Call to Order
Roll Call

**ORAL COMMUNICATIONS**
This is the opportunity to address the City Council on any matter scheduled for Closed Session. Unless additional time is authorized by the Council, all commentary shall be limited to three minutes.

**CITY COUNCIL CLOSED SESSION:**
A. Closed Session Pursuant to:
   2- Government Code Section 54956.9(a) – Conference with Legal Counsel – Existing Litigation: Santoyo et al v. City of Porterville et al., Tulare County Superior Court Case No. 249462.
   3- Government Code Section 54956.9(a) – Conference with Legal Counsel – Existing Litigation: City of Porterville v. County of Tulare et al., Tulare County Superior Court No. 249043.
   4- Government Code Section 54956.9(a) – Conference with Legal Counsel – Existing Litigation: City of Dinuba et al. v. County of Tulare et al., Tulare County Superior Court Case No. 11-243161.
   5- Government Code Section 54956.9(c) – Conference with Legal Counsel – Anticipated Litigation – Initiation of Litigation: One Case.
   6- Government Code Section 54957 – Public Employee Performance Evaluation - Title: City Manager.
   7- Government Code Section 54957 - Public Employee Performance Evaluation - Title: City Attorney.

6:30 P.M. RECONVENE OPEN SESSION

**REPORT ON ANY COUNCIL ACTION TAKEN IN CLOSED SESSION**

Pledge of Allegiance Led by Mayor Gurrola
Invocation

**PRESENTATIONS**
Employee of the Month – Marshall Chairez

**AB 1234 REPORTS**
This is the time for all AB 1234 reports required pursuant to Government Code § 53232.3.

1. Consolidated Waste Management Authority (CWMA)
2. Tulare County Economic Development Corporation
3. Joint City/School Committee
4. Council of Cities
REPORTS
This is the time for all committee/commission/board reports; subcommittee reports; and staff informational items.

I. Staff Informational Reports
   1. **Medical Marijuana Regulations and Local Regulation** – Report Concerning Status of State Law and Pending California Supreme Court Review

ORAL COMMUNICATIONS
This is the opportunity to address the Council on any matter of interest, whether on the agenda or not. Please address all items not scheduled for public hearing at this time. Unless additional time is authorized by the Council, all commentary shall be limited to three minutes.

CONSENT CALENDAR
All Consent Calendar Items are considered routine and will be enacted in one motion. There will be no separate discussion of these matters unless a request is made, in which event the item will be removed from the Consent Calendar.

1. **City Council Minutes of October 16, 2012**

2. **Authorization to Advertise for Bids – Six (6) Compressed Natural Gas (CNG) Vehicles**
   Re: Considering approval of Staff’s recommended vehicle specifications and authorizing advertisement for the purchase of one sweeper, one dump truck, and four refuse CNG vehicles.

3. **Authorization to Reject All Proposals and Re-Solicit the Porterville Municipal Airport Dry Farm Lease**
   Re: Considering authorizing the rejection of all proposals and directing the re-solicitation of the Dry Farm Lease at the Porterville Municipal Airport.

4. **Approval of Fuel Solutions, Inc. Professional Service Agreement – CNG Fueling Facility Expansion Project**
   Re: Considering approval of a Professional Services Agreement with Fuel Solutions, Inc. for the completion of plans and specifications pertaining to the CNG Fueling Facility Expansion Project

5. **Authorization to Execute a Consultant Service Agreement for the Revision of the Jaye Street/Montgomery Avenue Roundabout Plans and Specifications**
   Re: Considering approval of a Consultant Service Agreement with Omni Means at an agreed fee of $29,417 for several tasks relative to the Jaye Street/Montgomery Avenue Roundabout Project.

6. **Intent to Set a Public Hearing for Reimbursement Agreements for Concrete Improvement Construction by the City – W. North Grand Avenue Reconstruction Project – SR 65 to Railroad Tracks**
   Re: Considering approval of the scheduling of a Public Hearing for December 18, 2012, for the establishment of the concrete reimbursement fee; and authorizing notification of all affected property owners.

7. **Revised Christmas Eve Library Hours**
   Re: Considering authorizing the closing of the City at 5:30 p.m. instead of 8:00 p.m. on December 4, 2012.
8. **Amending Employee Pay & Benefit Plan – Porterville City Employees Association**  
Re: Considering approval of draft resolution amending the Employee Pay and Benefit Plan as it relates to employees holding positions represented by the Porterville City Employees Association.

9. **Review of Local Emergency Status**  
Re: Reviewing the City’s status of local emergency pursuant to Article 14, Section 8630 of the California Emergency Services Act.

_A Council Meeting Recess Will Occur at 8:30 p.m., or as Close to That Time as Possible_

**PUBLIC HEARINGS**
10. **Walgreens Pharmacy at Henderson Avenue and Prospect Street (PRC 2012-010)**  
Re: Considering approval of a General Plan Amendment, Zone Change and Conditional Use Permit to facilitate the development of a 1.79± acre site for a new 14,550± square foot Walgreens Pharmacy at the northeast corner of Henderson Avenue and Prospect Street.

**SECOND READINGS**
11. **Ordinance 1793, Approving Zone Change at Chase Avenue and Plano Street**  
Re: Second Reading of Ordinance No. 1793, An Ordinance of the City Council of the City of Porterville Approving Zone Change (PRC 2012-008-Z) from RM-3 (High Density Residential) to CG (General and Service Commercial) for that .44± Acre Site Located Generally at the Southwest Corner of Chase Avenue and Plano Street, which was given first reading on November 6, 2012, and has been printed.

**SCHEDULED MATTERS**
12. **Consideration to Amend Existing Contract with Pena’s Disposal Service**  
Re: Considering approval of an amendment to the existing contract with Pena’s Disposal Service to provide services to transport, process, recycle and/or dispose of solid waste streams collected by the City.

13. **2012 Short Range Transit Plan**  
Re: Considering adoption of the draft 2012 Short Range Transit Plan; and authorization to schedule a public hearing to address any changes to transit service levels or fares.

14. **Adoption of Development Agreement Fees**  
Re: Considering approval of a resolution setting forth a fee of $1,211.19 for a Development Agreement Application as required by Chapter 609 of the Porterville Development Ordinance.

15. **Consideration of Creating a City Banner Program to Honor Local Military Veterans**  
Re: Considering the creation of a banner program to honor and recognize local military veterans.

16. **Consideration of Eliminating the Use of City Funds to Attend Local Community Events**  
Re: Considering the elimination of the use of city funds to attend local community events.

Adjourn to a meeting of the Successor Agency to the Porterville Redevelopment Agency.

**SUCCESSOR AGENCY TO THE PORTERVILLE REDEVELOPMENT AGENCY AGENDA**  
291 N. MAIN STREET, PORTERVILLE, CA 93257
Roll Call: Agency Members/Chairman

WRITTEN COMMUNICATIONS
ORAL COMMUNICATIONS

SCHEDULED MATTERS
SA-01. Independent Accountant’s Report on Applying Agreed-Upon Procedures (All Other Funds of the Former Redevelopment Agency other than the Low and Moderate Income Housing Fund)
Re: Receipt of the Independent Auditor’s Report on Applying Agreed-Upon Procedures, and authorizing staff to transmit the Due Diligence Review and Recognized Obligation Payment Schedule to the Oversight Board, the Tulare County Administrative Officer, the Tulare County Auditor-Controller, the State Controller’s Office, and the California Department of Finance.

ORAL COMMUNICATIONS

OTHER MATTERS

CLOSED SESSION
Any Closed Session Items not completed prior to 6:30 p.m. will be considered at this time.

ADJOURNMENT - to the meeting of December 11, 2012 at 5:30 p.m. in the Community Room of the Porterville Library, 41 West Thurman Avenue.

In compliance with the Americans with Disabilities Act and the California Ralph M. Brown Act, if you need special assistance to participate in this meeting, or to be able to access this agenda and documents in the agenda packet, please contact the Office of City Clerk at (559) 782-7464. Notification 48 hours prior to the meeting will enable the City to make reasonable arrangements to ensure accessibility to this meeting and/or provision of an appropriate alternative format of the agenda and documents in the agenda packet.

Materials related to an item on this Agenda submitted to the City Council after distribution of the Agenda packet are available for public inspection during normal business hours at the Office of City Clerk, 291 North Main Street, Porterville, CA 93257, and on the City’s website at www.ci.porterville.ca.us.
MEDICAL MARIJUANA REGULATIONS AND LOCAL REGULATION –
REPORT CONCERNING STATUS OF STATE LAW AND PENDING
CALIFORNIA SUPREME COURT REVIEW

CITY ATTORNEY

Per request of the City Council at the last regular meeting, the following is a report concerning the current status of California cities’ ability to regulate various medical marijuana activities.

HISTORY AND CITY’S CURRENT REGULATIONS

California Voters approved Proposition 215, which codified into the California Health and Safety Code the “Compassionate Use Act of 1996.” The stated intent of the Proposition was to enable people in need of cannabis (marijuana) for medical purposes the ability to obtain and use it without fear of criminal prosecution under limited, specific circumstances. In 2003, the State legislature added the “Medical Marijuana Program Act” to the Health and Safety Code (“MMP”). Pursuant to federal law the use, possession, transpiration, and distribution of marijuana was, and still is, illegal. The state statutes provide, among other things, that qualified patients and their primary care givers have limited immunity from prosecution for violation of various violations of the Penal and Health and Safety Code related to marijuana. However, it was unclear at the time whether the State law allowed for “dispensaries” under the Compassionate Use Act.

In November 2007, the City Council approved regulations that 1) effectively prohibited land uses that are inconsistent with local, state, and federal law (by implication prohibiting the location of medical marijuana dispensaries), and 2) provided for regulation of such dispensaries in the event federal law changed.

The current City regulations that would apply if the federal law changes are summarized as follows: Anyone wishing to operate a dispensary shall be required to obtain a special permit. The City limits the number of permits allowed to one for every 25,000 residents. Such permits are for the duration of one year and may be renewed. Background checks and investigations are required. Once permitted, the dispensary must operate pursuant to specific requirements.
RECENT DEVELOPMENTS

In March of last year (2011), we reported to the City Council that there had been several substantial clarifications provided to the law via case law and legislative amendments to the MMP, and that this office recommended that the City review and consider changes to the City’s current regulations in light thereof. The City Council gave direction at that time to review and propose modifications in light of the new developments. Since that report, and a follow up and presentation of draft regulations in December 2011, there have been even more significant developments that have been provided and have been incorporated into the discussion below.

Since the passage of Prop. 215, subsequent case law has been less than clear concerning the interplay between the federal and state regulatory schemes. Several cases indicated that the Courts were not inclined to find a conflict between federal and state law with regard to cultivation of medical marijuana. This changed, however, with Pack v. Superior Court (City of Long Beach) (2011) 199 Cal.App.4th 1070. In October 2011, the Court of Appeals for the Second District found that the City of Long Beach’s medical marijuana ordinance, which authorized and permitted but regulated medical marijuana collective, was preempted by federal law. Although this case appeared to be initially helpful for cities that might wish to ban all collective/cooperative uses, it muddied the water concerning whether cities may institute a permit process for other uses, such as individual cultivation. Given this particular opinion’s diversion from many other previously decided cases (especially with regard to the Federal preemption issue as well as cities’ abilities to permit and regulate various activities), when the California Supreme Court granted review we believed we might finally obtain a definitive higher court opinion concerning these issues. However, the Supreme Court has since dismissed its grant of review, and the case remains de-published. Despite the current status of this case, cities will now need to be aware that federal preemption issues remain in play and that cities should be cautious about “permitting” ordinances.

New legislation was passed in 2011 that attempted to clarify the City’s ability to regulate land use associated with medical marijuana related uses, and now a couple of cases have been decided (within the last couple months) that appeared to confirm the right of the City to restrict, and even prohibit, certain medical marijuana uses such as dispensaries. The California Supreme Court has granted review of several of these cases that we brought to the Council’s attention last year. Decisions are expected concerning the following cases:

*People v. G3 Holistic, Inc. (2011)*: unpublished opinion concerning appellate court finding that total ban on dispensaries not preempted by the Compassionate Use Act/MMPA.

*City of Riverside v. Inland Empire Patient’s Health & Wellness Center, Inc. (2011)*: appellate court finding a total ban on dispensaries is not preempted by the Compassionate Use Act/MMPA.
City of Lake Forest v. Evergreen Holistic (2012): appellate court finding a total ban IS preempted by the Compassionate Use Act/MMPA, but dispensaries are only authorized at site where medical marijuana is collectively or cooperatively cultivated.

Additionally, there have been new decisions issued, some of which may also be reviewed by the Supreme Court:

County of Los Angeles v. Alternative Medicinal Cannabis Collective (July 2012) 207 Cal.App.4th 601: Total ban on dispensaries is preempted by the Compassionate Use Act/MMPA (petition for review pending)

420 Caregivers, LLC v. City of Los Angeles (July 2012) 207 Cal.App.4th 703: no preemption of local regulations concerning number/geographic distribution of collectives; no equal protection, due process or privacy violation; no preemption by state law. Petition for review is pending.

City of Palm Springs v. The Holistic Collective (May 2012): unpublished decision. Numeric and location regulations not preempted and no equal protection violation. Petition for review and publication was denied.

James v. City of Costa Mesa (9th Cir. 5/21/12): federal case finding a City’s enforcement of total bans on dispensaries did not violate the ADA, and the ADA does not protect against discrimination on the basis of marijuana use.

The State Attorney General had recently begun efforts to clarify the guideline the office adopted in 2008, but due to the number of pending legal decisions and general lack of clarity in the law, the current Attorney General has declined to amend the regulations/guidelines until the Courts and the Legislature take some pointed action to establish clear rules governing medical marijuana access. The consensus is that the law needs to be reformed and simplified to define the scope of the cultivation right, what types of products are permissible and how may medical marijuana be lawfully transported.

To add even more controversy to the matter, U.S. Attorneys in California have begun to take a much stronger stance against the commercial medical marijuana industry in the past year or so.

The City has seen a substantial increase in the cultivation and use of cannabis, purportedly for medical purposes, increased complaints related to the growing and cultivation of marijuana, and new public safety concerns and practical difficulties for local law enforcement. Consequently, the Porterville Police Department, in conjunction with the City Attorney and Community Development departments, began drafting regulations that would prohibit medical marijuana dispensaries and restrict collective or cooperative cultivation and development, and require that cultivation, for personal use only (in accordance with State law), occur within a fully enclosed,
secure area, with limitations on the size of the cultivation area. In response to specific community/Council Member concerns, staff has met with medical cannabis advocates regarding their concerns, and in particular their concerns with requiring all cultivation and other activities to occur indoors. These community members also requested that the City consider a “registration” program if it were possible to institute such a program under the law (this is currently an open question).

The City may wait for further clarification in the law before making comprehensive changes to its regulations or could consider moving forward with regulations similar to some of the other cities in the area (such as Visalia, which recently adopted regulations requiring indoor cultivation, and just this past month adopted additional regulations concerning the number of plants allowed and the size of the cultivation area). It should also noted that there is proposed State and Federal legislation pending that may ultimately affect the City’s ability to regulate these activities.

RECOMMENDATION: This report is provided for information purposes.
Call to Order at 5:30 p.m.
Roll Call: Council Member Ward, Vice Mayor McCracken, Council Member Shelton, Council Member Hamilton, Mayor Gurrola

ORAL COMMUNICATIONS
None

CITY COUNCIL CLOSED SESSION:
A. Closed Session Pursuant to:
   4- Government Code Section 54956.9(a) – Conference with Legal Counsel – Existing Litigation: City of Porterville v. County of Tulare et al., Tulare County Superior Court No. 249043.
   5- Government Code Section 54956.9(b) – Conference with Legal Counsel – Anticipated Litigation: Claim against the City by Maria Dolores Santoyo, et al.

6:30 P.M. RECONVENE OPEN SESSION

REPORT ON ANY COUNCIL ACTION TAKEN IN CLOSED SESSION
City Attorney Lew reported that the following reportable action took place:

   A3: On a motion by Council Member Ward, seconded by Council Member Hamilton, the Council rejected the claim filed by Theresa Breckenridge; referred the matter to the City’s claims adjustor; and directed the City Clerk to give the Claimant proper notice. The motion carried unanimously.

   Documentation: M.O. 01-101612
   Disposition: Claim rejected.

Pledge of Allegiance Led by Council Member Cameron Hamilton
Invocation – one individual participated.
PROCLAMATIONS
Freedom from Workplace Bullies Week – October 14-20, 2012
Friends of the Library Week – October 21-27, 2012
Make a Difference Day – October 27, 2012

PRESENTATIONS
Police Officer Badge Pinning Ceremony

AB 1234 REPORTS
This is the time for all AB 1234 reports required pursuant to Government Code § 53232.3.

1. Tulare County Association of Governments (TCAG) – October 15, 2012: Mayor Gurrola reported on: Senate Bill 375, the formation of the Regional Transportation Plan Roundtable, Measure R, and a Tulare County Bridge Maintenance Program.
2. Tule River Improvement JPA – October 11, 2012: John reported on discussions regarding Success Dam seepage and overtopping.

REPORTS
This is the time for all committee/commission/board reports; subcommittee reports; and staff informational items.

I. City Commission and Committee Meetings:
   1. Library and Literacy Commission – October 9, 2012: No verbal report.
   2. Parks & Leisure Services Commission – October 4, 2012: Commissioner Monte Moore reported on the 15th Anniversary of the Youth Center; anniversaries of various Parks employees; and announced that Porterville Youth Football would be donating a new flag pole to be located at the Sports Complex.
   3. Youth Commission – October 8, 2012: Commissioner Oscar Arroyo provided an update on the commission’s activities and reported improved participation amongst the high schools.

II. Staff Informational Items:
   1. City Attorney’s Report of Closed Session Action on September 26, 2012: City Attorney Lew reported that on the 26th of September, on a motion made by Vice Mayor McCracken, and seconded by Council Member Hamilton the Council did vote 3/0 to authorize the initiation of litigation with regard to the dispute between the City and the County of Tulare regarding the General Plan that they adopted in September. She noted the absence of Council Members Ward and Shelton.

   Mayor Gurrola took a moment to wish Council Member Hamilton a happy belated birthday.

ORAL COMMUNICATIONS
- Sheryl Anderson, 851 Jaye Street, expressed safety concerns regarding traffic in the area of her residence, and stressed a need for improvements.
Jason Underwood, spoke of the hazardous condition of the old drive-in theater lot, and expressed concerns for the safety of children and individuals.

Brad and Melanie Dunlap, Porterville residents, lauded the efforts of the Police Department following the assault of their two sons.

The Council took a short recess at 7:02 p.m.

CONSENT CALENDAR

Item Nos. 4, 7 and 9 were removed for further discussion.

1. AUTHORIZATION TO DISTRIBUTE REQUEST FOR QUALIFICATIONS (RFQ) FOR ON-CALL CONSULTING SERVICES

Recommendation: That the City Council authorize staff to distribute a Request for Qualifications for On-Call Consulting Services.

Documentation: M.O. 02-101612
Disposition: Approved.

2. AWARD OF CONTRACT – CALEMA REPAIR PROJECTS

Recommendation: That the City Council:
1. Award the CalEMA Repairs Project to Greg Bartlett Construction in the amount of $95,391.71;
2. Authorize progress payments up to 95% of the contract amount;
3. Authorize an appropriation of $20,819.23 from Storm Drain Developer Fees to fund the Master Plan Storm Drain portion of the project; and
4. Authorize a 10% contingency to cover unforeseen construction costs and $11,736 for construction management, quality control and inspection.

COUNCIL ACTION: MOVED by Council Member Ward, SECONDED by Council Member Hamilton that the City Council approve staff’s recommendation.

AYES: Ward, McCracken, Hamilton, Gurrola
NOES: None
ABSTAIN: Shelton
ABSENT: None

Documentation: M.O. 03-101612
Disposition: Approved.

3. AWARD SERVICE AGREEMENT CONTRACT FOR ELECTRONIC FAREBOX EQUIPMENT
Recommendation: That the City Council:
1. Authorize the Mayor to execute the Service Agreement with GFI Genfare for a period of three (3) years for the equipment described herein; and
2. Authorize progress payments up to 100% of the fee amount.

Documentation: M.O. 04-101612
Disposition: Approved.

5. ACCEPTANCE OF PROJECT – PREPARATION AND PAINTING OF PORTERVILLE CITY HALL BUILDING

Recommendation: That the City Council:
1. Accept the project as complete;
2. Authorize the filing of the Notice of Completion; and
3. Authorize the release of the 5% retention thirty-five (35) days after recordation, provided no stop notices have been filed.

Documentation: M.O. 05-101612
Disposition: Approved.

6. RESOLUTION APPROVING THE APPLICATION FOR CALIFORNIA STATE PARKS LAND AND WATER CONSERVATION FUND

Recommendation: That the City Council adopt the resolution approving the application for Land and Water Conservation Fund Grant-In-Aid Program, for the Sports Complex Lighting Project.

Documentation: Resolution 100-2012
Disposition: Approved.

8. ANNUAL LIBRARY FOOD FOR FINES CAMPAIGN

Recommendation: That the City Council authorize the sixth Annual Food for Fines Campaign to run October 22 through December 22, 2012.

Documentation: M.O. 06-101612
Disposition: Approved.


Recommendation: That the City Council approve the Community Civic Event Application and Agreement from the Veterans’ Homecoming Committee, subject to the Restrictions and Requirements contained in the Application, Agreement,

Recommendation: That the City Council:
1. Approve the Community Civic Event application from the Porterville Chamber of Commerce and Rotary Club subject to the Restrictions and Requirements contained in the Application, Agreement, Exhibit A and Exhibit B of the Community Civic Event Application;
2. Authorize the temporary suspension of the Fixed Route Transit System from 4:30 p.m. to 7:00 p.m. on November 29, 2012; and
3. Restrict closure of parking spaces in front of City Hall from 3:00 p.m. to 5:00 p.m., to those at the north end of City Hall along Main Street.

Documentation: M.O. 08-101612
Disposition: Approved.

12. REVIEW OF LOCAL EMERGENCY STATUS

Recommendation: That the City Council:
1. Receive the status report and review of the designated local emergency; and
2. Pursuant to the requirements of Article 14, Section 8630 of the California Emergency Services Act, determine that a need still exists to continue said local emergency designation.

Documentation: M.O. 09-101612
Disposition: Approved.

COUNCIL ACTION: MOVED by Council Member Ward, SECONDED by Council Member Hamilton that the City Council approve Item Nos. 1-3, 5, 6, 8, and 10-12. The motion carried unanimously; with the exception of Council Member Shelton’s abstention from Item No. 02.

PUBLIC HEARINGS

13. VARIANCE, CONDITIONAL USE PERMIT AND TENTATIVE SUBDIVISION MAP FOR THE DEVELOPMENT OF SIXTEEN (16) REDUCED LOT SIZE SINGLE FAMILY LOTS

Recommendation: That the City Council:
1. Adopt the draft resolution approving Variance 2011-022-V;
2. Adopt the draft resolution approving Conditional Use Permit 2011-022-C; and
3. Adopt the draft resolution approving Tentative Subdivision Map 2011-022-M.

City Manager Lollis introduced the item, and the staff report was presented by City Planner Julie Phillips.

The public hearing was opened at 7:19 p.m.

- Jim Winton, 150 W. Morton, voiced his appreciation of staff’s efforts with regard to the project.
- Jason Moyes, 444 W. Morton, representing Smee Builders, thanked staff for their work and expressed his excitement about the project.

The public hearing was closed at 7:22 p.m.

Council Member Shelton voiced his support for the proposed development, while Council Member Ward expressed concern with the lack of play area for kids. A brief discussion followed regarding open space requirements and staff noted the proximity of Summit Charter Academy.

COUNCIL ACTION: MOVED by Vice Mayor McCracken, SECONDED by Council Member Resolution 101-2012 Hamilton that the City Council adopt the draft resolution approving Resolution 102-2012 Variance 2011-022-V; adopt the draft resolution approving Conditional Resolution 103-2012 Use Permit 2011-022-C; and; and adopt the draft resolution approving Tentative Subdivision Map 2011-022-M. The motion carried unanimously.

Disposition: Approved.

14. ADOPTION OF THE SECOND AMENDMENT OF THE NONDISPOSAL FACILITY ELEMENT

Recommendation: That the City Council:
1. Conduct a public hearing to receive public input; and
2. Approve the second amendment of the Nondisposal Facility Element.

City Manager Lollis introduced the item, and the staff report was presented by Public Works Director Baldo Rodriguez.

The public hearing was opened at 7:31 p.m., and closed at 7:32 p.m. when no one came forward.
COUNCIL ACTION: MOVED by Vice Mayor McCracken, SECONDED by Council Member Hamilton that the City Council approve the second amendment of the Nondisposal Facility Element. The motion carried unanimously.

Disposition: Approved.

SECOND READING

15. ORDINANCE 1792, AMENDING CHAPTER 2, ARTICLE I, SECTION 2-1 OF THE MUNICIPAL CODE CONCERNING ADJOURNMENT TIME

Recommendation: That the City Council give Second Reading to Ordinance No. 1792, waive further reading, and adopt said Ordinance.

City Manager Lollis introduced the item and presented the staff report.

COUNCIL ACTION: MOVED by Vice Mayor McCracken, SECONDED by Council Member Hamilton that the City Council give Second Reading to Ordinance No. 1792, waive further reading, and adopt said Ordinance, being AN ORDINANCE OF THE CITY COUNCIL OF THE CITY OF PORTERVILLE AMENDING CHAPTER 2, ARTICLE I, SECTION 2-1, TIME AND PLACE OF REGULAR MEETINGS, OF THE PORTERVILLE MUNICIPAL CODE. The motion carried unanimously.

The City Manager read the ordinance by title only.

Disposition: Approved.

SCHEDULED MATTERS

16. CONSIDERATION OF REORGANIZATION OF THE PARKS AND LEISURE SERVICES DEPARTMENT

Recommendation: That the City Council adopt the draft resolution authorizing a change in the City’s Departmental Table of Organization; and amending the Position Allocation Schedule and Position Pay Plan of the City’s Employee Pay and Benefit Plan.

City Manager Lollis introduced the item and presented the staff report.

Council Member Shelton expressed concern that the Parks and Leisure Services Department was taking a disproportionate share of the hit, and Council Member Ward voiced his desire to make leisure programs more affordable for families and more efficient overall.

Council Member Hamilton noted that cost savings relative to personnel had always been part of the budget plan. Council Member Ward spoke in favor of a reduced salary range for the proposed
Leisure Services Specialist.

**COUNCIL ACTION:** MOVED by Council Member Shelton, SECONDED by Council Member Ward that the City Council reject the draft resolution authorizing a change in the City’s Departmental Table of Organization; and amending the Position Allocation Schedule and Position Pay Plan of the City’s Employee Pay and Benefit Plan.

AYES: None
NOES: Ward, Shelton, Hamilton, McCracken, Gurrola
ABSTAIN: None
ABSENT: None

**COUNCIL ACTION:** MOVED by Council Member Ward, SECONDED by Council Member Hamilton that the City Council approve the draft resolution authorizing a change in the City’s Departmental Table of Organization; and amending the Position Allocation Schedule and Position Pay Plan of the City’s Employee Pay and Benefit Plan, as amended to include a cap of $55,000 for the Leisure Services Specialist.

Disposition: Approved.

17. ENVIRONMENTAL REVIEW OF THE JAYE STREET/MONTGOMERY AVENUE ROUNDABOUT PROJECT

Recommendation: That the City Council adopt the draft resolution approving the Mitigated Negative Declaration for the Jaye Street/Montgomery Avenue Roundabout Project.

City Manager Lollis introduced the item and presented the staff report.

**COUNCIL ACTION:** RESOLUTION 106-2012 MOVED by Vice Mayor McCracken, SECONDED by Council Member Hamilton that the City Council adopt the draft resolution approving the Mitigated Negative Declaration for the Jaye Street/Montgomery Avenue Roundabout Project. The motion carried unanimously.

Disposition: Approved.

City Attorney Lew communicated a concern from staff regarding a misstatement relative to the CEQA exemption cited. They requested that Council reconsider the item for clarification and re-adoption with correct language.

14. ADOPTION OF THE SECOND AMENDMENT OF THE NONDISPOSAL FACILITY ELEMENT
Recommendation: That the City Council:
1. Conduct a public hearing to receive public input; and
2. Approve the second amendment of the Nondisposal Facility Element.

Community Development Director Dunlap clarified that there was a specific statutory exemption, which was more applicable to the situation; and recommended that the Council reconsider the resolution as amended to cite CEQA Section 15282(p).

COUNCIL ACTION: MOVED by Vice Mayor McCracken, SECONDED by Council Member Ward that the City Council rescind Council action pertaining to Item 14 and reconsider the item. The motion carried unanimously.

The public hearing was re-opened at 7:58 p.m., and was closed at 7:59 p.m. when no one came forward.

COUNCIL ACTION: MOVED by Vice Mayor McCracken, SECONDED by Council Member Ward that the City Council approve the second amendment of the Nondisposal Facility Element, as amended to cite CEQA Section 15282(p). The motion carried unanimously.

Disposition: Approved.

The Council recessed for five minutes at 7:59 p.m.

18. AUTHORIZATION TO ESTABLISH THE PORTERVILLE TRANSIT ADVISORY COMMITTEE

Recommendation: That the City Council:
1. Approve the draft resolution creating and establishing the Transit Advisory Committee; and
2. Authorize the mayor to execute the resolution.

City Manager Lollis introduced the item, and the staff report was presented by Transit Manager Richard Tree.

Council inquired about the proposed make-up of the committee, costs, and staff time. Mr. Tree elaborated on the demographics of transit users. Council Member Ward moved to approve, which was then seconded by Vice Mayor McCracken. A discussion followed regarding the concept of representation of all user groups on the committee, including youth.

COUNCIL ACTION: MOVED by Vice Mayor McCracken, SECONDED by Council Member Ward that the City Council amend the draft resolution to strike Section 3.A.a-c., and replace with language indicating that the Transit Manager shall determine the make-up of constituents on the seven (7) member committee taking into account transit user demographics.
COUNCIL ACTION: MOVED by Council Member Ward, SECONDED by Vice Mayor McCracken that the City Council approve the draft resolution creating Resolution 107-2012 and establishing the Transit Advisory Committee, as amended to allow Transit Manager to determine make-up of constituents on the committee taking into account transit user demographics; and authorize the mayor to execute the resolution.

AYES: Ward, Shelton, McCracken, Gurrola
NOES: None
ABSTAIN: None
ABSENT: Hamilton

Disposition: Approved, as amended.

19. RECONSIDERATION OF THE CITY COUNCIL PROCEDURAL HANDBOOK

Recommendation: That the City Council reconsider its adoption of the City Council Procedural Handbook.

City Manager Lollis introduced the item and presented the staff report.

Council Members Ward and Shelton spoke in favor of postponing the item to the next meeting in light of Council Member Hamilton’s absence. Mayor Gurrola noted that Council Member Hamilton had voted to approve the handbook when it was last considered. A discussion followed regarding comments made on KTIP, the intent of the handbook, and peace on the Council.

COUNCIL ACTION: MOVED by Council Member Ward, SECONDED by Council Member Shelton that the Council postpone the item to the next Council meeting.

AYES: Ward, Shelton
NOES: McCracken, Gurrola
ABSTAIN: None
ABSENT: Hamilton

A discussion ensued regarding future reconsideration of the handbook and which members of the Council were able to bring it back. City Attorney Lew advised that Council Members Ward and Shelton, and Mayor Gurrola had voted in favor of its reconsideration.

Disposition: No action.
20. CONSIDER IMPLEMENTING THE USE OF ONLINE REGISTRATION FOR CITY SPORTS AND ACTIVITIES

Recommendation: That the City Council:
1. Provide direction regarding implementing online registration; and
2. If approved, identify a funding source to provide the service.

City Manager Lollis introduced the item, and Acting Parks and Leisure Services Director Donnie Moore presented the staff report.

Council Member Ward spoke in support of making registration for sports and activities more convenient for the public, but voiced opposition to spending $8,000.

Mayor Gurrola voiced support for the use of online registration, noting that the Leisure Services Department had limited staff and a more efficient system would be beneficial. Staff elaborated on the use of existing recreation software modules; costs/staff time associated with the use of an additional provider versus Active Network; and previous attempts to provide multiple registration sites.

COUNCIL ACTION: MOVED by Council Member Ward, SECONDED by Council Member Shelton that the City Council reject the implementation of online registration for City sports and activities.

AYES: Ward, Shelton, McCracken, Gurrola
NOES: None
ABSTAIN: None
ABSENT: Hamilton

Disposition: Denied.

21. CONSIDERATION OF ESTABLISHING A LOCAL COMMUNITY EVENT SUPPORT BUDGET FOR EACH MEMBER OF CITY COUNCIL

Recommendation: That the City Council consider the establishment of a Local Community Event Support Budget for each Member of Council.

City Manager Lollis introduced the item. Council Member Shelton requested that the item be postponed due to Council Member Hamilton’s absence, noting that he had voted in favor of considering the item.

COUNCIL ACTION: MOVED by Council Member Shelton, SECONDED by Council Member Ward that the City Council postpone consideration of the item to the November 6, 2012, meeting.
AYES: Ward, Shelton, Gurrola  
NOES: McCracken,  
ABSTAIN: None  
ABSENT: Hamilton

Disposition: Postponed to November 6, 2012.

22. CONSIDERATION OF APPOINTMENT OF BOTH A CITY COUNCIL REPRESENTATIVE AND AN ALTERNATE TO ATTEND CALIFORNIA LEAGUE OF CITIES – SOUTH SAN JOAQUIN VALLEY DIVISION MEETINGS

Recommendation: That the City Council consider the appointment of both a Council Representative and Alternate to attend California League of Cities-South San Joaquin Valley Division meetings.

City Manager Lollis introduced the item.

COUNCIL ACTION: MOVED by Council Member Shelton, SECONDED by Vice Mayor McCracken that the City Council reject the appointment of both a Council Representative and Alternate to attend California League of Cities-South San Joaquin Valley Division meetings.

AYES: Ward, Shelton, McCracken, Gurrola  
NOES: None  
ABSTAIN: None  
ABSENT: Hamilton

Disposition: Denied.

4. ACCEPTANCE OF PROJECT – 2012/2013 MICRO-SURFACING PROJECT (OLIVE AVENUE & INDIANA STREET)

Recommendation: That the City Council:
1. Accept the project as complete;  
2. Authorize the filing of the Notice of Completion; and  
3. Authorize the release of the 10% retention thirty-five (35) days after recordation, provided no stop notices have been filed.

City Manager Lollis introduced the item, and the staff report was waived at the Council’s request. Vice Mayor McCracken recused himself due to proximity of the project to his residence.

COUNCIL ACTION: MOVED by Council Member Ward, SECONDED by Council Member Shelton that the City Council accept the project as complete; authorize the filing of the Notice of Completion; and authorize the release of the
10% retention thirty-five (35) days after recordation, provided no stop notices have been filed.

AYES: Ward, Shelton, Gurrola
NOES: None
ABSTAIN: McCracken
ABSENT: Hamilton

Disposition: Approved.

7. CONSIDERATION OF STREET CLOSURE FOR PROJECT HOMELESS CONNECT OUTREACH EVENT

Recommendation: That the City Council authorize the temporary closure of “B” Street between Olive Avenue and Vine Avenue on Thursday, November 1, 2012, in support of the planned Project Homeless Connect outreach event.

City Manager Lollis introduced the item, and the staff report was waived at the Council’s request. Council Member Shelton voiced support for the temporary street closure and lauded staff’s efforts. He then recused himself due to a conflict with regard to property ownership.

Transit Manager Rich Tree informed the Council that City Transit Route 4, but indicated that it could be re-routed to accommodate the closure.

COUNCIL ACTION: MOVED by Vice Mayor McCracken, SECONDED by Mayor Gurrola that the City Council authorize the temporary closure of “B” Street between Olive Avenue and Vine Avenue on Thursday, November 1, 2012, in support of the planned Project Homeless Connect outreach event.

AYES: Ward, McCracken, Gurrola
NOES: None
ABSTAIN: Shelton
ABSENT: Hamilton

Disposition: Approved.


Recommendation: That the City Council approve the Community Civic Event Application and Agreement submitted by the O.L.A. Raza, Inc. subject to the stated requirements contained in the Application, Agreement and Exhibit A.

City Manager Lollis introduced the item, and the staff was waived at the Council’s request.
Council Member Shelton recused himself due to a conflict of interest relative to property ownership.

COUNCIL ACTION: MOVED by Vice Mayor McCracken, SECONDED by Mayor Gurrola that the City Council approve the Community Civic Event Application and Agreement submitted by the O.L.A. Raza, Inc. subject to the stated requirements contained in the Application, Agreement and Exhibit A.

AYES: Ward, McCracken, Gurrola
NOES: None
ABSTAIN: Shelton
ABSENT: Hamilton

Disposition: Approved.

ORAL COMMUNICATIONS
None

OTHER MATTERS
- Council Member Shelton reported his attendance at the following: Relay for Life, Tribe’s Mural Dedication, Pioneer Days Rib Cook-Off; applauded those who attend local events; and noted the upcoming Candlelight Vigil at Centennial Park and Indian Gaming Local Benefit Committee meeting.
- Mayor Gurrola reported that she attended the same events, and lauded the efforts of those responsible for the events.
- Council Member Ward requested that an item requesting reorganization of the City Council be added to the next agenda.
- City Manager Lollis reported that Sunburst Packing would be moving into the old Goodell Packing facility at Orange Avenue and E Street.

ADJOURNMENT
The Council adjourned at 9:07 p.m. to the meeting of November 6, 2012.
SUBJECT: AUTHORIZATION TO ADVERTISE FOR BIDS – SIX (6) COMPRESSED NATURAL GAS (CNG) VEHICLES

SOURCE: PUBLIC WORKS – FIELD SERVICES

COMMENT: Caltrans has authorized the City to advertise for the purchase of one (1) sweeper, one (1) dump truck, and four (4) refuse CNG vehicles. The project is funded by a Congestion Mitigation & Air Quality (CMAQ) grant.

The CMAQ grant, in the amount of $1,480,000 is a federal grant that must be matched with local funds. The federal share is $1,309,000 and local share is $171,000. The Engineer's estimate of probable cost for the six (6) CNG vehicles is $1,480,000.

The vehicle specifications have been completed and are available in the La Barca Conference Room for Council's review. Funding for the project was approved in the 2012/2013 annual budget. The City's local match in the amount of $171,000 will come from the Public Works' Streets and Solid Waste Equipment Replacement funds.

RECOMMENDATION: That the City Council:

1. Approve Staff's recommended vehicle specifications; and

2. Authorize Staff to advertise for bids for six (6) Compressed Natural Gas vehicles.
COUNCIL AGENDA: December 4, 2012

SUBJECT: AUTHORIZATION TO REJECT ALL PROPOSALS AND RE-SOLICIT THE PORTERVILLE MUNICIPAL AIRPORT DRY FARM LEASE

SOURCE: Administration

COMMENT: The Dry Farm Lease on land at the Porterville Municipal Airport expired on June 30, 2012. Staff solicited proposals for a new five-year lease, and received two proposals in response. At the City Council meeting of August 7, 2012, the Agenda item (attached) to authorize the award of the lease was pulled at the request of staff for further review of the Request for Proposals (RFP) and the solicited responsible bidder requirements.

After further review, staff recommends that the City Council authorize the rejection of all proposals and direct the re-solicitation of the Dry Farm Lease at the Porterville Municipal Airport with responsible bidder requirements similar to those contained in the Reclamation Area Lease solicitation (attached).

RECOMMENDATION: That the City Council authorize the rejection of all proposals, and direct the re-solicitation of the Dry Farm Lease, utilizing responsible bidder requirements similar to those contained in the Reclamation Area Lease solicitation.

ATTACHMENT: 1. City Council Agenda Staff Report: August 7, 2012
2. Reclamation Area Lease Request for Proposal

Item No. 3
COUNCIL AGENDA: AUGUST 7, 2012

SUBJECT: AWARD AIRPORT DRY FARM LEASE

SOURCE: FINANCE DEPARTMENT/PURCHASING DIVISION

COMMENT: The current Dry Farm Lease on land at the Porterville Municipal Airport expired on June 30, 2012, at the end of this year's harvest. Staff solicited proposals for a new five-year lease and received two proposals as follows:

<table>
<thead>
<tr>
<th>Farmer</th>
<th>Rent/Acre</th>
<th>Annual Rent</th>
</tr>
</thead>
<tbody>
<tr>
<td>Justin Nuckols Farming</td>
<td>$27.00</td>
<td>$9,174.00</td>
</tr>
<tr>
<td>Porterville, CA</td>
<td></td>
<td></td>
</tr>
<tr>
<td>Jeff Sheets Farming</td>
<td>$25.00</td>
<td>$8,494.00</td>
</tr>
<tr>
<td>Terra Bella, CA</td>
<td></td>
<td></td>
</tr>
</tbody>
</table>

The lease payment is based on 339.76 farmable acres payable at the end of harvest each year. Additionally, the farmer must perform weed abatement on 57.36 acres located around the runway and in other areas as indicated on the attached map. A Lease Agreement is also attached for Council’s review and approval.

RECOMMENDATION: That the Council approve the award of a five-year lease between the City of Porterville and Justin Nuckols Farming, of Porterville, CA, for dry farming at the Porterville Municipal Airport and authorize the Mayor to execute the Lease Agreement.

ATTACHMENT: Lease Agreement with Locator Map
LEASE AGREEMENT

PORTERVILLE MUNICIPAL AIRPORT

THIS LEASE AGREEMENT ("Lease"), executed at Porterville, California the 7th day of August, 2012, by and between the CITY OF PORTERVILLE, a charter city and municipal corporation of the State of California, hereinafter referred to as "City" and JUSTIN NUCKOLS FARMING, hereinafter referred to as "Lessee."

WHEREAS, City owns and operates an airport in the City of Porterville, State of California, commonly known and described as "Porterville Municipal Airport"; and

WHEREAS, Lessee desires to lease a portion of said airport for dry farming operations; and

WHEREAS, it is the desire of City to utilize said airport for the general public by its development and use in providing aeronautical-related facilities and service.

NOW, THEREFORE, IT IS MUTUALLY AGREED as follows:

1. Premises: Demised Premises: City, for and in consideration of the covenants, conditions, agreements, and stipulations herein set forth, does hereby demise and lease to Lessee, and Lessee hereby hires from City, those certain premises situated in the City of Porterville, State of California, described as unimproved airport land, at the Porterville Municipal Airport, more particularly described in Exhibit “A” being attached hereto and by this reference made a part hereof.

2. Term: The term of this Lease shall commence on August 1, 2012, both parties having executed the same, and shall terminate on July 31, 2017, provided Lessee is not in default with respect to any of the conditions or covenants of this lease.

3. Rental and Business Privilege Consideration: Lessee agrees to pay to City in lawful money of the United States without deductions or offset, to the Finance Director, City of Porterville, 291 N. Main Street, Porterville, California 93257, or to such person or persons and at such place or places as may be designated from time to time by City, a rental rate of $27.00 per farmable acre. The Lessee shall be responsible for weed abatement on the entire site of 397.12 acres, which includes 57.36 acres not suitable for dry farming.
4. **Purpose and Nuisance Provision:** This Lease is made for the purpose of dry farming. Lessee shall not use the premises or any part thereof or permit them to be used for any purpose or purposes other than stated above. Lessee shall not do or permit any act or thing to be done upon the premises which constitutes nuisance or which may disturb the quiet enjoyment of City or any tenant of City on adjacent neighboring property.

Lessee further agrees that, within 72 hours from receiving written notice by the City that a nuisance exists, to abate or otherwise cause said nuisance to be cured.

In the event Lessee has not (a) taken corrective action within 72 hours, or (b) filed an appeal with the City Manager, City of Porterville, within 72 hours, then City may enter and abate said nuisance at the expense of Lessee without any liability whatsoever to City for monetary loss or anticipated profits of Lessee or others.

Said appeal to the City Manager must be made in writing and be received by the City Clerk, 291 N. Main Street, Porterville, California 93257, within 72 hours after Lessee received notice of said nuisance.

5. **Interfering with Air Operations:** The Lessee will not interfere with air operations at the Airport including dust obscuring vision on any airport runway or taxiway or allowing materials to be deposited on any air operation runway or taxiway or crossing any runway or taxiway with a vehicle or equipment while air operations are underway or otherwise interfering so as to impair safe ground and air operations by aircraft and air vehicles at the Airport. Notice to cease any operational practice by the Airport Manager shall be immediately accomplished by the Lessee and necessary remedial actions shall be accomplished by the Lessee.

6. **Right of Ingress and Egress:** Lessee shall have the right-of-way to property owned and controlled by City for ingress thereto and egress therefrom for pedestrian, vehicular, and air travel, together with the right to use in common with other Lessee or licensees of City the airplane landing field adjacent to the demised premises. None of these rights are exclusive, but shall be exercised in common with and subject to possible similar rights of other users of said airport. All of the foregoing is subject to such reasonable rules and regulations as the City or its authorized agents may make from time to time. Such rules and regulations, however, shall be reasonable and shall not conflict in any way with similar rules and
regulations adopted from time to time by the Federal Aviation Administration or its successor.

7. **Condition of Premises:** Lessee has inspected the demised premises and knows the extent and condition thereof and accepts same in its present condition, subject to and including all defects, latent and/or patent.

8. **Alteration:** Lessee shall make no structural modifications to any access points on the demised premises without the written consent of the City Airport Manager first being obtained.

9. **Maintenance:** Lessee agrees to keep the land in a good state of repair by periodic maintenance including control of all Yellow Star Thistle and any other weeds. The maintenance of the weed abatement area in a weed free condition is a critical aspect of the consideration in this agreement. Overruns and infield area designated on the site plan shall not be disked, although spraying for Yellow Star Thistle shall be applied and tumble weeds abated. The Lessee shall load, transport and disk in any and all bio-solids supplied by the City within 24 hours, provided the bio-solids shall be on a per acre basis within the strength conducive for dry-land farming. During the term of this Lease, the City Airport Manager shall have the right to notify Lessee in writing wherein Lessee has failed to maintain the property weed free and/or in a good state of repair. Lessee shall make such corrections in the time and manner prescribed by said Airport Manager, or in the event Lessee disagrees, Lessee shall have the right to appeal within fifteen (15) days from date of notice from said Airport Manager to the City Manager concerning the request for maintenance made to Lessee by said Airport Manager; it being understood and agreed that the decision of the City Manager shall be final.

10. **Utilities:** Lessee agrees to pay during the term of the Lease, or any holding over, any and all utilities utilized by it to said demised premises. The term "utilities" as used herein shall include, but is not limited to, telephone, electrical, water, sewer, gas, janitorial, heating, cooling, and trash and refuse disposal service.

11. **Utility Extension or Modification:** Lessee shall pay any and all expenses that may be incurred in obtaining the extension of public utility services to the demised premises from existing utility facilities or any modifications of same.

12. **Taxes and Assessments:** Lessee understands that the lease of the premises creates a possessory interest subject to taxation by the County of Tulare. Lessee agrees to pay all
taxes and/or assessments levied by any governmental agency upon any interest acquired by Lessee under the terms of this Lease.

13. **Compliance with Law:** Lessee shall, at its expense, promptly comply with any and all laws, ordinances, rules, regulations, requirements, and order whatever, present or future, of the national, state, county or city government which may in any way apply to the use, maintenance or occupation of, or operations on the premises.

14. **Liens and Encumbrances:** Lessee shall keep the premises free from any liens or encumbrances arising out of any work performed, material furnished, or obligations incurred by Lessee, or from any other cause.

15. **Negation of Partnership:** City shall not become or be deemed a partner or joint venturer with Lessee or associate in any relationship with Lessee's operations thereon. City reserves all rights in and with respect to the premises, not inconsistent with Lessee's use of the premises as in this lease provided, including (without limiting the generality of the foregoing) the right of City to enter upon the premises for the purpose of installing, using, maintaining, renewing, and replacing such underground oil, gas, water, sewer, and other pipelines, and such underground or aboveground telephone, telegraph, and electric power conduits or lines as City may deem desirable in connection with the development or use of any other property in the neighborhood of the premises. City shall compensate Lessee for any and all damage to Lessee's improvement and personal property caused by the exercise of the rights reserved in this paragraph.

16. **Indemnification:** Lessee agrees to indemnify, defend (upon request by the City) and save harmless the City, its agents, officers, and employees, and each of them, from any and all losses, costs, expenses, claims, liabilities, action, or damages, including liability for injuries to person or persons, or damage to property of third persons arising out of, or in any way connected with, (a) the conducting or operation of Lessee's business on demised premises during the term of the Lease or any holding over, or (b) the construction or the removal of any facilities or improvements on the demised premises during the term of this lease or any holding over.

17. **Liability Insurance:** Lessee, in order to protect the City, its agents, officers, and employees against all claims and liability for death, injury, loss, and damage as a result of Lessee's (a) use and operations on the demised premises or in connection therewith, or (b) construction or removal of any improvements on the demised premises or in connection therewith, shall
name the City as additional insured in the amount of not less than TWO MILLION ($2,000,000) DOLLARS. Coverage shall include General Liability combined Bodily Injury and Property Damage, Single Limits and Aggregate, with a reliable insurance carrier authorized to do such public liability and property damage insurance business in the State of California. Said insurance shall not be subject to cancellation or coverage reduction without thirty (30) days prior written notice to City. Within ten (10) days from the date of this Lease, Lessee shall file with the City Clerk, City of Porterville, a duly certified Certificate of Insurance evidencing that the herein above mentioned public liability and property damage provisions have been complied with, and setting forth that City, its agents, officers, and employees are named as additional insured. In the event that Lessee shall fail to take out and keep in effect such policy or to furnish evidence thereof to City, City may, at City's option, procure the same, pay the premium thereof and collect same with the next payment of rental due from Lessee or immediately terminate this lease.

18. Nondiscrimination: Lessee for itself, its heirs, personal representatives, successors in interest and assigns as part of the consideration hereof does hereby covenant and agree that (1) no person on the grounds of race, religion, color, sex or national origin shall be excluded from participation, denied the benefits of, or be otherwise subjected to discrimination in the use of said facilities; (2) that in the construction of any improvements on, over, or under such land and the furnishing of services thereon, no person on the grounds of race, religion, color, sex, or national origin shall be excluded from participation in, denied the benefits of or otherwise be subjected to discrimination; (3) that the lessee shall use the premises in compliance with other requirements imposed by or pursuant to Title 49, Code of Federal Regulations, Department of Transportation, Subtitle A, Office of the Secretary, Part 21, Nondiscrimination in Federally assisted programs of the Department of Transportation - Effectuation of Title VI of the Civil Rights Act of 1964, and as said Regulations and / or services on a fair, equal and not unjustly discriminatory basis to all users thereof and it shall charge a fair, reasonable and not unjustly discriminatory price for each unit or service; provided that the Lessee may be allowed to make reasonable and nondiscriminatory discounts, rebates, or similar type of price reductions to volume purchasers.

In the event of breach of any of the above nondiscriminatory covenants, City shall have the right to terminate this Lease and to re-enter and repossess the demised premises and the facilities thereon and hold the same as if the Lease had never been made or issued.
Lessee agrees that it shall insert the above nondiscrimination provisions in any sublease or other agreement by which Lessee grants a right or privilege to any person, firm, or corporation to render accommodations and/or services to the public on the premises herein leased.

19. Improvement of Airport: The City reserves the right to develop, operate, maintain or occupy any portion of the Airport as it sees fit, regardless of the desires or views of Lessee and without interference or hindrance. The City may take immediate occupancy of any area upon notice to the Lessee. Any area secured for use by the City shall be subtracted on an acreage basis for payment of the rent, thereby reducing the farmable acres.

20. Maintenance of Landing Area: City reserves the right to maintain and keep in repair the landing area of the airport and all publicly-owned facilities of the airport, together with the right to direct and control all activities of the Lessee in this regard. Providing further, City shall keep and maintain in a safe and operable condition the taxiways, runways (including the lighting thereof) and roadways on the airport during such hours and to such extent as City may determine is reasonably required for the operation of the airport.

21. Lease Subordinate to Agreements with the United States Government: This Lease shall be subordinate to the provisions and requirements of any existing or future agreement between the City and the United States Government relative to the development, operation or maintenance of the airport.

22. Non-Exclusive Right: It is understood and agreed that nothing herein contained shall be construed to grant or authorize the granting of an exclusive right within the meaning of Section 308 (a) of the Federal Aviation Act of 1958 (49 U.S.C. 1349).

23. Rights of United States Government: This Lease and all the provisions hereof shall be subject to whatever right the United States Government now has or in the future may have or acquire, affecting the control, operation, regulation, or taking over of said airport.

24. Notices: All notices herein provided to be given, or which may be given, by either party to the other shall be deemed to have been fully given when made in writing and deposited with the United States Postal Service, Registered or Certified, postage prepaid and addressed as follows:

To the Lessee: Justin Nuckols Farming
13009 Rd. 216
Porterville, CA 93257
To the City: Airport Manager
Porterville Municipal Airport
1893 So. Newcomb
Porterville, CA 93257

With a complete copy to:
Porterville City Manager
291 N. Main Street
Porterville, CA 93257

The address to which the notices shall be or may be mailed, as aforesaid, to either party shall or may be changed by written notice given by such party to the other, as hereinbefore provided, but nothing herein contained shall preclude the giving of any such notice by personal service.

25. Authorized Agent of the City: The Airport Manager of the City of Porterville or the Airport Manager’s designee is duly the authorized agent of the City for purposes of this Lease; and as to any obligations assumed herein by Lessee, they shall be performed to the satisfaction of said Airport Manager.

26. Assignment and Subletting: This Lease shall be binding upon and shall inure to the benefit of the heirs, administrators, executors, successors, and assigns of the respective parties hereto. Lessee shall not, however, and Lessee herewith agrees, that it will not sublet the premises, or any part thereof or assign, transfer, mortgage, or otherwise convey the premises or its rights and interest hereunder without the prior written consent of the City. In the event the Lessee shall sublet, assign, transfer, mortgage, or otherwise convey the premises or its rights and interest hereunder, or any part thereof, or attempt to do so in violation of the foregoing provision, then in addition to any and all other rights and remedies available to it, the City may, at its option by written notice to Lessee, either declare such sublease, assignment, transfer, mortgage or other conveyance void or terminate this Lease and all rights and interest of Lessee and all other persons hereunder. Any consent by City to any sublease, assignment, transfer, mortgage, or conveyance shall not be deemed or construed as a transfer, mortgage, or conveyance. This clause shall not be construed to limit right or remedy which City may become entitled to by reason of the action(s) or failure(s) to act of Lessee.

27. Hypothecation: Lessee may, with the consent of the City, give, assign, transfer, mortgage, hypothecate, grant control of, or encumber Lessee's interest under this Lease and the leasehold estate so created to a bonafide lender on the security of the leasehold estate. Any
such bonafide lender shall have the right at any time during the term of the loan and while this Lease is in full force and effect:

(a) To do any act or thing required of Lessee in order to prevent a forfeiture of Lessee's rights hereunder, and all such acts or things so done shall be as effective to prevent a forfeiture of Lessee's rights hereunder by Lessee.

(b) To succeed to the interest of Lessee hereunder and thereafter at such lender's option to convey, assign or sublease the interest or title to said leasehold estate to another person acceptable to City, subject to all the terms, conditions, and covenants of this Lease. Two (2) copies of any and all security devices or instruments shall be filed with City's Airport Manager prior to the effective date thereof, and Lessee shall give Airport Manager prior written notice of any changes or amendments thereto.

Any bona fide lender shall have the right, if so permitted by the terms and conditions of the concerned instrument of hypothecation between lender and Lessee, to remove any or all of Lessee's improvements under said hypothecation from the demised premises, subject only to the restriction that in the event of such removal, the demised premises herein above described be restored by Lessee to a condition satisfactory to the City's Airport Manager, and that said removal be done in a manner and at a time satisfactory with said Airport Manager.

28. Breach by Lessee: In the event of the breach by Lessee of any term, condition, or agreement herein contained, and the failure to cure such breach within thirty (30) days after written notice has been given to Lessee by City, this Lease and all privileges herein granted shall be terminated and be of no other force or effect, and Lessee shall immediately surrender possession of the premises hereby granted, and in the event City has to resort to legal action to enforce any provision hereof, or to obtain restitution hereunder, the Lessee shall pay all costs and expenses, including attorney's fees of such action. Providing further, that in the event Lessee breaches this Lease and abandons the demised premises before the end of the term, or if Lessee's right to possession is terminated by City because of a breach of this Lease, City shall have the right to recover damages from Lessee, as provided in State of California Civil Code Section 1951.2. Damages City may recover shall include the worth, at the time of award, of the amount by which the unpaid rent for the balance of the term after the time of award exceeds the amount of such rental loss for the same period that the Lessee proves could be reasonably avoided. This clause shall not be
construed to limit any right or remedy which City may become entitled to by reason of the action(s) or failure(s) to act of Lessee.

29. **Waiver of Breach:** The waiver by City of any breach by Lessee of any provision contained herein shall not be deemed to be a waiver of such provision, or a waiver of any breach of any other provision contained herein.

30. **Bankruptcy:** In the event the (a) Lessee shall file a voluntary petition in bankruptcy proceeding; (b) any voluntary or involuntary proceeding for the reorganization of Lessee shall be instituted by anyone other than the City under any of the provisions of the bankruptcy laws of the United States; or (c) a receiver or judicial trustee or custodian shall be appointed for Lessee, or any alien or any writ of attachment, garnishment, execution, or distraint shall be levied upon any of Lessee's rights or interest under this Lease; or (d) there shall be any other assignment of any of Lessee's rights or interest under this Lease by operation of law, then in addition to any and all other rights and remedies available to it, City may, at its option by written notice to Lessee, terminate this Lease and all rights and interest of Lessee and all other persons under this Lease. The term "Lessee," as used in this paragraph, includes any individual, partnership, or corporation who is a Lessee hereunder, even though several individuals, partnerships, or corporations are such, and includes each partner of any partnership which is a Lessee hereunder. Any consent by City to any sublease, assignment, transfer, mortgage, or conveyance shall not be deemed or construed as a consent to any other different or subsequent sublease, assignment, transfer, mortgage, or conveyance.

31. **Quiet Possession:** Notwithstanding any other provision in this Lease, City covenants that Lessee, on paying the rent and performing the covenants herein contained, shall and may peaceably and quietly have and enjoy the demised premises for the term hereof.

32. **Surrender of Premises:** On the last day of said term, or extension thereof, or sooner termination of the Lease, Lessee will peaceably and quietly leave, surrender, and yield up to the City the demised premises in as good condition and repair as at the commencement of Lessee's occupancy, reasonable use and wear thereof, and damage by earthquake, public calamity, by the elements, by acts of God, or by fire or other circumstances over which Lessee has no control, excepted.
33. Removal of Improvement at Termination: Upon the termination of this Lease, or any holding over, for any reason other than Lessee's failure to perform its obligations under the terms and conditions of this Lease, Lessee shall have the right, at Lessee's sole cost and expense, to remove all improvements and/or furniture, furnishings, equipment, and fixtures of whatsoever kind or nature placed on the demised premises by Lessee or its contractors so long as they could be removed without damage or disfigurement to the demised premises. Full restoration of the demised premises as it existed prior to the construction of said improvements or the installation of said furniture, furnishings, equipment, and fixtures shall be made by Lessee. If after the termination of this Lease, Lessee has not removed said improvements, furniture, furnishings, equipment, and fixtures, the City shall have the option to claim the ownership thereof or to remove same and restore the demised premises as set forth above at the expense of Lessee. Said expense shall also include consideration for the additional time Lessee or its improvements occupy the premises beyond the termination date and disallow the City's total utilization of the premises pursuant to its ownership of the property.

In the event of a termination by City of this Lease because of Lessee's failure to faithfully perform the terms and conditions of this Lease, the City may accept cash or other satisfactory security for the amount of its costs, expense, loss and damage accruing from Lessee's failure to perform and thereupon the Lessee shall have the right to remove the said improvements.

34. Incorporation of Prior Agreements and Amendments: This Lease contains all agreements of the parties with respect to any matter mentioned herein. No prior agreement or understanding pertaining to any such matter shall be effective. This Lease may be modified in writing only, signed by the parties in interest at the time of modification.

35. Severability: The invalidity of any provision of this Lease as determined by a Court of competent jurisdiction shall in no way affect the validity of any other provision hereof.

36. Construed Pursuant to California Law: The parties hereto agree that the provisions of this Lease will be construed pursuant to the laws of the State of California.
37. **Venue:** If either Lessee or City initiates an action to enforce the terms hereof or declare rights hereunder, including actions on any bonds and/or surety agreements, the parties agree that the venue thereof shall be the County of Tulare, State of California. Lessee hereby waives any rights it might have to remove any such action pursuant to California Code of Civil Procedure Section 394.

38. **Covenants and Conditions:** Each provision of this Lease performable by Lessee shall be deemed both a covenant and a condition.

39. **Captions:** The use of Paragraph headings in this Lease is solely for convenience, and they shall be wholly disregarded in the construction of this Lease.

40. **Time of Essence:** Time is hereby expressly declared to be the essence of this Lease and of each and every provision thereof, and each such provision is hereby made and declared to be a material, necessary, and essential part of this Lease.

41. **Cancellation of Agreement without Cause:** This Lease may be cancelled without cause by a ninety (90) day notice delivered to either party.

IN WITNESS WHEREOF, the parties hereto have executed this Lease on the day and year first herein above written.

**APPROVED AS TO FORM:**

Julie Lew, City Attorney

**CITY OF PORTERVILLE**

Virginia R. Gurrola, Mayor

**ATTEST:**

John D. Lollis, City Clerk

**LESSEE:**

Justin Nuckols, dba Justin Nuckols Farming
I. SUMMARY .......................................................................................................................... 2

II. BACKGROUND ................................................................................................................. 2

III. ELEMENTS OF RECLAMATION AREA LEASE AGREEMENT .................... 3
     1. Summary of Reclamation Area Lease
     2. Contractual Responsibilities

IV. DESCRIPTION OF RECLAMATION AREA ............................................................... 4
     1. Property Locations
     2. Program Specifics
        A. Farming
        B. Non-Crop
        C. Percolation Pond
     3. Requirements of Reclamation Area Lessee

V. PROJECT TIME SCHEDULE ......................................................................................... 6

VI. PRE-PROPOSAL SITE TOUR ...................................................................................... 6

VII. QUALIFICATIONS AND SELECTION CRITERIA ..................................................... 6

VIII. FORMAT OF THE PROPOSAL RESPONSE ............................................................ 7

IX. GENERAL ATTACHMENTS ......................................................................................... 8

X. GLOSSARY OF TERMS ................................................................................................. 8
CITY OF PORTERVILLE
RECLAMATION AREA LEASE
REQUEST FOR PROPOSAL

I. SUMMARY

The City of Porterville is soliciting proposals from experienced farming entities for the Lease of the City Reclamation Area. The lease will consist of approximately 700 acres of which approximately 630 acres are leveled and under irrigation. Prospective farming entities are invited to propose a Reclamation Area Lease expressed as a fee per acre to be paid to the City of Porterville. The Lessee will be entitled to the:

a) Recycled wastewater as delivered by the City to the Reclamation Area for irrigation,
b) Ownership of all crops,
c) Value of Crops used by Lessee for his/her own use,
d) All government subsidies, and 
e) All revenue from whatever source received in connection with the planting or withholding the planting of crops on the subject property.

As part of the Lease, the Lessee will be required to maintain and operate the non-crop and percolation pond components of the Reclamation Area. All activities are under the supervision of the City and disposal program objectives are the priority. The farming entity that is awarded the Lease will be directed by City to complete activities as needed. It is recommended that applicants become familiar with the regulatory requirements prior to preparing the proposal documents. (See attachments.)

II. BACKGROUND

The Lessee will operate the reclamation area for disposing of approximately 5 million gallons, or 15 acre-feet, per day of treated effluent 24 hours per day, 7 days per week. The City may provide approximately 1,200 tons of bio-solids for the reclamation area annually. The method of disposal consists of different operations:

- Farming
- Percolation Ponds
- Bio-Solids Application

The primary method is the irrigation of approximately 630 acres of leveled farmland. Effluent is delivered from the Wastewater Treatment Facility to the reclamation area through a City owned pipe system, and then applied through conventional flood irrigation systems. A maximum of 50% annually of the treated effluent may be discharged to percolation ponds located at the reclamation area. The bio-solids are to be managed in accordance with the Bio-Solids Management Plan.

The choice of crops and rate of effluent application has been predetermined by the Waste Discharge Requirements (WDR) R5-2008-0034 and Water Reclamation Requirements (WRR) 5-01-246 as mandated by the California Regional Water Quality Control Board (CRWQCB). These requirements direct all activities at the reclamation area, whether it is wastewater application or other customary farming practices such as the application of soil amendments.
fertilizers, pesticides, and herbicides. The CRWQCB has directed the City to dispose of its effluent in an environmentally sound manner that minimizes groundwater degradation to the area, and does not adversely affect the Teapot Dome Landfill. The Department of Health Services regulations (California Title 22, Article 3, Section 60304) allow irrigation of fodder and fiber crops with secondary-treated recycled water. Currently, the program rotates alfalfa, sudan grass, wheat and oat hay.

First and foremost, the City is committed to program development that prioritizes the changing needs of a growing community, minimizes taxpayer cost, and maximizes effective disposal of effluent. The Reclamation Area program can, therefore, be expected to change as development requires. Whereas all of the situations that may develop cannot be anticipated, it is recognized that compliance and changing disposal needs will necessitate close coordination between all involved parties. The City and Lessee must operate knowing that there are unknown future developments that will likely affect the program.

III. ELEMENTS OF RECLAMATION AREA LEASE AGREEMENT

The Lessee will have specific obligations as part of the Reclamation Area Lease. The Reclamation area is operated in three components: Farming, Non-Crop, and Percolation Ponds. The Lessee agrees to operate the entire property in order to maximize discharge of effluent according to all applicable regulations and the City’s discharge requirements.

The applicant must submit a proposal for all of the properties included in the program. The Lessee is responsible for water management, irrigation, farming and operations of the Reclamation Area Lease land. The Lessee is responsible for all utility expenses.

Operation of the property is to comply with all federal, state, and local regulation including, but not limited to, waste discharge requirements and plans concerning management of the reclamation area and the San Joaquin Air Pollution Control District. The Lessee shall comply with all requirements of regulatory agencies, the collection and compilation of data and reporting for these agencies, and for enrollment in the USDA farming programs. The Lessee must maintain general liability insurance with a minimum of $2 million in coverage. The Lessee is responsible for the harvesting and marketing of all crops.

1. SUMMARY OF RECLAMATION AREA LEASE:

A) Right to Farming Activities and Limited Right to Wastewater: All direct farming operations for the establishment, husbandry, harvest, storage, and sale of crops.

B) Obligation to Fulfill Non-Crop Activities: Maintenance and adherence to all requirements of regulatory agencies for property outside direct crop land. Operate and repair the delivery system i.e. provide water to other property owners as directed by the City.

C) Obligation to Operate and Maintain Percolation Pond: Maintenance and adherence to all requirements of regulatory agencies for percolation pond system.
CITY OF PORTERVILLE
RECLAMATION AREA LEASE
REQUEST FOR PROPOSAL

The mission of this program is the disposal of reclaimed water. If the challenges of managing a constant flow of effluent through irrigation or emergency water management practices either deleteriously affect or even ruin crop yields, there is no additional compensation for the farm Lessee. Crop insurance, pre and post-harvest, if available, is the responsibility of the Lessee.

Compliance & Reporting
The Lessee agrees to operate the property in order to maximize irrigation with effluent according to all applicable regulations and discharge requirements. Operation and Lease of the property is to comply with all federal, state, and local regulation including, but not limited to, waste discharge and biosolids utilization requirements, and plans concerning Lease of the reclamation area and the San Joaquin Air Pollution Control District.

2. CONTRACTUAL RESPONSIBILITIES

The Reclamation Area Lease Agreement consists of three components: Farming Activities, Non-crop activities, and Percolation Pond Operation/Maintenance. The contractual duties are summarized below:

A) Farming Activities: All direct farming operations for the establishment, husbandry, harvest, storage, and sale of crops; use and management of all irrigation water, whether delivered to a field in the Reclamation Area or to outside water users. At no time shall the entire system of valves be closed at once, as the lessee must dispose of all water delivered to the Reclamation Area daily.

B) Non-Crop Activities: Maintenance and adherence to all requirements of regulatory agencies for property outside direct crop land. Weed abatement and rodent control in all acreage defined in Agreement as Non-Crop areas. Operate and repair the delivery system i.e. provide water to other property owners as directed by the City.

C) Percolation Pond: Maintenance and adherence to all requirements of regulatory agencies for percolation pond system.

IV. DESCRIPTION OF RECLAMATION AREA

1. PROPERTY LOCATION - SEE ATTACHMENT FOR PROPERTY MAP AND LOCATIONS.

2. PROGRAM SPECIFICS

The following outlines the responsibilities for each component of the operation. Also see attached Reclamation Area Lease Agreement.

A) Farming Activities:

   a) Field management including field preparation, furrowing, seed bed preparation, herbicide application and weed control, planting, cultivation, etc,
b) General Crops including irrigation, pest control, and nutrient use,

c) Harvesting, including inventory and sales,

d) Assist in preparation of CRWQCB reports & documentation, compliance with all regulatory reporting,

e) Emergency water management as needed,

f) Operate, maintain, and repair all wells, return pumps and irrigation facilities, and

g) Compilation of data and assistance for enrollment in all government programs.

B) Non-crop Activities:

a) Maintenance of non-crop areas, including but not limited to roadways, roadsides, drainage ditches, irrigation channels, levee banks, fence lines, vacant acreage, pumps, tail water ponds, water control structures, pipelines, hay storage areas, miscellaneous structures,

b) Non-crop weed abatement,

c) Application of Bio-solids, gypsum and soil amendments, and

d) Soil testing and reporting.

C) Percolation Pond

a) Distribution of effluent to and within percolation ponds,

b) Maintain ponds against erosion, rodent damage,

c) Periodic diskng, clearing, or other maintenance as directed by the City to maintain infiltration rates,

d) Weed abatement adjacent to and including within pond areas, and

e) Maintenance and repair of existing pipeline, valves, meters, overflows and other percolation pond infrastructure and levees.

3. REQUIREMENTS OF RECLAMATION AREA LESSEE

A) Provide proof of general liability insurance, minimum of $2 million overall coverage
B) Provide proof of Workers Compensation coverage
C) Compliance with all requirements of regulatory agencies, including labor laws
D) Provide Irrevocable Letter of Credit equal to six (6) months rental.
E) Lessee complies with the principles of Best Management Practices:

**Best Management Practices (BMP)**

The list of general principles which define BMPs follows:

- Set accomplishable, realistic, and measurable economic and environmental objectives, using annual budget and cropping plans.
- Know and understand economic, environmental, and agronomic processes involved.
- Timely and uniformly apply water and nutrients as needed.
- Evaluate results and amend implementation plan for next cycle.

BMPs for this project may include, but are not limited to:

- No use of nitrogen fertilizers without prior approval from the City
- No discharge of recycled water or run off beyond the boundaries of the contracted parcel
- Maintenance of the premises in an orderly and clean condition
- Avoidance or reduction of irrigation during rain events
- Application of soil amendments at agronomic rates per bio-solids application plan.

V. PROJECT TIME SCHEDULE

1. 4/08/2009 RFP Available to Public
2. 5/06/2009 Pre-Proposal Site Tour
3. 5/20/2009 Proposals Due
4. 6/16/2009 Lease Contract Awarded
5. 7/01/2009 Lease Contract Begins

VI. PRE-PROPOSAL SITE TOUR

A scheduled pre-proposal site tour is available for all applicants. This tour will be held May 6, 2009, 9 am, at the corner of Westwood St. and Scranton Ave.

VII. QUALIFICATIONS AND SELECTION CRITERIA

The City policy for awarding this Reclamation Area Lease Agreement will be based on the most qualified applicant as determined by the City, not necessarily the applicant who submits the highest proposal. The City will carefully investigate each applicant’s background and experience in farming operations. The City recognizes its policy of providing equal opportunity to all qualified persons and reaffirms its commitment that there shall be no discrimination against qualified applicants on the basis of race, gender, color, national origin, religion, age or disability.
The applicant must have experience in managing farming operations of similar or greater size. The proposing farming entities will also make their existing farming operations available for review and inspection by City staff and consultants. Proposal selection will be based on the criteria shown on the following table:

**PROPOSAL SELECTION CRITERIA AND WEIGHTING**

<table>
<thead>
<tr>
<th>Criteria</th>
<th>Points</th>
</tr>
</thead>
<tbody>
<tr>
<td>1. Farming business experience, financial condition of the applicant</td>
<td>25</td>
</tr>
<tr>
<td>2. Marketing &amp; Sales experience for crops</td>
<td>25</td>
</tr>
<tr>
<td>3. Proposed annual lease ($/acre)</td>
<td>25</td>
</tr>
<tr>
<td>4. Other factors (recycled water irrigation experience, quality of existing farming operations, quality of response)</td>
<td>25</td>
</tr>
<tr>
<td>Total items 1-4</td>
<td>100</td>
</tr>
</tbody>
</table>

**VIII. FORMAT OF THE PROPOSAL RESPONSE**

See Attachment, Proposal Forms and Application. Please return Proposal Forms and Application by Wednesday, May 20, 2009, 12pm, to:

City of Porterville  
Attn: Baldomero Rodriguez, Director of Public Works  
Re: Reclamation Area RFP  
291 Main Street  
Porterville, CA 93257

1. Required Proposal Conditions – signature page  
2. Summary of Experience  
3. Financial Credit References  
4. Authority to Release Information and Hold Harmless  
5. Proof of General Liability and Workers Compensation Coverage  
6. Proposal for Reclamation Area Lease

The proposal should be brief and complete. Submittal of the attached forms is required and considered sufficient for the response to this RFP. However, applicants may include additional information as deemed necessary.

The proposal must be for the entire length of Reclamation Area Lease Agreement (5 years).
IX. GENERAL ATTACHMENTS

1. Reclamation Area Lease Agreement with Maps
2. Crop Plan, 5 year
4. Copy of Water Reclamation Requirements WRR 5-01-246 as adopted 19 OCT 2001
5. Copy of Waste Discharge Requirement (WDR) R5-2008-0034
7. Wastewater Management Plan
8. Proposal Forms and Application for Reclamation Area Lease (to be returned to the City)

X. GLOSSARY OF TERMS

Bio-Solid - Sewage sludge, dry solids, same as sludge
WDR - Waste Discharge Requirements
WRR - Water Reclamation Requirements
WWTF - Wastewater Treatment Facility
Recycled Wastewater - Same as Effluent
CRWQCB - California Regional Water Quality Control Board
Treated Wastewater - WWTF Effluent, containing nitrogen as fertilizer
Premises - Interchangeable with Reclamation Area
SUBJECT: APPROVAL OF FUEL SOLUTIONS INC. PROFESSIONAL SERVICE AGREEMENT – CNG FUELING FACILITY EXPANSION PROJECT

SOURCE: Public Works Department - Engineering Division

COMMENT: Staff recently asked Fuel Solutions, Inc. to provide the City with a scope of services and a fee proposal for the completion of plans and specifications pertaining to the expansion of the City’s CNG Fueling Facility project. Fuel Solutions, Inc. is uniquely qualified due to their involvement on Phase 1 of the original CNG Fueling Station project. Fuel Solutions, Inc. designed and supervised the construction of the existing CNG Fueling Facility.

City staff has civil plans on file that are about seventy five percent (75%) complete. Staff intends to complete the civil plans and is in need of a specialty consultant to design the mechanical and electrical elements of the project. The scope of services provided by Fuel Solutions, Inc. is unique in nature because staff will act as the lead consultant and will be assisted by Fuel Solutions, Inc. in their areas of expertise.

Fuel Solutions, Inc. is a Los Angeles based firm and is an industry leading consulting firm, providing design-consulting services to fleet operators throughout California. The firm has served more than 90 clients and 200 projects since 1994 with a focus on the alternative-fuel needs of the transit industry. The services and fee have been negotiated by staff in order to arrive at the specific tasks needed to finalize the construction documents.

The proposed project will more than double the City’s capacity for overnight time fill CNG fueling by adding two additional fueling canopies, one for transit buses and one for field services vehicles. The Burton School District’s bus canopy will also receive CNG time filled fueling services as part of the proposed project. Installation of solar panels on top of the south facing canopies, both existing and new, will be a part of the design proposal and will be bid as an add alternate bid.

Civil engineering design efforts include filling in existing ponds, transit bus circulation and extension of the pavement surface into the areas where the new canopies will be located. Civil engineering services also include the structural design of the new canopies along with supports for the new CNG-fueling dispensers.
Fuel Solutions, Inc.'s scope of services and fee proposal in the amount of $33,881 includes complete construction documents and specifications. Fuel Solutions, Inc. will also provide assistance during the bidding and construction phase. Attached are the Service Agreement and Fee Schedule.

Project funding includes $1,135,228 in federal money with a local match of Local Transportation Funds (LTF) in the amount of $222,046. Total project funds equate to $1,357,274 and will be available once the Federal Transportation Authority (FTA) completes the funding allocation process during the month of January 2013. Council can expect a follow up staff report at the January 15, 2013, City Council meeting seeking permission to secure Measure R Alternative Transportation Funds (MRATF) from Tulare County Transportation Authority via a "Supplemental Agreement." The agreement would then create a MRATF project local match funding mechanism instead of utilizing LTF as the funding resource.

Under FTA Circular 4220.1F, dated November 11, 2008, this sole source justification is based on the follow-up contract with Fuel Solutions, Inc. for the original design of the CNG fueling facility. The sole source justification is based on the continued development of the facility where the continued design would result in a substantial duplication of costs that would not be recovered through competition.

**RECOMMENDATION:** That the City Council:

1. Approve the attached Professional Services Agreement with Fuel Solutions, Inc. for the CNG Fueling Facility Expansion project;

2. Authorize progress payments up to 100% of the fee amount and authorize a 10% contingency to cover unforeseen design efforts; and

3. Authorize the Mayor to execute the implementation of the agreement by her signature.

**ATTACHMENTS:**
- Professional Services Agreement
- Fee Schedule
PROFESSIONAL SERVICES AGREEMENT

DATE: November 21, 2012

PARTIES: City of Porterville, a California municipal corporation, hereinafter referred to as "CITY"; and Fuel Solutions, Inc., hereinafter referred to as "CONSULTANT".

RECITALS: CITY has undertaken a project on which it is seeking assistance from CONSULTANT. Said project which will hereinafter be referred to as "project" is described as follows:

Authority to Hire: Pursuant to City Council Minute Order 08-092005

Project Name: CNG Fueling Facility Expansion Project

Description of Project: CONSULTANT proposes to work under the direction of the City of Porterville engineering department to develop a complete and detailed design for the upgrade of the City of Porterville's exiting CNG fueling facility. The result of the expansion will be to provide a minimum of (20) new "time fill" CNG dispenser locations for use by the City's expanding CNG-vehicle fleet.

The project approach will include the City's engineering department leading the design effort for the overall project, as well as for civil and structural design elements of the scope. This will include infill and paving of the existing ponds where the new canopies will be located, design oversight for the new canopies (which will generally match the two existing canopies), and structural-design support for the new CNG-fueling dispensers.

CONSULTANT will lead the design effort for the expanded CNG-dispensing and distribution system. This will include the connections to the exiting upstream CNG-supply headers, routing of the new distribution headers, location and configuration of the new time-fill dispensing stations at the canopies, and supporting electrical design for under-canopy lighting,
emergency-shutdown buttons at the new dispensing areas and solar panels.

CONSULTANTS design scope will also include a new CNG time-fill subsystem for the existing Burton School System bus-parking canopy. CNG - distribution header, eight CNG time-fill stations and a MicroMotion CNG - flow meter for metering the CNG dispensed to the Burton buses.

Consultant will also assist the City during bidding, and will also assist the City to supervise the construction work, in order to ensure compliance with the design drawings and specifications.

AGREEMENTS:

IN CONSIDERATION OF MUTUAL COVENANTS AND AGREEMENTS HEREAFTER set forth the parties hereto do contract and agree as follows:

SECTION 1. CONTRACT SERVICES: CONSULTANT hereby agrees to provide services and materials, in a timely manner as described in the Description of Project of this Agreement and as outlined in the attached document “Proposal for Design of CNG Fueling Facility Expansion for City of Porterville” received October 31, 2012, from CONSULTANT, marked and attached as Exhibit “A”, in connection with the above described project.

SECTION 2. PAYMENT: In consideration for said services and materials, CITY shall pay CONSULTANT on a time and materials basis, not to exceed Thirty-Three Thousand Eight Hundred Eighty-One Dollars, ($33,881.00) (refer to attached fee schedule).

TIME OF PAYMENT: Progress payment requests shall be submitted by the 25th of each month. CONSULTANT should receive payment within 30 days of the date the bill is received.

SECTION 3. COMPLETION DATE: The services to be performed by CONSULTANT will be commenced upon execution of this agreement, and to be completed by February 22, 2013.

SECTION 4. FAMILIARITY WITH PROJECT: CONSULTANT certifies
and agrees that it is fully familiar with all of the details of the project required to perform its services. CONSULTANT agrees it will not rely upon any opinions and representations of CITY unless CITY is the only available source of said information.

SECTION 5. INDEPENDENT CONTRACTOR: It is expressly understood that CONSULTANT is entering into this contract and will provide all services and materials required hereunder as an independent contractor and not as an employee of CITY. CONSULTANT specifically warrants that it will have in full force and effect, valid insurance covering:

(i) Full liability under worker's compensation laws of the State of California; and

(ii) Bodily injury and property damage insurance in the amount not less than Five Hundred Thousand Dollars ($500,000) per occurrence; and

(iii) Errors and Omissions insurance of Five Hundred Thousand Dollars ($500,000) minimum per claim and One Million Dollars ($1,000,000) annual aggregate, if deductible for Errors and Omissions insurance is Two Hundred Thousand Dollars ($200,000) or more, the City may require a Surety Bond for the deductible; and

(iv) Automotive liability in the amount not less than Five Hundred Thousand Dollars ($500,000) per occurrence; fully protecting CITY, its elected and appointed officers, employees, agents and assigns, against all claims arising from the negligence of CONSULTANT and any injuries to third parties, including employees of CITY and CONSULTANT. CONSULTANT agrees to indemnify, defend (at CITY'S election), and hold harmless CITY against any claims, actions or demands against CITY, and against any damages, liabilities for
personal injury or death or for loss or damage to property, or any of them arising out of negligence of CONSULTANT or any of its employees or agents.

SECTION 6. WORKMANSHP AND MATERIALS: Every part of the work herein described shall be executed in a professional manner with competent, experienced personnel. Finished or unfinished material prepared under the agreement, prepared by CONSULTANT, shall become property of CITY. CONSULTANT hereby warrants that any materials prepared under this agreement shall be fit for the intended use contemplated by the parties.

SECTION 7. ASSIGNMENT OF CONTRACT: It is acknowledged by the parties that CITY has entered into this contract with the express understanding that CONSULTANT will perform all work. CONSULTANT shall not, without the written consent of CITY, assign, transfer or sublet any portion or part of this work, nor assign any payments to others.

SECTION 8. AFFIRMATIVE ACTION: CONSULTANT will not discriminate against any employee, or applicant for employment because of race, color, religion, gender, marital status, or national origin.

SECTION 9. CONFLICT OF INTEREST CODE: CONSULTANT agrees to comply with the regulations of CITY’S “Conflict of Interest Code.” Said code is in accordance with the requirements of the Political Reform Act of 1974.

CONSULTANT covenants that it presently has no interest, and shall not have any interest, direct or indirect, which would conflict in any manner with the performance of service required hereunder. The term "conflict" shall include, as a minimum, the definition of a "conflict of interest" under the California Fair Political Practices Act and the City of Porterville Conflict of Interest Code, as that term is applied to consultants.

SECTION 10. TERMINATION: Either party for just cause may terminate this contract by giving seven (7) days written notice to the other party.
Upon termination by CITY, CITY shall be relieved of any obligation to pay for work not completed, including profit and overhead. CONSULTANT may be entitled to just and equitable compensation for satisfactory work completed, except CITY can withhold damages incurred as a result of the termination.

SECTION 11. ENTIRE CONTRACT: It is understood and agreed that this Service Agreement represents the entire Agreement between the parties. Should it be necessary to institute legal proceedings to enforce any and all of the covenants and conditions of this Agreement, the prevailing party shall be entitled to recover attorneys' fees and costs.

SECTION 12. DISPUTES; VENUE: If either party initiates an action to enforce the terms hereof or declare rights hereunder, the parties agree that the venue thereof shall be the County of Tulare, State of California. CONSULTANT hereby waives any rights it might have to remove any such action pursuant to California Code of Civil Procedure Section 394.

IN WITNESS WHEREOF, the parties have executed this Service Agreement on the date and year first above written.

CITY OF PORTERVILLE

CONSULTANT

By____________________________  By____________________________

Virginia R. Gurrola
Mayor

Reb Guthrie
Project Manager/Principal

Date__________________________  Date__________________________
Proposal for Design of CNG Fueling Facility Expansion for the City of Porterville  
Cost-Proposal Summary • October 31, 2012

<table>
<thead>
<tr>
<th>Consultant</th>
<th>Title</th>
<th>$ Rate</th>
<th>Task 1</th>
<th>Task 2</th>
<th>Task 3</th>
<th>Task 4</th>
<th>Task 5</th>
<th>Phase I - Design - Tasks 1-3</th>
<th>Phase II - Construction - Tasks 4-5</th>
</tr>
</thead>
<tbody>
<tr>
<td>Reb Guthrie</td>
<td>Project Manager, Principal</td>
<td>165.00</td>
<td>16</td>
<td>8</td>
<td>8</td>
<td>12</td>
<td>20</td>
<td></td>
<td></td>
</tr>
<tr>
<td>Faye Farahmand, P.E.</td>
<td>Project Engineer</td>
<td>148.00</td>
<td>8</td>
<td>12</td>
<td>8</td>
<td>2</td>
<td>8</td>
<td></td>
<td></td>
</tr>
<tr>
<td>Bruce Guthrie</td>
<td>Assistant Project Manager</td>
<td>139.00</td>
<td>4</td>
<td>4</td>
<td>0</td>
<td>0</td>
<td>4</td>
<td></td>
<td></td>
</tr>
<tr>
<td>Rex Barker</td>
<td>Mechanical Design Specialist</td>
<td>89.00</td>
<td>20</td>
<td>16</td>
<td>8</td>
<td>2</td>
<td>8</td>
<td></td>
<td></td>
</tr>
<tr>
<td>Staff</td>
<td>Administrative</td>
<td>48.00</td>
<td>4</td>
<td>4</td>
<td>4</td>
<td>0</td>
<td>4</td>
<td></td>
<td></td>
</tr>
<tr>
<td></td>
<td>Extended Fee by Task (FS subconsultants)</td>
<td></td>
<td>6,352</td>
<td>5,268</td>
<td>3,408</td>
<td>2,454</td>
<td>5,944</td>
<td></td>
<td></td>
</tr>
<tr>
<td></td>
<td>$15,028 $8,398</td>
<td></td>
<td></td>
<td></td>
<td></td>
<td></td>
<td></td>
<td></td>
<td></td>
</tr>
</tbody>
</table>

| Sub-Consulting       | Geotechnical (not used / by CoP) | 0      |        |        |        |        |        |                               |                                   |
|                      | Structural (provided by CoP Engineering) | 0      |        |        |        |        |        |                               |                                   |
|                      | Electrical for CNG-expansion design | 3,200  | 3,200  |        |        |        |        |                               |                                   |
|                      | Electrical for PV design        | 6,500  |        | 5,525  |        |        | 975    |                               |                                   |
|                      | Subconsulting Labor, Subtotal   | 8,725  |        |        |        |        |        |                               |                                   |
|                      | Subtotal for Consulting Labor (fixed firm fee) |        | 23,753 |        |        |        |        |                               | 9,373                            |

Other Direct Costs

<table>
<thead>
<tr>
<th>Travel:</th>
<th>Units</th>
<th>$/Unit</th>
<th>Extend</th>
</tr>
</thead>
<tbody>
<tr>
<td>Airfare (man trips)</td>
<td>1</td>
<td>275</td>
<td>275</td>
</tr>
<tr>
<td>Rent car (days)</td>
<td>0</td>
<td>52</td>
<td></td>
</tr>
<tr>
<td>Auto LA / Porterville</td>
<td>4</td>
<td>189</td>
<td>755</td>
</tr>
<tr>
<td>Lodging</td>
<td>0</td>
<td>85</td>
<td></td>
</tr>
<tr>
<td>Misc.:</td>
<td>0</td>
<td></td>
<td></td>
</tr>
<tr>
<td>Drawing reprints</td>
<td>2</td>
<td>110</td>
<td>220</td>
</tr>
<tr>
<td>Express postage</td>
<td>4</td>
<td>20</td>
<td>80</td>
</tr>
<tr>
<td>Other Costs, Subtotal</td>
<td></td>
<td></td>
<td>755</td>
</tr>
</tbody>
</table>

Subtotal by Phase (fixed labor & other direct costs) $23,753 $10,128

TOTAL All Phases (fixed labor & other direct costs) $33,881

Fuel Solutions, Inc.
12340 Santa Monica Blvd. #133
Los Angeles, CA 90025
310/204-8548

Exhibit "A"
### Proposal for Design of CNG Fueling Facility Expansion for the City of Porterville

#### Labor-Hours Details • October 31, 2012

<table>
<thead>
<tr>
<th>Consultant labor by task for design of upgrades to existing CNG fueling facility. Includes expansion of time-fill subsystem and electrical engineering for new phovoltaic power system on two new canopies. Scope includes lighting design under new canopies, with Title 24 study and data sheets as required.</th>
</tr>
</thead>
<tbody>
<tr>
<td><strong>Task 1 – Preliminary Design</strong></td>
</tr>
<tr>
<td>1.01 Review record drawings</td>
</tr>
<tr>
<td>1.02 Review and document existing CNG fueling system &amp; maint. History</td>
</tr>
<tr>
<td>1.03 Project-kickoff meeting with Owner staff</td>
</tr>
<tr>
<td>1.04 Review &amp; determine required performance &amp; features for facility</td>
</tr>
<tr>
<td>1.05 Coordinate / facilitate 50% design dwg's of photovoltaic system for canopies</td>
</tr>
<tr>
<td>1.06 Develop preliminary budgetary (equipment and const.)</td>
</tr>
<tr>
<td>1.07 Prepare preliminary/50% design-drawing package</td>
</tr>
<tr>
<td>1.08 Prepare 50% specification outline</td>
</tr>
<tr>
<td>1.09 Submit 50% design package to City of Porterville (City)</td>
</tr>
<tr>
<td>1.10 Teleconference &amp; project management (various)</td>
</tr>
<tr>
<td>Total Task 1</td>
</tr>
</tbody>
</table>

| **Task 2 – Design & Construction Documents** |
| 2.01 Meet with Owner staff to review 50% design submittal |
| 2.02 Incorporate client comments/feed back from 50% submittal |
| 2.03 Prepare 75% interim design submittal as needed |
| 2.04 Submit 75% set for review by Owner, receive and discuss comments and corrections as needed |
| 2.05 Prepare 95% design-construction drawings |
| 2.06 Prepare 95% specifications |
| 2.07 Prepare 95% cost estimate |
| 2.08 Submit 95% drawings to client & Building / Fire Officials |
| 2.09 Teleconference & project management (various) |
| Total Task 2 | 8 | 12 | 4 | 16 | 4 |

| **Task 3 – Permitting & Bid Documents** |
| 3.01 Incorporate client & Officials comments/feed back from 95% submittal |
| 3.02 Prepare 100% design-construction drawings w/ PE seal and signature, suitable for reproduction |
| 3.03 Prepare 100% specifications for CNG equipment in CSI format |
| 3.04 Prepare 100% cost estimate |
| 3.05 Revise/resubmit drawings for plan chk as required - "Bid Set" |
| 3.06 Obtain final Fire Marshal & Owner Building Dept. approval of design drawings |
| 3.07 Provide updated/final cost estimate |
| 3.08 Provide updated schedule (long lead items, etc.) |
| 3.09 Teleconference & project management (various) |
| Total Task 3 | 8 | 8 | 0 | 8 | 4 |

---

Fuel Solutions, Inc.  
12340 Santa Monica Blvd. #133  
Los Angeles, CA 90025  
310/204-8548
Consultant labor by task for design of upgrades to existing CNG fueling facility. Includes expansion of time-fill subsystem and electrical engineering for new photovoltaic power system on two new canopies. Scope includes lighting design under new canopies, with Title 24 study and data sheets as required.

### Task 4 – Bidding & Construction Award

<table>
<thead>
<tr>
<th>Activity Description</th>
<th>Principal/Project Manager</th>
<th>Project Engineer</th>
<th>Asst. Project Manager</th>
<th>Mechanical Design Specialist</th>
<th>Administrative</th>
</tr>
</thead>
<tbody>
<tr>
<td>4.01 Provide contact info for potential bidders/contractors</td>
<td></td>
<td></td>
<td></td>
<td></td>
<td></td>
</tr>
<tr>
<td>4.02 Pre-bid conference (on site or phone conference as needed)</td>
<td></td>
<td></td>
<td></td>
<td></td>
<td></td>
</tr>
<tr>
<td>4.03 Reply to technical questions from contractors during bidding</td>
<td></td>
<td></td>
<td></td>
<td></td>
<td></td>
</tr>
<tr>
<td>4.04 Teleconference &amp; project management (various)</td>
<td></td>
<td></td>
<td></td>
<td></td>
<td></td>
</tr>
</tbody>
</table>

Total Task 4: 12

### Task 5 – Construction Assistance

<table>
<thead>
<tr>
<th>Activity Description</th>
<th>Principal/Project Manager</th>
<th>Project Engineer</th>
<th>Asst. Project Manager</th>
<th>Mechanical Design Specialist</th>
<th>Administrative</th>
</tr>
</thead>
<tbody>
<tr>
<td>5.01 Review shop drawings &amp; submittals from contractor</td>
<td></td>
<td></td>
<td></td>
<td></td>
<td></td>
</tr>
<tr>
<td>5.02 Participate in construction-progress meetings via phone conference as needed</td>
<td></td>
<td></td>
<td></td>
<td></td>
<td></td>
</tr>
<tr>
<td>5.03 Respond to RFI's from contractor</td>
<td></td>
<td></td>
<td></td>
<td></td>
<td></td>
</tr>
<tr>
<td>5.04 Review onsite testing &amp; startup</td>
<td></td>
<td></td>
<td></td>
<td></td>
<td></td>
</tr>
<tr>
<td>5.05 Change orders &amp; modifications to specifications</td>
<td></td>
<td></td>
<td></td>
<td></td>
<td></td>
</tr>
<tr>
<td>5.06 Final inspections, punch list process, determine substantial completion</td>
<td></td>
<td></td>
<td></td>
<td></td>
<td></td>
</tr>
<tr>
<td>5.07 Review/verify O&amp;M manuals for all new equipment and devices</td>
<td></td>
<td></td>
<td></td>
<td></td>
<td></td>
</tr>
<tr>
<td>5.08 Review &amp; field verify contractor’s as-built field markups of design drawings</td>
<td></td>
<td></td>
<td></td>
<td></td>
<td></td>
</tr>
<tr>
<td>5.09 Prepare preliminary maintenance specs for 3rd-party maintenance contract</td>
<td></td>
<td></td>
<td></td>
<td></td>
<td></td>
</tr>
<tr>
<td>5.10 Coordinate/review facility &amp; fueling training by contractor</td>
<td></td>
<td></td>
<td></td>
<td></td>
<td></td>
</tr>
<tr>
<td>5.11 Coordinate FD-familiarization training</td>
<td></td>
<td></td>
<td></td>
<td></td>
<td></td>
</tr>
<tr>
<td>5.12 Teleconference &amp; project management (various)</td>
<td></td>
<td></td>
<td></td>
<td></td>
<td></td>
</tr>
</tbody>
</table>

Total Task 5: 20

Total, Tasks 1 – 5: 64
SUBJECT: AUTHORIZATION TO EXECUTE A CONSULTANT SERVICE AGREEMENT FOR THE REVISION OF THE JAYE STREET/MONTGOMERY AVENUE ROUNDABOUT PROJECT PLANS AND SPECIFICATIONS

SOURCE: Public Works Department - Engineering Division

COMMENT: The Jaye Street/Montgomery Avenue Roundabout Project was expected to be funded via a combination of local funds. Recently, the City was awarded a Congestion Mitigation and Air Quality (CMAQ) Grant, changing the construction sequence of several projects along the Jaye Street Corridor between State Route 190 and Gibbons Avenue.

The use of federal dollars de-obligated local funds and allowed the South Jaye Street Extension Project to move ahead of the roundabout project. The Jaye Street Roundabout plans and specifications must now be modified to reflect improvements once a part of the Jaye Street Roundabout project but now constructed as part of the Jaye Street Extension project.

Staff, with Council’s authority, designed and constructed underground utilities that spanned between the roundabout project and the street extension project. These improvements are not currently shown in the roundabout plans. In addition, the Public Safety Building proposed in the vicinity of the roundabout will require drainage connection points, utility stubs and access points to the site. All of these items of work need to be shown on the roundabout construction plans.

Staff recently met with Omni Means, the roundabout designer, to discuss the needed revisions. Omni Means has provided a fee and scope of services to perform the requested services. A copy of the fee and scope of services is included in Council’s packet for Council’s review.

The scope of services include several tasks, including assistance with bidding, processing contractor requests for information (RFI’s) during construction and providing essential engineering/construction coordination with the City’s Construction Manager. Omni Means has agreed to perform the following tasks for a fee of $29,417:

Task 1 – Project Management/Meeting.
Task 2 – Supplemental Topography.
Task 3 – Written Responses to Constructability Review.
Task 4 – Utility Coordination (City).
Task 5 – Update AutoCAD Base Drawing.
Task 6 – Update Sheet Drawings.
Task 7 – Update Cost Estimate and Bid Schedule.
Task 8 – Prepare Caltrans Encroachment Permit Application.
Task 9 - Updated PS&E Submittal.
Task 10 - Final PS&E Submittal.
Task 11 - Pre-Construction Bid Support.
Task 12 - Design Support during Construction.

The fee for Task 1 through Task 10 is $14,719. The fee for Task 11 and Task 12 is $14,698. As stated above, the project is funded by a CMAQ Grant with a federal and local share of 88.53% & 11.47% respectively.

It should be noted that it is the responsibility of the local agency to pay for any revisions to construction plans (Tasks 1 through 10). Task 11 and Task 12 is 88.53% reimbursable. The 2012/2013 Fiscal Year budget has allocated Measure R funds as the matching component. Omni Means has submitted a schedule to complete all services by the end of March 2013 if the project, as presented to Council, is awarded.

RECOMMENDATION: That City Council:

1. Authorize the Mayor to execute the Consultant Service Agreement with Omni Means at an agreed fee of $29,417 for the services described herein; and

3. Authorize progress payments up to 100% of the fee amount and authorize a 10% contingency to cover unforeseen design efforts.

ATTACHMENTS: Locator Map
Proposed Service Agreement

P:\pubworks\General\Council\Authorization to Execute a Consultant Service Agreement - Jaye Montgomery Roundabout - 2012-12-04.doc
SERVICE AGREEMENT

DATE: November 19, 2012

PARTIES: City of Porterville, a California municipal corporation, hereinafter referred to as "CITY"; and Omni Means, hereinafter referred to as "CONSULTANT".

RECITALS: CITY has undertaken a project on which it is seeking assistance from CONSULTANT. Said project which will hereinafter be referred to as "project" is described as follows:

    Project Name: Jaye Street / Montgomery Avenue Roundabout Improvements Project.

    Description of Project: In general, Consultant to provide updated plans and specifications for the Jaye Street / Montgomery Avenue Roundabout Improvements project. Details are summarized in the attached Scope of Services as Exhibit "A".

AGREEMENTS:

    IN CONSIDERATION OF MUTUAL COVENANTS AND AGREEMENTS HEREINAFTER set forth the parties hereto do contract and agree as follows:

SECTION 1. CONTRACT SERVICES: CONSULTANT hereby agrees to provide the following services and materials, in a timely manner as described:

SECTION 2. PAYMENT: In consideration for said services and materials, CITY shall pay CONSULTANT on a fixed fee not to exceed Twenty-Nine Thousand, four hundred and seventeen Dollars, ($29,417).
TIME OF PAYMENT: Progress payment requests shall be submitted by the 25\textsuperscript{th} of each month. CONSULTANT should receive payment within 30 days of the date the bill is received.

SECTION 3. COMPLETION DATE: The services to be performed by CONSULTANT will be commenced upon execution of this agreement and all "work directives" shall be completed by March 31, 2013.

The parties agree that time is of the essence under this contract. Inasmuch as it would be difficult to ascertain the actual amount of damages sustained by delay in performance of said contract, the amount of $100 per calendar day shall be deducted from the contract price for liquidated damages for each calendar day beyond the completion date listed above. Said deduction will not be made if CONSULTANT submits proof in writing that delay in completion was due to a cause beyond its control.

SECTION 4. FAMILIARITY WITH PROJECT: CONSULTANT certifies and agrees that it is fully familiar with all of the details of the project required to perform its services. CONSULTANT agrees it will not rely upon any opinions and representations of CiTY unless CiTY is the only available source of said information.

SECTION 5. INDEPENDENT CONTRACTOR: It is expressly understood that CONSULTANT is entering into this contract and will provide all services and materials required hereunder as an independent contractor.
and not as an employee of CITY. CONSULTANT specifically warrants that it will have in full force and effect, valid insurance covering:

(i) Full liability under worker's compensation laws of the State of California; and

(ii) Bodily injury and property damage insurance in the amount not less than One Million Dollars ($1,000,000) per occurrence; and

(iii) Errors and Omissions insurance of One Million Dollars ($1,000,000) minimum per occurrence, if deductible for Errors and Omissions insurance is Fifty Thousand Dollars ($50,000) or more, the City may require a Surety Bond for the deductible; and

(iv) Automotive liability in the amount not less than One Million Dollars ($1,000,000) per occurrence; fully protecting CITY, its elected and appointed officers, employees, agents and assigns, against all claims arising from the negligence of CONSULTANT and any injuries to third parties, including employees of CITY and CONSULTANT. CONSULTANT agrees to indemnify, defend (at CITY'S election), and hold harmless the CITY against any claims, actions or demands against CITY, and against any damages, liabilities for personal injury or death or for loss or damage to property, or
any of them arising out of negligence of CONSULTANT or
any of its employees or agents.

SECTION 6. WORKMANSHIP AND MATERIALS: Every part of the work
herein described shall be executed in a professional manner with
competent, experienced personnel. Finished or unfinished material
prepared under the agreement, prepared by CONSULTANT, shall become
property of CITY. CONSULTANT hereby warrants that any materials
prepared under this agreement shall be fit for the intended use
contemplated by the parties.

SECTION 7. ASSIGNMENT OF CONTRACT: It is acknowledged by the
parties that CITY has entered into this contract with the express
understanding that CONSULTANT will perform all work. CONSULTANT
shall not, without the written consent of CITY, assign, transfer or sublet
any portion or part of this work, nor assign any payments to others.

SECTION 8. AFFIRMATIVE ACTION. CONSULTANT will not
discriminate against any employee, or applicant for employment because
of race, color, religion, gender, marital status, or national origin.

SECTION 9. CONFLICT OF INTEREST CODE: CONSULTANT agrees
to comply with the regulations of CITY'S "Conflict of Interest Code". Said
code is in accordance with the requirements of the Political Reform Act of
1974.

CONSULTANT covenants that it presently has no interest,
and shall not have any interest, direct or indirect, which would conflict in any manner with the performance of service required hereunder. The term "conflict" shall include, as a minimum, the definition of a "conflict of interest" under the California Fair Political Practices Act and the City of Porterville Conflict of Interest Code, as that term is applied to consultants.

SECTION 10. TERMINATION: Either party for just cause may terminate this contract by giving seven (7) days written notice to the other party. Upon termination by CITY, CITY shall be relieved of any obligation to pay for work not completed including profit and overhead. CONSULTANT may be entitled to just and equitable compensation for satisfactory work completed, except CITY can withhold damages incurred as a result of the termination.

SECTION 11. ENTIRE CONTRACT: It is understood and agreed that this Service Agreement represents the entire Agreement between the parties. Should it be necessary to institute legal proceedings to enforce any and all of the covenants and conditions of this Agreement, the prevailing party shall be entitled to recover attorneys’ fees and costs.

SECTION 12. DISPUTES; VENUE: If either party initiates an action to enforce the terms hereof or declare rights hereunder, the parties agree that the venue thereof shall be the County of Tulare, State of California. CONSULTANT hereby waives any rights it might have to remove any such action pursuant to California Code of Civil Procedure Section 394.
IN WITNESS WHEREOF, the parties have executed this Service Agreement on the date and year first above written.

CITY OF PORTERVILLE

By __________________________
Virginia R. Gurrola, Mayor

CONSULTANT

By __________________________

Date ________________________

Date ________________________

BSR:vs
Exhibit A - Scope of Services

Jaye St/Montgomery Ave Roundabout Improvement Project

City of Porterville

November 13, 2012

This scope of services has been prepared for extra work associated with the Jaye Street/Montgomery Avenue Roundabout Improvement Project. This scope of services has been prepared at the request of the City, and includes the necessary tasks to update the plans, specifications, and estimate that were approved in February 2010. It is our understanding that the following improvements which are either in-place, or planned, require updating of the Roundabout improvement drawings.

- Planned northbound left-turn (presumably ingress only) pocket into the Sunrise Mini Mart and gas station located at the southwest corner of Jaye Street and Poplar Avenue.
- Planned development of Public Safety Building at the southeast corner of Jaye Street and Montgomery Avenue.
- Construction of southerly and easterly extensions of the City's sewer system, and the easterly extension of the City's water system.
- Construction of the southerly extension of Jaye Street.

It is anticipated that minor supplemental topographic surveying may be needed in order to verify exact locations and elevations of match points where new improvements have been installed since the preparation of the Jaye Street/Montgomery Avenue Roundabout plans.

Task 1 Project Management/Meeting.

Under this task, Omni Means will perform general project management duties including quality control, scheduling and supervising staff, coordination with the City, monthly invoicing, and record keeping. Two (2) project meetings have been included. It is anticipated that one meeting would be to discuss City comments on the updated PS&E, and one would be to coordinate an encroachment permit with Caltrans. These meetings are at the City's discretion.

Task 2 Supplemental Topography.

Omni Means' sub consultant, James Winton & Associates (who performed the original surveying on the project) will perform supplemental topography as needed to confirm exact location and elevation of project conforms in areas where new improvements have been installed since the initial surveying for the project was completed. The results of the supplemental topography surveying will be forwarded to Omni Means for incorporation into the project's base map.

Task 3 Written Responses to Constructability Review.

Omni Means will prepare a written response memorandum addressing comments that were generated by City staff as part of an internal constructability review. The memorandum will address each comment noting concurrence, nature of response (how it will be addressed), or clarification requested. It is anticipated that this will be an iterative process until all comments have been addressed in some manner.
Task 4 Utility Coordination (By City).

The City will provide an updated utility contact list for the project. Omni-Means will update the utility contacts identified on the plans. City staff will be responsible for coordinating with Southern California Edison (SCE) to verify service points, coordinate updates to their relocation plans, and revise the lighting plans as needed. The City will notify all utility companies of the proposed changes to the contract documents, and construction schedule. Any changes to the utility relocations will be handled by the City via a contract amendment.

Task 5 Update CAD Base Drawing.

This task includes updating our AutoCAD base drawing to reflect supplemental topography information, future improvements associated with the Porterville Public Safety Building, inclusion of the water and sewer pipeline extensions, design of northbound left-turn lane into the Sunrise Mini Mart, and construction of the southerly extension of Jaye Street. For the purposes of updating our base drawing, we assume that the following information will be provided in AutoCAD (.dwg) format for our use.

- Layout for planned northbound left-turn lane to Sunrise Mini Mart
- Layout for on and off-site improvements for Porterville Public Safety Building
- Layout/Profile for water and sewer line improvements

Omni Means has already obtained as-built drawings of the water and sewer line improvement plans, and the south Jaye Street extension improvement plans in portable document format (PDF). It is our understanding that CAD files for the southerly extension of Jaye Street will not be made available.

Task 6 Update Sheet Drawings.

Omni Means will update all sheet drawings based upon the information gathered in the previous tasks. It is not anticipated that additional sheets will need to be added to the previously approved plan set. This task includes identification of recently constructed improvements, identification of planned improvements, and modifications to proposed project design features.

Task 7 Update Cost Estimate and Bid Schedule.

Omni Means will update the project cost estimate, and bid schedule as needed. This task also includes verification of all project quantities, updates to unit costs, and changes to, deletion or addition of contract bid items. The bid item list and contractor's bid schedule will also be updated under this task.

Task 8 Prepare Caltrans Encroachment Permit Application.

Omni Means will prepare an encroachment permit application for work that is proposed within State right of way at the south leg of the State Route 190/Jaye Street intersection. It is assumed that the City will pay all fees associated with the Caltrans encroachment permit. At the City's option, Omni Means will serve as the City's "authorized agent" throughout the processing of the encroachment permit. This would require a letter from the City designating Omni Means as the City's "authorized agent" for the project.

Task 9 Updated PS&E Submittal.

Under this task, Omni Means will submit the updated PS&E package to the City for review and comment. In addition, the draft Caltrans encroachment permit application will be submitted to District 6 for evaluation. The draft Caltrans encroachment permit application will be accompanied by the updated PS&E package.
Task 10 Final PS&E Submittal.

Under this task, Omni Means will address comments received from the City on the updated PS&E package, and prepare the Final PS&E package for submittal to the City for advertisement for construction. This task also includes a single round of responses to any comments provided by Caltrans with regard to the draft encroachment permit application. This task includes only one review by the City and Caltrans, and one round of responses by Omni Means. Additional comments received after the initial round of comments have been addressed will be addressed only with the City's prior authorization, and would be subject to an additional fee.

Task 11 Pre-construction Bid Support.

The City of Porterville will advertise and award this project. Omni Means will be available to assist during this process as described below:

- Assist the City in preparing a Notice to Bidders and attend a pre-bid meeting to answer questions from prospective bidders.
- Support the City during the bidding process by providing answers to Contractor inquiries and issuing addenda, if required, as the result of bidder inquiries.
- Review bids and provide recommendation.

Task 12 Design Support During Construction.

Under this task, engineering support will be provided on an as-requested basis to respond to the requests from the City of Porterville's Resident Engineer (RE). These requests include requests for information, review of material submittals, interpretation of plans and specifications, plan changes and revisions, review of shop drawings, and other construction related requests. Also included in this task is attendance at periodic project progress meetings and field meetings.

12.1 Project Management and Coordination

Omni Means will be available to respond to the RE to resolve issues during construction of the project. Also included in this task are the project management duties for the work performed under this agreement.

12.2 Respond to Requests for Information

Omni Means will provide support to the RE in response to requests for information from the construction contractor, the need for interpretation of the intent of the construction documents, and the need to provide information to respond to any other requests for information.

12.3 Review Submittals

Omni Means will review specific material submittals for specialty items as requested by the RE.

12.4 Progress and Field Meetings

Omni Means will attend the pre-construction conference. Attendance at project progress meetings and field meetings will be as requested by the RE. For budgeting purposes attendance at 4 meetings is assumed.
12.5 Changes and Revisions
Changes and revisions to the project plans may be required due to differing site conditions encountered in the field during construction, City initiated revisions, Contractor Cost Reduction Proposals, or changes to staged construction. Under this task Omni Means will revise the project plans as needed to address the differing conditions or accommodate the requested changes.

12.6 Technical Support of Contract Change Orders
Omni Means will provide technical support for construction contract change orders.

12.7 Record Drawings
The construction contractor will be required by the City to maintain a set of “As-Built” mark-up drawings to be referenced by Omni Means during the preparation of record drawings. Omni Means will prepare record drawings based on the RE’s and contractor’s as-built mark-ups. The record drawings will be prepared in accordance with City requirements.
### Exhibit B - Project Budget

**Jay St/Montgomery Ave Roundabout Improvement Project**  
Project Budget - Update PS&E  
13-Nov-12  
City of Porterville

<table>
<thead>
<tr>
<th>Task</th>
<th>Work Item</th>
<th>PM3</th>
<th>PM1</th>
<th>ENG</th>
<th>LLA</th>
<th>TECH</th>
<th>Reimbursable Expenses</th>
<th>Outside Services (Winton)</th>
<th>Total Hours</th>
<th>Total $</th>
</tr>
</thead>
<tbody>
<tr>
<td>Task 1</td>
<td>Project Management &amp; Meetings</td>
<td>8</td>
<td></td>
<td></td>
<td></td>
<td></td>
<td>$100</td>
<td>$770</td>
<td>8</td>
<td>$1,260</td>
</tr>
<tr>
<td>Task 2</td>
<td>Supplemental Topography</td>
<td>1</td>
<td></td>
<td></td>
<td></td>
<td></td>
<td></td>
<td></td>
<td>1</td>
<td>$915</td>
</tr>
<tr>
<td>Task 3</td>
<td>Response to Comments Memo</td>
<td>2</td>
<td></td>
<td></td>
<td></td>
<td></td>
<td></td>
<td></td>
<td>2</td>
<td>$290</td>
</tr>
<tr>
<td>Task 4</td>
<td>Utility Coordination (By City)</td>
<td></td>
<td></td>
<td></td>
<td></td>
<td></td>
<td></td>
<td></td>
<td>0</td>
<td>$0</td>
</tr>
<tr>
<td>Task 5</td>
<td>Update CAD Base Drawing</td>
<td>2</td>
<td>4</td>
<td></td>
<td></td>
<td></td>
<td></td>
<td></td>
<td>6</td>
<td>$638</td>
</tr>
<tr>
<td>Task 6</td>
<td>Update Sheet Drawings</td>
<td>4</td>
<td>24</td>
<td>4</td>
<td>40</td>
<td>40</td>
<td></td>
<td></td>
<td>72</td>
<td>$5,840</td>
</tr>
<tr>
<td>Task 7</td>
<td>Update Cost Estimate &amp; Bid Schedule</td>
<td>1</td>
<td>4</td>
<td>1</td>
<td></td>
<td></td>
<td></td>
<td></td>
<td>6</td>
<td>$646</td>
</tr>
<tr>
<td>Task 8</td>
<td>Caltrans Encroachment Permit</td>
<td>2</td>
<td>12</td>
<td></td>
<td></td>
<td></td>
<td></td>
<td></td>
<td>14</td>
<td>$1,334</td>
</tr>
<tr>
<td>Task 9</td>
<td>Draft Final PS&amp;E Submittal</td>
<td>2</td>
<td>2</td>
<td>2</td>
<td></td>
<td>2</td>
<td></td>
<td>$100</td>
<td>6</td>
<td>$692</td>
</tr>
<tr>
<td>Task 10</td>
<td>Final PS&amp;E Submittal</td>
<td>3</td>
<td>16</td>
<td>1</td>
<td>16</td>
<td>16</td>
<td></td>
<td>$100</td>
<td>36</td>
<td>$3,104</td>
</tr>
</tbody>
</table>

**Sub-total (Hours)**: 18 + 53 + 110 + 6 + 58 = 245  
**Sub-total (Fee)**: $2,862 + $7,685 + $9,570 + $918 + $3,712 = $29,417
SUBJECT: INTENT TO SET A PUBLIC HEARING FOR REIMBURSEMENT AGREEMENTS FOR CONCRETE IMPROVEMENT CONSTRUCTION BY THE CITY—W. NORTH GRAND AVENUE RECONSTRUCTION PROJECT—SR 65 TO RAILROAD TRACKS

SOURCE: Public Works Department - Engineering Division

COMMENT: At the November 20, 2012, Council meeting, staff requested that City Council set a public hearing for December 4, 2012. The public hearing is for reimbursement agreements for concrete improvement construction by the City for the W. North Grand Reconstruction Project—SR 65 to Railroad Tracks.

In order to comply with City policy regarding proper notification, the public hearing should have been scheduled for December 18, 2012.

RECOMMENDATION: That the City Council:

1. Set a Public Hearing for December 18, 2012, according to the Mitigation Fee Act, for the establishment of the concrete reimbursement fee; and

2. Authorize staff to notify all affected property owners of the Public Hearing, via certified mail, including the concrete reimbursement amount.

ATTACHMENTS: Locator Map Fee Spreadsheet

P:\pubwork\General\Council\Intent to Set Public Hearing for Reimbursement-W North Grand Ave Project-Hwy 65 to Railroad 2012-12-04.doc

Item No. 6
### Exhibit "B"  
**W North Grand Reconstruction Project - Hwy 65 to RR**  
Reimbursement for City Installed Improvements

<table>
<thead>
<tr>
<th>APN</th>
<th>OWNER-Property Address</th>
<th>Owner Address</th>
<th>Curb\Gutter</th>
<th>Sidewalk</th>
<th>Driveway</th>
<th>Total</th>
</tr>
</thead>
<tbody>
<tr>
<td>243-190-012</td>
<td>John Law Inc. - 952 W North Grand Ave</td>
<td>720 E Worth Ave. SP166, Porterville, CA 93257</td>
<td>$7,676.25</td>
<td>$0.00</td>
<td>$2,822.40</td>
<td>$10,498.65</td>
</tr>
<tr>
<td>243-190-020</td>
<td>Union Pacific RR - No address listed</td>
<td>1416 Dodge St., Omaha, NE 68179</td>
<td>$2,035.50</td>
<td>$0.00</td>
<td>$0.00</td>
<td>$2,035.50</td>
</tr>
<tr>
<td>243-210-014</td>
<td>Randall Carroll - 917 W North Grand Ave</td>
<td>981 W. North Grand Avenue, Porterville, CA 93257</td>
<td>$0.00</td>
<td>$0.00</td>
<td>$9,330.00</td>
<td>$9,330.00</td>
</tr>
<tr>
<td><strong>Totals</strong></td>
<td></td>
<td></td>
<td></td>
<td></td>
<td></td>
<td><strong>$21,864.15</strong></td>
</tr>
</tbody>
</table>
SUBJECT: REVISED CHRISTMAS EVE LIBRARY HOURS

SOURCE: PARKS AND LEISURE SERVICES DEPARTMENT

COMMENT: Staff requests that City Council authorize the revision of public service hours for December 24, 2012, allowing the library to close at 5:30pm instead of 8pm. Historically, December 24 has low library visits, computer usage, circulation, and typically operates with few staff since overall usage is very low. Staff will use their vacation time or alter their work schedule to account for the shorter work day. Signage will be posted for the public and no library materials will be due on this day if Council gives approval.

RECOMMENDATION: That Council authorize the closing of the Library at 5:30pm on Christmas Eve.
SUBJECT: AMENDMENT TO EMPLOYEE PAY AND BENEFIT PLAN – PORTERVILLE CITY EMPLOYEES ASSOCIATION

SOURCE: ADMINISTRATIVE SERVICES DEPARTMENT / HUMAN RESOURCES

COMMENT: Within the scope of the Meyers-Milius-Brown Act, City representatives have concluded the factfinding process with the Porterville City Employees Association (PCEA). The process concluded with the parties reaching a tentative agreement. Based on the terms of the Tentative Agreement, a Memorandum of Understanding has been prepared for signature.

City Council acceptance and approval of a Memorandum of Understanding is most commonly demonstrated by Council authorization, via resolution, to change or amend, when applicable, those documents as are necessarily known to implement the points of agreement contained in the Memorandum of Understanding.

RECOMMENDATION: That the City Council approve the attached draft resolution amending the Employee Pay and Benefit Plan.

ATTACHMENT: Draft Resolution
RESOLUTION NO. _____-2012

A RESOLUTION OF THE CITY COUNCIL OF THE CITY OF PORTERVILLE AMENDING THE EMPLOYEE PAY AND BENEFIT PLAN

WHEREAS, the City Council has determined and reiterated that an Employee Pay and Benefit Plan, Classification Plan, Personnel System Rules and Regulations, Health Plan and Retirement Plan are essential for the proper administration of the City’s affairs, including employee recruitment and retention, and for proper supervision of City Employees; and

WHEREAS, the City Council recognizes the necessity of amending and/or changing the contents of such plans and regulations from time to time, and of keeping provisions thereof current, and to maintain the relevancy of the same; and

WHEREAS, there has been concurrence and a signed Memorandum of Understanding through the Fact Finding process with the Porterville City Employees Association for the period from July 1, 2012, until June 30, 2014, covering provisions to amend the Employee Pay and Benefit Plan, as they relate to employees holding position represented by such recognized employee organization.

NOW, THEREFORE, BE IT RESOLVED, by the City Council of the City of Porterville that the Employee Pay and Benefit Plan, for employees holding positions represented by the aforementioned recognized employee organization, is hereby amended as follows:

I. TERM OF MEMORANDUM OF UNDERSTANDING

Twenty-four months, i.e., from July 1, 2012, until June 30, 2014.

II. STRATEGIC RETIREMENT ADVISORS

Effective immediately, the City will contract with Strategic Retirement Advisors, LLC to provide employees represented by PCEA with an additional investment advisor vendor.
III. SALARIES

Effective on the first pay period following the date of a fully executed Memorandum of Understanding, PCEA employees shall receive a three percent (3%) salary increase to eliminate the three percent (3%) salary reduction implemented on PCEA Employees July 1, 2012.

Effective January 1, 2014, PCEA Employees shall receive a two percent (2%) salary increase. The City shall have the right to re-open on this item only if the City exercises its right to re-open on salary with other bargaining units that have salary re-openers.

IV. CALIFORNIA PUBLIC EMPLOYEES RETIREMENT SYSTEM (CalPERS)

Effective on the first pay period following the date of a fully executed Memorandum of Understanding, PCEA Employees shall pay three percent (3%) towards the PERS Employer Contribution Rate.

Effective 01-01-13, PCEA Employees shall pay an additional one percent (1%) towards the PERS Employer Contribution Rate.

V. HEALTH PLAN DOCUMENT UPDATE (MEDICARE ELIGIBILITY)

Over the past year, federal lawmakers have proposed plans to increase the Medicare eligibility age from 65 to 67. In anticipation of such an amendment to Medicare, the City agrees to amend the City’s Health Plan Document to extend available coverage to Employees from age 65 until Medicare-eligible; however Employees shall bear the cost of such extended coverage. Because the cost and rate structure of said amendment have yet to be determined, the City agrees to re-open negotiations on this item to determine same.

VI. WORKERS COMPENSATION BENEFIT

Effective on the first pay period following the date of a fully executed Memorandum of Understanding, the Workers Compensation benefit provided by the City to PCEA Employees shall be modified to provide no additional benefits other than those required by applicable State law.

VII. EDUCATIONAL INCENTIVE

During the term of this Memorandum of Understanding, if the City agrees to any educational incentive pay to bargaining units that currently do not receive educational incentive pay, then PCEA may re-open this issue with the City.
VIII. **2014-2015 NEGOTIATIONS**

IX. **STATEMENT OF CONTINUING BENEFITS AND WORKING CONDITIONS**
Benefits and working conditions as were previously agreed upon through the Meet and Confer process, and subsequently approved and implemented by appropriate authority shall, unless herein expressly modified or eliminated, remain in effect until such time as they are subsequently modified or eliminated through the Meet and Confer process and similarly approved by appropriate authority.

BE IT FURTHER RESOLVED that the Mayor of the City of Porterville is hereby authorized to execute those documents as are necessary to implement the provisions hereof.

PASSED, APPROVED, AND ADOPTED this _____ day of December, 2012.

________________________________________
Virginia Gurrola, Mayor

ATTEST:

John D. Lollis, City Clerk

By __________________________
Patrice Hildreth, Chief Deputy City Clerk
SUBJECT: AMENDMENT TO EMPLOYEE PAY AND BENEFIT PLAN – PORTERVILLE CITY EMPLOYEES ASSOCIATION

SOURCE: ADMINISTRATIVE SERVICES DEPARTMENT / HUMAN RESOURCES

COMMENT: Within the scope of the Meyers-Milias-Brown Act, City representatives have concluded the factfinding process with the Porterville City Employees Association (PCEA). The process concluded with the parties reaching a tentative agreement. Based on the terms of the Tentative Agreement, a Memorandum of Understanding has been prepared for signature.

City Council acceptance and approval of a Memorandum of Understanding is most commonly demonstrated by Council authorization, via resolution, to change or amend, when applicable, those documents as are necessarily known to implement the points of agreement contained in the Memorandum of Understanding.

RECOMMENDATION: That the City Council approve the attached draft resolution amending the Employee Pay and Benefit Plan.

ATTACHMENT: Draft Resolution

Item No. 8
RESOLUTION NO. _____-2012

A RESOLUTION OF THE CITY COUNCIL OF THE CITY OF PORTERVILLE
AMENDING THE EMPLOYEE PAY AND BENEFIT PLAN

WHEREAS, the City Council has determined and reiterated that an Employee Pay and
Benefit Plan, Classification Plan, Personnel System Rules and Regulations, Health Plan and
Retirement Plan are essential for the proper administration of the City's affairs, including
employee recruitment and retention, and for proper supervision of City Employees; and

WHEREAS, the City Council recognizes the necessity of amending and/or changing the
contents of such plans and regulations from time to time, and of keeping provisions thereof
current, and to maintain the relevancy of the same; and

WHEREAS, there has been concurrence and a signed Tentative Agreement through the
Fact Finding process with the Porterville City Employees Association for the period from July 1,
2012, until June 30, 2014, covering provisions to amend the Employee Pay and Benefit Plan, as
they relate to employees holding position represented by such recognized employee organization.

NOW, THEREFORE, BE IT RESOLVED, by the City Council of the City of Porterville
that the Employee Pay and Benefit Plan, for employees holding positions represented by the
aforementioned recognized employee organization, is hereby amended as follows:

I. TERM OF MEMORANDUM OF UNDERSTANDING

Twenty-four months, i.e., from July 1, 2012, until June 30, 2014.

II. STRATEGIC RETIREMENT ADVISORS

Effective immediately, the City will contract with Strategic Retirement Advisors,
LLC to provide employees represented by the Management and Confidential
Series with an additional investment advisor vendor.
III. **SALARIES**

Effective on the first pay period following the date of a fully executed Memorandum of Understanding, PCEA employees shall receive a three percent (3%) salary increase to eliminate the three percent (3%) salary reduction implemented on PCEA Employees July 1, 2012.

Effective January 1, 2014, PCEA Employees shall receive a two percent (2%) salary increase. The City shall have the right to re-open on this item only if the City exercises its right to re-open on salary with other bargaining units that have salary re-openers.

IV. **CALIFORNIA PUBLIC EMPLOYEES RETIREMENT SYSTEM (CalPERS)**

Effective on the first pay period following the date of a fully executed Memorandum of Understanding, PCEA Employees shall pay three percent (3%) towards the PERS Employer Contribution Rate.

Effective 01-01-13, PCEA Employees shall pay an additional one percent (1%) towards the PERS Employer Contribution Rate.

V. **HEALTH PLAN DOCUMENT UPDATE (MEDICARE ELIGIBILITY)**

Over the past year, federal lawmakers have proposed plans to increase the Medicare eligibility age from 65 to 67. In anticipation of such an amendment to Medicare, the City agrees to amend the City’s Health Plan Document to extend available coverage to Employees from age 65 until Medicare-eligible; however Employees shall bear the cost of such extended coverage. Because the cost and rate structure of said amendment have yet to be determined, the City agrees to re-open negotiations on this item to determine same.

VI. **WORKERS COMPENSATION BENEFIT**

Effective on the first pay period following the date of a fully executed Memorandum of Understanding, the Workers Compensation benefit provided by the City to PCEA Employees shall be modified to provide no additional benefits other than those required by applicable State law.

VII. **EDUCATIONAL INCENTIVE**

During the term of this Memorandum of Understanding, if the City agrees to any educational incentive pay to bargaining units that currently do not receive educational incentive pay, then PCEA may re-open this issue with the City.
VIII. **2014-2015 NEGOTIATIONS**

IX. **STATEMENT OF CONTINUING BENEFITS AND WORKING CONDITIONS**
Benefits and working conditions as were previously agreed upon through the Meet and Confer process, and subsequently approved and implemented by appropriate authority shall, unless herein expressly modified or eliminated, remain in effect until such time as they are subsequently modified or eliminated through the Meet and Confer process and similarly approved by appropriate authority

BE IT FURTHER RESOLVED that the Mayor of the City of Porterville is hereby authorized to execute those documents as are necessary to implement the provisions hereof.

PASSED, APPROVED, AND ADOPTED this _____ day of December, 2012.

__________________________
Virginia Gurrola, Mayor

ATTEST:

John D. Lollis, City Clerk

By________________________
Patrice Hildreth, Chief Deputy City Clerk
COUNCIL AGENDA: December 4, 2012

SUBJECT: REVIEW OF LOCAL EMERGENCY STATUS

SOURCE: Administration

COMMENT: In accordance with the City Council’s Resolution of Local Emergency adopted on December 21, 2010, and pursuant to Article 14, Section 8630 of the California Emergency Services Act, the Council must review the status of its local emergency at every regularly scheduled meeting and make a determination whether to continue or terminate the local emergency declaration.

Since its last review on November 20, 2012, City staff has continued its coordination with both State and Federal representatives in having made claims for reimbursement for public areas reported as suffering flood damage. An estimated total of $361,750 in damage repair projects were defined and accepted by both State (CEMA) and Federal (FEMA) emergency agencies, which after final FEMA administrative review, a total of approximately $270,000 was approved. Although all repair projects were originally to be completed by no later than July 2012, the City has received a one (1)-year extension to July 2013.

At its meeting on October 16, 2012, the City Council awarded a contract in the amount of $95,391.71 to Greg Bartlett Construction (Porterville), beginning CEMA repairs to Plano Street (south of Thurman Avenue), El Granito Street (near Zalud Park), E. Grand Avenue (at Henrahan Street), and W. Grand Avenue (at Hawaii Street).

RECOMMENDATION: That the Council:
1. Receive the status report and review of the designated local emergency; and
2. Pursuant to the requirements of Article 14, Section 8630 of the California Emergency Services Act, determine that a need exists to continue said local emergency designation.

ATTACHMENT: None

Item No. 9
SUBJECT: WALGREENS PHARMACY AT HENDERSON AVENUE AND PROSPECT STREET (PRC 2012-010)

SOURCE: COMMUNITY DEVELOPMENT DEPARTMENT - PLANNING DIVISION

COMMENT: The applicant is requesting approval of a General Plan Amendment, Zone Change and Conditional Use Permit to facilitate the development of a 1.79± acre site for a new 14,550± square foot Walgreens Pharmacy at the northeast corner of Henderson Avenue and Prospect Street.

The proposed General Plan Amendment and Zone Change are supported by staff due to the logical pattern continued by the proposed action. The intersection of Henderson Avenue and Prospect Street has long been a major commercial corner in the city, and commercial uses extend north and south of the intersection on all other corners at dimensions consistent with what is now proposed for the northeast corner. Approval of the General Plan Amendment and Zone Change would bring the current zoning of the subject parcels into consistency and compliance with the proposed use.

The present land use and zoning for the subject 1.79± acre site is split between CR (Retail Centers) [1.23± acres] and RM-3 (High Density Residential) [0.56± acres] and is being proposed to change entirely to CR (Retail Centers). Land uses surrounding the project area are primarily commercial to the south, east, and west, with high- and medium-density residential to the north of the project. The applicant is requesting approval of a Conditional Use Permit to authorize the sale of alcohol under a Type 21 off-sale beer, wine and distilled spirits license. Additionally, prior to development, a parcel merger will be required to configure the subject three (3) parcels for project as proposed. The requested Zone Change would be contingent on the Lot Line Adjustment to consolidate the project parcels in order to be effective.

The proposed pharmacy is allowed by right in the CR Zone. However, the sale of alcohol requires a Conditional Use Permit. The project lies in Tract 55.02, which currently has eight (8) other alcohol licenses. The Department of Alcoholic Beverage Control (ABC) verified that ten (10) off-sale licenses are allowed in the tract area before the area is deemed over-concentrated. The census tract boundary in the project area is Henderson Avenue, and the census tracts to the south and east are over-concentrated with off-sale licenses. The nearest sensitive use is the First Christian Church of Porterville 550± feet north of the project site at the south east corner of Prospect Street and Mulberry Avenue.

RECOMMENDATION: That the City Council:

1. Adopt the draft resolution approving a Negative Declaration of environmental impact; and
2. Adopt the draft resolution approving a General Plan Amendment to change APN 246-111-008 land use designation from High Density Residential to Retail Center; and

3. Approve the draft ordinance approving Zone Change for APN 246-111-008 from High Density Residential Zone to Retail Center Zone contingent upon General Plan Amendment; and

4. Waive further reading of the draft ordinance, approving the Zone Change, and order it to print; and

5. Adopt the draft resolution containing findings and conditions in support of approval of Conditional Use Permit for a Type 21 off-sale alcohol license within Census Tract 35.02 for the proposed Walgreens Pharmacy at the northeast corner of Henderson Avenue and Prospect Street contingent upon Zone Change and General Plan Amendment.

ATTACHMENTS: Complete Staff Report
STAFF REPORT

TITLE: GENERAL PLAN AMENDMENT, ZONE CHANGE AND CONDITIONAL USE PERMIT (PRC 2012-010 WALGREENS PHARMACY)

APPLICANT: Doug Mighell
Stantec Architecture
1383 N. Mcdowell Blvd., Suite 250
Petaluma, CA 94954

PROJECT LOCATION: Northeast corner of Henderson Avenue and Prospect Street

SPECIFIC REQUEST: The applicant is requesting approval of a General Plan Amendment, Zone Change and Conditional Use Permit for development of a 1.79± acre site. The development proposes a new 14,550± square foot Walgreens Pharmacy at the northeast corner of Henderson Avenue and Prospect Street.

The proposed General Plan Amendment and Zone Change are supported by staff due to the logical pattern continued by the proposed action. The intersection of Henderson Avenue and Prospect Street has long been a major commercial corner in the city, and commercial uses extend north and south of the intersection on all other corners at dimensions consistent with what is now proposed for the northeast corner. Approval of the General Plan Amendment and Zone Change would bring the current zoning of the subject parcels into consistency and compliance with the proposed use.

The present land use and zoning for the subject 1.79± acre site is split between CR (Retail Centers) [1.23± acres] and RM-3 (High Density Residential) [0.56± acres] and is being proposed to change entirely to CR (Retail Centers). The applicant is requesting approval of a Conditional Use Permit to authorize the sale of alcohol under a Type 21 off-sale beer, wine and distilled spirits license. Additionally, prior to development, a parcel merger will be required to configure the subject three (3) parcels for project as proposed. The requested Zone Change would be contingent on the Lot Line Adjustment to consolidate the project parcels in order to be effective.

The proposed pharmacy is permitted by right in the CR Zone. The sale of alcohol requires a Conditional Use Permit. The project lies in Tract 35.02, which currently has eight (8) other alcohol licenses (1 on-sale and 7 off-sale). The Department of Alcoholic Beverage Control (ABC) verified that ten (10) off-sale licenses are allowed in the tract area before the area is deemed over concentrated. The census tract boundary in the project area is Henderson Avenue, and the census tracts to the south and east are over-concentrated. Census alcohol permit concentrations are calculated based on population.

HISTORY: For more than twenty-five years, the northeast corner of Henderson Avenue and Prospect Street has been an active commercial corner. Initially it was a "7-Eleven" mini-mart with gas pumps and additional retail lease spaces, the corner has evolved into a strip mall of check cashing, salon, nutrition and tax preparation businesses. The existing circulation is poor
and limited by nature of design and frontage along Henderson Avenue and Prospect Street. The
adjacent property to the north was occupied by a residence several years ago but has since been
cleared by the owner for the purposes of attracting development. The parcel furthest north has
remained a residential use and been occupied predating most of the urban development in the
immediate area; that residence is now vacant. The proposed project plans to consolidate the
properties and develop the site as one pharmacy with drive-thru facility.

PROJECT DETAILS: The site selected for a proposed Walgreens Pharmacy with a drive-
through and an off-sale alcohol license is currently vacant and located on multiple parcels that
will require a lot merger to consolidate the parcels.

The colors and finish of the proposed development will completely update and improve visibility
at the commercial corner. The new retail store proposes a modern design with colors of white,
soft beige, tan, and fog tones. The concrete masonry building, framed pilasters and pop-outs will
have a painted stucco finish. Other building finishes include anodized blue aluminum trim, clear
anodized aluminum storefront and sunshades. Sign faces will compliment the building with red
metal returns. Steel trellises attached to the building with live plant vines will provide
enhancements and further help break up bare walls. The lower wall sections will be brown split
face block approximately three and half feet high around the entire building. Additionally,
increased landscaping will be installed along Henderson Avenue throughout the parking lot and
median areas.

The proposed site plan meets City parking standards, and the layout allows additional
landscaping near the pharmacy drive-thru. The building design, as proposed, provides a fresh and
modern look that aesthetically improves the site as well as develops two vacant and underutilized
parcels.

STAFF ANALYSIS: Although the use of a pharmacy is allowed by right in the Retail
Center Zone, the project as proposed requires a Conditional Use Permit per Development
Ordinance Section 301.03 “Alcohol Beverage Sales.” While the City’s Development Ordinance
does not have proximity restrictions to sensitive uses (i.e. schools and churches), over the last
several years the City Council has been sensitive and protective of surrounding uses. Consistent
with recent projects, conditions have been placed on the draft resolution restricting outdoor
advertising, restricting access to distilled spirits to employees, and requiring Council approval of
changes regarding alcohol storage, sales and licensing. Attachment 4 represents the proximity of
some of the existing alcohol permits adjacent to the subject site, but does not include the entire
representation of active alcohol licenses per census tract.

In the subject Census Tract (35.02), nine (9) on-sale and ten (10) off-sale licenses are permitted.
Currently, one (1) on-sale license and seven (7) off-sale licenses exist within the census tract.
Eight (8) more on-sale and three (3) more off-sale licenses would be allowed, respectively.
Adjacent census tracts include 36.01 to the southwest, 36.02 directly to the south, 37 to the east,
and 38 to the southeast.

In Census Tract 36.01, six (6) on-sale licenses and seven (7) off-sale licenses are permitted.
Currently, one Veteran’s club and one off-sale beer and wine license exist. Additional on-sale
and off-sale licenses would be allowed.
Similarly, in Census Tract 36.02, seven (7) off-sale licenses and six (6) on-sale licenses are permitted. Currently, thirteen (13) off-sale licenses and three (3) on-sale licenses exist within the census tract. The census tract is over-concentrated with off-sale licenses; however, three (3) more on-sale licenses would be allowed.

In Census Tract 37, five (5) off-sale licenses and five (5) on-sale are permitted. Currently, seven (7) off-sale licenses, nine (9) on-sale licenses, and one Veteran’s Club license exist within the census tract. The census tract is over-concentrated with both on-sale and off-sale licenses.

In Census Tract 38.01, three (3) off-sale licenses and two (2) on-sale licenses are permitted. Currently, four (4) off-sale licenses and one (1) on-sale license exist with in the census tract. The census tract is over-concentrated with off-sale licenses and one (1) more off-sale license would be allowed.

The development is within 600 feet (but not less than 500 feet) of one sensitive use - the First Christian Church - approximately 550 feet to the north at the corner of Prospect Street and Mulberry Avenue. There is not a distance requirement in the Development Ordinance between an off-sale alcohol sales establishment and a sensitive use.

SURROUNDING LAND USES AND ZONING:

NORTH: City – RM-3 and PD (High Density Residential and Planned Development) Multi Family Condominium Apartments and the First Christian Church of Porterville
EAST: City – CR (Retail Centers Zone) Commercial Uses – Retail, Restaurants, and Convenience Markets
WEST: City – CR (Retail Centers Zone) Commercial Uses – Drive-through Coffee and vacant commercial buildings
SOUTH: City – CR (Retail Centers Zone) Commercial Uses – Convenience Market, Offices, vacant land, Credit Union, Restaurant and retail beyond

GENERAL PLAN DESIGNATION AND ZONING: The subject site is designated Retail Centers on the two parcels nearest Henderson Avenue (1.23± acres total), and High Density Residential for the northern parcel (0.56± acres). The proposed General Plan Amendment and Zone Change are supported by staff due to the logical pattern continued by the proposed action. The intersection of Henderson Avenue and Prospect Street has long been a major commercial corner in the city, and commercial uses extend north and south of the intersection on all other corners at dimensions consistent with what is now proposed for the northeast corner. Approval of the General Plan Amendment and Zone Change would bring the current zoning of the subject parcels into consistency and compliance with the proposed use.

ENVIRONMENTAL: On October 30, 2012, the Environmental Coordinator made a preliminary determination that a Negative Declaration would be appropriate for the Project. The Initial Study has been transmitted to interested agencies, groups and individuals for review and comment. The review period ran for twenty (20) days from November 10, 2012, to November 30, 2012. As of the submittal of this report, no comments were received.

DATE FILED FOR PROJECT REVIEW PROCESS: June 1, 2012
RECOMMENDATION: That the City Council:

1. Adopt the draft resolution approving a Negative Declaration of environmental impact;
2. Adopt the draft resolution approving a General Plan Amendment to change APN 246-111-008 land use designation from High Density Residential to Retail Center;
3. Approve the draft ordinance approving Zone Change for APN 246-111-008 from High Density Residential Zone to Retail Center Zone, contingent upon General Plan Amendment;
4. Waive further reading of the draft ordinance, approving the Zone Change, and order it to print;
5. Adopt the draft resolution containing findings and conditions in support of approval of Conditional Use Permit for a Type 21 off-sale alcohol license within Census Tract 35.02 for the proposed Walgreens Pharmacy at the northeast corner of Henderson Avenue and Prospect Street contingent upon Zone Change and General Plan Amendment.

ATTACHMENTS:

1. Project Location Map
2. Site Plan
3. Elevation Plan
4. Census Tract Map
5. Draft Resolution adopting a Negative Declaration
6. Draft Resolution for General Plan Amendment
7. Draft Ordinance for Zone Change
8. Draft Resolution of Approval for Conditional Use Permit 2012-10
City of Porterville Active Alcohol Licenses

Westfield Ave
35.02
Prospect Street
Henderson Avenue
Proposed Walgreens

Morton Avenue
36.02

Indiana Street
HWY 65
37

38.01

Type 21
OFF SALE GENERAL - BEER WINE AND DISTILLED SPIRITS
Type 20
OFF SALE BEER AND WINE
Type 40
ON SALE BEER - BAR
Type 41
ON SALE BEER AND WINE - EATING PLACE
Type 42
ON SALE BEER AND WINE - PUBLIC PREMISES (BAR/NIGHT CLUB)
Type 47
ON SALE GENERAL - EATING PLACE (RESTAURANT)
Type 48
ON SALE GENERAL - PUBLIC PREMISES (BAR/NIGHT CLUB)
Type 50
CLUB/VETERANS CLUB

Attachment 4
RESOLUTION NO. __________

A RESOLUTION OF THE CITY COUNCIL OF THE CITY OF PORTERVILLE
CONTAINING FINDINGS IN SUPPORT OF APPROVAL OF A
NEGATIVE DECLARATION OF ENVIRONMENTAL IMPACT
FOR THE GENERAL PLAN AMENDMENT, ZONE CHANGE,
AND CONDITIONAL USE PERMIT
FOR A PROPOSED WALGREENS PHARMACY

WHEREAS: The City Council of the City of Porterville at its regularly scheduled
meeting of December 4, 2012, conducted a public meeting to consider approval of the Negative
Declaration which evaluates the environmental impacts of a General Plan amendment from High
Density Residential to Retail Centers for a 0.56± acre parcel, a Zone Change from RM-3 (High
Density Residential) to CR (Retail Centers) Zone for a 0.56± acre parcel, and a Conditional Use
Permit for the proposed off-sale of alcohol at a project located on the east side of Prospect Street,
north of Henderson Avenue; and

WHEREAS: The project proposes a General Plan amendment from High Density
Residential to Retail Centers and a Zone Change from RM-3 (High Density Residential) to CR
(Retail Centers) for a 0.56± acre parcel (APN 246-111-008). The subject site is being considered
for development with the adjacent parcels to the south with contiguous ownership for
development of a pharmacy; and

WHEREAS: The project parcels are developed as follows: APN 246-111-008 is
occupied with a vacant single family residence, APN 246-111-007 is a vacant, undeveloped
parcel, and APN 246-111-035 is developed with a commercial strip mall; and

WHEREAS: A lot merger shall be completed to join the three parcels under common
ownership (APNs 246-111-007, 246-111-035, and 246-111-008) to meet the goals and objectives
of the General Plan and to help ensure that subsequent development will not adversely impact
the surrounding developed area; and

WHEREAS: A Conditional Use Permit is required and is being processed concurrently
to permit off-sale wine, beer, and distilled spirits sales; and

WHEREAS: On October 30, 2012, the Environmental Coordinator made a preliminary
determination that a Negative Declaration would be appropriate for the proposed project.

NOW, THEREFORE, BE IT RESOLVED that the City Council of the City of Porterville
does hereby make the following findings:

1. That a Negative Declaration was prepared for the project in accordance with the
California Environmental Quality Act and was transmitted to interested agencies
and made available for public review and comment. The review period ran for
twenty (20) days, from November 10 through November 30, 2012.
2. That the proposed project will not result in adverse environmental impacts. The approved Negative Declaration was evaluated in light of the prepared environmental initial study. No comments were received during the review period.

3. That review of the environmental circumstances regarding this project indicates that no adverse impacts would accrue to wildlife resources from implementation of the project.

4. That the City Council is the decision-making body for the project.

BE IT FURTHER RESOLVED: That the City Council does hereby approve the Negative Declaration for the General Plan Amendment, Zone Change, and Conditional Use Permit for a proposed Walgreens Pharmacy at Henderson Avenue and Prospect Street (PRC 2012-010).

PASSED, APPROVED AND ADOPTED this 4th day of December 2012.

By: _______________________
   Virginia R. Gurrola, Mayor

ATTEST:
John D. Lollis, City Clerk

By: _______________________
   Patrice Hildreth, Chief Deputy City Clerk
RESOLUTION NO.__________

A RESOLUTION OF THE CITY COUNCIL OF THE CITY OF PORTERVILLE
CONTAINING FINDINGS IN SUPPORT OF APPROVAL OF A
GENERAL PLAN AMENDMENT (2012-010-G)
FOR A PROPOSED WALGREENS PHARMACY

WHEREAS: The City Council of the City of Porterville at its regularly scheduled meeting of December 4, 2012, conducted a public meeting to consider approval of a General Plan amendment from High Density Residential to Retail Centers for a 0.56± acre parcel, for the parcel located on the east side of Prospect Street, 300± feet north of Henderson Avenue (APN 246-111-008); and

WHEREAS: The subject site is being considered for development with the adjacent parcels to the south with contiguous ownership for development of a pharmacy; and

WHEREAS: The project parcels are developed as follows: APN 246-111-008 is occupied with a vacant single family residence, APN 246-111-007 is a vacant, undeveloped parcel, and APN 246-111-035 is developed with a commercial strip mall; and

WHEREAS: A lot merger shall be completed to join the three parcels under common ownership (APNs 246-111-007, 246-111-035, and 246-111-008) to meet the goals and objectives of the General Plan and to help ensure that subsequent development will not adversely impact the surrounding developed area; and

WHEREAS: On October 30, 2012, the Environmental Coordinator made a preliminary determination that a Negative Declaration would be appropriate for the proposed project.

WHEREAS: The proposed General Plan Amendment is supported by staff due to the logical pattern continued by the proposed action. Approval of the General Plan Amendment and Zone Change would bring the current zoning of the subject parcels into consistency and compliance with the proposed use.

NOW, THEREFORE, BE IT RESOLVED that the City Council of the City of Porterville does hereby make the following findings:

1. The intersection of Henderson Avenue and Prospect Street has long been a major commercial corner in the city, and commercial uses extend north and south of the intersection on all other corners at dimensions consistent with what is now proposed for the northeast corner.

2. Based on review of application materials and submitted plans, the proposed project serves to fulfill the goals of the General Plan as adopted, and the amendment of the land use designation on the subject parcel (APN 246-111-008) does not infringe on the goals of the General Plan to maintain transitions between types and intensities of land use.

ATTACHMENT
ITEM NO. 6
3. The City Council is the decision-making body for the project.

BE IT FURTHER RESOLVED: That the City Council does hereby approve the General Plan Amendment from High Density Residential to Retail Centers on APN 246-111-008 for a proposed Walgreens Pharmacy at Henderson Avenue and Prospect Street (PRC 2012-010-G).

PASSED, APPROVED AND ADOPTED this 4th day of December 2012.

By: ____________________________
   Virginia R. Gurrola, Mayor

ATTEST:
John D. Lollis, City Clerk

By: ____________________________
   Patrice Hildreth, Chief Deputy City Clerk
ORDINANCE NO.     

AN ORDINANCE OF THE CITY COUNCIL OF THE CITY OF PORTERVILLE
APPROVING ZONE CHANGE (PRC 2012-010-Z)
FROM RM-3 (HIGH DENSITY RESIDENTIAL) TO CR (RETAIL CENTERS)
FOR THAT .56± ACRE SITE LOCATED GENERALLY AT THE NORTHEAST CORNER
OF HENDERSON AVENUE AND PROSPECT STREET

WHEREAS: The City Council of the City of Porterville at its regularly scheduled
meeting of December 4, 2012, conducted a public hearing to approve findings and consider Zone
Change (PRC 2012-010), being a change of zone from RM-3 (High Density Residential) to CR
(Retail Centers) for the parcel located on the east side of Prospect Street, 300± feet north of
Henderson Avenue (APN 246-111-008); and

WHEREAS: The City Council of the City of Porterville determined that the proposed
Zone Change (PRC 2012-010) is consistent with the guiding and implementation policies of the
adopted 2030 General Plan; and

WHEREAS: That a Negative Declaration was prepared for the project in accordance
with the California Environmental Quality Act and was transmitted to interested agencies and
made available for public review and comment. The review period ran for twenty (20) days from
November 10, 2012, to November 30, 2012. No comments were received; and

WHEREAS: The City Council made the following findings that the proposed project
will advance the goals and objectives of and is consistent with the policies of the General Plan
and any other applicable plan that the City has adopted.

a. The project supports and complies with the following General Plan guiding
   policies:
   LU-G-1: Promote a sustainable, balanced land use pattern that responds to
   existing needs and future needs of the City.
   LU-G-3 Promote sustainability in the design and development of public and
   private development projects.

b. Development of the site as proposed requires approval of a Conditional Use
   Permit and would be subject to the City’s development standards.

c. The General Plan designation for the subject area was approved by the City
   Council on December 4, 2012, modifying the General Plan designation from High
   Density Residential to Retail Centers for the subject parcel.

d. The subject Zone Change will not create adverse environmental impacts on the
   adjacent neighborhood when standards of the Development Ordinance and
   General Plan are applied to the subsequent development project, which would
   include but not limited to a block wall between differing land uses, and approval
   of a Conditional Use Permit for alcohol sales.
A lot merger shall be completed to join the property under common ownership (APNs 246-111-007, 246-111-035, and 246-111-008) to meet the goals and objectives of the General Plan and to help ensure that subsequent development will not adversely impact the surrounding residential area.

NOW, THEREFORE, BE IT ORDAINED: That the City Council of the City of Porterville does ordain as follows:

Section 1: That the following described property in the City of Porterville, County of Tulare, State of California, known as Zone Change PRC 2012-010-Z, is hereby rezoned from RM-3 (High Density Residential) to CR (Retail Centers), pursuant to Section 3 below, for the parcel described herein as Assessor’s Parcel Number 246-111-008 located generally 300± feet north of Henderson Avenue on the east side of Prospect Street; and

Section 2: It is further ordained that all records of the City of Porterville, together with the official zoning map of the City of Porterville, shall be changed to show the above described real property is rezoned from RM-3 (High Density Residential) to CR (Retail Centers) for the parcel described above, more particularly shown on the attached map as Exhibit “A”; and

Section 3: This ordinance shall be in full force and effect concurrently with the recording of the lot merger under common ownership that merges the subject property with the adjacent easterly parcel under contiguous ownership (APNs 246-111-007, 246-111-035, and 246-111-008), which shall not be sooner than thirty (30) days from and after the ordinance’s publication and passage.

PASSED, APPROVED AND ADOPTED this ____ day of December, 2012.

By: ___________________________
    Virginia R. Gurrola, Mayor

ATTEST:
John D. Lollis, City Clerk

By: ___________________________
    Patrice Hildreth, Chief Deputy City Clerk
RESOLUTION NO._________

A RESOLUTION OF THE CITY COUNCIL OF THE CITY OF PORTERVILLE CONTAINING FINDINGS AND CONDITIONS IN SUPPORT OF APPROVAL OF CONDITIONAL USE PERMIT PRC-2012-010-C TO ALLOW THE SALE OF BEER, WINE, AND DISTILLED SPIRITS UNDER AN OFF-SALE LICENSE TO BE LOCATED AT THE NORTHEAST CORNER OF HENDERSON AVENUE AND PROSPECT STREET

WHEREAS: The applicant is requesting approval of Conditional Use Permit PRC 2012-010-C to allow the sale of beer, wine and distilled spirits under a Type 21 off-sale alcohol license at the northeast corner of Henderson Avenue and Prospect Street in the CR (Retail Centers) Zone; and

WHEREAS: The City Council of the City of Porterville at its regularly scheduled meeting of December 4, 2012, conducted a public hearing to consider Conditional Use Permit PRC-2012-010-C; and

WHEREAS: The City Council received testimony from all interested parties relative to said Conditional Use Permit; and

WHEREAS: Section 301.03 of the Porterville Development Ordinance requires Conditional Use Permit approval for any use involving the sale of alcoholic beverages under an on-sale or off-sale license; and

WHEREAS: The City Council made the following findings:

1. Approval of the Conditional Use Permit will advance the goals and objectives of and is consistent with the policies of the General Plan and any other applicable plan that the City has adopted, as follows:
   LU-G-1 Promote a sustainable, balanced land use pattern that responds to existing needs and future needs of the City.
   LU-G-21 Attract and retain specialty retail and restaurant businesses that will enhance Porterville's unique character.
   ED-G-7 Create an image for Porterville that will attract and retain economic activity.

2. The location, size, design, and operating characteristics of the proposed project are consistent with the purposes of the district where it is located and conforms in all significant respects with the General Plan and with any other applicable plan adopted by the City Council.

The General Plan and Zoning Map designates the proposed project site as Retail Centers (CR). The proposed project promotes and implements the specific purposes of the Retail Centers Zone, including the following purposes as set forth in Section 203 of the Development Ordinance and Retail Centers Guidelines:
- To maintain areas for regional shopping centers located at major circulation intersections.
Ensure the provision of services and facilities needed to accommodate planned population densities.

WHEREAS: That the proposed location of the project and the conditions under which it will be operated or maintained will not be detrimental to the public health, safety, welfare, or materially injurious to properties or improvements in the vicinity. Conditions of approval are included to ensure applicable development standards are met; and

WHEREAS: The subject site is located in Census Tract 35 which allows, according to the Alcoholic Beverage Control Board, ten (10) off-sale licenses. At present, eight (8) off-sale licenses exist in this census tract.

NOW, THEREFORE, BE IT RESOLVED: That the City Council of the City of Porterville does hereby approve Conditional Use Permit PRC-2012-010-C subject to the following conditions:

1. No advertising of alcoholic beverages shall be placed on the exterior of the building nor seen from the public right of way (i.e. no window advertising or digital signage).

2. That the applicant shall operate the establishment in such a manner as to preserve the public safety, health and welfare, to prevent the use from becoming a nuisance and operate the business in compliance with all laws, ordinances and regulations regarding the sale of alcohol. In the event that this or any other condition of approval is violated, the City Council may modify or revoke the Conditional Use Permit as provided in Section 601.12 of the Porterville Development Ordinance.

3. Compliance with all applicable development and access laws (both State and Federal) is required.

4. The developer/applicant shall keep and maintain the beer, wine and distilled spirits in the area as identified on Exhibit A. Any such expansion or relocation shall be approved by the City Council.

5. That the on-site consumption of alcoholic beverages shall be prohibited.

6. The Conditional Use Permit, approving off-site alcohol sales, will be subject to modification or revocation if the off-sale license is sanctioned by the State of California.

7. The Conditional Use Permit shall become null and void if not undertaken and actively and continuously pursued within one (1) year. The Conditional Use Permit will expire when the use ceases to operate for one year or more.

8. The use shall be conducted in compliance with all applicable local, state and federal regulations.
PASSED, APPROVED AND ADOPTED this _____ day of December, 2012.

By: _____________________________________________________________
    Virginia R. Gurrola, Mayor

ATTEST:
John D. Lollis, City Clerk

By: _____________________________________________________________
    Patrice Hildreth, Chief Deputy City Clerk
SUBJECT: SECOND READING – ORDINANCE 1793, APPROVING ZONE CHANGE AT CHASE AVENUE AND PLANO STREET

SOURCE: ADMINISTRATIVE SERVICES/CITY CLERK DIVISION

COMMENT: Ordinance No. 1793, An Ordinance of the City Council of the City of Porterville Approving Zone Change (PRC 2012-008-Z) from RM-3 (High Density Residential) to CG (General and Service Commercial) for that .44± Acre Site Located Generally at the Southwest Corner of Chase Avenue and Plano Street, was given first reading on November 6, 2012, and has been printed.

RECOMMENDATION: That the Council give Second Reading to Ordinance No. 1793, waive further reading, and adopt said Ordinance.

Attachment: Ordinance No. 1793

Item No. 11
ORDINANCE NO. 1793

AN ORDINANCE OF THE CITY COUNCIL OF THE CITY OF PORTERVILLE
APPROVING ZONE CHANGE (PRC 2012-008-Z) FROM RM-3 (HIGH DENSITY
RESIDENTIAL) TO CG (GENERAL AND SERVICE COMMERCIAL) FOR THAT .44±
ACRE SITE LOCATED GENERALLY AT THE SOUTHWEST CORNER OF CHASE
AVENUE AND PLANO STREET

WHEREAS: The City Council of the City of Porterville at its regularly scheduled
meeting of November 6, 2012, conducted a public hearing to approve findings and consider Zone
Change (PRC 2012-008-Z), being a change of zone from RM-3 (High Density Residential) to
CG (General and Service Commercial) for the parcel located on the south side of Chase Avenue,
228± feet west of Plano Street; and

WHEREAS: The City Council of the City of Porterville determined that the proposed
Zone Change (PRC 2012-008-Z) is consistent with the guiding and implementation policies of
the adopted 2030 General Plan; and

WHEREAS: That a Negative Declaration was prepared for the project in accordance
with the California Environmental Quality Act and was transmitted to interested agencies and
made available for public review and comment. The review period ran for twenty (20) days from
October 11, 2012, to October 31, 2012. No comments were received; and

WHEREAS: The City Council made the following findings that the proposed project
will advance the goals and objectives of and is consistent with the policies of the General Plan
and any other applicable plan that the City has adopted.

a. The project supports and complies with the following General Plan guiding
policies:

LU-G-1: Promote a sustainable, balanced land use pattern that responds to
existing needs and future needs of the City.

LU-G-3 Promote sustainability in the design and development of public and
private development projects.

b. Development of the site would be required to be reviewed by the Project Review
Committee and would be subject to the City's development standards.

c. The 2030 General Plan Land Use Diagram is not parcel-specific and uses on sites
less than one acre in size are generally not depicted. The Diagram is to be used
and interpreted only in conjunction with the text and figures contained in the
General Plan.

d. The subject zone change will not create adverse environmental impacts on the
adjacent neighborhood when standards of the Development Ordinance and
General Plan are applied to the subsequent development project, which would
include but not limited to a block wall between differing land uses, and compliance with §301.05 standards for Automobile/Vehicle Service and Repair standards that include landscaping requirements, noise standards and architectural standards.

e. A lot merger shall be completed to join the property under common ownership (APN 261-030-064 and APN 261-030-065) to meet the goals and objectives of the General Plan and to help ensure that subsequent development will not adversely impact the surrounding residential area.

f. As the parcel merger would create a reverse corner lot adjacent to a residential use, a minimum street side yard width of twelve (12) feet shall be maintained.

NOW, THEREFORE, BE IT ORDAINED: That the City Council of the City of Porterville does ordain as follows:

Section 1: That the following described property in the City of Porterville, County of Tulare, State of California, known as Zone Change PRC 2012-008-Z, is hereby rezoned from RM-3 (High Density Residential) to CG (General and Service Commercial), pursuant to Section 3 below, for the parcel described herein as Assessors Parcel Number 261-030-065 located generally 228± feet from the southwest corner of Chase Avenue and Plano Street; and

Section 2: It is further ordained that all records of the City of Porterville, together with the official zoning map of the City of Porterville, shall be changed to show the above described real property is rezoned from RM-3 (High Density Residential) to CG (General and Service Commercial) for the parcel described above, more particularly shown on the attached map as Exhibit “A”; and

Section 3: This ordinance shall be in full force and effect concurrently with the recording of the lot merger under common ownership that merges the subject property with the adjacent easterly parcel under contiguous ownership (APN 261-030-064 and APN 261-030-065), which shall not be sooner than thirty (30) days from and after the ordinance’s publication and passage.

PASSED, APPROVED AND ADOPTED this 4th day of December, 2012.

By: 
Virginia R. Gurrola, Mayor

ATTEST:
John D. Lollis, City Clerk

By: 
Patrice Hildreth, Chief Deputy City Clerk
Carroll's Zone Change
Project Locator

EXHIBIT A
SUBJECT: CONSIDERATION TO AMEND EXISTING CONTRACT WITH PENA’S DISPOSAL SERVICE

SOURCE: Public Works Department – Field Services Division

COMMENT: At the August 28, 2012, Tulare County Board of Supervisors meeting, the Board authorized a reduction in the days of operation at the Teapot Dome Landfill facility. Effective November 1, 2012, the landfill is closed Sunday through Wednesday. Additionally, at their September 11, 2012, meeting the Board approved a $3 per ton tipping fee increase, which could increase our costs approximately $100,000 annually and goes into effect January 1, 2013.

The reduction in days of operation at the Teapot Dome Landfill facility required the City to find an alternative for the solid waste collected on Monday through Wednesday. The closest landfill is the Woodville Landfill facility, which is 17 miles away. On November 5th, we began hauling to Woodville. If we continue with this scenario, the additional mileage is estimated to increase the maintenance and operational costs of the refuse fleet by $104,000 annually.

The City has a transfer facility at the Corporation Yard for our recyclable material that we have a contract with Pena’s Disposal Service (Pena’s) to operate. They provide direct transfer trailers and the material is hauled to their facility for processing. The City has received approval for a Registration Permit with the County Local Enforcement Agency (LEA) to expand our facility to transfer up to 150 tons per day, including municipal solid waste and green waste.

At the November 6, 2012, City Council meeting, staff was given authorization to negotiate with Pena’s to amend the current contract. Staff has met with Pena’s and offers for Council’s consideration the attached amendment to the existing contract for Pena’s to provide the services to transport, process, recycle and/or dispose of solid waste streams collected by the City.

The estimated total savings over the remainder of the contract is $3 million. The savings is based on the City not having to haul material to both the Woodville and Teapot Dome landfills for solid waste and to a processing facility on Lover’s Lane for green waste. Also included in the analysis of savings is the tipping fee at these facilities and estimated CPI increases. The County’s tipping fee of $34 per ton shown in the analysis remains the same for the life of the City’s contract with Pena’s Disposal Service. This may or may not be a good assumption but it allows staff to present a conservative estimate of savings for Council’s consideration.

Dir /S Appropriated/Funded /S CM Item No. 12
The transition to utilizing our transfer facility for our solid waste streams will require phasing in the different waste streams over the next six months to a year, starting with the Monday through Wednesday waste stream affected by the Teapot Dome 3 day closure, and then coordinating with Pena's to add the other streams to remain in compliance with the Registration Permit 150 ton per day limit. We will then begin the process to expand the transfer operation for future growth of our waste streams which will include developing a Full Solid Waste Facilities Permit at the existing site.

With the additional capital outlay required by Pena's to purchase additional trucks and transfer trailers to expand the transfer operation, Pena's has requested an additional three year extension to the existing contract. We are in the second year of the current contract, which is for five years with two additional one year extensions. They have also asked for the rate to be adjusted annually by the San Francisco Consumer Price Index for All Urban Consumers (CPI-U, San Francisco).

It is staff's recommendation that Council approve amending the contract with Pena's to add the additional waste streams to the existing contract, and to extend the base contract by three years with an annual CPI adjustment to the fee.

RECOMMENDATION: That City Council:

1. Amend the existing contract with Pena's Disposal Service; and

2. Authorize the Mayor to sign the necessary documents.

ATTACHMENTS: Amendment No. 1
Analysis Summary
CITY OF PORTERVILLE AGREEMENT
AMENDMENT NO. 1

AMENDMENT TO THE AGREEMENT MADE BY THE CITY OF PORTERVILLE AND PEÑA'S DISPOSAL SERVICE
DATED JUNE 13, 2011

The parties stated in the above described agreement do hereby agree as follows:

The agreement between the City of Porterville (City) and Peña's Disposal Service (Contractor) shall be amended to include the transfer, processing or disposal of all City collected Municipal Solid Waste, Monday through Saturday, at a rate of pay by the City of $31.72 per ton. Also, included is the transfer and processing of green waste at a rate of $30.86 per ton. Both rates to be adjusted annually, Jan. 1st, by the San Francisco Consumer Price Index for All Urban Consumers (CPI-U, San Francisco).

In the event that Contractor is impacted by governmental regulatory surcharges or tipping fee increases requiring a substantial change in its operation, or substantial capital expenditure or investment in order to perform its obligations under this Agreement, it is agreed, for the next five years, there would be an automatic pass through of fees to the City. After 1/01/18, any requested increases in fees due to regulatory action or tipping fee increases shall be deemed an event requiring re-negotiation of the agreement by both parties to avoid interruption of services.

Phasing of waste streams to be added to the transfer operation shall be done to remain in compliance with the 150 tons per day limitation of the current registration permit. As such, some waste streams may not be transferred on all days. Additionally, the City does not guarantee that all days will be at the 150 tons per day limit, but will make every effort to maximize the use of the transfer station.

City will initiate permit process to increase transfer operations above the 150 tons per day limitation in order to accommodate the remaining waste streams. This will include an application for a Full Solid Waste Facility Permit.

Both Parties agree to extend the base agreement by three years ending June 12, 2019, with an option to renew on a year-to-year basis for up to two years, unless earlier terminated as provided in original agreement or by issuance of a new agreement.

Except as amended herein, the Agreement between the City of Porterville and Peña's Disposal Service, dated June 13, 2011, shall remain in full force and effect.

IN WITNESS WHEREOF, the parties have executed this Amendment No. 1 on the 4th day of December, 2012, and agree that this amendment shall amend and be incorporated as part of the agreement dated June 13, 2011.

APPROVED AS TO FORM                                  CITY OF PORTERVILLE
                                                      A Municipal Corporation

Julia Lew, City Attorney                                      Virginia R. Gurrola, Mayor

ATTEST:                                                   LESSEE:

John D. Lollis, City Clerk                                      Arthur G. Peña
## ANALYSIS SUMMARY OF PENA NEGOTIATION
### 11/16/2012
### Phased implementation

<table>
<thead>
<tr>
<th>January 01, 2013</th>
<th>TONS</th>
<th>Proposed Tipping fee</th>
<th>01/01/13 Tipping fee Tu. Co. landfill</th>
<th>Tipping fee savings</th>
<th>Savings Hauling Total</th>
<th>Total Savings</th>
</tr>
</thead>
<tbody>
<tr>
<td><strong>SOLID WASTE</strong></td>
<td></td>
<td></td>
<td></td>
<td></td>
<td></td>
<td></td>
</tr>
<tr>
<td>Mon, Tues, Wed &amp; Sat Comm. SW</td>
<td>6084</td>
<td>$ 192,984</td>
<td>$ 206,856</td>
<td>$ 13,872</td>
<td>$ 112,368</td>
<td>$ 126,240</td>
</tr>
<tr>
<td>Thur &amp; Fri Residential SW</td>
<td>13877</td>
<td>$ 440,178</td>
<td>$ 471,818</td>
<td>$ 31,640</td>
<td>$ 113,508</td>
<td>$ 145,147</td>
</tr>
<tr>
<td><strong>Sub-Total</strong></td>
<td>19961</td>
<td>$ 633,163</td>
<td>$ 678,674</td>
<td>$ 45,511</td>
<td>$ 225,876</td>
<td>$ 271,387</td>
</tr>
</tbody>
</table>

| January 01, 2013 | Proposed fee | Existing fee |                                        |                     |                       |               |
| **GREENWASTE**   |              |              |                                        |                     |                       |               |
| Tues & Wed Greenwaste | 8410   | $ 30.86      | $ 206,856                              | $ 13,877            | $ 165,843             | $ 161,966     |
| **2013 Totals**  | 28371  | $ 892,696    | $ 924,330                              | $ 31,635            | $ 391,718             | $ 423,353     |
| Capitol Imp. est. 1st yr. |        |              |                                        |                     |                       |               |
| Full Solid Waste Permit cost |        |              |                                        |                     | (50,000)              | (50,000)      |
| **Net savings**  |        |              |                                        |                     | $ 291,718             | $ 323,353     |

<table>
<thead>
<tr>
<th>January 01, 2014</th>
<th>Proposed Tipping fee</th>
<th>Existing fee</th>
<th>01/01/13 Tipping fee Tu. Co. landfill</th>
<th>Tipping fee savings</th>
<th>Savings Hauling Total</th>
<th>Total Savings</th>
</tr>
</thead>
<tbody>
<tr>
<td><strong>SOLID WASTE</strong></td>
<td></td>
<td></td>
<td></td>
<td></td>
<td></td>
<td></td>
</tr>
<tr>
<td>Thur - Fri Comm. SW</td>
<td>4488</td>
<td>$ 146,630</td>
<td>$ 152,592</td>
<td>$ 5,962</td>
<td>$ 27,228</td>
<td>$ 33,190</td>
</tr>
<tr>
<td>All Rolloffs</td>
<td>6402</td>
<td>$ 209,164</td>
<td>$ 217,668</td>
<td>$ 8,504</td>
<td>$ 39,677</td>
<td>$ 48,181</td>
</tr>
<tr>
<td><strong>Sub-Total</strong></td>
<td>10890</td>
<td>$ 355,794</td>
<td>$ 370,260</td>
<td>$ 14,466</td>
<td>$ 66,905</td>
<td>$ 81,371</td>
</tr>
<tr>
<td><strong>2013 totals with cpl increase</strong></td>
<td>28371</td>
<td>$ 919,476</td>
<td>$ 924,330</td>
<td>$ 4,854</td>
<td>$ 391,718</td>
<td>$ 396,672</td>
</tr>
<tr>
<td><strong>2014 Totals</strong></td>
<td>39261</td>
<td>$ 1,275,270</td>
<td>$ 1,294,590</td>
<td>$ 19,320</td>
<td>$ 458,624</td>
<td>$ 477,944</td>
</tr>
</tbody>
</table>

### CPI adjusted

<table>
<thead>
<tr>
<th>M,T,W &amp;S Comm. &amp; RES &amp; GW Remaining waste streams</th>
</tr>
</thead>
<tbody>
<tr>
<td>year</td>
</tr>
<tr>
<td>------</td>
</tr>
<tr>
<td>1</td>
</tr>
<tr>
<td>2</td>
</tr>
<tr>
<td>3</td>
</tr>
<tr>
<td>4</td>
</tr>
<tr>
<td>5</td>
</tr>
<tr>
<td>6</td>
</tr>
<tr>
<td>7</td>
</tr>
<tr>
<td>8</td>
</tr>
<tr>
<td>9</td>
</tr>
<tr>
<td>end of contract June 2021</td>
</tr>
</tbody>
</table>
SUBJECT: 2012 SHORT RANGE TRANSIT PLAN

SOURCE: Public Works Department - Transit

COMMENT: One of the requirements of the Federal Transit Administration (FTA) Section 5307 program is to periodically update the City of Porterville Short Range Transit Plan. This required update is due to a number of factors that are impacting our public transportation system.

Because the City is a small urbanized area and receives Federal funding, the City is also entitled to FTA Section 5303 planning funds to assist us with the required studies and updates, including this 2012 Short Range Transit Plan, which was prepared by TPG Consulting Inc.

The first three chapters of the Plan address required elements relating to community profile and service area, description and overview of the current service, policies and standards, and public outreach. Chapter 4 is a discussion of the System Analysis, while Chapter 5 addresses Goals, Objectives and Service Standards. Chapter 6 is the Service Plan addressing key issues, proposed strategies, the Marketing Plan, various programs, recommendations and Service Implementations Plan. Chapter 7 is the Capital Plan, followed by Chapter 8, the Financial Plan.

The 2012 Short Range Transit Plan is available in the La Barca Conference Room for Council's review. Hard copies are available for public review at City Hall, 291 N. Main Street, at the City Clerk's Office or the Transit Manager's Office. A copy is also available on the City's website at:
http://www.ci.porterville.ca.us/depts/PortervilleTransit/documents/PortervilleSRTPDRAFT2012FINAL.pdf

RECOMMENDATION: That the City Council:

1. Review and adopt the 2012 Short Range Transit Plan; and

2. Authorize staff to set a public hearing to address any service level increases/reductions, or fare increases/reductions that may be a part of the 2012 Short Range Transit Plan.
CITY OF PORTERVILLE

2012 SHORT RANGE TRANSIT PLAN

DRAFT: SEPTEMBER 2012

PREPARED FOR THE:

CITY OF PORTERVILLE
291 NORTH MAIN STREET
PORTERVILLE, CA 93257

PREPARED BY:

TPG CONSULTING, INC.
222 N. GARDEN STREET, SUITE 100
VISALIA, CA 93291
The preparation of this document has been funded in part by a grant from the United States Department of Transportation (USDOT), through Section 5303 (Metropolitan Planning Program) of the Federal Transit Act. The contents of this document do not necessarily reflect the official views or policies of the USDOT or the Federal Transit Administration (FTA). This document does not constitute a national standard, specification or regulation.

**Civil Rights Compliance**

The City of Porterville, under Title VI of the Civil Rights Act of 1964 and related statutes, ensures that no person shall, on the grounds of race, color, national origin, sex, disability, and age, be excluded from participation in, be denied the benefits of, or be otherwise subjected to discrimination under any program or activity it administers.
This Page Intentionally Blank
CITY OF PORTERVILLE

CITY COUNCIL
Ronald L. Irish, Mayor
Cameron J. Hamilton, Vice Mayor
Pete V. McCracken
Greg Shelton
Brian Ward

CITY STAFF
John Lollis, City Manager
Baldo Rodriguez, Public Works Director

SIERRA MANAGEMENT
Richard Tree, Transit Manager

TPG CONSULTING, INC.
Charles Clouse, AICP, PTP, Principal
Carrie Bauer, Transit Analyst
This Page Intentionally Blank
**TABLE OF CONTENTS**

<table>
<thead>
<tr>
<th>Section</th>
<th>Page</th>
</tr>
</thead>
<tbody>
<tr>
<td>EXECUTIVE SUMMARY</td>
<td>ES-1</td>
</tr>
<tr>
<td>Plan Objectives</td>
<td>ES-1</td>
</tr>
<tr>
<td>Plan Approach</td>
<td>ES-1</td>
</tr>
<tr>
<td>Summary of Key Issues</td>
<td>ES-2</td>
</tr>
<tr>
<td>Service Implementation Schedule</td>
<td>ES-3</td>
</tr>
<tr>
<td>CHAPTER 1 - INTRODUCTION</td>
<td>1-1</td>
</tr>
<tr>
<td>Purpose of the SRTP</td>
<td>1-1</td>
</tr>
<tr>
<td>Contents of the SRTP</td>
<td>1-2</td>
</tr>
<tr>
<td>Community Profile/Service Area</td>
<td>1-3</td>
</tr>
<tr>
<td>Geographic Area</td>
<td>1-3</td>
</tr>
<tr>
<td>Government and Community</td>
<td>1-4</td>
</tr>
<tr>
<td>Population and Demographics</td>
<td>1-9</td>
</tr>
<tr>
<td>Economy and Employment</td>
<td>1-17</td>
</tr>
<tr>
<td>Transportation System Overview</td>
<td>1-21</td>
</tr>
<tr>
<td>CHAPTER 2 - SYSTEM DESCRIPTION</td>
<td>2-1</td>
</tr>
<tr>
<td>History</td>
<td>2-1</td>
</tr>
<tr>
<td>Organizational Structure</td>
<td>2-1</td>
</tr>
<tr>
<td>Porterville Transit - Fixed Route Service Overview</td>
<td>2-3</td>
</tr>
<tr>
<td>Description of Current Fixed Route Service</td>
<td>2-3</td>
</tr>
<tr>
<td>Fixed Route Service Days and Hours</td>
<td>2-4</td>
</tr>
<tr>
<td>Fixed Route Fare Structure</td>
<td>2-7</td>
</tr>
<tr>
<td>Fixed Route Ridership Profile</td>
<td>2-7</td>
</tr>
<tr>
<td>Fixed Route Vehicle Profile</td>
<td>2-9</td>
</tr>
<tr>
<td>Fixed Route Financial Profile</td>
<td>2-9</td>
</tr>
<tr>
<td>Section</td>
<td>Page</td>
</tr>
<tr>
<td>------------------------------------------------------------------------</td>
<td>------</td>
</tr>
<tr>
<td><strong>Chapter 1: System Analysis</strong></td>
<td></td>
</tr>
<tr>
<td>COLT - Demand-Response Service Overview</td>
<td>2-10</td>
</tr>
<tr>
<td>Description of Current Demand-Response Service</td>
<td>2-10</td>
</tr>
<tr>
<td>ADA/Paratransit Service</td>
<td>2-10</td>
</tr>
<tr>
<td>Demand-Response Service Days and Hours</td>
<td>2-10</td>
</tr>
<tr>
<td>Demand-Response Fare Structure</td>
<td>2-11</td>
</tr>
<tr>
<td>Demand-Response Ridership Profile</td>
<td>2-12</td>
</tr>
<tr>
<td>Demand-Response Vehicle Profile</td>
<td>2-13</td>
</tr>
<tr>
<td>Demand-Response Financial Profile</td>
<td>2-13</td>
</tr>
<tr>
<td>Holiday/Special Event Trolley Service</td>
<td>2-13</td>
</tr>
<tr>
<td>Downtown Transit Center</td>
<td>2-19</td>
</tr>
<tr>
<td>Existing Interface Between Transit Systems</td>
<td>2-23</td>
</tr>
<tr>
<td><strong>Chapter 3: Public Outreach</strong></td>
<td></td>
</tr>
<tr>
<td>On-board Passenger Surveys</td>
<td>3-1</td>
</tr>
<tr>
<td>Methodology</td>
<td>3-1</td>
</tr>
<tr>
<td>Porterville Transit Passenger Survey Results</td>
<td>3-1</td>
</tr>
<tr>
<td>COLT Passenger Survey Results</td>
<td>3-9</td>
</tr>
<tr>
<td>Community Survey</td>
<td></td>
</tr>
<tr>
<td>Methodology</td>
<td>3-16</td>
</tr>
<tr>
<td>Community Survey Results</td>
<td>3-16</td>
</tr>
<tr>
<td><strong>Chapter 4: System Analysis</strong></td>
<td></td>
</tr>
<tr>
<td>Porterville Transit Service Performance</td>
<td>4-1</td>
</tr>
<tr>
<td>Porterville Transit Route Analysis</td>
<td>4-6</td>
</tr>
<tr>
<td>Performance Standards by Route</td>
<td>4-6</td>
</tr>
<tr>
<td>Passenger Activity</td>
<td>4-10</td>
</tr>
<tr>
<td>COLT Service Performance</td>
<td>4-28</td>
</tr>
<tr>
<td>Future Transit Demand</td>
<td>4-32</td>
</tr>
<tr>
<td>Baseline Service</td>
<td>4-35</td>
</tr>
<tr>
<td>Fare Analysis</td>
<td>4-36</td>
</tr>
</tbody>
</table>
City Pass .......................................................................................................................... 4-40
Countywide Pass ............................................................................................................. 4-41
Future Service Proposals .............................................................................................. 4-42
Walkability Assessment ................................................................................................. 4-47
Growth Analysis (Sustainability) ................................................................................... 4-51
Paratransit Compliance ................................................................................................. 4-56
Service Coordination .................................................................................................... 4-57
Transportation Development Act (TDA) ..................................................................... 4-58

CHAPTER 5 – GOALS, OBJECTIVES AND SERVICE STANDARDS ....................................... 5-1
System Goal ..................................................................................................................... 5-2
Recommended Objectives and Policy Directions ....................................................... 5-2
Service Standards and Benchmarks ........................................................................... 5-6
  Recommended Performance and Service Quality/Reliability Standards 5-6
  Recommended Service Design Standards ................................................................... 5-10

CHAPTER 6 – SERVICE PLAN ........................................................................................................ 6-1
Key Issues ....................................................................................................................... 6-1
Proposed Service Strategies ......................................................................................... 6-2
  Porterville Transit ....................................................................................................... 6-2
  COLT ......................................................................................................................... 6-3
  System Projections ................................................................................................. 6-3
Proposed Fare Structure ............................................................................................... 6-7
Management Plan .......................................................................................................... 6-7
  General Procedures ................................................................................................. 6-7
  Staffing ..................................................................................................................... 6-9
Marketing Plan ............................................................................................................... 6-9
  Transit Branding ....................................................................................................... 6-10
  Maps/Schedules ....................................................................................................... 6-11
  Transit Information ................................................................................................. 6-11
Marketing Promotions ............................................................................................. 6-12
Free Advertising .................................................................................................... 6-13
Advertising Revenue ............................................................................................. 6-13
Americans with Disabilities Act (ADA) ................................................................. 6-14
Safety and Security Plan ....................................................................................... 6-15
Transportation Demand Management (TDM) ......................................................... 6-16
Drug Testing Program ............................................................................................ 6-16
Transit Oriented Development (TOD) ................................................................... 6-20
Additional Recommendations/Future Considerations ........................................... 6-21
  Transit Signal Priority (TSP) ................................................................................ 6-21
  Airport Service/Central Valley Regional Center (CVRC) Service ..................... 6-22
  Sunday Service .................................................................................................. 6-25
Service Implementation Plan .................................................................................. 6-27
  Porterville Transit Service .................................................................................. 6-27
  COLT Service ..................................................................................................... 6-28

Chapter 7 – CAPITAL PLAN ................................................................................... 7-1
  Current Capital Projects .................................................................................... 7-1
  Five-Year Capital Program ................................................................................ 7-2
    Vehicle Replacement ....................................................................................... 7-2
    Bus Stop Amenities & Improvements ........................................................... 7-3
    Signal Preemption Devices ............................................................................ 7-5
  Transit Center Expansion ................................................................................... 7-7
  Bus Maintenance Facility Expansion .............................................................. 7-11
  Capital Program ............................................................................................... 7-15

CHAPTER 8 – FINANCIAL PLAN .............................................................................. 8-1
  Projected Expenditures ..................................................................................... 8-1
  Projected Revenues .......................................................................................... 8-3
  Funding Sources ............................................................................................... 8-6
Fare Revenues..................................................................................................... 8-7
Measure R ............................................................................................................ 8-7
Local Funding Sources ....................................................................................... 8-7
State Funding Sources ....................................................................................... 8-9
Federal Funding Sources ................................................................................... 8-10

CHAPTER 9 – SOURCES CONSULTED ................................................................. 9-1

LIST OF FIGURES
Figure 1 – Location Map ...................................................................................... 1-5
Figure 2 – City Base Map .................................................................................... 1-7
Figure 3 – Population Distribution ...................................................................... 1-9
Figure 4 – Persons Below Poverty Level Population Distribution ..................... 1-17
Figure 5 – Porterville Transit Existing Route Map ................................................ 2-5
Figure 6 – Porterville Trolley Route Map ............................................................ 2-15
Figure 7 – Porterville Trolley Route 4 Map ......................................................... 2-17
Figure 8 – Porterville Transit Center .................................................................. 2-21
Figure 9 – Route 1: Daily Passenger Activity ...................................................... 4-11
Figure 10 – Route 2: Daily Passenger Activity .................................................... 4-13
Figure 11 – Route 3: Daily Passenger Activity .................................................... 4-15
Figure 12 – Route 4: Daily Passenger Activity .................................................... 4-17
Figure 13 – Route 5: Daily Passenger Activity .................................................... 4-19
Figure 14 – Route 6: Daily Passenger Activity .................................................... 4-21
Figure 15 – Route 7: Daily Passenger Activity .................................................... 4-23
Figure 16 – Route 8: Daily Passenger Activity .................................................... 4-25
Figure 17 – Porterville Transit: Bus Stop Walkability Assessment ...................... 4-49
Figure 18 – Porterville Transit: Sustainability Analysis (Route 5) ....................... 4-53
Figure 19 – Porterville Transit Proposed Route Map ........................................... 6-5
Figure 20 – Transit Signal Priority (TSP) ............................................................. 6-23
Figure 21 – Porterville Transit Center Expansion .............................................................. 7-9
Figure 22 – Transit Bus Maintenance Facility Expansion .............................................. 7-13

LIST OF TABLES

Table 1 – Major Employers in Porterville ................................................................. 1-20
Table 2 – Porterville Transit Fleet Inventory (March 2010) ........................................ 2-9
Table 3 – COLT Fleet Inventory (March 2010) ......................................................... 2-13
Table 4 – Porterville Transit Performance & Service Standards ............................. 4-5
Table 5 – COLT Performance & Service Standards .................................................. 4-31
Table 6 – Porterville Transit & COLT Status Quo .................................................... 4-36
Table 7 – Fare Comparison of Central Valley Service Providers .......................... 4-39
Table 9 – COLT Fare Increase Projections for Status Quo Service (FY 2010/11) .... 4-55
Table 10 – Porterville Transit Trip Generation Matrix (Route 5) ......................... 4-58
Table 12 – Porterville Transit Performance & Service Quality/Reliability Standards 5-9
Table 13 – COLT Performance & Service Quality/Reliability Standards ............. 5-10
Table 14 – Porterville Transit Service Design Standards ........................................ 5-12
Table 15 – COLT Service Design Standards ............................................................ 5-13
Table 16 – Proposed Porterville Transit Service Projections (FY 2010/11 – FY 2014/15) 6-4
Table 17 – Current Capital Projects ..................................................................... 7-1
Table 18 – Capital Program (FY 2010/11 – FY 2014/15) ....................................... 7-15
Table 19 – Expenditures (FY 2010/11 – FY 2014/15) .......................................... 8-2
Table 20 – Revenues (FY 2010/11 – FY 2014/15) ............................................... 8-4
Table 21 – Transportation Development Act Funds (FY 2010/11 – FY 2014/15) ... 8-5
Table 22 – Federal Transit Administration fund Balance (Sec.5307) ................... 8-6
APPENDICES (Separate Document)

Appendix A – 2012 Porterville Transit/COLT On-board Bus Survey Form
Appendix B – 2012 Porterville Transit/COLT Community Survey Form
Appendix C – Porterville Short Range Transit Plan Press Release
Appendix D – Community Forum/Kick-Off Meetings Power Point Presentation & Attendance Sheets
Appendix E – Short Range Transit Plan Flyers
Appendix F – Porterville Short Range Transit Plan News Articles
Appendix G – Web Media: Porterville Transit Facebook & Short Range Transit Plan Website
This Page Intentionally Blank
EXECUTIVE SUMMARY

The City of Porterville contracted with TPG Consulting, Inc. to prepare a five-year Short Range Transit Plan (SRTP) as an update to the existing plan that was developed for the City by TPG Consulting in 2010. This SRTP covers fiscal years 2012/13 through 2016/17. The City of Porterville operates both the Porterville Transit fixed route service and the COLT demand-response service. This SRTP presents a summary of the existing conditions related to transit services within the City, defines the goals, objectives and service standards of the system, and presents a five-year service, capital, and financial plan for the system.

Plan Objectives

This SRTP serves as the primary planning document for Porterville’s transit services. This SRTP was developed to support the development of a safe, efficient, and economical transit system through the use of sustainable transportation principles and techniques that encourage public mobility, provide affordable transportation alternatives, reduce congestion, improve air quality, and support appropriate land use and development.

Plan Approach

The plan approach focused on seeking input and data related to Porterville’s transit system that would provide a solid base from which to most effectively plan the future use of transit services within the Porterville area. Efforts focused on garnering input from those people directly involved in the day-to-day operation of the service, as well as those people that use the service. Public involvement is a primary key to the success of transit planning within any community. Public involvement was garnered for this project throughout the SRTP.
process. On-board passenger surveys and internet-based community surveys were administered to gather passenger and public perceptions and preferences about the Porterville Transit/COLT system.

**Summary of Key Issues**

Major issues and concerns were identified during the preparation of this SRTP update. Following are summaries of the key issues that need to be addressed over the five-year planning horizon of this SRTP:

**Expansion of Service** - The continuing growth in the community as well as the surrounding county is bringing new requests for service. Whether in the form of extended hours of operation on week nights for commuters or college students, fixed route service to new emerging areas of the city or the institution of Sunday service, each of these will require the allocation of additional operating and capital resources.

**Maintenance of Farebox Ratios** - With the efforts implemented by the City in 2010 to increase system efficiency, the maintenance of the 20% farebox ratio mandated by the Transportation Development Act (TDA) continues to be an overarching criteria for evaluation of the existing service as well as proposed additions.

**Implementation of Enhanced Passenger Amenities** - a number of passenger amenities and advanced technologies are proposed for implementation over the next 5 years. From enhanced bus shelters, to real-time passenger information systems, to computerized dispatching, Porterville Transit will be embarking on a number of technologies that will increase effectiveness and efficiency.

**Growth limits at the Transit Center and Bus Maintenance Facility** - Both the Downtown Transit Center and the Bus Maintenance Facility will reach capacity during the life of this Plan. Expansion plans have been underway for a number of years at the Transit Center and with the addition of two new routes added bus bays will be necessary. The City’s maintenance center at the Corporation Yard is experiencing space limitations currently and with the planned expansion of the bus fleet, a new bus maintenance facility is necessary.
**Service Implementation Schedule**

In order to implement the planned service changes the following schedule of action items will be implemented.

**Fixed Route Service**

**Year One (FY 2012/13)**

During FY 2012/13, Porterville Transit will make significant changes to its system. Two new routes will be added (9 and 10), as will three buses (two on Route 10) so that system can maintain its 40 minute frequency. This will expand the fixed route service reach southwest to the airport area and eastward towards the Tule River Indian Reservation and the Eagle Mountain Casino.

A $3.00 per day pass good for unlimited trips for the following 24 hours will also be implemented.

**Year Two (FY 2013/14)**

Over the course of FY 2013/14, peak service hours will be enhanced with the addition of an extra peak hour bus on Routes 1, 3, and 5 to increase bus frequencies to 20 minutes. These buses will run for two hours during the morning commute and one hour during the afternoon.

**Year Three (FY 2014/15)**

Fiscal Year 2014/15 will bring forth the introduction of Sunday route service; operating from 9:00 am to 5:00 pm.

**Year Four (FY 2015/16)**

Extended weeknight services, to 10:00 pm, will be introduced for all routes beginning FY 2015/16. In addition, a real-time website and mobile application will be introduced so the public can see where buses are currently located throughout the system map.
Year Five (FY 2016/17)
During FY 2016/17 services and technologies will continue to operate as established during the previous four years.

COLT Service

Year One (FY 2012/13)
In FY 2012/13 the demand-response service will raise the price of the Senior/ADA fare to $2.25 per trip. It is anticipated that commencement of COLT operating on Sundays from 9:00 am to 5:00 pm will begin during the year. In addition, with the initiation of Route 10 service to the Reservation, COLT service within the Reservation will begin to provide paratransit service as well as general public service within the Reservation.

Year Two (FY 2013/14)
No changes to services is anticipated in FY 2013/14.

Year Three (FY 2014/15)
No changes to COLT services, as established up to this point, will occur in FY 2014/15.

Year Four (FY 2015/16)
COLT service hours will extend from 7:00 pm to 10:00 pm on weeknights beginning FY 2015/16, to coincide with the service expansion undertaken by fixed route services.

Year Five (FY 2016/17)
No changes to COLT services, as established up to this point, will occur in FY 2016/17.

Implementation of this Transit Plan will generate 13 direct jobs and 27 indirect jobs and will result in estimated annual incomes in excess of $750,000.
CHAPTER 1 - INTRODUCTION

The 2012 Short Range Transit Plan (SRTP) represents the tenth five-year plan prepared for the City of Porterville’s public transit system since its inception in March of 1981. The first Porterville Transit Development Plan (TDP) was prepared in 1984 and covered Fiscal Years (FY) 1985/86 through 1989/90. The previous SRTP was completed in 2010, and covered FY 2009/10 through FY 2014/15. That 25 year period has seen the Porterville system evolve from a door-to-door service to a multi-faceted program which transports over 1,000 passengers per day. This SRTP is a biennial update of the 2010 SRTP. It covers the five year period from FY 2012/13 through FY 2016/17, and represents the sixth transit plan prepared for Porterville since its designation as an Urbanized Area in 2000. TPG Consulting has prepared this document under contract with the City of Porterville.

PURPOSE OF THE SRTP

The Porterville SRTP is a federally mandated document that provides a blueprint for the delivery of public transportation services within the Porterville urbanized area. The purpose of the Plan is to promote a comprehensive, coordinated, and continuous planning process for transit service in the Porterville area over a five-year planning horizon. The SRTP provides the community, policy makers, and city staff an opportunity to understand current transit conditions, defines the demand for service within the area, and establishes an operational and capital plan to meet those demands.

The SRTP serves as the primary justification for receipt of federal and state funding for transit operations and capital projects. As such, Porterville City Staff and City Council will use this SRTP to help guide the planning, policy making, programming, and budgeting of transit activities over the next five years. The Tulare County Association of Governments (TCAG) will use this document for programming local, state and federal funding
through the Federal Transportation Improvement Program (FTIP) and California State Transportation Improvement Program (STIP), and as documentation to support the projects included in the Regional Transportation Plan (RTP). The FTA will use the plan as documentation for supporting the use of federal funds.

**Contents of the SRTP**

The Porterville SRTP is presented in nine chapters:

Chapter 1- continues with a profile of the Porterville service area and includes a transportation system overview. A summary of community demographics and economics is also provided.

Chapter 2- describes the history and organizational structure of the Porterville transit system. It also provides a service overview of the system’s fixed route and demand-response services, as well as a description of the Downtown Transit Center and any existing interface between area transit providers.

Chapter 3- presents a summary of passenger input garnered from on-board surveys conducted on the fixed route and demand-response systems, and public input generated through voluntary online community surveys.

Chapter 4- includes an operational analysis of the existing service. This section also future ridership demand estimates, a growth analysis, paratransit compliance, service coordination and a walkability assessment.

Chapter 5- outlines Porterville transit’s system goals, objectives, and service standards and benchmarks.

Chapter 6- outlines the direction the system should take over the next five years. It includes a discussion of service strategies, and a comprehensive Management Plan and Marketing Plan. This chapter also includes an overview of the system’s Safety and Security Plan, Service Implementation Plan, and additional recommendations and future considerations.

Chapter 7- presents Porterville transit’s five-year capital purchase program.
Chapter 8 presents a complete five-year Financial Plan for the Porterville transit system that includes estimates of operating and equipment expenditures and projections of revenues by source for the proposed services. This section also includes a discussion of potential funding sources, which may be investigated both now and in the future.

Chapter 9 contains a list of sources referenced during development of this SRTP.

COMMUNITY PROFILE/SERVICE AREA

Geographic Area

The City of Porterville is located in Tulare County, which is centrally located in the San Joaquin Valley of California. The San Joaquin Valley is a rich agricultural area, and Tulare County is recognized as the largest agricultural-producing county in the world.

Porterville has a land area of approximately 14.3 square miles (9,161 acres), situated at the base of the foothills of the Sierra Nevada Mountain Range. It is approximately 30 miles southeast of Visalia (the County seat); 60 miles northeast of Bakersfield, 165 miles northeast of Los Angeles, and 254 miles southeast of San Francisco (see Figure 1 - Location Map). State Routes 65 and 190 bisect the community. The City’s sphere of influence includes rural and foothill areas surrounding the incorporated city and an urban area known as East Porterville (see Figure 2 - City Base Map).
Government and Community

The City of Porterville was incorporated in 1902, and became a Charter City in 1926. Porterville is governed by a City Manager-Council form of government. The City Council is comprised of five members, including the Mayor, elected by the City’s citizens. The City Manager is appointed by the City Council.

The City’s motto is “The Good Life”. As such, City staff and elected officials work closely with Porterville residents to promote a vibrant economy, while maintaining the City’s small town charm and quality of life. Downtown Porterville is home to boutique-style retailers, restaurants, historic murals, and numerous special events throughout the year. Porterville was awarded the All-America City Award by the National Civic League in 1994.

Four school districts comprise the public school system: Porterville Unified School District; Burton Elementary School District; Alta Vista School District; Tulare County Office of Education. These districts operate elementary, middle, and high schools in the area. There are also several private schools, specialized schools, and a community college (Porterville College).
Population and Demographics

The demographic data contained herein was extracted from the 2010 United States Census and reflects data for the City of Porterville (incorporated city limits), unless otherwise denoted.

The City of Porterville’s population has seen a steady increase over the past couple of decades. Between 1990 and 2000 the population of Porterville’s Urbanized Area increased by more than 27%, with an average annual growth rate of 2.4%. According to the 2000 US Census, the population of the urbanized area was approximately 60,261. More than half of this population (39,615) resided within the city limits. According to the 2010 US Census, the approximate population of the Porterville transit service area (City of Porterville and East Porterville) is 60,932. The 2010 Census estimated the City’s population at 54,165 which represents a 36.7% increase over the 2000 Census.

The Porterville 2030 General Plan notes that the city’s average annual growth rate for the past 30 years has been 3.7%. The 2030 General Plan also recognizes that over the past 15 years the average annual growth rate has slowed to 2.8%. The buildout of the General Plan calls for following the 30 year average annual growth rate of 3.7%; resulting in a population of 107,300 in 2030 in the Planning Area. Following this same 3.7% growth rate, and using the 2010 Census population as the base, the estimated population for the City of Porterville in 2017 (the final year of this SRTP) would be approximately 69,800.

Porterville’s 2010 population distribution is shown in the following figure and revealed that 49.7% of Porterville Transit’s service area population is male (30,275), and 50.3% is female (30,657). Of the approximate service area population, 37% are between the ages of 0 and 19, 22% are between the ages of 20 and 34, 23% are between the
ages of 35 and 54, 8.5% are between the ages of 55 and 64, and 9% of the population is 65 years of age or older. The median age in the City of Porterville is 28.8, while it is 25.4 in East Porterville.

According to the Porterville 2030 General Plan, the City is committed to preventing urban sprawl by focusing future growth efforts within the city boundaries. The General Plan promotes this commitment through policies that emphasize infill development, and through a mix of land uses that refocus the center of the community on Downtown; planned development will shift from the northwest of the City to eastern portions of the City in order to balance growth around the Downtown core.

The majority of the population within the City of Porterville is Hispanic (62%). Based on reported 2010 census counts, Caucasian (Non-Hispanic) persons make up about 30% of Porterville’s population, and are considered a minority race with respect to the Hispanic population. The remainder of the population is comprised of African-Americans, Asians, and American Indian or Alaskan Natives. When Census data from East Porterville is included, the Hispanic population increases to 63% and Caucasian population decreases slightly to 29.5%. However, when examined separately, East Porterville’s Hispanic population is 73% while the Caucasian population is only 22.5%.

In 2010, 68.3% of those twenty-five years of age or older in the City of Porterville had at least a high school diploma or its equivalent. Of those people, 6.8% had an Associate degree, 7.7% had a Bachelor’s degree, and 3.4% had a Graduate or Professional degree. Conversely, 31.7% percent of persons twenty-five years of age or older did not have a high school diploma, and 58% of this population subset had less than a 9th grade education. Forty-one percent (41%) of the population in East Porterville had at least a high school diploma or its equivalent; of which 4% had an Associate degree, 1.6% had a Bachelor’s degree and another 1.6% had a Graduate or Professional degree.
Fifty-nine percent (59%) of the East Porterville population does not have a diploma, and 66% of this population had less than a 9th grade education.

2010 Census data revealed that 20,207 City of Porterville residents age sixteen years and older were employed, 2,907 were unemployed (unemployment rate of 12.5%), and 13,362 were not part of the workforce. The median household income for the City of Porterville in 2010 was $39,838 (up 24% from 2000), while the mean income was $52,328. Sixteen percent (16%) of total households earned less than $14,999 annually. Twenty-eight and a half percent (28.5%) of households earned $15,000 to $34,999, 32% fell into the $35,000 to $74,999 income range, 20.5% earned between $75,000 and $149,999 and 3% of households earned more than $150,000 annually. Approximately 21.7% of all households, or 13,436 residents (25.9%), lived below the poverty level in the past 12 months in 2010 (Figure 4 - Persons Below Poverty Level Population Distribution). According to the 2010 Census, approximately 41.3% of single mothers residing in Porterville lived below the poverty level.

2010 Census data shows that the employment population for those sixteen years of age and older in East Porterville is 2,359, the unemployment rate is 16.7%, and 1,619 people are not part of the labor force. The median income for East Porterville households was $27,765, while the mean income was $41,380. Just over twenty percent (20.5%) of all households in East Porterville earned less than $14,999 annually. Forty percent (40%) made between $15,000 and $34,999, 24% were in the $35,000 to $74,999 range, 13.5% earned between $75,000 and $149,999, and 2% of East Porterville households made more than $150,000 annually. The 2010 Census estimates that 36% of households, and 40% of the population, in East Porterville fell below the poverty level in the prior 12 months; approximately 61% of single mothers were below the poverty level.
Along with age and income, mobility and access to vehicles are key population characteristics to explore when determining transit-dependent populations within an area. These characteristics produce physical, financial, legal, and self-imposed limitations which generally preclude individuals from driving; leaving public transit as the most viable mode of transportation. According to the 2010 Census, 11% of Porterville’s non-institutionalized population over the age of five has a disability. Thirty-eight percent (38%) of Porterville’s disabled population is sixty-five years of age or older. Of the individuals with a disability, age 18 years and older, 3,261 of them have ambulatory difficulty. These are the individuals in the Porterville community that benefit greatly from access, safety and comfort enhancements at bus stops and make use of the lifts and ramps on the buses.

The total number of commuters in the City of Porterville is 19,568; of which 564 (3%) have no vehicle available for use, and 4,447 (23%) have only one vehicle available. An alarming element to this is, of the 19,568 total, only 260 reported using public transportation for their commute. Of those 260, 96 have no vehicle available and 30 have one vehicle available; thus more people with two or more vehicles used public transportation than those with one or no vehicle (134 to 126).

East Porterville has a commuting population of 2,271; of which 83 (3.7%) have no vehicle available for use, and 518 (22.8%) have only one vehicle available. Only 20 people reported using public transportation for their commute, nine (9) of which had at least one vehicle to access.
According to the 2010 Census, 21,887 residents in the approximate Porterville Transit service area, age 16 years and older, commute to work. Seventy-one percent (71%) of the working population drive alone to work, 20% carpool, 1% use public transportation (excluding taxicabs), 1% walk to work, and 7% use other means of transportation or telecommute. The mean commute time to work in 2010 was 21 minutes for residents of the City of Porterville and 29.4 minutes for residents of East Porterville.
Economy and Employment

Porterville’s economy is driven by a diverse industry base. According to the Porterville 2030 General Plan the largest economic sectors are services, government, and retail trade, accounting for roughly 70% of all jobs. It should be noted that most agricultural jobs are accounted for within the retail, services, and industry sectors. Table 1 reflects Porterville’s largest employers.

According to the 2010 Census, 12% of employed City of Porterville residents over the age of sixteen are employed in retail trade, while 11.5% are employed in agriculture. Educational and health services employees comprise the largest employee base at 28% of the employed population. This compares to the 11.4% of employed East Porterville residents in retail trade, but contrasts with the 17% employed in education and health services and the 32% employed in agriculture.

Twenty-five percent (25%) of working residents within the City of Porterville hold a position in a managerial or professional occupation, while 22% work in sales or office occupations. Service occupations comprise 21% of the City’s employed population, and 12.5% are involved in production and transportation occupations. These same occupations for residents of East Porterville breakdown as such: 10%, 12%, 19%, and 18.3% involved with transportation and related tasks.

The majority of current and planned retail and industrial uses are located along major roadways, including State Route 65, State Route 190, and city arterials. A large area in southwest Porterville is designated as a future industrial park. Agricultural lands and rural conservation areas are limited to the City’s outer planning boundaries. The City’s current General Plan strives to strengthen Porterville’s economic base through the implementation of policies that help to establish a base industry “direction”.

...
**Table 1: Major Employers in Porterville**

<table>
<thead>
<tr>
<th>Employer (listed in alphabetical order)</th>
<th>Product/Service</th>
</tr>
</thead>
<tbody>
<tr>
<td>Bank of Sierra</td>
<td>Financial</td>
</tr>
<tr>
<td>Beckman Coulter, Inc.</td>
<td>Bio/Medical Electronics</td>
</tr>
<tr>
<td>Burton School District</td>
<td>Education</td>
</tr>
<tr>
<td>City of Porterville</td>
<td>Municipal Services</td>
</tr>
<tr>
<td>E.M. Tharp</td>
<td>Truck Maintenance</td>
</tr>
<tr>
<td>Eagle Mountain Casino</td>
<td>Casino/Restaurant</td>
</tr>
<tr>
<td>Family HealthCare</td>
<td>Healthcare (clinics)</td>
</tr>
<tr>
<td>Foster Farms</td>
<td>Food Processing</td>
</tr>
<tr>
<td>Bethesda Lutheran Communities</td>
<td>In-Home Healthcare (for developmentally disabled)</td>
</tr>
<tr>
<td>McDonalds</td>
<td>Restaurant</td>
</tr>
<tr>
<td>Porterville Developmental Center</td>
<td>Healthcare (treatment of developmentally disabled)</td>
</tr>
<tr>
<td>Porterville Public Schools</td>
<td>Education</td>
</tr>
<tr>
<td>Porterville Sheltered Workshop</td>
<td>Healthcare (training of developmentally disabled)</td>
</tr>
<tr>
<td>Save Mart</td>
<td>Grocery</td>
</tr>
<tr>
<td>Sierra Forest Products</td>
<td>Lumber</td>
</tr>
<tr>
<td>Sierra View District Hospital</td>
<td>Healthcare (hospital)</td>
</tr>
<tr>
<td>U.S. Forest Service</td>
<td>U.S. Forest Service</td>
</tr>
<tr>
<td>Wal-Mart</td>
<td>Distribution Center &amp; Retail</td>
</tr>
</tbody>
</table>

Source: City of Porterville Economic Development Department Community Profile
Transportation System Overview

Highways
The City of Porterville is located along California State Route (SR) 65. This north-south highway connects the city with the valley towns of Strathmore and Lindsay to the north, and Terra Bella and Ducor to the south. Porterville is also served by SR 190, which runs through the city in an east-west fashion, linking Porterville to Poplar to the west, and Lake Success, Springville, and Sequoia National Monument to the east. Both intersect with SR 99, California’s central corridor.

Truck
A variety of major carriers provide daily service within the Porterville area.

Rail
There is currently no rail freight service within the Porterville area, but The San Joaquin Valley Railroad Company (SJVR) maintains service rights to the Union Pacific right-of-way for future freight operations.

Air
General aviation and charter air service is available at the city-owned Porterville Municipal Airport.

Bus
Along with the City’s transit system, Porterville residents are served by Orange Belt Stages, Tulare County Area Transit (TCaT) and various regional private bus services. These services will be discussed in more detail in Chapter 2.
This Page Intentionally Blank
CHAPTER 2 - SYSTEM DESCRIPTION

HISTORY
Transit service in Porterville dates back to 1980 when the City began offering curb-to-curb demand-response service to the general public through Dial-A-COLT (City Operated Local Transit), or COLT. In response to increasing ridership on the demand-response service, the City implemented Porterville Transit, a full-time fixed route service, in July of 1997. Porterville Transit began as a two route system, but quickly matured to the eight route system of today. In August of 2006, Porterville's Dial-A-COLT service was changed to a seniors and Americans with Disabilities Act (ADA)-preferred service, but has since begun to allow all passenger types again. Porterville continues to provide transit service to the general public through its fixed route system and on COLT (waiting list only).

Porterville Transit and COLT services are provided within the city limits and to designated unincorporated urban areas of the county, including “county islands” within the city limits. Service to county areas is provided under a service agreement between the City and the County of Tulare.

ORGANIZATIONAL STRUCTURE
The Porterville City Council is the policy-making body for the Porterville Transit and COLT services; setting the operational policies and parameters for both services. It adopts the Short Range Transit Plan, and through the City’s annual budgetary process, establishes operational and funding levels for the system.

Management of Porterville Transit and COLT is an integrated function of the City of Porterville. The Public Works Department is responsible for the overall management of the services. The City’s Public Works Department is also responsible for the maintenance of the transit fleet, through its Field Services Division.

The City has contracted with Sierra Management, a local private contractor, to perform program administration as well as the daily operations of both Porterville Transit and COLT. The contractor serves as the Porterville Transit and COLT Manager; responsible for the overall administration, planning, monitoring, and marketing of the system. The Transit Manager acts as the liaison to TCAG, Caltrans and the FTA, and is responsible for the day-to-day operations management: the hiring, testing, training and supervision of all
drivers and dispatch staff; fare collection; data collection and reporting; and the daily operation of Porterville Transit and COLT vehicles in accordance with City policies and all state and federal regulations.

The County of Tulare contracts with the City of Porterville to provide transit service to unincorporated areas surrounding Porterville. The County reimburses the City for service provided to County residents using Local Transportation Funds (LTF).
PORTERVILLE TRANSIT - FIXED ROUTE SERVICE OVERVIEW

Description of Current Fixed Route Service

The City of Porterville operates Porterville Transit as its fixed route service. Fixed route systems are comprised of a network of public transportation vehicles operated along prescribed routes according to an established time schedule. The fixed route service operates within urban Porterville and unincorporated county areas.

As of January 2012, Porterville Transit operates eight fixed routes. Each route is a one-way loop, beginning and ending at the Porterville Transit Center. Routes 1 through 6 operate on 40-minute headways. Routes 7 and 8 operate every hour and twenty minutes, alternating one bus between the two routes.

Porterville Transit routes operate on a timed-transfer system; all routes are scheduled to arrive at and depart the Transit Center at approximately the same time. A timed-transfer system allows passengers the ability to interchange from one route to another route within a specified time period (i.e. forty minutes), in order to continue a trip. Route service adjustments were last implemented in February 2010. Figure 5 details Porterville Transit’s current service. Each route is described below:

- **Route 1** serves central and west Porterville, including Sierra View District Hospital, Porterville High School, and commercial/business areas along Olive and Morton.

- **Route 2** serves northwest Porterville, including Monache High School, commercial/business areas along Henderson, Westfield, and north Main Street.

- **Route 3** serves eastern portions of Porterville, including Granite Hills High School and unincorporated residential areas.
ROUTE 4 serves southeastern portions of Porterville, including areas south of SR 190 (Porterville Developmental Center, Porterville College, and Pioneer Junior High School) and locations along south Main Street.

ROUTE 5 serves central and west Porterville, including commercial/business areas along Henderson and north Main Street.

ROUTE 6 serves central and south Porterville, including Sierra View District Hospital, Porterville High School, commercial areas along south Jaye Street, and the Family HealthCare Network.

ROUTE 7 serves central and north Porterville, including the Porterville Adult School, Sequoia Middle School, Wal-Mart, and the City recycling facility.

ROUTE 8 serves northeast Porterville, including areas near the golf course, industrial areas along north Plano, and Citrus High School.

Fixed Route Service Days and Hours

Porterville Transit provides fixed route service Monday through Friday from 7:00 a.m. to 7:00 p.m. and on Saturday from 9:00 a.m. to 5:00 p.m. Porterville Transit does not operate on Sundays, New Year’s Day, Fourth of July, Thanksgiving Day, or Christmas Day. All other holidays are operated on a “Saturday” schedule.
Fixed Route Fare Structure

Fare adjustments were implemented in February 2010 as recommended from a previous SRTP process, and will be discussed in more detail in Chapters 4 and 6. The current Porterville Transit fare structure is as follows:

<table>
<thead>
<tr>
<th>Category</th>
<th>Fares</th>
</tr>
</thead>
<tbody>
<tr>
<td>General Public (age 5+)</td>
<td>$1.25/one-way trip</td>
</tr>
<tr>
<td>Seniors (age 62+)/ADA/Medicare card holder</td>
<td>$1.25/one-way trip</td>
</tr>
<tr>
<td>Midday Special (Seniors/ADA/Medicare card holder)</td>
<td>$0.50/one-way trip</td>
</tr>
<tr>
<td>Children (under age 4; with an adult)</td>
<td>Free (first two)</td>
</tr>
<tr>
<td>Each additional child</td>
<td>$1.25/one-way trip</td>
</tr>
<tr>
<td>Monthly Pass (unlimited rides)</td>
<td>$36/month</td>
</tr>
<tr>
<td>TPass (Tulare County-wide Monthly Pass)</td>
<td>$45/month</td>
</tr>
</tbody>
</table>

Porterville Transit offers a “Midday Special” fare of 50¢ for seniors (age 62 and older), passengers with disabilities, and Medicare card holders between the hours of 9:00 a.m. and 1:00 p.m. Proof of age, Americans with Disabilities Act (ADA) certification, or a Medicare card is required to receive discount.

Children must be at least 7 years of age to ride the bus without adult supervision. Small infants and children age 4 and under are allowed to ride for free when accompanied by an adult (up to a maximum of two free children per paying adult).

Timed transfers are free for continuing one-way trips, but are not valid for return trips or stop-overs.

Fixed Route Ridership Profile

In FY 2010/11, Porterville Transit served 437,041 passengers. This is a 12.3% decrease from the FY 2009/10 total of 498,520 passengers, and a 21.3% decrease from the historical high for ridership in FY 2008/09 of 555,511. Monthly ridership peaked within the 2010/11 fiscal year during October 2010, with a reported 41,858 passengers. For perspective, four months in FY 2009/10 and all 12 months of FY 2008/09 had higher ridership.
The month of December 2010 saw the lowest reported ridership for the fiscal year, with 29,885 passengers. The average monthly fixed route ridership for FY 2010/11 was 36,420 passengers.

Porterville Transit Monthly Ridership
FY 2010/11

Though FY 2010/11 was not as productive as years past (a result of a weakened economy), the current fiscal year has rebounded strongly. Already, the first six months are averaging 41,329 passengers per month; on track to end with an annual ridership between 490,000 and 500,000. This projected level of ridership would rank as Porterville Transit's third highest ridership ever.
Fixed Route Vehicle Profile

The fixed route fleet consists of fourteen (14) vehicles; and all fourteen are classified by the City as active vehicles. Seven (7) of the buses are used to meet peak pull-out requirements for current route service, while the other seven (7) active buses provide back-up to the peak bus requirements. It should be noted that the City under guidance from the San Joaquin Valley Air Pollution Control District limits the use of the 2003 MST buses because of their diesel fuel configuration. This limiting places an artificial spare factor on the fleet. These diesels are used when other buses are down for major servicing or repair.

All Porterville Transit buses are equipped with a wheelchair lift and securement system to better serve passengers who are physically challenged. Table 2 shows the Porterville Transit fixed route vehicle inventory as of June 2011.

Fixed Route Financial Profile

Porterville Transit cost a total of $1,279,934 to operate in FY 2010/11. The passenger fare revenue totaled $405,110 during the same time period, which equates to a fare box ratio of approximately 31.7%.

Federal Transit Administration (FTA) Section 5307 funding, City Local Transportation Funds (LTF), and farebox revenues are the main sources of revenue for the Transit Department.
revenue for Porterville Transit. FTA Section 5307 funds comprise a significant portion (approximately 34%) of total operating revenues. Additional funding comes from the County of Tulare through a contract for service fees which cover service provided to County residents.

**COLT - DEMAND-RESPONSE SERVICE OVERVIEW**

**Description of Current Demand-Response Service**

The City of Porterville operates Dial-A-COLT, or COLT (formerly City Operated Local Transit), as its demand-response service. COLT provides service for passengers preferring the convenience of curb-to-curb transportation due to age, disability, or distance from a transit route. COLT is available to the general public on a “wait-list” basis, but its priority is to provide service for seniors and disabled persons. The demand-response service area covers approximately 28.4 square miles. The City is responsible for service within its incorporated city limits, and also provides service within designated County of Tulare areas under a funding and service agreement with the County. Figure 2 in Chapter 1 delineates COLT’s service area (Service Area Boundary).

**ADA/Paratransit Service**

COLT provides paratransit service to any individual whose disability prevents independent access to, and use of, Porterville Transit’s accessible fixed route service. This service is provided in response to the Americans with Disabilities Act. Trips must have an origin and destination within ¾ of a mile from an operating fixed route bus route.

**Demand-Response Service Days and Hours**

COLT currently provides demand-response service Monday through Friday from 7:00 a.m. to 7:00 p.m. and on Saturday from 9:00 a.m. to 5:00 p.m. COLT does not operate on Sundays, New Year’s Day, Independence Day, Thanksgiving Day, or Christmas Day. All other holidays are operated on a “Saturday” schedule.

All requested trips are handled on a first come, first serve basis, with priority given to seniors, ADA, and Medicare passengers. ADA reservations may be made on a demand-response, advance reservation, or
subscription basis (to the extent that capacity allows). COLT accepts ADA reservations up to fourteen days in advance of the desired trip; reservations are taken between the hours of 6:15 a.m. and 7:00 p.m., Monday through Friday, and from 8:15 a.m. to 5:00 p.m. on Saturdays. Afterhours and on Sundays, riders can leave a message requesting a trip for the following day. When scheduling a pick-up, customers are advised of their approximate pick-up time and every effort is made to pick up the customer as soon as reasonably possible. Most passengers are picked up within one-half hour of call-in. Demand-response drivers provide assistance to disabled persons and seniors while boarding and disembarking COLT vehicles.

General public or Non-ADA passengers are limited to same day trips. General public riders are placed on a wait-list when they call in a service request, and are accommodated after all senior, ADA, and Medicare passengers have been provided service.

**Demand-Response Fare Structure**

Fare adjustments were implemented in February 2010 as part of a previous SRTP process, and will be discussed in more detail in Chapter 4. The current COLT fare structure is as follows:

<table>
<thead>
<tr>
<th>Category</th>
<th>Fares</th>
</tr>
</thead>
<tbody>
<tr>
<td>Seniors (age 62+)/ADA/Medicare card holder</td>
<td>$2.00/one way trip</td>
</tr>
<tr>
<td>General Public (age 5+)</td>
<td>$3.00/one way trip</td>
</tr>
<tr>
<td>Personal Care Attendant (one per ADA registrant)</td>
<td>Free</td>
</tr>
</tbody>
</table>

ADA passengers must show proof of eligibility in order to receive the reduced fare. The registration process requires approval of an application form by City personnel. Current application requirements include a passenger application form and certification by a licensed medical professional. Eligibility screening is provided to anyone who requests it, or to anyone who requests screening on behalf of a potential rider.
Personal care attendants are allowed to ride for free when accompanying a disabled passenger (ADA registrant) to or from the same origin or destination. A personal care attendant is someone who must travel with the customer, specifically to help the customer meet his or her travel needs. Guide dogs or other service animals may accompany customers at no additional charge. Children must be at least 7 years of age to use the service without adult supervision.

**Demand-Response Ridership Profile**

In FY 2010/11, ridership on COLT totaled 14,078 passengers. This is a 7.4% decrease from the FY 2009/10 total of 15,202 passengers, and a 77.3% decrease in passengers from COLT’s ridership in FY 2005/06. This total accounts primarily for senior, ADA, and Medicare passengers. The demand-response service has seen an annual reduction in ridership since FY 2004/05 as a result of a passenger shift to the more accessible and affordable fixed route service.

Monthly ridership peaked within the 2010/11 fiscal year during the month of September 2010, which reported 1,380 passengers. The month of June 2010 saw the lowest reported ridership for the fiscal year, with only 922 passengers.
passengers. The average monthly demand-response ridership for FY 2010/11 was 1,173 passengers. The trend of decreased COLT ridership has continued in the first half of FY 2011/12 as the average stands at 1,051 passengers per month.

Demand-Response Vehicle Profile

The COLT demand-response fleet consists of five (5) vehicles; three (3) vehicles are classified by the City as active, or primary, vehicles, and two (2) are classified as reserve, or back-up, vehicles. All COLT vans are equipped with a wheelchair ramp and securement system to better serve passengers who are physically challenged. The following inventory is current as of June 2011.

<table>
<thead>
<tr>
<th>Veh. No.</th>
<th>License No.</th>
<th>Year</th>
<th>Make/Model</th>
<th>Seats</th>
<th>Fuel Type</th>
<th>Status</th>
</tr>
</thead>
<tbody>
<tr>
<td>D8167</td>
<td>1231269</td>
<td>2006</td>
<td>Activan*</td>
<td>6</td>
<td>Unleaded</td>
<td>Reserve</td>
</tr>
<tr>
<td>D8172</td>
<td>1257885</td>
<td>2007</td>
<td>Activan*</td>
<td>6</td>
<td>Unleaded</td>
<td>Reserve</td>
</tr>
<tr>
<td>D8173</td>
<td>1257879</td>
<td>2007</td>
<td>Amerivan*</td>
<td>6</td>
<td>Unleaded</td>
<td>Active</td>
</tr>
<tr>
<td>D8174</td>
<td>1258567</td>
<td>2008</td>
<td>Amerivan*</td>
<td>6</td>
<td>Unleaded</td>
<td>Active</td>
</tr>
<tr>
<td>D8183</td>
<td>1322544</td>
<td>2008</td>
<td>Amerivan*</td>
<td>6</td>
<td>Unleaded</td>
<td>Active</td>
</tr>
</tbody>
</table>

* Wheelchair lift/ramp equipped.

Demand-Response Financial Profile

COLT cost a total of $492,893 to operate in FY 2010/11. The passenger fare revenue totaled $38,798 during the same fiscal year which equates to approximately 7.9% of total operating revenues. FTA Section 5307 funding, City Local Transportation Funds (LTF), and farebox revenues are the main sources of revenue for COLT. FTA 5307 funds comprise a significant portion of total operating revenues, while the County provides funding through the contract for service provided to County residents.

Holiday/Special Event Trolley Service

The City of Porterville operates a special event trolley service. The City’s 20-passenger trolley bus is used to transport passengers from downtown Porterville to and from special or promotional events (such as the annual Iris Festival and Fly-in), as a shuttle service to difficult-to-serve areas, and for special holiday service.
The service operates along designated routes, but does not run on a fixed route schedule, and is not tied to the Porterville Transit system. Figures 6 and 7 illustrate the four routes served by the Porterville Trolley.

Route 1, the Holiday Route, serves major shopping destinations within Porterville during major holiday periods. Route 2, the Fairgrounds Route, provides service between Downtown and the Porterville Fairgrounds for various fairground events. Route 3, the Main Street/Community Events Route, provides service along Main Street for community-based special events. The newest route, Route 4, provides service between Downtown and the Porterville Municipal Airport. This route was implemented in June of 2008.

Route 1, the Holiday Route, has a one-way fare of $1.25. Trolley rides are free of charge on Trolley Routes 2, 3, and 4.
PORTERVILLE TROLLEY ROUTES

1. Holiday Route
2. Fairgrounds Route
3. Main Street/Community Events Route
4. Airport Route
**Downtown Transit Center**

The Porterville Transit Center is located on West Oak Avenue, between “D” Street and Hockett Street in the downtown business district. The Transit Center is depicted in Figure 8. The Transit Center was built to establish a centralized location for the routing of local transit buses, coordinate interfacing between local and regional bus service, and to attract revenue-generating enterprises related to the center.

The Porterville Transit Center is an inter-modal center providing local bus service (Porterville Transit/COLT), connections to regional bus service provided by Tulare County Area Transit (TCaT) and Orange Belt Stages, and charter service to Mexico via Tur America. The 2,790 square foot facility houses a dispatch center and a ticket office, and is surrounded by twelve bus bays, a passenger concourse with benches, lockers and other passenger amenities, and landscaping. The Transit Center is equipped with 24-hour security cameras. In addition, the area includes a well-lit 24-hour car parking lot for transit employees and persons traveling overnight.

In 2007 the City redeveloped a City-owned retail lot adjacent to the Transit Center to provide additional downtown parking, including designated short-term parking for transit users, and pedestrian improvements between the lot and the Transit Center. This transit-only parking provides safe parking for area residents who need to drive into town to access regional transit service, or drivers living just outside of Porterville who prefer to use local transit for trips within town. Passengers wishing to use the lot must obtain a parking permit from the Transit Center before leaving their vehicles.
Porterville Transit Center

Short Range Transit Plan
**Existing Interface Between Transit Systems**

A number of transit systems interface within the Porterville area. The Porterville Sheltered Workshop (PSW) is a local organization that helps disabled individuals achieve an independent and productive life through a variety of services and programs. PSW provides transit service to its clients from their homes to program work sites. The service operates Monday through Friday from 5:00 a.m. to 5:00 p.m., and limited hours on Saturday and Sunday. The PSW service area encompasses approximately 700 square miles in southeast Tulare County. PSW also contracts with the Tulare County Housing Authority to provide service to senior citizens residing at the Sequoia Dawn facility in Springville. This service operates on Tuesdays and Thursdays from 9:00 a.m. to 1:00 p.m. for the first two weeks of the month and on Thursdays (only) during the last two weeks of the month.

The Porterville Developmental Center (PDC) is a state-operated facility that provides 24-hour care for people with developmental disabilities. PDC provides door-to-door transit service to its clients attending Porterville Sheltered Workshop activities, as well as other activities throughout the Porterville area. This service operates between the hours of 6:00 a.m. and 10:00 p.m. on a daily basis.

The Family HealthCare Network provides vanpool transportation services along a designated route in the outlying Porterville areas. Transportation services can be accessed at locations in Poplar, Terra Bella, and Woodville. Transportation is provided Monday through Friday. These services are free to Family HealthCare Network patients and their families.

The County of Tulare currently operates one inter-city transit route and three local circulator routes that serve Porterville. The Southeast County Route 40 runs Monday through Saturday and travels between Visalia, Tulare, Lindsay, Strathmore, and Porterville. The Springville-Porterville Route 70 travels between Springville and Porterville Monday through Friday. The Porterville-Terra Bella Route 80 serves the towns of Porterville and Terra Bella. This line runs Monday through Friday. The Woodville-Poplar-Porterville Route 90 runs between the three towns every Monday through Friday. In Porterville, the Tulare County Area Transit (TCaT) service can be accessed Monday through Saturday at the Downtown Transit Center.
Orange Belt Stages provides daily bus service between Las Vegas, Bakersfield, Porterville, Visalia, and Hanford. The service is designed to provide basic inter-city service, carry express packages and connect to local Greyhound depots.

Tur America, an international bus service, provides charter service between California and Mexico, with daily stops at the Porterville Transit Center.
CHAPTER 3 - PUBLIC OUTREACH

Surveys are one of the most accurate and cost-effective means of obtaining information about all aspects of a transit system, including passenger demographics, trip characteristics, passenger perceptions about the quality of service and public knowledge of the system. Survey results are helpful in identifying unmet service needs, and determining potential transit markets. Both on-board and public opinion surveys were conducted in an effort to garner public participation from both riders and non-riders. Survey results are summarized in the following sections.

ON-BOARD PASSENGER SURVEYS

Methodology

On-board surveys were administered for Porterville Transit during January of 2012. A total of 239 survey forms were completed; 195 for Porterville Transit, and 44 for COLT. Each of the fixed routes was represented during survey collection. The days and times to conduct the surveys were selected to represent a “typical” ridership period. Thus, survey results are assumed to be representative of overall Porterville Transit and COLT ridership.

TPG Consulting developed the on-board survey form with input and approval from City staff. The survey was developed in accordance with the City’s annual passenger survey process to insure consistency with historical data. The fixed route on-board surveys were made available for voluntary completion on board buses. Surveys were provided in both English and Spanish. Demand-response (COLT) surveys were made available for passengers to voluntarily complete. Respondents were asked to complete the survey only once, so as to avoid skewing statistical analysis through duplication.

Appendix A contains a copy of the survey form administered during the on-board survey process.

Porterville Transit Passenger Survey Results

Surveyors collected a total of 195 surveys from Porterville Transit fixed route passengers. Results of the surveys are summarized below. All responses are for combined weekday and Saturday ridership.
Demographic Characteristics

The average Porterville Transit rider is female, between the ages of 19 and 39, with an average household income below $10,000, and no access to an automobile.

Gender

The majority of respondents indicated they were female; just under two-thirds (62%) of respondents were female.

One hundred ninety-four (194) passengers, or 100% of passengers surveyed, responded to this question.

Age

Roughly two-thirds of respondents (63%) were working-age adults between the ages of 19 and 49. School-age riders between the ages of 7 and 18 accounted for 9% of respondents. The system serves a significant number of school-aged passengers, however many do not typically complete survey forms due to their age. Approximately 28% of passengers are 50 years of age or older, with 8% being at least 62 years of age. This is a considerable increase from the 16% value attributed to the same population group in the 2010 SRTP survey. This could be the result of more elderly Porterville citizens switching to the more affordable, and increasingly accessible, fixed route bus services. The 2010 Census shows Porterville’s population to have 17.5% of its total population attributed to persons 55 years and older, so this elderly ridership profile of 28% outpaces is standing relative to the population as a whole.

The Porterville Transit age profile shifted since the 2010 SRTP surveys were conducted. This data set show a more balanced age distribution, with the ridership increasing in age overall.
One hundred eighty-nine (189) passengers, or 97% of passengers surveyed, responded to this question.

Income
Income plays an important role in determining transit ridership in the Central Valley. Typically, as income levels and available transportation options increase, the demand for transit services decreases. This correlation is apparent in Porterville Transit’s rider base.

Over two-thirds (66%) of respondents reported household incomes below $10,000; this is an 11% increase from 2010. Another 14% reported household incomes between $10,000 and $19,999; half the level reported in 2010. Although household size is not known, it is likely that many of these households are at, or near the poverty level. Also, with 3% of respondents unwilling to state their income, the actual percentage of low-income passengers could be much higher.

Disability Status
Nineteen percent (19%) of passengers surveyed answered “yes” to having a handicap or disability, while the other 81% indicated that they did not. One hundred ninety-two (192) passengers, or 99% of passengers surveyed, responded to this question.

Passengers that responded “yes” to having a disability were asked to answer a series of related questions. Answers to these questions
were only tallied if the respondent claimed to have a handicap or disability; all other answers were dismissed. From these questions it was ascertained that 13% of disabled respondents need a wheelchair lift to complete their trip, compared with 27% in 2010. This decrease might be attributed to Porterville Transit’s conversion to low floor buses which “kneel” to the curb to allow for wheelchair access without the use of a lift. Eighty-six percent (86%) of these respondents feel that Porterville Transit adequately meets their mobility needs, and 93% of respondents claim that they use Porterville Transit more frequently than the COLT demand-response service.

Automobile Availability

Respondents were asked whether they had access to an automobile for their particular trip. A significant majority (88%) of the passengers surveyed indicated that they did not have a car available for their trip, underscoring the importance of transit service to Porterville Transit’s core riders.

One hundred ninety (190) passengers, or 98% of passengers surveyed, responded to this question.
Alternative Modes

Another question asked riders how they would have traveled to and from their destination if transit service had not been available. Over half of respondents (56%) reported that they would have walked; possibly indicating that many passengers are using transit for relatively short trips. Walking was also the preferred alternative mode in the 2006 and 2008 surveys. Another 28% reported they would have obtained a ride from a friend or family member. Overall, 76% of respondents would have used alternate means to make the trip, while 24% of respondents (up from 23% in 2010) reported that they would not have made the trip if the bus was not available. This increase may indicate that many riders may have no other transportation options available to them due to age, disabilities, distance, or financial constraints. Many respondents included multiple answers; percentages are based on total responses received.

Length of Patronage

Over half of respondents (60%) indicated that they have been using the service for more than two years, indicating that Porterville Transit has a well-established ridership base.

One hundred ninety (190) passengers, or 98% of passengers surveyed, responded to this question.

New riders were also asked to indicate why they started using Porterville Transit. The majority (59%) chose the economy as their primary reason; 46% stated their decision to use transit was prompted by convenience; 0.7% stated...
that their choice was driven by Porterville Transit’s new buses; and another 9% indicated that they were going green.

**Trip Characteristics**

The average Porterville Transit trip is taken daily to get to and from shopping destinations, school, and work. Information regarding the fixed route service is most often obtained from bus drivers in the field.

**Trip Purpose**

Passengers were asked to indicate the purpose of their trip. Respondents reported a variety of trip purposes, indicating that Porterville Transit serves a variety of different needs. Answers were relatively uniform across the board, as compared with 2006, 2008, and 2010 survey responses. Frequently mentioned activities included shopping (47%), school/college trips (25%), and work (25%); an increase of 15% since the surveys from 2010. Many respondents included multiple answers; percentages are based on total responses received.

Those passengers, whose trip purpose was reported as “shopping”, were also asked how much money they had spent or expected to spend during their shopping trip. The average expenditure was $33 per shopper. Based on survey information and ridership statistics, it is estimated that Porterville Transit passengers spend approximately $3,389,000 annually in the community.
Frequency of Use

Over half (51%) of the Porterville Transit riders surveyed use the service daily (3 to 6 days a week). Another 33% use it weekly (1 to 2 days a week). This is an 8% increase from the 2010 surveys, indicating that Porterville Transit riders are using the service more frequently. Two percent (2%) of riders reported that it was their first time using the service. One hundred eighty-seven (187) passengers, or 96% of passengers surveyed, responded to this question.

Information Dispersal

Respondents were asked to indicate how they usually get information about the transit system. Forty-one percent (41%) responded that they acquire information by asking one of the bus drivers. This was also the favored response for the 2006, 2008, and 2010 surveys. Another 37% would consult the Tulare County Transit Guide, a 16% increase from 2010. Multiple answers were allowed; percentages are based on total responses received.
Rider Attitudes and Opinions

Porterville Transit riders would like to see a few service improvements, but are generally very happy with the current system's performance. The majority of riders surveyed also indicated that they would be willing to pay more for the fixed route service.

Needed Improvements

Survey respondents were asked to choose from a list of system improvements that they would most like to see addressed. Fifty-two percent (52%) of passengers would like to see the service extended to later hours in the evening, and 76% would like to have service on Sundays. Another 22% of respondents would like to see more bus stop amenities, including benches and lighted shelters. While 22% would like to see more frequent service and 23% chose to have services available earlier in the day. Multiple answers were allowed; percentages are based on total responses received.

Porterville Transit

Fare Increase

The survey also asked respondents to indicate the amount they would be willing to pay for service if the City needed to raise Porterville Transit fares. Fifty-seven percent indicated they would pay an additional ten cents for services, but 34% would be willing to pay $0.25 more for the fixed route service.
**System Performance**

The majority of survey respondents (87%) are happy with Porterville Transit’s overall system performance. This figure is identical to the 2010 survey results.

One hundred ninety-three (193) passengers, or 99% of passengers surveyed, responded to this question.

**COLT Passenger Survey Results**

Surveyors collected a total of 44 surveys from COLT passengers. Results of the surveys are summarized below. All responses are for combined weekday and Saturday ridership.

**Demographic Characteristics**

The average COLT rider is female, over the age of 60, with an average household income below $10,000, and no access to an automobile.

**Gender**

As with Porterville Transit, the majority of COLT respondents indicated they were female; over half (68%) of respondents were female. This gender profile mirrors the 2006, 2008, and 2010 survey data.

Forty-one (41) passengers, or 93% of passengers surveyed, responded to this question.
Age
As expected of a semi-restricted service, the age of demand-response riders tends to be older than that of fixed route riders. Over two-thirds (70%) of passengers are 50 years of age or older, with a half (51%) being at least 62 years of age. Another 30% of respondents are between the ages of 19 and 49, indicating that of COLT’s disabled riders are working age adults. Forty-three (43) passengers, or 97% of passengers surveyed, responded to this question.

Income
The income profile of COLT riders is more balanced based off of this survey when compared to the numbers obtained in the 2010 SRTP survey. Forty percent (40%) have responded that they have incomes below $20,000, with only 3% reporting income less than $10,000; a 46% decrease from the 2010 survey data. This can be tied to fare increases in the COLT system.

Thirty-five (35) passengers or 80% of passengers surveyed, responded to this question.

Disability Status
Sixty-three percent (69%) of passengers surveyed answered “yes” to having a handicap or disability (6% less than in 2010), while 31% indicated that they did not. Since the fixed route service has seen an increase
in disabled riders over the past year, it is safe to assume that many former COLT passengers have transitioned to the Porterville Transit service. Forty-two (42) passengers, or 95% of passengers surveyed, responded to this question.

Passengers that responded “yes” to having a disability were asked to answer a series of related questions. Answers to these questions were only tallied if the respondent claimed to have a handicap or disability; all other answers were dismissed. From these questions it was ascertained that 16% of disabled respondents need a wheelchair lift to complete their trip. Ninety-three percent (93%) of these respondents feel that COLT adequately meets their mobility needs, and 95% claim that they use COLT more frequently than Porterville Transit.

**Automobile Availability**

Respondents were asked whether they had access to an automobile for their particular trip. A majority (80%) of the passengers surveyed indicated that they did not have a car available for their trip, underscoring the importance of transit service to COLT’s rider base. These statistics are in line with Porterville Transit results.

Forty-four (44) passengers, or 100% of passengers surveyed, responded to this question.
Alternative Modes

Another question asked riders how they would have traveled to and from their destination if transit service had not been available. The majority of respondents (58%) reported that they would not have made the trip at all, highlighting just how important these services are to the many riders that may have no other transportation option available to them due to age, disabilities, distance or financial constraints. Many respondents included multiple answers; percentages are based on total responses received.

Length of Patronage

About three-quarters of respondents (73%) indicated that they have been using the service for more than two years, showing that COLT has a well-established ridership base. Forty-two (42) passengers, or 95% of passengers surveyed, responded to this question.

New riders were also asked to indicate why they started using COLT. The majority (72%) chose convenience as their primary reason; 36% stated their decision was prompted by the economy; and 6% indicated that they were going green.

Trip Characteristics

The average COLT trip is taken daily to get to and from shopping destinations, work, and medical appointments. Information regarding the demand-response service is most often obtained by calling the service information number.
**Trip Purpose**

Passengers were asked to indicate the purpose of their trip. Respondents reported a variety of trip purposes, indicating that COLT serves a variety of different needs. More than one-third (37%) of respondents use the service for shopping trips. Other frequently mentioned activities were work (26%), and medical appointments (23%). Many respondents included multiple answers; percentages are based on total responses received.

Those passengers, whose trip purpose was reported as “shopping”, were also asked how much money they had spent or expected to spend during their shopping trip. The average expenditure was $34 per shopper. Based on survey information and ridership statistics, it is estimated that COLT passengers spend approximately $177,000 annually in the community.
**Frequency of Use**

Almost half (49%) of the COLT riders surveyed use the service daily (3 to 6 days a week). Another 42% use it weekly (1 to 2 days a week). In comparison with 2010 survey data, more riders are using the service daily and fewer riders are using the service weekly, in the face of tough economic times and increased Senior/ADA fares. Forty-three (43) passengers, or 97% of passengers surveyed, responded to this question.

**Information Dispersal**

Respondents were asked to indicate how they usually get information about the demand-response system. Fifty-two percent (52%) responded that they acquire information by calling the information number, not surprising since ride reservations are taken by phone. Another 24% ask a friend or family member, and 33% ask a bus driver or consult the Tulare County Transit Guide. Multiple answers were allowed; percentages are based on total responses received.
Rider Attitudes and Opinions

COLTriders would like to see a few service improvements, but are generally very happy with the current system’s performance.

Needed Improvements

Survey respondents were asked to choose from a list of system improvements that they would most like to see addressed. Forty-eight percent (48%) of passengers would like to see Sunday service, 45% would like to have later service hours, and 31% indicated earlier services, all extensions of existing service parameters. Twenty-six percent (26%) replied with desiring more frequent services. Multiple answers were allowed; percentages are based on total responses received.

Fare Increase

The survey also asked respondents to indicate the amount they would be willing to pay for service if the City needed to raise COLT fares. Respondents did not seem opposed to a fare increase for either passenger type. For general passengers, 67% were in favor of a $0.50 increase. When cross-tabbing for seniors, 41% were in favor of a minor Senior/ADA increase in fares.
System Performance

In general, the majority of survey respondents (93%) are happy with COLT's overall system performance and gave an excellent or good rating. This figure is 1% lower than in 2008, and is comprised of more “good” ratings and fewer “excellent” ratings. Forty-three (43) passengers, or 97% of passengers surveyed, responded to this question.

COMMUNITY SURVEY

Methodology

Community surveys were administered for the City of Porterville Transit Study from January 10, 2012, to March 21, 2012 in local establishments within the Porterville area (Starbucks and Hoagie’s hero subs shop). These surveys were conducted in order to develop a profile of the community’s attitudes towards the Porterville Transit and COLT services. The information collected tests the overall awareness of the service within the community and needs related to public transportation.

The survey questions were developed by TPG Consulting, with input and approval from City Staff. Surveys were conducted by TPG Consulting in English and Spanish. Survey results should be interpreted as information about those who completed the survey, and are not necessarily representative of all Porterville residents.

Appendix B contains a copy of the survey form administered during the Community survey process.

Community Survey Results

Surveyors conducted a total of 130 useable surveys completed online, in person or on Facebook. Results of the surveys are summarized below.
Almost three-fourth of the community survey participants (71%) indicated that they are familiar with the bus system, and over half knew the official name of the system (Porterville Transit/COLT). The final screening question asked the interviewee if he/she had personally used the Porterville transit services during the past year. Forty-seven (47%) of participants indicated that they had ridden on the system during the past year.

Are you familiar with the transit system in Porterville?

<p>| | |</p>
<table>
<thead>
<tr>
<th></th>
<th></th>
</tr>
</thead>
<tbody>
<tr>
<td>Yes</td>
<td>71%</td>
</tr>
<tr>
<td>No</td>
<td>29%</td>
</tr>
</tbody>
</table>

Do you know the official name of the transit system?

<table>
<thead>
<tr>
<th>Name</th>
<th>Percentage</th>
</tr>
</thead>
<tbody>
<tr>
<td>Porterville Transit</td>
<td>57%</td>
</tr>
<tr>
<td>COLT</td>
<td>23%</td>
</tr>
<tr>
<td>Pony Express</td>
<td>2%</td>
</tr>
<tr>
<td>Pioneer Transit</td>
<td>1%</td>
</tr>
<tr>
<td>Don’t know</td>
<td>22%</td>
</tr>
</tbody>
</table>

Have you personally used Porterville transit services during the past year?

<p>| | |</p>
<table>
<thead>
<tr>
<th></th>
<th></th>
</tr>
</thead>
<tbody>
<tr>
<td>Yes</td>
<td>47%</td>
</tr>
<tr>
<td>No</td>
<td>53%</td>
</tr>
</tbody>
</table>

Non-Riders

The second section of the survey targeted riders who had not used the service during the past year, and those people not familiar with the Porterville transit service. Fifty-one percent (51%) of non-riders responded that there was a possibility they would use Porterville Transit or COLT in the future. Of those respondents, the majority of participants stated that they would use transit for shopping trips, followed by medical appointments. Other trip purposes included traveling to and from work. The number one reason provided for not using the service was the availability of other transportation.
Is there a possibility you might choose to use Porterville transit services in the future?

Yes       51%
No        16%
Not sure  33%

For what purpose would you ride the bus?

Work       44%
Medical    47%
Shopping   65%
Social     42%
School     32%
Other      2%

What is the reason you have not used the service in the past?

I didn’t know there was a transit service in town 3%
The bus does not go when I need/want to go      5%
The service costs too much                      1%
Other bus passengers                            0%
I have other transportation                      47%
The bus does not stop near me                    11%
The bus takes too long                           6%
I have never thought about it                     13%
The bus does not go where I need/want to go      8%
The service is inconvenient                      3%
The service is unreliable                         2%
Other                                              3%

All Participants

The third section of the community survey targeted all participants. Seventy-eight percent (78%) of the participants did not have a transit schedule on hand. 31% did recall seeing or hearing advertising about the
transit service in the Porterville Recorder News Paper. However, 77% of the survey participants have noticed the ad space on the Porterville transit buses, indicating that the advertising program is successful in drawing attention to the transit buses.

Do you have a Porterville bus schedule on hand?
Yes 22%
No 78%

Do you recall seeing or hearing any advertising about Porterville transit in the last three months?
TV 2%
Radio 16%
Newspaper 31%
Poster 3%
Brochure/Flyer 9%
On the bus 34%
Yes, but I don’t remember where 10%
No 20%
Don’t know 7%
Other 1%

Do you recall which newspaper?
Porterville Recorder 56%
Valley Voice 5%
Visalia Times Delta 2%
Other 40%

Have you noticed ad space on the local transit buses?
Yes 78%
No 22%
To determine how members of the community would find out information about the transit services in Porterville, interviewees were asked how they would go about getting information related to the system. Thirty-seven percent (37%) said they would contact City Hall or the Chamber of Commerce, and 20% said they would ask a bus driver, to go about getting information.

If you needed information on the transit service, how would you go about getting it?

- Ask a bus driver: 20%
- Ask a friend/family member: 10%
- Tulare County Transit Guide: 19%
- City Hall/Chamber of Commerce: 37%
- Phone book: 7%
- Don’t know: 7%

Overall, 55% of participants familiar with the system think the Porterville transit system is doing an excellent or good job.

Overall, how would you rate Porterville transit services?

- Excellent: 24%
- Good: 31%
- Fair: 5%
- Poor: 3%
- No Comment: 37%

To help make assessments regarding changes to the existing fare structure, interviewees were asked what they thought would be a reasonable fare to ride each of the Porterville transit services if the fares needed to be raised. The majority of participants felt that there should be no change to the current fare structure. Current fares were disclosed.
If the City needs to raise Fixed Route fares, what would you be willing to pay for the service?

|$1.35| 23% |
|$1.40| 10% |
|$1.45| 5% |
|$1.50| 56% |

If the City needs to raise Dial-A-Ride: Senior/ADA/Medicare card holder fares, what would you be willing to pay for the service?

|$2.10| 31% |
|$2.25| 23% |
|$2.35| 12% |
|$2.50| 17% |

If the City needs to raise Dial-A-Ride: General fares, what would you be willing to pay for the service?

|$3.50| 57% |
|$4.00| 19% |
|$4.50| 3% |
|$5.00| 7% |

**Demographic Characteristics**

The final section of the community survey provides a profile of survey participants. Sixty-three percent (63%) of those interviewed were female, and 37% were male. The age distribution was balanced, with four of the six age groups each making up 21 to 24% of responses, and 24% of participants have household incomes below $20,000 annually.

What is your gender?

<table>
<thead>
<tr>
<th>Gender</th>
<th>Percentage</th>
</tr>
</thead>
<tbody>
<tr>
<td>Male</td>
<td>37%</td>
</tr>
<tr>
<td>Female</td>
<td>63%</td>
</tr>
</tbody>
</table>

What is your age?
What is your approximate annual household income group?

- Less than $10,000: 13%
- $10,000-$14,999: 4%
- $15,000-$19,999: 7%
- $20,000-$24,999: 12%
- $25,000-$29,999: 7%
- $30,000-$34,999: 8%
- $35,000-$39,999: 13%
- $40,000 or more: 29%
- Don’t know: 8%
CHAPTER 4 - SYSTEM ANALYSIS

The Analysis Section will review various components of both the Porterville Transit and COLT services. By analyzing individual service performance and operational trends, a better understanding of the overall system is achieved. The analysis will identify performance issues and successes which should be addressed, or supported, over the next five years. This chapter will begin by looking at the overall service performance of the existing fixed route and demand-response services. The analysis will illustrate annual ridership, cost per passenger, and farebox ratios for each service, and estimate future transit demand based on current performance. In addition, this chapter will present an analysis of the system’s fare structure, and compliance with various transit requirements.

PORTERVILLE TRANSIT SERVICE PERFORMANCE

Using operating data and performance indicators, a series of assessments were completed to provide a better understanding of the operations and productivity of the fixed route service. The following graphs show a comparison of annual ridership, operating costs, fare revenues, farebox recovery ratios, and cost per passenger over the last seven fiscal years.

Annual ridership on Porterville Transit dropped slightly (by 0.8%) between FY 2005/06 and FY 2006/07, as expected, due in part to a service fare increase, but had increased yearly until FY 2009/10. Ridership increased by approximately 13% between FY 2007/08 and FY 2008/09. Fiscal year 2008/09 was the first year that ridership peaked over 500,000 passengers. In FY 2009/10, ridership dropped 10% from the prior year to 498,520 and then decreased again in
2010/11, by 12% compared to FY 2009/10. The ridership decreases in FY 2009/10 and 2010/11 can be attributed to the economic downturn, particularly increases in unemployment in the Porterville area. As unemployment rates increased, fewer people had jobs, thus fewer commute trips were made. Using Bureau of Labor Statistics unemployment rates for the Visalia-Porterville Metropolitan Statistical Area (MSA), one can develop an idea as to what the economic situation in Porterville is. The average unemployment rate in the Visalia-Porterville MSA for FY 2007/08 was 9.5%, in FY 2008/09 it was 13.1%, in FY 2009/10 it was 16.3% and in FY 2010/11 it was 16.7%. As one can see, the ridership decreases coincide with unemployment levels in the area being over 16%. Though correlation does not mean causation, unemployment likely played a strong role in the ridership decrease. It should be noted, that FY 2011/12 is seeing a rebound in unemployment for the first six months of the fiscal year had dropped to an average of 15.7% per month.

The annual cost of providing Porterville Transit service has risen steadily over the seven years reported. Operating costs have increased approximately 7% annually from FY 2004/05 to FY 2010/11. This rise can be attributed to a service contract increase, associated with the implementation of an additional route (Route 8) in August of 2008, as well as general inflation. Maintenance costs have historically accounted for a large portion of annual operating cost increases, but maintenance costs have been mitigated to an extent due to increased coordination and communication between transit operations and city maintenance.
Porterville Transit’s farebox revenues increased by approximately 15% annually from FY 2004/05 to FY 2010/11. This upward trend is in spite of FY 2009/10’s farebox revenues decreasing by 7.5% from FY 2008/09 levels. Farebox revenues have been able to maintain steady levels of increase largely in-part to the regular practice of marginally increasing fares.

Porterville Transit’s farebox ratios increased in FY 2010/11 to the highest levels experienced by the service in the last seven fiscal years. The recovery ratio has increased annually by 7.5%, and has seen a 55% increase from FY 2004/05 to FY 2010/11. Given current ridership trends, farebox ratios are expected to continue to increase. Farebox ratios should continue to improve if cost increases can continue to be contained and productivity can be increased, either through increased ridership, fare increases, or both.
The current (FY 2010/11) annual cost per passenger for Porterville Transit is approximately 24% higher than the previous fiscal year, and 41% higher than FY 2008/09. This increase is reflective of the ridership decreases experienced during the economic downturn. Over the seven year period examined, cost per passenger increased by 47%, and at an annual rate of 6.5%

The Porterville Transit operational performance data for 2010/11 indicates that the fixed route service is achieving some of the service standards established in the City of Porterville 2010 SRTP. The following table compares the overall performance of the Porterville Transit service for FY 2010/11 with the current performance and service standards.
On-time performance assessments track the schedule adherence of each route. The City of Porterville 2010 SRTP established a 90% on-time performance benchmark for the Porterville Transit service, meaning that all revenue bus trips must depart the route start point and arrive at the route end point within 5 minutes of the time published in the system schedule. During FY 2008/09 and the first part of FY 2009/10 Porterville Transit experienced a substantial decline in on-time performance. An increase in the number of wheelchair boardings, along with a general ridership increase created run-time issues for many routes during peak service hours. Because the service runs on a timed-transfer system, the delay of one bus means the delay of the entire fixed route system. According to the City and the service contractor, on many days the buses would run so far behind schedule that the system would have to be reset at least twice a day to keep the buses running on the posted schedule. These missed runs equate to bus trips being cancelled. Since no trips were reported as cancelled in FY 2010/11, the conversion of the service to 40-minute headways was reflected in this data.

Roadcall reporting protocols were revised by the City during FY 2008/09 to comply with National Transit Database (NTD) reporting requirements. Roadcalls should be monitored against system standards over the

<table>
<thead>
<tr>
<th>Table 4: Porterville Transit Performance &amp; Service Standards</th>
<th>Standard</th>
<th>FY 2010/11</th>
</tr>
</thead>
<tbody>
<tr>
<td>Operating Cost per Passenger</td>
<td>$2.20</td>
<td>$2.93</td>
</tr>
<tr>
<td>Operating Cost per Revenue Hour</td>
<td>$51.00</td>
<td>$52.39</td>
</tr>
<tr>
<td>Passengers per Revenue Hour</td>
<td>23.0</td>
<td>17.9</td>
</tr>
<tr>
<td>Farebox Recovery Ratio</td>
<td>28.0%</td>
<td>31.65%*</td>
</tr>
<tr>
<td>On-time Performance</td>
<td>90%</td>
<td>32%*</td>
</tr>
<tr>
<td>0-5 minutes</td>
<td></td>
<td></td>
</tr>
<tr>
<td>Passenger Complaints/Passengers Carried</td>
<td>0.10%</td>
<td>0.011%*</td>
</tr>
<tr>
<td>Preventable Accidents/Revenue Miles Operated</td>
<td>0.0005%</td>
<td>0.0007%*</td>
</tr>
<tr>
<td>1 accident / 200,000 revenue miles</td>
<td></td>
<td></td>
</tr>
<tr>
<td>Roadcalls / Revenue Miles Operated</td>
<td>0.01%</td>
<td>0.021%</td>
</tr>
<tr>
<td>1 roadcall / 10,000 revenue miles</td>
<td></td>
<td></td>
</tr>
<tr>
<td>Bus Trips Cancelled</td>
<td>0%</td>
<td>0%*</td>
</tr>
<tr>
<td>Zero tolerance</td>
<td></td>
<td></td>
</tr>
</tbody>
</table>
next couple of years in order to assess potential problems. Fiscal year 2010/11 saw a .021% roadcall to revenue miles operated ratio, not quite meeting the performance standard set in the 2010 SRTP.

**Porterville Transit Route Analysis**

A comprehensive assessment of each route’s performance is essential to the overall understanding of the Porterville Transit operation. Of particular concern is the interrelationship between an individual route and the entire system. This route analysis is based on FY 2010/11 data. When reviewing the following data, it is important to note that Routes 7 and 8 operate on 80 minute headways, alternating one bus between the two routes.

**Performance Standards by Route**

Performance indicators provide a comprehensive understanding of the operational productivity of the existing system. Passenger data is collected for each route of the fixed route system. The following graphs depict the ridership of each Porterville Transit routes. During FY 2010/11, Route 3 carried approximately 19% of the total fixed route ridership, Route 2 carried 17%, Route 5 and 1 carried 15%, Route 6 carried 14%, Route 4 carried 13%, Route 7 carried 4% and Route 8 carried 3%. This ridership distribution is roughly the same as the FY 2008/09 distribution completed for the City of Porterville 2010 SRTP, with the FY 2010/11 being slightly more balanced, due to increased ridership shares in Routes 6, 7 and 8.

* Routes 7 and 8 operate on 80 minute headways with a shared bus
The cost per passenger represents the operating costs divided by the number of passengers and provides a clear indication of the operating efficiency of the system and a comparative analysis of the individual routes. The cost per passenger data shows that only Route 3 meets the performance standard of $2.20 per passenger. The FY 2010/11 standard was adopted with the City of Porterville 2010 SRTP. The above chart shows that Route 3 cost the least to operate per passenger, while Route 8 had the highest cost per passenger. All routes, except Route 8, saw an increase in their cost per passenger compared to FY 2008/09 numbers; Route 8’s cost decreased by 8%.
Passenger per revenue hour data provides additional information on a service’s efficiency and is directly related to the number of passengers a service carries for each unit of service provided. The passengers per revenue hour data reflects the cost per passenger data; Route 3 shows the highest number of passengers per revenue hour and is the only route in FY 2010/11 to exceed the service standard of 23 passengers per revenue hour. Route 8 shows the fewest passengers per hour, but is the only route to have increased its ratio since FY 2008/09. The standard of 23 passengers per hour was adopted with the City of Porterville 2010 SRTP.
The farebox ratio represents the ratio of fares paid by passengers in comparison to operational costs for the service. It is calculated by dividing farebox revenues by total operating costs. The routes running through downtown and major shopping, employment, and school areas showed the highest farebox ratios, while the outlying routes showed the lowest ratios; Route 3 generated the highest farebox ratio at 42.3%. Route 8 had the lowest farebox ratio at 12.4%. Routes 1 through 6 all exceeded the performance standard and every route except Route 3 improved its farebox recovery ratio as compared to FY 2008/09.

The TDA mandates a system farebox recovery ratio of 20% for fixed route operators serving urbanized areas who are receiving state funding through either the LTF (Local Transportation Fund) or State Transit Assistance Fund (STAF). The average farebox ratio for Porterville Transit during this time period was just under 32%, which is well above the TDA requirement of 20% and above the City’s adopted standard of 28%. The standard was adopted with the City of Porterville 2010 SRTP.
Passenger Activity

The following maps depict average daily passenger activity for each route. Passenger activity includes the total number of passenger on and offs (boardings and alightings) at each designated stop. This data is used to assess bus stop activity and to determine the most effective placement of bus stops, benches, and shelters. Bus stop activity data is also combined with average passenger loads, or the number of passengers carried between each stop, to assess the implications of route and schedule changes. Load factors greater than the carrying capacity of the bus indicate the need for additional service to the stops generating the loads.

The following passenger activity was taken from the 2009 Porterville Transit On/Off Surveys. TPG Consulting conducted these random surveys during August and September of 2009, for each Porterville Transit route in service. The following data represents weekday service only.
This Page Intentionally Blank
Route 2 Daily Passenger Activity
This Page Intentionally Blank
Route 6
Daily Passenger Activity
Figure 14
Route 7
Daily Passenger Activity
Short Range Transit Plan
Figure 15
This Page Intentionally Blank
Not surprisingly, stops located near major retail, schools, and medical centers generate the majority of passenger activity on the Porterville Transit system. As was noted in a previous section, the newest routes, Routes 7 and 8, generate the least passenger activity. These route alignments and stops should be assessed on an annual basis, and rerouted as appropriate to help create a solid ridership base.

*Standard = 23 Passengers per Revenue Hour, at 23 passengers x 7 buses = 161, or 80.5 passengers per half hour

Passenger activity data is also used to assess passenger per revenue hour productivity. The number of passengers a system carries per hour is a good measure of service productivity and is essential to the establishment of benchmarks for the expansion of transit service. The above graph shows the number of passengers per hour of day (or run) for the Porterville Transit system as a whole. As you can see, system productivity is consistently above the minimum passenger per revenue hour standard until the later part of the day, indicating that the system may not be capturing evening commuters. The passenger per revenue hour standard used was established in the City of Porterville 2010 SRTP.
**COLT Service Performance**

Using operating data and performance indicators, a series of assessments were completed to provide a better understanding of the operations and productivity of the demand-response service. The following graphs show a comparison of annual ridership, operating costs, fare revenues, farebox recovery ratios, and cost per passenger over the last five fiscal years.

When reviewing the following data, it should be noted that between August of 2006 and February of 2008, COLT service was restricted to seniors (age 62 and older) and ADA passengers only. Prior to that time, COLT service was available to the general public. Currently the service is available to the general public on a “wait-list” basis.

Demand-response ridership decreased dramatically between FY 2005/06 and FY 2006/07 as a result of the service restrictions implemented in August of 2006. Even with the re-inclusion of general riders in early 2008, COLT ridership continued to decrease, but at a slower pace, as more disabled and senior riders transitioned to the more economical fixed route service; COLT ridership decreased by approximately 77% from FY 2004/05 to FY 2010/11, with the average annual rate of decline being 21.6%.
The annual cost of providing the COLT service did not decrease in proportion to service restrictions implemented in FY 2006/07. While ridership has decreased by more than half, operating costs have only decreased by approximately 26% since FY 2004/05, indicating that the service is not performing as efficiently as it should. Operating costs actually increased by approximately 6.7% between FY 2007/08 and FY 2008/09 due to a service contract increase.

Maintenance costs have historically accounted for a large portion of annual operating cost increases, but maintenance costs actually decreased by approximately 4.8% annually over this seven year period.

COLT farebox revenues increased by approximately 38% between FY 2008/09 and FY 2010/11. Since COLT ridership actually dropped slightly during this same time, this fare revenue increase is attributable to the implemented fare increase that was proposed in the 2010 SRTP.
COLT’s farebox ratios have been declining over the majority of the past seven years, with significant decreases in ridership and only minimally declining operating expenses to blame. Due to fare increases implemented as a result of recommendations in the 2010 SRTP, farebox recovery ratios have made a rebound in FY 2010/11. Based on continued trends of decreasing ridership, and minimal cost decreases (despite significant service decreases) the only way to continue to raise the fare revenues, and thus farebox recovery ratios, is to regularly increase fares for COLT services.

The FY 2011/12 annual cost per passenger on COLT is the highest that it has been in the past seven years, and has increased 21% on average each of those years. This increase reflects high annual operating costs and declining ridership.

The COLT operational performance data for 2010/11 indicates that the demand-response service is achieving or exceeding only a few of the service standards established in the City of Porterville 2010 SRTP. The high cost associated with providing demand-response service, coupled with COLT’s declining ridership is hindering its current performance.
The following table compares the overall performance of the COLT service for FY 2010/11 with the current performance and service standards.

<table>
<thead>
<tr>
<th>Standard</th>
<th>FY 2010/11</th>
</tr>
</thead>
<tbody>
<tr>
<td>Operating Cost per Passenger</td>
<td>$24.50</td>
</tr>
<tr>
<td>Operating Cost per Revenue Hour</td>
<td>$98.00</td>
</tr>
<tr>
<td>Passengers per Revenue Hour</td>
<td>4.0</td>
</tr>
<tr>
<td>Farebox Recovery Ratio</td>
<td>6.0%</td>
</tr>
<tr>
<td>On-Time Performance</td>
<td></td>
</tr>
<tr>
<td>Pick ups within 30 minutes of call in</td>
<td>90%</td>
</tr>
<tr>
<td>Passenger Complaints / Passengers Carried</td>
<td>3 complaints / 1,000 boardings</td>
</tr>
<tr>
<td>Preventable Accidents / Revenue Miles Operated</td>
<td>1 accident / 200,000 revenue miles</td>
</tr>
<tr>
<td>Roadcalls / Revenue Miles Operated</td>
<td>1 roadcall / 10,000 revenue miles</td>
</tr>
<tr>
<td>Trips Cancelled</td>
<td>Zero tolerance</td>
</tr>
<tr>
<td>Dial-a-COLT Denials</td>
<td>Zero tolerance (ADA advance bookings)</td>
</tr>
</tbody>
</table>

*Achieved service standard.  ^ This is based on 2010 calendar year total City of Porterville claims.
FUTURE TRANSIT DEMAND

Estimation of future transit demand can be based on a number of factors including population, automobile ownership, income, service availability and historic ridership. An estimation of the five-year transit demand in Porterville, for both fixed route and COLT demand response services, was completed using three methods. The first method assumes the continuation of the existing type and scope of transit service, focusing on the population as the influencing factor. This method was completed using City of Porterville 2030 General Plan population growth projections and 2010 Census population data. The second and third methods utilize historic ridership trends to estimate future ridership. These two methods use ridership information identified in the preceding portions of this chapter.

Future transit demand projections arrived upon from the first method used the per capita trip rate from the last complete year of operations for which data is available, Fiscal year 2010/11. Per capita trip rates reflect the transit trip-making characteristics of a community. The number of transit trips made per capita is reflective of the type and frequency of service, origins and destinations reached by the service, the fare structure and the socio-economic profile of the population.

- The estimation of future trips for continuation of the existing fixed route service was based on the current per capita trip rate of 7.17 trips per year, derived from FY 2010/11 data. This factor was multiplied by the estimated service area population to determine the projected annual ridership.

- The estimation of future trips for continuation of the existing COLT service was based on the current per capita trip rate of 0.23 trips per year, derived from FY 2010/11 data. This factor was multiplied by the estimated service area population to determine the projected annual ridership.

In contrast to the projection of trips based on per capita demand, two estimates derived from historical ridership trends were developed for the total number of transit trips that could be expected from the service area. An estimation of total transit trip demand was prepared to establish two ridership levels that could reasonably be expected over the next five years.

- The first fixed route ridership estimation was calculated using the average annual ridership growth rate between Fiscal Year 2004/05 and Fiscal Year 2010/11. The average annual rate of ridership growth
was found to be .51%; meaning over the six year period, ridership increased, on average, half of a percent. Though this may seem low, the purpose is to consider the slow economic recovery the entire nation is experiencing, and that Porterville Transit has experienced ridership decreases the prior two fiscal years as a result.

- The second fixed route ridership estimation was calculated using the average annual ridership growth rate between Fiscal Year 2004/05 and Fiscal Year 2008/09. The average annual rate of ridership growth was found to be 7%. The reason for this time frame selection is that during these years Porterville Transit was actually seeing annual ridership increases; whereas FY 2009/10 and FY 2010/11 experienced declines, thus impacting the overall growth trend. Furthermore, this line assumes a quicker, more robust economic and employment turnaround for the Porterville community.

- The first COLT demand response ridership estimation was calculated using the average annual ridership rate between Fiscal Year 2006/07 and FY 2010/11. The average annual rate of ridership change was found to be -15%. However, in calculating each year’s value, the -15% rate was not applied to the total ridership. In Fiscal Year 2010/11 there were 3,436 Senior, disabled, and Medicare cardholder passengers. This population represents core ridership, a group dependent on demand response services and not expected to decrease under normal circumstances. Therefore, the rate of ridership decline was applied to the general demand response ridership population; a ridership that totaled 10,642.

- The second COLT demand response ridership estimation uses a lesser rate of ridership decline derived from the change between FY 2009/10 and FY 2010/11. The reason this range was selected was because it marked a change in service restrictions; all passenger types were once again allowed to utilize the demand response services. The average annual rate of ridership range was found to be -7%. As with the above estimation, 3,436 core riders were assumed to remain as a base each year, thus applying the 7% decline to the 10,642 general passenger trips tallied from FY 2010/11.

The following chart outlines the future transit demand for Porterville Transit in fiscal years 2012/13 through 2016/17.
Using the existing trip rate, by FY 2016/17 the fixed route service can be expected to have an annual demand of approximately 563,000 passengers. This would represent an increase of 29% over FY 2010/11 annual ridership and would mirror the expected increase in service area population. This is depicted above as Per Capita Demand.

Using the historical ridership rate for fixed route transit, the Historical 1 trip demand for transit service for FY 2016/17 is expected to be approximately 453,000 passengers; while the Historical 2 annual ridership for FY 2016/17 is estimated to be 702,000. This ridership would represent an increase of 3.6% and 61%, respectively, over FY 2010/11 annual ridership.

The following chart outlines the future transit demand for COLT in fiscal years 2012/13 through 2016/17.
Using the existing trip rate, by FY 2016/17 the demand-response service can be expected to have an annual demand of approximately 18,000 passengers. This would represent an increase of 28% over FY 2010/11 annual ridership and would mirror the expected increase in service area population. This is depicted above as Per Capita Demand.

Using the historical ridership rate for demand response transit, the annual Historical 1 trip demand for COLT services for FY 2016/17 is expected to be approximately 7,000 passengers; while the Historical 2 annual ridership is estimated to be 10,000. This would represent a 47% and 29% reduction, respectively, in ridership from FY 2010/11 figures.

**Baseline Service**

The following data is presented to provide a baseline for the evaluation of future service. The data represents a snapshot of the Porterville Transit and COLT services based on current service parameters (as of January 2012) and future transit demand, or the status quo. All projections are based on FY 2010/11 data.
TABLE 6: PORTERVILLE TRANSIT & COLT STATUS QUO
FY 2012/13

<table>
<thead>
<tr>
<th>Service</th>
<th>Ridership*</th>
<th>Fare Revenues</th>
<th>Operating Costs**</th>
<th>Net Costs</th>
<th>Farebox Ratio</th>
</tr>
</thead>
<tbody>
<tr>
<td>Porterville Transit COLT</td>
<td>487,000</td>
<td>$452,000</td>
<td>$1,427,000</td>
<td>$975,000</td>
<td>31.7%</td>
</tr>
<tr>
<td>16,000</td>
<td>$43,000</td>
<td>$547,000</td>
<td>$504,000</td>
<td></td>
<td>7.9%</td>
</tr>
<tr>
<td>Combined</td>
<td>503,000</td>
<td>$495,000</td>
<td>$1,974,000</td>
<td>$1,479,000</td>
<td>25.1%</td>
</tr>
</tbody>
</table>

* Ridership totals include revenue and non-revenue passengers
** Operating costs based on FY 10/11 Cost Per Passenger; $2.93 and $35.01 respectively.

Based on the above illustration, overall ridership on the Porterville transit system is projected to increase approximately 11% over FY 2010/11 totals. The combined farebox ratio for the system will remain at about 25%, but the COLT farebox ratio will still be well below the 20% performance standard for the demand-response service.

Given the recent downward ridership trend, it is likely the projected ridership totals are optimistically high. As previously discussed, unemployment and overall economic struggles, increased service headways and fare increases may have all had an impact on ridership. If the economic standing of the Porterville community continues to decline or becomes stagnant, more core riders could leave the system. COLT services currently provide the minimum federally required level of service, and operational expenses are only likely to decline if ridership continues to decrease. However, the cost of operating the service outpaces fare revenues; thus the resulting farebox ratio will remain below 20%.

**Fare Analysis**

The cost of providing transit service has steadily increased over the past few years, in part to inflation and service contract modifications within the past few years. Now, more than ever, transit systems must rely on fare revenues to offset operational costs. In addition, healthy farebox revenues are necessary to maintain
stable farebox recovery ratios. The TDA mandates a farebox recovery ratio of 20% for systems operating in urbanized areas, thus 20% of the cost of service must be paid through passenger fares. Failure to maintain the 20% requirement could lead to the State and FTA withholding transit funding. The fare data presented in this section was current as of January 2012.

The City received feedback from local transit riders and Porterville residents through on-board passenger surveys and community surveys conducted during the Winter of 2012. Customer feedback was favorable; both fixed route and demand-response passengers indicated that they would be willing to pay more for the service (see Chapter 3). Given the current economy, it is still more reasonable for many people to rely on the City’s public transportation rather than operating their own private transportation, provided they have obligations to reach such as employment or education.

As presented earlier in this chapter, the current fare structure results in a 31.7% farebox ratio for fixed route services and a 7.87% farebox ratio (FBR) for demand response services. This results in a system-wide FBR of 25%; this is the value by which Porterville Transit is judged to maintain its receipt of State and FTA funding. This clearly illustrates that demand response services drag down the overall FBR. As such, any sudden increases in operating expenses or significant decreases (as has been the case recently) in ridership can put the overall FBR in peril, and potentially impact Porterville Transit’s funding sources. With that being the case, it is recommended that the City consider an increase in Senior/ADA COLT demand response fares from $2.00 to $2.25 in FY 2012/13.

Since the 2004/2005 Fiscal Year, COLT demand response and paratransit services have seen a ridership decrease of 77.3%. However, despite reductions in operations, the Operating Cost for COLT services have only decreased by 26% over the same time frame.

The Simpson Curtain Rule states that for every 10% increase in fares, a 3.3% decrease in ridership occurs. Though at face value this appears to have the undesired effect of adding to COLT ridership decreases, closer examination reveals benefits to the system and service. The proposed $0.25 fare increase is a 12.5% raise over the existing $2.00 fare. A 12.5% increase, following the Simpson Curtain Rule, yields a 4.125% decrease in ridership. This means COLT senior, disabled, and Medicare card holder ridership will drop from 3,436 annually to 3,299. Using this projected ridership and the proposed $2.25 fare, the estimated annual Farebox Revenue is $7,400. When this estimated Farebox Revenue is combined with the remainder of COLT Access passenger revenues ($3.00 per passenger x 10,642 passengers), a total Farebox Revenue of $39,000 is
achieved; this is the value used in reporting operation statistics. Because this fare change is proposed for Fiscal Year 2012/2013, the expected Operating Cost that year is $448,000; based on the 4.8% annual decrease in expenses, found in the 2012 Short Range Transit Plan (SRTP) process. By taking the $39,000 estimated Farebox Revenue and dividing it by the estimated Fiscal Year 2012/2013 Operating Cost of $448,000 a farebox ratio (FBR) of 8.8% is obtained; almost a one percent increase over the current 7.87% FBR. In FY 2015/16 it is recommended that the demand response FBR be once again examined to determine if the base and ADA/Senior fares need to be adjusted again.

However, just because the fixed route FBR is in good standing now, this does not mean that will always be the case, as inflation and costs naturally increase and work against the FBR. Therefore, it is recommended that in FY 2013/14, and again in FY 2015/16, the City reevaluate the fixed route fare structure to determine if adjustments need to be made in order to maintain the fare box ratio requirements.

For regional perspective, a comparison of other Central Valley service providers showed that fixed route base fares range between 75¢ and $1.25, and ADA demand-response fares range between $1.00 and $6.00. Several of the observed agencies increased their fixed route, pass and ADA dial-a-ride fares since the last examination in the 2010 SRTP. Porterville and Visalia are the only urbanized area transit operators within Tulare County, but the City of Tulare will soon be considered part of the Visalia urbanized area as a result of population increases shown in the 2010 Census.
### Table 7: Fare Comparison of Central Valley Service Providers
(Fares current as of January 2012)

<table>
<thead>
<tr>
<th>Provider</th>
<th>General (fixed route)</th>
<th>Pass (fixed route)</th>
<th>General (dial-a-ride)</th>
<th>ADA (dial-a-ride)</th>
</tr>
</thead>
<tbody>
<tr>
<td>Bakersfield Golden Empire (GET)</td>
<td>$1.25</td>
<td>$3.00/day $36/31-Day Pass</td>
<td>N/A</td>
<td>$2.50</td>
</tr>
<tr>
<td>Clovis Stageline/Round Up</td>
<td>$1.25</td>
<td>$48/month (Clovis &amp; FAX)</td>
<td>N/A</td>
<td>$1.25-$2.75 (Distance Dependent)</td>
</tr>
<tr>
<td>Fresno Area Express (FAX)</td>
<td>$1.25</td>
<td>$38/month (Clovis &amp; FAX)</td>
<td>N/A</td>
<td>$1.50</td>
</tr>
<tr>
<td>Madera Area Express (MAX)</td>
<td>75¢</td>
<td>$26/month</td>
<td>$2.00</td>
<td>$1.00-$2.00 (Distance Dependent)</td>
</tr>
<tr>
<td>Merced County Transit (The Bus)</td>
<td>$1.00</td>
<td>$6/day $20/7-Day $45/month</td>
<td>$2.00</td>
<td>$2.00-$6.00 (Distance Dependent)</td>
</tr>
<tr>
<td>Porterville Transit/COLT</td>
<td>$1.25</td>
<td>$36/month</td>
<td>$3.00</td>
<td>$2.00 Sen./ADA/Medicare</td>
</tr>
<tr>
<td>Tulare InterModal Express (TIME)</td>
<td>$1.25</td>
<td>$40/month</td>
<td>$2.50</td>
<td>$2.00</td>
</tr>
<tr>
<td>Visalia City Coach (VCC)</td>
<td>$1.25</td>
<td>$2.50/day $30/month</td>
<td>$3.25</td>
<td>$1.75 ADA $2.25 Sen./Dis/Medi.</td>
</tr>
</tbody>
</table>
CITY PASSES

A Monthly Pass program was implemented in 2006 as a way to provide a price break for loyal customers. The pass price of $36 allows for unlimited rides for 31 days once activated on the first trip, and saves the average Porterville Transit commuter roughly $19 per month (a 35% discount). During FY 2010/11, an average of 57 passes were sold per month by the City. The City’s monthly pass price has not been adjusted in 6 years and yet operating costs have increased 33% over that time. An adjustment to the monthly pass price is in order. Typically, monthly pass prices are set as a percentage of the cost for a commuter using the system every day. With the current base fare of $1.25, the updated monthly pass price should be approximately $45 per month. This would represent a 25% increase over the current price.

However, the Countywide pass program, T-Pass, is also priced at that rate. Should Porterville Transit wish to raise its monthly pass price, it runs into a price conflict with the T-Pass. This is a common issue to several transit operators in Tulare County. As such, a regional discussion should be initiated to develop a strategy and process for adjusting local and regional pass programs in concert. This coordinated approach will provide for equitable adjustments for the effects of inflation, provide for orderly evolutions of the pass programs and help maintain fare box ratio requirements.

At present, Monthly Passes can only be purchased at the Downtown Transit Center. However, four locations have been identified for the installation and operation of ticket vending machines (TVMs); the Downtown Transit Center, Porterville College, Henderson Ave @ Walmart (westbound), and Henderson Ave @ Target (eastbound), with the priority location being the Downtown Transit Center. The TVMs will not only reduce the burden on staff at the Downtown Transit Center to make a new pass for every passenger each time they expire, but they will provide more opportunities for members of the community to obtain Monthly Passes. Furthermore, because of the software the TVMs include, in conjunction with new fare card media, new pass types can be created.

To improve accessibility and convenience to its service area, the implementation of a Day Pass program is proposed. Instead of paying the current $1.25 per trip, riders would pay $3.00 for their first trip and receive a pass for unlimited trips for the next 24 hours. This eliminates the need to carry exact fare and/or the provision
of transfer slips; thus simplifying the use of the system, making fare payment easier and improving the overall quality of the Porterville Transit system. The goal of the Day Pass program is to boost ridership from existing patrons, while drawing in new riders through convenience.

In addition to the above pass programs, it is recommended that the City of Porterville support a student pass program at Porterville College. Similar to the current program in place at the College of the Sequoias, this student supported program would be based on the concept of the imposition of a student fee to assist in the payment for student passes. The program, initiated through the approval (by a vote of the student body), would be used to provide student passes for unlimited rides each semester on Porterville Transit. The fee would allow students with a valid College ID to board any Porterville Transit bus and ride for any purpose. To be successful, the funding for this program should come from three different sources, students, the College and outside programs. It is recommended that the fee be a minimum of $10 per semester per student, which should be generated through a combination of the three sources. It is recommended that the College provide some subsidy per student and that the City and the College work cooperatively to seek added funding from regional, state, federal or private sources. Initial discussions between the City and the College have been positive and further discussions will be needed to implement this program in time for the Fall 2012 semester.

Interest has also been expressed in the initiation of a student pass program for the high, junior and elementary schools in the community. Given the potential impact to school transportation through reductions in the State of California budget, the need for expanded transit service to these schools could be significant. The local school districts: the Porterville Unified School District, Burton School District, Alta Vista School District, and the Tulare County Office of Education in concert with the City of Porterville should begin discussions to gauge interest from the school districts. These discussions will need to define level of service requirements, number of students, costs and transit pass requirements.
COUNTYWIDE PASS

In April of 2007, TCAG implemented a Tulare County Regional Pass, or T-Pass. This regional pass allows transit riders unlimited travel for one month (calendar month) on all fixed route systems in Tulare County. Regional passes can be purchased for $45 at the Tulare County Resource Management Agency, and at the Porterville, Tulare, and Visalia transit centers. Revenue generated through sales of the regional pass is distributed to participating providers based on passes sold and usage of the pass aboard their systems. During FY 2010/11 a total of 287 T-Passes were sold at the Porterville Transit Center, and the City received approximately $16,000 in associated revenues.

The regional pass program fosters continued support of passenger transfer activity between the various transit systems in the County of Tulare, and continued coordination between Porterville Transit and TCaT services.

Porterville Transit has seen an increase in its sales of its Month Pass since implementation, presumptively because members of the community recognize both the benefits of transit and cost savings afforded to them by the pass. However, the price of the pass has remained $36, despite operational costs continuing to increase. An impediment to raising the cost of the pass is the TCaT T-Pass; with its price remaining $45. Rationally, passengers would opt for the more inclusive T-Pass if the Porterville Transit Month Pass were to increase in price. Though this may boost ridership to a marginal degree, revenues for Porterville Transit will drop significantly. Therefore, it is recommended that Porterville Transit considers supporting discussions with other Tulare County transit providers and TCaT about raising the cost of the T-Pass.

FUTURE SERVICE PROPOSALS

In addition to the pass programs and COLT demand response fare increase proposed above, there are five other service proposals that through operational necessity, discussion, and public demand have come to be as suggested. The first two service proposals are new routes for the Porterville Transit system.

Route 9 is designed to expand Porterville Transit’s service to south Porterville and the Airport Industrial Park. Included on this route are the Wal-Mart Distribution Center, the Porterville Municipal Airport, the Porterville Industrial Park, and two big-box shopping centers at the intersection of Poplar Avenue and Jaye Street. The
Wal-Mart Distribution Center employs over 1,200 individuals, the shopping centers house a Home Depot and a Lowe’s home improvement store, and the Airport Industrial Park is home to several employers, with the capacity and plans to grow and add more. Route 9 will operate one bus on 40-minute headways and have operating days and hours consistent with existing transit schedules (7am-7pm Monday to Friday, and 9am-5pm Saturday). Route 9 will be scheduled to provide for timed-transfers with the other routes at the Transit Center.

Based on these service hours of operation, it is estimated that Route 9 would have annual ridership of 30,900 passengers. The service is estimated to have an annual operating cost of $181,000 and generate approximately $28,600 in fare revenue. This would yield an estimated annual fare box ratio of 16%, which would be slightly lower than the state required performance standard of 20%.

Route 10 is designed to expand service to the Tule River Indian Reservation, located just east of Porterville. The Tule River Indian Reservation is home to approximately 1,700 people and also includes the Eagle Mountain Casino, which is owned and operated by the Tule River Indian Tribe. The Eagle Mountain Casino employs approximately 1,200 people, of which, the majority reside off reservation and commute to the Casino site located within the Reservation boundaries. Due to the length of Route 10, two buses will be operated to maintain 40 minute headways, which will provide for timed transfers at the Downtown Transit Center. Route 10 will have operating hours relatively consistent with the rest of the system: Monday-Friday, 6am – 7pm; Saturday 9am – 5pm. The earlier start during the weekdays will allow for commuters to arrive at the Reservation by 7am and for commuters into Porterville to arrive at the Downtown Transit Center before 8am.

Based on these service hours of operation, it is estimated that Route 10 would have annual ridership of 32,900 passengers. The service is estimated to have an annual operating cost of $300,000. The Tule River Indian Tribe has agreed to contribute to the operation of this service by purchasing approximately 2,500 monthly passes. This revenue will assist in off-setting the cost of the service and will support the maintenance of the City’s 20% fare box revenue ratio.
The following two proposals are enhancements of existing services. The first being peak service headway enhancements. To provide greater convenience and accessibility to peak hour commuters, particularly students in the local school district, 20 minute headways are proposed for Routes 1, 3, and 5 for two hours in the morning and one hour in the afternoon each weekday. This enhancement addresses capacity issues for morning commuters on buses. These capacity issues result in some passengers being left at the bus stop. Leaving students at bus stops is a significant issue because the current schedule, with 40 minute headways, allows only one trip opportunity for the students to arrive to school on-time. The increased service frequency in the afternoon provides an earlier bus ride home for students. As the schedule currently exists, students are let out from school just after buses pass the stops at some schools; leaving the students to wait 40 minutes for the next bus. These headway enhancements benefit not just students, but all of the community, in that shorter waits for buses result in greater patron convenience.

The operation of three buses for three hours each weekday yields an estimated annual operating cost of $80,000. This increased service frequency is estimated to draw an additional 16,000 riders annually, providing $15,000 in additional fare revenue. The estimated farebox ratio (FBR) for this enhanced service is 18.5%.

Porterville Transit has seen growing demand from the general public regarding the extension of service hours on week nights. This would result in Porterville Transit operating until 10pm, Monday to Friday. All routes will continue to operate during the three additional hours, on 40 minute headways, with seven buses serving the eight routes. This service hour extension would allow citizens with irregular work shifts, those taking night classes, and those needing to travel at night the opportunity to choose transit over relying on personal automobiles, which they may or may not have readily accessible.

Based on the proposed three hour service extension, an operating cost of $53.29 per revenue hour, and an estimated 5,355 revenue hours annually, the annual operating cost is estimated to be $280,000. An additional expense associated with new service hours is the federally required provision of paratransit service during fixed route hours of operation. The estimated cost of this additional paratransit service is $93,000; thus bringing the total estimated annual cost of Night Service, as proposed, to $373,900. The estimated annual ridership for this service extension is 49,000. Based off of this, the estimated fare revenue is $45,000. The estimated farebox ratio (FBR) is then 12.1% for the three extended hours on weeknights.
The final service proposal is to provide fixed route and demand response services for the first time on Sundays. Porterville Transit has seen growing demand from the general public regarding the operation of services on Sunday. As proposed, this service will operate the same hours as Saturday service; 9am - 5pm. However, as this will be a new service on a traditionally slower transit usage day, service headways will be 80 minutes, as opposed to 40 minutes. The 80 minute headway arises from utilizing four (4) buses to operate the eight routes; thus buses will alternate the routes they serve every other trip. Sunday service provides the Porterville community greater access to social, recreational, and some employment opportunities.

Based on the proposed service hours, an operating cost of $52.39 per revenue hour, and estimated 1,600 revenue hours annually, the annual operating cost for proposed Sunday services is estimated to be $84,000. An additional expense associated with new service hours is the federally required provision of paratransit service during fixed route hours of operation. The estimated cost of this additional paratransit service is $49,000 annually. This brings the total estimated annual cost of Sunday service, as proposed, to $133,000. The estimated annual ridership for Sunday service is 15,000. Based off of this, the estimated annual fare revenue is $14,000. The estimated farebox ratio then becomes 10.3%.

There are some additional, non-service, enhancements planned for the Porterville Transit system. Porterville Transit is seeking to implement real-time passenger information at the Downtown Transit Center and select bus stops throughout the community. Such technology functions to make transit more accessible to all members of the community, by alleviating concerns over when the next bus(es) will arrive. Digital display boards would be installed to inform the public which routes will be arriving and when at the stop.

Following the passenger information motif, plans are in place for Porterville Transit to install talking-bus technology. This tool announces designated bus stops over a bus’s speaker system. Such technology helps visitors and people new to the community identify where they are relative to their stop and/or when they are at their stop. Furthermore, auditory systems enable passengers with vision impairments to ride more comfortably and confidently; and it is the responsibility of a transit provider to support all members of the community, particularly those who cannot transport themselves. This technology can also be programed to make announcements in languages other than English as well.
The City of Porterville, Porterville Transit and the Public Works department will continue to work together to improve bus stop conditions. This will be achieved by adding or updating bus stop amenities (benches, shelters, trash cans, etc.), constructing bus turnouts, and pouring concrete for landing- and waiting-pads. It is recommended that a priority list for each type of improvement be established for every stop in the system, to include stops located outside of the City of Porterville boundaries. This priority list should take into consideration the demographics of the areas around stops, such that no environmental justice issues arise due to disproportionate improvements.

Another technology has been recommended and under consideration for a few years now. Transit signal priority (TSP) allows buses to maintain more accurate, on-time performance via transmitters installed on the buses and receivers installed on traffic signals. TSP works to keep green lights on longer, or shorten red lights for approaching buses. Nineteen traffic signal systems have already been identified to have the technology installed. These locations are along Routes 1, 3, and 5. The main benefit of this implementation is to help the buses get back on schedule after delayed departures from schools in the afternoon. At present, students are released from school just after buses pass by the associated stops, leaving students to wait 40 minutes for the next bus. If buses are held at the schools so students can board, they will be behind schedule for only a few round trips, as the TSP will help the delayed buses catch back up to the scheduled arrival times.

Lastly, the City of Porterville and Porterville Transit should be aware of and support the San Joaquin Valley Air Pollution Control District Rule 9410: Employer Based Trip Reduction. This program was adopted in December 2009 and began operation January 2012 to require larger employers to establish an Employer Trip Reduction Implementation Plan (eTRIP) to encourage employees to decrease single-occupancy vehicle trips, thus decreasing pollution and emissions associated with work commutes. One strategy for applicable employers is to assist employees in riding transit. There are several elements to this strategy, including educating employees about available transit options, and commute assistance such as personalized itineraries. The most significant strategy is to financially support employees to use local transit. This can be accomplished through a transit subsidy (employers pay full cost for employees commuting via
transit) or through discount transit passes (employers pay partial cost of employees commuting via transit). As of July 2011, six businesses have been identified in Porterville that meet requirements that necessitate an eTRIP program be implemented. It is recommended that Porterville Transit encourage employers to support their employees to commute via local transit. If the eTRIP program proves to be successful, Porterville Transit should seek out other willing local employers to implement similar employee transit pass programs. Porterville Transit could see significant increases in ridership, fare revenue, and the farebox ratio, while the entire community sees improvement in daily road traffic.

**Walkability Assessment**

Transit use involves a pedestrian factor that must be taken into consideration when assessing transit routes. Transit riders typically walk to a bus stop, ride the bus, and then walk to their final destination. Many studies have been conducted regarding the distance that riders are willing to walk to get to and from a transit stop. Generally, that distance varies between ¼ and ½ mile, or the equivalent of a 5 to 10-minute walk, depending on topography, pedestrian amenities (safety and security), location, and other factors. According to a 1988 Federal Transit Administration study, passengers within this distance are considered to be “adequately served”. Closer spacing is recommended for higher density areas.

To insure adequate transit coverage the City of Porterville has established a Maximum Walking Distance Standard for the Porterville Transit service that states that 70% of all city residences or activity centers will be within ¼ mile walking distance of a bus stop. In addition, the City has adopted a Bus Stop Spacing standard of 1,200 feet along each route (roughly 0.23 miles).

The following map depicts the ¼ mile walkable service area around each bus stop, or the area around each bus stop that can be expected to generate ridership. In addition to bus stop walkability, the map displays areas along each route that are currently not meeting the City’s standard for minimum bus stop spacing.
This Page Intentionally Blank
From a system-wide perspective (see Figure 17), the current transit stops appear to serve the majority of the City’s core areas, with the exception of areas along Routes 1, 3, 4, and 6. For instance, the diagram depicts areas of medium density residential along Route 1 that are currently not being served by a transit stop and a hole in the system’s current coverage along Route 3 near the Municipal Golf Course and Cemetery. In most instances, the lack of a bus stop along a current route is indicative of physical challenges at the given location, especially along and near State Routes 65 and 190. The City’s service contractor, Sierra Management, maintains a comprehensive bus stop inventory of each existing bus stop to aid in the safe design of all bus stop improvements.

**Growth Analysis (Sustainability)**

Bus routes and stops should be assessed for their sustainability as much as their productivity; the ability for a system to sustain future growth is as important an indicator of service productivity as existing loads. In order to assess the sustainability of transit service, TPG Consulting has developed a methodology for relating transit capacity to land use by analyzing undeveloped land along a bus route for its capacity to generate ridership at build out. The existing service is then analyzed for its ability to incorporate this increased ridership.

This growth analysis was applied to Porterville Transit’s Route 5 for this SRTP. Route 5 was chosen for its central location within City limits, and for its proximity to undeveloped property with a mix of potential land uses. Undeveloped parcels along the route were identified using Geographic Information Systems (GIS) techniques; City derived General Plan land use parcel data was overlaid with Route 5 service and bus stop locations to ascertain the land use designations of currently undeveloped parcels along the route. Only those parcels lying within the ¼ mile walkable service area of each bus stop were included in the analysis. Parcels outside of the ¼ mile study boundary were assumed to be too far away from the route to contribute additional ridership. The majority of undeveloped land along Route 5 occurs within the ¼ mile study boundary of 4 bus stops; stops #5020, 5040, 5065, and 5070 (see Figure 18). Bus stops with overlapping boundaries were excluded from the study to eliminate redundant data.
The acreage for all undeveloped parcels within each bus stop study area was then entered into TPG Consulting’s Transit Trip Generation Matrix to determine the projected daily transit trips that could be expected of the land upon build out. Projections were based on a combination of factors, including Institute of Transportation Engineers (ITE) trip generation rates, current City of Porterville land use and density factors (based on the Porterville 2030 General Plan), and current transit trip calculations. The following table shows the projected daily transit trips of each bus stop at complete build out. See Appendix H for the complete Trip Generation Matrix tables.

<table>
<thead>
<tr>
<th>Bus Stop</th>
<th>Undeveloped Residential (acres)</th>
<th>Undeveloped Commercial (acres)</th>
<th>Undeveloped Office (acres)</th>
<th>Total Undeveloped (acres)</th>
<th>Projected Daily Transit Trips*</th>
</tr>
</thead>
<tbody>
<tr>
<td>5020</td>
<td>2.85</td>
<td>5.28</td>
<td>8.24</td>
<td>16.37</td>
<td>182</td>
</tr>
<tr>
<td>5040</td>
<td>11.62</td>
<td>0.00</td>
<td>0.00</td>
<td>11.62</td>
<td>20</td>
</tr>
<tr>
<td>5065</td>
<td>52.56</td>
<td>0.88</td>
<td>0.00</td>
<td>53.44</td>
<td>111</td>
</tr>
<tr>
<td>5070</td>
<td>19.53</td>
<td>0.29</td>
<td>0.00</td>
<td>19.82</td>
<td>48</td>
</tr>
<tr>
<td>Totals</td>
<td>86.56</td>
<td>6.45</td>
<td>8.24</td>
<td>101.25</td>
<td>361</td>
</tr>
</tbody>
</table>

*Based on build out of undeveloped land

From the summary table above you can see that transit trip generation is more a factor of land use than of total acreage. Given the current land use designations, the undeveloped land located within the transit service boundaries of Route 5 is expected to add an additional 361 daily transit trips to the Route 5 service upon complete build out. Route 5 currently carries approximately 350 passengers per day, or approximately 29 passengers per hour. Passenger loads peak along the Henderson section of the route in the early afternoon, beginning at stop #5070. Additional passenger loads along the Henderson stops could stretch the current service beyond its capacity, and further increase already stressed run times. However, any projected transit trip analysis must consider the entire system as it relates to the study area. In this instance, it is expected that many of the trips projected for stops #5020 and 5040 will be shared with the Route 1 service along Morton, and the trips projected for stops #5065 and 5070 will be shared with the Route 2 service along
Henderson. Until build out, annual service analysis should focus on strategies to alleviate load factor issues along heavily traveled routes with expected future growth.

**Paratransit Compliance**

The 2003 Paratransit Plan for the City of Porterville is a result of the passage of the Americans with Disabilities Act of 1990 (ADA). The ADA requires that public entities which operate fixed route transit services also provide paratransit service to disabled persons who are unable to use the fixed route system. Paratransit service must be comparable to the fixed route service available to the general public.

The ADA states that “complementary paratransit programs” must provide a level of service that is comparable to that provided on the associated fixed route system. Six service criteria are used to determine comparability. These six criteria state that paratransit service must:

- Operate in the same service area as the fixed route system;
- Have a response time that is comparable;
- Have comparable fares;
- Have comparable days and hours of service;
- Meet requests for any trip purpose; and
- Not limit service availability because of capacity constraints.

The City of Porterville currently meets all of the six service criteria as determined by the ADA. The City of Porterville operates COLT as its paratransit service. COLT service overlaps and surpasses the service area of the City’s fixed route service, Porterville Transit. Generally, COLT has a response time of service within one hour or less of call-in. In addition, advanced reservations can be made up to fourteen days before service is needed. COLT currently operates the same days and service hours as the fixed route service. All requests for service are met regardless of trip purpose within the response time set forth in the policy section of the City of Porterville 2010 SRTP. Currently, COLT capacity surpasses the demand for service, and the fare structure is set to charge handicapped passengers a fare of not more than twice the fare charged on the fixed route system.
The 2003 Paratransit Plan represents the second paratransit service plan prepared for the Porterville transit system. With its adoption, the City of Porterville continued its historic commitment to provide transit service to the disabled members of the community. This document is now nine years old and is in need of updating to reflect 2010 Census data and new federal requirements. This update should be completed as soon as possible to bring the report into alignment with current information and requirements.

**SERVICE COORDINATION**

Tulare County Area Transit (TCaT) provides service into the City of Porterville via one inter-city transit route and three local circulator routes. The Southeast County route (Route 40) provides service Monday through Saturday between the Porterville Transit Center and the Government Plaza in Visalia, stopping in Strathmore, Lindsay, and Tulare along the way. Route 40 provides 12 round-trips on weekdays, and four on Saturdays. Passengers can make connections to Tulare InterModal Express (TIME) service in Tulare and Visalia Transit in Visalia.

TCaT's local circulator routes provide transportation between Porterville and nearby communities. Route 60 provides four round-trips Monday through Friday between Porterville and Lindsay, stopping in Plainview and Woodville along the way. At peak times throughout the day, the service acts as an express route between the two anchor communities. Route 70 makes two round-trips between Porterville and the nearby foothill town of Springville Monday through Friday. Route 80 makes two round-trips between Porterville and Terra Bella Monday through Friday, with a stop at Porterville College. Route 90 provides four round-trips Monday through Friday between the neighboring community of Woodville and Porterville, stopping in Cotton Center and Poplar along the way.

A review of scheduled stop times for both Porterville Transit and TCaT at each of the shared bus stops indicates that both systems provide enough service at each stop to allow passengers to transfer between systems without having to wait very long. Furthermore, all TCaT routes return to the Porterville Transit Center early enough at the end of the service day for passengers to catch local Porterville service to their final destinations. Higher TCaT fares effectively discourage local residents from using TCaT services for local trips; TCaT charges a one-way fare of $1.50 for its Porterville area services.
**Transportation Development Act (TDA)**

The Transportation Development Act (TDA) of 1971, is a California law aimed at improving existing public transportation services and encouraging regional transportation coordination. The law provides funding to be allocated to transit and non-transit related purposes that comply with regional transportation plans. The TDA provides funding from the following two sources:

1. Local Transportation Fund (LTF)
2. State Transit Assistance Fund (STA)

TDA funds are distributed by designated planning agencies, such as TCAG, and a Social Service Transportation Advisory Council (SSTAC) comprised of the transit dependent including disabled, elderly and low-income representatives oversees project approval decisions. To ensure program compliance, fiscal and performance audits are conducted. Fiscal audits are conducted annually, and include transit operators' expense to revenue ratio known as farebox recovery. In order to qualify for funding under TDA, a transit claimant must maintain a ratio of fare revenues to operating cost at least equal to 20% if the claimant operates in an urbanized area. If a claimant fails to meet its farebox recovery ratio, the claimant must raise local support money to meet the ratio, or risk a reduction in TDA funding.

---

**Table 10: 2007 - 2009 Triennial Performance Audit (TPA) Recommendations**

<table>
<thead>
<tr>
<th>Recommendation</th>
<th>Priority</th>
<th>Timeframe</th>
<th>Status</th>
</tr>
</thead>
<tbody>
<tr>
<td>Monitor System Performance against the Performance Standards adopted in the Short-Range Transit Plan (SRTP)</td>
<td>High</td>
<td>FY 2007/08 - Present</td>
<td>Completed; Ongoing</td>
</tr>
<tr>
<td>Closely monitor On-Time Performance</td>
<td>High</td>
<td>FY 2007/08 - Present</td>
<td>Completed; Ongoing</td>
</tr>
<tr>
<td>Assure compliance with State Controller Report &amp; Certified Financial Audit submittal dates</td>
<td>Medium</td>
<td>FY 2007/08 - Present</td>
<td>Completed</td>
</tr>
</tbody>
</table>
Performance audits are conducted every three years and include performance measures that verify the efficiency and effectiveness of planning agencies and transit operators. The FY 2007 - 2009 Triennial Performance Audit (TPA) was the last completed for the City of Porterville. The audit covers the three-year period ending June 30, 2009. The audit found the City to be in full compliance with the mandates of the TDA.

The 2010 TPA summary of findings focuses on service efficiency and farebox ratios. The recommended service changes included minor annual route changes to adjust to ridership demand, new services to emerging growth area within the City, increasing Senior/ADA fares, and having more transit dedicated maintenance.

Public participation is a key component of the TDA. Prior to making any allocation not directly related to public transportation services, specialized transportation services, or facilities provided for the exclusive use of pedestrians and bicycles (i.e. for streets and roads projects), TCAG must annually identify the unmet transit needs of the County and those needs that are reasonable to meet. This process involves public outreach and a public hearing before the TCAG Board to solicit comments on unmet needs that might be reasonable to meet by establishing or contracting for new public transportation by expanding services, and the adoption by resolution of findings.

The City of Porterville currently claims TDA allocations for transit, streets and roads. One reasonable unmet need was identified within the Porterville service area during the 2010-11 Unmet Transit Needs process: a Porterville resident requested a bus stop near Apple and Gates in Porterville. The City responded by stating that bus stops are installed if they warrant high ridership demands. The bus stop area and ridership demand will be evaluated, and an additional bus stop may be needed based on those results.
CHAPTER 5 - GOALS, OBJECTIVES AND SERVICE STANDARDS

System Goals, Objectives, and Policies represent the attitudes, values and aspirations of the community for their public transit services. This section of the SRTP will outline the various policies that control the operation of the Porterville transit system. In addition, this section will outline a set of service standards, which can be used by the City to test the attainment of the specified policies.

Goals, objectives, policies and standards are not static and should be updated periodically; the City should continuously test the service to determine its success and to highlight any problems that may arise. The current transit goal, objectives, and policies were adopted as part of the City of Porterville 2008 SRTP. The policies and standards contained within this chapter have been updated from the 2008 policies and standards to reflect changes in the community and service.

A goal is defined as the direction toward which the service is expending its efforts; it is general and timeless. An objective is an action or point to be reached; it is attainable and measurable. A policy is a specific course of action chosen from among a set of alternatives.

There is a strong role for public transit service in the City of Porterville. The critical role for transit is serving the mobility requirements and travel needs of the transit-dependent who have no, or very limited access to a private vehicle. Low-income families, seniors, and persons with disabilities comprise the primary transit markets in Porterville. Students, as represented by school ridership peaks around class start times and afternoon dismissal times, also make up a sizable transit market within Porterville.

Transit-dependent individuals have few travel choices and rely heavily on publicly provided community transportation to access jobs and those goods, services and activities within the community that influence social well-being and quality of life. The development of a transit system goal
should recognize and focus on the importance of the system’s primary markets and the importance of an affordable transit service to the mobility of this dependent market.

System Goal

“Provide safe, affordable, reliable and efficient transit service that effectively meets the needs of Porterville residents who have limited mobility options, or those who choose transit for some or all of their local travel needs.”

Recommended Objectives and Policy Directions

Objective A: Maximize service reliability and convenience.

Policies:

1. Ensure availability of sufficient safe and reliable in-service vehicles to meet the daily pullout requirements of Porterville Transit and COLT. Adopt and adhere to a zero tolerance standard for the cancellation of scheduled Porterville Transit bus trips, or the cancellation of COLT trips already confirmed with the passenger, unless service must be canceled due to circumstances beyond the reasonable control of the City and/or service contractor.

2. Porterville Transit and COLT shall operate on schedule within adopted on-time performance standards. Adopt and adhere to a 90% on-time performance standard for all scheduled Porterville Transit and COLT service.

3. Maintain timed transfers between Porterville Transit fixed routes at the Downtown Transit Center, and ensure that Porterville Transit buses do not depart an identified time point before the published departure time.
4. Ensure adequate Porterville Transit capacity to maintain passenger loads within the adopted maximum load standards established for fixed route service. Establish and adhere to a 1.25 maximum load standard for Porterville Transit service.¹

5. Provide Porterville Transit service to designated bus stops along each route and provide a courtesy stop request service on the last bus trip each evening (only applicable during Standard Time, or non Daylight Saving Time).

6. Ensure adequate COLT wheelchair and ambulatory service capacity to meet all confirmed trips within the adopted COLT wait time, maximum travel time and on-time performance standards.

7. Provide subscription, advance booking and same day service (when available) on COLT.

**Objective B: Maximize operating efficiency without negatively impacting service quality.**

**Policies:**

1. Adhere to a medium- to heavy-duty bus specification to increase the effective life span of transit service vehicles and reduce breakdowns and maintenance costs.

2. Adhere to a Porterville Transit and COLT fleet retirement program that recognizes the effective life cycle of Porterville Transit and COLT service vehicles.

3. Maintain a small bus fleet with a maximum spare bus to in-service bus ratio of one spare to every three buses required to meet the daily in-service pullout requirement.

4. Minimize general public service overlap between Porterville Transit and COLT.

5. Utilize COLT scheduling and trip assignment parameters and procedures that maximize ride sharing and linked trips, and maintain productive vehicle utilization through hourly productivity incentives.

¹ Under this standard, Porterville Transit buses can carry one standee for every four seated passengers.
Objective C: Operate a productive service that remains affordable to the recognized primary transit markets.

Policies:

1. Maintain adopted farebox recovery ratio standards by operating productive and efficient services to minimize fare increases.
2. Maintain affordable fares for low income persons, seniors, and persons with disabilities on Porterville Transit and COLT services.
3. Maintain a Porterville Transit fare lower than the COLT discounted fares to encourage a continual ridership shift from COLT to Porterville Transit fixed route service.
4. Continue free transfers between Porterville Transit fixed routes.

Objective D: Promote the coordination of service with other regional transit services.

Policies:

1. Maintain Porterville Transit connections with Tulare County Area Transit (TCaT) and Orange Belt Stages through the integrated use of the Downtown Transit Center.
2. Encourage flexibility in TCaT scheduling to improve connections between Porterville Transit and TCaT services.
3. Continue to provide COLT service to County urban areas beyond the Porterville city limits on a full cost recovery basis.
4. Support the countywide and C.O.S. Student fare medium and fare reciprocity agreement.
Objective E: Promote public/private partnerships to market or operate transit services in support of City of Porterville economic and land use development goals.

Policies:

1. Actively participate in the City of Porterville’s development review process to ensure that transit operations are considered as part of new developments in the initial planning stages.
2. Promote commuter service to and from major employment and service centers, and work with major employers to develop automobile trip reduction programs.
3. Explore joint marketing strategies with major retailers to promote the use of Porterville Transit service to retail and service centers.
4. Work with local organizations to provide transit support to major public events.2
5. Continue a 100% cost recovery policy for Porterville Transit/COLT services provided to locations that cannot be effectively served at existing service levels, or that fall outside the existing service area.

Objective F: Ensure ongoing service monitoring, evaluation and planning.

Policies:

1. Require the service contractor to maintain an on-going road supervision program to deal effectively with driver concerns, suggestions, and issues as well as commendations, operating problems, breakdowns, complaints, and accident investigations.
2. Require the service contractor to maintain a fleet coordination program to ensure adherence to the established preventative maintenance and vehicle inspection program, and follow through on maintenance requests.

2 Adhering to FTA Charter Bus Regulations
3. Actively monitor service performance through the review of operating and performance reports and field spot checks.

4. Support a management, dispatch and driver forum with the service contractor for: the ongoing review and resolution of operations and service quality issues; the development of vehicle specifications; and to coordinate ongoing service planning.

**SERVICE STANDARDS AND BENCHMARKS**

Monitoring system performance remains an important task for transit operators. Standards can be set by federal, state and local regulatory requirements, as well as goal objectives and service priorities adopted by transit agencies. While specific standards vary, industry practice generally uses the following three categories for service performance and design:

- Efficiency (performance) standards;
- Service quality/reliability standards; and,
- Service design standards.

**Recommended Performance and Service Quality/Reliability Standards**

Efficiency standards use operational performance data to measure the performance of a transit system. Monitoring operational efficiency and productivity requires data such as operating costs, farebox revenue recovery, vehicle revenue miles, vehicle revenue hours and boardings (passenger trips).

Many communities the size of Porterville do not have the staff resources to collect and analyze a broad range of performance data. We have therefore limited efficiency performance standards to several key indicators that will provide transit managers with a good picture of how well their service is doing. Recommended efficiency performance standards for Porterville Transit and COLT include the following:

**Operating Cost per Passenger:** Calculated by dividing all operating and administrative costs by total passengers (with passengers defined as unlinked trips). The subsidy cost per passenger is a further refinement of this measure and is calculated by subtracting farebox revenue from gross operating and administrative costs and dividing by total passengers.
Operating Cost per Revenue Hour: Calculated by dividing all operating and administrative costs by the total number of vehicle revenue hours (with revenue hours defined as time when the vehicle is actually in passenger service). Operating cost per revenue hour measures system efficiency.

Passengers per Revenue Hour: Calculated by dividing the total number of passengers (unlinked trips) by the total number of vehicle revenue hours. The number of passengers per hour is a good measure of service productivity and is critical to the establishment of design standards and benchmarks for the expansion of transit service.

Farebox Recovery Ratio: Calculated by dividing all farebox revenue by total operating and administrative costs. The California Transportation Development Act (TDA) mandates a farebox recovery of 20% for transit systems operating in urbanized areas. The City of Porterville was designated as part of the Porterville Urbanized Area as a result of the 2000 U.S. Census. Farebox recovery evaluates both system efficiency (through operating cost) and productivity (through boardings). Farebox recovery ratio benchmarks are critical to the establishment of passengers per revenue hour benchmarks and benchmarks for design standards.

The chosen indicators comply with the basic performance indicators required by the TDA and are consistent with operating and cost data already collected for Porterville Transit and COLT. Cost and productivity standards based on revenue miles were not included in the set of recommended performance standards because most transit costs, as well as budget projections, are based on operating or revenue hours. Revenue mile-based performance standards would be more relevant than hour-based standards for paratransit contracts, such as taxi contracts, where contractor compensation is based on travel distance.

Increasing labor, fuel, service and inventory costs will influence operational costs. The operating cost per revenue hour for FY 2011/12 and beyond will be dependent on contractor bid prices beyond June 30, 2012, City administrative overhead and fleet maintenance costs.

For both Porterville Transit and COLT, the operating cost per passenger and the achievement of the recommended farebox recovery ratio will be greatly influenced by the achievement of the passenger per revenue hour productivity benchmarks. The City and the service contractor have more direct control over
service productivity through the fixed route planning process and the demand-response scheduling and dispatch process.

Service quality and reliability standards should reflect system goals and support the measurement of success in achieving specific objectives and policies. The 2003 Porterville Transit Development Plan established a series of service standards for use in determining the efficiency and effectiveness of the fixed route and demand-response services. These standards have been updated to reflect current service conditions. The following tables summarize performance and service quality/reliability standards for Porterville Transit and COLT.

Please note that a zero tolerance applies to cancelled trips caused by equipment or manpower shortages and on-time performance. It does not apply to service cancellations resulting from conditions or circumstances beyond the control of the City or service contractor.
### TABLE 12: PORTERVILLE TRANSIT PERFORMANCE & SERVICE QUALITY/RELIABILITY STANDARDS

<table>
<thead>
<tr>
<th>Performance Standard or Service Quality/Reliability Standard</th>
<th>Porterville Transit</th>
</tr>
</thead>
<tbody>
<tr>
<td>Operating Cost per Passenger</td>
<td>$2.20</td>
</tr>
<tr>
<td>Operating Cost per Revenue Hour</td>
<td>$51.00</td>
</tr>
<tr>
<td>Passengers per Revenue Hour</td>
<td>23.0</td>
</tr>
<tr>
<td>Farebox Recovery Ratio</td>
<td>28.0%</td>
</tr>
<tr>
<td>On-Time Performance</td>
<td>90% of all revenue bus trips must depart the route start point and arrive at the route end point within 5 minutes of the time published in the schedule. No bus shall depart a formal time point before the time published in the schedule.</td>
</tr>
<tr>
<td>Passenger Complaints per Passengers Carried</td>
<td>The number of complaints shall not exceed 0.10% of the total boardings. Standard = 1 complaint per 1,000 boardings</td>
</tr>
<tr>
<td>Preventable Accidents per Revenue Miles Operated</td>
<td>While there should be no preventable accidents, a benchmark has been established to permit some flexibility in the evaluation of training efforts. The number of preventable accidents shall not exceed 0.0005% of total revenue miles operated. Standard = 1 preventable accident per 200,000 revenue miles</td>
</tr>
<tr>
<td>Roadcalls per Revenue Miles Operated</td>
<td>The number of roadcalls should not exceed 0.01% of total revenue miles operated. Standard = 1 roadcall per 10,000 revenue miles</td>
</tr>
<tr>
<td>Bus Trips Cancelled</td>
<td>No Scheduled bus trips shall be cancelled because of equipment or manpower shortages, or on-time performance. Standard = zero tolerance</td>
</tr>
<tr>
<td>Performance Standard or Service Quality/Reliability Standard</td>
<td>COLT</td>
</tr>
<tr>
<td>-------------------------------------------------------------</td>
<td>------</td>
</tr>
<tr>
<td>Operating Cost per Passenger</td>
<td>$24.50</td>
</tr>
<tr>
<td>Operating Cost per Revenue Hour</td>
<td>$98.00</td>
</tr>
<tr>
<td>Passengers per Revenue Hour</td>
<td>4.0</td>
</tr>
<tr>
<td>Farebox Recovery Ratio</td>
<td>6.0%</td>
</tr>
<tr>
<td>On-Time Performance</td>
<td>90% of all pick-ups must be within the policy pick up window, and 90% of all drop offs will not be earlier than 20 minutes before, or 5 minutes after the requested drop off time, unless otherwise requested by the passenger.</td>
</tr>
<tr>
<td>Passenger Complaints per Passengers Carried</td>
<td>The number of complaints shall not exceed 0.30% of the total boardings. Standard = 3 complaints per 1,000 boardings</td>
</tr>
<tr>
<td>Preventable Accidents per Revenue Miles Operated</td>
<td>While there should be no preventable accidents, a benchmark has been established to permit some flexibility in the evaluation of training efforts. The number of preventable accidents shall not exceed 0.0005% of total revenue miles operated. Standard = 1 preventable accident per 200,000 revenue miles</td>
</tr>
<tr>
<td>Roadcalls per Revenue Miles Operated</td>
<td>The number of roadcalls should not exceed 0.01% of total revenue miles operated. Standard = 1 roadcall per 10,000 revenue miles</td>
</tr>
<tr>
<td>Bus Trips Cancelled</td>
<td>No scheduled (confirmed) passenger trips shall be cancelled because of insufficient vehicles to meet the scheduled in-service pullout requirement. Standard = zero tolerance</td>
</tr>
<tr>
<td>Paratransit Trip Denials</td>
<td>No advance bookings by ADA certified registrants shall be denied.</td>
</tr>
</tbody>
</table>
Recommended Service Design Standards

Service design standards are critical planning tools used to justify and prioritize the expansion of service to new areas and potential markets, and to guide the direction of service delivery. Transit service design incorporates a mix of interrelated social, political and economic factors. Generally these can include:

- The community’s vision, goals, and objectives for transit;
- The marketability of the service(s) to be provided;
- Environmental and energy issues;
- Available technology;
- Budget limitations; and,
- Land use constraints and right-of-way design characteristics and limitations.

The 2003 Porterville Transit Development Plan established a series of fixed route and demand-response service design standards for use as service planning tools. These standards have been updated to reflect current service conditions. The following tables summarize the design standards for Porterville Transit and COLT.
<table>
<thead>
<tr>
<th>Standard</th>
<th>Benchmark/Criteria</th>
</tr>
</thead>
</table>
| **Introduction of New Service** | This can include the introduction of a new route, the expansion of an existing route, or an increase in service frequency.  
New service should be introduced if anticipated hourly productivity will meet a minimum farebox recovery ratio standard of 20%. 
New service should be operated on a trial basis for 12 months to allow ridership to develop.                                                                 |
| **Maximum Walking Distance** | 70% of all city residences or activity centers will be within ¼ mile walking distance of a bus stop.                                                                                                                  |
| **Bus Stop Spacing**        | Bus stops will be spaced at a minimum of 1,200 feet along each route.                                                                                                                                                   |
| **Bus Stop Location**       | Bus stops should be placed at the far side corner of intersections to allow clearer traffic view lines for pedestrians.  
Mid-block bus stops should be limited to major activity centers or high-density residential complexes.                                                        |
| **Minimum Bus Stop Design** | All bus stops should be clearly marked with proper signage.  
Benches should be considered for individual stops where the average daily boardings exceed 25 passengers, or at specific bus stops serving senior residences or activity centers serving seniors and persons with disabilities. |
| **Passenger Loads**         | Maximum passenger loads should not exceed 1.25 passengers per seat (one standee for every four occupied bus seats).                                                                                                    |
| **Service Headways**        | Service headways should be such that passenger load standards are not exceeded on a continual basis.                                                                                                               |
| **Timed Transfers**         | Porterville Transit schedules should be designed to ensure timed transfers between all Porterville Transit routes at the Downtown Transit Center.                                                                           |
| **Minimum Vehicle Specifications** | All Porterville Transit vehicles will meet all applicable federal, state, and city safety, emissions, accessibility, and mechanical fitness requirements.  
All Porterville Transit vehicles should have sufficient capacity to meet passenger load standards, meet full service day fuel capacity requirements, and comply with technical specifications developed by the City’s Maintenance Section. |
### TABLE 15: COLT Service Design Standards

<table>
<thead>
<tr>
<th>Standard</th>
<th>Benchmark/Criteria</th>
</tr>
</thead>
<tbody>
<tr>
<td>Service Eligibility</td>
<td>Service will be provided to the general public residing in the City of Porterville and in designated urban areas within the County, under a service agreement with the County.</td>
</tr>
<tr>
<td>Service Capacity</td>
<td>Service capacity, as determined by the number of in-service vehicles, will be maintained at levels that support the minimum hourly productivity standard needed to achieve the farebox recovery ratio standard of 20%.</td>
</tr>
<tr>
<td>Pick-Up Windows</td>
<td>The pick-up windows confirmed with COLT passengers will not exceed 30 minutes.</td>
</tr>
<tr>
<td>Drop-Off Window</td>
<td>Unless otherwise advised by the passenger, no passenger will be dropped off earlier than 20 minutes before the confirmed drop-off time.</td>
</tr>
<tr>
<td>Maximum On-board Travel Time</td>
<td>On-board travel times for COLT passengers will not exceed 45 minutes.</td>
</tr>
<tr>
<td>Trip Booking Options</td>
<td>Registered seniors and persons with disabilities shall be able to make subscription and advance bookings.</td>
</tr>
<tr>
<td></td>
<td>General public riders shall be limited to same day bookings, on a space-available basis.</td>
</tr>
<tr>
<td>Minimum Vehicle Specifications</td>
<td>All COLT vehicles will meet all applicable federal, state, and city safety, emissions, accessibility, and mechanical fitness requirements.</td>
</tr>
<tr>
<td></td>
<td>All COLT vehicles will have a minimum capacity for three ambulatory passengers, or capacity for one wheelchair and one ambulatory passenger, and comply with all technical specifications developed by the City’s Maintenance Division.</td>
</tr>
</tbody>
</table>
CHAPTER 6 – SERVICE PLAN

The Service Plan was developed to respond to current system constraints and transportation needs within the Porterville area. This service plan identifies key service issues and outlines strategies to address those issues over the next five years. This section also includes a Management Plan and Marketing Plan for the system, and explores other topics for implementation within the scope of this SRTP.

KEY ISSUES

Both City transit staff and service contractor staff are committed to the provision of high quality service that meets local public transit needs, and together have worked diligently over the past few years to aggressively control service costs and improve service efficiency. However, many unforeseen factors are contributing new operational strains upon the system. Following is a summary of key issues impacting the current service (as of January 2010) and future planning decisions.

Low COLT Farebox Ratios – The TDA mandates a farebox recovery of 20% for fixed route and demand-response services operating within urbanized areas; 20% of the cost of providing transit service must be paid through passenger fares in order to maintain eligibility for State and Federal transit funding.

Although farebox ratios for Porterville Transit have been steadily increasing over the last few years (due to increased fare revenues), this growth is not strong enough to compensate for the steady decline in COLT ridership. This problem is further aggravated by the high cost of providing the COLT demand-response service; demand-response services typically are less cost-effective to run than fixed route services due to smaller carrying capacities and less structured service. COLT service only covers 7.9% of its costs from fare revenues, which when combined with the 31.7% FBR of the fixed route services results in a system wide FBR of 25%.
Further compounding the problem is the current reduction in transit funding to local operators as a result of the State’s financial situation. Since farebox ratio is the relationship of revenue to operating costs, all possible measures should be taken to increase system revenues, and to decrease operating costs associated with the provision of demand-response service.

**Decreasing Ridership** - Porterville Transit’s fixed route bus services’ ridership has declined each year since peaking in FY 2008/09. This decline has not impacted the FBR, (that has increased since the 2010 SRTP due to a fare increase in 2010), but has negatively impacted other performance standards such as Operating Cost per Passenger and Passengers per Revenue Hour. Any further decline in ridership could begin to harm the FBR, which currently serves as a crutch for the naturally less efficient and self-sustaining COLT demand response services.

COLT demand response services have seen its ridership decline since FY 2004/05. This is largely through design to encourage more citizens to use the increasingly accessible fixed route bus system. Nevertheless, continued ridership declines, not resulting from fare increases, will reduce farebox ratios for this service and Porterville Transit as a whole; putting funding in jeopardy.

**Fixed Route Schedule** - During morning commutes some patrons are left at stops due to buses being at capacity. This is the result of students have only one opportunity to catch a bus and arrive at school without being tardy. The 40 minute frequency of Routes 1, 3, and 5 is limiting patrons' ridership in the morning.

In the afternoon, because of the same 40 minute frequency and the commencement of weekday services at 7:00 am, buses pass by school associated bus stops just before students released for the day. Students are then left waiting 40 minutes for the next available bus.

**Proposed Service Strategies**

**Porterville Transit**

A preliminary list of service alternatives was developed to address the service issues and constraints identified through the development of this SRTP. Four service alternatives were originally presented to City staff, which included:
1. The addition of peak hour buses;  
2. Increasing service headways to 20 minutes during peak service times;  
3. Increase service accessibility and convenience;  
4. Increase fares

Given Porterville Transit’s current standing and the City’s desire to better serve its citizens elements from each of these alternatives will be used going forward.

In FY 2012/13 the fixed route system will enhance current services based on development in community needs and preferences since in the 2010 SRTP. Table 16 shows the projected ridership, revenues, costs and farebox ratios for each year of this plan; taking into consideration each service enhancement that is outlined at the end of this chapter.

**COLT**

While the City has made substantial progress to align operating costs with revenues, further opportunities exist to improve operational efficiency, maintain or increase ridership, and improve fare revenues. The key to providing a cost effective demand-response service, lies with a system’s ability to provide service to as many passengers as possible in the fewest service hours and miles as possible. As more passengers are accommodated in a single trip, the system’s cost per passenger, cost per service mile, and cost per service hour will decrease. Therefore, service strategies should continue to focus on techniques to improve trip scheduling, and increase ridership. Passenger costs must be reduced through trip planning efforts; multiple passengers located in close proximity should be accommodated in a single trip, and passenger education should focus on the importance of trip grouping as a way to keep fare prices down. If possible, the City should invest in trip-planning software to optimize trip planning.

**System Projections**

The following table delineates the projected performance of the proposed Porterville transit system over the next five years. This scenario includes all service recommendations outlined at the end of this chapter for both Porterville Transit and COLT. All projections are based on FY 2010/11 data.
### Table 16: Proposed Porterville Transit & COLTS Service Projections
FY 2012/13 through FY 2016/17

<table>
<thead>
<tr>
<th>Fiscal Year</th>
<th>Ridership*</th>
<th>Fare Revenues</th>
<th>Operating Costs**</th>
<th>Net Costs</th>
<th>Farebox Ratio</th>
</tr>
</thead>
<tbody>
<tr>
<td>2012/13</td>
<td>590,500</td>
<td>$623,000</td>
<td>$1,976,000</td>
<td>$1,353,000</td>
<td>31.5%</td>
</tr>
<tr>
<td>2013/14</td>
<td>676,000</td>
<td>$657,000</td>
<td>$2,115,000</td>
<td>$1,458,000</td>
<td>31.1%</td>
</tr>
<tr>
<td>2014/15</td>
<td>717,500</td>
<td>$690,000</td>
<td>$2,311,000</td>
<td>$1,621,000</td>
<td>29.9%</td>
</tr>
<tr>
<td>2015/16</td>
<td>796,000</td>
<td>$755,000</td>
<td>$2,462,000</td>
<td>$1,707,000</td>
<td>30.7%</td>
</tr>
<tr>
<td>2016/17</td>
<td>825,000</td>
<td>$777,000</td>
<td>$2,536,000</td>
<td>$1,759,000</td>
<td>30.6%</td>
</tr>
</tbody>
</table>

* Ridership totals include revenue and non-revenue passengers
** Operating costs assume a 3% annual inflation rate

Under this scenario Porterville Transit operating costs will increase in FY 2012/13 as a result of natural inflation trends and service enhancements each year, excluding FY 2016/17 because no service expansions are schedule for that fiscal cycle. Based on the above illustration farebox ratios will decrease slightly as a result of the new services, but will remain well above the 20% performance standard for fixed route service, and the 20% minimum required by the TDA. It should be noted that no fare increases were programmed into these projections, as this SRTP process is only recommending the fixed route fare structure to be reviewed, not necessarily increased.

From the above projections we can see that, based on current trends and proposed service changes, the Porterville transit system’s combined farebox ratio should stay above the required 20% ratio during the five years covered by this SRTP. The projected system farebox ratio should remain healthy enough to absorb minor unanticipated service issues, without jeopardizing TDA funding. Any additional cost saving measures or unanticipated growth in the system will further strengthen this dynamic.
PROPOSED FARE STRUCTURE

In addition to service changes, the following fare changes proactively address the on-going challenge of balancing service with reduced transit revenue and increased costs for the current fiscal cycle (FY 2011/12). The fare adjustments will help bolster farebox ratios and will align Porterville transit fares with other Urbanized Area Valley providers.

The process established in the 2010 SRTP of reviewing the fare structure for both services annually began in FY 2011/12 with this SRTP process. That review resulted in a proposal to maintain the current fares for the Porterville Transit fixed route services until a review of the farebox ratio for the service in FY 2013/14. At that time a full fare structure evaluation should be completed. This evaluation should benefit from the full use of more detailed data from the electronic fare boxes, which are anticipated to be fully operational this year. By that time, with inflation and the expansion of services, it can be expected that fares will be due for an increase. The Senior/ADA fares should be carefully reviewed and raised from $2.00 per trip to $2.25 per trip starting in FY 2013/14. This review of the senior fare program should also include an assessment of the potential for modification of the Senior/ADA discounts to reflect a larger window during the typical weekday. A second review of both the fixed route and dial-a-ride fare structures should be completed in FY 2015/16.

MANAGEMENT PLAN

General Procedures

The City of Porterville will continue to own and operate the Porterville Transit and COLT services in the Porterville area. The City Council will continue to act as the governing body for the system. The City will continue to own and maintain all transit equipment and intends to continue to use a contractor for the day-to-day operation of both services. The contractor will be responsible for the employment of drivers and dispatchers, plus the tracking of all necessary ridership and operations data.

The City of Porterville intends on continuing the contractual arrangement with the County of Tulare for the provision of service to county areas surrounding Porterville. Pursuant to County policy, that arrangement is
expected to provide operating and capital assistance for both the fixed route and demand-response services.

In addition, the City of Porterville will work closely with the Porterville Sheltered Workshop, Family HealthCare Network, the Porterville Developmental Center, and the Central Valley Regional Center to develop operating agreements with these organizations. The focus of these agreements will be to define common transit needs and operating cost assistance.

The City of Porterville is also committed to working actively with major employers within the community to provide commute alternatives for employees. Emphasis will be placed on the dissemination of transit information to employees and fare payment methods, as well as development of service hours and operating parameters. This working relationship is anticipated to grow with the commencement of the ETRIP program in January 2012. Ideally, employee pass programs will be established with numerous employers in the Porterville community.

Finally, the City will bi-annually review and adjust the system’s performance standards. The review will include an assessment of the service’s achievement of performance standards. Changes will be made to reflect inflation, changes in operations, passenger demand and modifications to contractor agreements.

The Porterville City Council declares the management plan is contingent upon the following stipulations and conditions:

1) That the County of Tulare remains an equitable cost-sharing partner in funding the annual operating costs of the Porterville transit System.

2) That grant funding is obtained, and gas tax revenues remain available, to provide sufficient revenue to establish and operate a fixed route public transit system.

3) That at no time will the operation of a demand-response system, or a fixed route system, or any combination thereof, rely on, or receive General Fund Revenues.

4) That City Council approval is required:
a. Of all capital and operating grant funding applications intended to implement the 2012 Short Range Transit Plan.

b. To maintain effective, efficient alignments and frequency of fixed route and demand-response services.

c. To maintain an equitable fare structure for users of both fixed route and demand-response systems.

**Staffing**

Transit systems the size of Porterville’s require a high level of day-to-day attention in order to keep them running efficiently, through the full-time focus of staff devoted to the needs of the system. Transit staff is responsible for all activities related to the operation of the system. Daily job responsibilities include developing and administering operational policies and procedures, preparing transit reports, applying for and monitoring grants, and performing contract management. Transit staffs also act as liaisons to local, state, and federal regulatory agencies. As transit services and fleets grow, so do their staffing requirements.

At this time the overall management of Porterville’s transit system is provided by a Transit Manager that is contracted by the City. This Transit Manager is responsible for the overall administration, planning, monitoring, and marketing of the system, and acts as a liaison to TCAG, Caltrans, and the FTA.

**Marketing Plan**

A marketing plan should reflect the role that transit plays in the community by targeting current and potential users. Transit in Porterville has historically had a very definitive market including students, seniors, and low-income residents with limited access to a vehicle. A marketing plan should focus on community outreach with this transit market in mind. By reaching target markets with published materials and literature, as well as digitally distributed information, the community will gain a higher level of understanding of the current service, and passengers will receive valuable information to assist in their use of the system. Marketing both the fixed route and demand-response services will help boost off-peak use by encouraging riders to run errands or attend appointments during non-commute hours. These changes will improve service time and the overall quality of the service. Marketing also helps to inform target riders of service goals and lets them know that their patronage is appreciated.
Under normal economic conditions, the marketing of transit to a “choice” travel market in Porterville would be difficult and impractical. Many jobs and destinations are dispersed around the city, making them difficult to effectively serve with a fixed route service or efficiently serve with a demand-response service; and transit as a transportation alternative is a hard sell to individuals in communities where residents have a choice between the unrestricted use of an automobile or public transit. However, nationwide ridership trends, and increasing gas prices, would suggest that transit agencies, like Porterville, now have an opportunity to capture and cater to this “choice” transit market, as economic disincentives “push” people out of their cars, and force them to find alternative transportation modes.

The marketing efforts proposed for the Porterville transit system include the following:

**Transit Branding**

Identity is a critical component of transit marketing. Lack of system unity leads to passenger confusion and tends to dissuade potential riders from using the services. Transit branding helps to unify transit services through the use of a common name and/or theme. The use of a system brand provides system recognition through visual identity, and creates a distinction between a system and its services.

This SRTP recommends unifying the current Porterville Transit fixed route and COLT (City Operated Local Transit) demand-response services under one system name and logo. With the recent roll-out of the new Porterville Transit logo, combining the two services under this brand will help to unify the system while still maintaining ties to its roots. Many local transit agencies have undergone transit rebranding campaigns in the last few years: Tulare County Transit became Tulare County Area Transit (TCaT) with a new wildcat logo, Tulare Transit Express became Tulare InterModal Express (TIME) with a new clock logo, Dinuba rebranded all of their services under a new Dinuba Area Regional Transit (DART) logo, and Visalia City Coach just recently updated to Visalia Transit with a new color scheme. The re-branding of Porterville service under one logo will simplify marketing efforts, improve community understanding of the system and allow for a unified promotional campaign.
Maps/Schedules

Transit route maps and schedules comprise the primary source of transit information required by both existing and potential patrons. All transit maps and schedules should be as clear and simple to read as possible, and updated annually to reflect service changes. Continuation of color-coding the various routes is recommended to give each route a unique identification. Maps and schedules should also include information related to coordinating services as appropriate.

As individual routes grow (incorporate more stops), or as service schedules become more complicated, it is advised that individual route maps and schedules be maintained, in addition to the current system-wide map/schedule. Maps and schedules should be included yearly within the Tulare County Transit Guide as a means to target interfacing commuters. The Tulare County Transit Guide does provide in one place a wide range of information on all transit systems within the county. However, it is becoming apparent that Porterville Transit needs to bring back its own brochure. This key marketing tool is the single most effective method for disseminating detail information to the passengers and potential users of the system. Annual production runs of several thousand copies should provide adequate supplies and given proposed marketing and ridership programs, this marketing piece will be well used and received.

Transit Information

Information on the transit system should be easily available and prominently displayed for all target markets. The availability of service information at the transit center, on buses and at route stops (posted signage) is important to educate and keep existing transit users informed. Printed materials containing up-to-date information on routes, schedules and other transit services should be available at places frequented by target patrons; government centers, schools, shopping centers (including Laundromats and discount stores), senior centers, medical facilities, and social service providers. Fliers containing information regarding upcoming system changes should be made available to the public well in advance of the effective date, and workshops should be scheduled to educate the transit public about the changes.

The Porterville Transit web page should continue to be used to announce upcoming system changes and events, such as fare increases and the holiday trolley service schedule. In addition, the newly established Porterville Transit Facebook page should be used as another medium to disseminate information, especially
time sensitive information. In addition, as part of this SRTP update, the Porterville Transit Facebook was developed and should be continued as the cornerstone of the system’s social media.

Porterville Transit is also proposing to implement real-time passenger information at the bus stops. This system will allow passengers with smart phones to dial-up specific information for individual bus stops. Bus arrival times will be provided at each bus stop and will provide passengers with enhanced travel information. This will significantly improve the reliability of the fixed route service and will provide passengers with up to date schedule times.

Marketing Promotions

Marketing promotions involve efforts beyond printed information. Developing community-wide events to promote Porterville Transit help to keep transit in the minds of residents as a viable transportation option. Promotions could be self-sponsored or held in conjunction with other local/global events such as National Transit Week, Earth Day, or local civic events (such as the Iris Festival). Promotions should include the distribution of route flyers and free bus passes (good for one round-trip) to attract potential riders. Transit personnel should be made available to answer questions about the services available to them.

Porterville Transit is also proposing to implement a truly unique program tied to the San Joaquin Valley Air Pollution Control District’s Spare the Air Program. Porterville Transit upon receipt of a notice from the District of a Spare the Air Day announcement, will initiate a “free ride” day. Typically, notices are received from the District the afternoon before a Spare the Air Day. Porterville Transit will immediately announce, through its public outreach program, social media and electronic media, that all transit rides the following day will be free. This program is designed to support the District’s goals and encourage a shift from automobile travel to bus trips. Porterville Transit will work with employers, schools and other community groups to encourage participation and support.

The Porterville Trolley should continue to be used as a marketing tool; trolleys are effective image building tools when used to promote civic activities. Free or low-cost transit service should be provided during selected special events to reduce event-related congestions, while promoting transit within Porterville. Special events and holiday shuttles provide excellent potential for cross-promotion by participating
organizations or merchants. For example, the trolley could be used as a Main Street Shuttle to promote transit and downtown parking to local downtown merchants. The trolley could provide free transportation to downtown business owners, on a trial basis, twice daily between a downtown parking lot and a central downtown business location, to free up prime street-front parking stalls for business patrons.

As part of the Porterville College Pass Program, a student campaign should be deployed to promote its use. Also, a back-to-school campaign should be designed with the high, junior and elementary schools to promote use of Porterville Transit by younger students.

**Free Advertising**

Free advertising, in the form of press releases and media coverage, should be utilized whenever possible to promote transit services. Press releases should announce major service changes and improvements to the system, including the addition of new buses. Media coverage should be targeted to highlight the positive aspects of using the Porterville Transit service (including the flexibility, frequency of service, and low cost) in light of the current economy. Since a large portion of Porterville Transit’s target market is Hispanic, all advertising should be made available in Spanish, as well as English.

**Advertising Revenue**

The City should increase efforts to obtain advertising revenue from the sale of on-bus advertising space to local businesses. These efforts help to promote transit within the business community, while generating marketing revenues. The City currently generates minimal revenue through bus ad sales. In light of the current economic downturn, advertising can be difficult to obtain. However, because ad revenues are so minimal now, Porterville Transit can afford to offer deals for long term advertising agreements. Porterville Transit should also look at working with the Chamber of Commerce and other groups and associations to build advertising relationships. To support this effort, Porterville Transit as part of the purchase of new bus shelters will include advertising panels in the design. These panels will provide additional space for advertisers as well as optional market positioning.
The Americans with Disabilities Act of 1990 (ADA) is the culmination of almost 20 years of debate on the issue of disability rights. In general, the law prohibits public entities from denying individuals with disabilities the opportunity to use public transportation services, if the individuals are capable of using the system. It also prohibits public entities from providing services that discriminate against persons with disabilities. Specific actions that must be taken by public transit agencies, commuter rail authorities, and AMTRAK to avoid discrimination are delineated. For example, the law requires that:

- All newly purchased or leased vehicles used in fixed route service must be accessible.
- Public entities that provide fixed route public transportation service also must offer comparable paratransit service to individuals with disabilities who are unable to use the fixed route system.
- New or used vehicles purchased or leased for use in general public demand-responsive service must be accessible unless it can be shown that equivalent service is provided to persons with disabilities.
- Vehicles that are remanufactured (defined to include structural changes) to extend their useful life beyond a given number of years (5 years for buses, 10 years for commuter and intercity rail cars) must include accessibility features.
- New facilities, to include bus stops, must be accessible; with special consideration given to design standards that accommodate individuals in wheelchairs.
- Alterations to transit facilities must include features to make them accessible. Alterations covered by the law include changes that affect or could affect the usability of the facility. Not covered is normal maintenance, painting, or changes to the electrical, mechanical, or plumbing systems.

Many sections of the ADA, including the transportation provisions, are open to interpretation. This is not unusual for major legislation. The purpose of the law is to set goals, define general types of discrimination, and create a framework for addressing this discrimination. As with other civil rights legislation, specific definitions, interpretations, and requirements are spelled out in regulations issued by the implementing agencies. Several regulations have already been issued to implement the ADA.

The underlying tenets of the ADA are equal opportunity, full participation, and independence. The law intends for persons with disabilities to have equal access to facilities and to be able to fully and equally
participate in programs and services. Access to mainline and fixed route service is therefore to be provided. While access to fixed route systems is the primary focus, the law acknowledges that some persons with disabilities are not able to use fixed route services even if these services are accessible. The law also acknowledges that until fixed route systems are made completely accessible, alternative means of transportation need to be provided to persons who are otherwise unable to use accessible fixed route services. Complementary paratransit service (aka dial-a-ride, aka demand response) is required in the ADA to serve those persons whose needs cannot be met by fixed route systems.

In 2003 the City of Porterville prepared and adopted its latest Paratransit Plan for its fixed route and demand-response services. The 2003 Porterville Paratransit Plan determined that the City meets all six service criteria for providing paratransit service. With the adoption of the service changes recommended in this SRTP, the City of Porterville will continue its commitment to providing the best available paratransit service to its disabled patrons. Porterville’s next Paratransit Plan update will reflect the modifications included within this SRTP.

**SAFETY AND SECURITY PLAN**

On August 25, 2005, President Bush signed The Safe Accountable Flexible Efficient Transportation Act: A Legacy for Users (SAFETEA-LU), replacing the Transportation Equity Act for the 21st Century (TEA 21). The passage of SAFETEA-LU brought about increased attention to addressing the issues of safety and security as standalone factors with regards to public transportation systems.

In an effort to ensure both the safety and security of its system, passengers, and employees, the City of Porterville, in conjunction with the California Transit Insurance Pool (CalTIP), developed the 2007 Porterville System Safety Program Plan (SSPP). Porterville’s SSPP was developed to comply with California Law (SB 198) and all SAFETEA-LU provisions. The SSPP provides a detailed plan for the safe and secure provision of transit service as it relates to the following topics:

1. Bus Stop Program
2. Cargo Transportation
3. Emergency Management
4. Fire Prevention
5. Field Trip Program
6. Incident and Injury Reporting
7. Job Safety Program
8. Lost and Found
9. Passenger清 consultation
10. Pre- and Post-Vehicle Inspection
11. Revenue Vehicle Procurement
12. Revenue Vehicle Specifications
TRANSPORTATION DEMAND MANAGEMENT (TDM)
Transportation Demand Management (TDM) consists of transportation control measures, congestion management, and trip reduction efforts which focus on decreasing vehicle trips during the peak hours of travel by shifting trips to other times of the day, or by eliminating the vehicle trip altogether. The motivating factors are either relief of traffic congestion or the reduction in vehicle emissions.

The Porterville Transit system plays a critical role in Porterville’s transportation management. By providing accessible commuter services, the transit system helps alleviate area traffic congestion and assist with downtown parking problems. The transit service also benefits local air quality by reducing the total number of vehicles on the roadways.

The City of Porterville supports the TDM policies set forth in the 2011 Tulare County Regional Transportation Plan (RTP) through its transit services.

DRUG TESTING PROGRAM
The Omnibus Transportation Employee Testing Act of 1991 requires alcohol and drug testing of safety-sensitive employees in the aviation, motor carrier, railroad, and mass transit industries. Large transit employers, which are defined as those transit employers who operate in an area of 200,000 or more in population, are required to do random drug testing for all safety-sensitive transit employees. Small transit employers, operating in areas with less than 200,000 in population, are required to implement a limited random drug testing program.
The City of Porterville, in conjunction with its transit operations contractor, is responsible for implementing this drug testing program. This program includes pre-employment, reasonable suspicion, post-accident, random, return-to-duty, and follow-up drug testing. Employee tests are reviewed and interpreted by a physician before they are reported to the employer. All employee drug test results are confidential. Transit employers are required to provide information on drug use and treatment resources to safety-sensitive employees, as well as provide one hour of training on the dangers of substance abuse. The employer is not required to provide rehabilitation, pay for treatment, or reinstate the employee to his/her safety-sensitive position.

The City complies with all applicable state and federal drug testing laws through an agreement with their service provider and City employee policies. The service contractor is responsible for developing, implementing and maintaining an employee substance abuse/alcohol abuse testing program, subject to City approval. All transit maintenance personnel are subject to City of Porterville drug testing procedures.

**Transit Oriented Development (TOD)**

Transit Oriented Development (TOD) is a fast growing trend in creating compact, walkable neighborhoods and communities centered around transit systems. According to the California Department of Transportation (CALTRANS) the Technical Advisory Committee for the “Statewide TOD Study: Factors for Success in California” defines TOD as:

“Moderate to higher density development, located within an easy walk of a major transit stop, generally with a mix of residential, employment, and shopping opportunities designed for pedestrians without excluding the auto. TOD can be new construction or redevelopment of one or more buildings whose design and orientation facilitate transit use.”

TOD is a workable solution to the growing problems of fuel costs and air quality. TOD’s provide for a high quality of life without automobile dependence, by reducing financial costs as well as the externalities associated with automobiles. TOD also leads to an increase in transit ridership, and increased foot traffic and customers for area businesses. TOD neighborhoods usually include mixed-use developments (residential and commercial), high quality pedestrian facilities, such as pedestrian crossings and narrow streets, and reduced parking facilities.
The Porterville 2030 General Plan identifies revitalizing Downtown Porterville as a top priority of the community, and focuses on balancing future growth in order to re-center the City’s Downtown area as the “heart of the City”. The General Plan implements policies aimed at extending the City’s recent downtown street, pedestrian, and building improvements to streets adjacent to Main Street. The General Plan also implements a Downtown Mixed-Use land designation that allows for commercial and residential uses in the same area, “encourages a higher-density, vertical mix of uses with residential or office uses above ground floor retail or other commercial uses”, and “provides for the development of more multi-family residential within walking distance of Downtown”. The General Plan Land Use Diagram designates the area surrounding the Porterville Downtown Transit Center as Downtown Mixed Use. Projects developed under this land use designation should focus on providing pedestrian friendly connections to the transit center and promoting transit as a transportation option to other areas of the City.

**ADDITIONAL RECOMMENDATIONS/FUTURE CONSIDERATIONS**

**Transit Signal Priority (TSP)**

The City has reacted to increased population growth and subsequent traffic increases by installing a number of new traffic signals in recent years along many of Porterville Transit’s bus routes. The increase in traffic and delay at these intersections has contributed to the difficulty in maintaining the on-time performance of these routes. Although recently implemented schedule changes (increased headways) have taken care of the problem for now, the eventual increase of ridership coupled with population and traffic growth within the City, dictates that the City look at all possible measures for maintaining on-time performance in the future.

The term intelligent transportation system (ITS) refers to efforts to add information and communications technology to transport infrastructure and vehicles in an effort to manage factors that typically are at odds
with each other, such as vehicles, loads, and routes to improve safety and reduce vehicle wear, transportation times, and fuel consumption.

Bus priority or transit signal priority (TSP) is a name for various techniques to speed up bus public transport services at signalized intersections. Buses normally signal their impending arrival and upon arrival at the intersection receive green lights. Typical deployments are at selected critical intersections, along segments of specified routes or on critical routes within a system.

While some signals along Porterville Transit’s busiest routes are controlled by Caltrans, the City can have a significant influence on the running time of the buses through the installation of transit signal priority measures along City-controlled portions of the routes. The conversion of the signals includes the installation of pre-emption detectors on the signal mast arms, installation of updated software in the signal controller, the installation of an emitter on the individual bus or vehicle, and the reprogramming of the signal controllers to provide vehicle pre-emption in the case of emergency equipment (police, fire and ambulance) and for transit buses signal priority. Typically, signal priority for transit buses has a lower priority than those for emergency equipment.

The benefits to Porterville Transit that would be accrued by the development and installation of a transit signal priority system include:

- Decrease bus running time by 6% - 15% (1.25 to 3.25 minutes per run)
- Improve on-time performance system-wide
- Improve system reliability
- Increase ridership
- Decrease fuel costs associated with idling at lights

Many funding sources aimed at the reduction of air pollutants exist for the design, installation and programming of a transit signal priority system, including the Congestion Mitigation and Air Quality Program (CMAQ). In addition, cost savings can occur if project partnerships are formed with local police, fire and ambulance services.
TPG Consulting, working with the City, recently completed a Federal Transit Administration grant application that included a request for funding for TSP. Part of this require the identification of 19 traffic signals that are in need of technology. In addition, TPG Consulting developed cost estimates for purchasing and installing the technology.
PORTERVILLE TRANSIT

TRANSIT SIGNAL PRIORITY PROJECT
- CRITICAL ROUTES -

LEGEND

- SIGNAL WITHOUT PRE-EMPTION
- SIGNAL WITH PRE-EMPTION DEVICE

Transit Signal Priority (TSP)

Short Range Transit Plan

Figure 20
This Page Intentionally Blank
Automatic Passenger Counters (APCs)

In times of slimming budgets, and funding maximization is almost as important as the goal itself, investments that provide solid returns are of great importance. The City of Porterville and Porterville Transit cannot afford to keep using its valuable human capital to survey ridership on each route. An investment in automatic passenger counters (APCs) can save time immediately, money in the long run, and provide much more thorough and accurate ridership data sets; the better to plan future services with. APCs, through infrared signals and monitors, can report how many people enter and exit the bus, when a bike rack is pulled down for use, and when a wheelchair ramp is deployed. When linked to automatic vehicle locators (AVLs), these ons and offs are matched with GPS coordinates, so Porterville Transit will be able to know where exactly the passengers are entering and exiting the bus.

Ticket Vending Machines (TVMs)

At present, Porterville Transit can only distribute monthly passes from the Downtown Transit Center with the help of a staff member inside the office. By adding ticket vending machines (TVMs) throughout the community, Porterville Transit will free up staff time, while creating greater accessibility to the transit system and opportunities for new types of passes. TVMs, with clear instructions provided on the units, allow the public to purchase passes easily at their convenience. By placing at least one TVM at the Downtown Transit Center, but ideally four machines at the highest volume stops, Porterville Transit can begin the necessary process of using technology to have a more accessible and efficient system.

Real-Time Passenger Information

One of the greatest limiting factors in smaller transit systems is information. Existing patrons have the carefully plan their activities so as to not miss a bus with its 40 minute frequency. Potential patrons would be more willing got use transit if they could know for sure when the next bus was arriving instead of relying on a schedule. Real-time passenger information technology solves these basic concerns. One such technology is a digital display board. Display boards would be installed at stops throughout the system and would show when the next bus would arrive and what route it was. Having this sort of visual aid comforts riders; resulting in happier patrons and potentially new riders.

Another display technology allows patrons to remotely see where buses are located. Software and application developers create system maps so patrons can see where buses are located along a route. By
making Porterville Transit’s system information available, developers will create websites and apps for smartphones of the Porterville Transit system routes and buses, so anyone with access to a computer or smartphone can track where the buses are. This visual tool, like the display boards, brings a piece of mind to patrons and can sway choice riders to transit because of the added convenience.

The final passenger information technology Porterville Transit should consider is talking bus software. This software can be programmed in various languages to make a variety of announcements to passengers on the bus; everything from safety and general announcements, to which stop is next. Such a tool is beneficial to new riders, visitors to the community, and those with vision impairments.

**Airport Service/Central Valley Regional Center (CVRC) Service**

As part of the City of Porterville 2008 SRTP, the City planned for the future expansion of Porterville Transit through the addition of a ninth fixed route to be implemented in FY 2012/13, to serve areas not currently covered by the fixed route service. Through subsequent field work, discussions with City staff and the service contractor, and input from the community, it was determined that the most feasible area for implementation of additional service would be in the southwest area of Porterville; the area generally bound by Olive Avenue to the north, SR 65 to the east, Scranton Avenue to the south, and Westwood Street to the west. This route would provide scheduled service out to the Porterville Municipal Airport, and the Industrial Park, as well as eastbound service along Olive Avenue to alleviate passenger loads along Route 1. The City has received service requests in the past for service out to the airport and to the adjoining city-owned Porterville Sports Complex, but low ridership projections, requested service time restrictions, and distance from the Transit Center have inhibited the designation of fixed route service. However, the recent implementation of 40-minute bus headways has strengthened the feasibility of route service to airport destinations. This area is currently served by the COLT dial-a-ride service, and the Porterville Trolley Airport Shuttle (Figure 7) which provides shuttle service between downtown Porterville and the airport during special events, such as the Moonlight Fly-in.

Recently, as a result of cost saving measures mandated by the State of California, the City was contacted by the Central Valley Regional Center (CVRC) in regards to providing public transportation services for their clients. Many of CVRC’s Porterville clients attend a work program on South Newcomb (across from the airport), while others travel to various day programs located throughout Porterville. CVRC is a private, non-profit corporation funded by the State of California that provides a variety of assistance to individuals with
developmental disabilities. In 2009, legislation was passed by the State of California that mandates State funded regional centers to reduce costs by shifting their clients from special needs transportation to public transportation if available.

The City has remained in close contact with CVRC since their initial inquiry, providing assistance with client transitions through phone calls and presentations to CVRC case workers regarding public transportation options. Initial service cost calculations indicate that the City would be able to provide the requested service to the Newcomb facility through the use of a shuttle or a tripper bus. Those clients unable to use fixed route service would be accommodated on the dial-a-ride system. Ultimately, the proposed Route 9 would not be able to function as a standalone route without carrying a majority of CVRC clients to and from the airport area. The City reserves the right to accelerate the implementation of Route 9 at their discretion based on City policy and adopted transit standards.

Tule River Indian Reservation and Eagle Mountain Casino

Recently, discussions have occurred regarding the provision of transit service to the Tule River Indian Reservation, particularly the Eagle Mountain Casino, east of Porterville. The Tule Indian Tribe has set about producing transit plans and would like to boost access to Porterville and surrounding communities for its members, and also increase opportunities for people to visit the Reservation and Casino. Such a venture could prove very successful and beneficial to all parties involved.

Sunday Service

The addition of Sunday service is often a request of public transit providers. Seventy-six percent (76%) of Porterville Transit riders and 48% of COLT riders surveyed during development of this SRTP indicated that they would like to see service extended to include Sunday hours. However, Sunday bus service is typically the last to be added to public transportation systems and the first to be cut due to operating inefficiencies related to low ridership; Sunday transit service lacks the ridership generated by traditional school, and work schedules.

The implementation of Sunday service must be able to produce adequate ridership to support required farebox ratios. Based on current Porterville Transit data, any new fixed route service additions must be able to produce at least 12 passengers per revenue hour, per bus, in order to be viable from a cost perspective.
That means any Sunday service provided would need to generate a minimum of 84 passengers per hour system-wide. Also, given the high operating costs associated with the current COLT service, it is unlikely that there would be enough demand to warrant the provision of additional operating hours. With transit agencies facing diminishing and unstable funding mechanisms, the City will not be able to increase service until the demand is apparent to warrant the increase, and the funding is available to provide the additional service. Growing community demand for such a service has put a higher priority on this proposal.

**Nights**

Based on the surveys conducted as part of this SRTP process, 52% of fixed route bus riders and 45% of COLT riders said they would like to see services carried into the night. Such a service creates more opportunities for people with later work schedules, those taking night classes, or people who need to run errands at night to use transit over personal automobiles. The service would add significant costs to the total system, but could prove sustainable via farebox revenues if the unmet demand is as strong as indicated.

**Peak Hour Increase Frequency**

Twenty-two percent (22%) of Porterville Transit bus riders indicated they would like to see more frequent service. To provide greater convenience and accessibility to peak hour commuters, particularly students in the local school district, 20 minute headways are proposed for Routes 1, 3, and 5 for two hours in the morning and one hour in the afternoon each weekday. This enhancement addresses capacity issues for morning commuters on buses. These capacity issues result in some passengers being left at the bus stop. Leaving students at bus stops is a significant issue because the current schedule, with 40 minute headways, allows only one trip opportunity for the students to arrive on-time. The increased service frequency in the afternoon provides an earlier bus ride home for students. As the schedule currently exists, students are let out from school just after buses pass the stops at some schools, leaving the students to wait 40 minutes for the next bus. These headway enhancements benefit not just students, but all of the community, in that shorter waits for buses result in greater patron convenience.
SERVICE IMPLEMENTATION PLAN

This section presents an action plan for implementing the Porterville Transit and COLT services proposed in this chapter. The implementation plan outlines service parameters for each of the five years covered by this SRTP. This schedule assumes the availability of all projected funding, and should be reviewed annually to reflect current funding scenarios. The associated capital and financial plans are presented in Chapters 7 and 8, respectively. Marketing and outreach efforts should be ongoing throughout the life of the SRTP.

Porterville Transit Service

In order to meet current and projected service demands, the Porterville Transit fixed route system will need to be enhanced through the introduction of several new service options and technologies over the five-year planning horizon covered by this SRTP. This plan calls for the implementation of two new routes, adding three more buses to the road during normal operations.

Over the course of this plan weekdays will have an additional three hours of service each night; resulting in Monday through Friday operations from 7:00 am to 10:00 pm. Sunday service is anticipated to begin during this five-year period, mimicking Saturday’s hours of operation; 9:00 am to 5:00 pm. Peak pull-out will also increase, with an additional bus on three routes for three hours each weekday.

Porterville Transit will annually evaluate routes and schedules for their performance and make minor adjustments in response to changes in service demand, funding and operational parameters.

Year One (FY 2012/13)

During FY 2012/13, Porterville Transit will make significant changes to its system. Two new routes will be added (9 and 10), as will three buses (two on Route 10) so that system can maintain its 40 minute frequency. This will expand the fixed route service reach southwest to the airport area and eastward towards the Tule River Indian Reservation and the Eagle Mountain Casino.

A $3.00 per day pass good for unlimited trips for the following 24 hours will also be implemented.

Year Two (FY 2013/14)
Over the course of FY 2013/14, peak service hours will be enhanced with the addition of an extra peak hour bus on Routes 1, 3, and 5 to increase bus frequencies to 20 minutes. These buses will run for two hours during the morning commute and one hour during the afternoon.

Year Three (FY 2014/15)
Fiscal Year 2014/15 will bring forth the introduction of Sunday route service; operating from 9:00 am to 5:00 pm.

Year Four (FY 2015/16)
Extended weeknight services, to 10:00 pm, will be introduced for all routes beginning FY 2015/16. In addition, a real-time website and mobile application will be introduced so the public can see where buses area currently located throughout the system map.

Year Five (FY 2016/17)
During FY 2016/17 services and technologies will continue to operate as established during the previous four years.

COLT Service
Over the next five years, COLT will continue as a restricted demand-response service. In conjunction with the Americans with Disabilities Act, the emphasis of the demand-response service will focus on providing trips to seniors, handicapped persons, and Medicare patients. General ridership passengers will be accommodated on a space-available basis, wait-list basis.

The implementation plan begins by introducing a new fare of $2.25 for Senior/ADA passengers. This fare will be reviewed and potentially raised again in FY 2015/16 to $2.50.

With the expansion of fixed route services on Sundays and weeknights, COLT demand response services will operate from 9:00 am to 5:00 pm Sundays, and 7:00 am to 10:00 pm Monday through Friday. And finally, with the initiation of fixed route service to the reservation, demand response services will be extended to the
Reservation in order to comply with Federal ADA requirements and to provide general door-to-door service to residents living or working within the Reservation area.

**Year One (FY 2012/13)**
In FY 2012/13 the demand-response service will raise the price of the Senior/ADA fare to $2.25 per trip. It is anticipated that commencement of COLT operating on Sundays from 9:00 am to 5:00 pm will begin during the year. In addition, with the initiation of Route 10 service to the Reservation, COLT service within the Reservation will begin to provide paratransit service as well as general public service within the Reservation.

**Year Two (FY 2013/14)**
No changes to services is anticipated in FY 2013/14.

**Year Three (FY 2014/15)**
No changes to COLT services, as established up to this point, will occur in FY 2014/15.

**Year Four (FY 2015/16)**
COLT service hours will extend from 7:00 pm to 10:00 pm on weeknights beginning FY 2015/16, to coincide with the service expansion undertaken by fixed route services.

**Year Five (FY 2016/17)**
No changes to COLT services, as established up to this point, will occur in FY 2016/17.
This Page Intentionally Blank
CHAPTER 7 - CAPITAL PLAN

The Capital Plan has been developed to be consistent with the City’s acquisition schedule. The Capital Plan was initially developed for the FTA’s Section 5307 Program. The five-year program for replacement of Porterville Transit and COLT vehicles is designed to provide adequate equipment to meet the service demands projected, and to comply with California Air Resources Board (CARB) requirements for CNG fueled vehicles, and other state and federal guidelines. This capital program commits the City to actively manage its bus fleet, work in conjunction with state and federal agencies to maximize those funding sources and to plan for the operations envisioned in this Plan. With this year’s capital program, the City is embarking on an ambitious schedule for the expansion of the bus maintenance facility, the enhancement of bus stops, shelters and turn-outs, improved passenger amenities such as ticket kiosks, transit signal priority for selected routes to improve on-time performance and the expansion of the downtown transit center to accommodate expanded route service.

CURRENT CAPITAL PROJECTS

Porterville’s capital projects for the current fiscal year (FY 2011/12) consist of vehicle acquisitions, as well as bus stop and service enhancements. Using state funded Public Transportation Modernization, Improvement, and Service Enhancement Account (PTMSEA) allocations, Porterville will acquire an additional trolley bus for promotional use and purchase route schedule holders to be placed at all posted stops along each route to assist passengers with trip planning. Following is the current capital program for the Porterville Transit and COLT services.

<table>
<thead>
<tr>
<th>Year</th>
<th>Item</th>
<th>Cost</th>
</tr>
</thead>
<tbody>
<tr>
<td>2011/12</td>
<td>Passenger Information System</td>
<td>$279,000</td>
</tr>
<tr>
<td>2011/12</td>
<td>Bus Stop Signs/Poles</td>
<td>$3,000</td>
</tr>
<tr>
<td>2011/12</td>
<td>Shelters/Benches</td>
<td>$20,000</td>
</tr>
<tr>
<td>2011/12</td>
<td>Bus Stop Improvements</td>
<td>$110,000</td>
</tr>
<tr>
<td></td>
<td><strong>Total</strong></td>
<td><strong>$412,000</strong></td>
</tr>
</tbody>
</table>
FIVE-YEAR CAPITAL PROGRAM

Vehicle Replacement

The Capital Plan for the period FY 2012/13 to FY 2016/17 includes the purchase of five 30-passenger fixed route buses, one 6-passenger demand-response van and seven 15-passenger hybrid fueled paratransit buses. The vehicle replacement schedule is based upon the City’s bus replacement program, planned service expansion and recent bus purchases. All vehicle purchases shall be ADA accessible.

There are currently 14 vehicles in the active Porterville Transit fleet, including the trolley; 7 buses are used for daily peak pullout and 6 as spares. The average fleet age is 5.1 years and the average age of the fleet is relatively good. The City does own four reserve buses that are 9-year old cutaway buses. These buses were designed for light duty shuttle-type service, and have an average five-year service life. In addition, these buses are diesel fueled vehicles, which no longer comply with the San Joaquin Valley Air Pollution Control District’s fleet requirements for clean fueled buses.

Through the American Recovery and Reinvestment Act of 2009 (ARRA), the federal economic stimulus bill, Porterville was able to accelerate the conversion of its fixed route fleet to CNG buses. By the beginning of 2011, the entire peak Porterville Transit fleet was converted to heavy-duty, low-floor CNG buses (pictured at right) with leaning capabilities to assist with passenger boardings.

The acquisition of two additional transit buses during the life of this plan will provide adequate vehicles for daily pullout requirements for the existing service levels and the planned expansion for peak hour trippers. However, the planned service expansions for Routes 9 and 10 will require additional buses. Should those services be implemented, the peak pull-out requirement will be increased to 13 buses. With a planned fleet of only 15 buses, the resulting spare ratio of 13% will be too low for this level of service. Additional buses will need to be procured as a precursor to the deployment of these new routes. Options for the additional buses include purchasing additional vehicles, leasing or partnering with a nearby transit operator. The City should...
begin exploring options for these additional pieces of equipment, as the planned implementation of Routes 9 and 10 will take place in less than 15 months.

There are currently 5 vehicles in the active COLT fleet; 1 vehicle is used for daily peak pullout and the 4 remaining vehicles as spares. The average fleet age is 4.8 years. The FTA recommends a four-year service life for all paratransit-type vehicles, although most transit agencies are able to keep their vehicles in service longer through effective maintenance programs. Given the advanced age of the vehicles, the City is embarking on a replacement program beginning in FY 2012/13. One 6-passenger ADA van is currently programmed for acquisition in FY 2012/13 and the City has applied for a grant to fund two 15-passenger Paratransit hybrid fueled buses. With an anticipated delivery schedule for these new vehicles in late FY 2012/13, the existing fleet will need to be maintained until FY 2013/14 or 2014/15. With the advanced age of the COLT fleet, timely replacement of the existing vehicles is becoming critical.

**Bus Stop Amenities & Improvements**

The Capital Plan includes funds to pay for a number of bus stop amenities, including bus stop signs/poles, shelters and bus turn-outs. Annual sign funds will cover the replacement of damaged or worn signs, and the installation of signs at new stops and along new routes. Funds have also been budgeted for the installation of passenger shelters and/or benches. Shelters and benches should be placed at key passenger activity points along fixed routes that meet the service design standards outlined in Chapter 5 of this SRTP. All shelters and benches will be placed in compliance with ADA specifications.

In addition, funds have been budgeted for the construction of bus stop improvements, including bus turnouts and landing areas. Bus turnouts are bus stop areas that are recessed from the roadway. Turnouts provide bus routes with a safe access point away from through traffic, and are desirable in high speed and/or high traffic areas. The addition of landing areas involves the construction of sidewalks and/or landing
pads at stops that currently have no pedestrian amenities. All bus turnouts and bus landing areas will be constructed to ADA specifications.

Working with City and Sierra Management staffs, TPG Consulting has developed a Bus Stop Improvement Plan for Porterville Transit. This Improvement Plan consists of a route by route evaluation of bus stop needs, as well as a list of recommended improvements, right-of-way needs, and probable costs by stop. The Bus Stop Improvement Plan will be used to determine the most efficient use of bus stop improvement funds, and will be updated annually to account for service changes.

1. The Bus Stop Improvement Program calls for the construction of bus turn-outs over the next few years. Candidate sites for this level of improvement include Plano at Andres, Plano at Chase, Sierra View District Hospital, Family Health Care Network and the new County Courthouse. Each of these will be developed in partnership with the business or agency.

2. The City has received federal funding for the upgrading of bus shelters. The Program calls for the purchase and installation of modern shelters in selected corridors or on selected routes. These enhanced shelters will include solar lighting, a bench, covered waiting area and advertising panels. The intent is to provide improved passenger comfort and enhance the community’s visual look. These shelters will generally be placed at locations with existing shelters, which will be relocated to stops meeting the minimum passenger criteria for shelter placement.

3. The City has identified a number of bus stops within the County areas of East Porterville that warrant consideration for upgrades. In many cases these stops currently have no paved shoulder or area for passengers to wait other than in the dirt. In addition, these locations would greatly benefit from a minimum level of passenger landing. The City will consult with the County of Tulare to implement a bus stop improvement program at 14 locations. Minimum improvements currently anticipated include paved shoulders and passenger waiting areas (AC only) and bus stop signs at each location.
4. Finally, the City intends to make minor improvements at selected City bus stops. These improvements will include curb, gutter and sidewalks where appropriate.

**Intelligent Transportation Systems (ITS)**

The City of Porterville is embarking on a bold and exciting program to implement its Intelligent Transportation Systems. This program seeks to purchase and implement three ITS technologies:

- Transit Signal Priority (TSP)
- Ticket Vending Machines (TVMs)
- Automatic Passenger Counters (APCs).

These three technologies bring significant efficiency for little financial investment. They also provide significant operational improvements resulting in financial returns. The goal of the City’s ITS technology program is to create more convenient transit options for travelers. And each of the three components of the City’s program, emphasize efficiency and effectiveness. The Transit Signal Priority project will improve running times of buses; making transit that much more competitive with automobiles and allowing citizens to choose transit because of that added convenience. The Ticket Vending Machines will not only provide travelers more locational opportunities to purchase fare cards and passes, they will allow for a wider variety of fare cards and passes to be provided to the public. And the Automatic Passenger Counting equipment will allow Porterville Transit to collect ridership data more efficiently and will yield better information to plan future services, thus boosting transit long-term.

The City has applied for project funding from the Federal Transit Administration’s: Bus Livability Initiative. Porterville Transit has requested funds to provide 80% of the $892,000 budget to implement these three ITS technology projects. The goal of the City’s ITS project is to sustain, expand and improve the quality of transit.
service through increased convenience, increased efficiency and increased knowledge of the system, to meet growing transit service demands.

**Transit Signal Priority (TSP)**
Transit Signal Priority is the lead technology in this project. It has been on the Porterville Transit planning radar since 2009, but the City has lacked funds to introduce the technology. TSP will help to improve the on-time performance of three routes during peak ridership periods, as these routes encounter larger dwell times due to passenger volumes encountered. TSP technologies will be installed on all buses and at 19 intersections along the three in-need routes.

The Capital Plan includes funds to pay for signal preemption devices. Signal preemption detects when a bus is coming and turns or keeps traffic lights green to let the bus through an intersection. The system consists of detectors that are mounted on top of traffic lights that work in conjunction with devices that are installed on each bus. When a bus approaches a detector, a message is sent to the signal that a bus is on its way. If the lights are about to turn red they are instructed to stay green until the bus passes through. If the lights are red, then the green phase is brought forward. Signal preemption allows for fixed routes to maintain run-times and adhere to schedules that are being jeopardized by increasing traffic delays. The Transit Signal Priority (TSP) devices to be purchased with these funds will also help buses improve their on-time frequencies, resulting in a more reliable schedule; thus, improved ridership.

**Ticket Vending Machines (TVMs)**
The City of Porterville has identified the need for Ticket Vending Machines (TVMs) to be located throughout the transit service area. One method to increase transit ridership, and reduce roadway congestion, is to enhance system accessibility, convenience and operation. The Ticket Vending Machines (TVMs) will make purchasing various types of fare cards and passes easier and more convenient by not requiring passengers to go to the Downtown Transit Center to purchase passes and allowing passengers to have their fare cards before boarding the bus; this decreases dwell times also, improving on-time frequency of the buses. These will help Porterville Transit reach out into the community and allow more opportunities for the types of
fare and pass strategies that can be provided to the community. Four TVMs will be placed at high ridership and visibility locations throughout the service area. Currently, the only location where passes can be purchased is from Porterville Transit staff at the downtown Transit Center.

Two of the chosen locations for the TVMs are at heavily frequented commercial centers. Because of the centers' high visibility to both transit and personal automobile commuters, Porterville Transit chose these sights to emphasize its connections to popular retail-oriented destinations; as well as the sites' great potential to provide TVM use. A third location for a TVM is at Porterville College. Education for all members of the community is essential to enhancing a locality's human capital, thus its productivity and value. By providing a TVM at Porterville College, the City is increasing transit and education accessibility to the members of its community. APCs will allow data to be gathered to ensure that current connections between residential and commercial areas, as well as connections between bicyclists and transit, are strong. The data will allow Porterville Transit to reinforce those connections by identifying stops that should be relocated or have bike racks installed at them.

**Automatic Passenger Counters (APCs)**

The Automatic Passenger Counters (APCs) will reaffirm ridership trends and help Porterville Transit to modify operations to either reverse a negative trend or reinforce a positive trend. Furthermore, because Porterville Transit operates with a limited staff, the APCs allow them to continue standard duties, without spreading themselves thin in attempts to capture ridership information. Automatic Passenger Counters (APCs) to help staff gather more accurate and complete ridership information. This information will help improve operations by identifying stops that may no longer be needed, stops that warrant amenity improvements, and locations and routes that could help generate advertising revenue; an element currently missing from operations. Furthermore, APCs will relieve pressure on staff during times of National Transit
Database (NTD) route and ridership sampling, and any other events that require explicit ridership information.

Transit Center Expansion

The City is in the final design stages of the Transit Center Expansion project. The project is necessitated by the planned expansion of the routes and the resulting need for additional bus stop locations within the existing facility. The planned expansion will provide additional bus bays for use by intercity or regional carriers, thus freeing up space at the existing center for route expansion. It is critical for the ongoing operation of the routes to congregate all Porterville Transit route buses within the confines of the existing transit center to insure efficient transferring of passengers between routes.

The expansion will be constructed along the east side of Hockett Street, immediately east of the current Porterville Transit Center, and adjacent to dedicated transit parking stalls. Construction will include new curb, gutter, sidewalk, concrete bus slabs and bus shelters. Figure 21 depicts the preliminary site plan.
Bus Maintenance Facility Expansion

Phase 1: Bus Canopies and Fuel Stations - Over the past several years, the City of Porterville has evaluated the construction of an expanded compressed natural gas (CNG) fueling facility. With the completion of the conversion of the transit fleet to all CNG fueled vehicles, Porterville Transit needs additional storage and fueling capacity. This initial project, called Phase I, calls for the construction of two bus canopies, 20 CNG slow-fill fueling stations, the necessary earthwork and pavement, as well as approximately 650 solar panels that will be placed atop the canopies (Figure 30). This will provide capacity for all of Porterville Transit’s buses to undergo the overnight slow-fill process necessary for maximum operational efficiency of the CNG vehicles.

In an effort to accelerate this needed facility expansion, the City has recently applied for Federal Transit Administration funding from the “Bus and Bus Facilities: State of Good Repair Initiative”. The City of requested a State of Good Repair Initiative grant to fund the $1,677,000 cost for the initial phase of expansion of the bus maintenance facility. The grant would total $1,342,000 in FTA contribution with the balance coming from City sources. The City was awarded this grant. The City is in the final design stages of this Phase I component and anticipates being under construction in FY 2012/13.

Phase 2: Bus Shop and Office – With the expansion of both the Porterville Transit fleet and the overall City of Porterville fleet, the capacity of the existing City maintenance facility is becoming limited. Currently, all City and Transit vehicles are serviced under one combined facility. This is proving to be problematic, as police, fire, solid waste, departmental cars and transit buses all compete for limited space within the maintenance building and surrounding storage grounds. In order to provide for a dedicated place, space and facility, Porterville Transit has proposed to construct a separate maintenance building and office for use of by transit vehicles. The second phase of the project provides for a new transit maintenance facility, with three bays in which work can be conducted, as well as a new administrative and operations office for Porterville Transit,
and on-site parking for employees. This phase would allow for the three main components of Porterville Transit-- administrative, operations and maintenance-- to exist on the same property for the first time, resulting in improved communications and system efficiency. The construction of the administration and operations building in Phase II will include the installation of solar panels atop the building, further the City's support for cleaner, more sustainable energy sources. Three-hundred 235 watt photovoltaic modules will make up this solar array, totaling 70.5 kW. This energy will stay on site to help meet the electricity needs of the administration and operations building, as well as the new maintenance facility.

To further this effort, the City recently applied for a second FTA "State of Good Repair Initiative" grant for Phase 2 of the Bus Maintenance Facility development. The City requested FTA fund a portion of the $3,442,000 cost for this facility. FTA portion of the grant would total $2,754,000 with the balance, $688,000, coming from City sources.

Phase 3: Bus Shop Expansion - The third, and final, phase of development of the Bus Maintenance Facility will involve the expansion of the maintenance building to accommodate three additional maintenance bays. The added bays will be needed to accommodate planned expansion of the service from a peak of 7 buses to a peak pull-out of 10 buses. This portion of the expansion creates capacity to maintain the future fleet as it ages and the spare ratio is lowered.

The City has planned for this future expansion by applying for a third FTA "State of Good Repair Initiative" grant for Phase 3 of the Bus Maintenance Facility development. The City requested FTA fund a portion of the $963,000 cost for this facility. FTA portion of the grant would total $770,000 with the balance coming from City sources.
EMPLOYEE PARKING
BUS CANOPY WITH SOLAR AND CNG FILLING
LANDSCAPING
1ST FLOOR SHOP AREA
2ND FLOOR OFFICE
BUS MAINTENANCE FACILITY (3 Bays)
FUTURE EXPANSION (3 Bays)
PHASE 1
PHASE 2
PHASE 3

MORTON AVENUE
PROSPECT STREET
This Page Intentionally Blank
**Capital Program**

Following is the capital program for the Porterville Transit and COLT services, for FY 2012/13 through FY 2016/17. This program reflects the needed and plan expansion of the system, as well as, approved and pending grants.

### Table 18: Capital Program
(FY 2012/13 through FY 2016/17)

<table>
<thead>
<tr>
<th>Year</th>
<th>Service</th>
<th>Item</th>
<th>Cost</th>
<th>Funding</th>
</tr>
</thead>
<tbody>
<tr>
<td>2012/13</td>
<td>Route</td>
<td>1 30-Passenger CNG Buses</td>
<td>$465,000</td>
<td>Prop 1(b)</td>
</tr>
<tr>
<td>2012/13</td>
<td>Route</td>
<td>1 30-Passenger CNG Bus</td>
<td>$465,000</td>
<td>5307</td>
</tr>
<tr>
<td>2012/13</td>
<td>DAR</td>
<td>2 15-Passenger Paratransit Buses (hybrids)</td>
<td>$338,000</td>
<td>New Free/Pr 1b</td>
</tr>
<tr>
<td>2012/13</td>
<td>DAR</td>
<td>1 15-Passenger Paratransit Buses (hybrids)</td>
<td>$169,000</td>
<td>5307</td>
</tr>
<tr>
<td>2012/13</td>
<td>Both</td>
<td>Bus Maintenance Facility (Phase 1)</td>
<td>$1,136,000</td>
<td>Livability</td>
</tr>
<tr>
<td>2012/13</td>
<td>Route</td>
<td>Bus Stop Turn-outs (3)</td>
<td>$110,000</td>
<td>5307</td>
</tr>
<tr>
<td>2012/13</td>
<td>Route</td>
<td>Shelters and benches</td>
<td>$100,000</td>
<td>5307</td>
</tr>
<tr>
<td>2012/13</td>
<td>Route</td>
<td>Bus Stop Improvements</td>
<td>$366,000</td>
<td>Pr 1b/Mea R Adv</td>
</tr>
<tr>
<td>2012/13</td>
<td>Route</td>
<td>Transit Signal Priority Project</td>
<td>$26,000</td>
<td>5307</td>
</tr>
<tr>
<td>2012/13</td>
<td>Both</td>
<td>Electronic Fare Boxes</td>
<td>$70,000</td>
<td>5307</td>
</tr>
<tr>
<td>2012/13</td>
<td>Route</td>
<td>Bus Stop Sleeves</td>
<td>$75,000</td>
<td>5307</td>
</tr>
<tr>
<td>2012/13</td>
<td>Route</td>
<td>Bus Stop Signs/Poles</td>
<td>$50,000</td>
<td>5307</td>
</tr>
<tr>
<td>2013/14</td>
<td>Both</td>
<td>Bus Maintenance Facility (Phase 2)</td>
<td>$3,506,000</td>
<td>Good Repair</td>
</tr>
<tr>
<td>2013/14</td>
<td>Route</td>
<td>1 30-Passenger CNG Bus</td>
<td>$465,000</td>
<td>5307</td>
</tr>
<tr>
<td>2013/14</td>
<td>Route</td>
<td>Shelters and benches</td>
<td>$100,000</td>
<td>5307</td>
</tr>
<tr>
<td>2013/14</td>
<td>Both</td>
<td>Electronic Fare Boxes</td>
<td>$70,000</td>
<td>5307</td>
</tr>
<tr>
<td>2013/14</td>
<td>Route</td>
<td>Bus Stop Sleeves</td>
<td>$5,000</td>
<td>5307</td>
</tr>
<tr>
<td>2013/14</td>
<td>Route</td>
<td>Bus Stop Signs/Poles</td>
<td>$5,000</td>
<td>5307</td>
</tr>
<tr>
<td>2013/14</td>
<td>Route</td>
<td>Bus Stop Turn-outs (4)</td>
<td>$120,000</td>
<td>Prop 1(b)</td>
</tr>
</tbody>
</table>
Table 18: Capital Program (Cont.)
(FY 2012/13 through FY 2016/17)

<table>
<thead>
<tr>
<th>Year</th>
<th>Service</th>
<th>Item</th>
<th>Cost</th>
<th>Funding</th>
</tr>
</thead>
<tbody>
<tr>
<td>2014/15</td>
<td>Both</td>
<td>Bus Maintenance Facility (Phase 3)</td>
<td>$1,062,000</td>
<td>Good Repair</td>
</tr>
<tr>
<td>2014/15</td>
<td>DAR</td>
<td>2 15-Passenger Paratransit Buses (hybrids)</td>
<td>$359,000</td>
<td>New Freedom</td>
</tr>
<tr>
<td>2014/15</td>
<td>Route</td>
<td>Shelters and benches</td>
<td>$10,000</td>
<td>5307</td>
</tr>
<tr>
<td>2014/15</td>
<td>Route</td>
<td>Bus Stop Improvements</td>
<td>$50,000</td>
<td>5307</td>
</tr>
<tr>
<td>2014/15</td>
<td>Both</td>
<td>Electronic Fare Boxes</td>
<td>$70,000</td>
<td>5307</td>
</tr>
<tr>
<td>2014/15</td>
<td>Route</td>
<td>Bus Stop Sleeves</td>
<td>$5,000</td>
<td>5307</td>
</tr>
<tr>
<td>2014/15</td>
<td>Route</td>
<td>Bus Stop Signs/Poles</td>
<td>$5,000</td>
<td>5307</td>
</tr>
<tr>
<td>2015/16</td>
<td>Route</td>
<td>Shelters and benches</td>
<td>$20,000</td>
<td>5307</td>
</tr>
<tr>
<td>2015/16</td>
<td>Route</td>
<td>Bus Stop Improvements</td>
<td>$50,000</td>
<td>5307</td>
</tr>
<tr>
<td>2015/16</td>
<td>Both</td>
<td>Electronic Fare Boxes</td>
<td>$70,000</td>
<td>5307</td>
</tr>
<tr>
<td>2015/16</td>
<td>Route</td>
<td>Bus Stop Sleeves</td>
<td>$5,000</td>
<td>5307</td>
</tr>
<tr>
<td>2015/16</td>
<td>Route</td>
<td>Bus Stop Signs/Poles</td>
<td>$5,000</td>
<td>5307</td>
</tr>
<tr>
<td>2015/16</td>
<td>DAR</td>
<td>2 15-Passenger Paratransit Buses (hybrids)</td>
<td>$172,000</td>
<td>New Freedom</td>
</tr>
<tr>
<td>2016/17</td>
<td>Route</td>
<td>1 30-Passenger CNG Bus</td>
<td>$493,000</td>
<td>5307</td>
</tr>
<tr>
<td>2016/17</td>
<td>Route</td>
<td>Shelters and benches</td>
<td>$20,000</td>
<td>5307</td>
</tr>
<tr>
<td>2016/17</td>
<td>Route</td>
<td>Bus Stop Improvements</td>
<td>$50,000</td>
<td>5307</td>
</tr>
<tr>
<td>2016/17</td>
<td>Both</td>
<td>Electronic Fare Boxes</td>
<td>$70,000</td>
<td>5307</td>
</tr>
<tr>
<td>2016/17</td>
<td>Route</td>
<td>Bus Stop Sleeves</td>
<td>$5,000</td>
<td>5307</td>
</tr>
<tr>
<td>2016/17</td>
<td>Route</td>
<td>Bus Stop Signs/Poles</td>
<td>$5,000</td>
<td>5307</td>
</tr>
<tr>
<td>2016/17</td>
<td>Both</td>
<td>Transit Center Expansion</td>
<td>$650,000</td>
<td>5307</td>
</tr>
</tbody>
</table>

Of the 39 capital projects anticipated over the five years of this Plan, 7 are pending award and approval of outstanding grant applications. The ability of the City to deliver these 7 projects is dependent on the receipt of these state or federal grants. Should one or more of the grants be delayed or not awarded to the City, capital projects will need to be delayed until alternative funding can be obtained.
CHAPTER 8 - FINANCIAL PLAN

The Financial Plan includes estimates of operating and equipment expenditures and projections of revenues by source for the proposed service plan. Estimates are for the purposes of this study only, and represent approximations of the costs of operations and equipment. Actual values for annual operation and equipment will vary and will be determined through the City’s annual budgeting process. The purpose of this data is to provide comparative information for the review of this SRTP.

Projected Expenditures

Following is the financial plan for the Porterville Transit and COLT services, for FY 2012/13 through FY 2016/17. Operating expenses have been updated from the Service Plan projections to reflect the most current data available (FY 2010/11).
### Table 19: Expenditures
(FY 2012/13 through FY 2016/17)

<table>
<thead>
<tr>
<th></th>
<th>2012/13</th>
<th>2013/14</th>
<th>2014/15</th>
<th>2015/16</th>
<th>2016/17</th>
<th>Total</th>
</tr>
</thead>
<tbody>
<tr>
<td><strong>Operating</strong></td>
<td>$1,966,000</td>
<td>$2,105,000</td>
<td>$2,301,000</td>
<td>$2,452,000</td>
<td>$2,526,000</td>
<td>$11,350,000</td>
</tr>
<tr>
<td><strong>Capital</strong></td>
<td></td>
<td></td>
<td></td>
<td></td>
<td></td>
<td></td>
</tr>
<tr>
<td>30-Passenger CNG Buses</td>
<td>$930,000</td>
<td>$465,000</td>
<td></td>
<td>$493,000</td>
<td></td>
<td>$1,888,000</td>
</tr>
<tr>
<td>15-Passenger Paratransit Buses (hybrids)</td>
<td>$507,000</td>
<td>$359,000</td>
<td></td>
<td>$172,000</td>
<td></td>
<td>$1,038,000</td>
</tr>
<tr>
<td>Bus Maintenance Facility</td>
<td>$1,136,000</td>
<td>$3,506,000</td>
<td>$1,062,000</td>
<td></td>
<td></td>
<td>$5,704,000</td>
</tr>
<tr>
<td>Bus Stop Turn-outs</td>
<td>$110,000</td>
<td>$120,000</td>
<td></td>
<td></td>
<td></td>
<td>$230,000</td>
</tr>
<tr>
<td>Shelters and Benches</td>
<td>$100,000</td>
<td>$100,000</td>
<td>$10,000</td>
<td>$20,000</td>
<td>$20,000</td>
<td>$250,000</td>
</tr>
<tr>
<td>Transit Signal Priority Project</td>
<td>$26,000</td>
<td></td>
<td></td>
<td></td>
<td></td>
<td>$26,000</td>
</tr>
<tr>
<td>Electronic Fare Boxes</td>
<td>$70,000</td>
<td>$70,000</td>
<td>$70,000</td>
<td>$70,000</td>
<td>$70,000</td>
<td>$350,000</td>
</tr>
<tr>
<td>Bus Stop Sleeves</td>
<td>$75,000</td>
<td>$5,000</td>
<td>$5,000</td>
<td>$5,000</td>
<td>$5,000</td>
<td>$95,000</td>
</tr>
<tr>
<td>Bus Stop Signs/Poles</td>
<td>$50,000</td>
<td>$5,000</td>
<td>$5,000</td>
<td>$5,000</td>
<td>$5,000</td>
<td>$70,000</td>
</tr>
<tr>
<td>Bus Stop Improvements</td>
<td>$366,000</td>
<td>$50,000</td>
<td>$50,000</td>
<td>$50,000</td>
<td>$50,000</td>
<td>$516,000</td>
</tr>
<tr>
<td>Transit Center Expansion</td>
<td></td>
<td></td>
<td></td>
<td></td>
<td>$650,000</td>
<td>$650,000</td>
</tr>
<tr>
<td><strong>Subtotal</strong></td>
<td>$3,370,000</td>
<td>$4,271,000</td>
<td>$1,561,000</td>
<td>$150,000</td>
<td>$1,465,000</td>
<td>$10,817,000</td>
</tr>
<tr>
<td><strong>Total</strong></td>
<td>$5,336,000</td>
<td>$6,376,000</td>
<td>$3,862,000</td>
<td>$2,602,000</td>
<td>$3,991,000</td>
<td>$22,167,000</td>
</tr>
</tbody>
</table>

The expenditure plan shown above anticipates an outlay in FY 2012/13 of $5,336,000 for operating and capital. Annual expenditures afterwards range from between approximately $2,600,000 up to $6,400,000. Design and construction of the Bus Maintenance Facility accounts for the initial spike in annual expenditures. All bus stop improvement expenditures correspond with the Porterville Transit Bus Stop Improvement Plan.
PROJECTED REVENUES

The five-year expenditures outlined in the previous section will require a mix of funding revenues. The intent of this plan is to maximize the use of federal (FTA) funding, state funds and Measure R funds, as well as fare revenues from users of the service. This course will minimize the use of local TDA funds. Federal funds are projected to cover 63% of total system costs over the next five years. This is a significant requirement for discretionary federal funds. Only FTA 5307 funds are directly allocated to the City of Porterville. The balance of the federal funds are discretionary and as such may not be awarded. If the City is not successful in obtaining these federal dollars, additional funding will be pursued to fully fund the capital program outlined in Chapter 7.

Prop 1B funding is expected to cover 5% of the expenses. Given the uncertainty of these funds, they have been programmed in this SRTP for the purchase of additional transit buses and bus stop improvements. Should Prop 1(b) continue to be delayed, alternative funding sources will be needed in order to complete these critically needed purchases and improvements. The bulk of funding for completion of the Transit Center and Bus Maintenance Facility expansion projects is expected to come from new federal or state transit funding sources. If local match funds are required, they will come from a variety of sources, including state Public Transportation Modernization, Improvement, and Service Enhancement Account (PTMISEA – Proposition 1B) funds, or as anticipated in this Plan from the Regional Discretionary Measure R Funds. Funding sources are discussed in greater detail at the end of this chapter.

Over the next five years, passenger fares are projected to contribute 16% of the operating and capital costs of the proposed fixed route and demand-response services. This level of funding includes the substantial commitment of funds from the Tule River Reservation to support Route 10. Fare revenues have been updated from the Service Plan projections to reflect the planned service expansions outlined in this plan. They are however, anticipated to generate approximately 30% of the operating costs and therefore are expected to maintain the minimum fare box ratio requirements. The City of Porterville, through its local TDA, funds is projected to cover only 14% of all operating and capital costs. Only 3% of Porterville’s expenditures outlined in this 5-year Plan are expected to be covered by Measure R funds. The Plan anticipates that this level of funding will be increased by TCAG over the next 5 years. The following table summarizes the anticipated revenues for the next 5 years.
### Table 20: Revenues
(FY 2012/13 through FY 2016/17)

<table>
<thead>
<tr>
<th></th>
<th>2012/13</th>
<th>2013/14</th>
<th>2014/15</th>
<th>2015/16</th>
<th>2016/17</th>
<th>Total</th>
</tr>
</thead>
<tbody>
<tr>
<td><strong>New Freedom (DAR &amp; Weekend)</strong></td>
<td></td>
<td></td>
<td></td>
<td></td>
<td></td>
<td></td>
</tr>
<tr>
<td>Operating</td>
<td>$147,946</td>
<td>$200,000</td>
<td>$200,000</td>
<td>$200,000</td>
<td>$200,000</td>
<td>$947,946</td>
</tr>
<tr>
<td>Capital</td>
<td>$172,000</td>
<td>$172,000</td>
<td>$172,000</td>
<td>$172,000</td>
<td>$172,000</td>
<td>$516,000</td>
</tr>
<tr>
<td><strong>Subtotal</strong></td>
<td>$319,946</td>
<td>$200,000</td>
<td>$372,000</td>
<td>$200,000</td>
<td>$372,000</td>
<td>$1,463,946</td>
</tr>
<tr>
<td><strong>JARC (Routes 9 &amp; 10)</strong></td>
<td></td>
<td></td>
<td></td>
<td></td>
<td></td>
<td></td>
</tr>
<tr>
<td>Operating</td>
<td>$367,480</td>
<td>$400,000</td>
<td>$400,000</td>
<td>$400,000</td>
<td>$400,000</td>
<td>$1,967,480</td>
</tr>
<tr>
<td><strong>State of Good Repair (Bus Maintenance)</strong></td>
<td></td>
<td></td>
<td></td>
<td></td>
<td></td>
<td></td>
</tr>
<tr>
<td>Operating</td>
<td>$908,800</td>
<td>$2,804,800</td>
<td>$636,847</td>
<td>$1,034,000</td>
<td>$1,548,400</td>
<td>$4,350,447</td>
</tr>
<tr>
<td><strong>FTA (Sec. 5307)</strong></td>
<td></td>
<td></td>
<td></td>
<td></td>
<td></td>
<td></td>
</tr>
<tr>
<td>Operating</td>
<td>$366,287</td>
<td>$363,500</td>
<td>$445,000</td>
<td>$488,000</td>
<td>$514,000</td>
<td>$2,176,787</td>
</tr>
<tr>
<td>Capital</td>
<td>$1,209,280</td>
<td>$978,560</td>
<td>$601,722</td>
<td>$120,000</td>
<td>$1,034,400</td>
<td>$3,943,962</td>
</tr>
<tr>
<td><strong>Subtotal</strong></td>
<td>$1,575,567</td>
<td>$1,342,060</td>
<td>$1,046,722</td>
<td>$608,000</td>
<td>$1,548,400</td>
<td>$6,120,749</td>
</tr>
<tr>
<td><strong>Fares</strong></td>
<td></td>
<td></td>
<td></td>
<td></td>
<td></td>
<td></td>
</tr>
<tr>
<td>Passenger</td>
<td>$517,000</td>
<td>$548,000</td>
<td>$578,000</td>
<td>$640,000</td>
<td>$659,000</td>
<td>$2,942,000</td>
</tr>
<tr>
<td>Tule River (Route 10)</td>
<td>$106,000</td>
<td>$109,000</td>
<td>$112,000</td>
<td>$115,000</td>
<td>$118,000</td>
<td>$560,000</td>
</tr>
<tr>
<td><strong>Subtotal</strong></td>
<td>$623,000</td>
<td>$657,000</td>
<td>$690,000</td>
<td>$755,000</td>
<td>$777,000</td>
<td>$3,502,000</td>
</tr>
<tr>
<td><strong>Measure R</strong></td>
<td></td>
<td></td>
<td></td>
<td></td>
<td></td>
<td></td>
</tr>
<tr>
<td>Operating</td>
<td>$105,000</td>
<td>$131,000</td>
<td>$131,000</td>
<td>$131,000</td>
<td>$131,000</td>
<td>$629,000</td>
</tr>
<tr>
<td><strong>P3MSEA (Prop 1B)</strong></td>
<td></td>
<td></td>
<td></td>
<td></td>
<td></td>
<td></td>
</tr>
<tr>
<td>Capital</td>
<td>$777,600</td>
<td>$243,000</td>
<td></td>
<td></td>
<td></td>
<td>$1,020,600</td>
</tr>
<tr>
<td><strong>Local TDA</strong></td>
<td></td>
<td></td>
<td></td>
<td></td>
<td></td>
<td></td>
</tr>
<tr>
<td>Operating</td>
<td>$366,287</td>
<td>$363,500</td>
<td>$445,000</td>
<td>$488,000</td>
<td>$514,000</td>
<td>$2,176,787</td>
</tr>
<tr>
<td>Capital</td>
<td>$302,320</td>
<td>$244,640</td>
<td>$150,431</td>
<td>$30,000</td>
<td>$258,600</td>
<td>$985,991</td>
</tr>
<tr>
<td><strong>Subtotal</strong></td>
<td>$668,607</td>
<td>$608,140</td>
<td>$595,431</td>
<td>$518,000</td>
<td>$772,600</td>
<td>$3,162,778</td>
</tr>
<tr>
<td><strong>Total</strong></td>
<td>$5,346,000</td>
<td>$6,386,000</td>
<td>$3,872,000</td>
<td>$2,612,000</td>
<td>$4,001,000</td>
<td>$22,217,000</td>
</tr>
</tbody>
</table>
The use of TDA funds for public transit is of critical importance to the City of Porterville. Historically, a significant share of these funds has been used for street projects. State law requires that each year TDA funds first be made available for transit purposes. If no transit needs exist that can reasonably be met, the funds can then be used for street projects. The following chart compares the TDA funds that are projected to be available annually over the next five years. The projected level of funding needed for the fixed route and demand-response services is also shown, with the projected balance available for street projects. Due to current legislative and fiscal constraints on available TDA funding, out-year projections are forecasted at a 3% growth rate and include an estimate of the annual contribution expected from the County of Tulare for its share of the operation of the fixed route and demand-response services that Porterville provides to the unincorporated County lands in and near the City of Porterville. The chart assumes continued STAF funding at approximately $300,000 per year as well as a County contribution of approximately $300,000. With those assumptions, the chart suggests that from $1,500,000 to nearly $1,900,000 will be continue to be available for street projects.

<table>
<thead>
<tr>
<th>Table 21: Transportation Development Act Fund Balance</th>
</tr>
</thead>
<tbody>
<tr>
<td>(FY 2012/13 through FY 2016/17)</td>
</tr>
<tr>
<td></td>
</tr>
<tr>
<td></td>
</tr>
<tr>
<td>TDA Available*</td>
</tr>
<tr>
<td>TDA for Transit</td>
</tr>
<tr>
<td>Balance</td>
</tr>
</tbody>
</table>

As part of the tri-annual review recently completed by the Federal Transit Administration, the City was directed to initial a spend-down process for reducing the balance of the funds available from FTA Section 5307. Over the past 10 years an account balance in excess of $1,000,000 has accumulated and the Federal Transit Administration has directed the City to reduce the balance or loose the funding. With the level of
operations and capital expenditures projected in this Plan, the City is anticipating a significant reduction in the Section 5307 account balance. The following table summarizes the projected balances for each year with the current balance and under the recently released funding levels defined in the new federal transportation legislation authorized by Congress.

<table>
<thead>
<tr>
<th></th>
<th></th>
<th></th>
<th></th>
<th></th>
<th></th>
</tr>
</thead>
<tbody>
<tr>
<td>FTA Section 5307 Funds Available*</td>
<td>$2,404,000</td>
<td>$2,075,433</td>
<td>$1,980,373</td>
<td>$2,180,651</td>
<td>$2,819,651</td>
</tr>
<tr>
<td>FTA Section 5307 Funds Used</td>
<td>$1,575,567</td>
<td>$1,342,060</td>
<td>$1,046,722</td>
<td>$608,000</td>
<td>$1,548,400</td>
</tr>
<tr>
<td>Balance</td>
<td>$828,433</td>
<td>$733,373</td>
<td>$933,651</td>
<td>$1,572,651</td>
<td>$1,271,251</td>
</tr>
</tbody>
</table>

As shown in the table, FTA Section 5307 funding will continue to attain significant surpluses over the 5 years of the Plan. The City has been fully committed to this draw-down. However, with the $3 million annual increase in Section 5307 funding, the City will over the next several years, re-calibrate the operating and capital programs to absorb these additional resources. Consideration should be given to using the accumulating balance to assist with capital projects should the anticipated grants not emerge or with projects such as the automated passenger counting equipment or ticket vending machines.

**Funding Sources**

Successful transit systems develop broad funding strategies to implement planned services and projects. Currently, Porterville’s primary revenue sources include FTA Section 5307 funds, Transportation Development Act (TDA) funds, and passenger fares. Following is a brief description of these and other funding sources available to Porterville Transit/COLT over the next five years.
Fare Revenues

Fare revenue collection is a necessary source of transit funding, but usually only accounts for 10-20% of the costs of transit operations. Fare collection incurs costs for farebox maintenance, cash management, and auditing.

Local Funding Sources

Measure R (sales tax)

In November of 2006, Tulare County voters approved Measure R, allowing TCAG to impose a ½ cent retail transaction and use tax between 2007 and 2037 (30 years). This tax will provide an estimated $652 million in new revenues for transportation improvements within Tulare County over its 30-year lifespan. The Measure R Expenditure Plan sets aside 50% of generated revenues for regional projects, 35% for city and county local transportation systems, 14% for transit, bicycle, and environmental projects, and 1% for administration and planning purposes.

According to the Final 2006 ½ Cent Transportation Sales Tax Measure Expenditure Plan, the goal of Measure R’s Multi-Modal Transportation Program (Transit/Bicycle/Environmental Program) is to expand or enhance public transit programs that address the transit dependent population, improve mobility through the construction of bike lanes and have a demonstrated ability to get people out of their cars and improve air quality and the environment. Funds can be used for all needed phases of project development and implementation, and according to TCAG, can be used as local match funds to supplement fare revenues as outlined in Article 4, Section 99268.19 of the Public Utilities Code (Mills-Alquist-Deddeh Act). This funding program requires matching funds from the Congestion Mitigation and Air Quality (CMAQ) and Transportation Enhancement (TE) Programs administered locally through TCAG. To accomplish this goal, funding is provided to transit agencies within the County to expand transit services through:

- The implementation of new routes;
- The procurement of low emission buses;
- The extension of service hours (night and weekend service);
- The installation of bus shelters, and other capital improvements; and,
Safer access to public transportation services.

According to the 2007 Measure R Policies and Procedures, priority will be given to Annual Transit Service Expansion projects listed on page 10 of the Measure R Expenditure Plan. The City of Porterville’s listed projects include money for route expansion. In addition, all projects must be adopted by the local agency and presented to the Measure R Authority in an implementation plan, and included as part of the Measure R Bi-annual Strategic Work Plan, a five-year plan that will coincide with the Regional Transportation Improvement Program (RTIP).

Initially, the City of Porterville was programmed to receive only approximately $600,000 in Measure R Transit revenues over the life of the tax. These funds were programmed to expand Porterville’s CNG bus fleet. Through the first Measure R Expenditure Plan Amendment, TCAG allocated 60% (or $3,000,000) of the City of Porterville Measure R Bike funds to be distributed to the City’s Measure R Transit Fund, thus providing the City with an additional $100,000 a year in transit funding. Measure R funds are currently being used to operate Route 8 implemented in August of 2008.

According to TCAG’s first Measure R 3-year update (2007-2010), the program’s Transit/Bicycle/Environmental category is expected to include a 30-year projected surplus of $15 million. These funds will be split 50/50 with the individual member agencies and the Transit/Bicycle/Environmental funding category. The City will amend its Measure R Expenditure Plan to include additional transit projects, as additional revenues become available during the lifespan of Measure R. It is Porterville’s intent to use any additional Measure R revenues for Transit Service Operations or Service Expansion such as:

- Route Trippers to provide additional capacity on high ridership routes during peak hours;
- Route Expansion to provide additional service to the community; and/or
- Extended Service Hours.
State Funding Sources

Transportation Development Act (TDA)

Local Transportation Funds (LTF) and State Transit Assistance Funds (STAF) are California State sales tax funds that are available for transit operations and street and road purposes. Historically, LTF money has been derived from \( \frac{1}{4} \) cent of retail sales tax collected in the State of California, and distributed to areas based on population, while STAF money has been generated by a gasoline sales tax, and allocated to areas based on transit operator revenues. However, in 2009 the gas tax was eliminated as part of a compromise in the State Budget crisis. Legislative revisions are currently pending that will change the funding mechanisms for TDA money. In March of this year (2010), Governor Schwarzenegger signed bills (ABx8 6 and ABx8 9) that will ensure STAF funding for FY 2010/11, and provide continued funding through a gas-tax swap.

Proposition 1B (PTMISEA & TSSSDRA)

The Public Transportation Modernization, Improvement, and Service Enhancement Account Program (PTMISEA) was created through the passage of Proposition 1B, the Highway Safety, Traffic Reduction, Air Quality, and Port Security Bond Act of 2006. Proposition 1B authorized $19.925 billion in general obligation bonds for specific transportation purposes, of which $3.6 billion dollars was allocated to PTMISEA to be available to transit operators over a ten-year period. PTMISEA funds may be used for transit rehabilitation, safety or modernization improvements, capital service enhancements or expansions, new capital projects, bus rapid transit improvements, or rolling stock (buses and rail cars) procurement, rehabilitation or replacement. Funds in this account are appropriated annually by the Legislature to the State Controller’s Office (SCO) for allocation in accordance with Public Utilities Code formula distributions: 50% allocated to Local Operators based on fare-box revenue and 50% to Regional Entities based on population. AB 1072, signed into law in October of 2009, provided the process for PTMISEA through the life of the bond. Recipients are now required to submit a Program Expenditure Plan to Caltrans with a list of projects they intend to fund with their remaining share of funds, but funding timelines are still contingent on the ability of the State to sell the bonds. The City of Porterville has been allocated approximately $243,000 in Prop 1B funds annually through FY 2016/17, and has submitted an Expenditure Plan to Caltrans through TCAG.
The Transit System Safety, Security & Disaster Response Account (TSSSDRA) provides $1 billion over a ten-year period. TSSDRA funds may be used for eligible capital expenditures to improve transit safety and security. The TSSDRA is administered by the State Office of Homeland Security, and funds are allocated in accordance with Public Utilities Code formula distributions: 50% allocated to Local Operators based on fare-box revenue and 50% to Regional Entities based on population.

**Federal Funding Sources**

On August 25, 2005, President Bush signed The Safe Accountable Flexible Efficient Transportation Act: A Legacy for Users (SAFETEA-LU), replacing the Transportation Equity Act for the 21st Century (TEA 21). Legislation authorizing SAFETEA-LU expired on September 30, 2009, with no new surface transportation authorization to take its place. In March of this year (2010), President Obama signed into law the Federal Hiring Incentives to Restore Employment (HIRE) Act, authorizing the remaining amount of federal transit funding budgeted for FY 2010. Federal funds are directed towards transit projects through several funding components, including the following:

**Section 5307 - Urbanized Area Formula Grant**

The Section 5307 program provides capital, operating, and planning assistance for operators of public transportation in urbanized areas with populations less than 200,000. The program is administered by the FTA, and funds are apportioned to the Governor based on a population/population-density formula. Capital projects must be matched at 80% federal and 20% local. Projects that meet the mandates of the ADA of Federal Clean Air Act can be funded on a 90% federal and 10% local match at the Secretary’s discretion. A portion of Section 5307 funds can be used to support annual operating budgets on a 50% federal and 50% local basis.

**Section 5316 - Job Access and Reverse Commute (JARC)**

The Section 5316 program is intended to provide new transportation services to assist welfare recipients and low-income individuals in getting to jobs, training and childcare. Reverse Commute grants are designed to develop transportation services to transport workers to suburban job sites. Eligible activities include capital and operating costs associated with providing these services. Projects within the Section 5316 program must be included in a locally developed public transit-human services coordinated transportation plan. The City
of Porterville has made application to this program for the funding of the proposed route service expansion for Routes 9 (Airport Industrial Park) and 10 (Tule River Indian Reservation).

**Section 5317 - New Freedom**

The Section 5317 program is a new program aimed at supporting new public transportation services and facility improvements to address the transportation needs of persons with disabilities that go beyond those required by the Americans with Disabilities Act (ADA). Funds can be used for associated capital and operating costs. New Freedom grants have flexible matching share requirements to encourage coordination with other federal programs that may provide transportation funding. The City of Porterville has made application to this program for the funding of 6 15-passenger Paratransit buses and the introduction of Sunday demand-response service in the community.

**Congestion Mitigation and Air Quality Program (CMAQ)**

CMAQ program funds are directed to projects and programs which improve or maintain National Ambient Air Quality Standards in non-attainment areas for ozone and carbon monoxide, such as the San Joaquin Valley, under the 1990 Clean Air Act. All CMAQ projects are coordinated and administered through TCAG. A diverse variety of projects and programs are eligible for CMAQ funds, including transit vehicles and CNG/LNG stations. All CMAQ projects must be included in the State Transportation Improvement Program (STIP).

**State of Good Repairs**

In Fiscal Year (FY) 2010 FTA initiated a State of Good Repair (SGR) grant program to support reinvestment in bus fleets and bus facilities for both urbanized and rural areas. FTA provided $776 million of available Section 5309 Bus and Bus Facilities funding for this effort. The announcement of funding availability resulted in FTA receiving nearly 400 project applications representing $4.2 billion in requests from transit providers across the country. FTA was able to fund 152 projects, about a third of the applications. The funding requested was more than five times what was available, an
indication of the significant level of unmet SGR needs. In announcing the grants Secretary LaHood noted the connection between safety and state of good repair saying that “safety is our highest priority, and it goes hand-in-hand with making sure our transit systems are in the best working condition possible.” In FY 2011, FTA provided almost $753 million to continue this program and has received applications for 519 projects totaling $3.65 billion. FTA has proposed a new Bus and Rail SGR formula grant program as part of the President’s 2012 budget request to Congress. The City of Porterville has made application to this program for the funding of the Bus Maintenance Facility.

**Bus Livability and Sustainability**

The Federal Transit Administration (FTA) will make available approximately $125 million from its FY 2012 Section 5309 Bus and Bus Facilities program in support of the Bus Livability Initiative. The Bus Livability Initiative makes funds available to public transportation providers to finance capital projects to replace, rehabilitate, and purchase buses and related equipment and to construct bus-related facilities, including programs of bus and bus-related projects for assistance to subrecipients that are public agencies, private companies engaged in public transportation, or private non-profit organizations. Direct Recipients under the Section 5307 Urbanized Area Formula program, States, and Indian Tribes. Proposals for funding eligible projects in rural (nonurbanized) areas must be submitted as part of a consolidated State proposal with the exception of nonurbanized projects to Federally Recognized Tribes. States, Direct Recipients, and Tribes may also submit consolidated proposals for projects in urbanized areas. Proposals shall contain projects to be implemented by the Recipient or its subrecipients. Eligible subrecipients include public agencies, private non-profit organizations, and private providers engaged in public transportation. The City of Porterville has made application to this program for the funding of the Bus Maintenance Facility (Phase 1) as well as the proposed ticket vending kiosks, the automated passenger counting equipment and the transit signal priority project.
CHAPTER 9 – SOURCES CONSULTED

The data provided within this SRTP was compiled and analyzed from a variety of sources, including the following. All sources are listed alphabetically.

1. California Department of Transportation (Division of Mass Transportation), Transportation Development Act (TDA) – Statutes and California Codes of Regulations, January 2005.


4. Dan Fox, Transit Coordinator, Tulare County Area Transit (TCaT).


10. TPG Consulting, City of Porterville - 2010 Short Range Transit Plan.

11. Tulare County Association of Governments (TCAG), 2011 Tulare County Regional Transportation Plan.
12. Tulare County Association of Governments (TCAG), *2011 Federal Transportation Improvement Program*.


SUBJECT: ADOPTION OF DEVELOPMENT AGREEMENT FEES

SOURCE: COMMUNITY DEVELOPMENT DEPARTMENT- PLANNING DIVISION

COMMENT: With the adoption of a Development Agreement Ordinance in 2007, and subsequent adoption of the Porterville Development Ordinance, specifically Series 600-Administration and Permits, the City of Porterville has established specific procedures for various entitlement applications. While most applications are commonly undertaken, a few are less frequent in nature. Such is the case with the “Development Agreement”, which is described in Chapter 609 with the purpose to provide a mechanism that assures the applicant of a development project that upon approval, the applicant has certain vested rights in return for accommodating additional conditions for the proposed project. Since the adoption of the Porterville Development Ordinance, the City has not entered into a development agreement with any private developers.

The City is now in the process of reviewing a mid-scale mixed-use development application where a development agreement will be used. As staff moved forward with the entitlement application, it became apparent that the fee for the Development Agreement, referenced in Chapter 609.05 of the Porterville Development Ordinance, had not yet been adopted. Staff completed an assessment of the time involved in preparing a typical development agreement and has estimated a proposed fee based on staff hours required.

<table>
<thead>
<tr>
<th>Staff Position</th>
<th>Hours of Effort</th>
<th>Total Hourly Compensation</th>
<th>Full Cost Recovery</th>
<th>66% PW/ 33% CD/ 75% 50%</th>
</tr>
</thead>
<tbody>
<tr>
<td>Associate Planner</td>
<td>18</td>
<td>$47.30</td>
<td>$851.44</td>
<td>$280.98</td>
</tr>
<tr>
<td>Community Development Manager</td>
<td>7</td>
<td>$56.04</td>
<td>$392.27</td>
<td>$129.45</td>
</tr>
<tr>
<td>Community Development Director</td>
<td>6</td>
<td>$77.05</td>
<td>$462.30</td>
<td>$152.56</td>
</tr>
<tr>
<td>City Engineer</td>
<td>4</td>
<td>$69.06</td>
<td>$276.25</td>
<td>$182.33</td>
</tr>
<tr>
<td>Secretary</td>
<td>2</td>
<td>$24.04</td>
<td>$48.08</td>
<td>$15.87</td>
</tr>
<tr>
<td>City Attorney (Direct costs)</td>
<td>3</td>
<td>$150.00</td>
<td>$450.00</td>
<td>$450.00</td>
</tr>
</tbody>
</table>

**Estimated Total Effort:** 40

<table>
<thead>
<tr>
<th>Hours of Effort</th>
<th>Total Hourly Compensation</th>
<th>Full Cost Recovery</th>
<th>66% PW/ 33% CD/ 75% 50%</th>
</tr>
</thead>
<tbody>
<tr>
<td>40</td>
<td>$474.49</td>
<td>$2,480.34</td>
<td>$1,211.19</td>
</tr>
</tbody>
</table>
In previous fee considerations, the City Council has opted to pursue full cost recovery only on direct costs (including the City Attorney's fee), and has approved cost recovery at a ratio of 33% for Community Development Department staff and 66% for Public Works Department staff. Using these ratios, as shown in the column titled 66% PW/ 33% CD/ Direct Cost above, the total cost to process a Development Agreement would be $1211.19.

RECOMMENDATION: That the City Council adopt the draft resolution setting forth the fee at $1211.19 for a Development Agreement Application as required by Chapter 609 of the Porterville Development Ordinance.

ATTACHMENTS: Draft Resolution
RESOLUTION NO. _____

A RESOLUTION OF THE CITY COUNCIL OF THE CITY OF PORTERVILLE ADOPTING CERTAIN FEES AND CHARGES FOR THE CITY OF PORTERVILLE FOR A DEVELOPMENT AGREEMENT

WHEREAS, the Porterville Development Ordinance, Chapter 609 provides a mechanism for the City of Porterville to work with an applicant to encourage private participation in the comprehensive planning process and allow vested development rights; and

WHEREAS, Chapter 609 further explains that an application shall be accompanied by a fee set by resolution of the City Council; and

WHEREAS, an analysis of costs associated with the hours required to prepare such a Development Agreement have been duly considered by the City Council.

NOW, THEREFORE, BE IT HEREBY RESOLVED by the City Council of the City of Porterville that the fee for processing a Development Agreement is hereby adopted in the amount of $1211.19.

ADOPTED this _____ day of December, 2012.

Virginia R. Gurrola, Mayor

ATTEST:
John D. Lollis, City Clerk

Patrice Hildreth, Chief Deputy City Clerk
SUBJECT: CONSIDERATION OF CREATING A CITY BANNER PROGRAM TO HONOR AND RECOGNIZE LOCAL MILITARY VETERANS

SOURCE: City Manager

COMMENT: City Council Member Ward requested, and the Council approved, the consideration of creating a City Banner Program similar to what he observed in Virginia City (Nevada) to honor and recognize local military veterans and/or those currently in active service. Dozens of cities in California have banner programs to honor and recognize local military personnel, however, the programs are almost exclusively limited to active personnel (or in some cases killed in action and/or active since September 11, 2001). Very few California cities have banner programs similar to Virginia City that also seek to recognize local military veterans, including the cities of Lynwood (Los Angeles County), San Jacinto (Riverside County), and Torrance (Los Angeles County). In review of the many banner programs instituted, practically all operate with the donation of the banner to recognize the individual (ranging from $50 to $100), with generally the local sponsoring city responsible for the installation, although some cities charge up to a $100 installation fee. In addition, many communities have a coordinating committee for the program, which receives and reviews applications, as well as facilitates funds for the banner program.

Within the city of Porterville, focusing on arterial and collector streets, there are approximately 500 light poles, practically all of which are under jurisdiction of Southern California Edison (SCE). SCE has established guidelines for the placement of banners on their light poles, with which the proposed banner program would be consistent, and SCE has been a cooperative partner in the other California communities in support of the banner programs. It is estimated there are over 5,000 military veterans of the Porterville community, of which more than 500 were killed in action.

RECOMMENDATION: That the City Council consider creating a City Banner Program to honor and recognize local military veterans.

ATTACHMENT: 1. Virginia City News Article: April 26, 2012
               2. City of San Jacinto: Military Banner Program Policy
               3. City of Lynwood: Military Banner Application
               4. City of Torrance: Military Banner Flyer

Item No. 15
To Our Readers

In order to avoid charging for access to the Virginia City News, we are offering a donation option.

If you enjoy the Virginia City News online and would like to see it continue, please do what you can, when you can. We will try to update the site at least once a day.

Your donation is NOT tax deductible, however it will keep this site operating.

Just use the PayPal Donate button below.

Thank you from the Virginia City News publisher, editor and contributors.

Donate

Share | Like 0

Gold Star Mom Offers Banners To Honor Troops
Gold Star Mom Offers Banners To Honor Troops
The banner for Staff Sgt. Bryan Bolander, which will hang from a light in Virginia City through the month of July. Additional designs are available for veterans and active-duty military featuring flags and a blue star within a rectangle at the bottom, where a gold star resides for the fallen.

By Karen Woodmansee
Virginia City News

Thursday, April 26, 2012

Losing her stepson to the Iraq War only strengthened Brenda Bolander’s commitment to honoring the men and women who serve America.

Staff Sgt. Bryan Bolander, 26, was on his fourth tour of duty in Baghdad when he was killed in April 2008 from injuries suffered when his vehicle struck an IED, or improvised explosive device.

Since that time, Brenda and her husband, Greg, as well as Bryan’s grandparents, and Dorothy Bolander, have worked hard to keep his memory and that of other soldiers alive by supporting the troops.

They have marched in many parades with the “Red Shirts,” a group of Gold Star families that promote support for the troops and honoring those who serve.

Now Brenda is launching another effort - to put red, white and blue banners on the 240 old-time light posts on C Street in Virginia City honoring the fallen, active personnel and veterans, no matter what war they fought in.

Each banner will show the photo of the vet being honored.

The banners for those killed will have gold stars, those for active duty and veterans will have red, against a blue background.

The banners will be attached to the light posts for the month of July - which is Military Recognition Month.

She will ask the Storey County Commissioners to approve a resolution allowing banners and honoring Military Recognition Month at the regular meeting on Tuesday.

Banners will be displayed the entire month of July on each light pole on C Street.

August 1, those ordering banners can either donate it to the city for future years, or keep it home.

“We’d like to have Virginia City veterans in the center of town, but any veteran can have a banner,” Brenda said.
A demo banner is available for viewing at the Virginia City Coffeehouse, 10 No. St., Virginia City. Donations are also being accepted at that location for the hard needed to hang them on each light pole, or you can mail a check to Brenda Bolander.
P.O. Box 383, Virginia City, NV 89440.

It costs about $1,500 to hang all 245 banners, Bolander said.

Anyone can purchase a banner for their loved one or themselves. Cost is $55 per and must be ordered and paid for by June 1, 2012. Anyone who is active duty veteran, or who was killed in action can be represented.

Digital photos are preferred, and need to be at 8.5” x 11” at 300dpi or higher, an higher the better. If you don’t have a digital photo you can submit an actual phot if it is 8.5” x 11” or larger.

Please submit portrait photos if at all possible. Submitted photos can be picked up Virginia City Coffeehouse.

For more information, call Brenda Bolander at 775-847-0131 or e-mail at bgbolander@yahoo.com.
Exhibit A

CITY OF SAN JACINTO
MILITARY BANNER PROGRAM

I. INTRODUCTION:
Pursuant to Resolution No. ---- the City Council of the City of San Jacinto has established the Military Banner Program to be administered by the City in accordance with the terms and provisions set forth in this Program.

The City reserves the right to revise the Program, discontinue the Military Banner Program, and/or revise applicable fees without prior notice.

II. PURPOSE
To recognize and honor the City of San Jacinto residents or their immediate family members who are currently serving in the United States Armed Forces (Air Force, Army, Coast Guard, Marines, Navy or Active National Guard or Reserves).

The display of Military Banners on City light poles owned by the City of Southern California Edison is permitted only in accordance with the Program. Selection of banner locations will be on a first come, first serve basis, except that the City reserves to itself the right to place specified Armed Forces Banners in positions of special visibility. No advertisements or other commercial speech shall be permitted on Armed Forces Banners. In establishing this Program, the City does not intend in any manner to create a public forum or other means by which messages may be conveyed or by which public discourse, exchange, of opinions or discussion on issues of any nature may occur. Instead, the sole and limited purpose of the Military Banner Program is to recognize and honor the contribution of eligible active duty military personal by permitting the uniform display of banners containing the serviceperson’s name, photo and service division.
III. **COMMUNITY GROUPS:**
The City may from time to time, and at the sole discretion of the City Council, accept assistance in administering, funding and other aspects of the Program from community groups including the American Legion, including those support activities as described in Section VII of the Program.

The American Legion will assist the City with this program; reviewing application, marketing, fundraising, annual verification of eligibility and program participation cost assistance to families and individuals.

IV. **ELIGIBILITY CRITERIA:**
1. Any person or organization can apply for a banner for a serviceperson. The serviceperson must be serving on active duty. For the purpose of this program, “active duty” is defined as 12 months of continuous service in the United States Armed Forces.
2. The serviceperson must be a resident of the City of San Jacinto or the spouse, mother, father, daughter, son, brother, sister, grandson or granddaughter of a current City of San Jacinto resident. Residency must be verified with a recent utility bill, driver’s license, or other form of identification listing a current City of San Jacinto address.

V. **ANNUAL ELIGIBILITY DETERMINATION:**
1. On an annual basis, the City will request from all banner applicants written verification that the serviceperson continues to meet the Eligibility Criteria. Banner applicants will be contacted at their last known address listed on their application form. Any banner no longer meeting the Eligibility Criteria shall be removed and the location reassigned.
2. It shall be the responsibility of each banner applicant to promptly update his or her information on file with the City, as needed. The City shall not be responsible in the event it does not receive any updated contact information that is not personally delivered to the City.

VI. **DISPLAY TERM:**
1. The banner will be displayed continuously (with the exception of hanging of Ramona Pageant, Holiday banners or other City promotional banner campaigns). The banner will be removed if:
   a. The banner becomes damaged due to wind, age, or other reasons as solely determined by the City;
   b. The military serviceperson no longer meets the eligibility criteria;
c. In the event the Military Banner Program is discontinued for any reason at the discretion of the City Council;
d. In the event all banner locations filled, the City shall have the right to rotate banners every year thereby allowing those interested participate.

VII. PROCESS:
1. Applications will be submitted to the City of a form provided by the City, and shall include the name of the serviceperson, branch of service, photo, contact information or applicant, and a form of identification in order to verify City of San Jacinto residency of either the serviceperson or the applicant. Verification of active duty status must also be submitted. Applications must include payment of the total fee approved but the City Council (as of May 24, 2012 - $190), paid in full, at the time of submission. Following application review, should an application be deemed ineligible, then only the banner cost ($150) will be refunded to applicant, but the administrative fee ($40) will be forfeited by the applicant and retained by the City.

2. Applications will be accepted on an on-going basis, but banners will be installed twice each calendar year during May and September space permitting. Applicants acknowledge that the City has limited space for the placement of banners and space is assigned to approve applications on a first come, first serve basis. Not all applicants may be assigned space. Applicant's not assigned space at the time of their approval shall be placed on a waiting list for spaces as they become available.

3. The City will verify that the application meets all eligibility requirements including residency.

4. Once the application has been processed, the City will create the banner. Only one banner per serviceperson is allowed. The lettering of the name and branch of the serviceperson will be sized to fit the personalization area on the banner. Spelling of the name will be taken directly from the application.

5. Installation and removal of banners are at the City's sole discretion.

6. The number of, and specific banner locations shall be determined solely by the City, and may be revised without prior notice. An applicant may not select a specific location.

7. The City is not responsible for replacing banners that are stolen, damaged, or destroyed due to age, vandalism, or any acts of nature including high winds.
8. Annual re-verification of the serviceperson's active duty status will be required.
9. Removed banners will be returned to the applicant.
10. In the event a serviceperson is killed in the line of duty, his or her banner will be removed and given to applicant.
11. Approval of a banner application only entitles the applicants banner to be hung and displayed by the City pursuant to this policy. The City shall have no obligation to perform any maintenance to a banner or in conjunction with the display of any banner. Once installed, a banner applicant shall have no right of access to the banner, provided, however, that a banner applicant may request the removal of the applicant's banner. Once a banner is removed following such a request, the banner applicant shall have no further rights pursuant to this policy.

VIII. **COST/SPONSORSHIP:**
1. The current cost for banner and installation is $190. Fee to be paid at time application is submitted and payable to the City of San Jacinto.
2. The City will accept donations on an on-going basis to support the Program.
3. As City receives general donations in support of the program, applicants may be awarded up to 50% of the cost to participate from the City's general Program fund. Applicants seeking assistance will be required to obtain the remaining portion of the cost from a sponsor or community group, i.e., American Legion or other organizations.
4. The American Legion will actively pursue donations/sponsorships to assist the program and periodically have fundraisers for same.

IX. **INDEMNIFICATION AND HOLD HARMLESS:**
By applying for and receiving approval to sponsor a banner, each banner applicant agrees to indemnify and hold the City of San Jacinto, and each of its elected officials, officers, employees, agents and volunteers free and harmless with respect to any and all liabilities, claims, lawsuits and/or damages of any nature whatsoever that allegedly arise from or are connected to the approval of the applicant's banner application, including the display of, and/or damage to or loss of any banner or banners.
CITY OF LYNWOOD

MILITARY BANNER RECOGNITION APPLICATION

The City of Lynwood Military Banner Program is designed to honor veterans and active military service personnel. The City recognizes their service and commitment to our nation and community with a banner as a public expression of gratitude.

To qualify, honorees must meet the following requirements;

- Veteran or Active Duty military personnel of the United States Armed Forces (Current Military I.D. or DD214 is required).
- Lynwood Resident or an immediate family member of a Lynwood resident (immediate family = wife/husband, son/daughter, grandson/granddaughter, son-in-law/daughter-in-law).

<table>
<thead>
<tr>
<th>Last Name</th>
<th>First Name</th>
<th>Middle Name</th>
</tr>
</thead>
<tbody>
<tr>
<td></td>
<td></td>
<td></td>
</tr>
</tbody>
</table>

<table>
<thead>
<tr>
<th>Branch</th>
<th>Rank</th>
<th>Enlistment Date</th>
</tr>
</thead>
<tbody>
<tr>
<td></td>
<td></td>
<td></td>
</tr>
</tbody>
</table>

Base/Deployment Location

CONTACT INFORMATION

Name: ____________________________________________

Relationship to Applicant: ____________________________________________

Mailing Address: ____________________________________________

City, State, Zip Code: ____________________________________________

Contact Phone Number(s): ____________________________________________

E-mail address: ____________________________________________

(Please attach a copy of current military I.D. or DD214)
The Hometown Heroes Military Service Recognition Program

Created by the City of Torrance in conjunction with Vietnam Veterans of America to recognize and honor Torrance residents and their family members who are serving in the United States Armed Forces.

As an ongoing program, applications will be accepted at any time by those who wish to sponsor a banner.

Banners shall be displayed for a minimum of (3) months, at which time the hanging banners will be retired and given to hero or celebrated hero's family.

City Council Members
Frank Scotto, Mayor
Gene Barnett
Tom Brewer
Pat Furey
Cliff Numark
Susan M. Rhilinger
Bill Sutherland
Sue Herbers, City Clerk
Dana Cortez, City Treasurer
LeRoy J. Jackson, City Manager

City of Torrance
3031 Torrance Blvd.
Torrance, CA 90403
(310) 618-5880
Fax (310) 618-5891
www.TorranceCA.gov

Vietnam Veterans of America
South Bay Chapter 53
www.VVA53.org
310-540-8820
Info@VVA53.org
To Participate:
The Hometown Heroes Military Banner Recognition Program recognizes our community's men and women in uniform who are currently serving in the Armed Forces, veterans who have served in the past, or veterans of the past who are now deceased.

Street banners will be installed honoring individuals, and after being displayed for a minimum of 3 months will be presented to the family. In addition, the City Council will present a proclamation, acknowledging the individual's service to the City and the Nation.

Torrance residents and/or immediate family members: please see the requirements listed below, then complete and submit the attached application form.

Quantity is limited to 1 banner per service person, and the fee is $220 per banner.

Eligibility Requirements:

✓ Honorees must be Military personnel who are currently serving in the US Armed Forces, veterans who have served in the past, or veterans of the past who are now deceased.

✓ Military personnel must be Torrance residents or an immediate family member to a Torrance resident (Spouse, Father, Mother, Step Father, Step Mother, Son, Daughter, Brother, Sister)

✓ Residency requirement can be waived if military personnel is a graduate of a high school in Torrance

For more information on the City of Torrance Hometown Heroes Program, please call (310) 618-5800 or email Achaparyan@TorranceCA.Gov.

Sample Banner:

The City of Torrance
HOMESTOWN HEROES

Proudly Honors
JONATHAN CONCETTI

Marines

Locations:
Location for the displaying of Hometown Heroes banners will be determined by the City Manager's Office.

Available space is determined on a first-come, first-serve basis, and all banner locations shall be determined solely by the City. Visibility of the banners is a priority in determining locations.

Banners will be displayed for a minimum of three (3) months.

Application Form

Please print/type the name of the service person as it should appear on the banner, and indicate the branch of service on the lines provided.

First Name __________________________
Last Name __________________________
Branch of Service ______________________

Sponsor Information
Name of Applicant ______________________
Relationship __________________________
Address ______________________________
Phone ________________________________
Email ________________________________

Please include the following:
✓ Proof of residency or Graduation from a Torrance High School
✓ Proof of Active Duty
✓ High Resolution Photograph*

*The sponsor shall provide the official military portrait of the honoree. Digital image with at least 300 dpi resolution suggested.

*Please check one of the following*
☐ Proudly Honors (For those currently serving)
☐ Thanks (For veterans who have served)
☐ In Memory of (For veterans of the past)

Check for $220 made payable to City of Torrance
Mail Completed Applications To:

City of Torrance
City Manager's Office
3031 Torrance Blvd.
Torrance, CA 90503

City of Torrance Use Only:

Date Received: ________________
Resident Verification Received: ________________
Service member:
Torrance Resident? Y / N
Graduate of a Torrance high school? Y / N
Active Duty? Y / N
SUBJECT: CONSIDERATION OF ELIMINATING THE USE OF CITY FUNDS TO ATTEND LOCAL COMMUNITY EVENTS

SOURCE: City Manager

COMMENT: City Council Member Shelton requested, and the Council approved, the consideration of eliminating the use of City funds to attend local community events. As the Council is aware, Members of Council may use their individual “Meeting Expenses” budget to attend conferences and meetings when representing the City.

RECOMMENDATION: That the City Council consider eliminating the use of City funds to attend local community events.

ATTACHMENT: None
SUBJECT: INDEPENDENT ACCOUNTANT’S REPORT ON APPLYING AGREED-UPON PROCEDURES (all other funds of the former Redevelopment Agency other than the Low and Moderate Income Housing Fund)

SOURCE: Finance Department

COMMENT: Health & Safety Code Sections 34179.5 and 34179.6, as enacted by AB 1484, require the Successor Agency to the Porterville Redevelopment Agency ("Successor Agency") to engage the services of a licensed accountant, approved by the Tulare County Auditor-Controller ("CAC") and with experience and expertise in local government accounting, to conduct a due diligence review to determine the unobligated balances available for transfer to taxing entities ("Due Diligence Review"). The California Department of Finance ("DOF") prepared and made available procedures to enable licensed accountants to perform the required Due Diligence Review.

Health & Safety Code Section 34179.6(a) requires the Successor Agency to provide the results of a Due Diligence Review with respect to all of the other funds and account balances of the former Redevelopment Agency other than the Low and Moderate Income Housing Fund to the Oversight Board, the CAC, the State Controller’s Office ("SCO"), and the DOF on or before December 15, 2012. The Successor Agency is required to transmit a copy of the Recognized Obligation Payment Schedule to the Tulare County Administrative Officer, the CAC, and the DOF at the same time that the Due Diligence Review is submitted to these agencies.

The CAC authorized the Successor Agency to engage Gallina LLP, Certified Public Accountants, to perform the Due Diligence Review. Gallina LLP is the audit firm that performed the City’s most recent financial audit.

The Due Diligence Review is being submitted to the Successor Agency with this report.

Upon receipt of the Due Diligence Review, the Oversight Board is required to convene a public comment session to consider the Due Diligence Review. Then, not less than five business days later (and before January 15, 2013), the Oversight Board is required to convene a second public meeting at which the Oversight Board shall review, approve, and transmit to the DOF and the CAC the determination of the amount of cash and cash equivalents that are available for disbursement to taxing entities as
determined by the Due Diligence Review. The Oversight Board may adjust any amount provided in the review to reflect additional information and analysis and may authorize the Successor Agency to retain encumbered or obligated moneys and property.

The DOF has until April 1, 2013 to finalize its review of the Due Diligence Review and the Oversight Board's authorization regarding the moneys and property to be retained by the Successor Agency.

**RECOMMENDATION:** That the Successor Agency receive the Independent Auditor's Report on Applying Agreed-Upon Procedures (all other funds of the former Redevelopment Agency other than the Low and Moderate Income Housing Fund) and authorize the City Manager and City Finance Director, on behalf of the Successor Agency, to transmit the Due Diligence Review and the Recognized Obligation Payment Schedule to the Oversight Board, the Tulare County Administrative Officer, the CAC, the SCO and the DOF, all in accordance with Health & Safety Code Sections 34179.5 and 34179.6.

**ATTACHMENT:** Independent Auditor's Report on Applying Agreed-Upon Procedures (all other funds of the former Redevelopment Agency other than the Low and Moderate Income Housing Fund) to be provided under separate cover.