



CITY OF MENDOTA

“Cantaloupe Center Of The World”

ROLANDO CASTRO
Mayor

JESUS MENDOZA
Mayor Pro Tem

JOSE ALONSO

JOSEPH R. RIOFRIO

OSCAR ROSALES

AGENDA MENDOTA CITY COUNCIL

Regular City Council Meeting
CITY COUNCIL CHAMBERS
643 QUINCE STREET
April 13, 2021
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.

Si necesita servicios de interpretación para participar en esta reunión, comuníquese con la Secretaria de la Ciudad al (559) 655-3291 o (559) 577-7692 entre las 8 a.m. y las 5 p.m. De lunes a viernes. La notificación de al menos veinticuatro horas antes de la reunión permitirá al personal adoptar las disposiciones necesarias para garantizar su participación en la reunión.

If you would like to participate in this meeting via Zoom, please use the following information:

Dial-in number: 1(669) 900-6833 Meeting ID: 481 456 459 Password: 93640

<https://zoom.us/j/481456459?pwd=S1ZEc0VYaXRRTFp6c293cHMvQlA1dz09>

CALL TO ORDER

ROLL CALL

FLAG SALUTE

FINALIZE THE AGENDA

1. Adjustments to Agenda
2. Adoption of final Agenda

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 the 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 and state their names and addresses for the record. Please watch the time.

APPROVAL OF MINUTES AND NOTICE OF WAIVING OF READING

1. Minutes of the regular City Council meeting of March 23, 2021.
2. Notice of waiving of the reading of all resolutions and/or ordinances introduced and/or adopted under this agenda.

City Council Agenda

1

April 13, 2021

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 23, 2021 THROUGH APRIL 7, 2021
WARRANT LIST CHECK NOS. 50109 THROUGH 50191
TOTAL FOR COUNCIL APPROVAL = \$547,426.33
2. Proposed adoption of **Resolution No. 21-18**, authorizing entering into a funding agreement with the State Water Resources Control Board and authorizing and designating a representative for the Stormwater Improvement Project.
3. Proposed adoption of **Resolution No. 21-19**, authorizing the submittal of an application to the Public Benefits Grants Program New Alternative Fuel Vehicle purchase and authorizing the City Manager or his designee to execute all required documents.
4. Proposed adoption of **Resolution No. 21-20**, approving the agreement between the City of Mendota and the Fresno County Economic Development Corporation for fiscal year 2021-2022 and authorizing the City Manager to execute the same.
5. Proposed adoption of **Resolution No. 21-21**, setting the schedule for a special City Council meeting to consider the budget for fiscal year 2021-2022.
6. Proposed adoption of **Resolution No. 21-23**, approving entrance into an agreement with NHA Advisors for services needed for the Mendota City Hall and Police Department project.

BUSINESS

1. Council discussion and appointment of a Mendota resident to the Recreation Commission.
 - a. *Receive report from City Clerk Cabrera-Garcia*
 - b. *Inquiries from Council to staff*
 - c. *Mayor Castro opens floor to receive any comment from the public*
 - d. *Council motion to appoint a Mendota resident to the Recreation Commission*

PUBLIC HEARING

1. Public hearing and proposed adoption of **Resolution No. 21-22**, confirming the diagram and authorizing the levy and collection of assessments for Landscape and Lighting Maintenance District No. 2019-01 for Fiscal Year 2021-2022.
 - a. *Receive report from City Engineer Osborn*
 - b. *Inquiries from Council to staff*
 - c. *Mayor opens the public hearing, accepting comments from the public*
 - d. *Mayor closes the public hearing*
 - e. *Council provide any input, and consider Resolution No. 21-22 for adoption*

DEPARTMENT REPORTS AND INFORMATIONAL ITEMS

1. Finance Officer
 - a) Grant Update
2. City Engineer
 - a) Update
3. City Attorney
 - b) Update
4. City Manager

MAYOR AND COUNCIL REPORTS AND INFORMATIONAL ITEMS

1. Council Member(s)
2. Mayor

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 13, 2021, was posted on the outside bulletin board located at City Hall, 643 Quince Street, on Friday, April 9, 2021 at 2:30 p.m.



Celeste Cabrera-Garcia, City Clerk



MINUTES OF MENDOTA REGULAR CITY COUNCIL MEETING

Regular Meeting

March 23, 2021

Meeting called to order by Mayor Castro at 6:03 p.m.

Roll Call

Council Members Present: Mayor Rolando Castro, Mayor Pro Tem Jesus Mendoza, Councilors Jose Alonso, 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 Alonso; unanimously approved (5 ayes).

PRESENTATION

1. Will Oliver with Fresno County Economic Development Corporation to provide a presentation on the services that the agency provides.

Will Oliver introduced the Fresno County Economic Development Corporation and provided information on the agency.

Lee Ann Eager with Fresno County EDC provided information about the agency.

Robin Montgomery with Fresno County EDC provided information about the agency.

Curtis Williamson with Fresno County EDC provided information about the agency.

Discussion was held on the services that Fresno County EDC provides and the status of the electric airplane project.

2. Jeff Roberts with the Assemi Group to provide a presentation on the proposed Kamm Avenue Processing Plant.

Jeff Roberts with the Assemi Group provided information about the proposed Kamm Avenue Processing Plant.

Discussion was held on the proposed project.

CITIZENS ORAL AND WRITTEN PRESENTATIONS

Sergio Valdez – inquired about a post that was made on social media regarding street sweeping.

Discussion was held on Mr. Valdez’s comments.

John Duggin – inquired about the status of the use of the baseball fields.

Discussion was held on Mr. Duggin’s inquiry.

APPROVAL OF MINUTES AND NOTICE OF WAIVING OF READING

1. Minutes of the regular City Council meeting of March 9, 2021 and the special City Council meeting of March 11, 2021.
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 Councilor Rosales to approve items 1 and 2, seconded by Councilor Riofrio; unanimously approved (5 ayes).

CONSENT CALENDAR

1. MARCH 4, 2021 THROUGH MARCH 17, 2021
WARRANT LIST CHECK NOS. 50062 THROUGH 50108
TOTAL FOR COUNCIL APPROVAL = \$1,127,672.89
2. Proposed adoption of **Resolution No. 21-15**, Authorizing the City Manager or His Designee to Execute the A&E Consultant Agreement (Contract) with Provost & Pritchard Consulting Group for Preparation of Final Engineering Plans, Specifications, and Estimate for the Citywide Railroad Corridor Crossing Improvements, Federal Aid Project No. STPL-5285(020).

3. Proposed adoption of **Resolution No. 21-16**, Accepting the Engineer's Report for Landscape and Lighting Maintenance District 2019-01 for Fiscal Year 2021-2022, Declaring Its Intention to Levy and Collect Assessments for Fiscal Year 2021-2022, and Scheduling a Public Hearing for Consideration of Same.
4. Proposed adoption of **Resolution No. 21-17**, Supporting the Kamm Avenue Pistachio Processing Plant.

A motion was made by Councilor Rosales to approve items 1 through 4 of the Consent Calendar, seconded by Councilor Riofrio; unanimously approved (5 ayes).

BUSINESS

1. Proposed adoption of **Resolution No. 21-14**, Conditionally Approving the Exclusive-Use Permits for City Facilities for 2021.

Mayor Castro introduced the item and Finance Officer Diaz provided the report.

Discussion was held on the item.

Dino Perez – commented on the item.

Discussion was held on the comments made by Mr. Perez.

John Duggin – commented on the item.

Discussion was held on the comments made by Mr. Duggin.

Sergio Valdez – commented on the item.

Discussion was held on the comments made by Mr. Valdez, the item, and the possibility of updating the fees charged for the use of City facilities.

A motion was made by Mayor Pro Tem Mendoza to adopt Resolution No. 21-14 with the approval of only the open market applications with additional conditions, request that the Recreation Commission consider the applications for the use of the baseball fields, table all other applications to future Council meetings, and direct staff to look into the possibility of updating the fees charged for the use of City facilities, seconded by Councilor Riofrio; unanimously approved (5 ayes).

DEPARTMENT REPORTS AND INFORMATIONAL ITEMS

1. Animal Control, Code Enforcement, and Police Department
 - a) Monthly Report

Chief of Police Smith provided the report for the Code Enforcement department, including a personnel update, and community beautification efforts.

Chief Smith provided the report for the Animal Control department including an update on animal control activities and statistics.

Chief Smith provided the report for the Police Department including the status of the police canine program; crime statistics and significant cases; crime trends; and the existence of hot shot trailers in the community.

Discussion was held on issuing a public notice regarding crime trends; the police canine program; the possibility of modifying the municipal code to include provisions regarding hot shot trailers in the community; and individuals utilizing a dirt road near Latino Market.

2. City Attorney
a) Update

City Attorney Kinsey provided an update regarding the work of his office relating to the cannabis businesses; the status of an abatement case; and commented on the ongoing litigation regarding the groundwater sustainability plan.

Discussion was held on the information provided by City Attorney Kinsey.

3. City Manager

City Manager Gonzalez reported on the upcoming Earth Day event; the Mendota Pharmacy grand opening that was recently held; the upcoming Boca Del Rio groundbreaking event; and provided a personnel update for the Public Works Department.

Discussion was held on a letter that was provided to the residents of the Las Palmas subdivision regarding a flood insurance requirement; the possibility of establishing a renter's fee; the condition of the trailer park; the status of the roundabout at the intersection of Oller Street and Derrick Avenue; and the status of Little Caesars.

MAYOR AND COUNCIL REPORTS AND INFORMATIONAL ITEMS

1. Council Member(s)

Councilor Alonso commented on the grand opening of the Mendota Pharmacy; a meeting with Congressman Valadao; and the upcoming COVID-19 vaccination event.

Councilor Rosales commented on the upcoming COVID-19 vaccination events and thanked the police department for their work on a recent case.

Councilor Riofrio commented on a road trip.

Mayor Pro Tem Mendoza commented on his experience with receiving the COVID-19 vaccine; thanked staff and the public; and commented on posts/comments made on social media.

2. Mayor

Mayor Castro commented on the upcoming COVID-19 vaccination events; a meeting with Congressman Valadao; and the changes that have been made to the municipal code regarding violations and enforcement mechanisms.

Discussion was held on beautifying the community.

CLOSED SESSION

1. PUBLIC EMPLOYMENT

Pursuant to CA Government Code § 54957.6

Topic: Management Employee Compensation and Benefit Plan

City's Designated Representative and Negotiator: Cristian Gonzalez, City Manager

At 8:13 p.m. the Council moved into closed.

At 8:54 p.m. the Council reconvened in open session and City Attorney Kinsey stated that in regard to item 1 there was no reportable action.

ADJOURNMENT

With no more business to be brought before the Council, a motion for adjournment was made at 8:54 p.m. by Councilor Alonso, seconded by Councilor Rosales unanimously approved (5 ayes).

Rolando Castro, Mayor

ATTEST:

Celeste Cabrera-Garcia, City Clerk

CITY OF MENDOTA
CASH DISBURSEMENTS
3/23/2021-4/7/2021
CHECK# 50109-50191

Date	Check #	Check Amount	Vendor	Department	Description
3/23/2021	50109	\$ 323.96	ADT SECURITY SERVICES	GENERAL-WATER	SECURITY SERVICES FOR ROJAS PARK 4/1/21-6/30/21, SECURITY SERVICES FOR 4/3/21-5/2/21 COMM. CENTER & WT PLANT
3/23/2021	50110	\$ 23,822.08	AETNA LIFE INSURANCE COMPANY	GENERAL	MEDICAL INSURANCE FOR APRIL 2021
3/23/2021	50111	\$ 5,368.92	AMERITAS GROUP	GENERAL	VISION & DENTAL INSURANCE FOR APRIL 2021
3/23/2021	50112	\$ 4,912.86	COOK'S COMMUNICATIONS	GENERAL	(5) KENWOOD RADIOS, ANTENAS, BATTERIES, MICS (PD)
3/23/2021	50113	\$ 134,762.43	FRESNO COUNTY FIRE	GENERAL-CFD FUND- FIRE PROTECTION	FY2021 FIRE PROTECTION SERVICES 7/1/20-12/31/2020
3/23/2021	50114	\$ 194.36	PITNEY BOWES INC.	GENERAL-WATER-SEWER	POSTAGE METER RENTAL 01/11/21, 01/12/21, 02/09/21
3/23/2021	50115	\$ 1,042.73	PURCHASE POWER	GENERAL-WATER-SEWER	POSTAGE METER REFILL 3/12/2021 & 3/14/2021
3/23/2021	50116	\$ 803.83	THE HOME DEPOT	GENERAL-WATER-STREETS	1" SHARKBITE COUPLING & REDUCER, PAINT & SUPPLIES, FAIRMONT 20IN X36 FT COMFORT, TOGGLED 48" 16W LED
3/26/2021	50117	\$ 47,737.13	COOK'S COMMUNICATIONS	GENERAL-DONATION	(3) 2020 FORD POLICE INTERCEPTORS PATROL BUILDS, K9 RETRO FIT, 2019 FORD POLICE INTERCEPTOR UNIT
3/30/2021	50118	\$ 98,252.00	CITY OF MENDOTA PAYROLL	GENERAL	PAYROLL TRANSFER FOR 3/15/2021-3/28/2021
3/30/2021	50119	\$ 308.25	ADT SECURITY SERVICES	GENERAL-WATER-SEWER	SECURITY SERVICES 4/13/21-5/12/21 CITYHALL/DMV/EDD
3/30/2021	50120	\$ 669.84	AFLAC	GENERAL	AFLAC INSURANCE FOR THE MONTH OF MARCH 2021
3/30/2021	50121	\$ 98.94	ARAMARK	GENERAL-WATER-SEWER	PUBLIC WORKS UNIFORM RENTALS 3/18/2021
3/30/2021	50122	\$ 161.96	BATTERIES PLUS BULBS	STREETS	CUSTOM BATTERY PACK 16 CELL (7TH ST. SOLAR STOPS)
3/30/2021	50123	\$ 740.00	BC LABORATORIES, INC.	WATER	DRINKING WATER-EDT TTHM/HAA5 1ST QUARTER
3/30/2021	50124	\$ 1,020.00	BSK ASSOCIATES	WATER-SEWER	MONTHLY WASTEWATER WW MONTHLY(WEEK2-5) WDDID 2/23/21, GENERAL EDT WEEKLY TREATMENT& DISTRIBUTION 3/2/21
3/30/2021	50125	\$ 852.61	CAMCO	GENERAL-WATER-SEWER-STREETS	(1) DIAPHRAGM PUMP 13.9 GPM ITEM# JDP139, (1) DIAPHRAGM PUMP 13.9 GPM "RIGHT OF WAY"
3/30/2021	50126	\$ 70.00	CCAC	GENERAL-WATER-SEWER	BUSINESS PROCESS IMPROVEMENTS EDUCATION WORKSHOP, WORKING IN POST COVID WORKPLACE EDUCATION WORKSHOP
3/30/2021	50127	\$ 920.60	CORBIN WILLITS SY'S INC.	GENERAL-WATER-SEWER	ENHANCEMENT & SERVICES MOMS FEES FOR APRIL 2021
3/30/2021	50128	\$ 88.80	CROWN SERVICES CO.	GENERAL-WATER	TOILET 1XWK 1000 AIRPORT BLVD BLDG #A, TOILET W/INSK 1XWK 1300 2ND ST.
3/30/2021	50129	\$ 175.00	DEPARTMENT OF JUSTICE	GENERAL	(5) BLOOD ALCOHOL ANALYSIS FOR FEBRUARY 2021 (PD)
3/30/2021	50130	\$ 1,749.69	EINERSON'S PREPRESS	GENERAL-WATER-SEWER	UTILITY BILLS QTY:10,000 PRINTING & SHIPPING, 12,000 LEFT-HAND WINDOW ENVELOPES PRINT & SHIP
3/30/2021	50131	\$ 124.96	FRESNO COUNTY SHERIFF	GENERAL	PRISONER PROCESSING SERVICES 10/1/20-12/31/20 OTR 2-PD
3/30/2021	50132	\$ 372.00	KERWEST NEWSPAPER	GENERAL	(8) SUMMARIES OF ORDINANCES NO. 21-05, 21-06, SUMMARIES OF ORDINANCES NO. 21-04
3/30/2021	50133	\$ 150.00	LOS AMADORES	GENERAL	(2) SYMPATHY ARRANGEMENTS FOR MAYOR CASTRO FAMILY, (1) SYMPATHY ARRANGEMENT MENDOZA FAMILY
3/30/2021	50135	\$ 57,249.59	MID VALLEY DISPOSAL, INC	REFUSE	SANITATION CONTRACT SERVICES FOR FEBRUARY 2021
3/30/2021	50136	\$ 1,822.02	MUTUAL OF OMAHA	GENERAL	LIFE, AD&D, LTD, STD INSURANCE FOR APRIL 2021
3/30/2021	50137	\$ 1,449.19	NORTHSTAR CHEMICAL	WATER	(735) GAL SODIUM HYPOCHLORITE 12.5%
3/30/2021	50138	\$ 19,752.80	PG&E	GENERAL-WATER-SEWER-STREETS-AIRPORT	WATER DEPARTMENT UTILITIES 2/10/2021-3/11/2021, CITYWIDE UTILITIES FOR 2/8/2021-3/9/2021
3/30/2021	50139	\$ 1,943.40	PROVOST & PRITCHARD	GENERAL	20-24 LEFT BANK CANNABIS ENTITLEMENTS
3/30/2021	50140	\$ 1,649.76	SIGNMAX	STREETS	24X24 HIP BLK/YEL TRAFFIC SIGN- STREETS, SQUARE POST 10FT 2X2 14 GA, DRIVE RIVET 3/8- STREETS
3/30/2021	50141	\$ 1,090.06	BANKCARD CENTER	GENERAL-WATER-SEWER-DONATION	CREDIT CARD EXPENSES FOR 2/25/2021-3/24/2021, 2021 CCAC ANNUAL CONFERENCE, CHEWY DOG FOOD & WIRE DOG CRATE
3/30/2021	50142	\$ 1,090.06	TECH MASTER PEST MANAGEMENT	GENERAL-WATER-SEWER-	PEST CONTROL SERVICES CITYHALL/DMV/YOUTH CENTER 3/23/21, ROJAS PARK SQUIRREL & GOPHER BAIT STATIONS MAR. 2021
3/30/2021	50143	\$ 1,016.30	TRIANGLE ROCK PRODUCTS,LLC	STREETS	ST 3/8 CM SC3000 AGG & ASPHALT QTY: 6.24 ST. PATCHING, ST 3/8 SC 3000 QTY: 8.05. ST. PATCHING- BARBOZA & PEREZ
3/30/2021	50144	\$ 129.62	UNIFIRST CORPORATION	GENERAL-WATER-SEWER	JANITORIAL SERVICES FOR 03/2021 TERRY CLOTHS, MOPS
4/7/2021	50145	\$ 48.59	ACE TROPHY SHOP	GENERAL	(3) NAME PLATES (PLANNING)

CITY OF MENDOTA
CASH DISBURSEMENTS
3/23/2021-4/7/2021
CHECK# 50109-50191

4/7/2021	50146	\$	2,422.50	ADMINISTRATIVE SOLUTIONS- FRESNO	GENERAL	MONTHLY MEDICAL ADMINISTRATION-JANUARY & FEBRUARY 2021 & MERP, HRA ADMINISTRATION - JAN.FEB. MAR. 2021
4/7/2021	50147	\$	1,008.13	ALERT-O-LITE	WATER-SEWER-STREETS	MOTOR OIL AND SPINDLE BEARING FOR CONCRETE SAW-ST., (1) FUEL FILTER,(1) 55 GAL DRUM, 30GAL DIESEL FUEL
4/7/2021	50148	\$	1,135.69	AUTOMATED OFFICE SYSTEMS	GENERAL-WATER-SEWER	MAINTENANCE CONTRACT COPIER MARCH 2021- CITY HALL & PD
4/7/2021	50149	\$	98.94	ARAMARK	GENERAL-WATER-SEWER	PUBLIC WORKS UNIFORM RENTALS 3/25/2021
4/7/2021	50150	\$	752.89	AT&T	GENERAL-WATER-SEWER	CITYWIDE TELEPHONE SERVICES 2/25/2021-3/24/2021 , POLICE DISPATCH PHONE SERVICES 2/27/2021-3/26/2021
3/2/2021	50150	\$	95,255.00	CITY OF MENDOTA PAYROLL	GENERAL	PAYROLL TRANSFER 2/15-2/18/2021
4/7/2021	50151	\$	359.08	BSK ASSOCIATES	WATER-SEWER	MONTHLY WASTEWATER WW MONTHLY (WEEK 2-5) 3/26/2021 & 3/23/2021, GENERAL EDT WEEKLY TREATMENT& DISTRIBUTION
4/7/2021	50152	\$	185.00	CENTRAL VALLEY	GENERAL	(1) ETHYL ALCOHOL, (1) ABUSE SCREEN, (1) DRUG CONFIRMATION LEVEL, (1) ETHYL ALCOHOL, (1) ABUSE SCREEN (PD)
4/7/2021	50153	\$	540.64	CHEMSEARCH	SEWER	(10) CHERRY FLOW, 5 GL. NAC FE (WWTP)
4/7/2021	50154	\$	382.70	COLONIAL LIFE	GENERAL	LIFE INSURANCE PREMIUM FOR MARCH 2021
4/7/2021	50155	\$	175.00	COMMUNITY MEDICAL CENTER	GENERAL	LEGAL BLOOD DRAWS FOR FEBRUARY 2021 (PD)
4/7/2021	50156	\$	327.02	DATAMATIC, INC.	WATER	MONTHLY SOFTWARE LICENSE AND SERVICE- MARCH 2021
4/7/2021	50157	\$	10,700.00	DELTA SAND, GRAVEL & RECYCLING	STREETS	RIVER SAND, ASPHALT GRINDINGS- FLOODING ON BELMONT
4/7/2021	50158	\$	276.00	FRESNO CITY COLLEGE	GENERAL	(2) REGISTRATION FTO SCHOOL. TRAINING (GALAVIZ, KAWANA)
4/7/2021	50159	\$	605.00	US COMPUTER & NETWORK SERVICES	GENERAL-WATER-SEWER	(4) TECH SERVICES PERFORMED FOR POLICE DEPARTMENT (PD), (3) TECH SERVICE OFF SITE EMERGENCY EXCHANGE PATCH
4/7/2021	50160	\$	434.00	FRESNO MOBILE RADIO INC.	GENERAL	(30) POLICE DEPARTMENT RADIOS MARCH 2021
4/7/2021	50161	\$	51.94	HARBOR FREIGHT TOOLS	STREETS	(1) 300LB AIR WEDGE & LEVELING TOOL, TOWING LIGHT
4/7/2021	50162	\$	5,779.24	ICAD INC.	WATER	REPLACE ANALOG OUTPUT CARD, MATERIALS, SERVICE WORK
4/7/2021	50163	\$	512.31	INDUSTRIAL CHEM LAB	SEWER	100LB LSD LIFT STATION DEGREASER & SHIPPING
4/7/2021	50164	\$	180.00	INSYARATH, KHAMPHOU	GENERAL	MONTH OF MARCH 2021 STATS FOR POLICE DEPT. (PD)
4/7/2021	50165	\$	1,999.71	SIMPLOT GROWER SOLUTIONS	GENERAL-STREETS	(50) GAL ROUNDUP POWER MAX (40) GAL TREVIX (5)PER
4/7/2021	50166	\$	460.00	KERWEST NEWSPAPER	GENERAL-LLMD	PUBLIC HEARING ORDINANCES NO. 21-05 & 21-06, NOTICE OF PUBLIC HEARING MAINT. DIST. 2019-01
4/7/2021	50167	\$	1,401.58	KOPPEL & GRUBER	CFD FUND- LLMD	CFD NO. 2006-1 ANNUAL ADMIN. SERVICES. JANUARY-MARCH, L&L DISTRICT NO. 2019-1 ANNUAL ADMIN. JAN-MARCH
4/7/2021	50168	\$	891.45	KSA REALTY INVESTMENTS LLC	WATER	REIMBURSEMENT FOR HYDRANT METER RENTAL
4/7/2021	50169	\$	300.00	LEXIS NEXIS	GENERAL-WATER-SEWER	MONTHLY SUBSCRIPTION FOR MARCH 2021
4/7/2021	50170	\$	1,117.50	LIGHTHOUSE ELECTRICAL INC	SEWER	FACILITY MAINTENANCE MOTORS TESTED, SERVICE WORK, INSTALL ONE PRESSURE SWITCH & ONE BEACON LIGHT
4/7/2021	50171	\$	401.02	METRO UNIFORM	GENERAL	XFX HYBRID VEST, MENDOTA SHOULDER PATCH- G.GALAVIZ, MENS CARGO PT KHAKU, FLEXIFIT WOOL CAP- G. VACA
4/7/2021	50172	\$	868.50	MID VALLEY DISPOSAL, INC	STREETS	ROLL OFF BIN EXCHANGE TOY QTY:10.94 & 6.43
4/7/2021	50173	\$	5,100.00	MOUNTAIN VALLEY ENVIRONMENTAL	WATER-SEWER	MAY 2021 CITY WATER/DISTRIBUTION WWT & CPO SERVICE
4/7/2021	50174	\$	1,034.44	NORTHSTAR CHEMICAL	WATER	(500) GALLON SODIUM HYPOCHLORITE 12.5%
4/7/2021	50175	\$	154.87	OFFICE DEPOT	GENERAL-WATER-SEWER	OFFICE SUPPLIES- STORAGE BOXES & RUBBER BANDS, LEXAR JUMPDRIVE, 3 RING BINDER, DIVIDERS, KLEENEX
4/7/2021	50176	\$	551.84	AT&T	GENERAL-WATER-SEWER	MONTHLY SERVICES FOR 559-266-6456 3/26/21-4/25/21
4/7/2021	50177			VOID		
4/7/2021	50178	\$	4,450.50	PROVOST & PRITCHARD	GENERAL	2018, 2019 & 2020 HOUSING ELEMENT ANNUAL PROGRESS REPORT JAN.21, CES CARBON SEQUESTRATION PROJECT
4/7/2021	50179	\$	303.99	RAMON'S TIRE & AUTO	GENERAL-WATER-STREETS	JD BACKHOE TIRE REPAIR, PATCH, TIRE & RIM PROTECTION, LOOSE RADIAL TUBE, TIRE REPAIR (PARKS)
4/7/2021	50180	\$	332.00	SAN JOAQUIN VALLEY AIR	GENERAL-WATER-SEWER-STREETS	5/1/21-4/30/22-JD DIESEL FIRED EMERGENCY GENERATOR, GASOLINE DISPENSING 10K STORAGE TANK6/1/21-5/31/22
4/7/2021	50181	\$	442.70	SIGNMAX	STREETS	12X18 RW EG ALUM TRAFFIC SIGN- NO PARKING ANYTIME

CITY OF MENDOTA
 CASH DISBURSEMENTS
 3/23/2021-4/7/2021
 CHECK# 50109-50191

4/7/2021	50182	\$	336.35	UNION PACIFIC RAILROAD COMPANY	STREETS	PUBLIC ROADWAY ENCROACHMENT
4/7/2021	50183	\$	194.85	TCM INVESTMENTS	GENERAL	MPC3503 RENTAL PAYMENT POLICE DEPARTMENT COPIER
4/7/2021	50184	\$	3,331.29	TRIANGLE ROCK PRODUCTS,LLC	STREETS	ST 3/8 CM SC3000 QTY:12.18, 5.23 STREET PATCHING- H ST, QTY: 9.33 TULE ST, ST 3/8 CM SC3000 QTY:13.17 POTHOLES 7TH
4/7/2021	50186	\$	65.10	WECO	GENERAL-WATER-SEWER	(6) RENTAL CYL ACETYLENE #4 OXYGEN D&K MARCH 2021
4/7/2021	50187	\$	12.09	MARIA M. ALFARO LAINEZ	WATER	MO CUSTOMER REFUND FOR ALF0046
4/7/2021	50188	\$	150.00	PABLO & MARGARITA TRINIDAD CEJ	WATER	MO CUSTOMER REFUND FOR CEJ0014
4/7/2021	50189	\$	150.00	VICTOR FRANCO	WATER	MO CUSTOMER REFUND FOR FRA0010
4/7/2021	50190	\$	104.67	JOSE L. MARTINEZ	WATER	MO CUSTOMER REFUND FOR MAR0183
4/7/2021	50191	\$	1,400.00	DATA TICKET, INC.	GENERAL	DAILY CITATION PROCESSING FOR AUGUST 2020-DECEMBER 2020, JANUARY & FEBRUARY 2021

\$ 547,426.33

AGENDA ITEM – STAFF REPORT

TO: HONORABLE MAYOR AND COUNCILMEMBERS
FROM: MICHAEL OSBORN, CITY ENGINEER
VIA: CRISTIAN GONZALEZ, CITY MANAGER
SUBJECT: AUTHORIZING RESOLUTION FOR STORMWATER IMPROVEMENT PROJECT AS
REQUIRED PRIOR TO EXECUTING GRANT AGREEMENT WITH STATE WATER
RESOURCES CONTROL BOARD
DATE: APRIL 13, 2021

ISSUE

Shall the City Council adopt Resolution No. 21-18, authorizing entering into a funding agreement with the State Water Resources Control Board and authorizing and designating a representative for the Storm Water 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 submitted an application 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 was 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.

On February 16, 2021 the City received notification of award of \$3,822,800 Prop 1 Stormwater Grant Program Round 2 Implementation funds for this project from the State Water Resources Control Board, contingent on submittal of supplemental material including the attached authorizing resolution.

ANALYSIS

The Prop 1 TA team has been researched and developed the project for over two years in anticipation of the Prop 1 grant call for projects. While the City is still in competition for the Prop 68 grant program which does not require a financial match for a Disadvantaged Community, the Prop 1 funding rewarded is a huge economic win toward the City’s long pursuit of proper stormwater management in its downtown core.

Execution of the funding agreement and start of final construction documents is not anticipated to occur until January 2022.

FISCAL IMPACT

The total estimated project cost is \$4,024,453. Should the City continue to enter into a funding agreement with the State Water Resources Control Board, a minimum local match of 5% is required. The local match would be approximately \$201,653 and would be paid for out of local streets or water funds. There would not be an impact to the General Fund.

RECOMMENDATION

Staff recommends that the City Council adopt Resolution No. 21-18, authorizing entering into a funding agreement with the State Water Resources Control Board and authorizing and designating a representative for the Storm Water Improvement Project.

Attachment(s):

1. Resolution No. 21-18

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

**A RESOLUTION OF THE CITY COUNCIL
OF THE CITY OF MENDOTA AUTHORIZING
ENTERING INTO A FUNDING AGREEMENT WITH
THE STATE WATER RESOURCES CONTROL BOARD
AND AUTHORIZING AND DESIGNATING A
REPRESENTATIVE FOR THE
STORMWATER IMPROVEMENT PROJECT**

RESOLUTION NO. 21-18

WHEREAS, the City of Mendota has submitted an application to the State Water Resources Control Board for funding for the Stormwater Improvement Project (“Project”), which will necessarily benefit the health, safety, and welfare of the City’s residents; and

WHEREAS, before the State Water Resources Control Board will execute a funding agreement, the City of Mendota is required to adopt a resolution authorizing an agent, or representative, to sign the funding agreement, amendments, and requests for disbursement on the City’s behalf, and to carry out other necessary Project-related activities.

NOW, THEREFORE, BE IT RESOLVED, by the City Council of the City of Mendota that the City of Mendota is hereby authorized to carry out the Project, enter into a funding agreement with the State Water Resources Control Board, and accept and expend State funds for the Project; and

BE IT FURTHER RESOLVED, that the City Manager, or his designee, is hereby authorized and designated to sign, for and on behalf of the City of Mendota, the funding agreement for the Project and any amendments thereto; and

BE IT FURTHER RESOLVED, that the City Manager, or his designee, is hereby authorized and designated to represent the City of Mendota in carrying out the City’s responsibilities under the funding agreement, including certifying invoices and disbursement requests for Project costs on behalf of the City and compliance with applicable state and federal laws; and

BE IT FURTHER RESOLVED, that any and all actions, whether previously or subsequently taken by the City of Mendota, which are consistent with the intent and purposes of the foregoing resolution, shall be, and hereby are, in all respects, ratified, approved, and confirmed.

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 13th day of April, 2021, by the following vote:

AYES:

NOES:

ABSENT:

ABSTAIN:

Celeste Cabrera-Garcia, City Clerk

AGENDA ITEM – STAFF REPORT

TO: HONORABLE MAYOR AND COUNCILMEMBERS
FROM: NANCY M. DIAZ, FINANCE OFFICER
VIA: CRISTIAN GONZALEZ, CITY MANAGER
SUBJECT: AUTHORIZING THE SUBMITTAL OF AN APPLICATION(S) TO THE PUBLIC BENEFIT GRANTS PROGRAM NEW ALTERNATIVE FUEL VEHICLE PURCHASE AND AUTHORIZING THE CITY MANAGER TO EXECUTE ALL REQUIRED DOCUMENTS
DATE: APRIL 13, 2021

ISSUE

Shall the City Council adopt Resolution No. 21-19 authorizing the submittal of an application(s) to the Public Benefit Grants Program New Alternative Fuel Vehicle Purchase and authorizing the City Manager to execute all required documents?

BACKGROUND

The San Joaquin Valley Air Pollution Control District is currently providing funding opportunities under several of its Public Benefit Grants Program to local public agencies. This program was created to provide funds towards a wide variety of clean-air, public-benefit projects which will provide a direct benefit to residents. The City will be applying for the “New Alternative Fuel Vehicle Purchase” component of the Public Benefit Grants Program. This component provides funding for the purchase of new alternative fuel vehicles (Electric, Plug-in Hybrid, CNG, LNG, LPG, etc.) The maximum funding is up to \$20,000 per vehicle with a limit of \$100,000 per agency per year.

ANALYSIS

As apart of the application process, the governing body of the applicant must submit a resolution approving the submittal of the application(s), authorizing an official with authority to make financial decisions and identifying the individual authorized to implement the new vehicle project. The City will be applying for (3) vehicles for the Public Utilities and Public Works Department and (2) electric “Zero” motorcycles for the Mendota Police Department (MPD). The City has been planning to purchase CNG trucks for the Public Utilities and Public Works Department. However, the CNG kits have not been approved for 2020 or 2021 and there are no 2019 options available for purchase.

FISCAL IMPACT

None. The (2) electric “Zero” motorcycles for the MPD will be purchased using the grant funding provided. As for the (3) vehicles for the Public Utilities and Public Works, there is no cost at the time determined.

RECOMMENDATION

Staff recommends that the City Council adopt Resolution No. 21-19 authorizing the submittal of an application(s) to the Public Benefit Grants Program New Alternative Fuel Vehicle Purchase with implementation of New Vehicle Project and authorizing the City Manager or designee to execute all required documents.

Attachments:

1. Resolution No. 21-19

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

**A RESOLUTION OF THE CITY COUNCIL
OF THE CITY OF MENDOTA AUTHORIZING
THE SUBMITTAL OF AN APPLICATION TO
THE PUBLIC BENEFIT GRANTS PROGRAM
NEW ALTERNATIVE FUEL VEHICLE PURCHASE
AND AUTHORIZING THE CITY MANAGER
OR HIS DESIGNEE TO EXECUTE ALL REQUIRED
DOCUMENTS**

RESOLUTION NO. 21-19

WHEREAS, San Joaquin Valley Air Pollution Control District offers funding in an amount up to \$100,000 per agency per year, with up to \$20,000 per vehicle under the New Alternative Fuel Vehicle Purchase; and

WHEREAS, The City would like to apply for three (3) vehicles for the Public Utilities & Public Works Departments and two (2) electric "Zero" motorcycles for the Mendota Police Department; and

WHEREAS, the New Alternative Fuel Vehicle Purchase application requires, among other things, an applicant's governing body declare certain authorizations related to the application and administration of the grant by resolution.

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

1. The City of Mendota is authorized to apply for and submit New Alternative Fuel Vehicle Purchase Applications to the San Joaquin Valley Air Pollution Control Board.
2. The City Manager or his designee is hereby authorized to execute all additional documentation necessary to implement and secure funding under the program.

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 13th day of April, 2021, by the following vote:

AYES:

NOES:

ABSENT:

ABSTAIN:

Celeste Cabrera-Garcia, City Clerk

AGENDA ITEM – STAFF REPORT

TO: HONORABLE MAYOR AND COUNCILMEMBERS
FROM: CELESTE CABRERA-GARCIA, CITY CLERK
VIA: CRISTIAN GONZALEZ, CITY MANAGER
SUBJECT: APPROVING THE AGREEMENT BETWEEN THE CITY OF MENDOTA AND THE FRESNO COUNTY ECONOMIC DEVELOPMENT CORPORATION FOR FISCAL YEAR 2021/2022
DATE: APRIL 13, 2021

ISSUE

Should the City Council adopt Resolution No. 21-20, approving the Agreement between the City of Mendota and the Fresno County Economic Development Corporation for fiscal year 2021/2022 and authorizing the City Manager to execute the same?

BACKGROUND

At the March 23, 2021 City Council meeting, the Fresno County Economic Development Corporation (“EDC”) provided a presentation to the Council regarding the services it provides and its activities for the Fresno County region and for various municipalities within the County.

ANALYSIS

The proposed agreement will allow the EDC to assist the City in promoting economic growth in the City by providing various economic development services to the City. These services include assistance with recruiting new businesses and industries, maintenance of marketing materials, and assistance with existing City businesses and industries who have informational and technical needs, among other services listed in the agreement.

FISCAL IMPACT

A total of \$6,000 paid by the General Fund will be expended.

RECOMMENDATION

Staff recommends that the City Council adopt Resolution No. 21-20, approving the Agreement between the City of Mendota and the Fresno County Economic Development Corporation for fiscal year 2021/2022 and authorizing the City Manager to execute the same.

Attachment(s):

1. Agreement with EDC
2. Resolution No. 21-20

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

**A RESOLUTION OF THE CITY COUNCIL
OF THE CITY OF MENDOTA APPROVING
THE AGREEMENT BETWEEN THE CITY OF
MENDOTA AND THE FRESNO COUNTY
ECONOMIC DEVELOPMENT CORPORATION
FOR FISCAL YEAR 2021-2022 AND AUTHORIZING
THE CITY MANAGER TO EXECUTE THE SAME**

RESOLUTION NO. 21-20

WHEREAS, the City of Mendota (“City”) is committed to a balanced and diversified economy as one of its most important priorities to ensure the future well-being of its citizens; and

WHEREAS, the City has invested considerable resources to encourage a location for new and expanding businesses and industries and to ensure the economic vitality of commercial areas; and

WHEREAS, the Fresno County Economic Development Corporation (“EDC”) continues to maintain regional, national, and international marketing and promotional efforts to attract the location and expansion of businesses and industries in all of the communities within Fresno County; and

WHEREAS, the State of California (“State”) has designated the EDC as its regional contact and referral point for businesses and industries that contact the State while seeking a location for new or expanded facilities; and

WHEREAS, the City seeks to enhance its support of the EDC in order to utilize the unique position the EDC maintains within the business community and promote economic growth in the City; and

WHEREAS, the City recognizes that its and the Fresno County Region’s economic future is a top priority which demands focus and leadership by the EDC.

NOW, THEREFORE, BE IT RESOLVED, that the City Council of the City of Mendota hereby approves the Agreement Between the City of Mendota and the Fresno County Economic Development Corporation for Fiscal Year 2021-2022 and authorizes the City Manager to execute the same.

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 13th day of April, 2021, by the following vote:

AYES:

NOES:

ABSENT:

ABSTAIN:

Celeste Cabrera-Garcia, City Clerk

Exhibit A

**AGREEMENT BETWEEN THE CITY OF MENDOTA AND THE
FRESNO COUNTY ECONOMIC DEVELOPMENT CORPORATION
FOR FISCAL YEAR 2021-2022**

This Agreement is made and entered into this 1st day of July, 2021, by and between the City of Mendota (City) and the Economic Development Corporation (EDC).

RECITALS

WHEREAS, the City is committed to a balanced and diversified economy as one of its most important priorities to ensure the future well-being of the citizens of Mendota.

WHEREAS, the City has invested considerable resources to encourage a location for new and expanding businesses and industries and to ensure the economic vitality of commercial areas.

WHEREAS, EDC continues to maintain regional, national, and international marketing and promotional efforts to attract the location and expansion of businesses and industries in all of the communities within Fresno County.

WHEREAS, the State of California (State) has designated the EDC as its regional contact and referral point for businesses and industries that contact the State while seeking a location for new or expanded facilities.

WHEREAS, the City seeks to enhance its support of the EDC in order to utilize the unique position the EDC maintains within the business community, and to promote economic growth in the City.

WHEREAS, the City recognizes the Fresno County Region's economic future is a top priority which demands focus and leadership by the EDC.

AGREEMENT

NOW, THEREFORE, the City and the EDC agree as follows:

1. The EDC agrees to assist the City in promoting the economic growth in the City by providing the following services to the City:
 - (a) For the purpose of recruiting new businesses and industries to the City, provide information to industrial and office representatives.
 - (b) Maintain and update marketing materials used to attract new investment to the City.
 - (c) Assist existing City businesses and industries that contact the EDC with informational and technical assistance needs.
 - (d) Market the City to commercial and industrial brokers, developers, site selectors, and businesses.
 - (e) Serve as a distribution point for City economic development materials.

- (f) The Economic Development team will work towards fostering a closer working relationship with local business associations to enhance the accessibility of EDC services to City employers. Level of partnership is dependent on willingness and capacity of local business associations to participate.
 - (g) Upon request, EDC will provide parcel availability reports on behalf of the City, and work with the City to design an economic profile to be hosted on the EDC website.
 - (h) Assist City points-of-contact in fully utilizing social media and online marketing tools to advance economic and community development efforts in the City.
 - (i) The EDC shall submit quarterly reports to the City, detailing the progress of the EDC's activities.
 - (j) The EDC shall assist in identifying economic development projects on the City's behalf for inclusion in the County of Fresno's Comprehensive Economic Development Strategy (CEDs) for possible grant funding.
 - (k) The EDC and City of Mendota recognize the need for updated industry and market data to aid in business attraction and expansion and to guide internal decision making. The EDC and the City of Mendota understand that this sought after data is not available on the public domain but can be procured to develop special projects, such as a retail leakage/gap analysis and economic impact reports. Should the EDC procure such a resource, the City of Mendota will supplement the contract amount by no more than \$4,000. In return, the City of Mendota will be provided with an updated retail leakage/gap analysis and/or a special project at the City Manager's request.
2. For performance of the services described in Section 1, paragraphs (a) through (j), the City agrees to pay the EDC the amount of six thousand dollars (\$6,000.00) in one installment. The EDC will provide quarterly reports commencing July 1, 2021.

At the City Manager's request, for completion of services described in Section 1, paragraph (k), the City of Mendota agrees to pay the EDC the amount of four thousand dollars (\$4,000.00) in one installment.

- 3. This agreement will be extended automatically for successive 12-month terms unless the City sends the EDC written notice that the City does not want the agreement renewed at last 60 days before end of the fiscal year contract term.
- 4. Upon mutual written agreement of the parties, the City Manager may authorize an increase in payment for services provided under this contract not to exceed 10%.
- 5. It is understood and agreed that in the performance of this agreement the EDC is an independent contractor. The EDC shall take out and maintain Workers compensation, State Disability, and other insurance coverage as required by law and shall in all other respects comply with applicable provisions of federal, state, and local laws, rules and regulations.

6. The EDC shall indemnify, hold harmless, and defend the City, its officers, agents, and employees, from all claims for money, damages, or other relief arising in any form from the performance of this agreement by the EDC, its officers, agents, or employees. The EDC shall take out and maintain for the full term of this agreement liability insurance providing protection for personal injury, wrongful death, and property damage; such insurance to be in amounts and issued by carriers acceptable to the City. The EDC shall provide the City with a Certificate of Insurance evidencing such coverage.
7. The funds provided EDC by the City pursuant to this agreement shall not be directly or indirectly used for any apolitical purpose whatsoever. This prohibition includes, but is not limited to, campaigns, events, promotions, literature, lobbying or other activities for, against or on behalf of any state, local or federal legislation, issue, candidate(s) or actions, whether partisan in nature or not.
8. This agreement sets forth the entire understanding and agreement among the parties with respect to the subject matter hereof and supersedes any prior or contemporaneous oral and-or written agreements or representations.
9. This agreement may not be altered or amended in any of its provisions except by the mutual written agreement of the parties.
10. This agreement may be executed in counterparts with the same force and effects as if executed in one complete document.

IN WITNESS WHEREOF, parties have executed this agreement as of the day of the year first herein above written.

DATED: _____

DATED: _____

CITY OF MENDOTA

FRESNO COUNTY ECONOMIC
DEVELOPMENT CORPORATION

BY: _____

BY:  _____

Cristian Gonzalez, City Manager

Lee Ann Eager, CEO

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

**A RESOLUTION OF THE CITY COUNCIL
OF THE CITY OF MENDOTA SETTING THE
SCHEDULE FOR A SPECIAL CITY
COUNCIL MEETING TO CONSIDER THE
BUDGET FOR FISCALYEAR 2021-2022**

RESOLUTION NO. 21-21

WHEREAS, each year the City Council, by law, establishes the budget for the City of Mendota; and

WHEREAS, the City Council holds public hearings and receives public input on the proposed budget prior to its final adoption.

NOW, THEREFORE, BE IT RESOLVED, by the City Council of the City of Mendota that the City Council hereby establishes the following schedule for Special City Council meetings to consider the budget for fiscal year 2021-2022:

May 5, 2021, 10:00am to 12:00pm in the Council Chambers of City Hall

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 13th day of April, 2021, by the following vote:

**AYES:
NOES:
ABSENT:
ABSTAIN:**

Celeste Cabrera-Garcia, City Clerk

AGENDA ITEM – STAFF REPORT

TO: HONORABLE MAYOR AND COUNCILMEMBERS
FROM: CRISTIAN GONZALEZ, CITY MANAGER
SUBJECT: APPROVAL OF FINANCIAL ADVISOR FOR THE CITY HALL/PD NEW CONSTRUCTION PROJECT
DATE: APRIL 13, 2021

ISSUE

Should the City Council approve Resolution No. 21-23, approving entrance into an agreement with a financial advisor for services needed for the Mendota City Hall and Police Department project to be located at the corner of Riofrio and 7th streets?

BACKGROUND

The City purchased a property located at the corner of Riofrio and 7th streets to construct a new centrally located City Hall and PD building years ago. Currently the PD leases a building on the east side of town, while City Hall is centrally located, but undersized for the growth it is experiencing. Years ago, the City received a one-time allocation of \$950,000 to go towards constructing a new Police Building. At its regularly scheduled meeting on March 9, 2021, the City Council directed staff to move forward with creating a financial plan to construct a 7.5-million-dollar project. The next steps are to retain a financial advisor, then bond counsel to ensure the City can afford a low interest loan to pay for the project.

ANALYSIS

Staff requested proposals from various financial advisors that can provide the services needed. The financial advisor will review all city finances, including outstanding loans and bonds, to design a financial plan that will be acceptable to loaning companies, and affordable for the City.

Below are summarized results of the proposals received (entire proposals attached to this item):

- NHA Advisors: \$9,500
- Capitol Public Finance Group: \$10,000
- Bartle Wells Associates \$37,000

FISCAL IMPACT

\$9,500 from General Fund, Water Fund and Sewer Fund.

RECOMMENDATION

Staff recommends that the City Council adopt the attached resolution approving the recommendation from staff and allowing the City Manager to execute all documents needed to enter into an agreement with NHA Advisors for a not to exceed amount of \$9,500.00.

March 16, 2021

Cristian Gonzalez
City Manager
City of Mendota
643 Quince Street
Mendota, CA 93640

RE: City of Mendota 2021 Public Facilities Financing Project – Regulatory Disclosure Letter

Dear Cristian,

NHA Advisors, LLC (“NHA Advisors”) is required to send this Regulatory Disclosure Letter per Municipal Securities Rulemaking Board (“MSRB”) rules. This letter specifies the terms and details of the work that NHA Advisors will perform for the City of Mendota (the “City”) relating to the above referenced project (the “Project”). Additionally, this letter provides certain duties and disclosures that municipal advisors must present to all clients prior to beginning work on a municipal transaction.

Scope of Municipal Advisory Activities to be Performed

A detailed Scope of Services can be found in Exhibit A.

Independent Registered Municipal Advisor (“IRMA”)

If acting in the capacity of an Independent Registered Municipal Advisor (“IRMA”), with regard to the IRMA exemption of the U. S. Securities and Exchange Commission (“SEC”) Rule, NHA Advisors will review all third-party recommendations submitted to NHA Advisors in writing by the City.

Term of the Project

The Project will commence on _____, 2021 and end on the earlier of either June 30, 2022 or upon completion of the work identified in Exhibit A. Any extensions must be mutually agreed upon by all parties in writing.

Termination of NHA Advisors’ Role on Project

The City may terminate NHA Advisors’ role on the Project at any time and without cause upon written notification to NHA Advisors.

In the event of termination, NHA Advisors shall be entitled to compensation for services performed to the effective date of termination. The City, however, may condition payment of such compensation upon NHA Advisors delivering to the City any or all documents, photographs, computer software, video and audio tapes, and other materials provided to NHA Advisors or prepared by or for NHA Advisors or the City in connection with NHA Advisors’ work on the Project.

NHA Advisors may terminate upon 45 days' written notice to the City and shall include in such notice the reasons for termination.

Compensation and Out-of-Pocket Expenses

A detailed proposal for compensation and expenses can be found in Exhibit B.

Fiduciary Duty

NHA Advisors is registered as a Municipal Advisor with the SEC and MSRB. As such, NHA Advisors has a fiduciary duty to the City and must provide both a Duty of Care and a Duty of Loyalty that entail the following.

Duty of Care:

- a) exercise due care in performing its municipal advisory activities
- b) possess the degree of knowledge and expertise needed to provide the City with informed advice
- c) make a reasonable inquiry as to the facts that are relevant to the City's determination as to whether to proceed with a course of action or that form the basis for any advice provided to the City; and
- d) undertake a reasonable investigation to determine that NHA Advisors is not forming any recommendation on materially inaccurate or incomplete information; NHA Advisors must have a reasonable basis for:
 - i. any advice provided to or on behalf of the City;
 - ii. any representations made in a certificate that it signs that will be reasonably foreseeably relied upon by the City, any other party involved in the municipal securities transaction or municipal financial product, or investors in the City securities; and
 - iii. any information provided to the City or other parties involved in the municipal securities transaction in connection with the preparation of an official statement.

Duty of Loyalty:

NHA Advisors must deal honestly and with the utmost good faith with the City and act in the City's best interests without regard to the financial or other interests of NHA Advisors. NHA Advisors will eliminate or provide full and fair disclosure (included herein) to the City about each material conflict of interest (as applicable). NHA Advisors will not engage in municipal advisory activities with the City as a municipal entity, if it cannot manage or mitigate its conflicts in a manner that will permit it to act in the City's best interest.

Conflicts of Interest and Other Matters Requiring Disclosures

As of the commencement date of the Project, there are no actual or potential material conflicts of interest, other than those noted below, that NHA Advisors is aware of that might impair its ability to render unbiased and competent advice or to fulfill its fiduciary duty. If NHA Advisors becomes aware of any material potential conflict of interest that arises after this disclosure, NHA Advisors will disclose the detailed information in writing to the City in a timely manner.

The following are potential conflicts of interest to be considered.

- The fee paid to NHA Advisors increases the cost of investment to the City. The increased cost occurs from compensating NHA Advisors for municipal advisory services provided.
- NHA Advisors serves a wide variety of other clients that may, from time to time, have interests that could have a direct or indirect impact on the interests of another NHA Advisors client. For example, NHA Advisors serves as municipal advisor to other municipal advisory clients and, in such cases, owes a regulatory duty to such other clients just as it does to the City. These other clients may, from time to time and depending on the specific circumstances, have competing interests. In acting in the interests of its various clients, NHA Advisors could potentially face a conflict of interest arising from these competing client interests. NHA Advisors fulfills its regulatory duty and mitigates such conflicts through dealing honestly and with the utmost good faith with the City.
- NHA Advisors does not have any affiliate that provides any advice, service, or product to or on behalf of the City that is directly or indirectly related to the municipal advisory activities to be performed by NHA Advisors.
- NHA Advisors has not made any payments directly or indirectly to obtain or retain NHA Advisors' municipal advisory business.
- NHA Advisors has not received any payments from third parties to enlist NHA Advisors' recommendation to the City of its services, any municipal securities transaction, or any municipal finance product.
- NHA Advisors has not engaged in any fee-splitting arrangements involving NHA Advisors and any provider of investments or services to the City.
- NHA Advisors does not have any legal or disciplinary event that is material to the City's evaluation of the municipal advisory or the integrity of its management or advisory personnel.
- NHA Advisors does not act as principal in any of the transaction(s) related to this Project.
- During the term of the municipal advisory relationship, this disclosure will be promptly amended or supplemented to reflect any material changes in or additions to the terms or information within this disclosure and the revised writing will be promptly delivered to the City.

Pursuant to MSRB Rule G-10, on Investor and Municipal Advisory Client Education and Protection, Municipal Advisors are required to provide certain written information to their municipal entity and obligated person clients which include the following:

- NHA Advisors is currently registered as a Municipal Advisor with the SEC and the MSRB.
- Within the MSRB website at www.msrb.org, City may obtain the Municipal Advisory client brochure that is posted on the MSRB website. The brochure describes the protections that may be provided by the MSRB Rules along with how to file a complaint with financial regulatory authorities.

Legal Events and Disciplinary History

NHA Advisors does not have any legal events and disciplinary history on its Form MA and Form MA-I, which includes information about any criminal actions, regulatory actions, investigations, terminations, judgments, liens, civil judicial actions, customer complaints, arbitrations and civil litigation. The City may electronically access NHA Advisors' most recent Form MA and each most recent Form MA-I filed with the Commission at the following website:

www.sec.gov/edgar/searchedgar/companysearch.html

There have been no material changes to a legal or disciplinary event disclosure on any Form MA or Form MA-I filed with the SEC.

Recommendations

If NHA Advisors makes a recommendation of a municipal securities transaction or municipal financial product or if the review of a recommendation of another party is requested in writing by the City and is within the scope of the engagement, NHA Advisors will determine, based on the information obtained through reasonable diligence of NHA Advisors whether a municipal securities transaction or municipal financial product is suitable for the City. In addition, NHA Advisors will inform the City of:

- the evaluation of the material risks, potential benefits, structure, and other characteristics of the recommendation;
- the basis upon which NHA Advisors reasonably believes that the recommended municipal securities transaction or municipal financial product is, or is not, suitable for the City; and
- whether NHA Advisors has investigated or considered other reasonably feasible alternatives to the recommendation that might also or alternatively serve the City objectives.

If the City elects a course of action that is independent of or contrary to the advice provided by NHA Advisors, NHA Advisors is not required on that basis to disengage from the City.

Record Retention

Effective July 1, 2014, pursuant to the SEC record retention regulations, NHA Advisors is required to maintain in writing, all communication and created documents between NHA Advisors and the City for five (5) years.

If there are any questions regarding the above, please do not hesitate to contact NHA Advisors.

Sincerely,



Eric J. Scriven
Principal

EXHIBIT A

SCOPE OF SERVICES

The scope of work will generally include, but will not be limited to, the following services:

TASK 1: GENERAL FINANCIAL CONSULTING SERVICES

◆ **General Financial Assistance**

- Work with City staff to review and provide advice on operational budgets
- Develop financial models for funding capital needs
- Assist in appropriate disclosure for annual financial reporting
- Assist in appropriate continuing disclosure for outstanding obligations requiring annual filing
- Review and respond to general questions related to public finance
- Assist staff with reports or information items related to financing strategies or opportunities
- Respond to general inquiries from staff

◆ **Development Finance**

- Review proposed development plans for public infrastructure requirement or other possible financeable components
- Develop initial funding model and tax impact of potential bond financing
- Work with City staff and property owner to understand financial impact of project scoping on future property tax collections
- Develop non-capital (services) funding vehicle if requested by the City
- Work with City staff, consultants and property owner to develop funding agreement

◆ **General Fund Financing**

- Review the City's existing general fund obligations
- Calculate feasibility of refinancing any outstanding obligations
- Develop financing options
- Budget and cash flow review and analysis

◆ **Presentation to City Council, Staff or Other Stakeholders (as requested)**

- Develop presentation materials or memos detailing financing information
- Present information in any format as determined by City staff

TASK 2: SHORT-TERM CASH FLOW FINANCING

NHA Advisors will work with the City and other parties to develop funding strategies and options for financing short-term cash flow deficits for its General Fund as well as other general advice as needed by the City staff related to this Task. NHA Advisors will serve as the municipal advisor of record for the City. The scope of work will generally include, but may not be limited to, the following services:

◆ Project Management

- Manage financing process, including assembly of the financing team and assignment of tasks for all parties involved in the financing.
- Provide information and advice on the timing of the financing process and develop timeline (schedule) of tasks.
- Upon request, work with City staff to solicit and select a registered broker-dealer (underwriter or placement agent), bond/disclosure counsel, trustee service provider, or other consultants that may be required as part of financing process. Provide recommendation(s) and negotiate preferred terms and pricing for said consultant(s).

◆ Quantitative Analysis and Financial Structuring

- Work with City staff to prepare historical, estimated/actual, and projected cash flows for the General Fund.
- Work with City staff to determine alternate sources of liquidity.
- Prepare, review, analyze, and provide structuring advice for the proposed financing and or refinancing.
- Evaluate the method of sale (private placement or public offering), bond structure, legal approach, and financial advantages for each alternative, including the financing terms and call provisions.
- Analyze credit enhancement options (bond insurance and reserve surety bond policies).
- Meetings or conference calls with credit enhancement or insurance companies to discuss the transaction, as appropriate.

◆ Project Implementation

- Provide advice on the financing structure for incorporation into financing documents.
- Coordinate the efforts of bond counsel, disclosure counsel, and/or any other legal counsel to prepare the financing documents for approval by the City Council.
- Review financing documents to ensure accuracy with the financing plan.
- Upon request, NHA Advisors will make presentations or attend meetings with the City Council or stakeholders to answer questions about the financing and process.
- Work with selected financing partner or funding source to determine optimal bond structure, including serial/term bonds, premium/discount bonds, and redemption provisions.
- If a public offering method of sale is utilized:
 - Coordinate preparation of a comprehensive credit presentation to the rating services and bond insurance companies, if applicable.

- Work with disclosure counsel to assemble the official statement (investor disclosure document) for the financing in a manner consistent with existing laws, regulations, and standards of the securities industry.
- If completed as a negotiated sale, assist the City in the negotiation of underwriting spreads and interest rates for the proposed financing. Monitor the underwriter's sales effort to ensure the lowest financing costs are achieved.
- Assist with the solicitation of an investment advisor to coordinate investment of bond proceeds and/or accounts, as necessary.
- If completed as a competitive sale, engage a nationally recognized firm to market the bonds and establish a bidding platform.
- Coordinate the delivery, printing and final approval of legal documents, and the preparation of closing certificates and final official statement.
- If a private placement method of sale is utilized:
 - Prepare a credit package for potential investor banks.
 - If a placement agent has been engaged, work with placement agent to solicit bids from various banks that invest in municipal debt.
 - Manage bond or loan pricing and final financing structure (debt service and bond terms).
- Coordinate the delivery, final approval of legal documents, and the preparation of closing certificates.
- Work with bond counsel to finalize documents for execution by the City.
- Prepare or coordinate preparation of a closing memorandum outlining a detailed flow of funds at the time of closing.

TASK 3: BOND, LOAN OR OTHER DEBT FINANCING

The scope of work will generally include, but may not be limited to, the following services:

◆ Project Management

- Manage financing process, including assembly of the financing team and assignment of tasks for all parties involved in the financing.
- Provide information and advice on the timing of the financing process and develop timeline (schedule) of tasks.
- Upon request, work with City staff to solicit and select a registered broker-dealer (underwriter or placement agent), bond/disclosure counsel, trustee service provider, or other consultants that may be required as part of financing process. Provide recommendation(s) and negotiate preferred terms and pricing for said consultant(s).

◆ Quantitative Analysis and Financial Structuring

- Prepare, review, analyze, and provide structuring advice for the proposed financing and or refinancing.
- Evaluate the method of sale (private placement or public offering), bond structure, legal approach, and financial advantages for each alternative, including the financing terms and call provisions.
- Analyze credit enhancement options (bond insurance and reserve surety bond policies).
- Meetings or conference calls with credit enhancement or insurance companies to discuss the transaction, as appropriate.

◆ Project Implementation

- Provide advice on the financing structure for incorporation into financing documents.
- Coordinate the efforts of bond counsel, disclosure counsel, and/or any other legal counsel to prepare the financing documents for approval by the City Council.
- Review financing documents to ensure accuracy with the financing plan.
- Upon request, NHA Advisors will make presentations or attend meetings with the City Council or stakeholders to answer questions about the financing and process.
- Work with selected financing partner or funding source to determine optimal bond structure, including serial/term bonds, premium/discount bonds, and redemption provisions.
- If a public offering method of sale is utilized:
 - Coordinate preparation of a comprehensive credit presentation to the rating services and bond insurance companies, if applicable.
 - Work with disclosure counsel to assemble the official statement (investor disclosure document) for the financing in a manner consistent with existing laws, regulations, and standards of the securities industry.
 - If completed as a negotiated sale, assist the City in the negotiation of underwriting spreads and interest rates for the proposed financing. Monitor the underwriter's sales effort to ensure the lowest financing costs are achieved.
 - Assist with the solicitation of an investment advisor to coordinate investment of bond proceeds and/or accounts, as necessary.

- If completed as a competitive sale, engage a nationally recognized firm to market the bonds and establish a bidding platform.
- Coordinate the delivery, printing and final approval of legal documents, and the preparation of closing certificates and final official statement.

- If a private placement method of sale is utilized:
 - Prepare a credit package for potential investor banks.
 - If a placement agent has been engaged, work with placement agent to solicit bids from various banks that invest in municipal debt.
 - Manage bond or loan pricing and final financing structure (debt service and bond terms).
 - Coordinate the delivery, final approval of legal documents, and the preparation of closing certificates.
- Work with bond counsel to finalize documents for execution by the City.
- Prepare or coordinate preparation of a closing memorandum outlining a detailed flow of funds at the time of closing.

EXHIBIT B

COMPENSATION SCHEDULE

TASK 1: GENERAL FINANCIAL CONSULTING SERVICES

For work described in the Scope of Services as Task 1, NHA Advisors will be compensated based upon the hourly rate schedule. NHA Advisors will invoice the City on a monthly basis for time and approved expenses incurred during the course of a project.

Staff Allocation	Hourly Rate
Principal	\$325
Director	\$300
Vice President	\$275
Senior Associate	\$250
Associate	\$225
Senior Analyst	\$200
Analyst	\$175
Administrative	\$ 75

Consultant believes that to provide objective advice when delivering funding strategies, including scenarios that suggest not moving forward on a financing, this work must not be based on the ultimate compensation structure to the advisor. We believe that an objective, research-based work product requires compensation on a non-contingent fee basis. In our experience, sometimes information comes to light during our diligence that necessitates a decision that the “best deal is no deal” and it is incumbent upon NHA, as a fiduciary, to give that advice. We propose a two-phase compensation structure breaking the initial work into a TASK 1 phase which includes hourly compensation (subject to hourly rate structure shown in table). NHA proposes to establish a not-to-exceed non-contingent, hourly Task 1 amount based upon the City and our team agreeing on the scope of a project, the deliverables and deadlines. Specifically, for the review, analysis, evaluation and presentation of findings to City Council of the financial feasibility of the proposed City Hall / Police Facilities project, NHA expects that a budget will likely entail \$5,000-\$7,000 of time and will provide a not to exceed fee quote of \$9,500 and will be non-contingent and invoiced upon presentation of findings to City Council. These costs assume all meetings and presentations are conducted via video conference call.

Finally, if the City requests additional services unrelated to a specific financing during the term of the contract, our team proposes to provide hourly consulting services at these same rates.

TASK 2 AND TASK 3: SHORT-TERM CASH FLOW FINANCING AND BOND, LOAN OR OTHER DEBT FINANCING

For work described in the Scope of Services as Task 2 and Task 3, compensation will be contingent on completion of the financing and is expected to be paid from proceeds of the transaction at the time of closing. The fee for these services is based on a number of factors, including the method of sale, financing structure, complexity, series of bonds, funding source, and the time expected to be required to manage the financing process.

Base Municipal Advisory Services

The transaction is expected to utilize one of three methods of sale: (1) private placement with a private party or bank (requiring no public offering disclosure document), (2) negotiated public offering with a pre-

selected underwriter, or (3) competitive public offering engaging an underwriter through a competitive sale. Based on the method of sale, NHA Advisors will receive a fee for services as follows.

Method of Sale	Short-Term Cash Flow Financing Fee	Bond, Loan or Other Debt Financing Fee
Private Placement	\$20,000	\$47,500-\$62,500
Public Offering – Negotiated Sale	\$20,000	\$47,500-\$87,500
Public Offering – Competitive Sale	\$22,500	\$57,500-\$87,500

Additional Services

Credit Rating Process (as Needed) – For services related to a credit rating process, NHA Advisors will receive a fee for services as follows.

Credit Rating Process	Fee
Short-Term Cash Flow Financing	\$5,000
Bond, Loan or Other Debt Financing	\$10,000

In-Person Meetings (Upon Request) – NHA Advisors will be reimbursed \$1,500 for each in-person meeting. NHA Advisors will participate on conference calls and virtual meetings at no additional cost to the City.

Request for Proposals (Upon Request) – If the City has not engaged consultants to provide certain services required as part of financing process, at the City’s direction, NHA Advisors will undertake the solicitation of one or more of these parties for the fees outlined in the following rate table.

Request for Proposal Process	Fee
Broker-Dealer (Underwriter/Placement Agent)	\$5,000
Bond/Disclosure Counsel	\$2,000
Special Tax Consultant	\$1,500
Fiscal Consultant	\$1,500
Trustee	\$1,000

Expenses (Out-of-Pocket)

All expenses will be billed directly at cost to the City. Expenses will be limited to those necessary for completion of the project.



PARTNERSHIP PROPOSAL

TO: CRISTIAN GONZALES
FROM: JEFFREY SMALL, ESQ.
SUBJECT: FINANCIAL FEASIBILITY STUDY FOR CITY HALL/POLICE STATION
DATE: APRIL 6, 2021

We are pleased to have the opportunity to assist the City with the financing of a new City Hall/Police Station. We understand that you are interested in having us analyze the affordability and lease back terms associated with Public Facilities Investment Corporation (PFIC). Capitol PFG has undertaken similar analysis and has the knowledge, experience and training to support the City in this endeavor.

Capitol Public Finance Group, LLC, ("Capitol PFG") is a public finance consulting firm formed in 2005 and based in Roseville, California. The firm provides comprehensive financial consulting services to many types of public agencies including cities, counties, special districts and educational agencies. We are active members of several professional organizations that support our public agency clients, including League of California Cities, Rural County Representatives of California, and California Association of County Treasurers and Tax Collectors, to name a few. Our services include, financial and facilities planning, financial policies, feasibility studies, debt issuance services, and more. Capitol PFG prides itself on providing innovative, cost effective and ethical solutions to all clients.

Capitol PFG has extensive experience with debt issuance. Serving in the capacity of a Municipal Advisor, Capitol PFG has completed 273 municipal transactions totaling \$4.5 billion, including multiple transactions that were awarded the Far West Deal of the Year, Small Issuer by The Bond Buyer, recognizing the country's most innovative financings.

We are registered as an Independent Municipal Advisor with the Securities & Exchange Commission (SEC) and the Municipal Securities Rulemaking Board. Our SEC File Number is 867-00440. Our firm and its members are in good standing.

Scope of Services

With respect to our services related to the Mendota City Hall & Police Station as proposed by PFIC, our services include the following:

Financial Feasibility Study:

- Analyze project budget and cash flow requirements
- Analyze lease structure, term, equity contribution
- Utilize in-house resources to model proposed transaction

- **Provide independent assessment of the City's creditworthiness**
- Provide assessment and recommendations regarding financial policies
- Demonstrate project funding, repayment and long-term affordability
- Analyze financing options as requested
- Present information and analysis to City staff and Council, as requested

We estimate a budget of approximately \$10,000 to complete the financial analysis, prepare a written report, and present the Financial Feasibility Study to City staff and the City Council. Our estimate is developed based on 50 hours of work at \$200 per hour exclusive of travel time and expense. Our fees will be invoiced when the final feasibility study is delivered and/or presented to the City.

Conclusion

The Capitol PFG team is well-suited to serve the City of Mendota in an ethical, client focused and transparent manner that is consistent with your business practices. We look forward to providing you with the most appropriate financial solutions for the City of Mendota.

Thank you for the opportunity to work with the City on its efforts to secure a City Hall/Police Station.

Capitol Public Finance Group Leadership Team:

Jeffrey Small Esq.

Municipal Advisor Principal
Financial Transactions
jsmall@capitolpfg.com

Cathy Dominico

Managing Partner,
Strategic Consulting
cdominico@capitolpfg.com

Chris Terry

Managing Partner
Chief Compliance Officer
cterry@capitolpfg.com



CITY OF MENDOTA



Proposal for Municipal Advisory Services for Financing a New City Hall & Public Safety Building



BARTLE WELLS ASSOCIATES
INDEPENDENT PUBLIC FINANCE ADVISORS



BARTLE WELLS ASSOCIATES
INDEPENDENT PUBLIC FINANCE ADVISORS

2625 Alcatraz Ave #602
Berkeley, CA 94705
Tel: 510 653 3399
www.bartlewells.com

April 8, 2021

City of Mendota
643 Quince Street
Mendota, CA 93640

Attn: Cristian Gonzalez, City Manager

Re: Proposal for Municipal Advisory Services for Financing a City Hall & Public Safety Building

Bartle Wells Associates is pleased to submit this proposal the City of Mendota to serve as Municipal Advisor for financing a new City Hall and Public Safety Building. Our services would include assisting the City with evaluation of financing alternatives and serving as an independent financial advisor representing the City's interests and coordinating the issuance of debt to help fund the project.

Bartle Wells Associates (BWA) was founded in 1964 specializes in providing independent financial advisory services to California public agencies. We have served over 500 public agencies throughout California and the Western United States and have helped agencies secure over \$5 billion of financing for public works projects. BWA is a charter member of the National Association of Independent Public Finance Advisors and its successor, the National Association of Municipal Advisors (NAMA). BWA does not buy, trade, or resell bonds. Our overall goal for this engagement will be to provide independent and objective advice to help the City obtain financing on the most favorable terms, with the lowest interest rates and greatest flexibility. A Scope of Services describing our proposed services is attached.

This letter also provides certain disclosures required by the Municipal Securities Rulemaking Board (MSRB) regarding our duties as a Municipal Advisor to the City on this transaction.

- Bartle Wells Associates will provide advice and conduct activities with a "duty of care" and a "fiduciary duty" to the City of Mendota. Throughout the engagement, BWA will act in the City's best interests with the goal of helping the City issue debt at the lowest cost and on the most favorable terms. Our role and responsibilities during our engagement as Municipal Advisor on this will continue through the completion of the financing and receipt of funds by the City.
- Bartle Wells Associates is a registered Municipal Advisor with the Securities and Exchange Commission (SEC Registration No. 867-00740) and the Municipal Securities Rulemaking Board (MSRB ID K0414).

- Bartle Wells Associates has never been cited for any legal or disciplinary action regarding municipal advisory activities.
- Bartle Wells Associates will provide services at the direction of the City. For the services included in this proposal, the fee for services is proposed at a not-to-exceed amount of \$37,500 plus direct expenses which will be billed at cost with no markup. Fees for services can be paid directly from debt proceeds by the trustee or fiscal agent at closing.
- Bartle Wells Associates has not and will not receive any compensation from any third party seeking to provide services, municipal securities transactions, or municipal financial products related to this transaction. BWA or any of its employees will not engage in any activities that would produce a direct or indirect financial gain for the firm other than compensation for our services provided acting as Municipal Advisor to the City on this bond transaction.
- Bartle Wells Associates is not aware of any conflicts of interest that would affect our ability to provide independent and objective advice and Municipal Advisory services to the City in a manner consistent with the requirements of MSRB Rule G-42.
- The website address for the Municipal Securities Rulemaking Board (MSRB) is www.MSRB.org. The MSRB's website provides a municipal advisory client brochure that describes the protections that may be provided by the MSRB rules and how to file a complaint with an appropriate regulatory authority. The municipal advisory client brochure is accessible via a link on www.MSRB.org or can directly downloaded from the following web address: <http://www.msrb.org/~media/Files/Resources/MSRB-MA-Clients-Brochure>. The MSRB municipal advisory client brochure is also attached to this engagement letter.

I appreciate the opportunity to assist the City with financing for a new City Hall and Public Safety Building. Please contact me if you have any questions or would like additional information.

Sincerely,

A handwritten signature in blue ink that reads "Alex Handlers". The signature is fluid and cursive, with a long horizontal stroke at the end.

Alex Handlers
Principal/Vice-President

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MSRB CLIENT ADVISORY BROCHURE	Attached



BWA Firm Overview

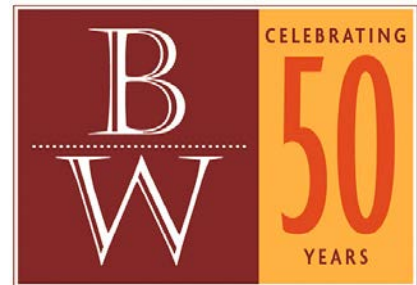


BARTLE WELLS ASSOCIATES
INDEPENDENT PUBLIC FINANCE ADVISORS

Bartle Wells Associates (BWA) is an independent financial advisory firm with expertise in the areas of strategic financial planning, project financing, and utility rates. BWA was established in 1964 and has over 50 years of experience advising public agencies on the complexities and challenges in public finance. We have advised over 500 public agency clients throughout California and the western United States. We have a diversity of abilities and experience to evaluate all types of financial issues faced by local governments and to recommend the best and most-practical solutions.

Bartle Wells Associates has a highly-qualified professional team. Our education and backgrounds include finance, civil engineering, business, public administration, public policy, and economics.

BWA specializes in three professional services: financial plans, debt issuance and project financing, and utility rate and fee studies. We are the only independent financial advisor providing *all three* of these interrelated services to public agencies.



FINANCIAL PLANS Our financial plans provide agencies with a flexible roadmap for funding long-term operating and capital needs. We evaluate the wide range of financing options available, develop a plan that recommends the best financing approach, and clearly identify the sources of revenue for funding projects and repaying any debt. We also help agencies develop prudent financial policies, such as fund reserve targets, to support sound financial management. BWA has developed over 2,000 financial plans to help public agencies fund their operating and capital programs, meet debt service requirements, and maintain long-term financial health.

BWA Key Services

- *Financial Plans*
- *Rate & Fee Studies*
- *Project Financing*

PROJECT FINANCING & DEBT ISSUANCE BWA has served as independent financial advisor on over 300 bond sales and numerous bank loans/private placements, lines of credit, and a range of state and federal grant and loan programs. To date, we have helped California agencies obtain over \$5 billion of financing via bonds, bank loans/private placements, lines of credit, low-rate State Revolving Fund Loans, and other funding programs. We work only for public agencies; we are independent financial advisors and do not buy, trade, or resell bonds. Our work is concentrated on providing independent advice that enables our clients to finance their projects on the most favorable terms—lowest interest rates, smallest issue size, and greatest flexibility.



RATE AND FEE STUDIES Our utility rate studies employ a cost-of-service approach and are designed to maintain the long-term financial health of a utility enterprise while being fair to all customers. We develop practical recommendations that are easy to implement and often phase in rate adjustments over time to minimize the impact on ratepayers. We also have extensive experience developing impact fees that equitably recover the costs of infrastructure required to serve new development. BWA has completed hundreds of rate and fee studies. We have helped communities implement a wide range of rate and fee structures and are knowledgeable about the legal requirements governing rates and impact fees including Proposition 218, Proposition 26, and Government Code 66000. We develop clear, effective presentations and have represented public agencies at hundreds of public hearings to build consensus for our recommendations.

Bartle Wells Associates is a charter member of the **National Association of Municipal Advisors** (NAMA), which establishes strict criteria for independent advisory firms. All of our lead consultants are *Certified Independent Professional Municipal Advisors* and are MSRB-Registered Municipal Advisors.



Bartle Wells Associates is committed to providing value and the best advice to our clients. Our strength is *quality*—the quality of advice, service, and work we do for all our clients.

Business Contact Information

Bartle Wells Associates
2625 Alcatraz Avenue, #602
Berkeley, CA 94705
Tel: 510.653.3399
www.bartlewells.com

BWA Project Manager

Principal in Charge / Project Manager

Alex Handlers, MPA, CIPMA
Tel: 510.653.3399 (x109)
E-mail: alex@bartlewells.com



Scope of Services

Our overall objective will be to serve as Municipal Advisor and independent financial advisor to help the City of Mendota evaluate funding alternatives and secure financing for a new City Hall and Public Safety Building. The following section provides a proposed scope of services and identifies key tasks that Bartle Wells Associates will provide during the course of this engagement.

1. Identify Financing Objectives & Develop Financing Schedule

- Work with City to identify key goals and objectives for the financing
- Identify potential longer-term financing needs that should be taken into consideration and other financing opportunities, such as potential to refinance outstanding debt for savings
- Develop a preliminary financing schedule; the schedule will detail key dates and actions necessary for issuance of debt and also identify responsibility for each task

2. Engage & Coordinate Financing Team

- As needed, assist City in securing services of bond counsel, underwriter, trustee/fiscal agent, escrow agent, verification agent, rating agencies, bond insurers, financial printer, and other members of the financing team
- As needed, obtain proposals, receive and analyze responses, and recommend selection of financing team members and required services
- Coordinate activities of financing team throughout the debt issuance process

3. Evaluate Financing Alternatives

- Work with City and its financing team to evaluate financing alternatives with the goal of helping the City issue debt on the most favorable terms
- As needed, identify pros and cons of different financing alternatives or approaches

4. Establish Bond Repayment & Security Provisions

Work with the City, bond counsel, and underwriter to identify and evaluate and recommend key bond repayment and security provisions including:

- Legally pledged sources of funds and covenants securing bond repayment
- Debt service reserve fund requirements
- Additional debt test requirements
- Other bond repayment and security provisions needed to adequately secure bond repayment while providing flexibility in meeting key covenants

5. Financing Terms and Conditions

Work with the City, bond counsel, and underwriter to evaluate and recommend terms and conditions for sale of the bonds including:

- Bond structure and maturity schedule
- Provisions for optional call and redemption
- Potential use of municipal bond insurance
- Potential use of a debt service reserve surety bond
- Inclusion of other legal covenants and conditions designed to improve the marketability of debt and/or legal flexibility

6. Legal Document Review

- Review legal documents securing the bonds prepared by bond counsel and/or underwriter's counsel and provide input
- Review ordinances, resolutions and other similar types of documents prepared by bond counsel and provide input
- For debt refundings, review any escrow agreements and other refunding documents
- For negotiated sales, review proposed bond purchase agreement

7. Assist in Development of Debt Estimates

- Develop or collaborate with underwriter to develop preliminary debt structuring estimates
- As needed, evaluate alternative debt structures

8. Preliminary Official Statement

- Assist disclosure counsel with preparation of the Preliminary Official Statement (POS)
- Assist City staff in assembling, reviewing, and analyzing pertinent data, and providing necessary information to disclosure counsel for preparation of the official statement
- Review the content of the preliminary official statement prepared by the disclosure counsel for accuracy and completeness and provide input

9. City Council Financing Authorization

- Remain available to participate in meeting with the City Council or any subcommittee at which the financing will be discussed and authorized
- Assist staff in drafting a staff report summarizing the financing
- If appropriate, develop a brief presentation summarizing the financing, key legal provisions, and documents requiring City approval
- Remain available to answer questions

10. Rating Agency and Potential Bond Insurance Services

- Recommend an approach for obtaining a bond credit rating and potentially bond insurance
- Provide rating analysts with relevant information and serve as primary contact for questions and information needs
- Provide bond insurance companies with relevant information and remain available to respond to questions and information needs
- Prepare or assist in development of a rating agency presentation designed to summarize the debt issuance, financial information and key debt provisions, as well as highlight credit strengths and address potential credit issues
- Schedule meetings and assist City staff in preparation for meetings
- Assist City in pulling together additional information and responding to questions from credit analysts as needed

11. Continuing Disclosure

- Work with City staff and other members of the financing team to determine specific continuing disclosure information for inclusion in annual reports throughout the life of the bond issue, pursuant to SEC Rule 15c2-12.

12. Bond Sale Marketing & Investor Relations

- Assist the underwriter in efforts to market the bonds to potential investors, as needed
- Assist underwriter in development of an investor presentation highlighting key credit issues
- Assist in responding to inquiries and requests for information from prospective investors

13. Bond Sale & Pricing

- Review underwriter's pre-pricing scales and bond structure and provide input and direction
- Represent the City's interests during pricing and structuring negotiations
- Remain available to help resolve any issues that come up during the bond pricing
- Review the terms of the final purchase agreement
- Provide input on final pricing and terms of the sale

14. Final Official Statement

- Assist in preparation of final tables and revisions for the final Official Statement
- Review draft and final draft versions of the Official Statement prepared by disclosure counsel and provide input
- Review final sources and uses of funds
- Assist in coordination of printing and distribution of final Official Statement

15. Closing

- Review closing documents prepared by bond counsel
- Prepare or review settlement amounts and instructions
- Develop any required Additional Debt Test calculations, as warranted
- Draft and circulate a Closing Memo that details bond settlement amounts, wiring instructions, and the appropriate allocation of bond proceeds
- Assist in coordination of invoices for payment after the bonds have closed
- Remain available to help resolve any issues leading through the bond closing

16. Final Official Statement

- Assist in preparation of final tables and revisions for the final Official Statement
- Review draft and final draft versions of the Official Statement prepared by disclosure counsel and provide input
- Review final sources and uses of funds
- Assist in coordination of printing and distribution of final Official Statement

17. Closing

- Review closing documents prepared by bond counsel
- Prepare or review statement of sources and uses of funds
- Prepare or review settlement amounts and instructions
- Assist in coordination of invoices for payment after the bonds have closed
- Develop any required Additional Debt Test calculations, as warranted
- Draft and circulate a Closing Memo that details bond settlement amounts, wiring instructions, and the appropriate allocation of bond proceeds
- Remain available to help resolve any issues leading through the bond closing

18. Financing Results & Post Issuance Activities

- Prepare a summary of the bond sale results, debt service schedule, and key legal provisions
- Remain available to assist the City with any post-issuance issues



BWA Project Manager Resume

ALEX HANDLERS, MPA, CIPMA



Alex Handlers is a principal and vice president of Bartle Wells Associates with expertise in the areas of utility rates and finance. He specializes in evaluating financing alternatives for capital improvement programs and securing project financing for public agencies. He is a Certified Independent Professional Municipal Advisor who has helped California agencies obtain over \$2 billion in financing via bonds, COPs, bank loans, lines of credit, State Revolving Fund loans, and various other state and federal grant and loan programs. He also has expertise in strategic financial planning and utility rate consulting and helped numerous California agencies adopt utility rates and development impact fees designed to recover the costs of service while being fair and equitable to all customers. He has managed projects for a wide range of California cities, counties, and special Cities and completed over 150 consulting assignments. He is an MSRB-Registered Municipal Advisor and current Board Member of the National Association of Municipal Advisors.

Education

M.P.A. - University of Washington

B.A. - Lehigh University

Certifications

CIPMA – Certified Independent Professional Municipal Advisor

MSRB-Registered Municipal Advisor

Board Member – National Association of Municipal Advisors

Representative Financing Projects

- **City of Tulare:** Served as financial advisor on 12 separate debt issues including over \$200 million of wastewater revenue bonds, \$18 million of water revenue bonds, \$32 million of lease revenue bonds for City street, park, and library improvements, and \$22 million of Tax Allocation Refunding Bonds for the Successor Agency to the City's Redevelopment Agency.
- **Monterey Regional Water Pollution Control Agency:** Served as financial advisor on an expandable revolving line of credit to help financing Pure Water Monterey recycled water facilities. The line of credit initially helped fund project design costs, and subsequently provided up to \$10 million of interim financing for construction costs that would ultimately be funded by a State Revolving Fund loan.
- **Montara Water & Sanitary City:** Served as financial advisor on the competitive sale of \$15.6 million of General Obligation Bonds to refund prior debt and generate funding for water system improvements. Assisted City with renegotiation of terms for an outstanding loan in order to reduce the interest rate and achieve savings.
- **Arvin-Edison Water Storage City:** Served as financial advisor on the issuance of four private placements that generated \$27 million of loans for water system capital improvement and \$14 million of refunding loans that refinanced prior debt at lower interest rates. Based on evaluation of financing alternatives, the private placement loans provided a lower cost of funds than bonds.
- **South Tahoe Public Utility City:** Coordinated competitive sale and negotiated sale of bonds and bank loans including \$15 million Sewer Revenue Certificates of Participation, \$10 million bank loan to fund water system improvements and refund prior debt for savings, an \$8.4 million bank loan to refunding an outstanding sewer loan for savings, a 15-year \$5 million sewer financing, and issuance of wastewater revenue refunding bonds to prepay 3 outstanding SRF Loan and a bank loan in order to generate savings.



Alex Handlers, continued

- **Silicon Valley Clean Water:** Developed 10-year financial plan supporting over \$500 million of capital improvements to a regional JPA that provides sewer treatment to Belmont, Redwood City, San Carlos, and the West Bay Sanitary City (Menlo Park). Served as financial advisor on three bond issues totaling over \$120 million of financing via a bonds, over \$50 million of State Revolving Fund (SRF) loans, and a \$30 million revolving line of credit.
- **Soquel Creek Water City:** Served as independent financial advisor on over \$40 million of water revenue bonds, COPs and a bank loan. Developed long-term financial plan and water rate recommendations supporting a) funding of a potential regional seawater desalination plant, and b) an aggressive conservation program. Recommended rate modifications designed to increase conservation incentive and developed emergency rates for various levels of required water cutbacks.
- **Ironhouse Sanitary City:** Assisted City with obtaining a low-rate State Revolving Fund Loan to fund a new wastewater treatment plant. Developed a long-term financial plan, sewer rates, and connection fees supporting construction of a new \$65 million wastewater treatment plant.
- **City of Vacaville:** Served as financial advisor on a \$20 million line of credit issued via a competitive sale process. The line of credit was used to provide interim financing for wastewater system capital improvements that ultimately were funded by long-term State Revolving Fund Loans.
- **City of Ukiah:** Served as financial advisor on \$75 million competitive bond sale to fund a new wastewater treatment facility and \$15 million bond sale for water system improvements.
- **San Francisco Public Utilities Commission:** Developed financial projections supporting over \$1 billion of bonds issued to help fund a 10-year, \$4.3 billion upgrade to the Hetch-Hetchy regional water system.

Representative Utility Rate & Fee Studies

- **City of San Carlos:** Developed sewer enterprise financial plan and rate study designed to support over \$10 million of sewer collection system capacity improvements and over \$60 million for the City's share of costs for rebuilding the regional wastewater treatment plant. Evaluate residential sewer rate alternatives.
- **City of Fresno:** Developed wastewater financial plan and Excel-based financial model used by City staff to update projections and evaluate financial scenarios. Developed water connection fees designed to recover costs of existing facilities and supplemental water supply projects benefiting new development.
- **City of Morro Bay:** Developed water and sewer financial plans, rate studies, and development impact fees. Incorporated input from the City's Public Works Advisory Board, Finance Committee, and City Council. Developed a financial plan and water and sewer rates designed to support the financing of a new wastewater treatment plant with water recycling facilities. Assisted City with securing low-cost financing from WIFIA and the Clean Water State Revolving Fund Loan Program.
- **City of Redwood City:** Developed long-term water/recycled water enterprise financing plan supporting a \$73 million recycled water project with a series of gradual rate adjustments. Recommended adoption of a new Water Supply Capacity Fee to recover recycled water facility costs. Developed sewer enterprise financial plan and rate study resulting in modifications to sewer rates designed to improve rate equity. Provide City with periodic updates to water and wastewater financial and rate projections.
- **Joshua Basin Water City:** Long-term financial plan and water rate study recommending a gradual increase in water rates coupled with rate structure modifications to provide additional conservation incentive. Worked closely with a community advisory committee throughout process.
- **City of San Mateo:** Developed a sewer rate study and long-term sewer enterprise financial plan designed to support a \$900 million Integrated Wastewater Capital Improvement Program. Assisted City in efforts to secure financing via State Revolving Fund Loans and bonds.

Availability & Fees

1. Bartle Wells Associates is prepared to begin work upon the City's authorization to proceed.
2. During the project development period, we will be available at all reasonable times and on reasonable notice for meetings and for consultation with City staff, attorneys, other consultants and members of the financing team, and others as necessary.
3. All work will be performed by Bartle Wells Associates. Alex Handlers, a Vice President and Principal of the firm will be assigned as project manager from BWA and will devote time and effort to successfully complete the project.
4. The fees for professional services for provided for this financing will not exceed the levels included on the attached Schedule of Financing Fees. For this financing transaction, fees for services are estimated not to exceed \$37,500 plus direct expenses, which will be billed at cost with no markup. Fees for services can be paid directly from debt proceeds by the trustee or fiscal agent at closing.
5. Bartle Wells Associates and any of its employees will not engage in any activities that would produce a direct or indirect financial gain for the firm other than the agreed-upon compensation.
6. Bartle Wells Associates is an independent public finance advisory firm that is registered as a Municipal Advisor with the Securities and Exchange Commission (SEC Registration No. 867-00740) and the Municipal Securities Rulemaking Board (MSRB ID K0414).
7. If the project is terminated for any reason, Bartle Wells Associates is to be reimbursed for professional services and direct expenses incurred up to the time notification of such termination is received.
8. Bartle Wells Associates will maintain in force, during the full term of the assignment, insurance as provided in the Certificate of Insurance attached.
9. This proposal may be withdrawn or amended if not accepted within 90 days.

Schedule of Financing Fees



BARTLE WELLS ASSOCIATES SCHEDULE OF FINANCING FEES

Fees Effective 1/1/2021

Bond & COP Sales

\$37,500	Base fee for up to the first \$10 million, plus
\$10,000	Per each additional \$10 million up to a total issue of \$30 million, plus
\$5,000	Per each additional \$10 million up to a total issue of \$50 million, plus
\$2,500	Per each additional \$10 million greater than \$50 million

Bank Loans & Private Placements

\$25,000	Base fee for up to the first \$10 million; plus
\$7,500	Per each additional \$10 million up to \$30 million; plus
\$2,500	Per each additional \$10 million greater than \$20 million

Note: Fees are calculated based on the total issue price which includes total principal plus original issue premium or less original issue discount.

Financing fees include charges for independent municipal advisory services for a single agency, single purpose issue. Additional fees would apply for a multi-agency or multi-purpose issue, or for preparation of an Official Statement and/or other services. Bartle Wells Associates does not charge for administrative support services.

Direct Expenses

Subconsultants will be billed at cost plus ten percent. Other reimbursable direct expenses incurred on behalf of the agency will be billed at cost plus ten percent. These reimbursable costs may include, but are not limited to:

- Travel, meals, lodging
- Printing and photocopying
- Special statistical analysis
- Outside computer services
- Official statement production
- Bond ratings
- Automobile mileage
- Messenger services and mailing costs
- Graphic design and photography
- Electronic document distribution
- Special legal services
- Legal advertisements

Payment

Fees for services can be paid directly from debt proceeds when the financing closes. If, after initiating our work, the debt issuance is cancelled or postponed for more than four months, Bartle Wells Associates is to be reimbursed for services and expenses incurred, based on the Billing Rate Schedule in effect during the period the work was performed. Fees are payable within 30 days of the invoice date. A late charge of 1.0 percent per month may be applied to balances unpaid after 60 days.



Schedule of Insurance

SCHEDULE OF INSURANCE

Insured: BARTLE WELLS ASSOCIATES

Bartle Wells Associates will maintain in force, during the full term of the assignment, insurance in the amounts and coverage as provided in this schedule. If additional insurance is required, and the insurer increases the premium as a result, then the amount of the increase will be added to the contract price.

TYPE OF INSURANCE	COMPANY POLICY NUMBER	COVERAGES AND LIMITS	EXP. DATE
Commercial General Liability	Hartford Insurance Company Policy #35-SBA PA6857	<ul style="list-style-type: none"> ▪ \$2,000,000 General Aggregate ▪ \$2,000,000 Products Comp/Op Aggregate ▪ \$2,000,000 Personal & Advertising Injury ▪ \$1,000,000 Each Occurrence 	6/1/21
Excess/Umbrella Liability	Hartford Insurance Company Policy #35-SBA PA6857	<ul style="list-style-type: none"> ▪ \$1,000,000 Aggregate ▪ \$1,000,000 Each Occurrence 	6/1/21
Automobile Liability	Hartford Insurance Company Policy #35-UEC VU2842	<ul style="list-style-type: none"> ▪ \$1,000,000 Combined Single Limit 	6/1/21
Workers Compensation & Employers' Liability	Hartford Underwriters Insurance Company Policy #35-WEC FG7858	<p>Workers' Compensation: Statutory Limits for the State of California. Employers' Liability:</p> <ul style="list-style-type: none"> ▪ Bodily Injury by Accident - \$1,000,000 each accident ▪ Bodily Injury by Disease - \$1,000,000 each employee ▪ Bodily Injury by Disease - \$1,000,000 policy limit 	6/1/21
Professional Liability	Chubb & Son, Inc. BINDO94045	<p>Solely in the performance of services as municipal financing consultants for others for a fee.</p> <p>Limit: \$2,000,000 Per Occurrence & Aggregate (including defense costs, charges, and expenses)</p>	6/1/21



Municipal Securities Rulemaking Board

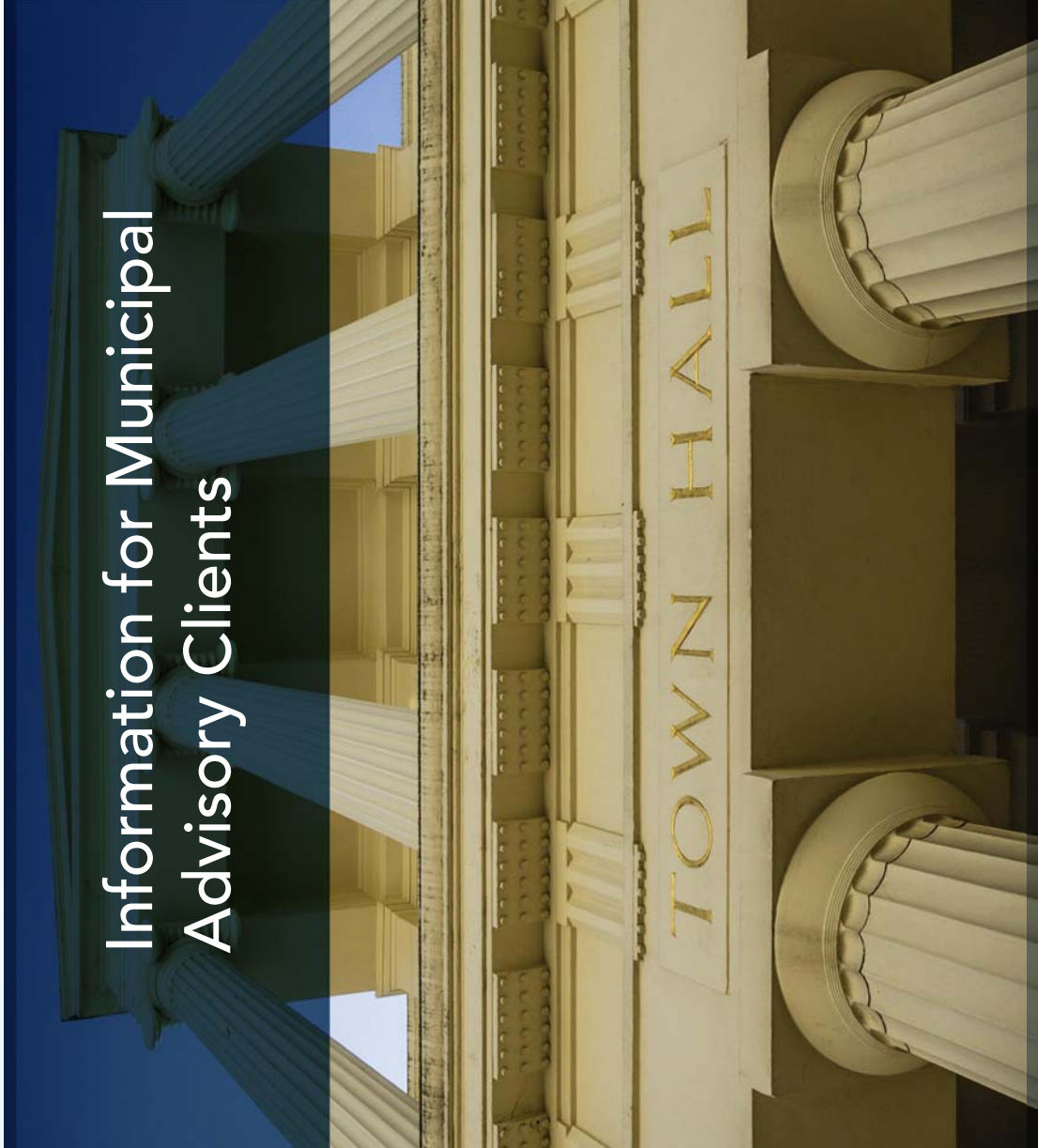
Information for Municipal Advisory Clients

The Municipal Securities Rulemaking Board (MSRB) provides significant protections for municipal entities and obligated persons that are clients of a municipal advisor. Certain of those protections also apply to potential clients of a municipal advisor. Municipal advisors must comply with our rules when engaging in municipal advisory activities.

This document summarizes key principles of our rules that protect you. It also provides information on how to file a complaint against a municipal advisor with the appropriate federal regulatory authority. For the complete text of the rules and additional educational information, visit the MSRB's website at www.msrb.org.

Professional Competency. Our rules require that your municipal advisor meet professional qualification requirements based on its municipal advisory activities. Beginning January 1, 2018, our rules require that municipal advisors also meet continuing education requirements.

Fair Dealing. Our rules require that your municipal advisor deal fairly with you and not engage in any deceptive, dishonest or unfair practice. Your municipal advisor must satisfy a duty of care. Your municipal advisor's recommendations must be suitable, and your municipal advisor's compensation for its recommendations must not be excessive.



To help make sure that your municipal advisor is providing unbiased advice, our rules address potential conflicts of interest, including gift-giving and political contributions. Our rules generally prohibit a municipal advisor from advising or soliciting a municipal entity within two years of a political contribution to an official of that municipal entity.

Our rules also require that you receive certain disclosures from your municipal advisor so you are aware of information that is material to your decision-making. If you are receiving advice from your municipal advisor, your municipal advisor must disclose, in writing, all material conflicts of interest, and all legal and disciplinary events material to your evaluation of your municipal advisor. We refer to this as a “full and fair” disclosure under our rules.

You are also protected by our fair dealing rules if you are solicited by a municipal advisor on behalf of a third-party municipal securities dealer, municipal advisor or investment adviser to buy certain products or services. That municipal advisor must disclose all material facts about the solicitation, including all material risks and characteristics of the product or service.

Duty of Loyalty. If you are a municipal entity, our rules provide extra protections when your municipal advisor advises you about municipal financial products or the issuance of municipal securities. Your municipal advisor must deal honestly and with the utmost of good faith, and act in your best interests without regard to its financial or other interests.

Periodic Disclosure. Your municipal advisor must periodically provide you with the following:

- a statement that it is registered with the MSRB and the Securities and Exchange Commission (SEC);
- the MSRB’s website address; and
- a statement as to the availability of this brochure.

Documentation. When hiring a municipal advisor to provide advice, your municipal advisor must give you a written document outlining certain terms of its relationship with you.

Remedies for Disputes

If you have a dispute with your municipal advisor firm or representative, you should try to — but do not have to — resolve it with the individual or a supervisor. In some cases, you may not be able to resolve the dispute.

Terms as Used in this Brochure

- **You:** A municipal advisory client, including:
 - **Municipal Entity:** A state, political subdivision of a state, or municipal corporate instrumentality of a state, including a public pension plan.
 - **Obligated Person:** Any person (including the issuer) legally committed to support payment of all or part of an issue of municipal securities, other than certain unrelated providers of credit or liquidity enhancement.
- **Municipal Advisory Activities**
 - **The provision of advice** to you with respect to municipal financial products or the issuance of municipal securities.
 - **Solicitation** of you on behalf of certain third parties to purchase a product or service.

Filing a Complaint

Regardless of whether you have tried to resolve your complaint directly, you may file a formal complaint with the regulatory agency that examines your municipal advisor for compliance with MSRB rules. You also may contact the MSRB, at 1300 I Street NW, Suite 1000, Washington, DC, 20005, 202-838-1330, complaints@msrb.org, and we will forward the complaint to the appropriate enforcement agency listed below.

To expedite the handling of your complaint, please be as specific as possible as to the nature of the complaint, including detail about the representative and/or firm involved. Please provide your name, phone number, email address and mailing address.

If you have a complaint about a potential violation of MSRB rules or other federal securities laws, contact:

U.S. Securities and Exchange Commission

SEC Center for Complaints and Enforcement Tips
100 F Street, N.E.

Washington, DC 20549-5990

<https://www.sec.gov/reportspubs/investor-publications/complaintshtml.html>

Or use the online portal at:

<https://acadia.sec.gov/TcrExternalWeb/faces/pages/accept.jspx>

If you have a complaint about your municipal advisor or about the municipal securities market:

U.S. Securities and Exchange Commission

Office of Investor Education and Advocacy

100 F Street, N.E.

Washington, DC 20549-0213

Fax: (202) 772-9295

<https://www.sec.gov/complaint/question.shtml>

Or use the online portal at:

<https://www.sec.gov/oiea/Complaint.html>

If you have a complaint against your municipal advisor that is also registered with FINRA as a dealer, contact:

FINRA Investor Complaint Center

9509 Key West Avenue

Rockville, MD 20850-3329

(240) 386-4357

<http://www.finra.org/investors/problem>

Or use the online portal at:

<http://www.finra.org/investors/investor-complaint-center>

Municipal advisors that also act as municipal securities dealers must follow additional rules. For more information about the regulatory protections for investors, see the MSRB's [Information for Municipal Securities Investors brochure](#).

About the MSRB

The MSRB protects investors, state and local governments and other municipal entities, and the public interest by promoting a fair and efficient municipal securities market. The MSRB fulfills this mission by regulating the municipal securities firms, banks and municipal advisors that engage in municipal securities and advisory activities. To further protect market participants, the MSRB provides market transparency through its [Electronic Municipal Market Access \(EMMA®\) website](#), the official repository for information on all municipal bonds. The MSRB also serves as an objective resource on the municipal market, conducts extensive education and outreach to market stakeholders, and provides market leadership on key issues. The MSRB is a Congressionally-chartered, self-regulatory organization governed by a 21-member board of directors that has a majority of public members, in addition to representatives of regulated entities. The MSRB is subject to oversight by the Securities and Exchange Commission.

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

**A RESOLUTION OF THE CITY COUNCIL
OF THE CITY OF MENDOTA APPROVING
ENTRANCE INTO AN AGREEMENT WITH
NHA ADVISORS FOR SERVICES NEEDED
FOR THE MENDOTA CITY HALL AND
POLICE DEPARTMENT PROJECT**

RESOLUTION NO. 21-23

WHEREAS, in 2015, the City of Mendota (“City”) purchased the real property located at the corner of Riofrio Street and 7th Street for the purpose of constructing a new City Hall and Police Department building (“the Project”); and

WHEREAS, in 2016, the City received funding for the construction of the Project; and

WHEREAS, in 2020, the City contracted program management services to provide preliminary development and program management services, conduct a needs assessment, and calculate cost estimates for the Project; and

WHEREAS, following the completion of the needs assessment and the calculation of cost estimates for the Project, the City Council directed staff to move forward with determining possible financing options for the Project and seek the services of a financial advisor; and

WHEREAS, staff has reached out to three (3) firms who provide financial advising services, and all firms were responsive and provided their proposals for the needed services, with NHA Advisors qualifying as the lowest responsible, responsive firm.

NOW, THEREFORE, BE IT RESOLVED, that the City Council of the City of Mendota hereby approves entrance into an agreement with NHA Advisors for services needed for the Project and authorizes the City Manager to sign all necessary documents.

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 13th day of April, 2021, by the following vote:

AYES:

NOES:

ABSENT:

ABSTAIN:

Celeste Cabrera-Garcia, City Clerk

AGENDA ITEM – STAFF REPORT

TO: HONORABLE MAYOR AND COUNCILMEMBERS
FROM: CELESTE CABRERA-GARCIA, CITY CLERK
VIA: CRISTIAN GONZALEZ, CITY MANAGER
SUBJECT: APPOINTMENT OF MENDOTA RESIDENT TO THE RECREATION COMMISSION
DATE: APRIL 13, 2021

ISSUE

Should the City Council appoint a Mendota resident to the Recreation Commission?

BACKGROUND

The Recreation Commission currently has one vacant position. The term of the vacant position runs through January 31, 2023. Pursuant to Mendota Municipal Code section 2.32.020, the City Council maintains the authority to appoint individuals to the Recreation Commission.

A notice (attached to this report) was posted on March 1, 2021 notifying the public of the unscheduled vacancy, the term of the office for appointment, the location of the application that is required to be completed, and the deadline (which was April 1, 2021 by 5pm) by which the application must be submitted to the office of the City Clerk.

ANALYSIS

Mr. Albert Escobedo submitted an application to be considered for appointment, and it is attached to this report. Should the Council appoint Mr. Escobedo to the Recreation Commission, he would occupy the seat until the expiration of the term (through January 31, 2023).

FISCAL IMPACT

None.

RECOMMENDATION

Staff recommends that the City Council appoint Mr. Albert Escobedo to the Recreation Commission.

Attachment(s):

1. City of Mendota – Notice of Commission Vacancy
2. Application for Membership on a City of Mendota Board, Commission or Committee – Albert Escobedo



CITY OF MENDOTA

"Cantaloupe Center Of The World"

CITY OF MENDOTA NOTICE OF COMMISSION VACANCY

Maddy Act Compliance - California Government Code Sections 54970-54974

Notice is hereby given that there is a vacancy on the Recreation Commission of the City of Mendota. The City of Mendota encourages residents to apply for a position on the Commission.

RECREATION COMMISSION

(Applications Due by 5 p.m. by Thursday, April 1, 2021)

Commissioner – VACANT		Expires: January 31, 2023
Commissioner Jesus Mendoza*	Appointed: January 2021	Expires: January 31, 2025
Commissioner Paul Ochoa**	Appointed: January 2021	Expires: January 31, 2025
Commissioner Kevin Romero	Appointed: May 2019	Expires: January 31, 2023
Commissioner Josue Urias	Appointed: May 2019	Expires: January 31, 2023
Commissioner Antonio Pizano	Appointed: January 2021	Expires: January 31, 2025
Commissioner Jessica Sanchez***	Appointed: January 2021	Expires: January 31, 2025

* Designated City Council Representative

** Designated Mendota Unified School District Representative

*** Designated Planning Commission Representative

Qualifications

1. Applicants must be a Mendota resident; and
2. Applicants shall not be a salaried employee of the City; and
3. Applicants must submit a completed **Application for Membership on a City of Mendota Board or Commission** to the City Clerk (*Applications are available at City Hall, 643 Quince Street, Mendota, CA 93640*).
4. Applicants will complete the term of the vacant seat on the Commission.

Dated: March 1, 2021

I, Celeste Cabrera-Garcia, City Clerk of the City of Mendota, do hereby declare that the foregoing Special Public Notice, was posted on the outside bulletin board located at City Hall, 643 Quince Street on Monday, March 1, 2021 at 10:30 a.m.


Celeste Cabrera-Garcia, City Clerk



CITY OF MENDOTA
643 QUINCE STREET
MENDOTA, CA 93640
(559) 655-3291

APPLICATION FOR MEMBERSHIP ON A CITY OF MENDOTA
BOARD, COMMISSION OR COMMITTEE

Name of Board or Committee: Mendota Recreation

Applicants' name: Albert Escobedo

Address: [REDACTED]

Telephone number: [REDACTED]

Present occupation: Retired.

Number of years as a Mendota resident: 60 years

Memberships:

Are you a member of any other community boards, commissions or committees? Yes No.

If yes please provide list: _____

At the initial formation of the committee you have the option of a 2 year or 4 year term, please select which you would like to serve. 2 years 4years _____
(Not Applicable for the Planning Commission. Commissioners serve 4 year terms).

Education:

Please state the highest year of school completed 12.

Please state any special areas of study, work experience or special area of interest that may be of value to this committee:

I HAVE been in the planning for 8 years
I HAVE worked with both Westside and
M4R. Doing things for our kids.

Please give a brief statement of your views related to the business of this committee and why you would like to be a member.

Just want to serve my town
and help where ever I CAN.
I want to make mendota more of a town
that gives from the heart.

Signature of Applicant: Elmer Ertlebs Date: 3/29-21

Accepted:

Signature of City Clerk: [Signature] Time: 9am
Date: 3/29/21

AGENDA ITEM – STAFF REPORT

TO: HONORABLE MAYOR AND COUNCILMEMBERS
FROM: MICHAEL OSBORN, CITY ENGINEER
VIA: CRISTIAN GONZALEZ, CITY MANAGER
SUBJECT: CONFIRMING THE DIAGRAM AND AUTHORIZING THE LEVY AND COLLECTION OF ASSESSMENTS FOR LANDSCAPE AND LIGHTING MAINTENANCE DISTRICT 2019-01 FOR FISCAL YEAR 2021/2022
DATE: APRIL 13, 2021

ISSUE

Shall the City Council adopt Resolution No. 21-22, confirming the diagram and authorizing the levy and collection of assessments for the Landscape and Lighting Maintenance District 2019-01 for Fiscal Year 2021/2022?

BACKGROUND

At its regular meeting of July 9, 2019, the City Council adopted resolution 19-48 forming the Landscape and Lighting Maintenance District 2019-01 to cover the costs for landscape maintenance and park lighting operation and maintenance associated with Tract 6218 (La Colonia).

According to the Landscape and Lighting Act of 1972, which is Part 2 of Division 15 of the California Streets and Highways Code (the “Act”), an engineer shall prepare a report for “each fiscal year for which assessments are to be levied and collected to pay the costs of the improvements described in the report” (§22566 SHC). The Act also requires that the City Council adopt a resolution of intention declaring its intention to levy and collect the assessments for the LLMD No. 2019-01 and schedule a public hearing to discuss such action.

At its regular meeting of March 23, 2021, the City Council adopted Resolution No. 21-16, which declared its intention to levy and collect the assessments for the LLMD No. 2019-01 for fiscal year 2021/2022 and scheduled a public hearing to consider the issue.

ANALYSIS

The landscape improvements included in LLMD 2019-01 have not yet been fully completed by the developer. With the completion of the roundabout in January, the landscaping along Bass Avenue has commenced and is anticipated to be completed this month and then there is a year-long establishment and maintenance period prior to acceptance of the landscaping and irrigation by the City. The interior park improvements are completed; however, they were accepted by the City in February 2021. Because of this, the total levy has not changed from last year and the assessment per parcel will remain the same.

The City Manager and City Attorney have reviewed the Engineer's Report and are satisfied that it meets the requirements of the Act, and it has been filed with the City Clerk as required by the Act. Once the attached resolution is adopted by the City Council, staff will be able to move forward with placing the assessments on the 2021/2022 tax roll.

FISCAL IMPACT

No negative financial impact. The assessment will result in income to the City in excess of \$20,000 per year, which is dedicated to the costs for landscape maintenance and park lighting operation and maintenance within LLMD 2019-01.

RECOMMENDATION

Staff recommends that the City Council adopt Resolution No. 21-22, confirming the diagram and authorizing the levy and collection of assessments for Landscape and Lighting Maintenance District No. 2019-01 for Fiscal Year 2021/2022.

Attachment(s):

1. Resolution No. 21-22
2. Engineer's Report for Landscape and Lighting Maintenance District No. 2019-01 for Fiscal Year 2021/2022

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

**A RESOLUTION OF THE CITY COUNCIL
OF THE CITY OF MENDOTA CONFIRMING
THE DIAGRAM AND AUTHORIZING THE
LEVY AND COLLECTION OF ASSESSMENTS
FOR LANDSCAPE AND LIGHTING
MAINTENANCE DISTRICT NO. 2019-01
FOR FISCAL YEAR 2021-2022**

RESOLUTION NO. 21-22

WHEREAS, the Landscape and Lighting Act of 1972, California Streets and Highways Code section 22500, *et seq.* (“Act”), allows agencies, including cities, to create landscape and lighting maintenance districts to assess property owners for the cost of maintaining landscaping and operating lighting systems which provide special benefit to the property owners in the District over and above the benefits received by City of Mendota (“City”) residents at large;

WHEREAS, on July 9, 2019 the City Council adopted resolution 19-48 forming the Landscape and Lighting Maintenance District 2019-01 (“LLMD 2019-01”) to accommodate the La Colonia subdivision and fund improvement for landscape maintenance, including center median landscaping, parkway landscaping along the major perimeter street (Bass Avenue), public easement (paseo) landscaping, and neighborhood park open space area landscaping, and supplemental park lighting; and

WHEREAS, in accordance with Streets and Highways Code section 22587, on March 23, 2021, the City adopted a resolution of intention, Resolution No. 21-16, which accepted the Engineer’s Report for Fiscal Year 2021-2022, declared its intention to levy and collect the assessments for Fiscal Year 2021-2022, and called for a public hearing regarding the levying of the proposed assessment; and

WHEREAS, in accordance with Streets and Highways Code sections 22552 and 22553 and Government Code section 6061, the City provided notice of the public hearing to consider the adoption of the proposed assessment.

NOW, THEREFORE, BE IT RESOLVED, by the City Council of the City of Mendota, State of California, as follows:

1. The City Council hereby determines that the territory within LLMD No. 2019-01, whose boundaries are set forth in the Engineer’s Report for the LLMD No. 2019-01 for fiscal year 2021-2022, and on file with the City Clerk will be the territory benefited by the maintenance and servicing of the improvements described in said Engineer’s Report.

2. The public hearing on said annual levy of assessments for the LLMD No. 2019-01 was held in accordance with law.
3. The Engineer's Report, attached hereto as Exhibit "A," the diagram for LLMD No. 2019-01, and the assessment of the estimated costs of the improvements contained therein, is adopted and approved.
4. The City Council hereby orders the levy and collection of the approved assessments for the fiscal year 2021-2022 pursuant to Streets and Highways Code section 22500, *et seq.*
5. The City hereby authorizes and directs the City Manager, or his designee, to work with the County of Fresno Assessor to add the approved levies to the 2021-2022 property tax roll.

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 13th day of April, 2021, by the following vote:

AYES:

NOES:

ABSENT:

ABSTAIN:

Celeste Cabrera-Garcia, City Clerk

Exhibit A

City of Mendota

ENGINEER'S REPORT

Landscape and Lighting Maintenance District No. 2019-01

Fiscal Year 2021/2022

March 16, 2021

Prepared for:
City of Mendota

Prepared by:
Provost & Pritchard Consulting Group
286 W. Cromwell Avenue, Fresno 93711

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Report Prepared for:

City of Mendota

643 Quince Street
Mendota, CA 93640

Contact:

Cristian Gonzalez, City Manager

Report Prepared by:

Provost & Pritchard Consulting Group

Michael Osborn, PE
City Engineer
559-449-2700

mosborn@ppeng.com



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1 Introduction

1.1 Background

This report is prepared pursuant to the Landscape and Lighting Act of 1972, which is Part 2 of Division 15 of the California Streets and Highways Code (the “Act”). The Act allows agencies, including cities, to create Landscape and Lighting Maintenance Districts (LLMD) to assess property owners for the cost of maintaining landscaping, and operating lighting systems which provide special benefit to the property owners included in the LLMD which are over and above the benefits received by the City’s residents at large.

In July 2019 the City Council approved the formation of the Landscape and Lighting Maintenance District 2019-01 (LLMD 2019-01) and the levy of assessments to fund the landscape maintenance and the park lighting operation within Tract 6218, “La Colonia”.

Per the Act, an engineer shall prepare a report for “each fiscal year for which assessments are to be levied and collected to pay the costs of the improvements described in the report.” (§22566 SHC)

This Engineer’s report describes LLMD 2019-01, including its boundaries; the properties which are included; the facilities which will be constructed, operated, and/or maintained; the amount proposed for assessment to the benefitting properties; the method proposed for apportionment of the assessment; and the dollar amount of the assessment proposed to be levied on each property within the LLMD. The assessments adopted by the City Council (the Council) must be prepared in accordance with the Act.

The Council must review the Engineer’s Report and may either order amendments to the Report or confirm the Report as submitted. Following final approval of the Report and the assessments proposed to be levied and placed on the County tax roll for the coming fiscal year, the Council would then order the levy and collection of assessments for the fiscal year pursuant to the Act.

For the purposes of the LLMD 2019-01, the proposed operating and maintenance costs associated with the improvements and the benefitting properties have been closely reviewed and evaluated. The method of apportioning costs has been developed to provide an equitable method of calculating the benefit that various properties receive from the improvements. The assessments established for this fiscal year account for the anticipated operating and maintenance expenses for public areas of landscaping and for operation of special landscape and security lighting systems in the areas identified.

LLMD 2019-01 provides a mechanism to annually adjust the assessment to allow the City to keep income closely related to ongoing expense, without having to hold annual public hearings as would otherwise be required. This assessment adjustment mechanism allows the City Council to annually increase the maximum assessment rates by the greater of inflation (based on the Consumer Price Index) or two percent (2%). Should this automatic increase provision become inadequate to keep pace with actual expenses, a new calculation of costs and proposed assessments can be made and new assessment hearings may be held to confirm the increased assessments.

The area which is included in LLMD 2019-01 is shown on the Assessment Diagram in Appendix A. The Assessment Diagram shows the boundary of the LLMD, the areas to be maintained, and all of the properties that are assessed. This Engineer’s Report (“Report”) describes the LLMD, and the proposed assessments for this fiscal year. The maintenance, operation and servicing of the improvements associated with the LLMD that provide a special benefit to the properties in that area tabulated, and each parcel is assessed

proportionately for those costs that are found to be a special benefit to the properties within the LLMD. The budget and assessments are based on the City's estimated cost to provide these services.

LLMDs can include multiple "Benefit Zones," or areas which are assessed for the costs related to differing improvements related to the properties within each zone. This LLMD may be expanded in the future to include additional properties and Benefit Zones, by vote of the City Council. For this fiscal year, LLMD 2019-01 consists of a single Benefit Zone.

1.2 Parcels Included in LLMD 2019-01

The word "parcel", for the purposes of this Report, refers to an individual property assigned its own address and its own Assessor's Parcel Number (APN) as assigned by the Fresno County Assessor's Office. The Fresno County Auditor/Controller uses APNs and specific Fund Numbers to identify properties assessed for Special District Benefit Assessments such as proposed for this LLMD on the property tax roll.

The City Council will review the Engineer's Report and the assessment information will be submitted to the County Auditor/Controller and will be included on the property tax roll for each parcel for this fiscal year.

1.3 Improvements Eligible for Inclusion

While not all of the following are included costs in LLMD 2019-01, the Act defines eligible improvements to mean one or any combination of the following, and any or all could be included in future assessments should the need arise:

- The installation or planting of landscaping;
- The installation or construction of statuary, fountains, and other ornamental structures and facilities;
- The installation or construction of public lighting facilities;
- The installation or construction of any facilities which are appurtenant to any of the foregoing or which are necessary or convenient for the maintenance or servicing thereof, including, but not limited to, grading, clearing, removal of debris, the installation or construction of curbs, gutters, walls, sidewalks, or paving, or water, irrigation, drainage, or electrical facilities;
- The maintenance or servicing, or both, of any of the foregoing;
- The acquisition of any existing improvement otherwise authorized pursuant to this section.

Incidental expenses associated with the improvements including, but not limited to:

- The cost of preparation of the report, including plans, specifications, estimates, diagram, and assessment;
- The costs of printing, advertising, and the publishing, posting and mailing of notices;
- Compensation payable to the County for collection of assessments;
- Compensation of any engineer or attorney employed to render services;
- Any other expenses incidental to the construction, installation, or maintenance and servicing of the improvements;
- Any expenses incidental to the issuance of bonds or notes pursuant to Section 22662.5;
- Costs associated with any elections held for the approval of a new or increased assessment.

The Act defines "maintain" or "maintenance" to mean furnishing of services and materials for the ordinary and usual maintenance, operation, and servicing of any improvement, including:

- Repair, removal, or replacement of all or any part of any improvement;
- Providing for the life, growth, health, and beauty of landscaping, including cultivation, irrigation, trimming, spraying, fertilizing, or treating for disease or injury;
- The removal of trimmings, rubbish, debris, and other solid waste;
- The cleaning, sandblasting, and painting of walls and other improvements to remove or cover graffiti.

2 Description of LLMD 2019-01

LLMD 2019-01 includes the entire boundary of Tract 6218, also known as the La Colonia subdivision. The boundary and layout of the LLMD 2019-01 are shown on the Assessment Diagram in Appendix A. All parcels within the tract are within a single zone of benefit.

Costs included in the proposed assessments include those associated with operations and maintenance of unique landscaping and lighting elements constructed by the developer and dedicated to the City, as described below. All of these are considered to be over and above the level of improvement customarily provided by the City, and therefore provide a special benefit to the property owners within LLMD 2019-01.

2.1 LLMD Purpose and Services Provided

LLMD 2019-01 provides for the ongoing maintenance and operation of landscaping, landscape and security lighting, graffiti abatement and related services within the public spaces located within LLMD 2019-01, as detailed in the sections below.

The costs and assessments set forth in this Report are based upon the City's estimate of the expenses related to the operation and maintenance of the LLMD 2019-01 improvements, including labor, personnel, utilities, equipment, materials, administration and incidental expenses.

Parcels that receive special benefits from the improvements within each Zone share in the cost of the services and improvements associated only with that Zone. For this fiscal year LLMD 2019-01 consists of a single Benefit Zone. The total amount to be assessed within the Zone for the operation and maintenance of the improvements is equitably spread among the benefiting parcels.

2.2 Landscape Maintenance

Landscape maintenance areas within the LLMD 2019-01 include center median landscaping and parkway landscaping along Bass Avenue, the major perimeter street; public easement (paseo) landscaping; and the neighborhood park open space area landscaping. Particular services provided may include, but would not be limited to:

- Fertilizing, cultivating, pruning, and replacing plant materials all landscape improvements within the medians, parkways, entryways, paseos and pocket park open space areas within the LLMD including street trees, turf, ground cover, shrubs, irrigation and drainage systems;
- Weed abatement;
- Painting and repairing of all sound walls, fencing, and necessary appurtenances. These may include but are not limited to shade structures, picnic tables, outdoor grills benches, trash and coal receptacles and similar items;
- Solid waste and litter collection

As noted above, LLMD 2019-01 includes only a single Benefit Zone. If additional areas are added to LLMD 2019-01 in the future, each area would be counted as a distinct and separate Benefit Zone. Improvements which would be operated and maintained may vary from zone to zone.

Landscape improvements within LLMD 2019-01 will be maintained and serviced on a regular basis. The frequency and specific maintenance and operations required within LLMD 2019-01 and each Benefit Zone will be determined weekly by City staff. The net costs associated with the improvements will be equitably spread to parcels proportionately according to the special benefits received.

2.3 Lighting Operation and Maintenance

LLMD 2019-01 includes supplemental lighting in the Park area. Cost for operation and maintenance of this light are included in the initial assessment. These costs include:

- Electrical power
- Lamp and LED replacement
- Graffiti removal and/or painting
- Replacement of broken or damaged parts

No other lighting improvements are included in LLMD 2019-01 at this time. As additional Benefit Zones are added, the costs of operating and maintaining the full variety of supplemental lighting improvements within those new Benefit Zones may be assessed to properties within those zones.

3 Method of Assessment

Pursuant to the Act, the costs incurred by the LLMD may be apportioned by any formula or method which fairly distributes the net amount to be assessed among assessable parcels in proportion to the estimated benefits to be received by each parcel from the assessed improvements. In order to accomplish this requirement, the formula used for calculating special benefits within the LLMD must reflect the land use composition of the parcels, the types of improvements being operated, and the maintenance and operations services provided.

The City must identify all parcels which have special benefits conferred upon them and which are to be assessed, in relationship to the entirety of the public improvement and the maintenance and operation expenses being provided.

3.1 Benefit Analysis

In conjunction with the provisions of the Act, the California Constitution, in Article XIIIID, defines a number of terms which are essential to an acceptable and equitable levy of assessments:

Section 2d defines “District” as follows:

“an area determined by an agency to contain all parcels which will receive a special benefit from a proposed public improvement or property related service.”

Section 2i defines “Special Benefit” as follows:

“a particular and distinct benefit over and above general benefits conferred on real property located in the District or to the public at large. General enhancement of property value does not constitute “special benefit.”

Section 4a defines “Proportional Special Benefit Assessments” as follows:

“An agency which proposes to levy an assessment shall identify all parcels which will have a special benefit conferred upon them and upon which an assessment will be imposed. The proportionate special benefit derived by each identified parcel shall be determined in relationship to the entirety of the capital cost of a public improvement, the maintenance and operation expenses of a public improvement, or the cost of the property related service being provided. No assessment shall be imposed on any parcel which exceeds the reasonable cost of the proportional special benefit conferred on that parcel.”

3.2 Potential Special Benefits of Landscaping Improvements

The special benefits of additional landscaping within the LLMD boundaries include:

- Enhanced aesthetic environment
- Additional greenspace and shade within the tract
- Enhanced home values due to increase in overall greenspace within the development.
- Enhanced home values due to increased attractiveness of entrance frontage and entrance road median

3.3 Potential Special Benefits of Special Lighting Improvements

The potential benefits of special landscape and lighting within the boundaries of the LLMD include:

- Convenience, safety, and security of property, improvements, and goods
- Improvement of usability of greenspace areas
- Enhanced deterrence of crime and the aid to police protection
- Improved ability of pedestrians to see potential obstacles

3.4 Assessment Methodology

Each parcel in LLMD 2019-01 is assigned a weighting factor known as an Assessment Unit (AU) to identify the parcel's proportionate special benefit from specific improvements. Each parcel's AU is calculated based on the parcel's land use, development status and/or size as compared to other parcels within the LLMD, as determined to be appropriate for each type of expense.

A typical single-family residential property will be assigned an AU of 1.00, and all other property types will be assigned an AU proportionate to the special benefits they receive as compared to this single-family residential property.

The total number of Assessment Units in each Zone will then be divided into the total dollar amount to be assessed (also known as the Balance to Levy, a term defined in the Act) to establish the Levy per AU (the Assessment Rate). The Assessment Rate will then be multiplied by the parcel's AU to establish the parcel's Levy Amount.

Put mathematically, the formulas for the method of apportionment will be as follows:

$$\text{Total Balance to Levy} / \text{Total AU in Zone} = \text{Levy per AU (Rate)}$$

$$\text{Levy per AU (Rate)} \times \text{Parcel's Calculated AU} = \text{Parcel's Levy Amount}$$

LLMD 2019-01 provides for operation and maintenance of improvements that enhance the presentation, aesthetics and public safety aspects of the included properties. These improvements will directly benefit the parcels to be assessed within the LLMD 2019-01. The assessments and method of apportionment are based on the premise that the assessments will be used to operate and maintain landscape and lighting improvements within LLMD 2019-01, and that the assessment revenues generated by LLMD 2019-01 will be used solely for such purposes. This reports finds the following:

- The costs of operation and maintenance of the proposed improvements have been identified and allocated to properties within LLMD 2019-01 based on a determined special benefit.
- The LLMD improvements are not required nor necessarily desired by any properties or developments outside the LLMD 2019-01 boundary. Therefore, any public access or use of these local improvements by others is incidental and there is no measurable general benefit to properties outside LLMD 2019-01 or to the public at large.
- The LLMD improvements, associated costs and assessments are localized, and the construction and installation of the improvements are only necessary for the development of properties within LLMD 2019-01.

- The improvements provided by LLMD 2019-01 and for which properties will be assessed have been identified as an essential component and local amenity that provide a direct reflection and extension of the properties within LLMD 2019-01.
- The method of assessment set forth in this Report assumes that each assessed property receives special benefits from the landscape and lighting improvements within LLMD 2019-01, over and above any general community benefit.
- The assessment obligation for each parcel reflects that parcel's proportional share of special benefits as compared to other properties within LLMD 2019-01.
- Pursuant to the provisions of the Act, the improvements and the associated costs described in this Report have been carefully reviewed and have been allocated proportionally to properties within LLMD 2019-01.

Every parcel within LLMD 2019-01 has a land use classification based on the City's designation. While primary land use classification (i.e., Residential versus Non-Residential) can be a factor appropriate to help identify the special benefits conveyed to each property within a LLMD, it is not a factor used here since all properties carry the same residential land use classification.

Because landscape improvements associated with residential properties are usually located on the perimeter of a residential subdivision, or serve the needs of properties located within reasonable walking distance thereof, landscape improvements are typically associated with the entire development and are considered to provide substantially similar and equal benefits to each residential unit. Therefore, all residential properties are assigned 1.00 AU per unit as their proportional allocation of the landscape improvement costs whether a residential unit has been constructed or merely approved for development.

Similarly, for a typical residential tract development with landscaping and/or supplemental lighting within and adjacent to the development, the benefit to each residential property is reasonably equal and each residential parcel is assigned 1.00 AU.

No parcels in the City of Mendota are assessed for standard street lighting, and the same holds true here.

3.5 Annual Adjustments to Assessments

Most operations and maintenance budget items are typically impacted by inflation. Generally, any new or increased assessments to offset these increased costs require certain noticing, meeting, and balloting requirements by law. However, Government Code Section 54954.6(o) provides that a "new or increased assessment" does not include "an assessment which does not exceed an assessment formula or range of assessments...previously adopted by the agency or approved by the voters in the area where the assessment is imposed." This definition of an increased assessment was later confirmed by Senate Bill 919 (the Implementing Legislation for Proposition 218). The following describes the assessment adjustment formula to be applied within LLMD 2019-01:

The maximum assessment amount allowed for each fiscal year may be increased in an amount equal to the greater of: (1) two percent (2.0%), or (2) the percentage increase of the Local Consumer Price Index (CPI). The Consumer Price Index to be applied is for the West Region for All Urban Consumers, as developed by U.S. Bureau of Labor Statistics.

Each fiscal year the City shall compute the percentage difference between the CPI on January 1, and the CPI for the previous January 1, or a similar 12-month time period. This percentage difference shall then establish the range of increased assessments allowed based on CPI. Should the Bureau of Labor Statistics revise such

index or discontinue the preparation of such index, the City shall use the revised index or comparable system as approved by the City Council for determining fluctuations in the cost of living.

In the event that the City Council determines that the maximum inflation adjustment allowed to the assessments is not required for a given fiscal year, the City Council may adopt an assessment less than the allowable maximum assessment for that year. If the budget and assessments for the LLMD or any Zone requires an increase greater than the adjustment set forth in the formula in order to maintain solvency and cash flow within the LLMD or Zone, the proposed larger increase could be implemented but would be subject to majority protest by the property owners subject to the increased assessment.

3.6 LLMD Budget for Maintenance and Operations

The following tables provide summaries of the Landscape and Lighting Maintenance Operation budgets for LLMD 2019-01. These tables identify the costs and assessment rates applied to each Assessment Unit within the initial single Zone that will be necessary to cover the costs and expenses of operating and maintaining the improvements that provide special benefits to properties within LLMD 2019-01.

The improvements within LLMD 2019-01 are either not yet completed by the developer or have not been accepted and dedicated to the City; however, this is expected to occur this year. Therefore, the costs and assessment remain the same for this fiscal year as they did for the initial fiscal year (Fiscal Year 2019/2020).

Table 3-1 presents the budget for landscape maintenance over the first year of operation.

Table 3-1 Landscape Maintenance Budget

Direct Costs	
Contract Landscape Maintenance	\$ 18,326
City Water	\$ 500
City Labor (Streets)	\$ 912
Maintain Park Appertenances	\$ 900
Administration Costs	
City Cost Allocation	\$ 1,000
Balance to Levy	\$ 21,638
Calculation of Assessments	
Number of Parcels Assessed	85
Total Equivalent Benefit Units	85
Levy per AU	\$ 254.56
Maximum Levy per AU, 2020/2021	\$ 254.56

Table 3-2, on the following page, presents the budget for lighting maintenance and operation over the first year of operation.

Table 3-2 Lighting Maintenance Budget

Direct Costs	
Park Light Electricity	\$ 30
Park Light Maintenance	\$ 100
Balance to Levy	\$ 130
Calculation of Assessments	
Number of Parcels Assessed	85
Total Equivalent Benefit Units	85
Levy per AU	\$ 1.53
Maximum Levy per AU, 2020/2021	\$ 1.53

Appendix A

Assessment Diagram

The attached Assessment Diagram shows the boundary of LLMD 2019-01 and all of the parcels included within that boundary. All of the residential parcels are included on the Assessment Roll, which appears as Appendix B. The non-residential and public benefit parcels are not included in the allocation of LLMD costs.



LANDSCAPE MAINTENANCE AREA

XX LOT NUMBER
XX STREET NUMBER



CITY OF MENDOTA
LANDSCAPE & LIGHTING MAINTENANCE DISTRICT 2019-01
APPENDIX A-ASSESSMENT DIAGRAM

DESIGN ENGINEER:
DATE: 03/2019
JOB NO:
SHEET OF

Appendix B

LLMD 2019-01 Assessment Roll

An Assessment Roll (a listing of all parcels assessed within LLMD 2019-01 and the amount of their assessment) has been filed with the City Clerk and is, by reference, made part of this Report. The assessment roll will be available for public inspection in the City Clerk's Office during normal City of Mendota office hours.

The Assessment Roll reflects all properties currently identified within LLMD 2019-01 and their proposed assessment amount(s) for this fiscal year. Each lot or parcel listed on the assessment roll is or will be shown and illustrated on the County Assessor's Roll and has been or will be assigned a County Assessor's Parcel Number. These records are, by reference, made part of this Report and shall govern for all details concerning the description of the lots or parcels. All assessments presented on the assessment roll are subject to change as a result of parcel changes made by the County including parcel splits, parcel merges or development changes that occur prior to the County securing the roll and generating tax bills for this fiscal year.

City of Mendota
Landscape & Lighting Maintenance District No. 2019-01

Benefit Zone 01 -- Tract 6218

Assessment Roll -- Fiscal Year 2021/2022

Total Amount to be Assessed:		Landscape:	\$	21,638.00
		Lighting:	\$	130.00
		Total Levy:	\$	21,768.00

Tract 6218					Fiscal Year Levy		
Lot No.	APN	Address	Assigned AU	Landscape	Lighting	Total	
1	013 - 442 - 01	107 Ramirez Ave	1.0	\$ 254.56	\$ 1.53	\$	256.09
2	013 - 442 - 02	105 Ramirez Ave	1.0	\$ 254.56	\$ 1.53	\$	256.09
3	013 - 442 - 03	103 Ramirez Ave	1.0	\$ 254.56	\$ 1.53	\$	256.09
4	013 - 442 - 04	101 Ramirez Ave	1.0	\$ 254.56	\$ 1.53	\$	256.09
5	013 - 442 - 05	200 Lua Ave	1.0	\$ 254.56	\$ 1.53	\$	256.09
6	013 - 442 - 06	202 Lua Ave	1.0	\$ 254.56	\$ 1.53	\$	256.09
7	013 - 442 - 07	204 Lua Ave	1.0	\$ 254.56	\$ 1.53	\$	256.09
8	013 - 442 - 08	206 Lua Ave	1.0	\$ 254.56	\$ 1.53	\$	256.09
9	013 - 442 - 09	208 Lua Ave	1.0	\$ 254.56	\$ 1.53	\$	256.09
10	013 - 442 - 10	210 Lua Ave	1.0	\$ 254.56	\$ 1.53	\$	256.09
11	013 - 442 - 11	212 Lua Ave	1.0	\$ 254.56	\$ 1.53	\$	256.09
12	013 - 442 - 12	214 Lua Ave	1.0	\$ 254.56	\$ 1.53	\$	256.09
14	013 - 442 - 13	216 Lua Ave	1.0	\$ 254.56	\$ 1.53	\$	256.09
15	013 - 442 - 14	218 Lua Ave	1.0	\$ 254.56	\$ 1.53	\$	256.09
16	013 - 452 - 01	220 Lua Ave	1.0	\$ 254.56	\$ 1.53	\$	256.09
17	013 - 452 - 02	222 Lua Ave	1.0	\$ 254.56	\$ 1.53	\$	256.09
18	013 - 452 - 03	224 Lua Ave	1.0	\$ 254.56	\$ 1.53	\$	256.09
19	013 - 452 - 04	226 Lua Ave	1.0	\$ 254.56	\$ 1.53	\$	256.09
20	013 - 452 - 05	228 Lua Ave	1.0	\$ 254.56	\$ 1.53	\$	256.09
21	013 - 452 - 06	230 Lua Ave	1.0	\$ 254.56	\$ 1.53	\$	256.09
22	013 - 452 - 07	232 Lua Ave	1.0	\$ 254.56	\$ 1.53	\$	256.09
23	013 - 452 - 08	234 Lua Ave	1.0	\$ 254.56	\$ 1.53	\$	256.09
24	013 - 452 - 09	236 Lua Ave	1.0	\$ 254.56	\$ 1.53	\$	256.09
25	013 - 452 - 10	238 Lua Ave	1.0	\$ 254.56	\$ 1.53	\$	256.09
26	013 - 452 - 11	240 Lua Ave	1.0	\$ 254.56	\$ 1.53	\$	256.09
27	013 - 452 - 12	400 Mendoza Court	1.0	\$ 254.56	\$ 1.53	\$	256.09
28	013 - 452 - 13	402 Mendoza Court	1.0	\$ 254.56	\$ 1.53	\$	256.09
29	013 - 452 - 14	404 Mendoza Court	1.0	\$ 254.56	\$ 1.53	\$	256.09
30	013 - 452 - 15	406 Mendoza Court	1.0	\$ 254.56	\$ 1.53	\$	256.09
31	013 - 452 - 16	408 Mendoza Court	1.0	\$ 254.56	\$ 1.53	\$	256.09
32	013 - 452 - 17	410 Mendoza Court	1.0	\$ 254.56	\$ 1.53	\$	256.09
33	013 - 452 - 18	412 Mendoza Court	1.0	\$ 254.56	\$ 1.53	\$	256.09
34	013 - 452 - 19	414 Mendoza Court	1.0	\$ 254.56	\$ 1.53	\$	256.09
35	013 - 452 - 20	416 Mendoza Court	1.0	\$ 254.56	\$ 1.53	\$	256.09
36	013 - 441 - 01	419 Mendoza Court	1.0	\$ 254.56	\$ 1.53	\$	256.09
37	013 - 441 - 02	417 Mendoza Court	1.0	\$ 254.56	\$ 1.53	\$	256.09
38	013 - 441 - 03	415 Mendoza Court	1.0	\$ 254.56	\$ 1.53	\$	256.09
39	013 - 441 - 04	413 Mendoza Court	1.0	\$ 254.56	\$ 1.53	\$	256.09
40	013 - 441 - 05	411 Mendoza Court	1.0	\$ 254.56	\$ 1.53	\$	256.09
41	013 - 441 - 06	409 Mendoza Court	1.0	\$ 254.56	\$ 1.53	\$	256.09
42	013 - 441 - 07	407 Mendoza Court	1.0	\$ 254.56	\$ 1.53	\$	256.09
43	013 - 451 - 01	405 Mendoza Court	1.0	\$ 254.56	\$ 1.53	\$	256.09
44	013 - 451 - 02	403 Mendoza Court	1.0	\$ 254.56	\$ 1.53	\$	256.09
45	013 - 451 - 03	401 Mendoza Court	1.0	\$ 254.56	\$ 1.53	\$	256.09
46	013 - 451 - 04	330 Rosales Lane	1.0	\$ 254.56	\$ 1.53	\$	256.09

**City of Mendota
Landscape & Lighting Maintenance District No. 2019-01**

Benefit Zone 01 -- Tract 6218

Assessment Roll -- Fiscal Year 2021/2022

Total Amount to be Assessed:	Landscape:	\$	21,638.00
	Lighting:	\$	130.00
	Total Levy:	\$	21,768.00

Tract 6218					Fiscal Year Levy		
Lot No.	APN	Address	Assigned AU	Landscape	Lighting	Total	
47	013 - 451 - 05	332 Rosales Lane	1.0	\$ 254.56	\$ 1.53	\$ 256.09	
48	013 - 451 - 06	334 Rosales Lane	1.0	\$ 254.56	\$ 1.53	\$ 256.09	
49	013 - 441 - 08	336 Rosales Lane	1.0	\$ 254.56	\$ 1.53	\$ 256.09	
50	013 - 441 - 09	338 Rosales Lane	1.0	\$ 254.56	\$ 1.53	\$ 256.09	
51	013 - 441 - 10	340 Rosales Lane	1.0	\$ 254.56	\$ 1.53	\$ 256.09	
52	013 - 441 - 11	342 Rosales Lane	1.0	\$ 254.56	\$ 1.53	\$ 256.09	
53	013 - 441 - 12	344 Rosales Lane	1.0	\$ 254.56	\$ 1.53	\$ 256.09	
54	013 - 441 - 13	346 Rosales Lane	1.0	\$ 254.56	\$ 1.53	\$ 256.09	
55	013 - 441 - 14	348 Rosales Lane	1.0	\$ 254.56	\$ 1.53	\$ 256.09	
56	013 - 441 - 15	350 Rosales Lane	1.0	\$ 254.56	\$ 1.53	\$ 256.09	
57	013 - 441 - 16	129 Ramirez Ave	1.0	\$ 254.56	\$ 1.53	\$ 256.09	
58	013 - 441 - 17	127 Ramirez Ave	1.0	\$ 254.56	\$ 1.53	\$ 256.09	
59	013 - 441 - 18	125 Ramirez Ave	1.0	\$ 254.56	\$ 1.53	\$ 256.09	
60	013 - 441 - 19	123 Ramirez Ave	1.0	\$ 254.56	\$ 1.53	\$ 256.09	
61	013 - 441 - 20	121 Ramirez Ave	1.0	\$ 254.56	\$ 1.53	\$ 256.09	
62	013 - 441 - 21	119 Ramirez Ave	1.0	\$ 254.56	\$ 1.53	\$ 256.09	
63	013 - 441 - 22	117 Ramirez Ave	1.0	\$ 254.56	\$ 1.53	\$ 256.09	
64	013 - 441 - 23	115 Ramirez Ave	1.0	\$ 254.56	\$ 1.53	\$ 256.09	
65	013 - 441 - 24	113 Ramirez Ave	1.0	\$ 254.56	\$ 1.53	\$ 256.09	
66	013 - 441 - 25	111 Ramirez Ave	1.0	\$ 254.56	\$ 1.53	\$ 256.09	
67	013 - 441 - 26	109 Ramirez Ave	1.0	\$ 254.56	\$ 1.53	\$ 256.09	
68	013 - 443 - 19	108 Ramirez Ave	1.0	\$ 254.56	\$ 1.53	\$ 256.09	
69	013 - 443 - 18	110 Ramirez Ave	1.0	\$ 254.56	\$ 1.53	\$ 256.09	
70	013 - 443 - 17	112 Ramirez Ave	1.0	\$ 254.56	\$ 1.53	\$ 256.09	
71	013 - 443 - 16	114 Ramirez Ave	1.0	\$ 254.56	\$ 1.53	\$ 256.09	
72	013 - 443 - 15	116 Ramirez Ave	1.0	\$ 254.56	\$ 1.53	\$ 256.09	
73	013 - 443 - 14	118 Ramirez Ave	1.0	\$ 254.56	\$ 1.53	\$ 256.09	
74	013 - 443 - 13	343 Rosales Lane	1.0	\$ 254.56	\$ 1.53	\$ 256.09	
75	013 - 443 - 12	341 Rosales Lane	1.0	\$ 254.56	\$ 1.53	\$ 256.09	
76	013 - 443 - 11	339 Rosales Lane	1.0	\$ 254.56	\$ 1.53	\$ 256.09	
77	013 - 443 - 10	337 Rosales Lane	1.0	\$ 254.56	\$ 1.53	\$ 256.09	
78	013 - 443 - 09	335 Rosales Lane	1.0	\$ 254.56	\$ 1.53	\$ 256.09	
79	013 - 443 - 08	333 Rosales Lane	1.0	\$ 254.56	\$ 1.53	\$ 256.09	
80	013 - 443 - 07	331 Rosales Lane	1.0	\$ 254.56	\$ 1.53	\$ 256.09	
81	013 - 443 - 06	225 Lua Ave	1.0	\$ 254.56	\$ 1.53	\$ 256.09	
82	013 - 443 - 05	223 Lua Ave	1.0	\$ 254.56	\$ 1.53	\$ 256.09	
83	013 - 443 - 04	221 Lua Ave	1.0	\$ 254.56	\$ 1.53	\$ 256.09	
84	013 - 443 - 03	219 Lua Ave	1.0	\$ 254.56	\$ 1.53	\$ 256.09	
85	013 - 443 - 02	217 Lua Ave	1.0	\$ 254.56	\$ 1.53	\$ 256.09	
86	013 - 443 - 01	215 Lua Ave	1.0	\$ 254.56	\$ 1.53	\$ 256.09	
Total Levy:				\$ 21,638.00	\$ 130.00	\$ 21,768.00	

AGENDA ITEM – STAFF REPORT

TO: HONORABLE MAYOR AND COUNCILMEMBERS
FROM: NANCY M. DIAZ, FINANCE OFFICER
VIA: CRISTIAN GONZALEZ, CITY MANAGER
SUBJECT: GRANTS UPDATE
DATE: APRIL 13, 2021

GRANTS UPDATE

- County of Fresno, Urban Community Development Block Grant (CDBG) Program – Staff contacted County of Fresno (County) to get an update on our requested budget to include funding from 2019-2020 and 2020-2021 and they are still in the reviewing process. Our allocation is more than expected but we do not have the exact amount available. Staff is also working with the County to possibly use allocations not being utilized by other participating cities in order to complete the Rojas-Pierce Park Expansion Project.
- County of Fresno, Urban Community Development Block Grant Program for Eligible Activities to Support Coronavirus and Other Infectious Disease Response – Staff received final approval to implement the “Mendota Internet Connectivity, Project No. 19741-CV” (MIC). Staff is working with California State University, Fresno’s Office of Community and Economic Development.
- FEMA-4482-DR-CA California Covid-19 Pandemic – Staff is in the process of submitting for reimbursement.
- Statewide Park Development and Community Revitalization Program (SPP) – Staff submitted an application for a new community center, outdoor fitness court and inclusive playground to be located at the Rojas-Pierce Park on Friday, March 12, 2021.
- Wonderful Community Grants – We received a total of (172) applications. After a final review of eligibility, (81) applications are complete. We will be having a lottery to issue (25) awards on Thursday, April 8th through the website, “PickerWheel.com”.
- Urban Flood Protection Grant Program – Staff had a virtual field inspection on March 24, 2021. This grant funding, if awarded will be provided through Proposition 68. There is no match requirement. This project is the same concept as the Stormwater Improvement Project which has already been awarded. This funding is a better option for the City since there is no match.
- Stormwater Improvement Project – The Stormwater Improvement Project has been awarded funding through Prop. 1. This project does have a 5% match. Staff is still working through the process since we are currently going through the competitive process for the Urban Flood Protection Grant Program.
- Good Neighbor Citizenship Company Grants – Staff applied for a grant with State Farm for a \$198,825.00 “pocket park” on the corner of Bass Avenue and I Street. However, on March 31, 2021, Staff received an email we did not receive funding. Staff will revisit guidelines and approved projects to understand what types of projects they are considering funding through their philanthropic budget.

- Proposition 64 Public Health and Safety Grant Program – The City has partnered with City of Fresno, The Boys & Girls Club of Fresno County and Fresno Economic Opportunities Commission for the grant proposal submitted to Board of State and Community Corrections (BSCC) on January 29, 2021. The City of Fresno will be the lead applicant. The City's budget proposal was for \$452,509.75 to include (2) Community Resource Officers, (2) Administrative Assistants, (1) K-9, (1) car, and other costs (training, equipment, professional services) Grant period is May 1, 2021 to April 30, 2024. Desiree Perry, Grants Manager with the Fresno Police Department emailed staff that a final vote will take place on April 8th.
- Floodplain Management Services (FPMS) – Staff has been in discussion with the US Army Corps of Engineers regarding flooding issues in the City. There is a program called Floodplain Management Services that can provide technical services that are 100% federally funded. Under this program, we would be able to have floodplain maps and recommendations on how to reduce the flood risk in Mendota. The US Army Corps of Engineers will be planning a site visit at the end of April or beginning of May for an assessment.
- Creek Fire – The Mendota Police Department responded to Lt. Curtice's request for assistance with the Creek Fires that took place in September 2020. The Fresno County Sheriff's Office as received funding through FEMA to reimburse expenditures due to the Creek Fire. Staff has submitted a reimbursement request for \$1,949.13 for overtime.

Attachments:

Grants Spreadsheet

**CITY OF MENDOTA
Grant Report
Apr-21**

Grant Name	Application Due Date	Award Date	Agency: Federal/State/County/ Private	Pass-thru	Matching	Award Amount	Purpose of Grant	Notes	Comments by Council or Staff
New Alternative Fuel Vehicle Purchase	TBD	TBD	Local	N	N	Up to \$20,000 per vehicle	Purchase (2) electric "Zero" motorcycles for the Police Department and (3) vehicles for Public Works & Public Utilities		
Statewide Park Development and Community Revitalization Program (SPP)	3/12/2021	August/September	State	N	N	Maximum \$8,500,000	1) Community Center - Rojas-Pierce Park; 2) Fitness Court - Veterans Park; 3) Renovation - Pool Park		
Proposition 64 Public Health and Safety Grant Program	1/29/2021	5/1/2021	State	N	N	\$452,509.75	(2) Community Resource Officers, (2) Administrative Assistants, (1) K-9, (1) vehicle	Partnership with City of Fresno (Lead Applicant), Fresno EOC, The Boys & Girls Clubs of Fresno County	
Good Neighbor Citizenship Company Grants	10/31/2020	4/30/2021	Private	N	N	\$ 198,825.00	Pocket Park at Bass Avenue and I Street		
CARES County of Fresno	10/1/2020	12/31/2020	County	N	N	\$ 229,732.87	COVID-19 relief funds: Non-profit organizations: Message Trailers: Overtime		
Coronavirus Relief Funds (CRF)	10/1/2020	TBD	State	N	N	\$ 154,512.00	Expenditures incurred for COVID-19 - Use funds for Police Department MDT's		
FEMA-4482-DR-CA	TBD	TBD	State	N	Y	TBD	Expenditures incurred for COVID-19	25% match	
CDGB -Coronavirus and Other	TBD	7/1/2020	County	N	N	\$ 104,796.00	Fire Department Equipment & Broadband Assistance for Mendota Residents		
Wonderful Community Grants	8/31/2020	9/15/2020	Private	N	N	\$ 50,000.00	COVID-19 relief funds	Mendota Community Corporation Administering	
Tobacco Grant Program	8/7/2020	TBD	State	N	N	TBD	Add new tobacco language to our municipal code for enforcement; overtime for educational awareness to local vendors.		
Urban Community Development Block	7/31/2020	7/1/2021	County	N	N	\$ 150,000.00	Phase III Rojas-Pierce Park Expansion Project		
California Aid to Airports Program	7/9/2020	3/31/2021	State	N	N	\$ 10,000.00	Annual credit grant to fund operational costs at the airport		
Community Facilities Grant	7/1/2020	8/1/2020	Federal	N	Y	\$ 50,000.00	Purchase (2) Police Ford Explorers, upfit and equipment. This grant is in conjunction with the New Alternative Fuel Vehicle Purchase Grant.	USDA	
New Alternative Fuel Vehicle Purchase	6/22/2020	10/31/2020	Local	N	N	Up to \$20,000 per vehicle	Purchase (1) Police Ford Explorer and (1) Ford F-250 Truck		
CARES Act Airport Grant	6/18/2020	TBD	Federal	N	N	\$ 1,000.00	Reimburse operational and maintenance expenses or debt service payments for the William Robert Johnston Municipal Airport		
Urban Flood Protection Grant Program	6/15/2020	TBD	State	N	N	\$ 4,500,000.00	Removal and replacement of undersized and critically damaged storm drain from 8th Street southeasterly past 10th Street to an existing ditch.		
COPS Hiring Program	3/11/2020	10/1/2020	Federal	N	Y	\$ 125,000.00	Hire (1) Full-time Police Officer for 3 years.	25% match	
Office of Traffic Safety Grants	1/30/2020	10/1/2020	State	N	N	\$ 81,527.00	DUI Saturations, Traffic Enforcements, Car Seat Installation/Giveaway Event, Emergency Medical Services for the Fire Department	We received 2/3 grants applied. Car Seat Installation was not approved.	
Fresno COG 2019-2020 CMAQ	1/1/2020	5/1/2020	Federal	Y	Y	\$ 458,304.00	Alley Paving Project for 7U & 7U1 (near Unida/Belmont/Derrick) and about 1/3 of the alleys on the eastside.	11.47% match	
SB 2 Planning Grant Program	12/20/2019	6/1/2020	State	N	N	up to \$160,000	Update planning documents and processes of housing approvals/production		
New Alternative Fuel Vehicle Purchase	12/20/2019	6/1/2020	Local	N	N	Up to \$20,000 per vehicle	Purchase (1) Public Works/Utilities Trades Vehicle & (2) Police Explorers Interceptors Vehicles	(2) Police Explorers Vehicles to be paid with funding from USDA	
Beverage Container Recycling City/County Payment Program	12/17/2019	2/28/2020	State	N	N	\$ 5,000.00	Billboard Advertisement and Radio Advertisement to promote beverage container recycling.	If you don't expend the full \$5,000.00, you must repay CalRecycle.	
Automatic Meter Read Construction		10/21/2019	State	N	Y	\$ 3,074,561.00	Install City-wide Automatic Meter Reading Meters	Grant Component \$2,724,912.00	
Access to Historical Records: Archival Projects	10/3/2019	7/1/2020	Federal	N	Y	\$ 95,907.00	Digitize public records and make freely available online.		
National Fitness Campaign 2020	8/1/2019	10/1/2020	Private	N	Y	\$ 30,000.00	Outdoor Fitness Court	If the City wishes to pursue this grant, we would need to match \$100,000.00.	
Urban Community Development Block	7/31/2019	7/1/2020	County	N	N	\$ 150,000.00	Phase II Rojas-Pierce Park Expansion Project		
California Aid to Airports Program	7/31/2019	10/31/2019	State	N	N	\$ 10,000.00	Annual credit grant to fund operational costs at the airport		
Urban County Per Capita Grant Program	6/3/2019	2020	State	N	N	\$ 6,969.92	Rojas-Pierce Park Expansion	One-time basis	
Per Capita Grant Program	6/3/2019	2020	State	N	N	\$ 177,952.00	Rojas-Pierce Park Expansion	One-time basis	

Key: Applied for Grants

In process
Approved
Denied
Closed

Memorandum

To: City Council via Cristian Gonzalez, City Manager

From: Michael Osborn, City Engineer

Subject: City Engineer's Report to City Council

Date: April 8, 2021

Engineering Projects:

1. Rojas Pierce Park:
 - *Working with staff for funding for next Phase & sponsorship opportunities*
2. Bass & Barboza Roundabout:
 - *Project is completed; working with Caltrans for fund reimbursement*
3. Mowry Bridge Replacement Project (MBRP):
 - *New piles are in, new pier caps and abutments to be placed this month*
 - *Completion in July 2021*
4. Well 10 and Water Main Relocation
 - *On hold; working with USBR and BB Limited to reduce costs*
5. Mendota Meter Reading Project
 - *Preparing construction documents*
 - *Construction to start in summer 2021*
6. Citywide RRXG Improvements:
 - *Beginning coordination with Railroad*
7. MJHS Safe Routes to School Project:
 - *ATP funds authorized; RFP for design services to be issued this month*
8. Safe Routes to School Master Plan
 - *ATP funds authorized; RFP for report preparation this month*
9. WWTP Ponds 1 & 6
 - *Preparing pond completion report to bring on-line*
10. 2021 Alley Paving Project
 - *Preparing construction documents to pave 3,000 linear feet of alleys*
 - *Alleys to be included are between Belmont & Unida and 3 of the 5 alleys between Marie & Lolita*
 - *Construction to start in early Summer 2021 with \$483,000 of CMAQ funding*

Planning/Development Projects

1. Rojas Pierce Park Annexation
 - *Working with LAFCo and WWD to complete process*
 - *Staff is reviewing GSPs to ensure that the City can comply with WWD requests*
2. CES Mendota
 - *Working with applicant to address potential noise concerns*
3. Axiom/Valley Ag Holdings
 - *Reviewing project improvement plans*

4. Element 7
 - *Scheduled for Planning Commission on April 20th*
5. Left Mendota II
 - *Revising conditional use permit and development agreement to add 13 acres of outdoor cultivation to existing Left Mendota I project (former Cannahub)*
 - *Received conditional finding of conformity from the Airport Land Use Commission*
 - *Preparing to finalize and circulate CEQA document*
6. Gonzalez Towing Shop Buildings
 - *Putting together approval letter for issuance week of April 12th*
7. Regional Housing Needs Allocation
 - *Participating in Fresno COG meetings regarding the initial steps of the 6th Cycle Housing Element preparation*

Grant Applications:

1. Mendota Stormwater Improvement Project
 - *EOPCC \$4.2 million*
 - *Prop 68 Urban Flood Protection Grant Program*
 - *Virtual site visit was held on 3/26; Award announcement in June 2021*
 - *Prop 1 Storm Water Grant Program, Round 2*
 - *\$3,822,800 awarded for this project; preparing supplemental info*
2. Caltrans Sustainable Transportation Planning Grant
 - *Submitted application for funds to prepare Derrick & Oller Corridor Enhancement Plan to improve safety and circulation in these two major corridors*

On-going (this month):

1. Representation of the City at FCOG TTC meetings
2. Representation of the City and westside cities at FCOG RTP/SCS roundtable
3. Seeking funding opportunity for lighting study and improvements

Overall P&P Staff engaged (month of February):

- Engineers: 4
- Planners: 5
- Surveyors: 4
- Environmental Specialist: 0
- GIS/CAD Specialists: 3
- Construction Manager: 0
- Project Administrator: 3

Abbreviations:

EOPCC – Engineer's Opinion of Probable Construction Cost
NTP – Notice to Proceed
CUCCAC – California Uniform Construction Cost Accounting Commission
STBG – Surface Transportation Block Grant
CMAQ – Congestion Mitigation and Air Quality (grant)
ATP – Active Transportation Plan (grant)
RFP – Request for Proposal

RFA- Request for Authorization (for grant funding)
FCOG – Fresno Council of Governments
ADA – Americans with Disabilities Act
DBE – Disadvantaged Business Enterprise
TTC – Technical Transportation Committee (through FCOG)
RTP/SCS – Regional Transportation Plan, Sustainable Communities Strategies