlined review process
- Creation of Object Design Guidelines
- Creation of public facing, graphic-rich guide documents
- Creation of design surveys to solicit input for the public
- Clearing housing projects through the CEQA process





SCOPE OF SERVICES (CONT.)

SPECILIZATIONS AND SERVICES WE PROVIDE

CEQA/NEPA ENVIRONMENTAL ASSESSMENTS AND TECHNICAL STUDIES / PCE prepares environmental documents for development and public improvement projects in accordance with the California Environmental Quality Act (CEQA) and the National Environmental Protection Act (NEPA). We have extensive knowledge of the potential legal and technical challenges that could arise in the environmental planning process. Our services and areas of expertise include:

- Initial Study/ Mitigated Negative Declaration Preparation
- Coordination of the CEQA process
- Coordination of the NEPA process
- Preparation of required technical studies
- Review and Analysis of technical studies
- Mitigation Monitoring/Compliance Verification
- Consultation on type of analysis required and preliminary environmental review
- Third-party review of environmental documents prepared by others
- Tribal Consultation

TRAINING / PCE staff can provide a variety of training for city staff, City Council, and Planning Commission. We have successfully implemented numerous ordinance and text amendments, which required staff training on implementation of said amendments to the members responsible for seeing them through. Additionally, in creating accessory dwelling unit (ADU) programs from scratch in several cities, PCE has prepared workshops for commissioners and councilmembers to ensure all city staff is trained on the new policies and provide the necessary instruction to implement a successful policy. The PCE team regularly presents at conferences and webinars to share best practices and lessons learned from working on different types of projects in cities throughout the state. In addition, our staff regularly attends trainings to remain current on the everchanging policies including housing and environmental issues to better serve the cities requesting services. Our services and areas of expertise include:

- Policy/plan implementation training
- Workshopping with city leaders, stakeholders, and community members
- Providing tools and instruction to any interested party to better understand the planning process
- Establishing easy-to-follow guidebooks as reference documents





MANAGEMENT APPROACH

PROJECT AND MANAGEMENT APPROACH

Project Management is a central and critical component of PCE's approach to completing the project on time and within budget. Our approach to projects is grounded in principles of **flexibility, transparency, and accountability**. We operate from a structured yet flexible framework wherein our team builds a work program that incorporates the needs of the city and stakeholders while subsequently allowing for quick adjustments and adaptability when needed. PCE's Project Manager, Mrs. Emerson will work closely with the City of Reedley's Project Manager. PCE's approach, tools, and procedures for successful project management are outlined as follows. To ensure that projects will continue to move forward in an efficient and timely manner, for each individual project, PCE will:

- Host Kick-Off Meeting with the City team.
- Establish File Setup, Communications, and Management Systems (e.g. teleconference or web-based meeting applications, Drop Box, One Drive, etc.).
- Update Work Program and Schedule as needed.
- Establish a re-occurring meeting schedule (e.g. bi-weekly, monthly).
- Provide monthly progress/status reports and invoices.

PROJECT MANAGEMENT TOOLS

- Consistent email subject lines.
- Standardized document formats, templates, and style guides.
- Agendas and minutes as needed.

PROJECT MANAGEMENT APPROACH

Understanding unique scope. PCE understands that individual projects need to include different approaches, processes, and technical studies. Though PCE has extensive experience in our provided services, we understand the importance to include the city's and specific site conditions to plan for a tailored and feasible work scope to ensure that each project is carried out as needed. PCE will provide the City with an Approach Memo and have lively discussions to ensure that the direction we take is based on clear City input and direction informed by PCE's research and recommendations, depending on the type of project.

Establishing effective communication throughout the project. PCE believes that one of the most critical issues for a project is effective communication with clients. PCE will establish regular working meetings with the City of Reedley for progress updates, detailed responsibility breakdowns, and discussion on possible concerns. PCE will also communicate with State or other entities, such as HCD, to ensure there is a unified understanding among all parties.

Ensure quality and ability to meet deadlines. PCE has established a vigorous and extensive quality control program that is structured to ensure project timelines and budgets are met, as follows:

- Documents, notices, and maps are reviewed to ensure that they are neat in appearance, well organized, and technically and grammatically correct prior to submission.
- Public/City comments are reviewed prior to revisions being made and fully addressed.
- A Senior Planner level or higher will review all documents before sending to the City for review.



KEY PERSONNEL

NAME AND EXPERIENCE OF KEY PERSONNEL

The following provides the name, title, project roles, short profile, and certification/training of the key personnel assigned to this project. Resumes are provided at the end of this proposal.

**BONIQUE EMERSON,
MAUP, AICP**

VP of Planning Division /
Senior Project Manager

Project Role:

Project Manager/
Planning Manager

Bonique Emerson, *MAUP, AICP* has 20 years of experience as a Planner and Project Manager (3.5 years at PCE), spending the majority of those years with the City of Fresno Current Planning Division. While at the City of Fresno, Mrs. Emerson worked her way from a Planner I to the Current Planning Division Manager. Through these roles, she processed hundreds of entitlement applications, implemented the General Plan and Development Code at the project level, and played a key role in coordination among the public agency, developers, and residents.

Certification: Certified Planner through the American Institute of Certified Planners (AICP)

**KELSEY GEORGE
AICP**

Senior Planner

Project Role:

Project Coordinator/
Planner

Kelsey George brings over 9 years of experience in city planning, community development, and environmental and sustainable development (1 year at PCE). With nearly 5 years of municipal planning experience in the Central Valley, she has worked on a various and diverse portfolio of urban planning work. Through private and public sector planning roles she has developed extensive experience information analysis, project management, CEQA, citizen engagement, community development, and local government.

Certification: Certified Planner through the American Institute of Certified Planners (AICP)

**JENNA CHILINGERIAN,
MCRP, AICP**

Senior Associate Planner

Project Role:

Project Coordinator/
Planner

Jenna brings more than 9 years of experience in planning, community and economic development, and program management in the nonprofit and public sectors (2.5 years at PCE). At PCE, Jenna provides CEQA services for public and private sector projects, on-call planning services for local agencies, and development and entitlement services for private sector clients. Jenna is an active AEP and APA member, participating in webinars and workshops to remain up to date on current environmental legislation, procedures, and best practices.

Certification: Certified Planner through the American Institute of Certified Planners (AICP)

SHIN TU, MUP

Associate Planner

Project Role:

Planner

Shin brings her knowledge of communications, site planning, data analysis, and environmental planning (1.5 years at PCE). At PCE, Shin provides services such as due diligence, planning entitlements, on-call planning support staff, environmental review, GIS database management and mapping, fiscal analysis, graphics, data visualization, and branding designs.

Certification: Candidate for Certified Planner through the American Institute of Certified Planners (AICP Candidate)



PROJECT EXPERIENCE

PCE'S PROJECT EXPERIENCE WITH REFERENCE INCLUDED

The following provides descriptions and references of past projects in the last three (3) years that PCE's Planning Team and key personnel included in this proposal worked on. We are uniquely qualified to serve the City of Reedley based on our experience working on planning projects in both the private and public sectors in both large and small communities throughout California. Our staff understands the dynamics of local government planning and responds quickly to needs.

CURRENT PLANNING SERVICES

City of Kerman On-Call Planning Support Staff (2021-Present)

PCE provides on-call Planning staff support services to the City of Kerman Community Development Department on an as-needed basis. Completed projects include:

- Application Processing and Review for Conditional Use Permits and Site Plan Review applications including the preparation of the staff reports, resolutions, and conditions of approval.

Current, on-going projects include:

- Management of the City's ADU Program which includes the preparation of pre-approved ADU plans and a how-to-guide for homeowners.
- Management of the City's Mixed-Use Conceptual Design Program which includes the preparation of mixed-use conceptual designs and design guidelines.
- Management of the City's Multi-Family Conceptual Design Program which includes the preparation of multi-family conceptual designs and design guidelines.
- Management of several large-scale development projects

Reference: Jesus R. Orozco, Community Development Department Director | jorozco@cityofkerman.org | (559) 846-9386.

City of Atwater On-Call Planning/Engineering/Environmental Services (2020-Present)

PCE provides on-call engineering and environmental planning services for the City of Atwater, on an as-needed basis. Services include but are not limited to research, consultation, and preparation of CEQA environmental documents ranging from Categorical Exemptions to Initial Studies/Mitigated Negative Declarations, to Environmental Impact Reports. Completed projects include:

- Preparation of resolutions and conditions of approval for an affordable housing project.
- Preparation of Initial Study/Mitigated Negative Declaration for the Atwater Family Affordable Housing Project, including technical analyses, public noticing, and State Clearinghouse documents.
- Peer Review of Initial Study/Negative Declaration for the City of Atwater 1,2,3-TCP Mitigation Project.
- Preparation of Initial Study/Mitigated Negative Declaration for the Bert Crane Solar Facility Project, including technical analyses, public noticing, and State Clearinghouse documents.
- Preparation of Categorical Exemption for the Railroad Avenue Business Park.
- Preparation of Categorical Exemption for Redwood Mixed Use Project.
- Preparation of Categorical Exemption for Atwater Cannabis Dispensary, Distribution, and Cultivation Project.
- Preparation of Categorical Exemption for Atwater Warehouse Facility.

Reference: Greg Thompson, Community Development Director | gthompson@atwater.gov | 209-357-6370

City of Clovis On-Call Planning Support Staff (2020)

PCE provided on-call Planning Staff support services to the City of Clovis Planning & Development Services Department, Planning Division, on an as-needed basis to assist with during a staffing shortage. Services included planning research, entitlement processing, and drafting of staff reports in addition to performing environmental review for initial studies. Completed projects included the preparation of a Staff Report and conditions of approval for a Conditional Use Permit and an Initial Study for a Conditional Use Permit.

Reference: Ricky Caperton, former Deputy City Planner | rcaperton@cityofnapa.org | 707-257-9604

City of Hanford On-Call Planning Support Staff (2021-2022)

PCE provided on-call Planning staff support services to the City of Hanford Community Development Department on an as-needed basis. Completed projects include:

- Preparation of CEQA Documents for three (3) General Plan Amendment/Rezone projects, including technical analyses, public noticing, and State Clearinghouse documents.
- Application Processing and Review for three (3) General Plan Amendment/Rezone projects through Public Hearing and Adoption, including preparation of staff reports, presentations, resolutions, and public noticing documents.
- Application Processing and Review for two (2) Roadway Abandonments through Public Hearing and Adoption, including preparation of staff reports, presentations, resolutions, and public noticing documents.
- Weekly processing of Plan Checks for single-family, accessory structures, and pools.

Reference: Mary Beatie, Interim Community Development Department Director | mbeatie@cityofhanfordca.com | 559-585-2500

PCE provides on-call engineering and environmental planning services for the City of Atwater, on an as-needed basis. Services include but are not limited to research, consultation, and preparation of CEQA environmental documents ranging from Categorical Exemptions to Initial Studies/Mitigated Negative Declarations, to Environmental Impact Reports. Completed projects include:

City of Yreka On-Call Planning and Environmental Consulting Services (2022-Present)

PCE provides on-call planning staff support services to the City of Yreka Planning Department on an as-needed basis. Current, on-going projects include:

- Preparation and submittal of California Department of Fish and Wildlife Lake and Streambed Alteration Program Routine Maintenance Agreement
- Assisting with a comprehensive zoning code update to facilitate two new housing programs
- Assisting with general department work on an as-need basis which includes processing entitlements as well as staff training and environmental services.

Reference: Juliana Lucchesi, Planning Director | jlucchesi@ci.yreka.ca.us | (530) 841-2324

City of Lemoore On-Call Planning Services (2022-Present)

No projects yet.

HOUSING IMPLEMENTATION EXPERIENCE

San Joaquin Valley Regional Early Action Planning Program (2021-Present)

PCE has established the San Joaquin Valley ADU Program through the San Joaquin Valley Regional Early Action Planning (REAP) Program to provide technical assistance and expertise for implementing ADUs in San Joaquin Valley communities. The program is intended to assist local government agencies. The efforts are ongoing through 2023 with the following deliverables:

a. San Joaquin Valley ADU Implementation Guide

PCE prepared the "Local Agency's Guide to Implementing ADUs in the San Joaquin Valley to provide guidance, considerations, templates, and examples for use by cities and counties in the San Joaquin Valley when implementing ADUs. PCE prepared the following suite of tools:

- ADU Ordinance Template
- Staff Report & Hearing Presentation Template
- ADU Building Permit Application and Checklist Template
- ADU Internal Policy and Procedure Template
- Pre-Reviewed Plans and Elevations
- ADU Overview Handout for Front Counter/Public
- ADU How-to Guide Template

Deliverables: The guide is available to view on the San Joaquin Valley REAP ADU webpage:

<https://sjvcogs.org/reap/adus/>

As part of these efforts, PCE also facilitated three ADU webinars.

- ADUs 101: <https://www.youtube.com/watch?v=ZjpOlaz2MKQ&feature=youtu.be>
- ADUs 101: https://sjvcogs.org/wp-content/uploads/2022/05/Accessory-Dwelling-Units-101_SJVRPC_2022-05-12-1.pdf
- ADUs 201: <https://sjvcogs.org/reap/reap-workshops/>

b. San Joaquin Valley ADU Technical Assistance

PCE is now providing technical assistance to local government agencies in customizing the suite of tools for use in their jurisdiction. PCE is currently assisting the City of Stockton, City of Lodi, and the County of Madera. PCE is offering the following forms of assistance:

- ADU Ordinance Implementation
- Implementation of Pre-Approved Plans
- Preparation of How-to Guide for Homeowners
- Public Meetings and Other Implementation Services

Reference: Robert Phipps, SJV REAP Manager | rhipps@fresnocog.org | (559) 233-4148

City of Arvin SB 2 & LEAP Implementation: Engineering, Environmental Review, and Planning Services (2021-Present)

PCE is providing engineering, environmental review, and planning services for the City of Arvin in order to assist with the implementation of SB 2 and LEAP-funded projects including but not limited to ADUs, updating zoning standards, and environmental analyses and studies for possible high-density residential sites. The project is ongoing through 2022 and includes:

- Zoning Updates: Ordinance, Illustrative Designs, and Internal Policy and Procedure
- Site Analysis, Site Clearance, and Completion of Initial Studies
- Draft ADU Ordinance in compliance with state ADU law
- Preparation of a How-to-Guide for Homeowners
- Preparation of Pre-Approved ADU Plans and Elevations

Reference: Christine Viterelli, Grant Writer | cviterelli@arvin.org | (661) 606-6052

City of Merced Housing Programs (2022-Present)

PCE is currently working on three (3) housing programs for the City of Merced:

a. City of Merced Designer for Off the Shelf Master Plan Set for Cottages and ADUs

PCE is providing design work and visual presentation of program deliverables for the City of Merced to establish the City's ADU Program. The efforts are ongoing through 2023 and will result in the following deliverables: 1) Pre-Approved Plans and Elevations, 2) Handout and Visual Guide, 3) Design Model Workbook.

b. City of Merced Consultant for Infill Study & Design of Master Plan for Duplexes and Triplexes

PCE is preparing an infill study and providing design work and visual presentation of program deliverables for the City of Merced to establish the City's Duplex/Triplex Program. The efforts are ongoing through 2023 and will result in the following deliverables:

- Infill Study
- Pre-Approved Plans and Elevations
- Handout and Visual Guide
- Design Model Workbook

c. City of Merced Tiny Homes Ordinance and Zoning Updates

PCE is preparing the Tiny Homes Ordinance for the City of Merced and updating the Zoning Ordinance to provide increased housing choices, encourage affordability by design, promote infill growth, and ensure compliance with State law.

Reference: Leah Brown, Management Analyst | brownl@cityofmerced.org | (209) 385-6928

City of San Clemente Housing Element Rezoning Program (2022-Present)

PCE is working with city staff to update the city's Zoning Ordinance on multi-family residential zones and the housing overlay district, rezone several properties to add a Housing Overlay District, and develop objective design standards for residential development in the City of San Clemente. This will streamline the processing time for residential projects as well as introduce more housing opportunities within the city. PCE is also responsible for one (1) community survey, one (1) stakeholder workshop, one (1) property owner workshop, and four (4) stakeholder interviews to ensure public engagement and input in these efforts.

Reference: Sara Toma, AICP, Senior Planner | TomaS@san-clemente.org | (949) 361-6190

City of Clayton ADU Program (2021-Present)

PCE is preparing a ADU ordinance, set of pre-approved ADU plans, and a visual guide/how-to-guide for the City of Clayton in efforts to establish an ADU Program. The efforts are funded by SB2 and are ongoing through 2022.

Reference | Dana Ayers, Community Development Director | danaa@claytonca.gov | (925) 673-7343

City of Fresno CEQA Services for Mixed Use Zoning Density Increase (2021-2022)

PCE conducted a density level analysis and buildable lands inventory to identify maximum and optimal densities for zoning districts that allow mixed-use development. This work was done to support a zoning text amendment that (1) remove the maximum density for mixed-use districts; (2) modify the restriction that prohibits ground floor residential uses in mixed-use districts so that only corner properties along arterials with Bus Rapid Transit stops will have mandated commercial uses; and (3) revise Fresno Municipal Code (FMC) Section 15-4907 to allow ministerial approval of multi-family residential uses in mixed-use districts within the City's Priority Areas for Development. Lastly, PCE conducted an environmental review and prepared the CEQA documentation for the anticipated text amendment described above.

Reference: Sophia Pagoulatos, Planning Manager | sophia.pagoulatos@fresno.gov | 559-621-8062

City of Oakley ADU Program (2020-2021)

PCE prepared plan sets, a guidebook, and application forms for the establishment of an ADU Program for the City of Oakley. The efforts were funded by SB 2 and included the following deliverables that were completed in October 2021:

- Pre-Approved Plans and Elevations
- Visual Guide and Brochure for program participants
- Internal Processing Checklist for staff
- ADU Application and Application Checklist

Deliverables are available to view on the City of Oakley ADU Website:

<https://www.ci.oakley.ca.us/pre-approved-adu-program-and-general-adu-information/>

Reference: Ken Strelo, Principal Planner | strelo@ci.oakley.ca.us | (925) 625-7036

ENVIRONMENTAL PLANNING

PCE has many years of experience preparing environmental documents for development and public improvement projects in accordance with the CEQA and NEPA. We have extensive knowledge of the potential legal and technical challenges that could arise in the environmental planning process. PCE and key staff are members of the Association of Environmental Professionals and regularly attend workshops and training to stay up to date on current CEQA legislation and relevant case law that impact the way environmental documents are written. PCE staff pride themselves on being up to date on key CEQA issues including VMT, air quality, and tribal cultural resources. Our team has also received formal training through LTAP's Federal Aid Series: Getting Your Federal-Aid Started, Environmental Requirements, and Project Development - Design to Construction. Recent experience for PCE is described as follows.

CEQA/NEPA

PCE prepares environmental documents for development and public improvement projects in accordance with the California Environmental Quality Act (CEQA) and the National Environmental Protection Act (NEPA). We have extensive knowledge of the potential legal and technical challenges that could arise in the environmental planning process.

Our **services** and areas of expertise include:

- Initial Study/ Mitigated Negative Declaration Preparation
- Coordination of the CEQA process
- Coordination of the NEPA process
- Preparation of required technical studies
- Review and Analysis of technical studies
- Mitigation Monitoring/Compliance Verification
- Consultation on type of analysis required and preliminary environmental review
- Third-party review of environmental documents prepared by others
- Tribal Consultation

Recent public sector **projects and references** pertaining to **environmental planning services** include:

- **City of Fresno CEQA Services for Mixed Use Zoning Density Increase (2021-2022)** PCE conducted a density level analysis and buildable lands inventory to identify maximum and optimal densities for zoning districts that allow mixed-use development. This work was done to support a zoning text amendment that (1) remove the maximum density for mixed-use districts; (2) modify the restriction that prohibits ground floor residential uses in mixed-use districts so that only corner properties along arterials with Bus Rapid Transit stops will have mandated commercial uses; and (3) revise Fresno Municipal Code (FMC) Section 15-4907 to allow ministerial approval of multi-family residential uses in mixed-use districts within the City's Priority Areas for Development. Lastly, PCE conducted an environmental review and prepared the CEQA documentation for the anticipated text amendment described above. Reference: Sophia Pagoulatos, Planning Manager | sophia.pagoulatos@fresno.gov | 559-621-8062
- **City of Salinas Mixed-Use CEQA Services (2021 - Present)** PCE is preparing five (5) CEQA documents for 5 sites in the City of Salinas that are undergoing a General Plan Amendment and Rezone to Mixed Use to encourage an increase in housing development. The project is funded by SB 2. PCE is also assisting with the preparation of the rezone application and application processing. Reference: Oscar Resendiz, Associate Planner, oscarr@ci.salinas.ca.us, (831) 775-4259.

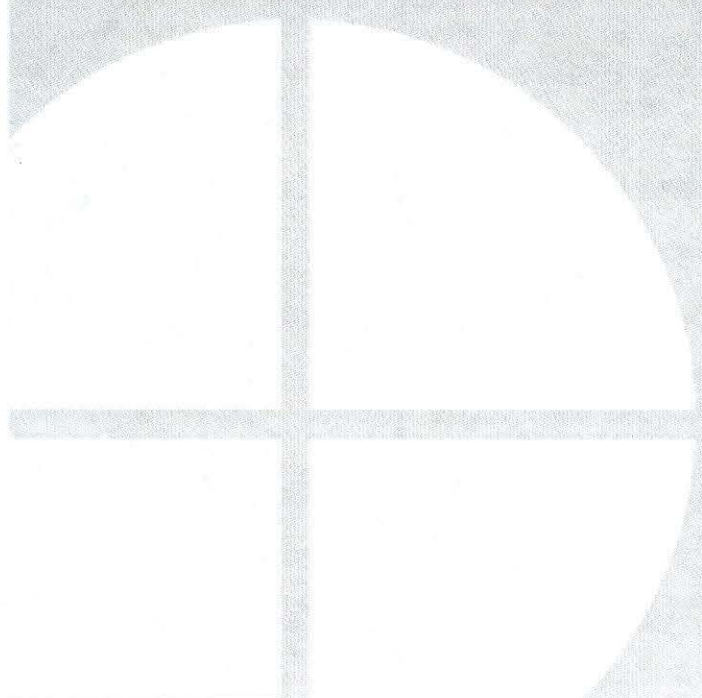
DOCUMENT SAMPLE

PRECISION CIVIL ENGINEERING, INC.

Following are links to PCE's work samples:

- **City of Hanford: Telstar Office Building Mitigated Negative Declaration (2022):**
<https://ceqanet.opr.ca.gov/2022040106>
- **City of Hanford: Lassen Drive Corridor-Mixed Use Mitigated Negative Declaration (2022):**
<https://ceqanet.opr.ca.gov/2022040105>
- **City of Madera: Amond World Cold Storage Warehouse Site Plan Review (SPR 2021-41) Mitigated Negative Declaration (2022):** <https://www.madera.gov/wp-content/uploads/2022/04/Amond-World-Initial-Study-002.pdf>
- **City of Fresno: Mitigated Negative Declaration for General Plan Amendment/Development Code Text Amendment Application No. P22-02413 (2022):**
<https://www.fresno.gov/darm/wp-content/uploads/sites/10/2022/07/MitigatedNegativeDeclarationPublicReviewdraft.pdf>
- **City of Madera Villages at Almond Grove Specific Plan Ordinances, Resolutions, and Staff Reports:**
 - Planning Commission (2022): <https://www.madera.gov/wp-content/uploads/2022/03/Village-D-Combined-Report.pdf>
 - City Council (2022): <https://www.madera.gov/wp-content/uploads/2022/04/C-1-04.20.22-Village-D.pdf>
- **City of Oakley Guide to Accessory Dwelling Units (2021):** https://www.ci.oakley.ca.us/wp-content/uploads/2022/03/ADU-Guide_March-2022.pdf

SECTION 3. FEE STRUCTURE



FEE STRUCTURE:

Hourly rates for all positions and classifications of individuals that may be involved are provided below for PCE as identified in this SOQ. Invoices will include sub-consultants' costs as a flat rate scoped in advance. PCE will bill for services rendered at the beginning of each month. For larger projects, PCE will provide the City with a not to exceed amount with a proposed scope prior to initiating a project. For small projects and tasks, PCE will bill the hourly rates noted below.

FEE SCHEDULE

Position	Hourly Rate
Planning Division Manager	\$215
Senior Planner	\$160
Senior Associate Planner	\$130
Assistant Planner/Associate Planner	\$115

SAMPLE BILLING INVOICE

Precision Civil Engineering (PCE)
 PO Box 1789
 Fresno, CA 93717
 (559) 449-4500



Invoice number [REDACTED]
 Date 07/15/2021

Project [REDACTED]

For Services Rendered from April 1st 2021 through June 30th, 2021.

	<u>Amount</u>		
Task 1: Project Initiation			
Contract Amount	2,000.00		
Percent Complete	100.00		
Prior Billed	2,000.00		
Total Billed	2,000.00		
		Current Billed	0.00
Task 2: Preparation of Plans			
Contract Amount	17,000.00		
Percent Complete	100.00		
Prior Billed	11,345.00		
Total Billed	17,000.00		
		Current Billed	5,655.00
Task 3: Processing Guide & Marketing Collateral			
Contract Amount	12,000.00		
Percent Complete	97.44		
Prior Billed	4,352.50		
Total Billed	11,692.50		
		Current Billed	7,340.00
Task 4: Public Meetings/Hearings			
Contract Amount	4,000.00		
Percent Complete	27.31		
Prior Billed	760.00		
Total Billed	1,092.50		
		Current Billed	332.50



Invoice number [REDACTED]

Invoice date 07/15/2021

Project [REDACTED] Invoice number [REDACTED]
 Date 07/15/2021

	Amount	
Task 5. Project Management		
Contract Amount	15,000.00	
Percent Complete	85.58	
Prior Billed	6,805.00	
Total Billed	12,837.50	
		Current Billed 6,032.50
		Total <u>19,360.00</u>
		Invoice total 19,360.00

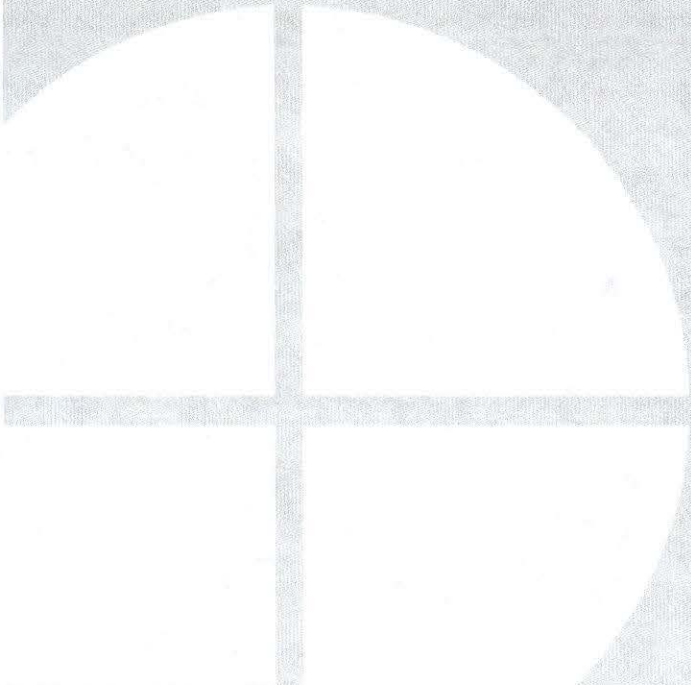
Aging Summary

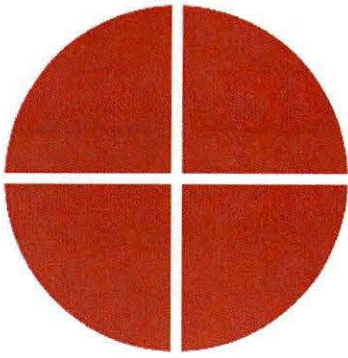
Invoice Number	Invoice Date	Outstanding	Current	Over 30	Over 60	Over 90	Over 120
25457	07/15/2021	19,360.00	19,360.00				
	Total	19,360.00	19,360.00	0.00	0.00	0.00	0.00

Terms:

Payable upon receipt of invoice. A financial charge of 1.5% per month (18% annually) on accounts over 30 days.

SECTION 4. RESUMES





BONIQUE EMERSON, MAUP, AICP

VICE PRESIDENT OF PLANNING | SENIOR PROJECT MANAGER

EDUCATION

Master of Arts Urban Planning,
University of California, Los
Angeles with an emphasis in
transportation planning

Bachelor of Arts, Political
Science with minor in Public
Policy, University of California,
Los Angeles

YEARS OF EXPERIENCE

18 years (*PCE: 2 years*)

CERTIFICATION

Certified Planner through the
American Institute of Certified
Planners (AICP)

PROFESSIONAL ORG

American Planning Association,
California Chapter, Central
Section (Member)

Association of Environmental
Professionals, California, Central
Chapter (Member)

Institute of Transportation
Engineers (member)

CONTACT

Precision Civil Engineering
1234 "O" Street
Fresno, CA 93721

bemerson@precisioneng.net
559-449-4500

PROFILE

Bonique Emerson, MAUP, AICP has over 18 years of experience as a Planner and Project Manager, spending a majority of those years with the City of Fresno Current Planning Division. While at the City of Fresno, Mrs. Emerson worked her way from a Planner I to the Current Planning Division Manager. Through these roles, she processed hundreds of entitlement applications, implemented the General Plan and Development Code at the project level, and played a key role in coordination among the public agency, developers, and residents. At Precision Civil Engineering, Mrs. Emerson leverages her extensive planning knowledge to manage both public and private sector projects in various communities.

AREAS OF EXPERTISE

- Project Management
- Processing Entitlement Applications
- Environmental Planning Services (CEQA/NEPA)
- Policies, Procedures, and Processes
- VMT Screening and Trip Generation Analysis
- Oversight and Management of Environmental Consultants

EXPERIENCE

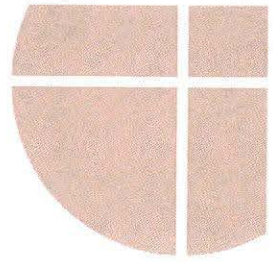
- **Project Management.** Managed the building and implementation of the City of Fresno's Land Management Software System, a citywide, multi-million dollar project that modernized the way permits and entitlements were processed.
- **Business Analyst.** Regularly analyzed organizational and procedural issues and developed solutions, including but not limited to modifying project workflows through a land management system, implementing new processing procedures, and delegating work assignments.
- **Implementation.** Responsible for reviewing, interpreting, and analyzing new legislation and maintaining current knowledge of directives, policies, and regulations that affected the operation of the current planning division. Also responsible for implementation of the General Plan and Development Code at the project level.
- **Process Management.** Managed (both directly and indirectly, through subordinate supervisors) all operations of a division which processes approximately 3,000 entitlement applications a year and operates a planning public front counter serving hundreds of customers weekly.
- **Supervisor and Trainer.** Performed various supervisory duties, including training, employee selection, evaluations, coaching, and discipline by supervising 4-5 staff directly, and managing a division of 20 staff directly and indirectly through subordinate supervisors.

TRAININGS

- CEQA Advanced Workshop, Association of Environmental Professionals, California (various)
- California LTAP: Federal Requirements for Local Agency Transportation Projects "OFF" the State Highway System (November 2020)

KELSEY GEORGE, AICP

SENIOR PLANNER



PROFILE

Kelsey George brings over 9 years of experience in city planning, community development, and environmental and sustainable development. With nearly 5 years of municipal planning experience in the Central Valley, she has worked on a various and diverse portfolio of urban planning work including General Plan updates, Zoning Code text amendments, annexations, General Plan amendments, rezones, tentative tract maps, use permits, and site plan reviews. Through private and public sector planning roles she has developed extensive experience in interpreting zoning requirements and State and Federal laws and policies regarding land use, information analysis, project management, California Environment Quality Act, citizen engagement, community development, and local government background. She received a Master's of Arts in Geography and Planning and published her thesis on transit-oriented development in 2017.

EDUCATION

Master of Arts, Geography with emphasis in Urban Planning, California State University, Long Beach

Bachelor of Arts, Geography and Planning with Minor in Rural and Town Planning, California State University, Chico

YEARS OF EXPERIENCE

9 years (PCE: 1 year)

CERTIFICATION

Certified Planner through the American Institute of Certified Planners (AICP ID 34656)

PROFESSIONAL ORG

American Planning Association, California Chapter, Central Section (Member)

Association of Environmental Professionals, California, Central Chapter (Member)

California Geographical Society (Member)

CONTACT

Precision Civil Engineering
1234 "O" Street
Fresno, CA 93721
kgeorge@precisioneng.net
559-449-4500

AREAS OF EXPERTISE

- Project Management
- Land use planning and entitlement processing
- Environmental planning and compliance
- Key stakeholders engagement

EXPERIENCE

Land Development Process and Review. Oversaw the execution of complex projects, including tract map developments and subdivisions, plan amendments, rezones, annexations, and text amendments, while reviewing for compliance with applicable goals and policies.

Public Outreach and Presentation. Facilitated neighborhood and public meetings to provide city leaders, developers, attorneys, and the general public with plans within the city boundaries by delivering presentations in public meetings.

Project Management. Coordinated several complex projects including short- and long-range planning projects, while working closely with applicants, key developers, and any commenting City divisions, departments, and outside agencies.

EXPERIENCE - ZONING UPDATE/ TEXT AMENDMENT

- City of Arvin Multi-Family Residential Zone Districts and Objective Design Standards
- City of San Clemente Housing Overlay, Multi-Family Residential Zone Districts, and Objective Design Standards
- City of Kerman Subdivision Ordinance Update

EXPERIENCE - MASTER PLANNING PROJECTS

- City of Porterville – South of the Tule River (SoTu) Master Plan

RECENT PUBLIC SECTOR PROJECTS

- On-Call Planning (Land Use Planning & Permitting) and/or Environmental Planning Services (CEQA/NEPA Process, Compliance, Guidance): City of Atwater, City of Lemoore, City of Yreka, City of Merced
- City of Porterville – South of the Tule River (SoTu) Master Plan
- City of Merced – Tiny Homes Ordinance

TRAININGS

- Fundamentals of Air Quality Analysis, Association of Environmental Professionals, California (September 2022)
- How to Write an EIR, Association of Environmental Professionals, California (July 2022)
- Complying with Federal Law in Regulating Telecommunications (January 2022)
- Transportation Planning: Travel Behavior Principles and Modelling Approaches (November 2021)

JENNA CHILINGERIAN, MCRP, AICP

SENIOR PLANNER

PROFILE

Jenna serves as a senior associate planner at Precision Civil Engineering (PCE) in downtown Fresno, CA, bringing more than 10 years of experience in planning, community and economic development, and program management in the nonprofit and public sectors. At PCE, Jenna provides CEQA services for public and private sector projects, on-call planning services for local agencies, and development and entitlement services for private sector clients. Jenna is an active AEP and APA member, participating in webinars and workshops to remain up to date on current environmental legislation, procedures, and best practices. She received her Masters of Community and Regional Planning from the University of Oregon and holds a bachelor's degree in Political Science from UCLA. She joined the American Institute of Certified Planners (AICP) in July 2022.

EDUCATION

Master of Community and Regional Planning, University of Oregon

Bachelor of Arts, Political Science with minor in Civic Engagement, University of California, Los Angeles

YEARS OF EXPERIENCE

10 years (*PCE: 3 years*)

CERTIFICATION

Certified Planner through the American Institute of Certified Planners (AICP ID 34152)

PROFESSIONAL ORG

American Planning Association, California Chapter, Central Section (Member and Director for Membership and Public Information)

Association of Environmental Professionals, California, Central Chapter (Member)

Institute of Transportation Engineers (Member)

CONTACT

Precision Civil Engineering
1234 "O" Street
Fresno, CA 93721
jchilingierian@precisioneng.net
559-449-4500

AREAS OF EXPERTISE

- CEQA/NEPA Process, Compliance, and Guidance
- Environmental Analysis and Planning
- Project-Level Land Use Planning/Permitting
- Project Coordination and Management

EXPERIENCE

Land Development Process, Review, and Guidance. Processed zoning inquiries, zone clearances, environmental assessments, and conditional use permit applications for the City of Fresno Planning and Development Department, Current Planning Division. Provided customer service to clientele by monitoring the Current Planning Division front counter, answering and directing questions, responding to requests for more information, and interpreting planning and zoning programs to the general public.

Technical Assistance and Capacity Building. Coordinated planning and sustainable communities programming in rural communities of the San Joaquin Valley in the areas of housing, sustainable planning, parks and recreation, and transportation for the Office of Community and Economic Development, Community & Regional Planning Center at Fresno State. Organized regional capacity building events that brought together over 1k stakeholders from across the region and state to bolster advocacy, increase the quality of partnerships, and build traction to find regional opportunities and funding for planning.

Communication and Partnership Management. Managed marketing and communications programs for Downtown Fresno Partnership, a property-based business improvement district, including creating and disseminating content for media platforms, public relations, and creation of materials. Managed special programs such as placemaking, grant writing/reporting, events, and promotions, and negotiating and developing partnerships between the downtown merchant and property owner community, local resources, and the City of Fresno.

TRAININGS

- NEPA Essentials Workshop, Association of Environmental Professionals (AEP), California (September 2022)
- How to Write an EIR, AEP, California (July 2022)
- CEQA Advanced Workshop, AEP, California (April 2021)
- CEQA Intermediate Workshop, AEP, California (February 2021)

RECENT PUBLIC SECTOR PROJECTS

- Housing Program Development and Implementation: **City of Arvin** Pre-Approved ADU Program, Multi-Family Residential Text Amendment CEQA Project, and Objective Design Standards; **City of Clayton** Pre-Approved ADU Program; **City of Fresno** City-wide Mixed-Use Text Amendment CEQA Project; **City of Kerman** Pre-Approved ADU Program, Mixed-Use Conceptual Design Program, and Multi-Family Conceptual Design Program; **City of Merced** Pre-Approved ADU Program and Pre-Approved Duplex/Triplex Program; **City of Oakley** Pre-Approved ADU Program; **City of Salinas** SB 2Mixed-Use Rezoning CEQA Project; **City of San Clemente** Housing Element Rezoning Program and Objective Design Standards; **Fresno Council of Governments** San Joaquin Valley Regional Early Action Planning (REAP) Program Pre-Approved ADU Program and Local Agency Technical Assistance
- On-Call Planning (Land Use Planning & Permitting) and/or Environmental Planning Services (CEQA/NEPA Process, Compliance, Guidance): **City of Atwater**, **City of Clovis**, **City of Hanford**, **City of Kerman**, **City of Lemoore**, **City of Yreka**

SHIN TU, MUP, AICP CANDIDATE

ASSOCIATE PLANNER

PROFILE

Shin brings her knowledge of communications, site planning, data analysis, and environmental planning. With a Master of Urban Planning degree at Texas A&M University and graduate certificates in Environmental Hazard Management and Geographic Information Science, Shin has experience working in the public, private, and academic sectors. At PCE, Shin provides services to both public and private sector clients, including performing due diligence, planning entitlements, on-call planning support staff, CEQA document drafting and analysis, GIS database management and mapping, fiscal analysis, graphics, data visualization, and branding designs.

EDUCATION

Master of Urban Planning,
Environmental Hazard
Management Certificate, GIS
Graduate Certificate, Texas A&M
University

Bachelor of Science, Urban
Planning, National Cheng Kung
University, Taiwan

YEARS OF EXPERIENCE

4 years (PCE: 1.5 year)

CERTIFICATION

Certified Planner through the
American Institute of Certified
Planners (Candidate)

PROFESSIONAL ORG

American Planning Association,
California Chapter, Central
Section (Member)

Association of Environmental
Professionals, California, Central
Chapter (Member)

CONTACT

Precision Civil Engineering
1234 "O" Street
Fresno, CA 93721
stu@precisioneng.net
559-449-4500

AREAS OF EXPERTISE

- Research, Data Collection and Analysis
- Geographic Information Systems, Spatial Analysis, and Mapping
- Visualization, Digital Communication, Branding, and Graphic Design
- Planning Entitlement Processing

EXPERIENCE

Site Planning. Received awards for 2 design competitions that focused on designing human-oriented space/streets for transit and pedestrian connectivity and revitalization. Drafted 5+ conceptual site plans and land use plans for various sites.

Corridor Planning. Drafted a corridor revitalization plan in Tainan City, Taiwan. Conducted interviews with local businesses, held 3 workshops to introduce and collect feedback for the plan, and coordinated with public agencies for implementation of the proposed public transit program.

Graphics Communication. Led Graphics and Written Communications Team to develop the first comprehensive plan of the City of Caldwell, Texas. Coordinated with data analytics and public outreach team to design flyers, posters, presentations, and the final plan document. Designed branding for 4 ADU Programs in the Valley.

Research and Analysis. Conducted data cleansing, labeling, categorizing, and statistical analysis. Co-authored for journal publication and was responsible for the management of 2+ datasets. Performed infill study, fiscal analysis, biological assessment, demographic analysis, industry analysis, etc., for different projects.

Planning Assistant. Performed traffic flow and land use analysis for 3 city-scale plans to provide a fact base for the planning process. Performed zoning inquiries, environmental assessments, building and conditional use permit applications. Produced multiple exhibits, drafted proposals, and corresponded with clients and agencies. See more here: <https://tushin2.wixsite.com/tushin>

TRAININGS

- NEPA Essentials Workshop, Association of Environmental Professionals (AEP), California (September 2022)
- How to Write an EIR, AEP, California (July 2022)
- CEQA Advanced Workshop, AEP, California (March 2022)
- CEQA Essentials Workshop, AEP, California (October 2021)

EXPERIENCE - MASTER PLANNING PROJECTS

City of Caldwell Comprehensive Plan – Envision Caldwell | Caldwell, TX

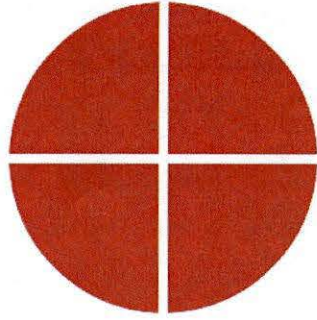
Shin, as part of the masters program's implementation course, worked with Texas Target Communities (TxTC) to lead the community and stakeholder engagement process of developing the City of Caldwell's first comprehensive plan. Shin managed and led the Graphics and Written Communications Group, which developed branding and produced a factsheet, outreach materials (slides, flyers, posters, and email templates), and the final Community Engagement and Input Report. Shin was also involved in drafting the comprehensive plan's Environment chapter and creating 3 memorandums that proposed pattern zoning ordinance in Caldwell. <https://www.caldwelltx.gov/cmp/>

City of Merced Annexation Pre-Application

Shin designed and prepared the conceptual land use plan of a 47.7-acre mixed-use development site as well as calculated wastewater and water demand and projected job generation of the development.

PUBLICATIONS

Tu, S.; Yu, S. Urban Planning for Climate Change: Comparing Climate Adaptation Plans between Taipei and Boston. *Sustainability* **2023**, 15, 934. <https://doi.org/10.3390/su15020934>



**PROVEN
EXPERTISE.**

Edward Dunkel, Jr., CEO & President
p. (559) 449-4500 f.(559) 449-4515
e. edunkel@precisioneng.net
HQ | 1234 O Street | Fresno, CA 93721



Exhibit "B"

Compensation

**Consultant Service Agreement between the City of Reedley and Precision Civil
Engineering, Inc.**

2023 MUNICIPAL SCHEDULE OF CONDITIONS

The Firm (Precision Civil Engineering, Inc.) shall perform the services outlined in this agreement for the stated fee arrangement.

ACCESS TO SITE:

Unless otherwise stated, the Firm will have access to the site for activities necessary for the performance of the services. The firm will take precautions to minimize damage due to these activities but have not included in the fee the cost of restoration of any resulting damage.

FEE:

The total fee, if stated, shall be understood to be an estimate, and shall not be exceeded by more than ten percent without written approval of the client. Where the fee arrangement is to be an hourly basis, the rates shall be those that prevail at the time services are rendered. The 2023 rates are provided below. Reimbursable expenses are to be billed separately, if applicable.

Senior Principal/Principal	\$ 250.00/Hr.	3-Man Survey Crew or GPS	\$ 275.00/Hr.
Senior Entitlement Manager/ Planner	\$ 215.00/Hr.	2-Man Survey Crew or Robotic	\$ 230.00/Hr.
Senior Designer/Professional Engineer	\$ 240.00/Hr.	1-Man Survey Crew	\$ 200.00/Hr.
Project Manager/Licensed Civil Engineer	\$ 220.00/Hr.	3-Man Survey Crew or GPS (Prevailing)	\$ 395.00/Hr.*
Project Engineer II	\$ 165.00/Hr.	2-Man Survey Crew or Robotic (Prevailing)	\$ 335.00/Hr.*
Project Engineer I	\$ 145.00/Hr.	1-Man Survey Crew (Prevailing)	\$ 225.00/Hr.*
Senior CAD Technician	\$ 130.00/Hr.	Landscape Architect	\$ 180.00/Hr.
CAD Technician II	\$ 120.00/Hr.	Environmental Specialist	\$ 140.00/Hr.
CAD Technician I	\$ 105.00/Hr.	Biologist	\$ 170.00/Hr.
Senior Planner	\$ 160.00/Hr.	Senior Construction Manager	\$ 180.00/Hr.
Senior Associate Planner	\$ 130.00/Hr.	Construction Manager	\$ 165.00/Hr.
Associate Planner	\$ 115.00/Hr.	Construction Inspector	\$ 140.00/Hr.
Assistant Planner	\$ 105.00/Hr.	QSP Trained Inspector	\$ 135.00/Hr.
Professional Licensed Surveyor	\$ 215.00/Hr.	Expert Witness (Deposition)	\$ 340.00/Hr.
Survey Manager	\$ 180.00/Hr.	Expert Witness (Trial)	\$ 420.00/Hr.
Project Surveyor/LSIT	\$ 160.00/Hr.	Clerical	\$ 80.00/Hr.
Technical Analyst/GIS Specialist	\$ 150.00/Hr.	Mileage	\$ 0.700/Mile
High-Definition Scanner	\$ 285.00/Hr.		
Registration/Fly-Through	\$ 140.00/Hr.		

*Rates denote prevailing wage rate.

BILLINGS/PAYMENTS/LATE PAYMENTS:

In the event that the Client fails to pay any invoice of the Firm within forty-five (45) days of its receipt, such invoice shall bear interest at ten percent (10%) per annum until paid. Further, in the event that the Client fails to pay any invoice of the Firm within forty-five (45) days of its receipt, the Firm shall have the right to immediately suspend all further work until such invoice is paid. The Firm's decision to suspend work on account of the Client failure to timely pay any invoice shall not constitute a breach or default of any agreement between the Firm and the Client. In addition, the Firm's decision to suspend work on account of the Client failure to timely pay any invoice shall not subject the Firm to any claim of any kind from any party for any delays or damages caused by such suspension, and the Client shall indemnify, defend and hold the Firm harmless from the same.

INDEMNIFICATION:

The Client shall indemnify and hold harmless the Firm and all of its personnel from and against any and all claims, damages, losses and expenses (including reasonable attorney's fees) arising out of or resulting from the performance of the services, provided that any such claim, damage, loss or expense is caused in whole or in part by the negligent act, omission, and/or strict liability of the Client, anyone directly or indirectly employed by the Client (except the Firm), or anyone for whose acts any of them may be liable.

The Client shall make no claim for professional negligence, either directly or in a third party claim, against Consultant unless the Client has first provided Consultant with a written certification executed by an independent design professional currently practicing in the same discipline as Consultant and licensed in the State of California. This certification shall: a) contain the name and license number of the certifier; b) specify each and every act or omission that the certifier contends is a violation of the standard of care expected of a Design Professional performing professional services under similar circumstances; and c) state in complete detail the basis for the certifier's opinion that each such act or omission constitutes such a violation. This certificate shall be provided to Consultant not less than thirty (30) calendar days prior to the presentation of any claim or the institution of any arbitration or judicial proceeding.

RISK ALLOCATION:

In recognition of the relative risks, rewards and benefits of the project to both the Client and the Firm, the risks have been allocated such that the Client agrees that, to the fullest extent permitted by law, the Firm's total liability to the Client for any and all injuries, claims, losses, expenses, damages or claim expenses arising out of this agreement from any course or causes, shall not exceed ten times our fee or \$50,000, whichever is less. Such causes include, but are not limited to, the Firm's negligence, errors, omissions, strict liability, and breach of contract or breach of warranty.

TERMINATION OF SERVICES:

This agreement may be terminated by the Client or the Firm should the other fail to perform its obligations hereunder. In the event of termination, the Client shall pay the Firm for all services rendered to the date of termination, all reimbursable expenses, and reimbursable termination expenses.

OWNERSHIP OF DOCUMENTS:

All documents produced by the Firm under this agreement shall remain the property of the Firm and the Client.

APPLICABLE LAWS:

Unless otherwise specified, the laws of the State of California shall govern this agreement.

CONFIDENTIALITY:

This document shall not be read, copied, disclosed or used by any person other than the intended recipient.

Fees represented in Schedule of Conditions are applicable until 12/31/2023.



Exhibit "C"

INSURANCE REQUIREMENTS

Consultant Service Agreement between the City of Reedley and Precision Civil Engineering, Inc.

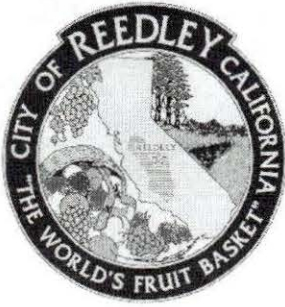
Minimum Scope of Insurance

Without limiting Consultant's indemnification of the City, and prior to commencement of Work, Consultant shall obtain, provide, and continuously maintain at its own expense during the term of this Agreement, and shall require any subconsultants to obtain and maintain, policies of insurance of the type and amounts described below and in a form satisfactory to the City.

- (a) **Workers' Compensation.** Consultant shall maintain Workers' Compensation Insurance (Statutory Limits) and Employer's Liability Insurance (with limits of at least one million dollars (\$1,000,000)).
- (b) **General Liability.** Consultant shall maintain commercial general liability insurance with coverage at least as broad as Insurance Services Office form CG or equivalent, in an amount not less than one million dollars (\$1,000,000) per occurrence, two million dollars (\$2,000,000) general aggregate, for bodily injury, personal injury, and property damage, including without limitation, blanket contractual liability. General liability policies shall provide or be endorsed using Insurance Service Office forms CG 20 10 to provide that the City and its officers, officials, employees, and agents shall be additional insureds under such policies.
- (c) **Automobile Liability.** If Consultant (or subconsultants) utilizes automobile insurance at least as broad as Insurance Services Office form CA 00 01 covering bodily injury and property damage for all activities of the Consultant arising out of or in connection with Work to be performed under this Agreement, including coverage for any owned, hired, non-owned or rented vehicles, in an amount not less than one million dollars (\$1,000,000) combined single limit for each accident.
- (d) **Professional Liability (Errors and Omissions).** Consultant shall maintain professional liability insurance that insures against professional errors and omissions that may be made in performing the Services to be rendered in connection with this Agreement, in the minimum amount of one million dollars (\$1,000,000) per claim and in the aggregate. Any policy inception date, continuity date, or retroactive date must be before the effective date of this agreement, and Consultant agrees to maintain continuous coverage through a period of no less than one year after completion of the Services required by this Agreement.
- (e) **Proof of Insurance.** Consultant shall provide to City, certificates of insurance and endorsements, as required, as evidence of the insurance coverage required herein. Insurance certificates and endorsements must be approved by the City

prior to commencement of performance. Current evidence of insurance shall be kept on file with the City at all times during the term of this Agreement. The City reserves the right to require complete, certified copies of all required insurance policies, at any time.

- (f) Acceptable Insurers. All insurance policies shall be issued by an insurance company currently authorized by the Insurance Commissioner to transact business of insurance in the State of California, with an assigned policyholders' Rating of A- (or higher) and Financial Size Category Class VII (or larger), in accordance with the latest edition of Best's Key Rating Guide, unless otherwise approved by the City.
- (g) Enforcement of Contract Provisions (non estoppel). Consultant acknowledges and agrees that any actual or alleged failure on the part of the City to inform Consultant of non-compliance with any requirement imposes no additional obligations on the City, nor does it waive any rights hereunder.
- (h) Specifications not Limiting. Requirements of specific coverage features or limits contained in the Section are not intended as a limitation on coverage, limits or other requirements, or a waiver of any coverage normally provided by an insurance. Specific reference to a given coverage feature is for purposes of clarification only as it pertains to a given issue and is not intended by any party or insured to be all inclusive, or to the exclusion of other coverage, or a waiver of any type.
- (i) Notice of Cancellation. Consultant agrees to oblige its insurance agent or broker and insurers to provide to City with thirty (30) days' notice of cancellation (except for nonpayment for which ten (10) days' notice is required) or nonrenewal of coverage for each required coverage.
- (j) Self-insured Retentions. Any self-insured retentions must be declared to and approved by the City. City reserves the right to require that self-insured retentions be eliminated, lowered, or replaced by a deductible. Self-insurance will not be considered to comply with these specifications unless approved by the City.
- (k) Timely Notice of Claims. Consultant shall give City prompt and timely notice of claims made or suits instituted that arise out of or result from Consultant's performance under this Agreement, and that involve or may involve coverage under any of the required liability policies.



REEDLEY CITY COUNCIL

- Consent
 Regular Item
 Workshop
 Closed Session
 Public Hearing

ITEM NO: 5

DATE: September 12, 2023

TITLE: APPROVE AND AUTHORIZE THE CITY MANAGER TO EXECUTE A MEMORANDUM OF UNDERSTANDING WITH PALM VILLAGE RETIREMENT COMMUNITY TO ADOPT A MEDIAN.

SUBMITTED: Russ Robertson, Public Works Director *RR*
Heather Kredit, Senior Management Analyst *HK*

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

RECOMMENDATION

Approve and authorize the City Manager to execute a Memorandum Of Understanding with Palm Village Retirement Community to adopt a median.

EXECUTIVE SUMMARY

Palm Village is a community for senior living that is located at 703 W. Herbert in Reedley. Several years ago Palm Village approached the City with the idea of "adopting" the median island located at the intersecting corners of I street, Reed Ave., and 7th street. Palm Village agreed to rehabilitate the median island and provide on-going maintenance to the landscape in exchange for the placement of an organization recognition sign. The City entered into an informal agreement with Palm Village as a trial project to evaluate the potential success and benefits to the City. The trial project has proven to be successful and the City and Palm Village have been in discussions to once again re-work the median island to provide new drought tolerant plants and landscape. Staff would like to enter into a formal MOU with Palm Village to provide a clear understanding and document the responsibilities of each party. Palm Village will pay all costs for the upgrades to the median island which will beautify the median for the enjoyment of the public, and will then assume maintenance responsibilities of the island which will equate to maintenance cost savings to the City. In exchange, Palm Village will be permitted to place an organization recognition sign in the median island. Exact design and location of the sign is to be approved by the City before placement.

FISCAL IMPACT

Cost savings to the City

ATTACHMENTS

1. Adopt a median MOU
2. Exhibit "A"

City of Reedley

MEMORANDUM OF UNDERSTANDING FOR AN INDIVIDUAL OR ORGANIZATION

This Memorandum of Understanding (MOU) is made by and between the City of Reedley (City) and Palm Village Retirement Community (Adopter) to adopt the median island located at the intersecting corners of I Street, Reed Ave., and 7th Street. (adopted site). The specific terms of this MOU pertain to the services provided by the Adopter at the adopted site entered into this _____ day of _____, 2023.

I. Service Description, Schedule of Service

All labor and materials associated with the beautification of the median(s) are the sole responsibility of the Adopter.

Adopter shall provide the City with a landscape plan. This plan will be reviewed by the City and must be approved in writing before the Adopter begins any improvements.

Adopter shall provide the City with a landscape maintenance schedule/plan. This plan shall detail the days and times of scheduled maintenance and will be reviewed by the City and must be approved before Adopter begins any work at the adopted site.

Plants planted near intersections shall be no more than 30" inches in height so they do not obstruct traffic. The adopted area shall be kept as litter-free as possible. Flowerbeds should be kept weed free. Trees, shrubs, or any other living plants shall not be removed without prior written approval by the City.

II. Signage

In recognition of the landscape rehabilitation and service commitment by the Adopter, the Adopting Organization (Palm Village) may post within the adopted median/planter, one (1) appropriate sign designating the name of the Adopter at the site. The sign shall not exceed 38' x 72" in size.

Sign design and location must be approved prior to installation by the City. Adopter will provide graffiti removal services by cleaning or painting all surfaces as necessary.

III. Release, Waiver Indemnity

The City shall not be liable at any time for loss, damages, or injury to the person or property of any person at any time, occasioned by or arising out of any act or omission of Adopter, except that caused by the sole negligent act or omission of the City, its officers, agents or employees.

Adopter shall release, indemnify and hold harmless, and defend City, its officers, agents, and employees, from and against any and all claims, demands, loss, or liability of any kind or nature which City, its officers, agents, employees or any other person may sustain or incur or imposed upon them or any of them for injury to, or death of, persons, or damage to property arising out of or in any manner connected with the negligence or lack of care of Adopter, its officers, agents, employees, or members through the participation in the Adopt A Median/Planter MOU. The organization's staff and volunteers are not eligible to receive and are not covered by Worker's Compensation from the City through their participation in the Adopt A

Median/Planter MOU. The undersigned agrees that the contents of this Section V shall be binding upon his/her heirs, executors, assignees, and administrators.

Adopter shall be solely responsible for the means and methods to be utilized in the Adopt a Median/Planter MOU and shall supervise and direct the efforts of its volunteers. City personnel will be available to provide guidance (if necessary) but (except as provided herein) will not supervise, direct or control the conduct of performance by Adopter or its volunteers.

This release, waiver, and indemnity language shall survive Adopter's participation in the Adopt A Median/Planter MOU.

Upon execution of this MOU, Adopter shall be responsible for requiring that each individual participant whether an agent, employee or volunteer of Palm Village sign a Release, Waiver and Indemnity Agreement in the same form as that in this Section V.

IV. Insurance Requirements – Commercial General Liability

- a. Adopter shall maintain commercial general liability insurance with coverage at least as broad as Insurance Services Office form CG 00 01, in an amount not less than one million dollars (\$1,000,000) per occurrence for bodily injury, personal injury, and property damage, including without limitation, blanket contractual liability. If a general aggregate limit applies, either the general aggregate limit shall apply separately to this project/location or the general aggregate limit shall be twice the required occurrence limit. Adopter's general liability policies shall be primary and shall not seek contribution from the City's coverage, and be endorsed using Insurance Services Office form CG 20 10 (or equivalent) to provide that City and its officers, officials, employees, and agents shall be additional insureds under such policies. For construction projects, an endorsement providing completed operations coverage for the additional insured, ISO form CG 20 37 (or equivalent), is also required.
- b. Any failure to comply with reporting provisions of the policies by Adopter shall not affect coverage provided the City.
- c. Coverage shall state that Adopter's insurance shall apply separately to each insured against whom claim is made or suit is brought, except with respect to the limits of the insurer's liability.
- d. Coverage shall contain a waiver of subrogation in favor of the City.
- e. Any available insurance proceeds broader than or in excess of the specified minimum insurance coverage requirements and/or limits shall be available to the City. Furthermore, the requirements for coverage and limits shall be (1) the minimum coverage and limits specified in this Agreement; or (2) the broader coverage and maximum limits of coverage of any Insurance policy or proceeds available to the named insured; whichever is greater. No representation is made that the minimum insurance requirements of this agreement are sufficient to cover the obligations of the Vendor under this agreement.
- f. Each insurance policy required by the agreement shall be endorsed to state that coverage shall not be suspended, voided, cancelled, or reduced in limits except after thirty (30) days' prior written notice has been given to the City, except that ten (10) days' prior written notice shall apply in the event of cancellation for nonpayment of premium.
- g. All self-insurance, self-insured retentions, and deductibles must be declared and approved by the City.

- h. Evidence of Insurance - Prior to commencement of work, Adopter shall furnish the City with certificates, additional insured endorsements, and waivers of subrogation evidencing compliance with the insurance requirements above. Adopter must agree to provide complete, certified copies of all required insurance policies if requested by the City.

V. Cancellation

This MOU will remain in effect indefinitely unless terminated by either party upon thirty (30) days written notice to either party to so terminate.

Palm Village Retirement Community

Signature of Representative

Date

Printed Name

Title

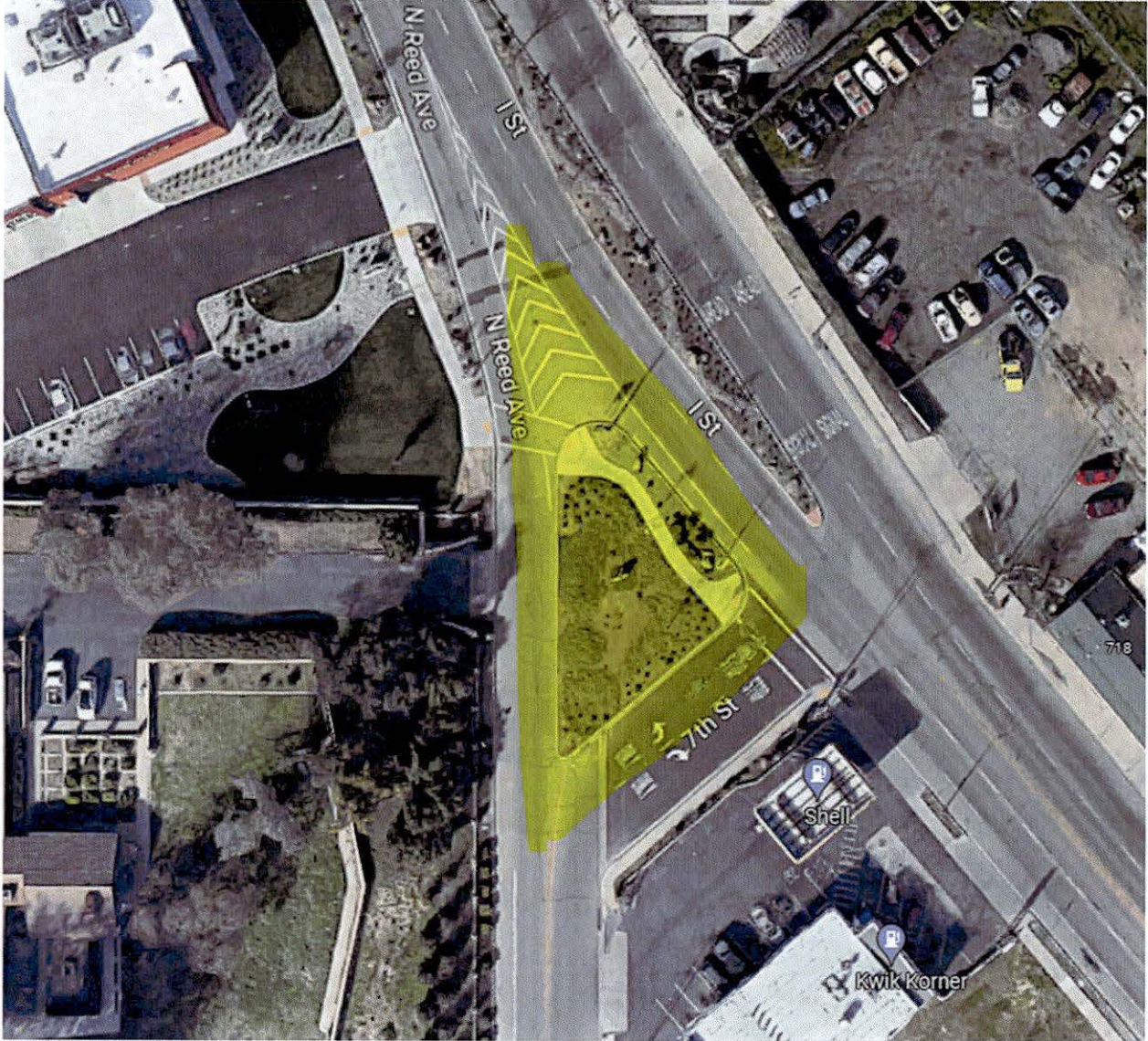
City of Reedley

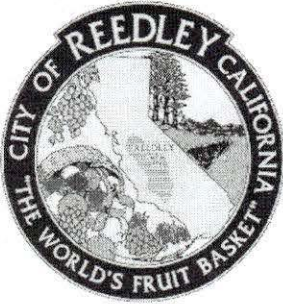
Approved by:

City Manager

Date

Exhibit "A"





REEDLEY CITY COUNCIL

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

ITEM NO: 6

DATE: September 12, 2023

TITLE: APPROVE AND AUTHORIZE THE CITY MANAGER TO EXECUTE A MEMORANDUM OF UNDERSTANDING WITH THE REEDLEY MUSEUM FOR INSTALLATION OF A STREETLIGHT BANNER.

SUBMITTED: Russ Robertson, Public Works Director *RR*
Heather Kredit, Senior Management Analyst

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

RECOMMENDATION

Approve and authorize the City Manager to execute a Memorandum of Understanding with the Reedley Museum for installation of a streetlight banner to be hung directly in front of the Museum building located at 1752 10th Street.

EXECUTIVE SUMMARY

The Reedley Museum, a non-profit public service entity which resides on public property and provides free entry to the public, requested the installation of a banner listing the Reedley Museum name and operating hours of the museum to be hung on the streetlight pole in front of the Museum building in an effort to increase public awareness of the museum's presence. The banner would be the same size as the current military veteran banners that are hung on streetlight poles in various areas of the City. The Reedley Museum agrees to pay for designing the banner. The proposed sign size and sign design will be reviewed by the City and must be approved in writing by the City before the banner may be hung. City staff will install the banner. The maintenance and upkeep of the banner will be the sole responsibility of the Reedley Museum. If the banner becomes unsightly or in a state of disrepair the City reserves the right to remove the banner without prior notice.

FISCAL IMPACT

Minimal cost to the City of hanging the banner.

ATTACHMENTS

Memorandum of Understanding with Reedley Museum

City of Reedley

**MEMORANDUM OF UNDERSTANDING
FOR AN INDIVIDUAL OR ORGANIZATION**

This Memorandum of Understanding (MOU) is made by and between the City of Reedley (City) and Reedley Museum for the installation of a street light pole banner to be hung directly in front of the building located at 1752 10th Street. (site). The specific terms of this MOU pertain to the placement of said banner entered into this ____ day of _____, 2023.

The Reedley Museum, a non-profit public service entity which resides on public property and provides free entry to the public, requested the installation of a banner listing the operating hours of the museum to be hung on the streetlight pole in front of the Museum building. The Reedley Museum agrees to pay for designing the banner. The proposed sign size and sign design will be reviewed by the City and must be approved in writing by the City before the banner may be hung. City staff will provide all mounting hardware and shall install the banner. The maintenance and upkeep of banners is the sole responsibility of the Reedley Museum. If the banner becomes unsightly or in a state of disrepair the City reserves the right to remove the banner without prior notice.

Reedley Museum

Signature of Representative

Date

Printed Name

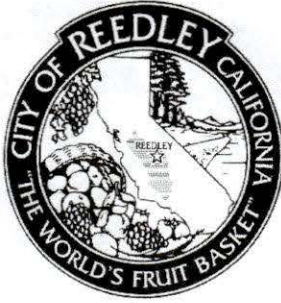
Title

City of Reedley

Approved by:

City Manager

Date



REEDLEY CITY COUNCIL

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

ITEM NO: 7

DATE: September 12, 2023

TITLE: CONSIDER THE FOLLOWING ITEMS (A) AND (B) FOR COMMUNITY DEVELOPMENT BLOCK GRANT (CDBG) PROJECT NO. 21571, E STREET RECONSTRUCTION FROM TENTH STREET TO TWELFTH STREET:

(A) ADOPT BUDGET RESOLUTION NO. 2023-064 AMENDING THE FISCAL YEAR 2023-2024 BUDGET TO APPROPRIATE AVAILABLE FUNDS IN THE AMOUNT OF \$422,348 FOR CDBG PROJECT NO. 21571, E STREET RECONSTRUCTION FROM TENTH STREET TO TWELFTH STREET

(B) ADOPT RESOLUTION NO. 2023-065 AWARDDING A CONSTRUCTION CONTRACT TO EMMETT VALLEY CONSTRUCTION FOR CDBG PROJECT NO. 21571, E STREET RECONSTRUCTION FROM TENTH STREET TO TWELFTH STREET

PREPARED: Linda Xiong *LX*
Assistant Engineer

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

APPROVED: Nicole Zieba *NZ*
City Manager

RECOMMENDATION

Staff recommends that the City Council take the following actions:

- (A) Adopt Budget Resolution No. 2023-064 amending the fiscal year 2023-2024 budget to appropriate available funds in the amount of \$422,348 for CDBG Project No. 21571, E Street Reconstruction from Tenth Street to Twelfth Street.
- (B) Adopt Resolution No. 2023-065, awarding a construction contract to Emmett Valley Construction for CDBG project no. 21571, E Street reconstruction from Tenth Street to Twelfth Street.

EXECUTIVE SUMMARY

Staff is requesting that the City Council adopt Budget Resolution No. 2023-064 in the amount of \$422,348 to fully fund construction, construction management, and contingencies to complete the Community Development Block Grant (CDBG) Project No. 21571, E Street Reconstruction from Tenth Street to Twelfth Street (Project). The Project will be fully funded by CDBG funds and if any additional

funds are required for this project, Measure C Street Maintenance funds will be allocated towards the Project.

The Project is located on E Street from Tenth Street and Twelfth Street and includes the following major construction items: roadway reconstruction, installation of ADA compliant driveway approaches, ramps and sidewalks, pavement delineation and minor storm drain items.

In conjunction with the requested budget amendment, Staff is requesting that Council adopt Resolution No. 2023-065 awarding the Project to Emmett Valley Construction in the amount of \$319,711.00 and authorize the City Manager to execute the Public Improvement Agreement for the Project. Execution of the Agreement is subject to the submittal of the necessary bonds, insurance certificates and other necessary documents as required by the specifications, special provisions for this project and State law.

Staff is also requesting that a contingency of 10% of the base bid, or \$31,971.10 be included in the Council action to cover any unforeseen incidentals.

PROJECT DESCRIPTION/BACKGROUND

The City of Reedley and County of Fresno entered into Agreement 23-432 for the Project on August 22, 2023. The scope of work for the Project includes, in general, roadway reconstruction, installation of ADA compliant driveway approaches, ramps and sidewalks, pavement delineation and minor storm drain items.

On April 6, 2023, a Notice to Bidders for the Project was advertised in Mid-Valley Times, the City website, and on local builders exchanges for a period of approximately three (3) weeks. During the bidding period, six (6) contractors requested bid documents from the City for this project. Two (2) addenda were issued during the project bidding period for the mandatory 10-day federal wage check as required for Davis-Bacon Act prevailing wage compliance and to provide the geotechnical report to contractors.

On April 25, 2023, City staff conducted the bid opening for this project where five (5) bids were received, opened, and read aloud. The bids received for the total Base Bid ranged from \$319,711.00 to \$509,532.00 as shown in the attached Bid Tabulation. The engineer's estimate of probable cost for the Base Bid was \$586,208.00.

The Project's construction award was postponed because the County's environmental clearance took longer than expected. The County was unable to finalize Agreement 23-432 without obtaining environmental clearance, and the City could not award the contract until the Agreement was executed.

PRIOR COUNCIL ACTIONS

Resolution No. 2023-023 authorizing the execution of the City-County Agreement for Community Development Block Grant Project No. 21571, E Street Reconstruction from Tenth Street to Twelfth Street.

FISCAL IMPACT

The total authorization request for the construction contract is \$319,711.00 with an additional contingency amount of \$31,971.10 for a total of \$351,682.10. There is no impact to the General Fund as the project is funded with CDBG. The total budget for the Project is \$422,348.00 which includes the cost of construction, staff time for construction management and inspections, construction staking, and construction testing.

ATTACHMENTS

1. Budget Resolution No. 2023-064
2. Resolution No. 2023-065
3. Bid Tabulation

BUDGET AMENDMENT RESOLUTION 2023-064

The City Council of the City of Reedley does hereby amend the 2023-24 Budget as follows:

SECTION I - ADDITIONS

Account Number	Account Description	Amount
024-4460.6252	CDBG 21571 E Street Reconstruction	\$ 422,348

Total		\$ 422,348
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Purpose: Construction improvements and construction management costs for CDBG Project No. 21571 E Street Reconstruction from 10th Street to 12th Street

SECTION II - SOURCE OF FUNDING

Account Number	Account Description	Amount
024-3875	CDBG 21571	\$ 422,348

Total		\$ 422,348
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Impact: Sufficient funds in CDBG account for the construction improvements and construction management of CDBG Project No. 21571 E Street Reconstruction from 10th Street to 12th Street

REVIEWED:


Assistant City Manager

RECOMMENDED:


City Manager

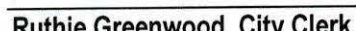
The foregoing resolution was approved by the City Council of the City of Reedley on this 12th day of September 2023, by the following vote:

AYES:
NOES:
ABSENT:
ABSTAIN:

APPROVED:


Anita Betancourt, Mayor

ATTEST:


Ruthie Greenwood, City Clerk

RESOLUTION NO. 2023-065

**A RESOLUTION TO THE CITY COUNCIL OF THE CITY OF REEDLEY
AWARDING A CONSTRUCTION CONTRACT TO EMMETT VALLEY
CONSTRUCTION FOR CDBG PROJECT NO. 21571, E STREET
RECONSTRUCTION FROM TENTH STREET TO TWELFTH STREET**

WHEREAS, the City of Reedley issued a Notice to Bidders for CDBG Project No. 21571, E Street Reconstruction from Tenth Street to Twelfth Street Project; and

WHEREAS, the City received, opened, and read aloud five (5) bids which the total Base Bid ranged from \$319,711.00 to \$509,532.00; and

WHEREAS, the lowest, most responsive and responsible bid was submitted by Emmett Valley Construction; and

WHEREAS, the City Council, using their independent judgment desires to award a construction contract for the lowest responsible responsive bid for total Base Bid in the amount of \$319,711.00.

NOW, THEREFORE, BE IT RESOLVED by the City Council of the City of Reedley, using their independent judgment, hereby approves Resolution No. 2023-065 based on the following:

1. The above recitals are true and correct; and
2. That the contract for the CDBG Project No. 21571, E Street Reconstruction from Tenth Street to Twelfth Street Project is awarded to Emmett's Excavation, Inc. for the unit and lump sum prices as bid, the total amount of the contract being \$319,711.00.
3. That the City Manager is authorized and directed to promptly execute the contract for the subject work with Emmett Valley Construction subject to the submittal of the necessary bonds, insurance certificates and other necessary documents required by the specifications and special provisions for this project, all for the approval by and to the satisfaction of the City Engineer and the City Attorney.
4. The City Manager or her designee, is hereby authorized to execute contract change orders to the contract for this project and shall not exceed 10% of the Base Bid or \$31,971.10 without prior approval of this City Council.
5. The construction budget for this project, which includes the construction contract and contingency costs, shall not exceed approximately \$351,682.10.
6. This resolution is effective immediately upon adoption.

This forgoing resolution is hereby approved at a regular meeting of the City Council of the City of Reedley held on the 12th day of September 2023, by the following vote:

AYES:

NOES:

ABSTAIN:

ABSENT:

Anita Bentancourt, Mayor

ATTEST:

Ruthie Greenwood, City Clerk

E Street Reconstruction CBDG 21571 Bid Tabulation				Emmet Valley Construction		Terra West Construction, Inc.		RJ Barry Jr, Inc.		Agee Construction		Dave Christian Construction	
Item No.	Description	Quantity	Units	Unit Cost	Total	Unit Cost	Total	Unit Cost	Total	Unit Cost	Total	Unit Cost	Total
BASE BID													
1	Mobilization	1	LS	\$ 5,000.00	\$ 5,000.00	\$ 29,000.00	\$ 29,000.00	\$ 34,000.00	\$ 34,000.00	\$ 45,000.00	\$ 45,000.00	\$ 9,000.00	\$ 9,000.00
2	Insurance and Bonds	1	LS	\$ 2,000.00	\$ 2,000.00	\$ 9,000.00	\$ 9,000.00	\$ 4,100.00	\$ 4,100.00	\$ 600.00	\$ 600.00	\$ 6,000.00	\$ 6,000.00
3	Provide and Maintain Traffic Control	1	LS	\$ 6,800.00	\$ 6,800.00	\$ 12,000.00	\$ 12,000.00	\$ 10,000.00	\$ 10,000.00	\$ 32,000.00	\$ 32,000.00	\$ 25,000.00	\$ 25,000.00
4	Dust Control and BMP Compliance	1	LS	\$ 2,000.00	\$ 2,000.00	\$ 2,000.00	\$ 2,000.00	\$ 10,000.00	\$ 10,000.00	\$ 5,000.00	\$ 5,000.00	\$ 4,800.00	\$ 4,800.00
5	Roadway Excavation and Grading (F)	3,040	CY	\$ 10.00	\$ 30,400.00	\$ 17.00	\$ 51,680.00	\$ 20.00	\$ 60,800.00	\$ 25.00	\$ 76,000.00	\$ 14.35	\$ 43,624.00
6	Hot Mix Asphalt Concrete, Type A	750	TN	\$ 106.00	\$ 79,500.00	\$ 120.00	\$ 90,000.00	\$ 110.00	\$ 82,500.00	\$ 133.00	\$ 99,750.00	\$ 122.00	\$ 91,500.00
7	Aggregate Base, Class 2	1,750	TN	\$ 37.00	\$ 64,750.00	\$ 35.00	\$ 61,250.00	\$ 40.00	\$ 70,000.00	\$ 45.00	\$ 78,750.00	\$ 33.00	\$ 57,750.00
8	Saw-cutting	724	LF	\$ 3.00	\$ 2,172.00	\$ 2.00	\$ 1,448.00	\$ 2.00	\$ 1,448.00	\$ 5.00	\$ 3,620.00	\$ 4.00	\$ 2,896.00
9	Concrete Removal and Disposal (F)	95	CY	\$ 137.00	\$ 13,015.00	\$ 220.00	\$ 20,900.00	\$ 160.00	\$ 15,200.00	\$ 268.00	\$ 25,460.00	\$ 130.00	\$ 12,350.00
10	12' Radius Curb Return	4	EA	\$ 2,450.00	\$ 9,800.00	\$ 2,700.00	\$ 10,800.00	\$ 2,800.00	\$ 11,200.00	\$ 3,800.00	\$ 15,200.00	\$ 2,200.00	\$ 8,800.00
11	ADA Ramp	1	EA	\$ 2,400.00	\$ 2,400.00	\$ 2,600.00	\$ 2,600.00	\$ 3,800.00	\$ 3,800.00	\$ 3,800.00	\$ 3,800.00	\$ 3,900.00	\$ 3,900.00
12	Curb and Gutter	451	LF	\$ 44.00	\$ 19,844.00	\$ 43.00	\$ 19,393.00	\$ 48.00	\$ 21,648.00	\$ 47.00	\$ 21,197.00	\$ 37.00	\$ 16,687.00
13	Concrete Sidewalk	1,690	SF	\$ 7.00	\$ 11,830.00	\$ 9.50	\$ 16,055.00	\$ 11.00	\$ 18,590.00	\$ 9.50	\$ 16,055.00	\$ 8.00	\$ 13,520.00
14	Commercial Driveway Approach	6	EA	\$ 4,000.00	\$ 24,000.00	\$ 5,700.00	\$ 34,200.00	\$ 5,500.00	\$ 33,000.00	\$ 4,500.00	\$ 27,000.00	\$ 4,900.00	\$ 29,400.00
15	Residential Driveway Approach	3	EA	\$ 2,000.00	\$ 6,000.00	\$ 1,800.00	\$ 5,400.00	\$ 2,600.00	\$ 7,800.00	\$ 3,000.00	\$ 9,000.00	\$ 2,500.00	\$ 7,500.00
16	Pavement Delineation and Signage	1	LS	\$ 10,200.00	\$ 10,200.00	\$ 9,000.00	\$ 9,000.00	\$ 10,000.00	\$ 10,000.00	\$ 14,000.00	\$ 14,000.00	\$ 11,000.00	\$ 11,000.00
17	Storm Drain Catch Basin, Piping, and Appurtenances	1	LS	\$ 17,000.00	\$ 17,000.00	\$ 9,000.00	\$ 9,000.00	\$ 6,000.00	\$ 6,000.00	\$ 5,000.00	\$ 5,000.00	\$ 8,500.00	\$ 8,500.00
18	Sidewalk Drain	1	EA	\$ 1,500.00	\$ 1,500.00	\$ 600.00	\$ 600.00	\$ 1,000.00	\$ 1,000.00	\$ 3,300.00	\$ 3,300.00	\$ 1,650.00	\$ 1,650.00
19	Adjust Manhole Frame and Cover to Grade	2	EA	\$ 1,500.00	\$ 3,000.00	\$ 1,700.00	\$ 3,400.00	\$ 1,500.00	\$ 3,000.00	\$ 2,400.00	\$ 4,800.00	\$ 1,600.00	\$ 3,200.00
20	Miscellaneous Facilities and Operations	1	LS	\$ 8,500.00	\$ 8,500.00	\$ 6,000.00	\$ 6,000.00	\$ 5,000.00	\$ 5,000.00	\$ 24,000.00	\$ 24,000.00	\$ 2,500.00	\$ 2,500.00
Total for BASE BID:					\$ 319,711.00		\$ 393,726.00		\$ 409,086.00		\$ 509,532.00		\$ 359,577.00

Subcontractors	Concrete	Madera Concrete	Madera Concrete	Fresno Concrete Cont. Inc	Madera Concrete	Fresno Concrete Construction, Inc.
	Traffic Control	Safely Network	KRC Safety Company Inc.			
	Striping	Fresno Seal & Stripe	Fresno Seal & Stripe	Safety Striping Service Inc	Chrip Company	Safety Striping Service Inc

Note: 1 Mathematical Error



REEDLEY CITY COUNCIL

- Consent Calendar
- Regular Item
- Workshop
- Closed Session
- Public Hearing

ITEM NO: 8

DATE: September 12, 2023

TITLE: CONSIDER THE FOLLOWING ITEMS (A) AND (B) FOR TRACT 6178, FRANKWOOD COMMONS:

(A) ADOPT RESOLUTION NO. 2023-066, ACCEPTING THE PUBLIC IMPROVEMENTS CONTAINED IN PHASE 1 OF TRACT 6178, FRANKWOOD COMMONS, AND AUTHORIZE THE CITY ENGINEER TO FILE A NOTICE OF COMPLETION WITH THE COUNTY OF FRESNO RECORDER'S OFFICE

(B) ADOPT RESOLUTION NO. 2023-067, ACCEPTING THE PUBLIC IMPROVEMENTS CONTAINED IN PHASE 3 OF TRACT 6178, FRANKWOOD COMMONS, AND AUTHORIZE THE CITY ENGINEER TO FILE A NOTICE OF COMPLETION WITH THE COUNTY OF FRESNO RECORDER'S OFFICE

PREPARED: Linda Xiong *LX*
Engineering Assistant

SUBMITTED: Marilu Morales *[Signature]*
City Engineer

APPROVED: Nicole Zieba *[Signature]*
City Manager

RECOMMENDATION

Staff recommends that the City Council take the following actions:

- (A) Adopt Resolution No. 2023-066, accepting the public improvements and authorizing the City Engineer to file a Notice of Completion for Phase 1 of Tract 6178 Frankwood Commons.
- (B) Adopt Resolution No. 2023-067, accepting the public improvements and authorizing the City Engineer to file a Notice of Completion for Phase 3 of Tract 6178, Frankwood Commons.

EXECUTIVE SUMMARY

The Subdivision Map Improvement Agreement and Final Map for Phase 1 and 3 of Tract 6178, Frankwood Commons, were approved by City Council on November 10, 2020 and June 28, 2022, respectively. The subdivision was divided into three phases, with Phase 2 previously accepted by City Council on August 8, 2023. Phase 1 has 56 single-family residences and Phase 3 has 52. These homes are located on the northeast corner of Frankwood Avenue and South Avenue. The public infrastructure improvements consisting of water, sewer, and storm drain facilities as well as street paving, landscaping, lighting, and ADA improvements have been completed and staff is recommending these improvements be accepted by the City of Reedley City Council. Per the Subdivision Agreements, the subdivider has provided the City with a warranty bond for Phase 1 worth \$491,976.26 and \$124,771.51 for Phase 3, valid for one (1) year.

PRIOR COUNCIL ACTIONS

City Resolution No. 2023-063 accepting the public improvements contained in Phase 2 of Tract 6178, Frankwood Commons, and authorize the City Engineer to file a notice of completion with the County of Fresno Recorder's office.

City Resolution No. 2022-059 approving the Final Map and associated Subdivision Improvement Agreement for Phase Three of Tentative Subdivision Map (TSM) 6178, Frankwood Commons.

City Resolution No. 2021-034 approving the Subdivision Map Improvement Agreement and Final Map for Phase Two of the TSM 6178.

City Resolution No. 2020-094 approving the Final Map and associated Subdivision Improvement Agreement for Phase One of TSM 6178.

FISCAL IMPACT

There is no fiscal impact with regard to the recordation of a Notice of Completion for the Project.

ATTACHMENTS

1. Resolution No. 2023-066
2. Notice of Completion (For Tract 6178 Phase 1)
3. Resolution No. 2023-067
4. Notice of Completion (For Tract 6178 Phase 3)

RESOLUTION NO. 2023-066

ADOPT RESOLUTION NO. 2023-066, ACCEPTING THE PUBLIC IMPROVEMENTS CONTAINED IN PHASE 1 OF TRACT 6178, FRANKWOOD COMMONS, AND AUTHORIZE THE CITY ENGINEER TO FILE A NOTICE OF COMPLETION WITH THE COUNTY OF FRESNO RECORDER'S OFFICE

WHEREAS, Phase 1 of Tract 6178 Frankwood Commons has been completed per the plans and specifications; and

WHEREAS, there are no outstanding matters with the Developer regarding construction items; and

WHEREAS, on September 12, 2023, the City held a public meeting at the City of Reedley Council Chamber, at 845 "G" Street to consider acceptance of the construction improvements.

NOW, THEREFORE, BE IT RESOLVED that the City Council of the City of Reedley using their independent judgment hereby resolves as follows:

1. The above recitals are true and correct and incorporated herein by reference; and
2. The City Council using their independent judgment, hereby accepts the subject improvements; and
3. The City Council hereby accepts the subject project for maintenance in accordance with the provisions of the contract and applicable ordinances and policies; and
4. The City Council approves the Notice of Completion for the construction improvements for Phase 1 of Tract 6178 Frankwood Commons and hereby authorizes the City Engineer to transmit the attached Notice of Completion to the Fresno County Recorders' Office.
5. This resolution is effective upon adoption.

This foregoing resolution is hereby approved on the 12th day of September 2023, in the City of Reedley, by the following vote:

AYES:

NOES:

ABSTAIN:

ABSENT:

ATTEST:

Anita Bentancourt, Mayor

Ruthie Greenwood, City Clerk

**RECORDING REQUESTED BY:
AND FOR THE BENEFIT OF,**

City of Reedley
No Fee-Gov/t. Code Sections
6103 and 27383

WHEN RECORDED, MAIL TO:

City of Reedley
Engineering Department
1733 9th Street
Reedley, CA 93654

SPACE ABOVE THIS LINE FOR RECORDER'S USE

NOTICE OF COMPLETION

Notice pursuant to Civil Code Section 3093, must be filed within 10 days after completion.

Notice is hereby given that:

1. The undersigned is owner or corporate officer of the owner of the interest or estate stated below in the property hereinafter described:
2. The full name of the owner is: **City of Reedley**
3. The full address of the owner is: **1733 Ninth Street, Reedley, CA 93654**
4. The nature of the interest or estate of the owner is: **City of Reedley Right-of-Way**
5. A work of improvement on the property hereinafter described was completed on: **September 12, 2023**. The work done was: **Phase 1 of TRACT 6178, Frankwood Commons**
6. The name of the subdivider, if any, for such work of improvement was: **Presidio JJR San Rio 100, LLC**
7. The property on which said work of improvement was completed is in the **City of Reedley**, County of Fresno, State of California, and is described as follows: **Public right-of-way within the City of Reedley on the northeast corner of Frankwood Avenue and South Avenue**
8. The street address of said property is: **N/A**
9. Resolution No. 2023-066, Attached Hereto and Made a Part Hereof.

Dated: _____

Marilu S. Morales, P.E.
City Engineer

VERIFICATION

I, the undersigned, say: I am the City Engineer for the City of Reedley, the declarant of the foregoing notice of completion;

I have read said notice of completion and know the contents thereof; the same is true of my own knowledge. I declare under penalty of perjury that the foregoing is true and correct.

- Marilu S. Morales

(PERSONAL SIGNATURE OF THE INDIVIDUAL WHO IS SWEARING THAT THE CONTENTS OF THE NOTICE OF COMPLETION ARE TRUE.)

Executed on _____, 2023, at Reedley, California
(DATE) (CITY) (STATE)

RESOLUTION NO. 2023-067

ADOPT RESOLUTION NO. 2023-067, ACCEPTING THE PUBLIC IMPROVEMENTS CONTAINED IN PHASE 3 OF TRACT 6178, FRANKWOOD COMMONS, AND AUTHORIZE THE CITY ENGINEER TO FILE A NOTICE OF COMPLETION WITH THE COUNTY OF FRESNO RECORDER'S OFFICE

WHEREAS, Phase 3 of Tract 6178 Frankwood Commons has been completed per the plans and specifications; and

WHEREAS, there are no outstanding matters with the Developer regarding construction items; and

WHEREAS, on September 12, 2023, the City held a public meeting at the City of Reedley Council Chamber, at 845 "G" Street to consider acceptance of the construction improvements.

NOW, THEREFORE, BE IT RESOLVED that the City Council of the City of Reedley using their independent judgment hereby resolves as follows:

1. The above recitals are true and correct and incorporated herein by reference; and
2. The City Council using their independent judgment, hereby accepts the subject improvements; and
3. The City Council hereby accepts the subject project for maintenance in accordance with the provisions of the contract and applicable ordinances and policies; and
4. The City Council approves the Notice of Completion for the construction improvements for Phase 3 of Tract 6178 Frankwood Commons and hereby authorizes the City Engineer to transmit the attached Notice of Completion to the Fresno County Recorders' Office.
5. This resolution is effective upon adoption.

This foregoing resolution is hereby approved on the 12th day of September 2023, in the City of Reedley, by the following vote:

AYES:

NOES:

ABSTAIN:

ABSENT:

ATTEST:

Anita Bentancourt, Mayor

Ruthie Greenwood, City Clerk

**RECORDING REQUESTED BY:
AND FOR THE BENEFIT OF,**

City of Reedley
No Fee-Gov/t. Code Sections
6103 and 27383

WHEN RECORDED, MAIL TO:

City of Reedley
Engineering Department
1733 9th Street
Reedley, CA 93654

SPACE ABOVE THIS LINE FOR RECORDER'S USE

NOTICE OF COMPLETION

Notice pursuant to Civil Code Section 3093, must be filed within 10 days after completion.

Notice is hereby given that:

1. The undersigned is owner or corporate officer of the owner of the interest or estate stated below in the property hereinafter described:
2. The full name of the owner is: **City of Reedley**
3. The full address of the owner is: **1733 Ninth Street, Reedley, CA 93654**
4. The nature of the interest or estate of the owner is: **City of Reedley Right-of-Way**
5. A work of improvement on the property hereinafter described was completed on: **September 12, 2023**. The work done was: **Phase 3 of TRACT 6178, Frankwood Commons**
6. The name of the subdivider, if any, for such work of improvement was: **Presidio JJR San Rio 100, LLC**
7. The property on which said work of improvement was completed is in the **City of Reedley**, County of Fresno, State of California, and is described as follows: **Public right-of-way within the City of Reedley on the northeast corner of Frankwood Avenue and South Avenue**
8. The street address of said property is: **N/A**
9. Resolution No. 2023-067, Attached Hereto and Made a Part Hereof.

Dated: _____

Marilyn S. Morales, P.E.
City Engineer

VERIFICATION

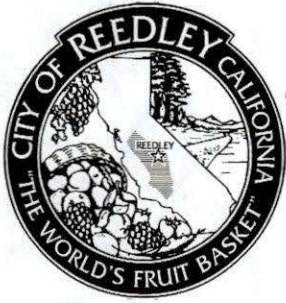
I, the undersigned, say: I am the **City Engineer for the City of Reedley**, the declarant of the foregoing notice of completion;

I have read said notice of completion and know the contents thereof; the same is true of my own knowledge. I declare under penalty of perjury that the foregoing is true and correct.

- Marilyn S. Morales

(PERSONAL SIGNATURE OF THE INDIVIDUAL WHO IS SWEARING THAT THE CONTENTS OF THE NOTICE OF COMPLETION ARE TRUE.)

Executed on _____, 2023, at Reedley, California
(DATE) (CITY) (STATE)




REEDLEY CITY COUNCIL


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

ITEM NO: 9

DATE: September 12, 2023

TITLE: ADOPT ORDINANCE NO. 2023-008, AN URGENCY ORDINANCE OF THE CITY COUNCIL OF THE CITY OF REEDLEY TEMPORARILY PLACING A MORATORIUM ON THE ESTABLISHMENT OF ANY NEW USES CONCERNING WAREHOUSING AND OR LABORATORIES WITH BIOSAFETY LEVELS (BSL) 2 THROUGH 4 WITHIN THE CITY.

SUBMITTED: Rodney L. Horton 
Community Development Director

APPROVED: Nicole R. Zieba 
City Manager

RECOMMENDATION

That the City Council adopt Urgency Ordinance No. 2023-008, placing a temporary moratorium on the establishment of any new uses concerning warehousing and/or laboratories with Biosafety Levels 2 through 4, exempting CLIA (Clinical Laboratory Improvement Amendments) regulated businesses.

BACKGROUND

In December 2022, the City's code enforcement officer, following up on anonymous complaint about a business operating without a permit, found an unpermitted storage of laboratory mice, biological agents, chemicals, and medical equipment. While this business was clearly illicit and operating outside the bounds of current municipal, State, and federal laws, it has highlighted a need for the City to look into zoning regulations for legally operating businesses that may house infectious substances. Staff is preparing to research land use restrictions and licensure requirements as it pertains to the storage, production, warehousing, and manufacture of products and materials that include Biosafety Levels (as defined in the Urgency Ordinance).

The adopted City of Reedley 2030 General Plan, Section 2.9 Community Health, requires that the City protect the public health, safety, and welfare of its citizens through the implementation of land use plans, policies, and programs to meet the needs of its community. Local land use decisions play an important role in promoting good health for its citizens and shaping the pattern of community development. The City is also responsible for discouraging

land use decisions that lead to poor community health outcomes. Currently, the City of Reedley does not have regulations specific to biological storage and or research activities that include Biosafety Levels. Additionally, the City does not have any restrictions in the Zoning Code governing the location of such uses in relation to sensitive uses, such as residential neighborhoods, schools, parks, essential government offices, structures, and facilities, businesses, and health care facilities.

The zoning code update kicked off on January 25, 2022, when the City Council held a public workshop to begin the process of a comprehensive update to the code. Since that time, staff has undertaken efforts with the consultant to draft the proposed code regulations that address numerous items such as compliance with various newly enacted state housing laws, updated regulations pertaining to daycare centers, adherence with the federal Religious Land Use And Institutionalized Persons Act, and providing for the regulation of smoke shops.

Staff is recommending that the City Council make certain findings and adopt regulations in Urgency Ordinance No. 2023-008 that will direct staff not to issue any new business licenses, accept any new site plan review applications, conditional use permit applications, and or administrative review applications for uses that involve the warehousing and/or research activities of laboratories with Biosafety Levels (BSL) 2 through 4. It is important to note that BSL 1 substances are substances known to not be hazardous to human health, and therefore, will not be impacted by this urgency ordinance. Furthermore, the urgency ordinance prohibits the relocation of such an existing fully permitted and licensed use to a site that is within 1-mile of a sensitive use as described above.

Government Code section 65858 allows a city that is in the process of updating its zoning code to pass an urgency measure to protect the public safety, health, and welfare while the zoning code update is being contemplated. As an Urgency Ordinance under the provisions of California Government Code section 65858, these temporary regulations would take effect immediately. Urgency Ordinances are valid for forty-five (45) days from their adoption. The City may renew the Urgency Ordinance twice, both times by a four-fifths supermajority of the City Council, for a total of two years. The first renewal may be for up to ten (10) months and fifteen (15) days, the remainder of one year after the first forty-five (45)-day period has passed. The second renewal may be for up to one year. This timeline will give the Council ample time to ensure that any potential land use regulations regarding warehousing and or laboratories with Biosafety Levels 2 through 4 are considered in the new zoning code.

ENVIRONMENTAL FINDINGS

Staff has conducted a review and has determined that this ordinance is exempt from the California Environmental Quality Act (CEQA) pursuant to CEQA Guidelines Section 15061(b)(3) under the common sense exemption that CEQA applies only to projects which have the potential for causing a significant effect on the environment. Because the proposed action is for Council to approve an urgency ordinance moratorium on the establishment of any new warehousing and or laboratories with Biosafety Levels, it can be seen with certainty that there is no possibility that the urgency ordinance may have a significant effect on the environment. Therefore, this action is exempt from CEQA pursuant to CEQA Guidelines Section 15061(b)(3).

FISCAL IMPACT

There are no direct or indirect negative impact(s) to the City's General Fund associated with the City Council adopting Urgency Ordinance No. 2023-008.

ATTACHMENTS

1. Urgency Ordinance No. 2023-008

ORDINANCE NO. 2023-008

AN URGENCY ORDINANCE OF THE CITY COUNCIL OF THE CITY OF REEDLEY, CALIFORNIA, TEMPORARILY PLACING A MORATORIUM ON THE ESTABLISHMENT OF ANY NEW USES CONCERNING WAREHOUSING AND/OR LABORATORIES WITH BIOSAFETY LEVELS (BSL) 2 THROUGH 4 WITHIN THE CITY

THE CITY COUNCIL OF THE CITY OF REEDLEY DOES ORDAIN AS FOLLOWS:

SECTION 1. Consistent with its control over municipal affairs and authority to take urgency measures prohibiting a use that may be in conflict with a contemplated general plan, specific plan, or zoning proposal, and through the powers vested in the City of Reedley pursuant to California Constitution Article XI, Section 7 and Government Code section 65858, the City of Reedley is authorized to secure and promote the public health, safety, and welfare of its citizenry. The City Council of the City of Reedley hereby makes the following findings:

- A. The Adopted City of Reedley 2030 General Plan, Section 2.9 Community Health, requires that the City protect the public health, safety, and welfare of its citizens, and specifically sets goals and policies relating to utilizing its land use decisions to promote community health and discourage land uses that lead to poor community health outcomes.
- B. The City of Reedley Zoning Ordinance considers certain land uses, as defined in Section 1 A, to be Sensitive Uses, and restricts some types of activities within specified distance of Sensitive Uses.
- C. Due to a recent unprecedented incident that occurred within the City of Reedley, the City Council desires to refine the zoning ordinance's regulations on laboratories, warehousing, and storage of medical chemicals, biological agents, medical devices, medical waste, and/or laboratory animal testing facilities to provide further protection and safeguards to the residents of Reedley, especially its most vulnerable community members.
- D. Laboratories providing for medical testing and diagnostics are currently allowed under the City of Reedley Zoning Ordinance within the PO (Professional Office) zone district, C-AO (Administrative and Office) zone district, CC (Central and Community Commercial) zone district, and ML (Light Industrial) zone district. There is currently no restriction governing the location of such uses in relation to Sensitive Uses as defined in Section 1C. of this Ordinance.
- E. The City of Reedley City Council, on January 25th 2022, at a regularly scheduled Council meeting, held a "kick off" workshop to begin the process of a comprehensive Zoning Ordinance update. The City Council now finds and declares that allowing additional laboratories, warehousing, and storage of medical chemicals, biological agents, medical devices, medical waste, and/or laboratory animal testing facilities to open within the City of Reedley, whether near a Sensitive Use or not, may potentially be in conflict with regulations and land use updates that may be adopted in a new Zoning Ordinance.

- F. Further the City Council finds and declares that approving City business licenses to allow additional laboratories, warehousing, and storage of medical chemicals, biological agents, medical devices, medical waste, and/or laboratory animal testing facilities would be in conflict with the stated goals of the City of Reedley General Plan and Zoning Ordinance to preserve and promote the public's welfare of the city by creating conditions that reduce or eliminate the potential threats to the public's health and safety, particularly the most vulnerable members of the community such as children and youth.
- G. This Urgency Ordinance is necessary to promote the immediate preservation of the health, safety, and welfare of the public against the potential detrimental health impacts of additional laboratories, warehousing, and storage of medical chemicals, biological agents, medical devices, medical waste, and/or laboratory animal testing facilities, in order to allow the City an opportunity to study this issue and develop and adopt additional appropriate regulations for the location of such uses.
- H. The City Council finds and declares that the zoning regulations on laboratories, warehousing, and storage of medical chemicals, biological agents, medical devices, medical waste, and/or laboratory animal testing facilities shall be adopted on an interim and immediate basis to protect the public health, safety, and welfare of the community while permanent regulations are analyzed and reviewed in additional detail.
- I. In accordance with Government Code section 65858, Urgency Ordinances are valid for forty-five (45) days from their adoption. The City Council may renew the Urgency Ordinance twice, by a four-fifths supermajority vote of the City Council. The first renewal expires after ten (10) months and fifteen (15) days, the remainder of one year after the first 45-day period. The second renewal may be in place for up to one year.

SECTION 2. For purposes of this Ordinance, the following definitions shall apply:

- A. "Biological Agent" shall be defined as "a microorganism or infectious substance, or any naturally occurring, bioengineered or synthesized component of any such microorganism or infectious substance up to and including Risk Groups 1 – 4 classifications as defined by the National Institute of Health (NIH) or the United States Center for Disease Control (CDC)."
- B. "Biosafety Level" (BSL) shall be defined as "the four ascending levels of containment precautions, referred to as Biosafety Levels 1 through 4, required to isolate dangerous biological agents in an enclosed laboratory facility as set forth in the most current edition of Biosafety in Microbiological and Biomedical Laboratories (BMBL) published by the U.S. Department of Health and Human Services Centers for Disease Control and Prevention (CDC) and National Institutes of Health (NIH), based on the primary risk criteria of infectivity, severity of disease, transmissibility, and the nature of the work being conducted. Each level of containment describes the microbiological practices, safety equipment, and facility safeguards for the corresponding level of risk associated with handling an agent."
- C. "Sensitive Uses" shall be defined as "religious institution, post-secondary educational institution, public education facility, school, regularly established boys' club or girls' club or any public building regularly frequented by children, essential government operation,

facility, and/or structure, public park, community center, senior center, public trail or public building; or a residential zone district.”

SECTION 3. While this interim ordinance is in effect, the following regulatory standards shall apply as additional limitations under the Reedley Zoning Ordinance on the permissible location of “existing laboratories, warehousing, and storage of medical chemicals, biological agents, medical devices, medical waste, and/or laboratory animal testing facilities.” Businesses that are already operating with a valid City of Reedley Business License and/or approved entitlement application that has been issued or approved prior to the date of this interim ordinance may continue to operate outside these regulatory limitations as they would constitute legal non-conforming use.

- A. There shall be no City of Reedley Business License, Site Plan Review Approval, Conditional Use Permit, and/or Administrative Review Approval issued for any new laboratories, warehousing, and/or storage of medical chemicals, biological agents, medical devices, medical waste, and/or laboratory animal testing facilities with any agents on Biosafety Levels 2 through 4 in the City of Reedley.
- B. Licensed labs, hospitals, and/or medical clinics regulated under the Clinical Laboratory Improvement Amendments of 1988 (CLIA) shall be exempt from this ordinance.
- C. Existing laboratories, warehousing, and/or storage of medical chemicals, biological agents, medical devices, medical waste, and/or laboratory animal testing facilities with Biosafety Levels shall not be permitted to relocate to a site that would be located within one-square mile of a Sensitive Use as defined by this Ordinance.

SECTION 4. If any section, subsection, subdivision, paragraph, sentence, clause or phrase of this Ordinance, or its application to any person or circumstances, is for any reason held to be invalid or unenforceable, such invalidity or unenforceability shall not affect the validity or enforceability of the remaining sections, subsections, subdivision, paragraphs, sentences, clauses or phrases of this Ordinance, or its application to any other person or circumstance. The City Council of the City of Reedley hereby declares that it would have adopted each section, subsection, subdivision, paragraph, sentence, clause, or phrase hereof, irrespective of the fact that any one or more other sections, subsections, subdivisions, paragraphs, sentences, clauses, or phrases hereof be declared invalid or unenforceable.

SECTION 5. This Ordinance shall take effect immediately as an interim ordinance under the provisions of California Government Code section 65858. It shall be of no further force and effect forty-five (45) days from its adoption unless it is extended pursuant to Government Code section 65858(a).

SECTION 6. The City Clerk shall certify to the passage and adoption of this Ordinance and shall cause the same to be published or posted as required by law.

//

I hereby certify that the foregoing Urgency Ordinance No. 2023-008 was introduced and adopted at a regular meeting of the City Council of the City of Reedley held on September 12, 2023.

AYES:

NOES:

ABSENT:

ABSTAIN:

Anita Betancourt, Mayor

ATTEST:

Ruthie Greenwood, City Clerk



REEDLEY CITY COUNCIL

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


ITEM NO: 10


DATE: September 12, 2023

TITLE: CONSIDERATION OF ITEMS PERTAINING TO THE DESIGN AND PLACEMENT OF A MURAL ON THE SOUTH-FACING WALL AND EAST-FACING WALL OF THE REEDLEY MUSEUM BUILDING, LOCATED AT 1752 10TH STREET (APN: 368-162-16T):

A) ADOPT ENVIRONMENTAL ASSESSMENT NO. 2023-01 MAKING A FINDING OF NO POSSIBILITY OF A SIGNIFICANT EFFECT, AND DECLARING THE ACTIVITY IS NOT SUBJECT TO CEQA

B) APPROVE SIGN PERMIT APPLICATION NO. 2023-02 FOR THE DESIGN AND PLACEMENT OF A MURAL ON THE SOUTH-FACING WALL AND EAST-FACING WALL OF THE REEDLEY MUSEUM BUILDING, LOCATED AT 1752 10TH STREET

SUBMITTED: Rodney L. Horton 
Community Development Director

APPROVED: Nicole R. Zieba 
City Manager

RECOMMENDATION

That the City Council take the following actions pertaining to design and placement of a mural on the south-facing wall and east-facing wall of the Reedley Museum building, located at 1752 10th Street:

- a) Adopt Environmental Assessment No. 2023-01, making a Finding of No Possibility of a Significant Effect, and declaring the activity is not subject to CEQA; and
- b) Approve Sign Permit Application 2023-02, placement of a painted mural on the south-facing wall and east-facing wall of the Reedley Museum building, located at 1752 10th Street Reedley, CA 93654.

PROJECT DESCRIPTION/BACKGROUND

Since 2021, the City of Reedley has undertaken efforts to enhance the downtown area by replacing lighting, installing benches, enhancing public parking facilities, installing parking signs, and commissioning the placement of murals on buildings. The City is proposing to install a mural depicting the arrival of the first train in Reedley at the Union Pacific depot in 1888. Ironically, 1888 is also the year Reedley is named in honor of founder Thomas Law Reed. The development of the rail line expanded means of transportation for people and product, and it also grew the local economy. The mural is proposed to go on the south-facing wall of the Reedley Museum. The City is proposing to add a second mural to the east-facing wall that depicts the new public parking signs recently installed in the downtown area. The second mural will serve as wayfinding signage for the existing parking lot in the rear of the Museum.

PLANNING COMMISSION REVIEW

Reedley Municipal Code 10-14-10H stipulates that the Planning Commission hold a public hearing for proposed design and placement of murals within the community, prior to City Council considering approval of such items. A notice was mailed to property owners within 350' of the effected property on January 25, 2023, and a notice was published in the Mid Valley Times on February 2, 2023. On February 16, 2023, the Planning Commission held a public hearing prior to acting on the item. There was no public comment. After the public hearing was closed, the Planning Commission, via Resolution No. 2023-04 (Attachment 1), recommends that the City Council adopt Environmental Assessment No. 2023-01 and approve Sign Application No. 2023-02.

BORDERING PROPERTY INFORMATION

	<u>Planned Land Use</u>	<u>Existing Zoning</u>	<u>Existing Land Use</u>
North	Central Downtown Commercial	(ML) Light Industrial	Tractor Supply Business
East	Central Downtown Commercial	(CC) Central and Community Commercial	Opera House
South	Central Downtown Commercial	(ML) Light Industrial	Public Parking Lot
West	Open Space	(RCO) Resource Conservation & Open Space	Reedley Rail Trail

ENVIRONMENTAL REVIEW

This activity is not a "project" pursuant to State CEQA Guidelines Sections 15002(k)(1), 15378 (a) and 15061(b)(3). CEQA applies only to projects, which have the potential for causing a significant effect on the environment. Where it can be seen with certainty that there is no possibility that the activity in question may have a significant effect on the environment, the activity is not subject to CEQA. Therefore, staff has determined that a no possibility of significant effect is appropriate for the proposed project.

FINANCIAL IMPACT

The cost of the proposed murals will be funded out of the Community Development Department's budget, specifically the Art in Public Places line item.

ATTACHMENTS

1. Planning Commission Resolution No. 2023-04
2. Environmental Assessment 2023-01
3. Conceptual Design – Mural Number 1
4. Conceptual Design – Mural Number 2

RESOLUTION NO. 2023-04

**A RESOLUTION OF THE CITY OF REEDLEY PLANNING COMMISSION
RECOMMENDING APPROVAL OF ENVIRONMENTAL ASSESSMENT NO. 2023-01
AND RECOMMENDING APPROVAL OF SIGN PERMIT APPLICATION 2023-02**

WHEREAS, the City of Reedley Planning Commission, at the regular meeting of February 16, 2023, held a public hearing to consider a request from the City of Reedley Community Development Department for placement of a mural on the west-facing wall and east-facing wall of the Reedley Museum located at 1752 10th Street (APN 368-162-16T); and

WHEREAS, the City of Reedley Planning Commission, in accordance with Reedley Municipal Code 10-14-10H, allowed opportunity for any interested parties to present any comments on proposed design and placement of the proposed painted mural at the meeting; and

WHEREAS, the City of Reedley Planning Commission determined that the proposed location of the use is in accordance with the objectives of the Zoning Ordinance and the purposes of the district in which the site is located; and

WHEREAS, the City of Reedley Planning Commission determined that the proposed use will comply with each of the applicable provisions of the Zoning Ordinance; and

WHEREAS, the Planning Commission hereby makes the following findings regarding the site plan for the proposed project:

1. All applicable provisions of the Zoning Ordinance will be complied with; and
2. Proposed lighting will be arranged as to deflect the light away from adjoining properties; and
3. The artist is qualified to engage in the design and placement of the proposed mural; and
4. The subject matter is of historical significance to the City of Reedley, and does not contain elements that advertise an existing business or product; and
5. The paint and materials to be used will be appropriate for the outdoor locale, and will include a graffiti resistant coating for long-lasting protection of the mural.

WHEREAS, pursuant to the California Environmental Quality Act, the City of Reedley Planning Commission hereby recommends that the City Council approve Environmental Assessment No. 2023-01 which was conducted for this project and declares a Finding of No Possibility of a Significant

Effect, and declaring the activity is not subject to CEQA, based upon Sections 15002(k)(1) (General Concepts), 15378 (a) ("Project" definition) and 15061(b)(3) (Review for Exemption); and

WHEREAS, the Planning Commission received public testimony, oral and written staff report, and deliberated; and

NOW, THEREFORE, BE IT RESOLVED that the City of Reedley Planning Commission using their independent judgment hereby recommends that the City Council of the City of Reedley approve Environmental Assessment 2023-01, and recommends approval of Sign Permit Application No. 2023-02 subject to the following conditions:

1. The City Council of the City of Reedley shall provide approval of the associated environmental assessment, conceptual mural design and placement. Any substantive change to the design or placement of the mural shall be approved by the City Council prior to placement; and
2. Any non-substantive change in the approved mural design, layout or makeup shall be reviewed and approved by the Community Development Department prior to the placement of the mural; and
3. All provisions of the Zoning Ordinance shall be complied with.

This foregoing resolution is hereby approved and adopted this 16th day of February, 2023, by the following vote:

AYES: Clark, Perez, Custodio.

NOES: None.

ABSTAIN: None.

ABSENT: Luzania, Turner.

ATTEST:

Rodney L. Horton, Secretary


Alberto Custodio, Chair
City of Reedley Planning Commission

NOTICE OF EXEMPTION

To: County Clerk
County of Fresno
2220 Tulare Street, 1st Floor
Fresno, CA 93721

THE PROJECT DESCRIBED HEREIN IS DETERMINED TO HAVE NO SIGNIFICANT EFFECT ON THE ENVIRONMENT PURSUANT TO ARTICLE 5 OF THE STATE OF CALIFORNIA ENVIRONMENTAL QUALITY ACT (CEQA) GUIDELINES.

LEAD AGENCY/APPLICANT: City of Reedley
1733 Ninth Street
Reedley, CA 93654

PROJECT TITLE: Environmental Assessment No. 2023-01 (Sign Permit App. 2023-02)

PROJECT LOCATION: 1752 10th Street, Reedley, CA 93654 (APN 368-162-16T)

EXEMPT STATUS: Finding of No Possibility of a Significant Effect

PROJECT DESCRIPTION: The proposed project pertains to the design and placement of a mural on the south-facing wall and east-facing wall of the Reedley Museum building located at 1752 10th Street, Reedley, CA 93654.

This project is exempt under Section 15002(k)(1), Section 15378(a) and Section 15061(b)(3) of the California Environmental Quality Act (CEQA) Guidelines.

EXPLANATION: **CEQA Section 15002(k)(1):** The Lead Agency examines the project to determine whether there is a project subject to CEQA. The City has determined that the activities associated with the grant do not pose an impact on the environment such that it constitutes a project under CEQA.

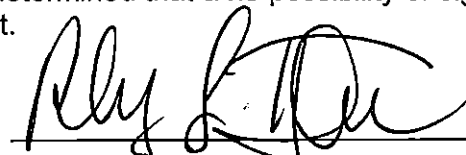
CEQA Section 15378(a): A "Project" means the whole of the action, which has the potential for resulting in either a direct physical change in the environment, or a reasonably foreseeable indirect physical change in the environment. Placement of the proposed murals does not introduce any physical change to the structure of the existing building or to its physical surroundings.

CEQA Section 15061(b)(3): The activity is covered by the general rule that CEQA applies only to projects, which have the potential for causing a significant effect on the environment. Where it can be seen with certainty that there is no possibility that the activity in question may have a significant effect on the environment, the activity is not subject to CEQA. No activity associated with placement of the proposed mural has been identified as causing a potential or significant effect on the physical environment.

CEQA applies only to projects, which have the potential for causing a significant effect on the environment. Where it can be seen with certainty that there is no possibility that the activity in question may have a significant effect on the environment, the activity is not subject to CEQA. Therefore, staff has determined that a no possibility of significant effect is appropriate for the proposed project.

Date: September 12, 2023

Submitted by:



Rodney Horton, Director
City of Reedley
Community Development Department
(559) 637-4200 ext. 286



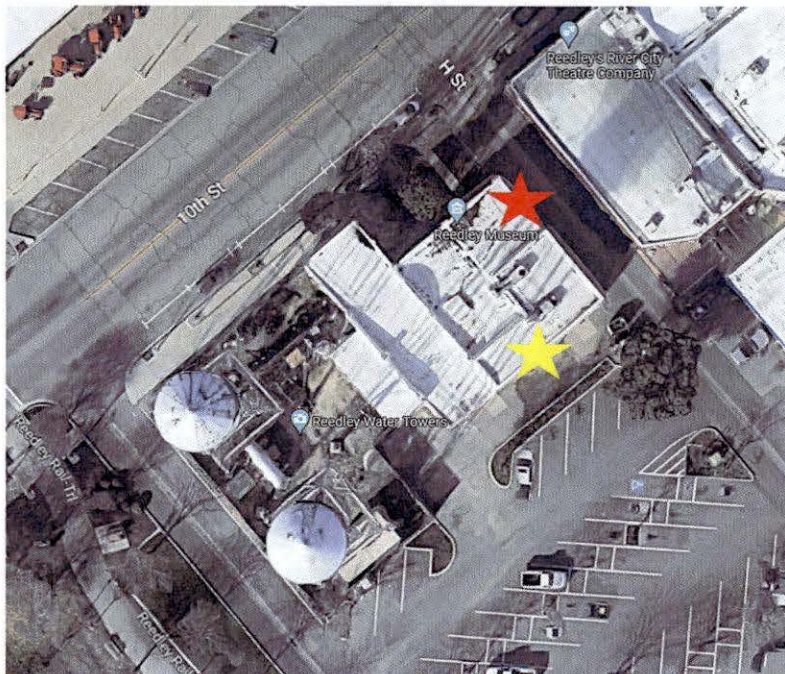
MURAL NUMBER 1 SOUTH-FACING WALL

- Landscaping around the south-facing wall will be reduced to provide greater visibility of the mural
- Retain the border to maintain the integrity of the original photograph
- The vintage handwriting will be retained
- 154 sq. ft. image will be placed higher off of the ground (above existing meter) and in between the existing rear windows and door
- Artist will provide anti-graffiti coating over mural



**MURAL NUMBER 2
EAST-FACING WALL**

- Replica of the newly installed downtown parking signs
- Artist will provide anti-graffiti coating over mural



- ★ Mural 1
- ★ Mural 2

Reedley's River City Theatre Company**Report to the City of Reedley****Peter Allwine****August 17th 2023**

- **January 2023**
 - January 9th – RCTC starts rehearsal for their production of “Steel Magnolias”
 - January 28th – RCTC holds a general work day at the Opera House. This was a cast and crew day coming together to help start building the set for the production of Steel Magnolias.
- **February 2023**
 - February 4th – RCTC holds a second general work day at the Opera House. This was to finish building the set of Steel Magnolias in addition to general cleanup of the Opera House to prep for opening of the show later that month.
 - February 11th – RCTC holds a third work day to finishing painting the set of Steel Magnolias.
 - February 24th – Steel Magnolias opens at the Opera House. The show ran for 3 weeks, with 655 people attending. A fair majority of the audience members come from Reedley, Fresno, Selma, and other surrounding communities. The cast was made up of local talent, all ages represented.
- **March 2023**
 - March 4th – RCTC Board holds a workshop to discuss the hiring of a general manager for the Opera House. The board discussed in length what they wanted and needed for the position.
 - March 12th – The RCTC production of Steel Magnolias closed at the Opera House.
 - Ashley Panella is hired on as a staff member of the Opera House, managing the box office and house until a GM can be found. She will remain on as a PT employee when the GM is hired and will manage the Box Office.
 - March 24th and 25th – The City of Reedley held it's annual Princess Tea at the Opera House. The event brings in local children to the Opera House for an afternoon tea and a fun meet and greet with princesses.

Parents and children attended, approximately 45 students were in attendance.

- **April 2023**

- April 1st – Cen Cal Dance held an event at the Opera House. This evening event was a culmination of the Reedley location of Cen Cal Dance as well as other valley locations coming together for a dance exhibition. The event was catered by local chef Danny Bueno. Residents of local Valley communities came together for a fun evening of dance on the Opera House stage.
- April 28th – The City of Reedley held its annual Jeremy “Elvis” Pierce concert at the Opera House. The night was a sold-out event as Elvis brings out his local connections in his hometown of Reedley.

- **May 2023**

- May 13th – The Reedley High River Rats held a concert at the Opera House. Bringing Dixieland jazz music to the Opera House made for a fun evening that was well attended and enjoyed by all who came.
- May 15th – Peter Allwine is hired as the new General Manager of the Reedley River City Theatre Company. Peter comes with large performing and theatre management background from Fresno, bringing over 30 years of experience to the Opera House/
- May 19th – Beehive, the summer musical at the Opera House, begins rehearsal.

- **June 2023**

- June 1st – The City of Reedley and the Opera House collaborate to start cleaning of the front stage rails to reinstall the rails prior to Beehive opening. The City and GM Peter Allwine came together to wax and clean the rails on a regular basis prior to the rails being reinstalled before the production opened.
- June 24th – RCTC holds a work day to build the set and paint some of the set and interior walls of the stage for the production of Beehive. Some of the cast and crew as well as the GM attended the work day.
- June 25th – RCTC has the Opera House kitchen professionally cleaned by Kirk and Sons. The hood, stoves, ovens, and cooking surfaces all are cleaned.
- June 25th – RCTC held an Opera House Volunteer Appreciation Ice Cream Social as well as an opportunity to meet the new GM. Ice Cream and karaoke filled the Opera House that afternoon as the community

came by in droves to meet the new GM as well as sing the afternoon away.

- **July 2023**

- July 5th – RCTC has a creative committee meeting to start season selection for 2024. A number of shows are presented, and the committee will meet at another date to decide on what shows to perform next year.
- July 14th – Beehive opens at the Opera House. A cast of 8 females (all Reedley locals) came together to present this fun, festive 60's jukebox musical to the community. 389 people attended this production that was well received by all whom attended.
- July 17th – RCTC held its Summer Theatre Bootcamp for 11 children in the community. This week-long intensive theatre camp taught children the basics of theatre, as well as taught them a musical number from our upcoming production of Matilda that they then performed Friday night, July 21st as a pre-show for Beehive. Parents of the children in camp were invited to attend, and it made for a very fun week and evening.
- July 18th – The City of Reedley held its first Princess and Prince Tea at the Opera House for the Expanded Learning Program students at Washington. 50 children attended this fun event that was catered by Opera House Executive Chef Dablan Husein. The children learned some etiquette lessons from some princesses as well as learned how to plunder the open seas by a pirate. It was a fun afternoon that was well received by those who attended.
- July 29th – RCTC holds auditions for their original play Murder at the Opera House.
- July 30th – Beehive the Musical closes at the Opera House. Two of the last four shows of the production had to be cancelled and audience members moved to Saturday and Sunday due to cast illness, but overall, the production was well received by those who attended.

- **August 2023**

- August 14th – Murder at the Opera House begins rehearsals. This cast of 12 production features Opera House regulars and newbies that are coming together for this fun, original production that will be a dinner show that opens September 29th here at the Opera House.
- August 15th – Plans are made for Jeremy "Elvis" Pierce to perform in mid-November for two shows at the Opera House on November 11th and

12th, as well as having a fundraiser at the Opera House featuring Uncle Ephus Band the following weekend on November 19th.

Reedley River City Theatre Company

Balance Sheet

As of July 31, 2023

	TOTAL
ASSETS	
Current Assets	
Bank Accounts	
Box Office Till	-45.00
Checking RCTC	-1,988.86
RCTC Savings	6,912.22
Total Bank Accounts	\$4,878.36
Other Current Assets	
Undeposited Funds	0.00
Total Other Current Assets	\$0.00
Total Current Assets	\$4,878.36
Fixed Assets	
Furniture, fixtures, & equip	4,167.60
Total Fixed Assets	\$4,167.60
TOTAL ASSETS	\$9,045.96
LIABILITIES AND EQUITY	
Liabilities	
Current Liabilities	
Other Current Liabilities	
Payroll Liabilities	0.00
Sales Tax Payable	-8,886.83
Total Other Current Liabilities	\$ -8,886.83
Total Current Liabilities	\$ -8,886.83
Total Liabilities	\$ -8,886.83
Equity	
Opening Bal Equity	0.00
Retained Earnings	15,518.49
Retained Earnings Adjustments	16,386.73
Net Income	-13,972.43
Total Equity	\$17,932.79
TOTAL LIABILITIES AND EQUITY	\$9,045.96

Reedley River City Theatre Company

Profit and Loss

November 2022 - July 2023

	TOTAL
Income	
Kids Camp	1,100.00
Production Income	
Bar Sales	1,636.68
Dessert Sales	197.00
Production Sponsor	7,500.00
Ticket Sales	41,883.66
Total Production Income	51,217.34
Rental Income	1,875.00
Total Income	\$54,192.34
GROSS PROFIT	\$54,192.34
Expenses	
Advertising	1,369.65
Bank/Credit Card Fees	513.67
Food/Beverage	
Bar	-50.00
Desserts	3,319.21
Dinners	0.00
Food/Beverage/Kitchen Supplies	1,422.61
Total Food/Beverage	4,691.82
Insurance	3,287.00
Liability Insurance	761.02
Worker's Comp Insurance	1,073.00
Total Insurance	5,121.02
Office	
Phone/Internet Services	2,717.51
Printing	1,913.56
Supplies	357.90
Ticket Processing/Theatermania	1,292.95
Total Office	6,281.92
Pancake Breakfast Expenses	490.48
Payroll Expenses	2,372.97
Payroll Taxes Expense	1,120.95
Salaries Expenses	11,447.67
Wages Expense	6,186.80
Total Payroll Expenses	21,128.39
Production Expenses	
Choreography	350.00
Costumes	827.22
Crew	650.00
Direction	2,200.00

Reedley River City Theatre Company

Profit and Loss

November 2022 - July 2023

	TOTAL
Music Production	800.00
Music Staff	150.00
Other Production	2,086.10
Props	1,462.07
Royalties/Rights	4,908.81
Sets	561.69
Total Production Expenses	13,995.89
Professional Fees	
Accounting	98.34
Consulting	952.50
Total Professional Fees	1,050.84
Rent Expense	
Opera House	9,450.00
Storage	600.00
Total Rent Expense	10,050.00
Repairs and Maintenance	1,452.42
Disposal	1,955.44
Supplies	526.94
Water	92.31
Total Repairs and Maintenance	4,027.11
Taxes,Licenses,Fees	2,402.85
CA Sales Tax	248.00
Total Taxes,Licenses,Fees	2,650.85
Unapplied Cash Bill Payment Expense	0.00
Total Expenses	\$71,371.64
NET OPERATING INCOME	\$ -17,179.30
Other Income	
Contributions	
50/50 Raffle	3,206.87
Total Contributions	3,206.87
Total Other Income	\$3,206.87
NET OTHER INCOME	\$3,206.87
NET INCOME	\$ -13,972.43

REEDLEY PLANNING COMMISSION REGULAR MEETING – June 15, 2023

The regular meeting of the Reedley Planning Commission was held Thursday, June 15, 2023, in the City of Reedley Council Chambers, 845 "G" Street, Reedley. Acting Chair Perez called the meeting to order at 5:00 p.m.

Pledge of Allegiance - led by Commissioner Clark.

ROLL CALL

Commissioners Present: Jayne Clark, Rosemary Luzania, Patrick Turner, Pete Perez.

Commissioners Excused: Alberto Custodio.

City Staff Present: Rodney L. Horton, Community Development Director, Ellen Moore, City Planner, Laura Friesen, Assistant Planner, Joe Garza, Chief of Police.

PUBLIC COMMENT

Acting Chair Perez opened the public comment period at 5:02 p.m. Renee Delport, 1881 N Concord Ave, spoke regarding Tentative Parcel Map No. 2022-03. Acting Chair Perez asked Ms. Delport to wait until the Public Hearing Item No. 3 before making any public comments. Acting Chair Perez closed the public comment period at 5:04 p.m.

CONSENT AGENDA

- 1. Minutes of Regular Meeting, May 18, 2023– *Recommend Commission Approve*

Commissioner Luzania moved, Commissioner Clark seconded, to approve the minutes of Regular Meeting, May 18, 2023, as amended. Motion carried by the following vote:

AYES: Luzania, Clark, Perez.
NOES: None.
ABSTAIN: Turner.
ABSENT: Custodio.

PUBLIC HEARING

- 2. Consideration of Environmental Assessment No. 2023-11, General Plan Amendment Application No. 2023-01, Rezone Application No. 2023-01, and Conditional Use Permit Application No. 2023-05, associated with the General Plan Planned Land Use and accompanying zoning re-designation of three contiguous parcels situated at 261 E. North Avenue (APNs: 368-183-01, 368-183-02, & 368-183-03)

Through Resolution No. 2023-10, staff recommends that the Planning Commission take the following actions:

- a) RECOMMEND TO THE CITY COUNCIL ADOPTION of Environmental Assessment No. 2023-11, an Addendum to the City of Reedley certified Program Environmental Impact Report, prepared for the Reedley General Plan Update 2030, dated June 15, 2023, to assess General Plan Amendment Application No. 2023-01, Rezone Application No. 2023-01, and Conditional Use Permit Application No. 2023-05.

Through Resolution No. 2023-11, staff recommends that the Planning Commission take the following actions:

- b) RECOMMEND TO THE CITY COUNCIL APPROVAL of General Plan Amendment Application No. 2023-01, re-designating APNs 368-183-01, 368-183-02, and 368-183-03 (261 E. North Avenue) from the Low Density Residential General Plan Planned Land Use Designation to the High Density Residential General Plan Planned Land Use Designation.

Through Resolution No. 2023-12, staff recommends that the Planning Commission take the following actions:

- c) RECOMMEND TO THE CITY COUNCIL APPROVAL of Rezone Application No. 2023-01 (Ordinance No. 2023-005), re-designating APNs 368-183-01, 368-183-02, and 368-183-03 (261 E. North Avenue) from the RM-3 (Multi-Unit Residential) zone district designation to the RM-2 (Multi-Unit Residential) zone district designation to be consistent with the proposed General Plan Amendment application.

REEDLEY PLANNING COMMISSION REGULAR MEETING – June 15, 2023

Through Resolution No. 2023-13, staff recommends that the Planning Commission take the following actions:

- d) RECOMMEND TO THE CITY COUNCIL APPROVAL of Conditional Use Permit Application No. 2023-05 authorizing the construction of an eight-unit two-story apartment complex as a Planned Unit Development located at 261 E. North Avenue (APNs: 368-183-01, 368-183-02, and 368-183-03).

Director R. Horton presented the staff report to the Planning Commission. The Planning Commission asked questions of staff. Cipriano Yanez, the Applicant, spoke about the project. The Planning Commission asked questions about the project. Cipriano Yanez responded to those questions. Acting Chair Perez opened the public hearing at 5:24 p.m. Raul Gonzalez, Cambridge Estates, spoke in opposition of the project. Acting Chair Perez closed the public hearing at 5:27 p.m.

Commissioner Luzania moved, Commissioner Turner seconded, whereas the Planning Commission, using their independent judgement, approved Environmental Assessment No. 2023-11 through Resolution No. 2023-10, Motion carried by the following vote:

AYES:	Luzania, Turner, Clark, Perez.
NOES:	None.
ABSTAIN:	None.
ABSENT:	Custodio.

Commissioner Turner moved, Commissioner Luzania seconded, whereas the Planning Commission, using their independent judgement, approved Consideration of General Plan Amendment Application No. 2023-01 through Resolution No. 2023-11, Motion carried by the following vote:

AYES:	Turner, Luzania, Clark, Perez.
NOES:	None.
ABSTAIN:	None.
ABSENT:	Custodio.

Commissioner Turner moved, Commissioner Clark seconded, whereas the Planning Commission, using their independent judgement, approved Consideration of Rezone Application No. 2023-01 through Resolution No. 2023-12, Motion carried by the following vote:

AYES:	Turner, Clark, Luzania, Perez.
NOES:	None.
ABSTAIN:	None.
ABSENT:	Custodio.

Commissioner Luzania moved, Commissioner Turner seconded, whereas the Planning Commission, using their independent judgement, approved Consideration of Conditional Use Permit Application No. 2023-05 through Resolution No. 2023-13, Motion carried by the following vote:

AYES:	Luzania, Turner, Clark, Perez.
NOES:	None.
ABSTAIN:	None.
ABSENT:	Custodio.

3. Consideration of Tentative Parcel Map Application No. 2022-03

Through Resolution No. 2023-14, staff recommends that the Planning Commission take the following actions:

- a) DENY Tentative Parcel Map Application No. 2022-03, authorizing the subdivision of an existing 4.8 acre parcel located at 8350 South Frankwood Avenue into four parcels for future single-unit and multi-unit residential development.
- b) APPROVE Environmental Assessment No. 2023-06, a finding that no new environmental document is required for the denial of Tentative Parcel Map Application No. 2022-03, pursuant to the California Environmental Quality Act Guidelines, Section 15162 and 15168(c)(2).

REEDLEY PLANNING COMMISSION REGULAR MEETING – June 15, 2023

Director R. Horton presented the staff report to the Planning Commission. The Planning Commission asked questions of staff. Acting Chair Perez opened the public hearing at 5:42 p.m. Renee Delport, 1881 Concord Ave, spoke in opposition of the project. Nick Sahota, President of Central Valley Engineering and Surveying, representing the Applicant, spoke about the project and answered questions from staff. Steve Macias, representing the Applicant, spoke about the project. Elvia Lopez, Central Valley Engineering and Surveying, representing the Applicant, and resident at 1357 Birch, spoke about the project. Art Hirata, 1880 N Del Altair, spoke in opposition of the project. Janelle McFarlane, 1883 N Del Altair, spoke in opposition of the project. Brian Applegate, 1988 N Sunny Lane, spoke in opposition of the project. Jake Henderson, 198 E Aspen, spoke in opposition of the project. Philip Gaede, 163 E Aspen Drive, spoke in opposition of the project. Rocky Yang, 1973 Sunny Lane, spoke in opposition of the project. Nick Sahota spoke again about the project. Acting Chair Perez closed the public hearing at 6:15 p.m.

Commissioner Clark moved, Commissioner Turner seconded, whereas the Planning Commission, using their independent judgement, denied Tentative Parcel Map Application No. 2022-03 and approved Environmental Assessment No. 2023-06 through Resolution No. 2023-14, Motion carried by the following vote:

AYES:	Clark, Turner, Luzania, Perez.
NOES:	None.
ABSTAIN:	Custodio.
ABSENT:	None.

ADMINISTRATIVE BUSINESS

4. Consideration of Going Dark on Upcoming Planning Commission Meeting

Commissioner Turner moved, Commissioner Luzania seconded, whereas the Planning Commission, using their independent judgement, approved the Consideration of Going Dark on an Upcoming Planning Commission Meeting. Motion carried by the following vote:

AYES:	Turner, Luzania, Clark, Perez.
NOES:	None.
ABSTAIN:	None.
ABSENT:	Custodio.

DIRECTOR'S REPORT

Director R. Horton provided an update on community development activity.


FUTURE AGENDA ITEMS

- July 6, 2023 – None at this time
- July 20, 2023 – CUP
- August 3, 2023 – None at this time
- Augst 17, 2023 – None at this time

ADJOURNMENT

Acting Chair Perez adjourned the meeting at 6:37 p.m.

ATTEST:


Rodney L. Horton, Secretary


Pete Perez, Acting Chair
Reedley Planning Commission