



**REGULAR MEETING AGENDA
OF THE
ARVIN CITY COUNCIL / SUCCESSOR AGENCY TO THE
ARVIN COMMUNITY REDEVELOPMENT AGENCY / ARVIN HOUSING
AUTHORITY / ARVIN PUBLIC FINANCING AUTHORITY**

**TUESDAY JUNE 19, 2018 6:00p.m.
CITY HALL COUNCIL CHAMBERS
200 CAMPUS DRIVE, ARVIN**

CALL TO ORDER

Mayor Jose Gurrola

PLEDGE OF ALLEGIANCE

INVOCATION

ROLL CALL

Jose Gurrola	Mayor
Jess Ortiz	Mayor Pro Tem
Jazmin Robles	Councilmember
Erika Madrigal	Councilmember
Gabriela Martinez	Councilmember

STAFF

Richard G. Breckinridge	Interim City Manager/Chief of Police
Shannon L. Chaffin	City Attorney – Aleshire & Wynder
Jeff Jones	Finance Director
Adam Ojeda	City Engineer – DeWalt Corporation
Cecilia Vela	City Clerk

PUBLIC COMMENTS:

The meetings of the City Council and all municipal entities, commissions, and boards (“the City”) are open to the public. At regularly scheduled meetings, members of the public may address the City on any item listed on the agenda, or on any non-listed matter over which the City has jurisdiction. At special or emergency meetings, members of the public may only address the City on items listed on the agenda. The City may request speakers to designate a spokesperson to provide public input on behalf of a group, based on the number of people requesting to speak and the business of the City.

In accordance with the Brown Act, all matters to be acted on by the City must be posted at least 72 hours prior to the City meeting. In cases of an emergency, or when a subject matter needs immediate action or comes to the attention of the City subsequent to the agenda being posted, upon making certain findings, the City may act on an item that was not on the posted agenda.

AGENDA STAFF REPORTS AND HANDOUTS:

Staff reports and other disclosable public records related to open session agenda items are available at City Hall, 200 Campus Drive, Arvin, CA 93203 during regular business hours.

CONDUCT IN THE CITY COUNCIL CHAMBERS:

Rules of Decorum for the Public

Members of the audience shall not engage in disorderly or boisterous conduct, including the utterance of loud, threatening or abusive language, clapping, whistling, stamping of feet or other acts which disturb, disrupt, impede or otherwise render the orderly conduct of the City meeting infeasible. A member of the audience engaging in any such conduct shall, at the discretion of the presiding officer or a majority of the City, be subject to ejection from the meeting per Gov. Code Sect. 54954.3(c).

Removal from the Council Chambers

Any person who commits the following acts in respect to a meeting of the City shall be removed from the Council Chambers per Gov. Code Sect. 54954.3(c).

- (a) Disorderly, contemptuous or insolent behavior toward the City or any member thereof, tending to interrupt the due and orderly course of said meeting;
- (b) A breach of the peace, boisterous conduct or violent disturbance, tending to interrupt the due and orderly course of said meeting;
- (c) Disobedience of any lawful order of the Mayor, which shall include an order to be seated or to refrain from addressing the City; and
- (d) Any other unlawful interference with the due and orderly course of said meeting.

AMERICANS with DISABILITIES ACT:

In compliance with the ADA, if you need special assistance to participate in a City meeting or other services offered by the City, please contact the City Clerk’s office, (661) 854-3134. Notification of at least 48 hours prior to the meeting or time when services are needed will assist the City staff in assuring that reasonable arrangements can be made to provide accessibility to the meeting or service.

1. Approval of Agenda as To Form.

Motion _____ Second _____ Vote _____

Roll Call: CM Robles _____ CM Madrigal _____ CM Martinez _____ MPT Ortiz _____ Mayor Gurrola _____

2. PUBLIC COMMENTS

(This is the opportunity for the public to address the City Council on any matter on the agenda or any item of interest to the public that is within the subject matter jurisdiction of the City Council.)

3. CONSENT AGENDA ITEM(S)

- A. Approval of Demand Register(s) of June 02, 2018 – June 15, 2018.
- B. Approval of Payroll Register(s) of June 15, 2018.
- C. Approval of the Minutes of the Regular Meeting(s) of June 05, 2018.
- D. Approval of A Resolution of the City Council of the City of Arvin Establishing the Appropriation Limit for Fiscal Year 2018-2019.
- E. A Resolution of the City Council of the City of Arvin Calling and Giving Notice of the Holding of A General Municipal Election to be Held on Tuesday, November 06, 2018, for the Election of Three (3) Members of the City Council.
- F. Approval of A Resolution of the City Council of the City of Arvin to Authorize the Mayor and/or the Interim City Manager to Sign a Termination Statement - With the State of California - Department of Transportation (Caltrans) In Respects to Project 0614000162 - Installing Traffic Signals in the City of Arvin 0.2 Miles West of Derby Street to King Street.
- G. A Resolution of the City Council of the City of Arvin Consenting to the Submittal of An Application to the Kern Council of Governments Transportation Development Act – Article 3 Bicycle and Pedestrian Facilities Program for the City of Arvin; and Authorizing Related Actions.
- H. Approval of Task Order No. 1801-QK for Derby HSIP Coordination Services and Affirmation of Memorandum of Understanding (MOU) Regarding Continued Professional Services Between City of Arvin and QK - September 19, 2017, Agreement No. 2017-25.
- I. Approval to Set the Public Hearing Date for August 21, 2018 to Consider the Appeal of Planning Commission Conditional Use Permit 2017-Petro Lud - Stockton Project - Oil and Gas Exploratory and Production Well -APN 189-351-36 Southwest Corner of Sycamore Road and Meyer Street, Establishment of a drill pad no larger than 300'-0" X 500'-0" and four (4) exploratory well sites which may be converted into production wells and

adoption of a related CEQA exemption findings pursuant to the California Environmental Quality Act, Unless Previously Withdrawn by the Appellant Before Such Date.

- J. Approval to Set the Public Hearing Date for September 4, 2018 Regarding the Appeal of Planning Commission Conditional Use Permit and Site Development Plan (SDP) 2018-240LA – Ismaili Market – Expansion of a Non-Conforming Use – Regarding Storage and Patio Use, and Denial of Expansion for a Take Out Kitchen, Located within the R-1 Single Family Dwelling Zone at 240 Langford in Arvin, and Adopt the Notice of Exemption Per CQA Guidelines Section 15061(B) (3), Unless Previously Withdrawn by the Appellant Before Such Date.

Staff recommends approval of the Consent Agenda.

Motion _____ Second _____ Vote _____

Roll Call: CM Robles _____ CM Madrigal _____ CM Martinez _____ MPT Ortiz _____ Mayor Gurrola _____

4. PUBLIC HEARING ITEM(S)

- A. A Public Hearing Regarding the Draft 2018 Regional Transportation Plan/Sustainable Communities Strategy; Draft 2019 Federal Transportation Improvement Program and Corresponding Draft Air Quality Conformity Analysis; and Draft Environmental Impact Report. (Rob Ball – Kern Council of Governments)

Staff recommends the City Council open the hearing, allow for public testimony, and close the hearing.

- B. Public Hearing to Consider Adoption and Second Reading, by Title Only, of an Ordinance of the City Council of the City of Arvin Amending and Renumbering Chapter 17.62 (“Commercial Cannabis Activity”) of Title 17 of the Arvin Municipal Code and Thereby Adding Chapter 17.64 (“Commercial Cannabis Activity”) to Title 17 of the Arvin Municipal Code to Establish Comprehensive Regulations Pertaining to Commercial Cannabis Activity, and Finding an Exemption from the California Environmental Quality Act. (Finance Director / City Attorney)

Staff recommends the City Council consider adopting the Ordinance to be read by title only, open the hearing, allow for public testimony, close the hearing, waive second reading of the Ordinance, and approve the adoption of the Ordinance.

Motion _____ Second _____ Vote _____

Roll Call: CM Robles _____ CM Madrigal _____ CM Martinez _____ MPT Ortiz _____ Mayor Gurrola _____

- C. Public Hearing to Consider Adoption and Second Reading, by Title Only, of an Ordinance of the City Council of the City of Arvin Amending Chapter 17.56 of Title 17 of the Arvin Municipal Code to Add Commercial Cannabis Businesses as a Permitted Use in Specific Zones and to Add Express Procedures for Suspension and Revocation of Conditional Use Permits, and Finding an Exemption from the California Environmental Quality Act. (Finance Director / City Attorney)**

Staff recommends the City Council consider adopting the Ordinance to be read by title only, open the hearing, allow for public testimony, close the hearing, waive second reading of the Ordinance, and approve the adoption of the Ordinance.

Motion _____ Second _____ Vote _____

Roll Call: CM Robles _____ CM Madrigal _____ CM Martinez _____ MPT Ortiz _____ Mayor Gurrola _____

- D. Public Hearing to Consider Adoption and Second Reading, by Title Only, of an Ordinance of the City Council of the City of Arvin, Modifying the Arvin Municipal Code Such That Certain Fees Which Must Be Set By Ordinance May Now Be Set By Resolution, By Amending The Following Sections of the Arvin Municipal Code: Section 16.40.040 of Chapter 16.40 of Title 16; Section 17.45.130 of Chapter 17.45 of Title 17; Section 17.45.210 of Chapter 17.45 of Title 17; Section 17.46.060 of Chapter 17.46 of Title 17; Section 17.54.080 of Chapter 17.54 of Title 17; and Section 17.60.080 of Chapter 17.60 of Title 17. (City Planner / City Attorney)**

Staff recommends the City Council consider adopting the Ordinance to be read by title only, open the hearing, allow for public testimony, close the hearing, waive second reading of the Ordinance, and approve the adoption of the Ordinance.

Motion _____ Second _____ Vote _____

Roll Call: CM Robles _____ CM Madrigal _____ CM Martinez _____ MPT Ortiz _____ Mayor Gurrola _____

- E. Public Hearing to Consider Adoption and Second Reading, by Title Only, of An Ordinance of the City Council of the City of Arvin, Modifying the Arvin Municipal Code Such That Certain Fees Which Must Be Set By Ordinance May Now Be Set By Resolution, By Amending The Following Sections of the Arvin Municipal Code: Section 3.32.010 of Chapter 3.32 of Title 3; Section 3.32.020(A) of Chapter 3.32 of Title 3 of the Arvin Municipal Code; The First Paragraph of Section 3.32.040(A) of Chapter 3.32 of Title 3 of the Arvin Municipal Code; Section 10.02.010 of Chapter 10.02 of Title 10; Section 10.02.020 of Chapter 10.02 of Title 10; Section 12.04.040(B) of Chapter 12.04 of Title 12; Section 12.04.250 of Chapter 12.04 of Title 12; Section 12.12.070 of Chapter 12.12 of Title 12; Section 12.16.030(B) of Chapter**

12.16 of Title 12; Section 15.08.010(M) of Chapter 15.08 of Title 15; and Section 15.24.090 of Chapter 15.24 of Title 15. (City Planner / City Attorney)

Staff recommends the City Council consider adopting the Ordinance to be read by title only, open the hearing, allow for public testimony, close the hearing, waive second reading of the Ordinance, and approve the adoption of the Ordinance.

Motion _____ Second _____ Vote _____

Roll Call: CM Robles _____ CM Madrigal _____ CM Martinez _____ MPT Ortiz _____ Mayor Gurrola _____

F. Public Hearing to Consider Adoption of A Resolution of the City Council of the City of Arvin Amending and Updating the Existing Citywide Master Fee Schedule, Thereby Adjusting the Existing Citywide Fees and Charges. (City Planner)

Staff recommends that the City Council open the hearing, allow for public testimony, close the hearing, and approve the Resolution.

Motion _____ Second _____ Vote _____

Roll Call: CM Robles _____ CM Madrigal _____ CM Martinez _____ MPT Ortiz _____ Mayor Gurrola _____

G. Public Hearing to Consider Adoption of A Resolution of the City Council of the City of Arvin, California, Amending the Citywide Master Fee Schedule by Adopting Fees Pursuant to Chapter 17.64, "Commercial Cannabis Activity," of the Arvin Municipal Code. (Finance Director)

Staff recommends that the City Council open the hearing, allow for public testimony, close the hearing, and approve the Resolution.

Motion _____ Second _____ Vote _____

Roll Call: CM Robles _____ CM Madrigal _____ CM Martinez _____ MPT Ortiz _____ Mayor Gurrola _____

H. Public Hearing to Consider Adoption of A Resolution of the City Council of the City of Arvin Adopting the Annual Operating and Capital Budgets for Fiscal Year 2018-2019. (Finance Director)

Staff recommends that the City Council open the hearing, allow for public testimony, close the hearing, and approve the Resolution to adopt the proposed Fiscal Year 18/19 Budget and Fiscal Year 18/19 Capital Improvement Plan.

Motion _____ Second _____ Vote _____

Roll Call: CM Robles _____ CM Madrigal _____ CM Martinez _____ MPT Ortiz _____ Mayor Gurrola _____

5. DISCUSSION ITEM(S)

A. Utility Tax (Finance Director)

6. STAFF REPORTS

A. Monthly Financial Report – May 2018 (Finance Director)

7. COUNCIL MEMBER COMMENTS

8. CLOSED SESSION ITEM(S)

A. Conference with Legal Counsel: Anticipated Litigation (Pursuant to Government Code § 54956.9)
Three Potential Cases

B. Conference with Legal Counsel: Liability Claims (Pursuant to Cal. Govt. Code § 54956.9(d)(2)
Claimant: Jemeal Reid - AIMS File No. FR97918-AH; RMA Claim No. 17968
Against: City of Arvin

9. ADJOURNMENT

I hereby certify under penalty of perjury under the laws of the State of California that the foregoing agenda was posted on the Arvin City Council Chambers Bulletin Board not less than 72 hours prior to the meeting. Dated June 15, 2018.



Cecilia Vela, City Clerk

Edit List of Invoices - Summary

DEMAND LIST 06/05/2018

3.B.a

Date: 06/11/2018

Time: 1:17 pm

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City of Arvin

Ref. No.	Vendor Name	Invoice No.	Posting Date	PO Number	Invoice Date	Invoice Description	Invoice Amount
47061	ARBORPRO INC.	61153	06/05/2018		06/05/2018	GPS TREE INVENTORY	52,850.00
						Vendor Total:	52,850.00
47062	ARVIN COMM SERVICES DIST		06/05/2018		06/05/2018	SVC. 04.23.18-05.23.18	11,996.25
	CITY OF ARVIN 4.23.18-5.23.18					Vendor Total:	11,996.25
47087	AT&T MOBILITY	287251442687X05282018	06/06/2018		06/06/2018	A#287251442687 M&I DEPT.	213.03
						Vendor Total:	213.03
47082	BLACKBURN OIL COMPANY LLC		06/06/2018		06/06/2018	FUEL USAGE REPORT MAY 2018	10,370.85
	FUEL USAGE REPORT MAY 2018					Vendor Total:	10,370.85
47063	CENTRAL CALIF. ASSOC. PUBLIC		06/05/2018		06/05/2018	COA UNION DUES 6.1.18	681.41
	COA UNION DUES 6.1.18					Vendor Total:	681.41
47088	CLEAN CUT LANDSCAPE MANAGEMENT		06/06/2018		06/06/2018	LANDSCAPE SVC. MAY 2018-LLMI	645.00
	1381						
47089	CLEAN CUT LANDSCAPE MANAGEMENT		06/06/2018		06/06/2018	LANDSCAPE SVC. MAY 2018-LLMI	2,680.00
	1380					Vendor Total:	3,325.00
47064	COMMUNICATION ENTERPRISES	1095123	06/05/2018		06/05/2018	LTR 450 PAMPA DISPATCH-TRANS	135.00
						Vendor Total:	135.00
47086	COMPLETE HARDWARE STORE & MORE	193202	06/06/2018		06/06/2018	PARK REPAIR SUPPLIES-KOVACE	3.23
						Vendor Total:	3.23
47065	FRANCHISE TAX BOARD		06/05/2018		06/05/2018	WITHHOLDING ORDER 6.1.18	150.00
	WITHHOLDING ORDER 6.1.18					Vendor Total:	150.00
47067	JTS TRUCKING REPAIR	218512	06/05/2018		06/05/2018	MAINTENANCE FLEET#207	90.00
47068	JTS TRUCKING REPAIR	218538	06/05/2018		06/05/2018	MAINTENANCE FLEET#209	477.22
47069	JTS TRUCKING REPAIR	218539	06/05/2018		06/05/2018	MAINTENANCE FLEET#211	567.22
						Vendor Total:	1,134.44
47066	KERN COUNTY SHERIFF'S OFFICE		06/05/2018		06/05/2018	WITHHOLDING ORDER 6.1.18	213.24
	LEVYING #201806445 6.1.18					Vendor Total:	213.24
47070	MOUNTAINSIDE DISPOSAL	502206	06/05/2018		06/05/2018	LANDFILL FEE 6.1.18	162.12
						Vendor Total:	162.12
47090	O'REILLY AUTOMOTIVE, INC	4451-354140	06/06/2018		06/06/2018	BATTERY FLEET#301	350.99
						Vendor Total:	350.99
47083	PACIFIC TIRE ARVIN	20720	06/06/2018		06/06/2018	MAINTENANCE FLEET #211	690.88

Attachment: Demand Register(s) of June 02, 2018 – June 15, 2018. (Demand Register(s) of June 02, 2018 – June 15, 2018)

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City of Arvin

Ref. No.	Vendor Name	Invoice No.	Posting Date	PO Number	Invoice Date	Invoice Description	Invoice Amount
						Vendor Total:	690.88
47071	PROVOST & PRITCHARD	68229	06/05/2018		06/05/2018	SYCAMORE RD FLOOD REDUCTI	5,908.44
						Vendor Total:	5,908.44
47072	SAN JOAQUIN VALLEY APCD	S4169	06/05/2018		06/05/2018	18/19 ANNUAL PERMITS TO OPEF	264.00
						Vendor Total:	264.00
47073	SC COMMUNICATIONS, INC	98665	06/05/2018		06/05/2018	DISPATCH REPAIR	115.00
						Vendor Total:	115.00
47085	SOUTH VALLEY ELECTRICAL	3589	06/06/2018		06/06/2018	ELECTRICAL SVC. DIGIORGIO PA	399.54
						Vendor Total:	399.54
47074	SPARKLETTS	4361964	06/05/2018	060118	06/05/2018	SVC. MAY 2018	422.45
						Vendor Total:	422.45
47075	SPECTRUM BUSINESS	064070101052718	06/05/2018		06/05/2018	A#0050640701-01 SVC. JUNE 2018	274.28
						Vendor Total:	274.28
47080	STAPLES BUSINESS ADVANTAGE		06/05/2018		06/05/2018	OFFICE SUPPLIES CITY HALL	177.40
						ORDER#7196965202	
47081	STAPLES BUSINESS ADVANTAGE		06/05/2018		06/05/2018	OFFICE SUPPLIES-COMM.DEV.DE	32.42
						ORDER#7197815052	
						Vendor Total:	209.82
47091	TAG-AMS, INC	2732096	06/06/2018		06/06/2018	ANNUAL RENEWAL FEE 3.1.18	175.00
47092	TAG-AMS, INC	2728546	06/06/2018		06/06/2018	ANNUAL RENEWAL FEE 1.1.18	300.00
						Vendor Total:	475.00
47077	U.S. HEALTHWORKS MEDICAL	3331906-CA	06/05/2018		06/05/2018	RANDOM TEST-TRANSIT	137.00
						Vendor Total:	137.00
47076	U.S. POSTAL SERVICE	PO BOX 548	06/05/2018		06/05/2018	12 MO. RENEWAL - PO BOX 548	250.00
						Vendor Total:	250.00
47078	VANTAGE POINT TRANSFER AGENTS	457K CONTRIBUTION/LOAN	06/05/2018		06/05/2018	457K CONTRIBUTION/LOAN 6.1.18	257.95
						Vendor Total:	257.95
47084	VERIZON WIRELESS A#642023305-1	9808094912	06/06/2018		06/06/2018	A#642023305-0001 TRANSIT DEPT	120.18
						Vendor Total:	120.18
47079	WELLS FARGO LEASE PMTS	5004845318	06/05/2018		06/05/2018	A#603-0154528-000 COMM.DEV.DI	121.16
						Vendor Total:	121.16

Attachment: Demand Register(s) of June 02, 2018 – June 15, 2018. (Demand Register(s) of June 15, 2018)

Edit List of Invoices - Summary

DEMAND LIST 06/05/2018

3.B.a

Date: 06/11/2018

Time: 1:17 pm

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City of Arvin

Ref. No.	Vendor Name	Invoice No.	Posting Date	PONumber	Invoice Date	Invoice Description	Invoice Amount
Grand Total:							91,231.26
Less Credit Memos:							0.00
Net Total:							91,231.26
Less Hand Check Total:							0.00
Outstanding Invoice Total:							91,231.26
Total Invoices: 32							

Attachment: Demand Register(s) of June 02, 2018 – June 15, 2018. (Demand Register(s) of June 15, 2018)

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DEMAND LIST 06/13/2018

3.B.a

Date: 06/14/2018

Time: 11:36 am

Page: 1

City of Arvin

Ref. No.	Vendor Name	Invoice No.	Posting Date	PO Number	Invoice Date	Invoice Description	Invoice Amount
47097	AIRGAS WEST	9954027131	06/13/2018		06/13/2018	RENT CYL IND. LARGE OXYGEN/	69.75
						Vendor Total:	<u>69.75</u>
47096	ALESHIRE & WYNDER, LLP		06/13/2018		06/13/2018	COA LEGAL SVCS. 4.1.18-4.30.18	27,599.82
		COA LEGAL SVCS. 4.1.18-4.30.18				Vendor Total:	<u>27,599.82</u>
47136	AMERICAN BUSINESS MACHINES	393737	06/14/2018		06/14/2018	CONTRACT BASE RATE	1,366.29
						Vendor Total:	<u>1,366.29</u>
47140	BANK OF AMERICA - CC		06/14/2018		06/14/2018	CC TRANSACTIONS 3.26.-4.25.18	3,031.76
		CC TRANSACTIONS 3.26.-4.25.18				Vendor Total:	<u>3,031.76</u>
47141	BANK OF AMERICA - SVC CHGS		06/14/2018		06/14/2018	SVC. FEES 6.5.18	564.08
		BANK SERVICE FEES 6.5.18				Vendor Total:	<u>564.08</u>
47098	C & T AUTOMOTIVE, INC	900024532	06/13/2018		06/13/2018	MAINTENANCE FLEET #302	1,068.49
						Vendor Total:	<u>1,068.49</u>
47099	COMMUNICATION ENTERPRISES	1095124	06/13/2018		06/13/2018	LTR 450 DISPATCH-M&I DEPT.	165.00
						Vendor Total:	<u>165.00</u>
47100	COMPLETE HARDWARE STORE & MORE	194565	06/13/2018		06/13/2018	SUPPLIES REPAIR SMOTHERMOI	14.06
						Vendor Total:	<u>14.06</u>
47101	DEWALT CORPORTATION	1086104	06/13/2018		06/13/2018	SYCAMORE DRAINAGE TO#1713	16,125.17
47102	DEWALT CORPORTATION	1086138	06/13/2018		06/13/2018	SYCAMORE DRAINAGE TO#1713	23,469.30
47103	DEWALT CORPORTATION	1086165	06/13/2018		06/13/2018	SYCAMORE DRAINAGE TO#1713	4,033.13
						Vendor Total:	<u>43,627.60</u>
47093	FRESNO POLICE DEPARTMENT	5120	06/13/2018		06/13/2018	OFFICER ARCHULETTA, KEVIN	842.00
						Vendor Total:	<u>842.00</u>
47106	GENERAL OFFICE	13096	06/13/2018		06/13/2018	METER READING PD & COMM.DE	426.86
						Vendor Total:	<u>426.86</u>
47107	HAAKER EQUIPMENT COMPANY	C42428	06/13/2018		06/13/2018	EL CROSSWIND J329D REPAIRS	75.14
						Vendor Total:	<u>75.14</u>
47105	JIM BURKE FORD	165841	06/13/2018		06/13/2018	MAINTENANCE FLEET#266	1,784.60
						Vendor Total:	<u>1,784.60</u>
47104	JT2 INC DBA TODD COMPANIES	54020R	06/13/2018		06/13/2018	SYCAMORE DRAINAGE PROJECT	180,906.72
						Vendor Total:	<u>180,906.72</u>

Attachment: Demand Register(s) of June 02, 2018 - June 15, 2018. (Demand Register(s) of June 02, 2018 - June 15, 2018)

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3.B.a

Date: 06/14/2018

Time: 11:36 am

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City of Arvin

Ref. No.	Vendor Name	Invoice No.	Posting Date	PO Number	Invoice Date	Invoice Description	Invoice Amount
47108	JTS TRUCKING REPAIR		06/13/2018		06/13/2018	MAINTENANCE FLEET#207	
		218906					90.00
47109	JTS TRUCKING REPAIR		06/13/2018		06/13/2018	MAINTENANCE FLEET#110	
		218907					511.58
						Vendor Total:	601.58
47111	KERN ECONOMIC DEVELOPMENT		06/14/2018		06/14/2018	2018 ANNUAL DINNER TICKETS	
		7605					400.00
						Vendor Total:	400.00
47094	KEVIN ARCHULETA		06/13/2018		06/13/2018	PERISHABLE SKILLS 6.26-6.28	
			POST TRAINING 6.26-6.28				110.00
						Vendor Total:	110.00
47137	LEAGUE OF CA CITIES SSJVD		06/14/2018		06/14/2018	GENERAL MEMBERSHIP MEETING	
		7673					25.00
						Vendor Total:	25.00
47112	FERNANDO LOPEZ		06/14/2018		06/14/2018	INTERPRETER SVC. 6.12-7.17	
			INTERPRETER SVC. 6.12-7.17				480.00
						Vendor Total:	480.00
47114	MOORE & ASSOCIATES		06/14/2018		06/14/2018	2018 COA TRANSIT ASSET	
		18:4064					7,500.00
						Vendor Total:	7,500.00
47113	MOUNTAINSIDE DISPOSAL		06/14/2018		06/14/2018	ROLLOFF & BIN RENT MAY 2018	
		503155					65.30
						Vendor Total:	65.30
47115	PACIFIC TIRE ARVIN		06/14/2018		06/14/2018	MAINTENANCE FLEET#266	
		20651					15.42
						Vendor Total:	15.42
47095	PELLETIER, JACOB		06/13/2018		06/13/2018	PERISHABLE SKILLS 6.26-6.28	
			POST TRAINING 6.26-6.28				110.00
						Vendor Total:	110.00
47116	PG & E		06/14/2018		06/14/2018	SVC. 05.02.18-05.31.18	
		A#8440977428-2	5.31.18				339.29
47138	PG & E		06/14/2018		06/14/2018	SVC 5.9.18-6.7.18	
		A#4776920476-0	6.8.18				675.51
47139	PG & E		06/14/2018		06/14/2018	SVC 5.9.18-6.7.18	
		A#8831924329-6	6.8.18				24.38
						Vendor Total:	1,039.18
47117	PRO AIR		06/14/2018		06/14/2018	AC REPAIR-CITY HALL	
		16578					379.61
						Vendor Total:	379.61
47110	PUBLIC WORKS COUNTY OF KERN		06/13/2018		06/13/2018	MUNI & STWS MAY 2018	
		ACCT#01-ARV	6.8.18				3,734.30
						Vendor Total:	3,734.30
47120	SO. CAL. GAS CO.		06/14/2018		06/14/2018	NATURAL GAS VEHICLE FUEL	
		ACCT#085-832-2970-6	6.7.18				13.00
						Vendor Total:	13.00
47118	SPARKLETTS		06/14/2018		06/14/2018	SVC. MAY 2018	
		15470162 052518					81.96

Attachment: Demand Register(s) of June 02, 2018 - June 15, 2018

Edit List of Invoices - Summary

DEMAND LIST 06/13/2018

3.B.a

Date: 06/14/2018

Time: 11:36 am

Page: 3

City of Arvin

Ref. No.	Vendor Name	Invoice No.	Posting Date	PO Number	Invoice Date	Invoice Description	Invoice Amount	
						Vendor Total:	81.96	
47119	SPECTRUM BUSINESS		06/14/2018		06/14/2018	A#0050697948-01 SVC 5.29-6.28		
		069794801052418					104.33	
						Vendor Total:	104.33	
47121	STAPLES BUSINESS ADVANTAGE		06/14/2018		06/14/2018	OFFICE SUPPLIES-COMM.DEV.DE		
		7197815052-0-2					116.64	
47122	STAPLES BUSINESS ADVANTAGE		06/14/2018		06/14/2018	OFFICE SUPPLIES-CITY HALL		
		7195304151-0-1					144.43	
47123	STAPLES BUSINESS ADVANTAGE		06/14/2018		06/14/2018	OFFICE SUPPLIES-POLICE DEPT.		
		7191011517-0-1					243.41	
47124	STAPLES BUSINESS ADVANTAGE		06/14/2018		06/14/2018	OFFICE SUPPLIES-POLICE DEPT.		
		7194114934-0-2					36.78	
47125	STAPLES BUSINESS ADVANTAGE		06/14/2018		06/14/2018	OFFICE SUPPLIES-POLICE DEPT.		
		162265130-0-1					82.65	
47126	STAPLES BUSINESS ADVANTAGE		06/14/2018		06/14/2018	OFFICE SUPPLIES-POLICE DEPT.		
		7194478951-0-1					56.70	
47127	STAPLES BUSINESS ADVANTAGE		06/14/2018		06/14/2018	OFFICE SUPPLIES-COMM.DEV.DE		
		719879824-0-1					158.67	
						Vendor Total:	839.28	
47128	SUPPLYWORKS		06/14/2018		06/14/2018	CLEANING SUPPLIES COA		
		441246147					32.80	
47129	SUPPLYWORKS		06/14/2018		06/14/2018	CLEANING SUPPLIES COA		
		441871332					212.00	
						Vendor Total:	244.80	
47130	TEL-TEC SECURITY SYSTEMS		06/14/2018		06/14/2018	ADOBE COMPLEX- FIRE ALARM		
		624896					55.00	
						Vendor Total:	55.00	
47131	TRINITY SAFETY COMPANY-TSC		06/14/2018		06/14/2018	BOBCAT REPAIR		
		48919/1					390.31	
						Vendor Total:	390.31	
47132	U.S. HEALTHWORKS MEDICAL		06/14/2018		06/14/2018	RANDOM TESTING-TRANSIT		
		3335262-CA					137.00	
						Vendor Total:	137.00	
47133	WELLS FARGO LEASE PMTS		06/14/2018		06/14/2018	A#603-0138128-000 POLICE DEPT		
		5004831563					183.86	
						Vendor Total:	183.86	
47134	ZEE MEDICAL SERVICE		06/14/2018		06/14/2018	FIRST AID SUPPLIES-TRANSIT		
		34-215355					38.86	
47135	ZEE MEDICAL SERVICE		06/14/2018		06/14/2018	FIRST AID SUPPLIES-CITY HALL		
		34-215354					7.31	
						Vendor Total:	46.17	
							Grand Total:	278,098.27
							Less Credit Memos:	0.00
							Net Total:	278,098.27
							Less Hand Check Total:	3,595.84
							Outstanding Invoice Total:	274,502.43
Total Invoices: 49								

Attachment: Demand Register(s) of June 02, 2018 - June 15, 2018. (Demand Register(s) of June 02, 2018 - June 15, 2018)

EARNINGS REPORT

3.D.a

Emp. Code Desc.: CITY OF ARVIN
 From 06/15/2018 to 06/15/20
 City of Arvin

Date: 6/14/2018
 Time: 13:43:46

Employee Name	Employee ID	15X	1X	1XFTO	25X	2X	3X	ADJ	ADLCO	Oth
		ADMLV	ALLOW	BERV	BNFT1	COMP	CTO	CTYWK	DEGRE	Tot
		DIFFL	FH	FTO	HLPER	HOL	HP1X	INSUR	JURY	
		LONG	MILIT	MISC	PBD	PBD3	PBDCO	PERE	PERS	
		PHALW	POST	PTO	REG	RETOT	RETRO	SCKCO	SEVR	
		SHOEA	SICK	SRO	STDBY	TRAIN	TUPGR	UACL	UAPEP	
		UNADV	URCL	URPEP	VAC	VACCO	VACTO	WRKCO	STLMT	
		ADPAY								
Grand Total:	Employee Count: 50	0.00	10,030.92	0.00	0.00	0.00	0.00	0.00	0.00	0.0
		0.00	0.00	624.92	727.19	0.00	792.68	801.88	215.50	117,870.7
		204.75	0.00	0.00	0.00	0.00	0.00	1,978.21	0.00	
		2,370.22	0.00	0.00	599.54	343.84	0.00	0.00	0.00	
		225.00	780.39	0.00	87,244.99	0.00	2,759.70	0.00	0.00	
		0.00	3,020.05	0.00	0.00	8.94	35.14	0.00	0.00	
		90.78	0.00	0.00	2,935.36	0.00	0.00	1,603.72	0.00	
		477.04								

COST REPORT

Emp. Code Desc.: CITY OF ARVIN
 From 06/15/2018 to 06/15/20
 City of Arvin

Date: 6/14/2018
 Time: 13:43:27

Employee Name	Employee ID	PER3E	FUTA	MC	MC1	PER1E	PER2D	PER2E	PER2M	Oth
		PERS3	PER5E	PER6E	PER9E	PERCP	PERS	PER2E	PER2M	To
		SUTA	PERS4	PERS5	PERS6	PERS8	PERS9	SS	SS1	
Grand Total:	Employee Count: 50	0.00	0.00	1,368.25	546.51	0.00	736.22	0.00	925.79	0.0
		1,764.72	119.59	0.00	0.00	571.02	0.00	0.00	1,919.76	22,517.0
		3,154.07	0.00	0.00	1,619.89	1,484.91	0.00	5,733.78	2,572.56	
		0.00								

Attachment: Payroll Register(s) of June 15, 2018. (Payroll Register(s) of June 15, 2018.)

REGULAR MEETING MINUTES

ARVIN CITY COUNCIL / SUCCESSOR AGENCY TO THE ARVIN COMMUNITY REDEVELOPMENT AGENCY / ARVIN HOUSING AUTHORITY / ARVIN PUBLIC FINANCING AUTHORITY

JUNE 05, 2018

CALL TO ORDER @ 6:03PM

PLEDGE OF ALLEGIANCE

INVOCATION

ROLL CALL: CM Martinez absent; All others present.

1. Approval of Agenda as To Form.

Motion to approve the Agenda with removal of Closed Session Item 11B.

Motion Mayor Gurrola Second CM Robles Vote 4-0

2. PUBLIC COMMENTS

(This is the opportunity for the public to address the City Council on any matter on the agenda or any item of interest to the public that is within the subject matter jurisdiction of the City Council.)

3. PRESENTATION(S)

A. Proclamation proclaiming June 05, 2018 as Arvin Bears Varsity Baseball Team – Day of Pride (Mayor Gurrola and Councilmember Robles)

4. CONSENT AGENDA ITEM(S)

A. Approval of Demand Register(s) of May 11, 2018 – June 01, 2018.

B. Approval of Payroll Register(s) of May 18, 2018 and June 01, 2018.

C. Approval of the Minutes of the Regular Meeting(s) of May 15, 2018.

D. Approval of A Resolution of the City Council of the City of Arvin to Authorize the Mayor and/or the Interim City Manager to Sign a Cooperative Agreement - Local Contribution Only - With the State of California - Department of Transportation (Caltrans) In Respects to Project 0614000162 - Installing Traffic Signals in the City of Arvin Miles West of Derby Street to King Street and Also Authorizing the Mayor and/or Interim City Manager to Sign a Deobligation Letter in Respects to the Same Project.

**Resolution No. 2018-36
Agreement No. 2018-13**

- E. Approval of A Resolution of the City Council of the City of Arvin Approving and Adopting the Safety-Sensitive Drug and Alcohol Testing Policy.

Resolution No. 2018-37

- F. Approval of A Resolution of the City Council of the City of Arvin Consenting to the Submittal of a Grant Application and Application Documents to the Federal Transit Administration 5311 Program; And Authorizing Related Action.

Resolution No. 2018-38

- G. Approval of A Resolution of the City Council of The City of Arvin Consenting to the Submittal of a Grant Application and Application Documents to the Federal Transit Administration 5339 Program; and Authorizing Related Actions.

Resolution No. 2018-39

- H. Approval of A Proclamation Proclaiming June 05, 2018 as Arvin Bears Varsity Baseball Team – Day of Pride.
- I. Approval of A Resolution of the City Council of the City of Arvin Repealing and Replacing Previously Adopted Resolution No. 2017-30 and Setting Salary Ranges and Benefits For Non-Represented, Non-Department Head Employees.

Resolution No. 2018-40

Staff recommends approval of the Consent Agenda.

Motion to approve Consent Agenda Items 4A to 4I.

Motion MPT Ortiz Second CM Robles Vote 4-0

5. PUBLIC HEARING ITEM(S)

- A. Public Hearing to Consider Introduction and First Reading, by Title Only, of an Ordinance of the City Council of the City of Arvin Amending and Renumbering Chapter 17.62 (“Commercial Cannabis Activity”) of Title 17 of the Arvin Municipal Code and Thereby Adding Chapter 17.64 (“Commercial Cannabis Activity”) to Title 17 of the Arvin Municipal Code to Establish Comprehensive Regulations Pertaining to Commercial Cannabis Activity, and Finding an Exemption from the California Environmental Quality Act. (Finance Director / City Attorney)

Staff recommends the City Council consider introducing the Ordinance to be read by title only, open the hearing, allow for public testimony, close the hearing, waive first reading of the Ordinance, and approve the introduction of the Ordinance.

**Hearing opened.
No testimony.
Hearing closed.**

Motion to waive first reading of the Ordinance and approve the introduction of the Ordinance with the following revisions to Section 17.64.190(j)(4) and (5) of the Ordinance to read as follows:

(4) The decision of the City Manager shall be subject to a further administrative appeal to the Planning Commission, which shall be conducted in accordance with the procedures and requirements applicable to the appeal to the City Manager pursuant to this subsection. The decision of the Planning Commission shall be subject to further administrative appeal to the City Council, which shall be conducted in accordance with the procedures and requirements applicable to the appeal to the City Manager pursuant to this subsection.

(5) The decision of the City Council on the appeal shall constitute a final administrative decision. The appellant may thereafter file a petition for writ of mandate in superior court pursuant to Code of Civil Procedure Section 1094.5 and 1094.6 within ninety (90) calendar days of the date of the decision.

Motion Mayor Gurrola Second CM Robles Vote 4-0

B. Public Hearing to Consider Introduction and First Reading, by Title Only, of an Ordinance of the City Council of the City of Arvin Amending Chapter 17.56 of Title 17 of the Arvin Municipal Code to Add Commercial Cannabis Businesses as a Permitted Use in Specific Zones and to Add Express Procedures for Suspension and Revocation of Conditional Use Permits, and Finding an Exemption from the California Environmental Quality Act. (Finance Director / City Attorney)

Staff recommends the City Council consider introducing the Ordinance to be read by title only, open the hearing, allow for public testimony, close the hearing, waive first reading of the Ordinance, and approve the introduction of the Ordinance.

Hearing opened.

No testimony.

Hearing closed.

Motion to waive first reading of the Ordinance and approve the introduction of the Ordinance.

Motion MPT Ortiz Second CM Robles Vote 4-0

C. Public Hearing to Consider Introduction and First Reading, by Title Only, of an Ordinance of the City Council of the City of Arvin, Modifying the Arvin Municipal Code Such That Certain Fees Which Must Be Set By Ordinance May Now Be Set By Resolution, By Amending The Following Sections of the Arvin Municipal Code: Section 16.40.040 of Chapter 16.40 of Title 16; Section 17.45.130 of Chapter 17.45 of Title 17; Section 17.45.210 of Chapter 17.45 of

Title 17; Section 17.46.060 of Chapter 17.46 of Title 17; Section 17.54.080 of Chapter 17.54 of Title 17; and Section 17.60.080 of Chapter 17.60 of Title 17. (City Planner / City Attorney)

Staff recommends the City Council consider introducing the Ordinance to be read by title only, open the hearing, allow for public testimony, close the hearing, waive first reading of the Ordinance, and approve the introduction of the Ordinance.

Hearing opened.

No testimony.

Hearing closed.

Motion to waive first reading of the Ordinance and approve the introduction of the Ordinance.

Motion MPT Ortiz Second CM Madrigal Vote 4-0

- D. Public Hearing to Consider Introduction and First Reading, by Title Only, of An Ordinance of the City Council of the City of Arvin, Modifying the Arvin Municipal Code Such That Certain Fees Which Must Be Set By Ordinance May Now Be Set By Resolution, By Amending The Following Sections of the Arvin Municipal Code: Section 3.32.010 of Chapter 3.32 of Title 3; Section 3.32.020(A) of Chapter 3.32 of Title 3 of the Arvin Municipal Code; The First Paragraph of Section 3.32.040(A) of Chapter 3.32 of Title 3 of the Arvin Municipal Code; Section 10.02.010 of Chapter 10.02 of Title 10; Section 10.02.020 of Chapter 10.02 of Title 10; Section 12.04.040(B) of Chapter 12.04 of Title 12; Section 12.04.250 of Chapter 12.04 of Title 12; Section 12.12.070 of Chapter 12.12 of Title 12; Section 12.16.030(B) of Chapter 12.16 of Title 12; Section 15.08.010(M) of Chapter 15.08 of Title 15; and Section 15.24.090 of Chapter 15.24 of Title 15. (City Planner / City Attorney)

Staff recommends the City Council consider introducing the Ordinance to be read by title only, open the hearing, allow for public testimony, close the hearing, waive first reading of the Ordinance, and approve the introduction of the Ordinance.

Hearing opened.

No testimony.

Hearing closed.

Motion to waive first reading of the Ordinance and approve the introduction of the Ordinance.

Motion MPT Ortiz Second CM Madrigal Vote 4-0

6. ACTION ITEM(S)

- A. Designation of Voting Delegate and Alternates for the League of California Cities Annual Conference to be held on September 12-14, 2018 in Long Beach, CA. (City Clerk)

Staff recommends designating a voting delegate and up to two alternates.

Motion to designate Councilmember Madrigal as the Voting Delegate and Mayor Pro Tem as the Alternate.

Motion Mayor Gurrola Second CM Robles Vote 4-0

- B.** Presentation of Veolia Capabilities and Recommendations for a Comprehensive Wastewater Capital Improvement Program Plan. (Dale Ducharme - Veolia Water)

Staff recommends the Council provide direction to Veolia Capital Program Management Team to return to Council with a proposal to develop a Comprehensive Capital Improvement Management Plan.

Motion to direct the Veolia Capital Program Management Team to return to Council with a proposal to develop a Comprehensive Capital Improvement Management Plan.

Motion Mayor Gurrola Second CM Robles Vote 4-0

7. WORKSHOP

- A.** Budget Update Fiscal Year 2018-2019 (Finance Director)

8. DISCUSSION ITEM(S)

- A.** CalTrans Audit (Finance Director)

9. STAFF REPORTS

- A.** Budget Amendment Report (Finance Director)

10. COUNCIL MEMBER COMMENTS

11. CLOSED SESSION ITEM(S)

- A.** Conference with Legal Counsel Anticipated Litigation (Pursuant to Government Code § 54956.9)
Four Potential cases
- B.** Conference with Labor Negotiators (Pursuant to Government Code § 54957.6) City Negotiator, Pawan Gill, Human Resources Administrator
Employee Organizations: Arvin Police Officers Association (APOA) and Service Employees International Union (SEIU) Local 521

Closed Session Item 11B removed from the agenda.

Closed Session Report by City Attorney:

Item 11A: The City Council authorized litigation against Gurmit and Baljeet Kooner. The vote was 4-0.

Attachment: Minutes of the Regular Meeting of June 05, 2018 (Minutes of the Regular Meeting of June 05, 2018)

12.ADJOURNED @ 7:51PM

Respectfully submitted,

Cecilia Vela, City Clerk

DRAFT

Attachment: Minutes of the Regular Meeting of June 05, 2018 (Minutes of the Regular Meeting of June 05, 2018)



CITY OF ARVIN
Staff Report

Meeting Date: June 19, 2018

TO:	City Council
FROM:	Jeff Jones, Finance Director Jerry Breckinridge, Interim City Manager
SUBJECT:	A Resolution of the City Council of the City of Arvin Establishing the Appropriation Limit for Fiscal Year 2018-2019

BACKGROUND:

The Gann Initiative of 1979 amended the State Constitution to require cities to adopt an annual limit on the amount of tax revenue that can be appropriated for spending each fiscal year. The City follows statewide guidelines in preparing the Gann appropriation limit calculation in coordination with the adoption of the annual budget. The calculation of the appropriation limit for FY 18-19 will be reviewed by the City's independent auditors in conjunction with the performance of the annual audit.

It is estimated that the City of Arvin's population as of January 1, 2018 is 21,696 (increase of 384 citizens from the prior year).

The appropriation limit establishes a ceiling on the amount of tax revenue the City can receive and appropriate for spending each year. The appropriation limit is computed using a base year amount calculated for FY 79-80. The base amount is then adjusted each year using inflationary and population growth statistics provided by the State Department of Finance. The appropriation limit calculated for FY 18-19 is \$3,579,034.

Based upon the proposed budget, staff has determined that \$2,678,026 of projected tax revenue is subject to the appropriation limit in FY 18-19. As has historically been the case, the City has sufficient margin between the projected tax revenue and the appropriation limit for FY 18-19.

FINANCIAL IMPACT:

The tax revenues are at 74.8% of the appropriation limit so there is no fiscal impact.

RESOLUTION

A RESOLUTION OF THE CITY COUNCIL OF THE CITY OF ARVIN ESTABLISHING THE APPROPRIATION LIMIT FOR FISCAL YEAR 2018-2019

WHEREAS, California Government Code section 7910 provides that each year the governing body of each local jurisdiction shall, by resolution, establish its appropriations limit at a regularly scheduled meeting; and

WHEREAS, any judicial action or challenge for the 2018-2019 fiscal year shall be commenced within 45 days of the effective date of this resolution; and

WHEREAS, by a letter, dated May 1st, 2018, the California Department of Finance has provided the following factors relevant to the calculation of the Appropriation Limit for FY18-19:

California Per Capita Personal Income change:
Plus 3.67% (+ Three Point Sixty-Seven Percent)

County of Kern, City of Arvin Population Adjustment:
Plus 1.80% (+ One Point Eight Zero Percent)

WHEREAS, the City Finance staff has calculated the Appropriation Limit for FY18-19 based upon the foregoing factors and the provisions of Article XIII B of the Constitution of the State of California. The working papers supporting the calculation are maintained in the files of the Finance department within the City.

NOW, THEREFORE, BE IT RESOLVED BY THE CITY COUNCIL OF THE CITY OF ARVIN as follows:

1. The appropriation limit for fiscal year 2018-2019 is set as \$3,579,034.
2. The appropriation limit of \$3,579,034 exceeds the proceeds from taxes, calculated in the amount of \$2,678,026 for FY18-19. Therefore, the City of Arvin shall be in compliance with the provisions of Article XIII B of the Constitution of the State of California.
3. Documentation used in the determination of the appropriations was made available 15 days prior to the adoption of this resolution by the City Council and is available to the public upon request at the City Manager's Office, City Hall, 200 Campus Drive, Arvin, California.

I HEREBY CERTIFY that the foregoing resolution was passed and adopted by the City Council of the City of Arvin at a Regular Meeting thereof held on the 19th day of June, 2018 by the following vote:

ATTEST

CECILIA VELA, City Clerk

CITY OF ARVIN

By: _____
JOSE GURROLA, Mayor

APPROVED AS TO FORM:

By: _____
SHANNON L. CHAFFIN, City Attorney
Aleshire & Wynder, LLP

I, _____, City Clerk of the City of Arvin, California, DO HEREBY CERTIFY that the foregoing is a true and accurate copy of the Resolution passed and adopted by the City Council of the City of Arvin on the date and by the vote indicated herein.

RESOLUTION

A RESOLUTION OF THE CITY COUNCIL OF THE CITY OF ARVIN CALLING AND GIVING NOTICE OF THE HOLDING OF A GENERAL MUNICIPAL ELECTION TO BE HELD ON TUESDAY, NOVEMBER 06, 2018, FOR THE ELECTION OF THREE (3) MEMBERS OF THE CITY COUNCIL.

WHEREAS, pursuant to California Elections Code Section 1301 and Arvin Municipal Code Section 1.06.010, the Municipal Election for election of three (3) Members of the City Council for the City of Arvin, shall be held concurrently with the California State Election on Tuesday, November 6, 2018;

NOW, THEREFORE, BE IT RESOLVED by the City Council of the City of Arvin as follows:

SECTION 1. That pursuant to the requirements of California Elections Code Section 1301 and Arvin Municipal Code Section 1.06.010 there is called and ordered to be held in the City of Arvin, California, on Tuesday, November 6, 2018, a General Municipal Election for the purpose of electing three (3) Members of the City Council for the full term of four years.

SECTION 2. That the ballots to be used at the election shall be in form and content as required by law.

SECTION 3. That the City Clerk is authorized, instructed and directed to procure and furnish any and all official ballots, notices, printed matter and all supplies, equipment and paraphernalia that may be necessary in order to properly and lawfully conduct the election.

SECTION 4. That the polls for the election shall be open at seven o'clock a.m. the day of the election and shall remain open and continuously from that time until eight o'clock p.m. of the same day when the polls shall be closed, except as provided in Section 14401 of the California Elections Code.

SECTION 5. That in all particulars not recited in this resolution, the election shall be held and conducted as provided by law for holding municipal elections.

SECTION 6. That notice of the time and place of holding of the election is given and that the City Clerk is authorized, instructed, and directed to give further or additional notice of the election, in time, form and manner as required by law.

SECTION 7. That the City Clerk shall certify to the passage and adoption of this Resolution and enter it into the book of Original Resolutions.

I HEREBY CERTIFY that the foregoing resolution was passed and adopted by the City Council of the City of Arvin at a Regular Meeting thereof held on the 19th day of June, 2018 by the following vote:

ATTEST

CECILIA VELA, City Clerk

CITY OF ARVIN

By: _____
JOSE GURROLA, Mayor

APPROVED AS TO FORM:

By: _____
SHANNON L. CHAFFIN, City Attorney
Aleshire & Wynder, LLP

I, _____, City Clerk of the City of Arvin, California, DO HEREBY CERTIFY that the foregoing is a true and accurate copy of the Resolution passed and adopted by the City Council of the City of Arvin on the date and by the vote indicated herein.



CITY OF ARVIN
Staff Report

Meeting Date: June 19, 2018

TO:	City Council
FROM:	Jeff Jones, Finance Director Jerry Breckinridge, Interim City Manager
SUBJECT:	Approval of a Resolution of the City Council of the City of Arvin to Authorize the Mayor and/or the Interim City Manager to Sign a Termination Statement - With the State of California - Department of Transportation (Caltrans) In Respects to Project 0614000162 - Installing Traffic Signals in the City of Arvin 0.2 Miles West of Derby Street to King Street.

BACKGROUND:

On March 17, 2016, District Agreement Number 06-1618, Project ID 0614000162 (agreement) was signed and agreed to between State of California Department of Transportation (Caltrans) and the City of Arvin for installing traffic signals in the City of Arvin 0.2 miles west of Derby Street to King Street (project).

To date substantial progress has been made on the project, including basic design, appraisals of properties where right of way access is needed, communications with the San Joaquin Valley Railroad regarding re-design of the railroad crossing just east of the intersection of Bear Mountain Valley Blvd and Tejon Highway.

However, at this time it has been agreed by the City management and Caltrans staff that Caltrans take over the project. Factors for this decision include current lack of City staff resources and the familiarity of Caltrans in the area of right-of-way acquisition.

Caltrans now requires that the City sign a termination statement for this agreement. This resolution will authorize the Mayor to sign such a statement. This statement is included as an attachment to this report.

ENVIRONMENTAL:

The Derby Signal Project has already been environmentally assessed, and there are no changes in circumstances or conditions which would require additional assessment. As such, the requirements of the California Environmental Quality Act have been satisfied, and no further

environmental assessment is required

FINANCIAL IMPACT:

No financial impact. Project was funded with grant funds.

ATTACHMENTS:

Termination Statement 06-1618

RESOLUTION

APPROVAL OF A RESOLUTION OF THE CITY COUNCIL OF THE CITY OF ARVIN TO AUTHORIZE THE MAYOR AND/OR THE INTERIM CITY MANAGER TO SIGN A TERMINATION STATEMENT - WITH THE STATE OF CALIFORNIA - DEPARTMENT OF TRANSPORTATION (CALTRANS) IN RESPECTS TO PROJECT 0614000162 - INSTALLING TRAFFIC SIGNALS IN THE CITY OF ARVIN 0.2 MILES WEST OF DERBY STREET TO KING STREET.

WHEREAS, On March 17, 2016, District Agreement Number 06-1618, Project ID 0614000162 was signed and agreed to between State of California Department of Transportation (Caltrans) and the City of Arvin for installing traffic signals in the City of Arvin 0.2 miles west of Derby Street to King Street (project); and

WHEREAS, Although, substantial progress has been made on the project, it has been determined that it best that Caltrans take over management of this project; and

WHEREAS, The City intends to request that Caltrans deobligate \$450,000 in funds on this project so Caltrans can complete it; and

WHEREAS, Caltrans requires a new cooperative agreement between the City of Arvin and Caltrans in order to complete the project; and

WHEREAS, On June 5, 2018, the City Council approved a resolution authorizing the Mayor and/or Interim City Manager to sign a Cooperative Agreement (Local Contribution Only) with Caltrans on project 0614000162 regarding installation of traffic signals on Derby Street to King Street and authorized the Mayor and/or Interim City Manager to sign a de-obligation letter regarding funding on this same project, subject to approval as to legal form by the City Attorney; and

WHEREAS, On June 6, 2018, Caltrans staff informed that the City is now required to sign a Coop Agreement Termination Statement on Project 061400162 in order to complete the termination of said agreement; and

WHEREAS, the Derby Signal Project has already been environmentally assessed, and there are no changes in circumstances or conditions which would require additional assessment. As such, the requirements of the California Environmental Quality Act have been satisfied, an no further environmental assessment is required.

NOW THEREFORE BE IT RESOLVED, by the City Council of the City of Arvin as follows:

The Council authorizes the Mayor and/or Interim City Manager to sign a Coop Agreement

Termination Statement with Caltrans on project 061400162 regarding installation of traffic signals on Derby Street to King Street.

I HEREBY CERTIFY that the foregoing resolution was passed and adopted by the City Council of the City of Arvin at a Regular Meeting thereof held on the 19th day of June, 2018 by the following vote:

ATTEST

CECILIA VELA, City Clerk

CITY OF ARVIN

By: _____
JOSE GURROLA, Mayor

APPROVED AS TO FORM:

By: _____
SHANNON L. CHAFFIN, City Attorney
Aleshire & Wynder, LLP

I, _____, City Clerk of the City of Arvin, California, DO HEREBY CERTIFY that the foregoing is a true and accurate copy of the Resolution passed and adopted by the City Council of the City of Arvin on the date and by the vote indicated herein.

District Agreement No.: 06-1618

Project ID: 0614000162

EA: 06-0S510

06 KER 223 (PM 21.0/21.3)

**COOPERATIVE AGREEMENT
TERMINATION STATEMENT**

PARTIES agree that Cooperative Agreement 06-1618 and any amendments to this Agreement are terminated in writing by PARTIES' mutual consent.

The final signature date on this document terminates Cooperative Agreement 06-1618 except survival articles.

All survival articles in Cooperative Agreement 06-1618 will remain in effect until expired by law, terminated or modified in writing by PARTIES' mutual agreement, whichever occurs first.

SIGNATURES

PARTIES declare that:

- 1. Each PARTY is an authorized legal entity under California state law.
- 2. Each PARTY has the authority to terminate this agreement.
- 3. The people signing this agreement have the authority to do so on behalf of their public agencies.

STATE OF CALIFORNIA
DEPARTMENT OF TRANSPORTATION

CITY OF ARVIN

By: _____
Sharri Bender Ehlert
District Director

By: _____
Jose Gurrola
Mayor

Date: _____

Date: _____

Attachment: Termination Statement 06-1618 (Cooperative Agreement 06-1618 Termination Statement - CalTrans)



**CITY OF ARVIN
Staff Report**

Meeting Date: June 19, 2018

TO: City Council

FROM: Jeff Jones, Finance Director
Jerry Breckinridge, Interim City Manager

SUBJECT: A Resolution of the City Council of the City of Arvin Consenting to the Submittal of An Application to the Kern Council of Governments Transportation Development Act – Article 3 Bicycle and Pedestrian Facilities Program for the City of Arvin; and Authorizing Related Actions.

BACKGROUND:

The City of Arvin would like to apply to the Kern COG TDA Article-3 program. This is an annual grant program designated for bicycle facilities, bike safety programs, and pedestrian facilities.

FINANCIAL IMPACT:

This is a source of additional revenue for a bike safety program, additional bicycle and pedestrian facilities. A local match of 15-20% is required to be more competitive in its application and the City has available funds through the SB1 program, and the LTF program fund held in account by Kern COG.

RESOLUTION

**A RESOLUTION OF THE CITY COUNCIL OF THE CITY OF ARVIN
CONSENTING TO THE SUBMITTAL OF AN APPLICATION TO THE
KERN COUNCIL OF GOVERNMENTS TRANSPORTATION
DEVELOPMENT ACT – ARTICLE 3 BICYCLE AND PEDESTRIAN
FACILITIES PROGRAM FOR THE CITY OF ARVIN; AND
AUTHORIZING RELATED ACTIONS.**

WHEREAS, the City of Arvin is eligible to apply to Kern COG for TDA Article-3 funds; and

WHEREAS, the City of Arvin’s Community Development Department intends to apply for the TDA funds in the amount to be allocated by the Kern COG allocation; and

WHEREAS, the City of Arvin intends to use the TDA Article 3 funds to provide for bicycle and pedestrian facilities, and bicycle safety; and

WHEREAS, the City of Arvin will provide all annual certifications and assurances to Kern COG for the TDA funds, and

WHEREAS, it is the intent of the City Council that this Resolution constitute such a Governing Body Resolution.

NOW THEREFORE BE IT RESOLVED by the City Council of the City of Arvin as follows:

Section 1: The City Manager or his designee, is hereby authorized to submit all required documents to file an application for grant program assistance to Kern COG under the TDA Article-3 program on behalf of the City of Arvin, and

Section 2: The City Manager, or his designee is hereby authorized and empowered to execute in the name of the City of Arvin all program documents including, but not limited to, applications, agreements, amendments and request for payments necessary to secure TDA funds and implement the approved projects from Kern COG, subject to approval as to legal form by the City Attorney.

I HEREBY CERTIFY that the foregoing resolution was passed and adopted by the City Council of the City of Arvin at a Regular Meeting thereof held on the 19th day of June, 2018 by the following vote:

ATTEST

CECILIA VELA, City Clerk

CITY OF ARVIN

By: _____
JOSE GURROLA, Mayor

APPROVED AS TO FORM:

By: _____
SHANNON L. CHAFFIN, City Attorney
Aleshire & Wynder, LLP

I, _____, City Clerk of the City of Arvin, California, DO HEREBY CERTIFY that the foregoing is a true and accurate copy of the Resolution passed and adopted by the City Council of the City of Arvin on the date and by the vote indicated herein.



City Council

REVIEWED

TASK ORDER (ID # 1085)

Meeting: 06/19/18 06:00 PM
 Department: Finance Department
 Category: Task Order
 Prepared By: Jeff Jones
 Initiator: Jeff Jones
 Sponsors:
 DOC ID: 1085

Approval of Task Order No. 1801-QK for Derby HSIP Coordination Services and Affirmation of Memorandum of Understanding (MOU) Regarding Continued Professional Services Between City of Arvin and QK - September 19, 2017, Agreement No. 2017-25.

BACKGROUND:

In recent years, the City of Arvin had planned on designing and ultimately constructing a new traffic signal at the intersection of State Route 223 (Bear Mountain Boulevard) and Derby Street to address what has been known in the community as an unsafe intersection for both motorists and pedestrians. To facilitate the design, the City solicited Highway Safety Improvement Program (HSIP) Grant funding through Caltrans which was awarded. In early 2016, task order 1622 was awarded to QK Inc. for preparation of an RFP for the City to contract with a consultant to provide Right of Way Acquisition services to facilitate the work.

Previously, the City and Quad Knopf Inc. (dba QK) requested from Caltrans that HSIP Grant dollars would be re-allocated to be used for the ROW consultant and acquisition of necessary ROW. The ROW consultant was contracted after a competitive procurement process administered by the City and the City Engineer, QK. A portion of the HSIP funds was used for the scope of QK services for soliciting bids for a ROW consultant as well as remaining in a project management and oversight role throughout the ROW acquisition process.

Recently, the City has entered into a revised Cooperative Agreement with Caltrans. Caltrans will complete the acquisition of ROW, as well as complete the Design and Construction of the Traffic Signal located at Highway 223 and Derby Street. The City will retain QK to assist Caltrans in their coordination efforts with the SJVRR and the affected utilities. QK will also be providing assistance in de-obligating a portion of the HSIP funds from the City's project to Caltrans for completion of the project as described above.

The purpose of the task order is as follows:

TASK 1: COORDINATION WITH CALTRANS TO REALLOCATE HSIP FUNDING

QK will assist the City in completing the reallocation of HSIP funds to the remaining tasks for which the City will be responsible and de-obligating the remaining HSIP funds from the City to Caltrans for completion of the project.

TASK 2: COORDINATION OF DESIGN AND CONSTRUCTION OF RAILROAD CROSSING

QK will assist Caltrans and the City in their efforts to coordinate relocation of utilities along with design and construction of the SJVRR crossing on Highway 223 East of Derby Street. Caltrans will have the lead role responsible for the coordination and QK will assist on an as needed basis to facilitate the coordination. The proposed task order is being performed per the MOU Regarding Continued Professional Services Between City of Arvin and QK.

FINANCIAL IMPACT:

Total cost of this task order is a Fixed Fee basis of \$20,000.

The task order will be funded by \$18,000 from the existing Caltrans Derby Street HSIP project grant. \$2,000 in local matching funds will be provided from the General Fund of the City.

RECOMMENDATION:

Staff recommends the approval of task order 1801-QK.

ATTACHMENTS:

Task Order 1801-QK

Exhibit A to Task Order 1801-QK

Financial Spreadsheet

Memorandum of Understanding (MOU) Regarding Continued Professional Services Between City of Arvin and QK - September 19, 2017, Agreement No. 2017-25.



2016-2017 PROJECT SHEET

Proj. #: **TO 18XX**

Project: **General Engineering**

Project Lead: **Nathan Meeks**

Dept.: **Engineering**

Project Type: New Project/Expansion Changed
 Replacement Maintenance

BREAKDOWN OF PROJECT COST AND FUNDING SOURCES

Cost Summary	FY 2014	FY 2015	FY 2016	FY 2017	FY 2018	Future Yrs	TOTAL
Engineering Task Order 18XX					\$20,000		\$20,000
TOTAL COST	\$0	\$0	\$0	\$0	\$20,000	\$0	\$20,000

Funding Source(s)	FY 2014	FY 2015	FY 2016	FY 2017	FY 2018	Future Yrs	TOTAL
Highway Safety Improvement Program					\$18,000		\$18,000
General Fund (Local Match)					\$2,000		\$2,000
							\$0
TOTAL FUNDING SOURCES	\$0	\$0	\$0	\$0	\$20,000	\$0	\$20,000

1. Briefly Describe and provide justification for this Capital Project Request.
 Not a capital project. This task order is for QK coordination services associated with the design and construction of the signalization project proposed at the intersection of 223 and Derby. ROW, engineering and construction will be performed by Caltrans.

2. Describe the project status and completed work.
 Co-op agreement reached between the city and Caltrans.

3. Describe any anticipated grants related to the project.
 Highway Safety Improvement Program (HSIP)

4. What impact will the project have on annual operation expenses? Please quantify and describe.

	FY 2014	FY 2015	FY 2016	FY 2017	FY 2018	Future Yrs	TOTAL
Projected Operating Expenses	\$0	\$0	\$0	\$0	\$0	\$0	\$0

Map and/or pictures of Project/Project Area

TASK ORDER NO. 1801-QK

DATE OF REQUEST: June 19, 2018

CITY PROJECT COORDINATOR: Jeffrey Jones, Finance Director

This Task Order is submitted to Contractor pursuant the Memorandum of Understanding (MOU) Regarding Continued Professional Services Between City of Arvin and QK - September 19, 2017, Agreement No. 2017-25.

1. Project Description and Location:
Assist the City with reallocating HSIP funding under the revised Cooperative Agreement with Caltrans and assist Caltrans with utility relocations and railroad improvements for the installation of a new traffic signal at the intersection of Bear Mountain Boulevard/SR223 and Derby Street.
2. Scope of Service Required:
Services required for this project are described in attachment A.
3. Expected Results and Deliverables:
Complete reallocation of HSIP funding through Caltrans Local Assistance, and assist Caltrans with coordination of utility relocations and the railroad crossing improvements on Bear Mountain Boulevard/SR 223 and Derby Street as described in Attachment A.
4. Period of Performance (Time Frame):
Period of performance will be 12 months from the approval of this task order.
5. Project Schedule:
Project Schedule will begin after receipt of a written notice to proceed.

NOTICE to CONTRACTOR: Pursuant to the MOU, after City delivers draft Task Order to the Contractor, Contractor shall return draft Task Order within ten (10) calendar days with a Cost Estimate. **QK proposed cost: Fixed Fee \$20,000.00. This budget may be reviewed periodically by the City and adjusted as needed to accommodate the needs of the City.**

Approved by: _____
Jerry Breckinridge, Interim City Manager

Date

Attachment: Task Order 1801-QK Derby Traffic Signal Project and Exhibit A_061918 (Task Order 1801-QK Derby HSIP Coordination Services &

Scope of Services – Derby HSIP Project ROW Consultation Services

Exhibit A

Scope of Services – Derby HSIP Project Coordination Services

Project Understanding

In recent years, the City of Arvin had planned on designing and ultimately constructing a new traffic signal at the intersection of State Route 223 (Bear Mountain Boulevard) and Derby Street to address what has been known in the community as an unsafe intersection for both motorists and pedestrians. To facilitate the design, the City solicited Highway Safety Improvement Program (HSIP) Grant funding through Caltrans which was awarded. In early 2016, task order 1622 was awarded to QK Inc. for preparation of an RFP for the City to contract with a consultant to provide Right of Way Acquisition services to facilitate the work.

Previously, the City and Quad Knopf Inc. (dba QK) requested from Caltrans that HSIP Grant dollars would be re-allocated to be used for the ROW consultant and acquisition of necessary ROW. The ROW consultant was contracted after a competitive procurement process administered by the City and the City Engineer, QK. A portion of the HSIP funds was used for the scope of QK services for soliciting bids for a ROW consultant as well as remaining in a project management and oversight role throughout the ROW acquisition process.

Recently, the City has entered into a revised Cooperative Agreement with Caltrans. Caltrans will complete the acquisition of ROW, as well as complete the Design and Construction of the Traffic Signal located at Highway 223 and Derby Street. The City will retain QK to assist Caltrans in their coordination efforts with the SJVRR and the affected utilities. QK will also be providing assistance in de-obligating a portion of the HSIP funds from the City's project to Caltrans for completion of the project as described above.

Proposed Scope of Work

We propose the following tasks for the coordination assistance for the above referenced project.

TASK 1: COORDINATION WITH CALTRANS TO REALLOCATE HSIP FUNDING

QK will assist the City in completing the reallocation of HSIP funds to the remaining tasks for which the City will be responsible and de-obligating the remaining HSIP funds from the City to Caltrans for completion of the project.

TASK 2: COORDINATION OF DESIGN AND CONSTRUCTION OF RAILROAD CROSSING

QK will assist Caltrans and the City in their efforts to coordinate relocation of utilities along with design and construction of the SJVRR crossing on Highway 223 East of Derby Street. Caltrans will have the lead role responsible for the coordination and QK will assist on an as needed basis

Scope of Services – Derby HSIP Project ROW Consultation Services

to facilitate the coordination. For purposes of this proposal, QK has assumed approximately 80 hours for this task.

Estimated Schedule

Following the execution of this task order, QK will proceed with work as described herein, and will follow to the following estimated timelines.

- Task 1: 30 days
- Task 2: 24 weeks

Fee Proposal

The above described task will be performed on a Fixed Fee basis per the amounts shown below. The tasks will be invoiced based on the percentage of work completed.

Derby HSIP Project Coordination Services					
TASK 1:	COORDINATION	WITH	CALTRANS	TO	\$5,000
	REALLOCATE HSIP FUNDING				
TASK 2:	COORDINATION	OF	DESIGN	AND	\$15,000
	CONSTRUCTION OF RAILROAD CROSSING				
				TOTAL FIXED FEE	\$20,000.00

AGREEMENT NO. 2017-25**Memorandum of Understanding Regarding Continued Professional Services**

Between

City of Arvin and QK

September 19, 2017

Quad Knopf Inc, doing business as QK, and the City of Arvin (the "City"), (jointly referred herein as "the Parties"), are currently engaged in various ongoing projects with QK serving on behalf of the City as it's City Engineer and City Surveyor under the terms of that certain contract dated November 5, 2013, as amended on February 5, 2014 and November 6, 2016 (the "Contract"). In compliance with the terms of the Contract, QK has provided written 60-day notice to the City, of its intention to terminate and withdraw from the Contract, such 60-day notice period to expire on September 18, 2017.

In terminating and withdrawing from the Contract, QK desires to cooperate with the City to such an extent so as to avoid any unnecessary negative consequences to the City that might potentially result from such termination and withdrawal. To that end, it has been agreed that QK should complete certain active projects with which it has been engaged and which are fully underway and or nearing completion. It has also been determined that the City intends to appoint others in the position of City Engineer and City Surveyor and will not have any need for QK to act in either position beyond the September 18, 2017 termination date.

This Memorandum of Understanding ("MOU") is intended to document and memorialize the intentions and agreements between the City and QK (the Parties), following the effective date of termination of the Contract, that will be relied upon in continuing the relationship between the Parties in authorizing QK to continue providing the specific project level services to be completed by QK and providing for the terms, conditions and compensation to be applied for such services. Nothing in this MOU is intended to modify or otherwise alter the Contract, including obligations by QK to provide certain documents to the City, but does acknowledge the Contract will expire on September 18, 2017.

NOW, THEREFORE, the parties hereto agree as follows:

1. SERVICES OF QK**1.1: Scope of Services. The Scope of Services shall be as follows:**

- QK will continue to provide services to completion for the Derby Street Signal Right of Way Acquisition Project ("Derby Project").
- QK will continue to provide services to completion for the Varsity Avenue RSTP project ("Varsity Project") including project closeout documents.
- QK will continue to provide services to completion for the Garden in the Sun Park Capital Improvement Project ("GITS Project"), including complete oversight of punch list items and complete project closeout for the project.

- QK will not be responsible for providing further services for the completion of the Walnut Street Capital Improvement Project (“Walnut Project”), but will be available for consultation for the Walnut Project.
- All work to be performed on the Derby Project, Varsity Project, and the Garden in the Sun Park construction project will be in accordance with the same terms and conditions contained in the Contract after September 18, 2017, as if it were still in effect, except as specifically modified in this MOU.
- All work to be performed on the Derby Project, Varsity Project, and the GITS Project will be billed according to the current billing rates (which are discounted 10% from standard billing rates) as provided in the task orders currently approved as of September 19, 2017, including Task Order 1710 for the GITS Project. The current billing rates are specified on Exhibit “A.” Total compensation under any billing rate shall not exceed the amount of an approved task order for a project that is subject to a task order.
- Any consultation on the Walnut Project will be billed according to the current billing rates (which are discounted 10% from standard billing rates) at the rates specified on Exhibit “A.”
- In completing all work as referenced hereinabove, QK will work with such representative City staff member as may be designated, and after September 18, 2017, with the replacement City Engineer to be designated by the City.
- Such replacement City Engineer shall assume Engineer of Record for the following projects that are considered complete as of this date and are valid for an additional 90 days:
 - Di Giorgio Park Sidewalk Improvements;
 - WWTP Concrete Pad; and
 - Franklin Street Improvements.
- Engineer of Record will be responsible to confirm applicable documentation, prevailing wage, and other updates as required.
- City staff may seek additional consulting services from QK relating to prior projects it conducted and/or completed and any projects identified in the Scope of Services in this MOU that are not services otherwise covered by an active task order. QK shall also provide the City with additional consulting services (including deposition or trial testimony) in any litigation involving the City that is reasonably related to acts or occurrences transpiring during the provision of City Engineer services by QK, or under this MOU, as authorized in writing by the City Manager. Nothing under this MOU authorizes the City’s consultants to seek additional consulting services unless expressly authorized by the City Manager by email or other writing. Nothing under this MOU authorizes additional payment for services that have also been included in an approved task order.

1.2 Compliance With Law. All work and services rendered hereunder shall be provided in accordance with all applicable ordinances, resolutions, statutes, rules, and regulations of the City and any Federal, State or local governmental agency of competent jurisdiction.

1.3 Licenses, Permits, Fees and Assessments. QK shall obtain at its sole cost and expense such licenses, permits, and approvals as may be required by law for the performance of the services required by the MOU.

1.4 Prevailing Wage. QK is aware of the requirements of California Labor Code section 1720, et seq., and 1770, et seq., as well as California Code of Regulations, Title 8, section 1600, et seq., (“Prevailing Wage Laws”), which require the payment of prevailing wage rates and the performance of other requirements on “Public Works” and “Maintenance” projects. If the Services are being performed as part of an applicable “Public Works” or “Maintenance” project, as defined by the Prevailing Wage Laws, and if the total compensation is one thousand dollars (\$1,000.00) or more, QK agrees to fully comply with such Prevailing Wage Laws. The City shall provide QK with a copy of the prevailing rates of per diem wages in effect at the commencement of this MOU. QK shall make copies of the prevailing rates of per diem wages for each craft, classification or type of worker needed to execute the Services available to interested parties upon request, and shall post copies at QK’s principal place of business and at the project site. QK shall defend, indemnify and hold the City, its elected officials, officers, employees and agents free and harmless from any claim or liability arising out of any failure or alleged failure to comply with the Prevailing Wage Laws.

2. COMPENSATION

2.1 Contract Sum. Subject to any limitations set forth in this MOU, the City agrees to pay QK at the rates specified within Exhibit “A” (which are discounted 10% from standard billing rates) attached hereto and incorporated herein by reference, but not exceeding the maximum combined amount of \$15,000 (fifteen thousand dollars) for consultation on the Walnut Project or additional consulting services. Additionally, the City agrees to pay QK the amounts previously authorized by approved Task Order(s) for the GITS Project, the Derby Project and the Varsity Avenue RSTP Project, and payment in full of each Task Order for each respective project shall be full and complete payment of compensation to QK for that project. The Parties acknowledge that with the approval of Task Order 1710 by the City Council for the GITS Project, that QK has been fully compensated for the Walnut Project under the Contract, and will only be entitled to additional compensation under this MOU for providing consulting services related to that project after September 18, 2017, as contemplated by the Scope of Services, above.

2.2 Invoices. Each month QK shall furnish to the City an original invoice for all work performed and expenses incurred during the preceding month in a form approved by the City Manager. By submitting an invoice for payment under this MOU, QK is certifying compliance with all provisions of the MOU. The invoice shall detail charges for all necessary and actual expenses by the following categories: labor (by sub-category), travel, materials, equipment, supplies, and sub-contractor contracts. Sub-contractor charges shall also be detailed by such categories. QK shall not invoice the City for any duplicate services performed by more than one person.

The City shall independently review each invoice submitted by QK to determine whether the work performed and expenses incurred are in compliance with the provisions of this MOU. Except as to any charges for work performed or expenses incurred by QK which are disputed, the City will use its best efforts to cause QK to be paid subject to the limitations established in

Exhibit "A" within thirty (30) days of receipt of QK's correct and undisputed invoice; however, QK acknowledges and agrees that due to the City warrant run procedures, the City cannot guarantee that payment will occur within this time period. In the event any charges or expenses are disputed by the City, the original invoice shall be returned by the City to QK for correction and resubmission. Review and payment by the City of any invoice provided by QK shall not constitute a waiver of any rights or remedies provided herein or pursuant to any applicable ordinances, resolutions, statutes, rules, and/or regulations of the City and any Federal, State or local governmental agency of competent jurisdiction.

2.3 Additional Services. The City shall have the right at any time during the performance of the services, without invalidating this MOU, to order extra work beyond that specified in the Scope of Services or make changes by altering, adding to or deducting from said work. No such extra work may be undertaken unless a written order is first given by the City to QK, incorporating therein any adjustment in (i) the MOU Compensation, and/or (ii) the time to perform this MOU, which said adjustments are subject to the written approval of QK. Any increase in compensation above the amount set by approved task order must be approved by the City Council, and any amount for consulting services related to the Walnut Street Capital Improvement Project or other additional consulting services authorized within the Scope of Services may not exceed a total of fifteen thousand dollars (\$15,000.00) without approval of the City Council; or in the time to perform of up to one hundred eighty (180) days may be approved by the City Manager. In addition, QK hereby acknowledges and agrees that QK shall not be entitled to compensation for any additional services except as expressly identified in this MOU unless a Task Order is approved by majority vote of the City Council and confirmation of the Task Order approval is provided to QK in writing by the City.

3. INSURANCE AND INDEMNIFICATION

3.1 Insurance Coverages. QK shall procure and maintain, at its sole cost and expense, in a form and content satisfactory to the City, during the entire term of this MOU including any extension thereof, the following policies of insurance which shall cover all elected and appointed officers, employees and agents of the City:

(a) Commercial General Liability Insurance (Occurrence Form CG0001 or equivalent). A policy of comprehensive general liability insurance written on a per occurrence basis for bodily injury, personal injury and property damage. The policy of insurance shall be in an amount not less than one million dollars (\$1,000,000.00) per occurrence or if a general aggregate limit is used, either the general aggregate limit shall apply separately to this contract/location, or the general aggregate limit shall be twice the occurrence limit.

(b) Worker's Compensation Insurance. A policy of worker's compensation insurance in such amount as will fully comply with the laws of the State of California and which shall indemnify, insure and provide legal defense for QK against any loss, claim or damage arising from any injuries or occupational diseases occurring to any worker employed by or any persons retained by QK in the course of carrying out the work or services contemplated in this MOU.

(c) Automotive Insurance (Form CA 0001 (Ed 1/87) including "any auto" and endorsement CA 0025 or equivalent). A policy of comprehensive automobile liability insurance written on a per occurrence for bodily injury and property damage in an amount not less than

either (i) bodily injury liability limits of one hundred thousand dollars (\$100,000.00) per person and three hundred thousand (\$300,000.00) per occurrence and property damage liability limits of one hundred fifty thousand dollars (\$150,000.00) per occurrence or (ii) combined single limit liability of one million dollars (\$1,000,000.00). Said policy shall include coverage for owned, non-owned, leased and hired cars.

(d) Professional Liability. Professional liability insurance appropriate to QK's profession. This coverage may be written on a "claims made" basis, and must include coverage for contractual liability. The professional liability insurance required by this MOU must be endorsed to be applicable to claims based upon, arising out of or related to services performed under this MOU. The insurance must be maintained for at least five (5) consecutive years following the completion of QK's services or the termination of this MOU. During this additional five (5) year period, QK shall annually and upon request of the City submit written evidence of this continuous coverage.

(e) Subcontractors. QK shall include all subcontractors as insureds under its policies or shall furnish separate certificates and certified endorsements for each subcontractor. All coverages for subcontractors shall be subject to all of the requirements stated herein.

All of the above policies of insurance shall be primary insurance and shall name the City, its elected and appointed officers, employees and agents as additional insureds and any insurance maintained by the City or its officers, employees or agents shall apply in excess of, and not contribute with QK's insurance. The insurer is deemed hereof to waive all rights of subrogation and contribution it may have against the City, its officers, employees and agents and their respective insurers. The insurance policy must specify that where the primary insured does not satisfy the self-insured retention, any additional insured may satisfy the self-insured retention. All of said policies of insurance shall provide that said insurance may not be amended or cancelled by the insurer or any party hereto without providing ten (10) days prior written notice by certified mail return receipt requested to the City. In the event any of said policies of insurance are cancelled, QK shall, prior to the cancellation date, submit new evidence of insurance in conformance with this Section 3.1 to the City. No work or services under this MOU shall commence until QK has provided the City with Certificates of Insurance or appropriate insurance binders evidencing the above insurance coverages and said Certificates of Insurance or binders are approved by the City. The City reserves the right to inspect complete, certified copies of all required insurance policies at any time. Any failure to comply with the reporting or other provisions of the policies including breaches or warranties shall not affect coverage provided to the City. At the option of the City, either the insurer shall reduce or eliminate any deductibles or self-insured retentions as respect to the City.

The insurance required by this MOU shall be satisfactory only if issued by companies qualified to do business in California, rated "A" or better in the most recent edition of Best Rating Guide, The Key Rating Guide or in the Federal Register, and only if they are of a financial category Class VII or better, unless such requirements are waived by the City's Risk Manager or other designee of the City due to unique circumstances.

3.2 Indemnification. To the full extent provided by law, QK agrees to indemnify, defend and hold harmless the City, its officers, employees and agents against, any and all actions, suits, claims, damages to persons or property, losses, costs, penalties, obligations,

errors, omissions or liabilities, including paying any legal costs, attorneys fees, or paying any judgment (herein “claims or liabilities”) that may be asserted or claimed by any person, firm or entity arising out of or in connection with the negligent performance of the work or services of QK, its officers, agents, employees, agents, subcontractors, or invitees, provided for herein (“indemnitors”), or arising from QK’s indemnitors’ negligent performance of or failure to perform any term, provision, covenant, or condition of this MOU, except claims or liabilities to the extent caused by the sole negligence or willful misconduct of the City.

4. ENFORCEMENT OF MOU AND TERMINATION

4.1 Term. This MOU shall automatically expire sixty (60) calendar days from the final notice of completion recorded as to the last of any of the following projects: Derby Project, Varsity Project, GITS Project, or Walnut Project. Additionally, QK’s obligation to provide further services is limited for specific projects as follows:

4.1.1 Derby Project: QK is not obligated, and shall not provide any further services, for the Derby Project under this MOU upon the last occurrence of either of the following:

- 45 days following the receipt of the Right-of-Way Certifications for the last property for which right of way is required to complete the Derby Project, or
- If eminent domain/condemnation proceedings are necessary, 45 days following the approval of the Resolution of Necessity by the City for the last property for which right of way is required to complete the Derby Project and for which a Right-of-Way Certification has not been received.

4.1.2: GITS Project: QK is not obligated, and shall not provide any further services under this MOU, for the GITS Project after 60 days following the receipt of the recorded Notice of Completion for the Project.

4.1.2: Varsity Project: QK is not obligated, and shall not provide any further services under this MOU, for the Varsity Project after 60 days following the receipt of the recorded Notice of Completion for the Project.

With regard to any project subject to this MOU, QK shall continue to cooperate with the City to ensure a smooth “hand off” and transition of any remaining items or documents the City’s Engineer or other person(s) designated by the City Manager. Nothing in this section shall prohibit the City from requesting, and QK from providing, additional consulting services as noted in the Scope of Services.

4.2 California Law. This MOU shall be interpreted, construed and governed both as to validity and to performance of the parties in accordance with the laws of the State of California. Legal actions concerning any dispute, claim or matter arising out of or in relation to this MOU shall be instituted in the Superior Court of California, County of Kern

4.3 Disputes; Default. In the event that QK is in default under the terms of this MOU, the City shall not have any obligation or duty to continue compensating QK for any work performed after the date of default. Instead, the City may give notice to QK of the default and the reasons for the default. The notice shall include the timeframe in which QK may cure the default. This timeframe is presumptively thirty (30) days, but may be extended, if circumstances warrant. During the period of time that QK is in default, the City shall hold all invoices and shall, when the default is cured, proceed with payment on the invoices. If QK does not cure the default, the City may take necessary steps to terminate this MOU under this Article.

4.4 Legal Action. In addition to any other rights or remedies, either party may take legal action, in law or in equity, to cure, correct or remedy any default, to recover damages for any default, to compel specific performance of this MOU, to obtain declaratory or injunctive relief, or to obtain any other remedy consistent with the purposes of this MOU. Except with respect to rights and remedies expressly declared to be exclusive in this MOU, the rights and remedies of the parties are cumulative and the exercise by either party of one or more of such rights or remedies shall not preclude the exercise by it, at the same or different times, of any other rights or remedies for the same default or any other default by the other party. Notwithstanding any contrary provision herein, QK must file a statutory claim pursuant to Government Code sections 905 et. seq. and 910 et. seq., in order to pursue any legal action under this MOU.

4.5 Termination Prior to Expiration of Term. This Section shall govern any termination of this MOU. A Party may terminate this MOU at any time, with or without cause, upon thirty (30) days' written notice. Upon receipt of any notice of termination, QK shall immediately cease all services hereunder except such as may be specifically approved by the City. At the termination of this MOU, QK shall be entitled to compensation only for the reasonable value of the work product actually produced hereunder, but not exceeding the compensation rates established within Exhibit "A" and any approved Task Order.

4.6 Retention of Funds. QK hereby authorizes the City to deduct from any amount payable to QK (whether or not arising out of this MOU) (i) any amounts the payment of which may be in dispute hereunder or which are necessary to compensate the City for any losses, costs, liabilities, or damages suffered by the City, and (ii) all amounts for which the City may be liable to third parties, by reason of QK's acts or omissions in performing or failing to perform QK's obligation under this MOU. In the event that any claim is made by a third party, the amount or validity of which is disputed by QK, or any indebtedness shall exist which shall appear to be the basis for a claim of lien, the City may withhold from any payment due, without liability for interest because of such withholding, an amount sufficient to cover such claim. The failure of the City to exercise such right to deduct or to withhold shall not, however, affect the obligations of QK to insure, indemnify, and protect the City as elsewhere provided herein.

5. MISCELLANEOUS

5.1 Covenant Against Discrimination. QK covenants that, by and for itself, its heirs, executors, assigns and all persons claiming under or through them, that there shall be no discrimination against or segregation of, any person or group of persons on account of race, color, creed, religion, sex, marital status, national origin, ancestry, or other protected class in the performance of this MOU. QK shall take affirmative action to ensure that applicants are

employed and that employees are treated during employment without regard to their race, color, creed, religion, sex, marital status, national origin, ancestry, or other protected class.

5.2 Non-liability of City Officers and Employees. No officer or employee of the City shall be personally liable to QK, or any successor in interest, in the event of any default or breach by the City or for any amount, which may become due to QK or to its successor, or for breach of any obligation of the terms of this MOU.

5.3 Notice. Any notice, demand, request, document, consent, approval, or communication either party desires or is required to give to the other party or any other shall be in writing and either served personally or sent by prepaid, first-class mail, in the case of the City, to the City Manager at City of Arvin, 200 Campus Drive, California 93203 and in the case of QK, to the person at the address designated on the execution page of this MOU.

5.4 Integration and Amendment. This MOU including the attachments hereto is the entire, complete and exclusive expression of the understanding of the parties. It is understood that there are no oral agreements between the parties hereto affecting this MOU and this MOU supersedes and cancels any and all previous negotiations, arrangements, agreements and understandings, if any, between the parties, and none shall be used to interpret this MOU. No amendment to or modification of this MOU shall be valid unless made in writing and approved by QK and by the City Council. The parties agree that this requirement for written modifications cannot be waived and that any attempted waiver shall be void. QK further agrees and shall comply with all statutes and precedent governing contracting with a public agency such as the City.

5.5 Severability. In the event that part of this MOU shall be declared invalid or unenforceable by a valid judgment or decree of a court of competent jurisdiction, such invalidity or unenforceability shall not affect any of the remaining portions of this MOU which are hereby declared as severable and shall be interpreted to carry out the intent of the parties hereunder unless the invalid provision is so material that its invalidity deprives either party of the basic benefit of their bargain or renders this MOU meaningless.

5.6 Waiver. No delay or omission in the exercise of any right or remedy by non-defaulting party on any default shall impair such right or remedy or be construed as a waiver. A party's consent to or approval of any act by the other party requiring the party's consent or approval shall not be deemed to waive or render unnecessary the other party's consent to or approval of any subsequent act. Any waiver by either party of any default must be in writing and shall not be a waiver of any other default concerning the same or any other provision of this MOU. Nothing in this MOU shall waive or modify the Contract.

5.7 Attorneys' Fees. If either party to this MOU is required to initiate or defend or made a party to any action or proceeding in any way connected with this MOU, the prevailing party in such action or proceeding, in addition to any other relief which may be granted, whether legal or equitable, shall be entitled to reasonable attorney's fees and costs, whether or not the matter proceeds to judgment.

5.8 Corporate Authority. The persons executing this MOU on behalf of the Parties hereto warrant that (i) such Party is duly organized and existing, (ii) they are duly authorized to execute and deliver this MOU on behalf of said Party, (iii) by so executing this

MOU, such party is formally bound to the provisions of this MOU, and (iv) the entering into this MOU does not violate any provision of any other MOU or agreement to which said Party is bound.

5.9 Conflict of Interest. QK covenants that neither it, nor any officer, principal or employees of its firm, has or shall acquire an any interest that would conflict in any manner with the interests of the City or which would in any way hinder QK's performance of services under this MOU.

5.10 Unauthorized Aliens. QK hereby promises and agrees to comply with all of the provisions of the Federal Immigration and Nationality Act, 8 U.S.C.A. section 1101, et seq., as amended, and in connection therewith, shall not employ unauthorized aliens as defined therein. Should QK so employ such unauthorized aliens for the performance of work and/or services covered by this MOU, and should the any liability or sanctions be imposed against City for such use of unauthorized aliens, QK hereby agrees to and shall reimburse City for the cost of all such liabilities or sanctions imposed, together with any and all costs, including attorneys' fees, incurred by City.

5.11 Records and Ownership of Documents. QK shall keep, and require subcontractors to keep, such ledgers, books of accounts, invoices, vouchers, canceled checks, reports, studies or other documents relating to the disbursements charged to the City and services performed hereunder (the "books and records"), as shall be necessary to perform the services required by this MOU and enable the City to evaluate the performance of such services and shall keep such records for a period of three years following completion of the services hereunder. The City shall have full and free access to such books and records at all times during normal business hours of the City, including the right to inspect, copy, audit and make records and transcripts from such records. QK shall return all materials to the City relating to all projects which are not subject to the scope of services identified within this MOU. Further, QK shall upon termination of this MOU return all materials referring or relating to the projects identified within the scope of services in this MOU, any addendum, task order or additional agreement. As with the prior agreement, QK may maintain a copy of the materials it prepared on behalf of the City pursuant to the this MOU and any previously authorized agreement. The City expressly releases QK from any liability arising out of a claim, complaint or cause of action arising from the City's reuse, on another project, any of the materials previously prepared by QK for which the materials were not designed or intended to be used.

As with the prior agreement, all studies, surveys, data, notes, computer files, reports, records, drawings, specifications, maps, designs, photographs, documents and other materials (the "documents and materials") prepared by QK in the performance of this MOU shall be the property of the City and shall be delivered to the City upon request as follows:

- QK shall provide to the City any i) hard copies of the City's documents and materials; ii) electronic copies of documents and materials that that do not require redaction of engineering stamps; and iii) AutoCAD files for the DiGiorgio Park Sidewalk Project, WWTP Concrete Pad, Walnut, GITS Project and the Franklin Street Improvements. QK shall provide these copies to the City at QK's sole cost and expense, and the City shall be responsible for picking up or transportation of the documents and materials.

- QK shall maintain any remaining documents and materials not specifically identified immediately above (such as certain AutoCad files) for a period of 7 years from the effective date of this MOU. Upon request by the City for any of such remaining documents or materials, QK shall promptly provide an estimate of the anticipated cost to the City, and upon confirmation of the willingness to incur said cost, the requested copies to the City. Upon receipt of an invoice, the City shall be responsible for promptly paying QK at the standard billing rates which are then in effect for public entities, minus a discount of 10%, for copies of said documents and materials, as a cost of reproduction. If at any time after 7 years QK is planning to purge or destroy documents or materials, they shall give at least 30 days notice to City Manager to give an opportunity to obtain the documents.

Upon the termination of this MOU, QK shall have no claim for further employment or additional compensation as a result of the exercise by the City of its full rights of ownership use, reuse, or assignment of the documents and materials hereunder. Moreover, QK with respect to any documents and materials that may qualify as “works made for hire” as defined in 17 U.S.C. section 101, such documents and materials are hereby deemed “works made for hire” for the City.

5.12 Confidentiality and Release of Information.

(a) All information gained or work product produced by QK in performance of this MOU shall be considered confidential, unless such information is in the public domain or already known to QK. QK shall not release or disclose any such information or work product to persons or entities other than the City without prior written authorization from the City Manager.

(b) QK shall not, without prior written authorization from the City Manager or unless requested by the City Attorney, voluntarily provide documents, declarations, letters of support, testimony at depositions, response to interrogatories or other information concerning the work performed under this MOU. Response to a subpoena or court order shall not be considered “voluntary” provided QK gives the City notice of such court order or subpoena.

(c) If QK provides any information or work product in violation of this MOU, then the City shall have the right to reimbursement and indemnity from QK for any damages, costs and fees, including attorney’s fees, caused by or incurred as a result of QK’s conduct.

(d) QK shall promptly notify the City should QK be served with any summons, complaint, subpoena, notice of deposition, request for documents, interrogatories, request for admissions or other discovery request, court order or subpoena from any Party regarding this MOU and the work performed there under. The City retains the right, but has no obligation, to represent QK or be present at any deposition, hearing or similar proceeding. QK agrees to cooperate fully with the City and to provide the City with the opportunity to review any response to discovery requests provided by QK.

5.13 Counterparts. This MOU may be executed in counterparts, including by electronically transmitted signature, each of which shall be deemed to be an original, and such counterparts shall constitute one and the same instrument.

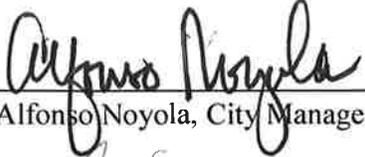
5.14 Voluntary Agreement. QK and the City each represent that they have read this MOU in full and understand and voluntarily agree to all provisions herein. The Parties further declare that prior to signing this MOU they each had the opportunity to apprise themselves of relevant information, through sources of their own selection, including consultation with legal counsel of their choosing if desired, in deciding whether to execute this MOU.

///

IN WITNESS WHEREOF, the parties hereto have executed this MOU effective September 19, 2017.

CITY:

CITY OF ARVIN, a municipal corporation


Alfonso Noyola, City Manager

ATTEST:


Cecilia Vela, City Clerk

APPROVED AS TO FORM:
ALESHIRE & WYNDER, LLP


Shannon Chaffin, City Attorney

QK:

By: 

Name: Michael D. Knopf

Title: CEO

Address: PO Box 3699
Visalia, CA 93298

By: 

Name: Janel Freeman

Title: CFO

Address: PO Box 3699
Visalia, CA 93278

Two signatures are required if a corporation.

NOTE: QK'S SIGNATURES SHALL BE DULY NOTARIZED, AND APPROPRIATE ATTESTATIONS SHALL BE INCLUDED AS MAY BE REQUIRED BY THE BYLAWS, ARTICLES OF INCORPORATION, OR OTHER RULES OR REGULATIONS APPLICABLE TO CONSULTANT'S BUSINESS ENTITY.

[END OF SIGNATURES]

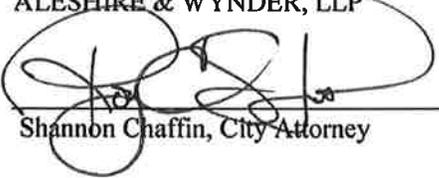
IN WITNESS WHEREOF, the parties hereto have executed this MOU effective September 19, 2017.

CITY:
CITY OF ARVIN, a municipal corporation

Alfonso Noyola, City Manager

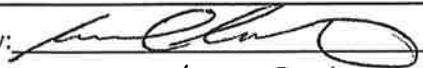
ATTEST:

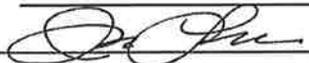
Cecilia Vela, City Clerk

APPROVED AS TO FORM:
ALESHIRE & WYNDER, LLP


Shannon Chaffin, City Attorney

QK:

By: 
Name: Michael D. Knopf
Title: CED
Address: PO BOX 3699
Visalia, CA 93278

By: 
Name: Janel Freeman
Title: CFD
Address: PO BOX 3699
Visalia, CA 93278

Two signatures are required if a corporation.

NOTE: QK'S SIGNATURES SHALL BE DULY NOTARIZED, AND APPROPRIATE ATTESTATIONS SHALL BE INCLUDED AS MAY BE REQUIRED BY THE BYLAWS, ARTICLES OF INCORPORATION, OR OTHER RULES OR REGULATIONS APPLICABLE TO CONSULTANT'S BUSINESS ENTITY.

[END OF SIGNATURES]

Attachment: 2017-25 MOU Re Continued Professional Svcs_QK_091917 (Task Order 1801-QK Derby HSIP Coordination Services & Affirmation

CALIFORNIA ALL-PURPOSE ACKNOWLEDGMENT

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

STATE OF CALIFORNIA

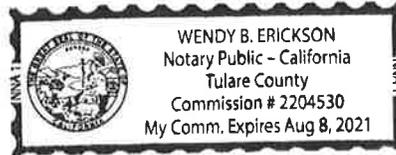
COUNTY OF ~~KERN~~ Tulare

Wendy B. Erickson,
On September 21, 2017 before me, Notary Public, personally appeared Michael D. Knopf, proved to me on the basis of satisfactory evidence to be the person(s) whose names(s) is/are subscribed to the within instrument and acknowledged to me that he/she/they executed the same in his/her/their authorized capacity(ies), and that by his/her/their signature(s) on the instrument the person(s), or the entity upon behalf of which the person(s) acted, executed the instrument.

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

WITNESS my hand and official seal.

Signature: Wendy B. Erickson



OPTIONAL

Though the data below is not required by law, it may prove valuable to persons relying on the document and could prevent fraudulent reattachment of this form.

CAPACITY CLAIMED BY SIGNER

DESCRIPTION OF ATTACHED DOCUMENT

- INDIVIDUAL
- CORPORATE OFFICER
President, CEO
TITLE(S)
- PARTNER(S) LIMITED
 GENERAL
- ATTORNEY-IN-FACT
- TRUSTEE(S)
- GUARDIAN/CONSERVATOR
- OTHER _____

MOU
TITLE OR TYPE OF DOCUMENT

15
NUMBER OF PAGES

September 19, 2017
DATE OF DOCUMENT

SIGNER IS REPRESENTING:
(NAME OF PERSON(S) OR ENTITY(IES))
Quad Knopf, Inc., dba QK

SIGNER(S) OTHER THAN NAMED ABOVE

CALIFORNIA ALL-PURPOSE ACKNOWLEDGMENT

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STATE OF CALIFORNIA

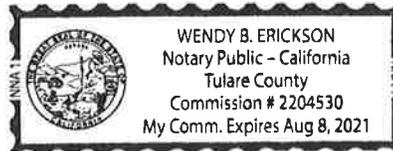
COUNTY OF KERN Tulare

Wendy B. Erickson, Notary Public, personally appeared Janel Freeman, proved to me on the basis of satisfactory evidence to be the person(s) whose names(s) is/are subscribed to the within instrument and acknowledged to me that he/she/they executed the same in his/her/their authorized capacity(ies), and that by his/her/their signature(s) on the instrument the person(s), or the entity upon behalf of which the person(s) acted, executed the instrument.

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Signature: Wendy B. Erickson



OPTIONAL

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CAPACITY CLAIMED BY SIGNER

DESCRIPTION OF ATTACHED DOCUMENT

Individual checkboxes: Individual, Corporate Officer (checked), Chief Financial Officer, TITLE(S)

MOU, TITLE OR TYPE OF DOCUMENT

Partner checkboxes: Partner(s), Limited, General

15, NUMBER OF PAGES

Attorney-in-fact, Trustee(s), Guardian/conservator, Other checkboxes

September 19, 2017, DATE OF DOCUMENT

SIGNER IS REPRESENTING: (NAME OF PERSON(S) OR ENTITY(IES)) Quad Knopf, Inc., dba QK

SIGNER(S) OTHER THAN NAMED ABOVE

EXHIBIT "A"



2017 Charge Rate Schedule	
Technical Services	
Project Assistant	\$66 /hour
Project Administrator	\$88 /hour
Assistant CADD Technician/Designer /GIS Technician	\$83 /hour
Associate CADD Technician/Designer /GIS Technician	\$97 /hour
Senior Associate CADD Technician/Designer/ GIS Analyst	\$112 /hour
Senior CADD Technician/Designer /GIS Analyst	\$127 /hour
Professional Services	
Engineering	
Assistant Engineer	\$110 /hour
Associate Engineer	\$133 /hour
Senior Associate Engineer	\$156 /hour
Senior Engineer	\$180 /hour
Principal Engineer	\$199 /hour
Planning/Environmental/Landscape Architecture	
Assistant Planner/Environmental Scientist	\$77 /hour
Associate Planner/Environmental Scientist	\$97 /hour
Senior Associate Planner/Environmental Scientist	\$121 /hour
Senior Planner/Environmental Scientist/Landscape Architect	\$142 /hour
Principal Planner/Environmental Scientist	\$157 /hour
Senior Principal Planner/Environmental Scientist	\$187 /hour
Construction and Project Management	
Field Construction Observer	\$99 /hour
Associate Field Construction Observer	\$118 /hour
Senior Field Construction Observer	\$138 /hour
Assistant Construction Manager	\$110 /hour
Associate Construction Manager	\$129 /hour
Project Manager	\$133 /hour
Senior Associate Construction/Project Manager	\$148 /hour
Senior Construction/Project Manager	\$165 /hour
Principal Project Manager	\$180 /hour
Surveying	
Assistant Surveyor	\$97 /hour
Associate Surveyor	\$110 /hour
Senior Associate Surveyor	\$133 /hour
Senior Surveyor	\$156 /hour
One-Person Survey Crew	\$121 /hour
Two-Person Survey Crew	\$198 /hour
Three-Person Survey Crew	\$240 /hour

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

Expenses:

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

Rates are effective through December 31, 2017. If contract assignment extends beyond that date, a new rate schedule may be added to the contract. Litigation support will be billed at \$300 per hour. Rates based on "Prevailing Wage" (PW) for Construction Surveying will be determined by project and County per California law.



CITY OF ARVIN
Staff Report

Meeting Date: June 19, 2018

TO: City Council

FROM: Jake Raper, City Planner
Jerry Breckinridge, Interim City Manager

SUBJECT: Approval to Set the Public Hearing Date for August 21, 2018 to Consider the Appeal of Planning Commission Conditional Use Permit 2017-Petro Lud - Stockton Project - Oil and Gas Exploratory and Production Well -APN 189-351-36 Southwest Corner of Sycamore Road and Meyer Street, Establishment of a drill pad no larger than 300'-0" X 500'-0" and four (4) exploratory well sites which may be converted into production wells and adoption of a related CEQA exemption findings pursuant to the California Environmental Quality Act, Unless Previously Withdrawn by the Appellants Before Such Date.

RECOMMENDATION:

Staff recommends the City Council set the Public Hearing date for August 21, 2018 for public hearing date for consideration of the appeal.

BACKGROUND:

The Planning Commission on May 30, 2018 conducted a public hearing on the above project. Per Staff's recommendation, the Planning Commission conditionally approved the project and adopted Resolution No. APC 2018-10.

On May 31, 2018, the applicant and surrounding property owners were advised of the Planning Commission's action and provided a copy of the resolution, APC 2018-10 dated May 30 2018. Three appeals have been received regarding the Planning Commission Action from Mr. Isaac Ochoa dated June 12, 2018, Westminster Capital Inc. dated June 11, 2018, and Center on Race, Poverty and the Environment dated June 13, 2018.

Per Section 17.54.130 (B) Decisions - Granting or denial Notice, Staff is recommending that the City Council set a public hearing date for this matter. Given limited Staff resources and the number and nature of the appeals, etc. Staff is recommending August 21, 2018.

ATTACHMENTS:

Attachment 1 – Planning Commission Resolution APC 2018-10 dated May 30, 2018

Attachment 2 – Letter of Appeal Mr. Isaac Ochoa dated June 12, 2018

Attachment 3 – Letter of Appeal – Westminster Capital Inc. dated June 11, 2018

Attachment 4 – Letter of Appeal – Center on Race, Poverty & Environment (CRPE) dated June 13, 2018

RESOLUTION NO. APC 2018-10

A RESOLUTION OF THE CITY OF ARVIN PLANNING COMMISSION APPROVING CONDITIONAL USE PERMIT (CUP) 2017-PETRO-LUD – STOCKTON PROJECT - OIL AND GAS EXPLORATORY AND PRODUCTION WELL -APN 189-351-36 SOUTHWEST CORNER OF SYCAMORE ROAD AND MEYER STREET; ESTABLISHMENT OF A DRILL PAD NO LARGER THAN 400'-0" X 400'-0" AND FOUR (4) EXPLORATORY WELL SITES WHICH MAY BE CONVERTED INTO PRODUCTION WELLS AND ADOPTION OF A RELATED CEQA EXEMPTION FINDINGS PURSUANT TO THE CALIFORNIA ENVIRONMENTAL QUALITY ACT.

WHEREAS, the Planning Commission opened the public hearing on May 30, 2018 and has received testimony and other evidence at the meeting; and

WHEREAS, public notice for the public hearing was published in the Bakersfield Californian on May 19, 2018 and notices were mailed to individual property owners within 300-feet of the project site on May 17, 2018; and

WHEREAS, notice has been given in the time and in the manner required by State Law and City Code; and

WHEREAS, Staff has performed a preliminary environmental assessment of this project and have determined that it falls within the Categorical Exemption set forth in section 15303 (New Construction or Conversion of Small Structures) as the project consist of construction and location of limited numbers of new small facilities or structures, which are below the maximum amount allowed on the parcel. The proposed project will consist of four (4) exploratory well sites for a short period (approximately 120 days) and should permanent production wells occur the area utilized is approximately 250 square feet for each production well. Significant amounts of hazardous substances will not be used. Utility connections are available to serve the construction to the extent they are needed. Furthermore, Staff has determined that none of the exceptions to Categorical Exemptions set forth in the CEQA Guidelines, section 15300.2 apply to this project; and

WHEREAS, the Planning Commission of the City of Arvin desires to adopt a Class 3 Categorical Exemption for the Project pursuant to CEQA Guidelines section 15303, and approve Conditional Use Permit 2017 – Petro Lud subject to conditions set forth in Exhibit A.

NOW, THEREFORE, BE IT RESOLVED, by the Planning Commission of the City of Arvin as follows:

1. Recitals. The recitals set forth above are true and correct and incorporated herein by this reference.
2. CEQA. The Planning Commission finds and determines that the project falls within the Categorical Exemption set forth in CEQA Guidelines section 15303 (New Construction or

Conversion of Small Structures) as the project consist of construction and location of limited numbers of new small facilities or structures, which are below the maximum amount allowed on the parcel. The proposed project will consist of four (4) exploratory well sites for a short period of time (approximately 80 days, more or less, total) and should permanent production wells occur the area utilized is approximately 250 square feet for each production well. Significant amounts of hazardous substances will not be used. Utility connections are available to serve the construction to the extent they are needed.

In addition to lower traffic volumes, minimal foot traffic, etc., associated with the type of proposed use sought, the Planning Commission finds that the project contains several design features that serve to reduce its potential impact, compliance of which is required through conditions of approval. These include:

- a. Small size. The actual footprint after drilling will be approximately 250 square feet per well, or 1,000 total feet. The drilling pad (E-W) (N-S) will measure approximately 400' x 400', and will include accessory structures to the wells. Three (3) tanks twenty-two (22'-0") feet in diameter and sixteen (16'-0") feet in height, a separator, gas flare, and a fence may be constructed should production be implemented.
- b. Short duration. The exploratory drilling is a temporary activity – anticipated time period is less than 120 days. If resources are located in producible volumes, additional drilling (if any) to create production wells will be of a likewise temporary duration.
- c. Regulatory compliance. The proposed exploratory petroleum oil and natural gas wells will adhere to permitting requirements, rules and regulations set forth by the San Joaquin Valley Air Pollution Control District; the California Department of Conservation, Division of Oil, Gas and Geothermal Resources (DOGGR); and the California Regional Water Quality Control Board (RWQCB), and the City of Arvin's Municipal Code Chapter 17.46 (Oil and Gas Production).
- d. Noise restrictions. The project will comply with the requirements of Municipal Code Chapter 9.08 (Noise Disturbance Ordinance).
- e. Light and glare. All outdoor lighting shall be hooded and directed as to not shine toward adjacent properties and public streets. All portable lighting, including lights located atop the drill rig, shall be pointed downward toward the base of the rig to minimize potential glare.
- f. Air traffic safety. All drilling towers shall be marked and lighted in such a manner as to avoid potential safety hazards to aircraft application of herbicides and pesticides on adjacent farmlands.
- g. Site restoration. When drilling operations are complete, the Applicant shall return the project site (as much as practical) to its original condition and all drilling equipment shall be removed within 90 days of termination of the drilling operations.
- h. Odor and dust control. The project will not involve any process, equipment or materials which will be objectionable to persons living or working in the vicinity by reason of odor, fumes, dust, smoke, etc. Produced oil and muds will be appropriately contained, dust will be minimized by daily spraying during active operations, and any flare equipment will be maintained and used consistent with San Joaquin Valley Air Pollution Control District rules.
- i. Cultural resources and human remains. In the event that cultural resources are unearthed during ground-disturbing activities, all work shall be halted in the area of the

find. An archeologist will be called to evaluate the findings and make any necessary mitigation recommendations. If human remains are unearthed during ground-disturbing activities, no further disturbance will occur until the Kern County Sheriff-Coroner has made the necessary findings as to origin and disposition. All normal evidence procedures should be followed by photos, reports, video, etc. If such remains are determined to be Native American, the Sheriff-Coroner must notify the Native American Commission within 24 hours.

j. Self-contained wastewater. Wastewater will be self-contained and serviced by a private company; no connection to the City's wastewater system is proposed.

k. No hazardous materials will be used. The project will not emit, transport, use or dispose of hazardous materials. No hazardous material will be used in the drilling mud system. All drilled cuttings will be separated from the mud system, de-watered and stored on the location until the drilling is completed, liquid waste (water from the drilling mud) will be re-used as needed in the mud system. The excess will be stored on the site until it is dewatered. All drilling fluids to be used during the drilling of the above referenced well will be the same drilling materials that are currently used in accordance with locally drilled agriculture wells. All cuttings and drilling fluids will be tested, dewatered and hauled off site to an approved non-hazardous drilling mud disposal site or spread on location if desired to build up location for production facilities or other purposes.

l. Fire code compliance and weed abatement. The operator will maintain weed abatement and brush clearance programs to reduce fire hazards to developed property in the immediate vicinity of vacant, undeveloped land, and comply with the applicable fire code.

m. Storm water discharge. The project will comply with National Pollution Discharge Elimination System (NPDES) regulations and permitting requirements to control direct storm water discharge, as well as applying any applicable Water Quality Management Plans and Best Management Practices (BMP).

n. Water well and septic system protections. Prior to commencing operations, all water wells and septic systems within the project area shall be properly destroyed by an appropriately-licensed contractor. Prior to destruction of any agricultural well, a sample of the uppermost fluid in the well column shall be checked for lubricating oil. Should lubricating oil be found in the well, the oil shall be removed from the well prior to placement of fill material for destruction.

o. Plugging and abandonment. If exploratory drilling is unsuccessful, all wells will be plugged and abandoned in compliance with the California Department of Conservation, Division of Oil, Gas and Geothermal Resources regulations.

p. Removal of drill rigs. Drill rigs removed after 90 days of completion of drilling well, unless it will be used for another well on site within 30 days.

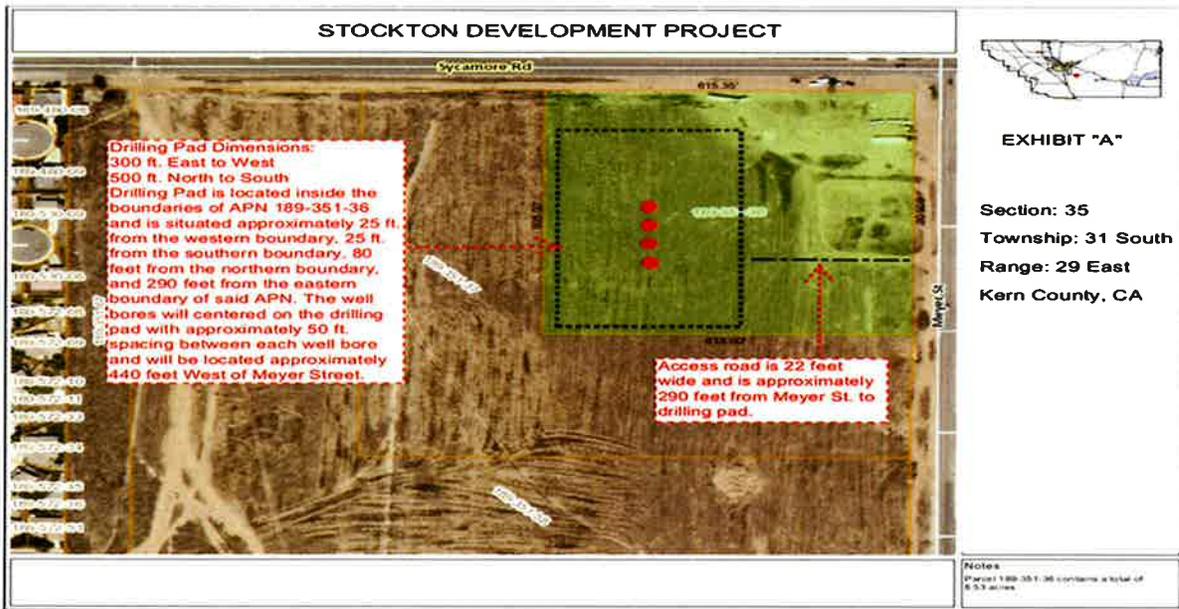
q. Landscaping will be required around the perimeter of the site, outside of the surrounding fence or wall, so as screen equipment from public view. Pumping equipment height is also limited to 20 feet.

r. Other items set forth in the administrative record, including features required by the conditions of approval and set forth in the Operational Statement.

The Planning Commission further finds and determines that none of the exceptions to

Categorical Exemptions set forth in the CEQA Guidelines, section 15300.2 apply to this project. The location is in an undeveloped parcel, meeting all setback requirements, and the location is not of a particularly sensitive environment that would otherwise create a significant impact. Additionally, there are no unusual circumstances regarding cumulative impacts; no successive projects of the same type in the same location are proposed, nor would they be significant, and oil and gas operations of this sort are relatively uncommon in comparison with other types of more common uses. Likewise, there is not a reasonable possibility that the activity will have a significant effect on the environment due to unusual circumstances. The project is also not located next to any scenic highway or resources, nor is located on a hazardous waste site which is included on any list compiled pursuant to Section 65962.5 of the Government Code. Finally, there are no structures on the site that could qualify as historical resources. No structures are proposed to be demolished, nor would the project have a significant adverse impact on a historic resource. For all the foregoing, including evidence in the administrative record, the Planning Commission of the City of Arvin adopts a Class 3 Categorical Exemption under CEQA Guidelines section 15303 (New Construction or Conversion of Small Structures).

3. Use Permit Approved. The Planning Commission approves Conditional Use Permit 2017 – Petro Lud, subject to the conditions as established in Exhibit A, within APN 189-351-36 in the location as generally depicted, 400' X 400', below.



4. Acceptance of Conditions. The property owner(s) and business owners(s) shall submit affidavits of acceptance of the conditions of approval for this project, including an acknowledgement that failure to comply with the conditions of approval shall constitute grounds for revocation or other enforcement, prior to Conditional Use Permit 2017 – Petro Lud becoming effective.
5. This Resolution shall become effective immediately.

5. This Resolution shall become effective immediately.

I HEREBY CERTIFY that the foregoing resolution was passed and adopted by the Planning Commission of the City of Arvin at a special meeting thereof held on the 30th day of May, 2018 by the following vote:

AYES: PC Rivera, PC Martinez, VC Zavala, Chair Trujillo

NOES: _____

ABSTAIN: _____

ABSENT: PC Tinoco

ATTEST

Cecilia Vela
CECILIA VELA, City Clerk

ARVIN PLANNING COMMISSION

By: *Olivia Trujillo*
OLIVIA TRUJILLO, Chairperson

APPROVED AS TO FORM:

By: *S. Chaffin*
SHANNON CHAFFIN, City Attorney
Aleshire & Wynder, LLP

I, _____, Secretary of the Planning Commission of the City of Arvin, California, DO HEREBY CERTIFY that the foregoing is a true and accurate copy of the

EXHIBIT A
CONDITIONS OF APPROVAL
Conditional Use Permit No. 2017-Petro Lud

(CUP2017-Petro-Lud – Stockton Project - Oil and Gas Exploratory and Production Well - APN 189-351-36 Southwest Corner of Sycamore Road and Meyer Street; proposes the establishment of a drill pad no larger than 400’-0” X 400’-0” and four (4) exploratory well sites which may be converted into production wells)

NOTICE TO PROJECT APPLICANT

In accordance with the provisions of Government Code Section 66020(d)(1), the imposition of fees, dedication, reservations or exactions for this project are subject to protest by the project applicant at the time of approval or conditional approval of the development or within 90 days after the date of imposition of fees, dedications, reservation, or exactions imposed on the development project.

This notice does not apply to those fees, dedications, reservations, or exactions which were previously imposed and duly noticed; or, where no notice was previously required under the provisions of Government Code Section 66020(d)(1) in effect before January 1, 1997.

PART A - PROJECT INFORMATION

1. Assessor’s Parcel No: 189-351-36
2. Street Location: Southwest Corner of Sycamore Road and Meyer Street, Arvin.
3. Existing Zoning: C-2 (General Commercial)
4. Planned Land Use: General Commercial
5. Project Description: Conditional Use Permit 2017 – Petro Lud requests authorization to permit four (4) Oil and Gas Exploratory and Production Wells (Stockton Project) on property located at the Southwest Corner of Sycamore Road and Meyer Street, a portion of APN 189-351-36. The proposed drilling area is no larger than 400’-0” X 400’-0.”

PART B – GENERAL CONDITIONS AND REQUIREMENTS

The Planning Commission approved these conditions on May 30, 2018.

This project was environmentally assessed, and resulted in a Class 3 Categorical Exemption under CEQA Guidelines section 15303 (New Construction or Conversion of Small Structures).

IMPORTANT: PLEASE READ CAREFULLY

Please note that this project may be subject to a variety of discretionary conditions of approval. These include conditions based on adopted City plans and policies, those determined through site plan review and environmental assessment essential to mitigate adverse effects on the environment including the health, safety, and welfare of the community, and recommended

conditions for development that are not essential to health, safety, and welfare, but would on the whole enhance the project and its relationship to the neighborhood and environment.

Discretionary conditions of approval may be appealed. All code requirements, however, are mandatory and may only be modified by variance, provided the findings can be made.

All discretionary conditions of approval will ultimately be deemed mandatory unless appealed to the City Council within 15 days after the decision by the Planning Commission or 10 days after the mailing required notices (if any), whichever date is later.

In the event you wish to appeal the Planning Commission's decision or discretionary conditions of approval, you may do so by filing a written appeal with the City Clerk. The appeal shall include a statement of your interest in or relationship to the subject property, the decision or action appealed and specific reasons why you believe the decision or action appealed should not be upheld.

Approval of this conditional use permit shall be considered null and void in the event of failure by the applicant and/or the authorized representative, architect, engineer, or designer to disclose and delineate all facts and information relating to the subject property and the proposed development including, but not limited to, the following:

- a. All existing and proposed improvements including but not limited to buildings and structures, signs and their uses, trees, walls, driveways, outdoor storage, and open land use areas on the subject property and all of the preceding which are located on adjoining property and may encroach on the subject property;
- b. All public and private easements, rights-of-way and any actual or potential prescriptive easements or uses of the subject property; and,
- c. Existing and proposed grade differentials between the subject property and adjoining property zoned or planned for residential use.

Approval of this use permit may become null and void in the event that development is not completed in accordance with all the conditions and requirements imposed on this use permit, the Zoning Ordinance, and all City Standards and Specifications. *This use permit is granted, and the conditions imposed, based upon the Operation Statement provided by the applicant. The Operation Statement is material to the issuance of this use permit. Unless the conditions of approval specifically require operation inconsistent with the Operation Statement, a new or revised use permit is required if the operation of this establishment changes or becomes inconsistent with the Operation Statement.* Failure to operate in accordance with the conditions and requirements imposed may result in revocation of the use permit or any other enforcement remedy available under the law. The City shall not assume responsibility for any deletions or omissions resulting from the use permit review process or for additions or alterations to any construction or building plans not specifically submitted and reviewed and approved pursuant to this use permit or subsequent amendments or revisions.

No uses of land, buildings, or structures other than those specifically approved pursuant to this use permit shall be permitted.

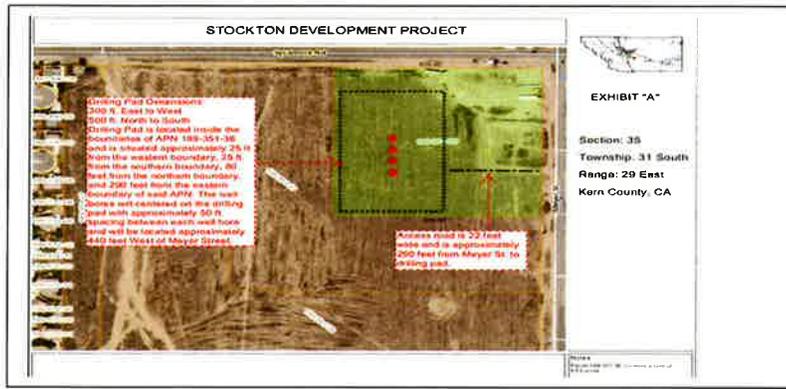
If a producing well is not secured upon land subject to such permit within twelve (12) months from the date of issuance of this use permit, or within any extended period thereof, this use permit shall expire and the premises shall be restored to their original condition as nearly as practicable to do so. The use permit shall not expire, however, while the permittee is continuously conducting drilling, re-drilling, completing or abandoning operations, or related operations, in a well on lands covered by such permit, which operations were commenced while such use permit was otherwise in effect. Continuous operations are operations suspended not more than thirty (30) consecutive days. If at the expiration of such twelve (12) month period the permittee has not completed the drilling program on the lands covered by such permit, the planning commission, may upon a written request of permittee, extend the permit for the additional time requested by permittee for the completion of such drilling program. (Section 17.46.040(B).)¹

These conditions are applicable to any person or entity making use of this use permit, whether identified as “permittee,” “applicant,” “operator,” “developer,” or is unnamed.

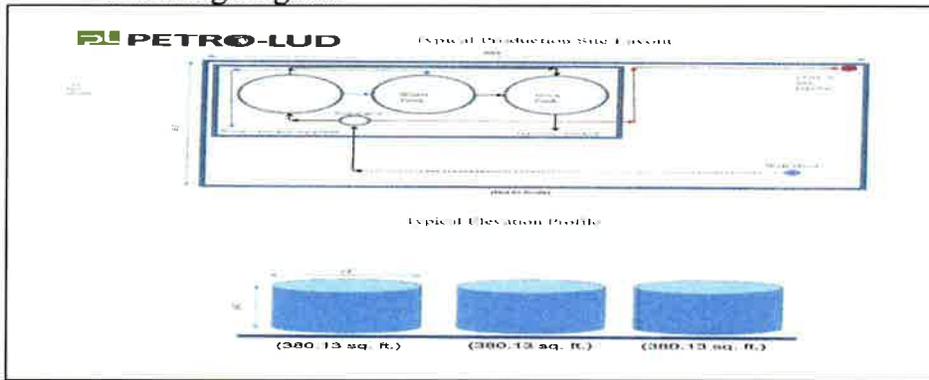
PART C – ADDITIONAL CONDITIONS

1. Approvals: The project shall be constructed and used in accordance with all approved plans, conditions of approval, and other required permits and approvals. All construction shall comply with applicable building codes.
2. Laws and Regulations: The use will comply with will all applicable laws and government regulations, including all applicable federal, state, and local laws, including those pertaining to hazardous materials, air and water quality, waste disposal, the Clean Water Act, the Clean Air Act, the Federal Water Pollution Control Act, the Solid waste Disposal Act, the Resource Conservation Recovery Act, the Resource Compensation and Liability Act, as well as the rules, regulations and ordinances of the Environmental Protection Agency, the California Division of Oil, Gas, and Geothermal Resources (DOGGR), the California Department of Health Services, the California Regional Water Quality Control Board, the San Joaquin Valley Air Pollution Control District, the City of Arvin’s Municipal Code (including Chapter 17.46 – Oil and Gas Production), and any other applicable laws or regulations.
3. Location of Use: Application and operation shall be limited to the surface areas in APN 189-351-36, subject to the setbacks identified below, and generally depicted as an area 400’-0” X 400’-0” as illustrated below:

¹ All references are to the Arvin Municipal Code unless otherwise noted.



4. **Typical Layout:** Typical layout of facilities shall generally comply with the following diagram:



5. **Setbacks:** Location of oil or gas well shall be in the area approved, and under no conditions shall an oil or gas well be within 100 feet of any public highway one within 150 of any residence (Section 17.46.040 A-1). Additionally, the site shall be set back at least 235'-0" feet from the centerline of the City's right of way for Sycamore Street, and 165 feet from the centerline of the City's right of way Meyers Street, to allow for the potential commercial development.

6. **Building Permits.** If a grading plan is required by the Building Division, building permits will not be issued until the grading plan is approved by both the City Engineer and the Building Division.

7. **Parking:** All off-street parking and operations and staging shall be restricted to the drill pad area.

8. **Fire and Safety Regulations:** All operations must conform to all applicable fire and safety regulations and must coordinate and receive clearance or any required approvals from the Kern County Fire Department (Section 17.46.040 A-2). Adequate firefighting apparatus and supplies, approved by the Kern County Fire Department, shall be maintained on the drilling site at all times during drilling and production operations (Section 17.46.040 A-13). All drilling and production activities shall be subject to all fire and safety regulations as required by the Kern County Fire Department and DOGGR. Blowouts, fires, explosions and other life threatening or

environmental emergencies shall be reported immediately to the Kern County Fire Department, Arvin City Manager, or designee, and State Department of Conservation, Division of Oil, Gas and Geothermal Resources (DOGGR).

9. Signs. Signs shall be directional and warning signs and signs required for identification the well. (Section 17.46.040 A-3) Signs relating to drilling and/or production operations shall be limited to directional and warning signs, and signs for identification of wells and facilities as required by the Fire Code and DOGGR to ensure employee and public safety. Signs not related to said operations shall be subject to the provisions of Arvin Municipal Code.

10. Sanitary Facilities and Wastewater: Sanitary toilet and washing facilities shall be installed and maintained an a clean and sanitary condition at all times. The applicant shall provide proof that a private company will provide maintenance service (Section 17.46.040 A-4). Wastewater will be self-contained and serviced by a private company; no connection to the City's wastewater system is authorized.

11. Drilling Equipment Removal: Any derrick, boilers or other equipment used to drill any well hole or to repair, clean out, deepen or redrill any completed or drilling well, shall be removed within ninety (90) days after completion of such drilling, or after abandonment of any well, unless such derrick, boilers and drilling equipment are to be used, within a thirty (30) days, for the drilling of another well or wells on the premises (Section 17.46.040 A-6).

12. Sumps and Tanks: Earthen sumps are prohibited during production. (Section 17.46.040 A-11.) All produced liquid will be placed into tanks, which may be portable during the test period. No pipelines are proposed to carry away produced oil . Instead, any oil or gas will be produced into and shipped from tanks located on the premises. (Section 17.46.040 A-11.) If gas in producable volumes are located, pipelines may be used to carry away the produced gas.

During drilling operations, an earthen pit may be used for drilling mud and cuttings if consistent with DOGGR regulations and requirements. Liquid drilling mud and cuttings will be stored in the pit, which will be approximately 25'-0" wide by 125'-0" long at a depth of 1- 5 '-0". All material stored in the pit will be tested, and if determined hazardous will be disposed of properly as required by local, state and federal law. If determined to be non-hazardous, the materials may be dewatered and hauled off site to an approved non-hazardous drilling mud disposal site, or spread on location if necessary to build up location for production if such disposal is compliant with local, state and federal law. At the conclusion of drilling operations, and within ninety (90) days after any well has been placed in production or after its abandonment (whichever is sooner), the earthen pit and surrounding area shall be tested for hazardous materials, remediated to remove any hazardous materials consistent with local, state and federal requirements, filled, and the location returned to its original condition as reasonably possible and subject to other conditions related to landscaping, etc., in these conditions of approval. (Section 17.46.040 A-7.)

13. Flare: Unless otherwise mandated by a regulatory agency with jurisdiction, produced gas will be metered and then incinerated in a flare system utilizing an air induction line, continues pilot, and wind shroud to ensure complete combustion. All flares shall be shielded from adjacent properties and road rights-of-way.

14. Portable Derrick and Drilling: Any derrick used for servicing operations shall be of the portable type; provided, however, that upon presentation of proof that the well is of such depth or has such other characteristics, or for other cause, that a portable-type derrick will not properly service such well, the applicant may seek planning commission approval the use of a standard type of derrick (Section 17.46.040 A-9) The use of portable oil derrick is approved. There will not be more than one (1) drilling rig on location at a time. Drilling operations may take place 24 hours per day.

15. Bonding: Bonding shall be required in the amount of \$500.00 per well as is required by Municipal Code Section 7.46.040 A-10. Additionally, operators are required to comply with DOGGR bonding and other requirements at all times, and proof of compliance with such bonding requirement must be submitted to the City prior to any drilling operations.

16. Commercial Uses: The proposed site is located on property zone C-2 (General Commercial). This use permit does not allow applicant the use of the proposed site for commercial purposes other than oil and gas exploratory and production wells as noted in the Project Description and conditioned herein. However, recognizing that drilling, redrilling, re-working, abandonment, maintenance or other equipment is typically required on site on a temporary basis for relatively short durations, portions of the site are authorized - at the applicant's discretion - to be used for commercial parking or similar uses under the following conditions:

- a. Prior to use of a portion of the site as a commercial use, the commercial use on APN 189-351-36 must obtain all required City approvals and permits.
- b. The applicant/operator shall designate a specific location for the secondary commercial use, which must be approved during the permitting process for the commercial use; or if no permits are pending, by the City's Community Development Department Planning Division.
- c. Any incidental commercial use shall be secondary and subservient to the use authorized by this use permit.
- d. No permanent structure shall be erected within the area of the project site for the commercial use which will inhibit or restrict drilling, redrilling, re-working, abandonment, maintenance or other equipment used for the site. Paved parking lots, sidewalks, landscaping, irrigation systems, etc., are not permanent structures.
- e. A covenant, in a form acceptable to the City, shall be recorded against the commercial property requiring compliance with subsection (a-d) prior to commercial use of a portion of the project site.

If a covenant is recorded as required by subsection (e), and if the specific location for the commercial use is approved by the City, then conditions herein requiring landscaping and fencing/walls around the project site may be reduced to encompass just the location where commercial uses will not occur. Applicant will still be responsible for litter, debris and weed control for the entire site, will still be responsible for securing the portion of the site where commercial uses will not occur, and is still required to ensure that parking for the permitted use occur on site.

17. Landscaping: Landscaping will be required around the perimeter of the site, outside of the surrounding fence or wall, so as screen equipment from public view (Section 17.46.040 A-11). All facilities shall be landscaped as approved by the Community Development Department Planning Division. Proposed landscaping and irrigation system shall be submitted for review and approval within 60 days of completion of the first well. Landscaping shall be installed within 60 days of approval by the City, or when permanent opaque fencing or walls must be installed, and must be maintained as approved by the City.

18. Deliveries: Except in case of emergency, no materials, equipment, tools or pipe used for either drilling or production operations shall be delivered to or removed from the drilling site, except between the hours of eight (8) a.m. and eight (8) p.m. of any day (Section 17.46.040 A- 12) unless otherwise mandated by DOGGR or other regulatory authority with jurisdiction.

19. Truck Routes: Vehicles in excess of three tons shall be restricted to those public roads specified as Truck Routes as established by the City of Arvin's Circulation Element, primarily Sycamore Street and Meyer Road.

20. Notification of Emergencies: In cases of fires, blowouts, explosions and other emergencies the applicant must promptly contact and notify the Kern County Fire Department, Arvin City Manager or designee, and DOGGR.

21. Pumping Operations: Pumping wells shall be operated by electric motors or muffled internal combustion engines, and the height of all pumping units shall be not more than twenty (20) feet.

22. Maintenance of Equipment: All permanent equipment shall be painted and kept in neat condition unless otherwise required by a regulatory agency having jurisdiction over the equipment or otherwise recommended by the manufacturer to keep the equipment in safe and operating condition. All producing operations shall be as free from noise as possible with modern oil operations (Section 17.46.040 A-14). Should the oil and gas operation go into production, all permanent equipment must kept in neat condition and maintained.

23. Noise: The project shall comply with the requirements of Municipal Code Chapter 9.08 (Noise Disturbance Ordinance). During the drilling operation, 2-500 horsepower main rig engines and 1-1000 hp pump engine with industrial mufflers with

some (1- 2) auxiliary 50hp. engines is permitted. The use shall utilize technological improvements generally accepted and used in drilling and production methods capable of reducing factors of nuisance and annoyance (Section 17.46.040 A-5).

24. Lighting: Unless otherwise mandated by DOGGR or other agency with regulatory jurisdiction, all outdoor lighting shall be hooded and directed as to not shine toward adjacent properties and public streets. All portable lighting, including lights located atop the drill rig, shall be pointed downward toward the base of the rig to minimize potential glare. All drilling towers shall be marked and lighted in such a manner as to avoid potential safety hazards to aircraft application of herbicides and pesticides on adjacent farmlands.

25. Dust and odors: The project shall not use any process, equipment or materials which will be objectionable to persons living or working in the vicinity by reason of odor, fumes, dust, smoke, etc. Produced oil and muds must be contained. The use shall comply with all regulations of the San Joaquin Valley Air Pollution Control District (Regulation VIII) concerning dust suppression during construction of the project. Methods include, but are not limited to; use of water or chemical stabilizer/suppressants to control dust emission from disturbed area, stock piles, and access ways; covering or wetting materials that are transported off-site; limit construction-related speed to 15 mph on all unpaved areas/washing of construction vehicles before they enter public streets to minimize carryout/track out; and cease grading and earth moving during periods of high winds (20 mph or more).

26. Litter and Debris: The site must be kept weed, litter and brush free at all times. A weed abatement and brush clearance maintenance program will be implemented to reduce fire hazards to developed property in the immediate vicinity of vacant, undeveloped land, and comply with the applicable fire code and DOGGR requirements.

27. Secured Site; Fencing and Walls: Operations at the site must be secured at all times. The drilling pad / site shall be fenced or walled prior to commencement of drilling or other operations. (Section 17.46.040 A-15). Fence or wall height must be a minimum of six (6') feet in height. Razor wire is prohibited. Temporary chain link fencing, with an opaque material to obscure view, is permitted until six (6) months after the completion of activities related to the drilling. Thereafter, permanent opaque fencing or walls must be installed around the site, and coated with an anti-graffiti paint or solution. Any graffiti must be removed within 2 (two) business days.

28. Site Access: Site access must be off of Meyer Street; no access from Sycamore Road shall be permitted. Encroachment permit application and approval from the City Engineer for the access road to the drill site from Meyer Street is required. The access from Meyer Street shall be a temporary access road of approximately 22'-0" wide and shall be surfaced with materials to prevent dust and shall be maintained to prevent rutting along the access road. Temporary improvements shall be required to ensure that the Meyer Street roadway will not be

damaged by the oil and gas operations. Once the oil and gas operations are completed, the temporary road access improvements shall be removed and restored to original condition as near as reasonably possible, unless the applicant and surface right owners obtain approval from the Community Development Department Planning Division. Should operations cause damage to Meyer Road or other City facilities, the operator or use permit holder(s) shall be responsible for the complete cost of repair of the damage.

29. Site Restoration: When drilling operations are complete, the applicant shall return the project site (as much as practical and subject to other conditions related to landscaping, etc., in these conditions) to its original condition as near as reasonably possible.

30. Hazardous Materials: The transport, use or disposal of hazardous materials is prohibited. No hazardous material will be used in the drilling mud system. All drilled cuttings will be separated from the mud system, de-watered and stored on the location until the drilling is completed, liquid waste (water from the drilling mud) will be re-used as needed in the mud system. The excess will be stored on the site until it is dewatered. All drilling fluids to be used during the drilling of the above referenced well will be the same drilling materials that are currently used in accordance with locally drilled agriculture wells. All cuttings and drilling fluids will be dewatered and hauled off site to an approved non-hazardous drilling mud disposal site or spread on location if desired to build up location for production facilities or other purposes.

31. Unauthorized Release of Petroleum Products, Etc.: Any unauthorized releases of petroleum, produced water, or hazardous materials in a reportable amount resulting from use of the site shall be promptly reported as required by applicable federal, state or local law or regulation, and shall report the same to the City in four (4) business days. The applicant/operator shall immediately determine the source of the release, undertake any repairs or procedures to ensure that the release has stopped, and promptly remediate any unauthorized release consistent with federal, state and local requirements.

If petroleum, produced water, or hazardous materials in a reportable amount are discovered present in the soil, water or groundwater at or immediately adjacent to the site, then the applicant/operator shall report the same to the City within four (4) business days after having received a complaint or obtained knowledge of the same, and shall report as required by applicable federal, state or local law or regulation. Applicant/operator shall immediately investigate the source of such alleged release. If the use of the site is responsible for such release, then the applicant/operator shall promptly determine the source of the release, undertake any repairs or procedures to ensure that the release has stopped, and promptly remediate any unauthorized release consistent with federal, state and local requirements.

Applicant/operator shall submit monthly written updates to the Community Development Planning Department until any unauthorized release on the site or attributable to the applicant/operator is remediated consistent with federal, state and local requirements, and the applicant/operator provides acceptable documentation (such as clearance from DOGGR) of the same to the City.

32. Reporting Requirements: In addition to reporting unauthorized releases, the applicant/operator shall provide the City with any of any notice, claim or allegation of a violation, or proceeding regarding the same, received from any federal, state, or local governmental agency. Applicant/operator shall submit monthly written updates regarding the status of the same to the Community Development Planning Department, including the final determination.

33. Storm Water Discharge. The project shall comply with National Pollution Discharge Elimination System (NPDES) regulations and permitting requirements to control direct storm water discharge, as well as applying any applicable Water Quality Management Plans and Best Management Practices (BMP).

34. Water Wells and Septic Tanks: Prior to commencing operations, all water wells and septic systems within the project area shall be properly destroyed by an appropriately-licensed contractor. Prior to destruction of any agricultural well, a sample of the uppermost fluid in the well column shall be checked for lubricating oil. Should lubricating oil be found in the well, the oil shall be removed from the well prior to placement of fill material for destruction.

35. Undocumented Oil or Gas Wells: In the event a previously undocumented oil or gas well is uncovered or discovered on the project, the operator shall promptly inform DOGGR and comply with DOGGR requirements.

36. Human Remains: If human remains are discovered during grading or construction activities, work would cease pursuant to Section 7050.5 of the California Health and Safety Code. If human remains are identified on the site at any time, work shall stop at the location of the find and the Kern County Coroner shall be notified immediately, and the local Native American community shall be notified immediately, as required by Section 7050.5 of the California Health and Safety Code and Section 5097.98 of the California Public Resource Code.

37. Cultural Resources: If unrecorded cultural resources are located during development of the site, work must halt in the vicinity and the finds must be assessed by a qualified archaeologist. Any recommendations made by the qualified archaeologist shall be completed by the developer prior to commencement of the development.

38. Abandonment: All wells will be plugged and abandoned in compliance with the California Department of Conservation, Division of Oil, Gas and Geothermal Resources regulations. Proof of DOGGR approval of the request to abandon shall be provided to the City prior to abandonment. The applicant shall provide the location of all structures (above and below ground) proposed to be removed or to remain in place, as well as the exact location of all wells (including distances from boundaries) along with the DOGGR well name and number. If any contamination is known, the type and extent shall also be provided to the City, along with the proposed remedial actions to the level of detail that can be assessed through environmental review. Prior to

abandonment, approval from the Community Development, Planning Division must be obtained regarding measures proposed to be used to prevent or reduce nuisance effects (e.g., dust, fumes, glare, noise, odor, smoke, traffic congestion, vibration, etc.) and to prevent danger to life and property.

39. Rights Run with the Land: Unless otherwise conditioned, this approval runs with the land and may continue under successive owners provided all provisions are satisfied.

40. Fees and Costs: Prior to commencing use under this conditional use permit, the applicant shall pay, in full, all fees and costs required for the processing of the use permit or otherwise required by any applicable City of Arvin resolution or ordinance. If a deposit has been made with the City, and is inadequate, the applicant shall pay any remaining balance(s) within thirty (30) days of being invoiced by the City.

41. Indemnity, Defense and Hold Harmless: The applicant, operator, and/or property owner ("Applicant" herein) agrees to indemnify, defend, and hold harmless the City of Arvin, its officers, agents, employees, departments, commissioners and boards ("City" herein) against any and all liability, claims, actions, causes of action or demands whatsoever against them, or any of them, before administrative or judicial tribunals of any kind whatsoever, in any way arising from, the terms and provisions of this application, including without limitation any CEQA approval or any related development approvals or conditions whether imposed by the City, or not, except for City's sole active negligence or willful misconduct. This indemnification condition does not prevent the Applicant from challenging any decision by the City related to this project and the obligations of this condition apply regardless of whether any other permits or entitlements are issued.

42. The City Manager or designee shall have the authority to review and make minor changes or modifications to conditions and may approve minor changes that enhance the operational and environmental conditions of the project. The City Manager or designee shall advise the Planning Commission of minor changes or modifications.

06-12-18P05:01 REV0

Isaac Ochoa
3924 Weed Patch Highway
Bakersfield, CA 93307

June 12, 2018

By Hand Delivery

Cecilia Vela, City Clerk
City of Arvin – City Hall
200 Campus Drive
P.O. Box 548
Arvin, CA 93203

RE: APPEAL OF CONDITIONAL USE PERMIT NO. 2017-PETRO LUD

Dear Ms. Vela:

Pursuant to the City of Arvin, Municipal Code (“Mun. Code”) § 17.54.130(B), I submit this timely appeal of Conditional Use Permit No. 2017-Petro Lud (“CUP”) issued on May 30, 2018 for the Stockton Project – Oil and Gas Exploratory and Production Well (“the Project”). The CUP was approved by the City of Arvin Planning Commission through Resolution No. APC 2018-10 (“Planning Commission Resolution”) on May 30, 2018 in violation of California law.

I am an aggrieved person, as stated in the Municipal Code. (Mun. Code § 17.54.130(B).)

Through this letter, I submit the following grounds for appeal:

A. Lack of Environmental Review under the California Environmental Quality Act (“CEQA”)

As approved, the CUP is in violation with CEQA, Public Resources Code 21000 *et seq.*, because there has been no environmental review on the Project’s impacts. Contrary to the Planning Commission Resolution, this Project does not qualify for a categorical exemption under CEQA. The evidence in the record is insufficient for this Project to be considered a “small facility or structure.” Environmental review is, therefore, warranted and necessary under California law.

B. Noise

The Planning Commission issued the CUP without adequate consideration and mitigation for noise impacts of the Project. Exploratory and production wells require construction, which

June 12, 2018

Cecilia Vela, City Clerk

Re: APPEAL OF CONDITIONAL USE PERMIT NO. 2017-PETRO LUD

can have serious noise impacts. The Planning Commission ignored the noise impacts altogether when issuing the CUP. These impacts must be considered and mitigated for neighboring properties will could be significantly harmed by such noise impacts.

C. Violation of Municipal Code Requirements

In addition, the Planning Commission approved the CUP in violation of the City of Arvin's Municipal Code requirements; the CUP and the Project are not in compliance with the Municipal Code. The Municipal Code requires that the City "establish reasonable limitations, safeguards and controls with respect to the future drilling for, development and production of oil, gas and other hydrocarbon substances." (Mun. Code § 17.46.010(A).) Here, the Planning Commission has failed to establish any safeguards for the Project – which includes potential production of oil products with unknown chemicals. This is in stark violation of the "safeguard" requirements. Therefore, the City must rescind the CUP and impose health and safety conditions for the community.

Thank you for your consideration of this appeal.

Sincerely,

Isaac Ochoa

05-12-18P12:06 RCVD

WESTMINSTER CAPITAL, INC.
233 Wilshire Blvd. #525
Santa Monica, CA 90401
FAX: (310) 496-2748
PHONE: (310) 278-1930

June 11, 2018

To: City Clerk of the City of Arvin

NOTICE OF APPEAL

Pursuant to section 17.05.060 of the Arvin Municipal Code, Westminster Capital, Inc., hereby submits its Appeal of the decision of the Planning Commission on May 30, 2018 approving Agenda item 4.C., to wit:

A Resolution of the Planning Commission of the City of Arvin Approving Conditional Use Permit (CUP) 2017-Petro-Lud – Stockton Project - Oil And Gas Exploratory And Production Well - APN 189-351-36 Southwest Corner of Sycamore Road and Meyer Street; Establishment of A Drill Pad 300'-0" X 500'-0" And Four (4) Exploratory Well Sites Which May Be Converted Into Production Wells and Adoption of A Related CEQA Exemption Findings Pursuant To The California Environmental Quality Act.

(Referred to herein as the "**Resolution.**")

Westminster Capital, Inc., the fee owner of a parcel of real property of approximately 9 acres, identified as APN 189-351-36, which is the real property referenced in the Resolution, hereby appeals the action taken by the Planning Commission of the City of Arvin ("**City**") adopting the Resolution on May 30, 2018, and requests that the City Council conduct a hearing to review the Resolution and reverse the decision of the Planning Commission because the City did not comply with the California Environmental Quality Act ("CEQA") in evaluating and recommending adoption of the CUP to the Planning Commission, the Planning Commission erred in approving the Resolution without compliance with CEQA, and for such other reasons as may be presented to the City Council by Westminster Capital, Inc., at such hearing.

In witness whereof, the undersigned has set its hand this 11th day of June, 2018.

Westminster Capital, Inc.

By:



Gregory Belzberg, President & CEO

Attachment: Attachment 3 – Letter of Appeal – Westminster Capital Inc. dated June 11, 2018 (Approval to Set Public Hearing Date for Appeal -

Attachment: Attachment 3 - Letter of Appeal - Westminster Capital Inc. dated June 11, 2018 (Approval to Set Public Hearing Date for Appeal)

ORIGIN: SMOA (310) 278-1930
GREG BELZBERG
WESTMINSTER CAPITAL
233 WILSHIRE BOULEVARD
SUITE NO. 525
SANTA MONICA CA 90401
UNITED STATES US

SHIP DATE: 11 JUN 18
ACTWTG1: 0.50 LB
CAD: 5387597/NET3980

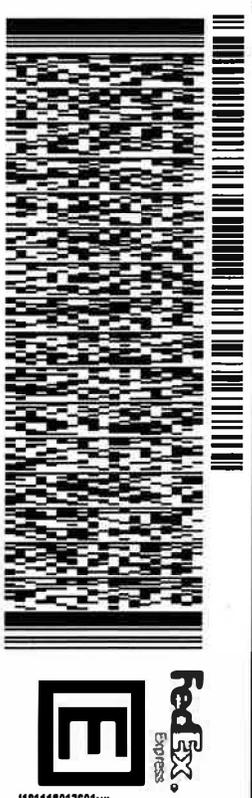
BILL SENDER

TO
CECILIA VELA, CMC
CITY OF ARVIN
200 CAMPUS DRIVE

ARVIN CA 93203

REF: ARVIN PROPERTY

DEPT:
PO:



552.J148E5/DCA5

TRK# 7724 3228 9141
0201

TUE - 12 JUN 12:00P
PRIORITY OVERNIGHT

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ASR 93203
CA-US ONT



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CENTER ON RACE, POVERTY & THE ENVIRONMENT

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June 13, 2018

Arvin City Council
 200 Campus Drive
 Arvin, CA 93203

VIA EMAIL

Mayor Jose Gurrola Jr. <jgurrola@arvin.org>
 Council Member Jazmin Robles <jrobles@arvin.org>
 Council Member Erika Madrigal <emadrigal@arvin.org>
 Council Member Gabriela Martínez <gmartinez@arvin.org>

cc: Cecilia Vela, City Clerk <cvela@arvin.org>

RE: Appeal of Planning Commission Decision Approving Conditional Use Permit 2017-Petro-Lud – Stockton Project - Oil and Gas Exploratory and Production Well - APN 189-351-36

Mayor Gurrola and City Council Members:

Pursuant to Arvin Municipal Code § 17.54.130, the Committee for a Better Arvin (“CBA”) submits this timely appeal of the City of Arvin Planning Commission’s (“Planning Commission”) decision, approving the above referenced Conditional Use Permit (“CUP”) for four oil and gas exploratory and production wells (“Wells” or “Project”), at the May 30, 2018 Special Planning Commission meeting.

This appeal includes CBA’s Statement of Interest and the reasons for appeal.

I. STATEMENT OF INTEREST

The Committee for a Better Arvin (“CBA”) is a 501(c)(3) nonprofit organization in Kern County whose members reside in Arvin, California. CBA’s mission is to improve the quality of life in Arvin, to inform and unite the community, to address problems facing the community, and to secure equality for all residents. CBA and its members have engaged in advocacy for improved local and regional air quality for many years and are concerned about the impacts of oil and gas development in the San Joaquin Valley. Particularly in light of the gas pipe leak in 2014 which forced eight Arvin families from their homes for about nine months, CBA’s members are very

PROVIDING LEGAL & TECHNICAL ASSISTANCE TO THE GRASSROOTS MOVEMENT FOR ENVIRONMENTAL JUSTICE

RALPH SANTIAGO ABASCAL (1934-1997) DIRECTOR 1990-1997

LUKE W. COLE (1962-2009) EXECUTIVE DIRECTOR 1997-2009

concerned about the safety and health impacts from oil and gas development within Arvin, especially without site-specific environmental review or mitigation. Therefore, CBA has a clear interest and relationship to the subject property and decision.

II. REASONS FOR APPEAL

The Planning Commission's decision is in error for the following reasons: first, the Planning Commission violated provisions of the California Environmental Quality Act ("CEQA"); second, the decision was made without sufficient due process; and third, the decision failed to comply with other laws and regulations.

A. CEQA Violations

i. Planning Commission May Not Rely on a Categorical Exemption

In issuing conditional use permits for oil and gas wells in Arvin, the Planning Commission must comply with the statutory and regulatory requirements of the California Environmental Quality Act. CEQA requires each agency to prepare an Environmental Impact Report ("EIR") when it proposes to approve or carry out a discretionary project that may have a significant impact on the environment, and to mitigate or avoid those significant impacts whenever feasible to do so. (Pub. Res. Code §§ 21002.1, 21061, 21080(a).) An agency may not avoid environmental review unless the project squarely falls within one of the "categorical exemptions" enumerated in CEQA's implementing regulations. (Cal. Code Regs. tit. 14, §§ 15061(b)(2), 15300-33.) These exemptions apply only to projects that fall within a predefined type of activity that have been analyzed and determined not to have a significant effect on the environment. (Pub. Res. Code § 21084(a); Cal. Code. Reg. tit. 14, § 15300.)

The Planning Commission violated CEQA by relying on a regulatory exemption for "New Construction or Conversion of Small Structures" that is wholly inapplicable to oil and gas drilling and production. (Cal. Code Regs. tit. 14, § 15303.) Class 3 exemptions consists of construction and location of limited numbers of new, small facilities or structures; installation of small new equipment and facilities in small structures; and the conversion of existing small structures from one use to another where only minor modifications are made in the exterior of the structure. *Id.* This exemption is limited to certain single or small multi-family residences, small commercial buildings, utility line extensions, and accessory structures such as patios or fences. *Id.* The exemption does not include oil and gas drilling, extraction or production, or anything remotely similar to an industrial land use.

The Planning Commission's reliance on an exemption is especially inappropriate since there are known significant environmental and public health impacts associated with oil and gas drilling, including the risk of fire and explosion due to ignition of flammable vapors or gases, contamination of domestic and agricultural water supplies, the use of large amounts of water, the emission of hazardous air pollutants, and impacts associated with trucking if the wells enter production.¹ In a recent letter to the Planning Commission, the Attorney General's office declared that "oil and gas production is a source of pollutants such as hydrogen sulfide, benzene, formaldehyde, hexane, and xylene" and stated that the active oil and gas sites located in Arvin "contribute to the City's air

¹ See, e.g., Los Angeles County Department of Public Health. Public Health and Safety Risks of Oil and Gas Facilities in Los Angeles County (February 2018)(containing literature review of health and environmental impacts of oil and gas production in California and other states). Available at: http://publichealth.lacounty.gov/eh/docs/PH_OilGasFacilitiesPHSafetyRisks.pdf.

pollution problems.” June 8, 2018 Letter from Deputy Attorney General Tatiana K. Gaur to Arvin Mayor, City Councilmembers and Planning Commission Members at 2 (Attachment A).

The Planning Commission’s decision to approve the CUP for the Wells is also problematic given the City of Arvin made explicit findings as part of its Oil and Gas Ordinance update that “oil and gas operations have the potential to impact water quality, surface water and groundwater supplies,” that “all extraction activities come with some risk of surface or groundwater contamination from the accidental or intentional release of waste water,” that “oil and gas operations generate a significant amount of truck traffic,” that “odors, air pollution and particulate matter can be produced as a result of oil and gas operations,” and that “development and production of oil and gas operations involve multiple sources of physical stressors such as noise, light, vibrations, toxicants, and impacts on air emissions.” An Ordinance by the City Council of the City of Arvin, California, to Adopt Text Amendment No. 2017-04, An Oil and Gas Ordinance for Regulation of Petroleum Facilities and Operations (“Updated Arvin Oil and Gas Ordinance”), at 12-15.² Based on well-known environmental and health impacts from oil and gas drilling, and the City’s own findings on likely impacts associated with oil and gas development within the city, the Planning Commission may not exempt this project from environmental review.

Finally, if a project may have significant impacts requiring mitigation, a categorical exemption is inappropriate. *Salmon Protection & Watershed Network v. County of Marin* (2004) 125 Cal.App.4th 1098. If there is a reasonable possibility of a significant effect, then the project must be reviewed under CEQA, and mitigation measures may be considered only as part of that CEQA review. *Id.* at 1102. Here, the applicant declares that compliance with air district rules “will reduce any air quality impacts of the proposed project to a less than significant level,” that “a weed abatement and brush clearance maintenance will be implemented to reduce fire hazards to developed property,” and that “dust will be minimized by daily spraying during active operations.” Operational Statement Checklist in Agenda Report on City of Arvin CUP2017-Petro-Lud – Stockton Project - Oil and Gas Exploratory and Production Well -APN 189-351-36 Southwest Corner of Sycamore Road and Meyer Street, May 30, 2018 (“Agenda Report”), at 6-7.³ These statements confirm that the project has impacts that need to be mitigated under CEQA. A lead agency is required to evaluate significant project impacts and mitigation measures prior to project approval. *Oakland Heritage Alliance v. City of Oakland* (2011) 195 Cal.App.4th 884. As such, a categorical exemption is inappropriate.

ii. *Project Description is Inaccurate, Unstable, and Not Finite*

The project description must be accurate, stable and finite to determine and assess project impacts and necessary mitigation measures. *County of Inyo v. City of Los Angeles* (1977) 71 Cal.App.3d 185, 193. Here, the Project’s duration is not finite, and the Project’s components are not stable.

First, the duration of the project is unclear and not finite. The applicant states that if the well is used for production, the economic life of the well “could be twenty years or longer.” Agenda Report at 5. Yet in its description of features that “serve to reduce its potential impact,” the City lists

² Available at: <http://www.arvin.org/wp-content/uploads/2018/06/061218-Arvin-Planning-Commission-Meeting-Agenda.pdf> (Exhibit A of Resolution Recommending Adoption Of An Ordinance By The City Council Of the City Of Arvin, To Adopt Text Amendment No. 2017-04, An Oil And Gas Ordinance For Regulation Of Petroleum Facilities And Operations).

³ Available at: <http://www.arvin.org/wp-content/uploads/2018/05/053018-Special-Arvin-Planning-Commission-Meeting-Agenda.pdf>.

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“Short Duration” as a factor and explains that exploratory and production drilling will be a temporary activity. Agenda Report at 18.

The materials provided to the decisionmakers and the public do not provide clarity on whether a pipeline is envisioned as part of the project. For example, in the Description of the Project, the agenda report states that “if there is a sufficient volume of gas available on a regular basis, it will be transported by pipeline to a nearby gas purchaser, flared or eventually reinjected into in the production formation to maintain reservoir pressure.” Agenda Report at 4. However, elsewhere in the same report, the City states that “no pipelines are proposed to carry away produced oil or gas. Instead, any oil or gas will be produced into and shipped from tanks located on the premise.” Agenda Report at 13. Not only do these ambiguous and contradictory statements deprive the decisionmakers and members of the public with an adequate understanding of the scope of the project, it also prevents a full assessment of project impacts, mitigation measures, and project alternatives.

Finally, the City acknowledges that many features of the project will only be defined at a later point, after exploratory drilling is completed. For example, the agenda report states that “[t]he capacity of the well will be estimated at this time [after exploratory drilling] and permanent facilities will be designed based on the expected capacity and installed shortly thereafter.” Agenda Report at 4.

Since the nature of the project remains speculative at this point, the City is unable to assess the full extent of the impacts associated with production wells. As a result, the Project review is also piecemealed,⁴ and fails to identify significant environmental impacts that could have warranted denial of this Project. As such, additional CEQA review and permits are required

iii. Planning Commission Has Failed to Fully Analyze, Address, and Mitigate Project Impacts

In addition to the impacts referenced in Section II.A.i of this letter, the Planning Commission failed to fully analyze, address, and mitigate direct and indirect impacts associated with the project, including but not limited to:

- Trucks traffic and diesel emissions associated with transporting oil and gas from project site, especially if wells enter into production.
- Lifecycle impacts associated with oil and gas extraction and use.
- Cumulative impacts of oil and gas exploration and production activities in Kern County.
- Impacts associated with a potential pipeline, including risk of leaks or explosions.
- Lifecycle impacts of the wells, including well abandonment and closure.

Impacts prior to transforming any exploratory well into a production well.

⁴ [Environmental review] must include an analysis of the environmental effects of future expansion or other action if: (1) it is a reasonably foreseeable consequence of the initial project; and (2) the future expansion or action will be significant in that it will likely change the scope or nature of the initial project or its environmental effect.” *Laurel Heights Improvement Association v. Regents of the University of California* (1988) 47 Cal.3d 376, 390.

B. Planning Commission Failed to Provide Due Process

The Planning Commission has failed to provide adequate due process for the public to review the Project, as required under the law. (Cal. Const. at. XI, section 7, Government Code sections 65864 - 65869.5, and California Government Code sections 54950 – 54963). Local administrative bodies, including the Arvin Planning Commission, have the constitutionally granted police power to deny applications for CUPs to preserve and protect public health. It may not waive its authority and may not waive other statutory requirements, such as compliance with required public notice and comment and environmental review, through a private contract. However, by “binding” the City to issue a Conditional Use Permit for oil and gas development through a private contract, the City prevented the public from participating in an open and transparent review process for this Project. The decades old private development agreement that “requires” the City to issue a Conditional Use Permit Authorization of the Stockton Project subjects the residents of Arvin to environmental and public health impacts that have not undergone adequate review.

The Conditional Use Permit was issued per a Development Agreement that was most recently amended in May 2018. The City Council agendas for May 1st and 15th list the Development Agreement under the title of “AN UNCODIFIED ORDINANCE OF THE CITY COUNCIL OF THE CITY OF ARVIN FOR A THIRD AMENDMENT TO THE DEVELOPMENT AGREEMENT WITH WESTMINSTER CAPITAL, INC.”⁵ This does not give any information to interested parties such as CBA to comment on the development agreement which directly contradicts another item on the agenda for that evening, an update of the City’s Oil and Gas ordinance. CBA had been asking for an updated ordinance for years and the City Council considered updating the ordinance in November 2017.⁶

The Development Agreement upon which the CUP is based runs contrary to the very efforts the City is undertaking to increase setbacks between residences and oil wells. Without adequate notice and information, interested residents were not given the opportunity to comment and engage in the public process. (Govt. Code Sec. 65867). The City should reconsider the Conditional Use Permit approval to exercise its policy powers and afford concerned Arvin residents the opportunity to consider the amended Development Agreement given the City’s proposed new oil and gas ordinance which is scheduled to be heard by the City Council in the next month.

C. Planning Commission Failed to Comply with Other Laws and Regulations

The Arvin Planning Commission approved the Updated Arvin Oil and Gas Ordinance regulating oil and gas operations on June 12, 2018, recognizing that additional protections from oil and gas development are warranted.⁷ Since this Project’s approval is not final and still pending a decision from the City Council, the City should require the same protections in the Project as those included in the updated ordinance. The updated ordinance addresses a variety of environmental resources, including adding protections to Arvin’s groundwater. If this project does not comply with Arvin’s updated oil and gas ordinance, the project will cause Arvin to be in violation of the Sustainable Groundwater Management Act or its local Groundwater Sustainability Plan that require

⁵ Available at <https://www.arvin.org/wp-content/uploads/2018/05/050118-Arvin-City-Council-Meeting-Agenda.pdf>

⁶ Available at <https://www.arvin.org/wp-content/uploads/2015/08/112117-Arvin-City-Council-Mtg-Agenda-1.pdf>

⁷ See Luis, *Arvin Commission Approves Regulation Changes for Oil and Gas Operators*, Bakersfield Californian (June 12, 2018). Available at: http://www.bakersfield.com/news/arvin-commission-approves-regulation-changes-for-oil-and-gas-operators/article_ea3eb8d6-6ec1-11e8-b315-235800b1b58a.html. See also Footnote 2, above.

improvements to, and not degradation of, groundwater supplies by 2040. The Arvin General Plan acknowledges that that Arvin relies upon groundwater for its water resources and is in a high-priority groundwater basin. Absent application of Arvin's updated oil and gas ordinance, Arvin will not be able to comply with its groundwater obligations.

III. CONCLUSION

Pursuant to Arvin Municipal Code § 17.54.130, please schedule a date for hearing this appeal at the next regular City Council meeting. Please also contact us directly should you have any questions regarding this appeal.

Sincerely,

/s/

Ingrid Brostrom,
On behalf of
Committee for a Better Arvin

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ATTACHMENT A

Attachment: Attachment 4 – Letter of Appeal – Center on Race, Poverty & Environment (CRPE) dated June 13, 2018 (Approval to Set Public



XAVIER BECERRA
Attorney General

State of California
DEPARTMENT OF JUSTICE

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June 8, 2018

Via E-mail and Overnight Mail

Mayor, City Councilmembers and
Planning Commission Members
City of Arvin
City Hall Council Chambers
200 Campus Drive
Arvin, CA 93203

RE: Proposed Ordinance No. 18-XX to Adopt Text Amendment No. 2017-04 and Ordinance for Regulation of Petroleum Facilities and Operations by Repealing Chapter 17.46, Title 17, and Adding Chapter 17.46 to Title 17 of the Arvin Municipal Code

Dear Mayor, City Councilmembers, and Planning Commission Members:

The Attorney General's Office is writing in support of the City of Arvin's ("City" or "Arvin") proposal to adopt the above-referenced Ordinance No. 18-XX to regulate petroleum facilities and operations within its boundaries ("Ordinance"). The Ordinance will repeal and replace the City's outdated regulations of oil and gas sites with new requirements, including zoning restrictions prohibiting oil and gas sites within specified zones and setbacks from residential and other sensitive areas. The Ordinance was developed for the purpose to protect public health, safety and the environment "by the reasonable regulation" of placement of oil and gas sites within the City of Arvin. (Ordinance, Exhibit B, Arvin Municipal Code, Title 17, Chapter 17.46 (hereinafter "Chapter 17.46"), § 17.46.01 (B).) As discussed in detail below, the proposed prohibited zones and setbacks are reasonable measures to regulate the placement of oil and gas sites in the City, the City has authority to adopt them, and they are not preempted.

I. City of Arvin

Arvin is home to a predominantly Hispanic, low-income community with a high percentage of young children as compared to other California communities.¹ The City's residents experience serious air quality and related public health problems. Arvin ranks as one of the most overburdened communities in California on CalEnviroScreen, a statewide mapping tool

¹ See CalEnviroScreen 3.0 Results for Arvin, CA <<https://oehha.maps.arcgis.com/apps/webappviewer/index.html?id=4560cfbce7c745c299b2d0cbb07044f5>> (as of June 5, 2018).

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Page 2

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developed by the Office of Environmental Health Hazard Assessment of the California Environmental Protection Agency to identify communities disproportionately impacted by pollution.² CalEnviroScreen uses environmental, health, and socioeconomic information to produce scores and rank every census tract in the state. A census tract with a high score is one that experiences a much higher burden than a census tract with a low score.³ Specifically, CalEnviroScreen results show that the City's ozone and particulate matter concentrations are higher than 94 - 98% of the rest of the state. In addition to air quality and related public health issues, Arvin's residents are also exposed to high levels of pesticides (93rd - 98th percentile in the state) and drinking water contaminants (87th - 88th percentile in the state). The City's residents are especially vulnerable to pollution exposure given their high rates of poverty (99th percentile) and unemployment (95th percentile) and low levels of educational attainment (100th percentile).

The City is located in the southern end of the San Joaquin Valley in Kern County. The majority of oil and gas production in the state occurs in the San Joaquin Valley, and this region "suffers from chronic air pollution."⁴ Oil and gas production is a source of pollutants such as hydrogen sulfide, benzene, formaldehyde, hexane, and xylene.⁵ There are a number of active oil and gas sites located within the City. These sites contribute to the City's air pollution problems. In March 2014, eight Arvin families were evacuated after a toxic gas leak was detected from an underground oilfield production pipeline located near their homes. Following this incident, the Department of Oil, Gas and Geothermal Resources ("DOGGR") imposed a \$75,000 fine on the owner and operator of the pipeline.

II. The Ordinance

The Ordinance was developed at the direction of City Council in order to replace the City's existing regulations of oil and gas production that were adopted in 1965, more than 50 years ago. The Ordinance will institute various requirements related to the siting of oil and gas sites within Arvin's boundaries for the stated purpose of protecting public health, safety and the environment.

In particular, the Ordinance designates the specific zones in the City where oil and gas sites are allowed and prohibited. The prohibited zones include the City's residential zones, the pedestrian-oriented mixed-use overlay zone, the professional office zone, the neighborhood commercial and restricted commercial zones, the automobile parking zone, the architectural design zone, the precise development zone, and the open space zone. (Chapter 17.46, § 17.46.03.) Oil and gas sites are allowed in the City's general commercial zone, the

² See CalEnviroScreen 3.0 Results for Arvin, CA <<https://oehha.maps.arcgis.com/apps/webappviewer/index.html?id=4560cfbce7c745c299b2d0cbb07044f5>> (as of June 5, 2018).

³ See Office of Environmental Health Hazard Assessment, CalEnviroScreen 3.0 Report (January 2017) <<https://oehha.ca.gov/media/downloads/calenviroscreen/report/ces3report.pdf>> (as of June 6, 2018).

⁴ California Council on Science and Technology, An Independent Scientific Assessment of Well Stimulation in California (July 2015) ("CCST Study"), Volume III, p. 6.

⁵ *Id.*, p. 268.

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Page 3

manufacturing zones, the light and general agricultural zones, and the buffer zone. (*Id.*) In addition, the Ordinance specifies setbacks for oil and gas sites. Under the Ordinance, new oil wells must be located more than 300 feet from the property boundaries of any public school, public park, clinic, hospital, long-term health care facilities, residences or residential zones (with some exceptions), and commercially designated zones (*Id.*, § 17.46.022.A.1-3.) Importantly, the Ordinance specifically states that it supplements DOGGR's regulations of oil and gas activities and in cases of conflict with state laws and regulations, state laws and regulations will prevail. (*Id.*, § 17.46.05.)

III. The Adoption of Setbacks and Prohibited Zones to Protect Public Health Is Reasonable

The benefits of siting oil and gas sites away from residences and other sensitive receptors to reduce public health impacts have been recognized. A 2015 study conducted by the California Council on Science and Technology concluded that “[m]any of the constituents used in and emitted by oil and gas development can damage health and place disproportionate risks on sensitive populations.” (CCST Study, Volume III, p. 13.) This study also found that “[t]he closer citizens are to these industrial facilities, the higher their potential exposure to toxic air emissions and higher risk of associated health effects.” For this reason, “the scientific literature supports the recommendation for setbacks” and the “need for setbacks applies to all oil and gas wells.” (CCST Study, Volume II, p. 431.) A recent Maryland public health study recommended a 2,000-foot setback from well pads in Maryland. (University of Maryland, Maryland Institute for Applied Environmental Health, Potential Public Health Impacts of Natural Gas Development and Production in the Marcellus Shale in Western Maryland (July 2014), p. 91.)

To help reduce the potential health impacts from oil and gas production activities, a number of local jurisdictions in oil-producing states, such as Texas, have established setbacks even stricter than the setbacks and prohibited zones proposed in the Ordinance. (See City of Dallas Development Code, Chapter 51A, Art. IV § 51A-4.203(b)(3.2)(F)(ii)(aa) [establishing 1,500-foot setback between oil and gas production sites and protected uses]; City of Flower Mound Code of Ordinances, Subpart A, Chapter 34, Art. VII, § 34-422(d) [establishing setbacks between oil and gas wells and residential areas, schools, parks, and public highways ranging from 750 feet to 1,500 feet]; City of Denton Development Ordinance, Subchapter 5, § 35.5.10.2 (B) [establishing setbacks between new gas drilling and production sites and residential, commercial and mixed use areas ranging from 500 to 1,000 feet].) Setbacks and prohibited zones have also been implemented by local jurisdictions in California. (See City of Carson Municipal Code, Article IX Planning and Zoning, Chapter 5 Oil and Gas Code, §§ 9502, 9521 [prohibiting the location of oil and gas sites in residential, commercial neighborhood and commercial automotive, mixed use, open space, and special uses zones and establishing 750-foot setback between wells and the property boundary of any public school, public park, clinic, hospital, long-term health care facility, residences and residential zones (with certain exceptions), and various commercial designated zones].)

In light of Arvin's severe air pollution problems, the overall disproportionate pollution burdens experienced by Arvin's residents, and the community's vulnerability to that pollution,

June 8, 2018

Page 4

the proposed setbacks and prohibited zones in the Ordinance are reasonable to reduce air pollution and public health impacts from oil and gas operations within the City. Indeed, as the proposed Findings of Fact supporting the Ordinance recognize, the deleterious impacts of oil and gas operations, including odors, air pollution and particulate matter, “are not localized, but can be spread” at distances of more than 1,500 feet. (Ordinance, Exhibit A, Finding of Fact No. IV.) Because of these negative impacts in Arvin, its oil and gas sites “should be directed away from areas with residential land use designations, and other sensitive uses, and the operations regulated to reduce adverse impacts on residents and the community.” (*Id.*, Finding of Fact No. VII.)

Importantly, the proposed restrictions will not prohibit all oil and gas operations in the City but rather the Ordinance will allow such operations to continue in a manner that prevents the future placement of wells near designated sensitive areas. The Ordinance will not prevent the operation of existing oil and gas wells located within the prohibited zones or setbacks if these sites can demonstrate vested rights. (See Chapter 17.46, §§ 17.46.02.B, 17.46.022.C.) Moreover, the proposed prohibited zones and setbacks will not eliminate future access to subsurface oil and gas resources. The City has determined that oil and gas resources located within Arvin’s prohibited zones and setbacks can be accessed through horizontal directional drilling and other methods, including rezoning areas to change allowed uses. (Ordinance, Exhibit A, Finding of Fact No. XII.)

IV. The City Has Authority to Adopt Zoning and Setback Provisions for Oil and Gas Sites

The Ordinance’s proposed prohibited zones and setbacks are within the City’s power to regulate land uses within its jurisdiction. As the California Supreme Court has explained, “[l]and use regulation in California historically has been a function of local government under the grant of police power contained in article XI, section 7 of the California Constitution.” (*Big Creek Lumber Co. v. Cty. of Santa Cruz* (2006) 38 Cal.4th 1139, 1151.) Thus, a “city ha[s] ‘the unquestioned right to regulate the business of operating oil wells within its city limits, and to prohibit their operation within delineated areas and districts, if reason appears for so doing.’” (*Beverly Oil Co. v. City of Los Angeles* (1953) 40 Cal.2d 552, 558.) Indeed, a city’s authority to regulate zoning within its boundaries is “one of the most essential powers of the government, one that is the least limitable.” (*Id.* [citing *Chicago & Alton R. Co. v. Tranbarger* (1915) 238 U.S. 67, 68].) Consistent with these principles, California’s appellate courts have found that the “[e]nactment of a city ordinance prohibiting exploration for and production of oil, unless arbitrary, is a valid exercise of the municipal police power.” (*Hermosa Beach Stop Oil Coalition v. City of Hermosa* (2001) 86 Cal.App.4th 534, 555. The City of Hermosa Beach found that the ban “is necessary to preserve the environment, as well as to protect the public health, safety and welfare of people and property” within the city. (*Ibid.*) The court upheld the ban, concluding it is “presumptively a justifiable exercise of the City’s police power.” (*Ibid.*)

Similarly, here the proposed Ordinance seeks to institute setbacks and prohibited zones for the purpose of protecting public health, safety and the environment. Moreover, the Ordinance is supported by extensive findings demonstrating that these limitations on oil and gas activities

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Page 5

within Arvin are necessary to protect the local environment and public health of the City's residents. (See Ordinance, Exhibit A, Findings of Fact.) The Attorney General's Office believes that the proposed setbacks and prohibited zones in the Ordinance are properly within the City's police power.

V. The Setbacks and Prohibited Zones Provisions Are Not Preempted by State Law

The Attorney General's Office understands that some commenters have asserted that the Ordinance is preempted by state regulation of oil and gas operations. "[W]hen local government regulates in an area over which it traditionally has exercised control, such as the location of particular land uses, California courts will presume, absent a clear indication of preemptive intent from the Legislature, that such regulation is *not* preempted by state statute." (*Big Creek Lumber Co.*, 38 Cal.4th at p. 1150 [emphasis in original].) As the California Supreme Court has explained, local zoning ordinances prohibiting oil and gas drilling within the local jurisdiction's territory are legal. (See *Pacific P. Assn. v. Huntington Beach* (1925) 196 Cal. 211, 217; *Beverly Oil Co. v. City of Los Angeles* (1953) 40 Cal.2d 552, 558.)

Here, the California legislature has not expressed a "clear indication of preemptive intent" with respect to local zoning and land use regulations regarding the location of oil and gas activities within a city or county. (See Pub. Resources Code, § 3690 ["This chapter shall not be deemed a preemption by the state of any existing right of cities and counties to enact and enforce laws and regulations regulating the conduct and location of oil production activities, including... zoning, ... public safety, [and] nuisance."].) Indeed, as the Attorney General has recognized, while state oil and gas regulations likely preempt any local regulations of subsurface oil and gas activities, local regulations of surface activities for purposes such as environmental protection and public safety, among others, are not necessarily preempted by state laws. (59 Ops. Cal. Atty. Gen. 461, 479-480 (1976).) The prohibited zones and setback provisions of the Ordinance are not regulations of subsurface activities. Rather, as discussed above, the provisions are zoning and land use regulations adopted for the purpose of protecting public health and safety from the impacts of oil and gas activities. Consequently, in light of the above analysis, the prohibited zones and setback requirements in the Ordinance are not expressly preempted by state law.

Local regulations may also be preempted by implication. Implied preemption is found only where the claimant demonstrates that the: 1) the state law completely occupies the field of regulations leaving no space for local regulation, 2) the local law duplicates the state law, or 3) the local law contradicts state law. (See *City of Riverside v. Inland Empire Patients Health and Wellness Center, Inc.* (2013) 56 Cal.4th 729, 754-755.) A local law contradicts state law when it is "inimical" to it. (*Big Creek Lumber Co.*, 38 Cal.4th at p. 1150.) "The 'contradictory and inimical' form of preemption does not apply unless the ordinance directly requires what the state statute forbids or prohibits what the state enactment demands." (*City of Riverside*, 56 Cal.4th at p. 743.) However, "[p]reemption by implication of legislative intent may not be found when the Legislature has expressed its intent to permit local regulations. Similarly, it should not be found

June 8, 2018
Page 6

when the statutory scheme recognizes local regulations.” (*People ex rel. Deukmejian v. Cty. of Mendocino* (1984) 36 Cal.3d 476, 485.)

Under the standards for implied preemption, the proposed setbacks and prohibited zones in the Ordinance are not preempted by implication. First, and as discussed above, state law has not completely occupied the field of regulation related to the location of oil and gas activities for purposes of protection of public health, safety and the environment. (See Pub. Resources Code, § 3690; 59 Ops. Cal. Atty. Gen. at p. 481 [“[t]he state does not appear to have occupied [the field of well location] to the exclusion of local entities”].)

Second; the proposed setbacks and prohibited zones do not duplicate state law. State law does not include provisions prohibiting the location of oil and gas sites in specified zoning areas. Additionally, while the state law regulating oil and gas operations oil and gas operations contains well spacing requirements, they are not identical to the proposed setbacks. The state’s well spacing requirements dictate that a well located within 100 feet of the parcel boundary or a public street or 150 feet of another well is a public nuisance. (Pub. Resources Code, § 3600.) By comparison, the proposed setbacks in the Ordinance do not state that a well located within the proscribed limits is a public nuisance. Instead, the Ordinance requires wells to be sited more than 300 feet from residential and other sensitive areas in order to protect the health of the community.

Third, the setbacks and prohibited zones do not contradict state regulation of oil and gas activities. The proposed local restrictions were developed to protect public health and the environment and do not interfere with the state’s goal to develop and utilize oil and gas resources. Specifically, the Ordinance will not prevent the operation of oil and gas wells currently existing within the prohibited zones and/or setbacks if these sites can demonstrate vested rights and will not eliminate future access to subsurface oil and gas resources located in the restricted areas. (See Ordinance, Exhibit A, Finding of Fact No. XII; Chapter 17.46, §§ 17.46.02.B, 17.46.022.C.) For these reasons, the proposed setbacks and prohibited zones do not contradict but rather align with the state’s goal to encourage the wise development of oil and gas resources while preventing damage to life, health, property, and natural resources. (Pub. Resources Code, § 3106.) Moreover, even if the imposition of setbacks and prohibited zones could conflict with state regulations, the Ordinance specifically states that in the event of any such conflict the state law is controlling. (Chapter 17.46, § 17.46.05.) Thus, the proposed setbacks and prohibited zones in the Ordinance cannot contradict the state’s oil and gas law, and therefore, in our opinion, these requirements are not preempted by implication.

This conclusion is consistent with the 1976 Attorney General opinion on the issue of local regulation of oil and gas activities. The opinion concluded that local governments can prohibit oil and gas operations within all or part of their territory and such prohibitions are not preempted. (59 Ops. Cal. Atty. Gen. at pp. 468, 480, 483, 489, 491, 492.) The opinion also stated that local governments can adopt setbacks if: 1) the setbacks do not contradict a specific well spacing variance or plan approved by the state, 2) are more stringent than the state requirements, and 3) do not frustrate the purpose of the state regulations. (*Id.* at p. 484.) Here the setbacks do not contradict a well spacing plan, are more stringent than the state well spacing regulations, and

06-13-18P03:50 RCVD

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appear not to frustrate the purpose of the state regulations. Therefore, the Attorney General's Office believes that proposed setbacks and prohibited zones in the Ordinance are not preempted by state law.

For the reasons provided above, the City of Arvin should adopt the prohibited zones and setbacks proposed in the Ordinance.

Thank you for the opportunity to submit these comments.

Sincerely,



TATIANA K. GAUR
Deputy Attorney General

For XAVIER BECERRA
Attorney General

LA2018300692
62853667.docx



CITY OF ARVIN Staff Report

Meeting Date: June 19, 2018

TO: City Council

FROM: Jake Raper, City Planner
Jerry Breckinridge, Interim City Manager

SUBJECT: Approval to Set the Public Hearing Date for September 4, 2018 Regarding the Appeal of Planning Commission Conditional Use Permit and Site Development Plan (SDP) 2018-240LA – Ismaili Market – Expansion of a Non-Conforming Use – Regarding Storage and Patio Use, and Denial of Expansion for a Take Out Kitchen, Located within the R-1 Single Family Dwelling Zone at 240 Langford in Arvin, and Adopt the Notice of Exemption Per CQA Guidelines Section 15061(B) (3), Unless Previously Withdrawn by the Appellant Before Such Date.

RECOMMENDATION:

Staff recommends the City Council set the Public Hearing date September 4, 2018 for public hearing date for consideration of the appeal, unless previously withdrawn by the appellant before such date.

BACKGROUND:

The Planning Commission on April 19, 2018 conducted a public hearing on the above project. Per Staff's recommendation, the Planning Commission conditionally approved an expansion of a non-conforming use, Neighborhood Market, by permitting storage addition. The applicant had requested the establishment of a Take-Out Kitchen, however the Planning Commission disapproved the request.

On April 26, 2018, the applicant was advised of the Planning Commission's action and provided a copy of the resolution, APC 2018-06 dated April 19, 2018.

The Applicant, Mr. Saleh Maher Ahmed, submit a letter of appeal with the filing fee to the City Clerk.

Per Section 17.54.130 (B) Decisions - Granting or denial Notice, Staff is recommending that the City Council set a public hearing date for this matter. Given Staff resources, other pending appeals, etc., Staff is recommending the public hearing be set for September 4, 2018.

ATTACHMENTS:

Attachment 1 - Letter dated April 26, 2018 with Planning Commission Resolution APC 2018-240LAD

Attachment 2 - Letter of Appeal Dated May 2, 2018



CITY OF ARVIN

April 26, 2018

MAYOR

Jose Gurrola

MAYOR PRO TEM

Jess Ortiz

COUNCIL MEMBERS

Jazmin Robles

Erika Madrigal

Gabriela Martinez

INTERIM CITY MANAGER

Jerry Breckinridge

Saleh Maher Ahmed
240 Langford Ave.
Arvin, CA 93203

RE: Planning Commission Action –April 19, 2018 – CUP and SPR 2018- 240LA- Proposed Expansion of a Non-Conforming Use Regarding storage and Patio Use and Denial of Expansion of a Take-Out Kitchen within an R-1 Single Family Dwelling Zone, APN 192-130-26.

Dear Mr. Ahemd;

Please be advised that your application was conditionally approved as recommended by City Planner. The conditional approval would permit the illegal addition of 490 square feet to be used for storage only. The disapproval of your request, a Take-Out Kitchen and the patio extending into the street side yard was disapproved. Attached is the Planning Commission Resolution No. APC 2018-06 which identifies the conditions of approval and further action to cause the illegal addition to be modified.

Please be advised that should you disagree with the decision of the Planning Commission, you have the right to appeal their decision to the City Council. As provided by Section 17.54.130, attached. You have 15 calendar days after the 19th of April, 2018 or 10 days after the receipt of this letter to submit your appeal to the City Clerk's office and pay the appeal fee of \$420.00.

Should you choose to appeal the Planning Commission action, your appeal letter must clearly state the reasons for appealing the decision of the Planning Commission.

Upon receipt of the written appeal and payment of appeal fee, the City Clerk will forward the appeal to the City Council. The City Council at its next regular meeting after the filing of such appeal, shall set a date for a hearing. If no appeal is received within the timelines noted above, the action of the Planning Commission shall be final. You may coordinate the implementation of the requirements of the approval with the Community Development Department, Planning Division and Building Division staff.

Should you have any questions, please do not hesitate to contact the Planning Office at (661) 854-2822.

Sincerely,

Cecilia Vela
City Clerk

CC: City Manager

Enclosed: Planning Commission Resolution No. 2018-06, April 19, 2018
Arvin Municipal Code Section 17.54.130 Decisions-Granting or denial - Notice

Phone (661) 854-3134
Fax (661) 854-0817

200 Campus Drive
P.O. Box 548
Arvin, California 93203

Attachment: Attachment 1 - Letter dated April 26, 2018 with Planning Commission Resolution APC 2018-240LAD (Approval to Set Public

Saleh Maher Ahmed, CUP and SPR 2018-240LA]

April 26, 2018

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Arvin Municipal Code

Section 17.54.130 - Decisions—Granting or denial—Notice.

A. Within five (5) days after final decision by the planning commission on an application for a variance, modification or conditional use permit, notices of the decision in the matter shall be mailed to the applicant at the address shown upon the application, the city clerk, the members of the city council, the owners of the adjoining property and persons requesting such notice.

B. The granting, either with or without conditions, or the denial of such application by the planning commission shall be final unless within fifteen (15) days after the decision by the planning commission, or ten (10) days after the mailing of the required notices, whichever date is later, the applicant, or any other person aggrieved, appeals therefrom in writing to the city council by presenting such appeal to the city clerk. At its next regular meeting after the filing of such appeal with the city clerk, the city council shall set a date for a hearing thereon. The manner of setting the hearing, giving of notice and conducting the hearing shall be the same as prescribed in this chapter for hearing by the planning commission. The decision appealed from shall be affirmed unless reversed by a vote of not less than a majority of all members of the city council.

C. No permit or license shall be issued for any use involved in an application for a variance, modification or conditional use permit until the same has become final by reason of the failure of any person to appeal or by reason of the action of the city council.

D. If the use authorized by any variance, modification or conditional use permit is or has been unused, abandoned, discontinued or has ceased for a period of six (6) months, or the conditions have not been complied with, such variance, modification or conditional use permit shall become null and void and of no effect unless an extension therefore has been granted by the planning commission, upon written petition of the applicant for such extension before the expiration of the above period. Ord. 51 §3112(A), 1965).

RESOLUTION NO. APC 2018-06

A RESOLUTION OF THE PLANNING COMMISSION OF THE CITY OF ARVIN APPROVING CONDITIONAL USE PERMIT (CUP) AND SITE DEVELOPMENT PLAN (SDP) 2018-240LA – ISMAILI MARKET- EXPANSION OF A NON-CONFORMING USE- REGARDING STORAGE AND PATIO USE, AND DENIAL OF EXPANSION FOR A TAKE OUT KITCHEN, LOCATED WITHIN THE R-1-SINGLE FAMILY DWELLING ZONE AT 240 LANGFORD IN ARVIN, AND ADOPT THE NOTICE OF EXEMPTION PER CEQA GUIDELINES SECTION 15061(B)(3)

WHEREAS, the Planning Commission opened the public hearing on April 19, 2018, and has received testimony and other evidence at the meeting; and

WHEREAS, public notice for the public hearing was published in the (Newspaper on April 8, 2018 and notices were mailed to individual property owners within 300-feet of the project site on April 8, 2018; and

WHEREAS, the environmental document, Notice of Exemption is on file at the City of Arvin Community Development Department; and

WHEREAS, the Planning Commission of the City of Arvin hereby finds and adopts the following findings:

1. Notice has been given in the time and in the manner required by State Law and City Code; and
2. A Notice of Exemption, General Exemption per the California Environmental Quality Act, is on file at the City of Arvin Community Development Department and finds that the project as proposed will not result in any environmental impacts; and
3. The existing neighborhood grocery store on the property is considered a legal non-conforming use and is subject to the rules and regulations of Section 17.52.010 of the Municipal Code which address non-conforming land uses. Specifically, a non-conforming use may be maintained and continued; provided there is no physical change other than maintenance and repair.
4. The Planning Commission in accordance with Section 17.08.020 (J) additional uses may be permitted by the Planning Commission according to the provisions of Chapter 17.56, conditional use permits.
5. The addition of 490 square foot room for storage to an existing 1200 square foot neighborhood grocery store is concluded to be a nonintrusive use and the approval of a Conditional Use Permit to permit said addition has met the provisions of Chapter 17.56 conditional use permits.
6. Chapter 17.05 Uses Permitted Subject to Administrative Approval and Chapter 17.60 Site Development Permits require approval of new construction to insure compliance with City Standards. The proposed additions, additional storage area and open patio area, meet the requirements Section 17.60.040 A and B in that the additions shall meet city laws and ordinances; comply with City Policies, compliance with planning and engineering standards.
7. The proposed use or building will not be detrimental to the health, safety, peace, morals, comfort or general welfare of persons residing or working the neighborhood.
8. The proposed 490-sqaure foot storage addition storage space and modified open patio area would

not provide an intensification of land use as well as the open patio area. For instance, additional storage space would not result in an increase of the commercial sales area, and it would not generate additional parking spaces.

9. The additional storage area would not generate additional customer demand.
10. The approval of additional floor area as storage space, as opposed to a take-out kitchen, would not in of itself create an intensification of land use. For instance, additional storage space would not result in an increase of the commercial sales area, and it would not require any more parking spaces than what would otherwise already be required.
11. The additional storage area would not generate an increase in customer demand.
12. The addition when compliant with the conditions of approval the additional floor area for storage only would not create any new nonconforming setbacks.
13. The Planning Commission finds that although the property is not being used consistent with the R-1 zoning, the proposed use, as conditioned, is deemed essential or desirable to the public convenience or welfare, and is in harmony with the various elements or objectives of the comprehensive general plan.

NOW, THEREFORE, BE IT RESOLVED, by the City of Arvin Planning Commission as follows:

1. The recitals set forth above are true and correct and incorporated herein by this reference.
2. The Planning Commission finds that notice has been given in the time and in the manner required by State Law and City Code.
3. The Planning Commission finds that this project is exempt from the requirements of the California Environmental Quality Act (CEQA) per CEQA Guidelines Section 15061(b)(3) in that it is not a project that has the potential for causing a significant environmental effect. The existing non-conforming store is approximately 1,225 square feet and the proposed addition is approximately 492- square feet. The area is in a developed neighborhood and has no possibility of causing a significant, adverse impact to the environment.
4. The Planning Commission finds that applicant's request to allow a 490-square foot addition that is proposed as a take-out kitchen is denied as it is an impermissible expansion of a non-conforming use, is incompatible with the surrounding uses, and is prohibited by Arvin Municipal Code section 17.52.010(a) and (b).
5. The Planning Commission finds that with the conditions imposed herein, the use proposed by Conditional Use Permit (CUP) and Site Development Plan (SDP) 2018-240LA, will not be detrimental to the health, safety, peace, morals, comfort or general welfare of persons residing or working in the neighborhood. As such, the Planning Commission approves Conditional Use Permit (CUP) and Site Development Plan (SDP) 2018-240LA subject to the following conditions:
 - a. At the street side yard setback, the proposed 490 square foot addition, including the open patio, may not encroach any closer to the property line than 10'-0" as is required by the city code;
 - b. All walk-up service windows and outside countertops shall be removed prior to approval of Conditional Use Permit and Site Development Plan (SDP) 2018-240LA taking effect.

The property shall not be used for take out dining or a take out kitchen.

- c. That the area shall be used for storage only in relationship to the existing store.
- d. All property owner(s) and business owners(s) shall submit affidavits of acceptance of the conditions of approval for this project prior to approval of Conditional Use Permit and Site Development Plan (SDP) 2018-240LA taking effect.
- e. Approval of the Site Development Plan shall be contingent upon approval of the Conditional Use Permit taking effect.
- f. Any business conducted on the premises shall maintain a business license and comply with the Arvin Municipal Code at all times.

6. This Resolution shall take effect immediately.

I hereby certify that the foregoing is a full, true and correct copy of the resolution duly and regularly adopted and passed by the Planning Commission of the City of Arvin at a special meeting held on the 19th day of April 2018 by the following vote:

AYES: PC Tinoco, PC Rivera, PC Martinez, VC Zavala

NOES: _____

ABSTAIN: _____

ABSENT: Chair Trujillo

ATTEST


 CECILIA VELA, Secretary

ARVIN PLANNING COMMISSION

 By: _____
 OLIVIA TRUJILLO, Chairperson

APPROVED AS TO FORM:

By: _____
 SHANNON L. CHAFFIN, City Attorney
 Aleshire & Wynder, LLP

I, _____, Secretary of the Planning Commission of the City of Arvin, California, DO HEREBY CERTIFY that the foregoing is a true and accurate copy of the Resolution passed and adopted by the Planning Commission of the City of Arvin on the date and by the vote indicated herein.

Attachment: Attachment 1 - Letter dated April 26, 2018 with Planning Commission Resolution APC 2018-240LAD (Approval to Set Public

- The property shall not be used for take out dining or a take out kitchen.
- c. That the area shall be used for storage only in relationship to the existing store.
- d. All property owner(s) and business owners(s) shall submit affidavits of acceptance of the conditions of approval for this project prior to approval of Conditional Use Permit and Site Development Plan (SDP) 2018-240LA taking effect.
- e. Approval of the Site Development Plan shall be contingent upon approval of the Conditional Use Permit taking effect.
- f. Any business conducted on the premises shall maintain a business license and comply with the Arvin Municipal Code at all times.

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AYES: PC Tinoco, PC Rivera, PC Martinez, VC Zavala

NOES: _____

ABSTAIN: _____

ABSENT: Chair Trujillo

ATTEST

CECILIA VELA, Secretary

ARVIN PLANNING COMMISSION

By: _____
OLIVIA TRUJILLO, Chairperson

APPROVED AS TO FORM:

By: 
SHANNON L. CHAFFIN, City Attorney
Aleshire & Wynder, LLP

I, _____, Secretary of the Planning Commission of the City of Arvin, California, DO HEREBY CERTIFY that the foregoing is a true and accurate copy of the Resolution passed and adopted by the Planning Commission of the City of Arvin on the date and by the vote indicated herein.

05/02/18

**Letter Of Appeal
(CUP) and (SDP) 2018-240LA- Ismaili Market- Expansion of Non Conforming Use
Regarding Storage and Patio and Denial of Expansion of a take -out restaurant
Located within the R-1 Single Family Dwelling Zone,
APN# 192-130-26, Arvin, CA 92303.**

05-04-18P03:09 RCVD

To Whom it Concerns,

This letter is being written in response to the Conditional Use Permit (CUP) and Site Development Plan (SDP) 2018-240LA- Ismaili Market- Expansion of Non-Conforming Use Regarding Storage and Patio and Denial of Expansion of a take -out restaurant Located within the R-1 Single Family Dwelling Zone, APN# 192-130-26, Arvin, CA 92303.

We find that the findings from the hearing don't justify the denial of the Cup and site development plan for the Take-out Window. And we are appealing the ruling from the hearing held on 4-19-2018 In response to the finding we provide the following response.

2015- City of Arvin approves the permits for the 490 Sq.Ft. Addition that was intended for a storage and a future take-out window (upon approval from the city for the CUP to have the take -out window fully operable). An based off the City's approval in 2015 of the addition in 2017 we started to construct the 490 Sq. Ft addition that was approved by the City of Arvin in 2015. We understand that the approval by the city in 2015 was an over sight by the city, that oversight should not have to be at the expense of the Business owner or Place of Business which is bring jobs and revenue to the City of Arvin. An unfamiliar with how the building department works and the standard practices for Permitting. We constructed the 490 sq.ft. Addition in 2017 under the impression that the permit was still active and approved. The take-out window or covered patio wouldn't cause detrimental effects to the surrounding area or neighbors. Based on the fact that the property is currently a store, we find that denial from the hearing is a unfair ruling.

We plan to take the proper course of action to rectify the situation. By going through the proper channels to obtain a Zoning Variance to have the R-1 zoning Changed to a C-1 or C-2 zoning as cited in Section 17.54 for Variances, modifications, and Zone changes. As well all other permits and required impact fees to obtain those permits. We look forward to being able to work with the City of Arvin in order to come to a fair and reasonable agreement. Please also see attached Petition signed by home owners and residence in the surrounding area.

Sincerely,
Maher Ahmed Saleh

Maher Saleh

(661) 854-5641

cell (661) 331-5351

Petition

05-04-18P03:09 RCVD

Petition summary and background	AUTHORIZATION TO PRMIT ISMAILI MARKET AT 249 LANGFORD AVE IN ARVIN, TO HAVE A KITCHEN FOR THE SALE OF PREPARED FOOD. WE ARE IN NEED OF THIS SERVICE IN OUR AREA OF ARVIN
Action petitioned for	We, the undersigned, are concerned citizens who urge our leaders to act now to APPROVE THE CONDITIONAL USE PERMIT TO ISMAILI MARKET FOR THE SALE OF PREPARED FOOD AUTORIZACION PARA QUE LE PERMITAN A ISMAILI MARKET LA VENTA DE COMIDA PREPARADA

Printed Name	Signature	Address	PHONE NUMBER	Date
Alfred Duerrero	<i>[Signature]</i>	298 Langford Ave	661-346-6594	5-3-18
Jorge Moreno	<i>[Signature]</i>	424 S Hill St Arvin	661-436-0740	5/3/18
Raquel Duran	<i>[Signature]</i>	9255 Derby Arvin Ca 03	661-376-8619	5/3/18
Yolanda Arevalo	<i>[Signature]</i>	773 Butte Ave	661-564-1080	5/3/18
Patricia Heera	<i>[Signature]</i>	430 Olson way	661 800-6947	5-3-18
Victor J. Heera	<i>[Signature]</i>	430 Olson way	(805) 738-2622	5-3-18
Emanuel Gonzalez	<i>[Signature]</i>	1001 W. Main	661-331-1620	5-3-18
Richard Gomez	<i>[Signature]</i>	200 th Ave spec #69	661-903-6023	5-3-18
Gabriel Mares	<i>[Signature]</i>	Meyer at Ar: 59	661-403 7535	5-3-18
Tommy	<i>[Signature]</i>	832 SOUTH A	661-376-6882	5-3-18
JOEFILIPPO	<i>[Signature]</i>	260 LANGFORD AVE	6615577417	5-3-18
FABIAN SOLIS	<i>[Signature]</i>	800 STOKTON AVE	6615784875	5-3-18

Attachment: Attachment 2 - Letter of Appeal Dated May 2, 2018 (Approval to Set Public Hearing Date for

Petition

05-24-18P03:10 RCVD

Petition summary and background	AUTHORIZATION TO PRMIT ISMAILI MARKET AT 249 LANGFORD AVE IN ARVIN, TO HAVE A KITCHEN FOR THE SALE OF PREPARED FOOD. WE ARE IN NEED OF THIS SERVICE IN OUR AREA OF ARVIN
Action petitioned for	We, the undersigned, are concerned citizens who urge our leaders to act now to APPROVE THE CONDITIONAL USE PERMIT TO ISMAILI MARKET FOR THE SALE OF PREPARED FOOD AUTORIZACION PARA QUE LE PERMITAN A ISMAILI MARKET LA VENTA DE COMIDA PREPARADA

Printed Name	Signature	Address	PHONE NUMBER	Date
pedro Martinez		441 HOLSON WAY	661-557-5806	05-3-18
Jose A. Armijo		711 Stockton Ave	661-854-7356	05-3-18
Alberto Santos		238 Langford Ave	661-978-4088	5-3-18
Cesar Vargas		61 Colorado Real St	661-903-2002	5-3-18
Angel Lopez		437 1/2 FRANKLIN ST	661-748-8275	5-3-18
Jane Lopez		200 5th Ave spc 25		5-3-18
Fred Garcia		432 Langford Ave	661-854-1742	5-3-18
Salvador Gonzalez		920 Wernick	(661) 535-5022	5-3-18
Juan Bedoya		863 Stockton Ave	(661) 889-8504	5-3-18
Muel Hernandez		705 Stockton Ave		5-3-18
Jesus Moreno		573 Grove St	661-369-9621	5-3-18
Niel Meru		157 Tallgrass ave	661-316-3717	5-3-18

Attachment: Attachment 2 - Letter of Appeal Dated May 2, 2018 (Approval to Set Public Hearing Date for

05-04-18P03:10 RCVD

Printed Name	Signature	Address	PHONE NUMBER	Date
Raul Pantoja		201 Ojeda St	661 319-3420	5-3-18
Rafael - Col		703 - S-dean St	661- 2710787	5-5-18
Eugenia Hidalgo		209 Franklin ST	661- 247-3851	5-3-18
Vicente		290 LANGFORD		5/3/18
Fabian Martinez		2708 Tesoro Way	661-889-8452	05/3/18
Ehren Gomez		157 Fallbrook Ave Sp. 19	661- 428-3041	5/3/18
JESSICA VALENCIA		109 CARDIFF AVE	432-232-2674	5/3/18
Jose Aguilar		710 Stockton ^{Ave}	(661) 390-4094	5/3/18
Melissa Lozano		321 Franklin St	(661) 379-9694	5/3/18
Rubén Colman		201 Stockton	661 979 6172	5-3-18
Elizabeth Martinez		864 Stockton Ave	(661) 748 5590	5-3-18
Leopatra Murray		769 Stockton Ave	661 304 2041	5-4-18
JOSE GONZALEZ		769 Stockton Ave	661 436 2918	5-4-18
Arnulfo Arroyo		746 Stockton Ave	661 436 0751	5/4/18
Nemi Duran		157 Fallbrook Ave ^{#13}	661 852-8351	5/4/18
Lilibeth Caravez		157 fallbrook Au 23	661 389 3993	5/4/18

Attachment 2 - Letter of Appeal Dated May 2, 2018 (Approval to Set Public Hearing Date for

Petition

05-04-18 PM 5:10 RCVD

Petition summary and background	AUTHORIZATION TO PRMIT ISMAILI MARKET AT 249 LANGFORD AVE IN ARVIN, TO HAVE A KITCHEN FOR THE SALE OF PREPARED FOOD. WE ARE IN NEED OF THIS SERVICE IN OUR AREA OF ARVIN
Action petitioned for	We, the undersigned, are concerned citizens who urge our leaders to act now to APPROVE THE CONDITIONAL USE PERMIT TO ISMAILI MARKET FOR THE SALE OF PREPARED FOOD AUTORIZACION PARA QUE LE PERMITAN A ISMAILI MARKET LA VENTA DE COMIDA PREPARADA

Printed Name	Signature	Address	PHONE NUMBER	Date
BELTHER BETH	<i>[Signature]</i>	863 - Stockton	661-37634-36	5-31-18
Fabian Garcia	<i>[Signature]</i>	859-Stockton	661-421-1388	5-3-18
Enrique Garcia	<i>[Signature]</i>	859-Stockton	661-7030870	5-3-18
Jesus Perez	<i>[Signature]</i>	241/1/2 Franklist	6613421851	5318
Jose	<i>[Signature]</i>	711 Stockton Ave	661 854 7356	5/03/18
Antonio Masquez	<i>[Signature]</i>	1864 Stockton Av	661 662 6259	5/04/18

Attachment: Attachment 2 - Letter of Appeal Dated May 2, 2018 (Approval to Set Public Hearing Date for



CITY OF ARVIN Staff Report

Meeting Date: June 19, 2018

TO: City Council

FROM: Ahron Hakimi, Executive Director
Rob Ball, Director of Planning
Kern Council of Governments (KernCOG)

SUBJECT: Public Hearing: Draft 2018 Regional Transportation Plan/Sustainable Communities Strategy; Draft 2019 Federal Transportation Improvement Program and Corresponding Draft Air Quality Conformity Analysis; and Draft Environmental Impact Report.

DESCRIPTION:

Public review of Kern Council of Government's long and near term federal transportation documents is currently underway. The public review period for the Draft 2018 Regional Transportation Plan/Sustainable Communities Strategy; Draft 2019 Federal Transportation Improvement Program and corresponding Draft Air Quality Conformity Analysis began May 18, 2018 and ends at 5 P.M. July 12, 2018. The Draft Environmental Impact Report public review period began May 25, 2018 and ends July 12, 2018. All documents are available at www.kerncog.org.

DISCUSSION:

Pursuant to Senate Bill 375, Kern COG is required to conduct at least two public hearings on the 2018 Regional Transportation Plan (RTP) that contains the Sustainable Communities Strategy (SCS). If feasible the public hearings are to be conducted in different parts of the region to maximize the opportunity for participation by members of the public. Tonight is the second of three public hearings scheduled within the Kern region. The first public hearing was held at the City of Ridgecrest on June 6, 2018, and the third public hearing will be held at Kern Council of Governments, 1401 19th Street, 3rd Floor, Bakersfield, CA 93301 at 6:30 p.m. June 21, 2018.

The 2018 RTP is a long-term blueprint for transportation projects. The Draft Environmental Impact Report for the RTP contains a summary of alternatives considered. The 2019 Federal Transportation Improvement Program is a near-term list of transportation projects. The Air Quality Conformity Analysis demonstrates that both the near- and long-term project lists will not delay the region's efforts to improve the air. A concurrent 55-day public review period is being held for all documents. A summary of public comments received will be incorporated into the final documentation as appropriate. Final consideration of all documents is scheduled for August 16, 2018, during the Kern COG Board meeting.

ACTION:

Open the public hearing; take public comment; close the public hearing.



CITY OF ARVIN
Staff Report

Meeting Date: June 19, 2018

TO:	City Council
FROM:	Jeff Jones, Finance Director Jerry Breckinridge, Interim City Manager
SUBJECT:	An Ordinance of the City Council of the City of Arvin Amending and Renumbering Chapter 17.62 (“Commercial Cannabis Activity”) of Title 17 of the Arvin Municipal Code and Thereby Adding Chapter 17.64 (“Commercial Cannabis Activity”) to Title 17 of the Arvin Municipal Code to Establish Comprehensive Regulations Pertaining to Commercial Cannabis Activity

First reading of the Ordinance was held at the City Council meeting of June 5, 2018.

BACKGROUND:

In 2004, the State Legislature enacted SB 420, the Medical Marijuana Program Act (codified at Health and Safety Code section 11362.7 *et seq.*), to clarify the scope of the Compassionate Use Act, provide additional statutory guidance regarding medical cannabis use, and allow cities and counties to adopt supplemental rules and regulations.

In 2015, the Governor signed the Medical Cannabis Regulation and Safety Act (“MCRSA”), creating a comprehensive state licensing system for the commercial cultivation, manufacture, retail sale, transport, distribution, delivery, and testing of medical cannabis, all subject to local control. One of the purposes of MCRSA was to ensure uniformity among jurisdictions that wished to allow commercial cannabis operations.

Proposition 64, the Adult Use of Marijuana Act (“AUMA”) was approved by a majority of California voters in the November 2016 election. The purpose of AUMA is to establish a comprehensive system to legalize, control and regulate the cultivation, processing, manufacture, distribution, testing, and sale of nonmedical cannabis, including cannabis products. Under AUMA, adults, age 21 and older, are legally entitled to possess and grow certain amounts of cannabis at home for personal use.

On June 27, 2017, the Governor signed SB 94, the Medicinal and Adult-Use Cannabis Regulation and Safety Act (“MAUCRSA”), effectively repealing MCRSA and merging certain provisions of MCRSA into the provisions of AUMA to create a comprehensive state law

licensing and regulatory framework applicable to all types of commercial cannabis activities. Under MAUCRSA, three state licensing authorities, the Bureau of Cannabis Control, the Department of Food and Agriculture, and the Department of Public Health, are empowered to issue state licenses authorizing the various types of commercial cannabis uses, and to promulgate regulations applicable to the licensing process. All three state licensing authorities have promulgated regulations and are now issuing annual state licenses.

MAUCRSA preserves the dual licensing scheme applicable to commercial cannabis uses, authorizing cities to adopt their own ordinances permitting, regulating and/or prohibiting the various types of commercial cannabis uses. Under MAUCRSA, cannabis businesses are required to comply with local ordinances and obtain any required local permits in addition to obtaining the necessary state licenses.

Local ordinances regulating commercial cannabis activities are not only authorized under MAUCRSA, they are necessary to the protection of public health, safety and welfare. State law requirements applicable to commercial cannabis activities under MAUCRSA are minimum standards and are not tailored to the needs of any specific locality.

There are numerous studies and reports that demonstrate that unregulated or under-regulated cannabis cultivation can be harmful to the health, safety and welfare of the surrounding community and constitute a public nuisance. Cannabis plants produce a strong odor, offensive to many people, and detectable far beyond property boundaries without proper ventilation, odor control, and other regulations. Due to the value of cannabis plants and their strong smell (which alerts others to their locations), cannabis cultivation has been linked to break-ins, robbery, armed robbery, theft and attendant violence and injury, creating an increased risk to public safety.

In addition, insufficiently-regulated cannabis cultivation has been shown to involve avoidance of environmental laws and regulations, and to result in the pollution of waters. The indoor cultivation of cannabis has potential adverse effects to the structural integrity of the buildings in which cannabis is cultivated, and the use of high wattage grow lights and excessive use of electricity increases the risk of fire, which presents a clear and present danger to persons and property. There are numerous well publicized studies and reports, as well as numerous documented incidents throughout the State, which show that unregulated cannabis activities have a significant adverse effect on the community.

Absent local land use regulations, commercial cannabis activities holding state licenses would be free to operate in nearly any area or zone of the City, with the exception of areas located in close proximity to certain sensitive land uses such as schools and youth centers. Local ordinances can expand the areas and zones in which commercial cannabis uses are prohibited, and can establish rules and regulations that are more stringent than the state law minimum standards, in order to better protect public health, safety and welfare in the local community.

In late 2017, to address the foregoing risks to local public health, safety and welfare, the City adopted Ordinance No. 443, adding Chapter 17.62 to the Arvin Municipal Code (“AMC”) pertaining to commercial cannabis activities.

The proposed ordinance attached hereto (the “Proposed Ordinance”) would renumber AMC

Chapter 17.62 to Chapter 17.64 (to avoid numerical duplication of another existing Chapter 17.62 of the AMC pertaining to sign regulation) and would also amend the chapter to establish new and amended permitting requirements and associated regulations applicable to commercial cannabis activities in the City, to establish a comprehensive and up-to-date permitting and regulatory scheme pertaining to such activities.

The proposed Ordinance was recommended for approval by the City of Arvin Planning Commission at a special meeting on May 30, 2018. The first reading of the Ordinance as well as a Public Hearing was held before the City of Arvin City Council at a regular meeting on June 5, 2018.

ENVIRONMENTAL:
Environmental Review:

The Proposed Ordinance is exempt from the California Environmental Quality Act (“CEQA”) because it can be seen with certainty that there is no possibility that it will have a significant effect on the environment, as the Proposed Ordinance merely amends the Arvin Municipal Code to establish new and amended procedures and requirements for the permitting and regulation of certain commercial cannabis activities, the environmental impacts of which will be assessed on a use-specific basis. (CEQA Guidelines § 15061(b)(3).) It is also exempt because it consists of regulations and restrictions on activities to assure the maintenance, restoration, or enhancement of natural resources and the environment by prohibiting environmentally destructive components of unregulated cannabis cultivation. (CEQA Guidelines §§ 15307 and 15308.) Furthermore, none of the exceptions to Categorical Exemptions set forth in the CEQA Guidelines Section 15300.2 apply to the Proposed Ordinance.

Discussion:

The Proposed Ordinance regulates the establishment, operation and maintenance cannabis businesses, including businesses selling medicinal and recreational cannabis and cannabis products, in the City. The Proposed Ordinance prohibits outdoor commercial cannabis cultivation activities and retail sales from storefront dispensaries. All other types of commercial cannabis activities, including indoor cultivation, manufacturing, distribution, delivery, testing and microbusiness are permitted, subject to issuance of a “commercial cannabis permit,” a City business license, a conditional use permit, employee work permits for all employees, and the required State license. Permitted commercial cannabis businesses would be obligated to pay an annual permit fee to cover the City’s costs of administering the mandatory functions of Chapter 17.64, in addition to application fees for each of the required City entitlements.

The commercial cannabis permit is a regulatory permit issued by the City Manager upon confirming compliance with requirements of AMC Chapter 17.64. The permit expires after one

year from the date of issuance, at which point it must be renewed upon a showing that the business remains in compliance with all applicable laws and regulations, and upon payment of the requisite renewal application fee. Any denial of a commercial cannabis permit application is subject to an administrative appeal to the City Manager, and subsequently to the Planning Commission. The decision of the Planning Commission shall be subject to further administrative appeal to the City Council. The decision of the City Council on the appeal shall constitute a final administrative decision. The appellant may thereafter file a petition for writ of mandate in superior court pursuant to Code of Civil Procedure Section 1094.5 and 1094.6 within ninety (90) calendar days of the date of the decision

Commercial cannabis permits may also be revoked by the City Manager based on a violation of Chapter 17.64. Revocation may be challenged only by petition for writ of mandate.

Some other key aspects of the Ordinance are as follows:

- Commercial cannabis uses are prohibited in all zones of the City except M-1, M-2, M-3, A-1 and A-2 zones, in which such uses are conditionally permitted;
- Commercial cannabis uses are prohibited within 200 feet of a residential zone, absent approval by the City Manager upon a finding that the operation in such location would not tend to cause a public nuisance or have a negative impact on the nearby residential units or dwellings;
- Commercial cannabis uses are prohibited within one thousand feet (1,000') of any school, day care center, youth center, public park, or public library;
- No person under the age of 21 may enter or work for a commercial cannabis business;
- Consumption of cannabis is prohibited on the premises of a commercial cannabis business;
- No commercial cannabis business may sell or dispense alcoholic beverages from its premises, no alcohol may be consumed on the premises, and no commercial cannabis business may operate adjacent to a business that sells alcoholic beverages at retail;
- All commercial cannabis businesses must pass inspections by the City's Code Enforcement Division, Building Official, Police Department, and Fire Department for compliance with applicable laws and regulations prior to obtaining a commercial

cannabis permit;

- All commercial cannabis businesses are also subject to suspicionless biennial inspections conducted by the foregoing officials to confirm continuing compliance with all applicable laws and regulations;
- All commercial cannabis businesses are subject to certain mandatory security requirements, including maintaining security cameras with 24-hour surveillance video recording, to be retained for at least 45 days and subject to City inspection upon request, and having at least one licensed security guard on the premises during all operating hours (or more if deemed necessary by the City Manager);
- All cannabis and cannabis products must be kept secured and out of public view at all times.
- All commercial cannabis businesses are subject to certain mandatory operating requirements, including tracking all cannabis products, sales, and inventory, having a sufficient odor absorbing ventilation and exhaust system so that cannabis odors are not detectable outside of the facility, packaging and labeling of cannabis and cannabis products, and storage and disposal of waste.
- Additional special operating requirements apply depending on the type of permitted commercial cannabis business (e.g., cultivation, delivery, manufacturing, testing, distribution, etc). For instance, where the business engages in manufacturing using volatile solvents, strict requirements apply to the equipment used to conduct such activities.
- All employees and independent contractors of cannabis businesses must obtain an employee work permit prior to commencing work for any cannabis business, and to obtain such permit they must pass annual criminal background checks. Owners of cannabis businesses also must pass criminal background checks as part of the commercial cannabis application/renewal process.
- Commercial cannabis businesses or applicants may, at their option, apply to enter into a development agreement with the City. The ordinance provides criteria to govern the development application process for those who elect to apply.

The land use and location-related requirements of the commercial cannabis business, many of which are set forth above, are the subject of the conditional use permit requirement. Another function of the conditional use permit requirement is to ensure CEQA compliance on a project-specific basis. The City's conditional use permit ordinance, AMC Chapter 17.56, is being proposed for amendment concurrently with the Proposed Ordinance to enumerate commercial cannabis businesses as a conditionally permitted use in the City's M-1, M-2, M-3, A-1 and A-2 zones, consistent with the Proposed Ordinance, and to establish express procedures for suspension and revocation of conditional use permits.

Violations of the Proposed Ordinance are punishable by permit suspension and revocation, criminal misdemeanor prosecution, civil injunctive relief, administrative public nuisance abatement, and imposition of administrative penalties.

Personal cannabis activity, both recreational and medical, remains governed by the requirements of Chapter 8.29 of Title 8 of the Arvin Municipal Code.

FINANCIAL IMPACT:

There were consultant staff costs involved in preparation of the Proposed Ordinance, which staff believes can be funded within the existing budget appropriations. The overall impact of the Ordinance is anticipated to have a positive financial impact by encouraging business and economic development and creating new job opportunities in the City.

ORDINANCE

AN ORDINANCE OF THE CITY COUNCIL OF THE CITY OF ARVIN AMENDING AND RENUMBERING CHAPTER 17.62 (“COMMERCIAL CANNABIS ACTIVITY”) OF TITLE 17 OF THE ARVIN MUNICIPAL CODE AND THEREBY ADDING CHAPTER 17.64 (“COMMERCIAL CANNABIS ACTIVITY”) TO TITLE 17 OF THE ARVIN MUNICIPAL CODE TO ESTABLISH COMPREHENSIVE REGULATIONS PERTAINING TO COMMERCIAL CANNABIS ACTIVITY

WHEREAS, the City of Arvin (“the City”) has the authority under Article XI, Section 7 of the California Constitution, to enact regulations for the public peace, morals, and welfare of the City; and

WHEREAS, in 1996, with the adoption of Proposition 215, the California voters approved the Compassionate Use Act (Health and Safety Code § 11362.5) to ensure that seriously ill Californians have the right to obtain and use cannabis for medical purposes where that medical use is deemed appropriate and has been recommended by a physician, without fear of criminal prosecution under limited, specified circumstances; and

WHEREAS, in 2004, the State Legislature enacted SB 420, the Medical Marijuana Program Act (Health and Safety Code § 11362.7 *et seq.*), clarifying the scope of the Compassionate Use Act, providing additional statutory guidance regarding medical cannabis use, and allowing cities and counties to adopt supplemental rules and regulations; and

WHEREAS, on October 9, 2015, the Governor signed the Medical Marijuana Regulation and Safety Act (“MMRSA”), comprised of California legislative bills AB 243, AB 266, and SB 643, creating a comprehensive state licensing system for the commercial cultivation, manufacture, retail sale, transport, distribution, delivery, and testing of medicinal marijuana, all subject to local control; and

WHEREAS, on June 27, 2016, the Governor signed SB 837, changing the title of MMRSA to the Medical Cannabis Regulation and Safety Act (“MCRSA”), changing the terminology therein from “medical marijuana” or “marijuana” to “medical cannabis” or “cannabis,” and making other technical changes thereto. SB 837 also adopted regulations relating to the use and diversion of water in connection with the cultivation of cannabis; and

WHEREAS, at the November 8, 2016 general election, the California voters approved Proposition 64, the Control, Regulate and Tax Adult Use of Marijuana Act (“AUMA”), establishing a comprehensive regulatory and licensing scheme for commercial recreational (adult-use) cannabis operations, and legalizing limited personal adult-use cannabis use, possession, and cultivation; and

WHEREAS, on June 27, 2017, Governor Brown signed Senate Bill 94, the Medicinal and Adult Use Cannabis Regulation and Safety Act (“MAUCRSA”), which merged the regulatory regimes of MCRSA and AUMA; and

WHEREAS, MAUCRSA, at Business & Professions Code §26050, establishes 20 different types of state licenses, including permit types pertaining to cannabis cultivation, manufacturing, testing, retailing, and distribution, which medicinal and adult-use cannabis businesses must obtain, depending on the nature of the cannabis business, in order to operate legally in the State; and

WHEREAS, MAUCRSA, at Business & Professions Code §26200(a)(1), provides that local jurisdictions may adopt and enforce local ordinances to regulate or prohibit any or all types of medicinal and adult-use business operations licensed by the state under Business & Professions Code §26050, including, but not limited to, by imposing local zoning and land use requirements; and

WHEREAS, MAUCRSA, at Business & Professions Code §26055(d), provides that a State commercial cannabis license may not be issued to an applicant whose operations would violate the provisions of any local ordinance or regulation; and

WHEREAS, MAUCRSA, at Business & Professions Code §26201, provides that any standards, requirements, and regulations regarding health and safety, environmental protection, testing, security, food safety, and worker protections established by the state for the various types of medicinal and adult-use commercial cannabis operations licensed by the state under Business & Professions Code §26050 shall be the minimum standards, and that a local jurisdiction may establish additional or more stringent standards, requirements, and regulations; and

WHEREAS, pursuant to MAUCRSA, the California Bureau of Cannabis Control (“BCC”), Department of Food and Agriculture (“CDFA”), and Department of Public Health (“CDPH”) adopted emergency regulations which establish additional State license types and specify the process and requirements for obtaining state licenses to engage in all types of commercial medicinal and adult-use cannabis activities in the State of California (“Regulations”); and

WHEREAS, the Regulations were approved by the State Office of Administrative Law on December 7, 2017; and

WHEREAS, the BCC is now accepting applications for temporary and annual state licenses for commercial cannabis retailers, distributors, microbusinesses, testing laboratories, and cannabis events; and

WHEREAS, the CDPH is now accepting applications for temporary and annual state licenses for commercial cannabis manufacturers; and

WHEREAS, the CDFA is now accepting applications for temporary and annual state licenses for commercial cannabis cultivators, nurseries and processors; and

WHEREAS, several California cities have reported negative impacts of cannabis cultivation and related activities, including but not limited to offensive odors, criminal activity, (such as trespassing, theft, violent robberies and robbery attempts, and the illegal sale and

distribution of cannabis), and public health and safety concerns (such as fire hazards and problems associated with mold, fungus, and pests); and

WHEREAS, cannabis plants, as they begin to flower and for a period of two months or more, produce a strong odor, offensive to many people, and detectable far beyond property boundaries if grown outdoors or if grown indoors without proper ventilation, odor control, and other regulations; and

WHEREAS, due to the value of cannabis plants and their strong smell (which alerts others to their locations), cannabis cultivation has been linked to break-ins, robbery, armed robbery, theft and attendant violence and injury, creating an increased risk to public safety; and

WHEREAS, unregulated cannabis cultivation can be harmful to the welfare of the surrounding community and its residents and can constitute a public nuisance, in that cannabis cultivation has been shown to involve avoidance of environmental laws and regulations, and has resulted in the pollution of waters and navigable waterways in the State of California; and

WHEREAS, unregulated indoor cultivation of cannabis has potential adverse effects on the structural integrity of the buildings in which cannabis is cultivated, and the use of high wattage grow lights and excessive use of electricity in such buildings increases the risk of fire, which presents a risk of property damage to the building and neighboring buildings, and endangers the building's occupants and nearby residents; and

WHEREAS, unregulated indoor cultivation of cannabis can also be harmful to the public health, safety and welfare in that electrical modifications risk fires, poor irrigation can cause mold, overloaded circuits can leave entire neighborhoods in the dark, plant chemicals can cause illness, improper carbon dioxide mixed with insufficient ventilation can cause injury or death, and structural changes put first responders in danger if they rush into the unknown; and

WHEREAS, the Attorney General's August 2008 Guidelines for the Security and Non-Diversion of Marijuana Grown for Medical Use recognize that the cultivation or other concentration of cannabis in any location or premises without adequate security increases the risk that nearby homes or businesses may be negatively impacted by nuisance activity such as loitering and/or crime; and

WHEREAS, there are numerous well publicized studies and reports, as well as numerous documented incidents in Kern County and throughout the State, which show that unregulated cannabis activities have a significant adverse effect on the community; and

WHEREAS, in the absence of a formal regulatory framework, the adverse impacts frequently associated with commercial cannabis activities will occur, resulting in a potentially significant negative impact upon the environment and upon public health, safety, and welfare of the community; and

WHEREAS, outdoor cannabis cultivation and unregulated indoor cannabis cultivation are likely to result in these negative effects on the public health, safety, and welfare in the City,

as reflected by the experiences of other cities; and

WHEREAS, the City has a compelling interest in protecting the public health, safety, and welfare of its citizens, residents, visitors and businesses, and in preserving the peace and quiet of the neighborhoods within the City by regulating commercial cannabis activities; and

WHEREAS, based on the foregoing and pursuant to the above-described express statutory authority and its police power, the City desires to explicitly prohibit certain cannabis activities, including storefront sales and outdoor cultivation (for both medicinal and adult-use), and to enact reasonable regulations for other commercial cannabis activities in order to protect and promote public health, safety and welfare; and

WHEREAS, under U.S. Supreme Court precedent, government agencies generally may conduct regulatory inspections of “closely regulated” businesses without reasonable suspicion that the business subject to inspection has violated a statute or regulation, provided that the governmental agency conducting the inspection has “special needs,” beyond its ordinary interest in enforcement of criminal statutes, to conduct inspections, the regulations in the particular area could not be enforced if public officials could conduct inspections only when they have a reasonable suspicion that a violation has occurred, the businesses subjected to inspection are engaged in a particular category of activity that reduces the reasonable expectation of privacy of those engaged in such activities in relation to the inspections at issue, and the discretion of inspecting officials is reasonably constrained by the authorizing statute (*People v. Maikhio*, 51 Cal.4th 1074, 1091-92 (2011)); and

WHEREAS, commercial cannabis businesses cultivate, manufacture, dispense, distribute, test, or engage in other business activities relating to a historically criminalized substance which is often used for medical purposes, which can cause health and safety issues for those consuming it, which can be unsafe if improperly cultivated, manufactured or handled, and which is subject to illegal diversion, and as a result, state and local government agencies, including the City, have a strong governmental interest in regulating such businesses; and

WHEREAS, businesses engaged in commercial cannabis activities constitute “closely regulated” businesses which have a reduced reasonable expectation of privacy due to the strong governmental interest in regulating such activities to protect against the potential risks to public health and safety relating to such activities, and therefore the probable cause and warrant requirements ordinarily required for law enforcement searches are relaxed as to such businesses; and

WHEREAS, the City has a special need, beyond its ordinary interest in enforcement of criminal statutes, to conduct regulatory inspections of commercial cannabis businesses due to the unique threats to public health, safety and welfare posed by such businesses, including but not limited to risks of fire and explosion resulting from improper cultivation, manufacturing or other processes used by such businesses, and the increased risk of crime, in the absence of proper security measures, resulting from the presence of valuable property on the premises of such businesses; and

WHEREAS, the regulations imposed by this Ordinance could not be effectively enforced if the City’s officials could conduct inspections only when they have a reasonable suspicion that a violation has occurred, because often the threats to public health, safety and welfare arising from a commercial cannabis business will not be apparent from the outside, and any prior notice requirements associated with such inspections would allow such businesses to temporarily conceal or remove the conditions that give rise to such threats for purposes of passing the inspection, only to allow such conditions to return thereafter; and

WHEREAS, based on the foregoing, the City Council intends to authorize reasonable suspicionless inspections of commercial cannabis business in the City by local officials as necessary to enforce this Ordinance and thereby safeguard public health, safety and welfare, and to impose reasonable constraints on the discretion of such inspecting officials by limiting their inspection authority to confirming compliance with this Ordinance and the applicable laws and regulations referenced herein; and

WHEREAS, in 2010, the City adopted Sections 17.02.435 and 17.07.01 of Title 17 of the Arvin Municipal Code pertaining to Medical Marijuana Dispensaries, placing a complete ban on dispensaries in the City based upon various health, safety and welfare and land use findings relating to marijuana cultivation, dispensing, and consumption; and

WHEREAS, on November 21, 2017, the City Council adopted Ordinance No. 443, which added Chapter 17.62 “Commercial Cannabis Activity” to Title 17 of the Arvin Municipal Code, and which repealed Sections 17.02.435 and 17.07.01 of Title 17 of the Arvin Municipal Code pertaining to Medical Marijuana Dispensaries; and

WHEREAS, the Arvin Municipal Code already contained a Chapter 17.62 (“Sign Regulations [Private Property]”) prior to adoption of Ordinance No. 443, and said chapter remains in full force and effect;

WHEREAS, the City Council now sees fit to renumber and relocate the duplicative Chapter 17.62 “Commercial Cannabis Activity” to Chapter 17.64 of the Arvin Municipal Code, and to amend and supplement the regulations imposed by said chapter on commercial cannabis businesses and applicants in the City; and

WHEREAS, nothing in this Ordinance shall be construed to: (1) allow any person to engage in conduct that endangers others or causes a public nuisance; or (2) allow any activity relating to the cultivation, manufacturing, testing, distribution, or consumption of cannabis which is illegal under state or federal law; and

WHEREAS, all legal prerequisites to the adoption of this ordinance have occurred.

NOW THEREFORE, the City Council of the City of Arvin does hereby ordain as follows:

SECTION 1. The above recitals are true and correct and are incorporated herein.

SECTION 2. The City Council finds and determines that the Ordinance is exempt from

the California Environmental Quality Act (“CEQA”) because it can be seen with certainty that there is no possibility that it will have a significant effect on the environment, as this Ordinance merely amends the Arvin Municipal Code to establish new and amended procedures and requirements for the permitting and regulation of certain commercial cannabis activities, the environmental impacts of which will be assessed on a use-specific basis. (CEQA Guidelines § 15061(b)(3)). Furthermore, the City Council finds and determines the Ordinance would also be subject to Categorical Exemptions under CEQA Guidelines sections 15307 and 15308, as it consists of regulations and restrictions on activities to assure the maintenance, restoration, or enhancement of natural resources and the environment by prohibiting environmentally destructive components of unregulated cannabis cultivation. (CEQA Guidelines §§ 15307 and 15308.) Finally, none of the exceptions to Categorical Exemptions set forth in the CEQA Guidelines Section 15300.2 apply to this Ordinance. Therefore, the City Council also adopts Categorical Exemptions for this Ordinance, pursuant to CEQA Guidelines sections 15307 and 15308.

SECTION 3. Chapter 17.62 of the Arvin Municipal Code, entitled “Commercial Cannabis Activity,” as added to the Arvin Municipal Code by City Ordinance No. 443, is hereby renumbered to Chapter 17.64 and is amended to read in its entirety as follows:

Chapter 17.64

COMMERCIAL CANNABIS ACTIVITY

Section 17.64.010 Purpose and Intent.

- (a) It is the purpose and intent of this Chapter to adopt local prohibitions and regulations applicable to commercial cannabis activity as may be permitted by the Medicinal and Adult-Use Cannabis Regulation and Safety Act and other applicable State law, as amended, pertaining to regulation of commercial cannabis and the use of land, in order to protect the City’s neighborhoods, residents, and businesses from negative impacts. It is a further purpose and intent of this Chapter to regulate the cultivation, manufacturing and testing of cannabis and cannabis products in a manner which is responsible and which protects the health, safety, and welfare of the residents of the City, and to enforce rules and regulations consistent with applicable state law including, but not limited to, the Medicinal and Adult-Use Cannabis Regulation and Safety Act, the Adult Use of Marijuana Act, the Compassionate Use Act of 1996, and the Medical Marijuana Program Act. In furtherance of these objectives, this Chapter imposes an annual regulatory permit requirement, a conditional use permit requirement, employee work permit requirements, and operating requirements applicable to persons who seek to own, operate, or engage in commercial cannabis businesses within the City as authorized under this Chapter or the Arvin Municipal Code. Nothing in this Chapter is intended to authorize any activity which is in violation of state or federal law. The provisions of this Chapter are in addition to the business license requirements applicable to business conducted in the City, and to all other

applicable requirements of the Arvin Municipal Code.

- (b) Pursuant to Section 7 of Article XI of the California Constitution, the City is authorized to adopt ordinances that establish standards, requirements, and regulations for local licenses and permits for commercial cannabis activity. Any standards, requirements, and regulations regarding commercial cannabis activity, including health and safety, testing, laboratory operations and safety, security, and worker protections established by the State, or any of its agencies, departments or divisions, shall be the minimum standards applicable in the City, and the provisions of this ordinance shall apply in addition thereto.

Section 17.64.020 Definitions.

When used in this Chapter, the following terms shall have the meanings ascribed to them in this Section. Any reference to California statutes includes any regulations promulgated thereunder and is deemed to include any successor or amended version of the referenced statute or regulatory provision.

- (a) “*Building Official*” means the Building Official for the City or his/her designee.
- (b) “*Cannabis*” means all parts of the plant *Cannabis sativa* Linnaeus, *Cannabis indica*, or *Cannabis ruderalis*, whether growing or not; the seeds thereof; the resin, whether crude or purified, extracted from any part of the plant; and every compound, manufacture, salt, derivative, mixture, or preparation of the plant, its seeds, or resin. “*Cannabis*” also means the separated resin, whether crude or purified, obtained from marijuana. “*Cannabis*” does not include the mature stalks of the plant, fiber produced from the stalks, oil or cake made from the seeds of the plant, any other compound, manufacture, salt, derivative, mixture, or preparation of the mature stalks (except the resin extracted therefrom), fiber, oil, or cake, or the sterilized seed of the plant which is incapable of germination. “*Cannabis*” also does not include the weight of any other ingredient combined with cannabis to prepare topical or oral administrations, food, drink, or other product. For the purpose of this Chapter, “*Cannabis*” does not mean industrial hemp as that term is defined by Section 11018.5 of the California Health and Safety Code.
- (c) “*Cannabis concentrate*” means manufactured cannabis that has undergone a process to concentrate one or more active cannabinoids, thereby increasing the product’s potency. Resin from granular trichomes from a cannabis plant is a concentrate for purposes of this Chapter. A cannabis concentrate is not considered food, as defined by Section 109935 of the Health & Safety Code, or a drug, as defined by Section 109925 of the Health & Safety Code.
- (d) “*Cannabis products*” means cannabis that has undergone a process whereby the plant material has been transformed into a concentrate, including, but not limited to, concentrated cannabis, or an edible or topical product containing cannabis or

concentrated cannabis and other ingredients.

- (e) “*Chief of Police*” means the Chief of Police for the Arvin Police Department or his/her designee.
- (f) “*City Manager*” means the City Manager for the City or his/her designee.
- (g) “*Commercial cannabis activity*” or “*commercial cannabis business*” includes cultivation, possession, manufacture, distribution, processing, storing, laboratory testing, packaging, labeling, transportation, delivery or sale (including retail and wholesale) of cannabis or cannabis products conducted or engaged in by any person, except cultivation and possession of cannabis for personal use as governed by Arvin Municipal Code Chapter 8.29 and/or as preempted by State law.
- (h) “*Commercial cannabis permit*” means a permit issued by the City pursuant to this Chapter to a commercial cannabis business.
- (i) “*Cultivation*” means any activity involving the propagation, planting, growing, harvesting, drying, curing, grading, or trimming of cannabis.
- (j) “*Cultivation site*” means a facility where cannabis is propagated, planted, grown, harvested, dried, cured, graded, or trimmed, or where all or any combination of those activities occur.
- (k) “*Day care center*” means, as the term is understood in Business & Professions Code Section 26001(o), as may be amended, any child day care facility other than a family day care home, and includes infant centers, preschools, extended day care facilities, and school age child care centers.
- (l) “*Delivery*” means the commercial transfer of cannabis or cannabis products to a customer at the customer’s home or other location remote from the premises of the commercial cannabis business making the delivery, and includes the use by a retailer of any technology platform. “*Delivery*” does not mean or include storefront sales.
- (m) “*Distribution*” means the procurement, sale and transport of cannabis and cannabis products between licensees.
- (n) “*Distributor*” means a licensee engaged in distribution.
- (o) “*Edible cannabis product*” means a cannabis product that is intended to be used, in whole or in part, for human consumption. An edible cannabis product is not considered food as defined by Section 109935 of the California Health and Safety Code or a drug as defined by Section 109925 of the California Health and Safety

Code.

- (p) “*Fire Chief*” means the Fire Chief for the City as designated by the Kern County Fire Department, or his or her designee.
- (q) “*HIPAA*” means the Health Insurance Portability and Accountability Act of 1996.
- (r) “*Labeling*” means any label or other written, printed, or graphic matter upon a cannabis product, upon its container or wrapper, or that accompanies any cannabis product.
- (s) “*License*” or “*State License*” means a license issued by the State of California, or one of its departments or divisions, pursuant to Division 10 of the California Business & Professions Code. “*Licensee*” means a person holding a State License.
- (t) “*Live plants*” means living cannabis flowers and plants, including seeds, sprouts, immature plants (including unrooted clones), and vegetative stage plants.
- (u) “*Manufacture*” means to compound, blend, extract, infuse, or otherwise make or prepare a cannabis product.
- (v) “*Manufacturer*” means a licensee that conducts the production, preparation, propagation, or compounding of cannabis or cannabis products either directly or indirectly or by extraction methods, or independently by means of chemical synthesis at a fixed location that packages or repackages cannabis or cannabis products or labels or relabels its container; “*Manufacturer*” includes the activity of manufacturing.
- (w) “*Manufacturer 1*” means a licensee that manufactures cannabis products using nonvolatile solvents, or no solvents.
- (x) “*Manufacturer 2*” means a licensee that manufactures cannabis products using volatile solvents.
- (y) “*Nursery*” means a licensee that produces only cannabis clones, immature cannabis plants, seeds, and other agricultural products used specifically for the planting, propagation, and cultivation of cannabis.
- (z) “*Owner*” means any person who has an ownership interest in a commercial cannabis business.
- (aa) “*Package*” means any container or receptacle used for holding cannabis or cannabis products.
- (bb) “*Person*” means an individual, firm, partnership, joint venture, association, corporation, limited liability company, estate, trust, business trust, receiver,

syndicate, nonprofit organization, or any other group or combination acting as a unit, and includes the plural as well as the singular.

- (cc) “*Premises*” means the designated structure or structures and the surrounding land that is owned, leased or otherwise held under the control of a commercial cannabis permit applicant or permittee where commercial cannabis activity will be or is conducted. This definition does not alter the meaning of the term “Premises” as utilized by the State of California for commercial cannabis licensing.
- (dd) “*Responsible person*” means any person who is responsible for, or who will oversee or participate in, the direction, control, management, or supervision of a commercial cannabis business.
- (ee) “*Retailer*” means a person who engages in the retail sale of cannabis or cannabis products to customers.
- (ff) “*Sell,*” “*sale*” and “*to sell*” include any transaction whereby, for any consideration, title to cannabis or cannabis products is transferred from one person to another, and includes the delivery of cannabis or cannabis products pursuant to an order placed for the purchase of the same and soliciting and receiving an order for the same, but does not include the return of cannabis or cannabis products by a licensee to the licensee from whom the cannabis or cannabis product was purchased.
- (gg) “*School*” means, as the term is understood in Business & Professions Code Section 26054(b), as may be amended, a place of instruction in kindergarten or any grades 1 through 12.
- (hh) “*State*” means the State of California and all of its departments, divisions and agencies, including but not limited to the Bureau of Cannabis Control, the Department of Public Health, and the Department of Food and Agriculture.
- (ii) “*Stacking*” means cultivating cannabis plants on platforms or tables and stacking them in multiple layers on top of each other.
- (jj) “*Storefront sales*” means the retail sale of cannabis or cannabis products directly to customers from a storefront, dispensary, or other permanent building or structure, or in any manner that does not constitute delivery. “*Storefront sales*” does not include delivery.
- (kk) “*Testing Laboratory*” means a laboratory, facility or entity that offers or performs tests of cannabis or cannabis products and that is both: (1) accredited by an accrediting body that is independent from all other persons involved in commercial cannabis activity; and (2) a State licensee.

- (ll) “*Topical cannabis*” means a cannabis product intended for external application. A topical cannabis product is not considered a drug as defined by Section 109925 of the California Health and Safety Code.
- (mm) “*Volatile solvent*” means a solvent that is or produces a flammable gas or vapor that, when present in the air in sufficient quantities, will create explosive or ignitable mixtures.
- (nn) “*Youth center*” means, as the term is understood in Business & Professions Code Section 26001(av), as may be amended, any public or private facility that is primarily used to host recreational or social activities for minors, including but not limited to private youth membership organizations or clubs, social service teenage club facilities, video arcades, or similar amusement park facilities.

Section 17.64.030 Applicability to Personal Cannabis Activity.

This Chapter applies only to commercial cannabis activities. Except as otherwise provided by this Chapter, cultivation of cannabis for personal use is governed by Section 8.29.03 of the Arvin Municipal Code, as may be amended from time to time, and consumption of cannabis is governed by Section 8.29.06 of the Arvin Municipal Code, as may be amended from time to time. To the extent any provision of Chapter 8.29 of the Arvin Municipal Code conflicts with this Chapter, this Chapter shall govern.

Section 17.64.040 Permitted Types of Commercial Cannabis Businesses

- (a) Commercial cannabis operations within the City, which comprise the activities of indoor cultivation, mixed-light cultivation, nursery cultivation, retailer (delivery only), manufacturer, testing laboratory, distributor, and microbusiness (other than storefront sales) are allowed subject to issuance and maintenance of the permits and entitlements set forth in Section 17.64.060(a), continuing compliance with this Chapter and all other applicable City and State laws and regulations, and issuance and maintenance of a valid and current State license of a classification listed below, as provided for in Business & Professions Code Section 26050 and applicable State regulations:
 - (1) Type 1A = Cultivation; Specialty Indoor; Small.
 - (2) Type 1B = Cultivation; Specialty Mixed-Light; Small.
 - (3) Type 2A = Cultivation; Indoor; Small.
 - (4) Type 2B = Cultivation; Mixed-Light; Small.
 - (5) Type 3A = Cultivation; Indoor; Medium.
 - (6) Type 3B = Cultivation; Mixed-Light; Medium.

- (7) Type 4 = Cultivation; Nursery.
 - (8) Upon authorization by the State of California, Type 5A = Cultivation; Indoor; Large.
 - (9) Upon authorization by the State of California, Type 5B = Cultivation; Mixed-Light; Large.
 - (10) Type 6 = Manufacturer 1.
 - (11) Type 7 = Manufacturer 2.
 - (12) Type N = Manufacturer (i.e. no extractions, pursuant to 17 CCR § 40118, as may be amended).
 - (13) Type P = Manufacturer (i.e. packaging and labeling only, pursuant to 17 CCR § 40118, as may be amended).
 - (14) Type 8 = Testing Laboratory.
 - (15) As authorized by California Code of Regulations, Type 9 = Non-Storefront Retailer (i.e. retail sales by delivery only, pursuant to 16 CCR § 5414, as may be amended).
 - (16) Type 10 = Retailer (subject to Section 17.64.050, i.e. delivery only).
 - (17) Type 11 = Distributor.
 - (18) Type 12 = Microbusiness (subject to Sections 17.64.040(c) and 17.64.050).
 - (19) Type 13 = Distributor (i.e. transport only, pursuant to 16 CCR § 5315, as may be amended).
 - (20) Cultivation License Types for Indoor or Mixed-Light pursuant to 3 CCR § 8201, as may be amended).
- (b) Any commercial cannabis activity not expressly authorized by this Chapter is prohibited.
- (c) The number of commercial cannabis permits authorizing the operation of a microbusiness requiring a Type-12 State License that may be active or valid in the City at any given time shall not exceed ten (10) permits, or a lower number as may be established by the City Council.

Section 17.64.050 Prohibited Types of Commercial Cannabis Businesses

- (a) Commercial cannabis businesses within the City which involve the activities of outdoor cultivation and storefront sales are prohibited in the City. This prohibition includes, but is not limited to, commercial cannabis activities licensed by the State license classifications listed below, as provided for in Business & Professions Section 26050 and applicable State regulations:
- (1) Type 1= Cultivation; Specialty Outdoor; Small.
 - (2) Type 1C = Cultivation; Specialty Cottage; Small.
 - (3) Type 2 = Cultivation; Outdoor; Small.
 - (4) Type 3= Cultivation; Outdoor; Medium.
 - (5) Type 5 = Cultivation; Outdoor; Large.
 - (6) Types 10 and 12 (storefront sales prohibited).
- (b) Except as otherwise expressly provided in this Chapter, the prohibition of subsection (a) includes any similar commercial cannabis activities authorized under new or revised State licenses, or any other State authorization, for any type, category, or classification of commercial cannabis activities which involve the above-referenced or similar activities or operations.
- (c) Notwithstanding any provision of this Chapter or the Arvin Municipal Code, storefront sales are prohibited in the City. No commercial cannabis permit issued to any person, including but not limited to a person holding a Type 10 “Retailer” or Type 12 “Microbusiness” State license, shall include any authorization to engage in storefront sales. This prohibition applies to both adult-use and medicinal cannabis and cannabis products. As such, no medicinal cannabis cooperative, collective, dispensary, operator, establishment, or provider, within the meaning of Health & Safety Code Section 11362.768, shall be permitted to engage in storefront sales. The term “storefront sales” shall include making available, tendering, offering, bartering, gifting, releasing, delivering, providing or exchanging any cannabis or cannabis products. However, this subsection does not prohibit the issuance of commercial cannabis permits authorizing non-storefront sales, by delivery only, of cannabis or cannabis products in the City.
- (d) Consistent with Business & Professions Code Section 26080, nothing in this Chapter shall be interpreted to prohibit the use of the public roads of the City by a State licensee in the course of making cannabis deliveries to and from areas outside of the City.

Section 17.64.060 Required Licenses and Permits.

- (a) It shall be unlawful to own, establish, operate, use, or allow the establishment or activity of a commercial cannabis business, or to participate in a commercial cannabis business as an employee, contractor, agent, volunteer, or in any manner or capacity, other than as provided in this Chapter and pursuant to the following:
- (1) A valid and current commercial cannabis permit(s) issued by the City pursuant to this Chapter;
 - (2) The equivalent State license(s) for such commercial cannabis business issued pursuant Division 10 of the Business & Professions Code, as may be amended;
 - (3) A conditional use permit pertaining to the location of the business, issued by the City pursuant to Section 17.64.210 and Chapter 17.56; and
 - (4) Employee work permits pursuant to Section 17.64.090; and
 - (5) A valid City business license.
- (b) The City Manager is hereby authorized to issue commercial cannabis permits on behalf of the City. The City Manager, in his or her sole discretion, may issue a commercial cannabis permit only upon confirming that the applicant to whom the permit is to be issued has satisfied all of the requirements of this Chapter and the other applicable provisions of the Arvin Municipal Code, as may be amended from time to time, any regulations promulgated pursuant to this Chapter, and any law or regulation enacted by the State of California or any department of the State governing commercial cannabis activities.
- (c) Commercial cannabis permits shall be governed by the following requirements and limitations:
- (1) Commercial cannabis permits may only permit the types of cannabis activity expressly authorized by this Chapter.
 - (2) No commercial cannabis permit shall authorize public access to any commercial cannabis business. Only persons involved in the bona fide business activities of a commercial cannabis business shall be authorized to access the premises of a commercial cannabis business.
 - (3) Commercial cannabis businesses shall not employ or grant access to any individual who is under twenty-one (21) years of age.
 - (4) Each commercial cannabis permit issued pursuant to this Chapter shall expire twelve (12) months after the date of its issuance and must thereupon be renewed. Continued operation of a commercial cannabis

business after expiration of a commercial cannabis permit shall be unlawful and a violation of this Chapter.

- (5) Prior to issuance of any commercial cannabis permit, each proposed commercial cannabis business shall be subject to the mandatory inspections provided by Section 17.64.150 and shall obtain all required permits or approvals which are otherwise required for the premises by applicable law, including, but not limited to, building permits, California Fire Code approvals, and planning-level permit(s) required by Title 17 Zoning of the Arvin Municipal Code.
 - (6) Consistent with Business and Professions Code Section 26053, a commercial cannabis business conducting multiple commercial cannabis activities shall obtain a commercial cannabis permit authorizing each type and location of commercial cannabis activity prior to engaging in that activity. A commercial cannabis business licensed by the State to conduct multiple commercial cannabis activities shall not receive a commercial cannabis permit authorizing any commercial cannabis activity within the City that is not expressly authorized by this Chapter. An applicant may be issued a commercial cannabis permit authorizing multiple different types of commercial cannabis activities as defined by applicable State license classifications, consistent with the requirements of Business and Professions Code Section 26053 and/or a Type 12 “Microbusiness” State license.
 - (7) Revocation, termination, denial, non-issuance or suspension of a State license shall immediately and automatically terminate the commercial cannabis permit, and all commercial cannabis activity shall immediately cease. Upon reinstatement or receipt of a new State license, the commercial cannabis activity may file for a new permit from the City. While a new application for a commercial cannabis permit is pending, the applicant shall not engage in any commercial cannabis activity. Violations of this Section shall be grounds for denial of an application for a commercial cannabis permit and for the enforcement, penalties and cost recovery prescribed within Section 17.64.170 and any other applicable provisions of the Arvin Municipal Code.
 - (8) The issuance of a commercial cannabis permit shall constitute a revocable privilege and shall not create or establish any vested rights for the development or use of any property.
- (d) Renewals of commercial cannabis permits shall be governed by the following requirements and limitations:
- (1) Applications for renewal of commercial cannabis permits shall be filed

with the City Manager at least sixty (60) calendar days prior to the expiration date of the permit and shall be subject to all requirements applicable to an applications for initial issuance of a commercial cannabis permit.

- (2) An application for renewal of a commercial cannabis permit shall be denied if any of the following exists:
 - i. The application is filed less than sixty (60) calendar days before expiration of the commercial cannabis permit. Notwithstanding the foregoing, the City Manager, in his discretion, may accept an application filed between thirty (30) and sixty (60) days before expiration based upon a showing of good cause by the applicant for the late filing.
 - ii. The commercial cannabis permit, or any of the other entitlements required for the commercial cannabis to operate in compliance with this Chapter, is suspended or revoked at the time the application for renewal is submitted, or is suspended or revoked while the application for renewal is pending.
 - iii. The commercial cannabis business or activity has not been in regular and continuous operation during the four (4) months prior to the submission of the application for renewal.
 - iv. The commercial cannabis business is in noncompliance with any provision of this Chapter, any regulation promulgated pursuant hereto, any other provision of the Arvin Municipal Code applicable to the commercial cannabis business, or any condition of approval of the commercial cannabis permit or any other entitlement issued by the City to the commercial cannabis business.
 - v. The applicant for renewal of the commercial cannabis permit has failed to obtain or renew any required State license, or is in violation of any applicable provision of State law or any applicable State regulation.
 - vi. The applicant for renewal has failed to pay in full all fees, administrative fines, penalties and/or charges imposed by the City relating to the commercial cannabis business, unless assessment of the fees, administrative fines, penalties and/or charges are being appealed.
- (3) If a renewal application is denied, the applicant may file an appeal. The appeal must be in writing, must identify the grounds for reversing the denial, and must be submitted to the City Clerk within ten (10) days from

the date of the denial. The appeal shall be conducted pursuant to Section 17.64.190(j). In the alternative, the applicant may file a wholly new application for a commercial cannabis permit pursuant to this Chapter. Upon expiration of the commercial cannabis permit and regardless of a pending appeal or new application for a commercial cannabis permit, all of the applicant's commercial cannabis activity shall immediately cease. Violations of this Section shall subject the violator to denial of the appeal or new application for a commercial cannabis permit and/or the enforcement, penalties and cost recovery mechanisms prescribed within this Chapter and/or the Arvin Municipal Code.

- (4) Any unpaid fees, administrative fines, penalties and/or costs imposed by the City relating to the commercial cannabis business shall be added to the fee for renewal of the commercial cannabis permit, unless assessment of the fees, administrative fines, penalties and/or costs are being appealed.
 - (5) A commercial cannabis permit shall not be renewed until the City receives payment in full of the fee for the commercial cannabis permit renewal application. Said fee shall be governed by and subject to the provisions of Section 17.64.190(b), unless otherwise provided by resolution of the City Council.
- (e) Failure of a commercial cannabis business to obtain and maintain a valid City business license, and to remain in compliance with all applicable provisions and requirements of that license, shall constitute grounds for denial of an application for renewal of a commercial cannabis permit, suspension or revocation of a current commercial cannabis permit.

Section 17.64.070 Existing Commercial Cannabis Businesses.

Commercial cannabis businesses in existence in the City as of the date of adoption of this Chapter shall immediately apply for a commercial cannabis permit pursuant to this Chapter and otherwise meet all other conditions and requirements of this Chapter imposed on newly established commercial cannabis businesses. An unpermitted commercial cannabis business that can demonstrate to the City Manager's satisfaction that it is diligently applying to obtain the required permits and licenses, and that it is in good standing and otherwise in compliance with all applicable local and state laws and regulations, may, at the discretion of the City Manager, be temporarily permitted to continue its operations while its applications for the required permits and licenses are pending.

Section 17.64.080 Security Measures.

- (a) A permitted commercial cannabis business, regardless of building type utilized, shall implement sufficient security measures to both deter and prevent

unauthorized entrance into areas containing cannabis or cannabis products and theft of cannabis or cannabis products at the premises. These security measures shall include, but shall not be limited to, all of the following, in addition to any other security measures deemed necessary by the City Manager or required pursuant to any regulations as may be promulgated by the City Manager in furtherance of the purposes of this Chapter:

- (1) Preventing persons from remaining on the premises of the commercial cannabis business if they are not engaging in bona fide business activity of the commercial cannabis business.
- (2) Establishing limited access areas accessible only to authorized commercial cannabis business personnel.
- (3) Ensuring that live growing plants which are being cultivated are kept in a secured cultivation site, and that all cannabis and cannabis products are stored in a secured and locked room, safe, or vault at all times. All cannabis and cannabis products, including live plants which are being cultivated, shall be kept in a manner as to prevent diversion, theft, and loss.
- (4) Installing twenty-four (24) hour security surveillance cameras with night vision capability and of at least HD-quality to monitor all entrances and exits to and from the premises and to monitor all interior spaces, excluding all restroom and changing room facilities, within the commercial cannabis business. The security surveillance system shall be compatible with software and hardware utilized by the Arvin Police Department. The security surveillance system shall be capable of providing the Arvin Police Department with remote real-time/live access to the video footage during emergency situations, including but not limited to armed robbery, active shooter, hostage, and exposure to hazardous or volatile substances. Video recordings shall be maintained for a minimum of forty-five (45) days. Upon request by the Chief of Police, video recordings will provided to the Arvin Police Department within twenty-four (24) hours. If the commercial cannabis business refuses to provide the Chief of Police access to the real-time/live video feed or the requested video recordings, the City Attorney shall be authorized to seek reimbursement of all costs, including but not limited to court costs, attorney's fees, filing fees, administrative time and fees and employee time, incurred by the City while seeking a warrant and/or judicial intervention granting the requested access. The requirements of this Section shall be in addition to any other applicable provision of the Arvin Municipal Code.
- (5) Sensors shall be installed to detect entry and exit from all secure areas.

- (6) Panic buttons shall be installed in all commercial cannabis businesses.
 - (7) A professionally installed, maintained, and monitored alarm system shall be maintained in operable condition at all times.
 - (8) Any bars installed on the windows or the doors of the commercial cannabis business shall be installed only on the interior of the building and shall be installed in compliance with all applicable requirements of the Arvin Municipal Code, California Building Code and California Fire Code.
 - (9) Each commercial cannabis business shall have the capability to remain secure and operational during a power outage and shall ensure that all access doors are not solely controlled by an electronic access panel to ensure that locks are not released during a power outage.
 - (10) All security personnel to be hired or used by each commercial cannabis business shall be licensed by and in good standing with the State Bureau of Security and Investigative Services and shall obtain an Employee Work Permit pursuant to Section 17.64.090. At least one such security guard shall be on the premises of each commercial cannabis business during all operating hours. The City Manager may increase the number of security guards required to be on the premises of any commercial cannabis business as a condition of approval of any commercial cannabis permit application, if he or she deems such additional security guards necessary to adequately protect the premises based on the size or other characteristics of the commercial cannabis business or its premises.
- (b) Each commercial cannabis business shall provide the City Manager with the identity and contact information for a liaison who shall be reasonably available to meet and discuss compliance with the requirements of the Arvin Municipal Code, state law and/or any other laws and regulations applicable to the commercial cannabis business.
 - (c) As part of the application and permitting process, each commercial cannabis business shall provide the City Manager with a detailed transportation plan describing the procedures for safely and securely transporting cannabis, cannabis products and/or currency.
 - (d) A commercial cannabis business shall notify the Chief of Police within twenty-four (24) hours after discovering any of the following:
 - (1) Significant discrepancies identified in inventory. The level of significance may be determined by regulations promulgated by the City Manager.
 - (2) Diversion, theft, loss or any criminal activity involving the commercial

cannabis business, an employee or any agent of the commercial cannabis business.

- (3) The loss or unauthorized alteration of records referring or related to cannabis, cannabis products, employees or agents of the commercial cannabis business.
- (4) Any other breach of security.

Section 17.64.090 Employee Work Permits.

- (a) Every employee or independent contractor working at or for a commercial cannabis business or involved in security, delivery or distribution, or other services for a commercial cannabis business shall obtain an annual Employee Work Permit prior to commencing work for the commercial cannabis business, and shall maintain such permit at all times while working for such business. It shall be the responsibility of the commercial cannabis permit holder to ensure that Employee Work Permits are obtained from the City Manager prior to the employee or independent contractor commencing work and renewed on an annual basis thereafter. Persons who are listed as commercial cannabis permit holders or owners thereof, who are subject to criminal history records checks pursuant to Section 17.64.240(k), shall not be required to obtain an Employee Work Permit if such person also serves as an employee or contractor for the permit holder's commercial cannabis business.
- (b) Prior to commencing work for a commercial cannabis business, each prospective employee or independent contractor of a commercial cannabis business shall be required to submit an application to the City Manager so that a criminal history records check can be performed by the City or an agency authorized or requested to do so by the City. The application shall contain the following:
 - (1) Name, current resident address, and telephone number.
 - (2) Date of birth.
 - (3) Social security number, tax identification number, and/or a photocopy of the person's California Driver's license or equivalent identification card as approved by the City Manager.
 - (4) Height, weight, eye color and hair color.
 - (5) Photographs for identification purposes (photographs shall be taken by the Arvin Police Department or another source deemed reliable and appropriate by the City Manager in his or her discretion).
 - (6) Signed consent to a fingerprint-based state and federal criminal history records check conducted by the City or an agency authorized or requested

to do so by the City, including but not limited to fingerprint analysis conducted utilizing the California Department of Justice Live Scan system or any other system deemed necessary or appropriate in the discretion of the City Manager.

- (7) Such other identification and information as deemed necessary and pertinent to the Employee Work Permit by the City Manager in his or her discretion.
 - (8) Authorization for the City Manager to seek verification of the information contained within the application.
 - (9) The name of the commercial cannabis business and commercial cannabis permit holder for which the applicant is seeking to work.
- (c) Every applicant for an Employee Work Permit shall provide the City with a non-refundable fee, as established by resolution of the City Council, to cover the City's costs of general review and processing Employee Work Permit Applications. The fee may also be established as a trust deposit for actual costs. The fee, or the initial trust deposit, shall be in an amount the City Manager estimates will cover the costs of reviewing and processing the application. If a trust deposit-based fee is established, the trust deposit shall be used and drawn upon as a retainer to cover the actual costs incurred by the City. If the initial amount of the trust deposit is not sufficient, the applicant shall provide additional amounts as necessary within thirty (30) days of a request from the City. If the applicant fails to do so, application review and processing shall cease and shall not continue until such additional amounts are paid. The fee may be paid by the commercial cannabis business on behalf of an applicant for an employee work permit.
- (d) A state and federal criminal history records check fee, pursuant to Section 17.64.240(k)(4), shall also be required in connection with the employee work permit application, except that the applicant may provide the City Manager with a completed state and federal criminal history records check performed by a third party vendor, as deemed necessary or appropriate in the discretion of the City Manager, in which case no criminal history records check fee shall be required except as otherwise stated in Section 17.64.240(k). When the fee is required, it may be paid by the commercial cannabis business on behalf of the applicant.
- (e) The City Manager, upon receiving a properly completed application, payment of the application fee, and payment of the criminal history records check fee or a completed third party criminal history records check, shall conduct an investigation into the information provided by the applicant. In connection with the criminal history records check, the City Manager is authorized to request subsequent notification service, if Live Scan is used, or an equivalent service, if

another system is used, sufficient to obtain ongoing notifications of criminal offenses committed by the employee-applicant after the work permit is approved. In the event the City Manager does so, and such subsequent notification or equivalent service reveals any conviction or other conduct specified in subsection (g) at any time, such conviction or other conduct shall constitute grounds for immediate revocation of the employee work permit.

- (f) The investigation shall be completed within thirty (30) days of receiving the properly completed required application materials and fees, unless a longer period is required to complete the criminal history records check. The City Manager shall provide the applicant with notice either approving or denying the requested Employee Work Permit within fifteen (15) days of completing the criminal history records check and investigation. The City Manager, in his or her sole discretion, may conditionally approve the issuance of an Employee Work Permit pending completion of the criminal history records check and investigation. Notice of the decision shall be personally served or mailed to the applicant via U.S. mail. Notice of the decision is presumed served upon the applicant at the time it is deposited within the U.S. mail. The decision of the City Manager on an Employee Permit shall be final, subject to judicial review pursuant to Code of Civil Procedure Sections 1094.5 and 1094.6 within ninety (90) calendar days of the date of the decision.
- (g) An Employee Work Permit shall be denied based upon any of the following grounds:
 - (1) The employee-applicant has, at any time, been issued a local or state permit or license to conduct commercial cannabis activities in California or another state and the permit or license has been suspended or revoked, or the applicant has otherwise been sanctioned by or subjected to disciplinary action by any licensing authority or court relating to the permit or license.
 - (2) The employee-applicant has been convicted of a serious or violent offense as listed within California Penal Code Sections 667.5 and 1192.7(c), or has been convicted of any other offense listed within Business and Professions Code Section 26057.
 - (3) The employee-applicant has been convicted of a misdemeanor involving theft, dishonesty, fraud, narcotics sales or narcotic trafficking within the five (5) years preceding the date of the application.
 - (4) The employee-applicant has been convicted of a felony involving the illegal use, possession, transportation, distribution or similar activities related to controlled substances, as defined within the Federal Controlled Substance Act, unless the applicant received a Certificate of Rehabilitation

as defined in said Act.

- (5) The employee-applicant has engaged in misconduct related to the qualifications, functions or duties of his or her position with the commercial cannabis business.
 - (6) The applicant has engaged in unlawful, fraudulent, unfair, or deceptive business practices as defined by the Arvin Municipal Code and/or state or federal law.
 - (7) The employee-applicant is under the age of twenty-one (21), or any age as may be set by state law.
 - (8) The employee-applicant meets any of the conditions identified within Business and Professions Code Section 26057(b).
- (h) Each employee work permit shall expire twelve (12) months after the date of its issuance and must thereupon be renewed. The procedures and requirements for applying for and obtaining a renewal of an employee work permit shall be the same as for initial issuance of such permit. It shall be unlawful and a violation of this Chapter for any person to act as an employee or independent contractor for a commercial cannabis at any time without a valid and current Employee Work Permit issued pursuant to this Section.
- (i) The City Manager may suspend or revoke an Employee Work Permit when the employee or independent contractor has committed any of the following acts:
- (1) Any action which would be grounds for denial of an Employee Work Permit.
 - (2) Any violation of this Chapter, the Arvin Municipal Code, or any other applicable state or federal law governing the commercial cannabis business or activity.
- (j) Prior to suspending or revoking an Employee Work Permit, the City Manager shall conduct a hearing. Written notice of the hearing shall be provided to the employee or independent contractor at least five (5) calendar days prior to the hearing. The notice shall contain the basis for suspending or revoking the Employee Work Permit. Notice may be provided by either personal service or U.S. mail. After the hearing, the City Manager shall provide notice of the decision whether to suspend or revoke the Employee Work Permit, which notice shall be given in the same manner applicable to the notice of hearing. The decision of the City Manager shall be final, subject to judicial review pursuant to Code of Civil Procedure Sections 1094.5 and 1094.6 within ninety (90) calendar days of the date of the decision. The employee or independent contractor has no right to appeal the decision to the City Council.

- (k) The City Manager may immediately suspend an Employee Work Permit without notice or a hearing, subject to a subsequent hearing prior to reinstatement or revocation pursuant to subsection (j), under the following circumstances:
- (1) The employee or independent contractor is convicted of a public offense in any court for the violation of any law which would be grounds for denial of an Employee Work Permit.
 - (2) The City Manager or Chief of Police determines that immediate suspension is necessary to protect the public health, safety and welfare of the community. The City Manager shall provide notice of the grounds for immediate suspension of the Employee Work Permit and the suspension shall only be for as long as reasonably necessary to address the grounds which led to the suspension.

Section 17.64.100 Right to Occupy and to Use Property.

As a condition precedent to the City's issuance of a commercial cannabis permit pursuant to this Chapter, any person intending to open and to operate a commercial cannabis business shall provide sufficient evidence of the legal right to occupy and to use the proposed location. In the event the proposed location is leased from another person, the applicant for a permit under this Chapter shall provide a signed and notarized statement from the owner of the property to demonstrate the property owner has acknowledged and has consented to the operation of a commercial cannabis business on the property.

Section 17.64.110 Location of Commercial Cannabis Business - Proximity to Sensitive Uses.

- (a) Commercial cannabis activity shall be a conditional use within the following zoning districts of the City: M-1, M-2, M-3, A-1 and A-2 zoning districts. Commercial cannabis activity is prohibited in all other zoning districts of the City.
- (b) No commercial cannabis business shall be located within one thousand feet (1,000') from any school, day care center, youth center, public park, or public library.
- (c) No commercial cannabis business may operate within any residential zoning district or area of the City.
- (d) A commercial cannabis business generally may not operate adjacent to, across a street or alley from, or within two hundred feet (200') of, any residential zoning district or area of the City. However, if an existing building or facility in a City zoning district enumerated in subsection (a) is located adjacent to or across a street or alley from a residential zoning district or area of the City, a commercial

cannabis business may be permitted to operate in such location if, in the opinion of City Manager, the operation of a commercial cannabis business in such location would not tend to cause a public nuisance, nor a situation which may result in repeated police department responses or a negative impact on the adjacent residential units or dwellings. Any subsequent expansion of a commercial cannabis business permitted to operate in such a location, which expansion requires a new or amended commercial cannabis permit, shall also be subject to a determination by the City Manager that the expansion would not tend to cause a public nuisance or a situation which may result in repeated police department responses or a negative impact on the adjacent residential units or dwellings.

- (e) Commercial cannabis businesses shall be required to comply with all zoning, land use, and development regulations applicable to the underlying zoning district in which they are permitted to establish and operate as set forth in Title 17 of the Arvin Municipal Code.
- (f) Any commercial cannabis business which has been determined by the City Manager to be an existing commercial cannabis business on the effective date of this Chapter shall be exempt from compliance with the limitations prescribed in this Section, unless such location is otherwise determined to constitute a public nuisance or otherwise a disturbance to the adjacent or neighboring uses as determined by the provisions of this Chapter.

Section 17.64.120 Alcohol and Tobacco Restrictions.

- (a) In accordance with Business & Professions Code Section 26054, as may be amended, no commercial cannabis business shall cause or allow the sale (whether retail or wholesale) of alcoholic beverages or tobacco products on its premises.
- (b) No commercial cannabis business shall cause or allow alcoholic beverages to be dispensed or consumed on its premises.
- (c) No commercial cannabis business shall operate in a location that requires persons to pass through a business that sells alcohol or tobacco to access the premises of the commercial cannabis business, or that requires persons to pass through the premises of the commercial cannabis business to access a business that sells tobacco or alcohol.
- (d) No commercial cannabis business shall operate in a location that is adjacent to a

business that sells alcoholic beverages at retail.

Section 17.64.130 Concurrent Regulation with State.

It is the stated intent of this Chapter to regulate commercial cannabis activity in the City concurrently and consistently with State law. Except where an express provision of this Ordinance applies to create an obligation that is more stringent than the minimum standards established by State law, this Chapter shall be construed in accordance with that intent.

Section 17.64.140 Compliance with Laws.

- (a) It shall be the responsibility of the commercial cannabis permit holder, including its owners and operators, to ensure that the permitted commercial cannabis business is, at all times, operating in compliance with all applicable state and local laws and regulations, as amended, and any conditions of approval of a State license or City-issued commercial cannabis permit or other entitlement.
- (b) Nothing in this Chapter shall be construed as an authorization of any action or conduct in violation of state law or local law with respect to the operation of a commercial cannabis business.
- (c) Nothing in this Chapter shall be construed as an authorization by the City, its elected or appointed officials, employees, agents, representatives and/or consultants, collectively or individually, of any conduct in violation of federal law.

Section 17.64.150 Inspections and Enforcement.

- (a) No commercial cannabis business shall commence operation, and no commercial cannabis permit application or conditional use permit application shall be approved for any commercial cannabis business, unless and until:
 - (1) The City Manager and Police Chief have inspected the premises of the commercial cannabis business and reviewed all written procedures, standards and protocols developed by such business pursuant to this Chapter, and have confirmed in writing that the business is in compliance with all applicable requirements of this Chapter and other applicable provisions of the Arvin Municipal Code, any applicable local regulations, and any applicable state laws, administration or enforcement of which is within their jurisdiction; and

- (2) The Fire Chief and Building Official have inspected the premises of the commercial cannabis business and reviewed all written procedures, standards and protocols developed by such business pursuant to this Chapter, and have confirmed in writing that the premises are in compliance with the California Building Standards Code and the State Fire Marshal regulations, as adopted by the City, and all other applicable building and fire safety-related requirements, administration or enforcement of which is within their jurisdiction.
- (b) In addition to the initial permit inspections pursuant to subsection (a) and after permitted commercial cannabis business activities have commenced, the City Manager, the Building Official, the Police Chief, and the Fire Chief are authorized to conduct reasonable unannounced and suspicionless inspections of the interior and exterior premises of any commercial cannabis businesses at any time during regular business hours (generally eight (8:00) a.m. and seven (7:00) p.m., Monday through Sunday), for the purpose of ensuring compliance with this Chapter and applicable state law as specified in subsection (a).
- (c) Each commercial cannabis business shall be subject to two mandatory inspections conducted pursuant to subsection (b) per calendar year. Notwithstanding the foregoing, further inspections may be conducted at any time in response to complaints received by the City relating to violations on the premises of a commercial cannabis business.
- (d) During all inspections conducted pursuant to this Section, the inspecting officials are authorized to photograph and otherwise document the conditions on the premises, and to take such other measures as are reasonably necessary to ascertain whether the business is in compliance with this Chapter, subject to adherence to all HIPAA rights and all other applicable privacy rights unrelated to the purpose and intent of the inspection. Samples of cannabis and cannabis products may be temporarily taken from the commercial cannabis business and retained for the minimum time and to the minimum extent necessary to ascertain compliance with this Chapter, provided that any such samples shall be logged, recorded, and maintained in accordance with the Arvin Police Department standards for evidence.
- (e) For all inspections required by this Section (not including complaint-based inspections), inspection fees sufficient to cover the costs of such inspections shall be paid by each commercial cannabis business as part of such business' commercial cannabis permit application fees or annual permit fees.
- (f) Failure or refusal of a commercial cannabis business, or any owner, manager, employee or agent thereof, to grant access to the premises of the commercial

cannabis business to facilitate any inspection pursuant to this Section shall constitute a violation of this Chapter, and shall constitute grounds for the City to obtain an inspection warrant to inspect the commercial cannabis business in accordance with State law.

- (g) All inspections shall be subject to adherence to applicable HIPAA rights and other applicable privacy rights unrelated to the purpose and intent of the inspections.
- (h) The requirements and remedies set forth in this Section shall be in addition to all other applicable provisions of the Arvin Municipal Code.

Section 17.64.160 Fees and Charges.

- (a) No person may commence or continue any commercial cannabis activity in the City without timely paying in full all fees, costs, penalties and charges required in connection with the establishment or operation of a commercial cannabis activity. Fees and charges associated with the establishment or operation of a commercial cannabis activity shall be set by resolution or ordinance of the City Council.
- (b) All commercial cannabis businesses operating pursuant to this Chapter shall pay any and all applicable sales, use, business or other taxes, and all license, registration, or other fees required pursuant to federal, state, and local law.

Section 17.64.170 Violations and Enforcement.

- (a) It is unlawful for any person to violate any provision of this Chapter.
- (b) Each and every violation of this Chapter constitutes a misdemeanor punishable in accordance with Chapter 1.08.010 of the Arvin Municipal Code.
- (c) Each and every violation of this Chapter constitutes a public nuisance which may be abated by the City pursuant to the Arvin Municipal Code.
- (d) Violations of this Chapter may be redressed by any and all applicable civil remedies available to the City, including but not limited to civil actions for injunctive relief.
- (e) Violations of this Chapter are subject to all applicable administrative remedies under the Arvin Municipal Code, including but not limited to issuance of administrative citations. Notwithstanding the foregoing, the administrative citation penalty for all violations of this Chapter, within a rolling twelve (12) month period, shall be as follows: one thousand dollars and no cents (\$1,000.00) per violation.
- (f) Any person that violates any provision of this Chapter shall be guilty of a separate offense for each and every day during any portion of which the violation exists. and shall be penalized pursuant to this Chapter and the applicable provisions of

the Arvin Municipal Code.

- (g) The remedies set forth in this Section are cumulative of each other and of any other legal remedies available at law.
- (h) The City Manager may suspend or revoke a commercial cannabis permit when the permit holder or anyone acting on its behalf has committed any of the following acts or maintained any of the following conditions:
 - (1) Any action or condition which would constitute grounds for denial of a commercial cannabis permit.
 - (2) Any violation of this Chapter, the Arvin Municipal Code, any applicable state law governing the commercial cannabis business or activity, or any applicable condition of approval of the commercial cannabis permit or any other entitlement pertaining to the operation of the commercial cannabis business.
- (i) Prior to suspending or revoking a commercial cannabis permit, the City Manager shall conduct a hearing. Written notice of the hearing shall be provided to the permit holder at least five (5) calendar days prior to the hearing. The notice shall contain the basis for suspending or revoking the commercial cannabis permit. Notice may be provided by either personal service, U.S. mail and/or posting or depositing the notice at the commercial cannabis business. After the hearing, the City Manager shall provide notice of the decision whether to suspend or revoke the commercial cannabis permit in the same manner applicable to the notice of hearing. The decision of the City Manager shall be final, subject to judicial review pursuant to Code of Civil Procedure Sections 1094.5 and 1094.6 within ninety (90) calendar days of the date of the decision. The commercial cannabis permit holder has no right to an administrative appeal of the decision.
- (j) The City Manager may immediately suspend a commercial cannabis permit without notice or hearing, subject to a subsequent hearing prior to reinstatement or revocation pursuant to subsection (i), under the following circumstances:
 - (1) The commercial cannabis permit holder is convicted of a public offense in any court for the violation of any law which would be grounds for denial of a commercial cannabis permit.
 - (2) The City Manager, Chief of Police, Fire Chief or any other authorized public safety or building official determines that immediate suspension is necessary to protect the public health, safety and welfare of the community. The City Manager shall provide notice of the grounds for immediate suspension of the commercial cannabis permit, and the suspension shall only be for as long as reasonably necessary to address the grounds which led to the suspension.

Section 17.64.180 Limitations on City's Liability.

To the fullest extent permitted by law, the City shall not assume any liability whatsoever with respect to having issued a commercial cannabis permit or otherwise approving the operation of any commercial cannabis business pursuant to this Chapter. As a condition of approval of any commercial cannabis permit issued pursuant to this Chapter, the person to which a commercial cannabis permit is issued shall be required to meet all of the following conditions:

- (a) Execute an agreement indemnifying, defending (at its sole cost and expense), and holding the City and its officers, employees, representatives, and agents harmless from any and all claims, losses, damages, injuries or liabilities associated with permitting or approving the operation of a commercial cannabis activity or the operation thereof or associated with the commercial cannabis business or its members' violation of any federal, state or local laws.
- (b) Maintain insurance at coverages, limits, and with conditions thereon determined necessary by the City Manager, in consultation with the City Attorney. Commercial General Liability insurance shall be maintained at all times with coverage limits that meet or exceed two million dollars (\$2,000,000.00) per occurrence and in the aggregate. In the alternative to maintaining Commercial General Liability insurance, a commercial cannabis permit holder may post a bond, in a form subject to approval by the City Attorney, with the City in the minimum amount of two million dollars (\$2,000,000.00). The City Manager may, in his or her sole discretion, increase the minimum bond amount required by a commercial cannabis permit holder.
- (c) Reimburse the City for any and all costs and expenses, including attorneys' fees and costs and court costs, that the City may be required to pay as a result of any legal challenge related to the City's approval of a commercial cannabis permit pursuant to this Chapter or the City's approval of the operation of a commercial cannabis activity. The City may, at its sole discretion, participate at its own expense in the defense of any such action, but such participation shall not relieve the obligations imposed under this Section.

The City may revoke a commercial cannabis permit for failure to maintain the required insurance or bond. The City may provide a commercial cannabis permit holder with written notice of its intent to revoke the commercial cannabis permit and for failure to maintain the required insurance or bond. Within seven (7) calendar days from the date upon the notice of intent to terminate, a commercial cannabis permit holder shall tender to the City proof that it has obtained the required insurance or posted the required bond. If a commercial cannabis permit holder fails to timely provide proof of the required insurance or bond to the City, the commercial cannabis permit shall be revoked and the commercial cannabis permit holder shall immediately cease all commercial cannabis business activities. Failure to immediately cease all commercial cannabis business

activities shall subject the commercial cannabis permit holder to the penalties, enforcement and cost recovery provisions established within the Arvin Municipal Code and any other legal remedies available to the City.

Section 17.64.190 Commercial Cannabis Permit Application Procedures and Requirements.

- (a) In addition to the authority granted pursuant to the express provisions of this Section and Chapter, to the extent consistent with this Chapter and other applicable law, the City Council may by resolution adopt such fees, and the City Manager may adopt such forms and procedures, as are necessary to implement this Chapter with respect to the review, processing, evaluation, selection, investigation, approval, denial, renewal, suspension, and revocation of commercial cannabis permits and related appeals.
- (b) The owner of a proposed commercial cannabis operation shall file an application with the City Manager upon a form provided by the City and shall pay an application filing fee as established by resolution of the City Council, as may be amended from time to time. The fee may be established as a trust deposit for actual costs. The fee, or the initial trust deposit, shall be in an amount the City Manager estimates will cover the costs of reviewing and processing the application. If a trust deposit-based fee is established, it shall be used and drawn upon as a retainer to cover the actual costs incurred by the City. If the initial amount of the trust deposit is not sufficient, the applicant shall provide additional amounts as necessary within thirty (30) days of a request from the City. If the applicant fails to do so, application review and processing shall cease and shall not continue until such additional amounts are paid.
- (c) Each commercial cannabis permit application shall contain, at minimum, the following:
 - (1) The printed full name, signature, date of birth, social security number, a color photocopy of the California Driver's license or equivalent form of identification approved by the City Manager, and current address and telephone number of all owners of and responsible persons for the commercial cannabis business that is the subject of the application.
 - (2) Signed consent of each owner and responsible person, who is identified pursuant to subsection (c)(1) and who is not required to obtain an employee work permit pursuant to Section 17.64.090, to a fingerprint-based state and federal criminal history records check conducted by the City or an agency authorized or requested to do so by the City, including but not limited to fingerprint analysis conducted utilizing the California Department of Justice Live Scan system or any other system deemed necessary or appropriate in the discretion of the City Manager.

- (3) The address of the commercial cannabis business to which correspondence from the City is to be sent, if other than the permitted premises.
- (4) The names and addresses of all businesses operated by, and the employment of, the applicant and its owners for the five (5) years immediately preceding the date of the application.
- (5) Any litigation in which the applicant(s) has been involved within the five (5) years immediately preceding the date of the application and a statement of whether any business currently operated by the applicant(s) or operated by the applicant(s) within the five (5) years immediately preceding the date of the application has been investigated or the permit or license authorizing the operation of such business has been revoked or suspended within the five (5) years immediately preceding the date of the application.
- (6) The address of any commercial cannabis business currently being operated by the applicant or any of its owners, or which has been previously operated by any of them.
- (7) The existing and/or anticipated supply sources and product supply chain for all cannabis and cannabis products entering and leaving the commercial cannabis business, including the site(s) where cultivation occurs, where the cannabis or cannabis products are processed or manufactured, where any required testing of cannabis or cannabis products occurs, and distribution information. Packaging and labelling information and criteria, demonstrating compliance with Section 17.64.240(w), shall also be included.
- (8) The names, telephone numbers, and color photocopies of California driver's licenses or other identification cards as approved by the City Manager, of all employees, volunteers and independent contractors to be regularly engaged in the operation of the commercial cannabis business.
- (9) Odor control devices and techniques demonstrating compliance with Section 17.64.240(i), sufficient to prevent odors from cannabis from being detectable off of the premises.
- (10) Procedures for safety and adequately identifying, storing, managing, and disposing of all litter, waste, hazardous materials, contaminants, or adulterated, deteriorated or excess cannabis or cannabis products or byproducts of the commercial cannabis business, and demonstrating compliance with Section 17.64.240(t).
- (11) Information reflecting adequate capitalization of the commercial cannabis business.

- (12) Procedures for inventory control to prevent diversion of cannabis and cannabis product, employee screening, storage of cannabis and cannabis product, personnel policies, and record-keeping procedures.
- (13) A detail of the operating procedures to be utilized at the facility, including a description of how chemicals and fertilizers will be stored, handled, used and disposed of, manufacturing methods, the transportation process, inventory procedures, and quality control procedures.
- (14) A site plan and floor plan of the premises of the commercial cannabis business denoting the property lines and the layout of all structures and areas of the commercial cannabis business including storage, cultivation, manufacturing, testing, distributing, reception or waiting areas, and all ancillary support spaces, and the relationship of the facility to adjacent properties and land uses, indicating compliance with the California Building Standards Code and Title 17 of the Arvin Municipal Code.
- (15) A plan for the proposed signage at the site, including size, height, colors and design of all signage, demonstrating compliance with Section 17.64.240(g). A City sign permit issued pursuant to applicable provisions of the Arvin Municipal Code shall be required.
- (16) A security plan satisfactorily addressing all required security measures identified in Section 17.64.080 and lighting as required by Section 17.64.240(x).
- (17) Standard operating procedures detailing how operations will comply with state and local regulations, how safety and quality of products will be ensured, record-keeping procedures for financing, testing, and adverse event recording, and product recall procedures.
- (18) Proposed days and hours of operation.
- (19) Recycling and waste disposal procedures reflecting, to the extent practicable, efficiency and conservation of materials and resources used in the commercial cannabis business.
- (20) Youth access restriction procedures demonstrating compliance with Section 17.64.240(h).
- (21) A transportation plan providing procedures for safely and securely transporting all cannabis, cannabis products and currency to and from the premises.
- (22) A detailed description of energy and water usage plan enumerating best practices and leading industry practices in efficient utilization of both

resources.

- (23) Evidence of compliance with all applicable insurance-related requirements of this Chapter and State law, including but not limited to Section 17.64.180. Endorsements reflecting the City's status as an additional insured on all required policies shall also be included.
 - (24) A copy of the valid and current City business license held by the applicant.
 - (25) A copy of the valid and current seller's permit issued by the California Department of Tax and Fee Administration (formerly the Board of Equalization) to the applicant, or confirmation from said agency that a seller's permit is not required. If a seller's permit is required but the applicant has not yet received it, an attestation that the applicant is currently applying for a seller's permit shall suffice, provided that a copy of the permit shall be provided to the City immediately upon being obtained by the applicant, and the applicant shall not commence activities for which a seller's permit is required until it is obtained.
 - (26) Identification of any and all other licenses and permits currently or formerly held by the applicant, and any other applications pending review for the applicant, relating to commercial cannabis activities, from any licensing or permitting authority, and specific identification of any licenses or permits denied to, suspended for, or revoked from the applicant.
 - (27) Signed acknowledgment of the requirements of this Chapter, including bi-annual inspections as established within Section 17.64.150.
 - (28) Signed authorization for the City Manager to seek verification of the information contained in the application.
 - (29) A signed statement by the applicant that he or she certifies under penalty of perjury that all the information contained in the application is true and correct.
 - (30) Any other information deemed necessary by the City Manager.
- (d) A commercial cannabis permit application may be denied based upon any of the following grounds:
- (1) The applicant has been issued a state or local permit or license to conduct commercial cannabis activities (in California or another state) and the permit or license has been suspended or revoked, or the applicant has otherwise been sanctioned or subjected to administrative disciplinary action relating to the permit or license by any licensing or permitting

authority, or the applicant has been involved in a cannabis business that was ordered closed by a civil injunction or other court order based on a violation of law.

- (2) The applicant, or any owner or responsible person of the commercial cannabis business that is the subject of the application, has been convicted of a serious or violent offense as listed within California Penal Code Sections 667.5 and 1192.7(c), or the applicant has been convicted of any other offense listed within Business and Professions Code Section 26057.
- (3) The applicant, or any owner or responsible person of the commercial cannabis business that is the subject of the application, has been convicted of a misdemeanor involving theft, dishonesty, fraud, narcotics sales or narcotic trafficking within the five (5) years preceding the date of the application.
- (4) The applicant, or any owner or responsible person of the commercial cannabis business that is the subject of the application, has been convicted of a felony involving the illegal use, possession, transportation, distribution or similar activities related to controlled substances, as defined within the Federal Controlled Substance Act, unless the applicant received a Certificate of Rehabilitation as defined in that Act, within the ten (10) years preceding the date of the application.
- (5) The applicant, or any owner or responsible person of the commercial cannabis business that is the subject of the application, has engaged in misconduct related to the ownership, qualifications, functions or duties of their position with the commercial cannabis business.
- (6) The applicant, or any owner or responsible person of the commercial cannabis business that is the subject of the application, has engaged in unlawful, fraudulent, unfair, or deceptive business practices as defined by the Arvin Municipal Code and/or state or federal law.
- (7) The applicant, or any owner or responsible person of the commercial cannabis business that is the subject of the application, is under the age of twenty-one (21).
- (8) The applicant has violated or failed to comply with any of the requirements of this Chapter or other applicable state or local laws or regulations, or any condition of any entitlement issued to the commercial cannabis business, as determined by the City Manager.
- (9) The applicant has not been issued a conditional use permit pertaining to the location of the commercial cannabis business pursuant to Section 17.64.210 and Chapter 17.56.

A conviction within the meaning of this Chapter means a plea or verdict of guilty or a conviction following a plea of nolo contendere.

This Section shall not constitute an exhaustive list of grounds for denial of a commercial cannabis application. The City Manager may promulgate regulations identifying additional grounds for denial.

- (e) The City Manager shall review each application to determine whether it contains all of the required information. If the application does not contain all of the required information, it shall be returned to the applicant for completion. The City Manager shall endeavor to conclude his or her review within ninety (90) days of the filing of the application. If additional time is necessary, the City Manager will advise the applicant of an estimated review time.
- (f) In reviewing an application for a commercial cannabis permit, the City Manager may request whatever additional information is deemed necessary to determine whether the application meets the requirements of this Chapter or other applicable local laws or regulations.
- (g) The City Manager shall have the authority to either approve or deny the application for a commercial cannabis permit. The City Manager shall approve the application if and only if it meets all applicable requirements of this Chapter. Notwithstanding any other provision of this Chapter, the City Manager, when approving a commercial cannabis permit, may place any additional limitations and conditions on the operation of a commercial cannabis business as he or she deems necessary, consistent with the with this Chapter and any regulations promulgated pursuant hereto.
- (h) Payment of an annual commercial cannabis permit fee, in an amount set by resolution of the City Council sufficient to cover the City's annual costs of administering the mandatory regulatory functions of this Ordinance in regards to the permitted commercial cannabis business, including but not limited to inspections, audits and investigations, shall be required before issuance or renewal of any commercial cannabis permit pursuant to this Chapter. The fee may be established as a trust deposit for actual costs. The fee, or initial trust deposit, shall be in an amount the City Manager estimates will cover the City's annual costs as described in this paragraph. If a trust deposit-based fee is established, the trust deposit shall be used and drawn upon as a retainer to cover the actual costs incurred by the City. If the initial amount is not sufficient, the applicant shall provide additional amounts as necessary upon request from the City. Failure to pay such additional amounts within thirty (30) days of a request by the City shall constitute a violation of this Ordinance and grounds for denial, non-renewal or revocation of the subject commercial cannabis permit.
- (i) When an application is denied, the City Manager shall provide a statement of

decision giving the reasons for the denial and the findings upon which the decision is based. Notice of the denial may be provided by either personal service or U.S. mail. Notice is presumed to be served upon the applicant once deposit into the U.S. mail. Any person denied a commercial cannabis permit shall have the right to appeal such denial in accordance with this Section.

- (j) Any appeal of a denial of an application shall be filed and conducted as prescribed in this subsection.
 - (1) Within ten (10) calendar days from the date of the denial of an application, the aggrieved party may appeal such action by filing with the City Clerk a written appeal setting forth the grounds for reversing the denial. The time requirement for filing an appeal shall be deemed jurisdictional and may not be waived. Appeals not timely filed or not setting forth the basis for the appeal are defective and shall be dismissed.
 - (2) Upon receipt of such written appeal, the City Clerk shall set the matter for a hearing before the City Manager. The hearing shall be conducted pursuant to the following procedures:
 - i. All hearings shall be recorded. Any party may, at their sole expense, have the hearing transcribed by a certified shorthand reporter;
 - ii. Hearings need not be conducted according to the technical rules of evidence;
 - iii. Any relevant evidence shall be admitted, regardless of the existence of any common law or statutory rule which might make improper the admission of such evidence over objection in civil actions in courts of competent jurisdiction in this state;
 - iv. Oral evidence shall be taken only on oath or affirmation. The City Manager shall have the power to administer oaths;
 - v. Irrelevant and unduly repetitious evidence shall be excluded;
 - vi. Each party shall have the right to: call and examine witnesses on any matter relevant to the issues of the hearing; introduce documentary and physical evidence; cross-examine opposing witnesses on any matter relevant to the issues of the hearing, subject to the control of the City Manager, including the imposition of reasonable alternatives to cross-examination; impeach any witness regardless of which party first called the witness to testify; rebut the evidence; and be represented by anyone who is lawfully permitted to do so;

- vii. The City Manager may take official notice, either during the hearing or after submission of the matter for decision, of any fact which may be judicially noticed by the courts of this state or of official records, regulations, rules, and decisions of state and local agencies, boards and departments and of City ordinances. In addition, the City Manager may take official notice of matters in its own files and of prior proceedings under this chapter involving the same issues. If applicable, the City Manager may also take official notice of any generally accepted technical or scientific matter within their expertise. The parties present at the hearing shall be informed of the matters to be noticed, and those matters should be noted in the record, referred to therein, or appended thereto. Any such party shall be given a reasonable opportunity on request to refute the officially noticed matters by evidence or by written or oral presentation of authority; and
- viii. The City Manager may provide for reasonable continuances of the hearing, on his/her own initiative or at the request of a party, as necessary to properly conduct the appeal.

The hearing shall be set for hearing in a reasonable time after the date of filing the appeal with the City Clerk, but in no event later than ninety (90) days from the date of such filing. At least ten (10) days prior to the date of the hearing on the appeal, the City shall notify the appellant of the time and the place of the hearing. Notice may be provided by either personal service or U.S. mail. Notice is presumed to be served upon deposit into the U.S. mail.

- (3) At the conclusion of the hearing, the City Manager shall deliberate and reach a decision within fifteen (15) calendar days. The decision and the reason(s) for the decision shall be reduced to writing. The City Manager may affirm, reverse, or modify the denial issued pursuant to this Code as the facts and law warrant, subject to the following limitations:
 - i. The City Manager shall not have authority to waive any requirements of the Arvin Municipal Code or other applicable law.
 - ii. Nothing in these procedures shall be deemed to authorize the City Manager to deviate from unambiguous provisions of the governing code or statute, or well established interpretations of the same, based upon expert opinions or other reliable evidence.

A copy of the decision shall be sent by mail or otherwise to the appellant. Where known, a copy may also be provided by email.

- (4) The decision of the City Manager shall be subject to a further administrative appeal to the Planning Commission, which shall be conducted in accordance with the procedures and requirements applicable to the appeal to the City Manager pursuant to this subsection. The decision of the Planning Commission shall be subject to further administrative appeal to the City Council, which shall be conducted in accordance with the procedures and requirements applicable to the appeal to the City Manager pursuant to this subsection.
- (5) The decision of the City Council on the appeal shall constitute a final administrative decision. The appellant may thereafter file a petition for writ of mandate in superior court pursuant to Code of Civil Procedure Section 1094.5 and 1094.6 within ninety (90) calendar days of the date of the decision.

Section 17.64.200 Development Agreement.

A qualified applicant, pursuant to subsection (b) of this Section, may apply to enter into a development agreement with the City pertaining to a commercial cannabis operation. The provisions of this Section shall apply to such applications.

- (a) Content and Procedures.
 - (1) Development agreements entered into pursuant to this Chapter shall set forth the terms and conditions under which the commercial cannabis business will operate that are in addition to the requirements of this Chapter, including, but not limited to, public outreach and education, community benefit, community service, payment of fees and other charges as mutually agreed, and such other terms and conditions that will protect and promote the public health, safety, and welfare of the City.
 - (2) The procedures for commercial cannabis development agreements shall comply with this Chapter, Chapter 16.40 of the Arvin Municipal Code, and Article 2.5 of Chapter 4 of Division 1 of Title 7 of the California Government Code. To the extent there is a conflict between this Chapter and Chapter 16.40 of the Arvin Municipal Code with respect to a development agreement for a commercial cannabis business, this Chapter shall govern.
- (b) Qualified Applicant. Development agreements are for substantial development projects, often requiring an investment in infrastructure and/or improvements, and payment of development impact fees. Such agreements are special contracts to be negotiated with property owners or those with an interest in the land. A qualified

applicant is a person who meets all of the following criteria, with satisfaction of each criterion to be determined in the sole discretion of the City Manager:

- (1) The applicant has a pending or approved application for a commercial cannabis permit and a pending or approved application for a conditional use permit pursuant to Section 17.64.210 and Chapter 17.56 on file with the City pertaining to the real property that will be subject to the development agreement;
 - (2) The applicant holds a legal or equitable interest in the real property that will be the site of the commercial cannabis business. If the applicant does not own the property, the applicant must have a legal right to purchase or develop the property and/or notarized written consent from the owner of the property to operate a commercial cannabis business on the property and to enter into a development agreement with the City pertaining to the property.
- (c) Filing Requirements.
- (1) Only a qualified applicant may file an application to enter into a development agreement. An applicant shall provide, to the satisfaction of the City Manager, written proof of meeting the criteria in subsection (b) above, as well as proof of the authority of any agent or representative to act for the applicant.
 - (2) The City Manager shall prescribe the form for each application, notice and documents provided for or required under this Section for the preparation and implementation of development agreements. The applicant shall complete and submit such an application form to the City Manager, along with a deposit for the estimated direct and indirect costs of processing the development agreement. Each applicant pursuant to this Section shall be required to pay a development agreement application fee, in an amount established by resolution of the City Council, sufficient to cover the City's costs of review and processing of the development agreement application pursuant to this Section and/or Chapter 17.56. The fee may be established as a trust deposit for actual costs. The fee, or the initial trust deposit, shall be in an amount the City Manager estimates will cover the costs of reviewing and processing the application. If a trust deposit-based fee is established, the trust deposit shall be used and drawn upon as a retainer to cover the actual costs incurred by the City. If the initial trust deposit is not sufficient, the applicant shall provide additional amounts as necessary within thirty (30) days upon of a request from the City. If the applicant fails to do so, the application review and processing shall cease and shall not continue until such additional amounts are paid.

- (3) The City Manager shall require an applicant to submit such information and supporting data as the City Manager considers necessary to process the application, including but not limited to a community benefit assessment to evaluate the benefits the development agreement will provide to the community.
- (d) Processing Requirements.
 - (1) The City Manager shall endorse on the application the date it is received. An application or related document shall not be complete until an estimated deposit for the cost of processing has been paid to the City. The City Manager shall review the application and determine any additional requirements necessary to complete processing of the application. If within thirty (30) days of receiving the application the City Manager finds that all required information has not been submitted or the application is otherwise incomplete or inaccurate, the processing of the application and the running of any limits shall be suspended upon written notice to the applicant and a new thirty (30) day period shall commence once the required material is received by the City Manager.
 - (2) If the City Manager finds that the application is complete, it shall be accepted for filing and the applicant so notified. After receiving the required information and determining that the application is complete, the City Manager shall prepare a staff report and recommendation to the Planning Commission and City Council stating whether or not the agreement as proposed or in an amended form would be consistent with policies of the City, this Chapter and any applicable general or specific plan. The City Attorney shall review the proposed development agreement as to legal form.
 - (3) Notice of a hearing regarding the development agreement shall be given by the City Manager and shall comply with the requirements of Section 65867 of the California Government Code, as may be amended, as well as in the manner set forth in this Code.
 - (4) The Planning Commission shall review the proposed development agreement and provide a recommendation to the City Council to approve, approve with modifications or deny the proposed development agreement. If the Planning Commission fails to take action within sixty (60) days of opening the hearing on the matter, such failure shall be deemed to have made a recommendation of denial to the City Council unless the applicant has requested an extension of time, either in writing or on the record, which has been approved by the Planning Commission prior to the running of the sixtieth day.

- (5) The proposed development agreement shall be set for hearing and consideration before the City Council within sixty (60) days of the recommendation of the Planning Commission, unless the applicant agrees in writing to an extension of time with the City Manager prior to the matter being heard by the City Council.
 - (6) Within ten (10) calendar days after the City enters into any development agreement pursuant to this Section, the City Clerk shall have the agreement recorded with the County Recorder. If the parties to the agreement or their successors in interest amend or cancel the agreement as provided in Section 65868 of the California Government Code, or if the City terminates or modifies the agreement as provided in Section 65865.1 of the California Government Code for failure of the applicant to comply in good faith with the terms or conditions of the agreement, the City Clerk shall have notice of such action recorded with the County Recorder.
- (e) Findings and Development Agreement Conditions. After the City Council completes the public hearing, the City Council may not approve the development agreement unless it finds that the provisions of the agreement:
- (1) Are consistent with the goals, objectives, and policies of the general plan and any applicable specific plan;
 - (2) Are compatible with the uses authorized in and the regulations prescribed for the zoning district and area in which the real property is located;
 - (3) Will not be detrimental to the health, safety, environmental quality, and general welfare of the community;
 - (4) Will provide for or result in contributions, services or facilities that benefit the community, which may include, but are not limited to, public facilities, improvements, and services, parks, recreation and open space improvements, public art, youth sports programs, other public youth benefit programs, substance abuse awareness and recovery programs, and other public service programs.
 - (5) Will not adversely affect the orderly development of property or the preservation of property values;
 - (6) Provides for payment by the applicant of all costs associated with preparing and entering into the agreement; and
 - (7) Provides for a reasonable penalty for any violation of the development agreement.
- (f) Effectiveness of a development agreement pursuant to this Section shall be

contingent upon issuance of a commercial cannabis permit and all other entitlements necessary to operate a commercial cannabis business on the subject property.

- (g) Modifications and Extensions.
 - (1) The provisions of Section 65868 of the California Government Code shall apply for all modifications, extensions or other amendments of the terms of a development agreement subject to this Chapter.
 - (2) Either party may propose an amendment or termination of an approved development agreement subject to the following:
 - (i) The procedure for amending or terminating the development agreement is the same as the procedure for entering into an agreement in the first instance.
 - (ii) The development agreement may be amended or cancelled only by the mutual consent of the parties, as provided in Section 65868 of the California Government Code.
 - (3) Nothing herein shall limit the City's ability to terminate or modify the agreement consistent with Section 65865.1 or 65865.3 of the California Government Code, or as may be amended.

Section 17.64.210 Conditional Use Permits.

- (a) Except as otherwise stated herein, the procedure for filing of applications, payment of filing fees, investigations, notices, public hearings, findings, and appeals of denials of conditional use permits required for commercial cannabis businesses pursuant to this Chapter shall be as stated in Section 17.56.020, as may be amended.
- (b) Applications. In addition to the application requirements pursuant to Section 17.56.020, as amended, applications for conditional use permits for commercial cannabis businesses pursuant to this Chapter shall contain the following information:
 - (1) The City zoning district, street address, legal description, and assessor's parcel number of the subject real property to be used as the site of the commercial cannabis operation.

- (2) A general description of the subject property and the area surrounding the subject property, including proposed and existing land uses and existing physical characteristics.
- (3) Payment of the required application fee pursuant to subsection (c).
- (4) A statement of whether the subject property is located within 1,000 feet of any school, day care center, youth center, park or library.
- (5) A statement of whether the subject property is located adjacent to or across a street or alley from any residential zoning district of the City.
- (6) An agreement by the applicant to comply with all state and local laws and regulations applicable to the operation of the proposed commercial cannabis business on the subject property, including but not limited to the prohibitions of Section 17.64.120 relating to the sale and consumption of alcohol on the premises of the proposed commercial cannabis business.
- (7) An agreement by the applicant to comply with the terms of any and all mitigation measures adopted, imposed or adhered to by the City pursuant to the California Environmental Quality Act relating to or affecting the operation of a commercial cannabis business on the subject property.
- (8) An agreement by the applicant to indemnify, defend (at its sole cost and expense), and hold harmless the City and its officers, employees, representatives, and agents from any and all claims, losses, damages, injuries or liabilities associated with permitting or approving the operation of a commercial cannabis activity or the operation thereof on the site, or associated with the commercial cannabis business or its members' violation of any federal, state or local laws.
- (9) A statement in writing by the applicant that he or she certifies under penalty of perjury that all the information contained in the application is true and correct.

- (10) Any other deemed necessary, by the City Manager, in his or her discretion, to determine whether the applicant meets the requirements of this Chapter or other applicable requirements of state or local laws or regulations, or to further the purpose and intent of this Chapter.
- (c) Each applicant for a conditional use permit pursuant to this Section shall be required to pay a conditional use permit application fee, as established by resolution of the City Council, sufficient to cover the City's costs of review and processing of the conditional use permit application pursuant to this Section and/or Chapter 17.56. The fee may be established as a trust deposit for actual costs. The fee, or the initial trust deposit, shall be in an amount the City Manager estimates will cover the costs of reviewing and processing the application. If a trust deposit-based fee is established, the trust deposit shall be used and drawn upon as a retainer to cover the actual costs incurred by the City. If the initial trust deposit is not sufficient, the applicant shall provide additional amounts as necessary within thirty (30) days of a request from the City. If the applicant fails to do so, the application review and processing shall cease and shall not continue until such additional amounts are paid.
- (d) Conditions of Approval.
 - (1) No conditional use permit shall be granted to a commercial cannabis business unless and until:
 - (i) The applicant has submitted a completed application for a commercial cannabis permit to the City Manager pursuant to Section 17.64.190, including payment of all required application fees;
 - (ii) The applicant has paid the required conditional use permit application fee and submitted all information and documentation required pursuant to this section; and

All required inspections have been conducted pursuant to Section 17.64.150, and all inspection authorities have approved the proposed business and premises pursuant to said inspections.

- (2) A conditional use permit pursuant to this Section may be issued contingent upon the applicant obtaining a commercial cannabis permit and all other necessary entitlements pertaining to the operation of a commercial cannabis business pursuant to this Chapter.
 - (3) The City Manager, the Building Official, the Fire Chief, and the Chief of Police may recommend conditions of approval which may be imposed by the Planning Commission in connection with any conditional use permit granted by the Planning Commission pursuant to this Section.
- (e) Approval; Required Findings. The Planning Commission shall not approve any application for a conditional use permit pursuant to this Section unless and until it makes all of the following findings:
- (1) The commercial cannabis business satisfies all requirements of this Section and all other requirements of this Chapter pertaining to the location of the commercial cannabis business.
 - (2) The commercial cannabis business satisfies all requirements of Chapter 17.56.
 - (3) The proposed land use will be compatible with the uses authorized in and the regulations prescribed for the zoning district and area in which the premises of the business is located.
 - (4) The proposed land use not be detrimental to the health, safety, environmental quality, and general welfare of the community.

- (5) Issuance of the conditional use permit is consistent with the terms of any development agreement entered into pursuant to Section 17.64.200.
- (6) Issuance of the conditional use permit is in compliance with the California Environmental Quality Act (CEQA), and the applicant has agreed to comply with all applicable CEQA mitigation measures.
- (f) **Suspension and Revocation.** The City's Planning Commission may suspend or revoke a conditional use permit issued to a commercial cannabis business in accordance with Chapter 17.56. Notwithstanding the foregoing, in addition to the grounds set forth in Chapter 17.56 for suspension or revocation of a conditional use permit, failure to utilize the subject property for the use authorized in a conditional use permit within six months of its issuance, unless an extension is granted by the City Manager, shall constitute a basis for denial or suspension of the conditional use permit.

Section 17.64.220 Records and Reporting.

- (a) Commercial cannabis operations shall maintain on the permitted premises the following records either in paper or electronic form:
 - (1) The full name, address, and telephone numbers of the owner and lessee of the property.
 - (2) The name, date of birth, address, and telephone number of each employee and independent contractor of the commercial cannabis operation; the date each was hired or retained; and the nature of each person's participation in the commercial cannabis business.
 - (3) Copies of all required state licenses.
 - (4) An inventory record documenting the dates and amounts of cannabis and cannabis products received at the site, the daily amounts of cannabis and cannabis products on the site, and the daily amounts of cannabis and cannabis products leaving the site for any reason, including but not limited to cannabis that is sold, delivered, or distributed.
 - (5) A written accounting of all expenditures, costs, revenues and profits of the commercial cannabis operation, including but not limited to cash and in-kind transactions.
 - (6) A copy of all insurance policies related to the operation of the commercial cannabis operation.

- (7) A copy of the commercial cannabis operation's most recent year's financial statement and tax return.
 - (8) Proof of a valid and current permit issued by the City in accordance with this chapter, and the equivalent State of California license to operate the commercial cannabis business. Every commercial cannabis business shall display at all times during business hours the City permit issued pursuant to the provisions of this Chapter, and the equivalent State license, in a conspicuous place so that it may be readily seen by all persons entering the location of the commercial cannabis operation.
- (b) Subject to HIPAA rights and regulations unrelated to the purpose and intent of the inspection, each commercial cannabis business shall allow City officials, upon request, to inspect all books, accounts, records, information and data required to be maintained by the cannabis business pursuant to this Chapter or otherwise relevant to its permitted activities for the purpose of facilitating any inspection, audit or investigation deemed necessary by the City. Such records shall be produced within twenty-four (24) hours after receipt of the City's request.
 - (c) By December 1 of each year, each commercial cannabis business shall file with the City Manager a complete audited report detailing its financial operations for the previous fiscal year, including its gross revenues, net profits, and total expenditures, which report shall be certified by an independent certified public accountant in accordance with generally accepted auditing and accounting principles. The report shall also include a discussion, analysis, and verification of each of the records required to be maintained pursuant to this Chapter. The information contained in the report shall be made available to the City in standard electronic format which shall be compatible with Microsoft Office programs and software and which can easily be imported into either Excel, Access or any other contemporary software designated by the City Manager, and shall be subject to audit by the City.
 - (d) All records required by this Chapter shall be maintained by commercial cannabis businesses for a period of not less than seven (7) years, and commercial cannabis businesses shall maintain accurate records of all commercial cannabis activities. All such records shall be made available for immediate inspection by the City upon request consistent with California Business and Professions Code Section 26160.

Section 17.64.230 Prohibition on Transfer of Commercial Cannabis Permits.

- (a) No commercial cannabis business shall operate under a commercial cannabis permit issued pursuant to this Chapter at any place or location other than that identified in the commercial cannabis permit.

- (b) Any permit issued pursuant to this Chapter shall be null and void upon sale or transfer of ownership of the commercial cannabis business unless prior approval is given by the City Manager and the proposed transferee submits all required application materials, pays all applicable fees and charges, and independently meets the requirements of this Chapter.
- (c) Any attempt to transfer or any transfer of a commercial cannabis permit issued pursuant to this Chapter shall be void and the commercial cannabis permit shall be deemed immediately revoked and no longer of any force or effect.

Section 17.64.240 General Operating Requirements for Commercial Cannabis Businesses.

In addition to those operating requirements specifically set forth elsewhere in this Chapter and except as may otherwise be expressly set forth in this Chapter, the following operating requirements shall apply to all commercial cannabis businesses operating in the City:

- (a) **Hours of Operation.** Normal business hours for commercial cannabis businesses are eight (8:00) a.m. and seven (7:00) p.m., Monday through Sunday. Subject to the night-time operating restrictions applicable to deliveries set forth in Section 17.64.280, commercial cannabis businesses may operate outside normal business hours, provided that any business activity conducted outside of normal business hours shall be sensitive to surrounding land uses and occupants and shall not result in excessive light, noise or other impacts that could cause a nuisance to members of the surrounding community.
- (b) **Restriction on Consumption.** Cannabis shall not be consumed on the premises of any commercial cannabis businesses, except that medicinal cannabis may be consumed within a clinic, health care facility, residential care facility, or residential hospice licensed pursuant to applicable provisions of the California Health & Safety Code, as stated in Section 8.29.06 of the Arvin Municipal Code.
- (c) **No cannabis or cannabis products or graphics depicting cannabis or cannabis products shall be visible from the public right-of-way or other public area or any adjacent property. No outdoor storage of cannabis or cannabis products is permitted at any time.**
- (d) **Reporting and Tracking of Product and of Gross Sales.** Each commercial cannabis business shall have in place a point-of-sale tracking system to track and to report on all aspects of the commercial cannabis business including, but not limited to, such matters as tracking of cannabis and cannabis products, inventory data, and gross sales (by weight and by sale price) and shall ensure that such information is compatible with the City's recordkeeping systems. The system must have the capability to produce historical transactional data for review by the City. All

information provided to the City pursuant to this subsection shall be confidential and shall not be disclosed, except as may otherwise be required under law.

- (e) All cannabis and cannabis products sold, cultivated, manufactured, delivered, distributed or tested shall be cultivated, manufactured, delivered, distributed or tested by State licensees that maintain operations in full conformance with the state and local laws and regulations.
- (f) **Emergency Contact.** Each commercial cannabis business shall provide the City Manager with the name and telephone number (mobile preferred, if available) of an on-site employee or owner to whom emergency notice can be provided on a 24-hour per day, 7-day per week basis.
- (g) **Signage and Notices.**
 - (1) In addition to the requirements otherwise set forth in this Section, business identification signage for a commercial cannabis business shall conform to the signage requirements of the Arvin Municipal Code, including, but not limited to, issuance of a City of Arvin sign permit.
 - (2) Business identification signage shall be limited to that needed for identification only and shall not contain any logos or information that identifies, advertises, or lists the services or the products offered. No commercial cannabis business shall advertise by having a person holding a sign and advertising the business to passersby, whether such person is on the premises of the commercial cannabis business or elsewhere including, but not limited to, the public right-of-way.
 - (3) No signs placed on the premises of a commercial cannabis business shall obstruct any entrance or exit to the building or any window.
 - (4) Each entrance to a commercial cannabis business shall be visibly posted with a clear and legible notice indicating that smoking, ingesting, or otherwise consuming cannabis on the premises or in the areas adjacent to the commercial cannabis business is prohibited.
 - (5) Signage shall not be directly illuminated, internally or externally. No banners, flags or other prohibited signs may be used at any time.
- (h) **Minors.** Persons under the age of twenty-one (21) years shall not be allowed on the premises of a commercial cannabis business. It is unlawful and a violation of this Chapter for any person to employ any person at a commercial cannabis business who is not at least twenty-one (21) years of age. The entrance to the commercial cannabis business shall be clearly and legibly posted with a notice that no person under the age of twenty-one (21) years of age is permitted to enter upon the premises of the commercial cannabis business.

- (i) Odor Control. Odor control devices and techniques shall be incorporated in all commercial cannabis businesses to ensure that odors from cannabis are not detectable off-site. Commercial cannabis businesses shall provide a sufficient odor absorbing ventilation and exhaust system so that odor generated inside the commercial cannabis business that is distinctive to its operation is not detected off the premises, anywhere on adjacent property or public rights-of-way, on or about the exterior or interior common area walkways, hallways, breezeways, foyers, lobby areas, or any other areas available for use by common tenants or the public, or within any other unit located inside the same building as the commercial cannabis business. As such, commercial cannabis businesses must install and maintain the following equipment or any other equipment which the City Manager determines has the same or better effectiveness:
- (1) An exhaust air filtration system with odor control that prevents internal odors from being emitted externally;
 - (2) An air system that creates negative air pressure between the commercial cannabis business's interior and exterior so that the odors generated inside the commercial cannabis business are not detectable on the outside of the commercial cannabis business.
- (j) Display of Commercial Cannabis Permit, State License and City Business License. The original copy of the commercial cannabis permit issued by the City pursuant to this Chapter, the required State license, and the business license issued by the City pursuant to the Arvin Municipal Code shall be posted inside the commercial cannabis business in a location readily visible to the public.
- (k) Criminal History Records Check.
- (1) Every owner and responsible person of each commercial cannabis business must submit to annual fingerprint-based state and federal criminal history records checks, conducted by the City or another agency authorized or requested to do so by the City, as an application requirement in connection with each application for issuance or renewal of a commercial cannabis permit for the commercial cannabis business.
 - (2) The criminal history records check may be conducted utilizing the California Department of Justice Live Scan system or any other system deemed necessary or appropriate in the discretion of the City Manager. The City Manager is authorized to request subsequent notification service, if Live Scan is used, or an equivalent service, if another system is used, sufficient to obtain ongoing notifications of criminal offenses committed by owners or responsible persons of commercial cannabis businesses. In the event the City Manager does so, and such subsequent notification or equivalent service reveals a conviction or other conduct that would

constitute grounds for denial of an employee work permit pursuant to Section 17.64.090(g), such conviction or other conduct shall constitute grounds for immediate suspension or revocation of the subject commercial cannabis permit.

- (3) Owners and responsible persons shall be disqualified from involvement with a commercial cannabis business where the results of a criminal history records check would constitute grounds for denial of an employee work permits to a commercial cannabis business employee pursuant to Section 17.64.090(g).
 - (4) A fee for the City's costs of conducting the criminal history records check, as established by resolution of the City Council, shall be paid at the time the application for a commercial cannabis permit is submitted. The fee may be established as a trust deposit for actual costs. The fee, or the initial trust deposit, shall be in an amount the City Manager estimates will cover the costs of conducting the criminal history records check, including City review and processing services and any third-party fees. If a trust deposit-based fee is established, it shall be used and drawn upon as a retainer to cover the actual costs of such investigation. If the initial trust deposit is not sufficient, the applicant shall provide additional amounts as necessary within thirty (30) days of a request from the City. If the applicant fails to do so, the investigation shall cease and shall not continue until such additional amounts are paid.
 - (5) In the alternative to subsection (k)(4) above, the commercial cannabis business or the subject owner, manager or supervisor may provide the City Manager with a completed criminal history records check performed by a third party vendor, as deemed necessary or appropriate in the discretion of the City Manager. If this alternative is used, the fee established pursuant to subsection (k)(4) above shall not apply, except as may be necessary for the City to confirm the validity and the results of the records check used.
- (l) Upon completion of the investigation or in the event the applicant withdraws its application, any unused amount of any trust deposit made pursuant to this Chapter will be refunded to the applicant within thirty (30) days of request by the applicant.
 - (m) Loitering. The owner and/or operator of a commercial cannabis business shall prohibit loitering on the premises of the commercial cannabis business.
 - (n) Permits and other Approvals. Prior to the establishment or operation of any commercial cannabis business, the person intending to establish a commercial cannabis business must first obtain all applicable planning, zoning, building, and other applicable permits from the relevant governmental agency which may be

applicable to the zoning district in which such commercial cannabis business intends to establish and to operate.

- (o) Greenhouses. Greenhouses may be utilized only for commercial cannabis cultivation businesses, including nurseries. Greenhouses used for cannabis cultivation shall be fully-enclosed permanent structures with solid walls that are clad in an opaque material with climate control, such as heating and ventilation capabilities and supplemental artificial lighting, and that use a combination of natural and supplemental artificial lighting. The cultivation activities conducted within a greenhouse shall not be visible from any public right-of-way or adjacent private property. All greenhouses shall comply with the requirements of this Chapter and the Arvin Municipal Code, including the adopted requirements of the California Building Code, the California Fire Code and any other code adopted or incorporated by reference within the Arvin Municipal Code, as amended.
- (p) No commercial cannabis business may store food grade alcohol or any other volatile chemical, solvent or substance in an amount which exceeds the maximum authorized amount determined by the Fire Chief. Subject to the foregoing, use of food grade alcohol solely for the purposes of cleaning machinery and dissolving wax, unless otherwise prohibited by the State, is allowed.
- (q) Commercial cannabis businesses shall comply with all pesticide use requirements of local, state and federal law.
- (r) All weighing devices used by commercial cannabis businesses shall be maintained in compliance with local, state or federal law and applicable regulations regarding device registration with the Agricultural Commissioner.
- (s) Commercial cannabis businesses shall comply with all applicable provisions of the California Building Standards Code, as adopted or incorporated into the Arvin Municipal Code.
- (t) Commercial cannabis businesses shall comply with all local, state and federal laws and regulations and best practices applicable to storage and disposal of chemicals, solid waste, contaminants, hazardous materials, adulterated, deteriorated or excess cannabis and cannabis products, and all byproducts of the commercial cannabis business.
- (u) In no case shall any commercial cannabis business utilize any volatile solvents or other flammable, explosive or toxic substances to process or manufacture cannabis products in the City, except as expressly authorized pursuant to both a Type 7 State license and a City-issued commercial cannabis permit.
- (v) All food products, food storage facilities, food-related utensils, equipment and materials shall be approved, used, managed and handled in accordance to the provisions of the California Retail Food Code, California Health and Safety Code

Sections 113700 through 114437. All food products shall be protected from contamination at all times, and all food handlers must be clean, in good health and free from communicable diseases.

- (w) All cannabis and cannabis products, prior to leaving any licensed premises for transfer to any retailer, shall be properly labeled and placed in resealable, tamper-evident, child-resistant packaging, shall include a unique identifier for the purposes of identifying and tracking cannabis and cannabis products, and shall otherwise comply with applicable State laws, including Business and Professions Code Section 26120, and applicable State regulations, all as may be amended from time to time.
- (x) The premises of all commercial cannabis businesses shall have sufficient lighting such that all areas subject to monitoring by the security surveillance camera system shall be visible to all cameras of the system at all times.

Section 17.64.250 Operating Requirements for Cultivation Businesses and Nurseries.

- (a) Outdoor commercial cultivation and outdoor nursery activity is prohibited.
- (b) If a commercial cannabis business includes nursery activities, only one nursery may be located on the premises of the commercial cannabis business, and the nursery activity must be permitted pursuant to this Chapter and State law.
- (c) Cannabis cultivation and nursery activity shall be conducted in accordance with state and local laws related to land conversion, grading, electricity, water usage, water quality, woodland and riparian habitat protection, agricultural discharges, and similar matters.
- (d) Pesticides and fertilizers shall be properly labeled and stored to avoid contamination through erosion, leakage or inadvertent damage from pests, rodents or other wildlife.
- (e) In no case shall any hazardous, flammable or explosive substances be used to process or manufacture cannabis products on site, except as otherwise stated in this Chapter pertaining to food grade alcohol.
- (f) The cultivation of cannabis and any nursery activity shall at all times be operated in such a way as to ensure the health, safety, and welfare of the public, the employees working at the commercial cannabis business, visitors to the area, neighboring properties, and the end users of the cannabis being cultivated, to protect the environment from harm to streams, fish, and wildlife; to ensure the security of the cannabis being cultivated; and to safeguard against the diversion of cannabis.

- (g) Stacking shall be allowed in a given structure only to the point that measuring the total canopy of each level of stacking is cumulatively no greater than the maximum canopy size allowed under State laws or regulations applicable to the State cultivation license held by the commercial cannabis business.
- (h) All applicants for a commercial cannabis permit for cultivation or nursery activity shall submit the following, which shall be subject to approval by the City Manager prior to issuance of a commercial cannabis permit to the applicant, in addition to the information otherwise required for a commercial cannabis permit application:
 - (1) An operations plan that meets or exceeds minimum legal standards for water usage, conservation and use; drainage, runoff, and erosion control; watershed and habitat protection; and proper storage of fertilizers, pesticides, and other regulated products to be used on the parcel, proper disposal of waste materials, and a description of the nursery or cultivation activities and schedule of activities during each month of growing and harvesting, or explanation of growth cycles and anticipated harvesting schedules for all-season harvesting.
 - (2) A description of a legal water source, irrigation plan, and projected water use.
 - (3) Identification of the source of electrical power and plan for compliance with applicable Building Codes and related codes.
 - (4) Plan for addressing odor and other public nuisances which may result from the nursery or cultivation site.

Section 17.64.260 Cannabis Manufacturing Business Operating Requirements.

- (a) Manufacturer 1 (Type 6) permittees shall utilize only manufacturing processes that are either solventless or that employ only nonflammable, nontoxic solvents that are generally recognized as safe pursuant to the federal Food, Drug, and Cosmetic Act (21 U.S.C. Sec. 301 et seq.).
- (b) Manufacturer 2 (Type 7) permittees shall utilize only manufacturing processes that use solvents exclusively within a closed-loop system that meets all of the following requirements:
 - (1) The system uses only solvents that are generally recognized as safe pursuant to the federal Food, Drug, and Cosmetic Act (21 U.S.C. Sec. 301 et seq.).
 - (2) The system is designed to recapture and contain solvents during the

manufacturing process, and otherwise prevent the off-gassing of solvents into the ambient atmosphere to mitigate the risks of ignition and explosion during the manufacturing process.

- (3) A licensed engineer certifies that the system is commercially manufactured, safe for its intended use, and built to codes of recognized and generally accepted good engineering practices, including, but not limited to, the American Society of Mechanical Engineers (ASME), the American National Standards Institute (ANSI), Underwriters Laboratories (UL), the American Society for Testing and Materials (ASTM), or OSHA Nationally Recognized Testing Laboratories (NRTLs).
- (4) The system has a certification document that contains the signature and stamp of a professional engineer and the serial number of the extraction unit being certified.
- (c) No compressed gases used in the manufacturing process shall be stored on the premises of any manufacturer in excess of the amount authorized by the Fire Chief.
- (d) No manufacturer may engage in the retail sale, by delivery or otherwise, of any manufactured cannabis products, including edible cannabis products, on a retail basis in the City.
- (e) All cannabis products shall be properly packaged and labeled in accordance with Business & Professions Code Section 26120 and applicable State regulations before leaving the commercial cannabis manufacturing business. All edible cannabis products must be in an opaque (non-see-through) package.
- (f) Manufacturers shall comply with all applicable federal, State and local laws and regulations relating to manufacturing safety procedures.

Section 17.64.270 Cannabis Testing Laboratory Operating Requirements.

- (a) Commercial cannabis testing laboratories (e.g. businesses requiring a Type 8 State license) shall comply with all applicable federal, state and local laws, regulations and/or guidelines governing testing procedures and safety measures.
- (b) Testing laboratories are prohibited from obtaining permits to engage in any commercial cannabis activity, except testing. A commercial cannabis business which holds a commercial cannabis permit for testing shall not be issued or hold any other commercial cannabis permit.
- (c) Testing laboratories shall not employ any individual who is also employed by any other State licensee that does not hold a Type 8 State license.

- (d) Testing laboratories must be accredited by an accrediting body that is independent from all other persons involved in commercial cannabis activity, and must provide proof of said accreditation, to the satisfaction of the City Manager, as a prerequisite to obtaining a commercial cannabis permit authorizing testing of cannabis or cannabis products.

Section 17.64.280 Cannabis Retail/Delivery Businesses Operating Requirements

- (a) Retail sales of cannabis and cannabis products in the City shall be conducted by delivery only.
- (b) All commercial cannabis businesses conducting deliveries shall have permitted premises in the City from which all deliveries to addresses in the City shall be conducted. Commercial cannabis businesses that do not have physical premises located in the City, and/or that propose to deliver into the City from premises outside the City, shall not be eligible for issuance of a commercial cannabis permit, and are prohibited from conducting deliveries in the City.
- (c) The premises of all commercial cannabis businesses that are permitted to conduct deliveries shall be closed to the general public at all times, and shall be accessible only to employees and persons with a bona fide business or regulatory purpose for accessing the premises.
- (d) In accordance with Business & Professions Code Section 26070.1, cannabis or cannabis products purchased by a customer shall not leave the permitted premises of a retailer unless they are placed in an opaque package.
- (e) Retailers shall not accept, possess, or sell cannabis or cannabis products that are not packaged and labeled as they will be sold at final sale and in accordance with Business & Professions Code Section 26120, as may be amended. Retailers shall not package or label cannabis or cannabis products.
- (f) No employee or other person acting on behalf of a commercial cannabis operation permitted to conduct deliveries may possess or deliver more than \$3,000 worth of cannabis or cannabis products at any given time.
- (g) No delivery shall be made to any person other than the person who requested the delivery, except when the person requesting the delivery is a qualified patient and the person receiving the delivery is his or her primary caregiver, or vice versa.
- (h) Any person who is present on the permitted premises of a commercial cannabis business permitted to conduct deliveries who is not an employee, officer, agent, or representative of the retailer must sign in and wear a “visitor” identification badge at all times while on the premises.

- (i) Proof of the required State license and commercial cannabis permit, and a copy of all requests/orders for deliveries being conducted, shall be carried at all times in all vehicles being used to make deliveries, and shall be immediately available upon request from law enforcement officers.
- (j) Deliveries shall not be conducted between the hours of 11:00 p.m. and 7:00 a.m.

Section 17.64.290 Total Area Devoted to Commercial Cannabis Businesses

- (a) No more than one million, three hundred fifty thousand (1,350,000) square feet of area shall be permitted for use by commercial cannabis businesses in the City. Notwithstanding the foregoing, land annexed into the City after the date of enactment of this Chapter shall not be subject to, nor shall be counted toward, this restriction.
- (b) The premises of each permitted commercial cannabis business shall be a minimum of 2,000 square feet in area.

Section 17.64.300 Periodic Review by the City Council.

Upon request of the City Manager, the City Attorney and the Chief of Police shall report to the City Council with findings on the operation of any commercial cannabis business permitted pursuant to this Chapter and a recommendation as to whether the business should be permitted to continue operating for the remaining period of its commercial cannabis permit (in addition to whatever other recommendations may be made) and whether the City should renew the permit upon application for renewal. Any termination or revocation of a permit based on such findings shall be in accordance with the provisions of this Chapter.

Section 17.64.310 Promulgation of Regulations and Standards.

The City Manager, in his or her discretion, is authorized to promulgate reasonable regulations as he or she deems necessary to implement procedures or requirements in furtherance of the purposes of this Chapter. Regulations promulgated by the City Manager shall have the same force and effect of law and shall become effective upon the date of approval and execution of such regulations by the City Manager.

Section 17.64.320 Community Relations.

- (a) Each commercial cannabis business shall provide the City Manager with the name, telephone number, and email address of a community relations contact to whom notice of problems associated with the commercial cannabis business can be provided.

- (b) The owner, manager, and community relations representative of a commercial cannabis permit holder operating in the City shall, upon request of the City Manager, meet to discuss costs, benefits, and other community issues resulting from implementation or application of this Chapter.

Section 17.64.330 Unpaid Fees Deemed Debt to City.

The amount of any unpaid fee, cost or charge imposed pursuant to this Chapter shall be deemed a civil debt to the City that is recoverable in any court of competent jurisdiction.

Section 17.64.340 Permit Holder Responsible for Violations.

Commercial cannabis permit holders shall be responsible for all violations of State or local laws or regulations, whether or not committed by the permit holder or any employee or agent of the permit holder, which occur in or on the premises of the commercial cannabis business, whether or not said violations occur within the permit holder's presence.

SECTION 4. Severability. If any section, subsection, sentence, clause, phrase, or portion of this ordinance is, for any reason, held to be invalid or unconstitutional by the decision of any court of competent jurisdiction, such decision shall not affect the validity of the remaining portions of this ordinance, in that the invalid provision shall be deemed severed from the ordinance and the balance shall remain in effect. The City Council hereby declares that it would have adopted this ordinance and each section, subsection, sentence, clause, phrase, or portion thereof, irrespective of the fact that any one or more sections, subsections, sentences, clauses, phrases, or portions thereof may be declared invalid or unconstitutional.

SECTION 5. Arvin Municipal Code Section 17.62 relating to sign regulations on private property, which existed prior to the date of adoption of Ordinance No. 443, remains in full force and effect.

SECTION 6: This Ordinance shall take effect thirty (30) calendar days after its adoption. Within fifteen (15) calendar days after its adoption, the Ordinance, or a summary of the Ordinance, shall be published once in a newspaper of general circulation.

I HEREBY CERTIFY that the foregoing Ordinance was introduced by the City Council after waiving reading except by Title, at a Regular meeting thereof held on 5th day of June, 2018 and adopted the Ordinance after second reading at a regular meeting held on the 19th day of June, 2018, by the following vote:

ATTEST

CECILIA VELA, City Clerk

CITY OF ARVIN

By: _____
JOSE GURROLA, Mayor

APPROVED AS TO FORM:

By: _____
SHANNON L. CHAFFIN, City Attorney
Aleshire & Wynder, LLP

I, _____, City Clerk of the City of Arvin, California, DO HEREBY CERTIFY that the foregoing is a true and accurate copy of the Ordinance passed and adopted by the City Council of the City of Arvin on the date and by the vote indicated herein.



CITY OF ARVIN
Staff Report

Meeting Date: June 19, 2018

TO:	City Council
FROM:	Jeff Jones, Finance Director Jerry Breckinridge, Interim City Manager
SUBJECT:	An Ordinance of the City Council of the City of Arvin Amending Chapter 17.56 (“Conditional Use Permits”) of Title 17 (“Zoning”) of the Arvin Municipal Code to Add Commercial Cannabis Businesses as A Conditionally Permitted Use in Specific Zones and to Add Express Procedures for Suspension and Revocation of Conditional Use Permits.

First reading of the Ordinance was held at the City Council meeting of June 5, 2018.

BACKGROUND:

In late 2017, the City adopted Ordinance No. 443, adding Chapter 17.62 (“Commercial Cannabis Activities”) to the Arvin Municipal Code (“AMC”). Said chapter authorizes certain types of commercial cannabis businesses to operate in the City’s M-1, M-2, M-3, A-1, and A-2 zoning districts, subject to issuance of City permits.

The City is now considering, concurrently with the proposed ordinance attached hereto (the “Ordinance”), an ordinance that would amend and renumber AMC Chapter 17.62 (“Commercial Cannabis Activities”), and thereby add Chapter 17.64 (“Commercial Cannabis Activities”) to the AMC, to establish new and amended permitting requirements and associated regulations applicable to commercial cannabis activities in the City (the “Proposed Cannabis Ordinance”). The Proposed Cannabis Ordinance, consistent with Ordinance No. 443, would allow commercial cannabis activities only in M-1, M-2, M-3, A-1, and A-2 zones. However, the Proposed Cannabis Ordinance would also expressly designate such uses as conditionally permitted uses and would require all such uses to obtain a conditional use permit prior to operation.

ENVIRONMENTAL:

The Ordinance is exempt from CEQA review pursuant to CEQA Guidelines Section 15061(b)(3) because it can be seen with certainty that there is no possibility that it will have a significant effect on the environment. Although the Ordinance adds commercial cannabis businesses as a conditionally permitted use in specific zones, this addition is merely reflective of the provisions

of the AMC which directly regulate commercial cannabis activities, and any such use will be subject to environmental review on a project-specific basis pursuant to those provisions in conjunction with the existing provisions of AMC Chapter 17.56. Otherwise, this Ordinance merely adds express procedures to the AMC for revocation and suspension of conditional use permits by the City, an action which relates only to the applicable process for termination of conditionally permitted land uses. Furthermore, none of the exceptions to Categorical Exemptions set forth in the CEQA Guidelines Section 15300.2 apply to this project.

DISCUSSION:

The Ordinance would add commercial cannabis businesses to the list of conditionally permitted uses in specific zones set forth in AMC Chapter 17.56, in order to ensure consistency between AMC Chapter 17.56 and the provisions of the AMC which directly regulate commercial cannabis activities, as referenced above.

The Ordinance would also add express provisions to AMC Chapter 17.56 to govern the process for suspension and revocation of all City-issued conditional use permits. The City will likely soon experience an increase in the total number of conditional use permits issued, given the permitting of cannabis businesses and the requirement that such businesses obtain conditional use permits. In the event a commercial cannabis business obtains a conditional use permit and subsequently violates a condition of approval of the permit or a provision of the AMC, the City will likely deem it necessary to suspend or revoke the conditional use permit to protect public health, safety and welfare and make it clear that commercial cannabis uses in violation of the City's land use regulations will not be tolerated (note, however, that the conditional use permit is just one of multiple City and State entitlements that a cannabis business must maintain in a current and valid status in order to operate legally).

However, holders of conditional use permits have certain procedural due process rights that must be respected in any proceeding to modify or revoke a conditional use permit. In other words, the City must afford the permit holder notice and a hearing prior to taking such action. This requirement is codified in State law at Government Code Section 65905.

Because of the rights implicated and the likelihood of an increase in the need to take adverse action with respect to a conditional use permit, it is important to have a clear process in place to guide City staff and officials throughout the suspension and revocation process to ensure that, if a City elects to suspend or revoke a conditional use permit, the City does so while adhering to the due process rights of the permit holder. This will help to insulate the City from exposure to legal liability. To date, the City does not have any process in place to govern such proceedings. The proposed ordinance would establish such a process, consistent with current state law.

FINANCIAL IMPACT:

There were minor staff and legal costs involved in preparation of the proposed Ordinance, which staff believes can be funded within the existing budget appropriations.

ORDINANCE

AN ORDINANCE OF THE CITY COUNCIL OF THE CITY OF ARVIN AMENDING CHAPTER 17.56 (“CONDITIONAL USE PERMITS”) OF TITLE 17 (“ZONING”) OF THE ARVIN MUNICIPAL CODE TO ADD COMMERCIAL CANNABIS BUSINESSES AS A CONDITIONALLY PERMITTED USE IN SPECIFIC ZONES AND TO ADD EXPRESS PROCEDURES FOR SUSPENSION AND REVOCATION OF CONDITIONAL USE PERMITS.

WHEREAS, the City has the police power, pursuant to Article XI, Section 7 of the California Constitution, to regulate land uses within its jurisdiction and to adopt and enforce ordinances to protect and promote the public health, safety, and welfare; and

WHEREAS, in the exercise of its police power, the City has established various zoning districts and has prohibited certain land uses in each of such zoning districts; and

WHEREAS, to ensure the compatibility of land uses and to protect against adverse effects on public health, safety and welfare resulting from improper or conflicting land uses, the City has enumerated certain land uses, pursuant to Chapter 17.56 of its Municipal Code, which are permitted subject to issuance of a conditional use permit in some or all of the City’s zoning districts; and

WHEREAS, to ensure consistency with provisions of the City’s Municipal Code directly regulating commercial cannabis activities, the City Council desires to declare commercial cannabis businesses a conditionally permitted use in specified zones of the City; and

WHEREAS, the City is authorized to suspend or revoke conditional use permits as necessary in the exercise of its police power, subject to the constitutional procedural due process rights of the permit holder; and

WHEREAS, pursuant to California Government Code Section 65905, cities are generally required to hold a public hearing on a proposed revocation or modification of a conditional use permit or an appeal from the action taken on a conditional use permit application, and notice of such a hearing shall be given pursuant to Government Code Section 65091; and

WHEREAS, the City’s Municipal Code does not presently contain any express provisions governing the procedures or requirements applicable to the City’s suspension or revocation of conditional use permits; and

WHEREAS, the City Council desires to enact such provisions to define and guide the procedural rights and obligations of the City and of the holders of conditional use permits in circumstances in which the City feels it is necessary, in the exercise of its police power, to suspend or revoke conditional use permits, and to ensure that the process is clear and efficient

and that conditional use permits are not suspended or revoked in violation of the due process rights of permit holders; and

WHEREAS, all pre-requisites to adoption of this Ordinance have occurred.

NOW, THEREFORE, the City Council of the City of Arvin does ordain as follows:

SECTION 1. The Recitals set forth above are true and correct and incorporated herein.

SECTION 2. This Ordinance is exempt from CEQA review pursuant to CEQA Guidelines Section 15061(b)(3) because it can be seen with certainty that there is no possibility that it will have a significant effect on the environment. Although this Ordinance adds commercial cannabis businesses as a conditionally permitted use in specific zones, this addition is merely reflective of the provisions of the AMC which directly regulate commercial cannabis activities, and any such use will be subject to environmental review on a project-specific basis pursuant to those provisions in conjunction with the existing provisions of AMC Chapter 17.56. Otherwise, this Ordinance merely adds express procedures to the Arvin Municipal Code for revocation and suspension of conditional use permits by the City, an action which relates only to the applicable process for termination of conditionally permitted land uses. Furthermore, none of the exceptions to Categorical Exemptions set forth in the CEQA Guidelines Section 15300.2 apply to this project.

SECTION 3. Chapter 17.56 of Title 17 of the Arvin Municipal Code is hereby amended to read in its entirety as follows:

Chapter 17.56

CONDITIONAL USE PERMITS

17.56.010 - Applicability.

The regulations set forth in this chapter shall apply to the granting of conditional use permits.

17.56.020 - Prohibited uses permitted when.

- A. Certain uses may be permitted by the planning commission and the city council in zones in which they are not permitted by this title where such uses are deemed essential or desirable to the public convenience or welfare, and are in harmony with the various elements or objectives of the comprehensive general plan.
- B. Except as otherwise provided in this Chapter, the procedure for filing of conditional use permit applications, payment of filing fees for such applications, and all associated investigations, notices, public hearings, findings and appeals shall be the same as provided in Chapter 17.54 for variances.

- C. The planning commission may waive public hearings on an application for a conditional use permit for public utility or public service uses or public buildings, when found to be necessary for the public health, safety, convenience or welfare.
- D. No conditional use permit application shall be deemed complete or processed until the filing fee (which may be in the form of a deposit), as established pursuant to resolution of the City Council, has been paid in full.

17.56.030 - Permitted Uses - Any zone.

The following uses may be permitted in any zone upon the granting of a conditional use permit:

- A. Airports or aircraft landing fields;
- B. Cemeteries, columbariums, crematories and mausoleums;
- C. Churches or other places used exclusively for religious worship;
- D. City, county, state and federal enterprises, including buildings, facilities and uses of departments or institutions thereof which are necessary to the general welfare of the community;
- E. Day nurseries and nursery schools;
- F. Educational institutions, including schools, elementary or high;
- G. Establishments or enterprises involving large assemblages of people or automobiles, including amusement parks, circuses, carnivals, expositions, fairgrounds, open-air theatres, racetracks, recreational and sport centers;
- H. Hospitals, sanitariums and rest homes, homes for the aged;
- I. Institutions of a philanthropic or eleemosynary nature;
- J. Large-scale neighborhood housing projects having a minimum gross area of twenty (20) acres;
- K. Libraries, museums and private clubs;
- L. Natural resources development, together with the necessary buildings, apparatus or appurtenances, incident thereto, except drilling for or removal of oil, gas or other hydrocarbon substances;
- M. Parks, playgrounds and community buildings;

- N. Public utility or public service buildings, structures and uses;
- O. Radio and television transmitters;
- P. Real estate tract offices and signs;
- Q. Golf courses and country clubs;
- R. Mobile homes and mobile home parks.

17.56.040 - Permitted Uses - Specific Zone.

The following uses may be permitted in the zones indicated in this section upon the granting of a conditional use permit:

- A. Advertising sign boards or structures in the C-1 zone;
- B. Agricultural industries and the processing of agricultural products in the A-2 zone;
- C. Animal hospitals, kennels and veterinaries in the C-2 zone;
- D. Apartment hotels in the R-4 zone;
- E. Automobile trailer courts or mobile home parks in the R-4 zone;
- F. Commercial cannabis businesses, as authorized by applicable provisions of the Arvin Municipal Code, in the M-1, M-2, M-3, A-1, and A-2 zones;
- G. Commercial stockyards and animal slaughter in the A-2 and M-3 zones;
- H. Dairies and livestock feed yards in the M-2, M-3 and A-1 zones;
- I. Dumps and refuse disposal areas in the A-2 and M-3 zones;
- J. Equestrian establishments, including stables, riding academies, schools or amusements, in the C-2 zone;
- K. Fruit, vegetable and meat packing plants in the A-1 and A-2 zones;
- L. Hog ranches in the A-2 zone;
- M. Housing for agricultural workers in the A-1 and A-2 zones;
- N. Mortuaries or funeral parlors in the C-1 and A zones;
- O. Sewer farms and sewage disposal plants in the A-2 and M-3 zones;

- P. Auto spray-painting operations when complementary to adjacent uses;
- Q. Fish farming in the E zone;
- R. Residential care facilities in the R-2, R-3 and R-4 zones.

17.56.050 - Suspension and Revocation.

- A. Suspension and Revocation Authority. The Planning Commission may suspend or revoke a conditional use permit when the permit holder or anyone acting on the permit holder's behalf has committed any of the following acts or maintained any of the following conditions:
 - 1. Any action or condition which would be grounds for denial of a conditional use permit.
 - 2. Any action or condition which constitutes a violation of this Chapter, any other applicable provision of the Arvin Municipal Code, or any applicable condition of approval of the conditional use permit.
- B. Suspension and Revocation Procedures.
 - 1. Prior to suspending or revoking a conditional permit, the Planning Commission shall conduct a public hearing to determine whether there is an appropriate basis for suspension or revocation pursuant to subsection (A) above.
 - 2. Written notice of the public hearing shall be mailed or delivered, at least ten (10) calendar days prior to the hearing, to:
 - i. The permit holder, and the permit holder's duly authorized agent;
 - ii. The owner of the subject real property as shown on the latest equalized assessment roll, if different than the permit holder, and such owner's duly authorized agent. Instead of using the assessment roll, the City may use records of the Kern County Assessor or Tax Collector if those records contain more recent information than the information contained on the assessment roll;
 - iii. Each local agency expected to provide water, sewage, streets, roads, schools, or other essential facilities or services to the subject real property, whose ability to provide those facilities and services may be significantly affected by the proposed suspension or revocation; and
 - iv. All owners of real property as shown on the latest equalized

assessment roll within 300 feet of the subject real property. Instead of using the assessment roll, the City may use records of the Kern County Assessor or Tax Collector if those records contain more recent information than the information contained on the assessment roll. If the number of owners to whom notice would be mailed or delivered is greater than 1,000, the City, in lieu of mailed or delivered notice, may provide notice by placing a display advertisement of at least one-eighth page in at least one newspaper of general circulation within the City at least 10 days prior to the hearing.

- v. Any other person or entity entitled to notice pursuant to Government Code Section 65091, as may be amended.
3. The notice of public hearing shall be published and posted in accordance with Government Code Section 65091, as may be amended.
4. The notice of public hearing shall include the information required by Government Code Section 65094, as may be amended.
5. At the date, time and place set forth in the notice of public hearing, the Planning Commission shall conduct the public hearing and shall entertain all relevant evidence and objections presented. The technical rules of evidence shall not apply. At the conclusion of the public hearing, the Planning Commission shall render its decision.
6. The decision of the Planning Commission shall be appealable to the City Council by filing a notice of appeal with the City Clerk within fifteen (15) days of the date of the decision. The notice of appeal shall specify the grounds for filing an appeal and shall be accompanied by any applicable fee established by resolution of the City Council to cover the costs of processing the appeal.
7. Within 15 days of the City Clerk's receipt of a completed notice of appeal and payment of any required fees, the appeal shall be set for a hearing before the City Council. Notice of the hearing shall be mailed or delivered, at least ten (10) calendar days prior to the hearing, to the persons specified in subsection (B)(2). The notice shall also be published and posted in accordance with subsection (B)(3).
8. The hearing shall be conducted within 45 days of the City Clerk's receipt of the completed appeal and payment of any required fees.
9. At the date, time and place set forth in the notice, the City Council shall conduct the public hearing and shall entertain all relevant evidence and

objections presented. The technical rules of evidence shall not apply. At the conclusion of the public hearing, the City Council shall render its decision.

10. The City Council's decision shall constitute a final administrative decision, while shall be subject to judicial review pursuant to Code of Civil Procedure Sections 1094.5 and 1094.6 within ninety (90) calendar days of the date of the decision.

SECTION 4. If any section, subsection, sentence, clause, or phrase of this Ordinance is for any reason held to be invalid or unconstitutional by a decision of any court of competent jurisdiction, such decision will not affect the validity of the remaining portions of this ordinance. The City Council hereby declares that it would have passed this ordinance and each and every section, subsection, sentence, clause, or phrase not declared invalid or unconstitutional without regard to whether any portion of the ordinance would be subsequently declared invalid or unconstitutional.

SECTION 5. This Ordinance shall take effect thirty (30) calendar days after its final passage and adoption. Within fifteen (15) calendar days after its adoption, the Ordinance, or a summary of the Ordinance, shall be published once in a newspaper of general circulation.

I HEREBY CERTIFY that the foregoing Ordinance was introduced by the City Council after waiving reading except by Title, at a Regular meeting thereof held on 5th day of June, 2018 and adopted the Ordinance after second reading at a regular meeting held on the 19th day of June, 2018, by the following vote:

ATTEST

CECILIA VELA, City Clerk

CITY OF ARVIN

By: _____
JOSE GURROLA, Mayor

APPROVED AS TO FORM:

By: _____
SHANNON L. CHAFFIN, City Attorney
Aleshire & Wynder, LLP

I, _____, City Clerk of the City of Arvin, California, DO HEREBY CERTIFY that the foregoing is a true and accurate copy of the Ordinance passed and adopted by the City Council of the City of Arvin on the date and by the vote indicated herein.

ORDINANCE

AN ORDINANCE OF THE CITY COUNCIL OF THE CITY OF ARVIN, MODIFYING THE ARVIN MUNICIPAL CODE SUCH THAT CERTAIN FEES WHICH MUST BE SET BY ORDINANCE MAY NOW BE SET BY RESOLUTION, BY AMENDING THE FOLLOWING SECTIONS OF THE ARVIN MUNICIPAL CODE: SECTION 3.32.010 OF CHAPTER 3.32 OF TITLE 3; SECTION 3.32.020(A) OF CHAPTER 3.32 OF TITLE 3 OF THE ARVIN MUNICIPAL CODE; THE FIRST PARAGRAPH OF SECTION 3.32.040(A) OF CHAPTER 3.32 OF TITLE 3 OF THE ARVIN MUNICIPAL CODE; SECTION 10.02.010 OF CHAPTER 10.02 OF TITLE 10; SECTION 10.02.020 OF CHAPTER 10.02 OF TITLE 10; SECTION 12.04.040(B) OF CHAPTER 12.04 OF TITLE 12; SECTION 12.04.250 OF CHAPTER 12.04 OF TITLE 12; SECTION 12.12.070 OF CHAPTER 12.12 OF TITLE 12; SECTION 12.16.030(B) OF CHAPTER 12.16 OF TITLE 12; SECTION 15.08.010(M) OF CHAPTER 15.08 OF TITLE 15; AND SECTION 15.24.090 OF CHAPTER 15.24 OF TITLE 15.

WHEREAS, the Arvin Municipal Code imposes certain fees for the purposes of defraying the costs of a City provided service or regulatory function; and

WHEREAS, Titles 3, 10, 12, and 15 of the Arvin Municipal Code contain certain fees that are set by ordinance, thus, requiring any change in the fees to be adopted by ordinance; and

WHEREAS, the City Council desires to amend Titles 3, 10, 12, and 15 of the Arvin Municipal Code such it may adopt a resolution to modify the fees, instead of an ordinance, for the following sections of the Arvin Municipal Code: Section 3.32.010 of Chapter 3.32 of Title 3; Section 3.32.020(A) of Chapter 3.32 of Title 3 of the Arvin Municipal Code; the First Paragraph of Section 3.32.040(A) of Chapter 3.32 of Title 3 of the Arvin Municipal Code; Section 10.02.010 Of Chapter 10.02 Of Title 10; Section 10.02.020 Of Chapter 10.02 Of Title 10 Section 12.04.040 Of Chapter 12.04 Of Title 12; Section 12.04.250 Of Chapter 12.04 Of Title 12; Section 12.12.070 Of Chapter 12.12 Of Title 12; Section 12.16.030(B) Of Chapter 12.16 Of Title 12; Section 15.08.010(M) Of Chapter 15.08 Of Title 15; And Section 15.24.090 Of Chapter 15.24 Of Title 15.

WHEREAS, on June 05, 2018, the City Council conducted a duly noticed public hearing regarding this Ordinance (first reading), where it received presentation from City staff, oral and written testimony from members of the public, and introduced the proposed ordinance; and

WHEREAS, on June 19, 2018, the City Council conducted another public hearing regarding this Ordinance (second reading), where it received presentation from City staff, oral and written testimony from members of the public; and

WHEREAS, the City now desires to amend its code such that certain fees can be set by

resolution of the City Council; and

WHEREAS, all pre-requisites to adoption of this Ordinance have occurred.

NOW, THEREFORE, the City Council of the City of Arvin does hereby ordain as follows:

SECTION 1. The Recitals set forth above are true and correct and incorporated herein.

SECTION 2. The City Council finds that amendments and additions to Titles 3, 10, 12, and 15 of the Arvin Municipal Code, as contemplated by this Ordinance, do not constitute a project under the California Environmental Quality Act (“CEQA”), pursuant to CEQA Guidelines §15378(b)(4), because this Ordinance is for the purpose of defraying the costs borne by the City in providing certain services and conducting regulatory activities pursuant to the City’s Municipal Code, and therefore is for the creation of government funding mechanisms or other government fiscal activities, which do not involve any commitment to any specific project which may result in a potentially significant physical impact on the environment. Furthermore, even if the adoption this Ordinance does constitute a project under CEQA, the City Council finds and determines that said action is exempt from CEQA under CEQA Guidelines Sections 15061(b)(3), in that there is no possibility that the activity in question may have a significant effect on the environment, because the adoption of this Ordinance relates only to the creation of government funding mechanisms or other government fiscal activities which do not involve any commitment to a specific project, and which do not have the effect of permitting new uses within the City, instead merely providing further regulations by establishing fees for existing uses already permitted. Finally, the adoption of this Ordinance is exempt from CEQA pursuant to CEQA Guidelines Sections 15061(b)(1) and 15273 because it is for the establishment of charges which the City Council finds are for the purpose of meeting City operating expenses.

SECTION 3. Section 3.32.010, “Findings and intent,” of Chapter 3.32, “Fee and Service Charge Revenue/Cost Comparison System,” of Title 3, “Revenue and Finance,” of the Arvin Municipal Code is hereby amended to read as follows (~~strikethrough~~ is deleted language while ***bold and italics*** is added language):

“A. Pursuant to Article XIII B of the California Constitution, it is the intent of the city council to require the ascertainment and recovery of costs reasonably borne from fees, charges and regulatory license fees levied therefor in providing the regulation, products or services enumerated in this chapter ***and as may be necessary to address new regulation, product or service not listed herein.***

B. The fee and service charge revenue/cost comparison system set forth in this chapter ***and as may be necessary to address new regulation, product or service not listed herein*** provides a

mechanism for ensuring that fees adopted by the city for services rendered do not exceed the reasonable estimated cost for providing the services for which the fees are charged.”

SECTION 4. Section 3.32.020(A) of Chapter 3.32, “Fee and Service Charge Revenue/Cost Comparison System,” of Title 3, “Revenue and Finance,” of the Arvin Municipal Code is hereby amended to read as follows (~~strikethrough~~ is deleted language while ***bold and italics*** is added language):

“The city manager is delegated the authority and directed to provide documents to the city council to implement its policy enumerated in this chapter to adjust fees and charges to recover the percentage of costs reasonably borne as established hereby, in providing the regulation, product or service enumerated in this chapter ***and as may be necessary to address new regulation, product or service not listed herein*** in the percentage of costs reasonably borne and on the schedule of rate review and revision as established in this chapter ***and as may be necessary to address new regulation, product or service not listed herein.***”

SECTION 5. The First Paragraph of Section 3.32.040(A) of Chapter 3.32, “Fee and Service Charge Revenue/Cost Comparison System,” of Title 3, “Revenue and Finance,” of the Arvin Municipal Code is hereby amended to read as follows (~~strikethrough~~ is deleted language while ***bold and italics*** is added language):

“The city manager, finance director and each city department head, under the direction of the city manager, shall review annually the fees and service charges listed following, and provide an adjusted fee or charge schedule to the city council for its consideration so as to recover the listed percentage of costs reasonably borne necessary to provide the listed regulation ***chapter and as may be necessary to address new regulation, product or service not listed herein*** ~~product or service.~~”

SECTION 6. Section 10.02.010, “Citation signoff,” Of Chapter 10.02, “Fees,” Of Title 10, “Vehicles and Traffic,” of the Arvin Municipal Code is hereby amended to read as follows (~~strikethrough~~ is deleted language while ***bold and italics*** is added language):

“All citations signed off by any officers of the city will be charged a fee ***set by resolution of the city council*** ~~of ten dollars (\$10.00)~~ ~~per citation~~ in addition to the penalty for the offense cited. This fee includes all citations issued both inside and outside the city limits.”

SECTION 7. Section 10.02.020, “Accident report fees,” Of Chapter 10.02, “Fees,” Of

Title 10, "Vehicles and Traffic," of the Arvin Municipal Code is hereby amended to read as follows (~~strikethrough~~ is deleted language while ***bold and italics*** is added language):

"All persons or companies wishing to receive a copy of their accident report will be charged a fee ***as set by resolution of the city council*** ~~of five dollars (\$5.00)~~ for all non-injury accident reports and ~~twenty five dollars (\$25.00)~~ for all accident reports in which an injury has occurred."

SECTION 8. Section 12.04.040(B) Of Chapter 12.04, "Excavations," Of Title 12, "Streets, Sidewalks and Public Places," of the Arvin Municipal Code is hereby amended to read as follows (~~strikethrough~~ is deleted language while ***bold and italics*** is added language):

"Where a permit is issued for work not included as a part of a proposed subdivision under subsection A of this section, the applicant shall pay a *fee* in accordance with the following:

Minimum permit <i>fee</i>	<i>Set by Resolution of the City Council</i> \$20.00
Utility main installation (less than 330 lineal feet)	<i>Set by Resolution of the City Council</i> 0.20/ft.
Utility service (incl. sewer laterals) installation	<i>Set by Resolution of the City Council</i> 45.00
Utility repair/misc. excavation (less than 200 sq. ft.)	<i>Set by Resolution of the City Council</i> 40.00
Bored and jacked street crossing	<i>Set by Resolution of the City Council</i> 5.00/ft.
Curb and gutter installation	<i>Set by Resolution of the City Council</i> 0.15/ft.
Driveway	<i>Set by Resolution of the City Council</i> 35.00
Cross gutter installation	<i>Set by Resolution of the City Council</i> 45.00
Sidewalk installation	<i>Set by Resolution of the City Council</i> 0.05/ft.

On large scale projects not included above, the *fee* shall be determined by the city engineer.

The above *fees* do not include costs for soils, concrete or other testing, if required."

SECTION 9. Section 12.04.250, “Applicability of provisions to public utilities,” Of Chapter 12.04, “Excavations,” Of Title 12, “Streets, Sidewalks and Public Places,” of the Arvin Municipal Code is hereby amended to read as follows (~~striketrough~~ is deleted language while ***bold and italics*** is added language):

“Public utilities and public districts organized under California law shall have the right to either obtain permits and pay fees equal to the fees set out in subsection B of Section 12.04.040 or to obtain an annual encroachment permit in lieu of all other fees. An annual encroachment permit shall be issued to such utility or district upon request and payment of a permit fee in ***an amount that shall be set by resolution of the city council*** ~~the amount of fifty dollars (\$50.00) for utility and fifty dollars (\$50.00) for district.~~ Such annual permit shall allow the permittee to place, replace, repair, provide and maintain, facilities in any public place where otherwise permitted by law. The permit shall expire on December 31st of the year of issue. The annual permit shall not permit excavations exceeding either three (3) feet in width of four (4) feet in length or extensions in excess of six (6) poles but the provisions of subsection B of Section 12.04.040 alone shall apply thereto.

Such persons exempt under this chapter from the requirements of subsection B of Section 12.04.040 shall, however comply with all other requirements of this chapter. ”

SECTION 10. Section 12.12.070, “Permit required,” Of Chapter 12.12, “Street Trees,” Of Title 12, “Streets, Sidewalks and Public Places,” of the Arvin Municipal Code is hereby amended to read as follows (~~striketrough~~ is deleted language while ***bold and italics*** is added language):

“No person may plant, cut, trim, remove, prune, shape, injure, interfere with or do maintenance work on a street tree without first obtaining a street tree permit from the city. The permit shall be issued only for work to be done in compliance with the management plan and this chapter and shall be issued with a fee, ***which shall be in an amount set by resolution of the city council.*** The street department shall supervise work done under a permit, to the degree possible and feasible. ”

SECTION 11. Section 12.16.030(B) of Chapter 12.16, “Parking and Keeping of Trucks within City Limits,” of Title 12, “Streets, Sidewalks and Public Places,” of the Arvin Municipal Code is hereby amended to read as follows (~~striketrough~~ is deleted language while ***bold and italics*** is added language):

“In no instance shall a vehicle park in a manner to prohibit ingress or egress from a driveway, except that the owner or lessee may park in front of the owner's or lessee's private driveway when the vehicle displays a permit issued by the city so authorizing such use in a seven (7) inch square in the lower corner of the windshield farthest removed from the driver. This permit is intended to grandfather all owners or lessees who were established at the time of the enactment of this ordinance. No permits will be issued after October 1, 1997. ***The city council may adopt by resolution such fees necessary to defray the cost of issuing or replacing such permits.*** ~~For the purpose of defraying the cost of issuing or replacing such permits a fee of thirty five dollars (\$35.00) for the original permit and ten dollars (\$10.00) for a replacement permit is established.”~~

SECTION 12. Section 15.08.010(M) of Chapter 15.08, “Adoption and Applicability of Codes,” of Title 15, “Buildings and Construction,” of the Arvin Municipal Code is hereby amended to read as follows (~~strike through~~ is deleted language while ***bold and italics*** is added language):

“Building valuation data and building and plan check fees as adopted by ***resolution of the city council*** ~~the County of Kern.~~”

SECTION 13. Section 15.24.090, “Plan checking fees,” of Chapter 15.24, “Uniform Sign Code,” of Title 15, “Buildings and Construction,” of the Arvin Municipal Code is hereby amended to read as follows (~~strike through~~ is deleted language while ***bold and italics*** is added language):

“Where plans and other pertinent information are required in accordance with applicable building codes, a plan check fee ~~equal to one half (1/2) the sign permit fee~~ shall be paid to the building official. ***The city council may adopt by resolution such fees necessary to defray the cost of issuing or replacing such permits.***”

SECTION 14. If any section, subsection, sentence, clause, or phrase of this Ordinance is for any reason held to be invalid or unconstitutional by a decision of any court of competent jurisdiction, such decision will not affect the validity of the remaining portions of this ordinance. The City Council hereby declares that it would have passed this ordinance and each and every section, subsection, sentence, clause, or phrase not declared invalid or unconstitutional without regard to whether any portion of the ordinance would be subsequently declared invalid or unconstitutional.

SECTION 15. _____ This Ordinance shall take effect and be in full force and effect

from and after thirty (30) calendar days after its final passage and adoption. Within fifteen (15) calendar days after its adoption, the Ordinance, or a summary of the Ordinance, shall be published once in a newspaper of general circulation.

I HEREBY CERTIFY that the foregoing Ordinance was introduced by the City Council after waiving reading except by Title, at a Regular meeting thereof held on 5th day of June, 2018 and adopted the Ordinance after second reading at a regular meeting held on the 19th day of June, 2018, by the following vote:

ATTEST

CECILIA VELA, City Clerk

CITY OF ARVIN

By: _____
JOSE GURROLA, Mayor

APPROVED AS TO FORM:

By: _____
SHANNON L. CHAFFIN, City Attorney
Aleshire & Wynder, LLP

I, _____, City Clerk of the City of Arvin, California, DO HEREBY CERTIFY that the foregoing is a true and accurate copy of the Ordinance passed and adopted by the City Council of the City of Arvin on the date and by the vote indicated herein.

NOTICE OF PUBLIC HEARING
Arvin Municipal Code Amendment
Chapters 3.32, 10.02, 12.04, 12.12, 12.16, 15.08, 15.24, 16.40, 17.45, 17.46, 17.54,
and 17.60

Notice is hereby given that the City Council of the City of Arvin, California, will conduct a public hearing, at which time the public may be present and be heard, to consider the following:

- The adoption of an Ordinance amending Chapters 16.40, 17.45, 17.46, 17.54, and 17.60 of the Arvin Municipal Code such that certain fees which must be set by ordinance may henceforth be set by resolution; and
- The adoption of an Ordinance amending Chapters 3.32, 10.02, 12.04, 12.12, 12.16, 15.08, and 15.24 such that certain fees which must be set by ordinance may henceforth be set by resolution; and
- The adoption of CEQA exemption findings pursuant to the California Environmental Quality Act (CEQA) for the forgoing proposed Ordinances.

Arvin City Council Hearing Information

Date: June 5, 2018
Time: 6:00 PM or as the Agenda permits
Place: City of Arvin Council Chambers
200 Campus Drive, Arvin, CA 93203

The purpose of the hearing is to consider a the adoption of proposed ordinances modifying certain provisions of Chapters 3.32, 10.02, 12.04, 12.12, 12.16, 15.08, 15.24, 16.40, 17.45, 17.46, 17.54, and 17.60 of the Arvin Municipal Code such that all fees which currently must be set by ordinance may henceforth be set by resolution (“Proposed Ordinance”) and the CEQA findings required thereof. Staff has performed a preliminary environmental assessment of this project and, pursuant to CEQA Guidelines, sections 15061(b)(1), 15061(b)(3), 15273, and 15378(b)(4), the adoption of the Proposed Ordinance is exempt from CEQA for the following reasons:

- The Proposed Ordinance relate to the establishment, modification, structuring, restructuring, or approval of rates, tolls, fares, or other charges by the City for the purpose of meeting the City’s operating expenses in that it seeks to modify the manner in which the City Council establishes and modifies the fees contemplated by the Proposed Ordinance. The fees relating to the Proposed Ordinance are for the purpose of defraying the costs borne by the City in providing certain services and conducting regulatory activities under Titles 3, 10, 12, 15, 16 and 17 of the Arvin Municipal Code.
- The Proposed Ordinance will not have a significant effect or physical change

to the environment, because it relates to the creation of government funding mechanisms or other government fiscal activities, which do not involve any commitment to a specific project which may result in a potentially significant physical impact upon the environment.

Additional information on the Proposed Ordinance, including copies in hard copy or electronic format, may be obtained from the City of Arvin, City Hall, 200 Campus Drive, Arvin, California, 93203, or the City's web site at www.arvin.org. All persons interested in this topic who have questions, would like to provide feedback, or ask questions are invited to attend. Written comments may be submitted to the City Clerk's office until 4:00 p.m. on the hearing date. If you challenge the approval or denial of these matters in court, you may be limited to raising only those issues you or someone else raised at the public hearing described in this notice, or in written correspondence delivered to the City Clerk, at or prior to the public hearing. Address any communications or comments regarding the project to Cecilia Vela, City Clerk, at 200 Campus Drive, Arvin, CA 93203, (661) 854-3134, cvela@arvin.org.

Cecilia Vela, City Clerk
Published: May 25, 2018 Bakersfield Californian



**CITY OF ARVIN
Staff Report**

Meeting Date: June 19, 2018

TO:	City Council
FROM:	Jake Raper, City Planner Jerry Breckinridge, Interim City Manager
SUBJECT:	An Ordinance of the City Council of the City of Arvin, Modifying the Arvin Municipal Code Such That Certain Fees Which Must Be Set By Ordinance May Now Be Set By Resolution, By Amending The Following Sections of the Arvin Municipal Code: Section 16.40.040 of Chapter 16.40 of Title 16; Section 17.45.130 of Chapter 17.45 of Title 17; Section 17.45.210 of Chapter 17.45 of Title 17; Section 17.46.060 of Chapter 17.46 of Title 17; Section 17.54.080 of Chapter 17.54 of Title 17; and Section 17.60.080 of Chapter 17.60 of Title 17.

RECOMMENDATION:

Staff recommends the City Council consider adopting the Ordinances to be read by title only, open the hearing, allow for public testimony, close the hearing, waive second reading of the Ordinances, and approve the adoption of the following Ordinances:

1. **AN ORDINANCE OF THE CITY COUNCIL OF THE CITY OF ARVIN, MODIFYING THE ARVIN MUNICIPAL CODE SUCH THAT CERTAIN FEES WHICH MUST BE SET BY ORDINANCE MAY NOW BE SET BY RESOLUTION, BY AMENDING THE FOLLOWING SECTIONS OF THE ARVIN MUNICIPAL CODE: SECTION 16.40.040 OF CHAPTER 16.40 OF TITLE 16; SECTION 17.45.130 OF CHAPTER 17.45 OF TITLE 17; SECTION 17.45.210 OF CHAPTER 17.45 OF TITLE 17; SECTION 17.46.060 OF CHAPTER 17.46 OF TITLE 17; SECTION 17.54.080 OF CHAPTER 17.54 OF TITLE 17; AND SECTION 17.60.080 OF CHAPTER 17.60 OF TITLE 17.**
2. **AN ORDINANCE OF THE CITY COUNCIL OF THE CITY OF ARVIN, MODIFYING THE ARVIN MUNICIPAL CODE SUCH THAT CERTAIN FEES WHICH MUST BE SET BY ORDINANCE MAY NOW BE SET BY RESOLUTION, BY AMENDING THE FOLLOWING SECTIONS OF THE ARVIN MUNICIPAL CODE: SECTION 3.32.010 OF CHAPTER 3.32 OF TITLE 3; SECTION 3.32.020(A) OF CHAPTER 3.32 OF TITLE 3 OF THE**

ARVIN MUNICIPAL CODE; THE FIRST PARAGRAPH OF SECTION 3.32.040(A) OF CHAPTER 3.32 OF TITLE 3 OF THE ARVIN MUNICIPAL CODE; SECTION 10.02.010 OF CHAPTER 10.02 OF TITLE 10; SECTION 10.02.020 OF CHAPTER 10.02 OF TITLE 10; SECTION 12.04.040(B) OF CHAPTER 12.04 OF TITLE 12; SECTION 12.04.250 OF CHAPTER 12.04 OF TITLE 12; SECTION 12.12.070 OF CHAPTER 12.12 OF TITLE 12; SECTION 12.16.030(B) OF CHAPTER 12.16 OF TITLE 12; SECTION 15.08.010(M) OF CHAPTER 15.08 OF TITLE 15; AND SECTION 15.24.090 OF CHAPTER 15.24 OF TITLE 15.

BACKGROUND:

Proposed amendments that change the establishment of fees by ordinance rather than by resolution are:

- Title 3 Revenue and Finance;
- Title 10 Vehicles and Traffic,
- Title 12 Streets, Sidewalks, and Public Places
- Title 15 Buildings and Construction
- Title 16 Subdivisions
- Title 17 Zoning

The City Manager provided direction to staff to update the City's fees in the middle of 2017. Staff has been working to assemble various resolutions, ordinances, that established fees over the past 20 or so years. The City Manager directed that a comprehensive fee schedule be developed, presented to the City Council for consideration and adoption. In this effort, the City Manager's concept was to have all the fees under one resolution in order to manage, update, and share the fee schedule with all interested parties. Also, it is the intent of the City Manager up provide an annual review of fees to ensure that the City remains up dated and reviews fees on an annual basis.

The City Manager under the authority of Chapter 2.06 City Administrator/City Manager initiated the review of the City's fee schedule, amendments to Arvin Municipal Code of various chapters by deleting fees set by ordinance and to set fees by resolution by the City Council. To achieve this effort, the City Manager is recommending the City Council to amend various chapters of the Arvin Municipal Code to amend those sections which refer to the establishment of fees by ordinance to be amended to establish fees as set by resolution by the City Council.

Public hearing notice was published on May 25, 2018 in accordance with Government Code Section 36933. In addition, the full and complete ordinance is available on the City of Arvin's web site www.arvin.org <<http://www.arvin.org>>.

A public hearing and first reading of the Ordinances were held at the City Council Meeting of June 05, 2018.

SUMMARY:

The ordinance amendments will modify various sections of the City's code that require fees to be established by ordinance so that those fees may be set by resolution of the City Council. This action will support the goal of the City Manager which is to establish a comprehensive fee schedule for the City of Arvin.

ENVIRONMENTAL REVIEW:

Staff have performed a preliminary environmental assessment of this project and have determined that the amendments and additions to Titles 3, 10, 12, 15, 16, and 17 of the Arvin Municipal Code, as contemplated by the Ordinances, do not constitute a project under the California Environmental Quality Act ("CEQA"), pursuant to CEQA Guidelines §15378(b)(4), because the amendments and additions contemplated by these Ordinances are for the purpose of defraying the costs borne by the City in providing certain services and conducting regulatory activities pursuant to the City's Municipal Code, and therefore are for the creation of government funding mechanisms or other government fiscal activities, which do not involve any commitment to any specific project which may result in a potentially significant physical impact on the environment. Furthermore, even if the adoption tge Ordinances does constitute a project under CEQA, the City Council finds and determines that said action is exempt from CEQA under CEQA Guidelines Sections 15061(b)(3), in that there is no possibility that the activity in question may have a significant effect on the environment, because the adoption of these fees relates only to the creation of government funding mechanisms or other government fiscal activities which do not involve any commitment to a specific project, and which do not have the effect of permitting new uses within the City, instead merely providing further regulations by establishing fees for existing uses already permitted. Finally, the adoption these Ordinances is also exempt from CEQA pursuant to CEQA Guidelines Sections 15061(b)(1) and 15273 because it is for the establishment of charges which the City Council finds are for the purpose of meeting City operating expenses.

ATTACHMENTS AND EXHIBITS:

1. **AN ORDINANCE OF THE CITY COUNCIL OF THE CITY OF ARVIN, MODIFYING THE ARVIN MUNICIPAL CODE SUCH THAT CERTAIN FEES WHICH MUST BE SET BY ORDINANCE MAY NOW BE SET BY RESOLUTION, BY AMENDING THE FOLLOWING SECTIONS OF THE ARVIN MUNICIPAL CODE: SECTION 16.40.040 OF CHAPTER 16.40 OF TITLE 16; SECTION 17.45.130 OF CHAPTER 17.45 OF TITLE 17; SECTION 17.45.210 OF CHAPTER 17.45 OF TITLE 17; SECTION 17.46.060 OF CHAPTER 17.46 OF TITLE 17; SECTION 17.54.080 OF CHAPTER 17.54 OF TITLE 17; AND SECTION 17.60.080 OF CHAPTER 17.60 OF TITLE 17.**
2. **AN ORDINANCE OF THE CITY COUNCIL OF THE CITY OF ARVIN, MODIFYING THE ARVIN MUNICIPAL CODE SUCH THAT CERTAIN FEES WHICH MUST BE SET BY ORDINANCE MAY NOW BE SET BY**

RESOLUTION, BY AMENDING THE FOLLOWING SECTIONS OF THE ARVIN MUNICIPAL CODE: SECTION 3.32.010 OF CHAPTER 3.32 OF TITLE 3; SECTION 3.32.020(A) OF CHAPTER 3.32 OF TITLE 3 OF THE ARVIN MUNICIPAL CODE; THE FIRST PARAGRAPH OF SECTION 3.32.040(A) OF CHAPTER 3.32 OF TITLE 3 OF THE ARVIN MUNICIPAL CODE; SECTION 10.02.010 OF CHAPTER 10.02 OF TITLE 10; SECTION 10.02.020 OF CHAPTER 10.02 OF TITLE 10; SECTION 12.04.040(B) OF CHAPTER 12.04 OF TITLE 12; SECTION 12.04.250 OF CHAPTER 12.04 OF TITLE 12; SECTION 12.12.070 OF CHAPTER 12.12 OF TITLE 12; SECTION 12.16.030(B) OF CHAPTER 12.16 OF TITLE 12; SECTION 15.08.010(M) OF CHAPTER 15.08 OF TITLE 15; AND SECTION 15.24.090 OF CHAPTER 15.24 OF TITLE 15.

3. Public Hearing Notice

ORDINANCE

AN ORDINANCE OF THE CITY COUNCIL OF THE CITY OF ARVIN, MODIFYING THE ARVIN MUNICIPAL CODE SUCH THAT CERTAIN FEES WHICH MUST BE SET BY ORDINANCE MAY NOW BE SET BY RESOLUTION, BY AMENDING THE FOLLOWING SECTIONS OF THE ARVIN MUNICIPAL CODE: SECTION 16.40.040 OF CHAPTER 16.40 OF TITLE 16; SECTION 17.45.130 OF CHAPTER 17.45 OF TITLE 17; SECTION 17.45.210 OF CHAPTER 17.45 OF TITLE 17; SECTION 17.46.060 OF CHAPTER 17.46 OF TITLE 17; SECTION 17.54.080 OF CHAPTER 17.54 OF TITLE 17; AND SECTION 17.60.080 OF CHAPTER 17.60 OF TITLE 17.

WHEREAS, the Arvin Municipal Code imposes certain fees for the purposes of defraying the costs of a City provided service or regulatory function; and

WHEREAS, Titles 16, “Subdivisions,” and 17, “Zoning,” of the Arvin Municipal Code contain certain fees that are set by ordinance, thus, requiring any change in the fees to be adopted by ordinance; and

WHEREAS, the City Council desires to amend Titles 16 and 17 of the Arvin Municipal Code such that it may adopt a resolution to modify the fees, instead of an ordinance, for the following sections of the Arvin Municipal Code: Section 16.40.040 Of Chapter 16.40 Of Title 16; Section 17.45.130 Of Chapter 17.45 Of Title 17; Section 17.45.210 Of Chapter 17.45 Of Title 17; Section 17.46.060 Of Chapter 17.46 Of Title 17; Section 17.54.080 Of Chapter 17.54 Of Title 17; And Section 17.60.080 Of Chapter 17.60 Of Title 17 (“Proposed Amendments”); and

WHEREAS, on May 08, 2018, at after a duly noticed public hearing, the Planning Commission considered the Proposed Amendments, including presentations from City staff, oral testimony, and written testimony; and

WHEREAS, after the above-mentioned public hearing, the Planning Commission adopted Resolution No. APC 2018-07, which recommended that the City Council adopt this Ordinance; and

WHEREAS, on June 05, 2018, the City Council conducted a duly noticed public hearing regarding this Ordinance (first reading), where it received presentations from City staff, oral and written testimony from members of the public, and voted to introduce the proposed ordinance; and

WHEREAS, on June 19, 2018, the City Council conducted another public hearing regarding this Ordinance (second reading), where it received presentations from City staff, oral and written testimony from members of the public; and

WHEREAS, after the above-mentioned City Council public hearing, the City Council now desires to amend its code such that the above-mentioned fees can be set by resolution of the City Council instead of by ordinance; and

WHEREAS, all pre-requisites to adoption of this Ordinance have occurred.

NOW, THEREFORE, the City Council of the City of Arvin does hereby ordain as follows:

SECTION 1. The Recitals set forth above are true and correct and incorporated herein.

SECTION 2. The City Council finds that the amendments and additions to Titles 16 and 17 of the Arvin Municipal Code, as contemplated by this Ordinance, do not constitute a project under the California Environmental Quality Act (“CEQA”), pursuant to CEQA Guidelines §15378(b)(4), because this Ordinance is for the purpose of defraying the costs borne by the City in providing certain services and conducting regulatory activities pursuant to the City’s Municipal Code, and therefore is for the creation of government funding mechanisms or other government fiscal activities, which do not involve any commitment to any specific project which may result in a potentially significant physical impact on the environment. Furthermore, even if the adoption of this Ordinance does constitute a project under CEQA, the City Council finds and determines that said action is exempt from CEQA under CEQA Guidelines Sections 15061(b)(3), in that there is no possibility that the activity in question may have a significant effect on the environment, because the adoption of this Ordinance relates only to the creation of government funding mechanisms or other government fiscal activities which do not involve any commitment to a specific project, and which do not have the effect of permitting new uses within the City, instead merely providing further regulations by establishing fees for existing uses already permitted. Additionally, the adoption of this Ordinance is exempt from CEQA pursuant to CEQA Guidelines Sections 15061(b)(1) and 15273 because it is for the establishment of charges which the City Council finds are for the purpose of meeting City operating expenses.

SECTION 3. Section 16.40.040, “Fees,” of Chapter 16.04, “Regulations on Procedures and Requirements for Development Agreements,” of Title 16, “Subdivisions,” of the Arvin Municipal Code is hereby amended to read as follows (~~striketrough~~ is deleted language while ***bold and italics*** is added language):

“The city council shall, by separate ~~*resolution-ordinance*~~, fix the schedule of fees and charges imposed for the filing and processing of each application and document provided for or required under these regulations.”

SECTION 4. Section 17.45.130, “Master plan modifications,” of Chapter 17.45, “Planned Unit Development District,” of Title 17, “Zoning,” of the Arvin Municipal Code is hereby amended to read as follows (~~striketrough~~ is deleted language while ***bold and italics*** is added language):

“Minor changes of a technical nature to an approved master development plan may be approved by the city planner, provided changes are consistent with the purposes and character of the master development plan. Such changes shall not change the densities heretofore established, nor the boundaries of the subject property, nor any use as shown on the approved master development plan, nor the location or amounts of land devoted to specific land uses. All modifications or amendments to an approved plan other than the minor changes shall be processed as an original application and shall be subject to applicable, substantive and procedural requirements of the planned unit development district procedure, provided that the filing fee therefor shall be *as set by resolution of the city council* ~~one-half (½) the fee charged for filing an original application.~~”

SECTION 5. Section 17.45.210, “Application fees,” of Chapter 17.45, “Planned Unit Development District,” of Title 17, “Zoning,” of the Arvin Municipal Code is hereby amended to read as follows (~~strike through~~ is deleted language while ***bold and italics*** is added language):

“A. Upon the filing of a preliminary development plan, *the applicant shall pay the city an application fee as set by resolution of the city council* ~~two hundred fifty dollars (\$250.00) shall be paid by the applicant to the city.~~

B. Upon the filing of a master development plan, *the applicant shall pay the city an application fee as set by resolution of the city council* ~~two hundred fifty dollars (\$250.00) shall be paid by the applicant to the city.~~

C. Upon filing of each precise development plan, *the applicant shall pay the city an application fee as set by resolution of the city council* ~~one hundred dollars (\$100.00) shall be paid by the applicant to the city~~ plus three and one-half (3 ½) percent of the engineer's estimate of cost of the proposed improvements, as approved by the city engineer.”

SECTION 6. Section 17.46.060, “Fees designated,” of Chapter 17.46, “Oil and Gas Production,” of Title 17, “Zoning,” of the Arvin Municipal Code is hereby amended to read as follows (~~strike through~~ is deleted language while ***bold and italics*** is added language):

“A. No fee shall be collected for unrestricted drilling under the provisions of Section 17.44.030.

B. The city shall charge and collect the following fees for the

purpose of defraying the expenditures incidental to the proceedings described in this chapter:

1. A fee *as set by resolution of the city council* of ~~thirty-five dollars (\$35.00)~~ shall be collected for each conditional use permit granted under the provisions of Section 17.44.040. An additional fee *as set by resolution of the city council* of ~~thirty-five dollars (\$35.00)~~ shall be paid by the permittee for each well (after the first well) drilled upon lands covered by a conditional use permit;

2. A fee *as set by resolution of the city council* of ~~five dollars (\$5.00)~~ shall be collected for each counter permit issued under the provisions of Section 17.44.050. An additional fee *as set by resolution of the city council* of ~~five dollars (\$5.00)~~ shall be paid by the permittee for each additional well (after the first well) drilled upon lands covered by a counter permit.

SECTION 7. Section 17.54.080, “Fees--Designated,” of Chapter 17.54, “Variances, Modifications and Zone Changes,” of Title 17, “Zoning,” of the Arvin Municipal Code is hereby amended to read as follows (~~strike through~~ is deleted language while *bold and italics* is added language):

“ Before accepting any application for filing, the city shall charge and collect the following fees for the purposes of defraying the expenditures incidental to the proceedings prescribed in this chapter:

A. Change of Zone. *The applicant shall pay such fees as adopted by resolution of the city council for* ~~For each change of zone~~ application *submitted to the city* for a change of a zone, a fee of ~~seventy five dollars (\$75.00)~~ for the first lot or portion thereof, plus ~~ten dollars (\$10.00)~~ for each additional lot or portion thereof;

B. Variance. *The applicant shall pay such fees as adopted by resolution of the city council for* ~~For each~~ application for a variance *submitted to the city*, a fee of ~~fifty dollars (\$50.00)~~ for the first lot or portion thereof, plus ~~ten dollars (\$10.00)~~ for each additional lot or portion thereof;

C. Modification. *The applicant shall pay such fees as adopted by resolution of the city council for* ~~For each~~ application *submitted to the city* for a modification where no public hearing is required, a fee of ~~five dollars (\$5.00)~~ for the first lot, or portion

thereof, plus one dollar (\$1.00) for each additional lot or portion thereof, except as provided elsewhere in this chapter. Where a public hearing is required, the fees shall be the same as for a variance;

D. Appeal. For each appeal to the city council from any ordinance, requirement, decision or determination of the planning commission in the administration or enforcement of the provisions of this title, ***the appellant shall pay a fee as adopted by resolution of the city council*** ~~a fee of fifteen dollars (\$15.00) for the first lot or portion thereof, plus one dollar (\$1.00) for each additional lot or portion thereof.~~

SECTION 8. Section 17.60.080, “Fees,” of Chapter 17.60, “Site Development Permits,” of Title 17, “Zoning,” of the Arvin Municipal Code is hereby amended to read as follows (~~struck through~~ is deleted language while ***bold and italics*** is added language):

“The applicant shall pay a ~~A~~ ***nonrefundable fee, as set by resolution of the city council, of one-tenth (1/10) of one (1) percent of the building price with a minimum of twenty five dollars (\$25.00), but in no event more than the actual cost of the plan review shall be paid at the time of application for a site development permit.”***

SECTION 9. If any section, subsection, sentence, clause, or phrase of this Ordinance is for any reason held to be invalid or unconstitutional by a decision of any court of competent jurisdiction, such decision will not affect the validity of the remaining portions of this ordinance. The City Council hereby declares that it would have passed this ordinance and each and every section, subsection, sentence, clause, or phrase not declared invalid or unconstitutional without regard to whether any portion of the ordinance would be subsequently declared invalid or unconstitutional.

SECTION 10. This Ordinance shall take effect and be in full force and effect from and after thirty (30) calendar days after its final passage and adoption. Within fifteen (15) calendar days after its adoption, the Ordinance, or a summary of the Ordinance, shall be published once in a newspaper of general circulation.

/////

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I HEREBY CERTIFY that the foregoing Ordinance was introduced by the City Council after waiving reading except by Title, at a Regular meeting thereof held on 5th day of June, 2018 and adopted the Ordinance after second reading at a regular meeting held on the 19th day of June, 2018, by the following vote:

ATTEST

CECILIA VELA, City Clerk

CITY OF ARVIN

By: _____
JOSE GURROLA, Mayor

APPROVED AS TO FORM:

By: _____
SHANNON L. CHAFFIN, City Attorney
Aleshire & Wynder, LLP

I, _____, City Clerk of the City of Arvin, California, DO HEREBY CERTIFY that the foregoing is a true and accurate copy of the Ordinance passed and adopted by the City Council of the City of Arvin on the date and by the vote indicated herein.



CITY OF ARVIN
Staff Report

Meeting Date: June 19, 2018

TO:	City Council
FROM:	Jake Raper, City Planner Jerry Breckinridge, Interim City Manager
SUBJECT:	A Resolution of the City Council of the City of Arvin Amending and Updating the Existing Citywide Master Fee Schedule, Thereby Adjusting the Existing Citywide Fees and Charges.

RECOMMENDATION

Staff is recommending that the City Council adopt Resolution of the City Council of the City of Arvin, California, Amending and Updating the Existing Citywide Master Fee Schedule, Thereby Adjusting the Existing Citywide Fees and Charges and adoption of CEQA Findings per CEQA Guidelines, sections 15061(b)(1), 15061(b)(3), 15273, and 15378(b)(4).

BACKGROUND

The City's current staffing has made it necessary to outsource for services relating to Engineering services, Planning services, and Building services as well as other contract services when needed by the City. The City's current fee schedule for these services creates a monetary deficit to the City.

In accordance with Chapter 3.32 Fee and Service Charge Revenue/Cost Comparison System, the City Manager is recommending the establishment of a cost recovery, reporting, and accounting system for services rendered by City Staff and consultants relating to development services. More specifically, the recommended new and amended fee for services and cost recovery fees are for Planning, Engineering, City Attorney, and other consultants and establishing of a 15% overhead fee for contract administration. In addition, it is proposed that a Full Cost Recovery fee of 45% overhead fee be established for city employees plus the base salary for services rendered. The 45% overhead includes benefits, facility costs which include buildings, automobiles, insurance, benefits, as is defined in Arvin Municipal Code, Section 3.32.030. In 2008, the City Finance Director calculated the staff overhead was 51% and in 2011 the City's Fee Update of 2011 dropped the overhead rate to 45% and this overhead rate was reaffirmed by

the current Finance Director. A Consumer Price Index (CPI) increase of 12.1% will be applied to existing fees for Police, Animal Control. Transit Fees, need no adjustment but is included in the Master Fee Schedule. Transit Fees are estimated at 12% for the year 2017. The City, in order to received Federal subsidies must generate a minimum of 10% of the fare rates, 2017 fare rates are estimated at 12%.

The proposed new and updated fees include services rendered relating to City Facility Rental, Police Services, Animal Control, False Alarm, Park Fees, Planning, Building, Engineering, City Attorney and other contract services. Various Fees were adopted at various times between 1997 thru 2011. These fees for service have not been updated since their adoption.

The City Council has adopted various fees over the years responding to various community needs, state mandates, and changing circumstances which require attention. The City Staff is requesting that the City Council establish a comprehensive fee list based upon past actions and to establish new fees that reflect the City's current needs. As reflected in the table below, City fees have not been comprehensively updated, in some cases, since 1997 and, in other cases, 2008 thru 2011. Due to Consumer Price Index (CPI) and Construction Cost Index (CCI) increases since 1997 to 2017, it is appropriate to revisit existing fees for services provided and adjust accordingly. Additionally, as it will be shown below, the fees below are recommended to be increased pursuant to changes in CPI and CCI, which reasonably reflect the City's increased costs.

BUILDING, ENGINEERING AND PLANNING FEE SERVICES:

The City Council on February 15, 2011 adopted Resolution No. 2011-08 Establishing A Schedule of Fees and Charges for Building, Engineering and Planning Services. The 2011 resolution and its findings established a 45% overhead for City Staff. The fee schedule establishes a mixture of fixed fees and cost recovery fees for services rendered. These fees were based on similar City and County charges for services. The building services was based on the building valuation tables of California Codes. Resolution No. 2011-08 also incorporated an annual CPI for adjustment of fees. Although the resolution was adopted in 2011, no annual adjustment has not occurred since 1997. The 2011 adopted resolution established a potential Consumer Price Index increase, "Amoral Increase or Decrease. The fees shall be adjusted annually based on the Los Angeles-Riverside-Orange County Consumer Price Index (CPI-U)." The purpose of the annual CPI increase or decrease is to insure that cost of services rendered are off-set by the project applicants.

The City Council on April 18, 2017 adopted 2017-26 authorizing the City Manager or designee to sign an indemnification and cost recovery agreement of behalf of the city of Arvin. The City Council requires that the Project Applicant or authorized representative, shall pay deposit amounts (when specified) and enter into an agreement to fully reimburse the City for processing costs. The City shall not be required to perform any work on the application prior to receipt of the deposit and execution of the agreement. The agreement shall also include a provision for

amendments to the agreement and scope of work to cover work that was unforeseen or substantially exceeded time and materials estimates. Within in the agreement, the applicant, authorized representative, shall indemnify the city and contractors for work performed on behalf of the applicant

OVERHEAD FEE-CITY EMPLOYEES:

The City Staff administers a number of consultant contracts, including Engineering Services, Planning Services, Building Services and Legal Counsel Services and the establishment of a 15% Overhead Fee for Administering Contract Employees insures full cost recovery of staff time expended in managing the consultant contracts. In 2011, the City's last fee update established a 45% Overhead for City Employees for services rendered. The 45% overhead includes benefits, facility costs which include buildings, automobiles, insurance, benefits, as is established in Arvin Municipal Code, Section 3.32.030. The 45% overhead is in addition to the City Employee base salary. The Finance Director is establishing a system for Reporting and Accounting for Services Rendered associated with the Full Cost Recovery for Contract Services and City Employees.

ANNUAL UPDATE

It is appropriate for the City of Arvin, to establish an Annual Update Based Upon the Consumer Price Index (CPI) and Construction Cost Index (CCI), as appropriate each year in May allowing a 60 day period prior to implementation of the any increase fee. The purpose of establishing and updating fees in relation to the cost of service and costs of construction is to ensure that the fees charged for service and construction remain relevant and to keep pace with the increases or decreases of inflation AND comprehensive review of services rendered.

PROPOSED FEE SCHEDULES FOR POLICE, ANIMAL CONTROL, CITY FALSE ALARM

The fee schedule for the Police, Animal Control, , False Alarm and Facility Rental are based upon 12.1% Consumer Price Index increase affecting the City's costs and the fees are adjusted to reflect that increase. As noted in the table, some resolutions establishing fees were not available. However, the fees have been in effect and have been collected for services rendered. The 2017 fee adjustment and adoption of the proposed resolution establishing the city's fee schedule will be the bases from this point forward for CPI adjustments as warranted based upon services rendered. As noted above, the City has adopted fees for Animal Control Services, Police Services, False Alarm and have not been updated.

PROPOSED FEE SCHEDULE FOR FACILITY RENTALS, DEPOSITS, AND CALL-OUT FOR CITY EMPLOYEES:

The City of Arvin has a number of public facilities that are rented. Over the years, the City has

adopted various fee schedules that would apply to non-profits, veterans, and residents of Arvin and non-residents. As noted in the proposed 2018 Fee Schedule, Staff is recommending an increase in deposits, facility rentals, and an increase rate for staff call-outs for service.

Deposit Increases: As noted in the proposed fee schedule deposit increases range in increase by \$50.00 to \$150.00. The deposit increase is recommended due to occurrences in which cleanup was not performed by the renter and costs were incurred by the City to complete the necessary clean-up.

Rental Increases: The rental increases range from \$25.00 to \$50.00 for Veterans and Non-Profits. The rental increases for Residents and Non-Residents range from \$50.00 to \$100.00. Staff contacted various cities to compare the City of Arvin's rental fees and found the rental fees much less than other cities.

Call Out of Employees: The current call out rate of charge is \$50.00. Current salary range for Maintenance and Infrastructure Staff is \$62.05 and with the 45% overhead added the cost per employee per hour is \$89.97. Staff is recommended that the Call Out Rate be increased from \$50.00 to \$90.00 per hour.

PROPOSED FEE SCHEDULE FOR TRANSIT:

The fee schedule for Transit Operations will remain the same as was adopted by Resolution No. 2009-23 on April 14, 2009. The Finance Director reviewed the required Fare Box ratio and found it to be meeting current federal ratio. However, the Transit Fees are being included in the Fee Update so that the City may establish a comprehensive fee schedule for ease of review and updates for the future.

PROPOSED FEE SCHEDULE AND COST RECOVERY SYSTEM - ENGINEERING, PLANNING, CITY ATTORNEY AND OTHER CONTRACT SERVICES PLUS CITY STAFF:

The City Council per Chapter 3.32 Fee and Service Charge Revenue/Cost Comparison System has mandated and the City Manager is recommending that a full cost recovery for services be established, especially for development services relating to building, planning, engineering, city attorney and other contracts providing service to the city. The most accurate system to insure full cost recovery is the establishment of a deposit system for services provided by Contract Services and City Staff. Primarily services provided by the City Engineer, Planner, and City Attorney and other contracts are based upon an hourly contract rate established through Service Contracts. The proposed fee schedule identifies that full cost recovery for these services should be the hourly rate of the contract individuals plus a 15% fee to the City recovery its time administering, review, and monitoring contractual services. Some items in the fee schedule are recommended to be a flat fee which relate to very minor requests for development services.

In addition, the 2018 fee schedule is proposing full cost recovery for City Staff when providing

services to individuals. Full cost recovery for City Staff will be their salary, hours expended on the service provided, plus an additional 45% overhead. The 45% overhead includes benefits, facility costs which include buildings, automobiles, insurance, benefits, as is defined in Arvin Municipal Code, Section 3.32.030.

The Planning Services Fee Schedule incorporated an example of the how the full cost recovery plus overhead is calculated. The table below illustrates how the proposed draw down system will be implemented by the City Finance Department. As noted earlier, this is a new tracking and monitoring system for the City of Arvin. City Staff as well as Contract Services will need to amend how time is accounted for and insure that timely submittal of time sheets or time expended is reported to the Finance Department to ensure that the Full Cost Recovery System will be effective.

Example: Initial Study Part 2 - Contract Planner Preparation - deposit required: \$5,000.00. Time Expended by Contract Planner at billing rate of \$125.00 per hour plus 45% - total hours for preparation of report 20 hours. Time Expended by Contract City Engineer at a billing rate of 150.00 per hour plus 45%- total hours for preparation of review 10 Hours. Time Expended by City Attorney 2 hours at billing rate of 165.00 per hour plus 45%. Time expended by Community Development Director 3 hours at a billing rate of \$100.00 PLUS 15%. Time expended by City Clerk \$45.00 per hour plus 15%.

Per the Policy of the City of Arvin, where a deposit falls at or below a 15% reserve level, all work will stop until, a supplemental deposit is submitted in an amount sufficient as determined by the City Manager or designee. For example, a \$5,000.00 deposit will require additional funds to be submitted when the funds expended is at 15% (750.00).

Initial Study Part 2 / Personnel	Time Expended on Report	Rate of Pay	Plus Contract services Overhead	City Employee Overhead	Total Costs and Deduction from Deposit	Deposit Required
Applicant Deposit	0					\$5,000.00
Contract Planner	20	125.00	15%		2,500.00 X 15%=375.00	(2,875.00)
Contract Engineer	10	150.00	15%		1,500 X 15%=25.00	(1,725.00)
Applicant Deposit Additional Funds	Note: Work is to stop until additional deposit is received.					400.00 plus \$5,000.00 = \$5400.00
Contract City Attorney	2	165.00	15%		330.00 X 15% =49.50	(349.50)
						5050.50
Community Development Director	3	100.00		45%	100.00 X 45% = 45.00	(145.00)
						4,901.50
City Clerk	2.0	45.00		45%	90.00 X 45% = 40.50	(130.50)
						4,477.00
Public Hearing Notice and Mailing Labels						(250.00 + 75.00) = 325.00

(Fixed Fee)						
						4146.00
Notice to Adjacent Property Owners - Postage (Fixed Fee)						(Normally about 200 notices mailed .42 X 200 = 84.00)
						4,062.00
Contract Planner Staff Report	4.0	125.00	15%		500 X 15% = 75	(575.00)
						3,988.00
City Manager Review	1.5	150.00		45%	225 X 15% = 33.75	(258.75)
						3,729.25
Contract City Attorney Review	1.0	165			165 X 15% = 24.75	(189.75)
						3,603.00
Planning Commission Meeting Hearing Date and Attendance by City Planner, City Clerk,	1.0	125.00	15%		125.00 X 15% = 18.75	(143.75)
PC Follow Up Letter and Final PC Resolutions	1.5	125.00	15%		125.00 X 15% = 18.75	(168.75)
Balance Refund to Applicant						3,434.00

MONITORING AND ADMINISTRATION OF THE PROGRAM - CONTRACT SERVICES AND CITY EMPLOYEE SERVICES:

The proposed cost recovery system is different from the traditional fee study in establishing a fee structure. The normal process is to prepare a detailed time and motion study which identifies each person involved with a project, calculated the hourly rate (yearly salary minus vacation and sick days) add the overhead rate and resulting in a base fee. Base fee is generally all individuals time expended on a typically project. The purpose of this type of study is to establish a basis for charging a fee that does not exceed the cost of providing the service.

The proposed Cost Recovery System for services will require tracking of time expended by everyone, hard costs expended, such as printing, mailing, advertising, etc. for each project. This will be a new but trending process for city employees that will require tracking of time expended, hard costs expended, and reporting on a daily or weekly basis. This cost recovery system complies with the requirement that the fees charged for services shall not exceed costs of providing the service.

The Finance Department will establish a monitoring system which tracks time expended by both Contract and City Staff plus the overhead percentage and maintain a balance sheet on a regular schedule. Each person will be inputting time expended on a specific project and providing the information to the Finance Department. The Finance Department will advise all persons providing time expended on the project as to the available balance and will, when needed request

additional funds from the applicant. Should the funds drop below a certain level, proposed to be 15% of the original deposit, the city will stop processing and will halt services until funds are deposited. Should funds not be deposited within a specific time period, the application will be considered withdrawn.

BUILDING SERVICES:

Building Fees were adopted in 2011 utilizing much of the Kern County's building fee schedule. . Based upon Staff's review the fees adopted were based upon the California Uniform Administrative Code of 1997 and a valuation concept. The proposed fee, 2018, for building service is based upon the California Uniform Administrative Code of 1997 and an increase which averaged over the last 20+ years, since 1997, is calculated at a 60% increase. The building fee schedule has been adjusted to the 2017 level. The Building Fee Schedule shows the existing, 2011 fee, and the proposed, 2017, fee. Building service fees include many aspects as seen in the fee schedule. The Building Technician calculates the building permit fee upon submittal of an application and collects the fee on behalf of the City.

FEE FOR PARK DEVELOPMENT AND IMPROVEMENT:

In 2008, the City adopted Resolution No. 08-50 -Development Park Fees adopted on October 14, 2008 and Ordinance No. 378 - Chapter 16. 22 Fee for Park Development and Improvement which established the fee based upon the estimated cost for development of and purchase of land for a typical 10-acre park. The resolution provides for an annual increase of Park Fees based upon the Construction Cost Index (CCI). Staff reviewed and updated the estimated cost of improvements based on the CCI increase of 38.1% from 2006 to 2017. In addition, Staff reviewed the cost of land and established an estimate of \$44,000 per acre for land acquisition, prior land costs were based on \$30,000.00 per acre. The two factors, CCI increase and land cost increase, resulted in a proposed increase for Park Fees from \$2,505.96 per dwelling unit to \$3,565.00 per dwelling unit. Section 66477 of the Government Code provides that the City Council may by ordinance require dedication of land or impose a requirement of the payment of fees in lieu of land dedication for park or recreational purposes as a condition of a tentative map or parcel map, commonly known as Quimby Fees. The City prepared a Park Development Worksheet which established the standard of 2.5 acres per 1,000 population and provided a detailed cost estimates for developing a typical 10 acre park site with improvements.

AUTHORITY:

California State Law, Government Code, Section 66016 authorizes and establishes procedures for the establishment of and collection of fees for development projects in which to defray estimated costs for review and coordination of services provided and for development projects. Government Code Section 54896 is the same procedure for adoption of other fees. The adoption

of the attached resolution will establish fees to be collected for individual request for service, performance of service, and/or development applications. Fees for services, such as Police, Animal Control, False Alarm, Facility Rental, and Transit may effective the next business day. Fees for development applications for Planning, City Engineering, City Attorney, and other contract employees as well as City Staff become effective after a 60-calendar day period after final action. Since this is the first Master Fee Schedule to be adopted, it is recommended that all fees service and development, become effective 60 days after adoption.

The following is a listing of the various ordinances, resolutions, and type of services adopted at various times by the City of Arvin.

Name of Fee	Resolution No.	Date Adopted	Effective Date	Notes
Wastewater Connection	2010-42 Last increase was effective on January 1, 2013	October 5, 2010	October 15, 2010	Resolution established a yearly increase up to January 1, 2013 Effective immediately
Animal Control Services Title 6 - Regulating Animals	2009-15	March 24, 2009	March 25, 2009	Effective next day
Transit Fee	2008-55 2009-23	November 12, 2008 April 14, 2009	November 13, 2008 April 15, 2009	Effective next day
Park Fee - Chapter 16.22	08-50	October 14, 2008	December 14, 2008	Effective 60 days after adoption
False Alarm	Ord 375 Chapter 5.36	January 28 2008		Effective next day
Facility Fees	2005, 2006, 2008, 2009, and 2015			Effective next day
Finance/City Clerk Service Fee	Various Fees established at various times.			Effective next day
Police Fees				
Planning, Building and Engineering Fees Titles 15 - Building Title 16 - Subdivisions Title 17 - Zoning	Resolution No. 2011-08	February 15, 2011	April 16, 2011	Effective Date - 60 Days after final action Note: Building Fees were reflective of Kern County Fees which were based in 1997
Building Fee - Roof Top Solar	2015-47	November 17, 2015	November 18, 2015	Effective Next Day

ENVIRONMENTAL REVIEW:

Staff has performed a preliminary environmental assessment of this project and finds that the adoption of fees pursuant to the attached Resolution does not constitute a project under the California Environmental Quality Act (“CEQA”), pursuant to CEQA Guidelines §15378(b)(4), because the fees contemplated by this Resolution are for the purpose of defraying the costs borne by the City in providing certain services and conducting regulatory activities pursuant to the City’s Municipal Code, and therefore are for the creation of government funding mechanisms or other government fiscal activities, which do not involve any commitment to any specific project which may result in a potentially significant physical impact on the environment. Furthermore, even if the adoption of fees pursuant to this Resolution does constitute a project under CEQA, the City Council finds and determines that said action is exempt from CEQA under CEQA Guidelines Sections 15061(b)(3), in that there is no possibility that the activity in question may have a significant effect on the environment, because the adoption of these fees relates only to the creation of government funding mechanisms or other government fiscal activities which do not involve any commitment to a specific project, and which do not have the effect of permitting new uses within the City, instead merely providing further regulations by updating and establishing fees for existing uses already permitted. Finally, the adoption of fees pursuant to this Resolution is exempt from CEQA pursuant to CEQA Guidelines Sections 15061(b)(1) and 15273 because it is for the establishment of charges which the City Council finds are for the purpose of meeting City operating expenses.

EXHIBITS AND ATTACHMENTS

Resolution of the City Council of the City of Arvin, California, Amending and Updating the Existing Citywide Master Fee Schedule, Thereby Adjusting the Existing Citywide Fees and Charges and adoption of CEQA exemption findings per CEQA Guidelines, sections 15061(b)(1), 15061(b)(3), 15273, and 15378(b)(4).

Exhibit A - City of Arvin -Comprehensive Fee Program for Police, Animal Control, Rental of City Facilities, , Transit; Park Fees, Engineering Fees, Planning Fees, and Building Fees.

2011 Schedule - Resolution No. 2011-08 dated February 15, 2011

ATTACHMENTS:

- Exhibit A to Resolution (1) - 2018 Update- Arvin Police Depart Fee Schd
- (2) - 2018 Arvin Animal Control Fee Schd
- (3) - 2018 Arvin Transit Fee Schd
- (4) - 2018 Arvin Facility Rental Fee Schd
- (5) Park Land and Improve Update June 13 2018
- (5.1) Park Development Fee Worksheet 2008 - 2018
- (5.2) - Park Fee - Reso 08-50, 10-14-08 Park Dev Fees
- (6) - Arvin - City Engineer Fee 2018 Update
- (7) - 2018 Building Fee Schedule Index

(7a) - Building Fee Update

(8) - 2018 Planning Fee Schedule Index

(8a) - Arvin - Planning Fee - 2018 Update

2011-08 Reso Establishing Bldg, Planning, and Engineering Fees

PH Notice Fees for June 19 2018

RESOLUTION

A RESOLUTION OF THE CITY COUNCIL OF THE CITY OF ARVIN AMENDING AND UPDATING THE EXISTING CITYWIDE MASTER FEE SCHEDULE, THEREBY ADJUSTING THE EXISTING CITYWIDE FEES AND CHARGES.

WHEREAS, the City of Arvin has conducted an analysis of its services, its regulatory activities, the costs reasonably borne of providing those services, the beneficiaries of those services, certain development impact fees, and the revenues produced by those paying fees and charges for such services and their share of the costs of regulation; and

WHEREAS, on October 28, 2008, the City Council adopted Ordinance No. 378, establishing a “Fee for Park Development and Improvement” which is imposed upon new dwelling units, as that term is defined therein, in development projects to fund the necessary development, improvement, and/or enhancement of the City’s public parks required by such; and

WHEREAS, the City Council finds that the procedural requirements established by the Mitigation Fee Act have been met; and

WHEREAS, the City Council has also established various fees and charges for City services and regulatory activities relating to its Police Department, Animal Control Services, City Facility Rentals, Transit, Building Services, City Engineering Services, and City Planning Services; and

WHEREAS, the City Council further desires to continue its established policy of recovering the full costs reasonably borne, as established by Chapter 3.32 Fee and Service Charge Revenue/Cost Comparison System, of providing special services and programs of a voluntary and limited nature, and regulatory services deemed necessary to protect the public health, safety or welfare, such that general taxes are not diverted from general services of a broad nature and thereby utilized to subsidize unfairly and inequitably such special services; and

WHEREAS, the City Council further desires to increase certain existing fees to more accurately reflect the current costs of providing such special and regulatory services and programs, and to establish fees to offset the expense of providing those special and regulatory services and programs heretofore provided at less than the costs reasonably borne by the City for the same services; and

WHEREAS, the City Council further desires to establish its policy regarding charges to be recovered from users of certain City services, and beneficiaries of certain City programs, which the City Council has determined are particularly important to protection of the public health, safety and welfare, and to direct City staff as to the methodology for implementing this direction to encourage certain users of City services to obtain permits and inspections; and

WHEREAS, City staff conducted an analysis of the required fees and dedication of land

for park purposes and determined that the amount of the fee proposed under the Master Fee Schedule, attached hereto as Exhibit A, was calculated pursuant to Government Code Section 66477; and

WHEREAS, City staff conducted a study and analysis, which was presented to the City Council as part of a report from City staff at its public hearing on June 19, 2018, of the fees to be charged pursuant to the Master Fee Schedule, and has determined that the fees proposed within the Master Fee Schedule bears a reasonable relationship to the costs borne by the City in providing the applicable service and/or regulatory activity (“Fee Analysis”); and

WHEREAS, pursuant to Government Code Sections 66014, 66016, 66017, and 66018, the specific fees to be charged for certain regulations, services and products may be adopted by ordinance or by resolution, following notice and public hearing; and

WHEREAS, notice of public hearing has been given pursuant to Government Code Section 6062a, oral and written presentations made and received, and the required public hearing, where the City Council accepted and considered oral and written testimony, was held on June 19, 2018; and

WHEREAS, a schedule of fees and charges to be paid by those requesting such special services and products, and who are the recipients of the benefits of certain City regulatory programs, must be adopted so that the City might carry in to affect its policies; and

WHEREAS, the proposed fees, including the Fee Analysis, as is required by Government Code Section 66016 was made available at the City Clerk’s Office located at 200 Campus Drive and the Community Development Department located at 141 Plumtree Drive 10 days prior to the public hearing; and

WHEREAS, the proposed fees and charges, including the Fee Analysis, was made available on the City’s web site 10 days prior to the public hearing for public review, and

WHEREAS, the City Council now desires to adopt the Master Fee Schedule, attached hereto as Exhibit A.

NOW, THEREFORE, THE CITY COUNCIL OF THE CITY OF ARVIN HEREBY RESOLVES AS FOLLOWS:

Section 1. The above recitals are true and correct, and incorporated herein by this reference.

Section 2. The City Council finds that the adoption of fees pursuant to this Resolution does not constitute a project under the California Environmental Quality Act (“CEQA”), pursuant to CEQA Guidelines §15378(b)(4), because the fees contemplated by this Resolution are for the purpose of defraying the costs borne by the City in providing certain services and conducting regulatory activities pursuant to the City’s Municipal Code, and therefore are for the creation of government funding mechanisms or other government fiscal

activities, which do not involve any commitment to any specific project which may result in a potentially significant physical impact on the environment. Furthermore, even if the adoption of fees pursuant to this Resolution does constitute a project under CEQA, the City Council finds and determines that said action is exempt from CEQA under CEQA Guidelines Sections 15061(b)(3), in that there is no possibility that the activity in question may have a significant effect on the environment, because the adoption of these fees relates only to the creation of government funding mechanisms or other government fiscal activities which do not involve any commitment to a specific project, and which do not have the effect of permitting new uses within the City, instead merely providing further regulations by updating and establishing fees for existing uses already permitted. Additionally, the adoption of fees pursuant to this Resolution is exempt from CEQA pursuant to CEQA Guidelines Sections 15061(b)(1) and 15273 because it is for the establishment of charges which the City Council finds are for the purpose of meeting City operating expenses. Finally, none of the exceptions to Categorical Exemptions set forth in the CEQA Guidelines Section 15300.2 apply to the adoption of fees pursuant to this Resolution.

Section 3. Based upon the forgoing, presentations made by staff at the June 19, 2018 public hearing, oral and written testimony by interested parties at the June 19, 2018 public hearing, the City Council hereby approves and adopts the fees and charges for regulations, services and products set forth in Exhibit A attached hereto and incorporated herein by reference. The City Council further finds that, except where such fees and charges have been reduced or subsidized, the fees and charges established herein do not exceed the estimated, reasonable costs incurred by the City in providing the regulations, services and products to which each such fee or charge applies.

Section 4. The City Council hereby authorizes the City Manager, or his or her designee(s), to adopt administrative procedures and regulations for the collection of the fees contemplated by this Resolution, provided that such administrative procedures and regulations are consistent with this Resolution and all applicable law.

Section 5. Any and all provisions of prior Resolutions of the City Council establishing or modifying fees for the services, programs or products set forth in Exhibit "A," are hereby repealed and replaced as of the effective date of the fees set forth in said Exhibit "A;" provided, however, that such repeal shall not excuse or affect the failure of any person or entity to pay any fee heretofore imposed upon such person or entity.

Section 6. The City Staff shall provide a report on an annual basis, January of each calendar year, as to potential increase or decrease based upon Consumer Price Index (CPI) most reasonable related to Los Angeles-Riverside-Orange County, and said report shall be provided to the City Council with appropriate recommendation for an annual adjustment in fees to insure full cost recovery for services are maintained.

Section 7. If any section, subsection, subdivision, paragraph, sentence, clause or phrase of this Resolution or any part hereof is for any reason held to be invalid or unconstitutional, such decision shall not affect the validity of the remaining portion of this Resolution or any part thereof. The City Council hereby declares that it would have passed each

section, subsection, subdivision, paragraph, sentence, clause or phrase hereof, irrespective of the fact that any one or more section, subsection, subdivision, paragraph, sentence, clause or phrase be declared invalid or unconstitutional.

Section 8. The fees or charges established pursuant to this Resolution shall take effect 60 days following the adoption of this Resolution.

I HEREBY CERTIFY that the foregoing resolution was passed and adopted by the City Council of the City of Arvin at a Regular Meeting thereof held on the 19th day of June, 2018 by the following vote:

ATTEST

CECILIA VELA, City Clerk

CITY OF ARVIN

By: _____
JOSE GURROLA, Mayor

APPROVED AS TO FORM:

By: _____
SHANNON L. CHAFFIN, City Attorney
Aleshire & Wynder, LLP

I, _____, City Clerk of the City of Arvin, California, DO HEREBY CERTIFY that the foregoing is a true and accurate copy of the Resolution passed and adopted by the City Council of the City of Arvin on the date and by the vote indicated herein.



City of Arvin
 200 Campus Drive, P.O. Box 548
 Arvin, CA 93203
 Phone 661-854-3134 - Fax 661-854-0817

Police Fee Schedule
 Resolution No. 2018-XX
 Dated: June 3, 2018
 Effective Date August 4, 2018

SERVICE AND APPLICATION FEES-				
THE POLICE DEPARTMENT CONDUCTED A SURVEY OF FOUR CITIES TO COMPARE SERVICES PROVIDED AND FEES CHARGED FOR SERVICES NOTE THAT THERE ARE FEES THAT ARE HIGHER BASED UPON THE CPI INCREASE HOWEVER, THE ARVIN POLICE DEPARTMENT DESIRE TO CREATE A FEE SCHEDULE COMPARABLE TO SURROUNDING CITIES.				
Description	CURRENT FEE	CPI2011 THRU 2017- 12.1%	2018 FEE	HISTORICAL RESOLUTIONS AND NOTES
False Alarm Fee – Initial Fee	\$50.00	62.00	50.00	Resolution No. 08-17 March 25 2008
Annual Renewal Fee	\$50.00	62.00	50.00	Resolution No. 08-17 March 25 2008
False Alarm Fee (Occurrence within 12 month period) -	FIRST THREE (3) FREE THEN CHARGES AFTER THE 3 RD OCCURRENCE.	0.00	0	As of January 22, 2008, the Arvin City Council established by Resolution the following fees for FALSE ALARMS within a 12 month period.
False Alarm Fee – 4 th Occurrence -	100.00	121.00	100.00	
False Alarm Fee – 5 th Occurrence and subsequent occurrences -	150.00	168.00	200.00	
False Alarm Fee- - After 5 th Occurrence – Each occurrence	200.00	212.00	300.00	
Finger Print Cards – Per Card	10.00	11.00	25.00	
Character Reference Letter – Local Record Only	20.00	22.00	25.00	
Traffic Collision Report – No Injuries	10.00	11.00	25.00	
Traffic Collision Report – With Injuries	25.00	28.00	25.00	
All Other Crime Reports	10.00	11.00	25.00	
Citation Sign Off - Each	10.00	11.0	10.00	
Storage Impound Vehicle Release	35.00	39.00	150.00	
Vehicle Repossession Fee	15.00	17.00	15.00	
Live Scan	10.00	11.00 DOJ FEE NOT INCLUDED	25.00 DOJ FEE NOT INCLUDED	
Copies of Citations – each copy	3.00	3.40	15.00	

Attachment: Exhibit A to Resolution (1) - 2018 Update- Arvin Police Depart Fee Schd [Revision 3]



City of Arvin
 200 Campus Drive, P.O. Box 548
 Arvin, CA 93203
 Phone 661-854-3134 - Fax 661-854-0817

Police Fee Schedule
 Resolution No. 2018-XX
 Dated: June 3, 2018
 Effective Date August 4, 2018

SERVICE AND APPLICATION FEES-					
Description	CURRENT FEE	CPI2011 THRU 2017 -12.1%		PROPOSED 2018 FEE	NOTES
Other Police Service Fees					
Concealed Weapon Permit – Initial ³	D.O.J. FEE + 100.00	112.00+ D.O.J. FEE		100.00 + D.O.J. FEE	
Concealed Weapon Permit – renewal ³	D.O.J. FEE + 25.00	28.00+ D.O.J. FEE		25.00 + D.O.J. FEE	
Concealed Weapons – Application Amendment Fee	50.00	56.00		50.00	
Fire Arm Dealer License	13.00	15.00		15.00	
Audio, Video or Photo Duplication Fee ¹	DIRECT COST OF DUPLICATION PLUS STAFF TIME AND 45%			20.00 RADIO/PHONE CD 26.50 PICTURE CD 7.00 PER PHOTO PRINT COLOR	STAFF SALARY PLUS 45% FOR REASONABLE COST BORN
Citation Sign-Off (other agency)	10.00	11.00		10.00	
Civil Subpoena	150.00	168.00		FEE SET BY CODE	
Clearance Letter/Investigation	31.00	35.00		31.00	
Copy of Lost Citation -	15.00	17.00		15.00	
Emergency Vehicle DUI Incident Recovery Fee	67.00 PER HOUR	DEPOSIT 150.00		0	STAFF SALARY PLUS 45% FOR REASONABLE COST BORN MINIMUM OF ONE HOUR
Fingerprints – Ink ¹	10.00	11.00		25.00	
Fire Arms Safekeeping storage and impound	20.00 PER MONTH	22.00		0	
Traffic or crime reports ⁴	15.00 SET FEE	17.00		25.00	
Traffic or property damage report ⁴	15.00 SET FEE	17.00		25.00	
Miscellaneous Items/Mitigation Fees	STAFF FULLY BURDENED HOURLY RATE	DEPOSIT 150.00		0	STAFF SALARY PLUS 45% FOR REASONABLE COST BORN MINIMUM OF ONE HOUR

Attachment: Exhibit A to Resolution (1) - 2018 Update- Arvin Police Depart Fee Schd [Revision 3]

	<p>City of Arvin 200 Campus Drive, P.O. Box 548 Arvin, CA 93203 Phone 661-854-3134 - Fax 661-854-0817</p>
<p>Police Fee Schedule Resolution No. 2018-XX Dated: June 3, 2018 Effective Date August 4, 2018</p>	

SERVICE AND APPLICATION FEES-					
Description	CURRENT FEE	CPI2011 THRU 2017 12.1%		PROPOSED 2018 FEE	NOTES
Photocopying Fee for misc. City of Arvin Documents	-				PHOTO COPIES AS SET IN CITY CLERK'S OFFICE
Records Check and Letter	31.00		35.00	31.00	
Vehicle Impound/Storage Release	40.00		45.00	150.00	
Vehicle Impound Release - Vehicle Towed pursuant to DUI	150.00		168.00	0	CAN NO LONGER CHARGE THIS FEE
VIN Verification – Non-Resident -	20.00		21.00	20.00	
VIN Verification – Resident -	10.00		11.00	20.00	
New Bicycle License and registration certificate	2.00		4.00	3.00	
Bike License Transfer or Renewal ²	2.00		2.00	0	
ABC Letter for Alcohol Permit -Clearance	31.00		DEPOSIT 150.00	31.00	STAFF SALARY PLUS 45% FOR REASONABLE COST BORN MINIMUM OF ONE HOUR

¹ Fee charged based on California Public Records Act, Government Code Sections 6250 et seq.
² Fee charged based on California Vehicle Code section 39004
³ Department of Justice Fee – 26150 Concealed Weapon
⁴ Fee limited by California Penal Code 13300 – Traffic Reports

Attachment: Exhibit A to Resolution (1) - 2018 Update- Arvin Police Depart Fee Schd [Revision 3]



City of Arvin
 200 Campus Drive, P.O. Box 548
 Arvin, CA 93203
 Phone 661-854-3134 - Fax 661-854-0817

Animal Service Fee Schedule

Resolution No. 2018 - XX- Dated June 19, 2018
 Effective Date August 20, 2018

THE POLICE DEPARTMENT / ANIMAL SERVICES CONDUCTED A SURVEY OF FOUR CITIES TO COMPARE SERVICES PROVIDED AND FEES CHARGED FOR SERVICES. NOTE THAT THERE ARE FEES THAT ARE HIGHER AND SOME ARE LOWER BASED UPON THE CPI INCREASE HOWEVER, THE ARVIN POLICE DEPARTMENT DESIRE TO CREATE A FEE SCHEDULE COMPARABLE TO SURROUNDING CITIES.				
Description	CURRENT FEE	CPI2011 THRU 2017 12.1%	2018 FEE	NOTES
LICENSE FEES	RESOLUTION 2009-05 DATED MARCH 24 2009			
Lost License Tag	1.00	1.12	5.00	
License Fee Natural dog over 4 months but less than 1 year old	25.00	28.00	25.00	
License Fee Altered dog over 4 months but less than 1 year old	15.00	16.50	15.00	
License Fee Natural dog over 1 year old	25.00 per year 40.00 every 2 years 60.00 every 3 years	28.00 per year 45.00 every 2 years 67.25 every 3 years	25.00 per year 40.00 every 2 years 60.00 every 3 years	
License Fee Altered dog over 1 year old	15.00 per year or 22.00 every 2 years or 30.00 every 3 years	17.00 per year or 25.00 every 2 years or 34.00 every 3 years	15.00 per year or 22.00 every 2 years or 30.00 every 3 years	
Companion Dog	0 but permit required	0 but permit required	0 but permit required	
Unpaid Dog License Fee	10.00 late charge	11.25 late charge	10.00 late charge	
DISPOSAL/REMOVAL FEES				
Euthanasia	65.00	72.00	72.00	
Disposal of dog, or cat	30.00	34.00	34.00	
Disposal of other animals				
Less than 25 pounds	30.00	34.00	30.00	
26-100 pounds	55.00	62.00	55.00	
Over 100 pounds	110.00	123.00	110.00	
Owner Surrender	55.00	71.50	250.00	
Female Dog in Heat at Large	10.00	11.25	10.00	



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Animal Service Fee Schedule
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Description	CURRENT FEE	CPI2011 THRU 2017- 12.1%	2018 FEE	NOTES
IMPOUND/DETENTION FEE				
Impound and/or Capture and Detention Fees for Unlicensed Natural Dog	45.00 1 st time 55.00 2 nd time 85.00 3 rd and more	51.00 1 st time 62.00 2 nd time 95.00 3 rd and more	75.00 1 st time 150.00 2 nd time 300.00 3 rd and more	
Impound and/or Capture and Detention Fees for Licensed Natural Dogs	30.00 1 st time 50.00 2 nd time 80.00 3 rd and more	34.00 1 st time 56.00 2 nd time 101.00 3 rd and more	50.00 1 st time 80.00 2 nd time 160.00 3 rd and more	
Impound and/or Capture and Detention Fees for Unlicensed Altered Dogs	30.00 1 st time 40.00 2 nd time 70.00 3 rd and more	34.00 1 st time 45.00 2 nd time 78.00 3 rd and more	40.00 1 st time 80.00 2 nd time 160.00 3 rd and more	
Impound and/or Capture and Detention Fees for Licensed Altered Dogs	30.00 1 st time 40.00 2 nd time 50.00 3 rd and more	34.00 1 st time 45.00 2 nd time 56.00 3 rd and more	15.00 1 st time 30.00 2 nd time 60.00 3 rd and more	
Impound and/or Capture and Detention of Unlicensed Vicious Dogs	110.00 1 st time 160.00 2 nd time 210.00 3 rd and more	123.00 1 st time 179.00 2 nd time 235.00 3 rd and more	150.00 1 st time 300.00 2 nd time 450.00 3 rd and more	
Impound and/or Capture and Detention of Licensed Vicious Dogs	110.00 1 st time 160.00 2 nd time 210.00 3 rd and more	123.00 1 st time 179.00 2 nd time 235.00 3 rd and more	150.00 1 st time 300.00 2 nd time 450.00 3 rd and more	
Impound and/or Capture and Detention of Animals Other than Dogs			SMALL ANIMAL 25.00 1 st time 50.00 2 nd time 100.00 3 rd and more	
Less than 25 pounds	30.00	34.00	Large Animal 150.00 1 st time 300.00 2 nd time 450.00 3 rd and more	
26 to 100 pounds	\$55.00	62.00		
Over 100 pounds	\$105.00	\$118.00		
Additional Fee for afterhours impound or capture and detention	55.00	150.00	55.00	STAFF SALARY PLUS 45% MINIMUM 1 HOUR

	<p><i>City of Arvin</i> 200 Campus Drive, P.O. Box 548 Arvin, CA 93203 Phone 661-854-3134 - Fax 661-854-0817</p>
<p>Animal Service Fee Schedule Resolution No. 2018 - XX– Dated June 19, 2018 Effective Date August 20, 2018</p>	

THE POLICE DEPARTMENT CONDUCTED A SURVEY OF FOUR CITIES TO COMPARE SERVICES PROVIDED AND FEES CHARGED FOR SERVICES. BASED UPON THIS SURVEY, THE FEE ARE LISTED BELOW. NOTE THAT THERE ARE FEES THAT ARE HIGHER BASED UPON THE CPI INCREASE HOWEVER, THE ARVIN POLICE DEPARTMENT/ANIMAL SERVICES DESIRE TO CREATE A FEE SCHEDULE COMPARABLE TO SURROUNDING CITIES.				
Description	CURRENT FEE	CPI2011 THRU 2017 - 2.1%	2018 FEE	NOTES
KENNEL OPERATION PERMIT FEES				
Kennel with facilities to house/board over 20 dogs and permittees keeping over 20 dogs	100.00	112.00	375.00 (20 TO 49) 450.00 (50-100) PLUS 10 (100+)	
Kennel with facilities to house/board not more than 20 dogs and permittees keeping not more than 20 dogs	75.00	84.00	150.00 (5 -10) 300.00 (11-19)	
Kennel with facilities to house/board not more than 10 dogs and permittees keeping not more than 10 dogs	50.00	56.00	150.00 (5 -10) 300.00 (11-19)	

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	<p><i>City of Arvin</i> 200 Campus Drive, P.O. Box 548 Arvin, CA 93203 Phone 661-854-3134 - Fax 661-854-0817</p>
<p>Animal Service Fee Schedule Resolution No. 2018 - XX- Dated June 19, 2018 Effective Date August 20, 2018</p>	

THE POLICE DEPARTMENT CONDUCTED A SURVEY OF FOUR CITIES TO COMPARE SERVICES PROVIDED AND FEES CHARGED FOR SERVICES. BASED UPON THIS SURVEY, THE FEE ARE LISTED BELOW. NOTE THAT THERE ARE FEES THAT ARE HIGHER BASED UPON THE CPI INCREASE HOWEVER, THE ARVIN POLICE DEPARTMENT/ANIMAL SERVICES DESIRE TO CREATE A FEE SCHEDULE COMPARABLE TO SURROUNDING CITIES.

Description	CURRENT FEE	CPI2011 THRU 2017 - 2.1%	2018 FEE	NOTES
EXOTIC/WILD ANIMAL ANNUAL PERMIT FEES				
One or more animals each weighing less than 25 pounds	30.00	34.00	30.00	
One or more animals each weighing 25-50 pounds	36.00	40.00	36.00	
One or more animals each weighing 50-100 pounds	48.00	54.00	48.00	
One or more animals each weighing over 100 pounds	72.00	81.00	72.00	

Attachment: (2) - 2018 Arvin Animal Control Fee Schd [Revision 2] (Resolution Amending and Updating



City of Arvin
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Transit Fee Schedule

Resolution No. 2018 – Dated June 19, 2018
 Effective Date August 20, 2018

TRANSIT FEES	RESOLUTION 2009-23 DATED ARIL 14, 2009	*2011 - 2017 CPI	2018 FEE	NOTES
	RESOLUTION 2009-23 DATED ARIL 14, 2009	12.1%		THE 2009 RESOLUTION IDENTIFIES THE FARE: <ul style="list-style-type: none"> • ADJUSTED FOR RATE OF INFLATION • ACHIEVED STATE REQUIRED FARE BOX RECOVERY RATIOS, AND HELP TO OFFSET INCREASING OPERATIONAL COSTS • 2017 CURRENT FARE MEETS REQUIRED REVENUE FOR STATE MATCH
SERVICE	FARE		FARE	
General	1.00		1.00	
Senior	0.75		0.75	
ADA	0.75		0.75	
Companion	FREE		FREE	
Child (5 and under)	FREE		FREE	
DIAL A RIDE	FARE		FARE	
General	1.00		1.00	
Senior	1.00		1.00	
ADA	1.00		1.00	
Companion	FREE		FREE	
Child (5 and under)	FREE		FREE	
ARVIN LAMONT	FARE		FARE	
General	1.00		1.00	
Senior	1.00		1.00	
ADA	1.00		1.00	
Companion	FREE		FREE	
Child (5 and under)	FREE		FREE	

NOTE: No Fee Increase is proposed - Arvin recovered over 10% of its costs at the fare box in 2017 – Minimum needed to receive Federal Grants.

Attachment: (3) - 2018 Arvin Transit Fee Schd [Revision 1] (Resolution Amending and Updating the



City of Arvin
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Facility Buildings – Park Facility - Fee Schedule

Resolution No. 2018 – XX –
 Dated June 19, 2018
 Effective Date August 20, 2018

Veterans Hall and Grounds 414 4th Street - Assembly Capacity: 430 Banquet Capacity: 218	Veterans Funeral – Resolution 2015-04, Dated: January 20, 2015 Effective Date January 2, 2015	Non-Profit – Rental – Resolution 2008-20 Dated April 22, 2008 Resolution No. 2005-45 Resolution No. 2006-39	Resident and Non-Resident Rental	Deposit	Proof of Insurance (P of I)	Penalty Fee – If Application is Not Complete Information – Each Occurrence	DAY AFTER SATURDAY EVENT – ACCESS TO VETERANS HALL AND GROUNDS (SUNDAY 8 AM TO 12:00 (NOON) – CLEAN UP	NO SHOW – CALL OUT FEES – ALL FACILITIES (15 MINUTE GRACE PERIOD) PLUS EACH CALL OUT OF STAFF	2018 update for call out fees	Notes and Historical Information
Rental Monday thru Thursday	0	0	N/A	350.00	Required P of I	100.00	250.00	50.00	90.00*	
Rental Friday thru Sunday	50.00	400.00 200.00	N/A	350.00 450.00	Required P of I	100.00	250.00	50.00	90.00*	
Sunday thru Saturday Resident and Non-Resident	50.00	400.00 200.00	750.00	350.00 450.00	Required P of I	100.00	250.00	50.00	90.00*	

Attachment: (4) - 2018 Arvin Facility Rental Fee Schd [Revision 1] (Resolution Amending and Updating



City of Arvin
 200 Campus Drive, P.O. Box 548
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Facility Buildings – Park Facility - Fee Schedule

Resolution No. 2018 – XX –
 Dated June 19, 2018
 Effective Date August 20, 2018

Facility	Rental	Rental	Rental	DEPOSIT	(P of I)	Penalties	DAY AFTER – VET HALL	NO SHOW OR CALL OUT	
ADOBE PLAZA SUITE 'Y'. KITCHEN - 141 A Street	Veterans Funeral – Resolution 2015-04, Dated: January 20, 2015 Effective Date January 2, 2015	Non- Profit – Rental – Reso 2008-20 Dated April 22, 2008 Reso No. 2005-45 Reso No. 2006-39	Resident and Non-Resident	DEPOSIT	Proof of Insurance	Fee – If Application is Not Complete - Each Occurrence	SATURDAY EVENT – ACCESS TO VETERANS HALL AND GROUNDS (SUNDAY 8 AM TO 12:00 (NOON) – CLEAN UP	CALL OUT FEES – ALL FACILITIES (15 MINUTE GRACE PERIOD) PLUS, EACH CALL OUT OF STAFF	2018 update for call out fees (BASE SALARY PLUS 45%)
Y-Suite- Monday thru Thursday	0	25.00	400.00 150.00	100.00	(P of I)	100.00	N/A	50.00	90.00*
Y Suite – Friday thru Sunday	0	25.00 50.00	400.00 150.00	100.00	(P of I)	100.00	N/A	50.00	90.00*
Y Suite plus Kitchen – Monday thru Thursday	0	50.00 75.00	450.00 200.00	100.00	(P of I)	100.00	N/A	50.00	90.00*
Y Suite plus Kitchen – Friday thru Sunday	0	25.00 100.00	450.00 250.00	400.00 150.00	(P of I)	100.00	N/A	50.00	90.00*
Kiosk Area Occupancy - 75	100.00	400.00 150.00	400.00 150.00	50.00 100.00	(P of I)	100.00	N/A	50.00	90.00*

*Note: Current Maintenance and Infrastructure Staff (2017) base salary 62.05 with 45% for RCB – hourly rates for Call Out is \$89.97 rounded up to 90.00 per hour

Attachment: (4) - 2018 Arvin Facility Rental Fee Schd [Revision 1] (Resolution Amending and Updating



City of Arvin
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Facility Buildings – Park Facility - Fee Schedule

Resolution No. 2018 – XX –
 Dated June 19, 2018
 Effective Date August 20, 2018

Note 2: P of I means Proof of Insurance

Facility	Rental	Rental	Rental	DEPOSIT	(P of I)	Penalties	DAY AFTER – VET HALL	NO SHOW OR CALL OUT	
	Veterans Funeral – Resolution 2015-04, Dated: January 20, 2015 Effective Date January 2, 2015	Non- Profit – Rental – Reso 2008-20 Dated April 22, 2008 Reso No. 2005-45 Reso No. 2006-39	Resident and Non-Resident	DEPOSIT	Proof of Insurance	Fee – If Application is Not Complete - Each Occurrence	SATURDAY EVENT – ACCESS TO VETERANS HALL AND GROUNDS (SUNDAY 8 AM TO 12:00 (NOON) – CLEAN UP	CALL OUT FEES – ALL FACILITIES (15 MINUTE GRACE PERIOD) PLUS, EACH CALL OUT OF STAFF	2018 update for call out fees (BASE SALARY PLUS 45%)
Smothermon Pavilion 800 Walnut Dr Occupancy – 200 Max	75.00	75.00 100.00	75.00 150.00	75.00 200.00	(P OF I)	100.00	N/A	50.00	*90.00
Smothermon Park 800 Walnut Dr									
Electrical	25.00 75.00								
Water	25.00 75.00								
Kovacevich Park 324 5th Ave. & A St.									
Electrical	25.00 75.00								
Water	25.00 75.00								

*Note: Current Maintenance and Infrastructure Staff (2017) base salary 62.05 with 45% for RCB – hourly rates for Call Out is \$89.97 rounded up to 90.00 per hour

Attachment: (4) - 2018 Arvin Facility Rental Fee Schd [Revision 1] (Resolution Amending and Updating



City of Arvin
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Facility Buildings – Park Facility - Fee Schedule

Resolution No. 2018 – XX –
 Dated June 19, 2018
 Effective Date August 20, 2018

	Rental 2 Hour Increment	Rental 2 Hour Increment	Rental	DEPOSIT	Proof of Liability (P of I)	Penalties	DAY AFTER – VET HALL	NO SHOW OR CALL OUT	
	Veterans Funeral –Resolution 2015-04, Dated: January 20, 2015 Effective Date January 2, 2015	Non- Profit – Rental – Reso 2008-20 Dated April 22, 2008 Reso No. 2005-45 Reso No. 2006-39	Resident and Non-Resident	DEPOSIT	Proof of Insurance	Fee – If Application is Not Complete - Each Occurrence	SATURDAY EVENT – ACCESS TO VETERANS HALL AND GROUNDS (SUNDAY 8 AM TO 12:00 (NOON) – CLEAN UP	CALL OUT FEES – ALL FACILITIES (15 MINUTE GRACE PERIOD) PLUS, EACH CALL OUT OF STAFF	2017 update for call out fees (BASE SALARY PLUS 45%)
Soccer Field	Without lights	With Lights							
Adult League - Teams	40.00 15.00	30.00			P of I				*90.00
Youth League- Teams	3.00 5.00	5.00			P of I				*90.00
Notes: 1. Light usage coordinate with City Staff /Staff on Schedule; 2. Proof of Insurance for League; 3. If new League require Proof on Insurance.									

Attachment: (4) - 2018 Arvin Facility Rental Fee Schd [Revision 1] (Resolution Amending and Updating



City of Arvin
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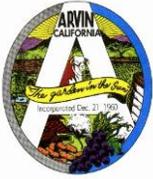
PARK AND LAND IMPROVEMENT FEE UPDATE

Resolution No. 2018 – Dated June 19, 2018

Effective Date – August 20, 2018

EXHIBIT 'A' PARK DEVELOPMENT FEE WORKSHEET Ordinance No. Established 2008- Resolution No. 08-50 – Exhibit A - Updated April 2018									
Person Per Household 2000 Census 4.30	Cost to Develop 10-acre Park 2008 Costs	# 4000 population served by 10-acre park 2008 Costs	Cost to develop 10-acre park Per Household 2008 Costs	2017 UPDATE Category	Person Per Household 2016 Census 4.39	Cost per person to Develop 10-acre Park 2017 Costs with est. CCI of 36.2%	# 4000 population served by 10-acre park 2017 Costs	Total Cost for household of 4.39 to develop 10-acre park 2017 Costs	2018 fee for Park Fee per Residential Unit
4.30	\$507.72	X 4.30 Persons =	\$2183.19		4.39 X	702.00 Per person	X 4.39 persons per household	\$3,082.00	\$3,082.00
LAND COSTS					LAND COSTS				
Cost of Land	\$300,000 10Ac. ÷ \$300,000 = \$30,000 per acre	÷ 4000 X 4.3 Persons	= \$322.500	Cost of Land	Cost of Land (Estimated at \$44,000.00 Per Acre) X 10 acres =	\$440,000.00 ÷ 4,000 = 110/.00	X 4.39 Persons Per Household =	\$482.90	\$483.00
Total Fee for Land and Development			2,506.00 Rounded Down to 2,500.00	Total Fee for Land and Dev	Total Fee for Land and Development	812.00	X 4.39 Persons Per Household	\$3565.00	\$3565.00 <i>An increase of \$1,065.00 since 2008</i> [3,565.000-2,500.00= \$1065.00]
Note 1 – SOURCE OF BASE CALCULATIONS ARE FROM THE RESOLUTION NO. 08-58 ADOPTED ON OCTOBER 14, 2008-[Unit pricing was established based on the 2005 CCI per note – Analysis of Development and Land Cost for Typical 10 acre Park, Exhibit A of Reso. No 08-58]									
Note 2: Development Portion of the Fee will be increased annually by the Construction Cost Index (CCI) – 2006 to 2017 increase to 36.2%									
Note 3: Land portion of fee will be reviewed annually to determine if land prices are in line with market conditions. Latest land sale of 25 acres at 1.1 million dollars or \$44,000 per acre									

Attachment: (5) Park Land and Improve Update June 13 2018 [Revision 4] (Resolution Amending and



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PARK AND LAND IMPROVEMENT FEE UPDATE
 Resolution No. 2018 – Dated June 19, 2018
 Effective Date – August 20, 2018

EXHIBIT 'A' - PARK DEVELOPMENT FEE WORKSHEET
Established 2008- Resolution No. 08-50 - Updated 2018

Method Used to Calculate Fee:

1 A 10-acre park serves 4,000 people based upon Arvin city standard of providing park land at a rate of 2.5 acres per 1,000 of population.

2 Cost of developing a 10-acre park is divided by 4,000 people to obtain a cost per person.

Category	Development and Structures - Cost to Develop 10-acre Park - 2008 Costs	# 4000 population served by 10-acre park 2008 Costs	Cost per Person to develop 10-acre park 2008 Costs	Category		Cost per Person to develop 10-acre park 2017 Costs (2017 CCI Update Approx. 36.2%)	# population served by 10-acre park 2008 Costs	Cost per Person to develop 10-acre park 2017 Costs [Effective Date – August 20, 2018 per person]
Cost of Improvements From Reso No. 08-50 for 10 acre park	\$2,030,879	÷ 4000 =	507.72	Cost of Improvements		\$2,030,879.00 X 36.2% = \$ 2,807,439.00 [776,560.00 (2017CCI 36.2% increase) + 2,030,879.00]	÷ 4000 =	\$702.00
Cost of Land	\$300,000 10Ac. ÷ 300,000 = 30,000 per acre	÷ 4000	=75.00	Cost of Land 2018 Estimate (\$44,000.00 per acre)	X 10 Acres	\$440,000.00 divided by 4000 = 110.00	÷ 4000	110.00
Total Cost	2,330,879	÷ 4000	583.00			3,247,439.00	÷ 4000	812.00



City of Arvin
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PARK AND LAND IMPROVEMENT FEE UPDATE

Resolution No. 2018 – Dated June 19, 2018

Effective Date – August 20, 2018

NOTES:

1. Number of persons per household: 4.39 (Source: 2012-2016 U.S. Census)
2. Per the Bureau of Census, a household includes all the persons who occupy a housing unit. A housing unit is a house, apartment, mobile home, group of rooms, or single room that is occupied as separate living quarters.
3. Calculate the Development and Land portions of the fee using the weighted average persons per unit:
4. California Construction Cost Index – percentage increase from 2006 to 2017 = 36.2%
5. Land portion of fee will be reviewed annually to determine if land prices are in line with market conditions. Reviewed web site for vacant land sales is approximately \$44,000.00 per acre Search June 13 2018.
6. Resolution No. 08-50 dated October 14, 2008 – Exhibit A – Park Development Fee Worksheet and Analysis of Development and Land Cost for Typical 10-Acre Park

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Attachment: (5) Park Land and Improve Update June 13 2018 [Revision 4] (Resolution Amending and



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PARK AND LAND IMPROVEMENT FEE UPDATE
 Resolution No. 2018 – Dated June 19, 2018
 Effective Date – August 20, 2018

California Construction Cost Index (CCCI)

Month	2018	2017	2016	2015	2014	2013	2012	2011	2010	2009	2008	2007	2006
January	6596	6373	6106	6073	5898	5774	5683	5592	5260	5309	4983	4869	4620
February	6596	6373	6132	6077	5896	5782	5683	5624	5262	5295	4983	4868	4603
March		6373	6248	6069	5953	5777	5738	5627	5268	5298	4999	4871	4597
April		6461	6249	6062	5956	5786	5740	5636	5270	5296	5004	4872	4600
May		6455	6240	6069	5957	5796	5755	5637	5378	5288	5023	4886	4599
June		6470	6238	6055	5961	5802	5754	5643	5394	5276	5065	4842	4593
July		6474	6245	6055	5959	5804	5750	5654	5401	5263	5135	4849	4609
August		6620	6244	6055	5959	5801	5778	5667	5401	5265	5142	4851	4616
September		6620	6267	6113	5959	5802	5777	5668	5381	5264	5194	4942	4619
October		6596	6343	6114	5969	5911	5780	5675	5591	5259	5393	4943	4867
November		6596	6344	6109	5981	5903	5779	5680	5599	5259	5375	4978	4891
December		6596	6373	6108	5977	5901	5768	5680	5596	5262	5322	4981	4877
Annual % *		3.5%	4.4%	2.2%	1.3%	2.3%	1.5%	1.5%	6.3%	-1.1%	6.8%	2.1%	5.4%

CCI INCREASE FROM 2006 TO 2017 IS 36.2%

The California Construction Cost index is developed based upon Building Cost Index (BCI) cost indices for San Francisco and Los Angeles produced by Engineering News Record (ENR) and reported in the second issue each month. This table is updated the 2nd half of the month. The ENR BCI reports cost trends for specific construction trade labor and materials in the California marketplace. *Annual Percentage is calculated from December to December.

This page last updated: 1/15/18

PARK DEVELOPMENT FEE WORKSHEET – COMPARISON JUNE 2008 AND 2018

2008 WORK SHEET			2018 WORK SHEET		
A 10 -acre park serves 4,000 people based upon Arvin City standard of providing park land at a rate of 2.5 acres per 1,000 population.			A 10 -acre park serves 4,000 people based upon Arvin City standard of providing park land at a rate of 2.5 acres per 1,000 population.		
Cost of developing a 10-acre park is divided by 4,000 people to obtain a cost per person			Cost of developing a 10-acre park is divided by 4,000 people to obtain a cost per person		
Cost to develop 10- acre Park	# population served by 10- acre park	Cost per person to Develop and Purchase lands for park	Cost to develop 10- acre Park	# population served by 10- acre park	Cost per person to Develop and Purchase lands for park
\$2,030,879.00 Improvements	∴ 4000	= \$507.72 - Improvements	\$2,807,439.00 Improvements	∴ 4000	= \$702.00- Improvements
\$300,000.00 Land	∴ 4000	= \$75.00 for Land	\$440,000.00 Land	∴ 4000	= \$110.00 for Land
\$2,330,879.00 Total	∴ 4000	\$582.72 for land and improvements	\$3,247,439.00 Total	∴ 4000	\$812.00 for land and improvements

Attachment: (5.1) Park Development Fee Worksheet 2008 - 2018 [Revision 2] (Resolution Amending and

<p>Number of Persons per household – 4.3 (Source: 2000 Census) Note: Per the Bureau of Census, a household includes all the persons who occupy a housing unit. A housing unit is a house, apartment, mobile home, group of rooms, or single room that is occupied as separate living quarters.</p>			<p>Number of Persons per household – 4.39(Source: 2012-2016 Census) Note: Per the Bureau of Census, a household includes all the persons who occupy a housing unit. A housing unit is a house, apartment, mobile home, group of rooms, or single room that is occupied as separate living quarters.</p>		
<p>Calculate the Development and Land portions of the fee using the weighted average person per unit</p>			<p>Calculate the Development and Land portions of the fee using the weighted average person per unit</p>		
4.30 pp/du X	\$507.72 (cost/person to develop park) =	\$2,183.19 per unit	4.39 pp/du X	\$702.00 (cost/person to improve park) =	\$3,082.00 per unit
4.30 pp/du X	\$75.72 (cost/person to purchase park land) =	\$322.50 per unit	4.39 pp/du X	\$110.00 (cost/person to purchase park land) =	\$483.00 per unit
	Total Fee for Land and Development	\$2,505.69 per unit [\$2,500.00 Rounded]		Total Fee for Land and Development	\$3,565.00 per unit <i>An increase of \$1,065.00 from 2008</i>
<p>Note 1. Development Portion of the Fee will be increased annually by the Construction Cost Index (CCI) Note 2. Land portion of fee will be reviewed annually to determine if land prices are in line with market conditions.</p>			<p>Note 1. Development Portion of the Fee will be increased annually by the Construction Cost Index (CCI) Note 2. Land portion of fee will be reviewed annually to determine if land prices are in line with market conditions.</p>		

RESOLUTION NO. 08-50**A RESOLUTION OF THE CITY COUNCIL OF THE CITY OF ARVIN
ADOPTING A PARK DEVELOPMENT FEE AS PRESENTED IN EXHIBIT 'A'**

WHEREAS, The City currently does not have a park development fee and as a result there will be insufficient parks to serve new development; and

WHEREAS, Arvin Municipal Code has been amended adding section 16.22 to provide for the payment of park fees by new development; and

WHEREAS, analysis of the impact of future development on park facilities in the City of Arvin has been completed by the City Manager; and

WHEREAS, the proposed park fee sets forth the park grounds and park facilities needed to serve future development, and the estimated costs of those improvements; and

WHEREAS, the City of Arvin Park Fee Analysis and supporting data were available for inspection and review for ten (10) days prior to this public hearing; and

WHEREAS, a public hearing has been noticed and held in accordance with Government Code Section 66018; and

WHEREAS, the City Council has considered the information provided to it by those testifying, and has reviewed and considered the information provided in the staff report and staff presentation and has read and considered all of the studies related to Park Fees.

**NOW, THEREFORE, THE CITY COUNCIL OF THE CITY OF ARVIN DOES
RESOLVE AS FOLLOWS:**

Section 1. Findings:

The Council makes each of the following findings:

A. The purpose of these fees is to finance parks and park facilities to reduce the impacts caused by future development in the City of Arvin.

B. The park fees will enable the City to open new parks and construct park facilities and to meet the needs of new residents in the community.

C. After considering the studies and analyses prepared by the City Manager and the testimony received at this public hearing, the Council approves and adopts said studies, and incorporates such herein, and further finds that future development in the City of Arvin will generate the need for the additional parks and park facilities specified in said reports, and that these facilities are consistent with the City's General Plan.

D. The studies and the testimony establish:

1. That there is a reasonable relationship between the fee's use and the type of development on which the fee is imposed; and

2. That there is a reasonable relationship between the need for the public facilities and the impacts of the types of development for which the corresponding fee is charged; and

3. That there is a reasonable relationship between the amount of the fee and the cost of the public facility or portion of the public facility attributable to the development on which the fee is imposed; and

4. That the cost estimates and the studies are reasonable cost estimates for constructing these facilities, and the fees expected to be generated by future developments will not exceed the total costs of constructing the public facilities.

E. The City Council has adopted an Ordinance which set forth the process by which the fees will be imposed, collected and reimbursed.

Section 2. Fees Imposed:

A. New development in the City of Arvin shall pay Park Fees as set forth in the City of Arvin 2008 Park Fee Study attached as Exhibit 'A' to this Resolution and incorporated by reference. Fees shall be charged and paid in amounts existing at the time of commencement of the project or upon issuance of the applicable City permit, notwithstanding the amounts set forth in this Resolution.

Section 3. Effective Date of Fees:

The fees provided in this Resolution shall be effective on December 14, 2008, which is at least sixty (60) days after the adoption of this Resolution;

Section 4. Severability:

Each component of the Park Fee and all portions of this Resolution are severable. Should any individual component of the fee or other provision of this Resolution be adjudged to be invalid and unenforceable, the remaining provisions shall be and continue to be fully effective, and the fee shall be fully effective except as to that portion that has been judged to be invalid.

Section 5. Exemption from California Environmental Quality Act (CEQA):

The City Council finds that CEQA does not apply to the adoption of this Resolution, pursuant to Sections 15061 and 15273 of the State CEQA Guidelines because:

A. The Fees established by this Resolution will be collected for the purposes of obtaining funds for parks to maintain the current levels of service within existing service areas to serve new development.

B. To the extent that any fees authorized by this Resolution will be used to fund new facilities, the construction of those facilities will not take place until there has been CEQA review of the development projects which will pay the fees, and the construction of each public facility will be subject to CEQA review. Therefore, it can be seen with certainty that the adoption of this Resolution establishing public facilities fees will not have a significant effect on the environment.

Section 6. Statute of Limitations:

Any judicial action or proceeding to attack, review, set aside, void, or annul the fees established by this Resolution shall be commenced within one hundred twenty (120) days of the passage of this Resolution.

Section 7. Effective Date. This Resolution shall take effect from and after its date of passage, approval and adoption.

Section 8. Certification. The City Clerk shall certify the adoption of this Resolution.

I HEREBY CERTIFY that the foregoing resolution was passed and adopted by the Arvin City Council at a regular meeting thereof held on the 14th day of October, 2008 by the following vote:

AYES: CM Stoner, CM Ojeda, MPT Flores, Mayor Tarver

NOES: _____

ABSTAIN: _____

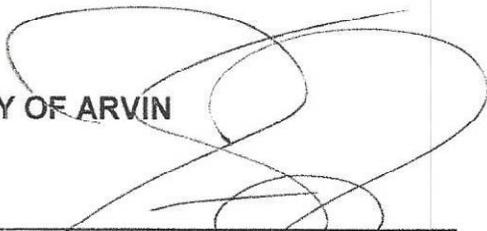
ABSENT: _____

ATTEST



CECILIA VELA, City Clerk

CITY OF ARVIN


By: _____
TIM TARVER, Mayor

APPROVED AS TO FORM:
BURKE, WILLIAMS & SORENSEN, LLP

By: 

RACHEL H. RICHMAN, City Attorney

Attachment: (5.2) - Park Fee - Reso 08-50, 10-14-08 Park Dev Fees (Resolution Amending and Updating the Existing Citywide Master Fee

EXHIBIT 'A'

PARK DEVELOPMENT FEE WORKSHEET

Method Used to Calculate Fee:

1. A 10-acre park serves 4,000 people based upon Arvin city standard of providing park land at a rate of 2.5 acres per 1,000 of population.

2. Cost of developing a 10-acre park is divided by 4,000 people to obtain a cost per person.

a)	\$2,030,879	÷	4,000	=	\$507.72	per person for development
	\$300,000	÷	4,000	=	\$75.00	per person for land
	\$2,330,879	÷	4,000	=	\$582.72	
	cost to develop 10-acre park		# population served by 10-acre park		cost per person to develop park	

3. Number of persons per household: 4.3 (Source: 2000 U.S. Census)

Note: Per the Bureau of Census, a household includes all the persons who occupy a housing unit. A housing unit is a house, apartment, mobile home, group of rooms, or single room that is occupied as separate living quarters.

4. Calculate the Development and Land portions of the fee using the weighted average persons per unit:

4.30	pp/du	X	\$507.72	(cost/person to develop park) =	\$2,183.19	per unit
4.30	pp/du	X	\$75.00	(cost/person to purchase land for park) =	\$322.50	per unit
Total Fee for Land and Development:					\$2,505.69	per unit
					\$2,500.00	Rounded

Note 1: Development Portion of the Fee will be increased annually by the Construction Cost Index (CCI)
 Note 2: Land portion of fee will be reviewed annually to determine if land prices are in line with market conditions.

Analysis of Development and Land Cost for Typical 10 Acre Park

Item #	Description of Items	Qty	Unit	Unit Pricing (rounded to two decimal places)	Extension	Total
1	Earthwork / Grading (Flat, Hilly Playfield, Etc. - Subject to specific site conditions) Clear and Grub Site Rough Grade Site (1.5 foot average over site)	10 24,000	Acre CY	\$1,829.51 \$5.82	\$18,295 \$139,708	\$158,003
2	Utility (Electrical/Water/Sewer – Subject to specific design requirements) 6" Water Service / Meter / Backflow Prevention / Connection Electrical Meter & Panel 4" Sewer Service Line Sewer Cleanout	1 1 300 2	LS LS LF EA	\$34,302.30 \$5,543.97 \$18.85 \$1,663.19	\$34,302 \$5,544 \$5,655 \$3,326	\$48,827
3	Irrigation System a Automatic Irrigation System b Booster Pump (Not required for 10 acre park) c Maxicom System (Included in Automatic Irrigation System)	380,000	SF	\$0.78	\$297,973 \$0 \$0	\$297,973
4	Security Light System (20 poles for 10 acre) Convenience Lighting	20	EA	\$2,771.98	\$55,440	\$55,440
5	Restroom Facility with Storage Room – ADA Accessible Restroom 600 SF	1	LS	\$139,707.92	\$139,708	\$139,708
6	Parking Lot (36-40 Cars: w/landscaping) 40 Stall Parking Lot (16,000 SF) 4" AB and 2" AC Aggregate Base Asphalt Concrete Curb & Gutter Commercial Driveway	380 200 400 2	Ton Ton LF EA	\$19.96 \$46.57 \$14.41 \$1,108.79	\$7,584 \$9,314 \$5,766 \$2,218	\$24,881
7	Concrete Work Interior/Driveway & Mowstrip- minimum hardscape 4' Wide Sidewalk Mow Curb	12,000 1,400	SF LF	\$3.49 \$8.73	\$41,912 \$12,224	\$54,137
8	Picnic Facilities (BBQs, tables, shade structures, etc.) Picnic Facilities	10	EA	\$5,543.97	\$55,440	\$55,440
9	Landscape Plant Materials (Trees, Shrubs, Grass and Ground Cover) Soil Amendment 24' Box Trees 5 Gallon Plants Hydroseed Turf Mulch 3" Deep	380,000 136 200 380,000 300	SF EA EA SF CY	\$0.21 \$221.76 \$14.64 \$0.11 \$34.37	\$80,055 \$30,159 \$2,927 \$42,134 \$10,312	\$165,587
10	Drinking Fountains (Combination Standard/ADA) Drinking Fountain	2	EA	\$1,663.19	\$3,326	\$3,326

Attachment: (5.2) - Park Fee - Reso 08-50, 10-14-08 Park Dev Fees (Resolution Amending and Updating the Existing Citywide Master Fee

Analysis of Development and Land Cost for Typical 10 Acre Park

Item #	Description of Items	Qty	Unit	Unit Pricing (rounded to two decimal places)	Extension	Total
11	Multigame Slab (60x60; ½ Court; wire reinforcement footing; no lighting) Game Court	3,600	SF	\$5.54	\$19,958	\$19,958
12	360 Day Establishment Landscape & Irrigation System	380,000	SF	\$0.17	\$63,201	\$63,201
13	Playground Equipment with ADA Requirements					\$201,800
a	Slides, Swings, Sand, Trashcans, etc. Tot Lot Equipment 2 to 5 years	1	LS	\$42,688.53	\$42,689	
	Tot Lot Equipment 5 to 12 years	1	L	\$85,377.06	\$85,377	
	Washed Sand	400	CY	\$33.26	\$13,306	
	Resilient Rubber Surfacing	600	SF	\$27.72	\$16,632	
	Trash Receptacles	10	EA	\$554.40	\$5,544	
b	Shade Structure (size not specified) Shade Structure 900 SF	1	LS	\$16,631.90	\$16,632	
c	Concrete – Amount can vary per park site Tot Lot Concrete Perimeter Edge	500	LF	\$16.63	\$8,316	
d	Benches – 2 per acre Park Benches	16	EA	\$831.59	\$13,306	
14	Sign/Monument Wall (5'x12')	1	EA	\$4,789.99	\$4,790	\$4,790
15	Civil Site Work – Storm Drain System 18" PVC Storm Drain	1,500	LF	\$27.72	\$41,580	\$45,461
	24" Christy Box Catch Basin	7	EA	\$554.40	\$3,881	
16	Architectural – Trash Enclosure Trash Enclosure (Walls and Slab)	1	LS	\$9,424.74	\$9,425	\$9,425
17	Site Furnishings – Basketball Pole & Backboards Basketball Pole & Backboards	2	EA	\$2,771.98	\$5,544	\$5,544
18	Site Lighting – Parking Lot, Basketball Court, Electrical Parking Lot Lighting	4	EA	\$2,771.98	\$11,088	\$49,896
	Basketball Court Lighting (30 foot tall poles, 2 ~ 1000 watt lamps per pole)	4	EA	\$6,929.96	\$27,720	
	Electrical Distribution to Parking Lot & Basketball Court	1	LS	\$11,087.93	\$11,088	
19	Double Size of Game Court Game Court	3,600	SF	\$5.54	\$19,958	\$19,958
20	One USTA Tennis Courts Reinforced Concrete Slab	6,480	SF	\$4.32	\$28,021	\$44,427
	10' High Fencing	228	LF	\$35.48	\$8,090	
	Lighting Poles with 12,000 watt illumination	6	EA	\$1,385.99	\$8,316	
Subtotal - Construction Costs (Before CCI)						\$1,467,782
22	Construction Cost Index (CCI; 4.17% Applied to Construction Costs)					\$61,207
Subtotal - Construction Costs (After CCI)						\$1,528,989

\\primary01\users\alan\My Documents\Administration\10 Acre Park Costs

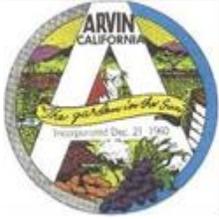
Attachment: (5.2) - Park Fee - Reso 08-50, 10-14-08 Park Dev Fees (Resolution Amending and Updating the Existing Citywide Master Fee

Analysis of Development and Land Cost for Typical 10 Acre Park

Item #	Description of Items	Qty	Unit	Unit Pricing (rounded to two decimal places)	Extension	Total
23	Mobilization (5% of Construction Costs)					\$76,449
24	Contingency (10% of Sum of Construction Costs Plus Mobilization Costs)					\$160,544
25	Design / Development / Administration, Including Construction Inspection (15% of ALL Costs)					\$264,897
TOTAL CONSTRUCTION COSTS FOR TYPICAL 10 ACRE PARK						<u>\$2,030,879</u>

Line items 1 to 12 & 14 to 20: Unit pricing established in September 2005. Subsequently adjusted by Construction Cost Index (CCI).

Line items 13: Unit pricing established in July 2005. Subsequently adjusted annually by CCI.



CITY OF ARVIN

200 Campus Drive – PO Box 548

Arvin Ca 93203

Phone 661-854-3134/758-7200

FAX 661-854-0817

FEE SCHEDULE – RESO 2018-XX DATED June 19, 2018

Effective date: August 20, 2018

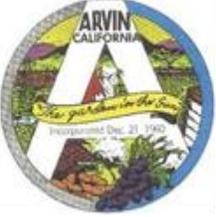
ENGINEERING SERVICE FEE SCHEDULE

MISCELLANEOUS – CONTRACT EMPLOYEES (ENGINEERING, BUILDING, CITY ATTORNEY, CITY PLANNER) AND CITY STAFF

Planning, Engineering and City Attorney services as well as any other contract services shall be full cost recovery fee requiring a deposit to insure full recovery for the cost of contract services plus a 15% surcharge. The 15% surcharge is intended to cover City Staff time in administering the various contracts, accounting, billing clients for service provided, tracking deposits and payments. City Staff also provides services which are not fully recovered when provided to the public and for private development. City Staff base salary plus 45% over head is established to accomplish full cost recovery (cost reasonable borne) for services provided. The 45% overhead includes benefits, facility costs which include buildings, automobiles, insurance, benefits, as is defined in Arvin Municipal Code, Section 3.32.030. The City shall monitor all work expended by City Staff and by consultant services to insure full cost recovery is achieved.

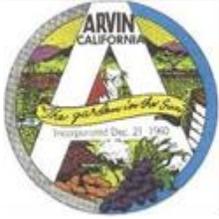
Applicants shall deposit the fees identified within the Fee Schedule upon submittal of an application. If the deposited amount fall below 15% of the original deposit, all work shall stop until a supplemental deposit as determined by the City Manager or designee is received by the City.

	Existing Fee to be deleted	2018 Fee -Deposit Required Plus 15%
Miscellaneous – Contract Employees (Engineering, Building, City Attorney, City Planner) and City Staff		
1. Special Requests -Includes miscellaneous plan reviews, inspections, report preparation, investigation/research, and miscellaneous tasks not covered by other fees. Hour rates are based upon Contract salary plus 15% and City Staff base salary plus 45% with a one hour minimum charge.		\$500.00
a. Contract Engineering Service, Building Official, City Attorney, City Planner, and others	Contract salary plus 15%	\$500.00
b. City Staff	City Staff base salary plus 45%	\$500.00
c. Technology Fee	Pass through plus 15%	\$100.00
Special Requests Requiring Overtime - When an applicant requests staff to work overtime or outside of regular business hours, and staff is available to accommodate the request, the applicant will be charged 1.5 times the normal hourly rate.		\$1500.00

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	FEE SCHEDULE – RESO 2018-XX DATED June 19, 2018 Effective date: August 20, 2018

ENGINEERING SERVICE FEE SCHEDULE		
ENGINEERING – IMPROVEMENT PLAN REVIEW AND INSPECTION FEES		
	Existing Fee to be deleted	2018 Fee - Deposit Required Plus 15%
Engineering – Improvement Plan Review and Inspection Fees		
1. For tracts, parcel maps, precise developments, etc. Includes plan review and inspection of street, sewer, water, drainage, and landscape (except for private developments). Total Fee is based in the engineer’s estimate using costs that are approved by the city for bonding purposes for all proposed work. The engineer’s estimate shall be submitted with the first plan submittal, and shall be revised prior to approval if quantities differ significantly, as determined by the director.		\$1,500.00
b. Plan Review Fee Plan review fee are full cost recovery and a deposit is required. Should the deposit not be sufficient an additional deposit shall be required.	\$105.00/hour	\$1,500.00
c. Inspection Fee Inspection fees are full cost recovery and a deposit is required. Should the deposit not be sufficient to achieve full cost recovery an additional deposit shall be required.	\$105.00/hour	\$1,500.00
2. Revisions to Improvement Plans after initial approval.	\$105.00	\$1,500.00

ENGINEERING SERVICE FEE SCHEDULE		
Service/Application -		
Service Application	Existing Fee to be deleted	2018 Fee -Deposit Required Plus 15%
A. General Revocable Permit Fee		\$500.00
B. Gated Access Fee		\$500.00



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ENGINEERING SERVICE FEE SCHEDULE

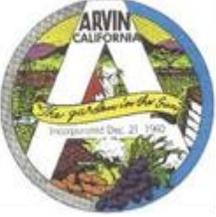
Transportation Permits

Transportation Permit	Existing Fee to be deleted	2018 Fee -Deposit Required Plus 15%
(overload, overweight and escort)		
A. Transportation Permit Fee		\$500.00
1. Application Fee for One-time Permit		\$500.00
2. Application Fee for Annual Permit	\$750.00	0
B. Special Services Fees		\$500.00
(may include escort, signage or barricades)		
1. Hourly Fee (2) (per hour or fraction thereof)	Full Cost	\$500.00
2. Pass-through Fee (3)	Full Cost	Pass Through Fee plus 15%

ENGINEERING SERVICE FEE SCHEDULE

Encroachment (excavation) Permits -

Encroachment (excavation) Permits	Existing Fee to be deleted	2018 Fee -Deposit Required Plus 15%
A. City Inspection Services		\$500.00
Driveway (standard/bridge)		\$500.00
Sidewalks		\$500.00
Curb, gutter and sidewalk		\$500.00
Utilities, storm, sanitary and water lines and excavations		\$500.00
B. Macro Cell Encroachment		\$1000.00

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ENGINEERING SERVICE FEE SCHEDULE

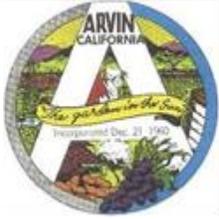
Subdivision Services

Subdivision Fees	Existing Fee to be deleted	2018 Fee -Deposit Required Plus 15%
A. Mapping Fees		
1. Lot Line Adjustment		\$1,500
2. Lot Merger		\$1,500
3. Lot Splits		\$1,500
4. Final Map and Agreement Checking		\$1,500
5. Final Parcel Map and Agreement Checking		\$1,500
6. Certificate of Compliance		\$1,500
7. Certificate of Correction		\$1,500
8. Tentative Map Review		\$1,500
9. Tentative Parcel Map Review		\$1,500
10. Misc. Review and Services		\$1500
B. Master Utility Plan Review		\$1,500
C. Assessment District Segregation		\$1,500
Per Segregation		\$1,500
D. Miscellaneous Engineering Services - The services may include general research, retrieving and production plans, processing permits to other governmental agencies, and responding to inquiries concerning fees and other engineering related issues.		
D-1. Deposit Required		\$1,500
1. Hourly Fee		Per Contract Agreement
2. Pass-through Fee (3)		Other Agency Fees Plus 15%
E. Deferred Improvement Agreement		
1. Deferred improvement Fee		\$1500
2. County Recording Fee	Full Cost	Pass Through Fee Plus 15%
F. Plan Checking Fees		\$1500

ENGINEERING SERVICE FEE SCHEDULE

Street/Pedestrian Path/Public Utility Easement Abandonment or Dedication -

Subdivision Fees	Flat Fee	Deposit Required Plus 15%
Street/Pedestrian Path/Public Utility Easement Abandonment or Dedication		
A. Easement Abandonment Application Fee		\$1500
B. Easement Dedication Application Fee		\$1500
C. Associated expenses incurred by City		Full Cost Recovery per Salary
D. GIS Subdivision Mapping Fees		Full Cost Recovery per Salary plus Pass Through Fees



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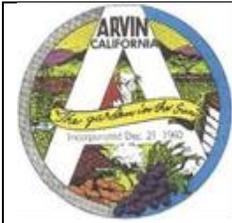
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ENGINEERING SERVICE FEE SCHEDULE

Drainage/Flood/Geologic Services -

Subdivision Fees	Flat Fee	Deposit Required Plus 15%
Drainage/Flood/Geologic Services		
A. Flood Hazard Study Review		\$1500
B. Flood Hazard Elevation and Update		\$1500
C. Variance to Flood Requirements		\$1500
D. GIS Subdivision Mapping Fees		\$1500
E. Certification of Elevation		\$1500
F. Drainage Plan Review		\$1500
G. Letter of Map Revision/Floodway Revision		\$1500
H. Seismic Hazard Evaluation		\$1500

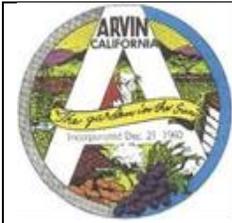
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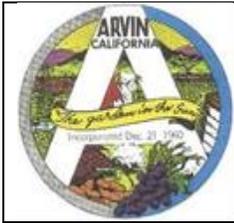
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	14. Residential Re-Roof	21
	15. Lost Job Card – Each	21
	16. Misc. Permit Fee not listed – type of permit determined by the Building Official when not listed and/or is a unique situation.	21
H	Fees Not Mentioned Elsewhere	22



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FEE SCHEDULE – RESO 2018

BUILDING SERVICES FEE SCHEDULE

Title – Description

A. PAYMENT OF FEES

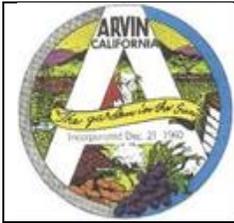
- | | |
|----|--|
| 1. | <p>Fees shall be paid in advance or at the time the fee is capable of calculation. Additionally, charged fees shall be paid prior to the commencement of the additional work for which a fee is assessed, prior to the issuance of a permit, or prior to approval of projects where a time and materials charge has been determined and additional fees have been calculated. The Building Official may require an advance deposit of the estimated cost of time and material work. Re-inspection fees shall be paid prior to the next succeeding called inspection.</p> <p>Where fees are not listed the City requires full cost recovery for services relating to Building, Planning, Engineering and City Attorney services as well as any other contract services. The full cost recovery fee is proposed to consist of the cost of contract services plus a 15% surcharge. The 15% surcharge is intended to cover City Staff time in administering the various contracts, accounting, billing clients for service provided, tracking deposits and payments. City Staff also provides services which are not fully recovered when provided to the public and for private development. City Staff base salary plus 45% over head is established to accomplish full cost recovery (cost reasonable borne) for services provided. The 45% overhead includes benefits, facility costs which include buildings, automobiles, insurance, benefits, as is defined in Arvin Municipal Code, Section 3.32.030. The City shall monitor all work expended by City Staff and by consultant services to insure full cost recovery is achieved. Applicants shall deposit the fees identified within the Fee Schedule upon submittal of an application. If the deposited amount falls below 15% of the original deposit, all work shall stop until a supplemental deposit as determined by the City Manager or designated representative is received by the City.</p> |
| 2. | Exceptions: |
| a. | The monthly building permit summary shall be furnished to governmental agencies, research agencies and news or public information media without charge |
| b. | The Building Official may refund unexpired subscription fee upon request, for cancellation of the monthly permit summary service |
| c. | The Building Official may waive payment of additionally charged fees if it is determined that the delay or defect which necessitated the special fees was occasioned without fault or, neglect of the permittee. |

B. PERMIT ISSUANCE FEE

- | | |
|---|---|
| 1 | For each building, relocation, demolition, plumbing, mechanical, electrical, electrical maintenance, grading, special/miscellaneous or mobile home site preparation permit application, there shall be a permit issuance fee. Permits may be combined on any project and one issuance fee charged. Example: demolition, plumbing, electrical permit issuance – (3 X 41.60=124.80) |
| | Permit Issuance Fee, each permit issued \$41.60 |

C. PERMIT EXTENSION OF TIME

- | | |
|--|--|
| | 1 st 180-day extension \$41.60 |
| | 2 nd 180-day extension ½ of original Building Permit Fee |



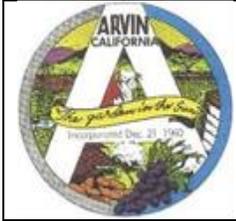
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BUILDING SERVICES FEE SCHEDULE

Title – Description	Existing Fee	CPI - 60%	New Fee
D. FEE REFUND POLICY*			
1	Clerical errors on the part of the City, resulting in overpayment will be refunded in full for fees paid that exceed the true and correct fee		
2	Project termination by written request of the applicant prior to any plan checking or other work being done by the Building Division. A project termination fee shall be imposed.	\$80.00	
*	Written requests stating the reason for termination must be submitted to the Building Official.		

BUILDING SERVICES FEE SCHEDULE

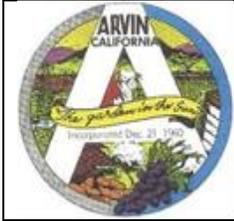
Title – Description	Existing Fee	CPI - 60%	New Fee
E. Administrative Fees			
1. Providing a monthly summary of building permits issued, including mailing.			
* Each Monthly	\$12.00	7.20	19.20
* Each Year	\$136.00	81.60	217.60
* Each Monthly (Electronic Format)	\$6.00	3.60	9.60
* Each Year (Electronic Format)	\$64.00	102.40	166.40
2. Producing complete project plans for reference or duplication by others. Where permitted by law.			Actual Cost plus 45%
* Each Search	\$12.00	7.20	19.20
3. Property Owner Request: Special Inspection/Investigation fee for inspection, investigation and research of any work done without benefit of required permits or any land use not in compliance with City Ordinances. This charge may also include file preparation, consulting and any applicable administrative costs. Also, applies to any special inspection/investigation at the request of the public. Actual Time and Material Costs (Building Official Hourly fee plus 15%	Variable		Deposit required of 500.00
4. Second and subsequent re-inspection necessitated by faulty or incomplete work. Each Re-inspection	\$23.00	N/A	45.00
5. Demolition permit for establishing a record of demolition of structure (includes issuance fee and septic abandonment) Each Permit	\$34.00	N/A	50.00



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BUILDING SERVICES FEE SCHEDULE

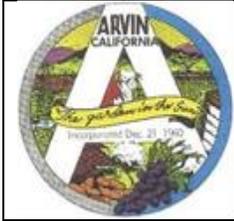
Title – Description	Existing Fee	CPI - 60%	New Fee
E. Administrative Fees - Continued			
6. Certificate of Occupancy fee for the survey of a structure to determine what changes must be made to qualify a building for desired type of occupancy (including garage conversion). Each Permit. (Building Official Hourly fee plus 15% -	\$52.00		Deposit required of 350.00
7. Appeals to the Board of Building Code of Decision by the Building Official. Each Appeal	\$155.00		1500.00 Deposit
8.. Hourly Contract Rate plus 15% charge for inspection/research services. Included inspection for work which requires a permit but for which fees are not otherwise provided. Each Hour or Portion Thereof. (Building Official Hourly fee plus 15% -	\$35.00		Deposit required of 350.00



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BUILDING SERVICES FEE SCHEDULE

Title – Description	Existing Fee	CPI - 60%	New Fee
E. Administrative Fees - Continued			
<p>9. A Strong Motion Instrumentation Fee shall be charged on permits issued. The fee is in accordance with and required by California State Public Resources Code Section 2705. Fees shall be adjusted as required by the State of California.</p> <p>California Public Resources Code Section 2705- Strong-Motion Instrumentation and Seismic Hazards Mapping Fund, - 2705. (a) A city, county, and city and county shall collect a fee from each applicant for a building permit. Each fee shall be equal to a specific amount of the proposed building construction for which the building permit is issued as determined by the local building officials. The fee amount shall be assessed in the following way:</p> <p>(1) Group R occupancies, as defined in the California Building Code (Part 2 of Title 24 of the California Code of Regulations), one to three stories in height, except hotels and motels, shall be assessed at the rate of <u>thirteen dollars (\$13) per one hundred thousand dollars (\$100,000), with appropriate fractions thereof.</u></p> <p>(2) All other buildings shall be assessed at the rate of <u>twenty-eight dollars (\$28) per one hundred thousand dollars (\$100,000), with appropriate fractions thereof.</u></p> <p>(3) <u>The fee shall be the amount assessed under paragraph (1) or (2), depending on building type, or fifty cents (\$0.50), whichever is the higher.</u></p> <p>(b) (1) In lieu of the requirements of subdivision (a), a city, county, and city and county may elect to include a rate of thirteen dollars (\$13) per one hundred thousand dollars (\$100,000), with appropriate fractions thereof, in its basic building permit fee for any Group R occupancy defined in paragraph (1) of subdivision (a), and a rate of twenty-eight dollars (\$28) per one hundred thousand dollars (\$100,000), with appropriate fractions thereof, for all other building types. A city, county, and city and county electing to collect the fee pursuant to this subdivision need not segregate the fees in a fund separate from any fund into which basic building permit fees are deposited.</p> <p>(2) Building, for the purpose of this chapter, is any structure built for the support, shelter, or enclosure of persons, animals, chattels, or property of any kind.</p> <p>(c) (1) A city, county, and city and county may retain up to 5 percent of the total amount it collects under subdivision (a) or (b) for data utilization, for seismic education incorporating data interpretations from data of the strong-motion instrumentation program and the seismic hazards mapping program, and, in accordance with paragraph (2), for improving the preparation for damage assessment after strong seismic motion events.</p> <p>(2) A city, county, and city and county may use any funds retained pursuant to this subdivision to improve the preparation for damage assessment in its jurisdiction only after it provides the Department of Conservation with information indicating to the department that data utilization and seismic education activities have been adequately funded.</p> <p>(d) Funds collected pursuant to subdivisions (a) and (b), less the amount retained pursuant to subdivision (c), shall be deposited in the Strong-Motion Instrumentation and Seismic Hazards Mapping Fund, as created by Section 2699.5 to be used exclusively for purposes of this chapter, Chapter 7.5 (commencing with Section 2621), and Chapter 7.8 (commencing with Section 2690).</p> <p><i>(Amended by Stats. 2014, Ch. 35, Sec. 129. Effective June 20, 2014.)</i></p>			

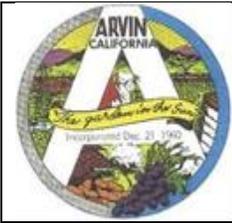


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BUILDING SERVICES FEE SCHEDULE

Title – Description	Existing Fee	CPI	New Fee
F. Building Permit Fees and Plan Check Fees is based upon the following methodology			
<p>A building consultant provides building services to the City of Arvin. The consultant along with City staff and other consultants provide services to assure that the buildings constructed in the City of Arvin are built to construction standards defined in the building codes adopted by the City.</p> <p>The consultant(s) determines construction permit fees for the City using the valuation method. The following is an explanation of the process utilized for calculating these fees:</p> <ul style="list-style-type: none"> <i>Fees are based on the adopted on the building valuation tables from the California Codes. In calculating fees, the City uses the 1997 UAC because the International Building Code, which is the “model code” for the 2007 CBC does not include an administrative chapter with a fee structure; the 1997 UAC is the same administrative code that has been used since the 1998 CBC. The '97 UAC includes Table 3-A through H, which determines fees for all types of permits including building, electrical, plumbing, and mechanical.</i> <p><i>Building permit fees are calculated using the square footage of the building and data provided from the recent publication of the Building Safety Journal, which is updated every six months. The August 2017 Building Department Building Valuation Data Table, the amount used for VB construction, which is a wood frame house (R-3 Residential, one-and two-family) is \$116.15 per square foot. For example, a 1,000-sq. ft. house X 116.15 would calculate to a valuation of \$116,150.00. This amount is used with Table 3A of the updated '97 UAC to determine the permit fee of \$1,742.32. With the permit fee established (\$1,742.32), a plan check fee of 65% (\$1,132.51) is added. Once the permit fee and plan check are determined, the electrical, plumbing, and mechanical permit fee for the house are based on Tables 3-B thru D; these are fixed figures in the Tables and the amounts vary due to the variety of options provided (2 or 3 bathrooms, office/bedroom, upgrades, etc.). The tables have been updated reflecting a Consumer Price Index from 1997 to 2017 or a CPI of 60% increase.</i></p>			

Calculation Building Permit Fee - Example			
August 2017 Building Valuation Data Table ICC (F1)	R-3, one and two unit residential Unit	VB=116.15 per square foot	
<p>Building Permit Fee: Example: 1000 Sq.Ft. House X 116.15 (VB)=116,150.00: Utilizing Table 3A Building Permit Fees: 1st 100,000 = 1590.00 plus each 1,000 or fraction X 8.96= (17 X 8.96 = 152.32); Total Permit Fee=1,742.32</p>			
Calculation Plan Check Fee- Example			
Plan Check Fee: 65% of Building Permit Fee X 1,742.32= 1,132.51			
Total Permit Fee and Plan Check Fee: 1,741.32 +1,132.51 = 2,873.83			



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Building Department
Building Valuation Data Table
Effective January 1, 2018

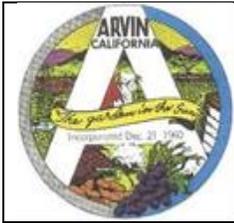
(Tabular values as of August 2017)

The International Code Council is pleased to provide the following Building Valuation Data (BVD) which represents the average valuations for most buildings. This data is offered as an aid for the building official to determine if the permit valuation is underestimated. **Again it should be noted that, when using this data, these are “average” costs based on typical construction methods for each occupancy group and type of construction.** The average costs include foundation work, structural and nonstructural building components, electrical, plumbing, mechanical and interior finish material. The data is a national average and does not take into account any regional cost differences. As such, the use of Regional Cost Modifiers is subject to the authority having jurisdiction.

To use this table: Take the cost per square foot times the floor area to get the valuation. Remember to include garages, porches, and decks (see the shaded items at the bottom of the page, added to this table for City of Kirkland use).

Group (2015 International Building Code)	IA	IB	IIA	IIB	IIIA	IIIB	IV	VA	VB
A-1 Assembly, theaters, with stage	233.95	225.89	220.42	211.39	198.92	193.15	204.70	181.63	174.97
A-1 Assembly, theaters, without stage	214.40	206.35	200.88	191.84	179.53	173.76	185.16	162.23	155.58
A-2 Assembly, nightclubs	182.86	177.56	173.06	166.05	156.54	152.22	160.22	141.73	136.94
A-2 Assembly, restaurants, bars, banquet halls	181.86	176.56	171.06	165.05	154.54	151.22	159.22	139.73	135.94
A-3 Assembly, churches	216.47	208.41	202.95	193.91	181.79	176.02	187.23	164.50	157.85
A-3 Assembly, general, community halls, libraries, museums	180.57	172.51	166.04	158.00	144.89	140.11	151.32	127.59	121.94
A-4 Assembly, arenas	213.40	205.35	198.88	190.84	177.53	172.76	184.16	160.23	154.58
B Business	186.69	179.79	173.86	165.19	150.70	145.02	158.70	132.31	126.48
E Educational	197.52	190.73	185.77	177.32	165.32	156.97	171.23	144.39	140.26
F-1 Factory and industrial, moderate hazard	111.86	106.71	100.58	96.68	86.77	82.81	92.61	72.75	68.09
F-2 Factory and industrial, low hazard	110.86	105.71	100.58	95.68	86.77	81.81	91.61	72.75	67.09
H-1 High Hazard, explosives	104.68	99.53	94.40	89.50	80.80	75.84	85.43	66.78	N.P.
H234 High Hazard	104.68	99.53	94.40	89.50	80.80	75.84	85.43	66.78	61.12
H-5 HPM	186.69	179.79	173.86	165.19	150.70	145.02	158.70	132.31	126.48
I-1 Institutional, supervised environment	187.63	181.26	176.01	168.60	155.33	151.11	168.69	139.15	134.82
I-2 Institutional, hospitals	314.17	307.27	301.34	292.67	277.18	N.P.	286.18	258.79	N.P.
I-2 Institutional, nursing homes	217.67	210.77	204.84	196.17	182.68	N.P.	189.68	164.29	N.P.
I-3 Institutional, restrained	212.42	205.52	199.59	190.92	177.93	171.25	184.43	159.54	151.71
I-4 Institutional, day care facilities	187.63	181.26	176.01	168.60	155.33	151.11	168.69	139.15	134.82
M Mercantile	136.25	130.95	125.45	119.44	109.43	106.11	113.60	94.63	90.83
R-1 Residential, hotels	189.35	182.99	177.74	170.33	156.80	152.58	170.42	140.62	136.29
R-2 Residential, multiple family	158.84	152.48	147.23	139.81	127.05	122.83	139.91	110.87	106.54
R-3 Residential, one- and two-family ^d	148.17	144.14	140.42	136.90	131.89	128.41	134.60	123.40	116.15
R-4 Residential, care/assisted living facilities	187.63	181.26	176.01	168.60	155.33	151.11	168.69	139.15	134.82
S-1 Storage, moderate hazard	103.68	98.53	92.40	88.50	78.80	74.84	84.43	64.78	60.12
S-2 Storage, low hazard	102.68	97.53	92.40	87.50	78.80	73.84	83.43	64.78	59.12
U Utility, miscellaneous	80.38	75.90	71.16	67.61	60.99	57.00	64.60	48.23	45.92

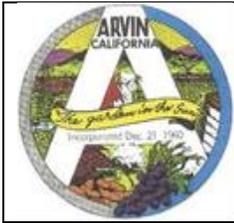
- a) Private Garages and Carports – Use 50% of R-3
 b) Unfinished Basements (all use groups) = use 80% of applicable type of construction and occupancy group
 c) For shell only buildings, deduct 20%
 d) Porches = 50% of applicable type of construction and occupancy group
 e) Decks = 25% of applicable type of construction and occupancy group
 f) N.P. – Not Permitted



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1997 Uniform Administrative Code
TABLE 3-A-BUILDING PERMIT FEES – Updated to 2017

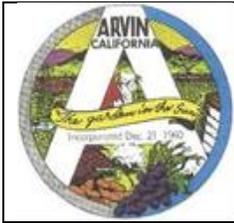
TOTAL VALUATION	FEE CALCULATION	1997 Fee	CPI 60.0%	New Fee
\$1.00 to \$500.00		\$23.50	14.10	37.60
\$501.00 to \$2,000.00	for the first \$500.00 plus	\$23.50	14.10	37.60
	for each additional \$100.00, or fraction thereof, to and including \$2,000.00	\$3.05	0.52	3.57
\$2,001.00 to \$25,000.00	for the first \$2,000.00 plus	\$69.25	41.55	110.80
	for each additional \$100.00, or fraction thereof, to and including \$2,000.00	\$14.00	8.40	22.40
\$25,001.00 to \$50,000.00	for the first \$25,000.00 plus	\$391.75	235.05	626.80
	Plus for each additional \$1,000.00, or fraction thereof, to and including \$50,000.00	\$10.10	6.06	16.16
\$50,001.00 to \$100,000.00	for the first \$50,000.00	\$643.75	386.25	1030.00
	Plus, for each additional \$1,000.00, or fraction thereof, to and including \$100,000.00	\$7.00	4.20	11.20
\$100,001.00 to \$500,000.00	for the first \$100,000.00	\$993.75	596.25	1590.00
	Plus, for each additional \$1,000.00, or fraction thereof, to and including \$500,000.00	\$5.60	3.36	8.96
\$500,001.00 to \$1,000,000.00	for the first \$500,000.00	\$3,233.75	1940.25	5174.00
	plus for each additional \$1,000.00, or fraction thereof, to and including \$1,000,000.00	\$4.75	2.85	7.60
\$1,000,001.00 and up	for the first \$1,000,000.00	\$5,608.75	3365.25	8974.00
	Plus, for each additional \$1,000.00, or fraction thereof	\$3.65	2.19	5.84
OTHER INSPECTIONS AND FEES – Inspection fees are based on hourly cost per contractual agreement plus 15%				
1. Inspections outside of normal business - (minimum charge-two hours)		47.00 per hour *		87.50 per Hour w/Min 2 hr = 175.00
2. Reinspection fees assessed under provisions of Section 305.		47.0 per hour *		87.50 per hour
3. Inspections for which no fee is specifically indicated - (minimum charge-one-half hour)		47.00 per hour *		87.50 per hour
4. Additional plan review required by changes, additions or revisions to plans (minimum charge-one-half hour)		47.00 per hour *		87.50 per hour
5. For use of outside consultants for plan checking and inspections, or both		Actual costs**		Actual Cost plus 15%
*Or the total hourly cost to the jurisdiction, whichever is the greatest. This cost shall include supervision, overhead, equipment, hourly wages and fringe benefits of the employees involved.				
**Actual costs include administrative and overhead costs of 15%				



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1997 UNIFORM ADMINISTRATIVE CODE
TABLE 3-B – ELECTRICAL PERMIT FEES

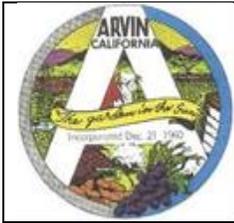
TOTAL VALUATION	FEE CALCULATION	1997 Fee	CPI 60%	New Fee
Permit Issuance				
1.	For the issuance of each electrical permit	\$23.50	14.10	37.60
2.	For the issuing of each supplemental permit for which the original permit has not expired, been canceled, or finalized	\$7.25	4.35	11.60
System Fee Schedule	<i>(Note: The following do not include permit-issuing fee.)</i>			
3.	New Residential Buildings - The following fees shall include all wiring and electrical equipment in or on each building, or other electrical equipment on the same premises constructed at the same time.			
Multifamily.	For new multifamily buildings (apartments and condominiums) having three or more dwelling units constructed at the same time, not including the area of garages, carports and accessory buildings, per square foot (0.09 m ²)	0.050	.030	0.080
Single- and two-family.	For new single- and two-family residential buildings constructed at the same time and not including the area of garages, carports and accessory buildings, per square foot (0.09 m ²)	0.056	.034	0.090
For other types of residential occupancies and for alterations, additions and modifications to existing residential buildings, use the Unit Fee Schedule.				
1. Private Swimming Pools	For new private, in-ground swimming pools for single-family and multifamily occupancies, including a complete system of necessary branch circuit wiring, bonding, grounding, underwater lighting, water pumping and other similar electrical equipment directly related to the operation of a swimming pool, each pool	49.50	29.70	79.20
2. Carnivals and Circuses	Carnivals, circuses, or other traveling shows or exhibitions utilizing transportable-type rides, booths, displays and attractions.			
	For electrical generators and electrically driven rides, each	\$23.50	14.10	37.60
	For mechanically driven rides and walk-through attractions or displays having electric lighting,	\$7.25	4.35	11.60
	For a system of area and booth lighting, each	\$7.25	4.35	11.60
	For permanently installed rides, booths, displays and attractions,	use the Unit Fee Schedule.		



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TABLE 3-B – ELECTRICAL PERMIT FEES CONTINUED

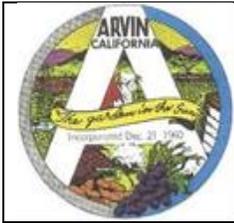
TOTAL VALUATION	FEE CALCULATION	1997 Fee	CPI	New Fee
Temporary Power Service				
	For a temporary service pole or pedestal, including all pole or pedestal-mounted receptacle outlets and appurtenances, each	\$23.50	14.10	37.60
	For a temporary distribution system and temporary lighting and receptacle outlets for construction sites, decorative lights, Christmas tree sales lots, fireworks stands, etc., each	12.30	7.38	19.68
Unit Fee Schedule	<i>(Note: The following do not include permit-issuing fee.)</i>			
2. Receptacle, Switch and Light Outlets	For receptacle, switch, light or other outlets at which current is used or controlled, except services, feeders and meters:			
	First 20 fixtures, each	1.10	0.66	1.76
	Additional fixtures, each	0.73	0.05	0.78
	Note: For multioutlet assemblies, each 5 feet (1524 mm) or fraction thereof may be considered as one outlet.			
3. Light Fixtures	For lighting fixtures, sockets or other lamp-holding devices			
	First 20 fixtures, each	1.10	0.66	1.76
	Additional fixtures, each	0.73	0.05	0.78
	For pole or platform-mounted lighting fixtures, each	1.10	0.66	1.76
	For theatrical-type lighting fixtures or assemblies, each	1.10	0.66	1.76
4. Residential Appliances	For fixed residential appliances or receptacle outlets for same, including wall-mounted electric ovens; counter-mounted cooking tops; electric ranges; self-contained room, console or through-wall air conditioners; space heaters; food waste grinders; dishwashers; washing machines; water heaters; clothes dryers; or other motor-operated appliances not exceeding 1 horsepower (HP) (746 W) in rating, each	4.75	2.85	7.60
	Note: For other types of air conditioners and other motor-driven appliances having larger electrical ratings	see Power Apparatus		



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TABLE 3-B – ELECTRICAL PERMIT FEES - CONTINUED

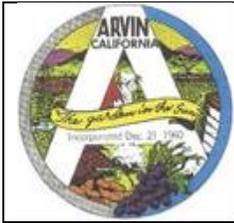
TOTAL VALUATION	FEE CALCULATION	1997 Fee	CPI	New Fee
5. Nonresidential Appliances	For nonresidential appliances and self-contained factory-wired, nonresidential appliances not exceeding 1 horsepower (HP), kilowatt (kW) or kilovolt-ampere (kVA), in rating, including medical and dental devices; food, beverage and ice cream cabinets; illuminated show cases; drinking fountains; vending machines; laundry machines; or other similar types of equipment, each	4.75	2.85	7.60
Note: For other types of air conditioners and other motor-driven appliances having larger electrical ratings		see Power Apparatus.		
6. Power Apparatus	For motors, generators, transformers, rectifiers, synchronous converters, capacitors, industrial heating, air conditioners and heat pumps, cooking or baking equipment and other apparatus, as follows:			
	Up to and including 1, each	4.75	2.85	7.60
	Over 1 and not over 10, each	12.30	7.36	19.66
	Over 10 and not over 50, each	24.60	14.72	39.32
	Over 50 and not over 100, each	49.50	29.70	79.20
	Over 100, each	74.50	44.70	119.20
Notes:				
1. For equipment or appliances having more than one motor, transformer, heater, etc., the sum of the combined ratings may be used.				
2. These fees include all switches, circuit breakers, contactors, thermostats, relays and other directly related control equipment.				
7. Busways	For trolley and plug-in-type busways, each 100 feet (30 480 mm) or fraction	\$7.25	4.35	11.60
Note: An additional fee is required for lighting fixtures, motors and other appliances that are connected to trolley and plug-in-type busway. A fee is not required for portable tools.				



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TABLE 3-B – ELECTRICAL PERMIT FEES – CONTINUED

TOTAL VALUATION	FEE CALCULATION	1997 Fee	CPI	New Fee
8. Signs, Outline Lighting and Marquees				
	For additional branch circuits within the same sign, outline lighting system or marquee,	24.60	14.72	39.32
	For signs, outline lighting systems or marquees supplied from one branch circuit,	4.75	2.85	7.60
9. Services				
	For services over 600 volts or over 1,000 amperes in rating, each	30.50	18.30	48.80
	For services of 600 volts or less and not over 200 amperes in rating, each	62.15	37.29	99.44
	For services of 600 volts or less and over 200 amperes to 1,000 amperes,	124.30	74.58	198.88
10. Miscellaneous Apparatus, Conduits and Conductors				
	For electrical apparatus, conduits and conductors for which a permit is required but for which no fee is herein set	18.20	10.92	29.12
Note: This fee is not applicable when a fee is paid for one or more services, outlets, fixtures, appliances, power apparatus, busways, signs or other equipment.				
Other Inspections and Fees:				
	Inspections outside of normal business hours, per hour (minimum charge—two hours)	49.50*		87.50
	Reinspection fees assessed under provisions of Section 305.8, per inspection	49.50*		87.50
	Inspections for which no fee is specifically indicated, per hour (minimum charge—one-half hour)	49.50*		87.50
	Additional plan review required by changes, additions or revisions to plans or to plans for which an initial review has been completed (minimum charge—one-half hour)	49.50*		87.50
*Or the total hourly cost to the jurisdiction, whichever is the greatest. This cost shall include supervision, overhead, equipment, hourly wages and fringe benefits of the employees involved.				

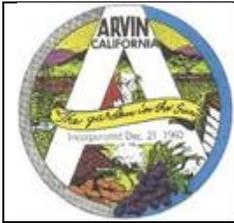


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1997 UNIFORM ADMINISTRATIVE CODE
TABLE 3-C – MECHANICAL PERMIT FEES

TOTAL VALUATION	FEE CALCULATION	1997 Fee	CPI Adjustment fm 1997 to 2017 60%	New Fee
Permit Issuance and Heaters				
1.	For the issuance of each electrical permit	\$23.50	14.10	37.60
2.	For the issuing of each supplemental permit for which the original permit has not expired, been canceled, or finalized	\$7.25	4.35	11.60
System Fee Schedule	<i>(Note: The following do not include permit-issuing fee.)</i>			
3. Furnaces	For the installation or relocation of each forced-air or gravity-type furnace or burner, including ducts and vents attached to such appliance, up to and including 100,000 Btu/h (29.3 kW)	14.80	8.88	23.68
	For the installation or relocation of each forced-air or gravity-type furnace or burner, including ducts and vents attached to such appliance over 100,000 Btu/h (29.3 kW)	18.20	10.92	29.12
	For the installation or relocation of each floor furnace, including vent	14.80	8.88	23.68
	For the installation or relocation of each suspended heater, recessed wall heater or floor-mounted unit heater	14.80	8.88	23.68
4. For Appliance Vents	For the installation, relocation or replacement of each appliance vent installed and not included in an appliance permit	\$7.25	4.35	11.60
5. Repairs and Additions	For the repair of, alteration of, or addition to each heating appliance, refrigeration unit, cooling unit, absorption unit, or each heating, cooling, absorption or evaporative cooling system, including installation of controls regulated by the Mechanical Code	13.70	8.22	21.92

Attachment: (7a) - Building Fee Update (Resolution Amending and Updating the Existing Citywide Master Fee Schedule)

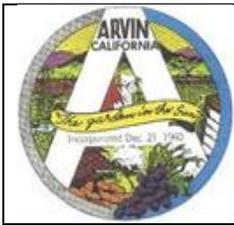


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TABLE 3-C – MECHANICAL PERMIT FEES - CONTINUED

TOTAL VALUATION	FEE CALCULATION	1997 Fee	CPI Adjustment fm 1997 to 2017 60%	New Fee
6. Boilers, Compressors and Absorption Systems				
	For the installation or relocation of each boiler or compressor to and including 3 horsepower (10.6 kW), or each absorption system to and including 100,000 Btu/h (29.3 kW)	14.80	8.88	23.68
	For the installation or relocation of each boiler or compressor over 3 horsepower (10.6 kW) to and including 15 horsepower (52.7 kW), or each absorption system over 100,000 Btu/h (29.3 kW) to and including 500,000 Btu/h (146.6 kW)	27.15	16.29	43.44
	For the installation or relocation of each boiler or compressor over 15 horsepower (52.7 kW) to and including 30 horsepower (105.5 kW), or each absorption system over 500,000 Btu/h (146.6 kW) to and including 1,000,000 Btu/h (293.1 kW)	37.25	22.35	59.60
	For the installation or relocation of each boiler or compressor over 30 horsepower (105.5 kW) to and including 50 horsepower (176 kW), or each absorption system over 1,000,000 Btu/h (293.1 kW) to and including 1,750,000 Btu/h (512.9 Kw)	55.45	33.27	88.72
	For the installation or relocation of each boiler or compressor over 50 horsepower (176 kW), or each absorption system over 1,750,000 Btu/h (512.9 kW)	92.65	55.59	148.24

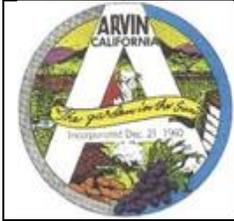
Attachment: (7a) - Building Fee Update (Resolution Amending and Updating the Existing Citywide Master Fee Schedule)



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TABLE 3-C – MECHANICAL PERMIT FEES – CONTINUED

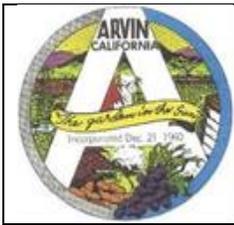
TOTAL VALUATION	FEE CALCULATION	1997 Fee	CPI Adjustment fm 1997 to 2017 60%	New Fee
7. Air Handlers				
	For each air-handling unit to and including 10,000 cubic feet per minute (cfm) (4719 L/s), including ducts attached thereto	10.65	6.39	17.04
	Note: This fee does not apply to an air-handling unit which is a portion of a factory-assembled appliance, cooling unit, evaporative cooler or absorption unit for which a permit is required elsewhere in the Mechanical Code.			
	For each air-handling unit over 10,000 cfm (4719 L/s)	18.10	10.86	28.96
8. Evaporative Coolers				
	For each evaporative cooler other than portable type	10.65	6.39	17.04
9. Ventilation and Exhaust				
	For each ventilation fan connected to a single	\$7.25	4.35	11.60
	For each ventilation system which is not a portion of any heating or air-conditioning system authorized by a permit	10.65	6.39	17.04
	For the installation of each hood which is served by mechanical exhaust, including the ducts for such hood	10.65	6.39	17.04
10. Incinerators				
	For the installation or relocation of each domestic-type incinerator	18.10	10.86	28.96
	For the installation or relocation of each commercial or industrial-type incinerator	14.80	8.88	23.68
11. Miscellaneous				
	For each appliance or piece of equipment regulated by the Mechanical Code but not classed in other appliance categories, or for which the fee is listed in the table	10.65	6.39	17.04



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TABLE 3-C – MECHANICAL PERMIT FEES - CONTINUED

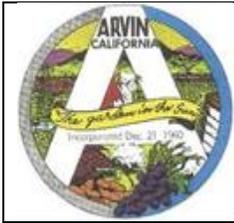
TOTAL VALUATION	FEE CALCULATION	1997 Fee	New Fee
Other Inspections and Fees:			
	Inspections outside of normal business hours, per hour (minimum charge—two hours)(Building Official 75.00 plus 15%=86.50 per hour)	49.50*	87.50*
	Reinspection fees assessed under provisions of Section 305.8, per inspection	49.50*	87.50*
	Inspections for which no fee is specifically indicated, per hour (minimum charge—one-half hour)	49.50*	87.50*
	Additional plan review required by changes, additions or revisions to plans or to plans for which an initial review has been completed (minimum charge—one-half hour)	49.50*	87.50*
*Or the total hourly cost to the jurisdiction, whichever is the greatest. This cost shall include supervision, overhead, equipment, hourly wages and fringe benefits of the employees involved.			



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TABLE 3-D – PLUMBING PERMIT FEES

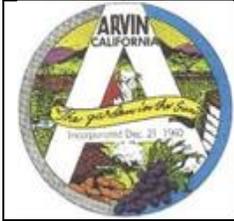
TOTAL VALUATION	FEE CALCULATION	1997 Fee	CPI 60%	Adjusted C PI 2017
Permit Issuance				
1.	For the issuance of each electrical permit	\$23.50	14.10	37.60
	For the issuing of each supplemental permit for which the original permit has not expired, been canceled, or finalized	\$7.25	4.35	11.60
Unit Fee Schedule	<i>(Note: The following do not include permit-issuing fee.)</i>			
1. Fixtures and Vents				
	For each plumbing fixture or trap or set of fixtures on one trap (including water, drainage piping and backflow protection thereof)	9.80	5.88	15.68
	For repair or alteration of drainage or vent piping, each fixture	4.75	2.70	8.45
2. Sewers, Disposal Systems and Interceptors				
	For each building sewer and each trailer park sewer	24.65	14.79	39.44
	For each cesspool	37.25	22.35	59.60
	For each private sewage disposal system	74.50	44.70	119.20
	For each industrial waste pretreatment interceptor, including its trap and vent, excepting kitchen-type grease interceptors functioning as fixture traps	19.90	11.76	31.66
	Rainwater systems-per drain (inside building)	9.80	5.88	15.68
3. Water Piping and Water Heaters				
	For installation, alteration, or repair of water piping or water-treating equipment, or both, each	4.75	2.70	7.20
	For each water heater including vent	12.30	7.38	19.68
	For Vents only, see Table 3-C			



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TABLE 3-D – PLUMBING PERMIT FEES - CONTINUED

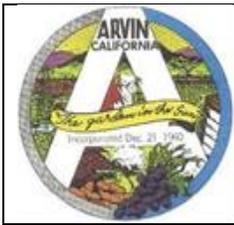
TOTAL VALUATION	FEE CALCULATION	1997 Fee	CPI Adjustment 60%	Adjusted C PI 2017
4. Gas Piping Systems				
	For each gas piping system of one to five outlets	6.15	3.69	9.84
	For each additional outlet over five, each	1.10	0.66	1.76
5. Lawn Sprinklers, Vacuum Breakers and Backflow Protection Devices				
	For each lawn sprinkler system on any one meter, including backflow protection devices thereof	14.80	8.88	23.68
	For atmospheric-type vacuum breakers or backflow protection devices not included in Item 1: 1 to 5 devices	12.30	7.38	19.68
	Over 5 devices, each	2.25	1.35	3.60
	For each backflow-protection device other than atmospheric-type vacuum breakers:			
	2 inches (50.8 mm) and smaller	12.30	7.38	19.68
	Over 2 inches (50.8 mm)	24.65	14.79	39.44
6. Swimming Pools	For each swimming pool or spa:			
	Public pool	91.25	54.75	146.00
	Public spa	60.75	36.45	97.20
	Private pool	60.75	36.45	97.20
	Private spa	60.75	36.45	97.20
7. Miscellaneous				
	For each appliance or piece of equipment regulated by the Plumbing Code but not classed in other appliance categories, or for which no other fee is listed in this code	9.80	5.88	15.68



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TABLE 3-D – PLUMBING PERMIT FEES - CONTINUED

TOTAL VALUATION	FEE CALCULATION	1997 Fee	CPI Adjustment	Adjusted CPI 2017
Other Inspections and Fees:				
	Inspections outside of normal business hours, per hour (minimum charge—two hours)	47.00*		87.50*
	Reinspection fees assessed under provisions of Section 305.8, per inspection	47.00*		87.50*
	Inspections for which no fee is specifically indicated, per hour (minimum charge—one-half hour)	47.00*		87.50*
	Additional plan review required by changes, additions or revisions to plans or to plans for which an initial review has been completed (minimum charge—one-half hour)	49.50*		87.50*
*Or the total hourly cost to the jurisdiction, whichever is the greatest. This cost shall include supervision, overhead, equipment, hourly wages and fringe benefits of the employees involved.				



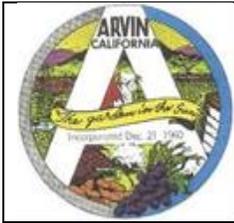
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TABLE 3-E -ELEVATOR PERMIT FEES

TOTAL VALUATION	FEE CALCULATION	1997 Fee	CPI Adjustment 60%	Adjusted CPI 2017
New Installations:				
Passenger or freight elevator, escalator, moving walk:				
\$40,000	Up to and including \$40,000.00 of valuation	89.00	53.40	142.40
Over \$40,000	Over \$40,000.00 of valuation;	89.00	53.40	142.40
	plus for each \$1,000.00 or fraction thereof over \$40,000.	1.65	1.00	2.65
Dumbwaiter or private residence elevator:				
\$10,000	Up to \$10,000 of Valuation	25.00	15.00	40.00
Over \$10,000	Over \$10,000.00 of valuation	25.00	15.00	40.00
	Plus, for each \$1,000.00 or fraction thereof over \$10,000.00	1.65	1.00	2.65
Major Alterations:				
	Fees for major alterations shall be as set forth in Table 3-A. Installation fees include charges for the first year's annual inspection fee and charges for electrical equipment on the conveyance side of the disconnect switch.			

1997 UNIFORM ADMINISTRATIVE CODE
TABLE 3-F-ELEVATOR ANNUAL CERTIFICATES OF INSPECTION FEES

TOTAL VALUATION	FEE CALCULATION	1997 Fee	CPI Adjustment 60%	Adjusted CPI 2017
Annual Inspections:				
	Each Elevator	41.50	24.90	66.40
	For each escalator or moving walk	24.65	14.79	39.44
	For each commercial dumbwaiter	16.75	10.05	26.80
(Each escalator or moving walk unit powered by one motor shall be considered as a separate escalator or moving walk.)				



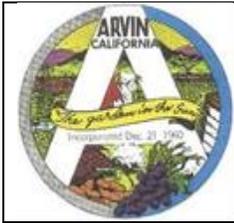
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TABLE 3-G – GRADING PLAN REVIEW FEES

FEE CALCULATION		1997 Fee	New Fee
Grading Plan Review			
<50 to 10,000	50 cubic yards (38.2 m ³); 51 to 100 cubic yards (40 to 76.5 m ³); 101 to 1,000 cubic yards (77.2 to 764.6 m ³); to 1,001 to 10,000 cubic yards (765.3 to 7645.5 m ³)		50.00
10,001 to 200,000 or more	For the first 10,000 cubic yards (764.5 m ³)- Plus , for each additional 10,000 cubic yards (7645.5 m ³) or fraction thereof		75.00 plus 24.00 each 10,000 cubic Yards or fraction thereof
Other Fees Additional plan review required by changes, additions or revisions to plans or to plans for which an initial review has been completed – hourly rate plus 15%*		50.50*	87.50*
The total hourly cost to the jurisdiction, whichever is the greatest. This cost shall include supervision, overhead, equipment, hourly wages and fringe benefits of the employees involved.*			

1997 UNIFORM ADMINISTRATIVE CODE
TABLE 3-H-GRADING PERMIT FEES

FEE CALCULATION		1997 Fee	New Fee
Grading Permit Fees:			
<50 to 10,000	50 cubic yards (38.2 m ³); 51 to 100 cubic yards (40 to 76.5 m ³); 101 to 1,000 cubic yards (77.2 to 764.6 m ³); to 1,001 to 10,000 cubic yards (765.3 to 7645.5 m ³)		50.00
10,001 to 200,000 or more	For the first 10,000 cubic yards (764.5 m ³)- Plus , for each additional 10,000 cubic yards (7645.5 m ³) or fraction thereof		75.00 plus 24.00 each 10,000 cubic Yards or fraction thereof
Other Inspections and Fees:			
	Inspection outside of normal business hours, per hour (minimum charge-two hours)	50.50*	87.50*
	Re Inspections for which no fee is specifically indicated, per hour (minimum charge-one-half hour)	50.50*	87.50*
	Inspections for which no fee is specifically indicated, per hour (minimum charge – one-half hour)	50.50* ²	87.50*
The total hourly cost to the jurisdiction, whichever is the greatest. This cost shall include supervision, overhead, equipment, hourly wages and fringe benefits of the employees involved.*			
Note: The tables for Grading Permit Fee and Plan Check Fee from the 1997 Uniform Administrative Code were collapsed and fees modified for simplification.			

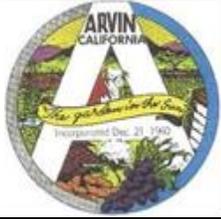


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G - SPECIAL MISCELLANEOUS PERMITS

Title – Description	Existing Fee	CPI	New Fee
Special Miscellaneous Permits (Includes Plan Check Fee)			
1. Permit issuance fee, each permit issued	\$23.00	18.60	41.60
2. Commercial Coach Installation	\$146.00	17.67	163.67
3. Masonry Fireplaces	\$67.00	8.10	75.11
4. Satellite Dish	\$67.00	8.10	75.11
5. Signs:			
a. Wall mounted.	\$27.00	3.27	30.27
b. Monument greater than six above grade.	\$35.00	4.27	39.27
c. Single Pole	\$89.00	10.77	99.77
d. Double Pole	\$100.00	12.10	112.10
6. Solar Systems (Residential) - 10 Kilowatts or less - Resolution No. 2015-4711-17-15 -\$355.55	\$355.55	43.78	398.92
7. Spas (In ground):	\$75.00	9.08	84.08
a. Standard Plans	\$56.00	6.94	62.94
b. Non-standard Plans	\$67.00	8.11	75.11
8. Swimming Pools (In ground)			
a. Standard Plans	\$164.00	19.84	183.84
b. Non-standard Plans	\$197.00	23.96	220.96
c. Commercial.	\$254.00	30.73	284.73
9. Foundation only Permits (Minimum)	\$52.00	6.29	58.29
10. Water Heater			30.00
11. Gas Meter Clearance			30.00
12. Electric Meter Clearance			50.00
13. Furnaces			50.00
14. Residential Re-Roof			125.00
15. Lost Job Card - each			50.00
16. Misc. Permit Fee not listed – type of permit determined by the Building Official when not listed and/or is a unique situation			50.00

H - FEES NOT MENTIONED ELSEWHERE



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FEES NOT MENTIONED ELSEWHERE

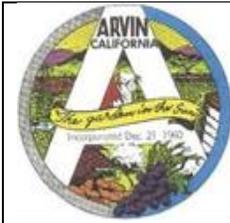
1. To be charged on an hourly basis – city staff (Hourly Wage of case handler(s), plus 45% to cover benefits) and Contract Service Charge Rates plus 15% for administrative overhead.

The applicant is hereby notified that the project is a time and material project and that the total processing cost will be invoiced. For projects which are more complex, controversial, or involve other issues which will result in a significant larger amount of work than the typical project the director may require a larger deposit than those listed. Other City departments may bill against a time and material project when authorized by the City Council or the Planning Director. A time and material project applicant must, at the time of filing, pay a minimum deposit which represents the minimum amount which will be required for processing that particular application(s), except for EIR's where any unused portion of the deposited amount shall be fully refundable, unless a credit account is approved by the director. Thereafter, the applicant will receive, monthly, a statement of the time and material charges made and the balance of the deposit. If the balance on deposit falls below the anticipated expenditures within the next 60 days, the applicant will be required to deposit additional funds as determined by the director. If the applicant fails to deposit the additional funds in a timely manner, work will cease on the project. When a decision is made on the project, the deposit balance will be closed out and a refund issued for any deposit in excess of the final bill. Any interest accrued on the deposit is part of the fee and will not be refunded or credited to the applicant. No applications shall be processed for any applicant if that applicant has a delinquent account until such time as the delinquent account is paid in full

In lieu of the above minimum deposit the director may allow the applicant to establish a credit account and be billed on a monthly basis. Credit accounts may be approved by the director where the applicant has an established good credit history and/or payment history. A credit check will be done if the applicant desires to participate in the credit account and billing program. For projects which involve the City hiring consultants, the applicant will be required to deposit funds sufficient to cover consultant charges even if they are approved for a credit account. In order to be allowed to participate in the billing program the applicant will pay all invoices within 30 days of the billing date.

Failure to make full payment within the above time will cancel the applicant's ability to utilize this program and no further work will occur on the applicant's project(s) until a full deposit is made with the director.

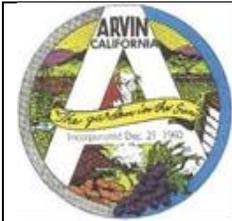
The director may accept the minimum deposit as payment in whole on minor changes, otherwise the applicant will be informed that this is a time and material project in accordance with note "*" above.



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Adopted June 19, 2018
Effective Date August 20, 2018

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PREPARATION OF CONTRACT AND COORDINATION	
REVIEW OF APPLICANT'S PART 1 – INITIAL STUDY	
NOTICE OF EXEMPTION – CITY FILING PLUS KERN COUNTY FEE	
INITIAL STUDY PART 2	
INITIAL STUDY PART 2 BY OTHERS – STAFF REVIEW	
NOTICE OF INTENT TO ADOPT NEGATIVE DECLARATION	
NOTICE OF INTENT TO ADOPT MITIGATED NEGATIVE DECLARATION WITH MITIGATION PROGRAM	
PEER REVIEW OF REPORTS AND STUDIES PREPARED BY APPLICANT	
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ENVIRONMENTAL IMPACT REPORT (EIR) PLUS CITY FEE OF 15%	
NOTICE OF EXEMPTION PLUS CITY FEE OF 15%	
KERN COUNTY CLERK PROCESSING FEE FOR ALL ENVIRONMENTAL DOCUMENTS – PLUS CITY FEE IS 15%	
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CONTRACT PLANNER CONSULTANT'S FEE – HOURLY RATE	
OTHER FEES CHARGED BY OUTSIDE AGENCIES OR CONTRACT AND/OR CONSULTANT FEES ASSOCIATED WITH THE CITY APPLICATION SHALL BE PAID BY THE APPLICANT	



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MONITORING FEE – COMPLIANCE WITH CONDITIONS		
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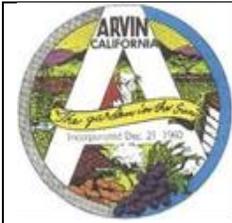
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SITE DEVELOPMENT PERMIT APPLICATIONS BY PLANNING COMMISSION AND/OR CITY COUNCIL	

	<p>CITY OF ARVIN 200 Campus Drive Arvin Ca 93203 Phone 661-854-3134758-7200 FAX 661-854-0817 FEE SCHEDULE – RESO 2018 Adopted June 19, 2018 Effective Date August 20, 2018</p>
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Special Requests -Includes miscellaneous plan reviews, inspections, report preparation, investigation/research, and miscellaneous tasks not covered by other fees. Hour rates are based upon Contract salary plus 15% and City Staff base salary plus 45% with a one hour minimum charge.	
a. Contract Engineering Service, Building Official, City Attorney, City Planner, and others	
b. City Staff	
c. Technology Fee	
Special Requests Requiring Overtime - When an applicant requests staff to work overtime or outside of regular business hours, and staff is available to accommodate the request, the applicant will be charged 1.5 times the normal hourly rate.	

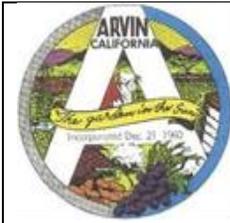
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Attachment: (8) - 2018 Planning Fee Schedule Index (Resolution Amending and Updating the Existing Citywide Master Fee Schedule)



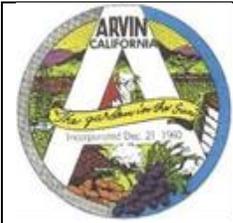
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	ZONING CLEARANCE FOR BUSINESS LICENSES, BUILDING PERMIT, OR OTHER NOTE: ZONING CLEARANCE IS REQUIRED PRIOR TO ISSUANCE OF OTHER ENTITLEMENTS.	
	ZONE CHANGE AMENDMENT	
	ZONING CODE TEXT AMENDMENT	
	Research - Zoning	
	Public Hearing Notice: Display Ad/Regular Ad	
	Mailing List:	
	TIME EXTENSIONS: TENTATIVE MAPS; DEVELOPMENT PLAN; CONDITIONAL USE PERMIT	
	VARIANCE REQUEST -ZONING ORDINANCE/SUBDIVISION REQUIREMENTS	
	HOME OCCUPATION PERMITS- STAFF ACTION	
	HOME OCCUPATION PERMITS- ADMINISTRATIVE PERMIT STAFF ACTION	
	HOME OCCUPATION PERMITS -PLANNING COMMISSION ACTION	
	GENERAL PLAN AMENDMENT; MASTER PLANS; SPECIFIC PLANS; DEVELOPMENT PLANS	
	MASTER PLANS; SPECIFIC PLANS; DEVELOPMENT PLANS - REVISIONS	
	CONDITIONAL USE PERMIT	
	TEMPORARY MOBILE HOME PERMIT	
	APPLICATION	
	PERMIT RENEWAL	
	MONITORING PROGRAM FOR APPLICATIONS WHERE CONDITIONS, FOLLOW UP REVIEW, MITIGATION MEASURES, ETC. ARE PLACED ON PROJECT APPROVALS.	
	LANDSCAPE PLAN or WALL DESIGN - MISC REVIEW	8
	REVIEW OF LANDSCAPE PLANS	
	WALL DESIGN REVIEW	
	MISC. REVIEW FEE	
	ADMINISTRATIVE APPROVAL	
	SEE SITE DEVELOPMENT PERMIT	
	CONDITIONAL USE PERMIT REQUIRED	
	LEASE AGREEMENT WITH CITY - Note: applicant to pay full cost of processing an application	



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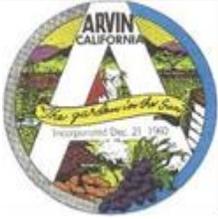
CELLULAR TOWERS/ANTENNAS	9
ADMINISTRATIVE APPROVAL	
SEE SITE DEVELOPMENT PERMIT	
CONDITIONAL USE PERMIT REQUIRED	
LEASE AGREEMENT WITH CITY - note: applicant to pay full cost of processing an application	
ANNEXATIONS – SPHERE OF INFLUENCE AMENDMENTS - GENERAL PLAN AMENDMENT—PREZONE- CANCEL WILLIAMSON ACT CONTRACTS	9
ANNEXATION APPLICATION DEPOSIT WILL BE REQUIRED AND ALL ASSOCIATED APPLICATIONS SUCH AS BUT NOT LIMITED TO SOI AMENDMENTS, PRE-ZONING, GENERAL PLAN AMENDMENT, ENVIRONMENTAL STUDIES, AND SPECIAL STUDIES THAT MAY BE REQUIRED PLUS ALL OUTSIDE AGENCY FEES AND RECORDING DOCUMENTS SHALL BE FULL COST RECOVERY PLUS OVERHEAD COSTS PER CITY POLICY. UPON COMPLETION ALL ASSOCIATED FEES SUCH AS GP MAINTENANCE FEE, CODE MAINTENANCE FEE, ETC SHALL BE REQUIRED.	
Annexations or Reorganizations requested by the applicant, the applicant must also pay the following: a] all election costs if one is necessary; b] LAFCO/State Board of Equalization filing fees; c] maps/legal descriptions that comply with LAFCO/State Board of Equalization Standards	
MAINTENANCE FEE – MAPS, CODES, GENERAL PLAN UPDATE	10-15
GENERAL PLAN MAINTENANCE	10
1 Discretionary permits and all new building permit	
2.. Administrative Permits and building permits for room additions, accessory structures, swimming pools, sign permits, encroachment permits, etc.	
MAP MAINTENANCE FEE- DEPOSITS PLUS OVERHEAD	11
1. Parcel and Tract Maps, Rezone, Amend General Plan Land Use Policy Diagram (Map)	
2. Misc. Maps and Activities causing modification to Lot Line, Addressing, Street Naming , Adjustments/Mergers, Addressing,.	
3. Utility Maps Due upon approval – sewer, drainage, etc.	
CODE MAINTENANCE	12
1. Planning Applications Discretionary,	
2. Administrative Permits	
3. Building Permits, and	
4. Engineering Permits.	



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1. Community Development Department – Planning Applications:	
2. Building Permit Applications; Residential:	
3. Building Permit Applications; Multi-Family Commercial, Industrial:	
4. City Clerk files:	
5. Engineering Applications:	
a. for encroachment permits and other minor application	
b. for all other applications	
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Fee Calculation and Process for Deposits as well as Overhead Charges for Consultant Services and City Employees.

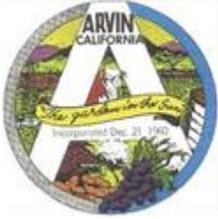
Planning, Engineering and City Attorney services as well as any other contract services shall be full cost recovery fee requiring a deposit to insure full recovery for the cost of contract services plus a 15% surcharge. The 15% surcharge is intended to cover City Staff time in administering the various contracts, accounting, billing clients for service provided, tracking deposits and payments.

Example: Initial Study Part 2 – Contract Planner Preparation – deposit required: \$5,000.00. Time Expended by Contract Planner at billing rate of \$125.00 per hour – total hours for preparation of report 30 hours. Time Expended by Contract City Engineer at a billing rate of 150.00 per hour – total hours for preparation of review 10 Hours. Time Expended by City Attorney 2 hours at billing rate of 165.00 per hour. Time expended by Community Development Director 3 hours at a billing rate of \$100.00 PLUS 45%.

Per the Policy of the City of Arvin, where a deposit falls at or below a 15% reserve level, all work will stop until, a supplemental deposit is submitted in an amount sufficient as determined by the City Manager or designee. For example, a \$5,000.00 deposit will require additional funds to be submitted when the funds expended is at 15% (750.00).

City Staff also provides services which are not fully recovered when provided to the public and for private development. City Staff base salary plus 45% over head is established to accomplish full cost recovery (cost reasonable borne) for services provided. The 45% overhead includes benefits, facility costs which include buildings, automobiles, insurance, benefits, as is defined in Arvin Municipal Code, Section 3.32.030. The City shall monitor all work expended by City Staff and by consultant services to insure full cost recovery is achieved.

Applicants shall deposit the fees identified within the Fee Schedule upon submittal of an application. If the deposited amount fall below 15% of the original deposit, all work shall stop until a supplemental deposit as determined by the City Manager or designee is received by the City.

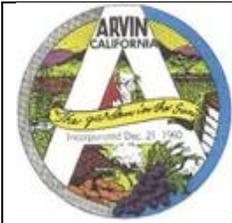


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EXAMPLE FLOW AS TO HOW THE COST RECOVERY BILLING WORKS:

Initial Study Part 2 / Personnel	Time Expended on Report	Rate of Pay	Plus Contract services Overhead	City Employee Overhead	Total Costs and Deduction Deposit	and from	Deposit Required	
Applicant Deposit	0						\$5,000.00	
Contract Planner	20	125.00	15%		2,500.00 15%=375.00	X	(2,875.00)	
Contract Engineer	10	150.00	15%		1,500 X 15%=25.00		(1,725.00)	
Applicant Deposit Additional Funds	Note: Work is to stop until additional deposit is received.							400.00 plus \$5,000.00 = \$5400.00
Contract City Attorney	2	165.00	15%		330.00 X 15% =49.50		(349.50)	
							5050.50	
Community Development Director	3	100.00		45%	100.00 X 45% =45.00	=	(145.00)	
							4,901.50	
City Clerk	2.0	45.00		45%	90.00 X 45% = 40.50		(130.50)	
							4,477.00	
Public Hearing Notice and Mailing Labels (Fixed Fee)							(250.00 + 75.00) = 325.00)	
							4146.00	
Notice to Adjacent Property Owners – Postage (Fixed Fee)							(Normally about 200 notices mailed .42 X 200 = 84.00)	
							4,062.00	
Contract Planner Staff Report	4.0	125.00	15%		500 X 15% = 75		(575.00)	
							3,988.00	
City Manager Review	1.5	150.00		45%	225 X 15% = 33.75		(258.75)	
							3,729.25	
Contract City Attorney Review	1.0	165			165 X 15% = 24.75		(189.75)	
							3,603.00	
Planning Commission Meeting Hearing Date and Attendance by City Planner, City Clerk	1.0	125.00	15%		125.00 X 15% = 18.75	=	(143.75)	
PC Follow Up Letter and Final PC Resolutions	1.5	125.00	15%		125.00 X 15% = 18.75	=	(168.75)	
Balance Refund to Applicant							3,434.00	

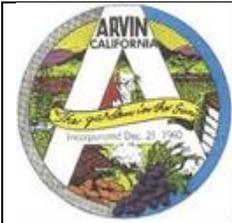
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ENVIRONMENTAL APPLICATIONS AND PROCESSES		
	Flat Fee	Deposit Required
PREPARATION OF REQUEST FOR PROPOSAL FOR PROJECT		\$1,500.00
PREPARATION OF CONTRACT AND COORDINATION		\$500.00
REVIEW OF APPLICANT’S PART 1 – INITIAL STUDY		\$360.00
NOTICE OF EXEMPTION – CITY FILING PLUS KERN COUNTY FEE	\$250.00 PLUS OUTSIDE AGENCY FEES	
INITIAL STUDY PART 2		\$5,000.00
INITIAL STUDY PART 2 BY OTHERS – STAFF REVIEW		\$3,160.00
NOTICE OF INTENT TO ADOPT NEGATIVE DECLARATION		\$ 250.00
NOTICE OF INTENT TO ADOPT MITIGATED NEGATIVE DECLARATION WITH MITIGATION PROGRAM		\$500.00
PEER REVIEW OF REPORTS AND STUDIES PREPARED BY APPLICANT		\$5,000.00
ENVIRONMENTAL IMPACT REPORT		\$10,000.00
STAFF REPORT AND PRESENTATION TO PLANNING COMMISSION AND CITY COUNCIL		\$500.00
NOTICE OF DETERMINATION – SEE FEES FOR OUTSIDE AGENCY	\$250.00 PLUS OUTSIDE AGENCY FEES	
MITIGATION MONITORING PROGRAM – COMPLIANCE MONITORING		\$1,500.00
OTHER AGENCY FEES		
Pass Through - Fixed Fee Schedule		
2018 Fee – Adjusted Annually and Updated per		
FISH AND GAME ENVIRONMENTAL FEES – PLUS CITY FEE:	Adjusted Annually by the State of Calif	To be calculated by Staff prior to preparation and filing
NEGATIVE DECLARATION PLUS CITY FEE 15%		To be calculated by Staff prior to preparation and filing
MITIGATED NEGATIVE DECLARATION (MND) PLUS CITY FEE OF 15%		To be calculated by Staff prior to preparation and filing
ENVIRONMENTAL IMPACT REPORT (EIR) PLUS CITY FEE OF 15%		To be calculated by Staff prior to preparation and filing
NOTICE OF EXEMPTION PLUS CITY FEE OF 15%		To be calculated by Staff prior to preparation and filing
KERN COUNTY CLERK PROCESSING FEE FOR ALL ENVIRONMENTAL DOCUMENTS – PLUS CITY FEE IS 15%		To be calculated by Staff prior to preparation and filing

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CONTRACT SERVICES FEE SCHEDULE – Deposits Required

	Flat Fee- N/A	Minimum Deposit Required
CONTRACT CITY ATTORNEY FEE – HOURLY RATE		Actual Cost plus 15% Administration Fee
CONTRACT CITY ENGINEER FEE – HOURLY RATE		Actual Cost plus 15% Administration Fee
CONTRACT PLANNER CONSULTANT'S FEE – HOURLY RATE		Actual Cost plus 15% Administration Fee
OTHER FEES CHARGED BY OUTSIDE AGENCIES OR CONTRACT AND/OR CONSULTANT FEES ASSOCIATED WITH THE CITY APPLICATION SHALL BE PAID BY THE APPLICANT		Actual Cost plus 15% Administration Fee

DEPOSIT FOR CONTRACT EMPLOYEES AND CITY EMPLOYEES

	Flat Fee- N/A	Minimum Deposit Required
CONTRACT EMPLOYEES PLUS 15% FOR CITY OVERHEAD IN ADMINISTERING CONTRACTS AND REPORTING		\$1500.00
CITY STAFF BASE SALARY PLUS OVERHEAD OF 45% - EQUALS TOTAL HOURLY TO BE BILLED FOR SERVICE		Fee to be calculated by Staff as time is expended on the project application

WILLIAMSON ACT FEE SCHEDULE

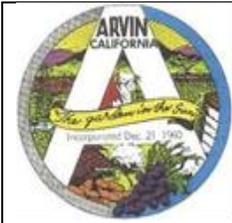
	Flat Fee- N/A	Minimum Deposit Required
	FLAT FEE	DEPOSIT
NOTICE OF NON – RENEWAL		\$1,000.00
CANCELLATION		\$3,500.00
EXCHANGE PROGRAM		\$2500.00

APPEAL FEE SCHEDULE

	Flat Fee	Minimum Deposit Required
APPEAL OF PLANNING DIRECTOR'S DECISION		\$500.00
APPEAL OF PLANNING COMMISSION DECISION		\$500.00

PARCEL MAP

	Flat Fee	Minimum Deposit Required
TENTATIVE MAP SUBMITTAL		\$2,000.00
TENTATIVE PARCEL MAP W/VARIANCE AND/OR EXCEPTION		\$3,400.00
TENTATIVE PARCEL MAP WAIVER		\$900.00
PARCEL MAP - FINAL		\$2,500.00
TENTATIVE PARCEL MAP REVISION		\$1,500.00
TENTATIVE MAP EXCEPTION TO STANDARDS		\$900.00
TIME EXTENSION – TENTATIVE PARCEL MAP		\$250.00
MONITORING FEE – COMPLIANCE WITH CONDITIONS		\$500.00
IMPROVEMENT AGREEMENT – PREPARATION		\$2,000.00



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TENTATIVE TRACT MAP

	Flat Fee	Minimum Deposit Required
TENTATIVE MAP SUBMITTAL		\$5,500.00
TENTATIVE MAP EXCEPTION TO STANDARDS		\$900.00
MODIFICATIONS OR REVISIONS OF MAPS		\$2000.00
TRACT MAP FINAL		\$2,500.00
TENTATIVE MAP REVISION		\$1,500.00
TENTATIVE MAP TIME EXTENSION		\$1,000.00
MONITORING FEE – COMPLIANCE WITH CONDITIONS		\$3,000.00
SUBDIVISION IMPROVEMENT AGREEMENT – PREPARATION		\$2,000.00

OTHER MAP APPLICATIONS

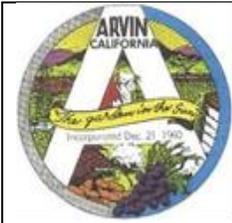
	Flat Fee	Minimum Deposit Required
REVERSION TO ACREAGE		\$2,500.00
RECORD OF SURVEY		\$1000.00
REVIEW OF IMPROVEMENT PLANS FOR ALL MAPS (PARCEL AND TRACT)		\$1,500.00
CERTIFICATE OF COMPLIANCE – SUBDIVISION MAP ACT		\$1,500.00
LOT LINE ADJUSTMENT		\$1,500.00
BASE MAP MAINTENANCE FEE WHEN TENTATIVE MAP IS APPROVED	\$500.00	
UTILITY MAP MAINTENANCE FEE WHEN IMPROVEMENTS ARE COMPLETED.	\$500.00	

DEVELOPMENT AGREEMENT FEE SCHEDULE

	Flat Fee	Minimum Deposit Required
INITIAL APPLICATION		\$5,000.00
ANNUAL REVIEW		\$3,000.00
Amendment to Development Agreement		\$3,000.00

STREET AND ADDRESSING – SUBDIVISION NAME FEE SCHEDULE

	Flat Fee	Minimum Deposit Required
STREET NAME ASSIGNMENT AND ADDRESS Assignment – EACH STREET	\$360.00	
CHANGE OF ADDRESS	\$240.00	
CHANGE OF SUBDIVISION NAME AFTER FILES ARE ESTABLISHED	\$500.00	



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RECODING FEES

	Flat Fee	Minimum Deposit Required
RECORDING DOCUMENTS WHERE REQUIRED OR REQUESTED - FULL COST PLUS 15% PLUS CITY STAFF TIME PLUS 45%		Actual Cost plus %Overhead Administration Fee

SIGN REVIEW AND PERMIT FEE SCHEDULE

	Flat Fee	Minimum Deposit Required
SIGN REVIEW – SINGLE SIGN FOR COMPLIANCE WITH CODE BY STAFF	\$200.00	
MASTER SIGN REVIEW – SINGLE SIGN FOR COMPLIANCE WITH CODE BY STAFF	\$750.00	
RESUBMITTAL IF DISAPPROVED	½ of Fee	
SIGN REVIEW BY PLANNING COMMISSION		\$500.00

LIMITED TERM PERMIT (Includes Temporary Trailer Permits) FEE SCHEDULE

	Flat Fee	Minimum Deposit Required
TEMPORARY PERMIT – LIMITED TERM BY STAFF CONSTRUCTION TRAILERS, ETC	\$100.00	
TEMPORARY PERMIT – LIMITED TERM BY PLANNING COMMISSION		\$500.00

ADMINISTRATIVE PERMIT – SITE DEVELOPMENT PERMIT FEE SCHEDULE

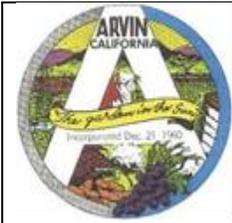
	Flat Fee	Minimum Deposit Required
ADMINISTRATIVE PERMIT – SINGLE FAMILY, ACCESSORY STRUCTURES BY STAFF PLUS ADDITIONAL FEE FOR EACH REVIEW IF NOT APPROVED FIRST REVIEW	\$150.00 1 st Review \$50.00 for each review after 1 st review	
ADMINISTRATIVE PERMIT – COMMERCIAL – INDUSTRIAL BY STAFF	\$500.00 1 st Review \$250.00 for each review after 1 st review	
SITE DEVELOPMENT PERMIT APPLICATIONS BY STAFF		\$1500.00
SITE DEVELOPMENT PERMIT APPLICATIONS BY PLANNING COMMISSION AND/OR CITY COUNCIL		\$2,500.00

DETERMINATION-INTERPERTATIONS-RESEARCH FEE SCHEDULE

	Flat Fee	Minimum Deposit Required
BY STAFF	\$350.00	
BY PLANNING COMMISSION		\$500.00
BY CITY COUNCIL		\$500.00

CONTINUED PUBLIC HEARINGS FEE SCHEDULE

	Flat Fee	Minimum Deposit Required
REQUESTED BY APPLICANT OR OTHER INTERESTED PARTY		\$500.00
REQUESTED BY STAFF/PLANNING COMMISSION/ OR CITY COUNCIL	0	0



CITY OF ARVIN

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PREAPPLICATION REVIEW FEE SCHEDULE

	Flat Fee	Minimum Deposit Required
REQUESTED BY APPLICANT		1500.00
REQUESTED BY STAFF, PLANNING COMMISSION, CITY COUNCIL	0	1500.00

SPECIAL PERMITS FEE SCHEDULE

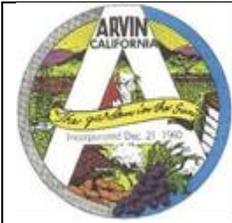
	Flat Fee	Minimum Deposit Required
FLOOD DEVELOPMENT PERMIT		\$750.00
MINERAL RESOURCE EXTRACTION FEE AND OIL OR GAS PRODUCTION – CONDITIONAL USE PERMITS		\$5,000.00

ABANDONMENT OF RIGHT OF WAY AND EASEMENTS FEE SCHEDULE

	Flat Fee	Minimum Deposit Required
ABANDONMENT OF ROAD RIGHT OF WAY OR PUBLIC UTILITY EASEMENT		\$2,500.00

MISCELLANEOUS – CONTRACT EMPLOYEES (ENGINEERING, BUILDING, CITY ATTORNEY, CITY PLANNER) AND CITY STAFF

	Flat Fee	Minimum Deposit Required
Miscellaneous – Contract Employees (Engineering, Building, City Attorney, City Planner) and City Staff		
1. Special Requests -Includes miscellaneous plan reviews, inspections, report preparation, investigation/research, and miscellaneous tasks not covered by other fees. Hour rates are based upon Contract salary plus 15% and City Staff base salary plus 45% with a one hour minimum charge.		\$500.00
a. Contract Engineering Service, Building Official, City Attorney, City Planner, and others	Contract salary plus 15%	\$500.00
b. City Staff	City Staff base salary plus 45%	\$500.00
c. Technology Fee	Pass through plus 15%	\$500.00
Special Requests Requiring Overtime - When an applicant requests staff to work overtime or outside of regular business hours, and staff is available to accommodate the request, the applicant will be charged 1.5 times the normal hourly rate.		\$500.00



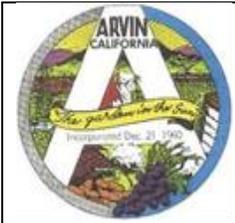
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ZONING AND CURRENT PLANNING FEE SCHEDULE

	Flat Fee	Minimum Deposit Required
ZONING CLEARANCE FOR BUSINESS LICENSES, BUILDING PERMIT, OR OTHER NOTE: ZONING CLEARANCE IS REQUIRED PRIOR TO ISSUANCE OF OTHER ENTITLEMENTS.	\$75.00 1 st Review \$40.00 for each review after 1 st review	
ZONE CHANGE AMENDMENT		\$5,000.00
ZONING CODE TEXT AMENDMENT		\$4,500.00
Research - Zoning	\$250.00	
Public Hearing Notice: Display Ad/Regular Ad	\$450.00/\$250.00	
Mailing List:	\$75.00	
TIME EXTENSIONS: TENTATIVE MAPS; SDEVELOPMENT PLAN; CONDITIONAL USE PERMIT		\$1,500.00
VARIANCE REQUEST -ZONING ORDINANCE/SUBDIVISION REQUIREMENTS		\$1,500.00
HOME OCCUPATION PERMITS- STAFF ACTION	\$150.00	
HOME OCCUPATION PERMITS- ADMINISTRATIVE PERMIT STAFF ACTION	\$300.00 1 st Review \$150.00 for each review after 1 st review	
HOME OCCUPATION PERMITS -PLANNING COMMISSION ACTION		\$500.00
GENERAL PLAN AMENDMENT; MASTER PLAN; SPECIFIC PLANS; DEVELOPMENT PLANS		\$5,000.00
MASTER PLANS; SPECIFIC PLANS; DEVELOPMENT PLANS REVISIONS		\$2,500.00
CONDITIONAL USE PERMIT		\$3,000.00
TEMPORARY MOBILE HOME PERMIT		
APPLICATION	\$250.00	
PERMIT RENEWAL	\$100.00	
MONITORING PROGRAM FOR APPLICATIONS WHERE CONDITIONS, FOLLOW UP REVIEW, MITIGATION MEASURES, ETC. ARE PLACED ON PROJECT APPROVALS.		\$1,500.00

LANDSCAPE PLAN or WALL DESIGN - MISC REVIEW FEE SCHEDULE

	Flat Fee	Minimum Deposit Required
REVIEW OF LANDSCAPE PLANS		\$500.00
WALL DESIGN REVIEW		\$500.00
MISC. REVIEW FEE		\$250.00



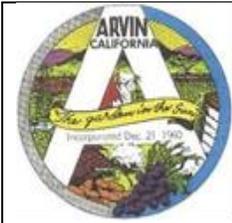
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CELLULAR TOWERS/ANTENNAS		
	Flat Fee	Minimum Deposit Required
ADMINISTRATIVE APPROVAL		\$ 1,000
SEE SITE DEVELOPMENT PERMIT		SEE SITE DEVELOPMENT PERMIT
CONDITIONAL USE PERMIT REQUIRED		\$ 1,750.00
LEASE AGREEMENT WITH CITY - note: applicant to pay full cost of processing an application		\$ 5,000.00 DEPOSIT

ANNEXATIONS – SPHERE OF INFLUENCE AMENDMENTS - GENERAL PLAN AMENDMENT—PREZONE- CANCELWILLIAMSON ACT CONTRACTS		
	Flat Fee	Minimum Deposit Required
ANNEXATION APPLICATION DEPOSIT WILL BE REQUIRED AND ALL ASSOCIATED APPLICATIONS SUCH AS BUT NOT LIMITED TO SOI AMENDMENTS, PRE-ZONING, GENERAL PLAN AMENDMENT, ENVIRONMENTAL STUDIES, AND SPECIAL STUDIES THAT MAY BE REQUIRED PLUS ALL OUTSIDE AGENCY FEES AND RECORDING DOCUMENTS SHALL BE FULL COST RECOVERY PLUS OVERHEAD COSTS PER CITY POLICY. UPON COMPLETION ALL ASSOCIATED FEES SUCH AS GP MAINTENANCE FEE, CODE MAINTENANCE FEE, ETC SHALL BE REQUIRED.		\$10,000.00
Annexations or Reorganizations requested by the applicant, the applicant must also pay the following: a] all election costs if one is necessary; b] LAFCO/State Board of Equalization filing fees; c] maps/legal descriptions that comply with LAFCO/State Board of Equalization Standards .		

DRAFT PLANNING FEES - DEPOSIT AND FIXED FEE PROGRAM

Attachment: (8a) - Arvin - Planning Fee - 2018 Update (Resolution Amending and Updating the Existing Citywide Master Fee Schedule)



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MAINTENANCE FEE – MAPS, CODES, GENERAL PLAN UPDATE
GENERAL PLAN MAINTENANCE FEE

	Flat Fee calculated per square foot of lot area	
1 Discretionary permits and all new building permit	\$0.022 per square foot of lot area	
2.. Administrative Permits and building permits for room additions, accessory structures, swimming pools, sign permits, encroachment permits, etc.	\$0.005 per square foot of lot area	

GENERAL PLAN MAINTENANCE- JUSTIFICATION

An alternative method of calculating the cost of a General Plan Update would be the utilization of parcel size to development. The 2012 General Plan Land Use Element Table LU-6 identifies that there is 3,077 acres +/- . Approximately, 670 acres are vacant and would indicate that other acreage is underutilized. If there are 900 acres that are either vacant and underutilized, and the anticipated cost for a general plan update of \$850,000.00 over a 10-year period. $\$850,000 \div 900 \text{ acres} = \945.00 per acre for the 10-year general plan update. In addition, existing developed parcels may create an intensification of use which contributes to the need to keep current with state and federal laws. Intensification of use may include a conditional use permit, new type of use not anticipated in the zoning code, change of use on a specific parcel which requires additional monitoring and/or compliance with general plan policies. Should this funding approach be utilized, the following would apply:

Land development – building permit, conditional use permit, etc.:
 $\$945.00$ per acre (43,560 square feet) or portion thereof would create a fee $\$0.022$ per square foot of land area for each building permit or discretionary permit issued. For administrative permits such as Administrative Permit Review for room additions, accessory structures, swimming pools, etc. which results in the issuance of a building permit a flat fee of $\$10.00$ for the General Plan update.

Example of fee for General Plan Update: New building permit: Single Family Residential unit on a 6,000-square foot lot would pay: $\$0.022$ per square foot of lot area or $\$132.00$.

For an industrial use requiring a new building permit or Conditional Use Permit an example would be a 20,000-square foot lot the fee would be calculated at $\$0.022$ per square foot or a total fee of $\$440.00$.

A Site Development Permit in which a recycling operation is proposed in the M-1 zone with a parcel size of 10,000 square foot would pay $\$0.022 \times 10,000 \text{ square feet} = \220.00 toward the General Plan Update

A Conditional Use Permit for a Cannabis operation on an agricultural zoned land of 50,000 square feet $\times \$0.022$ would be charged $\$880.00$ toward the General Plan Update.

Rezoning or General Plan Amendment of lands from one zone district to another would be charged $\$0.022$ per square foot for toward the 10-year general plan update. In this instance should a general plan amendment proposed; the applicant would be required to update all relevant elements of the general plan that are affected by the amendment plus the fee toward the 10-year update.

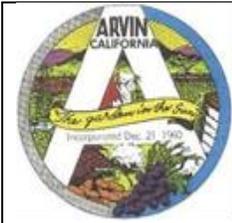
Recommendation:
 It is recommended that Administrative Permits for minor uses such as Home Occupation Permits, room additions, small accessory structures be charged a lesser fee of $\$0.005$ per square foot. In this example if a room addition is proposed to an existing single family dwelling of a parcel sized of 6,000 square foot the proposed fee would be: $\$0.005$ per square foot $\times 6,000 = \$30.00$ toward the General Plan update.

Recommended fee:

- $\$0.022$ per square foot of lot area for discretionary permits and all new building permit based upon the examples provided.
- $\$0.005$ flat fee for Administrative Permits and building permits for room additions, accessory structures, swimming pools, sign permits, encroachment permits, etc.

Revenue: Anticipated revenue is $\$50,000.00$ to $\$85,000.00$ annually.

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MAP MAINTENANCE FEE- DEPOSITS PLUS OVERHEAD

	Flat Fee	
1. Parcel and Tract Maps, Rezone, Amend General Plan Land Use Policy Diagram (Map)	\$500.00-	
2. Misc. Maps and Activities causing modification to Lot Line, Addressing, Street Naming , Adjustments/Mergers, Addressing..	\$300.00	
3. Utility Maps Due upon approval – sewer, drainage, etc.	\$500.00	

MAP MAINTENANCE -JUSTIFICATION

Building activities cause need revisions to the City’s maps. Maps utilized by the City in reviewing and processing development applications include the General Plan Land Use Policy Map, Zoning Map, Addressing Map, Flood Map, Utility Map, Circulation Map, and misc. other maps. The City does not have the in-house capability to maintain and to update its mapping information when new development applications are approved. New subdivision, Lot Line Adjustment/Mergers are a few of the activities that create the need to update the City’s maps. Other activities include addressing, street name, abandonment of right of way, and encroachment permits resulting in changes of access to city right of way.

The City of Arvin per Government Code Section 66014 authorizes the City to recover its costs for providing this service. This surcharge would only apply to projects which are approved and the base map maintenance fee would be collected upon implementing the project, such as recording the document, assigning street names, addressing, approval of a zone changes, general plan amendment to the Land Use Policy Map, construction of the improvements, etc.

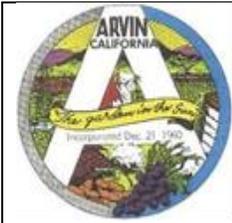
Staff is working with Kern Council of Governments in establishing an on-going support agreement for the maintenance and update of the City’s maps. It is anticipated that the City’s maps would be updated quarterly by Kern COG’s GIS team.

Staff estimates that the quarterly map update would cost approximately \$2500.00. Since the cost for such service is not fully known now, Staff is proposing a flat fee as follows:

- Parcel and Tract Maps, and Misc. Maps \$500.00;
- Rezone, Amend General Plan Land Use Policy Diagram (Map), \$500.00
- Misc. Maps and Activities causing modification to Maps; Lot Line Adjustments, Mergers, etc.: \$300.00

Recommended Flat Fee:

1. \$500.00- Parcel and Tract Maps,
2. \$500.00 - Rezone, Amend General Plan Land Use Policy Diagram (Map)
3. \$300.00 - Misc. Maps and Activities causing modification to Lot Line Adjustments/Mergers, Addressing, Street Naming, etc:
4. \$500.00 Utility Maps



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CODE MAINTENANCE FEE

	Flat Fee	
1. Planning Applications Discretionary,	\$100.00	
2. Administrative Permits	\$25.00	
3. Building Permits, and	\$25.00	
4. Engineering Permits.	\$25.00	

(Fees will be collected one time where services are applied to one application. Example would be an Administrative Permit review which results in the issuance of a building permit – only one fee will be collected).

ZONING, BUILDING, AND ENGINEERING CODE MAINTENANCE - JUSTIFICATION

New and changing regulations require the City of Arvin to update its zoning, building, and engineering codes to reflect the most current state and federal regulations. Most recent changes in state law caused the city's ordinances to be updated to respond to the states Cannabis legislation which became effective January 1, 2018. In 2017, the City amended its local ordinances to accommodate Home Occupation Permit process. The Housing Element Update for 2018 has created a work program that will require the Zoning Code to updated reflecting the changes in State definitions for housing opportunities within the community. In 2016, the City updated the Building Codes to reflect the 2016 Uniform Building Code changes. New regulations relating to the utilization of public right of way for cellular systems has created the need to update the uses permitted in the public right of way.

All code amendments require public hearings before the Planning Commission and/or City Council. Public hearing notices are required, staff research and reports are prepared, City Attorney is required to review new ordinances prior to presentation to the Planning Commission and City Council hearings. City Clerk advertises and maintains files for public review. The final steps in the process is the codification of the new ordinances in the Municipal Code and incorporating the ordinances in the City's electronic file systems for the City's web page.

Each code amendment is estimated to cost the city \$4,250.00 up to \$7,500.00. If a code amendment is more complicated, which may require more research or public outreach, the cost estimate would be much higher. In 2017 there was 4 code amendments and it is anticipated that 2018 will have up to 10 or more code amendments responding to changes in state law and updating existing codes to reflect current trends and work programs.

General Process and Cost Estimates for a Code Amendment:

1. New state law – Staff Research and Understanding of the Requirements: 5.0 hours
2. Preparation of Staff Reports: 8-10 hours
3. Preparation of Public Hearing Notices and Scheduling: 3 Hours
4. Preparation of Planning Commission/City Council Agendas: 6 hours
5. Attendance at Planning Commission/City Council Hearing: 1.5 to 3.0 hours each
6. Planning Commission/City Council City Clerk follow-up: 1.5 to 3.0 hours each
7. Prepare for Ordinance to be codified: 2.0 hours
8. Prepare Ordinance to be placed on the City's Web Page: 2.0 hours

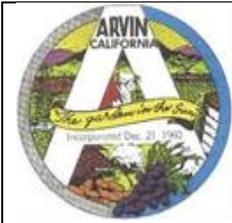
Estimated Total Hours for a Code Amendment: a minimum of 34 up to 60 hours of Staff Time – Est Hourly cost \$125.00 (weighted for all staff) – \$4,250.00 up \$7,500.00

Assuming 10 Code amendments per year - \$42,500.00 to \$75,000.00 per year.

It is estimated that 20 to 30 Planning Applications, 80 to 120 building permits, and 20 to 40 engineering permits are issued annually. Based on the estimates a minimum fee for each permit would range from \$326.00 up to \$576.00 for the low estimate and from \$223.00 to \$341.00

Proposed fee for each Planning, Building, and Engineering Permit Issued: Staff is recommending \$100.00 for Planning Applications Discretionary, \$25.00 for Administrative Permits, \$25.00 for Building Permits, and \$25.00 for Engineering Permits. (Fees will be collected one time where services are applied to one application. Example would be an Administrative Permit review which results in the issuance of a building permit).

(Note: As the progresses and a fee update is presented to the City Council, the proposed fees may be adjusted in response to the number of code amendments and the number of permits issued)



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FILE MAINTENANCE FEE

1. Community Development Department – Planning Applications:	\$20.00
2. Building Permit Applications; Residential:	\$ 4.50
3. Building Permit Applications; Multi-Family Commercial, Industrial:	\$12.00
4. City Clerk files:	\$20.00
5. Engineering Applications:	
a. for encroachment permits and other minor application	a. \$15.00
b. for all other applications	b. \$100.00

(Engineering applications range from an encroachment permit for a drive way to tentative tract maps which include utility planning, drainage, subdivision improvement agreements, etc.)

NOTE: Said fees are to be collected at application submittal.

FILE MAINTENANCE FFE SCHEDULE - JUSTIFICATION

Fees which defrays the cost of administration and maintenance of development applications

The City of Arvin Community Development Department, Planning Division receives approximately 20 to 30 applications per year, the Building Division receives approximately 80 to 120 permits per calendar year. The City Clerk is required to maintain minutes, resolutions, and ordinances for an indefinite period. The proposed imaging fees will off-set those costs and will save the city future expenditure of general fund monies for maintenance of these files. The current space for storage of older files is limited and with the modern technology of imaging, these case files may be copied on a CD Rom stored in the CLOUD for easy access, retrieval, and use.

The estimated cost for imaging and preparation of a normal Planning Division file is estimated at \$50.00 per file and preparation and imaging of a Building Permit file is \$4.50 for residential. Staff estimates that the imaging costs for a multi-family development and commercial/industrial permit file would be \$12.00. It is also estimated that the file preparation and product review by staff is approximately one (1) hour per file. This preparation includes organizing the file, preparing the index for the file, coordination for scanning, and review of the file once the imaging is completed. Estimated costs for hardware is approximately \$3,500.00 (Computers and Laptops and Scanning Equipment) and the estimated cost for software and training is continuous for existing Staff and inexperienced staff is approximately \$1,500.00. The City Clerk files are estimated to be \$20.00 per file.

The City Engineer file maintenance is more complex in that applications range from a simple encroachment permit for a driveway to a large subdivision which includes utility plans, drainage plans, landscape and lighting districts, other assessment districts. In these cases, a deposit will be required to off-set the city's cost for maintaining these types of files.

The establishment of fees to be collected for individual development applications and will off-set the administrative and maintenance costs have associated with file maintenance. The fees will also, over time, off-set the costs of hardware purchase, software costs, and training.

The cost of administration and managing various case files will increase over time and to address this inflation cost the City of Arvin incorporates an automatic cost increase based upon actual costs for the imaging and maintenance costs,

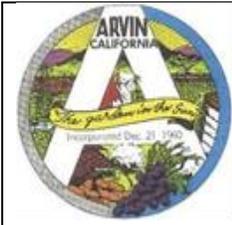
Government Code, Section 66000 authorizes the City of Arvin to establish fees to defray the cost of development projects and the City Council requires all development to pay their fair share in the review, processing, and maintenance of development proposals.

ESTIMATED FEES FOR IMAGING AND MAINTENANCE OF FILES,

Community Development Department Application:	\$20.00
Building Permit Applications; Residential:	\$ 4.50
Building Permit Applications; Multi-Family, Commercial, Industrial:	\$12.00
City Clerk files:	\$20.00
Engineering Applications:	\$15.00 to \$100.00+ Deposit)

(Engineering applications range from an encroachment permit for a drive way to tentative tract maps which include utility planning, drainage, subdivision improvement agreements, etc.) NOTE: Said fees are to be collected at application submittal by the Community Development Department, Planning Division, and City Engineering. The City has incorporated an inflationary factor based upon actual cost estimates for the preparation, imaging, and administration of project files.

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FEES NOT MENTIONED ELSEWHERE

FEES NOT MENTIONED ELSEWHERE

1. To be charged on an hourly basis (Hourly Wage of case handler(s), plus 45% to cover benefits for City Employee and Consultant Services plus 15% overhead to administer consultant services.).

* The applicant is hereby notified that the project is a time and material project and that the total processing cost will be invoiced. For projects which are more complex, controversial, or involve other issues which will result in a significant larger amount of work than the typical project the director may require a larger deposit than those listed. Other City departments may bill against a time and material project when authorized by the City Council or the Planning Director. A time and material project applicant must, at the time of filing, pay a minimum deposit which represents the minimum amount which will be required for processing that particular application(s), except for EIR's where any unused portion of the deposited amount shall be fully refundable, unless a credit account is approved by the director. Thereafter, the applicant will receive, monthly, a statement of the time and material charges made and the balance of the deposit. If the balance on deposit falls below the anticipated expenditures within the next 60 days, the applicant will be required to deposit additional funds as determined by the director. If the applicant fails to deposit the additional funds in a timely manner, work will cease on the project. When a decision is made on the project, the deposit balance will be closed out and a refund issued for any deposit in excess of the final bill. Any interest accrued on the deposit is part of the fee and will not be refunded or credited to the applicant. No applications shall be processed for any applicant if that applicant has a delinquent account until such time as the delinquent account is paid in full

In lieu of the above minimum deposit the director may allow the applicant to establish a credit account and be billed on a monthly basis. Credit accounts may be approved by the director where the applicant has an established good credit history and/or payment history. A credit check will be done if the applicant desires to participate in the credit account and billing program. For projects which involve the City hiring consultants, the applicant will be required to deposit funds sufficient to cover consultant charges even if they are approved for a credit account. In order to be allowed to participate in the billing program the applicant will pay all invoices within 30 days of the billing date.

Failure to make full payment within the above time will cancel the applicant's ability to utilize this program and no further work will occur on the applicant's project(s) until a full deposit is made with the director.

The director may accept the minimum deposit as payment in whole on minor changes, otherwise the applicant will be informed that this is a time and material project in accordance with note "*" above.



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NOTES AND ADDITIONAL REQUIREMENTS:

Indemnification; and Cost Recovery Agreement

Concurrent with the submittal of an application, the project applicant, authorized representative, shall pay deposit amounts (when specified) **and enter into an agreement to fully reimburse the City for processing costs.** The City shall not be required to perform any work on the application prior to receipt of the deposit and execution of the agreement. The agreement shall also include a provision for amendments to the agreement and scope of work to cover work that was unforeseen or substantially exceeded time and materials estimates. Within in the agreement, the applicant, authorized representative, **shall indemnify the city and contractors for work performed on behalf of the applicant.**

Additional Notes and Requirements:

- 1] Deposits shall be utilized to pay for staff time, hard costs, consultant services, city attorney, contract engineer associated with the application requiring the deposit. The unused portion of the deposit shall be returned to the applicant after the process is completed. Should the deposit balance drop below 15% of the deposit or where a small deposit is required \$100.00, the applicant shall deposit additional monies as determined by the Finance Director, City Engineer, Building Official, Community Development Director, or City Manager.
- 2] Applicant must also pay Contract Employees fees on an **“at cost plus 15%”** basis.
- 3] Applicant shall be required to pay a “file maintenance fee” (Planning Department, City Clerk Files, Building and Engineering)
- 4] Applicant shall pay General Map Maintenance Fee
- 5] Applicant shall pay Zoning Map Maintenance Fee
- 6] Applicant shall pay Base Map Maintenance Fee
- 7] Applicant shall pay Utility Map Maintenance Fee
- 8] Applicant shall pay Ordinance Update and Maintenance Fee (Building, Planning and Engineering)
- 9] Fish and Game Fees are required by the State of California. Kern County Clerk requires an additional administrative fee for receiving documents.
- 10] The City of Arvin is required to collect the following filing fees for the Kern County Clerk on behalf of the California Department of Fish and Game, pursuant to Assembly Bill 3158 as applicable for your project. A fee will be required upon environmental determination by the City of Arvin Community Development Department – Planning Division.
- 11] Your project will not be scheduled for hearing before the Planning Commission and/or City Council until the applicable fee has been submitted to the City of Arvin Community Development Department.
- 12] Reproduction fees shall be as established by the City Clerk’s Fee Schedule.

RESOLUTION No. 2011-08

A RESOLUTION OF THE CITY COUNCIL OF
THE CITY OF ARVIN ESTABLISHING
A SCHEDULE OF FEES AND CHARGES
FOR CITY SERVICES

WHEREAS, the City of Arvin has conducted an extensive and exhaustive analysis of its services, the costs reasonably borne of providing those services, the beneficiaries of those services, and the revenues produced by those paying fees and charges for special services; and

WHEREAS, the City wishes to comply with both the letter and the spirit of Article XIII B of the California Constitution and limit the growth of taxes; and

WHEREAS, the City desires to establish a policy of recovering the full costs reasonably borne of providing special services of a voluntary and limited nature, such that general taxes are not diverted from general services of a broad nature and thereby utilized to subsidize unfairly and inequitably such special services; and

WHEREAS, heretofore the City Council has adopted Ordinance #240 on February 25, 1991, Establishing its *policy* as to the recovery of costs and more particularly the percentage of costs Reasonably borne to be recovered from users of the City services and directing staff as to the methodology for implementing said Ordinance; and

WHEREAS, pursuant to Government Code Section 66018 the specific fees to be charged for services must be adopted by the City Council by Resolution, after providing notice and holding a public hearing; and

WHEREAS, notice of public hearing has been provided per Government Code Section 6062a, oral and written presentations made and received, and the required public hearing held; and

WHEREAS, a schedule of fees and charges to be paid by those requesting such special services need be adopted so that the City might carry into effect its policies; and

WHEREAS, the City has developed a revised schedule of fees and charges as proposed in Exhibits "A through E" based on the fees adopted by the County of Kern including the justifications for the fees so adopted, the building valuation tables from the California Codes, and incorporate herein by reference the justification for the fees so adopted by Kern County; and

WHEREAS, pursuant to California Government Code Section 6062a a general explanation of the hereinafter contained schedule of fees and charges has been published as required; and

WHEREAS, all requirements of California Government Code Section 66018 are hereby found to have been complied with;

NOW THEREFORE, THE CITY COUNCIL OF THE CITY OF ARVIN, CALIFORNIA DOES HEREBY RESOLVE, DECLARE, DETERMINE AND ORDERAS FOIOWS:

Section 1. Fee schedule adoption. The following schedule of fees and charges are hereby directed to be computed by and applied by the City Building and Planning Departments, and to be collected by the City

Finance Department for the herein listed special services when provided by the City or its designated contractors.

Section 2. Separate fee for each process. All fees set by this resolution are for each identified process; additional fees shall be required for each additional process or service that is requested or required. Where fees are indicated on a per unit measurement basis the fee is for each identified unit or portion thereof within the indicated ranges of such units.

A. Added Fees and Refunds. Where additional fees need to be charged and collected for completed staff work, or where a refund of excess deposited monies is due, and where charge or refund is ten dollars (\$10.00) or less, a charge or refund need not be made.

B. Defining and Timing of Fee Schedule. Definitions regarding and the timing of the Implementation of the hereinafter enumerated fee schedules shall be as stipulated in Ordinance #240.

Section 3. Fee Schedule. The following fees shall be charged and connected for the following enumerated services: See Exhibits "A through E" attached.

Section 4. Interpretations. This resolution may be interpreted by the City Planning & Building Department head in consultation with the City Manager and, should there be a conflict between two fees, then the lower dollar amount of the two shall be applied.

A. It is the intention of the City Council to review the fees and charges as determined and set out herein based on the City's next annual budget, and all the City's costs reasonably borne as established at that time and, as and if warranted, to revise such fees and charges based thereon.

Section 5. Constitutionality. If any portion of this resolution is declared invalid or unconstitutional then it is the intention of the City Council to have passed the entire resolution and all its component parts, and all other sections of the resolution shall remain in full force and effect.

Section 6. Repealed. Any resolutions and other actions of the City Council in conflict with the contents of this resolution are hereby repealed.

Section 7. Effective date. This resolution shall go into full force and effect immediately, but shall be subject to the terms and conditions of Ordinance #240.

Section 8. Annual Increase or Decrease. The fees shall be adjusted annually based on the Los Angeles-Riverside-Orange County Consumer Price Index (CPI-U).

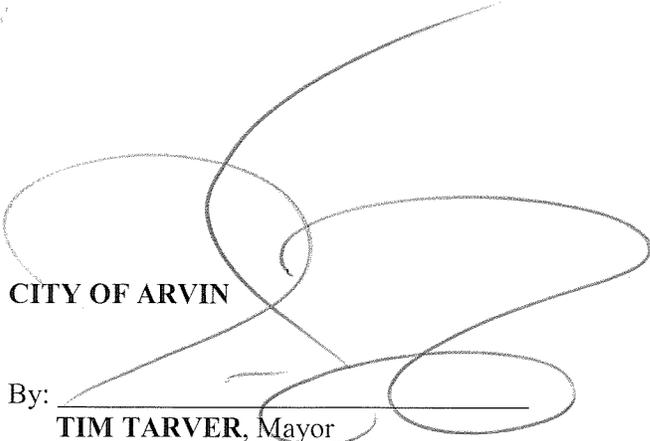
I HEREBY CERTIFY that the foregoing Resolution was passed and adopted by the Arvin City Council at a regular meeting thereof held on the 15th Day of February 2011, by the following roll call vote:

AYES: CM Guzman, CM Pichardo, CM Ojeda, MPT Flores, Mayor Tarver

NOES: _____

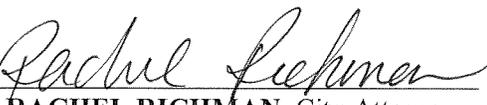
ABSTAIN: _____

ABSENT: _____


CITY OF ARVIN
By: _____
TIM TARVER, Mayor

ATTEST:

Vanessa Mayorga, Acting City Clerk

APPROVED AS TO FORM
By: 
RACHEL RICHMAN, City Attorney

Attachment: 2011-08 Reso Establishing Bidg, Planning, and Engineering Fees (Resolution Amending and Updating the Existing Citywide

EXHIBIT "A"

BUILDING, ENGINEERING AND PLANNING SERVICES FEE
SCHEDULE

A. PAYMENT OF FEES

1. Fees shall be paid in advance or at the time the fee is capable of calculation. Additionally charged fees shall be paid prior to the commencement of the additional work for which a fee is assessed, prior to the issuance of a permit, or prior to approval of projects where a time and materials charge has been determined and additional fees have been calculated. The Building Official may require an advance deposit of the estimated cost of time and material work. Re-inspection fees shall be paid prior to the next succeeding called inspection.

2. Exceptions:

- a. The monthly building permit summary shall be furnished to governmental agencies, research agencies and news or public information media without charge.
- b. The Building Official may refund unexpired subscription fee upon request, for cancellation of the monthly permit summary service.
- c. The Building Official may waive payment of additionally charged fees if he determines that the delay or defect which necessitated the special fees was occasioned without fault or, neglect of the permittee.

B. PERMIT ISSUANCE FEE

1. For each building, relocation, demolition, plumbing, mechanical, electrical, electrical maintenance, grading, special/miscellaneous or mobile home site preparation permit application, there shall be a permit issuance fee. Permits may be combined on any project and one issuance fee charged.

Permit Issuance Fee, each permit issued **\$23.00**

2. Exceptions:

For mobile home set-up permits and mobile home accessory structures see Section "L".

C. PERMIT EXTENSION OF TIME

Annual extension of time of Building permits.

Annual Time extension **\$50.00**

D. FEE REFUND POLICY

1. Clerical errors on the part of the City, resulting in overpayment will be refunded in full for fees paid that exceed the true and correct fee.

2. Project termination by written request of the applicant prior to any plan checking or other work being done by the Department. Refunds of fees paid, including plan check fees, but less the issuance, the processing and strong motion instrumentation fees.

Processing Fee	\$23.00
Strong Motion Instrumentation Fee**	Variable

3. Project termination by written request* of the applicant any time after plan check by the Department has started, but prior to the start of construction. Refunds of fees paid, less all plan check fees and less the issuance, the processing and strong motion instrumentation fees.

Processing Fee	\$23.00
Strong Motion Instrumentation Fee**	Variable

* Written requests stating the reason for termination must be made within the time limitations for plan checking or start of construction or approved extensions thereof granted by the Department and established under the Code of Building Regulations. Requests made after expiration of the time limits will not be valid, and the fees will be retained by the City. If the permit has been issued to an applicant, the approved plans and job card must be returned to the Department for cancellation along with the letter of request.

** For the Strong Motion Instrumentation Fees see Section E, Administrative Fees.

E. ADMINISTRATIVE FEES

1. Duplicating documents, each sheet up to 8 1/2" by 14"	
First Copy	\$1.00
Each Additional Copy	\$0.15
2. Other Duplicating up to 11" by 17"	
First Copy	\$1.50
Each Additional Copy	\$0.30
3. Duplication of Blue Line Maps (each map)	
Up to 11" by 17"	\$2.00
Up to 19 1/2" by 25 1/2"	\$3.00
Larger than 19 1/2" by 25 1/2"	\$4.00
4. Service Charge – Map Duplication by Blueprint Firm	
Each Map	\$1.00
More than 20 Maps (Each)	\$.50
5. Color Copies (laser printer)	\$2.00
6. Plots	T&M (\$35.00 min)

7. Miscellaneous computer work	T&M (\$35.00 min)
8. Providing a monthly summary of building permits issued, including mailing.	
Each Monthly	\$12.00
Each Year	\$136.00
Each Monthly (Electronic Format)	\$6.00
Each Year (Electronic Format)	\$64.00
9. Producing complete project plans for reference or duplication by others.	
Each Search	\$12.00
10. Change of project location from one parcel to another, prior to the start of construction, or change of ownership.	
New or Moved Building within Jurisdiction	\$18.00
Moved Building to another Jurisdiction	\$34.00
11. Relocation Survey Fee	
a. Relocation Survey Fee for Occupancy Type R, including on accessory Type M.	
Relocation Survey Fee	\$57.00
b. Where a building is moved to and temporarily stored on an approved mover's lot, a re-survey shall be made prior to its relocation to a permanent site.	
Re-Survey Fee	\$34.00
12. Special Survey Fee for qualifications of work done without benefit of a permit: For garage conversions, room additions and patio or carport work.	\$34.00
13. Property Owner Request: Special Inspection/Investigation fee for inspection, investigation and research of any work done without benefit of required permits or any land use not in compliance with City Ordinances. This charge may also include file preparation, consulting and any applicable administrative costs. Also, applies to any special inspection/investigation at the request of the public.	
Actual Time and Material Cost	Variable
14. Expungement of Recorded Notice of Building Code or Zoning Ordinance Violations. This charge shall include all file preparation, investigation, consulting administrative, recordation, public hearing and any other costs associated with the processing and correction of the violation.	
Actual Time and Material Costs	Variable
15. Second and subsequent re-inspection necessitated by faulty or in complete work.	
Each Re-inspection	\$23.00
16. Demolition permit for establishing a record of demolition of structure (includes issuance fee and septic abandonment).	
Each Permit	\$34.00
17. Certificate of Occupancy fee for the survey of a structure to determine what changes must be made to qualify a building for desired type of occupancy (including garage	

conversion).
Each Permit **\$52.00**

18. Appeals to the Board of Building Code of Decision by the Building Official.
Each Appeal **\$155.00**

19. Appeals to the City Council by the Board of Building Appeals.
Each Appeal **\$361.00**

20. A Strong Motion Instrumentation Fee shall be charged on permits issued. The fee is in accordance with and required by California State Public Resources Code Section 2705.

a. Residential Occupancies, one to three stories in height, excluding hotels and motels;\$10.00 per each \$100,000 in valuation with appropriate fractions thereof (minimum fee is \$0.50).
Strong Motion Fee **\$10/\$100,000 Valuation**

b. All other Occupancies, \$21.00 per each \$100,000 in valuation with appropriate fractions thereof (minimum fee \$0.50).
Strong Motion Fee **\$21/\$100,000 Valuation**

21. Moved or damaged building permit fees shall be calculated based upon the percentage of damage or the percentage of cost to repair the building. The square footage method of fee calculation shall be used to determine the amount of the fee, in relation to the cost to construct a replacement building of similar use. The minimum percentage of damage shall be computed at 35% and the maximum at 60% of the computed valuation. A moved building shall be relocated under the same occupancy as is established under its current legal use. Proposed tenant improvements shall be valued and fees computed after the repairs to the building have been made.

22. Hourly flat rate charge for inspection/research services. Includes inspection for work which requires a permit but for which fees are not otherwise provided.
Each Hour or Portion Thereof **\$35.00**

F. GRADING PLAN CHECK AND PERMIT FEES

- 1. Grading Plan Check Fees
 - a. 50 cubic yards or less **\$ 8.00**
 - b. 5 to 10 cubic yards **\$16.00**
 - c. 101 to 1,000 cubic yards **\$24.00**
 - d. 1,001 to 10,000 cubic yards **\$32.00**

- e. 10,001 to 100,000 cubic yards
**\$32 for the first 10,000 cubic yards plus
\$16 each additional 10,000 cubic yards
or fraction thereof.**
- f. 100,001 to 200,000 cubic yards
**\$176 for the first 100,000 cubic yards, plus \$10
for each additional 10,000 cubic yards or
fraction thereof.**
- g. 200,001 cubic yards or more
**\$276 for the first 200,000 cubic yards, plus
\$5 for each additional 10,000 cubic yards
or fraction thereof.**

2. Grading Permit Fees

- a. Permit issuance fee, each permit issued **\$23.00**
- b. 50 cubic yards or less **\$16.00**
- c. 51 to 100 cubic yards **\$24.00**
- d. 101 to 1,000 cubic yards
**\$24 for the first 100 cubic yards plus
\$11.50 for each additional 100 cubic yards
or fraction thereof.**
- e. 1,001 to 10,000 cubic yards
**\$127.50 for the first 1,000 cubic yards plus
\$10 for each additional 1,000 cubic yards
or fraction thereof.**
- f. 10,001 to 100,000 cubic yards
**\$217.50 for the first 10,000 cubic yards plus
\$42 for each additional 10,000
cubic yards or fraction thereof.**
- g. 100,001 cubic yards or more
**\$595.50 for the first 100,000 cubic
yards
plus \$24 for each additional 10,000
cubic yards or fraction thereof.**

G. PLAN CHECK FEES

1. The total building permit fee, excluding the permit issuance fee, is composed of 1/3 plan check fee and 2/3 building inspection fee where the permit fee is determined by the percentage method of calculation.

2. Exceptions:

- a. The 1/3 plan check fee shall be deleted when no plan is required. The total

building permit fee, excluding the permit issuance fee, shall be 2/3 of the 'permit fee determined by the percentage method of calculation.

b. The plan check fee shall be reduced by 50%, or be equal to 1/6 of the building permit fee for an "R-1", "R-3", or "M-1" occupancy plan which is identical to a plan on which a permit has been issued within the previous six months. The total building permit fee, excluding the permit issuance fee, shall be 5/6 of the permit fee determined by the percentage method of calculation.

c. The plan check fee shall be reduced by 50%, or be equal to 1/6 of the building permit fee for an "R-3" occupancy with an attached "M-1" occupancy when the building permit is issued for a "Designer Certificate for Engineered over the Counter Plans." The total building permit fee, excluding the permit issuance fee, shall be 5/6 of the permit fee determined by the percentage method of calculation, plus a \$20.00 charge for micro-filming.

H. NEW CONSTRUCTION PERMIT FEE (PERCENTAGE METHOD OF CALCULATION)

1. New construction for which square footage based valuation is available shall have permit fees based on the table listed below. Such fees shall include the plan check, building, electrical, mechanical and plumbing fees.

<u>Total Valuation</u>	<u>Permit Fee</u>
\$1 to \$28,000	See Exhibit "D"
\$28,001 to \$500,000	1.9% of Valuation
\$500,001 to \$1,000,000	\$5,500 for the first \$500,000 of Valuation, plus \$0.80 for each \$100 of Valuation or fraction thereof, up to and including \$1,000,000.
\$1,000,001 or more	\$9,500 for the first \$1,000,000 of Valuation, plus \$0.50 for each \$100 of Valuation or fraction thereof.

2. Permit fees for factory built housing shall include permit issuance fees plus 50% of the amounts listed in (1) above.

3. Valuations:

In determining valuation for the purpose of computing building permit fees, costs per square foot for various types of structures, as published under the heading BUILDING VALUATION DATA in the current ICC Building Valuation Data form. For occupancies and/or types not included within the Building Valuations Data, the Building Official may determine valuations based on similar occupancies and/or types or other 1994 construction data.

Included in these valuations are the STANDARD REPAIR COSTS (Exhibit "C"), the STANDARD REMODEL FEES (Exhibit "D"), and the CONSTRUCTION VALUATION DATA FOR CONCRETE FOUNDATIONS, HEAVY ENGINEERED FOUNDATIONS AND CONCRETE BLOCK RETAINING WALLS (Exhibit "E").

4. Exceptions:

a. Valuations for agricultural pole buildings (engineered shade structures with dirt floors only and no work stations; pole footings are included, concrete flat work is exempted from calculation) are as follows:

- 1. 16 feet or less in height, per square foot **\$ 5.00**
- 2. Over 16 feet in height, per square foot **\$ 8.00**

I. ELECTRICAL PERMIT FEE SCHEDULE (ITEMIZED METHOD OF CALCULATION)

- 1. Permit issuance fee, each permit issued **\$23.00**
- 2. Services
 - a. 0 to 600 volts, each. **\$12.00**
 - b. Over 600 volts, each **\$29.00**

3. Alterations and Additions

a. Where no structural work is being done or where it is impractical to use the percentage method of calculation:

- 1. Receptacles and lighting fixtures each 10 or fraction thereof. **\$ 7.00**
- 2. Multi-outlet assemblies (plug-mold, light track, etc.) each 20 feet or fraction thereof: **\$ 7.00**

b. For equipment rated in horse power (HP), kilowatts (KW) or kilo-volt-amps (KVA), the fee for each motor, transformer and/or appliance shall be:

- 1. 0 to 5 **\$ 5.00**
- 2. 5.1 to 15 **\$ 6.00**
- 3. 15.1 to 100 **\$11.00**
- 4. 100.1 to 500 **\$20.00**
- 5. Over 500 **\$34.00**

Notes:

1. For equipment or appliances that have more than one motor, heater or combination of both, the sum of the combined ratings may be used to compute the fee.

2. These fees shall include all switches, circuit breakers, contactors, relays and other directly related control equipment.

4. Temporary Services	
a. Temporary or construction services including pole or pedestal	\$12.00
b. Additional supporting poles, each	\$ 4.00
5. Miscellaneous	
a. Area lighting standards (over six feet in height), up to and including ten on a site, each.	\$ 5.00
Over ten on a site, each	\$ 3.00
b. Temporary sale stands (Christmas tree lots, etc., including service)	\$18.00
6. Overhead Line Construction	
Poles and anchors, each	\$14.00
(In addition, all applicable fees shown. in this schedule shall apply)	
7. Illuminated Signs - Alteration of Any Existing Sign, each.	\$11.00
8. Electrical Maintenance Permits (EMP), annual fee per fiscal year.	
a. One to ten service drops*	\$155.00
b. 11 to 100 service drops	\$515.00
c. Over 100 service drops	\$1,030.00

* This is a generic term used to represent many types of new electrical installations and/or circuits run to equipment such as motors, transformers, light fixtures, equipment, receptacles, etc.

J. MECHANICAL PERMIT FEE SCHEDULE (ITEMIZED METHOD OF CALCULATION)

1. Permit issuance fee, each permit issued	\$23.00
2. For the installation or relocation of forced-air or gravity-type furnaces or burners, including ducts and vents attached to such appliances.	
a. 0 to 150,000 B.T.U.	\$14.00
b. 150,001 to 1,750,000 B.T.U.	\$18.00
c. Over 1,750,000 B.T.U.	\$37.00
3. For the installation or relocation of combination heating/air conditioning units, including ducts and vents attached to such appliances.	

a. 0 to 5 H.P.	\$27.00
b. Over 5 H.P.	\$37.00
4. For the installation, relocation or replacement of each suspended heater, wall heater, floor mounted unit heater or floor furnace (no ducts).	\$14.00
5. For the installation, relocation or replacement of each appliance vent installed and not included in an appliance permit.	\$ 8.00
6. For the repair of, alteration of, or addition to each heating appliance, refrigeration unit, comfort cooling unit, absorption unit, or each comfort heating, cooling, absorption, or evaporative cooling system, including installation of controls.	\$14.00
7. For the installation or relocation of boilers or compressors.	
a. 0 to 5 H.P.	\$18.00
b. Over 5 H.P.	\$31.00
8. For the installation or relocation of absorption system.	
a. 0 to 150,000 B.T.U.	\$18.00
b. Over 150,000 B.T.U.	\$31.00
9. For each air handling unit to and including 10,000 cubic feet per minute, including ducts attached thereto.	\$14.00
Note:	
This fee shall not apply to air a handling unit which is a portion of a factory assembled appliances, comfort cooling unit, evaporative cooler or absorption unit for which a permit is required elsewhere in the Code of Building Regulations.	
10. For each air handling unit over 10,000 cubic feet per minute.	\$18.00
11. For each evaporative cooler other than portable type.	\$11.00
12. For each ventilation fan connected to a single duct.	\$ 8.00
13. For each ventilation system which is not a portion of any heating or air conditioning system authorized by a permit.	\$11.00
14. For the, installation of each commercial hood which is served by mechanical exhaust, including the ducts for such hood.	\$34.00
15. For the installation or relocation of each free standing fireplace, including vent.	\$18.00

- | | |
|---|----------------|
| 16. For the installation or relocation of each commercial or industrial type incinerator. | \$45.00 |
| 17. For each appliance or piece of equipment not classified in other appliance categories, or for which no other fees is listed in this Resolution. | \$15.00 |

K. PLUMBING PERMIT FEE SCHEDULE (ITEMIZED METHOD OF CALCULATION)

- | | |
|---|----------------|
| 1. Permit issuance fee, each permit issued. | \$23.00 |
| 2. For each plumbing fixture or trap or set of fixtures on one trap (including water, drainage piping, and backflow protection therefore) | \$ 8.00 |
| 3. For each building, mobile home, commercial coach, or manufactured house sewer. | \$14.00 |
| 4. Rain water systems, each drain (inside building). | \$ 7.00 |
| 5. For each water heater and/or vent. | \$ 8.00 |
| 6. For first gas-piping system outlet. | \$ 8.00 |
| 7. For each additional gas piping system outlet, per outlet. | \$ 4.00 |
| 8. For each grease interceptor or industrial waste pre-treatment interceptor, including its trap, vent and, traffic slab. | \$31.00 |
| 9. For installation, alteration, or repair of water piping and/or water treating equipment, each fixture. | \$ 8.00 |
| 10. For repair or alteration of drainage or vent piping per fixture or unit. | \$ 8.00 |
| 11. For each vacuum breaker or backflow protective device. | \$ 8.00 |
| 12. For each water service. | \$ 7.00 |
| 13. For each outlet not serving a fixture, each outlet. | \$ 3.00 |
| 14. For each private sewage disposal system consisting of one septic tank and one seepage pit or drain line. | \$44.00 |
| 15. For each septic tank, seepage pit, cesspool, or drain line in excess of one. | \$14.00 |
| 16. For any change or repair to existing septic tank, seepage pit' or drain line. | \$27.00 |

- | | |
|--|----------------|
| 17. For the abandonment of septic systems. | \$12.00 |
| 18. For each gray water system. | \$40.00 |

L. MOBILEHOME FEES/RESIDENTIAL LOTS

- | | |
|---|-----------------|
| 1. Permit Issuance Fee, each permit issued. | \$25.00 |
| 2. Recordation Fees | |
| a. Each permanent foundation installation | \$ 8.00 |
| b. State of California Dept. of Housing & Comm. Dev. | |
| Single wide | \$11.00 |
| Double wide | \$22.00 |
| Triple wide . | \$33.00 |
| 3. Application Filing Fee Mobile home not installed on a Permanent Foundation. | \$11.00 |
| 4. Installation Permit Fee Mobile home not installed on a Permanent Foundation - New or used, required to be moved under a permit* | \$72.00 |
| 5. Site Preparation Fee – Mobile home not installed on a Permanent Foundation -- including all facilities; and LPG tank. ** | \$72.00 |
| 6. Application Filing Fee – Mobile home installed on a Permanent Foundation. | \$75.00 |
| 7. Installation and Site Preparation Permit Fee – Mobile home installed on a Permanent Foundation -- including, all site preparation, foundation systems, mobile home installation, and LPG tank. *and ** | \$169.00 |
| 8. Installation Permit Fee -- Existing Mobile home to be placed on a Permanent Foundation --All site facilities, including gas, water, electric and sewer, to be in place and preexisting.* and ** | \$85.00 |
| 9. Mobile home Accessory Structure Fees Construction or alteration permit fees for mobile home accessory buildings and structures that have a Standard Plan Approval from the Department of Housing and Community Development are as follows: | |
| a. Each Cabana or Ramada | \$31.00 |
| b. Each private garage. | \$18.00 |
| c. Each awning or carport. | \$11.00 |
| d. Each porch. | \$11.00 |

e. Each fence or windbreak over six feet in height.	\$11.00
10. Mobile home Earthquake Stabilization Systems - for Existing Manufactured Homes.	\$105.00

* A separate Flood Hazard Evaluation may also be required.

** A separate permit will be required for any grading required by the Code of Building Regulations.

M. SPECIAL MISCELLANEOUS PERMITS (INCLUDES PLAN CHECK FEE)

1. Permit an issuance fee, each permit issued.	\$23.00
2. Commercial Coach Installation.	\$146.00
3. Masonry Fireplaces.	\$67.00
4. Satellite Dish.	\$67.00
5. Signs:	
a. Wall mounted.	\$27.00
b. Monument greater than six above grade.	\$35.00
c. Single Pole	\$89.00
d. Double Pole	\$100.00
6. Solar Systems (Residential).	\$77.00
7. Spas (In ground):	
a. Standard Plans	\$56.00
b. Non-standard Plans.	\$67.00
8. Swimming Pools (in ground)	
a. Standard Plans	\$164.00
b. Non-standard Plans	\$197.00
c. Commercial	\$254.00
9. Foundation only Permits (minimum)	\$52.00

N. SURVEYMAP CHECKING FEES

- 1. Parcel Map Checking
Paid at time of first check **\$1400.00**

For unusual projects, upon mutual agreement between the director and applicant, a different fee structure may be used upon approval by the Board of Supervisors. The map checking fee covers the first three (3) map checks. Additional reviews as a result of failure to address map check comments or as a result of applicant-initiated changes, as determined by the director, will be subject to additional map check fees based on time and materials at a rate of \$105/hour.

OPTIONAL REVIEW BY CONSULTANT

Upon written request by applicant, the map may be sent to a consultant, retained by the city, for an expedited review. The consultant fees shall be paid by the applicant, in addition to the City's fee described above.

- 2. Revised Parcel Map Checking **T&M (\$200 mm)**
- 3. Electronic Submittal Surcharge **\$200.00**
Parcel Map Checking without an Electronic Submittal
(Applicable if an electronic submittal is not provided for a parcel map or a revised parcel map. Format of electronic submittal shall be approved by the Engineering and Survey Services Department and shall be provided with the tentative map and after plans are approved.)
- 4. Tract Map Final
Paid at time of first check **\$1,500.00**

For unusual projects, upon mutual agreement between the director and applicant, a different fee structure may be used upon approval by the Board of Supervisors. The map checking fee covers the first three (3) map checks. Additional reviews as a result of failure to address map check comments or as a result of applicant-initiated changes, as determined by the director, will be subject to additional map check fees based on time and materials at a rate of 105/hour.

OPTIONAL REVIEW BY CONSULTANT

Upon written request by applicant, the map may be sent to a consultant, retained by the city, for an expedited review. The consultant fees shall be paid by the applicant, in addition to the City's fee described above.

- 5. Revised Tract Map Checking **T&M (\$200 min)**
- 6. Electronic Submittal Surcharge **\$510.00**
Tract Map Checking without an Electronic Submittal (Applicable if an electronic submittal is not provided for a tract map or a revised tract map. Format of electronic submittal shall be approved by the Engineering and Survey Services Department and shall be provided with the tentative map and after plans are approved).

7. Record of Survey Maps - Examination Fee	\$100 (each map)
8. Parcel Map Waivers	\$580.00
Lot Line Adjustments	\$580.00
9. Zone Change	\$1,750.00

O. ENGINEERING - MAP CHECKING FEES

1. Tract/Parcel Maps- Time Extension of Improvement Agreement	\$200.00 (each)
a. Tentative Tract Map	\$2,300.00
b. Parcel Map Check	\$1,400.00
c. Parcel Map Waiver	\$580.00
2. Special Handling of Final Maps	
a. Completed Maps and all required documents submitted to the Department 15 or more working days before Board date.	No charge
b. Completed Maps and all required documents submitted to Department 11 to 14 working days before Board date.*	\$100.00
c. Completed Maps and all required documents submitted to Department 7 to 10 working days before Board date.*	\$250.00
d. Complete Maps and all required documents submitted to Department less than 7 working days before the Board date. Only items will be accepted if they will appear on a supplemental agenda, no non agenda items considered.*	\$800.00

* Maps will not be accepted which will delay an item which was submitted on time or if the department is unable to process final map before the supplemental agenda is prepared.

3. Request to Grade Prior to Recordation	\$170.00
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P. ENGINEERING - IMPROVEMENT PLAN REVIEW AND INSPECTION FEES

1. For tracts, parcel maps, precise developments, etc. Includes plan review and inspection of street, sewer, water, drainage, and landscape (except for private developments). Total Fee is based in the engineer's estimate using costs that are approved by the city for bonding purposes for all proposed work. The engineer's estimate shall be submitted with the first plan submittal, and shall be revised prior to approval if quantities differ significantly, as determined by the director.

TOTAL FEE
\$5,000 base plus
6% for the first \$1,000,000 plus

4% for the next \$3,000,000 plus
2% of amount over \$4,000,000

For unusual projects, upon mutual agreement between the director and applicant, a different fee structure may be used upon approval by the Board of Supervisors.

PLAN REVIEW FEE

Plan review portion is 1/3 of total fee, due at time of first submittal. The plan review fee covers the first three (3) plan reviews. Additional reviews as a result of failure to address plan review comments or as a result of applicant-initiated changes, as determined by the director, will be subject to additional plan review fees based on time and materials at a rate of \$105/hour.

INSPECTION FEE

Remaining 2/3 of total fee shall be submitted prior to issuance of a grading permit or the start of any construction related to the improvement plans. If two consecutive compaction tests fail at the same location, additional tests shall be subject to additional fees based on time and materials at a rate of \$105/hour.

For private developments, inspection fees may be based on the engineer's estimate of all improvements that will be maintained by the City or overlaid by a City Service Area.

OPTIONAL REVIEW BY CONSULTANT

Upon written request by applicant, the plans may be sent to a consultant, retained by the city, for an expedited review. The consultant fees shall be paid by the applicant, in addition to the City's fee described above.

2. Revisions to Improvement Plans after initial approval **\$105.00**

Q. ENGINEERING – DRAINAGE/FLOOD/GEOLOGIC FEES

- 1. Flood Hazard Study Review, paid at time of submittal of study. **T&M (\$1500 min)**
- 2. Flood Hazard Evaluation **\$850.00 (each)**
- 3. Flood Hazard Evaluation Update **\$70.00 (each)**
- 4. Variance to Flood Requirements. **\$300.00 (each)**
- 5. Certification of Elevation **T&M (\$550.00 min)**
- 6. Drainage Plan Review for Mobile Home Parks and other development projects excluding tracts or parcel maps. **T&M (\$500.00 min)**
- 7. Letter of Map Revision/Floodway Revision **T&M (\$900.00 min)**

8. Seismic Hazard Evaluation T&M (\$850.00 min)

R. ENGINEERING – SURFACE MINING

1. Surface Mine Inspection T&M (\$50.00 min)

2. Annual Mining Reclamation Assurance Review T&M (\$25.00 min)

S. COUNTY SERVICE AREA

1. LAFCO Processing Required \$2040.00

2. LAFCO Processing Not Required \$1530.00

T. MISCELLANEOUS

Special Requests

Includes miscellaneous plan reviews, inspections, report preparation, investigation/research, and miscellaneous tasks not covered by other fees. Hour rates are as follows, with a one hour minimum charge. *

Engineering Division	\$105.00/hr
Code Compliance Division	\$76.00/hr
Technology Fee (per permit issued)	\$5.00

Special Requests Requiring Overtime

When an applicant requests staff to work overtime or outside of regular business hours, and staff is available to accommodate the request, the applicant will be charged 1.5 times the normal hourly rate.*

* When special request will require extensive staff time, as determined by the Director, a deposit to cover the estimated cost to perform the service may be required in advance of performing the requested services.

EXHIBIT "A" Continued

PLANNING SERVICE FEE SCHEDULE**A. ZONING - Discretionary**

1. Adult Business Permit	\$600 min. (deposit)*
2. Annexation	\$3767
3. Appeal to Higher Authority-Planning Commission	\$420
Appeal to Higher Authority-Board/Council	\$420
4. Conditional Use Permit	\$1350 min. (deposit)*
5. Conditional Use Permit - Preliminary Review Fee	\$210
6. Determination of Legal Nonconforming Status	\$180
7. Determination of Similar Use	\$180
8. Downtown Revitalization Plan Review (as PD)	\$1200
9. Extension of Time – Director	\$120
10. Flood Hazard Evaluation	\$150 Min. (deposit)*
11. Legal, Nonconforming Use Intensification-Preliminary	\$205
Legal, Nonconforming Use Intensification-Base	\$990
12. Modification or Deletion of Conditions for Discretionary Permit	50% of original permit fee
13. Oil Gas CUP	\$1350 min. (deposit)*
14. Precise Development Plan	\$1250 + \$25/lot
15. Precise Development Plan-Preliminary Review	\$175
16. Reclamation Permit	\$2000 min. (deposit)*
17. Small Wind Energy System Permit-Preliminary	\$60
18. Small Wind Energy System Permit-Base	\$575
19. Substantial Conformity Review (Zoning)	\$80
20. Surface Mine Interim Management Plan Review	\$180
21. Surface Mining Permit	\$2000 min. (deposit)*
22. Preliminary Review of Surface Mining Permits & Reclamation Plants	\$480
23. Minor Plan Mod. To Approve Surface Mine & Reclamation Act Plans	\$180
24. Temporary Event Permit	\$270
25. Temporary Fruit Stand	\$270
26. Variance or Modification - Preliminary Review (when filed in conjunction with CUP, PD, or Tract)	\$35
27. Variance or Modification (when filed in Conjunction with CUP, PD or Tract)	\$250
28. Variance (Other) with hearing	\$300
29. Zone Change	\$1750 min. (deposit)*
30. Zone Change-Preliminary Review	\$75
31. Zone Modification	\$1050 min.(deposit)*
32. Zone Modification-Preliminary Review	\$60
33. Zone Variance - Preliminary Review	\$60

34. Zone Variance	\$1, 080 + \$25/lot
35. Determination of Public Convenience (ABC)	\$460
36. Waiver of Conditions	\$300

B. ZONING - MINISTERIAL/Plot Plan Reviews

1. Business License Review Fee-New	
Five (5) or less employees	\$50
Six (6) to twenty-four (24) employees	\$100
Twenty-five (25) or more employees	\$250
2. Business License Review Fee-Renewal	
Five (5) or less employees	\$50
Six (6) to twenty-four (24) employees	\$100
Twenty-five (25) or more employees	\$250
3. Condition Compliance Check - CUP/PO Plan/CL Plan/ SP Plan & Other Discretionary Permits Not Listed	\$105 min. (deposit)*
4. Condition Compliance Check - ZV/Zone Mod/Temp PD Plans/ Temp Event Permit/Temp Fruit Stands/Small Wind Energy System Permit/Cancellations/Street & Easement Vacations	\$35 min. (deposit)*
5. Density Bonus Permit	\$65
6. DMV Permit Review-New	\$70
7. DMV Permit Review-Renewal	\$15
8. Extension of time	\$575
9. Geologic Hazard	\$65
10. Home Occupation Permit	\$75
11. Landscaping	\$95
12. Large Family Day Care	CUP Fee
13. Minor Plan Modifications	\$90
14. Off-Street Parking	\$65
15. Off-Site Advertising Sign Permit Review	\$105
16. Oil/Gas Counter	\$75
17. Pipeline Review	\$105
18. Precise Development Plan Modification	\$250
19. Secondary Residential Unit Review	\$70
20. Sign Permit	\$85
21. Site Plan Review (Bldg Permits > \$10,000 Valuation)	\$30
22. Temporary Precise Development Plan	\$270
23. Truck Parking as Accessory Use (w/o CUP)	\$70
24. Wind Generator	\$180
25. Written Zoning Verification	\$55
26. Written Zoning Interpretation	\$280

C. AGRICUL TURAL PRESERVES

1. Amend Land Use Contract	\$200
2. Inclusion/Exclusion	\$240
3. Land Use Contract	\$1000 min. (deposit)*
4. Land Use Contract Cancellation	\$35 min. (deposit)*

5. Land Use Cancellation Penalty Fee	\$240
6. Notice of Nonrenewal 1 - 10 Parcels	\$150
7. Notice of Nonrenewal 11 - 20 Parcels	\$250
8. Notice of Nonrenewal 21 or more Parcels	\$450
9. Property Status Report	\$240

D. GENERAL PLAN

1. Development Agreements	\$2000 min. (deposit)*
2. General Plan Amendment	\$1,100 min. (deposit)*
3. Hazardous Waste Facility Siting/ Notice of Intent	\$5,000 min. (deposit)*
4. Limited Specific Plan Review	\$550 min. (deposit)*
5. Notice of Intent – GPA/SPA	\$325 min. (deposit)*
6. Specific Plan Amendment Application	\$1,100 min. (deposit)*
7. Specific Plan Preparation	\$1,100 min. (deposit)*
8. Specific Plan Surcharge-Staff Preparation	50%**
9. Specific Plan Surcharge-Developer Preparation	10%**

E. ENVIRONMENTAL

1. EIR Preparation	\$10,000 min. deposit*
2. Initial Study	\$2,000 min. (deposit)*
3. Negative Declaration	\$2,000 min. (deposit)*.
4. Negative Declaration Update	\$320
5. Environmental Information Form	\$400
6. Use of Prior Environmental Impact Report	\$240
7. Cost Recovery for Extensive Mitigation Monitoring	\$720 min. (deposit)*

F. LAND DIVISION

1. Certificate of Compliance	\$350
2. Conditional Certificate of Compliance	\$350
3. Development Variation after Map Approval	\$1,020
4. Lot Line Adjustment	\$580
5. Lot Line Adjustment Preliminary Review	\$230
6. Lot Line Adjustment with Development Variation	\$915
7. Appeal to Higher Authority -	\$1,770
8. Parcel Map/PMW/LLA - Extension of Time	\$450
9. Parcel Map Waiver	\$1,100 min. (deposit)*
10. Parcel Map Waiver-Preliminary Review	\$500
11. Tentative Parcel Map - Amend after approval	\$2000
12. Tentative Parcel Map	\$1,400 min. (deposit)*
13. Parcel Map Check Fee	\$740
14. Final Parcel Map	\$750
15. Subdivision with improvement plans	\$2500
16. Tentative Parcel Map-Preliminary Review	\$575

17. Tentative Parcel Map - Revised	\$1,650
18. Tentative Parcel Map – Revised – Map Check Fee	\$250
19. Request to Grade Prior to Recordation of Final Map	\$65
20. Substantial Conformity Review	\$65

G. LAND DIVISION - TRACTS

1. Extension of Time - Final Map	\$450
2. Extension of Time - Final Map (Retroactive)	\$600
3. Final Tract Map	\$1500
4. Preliminary Study - Subdivision Map Review	\$1,000
5. Proposed Map (Tentative Tract Map)	\$2300/Phase min. (deposit)*
6. Proposed Map (Tract) Preliminary Review	\$620
7. Reversion to Acreage	\$400
8. Revised Tentative Tract Map	\$1,065 + \$25/lot
9. Tentative Map – Amend after approval	\$2000
10. Variation (with Hearing)	\$600
11. Variation (no Hearing-Limited Exception)	\$180

H. STREETS

1. House Number Assignment	\$60
2. New Street Name Proposal	\$130 ea. name
3. Setback/Deviation to Circulation Element	\$275
4. Vacation/Acquisition of Easement or Street Name Change (with hearing)	\$1100
5. Vacation/Acquisition of Easement or Street Name Change (no hearing)	\$900
6. Preliminary Review of Vacation Applications	\$120
7. Width and Alignment Study	\$360

I. MISCELLANEOUS

1. Duplication of Blue line Maps (each map)	
a. Up to 11" x 17"	\$ 2
b. Up to 19-1/2" x 25-1/2"	\$ 3 (+ duplication costs)
c. Larger than 19-1/2" x 25-1/2"	\$ 4 (+ duplication costs)
2. Other Duplicating up to 8-1/2" x 14"	\$1
a. Each Additional Page	\$0.15
3. Other Duplicating up to 11" x 17"	\$1.50
a. Each Additional Page	\$0.30
4. Public Hearing Subscription (Annual/per hearing body)	\$35
5. Research Fee (per hour)	\$65
6. Request for Certification of Public Documents	\$50 (+ duplication costs)
7. Service Charge - Research (per hour)	\$65
8. Service Charge - Map Duplication by Blueprint Firm	
a. Each Map	Duplication costs + 45%

b. More than 20 Maps (each)	Duplication costs + 45%
9. Subscription Service - Minutes (annual)	\$30
10. Subscription Service - Zone Map Update (annual)	\$125
11. Zone Maps - Complete Set	\$185
12. Zone Maps - Individual Map	\$10

J. FEES NOT MENTIONED ELSEWHERE

1. To be charged on an hourly basis (Hourly Wage of case handler(s), plus 45% to cover benefits).

* The applicant is hereby notified that the project is a time and material project and that the total processing cost will be invoiced. For projects which are more complex, controversial, or involve other issues which will result in a significant larger amount of work than the typical project the director may require a larger deposit than those listed. Other City departments may bill against a time and material project when authorized by the City Council or the Planning Director. A time and material project applicant must, at the time of filing, pay a minimum deposit which represents the minimum amount which will be required for processing that particular application(s), except for EIR's where any unused portion of the deposited amount shall be fully refundable, unless a credit account is approved by the director. Thereafter, the applicant will receive, monthly, a statement of the time and material charges made and the balance of the deposit. If the balance on deposit falls below the anticipated expenditures within the next 60 days the applicant will be required to deposit additional funds as determined by the director. If the applicant fails to deposit the additional funds in a timely manner, work will cease on the project. When a decision is made on the project, the deposit balance will be closed out and a refund issued for any deposit in excess of the final bill. Any interest accrued on the deposit is part of the fee and will not be refunded or credited to the applicant. No applications shall be processed for any applicant if that applicant has a delinquent account until such time as the delinquent account is paid in full.

In lieu of the above minimum deposit the director may allow the applicant to establish a credit account and be billed on a monthly basis. Credit accounts may be approved by the director where the applicant has an established good credit history and/or payment history. A credit check will be done if the applicant desires to participate in the credit account and billing program. For projects which involve the City hiring consultants, the applicant will be required to deposit funds sufficient to cover consultant charges even if they are approved for a credit account. In order to be allowed to participate in the billing program the applicant will pay all invoices within 30 days of the billing date.

Failure to make full payment within the above time will cancel the applicant's ability to utilize this program and no further work will occur on the applicant's project(s) until a full deposit is made with the director.

The director may accept the minimum deposit as payment in whole on minor changes, otherwise the applicant will be informed that this is a time and material project in accordance with note "*" above.

EXHIBIT "B"

SQUARE FOOT CONSTRUCTION COSTS

Group (2009 International Building Code)	IA	IB	IIA	IIB	IIIA	IIIB	IV	VA	VB
A-1 Assembly, theaters, with stage	209.03	201.94	196.75	188.15	176.47	171.57	181.48	161.35	154.51
A-1 Assembly, theaters, without stage	191.23	184.13	178.94	170.34	158.71	153.81	163.67	143.59	136.71
A-2 Assembly, nightclubs	160.09	155.52	151.22	145.17	136.30	132.65	139.79	123.65	119.01
A-2 Assembly, restaurants, bars, banquet halls	159.09	154.52	149.22	144.17	134.30	131.65	138.79	121.65	118.01
A-3 Assembly, churches	193.14	186.04	180.85	172.26	160.58	155.68	165.58	145.46	138.61
A-3 Assembly, general, community halls, libraries, museums	162.16	155.07	148.87	141.28	128.60	124.70	134.60	113.47	107.61
A-4 Assembly, arenas	190.23	183.13	176.94	169.34	156.71	152.81	162.67	141.59	135.71
B Business	161.58	155.71	150.53	143.16	129.88	125.17	137.22	114.17	108.81
E Educational	175.15	1,699.10	163.94	156.43	144.88	137.56	151.05	126.61	121.81
F-1 Factory and industrial, moderate hazard	96.91	92.37	86.79	83.63	74.69	71.55	80.00	61.55	57.91
F-2 Factory and industrial, low hazard	95.91	91.37	86.79	82.63	74.69	70.55	79.00	61.55	56.91
H-1 High Hazard, explosives	90.85	86.31	81.73	77.57	69.81	65.67	73.94	56.67	N.P.
H234 High Hazard	90.85	86.31	81.73	77.57	69.81	65.67	73.94	56.67	52.03
H-5 HPM	161.58	155.71	150.53	143.16	129.88	125.17	137.22	114.17	108.81
I Institutional, supervised environment	162.37	156.65	152.01	145.43	133.42	129.91	141.65	119.85	115.11
I-2 Institutional, hospitals	271.73	265.86	260.68	253.31	239.20	N.P.	247.37	223.49	N.P.
I-2 Institutional, nursing homes	189.29	183.43	178.25	170.87	157.89	N.P.	164.93	142.19	N.P.
I-3 Institutional, restrained	184.09	178.22	173.04	165.67	153.62	147.91	159.73	137.92	130.51
I-4 Institutional, day care facilities	162.37	156.65	152.01	145.43	133.42	129.91	141.65	119.85	115.11
M Mercantile	119.23	114.67	109.36	104.31	95.08	92.44	98.94	82.44	78.82
R-1 Residential, hotels	163.76	158.05	153.40	146.82	134.98	131.47	143.21	121.40	116.71
R-2 Residential, multiple family	137.01	131.30	126.66	120.08	108.90	105.39	117.13	95.33	90.63
R-3 Residential, one- and two-family	128.70	125.13	122.06	118.84	114.47	111.50	116.87	107.27	100.91
R-4 Residential, care/assisted living facilities	162.37	156.65	152.01	145.43	133.42	129.91	141.65	119.85	115.11
S-1 Storage, moderate hazard	89.85	85.31	79.73	76.57	67.81	64.67	72.94	54.67	51.03
S-2 Storage, low hazard	88.85	84.31	79.73	75.57	67.81	64.67	71.94	54.67	50.03
U Utility, miscellaneous	70.31	66.34	62.07	58.69	52.32	48.93	55.76	40.58	38.66

Private Garages use Utility, miscellaneous
 Unfinished basements (all use group) = \$15.00
 per sq. ft.
 For shell only buildings deduct 20 percent
 N.P. = Not permitted

EXHIBIT "C"

VALUATION DATA – STANDARD REPAIR COSTS FEES

Fee Title:		Plumbing:	
Plans:		1. Fixture Replacement, traps	\$375.00
1. Without Engineering	\$309.00	2. Private Sewerage – lin. ft.	\$16.50
2. With Engineering	\$463.50	3. Sewer Line – lin. ft.	\$6.00
Foundation Area:		4. Gas orifice change (each)	\$52.00
1. Conc. Floor Porches & steps – sq. ft.	\$4.25	Mechanical:	
2. Conc. Foundations Wood Floor – sq. ft.	\$4.25	1. Vented Heater – 30,000 BTU	\$500.00
Porches & steps- sq. ft.	\$2.00	2. Vented Heater – 50,000 BTU	\$575.00
3. Underpinning –lin. Ft.	\$2.75	3. Water Heater (each)	\$325.00
4. Redwood Plate or Sill – lin. ft.	\$2.50	Electrical:	
5. Screened vents (each)	\$8.00	1. Service and Break-up, sq. ft.	\$2.50
6. Attic vents (each)	\$46.50	2. Grounded receptacle only	\$31.00
Framing Items:		3. New Base Receptacle	\$31.00
1. Studs (each)	\$6.00	4. Utility Circuit	\$31.00
2. 2x4 Reinforcing – lin. ft.	\$2.00	5. Changes	\$31.00
3. 2x6 Joists – Blocking – lin. ft.	\$2.50	6. Smoke Detector	\$52.00
4. 2x10 Joists – Blocking – lin. ft.	\$2.75	7. GFCI	\$103.00
5. 2x12 Joists – Blocking – lin. ft.	\$3.00	Miscellaneous:	
6. 2x4 Rafters – lin. ft.	\$2.50	1. Windows Added (each)	\$180.00
7. Plywood – sq. ft.	\$3.25	2. Glazing per pane	\$26.00
Beams:		3. Dust Binder Parking	\$206.00
1. 4x8- lin. ft.	\$2.75	4. Fireplace	\$1545.00
2. 4x10 – lin. ft.	\$3.25	5. Tempered Glass – sq. ft.	\$2.00
3. 4x12 – lin. ft.	\$3.75	6. Conc. Driveway – sq. ft.	\$1.75
4. 4x14 – lin. ft.	\$4.25	7. Asph. Driveway – sq. ft.	\$1.50
Wall Cover:		8. Painting Interior of	\$515.00
1. Stucco – sq. yd.	\$16.00	9. Insulation, Ceiling R-19 sq.ft.	\$0.65
2. Siding – sq. yd.	\$16.00	10. Insulation, Ceiling R-30 sq.ft.	\$0.75
3. Plaster – sq. yd.	\$13.50	11. Insulation, Ceiling R-11 sq.ft.	\$0.50
4. Sheet Rock – sq. yd.	\$5.25	12. Curbs and Gutters – lin. ft.	\$18.75
5. Thin wall – sq. yd.			
Roof Cover:			
1. Wood Shingle per sq.	\$185.00		
2. Wood Shake per sq.	\$200.00		
3. Asphalt Shingle per sq.	\$80.00		
4. Built Up Roof per sq.	\$120.00		

EXHIBIT "D"
BUILDING VALUATION DATA
STANDARD REMODEL FEES

Total Valuation	Building Fee	Plan Check Fee	Total Fee*
\$ 1 - \$500	21.00	10.50	31.50
501 - 600	21.00	10.50	31.50
601 - 700	21.00	10.50	31.50
701 - 800	21.00	10.50	31.50
801 - 900	21.00	10.50	31.50
901 - 1,000	21.00	10.50	31.50
1,001 - 1,100	21.00	10.50	31.50
1,101 - 1,200	21.00	10.50	31.50
1,201 - 1,300	22.55	11.28	33.83
1,301 - 1,400	24.20	12.10	36.30
1,401 - 1,500	25.85	12.93	38.78
1,501 - 1,600	27.50	13.75	41.25
1,601 - 1,700	29.15	14.58	43.73
1,701 - 1,800	30.80	15.40	46.20
1,801 - 1,900	32.45	16.23	48.68
1,901 - 2,000	34.10	17.05	51.15
2,001 - 3,000	43.00	21.50	64.50
3,001 - 4,000	50.00	25.00	75.00
4,001 - 5,000	57.00	28.50	85.50
5,001 - 6,000	64.00	32.00	96.00
6,001 - 7,000	71.00	35.50	106.50
7,001 - 8,000	78.00	39.00	117.00
8,001 - 9,000	85.00	42.50	127.50
9,001 - 10,000	92.00	46.00	138.00
10,001 - 11,000	99.00	49.50	148.50
11,001 - 12,000	106.00	53.00	159.00
12,001 - 13,000	113.00	56.50	169.50
13,001 - 14,000	120.00	60.00	180.00
14,001 - 15,000	127.00	63.50	190.50
15,001 - 16,000	134.00	67.00	201.00
16,001 - 17,000	141.00	70.50	211.50
17,001 - 18,000	148.00	74.00	222.00
18,001 - 19,000	155.00	77.50	232.50
19,001 - 20,000	162.00	81.00	243.00
20,001 - 21,000	169.00	84.50	253.50
21,001 - 22,000	176.00	88.00	264.00
22,001 - 23,000	183.00	91.50	274.50
23,001 - 24,000	190.00	95.00	285.00
24,001 - 25,000	197.00	98.50	295.50
25,001 - 26,000	200.00	100.00	300.00
26,001 - 27,000	203.00	101.50	304.50
27,001 - 28,000	205.50	102.50	308.00
28,001 - 1.9%			

1
* Based on changing to 1.9% valuation above \$28,000. The SMI cost of \$10.00 per \$100,000 of building valuation for single family or \$21.00 per \$1 00,000 of valuation for all other occupancies and the issuance fee must be added to these fees (To be updated automatically concurrent with California Building Code Changes).

EXHIBIT "E"

**BUILDING VALUATION DATA FOR CONCRETE FOUNDATIONS,
HEAVY ENGINEERED FOUNDATIONS AND RETAINING WALLS**

Fee Title:	Fee:
1. Concrete Foundations w/ Light Reinforcement – per yd. Min. Permit Fee	\$184.00 \$52.00
2. Heavy Engineered Found. – per yd. Min. Permit Fee	\$281.00 \$52.00
3. Concrete Block Retaining Walls. Price/Lineal foot of wall Height of Wall *	
0' to 3'-0"	\$6.00
3'-1" to 4'-0"	\$7.25
4'-1" to 5'-0"	\$9.00
5'-1" to 6'-0"	\$12.50
6'-1" to 7'-0"	\$15.50
7'-1" to 8'-0"	\$18.50
8'-1" to 9'-0"	\$21.00

*Wall height is measured from the bottom of the footing to the top of the wall.

NOTICE OF PUBLIC HEARING
City Council
Resolution Amending City Schedule of Fees and Charges for City Services

Notice is hereby given that the City Council of the City of Arvin, California, will conduct a public hearing, at which time the public may be present and be heard, to consider the following:

- A Resolution of the City Council Amending and Updating the City of Arvin Schedule of Fees and Charges for City Services; and
- Adoption of CEQA findings under the California Environmental Quality Act (CEQA) for the above-mentioned proposed resolution.

Arvin City Council Hearing Information

Date: June 19, 2018
Time: 6:00 PM or as the Agenda permits
Place: City of Arvin Council Chambers
200 Campus Drive, Arvin, CA 93203

The purpose of the hearing is to consider a resolution amending the City's Schedule of Fees and Charges for City Services to update the amounts and calculations of existing fees and charges to ensure that they properly reflect and provide for recovery of the costs of the City services and regulatory functions for which the fees and charges are imposed ("Proposed Resolution"). Staff has performed a preliminary environmental assessment of this project and, pursuant to CEQA Guidelines, sections 15061(b)(1), 15061(b)(3), 15273, and 15378(b)(4), the adoption of the Proposed Resolution does not constitute a project under or is exempt from CEQA for the following reasons:

- The Proposed Resolution relates to the establishment, modification, structuring, restructuring, or approval of rates, tolls, fares, or other charges by the City for the purpose of meeting the City's operating expenses in that it seeks to update the various fees charged by the City for certain services and regulatory functions. The fees relating to the Proposed Resolution are for the purpose of defraying the costs borne by the City in providing certain services and conducting regulatory activities.
- The Proposed Resolution will not have a significant effect or physical change to the environment, because it relates to the creation of government funding mechanisms or other government fiscal activities, which do not involve any commitment to a specific project which may result in a potentially significant physical impact upon the environment.

Additional information on the proposed resolution and supporting documentation, studies, and analyses, including a copy in hard copy or in electronic format, may be obtained from the City of Arvin, City Hall, 200 Campus Drive, Arvin, California, 93203, or the City's web site

at www.arvin.org.

All persons interested in this topic who have questions, would like to provide feedback, or ask questions are invited to attend. Written comments on this matter may be submitted to the City Clerk's office until 4:00 p.m. on the date of this hearing. If you challenge the approval or denial of these matters in court, you may be limited to raising only those issues you or someone else raised at the public hearing described in this notice, or in written correspondence delivered to the City Clerk, at or prior to the public hearing. Address any communications or comments regarding the project to Cecilia Vela, City Clerk, at 200 Campus Drive, Arvin, CA 93203, (661) 854-3134, cvela@arvin.org.

Cecilia Vela, City Clerk

Published: June 9, 2018, Bakersfield California

Published June 15, 2018, Bakersfield California



CITY OF ARVIN
Staff Report

Meeting Date: June 19, 2018

TO:	City Council
FROM:	Jeff Jones, Finance Director Jerry Breckinridge, Interim City Manager
SUBJECT:	A Resolution of the City Council of the City of Arvin, California, Amending the Citywide Master Fee Schedule by Adopting Fees Pursuant to Chapter 17.64, "Commercial Cannabis Activity," of the Arvin Municipal Code

BACKGROUND:

This is a proposed resolution adopting fees applicable to commercial cannabis businesses pursuant to Arvin Municipal Code ("AMC") Chapter 17.64 ("Commercial Cannabis Activity"). The fees to be adopted include commercial cannabis permit application fees, annual permit fees, cannabis conditional use permit and development agreement application fees, employee work permit fees, and criminal history records check fees.

ENVIRONMENTAL IMPACT:

Preliminary environmental determination: The adoption of fees pursuant to the proposed resolution does not constitute a project under CEQA, pursuant to CEQA Guidelines §15378(b)(4), because the fees are to defray the costs borne by the City in providing certain services and conducting regulatory activities pursuant to AMC Chapter 17.64, and therefore are for the creation of government funding mechanisms or other government fiscal activities which do not involve any commitment to any specific project which may result in a potentially significant physical impact on the environment. Furthermore, even if it does constitute a project under CEQA, the action is exempt from CEQA under CEQA Guidelines Sections 15061(b)(3), in that there is no possibility the activity in question may have a significant effect on the environment, because it relates only to the creation of government funding mechanisms or other fiscal activities which do not involve any commitment to a specific project, and which do not have the effect of permitting new uses within the City, instead merely providing establishing fees for existing uses already permitted. Additionally, the action is exempt pursuant to CEQA Guidelines Sections 15061(b)(1) and 15273 because it is for the establishment of fees which are for the purpose of meeting City operating expenses. Finally, none of the exceptions to

categorical exemptions set forth in the CEQA Guidelines Section 15300.2 apply to the adoption of fees pursuant to the proposed resolution.

FINANCIAL IMPACT:

Data indicating the amount of estimated cost required to provide the service for which the fees are to be levied and the revenue sources anticipated to provide the services (applicant trust deposit accounts), is contained in the fee analysis included in the proposed resolution (pages 6-8). As such the cost of services will be provided by the fees received and thus have no net impact on the general fund of the city.

ATTACHMENTS:

Exhibit A to Resolution - Fee Analysis

RESOLUTION**A RESOLUTION OF THE CITY COUNCIL OF THE CITY OF ARVIN, CALIFORNIA, AMENDING THE CITYWIDE MASTER FEE SCHEDULE BY ADOPTING FEES PURSUANT TO CHAPTER 17.64, “COMMERCIAL CANNABIS ACTIVITY,” OF THE ARVIN MUNICIPAL CODE**

WHEREAS, on June 19, 2018, the City Council adopted Ordinance No. ____, adding Chapter 17.64 (“Commercial Cannabis Activity”) to the Arvin Municipal Code to establish a comprehensive regulatory scheme relating to commercial cannabis activities; and

WHEREAS, Arvin Municipal Code (“AMC”) Chapter 17.64 (“Commercial Cannabis Activity”) authorizes the City Council, by resolution, to set various fees for the purpose of recovering the costs of City services and regulatory activities as provided for by AMC Chapter 17.64, including but not limited to: (1) a commercial cannabis permit application fee pursuant to §17.64.190(b); (2) an annual commercial cannabis permit fee pursuant to §17.64.190(h), to include, without limitation, commercial cannabis permit renewal application fees pursuant to §17.64.040(d) and mandatory inspection fees pursuant to §17.64.150(e); (3) criminal history record check fees pursuant to AMC §17.64.240(k); (4) employee work permit fees pursuant to §17.64.090(c)-(d); (5) a cannabis development agreement application fee pursuant to §17.64.200(c); and (6) a cannabis conditional use permit application fee pursuant to §17.64.210(c).

WHEREAS, AMC Chapter 17.64 provides that all of the fees that it authorizes may be established and paid on a deposit basis, with any unspent deposit balance to be refunded to the applicant upon the conclusion of performance of the services or activities for which the fees were charged;

WHEREAS, the City of Arvin (“City”) has established various fees and charges for the purpose of recovering the costs of City services and regulatory activities, based on an analysis of the City’s services, its regulatory activities, the costs of providing those services, the beneficiaries of those services, certain development impact fees, and the revenues produced by those paying fees and charges for such services and their share of the costs of regulation, and has incorporated such fees and charges into an adopted City-wide Master Fee Schedule (the “Master Fee Schedule”); and

WHEREAS, after a public hearing, on June 19, 2018, the City adopted Resolution No. ____, thereby amending and updating the Master Fee Schedule; and

WHEREAS, City staff has conducted an analysis of the City’s anticipated costs of providing the services for which the above-referenced fees are to be charged pursuant to AMC Chapter 17.64, which analysis is attached hereto as Exhibit A and incorporated herein by reference (the “Fee Analysis”); and

WHEREAS, based on the Fee Analysis, the City has determined that the interests of the City and the applicants would be best serviced by establishing the above-referenced fees as deposit-based fees, as authorized pursuant to AMC Chapter 17.64; and

WHEREAS, the initial deposit amounts established by this Resolution, bear a reasonable relationship to, and do not exceed, the estimated costs of the City in providing the applicable service and/or regulatory activity; and

WHEREAS, pursuant to Government Code Sections 66016 and 66018, the specific fees to be charged for certain regulations, services and products may be adopted by resolution, following notice and a public hearing; and

WHEREAS, notice of a public hearing was given pursuant to Government Code Section 6062a by publication in the Bakersfield Californian, a newspaper of general circulation, on June 9 and June 15, 2018; and

WHEREAS, at the time and place specified in the notice of public hearing, the required public hearing was held, during which the City Council accepted and considered oral and written testimony, and oral and written presentations made and received, as part of a regularly scheduled meeting on June 19, 2018; and

WHEREAS, notice of the time and place of the foregoing public hearing, including a general explanation of the matter to be considered, and a statement that the data required by Government Code Section 66016 is available, was mailed at least 14 days prior to the meeting to all interested parties who filed a written request with the City for mailed notice of the meeting on new or increased fees or service charges; and

WHEREAS, the proposed fees to be adopted pursuant to this Resolution, including the Fee Analysis, as is required by Government Code Section 66016 was made available at the City Clerk's Office located at 200 Campus Drive and the Community Development Department located at 141 Plumtree Drive 10 days prior to the public hearing; and

WHEREAS, the proposed fees and charges to be adopted pursuant to this Resolution, including the Fee Analysis, were made available on the City's website at least 10 days prior to the foregoing meeting for public review, and

WHEREAS, all applicable requirements of the Mitigation Fee Act have been satisfied; and

WHEREAS, the City Council now desires to adopt certain fees pursuant to Arvin Municipal Code Chapter 17.64, based on the fee analysis attached hereto as Exhibit A, and to incorporate said fees into the Master Fee Schedule.

NOW, THEREFORE, THE CITY COUNCIL OF THE CITY OF ARVIN HEREBY RESOLVES AS FOLLOWS:

Section 1. The above recitals are true and correct, and are incorporated herein by this reference.

Section 2. The City Council hereby makes the following findings:

A. The adoption of fees pursuant to this Resolution does not constitute a project under the California Environmental Quality Act (“CEQA”), pursuant to CEQA Guidelines §15378(b)(4), because the fees contemplated by this Resolution are for the purpose of defraying the costs borne by the City in providing certain services and conducting regulatory activities pursuant to the City’s commercial cannabis ordinance, and therefore are for the creation of government funding mechanisms or other government fiscal activities, which do not involve any commitment to any specific project which may result in a potentially significant physical impact on the environment. Furthermore, even if the adoption of fees pursuant to this Resolution does constitute a project under CEQA, the City Council finds and determines that said action is exempt from CEQA under CEQA Guidelines Sections 15061(b)(3), in that there is no possibility that the activity in question may have a significant effect on the environment, because the adoption of these fees relates only to the creation of government funding mechanisms or other government fiscal activities which do not involve any commitment to a specific project, and which do not have the effect of permitting new uses within the City, instead merely providing further regulations by establishing fees for existing uses already permitted. Additionally, the adoption of fees pursuant to this Resolution is exempt from CEQA pursuant to CEQA Guidelines Sections 15061(b)(1) and 15273 because it is for the establishment of charges which the City Council finds are for the purpose of meeting City operating expenses. Finally, none of the exceptions to Categorical Exemptions set forth in the CEQA Guidelines Section 15300.2 apply to the adoption of fees pursuant to this Resolution.

B. Given the uncertain nature of the City’s actual costs of providing all of the services authorized or required by Arvin Municipal Code Chapter 17.64 at the time of application review, use of trust deposit-based fees, whereby the applicant makes an initial payment into a trust account which is drawn down upon by the City as necessary to cover actual costs, and any unspent amounts of which are refunded upon request after completion of the necessary services, for all fees authorized by Chapter 17.64, is in the best interests of fairness to both the City and the applicants pursuant to Chapter 17.64. Deposit-based fees are expressly authorized by Chapter 17.64.

C. The initial deposit amounts adopted pursuant to this Resolution do not exceed the estimated amounts required to provide the services for which the fees established pursuant to this Resolution are levied. The initial deposit amounts are estimates based on the City’s analysis of the anticipated costs of providing the respective services for which the fees are charges, and said analysis is attached hereto as Exhibit “A.”

D. In the event the amount of any initial deposit exceeds the City’s actual costs of providing the services or activities for which the fee is charged upon completion of such services or activities, the unspent portions shall be refunded to the payor upon request, in accordance with

AMC Chapter 17.64.

Section 3. The Fee Analysis, attached hereto as Exhibit A (“Fee Analysis”), is hereby approved and adopted.

Section 4. The City Council hereby establishes a trust deposit-based commercial cannabis permit application fee pursuant to Arvin Municipal Code Section 17.64.190(b). This fee shall also apply to applications for renewal of commercial cannabis permits pursuant to Arvin Municipal Code Section 17.64.060(d)(5). The initial deposit toward payment of the fee shall be in the amount of \$3,244.19, based on the City’s estimated costs relating to reviewing and processing commercial cannabis permit applications as detailed in Section I of the Fee Analysis.

Section 5. The City Council hereby establishes a trust deposit-based annual commercial cannabis permit fee pursuant to Arvin Municipal Code Section 17.64.190(h). The initial deposit toward payment of the fee shall be in the amount of \$6,533.72, based on the City’s estimated annual costs of performing the mandatory administrative functions pursuant to Arvin Municipal Code Chapter 17.64, as detailed in Section II of the Fee Analysis.

Section 6. The City Council hereby establishes a trust deposit-based criminal history records check fee pursuant to Arvin Municipal Code Section 17.64.240(k). The initial deposit toward payment of the fee shall be in the amount of \$233.96, based on the City’s estimated costs of reviewing and processing criminal history records checks as detailed in Section III of the Fee Analysis.

Section 7. The City Council hereby establishes a trust deposit-based employee work permit application fee pursuant to Arvin Municipal Code Section 17.64.090(c)-(d). The initial deposit toward payment of the fee shall be in the amount of \$92.76 (\$326.72 inclusive of criminal history records check fees), based on the City’s estimated costs of reviewing and processing employee work permit applications as detailed in Section IV of the Fee Analysis.

Section 8. The City Council hereby establishes a trust deposit-based cannabis development agreement application fee pursuant to Arvin Municipal Code Section 17.64.200(c). The initial deposit toward payment of the fee shall be in the amount of \$3,165.29, based on the City’s estimated costs of reviewing and processing cannabis development agreement applications as detailed in Section V of the Fee Analysis.

Section 9. City Council hereby establishes a trust deposit-based cannabis conditional use permit application fee pursuant to Arvin Municipal Code Section 17.64.210(c). The initial deposit toward payment of the fee shall be in the amount of \$3,222.95, based on the City’s estimated costs of reviewing and processing applications for conditional use permits for commercial cannabis uses as detailed in Section VI of the Fee Analysis.

Section 10. The City Council hereby amends the relevant provisions of the Master Fee Schedule to adopt and incorporate the fees established by this Resolution into the Master Fee Schedule.

Section 11. The City Council hereby authorizes the City Manager, or his or her designee(s), to adopt administrative procedures and regulations for the collection of the fees contemplated by this Resolution, provided that such administrative procedures and regulations are consistent with this Resolution and all applicable law.

Section 12. The fees established pursuant to this Resolution may be changed from deposit-based fees to non-deposit-based fees by further resolution of the City Council. Additionally, the amounts, rates, methodologies and calculations of any and all fees and deposits set by this Resolution may be changed by further resolution of the City Council. New or additional fees may be established pursuant to Arvin Municipal Code Chapter 17.64 by further resolution of the City Council.

Section 13. If any section, subsection, subdivision, paragraph, sentence, clause or phrase of this Resolution or any part hereof is for any reason held to be invalid or unconstitutional, such decision shall not affect the validity of the remaining portion of this Resolution or any part thereof. The City Council hereby declares that it would have passed each section, subsection, subdivision, paragraph, sentence, clause or phrase hereof, irrespective of the fact that any one or more section, subsection, subdivision, paragraph, sentence, clause or phrase be declared invalid or unconstitutional.

Section 14. The fees established pursuant to this Resolution shall take effect 60 days following the adoption of this Resolution.

I HEREBY CERTIFY that the foregoing resolution was passed and adopted by the City Council of the City of Arvin at a Regular Meeting thereof held on the 19th day of June, 2018 by the following vote:

ATTEST

CECILIA VELA, City Clerk

CITY OF ARVIN

By: _____
JOSE GURROLA, Mayor

APPROVED AS TO FORM:

By: _____
SHANNON L. CHAFFIN, City Attorney
Aleshire & Wynder, LLP

I, _____, City Clerk of the City of Arvin, California, DO HEREBY CERTIFY that the foregoing is a true and accurate copy of the Resolution passed and adopted by the City Council of the City of Arvin on the date and by the vote indicated herein.

EXHIBIT A - FEE ANALYSIS

I. Commercial Cannabis Permit Application Fee (Initial and Renewal Applications) - Initial Deposit

Process	Hours	Bill Rate	Fee
Initial Intake + Review	6	58.04	\$348.24
Police Dept. Review	12	69.86	\$838.32
Finance	3	53.81	\$161.43
Finance Director	2	120.22	\$240.44
Engineering (contract)	2	155.25	\$310.50
City Manager	2	131.82	\$263.64
Attorney (contract)	3	235.75	\$707.25
City Clerk	1	84.17	\$84.17
Final Review and Proceed	5	58.04	\$290.20
Total		\$3,244.19	

II. Annual Commercial Cannabis Permit Fee - Initial Deposit

Process	Hours	Bill Rate	Fee
Senior Auditor	16	95.44	\$1,527.04
Code Enforcement	12	69.86	\$838.32
Police Dept.	16	69.86	\$1,117.76
Finance Director	2	120.22	\$240.44
City Manager	1	131.82	\$131.82
City Attorney	4	230.00	\$920.00
City Clerk	2	84.17	\$168.34
Engineering	4	172.50	\$690.00
Fire Support	5	180	\$900.00
Total		\$6,533.72	

III. Criminal History Records Check Fee - Initial Deposit

Process	Hours	Bill Rate	Fee
DoJ Live Scan Fees	N/A	N/A	\$32
Initial Intake + Review	.75	53.81	\$40.36
Police Dept. Review	1.5	69.86	\$104.79
City Manager Review	.25	131.82	\$32.96
Final Review (Finance)	.25	95.44	\$23.86
Total		\$233.96	

IV. Employee Work Permit Fee - Initial Deposit

Process	Hours	Bill Rate	Fee
Initial Intake + Review	.75	53.81	\$40.36
Final Review and Issuance	.75	69.86	\$52.40
Criminal History Records Check Fee	See above		\$233.96
Total	\$326.72 (including criminal history records check fee); \$92.76 (excluding criminal history records check fee)		

V. Cannabis Development Agreement Application Fee - Initial Deposit

Process	Hours	Bill Rate	Fee
Planning (contract)	2	143.75	\$287.50
Senior Auditor	1.5	95.44	\$143.16
Finance Director	1	120.22	\$120.22
City Manager	1.5	131.82	\$197.73
City Attorney	6	230	\$1,380.00
City Clerk	4	84.17	\$336.68
Publication Costs	N/A	N/A	\$700
Total	\$3,165.29		

VI. Cannabis Conditional Use Permit Application Fee - Initial Deposit

Process	Hours	Bill Rate	Fee
Initial Intake + Review	2	58.04	\$116.08
Finance	1	53.81	\$53.81
Finance Director	1	120.22	\$120.22
Planning (contract)	10	143.75	\$1,437.50
Engineering (contract)	1	155.25	\$155.25
City Attorney (contract)	2	235.75	\$471.50
City Clerk	3	84.17	\$252.51
Final Review and Proceed	2	58.04	\$116.08
Publication Costs	N/A	N/A	\$500.00
Total	\$3,222.95		



**CITY OF ARVIN
Staff Report**

Meeting Date: June 19, 2018

TO: City Council

FROM: Jeff Jones, Finance Director
Jerry Breckinridge, Interim City Manager

SUBJECT: A Resolution of the City Council of the City of Arvin Adopting the Annual Operating and Capital Budgets for Fiscal Year 2018-2019

BACKGROUND:

Before you for your review and for public comment is the proposed Annual Operating Budget for FY 2018-2019. The proposed budget was presented for review and public comment at the May 15th City Council meeting and at the June 5th Council meeting. This budget provides spending authority of \$17,222,394 for Fiscal Year 2018-2019

The proposed Budget includes the following:	Projected <u>2017/2018</u>	Proposed <u>2018/2019</u>
o General Fund Revenues	\$ 7,335,079	\$ 6,249,458
o Enterprise Fund Revenues	\$ 3,131,365	\$ 3,620,184
o Special Revenue Fund Revenue	\$ 1,867,351	\$ 2,953,542
o Capital Fund Revenues	<u>\$ 3,212,202</u>	<u>\$ 4,480,752</u>
o Total Revenues	<u>\$ 15,545,997</u>	<u>\$ 17,303,936</u>
o General Funds Expenditures	\$ 6,928,312	\$ 6,190,909
o Enterprise Fund Expenditures	\$ 3,163,056	\$ 3,664,211
o Special Revenue Fund Expenditures	\$ 1,696,819	\$ 2,886,521
o Capital Fund Expenditures	<u>\$ 3,719,722</u>	<u>\$ 4,480,752</u>
o Total Expenditures	<u>\$15,507,909</u>	<u>\$ 17,222,394</u>
Excess/(Deficit)	<u>\$ 38,088</u>	<u>\$81,542</u>

- Authorizes the City Manager to start the process of adding new personnel to the City, the timing of which will be based on fund availability. The list is as follows:

- o 2 Police Officers, effective July 1, 2018 (COPS grant funded)
 - o 2 Police Officers, effective January 1, 2019 (general fund)
 - o 1 City Engineer, effective July 1, 2018 (60% grant funded)
 - o 1 City Planner, effective July 1, 2018 (general fund funded w/ some cost recovery)
 - o Convert part-time transit operator to full time
-
- Includes \$5,000 of funds for Community Donations.
 - No new Special Revenue Fund balance accounts will need to be opened.
 - \$400,000 in SB1 funding for street and road repairs.
 - Authorizes the City Manager to begin the process of procuring Major Capital Projects as listed in the proposed FY 2018/2019 CIP Plan.

FISCAL IMPACT:

The proposed FY 18/19 Budget if adopted, would provide spending authority of \$17,903,936, of which \$6,190,909 is budgeted general fund expense.

RECOMMENDATION:

Staff recommends that the City Council open the hearing, allow for public testimony, close the hearing, and approve the Resolution to adopt the proposed Fiscal Year 18/19 Budget and Fiscal Year 18/19 Capital Improvement Plan.

ATTACHMENTS:

2018-2019 Proposed Budget

RESOLUTION

A RESOLUTION OF THE CITY COUNCIL OF THE CITY OF ARVIN ADOPTING THE ANNUAL OPERATING AND CAPITAL BUDGETS FOR FISCAL YEAR 2018-2019

WHEREAS, pursuant to Arvin Municipal Code, section 23.06.150, the City Manager has the duty to prepare and submit a proposed annual budget and the proposed annual salary plan to the city council for its approval; and,

WHEREAS, consistent with his responsibility, on May 15, 2018 and June 5, 2018 at a duly noticed regular meetings of the Arvin City Council, the Interim City Manager and Finance Director presented to the City Council a proposed budget for the 2018-19 Fiscal Year as part of agendized budget workshops; and,

WHEREAS, on June 19, 2018 at a duly noticed regular meeting of the City Council, the City Council conducted a public hearing regarding adoption of the Annual Budget for the 2018/19 Fiscal Year during which is received comments and testimony from members of the public and staff regarding the contents of the budget; and,

WHEREAS, the City Council desires to establish policies for implementation of the Annual Budget to ensure the budget is implemented efficiently and consistent with the City Council's policy direction; and,

WHEREAS, after reviewing the proposed budget and considering the testimony received from City staff and members of the public, the City Council believes the proposed Annual Budget serves the interests of the City of Arvin and its citizens and is consistent with the goals it has established in its adopted Strategic Plan for the City of Arvin.

NOW THEREFORE, be it resolved by the City Council of the City of Arvin as follows:

SECTION 1. ADOPTION OF BUDGET FOR 2018/19 FISCAL YEAR

The FY 2018-2019 Annual Operating Budget is hereby adopted, and as summarized on page 29 of the Approved Budget, includes a total appropriation for the City's Operating budget of \$17,222,394 which includes Capital budgets of \$4,480,752.

SECTION 2. SCOPE

This resolution defines the authority and responsibilities of the City Manager in implementing the Approved Budget of the City of Arvin.

SECTION 3. DEFINITIONS

- 3.1 “Approved Budget” means the budget adopted by the City Council on June 19, 2018 for the 2018-2019 fiscal year, per the attached exhibits, including subsequent transfers from Contingency Reserves to departments to implement labor agreements and transfers to account for employee service changes due to promotions, vacancies, merit increases and reallocations.
- 3.2 “Current Budget” means the 2018-2019 Approved Budget, incorporating any subsequent appropriation increases, decreases or transfers.
- 3.3 “Expenditures” means Employee Services, Other Services and Supplies, Equipment, Debt Service, Labor Offset, Transfers, and Capital Improvements.
- 3.4 “Department” or “Agency” means Mayor/Council, City Manager, Finance, and Law Enforcement.
- 3.5 “Division” means a sub-unit of a Department or an entity not having department-level status such as Public Works, City Clerk or Human Resources.
- 3.6 “Activity” means a sub-unit of a division.
- 3.7 “Organization” means a Department, Division, or Activity.
- 3.8 “City Manager,” is responsible for managing and directing the affairs of the City within the established goals, objectives, and general policies approved by the City Council, and directing the activities of those agencies representing the interests of the City, as established by the City Council and the Arvin Municipal Code. The City Manager is solely responsible to the City Council for the effectiveness, efficiency and success in fulfilling the City’s goals, objectives, and policy priorities. The City Manager receives general policy direction from the City Council within the general policy guidelines and exercises direct supervision and general administrative direction over each department head and other city employees.
- 3.9 “Full Time Equivalent” means the decimal equivalent of a position; i.e., one full time position is 1.00 FTE and one quarter-time position is .25 FTE.
- 3.10 “Base Budget” means the current year budget modified per labor agreements, one-time expenditures and citywide charges, as approved by the City Council.

SECTION 4. AUTHORIZED STAFFING AND APPROPRIATIONS

- 4.1 The City Manager is authorized to make any expenditure and resource adjustment to the

Proposed Budget based on final City Council action to adopt the Budget within the parameters of his authority established in the Arvin Municipal Code.

- 4.2 The City Council authorizes the City Manager to enter into contracts for and incur expenditures so long as such actions are consistent with the adopted Budget and the authority granted to the City Manager in the Arvin Municipal Code.
- 4.3 The appropriations and Full Time Equivalent staffing included in the budget document are hereby approved.
- 4.4 During budget hearings and following budget approval, the City Manager is authorized to make adjustments for updated labor, vehicle, energy, contingencies and risk management changes such as retirement rates, payroll taxes, health benefit, fleet costs and risk management costs from designated funds or reserves.
- 4.5 Following budget approval, the City Manager is authorized to revise indirect cost rates to be applied to hourly salary rates in order to achieve full cost-recovery of services.

SECTION 5. APPROPRIATION INCREASES/DECREASES

- 5.1 All net increases in excess of \$30,000 to operating and capital appropriations shall be approved by the City Council.
- 5.2 The City Manager is authorized upon completion of the audited financial statements for 2016-2017 and 2017-2018 to adjust FY 2018-2019 fund appropriations by the amount of net savings/overruns as determined by the City Council. These carryover amounts will be included and addressed in the Midyear Financial Report.

SECTION 6. STAFFING INCREASES

- 6.1 Any increases, by department by fund, in Full Time Equivalent (FTE) staffing levels as authorized in the Approved or Amended Budget for a department must be approved by the City Council.
- 6.2 Any existing positions which were approved on the basis of the City receiving a grant or other reimbursements must have continued funding verified prior to filling the position. The City Manager is authorized to adjust staffing levels for renewals or expansions of fully offset grants. Grant funded positions shall be terminated upon completion or cancellation of the grant unless specifically continued by City Council resolution including a source of replacement funding.
- 6.3 All staffing position adjustments made subject to the approval of the City Manager and subject to the City's policy must have funding verified by the Director of Finance prior to

implementation.

- 6.4 Any reassignment of authorized FTE and employee services funding associated with these FTE within a department and within the same fund may be made with the approval of the City Manager as long as there is no net change to authorized FTE and funding levels.
- 6.5 All new positions or job reclassifications are requests subject to classification review and approval by the City Council. Funding adjustment will be consistent with appropriate classification and approval by the Finance Director.
- 6.6 In the case of a leave of absence due to sick leave, injury, vacation, or other reason, the City Manager is authorized to hire temporary workers so long as the temporary worker is released from employment when the fulltime employee returns to work.

SECTION 7. APPROPRIATION TRANSFERS FROM CONTINGENCY/ RESERVE FUNDS.

- 7.1 Appropriation transfers from General Fund Reserves up to and including \$15,000 in total for the 2018-19 Fiscal Year may be approved by the City Manager. Transfers in excess of the \$15,000 annual limit shall be approved by the City Council.
- 7.2 No Reserve transfer shall be made from any fund which would create a negative undesignated fund balance in the fund.

SECTION 8. OTHER APPROPRIATION TRANSFERS

- 8.1 Any operating appropriation transfers within the same Department must have prior approval of the City Manager.
- 8.2 Appropriation transfers between two or more Departments must be approved by the City Council.

SECTION 9. UNSPENT APPROPRIATIONS AND ENCUMBRANCES

- 9.1 All purchase order commitments outstanding on June 30, 2018 are hereby continued.
- 9.2 All appropriations in the operating budget which remain unencumbered or unexpended on June 30, 2018, after adjustments resulting from page 29 & 30 of the Approved Budget shall revert to the fund balance of their respective funds. Amounts in excess of 25% of the General Fund ending balance on June 30, 2019 shall be placed in a reserve fund for capital replacement as designated by the City Council. Amounts in excess of 100% of the Sanitation Fund ending fund balance at June 30, 2019 will be placed in a separate fund

for capital replacement.

SECTION 10. CAPITAL IMPROVEMENTS

- 10.1 All multi-year capital improvement projects in existence on June 30, 2018, shall be continued in the 2018-2019 fiscal year, which may include items provided on page 83 of the Approved Budget. The FY 2018-2019 Capital Improvement Plan Budget is hereby adopted as summarized in the FY 2018-2019 Budget.
- 10.2 Each fiscal year, at June 30, the balance of each capital improvement projects must be zero or have a positive balance by fund. Projects that exceed in excess of the budget by \$5,000.00 or less shall be corrected with other eligible project revenues that are within the Capital Improvement funds and are not restricted by law.
- 10.3 All capital improvement projects shall be approved by the City Council. The cancellation or modification in excess of the sum of \$30,000 of a capital project must also be approved by the City Council.
- 10.4 Upon completion and closure of a capital project, the designated fund manager is authorized to transfer any remaining project balance to the fund balance contingency.
- 10.5 Capital appropriations shall be used solely for the originally approved project or projects except as provided in this section. Annually, completed or inactive projects will be closed except due to payment disputes. An inactive project is defined as one where transaction activity is less than \$1,000.00 over the prior three years. Closures are the responsibility of the designated project manager.
- 10.6 Unencumbered appropriations for all projects will expire on the June 30 following third full year of the last appropriation to the project. Subject projects requiring continuing appropriations will require Council action through programming within the Capital Improvement Program or through amendment to the Program.

SECTION 11. OPERATING GRANTS

- 11.1 All operating grants shall be approved by the City Council.
- 11.2 Operating grant funds appropriated in the Approved or Amended Budget do not require additional City Council approval to be expended upon receipt of such grant or grants.
- 11.3 All multi-year operating grant budgets in existence on June 30, 2018 shall be continued in the 2018-2019 fiscal year.

SECTION 12. MISCELLANEOUS CONTROLS

- 12.1 No expenditures at the department level shall exceed the Approved or Amended Budget by fund.
- 12.2 Projected deficiencies in any department by fund must be corrected by:
- (1) Reducing expenditures in said department (e.g. freezing vacant positions, restricting purchase orders, etc.) or
 - (2) An intra-fund transfer within that same department; or
 - (3) An inter-departmental appropriation transfer.
- 12.3 The City Manager is hereby authorized to:
- (1) adjust budgets in the Special Revenue funds for appropriations required based on the action/direction of the Council relative to capital projects, transfer requirements and the availability of funds;
 - (2) Adjust budgets in the Capital Project funds for the current year based on the previous action of Council for projects on a multi-year basis.
 - (3) Expend unbudgeted fund and reserves in response to public emergencies or disasters. Such expenditures shall subsequently be ratified by the City Council.

SECTION 13. MID-YEAR FINANCIAL REPORT

- 13.1 City Council shall be provided a Midyear Financial Report including a re-estimate of the financial condition of all funds, including prior year actual fund balances, re-estimated revenues and expenditures, projected ending fund balances or deficits, and recommendations for eliminating any projected fund deficits.
- 13.2 The City Council shall act on any projected fund deficits prior to the close of the Fiscal Year.

SECTION 14. COST ALLOCATION PLANS

A Full Cost Allocation Plan and OMB Circular A-87 Cost Allocation Plan are prepared annually and presented for acceptance by the City Council. These plans provide a rational nexus for reimbursing the General Fund costs from other funds benefiting from such cost. All Transfers between Enterprise Funds and the General Fund are supported by the Cost Allocation Plans and are approved by the City Council through this action

I HEREBY CERTIFY that the foregoing resolution was passed and adopted by the City Council of the City of Arvin at a Regular Meeting thereof held on the 19th day of June, 2018 by the following vote:

ATTEST

CECILIA VELA, City Clerk

CITY OF ARVIN

By: _____
JOSE GURROLA, Mayor

APPROVED AS TO FORM:

By: _____
SHANNON L. CHAFFIN, City Attorney
Aleshire & Wynder, LLP

I, _____, City Clerk of the City of Arvin, California, DO HEREBY CERTIFY that the foregoing is a true and accurate copy of the Resolution passed and adopted by the City Council of the City of Arvin on the date and by the vote indicated herein.



Proposed Annual Operating Budget Fiscal Year 2018-2019



Attachment: 2018-2019 Proposed Budget (Adopt FY 2018-2019 budget)



City of Arvin
Annual Operating Budget
Fiscal Year 2018-2019



Attachment: 2018-2019 Proposed Budget (Adopt FY 2018-2019 budget)



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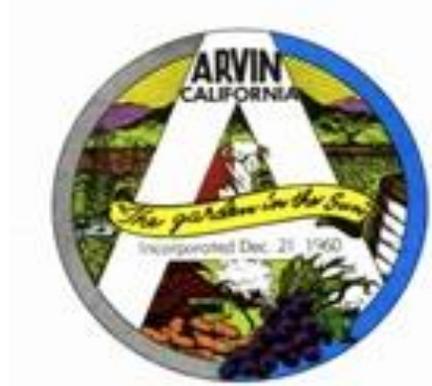
City of Arvin
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Introductory Section

Attachment: 2018-2019 Proposed Budget (Adopt FY 2018-2019 budget)

Annual Operating Budget Fiscal Year 2018-2019



City Council

Jose Gurrola, Jr., Mayor
Jesse Ortiz, Mayor Pro Tem
Erika Madrigal, Council Member
Jazmin Robles, Council Member
Gabriela Martinez, Council Member

Prepared under the direction of:

R. Jerry Breckinridge, Interim City Manager
Jeff Jones, Finance Director



City of Arvin

•CITY COUNCIL•

Jose Gurrola, Jr., Mayor
Jess Ortiz, Mayor Pro Tem
Jazmin Robles, Council Member
Erika Madrigal, Council Member
Gabriela Martinez, Council Member

•CITY CLERK•

Cecilia Vela, City Clerk

•PLANNING COMMISSION•

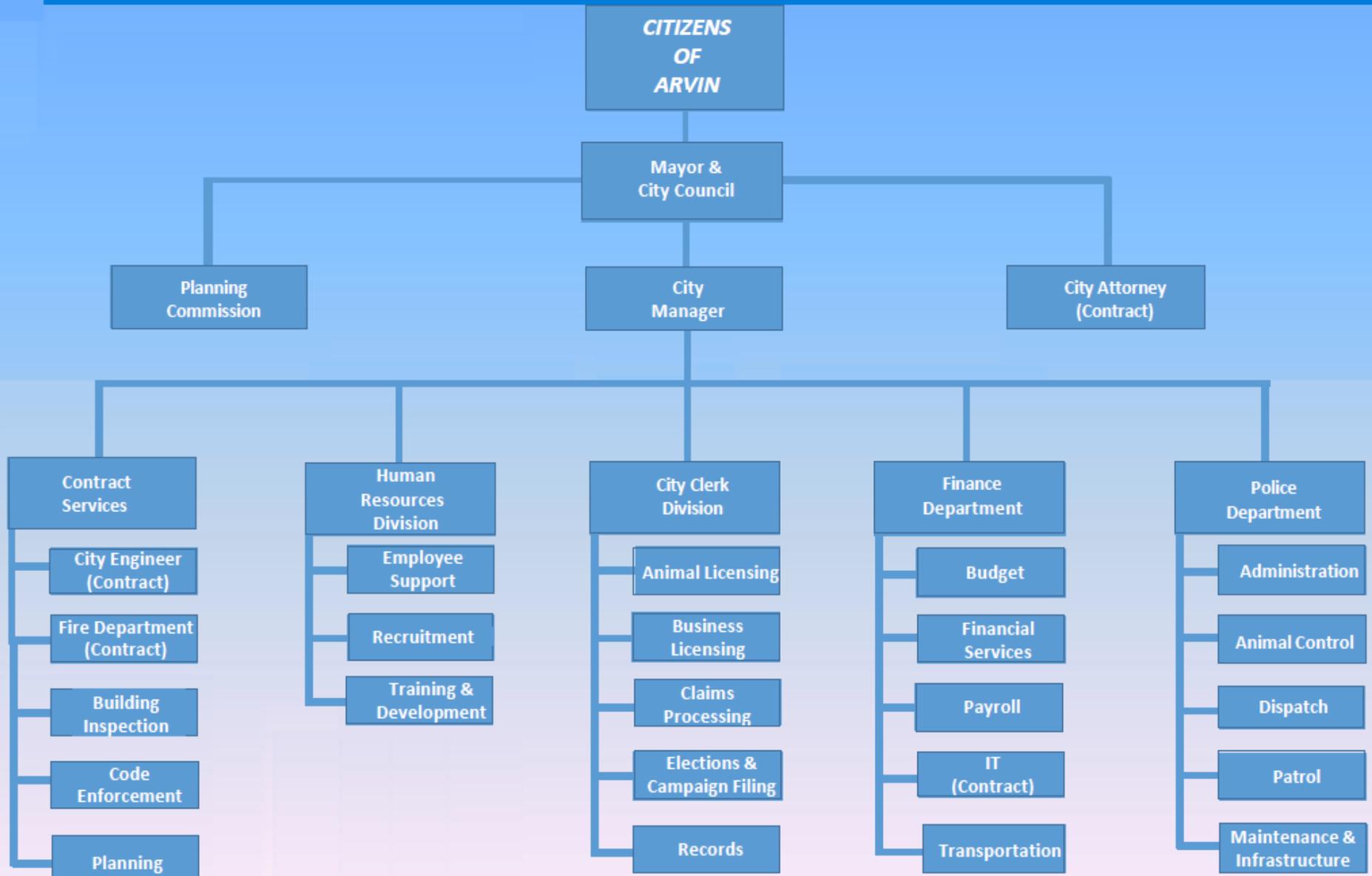
Olivia Trujillo, Chairperson
Janett Zavala, Vice Chairperson
Yesenia Martinez, Planning Commissioner
Miguel Rivera, Planning Commissioner
Gerardo Tinoco, Planning Commissioner

•ADMINISTRATIVE STAFF•

Richard "Jerry" Breckinridge, Interim City Manager
Shannon Chaffin, City Attorney
Jeff Jones, Finance Director
Richard "Jerry" Breckinridge, Chief of Police, Arvin



Organizational Chart





City of Arvin

July 01, 2018

Picture of Mayor and City Council members



**Jose Gurrola Jr. –
Mayor**



**Jess Ortiz –
Mayor Pro Tem**



**Jazmin Robles –
Council Member**



**Erika Madrireal –
Council Member**



**Gabriela Martínez-
Council Member**

Attachment: 2018-2019 Proposed Budget (Adopt FY 2018-2019 budget)

**City of Arvin
Annual Operating Budget
Fiscal Year 2018-2019**



Maps/Demographics

Attachment: 2018-2019 Proposed Budget (Adopt FY 2018-2019 budget)

STATE OF CALIFORNIA



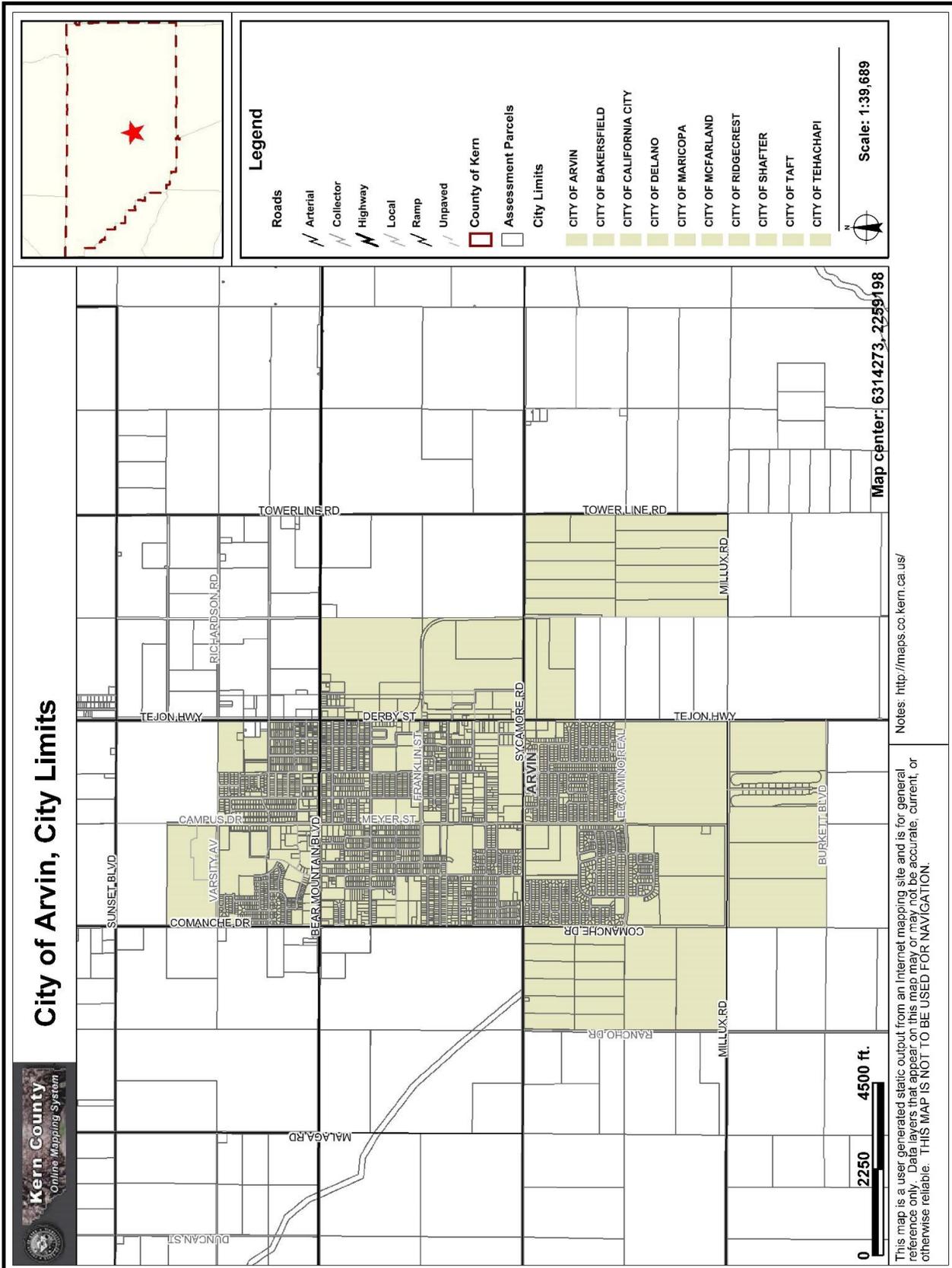
City of Arvin ANNUAL BUDGET 2018-2019

Attachment: 2018-2019 Proposed Budget (Adopt FY 2018-2019 budget)

KERN COUNTY

ARVIN





City of Arvin, City Limits

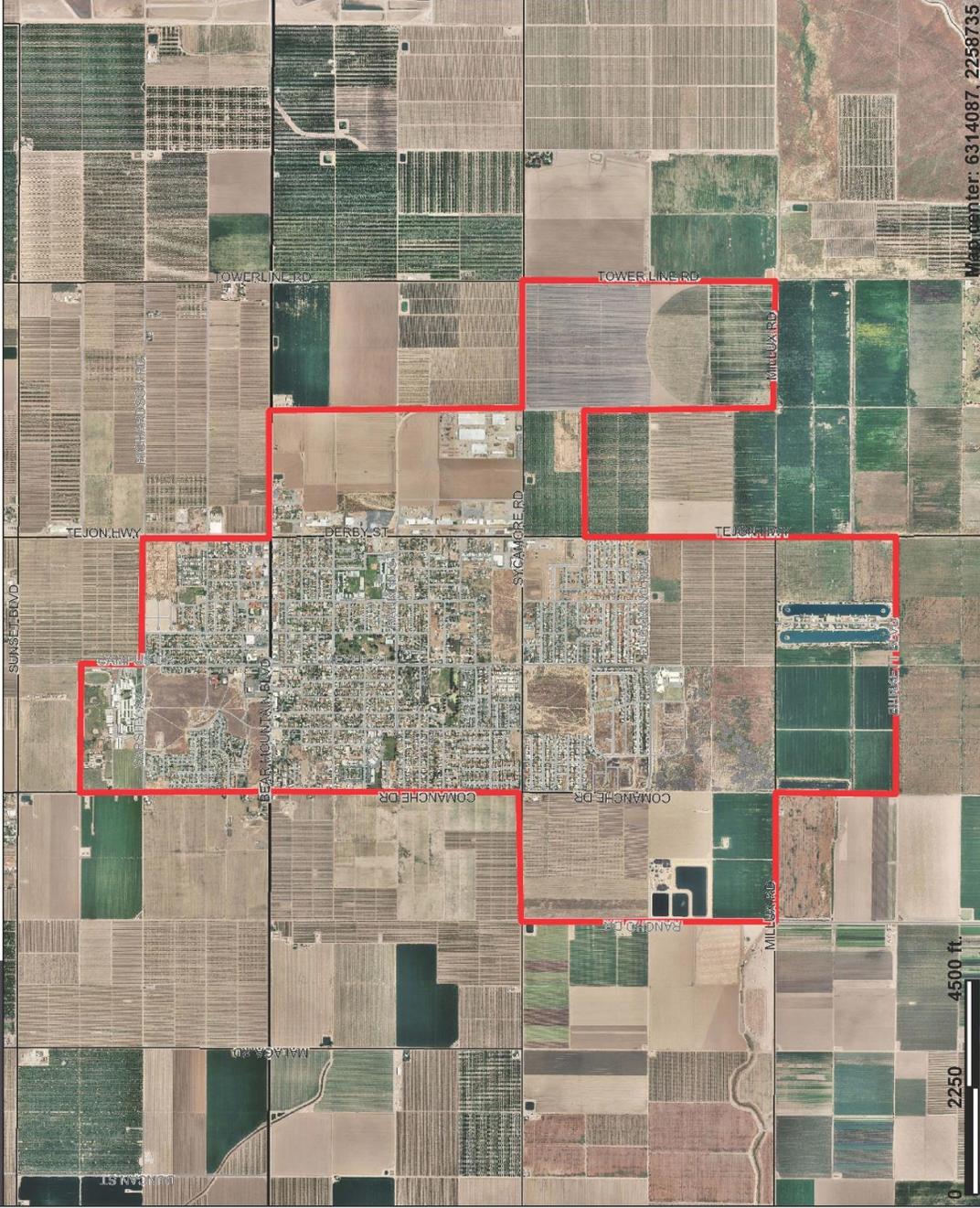
Kern County
Online Mapping System

Map center: 6314273, -2259198

Notes: <http://maps.co.kern.ca.us/>

This map is a user generated static output from an internet mapping site and is for general reference only. Data layers that appear on this map may or may not be accurate, current, or otherwise reliable. THIS MAP IS NOT TO BE USED FOR NAVIGATION.

City of Arvin, City Limits, Satellite View



Legend

Roads

- Arterial
- Collector
- Highway
- Local
- Ramp
- Unpaved
- County of Kern

Scale: 1:38,742

Notes: <http://maps.co.kern.ca.us/>

Map Identifier: 6314087, 2258735

This map is a user generated static output from an Internet mapping site and is for general reference only. Data layers that appear on this map may or may not be accurate, current, or otherwise reliable. THIS MAP IS NOT TO BE USED FOR NAVIGATION.



The City of Arvin

Location

Arvin is a city in Kern County, California, which is located 15 miles southeast of Bakersfield, and 86 miles northwest of Los Angeles.

History

Sales of land in present-day Arvin began in 1907. The Arvin Post Office was established in 1914 and the community incorporated as a city in 1960. The city was named after Arvin Richardson, who was the son of one of the original settling families from San Bernardino. Birdie Heard, the city's first postmaster petitioned for the addition of the post office in 1914 and submitted proposed names including Bear Mountain, Walnut, and Arvin. Officials in Washington D.C. chose Arvin. An in-store post office was also the area's first informal library until an official branch of the Kern County Library system was established in 1927.



Education

The city of Arvin is served by the Arvin Union School District and the Kern High School District. Other nearby districts include Di Giorgio School District, Vineland School District, and the Lamont School District. The Arvin Union School District consists of Sierra Vista Elementary School, Bear Mountain Elementary School, El Camino Real Elementary School, Haven Drive Middle School, and Arvin State Preschool. The newest addition to elementary education is the Grimmway Academy a K-8 Charter school founded by Grimm Family Education Foundation. The Kern High School District serves grades 9-12 in Arvin and it operates Arvin High School.

Public Safety

The city of Arvin has its own police department. This department has a complement of 20 officers and 8 dispatch and administrative employees. The department is headed by the Chief of Police, R. Jerry Breckinridge, and his second in command LT. Olan Armstrong. In addition to the police department, Station 54 of the Kern County Fire Department is responsible for fire prevention services.



Commerce

Nestled against Bear Mountain, the City of Arvin depicts a small town atmosphere that is driven by its agricultural community. Agriculture crops such as cotton, grain, carrots, potatoes, almonds, oranges, and grapes, surround the city as well as numerous private dairies and farmland.



The City of Arvin



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POPULATION

Calendar Year	2009	2010	2011	2012	2013	2014	2015	2016	2017	2018
Population	16,675	19,304	19,596	19,849	19,960	20,092	20,113	20,876	21,157	21,696

EMPLOYEE TRENDS

Fiscal Year		09-10	10-11	11-12	12-13	13-14	14-15	15-16	16-17	16-18
City of Arvin Employees		57	56	45	49	48	48	57	60	61
Employees/ Population		339	350	441	407	419	419	366	353	356

Age Distribution

Under 5	11.60%
Under 18	26.30%
65 and over	4.50%

Total Population	21,696
Average household size	4.59
Per Capita Income	\$10,685

Ethnic Mix

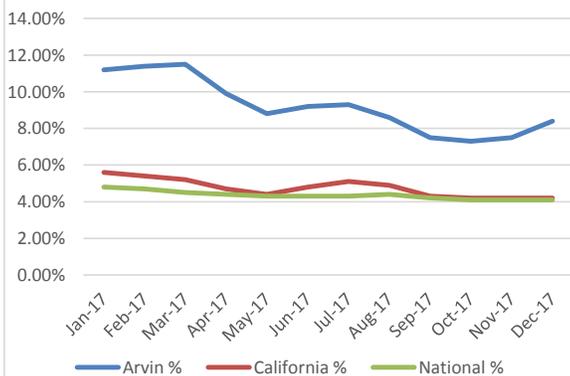
Hispanic	92.60%
White	6.00%
Black	0.90%
American Indian	0.00%
Asian	0.50%

Source: US Census

MAJOR EMPLOYERS IN ARVIN

Property Owner	Primary Land Use	Assessed Valuation	Total %
1 Grimmway Enterprises, Inc.	Food Processing	\$34,566,665	15.03%
2 Home Grown Packing & Cold Storage	Industrial	\$3,770,411	1.64%
3 Salter Labs	Light Manufacturing	2,896,840	1.26%
4 1500 Bear Mtn. LLC	Commercial	2,461,981	1.07%
5 Dal Poggetto Evaldo G Pwr of Atp trust	Commercial	2,200,508	0.96%
6 Oreilly Auto Enterprises LLC	Commercial	2,174,621	0.95%
7 Muffrey LLC	Commercial	1,520,044	0.66%
8 As OM Residential Realestate Rest Home	Commercial	1,429,061	0.62%
9 Villa Del Commanche	Apartments	1,385,629	0.60%
10 Arvin Mhp LP	Commercial	1,347,973	0.59%

2017 Arvin Unemployment Rate



2017 Arvin Unemployment Rate

Month/ Yr.	Arvin %	California %	National %
Jan-17	11.20%	5.60%	4.80%
Feb-17	11.40%	5.40%	4.70%
Mar-17	11.50%	5.20%	4.50%
Apr-17	9.90%	4.70%	4.40%
May-17	8.80%	4.40%	4.30%
Jun-17	9.20%	4.80%	4.30%
Jul-17	9.30%	5.10%	4.30%
Aug-17	8.60%	4.90%	4.40%
Sep-17	7.50%	4.30%	4.20%
Oct-17	7.30%	4.20%	4.10%
Nov-17	7.50%	4.20%	4.10%
Dec-17	8.40%	4.20%	4.10%

Attachment: 2018-2019 Proposed Budget (Adopt FY 2018-2019 budget)

City of Arvin
Annual Operating Budget
Fiscal Year 2018-2019



Budget Preface

Attachment: 2018-2019 Proposed Budget (Adopt FY 2018-2019 budget)

HOW TO READ YOUR CITY'S BUDGET

INTRODUCTORY SECTION:

The City has included a section containing Adopting Budget Resolution, Gann Resolution, and a list of City Officials. This will help the reader understand our Municipal Organization.

MAPS / DEMOGRAPHICS:

This section will help the reader to locate the City of Arvin within the State of California. This section will also show the reader the boundaries of the City and explains the demographics, community profile and trends.

BUDGET PREFACE:

This section will explain the budget policies, financial policies and budget process to the reader.

SUMMARY SECTION:

This section provides a quick overview of the City's fund balance, reserves, summary of general fund revenue and expenditures, summary of all revenues and expenditures.

DEPARTMENTAL OPERATING BUDGETS:

This section contains detail of revenues, expenditures, salaries.

CAPITAL OUTLAY DETAIL BUDGET BY FUND:

This section will provide a description and cost of all capital items purchased by the City, by Fund.

SALARY – STEP/RANGE:

This section will provide a detailed salary - step, ranges, and the starting pay for particular positions in all departments.

FINANCIAL POLICIES

REVENUE POLICIES

The City will set fees and user charges for each enterprise fund at a level that fully supports the total direct and indirect program costs. Indirect costs will ultimately include the cost of annual depreciation of fixed assets.

The City Council will establish fees for non-enterprise funds based upon an awareness of the total direct and indirect costs of offering a service. It is recognized that certain services may be subsidized by the general fund based upon a level of subsidy determined by the Council.

The City adopted an Indirect Cost Allocation Plan to recover directly attributed indirect costs from all non-general fund departments.

The City will aggressively pursue collection of all revenues when due.

OPERATING BUDGET POLICIES

Any normal existing revenue inflation will be used to pay for normal existing expenditure inflation. The identification of funding source will be required for any new or expanded programs.

The City will provide for adequate maintenance and the orderly replacement of fixed assets and equipment. Purchases over \$5,000 are budgeted as Capital Outlay. Purchases below \$5,000 are budgeted as small tools & equipment.

The City will comply with all the requirements of Generally Accepted Accounting Principles (GAAP).

The City will annually retain the services of an independent Certified Public Accounting firm to audit the City's financial statements and conduct any tests of the City's records deemed necessary to render an opinion on the City's compliance with Generally Accepted Accounting Principles (GAAP).

CAPITAL IMPROVEMENT POLICIES

All estimated construction, maintenance and operating costs and potential funding sources for each proposed capital improvement and neighborhood improvement will be identified before it is submitted to the City Council for approval.

The City will finance only those capital improvements that are consistent with the City priorities. All capital improvement operating and maintenance costs will be included in the operating budget forecast.

DEBT POLICIES

Only capital improvements that cannot be financed from current revenues will be financed with debt borrowing. The City will determine and use the least costly financing method for all new capital improvement projects.

The term for repayment of long-term financing for capital improvements will not exceed the expected useful life of the project.

SPENDING AUTHORITY

All items \$30,000 or more require a formal bid and City Council approval.

All items between the amounts of \$15,000 to \$30,000 may be processed orally through an informal bid and requires the City Manager's approval.

Formal contract procedure is required for purchases greater than \$30,000. Purchases of incidental services, supplies or equipment shall be by written order or contract with the lowest responsible bidder based on three bids.

PROPERTY MANAGEMENT

Acquisition of real property shall be tied to a specific objective, with the source of adequate funds identified and considerations given for the long-term fiscal and policy impacts.

Disposition of real property shall be considered for those properties without specific deed restrictions and which are unused, under-utilized, economically not viable, or which were acquired for an outdated plan or

BASIS OF BUDGETING

In accordance with generally accepted accounting principles, the City's financial reporting system is organized on a fund basis consisting of three major fund types; Governmental, Proprietary, and Fiduciary. The Government fund types consist of the General Fund, Special Revenue funds, Debt Service funds and Capital Project funds. Proprietary funds consist of the Enterprise funds and the internal service funds. The fiduciary funds consist of the various Trust and Agency funds.

All of the City's governmental type funds (General, Special Revenue, Capital Project funds and Trust Funds) are budgeted and accounted for using the modified accrual basis of accounting. Their revenues are recognized when they become measurable and available as net current assets. Property tax revenues and assessments receivable are considered susceptible to accrual when collected within 60 days following year end. Other revenues considered susceptible to accrual include sales, utility users and occupancy taxes, interest, rent, grants earned and certain other intergovernmental revenues. Expenditures are generally recognized when the related fund liability is incurred, except that interest and principal on general long term obligation are recognized when due. Proprietary funds (Enterprise and Internal Service Funds) are distinguished from Governmental funds by its measurement focus on net income, or retained earnings. These funds are accounted for using the accrual basis of accounting. Proprietary fund revenues are recognized when earned, and its expenses are recognized when incurred.

LEGAL LEVELS OF BUDGETARY CONTROL

The City Council has ultimate budgetary authority to increase or decrease the budget, move budget line items within a fund, between funds and issue inter fund loans.

The City Council has given the City Manager and the Directors specific budgetary spending level authority within their prospective budgets (see spending authority). Directors may request, in writing, to the City Manager, to move budget line items within their specific budgets.

THE BUDGET PROCESS

A) Preparation of the City Budget begins in February. Electronic media containing a spreadsheet and an informational form is giving to each Director of each department. A detailed description of the content and use of the spreadsheet and informational form is as follows:

The spreadsheet requires each Director to estimate what their total expenditures by object number will be in their department at the end of the fiscal year. To assist the Directors with their estimates the spreadsheet includes columns showing fiscal year budget amounts, fiscal year actual amounts and prior fiscal year actual amounts.

The information form requires each Director to answer the following:

- 1.) What are the new staffing needs for the fiscal year?
- 2.) Explain the reason you need this employee.
- 3.) List the employee's classification (pay step/ range).
- 4.) List all capital outlay items your department is requesting.
 - List reasons your department needs the capital outlay item.
 - List the years that the item will be in Service and whether it is a new item or replacement.
 - Describe your department.
- 5.) List your department goals, objectives, and accomplishments.

B) The Finance Department downloads the completed information into the budget and compiles data from the informational forms. The Finance Director will evaluate the submitted revenues and expenses and meet with each director to obtain clarity and understanding about all requested line items. The Finance Department will then calculate specific revenues, payrolls and transfers and enter this data into the budget program. The Finance Department’s final step of this process is to balance the budget.

C) The next step of the process is to schedule several meetings with the City Manager. The City Manager will evaluate the requested revenue and expenditures of each department. The City Manager will discuss any changes made to the departmental budget with each Director before finalizing his recommendations.

D) Several public budget workshops w are scheduled with the City Council. At these meetings, the City Council and citizens evaluate the City Manager’s recommendations prior to budgetary adoption.

E) The final step in the budgeting process is to present the proposed budget to the City Council for consideration at a public hearing.

REVENUE ESTIMATES

The City of Arvin relies on four major General Fund revenues – Motor Vehicle-In Lieu Tax Revenue, Sale Tax Revenue, Property Tax Revenue and Franchise Tax Revenue. The City also has two Enterprise Funds – Wastewater and Transit. These revenues are crucial to the success of the overall budget and specific funds, and therefore must be estimated accurately. The following section will give the reader a detailed description of where and how the City obtains its major revenues as well as how the revenues were estimated for Fiscal Year 2018/2019.

GENERAL FUND REVENUES

There are many sources of revenue in the General Fund. The following will only address the top four major revenue sources, their origin and how the city has estimated these revenues for fiscal year 2018/2019.

Motor Vehicle-In-Lieu Tax Revenue - \$1,950,000

The State Revenue and Taxation code imposes an annual license fee of 2% of the market value of motor vehicles in lieu of a motor vehicle tax. The distribution is based on city population in proportion to the population in the incorporated areas. Like most Cities in California, Arvin’s Motor Vehicle-In-Lieu Tax Revenue has increased faster than expected and has surpassed all other revenues in the general fund. Motor Vehicle-In-Lieu Tax Revenue represents roughly 22% of the City’s General Fund revenues.

The California Department of Motor Vehicles does not send cities estimates of projected future Motor Vehicle-In-Lieu Tax Revenue. Over the past several years the City had experienced a slowdown in these revenues as a result of the recession and declining property values. During fiscal year 2017/2018 VLF tax has risen sharply over the last two years and the City expects this trend to continue in 2018/2019.

The calculation for fiscal year 2018/2019 Motor Vehicle-In-Lieu Tax Revenue including the State Diversion and adjustment is as follows:

MVF Estimated for 2017/2018	\$1,808,000
Estimated Growth Factor	<u>x 1.078</u>
Estimated MVF 2017/2018	\$1,950,000

Sales Tax - \$750,000

The City of Arvin’s sales tax receipts has remained consistently flat over the last several years . With the expectation that the economy is headed in a positive direction. We expect a 9% increase over FY 17/18 as a result of more businesses entering the City.

Property Tax - \$243,000

Property Tax is derived from the assessed value of property within the City limits of Arvin. The Kern County Auditor-Controller-County Clerk levies a tax of 1% on the assessed valuation of property. The 1% is divided among all agencies in the area; the City receives between 7% and 14% of the 1% depending on the tax rate area.

The estimated calculation of regular Property Tax has been relatively straight forward. The Kern County Auditor-Controller sends out a projected change in property value to every city within the county. This year this projected change county wide is a 2.2 percent increase.

The City of Arvin is experiencing an increase in residential construction. The increase is expected to continue to into the future.

Property Tax Est. Actual 2017/2018	\$227,00.000
Estimated Growth Factor	<u> x 1.0705</u>
Total Property Tax Projected 2018/2019	\$243,000

Franchise Fees - \$412,000

The City receives from utility, cable and refuse companies a tax for the use of public access areas such as streets, sidewalks and city owned property.

ENTERPRISE FUNDS

The City has two enterprise funds, Sanitation and Transit. Revenue is derived from billing the public for services, such as wastewater processing. The following will explain to the reader how the revenues for fiscal year 2018/2019 were projected.

Sanitation - \$2,796,716.

On June 9, 2014 the City Council voted to increase the rates in anticipation of a major capital project renovations over several years, due to start in 2015 on through 2031. A study was procured by the City Council through NBS Consultants and Engineers, who detail the financial aspect of the study. Revenue was projected to be the above amount through their calculated projections. We will increase rates annually by 6%.

Transit - \$1,680,486

The transit department derives a majority of its revenue from the State of California’s Department of Transportation. These funds are disbursed locally by the Kern Council of Governments. In this fiscal year, we are due to receive the amount indicated above. We are requested two years in this year. One year is from the 2016-2017 year and the other amount is for 2017-2018.

Attachment: 2018-2019 Proposed Budget (Adopt FY 2018-2019 budget)

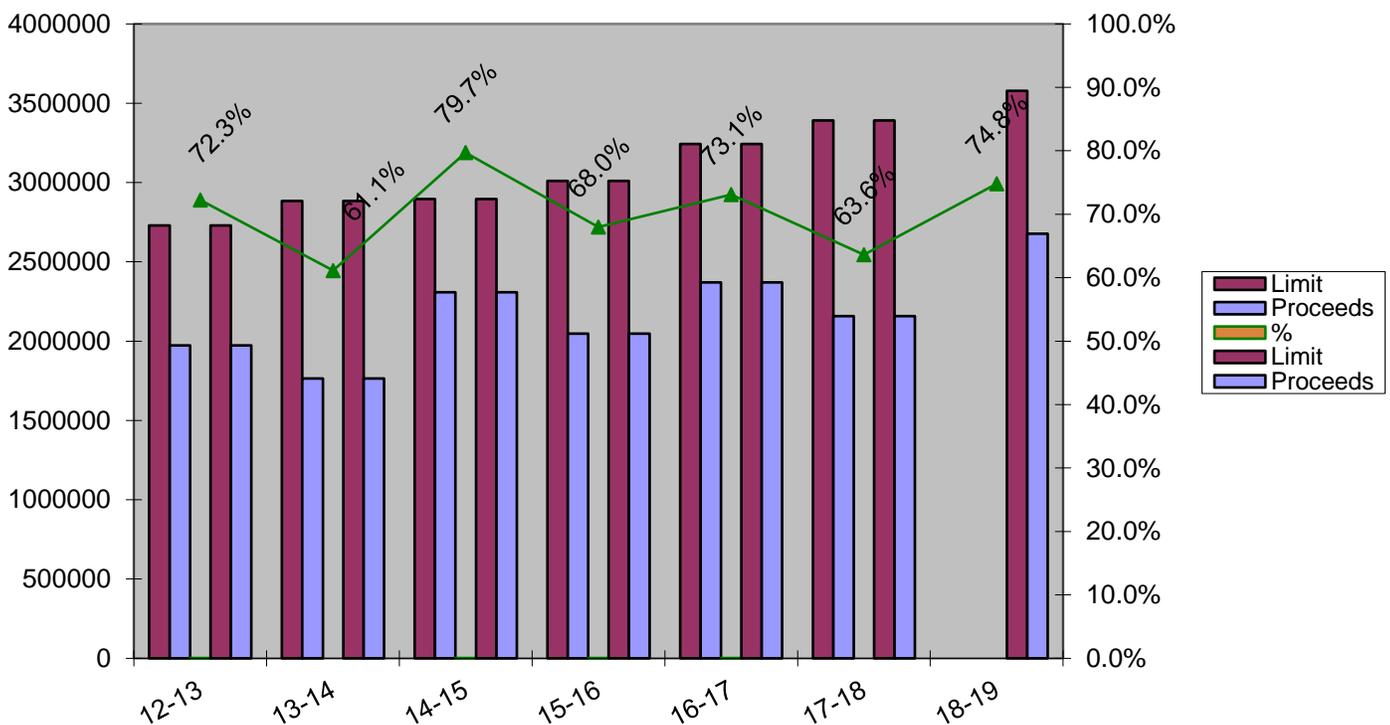
California Gann Limit Analysis for the City of Arvin - Budget Year 2018-2019

In November 1979, voters of the State of California approved Proposition 4, commonly known as the “Gann Initiative”. The Proposition created Article XIII B of the State Constitution placing limits on the amount of revenue that can be spent by all entities of government. Proposition 4 became effective for the 1980-81 fiscal year, but the formula for calculating the limit was based on the 1978-79 “base year” revenues.

The limit specifies the maximum appropriations that may be funded by proceeds of taxes. Adopted limits are to be adjusted each year by a “change factor” that is tied to growth indicators specified by the State. By applying the change factor to the prior year’s appropriation limit, a new limit is calculated for the next fiscal year. If a city receives more revenue than the appropriation limit, the revenue must be returned to the taxpayers through a tax reduction or refund.

Currently, the City is estimated to be at 74.8% of its Gann spending limit of \$3,579,034 and a total appropriation limit of \$2,678,026. This is only an estimate based on the proposed budget but indicates that the City is in a positive appropriation position and in compliance with the law.

**City of Arvin
Fiscal Year 2018/2019
Annual Spending Limitation**



PURPOSE OF THE CITY BUDGET

- Present a clear picture to Residents, Council and Staff regarding the City’s financial direction.
- Include summaries of revenues, expenditures and personnel costs.
- Provide an overview and summary of all City Funds.
- Identify Capital Improvement Projects (CIP), Special Projects, and other Discretionary Spending Items.
- Improve overall financial tracking mechanism for the City and provide a tool for heightening management’s awareness.

COUNCIL GOALS

- Priority Infrastructure and Facility Projects and improving Level of Service
- Broaden Economic Base - New and Diverse sources of Revenue to attain financial stability
- Economic Development Plan
- Enhance the Quality of Life by providing Educational & Recreational opportunities and being good environmental Stewards
- City Administration is efficient, effective, transparent and responsive
- Develop a Community Oriented Policing Strategy
- Priority Infrastructure and Facility Projects and improving Level of Service
 - Roadway Replacement, Repairs and Maintenance
 - Conversion of DiGiorgio Park from KC ownership to City.
 - Additional Sidewalks/curbs and Gutter work
 - Approval of the Annual Pavement Prioritization Plan
 - Work with Public Utility companies on Right of Way encroachments
 - CM policy on “shovel ready projects”
 - Work with SEIU to structure Public Works for roadway and facilities maintenance
- Broaden Economic Base - New/Diverse Sources of Revenue to attain financial stability
 - Reallocate revenue sources to maximize services to the community (Meas L, TDA)
 - Special Funds recommended for Capital replacement and Debit Service
 - Establishment of Ending Fund Balance policy for major funds
 - General Fund – 25%
 - Wastewater Enterprise Fund– 100%
 - Encourage new business development (new jobs)
 - Partner with emerging Cannabis Industry

- Economic Development Plan
 - Council Approved Economic Development Plan
 - Selection of Primary Members
 - Selection of Alternates
 - Committee set to start in May
 - Completion of process estimated in Feb 2019
 - Improving Economic Development
 - Develop Jewett Square infrastructure
 - Encourage new business development (new jobs).
 - Increase Sphere of Influence.
 - Add contract services capacity to meet development services demands.

- Enhance Quality of thru Educational, Recreational Opportunities, Good Environmental Stewards
 - Discuss Parks Maintenance District - Park Maintenance, Recreation, Library
 - Work with SEIU to discuss future structure of Parks and Library functions
 - Work on supporting Community College Satellite Campus under development

- City Administration – Efficient, Effective, Transparent and Responsive
 - Outreach to Citizens to discuss City Goals & objectives
 - Monthly Financial Reports

- Continue a Community Oriented Policing Strategy
 - Continue to develop our Community Services Officer
 - Partner with Schools and hire an additional School Resources Officer
 - Develop Strategic Plan for Community Oriented Policing Strategy

City of Arvin
Annual Operating Budget
Fiscal Year 2018-2019



Summary Section

Attachment: 2018-2019 Proposed Budget (Adopt FY 2018-2019 budget)



City of Arvin
Annual Operating Budget
Fiscal Year 2018-2019
 Prepared by the City Finance Department

ALL FUNDS

Revenues

	Operating Budget 2018-2019	Projected Actual 2017-2018	Diff New Bgt / LY Budget	%
GENERAL FUND REVENUES	6,249,458	7,335,079	(1,085,621)	-14.80%
ENTERPRISE FUND REVENUES	3,620,184	3,131,365	488,819	15.61%
SPECIAL FUND REVENUES	2,953,542	1,867,351	1,086,191	58.17%
CAPITAL FUNDS/GRANTS-REVENUES	4,480,752	3,212,202	1,268,550	39.49%
Total Revenues	17,303,936	15,545,997	1,757,939	11.31%

Expenditures

GENERAL FUND EXPENDITURES	6,190,909	6,928,312	(737,402)	-10.64%
ENTERPRISE FUND-EXPENDITURES	3,664,211	3,163,056	501,155	15.84%
SPECIAL FUNDS-EXPENDITURES	2,886,521	1,696,819	1,189,702	70.11%
CAPITAL FUNDS/GRANTS-EXPENDITURES	4,480,752	3,719,722	761,031	20.46%
Total Expenditures	17,222,394	15,507,909	1,714,485	11.06%

Net Increase/Decrease	81,542	38,088	3,472,424	9116.85%
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Net Increase/Decrease:

GENERAL FUND REVENUES	58,549	406,768		
ENTERPRISE FUND REVENUES	(44,027)	(31,692)		
SPECIAL FUND REVENUES	67,021	170,531		
CAPITAL FUNDS/GRANTS-REVENUES	0.00	(507,519.55)		
Total Fund Increase	81,542	38,088		

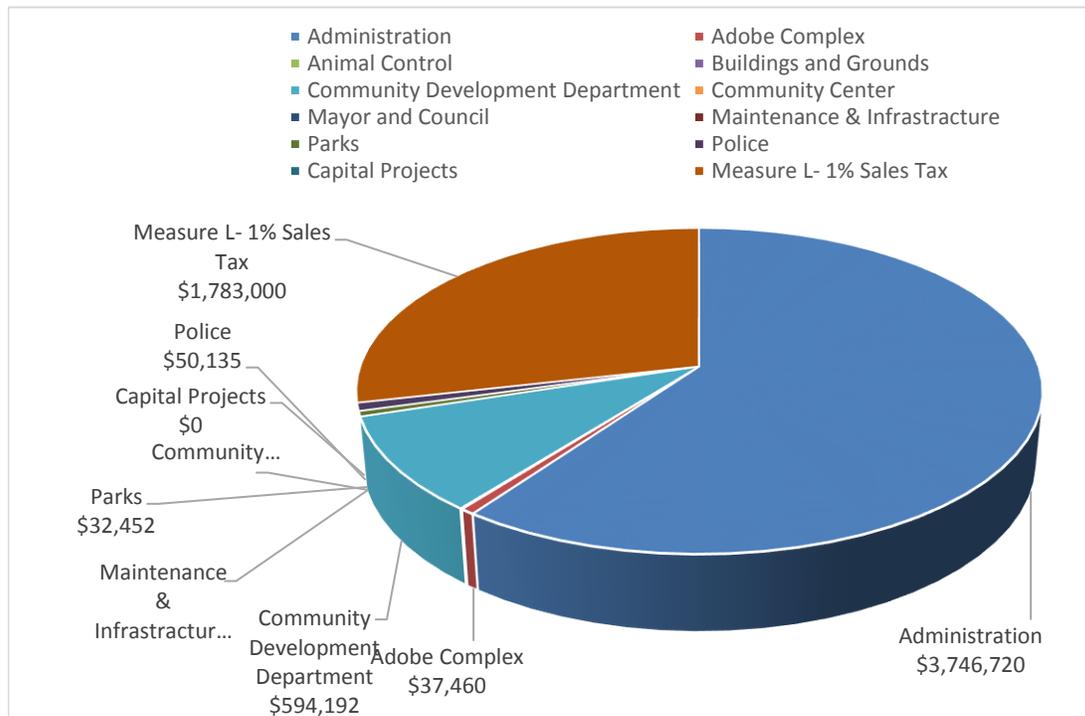
Attachment: 2018-2019 Proposed Budget (Adopt FY 2018-2019 budget)



CITY OF ARVIN
 Fiscal Year 2018-2019
General Fund
Revenues

Fund/ Dept	Description	Budget 2018-2019	Last Yr 2017-2018	Diff	%
100-001	Administration	\$3,746,720	\$4,993,592	(\$1,246,871)	#####
100-002	Adobe Complex	\$37,460	\$37,460	\$0	0.00%
100-003	Animal Control	\$4,750	\$4,750	\$0	0.00%
100-005	Buildings and Grounds	\$0	\$0	\$0	0.00%
100-007	Community Development Department	\$594,192	\$460,192	\$134,000	29.12%
100-009	Community Center	\$0	\$0	\$0	
100-011	Mayor and Council	\$0	\$0	\$0	
100-019	Maintenance & Infrastructure	\$749	\$749		0.00%
100-012	Parks	\$32,452	\$55,202	(\$22,750)	#####
100-014	Police	\$50,135	\$50,135	\$0	0.00%
100-028	Capital Projects	\$0	\$0	\$0	
100-030	Measure L- 1% Sales Tax	\$1,783,000	\$1,733,000	\$50,000	2.89%
	Total GF Revenue	6,249,458	7,335,079	(\$1,085,621)	#####

General Fund
Revenues
\$6,249,458



Attachment: 2018-2019 Proposed Budget (Adopt FY 2018-2019 budget)

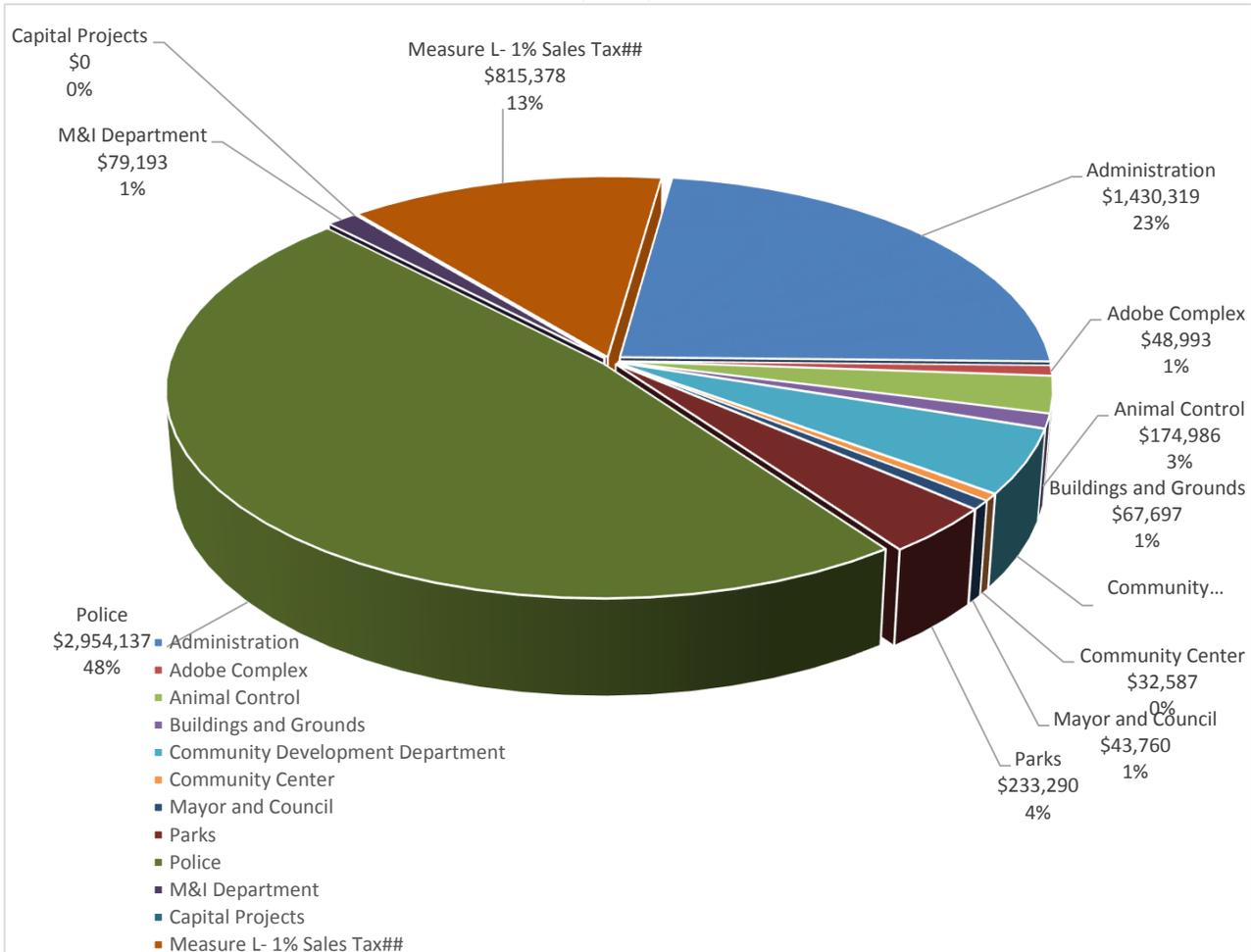


CITY OF ARVIN Fiscal Year 2018-2019 General Fund Expenditures

Fund/ Dept	Description	Budget 2018-2019	Last Yr 2017-2018	Diff	%
Expenditures					
100-001	Administration	\$1,430,319	1,614,397	184,078	-11.40%
100-002	Adobe Complex	\$48,993	63,876	14,883	-23.30%
100-003	Animal Control	\$174,986	154,671	(20,315)	13.13%
100-005	Buildings and Grounds	\$67,697	49,381	(18,316)	37.09%
100-007	Community Development Department	\$310,568	438,770	128,202	-29.22%
100-009	Community Center	\$32,587	23,904	(8,683)	36.32%
100-011	Mayor and Council	\$43,760	51,756	7,996	-15.45%
100-012	Parks	\$233,290	164,536	(68,754)	41.79%
100-014	Police	\$2,954,137	2,217,851	(736,286)	33.20%
100-019	M&I Department	\$79,193	43,333	(35,860)	82.75%
100-028	Capital Projects	\$0	667,893	667,893	-100.00%
100-030	Measure L- 1% Sales Tax##	\$815,378	1,354,770	539,392	-39.81%
Total Expenditures		6,190,909	6,845,138	654,229	-9.56%
Net Increase/Decrease					

** Balance of Measure L funds are included in Police Budget

General Fund Expenditures \$6,190,909



Attachment: 2018-2019 Proposed Budget (Adopt FY 2018-2019 budget)



City of Arvin
Annual Operating Budget
Fiscal Year 2018-2019
 Prepared by the City Finance Department

Revenues

		New Budget 2018-2019	Last Year's Budget 2017-2018	Diff	%
001	ADMINISTRATION	3,746,720	4,993,592	(1,246,871)	-25.0%
002	ADOBE COMPLEX	37,460	37,460	0	0.0%
003	ANIMAL CONTROL	4,750	4,750	0	0.0%
005	BUILDINGS AND GROUNDS	0	0	0	0.0%
007	COMMUNITY DEVELOPMENT	594,192	460,192	134,000	29.1%
009	COMMUNITY CENTER	0	0	0	0.0%
011	MAYOR AND COUNCIL	0	0	0	0.0%
012	PARKS	32,452	55,202	(22,750)	-41.2%
014	POLICE DEPARTMENT	50,135	50,135	0	0.0%
019	PUBLIC WORKS	749	749	0	0.0%
028	CAPITAL PROJECTS	0	0	0	0.0%
030	MEASURE L- 1% SALES TAX	1,783,000	1,733,000	50,000	2.9%
	Total Revenues	6,249,458	7,335,079	(1,085,621)	-14.80%

Expenditures

001	ADMINISTRATION	1,430,319	1,756,167	325,848	18.6%
002	ADOBE COMPLEX	48,993	62,112	13,118	21.1%
003	ANIMAL CONTROL	174,986	212,056	37,070	17.5%
005	BUILDINGS AND GROUNDS	67,697	67,547	(151)	-0.2%
007	BLD/PLAN/ENGINEERING	310,568	675,063	364,496	54.0%
009	SENIOR CENTER	32,587	37,024	4,438	12.0%
011	MAYOR AND COUNCIL	43,760	37,760	(6,000)	-15.9%
012	PARKS	233,290	222,142	(11,148)	-5.0%
014	POLICE DEPARTMENT	2,954,137	2,873,361	(80,776)	-2.8%
019	PUBLIC WORKS	79,193	81,277	2,084	2.6%
028	CAPITAL PROJECTS	0	0	0	0.0%
030	MEASURE L- 1% SALES TAX	815,378	903,802	88,424	9.8%
	Total Expenditures	6,190,909	6,928,312	737,402	10.64%

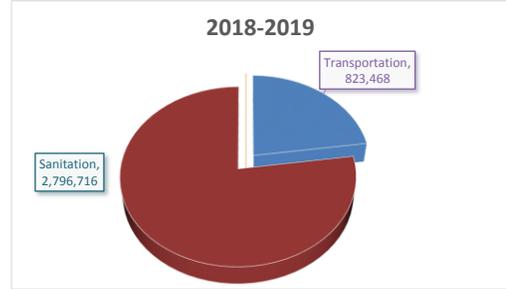
Net Increase/Decrease	58,549	406,768	(348,219)	-85.61%
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Attachment: 2018-2019 Proposed Budget (Adopt FY 2018-2019 budget)



Special Funds Compared to LY Budget

	New Budget 2018-2019	Last Year's Actual 2017-2018	Diff	%
Enterprise Revenues:				
400 Transportation	823,468	857,019	(33,551)	-3.9%
420 Sanitation	2,796,716	2,274,346	522,370	23.0%
Total Enterprise Revenues	3,620,184	3,131,365	488,819	15.6%
Expenditures:				
Transportation	823,468	823,468	0	0.0%
Sanitation	2,840,743	2,339,588	501,155	21.4%
Total Enterprise Expenditures	3,664,211	3,163,056	501,155	15.8%
Net Increase/(Decrease)	(44,027)	(31,692)	(12,336)	38.9%





City of Arvin
Annual Operating Budget
Fiscal Year 2018-2019
 Prepared by the City Finance Department

ALL FUNDS

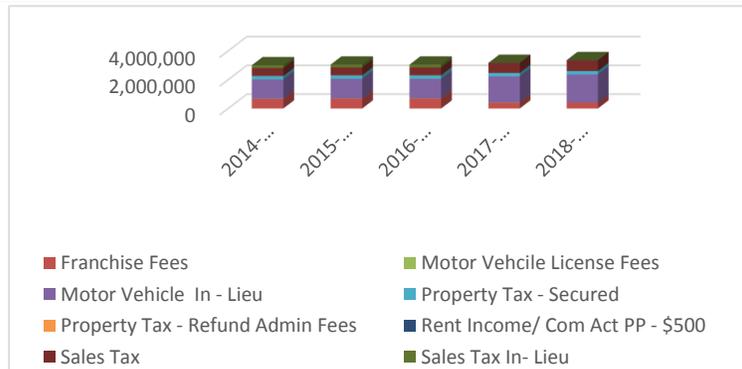
	New Budget 2018-2019	Last Year's Budget 2017-2018	Diff New Bgt / LY Budget	%
Revenues				
GENERAL FUND REVENUES	6,249,458	7,335,079	(1,085,621)	-14.80%
ENTERPRISE FUND REVENUES	3,620,184	3,131,365	488,819	15.61%
SPECIAL FUND REVENUES	2,953,542	1,867,351	1,086,191	58.17%
CAPITAL FUNDS/GRANTS-REVENUES	4,480,752	3,212,202	1,268,550	39.49%
Total Revenues	17,303,936	15,545,997	1,757,939	11.31%
Expenditures				
GENERAL FUND EXPENDITURES	6,190,909	6,928,312	(737,402)	-10.64%
ENTERPRISE FUND-EXPENDITURES	3,664,211	3,163,056	501,155	15.84%
SPECIAL FUNDS-EXPENDITURES	2,886,521	1,696,819	1,189,702	70.11%
CAPITAL FUNDS/GRANTS-EXPENDITURES	4,480,752	3,719,722	761,031	20.46%
Total Expenditures	17,222,394	15,507,909	1,714,485	11.06%
Net Increase/Decrease	81,542	38,088	3,472,424	9116.85%

Attachment: 2018-2019 Proposed Budget (Adopt FY 2018-2019 budget)



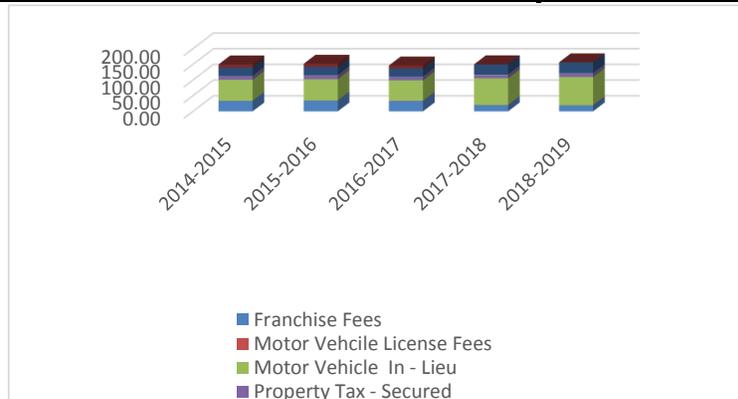
General Fund Major Revenues

Fiscal Year	2014-2015	2015-2016	2016-2017	2017-2018	2018-2019
Franchise Fees	669,732	690,000	690,000	412,000	412,000
Motor Vehicle License Fees	10,000	10,000	10,000	13,000	13,000
Motor Vehicle In - Lieu	1,342,000	1,362,000	1,362,000	1,808,000	1,950,000
Property Tax - Secured	230,000	235,000	235,000	227,000	243,000
Property Tax - Refund Admin Fees	9,500	9,500	9,500	13,000	13,000
Rent Income/ Com Act PP - \$500	6,000	6,000	6,000	6,500	6,500
Sales Tax	540,000	540,000	540,000	690,000	750,000
Sales Tax In- Lieu	200,000	200,000	200,000	5,566	5,566
Total	3,007,232	3,052,500	3,052,500	3,175,066	3,393,066



General Fund Major Revenues Per Capita

Fiscal Year	2014-2015	2015-2016	2016-2017	2017-2018	2018-2019
Franchise Fees	33.33	34.31	33.05	19.47	18.99
Motor Vehicle License Fees	0.50	0.50	0.48	0.61	0.60
Motor Vehicle In - Lieu	66.79	67.72	65.24	85.46	89.88
Property Tax - Secured	11.45	11.68	11.26	10.73	11.20
Property Tax - Refund Admin Fees	0.47	0.47	0.46	0.61	0.60
Rent Income/ Com Act PP - \$500	0.30	0.30	0.29	0.31	0.30
Sales Tax	26.88	26.85	25.87	32.61	34.57
Sales Tax In- Lieu	9.95	9.94	9.58	0.26	0.26
Total	149.67	151.77	146.22	150.07	156.39

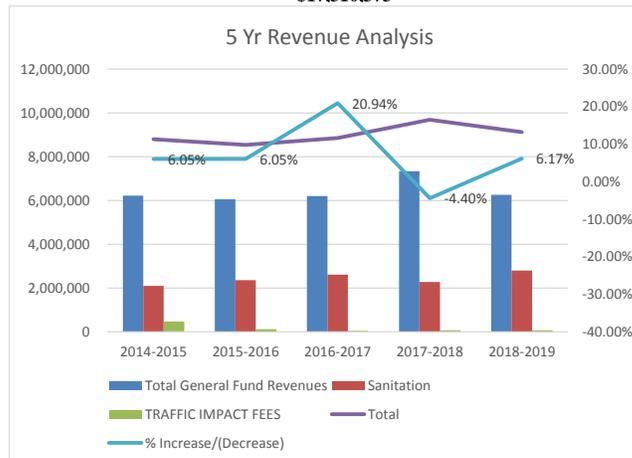


Attachment: 2018-2019 Proposed Budget (Adopt FY 2018-2019 budget)



Description	Audited	Audited	Pre Audit	Projected	Proposed
	2014-2015	2015-2016	2016-2017	2017-2018	Budget 2018-2019
100-011 Mayor and Council	\$ -	\$ -	\$ -	\$ -	\$ -
100-001 Administration	\$ 3,590,106	\$ 3,948,319	\$ 3,603,227	\$ 4,993,592	\$ 3,746,720
100-002 Adobe Complex	\$ 31,815	\$ 29,884	\$ 36,495	\$ 37,460	\$ 37,460
100-003 Animal Control	\$ 4,500	\$ 5,137	\$ 10,270	\$ 4,750	\$ 4,750
100-005 Buildings and Grounds	\$ 948	\$ -	\$ -	\$ -	\$ -
100-007 Community Development Department	\$ 470,090	\$ 374,498	\$ 401,768	\$ 460,192	\$ 594,192
100-009 Community Center	\$ 8,690	\$ 10,201	\$ 7,555	\$ 6,391	\$ 6,437
100-012 Parks	\$ 12,196	\$ 102,525	\$ 156,715	\$ 55,202	\$ 32,452
100-014 Police	\$ 106,326	\$ 136,497	\$ 224,523	\$ 50,135	\$ 50,135
100-019 Maintenance & Infrastructure	\$ 749	\$ 231	\$ 865	\$ 749	\$ 749
100-028 Capital Projects	\$ 653,630	\$ -	\$ -	\$ -	\$ -
100-030 Measure L - 1% Sales Tax	\$ 1,342,021	\$ 1,446,051	\$ 1,757,368	\$ 1,733,000	\$ 1,783,000
Total General Fund Revenues	\$ 6,221,071	\$ 6,053,343	\$ 6,198,786	\$ 7,341,470	\$ 6,255,895
220-022 TDA NON-TRANSIT	\$ -	\$ 968	\$ 478,346	\$ -	\$ 759,559
240-025 LLMD #1	\$ 55,203	\$ 148,438	\$ 60,774	\$ 97,711	\$ 97,711
242-027 LLMD #2	\$ 18,806	\$ 18,493	\$ 19,484	\$ 20,558	\$ 20,558
Total Public Works Revenues	\$ 74,009	\$ 167,899	\$ 558,604	\$ 118,269	\$ 877,828
200-020 GAS TAX	\$ 507,521	\$ 381,112	\$ 400,948	\$ 446,080	\$ 446,080
315-028 SB1 Funds Road Maintenances & Rehab	\$ -	\$ -	\$ -	\$ 27,628	\$ 427,628
230-032 COPS GRANT	\$ 102,927	\$ 39,082	\$ 149,140	\$ 194,801	\$ 100,000
231-013 ASSET FORFEITURE	\$ -	\$ 10,754	\$ 41	\$ -	\$ -
234-014 AB109	\$ 83,000	\$ 41,000	\$ 40,262	\$ 6,670	\$ 6,670
236-048 TRAFFIC OFFENDER	\$ 1,919	\$ 1,645	\$ 2,443	\$ 2,567	\$ -
248-094 FEDERAL POLICE	\$ 50,000	\$ 20,370	\$ 59,491	\$ -	\$ 24,000
291-091 TRAFFIC IMPACT FEES	\$ 471,451	\$ 119,194	\$ 43,101	\$ 71,249	\$ 71,249
293-093 PARK IMPACT FEES	\$ 97,300	\$ 43,371	\$ 32,766	\$ 110,087	\$ 110,087
300-010 ECONOMIC DEVELOPMENT LOAN	\$ -	\$ -	\$ 165,000	\$ -	\$ -
402-058 JARC OPERATIONS GRANT	\$ -	\$ -	\$ -	\$ -	\$ -
421-018 SEWER CONNECTION FEES	\$ 323,775	\$ 62,400	\$ 24,704	\$ 55,000	\$ 55,000
425-051 ENTERPRISE ZONE	\$ -	\$ -	\$ -	\$ -	\$ -
Total Special Revenues	\$ 1,637,893	\$ 718,928	\$ 917,896	\$ 914,082	\$ 1,240,714
	\$ 625,120	\$ 795,358	\$ 808,055	\$ 835,000	\$ 835,000
400-023 Transit	\$ 207,151	\$ 231,726	\$ 129,850	\$ 857,019	\$ 823,468
420-016 Sanitation	\$ 2,100,017	\$ 2,365,369	\$ 2,613,874	\$ 2,274,346	\$ 2,796,716
Total Enterprise Fund	\$ 2,307,169	\$ 2,597,095	\$ 2,743,724	\$ 3,131,365	\$ 3,620,184
215-026 TDA Article III	\$ -	\$ 117,007	\$ -	\$ 40,105	\$ 285,000
222-037 TEA	\$ -	\$ -	\$ 283	\$ -	\$ -
223-038 CMAQ-CNG STATION	\$ -	\$ -	\$ -	\$ 121,502	\$ -
221-028 VARSITY	\$ -	\$ -	\$ -	\$ -	\$ -
224-039 CAMPUS DR.-RSTP	\$ -	\$ -	\$ 99,500	\$ -	\$ -
227-028 SAFE ROUTES TO SCHOOL - ATP	\$ -	\$ -	\$ 557,986	\$ -	\$ -
238-028 STPL Franklin	\$ -	\$ -	\$ -	\$ -	\$ 502,574
243-053 PROP 1B - SIGNAL Commanche	\$ -	\$ -	\$ 499	\$ -	\$ -
244-028 PROP 84 - SYCAMORE DRAINAGE	\$ 66,000	\$ 72,807	\$ 77,611	\$ 1,955,774	\$ 1,980,658
246-060 PTMISEA GRANT - Fence & Solar	\$ 634,793	\$ -	\$ 194,572	\$ -	\$ -
250-035 CDBG	\$ 67,223	\$ -	\$ 640,256	\$ 1,000	\$ -
252-028 HSIP - DERBY SIGNAL LIGHT	\$ -	\$ 9,875	\$ 16,823	\$ 104,264	\$ 95,153
257-028 JEWETT SQUARE	\$ 178,000	\$ (749)	\$ 37,720	\$ 782,365	\$ -
303-073 CalFire Urban Forestry	\$ -	\$ -	\$ -	\$ -	\$ 195,147
316-028 ATP Franklin Complete	\$ -	\$ -	\$ -	\$ -	\$ 350,000
320-028 CMAQ Sidewalk/Gutters - Derby St	\$ -	\$ -	\$ -	\$ -	\$ 385,615
228-078 Cal Trans Complete Streets Planning	\$ -	\$ -	\$ -	\$ -	\$ 158,858
302-072 Urban Greening/Pathways Greener Arvin	\$ -	\$ -	\$ -	\$ -	\$ 527,747
403-059 PROP 1B SURVEILLANCE SYSTEM	\$ -	\$ -	\$ -	\$ -	\$ -
404-062 PROP 84 - GITS PARK	\$ -	\$ -	\$ 2,776,409	\$ 4,100	\$ -
405-063 PTMISEA Park & Ride	\$ 500,000	\$ -	\$ 103,898	\$ 145,894	\$ (0)
Total Grant Revenue	\$ 1,446,016	\$ 198,940	\$ 4,505,557	\$ 3,155,004	\$ 4,480,752
Total Revenue	\$ 12,311,277	\$ 10,531,564	\$ 15,732,622	\$ 15,495,189	\$ 17,310,373

Revenues
\$17,310,373



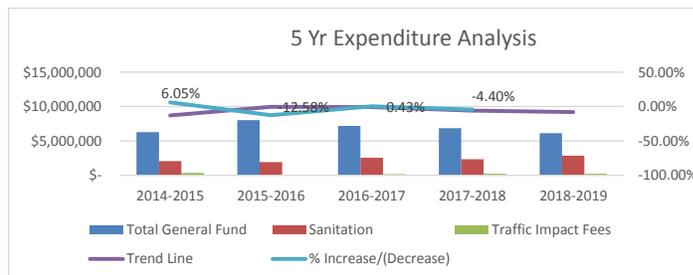
Attachment: 2018-2019 Proposed Budget (Adopt FY 2018-2019 budget)



Description	Projected				
	Audited 2014-2015	Audited 2015-2016	Pre Audit 2016-2017	Actual 2017-2018	Preliminary 2018-2019
100-011 Mayor and Council	\$ 30,093	\$ 40,232	\$ 46,450	\$ 37,760	\$ 43,760
100-001 Administration	\$ 833,630	\$ 3,529,502	\$ 1,823,079	\$ 1,756,167	\$ 1,430,319
100-002 Adobe Complex	\$ 43,327	\$ 66,689	\$ 63,063	\$ 62,112	\$ 62,112
100-003 Animal Control	\$ 152,635	\$ 146,615	\$ 222,044	\$ 212,056	\$ 174,986
100-005 Buildings and Grounds	\$ 56,507	\$ 58,162	\$ 58,825	\$ 67,547	\$ 67,697
100-007 Community Development Department	\$ 332,886	\$ 515,257	\$ 641,349	\$ 675,063	\$ 310,568
100-009 Community Center	\$ 26,783	\$ 61,495	\$ 22,787	\$ 43,415	\$ 32,587
100-012 Parks	\$ 109,959	\$ 160,263	\$ 274,996	\$ 222,142	\$ 233,290
100-014 Police	\$ 2,185,948	\$ 2,321,659	\$ 2,787,283	\$ 2,873,361	\$ 2,954,137
100-028 Capital Projects	\$ 668,851	\$ 351,717	\$ 263,982	\$ -	\$ -
100-030 Measure L- 1% Sales Tax	\$ 1,834,671	\$ 785,787	\$ 971,331	\$ 903,802	\$ 815,378
Total General Fund	\$ 6,275,290	\$ 8,037,378	\$ 7,175,189	\$ 6,853,426	\$ 6,124,835
100-019 Public Works	\$ 7,080	\$ 35,059	\$ 127,852	\$ 81,277	\$ 79,193
220-022 TDA NON-TRANSIT	\$ 2,653	\$ 9,460	\$ 323,590	\$ 7,684	\$ 691,949
240-025 LLMD #1	\$ 63,133	\$ 91,264	\$ 113,513	\$ 107,207	\$ 107,292
242-027 LLMD #2	\$ 15,976	\$ 20,864	\$ 24,918	\$ 17,741	\$ 17,748
Total Public Works	\$ 88,843	\$ 156,647	\$ 589,873	\$ 213,908	\$ 896,182
200-020 Gas Tax	\$ 528,815	\$ 575,755	\$ 625,595	\$ 555,936	\$ 496,232
403-059 SB1 Funds Road Maintenances & Rehab					\$ 427,628
230-032 COPS Grant	\$ 116,520	\$ 19,668	\$ 101,812	\$ 115,133	\$ 187,250
231-013 Asset Forfeiture	\$ -	\$ -	\$ -	\$ -	\$ -
234-014 AB 109	\$ 56,944	\$ 10,028	\$ 26,127	\$ 6,670	\$ 6,670
236-048 Traffic Offender	\$ -	\$ -	\$ -	\$ -	\$ -
248-094 Federal COPS Grant	\$ 27,879	\$ 21,797	\$ 56,533	\$ -	\$ 24,000
291-091 Traffic Impact Fees	\$ 363,422	\$ -	\$ 185,761	\$ 228,113	\$ 226,856
293-093 Park Impact Fees	\$ -	\$ -	\$ 12,500	\$ -	\$ 51,928
300-010 Economic Development Loan	\$ -	\$ -	\$ 165,000	\$ -	\$ -
402-058 JARC Operations	\$ 44,819	\$ 45,001			
421-018 Sewer Connections	\$ -	\$ -	\$ 55,000	\$ 81,637	\$ 81,077
425-051 Enterprise Zone	\$ 770	\$ 947			
Total Special Projects	\$ 1,139,169	\$ 673,196	\$ 1,228,328	\$ 987,489	\$ 1,501,641
	\$ 553,545	\$ 556,070	\$ 558,146	\$ 547,891	\$ 567,891
400-023 Transit	\$ 520,684	\$ 624,634	\$ 867,796	\$ 857,019	\$ 823,468
420-016 Sanitation	\$ 2,066,401	\$ 1,920,127	\$ 2,554,153	\$ 2,339,588	\$ 2,840,743
Total Enterprise Fund	\$ 2,587,085	\$ 2,544,761	\$ 3,421,949	\$ 3,196,607	\$ 3,664,211
215-026 TDA Article III		\$ -	\$ -	\$ 40,105	\$ 285,000
222-037 TEA	\$ 7,453	\$ 3,392		\$ -	\$ -
223-038 CMAQ-CNG STATION		\$ 1,485	\$ 12,968	\$ 23,330	
221-028 VARSITY	\$ -	\$ -	\$ -	\$ 6,284	\$ -
224-039 CAMPUS DR.-RSTP			\$ 81,740	\$ -	\$ -
227-028 SAFE ROUTES TO SCHOOL - ATP		\$ -	\$ 87,000	\$ -	\$ -
243-053 STPL Franklin		\$ -	\$ -	\$ -	\$ -
244-028 PROP 1B - SIGNAL Commanche	\$ 1,595,531	\$ 36,932	\$ 77,611	\$ 1,955,774	\$ 1,980,658
246-060 PROP 84 - SYCAMORE DRAINAGE	\$ 1,206	\$ 26,009	\$ 192,515	\$ 8,383	\$ -
25-035 PTMISEA GRANT - Fence & Solar	\$ -	\$ 71,974	\$ 723,336	\$ -	\$ -
252-028 CDBG	\$ 9,000	\$ 3,335	\$ 169,081	\$ 150,648	\$ 95,153
303-073 HSIP - DERBY SIGNAL LIGHT	\$ -	\$ -	\$ -	\$ 2,794	\$ 195,147
316-028 JEWETT SQUARE	\$ -	\$ -	\$ -	\$ -	\$ 350,000
320-028 CalFire Urban Forestry	\$ -	\$ -	\$ -	\$ -	\$ 385,615
228-078 ATP Franklin Complete	\$ -	\$ -	\$ -	\$ 2,739	\$ 158,858
302-072 CMAQ Sidewalk/Gutters - Derby St	\$ -	\$ -	\$ -	\$ -	\$ 527,747
315-028 Cal Trans Complete Streets Planning	\$ -	\$ -	\$ -	\$ 27,628	\$ 427,628
257-028 Urban Greening/Pathways Greener Arvin	\$ 178,000	\$ 236,582	\$ 4,129,078	\$ 782,365	\$ -
404-062 PROP 1B SURVEILLANCE SYSTEM	\$ -	\$ 1,750,000	\$ -	\$ 418,417	
405-063 PROP 84 - GITS PARK	\$ 1,206	\$ 26,009	\$ 147,934	\$ 145,894	\$ -
Total Grant Expenditure	\$ 1,792,396	\$ 2,155,718	\$ 5,621,263	\$ 3,564,362	\$ 4,405,806
Total Expenditures	\$ 12,436,327	\$ 14,123,770	\$ 18,594,748	\$ 15,363,682	\$ 17,160,566

Attachment: 2018-2019 Proposed Budget (Adopt FY 2018-2019 budget)

Expenditures
17,160,566.03



City of Arvin
Annual Operating Budget
Fiscal Year 2018-2019



Departmental Operating Budgets

Attachment: 2018-2019 Proposed Budget (Adopt FY 2018-2019 budget)



CITY OF ARVIN

Fiscal Year 2018-2019

Annual Operating Budget

GENERAL & ENTERPRISE FUNDS

Budget Pg / Fnd		Fund Balance 6/30/2017	10 Months Actual Revenues 2017-2018	10 Months Actual Expenditures 2017-2018	Projected Revenues 2017-2018	Projected Expenditures 2017-2018	Increase/ (Decrease) to Fund	Estimated Fund Balance 6/30/2018	Proposed Budgeted Revenues 2018-2019	Proposed Budgeted Expenditures 2018-2019	Increase/ (Decrease) to Fund	Projected Fund Balance 6/30/2018	
GENERAL FUND													
54 / 100-001	Administration		\$ 1,996,793	\$ 1,141,198	\$ 4,993,592	\$ 1,756,167	\$ 3,237,425		\$ 3,746,720	\$ 1,430,319	2,316,401		
57 / 100-002	Adobe Complex		\$ 28,095	\$ 42,137	37,460	62,112	\$ (24,652)		37,460	48,993	(11,533)		
71 / 100-003	Animal Control		\$ 2,965	\$ 116,494	4,750	212,056	\$ (207,306)		4,750	174,986	(170,236)		
59 / 100-005	Building & Grounds		\$ -	\$ 39,035	0	67,547	\$ (67,547)		0	67,697	(67,697)		
61 / 100-007	Community Development		\$ 265,976	\$ 481,252	460,192	675,063	\$ (214,871)		594,192	310,568	283,624		
64 / 100-009	Community Center		\$ -	\$ 22,787	0	37,024	\$ (37,024)		0	32,587	(32,587)		
52 / 100-011	Mayor & Council		\$ -	\$ 26,785	0	37,760	\$ (37,760)		0	43,760	(43,760)		
66 / 100-012	Parks		\$ 53,684	\$ 158,992	55,202	222,142	\$ (166,940)		32,452	233,290	(200,838)		
68 / 100-014	Police		\$ 68,668	\$ 2,023,757	50,135	2,873,361	\$ (2,823,227)		50,135	2,954,137	(2,904,003)		
79 / 100-019	Public Works		\$ 397	\$ 60,958	749	81,277	\$ (80,528)		749	79,193	(78,444)		
75 / 100-030	Measure L - 1% Tax		\$ 1,126,629	\$ 230,082	1,733,000	903,802	\$ 829,198		1,783,000	815,378	967,622		
73 / 100-028	Capital Projects		\$ -	\$ 263,982	0	0	\$ -		0	0	-		
Total General Fund		(1,100,000)	3,543,207	4,607,459	7,335,079	6,928,312	406,768	(693,232)	6,249,458	6,190,909	58,549	(634,683)	
		ESTIMATED								-10%			
ENTERPRISE FUND													
112 / 400-023	Transit	757,836	108,981	867,796	857,019	823,468	\$ 33,551	791,387	823,468	823,468	0	791,387	
115 / 420-016	Sanitation	4,293,255	1,716,088	1,292,233	2,274,346	2,339,588	\$ (65,242)	4,228,013	2,796,716	2,840,743	(44,027)	4,183,986	
Total Enterprise Fund		5,051,092	1,825,069	2,160,029	3,131,365	3,163,056	(31,692)	5,019,400	3,620,184	3,664,211	(44,027)	4,975,373	

Attachment: 2018-2019 Proposed Budget (Adopt FY 2018-2019 budget)



CITY OF ARVIN
 Fiscal Year 2018-2019
 Detail of General Fund Departments
Annual Operating Budget
SPECIAL REVENUE FUNDS

Budget Pg / Fnd		Fund Balance 6/30/2017	Projected Revenues 2017-2018	Projected Expenditures 2017-2018	Increase/ (Decrease) to Fund	Estimated Fund Balance 6/30/2018	Proposed Budgeted Revenues 2018-2019	Proposed Budgeted Expenditures 2018-2019	Increase/ (Decrease) to Fund	Projected Fund Balance 6/30/2018
	SPECIAL REVENUES									
87 / 200-020	STATE GAS TAX	197,758	446,080	555,936	\$ (109,856)	87,902	446,080	496,232	(50,152)	37,750
81 / 220-022	TDA NON-TRANSIT	119,439	0	7,684	\$ (7,684)	111,755	759,559	691,949	67,610	179,365
90 / 230-032	STATE COPS GRANT	19,416	194,801	115,133	\$ 79,668	99,084	100,000	187,250	(87,250)	11,835
315-028	SB1 ROAD MAINTENANCE & REHAB		27,628	27,628	\$ -	0	427,628	427,628	0	0
92 / 231-013	ASSET FORFEITURE	10,753	0	0	\$ -	10,753	0	0	0	10,753
93 / 234-014	AB109	14,932	6,670	6,670	\$ -	14,932	6,670	6,670	0	14,932
95 / 236-048	TRAFFIC OFFENDER	6,111	2,567	0	\$ 2,567	8,678	0	0	0	8,678
83 / 240-025	LLMD #1	112,145	97,711	107,207	\$ (9,496)	102,649	97,711	107,292	(9,581)	93,068
85 / 242-027	LLMD #2	29,232	20,558	17,741	\$ 2,817	32,049	20,558	17,748	2,810	34,859
96 / 248-094	FEDERAL POLICE	(1,364)	0	0	\$ -	(1,364)	24,000	24,000	0	(1,364)
100 / 300-010	ECONOMIC DEVELOPMENT LOAN	0	0	0	\$ -	0	0	0	0	0
98 / 291-091	TRAFFIC IMPACT FEES	1,206,914	71,249	228,113	\$ (156,864)	1,050,050	71,249	226,856	(155,607)	894,443
99 / 293-093	PARK IMPACT FEES	325,632	110,087	0	\$ 110,087	435,719	110,087	51,928	58,159	493,877
101 / 402-058	JARC OPERATIONS GRANT	0	0	0	\$ -	0	0	0	0	0
102 / 421-018	SEWER CONNECTION FEES	822,130	55,000	81,637	\$ (26,637)	795,493	55,000	81,077	(26,077)	769,416
103 / 425-051	ENTERPRISE ZONE	0	0	1,180	\$ (1,180)	(1,180)	0	0	0	(1,180)
107 / 450-070	SUCCESSOR AGENCY	(3,516,643)	835,000	547,891	\$ 287,109	(3,229,534)	835,000	567,891	267,109	(2,962,425)
	TOTAL SPECIAL REVENUE FUND	(653,545)	1,867,351	1,696,819	\$ 170,531	(483,013)	2,953,542	2,886,521	67,021	(415,993)

Budget Pg / Fnd		Fund Balance 6/30/2017	Projected Revenues 2017-2018	Projected Expenditures 2017-2018	Increase/ (Decrease) to Fund	Estimated Fund Balance 6/30/2018	Proposed Budgeted Revenues 2018-2019	Proposed Budgeted Expenditures 2018-2019	Increase/ (Decrease) to Fund	Projected Fund Balance 6/30/2018
	CAPITAL FUNDS									
119 / 222-037	TEA	991	0	0	\$ -	991	\$ -	\$ -	\$ -	991
120 / 223-038	CMAQ - CNG Station	(362)	64,000	23,330	\$ 40,670	40,308	\$ -	\$ -	\$ -	40,308
121 / 224-039	RSTP - Campus Drive	(166,788)	0	0	\$ -	(166,788)	\$ -	\$ -	\$ -	(166,788)
124 / 243-053	PROP 1B - SIGNAL Commanche	0	0	0	\$ -	0	\$ -	\$ -	\$ -	0
/ 238-028	STPL FRANKLIN PROJECT		0	25,989	\$ (25,989)	(25,989)	\$ 502,574	\$ 502,574	\$ -	(25,989)
/ 316-028	ATP Franklin Complete						\$ 350,000	\$ 350,000	\$ -	0
/ 320-028	CMAQ Sidewalk/Gutters – Derby St				\$ -	0	\$ 385,615	\$ 385,615	\$ -	0
/ 228-078	Cal Trans Complete Streets Planning						\$ 158,858	\$ 158,858	\$ -	0
/ 303-073	CALFIRE Urban Forestry						\$ 195,147	\$ 195,147	\$ -	0
/ 302-072	Urban Greening/Pathways Greener Arvin						\$ 527,747	\$ 527,747	\$ -	0
126 / 246-060	PTMISEA GRANT - Fence & Solar	5,578	0	8,383	\$ (8,383)	(2,806)	\$ -	\$ -	\$ -	(2,806)
127 / 250-035	CDBG	(167,772)	1,000	0	\$ 1,000	(166,772)	\$ -	\$ -	\$ -	(166,772)
130 / 257-028	JEWETT SQUARE	4,660,345	782,365	782,365	\$ -	4,660,345	\$ -	\$ -	\$ -	4,660,345
/ 221-028	VARSIITY	(539,159)				(539,159)	\$ -	\$ -	\$ -	(539,159)
122 / 227-028	SAFE ROUTES TO SCHOOL - ATP	6,143	0	0	\$ -	6,143	\$ -	\$ -	\$ -	6,143
/ 215-026	TDA ARTICLE III - DIGIORGIO	0.00	40,105	40,105	\$ -	(539,159)	\$ 285,000	\$ 285,000	\$ -	(539,159)
128 / 252-028	HSIP - DERBY SIGNAL LIGHT	0	104,264	150,648	\$ (46,384)	(46,384)	\$ 95,153	\$ 95,153	\$ -	(46,384)
125 / 244-028	PROP 84 - SYCAMORE DRAINAGE	0	1,955,774	1,955,774	\$ -	0	\$ 1,980,658	\$ 1,980,658	\$ -	0
/ 305-014	PD PLUG IN VEHICLES		178,700	168,816	\$ 9,884	9,884	\$ -	\$ -	\$ -	9,884
132 / 403-023	PROP 1B SURVEILLANCE SYSTEM	91,376	0	0	\$ -	91,376	\$ -	\$ -	\$ -	91,376
133 / 404-062	PROP 84 - GITS PARK	(136,909)	4,100	418,417	\$ (414,317)	(551,226)	\$ -	\$ -	\$ -	(551,226)
/ 405-063	PTMISEA GRANT - PARK & RIDE		145,894	145,894	\$ -	0	\$ (0)	\$ -	\$ (0)	0
00 / 407-058	JARC CAPITAL GRANT	0			\$ -	0	\$ -	\$ -	\$ 0	0
	TOTAL CAPITAL FUNDS	3,753,444	3,212,202	3,719,722	(443,520)	2,770,766	4,480,752	4,480,752	(0)	2,770,766
	TOTAL FUND BALANCE	7,050,991	15,545,997	15,507,909	102,088	6,613,920	17,303,936	17,222,394	81,542	6,695,462

Attachment: 2018-2019 Proposed Budget (Adopt FY 2018-2019 budget)

City of Arvin
Annual Operating Budget
Fiscal Year 2018-2019



General Fund Departmental Budget

Attachment: 2018-2019 Proposed Budget (Adopt FY 2018-2019 budget)



CITY OF ARVIN
2017-2018 Operating Budget

MAYOR AND COUNCIL
GENERAL FUND

DEPARTMENT DESCRIPTION:

The City of Arvin has a Council- Manager form of government, where voters elect a four - member City Council to four - year staggered terms. The Mayor is elected separately from the council to four - year terms as well. The City Council appoints a City Manager to conduct the day - to - day administrative operations of the City. The City Council is the legislative authority and sets the policies under which the City operates. The City Council enacts ordinances and resolutions and appropriating the funds necessary to provide service to the City's residents. The Council provides leadership through policy development and establishes the current and future direction of the City. The City Council convenes regularly on the second and fourth Tuesday of each month.

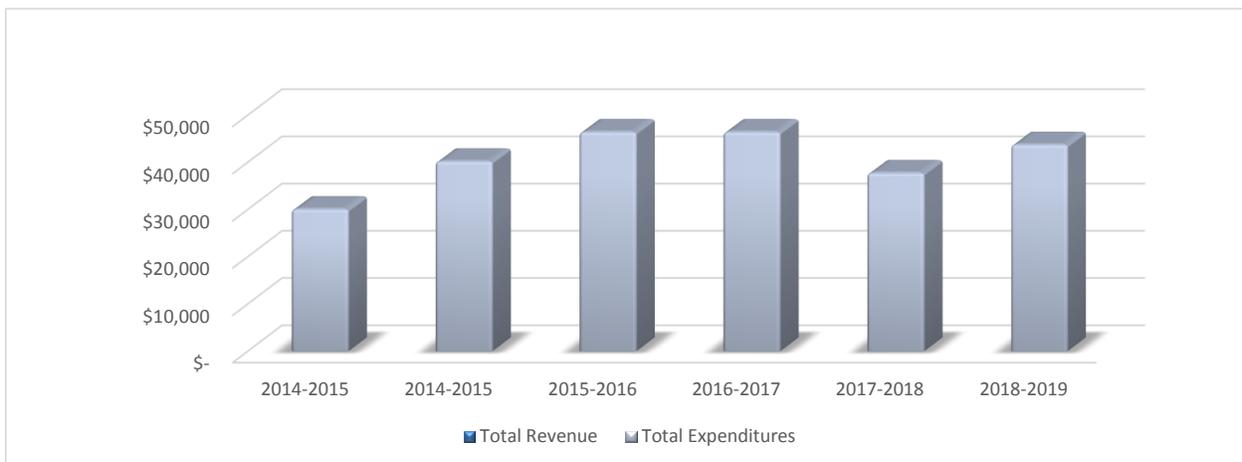
FISCAL YEAR OBJECTIVES:

Fiscal Year Objectives

See council goals listed in the Budget Preface section on page 33.

FUND NO. : 100	Audited	Audited	Audited	Pre Audit	Projected	Proposed	
DEPT NO.: 011	Account	2014-2015	2014-2015	2016	2016-2017	2017-2018	Budget
		2014-2015	2014-2015	2016	2016-2017	2017-2018	2018-2019
Total Revenue	\$	-	-	-	-	-	-
Total Salary and Benefits	\$	25,558	25,720	23,728	23,728	24,434	24,434
Total Operating Expenses	\$	4,535	14,512	22,722	22,722	13,326	19,326
Total Expenditures	\$	30,093	40,232	46,450	46,450	37,760	43,760
Total Surplus or (Deficit)	\$	(30,093)	(40,232)	(46,450)	(46,450)	(37,760)	(43,760)

BUDGET SUMMARY



Attachment: 2018-2019 Proposed Budget (Adopt FY 2018-2019 budget)



CITY OF ARVIN
2018-2019 Operating Budget

MAYOR AND COUNCIL
GENERAL FUND

FUND NO. : 100		Audited	Audited	Pre Audit	Projected	Proposed
DEPT NO.: 011	Account	2014-2015	2015-2016	2016-2017	2017-2018	Budget
		2018-2019				
REVENUE						
		\$ -				\$ -
Total Revenue		\$ -	\$ -	\$ -	\$ -	\$ -
EXPENDITURES						
Salaries - Full-time	5001	\$ 23,170	\$ 21,780	\$ 21,106	\$ 21,600	\$ 21,600
Salaries - Part-time	5004	\$ -	\$ -	\$ -	\$ -	\$ -
Payroll Taxes	5009	\$ 1,773	\$ 1,667	\$ 1,705	\$ 1,652	\$ 1,652
CalPERS	5011	\$ 88	\$ 227	\$ 374	\$ 741	\$ 741
Workman Comp	5014	\$ 528	\$ 2,046	\$ 543	\$ 441	\$ 441
Total Salary and Benefits		\$ 25,558	\$ 25,720	\$ 23,728	\$ 24,434	\$ 24,434
Office Supplies	5016	\$ 177	\$ 43	\$ 9,124	\$ 5,117	\$ 5,117
Electronic Allowance	5046	\$ -	\$ -	\$ -	\$ -	\$ -
Community Contributions	5046	\$ -	\$ -	\$ 17	\$ -	\$ -
Council Costs - Interpreter	5051	\$ 3,765	\$ 4,096	\$ 4,320	\$ 4,000	\$ 6,000
Medical Insurance	5015	\$ -	\$ -	\$ -	\$ -	\$ -
Legal Services	5018	\$ -	\$ -	\$ -	\$ -	\$ -
Administrative Services	5032	\$ -	\$ -	\$ -	\$ -	\$ -
Telephone	5056	\$ -	\$ -	\$ -	\$ -	\$ -
Travel & Conference	5058	\$ 593	\$ 3,645	\$ 9,061	\$ 4,209	\$ 8,209
Sister Cities Project		\$ -	\$ -	\$ -	\$ -	\$ -
Dues & Subscriptions/Leag of Ca Cities	5062	\$ -	\$ 6,728	\$ 200	\$ -	\$ -
Total Operating Expenses		\$ 4,535	\$ 14,512	\$ 22,722	\$ 13,326	\$ 19,326
Total Expenditures		\$ 30,093	\$ 40,232	\$ 46,450	\$ 37,760	\$ 43,760
Total Surplus or (Deficit)		\$ (30,093)	\$ (40,232)	\$ (46,450)	\$ (37,760)	\$ (43,760)

Attachment: 2018-2019 Proposed Budget (Adopt FY 2018-2019 budget)



CITY OF ARVIN
2018-2019 Operating Budget

ADMINISTRATION
GENERAL FUND

DEPARTMENT DESCRIPTION:

The City Manager, City Clerk, Finance Director and admin staff are included in this department. Many of the costs to run the general City operations are recorded in this department. The majority of the revenue for the City is received in this department. Sales Tax, Property Tax and Franchise Fees represent the majority of the revenue received for the City each year. These revenues provide support to other department funds that are not sufficient to pay for their operating expenses.

FISCAL YEAR OBJECTIVES:

- Fiscal Year Objectives
- Develop Financial Plan.
- Enhance financial stability to account for the needs of the City.
- Council with regular updates on progress.
- adult education classes (i.e. ESL, GED, literacy); job training

FUND NO. : 100	Account	Audited 2014-2015	Audited 2015-2016	Pre Audit 2016-2017	Projected 2017-2018	Proposed Budget 2018-2019
REVENUE						
REVENUE		\$ 3,190,106	\$ 3,195,033	\$ 3,603,227	\$ 3,993,592	\$ 3,746,720
Transfer in Sewer Funds Reimbursement		\$ 400,000	\$ 753,286	\$ -	\$ 1,000,000	\$ -
Total Revenue		\$ 3,590,106	\$ 3,948,319	\$ 3,603,227	\$ 4,993,592	\$ 3,746,720
EXPENDITURES						
Salary and Benefits		\$ 378,786	\$ 515,156	\$ 832,496	\$ 821,809	\$ 695,538
All Other Operating Expenses		\$ 438,844	\$ 1,241,324	\$ 990,583	\$ 889,358	\$ 689,781
Capital Expense		\$ 16,000	\$ 29,699	\$ -	\$ 45,000	\$ 45,000
Transfers Out		\$ -	\$ 1,743,323	\$ -	\$ -	\$ -
Total Operating Expense		\$ 454,844	\$ 3,014,346	\$ 990,583	\$ 934,358	\$ 734,781
Total Expenditures		\$ 833,630	\$ 3,529,502	\$ 1,823,079	\$ 1,756,167	\$ 1,430,319
Total Surplus or (Deficits)		\$ 2,756,476	\$ 418,817	\$ 1,780,148	\$ 3,237,425	\$ 2,316,401
Capital Expenditures						

BUDGET SUMMARY



Attachment: 2018-2019 Proposed Budget (Adopt FY 2018-2019 budget)



CITY OF ARVIN
2018-2019 Operating Budget

ADMINISTRATION
GENERAL FUND

FUND NO. : 100		Audited	Audited	Pre Audit	Projected	Proposed
DEPT NO. : 001	Account	2014-2015	2015-2016	2016-2017	2017-2018	2018-2019
REVENUE						
Administrative Services	4001	\$ 140,000	\$ 133,703	258,280	279,442	279,442
Business License Fee/ \$50	4013	\$ 32,089	\$ 31,936	32,467	38,152	38,152
Business License Prior Periods	4014	\$ 117	\$ 275	274	279,442	0
SB1186 City/ \$0.70	4017	\$ 424	\$ 432	446	661	661
Peddler Licenses/ \$10 per Day	4021	\$ 2,310	\$ 2,040	1,560	907	907
Business License Late Fee	4023	\$ 1,692	\$ 4,051	1,750	792	792
Electric Franchise Agreement	4030	\$ 105,000	\$ 114,948	116,401	115,000	115,000
Sanitation Franchise Agreement	4033	\$ 271,732	\$ 225,937	115,262	0	0
Refuse Franchise-Mountainside	4038	\$ 220,000	\$ 274,694	253,653	275,000	275,000
Gas Franchise -Agreement	4039	\$ 40,000	\$ 29,804	21,414	22,000	22,000
Interest	4040	\$ 11	\$ 35,205	(17)	0	0
Subpoena Revenue	4041	\$ -	\$ 275	0	0	0
Miscellaneous Grant Revenue	4049	\$ 461	\$ -	2,000	0	0
Miscellaneous Revenue	4054	\$ -	\$ 310	180,811	500	500
Motor Vehicle License Fees	4056	\$ 10,000	\$ 8,115	9,398	13,000	13,000
Motor Vehicle In-Lieu	4057	\$ 1,342,000	\$ 1,439,942	1,576,836	1,808,000	1,950,000
Property Tax - Secured	4064	\$ 230,000	\$ 173,278	224,987	227,000	243,000
Property Tax-Unsecured	4066	\$ -	\$ -	0	0	0
Property Tax - Transfers	4068	\$ 9,500	\$ 13,900	18,167	13,000	13,000
Sale of Fixed Assets	4069	\$ -	\$ -	108	200	200
Rebates	4070	\$ -	\$ -	0	85,259	0
Rent Income/ Com Act PP-\$500/mo	4072	\$ 6,000	\$ 7,301	5,280	6,500	6,500
Sale of Fixed Assets	4076	\$ -	\$ -	7,237	0	0
Sales Tax	4078	\$ 540,000	\$ 626,980	667,262	690,000	750,000
Sales Tax in-lieu	4079	\$ 200,000	\$ 33,755	90,194	0	0
CA Beverage Recycling Grant	4095	\$ 5,620	\$ 5,605	5,421	5,566	5,566
TV Cable Franchise Agreement	4098	\$ 33,000	\$ 32,187	13,666	33,000	33,000
Home OCC Fee	4101	\$ 150	\$ 275	320	170	0
Bank Fees Paid from NSF	4149	\$ -	\$ 85	50	0	0
Economical Development	4165	\$ -	\$ -	0	100,000	0
Transfers in Transit or Sanitation Funds	4099	\$ 400,000	\$ 753,286	0	1,000,000	0
Total Revenue		\$ 3,590,106	\$ 3,948,319	3,603,227	4,993,592	3,746,720

Attachment: 2018-2019 Proposed Budget (Adopt FY 2018-2019 budget)



CITY OF ARVIN
2018-2019 Operating Budget

ADMINISTRATION
GENERAL FUND

FUND NO. : 100		Audited	Audited	Pre Audit	Projected	Proposed Budget
DEPT NO. : 001	Account	2014-2015	2015-2016	2016-2017	2017-2018	2018-2019
EXPENDITURES						
Salary - Full-time	5001	\$ 296,683	\$ 396,553	637,824	627,040	628,488
Salary - Contract Labor	5002	\$ 3,663	\$ -	0	0	0
Salary - Overtime	5003	\$ 2,765	\$ 15,340	10,447	4,999	8,259
Payroll Taxes	5009	\$ 18,328	\$ 27,444	66,273	56,771	48,711
CalPERS	5011	\$ 25,165	\$ 31,069	56,139	51,103	59,041
Medical Insurance	5015	\$ 32,182	\$ 44,750	61,813	81,897	101,038
Salary/Benefit Concessions TBD	ZZZZ					(150,000)
Total Salary and Benefits		\$ 378,786	\$ 515,156	832,496	821,809	695,538
Maintenance	5008	\$ 6,254	\$ 12,271	3,040	2,351	2,351
Maintenance - Vehicles	5012	\$ 2	\$ -	1,130	0	0
Risk Management	5013	\$ 4,914	\$ 4,942	5,156	12,293	12,293
Workman Comp	5014	\$ 163	\$ 36,858	0	58,540	58,540
Office Supplies	5016	\$ 13,765	\$ 27,587	33,014	11,000	21,000
Legal Services Standard	5018	\$ 112,810	\$ 221,317	261,044	115,000	204,000
Settlement Expense	5019			0	32,500	0
Training	5021	\$ 8,926	\$ 2,550	7,958	800	8,800
Licenses, Permits, & Fees	5022			0	1,700	1,700
Postage	5026	\$ 3,555	\$ 4,329	2,910	4,300	4,300
Professional Services/Muni Code/CalPERS	5034	\$ 60,000	\$ 152,291	147,639	147,405	57,405
Outside Administrator	5035	\$ 2,960	\$ 46,712	4,001	600	600
Communications	5036	\$ 756	\$ 991	1,515	1,500	1,500
Legal Services Special Projects	5042	\$ 54,898	\$ 220,332	132,921	145,178	30,000
Tree Maintenance	5045	\$ -	\$ 2,450	0	25,000	0
Community Expense	5046	\$ 2,770	\$ 3,195	11,176	13,000	13,000
Bank Service Charges	5050	\$ 1,253	\$ 8,074	10,325	5,545	5,545
Interpreter Service	5051			0	200	200
Capital Expense	5052	\$ 16,000	\$ 29,699	\$ -	\$ 45,000	\$ 45,000
Contract Services	5054			\$ -	\$ 3,813	\$ 0
Telephone	5056	\$ 3,291	\$ 7,121	\$ 11,309	\$ 10,504	\$ 10,504
Travel & Conference	5058	\$ -	\$ 8,683	\$ 16,230	\$ 10,595	\$ 10,595
Utilities	5060	\$ 12,973	\$ 14,688	\$ 15,626	\$ 15,421	\$ 15,421
Dues & Subscriptions	5062	\$ 15,489	\$ 15,199	\$ 31,982	\$ 14,000	\$ 14,000
K.C. Admin Charge	5067	\$ 2,394	\$ (17,418)	\$ (35,372)	\$ -	\$ -
Elections	5068	\$ 1,089	\$ -	\$ 1,735	\$ -	\$ 3,000
Engineering Services - Refuse Study	5070		\$ 7,762	\$ 20,671	\$ -	\$ -
Equipment Lease	5072	\$ 2,688	\$ 3,516	\$ 4,443	\$ 1,293	\$ 1,293
Outside Services	5077	\$ 32,986	\$ 157,556	\$ 26,491	\$ 18,085	\$ 11,000
Fuel Expense	5080	\$ 160	\$ 3,052	\$ 3,132	\$ 3,389	\$ 3,389
Printing and Publications	5082	\$ 6,139	\$ 59,635	\$ 25,045	\$ 26,000	\$ 26,000
Community Grant Donations	5083	\$ -	\$ -	\$ -	\$ -	\$ -
Insurance Bonds	5086			\$ -	\$ -	\$ -
Employee Costs	5091	\$ 28,303	\$ 1,177	\$ 127	\$ -	\$ -
Interest Expense	5092	\$ -	\$ -	\$ -	\$ 363	\$ 363
Operating Transfers Out	5093	\$ -	\$ 1,743,323	\$ -	\$ -	\$ -
Public Relations	5098		\$ 92	\$ -	\$ -	\$ -
Prior Period Adj.	5099		\$ -	\$ -	\$ -	\$ -
IT Support	5100	\$ 38,305	\$ 172,318	\$ 154,338	\$ 81,000	\$ 81,000
Refuse Collection-(KC Fund #20006)	5107	\$ 18,000	\$ 41,177	\$ 38,514	\$ 22,065	\$ 22,065
Auto Allowance	5109	\$ 4,000	\$ 4,800	\$ 4,800	\$ 3,600	\$ 3,600
PERS Catch up	5125	\$ -	\$ 18,067	\$ 49,683	\$ 66,316	\$ 66,316
Kern County EDC	5164			\$ -	\$ 10,000	\$ -
Developer Study	5170			\$ -	\$ 26,000	\$ -
Total Operating Expense		\$ 454,844	\$ 3,014,346	\$ 990,583	\$ 934,358	\$ 734,781
Total Expenditures		\$ 833,630	\$ 3,529,502	\$ 1,823,079	\$ 1,756,167	\$ 1,430,319
Total Surplus or (Deficits)		\$ 2,756,476	\$ 418,817	\$ 1,780,148	\$ 3,237,425	\$ 2,316,401

Attachment: 2018-2019 Proposed Budget (Adopt FY 2018-2019 budget)



CITY OF ARVIN
2018-2019 Operating Budget

ADOBE COMPLEX
GENERAL FUND

DEPARTMENT DESCRIPTION:

This department captures the revenues and expenses related to the use and maintenance of the Veteran's Hall and the suites within the complex. The salaries and benefits of the Public Works employees are recorded when they are providing services for this facility based on what is reported on their timesheets. Revenue is limited to the rents received for use and events held at the Veteran's Hall and use of the suites. Other costs are for outside services, utilities and materials as needed.

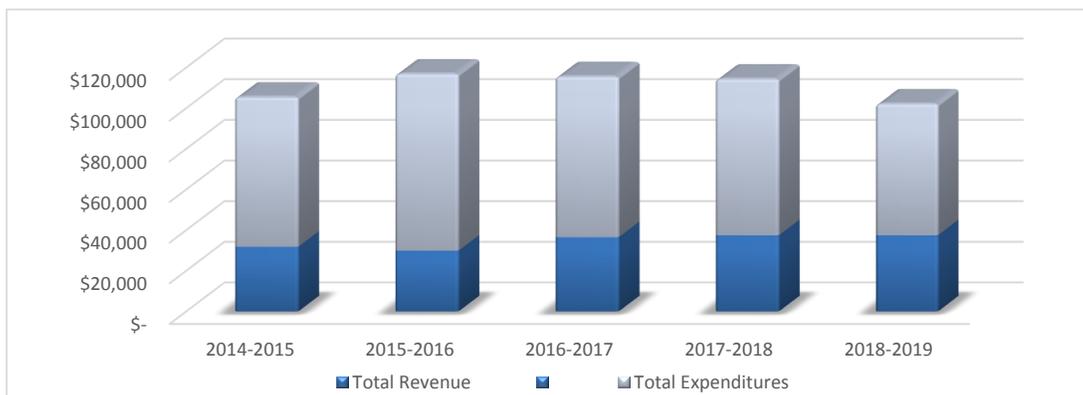
FISCAL YEAR OBJECTIVES:

Fiscal Year Objectives

These goals are tied into Public Works and Parks.

FUND NO. : 100	Account	Audited 2015	Audited 2015-2016	Pre Audit 2016-2017	Projected 2017-2018	Proposed Budget 2018-2019
DEPT NO.: 002						
REVENUE						
Total Revenue		\$ 31,815	\$ 29,884	\$ 36,495	\$ 37,460	\$ 37,460
EXPENDITURES						
Total Salary and Benefits		\$ 30,367	\$ 20,327	\$ 15,996	\$ 14,807	\$ 15,689
Total Operating Expenses		\$ 43,327	\$ 66,689	\$ 63,063	\$ 62,112	\$ 48,993
Total Expenditures		\$ 73,693	\$ 87,016	\$ 79,059	\$ 76,919	\$ 64,682
Total Surplus or (Deficits)		\$ (41,878)	\$ (57,132)	\$ (42,564)	\$ (39,459)	\$ (27,222)

BUDGET SUMMARY



Attachment: 2018-2019 Proposed Budget (Adopt FY 2018-2019 budget)



CITY OF ARVIN
2018-2019 Operating Budget

ADOBE COMPLEX
GENERAL FUND

FUND NO. : 100	Account	Audited 2014-2015	Audited 2015-2016	Pre Audit 2016-2017	Projected 2017-2018	Proposed Budget 2018-2019
DEPT NO.: 002						
REVENUE						
Rent	4072	\$ 31,803	\$ 34,639	\$ 36,495	\$ 37,460	\$ 37,460
Miscellaneous	4054	\$ -	\$ -	\$ -	\$ -	\$ -
Security Deposit		\$ 12	\$ (4,755)	\$ -	\$ -	\$ -
Total Revenue		\$ 31,815	\$ 29,884	\$ 36,495	\$ 37,460	\$ 37,460
EXPENDITURES						
Salaries	5001	\$ 5,555	\$ 8,157	\$ 7,171	\$ 9,411	\$ 9,399
Salaries - Overtime	5003	\$ 8,716	\$ 9,829	\$ 6,905	\$ 3,600	\$ 4,427
Payroll Taxes	5009	\$ 5,705	\$ 1,423	\$ 1,188	\$ 1,017	\$ 951
Medical Insurance	5015	\$ 9,344	\$ -	\$ -	\$ -	\$ -
CalPERS	5011	\$ 1,046	\$ 918	\$ 732	\$ 779	\$ 912
Total Salary and Benefits		\$ 30,367	\$ 20,327	\$ 15,996	\$ 14,807	\$ 15,689
Maintenance Building	5005		\$ 2,725	\$ -	\$ -	\$ -
Maintenance	5008	\$ -	\$ 10,155	\$ 4,655	\$ 5,100	\$ 5,100
Vehicle Maintenance	5012	\$ 574	\$ 23	\$ 8	\$ -	\$ -
Risk Management	5013	\$ 13	\$ 5,678	\$ 5,575	\$ 4,694	\$ 4,694
Workman Comp	5014	\$ 5,383	\$ 755	\$ 8,994	\$ -	\$ -
Maintenance - Graffiti Removal	5020	\$ -	\$ 305	\$ -	\$ -	\$ -
Uniforms	5023	\$ -	\$ -	\$ -	\$ -	\$ -
Administrative Services	5032	\$ -	\$ -	\$ -	\$ -	\$ -
Professional Services	5034	\$ 10	\$ 473	\$ 1,684	\$ -	\$ -
Streets - Signs & Barriers	5043	\$ -	\$ -	\$ -	\$ -	\$ -
Capital Expense	5052	\$ -	\$ 4,231	\$ -	\$ -	\$ -
Telephone	5056	\$ 1,189	\$ 1,832	\$ 1,448	\$ 730	\$ 730
Utilities	5060	\$ 4,544	\$ 14,491	\$ 7,661	\$ 8,711	\$ 8,711
Outside Services	5077	\$ 548	\$ 1,017	\$ 9,233	\$ 19,645	\$ 5,645
Fuel Expense	5080	\$ -	\$ -	\$ -	\$ -	\$ -
Shop Supplies	5094	\$ 699	\$ 925	\$ 81	\$ -	\$ -
Flood Insurance	5112	\$ -	\$ 3,752	\$ 7,728	\$ 8,425	\$ 8,425
Total Operating Expenses		\$ 12,960	\$ 46,362	\$ 47,067	\$ 47,305	\$ 33,305
Total Expenditures		\$ 43,327	\$ 66,689	\$ 63,063	\$ 62,112	\$ 48,993
Total Surplus or (Deficits)		\$ (11,512)	\$ (36,805)	\$ (26,568)	\$ (24,652)	\$ (11,533)

Attachment: 2018-2019 Proposed Budget (Adopt FY 2018-2019 budget)



CITY OF ARVIN
2018-2019 Operating Budget

**BUILDING AND GROUNDS
GENERAL FUND**

DEPARTMENT DESCRIPTION:

This department captures the cost for the Public Works employees to do maintenance in the City Hall Complex. This includes the Transit, Building Department, Police Department, Council Chambers and City Hall building and grounds. Cost is allocated based on the time reports by the employees on their timesheets. There is no revenue generated by the building and grounds department.

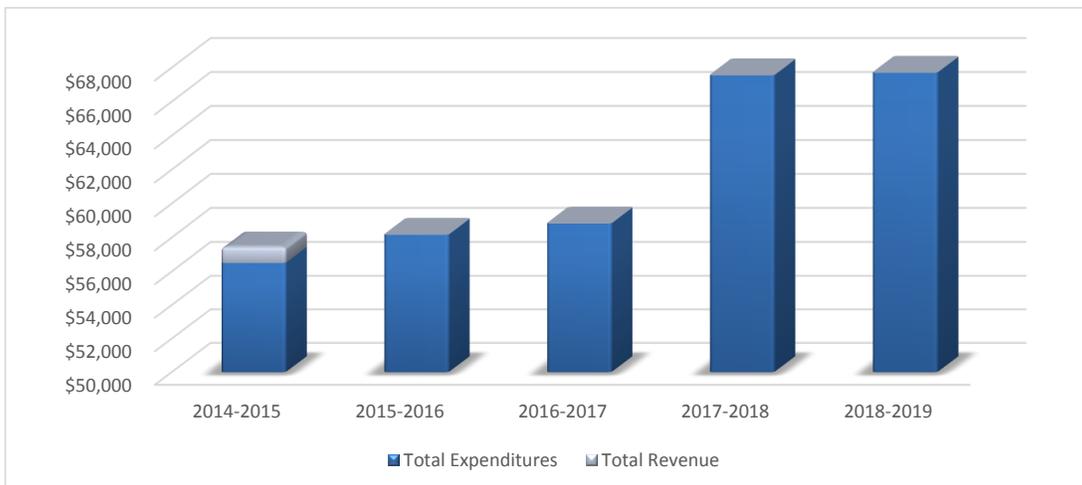
FISCAL YEAR OBJECTIVES:

Fiscal Year Objectives

These goals are tied into Public Works and Parks.

FUND NO. : 100	Audited	Audited	Pre Audit	Projected	Proposed
DEPT NO.: 005	Account	2014-2015	2015-2016	2016-2017	Budget
		2014-2015	2015-2016	2016-2017	2018-2019
REVENUE					
Total Revenue		\$ 948	\$ -	\$ -	\$ -
EXPENDITURES					
Total Salary and Benefits		\$ 41,473	\$ 43,940	\$ 50,188	\$ 51,407
Capital Expense		\$ -	\$ -	\$ -	\$ -
Total Operating Expenses		\$ 15,034	\$ 14,222	\$ 8,637	\$ 16,140
Total Expenditures		\$ 56,507	\$ 58,162	\$ 58,825	\$ 67,547
Total Surplus or (Deficits)		\$ (55,560)	\$ (58,162)	\$ (58,825)	\$ (67,697)

BUDGET SUMMARY



Attachment: 2018-2019 Proposed Budget (Adopt FY 2018-2019 budget)



CITY OF ARVIN
2018-2019 Operating Budget

BUILDING AND GROUNDS
GENERAL FUND

FUND NO. : 100		Audited	Audited	Pre Audit	Projected	Proposed Budget	
DEPT NO.: 005		Account	2014-2015	2015-2016	2016-2017	2017-2018	2018-2019
REVENUE							
Miscellaneous Revenue	4054	\$ 948	\$ -	\$ -	\$ -	\$ -	
Rebates	4070		\$ -	\$ -	\$ -	\$ -	
Total Revenue		\$ 948	\$ -	\$ -	\$ -	\$ -	
EXPENDITURES							
Salaries	5001	\$ 34,488	\$ 36,583	\$ 43,265	\$ 40,869	\$ 40,815	
Salaries - Overtime	5003	\$ -	\$ 12	\$ (53)	\$ 1,233	\$ 1,516	
Payroll Taxes	5009	\$ 3,110	\$ 3,194	\$ 3,707	\$ 3,308	\$ 3,093	
CalPERS	5011	\$ 3,875	\$ 4,151	\$ 3,269	\$ 2,689	\$ 3,149	
Medical Insurance	5015	\$ -	\$ -	\$ -	\$ 3,308	\$ 2,985	
Total Salary and Benefits		\$ 41,473	\$ 43,940	\$ 50,188	\$ 51,407	\$ 51,558	
Maintenance	5008	\$ 8,505	\$ 6,082	\$ 6,275	\$ -	\$ -	
Maintenance-Vehicle	5012	\$ 52	\$ 107	\$ 36	\$ -	\$ -	
Risk Management	5013	\$ 145	\$ 91	\$ 195	\$ 5,562	\$ 5,562	
Workman Comp	5014	\$ 3,705	\$ 3,350	\$ -	\$ 4,397	\$ 4,397	
Uniforms	5023	\$ -	\$ -	\$ -	\$ -	\$ -	
Capital Expense	5052	\$ -	\$ -	\$ -	\$ -	\$ -	
Contract Services	5054	\$ 74	\$ 100	\$ 33	\$ -	\$ -	
Telephone	5056	\$ 524	\$ 917	\$ -	\$ 3,850	\$ 3,850	
Utilities	5060	\$ 2,025	\$ 2,713	\$ 2,098	\$ 2,331	\$ 2,331	
Outside Services	5077		\$ 644	\$ -	\$ -	\$ -	
Fuel Expense	5080	\$ -	\$ -	\$ -	\$ -	\$ -	
Shop Supplies	5094	\$ 3	\$ 218	\$ -	\$ -	\$ -	
Total Operating Expenses		\$ 15,034	\$ 14,222	\$ 8,637	\$ 16,140	\$ 16,140	
Total Expenditures		\$ 56,507	\$ 58,162	\$ 58,825	\$ 67,547	\$ 67,697	
Total Surplus or (Deficits)		\$ (55,560)	\$ (58,162)	\$ (58,825)	\$ (67,547)	\$ (67,697)	

Attachment: 2018-2019 Proposed Budget (Adopt FY 2018-2019 budget)



CITY OF ARVIN
 2018-2019 Operating Budget
Community Development
GENERAL FUND

DEPARTMENT DESCRIPTION:

This department is responsible for administering the City's land use regulations. They process all entitlement applications and other development requests and are responsible for ensuring compliance with the California Environmental Quality Act (CEQA) and all other City, State and Federal laws related to land use and planning. They also review requests for easements that may be required when access to city property is needed for a development project.

FISCAL YEAR OBJECTIVES:

Fiscal Year Objectives

Beautify downtown Arvin and other areas throughout the city.

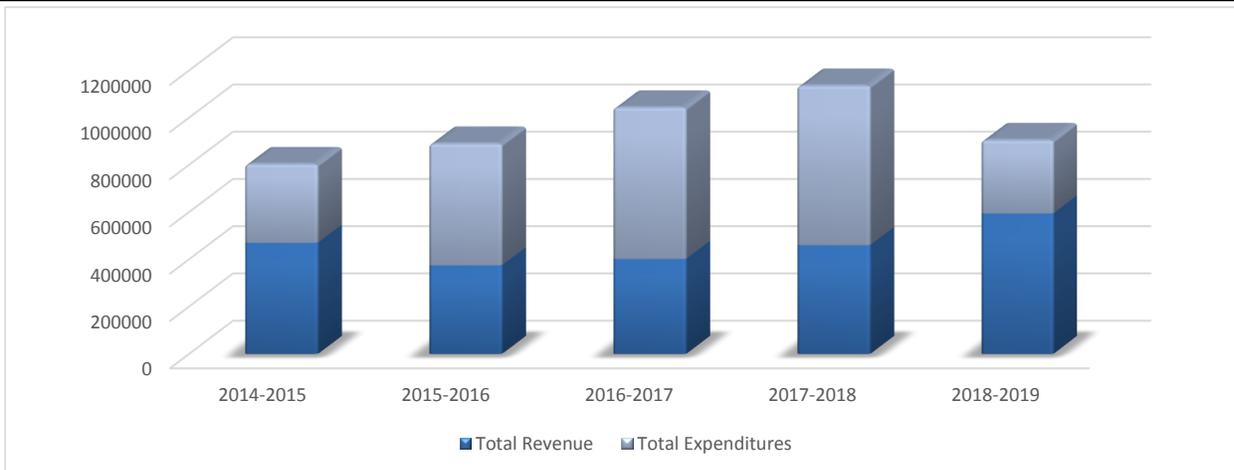
Develop a business attraction, retention, and expansion strategy.

Expand the City's Sphere of Influence (SOI) and amend the City's General Plan to add available land in strategic locations for commercial and industrial development.

Establish a focus on environmental sustainability.

FUND NO. : 100	Account	Audited 2014-2015	Audited 2015-2016	Pre Audit 2016-2017	Projected 2017-2018	Proposed Budget 2018-2019
DEPT NO.: 007						
REVENUE						
Total Revenue		\$ 470,090	\$ 374,498	\$ 401,768	\$ 460,192	\$ 594,192
EXPENDITURES						
Total Salary and Benefits		\$ 123,835	\$ 155,524	\$ 178,506	\$ 135,248	\$ 210,498
Capital Expense		\$ -	\$ 7,500	\$ 2,860	\$ -	\$ -
Total Operating Expenses		\$ 209,051	\$ 359,733	\$ 462,843	\$ 539,815	\$ 100,069
Total Expenditures		\$ 332,886	\$ 515,257	\$ 641,349	\$ 675,063	\$ 310,568
Total Surplus or (Deficits)		\$ 137,204	\$ (140,759)	\$ (239,581)	\$ (214,871)	\$ 283,624

BUDGET SUMMARY



Attachment: 2018-2019 Proposed Budget (Adopt FY 2018-2019 budget)



CITY OF ARVIN
2018-2019 Operating Budget

Community Development
GENERAL FUND

FUND NO. : 100	Audited			Pre Audit	Projected	Proposed Budget
DEPT NO.: 007	Account	2014-2015	2015-2016	2016-2017	2017-2018	2018-2019
REVENUE						
Building Permits	4011	\$ 215,618	\$ 182,645	\$ 196,524	\$ 266,000	\$ 400,000
Plan Check Fees	4022	\$ 145,486	\$ 94,052	\$ 128,093	\$ 69,724	\$ 69,724
Code Enforcement		\$ -	\$ 100	\$ 900	\$ 5,000	\$ 5,000
Engineering Fees	4031	\$ 1,750	\$ -	\$ -	\$ 184	\$ 184
Sewer Connection Inspection	4034	\$ 1,878	\$ 2,485	\$ 70	\$ -	\$ -
Planning Fees	4037	\$ 64	\$ 5,750	\$ 39,563	\$ 88,036	\$ 88,036
Permit Fees (Electrical, Mechanical, Plumbing)	4042	\$ 74,392	\$ 54,356	\$ 13,357	\$ 6,187	\$ 6,187
Permit Issuance Fees	4043	\$ 16,002	\$ 15,709	\$ 7,142	\$ 5,195	\$ 5,195
Grant Revenue	4046	\$ -	\$ -	\$ -	\$ -	\$ -
Encroachment Permits	4047	\$ 4,958	\$ 4,960	\$ 9,220	\$ 6,613	\$ 6,613
Misc/New Addrs/Dept Consv	4054	\$ 9,941	\$ 13,741	\$ 5,279	\$ 3,253	\$ 3,253
Inspection Fees	4067		\$ 700	\$ 1,620	\$ 1,000	\$ 1,000
Development Agreement	4120				\$ 9,000	\$ 9,000
Total Revenue		\$ 470,090	\$ 374,498	\$ 401,768	\$ 460,192	\$ 594,192
EXPENDITURES						
Salaries - Full-time	5001	\$ 91,328	\$ 129,658	\$ 149,616	\$ 113,150	\$ 162,035
Salaries - Contract Labor	5002	\$ 18,142	\$ -	\$ -	\$ -	\$ -
Salaries - Overtime	5003	\$ 433	\$ 689	\$ (174)	\$ 250	\$ 1,009
Payroll Taxes	5009	\$ 7,161	\$ 9,809	\$ 9,659	\$ 8,700	\$ 12,473
Medical Insurance	5015	\$ 2,649	\$ 3,690	\$ 11,390	\$ 7,955	\$ 24,311
CalPERS	5011	\$ 4,122	\$ 11,678	\$ 8,015	\$ 5,193	\$ 10,670
Total Salary and Benefits		\$ 123,835	\$ 155,524	\$ 178,506	\$ 135,248	\$ 210,498

Attachment: 2018-2019 Proposed Budget (Adopt FY 2018-2019 budget)



CITY OF ARVIN
2018-2019 Operating Budget

Community Development
GENERAL FUND

FUND NO. : 100		Audited	Audited	Pre Audit	Projected	Proposed Budget
DEPT NO.: 007	Account	2014-2015	2015-2016	2016-2017	2017-2018	2018-2019
Maintenance- Other	5008	\$ 2,681	\$ 5,569	\$ 3,707	\$ 2,031	\$ 2,031
Vehicle Maintenance	5012	\$ -	\$ 7	\$ -	\$ -	\$ -
Risk Management	5013	\$ 3,141	\$ 3,557	\$ 3,277	\$ 5,562	\$ 5,562
Workman Comp	5014	\$ 1,997	\$ 12,015	\$ 2,054	\$ 3,306	\$ 13,134
Office Supplies	5016	\$ 2,408	\$ 14,999	\$ 11,588	\$ 6,000	\$ 6,000
Legal Services	5018	\$ 13,375	\$ 24,949	\$ 87,945	\$ 83,420	\$ -
Severance - Other Pay	5019	\$ -	\$ 25,366	\$ 6,304	\$ 3,726	\$ -
Training	5021	\$ 744	\$ 2,277	\$ 1,445	\$ 405	\$ 405
Licenses, Permits, & Fees	5022			\$ -	\$ 25	\$ 25
Uniforms	5023	\$ -	\$ -	\$ -	\$ -	\$ -
Planning Services	5024	\$ 99,356	\$ 90,833	\$ 32,741	\$ -	\$ -
Postage	5026	\$ 1,251	\$ 2,084	\$ 1,350	\$ 1,185	\$ 1,185
Professional Services - JAS	5034	\$ 26,653	\$ 115,855	\$ 144,875	\$ 249,429	\$ 48,000
Outside Admin/Regulatory Fees	5035	\$ 4,755	\$ 1,738	\$ 18,053	\$ 12,855	\$ 12,855
Communications	5036	\$ 432	\$ 549	\$ 483	\$ 585	\$ 585
Legal Expenses - Special	5042			\$ -	\$ 14,291	\$ (0)
Blighted Property Cleanup	5044	\$ 2,917	\$ -	\$ 58	\$ -	\$ -
Miscellaneous Expense	5046	\$ -	\$ 71	\$ 7,446	\$ -	\$ -
Interpreter Services	5051			\$ -	\$ 150	\$ 150
Capital Expense	5052	\$ -	\$ 7,500	\$ 2,860	\$ -	\$ -
Temp Employee Services	5054	\$ 913	\$ 1,523	\$ (5,696)	\$ -	\$ -
Telephone	5056	\$ 987	\$ 1,448	\$ 2,725	\$ 3,000	\$ 3,000
Travel & Conference	5058	\$ -	\$ 352	\$ 1,337	\$ 100	\$ 100
Utilities	5060	\$ 3,999	\$ 3,652	\$ 4,453	\$ 3,503	\$ 3,503
Dues & Subscriptions	5062	\$ 2,409	\$ 1,650	\$ 2,377	\$ 1,560	\$ 1,560
Grant Expense			\$ -	\$ -	\$ -	\$ -
Engineering Services	5070	\$ 10,252	\$ 17,367	\$ 68,446	\$ 81,000	\$ -
Equipment Lease	5072	\$ 1,139	\$ 1,272	\$ 2,766	\$ 1,975	\$ 1,975
Outside Services	5077	\$ 858	\$ 998	\$ 19,233	\$ 22,708	\$ -
Fuel Expense	5080	\$ -	\$ -	\$ 256	\$ -	\$ -
Advertising-Printing-Publications	5082	\$ -	\$ 457	\$ 1,722	\$ -	\$ -
Employee Costs	5091	\$ 2,228	\$ -	\$ -	\$ -	\$ -
Plan Checks	5095	\$ 26,556	\$ 23,645	\$ 41,038	\$ 43,000	\$ -
Total Operating Expense		\$ 209,051	\$ 359,733	\$ 462,843	\$ 539,815	\$ 100,069
Total Expenditures		\$ 332,886	\$ 515,257	\$ 641,349	\$ 675,063	\$ 310,568
Total Surplus or (Deficits)		\$ 137,204	\$ (140,759)	\$ (239,581)	\$ (214,871)	\$ 283,624

Attachment: 2018-2019 Proposed Budget (Adopt FY 2018-2019 budget)



CITY OF ARVIN
2018-2019 Operating Budget

**COMMUNITY CENTER
GENERAL FUND**

DEPARTMENT DESCRIPTION:

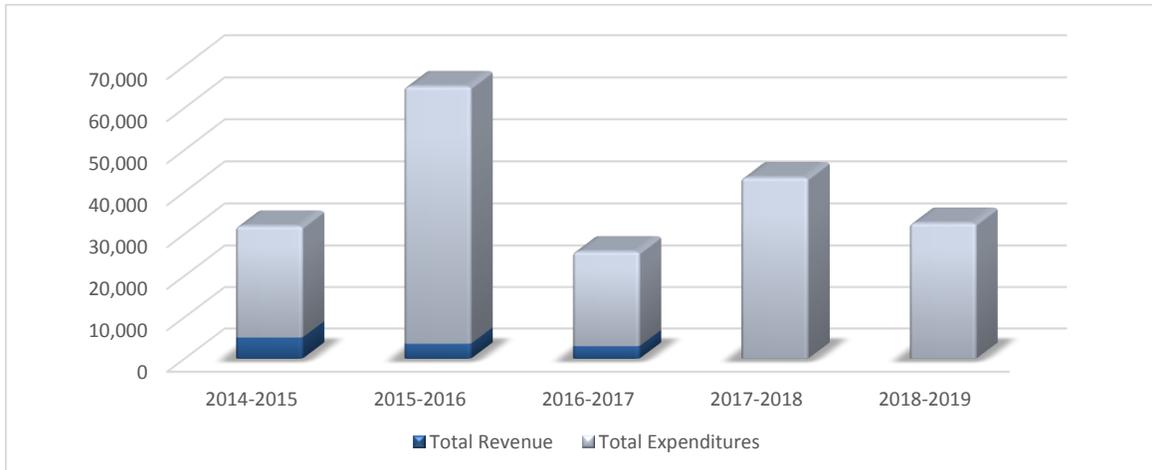
This building is located at 800 Walnut Drive and is rented by the Kern County Aging and Adult Services for the use of part of the building as a senior center. The City uses this same area as a cooling center, as needed. Space is also rented by the Arvin Historical Society and the Arvin Chamber of Commerce. Public Works employees salaries and benefits are allocated to this department based on hours reported on their timesheets.

FISCAL YEAR OBJECTIVES:

Fiscal Year Objectives

These goals are tied into Public Works and Parks.

FUND NO. : 100	Account	Audited 2014-2015	Audited 2015-2016	Pre Audit 2016-2017	Projected 2017-2018	Proposed Budget 2018-2019
REVENUE						
Total Revenue		\$ 5,100	\$ 3,600	\$ 3,001	\$ -	\$ -
EXPENDITURES						
Total Salary and Benefits		\$ 8,690	\$ 10,201	\$ 7,555	\$ 6,391	\$ 6,437
Operating Expense		\$ 18,094	\$ 51,294	\$ 15,232	\$ 37,024	\$ 26,150
Total Expenditures		\$ 26,783	\$ 61,495	\$ 22,787	\$ 43,415	\$ 32,587
Total Surplus or (Deficits)		\$ (21,683)	\$ (57,895)	\$ (19,786)	\$ (43,415)	\$ (32,587)
BUDGET SUMMARY						



Attachment: 2018-2019 Proposed Budget (Adopt FY 2018-2019 budget)



CITY OF ARVIN
2018-2019 Operating Budget

COMMUNITY CENTER
GENERAL FUND

FUND NO. : 100	Audited				Projected	Proposed
DEPT NO.: 009	Account	2014-2015	2015-2016	2016-2017	2017-2018	2018-2019
REVENUE						
Rent-Kern Co. Aging and Adult Svcs	4026	\$ 3,600	\$ 3,300	\$ 901	\$ -	\$ -
Miscellaneous	4054		\$ -	\$ -	\$ -	\$ -
KCEOC	4059		\$ 300	\$ 600	\$ -	\$ -
Grant Income	4087	\$ 1,500	\$ -	\$ 1,500	\$ -	\$ -
Cell Tower Rental(Moved to Parks)	4131	\$ -	\$ -	\$ -	\$ -	\$ -
Baseball Tomorrow Grant	4106	\$ -	\$ -	\$ -	\$ -	\$ -
Total Revenue		\$ 5,100	\$ 3,600	\$ 3,001	\$ -	\$ -
EXPENDITURES						
Salaries	5001	\$ 7,413	\$ 8,516	\$ 5,943	\$ 5,459	\$ 5,451
Salaries - Overtime	5003	\$ -	\$ (1)	\$ 475	\$ -	\$ -
Salaries - Part Time	5004	\$ -	\$ -	\$ -	\$ -	\$ -
Payroll Taxes	5009	\$ 549	\$ 780	\$ 565	\$ 449	\$ 420
Medical Insurance	5015	\$ -	\$ -	\$ -	\$ -	\$ -
CalPERS	5011	\$ 728	\$ 906	\$ 572	\$ 483	\$ 565
Total Salary and Benefits		\$ 8,690	\$ 10,201	\$ 7,555	\$ 6,391	\$ 6,437
Maintenance - Building	5005	\$ -	\$ 3,669	\$ -	\$ -	\$ -
Maintenance - Other	5008	\$ 3,764	\$ 3,804	\$ 6,249	\$ 1,412	\$ 1,412
Maintenance - Vehicle	5012	\$ 8	\$ 13	\$ 4	\$ -	\$ -
Risk Management	5013	\$ 1,164	\$ 1,190	\$ 1,227	\$ 3,631	\$ 3,631
Workman Comp	5014	\$ 745	\$ 784	\$ -	\$ -	\$ -
Maintenance - Graffiti Removal	5020	\$ -	\$ -	\$ -	\$ -	\$ -
Uniforms	5023	\$ -	\$ -	\$ -	\$ -	\$ -
Administrative Services	5032	\$ -	\$ -	\$ -	\$ -	\$ -
Professional Services	5034			\$ 157	\$ -	\$ -
Community Expense	5046			\$ -	\$ 451	\$ 451
Capital Expense	5052	\$ -	\$ 21,579	\$ (2,634)	\$ -	\$ -
Contract Services	5054	\$ 15	\$ 6,136	\$ 4	\$ -	\$ -
Telephone	5056	\$ 1,045	\$ 1,575	\$ 1,453	\$ 753	\$ 753
Utilities	5060	\$ 11,353	\$ 12,310	\$ 6,305	\$ 9,903	\$ 9,903
Outside Services	5077	\$ -	\$ 234	\$ 2,467	\$ 20,875	\$ 10,000
Fuel Expense	5080	\$ -	\$ -	\$ -	\$ -	\$ -
Shop Supplies	5094	\$ -	\$ -	\$ -	\$ -	\$ -
Operating Expense		\$ 18,094	\$ 51,294	\$ 15,232	\$ 37,024	\$ 26,150
Total Expenditures		\$ 26,783	\$ 61,495	\$ 22,787	\$ 43,415	\$ 32,587
Total Surplus or (Deficits)		\$ (21,683)	\$ (57,895)	\$ (19,786)	\$ (43,415)	\$ (32,587)

Attachment: 2018-2019 Proposed Budget (Adopt FY 2018-2019 budget)



CITY OF ARVIN
2018-2019 Operating Budget

PARKS
GENERAL FUND

DEPARTMENT DESCRIPTION:

The revenue for this department is generated by the rental of the fields at the park and the use of the MetroPCS cell phone tower. In 2012-2013 the ATT cell tower rental contract was purchased and resulted in a one-time increase in the revenues generated. Public works provides the maintenance for the parks and the employees salaries and benefits are allocated according to the time spent as allotted on their timesheets. The major expense for the department is water for the grounds and restrooms located at the parks.

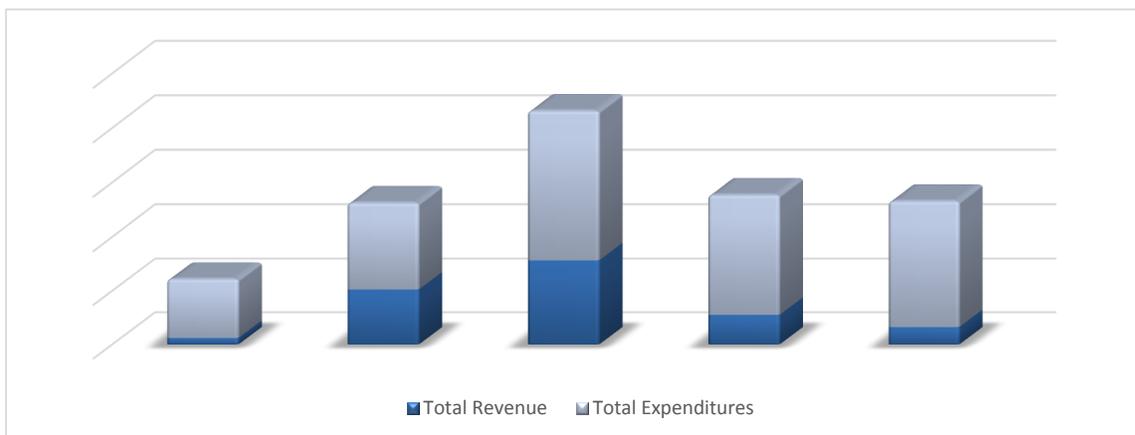
FISCAL YEAR OBJECTIVES:

Fiscal Year Objectives

- Develop community activities and events reflective of the culture and interests of the community that attract families and enhance the sense of community.
- Develop recreational programming for adults and children (especially after-school activities and sports for children), including healthy living classes (e.g. Zumba; spin/cycle; nutritional classes).

FUND NO. : 100	Account	Audited 2014-2015	Audited 2015-2016	Pre Audit 2016-2017	Projected 2017-2018	Proposed Budget 2018-2019
REVENUE						
Total Revenue		\$ 12,196.28	\$ 102,525.34	\$ 156,715.00	\$ 55,202.00	\$ 32,452.00
EXPENDITURES						
Total Salary and Benefits		\$ 57,825.97	\$ 68,489.44	\$ 101,768.00	\$ 125,796.00	\$ 126,943.81
Total Operating Expense		\$ 52,133.45	\$ 91,774.04	\$ 173,228.00	\$ 96,346.01	\$ 106,346.01
Total Expenditures		\$ 109,959.42	\$ 160,263.48	\$ 274,996.00	\$ 222,142.01	\$ 233,289.82
Total Surplus or (Deficits)		\$ (97,763.14)	\$ (57,738.14)	\$ (118,281.00)	\$ (166,940.01)	\$ (200,837.82)

BUDGET SUMMARY



Attachment: 2018-2019 Proposed Budget (Adopt FY 2018-2019 budget)



CITY OF ARVIN

2018-2019 Operating Budget

PARKS GENERAL FUND

FUND NO. : 100		Audited	Audited	Pre Audit	Projected	Proposed
DEPT NO.: 012	Account	2014-2015	2015-2016	2016-2017	2017-2018	Budget
						2018-2019
REVENUE						
Misc Grant Revenue	4049			\$ -	\$ -	\$ -
Miscellaneous	4054		1,000	\$ 2,905	\$ -	\$ -
Rent Income	4072	\$ 3,508	\$ 4,405	\$ 4,465	\$ 100	\$ 100.0
Cell Tower Lease/Metro PCS	4131	\$ 8,688	\$ 6,120	\$ 9,501	\$ 9,602	\$ 9,602.0
Kern County Reimbursement of Expenses	4133	\$ -	\$ 91,000	\$ 67,850	\$ 45,500	\$ 22,750.0
Operating Transfer In - Measure L	4099	\$ -	\$ -	\$ 71,994	\$ -	\$ -
Total Revenue		\$ 12,196	\$ 102,525	\$ 156,715	\$ 55,202	\$ 32,452.0
EXPENDITURES						
Salaries - Full Time	5001	\$ 47,889	\$ 49,578	\$ 84,799	\$ 106,299	\$ 106,158
Salaries - Manager	5001	\$ -				
Salaries - Overtime	5003	\$ 1,350	\$ 6,694	\$ 2,182	\$ 1,579	\$ 1,941
Payroll Taxes	5009	\$ 3,645	\$ 5,289	\$ 7,516	\$ 9,063	\$ 8,473
Medical Insurance	5015	\$ -	\$ 806	\$ -	\$ -	\$ -
CalPERS	5011	\$ 4,942	\$ 6,122	\$ 7,271	\$ 8,856	\$ 10,372
Total Salary and Benefits		\$ 57,826	\$ 68,489	\$ 101,768	\$ 125,796	\$ 126,944
Maintenance	5008	\$ 16,342	\$ 33,449	\$ 33,332	\$ 10,135	\$ 10,135
Maintenance - Vehicle	5012	\$ 67	\$ 245	\$ 315	\$ -	\$ -
Risk Management	5013	\$ 5,208	\$ 7,965	\$ 5,389	\$ 3,826	\$ 3,826
Workman Comp	5014	\$ 5,212	\$ 10,232	\$ -	\$ -	\$ -
Maintenance - Graffiti Removal	5020	\$ -	\$ 110	\$ -	\$ -	\$ -
Licenses, Permits, & Fees	5022			\$ 10	\$ 533	\$ 533
Uniforms	5023	\$ -	\$ -	\$ -	\$ -	\$ -
Professional Services	5034	\$ 128	\$ 6,004	\$ 1,592	\$ -	\$ -
Miscellaneous	5046	\$ 461	\$ 370	\$ 775	\$ -	\$ -
Capital Expense	5052	\$ -	\$ 2,260	\$ -	\$ -	\$ -
Telephone	5056	\$ 653	\$ -	\$ -	\$ -	\$ -
Utilities	5060	\$ 24,063	\$ 31,140	\$ 60,539	\$ 81,852	\$ 91,852
Engineering Services	5070	\$ -		\$ 8,855	\$ -	\$ -
Outside Services	5077			\$ 62,421	\$ -	\$ -
Shop Supplies	5094	\$ -	\$ -	\$ -	\$ -	\$ -
Total Operating Expense		\$ 52,133	\$ 91,774	\$ 173,228	\$ 96,346	\$ 106,346
Total Expenditures		\$ 109,959	\$ 160,263	\$ 274,996	\$ 222,142	\$ 233,290
Total Surplus or (Deficits)		\$ (97,763)	\$ (57,738)	\$ (118,281)	\$ (166,940)	\$ (200,838)

Attachment: 2018-2019 Proposed Budget (Adopt FY 2018-2019 budget)



CITY OF ARVIN
2018-2019 Operating Budget

POLICE
GENERAL FUND

DEPARTMENT DESCRIPTION:

The Police department is responsible for the day- to - day management of law enforcement services to the City of Arvin. Patrol officers are the first responders to emergencies and respond to immediate and routine service calls, crime - related incidents, and quality of life issues. They conduct preliminary investigations, collect evidence and arrest offenders. Other responsibilities also include recovering lost or stolen property, ensuring the safety and protection of persons and property through proactive and directed patrol, enforcing traffic laws, and rendering aid to the community, as needed. Officers strive to provide an excellent level of service and take pride in building partnership with the residents and business within the community.

FISCAL YEAR OBJECTIVES:

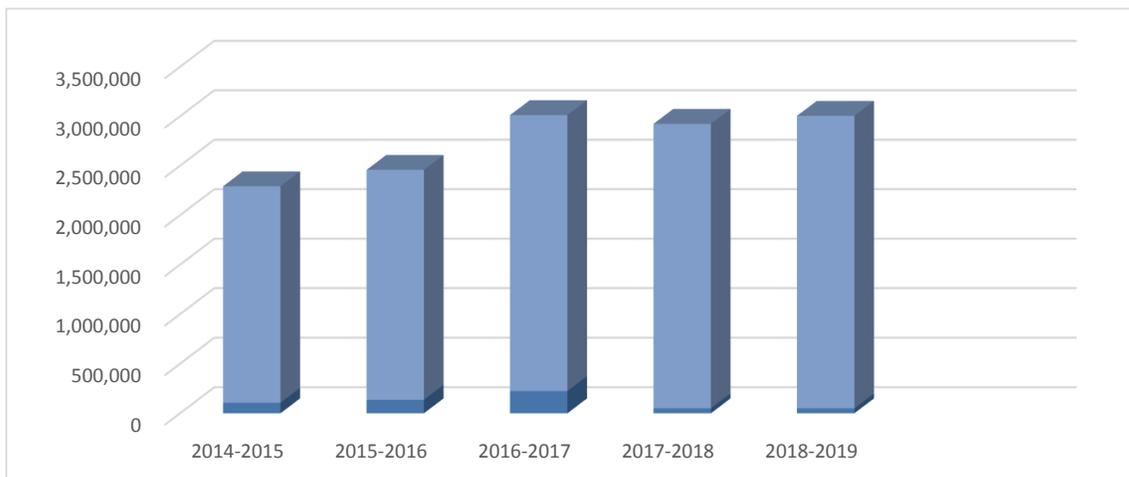
Fiscal Year Objectives

Enhance gang prevention operations.

Establish and institute practices and policies to enhance the Police Department's partnership with the community.

FUND NO. : 100		Audited	Audited	Pre Audit	Projected	Proposed
DEPT NO.: 014	Account	2014-2015	2015-2016	2016-2017	2017-2018	Budget
		2018-2019				
REVENUE						
Total Revenue		\$ 106,326	\$ 136,497	\$ 224,523	\$ 50,135	\$ 50,135
EXPENDITURES						
Total Salary and Benefits		\$ 1,727,157	\$ 1,934,457	\$ 2,347,451	\$ 2,418,451	\$ 2,502,079
Transfer Out to Fed COPS	5093	\$ -	\$ -	\$ -	\$ -	\$ -
Transfer Out to State COPS		\$ -	\$ -	\$ -	\$ -	\$ -
Total Operating Expenses		\$ 458,791	\$ 387,202	\$ 439,832	\$ 454,910	\$ 452,058
Total Expenditures		\$ 2,185,948	\$ 2,321,659	\$ 2,787,283	\$ 2,873,361	\$ 2,954,137
Total Surplus or (Deficits)		\$ (2,079,622)	\$ (2,185,162)	\$ (2,562,760)	\$ (2,823,227)	\$ (2,904,003)

BUDGET SUMMARY



Attachment: 2018-2019 Proposed Budget (Adopt FY 2018-2019 budget)



CITY OF ARVIN
2018-2019 Operating Budget

POLICE
GENERAL FUND

FUND NO. : 100		Audited	Audited	Pre Audit	Projected	Proposed
DEPT NO.: 014	Account	2014-2015	2015-2016	2016-2017	2017-2018	Budget
						2018-2019
REVENUE						
Crime Prevention (Move to Court)	4024	\$ 1,625	\$ -	\$ -	\$ -	\$ -
SIT(Street Interdiction Team)/reimbursed overtime	4028	\$ 2,708	\$ -	\$ -	\$ 5,299	\$ 5,299
Alarm Permit Fees	4036	\$ 2,800	\$ 3,400	\$ 450	\$ 500	\$ 500
Miscellaneous Grant Revenue	4049	\$ 6,740	\$ 6,302	\$ -	\$ -	\$ -
Miscellaneous	4054	\$ 350	\$ 46	\$ 586	\$ 900	\$ 900
Police Services (Citation Sign Off, Fingerprints, Reports, Character Ref Ltr, Repo Release, False Alarm)	4062	\$ 10,942	\$ 12,654	\$ 7,583	\$ 6,500	\$ 6,500
Public Safety Impact Fee/Need a Special Fund/\$300 per Development	4063	\$ 8,388	\$ 9,450	\$ 11,149	\$ 11,300	\$ 11,300
Fema Emergency	4070			\$ -	\$ 5,736	\$ 5,736
Live Scan Fees	4073	\$ 579	\$ 2,266	\$ 1,981	\$ 6,300	\$ 6,300
AQMD Grant	4074		\$ -			
Avoid, OTS and ABC Grant	4083	\$ 739				
Restitution Payments	4084	\$ 1,435	\$ 1,910	\$ 1,400	\$ 1,000	\$ 1,000
County	4086	\$ 11,377	\$ 39,008	52,118.00	-	-
AB 109 Grant Revenue	4091					
Parking Citations/ from the County	4092	\$ 8,010	\$ -	\$ 9,257	\$ 1,600	\$ 1,600
Vehicle Theft / Grant every year	4093	\$ -	\$ 1,515			\$ -
Revenue- Court/ From the County	4094	\$ 11,712	\$ 25,000	\$ 50,801	\$ 11,000	\$ 11,000
Traffic Impact	4096		\$ 14,258	\$ -	\$ -	\$ -
Citations - Ordinance	4104	\$ 11,921	\$ -	\$ -	\$ -	\$ -
JAG/BURN Grant / Need to ask the LT.	4107	\$ 27,000	\$ 6,562	\$ 25,106	\$ -	\$ -
			\$ 14,126			
	4119					\$ -
Operating Transfer In from Forfeiture & Offender	4099	\$ -	\$ -	\$ 64,092	\$ -	\$ -
Total Revenue		\$ 106,326	\$ 136,497	\$ 224,523	\$ 50,135	\$ 50,135

Attachment: 2018-2019 Proposed Budget (Adopt FY 2018-2019 budget)



CITY OF ARVIN
2018-2019 Operating Budget

POLICE
GENERAL FUND

FUND NO. : 100		Audited	Audited	Pre Audit	Projected	Proposed
DEPT NO.: 014	Account	2014-2015	2015-2016	2016-2017	2017-2018	2018-2019
EXPENDITURES						
Salaries - Full-time Sworn (APOA)	5001	\$ 932,425	\$ 939,941	\$ 1,124,236	\$ 1,191,500	\$ 1,263,617
Salaries - Over-time (APOA)	5003	\$ 119,480	\$ 197,647	\$ 250,231	\$ 212,347	\$ 206,175
Salary - Part Time	5004		\$ (630)	\$ -	\$ -	\$ -
Payroll Taxes	5009	\$ 129,332	\$ 141,888	\$ 146,588	\$ 149,500	\$ 112,259
CalPERS	5011	\$ 180,354	\$ 196,244	\$ 184,693	\$ 191,895	\$ 233,366
Workman Comp	5014			\$ 70,635	\$ 87,771	\$ 91,697
Medical Insurance	5015	\$ 127,844	\$ 181,755	\$ 154,526	\$ 157,608	\$ 161,319
Salaries - Full-time NonSworn (SEIU) dept 13	5001			\$ 280,497	\$ 284,795	\$ 294,356
Salaries - Over-time (SEIU)	5003			\$ 50,156	\$ 44,749	\$ 41,555
Payroll Taxes	5009	\$ 129,332	\$ 141,888	\$ 25,718	\$ 25,473	\$ 25,772
CalPERS (SEIU) dept 13	5011			\$ 19,877	\$ 19,948	\$ 21,327
Workman Comp	5014			\$ 12,210	\$ 24,382	\$ 24,382
Medical Insurance (SEIU) dept 13	5015			\$ 28,084	\$ 28,484	\$ 26,254
Salaries - Full-time NonSworn (SEIU)	5121	\$ 205,609	\$ 208,856	\$ -	\$ -	\$ -
Salaries - Over-time (SEIU)	5122	\$ 32,112	\$ 68,756	\$ -	\$ -	\$ -
Total Salary and Benefits		\$ 1,727,157	\$ 1,934,457	\$ 2,347,451	\$ 2,418,451	\$ 2,502,079
Maintenance - Jail	5006	\$ 914	\$ 3,078	\$ 776	\$ 1,265	\$ 1,265
Educational Reimbursement	5007	\$ 13,385	\$ 4,369	\$ -	\$ 1,600	\$ 2,500
Maintenance	5008	\$ 11,376	\$ 20,488	\$ 13,556	\$ 9,811	\$ 9,811
Vehicle Maintenance	5012	\$ 40,450	\$ 25,069	\$ 31,875	\$ 31,180	\$ 31,180
Risk Management	5013	\$ 42,300	\$ 46,878	\$ 44,125	\$ 74,802	\$ 74,802
Office Supplies	5016	\$ 10,324	\$ 12,047	\$ 7,851	\$ 9,231	\$ 9,231
Legal Services	5018	\$ 3,264	\$ 7,938	\$ 5,653	\$ 15,456	\$ 7,000
Training	5021	\$ 21,998	\$ 6,672	\$ 54,202	\$ 30,000	\$ 35,000
Uniforms	5023	\$ 14,188	\$ 13,587	\$ 17,892	\$ 23,356	\$ 30,000
Postage	5026	\$ 1,473	\$ 1,880	\$ 1,437	\$ 1,519	\$ 1,519
Prisoner Meals	5030	\$ 14	\$ -	\$ -	\$ -	\$ -
Profess. Services	5034	\$ 350	\$ 13,775	\$ 36,204	\$ 14,012	\$ 14,012
Communications	5036	\$ 11,889	\$ 1,082	\$ 5,430	\$ 1,725	\$ 1,725
Safety Equipment	5040	\$ 3,102	\$ 28,946	\$ 13,926	\$ 4,201	\$ 4,201
Community Expense	5046	\$ 2,642	\$ 3,098	\$ 4,774	\$ 1,931	\$ 1,931
Capital Expense	5052			\$ 538	\$ -	\$ -
CJIS - CLETS	5053	\$ 735	\$ 1,050	\$ 630	\$ 840	\$ 900
Contract Services	5054	\$ 16,414	\$ 21,299	\$ 31,102	\$ 46,759	\$ 34,759
Telephone	5056	\$ 11,845	\$ 15,933	\$ 18,629	\$ 20,545	\$ 20,545
Travel & Conferences	5058	\$ 309	\$ 4,045	\$ 5,461	\$ 3,387	\$ 3,387
Utilities Expense	5060	\$ 24,209	\$ 24,431	\$ 23,518	\$ 26,587	\$ 26,587
Dues & Subscriptions	5062	\$ 3,311	\$ 3,896	\$ 3,018	\$ 2,379	\$ 2,379
Equipment Lease	5072	\$ 2,221	\$ 2,082	\$ 54,092	\$ 54,336	\$ 54,336
Special Equipment	5076	\$ 2,352	\$ 1,326	\$ 5,524	\$ 137	\$ 137
Fuel	5080	\$ 37,028	\$ 24,593	\$ 27,041	\$ 31,815	\$ 31,815
Printing and Publications	5082	\$ 1,421	\$ 4,813	\$ 1,785	\$ 2,800	\$ 2,800
JAG Grant	5083	\$ 15,098	\$ -	\$ 18,710	\$ -	\$ -
Employee Costs	5091	\$ 3,257	\$ 2,359	\$ 11,083	\$ -	\$ 5,000
Lab Supplies	5096	\$ 1,414	\$ 1,322	\$ 1,000	\$ 479	\$ 479
IT Support	5100	\$ -	\$ -	\$ -	\$ 44,759	\$ 44,759
Capital Expense	5101	\$ 80,962	\$ -	\$ -	\$ -	\$ -
Reserve Costs	5123	\$ -	\$ -	\$ -	\$ -	\$ -
Transfer Out to Fed COPS	5093	\$ -	\$ -	\$ -	\$ -	\$ -
Transfer Out to State COPS		\$ -	\$ -	\$ -	\$ -	\$ -
Total Operating Expenses		\$ 458,791	\$ 387,202	\$ 439,832	\$ 454,910	\$ 452,058
Total Expenditures		\$ 2,185,948	\$ 2,321,659	\$ 2,787,283	\$ 2,873,361	\$ 2,954,137
Total Surplus or (Deficits)		\$ (2,079,622)	\$ (2,185,162)	\$ (2,562,760)	\$ (2,823,227)	\$ (2,904,079)

Attachment: 2018-2019 Proposed Budget (Adopt FY 2018-2019 budget)



CITY OF ARVIN
2018-2019 Operating Budget

ANIMAL CONTROL
GENERAL FUND

DEPARTMENT DESCRIPTION:

The Animal Control department is responsible for handling animal welfare incidents and providing safe return of lost animals to their owners. This department also educates pet owners about enforcement of municipal code ordinances related to dogs - at - large, animal bites, dog licensing, dog barking and leash laws. The City of Arvin animal control provides humane sheltering and disposal of stray and unwanted animals and promotes responsible pet ownership.

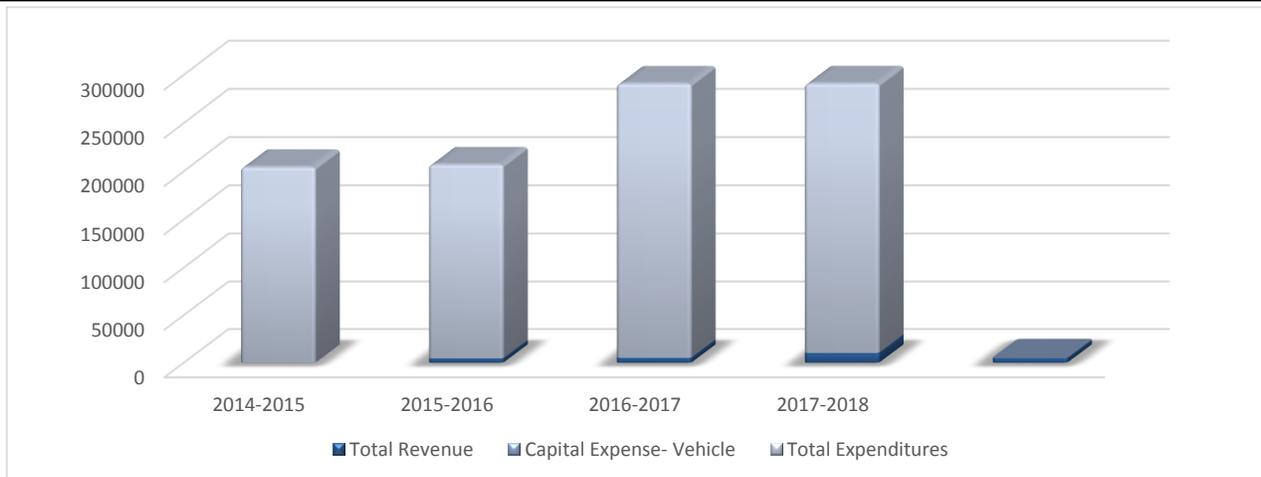
FISCAL YEAR OBJECTIVES:

Fiscal Year Objectives

These goals are part of the Police Department goals.

FUND NO. : 100 DEPT NO.: 003	Account	Audited 2014-2015	Audited 2015-2016	Pre Audit 2016-2017	Projected 2017-2018	Proposed Budget 2018-2019
REVENUE						
Total Revenue		\$ 4,500	\$ 5,137	\$ 10,270	\$ 4,750	\$ 4,750
EXPENDITURES						
Total Salary and Benefits		\$ 51,775	\$ 55,865	\$ 63,769	\$ 68,680	\$ 66,610
Capital Expense- Vehicle		\$ -	\$ -	\$ -	\$ -	\$ -
Total Operating Expense		\$ 152,635	\$ 146,615	\$ 222,044	\$ 212,056	\$ 174,986
Total Expenditures		\$ 204,410	\$ 202,480	\$ 285,813	\$ 280,736	\$ 241,596
Total Surplus or (Deficits)		\$ (199,910)	\$ (197,343)	\$ (275,543)	\$ (275,986)	\$ (236,846)

BUDGET SUMMARY



Attachment: 2018-2019 Proposed Budget (Adopt FY 2018-2019 budget)



CITY OF ARVIN
2018-2019 Operating Budget

ANIMAL CONTROL
GENERAL FUND

FUND NO. : 100		Audited	Audited	Pre Audit	Projected	Proposed
DEPT NO.: 003	Account	2014-2015	2015-2016	2016-2017	2017-2018	Budget 2018-2019
REVENUE						
Animal Licenses	4003	\$ 4,500	\$ 4,857	\$ 9,970	\$ 4,650	\$ 4,650
Veterinarian Clinics	4103	\$ -	\$ -	\$ -	\$ -	\$ -
Animal Impound Fees	4122		\$ 280	\$ 300	\$ 100	\$ 100
Total Revenue		\$ 4,500	\$ 5,137	\$ 10,270	\$ 4,750	\$ 4,750
EXPENDITURES						
Salary - Full-time	5001	\$ 39,925	\$ 44,389	\$ 50,046	\$ 54,892	\$ 53,303
Salary - Overtime	5003	\$ 2,094	\$ 1,849	\$ 2,120	\$ 1,300	\$ 1,493
Payroll Tax	5009	\$ 3,214	\$ 3,840	\$ 4,381	\$ 4,712	\$ 4,192
Medical Insurance	5015	\$ 4,046	\$ 3,019	\$ 3,871	\$ 4,178	\$ 4,140
CalPERS	5011	\$ 2,495	\$ 2,768	\$ 3,351	\$ 3,598	\$ 3,482
Total Salary and Benefits		\$ 51,775	\$ 55,865	\$ 63,769	\$ 68,680	\$ 66,610
Maintenance - Other	5008			63.00	60.00	60.00
Vehicle Maintenance	5012	\$ 3,196	\$ 1,903	\$ 5,945	\$ 6,300	\$ 6,300
Risk Management	5013	\$ 2,648	\$ 2,974	\$ 2,755	\$ 3,826	\$ 3,826
Workman Comp	5014	\$ 2,732	\$ 4,134	\$ 2,810	\$ 4,890	\$ 4,890
Office Supplies	5016	\$ -	\$ 110	\$ -	\$ 150	\$ 150
Training	5021	\$ -	\$ -	\$ -	\$ -	\$ -
Uniforms	5023	\$ -	\$ 700	\$ 700	\$ 1,300	\$ 1,300
Administrative Services	5032	\$ -	\$ -			\$ -
Professional Services	5034	\$ -	\$ -	\$ 3,529	\$ -	\$ -
Capital Expense- Vehicle	5052	\$ -	\$ -			
Contract Services-KC	5054	\$ 85,120	\$ 70,395	\$ 99,120	\$ 120,000	\$ 85,000
Vet Expense	5064			\$ 389	\$ -	\$ -
Special Equipment	5076	\$ 1,139	\$ -	\$ 117	\$ 650	\$ 650
Fuel	5080	\$ 5,211	\$ 8,814	\$ 4,443	\$ 3,700	\$ 3,700
Advertising/ Publications/ Prints	5082	\$ -	\$ -	\$ -	\$ -	\$ -
Employee Related Costs	5091	\$ -	\$ -	\$ -	\$ -	\$ -
Veterinarian Costs	5097	\$ 814	\$ 1,720	\$ 38,404	\$ 2,500	\$ 2,500
Total Operating Expense		\$ 100,860	\$ 90,750	\$ 158,275	\$ 143,376	\$ 108,376
Total Expenditures		\$ 152,635	\$ 146,615	\$ 222,044	\$ 212,056	\$ 174,986
Total Surplus or (Deficits)		\$ (148,135)	\$ (141,478)	\$ (211,774)	\$ (207,306)	\$ (170,236)

Attachment: 2018-2019 Proposed Budget (Adopt FY 2018-2019 budget)



CITY OF ARVIN
2018-2019 Operating Budget

MEASURE L- 1% SALES TAX
GENERAL FUND

DEPARTMENT DESCRIPTION:

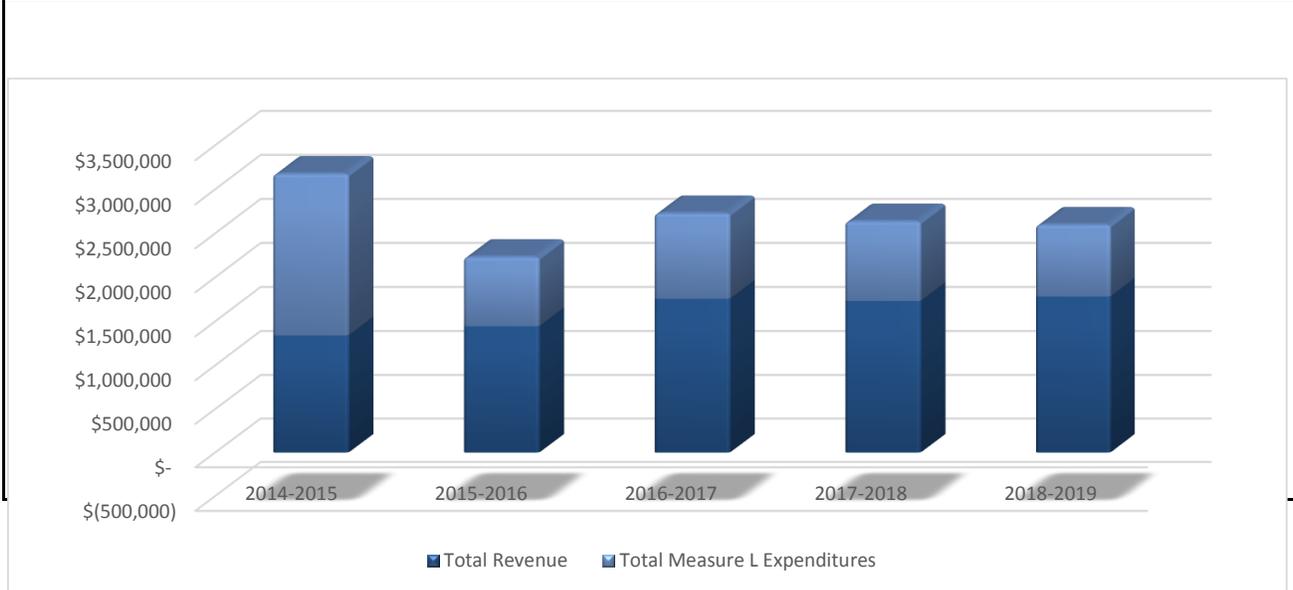
This department tracks the revenues generated from the 1% sales tax that was approved by the City of Arvin voters in 2008. These funds help pay for the Fire Service Contract with the County and fund the salaries of 3 Police officers, 2 dispatchers and special equipment for the Police Department. The City Council seeks input from the community regarding potential projects that could also be funded.

FISCAL YEAR OBJECTIVES:

Fiscal Year Objectives

Use funds for the public good.

FUND NO. : 100		Audited	Audited	Pre Audit	Projected	Proposed
DEPT NO.: 030	Account	2014-2015	2015-2016	2016-2017	2017-2018	Budget
						2018-2019
REVENUE						
Total Revenue		\$ 1,342,021	\$ 1,446,051	\$ 1,757,368	\$ 1,733,000	\$ 1,783,000
		\$ -	\$ -	\$ -	\$ -	\$ -
POLICE EXPENDITURES						
Total Salary and Benefits		\$ 252,240	\$ 225,128	\$ 272,373	\$ 329,275	\$ 242,751
Total Arvin Police Expenses		\$ 125,120	\$ 71,787	\$ 167,695	\$ 43,274	\$ 41,374
Arvin Police Services		\$ 755,549	\$ 296,915	\$ -	\$ -	\$ -
Kern County Fire Services	5027	\$ 448,692	\$ 488,872	\$ 531,263	\$ 531,253	\$ 531,253
Parks Department		\$ -	\$ -	\$ -	\$ -	\$ -
Public Works Projects:		\$ 630,429	\$ -	\$ -	\$ -	\$ -
Total Measure L Expenditures		\$ 1,834,671	\$ 785,787	\$ 971,331	\$ 903,802	\$ 815,378
Net Measure L Funds Available		\$ (492,649)	\$ 660,264	\$ 786,037	\$ 829,198	\$ 967,622



Attachment: 2018-2019 Proposed Budget (Adopt FY 2018-2019 budget)



CITY OF ARVIN
2018-2019 Operating Budget

MEASURE L- 1% SALES TAX
GENERAL FUND

FUND NO. : 100		Audited	Audited	Pre Audit	Projected	Proposed
DEPT NO.: 030	Account	2014-2015	2015-2016	2016-2017	2017-2018	Budget
						2018-2019
REVENUE						
Local 1% Sales Tax	4081	\$ 1,341,121	\$ 1,444,064	\$ 1,372,066	\$ 1,733,000	\$ 1,783,000
Miscellaneous	4054	\$ 900	\$ 1,987	\$ 1,302	\$ -	\$ -
Transfer from Fund Balance			\$ -	\$ 384,000	\$ -	\$ -
Total Revenue		\$ 1,342,021	\$ 1,446,051	\$ 1,757,368	\$ 1,733,000	\$ 1,783,000
POLICE EXPENDITURES						
Salaries - Full-time	5001	\$ 143,407	\$ 105,558	\$ 170,844	\$ 219,858	\$ 165,291
Salaries - Overtime	5003	\$ 33,045	\$ 49,493	\$ 49,950	\$ 29,120	\$ 31,980
Payroll Taxes	5009	\$ 16,777	\$ 15,695	\$ 18,838	\$ 32,304	\$ 15,091
CalPERS	5011	\$ 33,932	\$ 27,419	\$ 32,741	\$ 47,993	\$ 30,389
Total Salary and Benefits		\$ 252,240	\$ 225,128	\$ 272,373	\$ 329,275	\$ 242,751
Medical Insurance	5015			\$ 29,363	\$ 28,778	\$ 26,878
Risk Management	5013	\$ 8,779	\$ 9,285	\$ 8,862	\$ 11,496	\$ 11,496
Workman Comp	5014	\$ 17,520	\$ 8,489	\$ 17,520	\$ -	\$ -
Uniforms	5023	\$ 2,000	\$ 1,600	\$ 3,150	\$ 3,000	\$ 3,000
Administrative Service	5032			\$ -		
Engineering SVC	5070		\$ 13,815	\$ 36,807		\$ -
Outside Service	5077				\$ -	
Other Capital Expenses	5052	\$ 52,500				
Special Equipment	5076	\$ 7,861				
Operating Transfer Out	5093			\$ 71,994	\$ -	\$ -
Capital Projects	5101	\$ 34,680				
Refuse Costs	5107					
Auto Allowances	5109					
SALARIES NON SWORN PD	5121		\$ -			
OT NON SWORN PD	5122		\$ -			
PERS-Catch Up	5125					
Developer Study	5170					
Total Arvin Police Expenses		\$ 125,120	\$ 71,787	\$ 167,695	\$ 43,274	\$ 41,374
Arvin Police Services		\$ 755,549	\$ 296,915			
Kern County Fire Services	5027	\$ 448,692	\$ 488,872	\$ 531,263	\$ 531,253	\$ 531,253
Parks Department				\$ -	\$ -	\$ -
Public Works Projects:						
Smothermon Park Light	5052	\$ -		\$ -	\$ -	\$ -
Kovacevich Driveway		\$ -		\$ -	\$ -	\$ -
Capital Expense - Engineering	5052	\$ 12,600		\$ -	\$ -	\$ -
Schipper Annual Maintenance		\$ 6,000		\$ -	\$ -	\$ -
Campus Dr Sign Study		\$ -		\$ -	\$ -	\$ -
Monroe/Hood Sidewalk		\$ -		\$ -	\$ -	\$ -
Sweeper Annual Contract		\$ -		\$ -	\$ -	\$ -
EDC Membership			\$ -	\$ -	\$ -	\$ -
Kosmont Analysis				\$ -	\$ -	\$ -
Parks Master Plan				\$ -	\$ -	\$ -
Pavement Master Plan				\$ -	\$ -	\$ -
Development Fee Study				\$ -	\$ -	\$ -
Skate Park Repair		\$ -		\$ -	\$ -	\$ -
Grasshopper Mower		\$ 20,871		\$ -	\$ -	\$ -
Kovacevich Baseball Field Repair		\$ -		\$ -	\$ -	\$ -
Soccer Field Repair/Prep		\$ -		\$ -	\$ -	\$ -
Smothermon Sump		\$ -		\$ -	\$ -	\$ -
Bear Mt Median Maintenance		\$ 271,641		\$ -	\$ -	\$ -
Road Repair		\$ 319,317		\$ -	\$ -	\$ -
Playground Inspection & Repair		\$ -		\$ -	\$ -	\$ -
Public Works Projects:		\$ 630,429	\$ -	\$ -	\$ -	\$ -
Total Measure L Expenditures		\$ 1,834,671	\$ 785,787	\$ 971,331	\$ 903,802	\$ 815,378
Net Measure L Funds Available		\$ (492,649)	\$ 660,264	\$ 786,037	\$ 829,198	\$ -

Attachment: 2018-2019 Proposed Budget (Adopt FY 2018-2019 budget)

City of Arvin
Annual Operating Budget
Fiscal Year 2018-2019



Public Work Departmental Budget

Attachment: 2018-2019 Proposed Budget (Adopt FY 2018-2019 budget)



CITY OF ARVIN
2018-2019 Operating Budget

PUBLIC WORKS
GENERAL FUND

DEPARTMENT DESCRIPTION:

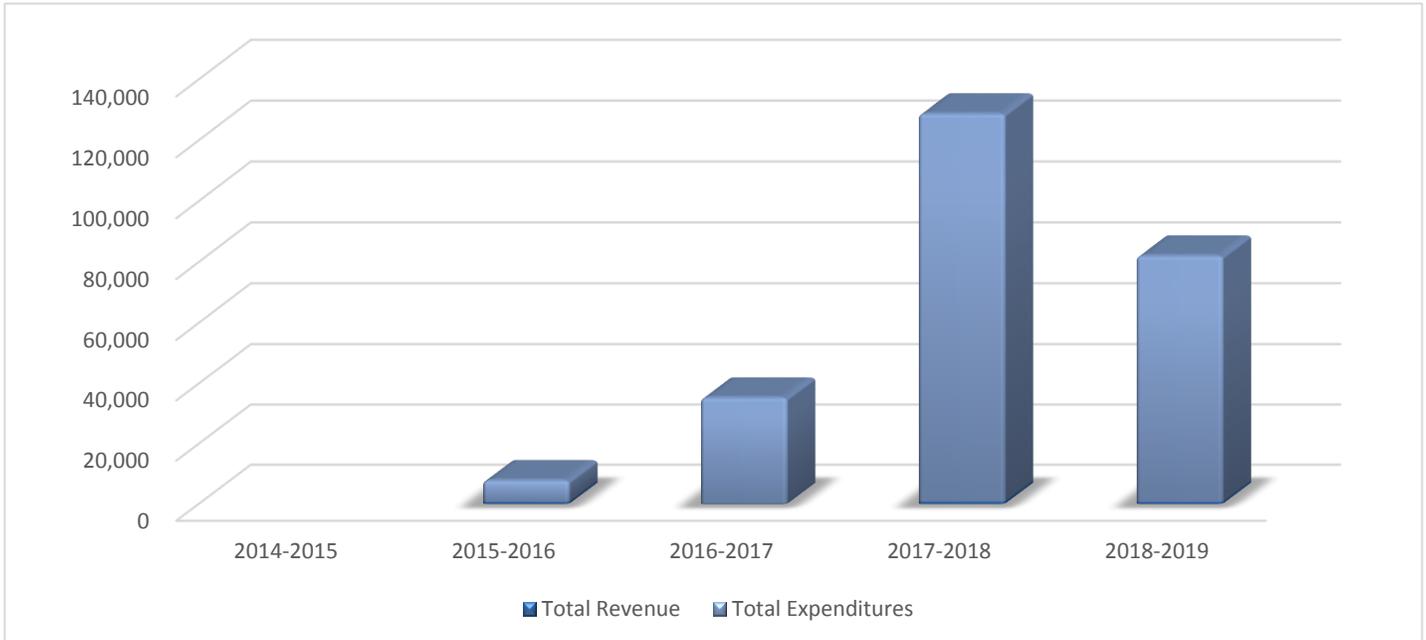
This department provides maintenance service for the City. The salaries of the Public Works employees are allocated to other departments and Special funds based on their timesheet reporting allocations.

FISCAL YEAR OBJECTIVES:

Fiscal Year Objectives

The goals for this department are shared with the Parks department.

FUND NO. : 100	Account	Audited 2014-2015	Audited 2015-2016	Pre Audit 2016-2017	Projected 2017-2018	Proposed Budget 2018-2019
REVENUE						
Total Revenue		\$ 749	\$ 231	\$ 865	\$ 749	\$ 749
EXPENDITURES						
Total Salary and Benefits		\$ -	\$ -	\$ -	\$ -	\$ -
Total Operating Expenses		\$ 7,080	\$ 35,059	\$ 127,852	\$ 81,277	\$ 79,193
Total Expenditures		\$ 7,080	\$ 35,059	\$ 127,852	\$ 81,277	\$ 79,193
Total Surplus or (Deficits)		\$ (6,331)	\$ (34,828)	\$ (126,987)	\$ (80,528)	\$ (78,444)



Attachment: 2018-2019 Proposed Budget (Adopt FY 2018-2019 budget)



CITY OF ARVIN

2018-2019 Operating Budget

PUBLIC WORKS GENERAL FUND

FUND NO. : 100		Audited	Audited	Pre Audit	Projected	Proposed
DEPT NO.: 019	Account	2014-2015	2015-2016	2016-2017	2017-2018	Budget 2018-2019
REVENUE						
Grant Revenue	4049	\$ -			\$ -	\$ -
Encroachment Permits	4029	\$ -				
Miscellaneous Revenue	4054	\$ 749	\$ 231	\$ 865	\$ 749	\$ 749
Rebates	4070					
AQMD Grant	4074					
Total Revenue		\$ 749	\$ 231	\$ 865	\$ 749	\$ 749
EXPENDITURES						
Salaries - Full-time	5001	\$ -		\$ -	\$ -	\$ -
Salaries - Overtime	5003	\$ -		\$ -	\$ -	\$ -
Payroll Taxes	5009	\$ -		\$ -	\$ -	\$ -
Medical Insurance	5015	\$ -		\$ -	\$ -	\$ -
CalPERS	5011	\$ -		\$ -	\$ -	\$ -
Total Salary and Benefits		\$ -	\$ -	\$ -	\$ -	\$ -
Maintenance Other	5008	\$ 2,876	\$ 10,440	\$ 4,538	\$ 2,049	\$ 2,049
Vehicle Maintenance	5012	\$ 54	\$ 282	\$ 215	\$ 2,601	\$ 10,000
Risk Management	5013	\$ 1,484	\$ 5,601		\$ -	\$ -
Workman Comp	5014	\$ -	\$ -			\$ -
Office Supplies	5016	\$ 10	\$ 540	\$ 136	\$ 1,153	\$ 1,153
Legal Expense	5018	\$ -	\$ 3,696	\$ 36,075	\$ 14,943	\$ 5,000
Maintenance - Graffiti Removal	5020	\$ -	\$ 525	\$ 90	\$ -	\$ -
Training	5021	\$ -		\$ -	\$ -	\$ -
Licenses, Permits, Fees	5022	\$ 244	\$ 467	\$ 1,778	\$ 1,484	\$ 1,484
Uniforms	5023	\$ -	\$ 270	\$ 3,150	\$ 3,267	\$ 3,267
Professional Services	5034			\$ 520	\$ -	\$ -
Communications	5036		\$ 346	\$ 4,303	\$ 4,540	\$ 5,000
Community Expense	5046			\$ -	\$ 41	\$ 41
Utilities - Electricity	5048	\$ -				
Capital Expense	5052	\$ -	\$ 1,801	\$ -	\$ -	\$ -
Telephone	5056	\$ -	\$ 5,323	\$ 4,363	\$ 3,263	\$ 3,263
Utilities	5060	\$ 1,700	\$ 2,296	\$ 2,430	\$ 2,796	\$ 2,796
Engineering Svc	5070			\$ 36,807	\$ 5,515	\$ 5,515
Outside Services	5077	\$ 390	\$ 524	\$ 13,266	\$ 22,785	\$ 22,785
Fuel Expense	5080	\$ -	\$ -	\$ -	\$ -	\$ -
Operating Transfer out	5093			\$ 2,907	\$ -	\$ -
Shop Supplies	5094	\$ 322	\$ 2,949	\$ 17,274	\$ 16,840	\$ 16,840
Total Operating Expenses		\$ 7,080	\$ 35,059	\$ 127,852	\$ 81,277	\$ 79,193
Total Expenditures		\$ 7,080	\$ 35,059	\$ 127,852	\$ 81,277	\$ 79,193
Total Surplus or (Deficits)		\$ (6,331)	\$ (34,828)	\$ (126,987)	\$ (80,528)	\$ (78,444)

Attachment: 2018-2019 Proposed Budget (Adopt FY 2018-2019 budget)



CITY OF ARVIN
2018-2019 Operating Budget

L.L.M.D. #1 (Kern County Fund - 20004)
SPECIAL REVENUE FUND

DEPARTMENT DESCRIPTION:

The Landscaping and Lighting Maintenance Assessment Districts were established by the City to provide for new developments within identified areas to have assessments applied to the properties in order to support the landscape and lighting requirements for these areas.

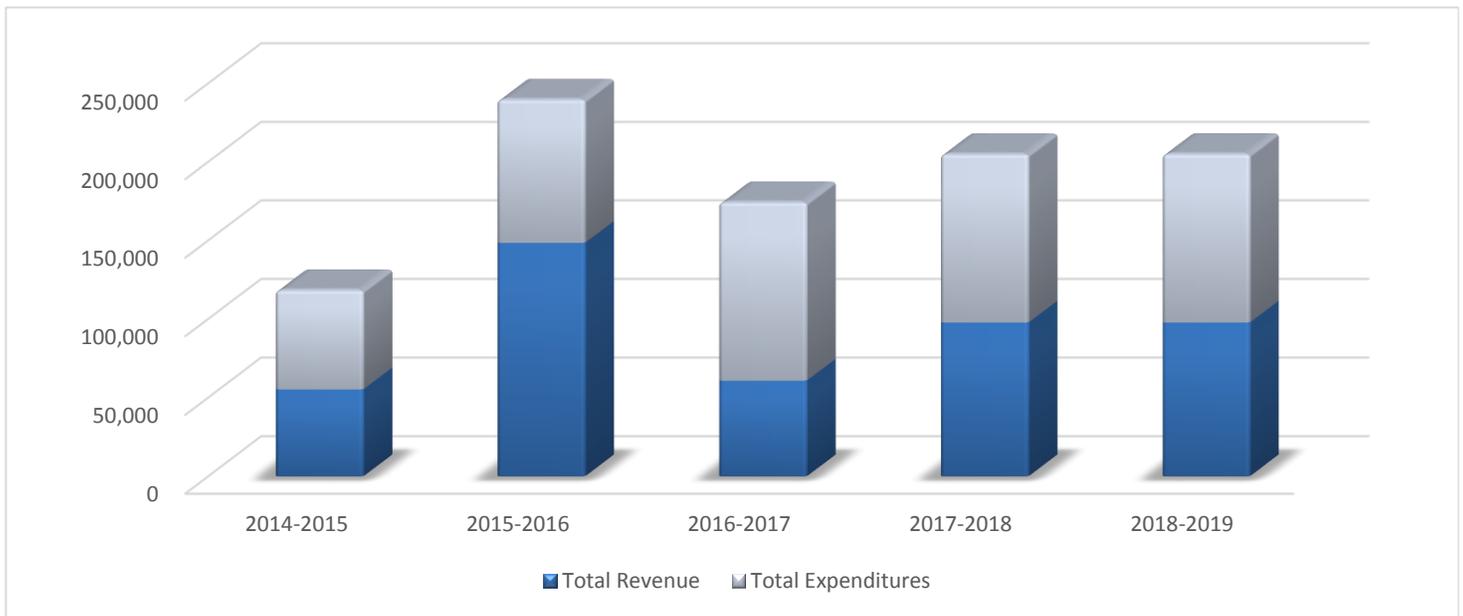
FISCAL YEAR OBJECTIVES:

Fiscal Year Objectives

Maintain the City's landscaping on a regularly scheduled basis to help improve the image of the City.

FUND NO. : 240	Account	Audited 2014-2015	Audited 2015-2016	Pre Audit 2016-2017	Projected 2017-2018	Proposed Budget 2018-2019
DEPT NO.: 025						
REVENUE						
Transfers In - General Fund	4099					
Total Revenue		\$ 55,203	\$ 148,438	\$ 60,774	\$ 97,711	\$ 97,711
EXPENDITURES						
Total Salary and Benefits		\$ 15,956	\$ 13,903	\$ 2,544	\$ 11,944	\$ 12,029
Total Operating Expenses		\$ 47,177	\$ 77,361	\$ 110,969	\$ 95,263	\$ 95,263
Total Expenditures		\$ 63,133	\$ 91,264	\$ 113,513	\$ 107,207	\$ 107,292
Total Surplus or (Deficits)		\$ (7,930)	\$ 57,174	\$ (52,739)	\$ (9,496)	\$ (9,581)

BUDGET SUMMARY



Attachment: 2018-2019 Proposed Budget (Adopt FY 2018-2019 budget)



CITY OF ARVIN

2018-2019 Operating Budget

L.L.M.D. #1 (Kern County Fund - 20004) SPECIAL REVENUE FUND

FUND NO. : 240		Audited	Audited	Pre Audit	Projected	Proposed
DEPT NO.: 025	Account	2014-2015	2015-2016	2016-2017	2017-2018	Budget
						2018-2019
REVENUE						
Assessment Income	4007	\$ 55,203	\$ 147,679	\$ 59,838	\$ 97,711	\$ 97,711
Interest Income	4040		\$ 599	\$ 351	\$ -	\$ -
Miscellaneous	4054	\$ -	\$ 160	\$ 585	\$ -	\$ -
Rebates	4070		\$ -	\$ -	\$ -	\$ -
Transfers In - General Fund	4099	\$ -	\$ -	\$ -	\$ -	\$ -
Total Revenue		\$ 55,203	\$ 148,438	\$ 60,774	\$ 97,711	\$ 97,711
EXPENDITURES						
Salaries - Full-time	5001	\$ 13,521	\$ 11,452	\$ 1,900	\$ 10,047	\$ 10,033
Salaries - Part time	5004	\$ -	\$ -	\$ -	\$ -	\$ -
Payroll Taxes	5009	\$ 1,023	\$ 1,072	\$ 320	\$ 959	\$ 896
Medical Insurance	5015	\$ -	\$ -	\$ -	\$ -	\$ -
CalPERS	5011	\$ 1,411	\$ 1,379	\$ 324	\$ 939	\$ 1,099
Total Salary and Benefits		\$ 15,956	\$ 13,903	\$ 2,544	\$ 11,944	\$ 12,029
Maintenance - Other	5008	\$ 1,222	\$ 1,377	\$ 1,203	\$ 13	\$ 13
Maintenance - Vehicle	5012	\$ 19	\$ 17	\$ 6	\$ -	\$ -
Risk Management	5013	\$ 1,324	\$ 1,487	\$ 1,385	\$ 2,781	\$ 2,781
Workman Comp	5014	\$ 1,400	\$ 1,014	\$ -	\$ -	\$ -
Legal Expenses - Special	5018			\$ -	\$ 991	\$ 991
Uniforms	5023	\$ -	\$ -	\$ -	\$ -	\$ -
Administrative Service	5032	\$ 8,201	\$ 12,512	\$ 18,843	\$ 5,589	\$ 5,589
Professional Services	5034	\$ 791	\$ -	\$ -	\$ -	\$ -
Utilities-Street Lights	5048	\$ -	\$ 279	\$ -	\$ -	\$ -
Telephone	5056	\$ 208	\$ 288	\$ -	\$ -	\$ -
Utilities	5060	\$ 33,977	\$ 40,828	\$ 45,506	\$ 53,936	\$ 53,936
K. C. Administrative Charge	5067	\$ -	\$ -	\$ -	\$ -	\$ -
Engineering	5070	\$ -	\$ 2,951	\$ 1,051	\$ 2,320	\$ 2,320
Landscaping Services	5077	\$ 35	\$ 16,144	\$ 42,975	\$ 29,633	\$ 29,633
Fuel Expense	5080	\$ -	\$ -	\$ -	\$ -	\$ -
Advertising - Publications-Print	5082	\$ -	\$ 464	\$ -	\$ -	\$ -
Total Operating Expenses		\$ 47,177	\$ 77,361	\$ 110,969	\$ 95,263	\$ 95,263
Total Expenditures		\$ 63,133	\$ 91,264	\$ 113,513	\$ 107,207	\$ 107,292
Total Surplus or (Deficits)		\$ (7,930)	\$ 57,174	\$ (52,739)	\$ (9,496)	\$ (9,581)

Attachment: 2018-2019 Proposed Budget (Adopt FY 2018-2019 budget)



CITY OF ARVIN
2018-2019 Operating Budget

L.L.M.D. #2 (Kern County Fund 20008)
SPECIAL REVENUE FUND

DEPARTMENT DESCRIPTION:

The Landscaping and Lighting Maintenance Assessment Districts were established by the City to provide for new developments within identified areas to have assessments applied to the properties in order to support the landscape and lighting requirements for these areas.

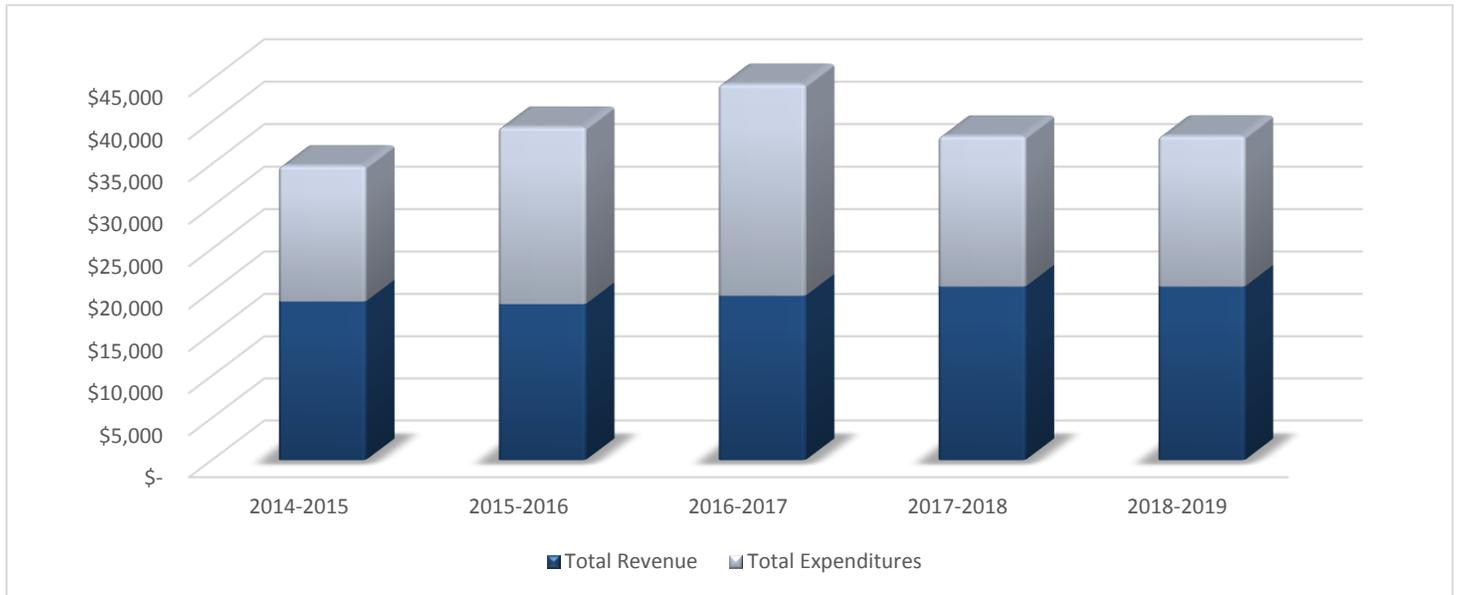
FISCAL YEAR OBJECTIVES:

Fiscal Year Objectives

Maintain the City's landscaping on a regularly scheduled basis to help improve the image of the City.

FUND NO. : 242	Account	Audited 2014-2015	Audited 2015-2016	Pre Audit 2016-2017	Projected 2017-2018	Proposed Budget 2018-2019
DEPT NO.: 027						
REVENUE						
Total Revenue		\$ 18,806	\$ 18,493	\$ 19,484	\$ 20,558	\$ 20,558
EXPENDITURES						
Total Salary and Benefits		\$ 3,461	\$ 1,638	\$ (85)	\$ 997	\$ 1,004
Total Operating Expenses		\$ 12,516	\$ 19,226	\$ 25,003	\$ 16,744	\$ 16,744
Total Expenditures		\$ 15,976	\$ 20,864	\$ 24,918	\$ 17,741	\$ 17,748
Total Surplus or (Deficits)		\$ 2,830	\$ (2,371)	\$ (5,434)	\$ 2,817	\$ 2,810

BUDGET SUMMARY



Attachment: 2018-2019 Proposed Budget (Adopt FY 2018-2019 budget)



CITY OF ARVIN
2018-2019 Operating Budget

L.L.M.D. #2 (Kern County Fund 20008)
SPECIAL REVENUE FUND

FUND NO. : 242		Audited	Audited	Pre Audit	Projected	Proposed
DEPT NO.: 027	Account	2014-2015	2015-2016	2016-2017	2017-2018	Budget
						2018-2019
REVENUE						
Assessment Income	4007	\$ 18,806	\$ 18,493	\$ 19,374	\$ 20,558	\$ 20,558
Interest Income	4040		\$ 274	\$ 110	\$ -	\$ -
Total Revenue		\$ 18,806	\$ 18,493	\$ 19,484	\$ 20,558	\$ 20,558
EXPENDITURES						
Salaries - Part-time	5001	\$ 2,952	\$ 1,346	\$ (96)	\$ 808	\$ 807
Salaries - Full-time	5004	\$ -	\$ -	\$ -	\$ -	\$ -
Payroll Taxes	5009	\$ 207	\$ 121	\$ 6	\$ 103	\$ 96
Medical Insurance	5015	\$ -	\$ -	\$ -	\$ -	\$ -
CalPERS	5011	\$ 302	\$ 171	\$ 5	\$ 87	\$ 101
Total Salary and Benefits		\$ 3,461	\$ 1,638	\$ (85)	\$ 997	\$ 1,004
Maintenance - Other	5008	\$ 235	\$ 301	\$ 332	\$ 13	\$ 13
Maintenance - Vehicle	5012	\$ 4	\$ 1	\$ -	\$ -	\$ -
Workman Comp	5014	\$ 300	\$ 119	\$ -	\$ -	\$ -
Uniforms	5023	\$ -	\$ -	\$ -	\$ -	\$ -
Administrative Services	5032	\$ 6,272	\$ 9,570	\$ 10,073	\$ 2,794	\$ 2,794
Professional Services	5034	\$ 167	\$ -	\$ -	\$ -	\$ -
Outside Admin/Regulatory Fees	5035	\$ -	\$ -	\$ -	\$ -	\$ -
Legal Expenses - Special	5042	\$ 806	\$ -	\$ -	\$ 1,255	\$ 1,255
Telephone	5056	\$ 46	\$ 41	\$ -	\$ -	\$ -
Utilities	5060	\$ 4,678	\$ 4,313	\$ 5,202	\$ 5,895	\$ 5,895
K. C. Administrative Charge	5067	\$ -	\$ -	\$ -	\$ -	\$ -
Engineering	5070	\$ -	\$ 2,951	\$ 1,051	\$ 920	\$ 920
Outside Services	5077	\$ 8	\$ 1,930	\$ 8,345	\$ 5,867	\$ 5,867
Fuel Expense	5080	\$ -	\$ -	\$ -	\$ -	\$ -
Advertising - Publications-Print	5082	\$ -	\$ -	\$ -	\$ -	\$ -
Total Operating Expenses		\$ 12,516	\$ 19,226	\$ 25,003	\$ 16,744	\$ 16,744
Total Expenditures		\$ 15,976	\$ 20,864	\$ 24,918	\$ 17,741	\$ 17,748
Total Surplus or (Deficits)		\$ 2,830	\$ (2,371)	\$ (5,434)	\$ 2,817	\$ 2,810

Attachment: 2018-2019 Proposed Budget (Adopt FY 2018-2019 budget)



CITY OF ARVIN

2018-2019 Operating Budget
(STREETS AND ROADS)

TDA NON-TRANSIT FUND: SPECIAL REVENUE

DEPARTMENT DESCRIPTION:

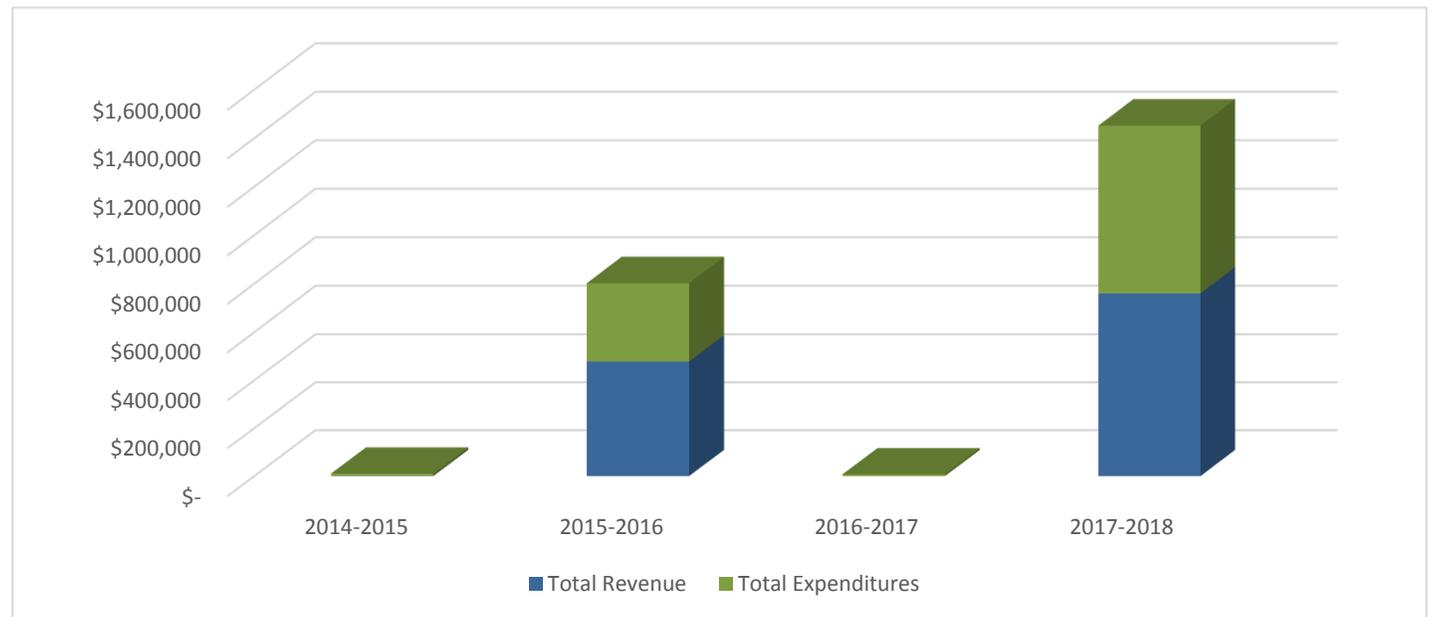
This department provides maintenance service for the City. The salaries of the Public Works employees are allocated to other departments and Special reporting allocations.

FISCAL YEAR OBJECTIVES:

Fiscal Year Objectives

Service streets on a scheduled basis to satisfy the citizens needs.

FUND NO.: 220	Account	Audited 2015	Audited 2015-2016	Pre Audit 2016-2017	Projected 2017-2018	Proposed Budget 2018-2019
DEPT NO.: 022						
REVENUE						
Total Revenue		\$ -	\$ 968	\$ 478,346	\$ -	\$ 759,559
EXPENDITURES						
Total Salary and Benefits		\$ 53	\$ 624	\$ 481	\$ -	\$ -
Transfer Out Totals		\$ -	\$ -	\$ (2,548)	\$ -	\$ -
Total Operating Expenses		\$ 2,600	\$ 8,836	\$ 323,109	\$ 7,684	\$ 691,949
Total Expenditures		\$ 2,653	\$ 9,460	\$ 323,590	\$ 7,684	\$ 691,949
Total Surplus or (Deficits)		\$ (2,653)	\$ (8,492)	\$ 154,756	\$ (7,684)	\$ 67,610
BUDGET SUMMARY						



Attachment: 2018-2019 Proposed Budget (Adopt FY 2018-2019 budget)



CITY OF ARVIN

2018-2019 Operating Budget
(STREETS AND ROADS)

TDA NON-TRANSIT

FUND: SPECIAL REVENUE

FUND NO.: 220	Audited			Pre Audit	Projected	Proposed Budget
DEPT NO.: 022	Account	2014-2015	2015-2016	2016-2017	2017-2018	2018-2019
REVENUE						
T.D.A. Non Transit	4051	\$ -	\$ -	\$ 478,346	\$ -	\$ 759,559
Interest Income	4040		\$ 968	\$ -	\$ -	\$ -
Measure L						
Total Revenue		\$ -	\$ 968	\$ 478,346	\$ -	\$ 759,559
EXPENDITURES						
Salaries - Full-time	5001	\$ 45	\$ 534	\$ 410	\$ -	
Payroll Taxes	5009	\$ 3	\$ 35	\$ 30	\$ -	
Medical Insurance	5015	\$ -	\$ -	\$ -	\$ -	
CalPERS	5011	\$ 5	\$ 55	\$ 41	\$ -	
Total Salary and Benefits		\$ 53	\$ 624	\$ 481	\$ -	\$ -
Maintenance	5008	\$ -	\$ 4	\$ -	\$ -	\$ -
Vehicle Maintenance	5012	\$ -	\$ -	\$ -	\$ -	\$ -
Risk Management	5013	\$ -	\$ 91	\$ 8,438	\$ 4,889	\$ 4,889
Workman Comp	5014	\$ -	\$ 47	\$ -	\$ -	\$ 3,152
Uniforms	5023	\$ -	\$ -	\$ -	\$ -	\$ -
Administrative Services	5032	\$ 2,600	\$ 7,359	\$ 11,616	\$ 2,795	\$ 2,795
Professional Services	5034	\$ -	\$ -	\$ -	\$ -	\$ -
Miscellaneous Expense	5046	\$ -	\$ -	\$ -	\$ -	\$ -
Capital Expense	5052	\$ -	\$ -	\$ 286,530	\$ -	\$ 681,113
Telephone	5056	\$ -	\$ 13	\$ -	\$ -	\$ -
Street Sweeper	5063	\$ -	\$ -	\$ -	\$ -	\$ -
Engineering Svc.	5070		\$ 1,296	19,073.00	\$ -	\$ -
Outside Svc.	5077			\$ -	\$ -	\$ -
Fuel	5080	\$ -	\$ -	\$ -	\$ -	\$ -
Other Employee Costs	5091	\$ -	\$ -	\$ -	\$ -	\$ -
Shop Supplies	5094	\$ -	\$ 26	\$ -	\$ -	\$ -
Transfer Out - Capital	5093	\$ -	\$ -	\$ (2,548)	\$ -	\$ -
Transfer Out - Sycamore		\$ -	\$ -			
Total Operating Expenses		\$ 2,600	\$ 8,836	\$ 323,109	\$ 7,684	\$ 691,949
Total Expenditures		\$ 2,653	\$ 9,460	\$ 323,590	\$ 7,684	\$ 691,949
Total Surplus or (Deficits)		\$ (2,653)	\$ (8,492)	\$ 154,756	\$ (7,684)	\$ 67,610

Attachment: 2018-2019 Proposed Budget (Adopt FY 2018-2019 budget)

City of Arvin
Annual Operating Budget
Fiscal Year 2018-2019



Special Revenue Funds



CITY OF ARVIN
 2018-2019 Operating Budget

**GAS TAX - STREETS
 SPECIAL REVENUE FUND**

DEPARTMENT DESCRIPTION:

The State Gas Tax Fund accounts for revenues appointed under the Streets and Highways Code of the State of California from the purchase of gasoline and are distributed by the State Controller's office each month per established apportionments. These funds are used for street - related purposes. The fund also includes revenues from Caltrans for Street Sweeper services.

FISCAL YEAR OBJECTIVES:

Fiscal Year Objectives

Use these funds to properly maintain City streets on a scheduled basis to satisfy Citizen requirements.

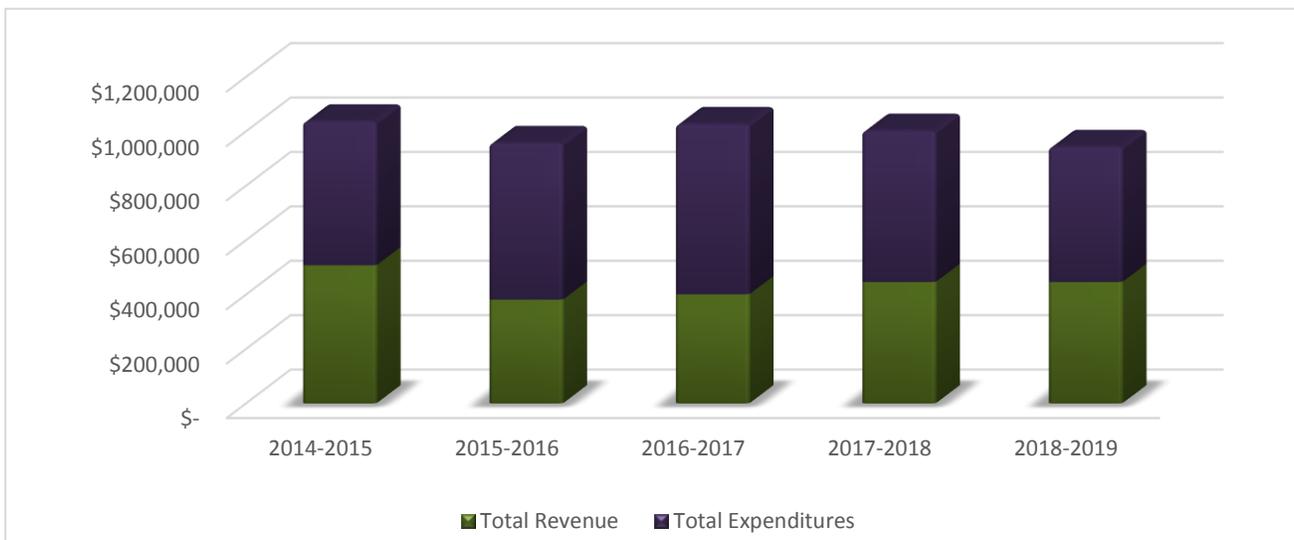
FUND NO.: 200	Audited	Audited	Pre Audit	Projected	Proposed Budget	
DEPT NO.: 020	Account	2014-2015	2015-2016	2016-2017	2017-2018	2018-2019

REVENUE										
Total Revenue	\$	507,521	\$	381,112	\$	400,948	\$	446,080	\$	446,080

EXPENDITURES										
Total Salary and Benefits	\$	238,122	\$	284,734	\$	329,584	\$	317,380	\$	242,829
Total Capital Expenses	\$	104	\$	-	\$	296,011	\$	238,556	\$	253,404
Total Transfers Out	\$	146,150	\$	-	\$	-	\$	-	\$	-
Total Operating Expenses	\$	144,439	\$	291,021	\$	-	\$	-	\$	-
Total Expenditures	\$	528,815	\$	575,755	\$	625,595	\$	555,936	\$	496,232

Total Surplus or (Deficits)	\$	(21,293)	\$	(194,643)	\$	(224,647)	\$	(109,856)	\$	(50,152)
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BUDGET SUMMARY



Attachment: 2018-2019 Proposed Budget (Adopt FY 2018-2019 budget)



CITY OF ARVIN
2018-2019 Operating Budget

GAS TAX - STREETS
SPECIAL REVENUE FUND

FUND NO.: 200		Audited	Audited	Pre Audit	Projected	Proposed Budget
DEPT NO.: 020	Account	2014-2015	2015-2016	2016-2017	2017-2018	2018-2019
REVENUE						
Highway Users Tax 2105	4006	\$ 105,216	\$ 104,678	\$ 117,874	\$ 115,115	\$ 115,115
Highway Users Tax 2106	4008	\$ 39,582	\$ 40,371	\$ 49,705	\$ 51,544	\$ 51,544
Highway Users Tax 2103	4009	\$ 201,949	\$ 86,731	\$ 55,991	\$ 85,368	\$ 85,368
Highway Users Tax 2107	4010	\$ 145,833	\$ 135,911	\$ 149,445	\$ 147,332	\$ 147,332
Highway Users Tax 2107.5	4012	\$ 11,667	\$ 5,000	\$ 5,000	\$ 6,667	\$ 6,667
Cal-Trans Maintenance	4015	\$ 3,275	\$ 8,421	\$ 22,456	\$ 7,485	\$ 7,485
Traffic Congestion Relief	4027		\$ -	\$ -	\$ 32,069	\$ 32,069
Interest Income	4040		\$ 2,384	\$ 477	\$ 500	\$ 500
Miscellaneous	4054		\$ -	\$ -	\$ -	\$ -
Rebates	4070		\$ -	\$ -	\$ -	\$ -
Operating Transfer In	4099		\$ -	\$ -	\$ -	\$ -
Reimbursement Acct.	4119				\$ -	\$ -
Total Revenue		\$ 507,521	\$ 381,112	\$ 400,948	\$ 446,080	\$ 446,080

Attachment: 2018-2019 Proposed Budget (Adopt FY 2018-2019 budget)



CITY OF ARVIN
2018-2019 Operating Budget

GAS TAX - STREETS
SPECIAL REVENUE FUND

FUND NO.: 200		Audited	Audited	Pre Audit	Projected	Proposed Budget
DEPT NO.: 020	Account	2014-2015	2015-2016	2016-2017	2017-2018	2018-2019
EXPENDITURES						
Salaries - Full-time	5001	\$ 154,923	\$ 169,589	\$ 190,965	182,536	141,996
Salaries - Overtime	5003	\$ 1,823	\$ 4,923	\$ 4,664	\$ 3,740	\$ 4,599
Payroll Taxes	5009	\$ 13,600	\$ 13,407	\$ 18,371	\$ 15,168	\$ 11,046
Medical Insurance	5015	\$ 53,863	\$ 80,925	\$ 95,985	\$ 98,207	\$ 69,014
CalPERS	5011	\$ 13,912	\$ 15,890	\$ 19,599	\$ 17,729	\$ 16,173
Total Salary and Benefits		\$ 238,122	\$ 284,734	\$ 329,584	\$ 317,380	\$ 242,829
Maintenance	5008	\$ 20,277	\$ 4,396	\$ 14,778	\$ 4,932	\$ 4,932
Signal Maintenance	5010	\$ 1,131	\$ 7,556	\$ 3,730	\$ 1,224	\$ 1,224
Vehicle Maintenance.	5012	\$ 4,457	\$ 51,989	\$ 65,547	\$ 43,600	\$ 43,600
Risk Management	5013	\$ 10,009	\$ 11,534	\$ 10,309	\$ 6,217	\$ 6,217
Workman Comp	5014	\$ 14,565	\$ 15,852	\$ -	\$ 14,261	\$ 11,109
Maintenance - Graffiti	5020	\$ 5,052	\$ 895	\$ -	\$ -	\$ -
Training	5021	\$ 188	\$ 895	\$ 636	-	-
Uniforms	5023	\$ 2,547	\$ 5,775	\$ 4,431	\$ 3,388	\$ 3,388
Street Striping	5031	\$ 1,403	\$ 15,505	\$ 12,449	\$ 15,395	\$ 15,395
Administrative Services	5032	\$ 9,649	\$ 14,717	\$ 23,232	\$ 41,916	\$ 41,916
Professional Services	5034	\$ -	\$ 142	\$ 8,340	\$ -	\$ -
Communications	5036		\$ -	\$ -	\$ -	\$ -
Street Sweeper	5039	\$ 10,955	\$ 65,922	\$ 14,442	\$ 14,221	\$ 23,221
Move Street Sweeper to Measure L						
Street Signs	5043	\$ 544	\$ 5,170	\$ (2,963)	\$ 13,545	\$ 22,545
Tree Maintenance	5045	\$ -	\$ 4	\$ -	\$ -	\$ -
Community Expense	5046	\$ -	\$ 71	\$ 350	\$ -	\$ -
Capital Expense	5052		\$ 2,454	\$ 69,710	\$ -	\$ -
Telephone	5056	\$ 2,287	\$ 2,073	\$ -	\$ -	\$ -
Utilities	5060	\$ 45,613	\$ 49,884	\$ 58,110	\$ 61,665	\$ 61,665
Dues and Subscriptions	5062	\$ 368	\$ 333	\$ 392	\$ 739	\$ 739
Outside Services	5077	\$ 283	\$ 24,033	\$ (3,618)	\$ 927	\$ 927
Fuel	5080	\$ 13,587	\$ 11,821	\$ 16,076	\$ 16,525	\$ 16,525
Employee Costs	5091	\$ 1,524	\$ -	\$ 60	\$ -	\$ -
Shop Supplies	5094	\$ -	\$ -	\$ -	\$ -	\$ -
Transfer Out	5093	\$ 146,150		\$ -	\$ -	\$ -
Transfer Out	5093	\$ -				
Total Capital Expenses		\$ 104	\$ -	\$ 296,011	\$ 238,556	\$ 253,404
Total Transfers Out		\$ 146,150	\$ -	\$ -		
Total Operating Expenses		\$ 144,439	\$ 291,021			
Total Expenditures		\$ 528,815	\$ 575,755	\$ 625,595	\$ 555,936	\$ 496,232
Total Surplus or (Deficits)		\$ (21,293)	\$ (194,643)	\$ (224,647)	\$ (109,856)	\$ (50,152)

Attachment: 2018-2019 Proposed Budget (Adopt FY 2018-2019 budget)



CITY OF ARVIN
2018-2019 Operating Budget

**TRAFFIC OFFENDER
SPECIAL REVENUE FUND**

DEPARTMENT DESCRIPTION:

The City of Arvin obtained this grant in 2010 from the Office of Traffic Safety for the development of a DUI enforcement and awareness program. Part of the grant requirement was to establish an administrative recovery fee for impound vehicles. The City Council established a fee of \$35.00 per vehicle release. The grant and the continued collection of these fees are to be used to support the grant objectives.

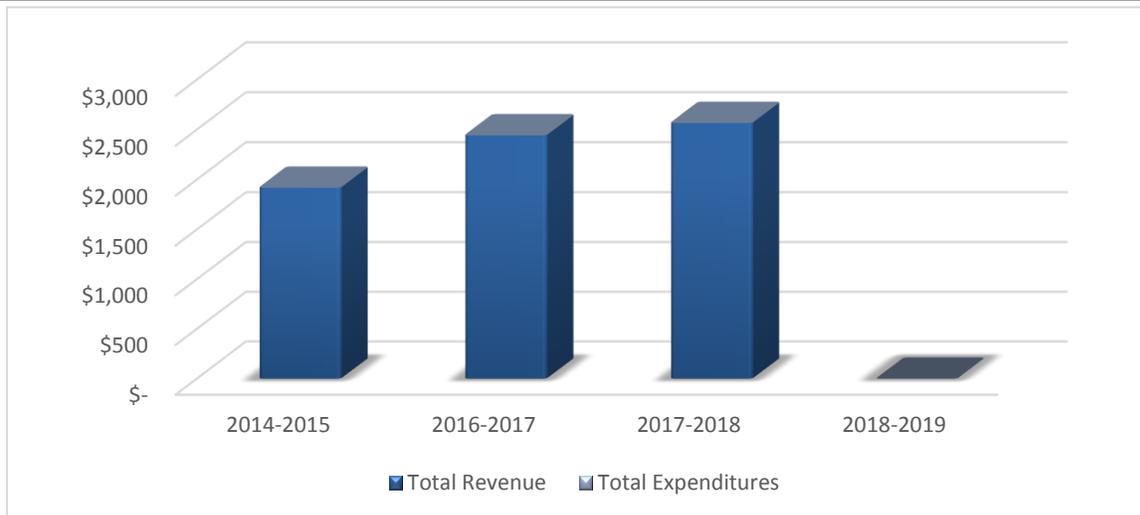
FISCAL YEAR OBJECTIVES:

Fiscal Year Objectives

Use these funds to the benefit of the Citizens.

FUND NO.: 236 DEPT NO.: 048	Account	Audited 2014-2015	Audited 2015-2016	Pre Audit 2016-2017	Projected 2017-2018	Proposed Budget 2018-2019
REVENUE						
Traffic Offenders Fee	4071	\$ 1,919	\$ 1,645	\$ 2,415	\$ 2,567	\$ -
Interest Income	4040			\$ 28		
Total Revenue		\$ 1,919	\$ 1,645	\$ 2,443	\$ 2,567	\$ -
EXPENDITURES						
Safety Equipment	5040	\$ -	\$ -	\$ -	\$ -	\$ -
Capital Expense	5052			\$ -	\$ -	\$ -
Transfer Out to Police Dept	5093	\$ -	\$ -	\$ -	\$ -	\$ -
Total Expenditures		\$ -	\$ -	\$ -	\$ -	\$ -
Total Surplus or (Deficits)		\$ 1,919	\$ 1,645	\$ 2,443	\$ 2,567	\$ -

BUDGET SUMMARY



Attachment: 2018-2019 Proposed Budget (Adopt FY 2018-2019 budget)



CITY OF ARVIN
2018-2019 Operating Budget

AB 109 Revenue
SPECIAL REVENUE FUND

DEPARTMENT DESCRIPTION:

This fund was created to allocate money to cities and counties for law enforcement and public safety purposes. The money is used to fund 1 police officer salary and other associated costs.

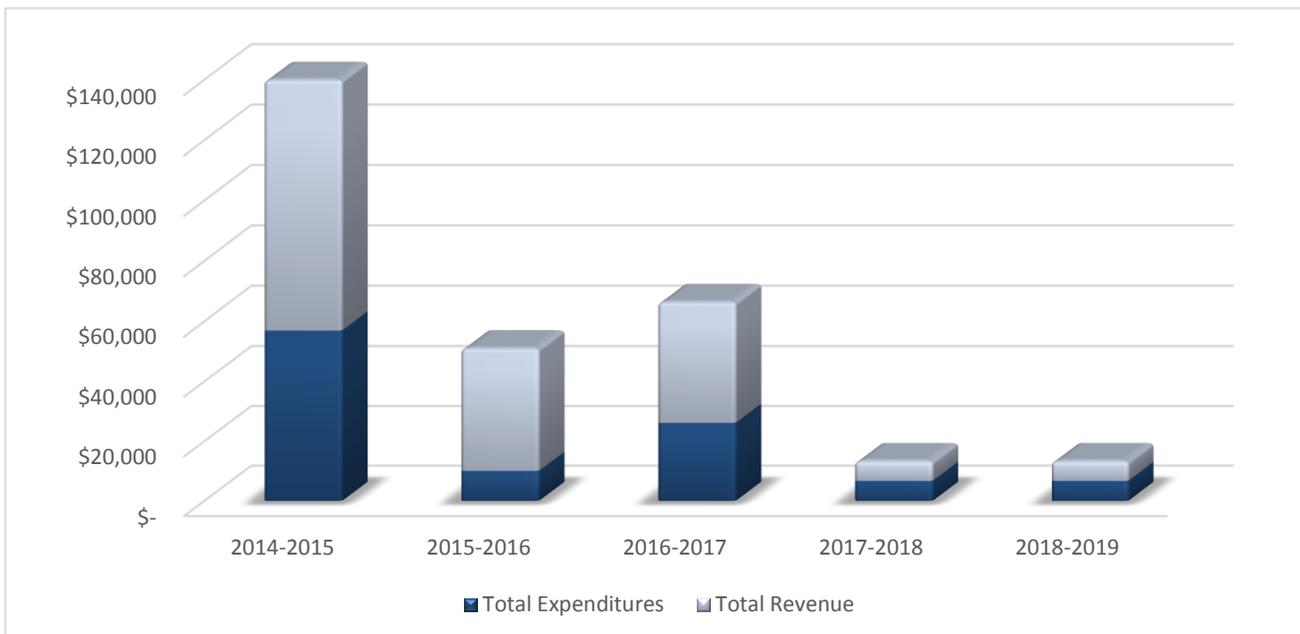
FISCAL YEAR OBJECTIVES:

Fiscal Year Objectives

Use these funds to the benefit of the Citizens.

FUND NO. : 234	Account	Audited 2014-2015	Audited 2015-2016	Pre Audit 2016-2017	Projected 2017-2018	Proposed Budget 2018-2019
DEPT NO.: 014						
REVENUE						
Total Revenue		\$ 83,000	\$ 41,000	\$ 40,262	\$ 6,670	\$ 6,670
EXPENDITURES						
Total Salary and Benefits		\$ 20,567	\$ 9,570	\$ 23,163	\$ 6,670	\$ 6,670
Capital Expense	5052	\$ 22,143	\$ -	\$ -	\$ -	\$ -
Operating Transfers Out	5093	\$ -	\$ -	\$ -	\$ -	\$ -
Total Operating Expenses		\$ 14,234	\$ 458	\$ 2,964	\$ -	\$ -
Total Expenditures		\$ 56,944	\$ 10,028	\$ 26,127	\$ 6,670	\$ 6,670
Total Surplus or (Deficits)		\$ 26,056	\$ 30,972	\$ 14,135	\$ -	\$ -

BUDGET SUMMARY



Attachment: 2018-2019 Proposed Budget (Adopt FY 2018-2019 budget)



CITY OF ARVIN
2018-2019 Operating Budget

AB 109 Revenue
SPECIAL REVENUE FUND

FUND NO. : 234		Audited	Audited	Pre Audit	Projected	Proposed Budget
DEPT NO.: 014	Account	2014-2015	2015-2016	2016-2017	2017-2018	2018-2019
REVENUE						
Grant Income	4091	\$ 83,000	\$ 41,000	\$ 40,071	\$ 6,670	\$ 6,670
Interest Income	4040	\$ -		\$ 191	\$ -	\$ -
Total Revenue		\$ 83,000	\$ 41,000	\$ 40,262	\$ 6,670	\$ 6,670
EXPENDITURES						
Salaries - Full Time	5001	\$ -	\$ -	\$ -	\$ -	
Salaries - Overtime	5003	\$ 20,453	\$ 8,760	\$ 20,897	\$ 6,096	\$ 6,096
Salaries - Overtime - Non-Sworn	5122	\$ -	\$ -	\$ -		\$ -
Payroll Taxes	5009	\$ 114	\$ 810	\$ 2,266	\$ 574	\$ 574
Medical Insurance	5015	\$ -	\$ -	\$ -	\$ -	\$ -
CalPERS	5011	\$ -	\$ -	\$ -	\$ -	\$ -
Total Salary and Benefits		\$ 20,567	\$ 9,570	\$ 23,163	\$ 6,670	\$ 6,670
Risk Management	5013	\$ -	\$ -			
Workman Comp	5014	\$ -	\$ -	\$ -	\$ -	\$ -
Office Supplies	5016	\$ -	\$ -	\$ -	\$ -	\$ -
Training	5021	\$ -	\$ -	\$ -	\$ -	\$ -
Uniforms	5023	\$ -	\$ -	\$ -	\$ -	\$ -
Administrative Services	5032	\$ -	\$ -			\$ -
Professional Services	5034	\$ -	\$ -	\$ -	\$ -	\$ -
Safety Equipment	5040	\$ 13,000	\$ -	\$ 2,964	\$ -	\$ -
Miscellaneous Expense	5046	\$ 1,234	\$ 458	\$ -	\$ -	\$ -
Dues and Subscriptions	5062	\$ -	\$ -	\$ -	\$ -	\$ -
Outside Services	5077	\$ -	\$ -	\$ -	\$ -	\$ -
Advertising-Publications-Print	5082	\$ -	\$ -	\$ -	\$ -	\$ -
Capital Expense	5052	\$ 22,143		-		-
Operating Transfers Out	5093	\$ -	\$ -	\$ -	\$ -	\$ -
Total Operating Expenses		\$ 14,234	\$ 458	\$ 2,964	\$ -	\$ -
Total Expenditures		\$ 56,944	\$ 10,028	\$ 26,127	\$ 6,670	\$ 6,670
Total Surplus or (Deficits)		\$ 26,056	\$ 30,972	\$ 14,135	\$ -	\$ -

Attachment: 2018-2019 Proposed Budget (Adopt FY 2018-2019 budget)



CITY OF ARVIN
 2018-2019 Operating Budget

STATE C.O.P.S GRANT-AB 3229
SPECIAL REVENUE FUND

DEPARTMENT DESCRIPTION:

AB 3229 created the Citizens Option for Public Safety Program. This bill allocates money to cities and counties for law enforcement and public safety. These funds are distributed to local Municipalities by an internal formula. This Grant is used to fund 2 officers salary and other associated costs.

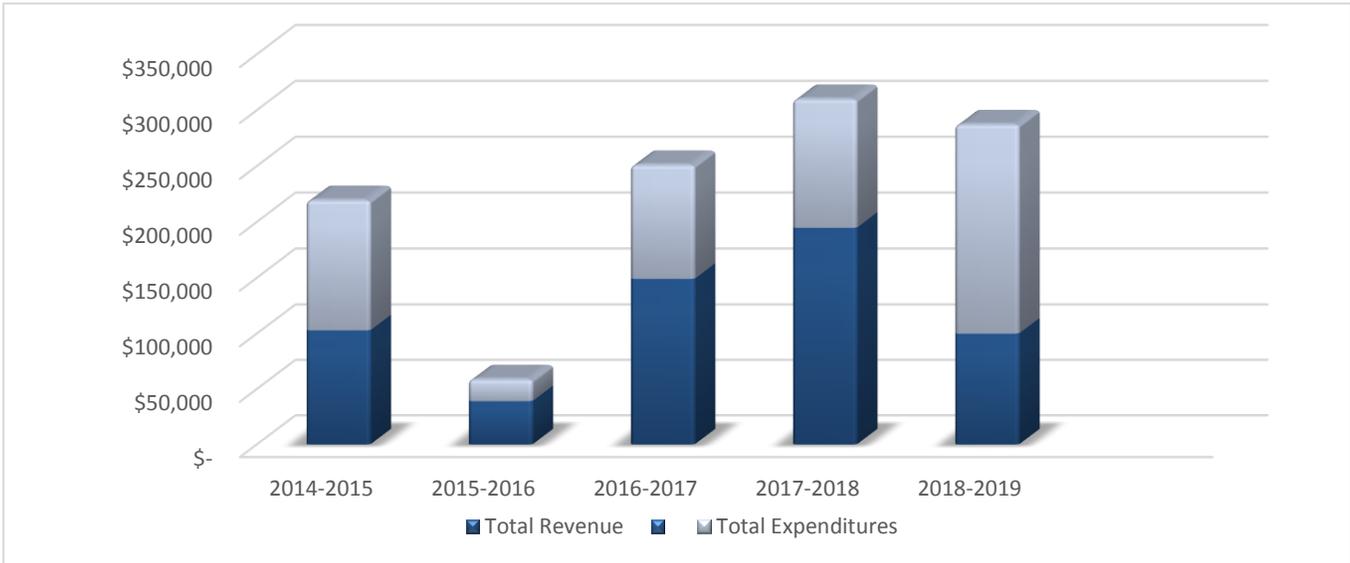
FISCAL YEAR OBJECTIVES:

Fiscal Year Objectives

Use these funds to the benefit of the Citizens.

FUND NO. : 230	Account	Audited 2014-2015	Audited 2015-2016	Pre Audit 2016-2017	Projected 2017-2018	Proposed Budget 2018-2019
DEPT NO.: 032						
REVENUE						
Total Revenue		\$ 102,927	\$ 39,082	\$ 149,140	\$ 194,801	\$ 100,000
EXPENDITURES						
Total Salary and Benefits		\$ 107,065	\$ 18,385	\$ 89,555	\$ 102,389	\$ 141,014
Total Operating Expenses		\$ 9,455	\$ 1,283	\$ 12,257	\$ 12,743	\$ 46,236
Total Expenditures		\$ 116,520	\$ 19,668	\$ 101,812	\$ 115,133	\$ 187,250
Total Surplus or (Deficits)		\$ (13,593)	\$ 19,414	\$ 47,328	\$ 79,668	\$ (87,250)

BUDGET SUMMARY



Attachment: 2018-2019 Proposed Budget (Adopt FY 2018-2019 budget)



CITY OF ARVIN
2018-2019 Operating Budget

STATE C.O.P.S GRANT-AB 3229
SPECIAL REVENUE FUND

FUND NO. : 230		Audited	Audited	Pre Audit	Projected	Proposed Budget
DEPT NO.: 032	Account	2014-2015	2015-2016	2016-2017	2017-2018	2018-2019
REVENUE						
Interest Income	4040		889	\$ 474.00	\$ -	\$ -
Rebates	4070		0	\$ -	\$ -	\$ -
Grant Income	4087		38,193	\$ 148,666.00	\$ 194,801.00	\$ 100,000.00
COPS - AB 3229 Grant	4088	\$ 102,927	\$ -	\$ -	\$ -	\$ -
Technical Grant	4089		\$ -	\$ -	\$ -	\$ -
Transfer In From PD	4099	\$ -	\$ -	\$ -	\$ -	\$ -
Total Revenue		\$ 102,927	\$ 39,082	\$ 149,140.00	\$ 194,801.00	\$ 100,000.00
EXPENDITURES						
Salaries - Full Time	5001	\$ 60,546	\$ 16,472	\$ 54,779.00	\$ 56,248.00	\$ 100,409.60
Salaries - Overtime	5003	\$ 18,806	\$ 1,902	\$ 17,643.00	\$ 30,402.67	\$ (0.00)
Payroll Taxes	5009	\$ 5,886	\$ 1,598	\$ 5,792.00	\$ 6,893.33	\$ 7,681.34
Medical Insurance	5015	\$ 8,937	\$ (4,537)	\$ 5,770.00	\$ 3,009.33	\$ 23,370.72
CalPERS	5011	\$ 12,890	\$ 2,950	\$ 5,571.00	\$ 5,836.00	\$ 9,551.97
Total Salary and Benefits		\$ 107,065	\$ 18,385	\$ 89,555.00	\$ 102,389.33	\$ 141,013.62
Risk Management	5013	\$ 2,648	\$ 1,223	\$ 2,755.00	\$ 3,826.01	\$ -
Workman Comp	5014	\$ 3,945	\$ (931)	\$ 4,058.00	\$ -	\$ 7,852.03
Training	5021	\$ -	\$ -	\$ -	\$ -	\$ -
Uniforms	5023	\$ 933	\$ (71)	\$ 800.00	\$ 533.33	\$ 0.00
Administrative Services	5032	\$ 1,930	\$ 1,062	\$ 4,644.00	\$ -	\$ -
Professional Services	5034		\$ -	\$ -	\$ 720.00	\$ 30,720.00
Communication	5036		\$ -	\$ -	\$ -	\$ -
Capital Expense	5052		\$ -	\$ -	\$ -	\$ -
Equipment Expense	5076		\$ -	\$ -	\$ 7,664.00	\$ 7,664.00
Operating Transfers Out	5093		\$ -	\$ -	\$ -	\$ -
Total Operating Expenses		\$ 9,455	\$ 1,283	\$ 12,257.00	\$ 12,743.34	\$ 46,236.03
Total Expenditures		\$ 116,520	\$ 19,668	\$ 101,812	\$ 115,133	\$ 187,250
Total Surplus or (Deficits)		\$ (13,593)	\$ 19,414	\$ 47,328	\$ 79,668	\$ (87,250)

Attachment: 2018-2019 Proposed Budget (Adopt FY 2018-2019 budget)



CITY OF ARVIN
2018-2019 Operating Budget

**ASSET FORFEITURE
SPECIAL REVENUE FUND**

DEPARTMENT DESCRIPTION:

The Department of Justice Asset Forfeiture Program obtains funds through the seizure and forfeiture of assets that are used to facilitate federal crimes. These funds are to be used to enhance public safety and security.

FISCAL YEAR OBJECTIVES:

Fiscal Year Objectives

Use these funds to the benefit of the Citizens.

FUND NO.: 231		Audited	Audited	Pre Audit	Projected	Proposed Budget
DEPT NO.: 013	Account	2014-2015	2015-2016	2016-2017	2017-2018	2018-2019
REVENUE						
Asset Forfeiture	4090	\$ -	\$ 10,754	\$ -		
Interest Income	4040	\$ -	\$ -	\$ 41		
Total Revenue		\$ -	\$ 10,754	\$ 41		
EXPENDITURES						
Office Supplies	5016	\$ -	\$ -	\$ -		
Community Expense	5046	\$ -	\$ -	\$ -		
Capital Expenses	5052	\$ -	\$ -	\$ -		
Operating Transfers Out	5093	\$ -	\$ -	\$ -		
Total Expenditures		\$ -	\$ -	\$ -		
Total Surplus or (Deficits)		\$ -	\$ 10,754	\$ 41		

BUDGET SUMMARY



Attachment: 2018-2019 Proposed Budget (Adopt FY 2018-2019 budget)



CITY OF ARVIN
2018-2019 Operating Budget

FEDERAL POLICE GRANT - Hiring Grant
SPECIAL REVENUE FUND

DEPARTMENT DESCRIPTION:

The Federal COPS Hiring Grant was awarded to the City of Arvin October 1, 2015. This is a three (3) year grant to fund the hiring of one police officer through the US Department of Justice. The officer was hired in June 2014

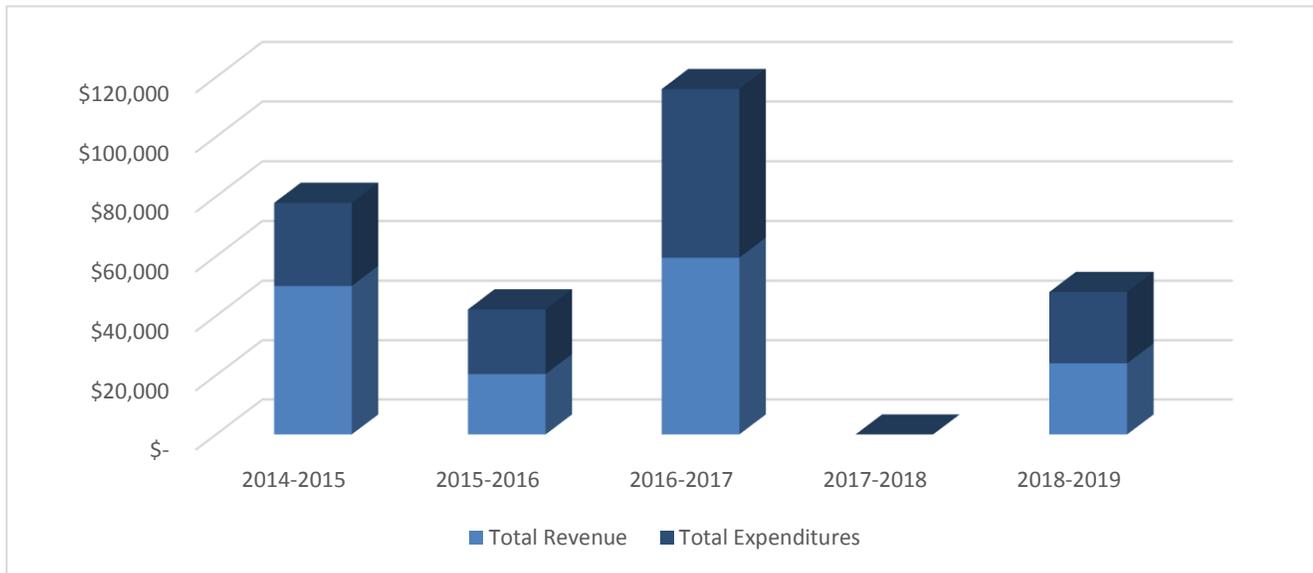
FISCAL YEAR OBJECTIVES:

Fiscal Year Objectives

Use these funds to the benefit of the Citizens.

FUND NO.: 248	Account	Audited 2014-2015	Audited 2015-2016	Pre Audit 2016-2017	Projected 2017-2018	Proposed Budget 2018-2019
DEPT NO.: 094						
REVENUE						
Total Revenue		\$ 50,000	\$ 20,370	\$ 59,491	\$ -	\$ 24,000
EXPENDITURES						
Total Salary and Benefits		\$ 27,879	\$ 19,969	\$ (1,594)	\$ -	\$ -
Total Operating Expenses		\$ -	\$ 1,828	\$ 58,127	\$ -	\$ 24,000
Total Expenditures		\$ 27,879	\$ 21,797	\$ 56,533	\$ -	\$ 24,000
Total Surplus or (Deficits)		\$ 22,121	\$ (1,427)	\$ 2,958	\$ -	\$ -

BUDGET SUMMARY



Attachment: 2018-2019 Proposed Budget (Adopt FY 2018-2019 budget)



CITY OF ARVIN
2018-2019 Operating Budget

FEDERAL POLICE GRANT - Hiring Grant
SPECIAL REVENUE FUND

FUND NO.: 248		Audited	Audited	Pre Audit	Projected	Proposed Budget
DEPT NO.: 094	Account	2014-2015	2015-2016	2016-2017	2017-2018	2018-2019
REVENUE						
Federal Police Grant	4108	\$ 50,000	\$ 20,370	\$ 59,491	\$ -	\$ 24,000
Transfers In-General Fd	4099	\$ -	\$ -	\$ -	\$ -	
Total Revenue		\$ 50,000	\$ 20,370	\$ 59,491	\$ -	\$ 24,000
EXPENDITURES						
Salaries - Full Time	5001	\$ 17,220	\$ 14,398	\$ (1,594)	\$ -	\$ -
Salaries - Overtime	5003	\$ 5,863	\$ 3,085	\$ -	\$ -	\$ -
Payroll Taxes	5009	\$ 1,760	\$ 1,342	\$ -	\$ -	\$ -
Medical Insurance	5015	\$ 1,432	\$ 70	\$ -	\$ -	\$ -
CalPERS	5011	\$ 1,605	\$ 1,074	\$ -	\$ -	\$ -
Total Salary and Benefits		\$ 27,879	\$ 19,969	\$ (1,594)	\$ -	\$ -
Workman's Comp	5014	\$ -	\$ 1,275	\$ -	\$ -	\$ -
Risk Management	5013	\$ -	\$ -	\$ -	\$ -	\$ -
Training	5021	\$ -	\$ 153	\$ -	\$ -	\$ 24,000
Transfers	5093		\$ -	\$ 58,127	\$ -	\$ -
Uniforms	5023	\$ -	\$ 400	\$ -	\$ -	\$ -
Total Operating Expenses		\$ -	\$ 1,828	\$ 58,127	\$ -	\$ 24,000
Total Expenditures		\$ 27,879	\$ 21,797	\$ 56,533	\$ -	\$ 24,000
Total Surplus or (Deficits)		\$ 22,121	\$ (1,427)	\$ 2,958	\$ -	\$ -

Attachment: 2018-2019 Proposed Budget (Adopt FY 2018-2019 budget)



CITY OF ARVIN
2018-2019 Operating Budget

**Jewett Square Economic Development Loan
SPECIAL REVENUE FUND**

FUND NO.: 300	Audited		Audited	Pre Audit	Projected	Proposed Budget
DEPT NO.: 010	Account	2014-2015	2015-2016	2016-2017	2017-2018	2018-2019
REVENUE						
Jewett Square Loan	4160	\$ -	\$ -	\$ -		\$ -
Assessment Income	4007		\$ -	\$ -		\$ -
Interst Income	4040		\$ -	\$ -		\$ -
Economic Development Loan		\$ -	\$ -	\$ -		\$ -
Transfer In - Sanitation		\$ -	\$ -	\$ -		\$ -
Transfer In - Traffic Impact Fees		\$ -	\$ -	\$ -		\$ -
Transfer In - General Fund	4099	\$ -	\$ -	\$ 165,000		\$ -
Total Revenue		\$ -	\$ -	\$ 165,000		\$ -
EXPENDITURES						
Salary - Full-time	5001	\$ -				\$ -
Salary - Over-time	5003	\$ -				\$ -
Payroll Taxes	5009	\$ -				\$ -
CalPERS	5011	\$ -				\$ -
Total Salary and Benefits		\$ -		\$ -		\$ -
Legal Expenses-General	5018		\$ -	\$ -		\$ -
Administrative Services	5032	\$ -	\$ -	\$ -		\$ -
Outside Admin/Regulatory Fees	5035		\$ -	\$ -		\$ -
Debt Reduction-Sanitation Reserve	5034	\$ -	\$ -	\$ -		\$ -
Debt Reduction-Traffic Impact Fees	5052	\$ -	\$ -	\$ -		\$ -
Transfer Out to Jewett Square Development	5052	\$ -	\$ -	\$ -		\$ -
Capital Expense	5052	\$ -	\$ -	\$ -		\$ -
Capital Expense	5052	\$ -	\$ -	\$ -		\$ -
Interst Expense	5092	\$ -	\$ -	\$ -		\$ -
Operating Transfer Out	5093		\$ -	\$ -		\$ -
Principal	5116		\$ -	\$ 165,000		\$ -
Total Capital Expense		\$ -	\$ -			\$ -
Total Transfer Out		\$ -	\$ -	\$ 165,000		\$ -
Debt Reduction		\$ -	\$ -	\$ -		\$ -
Total Expenditures		\$ -	\$ -	\$ 165,000		\$ -
Total Surplus or (Deficits)		\$ -	\$ -	\$ -		\$ -

Attachment: 2018-2019 Proposed Budget (Adopt FY 2018-2019 budget)



CITY OF ARVIN
2018-2019 Operating Budget

**TRAFFIC IMPACT FEES
SPECIAL REVENUE FUND**

DEPARTMENT DESCRIPTION:

New commercial and residential developments are charged Traffic Impact fees to provide funding for the City to provide improvements or additions that may become necessary to handle traffic flow as a result of the new developments.

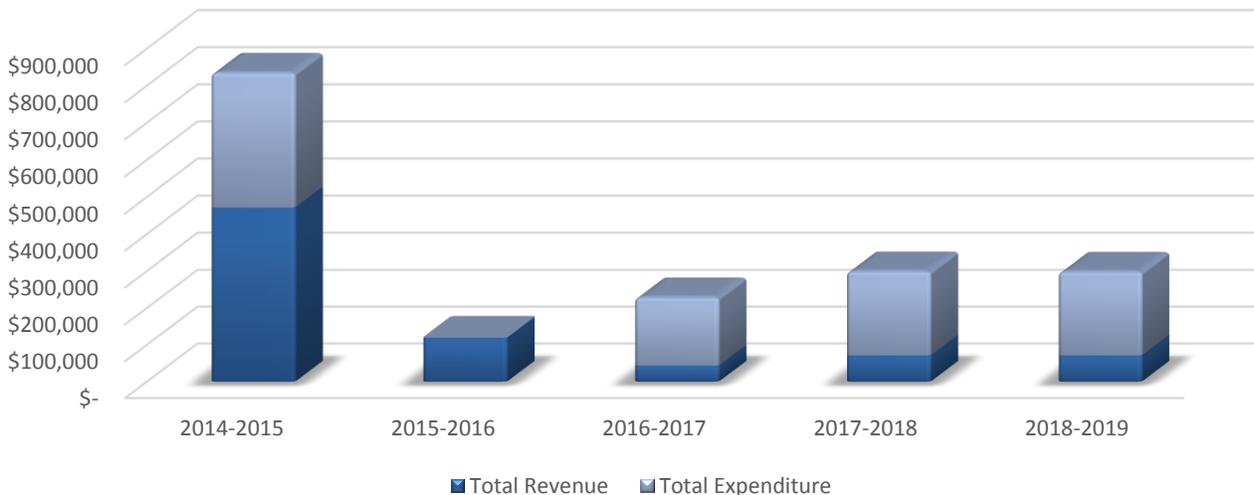
FISCAL YEAR OBJECTIVES:

Fiscal Year Objectives

Use these funds to the benefit of the Citizens and to create new City streets.

FUND NO.: 291		Audited	Audited	Pre Audit	Projected	Proposed Budget
DEPT NO.: 091	Account	2014-2015	2015-2016	2016-2017	2017-2018	2018-2019
REVENUE						
Traffic Impact Fee	4096	\$ 471,451	\$ 119,194	\$ 37,826	\$ 71,249	\$ 71,249
Interest Income	4040	\$ -		\$ 5,275	\$ -	\$ -
Contribution from Kern County	4046	\$ -		\$ -	\$ -	
Total Revenue		\$ 471,451	\$ 119,194	\$ 43,101	\$ 71,249	\$ 71,249
EXPENDITURES						
Principal, Note	5116				\$ 110,320	\$ 113,472
Interest Loan	5117				\$ 117,793	\$ 113,384
Settlement Expense	5019			\$ 19,710	\$ -	\$ -
223/ Comanche Signal Light	5052	\$ -	\$ -	\$ -	\$ -	\$ -
Operating Transfer out	5093	\$ -	\$ -	\$ 132,000	\$ -	\$ -
Capital Expense - Jewett Square		\$ 135,000	\$ -	\$ -		\$ -
Transfer Out Loans	5092	\$ 228,422	\$ -	\$ 166,051	\$ -	\$ -
Total Capital Expenses		\$ 135,000	\$ -	\$ -	\$ -	\$ -
Total Transfer Out		\$ 228,422	\$ -	\$ 166,051	\$ -	\$ -
Total Operating Expense		\$ -	\$ -	\$ 19,710	\$ 228,113	\$ 226,856
Total Expenditure		\$ 363,422	\$ -	\$ 185,761	\$ 228,113	\$ 226,856
Total Surplus or (Deficits)		\$ 108,029	\$ 119,194	\$ (142,660)	\$ (156,864)	\$ (155,607)

BUDGET SUMMARY



Attachment: 2018-2019 Proposed Budget (Adopt FY 2018-2019 budget)



CITY OF ARVIN
2018-2019 Operating Budget

**PARK IMPACT FEES
SPECIAL REVENUE FUND**

DEPARTMENT DESCRIPTION:

Residential developments are charged a Park Impact Fee to provide funding for the expansion of existing or construction of new parks.

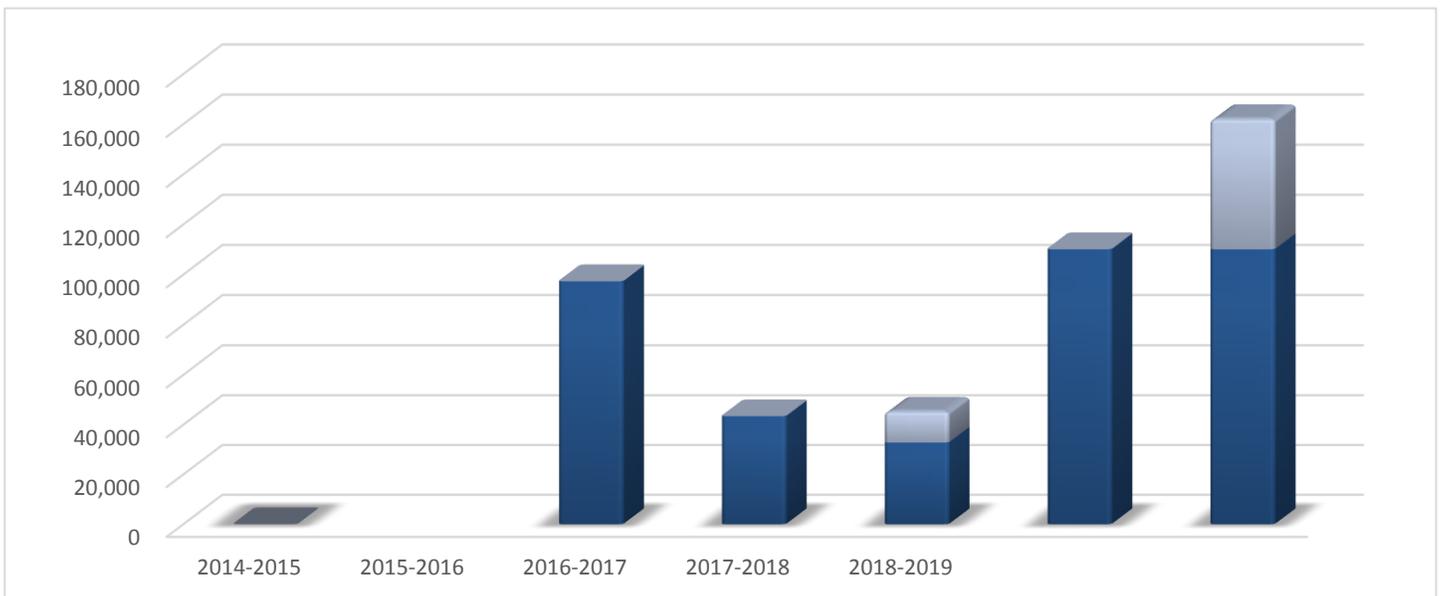
FISCAL YEAR OBJECTIVES:

Fiscal Year Objectives

Use these funds to the benefit of the Citizens and to create new City parks.

FUND NO.: 293		Audited	Audited	Pre Audit	Projected	Proposed
DEPT NO.: 093	Account	2014-2015	2015-2016	2016-2017	2017-2018	Budget
						2018-2019
REVENUE						
Park Development Fee	4061	\$ 97,300	\$ 43,371	\$ 31,590	\$ 110,087	\$ 110,087
Interest Income	4040	\$ -	\$ 2,767	\$ 1,176	\$ -	\$ -
Total Revenue		\$ 97,300	\$ 43,371	\$ 32,766	\$ 110,087	\$ 110,087
EXPENDITURES						
Park Master Plan			\$ -			
Settlement Expense	5019		\$ -	\$ 12,500	\$ -	\$ -
Maintenance-Graffiti	5020		\$ -	\$ -	\$ -	\$ -
Capital Expense	5052	\$ -	\$ -	\$ -	\$ -	\$ -
Operting Transfer out	5093		\$ -	\$ -	\$ -	\$ -
Principal, Note	5116			\$ -	\$ 25,253	\$ 25,974
Interest Loan	5117			\$ -	\$ 26,963	\$ 25,954
Total Expenditures		\$ -	\$ -	\$ 12,500	\$ -	\$ 51,928
Total Surplus or (Deficits)		\$ 97,300	\$ 43,371	\$ 20,266	\$ 110,087	\$ 58,159

BUDGET SUMMARY



Attachment: 2018-2019 Proposed Budget (Adopt FY 2018-2019 budget)



CITY OF ARVIN
2018-2019 Operating Budget

Sewer Connections
SPECIAL REVENUE FUND

DEPARTMENT DESCRIPTION:

FISCAL YEAR OBJECTIVES:

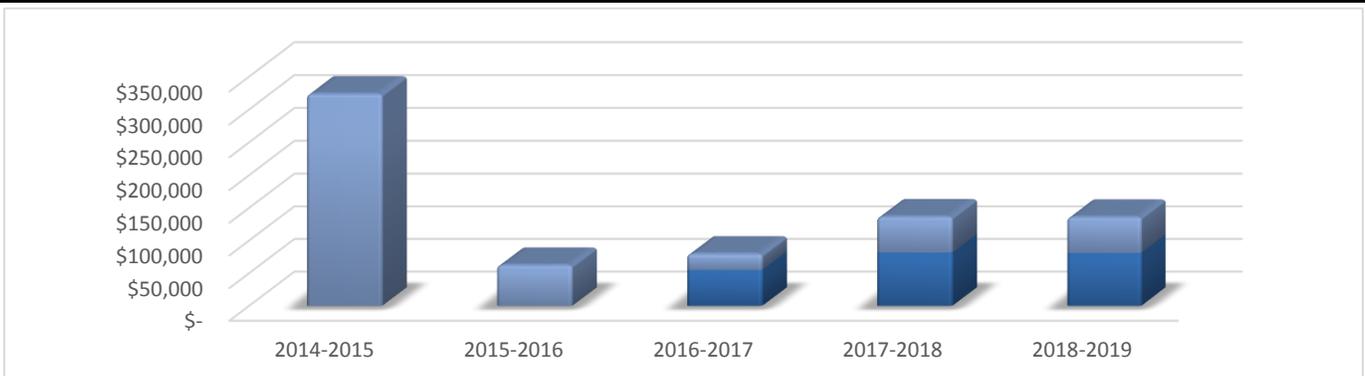
Fiscal Year Objectives

Use these funds to the benefit of the Citizens and to create new City sewer connections.

FUND NO.: 421	Account	Audited 2014-2015	Audited 2015-2016	Pre Audit 2016-2017	Projected 2017-2018	Proposed Budget 2018-2019
REVENUE						
Interest Income	4040	\$ -	\$ -	\$ 4,014	\$ -	\$ -
Sewer Connection Fees	4034	\$ 323,775	\$ 62,400	\$ 20,690	\$ 55,000	\$ 55,000
Sewer Fees, Direct Billing	4110	\$ -	\$ -	\$ -	\$ -	\$ -
Sewer Fees Via Kern County	4111	\$ -	\$ -	\$ -	\$ -	\$ -
Sewer Hook-Up Fees	4112	\$ -	\$ -	\$ -	\$ -	\$ -
Total Revenue		\$ 323,775	\$ 62,400	\$ 24,704	\$ 55,000	\$ 55,000
EXPENDITURES						
Salaries	5001	\$ -	\$ -			\$ -
Maintenance - Other	5008	\$ -	\$ -			\$ -
Payroll Taxes	5009	\$ -	\$ -			\$ -
Medical Insurance	5015	\$ -	\$ -			\$ -
CalPERS	5011	\$ -	\$ -			\$ -
Total Salary and Benefits		\$ -	\$ -	\$ -	\$ -	\$ -
Risk Management	5013	\$ -	\$ -	\$ -	\$ -	\$ -
Legal Services	5018	\$ -	\$ -	\$ -	\$ -	\$ -
Administrative Services	5032	\$ -	\$ -	\$ -	\$ -	\$ -
Professional Services	5034	\$ -	\$ -	\$ -	\$ -	\$ -
Miscellaneous Expense	5046	\$ -	\$ -	\$ -	\$ -	\$ -
Utilities	5060	\$ -	\$ -	\$ -	\$ -	\$ -
Settlement Expense	5019	\$ -	\$ -	\$ 22,000	\$ -	\$ -
Transfer Out - Jewett Square	5093	\$ -	\$ -	\$ 33,000	\$ 81,637	\$ -
Principal, Note	5116				\$ 39,428	\$ 40,554
Interest Loan	5117				\$ 42,098	\$ 40,523
Total Transfer Out		\$ -	\$ -	\$ 33,000	\$ 81,637	\$ -
Total Expenditures		\$ -	\$ -	\$ 55,000	\$ 81,637	\$ 81,077
Total Surplus or (Deficits)		\$ 323,775	\$ 62,400	\$ (30,296)	\$ (26,637)	\$ (26,077)

Attachment: 2018-2019 Proposed Budget (Adopt FY 2018-2019 budget)

BUDGET SUMMARY



City of Arvin
Annual Operating Budget
Fiscal Year 2018-2019



Arvin Successor Agency

Attachment: 2018-2019 Proposed Budget (Adopt FY 2018-2019 budget)



CITY OF ARVIN
2018-2019 Operating Budget

**SUCCESSOR AGENCY
SPECIAL REVENUE FUND**

DEPARTMENT DESCRIPTION:

The Redevelopment Agencies were dissolved effective January 31, 2012. The Successor Agency was created to be responsible to wind down the activities for these RDAs. The City became the Successor Agency for Arvin RDA. Payment of outstanding obligations, including the payment for allocation bond debt, property disposition and required reporting to the State are some of the activities that are now handled by the Arvin Staff. General Fund salaries and benefits are allocated to this fund for this support work.

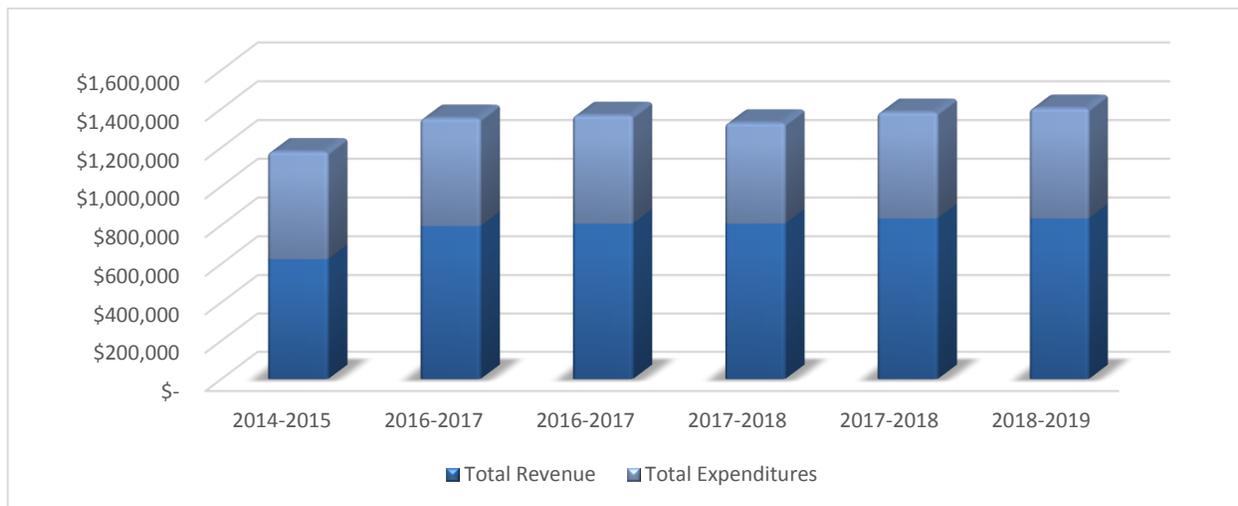
FISCAL YEAR OBJECTIVES:

Fiscal Year Objectives

Wind down operations in order to pay off bonds.

FUND NO.: 450	Audited	Pre Audit	Pre Audit	Actual	Projected	Proposed
DEPT NO.: 070	Account 2014-2015	2016-2017	2016-2017	2017-2018	2017-2018	Budget 2018-2019
REVENUE						
Total Transfer In	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -
Total Revenue	\$ 625,120	\$ 795,358	\$ 808,055	\$ 808,055	\$ 835,000	\$ 835,000
EXPENDITURES						
Total Salary and Benefits	\$ 20,319	\$ 22,844	\$ 24,920	\$ 24,920	\$ 23,811	\$ 23,811
Total Operating Expenses	\$ 669,958	\$ 486,960	\$ 494,443	\$ 494,443	\$ 524,080	\$ 544,080
Total Expenditures	\$ 553,545	\$ 556,070	\$ 558,146	\$ 519,363	\$ 547,891	\$ 567,891
Total Surplus or (Deficits)	\$ 71,575	\$ 239,288	\$ 249,909	\$ 288,692	\$ 287,109	\$ 267,109

BUDGET SUMMARY



Attachment: 2018-2019 Proposed Budget (Adopt FY 2018-2019 budget)

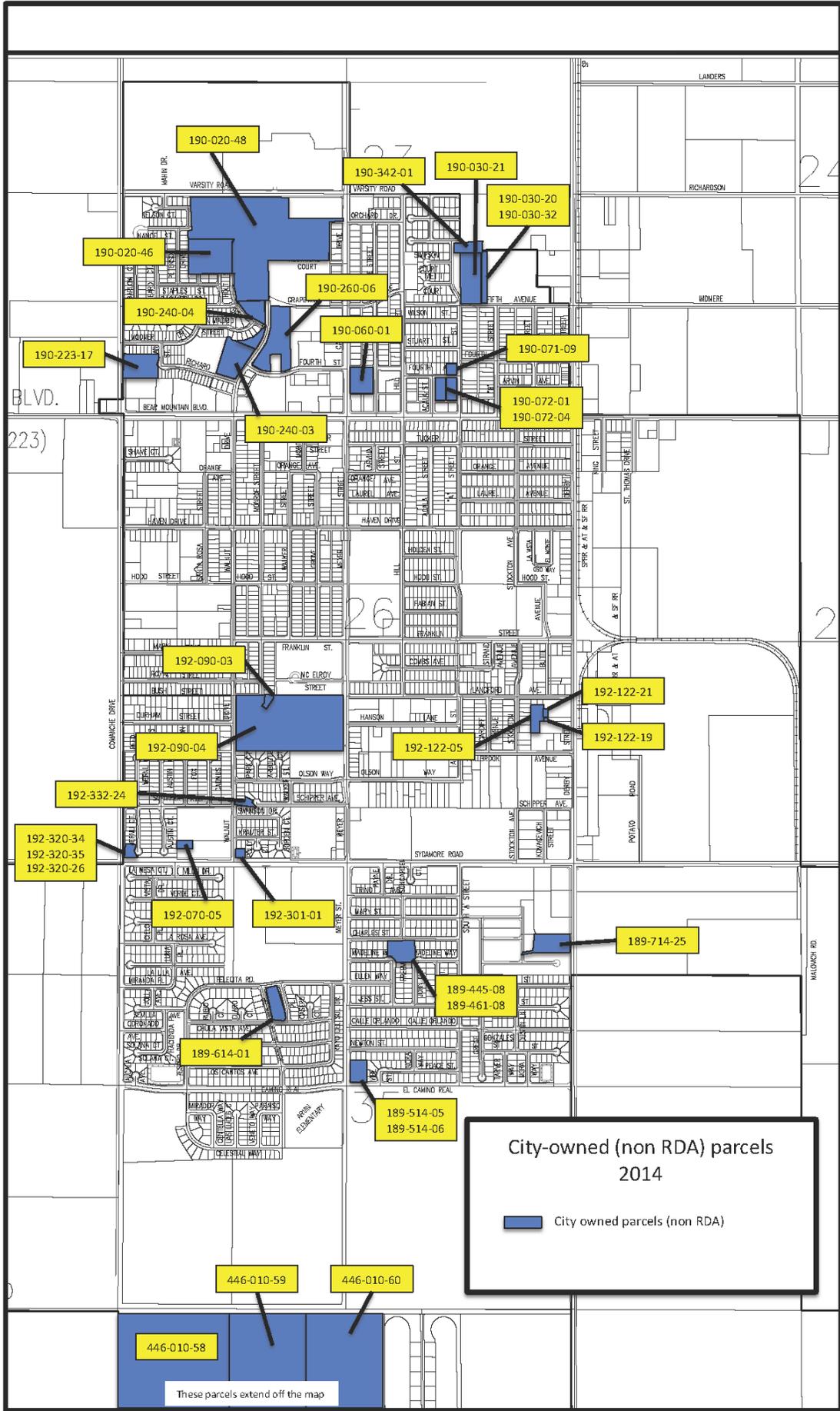


CITY OF ARVIN
2018-2019 Operating Budget

**SUCCESSOR AGENCY
SPECIAL REVENUE FUND**

FUND NO.: 450			Audited	Pre Audit	Pre Audit	Projected	Proposed Budget
DEPT NO.: 070	Account	2014-2015	2016-2017	2016-2017	2016-2017	2017-2018	2018-2019
REVENUE							
RPTTF	4065	\$ 625,000	\$ 790,748	\$ 805,426	\$ 835,000	\$ 835,000	\$ 835,000
Interest Income	4040	\$ 120	\$ 4,610	\$ 2,629	\$ -	\$ -	\$ -
Rent Income	4072	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -
Transfer in General Fund	4198	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -
Transfer in General Fund		\$ -	\$ -	\$ -	\$ -	\$ -	\$ -
Total Transfer In		\$ -	\$ -	\$ -	\$ -	\$ -	\$ -
Total Revenue		\$ 625,120	\$ 795,358	\$ 808,055	\$ 835,000	\$ 835,000	\$ 835,000
EXPENDITURES							
Admin Salary and Benefits	5118	\$ 17,197	\$ 20,250	\$ 22,315	\$ 21,412	\$ 21,412	\$ 21,412
Payroll Taxes	5009	\$ 1,131	\$ 1,330	\$ 1,312	\$ 1,220	\$ 1,220	\$ 1,220
CalPERS	5011	\$ 1,991	\$ 1,264	\$ 1,293	\$ 1,179	\$ 1,179	\$ 1,179
Employee Benefits		\$ -	\$ -				
Total Salary and Benefits		\$ 20,319	\$ 22,844	\$ 24,920	\$ 23,811	\$ 23,811	\$ 23,811
Legal Fees	5018	\$ -	\$ -	\$ 9,871	\$ 22,819	\$ 22,819	\$ 22,819
Postage	5026	\$ 188	\$ 195	\$ -	\$ -	\$ -	\$ -
Bond Principle Expenditure	5028			\$ -	\$ -	\$ -	\$ -
Administrative Services	5032	\$ 3,859	\$ 1,086	\$ 11,552	\$ 27,944	\$ 27,944	\$ 27,944
Bond Interest	5033	\$ 654,133	\$ 469,133	\$ 468,842	\$ 462,000	\$ 462,000	\$ 462,000
Professional Services	5034	\$ 4,667	\$ 11,200	\$ 4,000	\$ 11,067	\$ 31,067	\$ 31,067
Legal Expenses - Special	5042	\$ 6,974	\$ 5,166	\$ -	\$ -	\$ -	\$ -
Blighted Property Cleanup	5044	\$ -		\$ -	\$ -	\$ -	\$ -
Community Expense	5046	\$ -		\$ -	\$ -	\$ -	\$ -
Tier 1 Pass Thru	5057			\$ -	\$ -	\$ -	\$ -
Travel & Conferences	5058			\$ -	\$ -	\$ -	\$ -
Tier II Passthru	5059			\$ -	\$ -	\$ -	\$ -
Utilities Expense	5060	\$ 137	\$ 180	\$ 178	\$ 251	\$ 251	\$ 251
Dues and Subscription	5062			\$ -	\$ -	\$ -	\$ -
Interest Expense	5092	\$ -		\$ -	\$ -	\$ -	\$ -
Depreciation Expense	5071			\$ 32,084	\$ -	\$ -	\$ -
Operating Transfers Out	5093			\$ -	\$ -	\$ -	\$ -
Extrodinary Gain of Loss	9999			\$ (108,224)	\$ -	\$ -	\$ -
Total Operating Expenses		\$ 669,958	\$ 486,960	\$ 494,443	\$ 524,080	\$ 544,080	\$ 544,080
Total Expenditures		\$ 690,277	\$ 509,804	\$ 519,363	\$ 547,891	\$ 567,891	\$ 567,891
Total Surplus or (Deficits)		\$ (65,157)	\$ 285,554	\$ 288,692	\$ 287,109	\$ 267,109	\$ 267,109

Attachment: 2018-2019 Proposed Budget (Adopt FY 2018-2019 budget)



Attachment: 2018-2019 Proposed Budget (Adopt FY 2018-2019 budget)

City of Arvin
Annual Operating Budget
Fiscal Year 2018-2019



Enterprise Funds Departmental Budget

Attachment: 2018-2019 Proposed Budget (Adopt FY 2018-2019 budget)



CITY OF ARVIN
2018-2019 Operating Budget

**TDA TRANSIT
ENTERPRISE FUND**

DEPARTMENT DESCRIPTION:

The Transit Department provides fixed route and dial - a - ride service for the City of Arvin, valuing the cost - effective, safe, and efficient movement of people in a manner that protects and enhances all natural environments and quality of life.

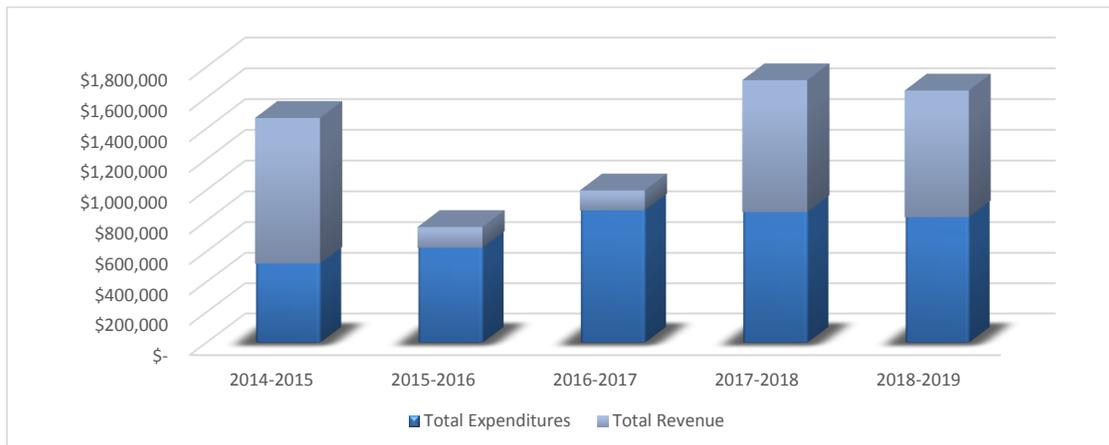
FISCAL YEAR OBJECTIVES:

Fiscal Year Objectives

To provide efficient, low cost, dependable scheduled transportation system for the benefit of the Citizens.

FUND NO.: 400		Audited	Audited	Pre Audit	Projected	Proposed
DEPT NO.: 023	Account	2014-2015	2015-2016	2016-2017	2017-2018	Budget 2018-2019
REVENUE						
Operating Transfer In		\$ -	\$ 550,550	\$ -	\$ -	\$ -
Total Revenue		\$ 947,995	\$ 134,968	\$ 129,850	\$ 857,019	\$ 823,468
EXPENDITURES						
Total Salary and Benefits		\$ 338,004	\$ 390,069	\$ 478,670	\$ 470,025	\$ 422,475
Transfer to General Fund	5093	\$ -	\$ -	\$ -	\$ -	\$ -
Total Operating Expense		\$ 177,920	\$ 234,565	\$ 271,159	\$ 269,026	\$ 283,026
Total Expenditures		\$ 520,684	\$ 624,634	\$ 867,796	\$ 857,019	\$ 823,468
Total Surplus or (Deficits)		\$ 27,311	\$ 60,884	\$ (737,946)	\$ -	\$ -

BUDGET SUMMARY



Attachment: 2018-2019 Proposed Budget (Adopt FY 2018-2019 budget)



CITY OF ARVIN
2018-2019 Operating Budget

TRANSIT
ENTERPRISE FUND

FUND NO.: 400	Audited		Audited	Pre Audit	Projected	Proposed Budget
DEPT NO.: 023	Account	2014-2015	2015-2016	2016-2017	2017-2018	2018-2019
REVENUE						
TDA 5311 Operating Grant	4004	\$ 52,502	\$ 67,249	65,879	65,239	66,729
Fare Box Recovery	4032	\$ 63,501	\$ 56,590	\$ 50,245	\$ 53,771	\$ 53,771
T.D.A.	4052	\$ 800,000	\$ 11,129	\$ -	\$ 719,978	\$ 694,748
LCTOP Funds	4145			\$ 9,811	\$ 9,811	\$ -
Passbooks - Tejon Run	4100	\$ 20,490	\$ -	\$ 3,915	\$ 8,220	\$ 8,220
Fare Box Recovery - Lamont	4102	\$ 11,502	\$ -	\$ -	\$ -	
Operating Transfer In	4198	\$ -	\$ 550,550	\$ -	\$ -	
Total Revenue		\$ 947,995	\$ 685,518	\$ 129,850	\$ 857,019	\$ 823,468
EXPENDITURES						
Salary - Full-time	5001	\$ 207,151	\$ 231,726	\$ 299,837	\$ 284,088	\$ 238,522
Salary - Overtime	5003	\$ 10,116	\$ 11,728	\$ 1,415	\$ 536	\$ 3,867
Salary - Part-time	5004	\$ 11,151	\$ 14,346	\$ 22,386	\$ 23,157	\$ 22,038
Admin Salary and Benefits	5118	\$ 11,465	\$ 13,500	\$ 14,890	\$ 14,275	\$ 14,275
Payroll Taxes	5009	\$ 17,270	\$ 19,462	\$ 24,215	\$ 23,292	\$ 20,229
Medical Insurance	5015	\$ 58,799	\$ 79,146	\$ 94,184	\$ 103,433	\$ 103,433
CalPERS	5011	\$ 22,052	\$ 20,161	\$ 21,743	\$ 21,244	\$ 20,111
Total Salary and Benefits		\$ 338,004	\$ 390,069	\$ 478,670	\$ 470,025	\$ 422,475
Maintenance - Other/CNG	5008	\$ 3,046	\$ 7,720	\$ 3,551	\$ 2,760	\$ 2,760
Vehicle Maintenance..	5012	\$ 51,183	\$ 99,249	\$ 103,988	\$ 74,327	\$ 88,327
Risk Management	5013	\$ 21,705	\$ 24,492	\$ 22,546	\$ 26,853	\$ 26,853
Workman Comp	5014	\$ 25,170	\$ 21,628	\$ 25,889	\$ 26,615	\$ 26,615
Office Supplies	5016	\$ 2,301	\$ 6,424	\$ 2,290	\$ 2,480	\$ 2,480
Legal Fees	5018	\$ -	\$ -	\$ -	\$ 12,840	\$ 12,840
Training	5021	\$ 233	\$ 46	\$ 894	\$ -	\$ -
Uniforms	5023	\$ 1,186	\$ 2,222	\$ 2,190	\$ 2,536	\$ 2,536
Postage	5026	\$ 236	\$ 262	\$ 48	\$ -	\$ -
Administrative Services	5032	\$ 15,708	\$ 22,082	\$ 34,860	\$ 41,916	\$ 41,916
Professional Services	5034	\$ 2,209	\$ 1,396	\$ 709	\$ 571	\$ 571
Communications	5036	\$ 216	\$ 349	\$ 1,456	\$ 1,192	\$ 1,192
Legal Fees - Special	5042	\$ -	\$ -	\$ -	\$ 2,185	\$ 2,185
Community Expenses	5046	\$ 233	\$ 71	\$ -	\$ -	\$ -
Contract Service	5054		\$ -	\$ 532	\$ 621	\$ 621
Telephone	5056	\$ 5,422	\$ 6,214	\$ 8,520	\$ 6,589	\$ 6,589
Utilities	5060	\$ 4,345	\$ 4,545	\$ 5,986	\$ 4,553	\$ 4,553
Dues and Subscriptions	5062	\$ -	\$ 610	\$ 969	\$ 813	\$ 813
Equipment -Lease	5072				\$ 2,083	\$ 2,083
Equipment Rental	5074	\$ 1,997	\$ 1,620	\$ 592	\$ 1,169	\$ 1,169
Outside Services	5077	\$ 382	\$ 1,134	\$ 12,660	\$ 2,281	\$ 2,281
Fuel	5080	\$ 34,023	\$ 27,347	\$ 36,792	\$ 45,005	\$ 45,005
Advertising-Publications-Print	5082				\$ 1,707	\$ 1,707
Employee Costs	5091	\$ 2,208	\$ 1,384	\$ 341	\$ 621	\$ 621
IT Systems Support	5100	\$ 6,119	\$ 5,770	\$ 6,346	\$ 9,308	\$ 9,308
Depreciation Expense	5071	\$ 4,760	\$ -	\$ 117,967	\$ 117,967	\$ 117,967
Total Operating Expense		\$ 177,920	\$ 234,565	\$ 271,159	\$ 269,026	\$ 283,026
Total Expenditures		\$ 520,684	\$ 624,634	\$ 867,796	\$ 857,019	\$ 823,468
Total Surplus or (Deficits)		\$ 27,311	\$ 60,884	\$ (737,946)	\$ -	\$ -

Attachment: 2018-2019 Proposed Budget (Adopt FY 2018-2019 budget)



CITY OF ARVIN
2018-2019 Operating Budget

SEWER SANITATION - Veolia
ENTERPRISE FUND - (Kern County Fund #40310)

DEPARTMENT DESCRIPTION:

The wastewater treatment plant provides wastewater collection, treatment and disposal. The City of Arvin contracts with Veolia Waters to manage the plant and the associated sewer lines and equipment. The charge for these services is placed on the property tax rolls and collected by the Kern County Auditor Controller then forwarded to the City. All revenues are deposited into a Trust account and payment is made to Veolia from this account. Veolia pays the City of Arvin a franchise fee which is shown as revenue in the Administration fund.

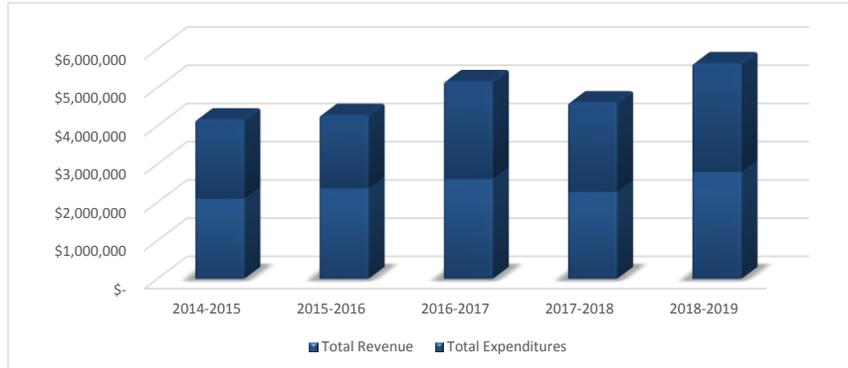
FISCAL YEAR OBJECTIVES:

Fiscal Year Objectives

To provide efficient, low cost, dependable sewer system for the benefit of the Citizens.

FUND NO.: 420		Audited	Audited	Pre Audit	Projected	Proposed
DEPT NO.: 016	Account	2014-2015	2015-2016	2016-2017	2017-2018	Budget 2018-2019
REVENUE						
Total Revenue		\$ 2,100,017	\$ 2,365,369	\$ 2,613,874	\$ 2,274,346	\$ 2,796,716
EXPENDITURES						
Total Salary and Benefits		\$ 13,546	\$ 15,229	\$ 16,627	\$ 15,874	\$ 15,874
Capital Expense	5052	\$ -	\$ -	\$ 69,597	\$ -	\$ 380,000
Total Operating Expenses		\$ 2,052,855	\$ 1,904,898	\$ 2,467,929	\$ 2,323,715	\$ 2,444,870
Total Expenditures		\$ 2,066,401	\$ 1,920,127	\$ 2,554,153	\$ 2,339,588	\$ 2,840,743
Total Surplus or (Deficits)		\$ 33,617	\$ 445,242	\$ 59,721	\$ (65,242)	\$ (44,027)

BUDGET SUMMARY



Attachment: 2018-2019 Proposed Budget (Adopt FY 2018-2019 budget)



CITY OF ARVIN
2018-2019 Operating Budget

SEWER SANITATION - Veolia
ENTERPRISE FUND - (Kern County Fund #40310)

FUND NO.: 420		Audited	Audited	Pre Audit	Projected	Proposed Budget
DEPT NO.: 016	Account	2014-2015	2015-2016	2016-2017	2017-2018	2018-2019
REVENUE						
Settlement Revenue	4002		-	82,500	-	-
Sanitation Franchise	4033		-	-	-	-
Interest Income	4040	17	11,254	2,360	-	-
Rebates	4070		-	-	-	-
Rental Income - Settlement Income	4072	-	-	-	-	-
Sewer Fees, Direct Billing	4110	300,000	341,085	17,417	358,346	389,851
Sewer Fees Via Kern County	4111	1,800,000	2,002,025	2,511,597	1,916,000	2,406,865
Sewer Hook-Up Fees	4112	-	11,005	-	-	-
Operating Transfer In from Sanitation-Reserves	4198	-	-	-	-	-
Total Revenue		2,100,017	2,365,369	2,613,874	2,274,346	2,796,716
EXPENDITURES						
Salaries	5001	-	-	-	-	-
Payroll Taxes	5009	754	887	875	813	813
Admin Salary and Benefits	5118	11,465	13,500	14,890	14,275	14,275
Medical Insurance	5015	-	-	-	-	-
CalPERS	5011	1,327	842	862	785	785
Total Salary and Benefits		13,546	15,229	16,627	15,874	15,874
Maintenance - Other	5008	31,731	-	12,183	-	-
Risk Management	5013	10,388	11,213	10,742	6,873	6,873
Legal Services	5018	-	-	5,531	12,584	12,584
Postage	5026	-	-	-	-	-
Administrative Services	5032	19,297	29,441	37,501	111,777	111,777
Professional Services	5034	-	58,484	54,603	125,717	125,717
Legal Expenses - Special	5042	806	349	108,716	-	-
Miscellaneous Expense	5046	-	-	-	-	-
Bank Charges	5050	4,113	3,630	3,455	455	455
Utilities	5060	4,498	5,422	4,591	5,055	5,055
Engineering	5070	-	-	67,058	78,104	28,104
Depreciation Expense	5071			254,574	254,574	254,574
Veolia Operating Expenses	5110	1,324,289	1,320,693	1,616,808	1,394,301	1,556,352
Principal, Veolia Note	5114	-	-	-	174,146	189,886
Interest, Veolia Note	5115	386,000	249,729	176,905	160,129	153,493
Franchise Fee Expense	5120	271,732	225,937	115,262	-	-
Transfer to General Fund	5093	-	-	-	1,000,000	-
Capital Expense	5052	-	-	69,597	-	380,000
Total Operating Expense		2,052,855	1,904,898	2,467,929	2,323,715	2,444,870
Total Expenditures		2,066,401	1,920,127	2,554,153	2,339,588	2,840,743
Total Surplus or (Deficits)		33,617	445,242	59,721	(65,242)	(44,027)

Attachment: 2018-2019 Proposed Budget (Adopt FY 2018-2019 budget)

City of Arvin
Annual Operating Budget
Fiscal Year 2018-2019



Capital Grants

Attachment: 2018-2019 Proposed Budget (Adopt FY 2018-2019 budget)



CITY OF ARVIN
2018-2019 Operating Budget

PTMISEA GRANTS- PROP 1B
SPECIAL REVENUE FUND

FUND NO.: 246	Audited		Audited	Pre Audit	Projected	Proposed Budget
DEPT NO.: 060	Account	2014-2015	2015-2016	2016-2017	2017-2018	2018-2019
REVENUE						
Interest Income	4040			498.00	-	
PTMISEA Grants - Fence	4115	\$ -	\$ -	\$ 194,074	\$ -	
PTMISEA Grants - Park-and-Ride	4116	\$ 500,000	\$ -	\$ -	\$ -	
PTMISEA Grants - Solar	4117	\$ 134,793	\$ -	\$ -	\$ -	
Transferr from the Fund Balance	4198			\$ -	\$ -	
PTMISEA Grants - Buses	4118	\$ -	\$ -	\$ -	\$ -	
Total Revenue		\$ 634,793	\$ -	\$ 194,572	\$ -	\$ -
EXPENDITURES						
Salary - Full-time	5001	\$ -	\$ 4,383			
Payroll Taxes	5009	\$ -		\$ -	\$ -	
CalPERS	5011	\$ -		\$ -	\$ -	
Total Salary and Benefits		\$ -	\$ 4,383	\$ -	\$ -	\$ -
Maintenance - Other	5008			\$ 13,559	\$ -	
Maintenance - Vehicle	5012		\$ 5,423	\$ -	\$ -	
Office Supplies	5016			\$ 378	\$ -	
Admin Services	5032	\$ 1,206	\$ 2,805	\$ 11,616	\$ 8,383	
Professional Services	5034			\$ 20,065	\$ -	
Legal Expenses - Special	5042		\$ 406	\$ 1,725	\$ -	
Engineering Svc	5070		\$ 12,993	\$ (2,058)	\$ -	
Outside Services	5077	\$ -		\$ 999	\$ -	
Grant Expenditure	5083	\$ -		\$ 100,795	\$ -	
		\$ -				
Total Capital Expense		\$ -		\$ 45,436	\$ -	\$ -
Total Operating Expense		\$ 1,206	\$ 21,626	\$ 192,515	\$ 8,383	\$ -
Total Expenditures		\$ 1,206	\$ 26,009	\$ 192,515	\$ 8,383	\$ -
Total Surplus or (Deficits)		\$ 633,587	\$ (26,009)	\$ 2,057	\$ (8,383)	\$ -

Attachment: 2018-2019 Proposed Budget (Adopt FY 2018-2019 budget)



CITY OF ARVIN
2018-2019 Operating Budget

PTMISEA GRANTS- PARK & RIDE
SPECIAL REVENUE FUND

FUND NO.: 405	Audited		Audited	Pre Audit	Projected	Proposed Budget
DEPT NO.: 063	Account	2014-2015	2015-2016	2016-2017	2017-2018	2018-2019
REVENUE						
Interest Income	4040			2,000.00	2,000	-
PTMISEA Grants - Park-and-Ride	4116	\$ 500,000	\$ -	\$ 101,898	143,100	-
TDANT	4130				\$ 794	\$ (0.00)
Total Revenue		\$ 500,000	\$ -	\$ 103,898	\$ 145,894	\$ (0)
EXPENDITURES						
Salary - Full-time	5001	\$ -	\$ 4,383			
Payroll Taxes	5009	\$ -				
CalPERS	5011	\$ -				
Total Salary and Benefits		\$ -	\$ 4,383	\$ -	\$ -	\$ -
Maintenance - Other	5008				\$ -	
Maintenance - Vehicle	5012		\$ 5,423			
Office Supplies	5016					
Settlement Expense	5019			\$ -	\$ 116,100	\$ -
Admin Services	5032	\$ 1,206	\$ 2,805	\$ -	\$ 2,794	\$ -
Professional Services	5034			\$ -	\$ 5,000	\$ -
Legal Expenses - Special	5042		\$ 406	\$ 92,480	\$ 22,000	\$ -
Engineering Svc	5070		\$ 12,993	\$ 10,018	\$ -	
Outside Services	5077	\$ -				\$ -
Operating Transfers Out	5093	\$ -			\$ -	\$ -
		\$ -				\$ -
Total Capital Expense		\$ -		\$ 45,436	\$ -	\$ -
Total Operating Expense		\$ 1,206	\$ 21,626	\$ 147,934	\$ 145,894	\$ -
Total Expenditures		\$ 1,206	\$ 26,009	\$ 147,934	\$ 145,894	\$ -
Total Surplus or (Deficits)		\$ 498,794	\$ (26,009)	\$ (44,036)	\$ -	\$ (0)

Attachment: 2018-2019 Proposed Budget (Adopt FY 2018-2019 budget)



CITY OF ARVIN
2018-2019 Operating Budget

CalFire Urban Forestry
SPECIAL REVENUE FUND

FUND NO.: 303		Audited	Audited	Pre Audit	Projected	Proposed Budget
DEPT NO.: 073	Account	2014-2015	2015-2016	2016-2017	2017-2018	2018-2019
REVENUE						
Grants	4048					\$ 195,147
Transfer from General Fund	4099					
Total Revenue					\$ -	\$ 195,147
EXPENDITURES						
Salary - Full-time	5001				\$ -	\$ -
Payroll Taxes	5009				\$ -	\$ -
CalPERS	5011				\$ -	\$ -
Total Salary and Benefits					\$ -	\$ -
Legal Expenses	5018				\$ -	\$ -
Admin Services	5032				\$ 2,794	\$ 2,794
Professional Services	5034				\$ -	\$ -
Legal Expenses - Special	5042				\$ -	\$ -
Engineering Svc	5070				\$ -	
Outside Services	5077				\$ -	\$ -
Transfer out	5093	\$ -				\$ -
Total Capital Expense	5052	\$ -			\$ -	\$ 192,353
Total Operating Expense		\$ -	\$ -	\$ -	\$ 2,794	\$ 195,147
Total Expenditures		\$ -	\$ -	\$ -	\$ 2,794	\$ 195,147
Total Surplus or (Deficits)		\$ -	\$ -	\$ -	\$ (2,794)	\$ -

Attachment: 2018-2019 Proposed Budget (Adopt FY 2018-2019 budget)



CITY OF ARVIN
2018-2019 Operating Budget

Urban Greening/Pathways Greener
SPECIAL REVENUE FUND

FUND NO.: 302		Audited	Audited	Pre Audit	Projected	Proposed Budget
DEPT NO.: 072		Account	2014-2015	2015-2016	2016-2017	2017-2018
REVENUE						
Grants	4048					\$ 527,747
Transfer from General Fund	4099					
Total Revenue						\$ 527,747
EXPENDITURES						
Total Capital Expense	5052	\$ -			\$ -	\$ 527,747
Total Operating Expense		\$ -	\$ -	\$ -	\$ -	\$ 527,747
Total Expenditures		\$ -	\$ -	\$ -	\$ -	\$ 527,747
Total Surplus or (Deficits)		\$ -	\$ -	\$ -	\$ -	\$ -

Attachment: 2018-2019 Proposed Budget (Adopt FY 2018-2019 budget)



CITY OF ARVIN
2018-2019 Operating Budget

Cal Trans
SPECIAL REVENUE FUND

FUND NO.: 228	Audited		Audited	Pre Audit	Projected	Proposed Budget
DEPT NO.: 078	Account	2014-2015	2015-2016	2016-2017	2017-2018	2018-2019
REVENUE						
Grants	4048				-	\$ 158,858.00
Transfer from General Fund	4099					
Total Revenue					\$ -	\$ 158,858
EXPENDITURES						
Salary - Full-time	5001				\$ -	\$ -
Payroll Taxes	5009				\$ -	\$ -
CalPERS	5011				\$ -	\$ -
Total Salary and Benefits					\$ -	\$ -
Legal Expenses	5018				\$ 2,739	\$ -
Admin Services	5032				\$ -	\$ -
Professional Services	5034				\$ -	\$ -
Legal Expenses - Special	5042				\$ -	\$ -
Engineering Svc	5070				\$ -	\$ -
Outside Services	5077				\$ -	\$ -
Transfer out	5093	\$ -				\$ -
Total Capital Expense	5052	\$ -			\$ -	\$ 158,858
Total Operating Expense		\$ -	\$ -	\$ -	\$ 2,739	\$ 158,858
Total Expenditures		\$ -	\$ -	\$ -	\$ 2,739	\$ 158,858
Total Surplus or (Deficits)		\$ -	\$ -	\$ -	\$ (2,739)	\$ -

Attachment: 2018-2019 Proposed Budget (Adopt FY 2018-2019 budget)



CITY OF ARVIN
2018-2019 Operating Budget

CDBG
SPECIAL REVENUE FUND

FUND NO.: 250	Audited			Pre Audit	Projected	Proposed Budget
DEPT NO.: 035	Account	2014-2015	2015-2016	2016-2017	2017-2018	2018-2019
REVENUE						
Grant Income	4020	\$ -	\$ -			\$ -
CDBG - Road Reconstruction Tucker	4020	\$ -				\$ -
CDBG Road Reconstruction B Street	4020	\$ -			\$ -	\$ -
CDBG Spray Park Phase 1 Retention	4020	\$ 34,819		\$ 640,256		\$ -
CDBG Spray Park Phase 1	4020	\$ 32,404				\$ -
CDBG Grant	4020	\$ -				\$ -
Spray Park Phase 2	4020	\$ -				\$ -
Interest Income	4040					\$ -
Miscellaneous	4054	\$ -			\$ 1,000	\$ -
Transfer from Capital Projects Phase 2	4099	\$ -	\$ -			\$ -
Transfer from Capital Projects B Street	4099	\$ -				\$ -
Totals Transfers		\$ -	\$ -			\$ -
Total Revenue		\$ 67,223	\$ -	\$ 640,256	\$ 1,000	\$ -
EXPENDITURES						
Administrative Services	5032	\$ -	\$ 3,674	\$ 30,984		\$ -
Professional Services	5034		\$ 979	\$ 10,987		\$ -
Fire Service	5052	\$ -	\$ 20,486	\$ -		\$ -
Local Street Rehab	5063	\$ -		\$ -		\$ -
Engineering Svc.	5070		\$ 46,834	\$ 87,995		\$ -
Grant Expenditures	5083	\$ -		\$ 593,370		\$ -
Transfer Out	5093	\$ -		\$ -		\$ -
Total Operating Expenses		\$ -	\$ 71,974	\$ 723,336	\$ -	\$ -
Total Expenditures		\$ -	\$ 71,974	\$ 723,336	\$ -	\$ -
Total Surplus or (Deficits)		\$ 67,223	\$ (71,974)	\$ (83,080)	\$ 1,000	\$ -

Attachment: 2018-2019 Proposed Budget (Adopt FY 2018-2019 budget)



CITY OF ARVIN
2018-2019 Operating Budget

TDA ARTICLE III - DiGiorgio Park Sidewalks
SPECIAL REVENUE FUND

FUND NO.: 215	Audited		Audited	Pre Audit	Projected	Proposed Budget
DEPT NO.: 026	Account	2014-2015	2015-2016	2016-2017	2017-2018	2018-2019
REVENUE						
Grant Fees	4048	\$ -	\$ 117,007			
Grant TDA 3	4155	\$ -		\$ -	\$ 40,105	\$ 285,000
Grant Revenue	4046	\$ -				
Grant Income	4087	\$ -				
Operating Expense	4099	\$ -				
Total Revenue		\$ -	\$ 117,007	\$ -	\$ 40,105	\$ 285,000
EXPENDITURES						
Risk Management	5013					
Administrative Services	5032	\$ -	\$ -			
Professional Services	5034			\$ -	\$ 13,205	
Capital Expense	5052	\$ -	\$ -	\$ -	\$ -	\$ -
Engineering Services	5070	\$ -	\$ -	\$ -	\$ 26,900	\$ 285,000
Outside Services	5077	\$ -	\$ -	\$ -	\$ -	\$ -
		\$ -	\$ -			
Total Expenditures		\$ -	\$ -	\$ -	\$ 40,105	\$ 285,000
Total Surplus or (Deficits)		\$ -	\$ 117,007	\$ -	\$ -	\$ -

Attachment: 2018-2019 Proposed Budget (Adopt FY 2018-2019 budget)



CITY OF ARVIN
2018-2019 Operating Budget

HSIP - Derby Signal
SPECIAL REVENUE FUND

FUND NO.: 252	Audited			Pre Audit	Projected	Proposed Budget
DEPT NO.: 028	Account	2014-2015	2015-2016	2016-2017	2017-2018	2018-2019
REVENUE						
Grant Revenue	4046			16,823	104,264	95,153
Grant Fees	4048	\$ -	\$ 4,938			
Grant Income	4087		\$ 4,938		\$ -	
Transfer In - TDA	4099	\$ -				
Transfer In Traffic Impact Fees	4099	\$ -				\$ -
Transfers In- Traffic Impact Fees	4099	\$ -				\$ -
Transfers In- TDA NT	4099	\$ -				\$ -
Total Revenue		\$ -	\$ 9,875	\$ 16,823	\$ 104,264	\$ 95,153
EXPENDITURES						
Salary	5001				\$ 237	\$ 57,000
Payroll Taxes	5009				\$ 18	\$ 4,361
PERS	5011				\$ 16	\$ 3,792
Legal Expenses	5018				\$ 1,749	\$ -
Administrative Services	5032	\$ -	\$ -		\$ 11,178	\$ -
Professional Services	5034				\$ 81,771	\$ -
Derby / Bear Mountain Signal	5052	\$ 9,000			\$ -	\$ 30,000
Engineering Services	5070	\$ -	\$ 3,335	\$ 29,611	\$ 10,854	\$ -
Outside Services	5077	\$ -			\$ 44,825	\$ -
Operating Transfer Out	5093	\$ -				\$ -
Total Expenditures		\$ 9,000	\$ 3,335	\$ 169,081	\$ 150,648	\$ 95,153
Total Surplus or (Deficits)		\$ (9,000)	\$ 6,540	\$ (152,258)	\$ (46,384)	\$ -

Attachment: 2018-2019 Proposed Budget (Adopt FY 2018-2019 budget)



CITY OF ARVIN
2018-2019 Operating Budget

PD Plug In Vehicles
SPECIAL REVENUE FUND

FUND NO.: 305	Audited		Audited	Pre Audit	Projected	Proposed Budget
DEPT NO.: 014	Account	2014-2015	2015-2016	2016-2017	2017-2018	2018-2019
REVENUE						
Grant	4070				21,000	\$ -
SJVAPCD	4125	\$ -			\$ 120,000	\$ -
The Rose Foundation	4126				\$ 37,700	\$ -
		\$ -				\$ -
		\$ -				\$ -
Total Revenue		\$ -	\$ -	\$ -	\$ 178,700	\$ -
EXPENDITURES						
Administrative Services	5032	\$ -	\$ -			\$ -
Professional Services	5034					\$ -
Capital Expenses	5052				\$ 160,057	\$ -
Outside Services	5077				\$ 8,759	\$ -
Grant Expenditure	5083				\$ -	\$ -
Operating Transfer Out	5093					\$ -
Total Expenditures		\$ -	\$ -	\$ -	\$ 168,816	\$ -
Total Surplus or (Deficits)		\$ -	\$ -	\$ -	\$ 9,884	\$ -

Attachment: 2018-2019 Proposed Budget (Adopt FY 2018-2019 budget)



CITY OF ARVIN
2018-2019 Operating Budget

SB1 Road Maintenance & Rehab
SPECIAL REVENUE FUND

FUND NO.: 315	Audited			Pre Audit	Projected	Proposed Budget
DEPT NO.: 028	Account	2014-2015	2015-2016	2016-2017	2017-2018	2018-2019
REVENUE						
Road Maintenance & Rehab	4152				27,628	427,628
		\$ -				
		\$ -				
		\$ -				\$ -
Total Revenue		\$ -	\$ -	\$ -	\$ 27,628	\$ 427,628
EXPENDITURES						
Administrative Services	5032	\$ -	\$ -			\$ -
Professional Services	5034					\$ -
Capital Expenses	5052				\$ 27,628	\$ 427,628
Outside Services	5077				\$ -	\$ -
Grant Expenditure	5083				\$ -	\$ -
Operating Transfer Out	5093					\$ -
Total Expenditures		\$ -	\$ -	\$ -	\$ 27,628	\$ 427,628
Total Surplus or (Deficits)		\$ -	\$ -	\$ -	\$ -	\$ -

Attachment: 2018-2019 Proposed Budget (Adopt FY 2018-2019 budget)



CITY OF ARVIN
2018-2019 Operating Budget

**ATP Franklin Complete Streets
SPECIAL REVENUE FUND**

FUND NO.: 316		Audited	Audited	Pre Audit	Projected	Proposed Budget
DEPT NO.: 028		Account	2014-2015	2015-2016	2016-2017	2017-2018
						2018-2019
REVENUE						
Grant Revenue	4046					\$ 350,000
		\$ -				
		\$ -				
		\$ -				\$ -
Total Revenue		\$ -	\$ -	\$ -	\$ -	\$ 350,000
EXPENDITURES						
Capital Expenses	5052					\$ 350,000
Total Expenditures		\$ -	\$ -	\$ -	\$ -	\$ 350,000
Total Surplus or (Deficits)		\$ -				

Attachment: 2018-2019 Proposed Budget (Adopt FY 2018-2019 budget)



CITY OF ARVIN
2018-2019 Operating Budget

CMAQ SIDEWALK/GUTTERS-DERBY ST
SPECIAL REVENUE FUND

FUND NO.: 320		Audited	Audited	Pre Audit	Projected	Proposed
DEPT NO.: 028	Account	2014-2015	2015-2016	2016-2017	2017-2018	Budget
						2018-2019
REVENUE						
CMAQ GRANT	4019					\$ 385,615
		\$ -				
		\$ -				
		\$ -				\$ -
Total Revenue		\$ -	\$ -	\$ -	\$ -	\$ 385,615
EXPENDITURES						
Capital Expenses	5052					\$ 385,615
Total Expenditures		\$ -	\$ -	\$ -	\$ -	\$ 385,615
Total Surplus or (Deficits)		\$ -				

Attachment: 2018-2019 Proposed Budget (Adopt FY 2018-2019 budget)



CITY OF ARVIN
2018-2019 Operating Budget

STPL - FRANKLIN
SPECIAL REVENUE FUND

FUND NO.: 238	Audited			Pre Audit	Projected	Proposed Budget
DEPT NO.: 028	Account	2014-2015	2015-2016	2016-2017	2017-2018	2018-2019
REVENUE						
Grant Revenue	4046				0	\$ 502,574.00
Street Improvement Grant	4151					\$ -
						\$ -
Total Revenue				\$ -	\$ -	\$ 502,574.00
EXPENDITURES						
Salary - Fulltime	5001				\$ 54	\$ 54.00
Payroll Taxes	5009				\$ 4	\$ 4.00
PERS	5011				\$ 4	\$ 4.00
Administrative Services	5032				\$ 2,794	\$ 2,794
Professional Services	5034				\$ -	\$ -
Capital Expenses	5052				\$ -	\$ 476,585
Preliminary Engineering	5069					
Engineering Services	5070			\$ -	\$ 23,195	\$ 23,195
Grant Expenditure	5083					\$ -
Operating Transfer Out	5093					\$ -
Total Expenditures		\$ -	\$ -	\$ -	\$ 25,989	\$ 502,574
Total Surplus or (Deficits)		\$ -	\$ -	\$ -	\$ (25,989)	\$ -

Attachment: 2018-2019 Proposed Budget (Adopt FY 2018-2019 budget)



2018-2019 PROJECT SHEET

Proj. #: TO#1713

Project: Sycamore Drainage Project

Project Lead: Adam Ojeda

Dept.: Engineering

Fund: 244

Line Item:

Project Type: New Project/Expansion Replacement Maintenance

Priority Setting Factors:	H/S/W 5	Maint. 3	Expan. 3	New 3	Low 1	Medium 3	High 5	OVERALL
Rating:								0

A = Actual B = Budgeted

BREAKDOWN OF PROJECT COST AND FUNDING SOURCES

Cost Summary	FY 2015	FY 2016	FY 2017	FY 2018	FY 2019	Future Yrs	TOTAL
Engineering Task Order	2,501.10	3,659.55	22,644.35				28,805.00
Contingency				143,673.64	143,673.64		287,347.27
Construction Management Costs				132,222.70	132,222.70		264,445.40
Construction Costs				#####	#####		2,873,472.68
Design				213,646.30	213,646.30		427,292.60
Professional Service		51,682.36	49,768.83	26,700.64	51,585.06		179,736.89
TOTAL COST	2,501.10	55,341.91	72,413.18	1,952,979.62	1,977,864.03	-	4,061,099.84

Funding Source(s)	FY 2016	FY 2017	FY 2018	FY 2019	FY 2020	Future Yrs	TOTAL
IRWM Proposition 84	2,501.10	55,341.91	15,413.18	#####	-		#####
							-
TOTAL FUNDING SOURCES	2,501.10	55,341.91	15,413.18	3,987,843.65	-	-	4,061,099.84

1. Briefly Describe and provide justification for this Capital Project Request.

Sycamore Flood Reduction

2. Describe the project status and completed work.

Will be approximately 50% complete when the FY 17-18 Project is completely grant funded

3. Describe any anticipated grants related to the project.

4. What impact will the project have on annual operation expenses? Please quantify and describe.

	FY 2014	FY 2015	FY 2016	FY 2017	FY 2018	Future Yrs	TOTAL
Projected Operating Expenses							\$0

Map and/or pictures of Project/Project Area



Attachment: 2018-2019 Proposed Budget (Adopt FY 2018-2019 budget)



CITY OF ARVIN
2018-2019 Operating Budget

**PROP 84 - SYCAMORE DRAINAGE IMPROVEMENT
SPECIAL REVENUE FUND**

FUND NO.: 244 DEPT NO.: 028	Account	Audited	Audited	Pre Audit	Projected	Proposed Budget
		2014-2015	2015-2016	2016-2017	2017-2018	2018-2019
REVENUE						
Interest Income	4040					\$ -
Grant Revenue	4046					\$ -
Grant Fees	4048	\$ 66,000	\$ 72,807	\$ 77,611	\$ 1,955,774	\$ 1,980,658
Transfer In - TDA	4099	\$ -	\$ -			\$ -
Transfer In Traffic Impact Fees	4099	\$ -				\$ -
Transfers In- Traffic Impact Fees	4099	\$ -				\$ -
Transfers In- TDA NT	4099	\$ -			\$ -	\$ -
Total Revenue		\$ 66,000	\$ 72,807	\$ 77,611	\$ 1,955,774	\$ 1,980,658
EXPENDITURES						
Legal Expenses	5018	\$ -				\$ -
Administrative Services	5032	\$ 2,794			\$ 2,794	\$ 2,794
Professional Services	5034		\$ 33,225	\$ 49,769	\$ 26,701	\$ 51,585
Derby / Bear Mountain Signal	5052	\$ 156,000			\$ -	\$ -
Loan Fees		\$ -				\$ -
Sycamore Rehabilitation	5052	\$ 1,436,736		\$ 5,198	\$ 1,436,736	\$ 1,436,736
Capital Expense	5052		\$ -		\$ -	\$ -
Preliminary Engineering	5069	\$ -			\$ -	\$ -
Engineering Services	5070	\$ -	\$ 3,708	\$ 22,644	\$ 489,543	\$ 489,543
Grant Expenditure	5083	\$ -				
Operating Transfer Out	5093	\$ -				\$ -
Total Operating Expense		\$ 1,595,531	\$ 36,932	\$ 77,611	\$ 1,955,774	\$ 1,980,658
Total Expenditures		\$ 1,595,531	\$ 36,932	\$ 77,611	\$ 1,955,774	\$ 1,980,658
Total Surplus or (Deficits)		\$ (1,529,531)	\$ 35,875	\$ -	\$ -	\$ -

Attachment: 2018-2019 Proposed Budget (Adopt FY 2018-2019 budget)



CITY OF ARVIN
2018-2019 Operating Budget

Jewett Square Development
SPECIAL REVENUE FUND

FUND NO.: 257	Audited			Pre Audit	Projected	Proposed Budget
DEPT NO.: 028	Account	2014-2015	2015-2016	2016-2017	2017-2018	2018-2019
REVENUE						
Interest Income	4040			31,772	0	\$ -
Loan Funds	4048	\$ -	\$ (749)			\$ -
Grant Income	4087			\$ -		\$ -
Reimbursement Acct.	4119	\$ -		\$ 5,948	\$ -	\$ -
Transfer In Traffic Impact Fees	4099	\$ -				\$ -
Transfers In- Traffic Impact Fees	4099	\$ 135,000				\$ -
Transfers In- Econ Dev Loan	4099	\$ 43,000		\$ -	\$ -	
Loan Proceeds					\$ 782,365	\$ -
Total Revenue		\$ 178,000	\$ (749)	\$ 37,720	\$ 782,365	\$ -
EXPENDITURES						
Maintenance - Other	5008					
Legal Expenses	5018				\$ 528	\$ -
Settlement Expense	5019			\$ 2,860	\$ 24,150	
Licenses, Permits, & Fees	5022				\$ 484	\$ -
Administrative Services	5032	\$ -				
Professional Services - PG & E Services	5034		\$ 5,000	\$ 200	\$ -	\$ -
Construction	5052	\$ -	\$ 98,551	\$ 3,505,372	\$ 473,704	\$ -
Sycamore Rehabilitation	5052	\$ -				\$ -
Utility Expenses	5060	\$ -		\$ 130	\$ 9,039	\$ -
Engineering Services	5070	\$ 178,000	\$ 133,031	\$ 61,990	\$ 4,309	\$ -
Principal	5116				\$ 175,000	\$ -
Interest Expense	5092	\$ -		\$ 210,082	\$ 95,151	\$ -
Operating Transfer Out	5093	\$ -		\$ 348,444		\$ -
Total Operating Expense		\$ 178,000	\$ 236,582	\$ 4,129,078	\$ 782,365	\$ -
Total Expenditures		\$ 178,000	\$ 236,582	\$ 4,129,078	\$ 782,365	\$ -
Total Surplus or (Deficits)		\$ -	\$ (237,331)	\$ (4,091,358)	\$ -	\$ -

Attachment: 2018-2019 Proposed Budget (Adopt FY 2018-2019 budget)



CITY OF ARVIN
2018-2019 Operating Budget

**PROP 84 GRANTS- PARK
SPECIAL REVENUE FUND**

FUND NO.: 404	Audited			Pre Audit	Projected	Proposed Budget
DEPT NO.: 062	Account	2014-2015	2015-2016	2016-2017	2017-2018	2018-2019
REVENUE						
Prop 84 Grant- Park	4114	\$ -	\$ -	\$ 2,776,409	\$ -	\$ -
Miscellaneous	4054			\$ -	\$ -	\$ -
Sponsorship	4123	\$ -	\$ -	\$ -	\$ 4,100	\$ -
Transfer IN - General Fund	4099	\$ -		\$ -		\$ -
Total Revenue		\$ -	\$ -	\$ 2,776,409	\$ 4,100	\$ -
EXPENDITURES						
Salary - Full-time	5001	\$ -			\$ 312	\$ -
Salary - Over-time	5003	\$ -			\$ -	\$ -
Payroll Taxes	5009	\$ -			\$ 24	\$ -
CalPERS	5011	\$ -			\$ 20	\$ -
Total Salary and Benefits		\$ -	\$ -		\$ 356	\$ -
Maintenance - Other	5008			\$ -	\$ 1,179	\$ -
Administrative Services	5032	\$ -	\$ 6,509	\$ 13,944	\$ 13,944	\$ -
Professional Services	5034	\$ -		\$ 400	\$ -	\$ -
Community Expense	5046				\$ 23,600	\$ -
Travel and Conference	5058	\$ -			\$ -	\$ -
Capital Expense	5052	\$ -	\$ 2,500	\$ 2,482,616	\$ 291,185	\$ -
Utility Expense	5060			\$ 2,034	\$ 4,858	\$ -
Transfer Out	5093	\$ -			\$ -	\$ -
Engineering Svc.	5070		\$ 75,941	\$ 88,992	\$ 79,695	\$ -
Outside Services	5077				\$ 2,800	\$ -
Advertising-Publications	5082				\$ 800	\$ -
Total Capital Expense		\$ -	\$ 84,949	\$ 2,587,986	\$ 418,061	\$ -
Total Transfer Out		\$ -	\$ -	\$ -	\$ -	\$ -
Total Operating Expense		\$ -	\$ -	\$ -	\$ 356	\$ -
Total Expenditures		\$ -	\$ 84,949	\$ 2,587,986	\$ 418,417	\$ -
Total Surplus or (Deficits)		\$ -	\$ (84,949)	\$ 188,423	\$ (414,317)	\$ -

Attachment: 2018-2019 Proposed Budget (Adopt FY 2018-2019 budget)



CITY OF ARVIN
2018-2019 Operating Budget

2018-2019 Pavement Management Plan

Slurry Seal Maintenance Priority List

Street	From	To	Approximate Length	Projected Budget
1 Royal Street	Comanche	Walnut Avenue	25% Miles	\$120,757
2 Langford Avenue	Meyer Street	A Street	25% Miles	\$161,051
3 Franklin Avenue	A Street	Butte Avenue	20% Miles	\$140,000
4 S. Hill Street	SR-223	Haven Drive	25% Miles	\$96,000
5 Sycamore Road	Meyer Street	S. A Street	34% Miles	\$270,079
6 S. Comanche Drive	Sycamore Road	End of pavement	50% Miles	\$231,635
7 El Camino Real	Rayo de la	Meyer Street	14% Miles	\$124,307
8 Santa Rosa Street	Haven Drive	Hood Street	13% Miles	\$66,243
9 S. Acala Street	Tucker Street	Haven Drive	19% Miles	\$89,512
10 Walnut Drive	SR-223	Hood Street	38% Miles	\$240,000

The Pavement Condition Index (PCI) from the 2017 Pavement Management Plan was reference for the development of this list and updated based on current field conditions.

Street Overlay Priority List

Street	From	To	Approximate Length	Projected Budget
1 N Acala Street	SR-223	4th Avenue	9% Miles	\$104,367
2 Arvin Avenue	Derby Street	C Street	9% Miles	\$102,345
3 Stuart Street	Hill Street	N. A Street	13% Miles	\$150,426
4 Meyer Street	Haven Drive	Franklin Street	25% Miles	\$538,271
5 Meyer Street	Olson Way	Mary Street	31% Miles	\$519,725
6 Sycamore Road	S. A Street	Tejon Highway	17% Miles	\$397,341
7 El Camino Real	Meyer Street	Tejon Highway	51% Miles	\$421,462
8 Packard Drive	Comanche	Alderete Drive	28% Miles	\$334,268
9 N. Derby Street	SR-223	5th Avenue	25% Miles	\$372,667
10 Wilson Street	Hill Street	N. A Street	13% Miles	\$150,244

The Pavement Condition Index (PCI) from the 2017 Pavement Management Plan was reference for the development of this list and updated based on current field conditions.



CITY OF ARVIN
2018-2019 Operating Budget

2018-2019 Pavement Management Plan

Street Reconstruction Priority List

Street	From	To	Approximate Length	Projected Budget
1 Meyer	SR-223	Haven Drive	25% Miles	\$572,712
2 Plumtree	SR-223	Orchard Street	44% Miles	\$756,519
3 S. Hill Street	Haven Drive	Langford Avenue	38% Miles	\$720,059
4 Franklin Street	S. A Street	Walnut Avenue	51% Miles	\$1,683,491
5 Haven Drive	Comanche	Derby Street	102% Miles	\$1,933,975
6 Comanche Drive	SR-223	Sycamore Drive	100% Miles	\$2,317,271
7 S. Derby Street	SR-223	Sycamore Road	100% Miles	\$1,957,568
8 A Street	SR-223	Olson Way	82% Miles	\$1,533,915
9 Hood Street	Comanche	Meyer Street	51% Miles	\$905,228
10 Durham Street	Comanche	Walnut Avenue	25% Miles	\$483,129

The Pavement Condition Index (PCI) from the 2017 Pavement Management Plan was reference for the development of this list and updated based on current field conditions.

City of Arvin
Annual Operating Budget
Fiscal Year 2018-2019



Debt Scedule

Attachment: 2018-2019 Proposed Budget (Adopt FY 2018-2019 budget)



City of Arvin
Debt Schedule and Lease Schedule
Fiscal Year 2018-2019

Fund	Dept	Fund Name	Original Terms	Years Remaining	Description	Beginning Balance	Interest Payment	Principal Payment	Ending Balance
100	014	Police Vehicles	4	3	4-2017 Ford Police Utility	\$205,484		\$51,371	154,113.12
		Jewett Square	19Years	16	Bond Debt-Jewett Square	\$ 4,995,000	\$ 179,861	\$ 180,000	4,815,000.00
420	016	Sanitation	19Years	16	Bond Debt-Wastewater Treatment Plant	\$ 4,472,712	\$ 153,494	\$ 189,885	4,282,826.66
450	070	Successor Agency	30 Years	20	2005 Tax Allocation Bonds	\$ 5,315,000	\$ 261,858	\$ 140,000	5,175,000.00
450	070	Successor Agency	30 Years	23	2008 Tax Allocation Bonds	\$ 3,375,000	\$ 215,675	\$ 40,000	3,335,000.00
City Debt Total						\$18,363,196	\$810,888	\$601,256	\$17,761,940

City of Arvin
Annual Operating Budget
Fiscal Year 2018-2019



Staffing Summary

CITY OF ARVIN
 BUDGET 2018-2019
 EMPLOYEE COUNT

2018-2019 Operating Budget



Attachment: 2018-2019 Proposed Budget (Adopt FY 2018-2019 budget)

	2012-2013	2013-2014	2014-2015	2015-2016	2016-2017	2017-2018	2018-2019
Administration	4.00	6.00	6.00	6.00	9.00	9.00	8.00
Animal Control	1.00	1.00	1.00	1.00	1.00	1.00	1.00
Building-Planning-Engineering	1.00	2.00	2.00	2.00	3.00	2.00	3.00
Mayor & Council	5.00	5.00	5.00	5.00	5.00	5.00	5.00
Parks	-	-	-	-	-	2.00	-
Police	18.00	20.00	20.00	17.00	19.00	20.00	24.00
Police Non-Sworn	5.00	7.00	6.75	6.00	7.00	7.00	7.00
Public Works	6.00	6.00	6.00	6.00	7.00	7.50	8.00
Transit	8.00	7.00	7.00	7.00	6.50	6.50	6.50
Sanitation	-	-	-	-	-	-	-
	48.00	54.00	53.75	50.00	57.50	60.00	62.50

Fiscal Year	2012-2013	2013-2014	2014-2015	2015-2016	2016-2017	2017-2018	2018-2019
Employee Count	48.00	54.00	53.75	50.00	57.50	60.00	62.50



CITY OF ARVIN
2018-2019 Operating Budget

Summary of Benefits

Type of Benefit	Paid By	Employee Eligibility	Summary of Benefits
Benefits may vary dependent on the employee's union contract.			
Medical	The City	First of the month following thirty days of full time employment	Gemcare Health Plan 10 or Kaiser HMO 0/20 Plan. City pays 100% deductible for employees and dependants are based on union contract guidelines.
Dental	The City	First of the month following thirty days of full time employment	Guardian Dental. City pays 100% deductible for employees and dependant portion is based on union contract guidelines.
Vision	The City	First of the month following thirty days of full time employment	Guardian Vision. City pays 100% deductible for employees and dependant portion is based on union contract guidelines.
Cal - PERS Retirement: 2@55 Plan	The employee contributes 7% of gross salary, while the employer contributes 8.003%	Must be a full time employee and is active upon hire date. Part time employees may join after 1,000 hours of service. Contributions to plan vary by union contract.	Vesting period is 5 years. At point of retirement, employees earn 2% annual salary multiplied by years of service.
Cal - PERS Retirement: 2@62 Plan	The employee contributes 6.25% of gross salary, while the employer contributes 6.237%	Must be a full time employee and is active upon hire date. Part time employees may join after 1,000 hours of service. Contributions to plan vary by union contract.	Vesting period is 5 years. At point of retirement, employees earn 2% annual salary multiplied by years of service.
Deferred Compensation	The employee	Upon date of hire	Deferred Compensation Plan with ICMA- RC as the Plan Administrator. Employees may tax defer voluntary retirement contributions up to maximum allowed by Federal Law.
Vacation	The City	Vacation time accrues from the date of hire.	0-4 years : 80 hours/ year. 5-9 years: 120 hours/ year. 10+ years: 160 hours/ year
Sick	The City	Sick time accrues from the date of hire.	8 hours per month. 96 hours per calendar year.
Recognized Holidays	The City	Upon date of hire	New Year's Eve, New Year's Day, Martin Luther King, Jr. Day, President's Day, Cesar Chavez Day, Memorial Day, Independence Day, Labor Day, Veteran's Day, Thanksgiving Day, Day after Thanksgiving, Christmas Eve, Christmas Day.
Life Insurance	The City	Upon date of hire	Guardian \$50,000.00
Optional Life Insurance	The employee	Upon date of hire	Optional portable life insurance coverage is available for the employee, their spouse and children. Coverage amounts are subject to Underwriting approval.
Workers Compensation	The City	Upon employment	Covers employees in the event of work - related injuries.
Tuition Compensation	The City	First of the month following thirty days of full time employment	Up to \$1,500.00 annually. Requires prior approval and subject to budgetary requirements.
Sec 125 Cafeteria Plan	The employee	First of the month following thirty days of full time employment	Employees can choose from a dependent care plan and a variety of other benefits.

Attachment: 2018-2019 Proposed Budget (Adopt FY 2018-2019 budget)

City of Arvin
Annual Operating Budget
Fiscal Year 2018-2019



Appendix

SELECT WEEK START: SUNDAY



CITY OF ARVIN

MEETINGS & DAYS CLOSED

2018

January

S	M	T	W	T	F	S
31	1	2	3	4	5	6
7	8	9	10	11	12	13
14	15	16	17	18	19	20
21	22	23	24	25	26	27
28	29	30	31	1	2	3
4	5	6	7	8	9	10

February

S	M	T	W	T	F	S
28	29	30	31	1	2	3
4	5	6	7	8	9	10
11	12	13	14	15	16	17
18	19	20	21	22	23	24
25	26	27	28	1	2	3
4	5	6	7	8	9	10

March

S	M	T	W	T	F	S
25	26	27	28	1	2	3
4	5	6	7	8	9	10
11	12	13	14	15	16	17
18	19	20	21	22	23	24
25	26	27	28	29	30	31
1	2	3	4	5	6	7

April

S	M	T	W	T	F	S
1	2	3	4	5	6	7
8	9	10	11	12	13	14
15	16	17	18	19	20	21
22	23	24	25	26	27	28
29	30	1	2	3	4	5
6	7	8	9	10	11	12

May

S	M	T	W	T	F	S
29	30	1	2	3	4	5
6	7	8	9	10	11	12
13	14	15	16	17	18	19
20	21	22	23	24	25	26
27	28	29	30	31	1	2
3	4	5	6	7	8	9

June

S	M	T	W	T	F	S
27	28	29	30	31	1	2
3	4	5	6	7	8	9
10	11	12	13	14	15	16
17	18	19	20	21	22	23
24	25	26	27	28	29	30
1	2	3	4	5	6	7

July

S	M	T	W	T	F	S
1	2	3	4	5	6	7
8	9	10	11	12	13	14
15	16	17	18	19	20	21
22	23	24	25	26	27	28
29	30	31	1	2	3	4
5	6	7	8	9	10	11

August

S	M	T	W	T	F	S
29	30	31	1	2	3	4
5	6	7	8	9	10	11
12	13	14	15	16	17	18
19	20	21	22	23	24	25
26	27	28	29	30	31	1
2	3	4	5	6	7	8

September

S	M	T	W	T	F	S
26	27	28	29	30	31	1
2	3	4	5	6	7	8
9	10	11	12	13	14	15
16	17	18	19	20	21	22
23	24	25	26	27	28	29
30	1	2	3	4	5	6

October

S	M	T	W	T	F	S
30	1	2	3	4	5	6
7	8	9	10	11	12	13
14	15	16	17	18	19	20
21	22	23	24	25	26	27
28	29	30	31	1	2	3
4	5	6	7	8	9	10

November

S	M	T	W	T	F	S
28	29	30	31	1	2	3
4	5	6	7	8	9	10
11	12	13	14	15	16	17
18	19	20	21	22	23	24
25	26	27	28	29	30	1
2	3	4	5	6	7	8

December

S	M	T	W	T	F	S
25	26	27	28	29	30	1
2	3	4	5	6	7	8
9	10	11	12	13	14	15
16	17	18	19	20	21	22
23	24	25	26	27	28	29
30	31	1	2	3	4	5

Holiday

City Council Meetings

Closed Fridays

Friday off, but a Holiday

Attachment: 2018-2019 Proposed Budget (Adopt FY 2018-2019 budget)



**CITY OF ARVIN
2018-2019 BUDGET
Cost Allocation-Liability**

	5013	5014	
	Workers		
	Liability	Comp	
100-001	12,292.83	58,539.68	
100-002	4,693.95	-	
100-003	3,826.01	4,890.48	
100-005	5,561.87	-	
100-007	5,561.87	3,306.19	
100-009	3,631.16	-	
100-012	3,826.01	-	
100-014	74,802.01	112,152.82	
100-030	11,495.74	-	
200-020	6,217.26	31,496.24	
220-022	4,888.78	-	
230-032	3,826.01	-	
240-025	2,780.95	-	
400-023	26,852.91	26,614.60	
420-016	6,872.62	-	
	177,130.00	237,000.00	414,130.00
			-

Quarterly	Yearly	
44,282.50	177,130.00	Liability
59,250.00	237,000.00	Worker's Comp
103,532.50	414,130.00	

Attachment: 2018-2019 Proposed Budget (Adopt FY 2018-2019 budget)

**City of Arvin
Risk Management Allocation
Year 2018-2019**

Dept	Description	Buildings	People	Cars	Admin & EAP		Liability	Vehicles	Liab w Prop	Prop		Sub Total		Total Expense	
					%	Amount				%	Amount	Amount	%		
100-001	Administration	1	6	0	12.77%	21,736	0.00%	0	0	1,171	4.00%	132	21,868	12.60% 21,868.0	
100-002	Adobe Complex	1	1	0	2.13%	3,623	0.00%	0	0	7,317	25.00%	827	4,449	2.56% 4,449.1	
100-003	Animal Control	0	1	1	2.13%	3,623	2.44%	1,428	119	714	0.00%	0	3,623	2.09% 5,169.7	
100-005	Building and Grounds	1	0.5	0	1.06%	1,811	0.00%	0	0	0	0.00%	0	1,811	1.04% 1,811.3	
100-006	Building and Planning	1	2	1	4.26%	7,245	2.44%	1,428	119	1,007	1.00%	33	7,278	4.19% 8,825.4	
100-009	Senior Center	1	0.5	0	1.06%	1,811	0.00%	0	0	1,463	5.00%	165	1,977	1.14% 1,976.6	
100-012	Parks and Recreation	0	1	2	2.13%	3,623	4.88%	2,856	239	1,720	1.00%	33	3,656	2.11% 6,749.8	
100-014	Police Department	1	19	20	40.43%	68,830	48.78%	28,556	2,386	16,327	7.00%	231	69,061	39.79% 100,002.9	
100-030	Measure L	0	5	3	10.64%	18,113	7.32%	4,283	358	2,142	0.00%	0	18,113	10.44% 22,754.3	
100-019	Public Works - Shop	1	0.5	0.5	1.06%	1,811	1.22%	714	60	942	2.00%	66	1,877	1.08% 2,650.9	
200-020	Streets and Roads	0	2	4	4.26%	7,245	9.76%	5,711	477	2,856	0.00%	0	7,245	4.17% 13,433.5	
220-022	Street Sweeping	0	0	0	0.00%	0	0.00%	0	0	0	0.00%	0	0	0.00% 0.0	
240-025	Lighting District	0	0.5	0.5	1.06%	1,811	1.22%	714	60	357	0.00%	0	1,811	1.04% 2,584.8	
230-032	C.O.P.S.	0	1	1	2.13%	3,623	2.44%	1,428	119	714	0.00%	0	3,623	2.09% 5,169.7	
400-023	Transportation - Transit	1	7	8	14.89%	25,358	19.51%	11,422	954	6,882	4.00%	132	25,491	14.69% 37,867.2	
420-016	Sewer Plant	4	0	0	0.00%	0	0.00%	0	0	14,928	51.00%	1,686	1,686	0.97% 1,686.1	
% Totals to verify formulas		12	47	41	100.00%	170,264	100.00%	58,540	4,890	58,540	100.00%	3,306	173,570	100.00%	237,000

Per Qrtly Invoice

CITY OF ARVIN 2017-2018

Workers Comp	2017-2018	Adjustment	2018-2019
Workers Comp	237,000.00		
General Liability	58,539.68	24.70%	711.00
Auto Physical Damage	4,890.48	2.06%	59.00
Property	3,306.19	1.40%	40.00
General Admin	112,152.82	47.32%	1,361.00
Employee Assistance	31,496.24	13.29%	382.00
Business Travel	0.00	0.00%	-
Crime Shield	26,614.60	11.23%	323.00
Adjustment	0	0.00%	-
Total Annual Amount	237,000.01	100.00%	2,877.00
Monthly Total	19,750.00		239,876.01

Monthly AP Breakdown	
100-000-0073	\$ 10,474.29
200-000-0073	\$ 518.10
220-000-0073	\$ 407.40
240-000-0073	\$ 231.75
230-000-0073	\$ 318.83
400-000-0073	\$ 2,237.74
420-000-0073	\$ 572.72
Total	\$ 14,760.83

Per G/L

Recurring JE	2018-2019	Annual	New Annu:
100-001-5013	1,024.40	12,292.83	16,647.4
100-002-5013	391.16	4,693.95	6,356.7
100-003-5013	318.83	3,826.01	5,181.3
100-005-5013	463.49	5,561.87	7,532.0
100-007-5013	463.49	5,561.87	7,532.0
100-009-5013	302.60	3,631.16	4,917.4
220-022	407.40	4,888.78	6,620.5
100-012-5013	318.83	3,826.01	5,181.3
100-014-5013	6,233.50	74,802.01	101,299.6
100-030-5013	957.98	11,495.74	15,567.9
200-020-5013	518.10	6,217.26	8,419.6
240-025-5013	231.75	2,780.95	3,766.0
230-032-5013	318.83	3,826.01	5,181.3
400-023-5013	2,237.74	26,852.91	36,365.2
420-016-5013	572.72	6,872.62	9,307.1
100.000%	\$ 14,760.83	177,130.00	239,876.0

Attachment: 2018-2019 Proposed Budget (Adopt FY 2018-2019 budget)

Glossary

General Fund (100)

The General Fund is the largest fund within the City's budget. This fund consists of individual departments or functions within the City operations.

Administration - The City Manager, City Clerk, Finance Director and admin staff are included in this department. Many of the costs to run the general city operations are recorded in this department. As appropriate some costs are then allocated to other Special Funds where Staff and supplies are used to support the activities in these Funds. The majority of revenue for the City is received in this department. Sales Tax, Property Tax and Franchise Fees represent approximately 25% of the total General Fund revenues received by the City each year. These revenues provide funds to support other departments where the revenue stream is not sufficient to pay for the operating expenses within that department. Expenses for this department are about 6% of the General Fund total expenses.

Adobe Complex - This department captures revenues and costs related to the use and maintenance of the Veteran's Hall and the suites within the complex. Salaries and benefits for Public Works employees are recorded when they are providing services at this facility based on their time sheet reporting. Other costs for outside services, utilities and materials are also charged as they are needed. Revenue for this department is limited to rents received for the use of the suites or the Veteran's Hall.

Animal Control- Currently this department consists of only one employee who is responsible to capturing animals that are unconfined and loose in the City or picking up animals when residents wish to relinquish their pets. The major cost for this department is the fees that are paid to Kern County Animal Control when animals are taken to that facility. Revenue is received from the payment of Licensing and other fees related to animals.

Building and Grounds- This department captures the costs for Public Works employees to do the maintenance in the City Hall Complex. This includes the Transit, Building Department, Police Department, Council Chambers and City Hall buildings and grounds. The costs are allocated based on the time sheet reporting for these employees. This department does not generate any revenue.

Building/Code Enforcement/ Planning/Engineering - This department is responsible for working with developers and homeowners to assure that new and existing buildings are compliant with City, State and Federal regulations and codes. They also review requests for easements that may be required when access to city property is needed for a project. Fees are collected for these services which provides the revenues. The expenses include the cost for the contracted services for Engineering and Planning as well as salaries for the Building Official and admin support

Senior Center - The building located at 800 Walnut Drive is rented by the Kern County Aging and Adult Services for the use of part of the building as a senior center. The City uses this same area as a cooling center as needed. Space is also rented by the Arvin Historical Society and the Arvin Chamber of Commerce. Public Works employee salaries and benefits are allocated based on time sheet information.

Glossary-(continued)

Mayor and Council- Expenses for the Mayor and Council are recorded in this department. This includes salaries, travel, conferences, and membership dues for the League of California Cities and other costs incurred by the Mayor and Council as part of their City responsibilities.

Parks - Revenue for this department is received for rental of the fields at the parks and also for the use of land for the MetroPCS cell tower. In 2012-2013 the ATT cell tower rental contract was purchased resulting in a one-time increase in the revenues generated. Public Works provides the maintenance for the parks in Arvin. Employee salaries, benefits and other costs are allocated based on time sheet reporting. A major cost for this department is water for the grounds and the restrooms located at the parks.

Police - The majority of the revenues for this department comes from County, City or State grants and programs with a small percentage received for other services provided such as fingerprinting. Other grant revenues related to Police activities are collected and recorded in other Special Funds such as the State COPS Grant. Employee salaries, benefits and other appropriate costs are allocated from this department to those Special Fund budgets in line with the requirements of each. In addition the 1% Sales Tax voted in by Arvin residents on Measure L is used to fund some salaries and benefits. The largest component of the expenses is the personnel and related costs. This year the salaries have been separated to show those for the sworn police personnel and those of the non-sworn, which is the dispatchers and admin support staff. As a supplement to the police officers, the department also uses volunteer Reserve Officers.

Measure L- This department was set up in 2011 to provide for visibility to the general purpose 1% sales tax that was approved by Arvin voters in 2008. The revenues are collected by the State Board of Equalization and forwarded to the City. The expenses of these funds are consistent with the criteria as presented in the original ballot measure. The City has been using the funds to pay for the Fire Service contract with the County and to fund salaries and other staff related costs for 3 Police officers and 2 dispatchers, as well as some capital replacement and special equipment for the Police Department. The City Council does seek input from the community on potential projects that also could be funded.

Capital Projects

This department is established to account for the expenditures for capital projects. Revenues for these are generally booked as transfers in from other Special Funds. Some projects require a local match and Staff will provide the City Council with information as to available funding. Each project is reviewed and the revenue source is identified prior to committing to that project. .

Public Works

This department provides maintenance service for the City. Salaries and other employee related costs are allocated to other departments or Special Funds based on the reporting on the bi-weekly time sheets. Costs for the utilities, supplies and property insurance for the Public Works shop are recorded in this department. This department does not generate any revenue, however in past years the permit fees paid by companies for easements on City property were recorded in this department. These amounts are now in the Building Department.

LLMD 1 (240) and LLMD 2 (242) - These Landscape and Lighting Maintenance Assessment Districts were established by the City to provide for new developments within identified areas to have

Glossary-(continued)

assessments applied to the properties in order to support the landscape and lighting requirements for these areas. Each year a review is done to determine the cost to provide these services and an assessment is placed on the property tax rolls for these properties. The funds may be used only to provide the services outlined. Public Works labor is allocated based on time sheet reporting. Utilities and other maintenance costs are identified as invoicing is received.

TDA Non Transit (220) The Transportation Development Act (TDA) provides funding for public transportation. These funds are for the development and support of public transportation needs, however, once the transportation needs are met, a portion of the funds may be used for street and road projects. The City applies for these funds as they are available and projects are identified.

Special Funds

These funds are established because the revenues that are received have identified and restricted uses. These can provide the City with additional monies to meet operational needs and special projects. Expenses are reviewed to assure they meet the appropriate guidelines.

Gas Tax (200) – Funds collected on the purchase of gasoline is distributed by the State Controller’s Office each month per established apportionments. These revenues can be used for the construction and maintenance of roads. This can include the cost of labor by the City employees as well as other overhead items. This fund also reflects revenue collected from CalTrans for Street Sweeper services.

Asset Forfeiture (231)-The Department of Justice Asset Forfeiture Program obtains funds through the seizure and forfeiture of assets that are used to facilitate federal crimes. These funds are to be used to enhance public safety and security.

Traffic Offender (236) –The City obtained a grant in 2010 from the Office of Traffic Safety for the development of a DUI enforcement and awareness program. Part of the grant requirement was to establish an administrative recovery fee for impounded vehicles. The City Council established a fee of \$35.00 per vehicle release. The grant and the continued collection of these fees are to be used to support the grant objectives.

Jewett Square (257) - This fund was established to control the funding and expenses for the development of Jewett Square. The construction of the infrastructure is estimated to cost \$5.5 million.

Traffic Impact Fees (291), Park Impact Fees (293) and Sewer Connection Fee (421) – New commercial and residential developments are charged impact fees to provide funding to the City for the impact these new additions will have on the current infrastructure. Commercial enterprises are charged the traffic impact fee to fund improvements that may be needed to handle the change in traffic flow due that can result from this additional business. Residential developments are charged a park impact fee to provide funding for the expansion of existing parks or construction of new parks.

Successor Agency (450) - The Redevelopment Agencies were dissolved effective January 31, 2012. The Successor Agency was created to be responsible to wind down the activities for these RDAs. The City became the Successor Agency for the Arvin RDA. Payment of outstanding obligations, including the payment for allocation bond debt, property disposition and required reporting to the State are some of the activities that are now handled by the Arvin Staff. General Fund salaries and benefits are allocated to this fund for this support work.

Glossary-(continued)

Enterprise Funds

Two of the services provided by the City are treated as separate operations and reported as Enterprise Funds. These are more like a separate business, since they are funded by the fees they charge for services. In that regard these operations most closely resemble private enterprise. The budget for these funds includes the cost for depreciation, however since this is a non-cash item, it is reported as a non-operational expense. Depreciation represents the amortization of the cost for the assets that are purchased over the anticipated life of the asset.

Transit (400) - The Transit department maintains a fleet of 8 buses that provide fixed route and dial-a-ride service to the community. The fees for this service does not support the operation, but funding from TDA and JARC provide the additional revenue to cover the expenses.

Sanitation (420) - The wastewater treatment plant provides wastewater collection, treatment and disposal. The City contracts with Veolia Waters to manage the plant and the associated sewer lines and equipment. The charge for these services is placed on the property tax rolls and collected by the Kern County Auditor Controller then forwarded to the City. All revenues collected are deposited in a trust account and payment to Veolia is made from this account. Veolia pays the City a franchise fee which is shown as revenue in the administration

Grants

A contribution by a government or other organization to support a particular function.

**City of Arvin
Annual Operating Budget
Fiscal Year 2018-2019**



Thank You!

Attachment: 2018-2019 Proposed Budget (Adopt FY 2018-2019 budget)



USER UTILITY TAX (UUT)

- **USER UTILITY TAX IS A TAX ON UTILITIES USED BY THE RESIDENTS AND INDUSTRY OF A CITY. UUT is paid via monthly charges on utility bills.**
- **THE TAX IS BASED ON A % OF UTILITY CHARGES**
- **REVENUE FROM THIS TAX CAN BE USED FOR POLICE SERVICES, PARKS, STREET REPAIR, AND OTHER CITY FUNCTIONS**



USER UTILITY TAX (UUT)

- UTILITIES THAT CAN BE TAXED INCLUDE ELECTRICITY, GAS, WATER, TELEPHONE (LAND/CELL), CABLE TV, SEWER, AND REFUSE
most cities do not charge for all utilities.
- Currently about 36% of cities in California with populations over 5,000 impose a UUT.
- Rates vary from 2% to 11%
- Revenue generated from UUT is subject to GANN limit.



UTILITY TAX SURVEY

- CITY: OROVILLE. POPULATION : 18,000
- TAX RATE 5%
- UTILITIES TAXED: TELEPHONE, CELL, ELECTRIC, GAS, CABLE, **WATER**
- **REVENUES RECEIVED \$1,700,000 PER YEAR**



UTILITY TAX SURVEY

- CITY: PINOLE. POPULATION : 19,000
- TAX RATE **8%**
- UTILITIES TAXED: TELEPHONE, CELL, ELECTRIC, GAS, CABLE
- **REVENUES RECEIVED \$2,000,000 PER YEAR**



UTILITY TAX SURVEY

- CITY: PORT HUMENEME . POPULATION : 23,000
- TAX RATE 4%
- UTILITIES TAXED: TELEPHONE, CELL, ELECTRIC, GAS, CABLE, **WATER**
- **REVENUES RECEIVED \$1,100,000 PER YEAR**



UTILITY TAX SURVEY

- CITY: DINUBA. POPULATION : 25,000
- TAX RATE **7%**
- UTILITIES TAXED: TELEPHONE, CELL, ELECTRIC, GAS,
- **REVENUES RECEIVED \$1,600,000 PER YEAR**



UTILITY TAX SURVEY

- CITY: HERCULES. POPULATION : 25,000
- TAX RATE **8%**
- UTILITIES TAXED: TELEPHONE, CELL, ELECTRIC, GAS, CABLE, **WATER**
- **REVENUES RECEIVED \$3,400,000 PER YEAR**

This is the 3rd highest rate/#utilities taxed in California



UTILITY TAX SURVEY

- CITY: SOLEDAD. POPULATION : 26,000
- TAX RATE 5%
- UTILITIES TAXED: TELEPHONE, CELL, ELECTRIC, GAS, CABLE,
- **REVENUES RECEIVED \$500,000 PER YEAR**

Not sure why revenue for this city is so low.



UTILITY TAX SURVEY

- CITY: SANGER. POPULATION : 26,000
- TAX RATE 5%
- UTILITIES TAXED: TELEPHONE, CELL, ELECTRIC, GAS, CABLE, **WATER**
- **REVENUES RECEIVED \$1,300,000 PER YEAR**

Demographics of this city is probably closest to Arvin's.



UTILITY TAX SURVEY

- CITY: BRAWLEY. POPULATION : 26,000
- TAX RATE 4%
- UTILITIES TAXED: TELEPHONE, CELL, ELECTRIC, GAS, CABLE, **WATER, SEWER, GARBAGE**
- **REVENUES RECEIVED \$2,000,000 PER YEAR**



UTILITY TAX SURVEY

- CITY: ARVIN POPULATION : 21,500
- TAX RATE (proposed) 4% to 6%
- UTILITIES TAXED: TELEPHONE, CELL, ELECTRIC, GAS, CABLE, **WATER**
- **REVENUES RECEIVED \$800,000 to \$1,200,000 + PER YEAR**



UTILITY TAX – Next Steps

- **Receive direction from Council on utilities to tax**
- **Determine rate of tax**
- **Adopt resolution authorizing measure to be placed on the November 2018 general election**

Resolution must be presented to County Registrar of Voters by early August for placement on the ballot.

City of Arvin - General Fund Revenue Analysis
 Fiscal Year 2017-18 as of 05/31/18. % of year = 92
 Based on revised budget adopted 11/04/2017
 dollars in thousands (\$000)

Category	Budget	YTD	Budget %
Administrative Cost Recovery	236	216	91.5%
Franchise Fees	385	397	103.1%
Grants (b)	180	151	83.9%
Planning Department Fees	504	332	65.9%
Police Department Fees	167	54	32.3%
*Property Tax Fees	416	224	53.8%
Rental of Facilities	51	46	90.2%
**Sales Tax - general (as of 3/31)	731	534	73.1%
**Sales Tax - Measure L (as of 3/31)	1,267	1,468	115.9%
***Vehicle License Fees/taxes	1,603	1,894	118.2%
One-Time Revenue	100	100	100.0%
Net revenue received	5,640	5,416	96.0%
Recovery of PY Sewer expense (a)	1,000	1,000	100.0%
Total General Fund Revenue YTD	6,640	6,416	96.6%

* - Property Tax revenue is generally received in December and April/May.

** - General Sales Tax and Measure L Sales Tax revenue
 are received two months in arrears.

*** - Vehicle license in-lieu of fees are received twice per
 year - generally in December and in April.

(a) - approved by Council - item 6.C on 11/07/17

(b) \$225k in grant revenue not expected in FY 17/18. Budget has also
 been amended to reduce grant expenses by this same amount

City of Arvin - General Fund Expense Analysis
 Fiscal Year 2017-18 as of 05/31/18. % of year = 92
 dollars in thousands (\$000)

Category	Budget	YTD	Budget %
Salaries and Benefits	4,225	3,590	85.0%
Kern County Contracts	617	566	91.7%
General City Expenses	300	258	86.0%
*Professional Service Contracts	432	546	126.4%
Maintenance	288	195	67.7%
Legal	367	380	103.5%
Information Technology	115	108	93.9%
Utilities	173	184	106.4%
Interest	14	-	0.0%
Grant expenses (note a)	37	-	0.0%
One-time expenses	50	37	74.0%
Total General Fund Expenses	6,618	5,864	88.6%

(a) Budget reduced \$225k in grant expenses not expected in FY 17/18. Budget has also been amended to reduce grant revenue by this same amount

*Prof Serv Contracts: (\$482k year to date)

Finance:

Interim Finance Director	22
BHK - Bank reconciliations	24
Finance Director Recruit	15
Pun Group (Audit)	38

Finance total 99

Planning/Engineering:

JAS Pacific - Planning	269
QK - Engineering	26
DeWalt - Engineering	66

Planning/Engineering total 361

Police Department:

RIMS Annual Support	26
Investigation Services	10

Police total 36

Other (Housing Element etc.) 50

TOTAL CONTRACT SERVICES YTD 546

Attachment: MAY Financial report (May 2018 Monthly Financial Report)