



Tuesday, March 14, 2023 / 6:30 PM / City Hall / 405 East El Monte Way, Dinuba

District 1	District 2	District 3	District 4	District 5
Rachel Nerio-Guerrero	Maribel Reynosa	Benjamin Prado	Kuldip Thusu	Linda Launer
Vice Mayor	Mayor	Council Member	Council Member	Council Member

All attendees are advised that electronic devices should be placed on silent upon entering the Council Chambers.

The City Council will take action on all items listed on the agenda.

1. OPENING CEREMONIES

- 1.1. Welcome and Call to Order
- 1.2. Invocation
- 1.3. Pledge of Allegiance

2. AGENDA CHANGES OR DELETIONS

To better accommodate members of the public or convenience in the order of presentation, items on the agenda may not be presented or acted upon in the order listed. Additions to Agenda may be added only pursuant to California Government Code section 54954.2(b).

3. PRESENTATIONS/CEREMONIAL MATTERS

- 3.1. Mid-Year Update from Airica de Oliveira, Tulare County Economic Development Corporation

4. REQUEST TO ADDRESS COUNCIL

This portion of the meeting is reserved for any person who would like to address the Council on any item that is not on the agenda. Please be advised that State law does not allow the City Council to discuss or take any action on any issue not on the agenda. The City Council may direct staff to follow up on such item(s). Speakers are limited to three (3) minutes. If there is any person wishing to address the City Council at this time please approach the podium and state your name and nature of the request.

5. CONSENT CALENDAR

Matters listed under the Consent Calendar are considered routine and will be enacted by one motion and one vote. There will be no separate discussion of these items. If discussion is desired, a member of the audience or a Council Member may request an item be removed from the Consent Calendar and it will be considered separately.

5.1. SUBJECT

Authorization to Execute an Agreement with Tulare County for the Extension of Water Facilities (JW)

RECOMMENDATION

Council to approve the City of Dinuba Water Main Extension Agreement with Tulare County authorizing the City to include the extension of a water main as part of the Alta/Kamm Avenue Roundabout and authorize the City Manager or designee to execute the agreement, and any related documents.

5.2. SUBJECT

Resolution No. 2023-13 Acquisition of Right of Way for the Kamm/Alta Avenue Roundabout (JW)

RECOMMENDATION

Council adopt Resolution No. 2023-13 by one motion for the following action:

1. Accepts the Irrevocable and Perpetual Offer of Dedication for Right-of-Way dedication for Public Street Purposes.

5.3. SUBJECT

Approval of City Council Meeting Minutes (MA)

RECOMMENDATION

Council to review and approve City Council meeting minutes of February 28, 2023 as presented.

5.4. SUBJECT

Co-Sponsorship of the Leadership Class of Northern Tulare County Annual Cinco de Mayo (JB)

RECOMMENDATION

Council to approve co-sponsorship of the Cinco de Mayo event at Rose Ann Vuich Park on May 3-6, 2023, and the parade downtown on May 6, 2023, hosted by the Leadership Class of Northern Tulare County.

6. WARRANT REGISTER

6.1. SUBJECT

Warrant Register for March 3 & 10 2023 (KS)

RECOMMENDATION

Council to review and approve the Warrant Register as presented.

7. DEPARTMENT REPORTS

7.1. SUBJECT

Overview of Citywide User Fee Update and Council Discussion (KS)

RECOMMENDATION

Council to receive, review and provide feedback for the Citywide User Fee

Update.

7.2. SUBJECT

Local Agency Formation Commission (LAFCO) Board Small City Representative Nomination (MA)

RECOMMENDATION

Council to recommend a representative to the Local Agency Formation Commission (LAFC) City Selection Committee as a "small city" representative on the LAFCO Board.

7.3. SUBJECT

First Annual Dinuba BBQ Fest (SH)

RECOMMENDATION

Council to consider adopting registration and event fees and allowing craft breweries for the first annual Dinuba BBQ Fest at Rose Ann Vuich Park on August 4th and August 5th.

8. MAYOR/COUNCIL REPORTS

9. CITY MANAGER COMMUNICATIONS

10. CITY STAFF COMMUNICATIONS

11. ADJOURNMENT

This agenda was posted at least 72 hours prior to the regular meeting per GC Section 54954.2(a). A Citizens' Packet regarding this meeting is available at the City Clerk's Office located at City Hall, 405 East El Monte Way, Dinuba CA 93618.

In compliance with the Americans with Disabilities Act, if special assistance is needed to participate in the meeting, please contact the City Clerk's Office at 559-591-5900. Please provide at least 48 hours notification prior to the meeting to allow staff to make reasonable arrangements. (28 CFR 35.102-35.104 ADA Title II)

559.591.5900 / FAX 559.591.5902 . e-mail address: info@dinuba.ca.gov. www.dinuba.org



City Council Staff Report

Department: CITY MANAGER'S OFFICE

March 14, 2023

To: Mayor and City Council

From: Luis Patlan, City Manager

Subject: Mid-Year Update from Airica de Oliveira, Tulare County Economic Development Corporation

RECOMMENDATION

Council to receive mid-year report from Airica de Oliveira, President and CEO of the of the Tulare County Economic Development Corporation (TEDC).

EXECUTIVE SUMMARY

OUTSTANDING ISSUES

DISCUSSION

FISCAL IMPACT

PUBLIC HEARING



City Council Staff Report

Department: ENGINEER/PLANNING

March 14, 2023

To: Mayor and City Council

From: Jason Watts, City Engineer

Subject: Authorization to Execute an Agreement with Tulare County for the Extension of Water Facilities (JW)

RECOMMENDATION

Council to approve the City of Dinuba Water Main Extension Agreement with Tulare County authorizing the City to include the extension of a water main as part of the Alta/Kamm Avenue Roundabout and authorize the City Manager or designee to execute the agreement, and any related documents.

EXECUTIVE SUMMARY

The City and the County continue to have a great and open relationship. Due to the open relationship, the County has requested that we include extending the water main approximately 1,300 lineal feet south of City Limits to the Tulare County Fire Station #3. The County contacted the City of Dinuba and requested the water main be extended because their onsite well has recently gone dry and are currently having water delivered to their site. In order to formalize this understanding, an Agreement must be entered into between the City of Dinuba and the County of Tulare. The County will be responsible for the additional design and construction costs associated with the extra work. It will be the City's responsibility to own and maintain the water main that would be outside the current City Limits.

OUTSTANDING ISSUES

None

DISCUSSION

The City of Dinuba and Tulare County have continued a great working relationship over the years. The County has in the past included street work within the City Limits as part of a larger county-wide project. For example, the County managed the widening of Alta Avenue from Dinuba to State Route 198, which included the portion

within the City of Dinuba. This arrangement not only saved money but made the management of the project more efficient.

Tulare County recently notified City staff that the Tulare County Fire Station #3 well has gone dry and the site is currently having water delivered. County Staff asked City Staff if they would consider including extending the City's water main approximately 1,300 lineal feet south, outside City Limits, to the Tulare County Fire Station #3. The City is already preparing to go to construction summer of 2023 for the Alta/Kamm Roundabout and including the additional work as part of the overall project would create some savings for the County.

Adding the water main to this project has already been approved by Caltrans and will not affect the overall deadline.

Under the terms of the Agreement, the County agrees to pay the additional costs associated with the extra design, construction management, and actual construction work. The Agreement enclosed herein as Attachment 'A' has been reviewed by the City's attorney and approved by Tulare County.

FISCAL IMPACT

There is no fiscal impact upon authorizing and executing the agreement. The only fiscal impact that will occur is the future maintenance of the water main.

PUBLIC HEARING

None

ATTACHMENTS:

A. Water Main Extension Agreement

CITY OF DINUBA WATER MAIN

EXTENSION AGREEMENT

BETWEEN THE CITY OF DINUBA AND THE COUNTY OF TULARE

AGREEMENT

NOW, THEREFORE, in consideration of the foregoing and of the covenants, conditions, and promises hereinafter contained to be kept and performed by the respective parties, it is mutually agreed as follows:

THIS AGREEMENT is made and entered into, effective on _____, 2023, by and between the COUNTY OF TULARE a political subdivision of the State of California (County), and The City of Dinuba, a California Municipal Corporation (City).

RECITALS

WHEREAS, County desires to collaborate with City in order to extend the City Water Main to the planned County Fire Station on Road 80, south of City's city limits (Project); and

WHEREAS, County desires to be responsible for the costs associated with design, work, and construction management services provided by City's contractor for such water main extension services; and

WHEREAS, City is contracted with 4Creeks Civil Engineering (Service Provider) in the construction and hereby represents that it desires to and is professionally and legally capable of performing the services called for by this Agreement; and

WHEREAS, City and County agree that City will own and maintain said water main throughout the life of this Agreement; and

WHEREAS, this Agreement will be administered for County by its General Services Agency Director (Administrator) or designee.

1. Scope of Services. City and County shall perform the services and obligations described in **Exhibit A**, including all work incidental to, or necessary to perform, such services even though not specifically described in **Exhibit A**.
2. Term of Agreement and Time for Performance. This Agreement shall be effective from the date first set forth above (Effective Date) and shall continue in full force and effect through the earlier of the completion of the work or June 30, 2026, subject to any earlier termination in accordance with this Agreement. The services of City as described in **Exhibit A** are to commence upon the Effective Date and shall be completed in a sequence assuring expeditious completion, but in any event, all such services shall be completed prior to expiration of this Agreement and in accordance with any performance schedule set forth in **Exhibit A**.
3. Compensation.
 - a. City's compensation for satisfactory performance of all services required or rendered shall be paid on the basis of the rates set forth in the schedule of fees and expenses contained in **Exhibit A**. Such fee includes all expenses incurred by City in performance of the services.
 - b. Detailed statements shall be rendered monthly for services performed in the preceding month and will be payable in the normal course of County business. County shall not be obligated to reimburse any expense for which it has not received a detailed invoice with applicable copies of representative and

identifiable receipts or records substantiating such expense.

- c. The parties may modify this Agreement to increase or decrease the scope of services or provide for the rendition of services not required by this Agreement, which modification shall include an adjustment to Service Provider's compensation. Any change in the scope of services must be made by written amendment to the Agreement signed by an authorized representative for each party. City shall not be entitled to any additional compensation if services are performed prior to a signed written amendment.

4. Water Main Ownership and Maintenance.

The City and County expressly agree that throughout the life of this Agreement, the City shall own and maintain the water main extended according to the Project Scope of Services as set forth in **Exhibit A**. The City's ownership interest and maintenance obligations shall only be modified by a duly authorized writing signed by both parties.

5. Termination, Remedies, and Force Majeure.

- a. Either the County or City may terminate this Agreement upon with or without cause by providing the other seven calendar days' prior written notice, specifying the date of termination.
- b. Immediately upon any termination or expiration of this Agreement, City shall (i) immediately stop all work hereunder; (ii) immediately cause any and all of its contractors/subcontractors to cease work; and (iii) return to County any and all unearned payments and all properties and materials in the possession of City that are owned by

County. Subject to the terms of this Agreement, City shall be reimbursed for services satisfactorily performed prior to the effective date of termination.

Insurance. Throughout the life of this Agreement, City shall pay for and maintain in full force and effect all insurance as required in **Exhibit B**, which is incorporated into and part of this Agreement, with an insurance company(ies) either admitted by the California Insurance Commissioner to do business in the State of California and rated no less than "A-VII" in the Best's Insurance Rating Guide, or (ii) as may be authorized in writing by County's Risk Manager or designee at any time and in its sole discretion. The required policies of insurance as stated in **Exhibit B** shall maintain limits of liability of not less than those amounts stated therein. However, the insurance limits available to County, its officers, officials, employees, agents, and volunteers as additional insureds, shall be the greater of the minimum limits specified therein or the full limit of any insurance proceeds to the named insured.

6. Conflict of Interest and Non-Solicitation

- a. City shall comply, and require its subcontractors to comply, with all applicable professional canons and requirements governing avoidance of impermissible client conflicts; and (ii) federal, state, and local conflict of interest laws and regulations including, without limitation, California Government Code Section 1090 et. seq., the California Political Reform Act (California Government Code Section 87100 et. seq.) and the regulations of the Fair Political Practices Commission concerning disclosure and disqualification (2 California Code of Regulations Section 18700 et. seq.). City shall take, and require its subcontractors to take,

reasonable steps to avoid any appearance of a conflict of interest. Upon discovery of any facts giving rise to the appearance of a conflict of interest, City shall immediately notify County of these facts in writing.

- b. City represents and warrants that it has not paid or agreed to pay any compensation, contingent or otherwise, direct, or indirect, to solicit, or procure this Agreement or any rights/benefits hereunder.
- c. City and any of its subcontractors shall have no interest, direct or indirect, in any other contract with a third party in connection with this Project unless such interest is in accordance with all applicable law and fully disclosed to and approved by the County Manager, in advance and in writing. Notwithstanding any approval given by the County Manager under this provision, City shall remain responsible for complying with Section 6 (a), above.
- d. This Section 6 shall survive expiration or termination of this Agreement.

7. General Terms

- a. Except as otherwise provided by law, all notices expressly required of County within the body of this Agreement, and not otherwise specifically provided for, shall be effective only if signed by the Administrator or designee.
- b. Records of City's expenses pertaining to the Project shall be kept on a generally recognized accounting basis and shall be available to County or its authorized representatives upon request during regular business hours throughout the life of this Agreement and for a period of three years after final payment or, if longer, for any period

required by law. In addition, all books, documents, papers, and records of City pertaining to the Project shall be available for the purpose of making audits, examinations, excerpts, and transcriptions for the same period of time. If any litigation, claim, negotiations, audit, or other action is commenced before the expiration of said time period, all records shall be retained and made available to County until such action is resolved, or until the end of said time period whichever shall later occur. If City should subcontract all or any portion of the services to be performed under this Agreement, City shall cause each subcontractor to also comply with the requirements of this paragraph. This Section 7(b) shall survive expiration or termination of this Agreement.

- c. Prior to execution of this Agreement by County, City shall have provided evidence to County that City is licensed to perform the services called for by this Agreement (or that no license is required). If City should subcontract all or any portion of the work or services to be performed under this Agreement, City shall require each subcontractor to provide evidence to County that subcontractor is licensed to perform the services called for by this Agreement (or that no license is required) before beginning work.

- 8. Nondiscrimination. To the extent required by controlling federal, state and local law, City 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, military and veteran status, or any other protected

characteristic by state or federal law. Subject to the foregoing and during the performance of this Agreement, City agrees as follows:

- a. City will comply with all applicable laws and regulations providing that no person shall, on the grounds of race, religious creed, color, national origin, ancestry, physical disability, mental disability, medical condition, marital status, sex, age, sexual orientation, ethnicity, military, and veteran status be excluded from participation in, be denied the benefits of, or be subject to discrimination under any program or activity made possible by or resulting from this Agreement.
- b. City will not discriminate against any employee or applicant for employment because of race, religious creed, color, national origin, ancestry, physical disability, mental disability, medical condition, marital status, sex, age, sexual orientation, ethnicity, and military and veteran status. City shall ensure that applicants are employed, and the employees are treated during employment, without regard to their race, religious creed, color, national origin, ancestry, physical disability, mental disability, medical condition, marital status, sex, age, sexual orientation, ethnicity, and military and veteran status. Such requirement shall apply to City's employment practices including, but not be limited to, the following:
employment, upgrading, demotion or transfer; recruitment or recruitment advertising; layoff or termination; rates of pay or other forms of compensation; and selection for training, including apprenticeship. City agrees to post in conspicuous places, available to employees and applicants for employment, notices setting forth the provision of this

nondiscrimination clause.

- c. City will, in all solicitations or advertisements for employees placed by or on behalf of City in pursuit hereof, state that all qualified applicants will receive consideration for employment without regard to race, religious creed, color, national origin, ancestry, physical disability, mental disability, medical condition, marital status, sex, age, sexual orientation, ethnicity, and military and veteran status.

9. Independent Agency.

- a. In the furnishing of the services provided for herein, City is acting solely as an independent agency. Neither City, nor any of its officers, agents, or employees shall be deemed an officer, agent, employee, joint venturer, partner, or associate of County for any purpose. County shall have no right to control or supervise or direct the manner or method by which Service Provider shall perform its work and functions.

However, County shall retain the right to administer this Agreement so as to verify that City is performing its obligations in accordance with the terms and conditions thereof.

- b. Because of its status as an independent agency, City and its officers, agents, and employees shall have absolutely no right to employment rights and benefits available to County employees. City shall be solely liable and responsible for all payroll and tax withholding and for providing to, or on behalf of, its employees all employee benefits including, without limitation, health, welfare, and retirement benefits. In addition, together with its other obligations under this Agreement, City shall be solely responsible, indemnify,

defend and save County harmless from all matters relating to employment and tax withholding for and payment of City's employees, including, without limitation, (i) compliance with Social Security and unemployment insurance withholding, payment of workers compensation benefits, and all other laws and regulations governing matters of employee withholding, taxes and payment; and (ii) any claim of right or interest in County employment benefits, entitlements, programs and/or funds offered employees of County whether arising by reason of any common law, de facto, leased, or co-employee rights or other theory. It is acknowledged that during the term of this Agreement, City may be providing services to others unrelated to County or to this Agreement.

10. 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, or sent by United States registered or certified mail, with postage prepaid, return receipt requested, addressed to the party to 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 the mailing thereof.

11. Binding. Subject to Section 12, below, once this Agreement is signed by all parties, it shall be binding upon, and shall inure to the benefit of, all parties, and each parties' respective heirs, successors, assigns, transferees, agents, servants, employees, and representatives.

12. Assignment.

- a. This Agreement is personal to City and there shall be no assignment by City of its rights or obligations under this Agreement without the prior written approval of the County Manager or designee. Any attempted assignment by City, its successors or assigns, shall be null and void unless approved in writing by the County Manager or designee.
- b. City hereby agrees not to assign the payment of any monies due City from County under the terms of this Agreement to any other individual(s), corporation(s) or entity(ies). County retains the right to pay any and all monies due City directly to City.

13. Compliance With Law. In providing the services required under this Agreement, City shall at all times comply with all applicable laws of the United States, the State of California and County, 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.

14. 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.

15. 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 the enforcement or interpretation of this

Agreement and any rights and duties hereunder shall be Tulare County, California.

16. 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.
17. 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.
18. 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.
19. Exhibits. Each exhibit and attachment referenced in this Agreement is, by the reference, incorporated into and made a part of this Agreement.
20. 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.

21. Cumulative Records. No remedy or election hereunder shall be deemed exclusive but shall, wherever possible, be cumulative with all other remedies at law or in equity.
22. 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.
23. Extent of Agreement. Each party acknowledges that they have read and fully understand the contents of this Agreement. This Agreement represents the entire and integrated agreement between the parties with respect to the subject matter hereof and supersedes all prior negotiations, representations, or agreements, either written or oral. This Agreement may be modified only by written instrument duly authorized and executed by both County and City.

[SIGNATURES ON NEXT PAGE]

IN WITNESS WHEREOF, the parties have executed this Agreement in the County of Tulare, California, the day and year indicated below.

City of Dinuba,
a California municipal corporation

By: _____
County Manager

APPROVED AS TO FORM:
City Attorney

By: _____
Date

ATTEST:

City Clerk

By: _____
Date

COUNTY:

Tulare County,

A political subdivision of the State of
California

By: _____

Date: _____

ATTEST: JASON T. BRITT
County Administrative Officer/Clerk of the
Board
of Supervisors of the County of Tulare

By _____
Deputy Clerk

Approved as to Form
COUNTY COUNSEL

By: AZaheen
Deputy Aaron Zaheen

Date: 3/7/2023

Matter # 20221422

By _____

Chair, Board of Supervisors

EXHIBIT A

AUTHORITY, PURPOSE, AND PROJECT SCOPE OF SERVICES Service Agreement between County of Tulare and City of Dinuba

March 6, 2023

Mark Van Fossen

Capital Projects Coordinator III
Tulare County Capital Projects
2637 W. Burrel Avenue, Suite 200
Visalia, CA 93291



Subject: Design Proposal for Kamm and Alta Roundabout Water Main Extension

Dear Mr. Fossen,

We have prepared a scope and fee for the services required to complete the proposed project design for an water main extension south of the proposed roundabout at Kamm and Alta Avenue. Our understanding is that the scope of work will generally include the following improvements:

- Design approximately 1,300 lineal feet of water main from Dinuba City limits to Tulare County Fire Station #3.

Task 1: Water Main Extension Design

- Project Management and coordination with County Staff to ensure County is aware of project schedule.
- Conduct utility research and identify potential conflicts with recorded utilities.
- Show existing utility locations on construction documents.
- Revise the City's roundabout plans to include a water main extension from City limits to the Tulare County Fire Department, Fire Station 3, approximately 1,300 feet south of City limits.
- Prepare construction estimate.
- Prepare construction specifications.
- Ensure that the County's questions/correspondence is responded to within two (2) working days of the inquiry.
- Overall Quality Control of the contract documents

The above **Task 1** services will be provided for a **Fixed Fee of \$30,000**.

Task 2: Bidding Assistance – Water Main Extension

- Hold Pre-Bid Meeting with Contractors
- Maintain Contractor Plan Holders List
- Provide supplemental instructions and clarifications to bidders as necessary. Produce addendums to modify the bid documents (plans and specs) as required.
- Receive bids.
- Tabulate bids after opening and recommend lowest awarded bidder to the City.

The above **Task 2** services will be provided for a **Fixed Fee of \$2,000**.

Task 3: Construction Management – Water Main Extension

- Attend the pre-construction meeting
- Respond to Requests for Information
- Review Submittals if requested by the City
- Issue Contract Document revisions as required
- Assist the City with Change Order review as required
- Review the contractor supplied SWPPP/Dust Control plan
- Draft a set of Record As-Built plans at project completion using information provided by the City/Contractor

The above **Task 3** services will be provided for a **Fixed Fee of \$14,000**.

Task 4: Public Improvement Inspections – Water Main Extension

- Perform daily inspection of project for compliance with project plans and specifications.
- Prepare daily inspection reports
- Perform final project walk-through with the City/County and develop final punchlist.
- Review completion of punchlist items and recommend project acceptance.

The above **Task 4** services will be provided for a **Fixed Fee of \$24,000**.

Total Contract Amount (Tasks 1-4) = \$70,000

Construction Costs

- It will be the County's responsibility to reimburse the City of Dinuba all construction and design costs associated with the installation of the water main south of City limits approximately 1,300 lineal feet. The estimated construction for this project is \$275,000. The final numbers will be set once the project is officially bid.

Exclusions

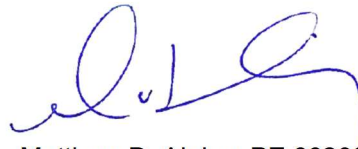
- Any work not specifically listed in this scope of services.

We are very excited to submit this proposal and look forward to continuing to develop a strong working relationship with the Tulare County. If you have any questions or need any additional information please feel free to give us a call to discuss.

Sincerely,



Jason Watts, PE #85594
Project Engineer



Matthew D. Ainley, PE 66233
Principal-In-Charge

Concurrence

Date

EXHIBIT B

ADMINISTRATIVE AND INSURANCE REQUIREMENTS
Service Agreement between County of Tulare and City of Dinuba

Exhibit B-1 (4 Creeks Engineering Insurance Requirements)

PROFESSIONAL SERVICES CONTRACTS **INSURANCE REQUIREMENTS**

CONTRACTOR shall provide and maintain insurance for the duration of this Agreement against claims for injuries to persons and damage to property which may arise from, or in connection with, performance under the Agreement by the CONTRACTOR, his agents, representatives, employees and subcontractors, if applicable.

A. Minimum Scope & Limits of Insurance

1. Coverage at least as broad as Commercial General Liability, insurance Services Office Commercial General Liability coverage occurrence form GC 00 01, with limits no less than \$2,000,000 per occurrence including products and completed operations, property damage, bodily injury and personal & advertising injury. If a general aggregate limit applies, either the general aggregate limit shall apply separately to this project/location (ISO CG 25 03 or 25 04) or the general aggregate limit shall be twice the required occurrence limit.
2. Insurance Services Office Form Number CA 00 01 covering Automobile Liability of \$1,000,000 per occurrence including any auto or, if the CONTRACTOR has no owned autos, hired and non-owned auto coverage. If an annual aggregate applies it must be no less than \$2,000,000.
3. Workers' Compensation insurance as required by the State of California, with Statutory Limits, and Employer's Liability Insurance with limit of no less than \$1,000,000 per accident for bodily injury or disease.
4. Professional Liability (Errors and Omissions) insurance appropriate to the CONTRACTOR's profession, with limit no less than \$2,000,000 per occurrence or claim, \$3,000,000 aggregate.

B. Specific Provisions of the Certificate

1. If the required insurance is written on a claims made form, the retroactive date must be before the date of the contract or the beginning of the contract work and must be maintained and evidence of insurance must be provided for at least three (3) years after completion of the contract work.
2. CONTRACTOR must submit endorsements to the General Liability reflecting the following provisions:
 - a. *The COUNTY, its officers, agents, officials, employees and volunteers are to be covered as additional insureds as respects; liability arising out of work or operations performed by or on behalf of the CONTRACTOR including material, parts, or equipment furnished in connection with such work or operations.*
 - b. *For any claims related to this project, the CONTRACTOR's insurance coverage shall be primary insurance as respects the COUNTY, its officers, agents, officials, employees and volunteers. Any insurance or self-insurance maintained by the COUNTY, its officers, agents, officials, employees or volunteers shall be excess of the CONTRACTOR's insurance and shall not contribute with it.*
 - c. *CONTRACTOR hereby grants to COUNTY a waiver of any right to subrogation which any insurer of CONTRACTOR may acquire against the county by virtue of the payment of any loss under such insurance. CONTRACTOR agrees to obtain any endorsement that may be necessary to affect this waiver of subrogation, but this provision applies regardless of whether or not the COUNTY has received a waiver of subrogation endorsement from the insurer.*
 - d. *Each insurance policy required by this agreement shall be endorsed to state that coverage shall not be canceled, except after written notice has been provided to the COUNTY.*

3. The Workers' Compensation policy shall be endorsed with a waiver of subrogation in favor of the COUNTY for all work performed by the CONTRACTOR, its employees, agents and subcontractors. CONTRACTOR waives all rights against the COUNTY and its officers, agents, officials, employees and volunteers for recovery of damages to the extent these damages are covered by the workers compensation and employers liability.

C. Deductibles and Self-Insured Retentions

Deductibles and Self-insured retentions must be declared and any deductible or self-insured retention that exceeds \$100,000 will be reviewed by the COUNTY Risk Manager for approval.

D. Acceptability of Insurance

Insurance must be placed with insurers with a current rating given by A.M. Best and Company of no less than A-:VII and a Standard & Poor's Rating (if rated) of at least BBB and from a company approved by the Department of Insurance to conduct business in California. Any waiver of these standards is subject to approval by the County Risk Manager.

E. Verification of Coverage

Prior to approval of this Agreement by the COUNTY, the CONTRACTOR shall file with the submitting department, certificates of insurance with original endorsements effecting coverage in a form acceptable to the COUNTY. Endorsements must be signed by persons authorized to bind coverage on behalf of the insurer. The COUNTY reserves the right to require certified copies of all required insurance policies at any time.

WAIVERS:

I represent and attest that I am a person authorized to make representations on behalf of the CONTRACTOR, and represent the following:

(mark X if applicable)

☐

Automobile Exemption: I certify that _____ does not own nor use vehicles in the performance of the agreement for which this insurance requirement is attached.

☐

Workers' Compensation Exemption: I certify that _____ is not required to carry workers' compensation coverage or has filed an exemption with the State of California as required by law.

I acknowledge and represent that we have met the insurance requirements listed above.

Print Name _____ Date: _____

Contractor Name _____

Signature _____

Exhibit B-2 (County of Tulare and City of Dinuba Insurance Requirements)

County of Tulare – City of Dinuba Water Main Extension Agreement **Insurance Requirements**

- A. Each party, at its sole cost and expense, shall carry insurance or self-insurance for its activities in connection with this agreement, keep in force and maintain insurance or equivalent programs for general liability, workers compensation, automobile liability, and professional liability coverage adequate to cover potential liabilities, negligent or intentionally wrongful acts or omissions, from the performance of its duties under this agreement. Each party agrees to provide the other party with applicable certificates of insurance upon request. Each party being responsible for its own self-insured retentions and deductibles. Failure to maintain insurance as required in this Agreement is a material breach and grounds for termination of the Agreement.



City Council Staff Report

Department: ENGINEER/PLANNING

March 14, 2023

To: Mayor and City Council

From: Jason Watts, City Engineer

Subject: Resolution No. 2023-13 Acquisition of Right of Way for the Kamm/Alta Avenue Roundabout (JW)

RECOMMENDATION

Council adopt Resolution No. 2023-13 by one motion for the following action:

1. Accepts the Irrevocable and Perpetual Offer of Dedication for Right-of-Way dedication for Public Street Purposes.

EXECUTIVE SUMMARY

On December 8, 2020, Council adopted Resolutions 2020-75 approving Budget Amendment Number 2021-13 for FY 20/21 to fund the design expenses for the Alta and Kamm Avenue Roundabout. Additionally, on the same day, Council adopted Resolution 2020-76 authorizing a Program Supplement of \$150,000 for the use of Measure R funds for a portion of the design for the Alta and Kamm Avenue Roundabout Project. Staff recommends City Council accept the dedication for public street purposes by adopting Resolution No. 2023-13 to acquire the final remaining property for the roundabout.

OUTSTANDING ISSUES

None.

DISCUSSION

The City of Dinuba is complete with the engineering design for the roundabout at Alta and Kamm Avenue. The project consists of the construction of a two lane roundabout which includes a reconstructed pavement structural section, curb and gutter, curb ramps, sidewalk, median islands, landscape and irrigation, enhanced crosswalks, and other miscellaneous street improvements. The roundabout will improve mobility and

safety for the future Dinuba High School.

In order to accommodate the improvements necessary to construct the roundabout, the City needs to obtain right-of-way from DUSD. Staff retained a right of way consultant to meet with the school district and inform them of the property they need to grant as part of the new high school.

The information on the property is listed below.

Alta and Kamm Avenue Roundabout Project

Property Owner	APN	Compensation
Dinuba Unified School District	030-010-041	\$0

The City Council must adopt Resolution No. 2023-13 enclosed herein as Attachment 'A' accepting the Irrevocable and Perpetual Offer of Dedication for public street purposes. A copy of the document is attached as Attachment 'B'.

FISCAL IMPACT

None

PUBLIC HEARING

None

ATTACHMENTS:

A. Resolution 2023-13

B. Irrevocable and Perpetual Offer of Dedication - DUSD

RESOLUTION 2023-13

A RESOLUTION OF THE CITY COUNCIL OF THE CITY OF DINUBA ACCEPTING THE RIGHT-OF-WAY DEDICATION FOR THE ALTA AND KAMM AVENUE ROUNDABOUT PROJECT: DINUBA UNIFIED SCHOOL DISTRICT

WHEREAS, the City of Dinuba is proposing a Roundabout at Alta and Kamm Avenue;
and

WHEREAS, the Alta and Kamm Avenue Roundabout requires the acquisition of property
in fee, as shown on the attached Irrevocable and Perpetual Offer of Dedication; and

WHEREAS, the use of Congested Mitigation Air Quality (CMAQ) funds for construction
required the City to follow federal guidelines and requirements for the acquisition of Right-of-Way;
and

WHEREAS, the owners have agreed to deed the property to the City as required by the
construction of the new high school as shown below:

Property Owner	APN	Compensation
Dinuba Unified School District	030-010-041	\$0

WHEREAS, on the properties affected by the dedication, the owners have consented to
grant the property to the City through an Irrevocable and Perpetual Offer of Dedication; and

WHEREAS, the City Engineer recommends the approval of the property from the property
owners listed above;

**NOW, THEREFORE, BE IT RESOLVED that the City Council of Dinuba hereby takes
the following actions:**

1. Accepts the Right-of-Way dedication for Public Street Purposes.
2. The above recitals are true and correct and are adopted as the findings of the City Council.
3. The provisions of this Resolution are severable and if any provision, clause, sentence, word or part thereof is held illegal, invalid, unconstitutional, or inapplicable to any person or circumstances, such illegality, invalidity, unconstitutionality, or inapplicability shall not affect or impair any of the remaining provisions, clauses, sentences, sections, words or parts thereof of the Resolution or their applicability to other persons or circumstances.
4. That the City Clerk shall certify to the adoption of this Resolution and that the same shall be in full force and effect.

IN WITNESS THEREOF, I, Maribel Reynosa, Mayor of the City of Dinuba have hereunto set my hand and caused the great seal of the City of Dinuba to be affixed, on this _____ day of _____ two-thousand-twenty-three.

PASSED AND ADOPTED this ____ day of _____, 20____ by the following vote:

AYES:	COUNCIL MEMBERS:
NOES:	COUNCIL MEMBERS:
ABSTAIN:	COUNCIL MEMBERS:
ABSENT:	COUNCIL MEMBERS:

Mayor

ATTEST:

Maria Alaniz, City Clerk

Recording requested by:
Hamner, Jewell & Associates
Government Real Estate Services

When recorded, mail to:
City of Dinuba
Attn: City Clerk
1088 E. Kamm Avenue
Dinuba, CA 93618

APN: 030-010-041

Exempt from the \$75 Building and Jobs Act Fee per Gov't Code §27388.1(2)(D) Public Agency
No Fee pursuant to Government Code § 6103
No Documentary Transfer Tax per R&T Code § 11922
No Recording Fee per Government Code § 27383

IRREVOCABLE & PERPETUAL OFFER OF DEDICATION

(In Fee)

(SW Corner Kamm Avenue & Alta Avenue, Dinuba, CA)

FOR A VALUABLE CONSIDERATION, receipt of which is hereby acknowledged,

Dinuba Unified School District, a California School District, as OFFEROR

hereby OFFERS to

The City of Dinuba, a California Municipal Corporation, as OFFEREE, an irrevocable right of way in fee for public street and utility purposes that certain portion of OFFEROR'S real property that is located in the City of Dinuba, County of Tulare, State of California, described in "Exhibit A" and depicted "Exhibit B", attached hereto.

IN WITNESS WHEREOF, OFFEROR hereunto caused the names to be subscribed this _____ day of _____, 2023.

OFFERER:

Dinuba Unified School District

By: _____

Name:

Title:

Attest: _____

Name:

Title:

ACKNOWLEDGMENT

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

State of California

County of _____

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

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

WITNESS my hand and official seal.

Signature _____ (Seal)

ACKNOWLEDGMENT

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

State of California

County of _____

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

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

WITNESS my hand and official seal.

Signature _____ (Seal)

EXHIBIT A

That portion of the Northeast quarter of Section 19, Township 16 South, Range 24 East, Mount Diablo Base and Meridian, in the City of Dinuba, County of Tulare, State of California, described as follows:

Commencing at the Northeast corner of said Section 19;

Thence North 89°07'49" West, along the South line of said Section, 48.29 feet;

Thence South 00°52'11" West, at right angles, 84.91 feet, to a point on the West Right of Way line of Alta Avenue, and the TRUE POINT OF BEGINNING;

Thence South 00°15'46" East, along said West Right of Way line, 1234.72 feet, to the South line of the North half of said Northeast quarter of Section 19;

Thence North 89°07'41" West, along said South line, 2.00 feet;

Thence North 00°15'46" West, 999.19 feet;

Thence South 89°44'14" West, 11.00 feet;

Thence northeasterly 18.96 feet, along a non-tangent curve, concave to the East, with a radius of 139.00 feet, a central angle of 7°48'57", and a beginning radial which bears South 89°19'30" West;

Thence North 7°08'27" East, 14.29 feet;

Thence North 00°15'46" West, 91.78 feet;

Thence northwesterly 217.34 feet, along a tangent curve, concave to the Southwest, with a radius of 138.00 feet, and a central angle of 90°14'14";

Thence South 89°30'00" West, 63.31 feet;

Thence westerly 18.02 feet, along a tangent curve, concave to the South, with a radius of 127.00 feet, and a central angle of 8°07'48";

Thence South 81°22'12" West, 35.69 feet;

Thence westerly 24.05 feet, along a tangent curve, concave to the North, with a radius of 139.00 feet, and a central angle of 9°54'43";

Thence North 00°52'11" East, 6.00 feet;

Thence North 89°07'49" West, 157.33 feet;

Thence westerly 168.64 feet, along a tangent curve, concave to the North, with a radius of 2052.00 feet, and a central angle of 4°42'31";

Thence continuing westerly 160.09 feet, along a reverse curve, concave to the South, with a radius of 1948.00 feet, and a central angle of 4°42'31", to a line parallel with and 52.00 feet South of the North line of said Section 19;

Thence North 89°07'49" West, along said parallel line, 1817.11 feet, to the West line of said Northeast quarter of Section 19;

Thence North 00°18'10" West, along said West line, 27.01 feet, to a line parallel with and 25.00 feet South of the North line of said Section 19, said parallel line also being the existing South Right of Way line of Kamm Avenue;

Thence South 89°07'49" East, along said parallel and South Right of Way line, 2364.47 feet, to an angle point in said Right of Way line;

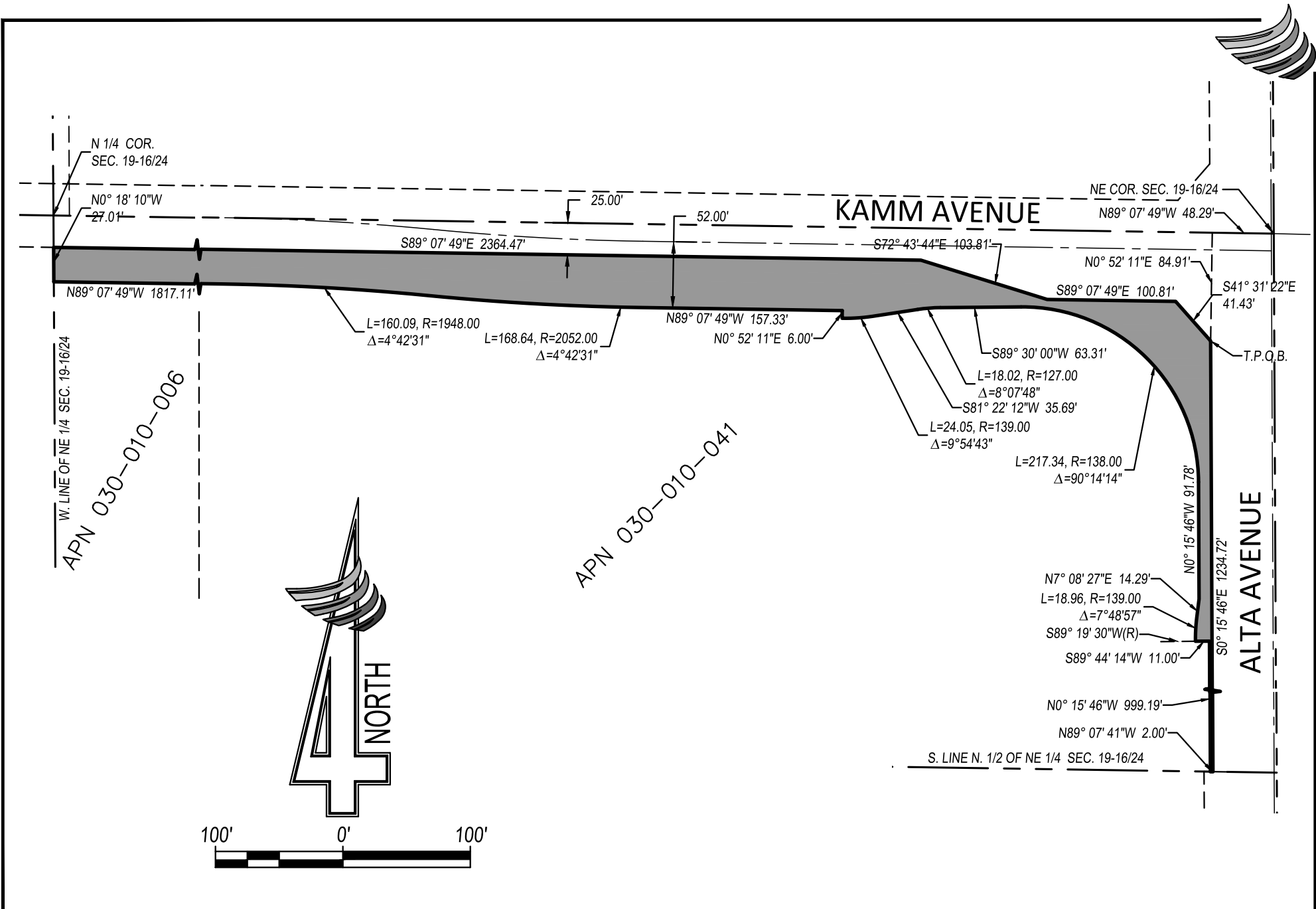
Thence South 72°43'44" East, along said South Right of Way line, 103.81 feet, to an angle point therein;

Thence South 89°07'49" East, along said South Right of Way line, 100.81 feet, to an angle point therein;

Thence South 41°31'22" East, along said South Right of Way line, 41.43 feet, to the TRUE POINT OF BEGINNING;

(Consisting of 1.84 AC. more or less)





 324 S. SANTA FE, STE. A VISALIA, CA 93292 (559) 802-3052	EXHIBIT B RIGHT OF WAY DINUBA, CA	D.U.S.D. 1327 E. EL MONTE WAY DINUBA, CA 93618 559-595-7200	16306 16306-DUSD SW 2/1/23 1"= 100'
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CERTIFICATE OF ACCEPTANCE
by the
City of Dinuba

NO RECORDING FEES DUE AS PER
GOV CODE #27383 OR #6103

This is to certify that the interest in real property APN 030-010-041 (portion) conveyed by the Irrevocable & Perpetual Offer of Dedication dated _____, by _____, Grantor, to The City of Dinuba, a Municipal Corporation, Grantee, is hereby accepted by order of the DINUBA CITY COUNCIL on _____. The City of Dinuba, a Municipal Corporation, and the Grantee consents to recordation thereof by its duly authorized officer.

Dated: _____

Maria Alaniz, City Clerk
City of Dinuba



ACKNOWLEDGMENT

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

State of California
County of Tulare

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

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

WITNESS my hand and official seal.

Signature _____ (Seal)



City Council Staff Report

Department: CITY CLERK

March 14, 2023

To: Mayor and City Council

From: Maria Alaniz, City Clerk/Human Resources Director

Subject: Approval of City Council Meeting Minutes (MA)

RECOMMENDATION

Council to review and approve City Council meeting minutes of February 28, 2023 as presented.

EXECUTIVE SUMMARY

None.

OUTSTANDING ISSUES

None.

DISCUSSION

None.

FISCAL IMPACT

None.

PUBLIC HEARING

None required.

ATTACHMENTS:

City Council Meeting Minutes, February 28, 2023



**February 28, 2023
MINUTES**

COUNCIL MEMBERS PRESENT:

Launer, Nerio-Guerrero, Prado, Reynosa, Thusu

COUNCIL MEMBERS ABSENT:

None.

STAFF MEMBERS PRESENT:

Alaniz, Hernandez, Hurtado, Iriarte, James, Montejano, Solis, Watts, Yanez

1. OPENING CEREMONIES

1.1. Welcome and Call to Order

Mayor Reynosa called the meeting to order at 6:31 p.m.

1.2. Invocation

The invocation was led by Chaplain Susee.

1.3. Pledge of Allegiance

The pledge of allegiance was led by Council Member Prado.

2. AGENDA CHANGES OR DELETIONS

To better accommodate members of the public or convenience in the order of presentation, items on the agenda may not be presented or acted upon in the order listed. Additions to Agenda may be added only pursuant to California Government Code section 54954.2(b).

None.

3. PRESENTATIONS/CEREMONIAL MATTERS

3.1. Police Community Volunteers In-Kind Service Check Presentation to City Council (AI)

Police Chief Iriarte introduced Interim Lieutenant Ashford along with the Police Community Volunteers. Ashford reported that there are a total of 15 volunteer members that participate in many community functions such as the World Ag Expo, Raisin Day Celebration, and Cinco de Mayo Celebration. Ashford stated that the Police Community Volunteers have been led by Lieutenant Son for the past 15 years and have had a total of 1.6 million in-kind service hours during this period.

The Police Community Volunteers presented the city with a check in the amount

of \$63,520 which represents the value of 1,588 in-kind hours. The Volunteers thanked the Council for their support.

The Council offered words of appreciation and support.

4. REQUEST TO ADDRESS COUNCIL

This portion of the meeting is reserved for any person who would like to address the Council on any item that is not on the agenda. Please be advised that State law does not allow the City Council to discuss or take any action on any issue not on the agenda. The City Council may direct staff to follow up on such item(s). Speakers are limited to three (3) minutes. If there is any person wishing to address the City Council at this time please approach the podium and state your name and nature of the request.

None.

5. CONSENT CALENDAR

Matters listed under the Consent Calendar are considered routine and will be enacted by one motion and one vote. There will be no separate discussion of these items. If discussion is desired, a member of the audience or a Council Member may request an item be removed from the Consent Calendar and it will be considered separately.

5.1. SUBJECT

Resolution No. 2023-11 Acquisition of Right of Way for the Kamm/Alta Avenue Roundabout (JW)

RECOMMENDATION

Council adopt Resolution No. 2023-11 by one motion for the following action:

1. Approves the Right-of-Way agreement with Edward A. Davidian and Georgia A. Davidian, Trustees of the Davidian Family Revocable Trust; and,
2. Authorizes the City Manager or designee to sign agreement on behalf of the City for acquisition of property in fee and for a temporary construction easement for public street purposes; and,
3. Accepts the Right-of-Way dedication for Public Street Purposes and Temporary Construction Easement.

5.2. SUBJECT

Approval of City Council Meeting Minutes (MA)

RECOMMENDATION

Council to review and approve City Council meeting minutes of February 14, 2023 as presented.

5.3. SUBJECT

Resolution No. 2023-12 Authorization to Approve Final Map, Subdivision Development Agreement, and Reimbursement Agreement for Vineyard Estates Subdivision (JW)

RECOMMENDATION

Council by one motion take the following actions:

1. Adopt Resolution No. 2023-12 approving the Final Map for the Vineyard Estates Subdivision consisting of 63 residential lots and authorize City staff to record said map; and,
2. Approve the Subdivision Development and Reimbursement Agreement for Vineyard Estates Subdivision and authorize the City Manager or designee to execute the agreement.

5.4. SUBJECT

Request for Excused Absence for Council Member Kuldip Thusu (MA)

RECOMMENDATION

Council to excuse the absence of Council Member Kuldip Thusu from the City Council meeting of February 14, 2023.

5.5. SUBJECT

Request for Excused Absence for Council Member Linda Launer (MA)

RECOMMENDATION

Council to excuse the absence of Council Member Linda Launer from the City Council meeting of February 14, 2023.

A motion was made by Council Member Launer, second by Vice Mayor Nerio-Guerrero, to review and approve the Consent Calendar as presented.

Ayes: Launer, Nerio-Guerrero, Prado , Reynosa, Thusu

6. WARRANT REGISTER

6.1. SUBJECT

Warrant Register February 17 & 24 2023 (KS)

RECOMMENDATION

Council to review and approve the Warrant Register as presented.

A motion was made by Council Member Launer, second by Council Member Prado , to review and approve Warrant Register as presented.

Ayes: Launer, Nerio-Guerrero, Prado , Reynosa, Thusu

7. PUBLIC HEARING

7.1. SUBJECT

Public Hearing to Consider Adopting Resolution No. 2023-10 Approving the Final Negative Declaration (SCH 2023010340) for the Alta Avenue (Road 80) and Kamm Avenue (Avenue 408) Roundabout Project (JW)

RECOMMENDATION

Council to conduct a public hearing and adopt Resolution No. 2023-10 adopting a Mitigated Negative Declaration (State Clearing House No. 2023010340) for the Alta Avenue and Kamm Avenue Roundabout Project.

Engineer Watts presented the environmental study to support the Alta Avenue and Kamm Avenue Roundabout Project.

Mayor Reynosa asked if it would be best for Council Member Prado to exclude himself from this item due to his employment with the Dinuba Unified School District. City Attorney Yanez recommended that Prado exclude himself from any action on this matter.

Prado chose to abstain from this item.

Mayor Reynosa opened the public hearing.

Dinuba Unified School District Superintendent Hernandez approached the podium to express his concern regarding insufficient notice. Hernandez stated that under Government Code 15072 he should have received a notice in the mail. Hernandez advised that he had only just received the Environmental report that afternoon and that he has some safety concerns to address. Hernandez asked for additional time to properly review the document before any action is taken by the council and for proper notice to be given to the School District for any future notices.

Council Member Launer asked Superintendent Hernandez about his safety concerns. Hernandez mentioned pedestrian safety and that he would also like supporting documentation for comments made in the report. Launer expressed that the Alta and Kamm Roundabout Project has been in process since March 2016 and any delay in schedule may reflect in the loss of funding due to time constraints. Launer advised Hernandez that safety is the city's priority and that the roundabout is the best choice for pedestrian safety. Hernandez asked to have until the next council meeting to process and read the safety report and clear any questions regarding safety.

Launer asked City Engineer Watts how long it would take to provide the safety report information. Watts advised it would be about a week and that this hearing is a separate item from the safety report. Watts shared that the request for authorization to Caltrans is due 4/1/23. Public Works Director Hernandez advised that if the Council does not approve the Resolution today funds may be lost if reports are not submitted by the deadline.

Mayor Reynosa advised that the loss of funds could be detrimental to the project.

Superintendent Hernandez advises that they do not want to slow the project but want more time to review the safety report. Hernandez advised that he is ok with

the council approving the hearing as long as they have an open dialog moving forward.

Dinuba Unified District School Board Member Mary Villareal approached the podium and advised that she only had a few minutes to review the Environmental Report and wants to be ensured that the Dinuba School District is notified 30 days in advance for any future notices.

Mayor Reynosa closed the public hearing.

A motion was made by Council Member Launer, second by Council Member Thusu, to adopt Resolution No. 2023-10 adopting a Mitigated Negative Declaration (State Clearing House No. 2023010340) for the Alta Avenue and Kamm Avenue Roundabout Project.

Ayes: Launer, Nerio-Guerrero, Reynosa, Thusu
Abstain: Prado

8. DEPARTMENT REPORTS

8.1. SUBJECT

Mid-year Budget Report and Budget Amendments for Fiscal Year 2022/2023 (KS)

RECOMMENDATION

Council to take the following action by one motion:

1. Accept the Fiscal Year 2022/23 Mid-Year Financial Report and Second Quarter Financials; and,
2. Adopt Resolution No. 2023-09 approving budget amendments for Fiscal Year 2022/23.

Administrative Services Director Solis reported the Second Quarter Mid-Year report. Solis provided a summary of funds including Revenues and Expenditures ending in December 31, 2022. Solis presented the First Quarter Fund Analysis of all funds, consisting of the General Fund, Enterprise Funds, Special Revenue Funds, Internal Services Funds, Capital Funds, and Debt Service Funds for the period ending December 31, 2022. Solis reported that all funds are as expected and at target for year-end.

Council Member Thusu asked how much more sales tax revenue has been received and asked if we were on track. Solis advised that we have received January's allocation and anticipates meeting the expected revenues. Solis reported that revenues are at the level they were prior to the pandemic.

Council Member Launer asked about business licenses and if we could require a sticker to be displayed to help identify businesses in compliance with their license. City Attorney Yanez advised there could be an amendment to include a requirement to display a notice.

A motion was made by Council Member Prado , second by Council Member

Thusu, to accept the Fiscal Year 2022/23 Mid-Year Financial Report and Second Quarter Financials, and adopt Resolution No. 2023-09 approving budget amendments for Fiscal Year 2022/23.

Ayes: Launer, Nerio-Guerrero, Prado , Reynosa, Thusu

8.2. SUBJECT

Mid-year Cash and Investment Report for Fiscal Year 2022/23 (KS)

RECOMMENDATION

Council accept the City of Dinuba Mid-year Cash and Investment report for fiscal year 2022/23.

Administrative Service Director Solis presented the Cash and Investment Summary ending December 31, 2022. Solis reported on Cash Deposits, Trustee Deposits, Portfolio Investments, and Managed Investments. Solis advised that the Tulare County Investment and CAMP earnings will be included in the next reporting period. Solis reported that earnings reflect an increase of 97% over the same period last year and that the first half of fiscal year 2022/23 is a period of restructuring. Solis advised that Portfolio investment money was moved slowly so earnings varied and she is confident of future investments.

A motion was made by Council Member Thusu, second by Council Member Launer, to accept the City of Dinuba Mid-year Cash and Investment report for the fiscal year 2022/23.

Ayes: Launer, Nerio-Guerrero, Prado , Reynosa, Thusu

8.3. SUBJECT

Dinuba Housing Element Update (KSch)

RECOMMENDATION

Council to receive information on the status of the Dinuba Housing Element update.

City Planning Consultant Karl Schoettler presented the overview of the ongoing preparation of the Dinuba Housing Element a component of the City's General Plan that analyzes conditions and establishes action plans for the housing needs of the City over the next 8 years.

Schoettler advised that the City of Dinuba is participating along with six other Tulare County cities in a Multi-Jurisdictional Housing Element, being prepared by a Consultant team. Schoettler advised that not complying with the plan can put the city in danger of litigation and loss of funds. Schoettler reported that for the 2023-2031 planning period, the city must demonstrate the ability to accommodate 1,588 dwelling units in four income categories, very low income, low income, moderate income, and above-moderate income. Schoettler shared that the Consultants will be soliciting public involvement in form of workshops and online surveys. Schoettler stated that once the Consultants have completed the draft Housing Element, it will be presented to the Council for adoption.

Council Member Launer asked what zones would be reviewed. Schoettler

advised that all zones will be identified including Williamson zones.

9. MAYOR/COUNCIL REPORTS

Council Member Prado shared that the summit he attended exceeded sponsorship goals. Prado thanked Ismael for his department's hard work.

Vice Mayor Nerio-Guerrero shared that she attended the Rosary for fallen Selma Police Officer Carrasco. Nerio-Guerrero attended the Starbucks event featuring the Dinuba Fire Department and thanked the Parks Department for placing a trash receptacle at the pickleball courts.

Council Member Thusu expressed his appreciation for the condolences and well wishes he received after his father's passing. Thusu thanked the Public Works staff for their hard work during the storms. Thusu advised that he attended the TCRTA meeting where they discussed Visalia and Porterville's use of the agency's fleet. Thusu reported that the Executive meeting for South San Joaquin is scheduled for March 9th in Bakersfield. Thusu asked if the City had any liability for ponding basin recreational use during floods.

Council Member Launer thanked staff for their hard work during the storm and their fast action to remove downed trees. Launer reported attending TCAG training and shared that another training is scheduled for Thursday. Launer will be attending the San Joaquin Regional Policy meeting on the March 29th. Launer will be absent for the March 28th Council Meeting.

Mayor Reynosa shared that she attended the Rosary for the fallen Selma Police Officer.

10. CITY MANAGER COMMUNICATIONS

Assistant City Manager James thanked all city staff for their work during the storm. James congratulated Finance for their CSFMO budget award. James reminded the Council of the required Ethics training and that City Engineer Watts will soon be out on paternity leave.

11. CITY STAFF COMMUNICATIONS

City Attorney Yanez reported that he will be conducting in-person Ethics training on March 14th at 3:00 p.m. at City Hall. Yanez reported that he is in the process of reviewing agreements that will soon be on the consent calendar.

Police Chief Iriarte reported attending the Rosary and service for the fallen Selma Police Officer and attended the California Highway Patrol Academy graduation of a former Dinuba Police Officer. Iriarte reported the promotion of Sergeant Ashford to Lieutenant and the pending conditional offers of employment to four Reserve Officers. One dispatch candidate is in the background process, Robin Galvan has begun her position as a full-time dispatcher and Sam Harra is the new full-time Animal Control Officer.

Public Works Director Hernandez shared that staff worked long hours during the storm and received relief from the Parks department.

Parks and Community Services Director Hurtado will advise the parks crew of the Council's gratitude for their hard work.

Engineer Watts shared he has been plan checking construction projects that will be moving forward this summer. Watts thanked Public Works Director Hernandez for being proactive and slowly resolving flooding issues around town.

Human Resources Director/City Clerk Alaniz reminded the Council of the mandated training.

12. CLOSED SESSION

12.1. Liability Claim (MA)

Pursuant to Government Code Section 54956.95; Claimant(s) Edit Valero-Rodriguez. Agency Claimed Against: City of Dinuba.

The claim was rejected.

12.2. Liability Claim (MA)

Pursuant to Government Code Section 54956.95; Claimant(s) Joseph Curiel. Agency Claimed Against: City of Dinuba.

The claim was rejected.

13. ADJOURNMENT

The meeting was adjourned at 8:18 p.m.



City Council Staff Report

Department: FIRE SERVICES

March 14, 2023

To: Mayor and City Council

From: Joanne Bear, Battalion Chief

Subject: Co-Sponsorship of the Leadership Class of Northern Tulare County
Annual Cinco de Mayo (JB)

RECOMMENDATION

Council to approve co-sponsorship of the Cinco de Mayo event at Rose Ann Vuich Park on May 3-6, 2023, and the parade downtown on May 6, 2023, hosted by the Leadership Class of Northern Tulare County.

EXECUTIVE SUMMARY

The Leadership Class of Northern Tulare County Class (LNTC) is planning the 2023 Cinco de Mayo Event and parade. The event will take place May 3-6, 2023, at Rose Ann Vuich Park. The parade will take place Saturday, May 6, 2023. LNTC is once again requesting that the City co-sponsor the event with exclusive use of Vuich Park, closure of the streets in the downtown for the parade and authorize assistance from city staff to prepare grounds and streets for the event.

OUTSTANDING ISSUES

None

DISCUSSION

This year's Leadership Class (LNTC) is planning the 2023 Cinco de Mayo Festival. Historically the event is held at Rose Ann Vuich Park and this year's LNTC is planning a similar event. The dates of the event are May 3-6, 2023. The event includes food, entertainment, a carnival, and a parade through the downtown. The LNTC class submitted a request (Attachment A) requesting that the City of Dinuba co-sponsor the event; exclusive use of Rose Ann Vuich Park and assistance from city staff to help prepare the grounds for the event and downtown streets for the parade. In addition, LNTC submitted a request to Community Services for use of Vuich Park, and an application to the Traffic Safety Committee (TSC) for approval of the Cinco de Mayo Parade route through the downtown scheduled on Saturday, May 6, 2023.

4. Both Community Services and the TSC have approved the requests submitted by LNTC concerning the Cinco de Mayo event in May. Co-sponsorship of the event means that the City agrees to allow LNTC to host the event on city property, waive the park use fees and provide in-kind assistance from city staff before, during and after the event.

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FISCAL IMPACT

Fiscal impact is estimated at \$2,830 for use of the park, pavilion and band shell rental fees. In addition, staff time is provided as an in-kind service during the course of the event.

PUBLIC HEARING

None required.



City Council Staff Report

Department: FINANCE SERVICES

March 14, 2023

To: Mayor and City Council
From: Karina Solis, Administrative Services Director
By: Maria Alaniz, City Clerk/Human Resources Director
Subject: Warrant Register for March 3 & 10 2023 (KS)

RECOMMENDATION

Council to review and approve the Warrant Register as presented.

EXECUTIVE SUMMARY

None.

OUTSTANDING ISSUES

None.

DISCUSSION

None.

FISCAL IMPACT

None.

PUBLIC HEARING

None required.

ATTACHMENTS:

WR 03.03.2023
WR 03.10.2023



Accounts Payable Invoice Report

Payment Date Range 02/25/23 - 03/03/23
Report By Vendor - Invoice
Summary Listing

Invoice Number	Invoice Description	Status	Held Reason	Invoice Date	Due Date	G/L Date	Received Date	Payment Date	Invoice Net Amount
Vendor 1060 - A & E Industrial Cleaning Equipment Corp.									
45078	A&E Repairs	Paid by Check #40591		02/21/2023	03/03/2023	03/03/2023		03/03/2023	172.45
46040	A&E Vacuum motor brush	Paid by Check #40591		02/21/2023	03/03/2023	03/03/2023		03/03/2023	132.76
Vendor 1060 - A & E Industrial Cleaning Equipment Corp. Totals							Invoices	2	\$305.21
Vendor 1776 - A&M Consulting Engineers									
INV12722021	A&M Consulting Eng Traffic Survey	Paid by Check #40592		01/06/2023	03/03/2023	03/03/2023		03/03/2023	12,000.00
Vendor 1776 - A&M Consulting Engineers Totals							Invoices	1	\$12,000.00
Vendor 206 - ADT Security Services, Inc.									
86617518	ADT Waste Water Plant	Paid by Check #40593		02/13/2023	03/03/2023	03/03/2023		03/03/2023	182.82
Vendor 206 - ADT Security Services, Inc. Totals							Invoices	1	\$182.82
Vendor 263 - Advantek Benefit Administrators									
02/17/2023	02/17/2023	Paid by Check #40594		02/17/2023	03/03/2023	03/03/2023		03/03/2023	60,814.80
02/24/2023	02/24/2023	Paid by Check #40594		02/24/2023	03/03/2023	03/03/2023		03/03/2023	9,847.48
Vendor 263 - Advantek Benefit Administrators Totals							Invoices	2	\$70,662.28
Vendor 1036 - Allstar Fire Equipment									
244612	Safety Equipment	Paid by Check #40595		12/15/2022	03/03/2023	03/03/2023		03/03/2023	5,504.42
Vendor 1036 - Allstar Fire Equipment Totals							Invoices	1	\$5,504.42
Vendor 351 - Anthem Blue Cross									
000266944218	MAGYAR 792A24403 02/01/23-02/28/23	Paid by Check #40597		01/04/2023	03/03/2023	03/03/2023		03/03/2023	90.60
000271073852	RAMIREZ 010W01865 03/01/23-03/31/2023	Paid by Check #40598		02/04/2023	03/03/2023	03/03/2023		03/03/2023	94.50
000271119561	MAGYAR 792A24403 03/01/23-03/31/23	Paid by Check #40599		02/04/2023	03/03/2023	03/03/2023		03/03/2023	90.60
000272583717	MAGYAR 730A75583 03/01/23-05/31/23	Paid by Check #40600		02/07/2023	03/03/2023	03/03/2023		03/03/2023	971.76
000272594422	TYLER 141A75193 03/01/23-03/31/23	Paid by Check #40601		02/07/2023	03/03/2023	03/03/2023		03/03/2023	256.76
000272650643	HARTLEY 925M97595 03/01/23-03/31/23	Paid by Check #40603		02/07/2023	03/03/2023	03/03/2023		03/03/2023	257.10
000272688629	RAMIREZ 992W01856	Paid by Check #40602		02/07/2023	03/03/2023	03/03/2023		03/03/2023	197.85
000726010E	BILLING 03/01/2023-04/01/2023	Paid by Check #40596		02/14/2023	03/03/2023	03/03/2023		03/03/2023	387.36
Vendor 351 - Anthem Blue Cross Totals							Invoices	8	\$2,346.53
Vendor 21 - Aramark Uniform Services Inc.									
5031148591	FY22/23-Parks - Uniform Allowance - Contract	Paid by Check #40604		02/22/2023	03/03/2023	03/03/2023	02/23/2023	03/03/2023	63.92
Vendor 21 - Aramark Uniform Services Inc. Totals							Invoices	1	\$63.92
Vendor 17 - AT&T									



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Invoice Number	Invoice Description	Status	Held Reason	Invoice Date	Due Date	G/L Date	Received Date	Payment Date	Invoice Net Amount
9391054470 2/23	2/10/2023	Paid by Check #40607		02/11/2023	03/03/2023	03/03/2023		03/03/2023	24.85
9391054471 2/23	2/10/2023	Paid by Check #40608		02/11/2023	03/03/2023	03/03/2023		03/03/2023	24.85
9391054479 2/23	2/10/2023	Paid by Check #40609		02/11/2023	03/03/2023	03/03/2023		03/03/2023	24.85
9391054742 2/23	2/10/2023	Paid by Check #40606		02/11/2023	03/03/2023	03/03/2023		03/03/2023	114.55
9391054736 02/23	PD - 01/20/2023 - 02/19/2023 Billing Charges	Paid by Check #40605		02/20/2023	03/03/2023	03/03/2023		03/03/2023	141.40
939103727702/23	PW - telephone 01/10/23- 02/09/23	Paid by Check #40610		02/10/2023	03/03/2023	03/03/2023		03/03/2023	27.55
939105447202/23	PW - telephone 01/10/23- 02/09/23	Paid by Check #40611		02/10/2023	03/03/2023	03/03/2023		03/03/2023	47.98
939105447402/23	PW - telephone 01/10/23- 02/09/23	Paid by Check #40612		02/10/2023	03/03/2023	03/03/2023		03/03/2023	48.03
939105447702/23	PW - telephone 01/10/23- 02/09/23	Paid by Check #40613		02/10/2023	03/03/2023	03/03/2023		03/03/2023	24.83
939105447802/23	PW - telephone 01/10/23- 02/09/23	Paid by Check #40614		02/10/2023	03/03/2023	03/03/2023		03/03/2023	24.83
939105474102/23	PW - telephone 01/11/23- 02/10/23	Paid by Check #40615		02/11/2023	03/03/2023	03/03/2023		03/03/2023	305.96
Vendor 17 - AT&T Totals				Invoices			11		\$809.68
Vendor 420 - Atlas Copco Compressors LLC									
1123019016	Atlas Copco CNG repairs	Paid by Check #40616		02/22/2023	03/03/2023	03/03/2023		03/03/2023	2,993.25
Vendor 420 - Atlas Copco Compressors LLC Totals				Invoices			1		\$2,993.25
Vendor 40 - Richard Leroy Barkley									
9544	Drop Cord Station	Paid by Check #40617		01/23/2023	03/03/2023	03/03/2023		03/03/2023	800.00
Vendor 40 - Richard Leroy Barkley Totals				Invoices			1		\$800.00
Vendor 1513 - Barnes Welding									
63131242	barnes repairs	Paid by Check #40618		02/15/2023	03/03/2023	03/03/2023		03/03/2023	626.13
Vendor 1513 - Barnes Welding Totals				Invoices			1		\$626.13
Vendor 116 - BSK Analytical Laboratories									
AG02918	BSK Lab Testing	Paid by Check #40619		02/17/2023	03/03/2023	03/03/2023		03/03/2023	176.00
Vendor 116 - BSK Analytical Laboratories Totals				Invoices			1		\$176.00
Vendor 305 - Cartozian Air Conditioning and Heating Inc.									
18821	cartozian WWTP	Paid by Check #40620		01/20/2023	03/03/2023	03/03/2023		03/03/2023	95.00
18810	Cartozian WWTP Repairs	Paid by Check #40620		01/23/2023	03/03/2023	03/03/2023		03/03/2023	789.50
Vendor 305 - Cartozian Air Conditioning and Heating Inc. Totals				Invoices			2		\$884.50
Vendor 170 - Comcast									
0148160 02/11/23	1390 E ELIZABETH WAY 02/16/23- 03/15/23	Paid by Check #40621		02/11/2023	03/03/2023	03/03/2023		03/03/2023	258.75
0148178 02/12/23	680 S ALTA AVE OFC 02/17/23- 03/16/23	Paid by Check #40622		02/12/2023	03/03/2023	03/03/2023		03/03/2023	348.47



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Invoice Number	Invoice Description	Status	Held Reason	Invoice Date	Due Date	G/L Date	Received Date	Payment Date	Invoice Net Amount
			Vendor 170 - Comcast Totals			Invoices	2		\$607.22
Vendor 1576 - Creative Asphalt, Inc. 7968	Creative Asphalt	Paid by Check #40623		08/15/2022	03/03/2023	03/03/2023		03/03/2023	2,600.00
			Vendor 1576 - Creative Asphalt, Inc. Totals			Invoices	1		\$2,600.00
Vendor 166 - Dinuba Glass LLC. 29729	Glass Door Replacement	Paid by Check #40624		02/21/2023	03/03/2023	03/03/2023		03/03/2023	284.33
			Vendor 166 - Dinuba Glass LLC. Totals			Invoices	1		\$284.33
Vendor 200 - Dinuba Unified School District 1775	DSC SENIOR MONTHLY LUNCHES-JAN2023	Paid by Check #40625		02/15/2023	03/03/2023	03/03/2023		03/03/2023	5,225.00
			Vendor 200 - Dinuba Unified School District Totals			Invoices	1		\$5,225.00
Vendor 1617 - Felland Construction, Inc. 18882	PD - Repairs/Replace Men's Restroom Handicap Door	Paid by Check #40626		12/08/2022	03/03/2023	03/03/2023		03/03/2023	1,152.50
			Vendor 1617 - Felland Construction, Inc. Totals			Invoices	1		\$1,152.50
Vendor 235 - FERGUSON ENTERPRISES, LLC 1745188-1	Ferguson Meters	Paid by Check #40627		02/16/2023	03/03/2023	03/03/2023		03/03/2023	5,247.06
1745188-2	Ferguson meters	Paid by Check #40627		02/20/2023	03/03/2023	03/03/2023		03/03/2023	6,568.59
			Vendor 235 - FERGUSON ENTERPRISES, LLC Totals			Invoices	2		\$11,815.65
Vendor 1801 - Garda CL West, INC 10731104	SERVICE MONTH MARCH 2023	Paid by Check #40628		03/01/2023	03/03/2023	03/03/2023		03/03/2023	1,305.78
			Vendor 1801 - Garda CL West, INC Totals			Invoices	1		\$1,305.78
Vendor 18 - The Gas Company 1285520359702/23	1088 E KAMM AVE 01/06/23-02/03/23	Paid by Check #40629		02/07/2023	03/03/2023	03/03/2023		03/03/2023	1,407.76
			Vendor 18 - The Gas Company Totals			Invoices	1		\$1,407.76
Vendor 1717 - Golden Valley Ace Hardware 28902	Supplies	Paid by Check #40630		02/21/2023	03/03/2023	03/03/2023		03/03/2023	34.91
			Vendor 1717 - Golden Valley Ace Hardware Totals			Invoices	1		\$34.91
Vendor 68 - Grainger Inc. 9557372605	Grainger	Paid by Check #40631		12/28/2022	03/03/2023	03/03/2023		03/03/2023	14.11
			Vendor 68 - Grainger Inc. Totals			Invoices	1		\$14.11
Vendor 1841 - Hamner, Jewell & Associates 202413	Hamner Jewell Kamm alta ROW	Paid by Check #40632		02/22/2023	03/03/2023	03/03/2023		03/03/2023	10,340.89
			Vendor 1841 - Hamner, Jewell & Associates Totals			Invoices	1		\$10,340.89



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Invoice Number	Invoice Description	Status	Held Reason	Invoice Date	Due Date	G/L Date	Received Date	Payment Date	Invoice Net Amount
Vendor 1431 - Patricia Hartman									
02/21/2023	REIMB ANTHEM 03/01/23-03/31/23	Paid by Check #40633		02/21/2023	03/03/2023	03/03/2023		03/03/2023	94.50
02/24/2023	REIMB ANTHEM 03/01/23-05/31/23	Paid by Check #40633		02/24/2023	03/03/2023	03/03/2023		03/03/2023	651.96
Vendor 1431 - Patricia Hartman Totals							Invoices	2	\$746.46
Vendor 139 - Henry Schein Inc.									
33786983	Supplies	Paid by Check #40634		01/30/2023	03/03/2023	03/03/2023		03/03/2023	272.26
34152257	Supplies	Paid by Check #40634		02/06/2023	03/03/2023	03/03/2023		03/03/2023	679.46
34294886	Supplies	Paid by Check #40634		02/08/2023	03/03/2023	03/03/2023		03/03/2023	57.36
34294994	Supplies	Paid by Check #40634		02/08/2023	03/03/2023	03/03/2023		03/03/2023	114.72
34152258	Supplies	Paid by Check #40634		02/10/2023	03/03/2023	03/03/2023		03/03/2023	384.80
34418464	Supplies	Paid by Check #40634		02/10/2023	03/03/2023	03/03/2023		03/03/2023	555.63
Vendor 139 - Henry Schein Inc. Totals							Invoices	6	\$2,064.23
Vendor 174 - Howard's Pest Control									
111131	February 2023	Paid by Check #40635		02/02/2023	03/03/2023	03/03/2023		03/03/2023	93.00
Vendor 174 - Howard's Pest Control Totals							Invoices	1	\$93.00
Vendor 213 - Javelina Trading Company									
2302001	Javelina Trading Co	Paid by Check #40636		02/01/2023	03/03/2023	03/03/2023		03/03/2023	1,465.32
Vendor 213 - Javelina Trading Company Totals							Invoices	1	\$1,465.32
Vendor 440 - Johnson Controls Security Solutions									
38472280	Johnson Controls Tower	Paid by Check #40637		02/11/2023	03/03/2023	03/03/2023		03/03/2023	76.76
Vendor 440 - Johnson Controls Security Solutions Totals							Invoices	1	\$76.76
Vendor 5 - Jorgensen & Co.									
6051570	Hydro Testing 16	Paid by Check #40638		02/14/2023	03/03/2023	03/03/2023		03/03/2023	460.00
Vendor 5 - Jorgensen & Co. Totals							Invoices	1	\$460.00
Vendor 53 - League of California Cities									
8015	Membership dues year 2023	Paid by Check #40639		01/20/2023	03/03/2023	03/03/2023		03/03/2023	283.30
Vendor 53 - League of California Cities Totals							Invoices	1	\$283.30
Vendor 449 - Les Schwab Tire Centers of Central California									
55100304105	Les Schwab Fire T 31	Paid by Check #40640		02/17/2023	03/03/2023	03/03/2023		03/03/2023	3,394.46
55100304630	Bus #12 Replaced front tires and alignment	Paid by Check #40640		02/24/2023	03/03/2023	03/03/2023		03/03/2023	624.19
Vendor 449 - Les Schwab Tire Centers of Central California Totals							Invoices	2	\$4,018.65
Vendor 89 - Liebert Cassidy Whitmore									
234029	DI030-00001 General Matters January 2023	Paid by Check #40641		01/31/2023	03/03/2023	03/03/2023		03/03/2023	2,716.00



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Vendor 89 - Liebert Cassidy Whitmore Totals							Invoices	1	\$2,716.00
Vendor 1181 - McCormick, Kabot & Lew									
14340	General Matters December 2022	Paid by Check #40642		12/25/2022	03/03/2023	03/03/2023		03/03/2023	831.50
14347	RETAINER DECEMBER 2022	Paid by Check #40642		12/25/2022	03/03/2023	03/03/2023		03/03/2023	3,300.00
Vendor 1181 - McCormick, Kabot & Lew Totals							Invoices	2	\$4,131.50
Vendor 648 - Marcos Nunez									
03/01/2023	reimburse fee's	Paid by Check #40643		03/01/2023	03/03/2023	03/03/2023		03/03/2023	20.00
Vendor 648 - Marcos Nunez Totals							Invoices	1	\$20.00
Vendor 392 - O'Reilly Auto Parts									
3641-109271	Supplies	Paid by Check #40644		02/16/2023	03/03/2023	03/03/2023		03/03/2023	12.35
Vendor 392 - O'Reilly Auto Parts Totals							Invoices	1	\$12.35
Vendor 142 - Office Depot BSD									
291852728001	Office Supplies	Paid by Check #40645		02/14/2023	03/03/2023	03/03/2023		03/03/2023	55.75
Vendor 142 - Office Depot BSD Totals							Invoices	1	\$55.75
Vendor 76 - Pacific Gas & Electric									
3166578419002/23	3007 W KAMM AVE 01/18/23-02/15/23	Paid by Check #40646		02/16/2023	03/03/2023	03/03/2023		03/03/2023	58.18
3547447107102/23	February 2023	Paid by Check #40654		02/08/2023	03/03/2023	03/03/2023		03/03/2023	690.96
6183054474002/23	496 E TULARE ST 01/07/23-02/06/23	Paid by Check #40664		02/08/2023	03/03/2023	03/03/2023		03/03/2023	4,023.60
1557710974502/23	Parks 1851 E KAMM AVE 01/10/23-02/08/23	Paid by Check #40647		02/10/2023	03/03/2023	03/03/2023		03/03/2023	1,718.60
8319024072702/23	Parks SW SW 16-16-24 01/10/23-02/08/23	Paid by Check #40649		02/10/2023	03/03/2023	03/03/2023		03/03/2023	48.04
4323390246902/23	CITRUS HEIGHTS VENTURA AND O 01/14/23-02/14/23	Paid by Check #40648		02/14/2023	03/03/2023	03/03/2023		03/03/2023	68.85
8543598174202/23	L & L 01/14/23-02/14/23	Paid by Check #40650		02/14/2023	03/03/2023	03/03/2023		03/03/2023	230.62
9018373735302/23	L & L DUNMORE HOMES VISCAYA 1 AT SAGINA 01/14/23-02/14/23	Paid by Check #40651		02/14/2023	03/03/2023	03/03/2023		03/03/2023	1,008.51
9196176758802/23	L & L SIERRA WAY AND BUENA VISTA AVE 01/14/23-02/14/23	Paid by Check #40652		02/14/2023	03/03/2023	03/03/2023		03/03/2023	89.10
6402990649802/23	PD - 01/18/2023 - 02/15/2023 Billing Charges	Paid by Check #40653		02/16/2023	03/03/2023	03/03/2023		03/03/2023	19.90
1344455159502/23	NW COR M & VENTURA AVE 01/07/23-02/06/23	Paid by Check #40655		02/07/2023	03/03/2023	03/03/2023		03/03/2023	72.14
2104753778802/23	155 W MERCED AVE 01/07/23-02/06/23	Paid by Check #40658		02/07/2023	03/03/2023	03/03/2023		03/03/2023	102.22
6058049267002/23	148 S M ST 01/07/23-02/06/23	Paid by Check #40659		02/07/2023	03/03/2023	03/03/2023		03/03/2023	48.25
6724721106202/23	TULARE & L ST 01/08/23-02/07/23	Paid by Check #40661		02/08/2023	03/03/2023	03/03/2023		03/03/2023	119.49



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2073277197502/23	1088 E KAMM AVE 01/10/23-02/08/23	Paid by Check #40657		02/10/2023	03/03/2023	03/03/2023		03/03/2023	874.26
1561888272202/23	PW 01/12/23-02/10/23	Paid by Check #40656		02/12/2023	03/03/2023	03/03/2023		03/03/2023	160.54
6407995725002/23	PW 01/12/23-02/12/23	Paid by Check #40660		02/14/2023	03/03/2023	03/03/2023		03/03/2023	658.57
9179222553302/23	PW 01/14/23-02/14/23	Paid by Check #40662		02/14/2023	03/03/2023	03/03/2023		03/03/2023	915.02
9548749847902/23	ALTA & NEBRASKA AVE 01/12/23-02/10/23	Paid by Check #40663		02/14/2023	03/03/2023	03/03/2023		03/03/2023	83.38
			Vendor 76 - Pacific Gas & Electric Totals			Invoices	19		\$10,990.23
Vendor	7 - Pena's Disposal Services								
717848	FY22/23-Parks -Vuich Park - Disposal service	Paid by Check #40665		02/21/2023	03/03/2023	03/03/2023	02/22/2023	03/03/2023	659.54
717854	Penas sweeper dirt roll off	Paid by Check #40665		02/21/2023	03/03/2023	03/03/2023		03/03/2023	3,011.00
			Vendor 7 - Pena's Disposal Services Totals			Invoices	2		\$3,670.54
Vendor	38 - Reedley Irrigation System								
RIS-POS03-18360	Fy 22/23-L&L-Couplings,elbow,tee and glue	Paid by Check #40666		02/22/2023	03/03/2023	03/03/2023	02/27/2023	03/03/2023	70.56
			Vendor 38 - Reedley Irrigation System Totals			Invoices	1		\$70.56
Vendor	1714 - Republic EVS, LLC								
12170	2022 Ford E-350 / FY 2022-23	Paid by Check #40667		02/01/2023	03/03/2023	03/03/2023		03/03/2023	167,250.70
			Vendor 1714 - Republic EVS, LLC Totals			Invoices	1		\$167,250.70
Vendor	1677 - Rodeo Wild West								
065740	Boots Sam Lopez	Paid by Check #40668		10/31/2022	03/03/2023	03/03/2023		03/03/2023	194.21
638711	Boots Tim Gonzalez	Paid by Check #40668		02/03/2023	03/03/2023	03/03/2023		03/03/2023	150.00
			Vendor 1677 - Rodeo Wild West Totals			Invoices	2		\$344.21
Vendor	42 - Scout Specialties								
163709	Scout Specialty	Paid by Check #40669		02/17/2023	03/03/2023	03/03/2023		03/03/2023	84.30
			Vendor 42 - Scout Specialties Totals			Invoices	1		\$84.30
Vendor	957 - Shred-It USA LLC								
8003358668	PD - Shred Service	Paid by Check #40670		02/18/2023	03/03/2023	03/03/2023		03/03/2023	137.70
			Vendor 957 - Shred-It USA LLC Totals			Invoices	1		\$137.70
Vendor	1081 - Statewide Traffic Safety and Signs Inc.								
04010489	Statewide Arrow Board	Paid by Check #40671		02/09/2023	03/03/2023	03/03/2023		03/03/2023	450.00
04010490	Statewide Arrow Board	Paid by Check #40671		02/09/2023	03/03/2023	03/03/2023		03/03/2023	450.00
04010491	Statewide Arrow Board	Paid by Check #40671		02/09/2023	03/03/2023	03/03/2023		03/03/2023	(450.00)
04010492	Statewide Arrow Board	Paid by Check #40671		02/09/2023	03/03/2023	03/03/2023		03/03/2023	450.00
04010493	Statewide Arrow Board	Paid by Check #40671		02/09/2023	03/03/2023	03/03/2023		03/03/2023	(450.00)
04010494	Statewide Arrow Board	Paid by Check #40671		02/09/2023	03/03/2023	03/03/2023		03/03/2023	450.00



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		Vendor	1081 - Statewide Traffic Safety and Signs Inc.	Totals		Invoices	6		\$900.00
Vendor 214 - Stericycle, Inc.									
3006367796	March 2023	Paid by Check #40672		03/01/2023	03/03/2023	03/03/2023		03/03/2023	148.90
		Vendor	214 - Stericycle, Inc.	Totals		Invoices	1		\$148.90
Vendor 189 - Terminix International									
430081512	PD - Pest Control Service	Paid by Check #40673		02/11/2023	03/03/2023	03/03/2023		03/03/2023	69.00
		Vendor	189 - Terminix International	Totals		Invoices	1		\$69.00
Vendor 1626 - The Water Connection, Inc.									
Juan Medina	The water connection backflow tester certification	Paid by Check #40674		02/17/2023	03/03/2023	03/03/2023		03/03/2023	225.00
		Vendor	1626 - The Water Connection, Inc.	Totals		Invoices	1		\$225.00
Vendor 426 - Tioga Solar									
1060290847	Tioga 01/01/2023 - 01/31/2023	Paid by Check #40675		01/31/2023	03/03/2023	03/03/2023		03/03/2023	23,341.77
		Vendor	426 - Tioga Solar	Totals		Invoices	1		\$23,341.77
Vendor 311 - Top Dog Training Center									
1669	PD - K9 Enzo Maintenance Training	Paid by Check #40676		02/22/2023	03/03/2023	03/03/2023		03/03/2023	90.00
		Vendor	311 - Top Dog Training Center	Totals		Invoices	1		\$90.00
Vendor 1633 - Toyota Industries Commercial Finance, Inc.									
4003740411	LITTER VACUUM LEASE PAYMENT	Paid by Check #40677		02/13/2023	03/03/2023	03/03/2023		03/03/2023	950.73
		Vendor	1633 - Toyota Industries Commercial Finance, Inc.	Totals		Invoices	1		\$950.73
Vendor 49 - Tulare County									
IN0204160	640 S Alta - Tulare Superior CC #54-E1	Paid by Check #40678		11/07/2022	03/03/2023	03/03/2023		03/03/2023	305.10
		Vendor	49 - Tulare County	Totals		Invoices	1		\$305.10
Vendor 273 - US Bank									
494140015	February 2023	Paid by Check #40679		02/09/2023	03/03/2023	03/03/2023		03/03/2023	130.96
		Vendor	273 - US Bank	Totals		Invoices	1		\$130.96
Vendor 1682 - USA Shade & Fabric Structures									
83216-3	Shade Structures Park Imp	Paid by Check #40680		02/23/2023	03/03/2023	03/03/2023		03/03/2023	65,963.11
		Vendor	1682 - USA Shade & Fabric Structures	Totals		Invoices	1		\$65,963.11
Vendor 354 - Verizon Wireless									
9927728690	City Manager Office/Council members 01/15/23-02/14/23	Paid by Check #40682		02/14/2023	03/03/2023	03/03/2023		03/03/2023	480.59
9927728686	PW & Council member Reynosa 01/15/23-02/14/23	Paid by Check #40685		02/14/2023	03/03/2023	03/03/2023		03/03/2023	479.49



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9927728689	Administration 01/15/23-02/14/23	Paid by Check #40683		02/14/2023	03/03/2023	03/03/2023		03/03/2023	127.00
9927628222	February 2023	Paid by Check #40684		02/12/2023	03/03/2023	03/03/2023		03/03/2023	336.19
9927728687	FY22/23- Cell phone services - Multiple divisions	Paid by Check #40681		02/14/2023	03/03/2023	03/03/2023	02/24/2023	03/03/2023	1,049.51
			Vendor 354 - Verizon Wireless Totals				Invoices	5	\$2,472.78
Vendor 297 - Vincent Communications, Inc.									
85468	M734 Modem	Paid by Check #40686		01/11/2023	03/03/2023	03/03/2023		03/03/2023	400.00
			Vendor 297 - Vincent Communications, Inc. Totals				Invoices	1	\$400.00
Vendor 14 - W & E Electric									
2301034	Pamela Pond	Paid by Check #40687		01/13/2023	03/03/2023	03/03/2023		03/03/2023	200.00
2301058	Davis & Alta Storm Lift Pump	Paid by Check #40687		01/17/2023	03/03/2023	03/03/2023		03/03/2023	309.89
			Vendor 14 - W & E Electric Totals				Invoices	2	\$509.89
Vendor 962 - Willdan Financial Services									
010-53863	Comprehensive User Fee Study - 111195 January 2023	Paid by Check #40688		02/24/2023	03/03/2023	03/03/2023		03/03/2023	2,640.00
010-53864	Utility Rate Study- Project 111216 JANUARY 2023	Paid by Check #40688		02/24/2023	03/03/2023	03/03/2023		03/03/2023	1,600.00
			Vendor 962 - Willdan Financial Services Totals				Invoices	2	\$4,240.00
Vendor Rosa Herrera									
02/24/2023	Overpayment Run #22-3207	Paid by Check #40689		02/24/2023	03/03/2023	03/03/2023		03/03/2023	70.00
			Vendor Rosa Herrera Totals				Invoices	1	\$70.00
Vendor Selena Lopez									
Refund fees	FY22/23-Refund for Vuich Park 2/25/23 park rental-weather	Paid by Check #40690		02/24/2023	03/03/2023	03/03/2023	02/24/2023	03/03/2023	100.00
			Vendor Selena Lopez Totals				Invoices	1	\$100.00
Vendor Evangelina Navarro									
Refund fees	FY22/23- Youth softball sports refund due to injury - K. Lopez	Paid by Check #40691		02/23/2023	03/03/2023	03/03/2023	02/23/2023	03/03/2023	40.00
			Vendor Evangelina Navarro Totals				Invoices	1	\$40.00
Vendor Gabriel Ramos Estala									
PD02242023	Cite Sign-Off Reimbursement	Paid by Check #40692		02/27/2023	03/03/2023	03/03/2023		03/03/2023	15.00
			Vendor Gabriel Ramos Estala Totals				Invoices	1	\$15.00
			Grand Totals				Invoices	123	\$430,806.69



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Vendor 385 - 4 Creeks, Inc.									
22523-27347	4 Creeks Downtown Dinuba Facade Imp	Paid by Check #40693		02/09/2023	03/10/2023	03/10/2023		03/10/2023	1,050.00
22355-27395	4 Creeks Building Official	Paid by Check #40693		02/14/2023	03/10/2023	03/10/2023		03/10/2023	8,060.00
22490-27393	4 Creeks Euclid Ave Water Main	Paid by Check #40693		02/14/2023	03/10/2023	03/10/2023		03/10/2023	4,863.60
22493-27392	4 Creeks KC Vista Basketball Courts	Paid by Check #40693		02/14/2023	03/10/2023	03/10/2023		03/10/2023	9,492.60
22495-27394	4 Creeks Crawford and Nebraska Ave Intersection Imp	Paid by Check #40693		02/14/2023	03/10/2023	03/10/2023		03/10/2023	11,052.35
22496-27396	4 Creeks 22/23 Street Reconstruction	Paid by Check #40693		02/14/2023	03/10/2023	03/10/2023		03/10/2023	12,245.00
22314-27403	4 Creeks Dinuba Commercial Development	Paid by Check #40693		02/15/2023	03/10/2023	03/10/2023		03/10/2023	6,706.55
22316-27413	4 Creeks Well 21	Paid by Check #40693		02/15/2023	03/10/2023	03/10/2023		03/10/2023	105.00
22318-27409	4 Creeks WWTP Clarifier	Paid by Check #40693		02/15/2023	03/10/2023	03/10/2023		03/10/2023	15,228.19
22320-27412	4 Creeks South College RR Project	Paid by Check #40693		02/15/2023	03/10/2023	03/10/2023		03/10/2023	367.50
22351-27415	4 Creeks Dinuba CIP Projects	Paid by Check #40693		02/15/2023	03/10/2023	03/10/2023		03/10/2023	34,034.86
22352-27410	4 Creeks Subdivision Development	Paid by Check #40693		02/15/2023	03/10/2023	03/10/2023		03/10/2023	6,299.77
22356-27414	4 Creeks Encroachment Permit	Paid by Check #40693		02/15/2023	03/10/2023	03/10/2023		03/10/2023	10,955.41
22357-27402	4 Creeks General Engineering	Paid by Check #40693		02/15/2023	03/10/2023	03/10/2023		03/10/2023	20,327.50
22358-27416	4 Creeks El Monte Sewer Main Replacement	Paid by Check #40693		02/15/2023	03/10/2023	03/10/2023		03/10/2023	5,384.50
22368-27406	4 Creeks Road 74 Street Imp	Paid by Check #40693		02/15/2023	03/10/2023	03/10/2023		03/10/2023	14,957.50
22389-27401	4 Creeks Entertainment Plaza Restrooms	Paid by Check #40693		02/15/2023	03/10/2023	03/10/2023		03/10/2023	3,682.80
22421-27411	4 Creeks Kamm and Alta Roundabout	Paid by Check #40693		02/15/2023	03/10/2023	03/10/2023		03/10/2023	8,147.82
22442-27407	4 Creeks Dinuba Water CIP Projects	Paid by Check #40693		02/15/2023	03/10/2023	03/10/2023		03/10/2023	4,483.75
22443-27408	4 Creeks Sewer CIP Projects Design	Paid by Check #40693		02/15/2023	03/10/2023	03/10/2023		03/10/2023	11,448.75
22489-27405	4 Creeks Dinuba High School Const Oversight	Paid by Check #40693		02/15/2023	03/10/2023	03/10/2023		03/10/2023	13,722.46
22497-27404	4 Creeks El Monte Way Road 56 Roundabout Design	Paid by Check #40693		02/15/2023	03/10/2023	03/10/2023		03/10/2023	22,605.25
20366-27451	4 Creeks Kamm and Alta Roundabout Design	Paid by Check #40693		02/16/2023	03/10/2023	03/10/2023		03/10/2023	3,717.81
Vendor 385 - 4 Creeks, Inc. Totals						Invoices	23		\$228,938.97
Vendor 263 - Advantek Benefit Administrators									
03/03/2023	03/03/2023	Paid by Check #40694		03/03/2023	03/10/2023	03/10/2023		03/10/2023	23,185.62
Vendor 263 - Advantek Benefit Administrators Totals						Invoices	1		\$23,185.62
Vendor 1807 - AM Consulting Engineers, INC									
2022-244	AM Consulting Secondary Clarifier	Paid by Check #40695		10/07/2022	03/10/2023	03/10/2023		03/10/2023	2,860.00



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2022-245	AM Consulting Aeration System	Paid by Check #40695		10/07/2022	03/10/2023	03/10/2023		03/10/2023	7,440.00
2022-267	AM Consulting Report Of Waste Discharge	Paid by Check #40695		10/07/2022	03/10/2023	03/10/2023		03/10/2023	440.00
2022-279	AM Consulting Secondary Clarifier	Paid by Check #40695		11/07/2022	03/10/2023	03/10/2023		03/10/2023	3,080.00
2022-280	AM Consulting Aeration System	Paid by Check #40695		11/07/2022	03/10/2023	03/10/2023		03/10/2023	7,970.00
2022-281	AM Consulting ROWD	Paid by Check #40695		11/07/2022	03/10/2023	03/10/2023		03/10/2023	540.00
2022-342	AM Consulting Secondary Clarifier	Paid by Check #40695		01/12/2023	03/10/2023	03/10/2023		03/10/2023	6,980.00
2022-343	AM Consulting Aeration System	Paid by Check #40695		01/12/2023	03/10/2023	03/10/2023		03/10/2023	13,560.00
2022-344	AM Consulting Annual Water Supply and Demand Assessment	Paid by Check #40695		01/12/2023	03/10/2023	03/10/2023		03/10/2023	3,460.00
Vendor 1807 - AM Consulting Engineers, INC Totals								Invoices 9	\$46,330.00
Vendor 1538 - American River Benefit Administrators									
#8461 2nd Q 23	#8461 2nd Q 2023	Paid by Check #40696		03/01/2023	03/10/2023	03/10/2023		03/10/2023	108.00
Vendor 1538 - American River Benefit Administrators Totals								Invoices 1	\$108.00
Vendor 20 - Ameritas Life Insurance									
03/1/23-03/31/23	010-007745-00000	Paid by Check #40697		02/20/2023	03/10/2023	03/10/2023		03/10/2023	18,404.60
Vendor 20 - Ameritas Life Insurance Totals								Invoices 1	\$18,404.60
Vendor 351 - Anthem Blue Cross									
000272579770	MEDDERS 936A79191 03/01/2023-05/31/2023	Paid by Check #40698		02/07/2023	03/10/2023	03/10/2023		03/10/2023	865.62
000272580438	SANO 097M84206 03/01/2023-05/31/2023	Paid by Check #40699		02/07/2023	03/10/2023	03/10/2023		03/10/2023	932.64
Vendor 351 - Anthem Blue Cross Totals								Invoices 2	\$1,798.26
Vendor 21 - Aramark Uniform Services Inc.									
5031152452	Fy 22/23-Parks-Uniforms for week of 3/1/23	Paid by Check #40700		03/01/2023	03/10/2023	03/10/2023	03/03/2023	03/10/2023	56.17
Vendor 21 - Aramark Uniform Services Inc. Totals								Invoices 1	\$56.17
Vendor 17 - AT&T									
939105474303/23	Telephone 02/02/23-03/01/23	Paid by Check #40702		03/02/2023	03/10/2023	03/10/2023		03/10/2023	70.69
939105446202/23	DSC ATT 01/11/2023-02/10/2023	Paid by Check #40701		02/11/2023	03/10/2023	03/10/2023		03/10/2023	79.75
Vendor 17 - AT&T Totals								Invoices 2	\$150.44
Vendor 289 - AT&T Mobility LLC									
2872932128682/23	1088 E KAMM AVE 01/17/23-02/16/23	Paid by Check #40703		02/16/2023	03/10/2023	03/10/2023		03/10/2023	314.00
Vendor 289 - AT&T Mobility LLC Totals								Invoices 1	\$314.00
Vendor 65 - Banner Pest Control									
209687	PD - Removal of Pigeons - Downtown	Paid by Check #40704		02/10/2023	03/10/2023	03/10/2023		03/10/2023	75.00



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209855	PD - Removal of Pigeons - Downtown	Paid by Check #40704		02/24/2023	03/10/2023	03/10/2023		03/10/2023	75.00
Vendor 65 - Banner Pest Control Totals									Invoices 2
									\$150.00
Vendor 1869 - Bass Mechanics Car Audio									
#Rec0002	Fy 22/23-Add on basketball t-shirts for Lakers/Warriors/Bulls	Paid by Check #40705		02/07/2023	03/10/2023	03/10/2023	02/28/2023	03/10/2023	57.50
Vendor 1869 - Bass Mechanics Car Audio Totals									Invoices 1
									\$57.50
Vendor 1103 - Bauer Compressors, Inc.									
0000303782	Safety Equipment	Paid by Check #40706		02/17/2023	03/10/2023	03/10/2023		03/10/2023	3,191.08
Vendor 1103 - Bauer Compressors, Inc. Totals									Invoices 1
									\$3,191.08
Vendor 376 - BCS Consulting, LLC									
2023103	IT Services Monthly - February 2023	Paid by Check #40707		03/07/2023	03/10/2023	03/10/2023		03/10/2023	6,200.00
Vendor 376 - BCS Consulting, LLC Totals									Invoices 1
									\$6,200.00
Vendor 1 - C&S Laundry Cleaners									
23003-536-A	Fy 22/23-SE-Dry cleaning of white table linens	Paid by Check #40708		01/03/2023	03/10/2023	03/10/2023	03/06/2023	03/10/2023	76.80
23003-537-A	FY 22/23-SE-Dry cleaning of snoopy suit	Paid by Check #40708		01/03/2023	03/10/2023	03/10/2023	03/06/2023	03/10/2023	40.00
23003-559-A	Fy 22/23-SE-Dry cleaning of orange table linens	Paid by Check #40708		01/03/2023	03/10/2023	03/10/2023	03/06/2023	03/10/2023	57.85
Vendor 1 - C&S Laundry Cleaners Totals									Invoices 3
									\$174.65
Vendor 94 - California Public Employees Retirement									
17095563	2023 RBC	Paid by EFT #2348		03/02/2023	03/06/2023	03/06/2023		03/06/2023	241.44
2/12-2/25/23	02/12/23-02/25/23	Paid by EFT #2349		03/02/2023	03/06/2023	03/06/2023		03/06/2023	87,211.96
2023-00000308	31 - 457 - Employee CalPERS \$*	Paid by EFT #2347		03/02/2023	03/06/2023	03/06/2023		03/06/2023	9,224.32
Vendor 94 - California Public Employees Retirement Totals									Invoices 3
									\$96,677.72
Vendor 1620 - Central Valley Forensic Nursing Specialists									
1498	PD - Lab Exam DF2300554	Paid by Check #40709		02/28/2023	03/10/2023	03/10/2023		03/10/2023	1,200.00
Vendor 1620 - Central Valley Forensic Nursing Specialists Totals									Invoices 1
									\$1,200.00
Vendor 8 - City of Dinuba									
PD02282023	PD - Petty Cash Reimbursement	Paid by Check #40710		02/28/2023	03/10/2023	03/10/2023		03/10/2023	364.89
Vendor 8 - City of Dinuba Totals									Invoices 1
									\$364.89
Vendor 1811 - Clark Bros., INC									
8	Clark Bros Wastewater Impro Clarifier	Paid by Check #40711		03/02/2023	03/10/2023	03/10/2023		03/10/2023	47,500.00
Vendor 1811 - Clark Bros., INC Totals									Invoices 1
									\$47,500.00



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Vendor 1728 - ClearWorld LLC									
1207B	Clearworld base - Shipping	Paid by Check #40712		02/20/2023	03/10/2023	03/10/2023		03/10/2023	200.00
Vendor 1728 - ClearWorld LLC Totals							Invoices	1	\$200.00
Vendor 170 - Comcast									
0181138 02/27/23	180 W MERCED ST 03/02/23-04/01/23	Paid by Check #40716		02/27/2023	03/10/2023	03/10/2023		03/10/2023	508.36
0002177 02/27/23	1390 E ELIZABETH WAY 03/01/23-03/31/23	Paid by Check #40715		02/27/2023	03/10/2023	03/10/2023		03/10/2023	95.72
0136611 03/23	PD - 03/01/2023 - 03/31/2023	Paid by Check #40713		02/26/2023	03/10/2023	03/10/2023		03/10/2023	51.79
0191269 02/22/23	Billing Charges 201 N URUAPAN WAY 02/27/23-03/26/23	Paid by Check #40714		02/22/2023	03/10/2023	03/10/2023		03/10/2023	302.51
Vendor 170 - Comcast Totals							Invoices	4	\$958.38
Vendor 1795 - Crawford & Bowen Planning, Inc.									
712 B	Crawford & Bowen Planning - Castlerock	Paid by Check #40717		11/03/2022	03/10/2023	03/10/2023		03/10/2023	2,150.00
Vendor 1795 - Crawford & Bowen Planning, Inc. Totals							Invoices	1	\$2,150.00
Vendor 1035 - De Lage Landen Public Finance									
79098850	Feb/Mar 2023	Paid by EFT #2346		02/25/2023	03/10/2023	03/10/2023		03/10/2023	354.46
Vendor 1035 - De Lage Landen Public Finance Totals							Invoices	1	\$354.46
Vendor 4 - Dinuba Lumber Company									
550987	Maintenance	Paid by Check #40718		02/01/2023	03/10/2023	03/10/2023		03/10/2023	5.93
551370	Maintenance	Paid by Check #40718		02/02/2023	03/10/2023	03/10/2023		03/10/2023	11.71
551425	Maintenance	Paid by Check #40718		02/02/2023	03/10/2023	03/10/2023		03/10/2023	9.17
551561	Maintenance	Paid by Check #40718		02/02/2023	03/10/2023	03/10/2023		03/10/2023	149.64
551715	Maintenance	Paid by Check #40718		02/03/2023	03/10/2023	03/10/2023		03/10/2023	41.98
551754	Maintenance	Paid by Check #40718		02/03/2023	03/10/2023	03/10/2023		03/10/2023	15.60
551755	Maintenance	Paid by Check #40718		02/03/2023	03/10/2023	03/10/2023		03/10/2023	9.17
551764	Maintenance	Paid by Check #40718		02/03/2023	03/10/2023	03/10/2023		03/10/2023	34.17
551767	Maintenance	Paid by Check #40718		02/03/2023	03/10/2023	03/10/2023		03/10/2023	100.53
551859	Maintenance	Paid by Check #40718		02/03/2023	03/10/2023	03/10/2023		03/10/2023	7.80
552680	Maintenance	Paid by Check #40718		02/05/2023	03/10/2023	03/10/2023		03/10/2023	16.49
552857	Maintenance	Paid by Check #40718		02/06/2023	03/10/2023	03/10/2023		03/10/2023	8.29
552880	Maintenance	Paid by Check #40718		02/06/2023	03/10/2023	03/10/2023		03/10/2023	10.14
552954	Maintenance	Paid by Check #40718		02/06/2023	03/10/2023	03/10/2023		03/10/2023	46.56
552995	Maintenance	Paid by Check #40718		02/06/2023	03/10/2023	03/10/2023		03/10/2023	114.22
553214	Maintenance	Paid by Check #40718		02/06/2023	03/10/2023	03/10/2023		03/10/2023	44.31
553389	Maintenance	Paid by Check #40718		02/07/2023	03/10/2023	03/10/2023		03/10/2023	11.60
553449	Maintenance	Paid by Check #40718		02/07/2023	03/10/2023	03/10/2023		03/10/2023	226.21
553943	Maintenance	Paid by Check #40718		02/08/2023	03/10/2023	03/10/2023		03/10/2023	23.83



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554031	Maintenance	Paid by Check #40718		02/08/2023	03/10/2023	03/10/2023		03/10/2023	6.63
554297	Maintenance	Paid by Check #40718		02/09/2023	03/10/2023	03/10/2023		03/10/2023	382.97
554506	Maintenance	Paid by Check #40718		02/09/2023	03/10/2023	03/10/2023		03/10/2023	3.55
554534	Maintenance	Paid by Check #40718		02/09/2023	03/10/2023	03/10/2023		03/10/2023	13.32
554555	Maintenance	Paid by Check #40718		02/09/2023	03/10/2023	03/10/2023		03/10/2023	38.45
554609	Maintenance	Paid by Check #40718		02/09/2023	03/10/2023	03/10/2023		03/10/2023	38.72
554692	Maintenance	Paid by Check #40718		02/10/2023	03/10/2023	03/10/2023		03/10/2023	34.17
555028	Maintenance	Paid by Check #40718		02/10/2023	03/10/2023	03/10/2023		03/10/2023	92.43
556033	Maintenance	Paid by Check #40718		02/13/2023	03/10/2023	03/10/2023		03/10/2023	4.47
556108	Maintenance	Paid by Check #40718		02/13/2023	03/10/2023	03/10/2023		03/10/2023	13.26
556499	Maintenance	Paid by Check #40718		02/14/2023	03/10/2023	03/10/2023		03/10/2023	218.66
556579	Maintenance	Paid by Check #40718		02/14/2023	03/10/2023	03/10/2023		03/10/2023	10.24
556711	Maintenance	Paid by Check #40718		02/14/2023	03/10/2023	03/10/2023		03/10/2023	5.46
556907	Maintenance	Paid by Check #40718		02/15/2023	03/10/2023	03/10/2023		03/10/2023	16.41
556950	Maintenance	Paid by Check #40718		02/15/2023	03/10/2023	03/10/2023		03/10/2023	46.81
556996	Maintenance	Paid by Check #40718		02/15/2023	03/10/2023	03/10/2023		03/10/2023	26.73
557123	Maintenance	Paid by Check #40718		02/15/2023	03/10/2023	03/10/2023		03/10/2023	9.75
557310	Maintenance	Paid by Check #40718		02/16/2023	03/10/2023	03/10/2023		03/10/2023	18.02
557377	Maintenance	Paid by Check #40718		02/16/2023	03/10/2023	03/10/2023		03/10/2023	48.81
557381	Maintenance	Paid by Check #40718		02/16/2023	03/10/2023	03/10/2023		03/10/2023	(48.81)
557426	Maintenance	Paid by Check #40718		02/16/2023	03/10/2023	03/10/2023		03/10/2023	7.00
557553	Maintenance	Paid by Check #40718		02/16/2023	03/10/2023	03/10/2023		03/10/2023	4.11
557817	Maintenance	Paid by Check #40718		02/16/2023	03/10/2023	03/10/2023		03/10/2023	22.45
557862	Maintenance	Paid by Check #40718		02/17/2023	03/10/2023	03/10/2023		03/10/2023	24.75
557889	Maintenance	Paid by Check #40718		02/17/2023	03/10/2023	03/10/2023		03/10/2023	(108.36)
557894	Maintenance	Paid by Check #40718		02/17/2023	03/10/2023	03/10/2023		03/10/2023	81.99
557920	Maintenance	Paid by Check #40718		02/17/2023	03/10/2023	03/10/2023		03/10/2023	9.27
558026	Maintenance	Paid by Check #40718		02/17/2023	03/10/2023	03/10/2023		03/10/2023	18.42
558049	Maintenance	Paid by Check #40718		02/17/2023	03/10/2023	03/10/2023		03/10/2023	(22.45)
558053	Maintenance	Paid by Check #40718		02/17/2023	03/10/2023	03/10/2023		03/10/2023	71.92
558482	Maintenance	Paid by Check #40718		02/18/2023	03/10/2023	03/10/2023		03/10/2023	4.87
558555	Maintenance	Paid by Check #40718		02/18/2023	03/10/2023	03/10/2023		03/10/2023	13.37
558701	Maintenance	Paid by Check #40718		02/18/2023	03/10/2023	03/10/2023		03/10/2023	12.39
559618	Maintenance	Paid by Check #40718		02/21/2023	03/10/2023	03/10/2023		03/10/2023	18.99
559733	Maintenance	Paid by Check #40718		02/21/2023	03/10/2023	03/10/2023		03/10/2023	23.40
560125	Maintenance	Paid by Check #40718		02/22/2023	03/10/2023	03/10/2023		03/10/2023	6.82
560475	Maintenance	Paid by Check #40718		02/22/2023	03/10/2023	03/10/2023		03/10/2023	31.03
560593	Maintenance	Paid by Check #40718		02/23/2023	03/10/2023	03/10/2023		03/10/2023	262.33
560708	Maintenance	Paid by Check #40718		02/23/2023	03/10/2023	03/10/2023		03/10/2023	23.40
560798	Maintenance	Paid by Check #40718		02/23/2023	03/10/2023	03/10/2023		03/10/2023	12.24
561054	Maintenance	Paid by Check #40718		02/24/2023	03/10/2023	03/10/2023		03/10/2023	9.36
561064	Maintenance	Paid by Check #40718		02/24/2023	03/10/2023	03/10/2023		03/10/2023	35.79



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561125	Maintenance	Paid by Check #40718		02/24/2023	03/10/2023	03/10/2023		03/10/2023	70.72
561331	Maintenance	Paid by Check #40718		02/24/2023	03/10/2023	03/10/2023		03/10/2023	35.14
561359	Maintenance	Paid by Check #40718		02/24/2023	03/10/2023	03/10/2023		03/10/2023	238.68
561378	Maintenance	Paid by Check #40718		02/24/2023	03/10/2023	03/10/2023		03/10/2023	42.36
561381	Maintenance	Paid by Check #40718		02/24/2023	03/10/2023	03/10/2023		03/10/2023	176.41
561409	Maintenance	Paid by Check #40718		02/25/2023	03/10/2023	03/10/2023		03/10/2023	55.64
561410	Maintenance	Paid by Check #40718		02/25/2023	03/10/2023	03/10/2023		03/10/2023	55.64
561556	Maintenance	Paid by Check #40718		02/25/2023	03/10/2023	03/10/2023		03/10/2023	25.38
561567	Maintenance	Paid by Check #40718		02/25/2023	03/10/2023	03/10/2023		03/10/2023	(35.14)
562191	Maintenance	Paid by Check #40718		02/27/2023	03/10/2023	03/10/2023		03/10/2023	14.64
562203	Maintenance	Paid by Check #40718		02/27/2023	03/10/2023	03/10/2023		03/10/2023	31.69
562245	Maintenance	Paid by Check #40718		02/27/2023	03/10/2023	03/10/2023		03/10/2023	104.16
562266	Maintenance	Paid by Check #40718		02/27/2023	03/10/2023	03/10/2023		03/10/2023	89.74
562408	Maintenance	Paid by Check #40718		02/27/2023	03/10/2023	03/10/2023		03/10/2023	10.24
562423	Maintenance	Paid by Check #40718		02/27/2023	03/10/2023	03/10/2023		03/10/2023	4.48
562475	Maintenance	Paid by Check #40718		02/27/2023	03/10/2023	03/10/2023		03/10/2023	59.54
562504	Maintenance	Paid by Check #40718		02/27/2023	03/10/2023	03/10/2023		03/10/2023	109.32
562547	Maintenance	Paid by Check #40718		02/27/2023	03/10/2023	03/10/2023		03/10/2023	12.48
562622	Maintenance	Paid by Check #40718		02/28/2023	03/10/2023	03/10/2023		03/10/2023	6.73
562623	Maintenance	Paid by Check #40718		02/28/2023	03/10/2023	03/10/2023		03/10/2023	14.98
562657	Maintenance	Paid by Check #40718		02/28/2023	03/10/2023	03/10/2023		03/10/2023	11.71
562670	Maintenance	Paid by Check #40718		02/28/2023	03/10/2023	03/10/2023		03/10/2023	69.31
562699	Maintenance	Paid by Check #40718		02/28/2023	03/10/2023	03/10/2023		03/10/2023	27.24
562775	Maintenance	Paid by Check #40718		02/28/2023	03/10/2023	03/10/2023		03/10/2023	37.44
562866	Maintenance	Paid by Check #40718		02/28/2023	03/10/2023	03/10/2023		03/10/2023	12.39
562879	Maintenance	Paid by Check #40718		02/28/2023	03/10/2023	03/10/2023		03/10/2023	62.17
562915	Maintenance	Paid by Check #40718		02/28/2023	03/10/2023	03/10/2023		03/10/2023	14.63
553666	Maintenance	Paid by Check #40718		02/07/2032	03/10/2023	03/10/2023		03/10/2023	22.10
Vendor 4 - Dinuba Lumber Company Totals							Invoices	89	\$3,810.31
Vendor 1506 - Enterprise FM Trust									
FBN4694495	PD - 3 Malibus & 2 Durangos Lease	Paid by Check #40719		03/03/2023	03/10/2023	03/10/2023		03/10/2023	2,836.04
FBN4694595	Enterprise February	Paid by Check #40719		03/03/2023	03/10/2023	03/10/2023		03/10/2023	6,848.84
Vendor 1506 - Enterprise FM Trust Totals							Invoices	2	\$9,684.88
Vendor 1588 - Jonathan Gonzalez									
Irons Class	Educational Reimbursement	Paid by Check #40720		02/03/2023	03/10/2023	03/10/2023		03/10/2023	75.00
Vendor 1588 - Jonathan Gonzalez Totals							Invoices	1	\$75.00
Vendor 1849 - Halcyon Behavioral, LLC									
13361	EAP Services for March 2023	Paid by Check #40721		03/01/2023	03/10/2023	03/10/2023		03/10/2023	30.40



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Vendor 1849 - Halcyon Behavioral, LLC Totals									
						Invoices	1		\$30.40
Vendor 139 - Henry Schein Inc.									
34681692	Supplies	Paid by Check #40722		02/20/2023	03/10/2023	03/10/2023		03/10/2023	320.02
34890818	Supplies	Paid by Check #40722		02/24/2023	03/10/2023	03/10/2023		03/10/2023	1,684.06
Vendor 139 - Henry Schein Inc. Totals									
						Invoices	2		\$2,004.08
Vendor 174 - Howard's Pest Control									
111929	Fy 22/23-Sportsplex-Pest control for plex	Paid by Check #40723		03/06/2023	03/10/2023	03/10/2023	03/31/2023	03/10/2023	117.00
111962	Fy 22/23-Parks-Pest control service for KC park	Paid by Check #40723		03/06/2023	03/10/2023	03/10/2023	03/06/2023	03/10/2023	46.00
Vendor 174 - Howard's Pest Control Totals									
						Invoices	2		\$163.00
Vendor 974 - InfoSend, Inc.									
231090	Utility Print and Postage February 2023	Paid by Check #40724		02/28/2023	03/10/2023	03/10/2023		03/10/2023	4,432.47
231776	Insert No 40913 February 2023	Paid by Check #40724		03/06/2023	03/10/2023	03/10/2023		03/10/2023	956.21
231777	Insert No 41326 March 2023	Paid by Check #40724		03/06/2023	03/10/2023	03/10/2023		03/10/2023	952.78
Vendor 974 - InfoSend, Inc. Totals									
						Invoices	3		\$6,341.46
Vendor 1718 - JCL Company, LLC									
021323406	Snap On Tools	Paid by Check #40725		02/13/2023	03/10/2023	03/10/2023		03/10/2023	21.59
Vendor 1718 - JCL Company, LLC Totals									
						Invoices	1		\$21.59
Vendor 5 - Jorgensen & Co.									
6052926	Hydro Testing 22	Paid by Check #40726		02/23/2023	03/10/2023	03/10/2023		03/10/2023	610.00
Vendor 5 - Jorgensen & Co. Totals									
						Invoices	1		\$610.00
Vendor 1831 - Kings Water Alliance									
184	FY 2023 Membership Dues & Admin Fees	Paid by Check #40727		02/27/2023	03/10/2023	03/10/2023		03/10/2023	20,213.00
Vendor 1831 - Kings Water Alliance Totals									
						Invoices	1		\$20,213.00
Vendor 281 - Law and Associates Investigations									
23-048	PD - Background Investigation	Paid by Check #40728		03/06/2023	03/10/2023	03/10/2023		03/10/2023	700.00
Vendor 281 - Law and Associates Investigations Totals									
						Invoices	1		\$700.00
Vendor 53 - League of California Cities									
INV-02148	League CA Cities 2023 Local Street & Road Needs Assessment	Paid by Check #40729		02/15/2023	03/10/2023	03/10/2023		03/10/2023	500.00
Vendor 53 - League of California Cities Totals									
						Invoices	1		\$500.00
Vendor 449 - Les Schwab Tire Centers of Central California									
55100305061	2018 Ford E350	Paid by Check #40730		03/01/2023	03/10/2023	03/10/2023		03/10/2023	536.20
Vendor 449 - Les Schwab Tire Centers of Central California Totals									
						Invoices	1		\$536.20



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Vendor 332 - Lexipol, LLC									
INVLEX14835	2/23 - 1/24	Paid by Check #40731		01/01/2023	03/10/2023	03/10/2023		03/10/2023	7,260.14
		Vendor 332 - Lexipol, LLC Totals				Invoices	1		<u>\$7,260.14</u>
Vendor 801 - LexisNexis Mathew Bender									
35708921	CA PARKERS LABOR CODE 2023 ED	Paid by Check #40732		01/23/2023	03/10/2023	03/10/2023		03/10/2023	230.13
35673834	CA DEER GOVERNMENT 21 VOL 2023	Paid by Check #40732		01/20/2023	03/10/2023	03/10/2023		03/10/2023	928.18
		Vendor 801 - LexisNexis Mathew Bender Totals				Invoices	2		<u>\$1,158.31</u>
Vendor 730 - Marin Consulting Associates									
13965	PD - John Jobe & Marcos Nunez	Paid by Check #40733		11/04/2022	03/10/2023	03/10/2023		03/10/2023	625.00
		Vendor 730 - Marin Consulting Associates Totals				Invoices	1		<u>\$625.00</u>
Vendor 1723 - Matson Alarm Co, Inc.									
3416525	405 E El Monte Way 03/01/23-03/31/23	Paid by Check #40734		03/01/2023	03/10/2023	03/10/2023		03/10/2023	43.00
		Vendor 1723 - Matson Alarm Co, Inc. Totals				Invoices	1		<u>\$43.00</u>
Vendor 1181 - McCormick, Kabot & Lew									
14402	General Matters January 2023	Paid by Check #40735		01/25/2023	03/10/2023	03/10/2023		03/10/2023	7,109.76
14403	RETAINER JANUARY 2023	Paid by Check #40735		01/25/2023	03/10/2023	03/10/2023		03/10/2023	3,300.00
		Vendor 1181 - McCormick, Kabot & Lew Totals				Invoices	2		<u>\$10,409.76</u>
Vendor 1873 - Medallion Supply, Inc									
9130-9007774199	late fee's	Paid by Check #40736		01/25/2023	03/10/2023	03/10/2023		03/10/2023	63.36
		Vendor 1873 - Medallion Supply, Inc Totals				Invoices	1		<u>\$63.36</u>
Vendor 22 - Moore Twining Associates Inc.									
3367421	Moore WWTP In House	Paid by Check #40737		02/27/2023	03/10/2023	03/10/2023		03/10/2023	226.00
3367503	Moore WWTP Industrial	Paid by Check #40737		02/28/2023	03/10/2023	03/10/2023		03/10/2023	88.00
		Vendor 22 - Moore Twining Associates Inc. Totals				Invoices	2		<u>\$314.00</u>
Vendor 884 - Napa Auto Parts									
69224	Vehicles	Paid by Check #40738		02/01/2023	03/10/2023	03/10/2023		03/10/2023	14.64
69366	Vehicles	Paid by Check #40738		02/02/2023	03/10/2023	03/10/2023		03/10/2023	4.32
69475	Vehicles	Paid by Check #40738		02/03/2023	03/10/2023	03/10/2023		03/10/2023	202.18
69523	Vehicles	Paid by Check #40738		02/06/2023	03/10/2023	03/10/2023		03/10/2023	39.15
69650	Vehicles	Paid by Check #40738		02/07/2023	03/10/2023	03/10/2023		03/10/2023	218.18
69669	Vehicles	Paid by Check #40738		02/08/2023	03/10/2023	03/10/2023		03/10/2023	8.51
69677	Vehicles	Paid by Check #40738		02/08/2023	03/10/2023	03/10/2023		03/10/2023	38.13
69680	Vehicles	Paid by Check #40738		02/08/2023	03/10/2023	03/10/2023		03/10/2023	(19.06)
69688	Vehicles	Paid by Check #40738		02/08/2023	03/10/2023	03/10/2023		03/10/2023	15.54



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69725	Vehicles	Paid by Check #40738		02/08/2023	03/10/2023	03/10/2023		03/10/2023	86.64
69738	Vehicles	Paid by Check #40738		02/08/2023	03/10/2023	03/10/2023		03/10/2023	218.42
69795	Vehicles	Paid by Check #40738		02/09/2023	03/10/2023	03/10/2023		03/10/2023	14.85
69864	Vehicles	Paid by Check #40738		02/10/2023	03/10/2023	03/10/2023		03/10/2023	110.66
70004	Vehicles	Paid by Check #40738		02/13/2023	03/10/2023	03/10/2023		03/10/2023	22.50
70006	Vehicles	Paid by Check #40738		02/13/2023	03/10/2023	03/10/2023		03/10/2023	23.83
70255	Vehicles	Paid by Check #40738		02/16/2023	03/10/2023	03/10/2023		03/10/2023	139.14
70565	Vehicles	Paid by Check #40738		02/22/2023	03/10/2023	03/10/2023		03/10/2023	335.55
70650	Vehicles	Paid by Check #40738		02/23/2023	03/10/2023	03/10/2023		03/10/2023	278.11
Vendor 884 - Napa Auto Parts Totals						Invoices	18		\$1,751.29
Vendor 392 - O'Reilly Auto Parts									
3641-106204	Vehicles	Paid by Check #40739		01/31/2023	03/10/2023	03/10/2023		03/10/2023	61.36
3641-106211	Vehicles	Paid by Check #40739		01/31/2023	03/10/2023	03/10/2023		03/10/2023	41.30
3641-106367	Vehicles	Paid by Check #40739		02/01/2023	03/10/2023	03/10/2023		03/10/2023	14.64
3641-106602	Vehicles	Paid by Check #40739		02/02/2023	03/10/2023	03/10/2023		03/10/2023	2.18
3641-106643	Vehicles	Paid by Check #40739		02/02/2023	03/10/2023	03/10/2023		03/10/2023	60.00
3641-106735	Vehicles	Paid by Check #40739		02/03/2023	03/10/2023	03/10/2023		03/10/2023	117.92
3641-106751	Vehicles	Paid by Check #40739		02/03/2023	03/10/2023	03/10/2023		03/10/2023	77.05
3641-106796	Vehicles	Paid by Check #40739		02/03/2023	03/10/2023	03/10/2023		03/10/2023	30.16
3641-106820	Vehicles	Paid by Check #40739		02/03/2023	03/10/2023	03/10/2023		03/10/2023	103.10
3641-106823	Vehicles	Paid by Check #40739		02/03/2023	03/10/2023	03/10/2023		03/10/2023	7.17
3641-107359	Vehicles	Paid by Check #40739		02/06/2023	03/10/2023	03/10/2023		03/10/2023	186.63
3641-107361	Vehicles	Paid by Check #40739		02/06/2023	03/10/2023	03/10/2023		03/10/2023	10.73
3641-107367	Vehicles	Paid by Check #40739		02/06/2023	03/10/2023	03/10/2023		03/10/2023	(22.00)
3641-107409	Vehicles	Paid by Check #40739		02/06/2023	03/10/2023	03/10/2023		03/10/2023	93.30
3641-107963	Vehicles	Paid by Check #40739		02/09/2023	03/10/2023	03/10/2023		03/10/2023	15.11
3641-108174	Vehicles	Paid by Check #40739		02/10/2023	03/10/2023	03/10/2023		03/10/2023	12.99
3641-108223	Vehicles	Paid by Check #40739		02/10/2023	03/10/2023	03/10/2023		03/10/2023	7.80
3641-108760	Vehicles	Paid by Check #40739		02/13/2023	03/10/2023	03/10/2023		03/10/2023	60.00
3641-108967	Vehicles	Paid by Check #40739		02/14/2023	03/10/2023	03/10/2023		03/10/2023	27.23
3641-109163	Vehicles	Paid by Check #40739		02/15/2023	03/10/2023	03/10/2023		03/10/2023	22.92
3641-109171	Vehicles	Paid by Check #40739		02/15/2023	03/10/2023	03/10/2023		03/10/2023	151.92
3641-109275	Vehicles	Paid by Check #40739		02/16/2023	03/10/2023	03/10/2023		03/10/2023	386.37
3641-109305	Vehicles	Paid by Check #40739		02/16/2023	03/10/2023	03/10/2023		03/10/2023	22.96
3641-109391	Vehicles	Paid by Check #40739		02/16/2023	03/10/2023	03/10/2023		03/10/2023	45.50
3641-110343	Vehicles	Paid by Check #40739		02/21/2023	03/10/2023	03/10/2023		03/10/2023	436.31
3641-110350	Vehicles	Paid by Check #40739		02/21/2023	03/10/2023	03/10/2023		03/10/2023	218.15
3641-110355	Vehicles	Paid by Check #40739		02/21/2023	03/10/2023	03/10/2023		03/10/2023	188.41
3641-110484B	Vehicles	Paid by Check #40739		02/21/2023	03/10/2023	03/10/2023		03/10/2023	(22.00)
3641-110485	Vehicles	Paid by Check #40739		02/21/2023	03/10/2023	03/10/2023		03/10/2023	(44.00)
EB32582731	Vehicles	Paid by Check #40739		02/21/2023	03/10/2023	03/10/2023		03/10/2023	(26.05)



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3641-110782	Vehicles	Paid by Check #40739		02/23/2023	03/10/2023	03/10/2023		03/10/2023	18.43
3641-110232	Supplies	Paid by Check #40739		02/20/2023	03/10/2023	03/10/2023		03/10/2023	42.25
Vendor 392 - O'Reilly Auto Parts Totals									
Invoices 32									\$2,347.84
Vendor 142 - Office Depot BSD									
295121605001	Fy 22/23-Dept Office supplies	Paid by Check #40740		02/23/2023	03/10/2023	03/10/2023	03/03/2023	03/10/2023	632.92
293209910001	PD - Supplies	Paid by Check #40740		02/23/2023	03/10/2023	03/10/2023		03/10/2023	700.74
Vendor 142 - Office Depot BSD Totals									
Invoices 2									\$1,333.66
Vendor 76 - Pacific Gas & Electric									
9001498229303/23	405 E El Monte Way 01/27/23-02/27/23	Paid by Check #40776		03/01/2023	03/10/2023	03/10/2023		03/10/2023	730.77
9825087728303/23	595 W NEBRASKA AVE 01/30/23-02/28/23	Paid by Check #40777		03/01/2023	03/10/2023	03/10/2023		03/10/2023	7.26
5022214690902/23	L & L PARKSIDE VILLAGE PHASE I 01/21/23-02/21/23	Paid by Check #40742		02/21/2023	03/10/2023	03/10/2023		03/10/2023	229.49
5438816975402/23	L & L NEWTON & NORTHRIDGE 01/25/23-02/23/23	Paid by Check #40743		02/24/2023	03/10/2023	03/10/2023		03/10/2023	11.65
1594680195602/23	Parks 855 E EL MONTE WAY 01/26/23-02/26/23	Paid by Check #40741		02/27/2023	03/10/2023	03/10/2023		03/10/2023	317.79
6220088828702/23	Parks EL MONTE & MC KINLEY 01/26/23-02/26/23	Paid by Check #40745		02/27/2023	03/10/2023	03/10/2023		03/10/2023	138.32
6782667017502/23	L & L ALICE & W NORTH WAY 01/26/23-02/26/23	Paid by Check #40744		02/27/2023	03/10/2023	03/10/2023		03/10/2023	112.86
8116588543502/23	L & L 1920 E LAUREN AVE 01/26/23-02/26/23	Paid by Check #40746		02/27/2023	03/10/2023	03/10/2023		03/10/2023	22.85
5751498437602/23	Parks 139 N K ST 01/30/23-02/28/23	Paid by Check #40760		03/02/2023	03/10/2023	03/10/2023		03/10/2023	8.14
0915078178002/23	PW 01/14/23-02/14/23	Paid by Check #40750		02/14/2023	03/10/2023	03/10/2023		03/10/2023	1,413.12
7232679737902/23	PW 01/14/23-02/14/23	Paid by Check #40755		02/14/2023	03/10/2023	03/10/2023		03/10/2023	15,279.53
8866956432502/23	NW SE SW 18 16 24 01/18/23-02/15/23	Paid by Check #40758		02/16/2023	03/10/2023	03/10/2023		03/10/2023	28.36
5949665550302/23	6675 AVE 412 01/18/23-02/15/23	Paid by Check #40753		02/17/2023	03/10/2023	03/10/2023		03/10/2023	13.14
6744215678102/23	6675 AVE 412 01/18/23-02/15/23	Paid by Check #40754		02/17/2023	03/10/2023	03/10/2023		03/10/2023	4,081.48
0375636985002/23	N/E RD 76 & AVE 416 01/25/23-02/23/23	Paid by Check #40747		02/24/2023	03/10/2023	03/10/2023		03/10/2023	90.45
3120184832702/23	7387 W SIERRA WAY AVE 01/24/23-02/22/23	Paid by Check #40751		02/24/2023	03/10/2023	03/10/2023		03/10/2023	13,874.63
8218800681902/23	2099 W SIERRA WAY B 01/24/23-02/22/23	Paid by Check #40756		02/24/2023	03/10/2023	03/10/2023		03/10/2023	1,695.28
0418167531702/23	RD 72 & W SIERRA WAY 01/26/23-02/26/23	Paid by Check #40748		02/27/2023	03/10/2023	03/10/2023		03/10/2023	470.58
0584832101302/23	NE CRAWFORD & GERALD 01/26/23-02/26/23	Paid by Check #40749		02/27/2023	03/10/2023	03/10/2023		03/10/2023	72.17
4592247189602/23	111 N HAYES AVE 01/26/23-02/26/23	Paid by Check #40752		02/27/2023	03/10/2023	03/10/2023		03/10/2023	10.27



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8376497226702/23	S/E COR NEWTON & DAVIS 01/26/23-02/26/23	Paid by Check #40757		02/27/2023	03/10/2023	03/10/2023		03/10/2023	163.08
8968787345802/23	651 W SAGINAW AVE 01/26/23- 02/26/23	Paid by Check #40759		02/27/2023	03/10/2023	03/10/2023		03/10/2023	163.05
4751971656802/23	HAYES & EDWARDS 01/27/23- 02/27/23	Paid by Check #40767		02/28/2023	03/10/2023	03/10/2023		03/10/2023	6.65
4772157652902/23	ALTA & EL MONTE WAY 01/27/23 -02/27/23	Paid by Check #40768		02/28/2023	03/10/2023	03/10/2023		03/10/2023	176.79
5355488862702/23	912 N ALTA @SAGINAW & ALTA 01/27/23-02/27/23	Paid by Check #40770		02/28/2023	03/10/2023	03/10/2023		03/10/2023	71.80
5657667089902/23	NW COR ALICE & W EL MONTE WAY 01/27/23-02/27/23	Paid by Check #40771		02/28/2023	03/10/2023	03/10/2023		03/10/2023	92.23
6657667025202/23	NW COR ALTA & RD 80 01/27/23- 02/27/23	Paid by Check #40772		02/28/2023	03/10/2023	03/10/2023		03/10/2023	72.85
8647150103002/23	ON E EL MONTE WAY & PERRY 01/27/23-02/27/23	Paid by Check #40774		02/28/2023	03/10/2023	03/10/2023		03/10/2023	68.92
1686600158503/23	2255 W EL MONTE WAY 01/28/23 -02/28/23	Paid by Check #40763		03/01/2023	03/10/2023	03/10/2023		03/10/2023	67.87
2125236871303/23	1215 W EL MONTE WAY 01/30/23 -02/28/23	Paid by Check #40764		03/01/2023	03/10/2023	03/10/2023		03/10/2023	79.95
2459149581703/23	SW SW 7-16-24 01/27/23- 02/27/23	Paid by Check #40765		03/01/2023	03/10/2023	03/10/2023		03/10/2023	58.06
3354641796603/23	KAMM & O ST 01/30/23-02/28/23	Paid by Check #40766		03/01/2023	03/10/2023	03/10/2023		03/10/2023	80.92
5064695483903/23	CRAWFORD & EL MONTE SW 01/28/23-02/28/23	Paid by Check #40769		03/01/2023	03/10/2023	03/10/2023		03/10/2023	114.48
8981923387803/23	150 W SAGINAW AVE 01/28/23- 02/28/23	Paid by Check #40775		03/01/2023	03/10/2023	03/10/2023		03/10/2023	67.09
0571296382503/23	PW 01/31/23-03/01/23	Paid by Check #40761		03/02/2023	03/10/2023	03/10/2023		03/10/2023	115.62
1416294094503/23	389 W EL MONTE WAY 01/31/23- 03/01/23	Paid by Check #40762		03/02/2023	03/10/2023	03/10/2023		03/10/2023	63.57
7149346409403/23	EUCLID S/LINDARA WELL #18 01/30/23-02/28/23	Paid by Check #40773		03/02/2023	03/10/2023	03/10/2023		03/10/2023	998.31
			Vendor	76 - Pacific Gas & Electric Totals			Invoices	37	\$41,069.38
Vendor	1601 - PacWest Direct								
23-314	Pac West Orbits Solar Lights Install	Paid by Check #40778		02/27/2023	03/10/2023	03/10/2023		03/10/2023	19,864.57
			Vendor	1601 - PacWest Direct Totals			Invoices	1	\$19,864.57
Vendor	7 - Pena's Disposal Services								
722593	Shredding	Paid by Check #40779		03/01/2023	03/10/2023	03/10/2023		03/10/2023	110.00
722323	Fy 22/23-Parks-Dispoal service for Vuich Park	Paid by Check #40779		03/01/2023	03/10/2023	03/10/2023	03/03/2023	03/10/2023	713.42
			Vendor	7 - Pena's Disposal Services Totals			Invoices	2	\$823.42
Vendor	1411 - Placer Title Company								



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P545434-01	Placer Title APN 030-260-043 and 046 Kamm and Alta ROW	Paid by Check #40780		03/01/2023	03/10/2023	03/10/2023		03/10/2023	111.00
P545426	Placer Title 017-020-059 Davidian	Paid by Check #40781		03/06/2023	03/10/2023	03/10/2023		03/10/2023	288,546.00
Vendor 1411 - Placer Title Company Totals								Invoices 2	\$288,657.00
Vendor 939 - Rain for Rent									
1844267	Equipment rental	Paid by Check #40782		02/27/2023	03/10/2023	03/10/2023		03/10/2023	5,787.82
1846169	Equipment rental	Paid by Check #40782		03/01/2023	03/10/2023	03/10/2023		03/10/2023	5,038.32
Vendor 939 - Rain for Rent Totals								Invoices 2	\$10,826.14
Vendor 350 - Ridge Creek DInuba Golf Club									
03/02/2023	Deductible reimbursement	Paid by Check #40783		03/02/2023	03/10/2023	03/10/2023		03/10/2023	5,000.00
Vendor 350 - Ridge Creek DInuba Golf Club Totals								Invoices 1	\$5,000.00
Vendor 1677 - Rodeo Wild West									
053751	Fy 22/23-Parks-Work Boots for Ricardo for FY 2023	Paid by Check #40784		03/01/2023	03/10/2023	03/10/2023	03/01/2023	03/10/2023	200.00
Vendor 1677 - Rodeo Wild West Totals								Invoices 1	\$200.00
Vendor 61 - Silvas Oil Company Inc.									
183047CT	February 2023	Paid by Check #40785		02/28/2023	03/10/2023	03/10/2023		03/10/2023	848.47
Vendor 61 - Silvas Oil Company Inc. Totals								Invoices 1	\$848.47
Vendor 141 - Sirchie Finger Print Labs									
0581004-IN	PD - Supplies	Paid by Check #40786		03/02/2023	03/10/2023	03/10/2023		03/10/2023	244.46
Vendor 141 - Sirchie Finger Print Labs Totals								Invoices 1	\$244.46
Vendor 431 - Sparkletts									
9406519 030123	Fy 22/23-Dept bottled wa/delivery service	Paid by Check #40787		03/01/2023	03/10/2023	03/10/2023	03/03/2023	03/10/2023	119.88
5080520 030223	PD - Water Coolers Service	Paid by Check #40787		03/02/2023	03/10/2023	03/10/2023		03/10/2023	152.80
Vendor 431 - Sparkletts Totals								Invoices 2	\$272.68
Vendor 247 - State Center Community College District									
17202393	PD - 42160/FTO Update - Ubaldo DeHaro 02/13/2023 - 02/15/2023	Paid by Check #40788		03/02/2023	03/10/2023	03/10/2023		03/10/2023	61.00
Vendor 247 - State Center Community College District Totals								Invoices 1	\$61.00
Vendor 1073 - Stryker Sales Coporation									
4058234M	Supplies	Paid by Check #40789		02/17/2023	03/10/2023	03/10/2023		03/10/2023	878.40
Vendor 1073 - Stryker Sales Coporation Totals								Invoices 1	\$878.40
Vendor 1447 - Monte Sylvester									
03/06/2023	Anthem Reimb 03/01/23-03/31/20233	Paid by Check #40790		03/06/2023	03/10/2023	03/10/2023		03/10/2023	331.93



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			Vendor 1447 - Monte Sylvester Totals				Invoices	1	\$331.93
Vendor 329 - Townsend Public Affairs									
19611	CONSULTING FEBRUARY 2023	Paid by Check #40791		03/01/2023	03/10/2023	03/10/2023		03/10/2023	5,000.00
			Vendor 329 - Townsend Public Affairs Totals				Invoices	1	\$5,000.00
Vendor 307 - Tulare County Consolidated Ambulance Dispatch, Inc									
23-03-07	March 2023	Paid by Check #40792		03/07/2023	03/10/2023	03/10/2023		03/10/2023	6,414.84
			Vendor 307 - Tulare County Consolidated Ambulance Dispatch, Inc Totals				Invoices	1	\$6,414.84
Vendor 296 - Tulare Kings Veterinary Emergency									
191871	PD - Vet Fees / K9 Enzo	Paid by Check #40793		03/04/2023	03/10/2023	03/10/2023		03/10/2023	938.68
			Vendor 296 - Tulare Kings Veterinary Emergency Totals				Invoices	1	\$938.68
Vendor 273 - US Bank									
495205403	Copier Lease 02/20/2023 - 03/20/2023	Paid by Check #40794		02/24/2023	03/10/2023	03/10/2023		03/10/2023	2,488.11
495205296	ACCT# 530029 - PW COPIER CHARGES	Paid by Check #40795		02/24/2023	03/10/2023	03/10/2023		03/10/2023	806.46
			Vendor 273 - US Bank Totals				Invoices	2	\$3,294.57
Vendor 154 - USA Bluebook									
262811	USA Blue Book Supplies	Paid by Check #40796		02/08/2023	03/10/2023	03/10/2023		03/10/2023	(73.56)
263730	USA Blue Book Supplies	Paid by Check #40796		02/09/2023	03/10/2023	03/10/2023		03/10/2023	146.43
265524	USA Blue Book Supplies	Paid by Check #40796		02/10/2023	03/10/2023	03/10/2023		03/10/2023	(136.29)
277781	USA Blue Book Supplies	Paid by Check #40796		02/22/2023	03/10/2023	03/10/2023		03/10/2023	(73.22)
284959	USA Blue Book Supplies	Paid by Check #40796		03/01/2023	03/10/2023	03/10/2023		03/10/2023	361.47
284964	USA Blue Book Supplies	Paid by Check #40796		03/01/2023	03/10/2023	03/10/2023		03/10/2023	684.09
			Vendor 154 - USA Bluebook Totals				Invoices	6	\$908.92
Vendor 359 - Valero Marketing & Supply Company									
87793953	Valero Fuel	Paid by EFT #2345		03/06/2023	03/10/2023	03/10/2023		03/10/2023	7,735.59
			Vendor 359 - Valero Marketing & Supply Company Totals				Invoices	1	\$7,735.59
Vendor 201 - Valley Farm Services, Inc.									
26618	Pamela Ponding Basin	Paid by Check #40797		02/20/2023	03/10/2023	03/10/2023		03/10/2023	1,050.00
			Vendor 201 - Valley Farm Services, Inc. Totals				Invoices	1	\$1,050.00
Vendor 129 - Valley Industrial & Family Medical Group									
481318	Barbosa DOT	Paid by Check #40798		02/15/2023	03/10/2023	03/10/2023		03/10/2023	115.00
			Vendor 129 - Valley Industrial & Family Medical Group Totals				Invoices	1	\$115.00
Vendor 1434 - Vast Networks									
42554	03/01/2023-03/31/2023 internet	Paid by Check #40799		03/01/2023	03/10/2023	03/10/2023		03/10/2023	5,231.30
			Vendor 1434 - Vast Networks Totals				Invoices	1	\$5,231.30



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Vendor 354 - Verizon Wireless									
9927728688	March 2023	Paid by Check #40800		02/14/2023	03/10/2023	03/10/2023		03/10/2023	403.54
		Vendor 354 - Verizon Wireless Totals				Invoices	1		\$403.54
Vendor 297 - Vincent Communications, Inc.									
85717	Repairs	Paid by Check #40801		02/28/2023	03/10/2023	03/10/2023		03/10/2023	227.83
		Vendor 297 - Vincent Communications, Inc. Totals				Invoices	1		\$227.83
Vendor 27 - The Visalia Times Delta									
0005309739	FF/EMT Recruitment	Paid by Check #40802		01/31/2023	03/10/2023	03/10/2023		03/10/2023	694.17
		Vendor 27 - The Visalia Times Delta Totals				Invoices	1		\$694.17
Vendor 14 - W & E Electric									
2302011	Well #14 Check short on pump/found pump bad.	Paid by Check #40803		02/06/2023	03/10/2023	03/10/2023		03/10/2023	100.00
2302012	Well #14 Change out wireless comm controller damaged by homeless	Paid by Check #40803		02/06/2023	03/10/2023	03/10/2023		03/10/2023	100.00
		Vendor 14 - W & E Electric Totals				Invoices	2		\$200.00
Vendor 962 - Willdan Financial Services									
337341	PLAN CHECK THROUGH 1/27/2023	Paid by Check #40804		02/15/2023	03/10/2023	03/10/2023		03/10/2023	550.00
		Vendor 962 - Willdan Financial Services Totals				Invoices	1		\$550.00
Vendor 618 - Ryan Wilson									
App in Fire Svc	Educational Reimbursement	Paid by Check #40805		11/18/2022	03/10/2023	03/10/2023		03/10/2023	613.00
		Vendor 618 - Ryan Wilson Totals				Invoices	1		\$613.00
Vendor 1382 - XiO, Inc.									
20123567	XIO Monthly monitoring	Paid by Check #40806		03/01/2023	03/10/2023	03/10/2023		03/10/2023	476.00
20123514	XIO Monthly monitoring	Paid by Check #40806		03/15/2023	03/10/2023	03/10/2023		03/10/2023	2,967.00
		Vendor 1382 - XiO, Inc. Totals				Invoices	2		\$3,443.00
Vendor 1313 - Yopez Plumbing									
08360	Drain unclogged in both restroom Rose Ann Vuich Park	Paid by Check #40807		02/23/2023	03/10/2023	03/10/2023		03/10/2023	250.00
		Vendor 1313 - Yopez Plumbing Totals				Invoices	1		\$250.00
Vendor 209 - Zweigle Septic Service									
38200	Fy 22/23-Parks-Portable potty rentals/clngs for Ent. Plaza	Paid by Check #40808		02/28/2023	03/10/2023	03/10/2023	02/28/2023	03/10/2023	380.00
		Vendor 209 - Zweigle Septic Service Totals				Invoices	1		\$380.00
Vendor Aurora Castillo									



Accounts Payable Invoice Report

Payment Date Range 03/04/23 - 03/10/23
 Report By Vendor - Invoice
 Summary Listing

Invoice Number	Invoice Description	Status	Held Reason	Invoice Date	Due Date	G/L Date	Received Date	Payment Date	Invoice Net Amount
Refund fees	FY 22/23-Refund for N. Castillo, not eligible to play	Paid by Check #40809		03/03/2023	03/10/2023	03/10/2023		03/10/2023	42.00
			Vendor Aurora Castillo Totals			Invoices	1		\$42.00
Vendor JORGE RESENDES 2023-59	Miscellaneous - REFUND OF PERMIT FEES	Paid by Check #40810		03/07/2023	03/10/2023	03/10/2023		03/10/2023	54.00
			Vendor JORGE RESENDES Totals			Invoices	1		\$54.00
			Grand Totals			Invoices	311		\$955,084.91



City Council Staff Report

Department: FINANCE SERVICES

March 14, 2023

To: Mayor and City Council

From: Karina Solis, Administrative Services Director

Subject: Overview of Citywide User Fee Update and Council Discussion (KS)

RECOMMENDATION

Council to receive, review and provide feedback for the Citywide User Fee Update.

EXECUTIVE SUMMARY

The City of Dinuba engaged Willdan Financial Services (Willdan) to determine the full costs incurred by the City to support the various activities for which the City charges user fees. Due to the complexity and the breadth of performing a comprehensive review of fees, Willdan employed a variety of fee methodologies to identify the full costs of individual fee and program activities. The report and the appendices in the report identify 100% full cost recovery for City services and the recommended level of recovery as determined through discussion with departmental staff.

The reality of the local government fee environment is that significant increases to achieve 100% cost recovery can often not be feasible, desirable, or appropriate depending on policy direction - particularly in a single year. The recommended fees identified on the study are either at or less than full cost recovery. The User Fee Study is enclosed hereto as Attachment 'A'.

OUTSTANDING ISSUES

None.

DISCUSSION

On June 23, 1992, the City Council adopted Ordinance No. 92-10 establishing a fee and service charge revenue/cost system or User Fee Program (UFP). The UFP established fees or charges intended to recover the full costs reasonably borne by the City for providing a specific services. Although the fees adopted at that time have been adjusted annually based on the Consumer Price Index, the methodology for the current fees has not been updated in over 30 years with the exception of the user fees for Public Works, Building, Engineering and Planning services which were updated in November 2015.

As processes and staffing levels change, the cost recovery method is altered, therefore, the fees that were previously adopted in November 2015 for the Public Works, Building, Engineering and Planning services are being re-evaluated once again along with the fees from the remaining city departments which are comprised of Parks and Community Services, Fire and Police.

The basic concept of a User Fee Study is to determine the “reasonable cost” of each service provided by the City for which it charges a user fee. The full cost of providing a service may not necessarily become the City’s fee, but it serves as the objective basis as to the maximum amount that may be collected.

The total cost of each service included in this analysis is primarily based on the Fully Burdened Hourly Rates (FBHRs) that were determined for City personnel directly involved in providing services. The cost elements that are included in the calculation of fully burdened rates are:

- Salaries & benefits of personnel involved
- Operating costs applicable to fee operations
- Departmental support, supervision, and administration overhead
- Indirect City-wide overhead costs calculated through the Cost Allocation Plan

The FBHRs are then used in conjunction with time estimates, when appropriate, to calculate a fee’s cost based on the personnel and the amount of their time that is involved in providing each service.

The two methods of analysis for calculating fees used in this report are the:

Case Study Method (Standard Unit Cost Build-Up Approach): This approach estimates the actual labor and material costs associated with providing a unit of service to a single user.

Programmatic Approach: In some instances, the underlying data is not available or varies widely, leaving a standard unit cost build-up approach impractical. In addition, market factors and policy concerns (as opposed to actual costs) tend to influence fee levels more than other types of services. Willdan, with feedback from City staff, employed a different methodology where appropriate to fit the programs’ needs and goals. Typical programmatic approach cases are facility use fees, penalties, and instances where a program cost is divided over the user base to obtain a per applicant cost for shared cost services.

The attached study outlines how these two methods are utilized in the preparation of the User Fees. Substantial input was provided by all city departments in preparation of the fees which is now being presented for council consideration. A public hearing will be held April 11, 2023 to adopt the User Fees. If approved, the fees will be reviewed annually and increased as allowed by the Consumer Price Index (CPI).

FISCAL IMPACT

As presented in this item, the City will be reimbursed for more of its cost in providing municipal services; however, the ultimate fiscal impact will be determined by the cost recovery method that is authorized by council at the April 11, 2023 public hearing.

PUBLIC HEARING

A public hearing will be held on April 11, 2023 at the regularly scheduled City Council Meeting to adopt the user fees outlined in the study.

ATTACHMENTS:

A. City of Dinuba User Fee Study

City of Dinuba

User Fee Study



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Executive Summary

The City of Dinuba engaged Willdan Financial Services (Willdan) to determine the full costs incurred by the City to support the various activities for which the City charges user fees. Due to the complexity and the breadth of performing a comprehensive review of fees, Willdan employed a variety of fee methodologies to identify the full costs of individual fee and program activities. This report and the appendices herein identifies 100% full cost recovery for City services and the recommended level of recovery as determined through discussion with departmental staff.

The reality of the local government fee environment is that significant increases to achieve 100% cost recovery can often not be feasible, desirable, or appropriate depending on policy direction —particularly in a single year. The recommended fees identified herein are either at or less than full cost recovery.

User Fee Background

Background

As part of a general cost recovery strategy, local governments adopt user fees to fund programs and services that provide limited or no direct benefit to the community as a whole. As cities struggle to maintain levels of service and variability of demand, they have become increasingly aware of subsidies provided by the General Fund and have implemented cost-recovery targets. To the extent that governments use general tax monies to provide individuals with private benefits, and not require them to pay the full cost of the service (and, therefore, receive a subsidy), the government is limiting funds that may be available to provide other community-wide benefits. In effect, the government is using community funds to pay for private benefit. Unlike most revenue sources, cities have more control over the level of user fees they charge to recover costs, or the subsidies they can institute.

Fees in California are required to conform to the statutory requirements of the California Constitution, Proposition 218, and the California Code of Regulations. The Code also requires that the City Council adopt fees by either ordinance or resolution, and that any fees in excess of the estimated total cost of rendering the related services must be approved by a popular vote of two-thirds of those electors voting because the charge would be considered a tax and not a fee.

California User Fee History

Before Proposition 13, California cities were less concerned with potential subsidies and recovering the cost of their services from individual fee payers. In times of fiscal shortages, cities simply raised property taxes, which funded everything from police and recreation to development-related services. However, this situation changed with the passage of Proposition 13 in 1978.

Proposition 13 established the era of revenue limitation in California local government. In subsequent years, the state saw a series of additional limitations to local government revenues. Proposition 4 (1979) defined the difference between a tax and a fee: a fee can be no greater than the cost of providing the service; and Proposition 218 (1996) further limited the imposition of taxes for certain classes of fees. As a result, cities were required to secure a supermajority vote in order to enact or increase taxes. Since the public continues to resist efforts to raise local government taxes, cities have little control and very few successful options for new revenues. Compounding this limitation, the State of California took a series of actions in the 1990's and 2000's to improve the State's fiscal situation—at the expense of local governments. As an example, in 2004-05, the Educational Revenue Augmentation Funds (“ERAF”) take-away of property taxes and the reduction of Vehicle License Fees have severely reduced local tax revenues.

In addition, on November 2, 2010, California voters approved Proposition 26, the “Stop Hidden Taxes Initiative”, which is aimed at defining “regulatory fees” as a special tax rather than a fee, thus requiring approval by two-thirds vote of local voters. These regulatory fees are typically intended to mitigate the societal and environmental impacts of a business or person's activities. Proposition 26 contains seven categories of exceptions. The fees analyzed as part of this study fell under categories one through five consisting of charges for specific benefits, government service, regulatory need, for use of government property, or a fine/penalty.

Additional Policy Considerations

The recent trend for municipalities is to update their fee schedules to reflect the actual costs of certain public services primarily benefitting users. User Fees recover costs associated with the provision of specific services benefiting the user, thereby reducing the use of General Fund monies for such purposes.

In addition to collecting the direct cost of labor and materials associated with processing and administering user services, it is common for local governments to recover support costs. Support costs are those costs relating to a local government's central service departments that are properly allocable to the local government's operating departments. Central services support cost allocations were incorporated using the resulting indirect overhead percentages determined through the Cost Allocation Plan. This plan was developed prior to the User Fee study to determine the burden placed upon central services by the operating departments in order to allocate a proportionate share of central service cost.

As labor effort and costs associated with the provision of services fluctuate over time, a significant element in the development of any fee schedule is that it has the flexibility to remain current. Therefore, it is recommended that the City include an inflationary factor in the resolution adopting the fee schedule to allow the City Council, by resolution, to annually increase or decrease the fees.

The City may employ many different inflationary factors. The most commonly used inflator is some form of the Consumer Price Index (CPI) as it is widely well known and accepted. A similar inflator is the implicit price deflator for GDP, which is much like the CPI except that while the CPI is based on the same "basket" of goods and services every year, the price deflators' "basket" can change year to year. Since the primary factor for the cost of a City's services is usually the costs of the personnel involved, tying an inflationary factor that connects more directly to the personnel costs can be suitable if there is a clear method, or current practice of obtaining said factor.

Each City should use an inflator that they believe works the best for their specific situation and needs. It is also recommended that the City perform this internal review annually with a comprehensive review of services and fees performed every three to five years, which would include adding or removing fees for any new or eliminated programs/services.

Study Objective

As the City of Dinuba seeks to efficiently manage limited resources and adequately respond to increased service demands, it needs a variety of tools. These tools provide assurance that the City has the best information and the best resources available to make sound decisions, fairly and legitimately set fees, maintain compliance with state law and local policies, and meet the needs of the City administration and its constituency. Given the limitations on raising revenue in local government, the City recognizes that a User Fee Study is a very cost-effective way to understand the total cost of services and identify potential fee deficiencies. Essentially, a User Fee is a payment for a requested service provided by a local government that primarily benefits an individual or group.

The total cost of each service included in this analysis is based on the full cost of providing City services, including direct salaries and benefits of City staff, direct departmental costs, and indirect costs from central service support. This study determines the full cost recovery fee for the City to provide each service; however, each fee is set at the City's discretion, up to 100% of the total cost, as specified in this report.

The principal goal of the study was to help the City determine the full cost of the services that the City provides. In addition, Willdan established a series of additional objectives including:

- Developing a rational basis for setting fees
- Identifying subsidy amount, if applicable, of each fee in the model
- Ensuring compliance with State law
- Developing an updatable and comprehensive list of fees
- Maintaining accordance with City policies and goals

The study results will help the City better understand its true costs of providing services and may serve as a basis for making informed policy decisions regarding the most appropriate fees, if any, to collect from individuals and organizations that require individualized services from the City.

Scope of the Study

The scope of this study encompasses a review and calculation of the user fees charged by the following Dinuba departments and fee groups:

- | | |
|--------------------------|----------------------|
| • Engineering & Planning | • Police |
| • Building | • Fire |
| • Community Services | • Ambulance Services |
| • Public Works | |

The study involved the identification of existing and potential new fees, fee schedule restructuring, data collection and analysis, orientation and consultation, quality control, communication and presentations, and calculation of individual service costs (fees) or program cost recovery levels.

Aim of the Report

The User Fee Study focused on the cost of City services, as City staff currently provides them at existing, known, or reasonably anticipated service and staff levels. This report provides a summary of the study results, and a general description of the approach and methods Willdan and City staff used to determine the recommended fee schedule. The report is not intended to document all of the numerous discussions throughout the process, nor is it intended to provide influential dissertation on the qualities of the utilized tools, techniques, or other approaches.

Project Approach and Methodology

Conceptual Approach

The basic concept of a User Fee Study is to determine the “reasonable cost” of each service provided by the City for which it charges a user fee. The full cost of providing a service may not necessarily become the City’s fee, but it serves as the objective basis as to the maximum amount that may be collected.

The standard fee limitation established in California law for property-related (non-discretionary) fees is the “estimated, reasonable cost” principle. In order to maintain compliance with the letter and spirit of this standard, every component of the fee study process included a related review. The use of budget figures, time estimates, and improvement valuation clearly indicates reliance upon estimates for some data.

Fully Burdened Hourly Rates

The total cost of each service included in this analysis is primarily based on the Fully Burdened Hourly Rates (FBHRs) that were determined for City personnel directly involved in providing services. The FBHRs include not only personnel salary and benefits, but also any costs that are reasonably ascribable to personnel. The cost elements that are included in the calculation of fully burdened rates are:

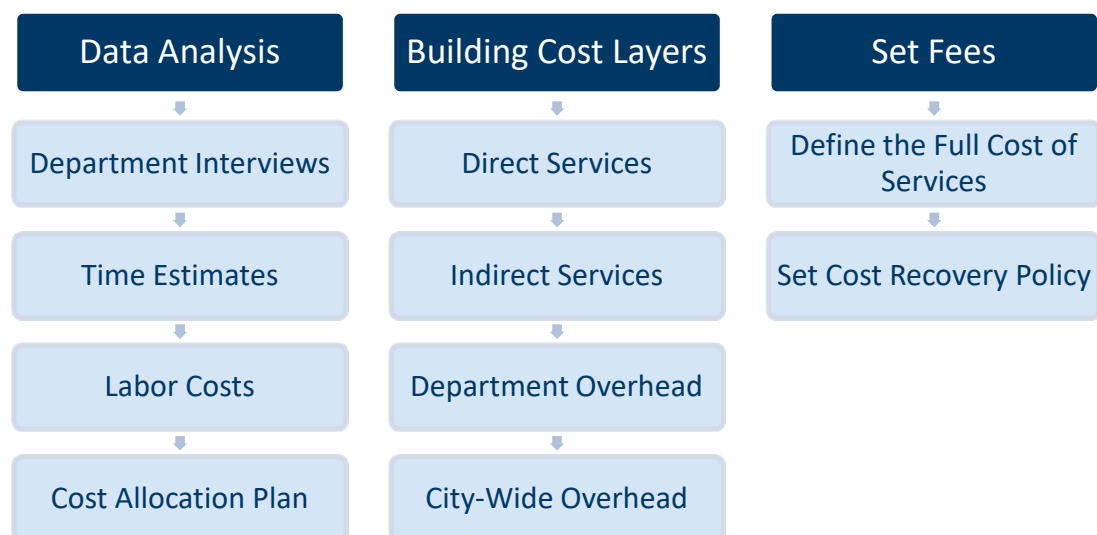
- Salaries & benefits of personnel involved
- Operating costs applicable to fee operations
- Departmental support, supervision, and administration overhead
- Indirect City-wide overhead costs calculated through the Cost Allocation Plan

An important factor in determining the fully burdened rate is in the calculation of productive hours for personnel. This calculation takes the available workable hours in a year of 2,080 and adjusts this figure to account for calculated or anticipated hours’ employees are involved in non-billable activities such as paid vacation, sick leave, emergency leave, holidays, and other considerations as necessary. Dividing the full cost by the number of productive hours provides the FBHR.

The FBHRs are then used in conjunction with time estimates, when appropriate, to calculate a fee’s cost based on the personnel and the amount of their time that is involved in providing each service.

Summary Steps of the Study

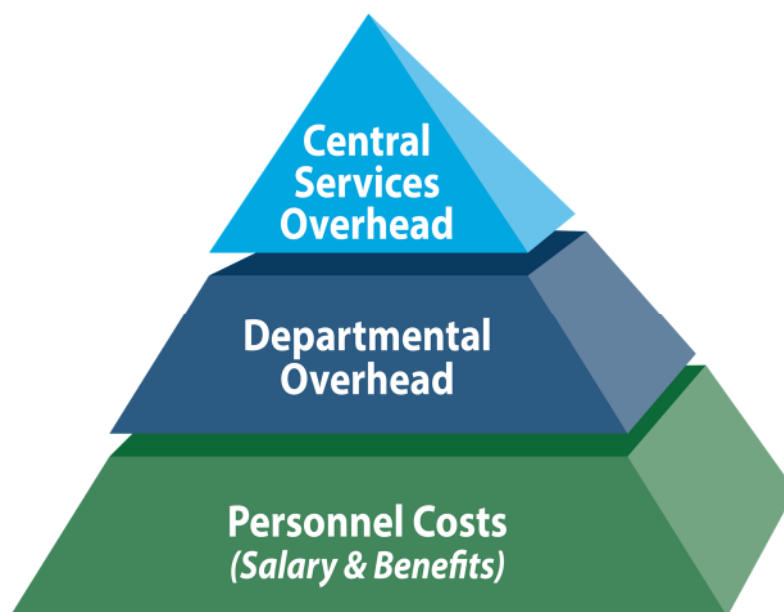
The methodology to evaluate most User Fee levels is straightforward and simple in concept. The following list provides a summary of the study process steps:



Allowable Costs

This report identifies three types of costs that, when combined, constitute the fully burdened cost of a service (**Appendix B**). Costs are defined as direct labor, including salary and benefits, departmental overhead costs, and the City's central services overhead, where departmental and central service overhead costs constitute support costs. These cost types are defined as follows:

- **Direct Labor (Personnel Costs):** The costs related to staff salaries for time spent directly on fee-related services.
- **Departmental Overhead:** A proportional allocation of departmental overhead costs, including operation costs such as supplies and materials that are necessary for the department to function.
- **Central Services Overhead:** These costs, detailed in the City's Cost Allocation Plan, represent services provided by those Central Services Departments whose primary function is to support other City departments.



Methodology

The two methods of analysis for calculating fees used in this report are the:

Case Study Method (Standard Unit Cost Build-Up Approach): This approach estimates the actual labor and material costs associated with providing a unit of service to a single user. This analysis is suitable when City staff time requirements do not vary dramatically for a service, or for special projects where the time and cost requirements are easy to identify at the project's outset. Further, the method is effective in instances when a staff member from one department assists on an application, service or permit for another department on an as-needed basis. Costs are estimated based upon interviews with City staff regarding the time typically spent on tasks, a review of available records, and a time and materials analysis.

Programmatic Approach: In some instances, the underlying data is not available or varies widely, leaving a standard unit cost build-up approach impractical. In addition, market factors and policy concerns (as opposed to actual costs) tend to influence fee levels more than other types of services. Willdan employed a different methodology where appropriate to fit the programs' needs and goals. Typical programmatic approach cases are facility use fees, penalties, and instances where a program cost is divided over the user base to obtain a per applicant cost for shared cost services.

Quality Control/Quality Assurance

All study components are interrelated, thus flawed data at any step in the process will cause the ultimate results to be inconsistent and unsound. The elements of our Quality Control process for User Fee calculations include:

- Involvement of knowledgeable City staff
- Clear instructions and guidance to City staff
- Reasonableness tests and validation
- Normalcy/expectation ranges
- Internal and external reviews
- Cross-checking

Reasons for cost increases/decreases over current fees

Within the fee tables in **Appendix C** the differences are identified between the full costs calculated through the study and the fee levels currently in effect. The reasons for differences between the two can arise from a number of possible factors including:

- Previous fee levels may have been set at levels less than full cost intentionally, based on policy decisions
- Staffing levels and the positions that complete fee and service activity may vary from when the previous costs were calculated

- Personnel and materials costs could have increased at levels that differed from any inflationary factors used to increase fees since the last study
- Costs that this study has identified as part of the full cost of services may not have been accounted for in a previous study
 - Departmental overhead and administration costs
 - Vehicle and Facility Maintenance support costs
 - Indirect overhead from the Cost Allocation Plan
- Changes in processes and procedures within a department, or the City as a whole

City Staff Contributions

As part of the study process, Willdan received tremendous support and cooperation from City staff, which contributed and reviewed a variety of components to the study, including:

- Budget and other cost data
- Staffing structures
- Fee and service structures, organization, and descriptions
- Direct and indirect work hours (billable/non-billable)
- Time estimates to complete work tasks
- Review of draft results and other documentation

A User Fee Study requires significant involvement of the managers and line staff from the departments—on top of their existing workloads and competing priorities. The contributions from City staff were critical to this study. We would like to express our appreciation to the City and its staff for their assistance, professionalism, positive attitudes, helpful suggestions, responsiveness, and overall cooperation.

Dinuba User Fees

Cost Recovery

The cost recovery models, by department/division fee type, are presented in detail in [Appendix C](#). Full cost recovery is determined by summing the estimated amount of time each position (in increments of minutes or hours) spends to render a service. Time estimates for each service rendered were predominately determined by Willdan and City Staff through a time and materials survey conducted for each department/division fee included in the study. The resulting cost recovery amount represents the total cost of providing each service. The City's current fee being charged for each service, if applicable, is provided in this section, as well, for reference.

It is important to note that the time and materials survey used to determine the amount of time each employee spends assisting in the provision of the services listed on the fee schedule is essential in identifying the total cost of providing each service. Specifically, in providing services, a number of employees are often involved in various aspects of the process, spending anywhere from a few minutes to several hours on the service.

A primary goal of this study was to identify the cost of City services, to provide information to help the City make informed decisions regarding the actual fee levels and charges. The responsibility to determine the final fee levels is a complicated task. City staff must consider many issues in formulating recommendations, and the City Council must consider those same issues and more in making the final decisions.

City staff assumes the responsibility to develop specific fee level recommendations to present to the City Council. Unfortunately, there are no hard and fast rules to guide the City, since many of the considerations are based on the unique characteristics of the City of Dinuba, and administrative and political discretion. However, in setting the level of full cost recovery for each fee, one should consider whether the service solely benefits one end user or the general community.

Subsidization

Recalling the definition of a user fee helps guide decisions regarding subsidization. The general standard is that individuals (or groups) who receive a wholly private benefit should pay 100% of the full cost of the services. In contrast, services that are simply public benefit should be funded entirely by the general fund's tax dollars. Unfortunately, for the decision makers, many services fall into the range between these two extremes.

Further complicating the decision, opponents of fees often assert that the activities subject to the fees provide economic, cultural, "quality of life," or other community benefits that exceed the costs to the City.

It is recommended the City consider such factors during its deliberations regarding appropriate fee levels.

Of course, subsidization can be an effective public policy tool, since it can be used to reduce fees to encourage certain activities (such as compliance inspections to ensure public safety) or allow some people to be able to afford to receive services they otherwise could not at the full cost. In addition, subsidies can

be an appropriate and justifiable action, such as to allow citizens to rightfully access services, without burdensome costs.

Despite the intent, it is important for the City and public to understand that subsidies must be covered by another revenue source, such as the General Fund. Therefore, the general taxpayer will potentially help to fund private benefits, and/or other City services will not receive funds that are otherwise directed to cover subsidies.

Impact on Demand (Elasticity)

Economic principles of elasticity suggest that increased costs for services (higher fees) will eventually curtail the demand for the services; whereas lower fees may spark an incentive to utilize the services and encourage certain actions. Either of these conditions may be a desirable effect to the City. However, the level of the fees that would cause demand changes is largely unknown. The Cost of Service Study did not attempt to evaluate the economic or behavioral impacts of higher or lower fees; nevertheless, the City should consider the potential impacts of these issues when deciding on fee levels.

Summary

If the City's principal goal of this study were to maximize revenues from user fees, Willdan would recommend setting user fees at 100% of the full cost identified in this study. However, we understand that revenue enhancement is not the only goal of a cost of service study, and sometimes full-cost recovery is not needed, desired, or appropriate. Other City and departmental goals, City Council priorities, policy initiatives, past experience, implementation issues, and other internal and external factors may influence staff recommendations and City Council decisions. In this case, the proper identification of additional services (new or existing services) and creation of a consistent and comprehensive fee schedule was the primary objective of this study. City staff has reviewed the full costs and identified the "recommended fee levels" for consideration by City Council. The attached appendices exhibit these unit fees individually.

The fee changes suggested in the below sections also require some context based on the City's recent history in fee setting. Engineering, Planning, and Building fees were last changed July 1st, 2016, and to the best of Willdan's knowledge it has been longer for other fee groups. Accounting for consumer price index adjustments to fees alone would be around a 17% increase, but that increase would be larger if the adjustment was based on wage and benefit inflation over the years that are the key drivers for the cost of services.

The preceding sections provide background for each department or division and the results of this study's analysis of their fees. For the full list of each fee's analysis, refer to [Appendix C](#) of this report.

Engineering and Planning

The Engineering division ensure private development meets all city conditions and standards with regard to development. The division also implements the city Community Investment Program, constructing new infrastructure and maintaining and repairing existing infrastructure, to enhance the safety and security of the community (Capital Improvement Program/Design Bid/Construction Management/ROW Acquisition/Public Improvement Plan Review/Traffic Engineering/Master Utility Plans/Final Maps).

The Planning Division is responsible for maintaining the City's General Plan, Zoning Ordinance and Specific Plans. The Planning Division provides environmental and planning support to other departments within the City. The Planning Division also prepares studies and reports such as demographics, land absorption trends, and development entitlement activity on a regular basis. Other responsibilities include current planning related to site plans, conditional use permits, zoning enforcement, environmental review & general plan implementation.

Analysis

Willdan individually reviewed the services and programs associated with the Engineering and Planning Division. The review also consisted of an evaluation of existing services in an effort to update the fee schedule.

The analysis of Engineering and Planning Services relied primarily upon a standard unit cost build-up approach, whereby we determined the reasonable cost of each fee occurrence using staff time to recover the direct cost of staff and the pro-rata share of departmental costs, including indirect costs for City Central Services. Willdan then compared the calculated full cost against the current fee amount to determine, if charged, whether the current fee is recovering the costs associated with the requested service. The analysis found that current fee levels are subsidizing the cost for most services. The suggested fees in [Appendix C](#) were set to limit any fee increase to 50% or the full cost (whichever is less) based on the full cost calculation. The 50% restriction on fee increase applies to the City's cost of providing service through staff efforts, as third party cost involved are paid by the applicant. As a result, there would be:

- an increase to 35 fees;
- 3 fees would decrease, and;
- 5 fees would remain as currently set.

Building

The Building Division. Building inspectors and plans examiners provide for community minimum standards to safeguard health, property, and the public welfare. This is accomplished by regulating and controlling the design, construction, quality of materials, use and occupancy, location, and maintenance of all buildings and structures within the city (Permit Issuance/Inspections/Plan Check/Substandard Housing). The division functions in adherence to state and federal building standards such as the California Building Code, Green Code, and MWELC.

Analysis

Willdan individually reviewed the services and programs associated with the Building Division. The review also consisted of an evaluation of existing services in an effort to update the fee schedule.

The analysis of Building services relied primarily upon a standard unit cost build-up approach (except for fees related to the Building Permit program), whereby we determined the reasonable cost of each fee occurrence using staff time to recover the direct cost of staff and pro-rata share of departmental costs, including indirect costs for City Central Services. The analysis found that services are currently set below the full cost of providing them. The building permit fees were evaluated through a program cost analysis where the average cost of providing service was evaluated against the revenue received for services from FY 18/19 through FY 23/24 estimates. The resulting average cost recovery was determined to be around 58%. The suggested fees for all Building fees in [Appendix C](#) were set to limit any fee increase to 50% or the full cost (whichever is less) based on the full cost calculation. As a result, there would be:

- an increase to 152 fees;
- 5 fees would decrease;
- The general plan maintenance fee would change to % based from per square foot, and;
 - This fee recovers a portion of the cost of updating the City's General Plan on each Building Permit fee issued. The full cost was determined by dividing the annualized cost of the update in today's dollars by the average Building Permit revenue to determine a percentage based fee at 50% cost recovery. The cost recovery suggested is 50% as development is not the sole driver for the need to update the General Plan, but is the dominant factor for changes between updates.
- 7 fees would remain as currently set.

Community Services

The City of Dinuba Parks & Community Services Department works to provide exceptional service, innovative programs and diverse experiences in vibrant, sustainable spaces. They aim improve the quality of life for the citizens of Dinuba by providing exceptional parks, places, programs and services, while preserving and protecting the City's natural resources.

Analysis

Willdan individually reviewed the services and programs associated with the Community Services Department. The review also consisted of an evaluation of existing services in an effort to update the fee schedule.

The analysis of most Community Services programs encompassed facility rentals and other recreation services. The fee for use of government owned facilities and property can be set discretionally by the City per Proposition 26 because there is market availability for facility use to the public other than those the City provides. The cost of acquisition, maintenance, repair, and upgrade to the City and subsequently the community is offset by rental or use fee revenue. As such these fees should be set using the knowledge of activity use for the facilities, policy desires of the City, and market factors when desirable. It is generally accepted that many Recreation programs provide a measure of public benefit to the residents and City as a whole. In addition, cities generally want to ensure that their programs and services remain affordable to the community at large, and that the programs remain competitive with surrounding jurisdictions and private businesses. Therefore, full cost recovery is typically not the primary goal of fee setting. A cost recovery analysis was performed on the operational cost of the divisions involved with the services and found that current reveeneues are resulting in 28% cost recovery. Staff has suggested reasonable fee adjustments to the fee schedule, and they are detailed in [Appendix C](#). As a result, there would be:

- An increase for the 3 team packages for batting cage fees;
- 8 new fees related to soccer, football, Basketball, and volleyball packages would be added, and;
- 85 fees would remain as currently set as detailed in [Appendix C](#).

Public Works

The Dinuba Public Works department maintains streets, storm drains, streetlights, traffic signals, sidewalks, water treatment/distribution, recycling and Capital Improvement projects.

Analysis

Willdan individually reviewed the services and programs associated with the Public Works Department. The review also consisted of an evaluation of existing services in an effort to update the fee schedule.

The analysis of Public Works Services relied primarily upon a standard unit cost build-up approach, whereby we determined the reasonable cost of each fee occurrence using staff time to recover the direct cost of staff and the pro-rata share of departmental costs, including indirect costs for City Central Services. Willdan then compared the calculated full cost against the current fee amount to determine, if charged, whether the current fee is recovering the costs associated with the requested service. The analysis found that current fee levels are subsidizing the cost for services. The suggested fees in [Appendix C](#) were set to limit any fee increase to 50% or the full cost (whichever is less) based on the full cost calculation. As a result, there would be:

- an increase to 24 fees;
- 4 new fees would be added, and;
- 3 fees would remain as currently set.

Police

To provide executive support for the overall leadership of the Police Department. This division is responsible for directing all police personnel and assuring that the Goals for Police Services set by the City Council are achieved and that the performance levels of staff are consistent with the expectations of the organizational mission statement.

Analysis

Willdan individually reviewed the services and programs associated with the Police Department. The review also consisted of an evaluation of existing services in an effort to update the fee schedule.

The services included in Police are a mixture of citations and user fees. The fines are set to deter the listed activities, and the analysis of the user fee relied primarily upon a standard unit cost build-up approach, whereby we determined the reasonable cost of each fee occurrence using staff time to recover the direct cost of staff and the pro-rata share of departmental costs, including indirect costs for City Central Services. Willdan then compared the calculated full cost against the current fee amount to determine, if charged, whether the current fee is recovering the costs associated with the requested service. It is recommended that the City set Police fees at or near 100% cost recovery for most fees as detailed in [Appendix C](#):

- an increase to 4 fees;
- 2 new fees would be added, and;
- 36 fees would remain as currently set as detail in [Appendix C](#).

Fire

The Fire Department provides fire prevention and suppression, rescue, hazardous material incidents, emergency medical treatment and transport services to the community. The department also provides emergency medical treatment and transport to residents in parts of the unincorporated areas in Northern Tulare County.

Analysis

Willdan individually reviewed the services associated with the Fire Department. The review also consisted of an evaluation of existing services in an effort to update the fee schedule.

The analysis of the Fire services relied primarily upon a standard unit cost build-up approach, whereby we determined the reasonable cost of each fee occurrence using staff time to recover the direct cost of staff and the pro-rata share of departmental costs, including indirect costs for City Central Services. Willdan then compared the calculated full cost against the current fee amount to determine, if charged, whether the current fee is recovering the costs associated with the requested service. The analysis found that the majority of services are being subsidized. It is recommended that the City set Fire fees at the suggested fee levels detailed in [Appendix C](#). As a result:

- an increase to 15 fees;
- 10 fees would decrease;
- 1 new fee would be added;
- 1 fee would go to a flat fee from a no charge fee, and;
- 14 fees would remain as currently set.

In addition to the above referenced fees listed under Fire, the Ambulance Services fees are also provided by this department. A program cost analysis was performed for Ambulance Services to determine what cost recovery is for transport services based on ambulance levels, call utilization, involved expenses, and incorporating collection and non-transport considerations. The analysis found that the current EMS fee result in 49% cost recovery per transport. As a result, staff is recommending a 67% fee increase as detailed in [Appendix C](#), which would bring cost recovery for services up to around 81%. As a result:

- an increase for 13 fees;
- 2 fees would decrease;
- 13 new fees will be added, and;
- 5 fees would remain as currently set as detailed in [Appendix C](#).

Appendix A – Total Allowable Cost to be Recovered

Below are the total allowable costs that may be recovered through User Fees; however, only a percentage of the total cost is realized as staff doesn't just work on services related to User Fees, but also work on an array of other City functions during the operational hours of the City. The amounts listed below will not reconcile to City budgets as costs that should not be included in overhead for personnel in the application of determining fully burdened hourly rates were excluded. Examples of these costs are capital, debt, monetary transfers, and any other costs that is charged directly to the service requestor.

City of Dinuba - User Fee Study

Overhead Rate Calculations

Department	Salaries & Benefits	Maintenance & Operations, and Admin Overhead	Direct Overhead %	Indirect Allocation	Indirect Allocation %
Community Development	431,882	131,890	31%	34,074	6%
Finance - Administration	845,983	23,000	3%	25,124	3%
Parks & Community Services	1,602,373	545,940	34%	118,061	5%
Police	5,859,511	464,788	8%	229,459	4%
Fire	2,356,948	117,336	5%	111,549	5%
Water	904,203	461,914	51%	377,960	28%
Sewer	690,184	421,651	61%	365,268	33%
Disposal	376,068	175,912	47%	132,190	24%
Ambulance	2,111,135	311,297	15%	433,795	18%
Facilities	152,882	128,131	84%	10,355	4%

Appendix B – Fully Burdened Hourly Rates

Below are fully burdened hourly rates of staff positions that provide for the services detailed in [Appendix C](#). The FBHRs were used to determine the full cost of each service. They include the salary and benefit costs for each position as well as all applicable overhead amounts for each position. For positions in central service departments, such as the City Clerk and Finance, what is shown is the salary and benefit rate only, as the overhead of central service departments is recovered through the cost allocation plan. When a central service department position works on a fee or project in the purview of an operating department, the overhead rates of the operating department (shown in [Appendix A](#)) will be applied to that central service positions' salary and benefit rate for full cost recovery. For any user fee service request that is outside the scope of the fees detailed in [Appendix C](#), or for services for which there is no fee currently set, the City can charge up to the full cost of the FBHR for personnel involved.

City of Dinuba - Development Services User Fee Study Fully Burdened Hourly Rate Calculation

Department	Position	Fully Burdened Hourly Rate
Position Rates		
Community Development	CD - Accounting Tech	\$72.86
Community Development	CD - Associate Engineer	\$126.78
Community Development	CD - Billing Clerk	\$61.53
Community Development	CD - Bldg. Inspector/Code Enforcement Officer	\$84.63
Community Development	CD - Bldg. Official/Sr. Bldg. Inspector	\$121.85
Community Development	CD - Building Official	\$131.95
Community Development	CD - Business Manager	\$126.78
Community Development	CD - City Engineer	\$237.37
Community Development	CD - Code Enforcement Officer	\$84.63
Community Development	CD - Department Director	\$170.93
Community Development	CD - Fiscal Analyst II	\$103.92
Community Development	CD - Permit Technician	\$72.86
Community Development	CD - Planner I	\$89.51
Community Development	CD - Planner II	\$98.87
Community Development	CD - Planning Technician	\$72.86
Community Development	CD - Public Improvement Inspector	\$94.40
Finance - Administration	Fin - Accounting Technician I	\$47.35
Finance - Administration	Fin - Billing Clerk	\$40.55
Fire	Fire - Administrative Assistant II	\$72.44
Fire	Fire - Engineer Paramedic	\$130.96
Fire	Fire - Fire Battalion Chief	\$140.82
Fire	Fire - Fire Captain	\$131.95

City of Dinuba - Development Services User Fee Study

Fully Burdened Hourly Rate Calculation

Department	Position	Fully Burdened Hourly Rate
Position Rates		
Fire	Fire - Firefighter EMTB	\$81.67
Fire	Fire - Firefighter Paramedic	\$94.52
Fire	Fire - Fire Inspector	\$61.27
Parks & Community Services	Parks - Administrative Assistant I	\$73.29
Parks & Community Services	Parks - Administrative Technician	\$75.71
Parks & Community Services	Parks - Grounds Maintenance Worker I	\$56.35
Parks & Community Services	Parks - Grounds Maintenance WorkerII	\$82.28
Parks & Community Services	Parks - Parks Supervisor	\$102.83
Parks & Community Services	Parks - PT Assistant Recreation Leader	\$21.64
Parks & Community Services	Parks - PT Grounds Maintenance WorkerI	\$30.27
Parks & Community Services	Parks - PT Recreation Leader	\$27.58
Parks & Community Services	Parks - Senior Center Supervisor	\$93.39
Parks & Community Services	Parks - Sports Coordinator	\$72.60
Parks & Community Services	Parks - Sports Plex Coordinator	\$68.85
Parks & Community Services	Parks - Temp Clerial Asst I	\$21.64
Parks & Community Services	Parks - Temp Sports Plex Assistant	\$21.64
Police	Police - Administrative Assistant I	\$71.57
Police	Police - Community Service Officer	\$60.01
Police	Police - Evidence Technician	\$57.97
Police	Police - Police Officer	\$120.84
Police	Police - Police Officer - Events Patrol	\$89.66
Police	Police - Police Sergeant - Events	\$109.32
Police	Police - PT Animal Control Officer	\$21.01
Police	Police - RecordsTech. Customer Service Rep.	\$64.53
Police	Police - Sergeant	\$144.54
Facilities	Fund 216 Facilities - Maintenance Worker 1	\$109.18
Facilities	Fund 216 Facilities - PT Custodian II	\$40.84
Water	Fund 230 Water - Accounting Technician I	\$91.76
Water	Fund 230 Water - Administrative Assistant I	\$91.17
Water	Fund 230 Water - Billing Clerk	\$76.31
Water	Fund 230 Water - Fiscal Analyst II	\$158.43
Water	Fund 230 Water - Planning Technician	\$114.03
Water	Fund 230 Water - Public Works Supervisor	\$156.84
Water	Fund 230 Water - Utility Worker I	\$104.42
Water	Fund 230 Water - Utility Worker II	\$116.00
Water	Fund 230 Water - Water Systems Specialist III	\$124.49

City of Dinuba - Development Services User Fee Study

Fully Burdened Hourly Rate Calculation

Department	Position	Fully Burdened Hourly Rate
Position Rates		
Sewer	Fund 231 Sewer - Accounting Technician I	\$101.81
Sewer	Fund 231 Sewer - Billing Clerk	\$84.67
Sewer	Fund 231 Sewer - Fiscal Analyst II	\$175.79
Sewer	Fund 231 Sewer - Planning Technician	\$126.52
Sewer	Fund 231 Sewer - Public Works Supervisor	\$174.02
Disposal	Fund 232 Disposal - Administrative Assistant I	\$85.99
Disposal	Fund 232 Disposal - Billing Clerk	\$71.97
Disposal	Fund 232 Disposal - Fiscal Analyst II	\$149.43
Public Safety Sales Tax	Fund 301 PS - Dispatcher	\$74.79
Public Safety Sales Tax	Fund 301 PS - Firefighter EMTB	\$110.45
Public Safety Sales Tax	Fund 301 PS - Firefighter Paramedic	\$102.27
Ambulance	Fund 320 Ambulance - Administrative Assistant II	\$89.34
Ambulance	Fund 320 Ambulance - Billing Clerk	\$74.07
Ambulance	Fund 320 Ambulance - Engineer Paramedic	\$157.52
Ambulance	Fund 320 Ambulance - Fire Battalion Chief	\$173.66
Ambulance	Fund 320 Ambulance - Fire Captain	\$162.72
Ambulance	Fund 320 Ambulance - Firefighter EMTB	\$92.70
Ambulance	Fund 320 Ambulance - Firefighter Paramedic	\$103.40
Ambulance	Fund 320 Ambulance - Paramedic Trainee	\$63.76
Ambulance	Fund 320 Ambulance - Senior Accounting Technician	\$84.69
Ambulance	Fund 320 Ambulance - Single Role Paramedic	\$84.44

Appendix C – Cost Recovery Analysis

The following tables provide the results of the analysis, resulting full cost recovery amount, and recommended fees. For fees, services, and penalties in which the full cost, existing fee and suggested fee is listed as “NA”, the amount or percentage was not calculable based on cost data or variable fee structure. This is most common when either the current or the suggested fee includes a variable component that is not comparable on a one-to-one basis, a full cost was not calculated (for penalties, fines, market-based fees, or items not included in the study), or when there is not a current fee amount to compare against.

All services and fees analyzed as part of this study fall under one or multiple categories one through five of the exemptions defined in Proposition 26. As such a cost analysis was performed to calculate the estimated reasonable full cost of each service, and suggested fees are recommended at or below those amounts. Estimated reasonable full costs were calculated based on City expenditures and time estimates.

To provide a thorough list of all fees and services, the schedules also includes items that were not part of the scope of this study. Examples of such items are utility rates, taxes, in-lieu fees, and developer impact fees.

ENGINEERING & PLANNING

#	Description	Current Fee/Charge	Unit	Notes
1	Addendum Plan Check	\$156.00		Checking plan addendum to assure compliance to code
2	Address Change Review	\$111.00		Reviewing request for a change of address
3	Annexation Processing	\$5,192.00	And/or Actual Cost	Review requests to annex property and determine its impact
4	Building Relocation Permit	\$699.00		Review proposed relocation of a building to assure code comp.
5	Categorical Exemption	\$198.00	Plus County	Rev circumstances, declare project exempt from CEQA
6	Code Enforcement (Abatement Activities)	actual cost of staff time		Inspect property for code violations (Abatement Activities)
7	Code Enforcement Fines	pursuant to municipal code		Fines imposed as a result of a code violation
8	Community Facilities District (CFD) Formation Fee	\$2,362.00		Review application for formation of Community Facilities District
9	Conditional Use Permit	\$1,301.00		Review request for a CUP within terms of the Zoning Code
10	Conditional Use Permit (CUP) Amendment			
	- Minor Amendment	\$658.00		Review request for a CUP within terms of the Zoning Code (Minor Amendment)
	- Major Amendment	\$968.00		Review request for a CUP within terms of the Zoning Code (Major Amendment)
11	Elevator Permit	\$766.00		Permit for the installation of an elevator
12	Encroachment Permit (Single Family Dwelling)	\$123.00		Review proposed encroachment of public rights-of-way
13	Encroachment Permit (All others)	\$158.00	+ 4% of cost of improvements	Review proposed encroachment of public rights-of-way
14	Environmental Impact Report	Consultant & County Fees + 15.4% Admin. Fee	Plus Outsourcing Fees	Preparation & Processing of EIR
15	Excavated Prime Dirt Sales	\$1.00	cu yd	Sale of City owned dirt
16	FEMA Flood Zone Certification	\$67.00		FEMA Flood Zone Certification
17	Final Parcel Map Check	\$1,455.00	Plus Actual Cost	Final parcel map to determine compliance
18	Final Subdivision Map Check	\$1,048.00	Plus \$36/lot & Actual Cost	Review final subdivision map to determine extent of compliance
19	General Plan Amendment (Revision)	\$2,712.00		Review developer initiated amendments to the General Plan
20	General Plan Maint.	\$0.04	per square foot	Updating and maintaining the City's General Plan
21	Home Occupation Permit Review	\$213.00		Review request for home occupational permit
22	Landscape Inspection	\$208.00		Inspect new landscaping to assure compliance to plans
23	Landscape Plan Check	\$239.00		Review landscape plan to assure compliance with code req.
24	Lot Line Adjustment Review	\$413.00	Plus Actual Cost	Review proposed change to property boundary & issue certificate

Full Cost	Subsidy %	Suggested Fee	Notes	Fee Δ
\$244.07	4%	\$234.00		\$78
\$209.46	21%	\$166.00		\$55
\$5,578.82	0%	\$5,578.00	Plus Outsourcing fees	\$386
\$728.57	0%	\$728.00		\$29
\$297.62	0%	\$297.00	Plus County fees	\$99
NA	NA	actual cost of staff time		\$0
NA	NA	pursuant to municipal code		\$0
\$3,025.19	0%	\$3,025.00	Plus Outsourcing fees	\$1
\$2,514.74	22%	\$1,951.00		\$650
\$870.91	0%	\$870.00		\$212
\$1,476.53	2%	\$1,452.00		\$484
\$1,125.64	0%	\$1,125.00		\$359
\$267.38	31%	\$184.00		\$61
\$534.77	56%	\$237.00	+ 4% of cost of improvements	\$79
\$3,300.64	0%	\$3,300.00	Plus County Fees and Outsourcing Fees	NA
NA	NA	Market Rate		NA
\$87.43	0%	\$87.00		\$20
\$1,665.96	0%	\$1,665.00	Plus Outsourcing fees	\$210
\$2,358.10	33%	\$1,572.00	Plus Outsourcing fees	\$524
\$2,722.83	0%	\$2,722.00		\$10
12%	50%	6%	Will be applied to all Building Permit types	6%
\$208.41	0%	\$208.00		-\$5
\$993.14	25%	\$740.00		\$532
\$868.55	25%	\$650.00		\$411
\$613.46	0%	\$613.00	Plus Outsourcing fees	\$200

ENGINEERING & PLANNING

#	Description	Current Fee/Charge	Unit	Notes
25	Mitigated Negative Declaration			
	- Simple	\$768.00	Plus County Fees and Outsourcing Fees	Review circumstances, filing report declaring no adverse impact (includes establishing a mitigation monitoring program)
	- Complex	Actual Cost + 15.4% Admin Fee		Review circumstances, filing report declaring no adverse impact (includes establishing a mitigation monitoring program)
26	Mitigation Monitoring	Actual Cost		Review and implement a mitigation monitoring plan
27	Negative Declaration	\$768.00	Plus County Fees	Review circumstances, filing report declaring no adverse impact
28	Plan Revision Checking	\$104.00		Checking building construction plan revisions
29	Plot Plan Copy Request	\$5.00		
30	Precise Plan Review	\$2,765.00		Review application for the construction. or location of a building on a parcel of land
31	Processing of Appeal	\$1,056.00		Reviewing appeal of a Planning staff decision
32	Professional/Technical Outsourcing Fees	Actual Cost		Outsource applicable professional/technical services
33	Public Improvement Inspection	4 % of estimate		Inspect public improvements to assure compliance with code
34	Public Improvement Plan Check	3 % of estimate and/or actual costs		Review public improvement plan to assure compliance with code
35	Rezone	\$1,536.0		Review requests for re-zoning of a specific parcel of property
36	Site Plan Review (Minor)	\$658.00		Review site plan to assure compliance with code requirements
37	Site Plan Review (Major)	\$1,249.00		Review site plan to assure compliance with code requirements
38	Temporary Use Permit	\$200.00		Review request for a temporary use permit
39	Tentative Parcel Map Review	\$2,838.00	Plus Actual Cost	Review to identify special conditions and compliance with code
40	Tentative Subdivision Map Review	\$1,716.00	Plus \$37/lot and/or actual costs	Review to identify special conditions and compliance with code
41	Time Extension/ Notification	\$720.00		Review expiring maps, determine if time ext. should be permitted
42	Variance Review	\$781.00		Review plans for variances from the standards of Zoning Code
43	Vintage Car Permit	\$47.00		Review application for permit
44	Williamson Act Contract Notice of Non-Renewal	actual cost		Administrative action to process a Notice of Non-Renewal
45	Williamson Act Contract Cancellation	actual cost		Process a Williamson Act cancellation
46	Zoning Letter	\$107.00		Research and prepare letter regarding zoning designation
47	Zoning Text Amendment Review	\$1,790.00		Rev and process request for zoning ordinance amendment

Full Cost	Subsidy %	Suggested Fee	Notes	Fee Δ
\$1,248.26	8%	\$1,152.00	Plus County Fees and Outsourcing Fees	\$384
\$2,064.99	0%	\$2,064.00	Plus County Fees and Outsourcing Fees	NA
\$173.04	0%	\$173.00	Plus Outsourcing fees	NA
\$401.30	0%	\$401.00	Plus County fees	-\$367
\$560.63	72%	\$156.00		\$52
\$36.43	4%	\$35.00		\$30
\$3,777.29	0%	\$3,777.00		\$1,012
\$1,248.26	0%	\$1,248.00		\$192
NA	NA	Actual Cost		\$0
NA	NA	4 % of cost of improvements		\$0
NA	NA	3 % of cost of improvements		\$0
\$2,168.67	0%	\$2,168.00		\$632
\$1,608.04	39%	\$987.00		\$329
\$2,957.71	37%	\$1,873.00		\$624
\$381.45	21%	\$300.00		\$100
\$3,137.66	0%	\$3,137.00	Plus Outsourcing fees	\$299
\$5,837.01	56%	\$2,574.00	Plus Outsourcing fees	\$858
\$948.09	0%	\$948.00		\$228
\$1,780.92	34%	\$1,171.00		\$390
\$36.43	1%	\$36.00		-\$11
\$1,903.39	0%	\$1,903.00	Plus Outsourcing fees and/or County fees	NA
\$3,114.63	0%	\$3,114.00	Plus Outsourcing fees and/or County fees	NA
\$270.94	41%	\$160.00		\$53
\$2,429.27	0%	\$2,429.00		\$639

BUILDING			
#	Description	Current Fee/Charge	Unit
1	NEW COMMERCIAL *		
2	Without Interior Improvements *		
3	0 to 5,000 sq. ft.	\$0.61	per sq. ft
4	5,001 to 10,000 sq. ft.	\$0.45	per sq. ft
5	10,001 to 50,000 sq. ft.	\$0.31	per sq. ft
6	50,001 to 100,000 sq. ft.	\$0.21	per sq. ft
7	Over 100,000 sq. ft.	\$0.15	per sq. ft
8	<i>The fees listed above are cumulative</i>		
9	With Interior Improvements *		
10	0 to 5,000 sq. ft.	\$1.00	per sq. ft
11	5,001 to 10,000 sq. ft.	\$0.73	per sq. ft
12	10,001 to 50,000 sq. ft.	\$0.45	per sq. ft
13	50,001 to 100,000 sq. ft.	\$0.33	per sq. ft
14	Over 100,000 sq. ft.	\$0.29	per sq. ft
15	<i>The fees listed above are cumulative</i>		
16	TENANT IMPROVEMENTS / RETAIL *		
17	0 to 5,000 sq. ft.	\$0.43	per sq. ft
18	5,001 to 10,000 sq. ft.	\$0.25	per sq. ft
19	10,001 to 50,000 sq. ft.	\$0.15	per sq. ft
20	50,001 to 100,000 sq. ft.	\$0.14	per sq. ft
21	Over 100,000 sq. ft.	\$0.10	per sq. ft
22	<i>The fees listed above are cumulative</i>		
23	MISCELLANEOUS COMMERCIAL/INDUSTRIAL STRUCTURES		
24	Minimum fees required	\$216.00	
25	Misc. Commercial / Industrial Structures	\$1.28	per sq. ft
26	NEW RESIDENTIAL *		
27	Model Home Plan Check 0 to 1,750 sq. ft.	\$0.49	per sq. ft
28	Model Home Plan Check 1,751 sq. ft. and over	\$0.39	per sq. ft
29	Production Home Inspection Only	\$0.95	per sq. ft
30	Plot Plan Check	\$78.00	
31	<i>The fees listed above are cumulative</i>		
32	* The rates listed above include plumbing, mechanical and electrical fees.		
33	Single Family Dwelling Plan & Inspection 0 to 1,750 sq. ft.	\$1.12	per sq. ft

Full Cost	Subsidy %	Suggested Fee	Fee Δ
\$1.05	13%	\$0.92	\$0.31
\$0.77	13%	\$0.68	\$0.23
\$0.53	13%	\$0.47	\$0.16
\$0.36	13%	\$0.32	\$0.11
\$0.26	13%	\$0.23	\$0.08
\$1.72	13%	\$1.50	\$0.50
\$1.25	13%	\$1.10	\$0.37
\$0.77	13%	\$0.68	\$0.23
\$0.57	13%	\$0.50	\$0.17
\$0.50	13%	\$0.44	\$0.15
\$0.74	13%	\$0.65	\$0.22
\$0.43	13%	\$0.38	\$0.13
\$0.26	13%	\$0.23	\$0.08
\$0.24	13%	\$0.21	\$0.07
\$0.17	13%	\$0.15	\$0.05
\$270.64	0%	\$270.00	\$54
\$2.20	13%	\$1.92	\$0.64
\$0.84	13%	\$0.74	\$0.25
\$0.67	13%	\$0.59	\$0.20
\$1.63	13%	\$1.43	\$0.48
\$84.19	0%	\$84.00	\$6
\$1.92	13%	\$1.68	\$0.56

BUILDING			
#	Description	Current Fee/Charge	Unit
34	Single Family Dwelling Plan/Inspection 1,751 sq. ft. and over	\$1.03	per sq. ft
35	<i>The fees listed above are cumulative</i>		
36	Single Family Dwelling Custom Plan Check & Inspection	\$1.29	per sq. ft
37	APARTMENTS / CONDOS *		
38	Duplex / Triplex / Fourplex	\$0.85	per sq. ft
39	Apartments / Mobile Hm		
40	0 to 5,000 sq. ft.	\$1.16	per sq. ft
41	5,001 sq. ft. and over	\$0.92	per sq. ft
42	RESIDENTIAL REMODEL & ADDITIONS *		
43	Remodel Minor	\$243.00	
44	Remodel Major	\$351.00	
45	Addition	\$1.66	per sq. ft
46	Garage Conversion	\$455.00	
47	ACCESSORY STRUCTURE *		
48	Detached Garage or Detached Building or Storage (over 120 sqft)	\$1.04	per sq. ft
49	Carport, Patio, Deck - 0 to 200 sq. ft.		
50	Aluminum / Manufactured / Wood with no foundation	\$1.04	per sq. ft
51	Aluminum / Manufactured / Wood w/ existing foundation	\$0.82	per sq. ft
52	Carport, Patio, Deck - 201 sq. ft. and over		
53	Aluminum / Manufactured / Wood with no foundation	\$0.69	per sq. ft
54	Aluminum / Manufactured / Wood w/ existing foundation	\$0.55	per sq. ft
55	Awning	\$177.00	
56	SWIMMING POOLS & SPAS		
57	Swimming Pool	\$409.00	
58	Swimming Pool with Heater	\$446.00	
59	Spa	\$337.00	
60	Pool Abandonment	\$104.00	
61	* The rates listed above include plumbing, mechanical and electrical fees.		
62	RE-ROOFING		
63	Residential		
64	Simple roof overlay	\$119.00	

Full Cost	Subsidy %	Suggested Fee	Fee Δ
\$1.77	13%	\$1.55	\$0.52
\$2.22	13%	\$1.94	\$0.65
\$1.46	13%	\$1.28	\$0.43
\$1.99	13%	\$1.74	\$0.58
\$1.58	13%	\$1.38	\$0.46
\$658.49	45%	\$364.00	\$121
\$785.43	33%	\$526.00	\$175
\$752.45	100%	\$2.00	\$0
\$1,462.46	53%	\$682.00	\$227
\$1.79	13%	\$1.56	\$0.52
\$1.79	13%	\$1.56	\$0.52
\$1.41	13%	\$1.23	\$0.41
\$1.19	13%	\$1.04	\$0.35
\$0.94	13%	\$0.83	\$0.28
\$287.43	8%	\$265.00	\$88
\$592.08	0%	\$592.00	\$183
\$634.39	0%	\$634.00	\$188
\$465.13	0%	\$465.00	\$128
\$205.25	24%	\$156.00	\$52
\$274.66	35%	\$178.00	\$59

BUILDING

#	Description	Current Fee/Charge	Unit
65	Re-roof with existing sheathing	\$156.00	
66	Re-roof with new sheathing	\$191.00	
67	Structural with calculations	\$409.00	
68	Commercial		
69	Simple roof overlay up to 7,500 sq. ft.	\$299.00	
70	Simple roof overlay 7,501 to 15,000 sq. ft.	\$445.00	
71	Simple roof overlay 15,001 to 150,000 sq. ft.	\$590.00	
72	Re-roof with NEW sheathing up to 15,000 sq. ft.	\$445.00	
73	Re-roof with sheathing 15,001 to 150,000 sq. ft.	\$590.00	
74	Structural with calculations up to 15,000 sq. ft.	\$591.00	
75	Structural with calculations 15,001 to 150,000 sq. ft.	\$735.00	
76	ELECTRICAL		
77	Electrical		
78	Temporary Power Service	\$72.00	
79	Temporary Distribution System or Temporary Lighting	\$177.00	
80	Christmas Tree Sales Lots	\$177.00	
81	Circus and Carnivals	\$145.00	
82	Receptacle, Switch, and Light Outlets		
83	Residential first 20 fixtures	\$47.00	
84	Residential over 20 fixtures - ea add'l. fixture	\$1.72	ea
85	Commercial first 20 fixtures	\$156.00	
86	Commercial over 20 fixtures -ea add'l. fixture	\$6.22	ea
87	Pole or platform-mounted lighting fixtures	\$53.00	ea
88	Theatrical-type lighting fixtures or assemblies	\$54.00	ea
89	Electrical Equipment		
90	Residential Appliances -	\$72.00	ea
91	Not exceeding one horsepower (HP) (746W) in each rating. Fixed appliances or receptacle outlets, including wall-mounted electric ovens; counter-mounted cooking tops; water heaters; clothes dryers, or other motor-operated appliances. For other types; see Power Apparatus. electric ranges; console or through-wall air conditioners; space heaters, dishwashers, washing machines;		
92	Busways		
93	100 feet or fraction thereof	\$208.00	
94	Electrical Panel		
95	20-200 AMPS Panel	\$134.00	

Full Cost	Subsidy %	Suggested Fee	Fee Δ
\$316.98	26%	\$234.00	\$78
\$359.29	20%	\$286.00	\$95
\$476.90	0%	\$476.00	\$67
\$486.23	8%	\$448.00	\$149
\$688.48	3%	\$667.00	\$222
\$857.73	0%	\$857.00	\$267
\$730.79	9%	\$667.00	\$222
\$900.05	2%	\$885.00	\$295
\$688.48	0%	\$688.00	\$97
\$857.73	0%	\$857.00	\$122
\$154.04	30%	\$108.00	\$36
\$172.26	0%	\$172.00	-\$5
\$172.26	0%	\$172.00	-\$5
\$289.87	25%	\$217.00	\$72
\$322.86	78%	\$70.00	\$23
\$20.37	90%	\$2.00	\$0
\$365.17	36%	\$234.00	\$78
\$449.80	98%	\$9.00	\$3
\$238.23	67%	\$79.00	\$26
\$238.23	66%	\$81.00	\$27
\$172.26	37%	\$108.00	\$36
\$205.25	0%	\$205.00	-\$3
\$271.22	26%	\$201.00	\$67

BUILDING			
#	Description	Current Fee/Charge	Unit
96	200+ Amps Panel	\$171.00	
97	Electrical Services		
98	600 volts or less and not over 200 amperes	\$119.00	
99	600 volts or less and over 200 to 1,000 amperes	\$156.00	
100	Over 600 volts or over 1,000 amperes	\$191.00	
101	Miscellaneous Electrical		
102	For electrical apparatus, conduits and conductors for which a permit is required but for which no fee is herein set forth.	\$160.00	
103	Electrical Rewire (Residential)	\$347.00	
104	MECHANICAL		
105	Installation of a forced-air or gravity-type furnace or burner, including ducts and vents attached to such appliance, up to and including 100,000 BTU's	\$243.00	
106	Installation of a forced-air or gravity-type furnace or burner, including ducts and vents attached to such appliance over 100,000 BTU's	\$243.00	
107	Relocation of Wall Heater (recessed or floor-mounted)	\$156.00	
108	Furnace (Closet/Basement)	\$275.00	
109	New Wall Heater	\$118.00	
110	Appliance and Vents		
111	Relocation or Replacement of gas appliance	\$47.00	
112	Relocation or Rplcmt of an appliance vent	\$47.00	
113	Type I Hood	\$311.00	
114	Type II Hood	\$239.00	
115	Hoods - Commercial (incld ANSUL System)	\$223.00	
116	Metal Chimney Flue	\$206.00	
117	Vent Fan (Laundry & Bathroom)	\$134.00	
118	Misc. Appliance	\$171.00	
119	Boilers, Compressors and Absorption Systems		
120	Relocation of each boiler or compressor to and including 1 - 15 horsepower (52.7kW)	\$197.00	
121	Relocation of each absorption system to and including 500,000 BTU's	\$197.00	

Full Cost	Subsidy %	Suggested Fee	Fee Δ
\$313.53	18%	\$256.00	\$85
\$238.23	25%	\$178.00	\$59
\$280.55	17%	\$234.00	\$78
\$322.86	11%	\$286.00	\$95
\$256.89	7%	\$240.00	\$80
\$482.79	0%	\$482.00	\$135
\$341.07	0%	\$341.00	\$98
\$341.07	0%	\$341.00	\$98
\$280.55	17%	\$234.00	\$78
\$280.55	0%	\$280.00	\$5
\$238.23	26%	\$177.00	\$59
\$172.26	59%	\$70.00	\$23
\$172.26	59%	\$70.00	\$23
\$374.06	0%	\$374.00	\$63
\$289.43	0%	\$289.00	\$50
\$331.75	0%	\$331.00	\$108
\$355.85	13%	\$309.00	\$103
\$238.23	16%	\$201.00	\$67
\$280.55	9%	\$256.00	\$85
\$238.23	0%	\$238.00	\$41
\$238.23	0%	\$238.00	\$41

BUILDING			
#	Description	Current Fee/Charge	Unit
122	Air Handlers		
123	For each air-handling unit, including ducts attached thereof	\$156.00	
124	Evaporative Coolers		
125	Commercial Walk-in Freezer/ Refrigeration Unit Inspection	\$206.00	
126	Installation of Evaporator Cooler	\$119.00	
127	Separate mechanical exhaust systems, including ducts for hoods	\$119.00	
128	Incinerators		
129	Relocation of domestic type	\$119.00	
130	Relocation of a commercial or industrial-type incinerator	\$156.00	
131	HVAC		
132	New Ducting	\$238.00	
133	HVAC Dual-Pak W/ New Duct Work	\$311.00	
134	HVAC Dual-Pak Inspection	\$119.00	
135	HVAC Ducting Only Inspection	\$259.00	
136	PLUMBING		
137	Fixtures and Vents		
138	For each fixture or trap or set of fixtures on one trap (including water, drainage piping and backflow protection thereof)	\$67.00	
139	For repair or alteration of drainage or vent piping; each fixture	\$145.00	
140	Bathtub/ Sink Installation	\$98.00	
141	Residential Re-Plumbing Inspection	\$206.00	
142	Water Heaters and Special Appliances		
143	REPL of Water Heater or Special Appliances	\$119.00	
144	REPL of Water Heater w/ new gas piping	\$156.00	
145	Solar Water Heaters	\$238.00	
146	Gas Piping System		
147	First Five Outlets	\$61.00	
148	Over Five Outlets; each	\$47.00	each
149	Lawn Sprinklers		
150	For each lawn sprinkler system on any one meter	\$117.00	each

Full Cost	Subsidy %	Suggested Fee	Fee Δ
\$280.55	17%	\$234.00	\$78
\$355.85	13%	\$309.00	\$103
\$238.23	25%	\$178.00	\$59
\$238.23	25%	\$178.00	\$59
\$238.23	25%	\$178.00	\$59
\$280.55	17%	\$234.00	\$78
\$238.23	25%	\$178.00	\$59
\$322.86	0%	\$322.00	\$11
\$238.23	25%	\$178.00	\$59
\$280.55	0%	\$280.00	\$21
\$205.25	51%	\$100.00	\$33
\$162.93	1%	\$162.00	\$17
\$195.92	25%	\$147.00	\$49
\$398.16	22%	\$309.00	\$103
\$238.23	25%	\$178.00	\$59
\$280.55	17%	\$234.00	\$78
\$271.22	0%	\$271.00	\$33
\$238.23	62%	\$91.00	\$30
\$195.92	64%	\$70.00	\$23
\$238.23	27%	\$175.00	\$58

BUILDING			
#	Description	Current Fee/Charge	Unit
151	Additional meters for new system listed above	\$27.00	each
152	Repair of existing system	\$27.00	each
153	Protection Devices		
154	Backflow Preventer or Vacuum Breakers ; one to five devices	\$24.00	each
155	Backflow Preventer or Vacuum Breakers over five devices; each	\$23.00	each
156	Atmospheric type vacuum breakers over 2in	\$46.00	each
157	Wells		
158	Installation of a New Well and Demolition of old Well	\$368.00	
159	Demolition of a Well	\$295.00	
160	Sewers, Disposal Systems and Interceptors		
161	New Septic Tank & Disposal System (included in fees is a plan check fee of \$92)	\$331.00	
162	REPL or Repair of building private sewer system	\$368.00	
163	Replacement or Repair of a industrial waste interceptor; such as carwash or service station / restaurants	\$368.00	
164	Repair of a kitchen-type interceptor	\$171.00	
165	Drainage piping, plumbing lines	\$171.00	
166	Lateral (Sewer & Water)	\$156.00	
167	Leach Line Installation	\$268.00	
168	OTHER FEES		
169	Re-Inspection fee	\$119.00	
170	Duplicate Inspection Card	\$15.00	
171	Special Inspections or Temporary Utilities	\$191.00	
172	Building Appeals Board Application	\$47.00	Plus Actual Cost
173	Investigation Fee or Red Tag Fee	100% of Bldg Permit Fee	
174	GRADING FEES		
175	Grading Plan Review Fees		
176	0 to 1,000 cubic yards	\$119.00	
177	1,001 to 10,000 cubic yards	\$171.00	
178	10,001 + cubic yards	Actual Cost	

Full Cost	Subsidy %	Suggested Fee	Fee Δ
\$238.23	83%	\$40.00	\$13
\$238.23	83%	\$40.00	\$13
\$238.23	85%	\$36.00	\$12
\$238.23	86%	\$34.00	\$11
\$238.23	71%	\$69.00	\$23
\$425.70	0%	\$425.00	\$57
\$322.86	0%	\$322.00	\$27
\$383.39	0%	\$383.00	\$52
\$407.49	0%	\$407.00	\$39
\$407.49	0%	\$407.00	\$39
\$238.23	0%	\$238.00	\$67
\$313.53	18%	\$256.00	\$85
\$280.55	17%	\$234.00	\$78
\$313.53	0%	\$313.00	\$45
\$220.02	19%	\$178.00	\$59
\$69.42	68%	\$22.00	\$7
\$238.67	0%	\$238.00	\$47
\$87.63	20%	\$70.00	\$23
NA	NA	100% of Bldg Permit Fee	\$0
\$184.59	4%	\$178.00	\$59
\$226.90	0%	\$226.00	\$55
NA	NA	Actual Cost	\$0

BUILDING			
#	Description	Current Fee/Charge	Unit
179	Plus actual cost for each additional 10,000 (cu yd) or fraction thereof.	Actual Cost	
180	Grading Inspection Fees		
181	0 to 1,000 cubic yards	\$104.00	
182	1,001 to 10,000 cubic yards	\$140.00	
183	10,001 + cubic yards	Actual Cost	
184	Plus actual cost for each additional 10,000 (cu yd) or fraction thereof.	Actual Cost	
185	Change / Other Fees		
186	Additional plan review required by changes, additions or revisions to approved plans	At Cost	
187	* Or the total hourly cost to the jurisdiction, whichever is greatest. This cost shall include supervision, overhead, equipment, hourly wages and fringe benefits of the employee involved.		
188	PROJECT / OTHER		
189	Brick & Stone Veneer Inspection	\$206.00	
190	Foundation	\$347.00	
191	Framing (minor)	\$171.00	
192	Mobile Home/ Mftrd. Home	\$303.00	
193	Monument Sign	\$171.00	
194	Parking Lot (over 20,000 sq ft)	\$600.00	
195	Parking Lot (up to 20,000 sq ft)	\$455.00	
196	Rafters (Repair/Replace)	\$171.00	
197	Sheetrock Replacement (SFD)	\$134.00	
198	Siding (SFD)	\$134.00	
199	Sign (Small)	\$134.00	
200	Solar Panels/ Photovoltaic System	\$249.00	
201	Stucco (Major)	\$206.00	
202	Stucco (Minor)	\$171.00	
203	Trellis	\$134.00	
204	Water/Gas Service Lateral Inspct	\$171.00	
205	Window (Repair/Replace)	\$156.00	
206	Misc Building Permit (Minor)	\$171.00	
207	Misc Building Permit (Major)	\$206.00	
208	Storage Racks	\$238.00	

Full Cost	Subsidy %	Suggested Fee	Fee Δ
NA	NA	Actual Cost	\$0
\$217.57	28%	\$156.00	\$52
\$391.84	46%	\$210.00	\$70
NA	NA	Actual Cost	\$0
NA	NA	Actual Cost	\$0
NA	NA	At Cost	\$0
\$355.85	13%	\$309.00	\$103
\$416.38	0%	\$416.00	\$69
\$331.75	23%	\$256.00	\$85
\$549.76	17%	\$454.00	\$151
\$302.20	15%	\$256.00	\$85
\$712.57	0%	\$712.00	\$112
\$510.33	0%	\$510.00	\$55
\$313.53	18%	\$256.00	\$85
\$271.22	26%	\$201.00	\$67
\$271.22	26%	\$201.00	\$67
\$241.67	17%	\$201.00	\$67
\$415.94	10%	\$373.00	\$124
\$359.29	14%	\$309.00	\$103
\$316.98	19%	\$256.00	\$85
\$362.29	45%	\$201.00	\$67
\$247.56	0%	\$247.00	\$76
\$298.76	22%	\$234.00	\$78
\$302.20	15%	\$256.00	\$85
\$344.52	10%	\$309.00	\$103
\$274.66	0%	\$274.00	\$36

BUILDING			
#	Description	Current Fee/Charge	Unit
209	Mobile Home/ Engrng Foundation	\$238.00	
210	DEMOLITION		
211	Demolition (800 sq ft or less)	\$119.00	
212	Demolition (801 sq ft or more)	\$192.00	
213	MASONARY OR RETAINING WALLS		
214	Retaining Walls 0 to 50 lineal feet	\$228.00	
215	Retaining Walls over 5 lineal ft. ea additional 50ft	\$140.00	
216	SIGNS		
217	Reface or Repaint	\$139.00	
218	Non-illuminated monument / Pole / Wall	\$238.00	
219	Illuminated	\$275.00	
220	Each additional branch circuit	\$36.00	
221	Approved Subdivision Kiosk Signs	\$130.00	
222	<i>The fees listed do not include the encroachment permit fee</i>		
223	Strong Motion Table		
224	Residential - \$0.00013 times the valuation as published in the "Building Standards" latest edition		
225	Commercial and all other Building Construction - \$0.00028 times the valuation as published in the "Building Standards" latest edition.		
226	General Plan Maint.	\$0.04	per square foot

Full Cost	Subsidy %	Suggested Fee	Fee Δ
\$380.51	6%	\$357.00	\$119
\$238.23	25%	\$178.00	\$59
\$172.26	0%	\$172.00	-\$20
\$344.52	1%	\$342.00	\$114
\$259.89	19%	\$210.00	\$70
\$208.69	0%	\$208.00	\$69
\$293.32	0%	\$293.00	\$55
\$335.63	0%	\$335.00	\$60
\$96.96	44%	\$54.00	\$18
\$129.94	1%	\$129.00	-\$1
12%	50%	6% Of All Building Permits Types	6%

COMMUNITY SERVICES

#	Description	Current Fee/Charge	Unit	Notes
1	Private Building Rentals per hour			
2	Private Use of Multi-purpose	\$86.00		
3	Kitchen Use	\$48.00		
4	Set-up/ Tear Down (Tables & Chairs)	\$28.00		
5	Park Rentals (Picnic Areas/Bandshell) For 5 hours, for full day, double the rate			
6	0-50 Attendance	\$50.00		
7	51-100 Attendance	\$69.00		
8	101-150 Attendance	\$92.00		
9	151 + Attendance	\$110.00		
10	Park Rentals (Athletic Fields) per hour			
11	Private Use of Field	\$52.00		2 hr minimum
12	Private Use of Field - Baseball/Softball	\$52.00		2 hr minimum
13	Private Use of Field - Basketball/Soccer	\$34.00		2 hr minimum
14	Tournament (Baseball/Softball)	\$230.00		
15	Tournament (Basketball/Soccer)	\$171.00		
16	Miscellaneous (Private Rentals)			
17	Supervision	\$39.00		
18	Facility Use			
19	Site Prep.-Athletic Fields			
20	Site Prep.- Roosevelt Baseball Field	\$52.00		
21	Site Prep.- Delgado Softball Field	\$64.00		
22	Site Prep.- K/C Vista Baseball Field	\$69.00		
23	Site Prep.- Soccer Field	\$64.00		
24	Site Prep.- Basketball Court	\$11.00		
25	Site Preparation- Bandshell & Picnic Areas	\$34.00		
26	Electricity-Athletic Fields (25% off for non-profit groups)	\$27.00		
27	Electricity-Bandshell/C.C.	\$11.00		
28	Facility Use for Grantee(s)			
29	Room Rental	\$5.00		
30	Electricity	\$6.00		
31	Custodial Supplies	\$1.00		

Full Cost	Subsidy %	Suggested Fee	Fee Δ
NA	NA	\$86.00	\$0
NA	NA	\$48.00	\$0
NA	NA	\$28.00	\$0
NA	NA	\$50.00	\$0
NA	NA	\$69.00	\$0
NA	NA	\$92.00	\$0
NA	NA	\$110.00	\$0
NA	NA	\$52.00	\$0
NA	NA	\$52.00	\$0
NA	NA	\$34.00	\$0
NA	NA	\$230.00	\$0
NA	NA	\$171.00	\$0
\$102.83	62%	\$39.00	\$0
NA	NA	\$52.00	\$0
NA	NA	\$64.00	\$0
NA	NA	\$69.00	\$0
NA	NA	\$64.00	\$0
NA	NA	\$11.00	\$0
NA	NA	\$34.00	\$0
NA	NA	\$27.00	\$0
NA	NA	\$11.00	\$0
NA	NA	\$5.00	\$0
NA	NA	\$6.00	\$0
NA	NA	\$1.00	\$0

COMMUNITY SERVICES

#	Description	Current Fee/Charge	Unit	Notes
32	Youth Sports			
33	Youth Sports Registrations	\$40-\$50		
34	Adult Sports			
35	3 on 3 Basketball	\$125.00		
36	5 on 5 Basketball	\$500.00		
37	Volleyball	\$150.00		
38	Softball	\$450.00		
39	Team Sponsorships			
40	Per Team	\$250.00		
41	Refund Processing Fee			
42	Fee for Processing Registration Refunds	\$8.00		
43	Aquatics			
44	Swim Lesson Registrations	\$34.00		
45	Open Swim Fee	\$2.00		
46	Special Events Fees			
47	Parade Entry	\$11.00		
48	Public Address System Use			
49	P.A. Use	\$64.00		
50	Summer Fun in the Park			
51	Summer Youth Program	\$1.50	per day	
52	After School Care			
53	After School Care	\$1.50	per day	
54	Photocopies			
55	legal size	\$2.00	first page	plus .05 per addn'l page
56	letter size	\$2.00	first page	plus .05 per addn'l page
57	Returned Check Charge **			
58	Charge for bad checks	\$25.00		** State Law Mandates the Charge at \$25.00
59	Document Search			
60	Per hr. set fee, min. 1/2 hr charge	\$24.00		
61	Subpoena fee			

Full Cost	Subsidy %	Suggested Fee	Fee Δ
NA	NA	\$40-\$50	\$0
NA	NA	\$125.00	\$0
NA	NA	\$500.00	\$0
NA	NA	\$150.00	\$0
NA	NA	\$450.00	\$0
NA	NA	\$250.00	\$0
NA	NA	\$8.00	\$0
NA	NA	\$34.00	\$0
NA	NA	\$2.00	\$0
NA	NA	\$11.00	\$0
NA	NA	\$64.00	\$0
NA	NA	\$30/month	\$0
NA	NA	\$30/month	\$0
NA	NA	\$2.00	\$0
NA	NA	\$2.00	\$0
NA	NA	\$25.00	\$0
NA	NA	\$24.00	\$0

COMMUNITY SERVICES

#	Description	Current Fee/Charge	Unit	Notes
62	For each day the employee is required to be in attendance at the proceeding pursuant to the subpoena. Required by State Law AB 2727	\$275.00		
63	Sports Plex			
64	Admission (Drop-In Sports)			
65	Includes basketball/volleyball courts, arcade area, ping pong, and turf area fields (based on availability)	\$2.00		
66	Batting Cage Pitching Machine Use Fee			
67	5 minutes (up to 50 pitched balls)	\$5.00		
68	15 minutes (up to 150 pitched balls)	\$10.00		
69	30 minutes (up to 300 pitched balls)	\$15.00		
70	45 minutes (up to 450 pitched balls)	\$25.00		
71	60 minutes (up to 600 pitched balls)	\$30.00		
72	Turf Training Area			
73	30 minutes	\$15.00		
74	60 minutes	\$25.00		
75	Batting Cages Rental			
76	30 minutes	\$10.00		
77	60 minutes	\$25.00		
78	Party Area Reservation			
79	2 hours (does not include admittance fee)	\$25.00		
80	Batting Cage Pitching Machine Use Fee			
81	30 minutes (up to 300 pitched balls)	\$15.00		
82	60 minutes (up to 600 pitched balls)	\$20.00		
83	Basketball/Volleyball Court Reservation			
84	30 minutes	\$15.00		
85	60 minutes	\$20.00		
86	Turf Area Reservation			
87	30 minutes	\$15.00		
88	60 minutes	\$20.00		
89	Private Facility Rental			
90	Per hour	\$150.00		
91	Programming/Competition Facility Rental			
92	Per hour	\$120.00		
93	Event Support Staff Service Charge	\$35.00	per hour	
94	Team Packages for Batting Cages (Baseball/Softball Packages)			

Full Cost	Subsidy %	Suggested Fee	Fee Δ
NA	NA	\$275.00	\$0
NA	NA	\$2.00	\$0
NA	NA	\$5.00	\$0
NA	NA	\$10.00	\$0
NA	NA	\$15.00	\$0
NA	NA	\$25.00	\$0
NA	NA	\$30.00	\$0
NA	NA	\$15.00	\$0
NA	NA	\$25.00	\$0
NA	NA	\$10.00	\$0
NA	NA	\$25.00	\$0
NA	NA	\$25.00	\$0
NA	NA	\$15.00	\$0
NA	NA	\$20.00	\$0
NA	NA	\$15.00	\$0
NA	NA	\$20.00	\$0
NA	NA	\$15.00	\$0
NA	NA	\$20.00	\$0
NA	NA	\$150.00	\$0
NA	NA	\$120.00	\$0
NA	NA	\$35.00	\$0

COMMUNITY SERVICES

#	Description	Current Fee/Charge	Unit	Notes
95	Bronze Package- 2 hours, 1 cage	\$30.00		Addl cages \$10
96	Silver Package - 3 hours, 1 cage	\$45.00		Addl cages \$10
97	Gold Package- 4 hours, 2 cages	\$120.00		Addl cages \$10
98	Soccer/Football Packages			
99	Bronze Package - 2 hours	New		
100	Silver Package - 3 hours	New		
101	Gold Package - 4 hours	New		
102	Basketball/Volleyball Packages			
103	Bronze Package - 2 hours	New		
104	Silver Package - 3 hours	New		
105	Gold Package - 4 hours	New		
106	One year banner sponsorship	\$400.00		
107	City Sponsored Activities/Tournaments	\$5.00	per person	
108	Public Facility Rental	\$125.00	per hour	
109	Access Card for Pitching Machine - 30 minutes plus entry fee (includes 5 passes)	New		
110	Access Card for Pitching Machine - 60 minutes plus entry fee (includes 5 passes)	New		
111	Senior Center			
112	Annex - Maximum Capacity 185			
113	General Public	\$82.00	Per Hour	
114	Non-profit	\$72.00	Per Hour	
115	Dinuba Senior Center Member	\$64.00	Per Hour	
116	Social Hall - Maximum Capacity 185			
117	General Public	\$82.00	Per Hour	
118	Non-profit	\$72.00	Per Hour	
119	Dinuba Senior Center Member	\$64.00	Per Hour	
120	Activity Rooms (A-1 or A-2)			
121	General Public	\$45.00	Per Hour	
122	Non-profit	\$40.50	Per Hour	
123	Dinuba Senior Center Member	\$36.00	Per Hour	
124	Kitchen			
125	General Public	\$25.00	Per Hour	
126	Non-profit	\$22.50	Per Hour	
127	Dinuba Senior Center Member	\$20.00	Per Hour	

Full Cost	Subsidy %	Suggested Fee	Fee Δ
NA	NA	\$70.00	\$40
NA	NA	\$95.00	\$50
NA	NA	\$150.00	\$30
NA	NA	\$40.00	NA
NA	NA	\$65.00	NA
NA	NA	\$90.00	NA
NA	NA	\$40.00	NA
NA	NA	\$65.00	NA
NA	NA	\$90.00	NA
NA	NA	\$400.00	\$0
NA	NA	\$5.00	\$0
NA	NA	\$125.00	\$0
NA	NA	\$50.00	NA
NA	NA	\$120.00	NA
NA	NA	\$82.00	\$0
NA	NA	\$72.00	\$0
NA	NA	\$64.00	\$0
NA	NA	\$82.00	\$0
NA	NA	\$72.00	\$0
NA	NA	\$64.00	\$0
NA	NA	\$45.00	\$0
NA	NA	\$40.50	\$0
NA	NA	\$36.00	\$0
NA	NA	\$25.00	\$0
NA	NA	\$22.50	\$0
NA	NA	\$20.00	\$0

COMMUNITY SERVICES

#	Description	Current Fee/Charge	Unit	Notes
128	Kitchen with Social Hall	\$50.00		
129	Courtyard			
130	General Public	\$40.00	Per Hour	
131	Non-profit	\$36.00	Per Hour	
132	Dinuba Senior Center Member	\$32.00	Per Hour	
133	Other Fees			
134	Ceramics Class	\$25.00	Per every 10 classes	
135	Newsletter mailing	\$10.00	Annually	
136	Kiln Firing	\$35.00	Per Firing	
137	Lunch for Senior Citizens	\$1.50	Per lunch	

Full Cost	Subsidy %	Suggested Fee	Fee Δ
NA	NA	\$50.00	\$0
NA	NA	\$40.00	\$0
NA	NA	\$36.00	\$0
NA	NA	\$32.00	\$0
NA	NA	\$25.00	\$0
NA	NA	\$10.00	\$0
NA	NA	\$35.00	\$0
NA	NA	\$1.00	\$0

PUBLIC WORKS SERVICES

#	Description		Current Fee/Charge	Unit	Notes
1	Account Name Change	Account name change	\$15.00		
2	Backflow Prevention Annual Administrative Fee	Annual letter notifying user/owner of ea. Assembly	\$34.00		
3	Backflow Prevention New	3/4 inch to 2 inch device	\$160.00		
	-Install. Testing & Inspection fee	2-1/2 inch to 4 inch device	\$202.00		
		4-1/2 inch to 8 inch device	\$252.00		
4	Backflow Prevention Testing Fee	3/4 inch to 2 inch device	\$177.00		+ cost of parts
	Testing for Non-compliance	2-1/2 inch to 4 inch device	\$228.00		+ cost of parts
	Performed by City Staff	4-1/2 inch to 8 inch device	\$278.00		+ cost of parts
5	Commercial/Residential Steam Cleaning Cart		New		+ actual costs
6	Construction Water Meter Charges (SFD) Deposit	Charge for water usage/New SFD	\$100.00		Water Usage
7	Construction Water Meter Charges (Other) Deposit	Hydrant Meter	\$1,050.00		Water Usage
8	Contaminated Cart	trash in wrong cart	New		+ actual costs
9	Cut Lock	Cut lock	\$33.00		+ cost of lock
10	Deposit (Residential Tenant)	Deposit for Tenant - New utility service	\$183.00		
11	Deposit (Commercial)	Deposit for new utility service	\$236.00		
12	New Utilities Account Set-up	Account Set-up Fee for Water, Sewer and Disposal	\$32.00		
13	New Water Meter Set	1 inch line	\$98.00		+ cost of meter
		2 inch line	\$445.00		+ cost of meter
14	Sample to Lab	Owner request	\$151.00		+ lab cost
15	Tampered Meter	Staff's time to address Tampered meter	\$73.00		+ citation fees and Cost of Meter
16	Unauthorized Water Turn On	Unauthorized turn on	\$32.00		+ citation fees
17	Utility Bill Past Due Fee	payment for utility bill received after due date	New		
18	Water Delinquent Turn on/off	Reconnection fee	\$32.00		
19	Water Delinquent Turn on/off (After Hours - 2hr min. call out)	After hours turn on/off fee	\$149.00		(2hr minimum call out)
20	Water Meter Check /Change out Meter	Water Meter Test	\$67.00		
21	Water Service Connection	3/4", 1", 1.5" & 2" line (minor)	\$2,580.00		+cost of meter
		3/4", 1", 1.5" & 2" line (major)	\$2,580.00		+cost of meter
22	Water Quality Check	2nd inspection per year	\$75.00		
23	Yard Sale Permit	permit for 2nd yard sale in calendar year	New		
24	DISPOSAL FUND				
25	Misc. Disposal 2nd Request	Process Misc. Customer Disposal Request	\$15.00		+ actual cost
26	Spill/Roadway Debris Clean-up	Spill / Roadway Debris Clean-up	Actual Cost		

Full Cost	Subsidy %	Suggested Fee	Fee Δ
\$19.08	0%	\$19.00	\$4
\$50.20	0%	\$50.00	\$16
\$162.65	0%	\$162.00	\$2
\$224.90	0%	\$224.00	\$22
\$287.14	0%	\$287.00	\$35
\$349.39	24%	\$265.00	\$88
\$442.76	23%	\$342.00	\$114
\$536.13	22%	\$417.00	\$139
\$19.08	0%	\$19.00	NA
NA	NA	\$100.00	\$0
NA	NA	\$1,050.00	\$0
\$19.08	0%	\$19.00	NA
\$79.20	37%	\$50.00	\$17
NA	NA	\$200.00	\$17
NA	NA	\$300.00	\$64
\$57.23	4%	\$55.00	\$23
\$363.22	25%	\$272.00	\$174
\$473.43	0%	\$473.00	\$28
\$373.48	0%	\$373.00	\$222
\$287.14	65%	\$100.00	\$27
\$158.40	37%	\$100.00	\$68
NA	NA	10% of current bill	NA
\$96.16	48%	\$50.00	\$18
\$270.16	26%	\$200.00	\$51
\$294.82	49%	\$150.00	\$83
\$3,067.77	0%	\$3,067.00	\$487
\$4,390.33	12%	\$3,870.00	\$1,290
\$124.49	0%	\$124.00	\$49
\$19.08	-550%	\$124.00	NA
\$19.08	0%	\$19.00	\$4
\$0.00		Actual Cost	\$0

POLICE

#	Description		Current Fee/Charge	Unit	Notes
1	Emergency Response Fee	Emergency resp. for DUI arrest	\$515.00		up to \$10,000
2	ABC Review	Review for alcohol license	\$33.00		
3	Noise Disturbance	Complaint for noise disturbance	\$92.00		
4	False Alarm Response - 1st call	False alarm calls/bus./residential	\$48.00		
5	False Alarm Response - 2nd call	False alarm calls/bus./residential	\$93.00		
6	False Alarm Resp. - 3rd & thereafter	False alarm calls/bus./residential	\$135.00		
7	VIN Verification	Verify VIN number	\$49.00		
8	Records Check	Records Search Criminal History	\$23.00		
9	Fingerprints (City Fee)	Provide fingerprints	\$13.00		
10	Fingerprints (DOJ Fee)***	Provide fingerprints	\$32.00		
11	Accident Reports	Accident & Investigation Report	\$23.00		
12	Citation Sign-Offs	Correction of Vehicle Violations	\$11.00		
13	Correctable Citations	Admin Fee	\$15.00		
14	Stored Vehicle Release	Provide release of stored vehicle	\$126.00		
15	Vehicle Repo Release	Form fee	\$15.00		
16	Special Police Services	Security Services/Reserves	\$30.00	hour	
17	Special Police Services	Police Officer - Event Patrol	New	hour	Only when available
18	Special Police Services	Police Sergeant - Events	New	hour	Only when available
19	Special Police Services	Funeral Escort	\$84.00		
20	Vehicle for Sale Permit	Permit for sale of vehicle	\$0.00		
21	Crime Report Copies	Provide copies of crime reports	\$48.00		
22	Duplication of Digital Media	Photo, audio, video recordings	\$1.00		
23	Duplication of Digital Media	Digital Media Reproduction - PRA	\$1.00		
24	Duplication of Digital Media	Digital Media Reproduction - Commerical	\$1.00		
25	Citation Copies	Provide additional copy of citation	\$11.00		
26	Animal Recovery/Return	Animal Pickup/Transport	\$91.00		

Full Cost	Subsidy %	Suggested Fee	Fee Δ
Variable	NA	Actual Cost	Variable
\$33.00	0%	\$33.00	\$0
NA	NA	\$92.00	\$0
NA	NA	\$48.00	\$0
NA	NA	\$93.00	\$0
NA	NA	\$135.00	\$0
\$49.00	0%	\$49.00	\$0
\$23.00	0%	\$23.00	\$0
\$16.08	0%	\$16.00	\$3
NA	NA	\$32.00	\$0
\$23.00	0%	\$23.00	\$0
\$12.86	7%	\$12.00	\$1
\$17.15	1%	\$17.00	\$2
\$126.00	0%	\$126.00	\$0
\$15.00	0%	\$15.00	\$0
Variable	NA	Actual Cost	NA
Variable	NA	Actual Cost	NA
Variable	NA	Actual Cost	NA
\$84.00	0%	\$84.00	\$0
NA	NA	\$0.00	\$0
\$48.00	0%	\$48.00	\$0
Variable	NA	Flash Drive/CD/DVD Actual Costs	NA
Variable	NA	Actual Costs	NA
Variable	NA	Actual Costs	NA
\$11.00	0%	\$11.00	\$0
\$91.00	0%	\$91.00	\$0

POLICE

#	Description		Current Fee/Charge	Unit	Notes
27	Running at Large - 1st offense	Animal running at large	\$46.00		
28	Running at Large - 2nd offense	Animal running at large	\$88.00		
29	Running at Large - 3rd offense	Animal running at large	\$170.00		
30	Nuisance - 1st offense	Respond to complaint	\$53.00		
31	Nuisance - 2nd offense	Respond to complaint	\$101.00		
32	Nuisance - 3rd offense	Respond to complaint	\$204.00		
33	Animal Disposal	Dispose of dead animals	\$46.00		
34	Animal License Tags Required	Citations for no license tags	\$23.00		
35	Animal License Required	Failure to license dog	\$27.00		
36	Animal Cruelty Investigation	Investigate complaint of cruelty	\$142.00		
37	Animal Quarantine	Bite Investigation/Dog Quarantine	\$120.00		
38	DUI Breath Test ***	DUI arrest breath test fee	\$30.00		DOJ
39	DUI LAB FEE - BLOOD DRAW	GOV CODE 53150-53159	Actual Cost		
40	DUI LAB FEE - ALCOHOL ANALYSIS	GOV CODE 53150-53159	Actual Cost		
41	DUI LAB FEE - DRUG SCREEN	GOV CODE 53150-53159	Actual Cost		
42	Towing Fee	Towing fee	\$200.00		At Tow Yard
43	Storage Fee	Per day storage fee for towed vehicle	\$65.00		At Tow Yard
44	Wide/Overweight/ Long Load (one day permit)	Rev request for permit and establish	\$24.00	day	
45	Graffiti				
46	1st Citation		\$637.00		
47	2nd Citation		\$1,263.00		
48	3rd Citation		\$1,263.00		

Full Cost	Subsidy %	Suggested Fee	Fee Δ
NA	NA	\$46.00	\$0
NA	NA	\$88.00	\$0
NA	NA	\$170.00	\$0
NA	NA	\$53.00	\$0
NA	NA	\$101.00	\$0
NA	NA	\$204.00	\$0
\$46.00	0%	\$46.00	\$0
\$23.00	0%	\$23.00	\$0
\$27.00	0%	\$27.00	\$0
\$142.00	0%	\$142.00	\$0
\$120.00	0%	\$120.00	\$0
NA	NA	\$35.00	\$5
Variable	NA	Actual Cost	\$0
Variable	NA	Actual Cost	\$0
Variable	NA	Actual Cost	\$0
Contracted	NA	\$200.00	\$0
Contracted	NA	\$65.00	\$0
\$24.00	0%	\$24.00	\$0
NA	NA	\$637.00	\$0
NA	NA	\$1,263.00	\$0
NA	NA	\$1,263.00	\$0

FIRE

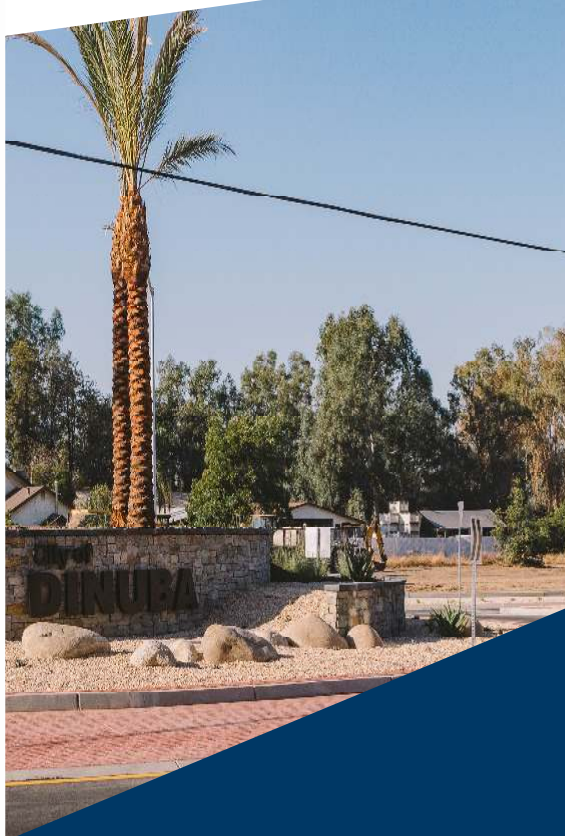
#	Description		Current Fee/Charge	Unit	Notes
1	Fire Reports	Incident Report	New		
		Investigation Report	48.00		
2	Hydrant Testing	Inspect & Test Hydrant	170.00		
3	State Mandated Fire Inspections - Annual	High Rise, Jails, Hospitals, etc...	151.00		
		Schools	No Charge		
4	Annual / Bi-Annual Business Inspection	1st Inspection	No Charge		
		1st Re-Inspection	No Charge		
		2nd Re-Inspection	\$334.00		Admin Citation in Addition
		3rd Re-Inspection	\$556.00		Admin Citation in Addition
		4th Re-Inspection	\$679.00		Admin Citation in Addition
5	New Business Inspection	Commercial Inspection	\$72.00		
		Industrial Inspection	\$151.00		
		1st Re-Inspection	No Charge		
		2nd Re-Inspection	No Charge		
		3rd Re-Inspection	\$334.00		Admin Citation in Addition
		4th Re-Inspection	\$556.00		Admin Citation in Addition
		5th Re-Inspection	\$679.00		Admin Citation in Addition
6	Fire Sprinkler Plan Check and Site Testing	Commercial/Multi Family (Less Than 500 Sprinklers)	\$427.00		
		Commercial/Multi Family (More Than 500 Sprinklers)	\$778.00		
		Residential Plan Check Only	\$186.00		
		Residential Site Inspection and Testing	\$186.00		
7	Fire Alarm Plan Check and Site Testing	Less than 50 devices	\$427.00		
		More than 50 devices	\$809.00		
8	Fire Pump Site Testing	Inspect and test fire pump site	\$131.00		
9	Temporary Membrane Structures, Tents and Canopies	Inspection and permit for tent or air supported structure used for assemblies (occupant load of 50 or more)	\$114.00		
		Inspection and permit of all other tents & canopies	\$85.00	hr	
10	Special hazard use permit	Special Use Permit	\$95.00		
11	Permit - Tank Installation/ Removal	Flammable combination liquid tanks	\$119.00		
12	Tank Plan Review	Flammable combination liquid tanks	\$174.00		
13	Fire Suppression Hood System	Permits, plan review, and testing	\$174.00		
14	Fireworks	Fireworks Stand Inspection	\$35.00		
		Public Fireworks Display Permit	\$151.00		
		Public Fireworks Display Standby (minimum 4 hours)	\$89.00	hr	See Emergency Response Standby
15	Special Events	Booth Inspection (Carnival, Food Vendor)	\$20.00		
		On-site inspection of Carnival/Fair Sites	\$114.00	event	
16	Citations	Possession or use of illegal fireworks (1st Citation)	\$1,500.00		See Municipal Code
		Possession or use of illegal fireworks (2nd Citation)	\$1,500.00		
		Possession or use of illegal fireworks (3rd Citation)	\$1,500.00		
		False alarm calls (3rd and additional Responses)	\$110.00		
17	Emergency Response Stand - by Fee each additional apparatus	Stand -by for first-out apparatus & personnel	\$222.00	hr	See CFAA Agreement
			\$50.00		See CFAA Agreement

Full Cost	Subsidy %	Suggested Fee	Fee Δ
\$36.22	23%	\$28.00	NA
\$54.33	12%	\$48.00	\$0
\$237.66	26%	\$175.00	\$5
\$192.95	9%	\$175.00	\$24
NA	NA	No Charge	\$0
\$131.68	24%	\$100.00	NA
\$96.48	NA	No Charge	\$0
\$131.68	24%	\$100.00	-\$234
\$131.68	24%	\$100.00	-\$456
\$131.68	24%	\$100.00	-\$579
\$192.95	9%	\$175.00	\$103
\$254.22	2%	\$250.00	\$99
NA	NA	No Charge	\$0
NA	NA	No Charge	\$0
\$131.68	24%	\$100.00	-\$234
\$131.68	24%	\$100.00	-\$456
\$131.68	24%	\$100.00	-\$579
\$526.73	10%	\$475.00	\$48
\$930.91	6%	\$875.00	\$97
\$131.68	1%	\$131.00	-\$55
\$254.22	27%	\$186.00	\$0
\$404.19	0%	\$404.00	-\$23
\$808.37	0%	\$808.00	-\$1
\$263.36	34%	\$175.00	\$44
\$263.36	5%	\$250.00	\$136
\$202.09	51%	\$100.00	\$15
\$202.09	53%	\$95.00	\$0
\$202.09	53%	\$95.00	-\$24
\$202.09	53%	\$95.00	-\$79
\$254.22	11%	\$225.00	\$51
\$45.95	24%	\$35.00	\$0
\$404.19	51%	\$200.00	\$49
\$579.93	57%	\$250.00	\$161
\$30.64	35%	\$20.00	\$0
\$263.36	15%	\$225.00	\$111
NA	NA	\$1,500.00	\$0
NA	NA	\$1,500.00	\$0
NA	NA	\$1,500.00	\$0
\$262.91	58%	\$110.00	\$0
\$439.10	32%	\$300.00	\$78
\$225.48	33%	\$150.00	\$100

AMBULANCE SERVICES

#	Description	Current Fee/Charge	Unit
	Ambulance Records	\$30.00	
	Ambulance Rates		
	ALS-1 Base Rate	\$982.00	
	ALS-1 Emergency Base Rate - Resident	\$982.00	
	ALS-1 Emergency Base Rate - Non Resident	\$982.00	
	ALS-2 Base Rate	\$1,194.00	
	BLS Base Rate	\$0.00	
	BLS Emergency Base Rate - Resident	\$0.00	
	BLS Emergency Base Rate - Non Resident	\$0.00	
	Mileage	\$27.00	mile
	Night Fee	\$106.00	
	EKG Heart Monitor	\$106.00	
	Oxygen	\$106.00	
	Disposable Supplies	\$0.00	
	IV Admin.	\$0.00	
	Non-Transport ALS Treatment	New	
	Non-Transport Assessment Charge	New	
	Stand-By (Waiting with Patient/15 min)	New	
	Non-Transport BLS Treatment	New	
	Special Events	Special Event / Stand-by (2 Staff) PER HOUR	
	Medical Training Classes	E.M.T. Basic Full Class	per person
		First Aid, CPR & AED (Full Class)	per person
		First Aid (Full Class)	per person
		CPR & AED (Full Class)	per person
		Pediatric First Aid, CPR & AED (Full Class)	per person
		BLS (Full Class)	per person
		BLS (Skills Testing)	per person
		ACLS (Full Class)	per person
		ACLS (Renewal)	per person
		ACLS (Skills Testing)	per person
		PALS (Full Class)	per person
		PALS (Renewal)	per person
		PALS (Skills Testing)	per person
	Fire Med	Membership	

Full Cost	Subsidy %	Suggested Fee	Fee Δ
\$50.01	40%	\$30.00	\$0
\$3,354.91	43%	\$1,917.00	\$935
\$3,354.91	43%	\$1,917.00	\$935
\$3,354.91	40%	\$2,017.00	\$1,035
\$4,042.06	27%	\$2,949.00	\$1,755
\$2,021.03	49%	\$1,032.00	\$1,032
\$2,021.03	25%	\$1,506.00	\$1,506
\$2,021.03	16%	\$1,706.00	\$1,706
\$45.01	1%	\$44.70	\$18
\$176.71	26%	\$131.00	\$25
\$176.71	26%	\$131.25	\$25
\$176.71	40%	\$106.00	\$0
NA	NA	\$0.00	\$0
NA	NA	\$0.00	\$0
\$1,677.46	50%	\$833.50	NA
\$1,010.52	46%	\$544.00	NA
\$53.19	15%	\$45.00	NA
\$1,010.52	46%	\$544.00	NA
\$338.22	15%	\$288.00	\$0
NA	NA	\$600.00	-\$42
NA	NA	\$98.00	\$45
NA	NA	\$75.00	\$49
NA	NA	\$75.00	\$49
NA	NA	\$75.00	NA
NA	NA	\$75.00	NA
NA	NA	\$35.00	NA
NA	NA	\$200.00	NA
NA	NA	\$110.00	NA
NA	NA	\$60.00	NA
NA	NA	\$60.00	NA
NA	NA	\$110.00	NA
NA	NA	\$60.00	NA
NA	NA	\$65.00	-\$4



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City Council Staff Report

Department: CITY MANAGER'S OFFICE

March 14, 2023

To: Mayor and City Council

From: Maria Alaniz, City Clerk/Human Resources Director

Subject: Local Agency Formation Commission (LAFCO) Board Small City Representative Nomination (MA)

RECOMMENDATION

Council to recommend a representative to the Local Agency Formation Commission (LAFCO) City Selection Committee as a "small city" representative on the LAFCO Board.

EXECUTIVE SUMMARY

The Local Agency Formation Commission (LAFCO) is seeking nominations from the City of Dinuba to serve on LAFCO's Board as a "small city" representative. The City's nomination will be forwarded to the LAFCO City Selection Committee for consideration.

OUTSTANDING ISSUES

None.

DISCUSSION

The LAFCO City Selection Committee approved changes to their Rules of Procedures on January 19, 2022, related to appointments to the LAFCO Board. A copy of the letter from Tulare County and the Appointments, Boards, Authorities, Committees, and Commissions Resolution is attached as Attachment 'A'. One of the main changes to the appointment procedures is that small city representatives on the LAFCO Board will now be on a rotation basis in alphabetical order in order to provide an equal opportunity for small cities to be represented on the LAFCO Board. The appointments of small city representatives have not been rotated automatically in the past.

The City of Woodlake currently represents small cities on the LAFCO Board. The City of Dinuba is next to be considered for a member to serve on the Board. The

City Selection Committee is requesting that the City of Dinuba nominate a member of the City Council to serve on the LAFCO Board through May 1, 2027. The LAFCO Board meets on the first Wednesday of each month.

Staff is requesting that the City Council consider nominating the Mayor or a member of the City Council to serve on the LAFCO Board representing small cities. The nomination will be considered by the City Selection Committee at a meeting scheduled for Wednesday, March 15, 2023, at 4pm.

FISCAL IMPACT

None.

PUBLIC HEARING

None required.

ATTACHMENTS:

A. City Selection Commission

COUNTY OF TULARE
CLERK OF THE BOARD OF SUPERVISORS



JASON T. BRITT

County Administrative Officer/
Clerk of the Board

MELINDA BENTON

Chief Clerk

February 15, 2023

TO: CITY SELECTION COMMITTEE

Dear Mayors:

It is necessary to schedule a meeting of the City Selection Committee to appoint a City Member to the Local Agency Formation Commission (LAFCO)- Small City seat for a term ending May (1st Monday) 2027. Our current Small City representative is Rudy Mendoza, Woodlake.

The meeting will be held on Wednesday, March 15, 2023, at 4:00 p.m. right before the Council of Cities meeting. The meeting will be held at the Visalia Administrator's office located at 220 N. Santa Fe Street, Visalia and will be held in person.

Since this is our first appointment after approving our new Rules of Procedures, I have included a copy for your reference - 30. Appointments to Boards, Authorities, Committees, and Commissions.

If you have any questions, please contact me at mbenton@tularecounty.ca.gov or call me directly at (559) 636-5007.

Thank you.

Sincerely,

/s/ Melinda Benton

Melinda Benton
City Selection Committee Clerk

BEFORE THE CITY SELECTION COMMITTEE
COUNTY OF TULARE, STATE OF CALIFORNIA

RESOLUTION NO. 2022-07

RESOLUTION OF THE TULARE COUNTY CITY SELECTION COMMITTEE
ADOPTING AMENDED AND RESTATED RULES OF PROCEDURE

WHEREAS, the Tulare County City Selection Committee ("City Selection Committee" or "Committee") was established by virtue of Government Code section 50270 *et seq*, for the purpose of appointing representatives to boards, commissions and agencies as required by law; and

WHEREAS, on November 15, 2004, the City Section Committee adopted "Rules of Procedure" to govern the conduct of its meetings and the selection of city representatives as required by Government Code section 50275; and

WHEREAS, the City Selection Committee now wishes to adopt Amended and Restated Rules of Procedure for such purposes.

NOW, THEREFORE, BE IT RESOLVED that the City Selection Committee, by the adoption of this Resolution, hereby adopts Amended and Restated Rules of Procedure for the conduct of its meetings and business as shown on the attached ***Exhibit A***.

* * * * *

THE FOREGOING RESOLUTION was adopted upon motion of Committee member DENNIS MEDEROS, seconded by Committee member STEVE NELSEN, at a regular meeting of the City Selection Committee held on January 19, 2022, by the following vote:

AYES: LAUNER, SALLY, BOYER, CAUDILLO, FLORES, MEDEROS, NELSEN

NOES: NONE

ABSTAIN: NONE

ABSENT: CITY OF WOODKLAKE

ATTEST: JASON T. BRITT, TULARE COUNTY ADMINISTRATIVE OFFICER/
CLERK OF THE TULARE COUNTY BOARD OF SUPERVISORS/ AND
CLERK OF THE TULARE COUNTY CITY SELECTION COMMITTEE

By: /s/ Melinda Benton
Chief Clerk

Exhibit A

AMENDED AND RESTATED RULES OF PROCEDURE OF THE TULARE COUNTY CITY SELECTION COMMITTEE (2022)

In accordance with Government Code section 50275, the following shall constitute the Rules of Procedure ("Rules") of the Tulare County City Selection Committee ("Committee"). The purpose of these Rules is to govern the conduct of the Committee's meetings and its selection of city representatives to Boards, Authorities, Committees, and Commissions in accordance with law.

A. MEMBERSHIP

1. Membership.

The membership of the Committee shall consist of the Mayor of each city within Tulare County. The Mayor of each City serves automatically and *ex-officio* as a member of the Committee and his or her membership expires when he or she no longer serves as Mayor of such City.

2. Alternate.

When a Mayor is unable to attend a meeting of the Committee, he/she shall designate another member of that City's legislative body (City Council) to attend and vote at the meeting in his/her place and as his/her representative.

3. Staff.

Pursuant to Government Code section 50276 as amended from time to time, the Clerk of the Tulare County Board of Supervisors, or his or her duly-appointed deputy ("deputy"), shall act as the permanent secretary and recording officer for Committee. All meetings shall be conducted in the presence of the Clerk of the Tulare County Board of Supervisors or his or her deputy. The Clerk of the Tulare County Board of Supervisors, or his or her deputy, shall hereinafter be referred to as the "Clerk of the Committee" or "Clerk."

The Clerk of the Committee shall (i) certify and keep at the office of the Clerk, or at such other place as the Committee may order, the original or a copy of these Rules, and the other documents provided for below, as amended or otherwise altered; (ii) keep at the office of the Clerk, or at such other place as the Committee may order, a book of minutes of all meetings of the Committee, recording therein the time and place of holding, whether regular or special, and, if special, how authorized, the notice thereof given, and the

proceedings there at; (iii) see that all notices are duly given in accordance with the provisions of these Rules, or as required by law; (iv) be custodian of the records of the Committee; (v) exhibit at all reasonable times to any Committee member, upon application, the Rules and minutes of the proceedings of the Committee; and (vi) in general, perform all duties of the office of Clerk of the Committee required by these Rules or as required by law, and such other duties as may from time to time be reasonably assigned to such office by the Committee or the Chair.

B. MEETINGS

4. Regular and Special Meetings.

The Committee shall hold regular meetings quarterly each calendar year. Regular meetings may be postponed or cancelled by the Chair and/or Clerk of the Committee if the Chair and/or Clerk of the Committee reasonably determines there is no business for the Committee to conduct at such regular meeting. Such regular meetings shall be held on the same date and in the same location as regular meetings of the Tulare Council of Cities and shall be convened immediately before or after such meetings, as the Chair and/or Clerk of the Committee shall determine. All regular meetings shall be held in accordance with the Ralph M. Brown Act, Government Code section 54950 et seq. as amended from time-to-time (hereinafter referred to the "Brown Act"). All special meetings shall be called by the Chair and held in accordance with the Brown Act and Government Code section 50277 as amended from time to time. Notice of all meetings shall be given in accordance with the Brown Act and Government Code section 50278, as amended from time to time.

5. Meetings to be Public.

All regular, special, and emergency meetings of the Committee shall be open to the public, except for such closed sessions, which may be held in private, in accordance with the Brown Act.

6. Study Sessions.

The Committee shall have the right at any time to assemble in a special or adjourned regular meeting, so as to be apprised of the various matters coming up at its meetings and obtain such detailed information in regard thereto as will enable them to dispose of such matters more intelligently at its meetings. Study sessions may be placed on the agenda and held as part of a regular or special meeting or may be noticed for a different date, time, and place by reference in the agenda of a regular meeting. All study sessions shall be open to the public.

7. Closed Sessions.

The Committee may hold closed sessions during any meeting provided the requirements pertaining to closed sessions set forth in the Brown Act are met. The Committee shall cause to be reported to the extent required by the Brown Act any action taken in closed session.

8. Teleconferencing.

The Committee shall have the right at any time to use teleconferencing for the benefit of the public and the Committee in connection with any meeting. Teleconferencing is defined as a meeting of the Committee wherein members of the Committee are in different locations, connected by electronic means, through either audio or video, or both. Attendance of any meeting by teleconferencing shall be consistent with the Brown Act or other applicable law

9. Contacts, Conferences, Seminars, or Programs, which do not constitute a Meeting.

Certain activities do not constitute a meeting subject to the Brown Act. Such activities are not subject to these Rules. These activities include the following:

- a. Individual (solitary) contacts or conversations between a Committee member and any other person, including another Committee member.
- b. Activities when attended by a majority of the Committee members, provided that business of a specified or specific nature that is within the subject matter jurisdiction of the Committee is not discussed among the Committee themselves other than as part of the scheduled program, as follows:
 - i. A conference or similar gathering open to the public that involves a discussion of issues of general interest to the public or public agencies of the type represented by the Committee;
 - ii. An open and publicized meeting organized by someone other than the Committee to address a topic of local concern; and
 - iii. An open and noticed meeting of another body of another agency.
- c. Provided that Committee members who are not members of the standing committee attend only as observers and do not participate in the proceedings by

making statements, asking questions, or discussing issues among themselves, an open and noticed meeting of a standing committee of the Committee attended by a majority of Committee members.

- d. Provided that the Committee members do not discuss business of a specific nature under their jurisdiction among themselves other than as part of the scheduled program, attendance by a majority of Committee members at a purely social or ceremonial occasion or function.
- e. Such other activities as may from time-to-time be identified by the Brown Act or other applicable law as falling outside of the definition of a meeting.

10. Facilities for Meetings.

Except as otherwise provided by action of the Committee when authorized by Government Code Section 54954 or other applicable law, all meetings and study sessions of the Committee shall take place in the same place of the regular meetings of the Tulare Council of Cities. All meetings shall be held within Tulare County, unless authorized to be held outside of Tulare County pursuant to Government Code Section 54954 or other applicable law. The Committee shall not conduct any meetings or study sessions in any facility where admittance of any member of the public is restricted on the basis of a characteristic protected by law or when members of the public may not be present without making a payment or purchase.

11. Conduct of Public Hearings.

To the extent that the Committee by law may be required to hold a public hearing, the following rules shall apply: The Committee in setting the time and place for public hearings may state the amount of time to be devoted to the public hearing. Anyone desiring to speak to the Committee on the subject of the public hearing may submit a written request therefore in advance of the meeting, however, a written request is not required to speak at a public hearing. Persons submitting such requests will be heard as time permits in the order determined by the Committee. In the conduct of the public hearing, the Presiding Officer may limit the amount of time any person may address the Committee and may direct those making the presentations to avoid repetition in order to permit maximum information to be provided the Committee within the time allotted to the presentations.

12. Continuance of Hearings.

Any hearing being held, or noticed, or ordered to be held may be continued one or more times to any subsequent meeting or meetings.

13. Public Comment during Regular Meetings.

The Committee shall accept public comment on any matter within its jurisdiction during its regular meetings at the time set on the agenda for public comment and on any specific item on its agenda at the time the Committee takes up such matter in accordance with the Brown Act. The Committee hereby adopts the following regulations for public comment at its regular meetings:

- a. A period of time, herein called the "Public Comment Period", for the public to comment on matters within the jurisdiction of the Committee that are not otherwise on that meeting's agenda, shall be posted on each agenda of a regular meeting. A total of fifteen minutes shall be allotted for the Public Comment Period.
- b. During that period, comments will be received in accordance with the following:
 - i. In general, such public comment will be taken near the beginning of the meeting but this time may be changed at any regular meeting at the discretion of the Presiding Officer.
 - ii. Subject to the discretion of the Presiding Officer set forth herein, each member of the public shall have up to three (3) minutes to address the Committee. The Presiding Officer may grant additional time or, if it appears that all members of the public desiring to comment cannot comment within the allotted times, the presiding officer may shorten the individual comment time or extend time allotted for the Public Comment Period.
 - iii. Only comments pertaining to matters within the jurisdiction of the City Selection Committee or pertaining to items on the consent portion of the Committee's agenda shall be allowed during the Public Comment Period. Comments on other items on the agenda will not be allowed at this time except with the permission of the Presiding Officer.
 - iv. Subject to the option of the Presiding Officer, members of the public shall generally be permitted to comment on a first come first served basis. In order to determine the order of comment, an optional sign-up sheet may be posted at the entrance to the meeting room. The optional sign-up sheet shall clearly state that the signing, registering or completion of the sign-up sheet is voluntary and that all persons may attend the meeting regardless of whether a person signs in.

- v. In addressing the Committee, the members of the public shall follow the protocol set out in Section 22 below.
 - c. Public comment on specific items not on the consent portion of the agenda shall be permitted at the time the Committee takes up such item for consideration unless the Presiding Officer gives permission for public comments on this item to be made during the Public Comment Period. Public comments on specific items not on the consent portion of the calendar will be received in accordance with the following:
 - i. Members of the public shall be permitted to comment in the order determined by Presiding Officer.
 - ii. Members of the public shall have up to three (3) minutes to address the Committee unless additional time is granted by the Presiding Officer. If it appears that all members of the public desiring to comment cannot comment within the allotted times without disrupting the Committee's agenda, the Presiding Officer shall have the option to shorten the individual comment time.
 - iii. In addressing the Committee, members of the public shall follow the protocol set out in Section 22 below.
14. Public Comment during Special Meetings and Emergency meetings.
- a. In accordance with the Brown Act, there will not be a separate Public Comment Period during special meetings and no comments on matters within the Committee's jurisdiction will be allowed unless the matter is listed as an item on the agenda. Members of the public will be allowed to comment on specific items on the agenda in accordance with protocols set out in Section 113(c) above.
 - b. In accordance with the Brown Act, there will not be a separate Public Comment Period during emergency meetings.

C. COMMITTEE AGENDAS

15. Agenda Items.

Items will only be placed on the Committee's agenda at the direction of the Chair or, in his or her absence, the Vice Chair or the Clerk of the Committee pursuant to a request by a Committee member, the Clerk of the Committee, or a City staff person. However, upon written request by not less than 50% of the membership of the Committee, any item within the jurisdiction of the Committee shall be placed on the agenda. Except as otherwise allowed by law, no ordinance, resolution, or item shall be brought before the Committee for action at a regular meeting without having prior thereto been placed upon a written agenda or agenda addendum furnished to each member of the Committee and posted seventy-two hours prior to such regular meeting.

16. Preparation of Agenda.

Not later than seventy-two hours prior to any regular meeting, or at such earlier time as the Chair may, from time to time, specify, the Clerk of the Committee shall prepare and furnish to each member of the Committee and to such other persons as are entitled thereto or as the Committee shall designate, a written agenda and supporting materials and, if necessary, agenda addendum for such regular meeting. Such agenda, supporting materials, and any agenda addendum shall also be available to the press and the public prior to the meeting as provided by law.

17. Posting of Agenda.

Not later than seventy-two hours prior to any regular meeting, the agenda and any agenda addendum shall be posted at the public notice board on the outside of the Tulare County Administrative Office Building, 2800 West Burrel in Visalia, California. If the meeting includes any teleconferencing or if the meeting is held at a different location, then the Agenda and any agenda addendum shall also be posted in accordance with applicable law.

18. Off Agenda Items.

No action may be taken on any item not appearing on the posted agenda except as follows:

- a. Upon a determination by a majority vote of the Committee that an emergency situation exists, as defined by Section 54956.5 of the Government Code.

- b. Upon a determination by four-fifths vote of the Committee, or, if less than the full Committee is present, a unanimous vote of those members present, that there is a need to take immediate action and that the need to take action came to the attention of the Committee subsequent to the agenda being posted.
- c. The item had been previously posted as required for a meeting occurring not more than five (5) calendar days prior to the meeting and the item had been continued to this meeting.
- d. Committee referrals of items to staff for investigation and report to the Committee are not deemed to be action by the Committee which requires placement on the agenda; nor shall a direction to staff to place a matter of business on a future agenda.

D. CONDUCT OF MEETINGS

19. Consent Calendar.

The Chair or Clerk of the Committee may place items on a consent calendar on the agenda for action by the Committee. The consent calendar shall consist of those matters appearing to the Chair or Clerk of the Committee to be of a routine nature. Upon the motion of any member of the Committee, all items placed upon the consent calendar may be acted upon together, and each shall be deemed to have received recommended action, except that if any member of the Committee requests that a particular item be removed from the consent calendar, such item shall be heard and acted upon separately on the regular agenda. A Committee member who must abstain from voting on a particular consent calendar item may vote on the consent calendar as a whole after identifying the particular item and announcing the reason for abstention, except that said vote will not apply to the consent calendar item to which abstention has been announced and applies.

20. Order of Business.

At each meeting, the business of the Committee shall be taken up for consideration and disposition as set forth in the agenda, unless the order is changed by the Presiding Officer.

21. Call to Order - Presiding Officer.

The Chair, or in the absence of the Chair, the Vice-Chair shall take the chair at the hour appointed for the meeting and shall call the Committee to order. Upon arrival of the Chair, the Vice-Chair shall immediately relinquish the chair at the conclusion of the business immediately before the Committee. In the absence of the Chair or Vice-Chair, the Clerk of the Committee shall be deemed the temporary Chair and shall call the Committee to

order. Upon the arrival of the Chair or Vice-Chair, the temporary Chair shall immediately relinquish the chair at the conclusion of the business immediately before the Committee. The person holding the chair in accordance with this rule is deemed the Presiding Officer for purposes of these Rules.

22. Manner of Addressing Committee - Time Limit.

- a. Protocol: Each person addressing the Committee shall stand at the podium and give his/her name and address in an audible tone of voice for the record. As set out above, the Presiding Officer may limit the time of any person addressing the Committee. All remarks shall be addressed to the Committee as a body and not to any member thereof. No person, other than the Committee, Clerk of the Committee and the person having the floor, shall be permitted to enter into any discussion, either directly or through a member of the Committee, without the permission of the Presiding Officer. No question shall be asked of a member of the Committee or of staff except through the Presiding Officer.
- b. Protocol for Groups of Persons. Whenever any group of persons wishes to address the Committee on the same subject matter, it shall be proper for the Presiding Officer to request that a spokesperson be chosen by the group to address the Committee and in case additional data or argument is to be presented at the time by another member of said group, to limit the number of persons so addressing the Committee and the scope of their remarks so as to avoid unnecessary repetition.

23. Decorum.

- a. By Committee members: While the Committee is in session, the members must preserve order and decorum, and a member shall not, by conversation or otherwise, delay or interrupt the proceedings or the peace of the Committee nor disturb any member, nor refuse to obey the orders of the Committee, or the Presiding Officer, except as otherwise herein provided.
- b. By Other Persons: No member of the public shall approach the Committee while the Committee is in session, unless specifically allowed to do so by the Presiding Officer. Any message to or contact with, any member of the Committee while the Committee is in session shall be through the Clerk or Presiding Officer. Unruly conduct, such as undue noise, hissing, profanity, insults, derogatory racial, sexual, ethnic, and similar slurs, or physical disturbance shall not be permitted. Any person making such personal, impertinent, or slanderous remarks or who becomes boisterous while addressing the Committee may be forthwith barred by the Presiding Officer from further audience before the Committee at the meeting,

unless permission to continue is granted by a majority vote of the Committee. However, public criticism of the Committee or its policies, procedures, programs, services or of the acts or omissions of the Committee or Committee staff shall be allowed as required by the Brown Act.

- c. Communication Devices. The ring or other audible notice features on private electronic communication devices shall be turned off in the Committee's meeting location rooms while the Committee is in session. Use of such devices audible to the Committee, Committee staff or other members of the public in the Committee's meeting location rooms while the Committee is in session is prohibited and the Presiding Officer may order the user removed.
- d. Recording or Broadcasting: Any person attending a meeting of the Committee shall have the right to record or broadcast any meeting, with the exception of closed sessions, with an audio or video tape recorder, a still or motion picture camera, or other recording or broadcasting devices. However, recording or broadcasting of the public proceedings may be prohibited if the Committee makes a reasonable finding that the recording or broadcasting cannot continue without noise, illumination, or obstruction of view that would constitute a persistent disruption of the proceedings. To this end, the Presiding Officer, Clerk of the Committee, or the Committee as a whole may direct such recording or broadcasting activity to be done in such a way or the equipment be so positioned in the meeting facilities that the impacts of such activity are minimized so as not to constitute persistent disruption of the proceedings

24. Enforcement of Decorum.

All law enforcement officers shall be sergeants-at-arms of the Committee meetings. Such person, or persons, shall carry out all orders and instructions given by the Presiding Officer for the purpose of maintaining order and decorum at the Committee meetings. Upon instructions of the Presiding Officer, it shall be the duty of the sergeants-at-arms to remove and/or place any person who violates the order and decorum of the meeting under arrest and may cause them to be prosecuted under provisions of applicable law.

25. Interruption of meeting - Continuation.

In the event that any meeting is willfully interrupted by a person, group, or groups of persons, so as to render the orderly conduct of such meeting unfeasible, and order cannot be restored by removal of individuals who are interrupting the meeting, the members of the Committee may order the meeting room cleared and continue in session. Only matters appearing on the agenda may be considered in such a session. Duly accredited

representatives of the press and other news media, except those participating in the disturbance, shall be allowed to attend any such session. As a matter of public policy, it is in the public interest to allow duly accredited representatives of the press or other news media who were not involved in the disruption to attend the sessions from which members of the general public have been excluded by reason of a willful disturbance. The Committee may direct the sergeant-at-arms to readmit any individual, or individuals, who in their judgment were not responsible for interrupting the orderly conduct of the meeting.

E. DUTIES AND PRIVILEGES OF COMMITTEE MEMBERS

26. Annual Reorganization.

At the regular meeting of the Committee held in the first quarter of each calendar year, the Committee shall select one of its members as Chair and one as Vice-Chair for the calendar year. Such selections shall be made by designating the City the Mayor of which will hold each seat and shall be upon motion, second and affirmative vote of representatives of a majority of the number of cities within Tulare County entitled to representation on the Committee, i.e., not less than five (5) affirmative votes. The terms of the new Chair and Vice Chair shall begin immediately following their selections. The terms of office of the Chair and Vice-Chair shall each be for one (1) calendar year but each may continue to serve in office until their respective successors are seated, provided that they continue to be members of the Committee during such time period.

27. Seating Arrangement.

The Committee members shall select their respective seats in the order of their relative seniority in office and shall occupy seats so selected until the next regular reorganization of the Committee; provided, however, that any two members may exchange seats at any time by mutual consent.

28. Rules of Debate.

- a. The Presiding Officer may debate, vote, and make or second a motion while acting as Presiding Officer. The Presiding Officer shall not be deprived of any of the rights and privileges of a Committee member by reason of acting as the Presiding Officer.
- b. Obtaining the Floor - Improper References to be Avoided: Every member desiring to speak shall address the chair, and upon recognition by the Presiding Officer shall confine themselves to the question under debate, avoiding all indecorous language as described above.

- c. Interruptions. Members, once recognized, shall not be interrupted when speaking unless it is to call them to order. A member called to order while speaking shall cease speaking until the question or order can be determined.
- d. Restriction of Discussion. Except for purposes of inquiry, a brief response to an inquiry or statement made by a member of the public or furnishing information to the Committee, Committee members shall speak only to a subject which is a part of a duly introduced motion, resolution, or ordinance and when recognized by the Presiding Officer.

29. Voting.

- a. Quorum. Representatives of a majority of the number of cities within Tulare County entitled to representation on the City Selection Committee shall constitute a quorum of the Committee, i.e., not less than five (5) members; provided however that majority vote of the representatives of the number of cities within Tulare County entitled to representation on the City Selection Committee shall be necessary to appoint representatives to boards, commissions, committees, or agencies in accordance with Government Code section 50272, i.e., not less than five (5) affirmative votes. Except as otherwise provided in these Rules or state law, all other actions of the Committee may be taken upon the affirmative votes of a majority of the quorum present and voting at the meeting. Whenever a quorum is not present at a meeting, the meeting shall be postponed or adjourned to a subsequent time and place, as determined by the Presiding Officer.
- b. Abstention. It shall be the duty of each Committee member present at a meeting of the Committee to cast a vote "aye" or "nay" unless excused from voting because:
 - i. Of a personal or pecuniary interest in the matter under consideration; or
 - ii. The law otherwise declared the member's participation to be a conflict of interest; or
 - iii. They are disqualified by reason of absence from the hearing of a matter the decision on which under the law must be based upon findings supported by testimony and/or other evidence introduced in the proceeding.

If a Committee member is excused from voting, the abstention shall not be counted as either an "aye" or "nay" vote.

Nothing herein is intended to abrogate the judicially declared "rule of necessity" adopted in the State of California, pertaining to the duty of members of public legislative and administrative bodies to vote on matters, which require their action.

- c. Vote Held Open. In instances of proclamations and commendatory resolutions, the Clerk may, upon the direction of the Committee members present hold open the vote on the issue, to allow an absent Committee member to approve such proclamation or commendatory resolution.

30. Appointments to Boards, Authorities, Committees, and Commissions.

a. General.

- i. Authority for appointments to boards, authorities, committees, and commissions shall reside in the sole discretion of the Committee as a whole except where otherwise provided by statute, ordinance, the provisions of a joint powers agreement, or these Rules. When an appointment relates to a board, authority, committee, or commission whose jurisdiction is less than countywide, then the Committee members who encompass said jurisdiction may recommend an appointment to the remainder of the Committee.
- ii. For appointments to new terms on boards, authorities, committees, and commissions for which the appointment may be made from any city within the County, the Committee in its discretion may select any Mayor or other member of a City Council for such appointment. To provide greater transparency in the Committee's appointments process and allow additional time for Committee members to consider such decisions while complying with the Brown Act, the Committee adopts the following process as its primary method for considering nominations for such open appointments:
 - (a) The Clerk of the Committee shall give at least 30 days' advance written notice to Committee members and the City Managers or Administrators of each City of all such appointments to be requested of the Committee. Each Committee member may then submit to the Clerk of the Committee his or her written

nominations of eligible persons to fill such positions. Such written nominations shall be submitted to the Clerk of the Committee only and the Clerk of the Committee in turn shall transmit copies of all such written nominations to the Committee members as part of the Clerk of the Committee's distribution of agenda materials for the relevant Committee meeting.

- (b) At the relevant Committee meeting, when the agenda item requesting such appointment is called, then the Presiding Officer shall first entertain any written nominations in the order received by the Clerk of the Committee as motions for appointment, accept any seconds to the written nominations, and call the question on such motions. If no written nominations are received or if motions for such appointments fail, then the Presiding Officer may accept nominations and seconds from the floor and proceed accordingly with voting on the appointments.

- b. Vacancies. The Clerk of the Committee shall notify Committee members and the City Managers or Administrators of each City of all mid-term vacancies on boards, authorities, committees, and commissions for which appointment may be made by the Committee. For the sake of continuity in representation, whenever a mid-term vacancy occurs in any position appointed by the Committee, the Mayor from the same city as the previous appointee, or a City Council member selected by that Mayor, shall automatically be deemed appointed as a replacement for the vacated position. The Mayor shall promptly notify Committee members and Clerk of the Committee of the identify of the person deemed appointed to such position. If for any reason the Mayor and all City Council members from that same City decline to accept such appointment, then the Committee may appoint any Mayor or City Council member otherwise eligible for such appointment. The person so appointed shall serve for the balance of the then-current term of appointment.

- c. Certain Committees and Commissions.

In accordance with past practices of the Committee,

- i. Certain appointments made by the Committee have been designated as being for representatives of the "large cities" or "small cities" within the County. For this purpose, the Cities of Visalia, Tulare, and Porterville have been deemed to be the large cities and the Cities of Dinuba, Exeter, Farmersville, Lindsay, and Woodlake have been deemed to be the small cities.

- ii. The appointments of the large city representatives have been rotated among the large cities automatically, beginning with the City of Visalia, followed in order by Tulare, and then Porterville.
 - iii. These past practices are hereby adopted, ratified, and made a part of these Rules.
 - iv. The appointments of the small city representatives have not been rotated automatically among the small cities in the past, but in order to provide an equal opportunity for all of the small cities to be represented on such boards, authorities, committees, and commissions, it is agreed that henceforth the appointment of small city representatives shall be rotated automatically among the small cities. To implement such a rotation, the next appointment for a new term of such a position shall be the Mayor or a City Council member from the small city next in alphabetical order following the previous appointee. For example, if the previous small city representative was from the City of Dinuba, then the next appointee to the position shall be from the City of Exeter, and so on in alphabetical order.
 - v. If for any reason the Mayor and all City Council members from that City decline to accept an automatic appointment to a large city or small city position, then the next City in the applicable rotation shall be entitled to have its Mayor or a member of its City Council appointed to such position.
- d. The Clerk of the Commission shall promptly notify the applicable board, authority, committee, or commission of all appointments made by the Committee hereunder.

31. Votes shall be recorded.

All votes and proceedings of the Committee shall be recorded by the Clerk of the Committee in accordance with Government Code section 50276 and the Brown Act. The written record of any vote or action taken by the Committee shall include the name of each member voting and how he or she voted. Written records of the Clerk of the Committee and Committee meeting minutes shall be public records.

F. COMMITTEE PROCEDURES

32. Precedence of Motions.

When a question is before the Committee, no motion shall be entertained except:

- a. To adjourn;
- b. To lay on the table;
- c. For the previous question;
- d. To postpone to a certain day;
- e. To refer;
- f. To amend;
- g. To substitute;
- h. To postpone indefinitely.

These motions shall have the precedence in descending order indicated. Any such motion, except a motion to adjourn, amend or substitute, shall be put to a vote without debate.

33. Motions and Resolutions to be Stated by Chair.

When a motion or resolution is made and seconded, it shall be stated by the Presiding Officer before debate and voting.

34. Withdrawal of Motions.

A motion may not be withdrawn by the mover without consent of the second.

35. Motions Out of Order.

The Committee, by majority vote, may permit a member to introduce an ordinance, resolution, or motion out of the regular order of the agenda.

36. Motion to Adjourn - When Not in Order - When Debatable.

A motion to adjourn shall be in order at any time, except as follows:

- a. When repeated without intervening business or discussion;
- b. When made as an interruption of a member speaking;
- c. When the previous question has been ordered;
- d. While a vote is being taken, a motion to adjourn is debatable only as to the time to which the meeting is to be adjourned.

37. Motion to Lay on Table.

A motion to lay on the table shall preclude all amendments or debate of the subject under consideration. If the motion prevails, consideration of the subject may be resumed only upon motion of a member voting with the majority.

38. Division of a Question.

If a question put before the Committee with a second contains two or more separable propositions, the Presiding Officer may, and upon request of a member shall, divide the question.

39. Motion to Amend.

When a motion to amend a question gets a second, the Presiding Officer shall first cause the question to be read as it stands and then as it would stand if so amended.

40. Motion to Amend an Amendment.

When a motion to amend an amendment has been seconded, a motion to amend the same amendment further shall not be in order.

41. Motion to Postpone.

A motion to postpone, except one to postpone indefinitely, may be amended as to time. If a motion to postpone indefinitely carries, the main motion is lost.

42. Reconsideration.

Once a vote has been taken the matter is final. Motions to reconsider are not provided for in these rules.

43. Procedure in Absence of Rule - Suspension of Rules.

In the absence of a rule to govern a point of procedure, a majority of the members of the Committee may agree to a temporary rule to govern the point of procedure. Except as otherwise provided by law, these rules or any one thereof may be suspended at any time for any specified period of time by majority order of the Committee or may be changed or eliminated until further notice by amendment to these Rules.

G. MISCELLANEOUS

44. Compensation.

In accordance with Government Code section 50279, members of the Committee shall serve on the Committee without compensation.

45. Amendment of Rules of Procedure.

These Rules of Procedure may be amended by the Committee from time-to-time as the Committee deems necessary. Such amendments shall be considered to be within the regular business of the Committee and may be adopted upon the affirmative votes of not less than a majority of the representatives of the number of cities within Tulare County entitled to representation on the Committee, i.e., not less than five (5) affirmative votes.



City Council Staff Report

Department: PARKS AND COMMUNITY
SERVICES

March 14, 2023

To: Mayor and City Council

From: Stephanie Hurtado, Parks and Community Services Director

Subject: First Annual Dinuba BBQ Fest (SH)

RECOMMENDATION

Council to consider adopting registration and event fees and allowing craft breweries for the first annual Dinuba BBQ Fest at Rose Ann Vuich Park on August 4th and August 5th.

EXECUTIVE SUMMARY

The Parks and Community Services Department is excited to host the first annual competitive BBQ Fest on August 4th and 5th at Rose Ann Vuich Park. Staff is proposing to include beer tasting from various local craft breweries during the two-day event. Staff is seeking approval from the City Council to permit beer and to set registration and sponsorship fees for this new event.

OUTSTANDING ISSUES

None.

DISCUSSION

The Dinuba Parks and Community Services Department is planning to host the first annual BBQ Fest on August 4th and August 5th at Rose Ann Vuich Park. The event will be sanctioned by the Kansas City Barbecue Society (KCBS), which is a competitive cooking organization based in Kansas City, Missouri. The Kansas City Barbecue Society was founded in 1985 and is the largest competitive barbecue organization in the world, with more than 15,000 members. Staff is pleased that the KCBS will be running the competitions with certified rules and judges.

Staff have attended two sanctioned events for training and have made connections with board members, judges and competitors. The KCBS is very interested in sanctioning and judging a BBQ competition event in the City of Dinuba. There are 27

certified judges who have reached out to staff requesting to be selected to serve as judges for the event.

Because Dinuba is centrally located in the Valley, staff is confident that the event will be well received and well attended. In order to move forward with the event, staff is requesting that the City Council adopt registration fees (shown under fiscal impact) for this inaugural event and allow breweries to participate in the event. Competitors will set up and begin preparation on August 4th with the main event taking place on Saturday, August 5th. It is anticipated that live music, food vendors, activities and craft beer breweries will be included in the event. Attendees 21 and over will be able to purchase a ticket to participate in the beer tasting, which will include limited tasting and a commemorative glass.

Staff will be soliciting sponsors for a Corn Hole Tournament during the event. If sponsorship is acquired, we have a proposed fee for early registration and late registration. Prize funds payouts will come from entry fees. A copy of the draft BBQ Competition Application and Sponsorship Application are enclosed herein as Attachment 'A' and Attachment 'B', respectively.

FISCAL IMPACT

Sponsorships

Title Sponsorship \$3,000
Presenting Sponsorship \$2,000
Area Sponsorship \$1,000
Platinum Sponsorship \$500
Premier Sponsor \$100

Competitive Entry Registration

40'x20' area \$300
60'x30' area \$350

Regular Food Vendor

10x20 space \$150
20x20 space \$175

Beer Garden

Tasting Passports \$35

Corn Hole Tournament

Early Registration \$40 per team
Late Registration \$50 per team

PUBLIC HEARING

ATTACHMENTS:

'A' BBQ Competition Application

'B' BBQ Fest Sponsorship Application

PRESENTED BY



CITY OF DINUBA

DINUBA'S 1ST ANNUAL BBQ FEST

AUGUST
4TH
2023



AUGUST
5TH
2023

BBQ COMPETITION APPLICATION

The City of Dinuba invites your team to participate in our 2023 BBQ Fest as a competitor in the Kansas City BBQ Society's Master's Series Competition. The 2023 BBQ Fest will be held on August 4th & 5th 2023 at the Rose Ann Vuich Park. This will be the first of many Annual BBQ Fest's and will be attended by thousands. For more information please contact Heather at (559)725-2016 or hleiferman@dinuba.ca.gov.

If you are interested in participating in the 2023 BBQ Fest, please complete the enclosed application and indemnification agreement. Submitting an application does not guarantee you a spot in the festival. Competitors in violation of the BBQ Fest's rules and regulations as outlined will be asked to leave the event with no refunds.

WITH YOUR APPLICATION:

- ~ BBQ COMPETITION APPLICATION
- ~ RULES AND REGULATIONS ~ INDEMNIFICATION
- ~ REGISTRATION FEE
- ~ SUBMISSIONS WILL NOT BE CONFIRMED UNTIL BOTH YOUR APPLICATION AND FULL PAYMENT ARE RECEIVED.

~ MAKE CHECKS PAYABLE TO: City of Dinuba or call (559)591-5940 with your credit card information.



BBQ COMPETITION APPLICATION

AUGUST 4TH & AUGUST 5TH, 2023



COMPETITION TIMES

AUGUST 4TH, 2023

10:00 A.M. MEAT INSPECTION STARTS

5:00 P.M. COOK'S MEETING

AUGUST 5TH, 2023

12:00 P.M. CHICKEN

12:30 P.M. PORK RIBS

1:00 P.M. PORK BUTT

1:30 P.M. BRISKET

5:30 P.M. AWARDS PRESENTATION

\$\$ PRIZE FUND PAYOUT \$\$

TOTAL PRIZE FUNDS: \$6,000.00

Prize Payout may increase depending on sponsorships

GRAND CHAMPION: \$1,000.00

RESERVE CHAMPION: \$750.00

KCBS CATEGORIES

(CHICKEN, RIBS, PORK, BRISKET)

1ST PLACE: \$300.00

2ND PLACE: \$250.00

3RD PLACE: \$200.00

4TH PLACE: \$150.00

5TH PLACE: \$100.00

BBQ COMPETITION APPLICATION

AUGUST 4TH & AUGUST 5TH, 2023



Team Name: _____
Head Cook: _____
Address: _____
City: _____ State: _____ Zip: _____
Daytime Phone: _____ Cell Phone: _____
Email Address: _____
Head cook's KCBS Membership # (if applicable): _____
Have you competed in a KCBS Contest in the past: Yes [] No [] All food vendors are responsible for
Obtaining the necessary health permits. Call Tulare County Public Health at (559)624-7400 or download the
app. @ <https://tularecountyeh.org/eh/forms/food/temporary-food-facility-tff/tff-vendor-applicaition-2023/>

Description of cook site/accommodations request: Include if you want a standard 40'x20' site or a premium 60'x30' site. Size is not unlimited, but we will attempt to accommodate your team's specific needs. We cannot guarantee placement in a certain area or near another team.

Please check the booth size and type you are needing. Registrations are due by 5:00pm on Thursday, July 20th, 2023.

[] \$300 Balance for a standard 40'x20' area Fee: \$ _____
[] \$350 Balance for a premium 60'x30' area Fee: \$ _____

Total Fees Paid \$ _____

Please return the application form and liability waiver forms immediately to secure your location at the 2023 Dinuba BBQ Fest. First come first serve for location requests. Additional required forms, included below, must be submitted by Thursday, July 20th, 2023. Forms can be mailed to the address below or emailed to hleiferman@dinuba.ca.gov. For more information

Required: [] BBQ Contest Application
[] Liability Waiver Form
[] Proof of current auto insurance & registration

Please make checks payable to the City of Dinuba
or call (559)591-5940 with your credit card Information.

Please return form to:

BBQ Fest
Dinuba Parks & Comm. Service
1390 E. Elizabeth Way
Dinuba CA, 93618

I agree to the above event regulations and requirements to participate in Dinuba's BBQ Festival 2023. In the event I need to cancel after the July 20th, 2023 deadline, my competitor fee will not be refunded.

Signature of Contestant: _____ **Date:** _____

Receipt # _____ **Amt. Paid: \$** _____ **Pmt. Method:** _____ **Taken by:** _____ **Date:** _____

Dinuba BBQ Fest Contestant Packet 2023



BBQ COMPETITION APPLICATION

AUGUST 4TH & AUGUST 5TH, 2023



INDEMNIFICATION AGREEMENT AND COVENANT NOT TO SUE

In consideration for permission to participate in the Dinuba's Annual BBQ Fest that will occur on August 4th & 5th, 2023, _____, the undersigned hereby covenants and agrees to defend, indemnify, hold free and harmless the City of Dinuba ("City"), the County of Tulare, KCBS, each of its elected and appointed officials, officers, directors, members, agents, servants, representatives, employees and volunteers from ANY and all claims, cause of actions, demands, loss, liability or wrongful death arising out of participating in the FESTIVAL. IT IS THE INTENTION OF THE ORGANIZATION AND/OR THE UNDERSIGNED TO EXEMPT AND RELIEVE THE CITY FROM ALL LIABILITY FOR PERSONAL INJURY, PROPERTY DAMAGE OR WROGFUL DEATH ARISING OUT OF THE PARTICIPATION IN THE FESTIVAL.

The undersigned on behalf of himself/herself, his/her sponsoring group or organization, his/her heirs and assigns, further (1) assumes the risk of any and all personal injuries and property damage which the undersigned may suffer as a result of participation in the event; (2) waives his/her right to sue the aforementioned parties relating to any event activities; (3) covenants with the aforementioned parties to forever refrain from instituting, pressing or in any way aiding any claim, demand or cause of action, for damages, costs, loss of services, expenses or compensation for, on account of, or in any way arising from or hereafter to arise from the undersigned's participation in the said FESTIVAL. This covenant is intended by the parties to be a waiver of California Civil Code Section 1542 which reads as follows:

" A general release does not extend to claims which the creditor does not know or suspect to exist in his or her favor at the time of executing the release, which if known by him or her must have materially affected his or her settlement with the debtor."

I agree, on behalf of the team, to abide by all the standards and rules set forth by the organizers of this event. I also acknowledge and agree that any activity that I engage in, which is deemed detrimental by the staff, may cause expulsion from the venue.

Signature

Date

Business / Team Name

Phone Number

Owner

Representative

Business Phone

Dinuba BBQ Fest Contestant Packet 2023

BBQ COMPETITION APPLICATION

AUGUST 4TH & AUGUST 5TH, 2023



INFORMATION RULES REGULATIONS

- **Event Date & Time:** Saturday August 5th from 11am-6pm
- **Location:** Rose Ann Vuich Park, 855 E. El Monte Street, Dinuba CA, 93618
- **BBQ competitor's set-up:** Friday, Aug. 4th from 8am – 4:30pm
- This is a KCBS sanctioned competition and will be ran by the KCBS Rules and Regulations.
- **Food Vendor set-up:** Friday, Aug. 4th from 8am-5pm or Saturday, Aug. 5th from 7am – 10am.
- The Tulare County Health Inspector will begin food inspection for food vendors at 9am on the Saturday, Aug.5th.
- **Non-food Vendors set-up:** Friday, Aug. 4th from 8am-5pm or Saturday, Aug. 5th from 8am – 10am.
- **Food sale starts:** 11am on Saturday, Aug. 5th 2023.
- **Food sale ends:** 6pm on Saturday, Aug. 5th 2023.
- Applications must be returned to Dinuba Parks and Community Services, 1390 E. Elizabeth Way, Dinuba CA, 93618
- Security will be on site overnight on the 4th/5th.
- The City of Dinuba is not responsible for any lost, stolen or damaged property left on site unattended prior to security arriving. Vendors / competitors are responsible for their own personal property.
- Paperwork:
 - ~ Food Vendors must complete the application, sign waiver forms and complete the Tulare County Health Permit Form.
 - ~ Health Inspector Inspections adjustments, charges or fines applied by the Food Inspector are the food vendor's responsibility and not the City of Dinuba.
 - ~ All Vendors will provide a copy of the vehicles insurance. This will be for vehicle used to enter and exit as needed during the event.
- Fees (per space):
 - ~ BBQ Competitors: 40'x20' w/o electricity \$300; 60'x30' w/o electricity \$350
 - ~ Food/Beverage Vendors: 20'x10' w/o electricity \$150; add 10'x10' space \$25
- Spaces are limited and assigned by the Event Coordinator.
- Payment methods: Cash, phone payment at (559)591-5940 or a check (made payable to the City of Dinuba) and submitted to the parks and Community Services office.
- Arriving late does not guarantee entrance and there will be no refunds.
- Booth placement is subject to change.
- Participants are responsible for their own canopies, chairs, tables, handwashing stations and power, if not paid for a spot with electricity. The city will not provide water.
- This is a family friendly event; no obscene or suggestive items, the City of Dinuba reserves the right to determine what is obscene and suggestive.

BBQ COMPETITION APPLICATION

AUGUST 4TH & AUGUST 5TH, 2023



INFORMATION RULES REGULATIONS

- Participants display and set-up must be presentable.
- Anticipated attendance: 2000 +
- Code of Ethics:
 - ~ Vendors / Contestants shall act professionally and conduct themselves accordingly.
 - ~ Vendors / Contestants shall look presentable to its customers.
 - ~ Vendors / Contestants shall not change their sale prices during the event
 - ~ Treat customers fairly and with dignity.
 - ~ Profanity or shouting by a vendor can result in an event citation.
 - ~ The Event Coordinator shall handle irresolvable disputes.
 - ~ No Smoking allowed at any time. No alcohol consumption shall occur outside the designated areas.
 - ~ Individuals will not verbally "run down" fellow vendors in order to increase their own sales.
 - ~ No "hawking", this means you may not carry around and offer goods for sale, shouting or calling customers.
- Health and Safety:
 - ~ Health:
 - It is the responsibility of each vendor/contestant to remain up to date and in compliance with the county and state health regulations.
 - Never handle money and food at the same time.
 - ~ Safety:
 - Keep products off the ground.
 - Displayed product must be at least 18" off the ground.
 - Arrange tables and displays safely to prevent tripping.
 - Properly tape or secure any cords or tripping hazards.
 - Fasten or anchor canopies, tarps and/or umbrellas to prevent falling down or tripping over in the wind.
 - Stack empty boxes and containers by your booth to prevent tripping.
- Violation
 - ~ If cited by the Environmental Health Department and/or causes, a re-inspection the participant will be responsible for the re-inspection fees. The participant whose violations result in a penalty or fine against the City of Dinuba will be responsible for reimbursing the city of that penalty or fine.
- As the City of Dinuba, we want to make sure you have a good experience at our event. After the event, we would like your feedback. Your input matters and will help us make the necessary adjustments for future events. Please email hleiferman@dinuba.ca.gov and thank you for participating in our event. We hope you enjoyed yourself!

Dinuba BBQ Fest Contestant Packet 2023

• PRESENTED BY

CITY OF DINUBA •



**FAMILY
FUN**

**AMAZING
FOOD**

Dinuba's 1st Annual

BBQ

**FEST
SATURDAY
AUG 5TH**

11AM-6PM

**CORNHOLE
TOURNAMENT**

**LIVE
MUSIC**

BBQ CONTESTS~INFLATABLES~AND MORE



~AT ROSE ANN VUICH PARK~

FOR MORE INFO. CALL (559) 591-5940

or visit: www.Dinuba.org





THE CITY OF DINUBA'S ANNUAL BBQ FEST

Rose Ann Vuich Park, Dinuba CA 93618

August 5, 2023: 11:00am – 6:00pm

Sponsorship Application

We are thrilled to introduce the City of Dinuba's very 1st Annual BBQ Fest. This is an exciting new event that we are bringing to our community and as you know these types of events have many different expenses. We are inviting you to participate as one of our major sponsors to help make this event successful. In part, through your contributions we plan on having a Kansas City BBQ Society sanctioned BBQ competition, a corn hole tournament, live entertainment, food vendors, as well as an inflatable area for kids and adults alike. We would be most appreciative if you could help contribute by means of monetary donations. Please see the attached Sponsorship Level document to find the giving level that is right for your company. We would like to thank you in advance for your generosity and for considering a role as one of our sponsors and look forward to working together to make the City of Dinuba's 1st Annual BBQ Fest a success!

Business Name: _____

Mailing Address: _____

Contact Name: _____ Phone: _____

E-mail: _____

☐ Check enclosed (made payable to the City of Dinuba)

☐ Please bill me

☐ Title Sponsor (\$3,000)

☐ Platinum Sponsor (\$500)

☐ Presenting Sponsor (\$2,000)

☐ Premier Sponsor (\$100.00)

☐ Area Sponsor (\$1,000)

☐ Other

*For information, call Heather at (559)725-2016/fax 470-3491 or E-mail form: hleiferman@dinuba.ca.gov or mail to: Dinuba Parks & Recreation, C/O Heather Leiferman, 1390 E. Elizabeth Way, Dinuba, CA 93422.

****FOR OFFICE USE ONLY****

Date: _____ Fees Paid: _____ Receipt #: _____ Pmt. Type: _____ Taken By: _____

Notes: _____



THE CITY OF DINUBA'S ANNUAL BBQ FEST



Sponsorship Packages

Benefits	Premier Sponsor	Platinum Sponsor	Area Sponsor	Presenting Sponsor	Title Sponsor
Name/Logo on event staff shirts	✖	✖	✖	✖	✖
Verbal recognition during the event	✖	✖	✖	✖	✖
Banner/sign placement at the event	1	2	2	3	5
Social Media mention on Facebook/Instagram/Twitter	1	2	3 to 5	5 to 10	10+
Booth space at event		10'x10'	10'x10'	10'x20'	10'x20'
Promotional item in official BBQ contestant and/or entertainment goody bag		✖	✖	✖	✖
Inclusion in all media advertising associated with the event			✖	✖	✖
Logo included on event posters			✖	✖	✖
Thank you in official press releases				✖	✖
Event logo where sponsors' name appears on street and event banners promoting the event				✖	✖
Exclusive sponsorship					✖
Sponsor name and logo built into the official event name					✖

Contact Heather Leiferman for more information @

Phone: (559)725-2016

Email: hleiferman@dinuba.ca.gov