



SUPPLEMENTAL AGENDA MATERIALS
Regular City Council Meeting
November 15, 2022

Agenda Item:

6) PUBLIC COMMENTS:

- Joshua Cooley - Handout

15) REPORTS FROM CITY MANAGER:

- CIP Projects Updates
- Grant Award Status
- Strategic Project Updates

Open Grants Awarded Since October 2021:						
Award Date	Grant	AWARD	MATCH	Project Manager	Project End Date	Notes/ Status
10/25/2021	Regional Early Action Planning (REAP) Program- (Development Impact Fees)	\$ 20,935	\$ -	Keri Cobb	8/31/2023	Willdan Financial Consultant is finalizing the Development Impact Fee Study.
11/18/2021	KernCOG EV CEC Agreement -Install 2 (Level 3 Fast Chargers)	\$ 187,500	\$ 62,500	Luis Villa	6/30/2023	Match= Air District EV Vouchers and PG& E Incentives. PS&E Phase-Design w/ PG&E.
12/2/2021	U.S. EPA Region 9 Targeted Brownfields Assessment (TBA)- (Environmental/Cleanup/Reuse Plan for Wasco Farm Labor Housing)	\$ -	\$ -	Maria Lara	12/1/2022	Environmental Study/Report 95% complete, requirement in order to apply for cleanup grant funding.
12/2/2021	2018 Parks Bond Act Per Capita (Prop. 68)- (7th Street Park Renovations)	\$ 179,330	\$ -	Keri/Luis	06/30/2038	KSI Engineer is working on Design/Plans.
12/22/2021	Walmart Foundation- (Animal Shelter: Spay and Neuter Event)	\$ 5,000	\$ -	Luis Villa	12/31/2022	Completed on 4/22/22 SNIP EVENT
3/1/2022	Clean California Local Grants Program- (7th Street Revitalization/Park/Green Space)	\$ 5,000,000	\$ -	Keri/Luis/Maria	06/01/2024	KSI Engineering is working on Design/Plans.
10/30/2020	Local Early Action Plan (LEAP)- Housing Element/Zoning Ordinance	\$ 150,000	\$ -	Keri	06/30/2024	Re-published Notice requesting proposals for housing element and received 1 proposal.
06/17/2021	Urban Greening Grant- Central Park	\$ 2,200,047	\$ -	Keri/Luis	08/01/2024	Engineer Plans are 85% complete.
3/1/2022	Listos California CERT Support Grant- Implement Community Emergency Response Team (CERT)	\$ 15,000.00	\$ -	Maria L./ Nancy Vera	12/31/2023	CERT Class will take place in March 2023. Staff will be working on recruiting volunteers for the class and CERT team.
3/31/2022	California for All Animals (Animal Shelter Data System)	\$ 5,000.00	\$ -	Maria L./ Luis Villa	1/31/2027	Animal Control is working on implementing this grant.
2/1/2022	SB 1383 Local Assistance Grant Program- (5,000 Plastic Green 2 Gallon Organic Waste Pails w/bilingual labels)	\$ 36,191	\$ -	Luis Villa	4/2/2024	Sanitation Dept. has order the waste pails and is working on a distribution plan.
4/29/2022	PG&E Better Together Giving Program- Spay & Neuter for Pet owners in Wasco	\$ 5,000	\$ -	Luis Villa	12/31/2022	Completed SNIP EVENT 8/5/2022
4/11/2022	California Animal Welfare Funders Collaborative (Spay & Neuter, Vet Care, and Vaccines for Shelter Dogs/Cat)	\$ 5,000	\$ -	Luis Villa	6/30/2023	Animal Control is working on implementing this grant.
05/2/2022	San Joaquin Valley Air Pollution Control District EV Charge Up! Voucher Program - (Match for Level 3 Chargers)	\$ 50,000	\$ -	Luis Villa	6/30/2023	Chargers have been ordered, pending delivery and PG&E Approval.
06/2022	California State Transportation Agency (CalSTA)- Conversion/Replacement of CNG Transit Buses to Electric	\$ 1,000,000	\$ -	Maria M.	10/1/2032	Pending CTC Allocation Request
6/2022	FY2022 LCTOP Funds- Purchase a Replacement Bus	\$ 65,925	\$ -	Maria M.	6/1/2023	Waiting on CALACT to Approve Purchasing Cooperative Agreement - to meet procurement and buy america requirements
11/2019	FTA 5339 (a) Transit Funds- Purchase EV Bus	\$ 88,358	\$ -	Maria M.	6/1/2023	Waiting on CALACT to Approve Purchasing Cooperative Agreement - to meet procurement and buy america requirements
11/2017	Caltrans LCTOP FY 2016-17, 2017-18, 2018-19, + 2019-20 - EV charging infrastructure for DAR	\$ 149,916	\$ 31,941	Maria M.	6/1/2023	Chargers have been ordered, pending delivery and PG&E Approval.
6/2022	FY2022 5311 Operating Assistance- Dial Ride	\$ 185,124	\$ 371,571.00	Maria M. /Isarel		Match TDA State 381,571
6/2022	FY2023 5311 Operating Assistance- Dial Ride	\$ 188,827	\$ 448,565.00	Maria M. /Isarel		Match TDA State 448565
11/14/2022	California for All Animals- Sniptember Spay/Neuter Grant- Provide SNIP Bus Once a Month for 3 years	\$ 288,000.00	\$ 0	Luis Villa	12/1/2025	Pending Execution of Agreement
11/15/2022	Wonderful Company- Wasco Bike Rodeo Safety and Health Event	\$ 5,000.00	\$ 0	Keri Cobb	10/1/2023	Pending Execution of Agreement
		Total \$ 9,830,153	\$ 914,577			

**Funding expiration date

Submitted Grant Applications / Pending Award Decisions						
Grant Due Date	Grants Submitted	Request	Match	Project Manager	Anticipated Award Date	
6/15/2022	ATP Cycle 6: Central Avenue Class I & Class II Bicycle Trails	\$ 660,000.00		Luis Villa	22-Oct	Pending KERCOG Funding Announcement
9/12/2022	HSIP Cycle 11: Hwy 46 & Poplar Hawk Pedestrian System	\$ 469,080.00	10%	Luis Villa	22-Dec	
9/12/2022	HSIP Cycle 11: Hwy 43 & 8th Street- Rectangular Rapid-Flashing Beacon	\$ 249,990.00	10%	Luis Villa	22-Dec	
10/17/2022	FY23 Homeland Security Grant- Kern County Emergency Service Office--- PD Mobile/Portable Radios and Toughbooks	\$ 326,915.00	\$ 0	Maria L. & Scott H.	22-Dec	
Pending	Drinking Water State Revolving Fund (DWR)- Construction Wells/ Water Storage Tanks/ New AMI Meters	\$ 45,000,000.00	\$ 0	Luis Villa	Spring 2023	Pending Environmental and Finance Package
		Total \$ 46,705,985	\$ -			

Upcoming Grant Opportunities

Grant DEADLINE	Agency-Grant Program-Activity	Max Award	Match	Project Manager	Anticipated Award Date
12/1/2022	Regional Early Action Planning (REAP 2.0)- Alley Reconstruction to Accelerate Infill development by means of ADU's	\$ 750,000.00	\$ -		9/1/2023
1/17/2023	City/County Payment Program FY 2022-23- Sanitation - Water Refill Station	\$ 6,992.00	\$ -		5/1/2023
2/1/2023	Clean California Local Grant Program Cycle 2- Phase II of 7th Street from D Street to Griffith Avenue	\$ 5,000,000.00	\$ -		6/1/2023
02/01/2023	Equitable Community Revitalization Grant Program- Wasco Farm House- Cleanup Cost ROUND 2	up to 7 million	\$ -	Maria L.	June 2023
6/1/2023	COPs Hiring Grant- Hire New Police Officers	\$ 3,000,000.00	\$ 0.25		Oct-23
	Air District- EV Mechanic Training				
	Air District- PD Vehicles				
	Air District- Bike Lanes				
	Carbon Reduction Strategy				
	TDA Article 3				
	Invest to Protect Bill- US Congressman Valadao				
	Homeland Security Grant				
	AB2062 Neighborhoods COPS Bill- State Rudy Salas				
	CalOES 2021 FEMA Hazard Mitigation Grant Program- Landscape /Xeriscape/bioswales to mitigate Flooding/Drought Project	up to 173 Million	25%	Luis/Keri	Fall 2022

Open Grants Awarded Since October 2021:

Award Date	Grant/ (Purpose)	AWARD	MATCH	Project Manager	Project End Date	Comments
12/22/2021	Walmart Foundation- (Animal Shelter: Spay and Neuter Event)	\$ 5,000.00	\$ -	Luis Villa	12/31/2022	Completed SNIP Event 4/22/2022
3/31/2022	California for All Animals (Animal Shelter Data System)	\$ 5,000.00		Maria L./ Luis	Dec-22	Received Check 5/20/22
5/19/2022	PG&E Better Together Giving Program- Spay & Neuter for Pet owners in Wasco (SNIP EVENT)	\$ 5,000.00	\$ -	Luis Villa	12/2022	Received Check 5/22/22
5/17/2022	California Animal Welfare Funders Collaborative (Spay & Neuter, Vet Care, and Vaccines for Shelter Dogs/Cat)	\$ 5,000.00	\$ -	Luis Villa	12/2022	Pending Agreement/Check
	Total	\$ 20,000.00				



ITEM	CATEGORY	WHAT	TIME	COST	PRIORITY	DEPARTMENT	PROJECT LEAD	PERCENT COMPLETED	PROJECT STATUS
1	Enhance Employee Development and Retention.	Development by phase for City-Wide Records	3YR+	HIGH	MEDIUM	City Clerk	Maria M.	1%	Staff is working on the phase plan
2	Enhance Employee Development and Retention.	Document Imaging and Shredding Services	3YR+	MEDIUM	LOW	City Clerk	Maria M.	2%	the project is moving forward slowly due to staffing.
4	Enhance Employee Development and Retention.	Election 2022	6-12M	MEDIUM	URGENT	City Clerk	Maria M.	95%	Election complete.
5	Enhance Employee Development and Retention.	Ballot Measure from Elected City Clerk/Treasure to Appointed	6-12M	MEDIUM	URGENT	City Clerk	Maria M.	95%	Election complete.
6	Enhance Employee Development and Retention.	Updating the Conflict of Interest Code	3-6M	LOW	URGENT	City Clerk	Maria M.	50%	the project is moving forward however, we are currently waiting for the additional position due to a new police department to finalize the code
7	Enhance Employee Development and Retention.	Develop a tracking system for agreement terms	6-12M	LOW	MEDIUM	City Clerk	Maria M.	0%	Staff has not started this project.
1	Define and Prioritize Community Building Initiatives.	Research successful public safety models and funding	6-12M	LOW	URGENT	City Manager	Scott	40%	In progress. Chief selected, start-up team will be in place shortly.
2	Enhance and Modernize City Facilities.	Manage planning and execution of facility moves - AC,PW	2YR+	HIGH	HIGH	City Manager	Scott	15%	Land acquired. Preliminary layout complete. Other priorities and funding determine timeline.
3	Enhance Financial Stability and Sustainability.	Finalize HSR agreements and secure funds	0-3M	LOW	URGENT	City Manager	Scott	90%	Agreements in final draft form. Expect execution before end of year.
4	Improve and Maintain the City's Infrastructure.	Manage planning and execution of water system exp.	3YR+	HIGH	URGENT	City Manager	Scott/Luis V.	25%	Locations secured, well designs complete, site designs 30%. Once funds secure, RFP's will be distributed.
5	Enhance Employee Development and Retention.	Fully staff HR Dept and manage procedure enhancements	2YR+	MEDIUM	HIGH	City Manager	Scott/Nancy V.	50%	Staff hired. Training and procedure documentation in progress.
6	Define and Prioritize Community Building Initiatives.	Support funding and restoration of transit services	6-12M	HIGH	HIGH	City Manager	Scott	90%	Transit fully operational. Staffing nearly complete. Funds for EV replacements pending, charging infrastructure funding in progress.

7	Define and Prioritize Community Building Initiatives.	Build community partnerships to address homelessness	2YR+	MEDIUM	MEDIUM	City Manager	Scott	15%	Work in progress. Collaboration with Rec & Park District, Law Enforcement, etc.
8	Define and Prioritize Community Building Initiatives.	Maximize effectiveness of our Public Safety contracts	3YR+	LOW	HIGH	City Manager	Scott	30%	Fire Department and KCSO engaged in Council Meetings. Priority for Law Enforcement changing to transition to local Department.
9	Implement Strategic Economic Development.	Formalize and execute economic development strategy	2YR+	MEDIUM	HIGH	City Manager	Scott	25%	Joined ICSC and attended conference. Executed contract with Retail Strategies. Ongoing work in business development.
10	Enhance Financial Stability and Sustainability.	Move organization from reactive to proactive norm	2YR+	MEDIUM	HIGH	City Manager	Scott	5%	Ongoing effort.
11	Enhance Employee Development and Retention.	Ensure org. resilience through cross training and redundancy	2YR+	LOW	HIGH	City Manager	Scott	15%	Ongoing effort within each Department.
12	Enhance Financial Stability and Sustainability.	Complete rate studies and updates, ensure sustainability	6-12M	MEDIUM	HIGH	City Manager	Scott/Isarel/Luis V.	70%	Refuse rates updated. Water & Sewer rates implemented Q1 2023.
13	Improve and Maintain the City's Infrastructure.	Allocate resources to SGMA management	3YR+	LOW	HIGH	City Manager	Scott	33%	Transition primary responsibility to Water Department.
1	Enhance Financial Stability and Sustainability.	Help facilitate and implement a new web payment portal alongside the Finance Department	6-12M	MEDIUM	HIGH	Comm/IT	Neomi/Isarel		
2	Improve and Maintain the City's Infrastructure.	Implement a new comprehensive Video Management Software to host all City wide surveillance cameras.	3-6M	MEDIUM	URGENT	Comm/IT	Scott/Neomi	20%	RFP Pending.
3	Enhance Employee Development and Retention.	Improve Community Engagement with city social media and city videos	1YR+	LOW	MEDIUM	Comm/IT	Scott/Neomi	10%	Ongoing effort.
4	Enhance Financial Stability and Sustainability.	Implement and coordinate the consolidation of a Fixed Assets in a centralized module.	6-12M	LOW	HIGH	Comm/IT	Neomi/Isarel		
5	Enhance Employee Development and Retention.	Create a Marketing & Communications Plan	1YR+	LOW	LOW	Comm/IT	Neomi		
1	Enhance Financial Stability and Sustainability.	Implement an Electronic Timekeeping system.	6-12M	MEDIUM	URGENT	Finance	Isarel/Katheryn	0%	Staffing shortages has impacted the timeline.
2	Enhance Financial Stability and Sustainability.	Implement an Employee self-service (view accruals, pay stubs, W2's).	3-6M	MEDIUM	MEDIUM	Finance	Isarel/Katheryn	5%	Staff is actively working on executing an agreement with Diamount IT for a new server.

3	Enhance Financial Stability and Sustainability.	The current web payment portal is archaic and needs to be enhanced to contribute to an efficient and effective government .	6-12M	LOW	HIGH	Finance	Isarel/Monique	15%	Staff has executed an agreement. Work is set to commence after the new server is live.
4	Enhance Financial Stability and Sustainability.	Implement a project management system to track all projects and costs associated with the projects.	6-12M	MEDIUM	URGENT	Finance	Isarel/Luis C.	5%	This project is dependant on the successful implementation of the new Munis server.
5	Enhance Employee Development and Retention.	Continue to provide professional development opportunities for all staff.	0-3M	LOW	MEDIUM	Finance	Isarel/Monique	100%	Finance Staff is actively participating in accounting and supervisory webinars while other staff is attending a live conference for CALPELRA, CSMFO conference.
6	Enhance Employee Development and Retention.	Finalize Billing Collection Specialist Job Description and Pay Range	0-3M	LOW	URGENT	Finance	Isarel/Monique	100%	Project was completed with the assistance of HR.

7	Enhance Financial Stability and Sustainability.	Update Chart of Accounts.	1YR+	MEDIUM	MEDIUM	Finance	Isarel/Luis C.	0%	This project will commence after the upgrade of the Munis system. The current version is 2019.1 and it will migrate to 2021.1
8	Enhance Financial Stability and Sustainability.	Enhance the current purchasing policy.	1YR+	MEDIUM	MEDIUM	Finance	Isarel/Scott/Luis C.	10%	Reviewed by the City Manager, Finance Director and Consultant
9	Enhance Financial Stability and Sustainability.	Migrate all customers to one cycle to avoid added administrative work.	6-12M	LOW	HIGH	Finance	Isarel/Monique	0%	This project is not feasible as new rates for Sanitation and Wastewater will be largely impact the cash flow.
10	Enhance Financial Stability and Sustainability.	Complete the importing feature between Building permit charge codes (MyGOV) and Finance Munis ERP system.	0-3M	LOW	URGENT	Finance	Isarel/Monique	95%	The project was moved forward in anticipation of the new fees set to change 7/1/22. Planning staff is actively researching new fees that are not yet linked before the project is closed out.
20	Improve and Maintain the City's Infrastructure.	7th Street Downtown Revitalization Project - CLEAN CA GRANT	2YR+	HIGH	URGENT	Grants	Maria L.	10%	The project is moving forward, KSI Engineers is currently working on Design/Plans, estimated completion date for plans is March 2023. Then it will go out to bid for construction.
21	Implement Strategic Economic Development.	Economic Development Marketing Tools	1YR+	LOW	MEDIUM	Grants	Neomi/Maria L.	15%	City is working Retail Strategies to develop an economic development plan, recruit new national vendors, and promote the city at national retail events.
22	Improve and Maintain the City's Infrastructure.	New water wells, storage tank, AMI Meters, SCADA (Drinking Water SRF)	3YR+	HIGH	URGENT	Grants	Mara L.	80%	City is working with QK Engineers to finish the environmental package.
23	Define and Prioritize Community Building Initiatives.	Create attractive gateways/ Small Business Façade Program	3YR+	MEDIUM	HIGH	Grants	Mara L./Keri	1%	As part of the 7th Street Project, staff is working with the engineers to incorporate new gateways.
24	Enhance Employee Development and Retention.	Implement training/retreat opportunities for supervisors/managers	6-12M	MEDIUM	HIGH	Grants	Maria L.	1%	Staff will meet with HR and CM to develop a training retreat for managers.
25	Enhance Employee Development and Retention.	Implement Quarterly Employee Event (i.e. Spring/Summer/Fall/Winter)	3-6M	LOW	MEDIUM	Grants	Maria L.	1%	Staff will meet with HR and City Clerk to further discuss this item.
26	Enhance and Modernize City Facilities.	Old Court House Demo- to build new Community Center/EOC	3YR+	HIGH	MEDIUM	Grants	Maria L.	5%	Staff has developed a draft site plan, and engineer estimate and is currently researching grant opportunities.
27	Enhance Financial Stability and Sustainability.	Implement Grant/Project Management System- Compliance/Cost Recovery	1YR+	MEDIUM	URGENT	Grants	Maria L./Isarel	1%	Staff needs to schedule training/demo session.
1	Enhance Employee Development and Retention.	Recruit and hire high-quality employees.	3-6M	HIGH	URGENT	HR	Nancy V.	40%	In progress. Chief selected, start-up team will be in place shortly.
2	Enhance Employee Development and Retention.	Address compensation, benefits and payroll needs.	6-12M	MEDIUM	URGENT	HR	Nancy V.	25%	In progress. Running regular salary surveys, etc.
3	Enhance Financial Stability and Sustainability.	Address raising cost associated with Workers Compensation and Liability Insurance Premiums	3YR+	MEDIUM	HIGH	HR	Nancy V./Scott/Isarel	10%	Need to institute additional training, to reduce experience rates. Establish updated standard practices & procedures.

4	Enhance Employee Development and Retention.	Automating time-consuming tasks, including employee onboarding administration, payroll, timekeeping, and benefits administration	3YR+	HIGH	HIGH	HR	Nancy V.	20%	In progress. Additional staffing already in place will accelerate this process.
5	Enhance Employee Development and Retention.	Ongoing COVID-19 variants and potential staffing shortages.	1YR+	HIGH	HIGH	HR	Nancy V.	25%	Reduction in COVID activity aiding this process.
11	Improve and Maintain the City's Infrastructure.	Downtown Streetscape Improvement Project - CLEAN CA Grant	2YR+	HIGH	HIGH	Planning	Keri/Maria L.	10%	The project is moving forward, KSI Engineers is currently working on Design/Plans, estimated completion date for plans is March 2023. Then it will go out to bid for construction.
12	Improve and Maintain the City's Infrastructure.	Central Avenue Park Project	2YR+	HIGH	HIGH	Planning	Keri/Maria L.	50%	The project is moving forward, Engineer is currently working on Design/Plans, estimated completion date for plans is December 2022. Then it will go out to bid for construction.
13	Improve and Maintain the City's Infrastructure.	Coordinate Environmental Review for Well projects with QK	6-12M	MEDIUM	HIGH	Planning	Keri/Maria L.	80%	Related to Well Replacement Project/State Revolving Fund. QK is finalizing the environmental documents.
14	Enhance Employee Development and Retention.	Hire and train a new Admin Assistant to handle Code paperwork and cross-train with Building Admin Assistant	6-12M	HIGH	HIGH	Planning	Keri	5%	99 applications received. Preliminary application review complete. Will send potential interview candidates to HR within 1-2 weeks.
15	Improve and Maintain the City's Infrastructure.	Manage Development Impact Fee Study	6-12M	MEDIUM	HIGH	Planning	Keri/Maria L.	60%	City contracted Willdan Financials to conduct this study and final draft will be complete by December 2022.
16	Improve and Maintain the City's Infrastructure.	Complete Municipal Services Review for LAFCO	3-6M	LOW	MEDIUM	Planning	Keri	75%	Final draft will be complete and returned to LAFCO for review in 1-2 weeks
17	Define and Prioritize Community Building Initiatives.	Expand and Restructure certain Code Compliance Efforts to include parking and personal citations	1YR+	LOW	HIGH	Planning	Keri	10%	Code Compliance recently returned from annual conference with information on expanding efforts in to these areas. Have asked Code to provide this information to me for further review.
18	Define and Prioritize Community Building Initiatives.	State Mandated Housing Element Update	1YR+	MEDIUM	MEDIUM	Planning	Keri	10%	Received 0 proposals from first RFP publishing. Re-published and contacted several consultants. Many were either too busy or were not taking on any housing elements due to uncertainty with State regulations and approval processes. Second RFP drew 1 overbudget proposal. Staff is meeting with the proposer to discuss potential ways to trim the budget. Will schedule for CC approval as soon as possible.
19	Improve and Maintain the City's Infrastructure.	Re-design all City maintained public landscape areas to be low maintenance and drought tolerant. Pursue funding for design and re-landscape of these areas	2YR+	MEDIUM	MEDIUM	Planning	Keri/Maria L.	5%	Staff is actively working on pursuing funding for these type of projects and its incorporating in all new city projects these standards for landscaping.
1	Improve and Maintain the City's Infrastructure.	Install/replace 4 new water wells to maintain compliance	3YR+	HIGH	URGENT	PW	Keri/Luis/Alberto	10%	State Revolving Funds pending. Environmental 80%. Well designs complete. Site designs in progress.

