



CITY OF MENDOTA

"Cantaloupe Center Of The World"

ROLANDO CASTRO
Mayor

VICTOR MARTINEZ
Mayor Pro Tem

JESSE MENDOZA

JOSEPH R. RIOFRIO

OSCAR ROSALES

AGENDA
MENDOTA CITY COUNCIL
Regular City Council Meeting
CITY COUNCIL CHAMBERS
643 QUINCE STREET
April 14, 2020
6:00 PM

CRISTIAN GONZALEZ
City Manager

JOHN KINSEY
City Attorney

The Mendota City Council welcomes you to its meetings, which are scheduled for the 2nd and 4th Tuesday of every month. Your interest and participation are encouraged and appreciated. Notice is hereby given that Council may discuss and/or take action on any or all of the items listed on this agenda. **Please turn your cell phones on vibrate/off while in the council chambers.**

Any public writings distributed by the City of Mendota to at least a majority of the City Council regarding any item on this regular meeting agenda will be made available at the front counter at City Hall located at 643 Quince Street Mendota, CA 93640, during normal business hours, 8 AM - 5 PM.

In compliance with the Americans with Disabilities Act, individuals requiring special assistance to participate at this meeting please contact the City Clerk at (559) 655-3291. Notification of at least forty-eight hours prior to the meeting will enable staff to make reasonable arrangements to ensure accessibility to the meeting.

If you require interpretation services to participate at this meeting, please contact the City Clerk at (559) 655-3291. Notification of at least twenty-four hours prior to the meeting will enable staff to make the necessary arrangement to ensure participation at the meeting.

If you would like to participate at this meeting via teleconference, please use the following information:
Dial-in number: 1(669) 900-6833 Meeting ID: 481 456 459 Password: 93640

CALL TO ORDER

ROLL CALL

FLAG SALUTE

FINALIZE THE AGENDA

1. Adjustments to Agenda
2. Adoption of final Agenda

PRESENTATION

1. Ivette Rodriguez with Mid Valley Disposal to provide an update.

CITIZENS ORAL AND WRITTEN PRESENTATIONS

At this time members of the public may address the City Council on any matter not listed on the agenda involving matters within the jurisdiction of the City Council. Please complete a "request to speak" form and limit your comments to THREE (3) MINUTES. Please give the completed form to City Clerk prior to the start of the meeting. All speakers shall observe proper decorum. The Mendota Municipal Code prohibits the use of boisterous, slanderous, or profane language. All speakers must step to the podium, state their names and addresses for the record. Please watch the time.

City Council Agenda

1

4/14/2020

APPROVAL OF MINUTES AND NOTICE OF WAIVING OF READING

1. Minutes of the special City Council meetings of March 16, 2020, March 20, 2020, and April 2, 2020, and the regular City Council meeting of March 24, 2020.
2. Notice of waiving of the reading of all resolutions and/or ordinances introduced and/or adopted under this agenda.

CONSENT CALENDAR

Matters listed under the Consent Calendar are considered to be routine and will be enacted by one motion and one vote. There will be no separate discussion of these items. If discussion is desired, that item will be removed from the Consent Calendar and will be considered separately.

1. MARCH 24, 2020 THROUGH APRIL 6, 2020
WARRANT LIST CHECKS NO. 46614 THROUGH 46677
TOTAL FOR COUNCIL APPROVAL = \$677,494.04
2. Proposed adoption of **Resolution No. 20-24**, designating the City Manager as the authorized agent for the City as required for matters pertaining to state disaster assistance.
3. Proposed adoption of **Resolution No. 20-25**, ratifying Emergency Order Nos. 20-01, 20-02, and 20-03 issued in response to the continuing COVID-19 pandemic emergency.
4. Proposed authorization for the Mayor to execute letters of support on behalf of the City Council for the City of Mendota stormwater improvement project.

BUSINESS

1. Council discussion only on potential additional actions concerning the City of Mendota's response to the COVID-19 pandemic emergency, including requiring all individuals in the City to wear facial coverings.
 - a. *Receive report from City Manager Gonzalez*
 - b. *Inquiries from Council to staff*
 - c. *Mayor opens floor to receive any comment from the public*
 - d. *Council takes action as appropriate*

DEPARTMENT REPORTS AND INFORMATIONAL ITEMS

1. Animal Control, Code Enforcement, and Police Department
 - a) Monthly Report
2. City Attorney
 - a) Update

3. City Manager

MAYOR AND COUNCIL REPORTS AND INFORMATIONAL ITEMS

1. Council Member(s)
2. Mayor

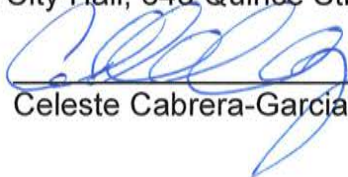
CLOSED SESSION

1. CONFERENCE WITH LEGAL COUNSEL – ANTICIPATED LITIGATION
 - a. Anticipated litigation pursuant to paragraph (2) of subdivision (d) of Government Code Section 54956.9 (one potential case)

ADJOURNMENT

CERTIFICATION OF POSTING

I, Celeste Cabrera-Garcia, City Clerk of the City of Mendota, do hereby declare that the foregoing agenda for the Mendota City Council Regular Meeting of April 14, 2020, was posted on the outside bulletin board located at City Hall, 643 Quince Street Friday, April 10, 2020 at 12:30 p.m.



Celeste Cabrera-Garcia, City Clerk



MINUTES OF MENDOTA SPECIAL CITY COUNCIL MEETING

Special Meeting

March 16, 2020

Meeting called to order by Mayor Castro at 10:04 a.m.

Roll Call

Council Members Present: Mayor Rolando Castro, Councilors Jesus Mendoza, Joseph Riofrio, and Oscar Rosales

Council Members Absent: Mayor Pro Tem Victor Martinez

Flag salute led by Mayor Castro

FINALIZE THE AGENDA

1. Adjustments to Agenda.
2. Adoption of final Agenda.

City Clerk Cabrera-Garcia reported that an amended agenda was posted and distributed.

A motion was made by Councilor Riofrio to adopt the amended agenda, seconded by Councilor Rosales; unanimously approved (4 ayes, absent: Martinez).

CITIZENS ORAL AND WRITTEN PRESENTATIONS

None offered.

BUSINESS

1. Council discussion and potential determination of the existence of a local emergency related to COVID-19 (Novel Coronavirus).

Mayor Castro introduced the item and City Manager Gonzalez provided an update on orders and regulations that have been implemented at various levels of government in

response to COVID-19.

Discussion was held on whether the police department has changed its protocol regarding how officers respond to calls for service and how they prepare for duty; whether certain businesses would need to close as a result of the ongoing pandemic; the length of time that regulations and precautionary measures that were implemented in response to COVID-19 would be in effect; whether residents will still be allowed to acquire noise permits; who is responsible for enforcing the recommendations that have been issued by the State in response to COVID-19; the precautionary measures that the Mendota Unified School District (MUSD) is taking to reduce the spread of the virus; the cancellation and/or postponement of various recreational activities throughout the City; whether MUSD will provide meals to students during the school closure; the ongoing spread of the virus; and staff developing a plan to determine how the City will continue to provide essential services while minimizing potential risk of exposure during the emergency.

Sergio Valdez – stated that numerous businesses are being affected by the situation; that some individuals are unable to work; and inquired as to whether residents will have their utility services shut off due lack of payment.

Discussion was held on financial assistance programs may be made available for residents.

Assistant City Attorney Castro stated that the issue regarding COVID-19 is rapidly evolving, and that the items that are on the agenda are aimed to be proactive approach to the situation.

Rigoberto Alvarado – stated that nobody is truly ready to respond to the COVID-19 pandemic, and that the City should implement more drastic measures to respond to the situation.

Kevin Romero – inquired as to how the pandemic would affect recreational activities throughout the City; other viruses that have affected the community in the past; and stated that the public needs maintain a calm demeanor during this time.

Dino Perez – stated that Westside Youth, Inc. will continue having their food distribution events; that precautionary measures will be implemented for all events to prevent the spread of the virus; the center continuing regular operations until further notice, but examining the viability of these decisions on a daily basis.

Sergio Valdez – commented on other viruses that have affected the community in the past; that individuals cannot live in fear of the virus; and on how community members and the City should respond to the pandemic.

Discussion was held on the need to implement mandatory precautionary measures to prevent the spread of the virus.

Rigoberto Alvarado – stated that the lack of enough equipment to address the pandemic poses a significant problem to the City and asserted the need for individuals to follow precautionary guidelines.

Discussion was held on the various precautionary measures that are being taken to limit the spread of the virus; the City considering adopting various policies in response to the virus that are in the best interest of the community; and the importance of taking into consideration the information that is provided by medical professionals when creating policies.

City Manager Gonzalez requested that the City Council move forward with the next item on the agenda.

2. Council discussion and consideration of **Resolution No. 20-18**, proclaiming a local emergency in response to the continuing spread of COVID-19 (Novel Coronavirus).

Mayor Castro introduced the item and City Manager Gonzalez deferred to City Clerk Cabrera-Garcia who reported on the background of the Coronavirus pandemic; the various measures that public agencies have implemented to minimize the spread of the virus; the means through which the City Council may declare a local emergency; the purpose of the proposed resolution; and the City being eligible for State and Federal relief for expenses it incurs in addressing the issue if it declares a local emergency.

City Manager Gonzalez reported that the City is trying to take a proactive approach in responding to the pandemic; the declaration of the local emergency permitting the City to be eligible for reimbursement; and issues related to the continuing spread of the virus.

Discussion was held on what items the City may be reimbursed for; whether the City has the authority to require that local stores give out personal protection equipment to residents; and whether local businesses are lacking certain supplies.

A motion was made by Councilor Rosales to adopt Resolution No. 20-18, seconded by Councilor Mendoza; unanimously approved (4 ayes, absent: Martinez).

3. Council discussion and consideration of concerns related to COVID-19 (Novel Coronavirus).

Mayor Castro introduced the item.

- a. Receive information from Mendota United Health Center Manager Ashley Chanthaphuang

Ashley Chanthaphuang and Marilyn Rios (Mendota United Health Center) – reported on the need for individuals to not panic during this time; the importance of maintaining general hygiene practices; that certain age groups being recommended to remain at

home; precautionary protocols that the center has implemented in response to COVID-19; summarized various guidelines that the Centers for Disease Control has provided in response to COVID-19; that there are no positive cases from the clinic; and the importance of acquiring information from valid sources.

Discussion was held on how the City will be informed of any confirmed COVID-19 cases; whether the Center is able to test individuals for the virus, and the process that they follow; the purpose of face masks; the continuing spread of the virus; the means through which the virus may spread; how individuals recover from the virus; the need to protect individuals who are in particular age groups; ensuring that members of the community are aware of the precautionary measures that they should take; and whether the lack of certain medical supplies poses a significant problem.

b. Topics of discussion:

a. Mendota Unified School District precautions

Jose Ochoa (Mendota Unified School District [MUSD]) – reported that the MUSD recently made the difficult decision to close all schools; the various reasons that led to the decision; staff and administrators working to put homework packets together that will be distributed to students; the district providing meals to students on a grab-and-go basis at certain school sites during the school closure; the precautionary measures that the District is implementing; that the District does not want to be known as the one agency that contributed to the spread of the virus; that the decision that was made was made in the best interest of everyone; and that the certain MUSD administration offices will remain open.

Discussion was held on whether graduation ceremonies will be cancelled; the homework packets not containing any new curriculum; whether all MUSD staff is currently working; how the District will be addressing personnel issues that may arise; whether the District will be eligible for reimbursement from the State for certain items; and Mid Valley Disposal continuing to provide their services.

b. Potential allowance of Utility Bill Payment Plans

City Manager Gonzalez reported that the City will continue to provide utility services to residents and requested that the City Council provide direction to staff on how to the City should approach providing accommodations to residents related to utility bills.

Discussion was held on the COVID-19 pandemic will impact local employment.

Olga Valle – stated that field workers are most susceptible to the virus as they must continue to work in an environment that may not lend itself to social distancing; ensuring that workers follow precautionary guidelines; that individuals need to stay home in order to prevent the spread of the virus; and that some individuals are not taking the issue seriously.

Discussion was held on permitting staff to work with individuals on a case-by-case basis regarding utility accounts; and ensuring that City does all it can to permit individuals to not feel significant economic stress during this time.

Olga Valle – reported that certain schools are staying open, and the precautionary measures that these schools are implementing.

Discussion was held on ensuring that individuals take precautionary measures; that MUSD will be providing meals and homework for students; whether certain businesses will remain open and the voluntary precautionary measures that some are implementing; issues with price gouging in the community; and staff working with local grocery store owners regarding the issue.

Jose Meza – stated that he has two businesses in the community and inquired as to whether he can continue with his normal business activities.

Discussion was held on Mr. Meza’s businesses being able to continue their operation, but ensuring that he implements precautionary measures to reduce the potential spread of the virus; how the City will continue to provide their services; local parks staying open; and measures that the City may adopt to encourage businesses to accommodate individuals who are more at risk at acquiring the virus.

c. Status of scheduled Community Events

Mayor Castro inquired as to whether local events will be held.

Discussion was held on whether local organizations can hold food fundraisers; cancelling the Earth Day event for this year; acquiring trees for the Rojas-Pierce Park Expansion Project; and whether the Fireworks Show will be held this year.

Kevin Romero – provided information as to where individuals may report issues of price gouging.

ADJOURNMENT

With no more business to be brought before the Council, a motion for adjournment was made at 12:29 p.m. by Mayor Castro, seconded by Councilor Rosales; unanimously approved (4 ayes, absent: Martinez).

Rolando Castro, Mayor

ATTEST:

Celeste Cabrera-Garcia, City Clerk



MINUTES OF MENDOTA SPECIAL CITY COUNCIL MEETING

Special Meeting

March 20, 2020

Meeting called to order by Mayor Castro at 10:02 a.m.

Roll Call

Council Members Present: Mayor Rolando Castro, Councilors Jesus Mendoza, Joseph Riofrio, and Oscar Rosales

Council Members Absent: Mayor Pro Tem Victor Martinez

Flag salute led by Mayor Castro

FINALIZE THE AGENDA

1. Adjustments to Agenda.
2. Adoption of final Agenda.

A motion was made by Councilor Rosales to adopt the agenda, seconded by Councilor Riofrio; unanimously approved (4 ayes, absent: Martinez).

CITIZENS ORAL AND WRITTEN PRESENTATIONS

None offered.

BUSINESS

1. Council discussion and consideration of **Resolution No. 20-21**, proclaiming that water shutoff and garbage services will not be shut off and the allowance of delayed business tax payments in response to the continuing spread of COVID-19 (Novel Coronavirus).

Mayor Castro Introduced the item and City Manager Gonzalez summarized the report, including that the proposed resolution determines that the City will not shut off utility

services for lack of payment; that the City will accept delayed business tax payments; and authorizes the City Manager to extend the period of time that these determinations will be in effect.

Discussion was held on the length of time that the aforementioned determinations will be in effect; whether individuals will still be required to pay the balance that is accrued; the means through which residents may submit their utility bill payments; whether the drop box outside City Hall is secure; and whether the City is able to accept payments over the phone or online.

Cris Irene- stated that she is the owner of a local business and inquired as to how long nonessential businesses will have to be closed.

Discussion was held on how the closure of nonessential businesses will impact their economic state; the issue that was brought up by Ms. Irene being discussed under Business Item 3 of the agenda; and the provisions of the proposed resolution authorizing the City Manager to extend the temporary moratorium.

A motion was made by Councilor Rosales to adopt Resolution No. 20-21, seconded by Councilor Mendoza; unanimously approved (4 ayes, absent: Martinez).

2. Council discussion and consideration of emergency **Ordinance No. 20-03**, amending Chapter 2.44 of Title 2 of the Mendota Municipal Code to prohibit price gouging and taking unfair advantage of customers during emergencies.

Mayor Castro introduced the item and City Manager Gonzalez reported that the City of Mendota recently proclaimed a local emergency due to the continuing spread of COVID-19; the proposed ordinance setting provisions that prohibits price gouging within the City when there is a state or local emergency; explained the existing issues throughout the City relating to price gouging; and summarized the provisions of the proposed ordinance.

Discussion was held on the local store owners inquiring about the provisions of the proposed ordinance; and local business owners stating that there are acquiring items from their suppliers at a higher price, resulting in their price increases.

City Attorney Kinsey stated that the ordinance does not apply to business owners who are able to justify their price increases; and that the ordinance is being enacted to combat individuals who are taking advantage of the current situation by selling items at a significantly higher and unjustified price.

Discussion was held on how individuals can report instances of price gouging.

A motion was made by Councilor Rosales to adopt emergency Ordinance No. 20-03, seconded by Councilor Mendoza; unanimously approved (4 ayes, absent: Martinez).

3. Council discussion and consideration of emergency **Ordinance No. 20-04**, amending Chapter 2.44 of Title 2 of the Mendota Municipal Code directing all individuals living in the city to shelter at their place of residence except that they may leave to provide or receive certain essential services or engage in certain essential activities and work for essential businesses and government services; exempting individuals experiencing homelessness from the shelter in place order but urging them to find shelter and government agencies to provide it; directing all businesses and governmental agencies to cease non-essential operations at physical locations in the city; and prohibiting all non-essential gatherings of any number of individuals.

Mayor Castro introduced the item and City Attorney Kinsey reported that the proposed ordinance was modeled after the Emergency Order that the City of Fresno issued relating to the item; that Fresno's Emergency Order provided good clarification regarding which businesses could remain open and which need close; that Governor Newsom's recently issued Executive Order applies to the entire state of California and supersedes any potential municipal law, including the proposed ordinance; the City being required to follow the Governor's Executive Order; summarized the provisions of the, including that all residents of California must stay home with the exception of maintaining the continuity of operations of critical infrastructure sectors; the Order permitting the Governor to name additional critical infrastructure sections; and summarized the critical infrastructure sectors that were identified by the Order.

Discussion was held on certain types of businesses that fall under a gray area of uncertainty as to whether they may continue to operate, such as trucking businesses; the City recommending that should certain business types fall under a gray area that business owners should utilize their best judgment to determine whether their business activities should continue; the length of time that the Order will be in effect; the City taking similar actions as what the State and other cities are doing in response to COVID-19; the City potentially considering and adopting an emergency ordinance in the near future that prohibits evictions and foreclosures in the City; and the City Council potentially considering adopting other items in response to COVID-19 at a future meeting (at 10:57 Councilor Mendoza left the Council Chambers and returned at 11:00 a.m.).

Ermelinda Paez- stated that she owns a local business that offers nutritious food and inquired as to whether she will be able to provide take-out services during this time.

Discussion was held on restaurants being able to remain open if they provide take-out services.

Cris Irene – wanted clarification as to whether beauty salons needed to close under the Governor's Executive Order.

Discussion was held on beauty salons not falling under the defined critical infrastructure sectors; that other salons throughout the City and County have been suspending operations as a result of the COVID-19 pandemic; the Governor's Order being

mandatory and that all businesses in the State must comply; the Governor potentially releasing additional information that clarifies the mandatory Order; the health and safety concerns that, unfortunately, certain types of businesses present; the health and safety risk that COVID-19 poses to the California population; the need to take precautionary measures to protect the health and safety of residents; whether certain physical activities are permitted under the Order; educating the public about the Order; the impact that the COVID-19 pandemic will have on small, rural communities such as Mendota; individuals playing soccer and basketball in large groups at local parks; how to address these congregations so that they do not occur; and the continuing spread of the virus.

Olga Valle – stated that business owners should require their employees to stay home to prevent the spread of the virus; that the public will support businesses once this challenging time has passed; that individuals are not taking the pandemic seriously; commended elected officials and staff for their bravery in considering these items in response to the continuing spread of COVID-19; and requested that the City partake in stricter enforcement measures to ensure that individuals comply with the mandatory Order.

Ofelia Ochoa – thanked the City and Patricia Lyons for providing interpretation services for the meeting; supported staff's decision to close the basketball courts at local parks; the need for parents to understand that students are not at school because they need to remain at home during this time; that she noticed that local high school students were congregating outdoors; and expressed her concerns about individuals not following social distancing guidelines.

Discussion was held on the enforcement measures that the police department could conduct to educate the community regarding the Governor's mandatory Order; and encouraging residents to educate each other about the issue.

Magdalena Juarez – inquired about precautionary measures that individuals may follow to avoid acquiring the virus; and inquired as to the length of time that the Executive Order would be in effect.

Discussion was held on the continuing spread of the virus, and ways to prevent it; the statistics that exist that demonstrate how many individuals will potentially acquire the disease (at 11:50 a.m. Mayor Castro left the Council Chambers and returned at 11:51 a.m.); and the importance of educating the public about precautionary measures that they may follow.

Chief of Police Andreotti stated that the police department has placed certain restrictions on the availability of over-the-counter business that is conducted at the office; that police services throughout the city would continue; activities that the police department has conducted to respond COVID-19 issues; protocols that the department has changed regarding how the police department conducts business; urged business owners to visit their businesses to conduct site visits during the duration of their closure; and emphasized the need for businesses to work together in order to protect each other.

Discussion was held on various security measures that are available for business owners (at 12:17 p.m. Councilor Riofrio left the Council Chambers and returned at 12:22 p.m.); and an instance where individuals were congregating in front of the Town & Country liquor store.

Dino Perez – stated that Westside Youth, Inc. held its food distribution event earlier in the week and the precautionary measures that the Center implemented for the event.

Discussion was held on taking additional precautionary measures at food distribution events.

Martha Garcia – stated that she has a beauty salon and inquired as to how businesses can address their finances during this time; inquired as whether businesses owners may still tend to their businesses during their closure; and how she may report suspicious activity.

Discussion was held on the Governor's Order being in effect until further notice; potential actions that the City Council can consider and adopt to protect local residents and business owners from certain financial circumstances, such as an ordinance that prohibits evictions and foreclosures during this period; available resources for business owners; and the City Council encouraging residents to accept the seriousness of the situation and take precautionary measures.

Maria Rodriguez – inquired as to what services are available for homeless individuals.

Discussion was held on the County of Fresno taking the initiative to reach out to the homeless individuals; homeless individuals not accepting the services that are being offered to them; and how the City will educate the homeless about the Governor's Order.

Rigoberto Alvarado – stated that the agencies are disbursing resources too early and they should preserve their supplies.

Discussion was held on creating a flyer that summarizes the actions that the City has taken to address the COVID-19 pandemic (at 12:45 p.m. Councilor Rosales left the Council Chambers); and the City Council thanked the staff for their work.

Council consensus was reached to not act on Ordinance No. 20-04.

ADJOURNMENT

With no more business to be brought before the Council, a motion for adjournment was made at 12:48 p.m. by Councilor Riofrio, seconded by Councilor Mendoza; unanimously approved (3 ayes, absent: Martinez and Rosales).

Rolando Castro, Mayor

ATTEST:

Celeste Cabrera-Garcia, City Clerk



MINUTES OF MENDOTA REGULAR CITY COUNCIL MEETING

Regular Meeting

March 24, 2020

Meeting called to order by Mayor Castro at 6:04 p.m.

Roll Call

Council Members Present: Mayor Rolando Castro, Mayor Pro Tem Victor Martinez, Councilors Jesus Mendoza, Joseph Riofrio, and Oscar Rosales

Council Members Absent: None

Flag salute led by Mayor Castro

FINALIZE THE AGENDA

1. Adjustments to Agenda.
2. Adoption of final Agenda.

City Attorney Kinsey stated that staff received a request from Councilor Riofrio to add an item to the agenda to issue a direct request to the City's elected representatives for assistance to combat the COVID-19 pandemic, and stated that the City Council needed to make a finding that an emergency situation exists pursuant to the Government Code in order to add the item.

Discussion was held on numerous residents still working in the fields; and a conversation that Mayor Castro had with Representative TJ Cox regarding the purpose and the background of the proposed request.

A motion was made by Councilor Riofrio to adopt the modified agenda as requested by staff, seconded by Mayor Castro; unanimously approved (5 ayes).

CITIZENS ORAL AND WRITTEN PRESENTATIONS

City Clerk Cabrera-Garcia read a comment that she received from Mr. Jose Gonzalez inquiring as to whether the City was doing anything to provide daycare services for students that are out of school.

Discussion was held on whether daycare businesses are deemed essential under Governor Newsom's Executive Order; and the City Council passing on Mr. Gonzalez's question to Mendota Unified School District Superintendent Lopez.

APPROVAL OF MINUTES AND NOTICE OF WAIVING OF READING

1. Minutes of the regular City Council meeting of March 10, 2020.
2. Notice of waiving of the reading of all resolutions and/or ordinances introduced and/or adopted under this agenda.

A motion was made by Mayor Pro Tem Martinez to approve items 1 and 2, seconded by Councilor Mendoza; approved (5 ayes).

CONSENT CALENDAR

1. MARCH 10, 2020 THROUGH MARCH 19, 2020
WARRANT LIST CHECKS NO. 46567 THROUGH 46613
TOTAL FOR COUNCIL APPROVAL = \$483,611.00
2. Proposed adoption of **Resolution No. 20-15**, directing the City Manager to execute the documents necessary to participate in the Fresno County Joint Powers Agreement to receive Community Development Block Grant Funds.
3. Proposed adoption of **Resolution No. 20-16**, approving the application for grant funds from the Urban Flood Protection Grant Program.
4. Proposed adoption of **Resolution No. 20-19**, authorizing application for, and receipt of, Senate Bill 2 Planning Grant Program Funds.
5. Proposed adoption of **Resolution No. 20-20**, approving a contract with Provost & Pritchard Consulting Group to provide Proposition 68 grant writing technical assistance for the City of Mendota Stormwater Improvement Project.

Discussion was held on warrant no. 46585, and which City fund was used to pay for the item.

A motion was made by Mayor Pro Tem Martinez to approve items 1 through 5, seconded by Councilor Riofrio; unanimously approved (5 ayes).

BUSINESS

1. Council discussion and consideration of **Resolution No. 20-17**, approving a Construction Installment Sale Agreement with the California State Water Resources Control Board, authorizing the execution and delivery of said agreement, and authorizing certain other actions in connection therewith.

Mayor Castro introduced the item and Finance Officer Diaz summarized the report including that the agreement authorizes the purchase of automatic water meters for the Automatic Water Meter project.

Discussion was held on the total costs of the project; a potential clerical error in the agreement; the timeline of the project; how the number of meters that the City will be provided was determined; and the types of meters.

A motion was made by Mayor Pro Tem Martinez to adopt Resolution No. 20-17, seconded by Councilor Rosales; unanimously approved (5 ayes).

PUBLIC HEARING

1. Public hearing and proposed adoption of **Ordinance No. 20-01**, amending Title 10, Chapter 10.12 of the Mendota Municipal Code to prohibit stopping, standing, and parking of vehicles in specified places.

Mayor Castro introduced the item and City Attorney Kinsey summarized the report including the provisions of the ordinance addressing vehicle parking where it would pose a health and safety issue (at 6:20 p.m. Mayor Pro Tem Martinez left the Council Chambers and returned at 6:21 p.m.).

Discussion was held on the wording of the ordinance.

At 6:20 p.m. Mayor Castro opened the hearing to the public and, hearing no one present willing to comment, closed it in that same minute.

A motion was made by Mayor Pro Tem Martinez to adopt Ordinance No. 20-01, seconded by Councilor Rosales; unanimously approved (5 ayes).

2. Public hearing and proposed adoption of **Ordinance No. 20-02**, amending Title 10, Chapter 10.20 of the Mendota Municipal Code regarding washing, repairing, or greasing vehicles.

Mayor Castro introduced the item and City Attorney Kinsey summarized the report including the provisions of the ordinance prohibiting the washing, repairing, or greasing of vehicles on public property and right-of-way.

Discussion was held on the enforcement of the provisions of the ordinance.

At 6:24 p.m. Mayor Castro opened the hearing to the public.

Jose Gonzalez – inquired as to how the provisions of the ordinance would affect car wash fundraisers.

Discussion was held on where these activities would be prohibited.

At 6:25 p.m. Mayor Castro closed the hearing to the public.

A motion was made by Councilor Rosales to adopt Ordinance No. 20-02, seconded by Councilor Riofrio; unanimously approved (5 ayes).

3. Council discussion and consideration of emergency **Ordinance No. 20-05**, amending Chapter 13.12 of Title 13 of the Mendota Municipal Code to halt the accrual of additional charges on utility bills during emergencies.

Mayor Castro introduced the item and City Attorney Kinsey summarized the report including the provisions of the ordinance providing residents with temporary relief of the additional charges imposed on the utility bills during emergencies.

Discussion was held on providing clarification for the public that late fees will not be accrued during the ongoing emergency related to COVID-19.

At 6:28 p.m. Mayor Castro opened the hearing to the public and, hearing no one present willing to comment, closed it in that same minute.

A motion was made by Mayor Pro Tem Martinez to adopt Ordinance No. 20-05, seconded by Councilor Riofrio; unanimously approved (5 ayes).

4. Council discussion and consideration of emergency **Ordinance No. 20-06**, amending Chapter 2.44 of Title 2 of the Mendota Municipal Code to prohibit evictions and foreclosures in response to the COVID-19 pandemic emergency.

Mayor Castro introduced the item and City Attorney Kinsey summarized the report including the provisions of the ordinance placing a moratorium on residential and commercial evictions and foreclosures; the process that tenants must follow per the ordinance; the length of time that these provisions will be in effect and the circumstances under which they may be extended; and that tenants must provide documentation to their landlords to demonstrate their inability to pay their rent.

Discussion was held on what documentation that tenants need to provide; the City providing information to residents and landlords about the ordinance; who the provisions apply to; issues with subleasing and potential protections for those tenants; the expiration date for the provisions; disputes between tenants and landlords being a civil matter; a similar ordinance not being approved at the County level; and the ordinance being valid in the jurisdictional boundaries of the City.

At 6:43 p.m. Mayor Castro opened the hearing to the public.

Joseph Amador – inquired as to whether the Council discussed the item with other agencies and organizations.

Discussion was held on how the COVID-19 pandemic has impacted the community; and an Executive Order that was passed by Governor Newsom that provides legal protections for the ordinance.

At 6:46 p.m. Mayor Castro closed the hearing to the public.

A motion was made by Councilor Rosales to adopt Ordinance No. 20-05, seconded by Mayor Pro Tem Martinez; unanimously approved (5 ayes).

5. Council discussion and consideration of **Resolution No. 20-22**, approving a direct request for State and Federal aid in response to the continuing COVID-19 outbreak.

Mayor Castro introduced the item and City Attorney Kinsey reported that the proposed resolution was added to the agenda at the beginning of the meeting; the included letter serving as a direct request for State and Federal aid; and the Council being able to direct staff to refine the letter to include specific requests that will be beneficial to the City.

Discussion was held on incorporating specific requests into the letter, and the substance of these requests.

At 7:01 p.m. Mayor Castro opened the hearing to the public.

Jose Gonzalez – stated that it is important that agricultural businesses provide personal protective gear to their employees.

At 7:02 p.m. Mayor Castro closed the hearing to the public.

A motion was made by Councilor Rosales to adopt Resolution No. 20-22, seconded by Councilor Riofrio; unanimously approved (5 ayes).

DEPARTMENT REPORTS AND INFORMATIONAL ITEMS

1. Finance Officer
 - a) Grant Update

Finance Officer Diaz provided her report.

2. City Attorney

Nothing to report.

3. City Manager

City Manager Gonzalez provided an update on the statistics of the COVID-19 outbreak; information regarding the extent of the medical equipment that is available throughout Fresno County; and that the City was able to receive personal protection supplies via the police department.

Mayor Castro thanked the police department and healthcare employees for their work in their effort in minimizing the spread of COVID-19.

MAYOR AND COUNCIL REPORTS AND INFORMATIONAL ITEMS

1. Council Member(s)

Councilor Mendoza inquired as to whether the police department is enforcing the provisions of Governor Newsom's Executive Order; questions he has received regarding nonessential businesses being open; and emphasized the importance of educating the public regarding precautionary measures.

Councilor Rosales commented on the poor condition of Black Street.

Discussion was held on the staff contacting the contractor to repair the street; a vendor that is performing water tests; and the status of a foreclosure case in the City.

Councilor Riofrio commented on a news article where he was quoted incorrectly; and the closure of his Pool Hall in response of COVID-19.

Mayor Pro Tem Martinez commented on the ongoing COVID-19 outbreak.

Discussion was held on requesting that business owners implement precautionary measures to avoid the spread of COVID-19.

2. Mayor

Nothing to report.

ADJOURNMENT

With no more business to be brought before the Council, a motion for adjournment was made at 7:37 p.m. by Councilor Rosales, seconded by Councilor Mendoza; unanimously approved (5 ayes).

Rolando Castro, Mayor

ATTEST:

Celeste Cabrera-Garcia, City Clerk



MINUTES OF MENDOTA SPECIAL CITY COUNCIL MEETING

Special Meeting

April 2, 2020

Meeting called to order by Mayor Castro at 10:04 a.m.

Roll Call

Council Members Present: Mayor Rolando Castro, Mayor Pro Tem Victor Martinez (via telephone), Councilors Jesus Mendoza, Joseph Riofrio, and Oscar Rosales

Council Members Absent: None

Flag salute led by Mayor Castro

FINALIZE THE AGENDA

1. Adjustments to Agenda.
2. Adoption of final Agenda.

A motion was made by Councilor Rosales to adopt the agenda, seconded by Councilor Mendoza; unanimously approved (5 ayes).

CITIZENS ORAL AND WRITTEN PRESENTATIONS

None offered.

BUSINESS

1. Council discussion and consideration of **Resolution No. 20-23**, closing public parks within the City's limits to the public in response to the continuing COVID-19 pandemic emergency.

Mayor Castro introduced the item and City Manager Gonzalez reported that the resolution would close all parks and City facilities within the City limits.

Discussion was held on whether the park restrooms would be closed; the positive impact that the resolution's provisions will have on the City's efforts to prevent the spread of COVID-19; issues with individuals not complying with existing orders or not taking precautions to prevent the spread of the disease; whether the order will apply to all parks, including Pool Park; how the provisions of the resolution will be enforced; whether fishing is currently permitted; the City requesting that other agencies assist the police department in ensuring that individuals abide by existing regulations related to the Coronavirus; whether the portable restrooms at Lindgren-Lozano Park will be removed; individuals illegally playing soccer at school facilities; whether the City could allocate additional funding to provide for overtime for police officers or to acquire private security; and the personnel of the police department.

At 10:26 a.m. Mayor Castro opened the hearing to the public and, hearing no one present willing to comment, closed it in that same minute.

A motion was made by Councilor Rosales to adopt Resolution No. 20-23, seconded by Councilor Riofrio; unanimously approved (5 ayes).

2. Council discussion and consideration of emergency **Ordinance No. 20-08**, amending Chapter 2.44 of Title 2 of the Mendota Municipal Code to provide for administrative fines on persons using closed City Parks and Facilities during the COVID-19 pandemic emergency.

Mayor Castro introduced the item and City Manager Gonzalez reported that the proposed ordinance would provide for administrative fines for individuals who visit the parks after they are officially closed.

Discussion was held on whether juveniles will be cited; the possibility of officers citing individuals who do not comply with currently existing regulations; the ordinance being specifically for park violations; how the officers respond to COVID-19 issues; ongoing violations of existing ordinances and orders related to COVID-19; ensuring that the public receives information about COVID-19 regulations, and that such information is also provided in Spanish; how individuals may report violations to the California Highway Patrol and the Fresno County Sheriff's Office; and instances where certain information regarding COVID-19 may induce fear and panic in community members.

At 10:53 a.m. Mayor Castro opened the hearing to the public.

Arturo Hernandez – inquired as to how to limit the number of customers at stores.

Discussion was held on speaking on the item at a later portion of the meeting.

At 10:55 a.m. Mayor Castro closed the hearing to the public.

A motion was made by Councilor Riofrio to adopt Ordinance No. 20-08, seconded by Councilor Mendoza; unanimously approved (5 ayes).

3. Council discussion and consideration of emergency **Ordinance No. 20-07**, amending Chapter 2.44 of Title 2 of the Mendota Municipal Code to provide for administrative fines on persons and non-essential businesses acting in direct contravention of the Statewide Shelter in Place Order issued in response to the COVID-19 pandemic emergency.

Mayor Castro introduced the item and City Manager Gonzalez reported that the ordinance would establish fines for nonessential businesses and individuals who congregate and are in direct contravention of Governor Newsom's Executive Order N-33-20.

Discussion was held on whether nonessential businesses may engage in transactions outside of the physical place of business; the types of businesses that are considered essential and may remain open; staff working with the Fresno County Department of Public Health and other agencies to inquire as to whether certain businesses, such as itinerant food vendors, may operate during this time, and the precautions that they must follow; ways to establish additional provisions to regulate certain business activities, such as itinerant food vendors; additional measures that the City can implement to prevent the spread of COVID-19 in the community; local stores not implementing precautionary measures to protect consumers and employees from the disease, and the possibility of requiring stores to follow specified regulations; and the work that the City Manager has done to respond to the issue.

At 11:25 a.m. Mayor Castro opened the hearing to the public.

Dino Perez – expressed his gratitude and happiness with the City Council for their efforts in making the community safer; reported that Westside Youth, Inc. has closed for the time being and has ceased all other activities with the exception of their food giveaway; guidelines that the center must follow in order to have the food giveaway; the need to educate the public about COVID-19 and precautionary measures that they must take to prevent the spread of the disease; and inquired as to the possibility of the center holding its open market if only essential vendors are present.

Discussion was held on the status of farmer's markets throughout Fresno County, and Mr. Perez speaking with City staff regarding the issue.

Sergio Valdez – stated that he agrees with the actions that the City Council is considering taking; an individual who is hosting soccer practices throughout school facilities without permission; and Mendota Youth Recreation's efforts to acquire supplies for local senior residents.

Julie – stated that certain stores are not having grocery specials and shared her concerns about price gouging.

Discussion was held on potential reasons for price increases at grocery stores, and the means through which individuals may report instances of price gouging.

Fabian – inquired as to a comment that the Mayor Castro made at a previous Mendota Unified School District Board of Trustees meeting that was recently held.

Mayor Castro provided clarification on the comment he made.

At 11:40 a.m. Mayor Castro closed the hearing to the public.

A motion was made by Councilor Riofrio to adopt Ordinance No. 20-07, seconded by Councilor Rosales; unanimously approved (5 ayes).

4. Council discussion only on potential additional actions concerning the City of Mendota's response to the COVID-19 pandemic emergency, including curfews.

Mayor introduced the item and City Attorney Kinsey provided his report including the item being an opportunity for the City Council to provide direction to staff regarding additional actions they would like to take in response to COVID-19; legal issues surrounding imposing a City-wide curfew, and the very narrow means of which they may be crafted; other laws that the officers can rely on to question certain actions of the public; staff not recommending a curfew at this time; and described other measures that the City can enact to ensure a more stricter response to the local emergency.

Discussion was held ensuring the safety of community residents and first responders; the possibility of imposing a curfew for businesses; the reasons as to why some stores voluntarily close earlier; and taking a proactive approach when it comes to requiring that essential businesses and residents undertake precautionary measures.

Sergio Valdez – commented on the lack of medical facilities that are open late hours, and the potential need for parents to visit a store for emergency supplies at night.

Discussion was held on what other cities are doing in response to limiting the hours of operation for businesses.

Perla – inquired as to whether individuals would receive a notice that describes the regulations related to mandatory closing time for businesses; and whether businesses may operate after the mandatory closing time under certain circumstances.

Sergio Valdez – inquired as to whether certain business activities can be limited during a particular time, such as liquor sales.

Discussion was held on limitations on imposing regulations on certain business activities; ensuring that individuals who are not outdoors conducting essential activities stay home; the proposed shut-off time and open-time for certain businesses; ways to impose precautionary restrictions for certain essential businesses, such as grocery stores and itinerant food vendors; various methods that available to educate the public regarding preventative measures; issues with individuals not complying with social distancing

regulations; establishing additional orders in response to COVID-19 via an Emergency Order by the Director of Emergency Services; and the various provisions that the proposed order will have, including regulations concerning mandatory business hours for essential businesses, and policies that businesses must comply with to prevent the spread of COVID-19.

Council consensus was reached to direct staff to prepare an Emergency Order that imposes additional orders in response to COVID-19.

City Manager Gonzalez deferred to Battalion Chief Raines who provided information on the activities of Fire Station 96 during the state and local emergency concerning COVID-19.

Discussion was held on whether there are any confirmed cases of COVID-19 in the City.

City Manager Gonzalez read an email from Mendota United Health Center Manager Ashley Chanthaphuang into the record.

Discussion was held on ensuring that everyone take precautionary measures seriously.

ADJOURNMENT

With no more business to be brought before the Council, a motion for adjournment was made at 12:32 p.m. by Councilor Riofrio, seconded by Councilor Rosales; unanimously approved (4 ayes, absent: Martinez).

Rolando Castro, Mayor

ATTEST:

Celeste Cabrera-Garcia, City Clerk

CITY OF MENDOTA
CASH DISBURSEMENTS
3/24/2020 - 4/6/2020
Check# 46614 - 46677

| Date | Check # | Amount | Vendor | Department | Description |
|----------------|---------|-------------|----------------------------------|-----------------------------|---|
| March 24, 2020 | 46614 | \$323.96 | ADT SECURITY SERVICES | GENERAL-WATER | SECURITY SERVICES 4/1/2020-6/30/2020 - ROJAS-PIERCE PARK, 4/3/2020-5/2/2020 COMMUNITY CENTER, & 4/4/2020-5/3/2020 WTP |
| March 24, 2020 | 46615 | \$22,669.01 | AETNA LIFE INSURANCE | GENERAL | MEDICAL INSURANCE FOR APRIL 2020 |
| March 24, 2020 | 46616 | \$24,396.07 | PG&E | GENERAL-WATER-SEWER-STREETS | CITY WIDE UTILITIES 2/13/2020-3/15/2020 |
| March 24, 2020 | 46617 | \$194.36 | PITNEY BOWES INC | GENERAL-WATER-SEWER | POSTAGE METER RENTAL 4/1/2020-6/30/2020 |
| March 24, 2020 | 46618 | \$1,020.99 | PURCHASE POWER | GENERAL-WATER-SEWER | POSTAGE METER REFILL 3/12/2020 |
| March 24, 2020 | 46619 | \$331.73 | UNION PACIFIC RAILROAD COMPANY | STREETS | PUBLIC ROADWAY ENCROACHMENT - APRIL 2020 |
| March 31, 2020 | 46620 | \$839.72 | A-1 NATIONAL FENCE | SEWER | POND BASIN - 50'X6' HIGH 9 BEIGE PRIVACY CHAIN LINK FENCE |
| March 31, 2020 | 46621 | \$3,000.00 | ADMINISTRATIVE SOLUTIONS | GENERAL | MEDICAL CHECK RUN 3/26/2020 |
| March 31, 2020 | 46622 | \$249.15 | ALERT-O-LITE | WATER-SEWER | (17) SAFETY VEST ORANGE OR LIME (MEDIUM, LARGE, X-LARGE, AND XX-LARGE) |
| March 31, 2020 | 46623 | \$158.55 | AMERIPRIDE SERVICES INC | GENERAL-WATER-SEWER | PUBLIC WORKS UNIFORM SERVICES WEEK 3/19/2020 & 3/26/2020 |
| March 31, 2020 | 46624 | \$554.54 | AT&T | GENERAL-WATER-SEWER | CITY WIDE TELEPHONE SERVICES 2/25/2020 - 3/24/2020 |
| March 31, 2020 | 46625 | \$581.44 | AT&T MOBILITY | GENERAL | POLICE DEPARTMENT CELL PHONE SERVICES 3/19/2020 |
| March 31, 2020 | 46626 | \$3,750.00 | BADGER METER | WATER | NEW AUTOMATED METER (1) BEACON 001 (1) BEACON 022 & BEACON ACTIVITY AND ENGAGE FEE |
| March 31, 2020 | 46627 | \$1,040.63 | BSK ASSOCIATES | WATER-SEWER | (3) GENERAL EDT WEEKLY TREATMENT & DISTRIBUTION (3) MONTHLY WASTEWATER WW MONTHLY (WEEK 1 & WEEK 2-5) |
| March 31, 2020 | 46628 | \$2,185.39 | BSN SPORTS INC | GENERAL | (2) GARED REGULATION SZ ACRYLIC BACKBOARDS - PARKS |
| March 31, 2020 | 46629 | \$68,651.00 | CSJVRMA | GENERAL | 2019/2020 4TH QUARTER - LIABILITY PROGRAM AND WORKERS COMPENSATION PROGRAM |
| March 31, 2020 | 46630 | \$672.00 | CENTRAL VALLEY TOXICOLOGY | GENERAL | (6) ABUSE SCREEN (5) ETHYL ALCOHOL ABUSE (5) DRUG CONFIRMATION (1) SINGLE DRUG TEST (PD) |
| March 31, 2020 | 46631 | \$658.43 | CORBIN WILLITS SYS INC | GENERAL-WATER-SEWER | ENHANCEMENT & SERVICE FEES MOM SYSTEM APRIL 2020 |
| March 31, 2020 | 46632 | \$337.19 | CROWN SERVICES CO | GENERAL-SEWER | (5) TOILET 1XWK & RENT FOR POOL PARK, WWTP, LOZANO PARK, AND POLICE DEPARTMENT - SINCE BEEN REMOVED DUE TO COVID 19 |
| March 31, 2020 | 46633 | \$3,107.35 | CROMER MATERIAL HANDLING | GENERAL | (1) 40 FT STORAGE CONTAINER #LAWU950381 - 2 & DELIVERY |
| March 31, 2020 | 46634 | \$812.00 | CITY OF FRESNO POLICE DEPARTMENT | GENERAL | PERISHABLE SKILLS PROGRAM 5/5/2020 - 5/7/2020 (2 OFFICERS) - PD |
| March 31, 2020 | 46635 | \$282.86 | HARBOR FREIGHT TOOLS | GENERAL | (1) LOW PRO JACK (1) 1/2 IN DEEP IMPACT (1) 13PC IMPACT |
| March 31, 2020 | 46636 | \$90.49 | J.P. COOKE RABIES & LICENSE TAGS | GENERAL | (100) CALIFORNIA GOLD FY 20/21 DOG LICENSE, TAGS, & RECEIPT BOOK |
| March 31, 2020 | 46637 | \$87.12 | JORGENSEN & COMPANY | GENERAL-WATER-SEWER | (20) SAFETY GLASSES (5) JUMBO GLASSES CLR (10) GREY GLASSES |
| March 31, 2020 | 46638 | \$506.00 | SIMPLOT CROWER SOLUTIONS | GENERAL-WATER-SEWER | (.92) TRUE ORGANIC FERTILIZER |
| March 31, 2020 | 46639 | \$640.00 | KERWEST NEWSPAPER | GENERAL-WATER-SEWER | (6) HELP WANTED PART-TIME ADMINISTRATIVE ASSISTANT (8) CONSIDER ADOPTION ORDINANCE 20-02 CHAPTER 10.20 |

CITY OF MENDOTA
CASH DISBURSEMENTS
3/24/2020 - 4/6/2020
Check# 46614 - 46677

| | | | | | |
|----------------|-------|-------------|------------------------------------|---------------------|---|
| March 31, 2020 | 46640 | \$332.00 | JENNIFER LEKUMBERRY | GENERAL | EDUCATION REIMBURSEMENT FY 19/20 3 OF 3 |
| March 31, 2020 | 46641 | \$413.56 | PATRICIA LYONS | GENERAL-WATER-SEWER | OVER THE PHONE INTERPRETING - COVID 19 3 HRS FOR CC MEETING AND CC MEETING MILEAGE 96 MILES 1/14/2020, 1/28/2020, & 2/25/2020 |
| March 31, 2020 | 46642 | \$500.01 | METRO UNIFORM | GENERAL | COVID-19 PREP - (2) STINGER BATTERY (2) HANDCUFF (6) CR123 |
| March 31, 2020 | 46643 | \$2,051.22 | MUTUAL OF OMAHA | GENERAL | LIFE AD&D LTD AND STD INSURANCE FOR APRIL 2020 |
| March 31, 2020 | 46644 | \$1,014.72 | NORTHSTAR CHEMICAL | WATER | (490 GAL) SODIUM HYPOCHLORITE - 12.5 MILL |
| March 31, 2020 | 46645 | \$92.98 | ODOGA ENTERPRISES | GENERAL | (1) VT55LP NEC PROTECTOR LAMP - FOR COUNCIL CHAMBERS |
| March 31, 2020 | 46646 | \$447.65 | OFFICE DEPOT | GENERAL-WATER-SEWER | MULTIPLE DEPARTMENT OFFICE SUPPLIES |
| March 31, 2020 | 46647 | \$41,596.99 | PROVOST & PRITCHARD | WATER | PROFESSIONAL SERVICES MOWRY BRIDGE FINAL DESIGN - FEBRUARY 2020 |
| March 31, 2020 | 46648 | \$146.30 | PROFORCE LAW ENFORCEMENT | GENERAL | COVID-19 (25) DEF 12 GAL STBLZD IMPACT ROUND (PD) |
| March 31, 2020 | 46649 | \$1,366.38 | R&B COMPANY | WATER | (20) 6 DR PVC PIPE (2) 6 ROMAC MACRO (2) 8 ROMAC MAC |
| March 31, 2020 | 46650 | \$20.46 | R.G. EQUIPMENT COMPANY | GENERAL | (1) BLADE RECYCLER 60" DECK |
| March 31, 2020 | 46651 | \$1,778.13 | BANKCARD CENTER | GENERAL | CREDIT CARD EXPENSES - 3/2/2020 - 3/16/2020 - CC MEETING MEAL, OFFICE SUPPLIES- WALMART, AMAZON-CAMERAS, COVID 19 SUPPLIES |
| March 31, 2020 | 46652 | \$1,115.00 | TECH MASTER PEST MANAGEMENT | GENERAL-WATER-SEWER | GENERAL PEST CONTROL SERVICES - PUBLIC WORKS, WATER PLANT, SENIOR CENTER, COMMUNITY CENTER, POLICE DEPARTMENT, & POUND |
| March 31, 2020 | 46653 | \$298.12 | TRIANGLE ROCK PRODUCTS LLC | STREETS | (4.16) ST 3/8 CM SC3000 AGG & ASPHALT - STREET PATCHING |
| March 31, 2020 | 46654 | \$110.02 | UNIFIRST CORPORATION | GENERAL-WATER-SEWER | JANITORIAL SERVICES - (6) RUGS (1) WET & DRY (100) TERRY CLOTHES |
| April 1, 2020 | 46655 | \$92,248.00 | WESTAMERICA BANK | GENERAL | PAYROLL TRANSFER 3/16/2020 - 3/29/2020 |
| April 3, 2020 | 46656 | \$302.70 | ADT SECURITY SERVICES | GENERAL-WATER-SEWER | SECURITY SERVICES 4/13/2020 - 5/12/2020 CITY HALL, EDD, & DMV |
| April 3, 2020 | 46657 | \$1,926.90 | AUTOMATED OFFICE SYSTEMS | GENERAL-WATER-SEWER | MAINTENANCE CONTRACT COPIER SERVICES FOR MARCH 2020 - CITY HALL AND POLICE DEPARTMENT |
| April 3, 2020 | 46658 | \$56.00 | CALIFORNIA DEPARTMENT OF TAX & FEE | GENERAL-WATER-SEWER | USE TAX FOR 2019 (ITEMS PURCHASED WITHOUT PAYING SALES TAX) |
| April 3, 2020 | 46659 | \$3,109.50 | CENTRAL VALLEY VETERINARY CLINIC | GENERAL | (4.5 HR) VACCINE CLINIC FOR 197 RABIES SHOTS AND 189 CANINE BOOST DTAP SHOTS, (6) ANIMAL CONTROL EUTHANASIA |
| April 3, 2020 | 46660 | \$379.00 | CIRCUS ROYAL SPECTACULAR | GENERAL | REFUND - TENT INSPECTION, NOISE PERMIT, AND BUSINESS LICENSE |
| April 3, 2020 | 46661 | \$154.50 | CORELOGIC INFORMATION | GENERAL-WATER-SEWER | REALQUEST SERVICES FOR MARCH 2020 |
| April 3, 2020 | 46662 | \$297.29 | DATAMATIC, INC | WATER | MONTHLY SOFTWARE LICENSE & SERVICES MAINTENANCE FEE - MAY 2020 |
| April 3, 2020 | 46663 | \$97.17 | HR DIRECT | GENERAL-WATER-SEWER | (1) ENGLISH CA MISC STATE/FEDERAL/LOCAL LAWS POSTER |
| April 3, 2020 | 46664 | \$4,879.11 | ICAD INC | WATER | PROVIDE SERVICE AND MATERIALS TO UPGRADE PRISON PLC |
| April 3, 2020 | 46665 | \$300.00 | LEXIS NEXIS | GENERAL-WATER-SEWER | SUBSCRIPTION SERVICES FOR MARCH 2020 |

CITY OF MENDOTA
 CASH DISBURSEMENTS
 3/24/2020 - 4/6/2020
 Check# 46614 - 46677

| | | | | | |
|---------------|-------|--------------|-----------------------------|---------------------|---|
| April 3, 2020 | 46666 | \$211.98 | RAMON'S TIRE & AUTO SERVICE | GENERAL-WATER-SEWER | MULTIPLE DEPARTMENT TIRE REPAIR OR REPLACEMENT - (4) REPAIR/ INSIDE PATCHING (1) TIRE REPLACEMENT |
| April 3, 2020 | 46667 | \$125.00 | RIGHT NOW PHLEBOTOMY | GENERAL | (1) BLOOD RAW CASE# 20-0786 (PD) |
| April 3, 2020 | 46668 | \$19.95 | SEBASTIAN | GENERAL | SECURITY SERVICES 3/21/2020 - 4/20/2020 (PD) |
| April 3, 2020 | 46669 | \$107.96 | KEVIN SMITH | GENERAL | EXPENSE REIMBURSEMENT - PRESSURE WASHER FOR DOG POUND KENNELS |
| April 3, 2020 | 46670 | \$194.85 | TCM INVESTMENTS | GENERAL | MPC3503 LEASE PAYMENT FOR COPIER (PD) |
| April 3, 2020 | 46671 | \$1,147.25 | TELSTAR INSTRUMENTS, INC | WATER-SEWER | WTP & WWTP ANNUAL CALIBRATION - HOURS AND TEST EQUIPMENT |
| April 3, 2020 | 46672 | \$63.00 | WECO | GENERAL-WATER-SEWER | RENT CYL ACETYLENE #4, OXYGEN D&K FOR MARCH 2020 |
| April 3, 2020 | 46673 | \$150.00 | BEATRIZ DE AND PEREZ | WATER | MQ CUSTOMER REFUND FOR DE 0014 |
| April 3, 2020 | 46674 | \$92.00 | WILLIAM L LOUIE | WATER | MQ CUSTOMER REFUND FOR LOU0001 |
| April 3, 2020 | 46675 | \$25.61 | JOSUE URIAS | WATER | MQ CUSTOMER REFUND FOR MOR0063 |
| April 6, 2020 | 46676 | \$282,285.85 | AVISON CONSTRUCTION | GENERAL | ROJAS-PIERCE PARK EXPANSION PROJECT 2/15/2020 - 3/23/2020 PAYMENT #5 |
| April 6, 2020 | 46677 | \$514.11 | CAMCO | SEWER | (1)SPRAY RIG PUMP - GEARBOX 5HP ENGINE REPAIRS |
| April 9, 2020 | 46678 | \$100,706.75 | KSA REALTY INVESTMENTS LLC | IMPACT FEES | PER DEVELOPMENT AGREEMENT - ROUNDABOUT ENGINEERING SERVICES BY PETERS ENGINEERING |
| | | \$677,494.04 | | | |

AGENDA ITEM – STAFF REPORT

TO: HONORABLE MAYOR AND COUNCILMEMBERS
FROM: NANCY M. DIAZ, FINANCE OFFICER
VIA: CRISTIAN GONZALEZ, CITY MANAGER
SUBJECT: RESOLUTION NO. 20-24 DESIGNATION OF AUTHORIZED AGENT FOR NON-STATE AGENCIES
DATE: APRIL 14, 2020

ISSUE

Should the City Council adopt Resolution No. 20-24 designation of authorized agent for non-state agencies?

BACKGROUND

In accordance with section 502 of the Robert T. Stafford Disaster Relief and Emergency Assistance Act, eligible emergency protective measures taken to respond to the COVID-19 emergency at the direction or guidance of public health officials may be reimbursed under Category B of Federal Emergency Management Agency (FEMA) Public Assistance Program.

Under the COVID-19 Emergency Declaration, FEMA may provide assistance for emergency protective measures including, but not limited to, the following:

- Management, control and reduction of immediate threats to public health and safety
- Emergency medical care
- Household pet sheltering and containment actions related to household pets in accordance with CDC guidelines
- Purchase and distribution of food, water, ice, medicine and other consumable supplies, to include personal protective equipment and hazardous material suits Movement of supplies and persons
- Communications of general health and safety information to the public
- Reimbursement for state, tribe, territory and/or local government force account overtime costs

ANALYSIS

The Governor's Office of Emergency Services (CalOES) requires the governing body of a public entity to designate an authorized agent to provide to the CalOES office for all matters pertaining to such state disaster assistance the assurances and agreements required.

This designation must be in the form of an adopted resolution and to include the option of 1) a universal resolution to be effective for future disasters up to three (3) years from the approved resolution or 2) a disaster specific resolution and is effective for only a specific disaster number. Staff will be recommending option 1.

FISCAL IMPACT

FEMA will reimburse 75% of all submitted expenditures for COVID-19.

RECOMMENDATION

Staff recommends the City Council to approve Resolution No. 20-24 designation of authorized agent for non-state agencies.

Attachments:

Resolution No. 20-24

**BEFORE THE CITY COUNCIL
OF THE
CITY OF MENDOTA, COUNTY OF FRESNO**

**A RESOLUTION OF THE CITY COUNCIL
OF THE CITY OF MENDOTA DESIGNATING
CITY MANAGER AS AUTHORIZED AGENT
FOR NON-STATE AGENCIES**

RESOLUTION NO. 20-24

WHEREAS, in accordance with Section 502 of the Robert T. Stafford Disaster Relief and Emergency Assistance Act, eligible emergency protective measures taken to respond to the COVID-19 emergency at the direction or guidance of public health officials may be reimbursed under Category B of Federal Emergency Management Agency (FEMA) Public Assistance Program; and

WHEREAS, the City of Mendota is eligible to apply for this assistance and file an application with the California Governor’s Office of Emergency Services for the purpose of obtaining certain federal financial assistance under Public Law 93-288 as amended by the Robert T. Stafford Disaster Relief and Emergency Assistance Act of 1988; and

WHEREAS, the City of Mendota, a public entity established under the laws of the State of California, hereby authorizes its agent to provide the assurances and agreements required to the Governor’s Office of Emergency Services for all matters pertaining to such state disaster assistance.

NOW, THEREFORE, BE IT RESOLVED, that the City Council of the City of Mendota hereby approves the following:

1. Appoints the City Manager as the City of Mendota’s authorized agent to execute all required documents for and on behalf of the City of Mendota.
2. This is a universal resolution and is effective for all open and future disasters occurring up to three (3) years following the date of approval below.

ATTEST:

Rolando Castro, Mayor

I, Celeste Cabrera-Garcia, City Clerk of the City of Mendota, do hereby certify that the foregoing resolution was duly adopted and passed by the City Council at a regular meeting of said Council, held at the Mendota City Hall on the 14th day of April, 2020, by the following vote:

AYES:
NOES:
ABSENT:
ABSTAIN:

Celeste Cabrera-Garcia, City Clerk

**BEFORE THE CITY COUNCIL
OF THE
CITY OF MENDOTA, COUNTY OF FRESNO**

**A RESOLUTION OF THE CITY COUNCIL
OF THE CITY OF MENDOTA RATIFYING
EMERGENCY ORDER NOS. 20-01, 20-02,
20-03 ISSUED IN RESPONSE TO THE
CONTINUING COVID-19 PANDEMIC
EMERGENCY**

RESOLUTION NO. 20-25

WHEREAS, the City of Mendota (“City”) is empowered to protect the health and safety of its citizens; and

WHEREAS, on March 4, 2020, Governor Newsom declared a State of Emergency due to the outbreak and spread of COVID-19 (Novel Coronavirus); and

WHEREAS, on March 15, 2020, the County of Fresno declared a State of Emergency in response to the continuing spread of COVID-19; and

WHEREAS, at the City of Mendota’s March 16, 2020, Special City Council Meeting, the City Council adopted Resolution No. 20-18, proclaiming a local emergency in response to the continuing spread of COVID-19; and

WHEREAS, pursuant to Governor Newsom’s Executive Order N-33-20, signed March 19, 2020, all residents of the City of Mendota have been directed to “immediately heed the current State public health directives ... [which] are consistent with the March 19, 2020, Memorandum of Identification of Essential Critical Infrastructure Workers During COVID-19 Response, found at: <https://covid19.ca.gov/>”; and

WHEREAS, Executive Order N-33-20 also requires “all individuals living in the State of California to stay home or at their place of residence except as needed to maintain continuity of operations of the federal critical infrastructure sectors, as outlined at <https://www.cisa.gov/identifying-critical-infrastructure-during-covid-19>”; and

WHEREAS, as of April 5, 2020, there were 13,438 positive cases of COVID-19 in California, 108 positive cases with one (1) death in Fresno County, and 319 deaths statewide with public health officials expecting the number of cases to increase; and

WHEREAS, on April 3, 2020, the City Manager, acting as the Director of Emergency Services pursuant to Mendota Municipal Code (“MMC”) Section 2.44.050 and by the powers vested in him by MMC Section 2.44.060 and Resolution No. 20-18, signed Emergency Order No. 20-01; and

WHEREAS, Emergency Order No. 20-01, attached hereto as Exhibit “A” and incorporated herein by this reference, relates to employee leave and pay during the COVID-19 local emergency, which is necessary to safeguard life, property, and continued essential services of the City, as well as ensure the health and safety of community members within the City for the duration of the COVID-19 pandemic; and

WHEREAS, on April 2, 2020, the City Manager, acting as the Director of Emergency Services pursuant to MMC Section 2.44.050 and by the powers vested in him by MMC Section 2.44.060, Resolution No. 20-18, and Ordinance No. 20-05, signed Emergency Order No. 20-02; and

WHEREAS, Emergency Order No. 20-02, attached hereto as Exhibit “B” and incorporated herein by this reference, halts the accrual of additional charges on utility bills during the COVID-19 local emergency which is necessary to ensure the health and safety of community members within the City for the duration of the COVID-19 pandemic; and

WHEREAS, on April 7, 2020, the City Manager, acting as the Director of Emergency Services pursuant to MMC Section 2.44.050 and by the powers vested in him by MMC Section 2.44.060 and Resolution No. 20-18, signed Emergency Order No. 20-03; and

WHEREAS, Emergency Order No. 20-03, attached hereto as Exhibit “C” and incorporated herein by this reference, provides temporary COVID-19 response regulations which are necessary to ensure the health and safety of community members within the City for the duration of the COVID-19 pandemic; and

WHEREAS, strict compliance with various statutes and regulations would prevent, hinder or delay appropriate actions to prevent and mitigate the effects of COVID-19; and

WHEREAS, it is imperative to prepare for and implement measures to respond to and reduce the spread of COVID-19; and

WHEREAS, it is imperative to have the necessary tools to ensure the health and safety of community members within the City; and

WHEREAS, the aforesaid conditions warrant and require immediate action to mitigate potential public calamity.

NOW, THEREFORE, BE IT RESOLVED, that the City Council of the City of Mendota hereby:

1. Declares Emergency Order No. 20-01 to be official City policy until the local emergency outlined in City Council Resolution No. 20-18 is declared over or until December 31, 2020, whichever occurs first.

2. Declares Emergency Order No. 20-02 to be official City policy until such order is withdrawn, through written notice, by the Director of Emergency Services.
3. Declares Emergency Order No. 20-03 to be official City policy until the Governor's Executive Order N-33-20 is withdrawn or rendered ineffective for any reason.
4. Directs City staff to carry out and enforce the provisions of Emergency Order Nos. 20-01, 20-02, and 20-03 as applicable throughout the City of Mendota.

Rolando Castro, Mayor

ATTEST:

I, Celeste Cabrera-Garcia, City Clerk of the City of Mendota, do hereby certify that the foregoing resolution was duly adopted and passed by the City Council at a regular meeting of said Council, held at the Mendota City Hall on the 14th day of April, 2020, by the following vote:

AYES:

NOES:

ABSENT:

ABSTAIN:

Celeste Cabrera-Garcia, City Clerk

Exhibit A

**CITY OF MENDOTA
EMERGENCY SERVICES DIRECTOR ORDER 20 - 01 RELATING TO
EMPLOYEE LEAVE/PAY DURING EMERGENCY**

**DECLARATION OF THE DIRECTOR OF EMERGENCY SERVICES OF THE CITY
OF MENDOTA RELATING TO EMPLOYEE LEAVE/PAY DURING EMERGENCY
DETERMINED AS NECESSARY TO SAFEGUARD LIFE AND PROPERTY AND
CONTINUE ESSENTIAL SERVICES OF THE CITY OF MENDOTA**

WHEREAS, there exists a local emergency in the City of MENDOTA ("City") pursuant to Resolution 20-18, approved by the City Council on March 16, 2020, where the City declared a local emergency in response to the continuing spread of COVID-19; and

WHEREAS, under the authority of Government Code sections 8610 and 8634, and Mendota Municipal Code section 2.44.060, I am empowered, upon declaration of a local emergency, to make and issue rules and regulations on matters reasonably related to the protection of life and property as affected by such emergency; provided, however, such rules and regulations must be confirmed at the earliest practicable time by the city council; and

WHEREAS, the California Department of Public Health ("DPH"), the Fresno County Health Department and Executive Order 27-20, establish guidelines for social distancing, elimination of non-essential gatherings and isolation for specific individuals, in order to prevent transmission of COVID-19 ("DPH Guidance"); and

WHEREAS, on March 18, 2020, the United States President, following passage by both the House of Representatives and the Senate, signed HR 6201 - Families First Coronavirus Responses Act into law. ("FFCRA"); and

WHEREAS, under conditions of the emergency, it is deemed necessary in the interest of public safety to allow essential services necessary to protect life and property and at the same time safeguard the life and property of City employees as recommended in the DPH Guidance; and

WHEREAS, the City's citizens', including City of Mendota employees, health and safety is deemed to be in peril and time is of the essence.

THEREFORE, I, Cristian Gonzalez, as Director of Emergency Services, declare effective 5:00 p.m. on April 3, 2020, the following relates to emergency leave/pay for use by all City of Mendota employees during this declared emergency:

1. In order to prevent the transmission of COVID-19 and in accordance with City of Mendota Resolution 20-18, the State of California and Local Health Department directives, which includes the Governor's COVID-19 directives,

some City employees have been impacted by a reduction in City services, the need to care for a child due to school closures, the need to care for an individual related to COVID-19, or the necessity to isolate due to age or a health condition.

2. Pursuant to Local and State Directives, City of Mendota Employees perform essential services necessary to maintain the public health, safety and welfare.
3. Notwithstanding anything that may be to the contrary in this Order, during the declared local emergency, all employees of the City are considered Disaster Service Workers and may be called to report to work at any time, and may be assigned to perform any duty of the City.
4. To the extent possible without compromising the maintenance of essential City services, the City will provide such leave benefits outlined and expressed by FFCRA or equivalent leave. The leave benefits outlined herein will be available commencing on April 1, 2020.
5. The Director of Emergency Services reserves the right to order any City Employee to work in order to maintain the public, health, safety, and welfare, even if such employee is currently on an approved leave. When denied leave or ordered to return to work from leave the employee will be considered an emergency responder for the purpose of being considered an exempt employee under the FFCRA. Other than for the exemption from the FFCRA, such employee will not be considered an emergency responder, unless previously designated as such, and shall not be entitled to, or have the ability to claim entitlement to, any other benefits, rights or status as provided to emergency responders under other laws, MOU's, regulations, policies or agreements.
6. All leave/pay provided for under this Order must be approved and coordinated through each Employee's supervisor. The Director of Emergency Services may delegate to the Department Heads determinations regarding which employees are necessary to maintain the public, health, safety, and welfare, as provided for in Section 5.
7. Beginning April 1, 2020, having been approved by the Employee's supervisor, Employees unable to work or Telework as a result of COVID- 19 may use the leave benefits outlined in this Order.
8. City Employees who are required to remain home and who are not ill during this Emergency should attempt to Telework if possible and if approved. Such employees shall adhere to the Emergency Telework Policy and Agreement Exhibit "A".

9. City Employees impacted by Shelter in Place orders will be assessed to determine the following:
 - a. The employee's role in fulfilling essential services for the City.
 - b. The ability of the employee's tasks to be completed either via teleworking, an alternative schedule, or other method to provide the essential service.
 - c. These employees, unless ill, may be required to report to work regardless of other factors which would otherwise qualify them for leave.
10. City Employees who are not ill, who are found to be fulfilling essential services and for which work is available, will be required to work, either at the City or by Telework at the discretion of the Director of Emergency Services.
11. For purposes of the emergency leave/pay application, the following definitions will apply:
 - a. Telework - the practice of working from home in accordance with the Emergency Telework Policy and Agreement;
 - b. Full-time Employee - for the purposes of this policy, a Full-time employee is a regular employee within the competitive service, or a contract employee whose regular schedule is 40 hours per week;
 - c. Part-time Employee - for the purposes of this policy, a part-time employee is a provisional, temporary worker, contract employee, or paid intern who is normally scheduled less than 40 hours per week;
 - d. COVID Leave - Leave as outlined in FFRCA- Emergency Leave Act Time or the equivalent as outlined below amounting to 80 hours (or 112 hours for a 56 hour employee) of paid time as provided by the FFRCA. A City Employee will only be entitled to the 80 hours (or 112 hours if applicable) once, regardless of the qualifying reasons that may apply;
 - e. Emergency FMLA - Leave as outlined in FFRCA - Emergency Family Medical Leave Act Time, and without compromising essential services of the City, an employee needs to care for a dependent child due to a school or daycare closure;
 - 1) For purposes of this leave, dependent child is a biological, adopted, foster child, stepchild, legal ward or a child of a person standing in loco parentis, who is under the age of 18 or 18 or older and who is incapable of self-care because of a mental or physical disability.
12. Leave/Pay:
 - a. For any City Employee not currently ordered to work and who because of closure to City service or who is quarantined or isolated as the result

of a federal, state or local directive, and who is not able to Telework or is only able to Telework for a portion of their regular schedule, shall be eligible to receive COVID Leave and other leaves/pay as follows:

1) A Full-time Employee will receive 80 hours of COVID Leave to be used for those hours in which the employee is unable to work or Telework. Thereafter the Full-time Employee will be eligible to use sick leave or other accrued leave as applicable. Once the Full-time Employee has exhausted all available leaves, the Full-time employee may carry a one-time negative balance of up to a total of 80 hours of sick leave which will be credited back as the sick leave is accrued.

2) A Part-time Employee will receive COVID Leave in an amount equal to the average work hours over a two work week period, but in no case will such average exceed 80 hours. Thereafter, the Part-time Employee may utilize accrued sick leave for up to the maximum 48 hours accrued, or may use any accrued vacation time.

b. For any City Employee not currently ordered to work and who is advised by a health care provider to self-quarantine due to COVID-19, who is sick due to COVID-19, or who is experiencing COVID-19 symptoms and awaiting or seeking a medical diagnosis, shall be eligible to receive COVID Leave and other leaves/pay as follows:

1) A Full-time Employee will receive 80 hours of COVID Leave to be used for those hours in which the employee is unable to work or Telework. Thereafter the Full-time Employee will be eligible to use sick leave or other accrued leave as applicable. Once the Full-time Employee has exhausted all available leaves, the Full-time employee may carry a one-time negative balance of up to a total of 80 hours of sick leave which will be credited back as the sick leave is accrued.

2) A Part-time Employee will receive COVID Leave in an amount equal to the average work hours over a two-work week period, but in no case will such average exceed 80 hours. Thereafter, the Part-time Employee may utilize accrued sick leave for up to the maximum 48 hours accrued or may use any accrued vacation time.

c. For any City Employee not currently ordered to work and who is caring for an individual who is quarantined or isolated as the result of a federal, state or local directive, who is sick due to COVID-19, or who is experiencing COVID-19 symptoms and

awaiting or seeking a medical diagnosis shall be eligible to receive COVID Leave and other leaves/pay as follows:

1) A Full-time Employee will receive 80 hours of paid sick leave at 2/3 their regular pay in an amount not to exceed \$200 per day and \$2,000 in the aggregate. Employees who use this leave will be able to coordinate other leave benefits in order to make up any loss in pay during use of the 80 hours above. Thereafter the Full-time Employee will be eligible to use sick leave or other accrued leave as applicable. Once the Full-time Employee has exhausted all available leaves, the Full-time employee may carry a one-time negative balance of up to a total of 80 hours of sick leave which will be credited back as the sick leave is accrued.

2) A Part-time Employee will receive COVID Leave at 2/3 their regular pay in an amount equal to the average work hours over a two-work week period, but in no case will such average exceed 80 hours. The dollar amount of this leave shall not to exceed \$200 per day and \$2,000 in the aggregate. Thereafter, the Part-time Employee may utilize accrued sick leave for up to the maximum 48 hours accrued or may use any accrued vacation time.

d. For any City Employee not currently ordered to work and who is caring for a dependent child, as defined above pursuant to Emergency FMLA, due to a school or daycare closure shall be eligible to receive COVID Leave, Emergency FMLA and other leaves/pay as follows:

1) A Full-time Employee will receive 80 hours of COVID Leave at 2/3 their regular pay in an amount not to exceed \$200 per day and \$2,000 in the aggregate. These 80 hours will run concurrently with the 10 days of unpaid leave under the FFRCA - Emergency Family Medical Leave Act Time. Thereafter the Full-time Employee will be eligible to use Emergency FMLA. During the 10 weeks the Full-time Employee will be eligible to receive 2/3 of their average monthly earnings not to exceed \$200 per day and \$10,000 in the aggregate. Employees who use this leave will not be able to coordinate other leave benefits in order to make up any loss in pay during this time, unless otherwise granted by the Director of Emergency Services due to unique circumstance involving such employee. Thereafter, the employee may use any other accrued leave as applicable.

2) A Part-time Employee will receive COVID Leave at 2/3 their regular pay in an amount equal to the average work hours over a two-work week period, but in no case will such average exceed 80 hours. The dollar amount of this leave shall not exceed \$200 per day and \$2,000 in the aggregate. The COVID Leave will run concurrently with the 10 days of unpaid leave under the FFRCA- Emergency Family Medical Leave Act Time. Thereafter, the Extra-help Employee will be eligible to use Emergency FMLA. During the 10 weeks the Extra-help Employee will be eligible to receive 2/3 of their average monthly earnings not to exceed \$200 per day and \$10,000 in the aggregate. Employees who use this leave will not be able to coordinate other leave benefits in order to make up any loss in pay during this time, unless otherwise granted by the Director of Emergency Services due to unique circumstance involving such employee. Thereafter, the employee may utilize any accrued vacation time.

13. Full-time and part-time employees may be eligible for other State benefits related to disability, paid family leave, and/or unemployment due to a loss or reduction in paid working hours. This information and online applications can be found at https://www.edd.ca.gov/about_edd/coronavirus-2019.htm
14. All Employees are expected to comply with local, state, and federal emergency directives in order to reduce risk to all City Employees and prevent the spread of COVID-19. Employees who do not comply may be ineligible for non-required leaves. In addition, Employees who are teleworking must adhere to Emergency Telework Policy and Agreement.
15. Both COVID Leave and Emergency FMLA will cease to be available once the Emergency outlined in Resolution 20-18 is over or until December 31, 2020, whichever occurs first. Neither leave has any cash value, nor can they be cashed out or banked for later use and are only available due to the special circumstances currently being faced by the City and the Nation.
16. Nothing in this order shall be deemed to confer any contractual obligations, property rights, or assume any City liability.
17. Any Employee who was on leave as of March 16, 2020 or who is placed on leave, for any non-COVID related reason, is not entitled to COVID Leave or Emergency FMLA.
18. Any Employee who violates this Order may be subject to disciplinary action, up to and including termination.

19. If any provision of this Order or its application to any person or circumstance is held to be invalid, then the remainder of the Order, including the application of such part or provision to other persons or circumstances, shall not be affected and shall continue in full force and effect. To this end, the provisions of this Order are severable.

NOW, THEREFORE, BE IT RESOLVED, that this regulation shall remain in effect until such time as it is otherwise amended, replaced or terminated by the Director of Emergency Services or the City Council of the City of Mendota.

DATE AND TIME: April 3, 2020 at 5:00 p.m.



Cristian Gonzalez, Director of Emergency Services

ATTEST:



Celeste Cabrera-Garcia, City Clerk



Exhibit A

EMERGENCY TELEWORKING POLICY

The purpose of the Emergency Teleworking Policy is to ensure that essential City of Mendota functions continue to be performed at an alternative location during the disruption of normal operations. The City of Mendota will implement this Policy in keeping with the mission of the City of Mendota and the respective Department. This Policy is an emergency policy and the Director of Emergency Services has discretion to withdraw the Policy if deemed necessary.

The Director of Emergency Services shall designate and authorize specific times in which an Emergency Teleworking Agreement ("ETA" or "Agreement") shall apply. Any ETA is subject to the terms and conditions set forth in this Policy below.

Eligibility Criteria

Teleworking is not suitable for all employees and/or positions. The Director of Emergency Services has the discretion to determine the employees and positions who may telework on an emergency basis utilizing criteria that includes, but is not limited to:

1. The operational needs of the employee's department and the City of Mendota
2. The potential for disruption to the City of Mendota's functions;
3. The ability of the employee to perform his or her specific job duties from a location separate from his or her City of Mendota worksite ("Alternate Worksite") without diminishing the quantity or quality of the work performed;
4. The degree of face-to-face interaction with other City of Mendota employees and the public that the employee's position requires;
5. The portability of the employee's work;
6. The ability to create a functional, reliable, safe, and secure Alternate Worksite for the employee at a reasonable cost;
7. The risk factors associated with performing the employee's job duties from a location separate from his or her City of Mendota Worksite;
8. The ability to measure the employee's work performance from a location separate from his or her City of Mendota Worksite;
9. The employee's supervisory responsibilities;
10. The employee's need for supervision;
11. Other considerations deemed necessary and appropriate by the employee's immediate supervisor, Department Head, and the Personnel Officer.

Telework Assignment:

1. Any ETA is only valid for the time period specified in the Agreement. The Agreement is invalid after this time unless the City of Mendota approves an extension in writing. The City of Mendota may, in its discretion, decide to terminate the Agreement earlier.
2. Employee acknowledges and agrees that the ETA is temporary and subject to the discretion of management. Teleworking will be approved on a case-by-case basis consistent with the eligibility criteria above.
3. Non-exempt employees who receive overtime shall be assigned a work schedule in the ETA, including rest and meal breaks ("Work Schedule"). Any deviation from the Work Schedule must be approved in advance, in writing, by management. Non-exempt employees must take meal and rest breaks while teleworking, just as they would if they were reporting to work at their City of Mendota worksite. Non-exempt employees may not telework outside their normal work hours without prior written authorization from their supervisor. A non-exempt employee who fails to secure written authorization before teleworking outside his or her normal work hours may face discipline in accordance with the City of Mendota's policy for working unauthorized overtime.
4. Teleworking employees are required to be accessible in the same manner as if they are working at their City of Mendota worksite during the established teleworking Work Schedule, regardless of the designated location for teleworking, or "Alternate Worksite." Employees must be accessible via telephone, email, and/or network access to their supervisor and other City of Mendota employees while teleworking, as if working at their City of Mendota worksite. Employees shall check their City of Mendota-related business phone messages and emails on a consistent basis, as if working at their City of Mendota worksite.
5. Employees shall work on a full-time basis, according to the Work Schedule. Employees are required to maintain an accurate record of all hours worked at the Alternate Worksite and make that record available to his or her supervisor upon request. Employees shall record all non-productive work time on his/her timesheet.
6. While teleworking, employees shall adhere to the following:
 - a. Be available to the department via telephone and/or email during all ETA designated work hours.
 - b. Have the Alternate Worksite be quiet and free of distractions, with reliable and secure internet and/or wireless access.
 - c. All periods of employees' unavailability must be approved in advance by management in accordance with department policy and documented on the appropriate leave of absence slip.

- d. Employees shall ensure dependent care will not interfere with work responsibilities.
- e. Employees must notify their supervisor promptly when unable to perform work assignments because of equipment failure or other unforeseen circumstances.
- f. If the City of Mendota has provided City of Mendota owned equipment, employees agree to follow the City of Mendota's Policy for the use of such equipment. Employees will report to their supervisor any loss, damage, or unauthorized access to City of Mendota owned equipment, immediately upon discovery of such loss, damage, or unauthorized access.

General Duties, Obligations and Responsibilities:

Employees must adhere to the provisions set forth in this Policy and the terms of the ETA. Any deviation from the ETA requires prior written approval from the City of Mendota.

1. All existing duties, obligations, responsibilities and conditions of employment remain unchanged. Teleworking employees are expected to abide by all City of Mendota and departmental policies and procedures, rules and regulations, applicable Memoranda of Understanding, and all other official City of Mendota documents and directives.
2. Employees authorized to perform work at an Alternate Worksite must meet the same standards of performance and professionalism expected of City of Mendota employees in terms of job responsibilities, work product, timeliness of assignments, and contact with other City of Mendota employees and the public.
3. Employees shall ensure that all official City of Mendota documents are retained and maintained according to the normal operating procedures in the same manner as if working at a City of Mendota worksite.
4. Employees may receive approval to use personal computer equipment or be provided with City of Mendota issued equipment at the discretion of the Director of Emergency Services.
5. The City of Mendota shall not be responsible for costs associated with the use of computer and/or cellular equipment, including energy, data or maintenance costs, network costs, home maintenance, home workspace furniture, ergonomic equipment, liability for third party claims, or any other incidental costs (e.g., utilities associated with the employee's teleworking).
6. Employees may receive a virtual private network ("VPN") account, as approved by the Director of Emergency Services.
7. Employees shall continue to abide by practices, policies and procedures for requests of sick, vacation and other leaves of absences. Requests to work overtime, declare

vacation or take other time off from work must be pre-approved in writing by each employee's supervisor. If an employee becomes ill while working under an ETA, he/she shall notify his/her supervisor immediately and record on his/her timesheet any hours not worked due to incapacitation.

8. Employees must take reasonable precautions to ensure their devices (e.g., computers, laptops, tablets, smart phones, etc.) are secure before connecting remotely to the City of Mendota's network and must close or secure all connections to City of Mendota desktop or system resources (e.g., remote desktop, VPN connections, etc.) when not conducting work for the City of Mendota. Employees must maintain adequate firewall and security protection on all such devices used to conduct City of Mendota work from the Alternate Worksite.
9. Employees shall exercise the same precautions to safeguard electronic and paper information, protect confidentiality, and adhere to the City of Mendota's records retention policies, especially as it pertains to the Public Records Act. Employees must safeguard all sensitive and confidential information (both on paper and in electronic form) relating to City of Mendota work they access from the Alternate Worksite or transport from their City of Mendota worksite to the Alternate Worksite. Employees must also take reasonable precautions to prevent third parties from accessing or handling sensitive and confidential information they access from the Alternate Worksite or transport from their City of Mendota worksite to the Alternate Worksite. Employees must return all records, documents, and correspondence to the City of Mendota at the termination of the ETA or upon request by their supervisor, Department Head or Human Resources.
10. Employees' salary and benefits remain unchanged. Workers' Compensation benefits will apply only to injuries arising out of and in the course of employment as defined by Workers' Compensation law. Employees must report any such work-related injuries to their supervisor immediately. The City of Mendota shall not be responsible for injuries or property damage unrelated to such work activities, including injuries to third persons when said injuries occur at the Alternate Worksite.
11. All of Employees' existing supervisory relationships, lines of authority and supervisory practices remain in effect. Prior to the approval of this Agreement, supervisors and employees shall agree upon a reasonable set of goals and objectives to be accomplished. Supervisors shall use reasonable means to ensure that timelines are adhered to and that goals and objectives are achieved.
12. Any breach of the teleworking agreement by the employee may result in termination of the Agreement and/or disciplinary action, up to and including termination of employment.

EMERGENCY TELEWORKING AGREEMENT

Employee Acknowledgement:

I, the undersigned employee ("Employee"), have read the Emergency Teleworking Policy and the Emergency Teleworking Agreement ("ETA" or "Agreement") in their entirety and I agree to abide by the terms and conditions they contain. I understand and agree that the ETA is temporary and contingent upon City Manager approval. Approval does not imply entitlement to a permanently modified position or a continued telework arrangement.

I understand and agree that the ETA is voluntary and may be terminated at any time. I further understand that the City of Mendota may, at any time, change any or all of the conditions under which approval to participate in the ETA is granted, with or without notice.

I agree to and understand my duties, obligations and responsibilities. I also understand it is my responsibility to provide adequate advance notification to my supervisor if I am unable to keep any of the agreed upon commitments and/or deliverables. If I fail to do so, I understand this Agreement may be immediately terminated.

The Agreement is valid from _____ to _____. I understand this Agreement expires on _____ and may not continue unless the City of Mendota approves a new ETA in writing. The City of Mendota may rescind this Agreement at any time.

Regularly Assigned Place of Employment: The days and hours the City of Mendota expects the Employee to be physically present at the City of Mendota Worksite are the following:

| Day | Morning | | Lunch | Afternoon | | Total Hours |
|------------------|---------|-----|-------|-----------|-----|-------------|
| | Start | End | | Start | End | |
| Sunday | | | | | | |
| Monday | | | | | | |
| Tuesday | | | | | | |
| Wednesday | | | | | | |
| Thursday | | | | | | |
| Friday | | | | | | |
| Saturday | | | | | | |

Alternate Worksite: The location and address of the Alternate Worksite is:

 Street City State Zip Code

The phone number to reach Employee at the Alternative Worksite while working under this Agreement is:

_____.

The days and hours (“Work Schedule”) the City of Mendota permits the Employee to be physically present at the Alternate Worksite are the following:

| Day | Morning | | Lunch | Afternoon | | Total Hours |
|-----------|---------|-----|-------|-----------|-----|-------------|
| | Start | End | | Start | End | |
| Sunday | | | | | | |
| Monday | | | | | | |
| Tuesday | | | | | | |
| Wednesday | | | | | | |
| Thursday | | | | | | |
| Friday | | | | | | |
| Saturday | | | | | | |

The Employee agrees to report work-related injuries to the Employee’s supervisor at the earliest reasonable opportunity. The Employee agrees to hold the City of Mendota harmless for injury to third parties at the Alternate Worksite.

I hereby affirm by my signature that I have read this Emergency Teleworking Agreement, and understand and agree to all of its provisions.

 Employee’s Name and Title Date

 Employee’s Supervisor’s Name and Title Date

 Director of Emergency Services Date

Submit the completed and executed Agreement to the Director of Administrative Services

AGREEMENT FOR REPAYMENT OF LEAVE PAY

In the event an employee has exhausted all vacation, sick leave, compensatory time off, floating holiday and administrative leave, an employee may accrue up to ___ additional hours of sick leave, according to the terms below.

Based on mutual written agreement between the employee and the Personnel Officer, the amount of extra sick leave taken must be repaid within _____ of the date of the last day of the leave.

Except as modified by this Policy, all City of Mendota policies, procedures, regulations, and Memoranda of Understanding remain in full force and effect. This is an emergency policy of the City of Mendota and is not intended to be a binding practice. This Policy is subject to change at any time, based on changing circumstances and information known about the COVID-19 virus. The City of Mendota will notify employees of any changes to this Policy and will comply with all applicable laws regarding notice to bargaining units, as required.

Reason for Leave:

- _____ Leave because of the closure of my child(ren)'s school(s) or childcare provider(s) or the unexpected unavailability my child(ren)'s childcare provider.
- _____ Leave because I would like to follow Governor Gavin Newsom's March 19, 2020 guidance for the home-isolation of individuals over the age of 65 and those with chronic health conditions.
- _____ Leave due to a legal shelter-in-place order issued by a federal, state, or local agency, official, governing body, or other entity.
- _____ Leave because, within the last 14 days, I have returned from travel to or through areas with a Warning Level 3 or higher as defined by the Centers for Disease Control (CDC) or from travel on a cruise ship.
- _____ Leave because, within the last 14 days, I have had close contact with affected individuals, defined as (a) being within approximately 6 feet (2 meters) of a COVID-19 case for a prolonged period of time (close contact can occur while caring for, living with, visiting, or sharing a healthcare waiting area or room with a COVID-19 case); or (b) having direct contact with infectious secretions of a COVID-19 case (e.g., being coughed on).
- _____ Leave because I am exhibiting symptoms (e.g., fever [defined as 100.4° F [37.8° C] or greater using an oral thermometer], coughing, and/or shortness of breath) associated with COVID-19 or I have obtained a positive diagnosis of COVID-19.
- _____ Leave to care for a family member (as defined below) who is exhibiting symptoms of (e.g., fever (defined as 100.4° F [37.8° C] or greater using an oral thermometer), coughing and/or shortness of breath) or who has

obtained a positive diagnosis of COVID-19. The family member I am caring for is my:

_____ (Family Member's Relation to You)

Repayment:

Commencing on _____, 20____ (payroll period ____-____), until the sick leave advanced is repaid I agree to forego my biweekly:

- Sick Leave Accrual Vacation Leave Accrual Other Leave Accrual

I understand and fully acknowledge that I am required to repay the City of Mendota the number of hours of sick leave I accrue under this Agreement within _____ of the date of the last leave day I use. If I leave City of Mendota employment for any reason prior to the full repayment of the sick leave accrual, I consent to the withholding of the amount necessary to repay the City of Mendota for the sick leave advance from my last payroll warrant. If any amount remains due after I have separated from the City of Mendota, I agree to pay the remaining balance back to the City of Mendota within 60 business days of my date of separation from employment. I understand that if I fail to repay the full balance of the sick leave accrual, the City of Mendota will commence litigation to recover the balance due.

Date: _____

Employee Signature: _____

Personnel Officer's Signature: _____
(or designee)

Full-Time Employee Leaves During COVID-19 Emergency Order

| Full-Time Employee Situation | Leaves From March 16-31, 2020 | Effective April 1, 2020 COVID-19 Leave Time | Effective April 1, 2020 after COVID-19 Leave Time is used | Effective April 1, 2020 Emergency Family Leave Act Pay |
|--|---|--|--|---|
| Employee is medically vulnerable and/or age 65+. They are unable to telework for all or part of their workday. | Paid Administrative Leave for hours telework is not available. | Up to 80 hours at regular rate not to exceed \$511/day and \$5,110 total. COVID-19 Leave Time may be used incrementally for hours telework is not available. | Employees who do not provide a doctor's note allowing them to return to work, may use their own sick, vacation, personal, or comp time. Once all leaves expended, may enter into a negative sick leave balance up to 80 hours total. | N/A |
| Employee is not working or reduced working hours due to closure or reduction of City services. They are unable to telework for all or part of their workday. | Paid Administrative Leave for hours telework is not available. | Up to 80 hours at regular rate not to exceed \$511/day and \$5,110 total. COVID-19 Leave Time may be used incrementally for hours telework is not available. | Employees may use their own sick, vacation, personal, or comp time. Once all leaves expended, may enter into a negative sick leave balance up to 80 hours total. | N/A |
| Employee is advised to self-quarantine, is sick with COVID-19 or is experiencing symptoms, and/or is awaiting diagnosis. | Employee may use their own sick, vacation, personal, or comp time. | Up to 80 hours at regular rate not to exceed \$511/day and \$5,110 total. | Employees may use their own sick, vacation, personal, or comp time. Once all leaves expended, may enter into a negative sick leave balance up to 80 hours total. | N/A |
| Employee is caring for an individual who is quarantined or isolated per a directive, who is sick with COVID-19, who is experiencing symptoms and is unable to telework for all or part of their workday. | Employee may use their own sick, vacation, personal, family compassion leave, or comp time. | Up to 80 hours at 2/3 regular pay not to exceed \$200/day and \$2,000 total. Can coordinate with other leaves to make up difference to reach full pay. | Employees may use their own sick, vacation, personal, comp time or family compassion. Once all leaves expended, may enter into a negative sick leave balance up to 80 hours total. | N/A |
| Employee is caring for a dependent child due to closure of school or childcare. | Employee may use their own vacation, personal or comp time. | Up to 80 hours at 2/3 regular pay not to exceed \$200/day and \$2,000 total. No coordination of benefits to make up the difference in pay. | See Emergency FMLA Column | Up to 10 weeks pay at 2/3 regular pay not to exceed \$200/day and \$10,000 total. No coordination of benefits to make up the difference in pay. |

As Emergency Services Workers, all employees may be required to report to work whether in their usual capacity, or elsewhere in the City as needed. Whenever possible, employees should telework or alter their schedule to continue their duties. Employees on paid administrative leave are expected to be available by phone during regular working hours. The information in this chart is subject to change. See Emergency Order 2020-01 for full order and details.

Part-Time Employees Leaves During COVID-19 Emergency Order

| Part-Time Employee Situation | Leave from March 16-31, 2020 | Effective April 1, 2020 COVID-19 Leave Time | Effective April 1, 2020 after COVID-19 Leave Time is used | Effective April 1, 2020 Emergency Family Leave Act Pay |
|--|--|---|--|--|
| Employee is medically vulnerable and/or age 65+. They are unable to telework for all or part of their workday | Employee may use any accrued vacation or sick leave. | Eligible for two weeks pay. Time calculated as the average the employee would normally work in a two week period, or if their hours vary, it is the average over the past six months. Total hours not to exceed 80. | Employee may use their own sick or vacation time until expended. | N/A |
| Employee is not working or reduced working hours due to closure or reduction of City services. They are unable to telework for all or part of their workday | Employee may use any accrued vacation or sick leave. | Eligible for two weeks pay. Time calculated as the average the employee would normally work in a two week period, or if their hours vary, it is the average over the past six months. Total hours not to exceed 80. | Employee may use their own sick or vacation time until expended. | N/A |
| Employee is advised to self-quarantine, is sick with COVID-19 or is experiencing symptoms, and/or is awaiting diagnosis. | Employee may use any accrued vacation or sick leave. | Eligible for two weeks pay. Time calculated as the average the employee would normally work in a two week period, or if their hours vary, it is the average over the past six months. Total hours not to exceed 80. | Employee may use their own sick or vacation time until expended. | N/A |
| Employee is caring for an individual who is quarantined or isolated per a directive, who is sick with COVID-19, who is experiencing symptoms and is unable to telework for all or part of their workday. | Employee may use any accrued vacation or sick leave. | Two weeks hours as calculated above, not to exceed 80 hours, at 2/3 regular pay. The dollar amount of this leave not to exceed \$200/day and \$2,000 total. | Employee may use their own sick or vacation time until expended. | N/A |
| Employee is caring for a dependent child due to closure of school or childcare. | Employee may use their own vacation leave. | Two weeks hours as calculated above, not to exceed 80 hours, at 2/3 regular pay. The dollar amount of this leave not to exceed \$200/day and \$2,000 total. | See Emergency Family Leave Pay Column | Up to 10 weeks pay at 2/3 regular pay not to exceed \$200/day and \$10,000 total. Two weeks pay calculated same as COVID-19 leave time. |

For COVID-19 Leave and Emergency FMLA time for part-time employees, eligible hours are either the average an employee would normally work in a two week period, or the average over the past 6-months. As Emergency Services Workers, all employees may be required to report to work whether in their usual capacity, or elsewhere in the City as needed. The information in this chart is subject to change. See Emergency Order 2020-01 for full order and details.

Exhibit B

CITY OF MENDOTA

**EMERGENCY SERVICES DIRECTOR ORDER No. 20 – 02
RELATED TO HALTING THE ACCRUAL OF ADDITIONAL CHARGES ON
UTILITY BILLS DURING EMERGENCIES**

**DECLARATION OF THE DIRECTOR OF EMERGENCY SERVICES OF THE CITY
OF MENDOTA HALTING THE ACCRUAL OF ADDITIONAL CHARGES ON
UTILITY BILLS DURING THE LOCAL EMERGENCY RELATED TO COVID-19
(NOVEL CORONAVIRUS)**

WHEREAS, on March 16, 2020, the City Council of the City of Mendota duly passed and adopted Resolution No. 20-18, proclaiming a local emergency in the City of Mendota in response to the continuing spread of COVID-19 (Novel Coronavirus); and

WHEREAS, pursuant to the authority provided to me by Resolution No. 20-18, under the authority of Government Code sections 8610 and 8634 and Mendota Municipal Code section 2.44.060, I am empowered, upon declaration of a local emergency, to make and issue rules and regulations on matters reasonably related to the protection of life and property as affected by such emergency; provided, however, such rules and regulations must be confirmed at the earliest practicable time by the City Council; and

WHEREAS, on March 24, 2020, the City Council of the City of Mendota adopted Ordinance No. 20-05, which amended the Mendota Municipal Code to provide for the City Manager, acting as the Director of Emergency Services, to halt the accrual of additional charges on utility bills during a local emergency; and

WHEREAS, strict compliance with various statutes and regulations would prevent, hinder, or delay appropriate actions to prevent and mitigate the effects of COVID-19; and

WHEREAS, under the current conditions, immediate action is warranted and required to mitigate potential public calamity as a result of the effects of COVID-19; and

WHEREAS, the conditions of the local emergency could foreseeably cause utility bill delinquency throughout the City of Mendota, causing citizens to accrue additional utility bill charges pursuant to Mendota Municipal Code Section 13.12.040, and eventually leading to eventual, undesirable utility shutoffs for inability and failure to pay growing, delinquent utility bills.

NOW, THEREFORE, BE IT SO ORDERED, that I, Cristian Gonzalez, as Director of Emergency Services, declare retroactively effective on March 16, 2020, that the accrual of additional charges (late fees) will be halted during the proclaimed local emergency related to COVID-19 (Novel Coronavirus).

BE IT FURTHER ORDERED, that this regulation shall remain in effect until such time that it is withdrawn, through written notice, by the Director of Emergency Services of the City of Mendota.

DATE AND TIME: April 2, 2020 at 10:00 a.m.



Cristian Gonzalez, Director of Emergency Services

ATTEST:



Celeste Cabrera-Garcia, City Clerk



Exhibit C

CITY OF MENDOTA

EMERGENCY SERVICES DIRECTOR ORDER No. 20 – 03

RELATED TO ISSUING TEMPORARY COVID-19 PANDEMIC RESPONSE ORDERS

DECLARATION OF THE DIRECTOR OF EMERGENCY SERVICES OF THE CITY OF MENDOTA ISSUING TEMPORARY COVID-19 PANDEMIC RESPONSE ORDERS TO ENSURE THE SAFETY OF OUR COMMUNITY

WHEREAS, on March 4, 2020, Governor Newsom declared a State of Emergency due to the outbreak and spread of COVID-19 (Novel Coronavirus); and

WHEREAS, on March 15, 2020, the County of Fresno declared a State of Emergency in response to the continuing spread of COVID-19; and

WHEREAS, at the City of Mendota's ("City") March 16, 2020, Special City Council Meeting, the City Council adopted Resolution No. 20-18, proclaiming a local emergency in response to the continuing spread of COVID-19; and

WHEREAS, pursuant to Governor Newsom's Executive Order N-33-20, signed March 19, 2020, all residents of the City of Mendota have been directed to "immediately heed the current State public health directives ... [which] are consistent with the March 19, 2020, Memorandum of Identification of Essential Critical Infrastructure Workers During COVID-19 Response, found at: <https://covid19.ca.gov/>"; and

WHEREAS, Executive Order N-33-20 also requires "all individuals living in the State of California to stay home or at their place of residence except as needed to maintain continuity of operations of the federal critical infrastructure sectors, as outlined at <https://www.cisa.gov/identifying-critical-infrastructure-during-covid-19>"; and

NOW, THEREFORE, as the Director of Emergency Services pursuant to Mendota Municipal Code ("MMC") Section 2.44.050, and by the powers vested in me by MMC Section 2.44.060 and the City Council of the City of Mendota in Resolution No. 20-18, I hereby issue the following orders, effective immediately and for so long as Executive Order N-33-20 and the Local Emergency declared in Resolution No. 20-18 in response to the COVID-19 pandemic emergency remain in effect:

1. Except as provided in Subdivision 1.1 below, all businesses shall cease public-facing business operations at 10:00 p.m. each night and may recommence at 4:00 a.m. the following morning.
 - 1.1 The following critical infrastructure businesses and services in the City, as defined by the Cybersecurity and Infrastructure Security Agency ("CISA") at <https://www.cisa.gov/identifying-critical-infrastructure-during-covid-19>, are not subject to this Section's provisions:

- 1.1.1 Public safety or emergency service providers, including, but not limited to, fire, police, emergency medical services, hospital, healthcare, and sanitation services and related contractors.
 - 1.1.2 Utilities, cable, and telecommunications providers.
 - 1.1.3 Financial Services, excluding any grocery stores, gas stations, and other businesses with onsite automated teller machines (“ATM”) alone.
 - 1.1.4 Delivery services.
 - 1.1.5 Federal, State, County, or City government or their agencies working within the course and scope of their public service employment.
2. Except as provided in Subdivisions 2.1 and 2.2 below, all businesses and service providers in the City shall not allow members of the public to use waiting areas while waiting for services to be rendered. All businesses and service providers shall direct customers to return to said business or service provider at a certain time or upon receipt of notification from the business or service provider.
 - 2.1 The following CISA critical infrastructure businesses and services are not subject to this Section:
 - 2.1.1 All hospital and healthcare service providers and related contractors.
 - 2.1.2 The United States Postal Service (“USPS”) and its related contractors.
 - 2.2 Outdoor parking areas where customers may wait in their vehicles while the services are being rendered.
 - 2.3 Any businesses and service providers ordered to close their waiting rooms pursuant to this section that fail to comply shall be punishable by administrative citation. The City shall provide the business a written warning, and one (1) day thereafter, noncompliance shall subject the business to an administrative fine of \$1,000 for the first offense, \$5,000 for the second offense, and \$10,000 for the third and any future offenses.
3. All businesses and service providers in the City shall, to the best of their ability, comply with the following policies to prevent the spread of COVID-19:
 - 3.1 Train employees on best hygiene practices, including washing their hands often, not less than hourly, using soap and water for at least twenty (20) seconds.
 - 3.2 By signage or other means, encourage customers to exercise social distancing throughout the venue.

- 3.3 Using tape, chalk, or other means, encourage customers to exercise social distancing by marking six (6) foot intervals where customers are expected to wait in lines inside and outside of the venue.
- 3.4 Provide additional opportunities for persons to use hand washing or sanitizing stations throughout the venue.
- 3.5 Following use by each customer, or as often as is reasonably practicable, disinfect all customer touch points throughout the venue using cleansing wipes, alcohol- or bleach-based solutions, or other effective means recommended by the Centers for Disease Control and Prevention (“CDC”), California Department of Public Health (“CDPH”), or Fresno County Department of Public Health (“FCDPH”).
- 3.6 At a minimum, restrict site access to less than half the maximum allowable capacity under the California Building Standards Code and California Fire Code, or a greater restriction if needed to achieve social distancing.
- 3.7 Follow all CDC, CDPH, FCDPH, and other organizations’ guidance regarding COVID-19 best practices, including, but not limited to, the following:
 - 3.7.1 Coronavirus Disease 2019 (COVID-19) and Retail Food, Beverage, and Other Related Service Venues, accessible in full at <https://www.co.fresno.ca.us/home/showdocument?id=41904>.
 - 3.7.2 Interim Guidance for Businesses and Employers to Plan and Respond to Coronavirus Disease 2019 (COVID-19), accessible in full at <https://www.cdc.gov/coronavirus/2019-ncov/community/guidance-business-response.html> .
 - 3.7.3 CDC Environmental Cleaning and Disinfection Guidance, accessible in full at <https://www.cdc.gov/coronavirus/2019-ncov/prevent-getting-sick/cleaning-disinfection.html>.
 - 3.7.4 Certified Farmers’ Market Managers and Certified Producers Sales of Pre-bagged Produce and Best Practices, accessible in full at <https://www.cdafa.ca.gov/is/i & c/pdfs/CFMGuidanceDuringCOVID-19Pandemic.pdf>
 - 3.7.5 COVID-19 Guidance Provided by American Trucking Associations, accessible in full at <https://www.trucking.org/COVID19>.
4. Restaurants, bars, and taverns, as defined in Subdivision 4.1 below, may provide curbside pickup or delivery of alcoholic beverages so long as accompanied by food, if permitted by State law, including, without limitation, any California Department of Alcoholic Beverage Control (“ABC”) Notice of Regulatory Relief. In addition to serving food alongside alcoholic beverages, restaurants, bars, and

taverns providing curbside pickup or delivery of alcoholic beverages must package the alcoholic beverages in a container with a secure lid or cap and in a manner designed to prevent consumption without removal of the lid or cap (e.g., no lids with sipping holes or openings for straws. Further, any licensee selling such beverages for off-sale consumption must adhere to the ABC's Notices of Regulatory Relief and Guidance by License Type, accessible in full at <https://www.abc.ca.gov/notice-of-regulatory-relief/>, <https://www.abc.ca.gov/second-notice-of-regulatory-relief/>, and <https://www.abc.ca.gov/guidance-by-license-type/>.

4.1 Definitions:

4.1.1 "Restaurant" means any establishment that sells food for consumption on-premises.

4.1.2 "Bars" and "Taverns" mean any establishment with the following types of ABC licenses:

4.1.2.1 40 – On Sale Beer (Bar, Tavern)

4.1.2.2 42 – On Sale Beer and Wine – Public Premises (Bar, Tavern)

4.1.2.3 48 – On Sale General – Public Premises (Bar, Night Club)

4.1.2.4 51 – Club

4.1.2.5 57 – Special On Sale General

4.1.2.6 60 – On Sale Beer – Seasonal

4.1.2.7 61 – On Sale Beer – Public Premises

5. Except as provided in Subdivision 5.1 below, Motorized Itinerant Vendors and Sidewalk Vendors, as defined in Subdivision 5.3 below, shall cease all food-related business operations within the City.

5.1 Motorized Itinerant Vendors and Sidewalk Vendors may continue food-related business operations within the City so long as their facilities allow for immediate access to a hand washing sink with running water for employee use. These Motorized Itinerant Vendors and Sidewalk Vendors may not provide tables and chairs for customers or otherwise encourage or allow onsite consumption of food by customers.

5.2 Motorized Itinerant Vendors and Sidewalk Vendors ordered to cease food-related business operations in the City pursuant to this section that fail to comply shall be punishable by administrative citation. The City shall provide

the business a written warning, and one (1) day thereafter, noncompliance shall subject the business to an administrative fine of \$1,000 for the first offense, \$5,000 for the second offense, and \$10,000 for the third and any future offenses.

5.3 Definitions:

5.3.1 "Motorized itinerant vendor" means a person, other than a sidewalk vendor, engaged in the business of selling food, goods, wares, merchandise or any other thing of value from a motorized unit.

5.3.2 "Sidewalk vendor" means a person who sells food or merchandise from a pushcart, stand, display, pedal-driven cart, wagon, showcase, rack, or other nonmotorized conveyance, or from one's person, upon a public sidewalk or other pedestrian path, excepting therefrom, "Certified farmers' markets" operated in accordance with Chapter 10.5 of Division 17 of the California Food and Agricultural Code and any regulations adopted pursuant to that Chapter.

6. This Order shall be subject to amendment or repeal at any time, and shall not be deemed to confer any contractual obligations, property rights, or assume any liability on the City of Mendota's behalf.

7. If any provision of this Order or its application to any person or circumstance is held to be invalid, then the remainder of the Order, including the application of such part or provision to other persons or circumstances, shall not be affected and shall continue in full force and effect. To this end, the provisions of this Order are severable.

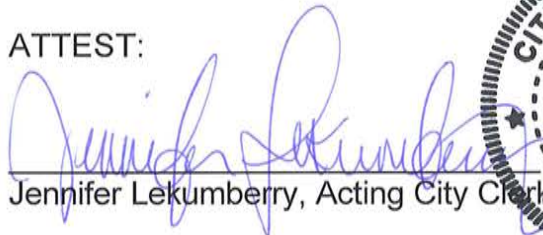
IT IS SO ORDERED.

DATE AND TIME: April 7, 2020 at 11:30 a.m.



Cristian Gonzalez, Director of Emergency Services

ATTEST:



Jennifer Lekumberry, Acting City Clerk



AGENDA ITEM – STAFF REPORT

TO: HONORABLE MAYOR AND COUNCILMEMBERS
FROM: MICHAEL OSBORN, CITY ENGINEER
VIA: CRISTIAN GONZALEZ, CITY MANAGER
SUBJECT: SIGNING LETTERS OF SUPPORT FOR THE CITY OF MENDOTA STORMWATER IMPROVEMENT PROJECT
DATE: APRIL 14, 2020

ISSUE

Should the Mayor, on behalf of the City Council sign the attached letters of support for the City of Mendota Stormwater Improvement Project?

BACKGROUND

In an ongoing attempt to obtain funding for a project to mitigate the flooding that occurs on Naples Street in the general vicinity of 5th Street to 10th Street, the City intends to submit proposals for the City of Mendota Stormwater Improvement Project (“Project”) to both the State Water Resource Control Board Proposition 1 Stormwater Implementation Grant Program (Prop 1) and the State of California Natural Resources Agency’s Proposition 68 Urban Flood Protection Grant Program (Prop 68) during their calls for projects.

The Project, which has been developed during the Prop 1 Technical Assistance (TA) efforts provided by the team led by the Council for Watershed Health, includes the removal and replacement of the undersized and critically damaged storm drain system from 8th Street southeasterly past 10th Street to an existing ditch on the Gonzalez tow yard with a properly sized storm drain system to a new extended dry detention basin just upstream of the existing ditch, see attached exhibit of the overall project.

ANALYSIS

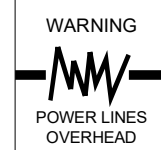
The Prop 1 TA team has been researching and developing alternatives for over two years in anticipation of the Prop 1 grant call for projects. The Prop 68 grant program came out recently and focuses on multiple benefit stormwater projects with an emphasis on flood management and does not require a financial match for a Disadvantaged Community. Both grants have a maximum grant amount of \$6 million and either grant would be a huge economic win toward the City’s long pursuit of proper stormwater management in its downtown core.

FISCAL IMPACT

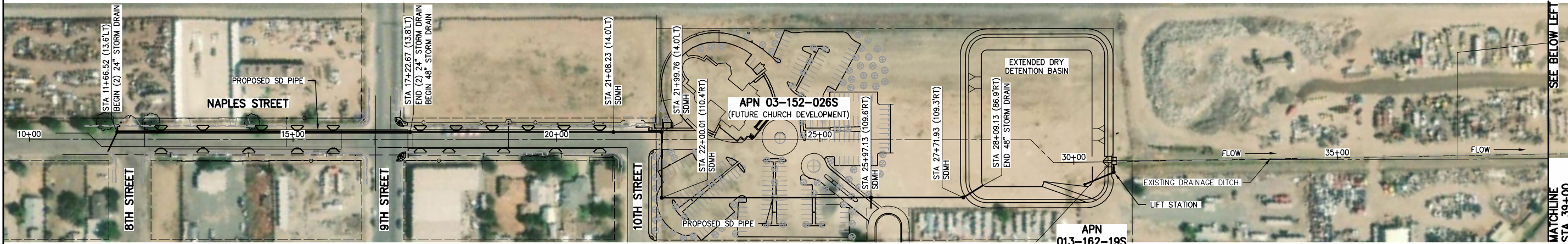
There is no immediate fiscal impact for the support of the project.

RECOMMENDATION

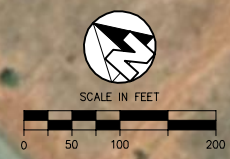
Staff recommends that the Mayor, on behalf of the City Council, sign the attached letters of support for the City of Mendota Stormwater Improvement Project.



COPYRIGHT 2017 BY PROVEST & PRITCHARD ENGINEERING GROUP, INC. ALL RIGHTS RESERVED. THESE PLANS AND SPECIFICATIONS ARE THE PROPERTY OF PROVEST & PRITCHARD ENGINEERING GROUP, INC. AND ARE NOT TO BE REPRODUCED, COPIED, OR TRANSMITTED IN ANY FORM OR BY ANY MEANS, ELECTRONIC OR MECHANICAL, INCLUDING PHOTOCOPYING, RECORDING, OR BY ANY INFORMATION STORAGE AND RETRIEVAL SYSTEM, WITHOUT THE WRITTEN PERMISSION OF PROVEST & PRITCHARD ENGINEERING GROUP, INC. THE USER OF THESE PLANS SHALL BE RESPONSIBLE FOR OBTAINING ALL NECESSARY PERMITS AND FOR VERIFYING THE ACCURACY OF ALL INFORMATION SHOWN HEREON. THE USER SHALL BE RESPONSIBLE FOR OBTAINING ALL NECESSARY PERMITS AND FOR VERIFYING THE ACCURACY OF ALL INFORMATION SHOWN HEREON. THE USER SHALL BE RESPONSIBLE FOR OBTAINING ALL NECESSARY PERMITS AND FOR VERIFYING THE ACCURACY OF ALL INFORMATION SHOWN HEREON.



RAIL ROAD CHANNEL RECONSTRUCTION SHOWN FOR REFERENCE ONLY, THIS IS THE PREFERRED DISCHARGE ALTERNATIVE, BUT NOT PART OF THIS PROJECT



| | | |
|---------------------------|----|------|
| WORKPLAN NO. 5334-A | BY | DATE |
| INTERMEDIATE (65%) DESIGN | | |
| 3/18/2020 | | |

FOR REVIEW ONLY

STORM DRAIN IMPROVEMENT PROJECT
 PROP 1 STORM WATER TA
 CITY OF MENDOTA
 COUNTY OF FRESNO
 GENERAL
 OVERALL PROJECT LAYOUT

PROVEST & PRITCHARD
 CONSULTING ENGINEERS
 An Employee Owned Company
 286 WEST CROMWELL AVENUE
 FRESNO, CALIFORNIA 93711-6622
 559/449-2700 FAX 559/449-2715
 www.ppe3.com

| | |
|---|-----------------|
| DESIGN ENGINEER: Michael Osborn | CHECKED BY: |
| LICENSE NO: 66,022 | ASF |
| DATE: 03/18/2020 | |
| JOB NO: 273217001 | |
| PROJECT NO: 273217001 | |
| PHASE: T6.2 | |
| ORIGINAL SCALE SHOWN IS ONE INCH. ADJUST SCALE FOR REDUCED OR ENLARGED PLANS. | |
| SHEET C3 | OF 21 |



CITY OF MENDOTA

"Cantaloupe Center Of The World"

March 24, 2020

Daman Badyal, P.E.
Senior Water Resources Control Engineer
Storm Water Grant Program

SUBJECT: CITY OF MENDOTA'S APPLICATION FOR PROPOSITION 1 STORM WATER
GRANT PROGRAM IMPLEMENTATION PROJECT

Dear Mr. Badyal,

The Mendota City Council writes this letter of support for the Mendota Stormwater Improvement Project ("Project"), submitted to the State Water Resources Control Board for funding under the Proposition 1 Stormwater Implementation Grant Program as a multi-benefit stormwater management project.

The City Council represents the community served by the Project, which is designated a Severely Disadvantaged Community (SDAC). This letter is to confirm DAC representation and intent to engage the community in the implementation of the proposed Project. To date, DAC outreach has occurred through scheduled public agenda items as part of regular City Council meetings

The Project provides multiple direct environmental, economic and social benefits to our community. The Project aims to improve storm water quality; address significant street flooding that impacts public safety and property; and, provide urban greening for community health and livability. The Project also benefits our community through a reduced cost share, which allows the City to implement improvements that could not otherwise be funded.

Through public outreach and participation, this Project will also serve to educate our DAC members on the important role storm water holds within the larger water resource management framework.

Please accept this letter as our endorsement of, and commitment to, participate in future Project outreach and planning activities with our DAC community.

Sincerely,

Rolando Castro, Mayor



CITY OF MENDOTA

“Cantaloupe Center Of The World”

March 24, 2020

Wade Crowfoot
Secretary for Natural Resources
Prop 68 Urban Flood Protection Grant Program

SUBJECT: CITY OF MENDOTA'S APPLICATION FOR PROPOSITION 68 URBAN FLOOD PROTECTION GRANT PROJECT

Dear Mr. Crowfoot,

The Mendota City Council writes this letter of support for the Mendota Stormwater Improvement Project (“Project”), submitted to the California Natural Resources Agency for funding under the Proposition 68 Urban Flood Protection Grant Program as a multi-benefit stormwater management project.

The City Council represents the community served by the Project, which is designated a Severely Disadvantaged Community (SDAC). Our community experiences significant public street and private property flooding that is a risk to public safety and property. The Project will address one of the most egregious flooding areas (Naples Street from 5th Street to 10th Street) to reduce flooding through proactive storm water management rather than the current reactive measures that must be utilized (i.e., emergency pumping). The Project provides additional environmental, economic and social benefits to our community including improved storm water quality; new urban greening for community health and livability; and, resiliency to climate change disruptions. The Project also benefits our community financially by providing improvements that could not otherwise be funded. Through outreach and participation, this Project will also serve to educate the public concerning the important role storm water holds within the larger water resource management framework.

Please accept this letter as our endorsement of, and commitment to, the Project.

Sincerely,

Rolando Castro, Mayor

Code Enforcement
Monthly Report

| Address | Type of Case | 1st Notice | Deadline | Status | Fine Amount |
|--------------------|--------------------------|------------|----------|-----------------------|-------------|
| 355 L ST | COMMUNITY CONTACT | 3/1/2020 | N/A | COMPLETE | \$0.00 |
| 255 GREGG CT | MUNICIPAL CODE VIOLATION | 3/1/2020 | N/A | WARNING | \$0.00 |
| GAXIOLA/ GOMEZ | MUNICIPAL CODE VIOLATION | 3/1/2020 | N/A | WARNING | \$0.00 |
| MENDOTA CITY HALL | COMMUNITY CONTACT | 3/2/2020 | N/A | COMPLETE | \$0.00 |
| JENNINGS/ QUINCE | VEHICLE CHECK | 3/2/2020 | N/A | CITED/TOWED | \$50.00 |
| RIOS/ LOZANO | VEHICLE CHECK | 3/2/2020 | 3/5/2020 | TAGGED/ CAR WAS MOVED | \$0.00 |
| 711 OXNARD | MUNICIPAL CODE VIOLATION | 3/2/2020 | N/A | WARNING | \$0.00 |
| K ST/ FOURTH ST | MUNICIPAL CODE VIOLATION | 3/2/2020 | N/A | WARNING | \$0.00 |
| 617 GARCIA ST | FOLLOW UP | 3/2/2020 | N/A | COMPLETE | \$0.00 |
| N KATE ST/ KATE CT | FOLLOW UP | 3/2/2020 | N/A | COMPLETE | \$0.00 |
| RIOS/ GARCIA ST | VEHICLE CHECK | 3/2/2020 | 3/5/2020 | TAGGED/ CAR WAS MOVED | \$0.00 |
| LOLITA/ 9TH ST | VEHICLE CHECK | 3/2/2020 | N/A | CITED | \$50.00 |
| 615 GAXIOLA ST | FOLLOW UP | 3/3/2020 | N/A | COMPLETE | \$0.00 |
| 2ND/ MARIE | VEHICLE CHECK | 3/3/2020 | 3/6/2020 | TAGGED/ CAR WAS MOVED | \$0.00 |
| RIO FRIO/ NINTH | VEHICLE CHECK | 3/3/2020 | N/A | CHECKS OKAY | \$0.00 |
| GURROLA/ HOLMES | VEHICLE CHECK | 3/3/2020 | 3/6/2020 | TAGGED/ CAR WAS MOVED | \$0.00 |
| 2ND/ I ST | VEHICLE CHECK | 3/3/2020 | N/A | CHECKS OKAY | \$0.00 |
| PETRY/ MARTINEZ | VEHICLE CHECK | 3/3/2020 | N/A | CHECKS OKAY | \$0.00 |
| AMADOR/ OXNARD | VEHICLE CHECK | 3/4/2020 | N/A | CITED/TOWED | \$50.00 |
| 1709 JENNINGS | VEHICLE CHECK | 3/4/2020 | N/A | CITED | \$50.00 |
| SORENSEN/ MCCABE | VEHICLE CHECK | 3/4/2020 | N/A | CITED/TOWED | \$50.00 |
| MENDOTA CITY HALL | COMMUNITY CONTACT | 3/4/2020 | N/A | COMPLETE | \$0.00 |
| LOZANO/ PEREZ | VEHICLE CHECK | 3/4/2020 | 3/7/2020 | TAGGED/ CAR WAS MOVED | \$0.00 |
| QUINCE/ 9TH ST | MUNICIPAL CODE VIOLATION | 3/4/2020 | N/A | WARNING | \$0.00 |
| LOZANO/ BLANCO | VEHICLE CHECK | 3/4/2020 | 3/7/2020 | TAGGED/ CAR WAS MOVED | \$0.00 |
| LOZANO/ HERNANDEZ | VEHICLE CHECK | 3/4/2020 | 3/7/2020 | TAGGED/ CAR WAS MOVED | \$0.00 |
| MCCABE/ ROWE | VEHICLE CHECK | 3/4/2020 | N/A | CITED | \$50.00 |
| ROWE/ FLEMMINGS | VEHICLE CHECK | 3/4/2020 | N/A | CITED | \$50.00 |
| ESPINOZA/ OXNARD | VEHICLE CHECK | 3/4/2020 | N/A | CITED | \$50.00 |
| 274 J ST | COMMUNITY CONTACT | 3/5/2020 | N/A | COMPLETE | \$0.00 |
| 1590 11TH ST | MUNICIPAL CODE VIOLATION | 3/5/2020 | N/A | COMPLETE | \$0.00 |
| 1167 PUCHEU | MISC. INVESTIGATION | 3/5/2020 | N/A | COMPLETE | \$0.00 |

Code Enforcement
Monthly Report

| | | | | | |
|-----------------------------------|--------------------------|-----------|-----------|------------------------|---------|
| DIRT LOT ACROSS M&M MART | VEHICLE CHECK | 3/5/2020 | N/A | CHECKS OKAY | \$0.00 |
| FOOD CENTER | MUNICIPAL CODE VIOLATION | 3/6/2020 | N/A | WARNING | \$0.00 |
| VALLEY FOOD BWTN RIO FRIO/ 7TH | MUNICIPAL CODE VIOLATION | 3/6/2020 | N/A | WARNING | \$0.00 |
| CITY YARD | COMMUNITY CONTACT | 3/6/2020 | N/A | COMPLETE | \$0.00 |
| RECYCLING ON NAPLES | COMMUNITY CONTACT | 3/6/2020 | N/A | COMPLETE | \$0.00 |
| 5TH/ OLLER | COMMUNITY CONTACT | 3/7/2020 | N/A | COMPLETE | \$0.00 |
| SEGOVIA/ GONZALEZ | VEHICLE CHECK | 3/9/2020 | N/A | CITED | \$50.00 |
| GREGG CT [200-420] | VEHICLE CHECK | 3/9/2020 | N/A | CITED | \$50.00 |
| QUINCE/ BELMONT | MUNICIPAL CODE VIOLATION | 3/10/2020 | N/A | NECESSARY ACTION TAKEN | \$0.00 |
| 690 I ST | MUNICIPAL CODE VIOLATION | 3/10/2020 | N/A | WARNING | \$0.00 |
| VERA/ CASTRO | VEHICLE CHECK | 3/10/2020 | N/A | CITED | \$50.00 |
| VERA CIR/ CASTRO | VEHICLE CHECK | 3/10/2020 | N/A | CITED | \$50.00 |
| VERA CIR/ GURROLA | VEHICLE CHECK | 3/10/2020 | N/A | CHECKS OKAY | \$0.00 |
| KATE CT/ KATE ST | VEHICLE CHECK | 3/10/2020 | N/A | CHECKS OKAY | \$0.00 |
| MENDOTA CITY HALL | COMMUNITY CONTACT | 3/10/2020 | N/A | COMPLETE | \$0.00 |
| 903 JENNINGS | PARKING CITE | 3/10/2020 | N/A | CITED | \$50.00 |
| 104 KATE CT | FOLLOW UP | 3/10/2020 | N/A | COMPLETE | \$0.00 |
| PUCHEU/ 8TH | VEHICLE CHECK | 3/11/2020 | N/A | CITED | \$50.00 |
| 5TH/ QUINCE | VEHICLE CHECK | 3/11/2020 | N/A | CITED | \$50.00 |
| 524 KATE ST | FOLLOW UP | 3/11/2020 | N/A | COMPLETE | \$0.00 |
| 825 BELMONT | FOLLOW UP | 3/11/2020 | N/A | COMPLETE | \$0.00 |
| 6TH/ PUCHEU | MUNICIPAL CODE VIOLATION | 3/11/2020 | N/A | WARNING | \$0.00 |
| JENNINGS CIR/ JENNINGS | VEHICLE CHECK | 3/12/2020 | N/A | CITED | \$50.00 |
| JENNINGS CIR/ JENNINGS | VEHICLE CHECK | 3/13/2020 | N/A | CITED/TOWED | \$50.00 |
| 9TH/ PUCHEU | VEHICLE CHECK | 3/14/2020 | 3/17/2020 | TAGGED/ CAR WAS MOVED | \$0.00 |
| JENNINGS/ QUINCE | VEHICLE CHECK | 3/14/2020 | N/A | CITED | \$50.00 |
| 6TH/ LOLITA | COMMUNITY CONTACT | 3/15/2020 | N/A | COMPLETE | \$0.00 |
| 873 QUINCE | MUNICIPAL CODE VIOLATION | 3/15/2020 | N/A | WARNING | \$0.00 |
| JENNINGS/ RIO FRIO CIR | MUNICIPAL CODE VIOLATION | 3/15/2020 | N/A | WARNING | \$0.00 |
| GREGG CT/ SORENSON | VEHICLE CHECK | 3/15/2020 | N/A | CHECKS OKAY | \$0.00 |
| BLACK/ SAN PEDRO | VEHICLE CHECK | 3/15/2020 | N/A | CHECKS OKAY | \$0.00 |
| PETRY/ MARTINEZ | VEHICLE CHECK | 3/15/2020 | N/A | CITED | \$50.00 |

Code Enforcement
Monthly Report

| | | | | | |
|-------------------------------|--------------------------|-----------|-----------|------------------------|----------|
| L ST/ I ST | VEHICLE CHECK | 3/15/2020 | N/A | CITED | \$50.00 |
| DIVISADERO CIR/ DIVISADERO ST | VEHICLE CHECK | 3/15/2020 | N/A | CITED | \$50.00 |
| LOLITA/ NINTH | VEHICLE CHECK | 3/15/2020 | N/A | CITED/TOWED | \$50.00 |
| 201 SAN PEDRO | FOLLOW UP | 3/16/2020 | N/A | COMPLETE | \$0.00 |
| 630 KATE ST | DELIVER MESSAGE | 3/16/2020 | N/A | COMPLETE | \$0.00 |
| 722 JUANITA ST | FOLLOW UP | 3/16/2020 | N/A | COMPLETE | \$0.00 |
| 615 GAXIOLA ST | FOLLOW UP | 3/16/2020 | N/A | COMPLETE | \$0.00 |
| MENDOTA CITY HALL | COMMUNITY CONTACT | 3/16/2020 | N/A | COMPLETE | \$0.00 |
| MENDOTA CITY HALL | COMMUNITY CONTACT | 3/17/2020 | N/A | COMPLETE | \$0.00 |
| 825 BELMONT | MUNICIPAL CODE VIOLATION | 3/17/2020 | N/A | CITED | \$150.00 |
| 630 KATE ST | FOLLOW UP | 3/17/2020 | N/A | COMPLETE | \$0.00 |
| 64 QUIROGA | MUNICIPAL CODE VIOLATION | 3/17/2020 | N/A | WARNING | \$0.00 |
| 201 BLACK ST | FOLLOW UP | 3/17/2020 | N/A | COMPLETE | \$0.00 |
| 584 J ST | FOLLOW UP | 3/17/2020 | 4/1/2020 | COMPLETE | \$0.00 |
| 643 GAXIOLA | VEHICLE CHECK | 3/18/2020 | 3/21/2020 | TAGGED/ CAR WAS MOVED | \$0.00 |
| 10TH/ OLLER | MUNICIPAL CODE VIOLATION | 3/18/2020 | N/A | NECESSARY ACTION TAKEN | \$0.00 |
| 309 BLANCO ST | VEHICLE CHECK | 3/18/2020 | N/A | TAGGED/ CAR WAS MOVED | \$0.00 |
| ASH/ PEACH | PARKING CITE | 3/19/2020 | N/A | CITED | \$50.00 |
| 471 LOLITA | FOLLOW UP | 3/19/2020 | N/A | COMPLETE | \$0.00 |
| 175 PEACH | MUNICIPAL CODE VIOLATION | 3/19/2020 | N/A | COMPLETE | \$0.00 |
| 697 DERRICK | MUNICIPAL CODE VIOLATION | 3/20/2020 | N/A | COMPLETE | \$0.00 |
| CANAL / NINTH | MUNICIPAL CODE VIOLATION | 3/21/2020 | N/A | COMPLETE | \$0.00 |
| 885 STAMOULES | MUNICIPAL CODE VIOLATION | 3/21/2020 | N/A | COMPLETE | \$0.00 |
| 918 QUINCE ST | MUNICIPAL CODE VIOLATION | 3/21/2020 | N/A | COMPLETE | \$0.00 |
| 1725 8TH ST | MUNICIPAL CODE VIOLATION | 3/21/2020 | N/A | COMPLETE | \$0.00 |
| SILVA/ PETRY | VEHICLE CHECK | 3/21/2020 | N/A | CITED | \$50.00 |
| 6TH/ OLLER | MUNICIPAL CODE VIOLATION | 3/22/2020 | N/A | WARNING | \$0.00 |
| 6TH/ RIO FRIO | MUNICIPAL CODE VIOLATION | 3/22/2020 | N/A | WARNING | \$0.00 |
| JENNINGS/ RIO FRIO | VEHICLE CHECK | 3/22/2020 | N/A | CHECKS OKAY | \$0.00 |
| 10TH/ QUINCE | VEHICLE CHECK | 3/22/2020 | N/A | CITED | \$50.00 |
| 878 OLLER ST | FOLLOW UP | 3/23/2020 | N/A | COMPLETE | \$0.00 |
| 631 OXNARD | VEHICLE CHECK | 3/23/2020 | 3/26/2020 | TAGGED/ CAR WAS MOVED | \$0.00 |
| 256 SANTA CRUZ | VEHICLE CHECK | 3/23/2020 | N/A | CITED | \$50.00 |

Code Enforcement
Monthly Report

| | | | | | |
|---------------------|--------------------------|-----------|-----------|------------------------|----------|
| 69 DIAZ | PARKING CITE | 3/23/2020 | N/A | CITED | \$50.00 |
| 766 JUANITA | FOLLOW UP | 3/23/2020 | N/A | COMPLETE | \$0.00 |
| JUANITIA/ 8TH ST | FOLLOW UP | 3/23/2020 | N/A | COMPLETE | \$0.00 |
| 6TH/ NAPLES | MUNICIPAL CODE VIOLATION | 3/24/2020 | N/A | NECESSARY ACTION TAKEN | \$0.00 |
| CITY YARD | COMMUNITY CONTACT | 3/24/2020 | N/A | COMPLETE | \$0.00 |
| 6TH/ JUANITA ST | VEHICLE CHECK | 3/24/2020 | N/A | CHECKS OKAY | \$0.00 |
| 298 MALDONADO ST | MUNICIPAL CODE VIOLATION | 3/24/2020 | N/A | COMPLETE | \$0.00 |
| 362 J ST | MUNICIPAL CODE VIOLATION | 3/24/2020 | N/A | COMPLETE | \$0.00 |
| KATE/ I ST | MUNICIPAL CODE VIOLATION | 3/24/2020 | N/A | COMPLETE | \$0.00 |
| BLANCO/ GAXIOLA | VEHICLE CHECK | 3/24/2020 | N/A | CHECKS OKAY | \$0.00 |
| 643 QUINCE | COMMUNITY CONTACT | 3/24/2020 | N/A | COMPLETE | \$0.00 |
| UNIDA/ H ST | FOLLOW UP | 3/24/2020 | N/A | COMPLETE | \$0.00 |
| MENDOTA CITY HALL | COMMUNITY CONTACT | 3/25/2020 | N/A | COMPLETE | \$0.00 |
| 261 OLLER ST | COMMUNITY CONTACT | 3/25/2020 | N/A | COMPLETE | \$0.00 |
| 402 GONZALEZ | PARKING CITE | 3/25/2020 | N/A | CITED | \$50.00 |
| 7TH/ UNIDA | MUNICIPAL CODE VIOLATION | 3/25/2020 | N/A | CITED | \$150.00 |
| ROWE/ MCCABE | VEHICLE CHECK | 3/25/2020 | 3/28/2020 | TAGGED/ CAR WAS MOVED | \$0.00 |
| CANAL/ 8TH ST | MUNICIPAL CODE VIOLATION | 3/26/2020 | N/A | COMPLETE | \$0.00 |
| 676 SORENSON | FOLLOW UP | 3/27/2020 | N/A | COMPLETE | \$0.00 |
| 1690 7TH ST | COMMUNITY CONTACT | 3/27/2020 | N/A | COMPLETE | \$0.00 |
| GAXIOLA/ BARBOZA | MUNICIPAL CODE VIOLATION | 3/28/2020 | N/A | COMPLETE | \$0.00 |
| 6TH/ NAPLES | MUNICIPAL CODE VIOLATION | 3/28/2020 | N/A | COMPLETE | \$0.00 |
| PEACH/ ASH | MUNICIPAL CODE VIOLATION | 3/28/2020 | N/A | COMPLETE | \$0.00 |
| 4TH/ OLLER | MUNICIPAL CODE VIOLATION | 3/28/2020 | N/A | COMPLETE | \$0.00 |
| 9TH/ PUCHEU | MUNICIPAL CODE VIOLATION | 3/28/2020 | N/A | COMPLETE | \$0.00 |
| OLLER /10TH | MUNICIPAL CODE VIOLATION | 3/28/2020 | N/A | COMPLETE | \$0.00 |
| KATE ST/ DIVISADERO | MUNICIPAL CODE VIOLATION | 3/28/2020 | N/A | COMPLETE | \$0.00 |
| BASS AV/ HWY 33 | MUNICIPAL CODE VIOLATION | 3/29/2020 | N/A | COMPLETE | \$0.00 |
| QUINCE/ 7TH | MUNICIPAL CODE VIOLATION | 3/29/2020 | N/A | COMPLETE | \$0.00 |
| QUINCE/ 8TH ST | MUNICIPAL CODE VIOLATION | 3/29/2020 | N/A | COMPLETE | \$0.00 |
| RIO FRIO/ NINTH | VEHICLE CHECK | 3/29/2020 | N/A | CITED | \$50.00 |
| GREGG CT / SORENSON | PARKING CITE | 3/29/2020 | N/A | COMPLETE | \$0.00 |
| BANDONU CT/ PETRY | VEHICLE CHECK | 3/29/2020 | N/A | CITED | \$50.00 |
| 711 OXNARD | MUNICIPAL CODE VIOLATION | 3/29/2020 | N/A | COMPLETE | \$0.00 |

Code Enforcement
Monthly Report

| | | | | | |
|---------------------|--------------------------------|-----------|-----|------------------------|------------|
| JUANITA/ DIVISADERO | MUNICIPAL CODE VIOLATION | 3/29/2020 | N/A | NECESSARY ACTION TAKEN | \$0.00 |
| RIOS/ LOZANO | MUNICIPAL CODE VIOLATION | 3/30/2020 | N/A | COMPLETE | \$0.00 |
| FOURTH/ J ST | MUNICIPAL CODE VIOLATION | 3/30/2020 | N/A | COMPLETE | \$0.00 |
| SORENSEN/ LOCUST | MUNICIPAL CODE VIOLATION | 3/30/2020 | N/A | COMPLETE | \$0.00 |
| GREGG CT [200-420] | MUNICIPAL CODE VIOLATION | 3/30/2020 | N/A | COMPLETE | \$0.00 |
| SAN PEDRO/ BLACK | MUNICIPAL CODE VIOLATION | 3/30/2020 | N/A | COMPLETE | \$0.00 |
| NAPLES/ NINTH | MUNICIPAL CODE VIOLATION | 3/30/2020 | N/A | COMPLETE | \$0.00 |
| 655 LOLITA ST | FIRE/ MUNICIPAL CODE VIOLATION | 3/31/2020 | N/A | NECESSARY ACTION TAKEN | \$0.00 |
| 354 QUINCE ST | FOLLOW UP | 3/31/2020 | N/A | COMPLETE | \$0.00 |
| 202 I ST | MUNICIPAL CODE VIOLATION | 3/31/2020 | N/A | UNFOUNDED | \$0.00 |
| | | | | TOTAL: | \$1,800.00 |



POLICE

M E N D O T A

MEMORANDUM

Date: April 1, 2020
To: Cristian Gonzalez, City Manager
Mendota City Council Members
From: Gregg L. Andreotti, Chief of Police
Subject: Monthly Report for March 2020

For an unknown reason, an unknown suspect hit the victim with a plastic pipe on 7th street and then fled the scene.

Subject check by Hwy 33/Bass discovered an active warrant. He was arrested, cited and released.

A wanted suspect contacted officers at the police department. He was arrested and transported to Jail.

Vehicle stop by Sorensen/Gregg Ct discovered the driver was in possession of methamphetamine. He was arrested, cited and released.

An unknown suspect damaged a window to the victim's Tuft Street residence.

Officers witnessed two trucks racing north of Oller Street. Both trucks were stopped, and officers discovered neither driver had a valid driver's license. Both were cited and released.

A known student made unwanted comments and then grabbed another student while walking home from a local school. The victim later reported the incident to officers.

Non-injury traffic collision at Tuft/Derrick. Both parties remained on scene.

Subject check by Marie/2nd discovered outstanding warrants. He was arrested, cited and released.

A known suspect stole the victim's cell phone by 7th/Stamoules and then fled. She was located, arrested and transported to Jail.

An unknown suspect stole the ipad belonging to a delivery driver while in a mini mart on Oller Street.

A known restrained person was witnessed following the protected person in a vehicle but did not contact the protected person.

An unknown suspect damaged the door frame of a residence for sale on Oller Street.

Officers identified the cell phone and user involved in sending inappropriate and threatening text messages to MUSD students. Case submitted for review.

Non-injury hit and run on I Street. An unknown suspect hit the victim's vehicle while it was parked.

Subject check at 4th/Lolita discovered he was in possession of a meth pipe. He was arrested, cited and released.

A known suspect was at a local mini mart on Oller in violation of a prior no trespassing admonishment. He was contacted, arrested and transported to Jail.

An unknown suspect cut an entryway into the north side of the City Water Yard fence. No known items were moved or stolen.

A person wanted on an outstanding DUI arrest warrant was contacted at his 4th Street residence and taken into custody. He was cited and released.

Subject check at Rio Frio/7th located an active warrant for his arrest. He was arrested, cited and released.

Subject check discovered he was a wanted parolee. He was arrested and transported to Jail.

Non-injury traffic collision at Oller/8th. All parties remained on scene.

Vehicle stop at Oller/9th discovered the driver was wanted on a DUI warrant. He was arrested, cited and released.

Bicycle stop at Marie/9th discovered he was in possession of Methamphetamine and a meth pipe. He was arrested, cited and released.

Subject check at Naples/9th discovered he was intoxicated. He was arrested, cited and released to a sober adult.

An unknown suspect stole the victim's vehicle while it was parked on Tule Street.

Vehicle stop at Rio Frio/6th discovered the driver was driving on a suspended CDL and wanted on active warrants. He was arrested, cited and released.

Disturbance at a residence on Garcia Street discovered the suspect hit the victim. The suspect was arrested and transported to Jail.

An unknown suspect entered the victim's Pucheu Street back yard and stole miscellaneous tools and items.

Disturbance at a property by Lolita/6th resulted in the suspect hitting the victim. The victim refused to press charges.

Disturbance at a residence on Derrick resulted in a known suspect hitting the victim. The suspect fled prior to officers arriving. The victim refused EMS on scene, but later went to an ER for treatment.

Report of loud music at a 7th Street location. Officers contacted the responsible person and discovered he was in possession of drug paraphernalia and methamphetamine. He was arrested, cited and released.

Non-injury traffic collision at Oller/9th. All parties remained on scene.

An unknown suspect stole the victim's keys from his unlocked vehicle while it was parked.

A known suspect was detained by the victim for damaging his vehicle on 9th Street. The second suspect fled the area prior to officers arriving. The detained suspect was contacted by officers, arrested and transported to JJC.

An unknown suspect broke into the victim's vehicle while parked on Divisadero Street and stole her purse.

A restrained person went to the protected person's residence in violation of an active restraining order. He was contacted on the property and arrested. He was transported to Jail.

An unknown suspect stole the license plate from the victim's vehicle while it was parked on Quince.

An unknown suspect vandalized the snake bar at a local park.

Two subjects were contacted on Derrick selling produce without a license. They were FI'ed for information and referred to City Hall for a business license.

Subject check on Stamoules discovered he was a wanted parolee. He was arrested and transported to Jail.

Disturbance at a residence on Gonzalez discovered a known suspect threatened the victim. The suspect fled prior to officers arriving. The suspect was located by officers and arrested. He was transported to Jail.

Subject check at Oller/6th resulted in an FI for information.

Subject check at a local park discovered he was a wanted person. He was arrested and transported to Jail.

Vehicle stop at Quince/Belmont discovered the driver was impaired by marijuana. He was arrested for DUI and transported to jail.

Subject check at Derrick/2nd discovered he was in possession of an open container of alcohol. He was cited and released.

An unknown suspect damaged the window to a business on 7th Street.

Vehicle stop at Guillen Parkway/Marie discovered the driver was driving on a suspended CDL, was wanted on an active warrant and driving while intoxicated. He was arrested for DUI and the warrant, cited and released.

Subject check on Sorensen discovered active warrants for his arrest. He was arrested, cited and released.

Vehicle stop by Oller/Derrick discovered two occupants were wanted on active out of county warrants. Both were cited and released.

A vehicle was seen by officers breaking traction and causing burnt rubber smoke to fill the air by Sorensen/Holmes. Officers stopped the vehicle and arrested the driver. He was later cited and released.

Subject check by 7th/Stamoules resulted in an FI for information.

Disturbance at a residence on 6th Street resulted in the suspect hitting the victim. The suspect was contacted by officers, arrested and transported to Jail.

Officers contacted a subject trespassing on business property on Marie Street. He was found to be in possession of methamphetamine and arrested. He was later cited and released. The business declined to press trespassing charges.

An unknown suspect vandalized the fence at an Inez Street property.

Officers responded to a Kate address regarding a stolen bicycle. While in route officers located the bicycle in the possession of an unknown subject. The victim positively identified the bicycle but declined to press charges on the subject.

A known suspect hit two victims while at a 7th street residence. The suspect fled prior to officers arriving.

A restrained party was reported to be at the protected party's 7th Street residence. Officers responded and located the suspect on the property outside the residence. He was arrested and found to be in possession of Cocaine. He was later transported to Jail.

Officer contacted major businesses in Mendota and admonished responsible parties regarding price gouging during a State of Emergency.

Unwanted subject trespassing on business property on 7th Street. Officers contacted the suspect who was arrested by the property owner. He was transported to Jail.

Subject check on Puchue Street discovered he was in possession of vehicle theft tools, methamphetamine and a meth pipe. He was arrested, cited and released.

An unknown suspect damaged engine parts to the victim's vehicle while it was parked on Ash Street.

Disturbance at a residence on Divisadero discovered the suspect hit the victim. The suspect was arrested, cited and released.

Non-injury traffic collision on I Street. Both parties remained on scene.

Subject check by Lolita/9th Street discovered he was on active parole. He was Fled for information.

An unknown suspect broke into the victim's vehicle while parked on Rio Frio Street and stole the radio.

Officers discovered a suspect wanted in a prior investigation was back in the City. He was contacted, arrested and transported to Jail.

An unknown suspect stole the victim's vehicle while it was parked on Rio Frio.

Subject check by 6th/Lolita resulted in an FI for information.

Patrol check of parking lot vendor at 5th/Oller discovered the owners were not licensed to sell and one of them was wanted on an outstanding warrant. He was arrested and transported to Jail. The out of town vendor packed up and left pending a city Business License.

Subject check on 4th Street discovered he was a wanted parolee. He was arrested and transported to Jail.

Subject check on Derrick discovered he was wanted for probation violation. He was arrested and transported to Jail.

An unknown suspect damaged a window to a church on Juanita Street.

An unknown suspect stole hand tools from the victim's vehicle while parked on 6th Street

Subject check at 6th/Lolita discovered he was on active probation and found in possession of a meth pipe. He was arrested, cited and released.

An unknown suspect entered the victim's vehicle while parked on Naples and stole his wallet and cell phone.

An unknown suspect broke a window on the victim's vehicle while it was parked on the roadway.

Officers responded to a report of a person throwing bottles from a vehicle. Officers located the vehicle by Blanco/Garcia Streets and conducted a vehicle stop. The driver was found to be intoxicated and arrested for DUI. He was cited and released.

A known suspect admitted to the victim he stole her vehicle while it was parked on L Street. The vehicle was later located in Firebaugh and recovered.

An unknown suspect stole the victim's car while it was parked on J Street.

Officers discovered a reported stolen vehicle from Firebaugh at a local park. The vehicle was released to the owner.

Subject check at Divisadero/Kate discovered he was on active parole. He was Fled for information.

Subject check on Derrick discovered he was on active parole. He was found in possession of a handgun and methamphetamine, arrested and transported to Jail.

Non-injury traffic collision at Oller/Belmont. All parties remained on scene.

Vehicle check by Naples/8th Street of subjects offloading an illegally parked truck. The contact resulted in an FI for information.

An unknown suspect stole the victim's vehicle from Pucheu Street. Officers located the unattended vehicle in a field by I Street and returned it to the owner.

Unwanted subject at a residence on Quince Street was contacted and found to be wanted on active warrants. He was arrested, cited and released.

Unwanted subjects in a lot behind a store on Hwy33. Officers contacted the subjects and discovered one was wanted on an outstanding warrant. He was arrested, cited and released.

Subject check at Derrick/6th discovered she was wanted on an active warrant. She was arrested, cited and released.

An unknown subject stole the victim's vehicle while it was parked on Canal Street.

Disturbance at a residence on Sorensen resulted in the suspect hitting the victim and then fleeing the scene. Officers located the suspect and arrested him. He was transported to Jail.

While the victim was driving on Quince Street a known suspect was driving by when the suspect threw an object from her car hitting the victim's vehicle. The known suspect then fled the scene.

Disturbance at a residence resulted in the suspect hitting the victim. The suspect fled the scene before officers arrived but was located and arrested. He was transported to Jail.

Report of an uncooperative subject on Marie Street discovered he was intoxicated and responsible for a non-injury traffic collision. He was arrested for DUI, cited and released to a sober adult.

Subject check west of the railroad tracks by a local park. He was FI'ed for information.

An unknown suspect stole the victim's vehicle while it was parked by Black/Sorensen Streets. Firebaugh Police located the vehicle in their city and arrested the suspect. He was transported to Jail.

Low Jack hit by Perez/Lozano. Officers located the stolen vehicle by Barboza/Garcia and recovered it. Suspect unknown.

Officers assisted Cal Fire at the scene of a structure fire on Lolita. Building Code Violations were discovered, and Code Enforcement officers responded.

A possible known suspect damaged the victim's vehicle while it was parked on 11th Street.

Strategic Planning:

- Operational adjustments were made to maintain efficiency during COVID-19 event

Personnel Information:

- *The following Police Department positions remain vacant and frozen:*
 - *One Police Officer*
 - *One Administrative Assistant*