



CITY OF MENDOTA

"Cantaloupe Center Of The World"

ROLANDO CASTRO
Mayor
VICTOR MARTINEZ
Mayor Pro Tempore
JESSE MENDOZA
OSCAR ROSALES
ROBERT SILVA

AGENDA
MENDOTA CITY COUNCIL
Regular City Council Meeting
CITY COUNCIL CHAMBERS
643 QUINCE STREET
September 26, 2017
6:00 PM

VINCE DiMAGGIO
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.

CALL TO ORDER

ROLL CALL

FLAG SALUTE

INVOCATION

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 City Clerk prior to the start of the meeting. All speakers shall observe proper decorum. The Mendota Municipal Code prohibits the use of boisterous, slanderous, or profane language. All speakers must step to the podium, state their names and addresses for the record. Please watch the time.

APPROVAL OF MINUTES AND NOTICE OF WAIVING OF READING

1. Minutes of the regular City Council meeting of September 12, 2017.
2. Notice of waiving of the reading of all resolutions and/or ordinances introduced and/or adopted under this agenda.

CONSENT CALENDAR

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

1. SEPTEMBER 08, 2017 THROUGH SEPTEMBER 20, 2017
WARRANT LIST CHECKS NO. 042994 THRU 043056
TOTAL FOR COUNCIL APPROVAL = \$342,537.52
2. Proposed adoption of **Resolution No. 17-54**, confirming the results of the election returns for the Special Vote-By-Mail Election held on August 29, 2017.
3. Council approval of a retention agreement to retain bond counsel for the loan portion of the automated meter reader project.

BUSINESS

1. Appointment of Mendota residents to the Mendota Planning Commission.
 - a. *Receive report from Economic Development Manager Flood*
 - b. *Inquiries from Council to staff*
 - c. *Mayor opens floor to receive any comment from the public*
 - d. *Mayoral appointment of a resident to serve as a regular commissioner, with Council motion of approval*
 - e. *Council appointment of a resident to serve as an alternate commissioner*
2. Council discussion and consideration on establishing a sub-committee for participation in the development agreement negotiation process for cannabis cultivation businesses.
 - a. *Receive report from City Manager DiMaggio*
 - b. *Inquiries from Council to staff*
 - c. *Mayor opens floor to receive any comment from the public*
 - d. *Council take action as appropriate*
3. Receive report on administrative austerity measures under consideration for the remainder of the fiscal year.
 - a. *Receive report from City Manager DiMaggio*
 - b. *Inquiries from Council to staff*
 - c. *Mayor opens floor to receive any comment from the public*

DEPARTMENT REPORTS AND INFORMATIONAL ITEMS

- 1. Administrative Services
 - a) Monthly Report
- 2. Public Works
 - a) Monthly Report
- 3. City Attorney
 - a) Update
- 4. City Manager

MAYOR AND COUNCIL REPORTS AND INFORMATIONAL ITEMS

- 1. Council Member(s)
- 2. Mayor

CLOSED SESSION

- 1. CONFERENCE WITH REAL PROPERTY NEGOTIATORS
CA Government Code § 54956.8
Property: Approximately 2,000 acres within Westlands Water District in the County of Fresno located south of the Ashlan Avenue alignment, west of Dos Palos Road/State Highway 33 (Derrick Avenue), north of Belmont Avenue, and east of Douglas Avenue
Agency Negotiator: Vince DiMaggio, City of Mendota
Negotiating Parties: Westlands Water District

ADJOURNMENT

CERTIFICATION OF POSTING

I, Celeste Cabrera, Deputy City Clerk of the City of Mendota, do hereby declare that the foregoing agenda for the Mendota City Council Regular Meeting of September 26, 2017, was posted on the outside bulletin board located at City Hall, 643 Quince Street Friday, September 22, 2017 at 4:05 p.m.



Celeste Cabrera, Deputy City Clerk



MINUTES OF MENDOTA REGULAR CITY COUNCIL MEETING

Regular Meeting

September 12, 2017

Meeting called to order by Mayor Castro at 6:00 p.m.

Roll Call

Council Members Present: Mayor Rolando Castro, Mayor Pro Tem Victor Martinez, Councilors Jesse Mendoza, Oscar Rosales, and Robert Silva.

Council Members Absent: None.

Flag salute led by Mayor Castro.

Invocation led by Pastor John Flores from Rivers of Living Waters Christian Church.

FINALIZE THE AGENDA

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

City Manager DiMaggio requested that item #3 of the Consent Calendar be tabled for further legal analysis.

A motion was made by Mayor Pro Tem Martinez to adopt the agenda as requested by staff, seconded by Councilor Rosales; unanimously approved (5 ayes).

CITIZENS ORAL AND WRITTEN PRESENTATIONS

Joe Gil Gomez (2033 7th Street) – commented on the Flag Salute, and stated that there was a property that had overgrown weeds and was not abated.

Kevin Romero (160 Tuft Street) – provided an update on Mendota High School Aztec Football.

APPROVAL OF MINUTES AND NOTICE OF WAIVING OF READING

1. Minutes of the regular City Council meeting of August 22, 2017 and the special City Council meeting of August 29, 2017.
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 Silva to approve items 1 and 2, seconded by Councilor Rosales; unanimously approved (5 ayes).

CONSENT CALENDAR

1. AUGUST 22, 2017 THROUGH SEPTEMBER 07, 2017
WARRANT LIST CHECKS NO. 042923 THRU 042993
TOTAL FOR COUNCIL APPROVAL = \$353,033.70
2. Proposed approval of **Proclamation No. 17-03**, declaring October 15-21, 2017 as “Freedom from Workplace Bullies Week”.
3. *Proposed adoption of **Resolution No. 17-53**, approving to donate the rental fee received from the circus to the Mendota Community Corporation. [Removed from the agenda]*

A motion was made by Councilor Silva to adopt items 1 and 2 of the Consent Calendar, seconded by Councilor Mayor Pro Tem Martinez; unanimously approved (5 ayes).

BUSINESS

1. Proposed adoption **Ordinance No. 17-13**, amending Title 17 of the Mendota Municipal Code creating a Commercial Marijuana Overlay District and amending Chapter 8.36 for consistency therewith.

Mayor Castro introduced the item and City Manager reported that this was the second reading of the ordinance, and stated that he would address any inquiries from the Council.

Discussion was held on who is involved in creating the development agreement with potential applicants; the role of the Council in developing the agreement; the possibility of having a sub-committee for development agreement negotiations; the fee structure included in the ordinance; how the city will receive payments; the amount of water that the developments in the overlay district will use; the possibility of selling effluent to developers; the ordinance not permitting dispensaries; the possibility of amending the

fee structure in the future; and the type of issues that can be addressed in development agreements.

Lupe Flores (615 J Street) – asked the Council to think about how they want the community to remember them; explained that the commercial cultivation of cannabis could lead to other detrimental problems; provided information on the negative impacts of marijuana usage; stated that the Council should look for other sources of revenue; and affirmed that she is against the adoption of the ordinance.

Libertad Lopez (431 Lolita Street) – spoke on the economic development that the city has made in recent years; the success of students that graduate from the Mendota Unified School District; and requested that the Council consider the negative impacts that the passage of the ordinance will have instead of the positive impacts.

John Flores (615 J Street) – stated that Councilors need to respect the community members they serve; stated that the council has the power to limit alcohol in the community through the denial of liquor licenses; and requested that the city look for other sources of revenue.

Discussion was held on the failure of both tax measures; the impact of alcoholism in the community; the impact that the failure of both measures will have on the community; and the impacts that the passage of the ordinance will have on the City.

Oscar Guevara (256 Santa Cruz Street) – asked about the financial status of the City; the negative impact that the passage of the ordinance will have; and requested that the city look for other sources of revenue.

John Flores (615 J Street) – stated that the City could have improved the results of the special election.

Jose Gutierrez (487 Perez Street) – spoke in favor of the ordinance; summarized the proposed types of regulations that these businesses will have; and stated that the additional revenue will benefit the City.

Discussion was held on the initial opinion of the Council on the issue, and the misconception of the issue.

A motion was made by Councilor Silva to adopt Ordinance No. 17-13, seconded by Councilor Mendoza; approved (3 ayes, No: Castro and Martinez).

DEPARTMENT REPORTS AND INFORMATIONAL ITEMS

1. Police Department & Code Enforcement
 - a) Monthly Report

Chief of Police Andreotti summarized the Code Enforcement report including that Code

Enforcement Officer Coronado would return to work soon; stated that 585 Stamoules had been abated; and reported on significant cases.

Discussion was held on the problem of alcoholism in the community.

Chief of Police Andreotti summarized the Police Department report including a personnel update; stated that national night out was a success; and reported on significant cases.

Discussion was held on the abatement of 585 Stamoules Street.

2. Economic Development
a) Monthly Report

Economic Development Manager Flood reported that he was speaking to individuals to bring a bank and pharmacy to the City; that he was working to bring additional housing to the City; he recently attended an economic development event; stated that a truck driving training will be held in the near future; and explained that he is working with the New Mendota Chamber of Commerce to hold the Mendota Business Summit this year.

Discussion was held on future charitable softball games, and the amount of businesses that have benefited from the Economic Incentive Zone.

3. City Attorney
a) Update

Nothing to report.

Discussion was held on the status of the Quince Street reconstruction project issues.

3. City Manager

City Manager DiMaggio reported that he received an email from the Department of Justice regarding consequences for sanctuary city declaration; provided an update on SB 54; stated that he will be providing a budget analysis at the September 26th City Council meeting; stated that he will be attending the State of the County address; and inquired on the placing an item on the September 26th agenda to form a sub-committee for the Cannabis Overlay District Development Agreement Negotiations.

Discussion was held on whether the City will face any federal consequences due to the approval of the Cannabis Overlay District; the work that the grant writers do; project updates; and why it is recommended that Council Member not apply to the Fresno County First 5 Commission.

MAYOR AND COUNCIL REPORTS AND INFORMATIONAL ITEMS

1. Council Member(s)

Councilor Silva requested that a resolution opposing DACA elimination be added to the September 26th agenda.

Mayor Pro Tem Martinez stated that it was brought to his attention that the soccer goals at the McCabe Elementary were removed and inquired on whether there was anything the City could do.

Councilor Rosales thanked the members of the public for attending the meeting.

ADJOURNMENT

With no more business to be brought before the Council, a motion for adjournment was made at 7:59 p.m. by Councilor Silva, seconded by Councilor Rosales; unanimously approved (5 ayes).

Rolando Castro, Mayor

ATTEST:

Matt Flood, City Clerk

CITY OF MENDOTA
CASH DISBURSEMENTS
09/08/2017 - 9/20/2017
Check # 042994 - 043056

Date	Check #	Amount	Vendor	Department	Description
September 8, 2017	42994	\$21,030.35	GUTHRIE PETROLEUM	GENERAL-WATER-SEWER	UNLEADED GASOLINE (2965 GALLONS), DIESEL FUEL NO.2 (5063 GALLONS)
September 12, 2017	42995	\$660.00	ADMINISTRATIVE SOLUTIONS, INC.	GENERAL	(4) HRA ADMINISTRATION - SEPTEMBER 2017, (21) MEDICAL ADMINISTRATIVE FEES SEPTEMBER 2017
September 12, 2017	42996	\$1,335.08	COMCAST	GENERAL-WATER-SEWER	CITY WIDE XFINITY SERVICES - 9/06/17 - 10/05/17
September 12, 2017	42997	\$1,411.57	MUTUAL OF OMAHA	GENERAL	LIFE AD&D LTD & STD INSURANCE FOR SEPTEMBER 2017
September 15, 2017	42998	\$4,136.31	AMERITAS GROUP	GENERAL	VISION INSURANCE FOR OCTOBER 2017, DENTAL INSURANCE FOR OCTOBER 2017
September 15, 2017	42999	\$1,370.30	VERIZON WIRELESS	GENERAL-WATER-SEWER	CITY WIDE CELL PHONE SERVICES 8/7/17 - 9/6/17
September 19, 2017	43000	\$100,402.00	WESTAMERICA BANK	GENERAL	PAYROLL TRANSFER 9/04/17 - 9/17/17
September 20, 2017	43001	\$1,050.00	LORIE ANN ADAMS	CDBG	(1) PORTFOLIO MANAGEMENT - HOME LOAN PROGRAM (5) INSURANCE REVIEW
September 20, 2017	43002	\$2,300.00	ADMINISTRATIVE SOLUTIONS, INC.	GENERAL	MEDICAL CHECK RUN
September 20, 2017	43003	\$182.97	ADT SECURITY SERVICES	GENERAL	SECURITY SERVICES ROJAS-PIERCE PARK CONCESSION 10/01/17 - 12/31/17
September 20, 2017	43004	\$586.10	AFLAC	GENERAL	AFLAC INSURANCE FOR SEPTEMBER 2017
September 20, 2017	43005	\$9.17	AG & INDUSTRIAL SUPPLY INC.	GENERAL	(1) HONDA ROPE GRIP (3) ROPE PULL-START MOWER PARTS
September 20, 2017	43006	\$106.55	AGRI VALLEY IRRIGATION, INC.	WATER	(1) RED HOT GLUE ADAPTER MALE CAM LOCK ADAPTER (2) GASKET FULL FACE 6" & FLANGE PVC RING (5) 6
September 20, 2017	43007	\$28.84	AIRGAS USA, LLC	WATER	(1) RENT CYL INSMALL CARBON DIOXIDE AUGUST 2017
September 20, 2017	43008	\$129.41	ALERT-O-LITE	GENERAL-WATER-SEWER	(3) VEST MESH FLO. LIME (3) LARGE BROWN JERSEY GLOVES
September 20, 2017	43009	\$431.43	AMERIPRIDE SERVICES, INC.	GENERAL-WATER-SEWER	PUBLIC WORKS UNIFORM WEEK 8/3/17, 8/10/17, 8/17/17, 8/24/17, & 8/31/17
September 20, 2017	43010	\$20.00	GREGG ANDREOTTI	GENERAL	EXPENSE REIMBURSEMENT - PD FUEL FOR CHIEFS WORKSHOP TRAVEL
September 20, 2017	43011	\$21,214.23	BLUE SHIELD OF CALIFORNIA	GENERAL	MEDICAL INSURANCE FOR OCTOBER 2017
September 20, 2017	43012	\$655.50	BSK ASSOCIATES	WATER-SEWER	GENERAL EDT WEEKLY TREATMENT & DISTRIBUTION, GENERAL EDT WEEKLY TREATMENT & DISTRIBUTION, WASTE WATER WEEKLY
September 20, 2017	43013	\$916.00	CAL-VALLEY CONSTRUCTION INC.	WATER	DEPOSIT REIMBURSEMENT WATER HYDRANT METER RENTAL
September 20, 2017	43014	\$64,135.00	CSJVRMA	GENERAL	2017-2018 2ND QUARTER DEPOSITS - LIABILITY PROGRAM, 2017-2018 2ND QUARTER DEPOSITS - WORKERS COMP PROGRAM
September 20, 2017	43015	\$1,475.39	CHEMSEARCH	SEWER	(8) DR COMPOUNDS CLEANING LIQUID/ LOZANO LIFT STATION
September 20, 2017	43016	\$116.61	CONSUMER CHOICE	GENERAL-WATER-SEWER	CASH REGISTER RECEIPT PAPER - 1 CASE (48 ROLLS)
September 20, 2017	43017	\$150.00	CORELOGIC INFORMATION	GENERAL-WATER-SEWER	REALQUEST PACKAGE FOR AUGUST 2017
September 20, 2017	43018	\$475.00	FRESNO COUNCIL OF GOVERNMENTS	GENERAL-WATER-SEWER	FRESNO COUNCIL OF GOVT MEMBER DUES 2017/2018

**CITY OF MENDOTA
CASH DISBURSEMENTS
09/08/2017 - 9/20/2017
Check # 042994 - 043056**

September 20, 2017	43019	\$200.60	CROWN SERVICES CO.	GENERAL-SEWER	TOILET 1XWK- PD, TOILET W/SINK 1XWK WWTP, TOILET 1XWK - BASS AVE
September 20, 2017	43020	\$245.69	DATAMATIC, INC.	WATER	MONTHLY SOFTWARE LICENSE & SERVICE FOR OCTOBER 2017
September 20, 2017	43021	\$121.00	DEPARTMENT OF JUSTICE	WATER-SEWER	(3) FINGERPRINTS APPS (1) RECORD REVIEW- BILLED - 3 EMPLOYEES
September 20, 2017	43022	\$106.85	EMPLOYEE RELATIONS	GENERAL-WATER-SEWER	PRE-EMPLOYMENT BACKGROUND BACKGROUND SCREEN - 2 EMPLOYEES
September 20, 2017	43023	\$75.14	EWING	GENERAL	LP BLK 3/ 4X6 CUT OFF NIPPLE(40), (2) SOLENOID W/O ADPT FOR RB PARKS PARTS
September 20, 2017	43024	\$10,833.33	FIREBAUGH POLICE DEPARTMENT	GENERAL	POLICE DISPATCH SERVICES AUGUST 2017
September 20, 2017	43025	\$137.99	FRESNO COUNTY SHERIFF	GENERAL	RMS JMS ACCESS FEE FOR AUGUST 2017
September 20, 2017	43026	\$80.97	HR DIRECT	GENERAL-WATER-SEWER	POSTER GUARD 1 YR STATE/ FEDERAL/ LOCAL RENEWAL
September 20, 2017	43027	\$100.00	JENSEN & PILEGUARD	WATER	(1) STARTER ASSY - WATER TANKER PULLSTRING ASSEMBLY -WTP
September 20, 2017	43028	\$206.15	JORGENSEN BATTERIES, INC.	GENERAL	(1) BATTERY DC FOR SPEED TRAILER
September 20, 2017	43029	\$90.00	KERWEST NEWSPAPER	GENERAL	(5) LEGAL NOTICES ORDINANCE 17-13 CANNABIS
September 20, 2017	43030	\$350.00	LG ELECTRIC	STREETS	BLACK ST/ SANTA CRUZ STREET LIGHT REPAIRS
September 20, 2017	43031	\$44.00	MENDOTA SMOG & REPAIR	WATER	MOTOR OIL CHANGE AND FILTER
September 20, 2017	43032	\$656.87	METRO UNIFORM	GENERAL-WATER-SEWER	(5) WOMANS SHIRTS (2) MENS SHIRTS W/ CITY LOGO, WMS CS POLO (1), PD POLO (1), (1) LONG SLEEVE SHIRT, SHORT SLEEVE SHIRT
September 20, 2017	43033	\$56,051.24	MID-VALLEY DISPOSAL, INC.	REFUSE-STREETS	SANITATION CONTRACT SERVICES FOR AUGUST 2017, ROLL OFF 10YARD EXCHANGE (QTY 14.07, 7.38, 10.09, 9.96), 40 YARD (QTY 1.76, 1.63, 2.93)
September 20, 2017	43034	\$900.00	MUNICIPAL CODE CORPORATION	GENERAL-WATER-SEWER	ANNUAL WEB HOSTING 9/1/17 - 8/31/17
September 20, 2017	43035	\$1,865.64	NORTHSTAR CHEMICAL	WATER	SODIUM HYPOCHLORITE - 12.5% MILL A 450 GAL & 500 GAL - WTP
September 20, 2017	43036	\$181.23	OFFICE DEPOT	GENERAL-WATER-SEWER	(3) COPY PAPER FOR CITY HALL, (2) SPLENDA SWEET ORIGINAL 1000 CT BOX
September 20, 2017	43037	\$451.00	PET PARTNERS, LLC	GENERAL	(1) EUTHANASIA, (5) EUTHANASIA, (3) EUTHANASIA & \$1 STATEMENT FEE
September 20, 2017	43038	\$17,094.00	PG&E	GENERAL-WATER-STREETS	WATER UTILITIES FOR 8/12/17 - 9/7/17
September 20, 2017	43039	\$1,060.00	PRICE, PAIGE, & COMPANY	GENERAL-WATER-SEWER-STREETS- REFUSE	FY 16/17 PROFESSIONAL SERVICES - YEAR END AUDIT
September 20, 2017	43040	\$5,983.00	PROVOST & PRITCHARD	GENERAL-WATER-SEWER	CITY ENGINEERING SERVICES - RETAINER FY 17/18 AUGUST 2017, TACO BELL SITE PLAN REVIEW PASS THRU
September 20, 2017	43041	\$866.85	RAMON'S TIRE & AUTO SERVICE	GENERAL-WATER-SEWER-STREETS	(1) 2005 CROWN VICTORIA - PD MOUNT/DISMOUNT/BALANCE, DUMP TRUCK GMC 7500 (1) ECOFT REGNL HWY A/P IRONMAN (16PLY)
September 20, 2017	43042	\$125.00	RED WING SHOE STORE	WATER-STREETS	(1)BOOT REPLACEMENT PER MOU
September 20, 2017	43043	\$742.47	ERNEST PACKING SOLUTIONS	GENERAL-WATER-SEWER	JANITORIAL SUPPLIES CITYWIDE FOR AUGUST 2017

CITY OF MENDOTA
 CASH DISBURSEMENTS
 09/08/2017 - 9/20/2017
 Check # 042994 - 043056

September 20, 2017	43044	\$1,129.26	SORENSEN MACHINE WORKS	GENERAL-WATER-SEWER-STREETS	MULTIPLE DEPARTMENT SUPPLIES - AUGUST 2017
September 20, 2017	43045	\$200.00	STATE WATER RESOURCES CONTROL BOARD	STREETS	PERMIT FEE FOR 8TH ST (RIOFRIO-OLLER) PROJECT
September 20, 2017	43046	\$194.85	TCM INVESTMENTS	GENERAL	MPC3503 LEASE PAYMENT SEPTEMBER 2017
September 20, 2017	43047	\$550.00	TECH-MASTER PEST MANAGEMENT	GENERAL-WATER-SEWER-AVIATION	GENERAL PEST - CITY HALL/DMV/MYR, SENIOR CTR COMMUNITY CTR, WTP, PW YARD, PD, AIRPORT, AMBULANCE, & ROJAS PIERCE PARK
September 20, 2017	43048	\$611.00	TELSTAR INSTRUMENTS, INC.	WATER	VEHICLE/TOOLS/TEST EQUIPMENT USE- WTP
September 20, 2017	43049	\$4,381.80	THE SHERWIN-WILLIAMS CO.	WATER	WTP- BLUE, BEIGE, POLY, COMPLIANT THR, & 1" & 3" BRUSH
September 20, 2017	43050	\$307.97	TRIANGLE ROCK PRODUCTS, LLC	STREETS	COLD MIX ASPHALT STREET REPAIR 5TH, 6TH, & 7TH STREET (QTY 4.30)
September 20, 2017	43051	\$65.27	CHRIS TSARIS	GENERAL	EXPENSE REIMBURSEMENT (PD - M92) FUEL FOR TRAINING TRAVEL
September 20, 2017	43052	\$85.37	UNIFIRST CORPORATION	GENERAL-WATER-SEWER	SEPTEMBER 2017 SERVICE CHARGE FOR MOP, TERRY CLOTHS, & RUGS
September 20, 2017	43053	\$11.30	UNLIMITED CONFERENCING	GENERAL	(1) UNLIMITED BASIC TELECOM SERVICE (CM)
September 20, 2017	43054	\$263.73	USA BLUEBOOK	WATER-SEWER	(2) CONDUCTIVITY SOLUTION, BLUE, RED, & YELLOW, (2) ALUMINUM CLIPBOARD WITH CALCULATOR & CHARTS
September 20, 2017	43055	\$396.70	VULCAN MATERIALS COMPANY	STREETS	HOT MIX -ST 1/2 INHMA TYPE A AGG & ASPHALT (QTY 6.04)
September 20, 2017	43056	\$11,443.44	AVISON CONSTRUCTION, INC.	STREETS	MARIE STREET & DIVISADERO STREET RECONSTRUCTION PROJECT - RETAINAGE
		\$342,537.52			

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

**IN THE MATTER OF CONFIRMING THE
RESULTS OF THE ELECTION RETURNS
FOR THE SPECIAL VOTE-BY-MAIL (VBM)
ELECTION HELD ON AUGUST 29, 2017**

RESOLUTION NO. 17-54

WHEREAS, the City Council of the City of Mendota via Resolution No. 17-31 called for a special election to have the voters of Mendota consider a parcel tax for public safety, titled "Measure A"; and

WHEREAS, the City Council of the City of Mendota via Resolution No. 17-34 called for a special election to have the voters of Mendota consider a sales tax for public safety, titled "Measure B"; and

WHEREAS, said election was declared to be carried out via Vote-by-Mail (VBM) with an election date of August 29th; and

WHEREAS, both measures required two-thirds of the voters to vote affirmatively in order to be enacted; and

WHEREAS, the votes cast in the precincts established for said election, inclusive of all valid ballots, and the percentages for the above-referenced measures are as follows:

<u>Measure A</u>	<u>Votes</u>	<u>Percentage</u>
YES	83	32.05%
NO	176	67.95%
<u>Measure B</u>	<u>Votes</u>	<u>Percentage</u>
YES	108	41.70%
NO	151	58.30%

NOW, THEREFORE, BE IT RESOLVED, that the City Council of the City of Mendota hereby confirms the votes cast for "Measure A" and "Measure B", and hereby determines that Measure A has failed and that Measure B has failed.

Rolando Castro, Mayor

ATTEST:

I, Matt Flood, 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 26th day of September, 2017, by the following vote:

AYES:

NOES:

ABSENT:

ABSTAIN:

Matt Flood, City Clerk

**STATEMENT OF VOTES CAST
AT THE
MUNICIPAL SPECIAL ELECTION
HELD ON
AUGUST 29, 2017
IN THE
CITY OF MENDOTA
COUNTY OF FRESNO
STATE OF CALIFORNIA**

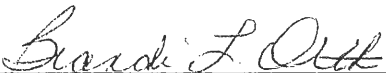
CERTIFICATE OF COUNTY CLERK TO RESULTS OF THE CANVASS

STATE OF CALIFORNIA)
) ss.
County of Fresno)

I, BRANDI L. ORTH, County Clerk/Registrar of Voters of the County of Fresno, State of California, do hereby certify that pursuant to the provisions of Section 15301 et seq of the Elections Code of the State of California, I did canvass the returns of the vote cast in the City of Mendota, County of Fresno, at the election held on August 29, 2017, for the Local Measures submitted to the vote of the voters, and that the Statement of the Vote Cast, to which this certificate is attached, shows the whole number of votes cast in the said city and in each of the respective precincts therein, and that the totals of the respective columns and the totals shown for the measures are full, true and correct.

WITNESS my hand and Official Seal this 7th day of September, 2017.





BRANDI L. ORTH
County Clerk/Registrar of Voters

Statement of Votes Cast
Municipal Special Election City of Mendota
SOVC For Jurisdiction Wide, All Counters, All Races
Fresno County August 29, 2017
Official Final Results

Date:09/07/17

Time:20:41:48

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	TURN OUT			A. SPECIAL PARCEL TAX (2/3 TO PASS)						
	Reg. Voters	Cards Cast	% Turnout	Reg. Voters	Times Counted	Total Votes	YES		NO	
Jurisdiction Wide										
0001001	685	94	13.72%	685	94	94	22	23.40%	72	76.60%
0001002	1004	99	9.86%	1004	99	99	31	31.31%	68	68.69%
0001003	786	67	8.52%	786	67	66	30	45.45%	36	54.55%
Total	2475	260	10.51%	2475	260	259	83	32.05%	176	67.95%

Statement of Votes Cast
Municipal Special Election City of Mendota
SOVC For Jurisdiction Wide, All Counters, All Races
Fresno County August 29, 2017
Official Final Results

Date:09/07/17
Time:20:41:48
Page:2 of 2

B. INCREASE SALES AND USE TAX (2/3 TO PASS)

	Reg. Voters	Times Counted	Total Votes	YES		NO	
Jurisdiction Wide							
0001001	685	94	93	33	35.48%	60	64.52%
0001002	1004	99	99	36	36.36%	63	63.64%
0001003	786	67	67	39	58.21%	28	41.79%
Total	2475	260	259	108	41.70%	151	58.30%

AGENDA ITEM – STAFF REPORT

TO: HONORABLE MAYOR AND COUNCILMEMBERS
FROM: VINCE DIMAGGIO, CITY MANAGER
SUBJECT: RETENTION OF BOND COUNSEL TO REVIEW DOCUMENTS FROM THE STATE WATER RESOURCES BOARD RELATING TO THE AUTOMATED METER READER PROJECT
DATE: SEPTEMBER 26, 2017

ISSUE

Shall the City Council direct the City Manager to retain bond counsel to review documents pertaining to the loan portion of the automated meter reading project?

BACKGROUND

In February, the Council authorized staff to proceed with the \$1 million grant and a \$350,000 loan for new City-wide water meters. The funding comes through the State “revolving fund.” The residential portion of the project is covered by the grant and the \$350,000 loan comes from state bond proceeds.

Because the state loan involves the proceeds from a state bond issuance, staff has been advised to retain special bond counsel to review the documentation on the loan portion of the project and prepare an opinion and ensure that the Agreement is in the City’s best interest.

FISCAL IMPACT

The retention agreement is for a “not to exceed” legal fee of \$5,000, which is reimbursable to the City as part of the proceeds of the grant. This project involves the Enterprise Fund and not the General Fund.

RECOMMENDATION

Staff recommends that the City Council authorize the City Manager to sign the attached retention agreement to retain bond counsel for the loan portion of the AMR project.



September 21, 2017

VIA EMAIL AND U.S. MAIL

Vince DiMaggio, City Manager
City of Mendota
643 Quince Street
Mendota, CA 93640

Re: Engagement of Aleshire & Wynder, LLP to Provide Legal Services

Dear Mr. DiMaggio:

This letter is written to set out and confirm the retention of Aleshire & Wynder, LLP (the “Firm”) to provide legal representation to City of Mendota (“Client”) in connection with the delivery of certain opinions related to the Construction Installment Sale Agreement (Mendota AMR Project) (“Agreement”) to be entered into with the State Water Resources Board (“SWRB”).

In this regard, please know that California Business and Professions Code § 6148 requires a written fee contract between attorneys and their clients to set forth the scope of the legal services which the attorneys have been retained to perform, and the fees which the attorneys will charge to perform those services.

1. Scope of Services

The scope of representation is to provide to the Client and the SWRB an opinion of bond counsel related to the validity of the Agreement (“Services”).

In connection with the Services, the Firm will review, in addition to appropriate legal authorities:

- (a) Proceedings for approval of the Agreement; and
- (b) Details as to Outstanding Debt of the Client; and
- (c) Prepare and deliver a validity and enforceability opinion as necessary for successful closing of the transaction; and
- (d) Such other documentation as may be necessary to render the opinion.

The Firm is not engaged to provide any tax or securities law opinions related to the Services.

2. Attorneys Providing Services

The attorneys we recommend to provide these services include Anita Luck, Partner, and Mauricio Salazar, associate.

The Firm may also utilize the services of various other attorneys as needed.

3. Compensation

Our fee Proposal is as follows. For the services provided herein, \$350 per hour for attorneys and \$150 per hour for paralegals, with a not to exceed amount of \$5,000.

4. Costs and Expenses

In addition to the Firm's legal fees and expenses described under 3 above (and unless limited therein), the Firm also may incur various costs and expenses in performing legal services under this agreement. You agree to pay for those costs and expenses in addition to the hourly fees. The costs and expenses commonly include fees fixed by law or assessed by public agencies (such as court filing fees), long distance telephone calls, messenger and other delivery fees, postage, parking and other local travel expenses, photocopying and other reproduction costs, word processing charges, fax charges, charges for computer research, court reporter fees, and other similar items. You also agree to pay all reasonably necessary transportation and travel expenses.

All invoices are due on receipt. The Firm shall be entitled to include interest at the rate of one percent (1%) per month on the outstanding balances when an amount is outstanding for more than thirty (30) days after the billing date. You agree to pay for all hourly services when billed on a monthly basis, in matters charged on an hourly basis.

5. Retainer

The Firm has not requested a retainer in connection with the representation.

6. Manner of Providing Services

The Firm will provide timely services and keep you aware of the progress and status of performance of services hereunder, and in accordance with any procedures you establish hereunder. All services will be performed in a competent and professional manner. All services will be properly supervised and all personnel shall be qualified to handle the work assigned.

7. Prohibition of Subcontracting or Assignment

The Firm shall not contract with any other person or entity to perform the services required hereunder without your written approval, nor shall any interest herein be transferred, assigned or conveyed without your approval.

8. Termination

Both you and the Firm shall have the right to terminate this engagement at any time, subject to reasonable notice. Notwithstanding a client discharge or the Firm's withdrawal, you will remain obligated to pay the Firm for all legal services provided under this agreement and to reimburse the Firm for all costs incurred prior to such approved and effectuated discharge, withdrawal or termination.

9. Disputes

If legal proceedings are instituted to collect fees and costs owing to the Firm, the prevailing party shall be entitled to the allowance of reasonable attorneys' fees and other costs incurred in the action or proceeding. The Firm is entitled to represent itself on all legal matters and the actual time incurred by members of our Firm at our standard hourly rates are deemed reasonable for collection or other purposes.

10. Insurance

In accordance with California Business and Professions Code, the Firm hereby informs you that it maintains errors and omissions insurance coverage applicable to the services to be rendered.

11. Conflicts

This Firm is not aware of any conflict of interest in this representation.

The Firm may have current or future clients which may have interests adverse to you or your related entities, and the Firm reserves the right to represent such clients in matters not connected with its representation of you in a manner which will not conflict with its representation herein.

If a potential conflict of interest arises in the Firm's representation of two clients, if such conflict is only speculative or minor, the Firm shall seek waivers from each client with regards to such representation. However, if real conflicts exist, the Firm would withdraw from representing either client in the matter, and assist them in obtaining outside special counsel.

12. Integration

By signing below, you acknowledge that no oral representations, statements, or inducements, apart from this written agreement, have been made. If any portion of this agreement is declared invalid by a court, the remainder shall continue in full force and effect.

13. Execution

This agreement may be executed in counterparts and by fax signature. In executing this agreement, you warrant that (i) the client is a duly organized and existing entity, (ii) you are duly authorized to execute and deliver this agreement on behalf of said client, (iii) by so executing this agreement, the client is formally bound to the provisions of this agreement, and (iv) the entering into this agreement does not violate any provision of any other agreement to which the client is bound. Please return the executed letter agreement by fax and by enclosing an executed original in the envelope provided. A second original is provided to be retained for your files.

Please carefully review the terms of this letter agreement and, if you find them acceptable, execute the enclosed copy. We appreciate your confidence in selecting Aleshire & Wynder, LLP as your attorneys. We look forward to working with you towards a successful relationship and transaction.

Very truly yours,

ALESHIRE & WYNDER, LLP



Anita Luck
Partner

AL:bb

I HAVE RECEIVED THE ORIGINAL OF THIS LETTER AGREEMENT AND UNDERSTAND THE FOREGOING TERMS AND CONDITIONS AND AGREE TO THEM. I HAVE THE AUTHORITY TO SIGN ON BEHALF OF AND BIND CLIENT.

Dated: October __, 2017

CITY OF MENDOTA

By: _____

Name: _____

Title: _____

AGENDA ITEM – STAFF REPORT

TO: HONORABLE MAYOR AND COUNCILORS
FROM: MATT FLOOD, ECONOMIC DEVELOPMENT MANAGER
VIA: VINCE DIMAGGIO, CITY MANAGER
SUBJECT: APPOINTMENT OF MENDOTA RESIDENTS TO PLANNING COMMISSION
DATE: SEPTEMBER 26, 2017

ISSUE

Who shall the Council appoint to serve as Planning Commissioner and Alternate Planning Commissioner?

BACKGROUND

The Planning Commission has two current vacancies: one for a regular Planning Commissioner and one for an Alternate Planning Commissioner.

A notice was published on the kiosk outside City Hall, the Mendota Library, and the Police Department announcing the vacancies, and staff received three applications, which are attached.

ANALYSIS

The alternate will act as a member of the Planning Commission, as he or she may participate and discuss an item at a meeting, as well as be called upon at any time to sit as a voting member of the Commission for all or part of any meeting. This includes the possibility of such cases as him or her sitting to vote on only one item at a meeting due to the absence or recusal of a regular Planning Commissioner.

Regular members of the Planning Commission are appointed by the Mayor with the approval of Council and the alternate is appointed by the Council as a body (MMC 2.36.020(B)).

The only requirements to serve as a member of the Planning Commission are that applicants are 18 years of age or older and a registered voter residing in the City of Mendota.

FISCAL IMPACT

None.

RECOMMENDATION

Staff recommends that Mayor Castro request appointment of one of the applicants for the position as a regular member of the Planning Commission, and that the City Council

discuss and appoint an applicant to serve as an alternate member of the Planning Commission, as well as approve the appointment of the applicant requested by Mayor Castro.



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: Planning Committee

Applicants' name: Jose L. Gutierrez

Address: 647 Perez St. Apt 9E

Telephone number: 559-647-1068

Present occupation: Construction

Number of years as a Mendota resident: 32 yrs

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 Some College.

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

I have engaged in various forms of businesses/work experiences, from working in customer service to maintenance technician. I have been for most part of my life dealt with working with the public. I feel I can be valuable to the committee by being enthusiastic, diligent & open minded to the matters of Mendota.

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

I have seen this town grow progressively throughout my lifetime. Now being a family man I would like to see that progress continue for my children. Being part of the Planning committee will give me that opportunity. To help attract more businesses to help Mendota thrive. I'm willing to be part of this committee with all my heart & passion that Mendota deserves. Mendota deserves committee members that are objective, moral & above all always has Mendota's residents interest in mind.

Signature of Applicant: Jose L. Dut Date: 8-25-17

Accepted:

Signature of City Clerk: Debbie Cabrera Time: 4:14pm
Date: 8/25/17



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: Planning Commission

Applicants' name: Jose Alonso

Address: 635 Peach Ave

Telephone number: (559) 489-1532

Present occupation: _____

Number of years as a Mendota resident: 21

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 Some college.

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

When I was in high school I was a member of the Junior State of America. During My time as a member in JSA, I participated in debates and meetings that concern all branches of government. I was exposed to different ideas and backgrounds and I am open minded to do whatever it takes to help the committee to reaching its goals.

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

I would like to be part of this committee because I would like to help the city of Mendota to prosper to its full potential and become the city it can be. I can share my ideas, views, and voice my opinion on topics we discuss. I would love to serve along side with the city council and planning commissioner to serve the people of Mendota.

Signature of Applicant: Rose Alonzo Date: 9/15/17

Accepted:

Signature of City Clerk: Celeste DeBora Time: 8:18am
Date: 9/19/17



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: Planning Commission

Applicants' name: Elizabeth Meza

Address: 297 Espinosa St, Mendota CA. 93640

Telephone number: 559- 655- 7333

Present occupation: Project Administrator

Number of years as a Mendota resident: 35

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 College graduate - Bachelor Associate Degree

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


Degree in Construction Management and minor Architecture. Worked for a general contractor for 10 year now work for a mechanical and plumbing contractor for 7 years.

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

I believe the planning committee is to try to find a better living for the ~~metropolitan~~ people. Making the town a better community and safer. Making it easy for the townspeople to have access to it locally so need to go out of the city. I would like to be a member to help make the town a better living for everyone living here. To give back to the community/town.

Signature of Applicant:  Date: 09/21/17

Accepted:

Signature of City Clerk:  Time: 8:04am
Date: 9/22/2017 (received by front staff prior to deadline).

AGENDA ITEM – STAFF REPORT

TO: HONORABLE MAYOR AND COUNCILMEMBERS
FROM: VINCE DIMAGGIO, CITY MANAGER
SUBJECT: REQUEST TO ESTABLISH A CITY COUNCIL SUBCOMMITTEE
DATE: SEPTEMBER 26, 2017

ISSUE

Should the Mayor and City Council establish an ad-hoc subcommittee for participation in the development agreement negotiation process for cannabis cultivation businesses?

BACKGROUND

As part of the recently adopted cannabis cultivation ordinance, potential cultivation businesses are required to negotiate a development agreement with the City. Members of the Council have expressed interest in being part of the negotiation. While having elected officials be actual participants in DA negotiations is highly unusual – as that is typically a function of staff working directly with an applicant or developer – the uniqueness of the issue in question makes it understandable that Council would prefer a more involved role. Under those circumstances however, it is important that the Council subcommittee discuss and coordinate with staff the City’s position on the issues to be discussed with the applicant in advance of actually meeting with the applicant in a negotiation session. This would require an enhanced time commitment from participating Councilmembers.

FISCAL IMPACT

None.

RECOMMENDATION

Staff recommends that the Mayor to appoint two Councilmembers to serve on the proposed subcommittee.

AGENDA ITEM – STAFF REPORT

TO: HONORABLE MAYOR AND COUNCILMEMBERS
FROM: VINCE DIMAGGIO, CITY MANAGER
SUBJECT: RECEIVE REPORT ON ADMINISTRATIVE AUSTERITY MEASURES UNDER
CONSIDERATION FOR THE REMAINDER OF THE FISCAL YEAR
DATE: SEPTEMBER 26, 2017

ISSUE

Receive report on various austerity measures being considered for the remainder of the fiscal year.

BACKGROUND

The recent failure of the parcel and sales tax measures in the special election are necessitating a reexamination of the administration of the budget. This was discussed as part of the budget workshops and adoption hearing. The City Manager has a fiduciary responsibility to the City Council to ensure that the deployment and utilization of staff resources and budgetary expenditures is done in such a way so as to stay within the financial framework of the adopted city budget. This may result in the City Manager reducing staff or reducing the number of hours worked, or both. At this time, the circumstances are such that the City Manager will be implementing such measures.

Had the two tax measures passed, the long term fiscal health of the City, along with the long-term survivability of the police department would have been guaranteed. Additionally, the City Council would have been able to re-direct over \$1 million of General Fund revenues to salary enhancements for the AFSCME union, additional investments in parks and road repair, along with other initiatives that the Council determined to be priority. The defeat of the tax measures will prevent those actions from taking place. Instead, it is necessary to undertake austerity measures until such time as additional revenue streams can be secured. This may come in the form of cannabis cultivation taxes or a resubmittal of the tax measures to the electorate in 2018 – or both.

It is important at this juncture to note that initiating certain administrative austerity measures and cost cutting *does not* constitute a fiscal emergency – which would be defined as impending insolvency, an inability to meet payroll, provide vital services, or meet debt payment requirements. This is not the case. Rather, it is appropriate at this time to implement certain reductions in spending, services, and staff in order to position the City in a more responsible fiscal posture.

It is equally important to note that staff and services paid for by the Enterprise Funds (water and sewer) are not affected. The various capital improvement projects, such as the upcoming Lozano lift station project, will also not be affected as they are paid through the Enterprise Funds.

The General Fund services affected will be the police department, parks services, projects requiring a General Fund match or contribution such as the Rojas-Pierce expansion/annexation, and other non-water/sewer public works department positions and budgets.

There are several direct reasons that give management staff cause for concern at this point. First, is the state mandated increase in the minimum wage. This year the state minimum wage increased to \$10.50/hour. On January 1, 2018, it will increase to \$11.00/hour, until in 2022, when it will reach \$15.00/hour. We have numerous employees who are at, or slightly above, the minimum wage, including many AFSCME union members. Each time the minimum wage increases, city employees lose economic purchasing power throughout the larger state economy. Moreover, several part-time employees are at \$11.00/hour and by 2019 through to 2022, the City will, at a minimum, need to increase the hourly wage to comply with the law. Without the additional revenue contemplated by the failed ballot measures, the City's budget will continue to be stressed each year, trying to comply with these increases.

The second issue is the increased cost of healthcare. Employee healthcare premium costs have experienced double digit increases each year for the past four years. There is no sign that this trend will abate. Combine the increased premium cost with the City's very unusual and exceedingly generous healthcare scheme and you have all of the required elements for an unsustainable benefit. The City's current healthcare plan covers not only the employee premium, but dependent premiums. This is highly unusual in the public sector – particularly for non-management employees. Most government plans will cover the employee and *offer* coverage for the dependents, but through payroll deduction of the additional premium from the employee. An additional element of the benefit is the presence of ASI, which serves as a City-funded “backstop” against the employee's share of the Blue Shield deductible for medical procedures beyond basic office visits. Combined, the City's medical benefit package is both costly and unusual in a public sector organization.

Third, is the issue of unfunded mandates from the state. In addition to the mandate to increase the minimum wage, the state passed AB 72, which mandates certain additional components to a City's Housing Element and General Plan, the effect of which will result in greater costs to the City to comply with this mandate. AB 1397 also requires municipalities to create and maintain an inventory of land suitable for development and to include the comprehensive list in the City's General Plan. AB 199 expands the definition of projects subject to prevailing wage – making certain public projects more expensive. There is no state funding provided to comply with any of these new regulations.

Fourth, in spite of new residential and commercial development in the City over the last several years, it's important to remember that the City only realizes a minority percentage of the tax generated. The state and the County consume most of the tax revenue with the City receiving, generally speaking, less than 20%.

ANALYSIS

Since the adoption of this year's budget in July, the financial picture has become clearer. The results of the election are in, the state legislative session has concluded, and we are learning about the scope and scale of the projected healthcare plan increases. The City Manager, therefore, has the responsibility to ensure that the City's budget, as adopted by the City Council, is properly administered and the proper allocation of human resources under that budget.

While I will reiterate for emphasis that we are not – at this time - at a crisis point budgetarily, it is nevertheless prudent now, to reexamine certain expansions in staffing levels made in past years to ensure that projected revenues for this fiscal year are not exceeded by expenditures. As such, it is necessary at this time to enact certain austerity measures in budgetary spending and staff positions.

The following administrative actions are scheduled to be implemented in the near term:

1. An across the board 10% reduction in General Fund budget line items, primarily impacting the police department, public works department, administration, and city council line items.
2. The elimination of one Code Enforcement Officer and one Administrative Assistant position in the police department and a reduction of the remaining Code Enforcement position to no more than 25 hours per week.
3. The elimination of one full time public works department position, one part-time janitorial position, and the reduction of the part time Maintenance Worker position to no more than 25 hours per week.
4. The reduction of the Senior Center Coordinator hours to no more than 18 hours per week.

By implementing these difficult, but necessary reductions, staff is projecting to achieve the target savings amount of \$125,000 for the remainder of the budget year.

In the event that the cannabis cultivation ordinance results in bona fide cultivation businesses establishing themselves in Mendota, the resulting fees mandated by the cannabis cultivation ordinance would represent a new revenue stream, not previously anticipated, and the possibility that the reductions described above could be reinstated for the 2018/2019 fiscal year.

FISCAL IMPACT

The staffing and reduction in expenditures are meant to achieve a \$125,000 “cushion” to the General Fund and avoid an imbalance of expenditures over revenues.

RECOMMENDATION

This is an informational item. No action is required from the City Council.

ADMINISTRATIVE SERVICES DEPARTMENT REPORT

TO: HONORABLE MAYOR AND COUNCILMEMBERS
FROM: JENNIFER LEKUMBERRY, DIRECTOR OF ADMINISTRATIVE SERVICES
VIA: CITY MANAGER
SUBJECT: MONTHLY REPORT
DATE: SEPTEMBER 22, 2017

SPECIAL PROJECT MANAGEMENT

- I have continued to conduct labor compliance employee interviews for the 7th and Derrick Reconstruction Project.
- I started conducting the labor compliance employee interviews for the 8th street reconstruction project.

HUMAN RESOURCES

I have been working on confidential personnel matters.

RISK MANAGEMENT

- **MONTHLY SAFETY TRAINING**

The Public Works Department monthly safety training for September is scheduled for 9/27/2017. The topics that will be covered are:

1. Personal Protective Equipment: Real Accidents, Real Stories
2. Driving Distractions of the Professional Driver

- **WORKER'S COMPENSATION CLAIMS**

No new claims

AVIATION

- Caltrans Division of Aeronautics-Annual State Inspection is scheduled for October 11, 2017.

PUBLIC WORKS REPORT

TO: HONORABLE MAYOR AND COUNCILMEMBERS
FROM: CRISTIAN GONZALEZ, PUBLIC WORKS DIRECTOR
VIA: VINCE DIMAGGIO, CITY MANAGER
SUBJECT: PUBLIC WORKS MONTHLY REPORT
DATE: SEPTEMBER 26, 2017

STREETS AND ROADS

- Street sweeping continues as usual. The sweeper was out for maintenance but is back online.
- Construction continues on the 7th and Derrick Realignment project. Paving is scheduled for the 2nd week in October. The date of completion for all work is November 22nd.
- Construction on 8th Street has begun. Date of completion for this project is November 2nd.
- City crews continue to conduct road maintenance throughout the city.

PARKS AND PUBLIC BUILDINGS

- Public Works continues to maintain the parks for the community.

DRINKING WATER

- Meter reads are complete.
- Staff is working with consultant to provide bond counsel in order to move forward with the City's Automated Meter Reader project.

WASTE WATER

- Monthly samples have been submitted.
- Crews continue to transfer water from semi-full ponds to shallow empty ponds to provide capacity for the upcoming winter months.

- Lozano lift station improvement project will go out to bid. Once bids are received staff will bring forward a recommendation for approval to the City Council.

ANIMAL CONTROL

- Animals impounded: 35
- Animals euthanized: 18
- Animals redeemed by owner: 2
- Graffiti abated: 3
- Citations issued: 0

ADULT OFFENDER WORK PROGRAM

- AOWP continue working on public right of ways and alley weed abatement.

BUILDING PERMITS ISSUED

- A list of new permits is attached to the report.

PLANNING

- (1) Revised Site plan review was approved for the installation of new parking lot improvements (467 Oller).
- 575 Naples Site Plan was approved for a recycling business.

STAFFING FOR PUBLIC WORKS

- 13 full time employees
- 4 part time employees
- 4 Proteus employees

FUEL STOCK

- Unleaded: 7,472 gallons
- Diesel: 5,915 gallons

Permits Issued

Report Date Range : 08/17/2017 to 09/20/2017

Permit #	Type of Permit	Date Issued	Job Address
20170170	434(a) REPLACE 40 GALLON WATER HEATER 38000 BTU	8/17/2017	873 Quince St
20170171	434(a) ELECTRICAL PANEL 100 AMP REPLACEMENT PER APPROVED PLAN	8/17/2017	506 S Kate St
20170172	437(a) GRADING, PARKING LOT IMPROVEMENT FOR 15000SQ FT PER APPROVED PLAN	8/17/2017	467 Oller St
20170173	434(a) WATER HEATER CHANGE OUT 40 GAL.	8/17/2017	230 Black Ave
20170174	329(b) SOLAR INSTALLATION PER APPORVED PLAN	8/17/2017	659 Peach Ave
20170175	329(b) SOLAR INSTALLATION PER APPORVED PLAN	8/17/2017	513 SILVA ST
20170176	437(a) OUTDOOR ENCLOSURE ON EXISTING CONCRETE PADS, COAX WIRE FROM THE ENCLOSURE TO THE MOCROWAVE DISH INSTALLED ON THE TOWER, INSTALLATION OF THE MOCIROWAVE DISH ON TOWER	8/18/2017	450 Oller St
20170177	437(a) PAINT STORE NAME ON THREE WALLS OF BUSINESS	8/25/2017	927 S Derrick Ave
20170178	434(a) RE-ROOF OVERLAY 1200 SQFT PROPOSED ROOF TYPE SHINGLES 1 EXISTING LAYER PER APPROVED PLAN	8/28/2017	951 2nd Ct
20170179	434(a) RE-ROOF TEAR OFF 1800 SQFT PROPOSED ROOF TYPE SHINGLES 1 EXISTING LAYER 8/12 PITCH PER APPROVED PLAN	8/28/2017	1042 Oller St
20170180	434(a) NEW PORCH/PATIO 336 SQ FT PER APPROVED PLAN	8/28/2017	116 SEGOVIA ST
20170181	329(b) SOLAR PV SYSTEM	8/31/2017	411 Oxnard St
20170183	101 NEW CONSTRUCTION SFR 1420 SQFT & 400 SQFT GARAGE	8/31/2017	62 CASTRO STREET
20170184	101 NEW CONSTRUCTION SFR 1435 SQFT & 400 SQFT GARAGE	9/1/2017	54 CASTRO STREET

Permits Issued

Report Date Range : 08/17/2017 to 09/20/2017

Permit #	Type of Permit	Date Issued	Job Address
20170185	101 NEW CONSTRUCTION SFR 1095 SQFT & 400 SQFT GARAGE	9/1/2017	46 CASTRO STRE
20170186	434(a) WATER HEATER CHANGE OUT 40 GAL.	9/6/2017	161 Locust Ave
20170187	329(b) INSTALL 16 MODULES; 5.520 KW	9/8/2017	240 Fleming Ave
20170188	437(a) REMOVING OLD LETTERS, REPLACING WITH NEW NAME 32 SQ FT	9/12/2017	200 Derrick Ave
20170189	437(a) STORE FRONT SIGN - PLEASE SEE ATTACHED EXHIBIT A	9/12/2017	942 Oller St
20170190	434(a) NEW PATIO 110 SQ FT PER APPROVED PLAN	9/12/2017	1037 Pucheu St
20170191	434(a) RE-ROOF OVERLAY 1500 SQFT PROPOSED ROOF TYPE SHINGLES 1 EXISTING LAYER 4/12 PITCH PER APPROVED PLAN	9/12/2017	220 Black Ave
20170192	434(b) HVAC CHANGEOUT 3 TON 16 SEER PACKAGE COMPLETE NEW DUCT WORK	9/12/2017	325 Pucheu St
20170193	434(a) RE-ROOF 1600 SQFT PROPOSED ROOF TYPE COMP 1 EXISTING LAYER 5/12 PITCH PER APPROVED PLAN	9/15/2017	731 H St
20170194	329(b) SOLAR ROOF MOUNT 28 MODULES & EXISTING 125A	9/18/2017	667 Peach Ave
20170195	329(b) SOLAR INSTALLATION	9/19/2017	721 H St

Total Number of Permits List	25
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