

AGENDA

**TEHACHAPI CITY COUNCIL REGULAR MEETING,
TEHACHAPI REDEVELOPMENT SUCCESSOR AGENCY REGULAR MEETING,
TEHACHAPI PUBLIC FINANCING AUTHORITY REGULAR MEETING, AND
TEHACHAPI CITY FINANCING CORPORATION REGULAR MEETING
Monday, May 18, 2015 - 6:00 P.M.**

Persons desiring disability-related accommodations should contact the City Clerk no later than ten days prior to the need for the accommodation. A copy of any writing that is a public record relating to an open session item of this meeting is available at City Hall, 115 South Robinson Street, Tehachapi, California, 93561.

CALL TO ORDER

ROLL CALL

INVOCATION

Participation in the invocation is strictly voluntary. Each City Councilmember, city employee, and each person in attendance may participate or not participate as he or she chooses.

PLEDGE TO FLAG

CONSENT AGENDA/OPPORTUNITY FOR PUBLIC COMMENT

All items listed with an asterisk (*) are considered to be routine and non-controversial by city staff. Consent items will be considered first and may be approved by one motion if no member of the council or audience wishes to comment or ask questions. If comment or discussion is desired by anyone, the item will be removed from the consent agenda and will be considered in listed sequence with an opportunity for any member of the public to address the city council concerning the item before action is taken. Staff recommendations are shown in caps. Please turn all cellular phones off during the meeting.

AUDIENCE ORAL AND WRITTEN COMMUNICATIONS

The City Council welcomes public comments on any items within the subject matter jurisdiction of the Council. We respectfully request that this public forum be utilized in a positive and constructive manner. Persons addressing the Council should first state their name and area of residence, the matter of City business to be discussed, and the organization or persons represented, if any. To ensure accuracy in the minutes, please fill out a speaker's card at the podium. Comments directed to an item on the agenda should be made at the time the item is called for discussion by the Mayor. Questions on non-agenda items directed to the Council or staff should be first submitted to the City Clerk in written form no later than 12:00 p.m. on the Wednesday preceding the Council meeting; otherwise response to the question may be carried over to the next City Council meeting. No action can be taken by the Council on matters not listed on the agenda except in certain specified circumstances. The Council reserves the right to limit the speaking time of individual speakers and the time allotted for public presentations.

1. General public comments regarding matters not listed as an agenda item.

**TEHACHAPI CITY COUNCIL REGULAR MEETING,
TEHACHAPI REDEVELOPMENT SUCCESSOR AGENCY REGULAR MEETING,
TEHACHAPI PUBLIC FINANCING AUTHORITY REGULAR MEETING, AND
TEHACHAPI CITY FINANCING CORPORATION REGULAR MEETING**

Monday, May 18, 2015- 6:00 P.M. - PG. 2

CITY CLERK REPORTS

Tehachapi City Council Unassigned Res. No. 22-15

Tehachapi City Council Unassigned Ord. No. 15-07-726

Tehachapi Redevelopment Successor Agency Unassigned Res. No. 02-15

Tehachapi Public Financing Authority Unassigned Res. No. 01-15

- *2. ALL ORDINANCES SCHEDULED FOR INTRODUCTION OR ADOPTION AT THIS MEETING SHALL BE READ BY TITLE ONLY**
- *3. Minutes for the Tehachapi City Council, Tehachapi Redevelopment Successor Agency, Tehachapi Public Financing Authority, and the Tehachapi City Financing Corporation regular meeting on May 4, 2015 – APPROVE AND FILE**
- *4. Destruction of Records – ADOPT A RESOLUTION AUTHORIZING THE DESTRUCTION OF CERTAIN CITY RECORDS**
- *5. American Legion’s Memorial Day Parade special event to be held on May 25, 2015 – APPROVE THE AMERICAN LEGIONS SPECIAL EVENT APPLICATION AND ASSOCIATED STREET CLOSURES SUBJECT TO APPROVAL BY CITY ATTORNEY**

FINANCE DIRECTOR REPORTS

- *6. Disbursements, bills, and claims for April 30, 2015 through May 14, 2015 – AUTHORIZE PAYMENTS**
- *7. City of Tehachapi Treasurer’s Report through April, 2015 – RECEIVE REPORT**

COMMUNITY DEVELOPMENT DIRECTOR REPORTS

- 8. Active Transportation Program Grant Applications and Resolution – ADOPT A RESOLUTION AUTHORIZING THE FILING OF APPLICATIONS FOR ACTIVE TRANSPORTATION PROGRAM FUNDING AND STATING THE ASSURANCE TO COMPLETE THE SELECTED PROJECTS**

CITY ENGINEER REPORTS

- 9. Curry Street Median and Pinon Street Improvements Project bid award – AWARD THE CURRY STREET MEDIAN AND PINON STREET IMPROVEMENTS PROJECT TO STURGEON SERVICES INTERNATIONAL IN THE AMOUNT OF \$183,767.10 AND AUTHORIZE THE CITY MANAGER TO APPROVE ANY NECESSARY CHANGE ORDERS UP TO A MAXIMUM OF 5% OF THE ORIGINAL CONTRACT (OR \$9,188.36)**
- 10. Signal maintenance agreement with Caltrans District 9 to share the cost of the maintenance and operation of two traffic signals on State Route 202 that lie within City limits – APPROVE THE SIGNAL MAINTENANCE AGREEMENT BETWEEN THE CITY OF TEHACHAPI AND CALTRANS DISTRICT 9 AND AUTHORIZE THE MAYOR TO SIGN. FURTHER AUTHORIZE THE CITY MANAGER TO REVIEW AND APPROVE ANY CHANGES THAT, IN THE OPINION OF THE CITY MANAGER, DO NOT SUBSTANTIVELY CHANGE THE NATURE OF THE AGREEMENT SUBJECT TO REVIEW AND CONCURRENCE BY THE CITY ATTORNEY**

**TEHACHAPI CITY COUNCIL REGULAR MEETING,
TEHACHAPI REDEVELOPMENT SUCCESSOR AGENCY REGULAR MEETING,
TEHACHAPI PUBLIC FINANCING AUTHORITY REGULAR MEETING, AND
TEHACHAPI CITY FINANCING CORPORATION REGULAR MEETING**

Monday, May 18, 2015- 6:00 P.M. - PG. 3

CITY MANAGER REPORTS

11. An action to initiate the process and declare the City's intention to levy assessments within the Landscaping and Lighting District No. 1 – **ADOPT THREE (3) RESOLUTIONS: (1) INITIATING PROCEDURES FOR LEVY AND COLLECTION OF ASSESSMENTS FOR THE FISCAL YEAR 2014/2015; (2) PRELIMINARY APPROVAL OF THE ENGINEER'S REPORT; (3) DECLARING THE CITY'S INTENTION TO LEVY AND COLLECT ASSESSMENTS, WHICH SETS THE TIME AND PLACE OF THE PUBLIC HEARING FOR MONDAY, JUNE 1, 2015 AT 6:00 PM**

12. An action to initiate the process and declare the City's intention to levy assessments within the Drainage Benefit Assessment District No. 1 - **ADOPT THREE (3) RESOLUTIONS: (1) INITIATING PROCEDURES FOR LEVY AND COLLECTION OF ASSESSMENTS FOR THE FISCAL YEAR 2014/2015; (2) PRELIMINARY APPROVAL OF THE ENGINEER'S REPORT; (3) DECLARING THE CITY'S INTENTION TO LEVY AND COLLECT ASSESSMENTS, WHICH SETS THE TIME AND PLACE OF THE PUBLIC HEARING FOR MONDAY, JUNE 1, 2015 AT 6:00 PM**

13. An action to initiate the process and declare the City's intention to levy assessments within the Drainage Benefit Assessment District No. 2014-1 - **ADOPT THREE (3) RESOLUTIONS: (1) INITIATING PROCEDURES FOR LEVY AND COLLECTION OF ASSESSMENTS FOR THE FISCAL YEAR 2014/2015; (2) PRELIMINARY APPROVAL OF THE ENGINEER'S REPORT; (3) DECLARING THE CITY'S INTENTION TO LEVY AND COLLECT ASSESSMENTS, WHICH SETS THE TIME AND PLACE OF THE PUBLIC HEARING FOR MONDAY, JUNE 1, 2015 AT 6:00 PM**

On their own initiative, a Councilmember may ask a question for clarification, make a brief announcement, provide a reference to staff or other resources for factual information, take action to have staff place a matter of business on a future agenda, request staff to report back at a subsequent meeting concerning any matter, or make a brief report on his or her own activities. (Per Gov't. Code §54954.2(a))

CLOSED SESSION

1. Approval of closed session minutes for May 4, 2015.

2. Conference with real property negotiator (City Manager) regarding first right of refusal of Airport property described as Hangar 33W, per Government Code Section 54956.8

3. Conference with legal counsel re: claim filed by Southern Cal Edison per Government Code Section 54956.9(d)(2).

ADJOURNMENT

MINUTES

**TEHACHAPI CITY COUNCIL REGULAR MEETING,
 TEHACHAPI REDEVELOPMENT SUCCESSOR AGENCY REGULAR MEETING,
 TEHACHAPI PUBLIC FINANCING AUTHORITY REGULAR MEETING, AND
 TEHACHAPI CITY FINANCING CORPORATION REGULAR MEETING
 Monday, May 4, 2015 – 6:00 P.M.**

NOTE: Sm, Gr, Wi, Ni and Wa are abbreviations for Council Members Smith, Grimes, Wiggins, Nixon and Wahlstrom, respectively. For example, Gr/Sm denotes Council Member Grimes made the motion and Council Member Smith seconded it. The abbreviation Ab means absent, Abd abstained, Ns noes, and NAT no action taken.

ACTION TAKEN

<p><u>CALL TO ORDER</u></p> <p>Meeting called to order by Mayor Wiggins at 6:00 p.m.</p> <p><u>ROLL CALL</u></p> <p>Roll call by City Clerk Tori Marsh</p> <p>Present: Mayor Wiggins, Mayor Pro-Tem Nixon and Councilmember Grimes</p> <p>Absent: Councilmembers Smith and Wahlstrom</p> <p><u>INVOCATION</u></p> <p>By Burt Roper, Pastor Tehachapi United Methodist</p> <p><u>PLEDGE TO THE FLAG</u></p> <p>Led by Kim Nixon</p> <p>Councilmember Smith arrived 6:07pm</p> <p><u>CONSENT AGENDA</u></p> <p>Approved consent agenda</p> <p><u>AUDIENCE ORAL COMMUNICATIONS</u></p> <ol style="list-style-type: none"> 1. General public comments regarding matters not listed as an agenda item were received from: <ol style="list-style-type: none"> a. Resident spoke regarding her grandmothers property 	<p style="text-align: center;">Approved Consent Agenda Ni/Gr Ayes All</p>
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ACTION TAKEN

2. Mayor presented a Certificate of Recognition to World Wind Services for being awarded the 2015 Outstanding Business Award from America’s Small Business Development Center Regional Network
3. Mayor presented a Proclamation supporting Kern Citizens for Energy
4. Presentation made by the High Speed Rail Authority on the upcoming High Speed Rail Project

CITY CLERK REPORTS

- *5. **ALL ORDINANCES SCHEDULED FOR INTRODUCTION OR ADOPTION AT THIS MEETING SHALL BE READ BY TITLE ONLY.**
- *6. Minutes for the Tehachapi City Council, Tehachapi Redevelopment Successor Agency, Tehachapi Public Financing Authority, and the Tehachapi City Financing Corporation regular meeting on April 20, 2015 - **APPROVED AND FILED.**

All Ord. Read By Title Only

Approved & Filed
 Ni/Gr Ayes All

FINANCE DIRECTOR REPORTS

- *7. Disbursements, bills and claims for April 21, 2015 through April 29, 2015 – **AUTHORIZED PAYMENTS**

Authorized Payments
 Ni/Gr Ayes All

AIRPORT MANAGER REPORTS

- *8. Non-commercial hangar ground lease agreement – **APPROVED THE NON-COMMERCIAL HANGAR GROUND LEASE AGREEMENT BETWEEN THE CITY OF TEHACHAPI AND MICHAEL LERNER FOR HANGAR 16E AND AUTHORIZED THE MAYOR TO SIGN**

Approved The Non-Commercial Hangar Ground Lease Agreement Between The City Of Tehachapi And Michael Lerner For Hangar 16E And Authorized The Mayor To Sign
 Ni/Gr Ayes All

CITY ENGINEER REPORTS

9. Certificate of Acceptance for Irrevocable offers of dedication for ingress, egress, and road purposes located in capital hills adjacent to the proposed hospital project and agreement allowing the deferred completion of roadway improvements – **CITY ENGINEER JAY SCHLOSSER GAVE STAFF REPORT; ACCEPTED THE IRREVOCABLE OFFERS OF DEDICATION FOR THE EXTENSION OF MAGELLAN DRIVE AND FOR THE EXTENSION OF CHALLENGER DRIVE, AUTHORIZED THE MAYOR TO SIGN A CERTIFICATE OF ACCEPTANCE FOR EACH, AND REQUESTED STAFF TO RECORD SAME; APPROVED AND AUTHORIZED THE MAYOR TO SIGN AN AGREEMENT WITH THE TEHACHAPI VALLEY HEALTHCARE DISTRICT ALLOWING THE DEFERRED COMPLETION OF ROADWAY IMPROVEMENTS ITEMIZED IN EXHIBIT A OF THE SUBJECT AGREEMENT. RECORDATION OF DOCUMENTS ARE CONTINGENT UPON A COMPLETED ENCROACHMENT PERMIT**

Accepted The Irrevocable Offers Of Dedication For The Extension Of Magellan Drive And For The Extension Of Challenger Drive, Authorized The Mayor To Sign A Certificate Of Acceptance For Each, And Requested Staff To Record Same; Approved And Authorized The Mayor To Sign An Agreement With The Tehachapi Valley Healthcare District Allowing The Deferred Completion Of Roadway Improvements Itemized In Exhibit A Of The Subject Agreement. Recordation Of Documents Are Contingent Upon A Completed Encroachment Permit
 Sm/Gr Ayes All

ACTION TAKEN

10. Agreement for Community Development Activity – Tehachapi Freedom Plaza parking improvements CD#20.13.1 – **CITY ENGINEER JAY SCHLOSSER GAVE STAFF REPORT; APPROVED THE AGREEMENT BETWEEN THE CITY OF TEHACHAPI AND THE COUNTY OF KERN FOR COMMUNITY DEVELOPMENT ACTIVITY FOR THE TEHACHAPI FREEDOM PLAZA PARKING IMPROVEMENTS PROJECT CD#20.13.1 AND AUTHORIZED THE MAYOR TO SIGN**

Approved The Agreement Between The City Of Tehachapi And The County Of Kern For Community Development Activities For The Tehachapi Freedom Plaza Parking Improvements Project Cd#20.13.1 And Authorized The Mayor To Sign
Nl/Sm Ayes All

POLICE CHIEF REPORTS

11. Coplogic Deskofficer Online Reporting System (DORS) Agreement – **POLICE CHIEF KENT KROEGER GAVE STAFF REPORT; APPROVED THE AGREEMENT BETWEEN THE CITY OF TEHACHAPI AND COPLOGIC AND AUTHORIZED THE MAYOR TO SIGN SUBJECT TO CITY ATTORNEY APPROVAL**

Approved The Agreement Between The City Of Tehachapi And Coplogic And Authorized The Mayor To Sign Subject To City Attorney Approval
Gr/Sm Ayes All

CITY MANAGER REPORTS

12. Report to Council regarding current activities and programs – **VERBAL REPORT.**

COUNCIL MEMBER ANNOUNCEMENTS OR REPORTS

1. Mayor Wiggins addressed Facebook posts and validity.

CLOSED SESSION

1. Conference with legal counsel regarding potential litigation per Government Code Section 54956.9(d) 2,(e)(1).

ADJOURNMENT

The City Council/Boards adjourned at pm to a Tehachapi City Council, Tehachapi Redevelopment Successor Agency, Tehachapi Public Financing Authority and Tehachapi City Financing Corporation Regular Meeting to be held on Monday, May 18, 2015, at 6:00p.m.

Tori Marsh
City Clerk, City of Tehachapi

Approved this 18th day
Of May, 2015.

SUSAN WIGGINS
Mayor, City of Tehachapi



APPROVED
DEPARTMENT HEAD: <i>[Signature]</i>
CITY MANAGER: <i>[Signature]</i>

COUNCIL REPORTS

MEETING DATE: MAY 18, 2015

AGENDA SECTION: CITY CLERK

TO: HONORABLE MAYOR WIGGINS AND COUNCIL MEMBERS

FROM: ASHLEY WHITMORE, DEPUTY CITY CLERK

DATE: MAY 11, 2015

SUBJECT: DESTRUCTION OF RECORDS

BACKGROUND

On June 5, 2000, the City Council adopted Resolution No. 23-00, adopting the local government records retention guidelines created by the City Clerk's Association of California, and endorsed by the Secretary of State. This records retention schedule consists of a list of all records produced or maintained by an agency and the length of time such records must be retained to fulfill administrative, fiscal and/or legal function.

Staff has determined that according to our records retention schedule it is appropriate to properly dispose of certain city records. The proposed resolution authorizes the destruction of these records that have fulfilled their administrative, fiscal, or, legal function. The records have been reviewed by both the City Clerk and the City Attorney and it has been determined that they are no longer required for any purpose.

RECOMMENDATION

Adopt a resolution to authorize the destruction of certain city records subject to approval by the City Clerk and City Attorney.

RESOLUTION NO.

**A RESOLUTION OF THE CITY COUNCIL OF THE CITY
OF TEHACHAPI AUTHORIZING THE DESTRUCTION
OF CERTAIN CITY RECORDS**

WHEREAS, the City has certain old and unnecessary records concerning various matters of City business now in the possession of the City Clerk of the City of Tehachapi as described in Exhibit "A" attached hereto; and

WHEREAS, it is in the best interests of the City to destroy those records in order to utilize the space required for their storage.

NOW, THEREFORE, BE IT RESOLVED BY THE CITY COUNCIL OF THE CITY OF TEHACHAPI that the City Clerk or her representative are hereby authorized and directed to destroy the records described in Exhibit "A" attached hereto and incorporated herein by this reference.

PASSED, APPROVED AND ADOPTED by the City Council of the City of Tehachapi at a regular meeting this 18th day of May 2015.

AYES: _____

NOES: _____

ABSTAIN: _____

ABSENT: _____

SUSAN WIGGINS, Mayor
of the City of Tehachapi, California

ATTEST:

TORI MARSH
City Clerk of the City of Tehachapi, California

I hereby certify that the foregoing resolution was duly and regularly adopted by the City Council of the City of Tehachapi at a regular meeting thereof held on May 18, 2015.

TORI MARSH
City Clerk of the City of Tehachapi, California



Certificate of Records Destruction

This certificate documents the destruction of the records specified below under the authority of an approved Records Retention and Disposal Schedule.

Contact Name: Tori Marsh **Title:** City Clerk

<u>Content Description</u>	<u>Retention</u>	<u>Code</u>
Box 1		
General Access Forms for Security Badges 2009-2010	CU+2	CFR139.327
Tenant Information Forms 2009-2010	CU+2	CFR139.327
Airport Master Plan 1987	S+2	GC34090
409 Bryan Court Appraisal 1997 (Pilot's Lounge)	CL+2	GC34090; GC6254(h)
409 Bryan Court Appraisal 1985 (Pilot's Lounge)	CL+2	GC34090; GC6254(h)
409 Bryan Court Review Appraisal 1997	CL+2	GC34090; GC6254(h)
409 Bryan Court Review Proposed Acquisition	CL+2	GC6254(h)
Tehachapi-Cummings Watermaster 1998	CU+2	GC34090
Crystal Eagle Award 2009 Application	CU+2	GC34090
Public Notices 2010	CU+4	CCP 343, 349 et seq
National Main Street Center Services Consulting Agreement 1998	T+5	CCp337.2 343
Quad Knopf Agreements 1999-2005	T+5	CCp337.2 343
Firefighters Training Schedules 1999-2005	CU+2	GC34090
<u>Personnel Files:</u>		
Douglas Randall 2007	T+5	29 CFR 1627.3; CCR Sec 1174; 29 CFR 1602.30.32
David Dimmett 2007	T+5	29 CFR 1627.3; CCR Sec 1174; 29 CFR 1602.30.32
Ryan Backes 2007	T+5	29 CFR 1627.3; CCR Sec 1174; 29 CFR 1602.30.32
Daniel Barboa 2007	T+5	29 CFR 1627.3; CCR Sec 1174; 29 CFR 1602.30.32
Jeffery Mc Laughlin 2007	T+5	29 CFR 1627.3; CCR Sec 1174; 29 CFR 1602.30.32
Gregory Perpich 2007	T+5	29 CFR 1627.3; CCR Sec 1174; 29 CFR 1602.30.32

Box 2

Finance Correspondence/Memos 1999-2012	CU+2	GC34090d
Deposits/Receipts 2008	AU+4	GC34090 CCP337
Invoices 2006 & 2008	AU+2	GC34090
RFPs unsuccessful 2005, 2010, 2011	CU+2	GC34090 CCP337 OMB 1220-0029
Risk Management Reports 2006	CL+5	29CFR1904.4 GC34090
Reports Fringe Benefits 2008, Police Needs 2011	CU+2	GC34090 GC34090
Working Files 2004 Water & Sewer Bond	CL+10	CCP337.5
Tax Assessments for Watershed Project 1976	AU+3	CCP338 GC34090
Bx Tax Allocation Summaries 1981-1989	AU+4	29USC436

Box 3

Finance Correspondence/Memos 1997-2008	CU+2	GC34090d GC34090
Finance Working Files PD 2000-2008, sewer plant 2008, Morgan-Stanley investments 2009, FNG partners 1996-1999	CU+2	CCP337.5
Council agenda reports 2009	CU+2	GC34090d
Deposit receipts 2006-2007	AU+4	GC34090 CCP337
Bank Statement 2003	AU+5	GC34090 26CFR16001-1
RFPs unsuccessful 2002, 2004, 2006	CU+2	GC34090 CCP337
RFPs successful 2002, 2004, 2005	AU+5	GC34090 CCP337
Invoices 2000-2010	AU+2	GC34090
Grant application form federal 2004	CL+5	GC34090 GC12946 GC6250 29CFR
Resumes Financial Analyst 2005-2006	CL+3	1602, 1607, 1627.3
Financing documents fixed assets pd off 2004-2007	AU+4	GC34090
2 Chevy 4WD P/U truck pd off 2005	AU+4	GC34090
Front Loader pd off 2004	AU+4	GC34090
Backhoe pd off 2007	AU+4	GC34090
Fire Command Vehicle/Grader pd off 2006	AU+4	GC34090
3 3/4 Ton P/U trucks pd off 2006	AU+4	GC34090
Dump Truck/2 P/U trucks pd off 2004	AU+4	GC34090
Street Sweeper/Tractor pd off 2006	AU+4	GC34090
City Vehicle/2 copiers pd off 2006	AU+4	GC34090
Folding Machine pd off 2002	AU+\$	GC34090
Contract CPS terminated 2006	T+5	GC34090
Mail receipt 2004	CU+2	GC34090
Budget Working Docs 2000-2003	CU+2	GC34090

Box 4

Budget Working Docs 2002-2006	CU+2	GC34090
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Box 5

Budget Working Docs 2006-2008	CU+2	GC34090
Audit Working Docs 1999-2003	CU+2	GC34090
Finance Correspondence/Memos 1997-2007	CU+2	GC34090d
State Grants Recycling closed 2006, Used Oil closed 2005	CL+5	GC34090
Sales Tax Analysis CDs & Summaries HdL 2006-2009	AU+4	GC34090

		29CFR516.62 29CFR1602.14
TDA Grants closed/completed 2003-2006	CL+5	GC34090
Box 6		
Payroll Timesheets 1/07-6/08 FY 2006-2008	AU+6	GC34090
Box 7		
Adjusting Journal Entries 7/95-11/97	AU+2	GC34090
Box 8		
Adjusting Journal Entries 12/97-3/00	AU+2	GC34090
Box 9		
Adjusting Journal Entries 4/00-5/02	AU+2	GC34090
Box 10		
Adjusting Journal Entries 6/02-6/04	AU+2	GC34090
Box 11		
Adjusting Journal Entries 7/04-12/06	AU+2	GC34090
Box 12		
Adjusting Journal Entries 1/07-12/08	AU+2	GC34090
Box 13		
Adjusting Journal Entries 1/09-12/10	AU+2	GC34090
Box 14		
Finance Capital Improvement Plan working docs 1998-2006	CU+2	GC34090
Budget working docs 2000, 1989-92, 1984-85	CU+2	GC34090
Wind Turbines working docs 2005-2012	CU+2	GC34090
Kern County Dept of Transportation Dennison/58 interchange working docs 2002	CU+2	GC34090
City Hall & Pinon well emergency generators working docs 2000-2001	CU+2	GC34090
FAA Grants security gate completed 2003, awos completed 2006, runway repair completed 2006	CL+5	GC34090
		GC34090 24CFR570.502
CDBG street improvements working copies terminated 2005, RSTP grants completed 2005,2007	T+4	24CFR85.42
Correspondence 2003-2006	CL+5	GC34090
Adjusting Journal Entries 1990/91	CU+2	GC34090d
Cash Receipts 4/2005-6/2006	AU+2	GC34090
	AU+4	GC34090 CCP337
		CCP343 349 GC911.2
Proof of Publication/Public Notices 1987-2004	CU+4	GC34090
Adjusting Journal Entries 1987	AU+2	GC34090
Box 15		
Personnel Files:		
Jeanette Kelley 2006	T+5	29 CFR 1627.3; CCR Sec 1174;29 CFR 1602.30.32
Lisa Sottile 2006	T+5	29 CFR 1627.3; CCR Sec 1174;29 CFR 1602.30.32
Timothy Myerson 2005	T+5	29 CFR 1627.3; CCR Sec 1174;29 CFR 1602.30.32
Carl Gehricke 2007	T+5	29 CFR 1627.3; CCR Sec

Carl Gehricke 2007	T+5	29 CFR 1627.3; CCR Sec 1174;29 CFR 1602.30.32
Chance Dominguez 2006	T+5	29 CFR 1627.3; CCR Sec 1174;29 CFR 1602.30.32
Christopher Cervantes 2006	T+5	29 CFR 1627.3; CCR Sec 1174;29 CFR 1602.30.32
Joshua Christy 2007	T+5	29 CFR 1627.3; CCR Sec 1174;29 CFR 1602.30.32
Sylvia Chavez 2005	T+5	29 CFR 1627.3; CCR Sec 1174;29 CFR 1602.30.32
Timothy McLaughlin 2007	T+5	29 CFR 1627.3; CCR Sec 1174;29 CFR 1602.30.32
Matt Schneider 2007	T+5	29 CFR 1627.3; CCR Sec 1174;29 CFR 1602.30.32
Matt Smith 2007	T+5	29 CFR 1627.3; CCR Sec 1174;29 CFR 1602.30.32
Bryan Beaulieu 2007	T+5	29 CFR 1627.3; CCR Sec 1174;29 CFR 1602.30.32
Daniel Barboa 2007	T+5	29 CFR 1627.3; CCR Sec 1174;29 CFR 1602.30.32
Rebecca Rice 2007	T+5	29 CFR 1627.3; CCR Sec 1174;29 CFR 1602.30.32
Deborah Sparks 2007	T+5	29 CFR 1627.3; CCR Sec 1174;29 CFR 1602.30.32
Ann Marie Hurtado 2007	T+5	29 CFR 1627.3; CCR Sec 1174;29 CFR 1602.30.32
Bernadette Nehorai 2007	T+5	29 CFR 1627.3; CCR Sec 1174;29 CFR 1602.30.32
Benz Correspondence prior to 2007	CU+2	GC34090d

I hereby certify that I witnessed the destruction of the above noted records.

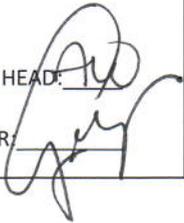
Signature:

Date:

I hereby certify that the above noted records were properly destroyed on site and that the shredded material will then be recycled.

Benz Sanitation:

Date:

APPROVED	
DEPARTMENT HEAD:	
CITY MANAGER:	

COUNCIL REPORTS

MEETING DATE: MAY 18, 2015 AGENDA SECTION: CITY CLERK

TO: HONORABLE MAYOR SMITH AND COUNCIL MEMBERS

FROM: ASHLEY WHITMORE, DEPUTY CITY CLERK

DATE: MAY 12, 2015

SUBJECT: SPECIAL EVENT APPLICATION – MEMORIAL DAY PARADE

APPLICANT AND ORGANIZATION

Norm Clendenin, American Legion & Veterans of Foreign War

EVENT DESCRIPTION

The Memorial Day Parade will be held on May 25, 2015 at 9:00 am. The parade route will begin at the Moose Lodge, going east on F Street., turn south on Robinson Street and east on E Street to Philip Marx Central park. This event is open to the public.

APPLICANT REQUESTS

- Closure of F Street from Curry Street to Robinson Street.
- Closure of Robinson Street from F Street to E Street.
- Closure of E Street from Robinson Street to Mojave Street.

STAFF CONDITIONS

Administration:

1. All City facilities must be properly cleaned immediately following the close of the event.
2. Event applicant must make contact with all affected businesses at least 1 week prior to the event regarding the street closures.

RECOMMENDATION

APPROVE THE MEMORIAL DAY PARADE SPECIAL EVENT APPLICATION AND ASSOCIATED STREET CLOSURES SUBJECT TO CITY ATTORNEY APPROVAL

(661) 822-2200
Fax: (661) 822-8559



RECEIVED

APR 16 2015

115 South Robinson Street
Tehachapi, CA 93561-1722
www.tehachapicityhall.com

CITY OF TEHACHAPI

SPECIAL USE/EVENT APPLICATION

Organization THE AMERICAN LEGION AND VETERANS OF FOREIGN WAR

Event Contact NORM CLENDENIN

Phone Number

822-1014

Address 21508 Country Club Dr

City Tehachapi

State CA

Zip Code 93561

E-mail Address 1ncc@bak.rr.com

Event Name Memorial Day Parade

Event Location Philip Marx Park

Event Date(s) May 25, 2015

Event Time(s)

9:00 AM till 3:00 PM

Describe Event: (Street Closures, Activities, Participation, Etc.)

*parade starts @
9am*

The Parade will occur from Curry on "F" St., South on Robinson then East on "E" Street to Philip Marx Park.

Is the event open to the Public? Yes No

Is event for money raising purposes? Yes No

If Yes, what will the proceeds be used for? _____

Will alcoholic beverages be served? Yes No

Will alcoholic beverages be sold? Yes No

If Yes, what is A.B.C. Permit No? _____

*mailed
11/10/15*

Event Name Memorial Day

Event Date(s) May 25, 2015

Please Describe How The Following Will Be Accomplished:

Street Barricades Curry & "F" St, "F" St & Robinson, Robinson & "E" St

Traffic Control Curry & "F" St, "F" St & Robinson, Robinson & "E" St

Crowd Control _____

Utility Services: Water, Sewer, Electric _____

Lights _____

Dust Control _____

Site Clean-up & Maintenance Individuals from our Veteran Organizations

Security _____

Site Facilities _____

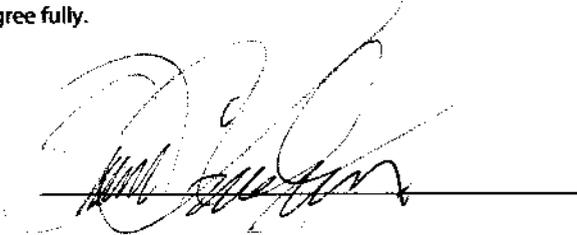
Health Dept. _____

I understand that if I am utilizing a city-owned facility I am responsible to clean the above requested facility, by removing all rubbish, debris, etc., and restore the grounds/facility back to a clean and orderly condition. I further understand I may be required to pay a deposit, at the cities discretion, for clean-up of the grounds/facility, and upon inspection of the grounds/facility, the deposit, may be fully or partially refunded, depending upon the condition the facility is left in by the user.

I also understand that this application is not a guarantee of event approval.

I, the undersigned, have read the above statements, general regulations and insurance requirements attached to this contract, and understand them and agree fully.

Applicant Signature



Date April 16, 2015

Office Use Only

Insurance Certificate

List Of Vendors

Meeting

Deposit

Plot Plan

Date

Time

CM PW A HD

CPM CD P BL

LC BI F C

Notes _____

GENERAL REGULATIONS

Facility use agreements are issued in accordance with the policies outlined below as established by the City of Tehachapi. All reservation forms must be signed and returned, along with fees and deposits, before consideration of use approval. SUBMISSION OF RESERVATION REQUEST DOES NOT CONSTITUTE APPROVAL.

1. Any authorization and usage is understood to be at the City's discretion. The City will not be responsible for special condition, accommodations or other improvements for any granted request for use. Any special needs are the responsibility of the user with prior approval of the Public Works Director.
2. Groups or persons using a facility are responsible to pay for any damage to property or loss of property.
3. The City of Tehachapi is not liable for accidental injury to persons or loss or damage of group or individual property. The City requires proof of insurance coverage.
4. When, in the opinion of the City, activity conditions warrant the presence of one or more security personnel, the cost of such service shall be borne by the group or organization sponsoring the activity.
5. Permission to use City of Tehachapi facilities is granted subject to observance of regulations, and permits may be revoked for violation of regulations.
6. Permits may not be transferred, assigned or sublet.
7. Users of the facilities shall observe, obey and comply with all applicable City, County, State and Federal Laws, rules and regulations.

FOOD AND ALCOHOL REGULATIONS

1. The use of alcoholic beverages is by written permit only and must be requested at the time the facility use application is made. The City reserves the right to place restrictions on the use of alcoholic beverages in accordance with State Law.
2. The alcoholic beverage permittee will remove all beverages from the premises immediately following the approved function.
3. Food and refreshments, including alcoholic beverages, may be permitted in certain designated areas as determined by the City, or the designated representative.
4. Any function that is to be catered will be catered by an approved licensed caterer. All caterer's names and addresses will be provided upon request.
5. Any function where alcoholic beverages will be permitted shall require an additional (\$50.00) deposit.

ANY EXCEPTION TO THE ABOVE POLICIES WILL BE REFERRED TO THE CITY MANAGER.

FEE AND DEPOSIT SCHEDULE

The following guidelines and rules will govern the costs and procedures for City approvals.

1. Any part of an hour will be considered a full hour in determining City costs.
2. All fees must be paid to the City of Tehachapi located at 115 South Robinson Street.
3. All refunds will be mailed as soon as possible following conclusion of the activity.
4. No arrangements can be made for a time extension with personnel on duty the day of the activity.

SECURITY PERSONNEL

If, in the opinion of the City Manager or a designated representative an activity condition warrants the presence of one or more security personnel, the cost of such service shall be borne by the group or person sponsoring the activity. Proof of obtaining the required security personnel must be in the City Hall no later than ten (10) working days prior to the activity. Proof should be in the form of a receipt and/or contract from a bonded security agency. If proof is not in the City Hall by the required date, use of the facility may be denied.

IF AFTER PROOF OF SECURITY HAS BEEN SUBMITTED TO CITY, SAID SECURITY IS NOT PRESENT ON DATE OF ACTIVITY, THE CITY EMPLOYEE IN CHARGE MAY REQUEST THE GROUP TO DISCONTINUE ACTIVITY AND ASK THE GROUP TO LEAVE THE AREA.

LIABILITY INSURANCE REQUIREMENTS

Insurance requirements for persons or organizations wishing to use City facilities should be as follows:

The party requesting to use the facility ("applicant") shall secure and keep in force during the entire term of applicant's use of the facility and covering all of applicant's activities with respect to the facility a comprehensive general liability insurance policy with bodily injury, property damage, and contractual coverage of not less than \$1 million per occurrence and including a comprehensive coverage form, and coverages for premises/operation, operations hazard, complete operations, and products liability, and containing special endorsements providing substantially the following:

(1) That the City of Tehachapi, its agents, officers, employees and governing body and each member thereof are declared to be an additional named insured under the terms of the policy with reference to the activity described in the policy, whether such additional insured be actively or passively negligent or liable by operation of law;

(2) Contractual liability coverage underwriting the obligations of applicant to hold harmless, indemnify and defend each of the insureds provided herein;

(3) "Cross liability" or "Severability of Interest" coverage for all named insureds;

(4) That such insurance is primary, and that any other insurance maintained by the additional named insureds is excess and not contributing insurance with respect to the subject insurance policy;

(5) That the insurer waives all rights of subrogation against the additional named insureds;

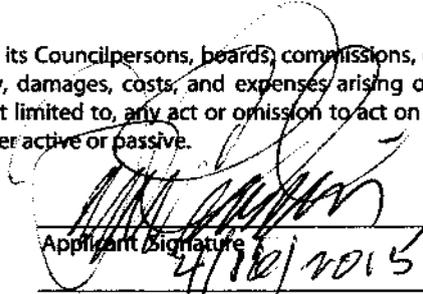
(6) That the coverage afforded by such policy to the additional named insureds shall not be prejudiced in any way by any failure of the principal insured to comply with any notice requirements of such policy; and

(7) That such policy may not be canceled, coverage reduced or terms altered in any manner detrimental to the coverage except after delivery to the City of written notice not less than 15 days prior to the effective date of such cancellation, reduction or alteration. No such cancellation provisions in any such insurance policy shall be construed in derogation of the continuous duty of applicant to furnish insurance during the term of applicant's use of the facility. The lapse for any reason of insurance as required herein shall constitute breach of this requirement.

The facility shall not be used until applicant has provided City with a duly certificated certificate of insurance issued by an insurance company approved by City and evidencing that the policy has been issued, is effective, and complies with the foregoing requirements. Applicant must also provide City with a facsimile of the insurance policy and no use of the facility can be made until City has approved the policy.

INDEMNIFICATION

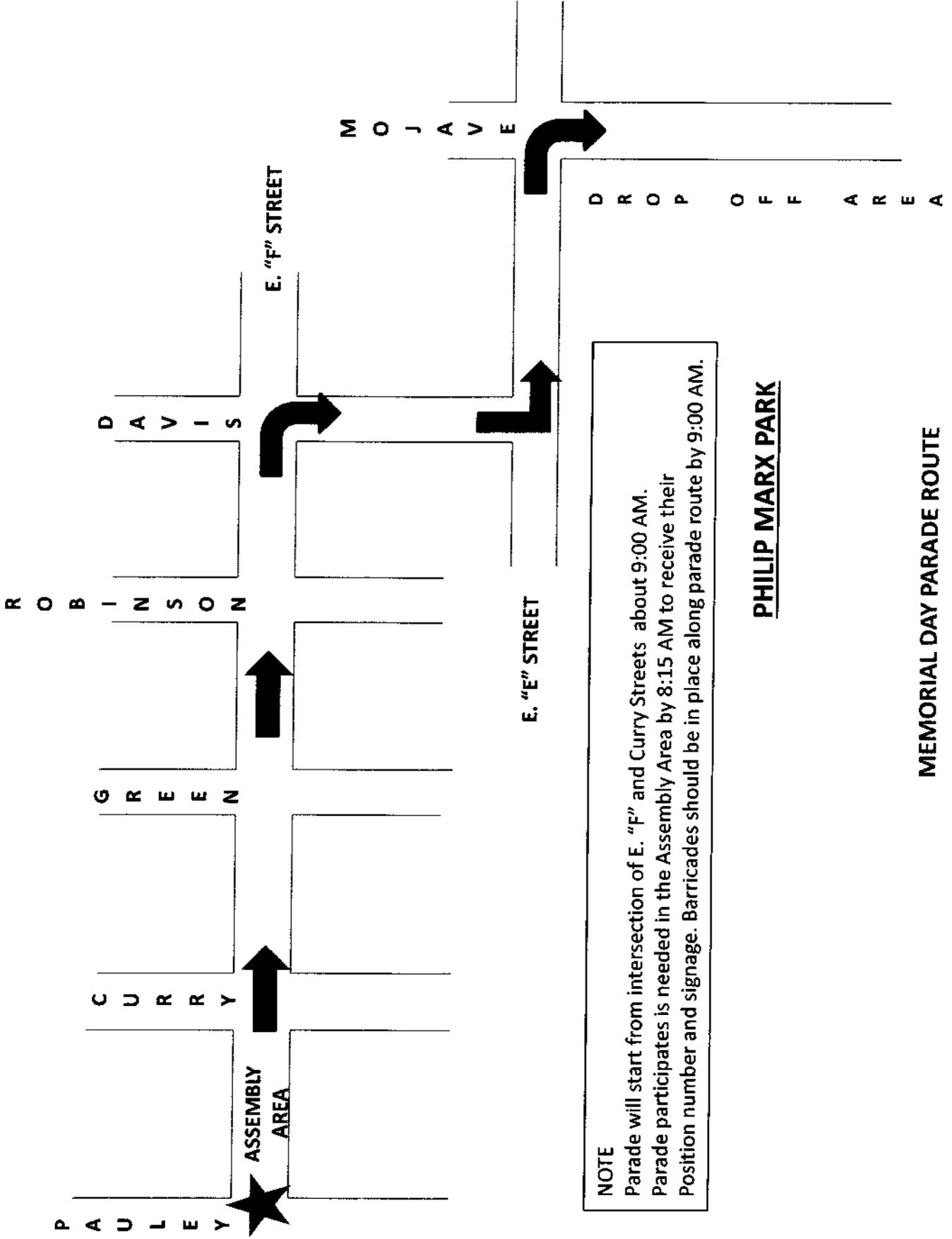
Applicant hereby agrees to indemnify, defend, and hold harmless the City, its Councilpersons, boards, commissions, officers, employees and agents from any and all claims, demands, suits, judgements, liability, damages, costs, and expenses arising out of or related to applicant's use or occupation of City's streets or facilities, including but not limited to, any act or omission to act on the part of City, its Councilpersons, boards, commissions, officers, employees, or agents, whether active or passive.



Applicant Signature

Date
4/10/2015

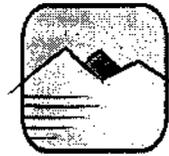




Accounts Payable

Checks by Date - Detail By Vendor Number

User: HThomas
 Printed: 5/14/2015 - 9:14 AM



CITY OF
TEHACHAPI
 CALIFORNIA

Vendor	Invoice No	Line Description	Check Amount
0015	211 Praxair Distribution Inc.		
Check No:	0	Check Date:	
	52404752	PW/Industrial Acetylene/Ind high pres>100cf	138.89
		Check Total:	138.89
		Vendor Total:	138.89
0027	Atco International		
Check No:	0	Check Date:	
	I0431205	Strts/Buckaroo	2,547.75
	I0431205 UT	Use Tax	-177.75
		Check Total:	2,370.00
		Vendor Total:	2,370.00
0030	The Bakersfield Californian		
Check No:	0	Check Date:	
	13765143	GG/1/2 -KBJ 1/2 H 6x6.125 Ad	292.50
	13826670	CH Anx/Notice Inviting Seal Ad	305.85
	13834554	PD/Police Officers full 2x28L Ad	837.50
		Check Total:	1,435.85
		Vendor Total:	1,435.85
0035	BC Laboratories Inc.		
Check No:	0	Check Date:	
	B201067-1	Wtr/Samples/Minton Well & Highline Resv	50.00
	B201067-2	Wtr/Samples/East I St/West D St/Canyon Dr We	36.00
	B201422	Swr/Samples/Influent & Effluent	325.00
	B201513	Wtr/Samples/Dennison & Mojave Wells	30.00
	B201656-1	Wtr/Samples/Curry Well & Curry Resv 1 & 2	75.00
	B201656-2	Wtr/Samples/Fig/Hickory	36.00
	B202037	Wtr/Samples/Curry Resv	15.00
	B202038	Wtr/Samples/Dennison & Mojave Wells	30.00
		Check Total:	597.00
		Vendor Total:	597.00
0041	Benz Propane Company Inc.		
Check No:	0	Check Date:	
	238329261	PW/Acct#1228101/800 Enterprise April 2015	78.28
	238329262-1	Wtr/Acct#1228102/750 Enterprise April 2015	114.40
	238329262-2	Wtr/Acct#1228102/750 Enterprise April 2015	12.71
		Check Total:	205.39
		Vendor Total:	205.39

Vendor	Invoice No	Line Description	Check Amount
0061	BSK Associates		
Check No:	0	Check Date:	
	0073105	Mill St & Capital Hills Pky/pavement/Prof Svc 3	2,250.00
	0073106	Strts/Tehachapi Blvd Rehab Ph 3/Prof Svc 3/1/1:	1,632.00
	A509249	Swr/Chloride/Nitrate/Sodium/Phosphorus/Sulfat	150.00
	A509304	Swr/#4-Chromium/#4-CAM metals/#4 Nitrogen	1,508.00
		Check Total:	5,540.00
		Vendor Total:	5,540.00
0182	P&J Electric Inc.		
Check No:	0	Check Date:	
	4947	Wtr/Trouble shoot PLC issues at Wahlstrom-Mir	954.72
	4948	Wtr/Svc call-Curry Well/starter cabinet pressure	250.00
	G14011-E-2	CH Anx/Electrical/Progress Pay Est #2	11,386.66
		Check Total:	12,591.38
		Vendor Total:	12,591.38
0263	Lebeau Thelen LLP		
Check No:	0	Check Date:	
	31	GG/Broome Family Trust v City of Tehachapi A)	756.00
	47	GG/Walmart CEQA Litigation April 2015	9,520.40
		Check Total:	10,276.40
		Vendor Total:	10,276.40
0300	Mission Linen & Uniform Service		
Check No:	0	Check Date:	
	500022817	PW/#2-3x4 mats/Linen Maintenance	104.52
	500022818	Swr/#1-dist mop/#2-3x4 mats/#3-3x10 mats	44.46
	500063770	Swr/#1-dust mop/#2-3x4 mats/#3-3x10 mats	44.46
		Check Total:	193.44
		Vendor Total:	193.44
0304	Mojave Sanitation		
Check No:	0	Check Date:	
	2517183	Swr/Acct#965528800/800 Enterprise/3yd bin/ga	132.23
	2519955	Strts/Acct#975570700/Valley Blvd/rolloff svc/fe	2,414.91
	2519995	Constr/Acct#310163000/Gate fee/Trailer April 2	64.99
	2520022	Swr/Acct#975428801/800 Enterprise/storage coi	85.00
		Check Total:	2,697.13
		Vendor Total:	2,697.13
0362	RSI Petroleum Products		
Check No:	0	Check Date:	
	0282444	PW/unleaded gas & diesel fuel	1,142.93
	0282642	PW/unleaded gas	607.54
	0282839	PW/unleaded gas & diesel fuel	1,143.91
		Check Total:	2,894.38
		Vendor Total:	2,894.38
0373	Thomas F. Schroeter Attorney @ Law		
Check No:	0	Check Date:	

Vendor	Invoice No	Line Description	Check Amount
	05112015	GG/Reimburse 33%-City Attorney's Spring Con:	275.31
		Check Total:	275.31
		Vendor Total:	275.31
0424	Greater Tehachapi Chamber of Comm:		
Check No:	0	Check Date:	
	8347	GG/April monthly Chamber Lunch 1@15	15.00
		Check Total:	15.00
		Vendor Total:	15.00
0426	Tehachapi-Cummings County Water I		
Check No:	0	Check Date:	
	124710	LLD/Usage/service chg/Median April 2015	25.40
	12666900	Wtr/Usage/service chg/Benz Sanitation April 20	79.92
	29438400 050515	Wtr/Usage/service chg/Landscaping April 2015	835.09
	3028600 050515	Wtr/service chg/Henway April 2015	4.50
	45720800	Wtr/Usage/service chg/Chemtool April 2015	298.06
	46834900	LLD/Usage/service chg/Warrior Park April 2015	1,174.37
	925675	Wtr/Usage/service chg/TUSD April 2015	4,803.44
		Check Total:	7,220.78
		Vendor Total:	7,220.78
0431	Tehachapi News		
Check No:	0	Check Date:	
	13797421-0311	PD/Police Recruitment 2x5 Ad	104.88
	13797421-0318	PD/Police Recruitment 2x5 Ad	104.88
	13804985	GG/Ordinance #15-03-722 1x8.911 Ad	95.00
	13807976-0325	GG/City Clerk 2x4 Ad	92.00
	13807976-0401	GG/City Clerk 2x4 Ad	92.00
	13809699-0325	PW/Part Time Laborer 2x5 Ad	104.88
	13809699-0401	PW/Part Time Laborer 2x5 Ad	104.88
	13818792	GG/Ordinance #15-04-723 1x16.57 Ad	181.25
	13820699	GG/ATP Postcard 3x6.125 Ad	204.24
	13827205	GG/Green Tehachapi 3x6.125 Ad	204.24
	13833480-0415	Curry St Median 1x22.91 Ad	252.50
	13833480-0422	Curry St Median 1x22.91 Ad	252.50
	13833559-0415	PD/Police Recruitment 2x5 Ad	104.88
	13833559-0422	PD/Police Recruitment 2x5 Ad	104.88
	13845799	GG/Ordinance #15-05-724 1x7.023 Ad	73.75
	13845895	GG/Ordinance #15-06-725 1x12.8 Ad	138.75
		Check Total:	2,215.51
		Vendor Total:	2,215.51
0441	Vulcan Materials Company Western D		
Check No:	0	Check Date:	
	70746455	Wtr/3/8IN fine PG64-10/fee	1,719.71
		Check Total:	1,719.71
		Vendor Total:	1,719.71
0476	WITTS Everything for the Office		
Check No:	0	Check Date:	
	137175-0	CD#2-HEW Bk Inkcart	79.53

Vendor	Invoice No	Line Description	Check Amount
	137191-0-1	PD/#2-Ct paper/#3-1" & 2" binders/#2-.5" binde	114.32
	137191-0-2	PD/#2-multifold towels	68.06
	137253-0	GG#1-Ct paper/#3 bx sm binder clips	35.97
	137285-0	Fin/#1 pkg 4 chisel blk markers/1" flags/#2-Ct P	80.58
	691109-0	Constr/HP 60XL High Yield Blk	37.61
		Check Total:	416.07
		Vendor Total:	416.07
0493	Kieffe & Sons Ford	Check Date:	
Check No:	0		
	17104	PD/Replace brake shoe/air filter element TE24-1	228.77
	17125	PD/Replace brake shoe & rotor Asy/brake shoe]	739.38
		Check Total:	968.15
		Vendor Total:	968.15
0567	Microflex	Check Date:	
Check No:	0		
	IN1561626-1	Swr/SafeGrip latex exam gloves #1-X-Lg & #2-1	275.07
	IN1561626-2	Swr/SafeGrip latex exam gloves #1-X-Lg & #2-1	117.90
		Check Total:	392.97
		Vendor Total:	392.97
0817	Kimball Midwest	Check Date:	
Check No:	0		
	4172141	PW/screwwashers/nuts/terminals/Halo caps/s/c:	394.31
	4191010	PW/Drill set	317.92
		Check Total:	712.23
		Vendor Total:	712.23
0832	ACWA/JPIA	Check Date:	
Check No:	0		
	0350051-1	Medical/June 2015	79,523.44
	0350051-2	Dental/June 2015	8,525.09
	0350051-3	Vision/June 2015	1,167.96
	0350051-4	Life/June 2015	1,529.53
		Check Total:	90,746.02
		Vendor Total:	90,746.02
0972	The Tire Store	Check Date:	
Check No:	0		
	103018	PD/Oil change/check fluids-TE-09-07 Ford Exp	41.00
	103222	PD/Oil change/check fluids-TE-19-05 Ford Exp	38.00
	153417-1	PD/Labor-front & back disc pads/rotors-TE-19-0	280.00
	153417-2	PD/Parts/tax-front & back disc pads/rotors-TE-1	225.49
	84272	PD/flat tire repair-TE26-Chevy Colorado	10.00
	84527	PD/rotate tires-Blk Ford Exp	20.00
		Check Total:	614.49
		Vendor Total:	614.49
1005	Quad Knopf Inc.	Check Date:	
Check No:	0		

Vendor	Invoice No	Line Description	Check Amount
	80039	ATP Grant Assistance Project Ph II 3/1/15-3/28/	901.26
	80112	Valley Boulevard Bikeway Facilities Proj Ph II 3	1,989.90
		Check Total:	2,891.16
		Vendor Total:	2,891.16
1032	Jack Davenport Sweeping Services Inc		
Check No:	0	Check Date:	
	108594	Strts/Broom Sweeping Service April 2015	8,640.00
		Check Total:	8,640.00
		Vendor Total:	8,640.00
1061	USDA Rural Development		
Check No:	0	Check Date:	
	05082015-1	Swr/Case#04-015-0956000801/Code 91/Loan #	3,312.00
	05082015-2	Swr/Case#04-015-0956000801/Code 91/Loan #	3,500.00
	05082015-3	Swr/Case#04-015-0956000801/Code 92/Loan #	1,822.50
	05082015-4	Swr/Case#04-015-0956000801/Code 92/Loan #	1,900.00
		Check Total:	10,534.50
		Vendor Total:	10,534.50
1286	M&M's Sports Uniforms & Embroide:		
Check No:	0	Check Date:	
	33850	GG/Plastic engraving plate/City Clerk-TM	15.48
		Check Total:	15.48
		Vendor Total:	15.48
1413	Kern Turf Supply Inc.		
Check No:	0	Check Date:	
	889959	Air/Grass seed	113.79
		Check Total:	113.79
		Vendor Total:	113.79
1505	Benz Construction Services		
Check No:	0	Check Date:	
	2518701	PW/Acct#966755300/800 Enterprise/toilet renta	55.75
	2520056	Swr/Acct#58021002/800 Enterprise/roll off renta	200.58
		Check Total:	256.33
		Vendor Total:	256.33
1658	Springbrook Software Inc.		
Check No:	0	Check Date:	
	INV30681	GG/Monthly Web Payment April 2015	274.10
		Check Total:	274.10
		Vendor Total:	274.10
1724	Banks Pest Control Inc.		
Check No:	0	Check Date:	
	449613	CC/bimonthly service/104 S Robinson St May 2	79.00
		Check Total:	79.00

Vendor	Invoice No	Line Description	Check Amount
		Vendor Total:	79.00
1729	Alpha Landscape Maintenance		
Check No:	0	Check Date:	
	12305-1	GG/City Offices April 2015	48.02
	12305-10	Strts/South Curry April 2015	222.50
	12305-11	LLD/Heritage Oak April 2015	843.12
	12305-12	LLD/KB Tract/Dennison April 2015	3,524.54
	12305-13	Strts/Street Trees April 2015	10.09
	12305-14	Strts/Dennison Street April 2015	704.20
	12305-15	LLD/Clear View April 2015	314.65
	12305-16	Land/Pioneer Park April 2015	541.45
	12305-17	GG/Old Town Planters April 2015	80.15
	12305-18	LLD/Mill Street Cottages April 2015	24.09
	12305-19	Land/Robinson Park April 2015	493.30
	12305-2	GG/Market Place & Union Pacific April 2015	215.91
	12305-20	GG/Taco Samich & Wall April 2015	27.48
	12305-21	GG/Senior Center April 2015	102.57
	12305-22	Depot/Railroad April 2015	124.59
	12305-23	GG/Phase 4 downtown planters April 2015	33.95
	12305-24	LLD/Red Barn April 2015	86.22
	12305-25	LLD/Red Barn Phase 2 April 2015	7.00
	12305-26	GG/Robinson parking lot April 2015	24.45
	12305-27	LLD/Alta/Warrior Park April 2015	1,564.62
	12305-28	PD/Tehachapi PD April 2015	33.75
	12305-3	Strts/Mill Street Islands April 2015	415.98
	12305-4	Strts/Capitol Hills South Island April 2015	263.91
	12305-5	LLD/Manzanita Park April 2015	706.41
	12305-6	LLD/KB Tract-Highline LMD April 2015	500.85
	12305-7	LLD/Alta Tract/Warrior Park April 2015	4,367.95
	12305-8	LLD/All Planters-Highline & tract April 2015	1,534.02
	12305-9	LLD/Alta Parkway Lawns April 2015	171.51
	12306-1	GG/Mar Pl/UnPac/trash dump March 2015	0.35
	12306-10	LLD/Heritage Oaks/trash dump March 2015	3.53
	12306-11	LLD/KB/Dennison/trash dump March 2015	9.85
	12306-12	Strts/Dennison Street/trash dump March 2015	1.05
	12306-13	LLD/Clear View/trash dump March 2015	0.35
	12306-14	Land/Pioneer Park/trash dump March 2015	1.05
	12306-15	GG/Old Town Planter/trash dump March 2015	0.35
	12306-16	LLD/Mill Street Cottages/trash dump March 20	0.18
	12306-17	PD/Tehachapi PD/trash dump March 2015	0.35
	12306-18	Land/Robinson Park /trash dump March 2015	0.35
	12306-19	GG/Taco Samich/trash dump March 2015	0.35
	12306-2	Strts/Mill Street Island/trash dump March 2015	1.05
	12306-20	GG/Senior Center/trash dump March 2015	0.35
	12306-21	Depot/Railroad/trash dump March 2015	0.70
	12306-22	GG/Robinson parking lot/trash dump March 20	0.18
	12306-3	Strts/Capitol Hills/trash dump March 2015	0.70
	12306-4	LLD/Manzanita Park/trash dump March 2015	1.05
	12306-5	LLD/KB Tract-Highline/trash dump March 201	0.35
	12306-6	LLD/Alta Tract/Warrior Park/trash dump March	8.10
	12306-7	LLD/Alta Parkway Lawns/trash dump March 20	0.70
	12306-8	LLD/Alta Planters-Highline & tract/trash dump 1	3.53
	12306-9	Strts/South Curry/trash dump March 2015	0.70
	12313	Land/Over seed lawn-Downtown Rail Road Park	2,850.00
	12332-1	GG/City Offices May 2015	48.02
	12332-10	Strts/South Curry May 2015	222.50
	12332-11	LLD/Heritage Oak May 2015	843.12
	12332-12	LLD/KB Tract/Dennison May 2015	3,524.54

Vendor	Invoice No	Line Description	Check Amount
	12332-13	Strts/Street Trees May 2015	10.09
	12332-14	Strts/Dennison Street May 2015	704.20
	12332-15	LLD/Clear View May 2015	314.65
	12332-16	Land/Pioneer Park May 2015	541.45
	12332-17	GG/Old Town Planters May 2015	80.15
	12332-18	LLD/Mill Street Cottages May 2015	24.09
	12332-19	Land/Robinson Park May 2015	493.30
	12332-2	GG/Market Place & Union Pacific May 2015	215.91
	12332-20	GG/Taco Samich & Wall May 2015	27.48
	12332-21	GG/Senior Center May 2015	102.57
	12332-22	Depot/Railroad May 2015	124.59
	12332-23	GG/Phase 4 downtown planters May 2015	33.95
	12332-24	LLD/Red Barn May 2015	86.22
	12332-25	LLD/Red Barn Phase 2 May 2015	7.00
	12332-26	GG/Robinson parking lot May 2015	24.45
	12332-27	LLD/Alta/Warrior Park May 2015	1,564.62
	12332-28	PD/Tehachapi PD May 2015	33.75
	12332-3	Strts/Mill Street Islands April 2015	415.98
	12332-4	Strts/Capitol Hills South Island May 2015	263.91
	12332-5	LLD/Manzanita Park May 2015	706.41
	12332-6	LLD/KB Tract-Highline LMD May 2015	500.85
	12332-7	LLD/Alta Tract/Warrior Park May 2015	4,367.95
	12332-8	LLD/All Planters-Highline & tract May 2015	1,534.02
	12332-9	LLD/Alta Parkway Lawns May 2015	171.51
	12333-1	GG/Mar Pl/UnPac/trash dump April 2015	0.34
	12333-10	LLD/Heritage Oaks/trash dump April 2015	3.40
	12333-11	LLD/KB/Dennison/trash dump April 2015	9.52
	12333-12	Strts/Dennison Street/trash dump April 2015	1.02
	12333-13	LLD/Clear View/trash dump April 2015	0.34
	12333-14	Land/Pioneer Park/trash dump April 2015	1.02
	12333-15	GG/Old Town Planter/trash dump April 2015	0.34
	12333-16	LLD/Mill Street Cottages/trash dump April 2015	0.16
	12333-17	PD/Tehachapi PD/trash dump April 2015	0.34
	12333-18	Land/Robinson Park /trash dump April 2015	0.34
	12333-19	GG/Taco Samich/trash dump April 2015	0.34
	12333-2	Strts/Mill Street Island/trash dump April 2015	1.02
	12333-20	GG/Senior Center/trash dump April 2015	0.34
	12333-21	Depot/Railroad/trash dump April 2015	0.68
	12333-22	GG/Robinson parking lot/trash dump April 2015	0.16
	12333-3	Strts/Capitol Hills/trash dump April 2015	0.68
	12333-4	LLD/Manzanita Park/trash dump April 2015	1.02
	12333-5	LLD/KB Tract-Highline/trash dump April 2015	0.34
	12333-6	LLD/Alta Tract/Warrior Park/trash dump April 2015	7.82
	12333-7	LLD/Alta Parkway Lawns/trash dump April 2015	0.68
	12333-8	LLD/Alta Planters-Highline & tract/trash dump April 2015	3.40
	12333-9	Strts/South Curry/trash dump April 2015	0.68

Check Total: 36,893.71

Vendor Total: 36,893.71

1801 HD Supply Waterworks LTD

Check No:

0

Check Date:

D800578

Wtr/#6-1-1/2x3 REDI-CL/#2-1-1/4x3 REDI-CL

388.94

D802599

Wtr/#1-Meter-USG 3G UC83 Sebiloy

728.63

D839386

Wtr/#6-REDI-CL amp full circle

169.89

Check Total: 1,287.46

Vendor	Invoice No	Line Description	Check Amount
		Vendor Total:	1,287.46
2047	Fred C. Gilbert Co.		
Check No:	0	Check Date:	
	605593	Wtr/#12-elbow/#12-straight/#9-adapter/#12-valv	1,121.69
		Check Total:	1,121.69
		Vendor Total:	1,121.69
2111	Swift Napa Auto Parts		
Check No:	0	Check Date:	
	840057	Air/#2-wiper blades-2015 Ram 1500	40.83
	840369	PD/antifreeze/steering fluid/batt cbl & brush-11	64.63
		Check Total:	105.46
		Vendor Total:	105.46
2147	Coffee Break Service Inc.		
Check No:	0	Check Date:	
	MAY4103	GG/Water Cooler rental May 2015	26.95
		Check Total:	26.95
		Vendor Total:	26.95
2200	Argo Chemical		
Check No:	0	Check Date:	
	1504112	Wtr/Chlor Sol 12.5% NSF/fee/freight	878.21
		Check Total:	878.21
		Vendor Total:	878.21
2752	Fastenal Company		
Check No:	0	Check Date:	
	CATEH7480	Wtr/#25-NENylock/#10-IJCS 7/16-14x2.25/#10	12.74
		Check Total:	12.74
		Vendor Total:	12.74
2776	Consolidated Electrical Dist.		
Check No:	0	Check Date:	
	0351-483068	Strts/#20-150 Watt street lights	537.50
		Check Total:	537.50
		Vendor Total:	537.50
2827	SymbolArts		
Check No:	0	Check Date:	
	0232967-IN	PD/#3-Badges W/State Seal/#3-metal badge box	134.00
		Check Total:	134.00
		Vendor Total:	134.00
2833	Sun Ridge Systems Inc.		
Check No:	0	Check Date:	
	3672	PD/RIMS Annual Support Svcs 7/15/14-7/14/15	8,825.00
		Check Total:	8,825.00

Vendor	Invoice No	Line Description	Check Amount
		Vendor Total:	8,825.00
2837	Tartaglia Engineering		
Check No:	0	Check Date:	
	04232015-3	Air/EA Rehab S Taxiway/Prof Svcs Inv #3 Marc	7,686.00
		Check Total:	7,686.00
		Vendor Total:	7,686.00
2902	Sim Sanitation Inc		
Check No:	0	Check Date:	
	31851	Air/standard & handicap toilet rental 05/15	82.00
		Check Total:	82.00
		Vendor Total:	82.00
2940	US Bank Corporate Payment System		
Check No:	0	Check Date:	
	011776	Air/USPS/Certified mail-Hangar Ground Lease	6.49
	025412	GG/Lunch/Change of Command Ceremony-FAF	20.50
	0273001	GG/Lodging Dep/ICSC/RECON Conv LV 05/17	133.28
	0273002	GG/Lodging Dep/ICSC/RECON Conv LV 05/17	133.28
	0273003	GG/Lodging Dep/ICSC/RECON Conv LV 05/17	133.28
	0285	PW/Lodging/ 3/25-3/26/15	236.44
	03172015	GG/wireless handheld & bluetooth	1,349.00
	03312015	GG/ICSC Public Affiliate Dues-Membership Exj	50.00
	04022015	Air/ForeFlight Mobile Pro USA 1yr subscription	149.99
	04072015	G G/Constant Contact April 2015	50.00
	04132015	Eng/CEQA meeting-Hodel's/Schlusser & Montg.	40.00
	04252015	CD/eFax monthly subscription Apr 23-May 22	16.95
	056735	PD/Radioshack-6' TRPL A/V S Video	21.49
	091696	Wtr/lunch meeting	37.52
	091696	PW/Fuel-	31.06
	10014724444	GG/Cisco-Webex April 2015	24.00
	1227253	G Fondo/Facebook Ads -3/3/15-3/30/15	368.88
	125267296	IT/Newegg/10' DisplayPort to HDMI cable/adap	29.54
	125772579	IT/Newegg/USB 3.0 4-Port HUB for Laptop or c	13.96
	136891J	G Fondo/Tehachapi Mountain Trails Assn Membr	1,000.00
	15737	GG/Loop-Full Pg Color Ad Vol 2803 Feb 14 20	400.00
	15807	GG/Loop April Ad	400.00
	187582	Air/5.11 Tactical Return- Inv #200208340/#2-TL	-98.99
	2012896	Air/#2-white marking spr/orange marking spr/2"	19.68
	201490	G Fondo/Cycling Promotions West-#2-e-mail bi	970.00
	2065242	GG/Registr/ICSC RECON LV 5/17/15-5/20/15-	570.00
	2065243	GG/Registr ICSC RECON LV 5/17/15-5/20/15-	570.00
	2065244	GG/ Registr/ICSC RECON LV 5/17/15-5/20/15-	570.00
	2070563280	GG/SiriusXM Service April 2015	21.63
	2205	GG/Tehach Area Assoc Realtor-start up fee/Prorr	375.00
	25497700	GG/#100-2x3' Nylon US Flags-poles-collars/#24	3,006.14
	2693613	PD/CA Peace Officers Assn-Public Records-5/6-	1,500.00
	570128805	GG/13G drawstring 200 ct bags/250 Ct paper pl	54.79
	5883678	G Fondo/UPS Store-mailed brochures	184.60
	62974	CH Anx/#2-UNIF1 WRLS/#2-Connector/Transe	1,120.00
	62974-1	Cap Hills/Kern County Clerk-CEQA fees/copies	50.75
	62974-2	Strts/Kern County Clerk-CEQA fees/copies	50.75
	62974-3	Curry Med/Tomp/Kern County Clerk-CEQA fee.	50.75
	653207497	GG/Adobe Creative Cloud Membership April 20	49.99
	7893800	PD/Amazon-1997 Uniform Building Code book	4.28

Vendor	Invoice No	Line Description	Check Amount
	80-1	GG/Hitching Post Theater Advertising Apr-Jun 2	450.00
	81450547	CD/CoreLogic/Kern CA Prop profile-custom sea	241.67
	8359434	GG/Sterlite 6 Quart bins w/lids-EOC supplies	42.26
	8618	Air/The Reflectory-#12-photo electronic gate ref	40.00
	888299	Air/UPS Store-parcel shipping	22.33
	N-4391	GG/#10-3M UV laminant prints 30"x40"/Install	1,070.70
		Check Total:	15,581.99
		Vendor Total:	15,581.99
3018	CDW Government Inc.		
Check No:	0	Check Date:	
	VG75531	IT/MS GSA Office PRO Plus 2013-Chief	348.04
		Check Total:	348.04
		Vendor Total:	348.04
3066	AECOM Technical Services Inc.		
Check No:	0	Check Date:	
	37524743	Eng/Building Plan Check/Prof Svcs 10/18/14-4/	1,447.94
	37524744	Event Center Infrastructure Project	9,996.55
	37524745	Tucker Road Rehabilitation Project/Design	2,140.03
	37524746	Freedom Plaza Project	7,179.57
	37524747	Wtr/Snyder Well Intertie Project	6,213.83
	37524748-1	Eng/2014/15 General Services-Engineering	1,846.94
	37524748-2	PW/2014/15 General Services-Utilities 3/7/15-4/	925.00
	37524749	Wtr/Water Rate Study 03/07/15-04/10/15	1,110.90
	37524750	Swr/East Tehachapi/Sewer Lift St Conn Fee Stuc	1,221.86
	37524751	Industrial Pky Ext Proj 3/25-4/10/15	2,694.65
		Check Total:	34,777.27
		Vendor Total:	34,777.27
3276	The Rotary Foundation of Tehachapi		
Check No:	0	Check Date:	
	05122015	Refund/Special Event Dep-Spring Fashion Show	200.00
		Check Total:	200.00
		Vendor Total:	200.00
3278	Hub Construction Specialties Inc.		
Check No:	0	Check Date:	
	A02014696	Strts/#480-River Red Brick pavers/freight	1,531.26
		Check Total:	1,531.26
		Vendor Total:	1,531.26
3355	Got Weeds?		
Check No:	0	Check Date:	
	797	Air/Maintenance weed control/mowing/cleanup.	1,450.00
		Check Total:	1,450.00
		Vendor Total:	1,450.00
3370	County of Kern		
Check No:	0	Check Date:	
	5128	PD/CJIS Access-License fees Jan-Mar 2015	630.00

Vendor	Invoice No	Line Description	Check Amount
		Check Total:	630.00
		Vendor Total:	630.00
3566	BlueLine Rental		
Check No:	0	Check Date:	
	20220510001	Wtr/45-49" Dbl drum roller VIB/delivery & pick	578.38
		Check Total:	578.38
		Vendor Total:	578.38
3579	TransUnion Risk and Alternative		
Check No:	0	Check Date:	
	04012015	PD/person search March 2015	24.00
	05012015	PD/person search April 2015	27.75
		Check Total:	51.75
		Vendor Total:	51.75
3645	Blueprint Service		
Check No:	0	Check Date:	
	840650	Eng/#3-Color wave presentation 24x36	66.65
		Check Total:	66.65
		Vendor Total:	66.65
3657	Wiley D. Hughes Surveying Inc.		
Check No:	0	Check Date:	
	1536	CD/COT Annexation Map APN 223-190-02/223	1,285.00
	1539	Industrial Parkway Ext Proj-Topographic Survey	3,250.00
		Check Total:	4,535.00
		Vendor Total:	4,535.00
3674	Secure On-Site Shredding		
Check No:	0	Check Date:	
	2519935-1	GG/Acct#300421002/115 S Robinson April 2015	35.00
	2519935-2	GG/Acct#300421002/115 S Robinson-shred 25 l	125.00
	2519936	Swr/Acct#300421004/750 Enterprise Way April	35.00
	2519937	PD/Acct#300421006/220 West C St April 2015	35.00
		Check Total:	230.00
		Vendor Total:	230.00
3708	Customized Custodial Services		
Check No:	0	Check Date:	
	COTC0515-1	GG/Janitorial Service/City Hall May 2015	890.00
	COTC0515-2	PD/Janitorial Service May 2015	1,950.00
	COTC0515-3	Depot/Janitorial Service May 2015	250.00
	COTC0515-4	Air/Janitorial Service May 2015	420.00
	COTC0515-5	Swr/Janitorial Service May 2015	530.00
	COTC0515-6	Constr/Janitorial Service May 2015	140.00
	COTC0515-7	GG/Janitorial Service/Senior Center May 2015	450.00
		Check Total:	4,630.00
		Vendor Total:	4,630.00

Vendor	Invoice No	Line Description	Check Amount
3712	Cooley Construction		
Check No:	0	Check Date:	
	R13015-3	Bicycle Master Pl Ph 1 &Tr #6216/Prog Pay Est	7,190.87
		Check Total:	7,190.87
		Vendor Total:	7,190.87
3752	Richard Gonzales		
Check No:	0	Check Date:	
	05112015	G Fondo/Refund for 20% Disc Code CC15-code	12.00
		Check Total:	12.00
		Vendor Total:	12.00
3807	Diamond Technologies		
Check No:	0	Check Date:	
	14473	IT/#9 servers-Storage Craft monthly backup lice	435.60
		Check Total:	435.60
		Vendor Total:	435.60
3810	Stahl Companies Inc		
Check No:	0	Check Date:	
	35729	Eng/Tehachapi OSHPD 3-IOR Services	1,448.93
		Check Total:	1,448.93
		Vendor Total:	1,448.93
3837	CEMEX Construction Materials Pac L		
Check No:	0	Check Date:	
	9430703774	Strts/Buckeye-Ultra 500/SSK 50/PM AE/fees	433.20
	9430735480	PW/NC 170/SSK WR AE FA/fees-Teh Blvd/Mul	436.62
		Check Total:	869.82
		Vendor Total:	869.82
3838	Michael J. O'Day and Associates		
Check No:	0	Check Date:	
	43015	PD/Pre-employment investigation/D Brown	875.00
		Check Total:	875.00
		Vendor Total:	875.00
3859	Carol White		
Check No:	0	Check Date:	
	05042015	G Fondo/Refund-20% Disc Code CC15-deactiva	28.00
		Check Total:	28.00
		Vendor Total:	28.00
3862	Cycle California! Magazine		
Check No:	0	Check Date:	
	10712	G Fondo/1/3 Pg Event sponsorship Ad/Distrib of	1,327.00
		Check Total:	1,327.00
		Vendor Total:	1,327.00

Vendor	Invoice No	Line Description	Check Amount
3863	Kemprint Services		
Check No:	0	Check Date:	
	31668	PD/Administrative 3-part custom 4.25 x 7.75 cit	473.05
		Check Total:	473.05
		Vendor Total:	473.05
3864	Paul Shank		
Check No:	0	Check Date:	
	05112015	G Fondo/Refund 20% Disc Code CC15-code de:	24.00
		Check Total:	24.00
		Vendor Total:	24.00
		Report Total:	301,925.79

Accounts Payable

Checks by Date - Detail By Check Date

User: Hthomas
 Printed: 4/30/2015 - 4:06 PM



			Check Amount
Check No:	42513	Check Date: 04/30/2015	
Vendor:	0017	American Business Machines	
230724		PD/Tax for contract period 10/5/14-10/4/15 Canc	39.71
			<u>39.71</u>
Check No:	42514	Check Date: 04/30/2015	
Vendor:	3844	Franchise Tax Board	
04152015		GG/312613192904136373/Inv#2109-25% of \$3:	88.00
04222015		GG/312613192904136373/Inv#2116-25% of \$2:	71.67
			<u>159.67</u>
Check No:	42515	Check Date: 04/30/2015	
Vendor:	3199	Slick Fish Marketing Co.	
2109-1		CD/Master plan updates/changes/missing file res	352.00
2109-2		CD/-25% withholding-State of CA Franchise Ta	-88.00
2116-1		GG/Loop April/Biz Co-Op Ad/revise visitor guic	286.67
2116-2		GG/-25% withholding-State of CA Franchise Ta	-71.67
			<u>479.00</u>
Check No:	42516	Check Date: 04/30/2015	
Vendor:	3011	Verizon Wireless	
9743967060-1		Fin/mobile broadband/H Chung	29.65
9743967060-2		Wtr/mobile broadband/T Brown	15.01
9743967060-3		Swr/mobile broadband/T Brown	15.01
9744271822-1		Wtr/mobile broadband/J Curry	15.01
9744271822-2		Swr/mobile broadband/I Curry	15.01
			<u>89.69</u>
Date Totals:			<u>768.07</u>
Report Total:			<u>768.07</u>

Accounts Payable

Checks by Date - Detail By Check Date

User: HThomas
 Printed: 5/14/2015 - 7:18 AM



CITY OF
TEHACHAPI
 CALIFORNIA

			Check Amount
Check No:	42565	Check Date: 05/07/2015	
Vendor:	2893	Cardmember Service	
317004-1		CD/Lunch/ATP Grant Training-CalTrans/Smith	13.08
317004-2		CD/Lunch/ATP Grant Training-CalTrans/Davis	13.09
64803442		CD/Lodging/APA Confr-Seattle/Smith 4/17/15-4	1,298.08
707050		CD/Gas/ATP Grant Training-CalTrans/Davis/Sm	27.53
717033		CD/Gas/ATP Grant Training-CalTrans/Davis/Sm	30.01
779916		CD/Breakfast/ATP Grant Training-CalTrans/Smi	6.60
			1,388.39
Check No:	42566	Check Date: 05/07/2015	
Vendor:	1822	Ed Grimes	
03122015		CC/Mileage/Bd of Dir-Eastern Kern Air Pollutio	33.35
04272015		CC/Mileage/KC Assoc of Cities-Solid Waste Mg	77.63
			110.98
Check No:	42567	Check Date: 05/07/2015	
Vendor:	0661	David A. James	
0762503		CD/Reimburse-Lunch/CA Assoc Local Econ De	5.44
1696		CD/Reimburse-Dinner/CA Assoc Local Econ De	25.00
1809		CD/Reimburse-Dinner/CA Assoc Local Econ De	25.00
357		CD/Reimburse-Dinner/CA Assoc Local Econ De	5.45
			60.89
Check No:	42568	Check Date: 05/07/2015	
Vendor:	3000	Sail Thru Car Wash-Attn: Bill Kotz	
M254498		PW/car wash	6.00
M255574		PW/car wash	6.00
M259113		PW/car wash	6.00
M267246		PW/car wash	6.00
M276321		PW/car wash	6.00
M276376		Wtr/car wash	6.00
			36.00
Check No:	42569	Check Date: 05/07/2015	
Vendor:	1679	Marcia Smith	
04162015		CD/Reimburse-Airline Bag fee-APA Conference	25.00
04202015		CD/Reimburse-Airline Bag fee-APA Conference	25.00
124754		CD/Reimburse-Lunch/APA Conference-4/18/15-	7.40
161119		CD/Reimburse-Parking/APA Conference-4/18/1:	60.00
215647		CD/Reimburse-Dinner/APA Conference-4/18/15	10.91
50022		CD/Reimburse-Dinner/APA Conference-4/18/15	17.52
60058		CD/Reimburse-Dinner/APA Conference-4/18/15	13.43
80034		CD/Reimburse-Dinner/APA Conference-4/18/15	12.00
8073		CD/Reimburse-Lunch/APA Conference-4/18/15-	18.82
			190.08

Check No:	42570	Check Date:	05/07/2015	
Vendor:	0372	Southern California Edison		
04222015-1		GG/115 S Robinson St	3/19/15-4/20/15	802.53
04222015-2		GG/129 E F St-117 S Robinson St	3/19/15-4/20/15	247.50
04222015-3		GG/303 E D St	3/19/15-4/20/15	67.97
04222015-4		PW/100 Commercial Way	3/19/15-4/20/15	179.70
04222015-5		PW/101 Commercial Way	3/19/15-4/20/15	138.55
04222015-6		PW/800 Enterprise	3/1/15-4/1/15	101.72
04222015-7		PW/800 Enterprise Shop	3/19/15-4/20/15	215.78
04222015-8		Swr/800 Enterprise	3/19/15-4/20/15	450.44
04282015-1		GG/1125 Capital Hills	3/26/15-4/27/15	27.18
04282015-2		GG/109 E Tehachapi Blvd	3/26/15-4/27/15	160.52
04282015-3		GG/111 W I St	3/26/15-4/27/15	56.48
04282015-4		Strts/209 1/2 E Tehachapi Blvd	3/26/15-4/27/15	27.76
04282015-5		Strts/333 1/2 E Tehachapi	3/26/15-4/27/15	177.84
04282015-6		Swr/800 Enterprise	3/26/15-4/27/15	1,372.79
04282015-7		Swr/800 Enterprise	3/26/15-4/27/15	6,002.51
04282015-8		Drain/119 Industrial Pkwy	3/26/15-4/27/15	28.67
04292015-1		PW/801 Mountain View Ave	3/27/15-4/28/15	58.80
04292015-2		Strts/Curry St S/O Pinon St	3/9/15-4/7/15	16.79
04302015-1		Strts/Tehachapi Bl W/O Green	3/27/15-4/28/15	18.53
04302015-2		Strts/103 Tehachapi Blvd	3/27/15-4/28/15	94.53
04302015-3		Strts/101 E Tehachapi Blvd #B	3/27/15-4/28/15	155.72
04302015-4		Strts/110 S Mill St	3/27/15-4/28/15	147.00
04302015-5		Strts/Curry/D St	3/27/15-4/28/15	18.53
04302015-6		Wtr/358 E D St	3/9/15-4/7/15	1,947.00
05022015-1		Strts/326 E D St	4/1/15-5/1/15	24.17
05022015-2		Strts/303 E Avenue D	4/1/15-5/1/15	14.09
05022015-3		LLD/Tehachapi Blvd/Bailey Ave	4/1/15-5/1/15	77.67

12,630.77

Check No:	42571	Check Date:	05/07/2015	
Vendor:	3861	David A Torres		
05062015		GG/Retainer for Legal Services		1,000.00

1,000.00

Check No:	42572	Check Date:	05/07/2015	
Vendor:	3814	Jason Wyatt		
125071000		Ch Anx/reimburse/moisture test kit value pack (3		42.99
6114412		Ch Anx/return/#1-Blaktite/#3-3" Qwick Caps		-18.85
7572418		Ch Anx/reimburse/miniscraper w/10 blades/3M :		7.46
7581285		Ch Anx/reimburse/#2-Blaktite/#3-3" & #2-2" Qw		35.85
7592251		Ch Anx/reimburse/Ply SB/8D finish/75pk Tapco:		61.51

128.96

Date Totals: 15,546.07

Report Total: 15,546.07

CITY OF TEHACHAPI
 TREASURER'S REPORT
 FY 2014-15

MONTH END BANK STATEMENT BALANCE

	11/30/2014	12/31/2014	1/31/2015	2/28/2015	3/31/2015	4/30/2015
BANK ACCOUNTS						
General Checking	675,543.40	1,180,240.68	519,941.38	480,954.49	753,973.93	623,661.15
Water Deposit Trust	111,261.00	109,175.00	109,175.00	109,175.00	113,555.00	113,925.00
AD 83-1/87-1, Tucker	87,633.41	87,633.41	87,633.41	87,633.41	87,633.41	87,633.41
AD 89-3	828.82	828.82	828.82	828.82	828.82	828.82
Payroll	99,016.31	99,154.68	98,755.07	98,413.67	98,117.20	97,795.37
AFLAC Flex Spending	19,520.71	20,727.69	16,633.59	15,466.01	15,176.92	14,046.45
Airport key Deposit/Cr Card Purch	19,346.77	67,793.52	23,611.89	40,599.58	68,259.33	91,189.99
Ashtown Water Escrow	107,978.09	107,978.09	107,978.09	107,978.09	107,978.09	107,978.09
1994/2004 Refunding Bond	0.00	0.00	0.00	0.00	0.00	50,953.13
CFD 90-1	0.00	0.00	0.00	0.00	0.00	0.00
LALF	8,968,906.87	8,968,906.87	11,274,857.70	11,274,857.70	11,074,857.70	7,938,313.75
Total Funds in Banks	10,090,035.38	10,642,438.76	12,239,414.95	12,215,906.77	12,320,380.40	9,126,325.16

INVESTMENTS

CSJVRMA Investment Pool	Chandler Asser Mgt 1113	2,047,847.00	2,043,210.00	2,062,878.00	2,054,325.00	2,062,701.00	2,062,753.00
Loaned to Wtr/Swr to pay-off COP2000		289,622.70	289,622.70	289,622.70	289,622.70	289,622.70	289,622.70
Total Investments		2,337,469.70	2,332,832.70	2,352,500.70	2,343,947.70	2,352,323.70	2,352,375.70
TOTAL PORTFOLIO		12,427,505.08	12,975,271.46	14,591,915.65	14,559,854.47	14,672,704.10	11,478,700.86

RDA SUCCESSOR AGENCY FUNDS

RDA 2007	Bank of New York	870951/52/53/54	728,487.24	333,060.99	333,060.99	333,060.99	333,060.99
RDA 2005	Bank of New York	870711-16	292,456.25	292,456.25	292,456.25	292,456.25	292,456.25
Successor Agency RDA	LALF	98-15-914	1,020,943.49	625,517.24	625,517.24	625,517.24	4,586,250.96
Total RDA Successor Agency Funds							



APPROVED
DEPARTMENT HEAD: _____
CITY MANAGER: _____

[Handwritten signatures are present over the lines for DEPARTMENT HEAD and CITY MANAGER.]

COUNCIL REPORTS

MEETING DATE: MAY 18, 2015 **AGENDA SECTION:** COMMUNITY DEVELOPMENT

TO: HONORABLE MAYOR WIGGINS AND COUNCIL MEMBERS

FROM: *[Signature]* DAVID JAMES, COMMUNITY DEVELOPMENT DIRECTOR

DATE: MAY 13, 2015

SUBJECT: ACTIVE TRANSPORTATION PROGRAM GRANT APPLICATION & RESOLUTION

BACKGROUND:

The State of California recently announced the release of Cycle 2 funding stream entitled Active Transportation Program or ATP for short. This relatively new program replaces several older programs (TE, SRTS, & BTA) and targets non-motorized transportation. This program is a direct result of the Moving Ahead for Progress in the 21st Century law (MAP-21) authorized by the federal government a year ago. The program has several detailed goals but generally seeks to fund both plans for and infrastructure to serve non-motorized movement (i.e. walking and/or biking). Last year the City was awarded two (2) grants through this mechanism.

PROGRAM DESCRIPTION:

This program is well-suited to fund various projects the City has positioned itself to execute. The newly adopted General Plan expressly seeks to improve the pedestrian and bicycle infrastructure within the City. Furthermore, the City recently adopted a Bicycle Master Plan which outlines numerous potential projects that can be funded under this program.

One of the features most advantageous to the City is that communities qualifying as 'disadvantaged' can receive 100% grant funds with no matching funds required. The City of Tehachapi qualifies as 'disadvantaged'.

RECOMMENDATION:

ADOPT RESOLUTION AUTHORIZING THE FILING OF APPLICATIONS FOR ACTIVE TRANSPORTATION PROGRAM FUNDING AND STATING THE ASSURANCE TO COMPLETE THE SELECTED PROJECTS.

RESOLUTION NO.

A RESOLUTION OF THE CITY COUNCIL OF THE CITY OF TEHACHAPI AUTHORIZING THE CITY MANAGER TO SIGN AND EXECUTE DOCUMENTS FOR THE ACTIVE TRANSPORTATION PROGRAM GRANT APPLICATION

WHEREAS, the provisions of the Active Transportation Grant Program permit the Tehachapi City Council to designate an official of the City to act on behalf of the City concerning the signing and execution of grant applications, contract documents and approval of related matters; and

WHEREAS, the City of Tehachapi will submit from time to time Active Transportation Program Grant Applications for infrastructure and non-infrastructure improvement assistance for areas of the City.

WHEREAS, if awarded, CITY OF TEHACHAPI, will enter into a Grant Agreement with Caltrans for implementation of said Grant(s).

NOW, THEREFORE, IT IS HEREBY RESOLVED that the City Manager of the City of Tehachapi is herewith authorized to sign and execute grant applications, contract documents and to approve related matters with the Active Transportation Grant Program.

PASSED AND ADOPTED by the City Council of the City of Tehachapi at a regular meeting this 18th day of May 2015 by the following vote:

AYES: _____

NOES: _____

ABSTAIN: _____

ABSENT: _____

SUSAN WIGGINS, Mayor
City of Tehachapi, California

ATTEST:

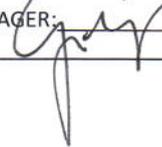
TORI MARSH, City Clerk
City of Tehachapi, California

I hereby certify that the foregoing resolution was duly and regularly adopted by the City Council of the City of Tehachapi at a regular meeting thereof held on May 5, 2014.

TORI MARSH, City Clerk
City of Tehachapi, California



COUNCIL REPORTS

APPROVED
DEPARTMENT HEAD: 
CITY MANAGER: 

MEETING DATE: MAY 18, 2015 **AGENDA SECTION:** CITY ENGINEER

TO: HONORABLE MAYOR WIGGINS AND COUNCIL MEMBERS

FROM: JOHN (JAY) SCHLOSSER, P.E., CITY ENGINEER

DATE: MAY 13, 2015

SUBJECT: CURRY STREET MEDIAN AND PINON STREET IMPROVEMENTS PROJECT - AWARD

BACKGROUND:

In December 2013, City Staff received approval from the City Council to prepare a capital construction package for a joint project on Curry Street and Pinon Street near Tompkins Elementary. The project has two primary goals:

1. On Curry Street, a raised traffic median is to be constructed from the intersection with Pinon Street south to Manzanita Street.
2. On Pinon Street, a designated student Pick-up and Drop-off area on the north side of Pinon Street immediately adjacent to the north side of Tompkins Elementary.

City Staff prepared the project design and arranged the project funds for this purpose.

On April 15, 2015 advertising began for the project. Staff opened bids for this project on May 7, 2015. The results of the bid opening are listed in the table below:

Contractor Name	Bid Amount
Sturgeon Services International	\$183,767.10
R.C. Becker & Son, Inc.	\$330,390.43
MAC General Engineering	\$393,314.00
Granite Construction	\$419,506.00
DOD Construction	\$422,960.00

A bid protest was formally received from R.C. Becker & Son, Inc. on May 12, 2015. A copy of this protest letter is attached to this report. City Staff, in consultation with the City Attorney, has concluded that none of the noted discrepancies constitute a basis to determine that the Sturgeon Services International bid is unresponsive.

FISCAL IMPACT:

As reported to the Council in December 2013, this project is to be joint funded with monies remaining from the Tract 6216 Bond Settlement action and from reimbursement from the Tehachapi Unified School District (TUSD). The Tract 6216 Bond Settlement funds currently total approximately \$120,000. As the Council will recall, we hold a Memorandum of Understanding (MOU) with the TUSD in which they agree to pay for their portion of the construction (Pinon Street piece) plus a proportional share of the construction administration expenses. Given the bid breakdown, the TUSD share is approximately \$104,000. This value includes the base bid, 5% in change order expense, and \$10,000 in construction administration expense. Commensurate with our MOU, we have alerted the TUSD to this cost information and they have agreed to proceed.

Therefore, the total available budget is approximately \$224,000 which is estimated to be sufficient to execute the project.

RECOMMENDATION:

City staff has reviewed the bids as received and has deemed the proposal from Sturgeon Services International to be responsive.

AWARD THE CURRY STREET MEDIAN AND PINON STREET IMPROVEMENTS PROJECT TO STURGEON SERVICES INTERNATIONAL IN THE AMOUNT OF \$183,767.10 AND AUTHORIZE THE CITY MANAGER TO APPROVE ANY NECESSARY CHANGE ORDERS UP TO A MAXIMUM OF 5% OF THE ORIGINAL CONTRACT (OR \$9,188.36).



28355 Kelly Johnson Parkway, Valencia CA 91355
(661) 259-4845 Phone (661) 259-9869 Fax

May 12, 2015

John (Jay) H. Schlosser
City of Tehachapi
115 S. Robinson Street
Tehachapi, CA 93561

Re: Bid Protest/Appeal City of Tehachapi Curry Street Median and Pinon Street Improvement Project

Dear Jay Schlosser,

This letter serves as R.C. Becker and Son, Inc.'s bid protest as to Sturgeon Services International, the apparent low bidder for the above referenced contract. R.C. Becker protests the bid as non-responsive and directs the City of Tehachapi to the details below.

- I. Schedule of Work Items; pages 004100-2 & 004100-3 of Bid Form.

Sturgeon Services did not fill in unit prices for Bid Item Lines 4, 5, 6, 7, 15, 16, 17, 18 & 19. The project specifications specifically state 'if the unit price and the total amount named by a bidder for any item are not in agreement, the unit price alone shall be considered as representing the Bidder's intention and the totals shall be corrected to conform thereto.'

- II. Bid Bond; page 006110-1 of Bid Bond Documents.

The Signature for Sturgeon Services International is not notarized.

- III. Subletting and Subcontracting; page 004100-5 of Bid Form.

This section asks to list subcontractors who will be on the job. Sturgeon Services listed "N/A" for this section. Construction Specifications for this project require a Licensed Land Surveyor. See Section 015100 Subsection 1.06 B "All construction staking and surveying shall be performed by and under the direction of a Land Surveyor licensed to practice in the State of California." Sturgeon Services is not a licensed Land Surveyor therefore a Subcontractor needs to be used for the applicable items.

IV. Noncollusion Affidavit; page 004100-1 of Bid Form

Sturgeon Services did not sign this document. Contract Documents specifically state "The Bidder is required to sign the attached Noncollusion Affidavit and submit it with his bid."

All of the above-mentioned deficiencies demonstrate that Sturgeon Services International has submitted an incomplete proposal, and R.C. Becker and Son, Inc. requests that City of Tehachapi reject the bid as non-responsive. R.C. Becker is the lowest responsible and responsive bidder and an award to R.C. Becker is proper given the facts listed above.

Sincerely,
R.C. BECKER AND SON, INC

John Becker

John Becker, Vice President

COUNCIL REPORTS

APPROVED

DEPARTMENT HEAD: 

CITY MANAGER: 

MEETING DATE: MAY 18, 2015 AGENDA SECTION: CITY ENGINEER

TO: HONORABLE MAYOR WIGGINS AND COUNCIL MEMBERS

FROM: JOHN (JAY) SCHLOSSER, P.E.

DATE: MAY 13, 2015

SUBJECT: SIGNAL MAINTENANCE AGREEMENT WITH CALTRANS DISTRICT 9

BACKGROUND

The City of Tehachapi is nearing completion of a project design to add several new traffic signals to Tehachapi Boulevard at the junction with State Highway 58. These new signals will lie partially within Caltrans right-of-way and partially within City right-of-way. Therefore, Caltrans District 9 is requiring the City to apply for an encroachment permit to manage the project construction slated for late summer 2015. Caltrans District 9 is further requiring that the City of Tehachapi enter into a maintenance agreement to govern the cost of the signal maintenance going forward.

The proposed maintenance agreement effectively proposes to share the cost of the maintenance and operation of the traffic signals that include typical expenses like power, light bulb replacement, and repair work as needed. The proposed agreement also seeks to govern the shared maintenance expenses for the two traffic signals on State Route 202 that lie within the City Limits. Caltrans has asked that these facilities be included in this agreement for efficiency sake.

FISCAL IMPACT

The City currently pays for the power to operate at least one of the signals on State Route 202. The agreement proposes a straight 50/50 split of all expenses for all four signals. This allows the City to invoice Caltrans for 50% of some invoices we currently pay. It also allows Caltrans to invoice the City for maintenance expenses they experience in keeping these existing signals operational.

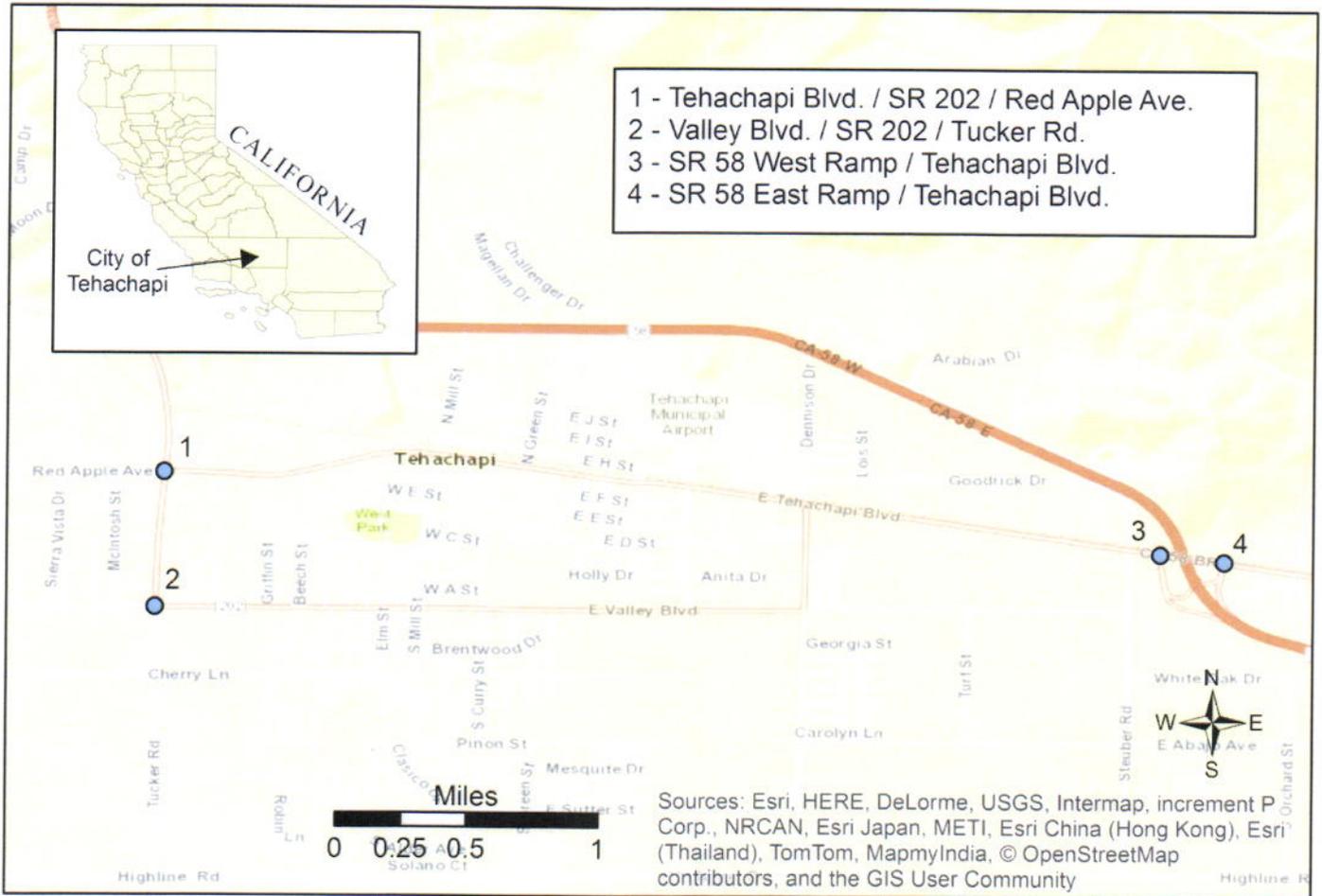
Since two new signals are being constructed under this agreement, our operations and maintenance expenses will increase going forward. It is difficult to accurately predict these costs and they are heavily dependent upon what maintenance actually needs to occur going forward. That said, the expenses should be relatively minor and most large expenses (i.e. signal pole replacement due to accident) will likely be reimbursable from our insurance or from insurance provided by others.

RECOMMENDATION

Caltrans District 9 has prepared the agreement that has been reviewed and approved by the City Attorney. The agreement has been approved by Caltrans District 9 personnel and must be sent to Caltrans Legal for final processing. There is potential for changes to the agreement following that process. In the interest of keeping our construction project on schedule, City Staff is asking the Council to approve the current draft of the agreement and to grant the City Manager the power to approve modifications that, in his judgment, do not constitute a major change to the form presented.

APPROVE AND AUTHORIZE THE MAYOR TO SIGN THE SIGNAL MAINTENANCE AGREEMENT FOR THE CITY OF TEHACHAPI AND CALTRANS DISTRICT 9. FURTHER AUTHORIZE THE CITY MANAGER TO REVIEW AND APPROVE ANY CHANGES THAT, IN THE OPINION OF THE CITY MANAGER, DO NOT SUBSTANTIVELY CHANGE THE NATURE OF THE AGREEMENT SUBJECT TO REVIEW AND CONCURRENCE BY THE CITY ATTORNEY.

Signal Maintenance Agreement For The City of Tehachapi and Caltrans District 9



**AGREEMENT FOR SHARING COST OF STATE HIGHWAY
ELECTRICAL FACILITIES WITH CITY OF TEHACHAPI**

THIS AGREEMENT is made effective this _____ day of _____, 20____, by and between the State of California, acting by and through the Department of Transportation, hereinafter referred to as "STATE" and the CITY of TEHACHAPI, hereinafter referred to as "CITY" and collectively referred to as "PARTIES"

This Agreement shall supersede any previous Agreement and/or Amendments thereto for sharing State-incurred costs with the CITY.

The cost of operating and maintaining flashing-beacons traffic-signals, traffic-signal systems, safety-lighting, and sign-lighting now in place at the intersection of any State Highway Route and any CITY street/road shall be shared as shown in Exhibit "A".

NOW THEREFORE IT IS AGREED:

1. Basis for Billing:

1.1. It is agreed that quarterly billings for flashing-beacons, traffic-signals, and traffic-signal systems shall be based on actual intersection costs, which are as follows:

1.1.1. Maintenance Labor, including overhead assessment, other expenses including, equipment, materials, and miscellaneous expenses

1.2. It is agreed that quarterly billings for safety-lighting and sign-lighting shall be based on calculated unit-costs derived by averaging STATE's District-wide costs each quarter. Costs are as follows:

1.2.1. Maintenance Labor, including overhead assessment, other expenses including, equipment, materials, and miscellaneous expenses

1.3. It is agreed that monthly billings invoiced to CITY for STATE-owned and maintained electrical facilities identified in Exhibit "A" will be based on actual costs paid by STATE. STATE will bill CITY/COUNTY quarterly in arrears for any CITY share of electrical facilities expenses shown in Exhibit "A".

2. Exhibit "A" will be amended, as necessary by written concurrence of both parties, to reflect changes to the system.

3. STATE costs and expenses assumed under the terms of this Agreement are conditioned upon the passage of the annual State of California Budget by the Legislature, the allocation of

funding by the California Transportation Commission as appropriate, and the encumbrance of funding to the District Office of STATE to pay the billings by CITY.

4. When a signal facility (pole and appurtenances) identified on Exhibit A is damaged from an errant vehicle, vandalism, act of God, Caltrans will replace the signal facility with standard equipment and invoice the CITY for the percent responsible (as identified in Exhibit "A") of time and materials associated with work necessary to bring the facility back the original operational level.
5. Should STATE or CITY identify the need to make improvements beyond regular maintenance to any signal facility associated with this agreement, early coordination between the two parties will be initiated in order to meet consensus on the need as it relates to law, regulation, or policy. If consensus cannot be reached on the need for the improvement, the proposing party will bear the full expense of the improvement.

6. LEGAL RELATIONS AND RESPONSIBILITIES

- 6.1. Nothing within the provisions of this Agreement is intended to create duties or obligations to or rights in third parties not PARTIES to this Agreement or to affect the legal liability of a PARTY to the Agreement by imposing any standard of care with respect to the operation and maintenance of STATE highways and local facilities different from the standard of care imposed by law.
- 6.2. Neither CITY nor any officer or employee thereof is responsible for any injury, damage or liability occurring by reason of anything done or omitted to be done by STATE, under or in connection with any work, authority or jurisdiction conferred upon STATE arising under this Agreement. It is understood and agreed that STATE shall fully defend, indemnify and save harmless CITY and all of their officers and employees from all claims, suits or actions of every name, kind and description brought forth under, including, but not limited to, tortuous, contractual, inverse condemnation and other theories or assertions of liability occurring by reason of anything done or omitted to be done by STATE under this Agreement with exception of those actions of STATE necessary to cure a noticed default on the part of the CITY.
- 6.3. Neither STATE nor any officer or employee thereof is responsible for any injury, damage or liability occurring by reason of anything done or omitted to be done by CITY under or in connection with any work, authority or jurisdiction conferred upon CITY and arising under this Agreement. It is understood and agreed that CITY shall fully defend, indemnify and save harmless STATE and all of its officers and employees from all claims, suits or actions of every name, kind and description brought forth under, including, but not limited to, tortuous, contractual, inverse condemnation or other theories or assertions of liability occurring by reason of anything done or omitted to be done by CITY under this Agreement.

7. PREVAILING WAGES:

- 7.1. Labor Code Compliance- If the work performed on this Project is done under contract and falls within the Labor Code section 1720(a)(1) definition of a "public work" in that it is construction, alteration, demolition, installation, or repair; or maintenance work under Labor Code section 1771. CITY must conform to the provisions of Labor Code sections 1720 through 1815, and all applicable provisions of California Code of Regulations found in Title 8, Chapter 8, Subchapter 3, Articles 1-7. CITY agrees to include prevailing wage requirements in its contracts for public work. Work performed by CITY own forces is exempt from the Labor Code's Prevailing Wage requirements.
- 7.2. Requirements in Subcontracts - CITY shall require its contractors to include prevailing wage requirements in all subcontracts funded by this Agreement when the work to be performed by the subcontractor is a "public work" as defined in Labor Code Section 1720(a)(1) and Labor Code Section 1771. Subcontracts shall include all prevailing wage requirements set forth in CITY contracts
8. CITY is self insured. CITY agrees to deliver evidence of self-insured coverage in a form satisfactory to STATE, along with a signed copy of the Agreement.
- 8.1. If the work performed under this Agreement is done by CITY's contractor(s), CITY shall require its contractor(s) to maintain in force, during the term of this agreement, a policy of general liability insurance, including coverage of bodily injury liability and property damage liability, naming the STATE, its officers, agents and employees as the additional insured in an amount of \$2 million per occurrence and \$2 million in aggregate, and \$5 million in excess liability. Coverage shall be evidenced by a certificate of insurance in a form satisfactory to the STATE and shall be delivered to the STATE with a signed copy of this Agreement.
9. TERMINATION - This Agreement may be terminated by timely mutual written consent by PARTIES; by either party upon thirty (30) days' notice to the other party.
10. TERM OF AGREEMENT - This Agreement shall become effective on the date first shown on its face sheet and shall remain in full force and effect until amended or terminated at any time upon mutual consent of the PARTIES or until terminated by STATE for cause.

PARTIES are empowered by Streets and Highways Code Section 114 and 130 to enter into this Agreement and have delegated to the undersigned the authority to execute this Agreement on behalf of the respective agencies and covenants to have followed all the necessary legal requirements to validly execute this Agreement.

IN WITNESS WHEREOF, PARTIES hereto have set their hands and seals the day and year first above written.

THE CITY OF TEHACHAPI

STATE OF CALIFORNIA
DEPARTMENT OF TRANSPORTATION

By: _____
Mayor

MALCOLM DOUGHERTY
Director of Transportation

ATTEST:

By: _____
CITY Clerk

By: _____
Deputy District Director
Maintenance District 9

By: _____
CITY Attorney

As to Form and Procedure:
By: _____
Legal Attorney
Department of Transportation

RESOLUTION NO. _____

Resolution of the CITY of TEHACHAPI approving Agreement.

**FOR SHARING COST OF STATE HIGHWAY
ELECTRICAL FACILITIES WITH CITY OF TEHACHAPI**

WHEREAS, the State of California, through its Department of Transportation has presented an Agreement for Cost-Sharing of the State highway in the CITY of TEHACHAPI, effective as of _____, and to remain in effect remain in effect until amended or terminated.

WHEREAS, the CITY Council has heard/read said Agreement in full and is familiar with the contents thereof:

THEREFORE, be it resolved by the CITY Council of the CITY of TEHACHAPI, that said Agreement for Cost-Sharing of the STATE highway in the CITY is hereby approved and the _____ and the CITY clerk are directed to sign the same on behalf of said CITY

ADOPTED this _____ day of _____ 20____.

By _____

Attest:

By _____
CITY CLERK

I hereby certify that the foregoing resolution was duly and regularly passed by the CITY of the CITY of _____, at a regular meeting thereof held _____, 20____.

By _____
CITY CLERK

EXHIBIT "A"
TRAFFIC SIGNAL AND LIGHTING AGREEMENT
Caltrans and CITY of TEHACHAPI
Effective _____, 20____

BASIS OF COST DISTRIBUTION
State-Owned and Maintained
Billed by the State

KER-202-9.34	Intersection of Tehachapi Blvd. / SR 202 / Red Apple Ave.	T.A Signals	ESC80	50%	50%
		4-200W HPS	B1001N, B1001S, B1002S, B1002N	50%	50%
KER-202-8.87	Intersection of Valley Blvd. / SR 202 / Tucker Rd.	T.A. Signals	ESC50	50%	50%
		4-200W HPS	B881E, B881W, B882E, B882W	50%	50%
KER-58-94.18	SR 58 / Tehachapi Blvd. interchange West ramp	T.A. Signals	To be determined after constructed	50%	50%
		Bulbs	To be determined after constructed	50%	50%
KER-58-94.18	SR 58 / Tehachapi Blvd. interchange East ramp	T.A. Signals	To be determined after constructed	50%	50%
		Bulbs	To be determined after constructed	50%	50%



APPROVED

DEPARTMENT HEAD: _____

CITY MANAGER: _____

A handwritten signature in black ink is written over the signature line of the approval box.

COUNCIL REPORTS

MEETING DATE: MAY 18, 2014 AGENDA SECTION: CITY MANAGER

TO: HONORABLE MAYOR SMITH AND COUNCIL MEMBERS

FROM: GREG GARRETT, CITY MANAGER

DATE: MAY 13, 2014

SUBJECT: LANDSCAPING AND LIGHTING ASSESSMENT DISTRICT NO. 1

BACKGROUND

This action by the City Council initiates the process and declares the City's intention to levy assessments within the Landscaping and Lighting District No. 1. This action also sets the time and place for the public hearing on this issue.

The total annual maintenance and administration costs to the District are \$261,767.81. Annual District costs are funded through the assessments placed on the property tax bills.

OPTIONS

There are no alternate options for this item.

RECOMMENDATION

It is recommended that the City Council adopt three resolutions: (1) Initiating procedures for levy and collection of assessments for the Fiscal Year 2015/2016; (2) Preliminary approval of the Engineer's Report, and (3) Declaring the City's intention to levy and collect assessments, which sets the time and place of the public hearing for Monday, June 1, 2015 at 6:00 P.M.

RESOLUTION NO.

A RESOLUTION OF THE CITY COUNCIL OF THE CITY OF TEHACHAPI, CALIFORNIA INITIATING PROCEEDINGS FOR THE LEVY AND COLLECTION OF ASSESSMENTS FOR LANDSCAPING AND LIGHTING DISTRICT NO. 1, FISCAL YEAR 2015/2016, PURSUANT TO THE PROVISIONS OF PART 2 OF DIVISION 15 OF THE CALIFORNIA STREETS AND HIGHWAYS CODE

WHEREAS, The City Council by previous Resolutions formed and levied annual assessments for the Landscaping and Lighting District No. 1 (hereafter referred to as the "District"), pursuant to the provisions of the Landscaping and Lighting Act of 1972, Part 2, Division 15 of the California Streets and Highways Code (commencing with section 22500) (hereafter referred to as the "Act"); and,

WHEREAS, the Act provides the City Council the authority to annually levy and collect assessment for the District on the Kern County tax roll on behalf of the City of Tehachapi to pay the maintenance and services of the improvements and facilities related thereto; and,

WHEREAS, the City Council has retained Willdan Financial Services for the purpose of assisting with the Annual Levy of the District, to prepare and file an Engineer's Annual Levy Report (hereafter referred to as the "Engineer's Report") with the City Clerk in accordance with the Act.

NOW, THEREFORE, BE IT RESOLVED, DETERMINED, AND ORDERED BY THE CITY COUNCIL FOR THE DISTRICT, PURSUANT TO CHAPTER 3, SECTION 22624 OF THE ACT, AS FOLLOWS:

Section 1: The above recitals are true and correct.

Section 2: The City Council hereby orders Willdan Financial Services to prepare and file with the City Clerk the Engineer's Report concerning the levy of assessments for the District for the fiscal year commencing July 1, 2015, and ending June 30, 2016, in accordance with Chapter 3, Section 22622 of the Act.

Section 3: The proposed improvements within the District include: landscaping and park improvements, including but not limited to maintenance, ground cover, shrubs, trees, plants, drainage systems, irrigation systems, ornamental lighting systems, masonry walls or other fencing and associated appurtenances with said improvements. Lighting improvements may include, but are not limited to, electrical energy, lighting fixtures, poles, meters, conduits, electrical cable and associated appurtenances with said improvements. The Engineer's Report describes the improvements and any substantial changes in existing improvements.

Section 4: Assessments: The City Council hereby determines that to provide the improvements generally described in Section 3 of this resolution and to be detailed in the Engineer's Report, it is necessary to levy and collect assessments against lots and parcels within the District for fiscal year 2015/2016 and said assessments shall be outlined and described in the Engineer's Report and imposed pursuant to the provisions of the Act and the California Constitution Article XIID.

PASSED AND ADOPTED at a regular meeting of the City Council of the City of Tehachapi on the 18th day of May, 2015 by the following vote:

AYES: COUNCILMEMBERS: _____

NOES: COUNCILMEMBERS: _____

ABSTAIN: COUNCILMEMBERS: _____

ABSENT: COUNCILMEMBERS: _____

Susan Wiggins, Mayor
of the City of Tehachapi, California

ATTEST:

Tori Marsh
City Clerk of the City of Tehachapi, California

I hereby certify that the foregoing resolution was duly and regularly adopted by the City Council of the City of Tehachapi at a regular meeting thereof held on May 18, 2015.

Tori Marsh
City Clerk of the City of Tehachapi, California

RESOLUTION NO.

**A RESOLUTION OF THE CITY COUNCIL OF THE CITY OF
TEHACHAPI, CALIFORNIA FOR PRELIMINARY APPROVAL OF THE
ENGINEER'S REPORT REGARDING THE PROPOSED LEVY AND
COLLECTION OF ASSESSMENTS FOR THE LANDSCAPING AND
LIGHTING DISTRICT NO. 1, FISCAL YEAR 2015/2016**

WHEREAS, this City Council pursuant to provisions of the Landscaping and Lighting Act of 1972 (commencing with Section 22500) of Division 15 of the California Streets and Highways Code (hereafter referred to as the "Act") did by previous Resolution, order the preparation of an Engineer's Annual Levy Report (hereafter referred to as the "Engineer's Report") for the District known and designated as the Landscaping and Lighting District No. 1 (hereafter referred to as the "District") for fiscal year 2015/2016; and,

WHEREAS, The City Council pursuant to provisions of the Act proposes to levy and collect assessments against lots and parcels of land within the various Tracts of the District for the fiscal year 2015/2016, to pay the maintenance, servicing and operation of the improvements related thereto, and

WHEREAS, there has now been presented to this City Council the Engineer's Report as required by Chapter 3, Section 22623 of said Act; and,

WHEREAS, this City Council has examined and reviewed the Engineer's Report as presented. This City Council is preliminarily satisfied with the budget items and documents as set forth therein and is satisfied that the levy amounts have been spread in accordance with the special benefit received from the improvements, operation, maintenance and services to be performed within the District, as set forth in said Report

NOW, THEREFORE, BE IT RESOLVED, DETERMINED, AND ORDERED BY THE CITY COUNCIL FOR THE DISTRICT, PURSUANT TO CHAPTER 3, SECTION 22624 OF THE ACT, AS FOLLOWS:

Section 1: That the above recitals are true and correct.

Section 2: That the "Engineer's Report" as presented, consists of the following:

- a) A Description of Improvements.
- b) The Annual Budget (Costs and Expenses of Services, Operations and Maintenance).
- c) A diagram of the District that identifies the parcels within the District.
- d) The District Roll containing the proposed levy of assessments for each Assessor Parcel within the District for fiscal year 2015/2016.

Section 3: The "Engineer's Report" as presented or as amended is hereby approved on a preliminary basis, and ordered to be filed in the Office of the City Clerk as a permanent record and to remain open to public inspection.

Section 4: That the City Clerk shall certify to the passage and adoption of this Resolution and the minutes of this meeting shall so reflect the presentation of the Report.

PASSED AND ADOPTED at a regular meeting of the City Council of the City of Tehachapi on the 18th day of May, 2015 by the following vote:

AYES: COUNCILMEMBERS: _____

NOES: COUNCILMEMBERS: _____

ABSTAIN: COUNCILMEMBERS: _____

ABSENT: COUNCILMEMBERS: _____

Susan Wiggins, Mayor
of the City of Tehachapi, California

ATTEST:

Tori Marsh
City Clerk of the City of Tehachapi, California

I hereby certify that the foregoing resolution was duly and regularly adopted by the City Council of the City of Tehachapi at a regular meeting thereof held on May 18, 2015.

Tori Marsh
City Clerk of the City of Tehachapi, California

RESOLUTION NO.

**A RESOLUTION OF THE CITY COUNCIL OF THE CITY OF
TEHACHAPI, CALIFORNIA DECLARING ITS INTENTION TO LEVY
AND COLLECT ASSESSMENTS FOR THE LANDSCAPING AND
LIGHTING DISTRICT NO. 1 FOR FISCAL YEAR 2015/2016**

WHEREAS, The City Council has by previous Resolution initiated proceedings for fiscal year 2015/2016 regarding the levy and collection of assessments for the Landscaping and Lighting District No. 1 (hereafter referred to as the "District"). Pursuant to the provisions of the Landscaping and Lighting Act of 1972, Part 2, Division 15 of the California Streets and Highways Code (commencing with section 22500) (hereafter referred to as the "Act"), assessments for the District shall be levied and collected by the County of Kern for the City of Tehachapi to pay the maintenance and services of the improvements and facilities related thereto; and,

WHEREAS, the proposed District assessments for fiscal year 2015/2016 are less than or equal to the maximum assessments previously approved in accordance with the requirements of the California Constitution, Article XIID; and,

WHEREAS, there has now been presented to this City Council an Engineer's Annual Levy Report (hereafter referred to as the "Engineer's Report"), and said Engineer's Report has been filed with the City Clerk in accordance with the Act; and,

WHEREAS, the City Council has examined and reviewed the Engineer's Report as presented and is satisfied with the District, the budget items and documents as set forth therein and is satisfied that the proposed assessments contained therein, have been spread in accordance with the benefits received from the improvements, operation, maintenance and

services to be performed within the District, as set forth in said Report.

NOW, THEREFORE, BE IT RESOLVED, DETERMINED, AND ORDERED BY THE CITY COUNCIL FOR THE DISTRICT, PURSUANT TO CHAPTER 3, SECTION 22624 OF THE ACT, AS FOLLOWS:

Section 1: That the above recitals are true and correct.

Section 2: The City Council hereby declares its intention to seek the annual levy and collection of assessments within the District pursuant to the Act, over and including the lands, lots and parcels within the District boundary. The City Council further declares its intention to levy and collect assessments on such land to pay the annual costs and expenses of the improvements and services described in Section 4 of this Resolution, for fiscal year 2015/2016.

Section 3: The boundaries of the District are described in the Engineer's Report and are consistent with the boundary established and described in the original formation documents, on file with the City Clerk, and incorporated herein by reference. The District is within the boundaries of the City of Tehachapi, within the County of Kern, State of California and includes the territory known as the Landscaping and Lighting District No.1.

Section 4: The improvements within the District include: ground cover, shrubs, trees, drainage systems, irrigation systems, masonry walls or other fencing, monuments, lighting, and associated appurtenances to improvements within the District. Maintenance means the furnishing of services and materials for the ordinary and usual maintenance, landscaping and appurtenant facilities, including repair, removal or replacement of all or part of any of the landscaping or appurtenant facilities; providing for the satisfactory working condition, life, growth, health and beauty of the improvements, including cultivation, irrigation, trimming, spraying, fertilization and treating for disease or injury; the removal of

trimmings, rubbish, debris and other solid waste. Servicing means the furnishing of water and electricity for the irrigation and control of the landscaping or appurtenant facilities.

Section 5: Assessments: The City Council hereby determines that to provide the improvements generally described in Section 4 of this resolution and to be detailed in the Engineer's Report, it is necessary to levy and collect assessments against lots and parcels within the District for fiscal year 2015/2016 and said assessments shall be outlined and described in the Engineer's Report and imposed pursuant to the provisions of the Act and the California Constitution Article XIID.

Section 6: The proposed assessments for fiscal year 2015/2016, as outlined in the Engineer's Report, do not exceed the maximum assessment approved by the property owners through a property owner balloting proceeding conducted in 2004. As such, the proposed assessments do not constitute an increased assessment and do not require additional property owner approval in accordance with the requirements of the California Constitution, Article XIID.

Section 7: The City Council hereby declares its intention to conduct a Public Hearing concerning the District and the levy of assessments in accordance with Chapter 3, Section 22626 of the Act.

Section 8: Notice is hereby given that a Public Hearing on these matters will be held by the City Council on Monday, June 1, 2015, at 6:00 p.m., or as soon thereafter as feasible in the City Council Chambers, located at 115 So. Robinson Street, Tehachapi.

Section 9: The City Council hereby authorizes and directs the City Clerk to give notice of the time and place of the Public Hearing to the property owners within the District pursuant to Sections 22626, 22552 and 22553 of the Act and 6061 of the Government Code. The City Clerk shall give notice to the property owners by: causing notice of the public

hearing to be published in the local newspaper one time at least 10 days prior to the Public Hearing; and, posting a copy of this resolution on the official bulletin board (s) customarily used for posting such notices.

PASSED AND ADOPTED at a regular meeting of the City Council of the City of Tehachapi on the 18th day of May, 2015 by the following vote:

AYES: COUNCILMEMBERS: _____

NOES: COUNCILMEMBERS: _____

ABSTAIN: COUNCILMEMBERS: _____

ABSENT: COUNCILMEMBERS: _____

Susan Wiggins, Mayor
of the City of Tehachapi, California

ATTEST:

Tori Marsh
City Clerk of the City of Tehachapi, California

I hereby certify that the foregoing resolution was duly and regularly adopted by the City Council of the City of Tehachapi at a regular meeting thereof held on May 18, 2015.

Tori Marsh
City Clerk of the City of Tehachapi, California



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Tehachapi Landscaping and Lighting District No. 1

2015/2016 ENGINEER'S ANNUAL LEVY REPORT

Intent Meeting: May 18, 2015

Public Hearing: June 1, 2015

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AFFIDAVIT FOR THE ENGINEER'S ANNUAL LEVY REPORT

TEHACHAPI LANDSCAPING & LIGHTING DISTRICT NO. 1

This Report describes the District and the relevant zones therein including the improvements, budgets, parcels and assessments to be levied for Fiscal Year 2015/2016 as they existed at the time of the passage of the Resolution of Intention. Reference is hereby made to the Kern County Assessor's maps for a detailed description of the lines and dimensions of parcels within the District. The undersigned respectfully submits the enclosed Report as directed by the City Council.

Dated this _____ day of _____, 2015.

Willdan Financial Services
Assessment Engineer
On Behalf of the City of Tehachapi

By: _____

Josephine Perez-Moses, Senior Project Manager
District Administration Services

By: _____

Richard Kopecky
R.C.E. # 16742

TABLE OF CONTENTS

I.	OVERVIEW.....	1
	A. Introduction.....	1
	B. Historical Background	1
	C. General Description of the District.....	2
	D. Improvements Authorized by the 1972 Act	3
	E. District Boundaries.....	4
	F. Description of District Improvements and Services	5
II.	METHOD OF APPORTIONMENT	9
	A. Methodology	9
	B. Benefit Analysis.....	10
	C. Assessment Methodology	12
	D. Assessment Range Formula	16
III.	DISTRICT BUDGET	18
APPENDIX A — DISTRICT ASSESSMENT DIAGRAM		20
APPENDIX B — ASSESSMENT ROLL.....		21

I. OVERVIEW

A. Introduction

The City of Tehachapi (“City”) annually levies and collects special assessments in order to provide annual maintenance for parks, landscaping and lighting improvements within the Landscaping and Lighting District No. 1 (“District”), pursuant to the *Landscaping and Lighting Act of 1972, Part 2 of Division 15 of the Streets and Highways Code* (“Act”) and in compliance with the substantive and procedural requirements of the *California State Constitution Article XIID* (“Constitution”). The District was formed in 2004, and provides funding for services required to maintain landscaping and lighting improvements and associated appurtenances located within the District boundaries.

This Engineer’s Annual Levy Report (“Report”) describes the District, any changes to the District and the proposed assessments for Fiscal Year 2015/2016. The proposed assessments are based on the estimated cost to maintain the improvements that provide a special benefit to properties within the District. The District budget identifies the estimated expenditures, deficits, surpluses, revenues and fund balances used to calculate the annual assessment for properties within the District. Each parcel within the District is assessed proportionately for those improvements provided by the District from which the parcel receives special benefit.

For the purposes of this Report, the word “parcel” refers to an individual property assigned its own Assessor’s Parcel Number (“APN”) by the Kern County Assessor’s Office. The Kern County Auditor/Controller uses APN’s and specific Fund Numbers to identify, on the tax roll, properties assessed for special district benefit assessments.

Following consideration of public comments and written protests at a public hearing, the City Council (“Council”) will review the Engineer’s Annual Levy Report and may order amendments to the Report or confirm the Report as submitted. Following final approval of the Report, and confirmation of the assessments, the Council may order the levy and collection of assessments for Fiscal Year 2015/2016 pursuant to the Act and as outlined in the approved Report. In such case, the assessment information will be submitted to the County Auditor/Controller, and included on the property tax roll for each parcel in Fiscal Year 2015/2016.

B. Historical Background

The District was originally formed in Fiscal Year 2003/2004 after the City initiated and conducted property owner protest ballot proceedings for the District in compliance with the substantive and procedural requirements of the Constitution.

At the conclusion of the Public Hearing on December 15, 2003, the property owner ballots returned were tabulated. The tabulation of the ballots indicated that the property owners approved the maximum assessment rate and the assessment range formula. The District originally consisted of the lots, parcels and tracts of land located in the subdivision area known as Heritage Oaks, which contains the single-family residential tract, Tract 6062 "Original District".

In subsequent years, the City initiated and conducted property owner protest ballot proceedings for the annexation of additional subdivisions to the District in compliance with the substantive and procedural requirements of the Constitution. In 2004, Tracts 6212, 6215, 6216 and 6248, respectively were annexed as Zones 1 through 4. In 2006, Tracts 5812 and 4927, respectively, were annexed to the District as Zones 5 and 6. Tract Numbers 6360, 6507, 6723-A and 6497 were annexed in 2007, as Zones 7, 8, 9, and 11, respectively. Parcel Map 11353 was annexed in 2008, as Zone 14C, and Parcel Map 10997 was annexed in 2014, as Zone 13C.

At the conclusion of each of the annexation public hearings, the property owner ballots returned were tabulated. The tabulation of the ballots indicated that the property owners of each of the twelve subdivisions approved the special benefit maximum assessment rate ("Maximum Assessment") for maintaining the improvements within the zones of the District. Although the actual assessment amount approved by each property owner varied with their proportionate benefits, the Maximum Assessments approved by the property owners established an initial maximum assessment rate for each zone and included the Assessment Range Formula, as further described in this Report, currently applied to each zone in the District. The Maximum Assessments are subject to the application of an assessment range formula that includes an annual inflationary adjustment of three percent (3%) for the Original District and an annual inflationary adjustment based upon the Consumer Price Index, for all Urban Consumers, for the Los Angeles-Orange-Riverside County Area as determined by the United States Bureau of Labor Statistics, or its successor ("CPI") for Zones 1 – 9, 11, 13C and 14C.

C. General Description of the District

The District consists of the lots, parcels and subdivisions of land located within the single-family residential subdivisions known as Tract 6062, 6212, 6215, 6216, 6248, 5812, 4927, 6360, 6507, 6723-A and 6497, and commercial property known as Parcel Map 11353 and Parcel Map 10997 (individually referred to as "Tract" and collectively as "Tracts"). Each Tract represents a zone of benefit within the District. The properties within the District include single-family residential parcels, non-residential parcels, a proposed church site, landscape easements and an open space area to be used as a proposed drainage sump.

The purpose of the District is to ensure the ongoing maintenance, operation and servicing of a proposed drainage sump, local perimeter landscaping and street lighting improvements installed in connection with development of properties within the District. Park improvements located adjacent to the District are also included within the list of proposed improvements. This District will provide the financial mechanism (annual assessments) by which the ongoing operation and maintenance of these improvements will be funded.

The District structure, proposed improvements, method of apportionment and assessments described in this Report are based on current development and improvement plans including the estimated direct expenditures, incidental expenses and reserves associated with the maintenance and servicing of the improvements.

D. Improvements Authorized by the 1972 Act

As applicable or may be applicable to this proposed District, the 1972 Act defines improvements to mean one or any combination of the following:

- The installation or planting of landscaping.
- The installation or construction of statuary, fountains, and other ornamental structures and facilities.
- The installation or construction of public lighting facilities.
- The installation or construction of any facilities which are appurtenant to any of the foregoing or which are necessary or convenient for the maintenance or servicing thereof, including, but not limited to, grading, clearing, removal of debris, the installation or construction of curbs, gutters, walls, sidewalks, or paving, or water, irrigation, drainage, or electrical facilities.
- The maintenance or servicing, or both, of any of the foregoing.
- The acquisition of any existing improvement otherwise authorized pursuant to this section.

Incidental expenses associated with the improvements including, but not limited to:

- The cost of preparation of the report, including plans, specifications, estimates, diagram, and assessment;
- The costs of printing, advertising, and the publishing, posting and mailing of notices;
- Compensation payable to the County for collection of assessments;
- Compensation of any engineer or attorney employed to render services;
- Any other expenses incidental to the construction, installation, or maintenance and servicing of the improvements;
- Any expenses incidental to the issuance of bonds or notes pursuant to Section 22662.5.

- Costs associated with any elections held for the approval of a new or increased assessment.

The 1972 Act defines "Maintain" or "maintenance" to mean furnishing of services and materials for the ordinary and usual maintenance, operation, and servicing of any improvement, including:

- Repair, removal, or replacement of all or any part of any improvement.
- Providing for the life, growth, health, and beauty of landscaping, including cultivation, irrigation, trimming, spraying, fertilizing, or treating for disease or injury.
- The removal of trimmings, rubbish, debris, and other solid waste.
- The cleaning, sandblasting, and painting of walls and other improvements to remove or cover graffiti.

Borrow an amount necessary to finance the estimated cost of the proposed improvements. The amount borrowed, including amounts for bonds issued to finance the estimated cost of the proposed improvements.

E. District Boundaries

The District consists of non-contiguous areas located within the boundaries of the City of Tehachapi, including Tracts 6062, 6212, 6215, 6216, 6248, 5812, 4927, 6360, 6507, 6723-A and 6497 as well as Parcel Map 11353 and Parcel Map 10997 and their respective boundaries.

Original District – Tract 6062 is generally situated south of Pinon Street, north of Sutter Street and east of Ponderosa Drive.

Zone 1 – Tract 6212 is generally situated south and contiguous to the Valley Boulevard extension, north of Pinon Road, east of Curry Street and west of Dennison Road.

Zone 2 – Tract 6215 is generally situated north of Highline Road and south of Pinon Street and east of Ponderosa Drive.

Zone 3 – Tract 6216 is generally situated on the west side of Curry Street between Highline Road and Pinon Street.

Zone 4 – Tract 6248 is generally situated on the northeast corner of South Robinson Street and Holly Drive.

Zone 5 – Tract 5812 is generally situated on the southeast corner of Georgia Street and south of Dennison Road.

Zone 6 – Tract 4927 is generally situated on Mulberry Street, south of Valley Boulevard.

Zone 7 – Tract 6360 is generally situated north of “D” Street, and east of Mill Street.

Zone 8 – Tract 6507 is generally situated North of Pinon Street and West of Applewood Drive.

Zone 9 – Tract 6723-A is generally situated south of Cummings Valley Boulevard, north of Pinon Street.

Zone 11 – Tract 6497 is generally situated north of Highline Road, west of Dennison Road.

Zone 14C – Parcel Map 11353 is generally situated on Tehachapi Boulevard east of Dennison Road.

Zone 13C – Parcel Map 10997 is generally situated on Industrial Parkway and North Curry Street.

F. Description of District Improvements and Services

The District provides the ongoing maintenance, operation and servicing of proposed drainage sumps, local perimeter landscaping and street lighting improvements installed in connection with development of properties within the District boundaries. These improvements may include, but are not limited to, materials, equipment, utilities, labor and appurtenant facilities related to those improvements. These improvements include the necessary service, operation, administration, and maintenance required to keep the improvements in satisfactory condition. The improvements generally include the following:

Landscape and Public Street Lighting Improvements:

The landscaping improvements may include, but are not limited to, the landscaping material and facilities within the District. These improvements include ground cover, shrubs, trees, plants, irrigation and drainage systems, ornamental lighting structures, masonry walls or other fencing, entryway monuments and associated appurtenant facilities located within the individual zones. The street lighting improvements may include, but are not limited to, electrical energy, lighting fixtures, poles, meters, conduits, electrical cable and associated appurtenant facilities located within the individual zones.

Original District

- Landscape maintenance for entry medians located at Wyman Road and Brandon Lane.
- Perimeter landscape maintenance along Ponderosa Drive, Pinon Street and Sutter Street, immediately adjacent to the District, totaling approximately 61,740 square feet.
- The street lighting (twenty-seven 9,500 lumen lights) on the residential streets within the Original District.
- Public street lighting and other public lighting facilities (five, 16,000 lumen lights) on the streets surrounding or adjacent to the development and other public areas associated or necessary for development of properties within the Original District.

Zone 1

- Perimeter landscape maintenance totaling approximately 10,000 square feet along Valley Boulevard and landscaping located adjacent to the proposed drainage sump including periodic weed removal.
- Drainage sump totaling approximately 19,350 square feet.
- The street lighting (seventeen, 9,500 lumen lights) on residential streets within the Zone.
- Public street lighting and other public lighting facilities (five, 16,000 lumen lights) on Valley Boulevard surrounding or adjacent to the development and other public areas associated or necessary for development of properties within the Zone.

Zone 2

- Perimeter landscape maintenance totaling approximately 48,696 square feet along Highline Road, Sutter Street and Manzanita Lane.
- The street lighting (nineteen, 9,500 lumen lights) on residential streets within the Zone.

Zone 3

- Landscaping totaling approximately 11,572 adjacent to the rear of lots 1, 2 and 3. Also landscaping located adjacent to the proposed drainage sump on Pinon Street and drainage swale on the western side of the development including periodic weed removal.
- Perimeter landscaping totaling approximately 52,000 square feet along Highline Road, Curry Street, Pinon Street and adjacent to the rear of lots 1, 2, and 3.
- Entrance landscaping at Stetson Shadow Drive and East Orchard Parkway totaling approximately 23,000 square feet.
- Landscaping on Alder and South Alder Avenues totaling approximately 24,000 square feet.
- Landscaping of proposed drainage sump totaling approximately 3,000 square feet.

- The street lighting (sixty-seven, 9,500 lumen lights) on residential streets within the Zone.
- Public street lighting and other public lighting facilities (nine, 16,000 lumen lights) on Curry Street and Pinon street surrounding or adjacent to the development and other public areas associated or necessary for development of properties within the Zone.

Zone 4

- Perimeter landscape maintenance along “D” and South Robinson Streets and a drainage basin on the southeastern corner of “D” Street and South Robinson Street including periodic weed removal, totaling approximately 14,000 square feet.
- Drainage sump totaling approximately 7,400 square feet.
- The street lighting (three, 9,500 lumen lights) on residential streets within the Zone.
- Public street lighting and other public lighting facilities (three, 16,000 lumen lights) on South Robinson Street adjacent to the development and other public areas associated or necessary for development of properties within the Zone.

Zone 5

- Perimeter landscaping along Georgia Street, S. Dennison Road, and Pinon Street totaling approximately 64,000 square feet.
- Drainage retention basin totaling approximately 55,000 square feet.
- The street lighting (seventy-two, 9,500 lumen lights) on residential streets within the Zone.
- Public street lighting and other public lighting facilities (twenty-three, 16,000 lumen lights) on Georgia Street, S. Dennison Road, and Pinon Street surrounding or adjacent to the development and other public areas associated or necessary for development of properties within the Zone.

Zone 6

- The street lighting on residential streets within the Zone.
- Public street lighting and other public lighting facilities (six, 9,500 lumen lights) on Mulberry Street surrounding or adjacent to the development and other public areas associated or necessary for development of properties within the Zone.

Zone 7

- Streetscape located adjacent to the north side of “D” Street, as well as adjacent to the east side of Mill Street, totaling 1,705 square feet.
- Street lighting on residential streets located on the east side of Mill Street (two, 9,500 lumen lights on decorative poles) and on the north side of “D” Street (two, 9,500 lumen lights on decorative poles) within the Zone.

Zone 8

- Streetscape located and improvements located adjacent to the west side of Applewood Drive and to the north side of Pinon Street totaling approximately 16,665 square feet.
- The street lighting (seven, 16,000 lumens (150 watt) High Pressure Sodium Vapor Lamps on concrete poles) on residential streets within the Zone.

Zone 9

- Landscape Maintenance for park site generally beginning at the north property line of Lot No.1, southerly, adjacent to the west tract boundary, to the south property line of Lot No. 74, approximately 11,121 square feet.
- Landscape Maintenance for park site beginning at the north property line of Lot No.1, northerly, adjacent to the west tract boundary, to Cummings Valley Boulevard approximately 8,023 square feet.
- The street lighting (Nine, 9,500 lumen lights (100 watt) High Pressure Sodium Vapor Lamps on concrete poles); (Six, 16,000 lumen lights (150 watt) High Pressure Sodium Vapor Lamps on concrete poles) on residential streets within the Zone.

Zone 11

- Streetscape located adjacent to west side of Dennison Road, and adjacent to the north side of the Grand Teton Lane totaling approximately 12,457 square feet.
- Streetscape located adjacent to the southwest corner of Conagree Drive and Bryce Court (Lot No. 59 and 60), located adjacent to the north side of Bryce Court (Lot No. 50), located adjacent to the southwest corner of Conagree Drive and Yellowstone Lane, (Lot No. 48), located adjacent to the east side of Biscayne Drive (Lot No.27), located adjacent to the north side of Sutter Street (Lot No. 26), totaling approximately 5,048.5 square feet.
- Streetscape located between Conagree Drive and Dennison Road (Parcel A) approximately 3,080 square feet.
- Median Landscaping located at Grand Teton Lane 1,785 square feet.
- Landscaping multi-purpose path through center of project site connecting with Morris Park (between Lot Nos. 13 and 14; 43 and 44; 33 and 54; 32 and 55 totaling 8,522 square feet.
- The street lighting (Nine, 9,500 lumen lights (100 watt) High Pressure Sodium Vapor on concrete poles), adjacent to Biscayne Drive, Yellowstone Lane, & Katmai Court. As well as the street lighting (Four, 16,000 lumen lights (150 watt) High Pressure Sodium Vapor Lamps on concrete poles) adjacent to Dennison Road.

Zone 13C

- The street lighting (Six - 5,800 lumen High Pressure Sodium Vapor Lamps on concrete poles) located throughout the development.

Zone 14C

- Streetscape located adjacent to Tehachapi Boulevard totaling approximately 2,600 square feet.
- The street lighting (Seven - 5,800 lumen High Pressure Sodium Vapor Lamps on concrete poles) located throughout the development.

Park Improvements:

The park improvements may include, but are not limited to, the maintenance of the park landscaping including, but not limited to, ground cover, shrubs, trees, plants, irrigation and drainage systems, ornamental lighting structures, masonry walls or other fencing and associated appurtenant facilities located with the:

Zones 1, 2 4, 7, 8, 9, and 11

- Neighborhood Park adjacent to the District boundaries totaling approximately 4.1 acres or 178,596 square feet.

Zone 3

- Paseo Park totaling approximately 2.7 acres or 121,000 square feet.
- Proposed linear and pocket parks totaling approximately 82,000 square feet.

The parcels within the District are assessed proportionately for the costs associated with the improvements and services provided through the District that provides a special benefit to each parcel assessed, utilizing the method of apportionment described in Section II of this Report.

II. METHOD OF APPORTIONMENT

A. Methodology

The Act permits the establishment of assessment districts by agencies for the purpose of providing certain public improvements, which include the construction, maintenance, and servicing of public lights, landscaping, parks, open space areas and appurtenant facilities. The Act further requires that the cost of these improvements be levied according to benefit rather than assessed value:

“The net amount to be assessed upon lands within an assessment district may be apportioned by any formula or method which fairly distributes the net amount among all assessable lots or parcels in proportion to the estimated benefits to be received by each such lot or parcel from the improvements.”

Furthermore, Article XIID Section 4 of the Constitution states that:

“The proportionate special benefit derived by each identified parcel shall be determined in relationship to the entirety of the capital cost of the public improvement, the maintenance and operation expenses of the public improvement, or the cost of the property related service being provided.”

The formula used for calculating assessments reflects the composition of the parcels and the improvements and services provided within the District to fairly apportion the costs based on estimated special benefit to each parcel.

B. Benefit Analysis

Each of the improvements, the associated costs and assessments of the District have been reviewed, identified and allocated based on special benefit pursuant to the provisions of the Act and the Constitution. The improvements associated with this District have been identified as necessary, required and/or desired for the orderly development of the properties within the District to their full potential, consistent with the proposed development plans. As such, these improvements would be necessary and required of individual property owners for the development of such properties, and the ongoing operation, servicing and maintenance of these improvements would be the financial obligation of those properties. Therefore, the improvements and the annual costs of maintenance and operation of the improvements are of special benefit to the properties in the District.

The method of apportionment (method of assessment) is based on the premise that each assessed parcel within the District receives special benefit from the improvements within the Zone where the parcel is located as well as from adjacent landscaping, park and public street lighting improvements. The desirability and security of properties is enhanced by the presence of street lighting, well maintained landscaping and open space areas in close proximity to those properties.

The special benefits of landscaping, park improvements and open space improvements within the District are specifically:

1. Enhanced desirability of properties through association with the improvements;
2. Improved aesthetic appeal of properties providing a positive representation of the area;
3. Enhanced adaptation of the urban environment within the natural environment from adequate green space, open space areas and landscaping;
4. Environmental enhancement through improved erosion resistance, dust and debris control, and fire prevention;

5. Increased sense of pride in ownership of property within the District resulting from well-maintained improvements associated with the properties;
6. Reduced criminal activity and property-related crimes (especially vandalism) against properties in the District through well-maintained surroundings and amenities including abatement of graffiti; and,
7. Enhanced environmental quality of the parcels by moderating temperatures, providing oxygenation and attenuating noise.

The special benefits of street lighting are the convenience, safety, and security of property, improvements, and goods. Specifically:

1. Enhanced deterrence of crime and the aid to police protection;
2. Increased nighttime safety on roads and streets;
3. Improved ability of pedestrians and motorists to see;
4. Improved ingress and egress to property;
5. Reduced vandalism and other criminal act and damage to improvements or property;
6. Improved traffic circulation and reduced nighttime accidents and personal property loss; and,
7. Increased promotion of business during nighttime hours in the case of commercial properties.

The preceding special benefits contribute to a special enhancement and desirability of each of the assessed parcels within the District. Although the improvements may include landscaping and lighting improvements and other amenities available or visible to the public at large, the construction and installation of these improvements are only necessary for the development of properties within the District and are not required nor necessarily desired by any properties or developments outside the District boundary. Therefore, any public access or use of the improvements by others is incidental and there is no measurable general benefit to properties outside the District or to the public at large.

Park Improvement Benefit

For the 4.1-acre neighborhood park improvements, the special benefit to the District is determined based on the potential use each Zone within the District will receive from park improvements. The neighborhood park is proposed to be a public park with special benefit to Zones 1, 2, 4, 7, 8, 9, and 11 based on the ratio of the parcels within those Zones to the proposed parcels located in the adjacent Zones as follows:

- Zone 1, 19%
- Zone 2, 8%
- Zone 4, 5%
- Zone 7, 1%
- Zone 8, 1%
- Zone 9, 1%
- Zone 11, 1%

Each Tract's percentages represent the portion of the park maintenance that is considered special benefit and will be assessed to the parcels within the respective tracts.

Due to the size and location of the 2.7-acre Paseo Park improvement located in Zone 3, it is estimated that there will be some use of the park by neighboring property owners not in the District. Therefore, the special benefit to the parcels in Zone 3 for the Paseo Park improvements is limited to 75% with the remaining 25% as general benefit.

For Zones 5 and 6, the special benefit from park improvements is determined based on the potential use the property owners within the Tracts will receive from the park improvements. Based on a Park and Recreation Study prepared in 2005, the City of Tehachapi and the local community have a standard of approximately 3 acres per 1,000 residents. Using this projection, the total number of acres and future population, 1% and 9% of the maintenance costs of new and future park improvements will be considered special benefit to Zones 5 and 6, respectively.

C. Assessment Methodology

The method of apportionment for each Zone within the District calculates the receipt of special benefit from the respective improvements based on the actual or proposed land use of the parcels within the District. The special benefit received by each lot or parcel is equated to the overall land use of the parcel based on the parcel's actual land use or proposed planned development, and is reliant upon the special benefit received from the improvements planned for each Zone within the District.

To identify and determine the special benefit to be received by each parcel, it is necessary to consider the entire scope of the District improvements as well as individual property development within each Zone of the District. The costs associated with the improvements shall be fairly distributed among the parcels based upon the special benefit received by each parcel within each Zone. Additionally, in compliance with the Constitution, each parcel's assessment may not exceed the reasonable cost of the proportional special benefit conferred to that parcel. The benefit formula used to determine the assessment obligation is therefore based upon both the improvements that benefit the parcels within each Zone of the District as well as the proposed land use of each property as compared to other parcels that benefit from those specific improvements.

Equivalent Benefit Units

To assess benefits equitably, it is necessary to relate the different type of parcel improvements to each other. The Equivalent Benefit Unit (EBU) method of assessment apportionment uses the single-family home site as the basic unit of assessment. A single-family home site equals one Equivalent Benefit Unit (EBU). Every other land use is converted to EBUs based on an assessment formula that equates the property's specific development status, type of development (land use), and size of property, as compared to a single-family home site.

The EBU method of apportioning benefit is typically seen as the most appropriate and equitable assessment methodology for districts formed under the Act, as the benefit to each parcel from the improvements are apportioned as a function of land use type, size and development.

EBU Application by Land Use:

Single-Family Residential – This land use is defined as fully subdivided residential home site with or without a structure or planned single-family residential lot as identified by a submitted or approved tentative tract map or final tract map. This land use is assessed 1.0 EBU per lot or parcel. This is the base value that other land use types are compared and weighted against (i.e. Equivalent Benefit Unit or EBU).

Multi-Family Residential – This land use is defined as a fully subdivided residential parcel that has more than one residential unit developed on the property or planned residential lot as identified by a submitted or approved tentative tract map or final tract map. This land use is assessed 1.0 EBU per dwelling unit.

Developed Commercial – This land use is defined as property developed for either commercial or industrial use. This type of property receives greater benefit than Single Family or Multi-Family property due to typically larger lot size in relation to residential properties. With typical Single-Family Residential lot sizes at .25 acre,

Developed Commercial land use type is assessed at 4.0 EBU per gross acre. Parcels less than .25 acre are assigned a minimum of 1.0 EBU and there is no maximum acreage cap, as is the case with Vacant Non-Residential Property.

Non-Profit Parcels – This land use is defined as property developed for non-profit activities, such as Churches or Lodges. This type of property does receive benefit from the District improvements but at a rate that coincides with the sporadic intensity of people use for the parcel. Non-Profit land use type is assessed at 0.25 EBU per gross acre. Parcels less than 1.0 gross acre area assigned a minimum of 0.25 EBU.

Vacant Residential – This land use is defined as property currently zoned for residential development, but a tentative or final tract map has not been submitted and/or approved. This land use is assessed at 0.5 EBU per parcel.

Vacant Non-Residential – This land use is defined as property currently zoned for any non-residential use, but a tentative or final tract map has not been submitted and/or approved. This land use is assessed at 1.0 EBU per gross acre. Parcels less than 1.0 gross acre are assigned a minimum of 1.0 EBU. Parcels over 50 gross acres are assigned a maximum of 50 EBU.

Exempt Parcels – This land use identified properties that are not assessed and are assigned 0.0 EBU. This land use classification may include, but is not limited, to lots or parcels identified as public streets and other roadways (typically not assigned an APN by the County); dedicated public easements, open space area and right-of-ways; common areas, sliver parcels and bifurcated lots or any other property that cannot be developed; park properties and other publicly owned properties that are part of the District improvements and are therefore exempted from assessment.

The following table provides a listing of land use types, land use code designations, the Equivalent Benefit Unit factor applied to that land use type, and the multiplying factor used to calculate each parcel's individual EBU.

Land Use Codes and Equivalent Benefit Units

Property Type	Land Use Code	Equivalent Benefit Units	Multiplier
Single Family Residential	SFR	1.00	Lot/Parcel
Multi-Family Residential	MFR	1.00	Unit
Developed Commercial	COM	4.00	Gross Acre
Non-Profit Parcel	NP	0.25	Gross Acre
Vacant Residential	RV	0.50	Lot/Parcel
Vacant Non-Residential	NRV	1.00	Gross Acre
Exempt Parcel	XMT	0.00	Parcel

The benefit formula applied to parcels within each Zone of the District is based on the preceding Equivalent Benefit Unit (EBU) table. Each parcel's EBU correlates the parcel's special benefit received as compared to the other parcels benefiting from the improvements of the Zone.

The following formula is used to calculate each parcel's EBU (proportional benefit).

$$\text{Parcel Type EBU} \times \text{Acreage/Dwelling Units/Parcel/Lot} = \text{Parcel EBU}$$

For each Zone, the total number of Equivalent Benefit Units ("EBU"s) is the sum of the individual EBUs applied to the parcels that receive a special benefit from the improvements. An assessment amount per EBU ("Rate") is established by taking the total cost of the improvements (including administration costs) and dividing that amount by the total number of EBUs of the parcels benefiting from the improvements. This Rate is then applied back to each parcel's individual EBU to determine the parcel's proportionate benefit and assessment obligation.

Total Balance to Levy / Total EBU = Rate per EBU

Rate per EBU x Parcel EBU = Parcel Levy Amount

D. ASSESSMENT RANGE FORMULA

Any new or increased assessment requires certain noticing and meeting requirements by law. Prior to the passage of Proposition 218 (*California Constitution Articles XIII C and XIII D*), legislative changes in the Brown Act defined a "new or increased assessment" to exclude certain conditions. These conditions included "any assessment that does not exceed an assessment formula or range of assessments previously adopted by the agency or approved by the voters in the area where the assessment is imposed." This definition and conditions were later confirmed through Senate Bill 919 (Proposition 218 implementing legislation).

The purpose of establishing an Assessment Range Formula is to provide for reasonable increases and annual inflationary adjustment to the Assessments without requiring costly noticing and mailing procedures, which could add to the District costs and Assessments. For the Original District, the approved annual adjustment to the Assessment per EBU is three percent (3%). For Zones 1 – 9 and 11, the approved annual adjustment to the Assessment per EBU is proposed to increase each year based upon the CPI. The Engineer shall compute the percentage difference between the CPI for January of each year and the CPI for the previous January. For Zone 13C, the Engineer shall compute the percentage difference between the CPI for February of each year and the CPI for the previous February or CPUC rates for the previous February, and shall then adjust the existing assessment by an amount not to exceed such percentage for the following fiscal year. For Zone 14C, the Engineer shall compute the percentage difference between the CPI for February of each year and the CPI for the previous February and shall then adjust the existing Assessment by an amount not to exceed such percentage for the following fiscal year. Should the Bureau of Labor Statistics revise such index or discontinue the preparation of such index, the Engineer shall use the revised index or a comparable system as approved by the City Council for determining fluctuations in the cost of living. The CPI for January did not increase based on January 2014 and January 2015 indices. The CPI increase for February is 0.10% which is based on February 2014 and February 2015 Indices. There was no increase for the CPUC from Fiscal Year 2014.

The Assessment Range Formula shall be applied to the future Assessments within the District. Generally, if the proposed annual assessment (levy per EBU) for the current fiscal year is less than or equal to the calculated Maximum Assessment, then the proposed annual assessment is not considered an increased assessment. The Maximum Assessment Rate for each Zone is equal

to the initial Assessment (approved by property owners within each Zone of the District) adjusted annually by the approved inflation index.

Each fiscal year the Maximum Assessment will be recalculated and a new Maximum Assessment established for each Zone in the District.

The Maximum Assessment is adjusted annually and is calculated independent of the District's annual budget and proposed annual assessment. Any proposed annual Rate per EBU that is less than or equal to this Maximum Assessment is not considered an increased assessment, even if the proposed assessment is greater than the assessment applied in the prior fiscal year.

Although the Maximum Assessment will increase each year, the actual applied assessment rate per EBU may remain unchanged. The Maximum Assessment adjustment is designed to establish a reasonable limit on annual assessment increases. The Maximum Assessment calculated each year does not require or facilitate an increase to the annual assessment and neither does it restrict assessments to the Maximum Assessment. For each Zone, if the budget and applied assessment rate calculated for any fiscal year do not require an increase, or the increase is less than the adjusted Maximum Assessment, then the required budget and assessment rate may be applied without additional property owner balloting. If the budget and assessment rate calculated require an increase greater than the current Maximum Assessment, then the assessment is considered an increased assessment and would be subject to property owner protest balloting in compliance with the Constitution.

III. DISTRICT BUDGET

Levy Components	City of Tehachapi L&L DISTRICT #1					
	Total Budget	Original District	Zone 1 Tract 6212	Zone 2 Tract 6215	Zone 3 Tract 6216	Zone 4 Tract 6248
DIRECT COSTS						
Landscape Maintenance Contract	0.21 \$	131,761.47 \$	17,850.00 \$	6,247.50 \$	12,967.50 \$	63,525.00 \$
Landscape Utilities	0.031	71,583.97	13,880.28	1,751.00	10,609.00	17,039.29
Sprinkler Repair & Replacement	0.03	10,887.00	1,050.00	367.50	997.50	5,775.00
Tree and Plant Replacement	0.06	17,419.20	1,680.00	588.00	1,596.00	9,240.00
Miscellaneous Parts, Equipment and Replacements	0.02	4,354.80	420.00	147.00	399.00	2,310.00
Park Maintenance (Neighborhood Park and Pascoe Park)	0.19	53,317.50	-	-	3,990.00	34,650.00
Drainage Sump Maintenance		12,721.00	1,500.00	2,721.00	5,000.00	2,000.00
Street Lights		44,168.63	14,111.00	5,562.00	2,369.00	3,708.00
Total Direct Costs		\$ 346,213.67	\$ 60,491.28	\$ 17,384.00	\$ 37,928.00	\$ 138,247.29
ADMINISTRATION COSTS						
Levy Administration and Professional Services	0.55 \$	6,221.00 \$	747.51 \$	679.55 \$	827.82 \$	2,316.66 \$
County Collection Fee		222.19	26.82	24.85	29.48	82.50
City Overhead and Administration	2.43	22,941.81	3,297.16	1,135.20	2,476.76	9,027.76
Total Administration Costs		\$ 29,385.00	\$ 4,071.29	\$ 1,839.60	\$ 3,334.06	\$ 11,426.92
COLLECTIONS/(CREDITS) APPLIED TO LEVY						
TOTAL DIRECT AND ADMIN COSTS		\$ 375,598.67	\$ 64,562.57	\$ 19,223.60	\$ 41,262.06	\$ 149,674.21
Reserve Collection/(Transfer)		(106,221.26)	(28,360.44)	-	(12,856.74)	(50,722.21)
Capital Improvement Fund Collection/(Transfer)		-	-	-	-	-
General Fund Loans Repayment/(Advances)		-	-	-	-	-
Other Revenues/General Fund (Contributions)		(7,609.50)	-	-	-	(7,609.50)
Total Collections/(Credits)		\$ (113,830.76)	\$ (28,360.44)	\$ -	\$ (12,856.74)	\$ (58,331.71)
Balance to Levy (Budgeted)		\$ 261,767.91	\$ 26,202.13	\$ 19,223.60	\$ 28,405.32	\$ 91,342.50
Applied to Levy (Rounded)		\$ 261,767.92	\$ 26,202.14	\$ 19,223.60	\$ 28,405.32	\$ 91,342.50
DISTRICT STATISTICS						
Total Parcels		1,040	124	110	136	388
Total Parcels Levied		1,007	121	110	134	375
Total Equivalent Benefit Units		1,393.19	121.25	110.00	134.00	375.00
Applied Levy per Benefit Unit		\$ 216.100	\$ 174.760	\$ 211.980	\$ 211.980	\$ 243.680
Prior Year Levy per Benefit Unit		\$ 209.80	\$ 146.05	\$ 211.98	\$ 243.58	\$ 243.58
Maximum Levy per Benefit Unit (Prior Fiscal Year)		\$ 216.106	\$ 276.937	\$ 211.999	\$ 243.584	\$ 453.900
Inflationary Factor Applied to Maximum Rate		\$ 3.00%	\$ 0.00%	\$ 0.00%	\$ 0.00%	\$ 0.00%
		\$ (0.006)	\$ (101.177)	\$ (0.019)	\$ (0.004)	\$ (453.900)
FUND BALANCE INFORMATION						
Estimated Beginning Reserve Fund Balance		\$ (74,368.11)	\$ (56,828.38)	\$ 142,426.82	\$ (89,899.96)	\$ (53,922.99)
Reserve Fund Adjustments		(106,221.26)	(28,360.44)	-	(12,856.74)	(50,722.21)
Estimated Ending Reserve Balance		\$ (180,589.37)	\$ (85,188.82)	\$ 142,426.82	\$ (102,756.70)	\$ (104,645.20)
						\$ 36,210.80

Levy Components	City of Tehachapi L&L DISTRICT #1							Zone 13C Parcel Map 10997
	Zone 5	Zone 6	Zone 7	Zone 8	Zone 9	Zone 11	Zone 14C Parcel Map 11353	
DIRECT COSTS	Tract 5812	Tract 4927	Tract 6360	Tract 6507	Tract 6723-A	Tract 6497		
Landscape Maintenance Contract	\$ 26,908.75	\$ -	\$ 2,139.46	\$ -	\$ -	\$ -	\$ 2,123.26	\$ -
Landscape Utilities	24,825.06	-	904.34	-	-	-	2,575.00	-
Sprinkler Repair & Replacement	2,446.25	-	125.85	-	-	-	124.90	-
Tree and Plant Replacement	3,914.00	-	201.36	-	-	-	199.84	-
Miscellaneous Parts, Equipment and Replacements	978.50	-	50.34	-	-	-	49.96	-
Park Maintenance (Neighborhood Park and Paseo Park)	14,677.50	-	-	-	-	-	-	-
Drainage Sump Maintenance	1,500.00	-	-	-	-	-	-	-
Street Lights	12,730.80	-	3,605.00	-	-	-	1,092.83	-
Total Direct Costs	\$ 87,980.86	\$ -	\$ 7,026.35	\$ -	\$ -	\$ -	\$ 6,165.79	\$ 990.00
ADMINISTRATION COSTS								
Levy Administration and Professional Services	\$ 1,278.80	\$ 172.98	\$ 67.96	\$ -	\$ -	\$ -	\$ 80.31	\$ 49.42
County Collection Fee	45.54	6.16	2.42	-	-	-	2.86	1.76
City Overhead and Administration	5,745.29	-	458.83	-	-	-	402.63	398.18
Total Administration Costs	\$ 7,069.63	\$ 179.14	\$ 529.21	\$ -	\$ -	\$ -	\$ 485.80	\$ 449.36
COLLECTIONS/(CREDITS) APPLIED TO LEVY								
TOTAL DIRECT AND ADMIN COSTS	\$ 95,050.49	\$ 179.14	\$ 7,555.56	\$ -	\$ -	\$ -	\$ 6,651.59	\$ 1,439.36
Reserve Collection/(Transfer)	(12,250.49)	3,445.74	(2,881.22)	-	-	-	(3,011.03)	415.12
Capital Improvement Fund Collection/(Transfer)	-	-	-	-	-	-	-	-
General Fund Loans Repayment/(Advances)	-	-	-	-	-	-	-	-
Other Revenues/General Fund (Contributions)	-	-	-	-	-	-	-	-
Total Collections/(Credits)	\$(12,250.49)	3,445.74	(2,881.22)	-	-	-	(3,011.03)	415.12
Balance to Levy (Budgeted)	\$ 82,800.00	\$ 3,624.88	\$ 4,674.34	\$ -	\$ -	\$ -	\$ 3,640.56	\$ 1,854.48
Applied to Levy (Rounded)	\$ 82,800.00	\$ 3,624.88	\$ 4,674.34	\$ -	\$ -	\$ -	\$ 3,640.56	\$ 1,854.48
DISTRICT STATISTICS								
Total Parcels	210	28	12	1	4	1	15	10
Total Parcels Levied	207	28	11	-	-	-	13	8
Total Equivalent Benefit Units	207.00	28.00	11.00	96.00	74.00	60.00	92.40	55.54
Applied Levy per Benefit Unit	\$ 400,000	\$ 129,460	\$ 424,940	\$ -	\$ -	\$ -	\$ 39,400	\$ 33,390
Prior Year Levy per Benefit Unit	\$ 399.98	\$ 129.46	\$ 424.94	\$ -	\$ -	\$ -	\$ 39.36	\$ 33.36
Maximum Levy per Benefit Unit (Prior Fiscal Year)	\$ 400,003	\$ 129.47	\$ 424.95	\$ 278.28	\$ 317.20	\$ 467.87	\$ 39.37	\$ 33.36
Maximum Levy per Benefit Unit (Current Fiscal Year)	\$ 400,003	\$ 129,469	\$ 424,947	\$ 278,284	\$ 317,201	\$ 467,872	\$ 39,413	\$ 33,383
Inflationary Factor Applied to Maximum Rate	0.00%	0.00%	0.00%	0.00%	0.00%	0.00%	0.10%	0.10%
	\$(0.003)	\$(0.009)	\$(0.007)	\$(278.284)	\$(317.201)	\$(467.872)	\$(0.013)	\$(0.003)
FUND BALANCE INFORMATION								
Estimated Beginning Reserve Fund Balance	\$ (41,407.94)	\$ (1,428.64)	\$ (30,238.10)	\$ (11,273.81)	\$ 24,809.46	\$ 10,956.23	\$ (3,490.43)	\$ (281.17)
Reserve Fund Adjustments	(12,250.49)	3,445.74	(2,881.22)	-	-	-	(3,011.03)	415.12
Estimated Ending Reserve Balance	\$ (53,658.43)	\$ 2,017.10	\$ (33,119.32)	\$ (11,273.81)	\$ 24,809.46	\$ 10,956.23	\$ (6,501.46)	\$ 133.95

Appendix A — DISTRICT ASSESSMENT DIAGRAM

Boundary Diagrams are on file with the City and by reference are made part of this Report. The details of the lots or parcels within the District shall be defined by the Kern County Assessor's Maps established by the County for Fiscal Year 2015/2016. These maps, in connection with the Assessment Roll in Appendix B, constitute the District Assessment Diagram for Fiscal Year 2015/2016.

APPENDIX B -ASSESSMENT ROLL

Parcel identification, for each lot or parcel within the District, shall be the parcel as shown on the Kern County Assessor's map for the year in which this Report is prepared.

Non-assessable lots or parcels may include areas of public streets and other roadways (typically not assigned an APN by the County); dedicated public easements, open space areas and rights-of-ways including public greenbelts and parkways; utility rights-of-ways; common areas; landlocked parcels, small parcels vacated by the County, bifurcated lots, and any other property that cannot be developed. These types of parcels are considered to receive little or no benefit from the improvements and are therefore exempted from assessment. Properties outside the District boundary receive no direct or special benefits from the improvements provided by the District and are not assessed.

Parcel identification, for each lot or parcel within the District, shall be the parcel as shown on the Kern County Assessor's map for the year in which this Report is prepared. The land use classification for each parcel is based on the Kern County Assessor's Roll. A listing of parcels assessed within this District, along with the proposed assessment amounts, shall be submitted to the City Clerk, under a separate cover, and by reference is made part of this Report.

Approval of this Report (as submitted or as modified) confirms the method of apportionment and the maximum assessment rate to be levied against each eligible parcel and thereby constitutes the approved levy and collection of assessments for the fiscal year. The parcels and the amount of assessment to be levied shall be submitted to the County Auditor/Controller and included on the property tax roll for the fiscal year.

If any parcel submitted for collection is identified by the County Auditor/Controller to be an invalid parcel number for the current fiscal year, a corrected parcel number and/or new parcel numbers will be identified and resubmitted to the County Auditor/Controller. The assessment amount to be levied and collected for the resubmitted parcel or parcels shall be based on the method of apportionment and assessment rate approved in this Report. Therefore, if a single parcel has changed to multiple parcels, the assessment amount applied to each of the new parcels shall be recalculated and applied according to the approved method of apportionment and assessment rate rather than a proportionate share of the original assessment.



APPROVED
DEPARTMENT HEAD: _____
CITY MANAGER: _____

[Handwritten signature]

COUNCIL REPORTS

MEETING DATE: MAY 18, 2015 AGENDA SECTION: CITY MANAGER

TO: HONORABLE MAYOR SMITH AND COUNCIL MEMBERS

FROM: GREG GARRETT, CITY MANAGER

DATE: MAY 13, 2015

SUBJECT: DRAINAGE BENEFIT ASSESSMENT DISTRICT NO. 1

BACKGROUND

This action by the City Council initiates the process and declares the City's intention to levy assessments within the City of Tehachapi Drainage Benefit Assessment District No. 1. This action also sets the time and place for the public hearing on this issue.

The total annual maintenance and administration costs to the District are \$10,319.32. Annual District costs are funded through the assessments placed on the property tax bills.

OPTIONS

There are no alternate options for this item.

RECOMMENDATION

It is recommended that the City Council adopt three resolutions: (1) Initiating procedures for levy and collection of assessments for the Fiscal Year 2015/2016; (2) Preliminary approval of the Engineer's Report, and (3) Declaring the City's intention to levy and collect assessments, which sets the time and place of the public hearing for Monday, June 1, 2015 at 6:00 P.M.

RESOLUTION NO.

**A RESOLUTION OF THE CITY COUNCIL OF THE CITY OF
TEHACHAPI, CALIFORNIA INITIATING PROCEEDINGS FOR THE
LEVY AND COLLECTION OF ANNUAL ASSESSMENTS FOR CITY OF
TEHACHAPI DRAINAGE BENEFIT ASSESSMENT DISTRICT NO. 1
FOR FISCAL YEAR 2015/2016.**

WHEREAS, the City Council pursuant to the provisions of the *Benefit Assessment Act of 1982, Chapter 6.4 of the California Government Code, beginning with Section 54703* (hereafter referred to as the "1982 Act") formed an assessment district to be designated as **City of Tehachapi Drainage Benefit Assessment District No. 1** (hereafter referred to as the "District"), for the purpose of funding the ongoing operation, maintenance and servicing of drainage improvements installed in conjunction with the development of properties within the District; and to levy and collect annual assessments related thereto. The 1982 Act provides for the formation of such an assessment district pursuant to *Article 3 Section 54710*, and provides for the levy and collection of assessments by the County on behalf of the City pursuant to *Article 4 Section 54718*; and,

WHEREAS, the City Council has retained Willdan Financial Services as the Engineer of Work, for the purpose of assisting with the administration of the District, the establishment of annual assessments, and to prepare and file an Engineer's Report with the City Clerk in accordance with the 1982 Act; and in accordance with the requirements of the

California Constitution, Articles XIII C and XIII D;

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

Section 1: The City Council hereby orders the Engineer to prepare and file an Engineer's Annual Levy Report concerning the levy of assessments for properties within the District.

Section 2. The District improvements include the ongoing operation, administration, maintenance and servicing of the drainage basin systems and appurtenant facilities authorized pursuant to the 1982 Act that were installed as part of property development and associated within the District. Said improvements may include, but are not limited to all materials, equipment, utilities, labor and appurtenant facilities related to those improvements, and dedicated to the City of Tehachapi for such maintenance.

Section 3. The territory within Drainage Benefit Assessment District No. 1 consists of lots, parcels and subdivisions of land located in the development known as Parcel Map 11353.

PASSED AND ADOPTED at a regular meeting of the City Council of the City of Tehachapi on the 18th day of May, 2015 by the following vote:

AYES: COUNCILMEMBERS: _____

NOES: COUNCILMEMBERS: _____

ABSTAIN: COUNCILMEMBERS: _____

ABSENT: COUNCILMEMBERS: _____

Susan Wiggins, Mayor
of the City of Tehachapi, California

ATTEST:

Tori Marsh
City Clerk of the City of Tehachapi, California

I hereby certify that the foregoing resolution was duly and regularly adopted by the City Council of the City of Tehachapi at a regular meeting thereof held on May 18, 2015.

Tori Marsh
City Clerk of the City of Tehachapi, California

RESOLUTION NO.

A RESOLUTION OF THE CITY COUNCIL OF THE CITY OF TEHACHAPI, CALIFORNIA ACCEPTING AND PRELIMINARILY APPROVING THE ENGINEER'S ANNUAL LEVY REPORT REGARDING THE CITY OF TEHACHAPI DRAINAGE BENEFIT ASSESSMENT DISTRICT NO. 1 FOR FISCAL YEAR 2015/2016.

WHEREAS, the City Council has, by previous Resolution, ordered the preparation of an Engineer's Annual Levy Report (hereafter referred to as the "Report") regarding the assessment district to be designated as the **"City of Tehachapi Drainage Benefit Assessment District No. 1 "**; (hereafter referred to as the "District"), and the levy and collection of assessments related thereto, pursuant to the provisions of the *Benefit Assessment Act of 1982, Chapter 6.4 of the California Government Code, beginning with Section 54703* (hereafter referred to as the "1982 Act"); and,

WHEREAS, there has now been presented to this City Council the Report and,

WHEREAS, the City Council has carefully examined and reviewed the Report as presented, and is preliminarily satisfied with the District and the budget items and documents as set forth therein, and is satisfied that the proposed assessments have been spread in accordance with the special benefits received from the improvements, operation, administration, maintenance and services to be performed within the District, as set forth in said Report.

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

Section 1: The City Council hereby orders the Engineer to prepare and file an Engineer's Annual Levy Report concerning the levy of assessments for properties within the District.

Section 2. That the Report as presented, consists of the following:

- a. A Description of Improvements.
- b. A Boundary Diagram of the District.
- c. The Method of Apportionment that details the method of calculating each parcel's proportional special benefits and annual assessment.
- d. The proposed Budget (Costs and Expenses) and the duration and collection of assessments.
- e. The District Roll containing the Levy for each Assessor Parcel Number within the District for fiscal year 2015/2016.

SECTION 3. The Report is hereby approved on a preliminary basis, and ordered to be filed in the Office of the City Clerk as a permanent record and to remain open to public inspection.

SECTION 4. The Maximum Assessment described in the Report is hereby approved on a preliminary basis.

SECTION 5. The City Clerk shall certify to the passage and adoption of this Resolution, and the minutes of this meeting shall so reflect the presentation of the Report.

PASSED AND ADOPTED at a regular meeting of the City Council of the City of

Tehachapi on the 18th day of May, 2015 by the following vote:

AYES: COUNCILMEMBERS: _____

NOES: COUNCILMEMBERS: _____

ABSTAIN: COUNCILMEMBERS: _____

ABSENT: COUNCILMEMBERS: _____

Susan Wiggins, Mayor
of the City of Tehachapi, California

ATTEST:

Tori Marsh
City Clerk of the City of Tehachapi, California

I hereby certify that the foregoing resolution was duly and regularly adopted by the City Council of the City of Tehachapi at a regular meeting thereof held on May 18, 2015.

Tori Marsh
City Clerk of the City of Tehachapi, California

RESOLUTION NO.

A RESOLUTION OF THE CITY COUNCIL OF THE CITY OF TEHACHAPI, CALIFORNIA DECLARING ITS INTENTION TO LEVY AND COLLECT ANNUAL ASSESSMENTS WITHIN CITY OF TEHACHAPI DRAINAGE BENEFIT ASSESSMENT DISTRICT NO. 1 IN FISCAL YEAR 2015/2016, AND TO APPOINT A TIME AND PLACE FOR THE PUBLIC HEARING ON THESE MATTERS

WHEREAS, the City Council pursuant to the provisions of the *Benefit Assessment Act of 1982, Chapter 6.4 of the California Government Code, beginning with Section 54703* (hereafter referred to as the "1982 Act") did by previous Resolution approve the levy and collection of annual assessments to pay for the the ongoing operation, maintenance and servicing of drainage improvemnets installed in conjunction with the development of properties within the District; and to levy and collect annual assessments related thereto for the assessment district designated as "City of Tehachapi Drainage Benefit Assessment District No. 1 " (hereafter referred to as the "District"); and,

WHEREAS, the Engineer selected by the City Council has prepared and filed with the City Clerk a Report in connection with the proposed District, and the levy of assessments for Fiscal Year 2015/2016 (July 1, 2015 and ending June 30, 2016), and the City Council did by previous Resolution preliminarily approve such Report.

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

Section 1: The City Council hereby declares its intention to seek the annual levy of the District pursuant to the 1982 Act, over and including the land within the District boundary, and to levy and collect special benefit assessments on parcels of land within the District to pay for the costs and expenses associated with the operation, maintenance, repair and servicing of the drainage basin and appurtenant facilities related thereto.

SECTION 2. The District improvements include the ongoing operation, administration, maintenance and servicing of the drainage basin systems and appurtenant facilities authorized pursuant to the 1982 Act that were installed as part of property development and associated within the District. Said improvements may include, but are not limited to all materials, equipment, utilities, labor and appurtenant facilities related to those improvements, and dedicated to the City of Tehachapi for such maintenance.

SECTION 3. The proposed territory within City of Tehachapi Drainage Benefit Assessment District No. 1 consists of lots, parcels and subdivisions of land located in the development known as Parcel Map 11353.

SECTION 4. The proposed assessments for the District are outlined in the Engineer's Report. The Report details the proposed assessments necessary to provide for the annual operation, administration, services and maintenance of the improvements described in Section 2 of this Resolution.

SECTION 5. Notice is hereby given that a Public Hearing on these matters will be held by the City Council on Monday, June 1, 2015 at 6:00 p.m. or as soon thereafter as feasible in the regular meeting chambers of the City Council located at 115 El South Robinson Street, Tehachapi, California, in accordance with *Government Code, Section 53753 and*

California Constitution, Article XIII D, Section 4(e). The City shall give notice of the time and place of the Public Hearing by posting a copy of this resolution on the official bulletin board customarily used by the Council for the posting of notices and by publishing this resolution in a local newspaper pursuant to Government Code Section 6066 as outlined in the 1982 Act. At the Public Hearing, interested persons shall be permitted to present written and/or oral testimony.

PASSED AND ADOPTED at a regular meeting of the City Council of the City of Tehachapi on the 18th day of May, 2015 by the following vote:

AYES: COUNCILMEMBERS: _____
NOES: COUNCILMEMBERS: _____
ABSTAIN: COUNCILMEMBERS: _____
ABSENT: COUNCILMEMBERS: _____

Susan Wiggins, Mayor
of the City of Tehachapi, California

ATTEST:

Tori Marsh
City Clerk of the City of Tehachapi, California

I hereby certify that the foregoing resolution was duly and regularly adopted by the City Council of the City of Tehachapi at a regular meeting thereof held on May 18, 2015.

Tori Marsh
City Clerk of the City of Tehachapi, California



TEHACHAPI

CALIFORNIA

Live Up.

City of Tehachapi

Tehachapi Drainage Benefit Assessment District No. 1

2015/2016 ENGINEER'S ANNUAL LEVY REPORT

Intent Meeting: May 18, 2015

Public Hearing: June 1, 2015

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Affidavit for the Engineer's Report
CITY OF TEHACHAPI
DRAINAGE BENEFIT ASSESSMENT DISTRICT NO. 1,
(PARCEL MAP 11353)

This Report describes the District including the improvements, budgets, parcels and assessments to be levied for fiscal year 2015/2016, as they existed at the time of the passage of the Resolution of Intention. Reference is hereby made to the Kern County Assessor's maps for a detailed description of the lines and dimensions of parcels within the District. The undersigned respectfully submits the enclosed Report as directed by the City Council.

Dated this _____ day of _____, 2015.

Willdan Financial Services
Assessment Engineer
On Behalf of the City of Tehachapi

By: _____
Josephine Perez-Moses, Senior Project Manager
District Administration Services

By: _____
Richard Kopecky
R. C. E. # 16742

TABLE OF CONTENTS

I.	INTRODUCTION	1
II.	DESCRIPTION OF THE DISTRICT	2
	A. General Description of the District	2
	B. Improvements and Services within the District	2
III.	METHOD OF APPORTIONMENT	3
	A. Methodology	3
	B. Benefit Analysis	3
	C. Assessment Methodology	4
	D. Assessment Range Formula.....	7
IV.	DISTRICT BUDGET	9
	APPENDIX A - DISTRICT DIAGRAM.....	10
	APPENDIX B - ASSESSMENT ROLL.....	12

I. INTRODUCTION

The special assessment district described in this report contains parcels of land within a non-residential development (Parcel Map 11353) (hereinafter referred to as the "Development"). The City of Tehachapi ("City") has established the City of Tehachapi Drainage Benefit Assessment District No. 1 (Parcel Map 11353), (hereinafter referred to as the "District") in order to provide annual maintenance for drainage improvements in the development.

The City annually levies and collects special assessments to continue the maintenance of the improvements within the District. The assessments levied annually on the territory in the District are pursuant to the provisions of the *Benefit Assessment Act of 1982 being Chapter 6.4 of Part 1 of division 2, commencing with Section 54703, of the Government Code of the State of California (hereinafter referred to as the "Act")*, and as provided by Proposition 218, "The Right to Vote on Taxes Act", Article XIII D, Section 4, of the 1982 California Constitution.

This Engineer's Report (hereinafter referred to as the "Report") describes the District and the proposed assessments for fiscal year 2015/2016. The annual budget for the maintenance and operation of the improvements is based on estimated expenses for the upcoming fiscal year. Parcels within the District are assessed proportionately for only those improvements and services that are a direct and special benefit to each property in the District.

The word "parcel," for the purposes of this Report, refers to an individual property assigned its own Assessment Parcel Number by the Kern County ("County") Assessor's Office. The Kern County Auditor/Controller uses Assessment Parcel Numbers and specific Fund Numbers to identify on the tax roll properties assessed for special district benefit assessments.

Pursuant to the 1982 Act, the City Council conducted the required public hearings necessary to accept property owner protests, public comments and testimony regarding the formation of the District and the proposed annual levy of assessments. In conjunction with the required 1982 Act formation proceedings (public hearing), the City conducted property owner protest ballot proceedings for the annual assessments and assessment range formula described in the Original Report in compliance with the substantive and procedural requirements of the California Constitution Article XIID. The proposed formations and annual assessments for each District were approved and established at the public hearing for the District, and pursuant to the 1982 Act.

The City Council may annually determine the cost of the services that are financed by the assessments and by ordinance or resolution order the levy of the annual assessments. However in accordance with the provisions of the California Constitution Article XIID, no annual assessment shall exceed the maximum assessment amount

established in the Original Report without additional approval of the affected property owners. The assessment information approved would be submitted to the County Auditor/Controller and included on the property tax roll for each benefiting parcel.

II. DESCRIPTION OF THE DISTRICT

A. General Description of the District

The District consists of a subdivision for non-residential purposes known as Parcel Map 11353.

The purpose of the District is to ensure the ongoing maintenance, operation, and servicing of drainage improvements installed in connection with development of properties within the District. This District provides the financial mechanism (annual assessments) by which the ongoing operation and maintenance of these improvements are funded.

The District structure, improvements, method of apportionment and assessments described in this Report are based on current development and improvement plans including all estimated direct expenditures, incidental expenses, and reserves associated with the maintenance and servicing of the improvements.

The District is located within the boundaries of the City of Tehachapi, generally situated north of the Southern Pacific Railroad, and easterly of Dennison Road.

B. Improvements and Services within the District

The purpose of the District is to ensure the ongoing maintenance, operation, and servicing of drainage improvements installed in connection with the development of parcels within the District. These improvements may include, but are not limited to, all materials, equipment, utilities, labor and appurtenant facilities related to those improvements. The improvements installed as part of the development will be maintained and partially or entirely funded through the District assessments.

For Parcel Map 11353, the drainage improvements and services as permitted pursuant to the 1982 Act are as follows:

- Basin Maintenance (Parcel 8 or Parcel Map 11353)
- All appurtenant facilities, equipment, materials and utilities related to the aforementioned improvements.
- Maintenance and operations of drainage facilities.

The estimated annual cost to provide and maintain the improvements within the District shall be allocated to each property in proportion to the special benefits received. The Method of Apportionment described in this Report utilizes commonly accepted assessment engineering practices and has been established pursuant to the 1982 Act and the provisions of Proposition 218.

III. METHOD OF APPORTIONMENT

A. Methodology

The 1982 Act permits the establishment of a maintenance assessment district by agencies for the purpose of providing certain public improvements, which include the construction, maintenance, and servicing of public drainage improvements and appurtenant facilities. The 1982 Act further requires that the cost of these improvements be levied according to benefit rather than assessed value:

“The net amount to be assessed upon lands within an assessment district may be apportioned by any formula or method which fairly distributes the net amount among all assessable lots or parcels in proportion to the estimated benefits to be received by each such lot or parcel from the improvements.”

The formula used for calculating assessments reflects the composition of the parcels and the improvements and services provided within the District to fairly apportion the costs based on estimated benefit to each parcel.

B. Benefit Analysis

Each of the improvements, the associated costs and assessments within the District have been reviewed, identified and allocated based on special benefit pursuant to the provisions of the California Constitution and 1982 Act. All improvements associated with this District have been identified as necessary, required and/or desired for the orderly development of the property within the District to its full potential, consistent with the development plans. As such, these improvements would be necessary and required of any property owner for the development of such property, and the ongoing operation, servicing, and maintenance of these improvements would be the financial obligation of those properties. Therefore, the improvements and the annual costs of maintenance and operation of the improvements are of direct and special benefit to the property.

The method of apportionment (method of assessment) is based on the premise that the assessed parcel within the District receives benefit from the improvements. The desirability and security of properties is enhanced by the presence of drainage facilities to handle storm water runoff.

The special benefits associated with the drainage improvements are specifically:

- Enhanced desirability of the property through association with the improvements;
- Environmental enhancement through improved erosion resistance, dust and debris control;
- Increased sense of pride in ownership of property within the District resulting from well-maintained improvements associated with the properties;
- Enhanced environmental quality of the parcels by eliminating standing water.

For the drainage improvements the special benefits contribute to a specific enhancement and desirability of the assessed parcel within the District. Although the improvements may include drainage improvements and other amenities available or visible to the public at large, the construction and installation of these improvements are only necessary for the development of the property within the District and are not required nor necessarily desired by any properties or developments outside the District boundary. Therefore, any public access or use of the improvements by others is incidental and there is no measurable general benefit to properties outside the District or to the public at large.

C. Assessment Methodology

The method of apportionment for the District calculates the receipt of special benefit from the respective improvements based on the actual or proposed land use of the parcels within the District. The special benefit received by each lot or parcel is equated to the overall land use of the parcel based on the parcel's actual land use or proposed planned development, and is reliant upon the special benefit received from the improvements planned within the District.

To identify and determine the special benefit to be received by each parcel, it is necessary to consider the entire scope of the District improvements as well as individual property development within the District. The costs associated with the improvements shall be fairly distributed among the parcels based upon the special benefit received by each parcel. Additionally, in compliance with Article XIII D Section 4 of the California Constitution, the parcel's assessment may not exceed the reasonable cost of the proportional special benefit conferred to that parcel. The benefit formula used to determine the assessment obligation is therefore based upon both the improvements that benefit the parcels within the District as well as the land use of each property as compared to other parcels that benefit from those specific improvements.

Equivalent Benefit Units

To assess benefits equitably, it is necessary to relate the different type of parcel improvements to each other. The Equivalent Benefit Unit (EBU) method of assessment apportionment uses the single-family home site as the basic unit of assessment. A single-family home site equals one Equivalent Benefit Unit (EBU). Every other land use is converted to EBUs based on an assessment formula that equates the property's specific development status, type of development (land use), and size of the property, as compared to a single-family home site.

The EBU method of apportioning benefit is typically seen as the most appropriate and equitable assessment methodology for districts formed under the 1982 Act, as the benefit to each parcel from the improvements are apportioned as a function of land use type, size and development.

EBU Application by Land Use:

Single-Family Residential — This land use is defined as a fully subdivided residential home site with or without a structure or planned single-family residential lot as identified by a submitted or approved tentative tract map or final tract map. This land use is assessed 1.0 EBU per lot or parcel. This is the base value that all other land use types are compared and weighted against (i.e. Equivalent Benefit Unit or EBU).

Multi-Family Residential — This land use is defined as a fully subdivided residential parcel that has more than one residential unit developed on the property or planned residential lot as identified by a submitted or approved tentative tract map or final tract map. This land use is assessed 1.0 EBU per dwelling unit.

Developed Commercial — This land use is defined as property developed for either commercial or industrial use. This type of property receives greater benefit than Single Family or Multi-family property due to typically larger lot sizes in relation to residential properties. With typical SFR lot sizes at .25 acres, Developed Commercial land use type is assessed at 4.0 EBU per gross acre. Parcels less than .25 acres are assigned a minimum of 1.0 EBU and there is no maximum acreage cap, as is the case with Vacant Non-Residential Property.

Non-Profit Parcels — This land use is defined as property developed for non-profit activities such as Churches or Lodges. This type of property does receive benefit from the District improvements but at a rate that coincides with the sporadic intensity of people use for the parcel. Non-Profit land use type is assessed at 0.25 EBU per gross acre. Parcels less than 1.00 gross acres are assigned a minimum of 0.25 EBU.

Vacant Residential — This land use is defined as property currently zoned for residential development, but a tentative or final tract map has not been submitted and/or approved. This land use is assessed at 0.5 EBU per parcel.

Vacant Non-Residential — This land use is defined as property currently zoned for any non-residential use, but a tentative or final tract map has not been submitted and/or approved. This land use is assessed at 1.0 EBU per gross acre. Parcels less

than 1 gross acre are assigned a minimum of 1.0 EBU. Parcels over 50 gross acres are assigned a maximum of 50 EBU.

Exempt Parcels — This land use identifies properties that are not assessed and are assigned 0.0 EBU. This land use classification may include, but is not limited to, lots or parcels identified as public streets and other roadways (typically not assigned an APN by the County); dedicated public easements, open space areas and right-of-ways including greenbelts and parkways; utility right-of-ways; common areas, sliver parcels and bifurcated lots or any other property that cannot be developed; publicly owned properties that are part of the District improvements or that have little or no improvement value. These types of parcels are considered to receive little or no benefit from the improvements and are therefore exempted from assessment.

The following table provides a listing of land use types, land use code designations, the Equivalent Benefit Unit factor applied to that land use type, and the multiplying factor used to calculate each parcel’s individual EBU.

Land Use Codes and Equivalent Benefit Units

Property Type	Land Use Code	Equivalent Benefit Units	Multiplier
Single Family Residential	SFR	1.00	Lot/Parcel
Multi Family Residential	MFR	1.00	Unit
Developed Commercial	COM	4.00	Gross Acre
Non-Profit Parcel	NP	0.25	Gross Acre
Vacant Residential	RV	0.50	Lot/Parcel
Vacant Non-Residential	NRV	1.00	Gross Acre
Exempt Parcel	XMT	0.00	Parcel

The benefit formula applied to parcels within the District is based on the preceding Equivalent Benefit Unit (EBU) table. Each parcel's EBU correlates the parcel's special benefit received as compared to all other parcels benefiting from the improvements.

The following formula is used to calculate each parcel’s EBU (proportional benefit).

$$\text{Parcel Type EBU} \times \text{Acreage/Dwelling Units/Parcel/Lot} = \text{Parcel EBU}$$

The total number of Equivalent Benefit Units (EBUs) is the sum of all individual EBUs applied to parcels that receive a special benefit from the improvement. An

assessment amount per EBU (Rate) for each improvement is established by taking the total cost of the improvement and dividing that amount by the total number of EBUs of all parcels benefiting from the improvement. This Rate is then applied back to each parcel's individual EBU to determine the parcel's proportionate benefit and assessment obligation for that improvement.

$$\text{Total Balance to Levy} / \text{Total EBU} = \text{Levy per EBU}$$

$$\text{Levy per EBU} \times \text{Parcel EBU} = \text{Parcel Levy Amount}$$

D. Assessment Range Formula

Any new or increased assessment requires certain noticing and meeting requirements by law. Prior to the passage of Proposition 218 (*California Constitution Articles XIII C and XIII D*), legislative changes in the Brown Act defined a "new or increased assessment" to exclude certain conditions. These conditions included "any assessment that does not exceed an assessment formula or range of assessments previously adopted by the agency or approved by the voters in the area where the assessment is imposed." This definition and conditions were later confirmed through Senate Bill 919 (Proposition 218 implementing legislation).

The purpose of establishing an Assessment Range Formula is to provide for reasonable increases and inflationary adjustment to annual assessments without requiring costly noticing and mailing procedures, which could add to the District costs and assessments. Commencing with fiscal year 2015/2016, the amount of the assessment for the District is proposed to increase each year, based upon the Consumer Price Index, All Urban Consumers, for the Los Angeles-Orange-Riverside County Area ("CPI"), as determined by the United States Department of Labor, Bureau of Labor Statistics, or its successor. The Engineer shall compute the percentage difference between the CPI for February of each year and the CPI for the previous February, and shall then adjust the existing assessment by an amount not to exceed such percentage for the following fiscal year. There was no increase in CPI this year. Should the Bureau of Labor Statistics revise such index or discontinue the preparation of such index, the Engineer shall use the revised index or a comparable system as approved by the City Council for determining fluctuations in the cost of living.

The Assessment Range Formula shall be applied to all future assessments within the District. Generally, if the proposed annual assessment (levy per EBU) for the current fiscal year is less than or equal to the calculated Maximum Assessment, then the proposed annual assessment is not considered an increased assessment. The Maximum Assessment is equal to the initial Assessment (approved by property owners within the District) adjusted annually by the CPI.

The Maximum Assessment is adjusted annually and is calculated independent of the District's annual budget and proposed annual assessment. Any proposed annual

assessment (rate per EBU less than or equal to this Maximum Assessment) is not considered an increased assessment, even if the proposed assessment is greater than the assessment applied in the prior fiscal year.

Although the Maximum Assessment will increase each year, the actual assessment may remain unchanged. The Maximum Assessment adjustment is designed to establish a reasonable limit on assessments. The Maximum Assessment calculated each year does not require or facilitate an increase to the annual assessment and neither does it restrict assessments to the adjusted maximum amount. If the budget and assessment for the fiscal year do not require an increase, or the increase is less than the adjusted Maximum Assessment, then the required budget and assessment may be applied without additional property owner balloting. If the budget and assessments calculated requires an increase greater than the adjusted Maximum Assessment, then the assessment is considered an increased assessment and would be subject to balloting.

IV. DISTRICT BUDGET

City of Tehachapi	
2015/2016 Budget Worksheet	
DRAINAGE BENEFIT ASSESSMENT DISTRICT No. 1 (PARCEL MAP 11353)	
Fund Number 20634	
Levy Components	Budget
DIRECT COSTS (Basin Maintenance)	
Basin prep for rainy season	\$290.50
Weekly maintenance during rainy season	472.00
Weekly maintenance during non-rainy season	472.00
Pump station service visits (2/year)	981.00
Misc. equipment fees	395.00
Total Maintenance Costs	\$2,610.50
DIRECT COSTS (Power Costs)	
Power Consumption	\$2,520.00
Pumps	0.00
Total Power Costs	\$2,520.00
DIRECT COSTS (Pump Replacement)	
Pump and Motors (\$30,000 every 15 years)	\$500.00
Electrical Equipment (\$10,000 every 30 years)	250.00
Total Replacement Cost per year	\$750.00
ADMINISTRATION COSTS	
Levy Administration and Professional Services	\$2,566.73
County Collection Fee	15.91
City Overhead and Administration	1,856.22
Total Administration Costs	\$4,438.86
COLLECTIONS/(CREDITS) APPLIED TO LEVY	
TOTAL DIRECT AND ADMIN COSTS	\$10,319.36
Balance to Levy (Budgeted)	<u>\$10,319.36</u>
DISTRICT STATISTICS	
Total Parcels	15
Total Parcels Levied	14
Total EBU's	92.40
Proposed Levy per Benefit Unit	\$111.68
Applied Levy per Benefit Unit	\$111.68
Maximum Levy per Benefit Unit (Prior Fiscal Year)	\$195.06
Maximum Levy per Benefit Unit (FY 2015/2016)	\$195.25

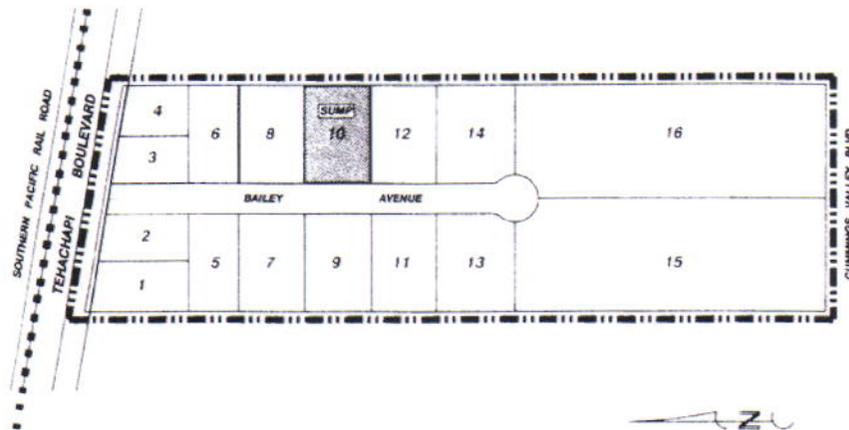
APPENDIX A – DISTRICT DIAGRAM

The parcels within the City of Tehachapi Drainage Benefit Assessment District No. 1 (Parcel Map 11353), consist of all lots, parcels and subdivisions of land located in Parcel Map 11353. The District includes Kern County Assessor's Parcel Map Book 223, Page 190, Parcel 15. This County Assessor's Parcel Map, the Assessment Roll, and Exhibit 1 constitute the District Assessment Diagram. A copy of the County Assessor's Parcel Map is shown on the following page.



Respecting Our Past. Planning Our Future.

Tehachapi Drainage Benefit Assessment District No. 1
(Parcel Map 11353)



APP. 223-193-15
PROPOSED NO. OF ASSESSABLE PARCELS: 16
ASSESSABLE ACREAGE: 23.95

LEGEND

- DISTRICT BOUNDARY
- SUMP

NOTE: The quantities identified on this map are subject to change. For details, refer to the approved Developer plans on file in the Tehachapi City Engineer's Office. For parcel details, please refer to the latest parcel map and Assessor's Map.

DATE: DECEMBER 1, 2008

APPENDIX B - ASSESSMENT ROLL

Parcel identification, for each lot or parcel within the District, shall be the parcel as shown on the Kern County Assessor's map for the year in which this Report is prepared.

Non-assessable lots or parcels may include areas of public streets and other roadways (typically not assigned an APN by the County); dedicated public easements, open space areas and rights-of-ways including public greenbelts and parkways; utility rights-of-ways; common areas; landlocked parcels, small parcels vacated by the County, bifurcated lots, and any other property that cannot be developed. These types of parcels are considered to receive little or no benefit from the improvements and are therefore exempted from assessment. Properties outside the District boundary receive no direct or special benefits from the improvements provided by the District and are not assessed.

Parcel identification, for each lot or parcel within the District, shall be the parcel as shown on the Kern County Assessor's map for the year in which this Report is prepared. The land use classification for each parcel is based on the Kern County Assessor's Roll. A listing of parcels assessed within this District, along with the proposed assessment amounts, shall be submitted to the City Clerk, under a separate cover, and by reference is made part of this Report.

Approval of this Report (as submitted or as modified) confirms the method of apportionment and the maximum assessment rate to be levied against each eligible parcel and thereby constitutes the approved levy and collection of assessments for the fiscal year. The parcels and the amount of assessment to be levied shall be submitted to the County Auditor/Controller and included on the property tax roll for the fiscal year.

If any parcel submitted for collection is identified by the County Auditor/Controller to be an invalid parcel number for the current fiscal year, a corrected parcel number and/or new parcel numbers will be identified and resubmitted to the County Auditor/Controller. The assessment amount to be levied and collected for the resubmitted parcel or parcels shall be based on the method of apportionment and assessment rate approved in this Report. Therefore, if a single parcel has changed to multiple parcels, the assessment amount applied to each of the new parcels shall be recalculated and applied according to the approved method of apportionment and assessment rate rather than a proportionate share of the original assessment.



APPROVED

DEPARTMENT HEAD: _____

CITY MANAGER: _____

COUNCIL REPORTS

MEETING DATE: MAY 18, 2015 AGENDA SECTION: CITY MANAGER

TO: HONORABLE MAYOR SMITH AND COUNCIL MEMBERS

FROM: GREG GARRETT, CITY MANAGER

DATE: MAY 13, 2015

SUBJECT: DRAINAGE BENEFIT ASSESSMENT DISTRICT NO. 2014-1 (Parcel Map 10997)

BACKGROUND

This action by the City Council initiates the process and declares the City's intention to levy assessments within the City of Tehachapi Drainage Benefit Assessment District No. 2014-1 (Parcel Map 10997). This action also sets the time and place for the public hearing on this issue.

The total annual maintenance and administration costs to the District are \$11,889.31. Annual District costs are funded through the assessments placed on the property tax bills.

OPTIONS

There are no alternate options for this item.

RECOMMENDATION

It is recommended that the City Council adopt three resolutions: (1) Initiating procedures for levy and collection of assessments for the Fiscal Year 2015/2016; (2) Preliminary approval of the Engineer's Report, and (3) Declaring the City's intention to levy and collect assessments, which sets the time and place of the public hearing for Monday, June 1, 2015 at 6:00 P.M.

RESOLUTION NO.

A RESOLUTION OF THE CITY COUNCIL OF THE CITY OF TEHACHAPI, CALIFORNIA INITIATING PROCEEDINGS FOR THE LEVY AND COLLECTION OF ANNUAL ASSESSMENTS FOR CITY OF TEHACHAPI DRAINAGE BENEFIT ASSESSMENT DISTRICT NO. 2014-1 FOR FISCAL YEAR 2015/2016.

WHEREAS, the City Council pursuant to the provisions of the *Benefit Assessment Act of 1982, Chapter 6.4 of the California Government Code, beginning with Section 54703* (hereafter referred to as the "1982 Act") formed an assessment district to be designated as **City of Tehachapi Drainage Benefit Assessment District No. 2014 (Parcel Map 10997)** (hereafter referred to as the "District"), for the purpose of funding the ongoing operation, maintenance and servicing of drainage improvements installed in conjunction with the development of properties within the District; and to levy and collect annual assessments related thereto. The 1982 Act provides for the formation of such an assessment district pursuant to *Article 3 Section 54710*, and provides for the levy and collection of assessments by the County on behalf of the City pursuant to *Article 4 Section 54718*; and,

WHEREAS, the City Council has retained Willdan Financial Services as the Engineer of Work, for the purpose of assisting with the administration of the District, the establishment of annual assessments, and to prepare and file an Engineer's Report with the City Clerk in accordance with the 1982 Act; and in accordance with the requirements of the

California Constitution, Articles XIII C and XIII D;

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

Section 1: The City Council hereby orders the Engineer to prepare and file an Engineer's Annual Levy Report concerning the levy of assessments for properties within the District.

Section 2. The District improvements include the ongoing operation, administration, maintenance and servicing of the drainage basin systems and appurtenant facilities authorized pursuant to the 1982 Act that were installed as part of property development and associated within the District. Said improvements may include, but are not limited to all materials, equipment, utilities, labor and appurtenant facilities related to those improvements, and dedicated to the City of Tehachapi for such maintenance.

Section 3. The territory within Drainage Benefit Assessment District No. 2014-1 consists of lots, parcels and subdivisions of land located in the development known as Parcel Map 10997.

PASSED AND ADOPTED at a regular meeting of the City Council of the City of Tehachapi on the 18th day of May, 2015 by the following vote:

AYES: COUNCILMEMBERS: _____

NOES: COUNCILMEMBERS: _____

ABSTAIN: COUNCILMEMBERS: _____

ABSENT: COUNCILMEMBERS: _____

Susan Wiggins, Mayor
of the City of Tehachapi, California

ATTEST:

Tori Marsh
City Clerk of the City of Tehachapi, California

I hereby certify that the foregoing resolution was duly and regularly adopted by the City Council of the City of Tehachapi at a regular meeting thereof held on May 18, 2015.

Tori Marsh
City Clerk of the City of Tehachapi, California

RESOLUTION NO.

**A RESOLUTION OF THE CITY COUNCIL OF THE CITY OF
TEHACHAPI, CALIFORNIA ACCEPTING AND PRELIMINARILY
APPROVING THE ENGINEER'S ANNUAL LEVY REPORT
REGARDING THE CITY OF TEHACHAPI DRAINAGE BENEFIT
ASSESSMENT DISTRICT NO. 2014-1 FOR FISCAL YEAR 2015/2016**

WHEREAS, the City Council has, by previous Resolution, ordered the preparation of an Engineer's Annual Levy Report (hereafter referred to as the "Report") regarding the assessment district to be designated as the "**City of Tehachapi Drainage Benefit Assessment District No. 2014-1 (Parcel Map 10997)**"; (hereafter referred to as the "District"), and the levy and collection of assessments related thereto, pursuant to the provisions of the *Benefit Assessment Act of 1982, Chapter 6.4 of the California Government Code, beginning with Section 54703* (hereafter referred to as the "1982 Act"); and,

WHEREAS, there has now been presented to this City Council the Report and,

WHEREAS, the City Council has carefully examined and reviewed the Report as presented, and is preliminarily satisfied with the District and the budget items and documents as set forth therein, and is satisfied that the proposed assessments have been spread in accordance with the special benefits received from the improvements, operation, administration, maintenance and services to be performed within the District, as set forth in said Report.

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

Section 1: The preceding recitals are true and correct.

SECTION 2. That the Report as presented, consists of the following:

- a. A Description of Improvements.
- b. A Boundary Diagram of the District.
- c. The Method of Apportionment that details the method of calculating each parcel's proportional special benefits and annual assessment.
- d. The proposed Budget (Costs and Expenses) and the duration and collection of assessments.
- e. The District Roll containing the Levy for each Assessor Parcel Number within the District for fiscal year 2015/2016.

SECTION 3. The Report is hereby approved on a preliminary basis, and ordered to be filed in the Office of the City Clerk as a permanent record and to remain open to public inspection.

SECTION 4. The Maximum Assessment described in the Report is hereby approved on a preliminary basis.

SECTION 5. The City Clerk shall certify to the passage and adoption of this Resolution, and the minutes of this meeting shall so reflect the presentation of the Report.

PASSED AND ADOPTED at a regular meeting of the City Council of the City of Tehachapi on the 18th day of May, 2015 by the following vote:

AYES: COUNCILMEMBERS: _____

NOES: COUNCILMEMBERS: _____

ABSTAIN: COUNCILMEMBERS: _____

ABSENT: COUNCILMEMBERS: _____

Susan Wiggins, Mayor
of the City of Tehachapi, California

ATTEST:

Tori Marsh
City Clerk of the City of Tehachapi, California

I hereby certify that the foregoing resolution was duly and regularly adopted by the City Council of the City of Tehachapi at a regular meeting thereof held on May 18, 2015.

Tori Marsh
City Clerk of the City of Tehachapi, California

RESOLUTION NO.

A RESOLUTION OF THE CITY COUNCIL OF THE CITY OF TEHACHAPI, CALIFORNIA DECLARING ITS INTENTION TO LEVY AND COLLECT ANNUAL ASSESSMENTS WITHIN CITY OF TEHACHAPI DRAINAGE BENEFIT ASSESSMENT DISTRICT NO. 2014-1 IN FISCAL YEAR 2015/2016, AND TO APPOINT A TIME AND PLACE FOR THE PUBLIC HEARING ON THESE MATTERS.

WHEREAS the City Council pursuant to the provisions of the *Benefit Assessment Act of 1982, Chapter 6.4 of the California Government Code, beginning with Section 54703* (hereafter referred to as the "1982 Act") did by previous Resolution approve the levy and collection of annual assessments to pay for the the ongoing operation, maintenance and servicing of drainage improvemnets installed in conjunction with the development of properties within the District; and to levy and collect annual assessments related thereto for the assessment district designated as "City of Tehachapi Drainage Benefit Assessment District No. 2014-1 (Parcel Map 10997)" (hereafter referred to as the "District"); and,

WHEREAS, the Engineer selected by the City Council has prepared and filed with the City Clerk a Report in connection with the proposed District, and the levy of assessments for Fiscal Year 2015/2016 (July 1, 2015 and ending June 30, 2016), and the City Council did by previous Resolution preliminarily approve such Report.

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

Section 1: The City Council hereby declares its intention to seek the annual levy of the District pursuant to the 1982 Act, over and including the land within the District boundary, and to levy and collect special benefit assessments on parcels of land within the District to pay for the costs and expenses associated with the operation, maintenance, repair and servicing of the drainage basin and appurtenant facilities related thereto.

SECTION 2. The District improvements include the ongoing operation, administration, maintenance and servicing of the drainage basin systems and appurtenant facilities authorized pursuant to the 1982 Act that were installed as part of property development and associated within the District. Said improvements may include, but are not limited to all materials, equipment, utilities, labor and appurtenant facilities related to those improvements, and dedicated to the City of Tehachapi for such maintenance.

SECTION 3. The proposed territory within City of Tehachapi Drainage Benefit Assessment District No. 1 consists of lots, parcels and subdivisions of land located in the development known as Parcel Map 11353.

SECTION 4. The proposed assessments for the District are outlined in the Engineer's Report. The Report details the proposed assessments necessary to provide for the annual operation, administration, services and maintenance of the improvements described in Section 2 of this Resolution.

SECTION 5. Notice is hereby given that a Public Hearing on these matters will be held by the City Council on Monday, June 1, 2015 at 6:00 p.m. or as soon thereafter as feasible in the regular meeting chambers of the City Council located at 115 El South Robinson Street, Tehachapi, California, in accordance with *Government Code, Section 53753 and*

California Constitution, Article XIII D, Section 4(e). The City shall give notice of the time and place of the Public Hearing by posting a copy of this resolution on the official bulletin board customarily used by the Council for the posting of notices and by publishing this resolution in a local newspaper pursuant to Government Code Section 6066 as outlined in the 1982 Act. At the Public Hearing, interested persons shall be permitted to present written and/or oral testimony.

PASSED AND ADOPTED at a regular meeting of the City Council of the City of Tehachapi on the 18th day of May, 2015 by the following vote:

AYES: COUNCILMEMBERS: _____

NOES: COUNCILMEMBERS: _____

ABSTAIN: COUNCILMEMBERS: _____

ABSENT: COUNCILMEMBERS: _____

Susan Wiggins, Mayor
of the City of Tehachapi, California

ATTEST:

Tori Marsh
City Clerk of the City of Tehachapi, California

I hereby certify that the foregoing resolution was duly and regularly adopted by the City Council of the City of Tehachapi at a regular meeting thereof held on May 18, 2015.

Tori Marsh
City Clerk of the City of Tehachapi, California



TEHACHAPI

CALIFORNIA

Live Up.

City of Tehachapi

Drainage Benefit Assessment District No. 2014-1 (Parcel Map 10997)

Intent Meeting: May 18, 2015
Public Hearing: June 1, 2015

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ASSESSMENT ENGINEER'S AFFIDAVIT

TEHACHAPI DRAINAGE BENEFIT ASSESSMENT DISTRICT NO. 2014-1 (Parcel Map 10997)

**City of Tehachapi
Kern County, State of California**

This Report describes the improvements, budgets, parcels and assessments to be levied for fiscal year 2015/2016, as they existed at the time of the passage of the Resolution of Intention. Reference is hereby made to the Kern County Assessor's maps for a detailed description of the lines and dimensions of parcels within the District. The undersigned respectfully submits the enclosed Report as directed by the City Council.

Dated this _____ day of _____, 2015.

Willdan Financial Services
Assessment Engineer
On Behalf of the City of Tehachapi

By: _____

Josephine Perez-Moses
Senior Project Manager
Financial Consulting Services

By: _____

Richard Kopecky
R. C. E. # 16742

TABLE OF CONTENTS

INTRODUCTION.....	1
PART I — PLANS AND SPECIFICATIONS	4
PROPERTIES WITHIN THE DISTRICT	4
FUNDING AUTHORIZED BY THE 1982 ACT.....	4
IMPROVEMENTS AND SERVICES.....	4
PART II — METHOD OF APPORTIONMENT	6
BENEFIT ANALYSIS	6
ASSESSMENT METHODOLOGY	7
ASSESSMENT RANGE FORMULA	8
PART III — DISTRICT BUDGETS	10
PART IV — DISTRICT DIAGRAM.....	11
PART V — ASSESSMENT ROLL	13

INTRODUCTION

Pursuant to the provisions of the *Benefit Assessment Act of 1982, being Chapter 6.4 of the California Government Code, commencing with Section 54703* (hereafter referred to as the “1982 Act”), and in compliance with the substantive and procedural requirements of the *California State Constitution Article XIID* (hereafter referred to as the “California Constitution”), the City Council of the City of Tehachapi, County of Kern, State of California (hereafter referred to as “City”), propose to levy special benefit assessments for the district to be designated as:

Drainage Benefit Assessment District No. 2014-1 (Parcel Map 10997)

(hereafter referred to as “District”), which includes all lots and parcels of land within Parcel Map 10997 that will receive special benefit from the drainage improvements installed and maintenance in connection with the development of this non-residential subdivision within the City limits of Tehachapi. This Engineer’s Report (hereafter referred to as “Report”) describes the District and the proposed assessments for fiscal year 2015/2016. The annual budget for the maintenance and operation of the improvements is based on estimated expenses for the upcoming fiscal year. Parcels within the District are assessed proportionately for only those improvements and services that are a direct and special benefit to each property in the District.

The City Council proposes to levy and collect annual assessments on the County tax roll to provide ongoing funding for the costs and expenses required to service and maintain drainage improvements and appurtenant facilities that are necessary and essential requirements for the development of the properties within the District to cause the protection of those properties and the surrounding ecological environment from flooding. The improvements to be provided by the District and the assessments described herein are made pursuant to the 1982 Act and the substantive and procedural provisions of the California Constitution.

The District and the assessments described herein for fiscal year 2015/2016 will provide a funding source for the continued operation and maintenance of the drainage improvements that are directly associated with the development of properties within the District and for the special benefit of those properties.

The budgets and assessments described in this Report are based on the planned improvements and development requirements associated with Parcel Map 10997. The budgets described herein, represent an estimate of the direct expenditures, incidental expenses, and fund balances that will be necessary to ensure proper maintenance, servicing and funding needs to support the drainage improvements that provide special benefit to properties within the District.

The word “parcel,” for the purposes of this Report, refers to an individual property assigned its own Assessor’s Parcel Number (APN) by the Kern County Assessor’s Office. The Kern County Auditor-Controller uses Assessor’s Parcel Numbers and

specific Fund Numbers to identify properties to be assessed on the tax roll for the special benefit assessments.

Pursuant to the 1982 Act, the City Council conducted the required public hearings necessary to accept property owner protests, public comments and testimony regarding the formation of the District and the proposed annual levy of assessments. In conjunction with the required 1982 Act formation proceedings (public hearing), the City conducted property owner protest ballot proceedings for the annual assessments and assessment range formula described in the Original Report in compliance with the substantive and procedural requirements of the California Constitution Article XIII D. The proposed formations and annual assessments for each District were approved and established at the public hearing for the District, and pursuant to the 1982 Act.

Each subsequent fiscal year, a Report shall be prepared and presented to the City Council describing any changes to the improvements, the proposed services, the annual budget and assessments for that fiscal year, and the City Council shall hold a noticed public hearing regarding these matters prior to approving and ordering the proposed levy of assessments.

This Report consists of five (5) parts:

Part I

Plans and Specifications: A description of the District boundaries and the proposed improvements associated with the District. The District is being formed with a single benefit zone encompassing all properties within the territory identified as Tehachapi Drainage Benefit Assessment District No.2014-1 (Parcel Map 10997).

Part II

The Method of Apportionment: A discussion of benefits the improvements and services provide to properties within the District and the method of calculating each property's proportional special benefit and annual assessment. This section also identifies and outlines an Assessment Range Formula that provides for an annual adjustment to the maximum assessment rate that establishes limits on future assessments, but also provides for reasonable cost adjustments due to inflation without the added expense of additional property owner protest ballot proceedings.

Part III

The District Budget: An estimate of the annual costs to operate, maintain and service drainage improvements related to the properties within the District. This budget includes an estimate of anticipated direct maintenance costs and incidental expenses including, but not limited to administration expenses and the collection of appropriate fund balances to establish an initial maximum assessment to be approved by the property owners of record. The special benefit maximum assessment proposed for this District is based on an estimate of the annual maintenance and operational expenses at full build out of the improvements. The proposed assessments for the first fiscal year (2014/2015), and each subsequent year shall be based on the estimated net annual cost of operating, maintaining and servicing the District improvements for that fiscal

year. The proposed maximum assessment (Rate per Equivalent Benefit Unit) identified in the budget of this Report establishes the initial maximum assessment rate for the District in fiscal year 2015/2016 and shall be adjusted annually by the Assessment Range Formula described in the method of apportionment.

Part IV

District Diagram: A Diagram showing the exterior boundaries of the District is provided in this Report and includes all parcels that will receive special benefits from the improvements. Parcel identification, the lines and dimensions of each lot, parcel and subdivision of land within the District, are inclusive of all parcels as shown on the Kern County Assessor's Parcel Maps as they existed at the time this report was prepared and includes all subsequent subdivisions, lot line adjustments or parcel changes therein. Reference is hereby made to the Kern County Assessor's maps for a detailed description of the lines and dimensions of each lot and parcel of land within the District.

Part V

Assessment Roll: A listing of the proposed assessment amount to be presented to the property owners of record in the protest ballot proceedings required pursuant to the provisions of the California Constitution. The proposed assessment amount for each parcel is based on the parcel's proportional special benefit as outlined in the method of apportionment and the proposed initial maximum assessment rate.

PART I — PLANS AND SPECIFICATIONS

PROPERTIES WITHIN THE DISTRICT

Drainage Benefit Assessment District No. 2014-1, (Parcel Map 10997), consists of 9 parcels designated for non-residential purposes and 1 parcel which incorporates most of the improvements to be maintained

The purpose of the District is to ensure the ongoing maintenance, operation, and servicing of drainage improvements installed in connection with development of properties within the District. This District will provide the financial mechanism (annual assessments) by which the ongoing operation and maintenance of these improvements will be funded.

The District structure, improvements, method of apportionment and assessments described in this Report are based on current development and improvement plans including all estimated direct expenditures, incidental expenses, and reserves associated with the maintenance and servicing of the improvements.

The District is located within the boundaries of the City of Tehachapi, generally situated on Industrial Parkway and North Curry Street.

FUNDING AUTHORIZED BY THE 1982 ACT

As generally defined by the Benefit Assessment Act of 1982 and applicable to this District, the City may impose a benefit assessment to finance the maintenance and operation costs of the following services:

- 1) Drainage; and,
- 2) Flood Control

In addition to imposing a benefit assessment for the annual maintenance and operation of the District improvements, the City may also authorize an assessment or utilize existing assessment revenues to finance the installation, construction or replacement of drainage and flood control facilities. While such activities are permitted under the 1982 Act, the budget and assessments for this District only provide for normal maintenance and operation of the improvements. Since most major rehabilitation/construction projects result from unforeseen damages, the extent and cost of such projects are not easily predicted and to accumulate funds as part of the normal annual assessments is not practical. If such funding becomes necessary, the City may present a new or increased assessment to the property owners to support such projects.

IMPROVEMENTS AND SERVICES

The purpose of this District is to fund the activities necessary to maintain and service the corresponding drainage improvements required of properties within the District. The

maintenance and operation of these improvements may include but are not limited to all materials, equipment, labor, and incidental expenses deemed necessary to keep these improvements in satisfactory condition as well as the collection of assessment installments for the periodic service activities, repair or rehabilitation of various improvements and facilities (not capital improvements expenditures or replacement of the drainage infrastructure).

Detailed maps and descriptions of the location and extent of the improvements to be maintained by the District are on file in the Office of Public Works and by reference are made part of this Report. These plans and specifications may be amended or modified from time to time to reflect future property development within the District or necessary changes to the planned developments currently approved by the City. The net annual cost to provide and maintain the improvements determined to be of special benefit shall be allocated to each property in proportion to the special benefits received from those various improvements. The District improvements and services are generally described as:

Drainage Maintenance

For Parcel Map 10997, the drainage improvements are as follows:

- Basin Maintenance (Parcel Map 10997)
- All appurtenant facilities, equipment, materials and utilities related to the aforementioned improvements.

PART II — METHOD OF APPORTIONMENT

The 1982 Act permits the establishment of assessment districts by agencies for the purpose of providing for the maintenance, operation and servicing of drainage and flood control improvements as well as streets, roads and appurtenant facilities. The 1982 Act further requires that the cost of these improvements be levied according to benefit rather than assessed value:

“The amount of the assessment imposed on any parcel of property shall be related to the benefit to the parcel which will be derived from the provision of the service”.

Furthermore:

“The annual aggregate amount of the assessment shall not exceed the estimated annual cost of providing the service, except that the legislative body may, by resolution, determine that the estimated cost of work authorized ... is greater than can be conveniently raised from a single annual assessment and order that the estimated cost shall be raised by an assessment levied and collected in installments.... The revenue derived from the assessment shall not be used to pay the cost of any service other than the service for which the assessment was levied.

The method of apportionment described in this Report for allocation of special benefit assessments reflects the composition of parcels within the District and the improvements and services provided, to fairly apportion the costs based on the special benefits to each parcel.

BENEFIT ANALYSIS

The ongoing maintenance and servicing of the District improvements is an integral part of the use and preservation of the properties within the District and as such confer a particular and distinct special benefit to those parcels. The proper maintenance of the improvements and appurtenant facilities allows individual parcels to be developed and used to their fullest extent by ensuring adequate drainage and proper control of excess water during periods of rain, which is essential to preservation and protection of private property. In reviewing the drainage analysis prepared in connection with the development of properties in Parcel Map 10997 (which contains all parcels within the District) it was determined that improvements to be maintained through this District are only necessary to provide drainage and control of excess water during periods of rain for properties within the District only. That analysis indicated that the drainage and flow of excess water during periods of rain from surrounding properties will not be addressed by the District improvements and these improvements are only necessary to mitigate water run-off from the properties in the District. Therefore it has been determined that these drainage improvements and the maintenance and servicing of such

improvements is entirely a special benefit to properties in the District and there is no quantifiable general benefit to properties or the public at large.

ASSESSMENT METHODOLOGY

All costs associated with the improvements and services shall be fairly distributed among the parcels based upon the special benefit received by each parcel. Additionally, in compliance with the California Constitution Article XIID Section 4, each parcel's assessment may not exceed the reasonable cost of the proportional special benefit conferred to that parcel. The method of apportionment established for this District and described herein, reflects the proportional special benefit each property receives from the improvements and services based on the actual or proposed land use of that parcel as compared to other properties within the District. The benefit formula used to determine the assessment obligation for each parcel is based upon both the type of improvements that benefit that particular parcel as well as the proposed land use of each property as compared to other parcels that benefit from those specific improvements.

Upon review of the improvements and the proposed development of properties within the District it has been determined that all properties receive similar special benefits from each of the improvements and services to be funded by annual assessments and a single zone of benefit is appropriate for the allocation of the assessments and proportional special benefit.

Equivalent Benefit Units:

To assess benefits equitably it is necessary to relate each property's proportional special benefits to the special benefits of all other properties within the District. The method of apportionment established for most districts formed under the 1982 Benefit Act utilizes a weighted method of apportionment known as an Equivalent Benefit Unit (EBU) methodology that uses a weighted EBU based on an assessment formula that equates the property's specific development characteristics such as land use and size to that of other properties in the District.

Because this district is comprised of only properties that will be developed for non-residential use (excluding the drainage basin which is part of the improvements being maintained) the Equivalent Benefit Unit (EBU) methodology for this District is based entirely on the acreage of the benefiting parcels which provides a reasonable reflection of the anticipated water run-off from each parcel and their proportional special benefit. Therefore each non-residential parcel is assigned 1.0 EBU per acre and parcels less than .25 acre are assigned a minimum of 0.25 EBU. Exempt from assessment is the acreage (parcels or future parcels) that encompass the drainage basin for the District.

Assessment Calculations:

The following formula is used to calculate each parcel's EBU (proportional benefit).

$$\text{Parcel Acreage} = \text{Parcel EBU}$$

The total number of Equivalent Benefit Units (EBU's) is the sum of all individual EBU's applied to parcels that receive special benefit from the improvements. An assessment amount per EBU (Assessment Rate) for the improvements is established by taking the total cost of the improvements and dividing that amount by the total number of EBU's of all parcels benefiting from the improvements. This Rate is then applied back to each parcel's individual EBU to determine the parcel's proportionate benefit and assessment obligation for the improvements.

$$\text{Total Balance to Levy} / \text{Total EBU} = \text{Levy per EBU}$$

$$\text{Levy per EBU} \times \text{Parcel EBU} = \text{Parcel Levy Amount}$$

ASSESSMENT RANGE FORMULA

Any new or increased assessment requires certain noticing and meeting requirements by law. Prior to the passage of Proposition 218 (California Constitution Articles XIII C and XIII D), legislative changes in the Brown Act defined a "new or increased assessment" to exclude certain conditions. These conditions included "any assessment that does not exceed an assessment formula or range of assessments previously adopted by the agency or approved by the voters in the area where the assessment is imposed." This definition and conditions were later confirmed through Senate Bill 919 (Proposition 218 implementing legislation).

The purpose of establishing an Assessment Range Formula is to provide for reasonable increases and inflationary adjustment to annual assessments without requiring costly noticing and mailing procedures, which could add to the Annexation costs and assessments. Commencing with fiscal year 2015/2016, the amount of the assessment for the Annexation may be increased to adjust for increases in labor and material costs. This increase will be based upon the greater of the latest composite percentage change in California Public Utilities Commission ("CPUC") approved rates for each light fixture used in the City's streetlight Maintenance Districts or the Consumer Price Index, All Urban Consumers, for the Los Angeles-Orange-Riverside County Area, as determined by the United States Department of Labor, or its successor, without conducting another mailed ballot election. The Engineer shall compute the percentage difference between the CPI and/or CPUC rates for February of each year and the CPI and/or CPUC rates for the previous February, and shall then adjust the existing assessment by an amount not to exceed such percentage for the following fiscal year. Should the Bureau of Labor Statistics revise such index or discontinue the preparation of such index, the Engineer

shall use the revised index or a comparable system as approved by the City Council for determining fluctuations in the cost of living.

The Assessment Range Formula shall be applied to all future assessments within the Annexation. Generally, if the proposed annual assessment (levy per EBU) for the current fiscal year is less than or equal to the calculated Maximum Assessment, then the proposed annual assessment is not considered an increased assessment. The Maximum Assessment is equal to the initial Assessment (approved by property owners within the Annexation) adjusted annually by the CPI.

The Maximum Assessment is adjusted annually and is calculated independent of the Annexation's annual budget and proposed annual assessment. Any proposed annual assessment (rate per EBU less than or equal to this Maximum Assessment) is not considered an increased assessment, even if the proposed assessment is greater than the assessment applied in the prior fiscal year.

Although the Maximum Assessment will increase each year, the actual assessment may remain unchanged. The Maximum Assessment adjustment is designed to establish a reasonable limit on assessments. The Maximum Assessment calculated each year does not require or facilitate an increase to the annual assessment and neither does it restrict assessments to the adjusted maximum amount. If the budget and assessment for the fiscal year do not require an increase, or the increase is less than the adjusted Maximum Assessment, then the required budget and assessment may be applied without additional property owner balloting. If the budget and assessments calculated requires an increase greater than the adjusted Maximum Assessment, then the assessment is considered an increased assessment and would be subject to balloting.

PART III — DISTRICT BUDGETS

The following budget outlines the estimated annual costs to be collected and deemed necessary for the operation, maintenance and servicing of the improvements for the District. The maximum assessment (Rate per Equivalent Benefit Unit) identified by this budget establishes the initial maximum assessment for the District in fiscal year 2015/2016. This assessment rate shall be adjusted annually by the Assessment Range Formula described in the method of apportionment and collectively this assessment rate and inflationary adjustment will be presented to the property owners of record for approval as part of the balloting process for new or increased assessments in accordance with the provisions of the California Constitution, Article XIII D.

BAD District No. 2014-1, (Parcel Map 10997)

Fund Number 20636

Levy Components	Budget
MAINTENANCE & OPERATION EXPENSES	
Drain Sump Maintenance	\$ 6,000.00
Drainage Basin Maintenance	\$ 3,670.00
Total Direct Costs	\$ 9,670.00
INCIDENTAL/ADMINISTRATION EXPENSES	
Levy Administration and Professional Services	\$ 1,140.27
County Collection Fee	1.50
City Overhead and Administration	967.00
Total Incidental Costs	\$ 2,108.77
Total Maintenance, Operation & Incidental Expenses	\$ 11,778.77
COLLECTIONS/(CREDITS) APPLIED TO LEVY	
General Benefit Contribution	\$ -
Reserve Collection/(Transfer)	110.54
Additional City Contribution	-
Total Contribution/Credit	\$ 110.54
Balance to Levy (Budgeted)	\$ 11,889.31
DISTRICT STATISTICS	
Total Parcels	8
Total Parcels Levied	6
Total Equivalent Benefit Units	12.65
Proposed Levy per Benefit Unit	166.35
Calculated Levy per Benefit Unit	\$ 939.87
Maximum Levy per Benefit Unit (FY 2014/2015)	\$ 938.94
Maximum Levy per Benefit Unit (FY 2015/2016)	\$ 939.87

PART IV — DISTRICT DIAGRAM

The following District Diagram identifies the area of land within the District to be designated as “Drainage Benefit Assessment District No. 2014-1 (Parcel Map 10997)”, based on the development and improvement plans for the District, Kern County Assessor’s Maps, and Kern County Assessor’s property information as the same existed at the time this Report was prepared. The District includes Kern County Assessor’s Parcel Map Book 415, Page 170, Parcels 13, 14, 15, 16, 17, 18, and 19. The combination of this map and the Assessment Roll contained in Part V of this Report constitute the Assessment Diagram for the District. The maximum assessment rate, assessment range formula and the proposed assessment amount for each of the lots and parcels of land within the District, as described herein, shall be presented to the property owners of record for approval or protest in accordance with the provisions of the California Constitution.

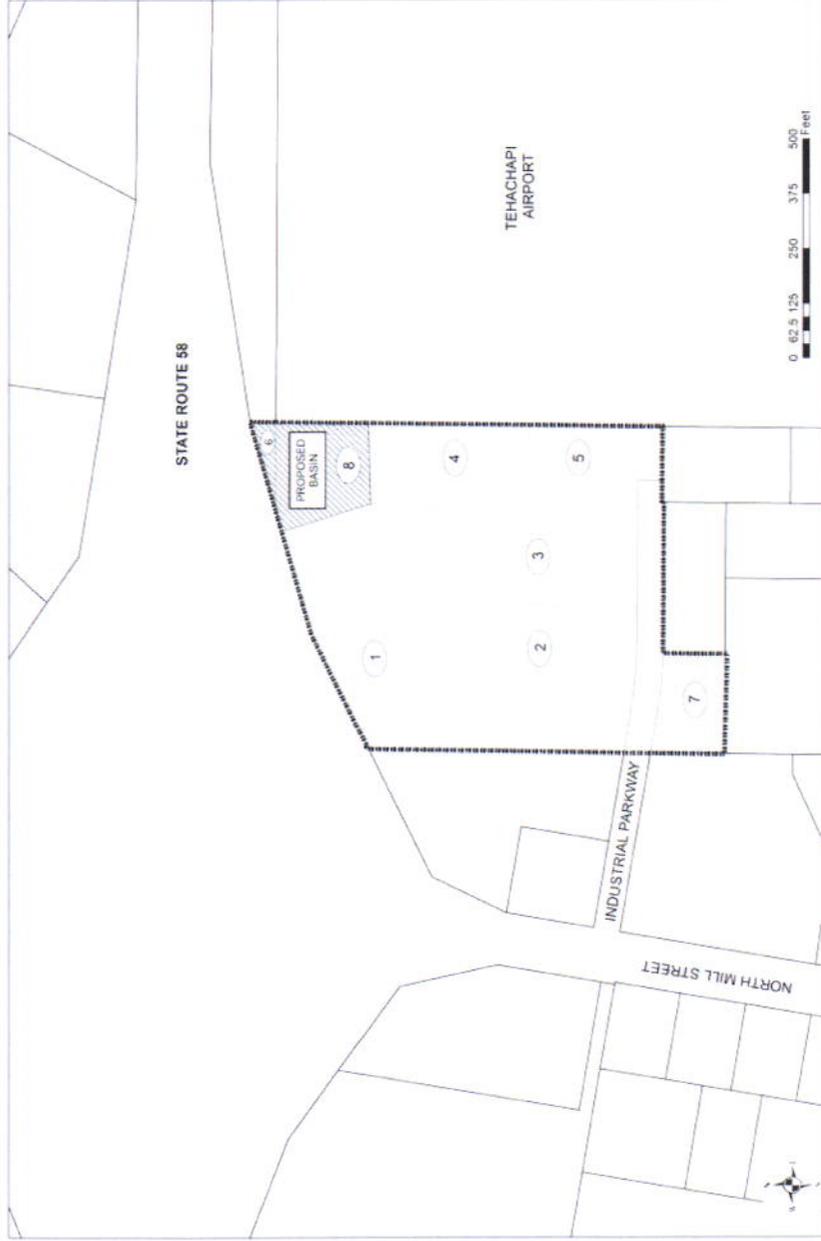
A copy of the District Diagram follows:

**ASSESSMENT DIAGRAM FOR
DRAINAGE BENEFIT ASSESSMENT DISTRICT NO. 2014-1
CITY OF TEHACHAPI, COUNTY OF KERN, STATE OF CALIFORNIA**

SHEET 1 OF 1

**PROPOSED BOUNDARIES OF
DRAINAGE BENEFIT ASSESSMENT DISTRICT NO. 2014-1
(PARCEL MAP 10997)**

CITY OF TEHACHAPI
COUNTY OF KERN
STATE OF CALIFORNIA



FILED IN THE OFFICE OF THE CITY CLERK THIS _____ DAY
OF _____ 20____.

I HEREBY CERTIFY THAT THIS MAP SHOWING THE
BOUNDARIES OF DRAINAGE BENEFIT ASSESSMENT DISTRICT
NO. 2014-1 OF THE CITY OF TEHACHAPI, COUNTY OF KERN,
STATE OF CALIFORNIA, WAS APPROVED BY THE CITY COUNCIL OF THE CITY OF TEHACHAPI AT A
REGULAR MEETING HELD ON THIS _____ DAY OF
_____ 20____ BY ITS RESOLUTION NO. _____

CITY CLERK
CITY OF TEHACHAPI

MAP REFERENCE NUMBER	ASSESSOR'S PARCEL NUMBER
1	Portion of 415-170-14
2	415-170-35
3	415-170-36
4	415-170-17
5	415-170-38
6	415-170-19
7	415-170-13
8	Portion of 415-170-14

Legend

- District Boundary
- Map Reference Number

PART V — ASSESSMENT ROLL

Parcel identification for each lot or parcel within the District is outlined in the preceding Assessment Diagram and is based on available parcel maps and property data from the Kern County Assessor’s Office at the time this Engineer’s Report was prepared. A listing of the lots and parcels to be assessed within this District commencing in Fiscal Year 2015/2016, along with the assessment amount for each such lot or parcel is provided below.

If any parcel submitted for collection is identified by the County Auditor-Controller to be an invalid parcel number for the fiscal year, a corrected parcel number and/or new parcel numbers will be identified and resubmitted to the County Auditor-Controller. The assessment amount to be levied and collected for the resubmitted parcel or parcels shall be based on the method of apportionment and assessment rates described in this Report as approved by the City Council. Therefore, if a single parcel is subdivided to multiple parcels, the assessment amount applied to each of the new parcels shall be recalculated and applied according to the approved method of apportionment and assessment rate rather than a proportionate share of the original assessment amount.

The following is a list of the lots and parcels of land (parcels) within the District and the corresponding assessment amounts to be levied for Fiscal Year 2015/2016 as determined by the assessment rate and method of apportionment described herein:

Map Reference Number	APN	Acreage	Designated Land Use	Equivalent Benefit Unites	Balloted Amount Assessment (FY 2015/2016)
1	415-170-14 (Portion of)	3.96	Non-Residential Development	3.96	\$3,721.87
2	415-170-15	2.25	Non-Residential Development	2.25	\$2,114.70
3	415-170-16	2.93	Non-Residential Development	2.93	\$2,753.81
4	415-170-17	1.71	Non-Residential Development	1.71	\$1,607.17
5	415-170-18	1.02	Non-Residential Development	1.02	\$958.66
6	415-170-19	0.13	Exempt Parcel	-	\$0.00
7	415-170-13	0.78	Vacant Non-Residential	0.78	\$733.10
8	415-170-14 (Portion of)	1.05	Exempt Parcel	-	\$0.00
TOTAL		13.83		12.65	\$11,889.31