



CITY OF WHEATLAND

CITY COUNCIL MEETING STAFF REPORT

May 9, 2023

SUBJECT: Council discussion and consideration of ARPA funding recommendations

PREPARED BY: Jim Goodwin, City Manager

Recommendation

The City Manager recommends the following ARPA expenditures:

1. Reimburse Wheatland Fire Authority (WFA) for up to \$65,000 for improvements to Fire Station 1 on Main Street in Wheatland.
2. Authorize the City Manager to release an RFQ for consultants qualified to conduct an independent WFA evaluation focused on identifying any changes in operations or structure that may be necessary to ensure sustainability of the WFA. Set aside an amount not to exceed \$35,000 for completion of the evaluation.
3. \$15,000 for new furniture, presentation equipment, carpet and other items necessary to improve the Conference Room in the Community Center.
4. \$15,000 to update the sound system in the Community Center.

Background/Discussion

In _____ the City Council made an initial commitment of ARPA funds to the following projects:

<u>Project</u>	<u>Funding Approved</u>	<u>Actual Cost</u>
Body-worn cameras for Wheatland PD Officers	\$105,000	\$108,615
Police Patrol Vehicle	\$ 68,000	\$ 48,807
WFA Chief's Truck (50%)	\$ 50,000	\$ 47,679
Public Works Vehicle	\$ 45,000	\$ 38,125
General Plan Update	\$350,000	\$350,000
Water Pressurization	<u>\$110,000</u>	<u>\$110,000</u>
TOTAL	\$728,000	\$703,226

The expenditures and commitments of funding above leave \$223,278 available. All ARPA funding must be obligated by 2024 and expended by 2026.

RECOMMENDATIONS

Wheatland Fire Authority

WFA was formed in 2006 as JPA between the City of Wheatland and Plumas Brophy Fire Protection District (PBFPD). With formation of the JPA, WFA provides fire protection and emergency response services in the geographic area covered by the Wheatland city limits and the boundaries of PBFPD.

The original JPA agreement was reviewed and amended in 2010 and has not been revisited since that time. On February 28 you were informed that the City Manager and the WFA Chief would discuss recommendations from the WFA Board for changes to the WFA JPA.

Chief Paquette and I met and agreed to, as a first step, review the funding history of the JPA. The conversations revealed all of the following:

- Both the City and PBFPD have routinely contributed more annually than is required according to the formula in the current JPA agreement.
- The revenue being received by the WFA through the special fire assessment is paid almost evenly from property owners in the City and in the unincorporated area served by PBFPD.
- The annual assessment is limited to a growth factor of 4% and the WFA Board is charging the maximum assessment allowed.
- Due to revenues received from a variety of sources in recent years, PBFPD has contributed significantly more than the City to the JPA, specifically for equipment and facility improvements at the two stations located outside the City of Wheatland. Those revenue sources are ending and PBFPD will not be in the position to make those contributions in the future.

Station Improvements--\$65,000

In May 2022, the City Manager recommended \$50,000 for improvements to WFA Station #1. During that meeting, the Council did not reach consensus on this recommendation. Staff was asked to look at other project concepts, specifically use of ARPA funds for paving.

Since that meeting, staff was able to secure \$140,000 from outside sources to combine with local transportation funds for paving, and at the last meeting the City Council approved putting out to bid the 2023 Paving Project. In addition, the City Engineer has been working with Reclamation District 817 to finalize the repair paving of C Street. All of this paving should occur in 2023.

Station #1 is a high-profile public building in the City of Wheatland that currently needs work. The building is owned by the City of Wheatland. The WFA JPA does place responsibility on WFA for maintenance of the station. However, as demonstrated, Wheatland's partner in the JPA, PBFPD, recently has invested in the JPA above the requirements of the agreement as funding has been available. An investment of ARPA funding in the JPA is an appropriate contribution from the City.

WFA JPA Evaluation--\$35,000

In addition, the WFA Board has requested consideration of changes to the JPA. These proposed amendments are as follows:

- Any improvements or upgrades to facilities that require a permit shall be the responsibility of the property owner.
- Eliminating the use of CPI as a growth factor for shared funding and instead stating a percentage of shared responsibility.
- A requirement that the WFA budget be passed by the WFA Board, the Wheatland City Council and the PBFPD Board.
- A provision that either the City or PBFPD could purchase equipment for WFA with the understanding the equipment becomes the property of WFA.

These proposed amendments are changes that could have adverse effects related to the City's ability to control General Fund expenditures and the City Manager is not recommending them at this time. However, the Wheatland environment has changed over the past 17 years, with more growth forecasted in the coming years. It is prudent to complete an evaluation of the sustainability of the current WFA JPA model. An independent consultant will be able to meet with all parties, ask appropriate questions, analyze service needs, project funding requirements, and suggest alternative funding models to complement or change the funding structure of the JPA. Any recommendations from the study could then be considered by the WFA Board, the City Council and the PBFPD Board.

Community Center Conference Room Upgrades--\$15,000

When the City Hall was remodeled during COVID, the conference room in City Hall was converted to the City Manager's office. The conference room in the Community Center has been used since that time for various meetings. The Community Center conference room needs updating, both cosmetically (flooring, paint, etc.) but also modern communication and presentation equipment.

Community Center Sound Equipment Replacement--\$15,000

As Council is aware, the sound equipment used for City Council, Planning Commission and other meetings is failing. The equipment must be replaced and complement modern presentation equipment and remote participation in meetings.

Alternatives

The City Council may choose not to approve the ARPA expenditures.

Fiscal Impact

The projects will be funded with \$130,000 from ARPA funds and will have no General Fund impact. \$93,278 will remain available after completion of these projects.

Proposal
Frank Webb Construction, Inc.
General Contractor License # 369747
 1758 Oakley Lane, Wheatland, CA 95692 (530) 633-4072

Proposal Submitted To: Name: Wheatland Fire Authority Street: City: State: Zip: Phone: Date: 5/3/23	Work To Be Performed At: Name: Wheatland Fire Authority Street: City: State: CA Zip: Phone: Date:
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We hereby propose to furnish the materials and perform the labor necessary for the completion of:

Exterior Repair and Improvements

Item 1- Siding: Install new siding to kitchen/break at back of station 1. Including: demo, flashings, 7" lap cement siding, exterior 4x trim, re-attach conduits, remove job related debris

Item 2- Exterior Paint: Prep and paint exterior brick and metal siding, eaves, fascia, gutters, doors and galvanized metal roof

Item 3- Signage: Install 1/2"x12" post mount metal letters to read (line 1) Wheatland Fire Authority (line 2) Station 1. Includes removal of old sign.

Item 4- Awning: Remove and replace front awning with new metal approximate size 14'x3'

Excluding: plans, permits, fees, engineering, plumbing, electrical, HVAC, removal/replacement of all signs unless

All material is guaranteed to be as specified, and the above work to be performed in accordance with the drawings and specifications submitted for above work and completed in a substantial workmanlike manner for the sum of \$ 62,537.00

Sixty Two Thousand Five Hundred Thirty Seven Dollars

with payment to be made as follows:

Due and payable in 30 days.

Any alteration or deviation from above specifications involving extra costs, will be executed only upon written orders, and will become an extra charge over and above estimate. All agreements contingent upon strikes, accidents, or delays beyond our control. Owner to carry fire, tornado, and other necessary insurance upon above work. Workmen's Compensation and Public Liability Insurance on above work to be taken out by:

Respectfully submitted by Frank Webb Construction, Inc.
 Per Frank Webb

Note: This proposal may be withdrawn by us if not accepted within *30 days

Acceptance of Proposal

The above prices, specifications and conditions are satisfactory and are hereby accepted. You are authorized to do the work as specified. Payment will be made as outlined above.

Signature _____ Signature _____

Date _____

Contractors are required by law to be licensed and regulated by the Contractor's State License Board. Any questions concerning a contractor may be referred to the Registrar, Contractors State License Board, 9835 Goethe Road, Sacramento, CA

Mailing address: PO Box 26000, Sacramento, CA 95827

Notice to Owner (Section 7018.5 - Contractors License Law)

Under the Mechanics' Lien Law, any contractor, subcontractor, laborer, material man or other person who helps to improve your property and is not paid for his labor, services, or material, has a right to enforce his claim against your property. Under the law, you may protect yourself against such claims by filing, before commencing such work or improvement, and original contract for the work of improvement or a modification thereof, in the office of the county recorder of the county where the property is situated and requiring that a contractor's payment bond be recorded in such office. Said bond shall be in an amount not less than fifty percent of the contract price and shall, in addition to any conditions for the performance of the contract, be conditioned for the payment in full of the claims of all persons furnishing labor, services, equipment or materials for the work described in said contract.