

AGENDA
MCFARLAND CITY COUNCIL
MCFARLAND SUCCESSOR AGENCY
MCFARLAND PUBLIC FINANCE AUTHORITY
MCFARLAND IMPROVEMENT AUTHORITY
MCFARLAND PARKING AUTHORITY
MCFARLAND USA FOUNDATION

REGULAR MEETING
CITY COUNCIL CHAMBERS
103 W. SHERWOOD AVE, MCFARLAND, CA

April 8, 2021
6:00 PM

CALL TO ORDER

ROLL CALL:

Mayor/Chairman, Sally Gonzalez
Mayor Pro Tem, Maria T. Pérez
Council Member/Board Member, Eric Rodriguez
Council Member/Board Member, Saul Ayon
Council Member/Board Member, Ricardo Cano

INVOCATION

PLEDGE OF ALLEGIANCE

PRESENTATIONS, INTRODUCTIONS AND AWARDS

None

PUBLIC COMMENT: The public may address the Council/Board Member on items, which do not appear on the agenda. Council/Board Members may respond briefly to statements made or questions posed. They may ask a question for clarification; may refer the item to staff for further study or for placement on a future agenda. **Speakers are limited to two minutes for each person. Please state your name and address for the record prior to making a presentation. Fifteen minutes total will be allowed for any one subject.**

CONSENT AGENDA: The Consent Agenda consists of items that in staff's opinion are routine and non-controversial. These items are approved in one motion unless a Council Member/Board Member removes a particular item.

1. Warrant Register for \$ 881,484.41 from March 16, 2021 to March 31, 2021.
2. Payroll Register for \$ 154,021.01 for March 2021.
3. Approval of March 25, 2021 Minutes.
4. Approve Phantom Fireworks Lease Agreement to Place a Firework Stand on City Property Located at the Southwest Corner of East Sherwood Ave.

PUBLIC HEARINGS

5. Adopt Resolution No. 2021-0012, A Resolution of the City Council of the City of McFarland Finding There Are No Unmet Public Transit Needs Which Can Reasonably be Met in the City of McFarland (2020/2021).
 - a. Take Public Testimony
 - b. Adopt Resolution No. 2021-0012

DEPARTMENTAL REPORTS

- a. Administration
- b. Police Department
- c. Public Works Department
- d. Finance Department
- e. Community Development Department

ADMINISTRATIVE AGENDA

6. Report, Discussion, and Possible Approval of the City of McFarland's Audited Financial Statements for Fiscal Year Ending June 30, 2018.
7. Approve Resolution No. 2021-0014, A Resolution of the City Council of the City of McFarland Approving Urban Forestry Guidelines.
8. Motion to Approve Resolution No. 2021-0015, A Resolution of the City Council of the City of McFarland Approving an Economic Strategy.
9. Motion to Approve Resolution No. 2021-0016, A Resolution of the City Council of the City of McFarland Approving Industrial Design Guidelines.
10. Approve Resolution No. 2021-0013 Adopting a List of Projects for Fiscal Year 2021-2022 Funded by SB1: The Road Repair and Accountability Act of 2017.
11. Report, Discussion, and Possible Approval of Second Amendment Agreement Between the City of McFarland and San Joaquin Renewables LLC to Extend the Closing Date of the Agreement.
12. Per Councilmember Ayon's Request, Discuss the creation of a Creating a New Full-Time Animal Control Officer Position and Full Time Code Enforcement Officer Position.
13. Per Councilmember Cano's Request, Discuss the Possibility of Increasing Vehicle Vending (Mobile Vendors) Ordinance No. 013-2011 Section (5.44.020).
14. Per Councilmember Cano's Request, Discuss the Possibility to Increase Garage Sales (Yard Sales) in the City of McFarland Ordinance No. 306-2005 Section (5.48.030).

15. Introduction and First Reading of Ordinance No. 0001-2021, Ordinance reads as Follows:
AN ORDINANCE OF THE CITY OF MCFARLAND REGARDING CITY MANAGER AND AMENDING TITLE 2, CHAPTER 2.16 OF THE MCFARLAND MUNICIPAL CODE TO REPEAL SECTIONS 2.16.120, 2.16.130, 2.16.140, 2.16.150, 2.16.160, 2.16.160, 2.16.170, 2.16.180, 2.16.190, 2.16.200, 2.16.210, 2.16.220, 2.16.230, 2.16.240, 2.16.250, and 2.16.260, AND AMEND SECTIONS 2.16.010, 2.16.020, 2.16.020, 2.16.030, 2.16.040, 2.16.050, 2.16.060, 2.16.070, 2.16.080, 2.16.090, 2.16.100, AND 2.16.110 AS PART OF A NEW TITLE 2, CHAPTER 2.16 OF THE MCFARLAND MUNICIPAL CODE
16. Introduction and First Reading of Ordinance No. 0002-2021, Ordinance reads as Follows:
AN ORDINANCE OF THE CITY OF MCFARLAND REGARDING CITY PERSONNEL SYSTEM AND AMENDING TITLE 2, CHAPTER 2.20 OF THE MCFARLAND MUNICIPAL CODE TO AMEND 2.20.010, 2.20.020, 2.20.030, 2.20.040, AND 2.20.050 AS PART OF A NEW TITLE 2, CHAPTER 2.20 OF THE MCFARLAND MUNICIPAL CODE

REPORTS FROM CITY COUNCIL ON COMMITTEE/SPECIAL DISTRICT MEETINGS

- a. Delano Mosquito Abatement District (DMAD) – Council Member Ricardo Cano
- b. Kern Council of Governments (KCOG) – Mayor Sally Gonzalez or Alternate Mayor Pro Tem Maria T. Pérez
- c. McFarland Tri-Agency Partners (MTAP) – Mayor Sally Gonzalez or Alternate Council Member Eric Rodriguez
- d. Kern Economic Development Corp. (KEDC) – Mayor Sally Gonzalez
- e. Kern County Association of Cities (KCAC)
- f. Poso Creek IRWMP

COUNCIL STATEMENTS AND REPORTS

On their own initiative, Council Members may make a brief announcement or a brief report on their own activities. In addition, Council Members may ask a question of staff or the public for clarification on any matter, provide a reference to staff or other resources for information. Alternatively, request staff to report to the City Council at a later meeting concerning any matter. Furthermore, the City Council, or any member thereof, may take action to direct staff to place a matter of business on a future agenda.

CLOSED SESSION

1. CONFERENCE WITH LEGAL COUNSEL – Existing Litigation (Government Code §54956.9):
CITY OF MCFARLAND VS. THE DOW CHEMICAL COMPANY ET AL, Case Number:
CGC18568838
2. CONFERENCE WITH LABOR NEGOTIATORS
Agency designated representatives: City Manager, City HR Attorney
Employee organization: McFarland Police Officers Association

ADJOURNMENT

This is to certify this agenda was posted at McFarland City Hall on April 5, 2021.

Francisca Alvarado, City Clerk

Next Meeting: Regular City Council Meeting April 22, 2021.

The City of McFarland does not discriminate based on disability and complies with the provisions of the Americans with Disabilities Act (ADA). If you need special assistance to participate in this meeting, please contact the City Clerk's Office at (661) 792-3091 at least one business day prior to the meeting to make reasonable arrangements to ensure accessibility to this meeting.



City of McFarland, CA

Expense Approval Report

By Vendor Name

Post Dates 3/16/2021 - 3/31/2021

Vendor Name	Payable Number	Post Date	Account Number	Amount
Vendor: American Fidelity - American Fidelity				
American Fidelity	INV0018309	03/25/2021	30-22800-0000-1	8.66
American Fidelity	INV0018310	03/25/2021	34-22800-0000-1	15.41
American Fidelity	INV0018311	03/25/2021	30-22900-0000-1	15.43
American Fidelity	INV0018312	03/25/2021	01-22700-0000-1	74.49
American Fidelity	INV0018312	03/25/2021	30-22700-0000-1	66.98
American Fidelity	INV0018312	03/25/2021	31-22700-0000-1	0.22
American Fidelity	INV0018312	03/25/2021	32-22700-0000-1	14.31
American Fidelity	INV0018312	03/25/2021	34-22700-0000-1	30.76
American Fidelity	INV0018313	03/25/2021	01-22600-0000-1	75.12
American Fidelity	INV0018313	03/25/2021	30-22600-0000-1	80.60
American Fidelity	INV0018313	03/25/2021	31-22600-0000-1	3.48
American Fidelity	INV0018313	03/25/2021	32-22600-0000-1	60.19
American Fidelity	INV0018314	03/25/2021	01-22900-0000-1	28.99
American Fidelity	INV0018314	03/25/2021	30-22900-0000-1	43.44
American Fidelity	INV0018314	03/25/2021	31-22900-0000-1	8.46
American Fidelity	INV0018314	03/25/2021	32-22900-0000-1	29.53
American Fidelity	INV0018314	03/25/2021	34-22900-0000-1	34.33
American Fidelity	INV0018315	03/25/2021	01-22900-0000-1	5.01
American Fidelity	INV0018315	03/25/2021	30-22900-0000-1	26.22
American Fidelity	INV0018315	03/25/2021	31-22900-0000-1	0.03
American Fidelity	INV0018315	03/25/2021	32-22900-0000-1	5.61
American Fidelity	INV0018315	03/25/2021	34-22900-0000-1	13.85
American Fidelity	INV0018316	03/25/2021	01-22900-0000-1	3.37
American Fidelity	INV0018316	03/25/2021	30-22900-0000-1	4.03
American Fidelity	INV0018316	03/25/2021	31-22900-0000-1	0.05
American Fidelity	INV0018316	03/25/2021	32-22900-0000-1	3.90
American Fidelity	INV0018317	03/25/2021	01-22900-0000-1	2.88
American Fidelity	INV0018317	03/25/2021	30-22900-0000-1	3.12
American Fidelity	INV0018317	03/25/2021	31-22900-0000-1	0.03
American Fidelity	INV0018317	03/25/2021	32-22900-0000-1	3.03
American Fidelity	INV0018318	03/25/2021	01-22900-0000-1	1.35
American Fidelity	INV0018318	03/25/2021	30-22900-0000-1	1.01
American Fidelity	INV0018318	03/25/2021	32-22900-0000-1	1.03
American Fidelity	INV0018344	03/25/2021	30-22950-0000-1	5.54
American Fidelity	INV0018345	03/25/2021	34-22950-0000-1	8.12
American Fidelity	INV0018346	03/25/2021	30-22950-0000-1	16.50
American Fidelity	INV0018347	03/25/2021	34-22950-0000-1	16.65
American Fidelity	INV0018358	03/25/2021	01-22800-0000-1	34.75
American Fidelity	INV0018359	03/25/2021	01-22800-0000-1	8.66
American Fidelity	INV0018360	03/25/2021	01-22900-0000-1	9.81
American Fidelity	INV0018361	03/25/2021	01-22700-0000-1	294.62
American Fidelity	INV0018362	03/25/2021	01-22600-0000-1	3.84
American Fidelity	INV0018363	03/25/2021	01-22900-0000-1	133.82
American Fidelity	INV0018364	03/25/2021	01-22900-0000-1	24.00
American Fidelity	INV0018373	03/25/2021	01-22950-0000-1	13.53
Vendor American Fidelity - American Fidelity Total:				1,234.76

Vendor: At&t Mobility - At&t Mobility

At&t Mobility	287237972024X031120021	03/18/2021	01-105-57800-0000-1	309.58
At&t Mobility	287237972024X031120021	03/18/2021	01-110-57800-0000-1	72.43
At&t Mobility	287237972024X031120021	03/18/2021	01-110-57800-0000-1	6.57
At&t Mobility	287237972024X031120021	03/18/2021	01-115-57800-0000-1	95.68
At&t Mobility	287237972024X031120021	03/18/2021	01-140-57800-0000-1	72.60
At&t Mobility	287237972024X031120021	03/18/2021	01-155-57800-0000-1	72.60

Expense Approval Report

Post Dates: 3/16/2021 - 3/31/2021

Vendor Name	Payable Number	Post Date	Account Number	Amount
At&t Mobility	287237972024X031120021	03/18/2021	01-160-57800-0000-1	126.41
At&t Mobility	287237972024X031120021	03/18/2021	01-165-57800-0000-1	72.60

At&t Mobility	287237972024X031120021	03/18/2021	01-175-57800-0000-1	72.60
At&t Mobility	287237972024X031120021	03/18/2021	20-200-57800-0000-1	61.96
At&t Mobility	287237972024X031120021	03/18/2021	30-500-57800-0000-1	129.25
At&t Mobility	287237972024X031120021	03/18/2021	31-505-57800-0000-1	69.68
At&t Mobility	287237972024X031120021	03/18/2021	32-510-57800-0000-1	111.01
Vendor At&t Mobility - At&t Mobility Total:				1,272.97
Vendor: AWWA - AWWA				
AWWA	INV0018280	03/18/2021	32-510-53250-0000-1	459.00
Vendor AWWA - AWWA Total:				459.00
Vendor: BHT Engineering, Inc - BHT Engineering, Inc.				
BHT Engineering, Inc.	20-0404	03/18/2021	25-000-52960-8430-1	1,780.00
BHT Engineering, Inc.	20-0405	03/18/2021	25-000-52910-8405-1	425.00
Vendor BHT Engineering, Inc - BHT Engineering, Inc. Total:				2,205.00
Vendor: Brenntag - Brenntag Pacific Inc.				
Brenntag Pacific Inc.	BPI115380	03/18/2021	32-510-57400-0000-1	1,051.39
Vendor Brenntag - Brenntag Pacific Inc. Total:				1,051.39
Vendor: Business Card - Business Card				
Business Card	INV0018283	03/18/2021	01-110-57800-0000-1	8.75
Business Card	INV0018283	03/18/2021	30-500-57800-0000-1	13.12
Business Card	INV0018283	03/18/2021	32-510-57800-0000-1	13.12
Business Card	INV0018284	03/18/2021	01-105-56000-0000-1	9.99
Business Card	INV0018284	03/18/2021	01-115-56000-0000-1	9.99
Business Card	INV0018284	03/18/2021	01-140-56000-0000-1	9.99
Business Card	INV0018284	03/18/2021	01-150-56000-0000-1	9.99
Business Card	INV0018284	03/18/2021	01-155-56000-0000-1	9.99
Business Card	INV0018284	03/18/2021	01-160-56000-0000-1	9.99
Business Card	INV0018284	03/18/2021	01-165-56000-0000-1	9.99
Business Card	INV0018284	03/18/2021	01-175-56000-0000-1	9.99
Business Card	INV0018284	03/18/2021	01-180-56000-0000-1	9.99
Business Card	INV0018284	03/18/2021	30-500-56000-0000-1	9.99
Business Card	INV0018284	03/18/2021	31-505-56000-0000-1	9.99
Business Card	INV0018284	03/18/2021	32-510-56000-0000-1	9.99
Business Card	INV0018285	03/18/2021	01-110-52000-0000-1	62.50
Business Card	INV0018285	03/18/2021	30-500-52000-0000-1	93.75
Business Card	INV0018285	03/18/2021	32-510-52000-0000-1	93.75
Business Card	INV0018286	03/18/2021	01-115-57800-0000-1	23.00
Business Card	INV0018286	03/18/2021	30-500-57800-0000-1	22.99
Business Card	INV0018286	03/18/2021	31-505-57800-0000-1	7.67
Business Card	INV0018286	03/18/2021	32-510-57800-0000-1	23.00
Business Card	INV0018288	03/18/2021	01-150-55800-0000-1	55.30
Business Card	INV0018289	03/18/2021	01-105-56000-0000-1	9.16
Business Card	INV0018289	03/18/2021	01-115-56000-0000-1	9.16
Business Card	INV0018289	03/18/2021	01-140-56000-0000-1	9.16
Business Card	INV0018289	03/18/2021	01-150-56000-0000-1	9.16
Business Card	INV0018289	03/18/2021	01-155-56000-0000-1	9.22
Business Card	INV0018289	03/18/2021	01-160-56000-0000-1	9.16
Business Card	INV0018289	03/18/2021	01-165-56000-0000-1	9.16
Business Card	INV0018289	03/18/2021	01-175-56000-0000-1	9.16
Business Card	INV0018289	03/18/2021	01-180-56000-0000-1	9.16
Business Card	INV0018289	03/18/2021	30-500-56000-0000-1	9.16
Business Card	INV0018289	03/18/2021	31-505-56000-0000-1	9.16
Business Card	INV0018289	03/18/2021	32-510-56000-0000-1	9.16
Business Card	INV0018292	03/18/2021	01-165-57800-0000-1	228.20
Vendor Business Card - Business Card Total:				875.01

Expense Approval Report

Post Dates: 3/16/2021 - 3/31/2021

Vendor Name	Payable Number	Post Date	Account Number	Amount
Vendor: VAS200 - Carla Vasquez				
Carla Vasquez	INV0018282	03/18/2021	01-130-57100-0000-1	20.70
Vendor VAS200 - Carla Vasquez Total:				20.70
Vendor: CenCal Auto & Truck - CenCal Auto & Truck Parts, Inc.				
CenCal Auto & Truck Parts, Inc. 799210		03/18/2021	32-510-57400-0000-1	40.38
CenCal Auto & Truck Parts, Inc. 799371		03/18/2021	32-510-56600-0000-1	19.72

Vendor CenCal Auto & Truck - CenCal Auto & Truck Parts, Inc. Total:					60.10
Vendor: Creative Financial - Creative Financial					
Creative Financial	120500159	03/18/2021	01-115-52200-0000-1		1,280.32
Creative Financial	120500159	03/18/2021	30-500-52200-0000-1		1,280.32
Creative Financial	120500159	03/18/2021	31-505-52200-0000-1		426.78
Creative Financial	120500159	03/18/2021	32-510-52200-0000-1		1,280.32
Creative Financial	120500780	03/18/2021	01-115-52200-0000-1		2,790.00
Creative Financial	120500780	03/18/2021	30-500-52200-0000-1		2,790.00
Creative Financial	120500780	03/18/2021	31-505-52200-0000-1		930.00
Creative Financial	120500780	03/18/2021	32-510-52200-0000-1		2,790.00
Creative Financial	120510163	03/18/2021	01-115-52200-0000-1		643.11
Creative Financial	120510163	03/18/2021	30-500-52200-0000-1		643.11
Creative Financial	120510163	03/18/2021	31-505-52200-0000-1		214.37
Creative Financial	120510163	03/18/2021	32-510-52200-0000-1		643.11
Creative Financial	120520155	03/18/2021	01-115-52200-0000-1		275.40
Creative Financial	120520155	03/18/2021	30-500-52200-0000-1		275.40
Creative Financial	120520155	03/18/2021	31-505-52200-0000-1		91.80
Creative Financial	120520155	03/18/2021	32-510-52200-0000-1		275.40
Creative Financial	121100172	03/18/2021	01-115-52200-0000-1		829.52
Creative Financial	121100172	03/18/2021	30-500-52200-0000-1		829.52
Creative Financial	121100172	03/18/2021	31-505-52200-0000-1		276.49
Creative Financial	121100172	03/18/2021	32-510-52200-0000-1		829.52
Vendor Creative Financial - Creative Financial Total:					19,394.49
Vendor: De Lage Landen - De Lage Landen					
De Lage Landen	INV0018381	03/24/2021	01-150-52200-0000-1		1,301.26
Vendor De Lage Landen - De Lage Landen Total:					1,301.26
Vendor: DEL-TECH - DEL-TECH					
DEL-TECH	INV0018281	03/18/2021	30-500-56000-0000-1		880.00
Vendor DEL-TECH - DEL-TECH Total:					880.00
Vendor: Dooley Enterprises - Dooley Enterprises					
Dooley Enterprises	59551	03/19/2021	01-150-56800-0000-1		4,882.06
Vendor Dooley Enterprises - Dooley Enterprises Total:					4,882.06
Vendor: EDD - EDD					
EDD	INV0018352	03/25/2021	01-22200-0000-1		339.45
EDD	INV0018352	03/25/2021	20-22200-0000-1		23.19
EDD	INV0018352	03/25/2021	30-22200-0000-1		257.76
EDD	INV0018352	03/25/2021	31-22200-0000-1		1.36
EDD	INV0018352	03/25/2021	32-22200-0000-1		219.13
EDD	INV0018352	03/25/2021	34-22200-0000-1		15.95
EDD	INV0018353	03/25/2021	01-22200-0000-1		172.45
EDD	INV0018353	03/25/2021	20-22200-0000-1		17.78
EDD	INV0018353	03/25/2021	30-22200-0000-1		121.69
EDD	INV0018353	03/25/2021	31-22200-0000-1		10.81
EDD	INV0018353	03/25/2021	32-22200-0000-1		100.39
EDD	INV0018353	03/25/2021	34-22200-0000-1		13.10
EDD	INV0018354	03/25/2021	01-22250-0000-1		215.76
EDD	INV0018354	03/25/2021	20-22250-0000-1		91.25
EDD	INV0018354	03/25/2021	30-22250-0000-1		15.67
EDD	INV0018354	03/25/2021	31-22250-0000-1		15.67
EDD	INV0018354	03/25/2021	32-22250-0000-1		15.97
EDD	INV0018354	03/25/2021	34-22250-0000-1		27.78
EDD	INV0018376	03/25/2021	01-22200-0000-1		2,257.36
Vendor EDD - EDD Total:					
Vendor EDD - EDD Total:					4,991.48
Vendor: EFTPS - Electronic Federal Tax Payment System					
Electronic Federal Tax Paymen	INV0018350	03/25/2021	01-22050-0000-1		954.58
Electronic Federal Tax Paymen	INV0018350	03/25/2021	20-22050-0000-1		30.27

Expense Approval Report

Post Dates: 3/16/2021 - 3/31/2021

Vendor Name	Payable Number	Post Date	Account Number	Amount
EDD	INV0018377	03/25/2021	01-22200-0000-1	605.73
EDD	INV0018377	03/25/2021	30-22200-0000-1	0.74
EDD	INV0018377	03/25/2021	32-22200-0000-1	0.73
EDD	INV0018378	03/25/2021	01-22250-0000-1	442.63
EDD	INV0018378	03/25/2021	30-22250-0000-1	4.56
EDD	INV0018378	03/25/2021	32-22250-0000-1	4.57
Vendor EDD - EDD Total:				4,991.48

Electronic Federal Tax Payment	INV0018350	03/25/2021	30-22050-0000-1	739.42
Electronic Federal Tax Payment	INV0018350	03/25/2021	31-22050-0000-1	2.81
Electronic Federal Tax Payment	INV0018350	03/25/2021	32-22050-0000-1	530.42
Electronic Federal Tax Payment	INV0018350	03/25/2021	34-22050-0000-1	64.02
Electronic Federal Tax Payment	INV0018351	03/25/2021	01-22100-0000-1	2,138.02
Electronic Federal Tax Payment	INV0018351	03/25/2021	20-22100-0000-1	220.50
Electronic Federal Tax Payment	INV0018351	03/25/2021	30-22100-0000-1	1,508.82
Electronic Federal Tax Payment	INV0018351	03/25/2021	31-22100-0000-1	134.08
Electronic Federal Tax Payment	INV0018351	03/25/2021	32-22100-0000-1	1,245.44
Electronic Federal Tax Payment	INV0018351	03/25/2021	34-22100-0000-1	162.48
Electronic Federal Tax Payment	INV0018355	03/25/2021	01-22150-0000-1	500.02
Electronic Federal Tax Payment	INV0018355	03/25/2021	20-22150-0000-1	51.58
Electronic Federal Tax Payment	INV0018355	03/25/2021	30-22150-0000-1	352.96
Electronic Federal Tax Payment	INV0018355	03/25/2021	31-22150-0000-1	31.38
Electronic Federal Tax Payment	INV0018355	03/25/2021	32-22150-0000-1	291.16
Electronic Federal Tax Payment	INV0018355	03/25/2021	34-22150-0000-1	38.00
Electronic Federal Tax Payment	INV0018374	03/25/2021	01-22050-0000-1	6,376.60
Electronic Federal Tax Payment	INV0018375	03/25/2021	01-22100-0000-1	7,510.94
Electronic Federal Tax Payment	INV0018375	03/25/2021	30-22100-0000-1	9.12
Electronic Federal Tax Payment	INV0018375	03/25/2021	32-22100-0000-1	9.14
Electronic Federal Tax Payment	INV0018379	03/25/2021	01-22150-0000-1	1,756.62
Electronic Federal Tax Payment	INV0018379	03/25/2021	30-22150-0000-1	2.14
Electronic Federal Tax Payment	INV0018379	03/25/2021	32-22150-0000-1	2.14
Vendor EFTPS - Electronic Federal Tax Payment System Total:				24,662.66

Vendor: Frontier - Frontier California Inc.

Frontier California Inc.	INV0018293	03/18/2021	01-150-57800-0000-1	1,609.57
Frontier California Inc.	INV0018293	03/18/2021	01-150-57800-0000-1	396.85
Frontier California Inc.	INV0018293	03/18/2021	01-185-57800-0000-1	109.12
Frontier California Inc.	INV0018293	03/18/2021	01-185-57800-0000-1	69.21
Frontier California Inc.	INV0018293	03/18/2021	01-190-57800-0000-1	257.15
Frontier California Inc.	INV0018293	03/18/2021	30-500-57800-0000-1	257.15
Frontier California Inc.	INV0018293	03/18/2021	30-500-57800-0000-1	395.90
Frontier California Inc.	INV0018293	03/18/2021	31-505-57800-0000-1	257.15
Frontier California Inc.	INV0018293	03/18/2021	32-510-57800-0000-1	257.15
Frontier California Inc.	INV0018293	03/18/2021	32-510-57800-0000-1	184.65
Frontier California Inc.	INV0018293	03/18/2021	34-520-57800-0000-1	114.30
Vendor Frontier - Frontier California Inc. Total:				3,908.20

Vendor: Haaker Equipment Co. - Haaker Equipment Co.

Haaker Equipment Co.	INT08188	03/18/2021	01-115-55200-0000-1	35.38
Vendor Haaker Equipment Co. - Haaker Equipment Co. Total:				35.38

Vendor: Jefferies Bros. - Jefferies Bros.

Jefferies Bros.	83974	03/18/2021	32-510-57400-0000-1	634.11
Vendor Jefferies Bros. - Jefferies Bros. Total:				634.11

Vendor: John Hancock - John Hancock

John Hancock	INV0018299	03/19/2021	01-105-50400-0000-1	47.52
John Hancock	INV0018299	03/19/2021	01-110-50400-0000-1	142.55
John Hancock	INV0018299	03/19/2021	01-115-50400-0000-1	142.55
John Hancock	INV0018299	03/19/2021	01-140-50400-0000-1	190.07
John Hancock	INV0018299	03/19/2021	01-150-50400-0000-1	1,710.60

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Vendor Name	Payable Number	Post Date	Account Number	Amount
John Hancock	INV0018299	03/19/2021	01-155-50400-0000-1	142.55
John Hancock	INV0018299	03/19/2021	01-160-50400-0000-1	47.52
John Hancock	INV0018299	03/19/2021	01-165-50400-0000-1	47.52
John Hancock	INV0018299	03/19/2021	01-175-50400-0000-1	142.55
John Hancock	INV0018299	03/19/2021	01-180-50400-0000-1	380.13
John Hancock	INV0018299	03/19/2021	30-500-50400-0000-1	807.78
John Hancock	INV0018299	03/19/2021	31-505-50400-0000-1	95.03
John Hancock	INV0018299	03/19/2021	32-510-50400-0000-1	855.30
John Hancock	INV0018305	03/25/2021	01-20800-0000-1	886.46
John Hancock	INV0018305	03/25/2021	20-20800-0000-1	172.13
John Hancock	INV0018305	03/25/2021	30-20800-0000-1	502.54
John Hancock	INV0018305	03/25/2021	31-20800-0000-1	100.59
John Hancock	INV0018305	03/25/2021	32-20800-0000-1	411.77
John Hancock	INV0018306	03/25/2021	01-20800-0000-1	352.06
John Hancock	INV0018306	03/25/2021	20-20800-0000-1	14.96

John Hancock	INV0018306	03/25/2021	30-20800-0000-1	332.30
John Hancock	INV0018306	03/25/2021	31-20800-0000-1	12.66
John Hancock	INV0018306	03/25/2021	32-20800-0000-1	156.80
John Hancock	INV0018319	03/25/2021	01-20800-0000-1	19.40
John Hancock	INV0018319	03/25/2021	30-20800-0000-1	14.56
John Hancock	INV0018319	03/25/2021	32-20800-0000-1	14.55
John Hancock	INV0018320	03/25/2021	30-20800-0000-1	100.02
John Hancock	INV0018321	03/25/2021	01-20800-0000-1	35.80
John Hancock	INV0018321	03/25/2021	30-20800-0000-1	54.11
John Hancock	INV0018321	03/25/2021	31-20800-0000-1	0.81
John Hancock	INV0018321	03/25/2021	32-20800-0000-1	52.48
John Hancock	INV0018322	03/25/2021	01-20800-0000-1	33.92
John Hancock	INV0018323	03/25/2021	01-20800-0000-1	21.14
John Hancock	INV0018323	03/25/2021	30-20800-0000-1	15.86
John Hancock	INV0018323	03/25/2021	32-20800-0000-1	15.85
John Hancock	INV0018324	03/25/2021	01-20800-0000-1	946.01
John Hancock	INV0018325	03/25/2021	01-20800-0000-1	25.00
John Hancock	INV0018325	03/25/2021	30-20800-0000-1	37.79
John Hancock	INV0018325	03/25/2021	31-20800-0000-1	0.57
John Hancock	INV0018325	03/25/2021	32-20800-0000-1	36.64
John Hancock	INV0018326	03/25/2021	01-20800-0000-1	10.65
John Hancock	INV0018326	03/25/2021	30-20800-0000-1	12.43
John Hancock	INV0018326	03/25/2021	32-20800-0000-1	12.42
John Hancock	INV0018327	03/25/2021	01-20800-0000-1	71.20
John Hancock	INV0018327	03/25/2021	30-20800-0000-1	53.40
John Hancock	INV0018327	03/25/2021	32-20800-0000-1	53.40
John Hancock	INV0018328	03/25/2021	32-20800-0000-1	25.60
John Hancock	INV0018329	03/25/2021	34-20800-0000-1	100.00
John Hancock	INV0018330	03/25/2021	01-20800-0000-1	131.83
John Hancock	INV0018331	03/25/2021	32-20800-0000-1	89.08
John Hancock	INV0018332	03/25/2021	01-20800-0000-1	148.82
John Hancock	INV0018332	03/25/2021	30-20800-0000-1	111.61
John Hancock	INV0018332	03/25/2021	32-20800-0000-1	111.59
John Hancock	INV0018333	03/25/2021	01-20800-0000-1	17.08
John Hancock	INV0018333	03/25/2021	30-20800-0000-1	34.17
John Hancock	INV0018333	03/25/2021	32-20800-0000-1	34.17
John Hancock	INV0018334	03/25/2021	01-20800-0000-1	287.16
John Hancock	INV0018334	03/25/2021	20-20800-0000-1	8.88
John Hancock	INV0018335	03/25/2021	01-20800-0000-1	102.08
John Hancock	INV0018335	03/25/2021	30-20800-0000-1	76.56
John Hancock	INV0018335	03/25/2021	32-20800-0000-1	76.56
John Hancock	INV0018336	03/25/2021	01-20800-0000-1	194.48
John Hancock	INV0018337	03/25/2021	32-20800-0000-1	134.32
John Hancock	INV0018338	03/25/2021	01-20800-0000-1	78.76
John Hancock	INV0018338	03/25/2021	30-20800-0000-1	157.53

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John Hancock	INV0018338	03/25/2021	32-20800-0000-1	157.53
John Hancock	INV0018339	03/25/2021	30-20800-0000-1	255.20
John Hancock	INV0018340	03/25/2021	01-20800-0000-1	184.07
John Hancock	INV0018340	03/25/2021	20-20800-0000-1	5.69
John Hancock	INV0018341	03/25/2021	01-20800-0000-1	25.00
John Hancock	INV0018341	03/25/2021	30-20800-0000-1	37.79
John Hancock	INV0018341	03/25/2021	31-20800-0000-1	0.57
John Hancock	INV0018341	03/25/2021	32-20800-0000-1	36.64
John Hancock	INV0018342	03/25/2021	34-20800-0000-1	131.04
John Hancock	INV0018343	03/25/2021	01-20800-0000-1	131.04
John Hancock	INV0018356	03/25/2021	01-20800-0000-1	1,969.86
John Hancock	INV0018357	03/25/2021	01-20800-0000-1	1,103.33
John Hancock	INV0018365	03/25/2021	01-20800-0000-1	117.75
John Hancock	INV0018366	03/25/2021	01-20800-0000-1	151.92
John Hancock	INV0018367	03/25/2021	01-20800-0000-1	298.89
John Hancock	INV0018368	03/25/2021	01-20800-0000-1	281.57
John Hancock	INV0018369	03/25/2021	01-20800-0000-1	256.88
John Hancock	INV0018370	03/25/2021	01-20800-0000-1	235.46
John Hancock	INV0018371	03/25/2021	01-20800-0000-1	274.68

John Hancock	INV0018372	03/25/2021	01-20800-0000-1	776.92
Vendor John Hancock - John Hancock Total:				17,684.06
Vendor: Jorge's Smog & Repai - Jorge's Smog & Repai				
Jorge's Smog & Repai	012656	03/19/2021	01-150-56410-0000-1	926.53
Jorge's Smog & Repai	013714	03/19/2021	01-150-56410-0000-1	646.91
Vendor Jorge's Smog & Repai - Jorge's Smog & Repai Total:				1,573.44
Vendor: K.C. Waste - K.C. Waste				
K.C. Waste	INV0018298	03/18/2021	31-505-52800-0000-1	4,341.66
Vendor K.C. Waste - K.C. Waste Total:				4,341.66
Vendor: Keenan & Associates - Keenan & Associates				
Keenan & Associates	INV0018296	03/18/2021	01-105-50500-0000-1	1,701.97
Keenan & Associates	INV0018296	03/18/2021	01-110-50500-0000-1	478.08
Keenan & Associates	INV0018296	03/18/2021	01-115-50500-0000-1	478.08
Keenan & Associates	INV0018296	03/18/2021	01-150-50500-0000-1	12,211.57
Keenan & Associates	INV0018296	03/18/2021	01-175-50500-0000-1	1,912.33
Keenan & Associates	INV0018296	03/18/2021	01-180-50500-0000-1	3,283.64
Keenan & Associates	INV0018296	03/18/2021	20-200-50500-0000-1	101.56
Keenan & Associates	INV0018296	03/18/2021	30-500-50500-0000-1	2,256.55
Keenan & Associates	INV0018296	03/18/2021	31-505-50500-0000-1	478.09
Keenan & Associates	INV0018296	03/18/2021	32-510-50500-0000-1	2,256.55
Keenan & Associates	INV0018297	03/18/2021	01-105-50500-0000-1	1,035.06
Keenan & Associates	INV0018297	03/18/2021	01-110-50500-0000-1	532.06
Keenan & Associates	INV0018297	03/18/2021	01-115-50500-0000-1	(13.23)
Keenan & Associates	INV0018297	03/18/2021	01-150-50500-0000-1	4,510.72
Keenan & Associates	INV0018297	03/18/2021	01-150-50500-0000-1	3,044.30
Keenan & Associates	INV0018297	03/18/2021	01-155-50500-0000-1	1,702.58
Keenan & Associates	INV0018297	03/18/2021	01-160-50500-0000-1	1,720.69
Keenan & Associates	INV0018297	03/18/2021	01-165-50500-0000-1	425.65
Keenan & Associates	INV0018297	03/18/2021	01-180-50500-0000-1	1,127.96
Keenan & Associates	INV0018297	03/18/2021	01-180-50500-0000-1	3,097.24
Keenan & Associates	INV0018297	03/18/2021	20-200-50500-0000-1	172.07
Keenan & Associates	INV0018297	03/18/2021	30-500-50500-0000-1	1,482.44
Keenan & Associates	INV0018297	03/18/2021	30-500-50500-0000-1	5,484.54
Keenan & Associates	INV0018297	03/18/2021	31-505-50500-0000-1	397.08
Keenan & Associates	INV0018297	03/18/2021	32-510-50500-0000-1	5,505.83
Keenan & Associates	INV0018297	03/18/2021	32-510-50500-0000-1	1,191.24
Keenan & Associates	INV0018297	03/18/2021	32-510-50500-0000-1	291.20
Keenan & Associates	INV0018297	03/18/2021	34-520-50500-0000-1	2,128.23
Vendor Keenan & Associates - Keenan & Associates Total:				58,994.08

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Vendor Name	Payable Number	Post Date	Account Number	Amount
Vendor: Law & Associates Inv - Law & Associates Inv				
Law & Associates Inv	INV0018300	03/19/2021	01-150-56000-0000-1	2,600.00
Vendor Law & Associates Inv - Law & Associates Inv Total:				2,600.00
Vendor: League of California - League of California Cities				
League of California Cities	640773	03/18/2021	01-110-53200-0000-1	1,542.50
League of California Cities	640773	03/18/2021	30-500-53200-0000-1	2,313.75
League of California Cities	640773	03/18/2021	32-510-53200-0000-1	2,313.75
League of California Cities	7898	03/18/2021	01-110-53200-0000-1	34.42
League of California Cities	7898	03/18/2021	30-500-53200-0000-1	51.63
League of California Cities	7898	03/18/2021	32-510-53200-0000-1	51.63
Vendor League of California - League of California Cities Total:				6,307.68
Vendor: LeBeau - Thelen - LeBeau - Thelen				
LeBeau - Thelen	INV0018290	03/18/2021	01-130-56100-0000-1	50.00
LeBeau - Thelen	INV0018291	03/18/2021	01-130-56100-0000-1	187.50
Vendor LeBeau - Thelen - LeBeau - Thelen Total:				237.50
Vendor: Liebert C. Whitmore - Liebert C. Whitmore				
Liebert C. Whitmore	INV0018287	03/18/2021	01-130-56100-0000-1	12,079.50
Liebert C. Whitmore	INV0018287	03/18/2021	01-150-56100-0000-1	2,362.50
Vendor Liebert C. Whitmore - Liebert C. Whitmore Total:				14,442.00
Vendor: Golden Empire Water - Mario A. Cervantes				
Mario A. Cervantes	INV0018279	03/18/2021	32-510-50100-0000-1	1,462.00
Vendor Golden Empire Water - Mario A. Cervantes Total:				1,462.00

Vendor: Mass Mutual - Mass Mutual

Mass Mutual	INV0018307	03/25/2021	01-20800-0000-1	102.99
Mass Mutual	INV0018307	03/25/2021	30-20800-0000-1	155.63
Mass Mutual	INV0018307	03/25/2021	31-20800-0000-1	2.33
Mass Mutual	INV0018307	03/25/2021	32-20800-0000-1	150.97
Mass Mutual	INV0018308	03/25/2021	01-20800-0000-1	25.00
Mass Mutual	INV0018308	03/25/2021	30-20800-0000-1	37.79
Mass Mutual	INV0018308	03/25/2021	31-20800-0000-1	0.57
Mass Mutual	INV0018308	03/25/2021	32-20800-0000-1	36.64
Vendor Mass Mutual - Mass Mutual Total:				511.92

Vendor: MBS - Multi Business Systems

Multi Business Systems	326752	03/18/2021	01-130-57200-0000-1	50.27
Multi Business Systems	326752	03/18/2021	01-150-57200-0000-1	50.16
Multi Business Systems	326752	03/18/2021	01-180-57200-0000-1	50.16
Multi Business Systems	326752	03/18/2021	30-500-57200-0000-1	50.16
Multi Business Systems	326752	03/18/2021	31-505-57200-0000-1	50.16
Multi Business Systems	326752	03/18/2021	32-510-57200-0000-1	50.16
Vendor MBS - Multi Business Systems Total:				301.07

Vendor: Municipal Code - Municipal Code

Municipal Code	00353311	03/19/2021	01-105-56000-0000-1	850.00
Vendor Municipal Code - Municipal Code Total:				850.00

Vendor: Office Depot - Office Depot

Office Depot	1486670700	03/18/2021	01-130-57200-0000-1	88.45
Office Depot	1486670700	03/18/2021	30-500-57200-0000-1	88.45
Office Depot	1486670700	03/18/2021	31-505-57200-0000-1	88.45
Office Depot	1486670700	03/18/2021	32-510-57200-0000-1	88.46
Office Depot	150794888001	03/18/2021	01-130-57200-0000-1	11.26
Office Depot	150794888001	03/18/2021	30-500-57200-0000-1	11.26
Office Depot	150794888001	03/18/2021	31-505-57200-0000-1	11.26
Office Depot	150794888001	03/18/2021	32-510-57200-0000-1	11.25
Office Depot	152652798001	03/18/2021	01-130-57200-0000-1	309.21
Office Depot	152652798001	03/18/2021	30-500-57200-0000-1	309.21
Office Depot	152652798001	03/18/2021	31-505-57200-0000-1	309.21
Office Depot	152652798001	03/18/2021	32-510-57200-0000-1	309.22
Office Depot	155800634001	03/18/2021	01-130-57200-0000-1	88.48
Office Depot	155800634001	03/18/2021	30-500-57200-0000-1	88.48

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Office Depot	155800634001	03/18/2021	31-505-57200-0000-1	88.48
Office Depot	155800634001	03/18/2021	32-510-57200-0000-1	88.47
Office Depot	158434020001	03/18/2021	01-130-57200-0000-1	203.96
Office Depot	158434020001	03/18/2021	30-500-57200-0000-1	203.96
Office Depot	158434020001	03/18/2021	31-505-57200-0000-1	203.96
Office Depot	158434020001	03/18/2021	32-510-57200-0000-1	203.96
Office Depot	15845236001	03/18/2021	01-130-57200-0000-1	13.67
Office Depot	15845236001	03/18/2021	30-500-57200-0000-1	13.67
Office Depot	15845236001	03/18/2021	31-505-57200-0000-1	13.67
Office Depot	15845236001	03/18/2021	32-510-57200-0000-1	13.68
Office Depot	159559651001	03/18/2021	01-130-57200-0000-1	108.52
Office Depot	159559651001	03/18/2021	30-500-57200-0000-1	108.52
Office Depot	159559651001	03/18/2021	31-505-57200-0000-1	108.52
Office Depot	159559651001	03/18/2021	32-510-57200-0000-1	108.70
Vendor Office Depot - Office Depot Total:				3,294.39

Vendor: Personnel Concepts - Personnel Concepts

Personnel Concepts	9345566744	03/18/2021	01-130-57200-0000-1	167.75
Personnel Concepts	9345566744	03/18/2021	01-180-53200-0000-1	33.45
Personnel Concepts	9345566744	03/18/2021	30-500-53200-0000-1	50.68
Personnel Concepts	9345566744	03/18/2021	31-505-53200-0000-1	6.34
Personnel Concepts	9345566744	03/18/2021	32-510-53200-0000-1	57.08
Personnel Concepts	9345566744	03/18/2021	34-520-53200-0000-1	6.30
Vendor Personnel Concepts - Personnel Concepts Total:				321.60

Vendor: PG&E COMPANY - PG&E COMPANY

PG&E COMPANY	INV0018295	03/18/2021	01-180-58000-0000-1	191.67
PG&E COMPANY	INV0018295	03/18/2021	01-180-58000-0000-1	134.11
PG&E COMPANY	INV0018295	03/18/2021	01-180-58000-0000-1	41.45

PG&E COMPANY	INV0018295	03/18/2021	01-180-58000-0000-1	90.64
PG&E COMPANY	INV0018295	03/18/2021	01-180-58000-0000-1	225.30
PG&E COMPANY	INV0018295	03/18/2021	01-180-58000-0000-1	212.07
PG&E COMPANY	INV0018295	03/18/2021	01-180-58000-0000-1	1,082.70
PG&E COMPANY	INV0018295	03/18/2021	01-180-58100-0000-1	93.69
PG&E COMPANY	INV0018295	03/18/2021	01-180-58100-0000-1	456.18
PG&E COMPANY	INV0018295	03/18/2021	01-180-58100-0000-1	722.55
PG&E COMPANY	INV0018295	03/18/2021	01-180-58100-0000-1	46.22
PG&E COMPANY	INV0018295	03/18/2021	01-180-58100-0000-1	1,440.63
PG&E COMPANY	INV0018295	03/18/2021	01-180-58100-0000-1	17.17
PG&E COMPANY	INV0018295	03/18/2021	01-180-58100-0000-1	45.49
PG&E COMPANY	INV0018295	03/18/2021	01-180-58100-0000-1	875.64
PG&E COMPANY	INV0018295	03/18/2021	01-185-58000-0000-1	1,474.37
PG&E COMPANY	INV0018295	03/18/2021	01-190-58000-0000-1	3,044.52
PG&E COMPANY	INV0018295	03/18/2021	20-200-58100-0000-1	2,368.34
PG&E COMPANY	INV0018295	03/18/2021	20-200-58100-0000-1	1,138.48
PG&E COMPANY	INV0018295	03/18/2021	20-200-58100-0000-1	383.05
PG&E COMPANY	INV0018295	03/18/2021	20-200-58100-0000-1	71.35
PG&E COMPANY	INV0018295	03/18/2021	20-200-58100-0000-1	156.48
PG&E COMPANY	INV0018295	03/18/2021	32-510-58000-0000-1	233.26
PG&E COMPANY	INV0018295	03/18/2021	32-510-58000-0000-1	456.08
PG&E COMPANY	INV0018295	03/18/2021	32-510-58000-0000-1	30.22
PG&E COMPANY	INV0018295	03/18/2021	32-510-58000-0000-1	50.10
PG&E COMPANY	INV0018295	03/18/2021	32-510-58000-0000-1	946.32
Vendor PG&E COMPANY - PG&E COMPANY Total:				16,028.08
Vendor: Proffitt Constructio - Proffitt Construction Inc				
Proffitt Construction Inc	INV0018303	03/19/2021	25-000-52960-8080-1	212,840.55
Proffitt Construction Inc	INV0018304	03/19/2021	25-000-52960-8080-1	325,443.70
Vendor Proffitt Constructio - Proffitt Construction Inc Total:				538,284.25
Vendor: Richard A. Blak - Richard A. Blak PhD				
Richard A. Blak PhD	INV0018301	03/19/2021	01-150-56000-0000-1	450.00

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Richard A. Blak PhD	INV0018302	03/19/2021	01-150-56000-0000-1	450.00
Vendor Richard A. Blak - Richard A. Blak PhD Total:				900.00
Vendor: SPD - SPD				
SPD	175329	03/18/2021	01-130-55800-0000-1	1,741.47
SPD	175554	03/18/2021	26-110-53100-8223-1	172.12
SPD	175554	03/18/2021	34-520-56600-0000-1	606.20
SPD	175211	03/19/2021	30-500-57200-0000-1	61.36
SPD	175211	03/19/2021	31-505-57200-0000-1	61.34
SPD	175211	03/19/2021	32-510-57200-0000-1	61.33
SPD	175873	03/19/2021	30-500-57200-0000-1	139.63
SPD	175873	03/19/2021	31-505-57200-0000-1	139.63
SPD	175873	03/19/2021	32-510-57200-0000-1	139.67
SPD	175899	03/19/2021	30-500-57200-0000-1	81.18
SPD	175899	03/19/2021	31-505-57200-0000-1	81.18
SPD	175899	03/19/2021	32-510-57200-0000-1	81.20
Vendor SPD - SPD Total:				3,366.31
Vendor: Spectrum - Spectrum				
Spectrum	074308901012721	03/18/2021	01-190-57800-0000-1	223.26
Vendor Spectrum - Spectrum Total:				223.26
Vendor: STATE OF CALIFORNIA - STATE OF CALIFORNIA				
STATE OF CALIFORNIA	493951	03/18/2021	01-150-56000-0000-1	66.00
Vendor STATE OF CALIFORNIA - STATE OF CALIFORNIA Total:				66.00
Vendor: Stinson Stationers, - Stinson Stationers, Inc.				
Stinson Stationers, Inc.	988119	03/18/2021	01-150-57200-0000-1	99.41
Stinson Stationers, Inc.	989671	03/18/2021	01-150-57200-0000-1	94.05
Vendor Stinson Stationers, - Stinson Stationers, Inc. Total:				193.46
Vendor: ADT - The ADT Security Corportation				
The ADT Security Corportation	138759867	03/18/2021	30-500-58050-0000-1	50.26
The ADT Security Corportation	INV0018380	03/24/2021	30-500-58050-0000-1	676.85
Vendor ADT - The ADT Security Corportation Total:				727.11

Vendor: THE BANCORP - THE BANCORP BANK

THE BANCORP BANK	498279	03/19/2021	01-150-58900-0000-1	7,227.09
Vendor THE BANCORP - THE BANCORP BANK Total:				7,227.09

Vendor: Emblems Inc - The Emblem Authority

The Emblem Authority	33596	03/19/2021	01-150-51800-0000-1	730.00
Vendor Emblems Inc - The Emblem Authority Total:				730.00

Vendor: Thomas F. Schroeter - Thomas F. Schroeter

Thomas F. Schroeter	INV0018294	03/18/2021	01-130-56100-0000-1	1,980.00
Thomas F. Schroeter	INV0018294	03/18/2021	01-130-56100-0000-1	767.25
Thomas F. Schroeter	INV0018294	03/18/2021	01-130-56100-0000-1	742.50
Thomas F. Schroeter	INV0018294	03/18/2021	01-130-56100-0000-1	610.50
Thomas F. Schroeter	INV0018294	03/18/2021	01-130-56100-0000-1	594.00
Thomas F. Schroeter	INV0018294	03/18/2021	01-130-56100-0000-1	486.75
Thomas F. Schroeter	INV0018294	03/18/2021	01-130-56100-0000-1	214.50
Thomas F. Schroeter	INV0018294	03/18/2021	01-130-56100-0000-1	132.00
Thomas F. Schroeter	INV0018294	03/18/2021	01-130-56100-0000-1	123.75
Thomas F. Schroeter	INV0018294	03/18/2021	01-130-56100-0000-1	123.75
Thomas F. Schroeter	INV0018294	03/18/2021	01-130-56100-0000-1	115.50
Thomas F. Schroeter	INV0018294	03/18/2021	01-130-56100-0000-1	66.00
Thomas F. Schroeter	INV0018294	03/18/2021	01-130-56100-0000-1	33.00
Thomas F. Schroeter	INV0018294	03/18/2021	01-130-56100-0000-1	16.50
Thomas F. Schroeter	INV0018294	03/18/2021	01-130-56100-0000-1	16.50
Thomas F. Schroeter	INV0018294	03/18/2021	01-150-56100-0000-1	66.00
Thomas F. Schroeter	INV0018294	03/18/2021	32-510-56100-0000-1	16.50
Vendor Thomas F. Schroeter - Thomas F. Schroeter Total:				6,105.00

Vendor: Union Bank - Union Bank

Union Bank	FEB 2021	03/18/2021	30-500-54600-0000-1	16,069.81
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Expense Approval Report**Post Dates: 3/16/2021 - 3/31/2021**

Vendor Name	Payable Number	Post Date	Account Number	Amount
Union Bank	FEB 2021	03/18/2021	30-500-58900-0000-1	10,329.17
Union Bank	FEB 2021	03/18/2021	32-510-54600-0000-1	7,914.98
Union Bank	FEB 2021	03/18/2021	32-510-58900-0000-1	5,087.50
Union Bank	JAN 2021	03/18/2021	30-500-54600-0000-1	16,069.81
Union Bank	JAN 2021	03/18/2021	30-500-58900-0000-1	10,329.17
Union Bank	JAN 2021	03/18/2021	32-510-54600-0000-1	7,914.98
Union Bank	JAN 2021	03/18/2021	32-510-58900-0000-1	5,087.50
Union Bank	MAR 2021	03/18/2021	30-500-54600-0000-1	16,069.81
Union Bank	MAR 2021	03/18/2021	30-500-58900-0000-1	10,329.17
Union Bank	MAR 2021	03/18/2021	32-510-54600-0000-1	7,914.98
Union Bank	MAR 2021	03/18/2021	32-510-58900-0000-1	5,087.50
Vendor Union Bank - Union Bank Total:				118,204.38

Vendor: Verizon - Police Dep - Verizon - Police Dep

Verizon - Police Dep	9871166851	03/18/2021	01-150-57800-0000-1	1,315.15
Verizon - Police Dep	9871166851	03/18/2021	01-155-57800-0000-1	112.27
Verizon - Police Dep	9871166851	03/18/2021	01-180-57800-0000-1	48.88
Verizon - Police Dep	9871166851	03/18/2021	20-200-57800-0000-1	1.23
Verizon - Police Dep	9871166851	03/18/2021	30-500-57800-0000-1	113.47
Verizon - Police Dep	9871166851	03/18/2021	32-510-57800-0000-1	154.15
Verizon - Police Dep	9873279782	03/18/2021	01-150-57800-0000-1	1,315.16
Verizon - Police Dep	9873279782	03/18/2021	01-155-57800-0000-1	112.27
Verizon - Police Dep	9873279782	03/18/2021	01-180-57800-0000-1	(6.21)
Verizon - Police Dep	9873279782	03/18/2021	20-200-57800-0000-1	(0.16)
Verizon - Police Dep	9873279782	03/18/2021	30-500-57800-0000-1	(5.99)
Verizon - Police Dep	9873279782	03/18/2021	32-510-57800-0000-1	(6.24)
Vendor Verizon - Police Dep - Verizon - Police Dep Total:				3,153.98

Vendor: Vernon C. Sorenson - Vernon C. Sorenson

Vernon C. Sorenson	00448791	03/19/2021	01-150-56000-0000-1	215.00
Vendor Vernon C. Sorenson - Vernon C. Sorenson Total:				215.00

Vendor: WILLDAN - WILLDAN

WILLDAN	010-45239	03/18/2021	01-130-56000-0000-1	2,613.55
WILLDAN	010-45240	03/18/2021	20-200-52200-0000-1	2,656.97
Vendor WILLDAN - WILLDAN Total:				5,270.52

Grand Total: 881,484.41

Expense Approval Report

Post Dates: 3/16/2021 - 3/31/2021

Report Summary

Fund Summary

Fund	Payment Amount
01 - GENERAL FUND	145,020.20
20 - LIGHTING & LANDSCAPING-DISTRICT 1	7,747.56
25 - CAPITAL IMPROVEMENTS PROJECTS	540,489.25
26 - MISCELLANEOUS GRANTS	172.12
30 - SEWER	106,538.14
31 - REFUSE/RECYCLING	9,093.63
32 - WATER	68,896.99
34 - PUBLIC TRANSPORTATION	3,526.52
Grand Total:	881,484.41

Account Summary

Account Number	Account Name	Payment Amount
01-105-50400-0000-1	Retirement (401K)	47.52
01-105-50500-0000-1	Health Insurance Premiums	2,737.03
01-105-56000-0000-1	Professional Services - Other	869.15
01-105-57800-0000-1	Telephone & Communications	309.58
01-110-50400-0000-1	Retirement (401K)	142.55
01-110-50500-0000-1	Health Insurance Premiums	1,010.14
01-110-52000-0000-1	Conferences/Meetings/Travel	62.50
01-110-53200-0000-1	Dues & Subscriptions	1,576.92
01-110-57800-0000-1	Telephone & Communications	87.75
01-115-50400-0000-1	Retirement (401K)	142.55
01-115-50500-0000-1	Health Insurance Premiums	464.85
01-115-52200-0000-1	Contract Services	5,818.35
01-115-55200-0000-1	Miscellaneous	35.38
01-115-56000-0000-1	Professional Services - Other	19.15
01-115-57800-0000-1	Telephone & Communications	118.68
01-130-55800-0000-1	Printing & Legal Notices	1,741.47
01-130-56000-0000-1	Professional Services - Other	2,613.55
01-130-56100-0000-1	Legal Services	18,339.50
01-130-57100-0000-1	Special Activities	20.70
01-130-57200-0000-1	Supplies - Office	1,041.57
01-140-50400-0000-1	Retirement (401K)	190.07
01-140-56000-0000-1	Professional Services - Other	19.15
01-140-57800-0000-1	Telephone & Communications	72.60
01-150-50400-0000-1	Retirement (401K)	1,710.60

01-150-50500-0000-1	Health Insurance Premiums	19,766.59
01-150-51800-0000-1	Clothing Allowance	730.00
01-150-52200-0000-1	Contract Services	1,301.26
01-150-55800-0000-1	Printing & Legal Notices	55.30
01-150-56000-0000-1	Professional Services - Other	3,800.15
01-150-56100-0000-1	Legal Services	2,428.50
01-150-56410-0000-1	Repairs & Maintenance Equipment	1,573.44
01-150-56800-0000-1	Safety Equipment	4,882.06
01-150-57200-0000-1	Supplies - Office	243.62
01-150-57800-0000-1	Telephone & Communications	4,636.73
01-150-58900-0000-1	Debt Principal	7,227.09
01-155-50400-0000-1	Retirement (401K)	142.55
01-155-50500-0000-1	Health Insurance Premiums	1,702.58
01-155-56000-0000-1	Professional Services - Other	19.21
01-155-57800-0000-1	Telephone & Communications	297.14
01-160-50400-0000-1	Retirement (401K)	47.52
01-160-50500-0000-1	Health Insurance Premiums	1,720.69
01-160-56000-0000-1	Professional Services	19.15
01-160-57800-0000-1	Telephone & Communications	126.41
01-165-50400-0000-1	Retirement (401K)	47.52
01-165-50500-0000-1	Health Insurance Premiums	425.65

Account Number	Account Summary	Payment Amount
01-165-56000-0000-1	Professional Services-Other	19.15
01-165-57800-0000-1	Telephone & Communications	300.80
01-175-50400-0000-1	Retirement (401K)	142.55
01-175-50500-0000-1	Health Insurance Premiums	1,912.33
01-175-56000-0000-1	Professional Services	19.15
01-175-57800-0000-1	Telephone & Communications	72.60
01-180-50400-0000-1	Retirement (401K)	380.13
01-180-50500-0000-1	Health Insurance Premiums	7,508.84
01-180-53200-0000-1	Dues & Subscriptions	33.45
01-180-56000-0000-1	Professional Services - Other	19.15
01-180-57200-0000-1	Supplies - Office	50.16
01-180-57800-0000-1	Telephone & Communications	42.67
01-180-58000-0000-1	Utilities	1,977.94
01-180-58100-0000-1	Street Lighting	3,697.57
01-185-57800-0000-1	Telephone & Communications	178.33
01-185-58000-0000-1	Utilities	1,474.37
01-190-57800-0000-1	Telephone & Communications	480.41
01-190-58000-0000-1	Utilities	3,044.52
01-20800-0000-1	Pension Payable	9,297.21
01-22050-0000-1	Federal Withholding Payable	7,331.18
01-22100-0000-1	FICA Payable	9,648.96
01-22150-0000-1	Medicare Payable	2,256.64
01-22200-0000-1	State Withholding Payable	3,374.99
01-22250-0000-1	SUTA Payable	658.39
01-22600-0000-1	Health FSA	78.96
01-22700-0000-1	Disablity LTD	369.11
01-22800-0000-1	Accident	43.41
01-22900-0000-1	Life	209.23
01-22950-0000-1	Cancer-American Fidelity	13.53
20-200-50500-0000-1	Health Insurance Premiums	273.63
20-200-52200-0000-1	Contract Services	2,656.97
20-200-57800-0000-1	Telephone & Communications	63.03
20-200-58100-0000-1	Street Lighting	4,117.70
20-20800-0000-1	Pension Payable	201.66
20-22050-0000-1	Federal Withholding Payable	30.27
20-22100-0000-1	FICA Payable	220.50
20-22150-0000-1	Medicare Payable	51.58
20-22200-0000-1	State Withholding Payable	40.97
20-22250-0000-1	SUTA Payable	91.25
25-000-52910-8405-1	Buildings & Improvements (Capital)	425.00
25-000-52960-8080-1	Streets & Roads Capital	538,284.25
25-000-52960-8430-1	Streets & Roads (Capital)	1,780.00

26-110-53100-8223-1	Grant Expenditures- County Cares Act F	172.12
30-20800-0000-1	Pension Payable	1,989.29
30-22050-0000-1	Federal Withholding Payable	739.42
30-22100-0000-1	FICA Payable	1,517.94
30-22150-0000-1	Medicare Payable	355.10
30-22200-0000-1	State Withholding Payable	380.19
30-22250-0000-1	SUTA Payable	20.23
30-22600-0000-1	Health FSA	80.60
30-22700-0000-1	Disablity LTD	66.98
30-22800-0000-1	Accident	8.66
30-22900-0000-1	Life	93.25
30-22950-0000-1	Cancer- American Fidelity	22.04
30-500-50400-0000-1	Retirement (401K)	807.78
30-500-50500-0000-1	Health Insurance Premiums	9,223.53
30-500-52000-0000-1	Conferences/Meetings/Travel	93.75
30-500-52200-0000-1	Contract Services	5,818.35

Expense Approval Report

Post Dates: 3/16/2021 - 3/31/2021

Account Summary

Account Number	Account Name	Payment Amount
30-500-53200-0000-1	Dues & Subscriptions	2,416.06
30-500-54600-0000-1	Interest Expense	48,209.43
30-500-56000-0000-1	Professional Services - Other	899.15
30-500-57200-0000-1	Supplies - Office	1,155.88
30-500-57800-0000-1	Telephone & Communications	925.89
30-500-58050-0000-1	Utilities Other	727.11
30-500-58900-0000-1	Debt Principal Redeemed	30,987.51
31-20800-0000-1	Pension Payable	118.10
31-22050-0000-1	Federal Withholding Payable	2.81
31-22100-0000-1	FICA Payable	134.08
31-22150-0000-1	Medicare Payable	31.38
31-22200-0000-1	State Withholding Payable	12.17
31-22250-0000-1	SUTA Payable	15.67
31-22600-0000-1	Health FSA	3.48
31-22700-0000-1	Disablity LTD	0.22
31-22900-0000-1	Life	8.57
31-505-50400-0000-1	Retirement (401K)	95.03
31-505-50500-0000-1	Health Insurance Premiums	875.17
31-505-52200-0000-1	Contract Services	1,939.44
31-505-52800-0000-1	County Waste Management Charge	4,341.66
31-505-53200-0000-1	Dues & Subscriptions	6.34
31-505-56000-0000-1	Professional Services - Other	19.15
31-505-57200-0000-1	Supplies - Office	1,155.86
31-505-57800-0000-1	Telephone & Communications	334.50
32-20800-0000-1	Pension Payable	1,607.01
32-22050-0000-1	Federal Withholding Payable	530.42
32-22100-0000-1	FICA Payable	1,254.58
32-22150-0000-1	Medicare Payable	293.30
32-22200-0000-1	State Withholding Payable	320.25
32-22250-0000-1	SUTA Payable	20.54
32-22600-0000-1	Health FSA	60.19
32-22700-0000-1	Disablity LTD	14.31
32-22900-0000-1	Life	43.10
32-510-50100-0000-1	Salaries - Permanent Employees	1,462.00
32-510-50400-0000-1	Retirement (401K)	855.30
32-510-50500-0000-1	Health Insurance Premiums	9,244.82
32-510-52000-0000-1	Conferences/Meetings/Travel	93.75
32-510-52200-0000-1	Contract Services	5,818.35
32-510-53200-0000-1	Dues & Subscriptions	2,422.46
32-510-53250-0000-1	Permits & Certificates	459.00
32-510-54600-0000-1	Interest Expense	23,744.94
32-510-56000-0000-1	Professional Services - Other	19.15
32-510-56100-0000-1	Legal Services	16.50
32-510-56600-0000-1	Repairs & Maintenance - Vehicle	19.72
32-510-57200-0000-1	Supplies - Office	1,156.10
32-510-57400-0000-1	Supplies - Operating	1,725.88

32-510-57800-0000-1	Telephone & Communications	736.84
32-510-58000-0000-1	Utilities	1,715.98
32-510-58900-0000-1	Debt Principal	15,262.50
34-20800-0000-1	Pension Payable	231.04
34-22050-0000-1	Federal Withholding Payable	64.02
34-22100-0000-1	FICA Payable	162.48
34-22150-0000-1	Medicare Payable	38.00
34-22200-0000-1	State Withholding Payable	29.05
34-22250-0000-1	SUTA Payable	27.78
34-22700-0000-1	Disablity LTD	30.76
34-22800-0000-1	Accident	15.41
34-22900-0000-1	Life	48.18

Expense Approval Report

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Account Summary

Account Number	Account Name	Payment Amount
34-22950-0000-1	Cancer-American Fidelity	24.77
34-520-50500-0000-1	Health Insurance Premiums	2,128.23
34-520-53200-0000-1	Dues & Subscriptions	6.30
34-520-56600-0000-1	Repairs & Maintenance - Vehicle	606.20
34-520-57800-0000-1	Telephone & Communications	114.30
Grand Total:		881,484.41

Project Account Summary

Project Account Key	Payment Amount
None	881,484.41
Grand Total:	881,484.41



City of McFarland

Payroll 03/01/2021 - 03/31/2021

PaymentNumber	Payment Date	Payment Type	Check Amount	Direct DepositAmount	Total Payment
6454	03/11/2021	Regular	3,213.65	-	3,213.65
6455	03/11/2021	Regular	1,601.06	-	1,601.06
6456	03/11/2021	Regular	1,102.86	-	1,102.86
6457	03/11/2021	Regular	182.70	-	182.70
6458	03/11/2021	Regular	1,117.35	-	1,117.35
6459	03/11/2021	Regular	825.77	-	825.77
6460	03/11/2021	Regular	-	-	-
6461	03/11/2021	Regular	617.00	-	617.00
6462	03/25/2021	Regular	3,213.65	-	3,213.65
6463	03/25/2021	Regular	1,626.98	-	1,626.98
6464	03/25/2021	Regular	1,102.86	-	1,102.86
6465	03/25/2021	Regular	1,346.60	-	1,346.60
6466	03/25/2021	Regular	838.44	-	838.44
6467	03/25/2021	Regular	2,279.82	-	2,279.82
6468	03/11/2021	Regular	1,685.50	-	1,685.50
R-6468	03/11/2021	Reversal	(1,685.50)	-	(1,685.50)
6469	03/25/2021	Regular	5,066.14	-	5,066.14
17693	03/11/2021	Regular	-	1,530.97	1,530.97
17694	03/11/2021	Regular	-	1,593.66	1,593.66
17695	03/11/2021	Regular	-	795.59	795.59
17696	03/11/2021	Regular	-	1,542.07	1,542.07
17697	03/11/2021	Regular	-	1,161.24	1,161.24
17698	03/11/2021	Regular	-	1,060.56	1,060.56
17699	03/11/2021	Regular	-	681.40	681.40
17700	03/11/2021	Regular	-	1,365.42	1,365.42
17701	03/11/2021	Regular	-	1,205.41	1,205.41
17702	03/11/2021	Regular	-	2,540.46	2,540.46
17703	03/11/2021	Regular	-	2,311.99	2,311.99
17704	03/11/2021	Regular	-	990.15	990.15
17705	03/11/2021	Regular	-	1,219.30	1,219.30
17706	03/11/2021	Regular	-	865.02	865.02
17707	03/11/2021	Regular	-	1,136.80	1,136.80
17708	03/11/2021	Regular	-	2,045.70	2,045.70
17709	03/11/2021	Regular	-	1,519.31	1,519.31
17710	03/11/2021	Regular	-	1,050.15	1,050.15
17711	03/11/2021	Regular	-	1,227.98	1,227.98
17712	03/11/2021	Regular	-	1,665.85	1,665.85
17713	03/11/2021	Regular	-	2,048.95	2,048.95
17714	03/11/2021	Regular	-	182.70	182.70
17715	03/11/2021	Regular	-	4,254.26	4,254.26
17716	03/11/2021	Regular	-	1,277.63	1,277.63
17717	03/11/2021	Regular	-	1,685.50	1,685.50
R-17717	03/11/2021	Reversal	(1,685.50)	-	(1,685.50)

17718	03/11/2021	Regular	-	1,006.15	1,006.15			
17719	03/11/2021	Regular	-	1,972.14	1,972.14			
17720	03/11/2021	Regular	-	182.70	182.70			
17721	03/11/2021	Regular	-	3,324.24	3,324.24			
17722	03/11/2021	Regular	-	5,656.42	5,656.42			
17723	03/11/2021	Regular	-	1,702.81	1,702.81			
17724	03/11/2021	Regular	-	1,701.59	1,701.59			
17725	03/11/2021	Regular	-	1,764.29	1,764.29			
17726	03/11/2021	Regular	-	1,668.85	1,668.85			
17727	03/11/2021	Regular	-	1,771.65	1,771.65			
17728	03/11/2021	Regular	-	182.70	182.70			
17729	03/11/2021	Regular	-	1,625.96	1,625.96			
17730	03/11/2021	Regular	-	182.70	182.70			
17731	03/11/2021	Regular	-	517.22	517.22			
17732	03/11/2021	Regular	-	4,152.65	4,152.65			
17733	03/11/2021	Regular	-	2,155.44	2,155.44			
17734	03/17/2021	Regular	-	1,685.50	1,685.50			
17735	03/25/2021	Regular	-	1,530.97	1,530.97			
17736	03/25/2021	Regular	-	1,593.66	1,593.66			
17737	03/25/2021	Regular	-	1,094.35	1,094.35			
17738	03/25/2021	Regular	-	1,542.07	1,542.07			
17739	03/25/2021	Regular	-	1,129.47	1,129.47			
17740	03/25/2021	Regular	-	1,374.56	1,374.56			
17741	03/25/2021	Regular	-	631.30	631.30			
17742	03/25/2021	Regular	-	1,112.33	1,112.33			
17743	03/25/2021	Regular	-	1,205.41	1,205.41			
17744	03/25/2021	Regular	-	2,540.46	2,540.46			
17745	03/25/2021	Regular	-	2,137.39	2,137.39			
17746	03/25/2021	Regular	-	990.15	990.15			
17747	03/25/2021	Regular	-	1,042.53	1,042.53			
17748	03/25/2021	Regular	-	865.02	865.02			
17749	03/25/2021	Regular	-	1,136.80	1,136.80			
17750	03/25/2021	Regular	-	2,132.57	2,132.57			
17751	03/25/2021	Regular	-	1,577.05	1,577.05			
17752	03/25/2021	Regular	-	1,050.15	1,050.15			
17753	03/25/2021	Regular	-	1,240.62	1,240.62			
17754	03/25/2021	Regular	-	1,895.64	1,895.64			
17755	03/25/2021	Regular	-	2,161.57	2,161.57			
17756	03/25/2021	Regular	-	3,702.79	3,702.79			
17757	03/25/2021	Regular	-	1,398.26	1,398.26			
17758	03/25/2021	Regular	-	2,017.65	2,017.65			
17759	03/25/2021	Regular	-	1,006.15	1,006.15			
17760	03/25/2021	Regular	-	1,763.48	1,763.48			
17761	03/25/2021	Regular	-	3,656.87	3,656.87			
17762	03/25/2021	Regular	-	5,066.14	5,066.14			
R-17762	03/25/2021	Reversal	(5,066.14)	-	(5,066.14)			
17763	03/25/2021	Regular	-	1,850.05	1,850.05			
17764	03/25/2021	Regular	-	2,251.71	2,251.71			
17765	03/25/2021	Regular	-	1,534.57	1,534.57			
17766	03/25/2021	Regular	-	1,701.62	1,701.62			
17767	03/25/2021	Regular	-	2,669.33	2,669.33			
17768	03/25/2021	Regular	-	3,017.85	3,017.85			
17769	03/25/2021	Regular	-	498.06	498.06			
17770	03/25/2021	Regular	-	4,152.65	4,152.65			
17771	03/25/2021	Regular	-	2,155.44	2,155.44			
Total			\$	17,383.24	\$	136,637.77	\$	154,021.01

REGULAR CITY COUNCIL MINUTES
TELECONFERENCE/VIRTUAL MEETING

March 25, 2021

MCFARLAND CITY COUNCIL
MCFARLAND SUCCESSOR AGENCY
MCFARLAND PUBLIC FINANCE AUTHORITY
MCFARLAND IMPROVEMENT AUTHORITY
MCFARLAND PARKING AUTHORITY

CALL TO ORDER

Mayor Gonzalez called the meeting to order at 6:06 p.m. via teleconference/virtual meeting.

ROLL CALL

Council Members Present: Gonzalez (Mayor), Pérez, Rodriguez, Ayon, Cano

Council Members Absent: None

OFFICIALS PRESENT

City Manager Lara, Chief of Police Williams, Interim City Attorney Hodges, City Clerk Alvarado, Public Works Director Gonzales, Acting Community Development Director Ronk, Accounting Supervisor Lara,

INVOCATION

Councilmember Cano

PLEDGE OF ALLEGIANCE

Council Member Ayon

PRESENTATIONS AND PROCLAMATIONS

Mayor Gonzalez presented former business owners of Tacos El Cazador with an appreciation award and thanked them for their 23 years of service to the City of McFarland Community.

PUBLIC COMMENTS

Jesus Perez – (Field Representative for Supervisor David Couch) informed council he was very pleased to have visited City Hall and present a certificate of recognition to Chief Williams. He was very impressed with the walk through he received and thanked the Chief.

Danny, 512 10th Street, McFarland – Congratulated Tacos El Cazador. He asked council what each one was doing to improve the City of McFarland. He also asked why ex-mayor Cantu was still doing interviews and giving statements regarding the City.

Note: Mayor Gonzalez replied to Danny that the news media contacted Mr. Cantu asking for his opinions.

Councilmember Ayon responded to Danny stating that he is doing his due diligence being proactive doing what he believes is best for the city.

Mayor Pro-Tem Pérez stated to Danny that she has been in contact with Assembly Member Rudy Salas and Olivia Trujillo, trying to get any help from our district representatives to improve our city.

Councilmember Cano stated to Danny that he has been meeting with multiple representatives that represent our district and informing them of our needs. He mentioned he is talking to residents of the City to listen to their needs and concerns.

Mayor Gonzalez responded to Danny stating that they are all doing their due diligence to do what is best and stated that she appreciates his positive comments.

Danny responded to Council stating that this is a small town with no secrets and asked them not to sit on the council to make a difference in the community so that the city could move up and grow.

Public Comment Closed at 6:25 p.m.

CONSENT AGENDA

1. Motion was made by: Council Member Ayon to approve the warrant register for \$59,313.25 from March 1, 2021 through March 15, 2021; 2nd by: Council Member Rodriguez

Vote: 4/0

Ayes: Ayon, Rodriguez, Pérez, Cano

Nays: None

Absent: None

Abstentions: Gonzalez (Mayor)

***Mayor Gonzalez recused herself from item #1 due to marriage.**

2. Motion was made by: Council Member Ayon to approve minutes of Regular City Council Meeting of February 25, 2021; 2nd by: Council Member Rodriguez

Vote: 5/0

Ayes: Ayon, Rodriguez, Cano, Pérez, Gonzalez (Mayor)

Nays: None

Absent: None

Abstentions: None

PUBLIC HEARINGS

3. Public Hearing to consider the Annexation of Property APN 201-010-56 and 201-010-57 (the “Annexation No. 1 and Annexation No. 2”) Into the City of McFarland Community Facilities District No. 2019-1 (Fire Protection Services), Community Facilities District No. 2017-1 (Police Services) and Community Facilities District No. 2017-2 (Landscaping and Street Maintenance) (the “CFDs”).

A quick presentation was given by Susana Hernandez from Willdan Financial.

Mayor Public Hearing opened at 6:30 pm. No public comments were received. Closed at 6:31 p.m.

Mayor asked City Clerk Alvarado if any written protest had been received. City Clerk answered no. Mayor asked City Clerk Alvarado to announce election results. City Clerk replied that four votes were casted in favor of the Ballot Measure and 0 votes were casted in opposition.

Motion was made by: Councilmember Rodriguez to adopt **Resolution No. 2021-0007**, Resolution of the City Council Annexing of Territory (The Geo Group, Inc.) to a Community Facilities District, Authorizing the Levy of a Special Tax and Submitting Levy of Tax to Qualified Electors, City of McFarland Community Facilities District No. 2017-1 (Police Services) Annexation No. 2; 2nd Councilmember Ayon

Vote: 5/0

Ayes: Rodriguez, Ayon, Pérez, Gonzalez (Mayor)

Nays: None

Absent: None

Abstentions: None

Motion was made by Mayor Pro-Tem to adopt **Resolution No. 2021-0008**, Resolution of the City Council Annexing of Territory (The Geo Group, Inc.) to a Community Facilities District, Authorizing the Levy of a Special Tax and Submitting Levy of Tax to Qualified Electors, City of McFarland Community Facilities District No. 2017-2 (Landscaping and Street Maintenance) Annexation No. 2; 2nd by Councilmember Cano.

Vote: 5/0

Ayes: Pérez, Cano, Rodriguez, Ayon, Gonzalez (Mayor)

Nays: None

Absent: None

Abstentions: None

Motion was made by Councilmember Ayon to adopt **Resolution No. 2021-0009**, Resolution of the City Council Annexing of Territory (Tract 7214 Phase 5 & 6 & The Geo Group, Inc) to a Community Facilities District, Authorizing the Levy of a Special Tax and Submitting Levy of Tax to Qualified Electors, City of McFarland Community Facilities District No. 2019-1 (Fire Protection Services) Annexation No. 1; 2nd by Councilmember Cano.

Vote: 5/0

Ayes: Ayon, Cano, Rodriguez, Pérez, Gonzalez (Mayor)

Nays: None

Absent: None

Abstentions: None

Closed at 6:34 p.m.

DEPARTMENTAL REPORTS

- a. **Administration** – City Manager Lara thanked Council for taking the time to meet with the department heads and getting to know what each of those department does. She informed the community that city hall is now open Monday through Thursday from 1-5 p.m. and on Friday’s 12-4 p.m. She thanked Jesus Perez for taking the time to take a tour with Chief Williams and seeing our needs and challenges.

***Councilmember Cano requested 9/80 City Hall schedule be placed on a future agenda for review and discussion.**

- b. **Police Department** – Chief Williams thanked Mr. Couch’s office and field representative Jesus Perez for taking the time to come to the City of McFarland and for giving him such a nice recognition. He also thanked Jesus Perez for taking the time to tour the Police Department. He addressed Danny stating that the City Council members are extremely busy contacting him during various times of the day and night with concerns. Chief Williams- introduced Police Officer Karissa Alberto to the community and council.

Police Officer Alberto stated she comes from a law enforcement family; she loves McFarland and community involvement and that she is thankful for the opportunity to work here.

Mayor Gonzalez thanked Officer Alberto.

Councilmember Ayon welcomed Officer Alberto to the City and told her to stay safe.

Councilmember Rodriguez let Officer Alberto know that the Council is here to support the Police Officers.

Chief Williams gave a brief overview on the February STATS.

Councilmember Cano thanked the Chief and Police Officers and stated that he has already noticed a difference in the Community.

- c. **Public Works Department-** Public Works Director Gonzalez informed council that Public Works has been dealing with a lot of vandalism issues throughout the city. He stated that the “Welcome to McFarland” letters were stolen off the Elmo off ramp monument and that someone keeps cutting the Fernwood sump fence.

He informed that the streets department has been crack sealing the streets.

Water department repaired hydrants and leaks.

Transit is still offering free rides.

Villa del Caribe project is estimated to be finished by the end of April 2021.

EV Charging Station construction started.

Councilmember Cano asked Public Work Director Gonzalez about adding another crosswalk on West Perkins Ave. near 10th Street, he explained that a city resident had reached out to him with this concern.

Public Work Director Gonzales responded by stating that he will talk to the Chief and that they would investigate the situation and examine that street to determine if another cross walk could be added in that area and would get back to Councilmember Cano as soon as he has a response.

- d. **Finance Department-** Accounting Supervisor stated that the finance department has been working diligently.

He also informed that the soft opening of City Hall is running smoothly.

Mayor Gonzalez asked Accounting Supervisor Lara if we were shutting off water services for non-payment.

Accounting Supervisor Lara replied that we are not shutting customers off due to the pandemic.

- e. **Community Development-** Acting Community Development Director informed that the Planning Department has been busy working on multiple projects, updating the master uniform application packet for land use and development permits and the sign ordinance.

He stated that the Grants Department submitted the transit semiannual report and is working on the application for businesses for the PPE grant. He stated that they are working on doing a drive by for a 30-day supply of COVID protection for business who applied and encouraged all City of McFarland business owners to apply via our website or at City Hal. He mentioned that the Grants department is available to help businesses with their application if needed.

Ronk also informed that the owner of Casa de Fajitas is working with an engineer to start the remodel process.

He thanked Council for taking the time to tour the city and all departments under Community Development and seeing each one needs.

ADMINISTRATIVE AGENDA

4. Motion was made by: Councilmember Cano to table approval of the City of McFarland's Audited Financial Statements for fiscal year ending on June 30, 2018 to next regular council meeting of April 8, 2021; 2nd by: Councilmember Ayon

Vote: 5/0

Ayes: Cano, Ayon, Pérez, Rodriguez, Gonzalez (Mayor)

Nays: None

Absent: None

Abstentions: None

Rich Gonzalez Auditor from Clifton Larson Allen gave brief presentation on the findings of 17/18 Audited Financial statement.

Note: Audited Financial Statement was not approved.

5. Motion was made by: Councilmember Rodriguez to approve Chief Williams request to purchase body worn cameras for the McFarland Police Department; 2nd by Councilmember Ayon.

Vote: 5/0

Ayes: Rodriguez, Ayon, Cano, Pérez, Gonzalez (Mayor)

Nays: None

Absent: None

Abstentions: None

*Chief Williams informed that three quotes were provided but one was disregarded since the company's system did not have the required technology needed. **(System stunt cams did not have cloud recording)** Therefore, it was disregarded.

6. Motion was made by: Councilmember Ayon to approve the purchase of four aerators from DC Frost Associates Inc, for the Wastewater Treatment Plant; 2nd by Mayor Pro-Tem Pérez.

Vote: 5/0

Ayes: Ayon, Pérez, Cano, Rodriguez, Gonzalez (Mayor)

Nays: None

Absent: None

Abstentions: None

7. Motion was made by: Councilmember Cano to approve Resolution No. 2021-0011, a resolution of the City Council of the City of McFarland approving the application for funding and the execution of a grant agreement and any amendments thereto from the U.S. Department of the Interior, Bureau of Reclamation, Policy and Administration for WaterSmart: Water and Energy Efficiency Grants; 2nd by Councilmember Rodriguez.

Vote: 5/0

Ayes: Cano, Rodriguez, Pérez, Ayon, Gonzalez (Mayor)

Nays: None

Absent: None

Abstentions: None

Closed administrative agenda 8:08 p.m.

ORAL REPORTS FROM CITY COUNCIL ON COMMITTEES

- a. Delano Mosquito Abatement District (DMAD) – Council Member Cano – informed that mosquito traps were set out in March since Mosquito activity has begun.
- b. Kern Council of Governments (KCOG) – Mayor Sally Gonzalez –informed that the construction on freeway 99 is estimated to be finished by December 2021. She also informed that Caltrans approved a \$600,000 grant for highway safety and improvements.
- c. McFarland Tri-Agency Partners (MTAP) – Rebeca to inform City Clerk of new date.
- d. Kern Economic Development Corporation (KEDC) – None to report
- e. Kern County Association of Cities (KCAC) – None to report
- f. Poso Creek IRWMP- Councilmember Ayon- Possible meeting April 6, 2021.

COUNCIL STATEMENTS

Council Member Ayon- Informed Danny that he has had several meetings with the City Manager regarding future investments, is working to reduce illegal firework use in town during the Fourth of July Celebrations, and has been reaching out to District Supervisor Couch's office for help and resources for the City.

Mayor Pro-Tem Pérez- Thanked the Hernandez family (Tacos El Cazador) for their 23 years of business. She thanked Supervisor Couch's Representative Jesus Perez for being involved in our community. She thanked city resident Eve Henderson for always looking out for stray dogs in our community and thanked everyone who assisted with the drive through Easter Basket giveaway event.

(Muted herself audience could not hear)

Council Member Cano- Thanked everyone who gave donations for the Easter Basket giveaway event and everyone who came together to help.

He thanked the residents for reaching out to him with their concerns and informed them that he is listening to their concerns. He stated he is doing everything he can to do his part in bettering this community.

Councilmember Rodriguez- stated that he feels council is moving together in a better direction to do what is best for the City and Community. He asked for patience from the community and thanked staff for making themselves available to address any concerns and questions he has had.

Mayor Gonzalez- Informed the community that the Council Chambers is now open for in person meetings and encouraged the community to come join us. She thanked everyone for their comments and concerns.

Interim City Attorney Hodges- thanked the council on his appointment and looks forward to working with everyone.

***Motion to adjourn at 8:22 p.m.**

ADJOURNMENT

Meeting adjourned at 8:22 p.m.

Francisca Alvarado, City Clerk

MEMORANDUM
CITY OF MCFARLAND

TO: Honorable Mayor and Council Members
FROM: Maria Lara, City Manager
DATE: April 8, 2021
SUBJECT: Possible approval of Phantom Fireworks Lease Agreement

Recommend:

Staff recommends approval of Phantom Fireworks Lease Agreement.

Fiscal Impact:

No fiscal impact.

Discussion:

Every year Phantom Fireworks requests permission to lease the property located at the Southwest Corner of East Sherwood Ave at San Juan Street to place a firework stand for selling fireworks manufactured by Phantom Fireworks. Phantom Fireworks pays rent in the amount of \$300.00.

Attachments:

Agreement
Property Permission Use Form



Phantom Fireworks Western Region, LLC

Distributors of Phantom and Wolf Pack Brand Fireworks

2351 Tenaya Dr., Unit A, Modesto, CA 95354-3925 - 209-491-5180 Fax 209-491-5188 Toll Free 1-800-733-7771



FIREWORKS TEMPORARY SALES LICENSE & LEASE AGREEMENT

This agreement is made between: **City of McFarland**

Address: **401 W. Kern Ave. McFarland, CA.93250-1352**

(hereinafter referred to as the "Landlord"), Phantom Fireworks Western Region, LLC, its successors or assigns, (hereinafter referred to as "Phantom") of the address specified above, for the purpose of granting an Operating Group designated by Phantom, the exclusive right to operate a temporary state legal consumer fireworks sales facility on the following described premises: **Parking**

Lot

Location Name

SWC Sherwood Ave./ San Juan Rd. McFarland CA 93250

Address, City, State Zip

Assessor's Parcel Number

The parking lot or common area listed above is owned and/or controlled by the Landlord, and the Landlord warrants and certifies full right and authority to do so, grants to Phantom, and the Operating Group selected by Phantom, the exclusive right to operate a consumer fireworks sales stand or tent on the premises for the specified period from:

Date	Year		Date	Year	Rental Fee	Initial
<u>June 20th</u>	<u>2021</u>	to	<u>July 10th</u>	<u>2021</u>	<u>\$300.00</u>	<u>X</u>
_____	_____		_____	_____	_____	_____
_____	_____		_____	_____	_____	_____

Add'l. Contingency:

*The stand or tent may be set up and taken down 5-10 days before and after the selling period as permitted by law.

Phantom and the Landlord agree to the following terms and conditions:

1. Phantom will provide liability insurance coverage in the aggregate amount of \$10,000,000.00, will name Landlord as an "Additional Insured," and will, prior to occupancy, deliver a certificate to Landlord evidencing such insurance covering the erection, maintenance and operation of the fireworks sales venue; additionally, Phantom will hold the Landlord harmless from any liability in connection with same.
2. Phantom shall pay all costs involved in erection, maintenance and operation of the stand or tent, and, on departure, Phantom shall return the premises to its original condition.
3. Phantom shall obtain and pay for all necessary permits and licenses required by law; shall post any debris and performance bonds required by local authority; and shall adhere to all laws and regulations.
4. If the sale of consumer fireworks shall be prohibited by public authority, the prepaid lease rent will be refunded, and this lease agreement shall automatically become null and void. If the public authority having jurisdiction over the leased premises limits or restricts the sale of fireworks in any way, then this lease agreement is subject to revision.
5. If Phantom is unable to secure a group to operate on the property and the property is not utilized, the prepaid rent will be refunded, and this lease agreement shall automatically become null and void for that year. In the event the property is not utilized in a given year, Phantom shall have the option to use the property for the following year under the same terms and conditions by giving notice by March 1, of the next year. If the property is sold or otherwise inaccessible due to construction or the like, then this lease is subject to revision. If this lease should become null and void under this provision or paragraph 4 of this agreement, then prepaid rents shall be refunded to Phantom within ten (10) business days of written cancellation. **X** (Landlord's initials).
6. Landlord agrees that if a refund of prepaid rent is due and owing to Phantom under the provisions of this agreement, that Phantom's acceptance of less than the full amount of any prepayment shall not be deemed an accord and satisfaction or compromise of such payment unless Phantom specifically consents in writing to payment of such lesser fund, regardless of Landlord's characterization as "full payment," "accord and satisfaction," or other similar characterization on the payment instrument.
7. In any action or proceeding to enforce, interpret or declare rights under this agreement, the prevailing party shall be entitled to its reasonable attorney fees, costs associated with suit and litigation expenses.
8. Rent shall be payable by June 15th of each lease year.
9. This agreement commences as of the date indicated on the signature below.
10. Each individual signing this Lease Agreement expressly represents and warrants that they are authorized by the entity for which they sign, to legally bind and commit that entity to the terms set forth herein. All notices required or allowed under this Agreement shall be given in writing to the addresses listed herein or such other addresses as the parties may designate.
11. This Lease Agreement along with its terms and provisions, including the amount paid as rent, shall remain confidential unless disclosure is mutually agreed to in writing by both parties or as disclosure is required by governmental entities.
12. Change in Law. In the event that the sale of consumer fireworks is prohibited, limited, or deemed not essential for all or any portion of the Term by any level of judicial, legislative, or executive law, order, rule, directive, or regulation, including any orders and directives such as those referred to as shut down, stay-at-home, or shelter in place, or if the sale of consumer fireworks is otherwise deemed inadvisable by Phantom Fireworks for reasons related to the COVID-19 pandemic or its fallout, this Agreement shall, upon notice from Phantom Fireworks, terminate, whereupon any advanced Rental Fee shall be returned to Phantom Fireworks on a pro rata basis (number of days of term occupied) and Phantom Fireworks shall be relieved from any further liability hereunder.
13. Permitting. This Agreement is contingent upon Phantom Fireworks securing, at its cost and expense, all required local and state licenses and permits to sell 1.4G (Class C) consumer fireworks at the Premises. If Phantom Fireworks cannot secure such and all required licenses and permits prior to commencement date of the Rental Period, whether due to the COVID-19 pandemic or otherwise, any pre-paid amounts shall be refunded and this Agreement shall be null and void.

X

Landlord - Authorized Signator

Sally Gonzalez, Mayor

Print Name and Capacity

Phone: 661-792-3091

Email: _____

Version 1.1

X

Date

Phantom - Authorized Signator

Date

Title: **Jay Johnson Property Manager**

Print Name and Capacity

Phone: 559-824-7825

Email: jjohnson@fireworks.com

LICENSE AGREEMENT

THIS LICENSE AGREEMENT made this 8th day of April, 2021 by and between the CITY OF MCFARLAND ("Licensor") and PHANTOM FIREWORKS WESTERN REGION, LLC, a California Limited Liability Company ("Licensee"), and

W I T N E S S E T H :

WHEREAS, Licensor is the owner of the real property located at the Southwest Corner of East Sherwood Avenue at San Juan Street, McFarland, California (the "Premises"); and

WHEREAS, Licensee has requested a License for permission from Licensor to place a fireworks stand for selling fireworks manufactured by Phantom Fireworks (the "Fireworks Stand") on the Premises and Licensor is agreeable thereto under the terms and conditions of this Agreement described hereinafter.

NOW, THEREFORE, the parties agree as follows:

1. Licensor hereby gives permission to Licensee to sell the above-referenced fireworks in a fireworks stand located on the Premises. Except as otherwise described herein the term of this Agreement shall be from June 20, 2021 to July 10, 2021. This License may be revoked at any time without notice to Licensee. At the termination of this Agreement, Licensee shall remove all fireworks and fireworks-related items, the fireworks stand and everything else placed on the Premises by Licensee and return the Premises to its condition existing as of the date hereof and to the satisfaction of Licensor, by midnight July 10, 2020.
2. Licensee shall pay rent in the amount of \$300.00 which shall be payable on or before June 15, 2018. Licensee shall, at its sole expense, promptly comply with any and all laws, ordinances, rules, regulations, requirements, and orders whatsoever, present or future, of the City and any national, state, and county governments which may in any way apply to fireworks, including, without limitation, all rules and regulations or the California Occupational and Safety Administration.
3. Licensee shall not sell any fireworks until Licensee has first obtained a permit from the Kern County Fire Department (the "Permit") authorizing sale of same. In the event the Permit is revoked or suspended, this License will be deemed automatically revoked.
4. Licensee shall comply with all verbal direction from Licensor's representatives with regard to use of the Premises.
5. Licensee shall provide Licensor with a comprehensive general policy of liability insurance in the amount of not less than \$1 million per occurrence with a reliable

insurance company admitted to sell insurance in the State of California. The policy shall expressly name Licensor, its officers, Councilmembers, contractors, employees, and representatives as additionally insured. The policy shall not be subject to cancellation or coverage reduction without thirty (30) days prior written notice to Licensor. Licensee shall maintain on file with Licensor a duly certified certificate of insurance evidencing that the policy is in full force and effect. The certificate of insurance shall be signed by the insurer and not the broker. The policy shall be primary as regards any other valid and collectible insurance of Licensor.

6. Licensee agrees to indemnify, defend, and hold harmless Licensor, its officers, Councilmembers, employees, contractors, and representatives from any and all claims, demands, suits, judgments, liability, damages, costs, and expenses arising out of or relating to, in any manner whatsoever, whether directly or indirectly, the fireworks sold by Licensee or Licensee's use of the Premises.

7 Licensee shall keep the Premises free from any liens or encumbrances arising out of any work performed, material furnished, or obligations incurred by Licensee or from any other cause.

8. Licensee shall not assign this License in whole or in part without the prior written consent of Licensor which consent may be denied in Licensor's sole and absolute discretion.

9. The waiver by Licensor of any breach by Licensee of any provision contained herein shall not be deemed to be a continuing waiver of such provision or a waiver of any breach of any other provision of this Agreement.

10. This Agreement shall be governed by and construed in accordance with the laws of the State of California.

11. All notices given hereunder shall be deemed to be delivered when written and personally served on the party to be noticed or when served by confirmed facsimile or when sent by electronic mail ("email") or upon receipt when sent by United States mail, certified, return receipt requested, with the date of execution of the return receipt or refusal to sign as the date of receipt. Service by facsimile, email or mail shall be addressed as follows: to Licensor – City Manager, City of McFarland, 401 West Kern Avenue, McFarland, California, 93250, Fax (661) 792-3093, Email--lpennell@mcfarlandcity.org; and to Licensee – 2351 Tenaya Drive, Modesto, California 95354, Fax (209) 491-5188, jjohjnsn@fireworks.com. Either party may change its address by written notice to the other party given pursuant to this provision.

12. This Agreement may be executed in counterparts.

13. If any action is commenced between the parties concerning any provision of this Agreement or the rights and duties of any party in relation thereto or the interpretation of same, the prevailing party shall be entitled to its reasonable attorney's fees and actual costs.

14. This Agreement and the instruments described herein constitute the entire agreement between the parties.

15. This Agreement may not be amended except by a writing executed by both parties.

16. In the event of a breach by Licensee of any term, condition, or Agreement herein contained, Licenser shall have all remedies available hereunder or at law or in equity with regard to same.

17. Time is hereby expressly declared to be of the essence of this Agreement and of each and every provision hereof.

18. The invalidity of any provision of this Agreement as determined by a court of competent jurisdiction shall not affect the validity of any other provision hereof.

19. Subject to Paragraph 8 of this Agreement, this Agreement shall be binding upon and shall inure to the benefit of the parties hereto and their respective heirs, successors, and assigns.

20. The parties acknowledge that this Agreement is the product of negotiations between the parties and shall not be interpreted with reference to the rule of interpretation of documents that uncertainties or ambiguities shall be determined against the parties so drafting the Agreement.

21. The obligations of Licensees hereunder shall be joint and several.

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IN WITNESS WHEREOF, the parties have executed this Agreement to be effective on the date first hereinabove written.

SALLY GONZALEZ, Mayor, City of
McFarland, California, "**Licensor**"

PHANTOM FIREWORKS WESTERN
REGION LLC, a California Limited
Liability Company, "**Licensee**"

By: _____
JAY JOHNSON, Property
Manager

TO: CITY CLERK
LOCAL FIRE AGENCY
AND / OR OTHER INTERESTED PARTIES

PROPERTY PERMISSION USE

TO WHOM IT MAY CONCERN:

THE UNDERSIGNED, OWNER AND / OR CONTROLLING PARTY, OF THE PROPERTY LISTED BELOW HEREBY GRANTS PERMISSION TO:

GOSPEL LIGHTHOUSE -MCFARLAND

AND PHANTOM FIREWORKS, THE USE OF THE PROPERTY LOCATED AT:

SWC Sherwood Ave / San Jaun Rd

APN: 148-300-18-9

CITY OF: McFarland

COUNTY: Kern

FOR THEIR 2021 FIREWORKS SEASON.

THE ORGANIZATION AND / OR PHANTOM FIREWORKS INC., AGREE TO SEE THAT THE PROPERTY LISTED ABOVE WILL BE CLEARED OF ALL STANDS AND REFUSE WITHIN 5 DAYS OF CLOSE OF THE SEASON.

City of McFarland

Sally Gonzalez

NAME - PLEASE PRINT

(PROPERTY OWNER/CONTROLLER OF PROPERTY)

X

SIGNATURE

DATED:

AT:

, CA

PROPERTY OWNER: PLEASE INDICATE BELOW THE NAME OF THE ADDITIONAL INSURED AND HOW YOU WISH YOUR CERTIFICATE OF INSURANCE TO READ.

ADDITIONAL INSURED:

City of McFarland

CERTIFICATE OF INSURANCE TO BE MAILED TO:

Sally Gonzalez

City of McFarland

401 Kern Ave

McFarland, CA 93250-1352

PHONE: 661-792-3091

CERTIFICATE OF INSURANCE WILL BE MAILED PRIOR TO ERECTING OF STANDS AND THE SALE OF ANY MERCHANDISE.

PHANTOM FIREWORKS

2351 TENAYA DRIVE, SUITE A
MODESTO, CA 95354-3925

TOLL FREE: 1-800-733-7771

OFFICE: 209-491-5180

FAX: 209-491-5188

MEMORANDUM CITY OF MCFARLAND

TO: Honorable Mayor and City Council

FROM: Mario Gonzalez, Public Works Director

DATE: March 25, 2021

SUBJECT: Request for Public Hearing to Receive Input Regarding Unmet Transit Needs.

RECOMMENDATION:

It is recommended that the City Council conduct a public hearing to receive input regarding unmet transit and direct staff to forward all comments to Kern County Council of Governments (KCOG).

DISCUSSION:

Each year, the Kern County Council of Governments (KCOG) reviews unmet transit needs through a multi-jurisdictional public hearing process throughout Kern County. As part of this annual process, KCOG encourages member entities to conduct separate public hearings to receive local comments. Comments can also be received by email, mail and telephone prior to April 8th 2021 by 5:00 P.M. to be included in this year's report of findings. Send comments to:

City of McFarland
Attn: Francisca Alvarado, City Clerk
401 W. Kern Ave
McFarland, CA 93250
falvarado@mcfarlandcity.org

Comments generated during the public hearing process are to be submitted to KCOG for inclusion in the annual Unmet Transit Needs Report of Findings. Public input will be then put into one of three categories:

- A. That there are no unmet transit needs; or
- B. That there are no unmet transit needs which are reasonable to meet; or
- C. That there are unmet transit needs, including those that are reasonable to meet.

FISCAL IMPACT:

No immediate financial impact.

ATTACHMENTS:

Resolution No. 2021-0012

RESOLUTION NO. 2021-0012

A RESOLUTION OF THE CITY COUNCIL OF THE CITY OF MCFARLAND FINDING THERE ARE NO UNMET PUBLIC TRANSIT NEEDS WHICH CAN REASONABLY BE MET IN THE CITY OF MCFARLAND (2020/2021)

WHEREAS: The Transportation Development Act of 1971 provides for the disbursement of funds from the Local Transportation Fund held in trust by Kern County Auditor-Controller for the purpose authorized by Article 8, Section 994000(a) Streets and Roads and Article 4, Section 99260(a) Public Transportation; and

WHEREAS: An eligible claimant wishing to receive an allocation from the Local Transportation Fund must first hold a Public Hearing where all Unmet Public Transit Needs can be reasonably be met are discussed.

NOW THEREFORE: The McFarland City Council does hereby resolve that:

- (1) Pursuant to the provisions of law, a duly noticed and Public Hearing regarding Unmet Public Transit Needs was held; and
- (2) The finding was made that there was no Unmet Public Transit Needs that could reasonably be met in the City of McFarland; and
- (3) The City Manager of the City of McFarland is hereby duly authorized to sign all claims, assurances and necessary paper work; and
- (4) A copy of this Resolution will be transmitted to the Kern Council of Governments in conjunction with the filing of a claim; and
- (5) The Kern Council of Governments is requested to concur in these findings and grant the allocation of funds specified in the Article 8 claim.

ADOPTED, SIGNED AND APPROVED THIS 8th day of April 2021.

AYES:

NOES:

ABSENT:

ABSTAIN:

Sally Gonzalez, Mayor
City of McFarland, CA

Attest:

Francisca Alvarado, City Clerk

MEMORANDUM
CITY OF MCFARLAND

To: Honorable Mayor and City Council

From: Maria Lara, City Manager
Fernando R. Lara, Accounting Supervisor

Date: March 25, 2021

Subject: Report, Discussion and Possible Approval of the Audited Financial Statement for the period ending June 30, 2018 for the City of McFarland

RECOMMENDATION:

Staff recommends City Council accept the City of McFarland's Audited Financial Statements for the period ending June 30, 2018.

FINANCIAL IMPACT:

There are no financial impacts.

DISCUSSION:

CliftonLarsonAllen LLP (CLA) has prepared the Audited Financial Statements for the period ending June 30, 2018. The report has been prepared in conformity with the accounting principles generally accepted in the United States of America.

The Audited Financial Statements for the period ending June 30, 2018 have been audited by CLA. Mr. Richard Gonzalez, CPA, or designee is presenting the Audited Financial Statements for the period ending June 30, 2018. City Staff is available to answer any questions from City Council.

ATTACHMENTS:

- CLA letter to Council
- City of McFarland Fiscal Year 2018 Audited Financial Statements
- City of McFarland Fiscal Year 2018 Single Audit Report



Honorable Mayor and Members of the City Council
City of McFarland
McFarland, California

We have audited the financial statements of the governmental activities, the business-type activities, each major fund, and the aggregate remaining fund information of City of McFarland as of and for the year ended June 30, 2018, and have issued our report thereon dated March 5, 2021. Our report contains qualified opinions for the governmental activities, general fund, TDA-LTF fund and aggregate remaining fund information for lack of sufficient appropriate audit evidence on which to base an opinion on for receivables and related unavailable revenue and revenue account balances in governmental funds. We have previously communicated to you information about our responsibilities under auditing standards generally accepted in the United States of America, *Government Auditing Standards*, and Title 2 U.S. Code of Federal Regulations Part 200, *Uniform Administrative Requirements, Cost Principles, and Audit Requirements for Federal Awards* (Uniform Guidance), as well as certain information related to the planned scope and timing of our audit. Professional standards also require that we communicate to you the following information related to our audit.

Significant audit findings

Qualitative aspects of accounting practices

Accounting policies

Management is responsible for the selection and use of appropriate accounting policies. The significant accounting policies used by City of McFarland are described in Note 1 to the financial statements.

No new accounting policies were adopted and the application of existing policies was not changed during the year ended June 30, 2018.

We noted no transactions entered into by the entity during the year for which there is a lack of authoritative guidance or consensus.

Accounting estimates

Accounting estimates are an integral part of the financial statements prepared by management and are based on management's knowledge and experience about past and current events and assumptions about future events. Certain accounting estimates are particularly sensitive because of their significance to the financial statements and because of the possibility that future events affecting them may differ significantly from those expected. There were no accounting estimates affecting the financial statements which were particularly sensitive or required substantial judgments by management.

Financial statement disclosures

Certain financial statement disclosures are particularly sensitive because of their significance to financial statement users. The most sensitive disclosure affecting the financial statements was:

- The disclosure of the prior period adjustments in Note 12 to the financial statements describes a restatement of the prior year financial statements related to unearned revenue.

The financial statement disclosures are neutral, consistent, and clear.

Difficulties encountered in performing the audit

The completion of our audit was delayed for the following reasons:

- The City's year-end trial balance necessary to perform the audit of year-end balances was not closed for several weeks after contract was signed
- Year-end balances not agreeing to the source documents due to lack of reconciliations
- Heavy turnover in the finance department cause significant delays in obtaining information

Uncorrected misstatements

Professional standards require us to accumulate all misstatements identified during the audit, other than those that are clearly trivial, and communicate them to the appropriate level of management. Management has determined that the effects of uncorrected misstatements are immaterial, both individually and in the aggregate, to the financial statements taken as a whole. The following summarizes uncorrected misstatements of the financial statements:

- Record \$116,192 adjustment to beginning capital assets as an expense instead of as a prior period adjustment.

Corrected misstatements

The following material misstatements detected as a result of audit procedures were corrected by management:

- Reduce unearned revenue in governmental funds by \$2.7 million for revenues that should have been recognized in a prior year.
- Adjust ICE Administration revenues and expenditures by \$3.8 million and \$2.5 million, respectively for monthly activity not recorded in the proper period.
- Adjust both other financing sources: debt issuance and cash with fiscal agent in McFarland Improvement Authority fund by \$4.5 million to record bond proceeds deposited into an external account established during the issuance of new debt.

Disagreements with management

For purposes of this letter, a disagreement with management is a financial accounting, reporting, or auditing matter, whether or not resolved to our satisfaction, that could be significant to the financial statements or the auditors' report. No such disagreements arose during our audit.

Management representations

We have requested certain representations from management that are included in the management representation letter dated March 5, 2021.

Management consultations with other independent accountants

In some cases, management may decide to consult with other accountants about auditing and accounting matters, similar to obtaining a “second opinion” on certain situations. If a consultation involves application of an accounting principle to the entity’s financial statements or a determination of the type of auditors’ opinion that may be expressed on those statements, our professional standards require the consulting accountant to check with us to determine that the consultant has all the relevant facts. To our knowledge, there were no such consultations with other accountants.

Significant issues discussed with management prior to engagement

We generally discuss a variety of matters, including the application of accounting principles and auditing standards, with management each year prior to engagement as the entity’s auditors. However, these discussions occurred in the normal course of our professional relationship and our responses were not a condition to our engagement.

Other audit findings or issues

The following describes findings or issues arising from the audit that are, in our professional judgment, significant and relevant to your oversight of the financial reporting process:

- We issued qualified opinions for certain governmental funds described in our independent auditors’ report related to receivables, unavailable revenue and revenue because we were unable to obtain sufficient appropriate audit evidence on which to base an opinion.

We have provided a separate report to you dated March 5, 2021, communicating internal control related matters identified during the audit.

Other information in documents containing audited financial statements

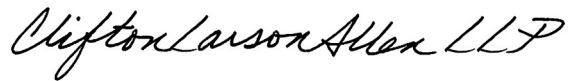
With respect to the required supplementary information (RSI) accompanying the financial statements, we made certain inquiries of management about the methods of preparing the RSI, including whether the RSI has been measured and presented in accordance with prescribed guidelines, whether the methods of measurement and preparation have been changed from the prior period and the reasons for any such changes, and whether there were any significant assumptions or interpretations underlying the measurement or presentation of the RSI. We compared the RSI for consistency with management’s responses to the foregoing inquiries, the basic financial statements, and other knowledge obtained during the audit of the basic financial statements. Because these limited procedures do not provide sufficient evidence, we did not express an opinion or provide any assurance on the RSI.

With respect to the schedule of expenditures of federal awards (SEFA) accompanying the financial statements, on which we were engaged to report in relation to the financial statements as a whole, we made certain inquiries of management and evaluated the form, content, and methods of preparing the SEFA to determine that the SEFA complies with the requirements of the Uniform Guidance, the method of preparing it has not changed from the prior period or the reasons for such changes, and the SEFA is appropriate and complete in relation to our audit of the financial statements. We compared and reconciled the SEFA to the underlying accounting records used to prepare the financial statements or to the financial statements themselves. We have issued our report thereon dated March 5, 2021.

With respect to the combining fund statements (collectively, the supplementary information) accompanying the financial statements, on which we were engaged to report in relation to the financial statements as a whole, we made certain inquiries of management and evaluated the form, content, and methods of preparing the information to determine that the information complies with accounting principles generally accepted in the United States of America, the method of preparing it has not changed from the prior period or the reasons for such changes, and the information is appropriate and complete in relation to our audit of the financial statements. We compared and reconciled the supplementary information to the underlying accounting records used to prepare the financial statements or to the financial statements themselves. We have issued our report thereon dated March 5, 2021.

* * *

This communication is intended solely for the information and use of the Mayor and members of City Council and management of City of McFarland and is not intended to be, and should not be, used by anyone other than these specified parties.

A handwritten signature in black ink that reads "CliftonLarsonAllen LLP". The signature is written in a cursive, flowing style.

CliftonLarsonAllen LLP

Roseville, California
March 5, 2021

CITY OF MCFARLAND
SINGLE AUDIT REPORT
YEAR ENDED JUNE 30, 2018



CLAconnect.com

**WEALTH ADVISORY
OUTSOURCING
AUDIT, TAX, AND
CONSULTING**

**CITY OF MCFARLAND
SINGLE AUDIT REPORT
YEAR ENDED JUNE 30, 2018**

INDEPENDENT AUDITORS' REPORT ON INTERNAL CONTROL OVER FINANCIAL REPORTING AND ON COMPLIANCE AND OTHER MATTERS BASED ON AN AUDIT OF FINANCIAL STATEMENTS PERFORMED IN ACCORDANCE WITH <i>GOVERNMENT AUDITING STANDARDS</i>	1
INDEPENDENT AUDITORS' REPORT ON COMPLIANCE FOR EACH MAJOR FEDERAL PROGRAM, REPORT ON INTERNAL CONTROL OVER COMPLIANCE, AND REPORT ON THE SCHEDULE OF EXPENDITURES OF FEDERAL AWARDS REQUIRED BY THE UNIFORM GUIDANCE	3
SCHEDULE OF EXPENDITURES OF FEDERAL AWARDS	5
NOTES TO SCHEDULE OF EXPENDITURES OF FEDERAL AWARDS	6
SCHEDULE OF FINDINGS AND QUESTIONED COSTS	7



INDEPENDENT AUDITORS' REPORT ON INTERNAL CONTROL OVER FINANCIAL REPORTING AND ON COMPLIANCE AND OTHER MATTERS BASED ON AN AUDIT OF FINANCIAL STATEMENTS PERFORMED IN ACCORDANCE WITH GOVERNMENT AUDITING STANDARDS

The Honorable City Council
of the City of McFarland
McFarland, California

We have audited, in accordance with the auditing standards generally accepted in the United States of America and the standards applicable to financial audits contained in *Government Auditing Standards* issued by the Comptroller General of the United States, the financial statements of the governmental activities, the business-type activities, each major fund, and the aggregate remaining fund information of the City of McFarland (City), as of and for the year ended June 30, 2018, and the related notes to the financial statements, which collectively comprise the City's basic financial statements, and have issued our report thereon dated March 5, 2021. Our report contains qualified opinions for the governmental activities, general fund, TDA-LTF fund and aggregate remaining fund information for lack of sufficient appropriate audit evidence on which to base an opinion on for receivables and related unavailable revenue and revenue account balances.

Internal Control Over Financial Reporting

In planning and performing our audit of the financial statements, we considered the City's internal control over financial reporting (internal control) as a basis for designing the audit procedures that are appropriate in the circumstances for the purpose of expressing our opinions on the financial statements, but not for the purpose of expressing an opinion on the effectiveness of the City's internal control. Accordingly, we do not express an opinion on the effectiveness of the City's internal control.

A *deficiency in internal control* exists when the design or operation of a control does not allow management or employees, in the normal course of performing their assigned functions, to prevent, or detect and correct, misstatements on a timely basis. A *material weakness* is a deficiency, or a combination of deficiencies, in internal control, such that there is a reasonable possibility that a material misstatement of the entity's financial statements will not be prevented, or detected and corrected on a timely basis. A *significant deficiency* is a deficiency, or a combination of deficiencies, in internal control that is less severe than a material weakness, yet important enough to merit attention by those charged with governance.

Our consideration of internal control was for the limited purpose described in the first paragraph of this section and was not designed to identify all deficiencies in internal control that might be material weaknesses or significant deficiencies and therefore, material weaknesses or significant deficiencies may exist that have not been identified. We did identify certain deficiencies in internal control, described in the accompanying schedule of findings and questioned costs as items 2018-001, 2018-002, 2018-003, 2018-004 and 2018-005 that we consider to be material weaknesses.

Compliance and Other Matters

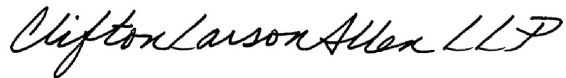
As part of obtaining reasonable assurance about whether the City's financial statements are free from material misstatement, we performed tests of its compliance with certain provisions of laws, regulations, contracts, and grant agreements, noncompliance with which could have a direct and material effect on the financial statements. However, providing an opinion on compliance with those provisions was not an objective of our audit and, accordingly, we do not express such an opinion. The results of our tests disclosed no instances of noncompliance or other matters that are required to be reported under *Government Auditing Standards*.

City's Response to Findings

The City's response to the findings identified in our audit is described in the accompanying schedule of findings and questioned costs. The City's response was not subjected to the auditing procedures applied in the audit of the financial statements and, accordingly, we express no opinion on it.

Purpose of this Report

The purpose of this report is solely to describe the scope of our testing of internal control and compliance and the results of that testing, and not to provide an opinion on the effectiveness of the entity's internal control or on compliance. This report is an integral part of an audit performed in accordance with *Government Auditing Standards* in considering the entity's internal control and compliance. Accordingly, this communication is not suitable for any other purpose.

A handwritten signature in black ink that reads "CliftonLarsonAllen LLP". The signature is written in a cursive, flowing style.

CliftonLarsonAllen LLP

Roseville, California
March 5, 2021



INDEPENDENT AUDITORS' REPORT ON COMPLIANCE FOR EACH MAJOR FEDERAL PROGRAM, REPORT ON INTERNAL CONTROL OVER COMPLIANCE, AND REPORT ON THE SCHEDULE OF EXPENDITURES OF FEDERAL AWARDS REQUIRED BY THE UNIFORM GUIDANCE

The Honorable City Council
of the City of McFarland
McFarland, California

Report on Compliance for Each Major Federal Program

We have audited the City of McFarland's (City) compliance with the types of compliance requirements described in the *U.S. Office of Management and Budget (OMB) Compliance Supplement* that could have a direct and material effect on each of the City's major federal programs for the year ended June 30, 2018. The City's major federal program is identified in the summary of auditors' results section of the accompanying schedule of findings and questioned costs.

Management's Responsibility

Management is responsible for compliance with federal statutes, regulations, and the terms and conditions of its federal awards applicable to its federal programs.

Auditors' Responsibility

Our responsibility is to express an opinion on compliance for each of the City's major federal program based on our audit of the types of compliance requirements referred to above. We conducted our audit of compliance in accordance with auditing standards generally accepted in the United States of America; the standards applicable to financial audits contained in *Government Auditing Standards*, issued by the Comptroller General of the United States; and the audit requirements of Title 2 U.S. *Code of Federal Regulations* (CFR) Part 200, *Uniform Administrative Requirements, Cost Principles, and Audit Requirements for Federal Awards* (Uniform Guidance). Those standards and the Uniform Guidance require that we plan and perform the audit to obtain reasonable assurance about whether noncompliance with the types of compliance requirements referred to above that could have a direct and material effect on a major federal program occurred. An audit includes examining, on a test basis, evidence about the City's compliance with those requirements and performing such other procedures as we considered necessary in the circumstances.

We believe that our audit provides a reasonable basis for our opinion on compliance for each major federal program. However, our audit does not provide a legal determination of the City's compliance.

Opinion on Each Major Federal Program

In our opinion, the City complied, in all material respects, with the types of compliance requirements referred to above that could have a direct and material effect on each of its major federal programs for the year ended June 30, 2018.

Report on Internal Control Over Compliance

Management of the City is responsible for establishing and maintaining effective internal control over compliance with the types of compliance requirements referred to above. In planning and performing our audit of compliance, we considered the City's internal control over compliance with the types of requirements that could have a direct and material effect on its major federal program to determine the auditing procedures that are appropriate in

the circumstances for the purpose of expressing an opinion on compliance for the major federal program and to test and report on internal control over compliance in accordance with the Uniform Guidance, but not for the purpose of expressing an opinion on the effectiveness of internal control over compliance. Accordingly, we do not express an opinion on the effectiveness of the City's internal control over compliance.

A deficiency in internal control over compliance exists when the design or operation of a control over compliance does not allow management or employees, in the normal course of performing their assigned functions, to prevent, or detect and correct, noncompliance with a type of compliance requirement of a federal program on a timely basis. A *material weakness in internal control over compliance* is a deficiency, or combination of deficiencies, in internal control over compliance, such that there is a reasonable possibility that material noncompliance with a type of compliance requirement of a federal program will not be prevented, or detected and corrected, on a timely basis. A *significant deficiency in internal control over compliance* is a deficiency, or a combination of deficiencies, in internal control over compliance with a type of compliance requirement of a federal program that is less severe than a material weakness in internal control over compliance, yet important enough to merit attention by those charged with governance.

Our consideration of internal control over compliance was for the limited purpose described in the first paragraph of this section and was not designed to identify all deficiencies in internal control over compliance that might be material weaknesses or significant deficiencies. We did not identify any deficiencies in internal control over compliance that we consider to be material weaknesses. However, material weaknesses may exist that have not been identified.

The purpose of this report on internal control over compliance is solely to describe the scope of our testing of internal control over compliance and the results of that testing based on the requirements of the Uniform Guidance. Accordingly, this report is not suitable for any other purpose.

Report on Schedule of Expenditures of Federal Awards Required by the Uniform Guidance

We have audited the financial statements of the governmental activities, the business-type activities, each major fund, and the aggregate remaining fund information of the City, as of and for the year ended June 30, 2018, and the related notes to the financial statements, which collectively comprise the City's basic financial statements. We issued our report thereon dated March 5, 2021, which contained qualified opinions on the governmental activities, general fund, TDA-LTF fund and the aggregate remaining fund information and unmodified opinions on the business-type activities, major and nonmajor enterprise funds and all major governmental funds other than the general fund and TDA-LTF fund. Our audit was conducted for the purpose of forming opinions on the financial statements that collectively comprise the basic financial statements. The accompanying schedule of expenditures of federal awards is presented for purposes of additional analysis as required by the Uniform Guidance and is not a required part of the financial statements. Such information is the responsibility of management and was derived from and relates directly to the underlying accounting and other records used to prepare the basic financial statements. The information has been subjected to the auditing procedures applied in the audit of the financial statements and certain additional procedures, including comparing and reconciling such information directly to the underlying accounting and other records used to prepare the basic financial statements or to the basic financial statements themselves, and other additional procedures in accordance with auditing standards generally accepted in the United States of America. In our opinion, the schedule of expenditures of federal awards is fairly stated in all material respects in relation to the basic financial statements as a whole.



CliftonLarsonAllen LLP

Roseville, California
March 5, 2021

CITY OF MCFARLAND
SCHEDULE OF EXPENDITURES OF FEDERAL AWARDS
YEAR ENDED JUNE 30, 2018

Federal Grantor/Pass-through Grantor/Program Title	Federal CFDA Number	Pass-Through Entity Identifying Number	Federal Expenditures	Expenditures to Subrecipients
<u>U.S. Department of Housing and Urban Development</u>				
Passed through State of California Department of Housing and Community Development:				
Community Development Block Grants/Entitlement Grants	14.218	15-CDBG-10571	\$ 1,079,408	\$ -
Subtotal - CDBG Entitlement Grants Cluster			<u>1,079,408</u>	<u>-</u>
HOME Investment Partnerships (Outstanding Loans)	14.239		<u>709,906</u>	<u>-</u>
Total U.S. Department of Housing and Urban Development			<u>1,789,314</u>	<u>-</u>
<u>U.S. Department of Interior</u>				
Passed through State of California Department National Park Service				
Land and Water Conservation Fund	15.916	06-01793	<u>78,709</u>	<u>-</u>
Total U.S. Department of Justice			<u>78,709</u>	<u>-</u>
<u>U.S. Department of Justice</u>				
Direct Programs:				
COPS Universal Hiring Grant	16.710	2014UMWX0157	<u>82,432</u>	<u>-</u>
Total U.S. Department of Justice			<u>82,432</u>	<u>-</u>
<u>U.S. Department of Transportation</u>				
Passed through the State Department of Transportation:				
Highway Planning and Construction	20.205	STPL-5343(008)	74,186	-
Highway Planning and Construction	20.205	STPL-5343(010)	30,779	-
Highway Planning and Construction	20.205	ATPL-5343(009)	115,116	-
Highway Planning and Construction	20.205	H8-06-012	27,311	-
Subtotal - Highway Planning and Construction Cluster			<u>247,392</u>	<u>-</u>
Total U.S. Department of Transportation			<u>247,392</u>	<u>-</u>
<u>U.S. Department of Homeland Security</u>				
Passed through the State of California Office of Emergency Services (CALOES)				
Hazard Mitigation Grant	97.039	FEMA 440 DR CA	<u>136,641</u>	<u>-</u>
Total U.S. Department of Homeland Security			<u>136,641</u>	<u>-</u>
Total Expenditures of Federal Awards			<u>\$ 2,334,488</u>	<u>\$ -</u>

See accompanying Note to Schedule of Expenditures of Federal Awards.

CITY OF MCFARLAND
NOTES TO SCHEDULE OF EXPENDITURES OF FEDERAL AWARDS
YEAR ENDED JUNE 30, 2018

NOTE 1 BASIS OF PRESENTATION

The accompanying schedule of expenditures of federal awards presents the activity of all federal awards programs of the City of McFarland for the year ended June 30, 2018. The information in this schedule is presented in accordance with the requirements of Title 2 U.S. Code of Federal Regulations (CFR) Part 200, Uniform Administrative Requirements, Cost Principles, and Audit Requirements for Federal Awards (Uniform Guidance).

NOTE 2 SUMMARY OF SIGNIFICANT ACCOUNTING POLICIES

Expenditures reported on the schedule are reported on the modified accrual basis of accounting. Such expenditures are recognized following the cost principles contained in the Uniform Guidance, wherein certain types of expenditures are not allowable or are limited as to reimbursement. Therefore, some amounts presented in the schedule may differ from amounts presented in, or used in the preparation of, the financial statements.

NOTE 3 CATALOG OF FEDERAL DOMESTIC (CFDA) NUMBERS

The program titles and CFDA numbers were obtained from the federal or pass-through grantor or the 2018 *Catalog of Federal Domestic Assistance*. When no CFDA number had been assigned to a program, the two-digit federal agency identifier and the federal contract number were used. When there was no federal contract number, the two-digit federal agency identifier and the word "unknown" were used.

NOTE 4 INDIRECT COST RATE

The City did not elect to use the 10 percent de minimis indirect cost rate as covered in 2 CFR §200.414.

NOTE 5 PASS-THROUGH ENTITIES' IDENTIFYING NUMBER

When federal awards were received from a pass-through entity, the schedule of expenditures of federal awards shows, if available, the identifying number assigned by the pass-through entity. When no identifying number is shown, the City determined that no identifying number is assigned for the program or the City was unable to obtain an identifying number from the pass-through entity.

NOTE 6 LOANS RECEIVABLE

The City offers property rehabilitation and first-time home buyer loans to eligible individuals as part of its Community Development Block Grant (CDBG) program. The loans do not have continuing compliance requirements and therefore the outstanding balances are not reflected on the Schedule of Expenditures of Federal Awards. No new loans were issued during the fiscal year ended June 30, 2018.

**CITY OF MCFARLAND
SCHEDULE OF FINDINGS AND QUESTIONED COSTS
YEAR ENDED JUNE 30, 2018**

Section I – Summary of Auditors' Results

Financial Statements

1. Type of auditors' report issued: Modified
2. Internal control over financial reporting:
- Material weakness(es) identified? x yes no
 - Significant deficiency(ies) identified? yes x none reported
3. Noncompliance material to financial statements noted? yes x no

Federal Awards

1. Internal control over major federal programs:
- Material weakness(es) identified? yes x no
 - Significant deficiency(ies) identified? yes x none reported
2. Type of auditors' report issued on compliance for major federal programs: Unmodified
3. Any audit findings disclosed that are required to be reported in accordance with 2 CFR 200.516(a)? yes x no

Identification of Major Federal Programs

CFDA Number(s)

14.218

Name of Federal Program or Cluster

Community Development Block Grants/
Entitlement Grants

Dollar threshold used to distinguish between Type A and Type B programs:

\$ 750,000

Auditee qualified as low-risk auditee?

 yes x no

**CITY OF MCFARLAND
SCHEDULE OF FINDINGS AND QUESTIONED COSTS
YEAR ENDED JUNE 30, 2018**

Section II – Financial Statement Findings

2018 – 001

Type of Finding: Material Weakness in Internal Control over Financial Reporting

Condition: The City did not have adequate design of internal controls over significant processes such as performing monthly reconciliations.

Furthermore, this year's closing process was delayed because some important procedures were not performed on time while others were performed too early in the process. The results were delays in producing closing entries, trial balances, schedules, reconciliations, account analyses, and other financial reports needed by management and the auditors.

Criteria or specific requirement: A benefit of monthly reconciliations is that errors do not accumulate but can be identified and attributed to a particular period, which makes it easier to perform future reconciliations.

Context: Several accounts in the City's accounting system were not reconciled to supporting documentation.

Effect: Certain accounts were misstated at year end, requiring adjustment.

Cause: The City did not allocate sufficient resources to the accounting function.

Repeat Finding: Finding is a repeat finding from the prior year (2017-001)

Recommendation: We recommend the City establish procedures for reconciling the general ledger accounts for cash, receivables, accounts payable, capital assets and long-term debt to supporting documentation monthly. A benefit of monthly reconciliations is that errors do not accumulate but can be identified and attributed to a particular period, which makes it easier to perform future reconciliations.

We further recommend that the finance department prepare a year-end closing schedule and include all tasks that are necessary to close the year-end. Such a list should include, at a minimum, the following: a list of year-end tasks, due date of each task, and the responsible employee and management reviewer of each task.

Views of responsible officials: There is no disagreement with this finding.

2018 – 002

Type of Finding: Material Weakness in Internal Control over Financial Reporting

Condition: During our audit, we noted that the City did not properly record revenues and expenditures for ICE services performed during the period July 1, 2017 through June 30, 2018.

Criteria or specific requirement: Generally Accepted Accounting Principles (GAAP) requires that all revenues and expenditures be recorded in the proper accounting period.

**CITY OF MCFARLAND
SCHEDULE OF FINDINGS AND QUESTIONED COSTS
YEAR ENDED JUNE 30, 2018**

Context: The revenue and expenditure accounts recorded in the City's ICE Administration Fund did not include all 12 months of activity.

Effect: Revenue and expenditure accounts in the ICE Administration Fund were materially misstated at year-end.

Cause: The City did not review the revenue and expenditure transactions recorded in the ICE Administration Fund to ensure all 12 months of activity were reflected in the fund.

Repeat Finding: Finding is not a repeat finding from the prior year.

Recommendation: We recommend the City establish procedures to ensure revenues and expenditures related to ICE administration are accurately recorded throughout the year, including reviewing all transactions for completeness prior to closing.

Views of responsible officials: There is no disagreement with this finding.

2018 – 003

Type of Finding: Material Weakness in Internal Control over Financial Reporting

Condition: During our audit, we noted the City did not record the activity for the bonds issued during the year, including the balance of the cash with fiscal agent at year-end and related activity such as the issuance of debt and payment of interest.

Criteria or specific requirement: All account balances of the City should be reflected in its accounting system to make financial reports generated by the system as meaningful as possible.

Context: Cash accounts of approximately \$4.5 million at year end were excluded from the City's general ledger.

Effect: Several accounts related to the debt issuance were materially misstated at year-end.

Cause: All activity for the bonds is maintained in a separate fiscal agent account separate from the City's primary operating account.

Repeat Finding: Finding is not a repeat finding from the prior year.

Recommendation: We recommend the City establish procedures to summarize and record all transactions from the external fiscal agent account statements at least quarterly. These procedures should include reconciling the cash balances recorded in the general ledger to the monthly bank statements.

Views of responsible officials: There is no disagreement with this finding.

**CITY OF MCFARLAND
SCHEDULE OF FINDINGS AND QUESTIONED COSTS
YEAR ENDED JUNE 30, 2018**

2018 – 004

Type of Finding: Material Weakness in Internal Control over Financial Reporting

Condition: During our audit we noted the City had recorded unearned revenues for grants in which the City had met all eligibility requirements. As a result, current and prior period adjustments were necessary to recognize revenue in the proper period.

Criteria or specific requirement: For voluntary nonexchange transactions and government-mandated nonexchange transactions (examples: certain grants, state, and federal mandates on local governments, etc.), revenues and expenditures should be recorded in the period when all eligibility requirements have been met.

Context: The City recorded a \$2.7 million prior period adjustment to correct unearned revenue at the beginning of the year.

Effect: Revenue and restricted fund balance was materially misstated for the year ended June 30, 2017.

Cause: The City appeared to be trying to match revenue with project expenditures incurred instead of recording revenue and restricted fund balance when eligibility requirements were already met. There was no requirement that the City first incur allowable costs to qualify for the resources.

Repeat Finding: Finding is not a repeat finding from the prior year.

Recommendation: We recommend the City review its funding agreements to determine the proper timing of recognition based on the requirements of GASB Statement No. 33, *Accounting and Financial Reporting for Nonexchange Transactions*.

Management should reconcile grant revenue and receivables with expenditures to determine proper revenue recognition monthly.

Views of responsible officials: There is no disagreement with this finding.

2018 – 005

Type of Finding: Material Weakness in Internal Control over Financial Reporting

Condition: During our audit we noted there was a lack of supporting documentation relating to accounts receivable balances. It is likely that material misstatements exist within accounts receivable but CLA was unable to determine the quantitative impact to the financial statements.

Criteria or specific requirement: Amounts recorded in the financial statements should be supported by reconciled subsidiary records.

Context: CLA is unable to determine this amount resulting in a scope limitation and modified opinion. Our opinions on the governmental activities, major governmental funds and aggregate remaining fund information were qualified for this scope limitation.

**CITY OF MCFARLAND
SCHEDULE OF FINDINGS AND QUESTIONED COSTS
YEAR ENDED JUNE 30, 2018**

Effect: Receivables, unavailable revenues and revenues could be understated or overstated, but due to lack of supporting documentation CLA is unable to determine this amount resulting in a scope limitation and modified opinions.

Cause: The City did not have procedures in place to reconcile year-end receivable and unavailable revenue balances to supporting documentation such as reimbursement claims and subsequent receipts.

In addition, the City's lack of timely preparation and submission of cost reimbursement claims has created additional complexities in recording and tracking receivables for its various projects.

Repeat Finding: Finding is not a repeat finding from the prior year.

Recommendation: To make the financial reports generated by the accounting system as meaningful as possible, the City should reconcile the general ledger accounts for accounts receivable, unavailable revenue and revenue to supporting documentation during the year-end close.

Views of responsible officials: There is no disagreement with this finding.

Section III – Findings and Questioned Costs – Major Federal Programs

Our audit did not disclose any matters required to be reported in accordance with 2 CFR 200.516(a).

CITY OF MCFARLAND
FINANCIAL STATEMENTS AND
SUPPLEMENTARY INFORMATION
YEAR ENDED JUNE 30, 2018



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CONSULTING

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**CITY OF MCFARLAND
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YEAR ENDED JUNE 30, 2018**

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FINANCIAL SECTION



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INDEPENDENT AUDITORS' REPORT

Honorable Mayor and Members
of the City Council
City of McFarland
McFarland, California

Report on the Financial Statements

We have audited the accompanying financial statements of the governmental activities, the business-type activities, each major fund, and the aggregate remaining fund information of the City of McFarland (City), as of and for the year ended June 30, 2018, and the related notes to the financial statements, which collectively comprise the entity's basic financial statements as listed in the table of contents.

Management's Responsibility for the Financial Statements

Management is responsible for the preparation and fair presentation of these financial statements in accordance with accounting principles generally accepted in the United States of America; this includes the design, implementation, and maintenance of internal control relevant to the preparation and fair presentation of financial statements that are free from material misstatement, whether due to fraud or error.

Auditors' Responsibility

Our responsibility is to express opinions on these financial statements based on our audit. We conducted our audit in accordance with auditing standards generally accepted in the United States of America and the standards applicable to financial audits contained in *Government Auditing Standards*, issued by the Comptroller General of the United States. Those standards require that we plan and perform the audit to obtain reasonable assurance about whether the financial statements are free from material misstatement.

An audit involves performing procedures to obtain audit evidence about the amounts and disclosures in the financial statements. The procedures selected depend on the auditors' judgment, including the assessment of the risks of material misstatement of the financial statements, whether due to fraud or error. In making those risk assessments, the auditor considers internal control relevant to the entity's preparation and fair presentation of the financial statements in order to design audit procedures that are appropriate in the circumstances, but not for the purpose of expressing an opinion on the effectiveness of the entity's internal control. Accordingly, we express no such opinion. An audit also includes evaluating the appropriateness of accounting policies used and the reasonableness of significant accounting estimates made by management, as well as evaluating the overall presentation of the financial statements.

We believe that the audit evidence we have obtained is sufficient and appropriate to provide a basis for our unmodified and qualified audit opinions.

Summary of Opinions

<u>Opinion Unit</u>	<u>Type of Opinion</u>
Governmental Activities	Qualified
Business-type Activities	Unmodified
General Fund	Qualified
TDA - LTF	Qualified
CalHOME	Unmodified
ICE Administration	Unmodified
McFarland Improvement Authority	Unmodified
Sewer	Unmodified
Refuse	Unmodified
Water	Unmodified
Aggregate Remaining Fund Information	Qualified

Basis for Qualified Opinion on Governmental Activities, General Fund, TDA – LTF Fund and the Aggregate Remaining Fund Information

We were unable to obtain sufficient appropriate audit evidence on which to base an opinion on for receivables and related unavailable revenue and revenue account balances in the governmental activities, General Fund, TDA – LTF Fund and the aggregate remaining fund information of the City. Consequently, we were unable to determine whether any adjustments to the amounts included in the governmental activities, General Fund, TDA – LTF Fund and the aggregate remaining fund information are necessary. The amount by which this departure would affect the assets, fund balance, net position, and revenues of the governmental activities, General Fund, TDA – LTF Fund and the aggregate remaining fund information has not been determined.

Qualified Opinion

In our opinion, except for the possible effects of the matter discussed in the “Basis for Qualified Opinion on Governmental Activities, General Fund, TDA – LTF Fund and the Aggregate Remaining Fund Information” paragraph, the financial statements referred to above present fairly, in all material respects, the respective financial position of the governmental activities, General Fund, TDA – LTF Fund and the aggregate remaining fund information of the City as of June 30, 2018, and the respective changes in financial position thereof for the year then ended in accordance with accounting principles generally accepted in the United States of America.

Unmodified Opinions

In our opinion, the financial statements referred to above present fairly, in all material respects, the respective financial position of the business-type activities, each major governmental fund other than the General Fund and the TDA-LTF fund, and the major and nonmajor enterprise funds of the City of McFarland, as of June 30, 2018, and the respective changes in financial position and, where applicable, cash flows thereof for the year then ended in accordance with accounting principles generally accepted in the United States of America.

Emphasis of Matter

As described in Note 12 to the basic financial statements, prior period adjustments were recorded for the correction of errors in the prior year financial statements. Our opinions are not modified with respect to this matter.

Other Matters

Required Supplementary Information

Accounting principles generally accepted in the United States of America require that the budgetary comparison information, as listed in the table of contents, be presented to supplement the basic financial statements. Such information, although not a part of the basic financial statements, is required by the Governmental Accounting Standards Board who considers it to be an essential part of financial reporting for placing the basic financial statements in an appropriate operational, economic, or historical context. We have applied certain limited procedures to the required supplementary information in accordance with auditing standards generally accepted in the United States of America, which consisted of inquiries of management about the methods of preparing the information and comparing the information for consistency with management's responses to our inquiries, the basic financial statements, and other knowledge we obtained during our audit of the basic financial statements. We do not express an opinion or provide any assurance on the information because the limited procedures do not provide us with sufficient evidence to express an opinion or provide any assurance.

Management has omitted management's discussion and analysis, that accounting principles generally accepted in the United States of America require be presented to supplement the basic financial statements. Such information, although not a part of the basic financial statements, is required by the Governmental Accounting Standards Board who considers it to be an essential part of financial reporting for placing the basic financial statements in an appropriate operational, economic, or historical context. Our opinion is not modified with respect to this omitted information.

Other Information

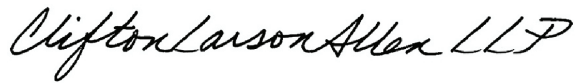
Our audit was conducted for the purpose of forming opinions on the financial statements that collectively comprise the City's basic financial statements. The combining fund statements are presented for purposes of additional analysis and are not a required part of the basic financial statements.

The combining fund statements are the responsibility of management and were derived from and relate directly to the underlying accounting and other records used to prepare the basic financial statements. Such information has been subjected to the auditing procedures applied in the audit of the basic financial statements and certain additional procedures, including comparing and reconciling such information directly to the underlying accounting and other records used to prepare the basic financial statements or to the basic financial statements themselves, and other additional procedures in accordance with auditing standards generally accepted in the United States of America. In our opinion, the combining fund statements are fairly stated, in all material respects, in relation to the basic financial statements as a whole.

Honorable Mayor and Members of the City Council
City of McFarland

Other Reporting Required by Government Auditing Standards

In accordance with *Government Auditing Standards*, we have also issued our report dated March 5, 2021 on our consideration of the City's internal control over financial reporting and on our tests of its compliance with certain provisions of laws, regulations, contracts, and grant agreements and other matters. The purpose of that report is solely to describe the scope of our testing of internal control over financial reporting and compliance and the results of that testing, and not to provide an opinion on the effectiveness of the City's internal control over financial reporting or on compliance. That report is an integral part of an audit performed in accordance with *Government Auditing Standards* in considering the City's internal control over financial reporting and compliance.

A handwritten signature in black ink that reads "CliftonLarsonAllen LLP". The signature is written in a cursive, flowing style.

CliftonLarsonAllen LLP

Roseville, California
March 5, 2021

BASIC FINANCIAL STATEMENTS

CITY OF MCFARLAND
GOVERNMENT-WIDE – STATEMENT OF NET POSITION
JUNE 30, 2018

	Primary Government		
	Governmental Activities	Business-Type Activities	Totals
ASSETS			
Cash and Investments	\$ 1,130,763	\$ 196,875	\$ 1,327,638
Cash with Fiscal Agents	4,589,319	681,425	5,270,744
Receivables:			
Accounts	113,403	402,523	515,926
Intergovernmental	9,369,288	60,905	9,430,193
Interest	-	1,816	1,816
Prepaid Costs	683,819	16	683,835
Internal Balances	1,291,981	(1,291,981)	-
Inventory	-	5,098	5,098
Loans Receivable	3,912,335	289,457	4,201,792
Land Held For Resale	446,593	-	446,593
Capital Assets:			
Nondepreciable	9,260,812	10,935,854	20,196,666
Depreciable, Net	19,175,782	8,481,519	27,657,301
Total Assets	<u>49,974,095</u>	<u>19,763,507</u>	<u>69,737,602</u>
LIABILITIES			
Accounts Payable	7,020,587	257,027	7,277,614
Accrued Liabilities	87,690	49,660	137,350
Interest Payable	57,913	77,006	134,919
Deposits Payable	17,690	8,285	25,975
Unearned Revenue	61,439	30,000	91,439
Long-Term Liabilities:			
Due Within One Year	327,942	165,000	492,942
Due in More than One Year	5,391,103	6,281,305	11,672,408
Total Liabilities	<u>12,964,364</u>	<u>6,868,283</u>	<u>19,832,647</u>
NET POSITION			
Net Investment in Capital Assets	27,370,739	13,683,798	41,054,537
Restricted for:			
Streets and Roads	247,466	-	247,466
Community Development	1,241,515	-	1,241,515
Capital Projects	1,654,155	-	1,654,155
Unrestricted	6,495,856	(788,574)	5,707,282
Total Net Position	<u>\$ 37,009,731</u>	<u>\$ 12,895,224</u>	<u>\$ 49,904,955</u>

See accompanying Notes to Financial Statements.

CITY OF MCFARLAND
GOVERNMENT-WIDE – STATEMENT OF ACTIVITIES
YEAR ENDED JUNE 30, 2018

					Net (Expenses) Revenues and Changes in Net Position		
Functions/Programs	Expenses	Program Revenues			Primary Government		
		Fees, Fines, and Charges for Services	Operating Grants and Contributions	Capital Grants and Contributions	Governmental Activities	Business- Type Activities	Total
Primary Government							
Governmental Activities:							
General Government	\$ 1,368,873	\$ 304,647	\$ -	\$ -	\$ (1,064,226)	\$ -	\$ (1,064,226)
Public Safety	2,360,974	161,926	291,848	-	(1,907,200)	-	(1,907,200)
Public Works	1,460,797	5,217	792,792	1,605,921	943,133	-	943,133
Community Development	18,312,016	248,100	18,891,743	-	827,827	-	827,827
Interest on Long-Term Debt	295,533	-	-	-	(295,533)	-	(295,533)
Total Governmental Activities	23,798,193	719,890	19,976,383	1,605,921	(1,495,999)	-	(1,495,999)
Business-Type Activities:							
Sewer	1,633,346	1,673,851	-	-	-	40,505	40,505
Refuse	1,301,146	1,297,578	15,321	-	-	11,753	11,753
Water	1,340,564	1,216,735	-	-	-	(123,829)	(123,829)
Public Transportation	191,644	15,037	193,138	-	-	16,531	16,531
Total Business-Type Activities	4,466,700	4,203,201	208,459	-	-	(55,040)	(55,040)
Total Primary Government	\$ 28,264,893	\$ 4,923,091	\$ 20,184,842	\$ 1,605,921	(1,495,999)	(55,040)	(1,551,039)
General Revenues:							
Taxes:							
Property Taxes					722,463	-	722,463
Sales and Use Taxes					340,210	-	340,210
Franchise Taxes					288,698	-	288,698
Intergovernmental, Unrestricted:							
Motor Vehicle In-Lieu Tax					1,488,467	-	1,488,467
Interest and Investment Earnings					26,708	12,307	39,015
Miscellaneous					59,731	790,866	850,597
Transfers					31,246	(31,246)	-
Total General Revenues and Transfers					2,957,523	771,927	3,729,450
CHANGE IN NET POSITION					1,461,524	716,887	2,178,411
Net Position - Beginning of Year, Restated					35,548,207	12,178,337	47,726,544
Net Position - End of Year					\$ 37,009,731	\$ 12,895,224	\$ 49,904,955

See accompanying Notes to Financial Statements.

CITY OF MCFARLAND
GOVERNMENTAL FUNDS – BALANCE SHEET
JUNE 30, 2018

	General Fund	TDA - LTF	CalHOME	ICE Administration
ASSETS				
Cash and Investments	\$ -	\$ -	\$ -	\$ 1,159
Cash with Fiscal Agent	-	-	-	-
Receivables:				
Accounts	110,020	-	-	-
Intergovernmental	1,286,177	1,347,782	-	6,565,026
Interest	-	-	-	-
Prepaid Costs	283,298	-	-	-
Deposits with Others	400,521	-	-	-
Due from Other Funds	2,561,528	-	-	-
Advances to Other Funds	-	-	-	-
Loans Receivable	-	-	3,202,429	-
Land Held for Resale	446,593	-	-	-
	<u>5,088,137</u>	<u>1,347,782</u>	<u>3,202,429</u>	<u>6,566,185</u>
Total Assets	<u>\$ 5,088,137</u>	<u>\$ 1,347,782</u>	<u>\$ 3,202,429</u>	<u>\$ 6,566,185</u>
LIABILITIES				
Accounts Payable	\$ 346,343	\$ -	\$ -	\$ 6,668,679
Accrued Liabilities	87,690	-	-	-
Deposits Payable	17,690	-	-	-
Due to Other Funds	-	1,377,414	13,952	-
Unearned Revenue	38,420	-	10,945	-
Total Liabilities	<u>490,143</u>	<u>1,377,414</u>	<u>24,897</u>	<u>6,668,679</u>
DEFERRED INFLOWS OF RESOURCES				
Unavailable Revenue	-	-	3,202,429	-
FUND BALANCES				
Nonspendable	729,891	-	-	-
Restricted	1,633,837	-	-	-
Assigned	-	-	-	-
Unassigned	2,234,266	(29,632)	(24,897)	(102,494)
Total Fund Balances	<u>4,597,994</u>	<u>(29,632)</u>	<u>(24,897)</u>	<u>(102,494)</u>
	<u>5,088,137</u>	<u>1,347,782</u>	<u>3,202,429</u>	<u>6,566,185</u>
Total Liabilities, Deferred Inflows of Resources, and Fund Balances	<u>\$ 5,088,137</u>	<u>\$ 1,347,782</u>	<u>\$ 3,202,429</u>	<u>\$ 6,566,185</u>

See accompanying Notes to Financial Statements.

CITY OF MCFARLAND
GOVERNMENTAL FUNDS – BALANCE SHEET (CONTINUED)
JUNE 30, 2018

McFarland Improvement Authority	Other Governmental Funds	Total
\$ 20,318	\$ 1,109,286	\$ 1,130,763
4,589,319	-	4,589,319
-	3,383	113,403
-	170,303	9,369,288
-	-	-
-	-	283,298
-	-	400,521
-	315,144	2,876,672
-	-	-
-	709,906	3,912,335
-	-	446,593
<u>\$ 4,609,637</u>	<u>\$ 2,308,022</u>	<u>\$ 23,122,192</u>
\$ -	\$ 5,565	\$ 7,020,587
-	-	87,690
-	-	17,690
-	193,325	1,584,691
-	12,074	61,439
-	210,964	8,772,097
-	709,906	3,912,335
-	-	729,891
4,609,637	1,488,981	7,732,455
-	-	-
-	(101,829)	1,975,414
<u>4,609,637</u>	<u>1,387,152</u>	<u>10,437,760</u>
<u>\$ 4,609,637</u>	<u>\$ 2,308,022</u>	<u>\$ 23,122,192</u>

See accompanying Notes to Financial Statements.

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CITY OF MCFARLAND
RECONCILIATION OF GOVERNMENTAL FUNDS – BALANCE SHEET TO
GOVERNMENT-WIDE STATEMENT OF NET POSITION – GOVERNMENTAL ACTIVITIES
JUNE 30, 2018

Fund Balance - Total Governmental Funds	\$ 10,437,760
Amounts reported for governmental activities in the statement of net position are different because:	
Capital assets used in governmental activities are not financial resources and therefore, are not reported in the governmental funds balance sheet.	28,436,594
Some of the City's revenue is not available to pay for current period expenditures, and therefore, are not reported in the governmental funds balance sheets.	3,912,335
Interest on long-term debt is recognized as it accrues, regardless of when it is due.	(57,913)
Long-term liabilities are not due and payable in the current period and therefore, are not reported in the governmental funds.	
Bonds Payable (net of unamortized premium)	(5,083,380)
Loans Payable	(472,978)
Capital Leases	(98,816)
Compensated Absences	(63,871)
Net Position of Governmental Activities	<u><u>\$ 37,009,731</u></u>

See accompanying Notes to Financial Statements.

CITY OF MCFARLAND
STATEMENT OF REVENUES, EXPENDITURES, AND CHANGES IN FUND BALANCES
GOVERNMENTAL FUNDS
YEAR ENDED JUNE 30, 2018

	General Fund	TDA - LTF	CalHOME	ICE Administration
REVENUES				
Taxes	\$ 2,712,400	\$ -	\$ -	\$ -
Licenses and Permits	112,384	-	-	-
Fines and Forfeitures	71,051	-	-	-
Use of Money and Property	23,010	-	-	-
Intergovernmental Revenues	1,831,502	420,288	-	17,814,244
Charges for Services	301,385	-	-	-
Other Revenues	59,731	-	-	-
Total Revenues	5,111,463	420,288	-	17,814,244
EXPENDITURES				
Current:				
General Government	1,073,847	-	-	-
Public Safety	2,261,684	-	-	-
Public Works	637,321	-	-	-
Community Development	345,296	-	-	17,908,277
Debt Service:				
Principal	321,959	-	-	-
Interest and Fiscal Charges	9,131	-	-	-
Bond issuance costs	-	-	-	-
Capital Outlay	3,507,435	-	-	-
Total Expenditures	8,156,673	-	-	17,908,277
Excess (Deficiency) of Revenues Over (Under) Expenditures	(3,045,210)	420,288	-	(94,033)
OTHER FINANCING SOURCES (USES)				
Revenue bonds issued	-	-	-	-
Premium on revenue bonds issued	-	-	-	-
Transfers In	2,089,712	-	-	-
Transfers Out	-	(413,950)	-	-
Total Other Financing Sources (Uses)	2,089,712	(413,950)	-	-
NET CHANGE IN FUND BALANCES	(955,498)	6,338	-	(94,033)
Fund Balance - Beginning of Year, Restated	5,553,492	(35,970)	(24,897)	(8,461)
FUND BALANCES - END OF YEAR	<u>\$ 4,597,994</u>	<u>\$ (29,632)</u>	<u>\$ (24,897)</u>	<u>\$ (102,494)</u>

See accompanying Notes to Financial Statements.

CITY OF MCFARLAND
STATEMENT OF REVENUES, EXPENDITURES, AND CHANGES IN FUND BALANCES
GOVERNMENTAL FUNDS (CONTINUED)
YEAR ENDED JUNE 30, 2018

McFarland Improvement Authority	Other Governmental Funds	Total
\$ -	\$ 127,438	\$ 2,839,838
-	168,028	280,412
-	-	71,051
69,754	986	93,750
-	1,518,180	21,584,214
-	-	301,385
-	-	59,731
69,754	1,814,632	25,230,381
-	-	1,073,847
-	-	2,261,684
-	67,759	705,080
-	-	18,253,573
42,515	-	364,474
37,549	-	46,680
194,294	-	194,294
-	-	3,507,435
274,358	67,759	26,407,067
(204,604)	1,746,873	(1,176,686)
4,450,000	-	4,450,000
343,923	-	343,923
-	-	2,089,712
-	(1,644,516)	(2,058,466)
4,793,923	(1,644,516)	4,825,169
4,589,319	102,357	3,648,483
20,318	1,284,795	6,789,277
\$ 4,609,637	\$ 1,387,152	\$ 10,437,760

See accompanying Notes to Financial Statements.

CITY OF MCFARLAND
RECONCILIATION OF STATEMENT OF REVENUES, EXPENDITURES, AND
CHANGES IN FUND BALANCES – GOVERNMENTAL FUNDS TO GOVERNMENT-WIDE
STATEMENT OF ACTIVITIES – GOVERNMENTAL ACTIVITIES
YEAR ENDED JUNE 30, 2018

Net Change to Fund Balance - Total Governmental Funds	\$ 3,648,483
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Amounts reported for governmental activities in the statement of activities are different because:

Governmental funds report capital outlay as expenditures. However, in the statement of activities the cost of those assets is allocated over their estimated useful lives and reported as depreciation expense.

Expenditures for Capital Outlay	3,484,786
Less: Current Year Depreciation	(1,068,661)
Various Adjustments Affecting Capital Assets	(116,192)

Some revenues reported in the statement of activities will not be collected for several months after the County's year end and do not provide current financial resources and therefore, are not reported as revenues in the governmental funds.	(1,910)
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Debt proceeds provide current financial resources to governmental funds, but issuing debt increases long-term liabilities in the statement of net position. Repayment of principal is an expenditure in the governmental funds, but the repayment reduces long-term liabilities in the statement of net position.

Principal Payments	364,474
Issuance of Debt	(4,793,923)

Some expenses reported in the statement of activities, do not require the use of current financial resources and therefore, are not reported as expenditures in the governmental funds.

Change in Compensated Absences	(974)
Change in Accrued Interest Payable	<u>(54,559)</u>

Change in Net Position of Governmental Activities	<u>\$ 1,461,524</u>
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CITY OF MCFARLAND
STATEMENT OF NET POSITION
PROPRIETARY FUNDS
JUNE 30, 2018

	Enterprise Funds				
				Nonmajor Public Transportation	Total
ASSETS	Sewer	Refuse	Water		
Current Assets:					
Cash and Investments	\$ -	\$ 41,771	\$ 155,104	\$ -	\$ 196,875
Cash with Fiscal Agent - Restricted	455,932	-	225,493	-	681,425
Receivables:					
Accounts	137,397	136,954	128,172	-	402,523
Intergovernmental	-	15,321	-	45,584	60,905
Interest	-	-	1,816	-	1,816
Prepaid Costs	-	-	-	16	16
Inventory	-	-	5,098	-	5,098
Notes Receivable	289,457	-	-	-	289,457
Total Current Assets	882,786	194,046	515,683	45,600	1,638,115
Noncurrent Assets:					
Capital Assets:					
Nondepreciable					
Land	1,120,000	-	160,063	-	1,280,063
Construction in Progress	6,245,082	-	3,410,709	-	9,655,791
Depreciable:					
Buildings, Equipment and Infrastructure	8,561,811	309,677	8,625,183	650,876	18,147,547
Accumulated Depreciation	(4,287,965)	(266,492)	(4,802,818)	(308,753)	(9,666,028)
Total Noncurrent Assets	11,638,928	43,185	7,393,137	342,123	19,417,373
Total Assets	12,521,714	237,231	7,908,820	387,723	21,055,488
LIABILITIES					
Current Liabilities:					
Accounts Payable	76,703	98,648	76,460	5,216	257,027
Accrued Liabilities	19,702	6,506	20,088	3,364	49,660
Interest Payable	51,594	-	25,412	-	77,006
Due to Other Funds	1,238,471	-	-	53,510	1,291,981
Deposits from Others	-	-	8,285	-	8,285
Unearned Revenue	-	10,000	20,000	-	30,000
Bonds Payable	110,550	-	54,450	-	165,000
Total Current Liabilities	1,497,020	115,154	204,695	62,090	1,878,959
Noncurrent Liabilities:					
Compensated Absences	16,323	5,243	8,770	969	31,305
Bonds Payable	4,164,517	-	2,085,483	-	6,250,000
Total Noncurrent Liabilities	4,180,840	5,243	2,094,253	969	6,281,305
Total Liabilities	5,677,860	120,397	2,298,948	63,059	8,160,264
NET POSITION					
Net Investment in Capital Assets	7,819,793	43,185	5,478,697	342,123	13,683,798
Unrestricted	(975,939)	73,649	131,175	(17,459)	(788,574)
Total Net Position	\$ 6,843,854	\$ 116,834	\$ 5,609,872	\$ 324,664	\$ 12,895,224

See accompanying Notes to Financial Statements.

CITY OF MCFARLAND
STATEMENT OF REVENUES, EXPENSES, AND CHANGES IN NET POSITION
PROPRIETARY FUNDS
YEAR ENDED JUNE 30, 2018

	Enterprise Funds				
				Nonmajor Public Transportation	Total
	Sewer	Refuse	Water		
OPERATING REVENUES					
Charges for Services	\$ 1,605,028	\$ 1,297,578	\$ 1,216,735	\$ 15,037	\$ 4,134,378
Other Revenue	68,823	-	-	-	68,823
Total Operating Revenues	1,673,851	1,297,578	1,216,735	15,037	4,203,201
OPERATING EXPENSES					
Salaries and Employee Benefits	557,366	199,949	499,126	114,371	1,370,812
Services and Supplies	270,387	1,081,153	53,859	25,929	1,431,328
Utilities	164,592	-	291,749	-	456,341
Franchise Fees	177,868	-	115,230	-	293,098
Depreciation	258,193	20,044	279,660	51,344	609,241
Total Operating Expenses	1,428,406	1,301,146	1,239,624	191,644	4,160,820
OPERATING INCOME (LOSS)	245,445	(3,568)	(22,889)	(176,607)	42,381
NONOPERATING REVENUES (EXPENSES)					
Grants	-	15,321	-	193,138	208,459
Gain on Disposal of Assets	-	-	790,866	-	790,866
Interest Income	9,122	355	2,830	-	12,307
Interest Expense	(204,940)	-	(100,940)	-	(305,880)
Total Nonoperating Revenues (Expenses)	(195,818)	15,676	692,756	193,138	705,752
INCOME (LOSS) BEFORE TRANSFERS	49,627	12,108	669,867	16,531	748,133
Transfers In	-	-	-	50,254	50,254
Transfers Out	(24,033)	(21,659)	(26,625)	(9,183)	(81,500)
CHANGE NET POSITION	25,594	(9,551)	643,242	57,602	716,887
Net Position - Beginning of Year	6,818,260	126,385	4,966,630	267,062	12,178,337
NET POSITION - END OF YEAR	<u>\$ 6,843,854</u>	<u>\$ 116,834</u>	<u>\$ 5,609,872</u>	<u>\$ 324,664</u>	<u>\$ 12,895,224</u>

See accompanying Notes to Financial Statements.

**CITY OF MCFARLAND
STATEMENT OF CASH FLOWS
PROPRIETARY FUNDS
YEAR ENDED JUNE 30, 2018**

	Enterprise Funds				
				Nonmajor Public	
	Sewer	Refuse	Water	Transportation	Total
CASH FLOWS FROM OPERATING ACTIVITIES					
Receipts from Customers	\$ 1,709,551	\$ 1,289,095	\$ 1,173,786	\$ (134,700)	\$ 4,037,732
Payments to Suppliers	(697,708)	(1,109,346)	(496,906)	(115,333)	(2,419,293)
Payments to Employees	(556,334)	(198,010)	(535,049)	(27,587)	(1,316,980)
Net Cash Provided (Used) by Operating Activities	455,509	(18,261)	141,831	(277,620)	301,459
CASH FLOWS FROM NONCAPITAL FINANCING ACTIVITIES					
Grant Proceeds	-	15,321	-	193,138	208,459
Loans from Other Funds	224,836	-	-	53,510	278,346
Loan Payments to Other Funds	-	-	(1,362,939)	-	(1,362,939)
Transfers from Other Funds	-	-	-	50,254	50,254
Transfers to Other Funds	(24,033)	(21,659)	(26,625)	(9,183)	(81,500)
Net Cash Provided (Used) by Noncapital Financing Activities	200,803	(6,338)	(1,389,564)	287,719	(907,380)
CASH FLOWS FROM CAPITAL AND RELATED FINANCING ACTIVITIES					
Payments related to the Acquisition of Capital Assets	(59,388)	-	(289,175)	(177,715)	(526,278)
Insurance Proceeds from Asset Disposal	-	-	1,845,114	-	1,845,114
Principal Repayments Related to Capital Purposes	(110,550)	-	(54,450)	-	(165,000)
Interest Repayments Related to Capital Purposes	(204,940)	-	(100,940)	-	(305,880)
Net Cash Provided (Used) by Capital Related Financing Activities	(374,878)	-	1,400,549	(177,715)	847,956
CASH FLOWS FROM INVESTING ACTIVITIES					
Acquisition of Notes Receivable	(289,457)	-	-	-	(289,457)
Interest Earnings	77,945	355	2,830	-	81,130
Net Cash Provided (Used) by Investing Activities	(211,512)	355	2,830	-	(208,327)
Net Increase (Decrease) in Cash and Cash Equivalents	69,922	(24,244)	155,646	(167,616)	33,708
Cash and Cash Equivalents - Beginning of Year	454,833	66,015	224,951	167,616	913,415
CASH AND CASH EQUIVALENTS - END OF YEAR	<u>\$ 524,755</u>	<u>\$ 41,771</u>	<u>\$ 380,597</u>	<u>\$ -</u>	<u>\$ 947,123</u>
RECONCILIATION OF OPERATING INCOME (LOSS) TO NET CASH PROVIDED (USED) BY OPERATING ACTIVITIES					
Operating Income (Loss)	\$ 245,445	\$ (3,568)	\$ (22,889)	\$ (176,607)	\$ 42,381
Adjustments to Reconcile Operating Income (Loss) to Net Cash Provided by (Used for) Operating Activities:					
Depreciation	258,193	20,044	279,660	51,344	609,241
Decrease (Increase) in:					
Accounts Receivable	34,358	1,771	(71,973)	-	(35,844)
Due from Other Governments	1,342	(15,254)	739	(2,183)	(15,356)
Prepaid Costs	-	-	3,463	-	3,463
Deposits	-	-	8,285	-	8,285
Unearned Revenues	-	5,000	20,000	(147,554)	(122,554)
Increase (Decrease) in:					
Accounts Payable and Other Liabilities	(84,861)	(28,193)	(77,674)	(1,658)	(192,386)
Accrued Salaries	1,459	1,939	4,016	132	7,546
Compensated Absences	(427)	-	(1,796)	(1,094)	(3,317)
Net Cash Provided (Used) by Operating Activities	<u>\$ 455,509</u>	<u>\$ (18,261)</u>	<u>\$ 141,831</u>	<u>\$ (277,620)</u>	<u>\$ 301,459</u>

See accompanying Notes to Financial Statements.

**CITY OF MCFARLAND
STATEMENT OF NET POSITION
FIDUCIARY FUNDS
JUNE 30, 2018**

	RDA Successor Agency
ASSETS	
Cash and Investments	\$ 6,665
Taxes Receivable	-
Total Assets	<u>6,665</u>
LIABILITIES	
Unearned Revenue	7,121
Due to Other Governments	<u>80,280</u>
Total Liabilities	<u>87,401</u>
NET POSITION	
Held In Trust for Retirement of Obligations of the Former McFarland Redevelopment Agency	<u>(80,736)</u>
Total Net Position	<u><u>\$ (80,736)</u></u>

See accompanying Notes to Financial Statements.

**CITY OF MCFARLAND
STATEMENT OF CHANGES IN NET POSITION
FIDUCIARY FUNDS
YEAR ENDED JUNE 30, 2018**

	RDA Successor Agency
ADDITIONS	
Property Taxes	\$ -
Interest Earnings	-
Total Additions	<u>-</u>
DEDUCTIONS	
Enforceable Obligations	-
Administration	-
Total Deductions	<u>-</u>
CHANGE IN NET POSITION	-
Net Position - Beginning of Year	<u>(80,736)</u>
NET POSITION - END OF YEAR	<u><u>\$ (80,736)</u></u>

See accompanying Notes to Financial Statements.

CITY OF MCFARLAND
NOTES TO BASIC FINANCIAL STATEMENTS
JUNE 30, 2018

NOTE 1 SUMMARY OF SIGNIFICANT ACCOUNTING POLICIES

A. Reporting Entity

The City of McFarland, California was incorporated on July 18, 1957. The City is a full-service city and operates under a Council – City Administration form of government, providing the following services: general government; public safety; public works; and recreation and development. The City is located in Kern County approximately 25 miles north of Bakersfield, the County government seat.

The City has defined its reporting entity in accordance with accounting principles generally accepted in the United States of America which provide guidance for determining which governmental activities, organizations, and functions should be included in the reporting entity. The Basic Financial Statements present information on the activities of the reporting entity, including all the fund types of the City.

Generally accepted accounting principles require government financial statements to include the primary government and its component units. Component units of a governmental entity are legally separate entities for which the primary government is considered to be financially accountable and for which the nature and significance of their relationship with the primary government are such that exclusion would cause the combined financial statements to be misleading. The primary government is considered to be financially accountable if it appoints a majority of an organization's governing body and is able to impose its will on that organization or there is a potential for the organization to provide specific financial benefits to or impose specific financial burdens on the primary government.

Reporting for component units on the City's financial statements can be blended or discretely presented. Blended component units are, although legally separate entities, in substance part of the City's operations and, therefore, data from these units are combined with data of the primary government. Discretely presented component units, on the other hand, would be reported in a separate column in the government-wide financial statements to emphasize it is legally separate from the government.

Blended Component Units

Parking Authority – The McFarland Parking Authority of the City of McFarland (the "Parking Authority") was formed by the City on April 12, 2012, by Resolution No. 2012-069, under Part 2 of Division 18 of the California Streets and Highways Code, Section 32650. The Parking Authority's legislative body is the City Council as Board of Directors of the Parking Authority. The fundamental aim of the Parking Authority is to purchase property and construct a public parking lot on that property. Separate financial statements are not available for the Authority.

CITY OF MCFARLAND
NOTES TO BASIC FINANCIAL STATEMENTS
JUNE 30, 2018

Improvement Authority – On April 12, 2012, under Resolution No., 2012-070, the Parking Authority and the City entered into a Joint Exercise of Powers Agreement to create the McFarland Improvement Authority (the “improvement Authority”). The Improvement Authority’s legislative body is the City Council as Commissioners of the Improvement Authority. The fundamental aim of the Improvement Authority is to provide for the financing of capital improvements and working capital. The Improvement Authority issued bonds for the purpose of funding the purchase of land for and construction of a public parking facility. The Improvement Authority then leased the property to the City. The rent proceeds will be used by the Improvement Authority to service bond debt and maintain the parking facility. Separate financial statements are not available for the Authority.

McFarland Public Financing Corporation – On July 31, 2001, the City and the Successor Agency to the Former McFarland Redevelopment Agency entered into a Joint Exercise of Powers Agreement establishing the McFarland Public Financing Corporation (the “Corporation”) for the purpose of issuing its bonds to be used to provide financial assistance to the City, the Agency or any other public entity of the State of California. The City Council of McFarland is the governing body for the Corporation. The funds of the component unit are reported in the Special Revenues Funds and the Agency Fund. Separate financial statements are not available for the Corporation.

Discretely Presented Component Units

There are no component units of the City which meet the criteria for discrete presentation.

B. Basis of Presentation

Government-Wide Financial Statements

The statement of net position and statement of activities display information on all of the nonfiduciary activities of the City and its blended component units. These statements include the financial activities of the overall government, except fiduciary activities. Eliminations have been made to minimize the double counting of internal activities. Interfund services provided and used are not eliminated in the process of consolidation. These statements distinguish between the governmental and business-type activities of the City. Governmental activities, which are normally supported by taxes and intergovernmental revenues, are reported separately from business-type activities, which rely to a significant extent on fees charged to external parties.

The statement of activities presents a comparison between direct expenses and program revenues for each different identifiable activity of the City’s business-type activities and each function of the City’s governmental activities. Direct expenses are those that are specifically associated with a program or function and; therefore, are clearly identifiable to a particular function. Certain indirect costs, which cannot be identified and broken down are included in the program expense reported for individual functions and activities. Program revenues include 1) charges paid by the recipients of goods and services offered by the program, 2) operating grants and contributions and 3) capital grants and contributions. Taxes and other items not properly included among program revenues are presented instead as general revenues.

CITY OF MCFARLAND
NOTES TO BASIC FINANCIAL STATEMENTS
JUNE 30, 2018

Fund Financial Statements

The fund financial statements provide information about the City's funds, including fiduciary funds and blended component units. Funds are organized into three major categories: governmental, proprietary, and fiduciary. The emphasis is placed on major funds within the governmental and proprietary categories, each is displayed in a separate column. All remaining governmental and enterprise funds are separately aggregated and reported as nonmajor funds.

The City reports the following major governmental funds:

- The General Fund is used to account for all revenues and expenditures necessary to carry out basic governmental activities of the City that are not accounted for through other funds. For the City, the General fund includes such activities as general government, public safety, public works, and recreation and development.
- The TDA-LTF Fund is used to account for the City's share of the Transportation Development Allocation which is legally restricted for specific purposes, primarily street construction and maintenance and related street expenses. This fund also accounts for other State and Federal grant revenues related to street maintenance or construction.
- The CalHOME Fund is used to account for a CalHome Homeownership Project Development Program award.
- The ICE Administration Fund is used to account for ICE funds received.
- The McFarland Improvement Authority Fund is used to account for the activities of the McFarland Parking Authority and the McFarland Improvement Authority.

The City reports the following major proprietary funds:

- The Sewer Fund is used to account for the provisions of sewer service to the residents of the City. All activities necessary to provide such service are accounted for in this fund.
- The Refuse Fund is used to account for the collection and disposal of refuse within the City. All activities necessary to provide such service are accounted for in this fund.
- The Water Fund is used to account for the provisions of water service to residents of the City. All activities necessary to provide such service are accounted for in this fund.

The City reports the following additional fund types:

- The RDA Successor Agency Private Purpose Trust Fund is a fiduciary fund used to account for monies received from the Kern County Auditor Controller for the repayment of the enforceable obligations of the former McFarland Redevelopment Agency. These funds are restricted for the sole purpose of payment of items on an approved Recognized Payment Obligation Schedule (ROPS).

CITY OF MCFARLAND
NOTES TO BASIC FINANCIAL STATEMENTS
JUNE 30, 2018

C. Basis of Accounting and Measurement Focus

The government-wide and proprietary fund financial statements are reported using the economic resources measurement focus and the accrual basis of accounting. Revenues are recorded when earned and expenses are recorded at the time liabilities are incurred, regardless of when the related cash flows take place. Nonexchange transactions, in which the City gives (or receives) value without directly receiving (or giving) equal value in exchange, include property and sales tax, grants, entitlements, and donations. Under the accrual basis, revenue from property taxes is recognized in the fiscal year for which the taxes are levied. Revenues from sales tax are recognized when the underlying transactions take place. Revenues from grants, entitlements, and donations are recognized in the fiscal year in which all eligibility requirements have been satisfied.

Governmental funds are reported using the current financial resources measurement focus and the modified accrual basis of accounting. Under this method, revenues are recognized when measurable and available. Property and sales taxes, interest, certain state and federal grants and charges for services are considered susceptible to accrual and are accrued when their receipt occurs within 365 days after the end of the fiscal year. Expenditures are generally recorded when a liability is incurred, as under accrual accounting. However, debt service expenditures as well as expenditures related to claims and judgments are recorded only when payment is due. General capital assets acquisitions are reported as expenditures in the various functions of the governmental funds. Proceeds of governmental long-term debt and acquisitions under capital leases are reported as other financing sources.

Proprietary funds distinguish operating revenues and expenses from nonoperating items. Operating revenues and expenses generally result from providing services and producing and delivering goods in connection with a proprietary fund's principal ongoing operations. The principal operating revenues of the enterprise funds are charges to customers for sales and services. Operating expenses for enterprise funds include the cost of sales and services, administrative expenses, and depreciation of capital assets. All revenues and expenses not meeting this definition are reported as nonoperating revenues and expenses.

Fiduciary funds include investment trust funds and agency funds. All trust funds are reported using the economic resources measurement focus and the accrual basis of accounting.

D. Cash and Investments

The City pools cash resources from all funds in order to facilitate the management of cash. The balance in the pooled cash account is available to meet current operating requirements. Cash in excess of current requirements is invested in various interest-bearing accounts and other investments for varying terms.

In accordance with GASB Statement No. 40, *Deposit and Investment Disclosures (Amendment of GASB Statement No. 3)*, certain disclosure requirements for deposits and investment risks were made in the following areas: Interest Rate Risk, Credit Risk, Custodial Credit Risk, and Concentrations of Credit Risk.

CITY OF MCFARLAND
NOTES TO BASIC FINANCIAL STATEMENTS
JUNE 30, 2018

In addition, other disclosures are specified including use of certain methods to present deposits and investments, highly sensitive investments, credit quality at year-end, and other disclosures.

The City has implemented GASB Statement No. 31, *Accounting and Financial Reporting for Certain Investments and for External Investment Pools*. Highly liquid market investments with maturities of one year or less at time of purchase are stated at amortized cost. All other investments are stated at fair value. Market value is used as fair value for those securities for which market quotations are not readily available. Interest earned on investments is allocated using the Local Agency Fund (LAIF) factor to selected funds by the City.

The City participates in an investment pool LAIF, which has invested a portion of the pooled funds in Structured Notes and Asset-Backed Securities. LAIF's investments are subject to credit risk with the full faith and credit of the state of California collateralizing these investments. In addition, these Structured Notes and Asset-Backed Securities are subject to market risk as to changes in interest rates.

Cash equivalents are considered amounts in demand deposits and short-term investments with a maturity date within three months of the date acquired by the City and are presented as "Cash and Investments" in the accompanying basic financial statements.

E. Receivables

Receivables for governmental activities consist mainly of accounts, intergovernmental, and interest. Receivables for business-type activities consist mainly of user fees, intergovernmental, and interest earnings. Management believes its receivables are fully collectible and, accordingly, no allowance for doubtful accounts is required.

F. Other Assets

Prepaid Costs

Payments made for services that will benefit future accounting periods are recorded as prepaid costs in both government-wide and fund financial statements. The cost of prepaid items is recorded as expenditures/expenses when consumed rather than when purchased. Prepaid costs do not reflect current appropriable resources and thus, an equivalent portion of fund balance is reported as nonspendable.

Inventory

Inventory recorded by proprietary funds include supplies for the Water fund. Inventories are recorded as expenses at the time the inventory is consumed.

G. Loans Receivable

Loans receivable represent low interest notes and related accrued interest to finance multi-family and single family construction and rehabilitation projects, homebuyer assistance for low income families, as well as business start-up costs. Loan terms are 15 to 55 years with an interest rate at 0% to 5%. The primary source of funding for these loans comes from grants from the Community Development Block Grant (CDBG)

CITY OF MCFARLAND
NOTES TO BASIC FINANCIAL STATEMENTS
JUNE 30, 2018

program and Home Investment Partnerships (HOME) program. The CDBG and HOME grants contain monitoring requirements to ensure grant compliance. These requirements are reflected in the loan agreements.

H. Capital Assets

Capital assets, which include property, plant, equipment and infrastructure assets (e.g., roads, traffic signals, drainage systems and similar items), are reported in the applicable governmental or business-type activities column in the government-wide financial statements. Capital assets are defined by the City as assets with an initial cost of more than \$1,000 (\$25,000 for infrastructure) and an estimated life in excess of one year. Such assets are recorded at historical cost or estimated historical cost if purchased or constructed. Donated capital assets are recorded at the estimated acquisition value at the date of donation.

The cost of normal maintenance and repairs that do not add to the value of the asset or materially extend asset lives are not capitalized. Upon sale or retirement of capital assets, the cost and related accumulated depreciation are removed from the respective accounts and any resulting gain or loss is included in the results of operations.

Capital assets used in operations are depreciated or amortized using the straight line method over the assets estimated useful life in the government-wide financial statements. The range of estimated useful lives by type of asset is as follows:

<u>Depreciable Asset</u>	<u>Estimated Lives</u>
Buildings	15 to 40 Years
Improvements Other Than Buildings	15 to 40 Years
Machinery and Equipment	5 to 20 Years
Infrastructure	20 to 50 Years

I. Property Tax

Secured property taxes are levied during September of each year for the fiscal year beginning with the preceding July 1 and ending the following June 30. They become a lien on real property on January 1 preceding the fiscal year for which taxes are levied. The Kern County Assessor establishes the value of the property on January 1. Taxes are payable in two installments on November 1 and February 1, and are delinquent if not paid by December 10 and April 10, respectively. In 1978, a state constitutional amendment (Proposition 13) provided that the tax rate be limited to 1% of market value, levied only by the County and shared with all other jurisdictions. Such limitation on the rate may only be increased through voter approval. The County collects property taxes and distributes them to taxing jurisdictions on the basis of the taxing jurisdiction's assessed valuations and on the tax rate for voter-approved debt.

CITY OF MCFARLAND
NOTES TO BASIC FINANCIAL STATEMENTS
JUNE 30, 2018

J. Interfund Transactions

Interfund transactions are reflected as either loans, services provided or used, reimbursements or transfers.

Loans reported as receivables and payables are referred to as either “due to/from other funds” (i.e., the current portion of interfund loans) or “advances to/from other funds” (i.e., the noncurrent portion of interfund loans) as appropriate and are subject to elimination upon consolidation. Any residual balances outstanding between the governmental activities and the business-type activities are reported in the government-wide financial statements as “internal balances”. Advances between funds, as reported in the fund financial statements, are offset by a nonspendable fund balance account in applicable governmental funds to indicate that they are not in spendable form.

Services provided or used, deemed to be at market or near market rates, are treated as revenues and expenditures or expenses. These services provide information on the net cost of each government function and therefore are not eliminated in the process of preparing the government-wide statement of activities.

Reimbursements occur when the funds responsible for particular expenditures or expenses repay the funds that initially paid for them. Such reimbursements are reflected as expenditures or expenses in the reimbursing fund and reductions to expenditures or expenses in the reimbursed fund.

All other interfund transactions are treated as transfers. Transfers between funds are netted as part of the reconciliation to the government-wide presentation.

K. Unearned Revenue

Under the accrual and modified accrual basis of accounting, revenue may be recognized only when it is earned. When assets are recognized in connection with a transaction before the earnings process is complete, those assets are offset by a corresponding liability for unearned revenue.

L. Compensated Absences

It is the City’s policy to permit employees to accumulate earned but unused vacation and sick pay benefits up to certain limits. For governmental funds, compensated absences are recorded as current and noncurrent liabilities only on the government-wide financial statements. For proprietary funds, current and noncurrent liabilities for compensated absences are recorded in both the government wide financial statements and the fund financial statements. There is no liability for unpaid sick leave since the City does not pay such amounts when employees separate from service with the City.

CITY OF MCFARLAND
NOTES TO BASIC FINANCIAL STATEMENTS
JUNE 30, 2018

M. Long-Term Obligations

In the government-wide financial statements and in the proprietary fund financial statements, bond premiums and discounts are deferred and amortized over the life of the bonds using the effective interest method. Bonds payable are reported net of the applicable bond premium or discount. Bond issuance costs are expensed when bonds are issued.

In governmental fund financial statements, bond premiums and discounts, as well as debt issuance costs are recognized in the current period. The face amount of debt issued is reported as other financing sources. Premiums received on debt issuance are also reported as other financing sources. Issuance costs, whether or not withheld from the actual debt proceeds, are reported as debt service expenditures.

N. Net Position

The government-wide and business-type activities fund financial statements utilize a net position presentation. Net position is categorized as follows:

- **Net Invested In Capital Assets** – This category groups all capital assets, including infrastructure, into one component of net position. Accumulated depreciation and the outstanding balances of debt that are attributable to the acquisition, construction or improvement of these assets reduce the balance in this category.
- **Restricted Net Position** – This category presents external restrictions imposed by creditors, grantors, contributors or laws or regulations of other governments and restrictions imposed by law through constitutional provisions or enabling legislation.
- **Unrestricted Net Position** – This category represents net position of the City, not restricted for any project or other purpose.

When both restricted and unrestricted net position are available for use, it is the City's policy to use restricted net position first, and then unrestricted net position as they are needed.

O. Fund Balance

Fund balances of the governmental funds are presented in the financial statements based on classifications that comprise a hierarchy that is based primarily on the extent to which the City is bound to honor constraints on the specific purposes for which amounts in the respective governmental funds can be spent. Fund balances are classified as follows:

- **Nonspendable** – Amounts that cannot be spent either because they are not in a spendable form or because they are legally or contractually required to be maintained intact.
- **Restricted** – Amounts restricted by external sources (creditors, laws of other governments, etc.) or by constitutional provision or enabling legislation.
- **Committed** – Amounts that are obligated to a specific purpose which are internally imposed by the government through formal action (Ordinances and Resolutions) at

CITY OF MCFARLAND
NOTES TO BASIC FINANCIAL STATEMENTS
JUNE 30, 2018

the highest level of decision making authority (City Council). These commitments can only be overturned by a like action.

- **Assigned** – Amounts that are intended to be used for specific purposes that are considered neither restricted nor committed. Undesignated excess Fund Balances may be assigned by the City Council, City Manager, or Finance Director for specific purposes through the budget process or agenda items. The assigned designation may be reversed by the City Council at any public meeting.
- **Unassigned** – Residual positive fund balances within the General Fund, which have not been classified within the other above mentioned categories. Unassigned Fund Balances may also include negative balances for any governmental fund if expenditures exceed amounts restricted, committed, or assigned for those specific purposes.

When expenditures are incurred for purposes for which all restricted, committed, assigned, and unassigned fund balances are available, the City's policy is to apply in the following order, except for instances wherein an ordinance specifies the fund balance to be charged: Restricted, Committed, Assigned, and Unassigned.

The City does not have a formal minimum fund balance requirement.

P. Estimates

The preparation of basic financial statements in conformity with accounting principles generally accepted in the United States of America requires management to make estimates and assumptions that affect certain reported amounts and disclosures. Accordingly, actual results could differ from those estimates.

CITY OF MCFARLAND
NOTES TO BASIC FINANCIAL STATEMENTS
JUNE 30, 2018

NOTE 2 CASH AND INVESTMENTS

The City maintains a cash and investment pool for all funds. Certain restricted funds, which are held and invested by independent outside custodians through contractual agreements are not pooled.

Statement of Net Position:

Cash and Investments	\$ 1,327,638
Cash and Investments with Fiscal Agents	5,270,744

Statement of Fiduciary Net Position:

Cash and Investments	6,665
Total	\$ 6,605,047

Cash and investments as of June 30, 2018 consist of the following:

Deposits with Financial Institutions	\$ 992,819
Cash on Hand	3,000
Investments	5,609,228
Total	\$ 6,605,047

Deposits

At year end, the carrying amount of the City's cash deposits (including amounts in checking accounts and money market accounts) was \$6,160,163 and the bank balance was \$7,008,684. The difference between the bank balance and the carrying amount represents outstanding warrants and wire transfers and deposits in transit. In addition, the County had cash on hand of \$3,000.

Custodial credit risk – In the case of deposits, this is the risk that in the event of a bank failure, the City's deposits may not be returned to it. The City has no deposit policy for custodial credit risk.

The California Government Code requires that a financial institution secure deposits made by state or local governmental units by pledging securities in an undivided collateral pool held by a depository regulated under state law (unless so waived by the governmental unit). The market value of the pledged securities in the collateral pool must equal at least 110% of the total amount deposited by the public agencies. California law also allows financial institutions to secure public agency deposits by pledging first trust deed mortgage notes having a value of 150% of the secured public deposits. As of June 30, 2017, all of the City's deposits with financial institutions in excess of federal depository insurance limits were held in fully collateralized accounts, as permitted by the California Government Code.

Under Government Code Section 53655, the placement of securities by a bank or savings and loan association with an Agent of Depository has the effect of perfecting the security interest in the name of the local governmental agency. Accordingly, all collateral held by

CITY OF MCFARLAND
NOTES TO BASIC FINANCIAL STATEMENTS
JUNE 30, 2018

California Agents of Depository is considered to be held for, and in the name of, the local governmental agency.

Investments

The City had the following investments at June 30, 2018:

Investment Type	Fair Value	Maturity Date
State Treasurer's Investment Pool (LAIF)	\$ 338,484	N/A
Local Government Revenue Bonds	-	3 Years
Held by Trustees:		
Cash and Short-term Investments	5,270,744	N/A
Total Investments	<u>\$ 5,609,228</u>	

Interest rate risk – The City's exposure to interest rate risk is identified by the above weighted average maturities. The City has no investment policy for interest rate risk.

Credit rating risk – The City is required to disclose the credit quality ratings of investments in debt securities as issued by nationally recognized statistical rating organizations (NRSROs). At June 30, 2017, the Credit ratings for the money market funds, government bonds, and investment in LAIF was unavailable. The City has no investment policy for credit risk.

Concentration of credit risk – The City is required to disclose any investment in any one issuer that represents 5% or more of total investments. Investments issued or explicitly guaranteed by the U.S. government and investments in mutual funds, external investment pools, and other pooled investments are excluded from this requirement. As such, the City has no concentration of credit risk that exceeds 5%. The City has no investment policy for concentration of credit risk.

Custodial credit risk – For an investment, this is the risk that, in the event of the failure of the counterparty, the City will not be able to recover the value of its investments or collateral securities that are in the possession of an outside party. With respect to investments, custodial credit risk generally applies only to direct investments in marketable securities. Custodial credit risk does not apply to a local government's indirect investment in securities through the use of mutual funds or government investment pools (such as LAIF). The City has no investment policy for custodial credit risk.

CITY OF MCFARLAND
NOTES TO BASIC FINANCIAL STATEMENTS
JUNE 30, 2018

The table below identifies the investment types that are authorized for the City of McFarland by the California Government Code (or the City's investment policy, where more restrictive). The table also identifies certain provisions of the California Government Code (or the City's investment policy, where more restrictive) that addresses investments of debt proceeds held by bond trustee that are governed by the provisions of debt agreements of the City, rather than the general provisions of the California Government code or the City's investment policy.

Authorized Investment Type	Maximum Maturity	Maximum Percentage of Portfolio	Minimum Quality Requirements
Local Agency Bonds	5 Years	None	None
U.S. Treasury Obligations	5 Years	None	None
State Obligations	5 Years	None	None
CA Local Agency Obligations	5 Years	None	None
U.S. Agency Obligations	5 Years	None	None
Bankers Acceptance	180 Days	40%	None
Commercial Paper - Select Agencies	270 Days	25%	A-1
Commercial Paper - Other Agencies	270 Days	40%	A-1
Negotiable Certificates of Deposit	5 Years	30%	None
CD Placement Service	5 Years	30%	None
Repurchase Agreements	1 Year	None	None
Reverse Repurchase Agreements	92 Days	20%	None
Medium-Term Notes	5 Years	30%	A
Mutual and Money Market Funds	N/A	20%	Multiple
Collateralized Bank Deposits	5 Years	None	None
Mortgage Pass-Through Securities	5 Years	20%	AA
Bank/Time Deposits	5 Years	None	None
County Pooled Investment Funds	N/A	None	None
Joint Powers Authority Pool	N/A	None	Multiple
Local Agency Investment Fund (LAIF)	N/A	None	None

Fair Value of Investments

The City measures and records its investments using fair value measurement guidelines established by generally accepted accounting principles. These guidelines recognize a three-tiered fair value hierarchy, as follows:

- Level 1: Quoted prices for identical investments in active markets;
- Level 2: Observable inputs other than quoted market prices, and
- Level 3: Unobservable inputs

The City's position in external investment pools is, in its self, regarded as a type of investment and looking through to the underlying investments of the pool is not appropriate. Therefore, the City's investment in external investment pools is not recognized in the three-tiered fair value hierarchy described above.

CITY OF MCFARLAND
NOTES TO BASIC FINANCIAL STATEMENTS
JUNE 30, 2018

Investment in External Investment Pools

The City maintains an investment in the State of California Local Agency Investment Fund (LAIF), managed by the State Treasurer. This fund is not registered with the Securities and Exchange Commission as an investment company, but is required to invest according to California State Code. The Local Investment Advisory Board (Board) has oversight responsibility for LAIF. The Board consists of five members as designated by State Statute. At June 30, 2018, the County's investment in LAIF valued at amortized cost was \$338,484 and is the same as the value of the pool shares. There are no restrictions on withdrawal of funds. The total amount invested by all public agencies in LAIF on that day was \$88.82 billion. Of that amount, 97.33% is invested in non-derivative financial products and 2.67% in structured notes and asset-backed securities.

Restricted Investments with Fiscal Agents

Cash and investments at June 30, 2018 that are restricted by legal or contractual requirements are comprised of the following:

Governmental Activities:

McFarland Improvement Authority

Debt Service Reserves	<u>\$ 4,589,319</u>
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Business-type Activities:

Sewer Fund:

Debt Service Reserves	455,932
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Water Fund:

Debt Service Reserves	225,493
	<u>681,425</u>

Total Restricted Cash and Investments	<u><u>\$ 5,270,744</u></u>
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CITY OF MCFARLAND
NOTES TO BASIC FINANCIAL STATEMENTS
JUNE 30, 2018

NOTE 3 CAPITAL ASSETS

Capital assets activity for the year ended June 30, 2018 was as follows:

	Balance July 01, 2017	Additions	Retirements	Transfers/ Adjustments	Balance June 30, 2018
Governmental Activities					
Capital Assets, Not Being Depreciated:					
Land	\$ 493,248	\$ 499,928	\$ -	\$ -	\$ 993,176
Construction In Progress	6,592,716	2,242,057	-	(567,137)	8,267,636
Total Capital Assets, Not Being Depreciated	7,085,964	2,741,985	-	(567,137)	9,260,812
Capital Assets, Being Depreciated:					
Infrastructure	21,747,937	687,129	-	656,274	23,091,340
Machinery and Equipment	1,576,744	31,351	-	(231,917)	1,376,178
Vehicles	749,210	24,321	-	26,759	800,290
Total Capital Assets, Being Depreciated	24,073,891	742,801	-	451,116	25,267,808
Less Accumulated Depreciation for:					
Infrastructure	(3,938,867)	(773,577)	-	77,957	(4,634,487)
Machinery and Equipment	(1,076,673)	(145,262)	-	357,462	(864,473)
Vehicles	(7,654)	(149,822)	-	(435,590)	(593,066)
Total Accumulated Depreciation	(5,023,194)	(1,068,661)	-	(171)	(6,092,026)
Total Capital Assets, Being Depreciated, Net	19,050,697	(325,860)	-	450,945	19,175,782
Governmental Activities Capital Assets, Net	\$ 26,136,661	\$ 2,416,125	\$ -	\$ (116,192)	\$ 28,436,594
	Balance July 01, 2017	Additions	Retirements	Transfers/ Adjustments	Balance June 30, 2018
Business-Type Activities					
Capital Assets, Not Being Depreciated:					
Land	\$ 1,280,063	\$ -	\$ -	\$ -	\$ 1,280,063
Construction In Progress	9,442,151	213,640	-	-	9,655,791
Total Capital Assets, Not Being Depreciated	10,722,214	213,640	-	-	10,935,854
Capital Assets, Being Depreciated:					
Infrastructure	562,683	-	-	(3,322)	559,361
Buildings and Improvements	6,151,231	253,250	(1,579,495)	3,322	4,828,308
Machinery and Other	11,810,211	59,388	-	(95,317)	11,774,282
Vehicles	890,279	-	-	95,317	985,596
Total Capital Assets, Being Depreciated	19,414,404	312,638	(1,579,495)	-	18,147,547
Less Accumulated Depreciation for:					
Infrastructure	(182,622)	(13,984)	-	830	(195,776)
Buildings and Improvements	(2,310,473)	(190,687)	525,247	(830)	(1,976,743)
Machinery and Other	(6,676,210)	(338,925)	-	209,530	(6,805,605)
Vehicles	(412,729)	(65,645)	-	(209,530)	(687,904)
Total Accumulated Depreciation	(9,582,034)	(609,241)	525,247	-	(9,666,028)
Total Capital Assets, Being Depreciated, Net	9,832,370	(296,603)	(1,054,248)	-	8,481,519
Business-Type Activities Capital Assets, Net	\$ 20,554,584	\$ (82,963)	\$ (1,054,248)	\$ -	\$ 19,417,373

CITY OF MCFARLAND
NOTES TO BASIC FINANCIAL STATEMENTS
JUNE 30, 2018

Depreciation

Depreciation expense was charged to governmental functions as follows at June 30, 2018:

General Government	\$ 155,211
Public Safety	99,290
Public Works	755,717
Community Development	58,443
Total Depreciation Expense - Governmental Functions	<u>\$ 1,068,661</u>

Depreciation expense was charged to business-type functions as follows at June 30, 2018:

Solid Waste	\$ 258,193
Refuse	20,044
Water	279,660
Public Transit	51,344
Total Depreciation Expense - Business Type Functions	<u>\$ 609,241</u>

NOTE 4 INTERFUND TRANSACTIONS

Due To/From Other Funds

During the course of operations, transactions occur between funds to account for goods received or services rendered. These receivables and payables are classified as due from or due to other funds. In addition, when funds overdraw their share of pooled cash, the receivables and payables are also classified as due from or due to other funds. The following are due from and due to balances as of June 30, 2018:

	Due From Other Funds	Due To Other Funds
General Fund	\$ 2,561,528	\$ -
TDA - LTF	-	1,377,414
CalHOME	-	13,952
Sewer	-	1,238,471
Nonmajor Governmental Funds	315,144	193,325
Nonmajor Enterprise Funds	-	53,510
Total	<u>\$ 2,876,672</u>	<u>\$ 2,876,672</u>

CITY OF MCFARLAND
NOTES TO BASIC FINANCIAL STATEMENTS
JUNE 30, 2018

Transfers

Transfers are indicative of funding for capital projects, lease payments or debt service and reallocations of special revenues. The following are the interfund transfer balances as of June 30, 2018:

	Transfer In	Transfer Out
General Fund	\$ 2,089,712	\$ -
TDA - LTF	-	413,950
Sewer	-	24,033
Refuse	-	21,659
Water	-	26,625
Nonmajor Governmental Funds	-	1,644,516
Nonmajor Enterprise Funds	50,254	9,183
Total	<u>\$ 2,139,966</u>	<u>\$ 2,139,966</u>

NOTE 5 UNEARNED/UNAVAILABLE REVENUE

Unearned revenue consists of moneys received where the City has not yet incurred the qualifying expenditures.

Deferred inflows of resources represents an acquisition of net position or fund balance that applies to future periods and so will not be recognized as an inflow of resources (revenue) until that time. The City has one transaction type that qualifies for reporting under this category: unavailable revenue. Unavailable revenue is only reported in the governmental funds balance sheet under the modified accrual basis of accounting.

At June 30, 2018, components of unearned and unavailable revenues were as follows:

	Unearned Revenue	Unavailable Revenue	Total
General Fund:			
Grant Revenue	\$ 38,420	\$ -	\$ 38,420
CalHOME:			
Grant Revenue and Loans	10,945	3,202,429	3,213,374
Nonmajor Governmental Funds:			
Grant Revenue and Loans	12,074	709,906	721,980
Total Unearned/Unavailable Revenue	<u>\$ 61,439</u>	<u>\$ 3,912,335</u>	<u>\$ 3,973,774</u>
Refuse:			
Grant Revenue	\$ 10,000		
Water:			
Grant Revenue	20,000		
	<u>\$ 30,000</u>		

CITY OF MCFARLAND
NOTES TO BASIC FINANCIAL STATEMENTS
JUNE 30, 2018

NOTE 6 LONG-TERM LIABILITIES

The following is a summary of changes in long-term liabilities for the year ended June 30, 2018:

Type of Indebtedness	Balance July 1, 2017	Additions	Retirements	Balance June 30, 2018	Amounts Due Within One Year
Governmental Activities					
Revenue Bonds	\$ 331,972	\$ 4,450,000	\$ (42,515)	\$ 4,739,457	\$ 43,041
Unamortized Premiums on Bonds	-	343,923	-	343,923	-
Notes Payable	697,040	-	(224,062)	472,978	232,247
Capital Leases	196,713	-	(97,897)	98,816	52,654
Compensated Absences	62,897	974	-	63,871	-
Total Governmental Activities	<u>\$ 1,288,622</u>	<u>\$ 4,794,897</u>	<u>\$ (364,474)</u>	<u>\$ 5,719,045</u>	<u>\$ 327,942</u>
Business-Type Activities					
Revenue Bonds	\$ 6,580,000	\$ -	\$ (165,000)	\$ 6,415,000	\$ 165,000
Compensated Absences	33,913	-	(2,608)	31,305	-
Total Business-Type Activities	<u>\$ 6,613,913</u>	<u>\$ -</u>	<u>\$ (167,608)</u>	<u>\$ 6,446,305</u>	<u>\$ 165,000</u>

The capital lease liability is liquidated by lease payments made by the departments leasing the equipment. Compensated absences for the governmental activities are generally liquidated by the fund where the accrued liability occurred.

CITY OF MCFARLAND
NOTES TO BASIC FINANCIAL STATEMENTS
JUNE 30, 2018

Individual issues of debt payable outstanding at June 30, 2018 are as follows:

Governmental Activities

Revenue Bonds:

Series 2014 Lease Revenue Bonds dated June 30, 2014 in the original amount of \$436,900 at 1.233% interest; principal and interest payable each March 2 and September 2 until September 2, 2024 maturity. Bonds issued by the McFarland Improvement Authority and purchased by the Sewer Enterprise fund of the City are secured and payable solely by lease revenues.

	\$ 289,457
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Series 2017 Lease Revenue Bonds dated December 1, 2017 in the original amount of \$4,450,000 at 3-4% interest; principal and interest payable each March 1 and September 1 until September 2, 2047 maturity. Bonds issued by the McFarland Improvement Authority.

	<u>4,450,000</u>
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Total Revenue Bonds	4,739,457
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Notes Payable:

Settlement agreement payable to the County of Kern dated November 17, 2009, in the amount of \$2,059,303; principal and interest at 3.62% due each July 1 and December 1 through 2019.

	472,978
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Capital Leases:

Lease/Purchase obligation payable to Government Leasing LLC dated May 15, 2015, in the amount of \$249,257; monthly payments of \$4,733 including interest at 5.5% payable through 2020. Secured by street sweeper.

	<u>98,816</u>
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Total Governmental Activities	<u>\$ 5,311,251</u>
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Business-type Activities

Revenue Bonds:

Revenue Bonds dated September 21, 2010, in the original amount of \$7,500,000 at .65% to 5% interest; payable semi-annually commencing April 1, 2011. Principal is due annually commencing October 1, 2011, with final payment due October 1, 2040. Secured by a pledge of water and wastewater net revenues.

	<u><u>\$ 6,415,000</u></u>
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CITY OF MCFARLAND
NOTES TO BASIC FINANCIAL STATEMENTS
JUNE 30, 2018

The following are schedules of debt service requirements as of June 30, 2019:

Year Ending June 30	Governmental Activities			
	Revenue Bonds		Note Payable	
	Principal	Interest	Principal	Interest
2019	\$ 43,041	173,737	\$ 232,247	\$ 15,039
2020	43,573	173,205	240,731	6,555
2021	144,112	172,666		
2022	149,657	169,121		
2023	150,209	165,419		
2024 - 2028	653,865	771,802		
2029 - 2033	700,000	657,000		
2034 - 2038	845,000	506,400		
2039 - 2043	1,030,000	322,600		
2044 - 2047	980,000	100,000		
Total	<u>\$ 4,739,457</u>	<u>\$ 3,211,950</u>	<u>\$ 472,978</u>	<u>\$ 21,594</u>

Year Ending June 30	Business-type Activities	
	Revenue Bonds	
	Principal	Interest
2019	\$ 165,000	\$ 301,384
2020	170,000	296,440
2021	180,000	290,833
2022	185,000	284,534
2023	190,000	277,213
2024 - 2028	1,090,000	1,246,638
2029 - 2033	1,380,000	943,250
2034 - 2038	1,765,000	551,875
2039 - 2043	1,290,000	98,750
Total	<u>\$ 6,415,000</u>	<u>\$ 4,290,915</u>

Pledged Revenues

The City has pledged certain sewer and water revenues for the repayment of long-term debt obligations.

NOTE 7 LEASES

Capital Leases

The City has entered into certain capital lease agreements under which the related equipment will become the property of the City when all terms of the lease agreements are met.

CITY OF MCFARLAND
NOTES TO BASIC FINANCIAL STATEMENTS
JUNE 30, 2018

	Stated Interest Rate	Present Value of Remaining Payments at June 30, 2018
Governmental Activities	5.50%	<u>\$ 98,816</u>

Structures, improvements, equipment, and related accumulated depreciation under capital lease are as follows at June 30, 2018:

	Governmental Activities
Equipment	\$ 249,257
Less: Accumulated Depreciation	(149,554)
Net Value	<u>\$ 99,703</u>

As of June 30, 2018, capital lease annual amortization is as follows:

Year Ending June 30	Governmental Activities
2019	\$ 56,797
2020	47,341
Total Requirements	104,138
Less: Interest	(5,322)
Present Value of Remaining Payments	<u>\$ 98,816</u>

NOTE 8 FUND BALANCES

As prescribed by GASB Statement No. 54, governmental funds report fund balance in classifications based primarily on the extent to which the City is bound to honor constraints on the specific purposes for which amounts in the funds can be spent.

The fund balances for all major and nonmajor governmental funds as of June 30, 2018 were distributed as follows:

	General	TDA - LTF	CalHOME	ICE Administration	McFarland Improvement Authority	Other Governmental Funds	Total
Nonspendable:							
Prepaid Costs	\$ 283,298	\$ -	\$ -	\$ -	\$ -	\$ -	\$ 283,298
Land Held for Resale	446,593	-	-	-	-	-	446,593
Subtotal	<u>729,891</u>	<u>-</u>	<u>-</u>	<u>-</u>	<u>-</u>	<u>-</u>	<u>729,891</u>
Restricted for:							
Streets and Transportation	-	-	-	-	-	247,466	247,466
Impact Fees	-	-	-	-	-	1,241,515	1,241,515
Capital Projects	1,633,837	-	-	-	4,609,637	-	6,243,474
Subtotal	<u>1,633,837</u>	<u>-</u>	<u>-</u>	<u>-</u>	<u>4,609,637</u>	<u>1,488,981</u>	<u>7,732,455</u>
Assigned to:							
General	-	-	-	-	-	-	-
Unassigned	<u>2,234,266</u>	<u>(29,632)</u>	<u>(24,897)</u>	<u>(102,494)</u>	<u>-</u>	<u>(101,829)</u>	<u>1,975,414</u>
Total	<u>\$ 4,597,994</u>	<u>\$ (29,632)</u>	<u>\$ (24,897)</u>	<u>\$ (102,494)</u>	<u>\$ 4,609,637</u>	<u>\$ 1,387,152</u>	<u>\$ 10,437,760</u>

CITY OF MCFARLAND
NOTES TO BASIC FINANCIAL STATEMENTS
JUNE 30, 2018

NOTE 9 RETIREMENT PLAN

A. General Information about the Pension Plan

Plan Description

The City's defined contribution plan provides for retirement benefits to plan members and beneficiaries. The Plan is administrated by John Hancock Life Insure Company.

Funding Policy

The City contributions 10% of permanent employees' salaries who have at least three years of service. Vesting is at 33% per year over three years. In the event an employee terminates service prior to retirement, the employee is entitled to a refund of the employee's contributions plus interest plus the vested portion of the City's contributions. During the current year, the City was required to make contributions to the plan in the amount of \$257,632

NOTE 10 RISK MANAGEMENT

The City maintains self-insurance programs for workers' compensation, general liability and auto liability.

The City is exposed to various risks of loss related to torts: theft of, damage to and destruction of assets; errors and omissions; injuries to employees; and natural disasters. The City maintains self-insurance programs for workers' compensation, general liability and auto liability.

For general liability and workers' compensation programs, the City is a member of the Central San Joaquin Valley Risk Management Authority (the RMA). The RMA is comprised of 55 member cities and special districts and is organized under a Joint Powers Agreement pursuant to the California Government Code. The purpose of the RMA is to arrange and administer programs of insurance for the pooling of self-insured losses and to purchase excess insurance coverage. Each member has a representative on the Board of Directors with officers of the RMA being elected annually by the Board Members.

General Liability – Annual deposits are paid by members and are adjusted retrospectively to cover costs. Each member has a specific self insured retention (SIR) level. The City of McFarland's SIR is \$25,000. The city is responsible for the first \$25,000 of each occurrence. The City does not share or pay for losses of other members with SIRs under \$25,000. Specific coverage includes general and automobile liability, personal injury, errors and omissions, and certain other coverage. Claims from \$25,000 to \$1,000,000 are covered by a special pre-funded self-insurance pool maintained by the RMA. Claims from \$1,000,000 to \$4,000,000 are self-insured by the California Affiliated Risk Management Authorities (CARMA), a joint powers authority providing excess coverage to a membership consisting of six underlying joint powers authorities, representing approximately 175 cities and special districts. Claims from \$4,000,000 to \$29,000,000 are covered by Excess Comprehensive General Liability Policies.

Workers' Compensation – Annual deposits are paid by members and are adjusted retrospectively to cover costs. Each member has a specific self insured retention (SIR)

CITY OF MCFARLAND
NOTES TO BASIC FINANCIAL STATEMENTS
JUNE 30, 2018

level. The City of McFarland's SIR is \$25,000 per occurrence. The City is responsible for the first \$25,000 of each occurrence. The City does not share or pay for losses of other members with SIRs under \$25,000. Losses between \$25,000 and \$500,000 are covered by a special pre-funded self-insurance pool maintained by the RMA. Claims from \$500,000 to \$5,000,000 are self-insured by the Local Agency Workers' Compensation Excess Joint Powers Authority which is a joint powers authority providing excess coverage to 36 members including cities, special districts, and joint powers authorities. Claims in excess of \$5,000,000 are self-insured by the California State Association of Counties Excess Insurance Authority, another joint powers authority.

The audited financial information from CSJVRMA for the year ended June 30, 2018 is as follows:

Total Assets	\$	110,234,633
Total Liabilities		<u>92,209,231</u>
Net Assets	\$	<u><u>18,025,402</u></u>
Total Revenues	\$	46,669,852
Total Expenses		<u>46,619,021</u>
Change in Net Position	\$	<u><u>50,831</u></u>

Complete audited financial statements can be obtained from their office at 1750 Creekside Oaks Drive, Suite 200, Sacramento, California 95833.

NOTE 11 OTHER INFORMATION

Fund Deficits

The City has accumulated fund deficits in the following individual funds:

Governmental Funds:

TDA-LTF	\$	29,632
CDBG		14,462
CalHOME		24,897
HOME		87,367
ICE Administration		<u>102,494</u>

Fiduciary Fund:

RDA Successor Agency		80,736
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Commitments

The City has signed agreements to construct various capital improvements subsequent to June 30, 2018. The balance owed on the commitments at June 30, 2018 was approximately \$ 1,982,163.

CITY OF MCFARLAND
NOTES TO BASIC FINANCIAL STATEMENTS
JUNE 30, 2018

Contingencies

Federal and State Government Programs – The City participates in several federal and state grant programs. These programs are subject to audit and review by the grantor pursuant to grant provisions. Expenditures may be disallowed by the granting agencies that cannot be determined at this time. The City expects such amounts, if any, to be immaterial.

The City is involved in several lawsuits. Due to the nature of the cases, The City's counsel is unable to estimate at this time the probability of favorable or unfavorable outcomes. Therefore, no provision has been made in the financial statements for a loss contingency.

Subsequent Events

Management has evaluated subsequent events through {DATE}, the date on which the financial statements were available to be issued.

NOTE 12 PRIOR PERIOD ADJUSTMENTS

The impact of the restatements on the fund balances / net position as previously reported is presented below:

	Government-Wide Statements	Governmental Funds	
	Governmental Activities	General	Nonmajor Governmental
Fund balance / net position, June 30, 2017, as previously reported	\$ 32,817,542	\$ 3,290,085	\$ 817,537
<u>Restatement:</u> To recognize prior year revenues recorded as unearned revenue when the City had met all applicable eligibility requirements.	<u>2,730,665</u>	<u>2,263,407</u>	<u>467,258</u>
Fund balance / net position, June 30, 2017, as restated	<u>\$ 35,548,207</u>	<u>\$ 5,553,492</u>	<u>\$ 1,284,795</u>

NOTE 13 SUBSEQUENT EVENT

On February 12, 2019, the McFarland Improvement Authority issued Series 2018 USDA lease revenue bonds in the amount of \$844,700 for the construction of an animal shelter. The interest rate is 3.375 percent with the final maturity due in 2058.

REQUIRED SUPPLEMENTARY INFORMATION (UNAUDITED)

CITY OF MCFARLAND
BUDGETARY COMPARISON SCHEDULE
GENERAL FUND
YEAR ENDED JUNE 30, 2018

	Original Budget	Final Budget	Actual	Variance with Final Budget
REVENUES				
Taxes	\$ 2,384,387	\$ 2,384,387	\$ 2,712,400	\$ 328,013
Licenses and Permits	128,500	128,500	112,384	(16,116)
Fines and Forfeitures	71,000	71,000	71,051	51
Use of Money and Property	21,115	21,115	23,010	1,895
Intergovernmental Revenues	3,994,287	4,013,582	1,831,502	(2,182,080)
Charges for Services	295,500	599,692	301,385	(298,307)
Other Revenues	1,203,536	1,323,764	59,731	(1,264,033)
Total Revenues	8,098,325	8,542,040	5,111,463	(3,430,577)
EXPENDITURES				
Current:				
General Government	754,734	758,934	1,073,847	(314,913)
Public Safety	2,351,961	2,370,669	2,261,684	108,985
Public Works	851,123	858,091	637,321	220,770
Community Development	592,577	592,377	345,296	247,081
Debt Service:				
Principal	421,159	412,028	321,959	90,069
Interest and Other Charges	-	-	9,131	(9,131)
Capital Outlay	6,399,204	6,974,439	3,507,435	3,467,004
Total Expenditures	11,370,758	11,966,538	8,156,673	3,809,865
Excess of Revenues Over (Under) Expenditures	(3,272,433)	(3,424,498)	(3,045,210)	379,288
OTHER FINANCING SOURCES (USES)				
Transfers In	4,104,598	4,259,613	2,089,712	(2,169,901)
Transfers Out	(563,354)	(567,554)	-	567,554
Total Other Financing Sources (Uses)	3,541,244	3,692,059	2,089,712	(1,602,347)
NET CHANGE IN FUND BALANCES	268,811	267,561	(955,498)	(1,223,059)
Fund Balances - Beginning of Year	5,553,492	5,553,492	5,553,492	-
FUND BALANCES - END OF YEAR	<u>\$ 5,822,303</u>	<u>\$ 5,821,053</u>	<u>\$ 4,597,994</u>	<u>\$ (1,223,059)</u>

CITY OF MCFARLAND
BUDGETARY COMPARISON SCHEDULE
TDA - LTF - MAJOR SPECIAL REVENUE FUND
YEAR ENDED JUNE 30, 2018

	Original Budget	Final Budget	Actual	Variance with Final Budget
REVENUES				
Use of Money and Property	\$ -	\$ -	\$ -	\$ -
Intergovernmental Revenues	595,933	595,933	420,288	(175,645)
Charges for Services	-	-	-	-
Other Revenues	-	-	-	-
Total Revenues	595,933	595,933	420,288	(175,645)
Excess of Revenues Over (Under) Expenditures	595,933	595,933	420,288	(175,645)
OTHER FINANCING SOURCES (USES)				
Transfers Out	(595,933)	(595,933)	(413,950)	181,983
Total Other Financing Sources (Uses)	(595,933)	(595,933)	(413,950)	181,983
NET CHANGE IN FUND BALANCES	-	-	6,338	6,338
Fund Balances - Beginning of Year	(35,970)	(35,970)	(35,970)	-
FUND BALANCES - END OF YEAR	<u>\$ (35,970)</u>	<u>\$ (35,970)</u>	<u>\$ (29,632)</u>	<u>\$ 6,338</u>

**CITY OF MCFARLAND
BUDGETARY COMPARISON SCHEDULE
ICE ADMINISTRATION - MAJOR SPECIAL REVENUE FUND
YEAR ENDED JUNE 30, 2018**

	Original Budget	Final Budget	Actual	Variance with Final Budget
REVENUES				
Use of Money and Property	\$ -	\$ -	\$ -	\$ -
Intergovernmental Revenues	12,000,000	12,000,000	17,814,244	5,814,244
Other Revenues	-	-	-	-
Total Revenues	<u>12,000,000</u>	<u>12,000,000</u>	<u>17,814,244</u>	<u>5,814,244</u>
EXPENDITURES				
Current:				
Community Development	<u>12,000,000</u>	<u>12,000,000</u>	<u>17,908,277</u>	<u>(5,908,277)</u>
Total Expenditures	<u>12,000,000</u>	<u>12,000,000</u>	<u>17,908,277</u>	<u>(5,908,277)</u>
NET CHANGE IN FUND BALANCES	-	-	(94,033)	(94,033)
Fund Balances - Beginning of Year	<u>(8,461)</u>	<u>(8,461)</u>	<u>(8,461)</u>	<u>-</u>
FUND BALANCES - END OF YEAR	<u><u>\$ (8,461)</u></u>	<u><u>\$ (8,461)</u></u>	<u><u>\$ (102,494)</u></u>	<u><u>\$ (94,033)</u></u>

CITY OF MCFARLAND
NOTE TO REQUIRED SUPPLEMENTARY INFORMATION
JUNE 30, 2018

NOTE 1 APPROPRIATED BUDGET AND BUDGETARY CONTROL

The City Council is required to adopt an annual budget resolution by July 1 of each fiscal year for the General, Special Revenue, Debt Service and Capital Projects funds. The budgets are presented for reporting purposes on a budgetary basis consistent with accounting principles generally accepted in the United States of America. The McFarland Public Financing Corporation and the McFarland Parking Authority do not adopt budgets for their general funds.

The appropriated budget is prepared by fund, function, and department. The City Manager may make transfers of appropriations within a department and make transfers of appropriations between departments as long as there is no increase or decrease to the overall budget. The legal level of budgetary control (i.e., the level at which expenditures may not legally exceed appropriations) is the department level. Unexpended or unencumbered appropriations lapse at the end of the fiscal year. Encumbered appropriations are reappropriated in the ensuing year's budget.

The City Council adopts budgets for the Enterprise funds. However, all Proprietary fund types are accounted for on a cost of service (net income), or "capital maintenance" measurement focus. As a result, budget comparisons are impractical. Additionally, the City is not legally mandated to report the results of operations for these Proprietary fund types on a budget comparison basis; therefore, budgetary data related to these funds has not been presented.

The City did not present a budgetary schedule for the CDBG Fund since this fund did not report a budget this year.

Expenditures exceeded budgetary appropriations for the year ended June 30, 2018 as follows:

<u>Fund/Function</u>	<u>Final Budget</u>	<u>Actual Amount</u>	<u>Exceeded Budget</u>
General Fund			
General Government	\$ 758,934	\$ 1,073,847	\$ (314,913)

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COMBINING FUND STATEMENTS

**CITY OF MCFARLAND
COMBINING BALANCE SHEET
GOVERNMENTAL FUNDS
JUNE 30, 2018**

	Gas Tax	CDBG	HOME	Lighting & Landscape
ASSETS				
Cash and Investments	\$ 38,254	\$ -	\$ -	\$ 160,410
Receivables:				
Accounts	-	-	3,383	-
Intergovernmental	-	78,006	-	-
Due from Other Funds	-	-	-	-
Loans Receivable	-	-	709,906	-
Total Assets	<u>\$ 38,254</u>	<u>\$ 78,006</u>	<u>\$ 713,289</u>	<u>\$ 160,410</u>
LIABILITIES				
Accounts Payable	\$ -	\$ -	\$ -	\$ 5,565
Due to Other Funds	-	92,468	88,840	-
Unearned Revenue	-	-	1,910	-
Total Liabilities	<u>-</u>	<u>92,468</u>	<u>90,750</u>	<u>5,565</u>
DEFERRED INFLOWS OF RESOURCES				
Unavailable Revenue	-	-	709,906	-
FUND BALANCES				
Restricted	38,254	-	-	154,845
Unassigned	-	(14,462)	(87,367)	-
Total Fund Balances	<u>38,254</u>	<u>(14,462)</u>	<u>(87,367)</u>	<u>154,845</u>
Total Liabilities, Deferred Inflows of Resources and Fund Balances	<u>\$ 38,254</u>	<u>\$ 78,006</u>	<u>\$ 713,289</u>	<u>\$ 160,410</u>

**CITY OF MCFARLAND
COMBINING BALANCE SHEET
GOVERNMENTAL FUNDS (CONTINUED)
JUNE 30, 2018**

<u>COPS</u>	<u>Development Impact</u>	<u>Miscellaneous Grants</u>	<u>Road Maint & Rehab</u>	<u>Total</u>
\$ -	\$ 846,091	\$ 10,164	\$ 54,367	\$ 1,109,286
-	-	-	-	3,383
12,017	80,280	-	-	170,303
-	315,144	-	-	315,144
-	-	-	-	709,906
<u>\$ 12,017</u>	<u>\$ 1,241,515</u>	<u>\$ 10,164</u>	<u>\$ 54,367</u>	<u>\$ 2,308,022</u>
\$ -	\$ -	\$ -	\$ -	\$ 5,565
12,017	-	-	-	193,325
-	-	10,164	-	12,074
<u>12,017</u>	<u>-</u>	<u>10,164</u>	<u>-</u>	<u>210,964</u>
-	-	-	-	709,906
-	1,241,515	-	54,367	1,488,981
-	-	-	-	(101,829)
<u>-</u>	<u>1,241,515</u>	<u>-</u>	<u>54,367</u>	<u>1,387,152</u>
<u>\$ 12,017</u>	<u>\$ 1,241,515</u>	<u>\$ 10,164</u>	<u>\$ 54,367</u>	<u>\$ 2,308,022</u>

**CITY OF MCFARLAND
COMBINING INCOME STATEMENT
GOVERNMENTAL FUNDS
YEAD ENDED JUNE 30, 2018**

	Gas Tax	CDBG	HOME	Lighting & Landscape
REVENUES				
Taxes	\$ -	\$ -	\$ -	\$ 126,007
Licenses and Permits	-	-	-	-
Use of Money and Property	-	-	-	124
Intergovernmental Revenues	301,972	1,079,409	-	-
Total Revenues	<u>301,972</u>	<u>1,079,409</u>	<u>-</u>	<u>126,131</u>
EXPENDITURES				
Current:				
Public Works	-	-	-	67,759
Total Expenditures	<u>-</u>	<u>-</u>	<u>-</u>	<u>67,759</u>
Excess (Deficiency) of Revenues Over (Under) Expenditures	<u>301,972</u>	<u>1,079,409</u>	<u>-</u>	<u>58,372</u>
OTHER FINANCING SOURCES (USES)				
Transfers Out	(301,972)	(1,079,408)	-	-
Total Other Financing Sources (Uses)	<u>(301,972)</u>	<u>(1,079,408)</u>	<u>-</u>	<u>-</u>
NET CHANGE IN FUND BALANCES	-	1	-	58,372
Fund Balance - Beginning, Restated	<u>38,254</u>	<u>(14,463)</u>	<u>(87,367)</u>	<u>96,473</u>
FUND BALANCE - END OF YEAR	<u><u>\$ 38,254</u></u>	<u><u>\$ (14,462)</u></u>	<u><u>\$ (87,367)</u></u>	<u><u>\$ 154,845</u></u>

**CITY OF MCFARLAND
COMBINING INCOME STATEMENT
GOVERNMENTAL FUNDS (CONTINUED)
YEAR ENDED JUNE 30, 2018**

<u>COPS</u>	<u>Development Impact</u>	<u>Miscellaneous Grants</u>	<u>Road Maint & Rehab</u>	<u>Total</u>
\$ -	\$ -	\$ -	\$ 1,431	\$ 127,438
-	168,028	-	-	168,028
-	862	-	-	986
82,432	-	-	54,367	1,518,180
<u>82,432</u>	<u>168,890</u>	<u>-</u>	<u>55,798</u>	<u>1,814,632</u>
-	-	-	-	67,759
<u>-</u>	<u>-</u>	<u>-</u>	<u>-</u>	<u>67,759</u>
82,432	168,890	-	55,798	1,746,873
<u>(82,432)</u>	<u>(179,273)</u>	<u>-</u>	<u>(1,431)</u>	<u>(1,644,516)</u>
<u>(82,432)</u>	<u>(179,273)</u>	<u>-</u>	<u>(1,431)</u>	<u>(1,644,516)</u>
-	(10,383)	-	54,367	102,357
-	1,251,898	-	-	1,284,795
<u>\$ -</u>	<u>\$ 1,241,515</u>	<u>\$ -</u>	<u>\$ 54,367</u>	<u>\$ 1,387,152</u>

**MEMORANDUM
CITY OF MCFARLAND**

TO: Honorable Mayor and Council Members

FROM: Maria Lara, City Manager
Larry A Ronk III, Acting Community Development Director

DATE: April 8, 2021

SUBJECT: Urban Forestry Guidelines

PROJECT DESCRIPTION

The Urban Forestry Guidelines are intended to serve as the guiding document for the City's future development with respect to the urban forest. It is strategically tailored to the context and needs of the City of McFarland. It contains principles and suggestions for:

- Tree selection
- Tree location
- Tree maintenance
- Implementing strategies

The Urban Forestry guidelines aim is to be a guiding document for the City's future development.

Not only do the guidelines highlight the benefits of incorporating urban forests, but they describe the variety of tree selection, canopy sizes, mature height, growth rate, longevity, drought tolerance, branch strength, and their susceptibility to fire. All of which are important considerations when making plans for the city's future development.

BACKGROUND

The City of McFarland lies in one of the most productive agricultural areas in California. The city faces issues with air quality, flooding, and public health. The urban forestry guidelines are not only an opportunity for the city to solve these problems, but a way for the city to make a positive impact to the rest of California.

The current draft City of McFarland General Plan Update, which is in the environmental review process, includes various actions to conserve water and improve the air quality of the community.

In addition to the general plan policies, the California Sustainable Groundwater Management program requires that the community develop groundwater sustainable policies and programs. The Urban Forestry Guidelines is one of those programs required.

The Guidelines provide an opportunity for the City to create a way to strategically implement an urban forest program. This program will guide new developments in selecting and placing trees in a strategic manner that will positively affect the community while not causing any harm to the built environment.

The Urban Forest Guidelines provide an array of urban tree and vegetation studies. One of them being that these urban trees and vegetation are shown to provide a wide variety of benefits to residents of a community, including improved air quality, mitigating urban noise, creating an aesthetic impact, reducing stormwater runoff, reducing urban heat and improving mental and physiological health of residents, and increasing the value of a property.

ENVIRONMENTAL REVIEW

This action is not a project within the meaning of the California Environmental Quality Act (California Public Resources Code §§ 21000, et seq., "CEQA") and CEQA Guidelines (Title 14 California Code of Regulations §§ 15000, et seq.) Section 15378 and is therefore exempt from CEQA. It will not result in any direct or indirect physical change in the environment because the Guidelines would be applicable to proposed projects going through individual environmental review and assessment, nor does this action involve an irrevocable commitment of resources by the City of McFarland, as the projects would be evaluated as a part of proposed project's typical submittal.

FISACL IMPACT:

There is no fiscal impact as staff would review development project as a part of its normal project review.

RECOMMENDATION:

The Planning Commission recommends that the City Council approve the Urban Forestry Guidelines.

ATTACHMENTS

Attachment A – Urban Forestry Guidelines.
Resolution No. 2021-0014

City of McFarland Urban Forest Plan



Concord Street, Santa Ana, CA - <https://www.ocregister.com/2016/05/12/photos-jacaranda-flowers-cover-orange-county-streets-in-purple-haze/>

Daniel Canella

PROJECT REPORT

Community & Regional Planning Studio III

City & Regional Planning Department

Cal Poly – San Luis Obispo

June 2020

City of McFarland Urban Forest Plan

Daniel Canella

Prepared for the City of McFarland, California as partial fulfillment of the requirement for CRP 556 Community Planning Lab III, Department of City and Regional Planning, California Polytechnic State University, San Luis Obispo, CA
June 8, 2020

Acknowledgements

I would like to thank Professor William Siembieda of Cal Poly SLO's City & Regional Planning Department for his guidance and advice over the course of this project. I would also like to thank Professor Matt Ritter of Cal Poly SLO's Biology Department for providing advice and answering questions. Alexander (Alex) Lee and Ron Brummett, City Planner and Consulting Planner respectively for the City of McFarland, also deserve thanks for their communication and support throughout the entire General Plan update and third quarter studio process. Finally, I would like to thank my girlfriend for her support and understanding.

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Executive Summary

The City of McFarland lies within Kern County in California. It is a small city with a population of a little over 15,000, and most residents work in agriculture, as the Central Valley is the most productive agricultural area in California. McFarland's population is over 95% Hispanic. The City is identified as a disadvantaged community due to its low median income and its high pollution burden, among the highest in the state. McFarland faces issues with air quality, flooding, and public health, as does much of Kern County.

Urban forests are one area of opportunity for cities affected by problems such as air pollution and high energy costs for air conditioning to reduce these problems and many others. Urban forests are the collection of trees and other woody vegetation within a given area or jurisdiction. Urban trees and vegetation have been shown to provide a wide variety of benefits to humans, including improved mental and physiological health, improved air and water quality, mitigated noise and aesthetic impacts, reduced stormwater runoff, and reduced urban heat island effect. Urban trees also provide various economic benefits, from reduced energy costs through shading buildings to increased property values and property tax revenues. Various studies have shown that urban trees tend to provide net financial benefits, and this has held true specifically for other Central Valley cities. This wide variety of benefits, combined with the financial returns gained, means that urban forests provide an opportunity for cities to improve the "triple bottom line" of people (social benefits), planet (environmental benefits), and profit (financial returns).

As McFarland has a hot, dry climate, only some tree species will be appropriate for planting. Several characteristics were used to select appropriate species, starting by eliminating any species not appropriate for USDA hardiness zone 9b and for loamy soils, giving a baseline compatibility with McFarland's environment. The remaining species were then chosen focusing primarily on drought tolerance and low water use, high branch strength and low root damage potential, wide canopies for maximum shade, and aesthetic appeal. The final list of recommended tree species can be found in Chapter 4.

Trees should be planted and oriented strategically to maximize the benefits derived, including maximizing shade on buildings, and maximizing overall size of the tree which increases the benefit magnitude. Chapter 5 makes recommendations to this end. Chapter 5 additionally outlines key areas in McFarland identified by the City of McFarland General Plan Update (2020) and suggests tree species and strategies appropriate for each area, such as the Downtown Infill area using patterns of small to moderate sized, attractive trees to line main streets to help create a distinctive and attractive streetscape.

Urban trees must be cared for regularly over the short and long-term to become as healthy and large as possible and provide the maximum potential benefits to cities and residents. Guidelines for tree planting strategies and maintenance are outlined in Chapter 6, and an implementation strategy is discussed in Chapter 7, including estimated potential costs and funding sources.

1. Introduction

This Urban Forest Plan, prepared specifically for the City of McFarland, is intended to serve as a guiding document for the City's future development with respect to the urban forest. It contains principles and suggestions for tree selection, tree location, tree maintenance, and an implementation strategy tailored to the context and needs of McFarland. Using this document, the City will have a strategy to improve and increase the urban forest which can guide the large amount of new development projected to occur to the south of the City in the next two decades. Development of a strong and healthy urban forest is one important step in the creation of a healthier, more prosperous, and more resilient McFarland.

The urban forest is the collection of trees, and more widely any woody plant growth, within an urban area. The management of urban forests is called urban forestry. In many cases, urban forests consist mostly of trees that were spared during urban development. However, it is now becoming more widely understood that a healthy and dense urban forest can provide numerous benefits to urban areas. Research conducted over the past few decades has shown that a wide variety of benefits for humans can be obtained from trees and urban forests, including health benefits, environmental benefits, and economic benefits. Examples of health benefits include reduced stress and anxiety levels and lower blood pressure (Hartig et al., 2003; Horiuchi et al., 2013). Environmental benefits include a reduction in the urban heat island effect, a phenomenon where urban areas with many paved, concrete, and dark surfaces absorb and hold heat and become hotter than their surrounding areas, improved air quality and sequestration of carbon dioxide (CO₂), as well as economic benefits including reduced building heating and cooling costs and increased property values (Bolund and Hunhammar, 1999; Escobedo et al., 2008; McPherson, Simpson, Xiao, and Wu, 2011). These benefits will be described in further detail in Chapter 3 of this plan.

Urban forests may be able to provide a wide variety of benefits, but if care is not taken in the planning and management of the urban forest, the magnitude of the benefits can decline, and costs can potentially outweigh benefits. However, with good planning and management, urban forests can be a lucrative and sustainable investment. Many factors must be considered in choosing which trees to plant, where to plant them, how and when to care for them, and how to pay for and implement strategies to improve the urban forest. In tree selection, canopy size, mature height, growth rate, longevity, drought tolerance, branch strength, and susceptibility to fire must all be considered, among other factors. Performed in tandem with tree selection is tree location, accounting for the relative location of buildings and infrastructure, shade creation, right of way availability, speed of growth and mature size, and other factors. Many cities also like to create unique and visually striking areas with consistent types and spacings of trees, such as lining a main boulevard with tall palm trees on both sides. Once trees are selected and planted, they must be maintained regularly, typically requiring irrigation for some time, periodic pruning, and litter removal. Care must be taken to ensure that trees do not interfere with utility infrastructure or buildings and that branches do not become a safety hazard. None of these

activities can take place effectively, however, without an implementation plan and funding sources. Thus, to obtain the most benefits with the lowest costs, a plan is needed to guide the development and maintenance of the urban forest. Each of these phases are addressed in Chapters 4, 5, 6, and 7 of this plan.

The City of McFarland, California, is a small agricultural community about 25 miles north of Bakersfield, California. Just over 80% of the workforce is in agricultural production or processing, with about 36% of the population living below the poverty line in 2017 compared to Kern County's 23% and California's 15% (Background Report, 2019, p. 24). The City has ongoing issues raising and maintaining the money they need to provide adequate planning and municipal services. Further, the City is within the San Joaquin Valley Air Basin, which is out of attainment for multiple air pollutants including ozone and particulate matter 2.5 and 10 (PM 2.5 and PM 10). It is in the 75th-80th percentile in CalEnviroScreen, a mapping tool that shows the burden of pollution and socioeconomic factors of communities in California, with the entire surrounding area in the 91st-100th percentile, indicating a high pollution and economic burden. Trees absorb some air pollutants into their leaves and serve as sites for deposition of other pollutants, removing them from the air and improving air quality for humans. McFarland also suffers from a lack of hospital or emergency room and has only two medical clinics, and Kern County in general suffers from some of the highest rates of deaths related to diabetes, coronary heart disease, and cerebrovascular diseases in California.

Tackling this wide variety of issues will require a variety of solutions, and the combined efforts of many people and organizations. Increasing the size of the urban forest in McFarland is one solution that would help improve air quality, improve psychological and physiological health for residents, reduce heating and cooling costs for the City and for residents, and increase property values, as well as improving resilience to climate change and sequestering CO₂, a greenhouse gas (GHG) that is one of the primary drivers of climate change.

2. Background and Setting

Between September of 2019 and March of 2020, the second year cohort of students in the Master's in City & Regional Planning program at California Polytechnic State University at San Luis Obispo (Cal Poly SLO) prepared a background report and a draft updated General Plan for the City of McFarland as part of their coursework. This Urban Forest Plan is an extension of and supplement to this existing work.

2.1 The City of McFarland

The City of McFarland lies in the Central Valley in Kern County, California. It is located approximately 25 miles north of Bakersfield, the nearest major city. Figure 2-1 shows the location of McFarland within Kern County and California, while Figure 2-2 shows a more detailed view of the City through the City of McFarland General Plan Update (2020) conceptual land use map. McFarland covers approximately 2.7 square miles.



Figure 2-1: Location of McFarland in Kern County and California (Source: 2016 General Plan Amendment EIR)

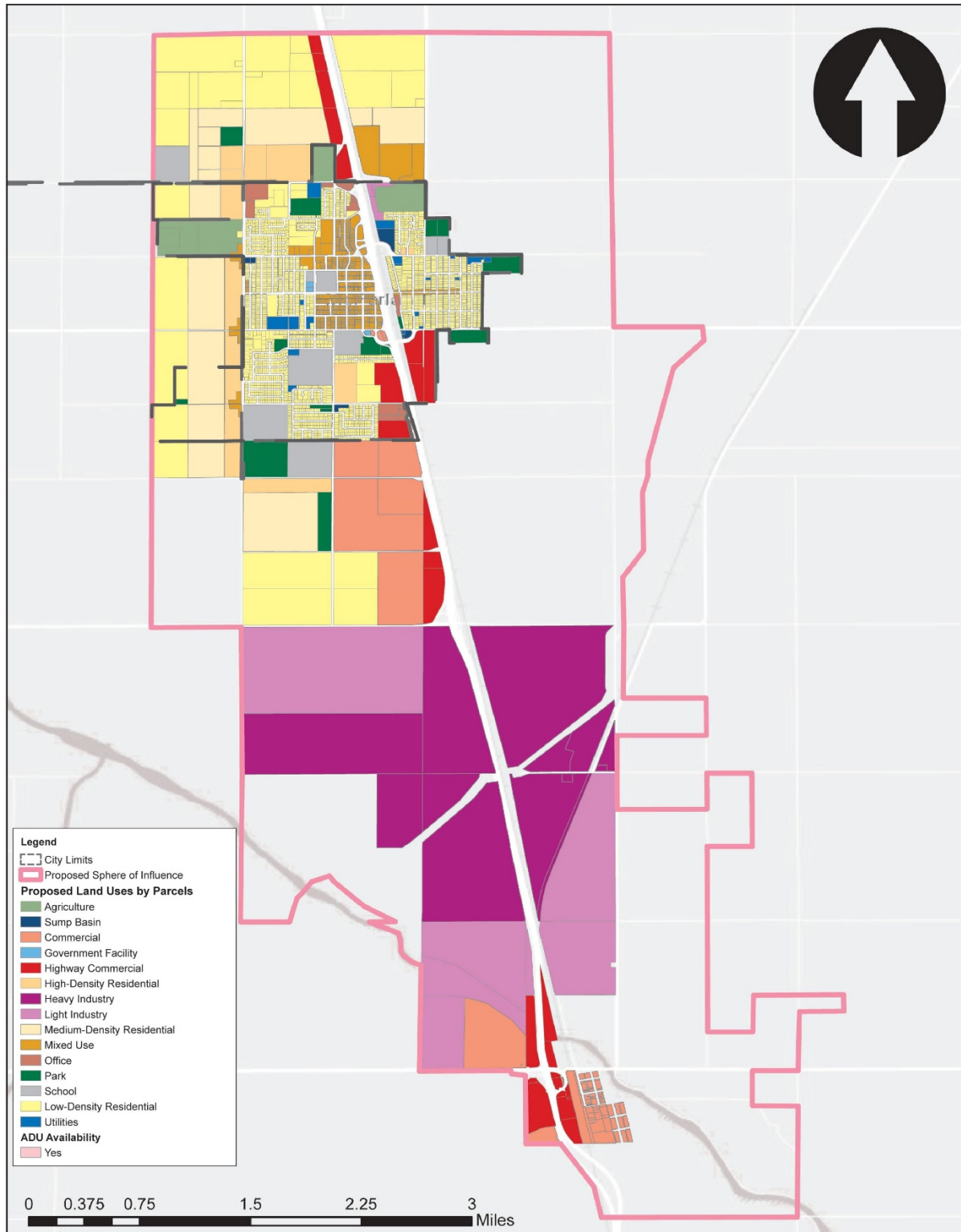


Figure 2-2: Proposed land use map from the City of McFarland General Plan Update, 2020

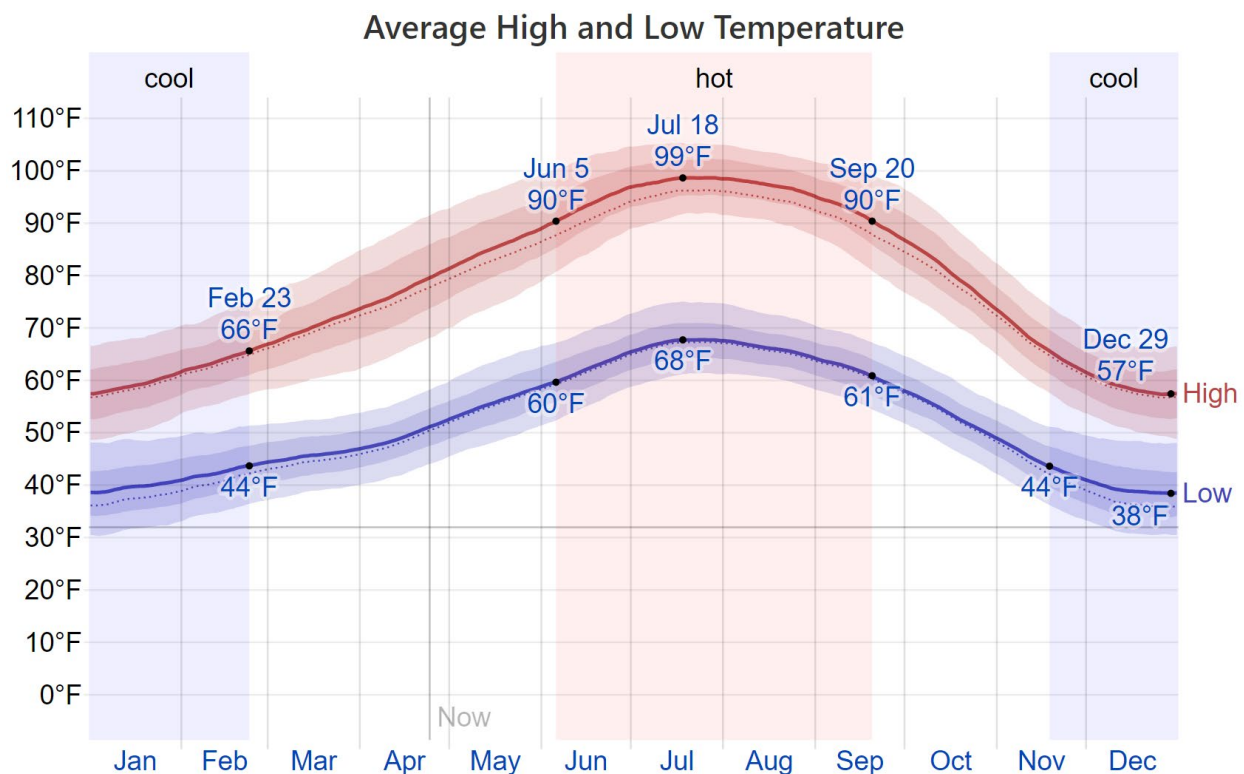
The City had a population of just over 13,000 in 2015, about 15,242 in 2019, and the population is projected to increase to approximately 23,690 by 2040 (General Plan, 2020, p. xx). The median household income is just over \$35,000 per year, 69% of the median of Kern County and

52% of the median of California (Background Report, 2019, p. 22-23). Approximately 96% of the population of McFarland identifies as Hispanic or Latino, and 36% of the population is below the poverty line (Background Report, 2019, p. 23-24). In 2017, the median age in McFarland was about 26, compared to California's 36 years. (Background Report, 2019, p. 19-20)

McFarland is an agricultural community, with 80% of the workforce employed in the agriculture sector (Background Report, 2019, p. 86). Open space, orchards, and active farming lands surround McFarland and there are many agricultural processing facilities in the wider area. The area is known for producing grapes, almonds, and dairy. The City was featured in the 2015 movie *McFarland USA* based on the true story of the high school cross country team winning nine state championships over fourteen years under the guidance of coach Jim White.

2.2 Environment and Climate

McFarland has a hot, semi-arid climate according to the Koppen climate classification system. It has hot, dry, sunny summers and cool, partly cloudy winters. It is essentially flat in its topography. As seen in Figure 2-3, the temperature over the year varies between about 38 to 99 degrees Fahrenheit, rarely reaching below 30 or above 105 degrees Fahrenheit, and humidity remains consistently around zero (Weather Spark, 2020).



The daily average high (red line) and low (blue line) temperature, with 25th to 75th and 10th to 90th percentile bands. The thin dotted lines are the corresponding average perceived temperatures.

Figure 2-3: Chart of average temperature throughout the year in McFarland (Source: Weather Spark, 2020)

From June to September, the average daily high temperature is over 90 degrees Fahrenheit, and from November to February, the average daily high temperature is below 66 degrees Fahrenheit, defining the hot and cold seasons in McFarland, respectively. McFarland receives an average of just over seven inches of precipitation per year, with the majority falling as rain between November and April. Hourly average wind speeds range from about 4-7 miles per hour over the year. The growing season, defined as the longest continuous period of non-freezing temperatures over the year, is about 11 months, with mid-December to mid-January being the excluded month (Weather Spark, 2020).

Almost all soil within the boundaries of the City of McFarland consists of McFarland Loam, with Kimberlina Fine Sandy Loam, Delano Sandy Loam, and Wasco Sandy Loam interspersed in the surrounding area, as seen in Figure 2-4. The City is surrounded by Prime Farmland, a designation assigned by the United State Department of Agriculture (USDA) for lands most well suited to producing crops because of their physical and chemical characteristics (Background Report, 2019, p. 132-134).

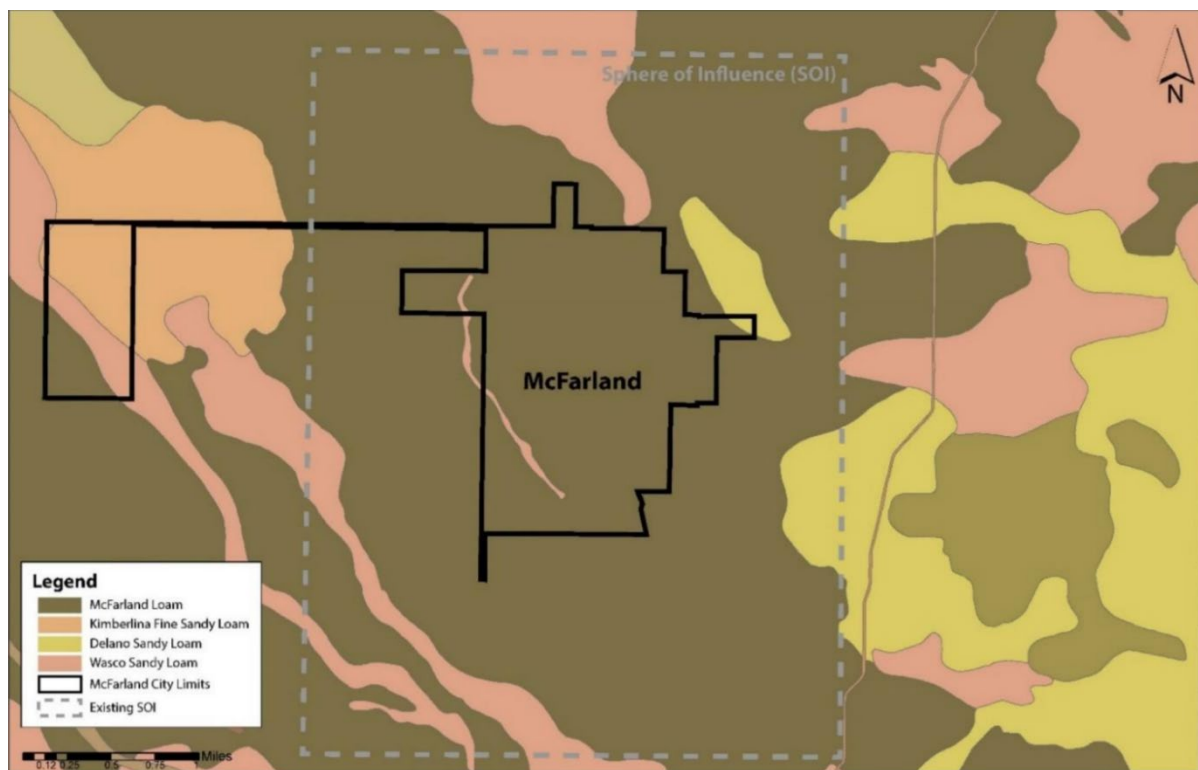


Figure 2-4: Map of soils in and around McFarland (Source: Background Report, 2019, p. 120)

McFarland is within the USDA hardiness zone 9b, a metric based on the average annual minimum winter temperature (in this case, 25 to 30 degrees Fahrenheit). Hardiness zones in the US vary between 0 (the coldest) and 12 (the warmest) and provide a general idea of which plants can survive in different locations based on their ability to survive the cold. For comparison, other cities in hardiness zone 9b include Sacramento, California, Tucson, Arizona, New Orleans, Louisiana, and Orlando, Florida.

As a Central Valley community in the San Joaquin Valley Air Basin, the City has poor air quality. The San Joaquin Valley Air Basin is not in attainment with federal PM_{2.5} or ozone standards, and is not in attainment with state PM₁₀, PM_{2.5}, or ozone standards (Background Report, 2019, p. 152). The City is in the 75th-80th percentile range of CalEnviroScreen, a mapping tool that shows the relative burden of pollution and socioeconomic hardship in communities across the state of California, as seen in Figure 2-5. The area surrounding McFarland is in the 91st-100th percentile, indicating the most pollution and socioeconomic burden relative to communities across California (Background Report, 2019, p. 171).

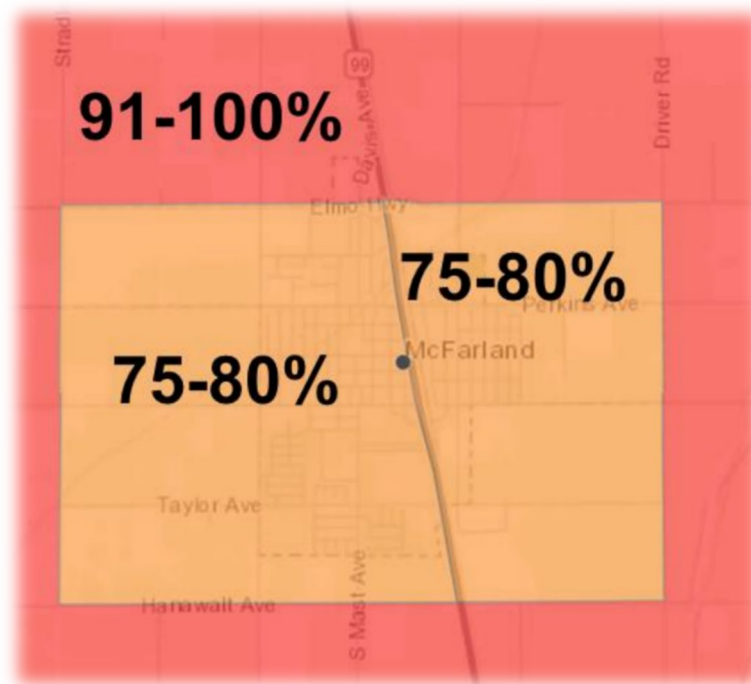


Figure 2-5: CalEnviroScreen percentile map of McFarland (Source: Background Report, 2019, p. 171)

3. Literature Review

In recent decades, major advancements have been made in research around trees and other urban vegetation. This research has begun to quantify the various benefits of urban trees and vegetation and the results so far are quite promising, with trees providing a wide variety of health, environmental, and economic benefits, and often providing a positive financial return on investment.

3.1 Health Benefits of Trees

It has been established through research over the past few decades that exposure to trees in urban settings provide various psychological and physiological health benefits to humans. With respect to physical health, for example, three studies of surgery patients whose rooms had plants in them found those patients had reduced intake of analgesics, improved physiological responses, and reported decreased pain, fatigue, and anxiety, as well as greater satisfaction with their room relative to patients in rooms without plants, as seen in Figure 3-1, (Park, 2006), while an earlier study found that surgery patients who had a view of trees through a window in their hospital rooms had shorter postoperative stays, fewer negative comments regarding nurses, and reduced analgesic intake relative to patients who had views of brick walls (Ulrich, 1984).



Figure 3-1: Hospital rooms without (A) and with (B) ornamental plants, from Park, 2006

The benefits of a simple view of nature are surprisingly significant. For example, one study found that inmates whose cells had views of nature suffered fewer physical problems such as digestive illnesses and headaches, and found they required medical treatment less often relative to inmates whose cells had views of buildings or other inmates (West, 1986). It seems that plants can even improve pain tolerance, as measured by the length of time subjects were willing to endure submerging their hands in ice water, and it further appears that the presence of colorful/visually interesting objects did not have the same effect (Lohr and Pearson-Mims, 2000). Other studies on the physiological effects of exposure to nature and vegetated areas in humans show that such exposure can reduce blood pressure, improve mood, and reduce anger, and can reduce salivary cortisol, which is an indicator of stress levels (Hartig et al., 2003; Horiuchi et al., 2013).

Zooming out to a larger scale, in one study, data on public health in Wisconsin and satellite imagery of neighborhood greenness were utilized to find that higher levels of neighborhood greenness were associated with reduced intensity of depression and anxiety, evidence that governments and cities in general could increase the density of vegetation in residential areas and accrue major benefits to the psychological health of residents (Beyer et al., 2014). A study in Scotland found that greater presence of green space was associated with reduced stress levels and lower cortisol levels (Roe et al., 2013), while a similar but larger study of Dutch residents found similar results, namely that those living in areas with more green space had much better self-reported health indicators such as reported stress and fatigue levels relative to those in neighborhoods with less green space, even after controlling for socioeconomic status and various demographic factors (Vries, Verheij, Groenewegen, and Spreeuwenberg, 2003). The conclusions from that study have been found in several other countries, including England, Australia, Denmark, and Japan, evidence that the benefits of green spaces apply across highly varied cultures and environments (Steg and de Groot, 2012).



Figure 3-2: Trees along State Route 99 in McFarland, California (Source: LA Times)

Neighborhood greenness in Miami-Dade County in Florida was found to correlate very strongly with better health in Medicaid beneficiaries after adjusting for various confounding variables, and found that this relationship was actually stronger in poorer neighborhoods compared to wealthier ones, suggesting an equity improvement aspect to urban vegetation (Brown et al., 2016). The spread of the Emerald Ash Borer in the Midwestern US between 1990 and 2010 killed over 100 million trees and afforded a natural experiment which showed that the loss of trees increased deaths due to cardiovascular and lower respiratory illnesses, as well as caused an increase in crime proportional to the intensity of infestation (Donovan et al., 2013; Kondo, Han, Donovan, and Macdonald, 2017). A study examining depressed subjects found that they had greatly improved mood and short-term memory after a 50-minute walk through a natural setting, but not through an urban setting (Berman et al., 2012), and it is further known that similar cognitive benefits are afforded to non-depressed individuals (Berman, Jonides, and Kaplan, 2008), more evidence that increasing the density of urban vegetation would provide cognitive (and therefore, economically productive) benefits to citizens.

3.2 Environmental Benefits of Trees

It is further well established that urban vegetation, including street trees, provide various ecosystem services, or natural cycles and processes that benefit humans. These benefits vary widely, including air and water quality improvement, as well as reduced heating and cooling loads for shaded and shielded buildings and reduced urban heat island effect.



Figure 3-3: Paseo del Prado in Madrid, Spain, with ample shade from trees (Source: "Shade" by 99% Invisible)

In warm, sunny times of the year, trees shade buildings and houses as in Figure 3-3, reducing the cooling load placed upon them and thus reducing use of air conditioning. In winter, trees reduce wind speed, which lessens the heating load and thus the burning of natural gas or use of electricity for heating the home (Bolund and Hunhammar, 1999). Trees also filter air pollution, with one study estimating that up to 70-80% of pollutants in the air on streets and in parks could be filtered with a high enough density of trees and other vegetation (Bolund and Hunhammar, 1999). A study of the urban forest in Santiago, Chile, found that it was a cost-effective way to abate PM10 levels (Escobedo et al., 2008). Trees absorb pollutants through their leaves and serve as objects for pollutants to deposit onto, and it is estimated that urban park trees alone remove 75,000 tons of pollutants (an estimated value of about \$500 million/year) in the US (Nowak and Heisler, 2010).

A study of the effects of street trees in Los Angeles found that percentage of shaded tree cover in city blocks explained more than 60% of land surface temperature variations, and that blocks with more than 30% tree cover could be five degrees Fahrenheit cooler than blocks with cover of 1% or less, and that tree shade appears to be the main source of cooling and not surface evapotranspiration, as irrigated grass provided almost no temperature benefit (Pincetl, Gillespie, Pataki, Saatchi, and Saphores, 2012). Trees, as well as other vegetation, help reduce runoff of precipitation and flatten out the peak flow of stormwater, mitigating flooding risks and improving groundwater recharge (Bolund and Hunhammar, 1999). A study of canopy interception of street trees in Sacramento found that trees likely provide significant water quality benefits through reduction of pollutant washout, especially in smaller precipitation events (Xiao, McPherson, Simpson, and Uston, 1998). In the Central Valley specifically, reductions in interior air temperatures of houses completely shaded by trees ranged from 2 degrees Fahrenheit for insulated houses to 6 degrees Fahrenheit for uninsulated houses, presenting an opportunity for significant savings on air conditioning through planting of shade trees (Heisler, 1986). All of these benefits come along with an opportunity for improved aesthetic appeal within a community, including trees with unusually colored leaves such as those of the Jacaranda tree in Figure 3-4.



Figure 3-4: Purple Jacaranda trees providing shade and aesthetic appeal in South Pasadena, California (Source: David McNew, Getty Images)

Trees absorb carbon dioxide (CO₂) and “store” it as carbon in their biomass. The CO₂ absorbed by a tree and “stored” as biomass is referred to as being “sequestered,” which gives us the

commonly used phrase “carbon sequestration” to refer to the entire process. When examining the effect of an item or process on CO₂ in the atmosphere, a life cycle analysis is the best tool to use, as it considers impacts and emissions from every part of the subject being studied. A life cycle analysis was conducted for the existing and projected effects of the Million Trees Los Angeles project, which found that the project would be a net CO₂ sink, or would overall reduce CO₂ in the atmosphere considering all emissions, including emissions associated with irrigation, trimming and pruning equipment, and other maintenance requirements (McPherson, Kendall, and Albers, 2014). Another study conducted on urban green space in Leipzig, Germany found that urban tree cover is a net CO₂ sink, and that maintenance and other CO₂ emissions were significantly lower than the amount of CO₂ sequestered by the trees, though under scenarios with high mortality rates (4% per year or more) the carbon sequestration benefits were significantly reduced (Strohbach, Arnold, and Haase, 2012). Different tree species have different amounts of carbon they can potentially sequester, but this is primarily based on mature height, longevity, and growth rate, and secondary carbon reductions such as energy conservation are a major component of the net CO₂ reduction (Nowak, Stevens, Sisinni, and Luley, 2002). To minimize CO₂ emissions and maximize CO₂ reductions, it is recommended to plant long-lived, fast-growing, low-maintenance tree species that are large when mature and well-suited to the site conditions, maintain trees to improve their survival and lifespan, minimize fossil fuel use in maintenance, use or landfill wood from dead or removed trees, and plant trees so as to maximize energy conservation (Nowak, Stevens, Sisinni, and Luley, 2002). Mulching trees that are dead or removed for other reasons results in rapid decomposition and return of sequestered CO₂ to the atmosphere, while using the same trees to create wood products (furniture, plywood, etc.) or putting them in established landfills will keep much more of the CO₂ sequestered (Nowak, Stevens, Sisinni, and Luley, 2002). Burying trees beneath a sufficient layer of soil also reduces the rate of decomposition significantly and presents a potential solution where reuse or landfilling is impractical (Zeng, 2008).



Figure 3-5: Visualization of Melbourne, Australia's potential for urban greening with street trees, parks, and green roofs (Source: Yale Climate Connections)

3.3 Economic Benefits of Trees

Many studies have shown that higher property values correlate with greater density of green space and tree canopy area, indicating that property owners in many areas are willing to pay more money for properties and residences in greener locations (Payton et al., 2008). Even in California, where property taxes are limited under Prop 13, a study of the Million Trees Los Angeles (MTLA) initiative indicated that if the proposed million trees were actually planted, the city could accrue benefits of between \$1.33-\$1.95 billion (depending on tree mortality rates), and that about 81% of these economic benefits would be derived from aesthetic/placemaking/well-being benefits (as measured by property sale prices), though these benefits were not discounted over time (McPherson, Simpson, Xiao, and Wu, 2011). Those benefits, on average every year, work out to between \$38 and \$56 per tree planted. Street trees result in direct savings through lower energy costs for citizens and people who work in the city with the trees. Street trees can reduce energy use significantly, even in difficult climates:

“In Chicago it has been shown that an increase in tree cover by 10%, or planting about three trees per building lot, could reduce the total energy for heating and cooling by US \$50–90 per dwelling unit per year. The present value of long-term benefits by the trees was... more than twice the present value of costs.” (Bolund and Hunhammar, 1999)

Several studies have found that between lower energy usage, deposition of air pollution, CO2 sequestration, stormwater runoff reduction, and property value increase, street trees provide economic benefits multiple times over their cost to install and maintain. A study in Lisbon, Portugal found a return to the City of about \$4-5 per \$1 spent on tree upkeep (Soares et al., 2011). A study out of Adelaide in Australia determined that the average street tree in the City provides roughly \$170 in net benefits per year (Killicoat, Puzio, & Stringer, 2002).

A study based in California examined data from almost a million street trees in 50 cities across the state; the 9.1 million street trees that exist in total in the state remove about 567,000 tons of CO2 per year, the equivalent of taking 120,000 cars off the roads, and the return on investment from ecosystem services provided, on average, is just under \$6 per \$1 spent on management (McPherson, Doorn, & Goede, 2016). A study of communities in the San Joaquin Valley, which includes McFarland, found that adding just two to three trees around homes in Fresno could result in savings of over \$100 annually on energy costs (McPherson, Simpson, Peper, and Xiao, 1999a). The same study found that urban trees in Sacramento County was effective at reducing ozone and PM10, reducing air temperatures, and reducing emissions from gasoline evaporation from vehicles, creating savings in multiple areas and for multiple stakeholders (McPherson, Simpson, Peper, and Xiao, 1999a). The estimated annual benefits of residential yard trees in the San Joaquin Valley were found to be about \$10 for a small tree (about 12 feet tall) ranging up to almost \$65 for large trees (40+ feet tall) (McPherson, Simpson, Peper, and Xiao, 1999a). Another study of single-family homes in Sacramento, California, with a climate quite similar to McFarland's, found that the average amount of shade provided by trees to the houses saved about 5% on electricity in the summer, and that one London Planetree like those in Figure 3-5 (*Platanus spp.*) planted on the west side of a house would reduce net

summertime carbon emissions from electricity use by 31% over 100 years (Donovan and Butry, 2009).



Figure 3-6: London Plane Tree (Platanus x hispanica) lining a path (Source: Architectural Plants)

A study of single family home sales in Portland, Oregon, found that the amount of canopy cover and the number of street trees fronting a house accounted for over \$8,000 dollars (about 3%) out of the total average selling price of a house, and that when comparing the increased property taxes to the amount spent by the City of Portland on tree management, the cost/benefit ratio for the City is almost 1:12 (about \$4.6 million spent for a ~\$54 million increase in property taxes) (Donovan & Butry, 2010). Even when looking at the potential costs related to trees breaking sidewalks and cracking pavement, researchers have found that the shading effects of trees typically help protect pavement more than the roots cause damage, depending on species, and the various economic benefits of the trees easily outweigh the costs of pavement repair either way (McPherson & Muchnick, 2005). These studies, spanning multiple countries, continents, and both hemispheres, show that street trees provide directly measurable economic benefits across multiple mechanisms and environmental service provisions.

Davis, California, a city west of Sacramento in Yolo County, is known for its urban forestry program. It had a population of about 70,000 as of 2018 and a very similar, but slightly cooler and wetter climate than McFarland. A study of Davis' street trees found that in Fiscal Year (FY) 1999, public street trees saved an estimated \$274k in reduced energy costs, \$279k in improved local air quality, \$102k in atmospheric CO₂ reductions, \$24k in stormwater management cost reductions, and over \$1m in increased property values for a total benefit package of \$1.7m

(Maco and McPherson, 2003). The City of Davis spent an estimated \$450k on their urban trees in FY 1999, including planting new trees, pruning, removing dead trees, treating diseases, and repairing sidewalk damage, giving a cost benefit ratio of approximately 1:3.8, meaning the community received \$3.80 worth of benefits for every \$1 spent on the trees (Maco and McPherson, 2003). A study of Modesto's urban forest for FY 1997-1998 found the City spent \$2.6m in exchange for total benefits of \$4.95m, a net benefit of just over \$2.3m (McPherson, Simpson, Peper, and Xiao, 1999b).

3.4 Summary of Benefits

A summary of the benefits of urban trees can be found in Table 1, based on the reviewed literature. The benefits are categorized as they are in the previous sections – Health/Social, Environmental, and Economic benefits, despite many of the benefits overlapping these groups significantly.

Table 1: Benefits of Urban Trees		
Health/Social	Environmental	Economic
Reduced anxiety and depression	Reduced fossil fuel use through energy conservation	Higher property values and property tax revenue
Reduced stress and fatigue	Reduced air pollution	Reduced expenses for repairing pavement
Reduced temperatures combat heat related illness and death	Habitat for wildlife, supporting biodiversity and ecosystem health	Lower costs for electricity/gas by shading/protecting buildings
Improved blood pressure	Carbon sequestration, net carbon reduction	Improved air and water quality, reducing need for more expensive measures
Improved mood and reduced salivary cortisol	Reduced urban heat island effect (UHIE)	

Urban trees provide a wide variety of benefits across multiple domains and interests. The myriad of health benefits suggests that urban forestry programs should be expanded to help improve public health, and it is currently unclear how much savings could be realized in terms of reduced healthcare costs and improved productivity. Planting more urban trees would improve the health of ecosystems in cities, providing habitat for wildlife, cooling areas affected by the urban heat island effect (UHIE), and reducing air pollution through absorption and energy conservation. Urban trees seem to be greatly beneficial economically, providing returns in multiples of the investment required and reducing costs for energy, air pollution removal, and road and sidewalk repairs. Examining the mechanisms that each of these benefits utilize can help determine ways to maximize them. For example, energy savings from shade on buildings can be maximized by placing trees in locations where they will block the intense sun of the mid-day and afternoon, and by increasing canopy size. Larger trees with more foliage absorb more

air pollutants, sequester more carbon, and provide more shade and stormwater runoff reduction. Overall, urban trees appear to provide benefits far beyond their costs, especially in hot places where shade can save significant amounts of energy.

4. Tree Selection

Careful consideration of tree species to be planted is necessary to ensure good compatibility of the trees with the environment they will be planted in. Given that specific benefits are desired from the planting of urban trees, such as those outlined in Chapter 3, those benefits should be focused on when selecting a palette of recommended trees. For example, if a city mostly desires shade and stormwater runoff benefits, then selecting trees with a wide and dense canopy to provide significant shade and capture rainfall would be best. Further, a variety of trees is necessary due to planting restrictions in certain areas, such as needing shorter and less invasive trees near utility poles or other overhead infrastructure. Each of the factors that must be considered in urban tree selection is examined in further detail in section 4.1. Diversity of trees is another important aspect of urban tree selection, as without diversity, much of a city's urban forest can be killed or stunted by just one or two pests or environmental conditions like drought. With diversity, some trees may die or not grow well, but the majority will likely survive and help to maintain a relatively healthy urban forest.

McFarland has a hot and dry climate, making drought tolerance and water use a major consideration in selection appropriate species. Branch strength and root damage potential are important factors to consider as well, as broken branches and root damage to other physical infrastructure can increase maintenance costs and present danger to the public. McFarland is in USDA hardiness zone 9 (minimum annual average temperature of 20 to 30 degrees Fahrenheit), and all trees suggested in section 4.3 are suitable for this zone. Every tree suggested is appropriate in loamy soils and many are also appropriate in clay and silty soils, and all the soils in McFarland are loamy soils.

4.1 Selection Criteria

4.1.1 Mature Size

Mature size refers to the maximum height of the tree at maturity, or when it has stopped growing vertically. Different species can vary significantly in height, and different heights are appropriate for different locations and conditions. For example, shorter trees of 25' or less are favored for planting near utility poles and other overhead infrastructure to avoid interference between lines and foliage, while taller trees are favored as specimen trees and for maximum provision of shade, stormwater runoff reduction, air pollution absorption, and carbon sequestration. Taller trees must generally be located further away from buildings than shorter trees, or be planted with adequate engineered soils and root barriers that support root growth away from buildings, sidewalks, and pavement, because their roots grow further out from their trunk than roots of shorter trees.

4.1.2 Canopy Size

Canopy size refers to the horizontal width of the tree's canopy of leaves at maturity. As with mature size, canopy size can vary greatly between species, from under 10' for some narrow or small trees up to 70' or more for larger trees. Canopy size affects how close a tree should be planted to buildings and other infrastructure, and it is the primary determinant of the amount

of shade provided by a tree alongside canopy density. Wider canopies are thus especially desirable for shade trees.

4.1.3 Growth Rate

Growth rate refers to how fast a tree grows vertically per year. Faster growth rates help generate more of the benefits of urban trees faster, by providing more shade and more biomass, but faster growth rates can also mean more maintenance requirements. Generally, a faster growth rate means a faster return on investment for the planting of a new tree.

4.1.4 Longevity

Longevity refers to the maximum number of years a tree can be expected to survive. Often urban trees do not survive for the maximum possible years, as their living conditions are much harsher than trees in forests or open spaces, but even so, choosing trees with longer lifespans means they will have to be replaced less often, reducing costs. Trees that live less than 20 years may not provide a net benefit, and new trees need to be irrigated much more frequently than established trees, so it is best to plant trees that will live as long as possible.

4.1.5 Biogenic Volatile Organic Compound (BVOC) Emissions

Trees produce volatile organic compounds (VOCs) which interplay with other air pollutants and can make air quality worse by contributing to smog formation. Trees also absorb air pollutants and sequester CO₂, and the cycle and balance of these pollutants is complicated. In general, planting trees with lower BVOC emissions will lead to greater total emissions reductions and less risk of exacerbating existing air quality issues like those of the San Joaquin Valley Air Basin. However, tree emissions are relatively low compared to sources like vehicles, so even a tree with high BVOC emissions, if it lives long enough, will create a net air quality benefit.

4.1.6 Drought Tolerance

McFarland's climate is hot and dry, with limited precipitation concentrated primarily in the winter. California in general experiences cyclical droughts, which may be intensified or extended by climate change. Thus, drought tolerant trees are preferred, as they are more likely to survive with less water, and typically require less irrigation to establish successfully. Water is a valuable resource in the Central Valley, due to its scarcity and use in agriculture, so maximizing water efficiency of urban trees is a very high priority. Not every tree has to be drought tolerant, as irrigation will often be installed anyway, but the greater proportion of trees that are drought tolerant, the greater proportion that will weather periods of extended drought. As with longevity, more drought tolerant trees reduce costs over time related to maintenance and replacement.

4.1.7 Soil Texture

Soil texture is classified as one of three types or a mixture thereof: clay, loam (silt), and sand, depending on the physical composition of the soil. Different soil textures affect how well plants grow, and some plants are not well suited to growing in certain types of soil. McFarland's soils are all loams, and all suggested trees are suitable for loamy soils, with many also being appropriate for two or all three textures of soil.

4.1.8 Branch Strength

Branch strength refers to the resistance of branches to breaking and falling from the tree. Branches that fall from trees can damage utility infrastructure, buildings, fences, and other

structures, block roads and sidewalks, and can also present a danger to people. Branches must be pruned occasionally, and trees with weaker branches will have to be monitored and pruned more closely and more often, increasing costs.

4.1.9 Root Damage Potential

Roots from trees can damage various parts of other urban infrastructure. For example, roots can cause sidewalks to raise up or “heave”, creating cracks and uneven surfaces, which can be dangerous or even make the sidewalk impassable. Roots can also cause damage to asphalt surfaces, and they can damage underground utility lines, especially water and sewer mains, with the incredible pressure they can apply over time.

4.1.10 Fire Resistance

Wildfire is a recurring hazard in California. McFarland is fortunate to be in an area with a very low risk of wildfire, so fire resistance is not a factor of great concern, but it is still essential to keep in mind to avoid creating unnecessary risk where it did not exist before. Fire resistant trees are able to survive many fires and are less likely to contribute to the spread of a fire, whereas trees with unfavorable resistance may have flammable sap, be especially vulnerable to death from fire, or have branches or foliage that create a high risk of spreading fire.

4.1.11 Allergenicity

Some trees produce pollen and other chemicals that can cause allergic reactions in some people. This factor is important to keep in mind for planting trees in locations with many children, such as near schools or daycares. Minimizing the number of allergenic trees in such locations, and not creating excessive concentrations of allergenic trees in new planting areas, will help reduce frequency and intensity of allergic reactions.

4.1.12 Toxicity

Some trees produce toxic seeds or other botanical parts that can cause health issues if consumed or touched. Toxicity is thus to be avoided as much as possible. Out of the trees suggested for McFarland in section 4.3, only two are toxic, and they are both oaks, where the acorns and leaves can be toxic in large quantities. This means the risk to humans is relatively low, as eating a large quantity of acorns or leaves is neither easy nor pleasant, with the risk to cattle and other foraging livestock animals being higher.

4.1.13 Wildlife Attracted

Some trees provide habitat, food, or other resources for various wildlife species. This is typically a desirable aspect of urban trees, as trees encourage a healthy diversity of wildlife which people often enjoy watching and interacting with. In some cases, attraction of bees to a given area may not be desirable, such as in interior areas of playgrounds or schools.

4.1.14 Suggested Uses

Suggested uses for each tree are described in categories:

- Screen trees have dense foliage and provide visual separation between areas
- Specimen trees are typically either very large at maturity or have some other aesthetic value such as unique color or attractive habit that makes them visually arresting
- Riparian trees are suitable for planting along bodies of water
- Buffer strip trees are typically used near agricultural lands to protect soil and water quality and reduce erosion

- Street trees vary in size, but are typically visually attractive, provide moderate to significant shade, and grow relatively well in the stressful conditions along roadsides or in medians
- Shade trees typically have dense and wide canopies, are often tall, and are planted primarily to provide shade for streets, sidewalks, and/or buildings

These suggestions are just that, suggestions, and do not mean that different species cannot be used for other purposes as appropriate.

4.2 Tree Diversity

Different species, genera, and families of trees have different levels of susceptibility to different diseases, pests, and stressors. A community with only one species of tree would find itself with a 100% tree mortality rate if any pest, disease, or stressor that affected that tree came to the area, a complete devastation of the urban forest. A community with only one of each species of tree spread out across genera and families would have a very hard time finding enough appropriate trees, and would look very strange at a visual level, but would likely have very little issue with most pests and diseases and be completely protected from mass die-off of trees.

Tree diversity is therefore a balancing act, not having too many of one species or genera of tree while also not having such a wide variety that maintenance and watering becoming excessively complicated. Many cities in recent history have had too many of one species or genera, leading to major tree die-offs to pests and diseases such as the Emerald Ash Borer and chestnut blight. This had led to the development of rules of thumb for tree diversity, such as the 10-20-30 rule adopted by, for example, the City of Thousand Oaks, California's Forestry Master Plan and the City of Longview, Washington's Urban Forest Maintenance and Management Plan, which means no more than 10% of all trees should be one species, no more than 20% of trees from the same genus (e.g. *Quercus* or oaks), and no more than 30% of trees from the same family (e.g. *Pinaceae* or pines). The City of Alameda, in its Master Street Tree Plan, has adopted an even stricter rule of 5% maximum for species, 10% maximum for genus, and 15% maximum for family. This creates greater diversity but is even harder to adhere to than the 10-20-30 rule and requires significant resources to be invested in keeping track of the urban forest. It is still better than the 10-20-30 rule, but in McFarland's case, a 5-10-15 rate is likely to be an aspirational goal for future plans, after time has passed to allow for a full tree inventory and for experience to be gained with urban forest management.

McFarland, at a minimum, should adopt the 10-20-30 rule of thumb to be applied at a city-wide level. The implementation of this can vary, however. For example, many cities like to plant a few types of trees together in one area to create a cohesive visual appeal. This can conflict with strict adherence to the 10-20-30 rule in some cases. The best option is an adaptive management style that generally seeks to follow the 10-20-30 rule, but which allows for reasonable exceptions in order to achieve other outcomes first, such as creating an avenue with just two or three tree species planted alongside it to create a unique and distinctive part of the

city. Additionally, to follow the rule, a full tree inventory should be completed to find out what the current state of McFarland's urban forest is, and what should be planted going forward.

4.3 Recommendations

What follows is a list of recommended tree species for the City of McFarland. Common and scientific names, as well as genus and family, are included, as are botanical details such as size and growth rate as well as justification for choosing each species. Given the explanations of the criteria listed above, it should be reasonably clear even without explanation why each tree was selected. Every tree listed can grow in USDA hardiness zone 9, and is appropriate for loamy soils, which comprise all soils in and around McFarland. This list can be viewed in spreadsheet form, with all botanical details and characteristics relevant to selection included, in Appendix 1. This is not an exhaustive list of species that could be appropriate for McFarland; many other species not listed may be excellent choices depending on their characteristics. Images are all obtained from Cal Poly's Urban Forest Ecosystems Institute's Selectree website.

African Fern Pine (*Afrocarpus falcatus*), family Podocarpaceae



The African Fern Pine is a large tree often used as a specimen tree. It is a long-lived tree that grows at a moderate rate. It is moderately drought-tolerant and requires moderate irrigation. It is neither allergenic nor toxic, has low root damage potential, and low BVOC emissions. It is a visually striking tree at maturity, reaching a great height and adopting a pleasing rounded canopy shape. This combination of factors makes it an attractive tree with few major issues for cities that would provide an excellent specimen tree option for McFarland.

Aleppo Pine

(*Pinus halepensis*), family Pinaceae

The Aleppo Pine is a large, fast-growing species of pine. It is long-lived, drought-tolerant, and has low irrigation requirements. It has strong branches and moderate potential for root damage. It is allergenic but not toxic. It attracts birds and squirrels and is best used as a specimen or shade tree. Its low water needs, drought tolerance, and longevity make it an appropriate choice for McFarland.



Atlas Cedar (*Cedrus atlantica*), family Pinaceae



The Atlas Cedar is another very large, long-lived tree species. It is drought tolerant and requires little irrigation, with moderate branch strength and root damage potential. It is not allergenic or toxic and grows at a slow to moderate rate. It is the only tree species on the list which is described as unfavorable in terms of fire resistance. It is best used as a screen or street tree. It requires significant space to grow to its maximum potential. The longevity, drought tolerance, and low water use, combined with a lack of major disadvantages, make it a good choice for McFarland.

Australian Willow (*Geijera parviflora*), family Rutaceae

The Australian Willow is a small to moderate size tree, with a fast growth rate and medium longevity. It is drought-tolerant and requires moderate to little irrigation. It has medium branch strength and low root damage potential, is not allergenic or toxic, and attracts bees. It is best used as a screen or street tree. The drooping habit of its leaves creates a unique visual appeal with dense shade. Its water requirements and lack of major disadvantages makes it a good choice for urban forests in climates like McFarland's.



Cajeput Tree (*Melaleuca quinquenervia*), family Myrtaceae



The Cajeput tree is a small to moderate sized tree with a moderate growth rate. It is long-lived, with high BVOC emissions, moderate branch strength, and low root damage potential. It is drought-tolerant and requires little irrigation. It can be allergenic, but not toxic, and is attractive to bees and birds. It is best used as a screen or riparian tree. Its water requirements, longevity, low root damage potential, dense foliage for shade, and wildlife attraction make it an appropriate choice for McFarland.

California Ash (*Fraxinus dipetala*), family Oleaceae

The California Ash is a typically small to moderate sized tree with a moderate growth rate, medium-high longevity, and low BVOC emissions. It is native to California, drought-tolerant, and has low irrigation needs. It has medium to strong branches, low root damage potential, and is fire resistant. It is allergenic but not toxic, attracts birds, and is best used as a screen tree. The low water requirements, strong branches, and fire resistance make it a very attractive tree for a city like McFarland.



Chisos Oak (*Quercus canbyi*), family Fagaceae



The Chisos Oak is a moderately sized tree with a moderate growth rate and high longevity. It has high BVOC emissions, is very drought-tolerant, and has moderate to low irrigation requirements. It has strong branches, low root damage potential, and is not allergenic or toxic, while also attracting birds and squirrels. It is best used as a street tree or shade tree. Its water requirements, strong branches, and lack of disadvantages make it a great tree for McFarland's needs.

Chinese Hackberry (*Celtis sinensis*), family Cannabaceae

The Chinese Hackberry is a large, long-lived tree with a moderate growth rate and low BVOC emissions. It is drought-tolerant and has low irrigation needs, with moderate branch strength and root damage potential. It is allergenic, but not toxic, and attracts birds. It is best used as a specimen tree, a street tree, or shade tree. Its low water requirements and lack of major disadvantages in other criteria make it a good choice for McFarland.



Chinese Pistache (*Pistacia chinensis*), family Anacardiaceae



The Chinese Pistache is a small to medium sized, long-lived tree with a low to moderate growth rate and moderate BVOC emissions. It is drought-tolerant and has low irrigation needs, with strong branches and low root damage potential. It is allergenic, but not toxic, and attracts birds. It is best used as a screen tree or a street tree and is a very popular street tree in many parts of California. It is an attractive tree with leaves that change colors in the fall. As with the previous trees, its water requirements and lack of major disadvantages in other criteria make it a good choice for McFarland.

Crape Myrtle (*Lagerstroemia indica*), family Lythraceae

The Crape Myrtle is a small to moderate sized, long-lived tree with a low to moderate growth rate and negligible BVOC emissions. It is drought-tolerant and has moderate irrigation needs, with moderately strong branches and low root damage potential. It is neither allergenic nor toxic and attracts birds. It is best used as a screen tree. Its drought tolerance, low BVOC emissions, and lack of major disadvantages in other criteria make it appropriate for McFarland.



Desert Museum Palo Verde (*Parkinsonia* x '*Desert Museum*'), family Fabaceae



The Desert Museum Palo Verde is a small, fast-growing, long-lived tree with moderate BVOC emissions. It is drought-tolerant and has low irrigation needs, with moderately strong branches and low root damage potential. It is neither allergenic nor toxic. It attracts bees and has fragrant yellow flowers. It is best used as a screen, specimen, or street tree, and its small size makes it a utility friendly tree. Its drought tolerance, low BVOC emissions, lack of allergenicity and toxicity, attractive flowers, and attraction for bees make it an excellent choice for McFarland.

Desert Willow (*Chilopsis linearis*), family Bignoniaceae

The Desert Willow is also a small to moderate sized, fast-growing, long-lived tree with moderate BVOC emissions. It is native to the deserts of California, Texas, and Mexico, and is drought-tolerant and has low irrigation needs just like the Desert Museum Palo Verde, with moderately strong branches and low root damage potential. It is neither allergenic nor toxic and attracts bees. It is best used as a screen tree.

Its attractive and unique appearance, drought tolerance and low irrigation needs, lack of allergenicity and toxicity, and attraction for bees make it an excellent choice for McFarland.



Evergreen Pear (*Pyrus kawakamii*), family Rosaceae



The Evergreen Pear is also a small to moderate sized, fast-growing, long-lived tree, but with low BVOC emissions. It is not drought-tolerant, one of only three species listed here that is not, and has moderate irrigation needs, with moderately strong branches and low root damage potential. It is neither allergenic nor toxic and attracts birds. It is best used as a screen tree. It is an attractive tree with distinct white flowers. It would be best suited for landscapes which already receive regular water, or which will receive regular water once constructed.

Goldenrain (Golden Rain) Tree (*Koelreuteria paniculata*), family Sapindaceae

The Golden Rain Tree is a moderate sized, long-lived tree with a slow growth rate and high BVOC emissions. It is drought-tolerant and has moderate irrigation needs, with moderately strong branches and low root damage potential. It is allergenic but not toxic and is smog tolerant. It is best used as a screen or street tree. Its drought tolerance, smog tolerance, attractive foliage and yellow flowers, dense shade, and lack of major disadvantages in other categories make it an appropriate choice for McFarland.



Holly Oak (*Quercus ilex*), family Fagaceae



The Holly Oak is a moderate to large sized, long-lived tree with a slow to moderate growth rate and high BVOC emissions. It is not drought-tolerant but has low irrigation needs. It has strong branches and low root damage potential. It is allergenic and toxic, and thus care should be exercised if placing it near schools or playgrounds. It is best used as a street tree. Its attractive shape, dense shade, and low irrigation needs make it an appropriate choice for limited uses in McFarland.

Italian Stone Pine (*Pinus pinea*), family Pinaceae

The Italian Stone Pine is a moderate to large sized, long-lived tree with a fast growth rate. It is drought-tolerant and has low irrigation needs. It has weak branches and low root damage potential. It is allergenic but not toxic and attracts birds and squirrels. It is best used as a specimen, shade, or street tree. Its unique foliage flattens and broadens with age to create an unusual visual appeal and providing shade while allowing a relatively unobstructed view from even second story windows. Its drought tolerance, low irrigation needs, attractive mature form, and significant provision of shade make it a good option for various uses within McFarland.



Lemon Bottlebrush (*Callistemon citrinus*), family Myrtaceae



The Lemon Bottlebrush is a small, moderate- to long-lived tree with a fast growth rate. It is drought-tolerant and has low irrigation needs, with high BVOC emissions. It has moderately strong branches and low root damage potential and is favorable for its fire resistance. It is allergenic but not toxic. It attracts bees and birds. It is best used as a screen or street tree. Its flowers are attractive red bottlebrush shapes. Its drought tolerance, low irrigation needs, attractive flowers, and provision of dense shade make it a good option for various uses within McFarland.

London Plane Tree (*Platanus x hispanica*), family Platanaceae

The London Plane Tree is a very large, long-lived tree with a fast growth rate. It is moderately drought-tolerant and has moderate irrigation needs, with high BVOC emissions. It has strong branches and is the only recommended tree with high root damage potential. The London Plane Tree is favorable for its fire resistance. It is allergenic but not toxic and attracts bees. It is best used as a towering street tree. It is one of the most popular street trees in the state of California, and is overplanted in many areas, but it remains a good choice for its ability to provide significant shade while allowing sunlight through in winter as it is deciduous, losing leaves in the fall.



Marina Madrone (*Arbutus 'Marina'*), family Ericaceae



The Marina Madrone is a moderate sized, long-lived tree with a moderate growth rate. It is drought-tolerant when established and has low to moderate irrigation needs. It has strong branches and low root damage potential. It is neither allergenic nor toxic and attracts birds. It is best used as a screen or street tree. It is an attractive tree with unusual reddish bark and pink-red flowers. Its drought tolerance, low to moderate water needs, strong branches, and lack of allergenicity and toxicity, on top of its attractive appearance, make it an excellent choice for McFarland.

Pindo Palm (*Butia capitata*), family Arecaceae

The Pindo Palm is a small, moderate- to long-lived tree with a slow to moderate growth rate. It is drought-tolerant and has moderate irrigation needs. It has strong branches and low root damage potential. It is slightly allergenic but not toxic and attracts mammals. It is best used as a specimen, buffer strip, or street tree. Its small stature is unusual for a palm tree, and the Pindo is utility friendly due to its limited height. Its utility friendliness combined with its drought tolerance and strong branches make it a good option for placement under utility lines or other overhead infrastructure in McFarland.



Shoestring Acacia (*Acacia stenophylla*), family Fabaceae



The Shoestring Acacia is a small to moderate sized, moderate- to long-lived tree with a fast growth rate. It is drought-tolerant and has low irrigation needs. It has weak branches and low root damage potential. It is allergenic but not toxic and attracts birds. It is best used as a specimen or street tree. It has unusual narrow, linear leaves and has a weeping habit, giving it a unique visual appeal. It provides light shade, and its attractive appearance and drought tolerance make it a good option as an ornamental urban tree for McFarland.

Strawberry Madrone or Strawberry Tree (*Arbutus unedo*), family Ericaceae

The Strawberry Madrone or Strawberry Tree is a small to moderate sized, long-lived tree with a slow to moderate growth rate and low BVOC emissions. It is drought-tolerant and has low irrigation needs. It has weak branches and low root damage potential. It is allergenic but not toxic and attracts birds. It is best used as a specimen or street tree. It has white to pink flowers and orange to red fruit, giving it a unique visual appeal and its name. It provides light shade, and its attractive appearance and drought tolerance make it a good option as an ornamental urban tree for McFarland.



Toyon (*Heteromeles arbutifolia*), family Rosaceae



The Toyon is a small, long-lived, California native tree with a slow to moderate growth rate and low BVOC emissions. It is drought-tolerant and has low irrigation needs. It has moderately strong branches and low root damage potential. It is neither allergenic nor toxic and attracts bees and birds. It is best used as a screen tree, and it is utility friendly given its small stature. It has attractive red berries, white flowers, and leaves with a distinctive ridged edge. Its small size makes it a good option for planting near utility infrastructure, supported by its drought tolerance, low irrigation needs, and wildlife friendliness without any allergenicity or toxicity.

Tulip Tree (*Liriodendron tulipifera*), family Magnoliaceae

The Tulip Tree is a very large, long-lived, and fast-growing tree with moderate BVOC emissions. It is one of the three trees in this list that is not drought-tolerant, and it is the only tree that has high irrigation needs. Its branches are moderate to strong, and the tree has moderate root damage potential. It is allergenic but not toxic and attracts birds. It is best used as a specimen, shade, or street tree. It has fragrant bark and flowers, with attractive yellow flowers and color changing leaves. It should only be used in locations where regular water is already being provided or would be provided anyway and should be limited in number.



Valley Oak (*Quercus lobata*), family Fagaceae



The Valley Oak is another California native, a massive, long-lived, and fast-growing tree with moderate BVOC emissions. It typically reaches 50 to 70 feet tall but can reach over 150 feet and at maturity has a very wide canopy, typically around 50 feet but with the potential to reach about 100 feet across. It is moderately drought-tolerant with low irrigation needs. Its branches are moderate to strong, with moderate root damage potential. The Valley Oak is favorable for its fire resistance. It is allergenic and toxic and attracts birds and squirrels, so care should

be taken when choosing locations and schools and playgrounds should be avoided. It is best used as a specimen, riparian, or shade tree. It has fragrant bark and flowers, with attractive yellow flowers and color changing leaves. It should only be used in locations where regular water is already being provided or would be provided anyway and should be limited in number.

Weeping Bottlebrush (*Callistemon viminalis*), family Myrtaceae

The Weeping Bottlebrush is a small, long-lived, and fast-growing tree with high BVOC emissions. It is drought-tolerant with moderate irrigation needs. Its branches are moderately strong, and it has low root damage potential. It is favorable for its fire resistance. It is allergenic but not toxic and attracts bees and birds. It is best used as a screen or street tree, and its short height make it a utility friendly tree when pruned regularly. It is a very attractive tree with bright red flowers and a pleasant weeping habit. Its attractiveness combined with drought tolerance, fire resistance, and lack of disadvantages besides allergenicity make it a good choice for use in McFarland.



5. Tree Location

Deciding where best to put trees is a process that occurs alongside tree selection. The desired outcomes of planting urban trees affect what tree should be planted where. For example, one of the major benefits of urban trees discussed in Chapter 3 is provision of shade. Shade helps keep buildings cool in hot weather, reduces evaporative emissions of cars, reduces strain on air conditioners, saves money and reduces emissions by reducing energy used for air conditioning, helps extend the life of pavement and sidewalks, and helps reduce temperatures in urban areas to combat the urban heat island effect (Bolund and Hunhammar, 1999; Donovan and Butry, 2009; Heisler, 1986; McPherson & Muchnick, 2005; McPherson, Simpson, Peper, and Xiao, 1999a; Pincetl, Gillespie, Pataki, Saatchi, and Saphores, 2012). Locating trees to create shade requires consideration of the position of the sun, orientation of buildings and streets, potential interference with utilities, height and canopy size of trees, and availability of right-of-way (the land owned and controlled by the city or county, typically including the street, sidewalk, and planting buffers or medians). Other desired benefits require other considerations, such as stormwater runoff reduction, which is best achieved with large trees with wide canopies and stormwater infrastructure that directs stormwater to bioswales and retention basins that incorporate trees, providing stormwater runoff reduction, stormwater quality improvement, and free irrigation of trees. All of this requires money and space to construct, creating a balancing act of land use allocation which often leaves landscaping and trees as an afterthought installed purely to comply with local ordinances. However, by recognizing the benefits and cost savings that can be achieved with substantial and well-managed tree presence, as well as by providing appropriate guidance for developers, cities can encourage the growth of dense, healthy, diverse urban forests.

5.1 Location Considerations

Various factors must be considered at the micro (individual level) and macro (group level) scales. Every individual tree that is planted must be considered in context of the site, and at a larger scale, there are many general principles that will help maximize benefits and reduce conflicts with utilities and infrastructure. Additionally, a city might wish to create distinct neighborhoods or zones which have different palettes of trees, adding unique atmosphere and visual appeal. The following sections detail both micro and macro considerations for the context of McFarland.

5.1.1 Shade

Shade is one of the primary desirable outcomes obtained from planting trees in urban areas. Sunlight helps trees grow, whereas sunlight on buildings heats them, creating a greater need for cooling. In climates that are sunny and hot for much of the year, such as the climate of McFarland, shade trees can provide significant cooling benefits, reducing temperatures and electricity used for cooling. One study of Central Valley homes found reductions in interior air temperatures of 2 degrees Fahrenheit for insulated houses and up to 6 degrees Fahrenheit for uninsulated houses that were completely shaded by trees, presenting an opportunity for significant savings on electricity costs associated with air conditioning through the planting of shade trees near occupied and climate controlled buildings (Heisler, 1986). In winter, sunlight on the home is desirable when average temperatures are low, as in McFarland. Deciduous trees

lose their leaves in fall, reducing their shading of buildings and thus allowing more heating from sunlight. Evergreen trees retain their leaves throughout the year, meaning they provide the same shade in summer and winter, requiring attention to the location of planting and the angle of the sun in summer (higher in the sky) and winter (lower in the sky).

In the San Joaquin Valley in midsummer, the sun rises and shines on the northeast and east sides of buildings in the morning, passes overhead slightly to the south at mid-day, and shines on the west and northwest sides of buildings in the afternoon until sunset (McPherson, Simpson, Peper, and Xiao, 1999a). Temperatures are highest in the early to mid-afternoon, when the sun is still shining intensely, and heat has built up over the course of the day. Therefore, shading the west and northwest sides of buildings is most important to provide the maximum shade benefits, followed by the east and northeast sides (McPherson, Simpson, Peper, and Xiao, 1999a). In winter, the sun is lower in the sky to the south, so trees should not be planted to the south in such a way that they block potential heat gain that would be desirable in winter. Heat gain from sunlight is the greatest when it passes through windows, so shading windows is the priority in summer followed by roofs and walls. Trees should be planted so that their crowns at adolescence and/or maturity shade the building, meaning the height of the tree and the distance from the house must both be accounted for. Shading pavement, patios, concrete pads and driveways, and any other surfaces with dark colors or where people congregate also provides significant benefits to average temperatures and improves comfort. Shading air conditioners can reduce their energy use, given that care is taken not to plant anything so close that it would interfere with airflow (McPherson, Simpson, Peper, and Xiao, 1999a). A set of general principles to maximize shade benefits from urban trees follows:

- Shade the west and northwest sides of buildings, followed by the east and northeast.
- Avoid shading the south sides of buildings to retain heat gain in winter; use deciduous trees. Plant near the house and prune lower branches to maximize summer shade and minimize winter shade.
- Shade windows when possible, but any building surface works.
- All else being equal, larger trees provide more shade than smaller trees. Where space allows, larger trees should be planted to maximize benefit to cost ratios.
- Plant trees no closer than 10 feet from buildings. Preferably, plant trees about 25-50 feet away from buildings for shade purposes depending on the mature height of the trees. Use columnar trees if shade is desired with limited space away from a building.
- Shade air conditioners without obstructing airflow.
- Avoid planting trees near overhead or underground utilities whenever possible. Choose short trees that are no more than 20-25 feet tall at maturity if trees must be planted within about 20 feet of overhead utilities.
- Shading parked cars reduces evaporative emissions, so parking lots should be covered with combinations of tree canopy, shade structures, and/or solar carports.
- Shading pavement with trees provides a net benefit when accounting for the costs associated with root damage (McPherson and Muchnick, 2005).

For shading of pavement and streets, trees should be planted in medians and on the sides of roads. For streets oriented north-south, plant trees on the east and west sides, and for streets oriented east-west, plant moderately sized to tall trees on the south side primarily to maximize summer shade and minimize winter shade.

5.1.2 Parking Lots

Parking lots present an excellent opportunity to reap the benefits of shade from trees. Shading pavement and parked cars helps to reduce air temperatures and evaporative emissions from engines (McPherson, Simpson, Peper, and Xiao, 1999a). Many cities require that a certain percentage of parking lot surface area be shaded by a certain date after construction to allow time for trees to grow. The City of Davis, for example, requires that 50% of paved parking lot surfaces be shaded with tree canopies within 15 years of the issuance of the building permit (McPherson, Simpson, Peper, and Xiao, 1999a). Other cities require one tree per a given number of parking spots. Trees in parking lots typically do not grow to their maximum potential due to compaction of soils and lack of favorable temperature and moisture regimes. Ideally, trees should be planted in long stretches of soil, with engineered soils or subsoil structures to support root growth to allow for maximum usable soil volume. The fact that trees grow best with this setup of connected soil also lends itself to Low Impact Development (LID), which directs stormwater into swales and other structures with plants and rocks to settle, retain, clean, and infiltrate stormwater instead of sending it down gutters, wasting it and requiring it to be dealt with downstream. Combining trees with green stormwater infrastructure in this way takes advantage of winter rainfall to irrigate trees, while also providing all the benefits associated with reduced stormwater runoff and improved runoff quality. Bioswales with established vegetation, including trees, can reduce runoff pollutant levels by over 90% while also reducing air



Figure 5-1: Low Impact Development - a bioswale receiving stormwater runoff from a streetscape (Source: State College of Pennsylvania)

temperatures, improving property values, and reducing flooding risk, which has been identified as an issue in east McFarland particularly (Xiao, McPherson, Zhang, Ge, and Dahlgren, 2017; Background Report, 2019, p. 117). An example of LID can be seen in Figure 5-1.

However, care must be taken in both the establishment of any ordinances and in their enforcement. In Sacramento, a study of 15 parking lots found that they had many vacant spots even at peak use hours, and that they would provide only about half the required shade (27% versus 50% coverage) 15 years after construction. This lack of shading resulted in a projected \$2.2m worth of potential benefits lost (McPherson, 2001). Parking lots are suboptimal environments for tree growth and size maximization due to soil compaction, pollution from runoff, and high temperatures. However, various measures and principles can be utilized to maximize tree growth, survival, and minimize costs (adapted from McPherson, 2001):

- Reduce parking minimums to reduce unnecessary parking spaces and paved areas. Encourage use of one-way aisles and shared and angled parking to reduce overall paved area required.
- Use LID measures such as bioswales, pervious pavement, retention basins, and others to reduce stormwater runoff, improve runoff quality, and irrigate trees. These methods also usually provide improved soil volume for better tree growth.
- Require tree wells and islands to be at least 4x4 feet for small trees (<25ft), 6x6 feet for medium sized trees (25-45ft), and 8x8 feet for large trees (>45ft). These are bare minimums – more area will be better for the trees and allow them to grow larger and faster. Seek maximization of continuous soil volume with strips and islands instead of cutouts.
- Require that soil in tree wells and islands be excavated to a depth of at least 4 to 6 feet. Some cities have adopted minimum soil volume requirements to encourage growth of large, healthy trees; this may be a good choice for McFarland. Typical minimum soil volumes are 400-600 cubic feet of rootable soil volume for small trees and 1,500 cubic feet for larger trees, with more being better (Minnesota Pollution Control Agency, 2014).
- Take advantage of open spaces with uncompacted soils. Planting trees in an open grassed area next to a sidewalk is better for the trees, and less expensive, than planting trees in cutouts in the sidewalk (Gilman, 2015).
- Require use of engineered soil mixes or subsoil structures in tree wells and islands to keep soil from becoming compacted when constructing new parking lots.
- Require businesses to irrigate, prune, and otherwise care for trees in their parking lots on a regular basis. Enforce a minimum level of irrigation and care. Require replacement of dead trees within a given period of time.
- Require lights to be placed in such a way that they will not require excessive pruning of trees to prevent blocking of light.
- Remember to retain species diversity to prevent complete loss. Require that no more than 25% of trees in a given lot be of the same species. Direct developers to use appropriate tree species that are less common in McFarland to promote city-wide diversity.

- Specific tree spacing requirements should be developed with advice from a professional arborist.
- Allow and encourage construction of solar carports on top of parking lots. These provide more shade than would likely ever be provided by trees alone. If a project involves installation of solar carports, allowance should be made for it to have fewer trees than would normally be required due to the space taken up by the solar panels.
- Remind developers that higher upfront capital costs are exchanged for savings over time related to energy use, stormwater runoff reduction and quality improvement, and improved property values. An incentive program for stormwater infrastructure with high tree density and low irrigation requirements should be explored, allowing more area to be built on or allowing more units to be built, depending on the project.

5.1.3 Windbreaks

Trees located near buildings provide windbreaks, which can help reduce heat loss in winter, though it can also prevent some wind cooling in summer (Heisler, 1986). Windbreaks can potentially provide up to a 10 to 12% savings in heating fuel for typical frame houses, though this can vary significantly depending on local climate and individual orientation of trees and buildings (Heisler, 1986). This consideration is much less important than provision of shade for McFarland, as cooling is a much greater demand than heating over the course of a year, but it is still worth keeping in mind. Wind direction is mostly evenly distributed during the winter months in McFarland, with a slightly higher proportion of wind blowing from the south (Weather Spark, 2020). Since trees are recommended to be planted to the west and east of buildings to provide the maximum shade benefits over the course of the year, and shade benefits in McFarland's climate have much greater potential for savings than windbreak benefits, little consideration of windbreaks is necessary.

5.1.4 Sidewalks and Tree Wells

As explained in Chapter 3, street trees provide a wide variety of benefits to the public, including psychological and physiological health benefits, shade, reduced air temperatures, more attractive scenery, and better air quality, on top of other economic and environmental benefits. Trees encourage travel by walking and beautify urban spaces, and McFarland has recognized this, having conducted multiple projects over the past several years involving tree planting and streetscape improvement throughout the City. Planting trees along sidewalks like those in Figure 5-3, typically in structures referred to as tree wells, provides shade for pavement and pedestrians and making the street a more pleasant place to be, especially in the summer when temperatures are high and the sun shines intensely.



Figure 5-2: Japanese Pagoda Trees on East 2nd Street in New York City (Source: Gordon Price)

Tree wells are cutouts in sidewalks and planting strips along roads or other paved or concrete surfaces where trees grow. Tree wells are often undersized and result in poor tree growth or damage to the tree or sidewalk, as in Figure 5-3. The tree in Figure 5-3 also has a metal tree well grate around it, which restricts growth and girdles trees as they become larger, damaging their trunks. Ideally, tree wells should be combined into planting strips that allow maximum soil volume to be shared between trees, in addition to encouraging improved soil moisture regimes.



Figure 5-3: Tree well with metal grate raised by root growth in Richmond, VA (Source: SeeClickFix)

Tree grates are not necessary and can be harmful to trees, so they should be replaced with pavers, bricks, assorted rocks, granular ground cover like decomposed granite or stone dust, or nothing but mulch (Gilman, 2015). These types of cover allow for movement and modular replacement instead of poured concrete slabs which are invasive and expensive to replace.

There are many techniques and technologies that can be used to allow roots to grow around or under sidewalks and paved surface, including root channeling, use of engineered soils, use of pavers, reinforced concrete to resist cracking, and others (Gilman, 2015). Recommendations for planting trees in and around sidewalks and tree wells/islands follow:

- Preferentially plant trees in open spaces (i.e. areas not covered by pavement, sidewalks, or buildings) rather than in sidewalk cutouts to increase available soil volume and reduce installation costs.
- As with parking lots, require tree wells in sidewalks to be 4x4 feet minimum for small trees, 6x6 feet minimum for medium sized trees, and 8x8 feet minimum for large trees, with these being minimums and larger sizes being better. Encourage project design to create areas of continuous open soil for trees.
- Require space around trees in wells/islands to be left open or to use a permeable groundcover such as gravel, mulch, decomposed granite, or grass. Do not allow tree grates to be used.
- Encourage use of engineered soil mixes, subsoil structural supports, root channeling, and other techniques as appropriate for proposed projects to increase rootable soil volume and prevent tree growth stunting and premature death.
- Require trees planted within 15-20 feet of overhead utilities to have a maximum height of 25' to minimize interference. Utility companies are typically responsible for pruning trees near utility lines, though it benefits cities to have less risk of power outages and infrastructure damage, and this pruning should be performed as often as necessary to keep trees healthy and away from utility lines.
- If sidewalks become damaged, avoid cutting tree roots at all costs, by bridging with metal pieces, rerouting the sidewalk, or replacing the surface with gravel or rock dust. If roots need to be cut, the tree should typically be removed completely to avoid risk of toppling during high winds.

5.1.5 Industrial and Commercial Areas

Industrial and commercial areas should follow all the guidelines mentioned in the previous sections. In general, some commercial and most industrial uses have large parcels which can accommodate very large trees in their site design. Planting of large trees should be required as part of project planning, following all principles previously mentioned such as allowing plenty of soil volume, grouping trees in strips or islands instead of cutouts, and allowing stormwater from impervious surfaces (e.g. parking lots and roofs, etc.) to be directed into vegetated swales with as many trees as space allows.

5.2 Summary of Recommendations

5.2.1 Shade

- Shade the west and northwest sides of buildings, followed by the east and northeast.
- Avoid shading the south sides of buildings to retain heat gain in winter; use deciduous trees. Plant near the house and prune lower branches to maximize summer shade and minimize winter shade.
- Shade windows when possible, but any building surface works.

- All else being equal, larger trees provide more shade than smaller trees. Where space allows, larger trees should be planted to maximize benefit to cost ratios.
- Plant trees no closer than 10 feet from buildings. Preferably, plant trees about 25-50 feet away from buildings for shade purposes depending on the mature height of the trees. Use columnar trees if shade is desired with limited space away from a building.
- Shade air conditioners without obstructing airflow.
- Avoid planting trees near overhead or underground utilities whenever possible. Choose short trees that are no more than 20-25 feet tall at maturity if trees must be planted within about 20 feet of overhead utilities.
- Shading parked cars reduces evaporative emissions, so parking lots should be covered with combinations of tree canopy, shade structures, and/or solar carports.
- Shading pavement with trees provides a net benefit when accounting for the costs associated with root damage (McPherson and Muchnick, 2005).

5.2.2 Parking Lots

- Reduce parking minimums to reduce unnecessary parking spaces and paved areas. Encourage use of one-way aisles and shared and angled parking to reduce overall paved area required.
- Use LID measures such as bioswales, pervious pavement, retention basins, and others to reduce stormwater runoff, improve runoff quality, and irrigate trees. These methods also usually provide improved soil volume for better tree growth.
- Require tree wells and islands to be at least 4x4 feet for small trees (<25ft), 6x6 feet for medium sized trees (25-45ft), and 8x8 feet for large trees (>45ft). These are bare minimums – more area will be better for the trees and allow them to grow larger and faster. Seek maximization of continuous soil volume with strips and islands instead of cutouts.
- Require that soil in tree wells and islands be excavated to a depth of at least 4 to 6 feet. Some cities have adopted minimum soil volume requirements to encourage growth of large, healthy trees; this may be a good choice for McFarland. Typical minimum soil volumes are 400-600 cubic feet of rootable soil volume for small trees and 1,500 cubic feet for larger trees, with more being better (Minnesota Pollution Control Agency, 2014).
- Take advantage of open spaces with uncompacted soils. Planting trees in an open grassed area next to a sidewalk is better for the trees, and less expensive, than planting trees in cutouts in the sidewalk (Gilman, 2015).
- Require use of engineered soil mixes or subsoil structures in tree wells and islands to keep soil from becoming compacted when constructing new parking lots.
- Require businesses to irrigate, prune, and otherwise care for trees in their parking lots on a regular basis. Enforce a minimum level of irrigation and care. Require replacement of dead trees within a given period of time.
- Require lights to be placed in such a way that they will not require excessive pruning of trees to prevent blocking of light.

- Remember to retain species diversity to prevent complete loss. Require that no more than 25% of trees in a given lot be of the same species. Direct developers to use appropriate tree species that are less common in McFarland to promote city-wide diversity.
- Specific tree spacing requirements should be developed with advice from a professional arborist.
- Allow and encourage construction of solar carports on top of parking lots. These provide more shade than would likely ever be provided by trees alone. If a project involves installation of solar carports, allowance should be made for it to have fewer trees than would normally be required due to the space taken up by the solar panels.
- Remind developers that higher upfront capital costs are exchanged for savings over time related to energy use, stormwater runoff reduction and quality improvement, and improved property values. An incentive program for stormwater infrastructure with high tree density and low irrigation requirements should be explored, allowing more area to be built on or allowing more units to be built, depending on the project.

5.2.3 Sidewalks and Tree Wells

- Preferentially plant trees in open spaces (i.e. areas not covered by pavement, sidewalks, or buildings) rather than in sidewalk cutouts to increase available soil volume and reduce installation costs.
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- Require space around trees in wells/islands to be left open or to use a permeable groundcover such as gravel, mulch, decomposed granite, or grass. Do not allow tree grates to be used.
- Encourage use of engineered soil mixes, subsoil structural supports, root channeling, and other techniques as appropriate for proposed projects to increase rootable soil volume and prevent tree growth stunting and premature death.
- Require trees planted within 15-20 feet of overhead utilities to have a maximum height of 25' to minimize interference. Utility companies are typically responsible for pruning trees near utility lines, though it benefits cities to have less risk of power outages and infrastructure damage, and this pruning should be performed as often as necessary to keep trees healthy and away from utility lines.
- If sidewalks become damaged, avoid cutting tree roots at all costs, by bridging with metal pieces, rerouting the sidewalk, or replacing the surface with gravel or rock dust. If roots need to be cut, the tree should typically be removed completely to avoid risk of toppling during high winds.

5.3 Potential Tree Locations in McFarland

In the City of McFarland General Plan Update, five key growth areas for the City are identified. These include (1) Downtown Infill, (2) Northwest Expansion, (3) Whisler Road Neighborhood, (4) Southern Commercial Corridor, and (5) Famoso Industrial and Commercial Center. These key

growth areas were identified using surveys of the area and input from the community. Figure 5-4 shows these key growth areas in McFarland and its proposed future Sphere of Influence.

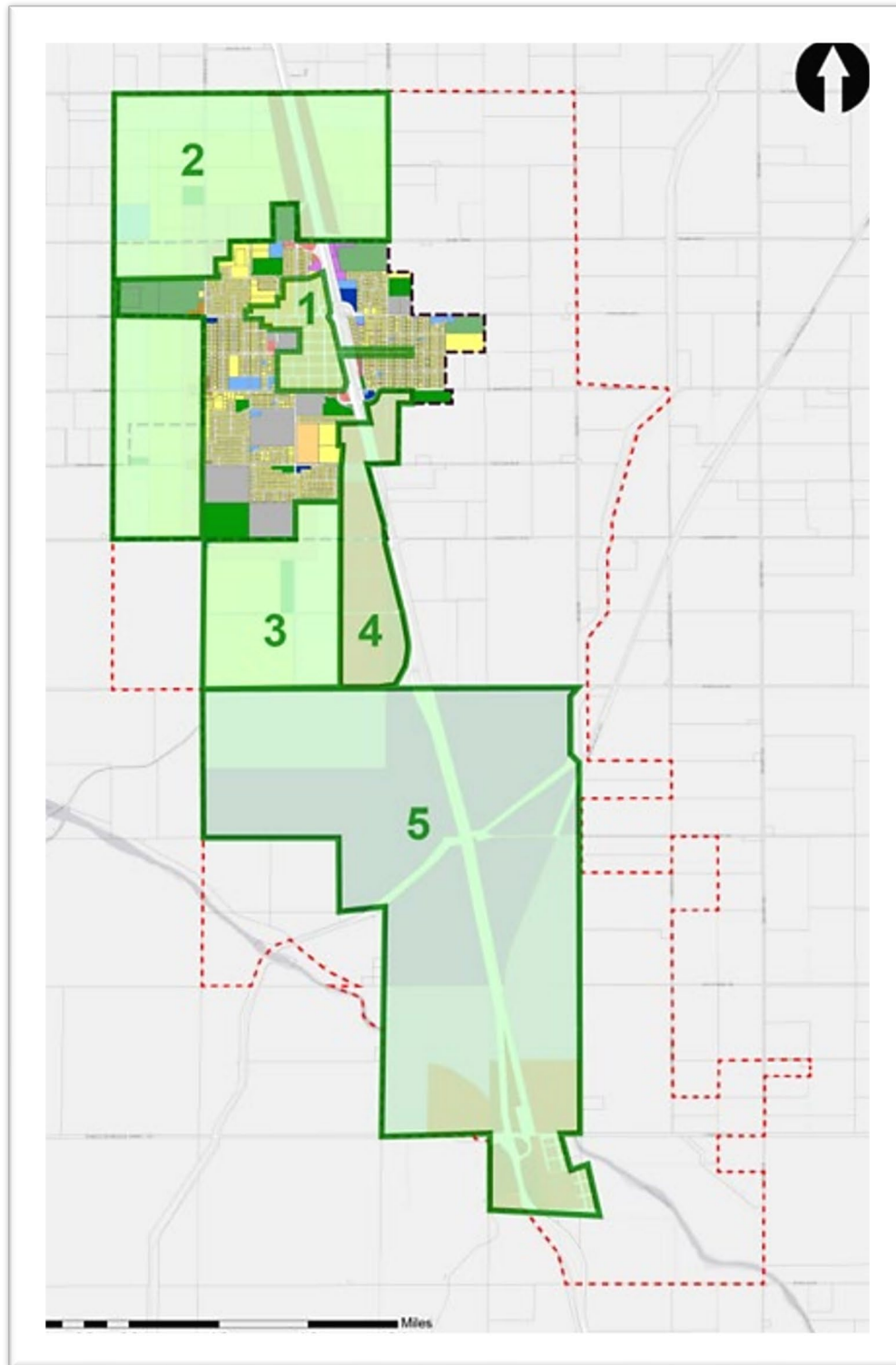


Figure 5-4: Map of key growth areas identified in the General Plan Update (Source: General Plan, 2020)

These areas serve different purposes in the future vision for McFarland. For example, the Downtown Infill area (1) is intended to be a lively, pedestrian friendly, commercial hub that attracts residents and tourists. Small to moderate sized ornamental shade and street trees, such as Marina Madrone are appropriate for planting in planting strips along streets, in landscaped areas, and alongside buildings in this area. The Famoso Industrial and Commercial Center (5), appropriately, is to consist of industrial and commercial uses. Industrial and commercial uses typically have large parcels and can plan for very large trees, such as African Fern Pine and Valley Oak, to provide maximum shade to buildings that will be occupied and/or climate controlled. Large trees also help reduce visual impacts of industrial development, improve air quality, and help absorb the large amounts of stormwater runoff that can be produced on large, contiguous impervious surfaces commonly found in industrial lots.

The Downtown Infill area (1) would be best served with small to moderate sized ornamental shade and street trees. From the list of recommended species in Chapter 4, several would be appropriate: Australian Willow, California Ash, Chinese Pistache, Crape Myrtle, Desert Museum 'Palo Verde', Desert Willow, Evergreen Pear, Golden Rain Tree, Lemon Bottlebrush, Marina Madrone, Pindo Palm, Shoestring Acacia, Strawberry Madrone, Toyon, and Weeping Bottlebrush. These types of trees are appropriate for the smaller available areas typically found in a downtown area, and their attractiveness improves the atmosphere, drawing in residents and potentially tourists to spend more time walking and enjoying the downtown. It is important to keep in mind that the suggested species are not an exhaustive list of species that would be appropriate, and that other species with characteristics such as low water use, drought tolerance, smog tolerance, and other advantages exist and may be selected and planted.

Within the Downtown Infill area, East and West Kern Avenues present an opportunity for improved connection between the two sides of McFarland, as noted in the updated proposed General Plan's Preferred Growth Alternative. Street trees could be used to help improve the sense of connection in this area. Planting rows of the same species all together or planting a regular pattern of a few species of tree along the side of Kern Avenue between 5th Street and State Route 99 on the west and between San Pedro Street and State Route 99 on the east would create a cohesive visual corridor. If the City chooses to expand or improve the pedestrian crossing connecting the two sides of Kern Avenue, the construction period would present the perfect opportunity to plant shade trees and ornamental trees. Figure 5-5 shows the existing state of Kern Avenue and how it might look in the future; notice the street trees and use of contiguous open soil for planting.

The Northwest Expansion area (2) is proposed to be primarily residential, ranging from low to high density. Any of the recommended trees from Chapter 4 could be utilized in this area, depending on the spacing of housing and site design. As this is currently mostly undeveloped area, large trees could be planned along streets to provide extensive shade, significant stormwater benefits, and create a memorable area in McFarland with a visually striking streetscape. Trees such as the Atlas Cedar, Italian Stone Pine, London Plane Tree, or Tulip Tree would be appropriate to plant for such a purpose, although repeating patterns of any 1-3 species can create visual interest, not just these very large trees. The parts of this area that are

near State Route 99 would be best served by trees that are smog tolerant and generally hardy, to resist damage from the traffic emissions and heat from the roadway. Planting specimen trees and attractive street trees along Garzoli Avenue and Elmo Highway would create two intersecting streets with visual interest and help create landmarks to delineate the outer edges of the City, as well as appealing gateways to welcome people driving in from outside.



*Figure 5-5: Kern Avenue in downtown McFarland (above) and a rendering of a potential future state (below)
(Source: General Plan, 2020)*

The proposed Whisler Road Neighborhood (3) consists of a mix of residential and commercial uses. The same trees and concepts that apply to the Northwest Expansion area apply here – any size tree will work, and attractive ornamental trees can be used to create unique and appealing streetscapes. Smog and pollution tolerance are less of an issue for this area. Garzoli Avenue and Mast Avenue run north to south, and Hanawalt Avenue, Nill Avenue, and Whisler Road run east

to west. Lining these main streets with trees would benefit future residents of this area and create a distinctive grid pattern of tree-lined streets, giving the neighborhood a unique character to set it apart from other areas of McFarland. Figure 5-6 shows the existing Whisler Road and a potential vision for the future, again with large contiguous soil volumes and street trees.



Figure 5-6: Existing Whisler Road (above) and a potential vision for the future (below) (Source: General Plan, 2020)

The proposed Southern Commercial Corridor (4) should utilize large trees where possible and select trees that are hardy, smog-tolerant, and have low irrigation needs, as the corridor straddles State Route 99 and will be subject to high levels of vehicle emissions. Large trees will provide the most shade, air quality, and stormwater benefits, reducing impacts from the cars and trucks passing by. Figure 5-7 shows the existing area and what it might look like in the future, again depicting large contiguous soil volumes for street trees. Planting buffer strips of trees along State Route 99 would help reduce noise and air pollution and improve the aesthetic

appeal of the area. Planting trees along Hanawalt and Nill Avenues would connect the area and State Route 99 to the Whisler Road Neighborhood to the west and encourage commercial development along these streets with shade and an improved pedestrian atmosphere.



Figure 5-7: Existing Southern Commercial Corridor (above) and potential future vision (below) (Source: General Plan, 2020)

The proposed Famoso Industrial and Commercial Center (5) should also utilize large trees wherever possible for maximum benefits and return on investment. Projects on larger parcels can more easily plan to accommodate larger trees in areas with large contiguous soil volumes. By requiring large trees to be planted when constructing industrial uses, stormwater runoff can also be planned for, as large contiguous volumes of soil with vegetation are ideal for treating and infiltrating runoff. Figure 5-8 shows the existing area and what it might look like in the future. The City's priority for this area should be planting trees alongside State Route 99 while

requiring commercial and industrial development to plant as many large trees as feasible to create energy savings and aid stormwater treatment.



*Figure 5-8: Famoso Industrial and Commercial Center existing conditions (above) and potential future state (below)
(Source: General Plan, 2020)*

Additionally, there is ample opportunity to plant trees and obtain benefits on public/City property. Schools in McFarland, for example, have enough space to plant dozens of trees to obtain benefits from shade, improved air quality, and the variety of other benefits urban trees provide. Every school in McFarland, with the possible exception of the Browning Road STEAM Academy, has ample space on the east, west, or both sides of buildings to plant shade trees. This presents an opportunity for long-term energy use reduction and savings on electricity. Planting trees on school grounds further presents an excellent opportunity for hands-on outdoor learning. The benefits of trees can be explained to students of any age, adjusting the complexity and details as appropriate, and some students may be able to help plant or care for

the trees. Some parks within the City, such as Browning Road Park and Blanco Park, could also accommodate more trees which could be clustered in open areas or near picnic tables to create attractive areas of contiguous shade. Finally, open areas along State Route 99 and the exit ramps within McFarland would be excellent places to plant large, hardy trees to create shade and a distinctive visual character for the City, while also improving air quality and blocking noise. Combining trees and other vegetation with noise barriers or sound walls would provide even better noise reduction benefits while allowing the City room to create a well-planned, water-wise, attractive highway transition area. The planned expansion of the City provides an opportunity to create a community with dense canopy coverage and a thriving urban forest from the ground up, as new development can be required to include more trees than it has in the past. Overall, there is ample opportunity in McFarland for planting of more trees, and there is still a large amount of marginal utility to be gained by planting more trees.

6. Tree Planting and Maintenance

Regular maintenance is essential to support young trees and ensure they establish and survive to maturity, when they typically provide the maximum return on investment. Trees are most vulnerable when they are young, as they have less established, shallower root systems and are less resilient to stressors and pests. Caring for trees attentively when they are young gives them a much better chance of surviving and therefore costing less by not having to be removed and replaced. Care for adolescent and mature trees is important as well but can be on a less regular schedule as trees become older. Irrigation needs are typically highest, for example, for the first year of a tree's life in arid climates, followed by the second and third years, and then the fourth and fifth. After about five years, most trees are reasonably well established and can tolerate a less frequent irrigation schedule, though they require more water at one time to support their larger biomass. Figure 6-1 shows the potential for aesthetic improvement of streets with new, young trees, which when cared for properly, can create a cool, welcoming streetscape with visually interesting and dense canopy coverage.

Given the complexity of managing and adequately caring for the thousands of trees that ideally would be planted throughout the City over the next decades, McFarland should hire an arborist or collaborate with nearby cities like Wasco and Delano to jointly hire an arborist to be shared among the cities. An alternative that is likely more expensive in the long run is to contract with a private arborist or tree management company to provide consultation and guidance for McFarland staff, officials, and developers, as well as tree maintenance services for the City.

6.1 Tree Planting

Tree planting is relatively straightforward, but care must still be taken to avoid mistakes that can compromise the health or stability of the trees. Before the actual planting takes place, young trees must be procured from a nursery or otherwise obtained. Selecting a nursery and buying trees from them is an activity that is best done with significant planning ahead of time. For example, nurseries can be contracted with to obtain bulk discount rates and to grow young trees that are of the appropriate species and size desired. Once the stock has been acquired, trees must be planted in the appropriate location. The size of the planting hole, the replacing of soil around the tree, the use of stakes, and other factors come into play, with good, consistent planting practices resulting in healthy, stable trees.

6.1.1 *Acquiring Trees*

McFarland has the great advantage of being in the middle of a heavily agricultural area with a high concentration of nurseries to select stock from. In the short term, the City should easily be able to find a variety of appropriate tree species which have appropriately sized stock by examining the inventory of various nurseries. In the long term, the City should negotiate a contract with one or two nurseries to provide a substantial proportion of the City's desired urban trees. A contract with a limited number of nurseries provides negotiating power and ensures a more consistent delivered product for the City. Bulk discount rates should be obtained when possible as more trees are needed for revitalization and new development. If the City has available land, it could contract with a nursery or use its own staff to plant smaller trees, grow them to larger sizes, and transplant them as needed.

Whether growing trees on City land or contracting with nurseries, McFarland should be looking for young, healthy trees of about 1-3 inches diameter at base height (dbh or DBH) for maximum growth potential over the long-term. Trees larger than this tend to grow slower since they lose a much higher proportion of their roots when being transplanted (Watson, 1985).



Figure 6-1: Young trees planted along a street in Portland, Oregon. The trees would do better in a connected planting strip. (Source: Environmental Services Department of Portland, Oregon)

6.1.2 Planting Trees

Once nursery stock has been selected, it must be put in the ground to fulfill its destiny. This is typically carried out by a City's Public Works, Building, or Parks and Recreation Department, as is the majority of urban tree maintenance. While specific tree planting guidelines are available from various organizations, such as the International Society of Arboriculture, in general, new trees should be planted in a hole about the same height as their root ball and two to three times as wide. The root flare, or the bottom part of the tree trunk where roots come out and create a wider base, should be above the soil line to ensure maximum stability. The hole should be backfilled with the native soil, or an amended soil mix, and a small berm should be built in a circle about one to three feet away from the trunk to create a well for water to settle and drain in. Mulch can then be applied around the tree to aid soil moisture retention and provide organic matter, but it should not be covering or touching the trunk to avoid problems with roots growing too high (McPherson, Simpson, Peper, and Xiao, 1999a). Planting, staking, and mulching of a public tree in the Central Valley costs about \$25, and the trees themselves cost

about \$25-60 depending on where they are purchased from (McPherson, Simpson, Peper, and Xiao, 1999a).

6.2 Types of Maintenance

There are several types of maintenance needed to keep urban trees healthy, strong, and not interfering with other types of urban infrastructure. Maintenance is an essential practice that saves money in the long run by improving tree survival rates and tree longevity, reducing costs associated with damage to utilities and infrastructure, and maximizes growth and foliage density to obtain the most benefits.

6.2.1 Irrigation

Regular irrigation is a crucial piece of urban tree maintenance. In arid regions such as the Central Valley of California, very few young trees could survive in urban conditions without supplemental water provided by humans for at least the first year or two of their lives, and many trees require some supplemental water for their entire lives during extended dry periods over summer or during droughts. Water supply is a constant concern in California, where major cities exist in dry areas and water is moved around the state from mountains and reservoirs for agriculture and residential use. Because water is such a precious resource, drought tolerance and water needs were among the most important considerations when choosing appropriate tree species for McFarland in section 4.3. Choosing trees that will require minimal amounts of supplemental irrigation will reduce long-term costs and ensure a better chance of survival. Minimization irrigation needed is crucial, but since some irrigation will always be necessary in arid climates, care should be taken to irrigate only as much as necessary with minimal waste, unlike the situation in Figure 6-2.

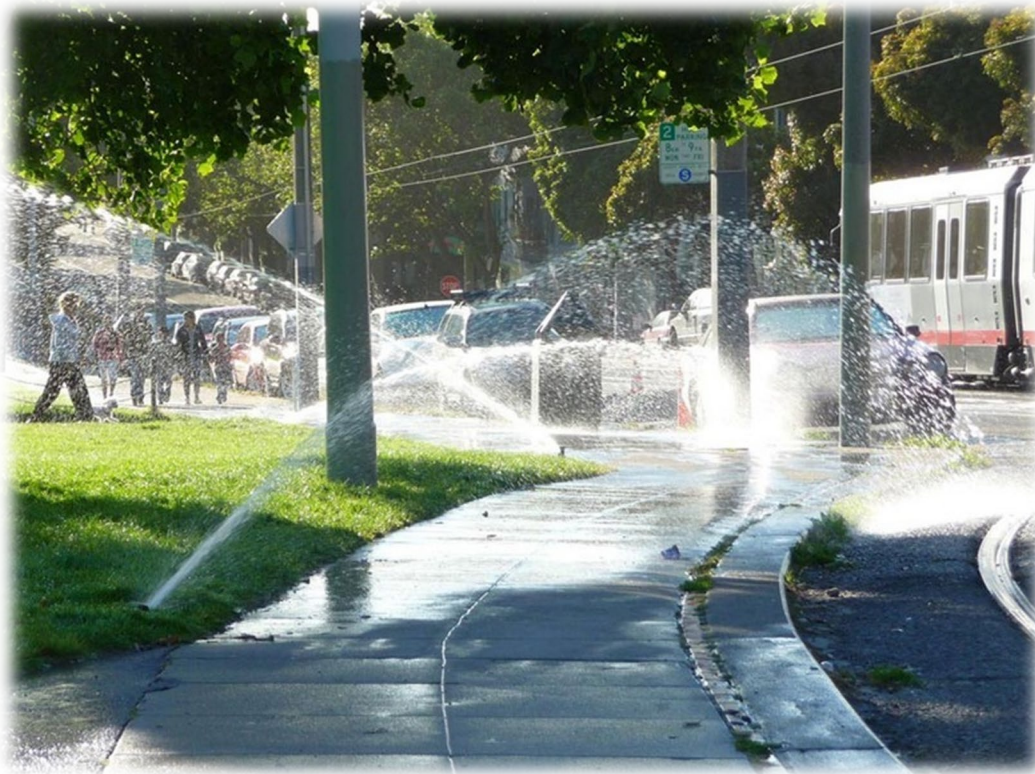


Figure 6-2: Water being wasted by sprinklers spraying onto hard surfaces in San Francisco (Source: SeeClickFix)

Ideally, irrigation of urban trees would occur by a large system of subsurface or drip irrigation lines releasing water over a period of hours to soak into deeper soil layers. This type of irrigation provides water slowly over time and feeds it directly to the roots, with no wasted water flowing across the surface or wetting the foliage of the plant where it provides little to no benefit. This type of irrigation also reduces evaporative losses since water is quickly absorbed and protected by the soil surface. However, drip irrigation systems can be complicated and expensive to set up, especially across large areas. They are likely appropriate for some areas and types of development, such as parking lot planting strips, but may not be feasible to use widely across an entire city. Other solutions will likely need to be combined to provide adequate irrigation for each tree across McFarland, such as gator bags (see Figure 6-3), irrigation from a truck, and watering by residents as part of an “adopt-a-tree” program or similar.



Figure 6-3: Gator bags (bags that provide water to trees over time and are manually refilled periodically) applied to a row of street trees (Source: Peterson Companies)

The cost of irrigation of a public street or park tree with a municipal water truck, according to studies of communities in the San Joaquin Valley, is about \$38 per year per tree for the first five years after planting (includes the price of labor, equipment, and water) (McPherson, Simpson, Peper, and Xiao, 1999a). Thus, there is great incentive to establish drip irrigation systems alongside the planting of new trees to eliminate this ongoing cost and need to coordinate who or what will irrigate new trees. Drip irrigation can be installed in areas with established, mature trees, but this can damage the existing root systems and is more difficult than installing with new construction.

Use of wastewater to help irrigate street trees is a potentially viable method for McFarland to reduce potable water use. It has been demonstrated that secondary treated wastewater could be safely used to irrigate root and leafy crops, so it stands to reason that trees, which are even less sensitive than smaller root and leafy crops to pollutants and other stresses, could also be irrigated with secondary treated wastewater (Farhadkhani et al., 2018). McFarland's wastewater treatment facility currently produces around 1 million gallons per day (1 mgd) of secondary treated wastewater (Background Report, 2019, p. 38, 202, 206) which is discharged onto land specially set aside for the purpose of receiving wastewater effluent. If some of this water could be redirected and used to irrigate trees, McFarland could actually save money on water that would otherwise have to be bought for irrigation, as well as on expansion of the wastewater treatment facility and the land it uses for discharging effluent. This wastewater could be applied to the City's trees by either a system of drip irrigation or by a municipal water truck, or it could be used to refill gator bags. To implement such a system of wastewater irrigation would likely require significant extra study to determine feasibility, including whether the particular effluent from McFarland's wastewater treatment facility could be used to safely irrigate trees without causing any long-term harm for the soil or people nearby, and whether the effluent would require any further treatment to be safely and efficiently applied for tree irrigation.

6.2.2 Pruning

Pruning is another important tree maintenance activity that involves trimming branches and foliage that are weak, diseased, interfere with utilities or other infrastructure, or that do not fit the desired shape of the tree; an example of a tree before and after pruning can be seen in Figure 6-4.



Figure 6-4: A large tree before and after pruning (Source: Golden Oak Tree Service)

Pruning is not required frequently for any one tree, but in a community with thousands of trees, it can become a weekly activity. Pruning is required less often for more mature trees, but when it is required, it is more difficult, typically requiring a professional tree trimming company with specialized equipment to conduct efficiently. For smaller, younger trees, pruning can be done cheaply by hand. Case studies of Modesto and Fresno, two other cities in the Central Valley of California, found that they pruned trees once a year for the first three years, costing

an average of \$2.36 per inch of trunk diameter (DBH) each year, and then pruned trees once every six years, spending an average of \$6-9 per tree per year (McPherson, Simpson, Peper, and Xiao, 1999a). Typically, a city's Parks and Recreation or Public Works Departments are primarily responsible for pruning, often aided by residents and/or non-profits or volunteer organizations.

6.2.3 Litter Removal

Many types of trees produce litter, such as seeds, leaves, sap, or fruit, which falls to the ground and often becomes a nuisance. Wet fruits, for example, can fall and break open, or be broken by cars or pedestrians, creating a sticky, slippery mess on sidewalks and streets, or hundreds of flying seed pods can clog storm drains and build up into unsightly piles of decaying organic matter. Figure 6-5 depicts flowers on a sidewalk creating just such a nuisance.



Figure 6-5: Silver Maple flowers coating a sidewalk in Columbus, Ohio (Source: Bob Klips)

The litter of many trees is negligible in volume and does not require regular cleanup, but some trees have significant litter that will require removal to avoid creating extra risk of falls for pedestrians. As litter is comprised of various botanical products from the trees, different species create litter at different times of year (some drop flowers after they bloom in spring, some drop seeds in fall, some drop fruits once they've fully matured in summer, etc.) and so regular observation and/or recordkeeping will be required to dispatch cleanup crews as necessary. Litter from trees that does not gather on sidewalks, streets, or other areas that people access and use regularly may not need to be removed. Some types of litter can increase fire risk if not cleared, but none of the recommended species of tree drop significant flammable litter, and McFarland is in a low fire risk area, so this is unlikely to present a problem. A more likely problem is clogging of storm drains. The City should observe performance of the storm

drains during storms and plan preventative maintenance by removing litter from drains that become clogged before each rainy season, during the early fall. Based on data from Fresno and Modesto, litter removal from normal growth and storms cost on average \$1.27 per tree per year (McPherson, Simpson, Peper, and Xiao, 1999a).

6.2.4 Tree Removal

As urban trees die, they should be removed as soon as possible and replaced so that the shade and other benefits they provided can be obtained again. Dead trees also become unstable and weak and should be removed in urban areas purely for safety reasons regardless of whether a new tree is planted or not. Dead trees are usually cut into pieces and woodchipped, but mature trees can also be cut just before they die, and their wood used to create wood products like planks or furniture. Using the wood of urban trees requires planning and processing capacity, but it can help offset the cost of the urban forest program and create a stronger political case for funding the urban forest if it directly produces profitable goods, in addition to reducing energy costs and increasing property values and property tax revenue. Trees that need to be removed due to disease, pest infestation, or death should be easily noticed during other regular maintenance such as pruning. Replacing trees that are removed is crucial to maintaining a dense urban forest and continuing to obtain the benefits that urban trees provide, as if trees are removed and not replaced, the size of the urban forest drops. If space allows, replacing one removed tree with two new trees is likely to provide a greater net benefit than replacing only one tree. Information from other Central Valley cities indicates that it costs \$12 per inch DBH to remove and dispose of public trees, including their stumps (McPherson, Simpson, Peper, and Xiao, 1999a).

6.2.5 Disease and Pest Prevention

Different species of trees are susceptible to different types of diseases and pests, such as anthracnose, a fungal disease, or the invasive shot hole borer, a beetle that attacks dozens of commonly planted trees across California. The key tool used to fight disease and pests is tree diversity, which makes large die-offs much less likely since most diseases and pests only attack a limited number of different tree species. If McFarland successfully follows the 10-20-30 guideline suggested in section 4.2, half the battle against diseases and pests would be won. The next best tool is simply regular maintenance and checking of trees where diseases or pests are suspected or observed. The earlier an issue is caught, the more likely it can be effectively treated, saving the tree stress, damage, and possible death. This issue underscores the need for McFarland to hire or contract with an arborist or a tree management company. While maintenance and regularly checking the health of trees may seem like an unnecessary or low-priority expense, it is worth keeping in mind that quality tree maintenance saves trees from dying and improves their health and size, all of which result in more benefits being obtained for less total investment. Case studies of other Central Valley cities showed an average expenditure of \$0.15 per tree per year for disease and pest control, negligible compared to the cost of replacing trees that would die without treatment and prevention (McPherson, Simpson, Peper, and Xiao, 1999a).

6.3 Maintenance Schedule

McFarland should adopt a regular maintenance schedule for urban trees, as well as encourage and guide residents to maintain and support trees on their properties. Regular maintenance

improves tree health over the long run, reduces mortality of young trees, and saves money by reducing frequency of replacement and increasing ecosystem services provided with larger, healthier trees (Gilman, 2015). General guidelines for frequency of each maintenance type are described above but repeated here all together.

Irrigation needs depend on the type of tree, its location, its size, and its age. Young trees typically require frequent watering just after planting, with frequency of watering reducing from every day or every other day down to once a week and once a month during dry periods as the trees age for most low-water-use species (McPherson, Simpson, Peper, and Xiao, 1999a). Once a full tree inventory has been conducted, a comprehensive watering schedule can be prepared to ensure the urban forest remains healthy and growing strongly.

Pruning is typically needed once every year or two when a tree is young, and every three to ten years when it is mature, depending on the age and location (McPherson, Simpson, Peper, and Xiao, 1999a). Trees planted in areas where they will not interfere with any view, infrastructure, or access can be left unpruned, or pruned only to keep them healthy. Data from Fresno and Modesto indicate that average annual costs per tree for infrastructure repair, litter/storm cleanup, litigation/liability, and inspection/administration total about \$6 (McPherson, Simpson, Peper, and Xiao, 1999a). \$4.26 of this cost per tree goes to infrastructure repair, so an urban forestry program that has strict and well-enforced guidelines for tree placement and sizing can likely expect lower costs.

An arborist or tree management company will have business infrastructure in place to help create basic maintenance schedules, and will have the expertise to advise on the needs of different species, particular pests to apply prevention treatments for, and other such factors.

7. Implementation Strategy

Plans and programs require implementation strategies for them to operate effectively. Excellent plans and ideas can be created and prepared, but without someone to carry out, monitor, and manage the actions called for in the plan, as well as pay for the whole operation, they can be worth nothing. Implementation of a plan requires effort and collaboration from multiple stakeholders within a city over a long period of time, including financial support from City Council. For McFarland, collaboration will be required between various departments and agencies, including the Planning Department, the Recreation and Parks District, and the McFarland Unified School District. The community should ideally be engaged in the entire urban forest management process and feel a sense of both responsibility and pride in helping maintain and grow the urban forest while reducing labor costs for the City. There is additionally an opportunity to collaborate with nearby cities such as Wasco and Delano to pool and share resources, hire jointly held staff, and share information, taking advantage of economy of scale to achieve better results for urban forests and better outcomes and benefits for residents. Budgeting must be considered as a crucial piece of implementation, and some budget must be allocated specifically for maintenance and development of McFarland's urban forest in order to achieve the greatest benefits and savings, as without care and management, urban trees become net financial and environmental losses. Finally, the actual activities associated with maintenance of trees, such as planting, mulching, watering, and pruning must be scheduled, and some party must be responsible for each step. Making clear plans and allocating responsibilities ahead of time will ensure the most efficient use of limited resources.

7.1 Responsible Parties

The agencies and departments within the City of McFarland that have a direct interest in and are best suited to planting, maintaining, and caring for trees are the Planning Department, the Economic Development Department, the Recreation and Parks District, and the Public Works Department. Direct responsibility for the management and care of the trees, such as ensuring regular irrigation, pruning, and other maintenance needs, is likely best suited to the Public Works Department for non-park areas and the Recreation and Parks District for park areas. However, if these responsibilities are already allocated in a way that is satisfactory to all parties, future increased responsibilities could be allocated according to the existing system. The McFarland Unified School District is another agency that with a vested interest in the urban forest, as an improved urban forest means healthier children. The School District stands to save money on energy costs while also creating an excellent educational opportunity by having students involved in the planting, care, and monitoring of the trees on school grounds.

Volunteers are often involved in urban forest management, whether through dedicated 501(c)(3) non-profit organizations, informal community organizing, or through a collaboration with cities. A group of trained volunteers can care for most young trees and can help reduce labor costs for cities while also providing an opportunity for residents to learn about trees and nature while socializing and working outdoors. If volunteers are part of an urban forest management strategy, however, there must be clear guides as to who is responsible for what or for which trees. This will be discussed further in section 7.2, but it is important to keep in mind

that urban forests are green infrastructure, providing quantifiable benefits to cities that should be properly valued and cultivated, with money dedicated to trees just as money is dedicated to road repair, sidewalk construction, and parks.

Collaboration with other cities, public agencies, and non-profits will result in a better resource pool for the urban forest in McFarland. As mentioned previously, McFarland should hire an arborist or contract with a tree management company to manage their urban forest. The nearby cities of Wasco and Delano should be engaged to see if they would be interested in a mutual agreement to pool resources for urban forestry, as well as any public agency in the area. More staff can be hired, and better coordination can be achieved, by working together with other cities in very similar economic and environmental conditions. Economy of scale can be achieved by sharing resources such as databases of street trees, GIS files, optimal maintenance schedules for different trees, or model ordinances. Urban forests have region-wide benefits, so resources should be sought from throughout the entire region rather than only within McFarland.

7.2 Community Engagement

A street tree or urban forest program is an excellent opportunity for McFarland to build positive relationships with residents, encourage a sense of responsibility and ownership in residents, and obtain a variety of public health, environmental, educational, and economic benefits at the same time. “Adopt-a-road” programs are relatively common across the US, in which organizations keep a section of road clear of litter through volunteer cleanup efforts, and “adopt-a-tree” programs could be utilized in a similar way, reducing maintenance costs for the City as residents who adopt trees would be responsible for the first few years of pruning (before trees become too tall for hand tools), cleanup, and irrigation. If residents are more actively involved in planting and caring for their urban trees, they will value the trees more and be more satisfied with them than if they were planted and cared for by city staff (Sommer, Learey, Summit, and Tirrell, 1994) and will be more likely to support an expanded urban forest management plan and a greater allocation of budget to caring for and planting more urban trees. Participation can be encouraged with plaques installed on or near trees to honor residents who help plant or care for them, which also provide an opportunity for education if information about the tree (such as species, mature size, or estimated annual benefits) is included on the plaque. Implementing an urban forest management plan, depending on what system of management the City chooses to use, can create job opportunities if the City chooses to hire or utilize its own staff or if it chooses to contract with an outside firm. This has the dual benefit of recycling money invested in the urban forest through residents and the local economy rather than sending it out of the City to external businesses.

Making information about the urban forest more accessible to residents can also encourage greater community engagement. For example, some cities maintain Geographic Information Systems (GIS) inventories of their urban trees which can be accessed by anyone to see where urban trees are, what their species is, and sometimes other information such as tree size, date of planting and size at planting, or estimated value of provided benefits. In some cases, residents can contribute data about the urban forest, such as being able to enter information on

new trees in a public database, opening up even further opportunities for engagement with the urban forest. These types of arrangements can potentially help reduce financial strain on cities by using volunteer time instead of paying for someone to conduct the work, but they should be used as supplements to a city-funded urban forest program, and should not be relied on as the primary method of getting work done.

7.3 Estimated Costs

Urban forests require significant investment for maintenance and development in order to achieve maximum benefits, and as shown earlier, urban forests typically provide a net financial benefit to cities, including other cities in the Central Valley and across California (McPherson, Doorn, & Goede, 2016; McPherson & Muchnick, 2005; McPherson, Simpson, Peper, and Xiao, 1999a). Accordingly, it is most fiscally responsible for cities to dedicate a portion of their budget to the maintenance and development of their urban forests as it provides a long-term investment and comes with a wide variety of public health and environmental benefits.

Information from other cities in the Central Valley is available to help give an estimate of potential costs for McFarland. McPherson, Simpson, Peper, and Xiao (1999a) gathered data and comments from urban foresters, residents, utility companies, and public agencies, and used electricity and natural gas costs, stormwater treatment costs, CO₂ and other air pollutant control costs, among other information, to model and estimate total costs and benefits for the urban forests of Fresno, Modesto, Sacramento, and the Sacramento area. Fresno is located approximately 85 miles north of McFarland along State Route 99, and all the cities are in USDA hardiness zone 9b, meaning their climates are relatively similar to McFarland's and that data on their urban forests should apply well to estimating costs and benefits for McFarland's urban forest.

Data from this study indicates that planting, staking, and mulching a public tree costs about \$25, average annual pruning costs are \$6-9 per tree, tree removal costs \$12 per inch DBH, average pest and disease control costs are \$0.15 per tree, and irrigation costs were about \$1.50 over one year for a large tree. Additional annual average per tree costs were \$4.26 for infrastructure repair, \$1.27 for litter/storm cleanup, \$0.27 for litigation/liability, and \$0.19 for inspection/administration. Adding these costs gives an initial cost of \$25 per tree, \$13.64-16.64 per tree per year, and a one-time cost of \$36-300 per tree for removal. Assuming conservatively that the average tree lives 40 years and assuming a high removal cost of \$300, the average tree would cost about \$21.77 per year. Benefits include the price of net annual energy savings (cooling and heating), the price of annual air quality improvement (from pollutant absorption and avoided power plant emissions), the price of annual CO₂ reductions, the price of annual stormwater runoff reductions, and the price of annual property value and other benefits (the various other environmental and health benefits). The net annual benefits over a 40-year period were calculated in this study to be \$1-8 for a small tree (a Crape Myrtle), \$26-37 for a medium tree (a Chinese Pistache), and \$48-63 for a large tree (a London Plane Tree). It was found that larger trees provide a much greater return on investment as they provide significantly greater benefits without significantly higher capital costs. These net annual benefit

values can be even greater for residential yard trees planted strategically to the west of houses to maximize energy savings. The results of this study suggest that setting aside money for McFarland's urban forest would be a prudent financial investment. Connecting budgets for programs that address some of the same problems urban trees can help with to the budget for the urban forest helps support long-term financial viability for the urban forest and creates co-benefits that other programs often do not, such as improved psychological health for residents.

One potential avenue of cost reduction detailed in section 6.2.1 is use of treated wastewater for irrigation. Based on the average irrigation costs from McPherson, Simpson, Peper, and Xiao (1999a), which are likely lower than irrigation costs in 2020, use of treated wastewater could save \$60+ per tree over a 40-year period. If McFarland had 1,000 trees to irrigate, this would mean savings of \$60,000+ over the same 40-year period, or enough money to plant, stake, and mulch at least 2,400 trees (based on the \$25 cost to plant a public tree from the same study). Another avenue of cost reduction is planning very carefully to avoid infrastructure damage. Since it was found that about \$4.26 per year was spent on infrastructure damage by urban trees in other Central Valley cities, a city that takes care to ensure properly sized tree wells, clustering of trees with contiguous soil volume, regular pruning and maintenance, and preferential planting of trees in areas and at distances where they will not damage infrastructure, could possibly see significant savings on repair costs. For example, if McFarland could reduce the cost of repairs to \$2.26 per year per tree, with 1,000 trees, the City could save \$80,000 over a 40-year period, enough to plant, stake, and mulch 3,200 new trees. Keeping in mind that urban trees typically provide net financial benefits, any cost savings on their upkeep means larger net benefits and a more financially sustainable urban forest program.

7.3.1 Long-term Budgeting for Trees

Trees require water and care over time, requiring money to be spent on staff. Pruning and other maintenance activities, as well as manual watering in areas without automatic irrigation, requires basic labor several times over the life of every individual tree. Management and scheduling for tree care requires semi-skilled to skilled labor of a planner, arborist, or a contracted tree or landscape management company. Therefore, budgets for the urban forest cannot be limited to one-time influxes for planting or batch maintenance. With a reduced but stable budget, trees are likely to live longer and provide a full return on investment, rather than dying young and often and becoming net losses. Further, urban trees are green infrastructure, providing many of the benefits of different types of gray infrastructure (e.g. concrete gutters and sewers for stormwater drainage), and should be treated at least as equal to other infrastructure budgets, such as curb repair and stormwater control. Few other types of infrastructure provide as wide a variety of benefits as urban trees do, and since it has been established that urban forests typically provide a significant positive return on investment, adequate funding for developing and managing the urban forest should be a priority for McFarland just as flood control and pavement management are.

Given this, budget for urban trees should be included as a piece of other, larger budgets. For example, McFarland's Capital Improvement Plan (CIP) should include as part of any project where trees could be used to provide shade or other benefits, a small percentage of the budget

dedicated to trees, perhaps 0.5-2% of a project's total budget, or more as needed to plant and have long-term funds for maintenance of new trees. Additionally, the CIP could include, as a standalone item, funding for the urban forest and urban forest projects. Another long-term, stable funding option would be to impose a small increase in water fees for residents to cover the costs of irrigating the urban forest. Allocating a portion of stormwater utility fees is another good option for long-term funding of trees as part of projects to reduce runoff and improve runoff quality.

Another potential method of funding the urban forest is special improvement districts or business improvement districts. These are areas in which property owners have voted to voluntarily impose a tax on themselves to pay for some set of services or improvements. If the City could persuade businesses to create such districts, it could reduce the financial strain on itself while still enjoying many of the benefits of the urban trees it could then plant and maintain. These arrangements can be difficult and laborious to set up, but they have the advantage of having buy-in from many community members and not being a mandate, but a desire on the part of property owners to better their community.

Development conditions can and should be required for all new construction to include trees where feasible for shade and all the other benefits they provide. Maintenance and replacement can further be required by ordinance. As mentioned in section 5.1.5, developers should be reminded that healthy, large trees save them money they would otherwise spend on energy, stormwater mitigation, air pollution mitigation, etc. and that they will see a net financial benefit from planting trees strategically on their properties and around their buildings. Planting of trees can also be part of mitigation measures for air quality, stormwater runoff, noise, aesthetics, and other environmental impacts caused by development, setting up a positive incentive for developers to plant trees and strategically place them to maximize benefits.

California has a cap-and-trade program, in which pollutant emissions are capped at a certain level and permits to pollute are bought and sold among utilities, private companies, and other organizations. Urban forests can be registered as projects that capture carbon, earning money for the jurisdiction containing the trees. The City of Santa Monica, for example, registered a project to add 1,000 trees to its urban forest as a carbon offset project. This provides a potential revenue stream to reduce maintenance costs for the urban forest.

Another possible funding source is the Kern County Public Health Department. Given that urban trees provide so many benefits to public health, from improved mental and physiological health to reduced air pollution and heat-related illnesses, a strong argument can be made that investing in urban forests is a financially and socially prudent decision. In Santiago, Chile, for example, urban forests and urban forest management were found to be cost-effective strategies for reducing PM₁₀, more cost-effective than many other strategies in use such as conversion of buses to run on natural gas (Escobedo et al., 2008). PM₁₀ is one of the air pollutants for which the San Joaquin Valley Air Basin is not in attainment, so using urban forests to help reduce PM₁₀ and other pollutant levels would be an efficient way to improve public health.

A long-term strategy for funding is creation of a trust or endowment, which is a sum of money invested into a portfolio, typically some combination of stocks, municipal bonds, and treasury notes. The interest obtained from the investment is then used to fund the program on an ongoing basis, ideally never drawing down the principal (the original amount invested that then earns interest), or even increasing it over time to increase the annual interest. For example, if McFarland obtained \$2,000,000 in grant funding to develop and maintain its urban forest, and the grant funder allowed it, the \$2,000,000 could be invested and at a very conservative 4% annual rate of return, it would generate \$80,000 per year in perpetuity. Obtaining a large enough sum of money to create a sufficient endowment can be difficult and is likely only to occur through a grant. McFarland has applied for and received grants in the recent past, so seeking grants for urban forestry should be efficient and well worth the time and money for the City.

7.3.2 Grants for Urban Trees

Grants are sums of money awarded by various organizations, typically to achieve progress towards some desired outcome. Grants are awarded based on many different criteria, but in general, obtaining the maximum amount of the desired benefit is the primary criteria. In many cases, disadvantaged communities are given higher priority or greater consideration in the grant application process under the logic of obtaining the greatest marginal returns on investment (that is, help those who are worst off as much as possible, as they benefit more from a given amount of investment). Urban forestry, fortunately, has a variety of benefits and thus can be a valid project for multiple types of grants. Some grants directly seek the planting of trees, recognizing the benefits trees bring to local communities and the global carbon balance, while other grants seek air quality or water quality improvement, environmental education, or energy use reduction. Grants are typically one-time investments, but they can be large, from thousands to hundreds of thousands up to millions of dollars. Grants provide an excellent return on investment for cities with fewer resources and revenues, as they require little more than a staff person to write grant applications and communication between departments to make the necessary information available. What follows is a list of grants and grant-giving organizations who fund tree planting projects.

California ReLeaf

State's volunteer coordinator for urban forestry in partnership with the California Department of Forestry and Fire Protection (Cal Fire). Supports community-based tree planting programs, coordinates and offers grants, and advocates for urban forestry. Regularly helps coordinate grants for tree planting from the US Forest Service, Cal Fire, the US Environmental Protection Agency (EPA), etc.

Cal Fire

Cal Fire administers various urban forestry grants, including a recurring program that funds tree planting programs to capture carbon as part of the California Climate Investments program, using funds from the state's cap-and-trade system. This grant program prioritizes disadvantaged communities, which means McFarland is positioned to be competitive for funding. It has three categories of eligible projects; one funds tree planting and site

improvements to benefit trees, another funds tree maintenance, management, planning, and mapping, and another funds wood/biomass utilization for trees that would have been removed anyway.

US Federal Government Grants

The US federal government administers a wide variety of grants under several of its departments such as the Department of Energy and the Department of Agriculture that are relevant to or usable for urban forestry. Grants are searchable and applications can be filled out electronically. Periodic review of grants should be undertaken, as grants close and new grants open regularly.

California State Bonds

Every two years, California voters can vote on propositions which often grant the state authority to issue bonds to fund various things like schools or environmental protection. Funds from these bonds are disbursed in the same manner as a grant. There are often propositions which allocate funds for various environmental or health related purposes which could be used for urban forest development and maintenance. For example, Prop 68 in 2018 provided money for environmental protection, water infrastructure, and flood control projects, three purposes urban trees could fulfill.

8. Glossary of Terms

Arborist	A professional who cultivates, manages, and/or studies trees and other woody plants.
Carbon Dioxide (CO₂)	A gaseous form of carbon emitted by vehicles and industrial processes which is the primary man-made driver of climate change through intensification of the greenhouse effect.
Climate change	Long-term changes in the climate of the Earth related to the greenhouse effect and human activities, including average precipitation and temperature changes.
Contiguous soil volume	Contiguous soil refers to soil that is not separated by any hardscape feature such as a sidewalk or utility trenching – a planting strip is a strip of contiguous soil. Trees planted with greater contiguous soil volume grow healthier root systems and attain better health and size than trees with little contiguous soil volume.
Engineered soil	Manufactured soil mixtures with specific ratios of sand, silt, clay, organic matter, and other amendments, used to achieve improved soil characteristics such as little settling, good root growth, and good drainage.
General Plan	A comprehensive, long-term plan for the development of a city that examines a wide range of issues such as land use, circulation, housing, and safety, among others.
GIS	Geographic Information Systems. A type of computer software that enables organization, manipulation, and analysis of many types of data linked to geographic areas, such as topography, vegetation, and population. Often used to create maps.
Low Impact Development	Also known as LID, a system of planning and engineering design using green infrastructure (vegetation, trees, and soil) to manage stormwater runoff and reduce environmental impacts associated with it.
Mulch	A layer applied on top of soil, usually wood chips, bark chips, or other organic matter, that helps retain soil moisture, reduce weed growth, and improve aesthetics of landscaped areas.
PM_{2.5}	Particulate matter with a diameter <2.5 micrometers, an air pollutant that contributes to heart and lung diseases as well as birth defects.
PM₁₀	Particulate matter with a diameter <10 micrometers, an air pollutant that contributes to heart and lung diseases.
Tree well	An often too-small cut-out area of a road or sidewalk which is intended for a tree.
Urban forest	A forest or collection of trees that grow in a city, town, or other urbanized area.

Urban heat island effect

A phenomenon in which urban areas become and remain significantly warmer than the surrounding areas due to human influence (especially creation of dark and heat-trapping surfaces like pavement and concrete).

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10. Appendix A

Common Name	Scientific Name	Family	Mature Size	Canopy Size	Growth Rate	Longevity	BVOC Emissions	Drought Tolerant	Water Use	Soil Texture	Branch Strength	Root Damage Potential	Fire Resistance	Allergenic	Toxic	Wildlife Attracted	Evergreen/Deciduous	California Native	Best Uses	
African Fern Pine	Alnocrarpus falcatius	Podocarpaceae	50-65'	25-50'	M	L	L	Moderate	Moderate	CLS	M	L		No	No	None	E	No	SP, BS	
Aleppo Pine	Pinus halepensis	Pinaceae	30-60'	20-40'	F	L	L	Yes	Low	CLS	S	M		Yes	No	Birds, Squirrels	E	No	SP, SH	
Atlas Cedar	Cedrus atlantica	Pinaceae	45-65'	35-50'	S-M	L	L	Yes	Low	CLS	M	M		U	No	No	None	E	No	SC, ST
Australian Willow	Geijera parviflora	Rutaceae	25-35'	20'	F	M	L	Yes	Low-Moderate	CLS	M	L		No	No	Bees	E	No	SC, ST	
Cajuput Tree	Melaleuca quinquenervia	Myrtaceae	20-40'	15-25'	M	L	H	Yes	Low	CLS	M	L		Yes	No	Bees, Birds	E	No	SC, R	
California Ash	Fraxinus dipetala	Oleaceae	20-25'	15-20'	M	M-L	L	Yes	Low	CLS	M-S	L		F	Yes	No	Birds	D	Yes	SC
Chisos Oak	Quercus canbyi	Fagaceae	40-50'	30-50'	M	L	H	Yes	Low-Moderate	CLS	S	L		No	No	Birds, Squirrels	E to partly D	No	ST, SH	
Chinese Hackberry	Celtis sinensis	Cannabaceae	40-65'	35-50'	M	L	L	Yes	Low	CLS	M	M		Yes	No	Birds	D	No	SP, ST, SH	
Chinese Pistache	Pistacia chinensis	Anacardiaceae	25-35'	25-35'	S-M	L	M	Yes	Low	CLS	S	L		C	Yes	No	Birds	D	No	SC, ST
Crape Myrtle	Lagerstroemia indica	Lythraceae	25'	25'	S-M	L	N	Yes	Moderate	CLS	M	L		No	No	Birds	D	No	SC	
Desert Museum Palo Verde	Parkinsonia x 'Desert Museum'	Fabaceae	15-20'	20-25'	F	L	M	Yes	Low	CLS	M	L		No	No	Bees	D	No	SC, SP, ST	
Desert Willow	Chilopsis linearis	Bignoniaceae	15-30'	10-20'	F	L	M	Yes	Low	LS	M	L		Yes	No	Birds	D	Yes	SC	
Evergreen Pear	Pyrus kawakamii	Rosaceae	15-30'	15-30'	F	L	L	No	Moderate	CLS	M	L		No	No	Birds	E to partly D	No	SC	
Goldenrain (Golden Rain) Tree	Koeleruteria paniculata	Sapindaceae	20-35'	25-40'	S	L	H	Yes	Moderate	CLS	M	L		Yes	No	None	D	No	SC, ST	
Holly Oak	Quercus ilex	Fagaceae	30-60'	30-60'	S-M	L	H	No	Low	CLS	S	L		Yes	Yes	Birds, Squirrels	E	No	ST	
Italian Stone Pine	Pinus pinea	Pinaceae	40-80'	40-60'	F	L	U	Yes	Low	LS	W	L		Yes	No	Birds, Squirrels	E	No	SP, SH, ST	
Lemon Bottlebrush	Callistemon citrinus	Myrtaceae	20-25'	25'	F	M-L	H	Yes	Low	CLS	M	L		F	Yes	No	Bees, Birds	E	No	SC, ST
London Plane Tree	Platanus x hispanica	Platanaceae	70-85'	50-70'	F	L	H	Moderate	Moderate	CLS	S	H		F	Yes	No	Bees	D	No	ST
Marina Madrone	Arbutus 'Marina'	Ericaceae	40-50'	40'	M	L	U	When established	Low-Moderate	CLS	S	L		No	No	Birds	E	No	SC, ST	
Pindo Palm	Butia capitata	Arecaceae	15-25'	10-12'	S-M	M-L	U	Yes	Moderate	CLS	S	L		Some	No	Mammals	E	No	SP, BS, ST	
Shoestring Acacia	Acacia stenophylla	Fabaceae	20-30'	10-20'	F	M-L	U	Yes	Low	CLS	W	L		Yes	No	Birds	E	No	SP, ST	
Strawberry Madrone (Strawberry Madrone)	Arbutus unedo	Ericaceae	20-35'	20-35'	S-M	L	L	When established	Low	CLS	S	L		F	Yes	No	Birds	E	No	SC, ST, SH
Toyon	Heteromeles arbutifolia	Rosaceae	15-25'	8-15'	S-M	L	L	Yes	Low	CLS	M	L		C	No	No	Bees, Birds	E	Yes	SC
Tulip Tree	Liriodendron tulipifera	Magnoliaceae	60-80'	40'	F	L	M	No	High	CL	M-S	M		Yes	No	Birds	D	No	SP, SH, ST	
Valley Oak	Quercus lobata	Fagaceae	50-70'	50'	F	L	M	Moderate	Low	LS	M-S	M		F	Yes	Yes	Birds, Squirrels	D	Yes	SP, R, SH
Weeping Bottlebrush	Callistemon viminalis	Myrtaceae	15-20'	15-20'	F	L	H	Yes	Moderate	CLS	M	L		F	Yes	No	Bees, Birds	E	No	SC, ST

Mature Size: Mature height in feet. Under about 25 feet is considered "utility friendly."

Canopy Size: Typical canopy size in feet.

Growth Rate: F = Fast, M = Medium, S = Slow. Growth rates are relative and assume irrigation, with fast being at least 24 inches per year of growth and slow being 12 or fewer inches per year.

Longevity: L (Long) >30 years, M (Medium) 15-30 years, S (Short) <15 years. In general, tree lifespan is shorter in Kern County than in the northern and eastern US, both for individual species and for the entire urban forest.

BVOC Emissions: N = Negligible, L = Low, M = Medium, H = High, U = Unknown. Biogenic volatile organic compounds contribute to smog formation.

Water Use: Water use is relative. Low typically means only summer irrigation is needed, 2-4x per month, Moderate means regular summer irrigation is needed and supplemental irrigation may be needed in winters with low rainfall. High indicates a need for regular irrigation throughout the year. Each species has particular preferred watering schemes which are beyond the scope of this table.

Soil Texture: C = Clay, L = Loam, S = Sand. CLS = Clay, Loam, or Sand.

Branch Strength: W = Weak, M = Moderate, S = Strong.

Root Damage Potential: L = Low, M = Moderate, H = High.

Fire Resistance: U = Unfavorable, F = Favorable, C = Conflicting, blank = unknown.

Evergreen/Deciduous: E = Evergreen, indicating leaves stay on the tree are and are green year round. D = Deciduous, indicating leaves fall from the tree in fall/winter and regrow in spring/summer.

Best Use: SC = Screen, SP = Specimen, R = Riparian, BS = Buffer strip, C = Container, ST = Street tree, SH = Shade tree. Each use is described in detail in the Urban Forest Plan.

RESOLUTION NO. 2021- 0014
A RESOLUTION OF THE CITY COUNCIL OF THE CITY OF MCFARLAND APPROVING
URBAN FORESTRY GUIDELINES

WHEREAS, the City Council of the City of McFarland adopt and take action to add Urban Forestry Guidelines as a guide for creating street trees and parking lot landscaping within the City of McFarland.

WHEREAS, the City of McFarland, as lead agency, has determined that this action is not a project within the meaning of the California Environmental Quality Act (California Public Resources Code §§ 21000, et seq., "CEQA") and CEQA Guidelines (Title 14 California Code of Regulations §§ 15000, et seq.) Section 15378 and is therefore exempt from CEQA; and

WHEREAS, the City Council, through its clerk, did set Thursday, April 8, 2021 at the hour of 6:00 p.m. in the Council Chambers located at 103 W. Sherwood Ave, McFarland California as the time to adopt an Urban Forestry Guidelines; and

WHEREAS, the City Council will consider both written and oral testimony on Industrial Design Guidelines.

NOW THEREFORE BE IT RESOLVED, by the City Council of the City of McFarland that it hereby finds and determines as follows:

- 1) The foregoing recitals are true and correct.
- 2) The proposed Urban Forestry Guidelines will be adopted to guide the installation of street trees and parking landscaping in the City of McFarland.
- 3) The City Council adopt these Industrial Design Guidelines as a guide for industrial developments in the City of McFarland.

I hereby certify that the foregoing is a full, true and correct copy of the resolution of the City Council of the City of McFarland at a meeting held on Thursday, April 8, 2021, moved by _____ and seconded by _____, duly adopted and passed by the following vote:

AYES:

NOES:

ABSENT:

ABSTAIN:

BY ORDER OF THE CITY COUNCIL OF THE CITY OF MCFARLAND.

Attest:

Approved:

Francisca Alvarado, City Clerk

Sally Gonzalez, Mayor

**MEMORANDUM
CITY OF MCFARLAND**

TO: Honorable Mayor and Council Members

FROM: Maria Lara, City Manager
Larry A Ronk III, Acting Community Development Director

DATE: April 8, 2021

SUBJECT: Economic Strategy Program

PROJECT DESCRIPTION

The Economic Strategy Plan provides the City of McFarland with strategies on how to approach and achieve the economic development goals that are demonstrated by the General Plan. This Economic Strategy Program reflects both the goals provided by the general plan and the work completed by Cal Poly San Luis Obispo's Graduate Studio.

The Economic Strategy Plan was created between Cal Poly and the City of McFarland staff to maintain momentum in the investment and growth of the city.

The Economic Strategy Plan is demonstrated and achieved through three pillars and phases.

BACKGROUND

The Draft General Plan for the City of McFarland, which is currently in the environmental review process, includes a set of goals and policies that promote economic development for the community. These goals and policies are then reinforced with strategic approaches presented in the Economic Strategy Plan.

The overall goal of the City of McFarland Economic Strategy Program is to encourage and promote the continuous investments in the city.

The Economic Strategy Program is based on three pillars:

1. Future Development.
 - a. Actions to guide infill development as well as new development in the South McFarland planning area.
2. Retention and Creation of Jobs.
 - a. Retaining existing businesses and helping them thrive and expand.
3. Talent.
 - a. Programs and strategies to attract and retain a talent pool that is ready and trained for high skilled jobs.

ENVIRONMENTAL REVIEW

This action is not a project within the meaning of the California Environmental Quality Act (California Public Resources Code §§ 21000, et seq., "CEQA") and CEQA Guidelines (Title 14 California Code of Regulations §§ 15000, et seq.) Section 15378 and is therefore exempt from CEQA. It will not result in any direct or indirect physical change in the environment because the Guidelines would be applicable to proposed projects going through individual environmental review and assessment, nor does this action involve an irrevocable commitment of resources by the City of McFarland, as the projects would be evaluated as a part of proposed project's typical submittal.

FISACL IMPACT:

There is no fiscal impact as staff would review development project as a part of its normal project review.

RECOMMENDATION:

The Planning Commission recommends that the City Council adopt the Economic Strategy Program.

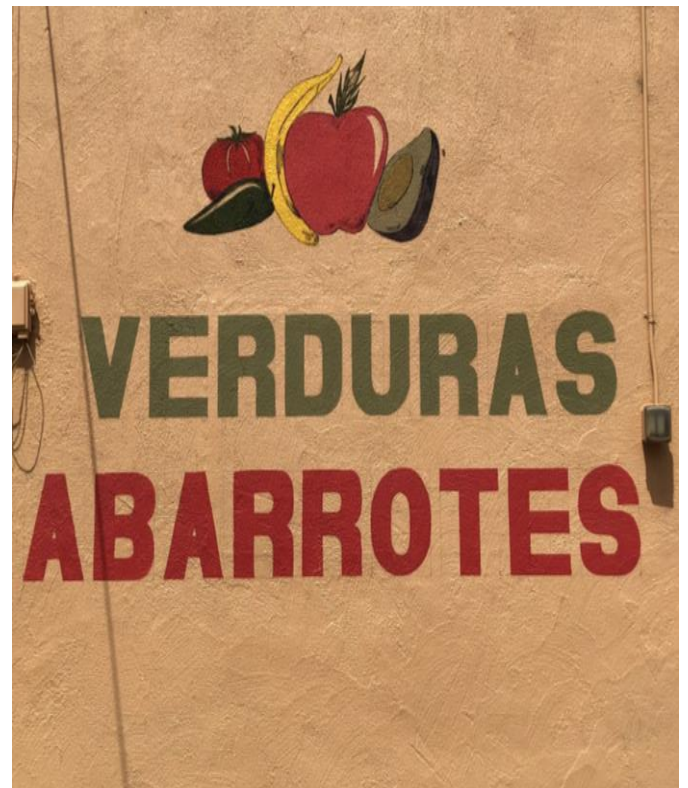
ATTACHMENTS

Attachment A – Economic Strategy Program
Attachment B – Resolution No. 2021-0015



Economic Strategy

City of McFarland



City of McFarland – Economic Strategic Plan

Nicole Justine Brown

June 08, 2020

Prepared for the City of McFarland, CA as partial fulfillment of the requirement for CRP 556 Community Planning Lab III, Department of City & Regional Planning, California Polytechnic State University, San Luis Obispo, CA.

ACKNOWLEDGEMENTS

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EXECUTIVE SUMMARY

The purpose of this Economic Strategic Plan is to provide City of McFarland with strategies to achieve its economic development goals that are set forth in the General Plan. This Economic Strategic Plan is informed by both the goals of the currently adopted General Plan, and also, emanates from the work done by Cal Poly's Graduate Studio.

The aim of this Economic Strategic Plan is to keep the momentum of reinvestment and growth in the City going strong and amplify the great economic footwork that the City has already done. McFarland's downtown core located on West Kern Ave., has seen a renaissance in the last few years after the opening of a new Rite-Aid, which, now serves to anchor the downtown and attract new investment.



Downtown McFarland 2012



Downtown McFarland 2020



Downtown McFarland 2020

Three Pillars

To achieve an ecosystem of reinvestment and growth three pillars were established in this Economic Strategic Plan. The three pillars of this Plan are: 1) Future Development, 2) Retention & Creation of Jobs, and 3) Talent.

Pillar 1: Future Development: contains actions items to guide infill development within the City and development within the City's proposed annexation area.

Pillar 2: Retention and Creation of Jobs: contains action items that focus on retaining existing business in the City and helping those businesses thrive and grow deep roots within the community.

Pillar 3: Talent: contains actions items to attract and retain dynamic companies through a talent pool that is ready and trained for high skilled dynamic work.

Key Assessments:

- A core economic goal of the current General Plan is to strategically annex new lands into the City for the purpose of industrial activities. This goal is addressed within this Economic Strategic Plan by action items to form, zone, and market the proposed annexation area to developers and industrial business. (Pillar 1)
- The General Plan recently completed by Cal Poly's Graduate studio calls for compact development that maximizes the use of land within the City limits. The Economic Strategic Plan addresses this goal by identifying all vacant parcels in City and creates economic development action items with the intention of boosting the desirability to develop these lands into mixed-uses through the activation of East and West Kern Ave. by action items that utilize the community core to its fullest extent. (Pillar 2)
- There has been a steady rise in high school graduation rates but there is still a gap from those high school graduates going onto college, key action items in this Plan create linkages from the early college program to the business community in order for students to have a pipeline to opportunities in high skilled sectors in the region. (Pillar 3)

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1 INTRODUCTION

1.1 PURPOSE

The purpose of this Economic Strategic Plan is to provide the City of McFarland with strategies to help the City achieve its economic development goals identified in the General Plan. The current General Plan was adopted in 1991 and was meant to serve as the guiding General Plan document up to 2011.

A key economic goal found in the Land Use Element of the 2011 General Plan is to “encourage development of light industry in area to make the community self-sufficient economically by 2011”. Under that objective, policy was created to seek out and actively recruit appropriate industry, this policy was followed by two implementation measures: implementation 1) provide an environment conducive to economic growth in suitable parts of McFarland and implementation 2) rezone and/or annex areas suitable for industrial development.

This Economic Strategic Plan also emanates from work done in by Cal Poly’s Graduate Studio which included a General Plan Update Background Report and General Plan Update Draft General Plan. The main economic goals of these documents are to create a resilient local economy; an appealing place to live and work; and a business-friendly and business ready environment. A core objective in this General Plan is to create a dynamic and compact city by aggressively identifying and utilizing infill spaces. The zoning map created by Cal Poly’s Graduate Studio can be seen in appendix 2.

1.2 COUNTY ECONOMIC DEVELOPMENT STRATEGIES

The county that McFarland is located within, Kern County, adopted a County Comprehensive Economic Development Strategy (CEDS) in 2010, and was last updated in 2013. The CEDS was created in order for the County to be eligible to complete for grant funds through the U.S Department of Commerce Economic Development Administration (EDA). The CEDS uses a cluster based economic development approach and the clusters are established as groups of related businesses.

CEDS identified seven significant industry clusters in Kern County, these are:

- Value-Added Agriculture; such as food processing work, particularly carrot and tomato processing.
- Transportation, Logistics, and Warehousing; boasting major distribution centers for IKEA, Target and Sears.

- Energy and Chemicals; such as wind, solar, biomass and geothermal energy.
- Aerospace and Defense; leading business cluster in County due to presence of air force bases.
- Business and Professional Services; an emerging cluster building on the location of key insurance and financial services assisting the San Joaquin Valley.
- Tourism, Recreation and Entertainment; also an emerging cluster and is focused in retiree entertainment markets.

Kern County's CEDS aim is to strengthen its seven industry clusters in order to create value chain linkages within the community and across California, the United States, and the world.

1.3 PROCESS TO CREATE STRATEGIC PLAN'S PILLARS

The process to develop the three pillars within the Economic Strategic Plan included a demographic and economic analysis of McFarland's community; a review of local economic development strategies including the City of Bakersfield's Economic Opportunity Areas report and the City of Delano's Strategic Economic Development Plan; meetings with City Staff; and gathering feedback from the City's Thought Leaders, or, those identified as top employers or tax generators within McFarland.

1.4 PUBLIC ENGAGEMENT

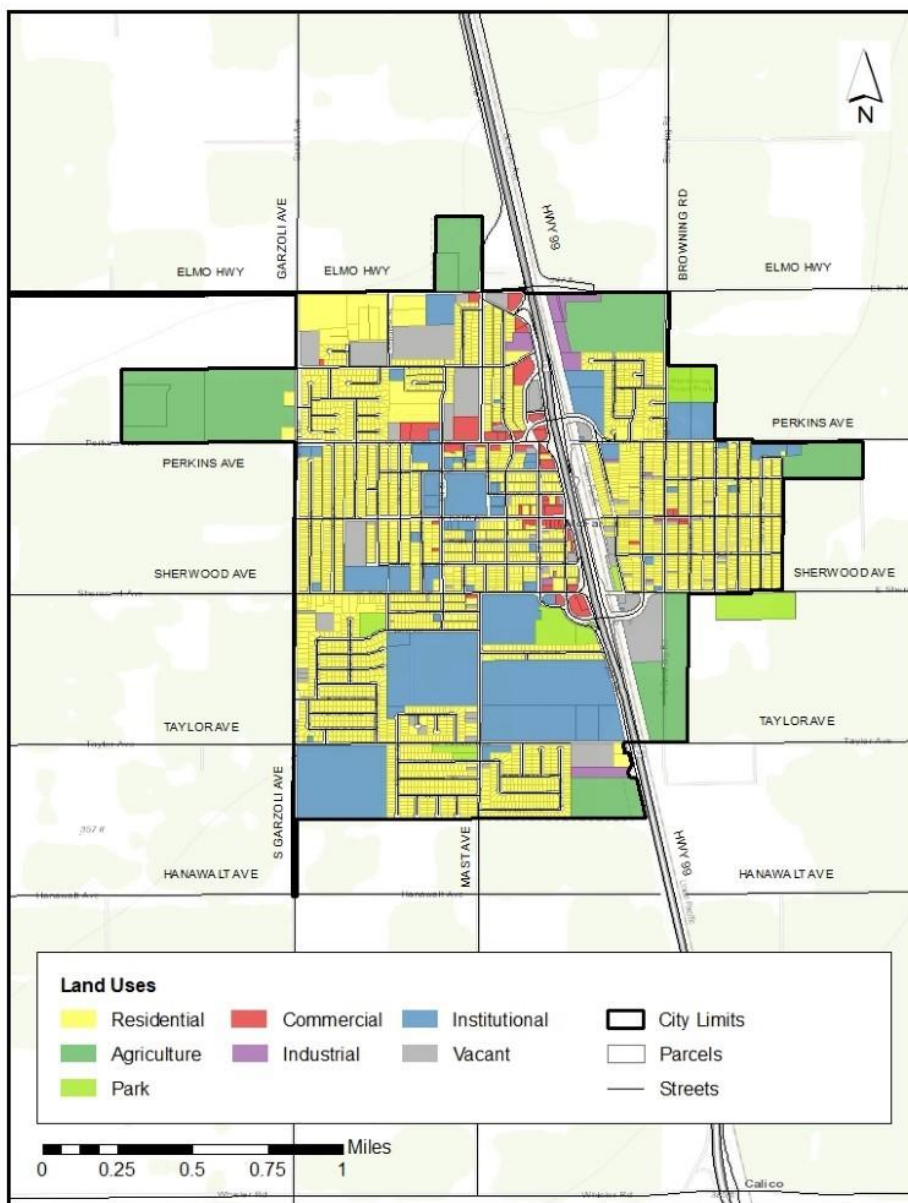
Community input on McFarland's Economic Development Element was gathered during four public meetings held during the General Plan Update process which took place from 2019 to 2020. Within the second community meeting participants were asked a series of economic development questions on how they would like to see future development prioritized in McFarland. When asked what types of industry they would like to attract to the City, the majority of responses cited "distribution centers". When asked what types of retail they would like to see, the majority response was "food services". When asked what types of restaurants they would like to see in the City, the majority response was tied with responses citing a desire for "fast casual" and for "family/sit down" restaurants.

Additionally, a survey was created and feedback was solicited from a special group identified as Thought Leaders, which were identified as top employers and sales tax generators in the City. Thought Leader feedback was utilized to sharpen the strategies identified within the three pillars. Their feedback was key in helping identify key ideas to prioritize and insightful on narrowing down core ideas. The survey sample can be seen in appendix 1.

2 EXISTING CONDITIONS

The City of McFarland is located approximately 25 miles north of Bakersfield and approximately seven miles south of Delano. The City is bisected by State Highway 99 which creates two distinct sections: East and West McFarland. The eastside of McFarland is largely residential with some neighborhood serving commercial along East Kern Avenue. The westside hosts the City's main commercial corridors along West Perkins Ave and West Kern Ave., City Hall, and the majority of institutional services (such as schools, the library, and police department).

Map 1.4.1: McFarland Land Use Map



Source: Cal Poly Graduate Studio's 2019 Land Use Inventory

2.1 RESIDENTIAL AREA

The most predominant residential housing type in McFarland is single family homes. This housing type comprises 95 percent or 455.15 acres of residential land in the City, where the remaining 5 percent or 25.50 acres of residential land is comprised of apartment complexes. Residential neighborhoods are present in both- East and West sides of the City. However, most of the apartment complexes and mixed-use dwellings are found in the Central Business District on the westside of the City. Residents in McFarland are primarily homeowners; 58 percent of housing units are owner occupied. This is a strength to the City; homeowners are more likely to be involved and contribute to the long-term success of their community.

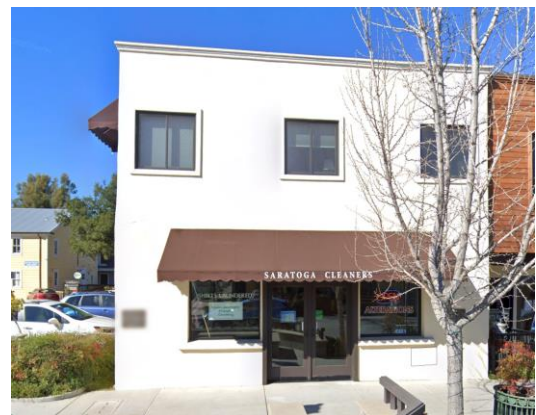
Table 2.1.1 Residential land use breakdown by parcel and acreage, 2019				
Residential Land Use	Parcels	Acreage	Percent of Residential Acreage	Percent of Residential Parcels
Single Family	2,611	455.15	95%	99%
Apartment	25	25.50	5%	1%
Mobile Home	3	0.59	<1%	<1%
Total	2,639	481.24	100%	100%

Source: Cal Poly Graduate Studio's 2019 Land Use Inventory

Recently adopted ordinance NO. 001-2020, creates a commercial residential mixed use (CRMU) zoning district which allows for a blend of commercial, retail, office, and residential uses to establish in existing commercial districts (CO and C-1). The new ordinance will allow for densification in commercial nodes of the City including the areas along East and West Kern Ave., West Perkins Ave. and West Sherwood Ave. Additionally, these commercial nodes will offer a mixed-use typology of housing that is currently not abundant in McFarland, which permits mixed-use buildings to have neighborhood serving retail and services uses on the lower floors and residential units on the upper floors of new development.

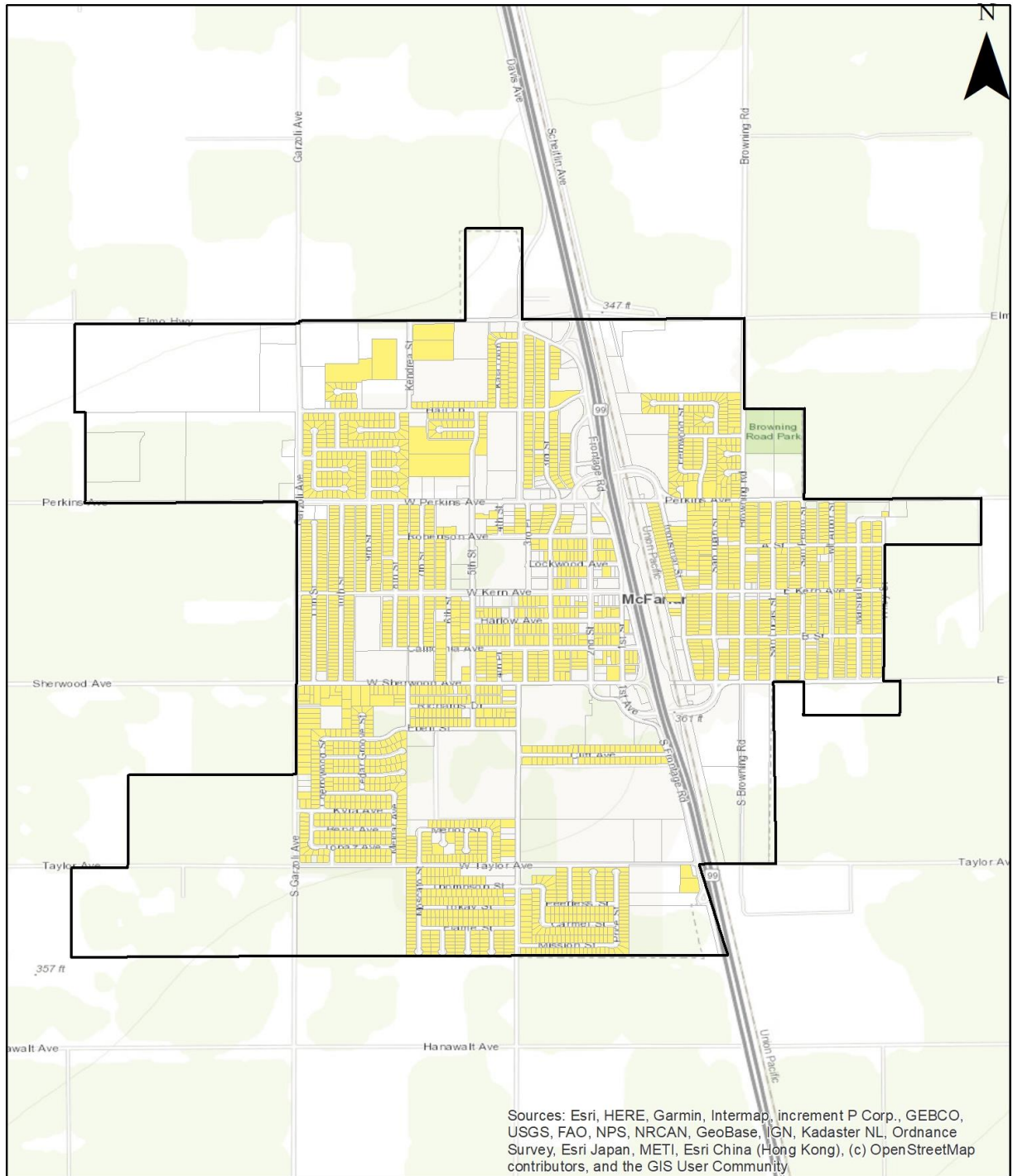


Example of Single-Family Home in McFarland, CA



Example Mixed Use Building in Saratoga, CA

Map 2.1.1: Distribution of Residential Land Uses in McFarland, CA - 2020



Legend

- City of McFarland Boundary
- Residential

0 0.25 0.5 Miles

2.2 COMMERCIAL AREA

Commercial land uses include office, retail, and service uses (such as hair salons). According to the Cal Poly Graduate Program's 2019 Land Use Inventory, the City has a total of 25.87 acres of commercial property, with service comprising 64 percent or 16.46 acres, retail comprising 35 percent or 9.03 acres, and office comprising 1 percent or 0.38 acres. The majority of these commercial uses are located on the westside of the City along West Perkins and West Kern Avenues.

Table 2.2.1 Commercial land use distribution, 2019		
Land Use	Acreage	Percent of Commercial
Office	0.38	1%
Retail	9.03	35%
Service	16.46	64%
Total	25.87	100%

Source: Cal Poly Graduate Studio's 2019 Land Use Inventory

Commercial opportunities in McFarland have increased with the passage of ordinance NO. 003-2019, which establishes a highway commercial (CH) zoning district to guide development along highway 99 and is designed to accommodate business and retail uses that provide merchandise and services desired by motorists traveling on the highway. This new zoning district will be advantageous as the City establishes its new annexation area shown in map 2.5.1.

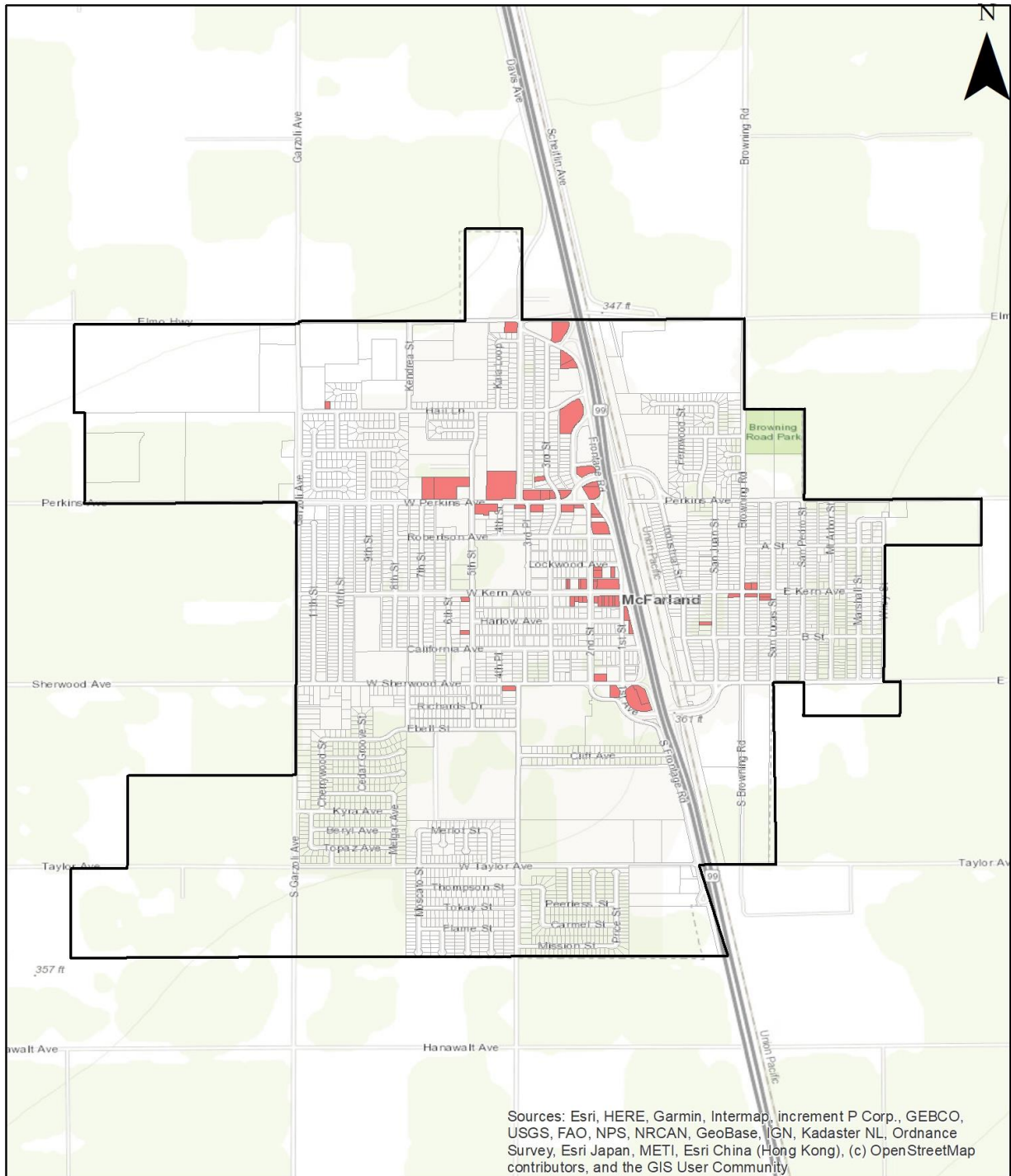


Downtown Businesses on West Kern Ave. in McFarland, CA



Example of Freeway Commercial in Morgan Hill, CA

Map 2.2.1: Distribution of Commercial Land Uses in McFarland, CA - 2020



Legend

- City of McFarland Boundary
- Commercial

0 0.25 0.5 Miles

2.3 INDUSTRIAL AREA

Industrial land uses in McFarland are comprised of agricultural industries and agriculture related services. According to the Cal Poly Graduate Program's 2019 Land Use Inventory, the City has a total of 15.48 acres designated as industrial property, which comprises 1 percent of the land in the City. The majority of agricultural industries are located just outside of the City's limits, and, therefore, are not included in the City's Land Use Inventory.

The leading agricultural crops surrounding the City are cotton, sugar beets, potatoes, and roses. There is also a citrus processing plant and an almond hulling facility just outside the City boundary. An abundance of private label wineries and cold storage facilities also exist in the McFarland/Delano/Wasco area.

The current General Plan (2011) calls to encourage the development of light industry in area to make the community self-sufficient economically by 2011. Under that objective, policy was created to seek out and actively recruit appropriate industry; under this policy is an implementation measure to rezone and/or annex areas suitable for industrial development. With the annexation highlighted in map 2.5.1, this implementation measure can be achievable by harnessing this annexation area off of highway 99 and zoning the lands for industrial uses.

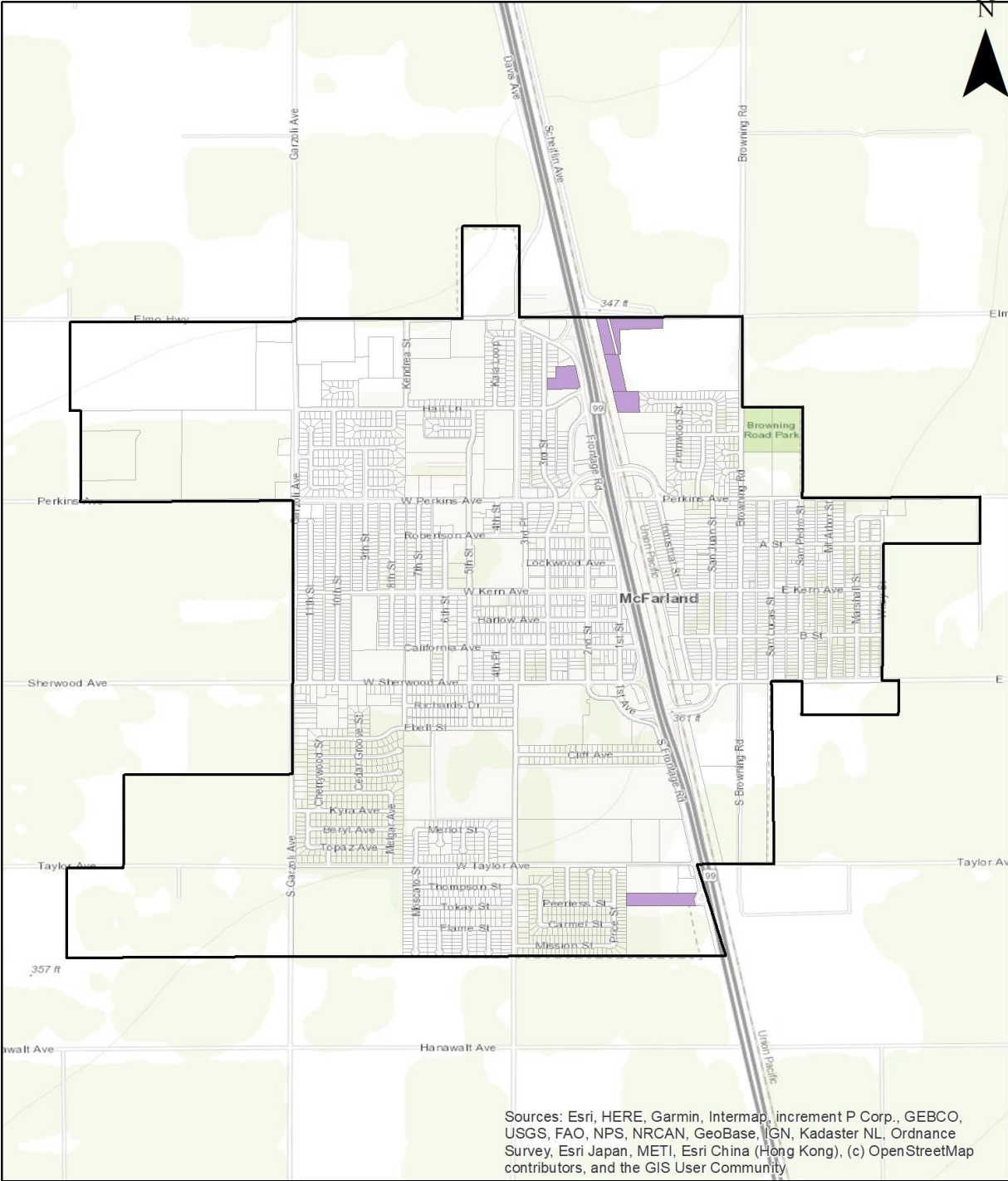


Greenfield Hay Sales, just outside McFarland, CA



Georgia Pacific, just outside McFarland, CA

Map 2.3.1: Distribution of industrial land uses in McFarland, CA - 2020



Legend

-  City of McFarland Boundary
-  Industrial

0 0.25 0.5 Miles

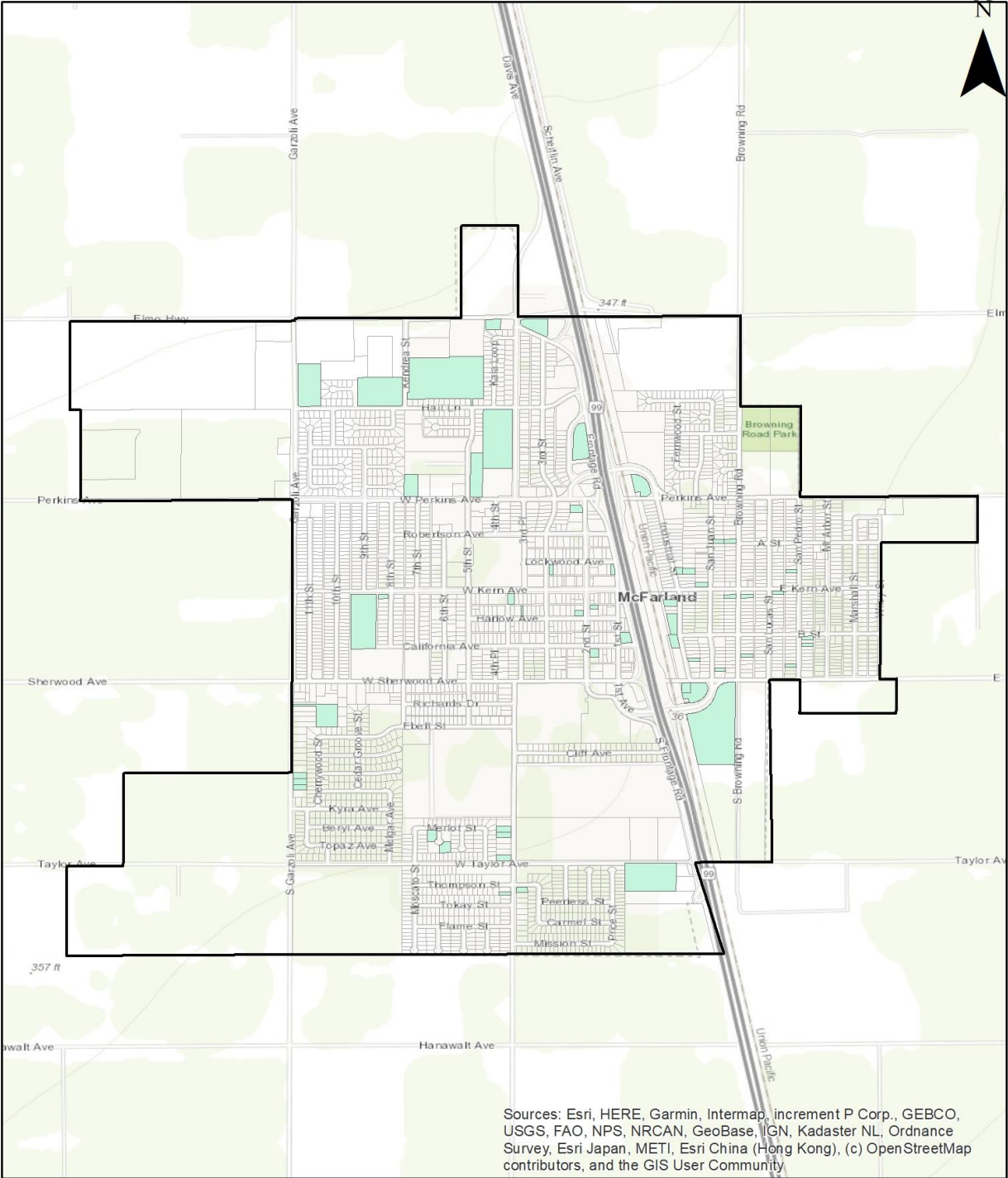
2.4 VACANT LAND

There is currently 74.23 acres of vacant land in the City, accounting for 6 percent of the total land area in the City. As far as community aspirations for future development, public comments collected from Cal Poly's Graduate Studio identified a desire for commercial and mixed-use development with community spaces. Residents stated that limited opportunities in McFarland lend them and their families to driving out of town to access restaurants; "big box" stores and other retail; and for employment.



Vacant land available for sale off Elmo Hwy, McFarland, CA

Map 2.4.1: Distribution of Vacant Land Uses in McFarland, CA - 2020



Legend

-  City of McFarland Boundary
-  Vacant Parcels

0 0.25 0.5 Miles

2.5 SOI AND ANNEXATION

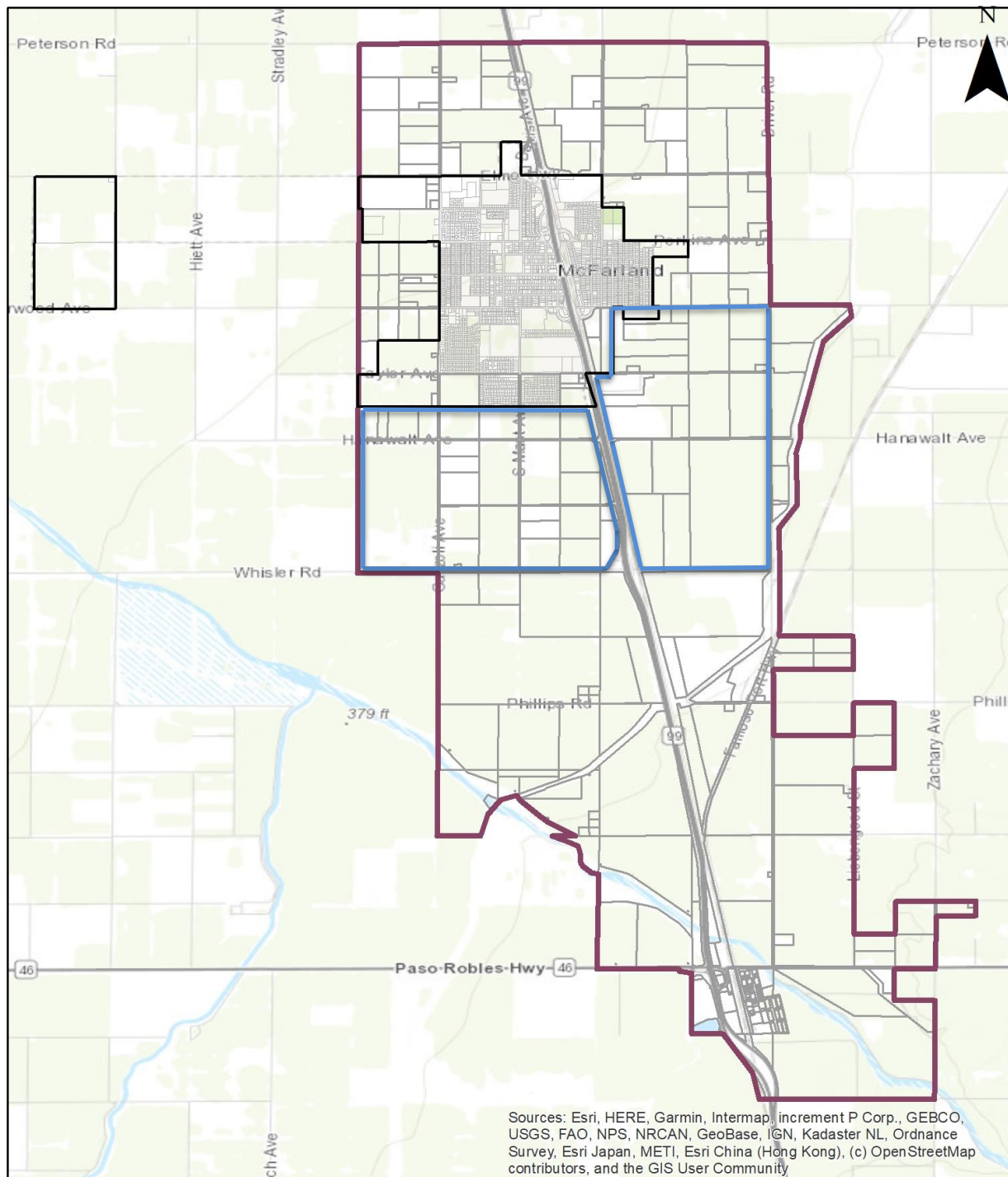
Sphere of Influence (SOI) is defined as a planning boundary outside of any agency's legal boundary or city limit, which designates the agency's probable future boundary and service area. The SOI boundary must be approved by the Local Agency Formation Commission (LAFCo), which is an independent agency with jurisdiction over cities and sole purpose is to promote orderly growth; discourage urban sprawl; and preserve open space and prime farmlands. McFarland's SOI extends North to Peterson Rd. and South along Highway 99 to Jackson Ave., the total boundary can be seen in map 2.5.1.

An annexation is the process by which an agency uses to expand its boundaries into adjacent areas not already incorporated into a city. McFarland is in the process of annexing an area of approximately 3.30 square miles (or 2,091.85 acres) within its SOI, the boundary begins at East Sherwood Ave. and extends down to Whisler Rd., the boundary can be seen on map 2.5.1. This annexation will provide McFarland with more presence along Highway 99, including the Whisler Rd. freeway interchange.

Key opportunities in this annexation area:

- 1) Utilize new highway commercial (CH) zoning in a linear fashion along highway 99 and employ the Whisler Rd. freeway off ramp as key location for highway commercial serving uses.
- 2) Utilize lands not directly off the highway as industrial zones, which can serve to provide more land for industrial development in the City.

Map 2.5.1: SOI & Whisler Annexation, McFarland, CA - 2020



Legend

-  City of McFarland Boundary
 Proposed Sphere of Influence
 Tentative Annexation to Whisler Rd.

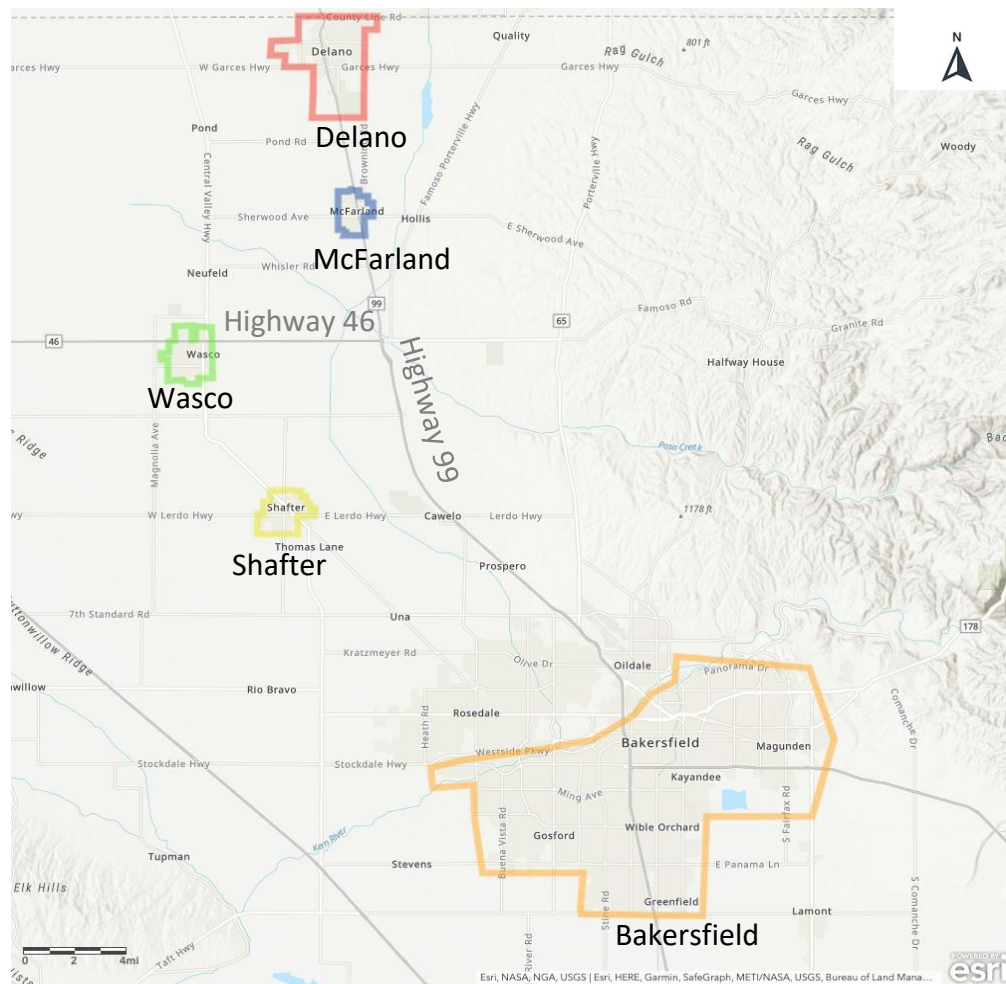
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3 DEMOGRAPHIC & ECONOMIC INFORMATION

This section outlines trends in population, employment, income, and commuting as a way of gaining insight into potential market demand in McFarland. These insights serve to provide an understanding of development potential.

Demographics provide an insight into residents' spending capacity and age-related spending trends, demand for goods, services and housing preferences, competitive advantage in attracting business, healthcare and education needs, and the most significant industries. Sources used in this section include the Department of Finance, Kern Council of Governments, and Cal Poly SLO's Graduate Studio, among others.

A cluster of cities surrounding McFarland was selected to establish the economic performance of McFarland within its local context. The cluster cities were chosen to represent the overall area within which business operations in a similar size, location, and transportation context. The cities identified are McFarland, Shafter, Wasco, Delano, and Bakersfield. Data from Kern County at large will also be utilized as a benchmark. The economic analysis will characterize the City within the greater Bakersfield metropolitan area.



3.1 POPULATION

Population and age distribution provide a snapshot of McFarland's market size and the types of land uses that residents prefer and can support. Age and associated stage in the life cycle impact housing choices and demand for certain goods and services.

From 2000 to 2020, McFarland's population grew from just under 10,000 people to just under 15,000 people, a 67 percent increase in 20 years. Over the same period, neighboring cities Shafter, Wasco, Delano, and Bakersfield grew at a rate of 62.28 percent, 73.61 percent, 74.48 percent, and 62.90 percent, respectively. As a whole, Kern County grew from just under 700 thousand people to just under one million, representing a 68.81 percent increase.

Table 3.1.1: Historic Population McFarland vs. Shafter vs. Wasco vs. Delano vs. Bakersfield vs. Kern County (2000-2020)					
	2000	2005	2010	2015	2020
McFarland	9,835	11,616	12,707	14,064	14,388
Shafter	12,731	14,450	16,917	17,867	20,441
Wasco	21,263	23,666	25,533	26,180	28,884
Delano	39,499	44,353	53,110	52,016	53,032
Bakersfield	247,057	299,363	347,483	370,701	392,756
Kern County	661,653	753,863	839,631	874,264	961,556

Source: California Department of Finance: 2000-2020

Projections estimate that McFarland will have a population of just under 24,000 in 2040, or an increase of 60.73 percent from 2020 (Graduate and Community Planning Program 2019). Likewise, the Kern Council of Governments (KernCOG) estimates that Kern County will have a population just over 1.3 million in 2040, or an increase of 26.55 percent from 2020.

Table 3.1.2: Projected Population City of McFarland vs. Kern County (2000-2040)							
	2000	2005	2010	2015	2020	2030	2040
McFarland	9,835	11,616	12,707	14,064	14,388	18,770	23,690
Kern County	661,653	753,863	839,631	874,264	961,556	1,135,257	1,308,958

Source: California Department of Finance: 2000-2020

Kern Council of Governments: 2000-2040 Long Range Demographics Forecast

McFarland Population Projections: 2030-2040 City of McFarland and Community and Regional Planning Program 2019

3.2 HOUSEHOLD SIZE

Household size provides insight into local housing needs and preferences. The housing cycle typically ranges from more affordable, smaller units (trending towards younger populations that are in their first jobs or young families), to larger units (more room for larger families), then to a return to smaller units once children have left the family home.

From 2000 to 2020, McFarland's household size rose slightly from 4.30 persons per household to 4.51, household size grew 4.65 percent. Over the same period, households in the neighboring cities of Shafter, Wasco, Delano, and Bakersfield's household size also grew at 6.83 percent, 3.86 percent, 4.15 percent, and 7.75 percent, respectfully.

Table 3.2.1: Historic Household Size McFarland vs. Shafter vs. Wasco vs. Delano vs. Bakersfield vs. Kern County (2000-2020)					
	2000	2005	2010	2015	2020
McFarland	4.30	4.41	4.44	4.48	4.51
Shafter	3.67	3.82	3.86	3.91	3.94
Wasco	3.79	3.87	3.86	3.92	3.94
Delano	4.02	4.11	4.11	4.16	4.19
Bakersfield	2.92	3.05	3.10	3.14	3.16
Kern County	3.03	3.21	3.15	3.19	3.24

Source: California Department of Finance: 2000-2020

Cal Poly's Graduate Studio's projections estimate that household size in McFarland will decrease to 3.26 persons by 2040, while KernCOG estimates that the County will see household size increase to 3.34 by 2040. Forecasts of a declining household size may indicate smaller family units living in McFarland as compared to the County in the future.

Table 3.2.2: Projected Household Size City of McFarland vs. Kern County (2000-2040)							
	2000	2005	2010	2015	2020	2030	2040
McFarland	4.30	4.41	4.44	4.48	4.51	3.63	3.26
Kern County	3.03	3.21	3.15	3.19	3.24	3.30	3.34

Source: California Department of Finance: 2000-2020

*Kern Council of Governments: 2000-2040 Long Range Demographics Forecast
McFarland Household Projections: 2030-2040 Cal Poly Graduate Class 2019*

3.3 AGE

The age composition of a community informs expected spending behavior of residents and serves to provide insight on demand for service type jobs, and a profile of the labor pool.

Median age in McFarland is relatively young and estimated to be 25.90 in 2020, an increase of 0.5 from the 2000 median age of 25.40. In neighboring cities of Shafter, Wasco, Delano, and Bakersfield, all exhibited a median age increases from 2000 to 2020 at rates of 0.40, 0.20, 2.20, and 1.40 respectively. At the county level, median age increased 1.40 years from 30.60 in 2000 to 32.00 in 2020. The trend of an aging population within McFarland, neighboring cities, and Kern County is emblematic of broader trends observed statewide.

Table 3.3.1: Historic Median Age McFarland vs. Shafter vs. Wasco vs. Delano vs. Bakersfield vs. Kern County (2000-2020)			
	2000	2010	2020
McFarland	25.4	25.5	25.9
Shafter	26.3	25.4	26.7
Wasco	29.3	27.7	29.5
Delano	27.9	29.5	30.1
Bakersfield	30.1	29.4	31.6
Kern County	30.6	30.9	32.0

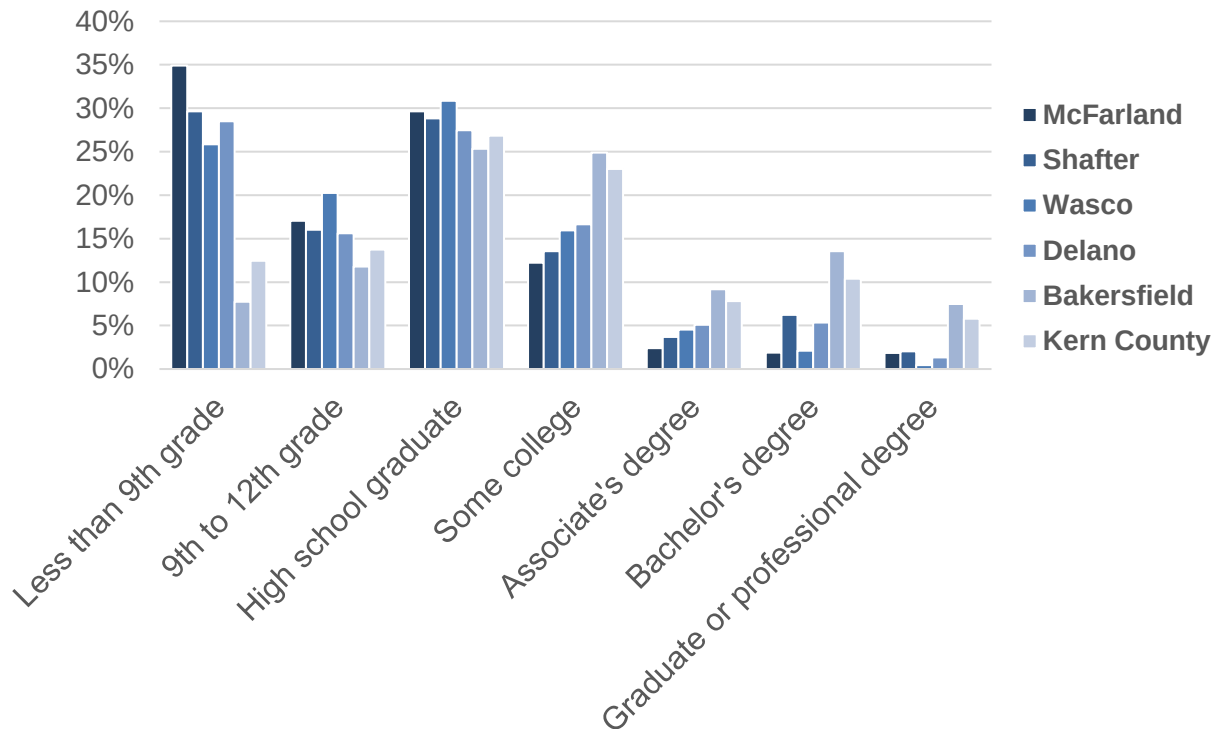
Source: U.S. Census Bureau: 2000-2020, American Community Survey 1-Year Estimates

3.4 EDUCATION LEVELS

Like income, educational attainment levels are an indicator of consumer preference and behavior, it can serve as a factor to industries looking to locate in certain areas as well as retailer's location decisions.

As shown in figure 3.4.1, McFarland has a high share of its adult population, 25 years and over, with "less than a 9th grade" education at 35 percent. McFarland also exhibits a high share of population with a "9th to 12th grade" education at 17 percent. Combining these two categories "less than 9th grade" and "9th to 12th grade" education levels, suggests that 52 percent of McFarland's adult population does not have a high school degree or equivalency.

Figure 3.4.1 Education Level (2018)



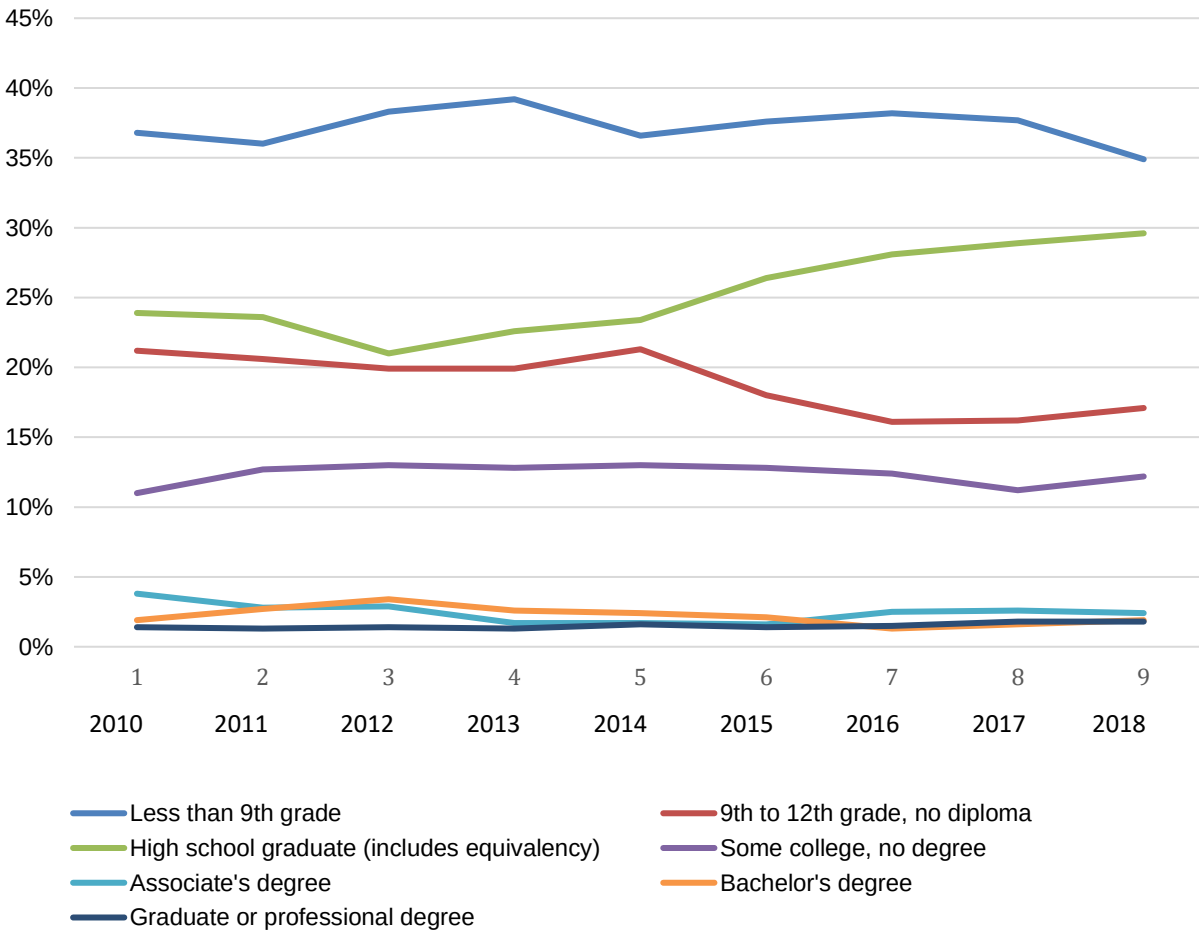
McFarland sees relatively low high school completion rates. Comparing the two categories “less than 9th grade” and “9th to 12th grade” against the rates of the cities chosen in the cluster, the data shown in table 3.4.2, reveals that the cluster cities also exhibit high rates of high school degree non-attainment in their respective populations with Shafter at 46 percent, Wasco at 46 percent, Delano 44 percent, Bakersfield at 20 percent, and Kern County as a whole at 26 percent.

Table 3.4.2: Education Level McFarland vs. Shafter vs. Wasco vs. Delano vs. Bakersfield vs. Kern County (2018)						
EDUCATION	McFarland	Shafter	Wasco	Delano	Bakersfield	Kern County
Population 25 years and over	100.00%	100.00%	100.00%	100.00%	100.00%	100.00%
Less than 9th grade	34.91%	29.63%	25.85%	28.52%	7.75%	12.45%
9th to 12th grade, no diploma	17.07%	16.01%	20.25%	15.62%	11.80%	13.75%
High school graduate	29.63%	28.84%	30.87%	27.45%	25.33%	26.83%
Some college, no degree	12.24%	13.57%	15.96%	16.65%	24.91%	23.01%
Associate degree	2.42%	3.68%	4.52%	5.09%	9.16%	7.80%
Bachelor's degree	1.90%	6.24%	2.10%	5.34%	13.57%	10.38%
Graduate/professional degree	1.84%	2.03%	0.45%	1.33%	7.49%	5.78%

U.S. Census Bureau: 2018 American Community Survey 5-Year Estimates

However, from 2010 to 2018, education levels in McFarland have steadily risen with the percent of those with “less than 9th grade” and “9th to 12th grade” education dropping with the percent of the “high school graduate” group rising. The group “less than 9th grade” education dropped 2 percent and the group “9th to 12 grade” education dropped 4 percent corresponding to the 6 percent rise in the “high school graduate” grouping. See figure 3.4.2.

**Figure 3.4.2 Education levels
McFarland (2010-2020)**



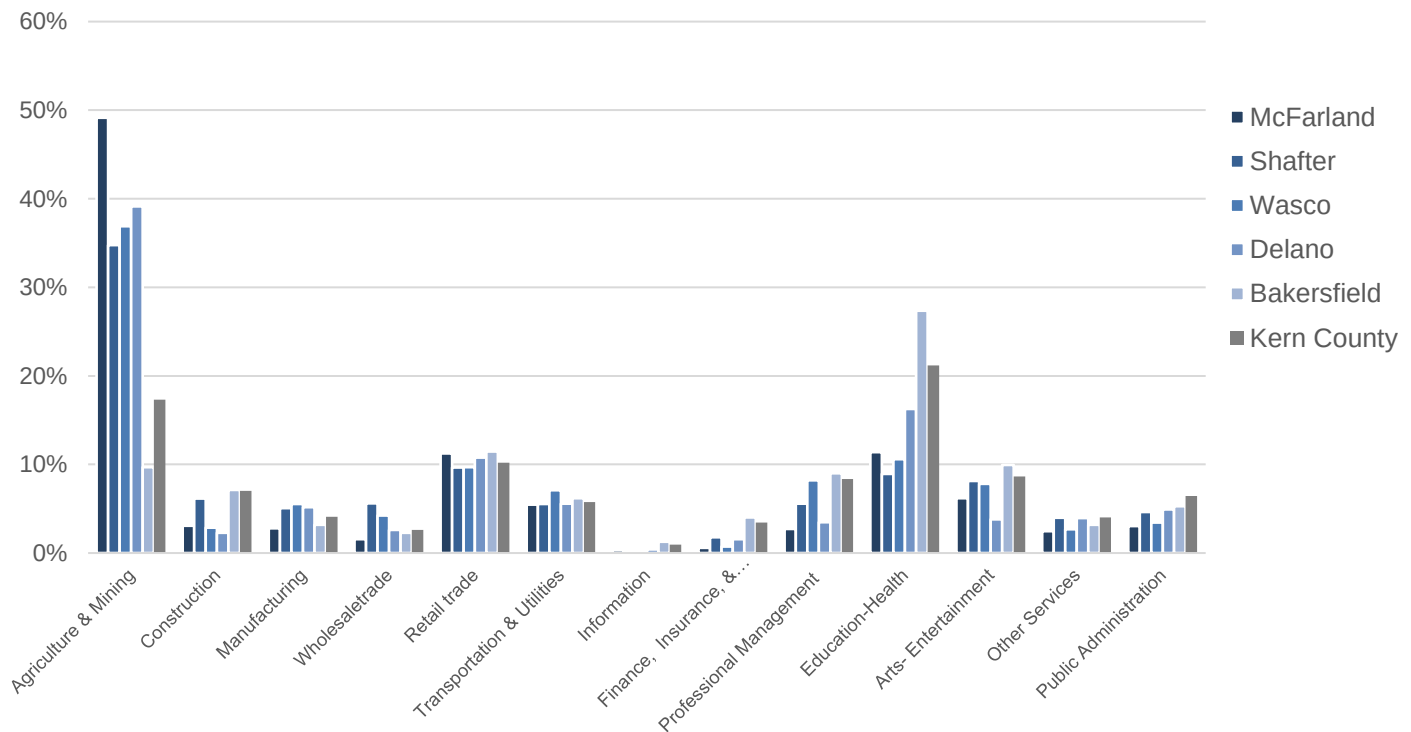
3.5 EMPLOYMENT

Jobs distribution conveys information about economic activity and market preferences. It can also indicate an areas potential competitive advantage to attract new and expand existing industries.

In 2018, 4,932 people were estimated to be employed in McFarland. The leading employment industry for McFarland was agriculture, which employed 2,423 or 49 percent of those employed. Educational and health services, and retail trade were the next two most popular employment industries, each employing 562 and 554 people, respectively, or both at around 11

percent. The top three employment industries in Shafter, Wasco, Delano, and Kern County were also agriculture, education-health, and retail trade. Bakersfield has a slightly stronger arts-entertainment employment over agriculture. Employment trends in McFarland are in line with the cluster cities selected, and is evidence of a connected jobs market, that is dependent on agriculture, education and health services, and retail trade.

Figure 3.5.1 Employment by industry (2018)



**Table 3.5.1: Employment by Industry
McFarland vs. Shafter vs. Wasco vs. Delano vs. Bakersfield vs. Kern County (2018)**

INDUSTRY	McFarland	Shafter	Wasco	Delano	Bakersfield	Kern County
Civilian employed population 16 years & over	4,932	6,370	8,094	18,146	166,626	348,493
Agriculture	2,423	2,215	2,985	7,101	16,173	60,310
Construction	152	393	231	415	11,865	24,454
Manufacturing	137	322	448	942	5,313	14,232
Wholesale trade	77	358	344	475	3,781	9,113
Retail trade	554	616	785	1,957	19,113	35,529
Transportation & Utilities	269	352	574	1,014	10,288	20,059
Information	16	11	0	75	2,113	3,371
Finance, Insurance, & Real Estate	29	113	58	285	6,694	11,935
Professional Management	135	356	665	631	15,004	29,060
Education – Health	562	568	857	2,953	45,567	73,859
Arts – Entertainment	306	518	631	689	16,558	30,104
Other services	121	253	216	716	5,325	13,987
Public Administration	151	295	279	893	8,832	22,480

U.S. Census Bureau, 2018 American Community Survey 5-Year Estimates

3.6 LOCATION QUOTIENT

Location Quotient (LQ) is a metric used to quantify how concentrated a particular industry, occupation, cluster, or demographic group is in an area or city in comparison to a larger region. A higher LQ value indicates a higher concentration relative to a larger region. LQ values greater than two identify a strong industry cluster; LQ values less than 0.5 identify a weak industry cluster.

In 2018, as shown in table 3.6.1, the location quotient between McFarland and Kern County shows a clear specialization in the agriculture sector in McFarland, with an LQ of 3.53. Utilities and arts-entertainment placed second and third with LQs of 2.33 and 1.36, respectively. All other sectors showed they were least common employment industries for McFarland residents and a LQ of 0, in comparison to the County.

Table 3.6.1: LQ by Employment Sector City of McFarland vs. Kern County (2018)			
INDUSTRY	City of McFarland	Kern County	LQ
Management & Enterprises	0	678	0.00
Real Estate & Rental and Leasing	17	5,528	0.22
Administration, Waste Management & Remediation	56	18,015	0.22
Mining, Quarrying, & Oil & Gas Extraction	52	12,499	0.30
Finance & Insurance	29	6,407	0.32
Information	16	3,371	0.34
Construction	152	24,454	0.44
Public Administration	151	22,480	0.48
Health Care & Social Assistance	289	42,052	0.49
Professional, Scientific, & Technical Services	79	10,367	0.54
Accommodation & Food Services	196	24,328	0.57
Wholesale Trade	77	9,113	0.60
Transportation & Warehousing	172	20,059	0.61
Educational Services	273	31,807	0.61
Other Services	121	13,987	0.62
Manufacturing	137	14,232	0.69
Retail Trade	554	35,529	1.11
Arts - Entertainment	110	5,776	1.36
Utilities	97	2,969	2.33
Agriculture	2,371	47,811	3.53
Total	4,932	351,462	1.00

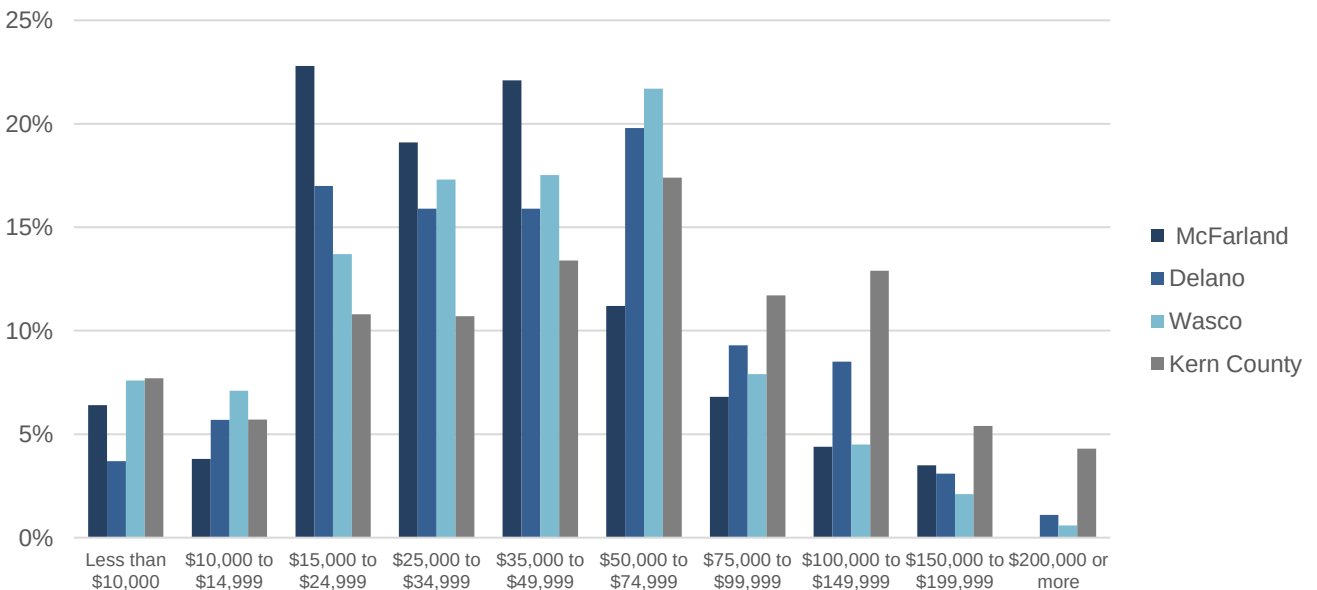
U.S. Census Bureau, 2018 American Community Survey 5-Year Estimates

3.7 INCOME

Household income is an indicator of residents' spending power and preference for a range of commercial and residential land uses. Household income positively correlates with retail expenditures in many product categories. When looking for markets to locate in, retailers look at the median or average household income in a trade area and will seek a minimum number of households with certain income targets before establishing a business. Income is also a determinate of what types of housing residents can afford such as multi-family units, single family units or whether the market is right for rentals or for sale units.

In 2018, the median income in McFarland was estimated at \$33,281, lower than Delano and Wasco's median income of \$41,549 and \$37,917 respectively, and the County's median income of \$51,579. The percent of residents in McFarland in the "\$15,000 to \$24,999", "25,000 to 34,999", and "35,000 to \$49,000" income brackets are notably higher than Delano, Wasco, and Kern County. The income patterns in McFarland suggest a less affluent population with less spending power than what is typical for the region.

**Figure 3.7.1 Income distribution
McFarland vs. Delano vs. Wasco vs. Kern county**



3.8 DISCRETIONARY SPENDING

The discretionary spending analysis illustrates current spending patterns. The data allows for extrapolation on how many dollars can be expected to flow through expenditure categories. It can also demonstrate expected spending habits of future residents and provide a basis for how much commercial development might be supported by those residents. Percentages shown in table 3.8.1 are based on expenditure estimates from the Bureau of Labor Statistics' Consumer

Expenditures for the 2016-2017 calendar year for the Los Angeles Metropolitan Statistical Area. The average annual expenditures for McFarland have been calculated by apply these percentages to McFarland’s 2017 median household income of \$35,069.

Annual discretionary spending on housing citywide was estimated to be almost 37 million in 2017, by far the largest of any category, while expenditures on transportation estimated to be almost \$11 million, second among all categories. In total, McFarland is estimated to have a \$108 million-dollar annual consumer market.

Table 3.8.1: Discretionary Spending City of McFarland (2017)			
	Estimated Discretionary Spending per Household	Total Estimated Household Spending	Estimated Discretionary Spending as a Percentage of Total Spending
Average annual expenditures	\$35,069	\$107,872,244	96%
Housing	\$12,000	\$36,912,000	34.22%
Transportation	\$3,500	\$10,766,000	9.98%
Personal insurance and pensions	\$2,400	\$7,382,400	6.84%
Food at home	\$7,200	\$22,147,200	20.53%
Healthcare	\$2,400	\$7,382,400	6.84%
Food away from home	\$1,200	\$3,691,200	3.42%
Apparel and services	\$1,200	\$3,691,200	3.42%
Entertainment	\$1,200	\$3,691,200	3.42%
Personal care products and services	\$2,500	\$7,690,000	7.13%

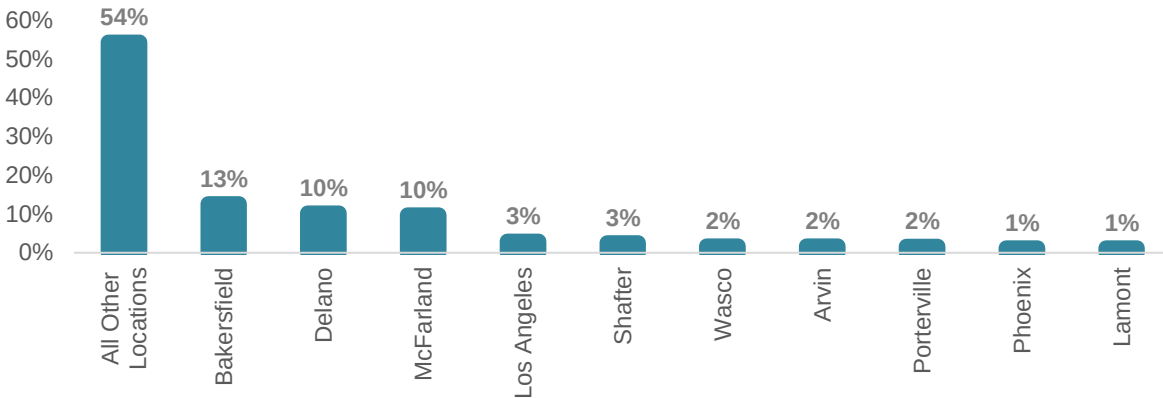
Note: Based on median household income of 3,076 households, and consumer spending estimates for the Los Angeles Metropolitan Area.

Source: U.S. Census Bureau, 2018 American Community Survey 5-Year Estimates, Bureau of Labor Statistics

3.9 COMMUTING PATTERNS

Commuting patterns of residents traveling from their home to place of employment identifies change in the daytime and nighttime populations, which may affect as areas ability to support commercial activity. Of the 6,743 workers who live in McFarland, 6,084 or 90 percent work outside of the City. The first and second most common destination for commuters were “All Other Locations” at 3,664 workers and Bakersfield with 851 workers; however, 659 workers living in McFarland (10 percent) also work in McFarland.

**Figure 3.9.1 Commuter destination
McFarland (2017)**



3.10 SALES TAX ANALYSIS

Sales tax receipts demonstrate the strength of a city's retail market. As shown in table 3.10.1, McFarland has lower taxable transactions than the majority of the cities in Kern County, only surpassing Maricopa, a city 8 times smaller in population than McFarland. Taft and Tehachapi are smaller in population than McFarland and report 312 percent and 736 percent more in taxable transactions respectively compared to McFarland.

**Table 3.10.1: Taxable Transactions by Jurisdiction
Cities within Kern County (2018)**

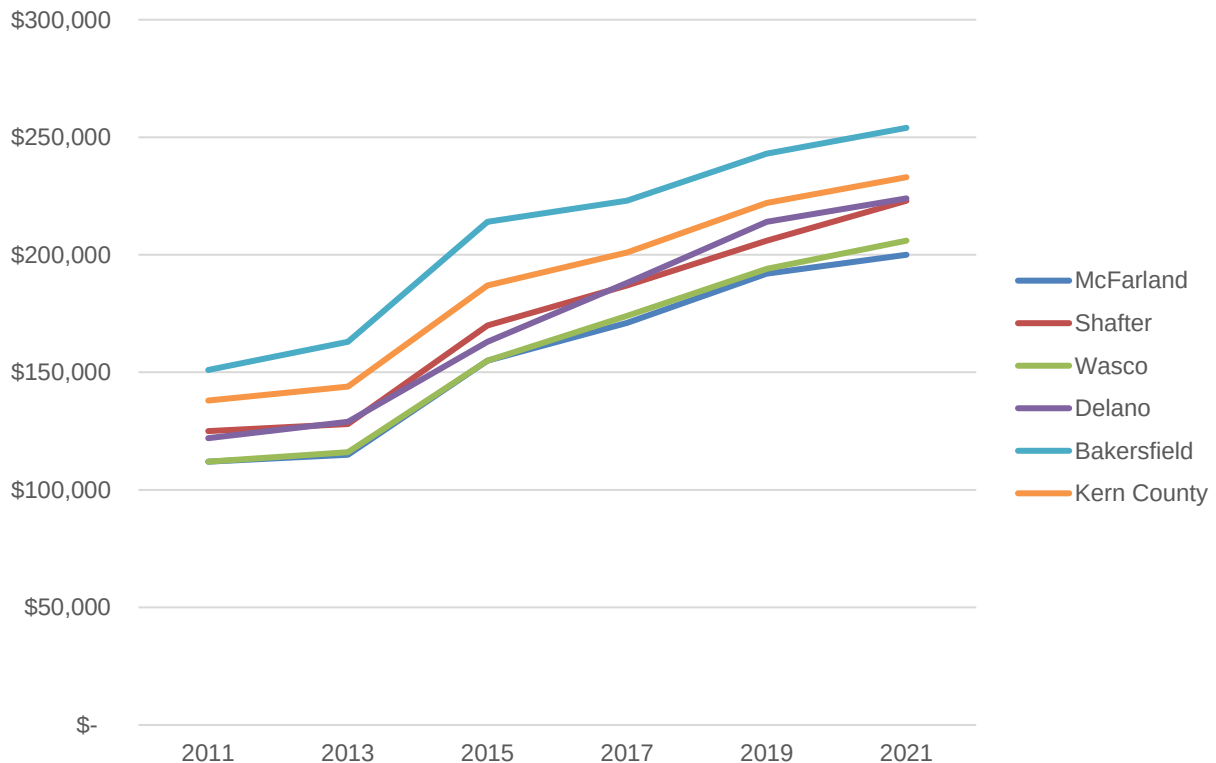
Cities within County	Population	Retail and Food Services	All Outlets
Maricopa	1,175	\$ 2,536,938	\$ 2,536,938
McFarland	14,456	\$ 26,990,460	\$ 30,756,306
California City	13,646	\$ 29,046,074	\$ 34,135,244
Arvin	21,005	\$ 46,917,287	\$ 76,452,200
Taft	9,307	\$ 76,019,974	\$ 126,731,962
Wasco	26,708	\$ 109,851,871	\$ 127,117,010
Tehachapi	12,753	\$ 245,339,557	\$ 257,216,225
Ridgecrest	28,736	\$ 263,768,283	\$ 288,912,731
Delano	52,713	\$ 406,893,487	\$ 555,231,630
Shafter	18,923	\$ 778,708,258	\$ 1,578,480,177
Bakersfield	383,579	\$ 5,156,811,237	\$ 6,378,357,987

Source: California Board of Equalization, 2018 Sales Revenue by City
U.S. Census Bureau, 2018 American Community Survey 5-Year Estimates: 2018 Population

3.11 REAL ESTATE ANALYSIS

Changes in home values are indicators of local real estate markets. Compared against the cluster cities, McFarland came last in median homes values in Zillow’s January 2021 forecast at \$200,000. Delano, a city seven miles north to McFarland, reported a median home value of \$224,000, or \$24,000 higher. However, McFarland’s median home values did perform similar to Wasco, at city 12 miles south. The forecasted median home value for Wasco in 2021 was \$206,000, or \$6,000 higher.

**Figure 3.11.1 Median Home Value
McFarland vs. Shafter vs. Wasco vs. Delano vs. Bakersfield vs. Kern county**



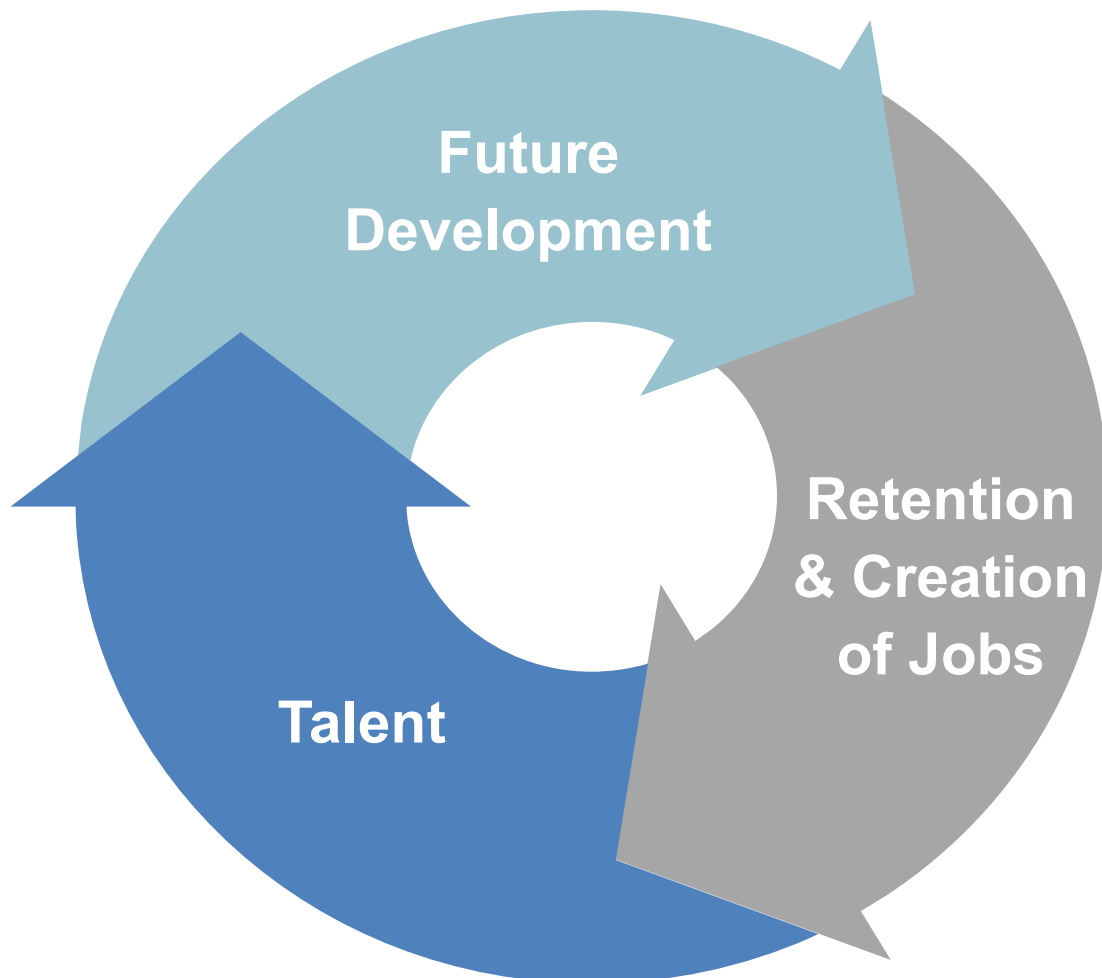
4 ECONOMIC DEVELOPMENT APPROACH

A primary role of economic development in McFarland is to create an ecosystem of growth and reinvestment into the City. In order to achieve this goal, three pillars have been created to uphold this ambition: 1) Future Development, 2) Retention & Creation of Jobs, and 3) Talent.

Pillar 1: Future Development, strategies within this pillar will guide infill development within the City and development within the City's new annexation area.

Pillar 2: Retention and Creation of Jobs, strategies within this pillar will focus on retaining existing business in the City and helping those businesses thrive and grow deep roots within the community.

Pillar 3: Talent, in order to attract and retain dynamic companies within the City, a talent pool needs to be ready and trained for high skilled dynamic work.



4.1 SWOT ANALYSIS

In order to inform the strategies within the 3 pillars it is important to assess McFarland's strengths, weaknesses, threats, and opportunities, this exercise is known as a SWOT analysis, which helps to identify and assess a community's features in a comprehensive way. Information that informed the SWOT analysis was taken from the demographic and economic section in this Plan.

STRENGTH		WEAKNESS	
• Strong presence on 99 & 46 highway • City bisected by Union Pacific Rail • Connected community • Redeveloping downtown • Significant City investment in the downtown • Many parks		• Disparity of commercial on East & West side of City • Lack of commercial diversity • Industry is concentrated only in agriculture • High rate of residents working outside the community • Low median incomes compared to neighboring cities	
		S	W
THREAT		OPPORTUNITY	
• Sales tax leakage to larger neighboring cities • Small population • Lower wages than other cities in Kern County • Low median home values		• New Annexation Area • Vacant Land (74.23 acres) • City projected to grow by 61 percent in 2040 • Highschool graduation rates are rising • Diversification of industries • \$108 million dollar consumer market	
		T	O

Pillar 1: Future Development

The strengths the City has in attracting future development is the city's transportation connections. The City is bisected by highway 99 and is 4.45 miles from where highway 46 and highway 99 connect, which, McFarland is the closest city to this connection point. Union Pacific rail also runs between 99 highway through McFarland, there could be potential for a model split center in the new annexation area.

A weakness impacting future development is the lack of industry diversity in the City, with business highly concentrated in agriculture and agriculture type uses, it could pose difficulties in starting an initial industrial cluster.

A threat that can be turned into an opportunity is the sales tax leakage, HdL conducted a leakage study for McFarland, the study revealed that McFarland saw leakage in all retail categories HdL recorded. The top five sales tax leakages are in the following retail categories: service stations, discount department stores, building materials, casual dining, and quick-service restaurants (HdL, 2018-2019).

There are many opportunities that stand to support future development. First, the proposed annexation area stands to support the GP's goal to annex lands for industrial purposes. This annexation can also support highway serving commercial opportunities. Second, the 74.23 acres of vacant land within the City hosts a multitude of infill opportunities. The development of the annexation area and infill areas within the City can be supported by the projected population growth that McFarland is expected to see, which is a 61 percent increase in population from 2020 to 2040.

Pillar 2: Retention and Creation of Jobs

A strength to retaining jobs is the City's connected community, many businesses in the City have planted roots and intend to stay in McFarland. There is also a strength in the redeveloping downtown with desirable retail and service spaces available for those that wish to locate in the City's downtown; this desirability is also supported by City investment, such as, extended sidewalks, tree scaping, and diagonal parking which increases parking while decreasing the travel speeds of those passing through the downtown core. This decrease in travel speeds is shown to be advantageous for outdoor dining.

A weakness that also impacts the retention and creation of jobs is the lack of diversity in industrial and commercial uses. This strategic plan will identify opportunities to cluster industrial and commercial uses in specific nodes in the City in order to grow business in those two categories.

A threat is the concentration of jobs in the agricultural sector, this causes the City to exhibit lower wages than the cluster cities identified in the demographic and economic information section which is chapter 3 of this plan.

An opportunity is a new ability to attract diverse industries through new zoning classifications and a potential new annexation area, the City can set the stage to attract new business, jobs, and create an ecosystem in which business can thrive so they stay and grow.

Pillar 3: Talent

A strength the City has to keep and attract talent is its close-knit community. The community is small and well connected, it hosts great parks and has walkable streets.

A weakness is again the lack of industry diversification and also, that 90 percent of McFarland's workforce leaves the City during the daytime to work elsewhere; workers leaving the City can affect McFarland's ability to maintain its commercial businesses.

A threat which can turn into a weakness is the City's small population, if McFarland does not strategically plan for growth, it could potentially miss out on its share of population and jobs growth which is expected to be experienced by the region in the coming years.

An opportunity is rising high school graduation rates. However, there is a gap between these high school graduates continuing their studies onto college, this Plan will work on strategies to confront this.

4.2 MATRIX & IMPLEMENTATION

Matrix

Building on the three key pillars, this Economic Strategic Plan establishes a program matrix which develops a set of actions to position the City of McFarland to receive its share of the economic pie in the future. The matrix describes each pillar, the objective and City action, which phase, and which agency should take the lead in implementing the action.

Implementation

In developing actions to uphold the three pillars of this plan, intention was placed on creating strategies that can be achievable in the long and short term. A series of phases has been identified to target a time horizon for each economic development action.

Phase I: These are actions which need to be enacted first for others to build off of them, and/or are efforts that are attainable with little time or effort. The time frame for this phase is 6 months to one year.

Phase II: These actions build off Phase I, and/or require moderate time and resources therefore planning for these items will take time. The time frame for this phase is two to three years.

Phase III: Consists of implementing tools that require the most time and resources, and/or is an ongoing program. The time frame for this phase is three to five years or ongoing; which time frame (3-5 years or ongoing) will be identified in the matrix.

Economic Strategic Plan - Work Program Matrix

Pillar	Objectives & City Actions		Phase	City Lead
Pillar 1: Future Development	ANNEXATION TO WHISTLER ROAD & INITIATIVES TO SUPPORT AREA DEVELOPMENT			
	1	Complete annexation (adoption by LAFCO & City Council)	I	Planning
	2	Establish Foreign Trade Zone (FTZ) to grow industrial and manufacturing uses in annexation area	II	ED/Planning
	3	Zone new areas in annexation strategically for highway commercial and industrial uses	II	ED/Planning
	4	Create area profile to identify size, number of parcels, and zoning within Whisler Rd. annexation area	III	ED
	5	Acquire and conduct site preparation on strategic parcels to signal to developers this area is ready for development	III, ongoing	Planning/Building
	BUILD RELATIONSHIPS WITH LOCAL LANDOWNERS			
	1	Conduct one-on-one meetings with landowners at least bi-yearly to communicate future growth opportunities and to understand property owner desires for land	III, ongoing	ED
	MARKET TO INVESTORS ON AVAILABLE OPPORTUNITIES IN MCFARLAND			
	1	Conduct a market analysis by a professional firm every five years	III, ongoing	ED
	2	Collect feedback from the community and stakeholders on city vision (see appendix 1)	III, ongoing	ED
	3	Compile market analysis and stakeholder feedback and create marketing materials	III, ongoing	ED
	4	Direct marketing materials to targeted industries by attending development events such as ICSC	III, ongoing	ED
	UTILIZE GRANT FUNDING FOR PUBLIC AND COMMUNITY ENHANCING PROJECTS			
	1	Continuously utilize CBDG consultant to identify grant funding projects that will enhance development opportunities in the City	III, ongoing	Planning/CBDG Consultant
	2	Continue enhancing sidewalk and bicycle connections in the City, esp. connections to East McFarland	III, ongoing	Planning/Public Works

Economic Strategic Plan - Work Program Matrix

Pillar	Objectives & City Actions		Phase	City Lead
Pillar 2: Retention & Creation of Jobs	WORK WITH LOCAL BUSINESS TO ACHIEVE THE MUTUALLY BENEFICIAL OBJECTIVE OF RETAINING JOBS & BUSINESS IN THE COMMUNITY			
	1	Organize shop local events in coordination with downtown business and East Kern Ave. Businesses	I	ED
	2	Work with downtown business to organize community events along West and East Kern Ave.	I	ED
	3	Create development agreement incentivize developers to hire local workforce for development projects	II	ED/Planning
	4	Improve private sector knowledge about programs available at local institutions	III	ED/Planning
	5	With cooperation of local employers, recruit workers to enroll in appropriate education/training programs being developed locally	III	ED/Planning
	PROVIDE AN ENVIRONMENT FOR BUSINESS INNOVATION, TRANSFORMATION, AND EXPANSION			
	1	Work with local economic and workforce development organizations to attract target industries (target industries are identified in Kern County CEDs, found in section 1.2 in this plan)	III, ongoing	ED
Pillar 3: Talent	2	Identify target industry needs and create a permitting and zoning environment in the City to address those needs	III, ongoing	ED
	SUPPORT THE EARLY COLLEGE PROGRAM IN THE CITY			
	1	Continually be in partnership and support the efforts of the early college program	III, ongoing	All City Depts
	ENCOURAGE ALL SEGMENTS OF THE COMMUNITY TO PARTICIPATE THE DEVELOPMENT OF THE YOUTH			
	1	Organize and host annual workshops/summits to provide employers and training providers an opportunity to make connections with each other, the community, and share information; work with established programs, see East Kern Economic Plan Action item 2	III, ongoing	ED/All City Depts
	2	Work with Bakersfield Community College (BCC), Cal State Bakersfield (CSUB), and employers to implement more internships, create greater awareness of job opportunities among students and parents, and place more students in internships with local employers	III, ongoing	ED
	RETAIN EDUCATED WORKFORCE IN THE CITY			
	1	Outreach with local employers on hard-to-fill technical occupations they have available, share findings with early college program	III, ongoing	ED
	2	Highlight and promote the multitude of challenging and rewarding career opportunities within the City and Region	III, ongoing	ED

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APPENDIX 1- THOUGHT LEADER QUESTIONNAIRE

What positive developments have you seen in McFarland the last five years?

What is attractive about McFarland as a business?

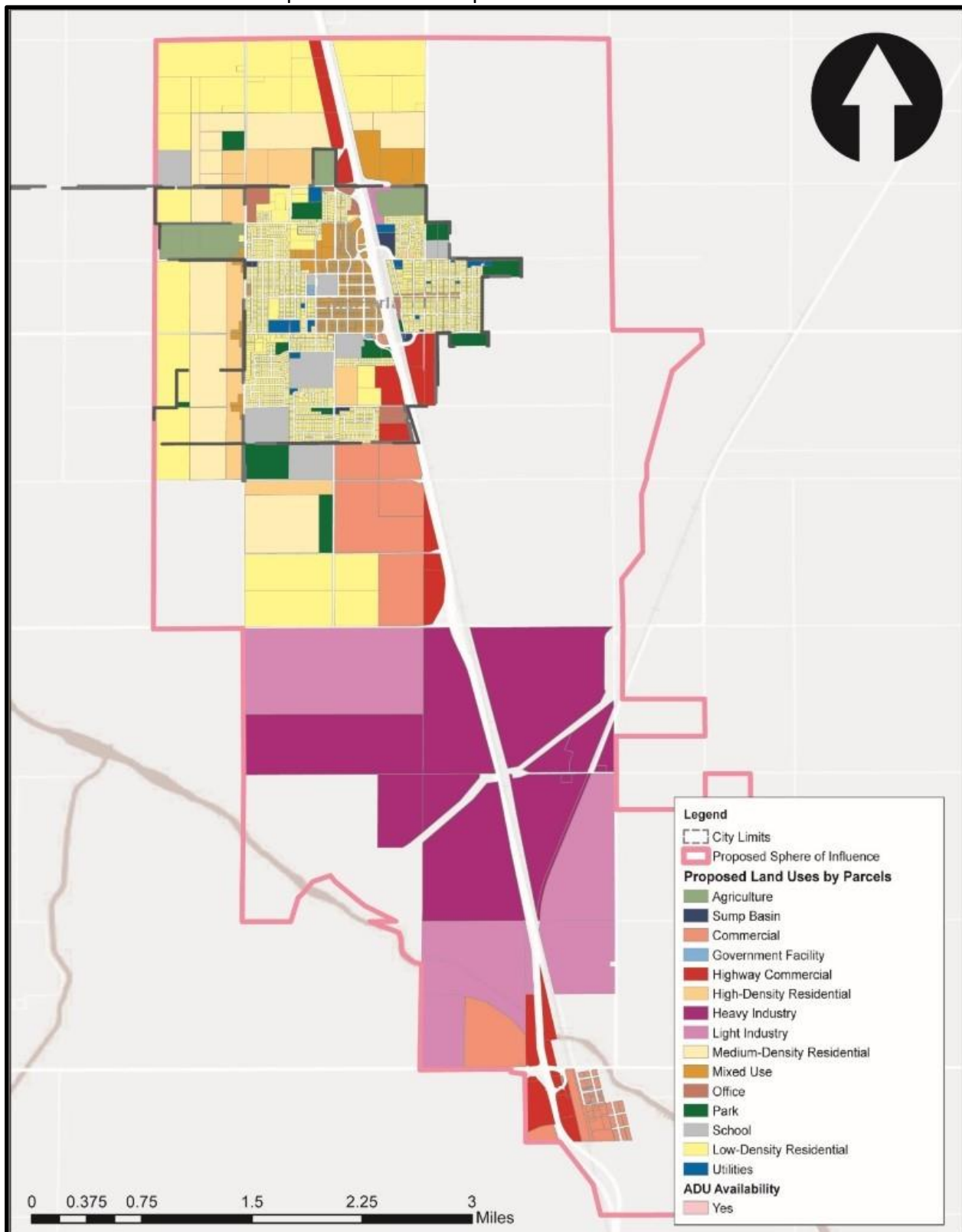
As you think about the next five years, what should the City of McFarland focus on to remain an attractive location for people and companies?

What important trends in your industry/ business should the City understand?

In thinking about business/job growth and economic development, how do the next 12 months look to you? The next three years?

APPENDIX 2- CAL POLY GRADUATE STUDIO ZONING MAP

Preferred Scenario: Conceptual Land Use Map



RESOLUTION NO. 2021-0015
A RESOLUTION OF THE CITY COUNCIL OF THE CITY OF MCFARLAND APPROVING
AN ECONOMIC STRATEGY

WHEREAS, the City Council of the City of McFarland adopt and take action to add an Economic Strategy for the City of McFarland.

WHEREAS, the City of McFarland, as lead agency, has determined that this action is not a project within the meaning of the California Environmental Quality Act (California Public Resources Code §§ 21000, et seq., "CEQA") and CEQA Guidelines (Title 14 California Code of Regulations §§ 15000, et seq.) Section 15378 and is therefore exempt from CEQA; and

WHEREAS, the City Council, through its clerk, did set Thursday, April 8, 2021, at the hour of 6:00 p.m. in the Council Chambers located at 103 W. Sherwood Ave, McFarland California as the time to recommend adoption by the City Council of an Economic Strategy; and

WHEREAS, the City Council will consider both written and oral testimony on the Economic Strategy.

NOW THEREFORE BE IT RESOLVED, by the City Council of the City of McFarland that it hereby finds and determines as follows:

- 1) The foregoing recitals are true and correct.
- 2) The proposed Economic Strategy will be recommended for adoption by the City Council to guide the development of businesses and job creation in the City of McFarland.
- 3) The City Council adopt the Economic Strategy as a guide for businesses and job creation in the City of McFarland.

I hereby certify that the foregoing is a full, true and correct copy of the resolution of the City Council of the City of McFarland at a meeting held on Thursday, April 8, 2021, moved by _____ and seconded by _____, duly adopted and passed by the following vote:

AYES:

NOES:

ABSENT:

ABSTAIN:

BY ORDER OF THE CITY COUNCIL OF THE CITY OF MCFARLAND.

Attest:

Approved:

Francisca Alvarado, City Clerk

Sally Gonzalez, Mayor

**MEMORANDUM
CITY OF MCFARLAND**

TO: Honorable Mayor and Council Members

FROM: Maria Lara, City Manager
Larry A Ronk III, Acting Community Development Director

DATE: April 8, 2021

SUBJECT: Industrial Design Guidelines

PROJECT DESCRIPTION

The Industrial Design Guidelines provide ideas for specific optional elements of building design and form, site planning and access, and other factors to improve exterior aesthetic value while providing practical space for required industrial activities. By following these voluntary guidelines, developers will be assisted with a format of ways to design and construct developments within the City of McFarland.

The Industrial Design Guidelines were created with Staff direction to encompass multiple areas of design, organization, and features of industrial sites.

The Design Guidelines promote industrial development through examples and text with desirable characteristics and conditions. It focuses on eight key elements of industrial development.

- A. Site Planning, or the arrangement and location of buildings, features, parking, and drainage onsite;
- B. Architectural Design, covering form and function, the relationship between buildings, and the mass or bulk of industrial development;
- C. Site Compatibility, covers the process of transition between industrial properties and other uses and the effects of industrial traffic on surrounding streets and residents;
- D. Landscape Design, which indicates appropriate landscape form and use in the City of McFarland, with suggestions on using these options to increase sense of arrival, place, and reduce development and use impacts;
- E. Walls, Berms, and Fencing, can be combined assist the process of screening industrial uses from view or for security or noise reduction;
- F. Circulation, Parking, and Loading, allowing needed access to the property and organizing the impact of potential users on key roads and intersections;
- G. Signage, promoting the use of effective wayfinding and monument signage to increase business visibility and sense of place, as well as producing aesthetically pleasing industrial locations; and
- H. Lighting and security, which promote design to improve the visibility, safety, and dark-sky compliance of industrial developments within the City of McFarland. Taken together, these guidelines will help promote development that benefits all.

BACKGROUND

In March 2019, the City Council tentatively approved a draft updated general plan. The planning department decided to create new Industrial Design Guidelines working alongside the Cal Poly San Luis Obispo planning team to organize and encourage appropriate designs while taking into account surrounding neighborhoods. These standards would apply to construction of new buildings and the redevelopment of existing buildings and/or properties within the industrial zones.

The City of McFarland has had limited industrial development. Therefore, these guidelines are flexible and accommodate potential large areas of industrial development. The proposed annexation area has 700 acres of land east side of State Route 99 between Sherwood Avenue and Whistler Road. These annexation areas include industrial development. These guidelines will assist developers in designing modern attractive developments within the City of McFarland.

ENVIRONMENTAL REVIEW

This action is not a project within the meaning of the California Environmental Quality Act (California Public Resources Code §§ 21000, et seq., “CEQA”) and CEQA Guidelines (Title 14 California Code of Regulations §§ 15000, et seq.) Section 15378 and is therefore exempt from CEQA. It will not result in any direct or indirect physical change in the environment because the Guidelines would be applicable to proposed projects going through individual environmental review and assessment, nor does this action involve an irrevocable commitment of resources by the City of McFarland, as the projects would be evaluated as a part of proposed project’s typical submittal.

FISACL IMPACT:

There is no fiscal impact as staff would review development project as a part of its normal project review.

RECOMMENDATION:

The Planning Commission recommends that the City Council approve Industrial Design Guidelines.

ATTACHMENTS

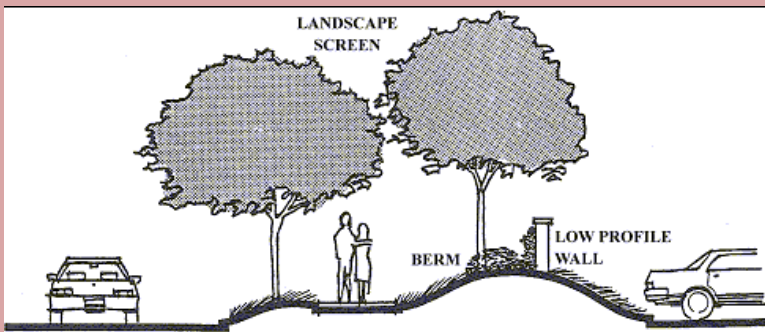
Attachment A – Industrial Design Guidelines

Attachment B – Resolution No. 2021-0016

Attachment C – McFarland GP Update Map



INDUSTRIAL DESIGN GUIDELINES



I. Executive Summary

The McFarland Industrial Design Guidelines incorporate the newest and most effective methods available for solving common industrial problems in cities around the world, with tailored guidance and examples for the development market of McFarland, California. These guidelines derive from specific City Staff direction to encompass multiple areas of design, organization, and features of industrial sites. The decision to produce a set of Guidelines, rather than Standards, derives from the stated goal of the City of McFarland staff to remain flexible and accommodate potential changes in use, as large areas of the farmland surrounding the City are expected to undergo annexation into the City during July or August of 2020 and eventual conversion to industrial uses. [Map 1, Page vi]. In addition, the City plans to expand its Sphere of Influence in the coming year, and the City of McFarland staff engaged ongoing negotiations with the Kern Council of Governments and the Kern Local Agency Formation Commission. Due to this uncertainty, the Guidelines do not constrain development but rather offer helpful guidance to any prospective redevelopment or new development process either within the current McFarland city limits or in areas of planned or future annexation. Due to the overwhelming proportion of work in the Agricultural Industry, 80% of the current population, future growth in McFarland depends on diversification. Projections from the US Bureau of the Census and derived through the General Plan Update process (2020) suggest that the population of the City will increase to 24,000 by 2040, and industrial development stands to function as a key part of that process. While the residents of McFarland indicated a very strong preference for industrial development, even where that would consume productive agricultural land, it is also recognized by all parties that unfettered development which produces environmental damage and sprawl must be avoided at all costs. Rather, these guidelines assist the City Staff

of the City of McFarland, CA, in the current development process, with the recommendations included applicable upon adoption, with no direct cost to either City Staff or development professionals. Instead, the Guidelines promote industrial development with examples and text that desirable characteristics and conditions, focusing on eight key areas of industrial development.

- A. Site Planning, or the arrangement and location of buildings, features, parking, and drainage onsite;
- B. Architectural Design, covering form and function, the relationship between buildings, and the mass or bulk of industrial development;
- C. Site Compatibility, covers the process of transition between industrial properties and other uses and the effects of industrial traffic on surrounding streets and residents;
- D. Landscape Design, which indicates appropriate landscape form and use in the City of McFarland, with suggestions on using these options to increase sense of arrival, place, and reduce development and use impacts;
- E. Walls, Berms, and Fencing, can be combined assist the process of screening industrial uses from view or for security or noise reduction;
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- H. Lighting and Security, which promote design to improve the visibility, safety, and dark-sky compliance of industrial developments within the City of McFarland. Taken together, these guidelines will help promote development that benefits all. +

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DRAFTED FOR THE CITY OF MCFARLAND, CA

ALISTAIR WILLIAM FORTSON

JUNE 2020

ACKNOWLEDGEMENTS

City of McFarland City Council

Mayor/Chairperson: _____

Mayor Pro-Tempore: _____

Councilmember: _____

Councilmember: _____

Councilmember: _____

City of McFarland Planning Commission

Commission Chairperson: _____

Vice Chairperson: _____

Commissioner: _____

Commissioner: _____

Commissioner: _____

City of McFarland Staff

Community Development Director: Maria Lara

City Planner: Alex Lee

Consultant Planner: Ron Brummett

California Polytechnic State University, San Luis Obispo City and Regional
Planning Department

Senior Planner, City of Grover Beach: A. Rafael Castillo, AICP Professor, Cal Poly San Luis
Obispo: Dr. William Siembieda

Adopted: _____

Resolution No.: _____

1. Introduction: Application and Use of Design Guidelines

USE OF THESE GUIDELINES

This document applies to potential Industrial development in the City of McFarland. Design Guidelines form an additional piece of the development process but do not replace appropriate review and control of development by City staff, the Planning Commission, and City Council. Instead, guidelines complement and give ideas for specific optional elements of building design and form, site planning and access, and other factors to improve exterior aesthetic value while providing practical space for required industrial activities. For example, a party can indicate their intent to develop a parcel of land where they would like to provide an industrial workspace to the Community Development Department, providing knowledge of the type of manufacturing, warehousing, or other workspace needed.

While a square building with the minimal amount of architectural variation might be the cheapest option, this does not satisfy current zoning regulations, and results in unpleasant and overly block-shaped massing of buildings. Poorly planned building sites also often include inefficient loading zones which compete with civilian traffic for roadway usage, exacerbated by a lack of wayfinding that limits immediate comprehension of the industrial space. Most simply, arrange parking areas to the side or rear of the main structure or complex with articulation and loading bays located away from major entrances. This helps reduce traffic conflicts and assists other effective site planning mechanisms.

A development applicant must follow federal

and state safety and inclusion standards. These guidelines should serve to supplement, rather than replace, relevant development standards. Given the visual options in the following design guidelines, a developer or design professional can understand and incorporate modern industrial techniques that provide lowered costs in terms of cooling, transportation, and maintenance, while also providing a more aesthetically pleasing workplace that members of the community will be able to take as a source of pride in their community. Given the option to provide visual enhancements and distinctive entrances, for example, a business might choose to provide these on exterior façades while side walls and loading areas can remain unadorned and entirely practical.

GUIDELINES: BENEFITS AND OPPORTUNITIES

Well placed and strategic design alterations and architectural elements provide visually attractive structures while requiring a limited number of concessions from development professionals. In addition, some of the elements described, such as vertical and horizontal differentiation in wall form, allow for creative use of architectural elements to satisfy needed requirements. In areas with these requirements businesses have a clearer understanding of how to satisfy specific zoning requirements through the visual examples given. Guidelines help to limit confusion, allow for an expedited review process, and result in a visually attractive industrial sector.

McFarland, given the intent to provide in-

dustrial development along the State Route 99 corridor, where visual appeal will be key to attracting future investment and development, will benefit from these practical suggestions on site planning and equipment. Applicants need not incorporate expensive materials where rearrangement or better design of the building accomplishes the intent of these guidelines. In fact, metal buildings with alternating paint schemes to indicate entrances and visual differentiation, such as vertical blocks of different color to break up a monotonous façade, or stylized brick/concrete fencing, berms, and landscaping, provide the benefits of architectural variation and screening needed at lower price points.

WHERE THESE GUIDELINES APPLY

These guidelines function as an additional layer of a complimentary development process, working with the McFarland General Plan and Development Code to produce effective and efficient developments. The industrial development guidelines will apply to all industrially zoned parcels in the City of McFarland, including but not limited to the M-1, M-2, and M-3 zones, including any added to the currently existing city limits in future annexation or zoning code updates. Industrial Design Guidelines also apply to any successor zoning that includes primary uses of manufacturing and warehousing in the City of McFarland. The specific applicability of these guidelines remains under the authority of City of McFarland Staff, and any prospective applicant may contact the City of McFarland Community Development Department for more information.

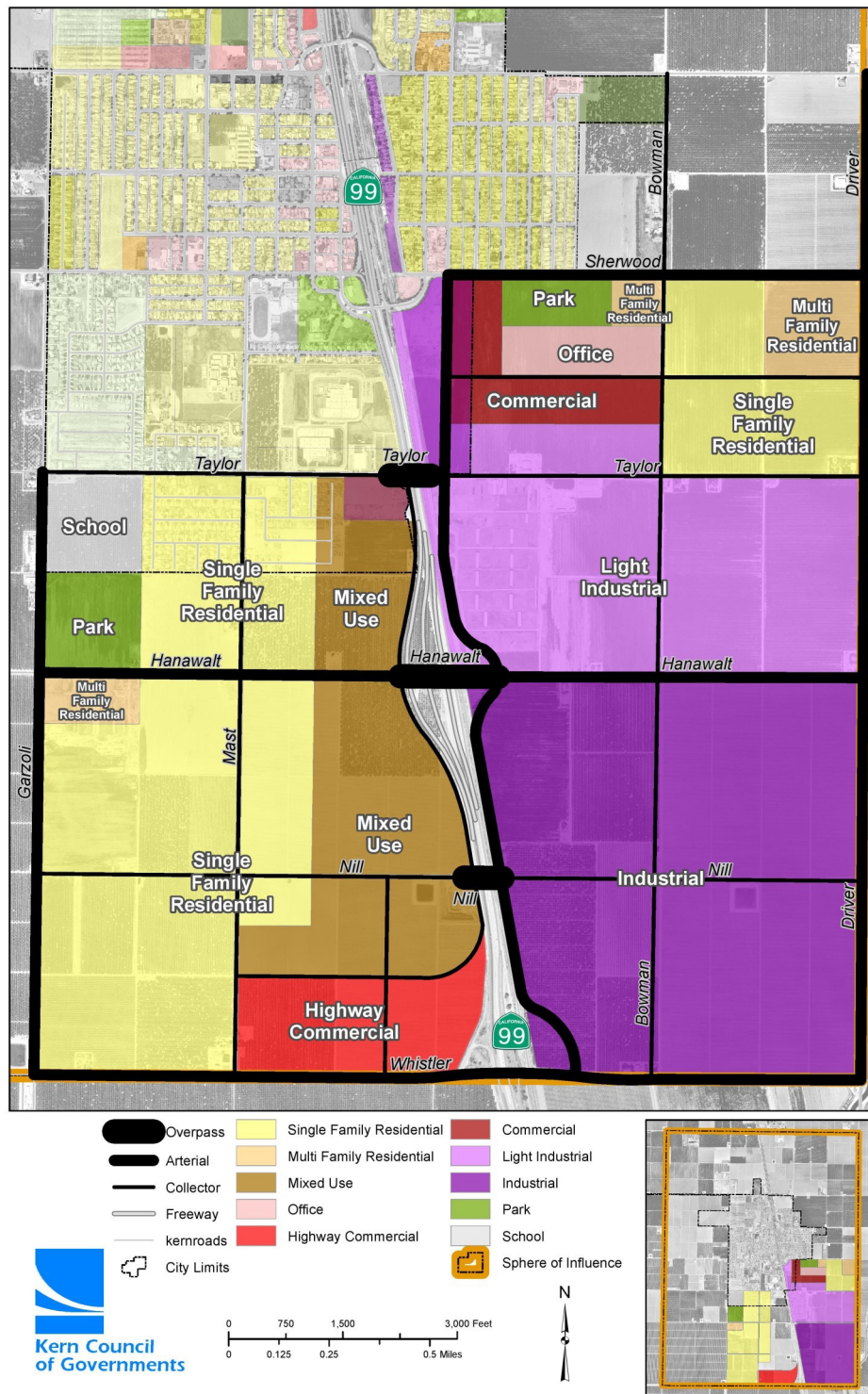
Maps of the City include Map 1, planned Whisler Road Annexation Pre-Zoning, on

page vi and indicate planned growth of industrial areas. A reproduction of the Proposed Sphere of Influence map from the Kern Council of Governments, found on Page vii, was provided by the City of McFarland during the General Plan Update and Background Report process, 2019-2020. See page viii, Map 4, for a broader context map of Kern County and McFarland highlighting McFarland's location, connections, and potential value.

INFORMATION FOR APPLICANTS

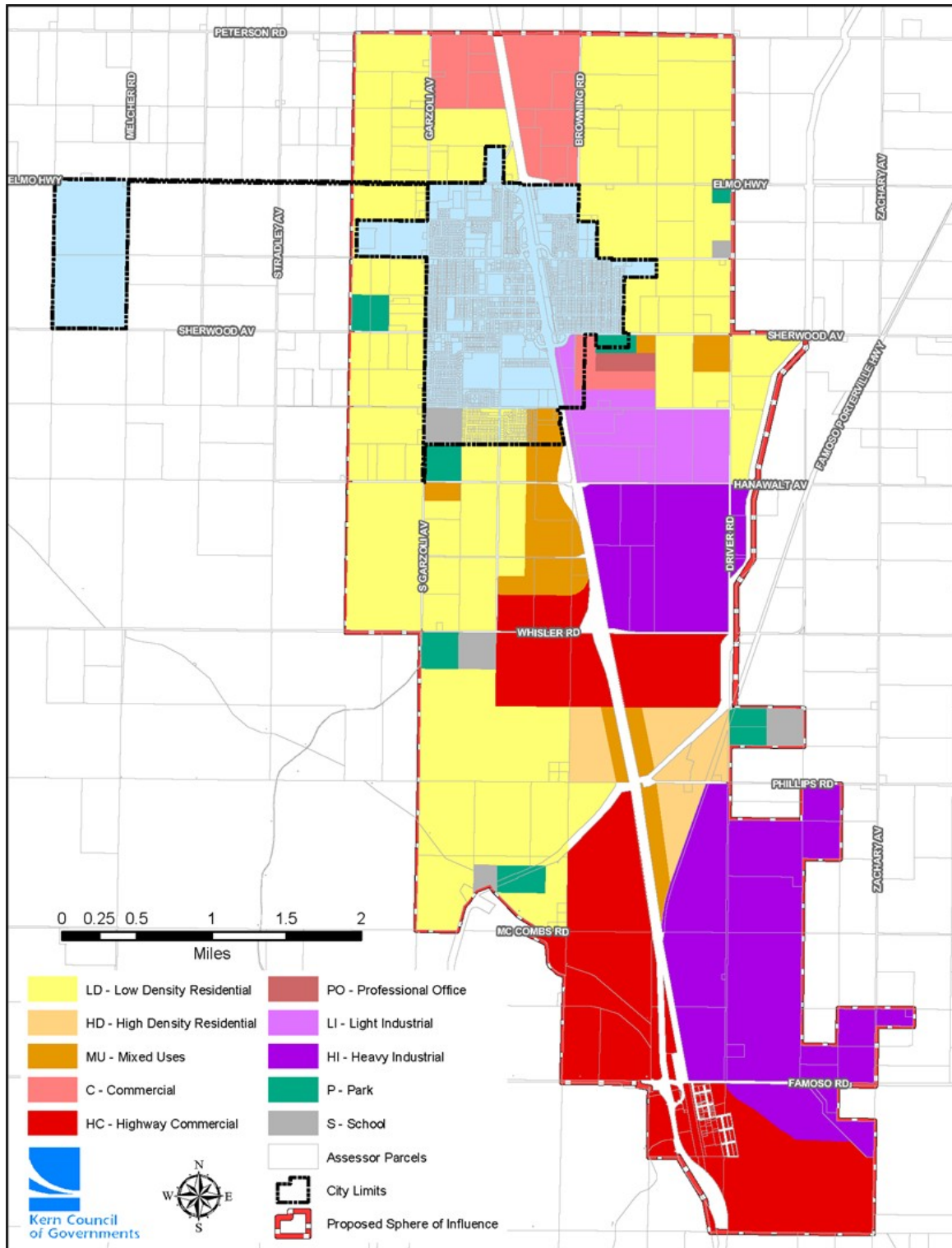
These design and site plan elements cover industrial developments in the City of McFarland and the City's planning area. Taken together, these guidelines provide examples of high quality and desirable industrial spaces. As guidelines, these outcomes also leave room for the developer to provide needed elements or functionalities in negotiation with City staff. Thus, no guideline includes the words *shall* or *must*, as restrictive language precludes alternate and creative designs that might accomplish the intended goals of this document. Seek to incorporate as many of the following guidelines and principles as possible to increase value and add beneficial screening to your property. Reviewers may exercise their judgement to permit alternate paths to effective, well designed development. Development, well suited to the agricultural and commercial context, will benefit from these guidelines as they shape the future development of McFarland. +

Map 1. City of McFarland: Whisler Road Annexation Pre-Zoning



Map 1 – Depicts the southern border of the City of McFarland, marked by a thin dotted line, and the pre-zoning map of the new Whisler Road Annexation, expected to be completed in July or August 2020. Note the addition of ~700 acres of light- and Heavy-industrial zoning, to the east of SR 99. Kern Council of Governments and Kern Local Agency Formation Commission (LAFCO). This inset map does not include the most recent annexation to the West of Garzoli Rd (completed early 2020).

Map 2. City of McFarland: Proposed Sphere of Influence



Map 2 – City of McFarland and the proposed sphere of influence, under negotiation with the Kern Council of Governments and Kern Local Agency Formation Commission (LAFCO). Proposed Sphere of Influence Map, Kern County LAFCO, Kern Council of Governments, as it appears in the City of McFarland documents provided to the Community and Regional Planning Program during the Background Report and General Plan Update Process, September 2019. This does not include the most recent annexation to the West of Garzoli Rd (completed 2020).

Map 3. Kern County, CA and the City of McFarland

Kern County, CA and the City of McFarland



Map 3 - Regional and County Context. See Inset for a map of California with Kern County highlighted in Red. See main map for the City of McFarland, Outlined in Red, as well as the context of the city with Bakersfield and surrounding urban and incorporated areas marked with a light outline. Scale per map as attached. Scale bar corresponds to main map. Drafted by Alistair W. Fortson in ESRI ArcMap 10.7, 5.28.2020

INDUSTRIAL DESIGN GUIDELINES

PREPARED FOR THE CITY OF MCFARLAND, CA

The pictures and policies that follow help depict productive and community-conscious growth for McFarland. Standards used in the creation of these guidelines include the National Association of Industrial and Office Parks, the American Planning Association, and sample codes from similar markets across California and other states.

IDG A. SITE PLANNING

Site Planning includes the organization and scaled design of buildings on a site, the location and orientation of parking and access, and proper incorporation of surrounding uses or sensitive receptors such as schools and residences near potential industrial development.



Figure 1 - Landscaping accessible frontage in industrial sites adds aesthetic quality, site value, and cooling.

IDG A.1.

Design sites to incorporate landscaping and permeable areas, especially where these areas face outside traffic or civilian presence. These areas function as an important part of the industrial site, and facades of each building reflect the character of surrounding development. In green-field development, design setbacks and



Figure 2 - Bioswales and other natural filtration systems can add drainage and additional value to a site.

screening so buildings do not overwhelm their surroundings. [Figure 1]

IDG A.2.

Large areas of industrial lots are dedicated to parking and landscaping. Where it is not possible to incorporate needed parking and permeable material on separate areas of the parcel, use permeable parking surfaces and green infrastructure such as Bioswales to replace other landscaping. [Figure 2] Fulfill requirements for landscaping with Bioswales or similar features on a square foot for square foot basis, since these efforts accomplish the primary goals of landscaped areas - namely shade and cooling factors, increased runoff capture and filtration, and drainage ability.



IDG A. Site Planning



Figure 3 - Buildings sited toward the street with connected paths that access sidewalks increase legibility, safety, and value of the property.

IDG A.3.

Buildings in industrial areas focused near the front of the lot reduce distance between the street and areas requiring access and curb cuts, lowering disruption to traffic and loading patterns. Incorporate existing street infrastructure. [Figure 3]

IDG A.4.

Locate at least 50% of parking areas to the side or at the rear of the development site, presenting the building to the street without a large gap between the street and buildings. [Figure 3] Cluster parking areas to reduce bulk. [Figure 4] If incorporated with cargo access lanes, this also reduces the distance to potential loading areas and reduces transportation conflicts.

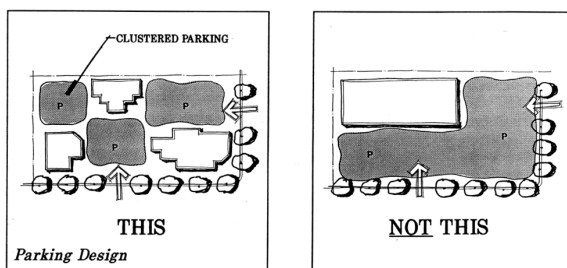


Figure 4 - Cluster parking to avoid massive areas of blank pavement. Note that only ~40% of the parking on the left fronts either access point from the street.

IDG A.5.

Scale industrial buildings to human physical capabilities to improve worker productivity, health, and overall results in the industrial workspace. Consider steps, doorways, railings, work surfaces, seating, shelves, fixtures, walking distances, and other features that fit well to the average person and their needs rather than automotive scale in areas where customers or pedestrians are likely to be present.

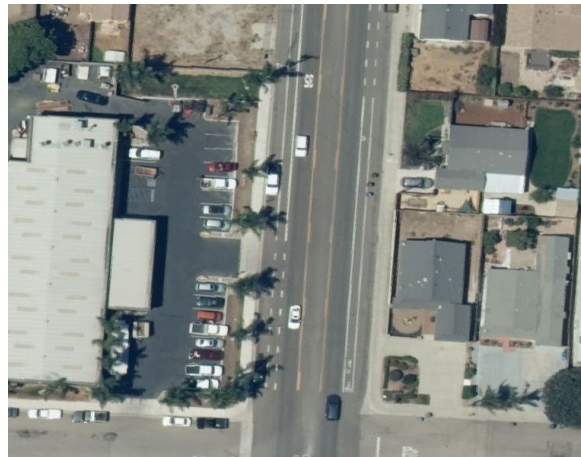


Figure 5 - Landscaping and active frontage in the setback offer buffers between industrial and other uses.

Where only industrial uses exist with no offsite access, design sites to protect workers and users from nuisance or damage while maintaining active industrial operations. [Figures 5 and 6] +



Figure 6 - Entry to new or redeveloped sites complemented by landscape and monumentation.



IDG B. ARCHITECTURAL DESIGN

Building Design and Form covers the actual shape, façade, and massing (bulk) of industrial development in McFarland. These apply only to façades or entrances that face Highway 99, collector, and arterial streets. Building style and design that visually enhances the industrial area will benefit the whole community.



Figure 7 - Close view of an example industrial park, showing visual differentiation with materials, color, building shape and form, and client and delivery entrances. Note the comprehensible scale and landscape.

IDG B.1.

Massing, referring to the overall height, depth, and density of a building, can reduce the attractiveness of an area by obstructing views, overwhelming the human scale, and making people uncomfortable in the built environment. To avoid unnecessary mass, incorporate varied heights and horizontal frontage distances in order to break up the perceived size of the building. [Figure 7] While still providing the same area, a building with articulation re-

duces visual impact and provides a more comfortable scale than buildings with no articulation. Consider building orientation, as angle and approach have a strong impact on perceived mass, particularly applicable when visible from Highway 99.

IDG. B.2.

Reduce the height and massing of visible office or façade portions of an industrial development, particularly where adjacent to residential uses. Buildings on industrial sites not fronting the street may be set to scale with industrial processes. Locate large or massive buildings in an envelope that minimizes offsite impacts. Include berms, screens, fences, and couch tall buildings among others to reduce the impact of sudden changes in height. Consider shadows cast by buildings on nearby uses and roadways. [Figures 7, 8, and 9]

IDG. B.3.

Locate potential nuisance use areas away from active edges of the site. Screen any



Figure 8 - Note vertical treatment of materials and horizontal clarity through the strong separation of roof and riser material from the rest of the building. The lot also demonstrates effective site planning through the inclusion of differentiated commercial and passenger access. Note the entrance façade material. This helps wayfinding and designates the focal area of a building.



IDG B. Architectural Design



Figure 9. Corner and roofline variation, architectural bays and columns, combined with vertical blocks of different color paint and a grounding darker color effectively break up this large factory. Note that the parking and landscaped buffer zone complement the site.

potential nuisance areas with berms, fencing, walls, and landscaping. [Figure 9] Architectural treatment of a building's exterior also reduces bulk and produces effective industrial design reflecting local and regional values. [Figure 10]

IDG. B.4.

Incorporate visual relief above the roofline of a building in order to cover exposed air conditioning units or other necessary above-roof elements, thereby satisfying general development standards for screening these elements (McFarland MC § 17.134.020 et al.) from the public view. These raised elements also help break up and differentiate blank frontages. [Figures 7, 8, and 9]

IDG. B.5.

Include projected and recessed elements to provide architectural variety. This includes entryways, special functional areas, rooflines, and added decorative treatments such as murals and other features.

Vary the setback distance of buildings when more than one are proposed on the same frontage. [Figure 10]

IDG. B.6.

Incorporate improved design and entry functionality on all walls fronting Highway 99, collector, or arterial street façades.

Where the construction of a windowless wall remains necessary include articulated or enhanced site design using architectural features and landscaping to provide cover and reduce noise within and outside of the property. [Figures 7, 10, and 11.]

IDG. B.7.

Use offsets in the wall plane or roof line to break up walls fifty (50) feet long or more on façades fronting Highway 99, collector, and arterial streets. [Figures 7 and 10] Porches or recessed entries provide relief features in otherwise blank walls.

IDG. B.8.

Use architectural finish or detail elements to break up visual bulk in vertical and hori-



Figure 10. Trim, lighting, and differentiation of form in this industrial building are critical to reducing bulk, creating effective form and scale. Note the use of agricultural barn elements to fit surrounding development.



IDG. B. Architectural Design

zontal planes when applied. [Figures 7 through 12] These prove most effective when used on the façade of buildings facing collector or arterial streets. Examples include but are not limited to wall cladding with materials such as brick, block, stone or stucco; applied trim such as wainscoting and columns; contrasting trim details or two-tone color schemes; cornices and applied decorative features; murals or artwork; and similar elements.

IDG. B.9.

Dominant building colors drawn from the natural landscape, especially when low reflecting and subtle, benefit site aesthetics and visual appeal. [Figure 12]



Figure 11. Metal, stone, and textured materials combine with fenestration to increase appeal and clarity.

IDG. B.10.

A setback of Sixty (60) feet or more, combined with the use of topography and other screening methods to block building frontages from the street, may satisfy IDG. B.1-B.9. Consult with the City of McFarland Community Development Department. +



Figure 12. The 101 Logistics Park near Phoenix deftly demonstrates key architectural elements such as raised and varied roof heights, distinct and offset entryways, clear delineations between office and industrial spaces onsite, active corners, and vertical and horizontal architectural elements to break up the building's mass despite its large square footage. Note the use of low profile walls, drainage systems, landscaping, and color variation at different elevations to increase visual appeal.



IDG. C. SITE COMPATIBILITY

Site or Neighborhood Compatibility covers transitional zones between use types and between lighter and heavier industrial uses, protects residents and provides sufficient space and access for industrial workplaces. Well designed and screened industrial sites reduce use conflicts.

IDG. C.1.

To the maximum extent possible within the constraints of existing or planned lots:

IDG. C.1.1.

Orient site entrances and customer serving façades towards the major access drive or street. This does not apply to cargo access points or employee only entrances. [Figures 3, 5, and 13]

IDG C.1.2.

Orient structures to provide a safe and attractive street edge through varied setbacks with landscaping and clear lines of sight from all intersection areas, espe-



Figure 13. Atypical design elements help increase interest and engagement, while street-facing pedestrian entries increase visibility, comprehension, and neighborhood compatibility.

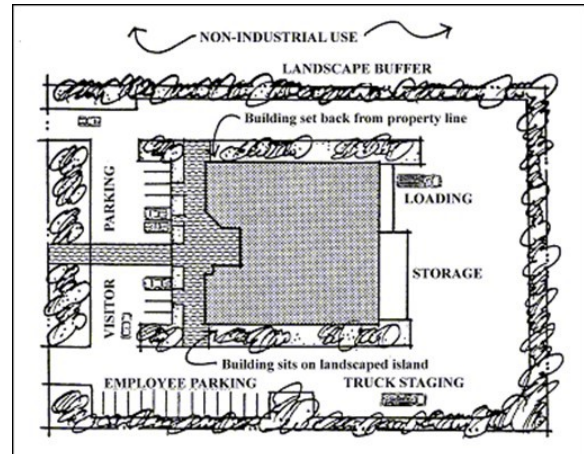


Figure 14. Landscaping and site design including separation of visitors and employee parking act as effective buffers between industrial and other uses. Note the use of separated and screened loading/storage onsite.

cially where an industrial building has the potential to produce or increase traffic in those areas. [Figures 14, 15]

IDG. C.1.3.

Consider screening that does not obscure lines of sight or access required for security and fire safety for all building and lot designs. Confer with the Kern County Fire Department for specific details on potential industrial Fire and Emergency Service needs for your proposed use.

IDG. C.1.4

Orient structures to screen outdoor storage areas from view, especially when adjacent to residential areas. [Figure 14]

IDG. C.2.

Consider lower height limits for buildings that border structures used primarily as residential dwellings, and ensure architectural cohesiveness in design. Determine the height of buildings by the relative



IDG. C. Neighborhood Compatibility

width of the street. Limit the height of buildings at edges so surrounding uses are not overwhelmed; to do this, create no more than a forty-five (45) degree angle from the opposite edge of the right of way to the roofline of buildings on site. [Figures 15, 17]

IDG. C.3.

Consider human scale in all developments when adjacent to or fronting residential development. Reduce height to three sto-

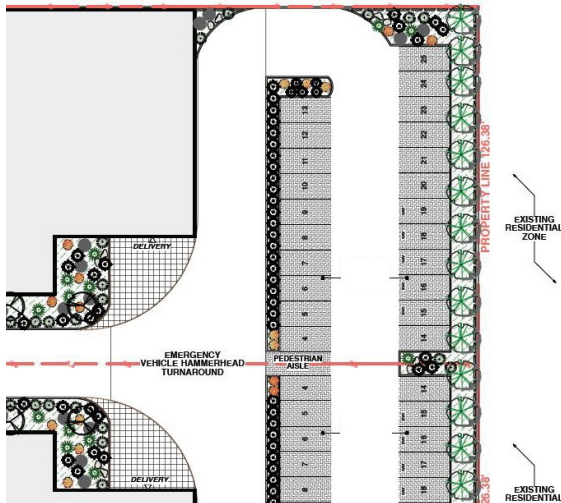


Figure 15. In this industrial site plan residential uses are located on the eastern edge of the property. The developer has used a combination of landscaping, berms, parking with pedestrian access, required drive aisles, emergency vehicle hammerhead turnaround, and effective site plan design to ensure compatibility with surrounding development.

ries or lower when in direct proximity to residential uses, with step-backs producing no more than a 45° angle before rising another story in the façade facing the sensitive use to prevent an overly massive front. Human scale here refers to buildings that do not exceed more than two or



Figure 16. The Tolleson Logistics Center, a new Class A industrial site in Arizona, demonstrates the principles of breaking the sight line through vertical and horizontal material differentiation, recesses into the wall indicating the main pedestrian entrance, and landscaping that separates the parking area from the main building. Other buildings can achieve the same effect through use of varied metal articulation or alternate blocks and patterns of paint. Note also that functional elements such as the drain downspouts on the left wall break up the shape and form of the building, and the strong color contrast between dark blue downspouts and the desert-tan shades of the building act to provide visual relief. Further, the loading area seen to the left, well screened by a wall and differentiated from the main entrance while still physically near the industrial office, draws visual interest with windows.

three stories, or have step backs in the upper floors to ensure no one front overly dominates its surroundings. Retain sight connection distance for passersby. [F. 17]

IDG. C.4.

Industrial building sites separated by one

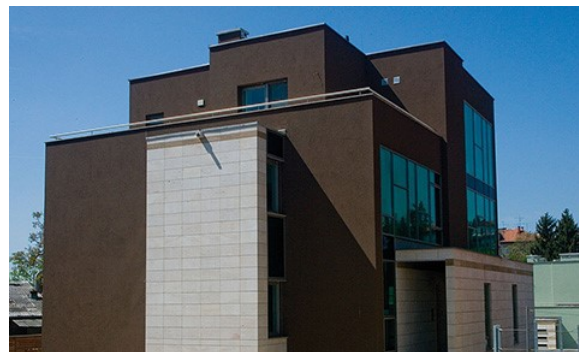


Figure 17. This large multistory industrial building feels less massive due to step backs, articulation, and variation of materials or colors, reducing the impact on neighboring development.



IDG. C. Neighborhood Compatibility



Figure 18. In industrial buildings bordering residences, increase compatibility through incorporation of architectural elements, visual relief, materials, and landscaping that match existing development patterns.

parcel or more from sensitive uses fall subject to similar controls as applicable pending Development Department review.

IDG. C.5.

Incorporate additional visual relief as height increases through setbacks, massing and bulk dislocation or arrangement, and the use of architectural elements such as separated buildings with corridors to provide access and visual relief at the ground level. [Figure 17]

IDG. C.6

Incorporate elements to increase visual breakup and appeal of the building such as vertical or horizontal cladding, accent (painted or material) or decking/fencing to provide visual interest and appeal through variation in all site designs and use monumentation to mark entries. [Figure 18]

IDG. 3.7.

For entrance areas to industrial parcels or developments, vary the floor or underlay layer from the rest of the project in order to clearly distinguish entry points for the public, for deliveries, and for outgoing traffic. For example, incorporate identical concrete materials to the rest of the parking area and roads with a changed stamping method to delineate entrances. Other options include ornamental brick, stone, or timber constructions. Another possibility includes a variation of material from permeable to impermeable to provide clear visual differentiation of the entrance area. [Figure 19] +

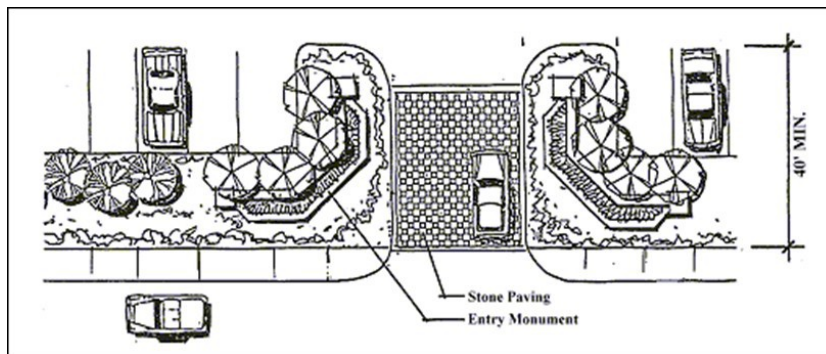


Figure 19. Increased legibility and sense of arrival to a site also lead to increased investment and pride of ownership for employees and visitors alike. Incorporate landscaping and entry monumentation where practical in industrial developments and redeveloped entries to existing sites. As shown, these act to encourage proper traffic flow and increase legibility in site design. See particularly the use of stone pavers to delineate an entryway and show areas of designated entry. Actual setbacks for industrial development can be found on Page 30, or see the McFarland Municipal Code, Zoning, M-1, M-2, and M-3 zones for specifications. Desert Hot Springs, CA, Municipal Code.



IDG. D. LANDSCAPE DESIGN

All industrial sites benefit from incorporation of trees, shrubs, and groundcover which suit the local area climate of McFarland. Landscaping provides shade, visual appeal, natural cooling for an industrial facility, lowers costs and creates a vibrant workplace environment, encouraging further investment. Landscaping acts as an effective and resilient sound barrier. Trees and woody-stemmed plants and shrubs used in landscaping have the additional benefit of sequestering carbon, to help fulfil state statutory requirements for carbon goals. Provide landscape consistent with McFarland Codes, California State Law, and the State's Model Water Use Efficiency Ordinance (MWELO).

IDG. D.1.

Use existing land features for drainage, especially where these functionally evacuate existing runoff. Where possible, fur-



Figure 20. The use of drought-tolerant landscapes such as this commercial building frontage increase screening and visual appeal while conforming to the McFarland Municipal Code and City drought response measures.

ther accentuate natural drainage patterns with Low Impact Development channels and water collection or drainage basin areas, especially for uses requiring secondary on-site treatment for point source pollutant discharge. See below for specific types and effects of both mechanical and biological Low Impact Development stormwater drainage. [Figure 21]

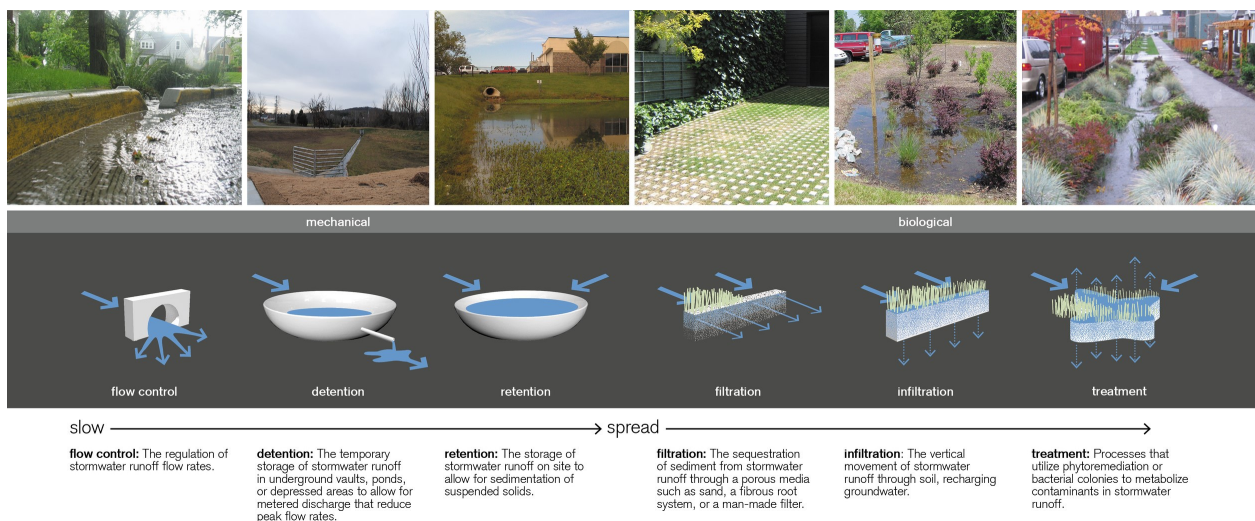


Figure 21. Low Impact Development drainage and retention strategies. Note that the items to the left mechanically slow or hold water for a time in order to allow initial filtration and reduce storm damage. In addition, the items on the right can be used to help filter and capture runoff at the source, and leads to a reduced need for expensive mechanical solutions. University of Arkansas Community Design Center <http://landscape.ark.edu/models/low-impact-development/>



IDG. D. Landscape Design

IDG. D.2.

Plan landscapes to irrigation standards incorporated in the McFarland Municipal Code, and reduce overall water use. Plan to include landscaping elements that function at the lowest level of water use possible in order to reduce strain on water systems. Parcels that follow sustainable landscape patterns are cheaper to maintain and these plants cause less damage to the constructed materials onsite. See the McFarland Urban Forest Plan or similar for more on landscape suited to the McFarland climate. [Figures 20, 22]



Figure 22. Use required features such as ADA accessibility ramps and safety features such as emergency vehicle turnouts as an opportunity to include drought-tolerant landscaping.

IDG. D.3.

Retain existing healthy and mature trees in site plans for industrial development and redevelopment. [Figures 20, 22, and 23]

IDG. D.4.

Include canopy trees in planting areas, especially on South and Southwest facing façades, to provide added shade and energy efficiency benefit. [Figures 20, 23]

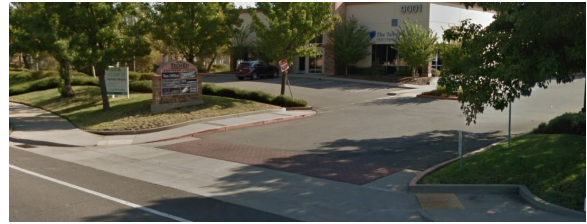


Figure 23. Use new or redeveloped entries, with corresponding signage and effective landscaping, as opportunities to attract customers and investment.

IDG. D.5.

When incorporating boulders or rocks as traffic calming or landscape accents, ensure the boulders are to scale with the project and of a natural color that complements the buildings and site as a whole.

IDG. D.6.

Design landscaping to complement architectural form, fit the designated use of the area, and incorporate plant species and materials that complement the style and form of industrial buildings.

IDG. D.7.

Consider the safety of all road users and reduce visual impairments in roadways through use of landscaping in areas that do not affect the sight triangle needed at an intersection. [Figure 23]

IDG. D.8.

Design open areas and spaces between buildings to balance paved and landscaped areas. [Figures 22, 23]

IDG. D.9.

Use permeable materials and landscape to capture runoff and use it for irrigation. +



IDG. E. WALLS, BERMS, AND FENCING

Crucial to effective industrial development, walls, berms, and fencing provide screening from potentially noxious uses in heavy industry, especially when adjacent to existing or planned residential development. The incorporation of specific design elements and architectural motifs, even in metal or concrete designs, can reduce monotony of building form. In addition, the use of natural or artificially graded berms can increase aesthetics and provide remarkably effective screening and protection, reducing offsite visibility with minimal wall placement.

IDG. E.1.

Where industrial uses border other parcels, a reasonable combination of walls, berms, and/or fencing combined with landscaping help form an integrated boundary between the industrial development and surrounding uses. [Figures 24, 25] On interior industrial streets or parcel boundaries with no sensitive uses nearby,



Figure 24. Sound barriers, combined with landscaping, serve to not only deflect sound but also dampen it through the use of baffling and porous surfaces. This reduces noise to neighboring properties and conflicts between users. Also note the low landscaped berm, while architectural variation with pilasters, caps, and color add aesthetic appeal to the wall.

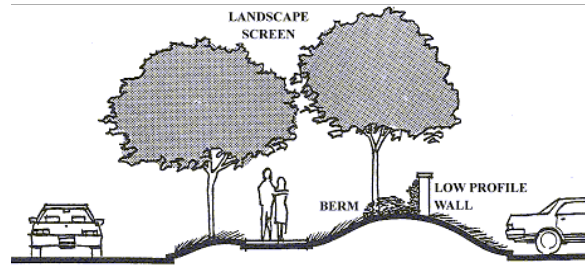


Figure 25. Combine berms, low profile walls, and landscaping to achieve effective screens for industrial uses. Also consider the use of partial solid and partial opaque materials such as brick and metal combination wall and fencing to achieve those goals. Choose an option that provides security and physically separates the use.

consult the City of McFarland for specific screening requirements.

IDG.E.2.

Avoid materials such as chain link, chain link with vinyl or fabric slats, dog eared fences, barbed wire (cyclone) fences, or sheet metal, which can lead to blight, and avoid the use of harsh elements such as barbs or pickets visible from public streets.

IDG. E.3.

Incorporate high quality fencing materials, including decorative blocks, brick, stone, treated wood, and ornamental metal, in



Figure 26. Note the use of pilasters and caps to add variation to this wall. Also note the use of baffling in the form of mixed stone and landscape to reduce noise reflected while providing an effective security barrier.



IDG. E. Walls, Berms, and Fencing

key locations where these designs most benefit screening of outdoor storage and parking or at entrances. This particularly applies to parcels visible from adjacent uses, intersections, and high-visibility areas. Such elements provide relief elements in more standard walls and clearly delineate external property lines to reduce confusion in wayfinding. Use decorative gates or fences with landscaping to soften hard property edges where applicable.



Figure 27. Ground level mechanical equipment screening reduces visual blight and adds security.

IDG. E.4.

Screen mechanical, electrical, or communication equipment on the roof, side of building, or ground. [Figures 24 to 29]

IDG. E.5.

Conform fences and structural screens to existing improvement and development code requirements in effect in the City of McFarland, available in the McFarland Development Code and Improvement Code.

IDG. E.6.

Fences, walls, berms, landscaping, or a



Figure 28. Trash and storage enclosures can complement building design and provide effective screening.

combination of these features provide effective screening along streets where outdoor storage, equipment, or waste areas are otherwise visible. [Figures 27 to 29]

IDG. E.7.

Setbacks and other design elements such as internal berms or trenching, building orientation and site design, in combination with fencing and wall elements help offset severe visual impacts.

IDG. E.8.

Screen fire risers, backflow valves, and other equipment with fencing or landscaping, no taller than 3 feet in height, ensuring that the equipment remains accessible to the Kern Fire Department. [Figure 29] +



Figure 29. Screen safety equipment such as this fire backflow valve with a cover and low landscaping.



IDG. F. CIRCULATION, PARKING, AND LOADING

Parking for employees, customers, or visitors and access for industrial inputs and products to and from each site form essential parts of any industrial development. Parking areas arranged or reorganized in future development projects to provide clear wayfinding and access for trucks and transportation also help protect other users of McFarland's roads. As electric and autonomous transportation are expected to replace existing traffic in the next decades, consider how a charge station or autonomous hub could be included in the site, by leaving a suitable location for retrofit or by preemptive inclusion in long-term development plans. Avoid congestion and conflict between commercial/industrial cargo vehicles, employees, and residential traffic through effective loading area development. Effective parking site design reduces the impact of industrial traffic on pedestrians and other users and helps mitigate other effects of industrial development.

IDG. F.1.

Designate parking lots located in the front half of the parcel or before the front of the principal structure, if set back further than the midline of the parcel, for the parking of passenger vehicles. Include no more than 50% of the total planned parking spaces in this area. [Figures 4, 5, 9, 12, 30]

IDG. F.2.

Fleet parking, equipment storage, and loading docks located adjacent to a collec-



Figure 30. An example industrial park site plan with articulated buildings where the parking areas, in white, complement and enhance site planning.

tor or arterial street cause unnecessary conflicts in use and traffic. Place loading areas to the side and rear of the lot or behind principal structures to reduce their impact. Where properties front on both a Collector (or higher) graded street and another street of a lower level, consider the Collector or higher-level street the front of the property for parking purposes.

IDG. F.3.

Landscaping and structural screens can reduce visual impact, vital when industrial



Figure 31. As shown, a landscaped berm with a lowered parking area can add value and reduce the impact on neighboring development through effective grading. Use landscaping more suited to the McFarland climate.



IDG. F. Circulation, Parking, and Loading

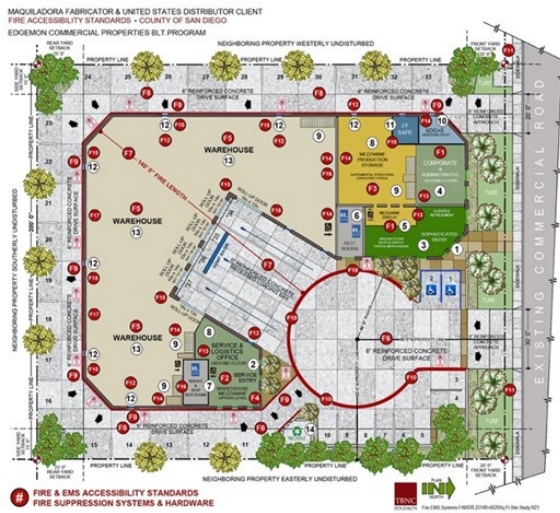


Figure 32. Industrial development plan with a warehouse and hardened loading apron. Inclusion of landscape buffers on all sides in addition to building articulation place the hardened loading surface in the center of the lot and reduce conflict on the existing roadway, at right. The red lines and dots indicate sample requirements for Fire and EMS access. For development in McFarland, consult the Kern County Fire Department or their successor agency as determined by the McFarland Community Development Department for specific requirements by parcel. City of Ota Mesa, CA.

parking abuts residential uses. See IDG. D., Landscape Design, the Urban Forest Plan, McFarland Municipal Code, and the Improvement Standards for landscapes suited to McFarland. [Figures 30, 31]

IDG. F.4.

Provide access entryways to industrial areas with sufficient width, turnaround areas (hammerhead or similar), and clearance for the largest piece of firefighting equipment required by the Uniform Fire Code. Public health and safety guide the design of access to all parcels. Applicants can confer with Fire officials - Kern County Fire Building Division or similar – before design commences on a project to understand

key local requirements for safe building design. Consider the ability for ladder trucks, industrial pumps, and foam retardant applicators to approach, set up key equipment and stations, and proceed with a response and containment strategy. Where specialized industrial firefighting equipment requires access, consult the City of McFarland staff or their designee to determine needed setbacks or plan adjustment to compensate safe response in disaster situations, pursuant to the policies of the McFarland General Plan and Local Hazard Mitigation Plan. [Figure 32]



Figure 33. Permeable bricks or pavers, such as these, help to delineate entry zones and capture runoff. Apply where use enhances wayfinding and water absorption.

IDG. F.5.

Construct parking areas and entries of permeable or drainable materials where possible, especially under areas designated for passenger vehicle parking. These materials can also be used for the entryways to create a sense of arrival. [Figure 33] For impermeable surfaces required onsite such as a hardened loading apron, the site can incorporate other Low Impact Develop-



IDG. F. Circulation, Parking, and Loading

ment alternatives such as collection ponds and storage/retention areas, bioswales and enhanced natural infrastructure to reduce the power and volume of stormwater, allowing for onsite pretreatment where required. [Figures 32, 34]

IDG. F.6.

Autonomous vehicles will become a major component of industrial and other traffic on roads, on project sites, and in the business marketplace. Consider elements that assist the retrofitting of parcels to include technological upgrades for their incorporation such as utility corridors that can be easily opened and rewired.

IDG. F.7.

Electric vehicle technology continues to decline in price and rise in viability and practicality. Add electric vehicle charging stations to your site, or, alternatively, identify a site suitable for such stations,

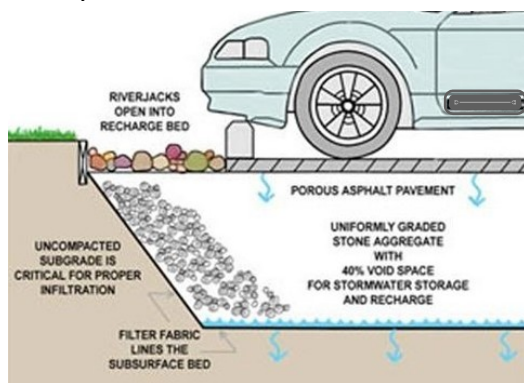


Figure 34. Parking designs which incorporate LID principles also benefit landscaping and provide aquifer recharge. These parking areas, constructed with permeable asphalt or concrete rather than impermeable, lowers the cost of site maintenance, reduces the total amount of stormwater runoff, and allows for a greater collection and treatment of potential toxins before they leave the site.



Figure 35. Examples of industrial-grade electric vehicle charging stations. Expensive retrofits will not be necessary if planned into the site. Electric vehicle fleets reduce lifetime cost. (U.S. Air Force photo/Sarah Corrice)

with sufficient potential power to supply a pay-by-charge station for passenger vehicles and/or infrastructure for electric trucks. These stations can be operated by the business or by a third party, and Kern County and the San Joaquin Valley Air Pollution Control Board offer grants to assist businesses with the design, implementation, and construction of Electric Vehicle Charging Stations. [Figure 35]

IDG. F.8.

Vehicular and Pedestrian Circulation and Access: Promoting the health and well-being of the community by encouraging physical activity, alternative transportation, and greater opportunities for social interaction represent key priorities. Demonstrate accessibility for all members of the community in site plans in public frontages and for employees or visitors to the site. Comply with all Americans with Disabilities Act (ADA) standards. Include shade canopies or similar features at bus



IDG. F. Circulation, Parking, and Loading

stops near the industrial site, and consider added pedestrian connections for McFarland's population without car access.

IDG. F.9.

Produce circulation and street layout plans that comply with the McFarland Development Code and General Plan. Such features benefit industrial uses, allow for future use expansion, and reduce conflicts between adjacent properties. Design circulation patterns to minimize vehicular impacts on adjacent residential uses, if present. [Figure 36]

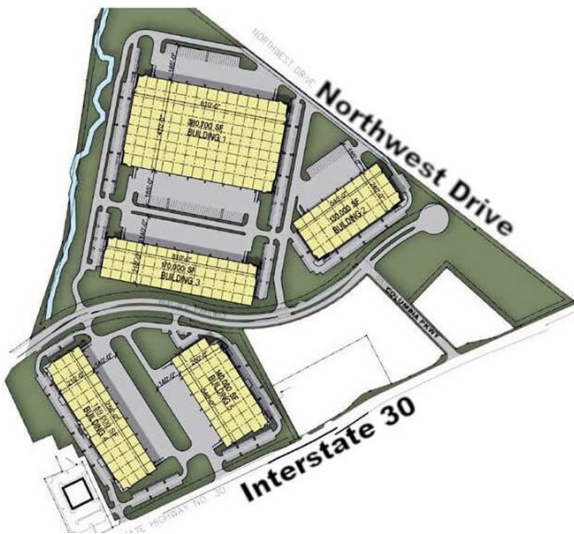


Figure 36. This sample property located along a highway frontage in Mesquite, Texas, indicates multiple successful aspects of intelligent site parking, circulation, and loading layout. Note intentional separation of passenger parking from industrial access points at the edges of the site while multiple access routes allow for calm, focused streams of traffic through the site. The turning radius allows emergency vehicles full site access, and provides tenants in buildings not fronting the road with easy turn/access capability for loading. Also note the variation in building form, shape, and orientation in the site, reducing the overall massing of the area. These development principles can significantly benefit McFarland development and lead to more investment potential at similar sites.



Figure 37. **Do not** design sites with empty, bare parking lots. These act as heat islands, increasing costs and injury risk for users. Redevelopment projects: add landscape, berms, or shade to provide variation and cover.

IDG. F.10.

Provide safe and efficient patterns of vehicle circulation and access that connects to the existing or future street network within the community in new and redeveloped industrial parcels. Consider an Improvement District agreement for utility and roadway installation that allows an initial investment by the industrial park developer to be recompensed by additional development projects utilizing these resources.

IDG. F.11.

Design circulation that allows the safe movement of pedestrians and bicyclists, separate from industrial traffic, and provide connections to the rest of the community, consistent with adopted plans.

IDG. F.12.

Provide an adequate length of stacking and staging for industrial facilities, e.g. loading docks, terminals, and similar activities. Design on-site circulation plans so they do not interfere with the normal movement of traffic (on or off-site) and/or inhibit pedestrian access to appropriate areas. [Figure 36] +



IDG. G. SIGNAGE

Signage is crucial to ensure easy identification of businesses by customers, employees, and vendors. Signage needs to be identifiable and attractive. In addition to the following guidelines, reference the McFarland Sign Ordinance for further specific and detailed code interpretation. All guidelines here are suitable for redevelopment or new development projects.

IDG. G.1.

For specific requirements and standards on industrial signage, refer to the McFarland Sign Ordinance. Locate signs in logical locations for building orientation and design such as site entries. Place signs away from architectural features so they do not block or detract from successful design elements. [Figures 19, 23, and 38]

IDG. G.2

Include signage at heights and sizes visible to pedestrians to facilitate access to suitable building entrances.

IDG. G.3.

Incorporate durable materials in signage, and ensure compatibility with the façade design where the signs are placed.

IDG. G.4.

Include architectural motifs or materials in signage that match those used in the building(s). Signs that incorporate architectural elements of the new or redeveloped construction provide a sense of con-



Figure 38. Incorporate monument signage that includes, reflects, and complements the design, color, material, and architectural features of the building. Such signs increase legibility and add value.

tinuity and increase effective connections and wayfinding onsite. [Figure 38]

IDG. G.5.

Illuminate signs to the lowest level possible for nighttime legibility. [See IDG. H.]

IDG. G.6.

Provide wayfinding signage in public spaces or at entries to new or redeveloped sites for pedestrian uses where there are multiple tenants on one (1) property. [Figure 39] +



Figure 39. Wayfinding signs, such as the one pictured, are very useful for directing customers, employees, and cargo or materials deliveries, especially where more than one (1) industrial tenant occupies the site. In these cases, clear and legible signage helps all and leads to further investment and retention in industrial sites.



IDG. H. Lighting and Security

Industrial developments often require significant investment in lighting and security measures for operational success. Lighting and Security are necessary to ensure businesses are safe, properly lit, and designed with techniques that assist McFarland law enforcement and first responders. Consider the impact lighting and security may have on other properties and avoid harsh treatments that detract from the area, especially when visible from the public right of way. Sites with potential impact on residential properties deserve the greatest treatment. Effective security bolsters site compatibility and promotes needed functions.

IDG. H.1.

Provide adequate illumination for industrial work using international dark-sky association compliant fixtures and design. Design with uniform and glare free lighting to avoid uneven distribution, harsh shadows, and light spillage onto adjacent properties. [Figure 41]

IDG. H.2.

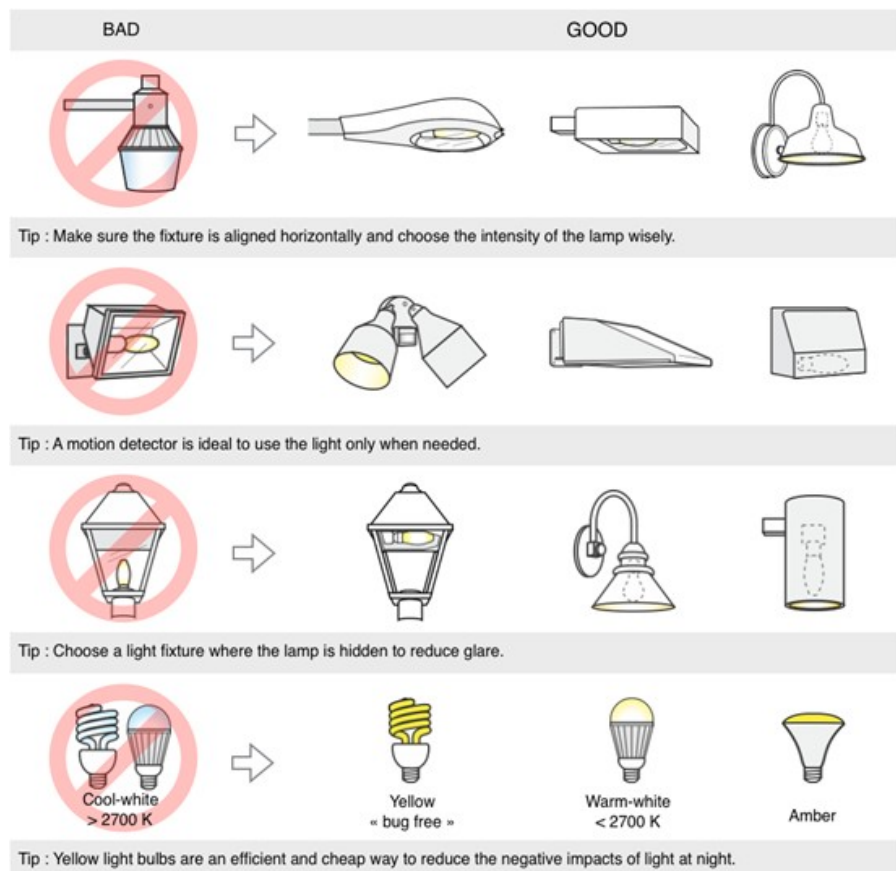
Use ornamental lighting to highlight pedestrian paths and entrances, especially in high-traffic ar-



Figure 40. Decorative, shielded lighting fixtures help increase security and safety for pedestrians onsite and prevent light spread to other properties.

eas and loading zones used during the night. Include after-hours lighting at building entrances for security. [Figure 40]

Figure 41. Dark Sky Compliant lighting fixtures and bulb suggestions for new or redeveloped properties.



IDG. H. Lighting and Security

IDG. H.3.

Include lighting in parking lots at all steps and ramps. Mount fixtures on poles or away from potential vehicle damage wherever feasible. [Figure 43]

IDG. H.4.

Install lighting so that the fixtures act to accent and complement architectural details. Use shielded sconces and angled up-lighting to illustrate the variation and texture of façade walls, establish patterns at night, and animate the building's architectural features. [Figure 42]

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END OF THE MCFARLAND

INDUSTRIAL DESIGN GUIDELINES



Figure 42. These up-lighting fixtures serve to brighten, bring attention to, and emphasize the architectural form of this façade. Note how the light pattern enhances and reveals the pattern on the steel and concrete due to effective fixture placement and use.



Figure 43. Include decorative bollard lighting with shielding; these provide safety, security, and reduce glare.



3. INDUSTRIAL DESIGN GUIDELINE APPLICANT CHECKLIST

Applicants and/or Design Professionals are strongly encouraged to fill out this checklist and provide a completed copy to the McFarland Community Development Department to ensure prompt and accurate recommendations to decision-making bodies.

Industrial Design Guideline: A. Site Planning	Applicable	Not Applicable	Applicant Remarks	Staff Remarks
IDG A.1. Incorporates landscaping and permeable areas, setbacks and screening.				
IDG A.2. Permeable parking and Bioswales/natural drainage.				
IDG A.3. Focused lot development near highest rated road frontage of parcel.				
IDG A.4. Clustered parking - At least 50% of parking areas to the side or at the rear of the development site.				
IDG A.5. Development at Human Scale.				
Industrial Design Guideline B. Architectural Design	Applicable	Not Applicable	Applicant Remarks	Staff Remarks
IDG B.1. Massing Treatment (variation, step-backs, similar treatment).				



Applicant Checklist

Industrial Design Guideline: b. Architectural Design	Applicable	Not Applicable	Applicant Remarks	Staff Remarks
IDG. B.2. Building Envelope placed to reduce impact of very large buildings.				
IDG. B.3. Potential nuisance areas screened with berms, fencing, walls, and landscaping.				
IDG. B.4. Screen all mechanical equipment.				
IDG. B.5. Vary setbacks and roofline when multiple buildings front a public street.				
IDG. B.6. Improved gateway design and wall coverage on major street façades.				
IDG. B.7. Visual relief on all walls more than fifty (50) feet in length.				
IDG. B.8. Contrasting/complementary materials and colors.				



Applicant Checklist

Industrial Design Guideline: B. Architectural Design	Applicable	Not Applicable	Applicant Remarks	Staff Remarks
IDG. B.9. Dominant colors taken from landscape; nonreflective.				
IDG. B.10. Sixty (60) foot setback or greater with Screening removes need for B.1-B.9. Subject to MCDD Discretion.				
Industrial Design Guideline: C.	Applicable	Not Applicable	Applicant Remarks	Staff Remarks
IDG. C.1.1. Major (customer, public façade) entrances oriented to street centerline.				
IDG C.1.2. Orient structures for clear sightlines from major public intersections.				
IDG. C.1.3. Screening allows Fire/First Responder access to parcel.				
IDG. C.1.4 Screen outdoor storage from view.				



Applicant Checklist

Industrial Design Guideline: C. Site Compatibility	Applicable	Not Applicable	Applicant Remarks	Staff Remarks
IDG. C.2. Buildings bordering residential structures are compatible.				
IDG. C.3. Consider human scale in architecture, where visible from Right-of-Way.				
IDG. C.4. If separated by one (1) parcel or more, requirement subject to McFarland CDD discretion.				
IDG. C.5. Building articulated to reduce mass as height increases.				
IDG. C.6 Incorporates Vertical and Horizontal accents when bordering residential uses.				
IDG. 3.7. Varied floor or underlay for wayfinding at Entrances.				
Industrial Design Guideline	Applicable	Not Applicable	Applicant Remarks	Staff Remarks



Applicant Checklist

Industrial Design Guideline: D. Landscape Design	Applicable	Not Applicable	Applicant Remarks	Staff Remarks
IDG. D.1. Use and expansion of Natural Drainage, if present.				
IDG. D.2. Water-wise and efficient landscaping.				
IDG. D.3. Retain existing mature trees.				
IDG. D.4. Shade/canopy trees, particularly on South and Southwest facing façades.				
IDG. D.5. Boulders or Rocks to scale with development; of natural color.				
IDG. D.6. Landscape complements building form and use.				
IDG. D.7. No visual impairment in public intersection sight triangle.				



Applicant Checklist

Industrial Design Guideline: D. Landscape Design	Applicable	Not Applicable	Applicant Remarks	Staff Remarks
IDG. D.8. Site balances paved and permeable areas.				
IDG. D.9. Capture runoff for irrigation or pretreatment.				
Industrial Design Guideline: E. Walls, Berms, and Fencing	Applicable	Not Applicable	Applicant Remarks	Staff Remarks
IDG. E.1. Reasonable screening when bounding sensitive uses.				
IDG. E.2. Avoids harsh or blight-prone materials (cyclone fencing, razor wire, sheet metal, barbs).				
IDG. E.3. Incorporates high-quality screening materials.				
IDG. E.4. Screen all mechanical equipment (building roof, sides, ground).				



Applicant Checklist

Industrial Design Guideline: E. Walls, Berms, and Fencing	Applicable	Not Applicable	Applicant Remarks	Staff Remarks
IDG. E.5. Structural Screens and Fences conform to existing code requirements.				
IDG. E.6. Outdoor storage or waste receptacles well screened from public streets.				
IDG. E.7. Visual impacts screened from public streets.				
IDG. E.8. Screen fire equipment with low landscaping, ensure immediate first responder access.				
Industrial Design Guideline: F. Circulation, Parking, and Loading	Applicable	Not Applicable	Applicant Remarks	Staff Remarks
IDG. F.1. Front 50% of the lot, or before façade, passenger cars. Less than 50% of total.				
IDG. F.2. Minimize fleet parking, equipment storage, & loading dock impacts to public streets.				



Applicant Checklist

Industrial Design Guideline: F. Circulation, Parking, and Loading	Applicable	Not Applicable	Applicant Remarks	Staff Remarks
IDG. F.3. Landscaping and structural screens conform to existing code and water use standards.				
IDG. F.4. Provide Fire and First Responders sufficient roadway width to access every part of the site.				
IDG. F.5. Construct parking areas and entries of permeable materials where possible.				
IDG. F.6. Consider future use of autonomous vehicles and retrofit of equipment, utilities on and between sites.				
IDG. F.7. Consider placement and power needs of potential Electrical Vehicle charge stations.				
IDG. F.8. Provide access to parcel for users of all mobility levels— e.g. shade, bus stops.				
IDG. F.9. Circulation and street layout plans comply with all applicable codes.				



Applicant Checklist

Industrial Design Guideline: F. Circulation, Parking, and Loading	Applicable	Not Applicable	Applicant Remarks	Staff Remarks
IDG. F.10. Connect to existing street network, consider Improvement Districts for utility installation.				
IDG. F.11. Circulation allows safe access for active transportation (bicycles and similar)				
IDG. F.12. Provides adequate cargo stacking and staging facilities for the use.				
Industrial Design Guideline: G. Signage	Applicable	Not Applicable	Applicant Remarks	Staff Remarks
IDG. G.1. Signs logically placed & complementary to building form.				
IDG. G.2 Where applicable, provide signs at pedestrian height for ease of use.				
IDG. G.3. Incorporate durable materials in signage.				



Applicant Checklist

Industrial Design Guideline: G. Signage	Applicable	Not Applicable	Applicant Remarks	Staff Remarks
IDG. G.4. Signs incorporate or complement architectural design elements used in the site.				
IDG. G.5. Signs illuminated to the lowest practical level at night.				
IDG. G.6. Provide wayfinding signage in public spaces or at entry of multi-tenant properties.				
Industrial Design Guideline: H. Lighting and Security	Applicable	Not Applicable	Applicant Remarks	Staff Remarks
IDG. H.1. All lighting fixtures for industrial parcels are International Dark-Sky Association compliant.				
IDG. H.2. Light pedestrian paths and parking areas.				
IDG. H.3. Light parking lots at all steps and ramps & mount fixtures to avoid vehicle damage.				
IDG. H.4. Shielded sconces and/or up-lighting complement architectural form.				



4. QUICK REFERENCE TABLE: MCFARLAND INDUSTRIAL ZONING

Zone	Height and Stories	Setbacks (Non-Residential)*	Lot Area	Parking
M-1	35 ft., 2 Stories	No Front, Back, or Side Setback	6,000 sq. ft. Minimum	Equal area to floor space in building
M-2	75 ft., 6 Stories	No Front, Back, or Side Setback	None	Not Covered
M-3	150 ft., 13 Stories	No Front, Back, or Side Setback	6,000 sq. ft. Minimum	Not Covered
All Zones	N/A	All Building(s) at least 40 ft from Street, 45 ft. from Minor Hwy., and 55 ft. from Major Hwy. Centerline.	N/A	No Common Requirements

**NB. In all industrial zones, if a building is proposed for exclusively residential uses, that building must comply with all provisions in the R-4 Zone, found in the McFarland Municipal Code, Chapter 17, § 92. These requirements in full may be found in the McFarland Municipal Code, Chapter 17, §§ 84 to 92.*

https://library.municode.com/ca/mcfarland/codes/code_of_ordinances



5. GLOSSARY OF TERMS

Baffles or Baffling

Physical characteristics of a fence or other surface that protrude and catch and/or disperse sound waves as they move through the air, designed to dissipate the noise. Another example is a fire-arm silencer; panels inside the barrel act to baffle, or redirect, the gasses and reduce noise.

Cap (Fence Design)

Fence or wall post caps consist of a covering that fits over the top of the posts, columns, or tops of a fence or wall and create visual differentiation from the single line of the fence top.

Canopy Tree

A canopy is the top portion of a tree composed of branches and leaves or needles. Trees with tall trunks and dense, wide-spreading lateral branches create canopies that cast enough cooling shade to moderate the local environment, reducing temperatures in the shaded area by as much as 20 degrees. These benefits are increased if the canopy trees are located near building walls, especially on the northern and west façade of buildings to block late summer sun, often the hottest and most damaging. See the McFarland Urban Forest Plan for further details.

Collector and Arterial; Streets

Terms that define volume of traffic and size of major streets within the city and its environs. For examples, see Perkins Ave, an arterial that facilitates a large volume in connection with SR 99, while 5th Street gives an example of a local or regional collector. Contact City staff or reference the McFarland Municipal Code and Improvements Code for a determination of specific streets by volume and use requirements and restrictions to consider for each zone.

Façade (Design)

A vertical surface of a building, usually referring to the frontage facing an exterior street or access point. Identifiable materials on the façade that indicate entrance areas help to increase wayfinding ability.

Heat Islands

The effect caused by large expanses of paved or otherwise developed areas that absorb sunlight and release this energy, increasing the heat effect by as much as 20 degrees or more near such areas. Break up development with landscaping and permeable areas to reduce or remove this effect and reduce cost.

Human Scale (Development)

Development that considers the human eye and connection capability with



regard to building shape, form, and design. For example, consider building height, setbacks, access and orientation in terms of human ability to comprehend their surroundings and recognize human features – a distance of approximately 40 vertical feet. If adjacent to a property line, a building more than three stories in height looks overly massive and reduces the feeling of connectedness and safety needed along roadways. Include some form of architectural relief or vertical step-back to reduce the massing or imposing nature of the development.

Improvement District (Development Finance)

A special financing agreement, usually brokered with the City on the understanding of future repayment, whereby the developer of a greenfield industrial parcel can pay into the project at a set rate to develop the utility lines and streets of an industrial park or development, and subsequent developments in the area can use the existing utilities, which results in efficient placement and use. As other parcels in the area are developed, the original installer begins to take in compensation and even profits from the other parties' use of an already sunken investment cost in the form of the roads and utility lines.

Industry and Industrial (Development)

Industrial work includes the following uses, according to the US Census North

American Industry Classification System: Mining, Quarrying, and Oil and Gas Extraction; Utilities; Construction; Manufacturing; and Transportation and Warehousing. These can be found in the M-1, M-2, and M-3 zones in McFarland.

Massing

An architectural concept. Refers to the perceived size and mass, or bulk, of a building. When a building has been located square on the lot relative to the street, and where no architectural variation exists, a building can look more massive and imposing than designed. If height and bulk are varied along the building, and if buildings in a row have varied setbacks, this reduces the perception of overall bulk and density, and maintains sufficient space for industrial activities.

Screening

The use of walls, landscape elements, building form, or building site plan design to cover or obscure industrial activities from the public view. Screening of diverse types reduces the risk of offsite access, nuisance or tort claims, helps provide noise mitigation, and functions as a visual barrier to reduce aesthetic concerns.

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Appendix B. LEHD OnTheMap Utility, City of McFarland from the US Bureau of the Census - Job Analysis

OnTheMap

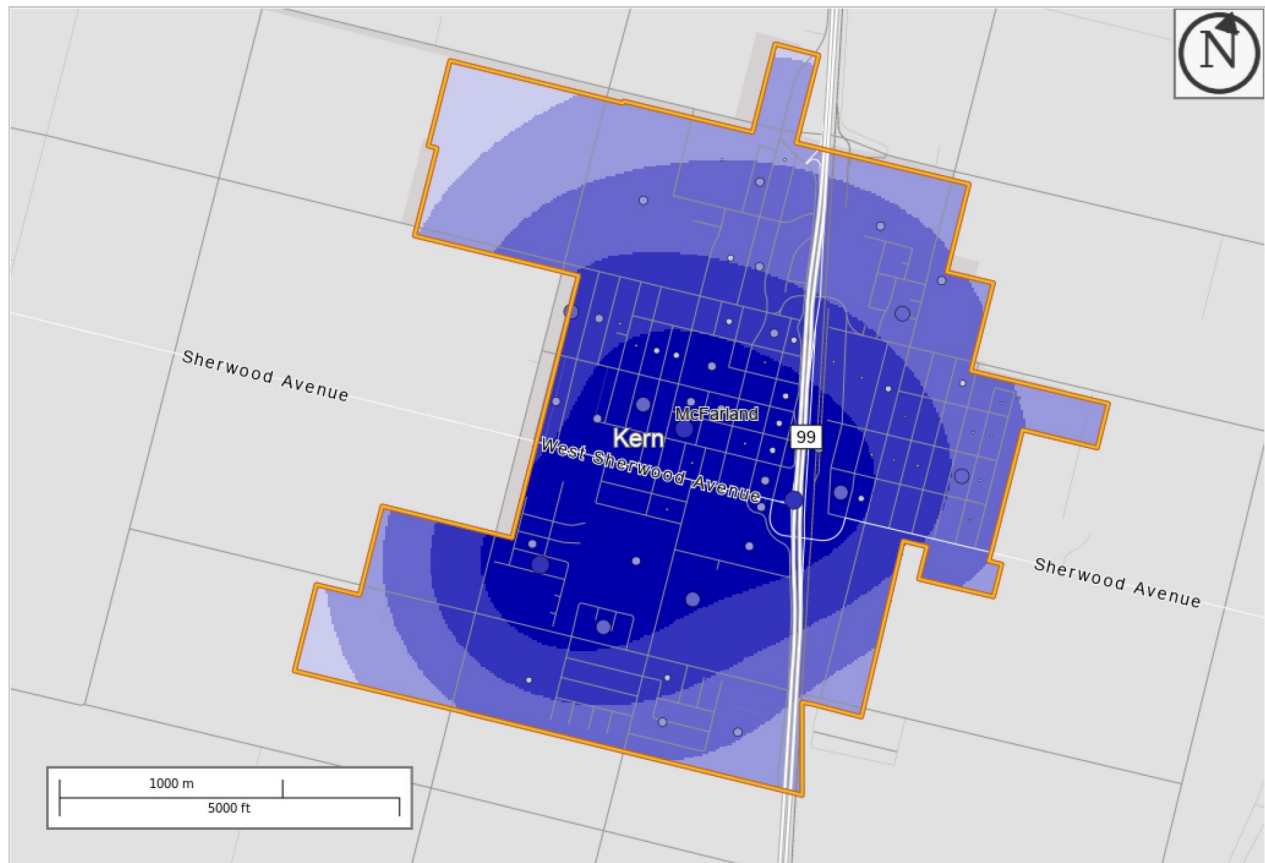
Work Area Profile Report

All Jobs for All Workers in 2017

Created by the U.S. Census Bureau's OnTheMap <https://onthemap.ces.census.gov> on 04/18/2020

Counts and Density of All Jobs in Work Selection Area in 2017

All Workers



Map Legend

Job Density [Jobs/Sq. Mile]

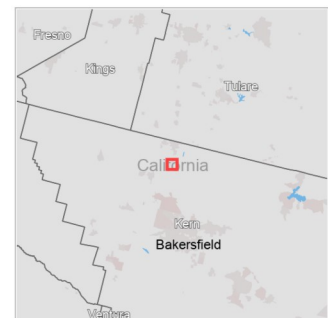
- 5 - 220
- 221 - 866
- 867 - 1,943
- 1,944 - 3,450
- 3,451 - 5,389

Job Count [Jobs/Census Block]

- 1 - 3
- 4 - 34
- 35 - 172
- 173 - 542
- 543 - 1,322

Selection Areas

- Analysis Selection
- Advanced Selection



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RESOLUTION NO. 2021-0016
A RESOLUTION OF THE CITY COUNCIL OF THE CITY OF MCFARLAND APPROVING
AN INDUSTRIAL DESIGN GUIDELINES

WHEREAS, the City Council adopt and take action to add Industrial Design Guidelines to updated General Plan 2020 to the City of McFarland.

WHEREAS, the City of McFarland, as lead agency, has determined that this action is not a project within the meaning of the California Environmental Quality Act (California Public Resources Code §§ 21000, et seq., "CEQA") and CEQA Guidelines (Title 14 California Code of Regulations §§ 15000, et seq.) Section 15378 and is therefore exempt from CEQA; and

WHEREAS, the City Council, through its clerk, did set Thursday, April 8, 2021, at the hour of 6:00 p.m. in the Council Chambers located at 103 W. Sherwood Ave, McFarland California as the time to adopt an Industrial Design Guidelines; and

WHEREAS, the City Council will consider both written and oral testimony on Industrial Design Guidelines.

NOW THEREFORE BE IT RESOLVED, by the City Council of the City of McFarland that it hereby finds and determines as follows:

- 1) The foregoing recitals are true and correct.
- 2) The Proposed Industrial Design Guidelines will add to updated General Plan 2020 of the City of McFarland.
- 3) The City Council adopt and take action to add Industrial Design Guidelines to updated General Plan 2020 to the City of McFarland.

I hereby certify that the foregoing is a full, true and correct copy of the resolution of the City Council of the City of McFarland at a meeting held on Thursday, April 8, 2021, moved by _____ and seconded by _____, duly adopted and passed by the following vote:

AYES:

NOES:

ABSENT:

ABSTAIN:

BY ORDER OF THE CITY COUNCIL OF THE CITY OF MCFARLAND.

Attest:

Approved:

Francisca Alvarado, City Clerk

Sally Gonzalez, Mayor

**MEMORANDUM
CITY OF MCFARLAND**

TO: Mayor and City Council

FROM: Maria Lara, City Manager
Larry Ronk, Acting Community Development Director

DATE: April 8, 2021

SUBJECT: FY 2021-2022 Project List for Road Maintenance and Rehabilitation Account Revenues (RMRA) under SB 1: THE ROAD REPAIR AND ACCOUNTABILITY ACT OF 2017

SUMMARY:

The passage of the Road Maintenance and Rehabilitation Act of 2017 (SB 1) created a new permanent funding sources for road maintenance and rehabilitation projects for cities and counties. Each year, cities and counties must adopt via resolution a project list comprised of projects they would like to spend SB 1 funds on. These project lists must be submitted to the California Transportation Commission (CTC) by no later than July 2021, in order to be eligible for SB 1 funding for fiscal year 2021/2022.

City of McFarland local streets and roads projected revenues are **\$297,900.00** for Fiscal Year 2021-2022 from SB 1 funds (www.californiacityfinance.com, January 2021). Pursuant to SHC Section 2030(a), RMRA funds shall be prioritized for expenditure on basic road maintenance and rehabilitation projects and on critical safety projects. SHC Section 2030(b) (2) states that funds may also be used to satisfy a match requirement to obtain state or federal funds for project.

Staff is recommending for FY 2021-22 the following projects based on safety and road conditions to be funded with Road Maintenance and Rehabilitation Account revenues include:

- **Davis Road from Elmo Hwy to W. Perkins Ave:** Road Maintenance and Rehabilitation, Estimated Useful Life minimum 10 years to 20 years maximum, Anticipated Year of Construction 2021.
- **2ND Street from W. Kern Avenue to California Avenue:** Road maintenance, Landscape and Pedestrian Improvements, Estimated Useful Life minimum 10 years to 20 years maximum, Anticipated Year of Construction 2021.
- **W. Kern Ave from 5th Street to Garzoli Rd:** Road Maintenance and Rehabilitation, Estimated Useful Life minimum 10 years to 20 years maximum, Anticipated Year of Construction 2021.

- **Ebell Street from Mast Avenue to Woodruff Avenue:** Road Maintenance and Rehabilitation, Estimated Useful Life minimum 10 years to 20 years maximum, Anticipated Year of Construction 2022
- **6th Street from W. Sherwood Avenue to Robertson Avenue:** Road Maintenance and Rehabilitation, Estimated Useful Life minimum 10 years to 20 years maximum, Anticipated Year of Construction 2022.

RECOMMENDATION:

City staff recommends approval of **RESOLUTION 2021-0013 ADOPTING A LIST OF PROJECTS FOR FISCAL YEAR 2021-2022 FUNDED BY SB 1: THE ROAD REPAIR AND ACCOUNTABILITY ACT OF 2017.**

FISCAL IMPACT:

None

ATTACHMENTS:

1. Resolution 2021- 0013

RESOLUTION NO. 2021-0013

**RESOLUTION ADOPTING A LIST OF PROJECTS FOR FISCAL YEAR 2021-2022 FUNDED BY
SB 1: THE ROAD REPAIR AND ACCOUNTABILITY ACT OF 2017**

WHEREAS, Senate Bill 1 (SB 1), the Road Repair and Accountability Act of 2017 (Chapter 5, Statutes of 2017) was passed by the Legislature and Signed into law by the Governor in April 2017 in order to address the significant multi-modal transportation funding shortfalls statewide; and

WHEREAS, SB 1 includes accountability and transparency provisions that will ensure the residents of our City are aware of the projects proposed for funding in our community and which projects have been completed each fiscal year; and

WHEREAS, the City of McFarland must adopt a list of all projects proposed to receive funding from the Road Maintenance and Rehabilitation Account (RMRA), created by SB 1 by resolution, which must include a description and the location of each proposed project, a proposed schedule for the project's completion, and the estimated useful life of the improvement; and

WHEREAS, the City of McFarland, will receive and estimated \$297,900.00 in RMRA funding in Fiscal Year 2021-22 from SB 1; and

WHEREAS, this is the third year in which the City of McFarland is receiving SB 1 funding and will enable the City of McFarland to continue essential road maintenance and rehabilitation projects, safety improvements, repairing and replacing aging bridges, and increasing access and mobility options for the traveling public that would not have otherwise been possible without SB 1 ; and

WHEREAS, the City of McFarland conducted Public Workshops to develop the SB 1 project list to ensure revenues are being used on the most high-priority and cost-effective projects that also meet the communities priorities for transportation investment; and

WHEREAS, the SB 1 project list and overall investment in our local streets and roads infrastructure with a focus on basic maintenance and safety, investing in complete streets infrastructure, and using cutting-edge technology, materials and practices, will have significant positive co-benefits statewide.

NOW, THEREFORE IT IS HEREBY RESOLVED, ORDERED AND FOUND by the City Council of the City of McFarland, State of California, as follows:

1. The foregoing recitals are true and correct.
2. The fiscal year 2021-2022 list of projects planned to be funded with Road Maintenance and Rehabilitation Account revenues include:

- **Davis Road from Elmo Hwy to W. Perkins Ave:** Road Maintenance and Rehabilitation, Estimated Useful Life minimum 10 years to 20 years maximum, Anticipated Year of Construction 2022.
- **2ND Street from W. Kern Avenue to California Avenue:** Road maintenance, Landscape and Pedestrian Improvements, Estimated Useful Life minimum 10 years to 20 years maximum, Anticipated Year of Construction 2022.
- **W. Kern Ave from 5th Street to Garzoli Rd:** Road Maintenance and Rehabilitation, Estimated Useful Life minimum 10 years to 20 years maximum, Anticipated Year of Construction 2022.
- **Ebell Street from Mast Avenue to Woodruff Avenue:** Road Maintenance and Rehabilitation, Estimated Useful Life minimum 10 years to 20 years maximum, Anticipated Year of Construction 2022.
- **6th Street from W. Sherwood to Robertson Avenue:** Road Maintenance and Rehabilitation, Estimated Useful Life minimum 10 years to 20 years maximum, Anticipated Year of Construction 2022.
-

PASSED AND ADOPTED by the City Council of the City of McFarland, State of California this 8th day of April, 2021, by the following vote:

MEMORANDUM

CITY OF MCFARLAND

TO: Honorable Mayor and Council Members

FROM: Maria, Lara City Manager
Larry A Ronk III, Acting Community Development Director

DATE: April 8, 2021

SUBJECT: Second Amendment to Agreement for Purchase and Sale and Joint Escrow Instructions (Real Estate) with San Joaquin Renewables LLC.

SUMMARY:

The City Council approved an Agreement with San Joaquin Renewables, LLC which was signed by all parties on October 25, 2019, wherein San Joaquin would purchase certain property from the City located near its wastewater treatment plant. An first amendment to the agreement of purchase was approved by City Council on April 22, 2020. San Joaquin Renewables, LLC is proposing to build and operate a bioenergy facility, the renewable natural gas produced by the facility will be injected into the Southern California Gas Company pipeline adjacent to the site. Biomass used in the facility will consist primarily of agricultural wood waste from orchard removal, almond and pistachio shells from huller shelter operations.

The second amendment is an agreement to extend the Closing Date to December 31, 2023 and to provide for the payment of additional deposits by Buyer and release a portion of the Initial Deposit to Seller for revenue lost in being unable to renew lease with Johnny Pruneda in pursuant to the terms and conditions described in the amendment attached.

RECOMMENDATION:

Staff recommends City Council approve the second amendment to the agreement with San Joaquin Renewables LLC.

FISCAL IMPACT:

No Fiscal Impact

ATTACHMENTS:

Second Amendment
Exhibit G – Lease Amendment

**SECOND AMENDMENT TO
AGREEMENT FOR PURCHASE AND SALE
AND JOINT ESCROW INSTRUCTIONS
(REAL ESTATE)**

THIS AMENDMENT TO AGREEMENT (the "Second Amendment") made this 8th day of April 2021 by and between the CITY OF MCFARLAND (the "Seller") and SAN JOAQUIN RENEWABLES LLC, an Iowa Limited Liability Company (the "Buyer"),

-

W I T N E S S E T H :

WHEREAS, Seller and Buyer entered into that certain "Agreement for Purchase and Sale and Joint Escrow Instructions (Real Estate)" dated October 25, 2019 which was later amended by a First Amendment dated April 22, 2020 (collectively, the "Agreement"); and

WHEREAS, the parties wish to further amend the Agreement to extend the Closing Date, to provide for the payment of additional deposits by Buyer, and to release a portion of the Initial Deposit to Seller pursuant to the terms and conditions hereinafter described.

NOW, THEREFORE, the parties hereby amend the Agreement as follows:

1. The parties incorporate the foregoing recitals as if fully set forth herein verbatim. The capitalized terms used herein shall have the same meaning as in the Agreement unless otherwise specifically described herein.

2. The parties hereby add subparagraph (i) to paragraph 3 (a) of the Agreement as follows:

"3. (a)

"(i) The parties hereby agree that \$32,666.00 of the Initial Deposit shall be released forthwith to Seller as reimbursement to Seller for revenue lost in being unable to lease a portion of the Property being purchased by Buyer for calendar year 2021 (the "Lost Lease Revenue"). Buyer agrees that if Seller experiences Lost Lease Revenues for calendar years 2022 and 2023, Buyer shall direct the Escrow Holder to release to Seller that portion of the Initial Deposit or Additional Deposits or Remainder Deposits (hereinafter described) necessary to fully reimburse Seller for the Lost Lease Revenues, which amount shall be based on the Rental rate per acre payable by the Lessee in the Third Amendment to Lease Agreement attached hereto as Exhibit "G" and by this reference made a part hereof as applied to Assessor's Parcel No. 060-050-24. The Lost Lease Revenue shall be released no later than ten (10) days after written notice to Buyer from Seller of the amount of the Lost Lease Revenue. The Lost Lease Revenue shall be nonrefundable to Buyer. Notwithstanding the forgoing, the Lost Lease Revenue shall be a credit to Buyer against the Purchase Price upon the Close of Escrow."

3. The parties hereby replace paragraph 7(a) of the Agreement with the following:

“(a) **Escrow Instructions.** The parties shall execute escrow instructions acceptable to Buyer, Seller and Escrow Holder (“Escrow Instructions”) within 3 business days of receipt of a final form of same acceptable to the parties from the Escrow Holder. Escrow shall close on or before 5:00 PM December 31, 2023 or if same is a weekend or holiday, on the next business day thereafter (hereinafter and hereafter the “Closing,” the “Close,” the “Closing Date,” and the “Close of Escrow”). In consideration for Seller’s agreement to extend the Close of Escrow, Buyer agrees to make payment of \$25,000.00 into Escrow prior to March 25, 2021 (the “March 25 Deposit”) and on or before the 180th day thereafter thereafter until the Close of Escrow (the “Remainder Deposits”). All such Remainder Deposits shall be a credit to Buyer against the Purchase Price at the Close of Escrow. Buyer’s failure to pay a Remainder Deposit shall constitute a default under this Agreement. The parties further agree that payment by Buyer of the March 25 Deposit the next two Remainder Deposits shall constitute payment of the Due Diligence Extension Deposits described in Paragraph 4(c) of the Agreement and shall extend the Due Diligence Date to the date described in Paragraph 4(c) for payment of all three of the Due Diligence Extension Deposits which shall be to and through October 25, 2022. Payment of the Remainder Deposits thereafter shall not extend the Initial Due Diligence Date or the Extended Due Diligence Date and Buyer shall have no further right to terminate the Agreement after October 25, 2022 except for a default by Seller. The Escrow Instructions shall be consistent with and not conflict with the provisions of this Agreement, with such additional terms as Escrow Holder shall reasonably deem necessary for its protection; provided however that such additional terms shall not modify or amend this Agreement and all inconsistencies between same shall be resolved in favor of this Agreement.”

4. The parties hereby replace “David Tooley, Interim City Manager,” named in paragraph 8 of the Agreement with the following “Maria Lara, City Manager.”

5. Except as amended herein, the Agreement is hereby reaffirmed and shall remain in full force and effect. All inconsistencies or ambiguities between this Amendment and the Agreement shall be resolved in favor of this Amendment.

6. This Amendment may be executed in counterparts. The parties agree that a facsimile or electronic copy of this Amendment shall be as effective as the original for all purposes.

IN WITNESS WHEREOF, the parties have executed this Amendment to be effective on the date first hereinabove written.

SALLY GONZALEZ, Mayor, City
of McFarland, California "**Seller**"

SAN JOAQUIN RENEWABLES LLC,
an Iowa Limited Liability Company,
"**Buyer**"

By: _____
THOMAS PASKACH, President

EXHIBIT "G"
[Lease Amendment]

THIRD AMENDMENT TO LEASE

THIS AMENDMENT TO LEASE (the "Third Amendment") made this 10th day of December, 2020, by and between the CITY OF MCFARLAND (the "Lessor") and JOHNNY M. PRUNEDA (the "Lessee"),

WITNESSETH:

WHEREAS, Lessor and Lessee entered into that certain lease dated January 1, 2014 which was thereafter amended by a First Amendment dated July 24, 2014 and a Second Amendment dated May 26, 2016 (collectively, the "Lease"); and

WHEREAS, the Lease is scheduled to terminate on December 31, 2020 and the parties wish to extend and amend the Lease pursuant to the terms and conditions hereinafter described.

NOW, THEREFORE, the parties hereby amend the Lease as follows:

1. The parties incorporate the foregoing recitals as if fully set forth herein verbatim.
2. The capitalized terms used herein shall have the same meaning as in the Lease unless otherwise specifically described herein.
3. The parties hereby remove Assessor's Parcel Number 060-050-24 from the Leased Premises and the Leased Premises shall hereafter be defined as the 160 acres in Assessor's Parcel Number 060-050-52.
4. The parties hereby replace the first sentence of Paragraph 2 of the Lease with the following: "Except as otherwise described herein, the term of this Lease shall be for five (5) years commencing on the 1st day of January, 2021 and continuing through the 31st day of December, 2025 (the "Lease Term"). Lessor may terminate this lease at the end of the 2023 Lease Year or the 2024 Lease Year as hereinafter described by giving Lessee written notice prior to the end of the 2023 or 2024 Lease Year, as the case may be."
5. The parties hereby add subparagraph (a) to paragraph 2 of the Lease as follows:

"(a) Lessee shall have an option to renew the Lease (the "Option") for an additional 5 years (the "Option Term") under the same terms and conditions as described herein except for Rent. Provided Lessee is not in default under this Lease, Lessee shall exercise the Option by providing written notice to Lessor of Lessee's exercise of the Option no later than six months prior to termination of the Lease and

no earlier than twelve months prior to termination of the Lease (the "Notice of Exercise"). In the event Lessee provides Lessor with a Notice of Exercise, the parties shall attempt to negotiate the Rent for the Option Term in their sole and absolute discretion. In the event the parties fail to agree on the amount of the Rent for the Option Term prior to the 90th day before expiration of the Lease Term, Lessee's Notice of Exercise shall be deemed withdrawn and have no further force or effect, the Option shall terminate, and this Lease shall expire on December 31, 2025 unless earlier terminated as described herein."

6. The parties hereby replace paragraph 3 of the lease in its entirety with the following:

"3. **RENTAL.** Except as otherwise described herein, Lessee shall pay rent ("Rent") to Lessor as follows: for the 2021 Lease Year, \$56,000.00; for the 2022 Lease Year, \$58,240.00; for the 2023 Lease Year, \$60,569.60; for the 2024 Lease Year, \$62,992.38; for the 2025 Lease Year, \$65,512.08 all payable in equal installments on February 1, May 1, August 1, and November 1 of each Lease Year. If Lessee fails to pay any portion of the Rent within 15 days of when it is due, Lessee shall be required to pay a late charge equal to 1.5% of the amount owed. In addition to any late charge, Lessee shall also pay interest at the rate of 10% per annum on the amount owed commencing 30 days from when the Rent was due until paid in full."

7. Except as amended herein, the parties hereby reaffirm the Lease and each and every term and condition described therein. Any inconsistency or ambiguity between this Third Amendment and the Lease shall be resolved in favor of this Third Amendment.

8. This Third Amendment may be executed in counterparts. A facsimile or electronic copy of this fully executed Third Amendment shall be as effective as the original for all purposes.

///

IN WITNESS WHEREOF, the parties have executed this Third Amendment to be effective on the date first hereinabove written.



SALLY GONZALEZ, Mayor,
City of McFarland,
California, "Lessor"



JOHNNY M. BRUNEDA, "Lessee"

**MEMORANDUM
CITY OF MCFARLAND**

TO: Honorable Mayor and Council Members

FROM: Maria Lara, City Manager
Larry A Ronk III, Acting Community Development Director

DATE: April 8, 2021

SUBJECT: Possible approval of new positions, Full-time Code Enforcement Officer & Full-time Animal Control Officer

Discussion:

The Code Enforcement Department and Animal Control Department currently operate with one part-time Officer in each department with one Hybrid-Code/Animal Control Officer. The City recently acquired a new animal shelter which requires more employees to operate. With the current staff, there are lack in areas of coverage in both departments.

Councilman Ayon requested the City to propose two new positions to add the needed coverage for each department. This will allow coverage on weekends for both departments and allow proper coverage during the weekly City Hall hours and after.

Recommend:

Staff recommends that City Council to discuss the possible approval of creating a new Full-Time Animal Control Officer Position and Full-Time Code Enforcement Officer Position.

Fiscal Impact:

The first-year salary will be covered by the American Rescue Plan and will affect the General Fund for future years of employment. Animal Control Salary range from \$1,247.19-\$1,446.35 bi-weekly plus benefits. Code Enforcement Salary range from \$1,677.23-\$1,945.17 bi-weekly plus benefits. Benefit Cost differ based on family size.

Attachments:

Code Enforcement Job Description
Animal Control Job Description

Code Enforcement Officer Full-Time

Under the direction of the Community Development Director, the position performs a variety of technical duties in support of the City's local code enforcement program; monitors and enforces a variety of applicable ordinances, codes, and regulations related to zoning, land use, nuisance housing, building codes, health and safety, blight, graffiti, water waste, and other matters of public concern; and serves as a resource and provides information on City regulations to property owners, residents, businesses, the general public, and other City departments and divisions.

DISTINGUISHING CHARACTERISTICS

Code Enforcement Officer is an essential position in which proper orientation and training is required to perform a full range of code enforcement duties. Code Enforcement is a division where property owner compliance is key and trust is built between the City and Resident. Code Enforcement requires patience, well-manner, level-head, and great customer service to be effective.

Working Conditions/Environment: Be patient & tolerant of loud, fast paced environments, property maintenance, odor, and illegal conduct. Physical exertion is required to climb stairs, walking, crouching, crawling, kneeling, and twisting; standing or sitting for extended periods of time; Must have the capability to hear, speak and see to communicate with the general public. Physical effort is required to lift equipment of 75 lbs. or more with assistance. Great mental ability is required daily.

ESSENTIAL FUNCTIONS:

1. Perform a variety of field and office work in support of the City's local code enforcement program; enforce compliance with City regulations and ordinances including those pertaining to zoning, land use, nuisance housing, building codes, health and safety, blight, graffiti, water waste, and other matters of public concern.
2. Receive and respond to citizen complaints and reports from other agencies and departments on alleged violations of City zoning and related municipal codes and ordinances; interview complainant and witnesses; conduct investigations and provide recommendations for resolution.
3. Conduct field investigations; inspect properties for violations; attempt to make contact at the residence or business in order to resolve violation; issue and post warning notices, notices of violation, corrective notices, orders to comply, and related documentation for code violations; schedule and perform all follow-up functions to gain compliance including letters, inspections, calls, meetings, discussions, and negotiations to ensure compliance with appropriate codes and ordinances; issue administrative and parking citations and notices of violation as necessary.
4. Prepare evidence in support of legal actions taken by the City; appear in court as necessary; testify at hearings and in court proceedings as required.
5. Maintain accurate documentation and case files on all investigations, inspections, enforcement actions, and other job related activities including accurate and detailed

information regarding code enforcement activity to substantiate violations; draw diagrams and illustrations and take photographs.

6. Prepare a variety of written reports, memos, and correspondence related to enforcement activities.
7. Patrol assigned area in a City vehicle to identify and evaluate problem areas and/or ordinance violations; determine proper method to resolve violations.
8. Participate in the implementation of the City's graffiti abatement program; receive requests for abatement of graffiti; patrol the City, record location of graffiti, and inform the City's Graffiti Abatement Office of the need for vandalism clean-up; obtain and collect right of entry forms for graffiti abatement on private property; enter calls into computer system and track case progress.
9. Attend meetings and serve as a resource to other City departments, divisions, the general public, and outside agencies in the enforcement of zoning regulations; provide research and documentation for meetings; interpret and explain municipal codes and ordinances to members of the general public, contractors, business owners, and other interested groups in the field, over the counter, and on the telephone.
10. Operate computer to enter, process, and acquire data relative to complaints, inspection sites, and effective code enforcement; research complaints.
11. Participate in supervising the work of community service workers, county inmates, or volunteers engaged in community clean-up and preservation activities; determine locations and type of work to be performed.
12. Locate vacant residences and businesses; secure buildings with proper materials as necessary; post the property as necessary; check vacant buildings regularly for transient activity, graffiti, and other forms of vandalism.
13. May assist in researching, drafting, and rewriting municipal codes; participate in the development of forms and processes utilized to address various issues.
14. Perform related duties as required

Requirements:

High school diploma or equivalent.

Code Enforcement Module 1, 2, and/or 3 (preferred)

PC832 Certificate

Knowledge of:

Operations, services, and activities of a municipal code compliance program.

Pertinent codes, ordinances, laws, and regulations pertaining to zoning, nuisance abatement, property maintenance, building, health and safety, and related areas.

Procedures involved in the enforcement of codes and regulations including methods and techniques of conducting and documenting field investigations.

City services and organizational structure as they relate to code compliance.

Legal actions applicable to code enforcement compliance. Effective public relations practices.

Principles and procedures of record keeping.

Methods and techniques of business correspondence and technical report preparation.

Modern office procedures, methods, and equipment including computers and supporting word processing and spreadsheet applications.

Occupational hazards and standard safety practices. Geographic features and locations within the area served.

Minimum Requirements:

Independently perform a full range of municipal code enforcement and compliance duties. Interpret and apply applicable codes, ordinances, and regulations related to zoning, nuisance abatement, and health and safety issues. Inspect and identify violations of applicable codes and ordinances. Enforce pertinent codes, ordinances, laws, and regulations with impartiality and efficiency. Respond to inquiries, complaints, and requests for service in a fair, tactful, and firm manner. Investigate complaints and mediate resolutions in a timely and tactful manner. Prepare accurate and detailed documentation of investigation findings. Maintain complex logs, records, and files. Research, compile, and collect data. Prepare clear and concise technical reports. Make oral presentations and testify in court. Work independently in the absence of supervision. Read County Assessors maps and property profiles. Read and interpret legal documents and descriptions. Understand and follow oral and written instructions. Type and enter data accurately at a speed necessary for successful job performance. Communicate clearly and concisely, both orally and in writing. Establish and maintain effective working relationships with those contacted in the course of work.

California driver's license required without major infractions on DMV record. Must be able to pass a background clearance. Must be proficient in Word, Excel, Powerpoint, email, and other computer programs.

Benefits:

This is a Full Time Position with **Salary Pay:** \$1677.23 to \$1945.17 Biweekly DOE, retirement, and full benefits.

Possession of a valid Class "C" California Driver's License with a satisfactory driving record and bilingual (English/Spanish) ability is a plus.

Applications are available at www.mcfarlandcity.org or McFarland City Hall located at 401 W. Kern Avenue, McFarland, CA 93250, Phone (661) 792-3091. All applications must be received by _____.

Animal Control Officer Full-Time

Under the direction of the Community Development Director, the position is responsible for the apprehending and caring of animals, determining the disposition of animals, enforcing various related State and local laws and ordinances, responding to complaints concerning unwanted, escaped or other nuisance animals, and other tasks as assigned.

DISTINGUISHING CHARACTERISTICS

Animal Control Officer is the entry-level class in which incumbents receive orientation and training to perform a full range of animal control duties. Incumbents are expected to progress to the journey level, within a reasonable length of time, and to function at a higher level of independence, self-direction, judgment, and interaction with the public.

Working Conditions/Environment: Be patient & tolerant of loud, fast paced environments (barking), dog waste, odor and hair. Physical exertion is required to subdue resisting and chase fleeing animals. Physical exertion is required to climb stairs and over walls with constant running, walking, crouching, crawling, kneeling, and twisting; standing or sitting for extended periods of time; Must have the capability to hear, speak and see to communicate with the general public. Physical effort is required to lift/carry injured/deceased animals and equipment of 75 lbs. or more with assistance. Great mental ability is required daily. Exposed to sick and potentially dangerous animals.

ESSENTIAL FUNCTIONS:

- Serve as a representative of City of McFarland, demonstrating a positive attitude and progressive actions through the display of professionalism, courtesy, and appropriate tact and discretions in all interactions with other employees and with the public.
- Respond to calls, captures, and transports and impounds stray animals.
- Interview complainant and identifies animals owners.
- Establish quarantines to determine health of animals may impound seriously injured or ill animals and arrange for veterinary care.
- Provide assistance to the public regarding animal control matters; Responds to inquiries and provides information regarding local animal control laws.
- Pick up and transport dead animals for disposal.
- Issue citations or notices of violation in the enforcement of ordinances relating to animal control.
- Prepare officer's reports and maintain files & records.
- Maintain safety and security of Animal Shelter.
- Protect confidential information by preventing unauthorized release, both verbal and/or writing.
- Input call information and write reports on Software System.

Requirements:

High school diploma or equivalent.

Knowledge of: Techniques for communicating effectively orally, and through written expression, experience providing information, such as explaining rules and regulations to the public, preferably in the handling, care and control of animals.

Minimum Requirements: Read, understand, and explain applicable State and local laws, regulations, and ordinances; obtain cooperation and compliance from members of the public by working tactfully and effectively; analyze a situation and adopt a course of action; exercise tact and independent judgment in dealing with the public; speak to a wide range of people; prepare clear and concise reports; present a positive public image; develop and maintain working relationships with co-workers, agencies and organizations; handle sick, injured, dangerous, or dead animals and decomposing animal carcasses in a safe and humane manner; learn the physical and behavior characteristics of animals; learn breed identification; learn and recognize symptoms of rabies and other common animals diseases; learn the safe and accurate handling of animal control equipment; euthanize dangerous, sick, or unwanted animals; make simple arithmetic calculations; understand and follow oral and written instructions; safely drive a vehicle; perform other tasks as assigned; and work independently.

California driver's license required without major infractions on DMV record. Must be able to pass a background clearance. Must be proficient in Word, Excel, Powerpoint, email, and other computer programs such as Shelter Buddy, Petpoint and/or animal databases.

Benefits:

This is a Full Time Position with **Salary Pay:** \$1247.19 to \$1446.35 Biweekly DOE, retirement, and full benefits.

Possession of a valid Class "C" California Driver's License with a satisfactory driving record and bilingual (English/Spanish) ability is a plus.

Applications are available at www.mcfarlandcity.org or McFarland City Hall located at 401 W. Kern Avenue, McFarland, CA 93250, Phone (661) 792-3091. All applications must be received by _____.

**MEMORANDUM
CITY OF MCFARLAND**

TO: Honorable Mayor and Council Members

FROM: Larry A Ronk III, Acting Community Development Director

DATE: April 8, 2021

SUBJECT: Discussion of possible increase of Mobile vendors

Discussion:

The City Ordinance 5.44.020 requires all mobile vendors to have a valid permit to conduct any sales. This section also puts a limit to how many mobile vendors are allowed.

The Section states, "Notwithstanding the foregoing, no more than ten (10) vendors may be licensed in any calendar year and no more than five may be ice cream vendors and no more than two may be taco trucks."

The City allows for only ten (10) vendors max currently. This discussion was requested by Councilman Cano for possible increase of number of vendors in total and/or increase in certain vendor categories.

Recommend:

Staff recommends that City Council discuss the possible increase of mobile vendors within the City Limits. If increase is granted, staff recommends City Council to give direction to staff to have City Attorney draft an amendment to this ordinance to make the proper changes.

Fiscal Impact:

Legal Fees.

Attachments:

Municipal Code 5.44
Mobile Vendor Chart.

Chapter 5.44 - VENDING FROM VEHICLESSections:*Footnotes:**— (1) —*

Editor's note— Ord. No. 310-2006, § 1, adopted May 11, 2006, repealed the former Chapter 5.44, §§ 5.44.010—5.44.030, and enacted a new Chapter 5.44 as set out herein. The former Chapter 5.44 pertained to businesses conducted from vehicles and derived from Ord. No. 247, 1992 and Ord. No. 250, 1992.

5.44.010 - Definitions.

The following words and terms shall have the following meanings:

"Goods" means items and products of every kind and description including, without limitation, all food, produce and beverage items.

"Vehicle" shall have the same meaning as in the Vehicle Code of the state of California.

"Vendor" means any person who engages in the act of selling or offering for sale any goods from a vehicle or who drives or otherwise uses any such vehicle for the purpose of selling or offering for sale any goods therefrom.

(Ord. No. 310-2006, § 1, 5-11-06)

5.44.020 - Permits.

Any person wishing to be a vendor in the city must comply with the same conditions as peddlers and solicitors more particularly described in Chapter 5.32 of this code and each of the provisions in Chapter 5.32 are hereby made applicable to vendors. No person may be a vendor in the city without first complying with each and every requirement under Chapter 5.32. Notwithstanding the foregoing, no more than ten vendors may be licensed in any calendar year and no more than five may be ice cream vendors and no more than two may be taco trucks. Permits shall be issued first to those vendors with existing permits requesting renewals of same provided the request for renewal is made on or before July 15 following expiration of the permit and, thereafter, on a first - come - first - serve basis for remaining permits, if any; provided, however, that the City may choose not to issue a permit to any applicant who has violated City regulations or the conditions of its license or failed to follow any other regulations of any other governmental jurisdiction."

(Ord. No. 310-2006, § 1, 5-11-06; Ord. No. 324-2008, § 1, 10-15-08; Ord. No. 013-2011, § 1, 9-8-11)

5.44.030 - Prohibited conduct.

A. No vendor shall sell or offer for sale any goods within three hundred feet from the exterior

boundary of property used or occupied by any of the following:

1. A public or private school during the hours that school is in session;
 2. A business establishment which is opened for business and is offering for sale the same or similar product as offered for sale by the vendor;
 3. A restaurant, cafe, or eating establishment which is opened for business;
 4. A public park at such times as a concession stand authorized by the public agency with jurisdiction over the park is operating;
 5. Any city property where a city authorized concession stand is operating;
 6. A church or other place for religious gathering during the hours of church services or church-related activities; and
 7. Any permitted location where the vendor has sold goods or offered same for sale within a period of less than four hours.
- B. No vendor shall sell goods or offer same for sale at any permitted location for a longer consecutive period of time than one hour.
- C. No vendor shall sell goods or offer same for sale in violation of any of the provisions of this code or of the laws of any other jurisdiction.
- D. No vendor shall obstruct or cause to be obstructed the passage of a sidewalk, street, or any other public place by causing people to congregate at or near the place where goods are being sold or offered for sale.
- E. No vendor shall serve customers on the street side of the vehicle and the right wheels of the vehicle shall be parallel to and within twelve inches of the right hand curb or the right hand edge of the roadway.
- F. No vendor shall sell or offer to sell goods in such a manner as to cause a traffic hazard.
- G. No music which can be heard outside of the vehicle nor any sound amplification systems shall be used whenever the vehicle is stopped or parked.
- H. Vendors shall maintain on the vehicle leak-proof, plastic or galvanized refuse receptacles with tight fitting lids. The vendor shall clean all public property surrounding the vehicle of all refuse generated by the vendor's activity. All wastewater must be retained in a spill-proof, leak-proof container maintained on the vehicle with a larger capacity than the water supply available on the vehicle.
- I. No vendor shall set portable tables or chairs for customer use or promote a sit down dining environment at any location.
- J. No vendor shall conduct business between the hours of ten p.m. and nine a.m.
- K. All vendors preparing food in the vehicle by cooking, frying, or other similar means shall be equipped with at least one 2A-40-BC fire extinguisher.

5.44.040 - Applicability of regulations to existing business.

The provisions of this chapter shall be applicable to all persons and businesses described herein whether established before or after the effective date of the ordinance enacting this chapter into law.

(Ord. No. 310-2006, § 1, 5-11-06)

5.44.050 - Violation—Penalty.

Every person violating or failing or neglecting or refusing to comply with any of the provisions of this chapter shall be guilty of a misdemeanor and, upon violation thereof, shall be punishable as provided for in Chapter 1.20 of this code. Each day any violation of any provision of this chapter shall continue shall constitute a separate offense.

(Ord. No. 310-2006, § 1, 5-11-06)

City	Population	Permit Limit
McFarland	14823	10
Wasco	27193	5 mobile/ 0 taco trucks
Arvin	21249	\$10 daily permit/ 0 taco trucks
Corcroan	22156	6 mobile/ 2 taco trucks

**MEMORANDUM
CITY OF MCFARLAND**

TO: Honorable Mayor and Council Members

FROM: Larry A Ronk III, Acting Community Development Director

DATE: April 8, 2021

SUBJECT: Discussion of possible increase of Garage Sales (Yard Sales) Ordinance 5.48.030

Discussion:

The City Ordinance 5.48.030 states that “No more than four (4) garage sales on the same premises may be held in any calendar year.” This ordinance has a conflict with California Department of Tax and Fee Administration with how many garage sales be conducted throughout a twelve-month period.

Residents of the city have requested to conduct more than four (4) yard sales within a twelve-month period, which have brought this item up for discussion at City Council Meeting. Councilman Cano requested staff to bring this item for discussion at next City Council Meeting for a possible increase in yard sales allowed within a twelve-month period.

Recommend:

Staff recommends that City Council amend Ordinance 5.48.030 to reduce the amount of garage sales to two per year per residence to comply with State Regulation 1595. Having more than two garage sales will require residents to obtain an State Seller Permit. Staff also recommends City Council to amend Ordinance 5.48.030 to allow garage sales to occur more than twice a year with resident obtaining a valid California Sellers Permit with the California Department of Tax and Fee Administration.

Fiscal Impact:

Legal Fees.

Attachments:

Municipal Code 5.48

Publication 107

Regulation 1595- Occasional Sales-Sale of a Business-Business Organization

CHAPTER 5.48 - GARAGE SALESSections:**5.48.010 - Definitions.**

As used herein, "garage sales" means those occasional sales conducted on residential premises other than those occurring from a home occupation as more particularly described in Section 17.04.340 of the McFarland Municipal Code.

(Ord. No. 306-2005, § 1, 11-10-05)

5.48.020 - Permit and fees.

It is unlawful for any person to conduct a garage sale without obtaining a permit in the manner as hereinafter described. The fee for a permit may be established from time to time by resolution of the city council and shall be for one garage sale. An application for a permit may be obtained from city hall. The fee shall be paid at the time the application is filed and shall be nonrefundable whether or not the permit is issued. A permit and fee shall be required for each garage sale.

(Ord. No. 306-2005, § 1, 11-10-05)

5.48.030 - Limitations.

No more than four garage sales on the same premises may be held in any calendar year. No garage sale shall be conducted for more than two consecutive days. A garage sale may not commence before six a.m. or end any later than five p.m. on the permitted days.

(Ord. No. 306-2005, § 1, 11-10-05)



Publication 107, *Do You Need a California Seller's Permit?*

April 2020

Do You Need a California Seller's Permit?

When you sell or lease merchandise, vehicles, or other tangible personal property in California, even temporarily, you are generally required to register with our agency, the California Department of Tax and Fee Administration (CDTFA), and to pay sales tax on your taxable sales. When you register, we will issue you a seller's permit. Sometimes people incorrectly refer to a seller's permit as a resale number or resale permit. A seller's permit is a state license that allows you to sell items at the wholesale or retail level and to issue resale certificates to suppliers. Issuing a resale certificate allows you to buy items you will sell in your business operations without paying amounts for tax to your suppliers.

Generally, if you make three or more sales in a 12-month period, you are required to hold a seller's permit. This applies even if your sales are made through Internet auction houses or websites that offer online classified advertisements (online advertisers). For additional information, please see publication 109 (<https://www.cdtfa.ca.gov/formspubs/pub109/>), *Internet Sales*, or call our Customer Service Center at 1-800-400-7115 (CRS:711).

When you have a garage sale and sell used items, you are generally not required to hold a seller's permit unless you have more than two garage sales in a 12-month period or are required to hold a seller's permit for being engaged in the business of selling merchandise, goods, or items (tangible personal property). Please see Regulation 1595 (<http://www.cdtfa.ca.gov/lawguides/vol1/sutr/1595.html>), *Occasional Sales - Sale of A Business - Business Reorganization*.

Making sales of merchandise, goods, or other items in California without first getting a seller's permit violates the law and subjects you to fines and penalties. California law requires a seller's permit be held for warehouse locations when: the retailer has one or more sales offices in this state, the sale is negotiated out of state, and the order is filled from the retailer's in-state stock of goods at the warehouse. You are not required to hold a seller's permit if all your sales are made exclusively in interstate or foreign commerce, and you make no sales in this state. However, your business may be required to register for a use tax account as discussed in the *Required Registration to Report Use Tax* section.

Obligations of Seller's Permit Holders

When you hold a seller's permit, you must file sales and use tax returns and pay any sales or use tax due on your sales and purchases. You must report and pay sales tax on each taxable sale. At the time you make the sale, you may collect from your customer an amount equal to the tax you will owe. You also must keep adequate records that document your sales and purchases. As a registered seller, you will need to take the time to learn how to properly apply the sales and use tax law in your business operations. Our classes, publications, and online seminars can help you learn to meet your obligations and help ensure that you don't pay more or less tax than you owe.

Please note: You should not obtain a seller's permit just to take advantage of the opportunity to issue resale certificates to your suppliers. Issuing a resale certificate to avoid paying tax on items you will use rather than sell is against the law and may result in fines and penalties. It is a misdemeanor to issue a resale certificate if, at the time of purchase, you do not intend to resell the merchandise.

You must notify the CDTFA if you intend to sell or close your business. If you are not making sales, your permit may be canceled. For more information, please see Regulation 1699 (<http://www.cdtfa.ca.gov/lawguides/vol1/sutr/1699.html>), *Permits*, and publication 74 (<http://www.cdtfa.ca.gov/formspubs/pub74.pdf>), *Closing Out Your Account*.

Please note: This publication summarizes the law and applicable regulations in effect when the publication was written, as noted above. However, changes in the law or in regulations may have occurred since that time. If there is a conflict between the text in this publication and the law, decisions will be based on the law and not on this publication.

Required Registration to Report Use Tax

Qualified Purchasers

California law requires a "qualified purchaser" to register with the CDTFA and annually report and pay use tax directly to the CDTFA through our online services system. A "qualified purchaser" includes businesses with at least \$100,000 in annual gross receipts from business operations. Gross receipts are the total of all receipts from both in-state and out-of-state business operations. For additional information, see publication 126 (<http://www.cdtfa.ca.gov/formspubs/pub126.pdf>), *Mandatory Use Tax Registration for Service Enterprises*.

A retailer with a computer server located in California on which a website resides may not be required to have a seller's permit unless the retailer has a proprietary interest in the server and the activities at that location otherwise qualify for a seller's permit. You may need to obtain other licenses, permits, or documents to operate your business (see Additional

Requirements for Your Business) (#requirements) or you may be required to register for a use tax account with the CDTFA if you are a "qualified purchaser," as explained above.

Out-of-State Retailers

If you are a retailer located outside of California, you are required to register with the CDTFA and collect California use tax on your taxable sales and report and pay the tax to the CDTFA if you are "engaged in business in this state." You are engaged in business in this state if you are a retailer that:

1. Owns or leases real or tangible personal property, including a computer server, in California; or
2. Maintains, occupies, or uses, directly or indirectly, or through a subsidiary or agent, a permanent or temporary office, place of distribution, sales or sample room, warehouse or storage place, or other physical place of business in California (whether or not it is related to your sales activities); or
3. Has persons operating in California under your authority for the purpose of selling, delivering, installing, assembling, or the taking of orders for tangible personal property; or
4. Derives rentals from a lease of tangible personal property (including vehicles, vessels and aircraft) situated in California; or
5. Beginning April 1, 2019, has total combined sales of tangible personal property for delivery in California by you and all persons related to you that exceed \$500,000 during the preceding or current calendar year.

Offering merchandise for sale over the phone, by mail order, or online will generally not, by itself, cause a retailer to be engaged in business in California. Also, using a website hosted on servers located in California will generally not, by itself, cause a retailer to be engaged in business in California.

For more information about California state, local, and district use tax collection requirements, please see our online guide, *Use Tax Collection Requirements Based on Sales into California Due to the Wayfair Decision* (<http://www.cdtfa.ca.gov/industry/wayfair.htm>), publication 77, *Out-of-State Sellers: Do You Need to Register with California?*, and publication 44 (<http://www.cdtfa.ca.gov/formspubs/pub44.pdf>), *District Taxes (Sales and Use Taxes)*

Applying for a Seller's Permit

You can register by selecting **Register** (<https://onlineservices.cdtfa.ca.gov/Directory/>), and then select **Register a business activity with CDTFA**. You can also register in person at any of our offices (www.cdtfa.ca.gov/office-locations.htm). Please contact our Customer Service Center for assistance at 1-800-400-7115 (CRS:711). You will need to provide information about your business, including bank account details and estimated income. You must also provide information about yourself including your driver license number and social security number (or substitute documents, as explained on the application). If you purchased your business, you'll need to provide the previous owner's name and seller's permit number. To make sure you won't have to pay any tax, interest, or penalties owed by the previous owner, you should request in writing, a tax clearance from us 60 days prior to your purchase. There is no charge for a seller's permit. However, depending on your type of business and expected taxable sales, we may ask you for a security deposit. The CDTFA may be able to issue your permit the same day.

Temporary Permits

If you make sales of a temporary nature such as Christmas tree sales or sales of fireworks, you may apply for a temporary seller's permit. Temporary permits are issued to those whose sales activity will last no longer than 90 days.

Additional Requirements for Your Business

In addition to registering for a seller's permit, you may need to register for one of the other taxes and fees we administer. For a listing of the special tax and fee programs the CDTFA administers, please see our *Special Taxes and Fees* (<http://www.cdtfa.ca.gov/taxes-and-fees/stfprograms.htm>) page. You can register by selecting **Register** (<https://onlineservices.cdtfa.ca.gov/Directory/>), and then select **Register a business activity with CDTFA**. You can also register in person at any of our offices (www.cdtfa.ca.gov/office-locations.htm). Please contact our Customer Service Center at 1-800-400-7115 (CRS:711) for additional information. The state and federal governments have additional requirements for businesses. You must file income tax returns with the California Franchise Tax Board and the U.S. Internal Revenue Service (IRS). Certain businesses are required to obtain permits from the California Department of Consumer Affairs and state and local environmental agencies. If you have employees, you are required to register as an employer with the California Employment Development Department and the IRS and to pay payroll withholding taxes. We recommend visiting www.businessportal.ca.gov (<http://www.businessportal.ca.gov/>) or www.calgold.ca.gov (<http://www.calgold.ca.gov/>) to obtain information about business licenses and other local, state, and federal business permit information. Chambers of commerce, economic development organizations, and other business organizations are other good sources of information. Often the business licensing department of a city or county can assist you, too. Some counties and cities publish special guides for small businesses, available free or at a low cost.

Additional Information

For more information regarding seller's permits, please see publication 73 (<http://www.cdtfa.ca.gov/formspubs/pub73.pdf>), *Your California Seller's Permit*. For a complete list of other CDTFA-administered taxes and fees, please see publication 51, *California Department of Tax and Fee Administration Resource Guide to Free Tax Products and Services*. You may find these and all our publications under Forms & Pubs (www.cdtfa.ca.gov/formspubs/).

Regulations

1595 (<http://www.cdtfa.ca.gov/lawguides/vol1/sutr/1595.html>) **Occasional Sales—Sale of a Business—Business Reorganization**

1699 (<http://www.cdtfa.ca.gov/lawguides/vol1/sutr/1699.html>) **Permits**

Publications

- 51 (<https://www.cdtfa.ca.gov/formspubs/pub51.pdf>) **California Department of Tax and Fee Administration Resource Guide to Free Tax Products and Services**
- 73 (<http://www.cdtfa.ca.gov/formspubs/pub73.pdf>) **Your California Seller's Permit**
- 74 (<http://www.cdtfa.ca.gov/formspubs/pub74.pdf>) **Closing Out Your Account**
- 109 (<https://www.cdtfa.ca.gov/formspubs/pub109/>) **Internet Sales**
- 126 (<http://www.cdtfa.ca.gov/formspubs/pub126.pdf>) **Mandatory Use Tax Registration for Service Enterprises**

Do You Need a California Seller's Permit?



Required Registration to Report Use Tax



Applying for a Seller's Permit



Additional Information



LEADERSHIP

Gavin Newsom

Governor (<https://www.gavin.ca.gov/>)

Yolanda Richardson

Secretary, Government Operations Agency

(<https://www.govops.ca.gov/department/secretary-staff/richardson/>)

Nicolas Maduros

Director, CDTFA

QUICK LINKS

About CDTFA (www.cdtfa.ca.gov/about.htm)

External Tax Resources (www.cdtfa.ca.gov/external-tax-resources.htm)

Job Opportunities

(<https://www.calcareers.ca.gov/CalHRPublic/Search/JobSearchResults.aspx#deptid=151>)

Local and District Taxes (www.cdtfa.ca.gov/taxes-and-fees/local-and-district-taxes.htm)

SOCIAL MEDIA

 (<https://www.facebook.com/CDTFA/>)

 (<https://twitter.com/cdtfa>)



(<https://www.youtube.com/channel/UChhR8089KCKrv2>)



(https://www.linkedin.com/company/cdtfa?trk=top_nav_home)



(<https://www.instagram.com/CDTFA/>)

STATE CAMPAIGNS

COVID-19 Updates (<https://covid19.ca.gov/>)

Flex Alert (<http://flex-alert.org>)

Register to Vote (<http://registertovote.ca.gov>)

Save Our Water (<https://saveourwater.com>)

CONTACT US

 1-800-400-7115

 California Relay Service (CRS)
(<https://ddtp.cpuc.ca.gov/relay.aspx>) : 711

 Email CDTFA (www.cdtfa.ca.gov/email/)

 Office Locations (www.cdtfa.ca.gov/office-locations.html)

 CDTFA Directory (www.cdtfa.ca.gov/directory.htm)

Additional Contacts (www.cdtfa.ca.gov/contact.htm)

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Laws, Regulations & Annotations

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Business Taxes Law Guide – Revision 2021

Sales And Use Tax Regulations

Article 7. Specific Kinds of Property and Exemptions Generally

Regulation 1595

Regulation 1595. Occasional Sales—Sale of a Business—Business Reorganization.

Reference: Sections 6006, 6006.5, 6014, 6015, 6019, 6066, 6075, 6281, 6282, 6283, 6292, 6358(b), and 6367, Revenue and Taxation Code.

(a) ACTIVITIES REQUIRING SELLER'S PERMIT.

(1) GENERAL. Tax applies to all retail sales of tangible personal property including capital assets whether sold in one transaction or in a series of sales, held or used by the seller in the course of an activity or activities for which a seller's permit or permits is required or would be required if the activity or activities were conducted in this state. See subdivision (e) below for special rules regarding sales of property by producers of hay.

Generally, a person who makes three or more sales for substantial amounts in a period of 12 months is required to hold a seller's permit regardless of whether the sales are at retail or are for resale. Each sale of the person during the 12 month period is included in determining whether that person is required to hold a permit, or would be required to hold a permit if the activities were conducted entirely inside this state. Thus, a sale occurring outside California, whether at retail or for resale, is included, even though it would not be subject to California sales tax. A person who makes a substantial number of sales for relatively small amounts is also required to hold a seller's permit.

Tax does not apply to a sale of property held or used in the course of an activity not requiring the holding of a seller's permit unless the sale is one of a series of sales sufficient in number, scope and character to constitute an activity for which the seller is required to hold a seller's permit or would be required to hold a seller's permit if the activity were conducted in this state. If tangible personal property is leased under a lease which is a "sale" as defined in Revenue and Taxation Code Section 6006 or a "purchase" as defined in Revenue and Taxation Code Section 6010, tax applies to the lease as provided in Regulation 1660 (18 CCR 1660), and the lessor must hold a seller's permit as provided in Regulation 1699 (18 CCR 1699). The lessor is not making an occasional sale since the lessor is making a "continuing sale" and is thereby holding the leased property in an activity requiring the holding of a seller's permit. As such, the lessor's sale of the leased property at the end of the lease term is likewise not an occasional sale.

(2) PROPERTY HELD OR USED IN AN ACTIVITY, OR ACTIVITIES REQUIRING THE HOLDING OF A SELLER'S PERMIT. A seller's permit is required of a person engaged in the business of selling tangible personal property. An activity requiring the holding of that permit includes, but is not limited to, the acquisition and sale of tangible personal property, whether the person's sales are all at retail, all for resale, or include both sales at retail and sales for resale.

Acquisition includes the obtaining of the property in any manner whatsoever. For example, raw materials may be purchased or may be obtained by extraction from the earth, air or waters of the earth. These may be sold in raw form or processed or manufactured into other raw materials, component parts or finished items which are sold. Each of these activities is an activity which is so related to the sale of tangible personal property, that it is part of the activity requiring the holding of a seller's permit.

(3) SEPARATE BUSINESSES. A person engaged in an activity or activities requiring the holding of a seller's permit or permits may also be engaged in entirely separate endeavors which do not require the holding of a seller's permit or permits. Tax applies to the sale of tangible personal property held or used in the course of an activity requiring the holding of a seller's permit. Tax does not apply to the sale of property held or used by the seller in the non-selling endeavors which do not require the holding of a permit unless that sale is itself one of a series of sales requiring the holding of a seller's permit. For example, a person may own a hardware store at one location and a real estate brokerage business at another location, with no relationship between the two activities except that of common ownership. Under these circumstances, a sale of furniture used in the brokerage business would not be a sale of property held or used in an activity requiring the holding of a seller's permit unless it was one of a series of sales of the property of the brokerage business. A sale of tangible personal property held or used in the hardware business would be a sale of property held or used in an activity requiring the holding of a seller's permit.

(4) SERIES OF SALES REQUIRING THE HOLDING OF A SELLER'S PERMIT. A person not otherwise engaged in an activity requiring the holding of a seller's permit may make a series of sales sufficient in number, scope and character to require the holding of a seller's permit. The sale in that series of sales, and subsequent sales, during any 12-month period which resulted in the requirement to hold a permit are subject to tax, unless otherwise exempt.

(A) Number.

1. Generally the minimum number of sales to require the holding of a seller's permit by a person not otherwise engaged in a selling activity is three within any 12 month period.

2. When calculating the minimum number of sales which requires a person to hold a seller's permit, the following types of sales are excluded:

- a. Sales made by an auctioneer on behalf of the person. In such transactions, the auctioneer is the retailer liable for tax.
- b. Sales through claiming races of horses owned by the person. In such transactions, the racing association is the retailer liable for tax.
- c. Sales of vehicles, mobilehomes, commercial coaches, vessels, or aircraft which are exempted from sales tax by Revenue and Taxation Code Sections 6282 and 6283.
- d. A trade-in made by the person which is incidental to a nonselling activity of the person.

(B) Scope. The extent of the sales measured by their frequency or dollar volume.

(C) Character. This relates to the similarity in type and value giving effect to the taxpayer's operations. For example, a processor of food products for human consumption is not required to hold a seller's permit for the processing and sale of food products. Sales of used lug boxes, obsolete or used machinery, food handling and similar items are of a character that three or more sales of sufficient scope will require the processor to hold a seller's permit for this selling activity.

(5) EXAMPLES APPLYING THE ABOVE PRINCIPLES.

(A) Service enterprises which make some incidental sales.

1. Operators of service enterprises such as hospitals, hotels, theaters, schools, laundromats, car washes, transportation companies, and trucking companies may make some sales incidental to their primary service business. A hospital may operate a pharmacy and cafeteria as an adjunct to the hospital. A hotel may operate a restaurant and a bar. A theater may sell popcorn to patrons. A school may operate a cafeteria and bookstore. A laundromat may sell soap to its customers.

If any of these businesses were sold, tax would apply only to the gross receipts from the tangible personal property held or used in the selling activity.

2. If, in any 12 month period, the operator of the service enterprise makes more than two sales in substantial amounts of tangible personal property used in the service enterprise, the first two sales are exempt occasional sales, but the operator is required to hold a permit for the third and subsequent sales during any 12-month period. The gross receipts from the third and subsequent sales during any such 12-month period are subject to tax, unless otherwise exempt. For example, the only sales that a service enterprise made were the following sales (each of which was "substantial" for purposes of this regulation) of tangible personal property used in the service enterprise:

a. February 23, 1996	Occasional sale
b. August 16, 1996	Occasional sale
c. January 8, 1997	Not occasional sale
d. February 8, 1997	Not occasional sale
e. January 27, 1998	Occasional sale
f. February 3, 1998	Not occasional sale
g. August 11, 1999	Occasional sale
h. December 12, 1999	Occasional sale
i. September 8, 2000	Occasional sale
j. December 9, 2000	Not occasional sale

Sales a. and b. are occasional sales since they were the first two sales made by the service enterprise.

Sales c. and d. are not occasional sales since they were the third and fourth sales in the series of sales commencing on February 23, 1996, which was less than 12 months prior to these sales.

Sale e. is an occasional sale since it was only the second sale in the series of sales commencing within the prior 12 months, on February 8, 1997. The January 8, 1997 sale is not relevant since it occurred more than 12 months prior to sale e.

Sale f. is not an occasional sale since it was the third sale in the series of sales commencing on February 8, 1997, which was less than 12 months prior to this sale.

Sale g. is an occasional sale since the service enterprise made no other sales in the prior 12 months.

Sale h. is an occasional sale since it was only the second sale in the series of sales commencing within the prior 12 months, on August 11, 1999.

Sale i. is an occasional sale since it was only the second sale in the series of sales commencing within the prior 12 months, on December 12, 1999.

Sale j. is not an occasional sale since it was the third sale in the series of sales commencing within the prior 12 months, on December 12, 1999.

(B) Other businesses.

1. Tax applies to the sales of assets of a business which is not essentially a service enterprise. Examples of this are sales of grocery stores and liquor stores making both exempt sales of food products for human consumption and taxable sales of other tangible personal property, service stations which sell gasoline, oil and similar items and which also perform automotive repairs and lubrication services, and computer stores which also provide training in the use of computers and repairs for computer products.
2. Where a service enterprise and a sales business are operated together so as to constitute one business, tax will apply to the sale of the assets of the business. For example, if a car wash and gasoline station are operated at the same premises and the car wash is available only to persons who buy gasoline or if the price of the car wash is reduced if gasoline is purchased, tax applies to the sale of the car wash.
3. A person purchases a hardware store with the intent of selling tangible personal property. The person must hold a seller's permit regardless of the number of sales of tangible personal property actually made. For example, if the person makes only two sales, a sale of a hammer and a sale of the business, neither sale is an occasional sale.
4. A person intends to create and sell custom furniture. The person must hold a seller's permit for all his or her sales of furniture. This is true even if, because of the time necessary to create each piece of furniture and the profit resulting from each sale, the person averages one sale of furniture per year.

(6) TRANSFER OF SHARES IN A CORPORATION. The sale of stock of a corporation is not a sale of tangible personal property and is not subject to sales tax. A stock purchase is not a purchase of tangible personal property and is not subject to sales or use tax notwithstanding the fact that the stock purchase may be treated as an asset acquisition for federal income tax purposes pursuant to Internal Revenue Code Section 338.

(b) SALE OR REORGANIZATION OF ALL OR PART OF A BUSINESS.

(1) GENERAL. In general, when a person sells a business which is required to hold a seller's permit, tax applies to the gross receipts from the retail sale of tangible personal property held or used by that business in the course of its activities requiring the holding of the seller's permit. The gross receipts from the sale of the business include all consideration received by the transferor, including cash, notes, and any other property as well as any indebtedness assumed by the transferee. It is irrelevant that the indebtedness assumed may have arisen solely in connection with the transferor's acquisition of the tangible personal property transferred, the other property transferred, or some combination thereof. That is, the transferor is selling a business, and all consideration received is for that business. The measure of tax is the price agreed to by the parties. In the absence of an agreement as to the price of the tangible personal property, the gross receipts from that sale is allocated among the taxable portion and the nontaxable portion by dividing the selling price of the tangible personal property acquired by the purchaser for use rather than resale by the selling price of the entire business sold, and then multiplying that amount by the total gross receipts (i.e., all consideration) received for the business. Book value will be regarded as establishing the price of properties sold. (See Regulation 1610 for special rules applicable to sales of vehicles, vessels, and aircraft.)

(2) TRANSFERS OF SUBSTANTIALLY ALL PROPERTY WITHOUT SUBSTANTIAL CHANGE IN OWNERSHIP. Tax does not apply to a transfer of all or substantially all the property held or used by a person in the course of activities for which the person is required to hold a seller's permit or permits or would be required to hold a seller's permit or permits if the activities were conducted in this state, provided that after the transfer the real or ultimate ownership of the property is substantially similar to that which existed before such transfer. "Substantially all the property" means 80 percent or more of all the tangible personal property held or used by the person in the course of activities requiring the holding of a seller's permit, including tangible personal property located outside of this state. If a person engages in two or more separate selling activities, for each of which the person is required to hold a seller's permit or would be required to hold a seller's permit if the activity were conducted in this state, a transfer of 80 percent or more of the tangible personal property held or used in the combined activities must be made in order to qualify for the exemption described in this paragraph. If a person simultaneously transfers all or substantially all of its assets to more than one entity, the transfer will qualify for the exemption if the ownership remains substantially similar. Stockholders, bondholders, partners, or other persons holding an ownership interest rather than a security interest in the corporation or other entity are regarded as having the real or ultimate ownership of the property of the corporation or other entity.

The real or ultimate ownership is "substantially similar" to that which existed before a transfer if 80 percent or more of that ownership of the tangible personal property is unchanged after the transfer. In the following example, the ownership is "substantially similar" to that which existed before the transfer:

In the following example, the ownership is "substantially similar" to that which existed before the transfer

Stockholders	Interests in Transferor Corporation	Interests in Transferee Corporation	Interests Common Before and After Transfer
A	40%	33 1/3%	33 1/3%
B	40%	33 1/3%	33 1/3%
C	20%	33 1/3%	20%
	100%	100%	86 2/3%

(3) STATUTORY MERGER. A transfer pursuant to a statutory merger is not a sale but is instead a transfer by operation of law. Thus, tax does not apply to a transfer of property of a constituent corporation to a surviving corporation or new corporation pursuant to a statutory merger under Sections 6010-6022, 1100-1305, or 15678.1-15678.9 of the California Corporations Code or similar laws of

this state or other states. The surviving corporation stands in the place of each constituent corporation (including the disappearing corporation(s)). As a result, if property acquired by the surviving corporation in the merger had been purchased and held by the constituent corporation for resale, then the surviving corporation must report and pay use tax on the constituent corporation's purchase price if it makes any use of such resale property, just as the constituent corporation would have owed such tax if it had used the property. Similarly, if the constituent corporation had avoided paying tax measured by the purchase price of mobile transportation equipment by making a timely election to report tax on the fair rental value, the surviving corporation must continue to report tax measured by the fair rental value on its leases of the mobile transportation equipment; if the surviving corporation makes any use of that mobile transportation equipment other than leasing it to another person, the surviving corporation must report tax on the purchase price paid by the constituent corporation.

(4) CONTRIBUTION TO COMMENCING CORPORATION, LIMITED LIABILITY COMPANY, PARTNERSHIP, OR JOINT VENTURE. The transfer of tangible personal property to a commencing corporation, commencing limited liability company, commencing partnership, or commencing joint venture in exchange solely for first issue stock of the commencing corporation or an interest in the commencing limited liability company, partnership, or joint venture is not a sale since the interest received by the transferor is not regarded as having measurable value at the time of the transfer. The transferor is the consumer of such property. However, such a transfer is a sale if the transferor receives any consideration, such as cash, notes, or an assumption of indebtedness (whether or not the transferor retains any joint liability with respect to the indebtedness assumed by the transferee), and tax applies to that sale unless it otherwise qualifies for exemption. For purposes of determining the measure of tax from the sale, it is irrelevant that any of the transferor's indebtedness assumed by the transferee may have arisen solely in connection with the transferor's acquisition of the tangible personal property transferred, the other property transferred, or some combination thereof. The gross receipts from that sale is allocated among the taxable portion and the nontaxable portion by dividing the selling price of the tangible personal property transferred to the purchaser for use rather than for resale by the selling price of all property transferred and then multiplying that amount by the total gross receipts (i.e., all consideration) received by the transferor.

When the transferor is a consumer under the previous paragraph, no tax applies with respect to the transfer provided the transferor's use of the property in California would not otherwise be subject to tax. For example, in the case of property purchased by the transferor for resale without payment of the tax, the transferor is the consumer of such property which the transferee will not sell. Since the transferor's use of such resale inventory is subject to tax, the transferor owes tax measured by its purchase price. However, no tax applies with respect to the transfer of such resale inventory provided the transferee will sell such property without any use other than retention, demonstration, and display while holding the property for sale. If the transferee thereafter makes any other use of such property, it must report use tax measured by the transferor's purchase price.

(5) DISSOLUTION OF CORPORATION. A distribution of assets, including tangible personal property, by a corporation upon its dissolution to its stockholders in accordance with their ownership interests is a liquidating dividend and is not a sale when no consideration is received by the corporation other than the stockholders' return of stock certificates for purposes of cancellation. The corporation is the consumer of such property and no tax applies with respect to the transfer provided the corporation's use of the property in California would not otherwise be subject to tax. If consideration is given or received for the transfer, such as an assumption of liabilities by the stockholders, tax applies measured by that consideration.

(6) DISSOLUTION OF LIMITED LIABILITY COMPANY. A distribution of assets, including tangible personal property, by a limited liability company upon its dissolution to its members (i.e., persons holding membership interests and persons holding economic interests) in accordance with their ownership interests is a liquidating dividend and is not a sale when no consideration is received by the limited liability company other than cancellation of the members' interests. The limited liability company is the consumer of such property and no tax applies with respect to the transfer provided the limited liability company's use of the property in California would not otherwise be subject to tax. If consideration is given or received for the transfer, such as an assumption of liabilities by the members, tax applies measured by that consideration.

(7) DISSOLUTION OF PARTNERSHIP. A partnership is a person for sales and use tax purposes. (Revenue and Taxation Code Section 6005.) However, a partnership is defined for general law purposes as an association of two or more persons to carry on as co-owners a business for profit. (Corporations Code Section 15006.) Dissolution of a partnership is caused by withdrawal of a partner or admission of a new partner, unless otherwise provided in an agreement in writing signed by all the partners, including any such withdrawing partner or any such newly admitted partner before such withdrawal or admission. (Corporations Code Section 15031(7).)

Under Corporations Code Section 15026, a partner's interest in the partnership is the partner's share of the profits and surplus, and is personal property. Under Corporations Code Section 15027(1), a conveyance by a partner of that partner's interest in the partnership does not in itself dissolve the partnership, nor, as against the other partners in the absence of agreement, entitle the assignee, during the continuance of the partnership, to interfere in the management or administration of the partnership business or affairs, or to require any information or account of partnership transactions, or to inspect the partnership books; but it merely entitles the assignee to receive in accordance with the partnership contract the profits to which the assigning partner would otherwise be entitled. The assignment of a partnership interest in this technical sense is not a sale of tangible personal property and is not subject to tax.

In common usage, however, the term "partnership interest" refers to all of the rights of a partner including (1) the person's rights in specific partnership property, (2) the person's interest (in the technical sense) in the partnership, and (3) the person's right to participate in the management. In a typical commercial transaction when a partner "sells the person's interest in a partnership" to another, it is intended that the person "selling the interest" will withdraw from the partnership and the person "purchasing the interest" will be admitted to the partnership. The legal effect of this transaction is to dissolve the first partnership and to create a new partnership, in the absence of a provision in the agreement providing for continued life of the partnership. The effect for sales and use tax purposes is that there is a dissolution of the partnership, a distribution of the assets on a pro rata basis, and a sale by the withdrawing partner of the person's ownership interest in the tangible personal property distributed to that person. Except as provided in subdivision (c), this sale of tangible personal property will qualify as an occasional sale under Revenue and Taxation Code Section 6006.5 and will be nontaxable under Section 6367, unless the withdrawing partner holds a seller's permit or the sale of tangible personal property is one of a series of sales sufficient in number, scope, and character to require the holding of a seller's permit.

A distribution of assets, including tangible personal property, by a partnership upon its dissolution to the partners in accordance with their ownership interests in the partnership is a liquidating dividend and is not a sale when no consideration is received by the partnership other than cancellation of the partners' interests. The partnership is the consumer of such property and no tax applies

with respect to the transfer provided the partnership's use of the property in California would not otherwise be subject to tax. If consideration is given or received for the transfer, such as an assumption of liabilities by the partners, tax applies measured by that consideration.

Where a partnership distributes some of its assets in the form of a partial liquidation of the business, the transfer will be regarded as a liquidating dividend, subject to the rules set forth in the previous paragraph, if an entire segment of the business of the partnership is being liquidated. For example, a partnership operates a lumberyard and an automobile repair and parts business. If the partnership ceases operation of the lumberyard and distributes its assets to the partners in accordance with their interest in the partnership and the partnership receives no consideration from the partners such as an assumption of liabilities, the transfer is a liquidating dividend subject to the rules set forth in the previous paragraph. If, however, the partnership ceases operating the repair portion of the automobile repair and parts business and distributes the assets of that portion of the business, it is not liquidating an entire segment of its business and the transfer does not qualify as a nontaxable liquidating dividend.

(8) DISSOLUTION OF JOINT VENTURE. For purposes of this paragraph, a joint venture is an undertaking by two or more persons jointly to carry out a single enterprise for profit. The rules applicable to a partnership's liquidating dividends apply to a joint venture's liquidating dividends. The distribution of assets by a joint venture will be regarded as a liquidating dividend, subject to the rules set forth for partnerships, provided at least 80 percent of the purpose of the joint venture has been completed at the time of the distribution. The distribution of the assets of a joint venture prior to 80 percent completion of the purpose of the joint venture cannot qualify as a liquidating dividend and is a sale transaction subject to tax.

(9) SALE FOLLOWING LIQUIDATION. Except as provided in subdivision (c), the transferee's sale of assets acquired in a transfer qualifying as a liquidating dividend, as discussed in this regulation, would be an exempt occasional sale if the property is not sold as part of an activity requiring the holding of a seller's permit and is not one of a series of sales requiring the holding of a seller's permit.

(c) VEHICLES, MOBILEHOMES, COMMERCIAL COACHES, VESSELS, AND AIRCRAFT. There is no occasional sale exemption for the sale or use of vehicles required to be registered with the Department of Motor Vehicles, or off-highway vehicles subject to identification under Division 16.5 of the Vehicle Code, mobilehomes and commercial coaches required to be registered with the Department of Housing and Community Development, vessels, or aircraft, as defined by the law and in Regulation 1610 (18 CCR 1610) or in Regulation 1610.2 (18 CCR 1610.2), except when such property is included in a transfer of all or substantially all the property held or used in the course of business activities of the person selling the property and the real or ultimate ownership of the property is substantially similar to that which existed before such transfer. The rules set forth in subdivision (b)(2) of this regulation are applicable in determining under this paragraph whether a transfer is of substantially all the property and whether the ownership is substantially similar.

(d) MANUFACTURERS AND WHOLESALERS. A manufacturer, wholesaler, or other person in the business of making sales for resale of tangible personal property of a kind the retail sale of which is taxable whether or not the property is ever sold at retail or is suitable for sale at retail, is liable for tax measured by receipts from any of the person's retail sales of tangible personal property.

(e) PRODUCERS OF HAY. A producer of hay is required to hold a seller's permit by reason of the producer's sales of hay, regardless of whether the hay is sold for resale or at retail, and regardless of whether the hay sold at retail constitutes feed for any form of animal life of a kind the products of which ordinarily constitute food for human consumption, unless, operative April 1, 1996, the producer is a grower who produces hay for sale only to beef cattle feedlots or dairies or is a grower who sells exclusively through a farmer-owned cooperative.

However, an occasional sale includes a sale of property by a producer of hay, other than hay, provided that the sale is not one of a series of sales sufficient in number, scope, or character to constitute an activity for which the producer would be required to hold a seller's permit if the producer were not also selling hay.

The producer's sale of tangible personal property held or used in the course of an activity of producing the hay (such as farm equipment and machinery) is an occasional sale, provided all of the following conditions apply:

(1) The sale is not one of three or more sales of tangible personal property (other than hay) for substantial amounts in any period of 12 months.

(2) The sale is not one of a substantial number of sales of tangible personal property (other than hay) for relatively small amounts in any period of 12 months.

(3) The tangible personal property was not also held or used in the course of an activity (other than the production of hay) for which a seller's permit is required, or would be required if the activity were conducted in this state.

History: Effective June 19, 1947.

Amended July 23, 1949.

Amended August 2, 1965, applicable on and after August 1, 1965.

Amended September 12, 1968.

Amended and renumbered November 3, 1969, effective December 5, 1969.

Amended May 10, 1972, effective June 18, 1972.

Amended April 22, 1975, effective May 29, 1975. Unitary business concept added to determine if an otherwise exempt business activity is part of a business requiring a seller's permit and added explanation that separate selling activities by the same person must be considered together when applying the 80 percent rule for tax free transfers of retail businesses.

Amended May 23, 1979, effective July 13, 1979. In (3) (K) excluded nominal sales; defined nominal. In (b) (3) deleted "or consolidation" and changed Corporations Code section number.

Amended February 3, 1983, effective July 7, 1983. In subdivision (c), added "MOBILEHOMES, COMMERCIAL COACHES," to the title and added references to mobilehomes and commercial coaches in the text.

Amended February 22, 1985, effective March 24, 1985. Revised subdivision (a); deleted former subdivision (a)(3); added new (a)(2); renumbered former (a)(2) to (a)(3); added new (a)(4) and (5); deleted "he" in (b)(2) and substituted "the person"; added reference to Regulation 1610.2 to (c); deleted former (d); revised and relettered former (e) to (d).

Amended June 11, 1986, effective August 20, 1986. In subdivision (a), added a reference to subdivision (e) which explains the special rules applicable to sales of tangible personal property by producers of hay. In subdivision (b)(1), added a reference to Regulation 1610 for special rules regarding sales of vehicles. Added subdivision (e), which interprets and explains the occasional sales rules applicable to producers of hay.

Amended November 20, 1996, effective March 6, 1997. Amended subdivision (a)(1) & (2) to designate the types of sales to be counted and to include leases. Added phrase "unless ... permit" to the third and fifth sentences. Designated the one sentence of subdivision (a)(4)(A) as new Subdivision (a)(4)(A)1. and added "by a person ... activity." Added new subdivision (a)(4)(A)2. Added phrase "none ... sale" to the second sentence of subdivision (a)(5)(A)2; made second sentence part of the first and added and deleted language to clarify that tax applied unless otherwise exempt; added sentence "For ... taxable."; added language to, and deleted language from, fourth sentence to clarify that sales or use tax applied to qualifying sales; and deleted fifth sentence. Added to second sentence of subdivision (a)(5)(B)1. phrases "making both exempt sales of food products for human consumption and taxable sales of other tangible personal property" and "and computer stores ... computer products" and deleted phrases "selling ... items," and "pharmacies ... sundries." Added subdivision (a)(6). Amended subdivision (b)(1) by deleting most of old section and adding new language. Added to subdivision (b)(2) phrases "by the person" and "requiring the holding of a seller's permit" and "If a ... similar." Added new language "A transfer ... Thus," cross references to the Corporations Code Section 6010-6022 and 15678.1-15678.9, and "The surviving ... constituent corporation." to subdivision (b)(3). Rewrote former sole paragraph of subdivision (b)(4) as first paragraph and added second paragraph. Added new subdivisions (b)(5)-(9). Added cross references to Regulation 1610 and 1610.2 and new sentence "The rule ... similar;" to subdivision (c). Added new last phrase to subdivision (e) (First Paragraph) regarding permits for hay growers.

Amended November 1, 2000, effective February 4, 2001. Subdivision (a)(4)—amended by re-writing the first sentence for clarity and adding a new sentence. Subdivision (a)(5)(A)2.—phrase "none of the sales qualify as an occasional sale" and "the first two sale ... period" added in the first sentence; phrase "the third and subsequent sales during any such 12-month period" added in second sentence; deleted "For example ... used in this state." Remainder of subdivision added. Subdivisions (a)(5)(B)3. and (a)(5)(B)4. added.

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ORDINANCE NO. 0001-2021

AN ORDINANCE OF THE CITY OF MCFARLAND REGARDING CITY MANAGER AND AMENDING TITLE 2, CHAPTER 2.16 OF THE MCFARLAND MUNICIPAL CODE TO REPEAL SECTIONS 2.16.120, 2.16.130, 2.16.140, 2.16.150, 2.16.160 2.16.160, 2.16.170, 2.16.180, 2.16.190, 2.16.200, 2.16.210, 2.16.220, 2.16.230, 2.16.240, 2.16.250, and 2.16.260, AND AMEND SECTIONS 2.16.010, 2.16.020, 2.16.020, 2.16.030, 2.16.040, 2.16.050, 2.16.060, 2.16.070, 2.16.080, 2.16.090, 2.16.100, AND 2.16.110 AS PART OF A NEW TITLE 2, CHAPTER 2.16 OF THE MCFARLAND MUNICIPAL CODE

Section 1. Recitals.

WHEREAS, The City of McFarland (“City”) desires to amend, clarify and codify its Municipal Code Chapter related to the City Manager’s authority, compensation, classification, rights and duties, and eligibility for such office;

WHEREAS, The Ordinance Amendment updates the Municipal Code to codify, the City Manager’s authority, compensation, classification, rights, duties, obligations, and eligibility;

WHEREAS, Adoption of this Ordinance will provide uniform and comprehensive regulations and standards related to Chapter 2.16 and 2.20 of the McFarland Municipal Code.

WHEREAS, Adoption of this Ordinance is in furtherance of the City’s goals and objectives while reducing the potentially negative impacts arising from incompatible Municipal Code Chapters.

NOW THEREFORE, THE CITY COUNCIL OF THE CITY OF MCFARLAND DOES ORDAIN AS FOLLOWS:

Section 2. The following Sections of the McFarland Municipal Code are deleted in their entirety:

- 2.16.120 - Powers and duties-Budget preparation.
- 2.16.130 - Powers and duties-Purchasing officer.
- 2.16.140 - Powers and duties-Investigations.
- 2.16.150 - Powers and duties-Franchises and permits.
- 2.16.160 - Powers and duties-Public buildings.
- 2.16.170 - Powers and duties-Hours of employment.
- 2.16.180 - Additional duties.
- 2.16.190 - Internal relations-Council/administrator relations.
- 2.16.200 - Internal relations-Departmental cooperation.
- 2.16.210 - Internal relations-Attendance at commission meetings.
- 2.16.220 - Removal.
- 2.16.230 - Removal-Hearing.
- 2.16.240 - Removal—Suspension pending hearing.
- 2.16.250 - Removal—Council discretion.
- 2.16.260 - Removal—Limitation on removal.

Section 3. Section 2.16.010 of the McFarland Municipal Code is hereby amended to read as follows:

2.16.010 – Office created.

The office of city manager is created and established. The city manager shall be appointed by the city council solely on the basis of their executive and administrative qualifications. They shall hold office as an at-will employee, at the pleasure of the city council, and shall receive such compensation as the council may provide. This office shall not be subject to the rules or regulations included in this city personnel ordinance or employee handbook. The city council and city manager may enter into an employment agreement to govern the terms of employment. Such employment agreement shall supersede any contrary provisions contained in this chapter.

Section 4. Section 2.16.020 of the McFarland Municipal Code is hereby amended to read as follows:

Section 2.16.020 – Administrative head.

The city manager shall be the administrative head of the city government under the direction and control of the city council, except as otherwise provided in this chapter. The city manager shall have authority over all other city department heads and employees, except the city attorney and the city finance director.

Section 5. Section 2.16.030 of the McFarland Municipal Code is hereby amended to read as follows:

Section 2.16.030 – Eligibility.

No member of the city council shall be eligible for appointment as city manager until one year has elapsed since the individual was a member of the city council.

Section 6. Section 2.16.040 of the McFarland Municipal Code is hereby amended to read as follows:

2.16.040 – Designation of administrator pro tempore/acting city manager.

The city manager shall designate a qualified city employee as an administrator pro tempore, by filing a written notice with the city clerk, to exercise the powers and perform the duties of city manager during the city manager's temporary absence or disability. If the city manager fails to designate a qualified city employee as administrator pro tempore and is temporarily absent or disabled, the city council may appoint a qualified city employee as an administrator pro tempore. If the city manager's absence or disability extends longer than a two-month period renders them unable to perform their job, the city council shall appoint a qualified city employee as acting city manager. The city manager shall resume their position upon the conclusion of their temporary absence or disability.

Section 7. Section 2.16.050 of the McFarland Municipal Code is hereby amended to read as follows:

2.16.050 – Compensation.

The city manager shall receive such compensation as determined by the city council.

Section 8. Section 2.16.060 of the McFarland Municipal Code is hereby amended to read as follows:

2.16.060 – Officers' duty to assist.

It shall be the duty of all subordinate officers, the elected officers, and the city finance director city finance director to assist the city manager in administering the affairs of the city efficiently, economically, and harmoniously.

Section 9. Section 2.16.070 of the McFarland Municipal Code is hereby amended to read as follows:

2.16.070 – Relations with city council.

The city council and its members shall deal with the administrative services of the city only through the city manager. The city manager shall take their orders and instructions from the city council as a body, and no individual councilmember shall give any orders or instructions to the city manager or their subordinates. When a decision has been made by the city council as a body, it shall be final and conclusive.

- A. The city manager shall attend all meetings of the city council unless excused by the mayor or the city council.
- B. The city manager may take part in council discussions, but may not vote. They shall have the power to appear and address the council or any of its boards or commissions at any meeting.

- C. The city manager shall recommend to the city council such measures and ordinances for adoption as the city manager deems necessary. The city manager shall keep the city council fully advised at all times as to the financial condition and needs of the city, and shall make such reports as may be requested by the city council. The city manager may delegate such duties at their discretion and promptly notify the city council of these decisions.
- D. The city manager may not create any new employment classifications without prior agreement from the city council.

Section 10. Section 2.16.080 of the McFarland Municipal Code is hereby amended to read as follows:

2.16.080 – Participation with commissions.

The city manager may be directed by the city council to attend meetings of the planning commission, and other commissions, boards, and committees created by the city council. The city manager shall cooperate with the members of all commissions, boards, or committees created by the city council.

Section 11. Section 2.16.090 of the McFarland Municipal Code is hereby amended to read as follows:

2.16.090 – Duties and powers.

The city manager shall be responsible for the efficient administration of all the affairs of the city which are under their control. The city manager has the authority to control, order, and give directions to all employees of the city, except the city attorney and the city finance director.

The city manager shall have the authority to properly perform any duty assigned to them by the city council or by other process of law. In addition to their general authority as administrative head, the city manager's duties and powers include, but are not limited to:

- A. Enforcement of laws. The city manager shall enforce all laws of the state which pertain to the city and all laws and ordinances of the city. The city manager is also responsible for faithfully observing all franchises, contracts, permits, and privileges granted by the city. The city manager shall have the power to prescribe such rules and regulations as they shall deem necessary for the conduct of administrative agencies subject to their authority.
- B. Employee appointment, dismissal, etc. The city manager shall appoint and promote, discipline, suspend, or dismiss any city employees, including department heads, except the city attorney and city finance director, and in compliance with this chapter and with the City's Employee Handbook. The city manager shall have the power to set aside any action taken by a department head and may supersede them in the functions of their position as department head, except as to acts and functions solely within the role of the city attorney or city finance director.
- C. Delegation. The city manager shall have the power to direct any department, division, or bureau or perform the work for any other department, division, or bureau.
- D. Personnel system. The city manager shall enforce the personnel system for employees of the city, except the city attorney and city finance director, and shall include the rules governing the personnel system in the employee handbook.
- E. Administrative reorganization. The city manager shall recommend to the city council any reorganization of city offices, positions, or departments under the city manager's direction that will promote the efficient administration of the city's business. The city manager shall have the power to designate committees and the officers thereof as necessary for the proper consideration of administrative problems.
- F. Investigation. The city manager shall investigate all complaints related to matters concerning the administration of the city government or services of public utilities in the city.

- G. Designation of administrator pro tempore. The city manager shall designate a qualified city employee to serve as administrator pro tempore during any temporary absence or disability of the city manager.
- H. Purchases and expenditures. The city manager shall be the purchasing officer for the city. The city manager shall verify that expenditures are submitted or recommended to the city council only after approval by the city manager or their authorized representative. The city manager or their authorized representative shall be responsible for the purchase of all supplies for all the departments or divisions of the city.
- I. Public properties. The city manager shall supervise all public properties, buildings, and parks that are under the jurisdiction of the city council.
- J. Annual Report. The city manager shall prepare and present to the city council an annual report of the city's affairs, including a summary of reports of department heads and all other reports the city council requests.
- K. Annual Budget and salary report. The city manager shall prepare and submit to the council an annual budget and salary report for each ensuing fiscal year by May 1, based upon estimates of the financial needs and resources of the city.
- L. General services. The city manager shall provide for the proper administration and management of all other city affairs which are not otherwise reserved to the mayor and/or city council. The city manager shall perform all other duties as may be delegated to them by ordinance, resolution, or other action of the city council.

Section 12. Section 2.16.100 of the McFarland Municipal Code is hereby amended to read as follows:

2.16.100 – Removal.

Unless contradicted by a valid employment agreement, the status of the city manager is that of an at-will employee who serves at the discretion of the city council. Subject to Section 2.16.130, the city manager may be removed from office by a majority vote of the city council with or without cause for said removal.

Section 13. Section 2.16.110 of the McFarland Municipal Code is hereby amended to read as follows:

2.16.110 – Limitation on removal.

Notwithstanding the provisions of Section 2.16.100, the city manager shall not be removed from office, other than for misconduct in office, during a period of 90 days after any general municipal election held in the city during which a member of the city council is elected, or after a new city councilmember is appointed. After the expiration of this 90-day period, the provisions of Section 2.16.100 as to the removal of the city manager shall apply and be effective.

Section 14. The Amended Chapter 2.16 of the McFarland Municipal Code is set forth in Exhibit "A" to this Ordinance and incorporated herein by reference.

Section 15. NOTICE. The City clerk shall certify to the passage and adoption of this Ordinance and shall cause this Ordinance to be posted within 15 days after its passage, in accordance with Section 36933 of the Government Code.

Section 16. Severability. If any section, subsection, sentence, clause, phrase, or word of this Ordinance is, for any reason, deemed or held to be invalid or unconstitutional by the decision of any court of competent jurisdiction, or preempted by legislative enactment, such decision or legislation shall not affect the validity of the remaining portions of this Ordinance. The City Council of the City of McFarland hereby declares that it would have adopted this Ordinance and each section, subsection, sentence, clause, phrase, or word thereof, regardless of the fact that any one or more sections, subsections, clauses, phrases, or word might subsequently be declared invalid or unconstitutional or preempted by subsequent legislation.

Section 17. Effective Date. This Ordinance shall take effect thirty days after its adoption pursuant to California Government Code section 36937.

Section 18. Certification; Publication. The City Clerk shall certify to the passage and adoption of this Ordinance and shall cause the same to be published or posted according to law.

INTRODUCED, PASSED AND ADOPTED at a regular meeting of the City Council of the City of McFarland, California on the __th day of April, 2021, by the following vote:

	Aye	Nae	Abstain	Absent
Sally Gonzalez				
Maria T. Perez				
Eric Rodriguez				
Saul Ayon				
Ricardo Cano				

Sally Gonzalez, Mayor

I hereby certify that the foregoing Ordinance was duly and regularly adopted by the City Council of the City of McFarland by a regular meeting thereof held on _____, 201__.

ATTEST:

Francisca Alvarado, City Clerk

APPROVED AS TO FORM:

Nathan M. Hodges, City Attorney

EXHIBIT A
CHAPTER 2.16 – CITY MANAGER

2.16.010 – Office created.

The office of city manager is created and established. The city manager shall be appointed by the city council solely on the basis of their executive and administrative qualifications. They shall hold office as an at-will employee, at the pleasure of the city council, and shall receive such compensation as the council may provide. This office shall not be subject to the rules or regulations included in this city personnel ordinance or employee handbook. The city council and city manager may enter into an employment agreement to govern the terms of employment. Such employment agreement shall supersede any contrary provisions contained in this chapter.

2.16.020 – Administrative head.

The city manager shall be the administrative head of the city government under the direction and control of the city council, except as otherwise provided in this chapter. The city manager shall have authority over all other city department heads and employees, except the city attorney and the city finance director.

2.16.030 – Eligibility.

No member of the city council shall be eligible for appointment as city manager until one year has elapsed since the individual was a member of the city council.

2.16.040 – Designation of administrator pro tempore/acting city manager.

The city manager shall designate a qualified city employee as an administrator pro tempore, by filing a written notice with the city clerk, to exercise the powers and perform the duties of city manager during the city manager's temporary absence or disability. If the city manager fails to designate a qualified city employee as administrator pro tempore and is temporarily absent or disabled, the city council may appoint a qualified city employee as an administrator pro tempore. If the city manager's absence or disability ~~extends longer than a two-month period~~ renders them unable to perform their job, the city council shall appoint a qualified city employee as acting city manager. The city manager shall resume their position upon the conclusion of their temporary absence or disability.

2.16.050 – Compensation.

The city manager shall receive such compensation as determined by the city council.

2.16.060 – Officers' duty to assist.

It shall be the duty of all subordinate officers, the elected officers, and the city finance director city finance director to assist the city manager in administering the affairs of the city efficiently, economically, and harmoniously.

2.16.070 – Relations with city council.

The city council and its members shall deal with the administrative services of the city only through the city manager. The city manager shall take their orders and instructions from the city council as a body, and no individual councilmember shall give any orders or instructions to the city manager or their subordinates. When a decision has been made by the city council as a body, it shall be final and conclusive.

- A. The city manager shall attend all meetings of the city council unless excused by the mayor or the city council.
- B. The city manager may take part in council discussions, but may not vote. They shall have the power to appear and address the council or any of its boards or commissions at any meeting.
- C. The city manager shall recommend to the city council such measures and ordinances for adoption as the city manager deems necessary. The city manager shall keep the city council fully advised at all times as to the financial condition and needs of the city, and shall make such reports as may be requested by the city council. The city manager may delegate such duties at their discretion and promptly notify the city council of these decisions.
- D. The city manager may not create any new employment classifications without prior agreement from the city council.

2.16.080 – Participation with commissions.

The city manager may be directed by the city council to attend meetings of the planning commission, and other commissions, boards, and committees created by the city council. The city manager shall cooperate with the members of all commissions, boards, or committees created by the city council.

2.16.090 – Duties and powers.

The city manager shall be responsible for the efficient administration of all the affairs of the city which are under their control. The city manager has the authority to control, order, and give directions to all employees of the city, except the city attorney and the city finance director.

The city manager shall have the authority to properly perform any duty assigned to them by the city council or by other process of law. In addition to their general authority as administrative head, the city manager's duties and powers include, but are not limited to:

- A. Enforcement of laws. The city manager shall enforce all laws of the state which pertain to the city and all laws and ordinances of the city. The city manager is also responsible for faithfully observing all franchises, contracts, permits, and privileges granted by the city. The city manager shall have the power to prescribe such rules and regulations as they shall deem necessary for the conduct of administrative agencies subject to their authority.
- B. Employee appointment, dismissal, etc. The city manager shall appoint and promote, discipline, suspend, or dismiss any city employees, including department heads, except the city attorney and city finance director, and in compliance with this chapter and with the City's Employee Handbook. The city manager shall have the power to set aside any action taken by a department head and may supersede them in the functions of their position as

department head, except as to acts and functions solely within the role of the city attorney or city finance director.

- C. Delegation. The city manager shall have the power to direct any department, division, or bureau or perform the work for any other department, division, or bureau.
- D. Personnel system. The city manager shall enforce the personnel system for employees of the city, except the city attorney and city finance director, and shall include the rules governing the personnel system in the employee handbook.
- E. Administrative reorganization. The city manager shall recommend to the city council any reorganization of city offices, positions, or departments under the city manager's direction that will promote the efficient administration of the city's business. The city manager shall have the power to designate committees and the officers thereof as necessary for the proper consideration of administrative problems.
- F. Investigation. The city manager shall investigate all complaints related to matters concerning the administration of the city government or services of public utilities in the city.
- G. Designation of administrator pro tempore. The city manager shall designate a qualified city employee to serve as administrator pro tempore during any temporary absence or disability of the city manager.
- H. Purchases and expenditures. The city manager shall be the purchasing officer for the city. The city manager shall verify that expenditures are submitted or recommended to the city council only after approval by the city manager or their authorized representative. The city manager or their authorized representative shall be responsible for the purchase of all supplies for all the departments or divisions of the city.
- I. Public properties. The city manager shall supervise all public properties, buildings, and parks that are under the jurisdiction of the city council.
- J. Annual Report. The city manager shall prepare and present to the city council an annual report of the city's affairs, including a summary of reports of department heads and all other reports the city council requests.
- K. Annual Budget and salary report. The city manager shall prepare and submit to the council an annual budget and salary report for each ensuing fiscal year by May1, based upon estimates of the financial needs and resources of the city.
- L. General services. The city manager shall provide for the proper administration and management of all other city affairs which are not otherwise reserved to the mayor and/or city council. The city manager shall perform all other duties as may be delegated to them by ordinance, resolution, or other action of the city council.

2.16.100 – Removal.

Unless contradicted by a valid employment agreement, the status of the city manager is that of an at-will employee who serves at the discretion of the city council. Subject to Section 2.16.130, the city manager may be removed from office by a majority vote of the city council with or without cause for said removal.

2.16.110 – Limitation on removal.

Notwithstanding the provisions of Section 2.16.100, the city manager shall not be removed from office, other than for misconduct in office, during a period of 90 days after any general municipal election held in the city during which a member of the city council is elected, or after a new city councilmember is appointed. After the expiration of this 90-day period, the provisions of Section 2.16.100 as to the removal of the city manager shall apply and be effective.

ORDINANCE NO. 0002-2021

AN ORDINANCE OF THE CITY OF MCFARLAND REGARDING CITY PERSONNEL SYSTEM AND AMENDING TITLE 2, CHAPTER 2.20 OF THE MCFARLAND MUNICIPAL CODE TO AMEND 2.20.010, 2.20.020, 2.20.030, 2.20.040, AND 2.20.050 AS PART OF A NEW TITLE 2, CHAPTER 2.20 OF THE MCFARLAND MUNICIPAL CODE

Section 1. Recitals.

WHEREAS, The City of McFarland (“City”) desires to amend, clarify and codify its Municipal Code Chapter related to the City Personnel System;

WHEREAS, The Ordinance Amendment updates the Municipal Code to codify City Personnel System;

WHEREAS, Adoption of this Ordinance will provide uniform and comprehensive regulations and standards related to Chapter 2.20 and 2.16 of the McFarland Municipal Code.

WHEREAS, Adoption of this Ordinance is in furtherance of the City’s goals and objectives while reducing the potentially negative impacts arising from incompatible Municipal Code Chapters.

NOW THEREFORE, THE CITY COUNCIL OF THE CITY OF MCFARLAND DOES ORDAIN AS FOLLOWS:

Section 2. Section 2.20.010 of the McFarland Municipal Code is hereby amended to read as follows:

2.20.010 – Personnel system.

The city shall maintain a personnel system governing the employees of the city, except the city manager, the city attorney, and the city finance director, and the city council shall adopt rules and regulations contained in the employee handbook for the administration of the city’s personnel system.

Section 3. Section 2.20.020 of the McFarland Municipal Code is hereby amended to read as follows:

2.20.020 – Adoption of employee handbook.

The city council shall adopt an employee handbook, including updates and amendments to the employee handbook, containing rules and regulations for the administration of the city’s personnel system, including provisions regarding employee classification, applications for employment, examinations, eligibility lists, method of filling vacancies, personnel classification status, separation from the city, disciplinary actions, compensation, attendance, leaves, safety and health policies, and all other matters relating to the personnel system. The employee handbook, updates, and amendments shall be adopted by resolution of the city council.

Section 4. Section 2.20.030 of the McFarland Municipal Code is hereby amended to read as follows:

Section 2.20.030 – Personnel Officer.

The city manager shall be the city personnel officer. The city manager may delegate any of the powers and duties conferred upon them as personnel officer under this chapter to any other qualified employee of the city. The personnel officer shall:

- A. Administer all the provisions of this chapter and the city’s employee handbook;
- B. Prepare and recommend to the city council revisions and amendments to the employee handbook. Revisions and amendments to the employee handbook shall become effective upon adoption by the city council;
- C. Publish or post notices of tests for positions in the competitive service, receive the applications therefor, conduct and grade tests, certify a list of all persons eligible for appointment to the appropriate employment position.

Section 5. Section 2.20.040 of the McFarland Municipal Code is hereby amended to read as follows:

2.20.040 – Classified Service.

The provisions of this chapter and of the employee handbook shall apply to all offices, positions, and employments in the service of the city, except:

- A. The city manager;
- B. The city attorney;
- C. The city finance director; and
- D. The city engineer.

Section 6. Section 2.20.050 of the McFarland Municipal Code is hereby amended to read as follows:

2.20.050 – Appointment, promotion, demotion, dismissal, discharge, reduction in pay, and suspension.

The city manager shall have the right to appoint, promote, demote, dismiss, discharge, reduce in pay, or suspend without pay for thirty calendar days any city employee, except the city attorney and city finance director, in a manner consistent with this chapter and the employee handbook.

Section 7. The Amended Chapter 2.20 of the McFarland Municipal Code is set forth in Exhibit “A” to this Ordinance and incorporated herein by reference.

Section 8. NOTICE. The City clerk shall certify to the passage and adoption of this Ordinance and shall cause this Ordinance to be posted within 15 days after its passage, in accordance with Section 36933 of the Government Code.

Section 9. Severability. If any section, subsection, sentence, clause, phrase, or word of this Ordinance is, for any reason, deemed or held to be invalid or unconstitutional by the decision of any court of competent jurisdiction, or preempted by legislative enactment, such decision or legislation shall not affect the validity of the remaining portions of this Ordinance. The City Council of the City of McFarland hereby declares that it would have adopted this Ordinance and each section, subsection, sentence, clause, phrase, or word thereof, regardless of the fact that any one or more sections, subsections, clauses, phrases, or word might subsequently be declared invalid or unconstitutional or preempted by subsequent legislation.

Section 10. Effective Date. This Ordinance shall take effect thirty days after its adoption pursuant to California Government Code section 36937.

Section 11. Certification; Publication. The City Clerk shall certify to the passage and adoption of this Ordinance and shall cause the same to be published or posted according to law.

INTRODUCED, PASSED AND ADOPTED at a regular meeting of the City Council of the City of McFarland, California on the __th day of April, 2021, by the following vote:

	Aye	Nae	Abstain	Absent
Sally Gonzalez				
Maria T. Perez				
Eric Rodriguez				
Saul Ayon				
Ricardo Cano				

Sally Gonzalez, Mayor

I hereby certify that the foregoing Ordinance was duly and regularly adopted by the City Council of the City of McFarland by a regular meeting thereof held on _____, 201__.

ATTEST:

Francisca Alvarado, City Clerk

APPROVED AS TO FORM:

Nathan M. Hodges, City Attorney

EXHIBIT A
CHAPTER 2.20- CITY PERSONNEL SYSTEM

2.20.010 – Personnel system.

The city shall maintain a personnel system governing the employees of the city, except the city manager, the city attorney, and the city finance director, and the city council shall adopt rules and regulations contained in the employee handbook for the administration of the city's personnel system.

2.20.020 – Adoption of employee handbook.

The city council shall adopt an employee handbook, including updates and amendments to the employee handbook, containing rules and regulations for the administration of the city's personnel system, including provisions regarding employee classification, applications for employment, examinations, eligibility lists, method of filling vacancies, personnel classification status, separation from the city, disciplinary actions, compensation, attendance, leaves, safety and health policies, and all other matters relating to the personnel system. The employee handbook, updates, and amendments shall be adopted by resolution of the city council.

2.20.030 – Personnel officer.

The city manager shall be the city personnel officer. The city manager may delegate any of the powers and duties conferred upon them as personnel officer under this chapter to any other qualified employee of the city. The personnel officer shall:

- A. Administer all the provisions of this chapter and the city's employee handbook;
- B. Prepare and recommend to the city council revisions and amendments to the employee handbook. Revisions and amendments to the employee handbook shall become effective upon adoption by the city council;
- C. Publish or post notices of tests for positions in the competitive service, receive the applications therefor, conduct and grade tests, certify a list of all persons eligible for appointment to the appropriate employment position.

2.20.040 – Classified Service.

The provisions of this chapter and of the employee handbook shall apply to all offices, positions, and employments in the service of the city, except:

- A. The city manager;
- B. The city attorney;
- C. The city finance director; and
- D. The city engineer.

2.20.050 – Appointment, promotion, demotion, dismissal, discharge, reduction in pay, and suspension.

The city manager shall have the right to appoint, promote, demote, dismiss, discharge, reduce in pay, or suspend without pay for thirty calendar days any city employee, except the city attorney and city finance director, in a manner consistent with this chapter and the employee handbook.