

**EXETER CITY COUNCIL ACTION MINUTES****January 28, 2020**

A closed session of the City Council, City of Exeter was held on Tuesday, January 28, 2020, at 6:30 p.m., in the Exeter City Council Chambers, 137 North F Street.

**COUNCIL PRESENT:** Mary Waterman-Philpot, Barbara Sally, Frankie Alves, Dave Hails

**COUNCIL ABSENT:** Jeremy Petty

**STAFF PRESENT:** Adam Ennis, Matt Pierce, Shonna Oneal

**A. CALL TO ORDER CLOSED SESSION**

Mayor Waterman-Philpot called the closed session to order at 6:30 p.m.

**B. PUBLIC COMMENTS REGARDING CLOSED SESSION MATTERS** – Mayor Waterman-Philpot requested those who wish to speak on matters listed on the Closed Session Agenda to do so at this time.

There were no public comments presented.

**C. ADJOURN TO CLOSED SESSION PURSUANT TO GOVERNMENT CODE SECTION(S):**

Mayor Waterman-Philpot adjourned to closed session at 6:30 p.m.

1. 54957(b)(1) Annual Public Employee Performance Evaluation – City Administrator
2. 54957.6 Conference with Labor Negotiators  
Agency Negotiator: Adam Ennis  
Employee Groups: All represented and unrepresented employees

A regular session of the City Council, City of Exeter was held on Tuesday, January 28, 2020, at 7:00 p.m., in the Exeter City Council Chambers, 137 North F Street.

**COUNCIL PRESENT:** Mary Waterman-Philpot, Barbara Sally, Frankie Alves, Dave Hails

**COUNCIL ABSENT:** Jeremy Petty

**STAFF PRESENT:** Adam Ennis, Matt Pierce, John Hall, Daymon Qualls, Chris Tavarez, Shonna Oneal, Lisa Wallis-Dutra

**D. CALL TO ORDER REGULAR SESSION AND REPORT ON CLOSED SESSION ITEMS (if any)**

Mayor Waterman-Philpot called the regular session to order at 7:00 p.m. Deputy City Attorney Matt Pierce advised there were no reportable actions. There were no further actions reported.

**E. PLEDGE OF ALLEGIANCE AND INVOCATION**

Eagle Scout Jordan Howell led the Pledge of Allegiance and an invocation was given by Pastor Larry Folkner.

**F. SPECIAL PRESENTATIONS (if any):**

- a. **Presentation of Resolution of Commendation to Eagle Scout Jordan Howell.** Public Works Director Daymon Qualls provided a PowerPoint presentation highlighting Eagle Scout Jordan Howell's recent project and introduced him to the Council. Mayor Waterman-Philpot presented Eagle Scout Jordan Howell with a Resolution of Commendation.

**G. PUBLIC COMMENTS:**

Mayor Waterman-Philpot requested those who wish to speak on matters that are not on the agenda that are within the jurisdiction of the Exeter Council, or to address or request a matter be pulled from the consent calendar to do so at this time. She also stated comments related to Individual Business or Public Hearing items that are listed on the agenda will be heard at the time that matter is addressed on the agenda.

There were no public comments presented.

**ACTION MINUTES  
EXETER CITY COUNCIL  
Page 2, JANUARY 28, 2020**

**H. CONSENT CALENDAR:**

It was moved by Council Member Alves, seconded by Council Member Hails and carried 4-0 (Council Member Petty absent) that the items on the Consent Calendar be approved as presented.

1. **Approve minutes of January 14, 2020**
2. **Payment of the Bills**
3. **Payroll: January 10, 2020**
4. **Treasurer's Report – November 2019**
5. **Approval to provide a letter of support to Governor Newsom's Appointment Secretary for the re-appointment of Paul Van Konynenburg to the California Transportation Commission.**

**I. INDIVIDUAL BUSINESS ITEMS**

1. **Administrative Hearing to Consider Confirmation of Nuisance Abatement Cost Recovery Amount and Special Assessment Approval for 240 South Orange Avenue, Exeter, CA 93221, Assessor's Parcel Number 135-065-006-000.** Public Works Director Daymon Qualls provided a report for Council's review and consideration. City Clerk Shonna Oneal provided Council with an email received from the property owner, Christopher Williams, explaining he could not attend the meeting and that he contested the amount of the nuisance abatement costs. City Administrator Adam Ennis provided additional information for Council's consideration. Mr. Qualls responded to some issues raised in Mr. Williams' email. Council posed questions and staff provided responses thereto. Deputy City Attorney Matt Pierce addressed the Council regarding the email provided by Mr. Williams, suggested the Council delay sending the lien to the County until past the final due date, and advised the request for continuance is at their discretion.

Mayor Waterman-Philpot opened the administrative hearing for public comment at 7:27 p.m., receiving no comment, Mayor Waterman-Philpot closed the administrative hearing for public comment at 7:27 p.m. Following discussion, it was moved by Mayor Pro Tem Sally, seconded by Council Member Alves and carried 4-0 (Council Member Petty absent) to confirm the nuisance abatement cost recovery amount of \$4,466.90 and approve the levying of a special assessment on 240 South Orange Avenue for that amount to recover the City's nuisance abatement cost and to wait until February 1, 2020 to send the lien to the County.

2. **Adopt Resolution 2020-03 forming Proposed Revenue Measure Advisory Committee and select Revenue Measure Advisory Committee members.** City Administrator Adam Ennis provided a PowerPoint presentation highlighting the 2020 Proposed Revenue Measure Advisory Committee formation and selection of members for Council's review and consideration. Following discussion, it was moved by Council Member Hails, seconded by Council Member Alves and carried 4-0 (Council Member Petty absent) to adopt Resolution 2020-03 as presented and to appoint the seven applicants (Jim Tyler, Sandy Blankenship, Patricia Thompson, Ted Macaulay, Bob Dickey, Jr., Wes Grim and Alicia Handley) to the Proposed Revenue Measure Advisory Committee.
3. **Informational presentations regarding Parks and Recreation and Code Enforcement needs that may be considered as part of the Proposed Revenue Measure.** Finance Director Chris Tavarez provided a PowerPoint presentation highlighting the needs of the Parks and Recreation division. Council posed questions and Mr. Tavarez and Recreation Supervisor Linda Wachter provided responses thereto. Public Works Director Daymon Qualls provided PowerPoint presentations highlighting the needs of Code Enforcement. Following discussion, no action was requested, or taken.
4. **Presentation and discussion of planned improvements by Caltrans for the SR198/SR245 Intersection and City comments to be provided to Caltrans regarding their plans.** City Administrator Adam Ennis provided a PowerPoint presentation highlighting the planned improvements by Caltrans for the SR198/SR245. Following discussion, it was moved by Council Member Hails, seconded by Council Member Alves and carried 4-0 (Council Member Petty absent) to authorize Mr. Ennis to provide comments to Caltrans regarding their proposed improvements of the SR198/SR245 intersection.

**ACTION MINUTES  
EXETER CITY COUNCIL  
Page 3, JANUARY 28, 2020**

**J. CITY COUNCIL ITEMS OF INTEREST**

Council Member Hails reported on attending the Tulare County Association of Government (TCAG) meeting. Mayor Pro Tem Sally reported on attending the TCAG awards ceremony and the Chamber of Commerce Business of the Year award notifications. Council Member Alves reported on attending the TCAG award ceremony and the REAP meeting. Mayor Pro Tem Waterman-Philpot reported on attending the EDC meeting, TCAG award ceremony and Chamber of Commerce award notifications.

**K. CITY ADMINISTRATOR/DEPARTMENT COMMENTS**

City Administrator Adam Ennis advised that an item will be on the City Council agenda for February 25<sup>th</sup> regarding potential refinance of sewer bonds and presented an award received by the City at the TCAG award ceremony for the Belmont project.

**L. ADJOURN REGULAR MEETING**

Mayor Waterman-Philpot adjourned the regular meeting at 9:23 p.m.

Shonna Oneal City Clerk

ACS/XEROX FINANCIAL SYSTEM

1/30/2020 12:17:33

Payments for Publication

CITY OF EXETER

GL335R-V08.08 PAGE

Approved on 1/30/2020 for Payments Through 1/30/2020

| Vendor Name                    | Description              | Amount    |
|--------------------------------|--------------------------|-----------|
| AETNA HEALTH OF CALIFORNIA INC | FEBRUARY PREMIUMS        | 23,316.92 |
| ANDYS HVAC INC                 | HEATER-BLOWER MOTOR 230V | 1,044.35  |
| ASPHALT COATING & SUPPLIES     | ASPHALT EMULSION         | 85.12     |
| B.S. & E. CO INC               | REDI-MIX-MADERING HOUSE  | 198.43    |
| BASIC                          | JAN COBRA ADMIN FEE      | 30.00     |
| BUZZ KILL PEST CONTROL         | PEST CONTROL AT PD       | 326.00    |
| C.L.E.A.                       | FEB 2020 LT DISABILITY   | 49.00     |
| CAL BENNETT'S                  | INSTALLATION/LOADING     | 102.36    |
| CALIFORNIA BUSINESS MACHINES   | PW-1/22/20-2/21/20 TA255 | 55.93     |
| CNG MECHANICAL                 | COMPRESSOR FAULT HIGHT I | 484.51    |
| CONSOLIDATED ELECTRICAL DISTRI | HOLE CUTTER/7IN NUT DRIV | 111.41    |
| COPWARE, INC                   | PO LEGAL SOURCEBOOK      | 615.00    |
| DEPT OF JUSTICE                | DEC BLOOD ALCOHOL ANALYS | 70.00     |
| DIVISION OF STATE ARCHITECT    | OCT-DEC \$4 DSA FEE 2019 | 102.00    |
| ELBERTS DISTRIBUTING INC       | EXTENDED LIFE MOA        | 194.73    |
| EMD NETWORKING SERVICES, INC.  | PAYMENTUS DATA TRANSFER  | 203.07    |
| EXETER CHAMBER OF COMMERCE     | CC 19/20 QTR 2 DONATIONS | 120.00    |
| EXETER MERCANTILE CO.          | MULTI MIX CONTAINER-GATE | 8.58      |
| FASTENAL COMPANY               | 300-L ALTASFITGLV PR     | 83.59     |
| FOODLINK FOR TULARE COUNTY     | CC 19/20 QTR 2 DONATION  | 40.00     |
| FOOTHILLS SUN-GAZETTE          | PN-ORDINANCE 691         | 132.00    |
| FRONTIER CALIFORNIA INC.       | 5139/1-16 TO 2/15/20     | 740.00    |
| FUSION CLOUD SERVICES LLC      | 0966/1-18/20 TO 2/17/20  | 227.54    |
| INTERSTATE BATTERIES, DBA      | C65-XHD BATTERY          | 397.20    |
| INTERSTATE LIGHTING & ELECTRIC | 150W FLOOD 5KBU/BULL HOR | 855.15    |
| KAWEAH PUMP, INC.              | BATTERY KIT              | 133.61    |
| KIMBALL-MIDWEST                | TERMINAL/TOWEL/TORCH     | 554.48    |
| LEAF CAPITAL FUNDING LLC       | CH-TA4002I KYOCERA 001   | 247.43    |
| LEAGUE OF CA CITIES            | 2020 MEMBERSHIP DUES     | 6,170.00  |
| LISA JOYCE WILLIAMS            | POST BACKGROUND INVESTIG | 700.00    |
| MCCORMICK KABOT JENNER & LEW   | DEC LEGAL SERVICES       | 2,306.00  |
| MOONLIGHT MAINTENANCE          | DEC RESTROOMS CLEANING   | 6,764.00  |
| MOORE TWINING ASSOCIATES, INC  | TSS 10DAY/TOTAL NITROGEN | 1,055.00  |
| OFFICE DEPOT                   | USB DRIVES-DATASTICK     | 170.66    |
| ONEAL/ SHONNA                  | REIMB-BINDERS/TABS/PENS  | 69.46     |
| PACIFIC CREST EQUINE           | INTEREST FROM INV#184388 | 3.41      |
| PRESSLEY & ASSOCIATES, INC.    | ANNUAL ACCT SERVICES-OCT | 16,157.00 |
| PRINCIPAL LIFE INSURANCE CO.   | FEB PREMIUMS-37 MEMBERS  | 4,738.46  |
| PROFORCE                       | SLIM DBL MAG POUCH (3)   | 65.58     |
| PRUDENTIAL OVERALL SUPPLY      | 1/2/2020 UNIFORM SERVICE | 412.72    |
| QUAD KNOPF ENGINEERING         | E150079 VISALIA RD       | 3,408.10  |
| RETAIL ACQUISITION &           | RADIO BATTERIES          | 1,223.83  |
| ROMAN CATHOLIC BISHOP          | 1/10/20 ARROYO DONATION  | 36.00     |
| SELF-HELP ENTERPRISES          | LOANS & GRANTS-PADILLA,J | 98,217.80 |
| SHRED-IT USA LLC               | SHREDDING AT PD          | 122.42    |
| SOUTHERN CALIFORNIA EDISON     | 9109A/12-11 TO 1/10/20   | 5,876.93  |
| STANDARD INSURANCE CO.         | FEB 2020 LIFE INSURANCE  | 1,980.86  |
| TOP DOG TRAINING CENTER        | K9 MONTHLY MAIN TRAINING | 1,200.00  |

Approved on 1/30/2020 for Payments Through 1/30/2020

| Vendor Name                  | Description              | Amount    |
|------------------------------|--------------------------|-----------|
| TULARE COUNTY                | DEC MAIL-DELIQ/WTR       | 2,472.13  |
| TULARE COUNTY JAIL           | ENGRAVED PLAQUE-BOYCE, T | 40.41     |
| TULARE COUNTY SHERIFF'S DEPT | OCT-DEC 2019 DISPATCH    | 21,768.75 |
| UNITED RENTALS               | BLADE DI ASPLT           | 189.61    |
| UNIVAR SOLUTIONS USA INC     | WELL #11 SOD HYPO 12.5 L | 254.10    |
| VALLEY EXPETEC               | FEB MONTHLY AGREEMENT    | 4,749.13  |
| VALLEY PACIFIC PETROLEUM     | NA GUARDSMAN FM AW HYD32 | 293.25    |

\*\*

Final Totals... 210,974.02

ACS/XEROX FINANCIAL SYSTEM CITY OF EXETER  
2/07/2020 12:43:38 Payments for Publication GL335R-V08.08 PAGE

Approved on 1/31/2020 for Payments Through 1/31/2020

| Vendor Name                | Description           | Amount |
|----------------------------|-----------------------|--------|
| SOUTHERN CALIFORNIA EDISON | 0302/12-12 TO 1/13/20 | 187.85 |
| ** Final Totals...         |                       | 187.85 |

ACS/XEROX FINANCIAL SYSTEM  
02/14/2020 11:01:30 Payments for Publication CITY OF EXETER  
GL050S-V08.08 COVERPAGE  
GL335R

Report Selection:

Run Group... 021320 Comment... CHECK RUN 2/13/2020

Approval Date for Report..... 02 13 2020

Payments Through Date..... 02 13 2020

Cutoff Amount to be Used..... 0000000

RUN GROUP... 021320 COMMENT... CHECK RUN 2/13/2020

DATA-JE-ID DATA COMMENT  
-----

D-02132020-719 CHECK RUN 2/13/2020

Run Instructions:

| Jobq | Banner | Copies | Form | Printer  | Hold | Space | LPI | Lines | CPI | CP | SP | RT |
|------|--------|--------|------|----------|------|-------|-----|-------|-----|----|----|----|
| L    |        | 01     |      | LASERHP4 | Y    | S     | 6   | 066   | 10  |    |    |    |

Approved on 2/13/2020 for Payments Through 2/13/2020

| Vendor Name                    | Description              | Amount    |
|--------------------------------|--------------------------|-----------|
| AFLAC                          | JAN AFLAC PREMIUMS       | 3,210.50  |
| AMERICAN BUSINESS MACHINES     | TONER SHIPPING CHARGE-CH | 13.12     |
| ARROYO/ MARIE                  | MEALS-PC 832 LAWS OF ARR | 85.00     |
| AT&T                           | JAN LIVESCAN             | 416.01    |
| AUBINELLIOTT/ MELODIE          | UB DEPOSIT REFUND        | 93.92     |
| AYERS/ CLIFFORD AND CANDACE    | UB DEPOSIT REFUND        | 57.68     |
| BARNES/ LARISSA                | UB DEPOSIT REFUND        | 173.24    |
| BAXTER/ KATHERINE AND KENEDI   | UB DEPOSIT REFUND        | 101.54    |
| BODILY/ RICHARD FRANK          | UB DEPOSIT REFUND        | 91.65     |
| BURTON'S FIRE INC.             | E11-ENGINE/FUEL          | 477.17    |
| CALIFORNIA BUSINESS MACHINES   | CH-2/6/20-3/5/20 TA4002I | 72.41     |
| CALIFORNIA COMPUFORMS, INC.    | LASER AP CHECKS-NEW ACCT | 424.98    |
| CENTRAL CAL WATERWORKS, INC    | FEB 2020 WWTP            | 6,233.33  |
| CITY OF EXETER                 | 12/18-1/18/20 ASSESSMENT | 1,021.58  |
| CITY OF VISALIA                | FEB 2020 ANIMAL SERVICE  | 6,316.67  |
| COLLINS & SCHOETTLER           | JAN 2020 PLANNING        | 1,440.00  |
| CRAIGS AUTO PARTS              | 150LBS TORQUE STICK      | 263.56    |
| CREATIVE FORMS & CONCEPTS INC  | LASER PAYROLL CHECK-NEW  | 462.72    |
| CULLIGAN                       | JAN PD WATER SERVICE     | 165.25    |
| DEPT OF JUSTICE                | JAN FINGERPRINTS         | 476.00    |
| DURKEE/ MARK                   | MEALS-CENTRAL VALLEY CLW | 15.00     |
| ELITE CORPORATE MEDICAL SERV   | MEDICAL CLINIC FEES-53   | 1,356.50  |
| EMD NETWORKING SERVICES, INC.  | JAN 2020 VOIP            | 1,007.56  |
| EXETER IRRIGATION & SUPPLY     | WELL 13-BRASS BALL VALVE | 33.49     |
| EXETER MERCANTILE CO.          | CHAIN COIL 1/4" ZN 100'  | 442.31    |
| EXETER MOTORS, INC.            | E08-ROTOR ASY/ARM ASY    | 4,998.73  |
| EXETER PLUMBING CO.            | 3 BACKFLOWS TESTED-PASSE | 175.00    |
| FERGUSON ENTERPRISES INC       | LF 1 CTS X CTS COMP COUP | 9,773.85  |
| FG SOLUTIONS LLC               | WATER/SEWER RATE ANALYSI | 3,146.26  |
| FP MAILING SOLUTIONS           | 2/8/20-5/7/20 POSTAGE ME | 109.91    |
| FRANCHISE TAX BOARD            | CONTROL TRANSFORMER INST | 1,511.57  |
| FRESNO OXYGEN                  | STD LRG FOWS CYLS/B ACET | 102.74    |
| FRICK/ JOCELYNN                | MEALS-PERISHABLE SKILLS  | 45.00     |
| FRONTIER CALIFORNIA INC.       | 5714/2-4 TO 3/3/20       | 83.41     |
| GHD INC                        | VISALIA RD IMPROVEMENT   | 13,942.09 |
| GOPHER GETTER                  | JAN GOPHER SERVICE       | 450.00    |
| GOVERNMENT REVENUE SOLUTIONS   | INTERNAL TAPE DRIVE      | 1,052.00  |
| INGRAM DIGITAL ELECTRONICS CO. | CONTROL TRANSFORMER INST | 4,534.74  |
| JACK GRIGGS INC                | JAN 2020 GAS             | 7,086.39  |
| KIMBALL-MIDWEST                | DISC/DRILL BIT/TERMINAL  | 440.26    |
| KRC SAFETY CO INC.             | SIGN-THRU TRAFFIC MERGE  | 456.06    |
| LEAF CAPITAL FUNDING LLC       | PW-TA2552CI KYOCERA 002  | 103.93    |
| MIDTOWN SPORTS, INC.           | BASKETBALL SHIRTS        | 85.17     |
| NEVAREZ/ MANDY                 | UB DEPOSIT REFUND        | 90.24     |
| OFFICE DEPOT                   | DESKTOP SCANNER-QTY 2    | 786.65    |
| ONEAL/ SHONNA                  | MILEAGE REIMB-LCW TRAINI | 65.55     |
| PINE STREET RELICS             | UB DEPOSIT REFUND        | 11.31     |
| PIPKIN/ LORAIN                 | UB DEPOSIT REFUND        | 32.78     |



#3

PAYROLL.....S BI-WEEKLY RUN-01/23/2020 14.13.55 PAGE 1  
 CHECK FORM..CHEK CHECK REGISTER PR311R-V14.09 Paymate

PERIOD 2 DATING 1/06/2020- 1/19/2020 CHECK DATE 1/24/2020  
 DIRECT DEPOSIT IS TURNED ON

| CHECK<br>NUMBER | CHECK<br>AMOUNT | EMPLOYEE/BANK/VENDOR<br>NAME | CODE | CHECK<br>SEQ   |
|-----------------|-----------------|------------------------------|------|----------------|
| 43362           | 63.69           | CA STATE DISBURSEMENT UN 2   |      | 1 VENDOR CHECK |
| 43363           | 50.00           | TULARE CO SHERIFF'S OFFI 9   |      | 1 VENDOR CHECK |
| 43364           | 18.47           | PETTY/JEREMY                 | 106  | 1              |
| 43365           | 2,589.37        | PHELPS/KEVIN M               | 429  | 1              |
| 43366           | 210.09          | BILLUPS/SAMANTHA             | 550  | 1              |
| 43367           | 319.73          | DAVIDSON/KAYTEE              | 567  | 1              |
| 43368           | 271.56          | ENGLAND/QUINCEY              | 566  | 1              |
| 43369           | 185.90          | GARVER/ELIJAH MORGAN         | 507  | 1              |
| 43370           | 132.06          | HERNANDEZ/ETHAN              | 568  | 1              |

TOTALS FOR CHECK FORM: CHEK

| NEGOTIABLE CHECKS                  | COUNTS |
|------------------------------------|--------|
| 3,727.18 *EMPLOYEE CHECKS          | 7      |
| 113.69 *VENDOR CHECKS              | 2      |
| 0.00 *BANK CHECKS                  | 0      |
| 3,840.87 **TOTAL NEGOTIABLE CHECKS | 9      |

OTHER CHECKS

|                        |   |
|------------------------|---|
| 0.00 *MANUAL CHECKS    | 0 |
| 0.00 *CANCELLED CHECKS | 0 |

3,840.87 \*\*TOTAL FOR CHECK FORM

NON-NEGOTIABLE CHECKS

|                            |   |
|----------------------------|---|
| 0.00 *DIRECT DEPOSIT STUBS | 0 |
| 0.00 *VENDOR DIR DEP STUBS | 0 |

PAYROLL.....S BI-WEEKLY  
CHECK FORM..STUB CHECK REGISTER

RUN-01/23/2020 14.13.55 PAGE 2  
PR311R-V14.09 Paymate

PERIOD 2 DATING 1/06/2020- 1/19/2020 CHECK DATE 1/24/2020  
DIRECT DEPOSIT IS TURNED ON

| CHECK<br>NUMBER | CHECK<br>AMOUNT | EMPLOYEE/BANK/VENDOR<br>NAME | CODE | CHECK<br>SEQ       |
|-----------------|-----------------|------------------------------|------|--------------------|
| 47496           | 198.00          | CLOCEA                       | 4    | 1 VENDOR STUB ONLY |
| 47497           | 780.00          | EXETER POLICE OFFICER AS     | 3    | 1 VENDOR STUB ONLY |
| 47498           | 235.35          | EXETER POLICE OFFICER AS     | 3A   | 1 VENDOR STUB ONLY |
| 47499           | 4,433.90        | ENNIS/ADAM                   | 206  | 1 STUB ONLY        |
| 47500           | 2,343.94        | ONEAL/SHONNA N               | 203  | 1 STUB ONLY        |
| 47501           | 711.91          | ALDRIDGE/SHAWNA              | 305  | 1 STUB ONLY        |
| 47502           | 1,257.99        | HERNANDEZ/XOCHITL            | 306  | 1 STUB ONLY        |
| 47503           | 1,414.79        | IBARRA/MARLENE               | 302  | 1 STUB ONLY        |
| 47504           | 3,307.79        | TAVAREZ/CHRISTOPHER          | 309  | 1 STUB ONLY        |
| 47505           | 1,655.91        | SEE/EEKHONG                  | 304  | 1 STUB ONLY        |
| 47506           | 1,129.63        | CARRETERO/VANESSA            | 402  | 1 STUB ONLY        |
| 47507           | 1,441.73        | CORREA/GABRIEL JR            | 436  | 1 STUB ONLY        |
| 47508           | 1,247.01        | CULLUM/TRENT                 | 444  | 1 STUB ONLY        |
| 47509           | 2,234.84        | DURKEE/MARK                  | 404  | 1 STUB ONLY        |
| 47510           | 1,432.19        | ECHEVARRIA/TYLER J           | 443  | 1 STUB ONLY        |
| 47511           | 2,988.03        | FERNANDEZ/CESAR              | 434  | 1 STUB ONLY        |
| 47512           | 2,151.24        | FRICK/JOCELYNN LEANN         | 433  | 1 STUB ONLY        |
| 47513           | 2,578.71        | GIEFER/MICHAEL DAVID         | 438  | 1 STUB ONLY        |
| 47514           | 1,432.63        | GUZMAN/TIMOTHY CHARLES       | 410  | 1 STUB ONLY        |
| 47515           | 3,184.63        | HALL/JOHN T                  | 406  | 1 STUB ONLY        |
| 47516           | 2,318.74        | INGLEHART/BRETT A            | 411  | 1 STUB ONLY        |
| 47517           | 1,815.14        | KNOX/MARK                    | 442  | 1 STUB ONLY        |
| 47518           | 530.91          | LOPEZ/ESTEBAN                | 445  | 1 STUB ONLY        |
| 47519           | 2,304.22        | LOPEZ/ESTEBAN                | 445  | 2 STUB ONLY        |
| 47520           | 1,662.65        | SALINAS/ALEXANDER            | 419  | 1 STUB ONLY        |
| 47521           | 1,886.74        | WALKER/PAUL                  | 425  | 1 STUB ONLY        |
| 47522           | 2,410.04        | YARBER/ISABEL                | 422  | 1 STUB ONLY        |
| 47523           | 1,450.42        | ALDRIDGE/GARY                | 618  | 1 STUB ONLY        |
| 47524           | 1,415.55        | ARROYO/MARIE                 | 623  | 1 STUB ONLY        |
| 47525           | 1,029.73        | CABRERA/GUADALUPE            | 628  | 1 STUB ONLY        |
| 47526           | 1,846.17        | ESPINOLA/DANIEL M            | 602  | 1 STUB ONLY        |
| 47527           | 1,469.23        | HUGGINS/KYLE AARON           | 621  | 1 STUB ONLY        |
| 47528           | 2,833.33        | QUALLS/DAYMON                | 607  | 1 STUB ONLY        |
| 47529           | 449.39          | QUALLS/DAYMON                | 607  | 2 STUB ONLY        |
| 47530           | 1,603.27        | RAMIREZ/JUAN                 | 608  | 1 STUB ONLY        |
| 47531           | 231.12          | WENDT/EDDIE                  | 626  | 1 STUB ONLY        |
| 47532           | 1,256.64        | CARTER/AMY JO                | 502  | 1 STUB ONLY        |
| 47533           | 192.08          | MILLER/SKYLAR                | 558  | 1 STUB ONLY        |
| 47534           | 1,159.44        | WACHTER/LINDA S              | 517  | 1 STUB ONLY        |
| 47535           | 1,339.96        | MILLAN/MARCUS                | 622  | 1 STUB ONLY        |
| 47536           | 956.72          | MILLER/JAMES                 | 624  | 1 STUB ONLY        |
| 47537           | 925.38          | MIRWALD/PHILIP               | 625  | 1 STUB ONLY        |
| 47538           | 1,200.48        | QUIROZ/PATRICK P             | 512  | 1 STUB ONLY        |
| 47539           | 1,664.54        | HAYES/CURTIS W               | 437  | 1 STUB ONLY        |

PERIOD 1 DATING 1/20/2020- 2/02/2020 CHECK DATE 2/07/2020  
DIRECT DEPOSIT IS TURNED ON

| CHECK<br>NUMBER | CHECK<br>AMOUNT | EMPLOYEE/BANK/VENDOR<br>NAME | CODE | CHECK<br>SEQ   |
|-----------------|-----------------|------------------------------|------|----------------|
| 1001            | 63.69           | CA STATE DISBURSEMENT UN 2   |      | 1 VENDOR CHECK |
| 1002            | 50.00           | TULARE CO SHERIFF'S OFFI 9   |      | 1 VENDOR CHECK |
| 1003            | 2,223.85        | PHELPS/KEVIN M               | 429  | 1              |
| 1004            | 96.04           | BILLUPS/SAMANTHA             | 550  | 1              |
| 1005            | 362.54          | DAVIDSON/KAYTEE              | 567  | 1              |
| 1006            | 282.26          | ENGLAND/QUINCEY              | 566  | 1              |
| 1007            | 185.90          | GARVER/ELIJAH MORGAN         | 507  | 1              |
| 1008            | 162.08          | HERNANDEZ/ETHAN              | 568  | 1              |

TOTALS FOR CHECK FORM: CHEK  
NEGOTIABLE CHECKS COUNTS

|          |                           |   |
|----------|---------------------------|---|
| 3,312.67 | *EMPLOYEE CHECKS          | 6 |
| 113.69   | *VENDOR CHECKS            | 2 |
| 0.00     | *BANK CHECKS              | 0 |
| 3,426.36 | **TOTAL NEGOTIABLE CHECKS | 8 |

OTHER CHECKS

|          |                        |   |
|----------|------------------------|---|
| 0.00     | *MANUAL CHECKS         | 0 |
| 0.00     | *CANCELLED CHECKS      | 0 |
| 3,426.36 | **TOTAL FOR CHECK FORM |   |

NON-NEGOTIABLE CHECKS

|      |                       |   |
|------|-----------------------|---|
| 0.00 | *DIRECT DEPOSIT STUBS | 0 |
| 0.00 | *VENDOR DIR DEP STUBS | 0 |

PAYROLL.....S BI-WEEKLY  
CHECK FORM..STUB CHECK REGISTER

RUN-02/06/2020 13.02.07 PAGE 2  
PR311R-V14.09 Paymate

PERIOD 1 DATING 1/20/2020- 2/02/2020 CHECK DATE 2/07/2020  
DIRECT DEPOSIT IS TURNED ON

| CHECK<br>NUMBER | CHECK<br>AMOUNT | EMPLOYEE/BANK/VENDOR<br>NAME | CODE | CHECK<br>SEQ.      |
|-----------------|-----------------|------------------------------|------|--------------------|
| 47540           | 198.00          | CLOCEA                       | 4    | 1 VENDOR STUB ONLY |
| 47541           | 728.00          | EXETER POLICE OFFICER AS     | 3    | 1 VENDOR STUB ONLY |
| 47542           | 219.66          | EXETER POLICE OFFICER AS     | 3A   | 1 VENDOR STUB ONLY |
| 47543           | 4,433.90        | ENNIS/ADAM                   | 206  | 1 STUB ONLY        |
| 47544           | 2,343.94        | ONEAL/SHONNA N               | 203  | 1 STUB ONLY        |
| 47545           | 1,257.99        | HERNANDEZ/XOCHITL            | 306  | 1 STUB ONLY        |
| 47546           | 1,414.79        | IBARRA/MARLENE               | 302  | 1 STUB ONLY        |
| 47547           | 3,302.54        | TAVAREZ/CHRISTOPHER          | 309  | 1 STUB ONLY        |
| 47548           | 1,655.91        | SEE/EEKHONG                  | 304  | 1 STUB ONLY        |
| 47549           | 35.09           | CANALES/MICHAEL W            | 430  | 1 STUB ONLY        |
| 47550           | 1,196.41        | CARRETERO/VANESSA            | 402  | 1 STUB ONLY        |
| 47551           | 346.68          | CARRETERO/VANESSA            | 402  | 2 STUB ONLY        |
| 47552           | 1,856.63        | CORREA/GABRIEL JR            | 436  | 1 STUB ONLY        |
| 47553           | 1,659.18        | CULLUM/TRENT                 | 444  | 1 STUB ONLY        |
| 47554           | 2,391.64        | DURKEE/MARK                  | 404  | 1 STUB ONLY        |
| 47555           | 1,599.02        | ECHEVARRIA/TYLER J           | 443  | 1 STUB ONLY        |
| 47556           | 2,427.73        | FERNANDEZ/CESAR              | 434  | 1 STUB ONLY        |
| 47557           | 2,592.19        | FRICK/JOCELYNN LEANN         | 433  | 1 STUB ONLY        |
| 47558           | 2,406.33        | GIEFER/MICHAEL DAVID         | 438  | 1 STUB ONLY        |
| 47559           | 1,524.43        | GUZMAN/TIMOTHY CHARLES       | 410  | 1 STUB ONLY        |
| 47560           | 3,184.63        | HALL/JOHN T                  | 406  | 1 STUB ONLY        |
| 47561           | 3,519.60        | INGLEHART/BRETT A            | 411  | 1 STUB ONLY        |
| 47562           | 1,971.04        | KNOX/MARK                    | 442  | 1 STUB ONLY        |
| 47563           | 1,469.28        | SALINAS/ALEXANDER            | 419  | 1 STUB ONLY        |
| 47564           | 3,774.53        | WALKER/PAUL                  | 425  | 1 STUB ONLY        |
| 47565           | 2,404.79        | YARBER/ISABEL                | 422  | 1 STUB ONLY        |
| 47566           | 834.58          | ALDRIDGE/GARY                | 618  | 1 STUB ONLY        |
| 47567           | 1,410.30        | ARROYO/MARIE                 | 623  | 1 STUB ONLY        |
| 47568           | 1,018.77        | CABRERA/GUADALUPE            | 628  | 1 STUB ONLY        |
| 47569           | 1,840.92        | ESPINOLA/DANIEL M            | 602  | 1 STUB ONLY        |
| 47570           | 1,469.23        | HUGGINS/KYLE AARON           | 621  | 1 STUB ONLY        |
| 47571           | 2,833.33        | QUALLS/DAYMON                | 607  | 1 STUB ONLY        |
| 47572           | 1,625.64        | RAMIREZ/JUAN                 | 608  | 1 STUB ONLY        |
| 47573           | 977.85          | WENDT/EDDIE                  | 626  | 1 STUB ONLY        |
| 47574           | 1,256.64        | CARTER/AMY JO                | 502  | 1 STUB ONLY        |
| 47575           | 192.08          | MILLER/SKYLAR                | 558  | 1 STUB ONLY        |
| 47576           | 1,103.61        | WACHTER/LINDA S              | 517  | 1 STUB ONLY        |
| 47577           | 1,222.57        | MILLAN/MARCUS                | 622  | 1 STUB ONLY        |
| 47578           | 1,205.43        | MILLER/JAMES                 | 624  | 1 STUB ONLY        |
| 47579           | 734.97          | MIRWALD/PHILIP               | 625  | 1 STUB ONLY        |
| 47580           | 1,179.09        | QUIROZ/PATRICK P             | 512  | 1 STUB ONLY        |
| 47581           | 1,764.15        | HAYES/CURTIS W               | 437  | 1 STUB ONLY        |

# CITY OF EXETER

PO BOX 237 - 137 N F STREET, EXETER 93221  
Phone 592-3710 - Fax 592-3556

## Treasurer's Report December 2019

Beginning Balance as of December 1, 2019

\$ 731,621.66

### Deposits

|                      |    |              |
|----------------------|----|--------------|
| #1431                | \$ | 11,182.26    |
| #1432                | \$ | 65,085.28    |
| #1433                | \$ | 103,913.47   |
| #1434                | \$ | 73,660.75    |
| #1435                | \$ | 24,967.55    |
| Direct Deposit #1436 | \$ | 1,394,394.93 |

TOTAL DEPOSITS

\$ 1,673,204.24

### Withdrawals

|                          |    |            |
|--------------------------|----|------------|
| City Checks Processed    | \$ | 462,440.27 |
| Payroll EFT              | \$ | 168,168.74 |
| Payroll Checks           | \$ | 5,890.77   |
| CalPERS Retirement costs | \$ | 70,922.01  |
| P/R Taxes                | \$ | 34,848.68  |
| Def Comp                 | \$ | 2,678.10   |
| FSA Disbursements        | \$ | 296.34     |
| Bank Charges/Misc        | \$ | 209.90     |
| Chargebacks              | \$ | 595.04     |
| State DU                 | \$ | 1,106.28   |
| Wire Transfer            | \$ | 500,000.00 |

TOTAL WITHDRAWALS

\$ 1,247,156.13

Ending Bank Balance as of Dec 31, 2019

\$ 1,157,669.77

Undeposited cash on hand #1437

\$ 19,184.99

Bank of the Sierra ending balance

\$ 1,176,854.76

### Outstanding Checks

|                          |    |            |
|--------------------------|----|------------|
| General                  | \$ | 148,392.15 |
| Payroll                  | \$ | 179.13     |
| Outstanding CalPers Pymt | \$ | -          |

\$ 148,571.28

Adjusted Bank Balance as of December 31, 2019

\$ 1,028,283.48

### Investments

|  |    |              |
|--|----|--------------|
| US Savings                               | \$ | 532,121.82   |
| Government Agency Bond                   | \$ | 250,454.50   |
| CD's                                     | \$ | 1,730,000.00 |
| Local Agency Investment Fund             | \$ | 4,022,090.51 |
| Fair Market Value Adjustment gain/(loss) | \$ | 11,199.80    |
| Charles Schwab                           | \$ | 0.23         |

\$ 6,545,866.86

Total City Funds 12/31/2019

\$ 7,574,150.34

Ratio of Invested Funds/Available Funds

86%

City of Exeter  
Treasurer's Report  
Investments as of 12/31/2019

| <u>Rate</u>                    | <u>Maturity Date</u> | <u>Description</u>           | <u>Purchase Date</u> | <u>Principal Value</u> |
|--------------------------------|----------------------|------------------------------|----------------------|------------------------|
| <u>Certificates of Deposit</u> |                      |                              |                      |                        |
| 1.75%                          | 6/30/2021            | WELLS FARGO #5AH48           | Dec-19               | \$ 249,000             |
| 2.10%                          | 1/14/2020            | CIT BANK #DAD4               | Jan-15               | \$ 245,000             |
| 1.35%                          | 6/10/2020            | MB FINANCIAL BANK #CRZ1      | Jun-16               | \$ 248,000             |
| 1.75%                          | 10/29/2021           | COMENITY CAPITAL #ASK5       | Oct-16               | \$ 249,000             |
| 1.75%                          | 11/2/2021            | DISCOVER BANK #2M39          | Nov-16               | \$ 247,000             |
| 2.40%                          | 11/15/2022           | CAPITAL ONE #RKE0            | Nov-17               | \$ 247,000             |
| 3.00%                          | 8/9/2021             | ALLY BANK #GEE9              | Aug-18               | \$ 245,000             |
| 2.01% Average                  |                      |                              |                      | <u>\$ 1,730,000</u>    |
| <u>Money Market Funds</u>      |                      |                              |                      |                        |
| 2.10% Demand                   |                      | Local Agency Investment Fund | Various              | \$ 4,022,091           |
| Demand                         |                      | US Savings                   | Various              | \$ 532,122             |
| Demand                         |                      | Charles Schwab               | Various              | <u>\$ 0.23</u>         |
|                                |                      |                              |                      | <u>\$ 4,554,213</u>    |
| <u>Government Securities</u>   |                      |                              |                      |                        |
| 1.88%                          |                      | Federal Home Loan Bank       |                      | <u>246,375</u>         |
|                                |                      |                              | Total Investments    | <u>\$ 246,375</u>      |
|                                |                      |                              |                      | <u>\$ 6,530,588</u>    |

By - E. See/C. Tavaraz

## City of Exeter Agenda Item Transmittal

**Meeting Date:** February 25, 2020

**Agenda Item Number:** H5

**Wording for Agenda:** Authorize up to a \$195,026 transfer of 2019/2020 fiscal year City of Exeter State and Federal transit funding to the City of Visalia for continuing to provide fixed route and dial-a-ride transit services for Exeter.

**Submitting Department:** Finance Director  
**Contact Name:** Chris Tavaraz  
**Phone Number:** 559-592-2755  
**Email:** [ctavaraz@exetercityhall.com](mailto:ctavaraz@exetercityhall.com)

**For action by:**

☒ City Council

**Regular Session:**

☒ Consent Calendar

☐ Regular Item

☐ Public Hearing

**Review:**

**City Administrator  
(Initials Required)**



**Department Recommendation:**

Staff recommends City Council authorize up to a \$195,026 transfer of 2019/2020 City of Exeter State and Federal transit funding to the City of Visalia for continuing to provide fixed route and dial-a-ride transit services for Exeter.

**Summary:**

To receive State and Federal transit funding, Cities are required to meet certain requirements of "ticket revenue" versus the cost to provide the transit service, also known as fair box requirements or ratios. Due to the inability to meet the State fair box requirements, the City of Exeter discontinued operating self-provided transit services in 2017 and entered into an operational agreement with City of Visalia Transit to begin providing Exeter's transit services. City of Exeter State and Federal transit funding has been transferred to City of Visalia Transit annually to pay for these transit services.

The fiscal year 2019/2020 total cost to the City of Exeter is \$195,026 to run Route 9 which represents Exeter's portion of over 5,000 service hours shared with Visalia, Farmersville and the County and \$25,629 for Dial-A-Ride representing approximately 800 service hours also with shared costs with Visalia, Farmersville and the County. This is a decrease from the prior year cost of \$214,000 due to reduction in some shared costs. Each service hour is at a cost of \$87.50 per hour. These transit services are funded by transferring all of the City of Exeter "transit only" funding (State Transit Assistance (STA) and State of Good Repair (SGR)) to City of Visalia Transit and making up any remaining cost from the Local Transportation (LTF) Funds. After funding fiscal year 2019/2020 Transit costs, the City of Exeter will have approximately \$360,000 of LTF funds remaining to put in the City's Transportation Fund which may be used for street purposes.

Staff believes this continues to be an agreement of mutual benefit to the Cities of Exeter and Visalia by providing necessary transit services to Exeter residents with reduced financial strain and burden to provide self-operated Exeter service, while providing Visalia a larger customer base that can help to meet required fair box ratios.

**Background:**

The Exeter Dial-A-Ride Program started in 1991 with a van the City purchased. It ran from 10:00 a.m. until 2:00 p.m. Mondays through Fridays. At the time, the City was required to meet 10% of the fare-box ratio. Eventually, the boundaries of the Urban Area Zone were changed. The City of Exeter became part of the Visalia Urban Area Zone, which runs Routes 9 and 12. This change required the City to meet a 20% fare-box ratio.

A request was submitted to TCAG to reduce the City's fare-box ratio to 15%, which was granted but was still very difficult to meet. Ultimately the City was unable to successfully meet the reduced fare box recovery ratio. Consequently, in fiscal year 2017/18 an agreement was approved for City of Visalia Transit to provide fixed route and dial-a-ride services for the City of Exeter. On June 27, 2017, the Exeter City Council approved a transit transfer agreement with City of Visalia Transit and ceased self-provided services. City of Visalia Transit has been operating Exeter transit services since then and has provided reliable and adequate services as there are very little complaints and no problems in annual reports.

City of Visalia Transit currently has a bus route that comes through Exeter (Route 9.) Route 9, which started in 2004, goes from Exeter to the Transit Center in Visalia. There are 10 stops in Exeter for Route 9, which provide service to residents from approximately 6:30am to 9:30pm Monday through Friday and on weekends 8:30am to 7:15pm. Riders should contact Visalia Transit at 877-404-6473 to confirm exact times and fees and 559-713-4750 to arrange dial-a-ride service.

**Table 1: Bus Stops in the City of Exeter**

| <b>Route 9</b>            |
|---------------------------|
| Visalia Road/Belmont      |
| Exeter Public Golf Course |
| Palm/E Street             |
| Palm/B Street             |
| Kaweah/Clarence           |
| Firebaugh/G Street        |
| Firebaugh/I Street        |
| Firebaugh/Joyner          |
| Belmont/Maple             |
| Visalia Road/Belmont      |



**Chart 1: Current Rates for Visalia Transit fixed route (subject to change)****FARES/PASSES AVAILABLE ON-BOARD THE BUS:**

| Fare Type   | Effective<br>August 4 |
|---|-----------------------|
| General One-Way   | \$1.75                |
| Discounted One-Way (Senior 65+/Disabled/Medicare Card and Military) | \$0.85                |
| Children (First two children, 6 years old or younger)               | Free                  |
| Additional Children   | \$1.75                |
| General Day Pass  | \$3.50                |
| Discounted Day Pass (Senior 65+/Disabled/Medicare Card/Military)    | \$2.50                |
| General 7 Day Pass  | \$14.00               |
| Senior/Disabled/Military 7 Day Pass                                 | \$7.50                |

**Prior Council/Board Actions:**

June 27, 2017 – City Council approved a transit transfer agreement with the City of Visalia to provide all transit services for the City of Exeter effective July 1, 2017

March 27, 2018 – City Council approved the fiscal year 2017/18 Transit funding transfer with City of Visalia Transit for \$187,563.

March 26, 2019 – City Council approved the fiscal year 2018/19 Transit funding transfer with City of Visalia Transit for \$224,638

**Attachments:** 2019/2020 City of Visalia Transit Letter for annual cost agreement for \$195,026 with backup documentation

**Recommended motion to be made by Council/Board:** I move to authorize up to a \$195,026 transfer of 2019/2020 fiscal year City of Exeter State and Federal transit funding to the City of Visalia Transit for continuing to provide fixed route and dial-a-ride transit services for Exeter.

# City of Visalia

425 E. Oak Avenue Ste. 301, Visalia, CA 93291



# Transit Division

(559) 713-4100 Fax (559) 713-4815

February 11, 2020

Chris Tavaréz  
Finance Director  
City of Exeter  
350 W. Firebaugh  
Exeter, CA 93221

Dear Mr. Tavaréz,

The City of Visalia is pleased to assist Exeter in meeting your transit needs. Per the MOU between our cities for the provision of transit service, the following is a description of the FY 2020 funding calculation. This is consistent with the cost spreadsheet attached. The calculations reflect the newly calculated hourly rate and cost per mile rate.

Per the spreadsheet, Exeter's share of Fixed Route and Dial-A-Ride operating and capital costs total \$195,026. This will be covered by a transfer of the following allocations:

|   |            |
|---|------------|
| Transfer of 2019-20 State Transit Assistance Fund Apportionment | \$ 88,912  |
| Transfer of 2019-20 State of Good Repair                        | \$ 19,043  |
| Transfer of 2019-20 LTF funds                                   | \$ 87,071  |
| Total   | \$ 195,026 |

There were no LCTOP funds as they have not been released for FY 2019-20. Please verify your concurrence to these details by signing below.

\_\_\_\_\_  
If you have any questions, please give me a call me at (559) 713-4100.

Sincerely,

A handwritten signature in cursive script that reads "Angelina Soper".

Angelina Soper  
Transit Manager

cc: Elizabeth Forte, TCAG

City of Exeter FY 2020 Transfer Agreements Calculations

| FIRED-ROUTE HOURS |            |                  |          |               |            |                  |         |                 |            |
|-------------------|------------|------------------|----------|---------------|------------|------------------|---------|-----------------|------------|
|                   | Route 12   | % of total hours | Hours    | Total Cost    | Route 0    | % of total hours | Hours   | Total Cost      | Route 6    |
| Walla             | 9,451,931  | 69%              | 1,362.17 | \$ 394,189.24 | 13,100,034 | 40%              | 3742.10 | \$ 1,334,191.29 | 20,851,503 |
| Farmersville      | 4,345,032  | 31%              | 1,545.57 | \$ 135,273.51 | 7,127,964  | 22%              | 2223.16 | \$ 136,576.81   | 0          |
| Exeter            | 0          | 0%               | -        | -             | 7,197,197  | 22%              | 2230.67 | \$ 195,184.00   | 0          |
| County            | 0          | 0%               | -        | -             | 0          | 0%               | 0.00    | \$ 6,904.85     | 0          |
| Total             | 13,797,061 | 100%             | 4,908    | \$ 429,462.75 | 26,476,195 | 100%             | 8,206   | \$ 2,181,040.50 | 27,756,337 |

\* Cost per hour = \$87.50

| DIAL-A-RIDE HOURS |             |                  |         |                 |                 |                          |
|-------------------|-------------|------------------|---------|-----------------|-----------------|--------------------------|
|                   | Total Miles | % of total hours | Hours   | Total Cost      | Agency          | Cost of All<br>Riders By |
| Walla             | 37,1304     | 54%              | 6878.43 | \$ 601,862.78   | \$ 601,862.78   | \$ 601,862.78            |
| Farmersville      | 6,439,573   | 10%              | 1203.25 | \$ 105,284.59   | \$ 105,284.59   | \$ 105,284.59            |
| Exeter            | 4,246,55    | 6%               | 784.47  | \$ 68,641.29    | \$ 68,641.29    | \$ 68,641.29             |
| County            | 20,425,56   | 30%              | 3733.64 | \$ 331,086.35   | \$ 331,086.35   | \$ 331,086.35            |
| Total             | 68,285,924  | 100%             | 12,650  | \$ 1,106,875.00 | \$ 1,106,875.00 | \$ 1,106,875.00          |

\* Cost per hour = \$87.50

| Total Cost by Agency |                        |                         |                    |                                  |                          |                      |   |
|----------------------|------------------------|-------------------------|--------------------|----------------------------------|--------------------------|----------------------|---|
|                      | Total FR Cost per Year | Total DAR Cost per Year | Federal 20% credit | Total Cost of FR & DAR By Agency | Bus Shelter/Stop Expense | Revenue Share Credit | Total Cost of FR & DAR w/Facility Expense |
| Walla                | \$ 1,534,191.29        | \$ 601,862.78           | \$ (427,210.81)    | \$ 1,708,843.25                  | 4,717.93                 | \$ (19,638.08)       | \$ 332,619                                |
| Farmersville         | \$ 379,764.32          | \$ 105,284.59           | \$ (87,009.78)     | \$ 348,039.12                    | 1,440.00                 | \$ (17,474.64)       | \$ 135,075.58                             |
| Exeter               | \$ 195,184.00          | \$ 68,641.29            | \$ (52,765.06)     | \$ 211,060.23                    | 7,668.94                 | \$ (12,367.68)       | \$ 501,691.05                             |
| County               | \$ 301,900.89          | \$ 331,086.35           | \$ (126,597.45)    | \$ 506,389.79                    | 0                        | 0                    | 0   |
| Total                | \$ 2,281,040.50        | \$ 1,106,875.00         | \$ (683,583.10)    | \$ 2,774,332.40                  | 12,826.87                | \$ (32,115.76)       | \$ 930,385.63                             |

| FY 2020 Cost Breakdown    |   |                |  |  |
|---------------------------|---|----------------|--|--|
| Route 9 Revenue Hours     | 5 | \$ 195,184.00  |  |  |
| Dial-A-Ride Revenue Hours | 5 | \$ 68,641.29   |  |  |
| Bus Shelter Expense       | 5 | \$ 1,440.00    |  |  |
| Federal Credit (20%)      | 5 | \$ (52,765.06) |  |  |
| Cost Share Credit         | 5 | \$ (17,474.64) |  |  |
| Total Cost                | 5 | \$ 135,075.58  |  |  |

| Revenue Share Credit |           |                |               |              |
|----------------------|-----------|----------------|---------------|--------------|
| Route                | Ridership | % of Ridership | Revenue       | Share        |
| 0                    | 56,079    | 24%            | \$ 38,657.25  | \$ 17,107.68 |
| 12                   | 21,783    | 10%            | \$ 15,316.29  | \$ 7,103.43  |
| Total                | 166,503   | 100%           | \$ 116,940.01 | \$ 54,211.11 |

50% w/ Farmersville

|                                   | Mon | July   | Aug    | Sept   | Oct    | Nov    | Dec    | Jan    | Feb    | Mar      | Apr    | May    | Jun    | Total     |
|-----------------------------------|-----|--------|--------|--------|--------|--------|--------|--------|--------|----------|--------|--------|--------|-----------|
| FY 2019 Fixed Route Revenue Hours |     |        |        |        |        |        |        |        |        |          |        |        |        |           |
| Routes                            |     |        |        |        |        |        |        |        |        |          |        |        |        |           |
| 6                                 |     | 821.44 | 855.11 | 782.60 | 926.87 | 881.07 | 865.62 | 921.67 | 819.90 | 4,553.77 | 882.94 | 759.53 | 799.12 | 13,869.64 |
| 9                                 |     | 714.67 | 735.39 | 649.59 | 734.52 | 675.05 | 649.30 | 703.27 | 633.03 | 702.12   | 704.27 | 667.93 | 636.80 | 8,205.94  |
| 12                                |     | 265.28 | 458.18 | 444.89 | 438.32 | 412.85 | 388.63 | 411.45 | 423.92 | 421.40   | 411.62 | 423.10 | 408.10 | 4,907.74  |

| FY 2019 DAR OPERATIONS |         |               |             |               |             |  |
|------------------------|---------|---------------|-------------|---------------|-------------|--|
| MONTH                  | OP DAYS | REVENUE HOURS | TOTAL HOURS | REVENUE MILES | TOTAL MILES |  |
| JUL                    | 30      | 1,076.6       | 1,169.8     | 14,295        | 16,103      |  |
| AUG                    | 31      | 1,166.8       | 1,264.0     | 16,465        | 18,316      |  |
| SEP                    | 30      | 1,036.3       | 1,123.3     | 13,957        | 15,532      |  |
| OCT                    | 31      | 1,144.4       | 1,186.9     | 16,147        | 16,591      |  |
| NOV                    | 29      | 1,015.2       | 1,045.0     | 14,615        | 15,011      |  |
| DEC                    | 30      | 996.6         | 1,080.6     | 14,587        | 16,320      |  |
| JAN                    | 30      | 986.6         | 1,097.5     | 14,311        | 16,246      |  |
| FEB                    | 28      | 907.7         | 991.9       | 13,149        | 14,733      |  |
| MAR                    | 31      | 1,078.4       | 1,180.9     | 15,615        | 17,434      |  |
| APR                    | 29      | 1,068.5       | 1,166.7     | 14,869        | 16,661      |  |
| MAY                    | 30      | 1,114.7       | 1,217.4     | 15,915        | 17,692      |  |
| JUN                    | 30      | 1,057.8       | 1,158.5     | 14,873        | 16,714      |  |
| TOTAL                  | 359     | 12,649.6      | 13,682.6    | 178,798.0     | 197,353     |  |

| Months | July                          | Aug   | Sep   | Oct   | Nov   | Dec   | Jan   | Feb   | Mar   | Apr   | May   | Jun   | Total  |
|--------|-------------------------------|-------|-------|-------|-------|-------|-------|-------|-------|-------|-------|-------|--------|
| Routes | FY 2019 Fixed Route Ridership |       |       |       |       |       |       |       |       |       |       |       |        |
| 6      | 4,895                         | 5,161 | 5,009 | 5,935 | 4,784 | 4,424 | 4,439 | 4,071 | 4,552 | 4,264 | 4,445 | 4,130 | 56,109 |
| 9      | 6,021                         | 8,379 | 8,108 | 8,699 | 8,034 | 6,661 | 6,939 | 6,952 | 7,784 | 6,865 | 7,728 | 6,243 | 88,413 |
| 12     | 3,162                         | 1,904 | 1,686 | 1,862 | 1,611 | 1,629 | 1,588 | 1,478 | 1,779 | 1,834 | 1,684 | 1,566 | 21,783 |

| Months | July                        | Aug      | Sep      | Oct      | Nov      | Dec      | Jan      | Feb      | Mar      | Apr      | May      | Jun      | Total     |
|--------|-----------------------------|----------|----------|----------|----------|----------|----------|----------|----------|----------|----------|----------|-----------|
| Routes | FY 2019 Fixed Route Revenue |          |          |          |          |          |          |          |          |          |          |          |           |
| 6      | 2,953.86                    | 3,319.13 | 2,999.87 | 3,577.21 | 2,867.99 | 2,821.10 | 3,135.50 | 2,922.43 | 3,362.90 | 2,875.40 | 2,961.16 | 2,860.80 | 36,657.35 |
| 9      | 4,079.21                    | 6,364.64 | 5,529.27 | 6,332.07 | 5,866.32 | 5,478.26 | 5,609.90 | 4,979.17 | 5,258.14 | 5,137.86 | 5,862.62 | 5,242.21 | 65,739.67 |
| 12     | 2,934.35                    | 1,454.36 | 1,082.42 | 1,214.34 | 1,096.71 | 1,451.31 | 1,340.09 | 1,116.74 | 1,154.16 | 1,213.15 | 1,154.90 | 1,304.46 | 16,516.99 |



# ESTIMATED 2019/20 STATE TRANSIT ASSISTANCE & STATE OF GOOD REPAIR FUNDING APPORTIONMENTS

| STA 99313, 99314, and SBT1 State of Good Repair Funds |                        |                          |                         |                         |                        |                        |                          |                  |                  |                  |                  |                  |                             |
|---|------------------------|--------------------------|-------------------------|-------------------------|------------------------|------------------------|--------------------------|------------------|------------------|------------------|------------------|------------------|-----------------------------|
| Agency  | Population<br>7/1/2019 | % of Total<br>Population | STA Balance<br>7/1/2019 | SGR Balance<br>7/1/2019 | Estimated<br>99313 Rev | Estimated<br>99314 Rev | Reg. STA<br>Subtotal Rev | SGR<br>99314 Rev | SGR<br>99314 Rev | SGR<br>99314 Rev | STA<br>Transfers | SGR<br>Transfers | 2019/20 STA<br>Total Avail. |
| Dinuba  | 25,329                 | 6.2864%                  | \$66,336.42             | \$6,750.00              | \$220,919.39           | \$16,413.00            | \$23,732.39              | \$37,478.69      | \$2,536.00       | \$40,014.69      | \$0.00           | \$0.00           | \$303,668.81                |
| Exeter  | 11,092                 | 2.2953%                  | \$11,992.62             | \$2,762.95              | \$95,963.17            | \$0.00                 | \$95,963.17              | \$16,280.03      | \$0.00           | \$16,280.03      | \$0.00           | \$0.00           | \$107,955.79                |
| Farmersville  | 11,356                 | 2.3708%                  | \$12,210.72             | \$2,813.51              | \$99,068.32            | \$0.00                 | \$99,068.32              | \$16,806.81      | \$0.00           | \$16,806.81      | \$0.00           | \$0.00           | \$111,279.04                |
| Lindsay   | 13,356                 | 2.7691%                  | \$314,606.46            | \$3,236.16              | \$1,165,513.00         | \$0.00                 | \$1,165,513.00           | \$19,766.28      | \$0.00           | \$19,766.28      | \$0.00           | \$0.00           | \$431,119.46                |
| Porterville   | 60,200                 | 12.5774%                 | \$907,382.98            | \$166,746.37            | \$525,608.11           | \$62,910.00            | \$588,518.11             | \$89,168.73      | \$9,721.00       | \$98,889.73      | \$0.00           | \$0.00           | \$255,636.10                |
| Tulare  | 66,567                 | 13.8773%                 | \$1,045,110             | \$110,451.09            | \$594,108.84           | \$41,333.00            | \$635,441.84             | \$96,093.30      | \$6,387.00       | \$1,038,829.14   | \$0.00           | \$0.00           | \$2,151,527.19              |
| Visalia   | 138,207                | 28.8465%                 | \$405,386.52            | \$283,777.35            | \$1,205,408.22         | \$218,548.00           | \$1,423,956.22           | \$204,509.51     | \$33,770.00      | \$238,279.51     | \$0.00           | \$0.00           | \$560,720.15                |
| Woodlake  | 7,891                  | 1.6470%                  | \$10,382.51             | \$1,937.92              | \$68,827.97            | \$1,298.00             | \$70,125.97              | \$11,676.58      | \$202.00         | \$11,878.58      | \$0.00           | \$0.00           | \$80,508.46                 |
| County  | 144,741                | 30.2103%                 | \$37,455.67             | \$37,455.66             | \$1,262,479.98         | \$40,686.00            | \$1,331,165.98           | \$214,178.08     | \$10,613.00      | \$224,791.08     | \$0.00           | \$23,002.44      | \$1,366,621.65              |
| Totals  | 479,112                | 100.00%                  | \$1,876,188.00          | \$615,831.03            | \$4,178,977.90         | \$409,188.00           | \$4,588,165.90           | \$708,958.90     | \$63,228.00      | \$772,187.00     | \$0.00           | \$0.00           | \$9,443,353.92              |
|   |                        |                          |                         |                         |                        |                        |                          |                  |                  |                  |                  |                  | \$1,308,118.00              |
|   |                        |                          |                         |                         |                        |                        |                          |                  |                  |                  |                  |                  | \$1,653,870.86              |

## 2018/19 Transfer Agreements:

| Transfer | Transfer From | Transfer To | Amount      |
|----------|---------------|-------------|-------------|
| SGR      | Lindsay       | County      | \$23,002.44 |
| SGR      | Exeter        | Visalia     | \$19,042.98 |
| SGR      | Farmersville  | Visalia     | \$19,620.32 |
| a        | County        | Porterville |             |
| b        | County        | Porterville |             |
| c        | County        | Woodlake    |             |
| d        | County        | Visalia     |             |
| e        | Farmersville  | Visalia     |             |
| f        | Exeter        | Visalia     |             |
| g        | Lindsay       | County      |             |
| h        | Lindsay       | County      |             |
| i        | County        | Dinuba      |             |

## Measure R Eligible Funds per Amendment No. 4

|              | Baseline STA<br>2016/17 | SBT1<br>Differential* |
|--------------|-------------------------|-----------------------|
| Dinuba       | \$104,793.47            | \$172,563.60          |
| Exeter       | \$45,005.54             | \$67,237.65           |
| Farmersville | \$45,025.47             | \$70,849.66           |
| Lindsay      | \$52,282.96             | \$83,996.31           |
| Porterville  | \$269,842.22            | \$417,565.62          |
| Tulare       | \$279,080.83            | \$451,841.31          |
| Visalia      | \$640,892.40            | \$1,021,423.33        |
| Woodlake     | \$31,572.51             | \$50,432.04           |
| County       | \$654,975.61            | \$900,981.46          |

\*The SBT1 Differential is the amount attributable to SBT1, post-2016/17. Up to this amount, or up to the agency's available annual Measure R transit expansion allocation, whichever is less, may be credited for bike and pedestrian project use in Measure R.

Updated 8/12/19

Transfers for 17/18 transfer agreement amount, pending  
 Transfers for 18/19 transfer agreement amount, pending  
 Transfers through 'f' are for 18/19 standard service agreements, some pending  
 Transfers for 17/18 transfer agreement amount  
 Transfers for 18/19 transfer agreement amount, pending  
 Transfers for the 17/18 transfer agreement amount  
 Transfers for the 18/19 transfer agreement amount, pending

## 2019/20 Local Transportation Fund Apportionment Estimate

| Agency       | Population<br>1/1/2019 | % of Total<br>Population | BALANCE                  |                     | REVENUE              |                        | TOTAL                 |  |   |   |  |   |                 |
|--------------|------------------------|--------------------------|--------------------------|---------------------|----------------------|------------------------|-----------------------|--|---|---|--|---|-----------------|
|              |                        |                          | Cash Balance<br>7/1/2019 | 2019/20<br>Estimate | LTF Total<br>2019/20 | Transfer<br>Agreements | TDA<br>Administration | Provision<br>(Uncashable) <sup>1</sup> | Local Transportation<br>Construction <sup>1</sup> | Construction<br>and Majorcap <sup>1</sup> | Project<br>Implementation <sup>1</sup> | Pulse Transit and<br>Street & Road <sup>2</sup> | Claim Total     |
| Dinuba       | 25,328                 | 5.28%                    | \$0.00                   | \$1,034,191.19      | \$1,034,191.19       | \$78,287.65            | (\$14,907.78)         | \$0.00                                 | \$45,710.80                                       | \$5,286.45                                | \$3,704.16                             | \$1,042,869.56                                  | \$1,097,571.07  |
| Exeter       | 11,002                 | 2.30%                    | \$30,325.05              | \$449,232.92        | \$479,557.97         | (\$86,285.35)          | (\$6,475.65)          | \$0.00                                 | \$19,655.94                                       | \$2,295.33                                | \$1,609.02                             | \$363,035.68                                    | \$386,796.97    |
| Farmersville | 11,358                 | 2.37%                    | \$18,291.35              | \$463,769.09        | \$482,060.44         | (\$233,102.65)         | (\$8,885.19)          | \$0.00                                 | \$20,498.44                                       | \$2,370.64                                | \$1,661.08                             | \$217,742.45                                    | \$242,272.60    |
| Lindsay      | 13,358                 | 2.79%                    | \$0.00                   | \$545,432.96        | \$545,432.96         | \$23,092.60            | (\$7,862.37)          | \$0.00                                 | \$24,107.95                                       | \$2,788.07                                | \$1,953.58                             | \$531,813.59                                    | \$560,663.19    |
| Porterville  | 60,260                 | 12.58%                   | \$0.00                   | \$2,460,532.27      | \$2,460,532.27       | \$196,809.40           | (\$35,468.37)         | \$0.00                                 | \$108,754.69                                      | \$12,977.43                               | \$8,812.88                             | \$2,491,719.30                                  | \$2,621,864.31  |
| Tulare       | 66,967                 | 13.98%                   | \$299,080.98             | \$2,734,392.05      | \$3,024,473.03       | \$528.00               | (\$39,416.03)         | \$0.00                                 | \$120,859.20                                      | \$13,977.32                               | \$9,793.77                             | \$2,840,954.71                                  | \$2,895,554.99  |
| Visalia      | 138,207                | 28.65%                   | \$116,416.72             | \$5,643,258.94      | \$5,759,675.66       | \$21,237.45            | (\$81,347.10)         | \$0.00                                 | \$249,430.13                                      | \$28,846.49                               | \$20,212.45                            | \$5,401,076.94                                  | \$5,699,566.01  |
| Woodlake     | 7,891                  | 1.65%                    | \$10,857.00              | \$322,204.78        | \$333,061.78         | \$23,062.50            | (\$4,644.55)          | \$0.00                                 | \$14,241.34                                       | \$1,647.01                                | \$1,154.04                             | \$334,437.34                                    | \$351,479.73    |
| County       | 144,741                | 30.21%                   | \$1,979,521.12           | \$5,910,054.79      | \$7,889,575.91       | (\$23,620.60)          | (\$85,192.94)         | \$0.00                                 | \$261,222.41                                      | \$30,210.26                               | \$21,168.03                            | \$7,468,161.66                                  | \$7,780,762.36  |
| TOTALS:      | 479,112                | 100%                     | \$2,445,492.22           | \$19,560,069.00     | \$22,008,561.22      | \$0.00                 | \$282,000.00          | \$0.00                                 | \$664,681.00                                      | \$100,000.00                              | \$70,868.00                            | \$20,691,811.22                                 | \$21,778,681.22 |

<sup>1</sup> Claimant claims these amounts for transfer of funds directly to TCAg.

<sup>2</sup> Amount available directly to agencies for transit, then streets and roads.

<sup>3</sup> Required per PUC Section 99268.9

| Transfer | Transfer From | Transfer to  | LTF Amount   | Updated 10/18/19  |
|----------|---------------|--------------|--------------|---|
| a        | Visalia       | Donuba       | \$31,541.00  | Transfer 'a' is for 17/18 LCTOP (Cap and Trade)         |
| a        | Visalia       | Porterville  | \$79,540.00  | Transfers 'b' and 'c' are per regular service agreement |
| b        | Exeter        | Woodlake     | \$9,183.00   | Transfer 'd' is for PTMSEA residual, Spring 2018        |
| c        | Farmersville  | Visalia      | \$363,178.00 | Transfer 'e' is for 18/19 LCTOP                         |
| d        | County        | Tulare       | \$528.00     |   |
| e        | Visalia       | Donuba       | \$46,746.65  |   |
| e        | Visalia       | Exeter       | \$19,690.65  |   |
| e        | Visalia       | Farmersville | \$20,076.35  |   |
| e        | County        | Lindsay      | \$23,092.60  |   |
| e        | Visalia       | Porterville  | \$117,260.40 |   |
| e        | Visalia       | Woodlake     | \$13,878.50  |   |

**R. STEPHEN RICHARD, INC.**

2509 East Valley Oaks Drive  
Visalia, CA 93292  
Lic. 872672

AUG 20 2018

**INVOICE**

001117

DATE:

S  
O  
L  
D  
T  
O

VISALIA TRANSIT  
425 E. OAK AVE #301  
VISALIA CA 93292

S  
H  
I  
P  
T  
O

NO 344  
STOP 9002

| CUST. ORDER NO. | DATE SHIPPED | SHIPPED VIA | TERMS | SALESMAN | FOB | OUR ORDER NO. |
|-----------------|--------------|-------------|-------|----------|-----|---------------|
|-----------------|--------------|-------------|-------|----------|-----|---------------|

| QUANTITY                        | DESCRIPTION                      | UNIT PRICE | AMOUNT |
|---------------------------------|----------------------------------|------------|--------|
| 12                              | REMOVE SHELTER, BENCH, CAN, SIGN |            | 540 +  |
| VOOJ19                          |                                  |            |        |
| PO# 018002                      |                                  |            |        |
| Acct No: 4510-72000/089635-999  |                                  |            |        |
| Amount 540 -                    |                                  |            |        |
| Approved by: <i>[Signature]</i> |                                  |            |        |
| Date: 9/5/18                    |                                  |            |        |

Thank You.



2 ✓

✓

Priority: **None**

Priority: **None**

Priority: **None**

Priority: **None**

Remove Bus stop Shelter, bench, and trash can (if it is a City Trashcan) at Palm and Kaweah (Stop ID 9002). Please leave bus stop sign & pole, as the sign is going to be reused. If the signs are gone, please remove the pole.

### Shelter Stops

Date \_\_\_\_\_



**R. STEPHEN RICHARD, INC.**

2509 East Valley Oaks Drive  
Visalia, CA 93292  
Lic. 872672

**INVOICE**

001114

DATE: 13 Aug 18

S  
O  
L  
D  
T  
O

VISALIA TRANSIT  
425 E. OAK #301  
VISALIA CA 93292

S  
H  
I  
P  
T  
O

WO 342  
STG 9004

|                                       |                                   |             |       |          |            |               |
|---------------------------------------|-----------------------------------|-------------|-------|----------|------------|---------------|
| CUST ORDER NO                         | DATE SHIPPED                      | SHIPPED VIA | TERMS | SALESMAN | F.O.B.     | OUR ORDER NO. |
| QUANTITY                              | DESCRIPTION                       |             |       |          | UNIT PRICE | AMOUNT        |
| 10                                    | REMOVE SHELTER, BENCH, CAN? S.L.N |             |       |          |            | 450 —         |
| V00319                                |                                   |             |       |          |            |               |
| FO# <u>C18002</u>                     |                                   |             |       |          |            |               |
| Acci No: <u>4510-72000/CP9635-999</u> |                                   |             |       |          |            |               |
| Amount: \$ <u>450 —</u>               |                                   |             |       |          |            |               |
| Approved By: <u>cmulay cmulay</u>     |                                   |             |       |          |            |               |
| Date: <u>9/5/18</u>                   |                                   |             |       |          |            |               |

Thank You

EXETER

AUG 17 2018

Work Order #342

+15597134594

Assigned by: Christine Chavez

Created on: 07/31/2018 00:07:12 UTC

Last Updated: 07/31/2018 00:19:45 UTC

Assigned to: steven@hardpointassetrecovery.com

Due Date: 08/10/2018 22:00:00 UTC

Status: Open

Priority: None

#### WORK ORDER

### Remove Bus Shelter & Bench Stop ID 9004

Please remove Bus Stop Shelter, trashcan, and bench from Palm and E Street in Exeter (Stop ID#9006). Leave the signs, if still mounted. If removed by the time you get to the stop, please also remove the stop sign pole.

#### DETAILS

Location: Bus Stops and Shelters, City of Visalia

Asset:  
Name

Additional Information

Model

Bus Stop Shelters

Tracking on Master Log

Shelter Stops

Signature

Date

UpKeep

**R. STEPHEN RICHARD, INC.**

2509 East Valley Oaks Drive  
Visalia, CA 93292  
Lic. 872672

**INVOICE**

001113

DATE: 14 APR 18

S  
O  
L  
D  
T  
O

VISALIA TRANSIT  
425 E. OAK AVE #301  
VISALIA CA 93292

S  
H  
I  
P  
T  
O

WD 343  
STOP 9006

| CUST ORDER NO. | DATE SHIPPED | SHIPPED VIA | TERMS | SALESMAN | FOB. | OUR ORDER NO. |
|----------------|--------------|-------------|-------|----------|------|---------------|
|----------------|--------------|-------------|-------|----------|------|---------------|

| QUANTITY                       | DESCRIPTION                      | UNIT PRICE | AMOUNT |
|--------------------------------|----------------------------------|------------|--------|
| 10 HRS                         | REMOVE SHELTER, BENCH, CAN, SIGN |            | 450 -  |
| VOOK                           |                                  |            |        |
| PO# C18002                     |                                  |            |        |
| Acct No: 4510-72000/CP9635-999 |                                  |            |        |
| Amount: \$ 450 -               |                                  |            |        |
| Approved By: <u>mgulayman</u>  |                                  |            |        |
| Date: 9/5/18                   |                                  |            |        |

Thank You

EXETER

## Work Order #343

+15597134594

Assigned by: Christine Chavez

Created on: 07/31/2018 00:09:36 UTC

Last Updated: 07/31/2018 00:19:22 UTC

Assigned to: stewart@midwestassetrecovery.com

Due Date: 08/10/2018 22:00:00 UTC

Status: Open

Priority: **None**

AUG 17 2018

### WORK ORDER

#### Remove Bus Shelter & Bench Stop ID 9006

Remove Bus Shelter, bench, and trash can (if it matches the shelter) at Visalia Road near Orange (Chiropractors office - Stop ID 9006). Please leave the pole and stop sign standing. This stop ID will be assigned to the stop across the street. If pole remains, with no sign, please remove pole.

### DETAILS

**Location:** Bus Stops and Shelters, City of Visalia

**Asset:**

Name

Bus Stop Shelters

Additional Information

Tracking on Master Log

Model

Shelter Stops

Signature

Date

This Work Order was created by:



UpKeep

### 2019/20 Local Transportation Fund Apportionment Estimate

| Agency         | Population<br>1/1/2019 | % of Total<br>Population | BALANCE                  | REVENUE                | TOTAL                  | Transfer<br>Agreements | TDA<br>Administration | Penalties<br>(Uncollectable) <sup>3</sup> | AMOUNTS TO CLAIM                                  |   |  |  |                        |
|----------------|------------------------|--------------------------|--------------------------|------------------------|------------------------|------------------------|-----------------------|---|---|---|--|--|------------------------|
|                |                        |                          | Cash Balance<br>7/1/2019 | 2019/20<br>Estimate    | LTF Total<br>2019/20   |                        |                       |   | Local Transportation<br>Contribution <sup>1</sup> | Coordination<br>and Management <sup>1</sup> | Project<br>Implementation <sup>1</sup> | Public Transit and<br>Streets & Roads <sup>2</sup> | Claim Total            |
| Dinuba         | 25,328                 | 5.29%                    | \$0.00                   | \$1,034,191.19         | \$1,034,191.19         | \$0.00                 | (\$14,907.78)         | \$0.00                                    | \$45,710.90                                       | \$5,295.45                                  | \$3,704.16                             | \$94,581.91  | \$1,019,283.42         |
| Exeter         | 11,002                 | 2.30%                    | \$30,325.05              | \$449,232.92           | \$479,557.97           | \$0.00                 | (\$6,475.65)          | \$0.00                                    | \$19,855.94                                       | \$2,295.33                                  | \$1,609.02                             | \$449,321.03                                       | \$473,082.32           |
| Farmersville   | 11,358                 | 2.37%                    | \$18,291.35              | \$463,769.09           | \$482,060.44           | \$0.00                 | (\$9,685.19)          | \$0.00                                    | \$20,408.44                                       | \$2,378.64                                  | \$1,661.08                             | \$450,845.10                                       | \$475,375.25           |
| Lindsay        | 13,358                 | 2.79%                    | \$0.00                   | \$545,432.96           | \$545,432.96           | \$0.00                 | (\$7,692.37)          | \$0.00                                    | \$24,107.95                                       | \$2,788.07                                  | \$1,953.58                             | \$508,720.99                                       | \$537,570.59           |
| Porterville    | 60,200                 | 12.58%                   | \$0.00                   | \$2,460,532.27         | \$2,460,532.27         | \$0.00                 | (\$35,468.37)         | \$0.00                                    | \$108,754.69                                      | \$12,577.43                                 | \$8,812.88                             | \$2,294,918.90                                     | \$2,425,063.91         |
| Tulare         | 66,967                 | 13.98%                   | \$290,080.68             | \$2,734,392.05         | \$3,024,473.03         | \$0.00                 | (\$39,418.03)         | \$0.00                                    | \$120,850.20                                      | \$13,977.32                                 | \$9,793.77                             | \$2,840,426.71                                     | \$2,985,056.99         |
| Visalia        | 138,207                | 28.85%                   | \$116,416.72             | \$5,643,258.94         | \$5,759,675.66         | \$0.00                 | (\$81,347.10)         | \$0.00                                    | \$249,430.13                                      | \$28,846.49                                 | \$20,212.45                            | \$5,379,839.49                                     | \$5,678,328.56         |
| Woodlake       | 7,891                  | 1.65%                    | \$10,857.00              | \$322,204.78           | \$333,061.78           | \$0.00                 | (\$4,644.55)          | \$0.00                                    | \$14,241.34                                       | \$1,647.01                                  | \$1,154.04                             | \$311,374.84                                       | \$328,417.23           |
| County         | 144,741                | 30.21%                   | \$1,979,521.12           | \$5,910,054.79         | \$7,889,575.91         | \$0.00                 | (\$85,192.94)         | \$0.00                                    | \$281,222.41                                      | \$30,210.26                                 | \$21,168.03                            | \$7,491,792.26                                     | \$7,894,382.96         |
| <b>TOTALS:</b> | <b>479,112</b>         | <b>100%</b>              | <b>\$2,445,492.22</b>    | <b>\$19,563,069.00</b> | <b>\$22,008,561.22</b> | <b>\$0.00</b>          | <b>\$282,000.00</b>   | <b>\$0.00</b>                             | <b>\$864,681.00</b>                               | <b>\$100,000.00</b>                         | <b>\$70,069.00</b>                     | <b>\$20,691,811.22</b>                             | <b>\$21,726,561.22</b> |

<sup>1</sup>Claimant claims these amounts for transfer of funds directly to TCAG.

<sup>2</sup>Amount available directly to agencies for transit, then streets and roads

<sup>3</sup>Required per PUC Section 90258.9

| Transfer | Transfer From | Transfer to  | LTF Amount |
|----------|---------------|--------------|------------|
|          | Visalia       | Dinuba       | \$0.00     |
|          | Visalia       | Porterville  | \$0.00     |
|          | Visalia       | Woodlake     | \$0.00     |
|          | Exeter        | Visalia      | \$0.00     |
|          | Farmersville  | Visalia      | \$0.00     |
|          | County        | Tulare       | \$0.00     |
|          | Visalia       | Dinuba       | \$0.00     |
|          | Visalia       | Exeter       | \$0.00     |
|          | Visalia       | Farmersville | \$0.00     |
|          | County        | Lindsay      | \$0.00     |
|          | Visalia       | Porterville  | \$0.00     |
|          | Visalia       | Woodlake     | \$0.00     |

Updated 2/5/20

No transfers as of this date

19/20 LCTOP apportionments have not come out yet.

## City of Exeter Agenda Item Transmittal

**Meeting Date:** February 25, 2020

**Agenda Item Number:**

**H6**

**Wording for Agenda:** Adopt Resolution 2020-04 awarding a contract for the preparation of the "Complete Streets with ADA Compliance and Active Transportation Safety Enhancement Plan" for the City of Exeter to QK (Visalia, CA) in the amount of \$191,061.17 and authorizing the City Administrator to execute the contract.

**Submitting Department:** Finance

**Contact Name:** Chris Tavarez, Finance Director  
Eddie Wendt, Operations Manager

**Phone Number:** 559-592-2755

**Email:** [ctavarez@exetercityhall.com](mailto:ctavarez@exetercityhall.com)  
[ewendt@exetercityhall.com](mailto:ewendt@exetercityhall.com)

**For action by:**

☒ City Council

**Regular Session:**

☒ Consent Calendar

☐ Regular Item

☐ Public Hearing

**Review:**

**City Administrator  
(Initials Required)**



**Department Recommendation:**

Staff recommends that Council adopt Resolution 2020-04 as presented.

**Summary/Background:**

The City of Exeter needs to develop an American Disabilities Act (ADA) Transition Plan for addressing ADA requirements. A grant opportunity to develop this plan, along with a Complete Streets and Active Transportation Safety Enhancement Plan, became available through the 2019/2020 Sustainable Communities Grant Program administered through Caltrans' Road Maintenance and Rehabilitation Account. Development of these plans could assist the City in obtaining grant funding for improvements in the future and reduce liability.

The City of Exeter applied for, and was awarded, a \$196,537 Sustainable Communities Planning Grant on May 17, 2019. Tulare County Association of Governments (TCAG) has partnered with the City of Exeter to fund the additional \$25,463 (11.47%) required local match through Measure R, for a total project funding of \$222,000. The City Council adopted Resolution 2019-16 approving to enter into an agreement with Caltrans to hire a qualified consultant to complete the Plan. The agreement was executed on November 11, 2019 and requires completion of the project by April 28, 2022.

Exeter staff began to develop the Request for Proposals (RFP) after receiving the Notice to Proceed from Caltrans on November 14, 2019. City Staff sent the draft RFP to Caltrans for review and approval. The RFP was released for advertisement on the City Website and Facebook page and mailed/emailed directly to 39 Transportation Planning Consultants on December 6, 2019 and remained open until January 6, 2020. The City initially received one proposal on January 6, 2020. The advertising period was extended to January 22, 2020 to allow two additional weeks to make sure all consultants had enough time to submit, with the City receiving one additional proposal by the extended deadline.

City of Exeter, Caltrans and TCAG staff reviewed and scored the two proposals received (See Attachment A for Specific Scoring and Criteria). QK scored an average of 94.8 points and TJKM (San Jose) scored 92 points. Both firms are qualified to do the project and were very close in scoring. QK appeared to have a better understanding of the City's needs in the development of a stand-alone ADA Transition Plan, planning to partner with Valley Research and Planning (VRPA) out of Fresno to conduct the public participation aspect of the Plan (with a total of 1,342 staff hours). TKJM planned to partner with 4 Creeks out of Visalia to complete the ADA component (with a total of 1243 staff hours). Overall QK's understanding of the project and proposal thoroughness resulted in them receiving the higher score. Upon execution of a contract with QK, the project will commence and include multiple public outreach meetings/events and a future Council presentation for approval of the Plan. The project is scheduled to be completed by August 2021.

**Fiscal Impact:**

Makes available \$196,537 from Caltrans Sustainable Communities Grant Program and an additional \$25,463 Measure R local matching funds to develop the Complete Street with ADA Compliance and Active Transportation Safety Enhancement Plan. The City of Exeter will benefit from the Plan with minimal city funding from Transportation Funds to administer the grant.

**Prior Council/Board Actions:**

Resolution 2019-16 was adopted by the Exeter City Council on June 25, 2019, authorizing the City Administrator to enter into an agreement with Caltrans for the project.

**Attachments:**

Resolution 2020-04

Attachment A - Scoring Criteria and individual scores.

|  |
|--|
| <p><b>Recommended motion to be made by Council/Board:</b> I move to adopt Resolution 2020-04 as presented.</p> |
|--|



**RESOLUTION 2020-04**

**A RESOLUTION OF THE CITY COUNCIL OF THE CITY OF EXETER  
AWARDING A CONTRACT FOR PREPARATION OF THE COMPLETE STREETS WITH ADA  
COMPLIANCE AND ACTIVE TRANSPORTATION SAFETY ENHANCEMENT PLAN FOR  
THE CITY OF EXETER TO QK (VISALIA, CA) IN THE AMOUNT OF \$191,061.17 AND  
AUTHORIZE THE CITY ADMINISTRATOR TO EXECUTE THE CONTRACT**

WHEREAS, in November of 2018 Caltrans conducted a call for applications for Fiscal Year 2019/2020 Sustainable Communities Strategic (SCS) Partnerships grants; and

WHEREAS, The City Council authorized application for the 2019/2020 SCS Grant funds to conduct a Complete Streets with ADA Compliance and Active Transportation Safety Enhancement Plan; and

WHEREAS, the City of Exeter's application was selected by Caltrans to be awarded \$196,537 in SCS grant funds with a local match of \$25,463 to be funded through Measure R for a project total of \$222,000; and

WHEREAS, the City Council adopted Resolution 2019-16 approving to enter into an agreement with Caltrans to hire a qualified consultant to complete the "Complete Streets with ADA Compliance and Active Transportation Safety Enhancement Plan" for the City of Exeter; and

WHEREAS, the City of Exeter and Caltrans entered into an agreement on November 11, 2019 to develop the "Complete Streets with ADA Compliance and Active Transportation Safety Enhancement Plan" to be completed by April 28, 2022; and

WHEREAS, after receiving the notice to proceed on November 14, 2019 from Caltrans, the City of Exeter's staff advertised the Request for Proposals (RFP) and sent out 39 Requests for Proposals to qualified consultants from December 6, 2019 through January 22, 2020. The City received proposals from QK and TJKM; and

WHEREAS, City of Exeter, Caltrans and Tulare County Association of Governments staff reviewed the proposals from QK and TJKM, with QK (Visalia) scoring an average of 94.8 points and TJKM (San Jose) scoring 92 points; and

WHEREAS, the City of Exeter staff recommends selecting QK to develop the Complete Streets with ADA Compliance and Active Transportation Safety Enhancement Plan for the City of Exeter at a cost of \$191,061.17;

//

//

//

//

**NOW, THEREFORE, BE IT RESOLVED** by the City Council of the City of Exeter that a contract be awarded to QK to develop the Complete Streets with ADA Compliance and Active Transportation Safety Enhancement Plan for the City of Exeter in the amount of \$191,061.17 and authorize the City Administrator to execute the contract.

PASSED, APPROVED AND ADOPTED this \_\_\_\_\_ day of \_\_\_\_\_

AYES:

NOES:

ABSTAIN:

ABSENT:

\_\_\_\_\_  
Mayor

Attest:

\_\_\_\_\_  
City Clerk

Attachment A

| <u>CRITERIA</u>  | <u>POINTS</u> |
|--|---------------|
| <u>THE PROPOSAL</u>  |               |
| Comprehension of Project   | 10            |
| Thoroughness of Proposal   | 15            |
| Meeting the RFP Objectives   | 20            |
| Project Delivery Time (October 1, 2021)  | 4             |
| <u>CONSULTANT QUALIFICATIONS</u>   |               |
| Qualifications and Experience  | 25            |
| References   | 15            |
| DBE Participation Level  | 3             |
| <u>COST</u>  |               |
| Reasonableness of Cost   | 5             |
| Local Firm <sup>1</sup>  | 3             |
| <sup>1</sup> Local firm are required to meet both of the following:<br>- Local office in Tulare County AND at least 51% of the work be conducted by employees in the local office. |               |
| TOTAL POSSIBLE   | 100           |

| Eddie Wendt, COE |    | Ben Kimball TCAG |    | Chris Tavaraz COE |    | Edjar Hernandez, CT |      |
|------------------|----|------------------|----|-------------------|----|---------------------|------|
| TIKM             | QK | TIKM             | QK | TIKM              | QK | TIKM                | QK   |
| 9                | 9  | 8                | 10 | 9                 | 9  | 10                  | 10   |
| 13               | 14 | 15               | 15 | 13                | 14 | 15                  | 15   |
| 17               | 19 | 20               | 20 | 18                | 18 | 20                  | 20   |
| 4                | 4  | 4                | 4  | 4                 | 4  | 3                   | 4    |
|                  |    |                  |    |                   |    |                     |      |
|                  |    |                  |    |                   |    |                     |      |
|                  |    |                  |    |                   |    |                     |      |
| 25               | 23 | 20               | 23 | 24                | 24 | 24                  | 25   |
| 15               | 15 | 10               | 8  | 15                | 15 | 13                  | 15   |
| 3                | 3  | 3                | 3  | 3                 | 3  | 3                   | 1.5  |
|                  |    |                  |    |                   |    |                     |      |
|                  |    |                  |    |                   |    |                     |      |
| 5                | 5  | 5                | 5  | 5                 | 5  | 5                   | 5    |
|                  |    |                  |    |                   |    |                     |      |
| 3                | 3  | 1                | 3  | 3                 | 3  | 1                   | 3    |
|                  |    |                  |    |                   |    |                     |      |
| 94               | 95 | 86               | 91 | 94                | 95 | 94                  | 98.5 |

Score Average: QK 94.875  
TIKM 92

## City of Exeter Agenda Item Transmittal

**Meeting Date:** February 25, 2020

**Agenda Item Number:** H7

**Wording for Agenda:** Affirm the emergency approval of construction contract change order for water distribution valve replacements to the contract with Lyles Utility Construction, LLC of Fresno, CA previously approved by Council and paid from the 19/20 \$100,000 budget appropriated for capital projects related to the City's water lines.

**Submitting Department:** Public Works  
**Contact Name:** Daymon Qualls  
**Phone Number:** 559.592.3318  
**Email:** dqualls@exetercityhall.com

**For action by:**

☒ City Council

**Regular Session:**

☒ Consent Calendar

☐ Regular Item

☐ Public Hearing

**Review:**

**City Administrator  
(Initials Required)**



**Department Recommendation:**

Staff recommends that Council approve the construction contract change order as presented.

**Summary/Background:**

As a result of the recent valve exercising project, which was approved by Council on April 23, 2019, there are four valves that are now leaking and in need of immediate replacement. All pre-qualified contractors were contacted and given an opportunity to bid on this project. At its regularly scheduled meeting on December 10, 2019, the Council awarded and authorized the City Administrator to sign a contract with Lyles Utility Construction, LLC of Fresno, CA in the amount of \$42,892 to preform emergency replacements of the four water distribution system valves.

Efforts to isolate the four valves to be replaced resulted in three additional water valves within the isolation area that have been identified for future replacement by the City and water valve exerciser. In anticipation of the upcoming Palm Ave. Reconstruction Project, an out of date fire hydrant, located on the south side of Palm Ave., between A Street and B Street, should also be removed and replaced prior to the road work. The purchase order was updated to include the change order with an emergency approval in an effort to expedite the work so that there would be sufficient time for completion and confirmation of leak repair prior to the road project starting.

In order to effectively isolate the area for crews to make these necessary repairs, a large section of the City's water distribution will be shut down for several hours. This will affect approximately one-hundred residential and commercial water services. Due to the number of commercial businesses being affected by the water shutdown, the work is being scheduled for after business hours, thus the reason for the night work premium.

**Description of Change Orders:**

| Issue  | Description                              | Amount of CO        |
|--------|--|---------------------|
| CO 001 | Remove and replace fire hydrant assembly | \$ 13,153.11        |
|        | Install three (3) additional valves      | \$ 31,814.55        |
|        | Night work premium                       | \$ 4,530.54         |
|        | <b>Total</b>                             | <b>\$ 49,498.20</b> |

**Fiscal Impact:** As part of the fiscal year 19/20 Budget, \$100,000 was appropriated for capital projects related to the City's water lines. This project's appropriation total is \$92390.20 which will be utilized from that authorization.

**Prior Council/Board Actions:** December 10, 2019, the Council awarded and authorized the City Administrator to sign a contract with Lyles Utility Construction, LLC of Fresno, CA in the amount of \$42,892 to preform replacements of the four water distribution system valves prior to the Palm road project.

**Attachments:** Change Order No, 001

**Recommended motion to be made by Council/Board:** I move to affirm the emergency approval of construction contract change order for water distribution valve replacements to the contract with Lyles Utility Construction, LLC of Fresno, CA previously approved by Council and paid from the 19/20 \$100,000 budget appropriated for capital projects related to the City's water lines.

Change Order No. **001**

Date of Issuance: 02/06/2020 Effective Date: 02/06/2020  
Owner: City of Exeter Owner's Contract No.:  
PO #205006  
Contractor: Lyles Utility Construction, LLC Contractor's Project No.:  
19-1106-0078  
Project: City of Exeter – Water Valve Replacement Contract Name: N/A

The Contract is modified as follows upon execution of this Change Order:

Description: Efforts to isolate valves identified in the original scope of work resulted in three additional water valves needing replacement. In anticipation of the upcoming Palm Ave. Reconstruction Project, an out of date fire hydrant is also being removed and replaced. Due to the number of commercial businesses being affected by the shutdown, a night work premium has been authorized and the work is being scheduled for after business hours.

| CHANGE IN CONTRACT PRICE  | CHANGE IN CONTRACT TIMES<br><i>[note changes in Milestones if applicable]</i>  |
|---|--|
| Original Contract Price:<br>\$42,892. _____   | Original Contract Times:<br>Substantial Completion: _____<br>Ready for Final Payment: _____<br>days or dates   |
| [Increase] [Decrease] from previously approved Change Orders No. ____ to No. <u>X</u> :<br>\$ _____ | [Increase] [Decrease] from previously approved Change Orders No. ____ to No. ____ :<br>Substantial Completion: _____<br>Ready for Final Payment: _____<br>days |
| Contract Price prior to this Change Order:<br>\$ N/A _____  | Contract Times prior to this Change Order:<br>Substantial Completion: _____<br>Ready for Final Payment: _____<br>days or dates                                 |
| [Increase] [Decrease] of this Change Order:<br>\$ 49,498.20 _____                                   | [Increase] [Decrease]-of this Change Order:<br>Substantial Completion: _____<br>Ready for Final Payment: _____<br>days or dates                                |
| Contract Price incorporating this Change Order:<br>\$92,390.20 _____                                | Contract Times with all approved Change Orders:<br>Substantial Completion: _____<br>Ready for Final Payment: _____<br>days or dates                            |

RECOMMENDED:

ACCEPTED:

ACCEPTED:

|                                 |                             |                         |
|---------------------------------|-----------------------------|-------------------------|
| By: _____<br>City of Exeter     | By: _____<br>City of Exeter | By: _____<br>Contractor |
| Title: Director of Public Works | Title: City Administrator   | Title: _____            |
| Date: _____                     | Date: _____                 | Date: _____             |