



# CITY OF MENDOTA

*"Cantaloupe Center Of The World"*

ROBERT SILVA  
Mayor  
SERGIO VALDEZ  
Mayor Pro Tempore  
JOSEPH AMADOR  
ROLANDO CASTRO  
JOSEPH RIOFRIO

## AGENDA MENDOTA CITY COUNCIL Regular City Council Meeting CITY COUNCIL CHAMBERS 643 QUINCE STREET March 24, 2015 6:00 PM

VINCE DiMAGGIO  
City Manager  
MEGGIN BORANIAN  
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

### FINALIZE THE AGENDA

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

### PRESENTATION

1. Corporals Chris Tsaris and Joel Warkentin to be commended for heroic action in the line of duty.
2. Battalion Chief Vince Bergland of CALFIRE to present the 4<sup>th</sup> quarter and 2014 year-end report.

### 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 Special and Regular City Council meetings of March 10, 2015.
2. Notice of waiving of the reading of all resolutions and/or ordinances introduced and/or adopted under this agenda.

## CONSENT CALENDAR

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

1. MARCH 10, 2015 THROUGH MARCH 17, 2015  
WARRANT LIST CHECKS NO. 39139 THRU 39203  
TOTAL FOR COUNCIL APPROVAL = \$334,769.03
2. Council adopt **Resolution No. 15-17**, authorizing execution of a professional services agreement for the 6<sup>th</sup> Street Improvement project.
3. Council adopt **Resolution No 15-26**, approving the notice of completion and acceptance of the CDBG access ramp and City Hall improvement project.
4. Council approve the cancellation of the April 14, 2015 Regular City Council Meeting and hold a Special City Council meeting on April 21, 2015.

## BUSINESS

1. Council discussion and consideration to adopt **Resolution No. 15-27**, amending the FY 2014-2015 budget and approving a contract with Provost & Pritchard for a revised report on Waste Discharge.
  - a. *Receive report from Public Utilities Director Lewis*
  - b. *Inquiries from Council to staff*
  - c. *Mayor opens floor to receive any comment from the public*
  - d. *Council adopts Resolution No. 15-27*
2. Council discussion and consideration to adopt: **Resolution No. 15-28**, declaring its intention to propose an amendment to the zoning ordinance regarding off-site signage and advertising.
  - a. *Receive report from Planning & Economic Development Manager Flood*
  - b. *Inquiries from Council to staff*
  - c. *Mayor opens floor to receive any comment from the public*
  - d. *Council adopts Resolution No. 15-28*

3. Council discussion and consideration to adopt **Resolution no. 15-29**, purchasing a new 2013 Ford Police Interceptor vehicle.
  - a. *Receive report from Chief of Police Andreotti*
  - b. *Inquiries from Council to staff*
  - c. *Mayor opens floor to receive any comment from the public*
  - d. *Council adopts Resolution No. 15-29*

### **PUBLIC HEARING**

1. Council hold a public hearing and perform the second reading of **Ordinance No. 15-02**, adding an alternate member to serve on the Mendota Planning Commission.
  - a. *Receive report from Planning & Economic Development Manager Flood*
  - 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 adopt Ordinance No. 15-02*

### **DEPARTMENT REPORTS AND INFORMATIONAL ITEMS**

1. Public Works
  - a) Monthly Report
2. Public Utilities
  - 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 LEGAL COUNSEL-EXISTING LITIGATION  
CA Government Code Sec. 54956.9 - 1 case  
Rodriguez v. City of Mendota, Fresno County Superior Court (Verified Petition for Writ of Mandamus)
  
2. PUBLIC EMPLOYEE PERFORMANCE EVALUATION  
CA Government Code § 54957(b)  
Title: City Attorney

**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 Meeting of March 24, 2015, was posted on the outside bulletin board located at City Hall, 643 Quince Street Friday, March 20, 2015 at 10:45 a.m.

  
\_\_\_\_\_  
Celeste Cabrera, Deputy City Clerk

## Fresno County Fire / Station 96 Mendota / Oct 1 - Dec 31, 2013

4th Qtr Stats	Totals	City of Mendota	County	4th Qtr Total Calls by %	
Fires	62	36	26	City of Mendota	77.60%
Medical	284	243	41	County of Fresno	22.40%
Vehicle Accidents	18	5	13		
Other	11	7	4		
<b>Totals</b>	<b>375</b>	<b>291</b>	<b>84</b>		
4th Qtr 2013 City of Mendota					
Fires by Type	Totals	Fire Causes	Totals		
Residential Struct.	5	Accidental	1		
Commercial Struct.	12	Equip use			
Vehicle	1	Playing with Fire	1		
Wildland	8	Debris Burning	4		
Debris	7	Electrical	3		
Other Improvement	2	Vehicle Caused			
Ringin Alarm		False alarm	10		
Smoke Check	1	Arson	2		
		Undetermined	5		
		Good Intent	10		
		Fireworks			
		Smoking			
<b>TOTALS</b>	<b>36</b>		<b>36</b>		

## Fresno County Fire / Station 96 Mendota / 2013 Stats

2013 Stats	Totals	City of Mendota	County	2013 Total Calls by %	
<b>Fires</b>	194	97	97	<b>City of Mendota</b>	76.10%
<b>Medical</b>	1,309	1111	198	<b>County of Fresno</b>	23.90%
<b>Vehicle Accidents</b>	101	20	81		
<b>Other</b>	67	43	24		
<b>Totals</b>	<b>1,671</b>	<b>1,271</b>	<b>400</b>		
<b>2013 City of Mendota</b>					
<b>Fires by Type</b>	Totals	<b>Fire Causes</b>	Totals		
Residential Struct.	20	Accidental	1		
Commercial Struct.	24	Equip use	1		
Vehicle	5	Playing with Fire	2		
Wildland	13	Debris Burning	10		
Debris	18	Electrical	6		
Other Improvement	3	Vehicle Caused			
Ringin Alarm	8	False alarm	29		
Smoke Check	6	Arson	16		
		Undetermined	12		
		Good Intent	19		
		Fireworks			
		Smoking	1		
<b>TOTALS</b>	<b>97</b>		<b>97</b>		

## Fresno County Fire / Station 96 Mendota / Oct 1 - Dec 31, 2014

4th Qtr Stats	Totals	City of Mendota	County	4th Qtr Total Calls by %	
<b>Fires</b>	33	18	15	<b>City of Mendota</b>	75.50%
<b>Medical</b>	276	230	46	<b>County of Fresno</b>	24.50%
<b>Vehicle Accidents</b>	24	5	19		
<b>Other</b>	14	9	5		
<b>Totals</b>	<b>347</b>	<b>262</b>	<b>85</b>		
4th Qtr 2014 City of Mendota					
Fires by Type	Totals	Fire Causes	Totals		
Residential Struct.	4	Accidental			
Commercial Struct.	1	Equip use			
Vehicle	2	Playing with Fire			
Wildland		Debris Burning			
Debris	2	Electrical			
Other Improvement		Vehicle Caused			
Ringing Alarm	8	False alarm	11		
Smoke Check	1	Arson	5		
		Undetermined			
		Good Intent			
		Fireworks			
		Misc.	2		
<b>TOTALS</b>	<b>18</b>		<b>18</b>		

## Fresno County Fire / Station 96 Mendota / 2014 Stats

2014 Stats	Totals	City of Mendota	County	2014 Total Calls by %	
Fires	170	85	85	City of Mendota	76.70%
Medical	1,204	1028	176	County of Fresno	23.30%
Vehicle Accidents	107	24	83		
Other	41	30	11		
<b>Totals</b>	<b>1,522</b>	<b>1,167</b>	<b>355</b>		
2014 City of Mendota					
Fires by Type	Totals	Fire Causes	Totals		
Residential Struct.	20	Accidental	1		
Commercial Struct.	8	Equip use			
Vehicle	5	Playing with Fire	1		
Wildland	5	Debris Burning	4		
Debris	12	Electrical	6		
Other Improvement	9	Vehicle Caused			
Ringing Alarm	22	False alarm	36		
Smoke Check	4	Arson	20		
		Undetermined	4		
		Good Intent	7		
		Fireworks			
		Misc.	6		
<b>TOTALS</b>	<b>85</b>		<b>85</b>		





**MINUTES OF MENDOTA  
MENDOTA CITY COUNCIL /PLANNING COMMISSION  
JOINT WORK/STUDY SESSION**

---

**Joint Work/Study Session                      Tuesday, March 10, 2015                      3:00 PM**

**Meeting called to order by Mayor Robert Silva and Chairperson Juan Luna at 3:03 p.m.**

**ROLL CALL CITY COUNCIL**

**Council Members Present:                      Mayor Robert Silva, Mayor Pro Tem Sergio Valdez, Council Members Joseph Amador, Rolando Castro, and Joseph Riofrio.**

**Council Members Absent:                      None.**

**ROLL CALL PLANNING COMMISSION**

**Commissioners Present:                      Chairperson Juan Luna, Vice Chairperson Carlos Quintanar, Commissioners Albert Escobedo and Martin Gamez.**

**Commissioners Absent:                      Commissioner Joshua Garcia.**

**Others Present:                      Baseball Commissioner Paul Ochoa.**

**Staff Present:                      City Manager Vince DiMaggio, Finance Director Rudy Marquez, Chief of Police Gregg Andreotti, City Attorney Meggin Boranian, Public Works Director Cristian Gonzalez, Public Utilities Director Matt Lewis, Director of Support Operations Charles Johnson, and City Clerk Matt Flood.**

**WORK/STUDY SESSION**

1.     **AB 1234 Ethics training. [City Attorney, Boranian]**

Meggin Boranian, City Attorney, provided training that covered ethics topics as required by Article 2.4 of Chapter 2 of Part 1 of Division 2 of Title 5 of the Government Code which include laws relating to personal financial gain by public servants, perquisites (“perks”) of office, prohibitions against the use of public resources for personal or political

purposes, prohibitions against gifts of public funds, and prohibitions against acceptance of free or discounted transportation, government transparency laws, fair processes, due process requirements, and competitive bidding requirements for public contracts.

(at 4:05 p.m. a recess was taken and the meeting was reconvened at 4:15 p.m.

Training continued on disqualification from participating in decisions affecting family members, reporting illegal activity, penal punishment for violations of the law, creating an organization where upholding ethical standards is a priority, and other general ethics principles relating to public service.

**PUBLIC COMMENT**

None Offered

**ADJOURNMENT OF CITY COUNCIL**

A motion was made by Councilor Amador and seconded by Council Riofrio to adjourn the work/study session at 5:01 p.m., unanimously approved (5 ayes).

**ADJOURNMENT OF PLANNING COMMISSION**

A motion was made by Vice-chair Quintanar and seconded by Commissioner Escobedo to adjourn the work/study session at the hour of 5:01 p.m.; approved (4 ayes; 1 absent: Garcia).

---

Robert Silva, Mayor

ATTEST:

---

Matt Flood, City Clerk



## MINUTES OF MENDOTA REGULAR CITY COUNCIL MEETING

---

**Regular Meeting**

**March 10, 2015**

**Meeting called to order by Mayor Silva at 6:01 p.m.**

### **Roll Call**

**Council Members Present:** Mayor Robert Silva, Mayor Pro Tem Sergio Valdez, Councilors Joseph Amador (left at 6:12 p.m.), Rolando Castro, and Joseph Riofrio.

**Council Members Absent:** None.

**Flag salute led by Mayor Silva.**

### **FINALIZE THE AGENDA**

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

City Manager DiMaggio requested to swear in the new Chief of Police and to remove item 4 of the Consent Calendar. A motion was made by Councilor Riofrio to adopt the modified agenda, seconded by Mayor Pro Tem Valdez; unanimously approved (5 ayes).

### **PRESENTATIONS**

1. City Manager DiMaggio to swear in Chief of Police Gregg Andreotti.

City Manager DiMaggio swore in Chief of Police Andreotti.

2. Deputy City Clerk Cabrera to swear in Carlos Esqueda.

Deputy City Clerk Cabrera swore in Carlos Esqueda.

Council congratulated Chief of Police Andreotti and thanked the members of law enforcement and members of the public for attending the meeting.

**John Anderson** - presented a Certificate of Recognition to Chief of Police Andreotti on behalf of the office of State Senator Anthony Cannella.

At 6:09 p.m. Mayor Silva announced there would be a 15 minute recess (6:12 p.m. Councilor Amador left the Council Chambers).

At 6:23 p.m. the Council reconvened in open session.

### **PRESENTATION**

1. Ivette Rodriguez from Mid Valley Disposal to present 3<sup>rd</sup> and 4<sup>th</sup> quarter report.

Ivette Rodriguez from Mid Valley Disposal presented the 3<sup>rd</sup> and 4<sup>th</sup> quarter report, including the results from the residential waste assessment and annual residential audits; commercial site visits; businesses with outstanding recycling efforts; proper use of the trash bins; the involvement of Mid Valley Disposal within the community; the progress of diversion rates; and Midland Manor Apartments being named Recycler of the Year.

Discussion was held on scavengers collecting trash from dumpsters; possible solutions to stop scavengers from collecting trash from dumpsters; and the timeframe of Mid Valley Disposal trucks collecting trash from all three home receptacles.

### **CITIZENS ORAL AND WRITTEN PRESENTATIONS**

None offered.

### **DEPARTMENT REPORTS AND INFORMATIONAL ITEMS**

1. Code Enforcement
  - a) Monthly Report

Planning and Economic Development Manager Flood summarized the report for February, including activity related to weed abatements; parking violations; educating the public in regards to violations; and the focus on cleaning up the community.

Discussion was held on growing weeds on vacant properties; issues related to amplified music during the weekends; and residents selling homemade food out of their homes.

## APPROVAL OF MINUTES AND NOTICE OF WAIVING OF READING

1. Minutes of the Special City Council meeting of February 11, 2015 and Regular City Council meeting of February 24, 2015.
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 Riofrio to approve items 1 and 2, seconded by Mayor Pro Tem Valdez; unanimously approved (4 ayes, absent: Amador).

## CONSENT CALENDAR

1. FEBRUARY 20, 2015 THROUGH MARCH 4, 2015  
WARRANT LIST CHECKS NO. 39087 THRU 39138  
TOTAL FOR COUNCIL APPROVAL = \$202,178.99
2. Council approve an easement on City property near Bass Avenue for electrical connectivity with PG&E.
3. Council perform the first reading of **Ordinance No. 15-02**: adding an alternate member to the Planning Commission, and set the public hearing for March 24, 2015.
4. **(Removed from agenda)**  
Council perform the first reading of **Ordinance No. 15-03**: a rezone of two properties on the west corner of Quince and 7<sup>th</sup> streets from C-3 to P-F, and set the public hearing for March 24, 2015.
5. Council adopt **Resolution No. 15-18**, approving the final map of Tract No. 5847 and entering into a subdivision agreement.
6. Council adopt **Resolution No. 15-19**, declaring its intention to propose an amendment to the zoning ordinance to establish an Economic Incentive Zone.
7. Council adopt **Resolution No. 15-20**, authorizing the City Manager to execute the contract with Provost & Pritchard for Mendota Elementary pedestrian improvements.
8. Council adopt **Resolution No. 15-21**, adopting the revised standard for parking lot layout in the City Standard Drawing.
9. Council adopt **Resolution No. 15-22**, authorizing the use of sewer impact fee funds to purchase equipment for the clearing and maintenance of the city's sewer lines.

10. Council adopt **Resolution No. 15-23**, approving the Articles of Incorporation and Bylaws for the Mendota Community Benefit Corporation.
11. Council adopt **Resolution No. 15-25**, conditionally approving the exclusive use permits for City facilities for 2015.

A request to pull items 5 and 10 for discussion was made.

A motion was made to approve items 1 through 3, 6 through 9, and 11 of the consent calendar by Councilor Riofrio, seconded by Councilor Castro; unanimously approved (4 ayes, absent: Amador).

5. Council adopt **Resolution No. 15-18**, approving the final map of Tract No. 5847 and entering into a subdivision agreement.

Discussion was held on the possible traffic issues that can be created by the project at the intersection of McCabe Avenue and highway 33; traffic issues on Black Avenue; having staff meet with Steve Hair to discuss possible solutions in regards to traffic problems; and the possibility of extending roads to ease the traffic congestion.

**Stephen Hair** – explained that he would meet with staff to discuss traffic issues at Black and McCabe Avenues.

A motion was made to approve item 5 of the consent calendar by Councilor Riofrio, seconded by Councilor Castro; unanimously approved (3 ayes, No: Valdez, Absent: Amador).

10. Council adopt **Resolution No. 15-23**, approving the Articles of Incorporation and Bylaws for the Mendota Community Benefit Corporation.

Discussion was held on changing the meetings of the non-profit corporation to quarterly instead of monthly and the structure of the board.

A motion was made to approve item 10, with the modification of meetings being held quarterly, of the consent calendar by Councilor Riofrio, seconded by Councilor Castro; unanimously approved (4 ayes, absent: Amador).

## **BUSINESS**

1. Council discussion and consideration to adopt **Resolution No. 15-24**, approving the encumbering of 2015-2016 budget year fund balances from Measure C, LTF& Gas Tax.

Mayor Silva introduced the item and Public Works Director Gonzalez summarized his report (7:27 p.m. Mayor Pro Tem Valdez left the Council Chambers).

Discussion was held on which fiscal year budget the monies would be encumbering from (7:28 p.m. Mayor Pro Tem Valdez returned to the Council Chambers); the timeframe of the project; the Mendota Unified School District's participation in the project; the process of the project; and other road sections in the City that should be repaired.

A motion was made to adopt Resolution No. 15-24 by Mayor Pro Tem Valdez, seconded by Councilor Riofrio; unanimously approved (4 ayes, absent: Amador).

## **DEPARTMENT REPORTS AND INFORMATIONAL ITEMS**

1. Police Department
  - a) Monthly Report

Chief of Police Andreotti summarized the report for February; thanked Council and staff for welcoming him; and reported on a robbery incident.

Discussion was held on reckless driving occurring at Pool Park and the productiveness of the Police Officers.

2. City Attorney
  - a) Update

City Attorney Boranian thanked Council and staff for attending the ethics training.

3. City Manager
  - a) Report

City Manager DiMaggio reported on a luncheon that will be held at the Mendota library in which Supervisor Pacheco will be attending; a CDBG meeting that he attended with Director of Support Operations Johnson; and the possibility of the Obama Administration awarding CDBG monies to larger urban areas instead of smaller rural areas.

Discussion was held on the importance of CDBG grants being awarded to smaller rural cities; the possibility of using leftover awarded CDBG money to repair sidewalks; and an update on the 7<sup>th</sup> St. street light project.

## **MAYOR AND COUNCIL REPORTS AND INFORMATIONAL ITEMS**

1. Council Member(s)  
Council reports

Councilor Riofrio thanked City Attorney Boranian for administering the ethics training and for providing dinner.

Mayor Pro Tem Valdez reported on a Westside coalition meeting he attended and businesses enclosing their dumpsters (8:03 Councilor Riofrio left the Council Chambers).

Discussion was held on overflowing dumpsters throughout town; having Code Enforcement look into the issue; providing information in the monthly newsletter; and possible ADA improvements to the Council Chambers.

2. Mayor

Mayor Silva reported on the WELL Conference that he attended and concerns in regards to overdrafting wells (8:05 Councilor Riofrio returned to the Council Chambers).

### **CLOSED SESSION**

1. CONFERENCE WITH LEGAL COUNSEL – ANTICIPATED LITIGATION  
CA Government Code § 54956.9: 1 case  
Macias v. City of Mendota (Government Claim)
2. CONFERENCE WITH REAL PROPERTY NEGOTIATORS  
CA Government Code § 54956.8  
Properties: APN 013-221-06; 013-221-07  
Agency Negotiator: Vince DiMaggio, City of Mendota  
Negotiating Parties: Ernestine Torres, Owner; David Hernandez, Owner

At 8:09 p.m. the Council moved into closed session.

At 8:32 p.m. the Council reconvened in open session and City Attorney Boranian reported that in regards to item 2 of the closed session, there was nothing to report. In regards to item 1 of the closed session, there was a motion to deny Macias v. City of Mendota (Government Claim) by Councilor Riofrio, seconded by Councilor Castro; unanimously approved (3 ayes, abstain: Valdez, absent: Amador)



## **ADJOURNMENT**

With no more business to be brought before the Council, a motion for adjournment was made at 8:33 p.m. by Mayor Pro Tem Valdez, seconded by Councilor Riofrio; unanimously approved (4 ayes, absent: Amador).

---

Robert Silva, Mayor

ATTEST:

---

Matt Flood, City Clerk

CITY OF MENDOTA  
CASH DISBURSEMENTS  
03/10/2015-03/17/2015  
Check # 39139-39203

Date	Check #	Amount	Vendor	Department	Description
March 10, 2015	39139	\$200.39	ROBERT BAEZA	WATER-SEWER	MEDICAL INSURANCE REIMBURSEMENT
March 10, 2015	39140	\$80,181.56	WEST AMERICA BANK	GENERAL	PAYROLL TRANSFER 2/23/2015-3/8/2015
March 11, 2015	39141	\$1,834.90	THE WATER CONNECTION	WATER	TESTED 53 BACKFLOW DEVICES AND REPAIRS AS NEEDED.
March 12, 2015	39142	\$73.00	ANTOJITOS GUANACOS	GENERAL	LUNCHEON FOR SUPERVISOR PACHECO-MARCH 12,2015
March 17, 2015	39143	\$204.00	A-1 AUTO ELECTRIC	GENERAL	INSPECT AND CERTIFY CNG TANK UNIT #82 (PD)
March 17, 2015	39144	\$510.82	ACME ROTARY BROOM SERVICE	STREETS	E-5 SCHUARZE 7000 GUTTER BRUSH SETS SWEEPER BROOMS
March 17, 2015	39145	\$1,890.00	LORIE ANN ADAMS	GENERAL	PORTFOLIO MANAGEMENT DECEMBER 2014, JANUARY 2015,FEBRUARY 2015
March 17, 2015	39146	\$7,750.00	ADMINISTRATIVE SOLUTIONS	GENERAL	ADMINISTRATIVE FEES FOR MARCH 2015, SELF FUNDED MEDICAL CLAIM DEPOSIT 03/05/2015
March 17, 2015	39147	\$480.34	AFLAC	GENERAL	AFLAC INSURANCES-MARCH 2015
March 17, 2015	39148	\$447.83	ALERT-O-LITE	STREETS	(3) BROOMS 24" FREEWAY MAG, COTTON HOE, ASPHALT RAKE, SHOVEL, BROOM, PAIL (STREETS)
March 17, 2015	39149	\$420.52	ALEX AUTO DIAGNOSTICS	GENERAL	STARTER ASSEMBLY, CRANK SENSOR, FREON (ANIMAL CONTROL TRUCK)
March 17, 2015	39150	\$3.65	ALLIED ELECTRIC	SEWER	(1) SMALL DIM FUSE FOR CONTROL BOARD (WWTP)
March 17, 2015	39151	\$157.77	JOSEPH AMADOR	GENERAL	REIMBURSEMENT FOR HOTEL EXPENSE-WELL CONFERENCE
March 17, 2015	39152	\$639.00	AMERITAS GROUP	GENERAL	VISION INSURANCE FOR APRIL 2015
March 17, 2015	39153	\$42.05	GREGG ANDREOTTI	GENERAL	REIMBURSEMENT FOR WHEEL REPLACEMENT FOR WHEELS ON CHIEF'S CHAIR, BADGE(PD)
March 17, 2015	39154	\$427.00	AUTOMATED OFFICE SYSTEMS	GENERAL-WATER-SEWER	MAINTENENACE CONTRACT-COPY MACHINE:MPC5501-CITY HALL,COPY MACHINE:MPC3503 (PD)
March 17, 2015	39155	\$1,738.74	AT&T	GENERAL	POLICE DEPARTMENT DISPATCH PHONE 01/24/2015-02/03/2015 CITY AND PD TELEPHONE SERVICE 01/25/2015-02/24/2015
March 17, 2015	39156	\$366.34	AT&T MOBILITY	GENERAL	AIRCARDS 01/20/2015-02/19/2015 (PD)
March 17, 2015	39157	\$2,856.07	BEST UNIFORM	DONATION,GENERAL	SHIRT,PANT,BELT,NAMEPLATE-J.MEZA&M.AYALA(EPD) BODY ARMOR SECOND CHANCE SUMMIT-G.ANDREOTTI,C.ESQUEDA (PD)
March 17, 2015	39158	\$3,173.00	BSK ASSOCIATES	WATER-SEWER	WEEKLY WASTEWATER ANALYSIS,BACTI WEEKLY TREATMENT & DISTRIBUTION,SOURCE WATER MONITORING,WEEKLY WW ANALYSIS
March 17, 2015	39159	\$42,275.00	CSJVRMA	GENERAL	2014/2015 4TH QUARTER DEPOSIT-WORKERS COMPENSATION,LIABILITY INSURANCE
March 17, 2015	39160	\$1,485.93	CROWN SHORTLAND CONCRETE	GENERAL	CONCRETE DELIVERY (6) SACK MIX, CONCRETE DELIVERY PARKS/FACILITY REPAIRS
March 17, 2015	39161	\$300.00	D&D DISPOSAL	GENERAL	ANIMAL DISPOSAL FEES ON CALL PICK UP 01/26/2015
March 17, 2015	39162	\$150.00	DISCOUNT SHRED	GENERAL	DESTRUCTION OF (1) 64 GAL. BIN OF DOCUMENTS (PD)

**CITY OF MENDOTA  
CASH DISBURSEMENTS  
03/10/2015-03/17/2015  
Check # 39139-39203**

March 17, 2015	39163	\$7,112.90	STANTEC CONSULTING SERVICE	SEWER	GROUNDWATER SAMPLING AND REPORTING
March 17, 2015	39164	\$471.31	EINERSON'S PREPRESS	GENERAL	BUSINESS CARDS:CHIEF ANDREOTTI,ENVELOPES 500 SHEETS (PD)
March 17, 2015	39165	\$51.00	EMPLOYEE RELATIONS	GENERAL	PRE-EMPLOYMENT BACKGROUND INFORMATION REPORTS (PUBLIC WORKS)
March 17, 2015	39166	\$264.04	ENTENMANN-ROVIN CO.	GENERAL	TWO TONE DOME HEAD BLUE PIN 4 BADGE-CHIEF ANDREOTTI (PD)
March 17, 2015	39167	\$983.66	EWING,FRESNO	STREETS	2.5 RANGER PRO HERBASIDES,BEST TURF SUPREME W/ TRIMEC (RIGHT OF WAY WEED CONTROL)
March 17, 2015	39168	\$668.02	CLEAR CHOICE COMPUTER SERVICES	GENERAL-WATER-SEWER	RENEW CITY OF MENDOTA DOMAIN,REMOTELY JOINED DESK TOP TO DOMIAN, REBOOT&INSTALLATION,REMOVE MALWARE (PD)
March 17, 2015	39169	\$5,245.82	FILTRONICS,INC	WATER	(4)MEDIA ELECTROMEDIA FOR WATER PLANT-SALES TAX
March 17, 2015	39170	\$7,708.33	FIREBAUGH POLICE	GENERAL	DISPATCH SERVICES-02/01/2015 THRU 02/28/2015 (PD)
March 17, 2015	39171	\$1,214.21	FRESNO COUNTY ELECTIONS	GENERAL	GRAND ELECTION NOVEMBER 4,2014
March 17, 2015	39172	\$75.00	FRESNO COUNTY	GENERAL	PARKING CITATIONS FOR JANUARY 2015 (PD)
March 17, 2015	39173	\$83,223.15	FRESNO COUNTY FIRE	GENERAL	FIRE PROTECTION SERVICES JULY 1ST - DECEMBER 31ST 2014
March 17, 2015	39174	\$3,470.08	FRESNO NETWORKS	GENERAL	HP DESKTOP BUSINESS PRO-REIMBURSABLE FROM HOMELAND SECURITY, PROGRAM AIRCARDS, DIAGNOSTIC FOR RECORDS COMP (PD)
March 17, 2015	39175	\$36.76	ERIC GARCIA	GENERAL	TRAINING:ELECTRONIC WEAPONS TRAINING E.GARCIA (PD)
March 17, 2015	39176	\$945.00	GIERSCH & ASSOCIATES INC	WATER	PRISON SITE INSPECTION OF VALVE MODIFICATION
March 17, 2015	39177	\$167.00	GONZALEZ TOWING & DISMANTALING	WATER	TIRE REPAIR WATER UNIT #2 ,TOWING CHARGE BASS AVE TO CITY YARD M.LEWIS TRUCK
March 17, 2015	39178	\$171.00	KERWEST INC.DBA	GENERAL-WATER-SEWER	LEGAL NOTICE-LOCAL:PLANNING COMMISSION, CLASSIFIED ADVERTISEMENT HELP WANTED:UTILITIES WORKER
March 17, 2015	39179	\$270.00	CALIFORNIA HEART MEDICAL ASSOCIATES	GENERAL	PRE-EMPLOYMENT EKG: O.SEPULVEDA
March 17, 2015	39180	\$45.62	LEAGUE OF CALIFORNIA CITIES	GENERAL	2015 SOUTH SAN JOAQUIN VALLEY DIVISION DUES
March 17, 2015	39181	\$49,716.30	MID VALLEY DISPOSAL INC	STREETS-REFUSE	ROLLOFF EXCHANGE 10 YARD (4) SANITATION CONTRACT-FEBRUARY 2015
March 17, 2015	39182	\$6,000.00	MOUNTAIN VALLEY ENVIORNMENTAL SERVICES	WATER-SEWER	WATER DISTRIBUTION-APRIL 2015
March 17, 2015	39183	\$174.27	AT&T	GENERAL-WATER-SEWER	TELEPHONE SERVICE FOR 559-266-6456
March 17, 2015	39184	\$104.59	PACIFIC WATER RESOURCE	SEWER	FLOAT SWITCH AND FACTORY FREIGHT-LOZANO AIRLIFT STATION
March 17, 2015	39185	\$558.33	PETTY CASH	GENERAL	PETTY CASH EXPENSES: 01/22/2015-03/02/2015,CITY MANAGER'S LUCH MEETING,PUBLIC SAFETY MEETING,GOAL SETTING FOOD & DRINKS
March 17, 2015	39186	\$2,893.32	PROVOST & PRITCHARD	GENERAL	14-15 VTTM NO. 6032,MENDOTA INVESTMENTS PASS THRU,GENERAL PLANNING 14/15 PLANNING SERVICES
March 17, 2015	39187	\$183.66	PROFORCE LAW ENFORCEMENT	GENERAL	TASER HOLSTER X26P BLACK HAWK (PD)

CITY OF MENDOTA  
 CASH DISBURSEMENTS  
 03/10/2015-03/17/2015  
 Check # 39139-39203

March 17, 2015	39188	\$172.84	R.G. EQUIPMENT COMPANY	GENERAL	BLADES FOR MOWER (PARKS)
March 17, 2015	39189	\$595.66	RAMON'S TIRE	GENERAL-SEWER	TIRE INSTALLATION PACKAGE,FRONT END ALIGNMENT (VAN), RADIAL TUBE, TIRE REPAIR & DISK UNIT#43
March 17, 2015	39190	\$240.00	SAN JOAQUIN VALLEY AIR	SEWER	JOHN DEERE DIESEL FIRED EMERGENCY STANDBY GENERATOR (WWTP)
March 17, 2015	39191	\$328.00	SEQUOIA COUNCIL	DONATION	EXPLORER PROGRAM 9109 DUES/LIABILITY FEES 2015 (PD)
March 17, 2015	39192	\$157.77	ROBERT SILVA	GENERAL	REIMBURSEMENT FOR HOTEL EXPENSE-WELL CONFERENCE
March 17, 2015	39193	\$303.64	UNION PACIFIC RAILROAD COMPANY	STREETS	ENCROACHMENT PUBLIC ROADWAY-04/01/2015-04/30/2015
March 17, 2015	39194	\$490.31	TCM INVESTMENTS	GENERAL-WATER-SEWER	LEASE PAYMENT COPY MACHINE: MPC 3503(CITY HALL) MPC5501 LEASE PAYMENT COPY MACHINE (PD)
March 17, 2015	39195	\$9,560.00	TESCO CONTROLS, INC.	GENERAL-WATER	TROUBLESHOOTING SERVICES: 16 HOURS WWTP,IMPLEMENT FIX OF CURRENT COMMUNICATION PROBLEM WP
March 17, 2015	39196	\$355.67	THE FRESNO BEE	GENERAL-WATER-SEWER	NEWSPAPER SUBSCRIPTION:ACCT#567738 03/05/2015-03/02/2016
March 17, 2015	39197	\$207.29	THOMASON TRACTOR COMPANY	GENERAL	FUEL FILTER,OIL FILTER-TRACTOR UNIT #14
March 17, 2015	39198	\$75.00	TWELVE TOES PROMOTIONS	GENERAL-WATER-SEWER	MONTHLY MAINTENANCE FOR FEBRUARY 2015-WEBSITE PAGE
March 17, 2015	39199	\$1,450.49	UNIVAR USA INC	WATER	700 GALLONS ,SOD HYPO LIQUICHLOR & FEES (WP)
March 17, 2015	39200	\$607.20	VETERINARY MEDICAL CENTER	GENERAL	(11) STRAY DOGS EUTHANASIA (1) MEDICAL WASTE FEE (16) STRAY DOGS EUTHANASIA (1)MEDICAL WASTE FEE (6)EUTHENASIA STRAY DOGS (AC)
March 17, 2015	39201	\$301.74	VULCAN MATERIALS COMPANY	STREETS	6.7 TONS CONCRETE DELIVERY & ENVIORNMENTAL FEE-STREET REPAIRS, 7.01 TONS CONCRETE DELIVERY & ENVIORNMENTAL FEE-STREET REPAIRS
March 17, 2015	39202	\$511.74	WEST AMERICA BANK	GENERAL-WATER-SEWER	FOLDING MACHINE PAYMENT-MARCH 2014
March 17, 2015	39203	\$50.40	WECO	WATER	RENTAL CYL ACETYLENE TANKS
		<b>\$334,769.03</b>			

---

---

**AGENDA ITEM**

---

---

TO: Honorable City Council

FROM: Vince DiMaggio, City Manager

SUBJECT: 6<sup>th</sup> Street Improvement Project  
Recommendation for Approval of Engineering Services Agreement

DATE: March 24, 2015

---

**DISCUSSION:**

During previous City Council meetings, staff has presented alternative scopes of work for reconstruction of 6<sup>th</sup> Street, using Gas Tax and FCTA funding. The Council's consensus recommendation has been to reconstruct the entire length of pavement from Oller Street to Derrick Street. In accordance with State and Federal accessibility laws, new accessible curb ramps will be constructed along that same length.

Following up on our agreement with MUSD last summer, the reconstruction of Perez Street to the north end of the new school will be included in this project, and the cost will be reimbursed by the District. Staff has determined that we would be well served to extend that construction to the south line of Lozano Street. The City will pay for the portion from the north line of the school to Lozano, again out of Gas Tax and FCTA funds.

The attached agreement with Provost & Pritchard provides for the necessary surveying, engineering and construction administration. A portion of the plan preparation and construction administration attributed to the Perez Street work (\$6,800.00) will be recovered from the District. Compensation under the agreement will be as follows:

Field Survey	\$ 8,560.00
Plans, Specifications, and Estimate	53,420.00
Construction Administration	35,520.00
Perez Street Improvements (shared 50% with MUSD)	<u>13,600.00</u>
Total Compensation:	\$111,100.00

**RECOMMENDED ACTION:**

That Council authorize approve the attached Provost & Pritchard agreement for the 6<sup>th</sup> Street Improvement Project, in the amount of \$111,100.00.

**FISCAL IMPACT:**

No General Funds will be expensed as part of this action. The Public Works Director has provided a complete budget impact report under separate cover.

February 18, 2015  
(revised 03/05/2015)

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

**Subject: Proposal for Topographic Survey, Engineering and Construction  
Services for 6th Street Reconstruction  
Oller Street to Derrick Avenue**

Dear Vince:

Thank you for the opportunity to submit this proposal to provide topographic surveying, engineering and construction management services for the subject project. This proposal discusses our understanding of the project, recommends a scope of services together with associated fees, deliverables and approximate schedules, sets forth our assumptions, and discusses other services that may be of interest as the project proceeds.

**Project Understanding:**

In an October 2014 meeting, the City Council directed the Public Works Director to proceed with reconstruction of the entire length of Sixth Street from Oller Street to Rio Frio Street, using Gas Tax and FCTA funding. Subsequent to that, at the request of the City, we provided estimates for seven alternatives to expand the limits and/or scope of the project. In February 2015 the City agreed to proceed with the alternative that reconstructed 6<sup>th</sup> Street from Oller Street to Derrick Avenue. Per the Americans With Disabilities Act (ADA), street reconstruction falls under the category of "alteration" and therefore, curb ramps at all intersections will have to be provided where none exist or reconstructed to meet current ADA standards. We have provided below a scope of services that will complete the necessary plans, specifications and estimate (PS&E), and provide construction administration and inspection services.

The City has made an agreement with the School District that the City will incorporate the street improvements that were designed but never constructed on Perez Street adjacent to the new bus turnaround into the City's next street improvement project.

**Scope of Services:**

Our proposed scope of work for this project is segregated into four phases, described below.

### **Phase SUR: Field Survey**

- Perform a topographical field survey to determine horizontal locations and existing elevations of gutter lips, crown elevations, top of curb, valve covers, manhole lids and storm drain inlets.
- Extra detail will be obtained at existing curb returns for use in confirming compliance of existing curb ramps or designing new accessible curb ramps. We will locate existing signs, trees, above ground utilities, and other features that will impact curb ramp design.
- Prepare base map for use by design engineer.

We propose to complete the Field Survey Phase for the lump sum of **\$8,560**.

### **Phase PSE: Final Plans, Specifications, and Estimate for Bidding**

- Contact dry utility providers with services in the area and research maps and information they provide. Incorporate utility infrastructure into base maps.
- Prepare plans, specifications and engineer's opinion of probable construction cost (PS&E). Plans will be single-window plan-and profile, at a scale of 1"=20' to allow for adequate illustration of detail. Specifications will be in CSI format.
- Design of street and drainage improvements, including pavement, striping, and accessible curb ramps.
- We anticipate one preliminary submittal to the City for review when PS&E are approximately 50% complete. This will ensure that we are proceeding in accordance with the City's direction. After review is complete, we will generate 100% plans and request City Council to authorize for bidding purposes.
- Prepare bid package for advertisement. Bid package will include plans, specifications and a separate bidder's package including all necessary documents to be submitted at time of bid opening. We will provide 12 copies of the full size plan set and the project manual.
- Attendance at the pre-bid meeting and job walk.
- Prepare any necessary clarifications and addenda during the bid time resulting from bidder questions.
- Attend and run the bid opening, to be held at the City of Mendota.
- Prepare bid canvass and make recommendation of the lowest responsible, responsive bidder to the City Council and prepare Notice of Award to successful bidder.

We propose to complete the Plans, Specifications, and Estimate Phase for the lump sum of **\$53,420**.

### **Phase CA: Construction Administration and Inspection Services**

- Perform construction administration for the project, including responding to RFIs, reviewing potential requests for change orders, processing of contractor payment requests, coordination with contractor, coordination with City Staff for project updates and scheduling.
- Resident Project Representative to be on site regularly but not full time during construction, and serve as the point of contact with the Contractor. Budgeted time for this is 180 hours (30 hours per week) of on-site construction observation, including travel time.

We propose to complete the Construction Administration Phase for the lump sum of **\$35,520**.

### **Phase MES: Incorporating Mendota Elementary School's Perez Street Improvements**

- Incorporate the School District's plans for Perez Street improvements, including signing, striping and the addition of a new curb ramp on the west side of Perez Street across from the striped crosswalk.
- Incorporate the estimate and specifications into the overall project bid package.
- Extend the limits of pavement reconstruction north to the intersection of Lozano Street. The curb ramps at the southeast and southwest corners of the intersection of Lozano and Perez are being improved in a separate project this summer and therefore, are not part of this project.
- Provide additional construction administration for this work.
- Provide the Resident Project Representative to be on site regularly, but not full time during construction of this work. Budgeted time for this is 20 hours (10 hours per week) of on-site construction observation, including travel time.

The project will be bid together as one package, but there will be two separate bid schedules and the contractor will submit separate invoices for the two aspects of the project.

We propose to complete the Perez Street Improvements Phase for the lump sum of **\$13,600**.

The School District will refund the City half of this amount, plus any costs, such as construction staking, that the City encumbers during construction.

Total Compensation for the services proposed will be **\$111,100**.

### **Schedule:**

Once we receive a signed contract and are authorized to proceed, we will move forward with the above scope and prepare plans and specifications for bidding purposes.



Bidding for the project is anticipated to happen in May of 2015. Construction of improvements is anticipated to begin in early summer of 2015.

**Assumptions:**

- The City will provide video inspection and comments on existing sewer pipes and manholes within the limits of the project and will specifically identify any dilapidated manholes that should be reconstructed as part of this project. At this time, we are not including rehabilitation or redesign of the sewer system in our scope of services.
- No existing wet utilities, such as sewer, water, or storm drain will need to be designed or replaced as a part of this project, other than adjustment of lids and manholes covers to match finished grade.
- The new infrastructure will not be capacity increasing, and is therefore eligible for a Categorical Exemption under CEQA.
- The City will separately retain Technicon to prepare a geotechnical engineering report. Estimated cost of this report is \$7,000 to \$10,000 and is not a part of this proposal.
- No existing curb and gutter will be replaced except at curb returns where accessible ramps will be constructed.
- No sidewalk construction is planned as part of this project except at curb returns where accessible ramps will be constructed.
- This project will not extend into the Caltrans ROW of Highway 180 (Oller Street) or Highway 33 (Derrick Avenue.)
- Construction will last six (6) weeks overall, two (2) of which will also have the School District's Perez Street improvements in progress.
- The design and plans, estimates and specifications of the Perez Street improvements are already done.
- The School District will provide us with the AutoCAD files for the Perez Street improvements.
- Construction surveying (staking) is not included in this proposal, but can be provided at the request of the City.

**Terms and Conditions:**

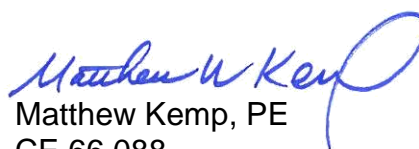
This work will be subject to the terms and conditions in the attached Consultant Services Agreement. If this is acceptable, please sign below and on the attached agreement and return copies of each to our office. These will serve as our Notice to Proceed.

Sincerely Yours,

Provost & Pritchard Consulting Group



Michael L. Osborn, PE  
CE 66,022  
Project Engineer



Matthew Kemp, PE  
CE 66,088  
Vice President

**Terms and Conditions Accepted:**

By the City of Mendota

\_\_\_\_\_  
Signature

\_\_\_\_\_  
Vince DiMaggio  
City Manager

\_\_\_\_\_  
Date

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

**A RESOLUTION OF THE CITY COUNCIL  
OF THE CITY OF MENDOTA AUTHORIZING  
EXECUTION OF A PROFESSIONAL  
SERVICES AGREEMENT FOR THE 6<sup>TH</sup>  
STREET IMPROVEMENT PROJECT**

**RESOLUTION NO. 15-17**

**WHEREAS**, the City of Mendota and the City Engineer have determined that 6<sup>th</sup> Street should be reconstructed between Oller Street and Derrick Street; and

**WHEREAS**, the City intendeds to retain the City Engineer, Provost & Pritchard Engineering Group, Inc., to provide environmental, engineering, surveying and construction administration services necessary to bring the project to construction; and

**WHEREAS**, the City Engineer has submitted a proposal that is acceptable to City staff;

**NOW, THEREFORE, BE IT RESOLVED**, that the City Council of the City of Mendota authorizes the City Manager to approve and execute the proposal received for this project which were presented to the Council at its regular meeting of March 24, 2015; specifically:

Field Survey	\$ 8,560.00
Plans, Specifications, and Estimate	53,420.00
Construction Administration	35,520.00
Incorporating MUSD's Perez Street Improvements	<u>13,600.00</u>
Total Compensation:	\$111,100.00

---

Robert Silva, 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 24<sup>th</sup> of March, 2015 by the following vote:

**AYES:**

**NOES:**

**ABSENT:**

**ABSTAIN:**

---

Matt Flood, City Clerk

---

---

**AGENDA ITEM**

---

---

TO: Honorable City Council

FROM: David McGlasson, City Engineer

VIA: Vince DiMaggio, City Manager

SUBJECT: Community Development Block Grant #13-471  
Access Ramp and City Hall Improvements  
Notice of Completion

DATE: March 24, 2015

---

**DISCUSSION:**

It has been a full year since this construction contract was awarded, and as Council is aware this has been a very difficult project to administer and bring to completion. With much credit to your staff for perseverance, construction is finally complete to the satisfaction of our office and the Director of Public Works, and it is appropriate to file a Notice of Completion.

Despite the extensive delays and rework required along the way, the project was completed on budget and within the available CDBG grant funding. The sole cost increase had to do with unforeseen plumbing work hidden within the restroom walls and floor, which was handled by the Contractor early in the project.

Filing of the Notice of Completion starts the 35-day notice period to any potential leinholders, and will allow us to make final payment to the Contractor in May, ahead of the final closing date for this year's CDBG funding.

**RECOMMENDED ACTION:**

That Council approve filing the Notice of Completion for the subject project, authorize the City Manager to execute the necessary documents and authorize the City Engineer to record the Notice with the County of Fresno Recorder's Office.

**FISCAL IMPACT:**

None.

**RECORDING REQUESTED BY**

AND WHEN RECORDED MAIL TO  
FOR THE BENEFIT OF

Name City of Mendota, City Hall  
Street Address 643 Quince  
City & State Mendota, CA 93640

SPACE ABOVE THIS LINE FOR RECORDER'S USE

**NOTICE OF COMPLETION**

Notice pursuant to Civil Code Section 3093, must be filed within 10 days after completion. (See reverse side for complete requirements.)

Notice is hereby given that:

1. The undersigned is owner or corporate officer of the owner of the interest or estate stated below in the property hereinafter described:

2. The full name of the owner is City of Mendota

3. The full address of the owner is 643 Quince Street, Mendota, CA 93640

4. The nature of the interest or estate of the owner is; In fee.

No recording or filing fee: Government Code Section 6103 and 27383  
(If other than fee, strike "In fee" and insert, for example, "purchaser under contract of purchase," or "lessee")

5. The full names and full addresses of all persons, if any who hold title with the undersigned as joint tenants or as tenants in common are:  
NAMES ADDRESSES

6. A work of improvement on the property hereinafter described was completed on March 7, 2015. The work done was:  
2014 CDBG Ramps and Restroom Improvements.

7. The name of the contractor, if any for such work of improvement was Hobbs Construction, Inc  
April 3, 2014  
(If no contractor for work of improvement as a whole, insert "none") (Date of Contract)

8. The property on which said work of improvement was completed is in the City of Mendota,  
County of Fresno, State of California, and is described as follows: Construction of ADA-compliant curb ramps, reconstruction of City Hall restrooms, construction of new front doors and entry at City Hall

9. The street address of said property is 643 Quince Street, and various on-street locations  
(If no street address has been officially assigned, insert "none".)

Dated: March 24, 2015 Verification for Individual Owner  
Signature of owner or corporate officer of owner named in paragraph 2 or his agent  
Vince DiMaggio, City Manager

**VERIFICATION**

I, the undersigned, say: I am the City Manager, the declarant for the foregoing  
("President of", "Manager of", "A partner of", "Owner of", etc.)

notice of completion; I have read said notice of completion and how the contents thereof; the same is true of my own knowledge.  
I declare under penalty of perjury that the foregoing is true and correct.

Executed on \_\_\_\_\_, 2015, at Mendota, California.  
(Date of signature.) (City where signed.)

The contents of the notice of completion are true.)

\_\_\_\_\_  
Vince DiMaggio, City Manager

**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 NOTICE OF COMPLETION AND  
ACCEPTANCE OF THE CBDG RAMPS  
AND RESTROOM IMPROVEMENT PROJECT**

**RESOLUTION 15-26**

**WHEREAS**, the City of Mendota is the owner of the City Hall building located at 643 Quince Street, Mendota, California, 93640, and

**WHEREAS**, the City of Mendota entered into a contract with Hobbs Construction on March 25, 2014 for the CDBG Ramps and Restroom Improvement project at City Hall; and

**WHEREAS**, Provost & Pritchard and the Public Works Director have accepted the project as satisfactorily complete in accordance with the plans and specifications; and

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

1. The project is accepted as complete and staff is directed to record a "Notice of Completion" for work with the Fresno County Recorder's Office; and
2. Staff is hereby authorized and directed to prepare a warrant for inclusion in the first regular warrant register after the 35-day retention waiting period has been satisfied, following recordation of the Notice of Completion.

---

Robert Silva, 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 24th day of March, 2015, by the following vote:

**AYES:**

**NOES:**

**ABSENT:**

**ABSTAIN:**

---

Matt Flood, City Clerk

---

---

**AGENDA ITEM – STAFF REPORT**

---

---

**TO:** HONORABLE MAYOR AND COUNCILMEMBERS  
**FROM:** CELESTE CABRERA, DEPUTY CITY CLERK  
**VIA:** VINCE DIMAGGIO, CITY MANAGER  
**SUBJECT:** CANCELLATION OF THE APRIL 14, 2015 REGULAR COUNCIL MEETING  
**DATE:** MARCH 24, 2015

---

**BACKGROUND**

Staff is requesting Council consideration to cancel the Tuesday, April 14, 2015 regularly scheduled City Council Meeting due to Mayor Silva and City Manager DiMaggio being in Washington D.C. for the One Voice trip April 11<sup>th</sup>-16<sup>th</sup>, and hold a special City Council meeting on April 21, 2015 to conduct regular business.

**FISCAL IMPACT**

None

**RECOMMENDATION**

Council approval to:

- 1) Cancel the Tuesday, April 14, 2015 meeting; and
- 2) Hold a Special City Council meeting on April 21, 2015; and
- 3) Authorize the City Manager to issue the necessary Warrants.



---

---

**AGENDA ITEM – STAFF REPORT**

---

---

TO: HONORABLE MAYOR AND COUNCILMEMBERS

FROM: MATT LEWIS, PUBLIC UTILITIES DIRECTOR

VIA: VINCE DIMAGGIO, CITY MANAGER

SUBJECT: DETERMINATION BY THE STATE OF AN INCOMPLETE REPORT OF WASTE DISCHARGE MENDOTA WWTP

DATE: MARCH 24, 2015

---

**BACKGROUND**

The City Engineer, Provost & Pritchard (P & P) prepared the Mendota Report of Waste Discharge (RWD) back in July 3, 2012 which was submitted pursuant to the Cease and Desist Order (CDO) R5-2002-0048 that the City received from the State of California for various operational violations back in 2002.

The Central Valley Regional Water Quality Control Board (RWQCB) has just now begun their review of the 2012 RWD. On February 10, 2015 the RWQCB conducted a site visit of the Waste Water Treatment Facility (WWTF) to review the improvements that were completed back in 2011 which addressed these violations. A telephone conference was also held between the State and City Engineer on February 11, 2015 in which the State asked David McGlasson to clarify or explain certain details of the 2012 report.

Between the site visit and conference call, the State decided that the 2012 RWD was incomplete and needed to be revised and a considerable amount of additional information would need to be added to the report before they would consider it complete. This report is a mandatory report and is required to be completed so that the State can issue new Waste Discharge Requirements and a new Monitoring and Reporting Plan for the City.

Provost and Pritchard was under contract back in 2012 to prepare the RWD. This work was paid for under the last Rural Utility Grant which is no longer in effect. As this was not anticipated last year when the current Fiscal Year budget was being prepared, a budget amendment allowing the use of the fund balance from the Sewer Fund (essentially past year's surpluses) is required to address the cost of the report.

## **FISCAL IMPACT**

There will be a cost to the City of \$24,000 for the gathering of information and preparation of the report which will be paid for using a portion of the fund balance from the Sewer Enterprise Fund.

## **RECOMMENDATION**

Staff recommends that the City Council adopt the attached Resolution amending the budget for FY 2014-2015 and authorizing the City Manager to sign the contract with Provost & Pritchard for the preparation of the revised Report of Waste Discharge.

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

**A RESOLUTION OF THE CITY COUNCIL  
OF THE CITY OF MENDOTA AMENDING  
THE BUDGET FOR FISCAL YEAR  
2014-2015 AUTHORIZING THE CITY  
MANAGER TO EXECUTE A CONTRACT  
WITH PROVOST AND PRITCHARD AND  
TO AUTHORIZE THE USE OF FUNDS  
FROM THE SEWER ENTERPRISE FUND  
BALANCE FOR THE PREPARATION OF  
AN UPDATED REPORT OF WASTE  
DICHARGE FOR THE MENDOTA WASTE  
WATER TREATMENT PLANT**

**RESOLUTION 15-27**

**WHEREAS**, The Central Valley Regional Water Quality Control Board has requested additional information and the preparation of a revised Report of Waste Discharge; and

**WHEREAS**, the purpose of the project is to gather additional information and prepare a revised Report of Waste Discharge; and.

**WHEREAS**, in order to avoid a public health emergency, the staff is required to direct the preparation of an amended Report of Waste Discharge, designed specifically for, and required by, the State of California, in order to issue new Waste Discharge Requirements and a new Monitoring and Reporting Program; and

**WHEREAS**, the City Council has reviewed the project, considered public testimony, and has independently determined that in order to protect the health, safety, and welfare of the community, it is appropriate to amend the budget for Fiscal Year 2014-2015 and use funds from the City's Sewer Enterprise Fund balance to complete the preparation of the report specified herein above.

**NOW, THEREFORE, BE IT RESOLVED**, by the City Council of the City of Mendota that the City Council directs staff to use up to \$24,000 in Sewer Enterprise Fund balance funds to complete the preparation of the updated Report of Waste Discharge.

---

Robert Silva, 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 24th day of March, 2015, by the following vote:

**AYES:**

**NOES:**

**ABSENT:**

**ABSTAIN:**

---

Matt Flood, City Clerk

---

---

**AGENDA ITEM – STAFF REPORT**

---

---

**TO:** HONORABLE MAYOR AND COUNCILMEMBERS  
**FROM:** MATT FLOOD, PLANNING AND ECONOMIC DEVELOPMENT MANAGER  
**VIA:** VINCE DIMAGGIO, CITY MANAGER  
**SUBJECT:** COUNCIL DIRECTION REGARDING AN ORDINANCE TO ALLOW TEMPORARY OFF-SITE SIGNS  
**DATE:** MARCH 24, 2015

---

**BACKGROUND**

The City Council recently requested that staff bring back suggestions to revise the ordinance regarding off-site signage.

Currently, any time a business requests to put up a sign, they must fill out an application (including a design drawing of the requested sign) and pay the appropriate fee. Staff then reviews the sign application for compliance with the requirements in the zoning code (MMC Title 17) that relate to the district in which the sign will be displayed.

The MMC does not currently allow advertising structures (which are signs or anything like a sign that advertises a business which is not at the same site as the advertisement structure) except in manufacturing zones. The MMC also limits the proliferation of every kind of sign via provisions that allow only one per street frontage, and only attached to the wall, façade, or roof of the building.

While this was found to be consistent with the zoning codes of the great majority of other cities in California, staff recognizes the merit of considering a temporary use that can help local businesses announce special, one-time events, such as grand openings, new business location, etc.

Staff is therefore proposing that the Council consider an amendment to the zoning ordinance that would allow for a new business to place one off-site temporary sign that could be put up for a duration of no more than 30 days.

Similar to our current process for requesting a permanent sign, these off-site temporary signs would require the submittal of an application that would demonstrate exactly what they plan on installing (size, materials, content, colors, etc.), as well as including the written consent of the owner of the property on which the sign will be placed, and the reason the sign qualifies to be designated as an off-site temporary sign.

If Council would like to consider such an addition to the zoning ordinance, it would need to pass the attached resolution of intention, and then the issue would go to a public hearing in front of the Planning Commission for their evaluation and recommendation.

**FISCAL IMPACT**

Minor cost related to the publishing of public hearing notices for the Planning Commission.

**RECOMMENDATION**

Staff recommends Council adopt Resolution No. 15-28 directing staff to prepare an ordinance that would allow new businesses to place one off site sign, with the written permission of the property owner, and for a maximum period of 30-days.

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

**A RESOLUTION OF THE CITY COUNCIL  
OF THE CITY OF MENDOTA DECLARING  
ITS INTENTION TO PROPOSE AN  
AMENDMENT TO THE ZONING  
ORDINANCE REGARDING OFF-SITE  
SIGNAGE AND ADVERTISING**

**RESOLUTION NO. 15-28**

**WHEREAS**, the City of Mendota is empowered to foster the formation of policies that enrich the community, stimulate the economy, and protect the public in regards to public health and safety; and,

**WHEREAS**, the City is authorized pursuant to Mendota Municipal Code 17.08.040(B) to propose amendments to zoning text ordinances; and

**WHEREAS**, the City continues to implement policies that help local businesses thrive and succeed in the local economy; and

**WHEREAS**, the City Council desires to adjust the current zoning ordinance in order to modify allowances related to signage and advertising; and

**WHEREAS**, the implementation of such a modification would provide a vehicle for local companies to advertise while maintaining an appropriate aesthetic appeal within Mendota for purposes of business attraction.

**NOW THEREFORE, BE IT RESOLVED**, that the City Council of the City of Mendota, hereby declares its intention to propose an amendment to the zoning ordinance related to off-site signs and advertising.

---

Robert Silva, 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 March 24, 2015 by the following vote:

**AYES:**

**NOES:**

**ABSENT:**

**ABSTAIN:**

---

Matt Flood, City Clerk



---

---

**AGENDA ITEM- STAFF REPORT**

---

---

**TO:** HONORABLE MAYOR AND COUNCILMEMBERS

**FROM:** GREGG L. ANDREOTTI, CHIEF OF POLICE

**VIA:** VINCE DIMAGGIO, CITY MANAGER

**SUBJECT:** PURCHASE OF NEW POLICE VEHICLE

**DATE:** MARCH 24, 2015

---

**BACKGROUND:**

Since March 2, 2015, research was conducted to purchase a new 2015 Ford Explorer police patrol vehicle. During said research, information was received that Future Ford of Clovis was in possession of a new/unused 2013 Ford Police Interceptor. It was discovered that Future Ford was wanting to sell the vehicle for a significantly reduced price in order to clear it from its inventory. Mendota Police Department currently has a vehicle of this model in its patrol fleet and is therefore familiar with this resource.

Due to the recent purchase that the department made of the 2015 Ford Explorer being lower than the allocated funds and the cost of the 2013 Ford Police Interceptor being significantly reduced for sale by Future Ford, the City of Mendota is in a position to acquire both vehicles at a substantial savings.

The original factory sticker price for the new/unused 2013 Ford Police Interceptor was \$32,900. Future Ford of Clovis has agreed to a total price of \$19,000; including tax and license fees.

**FISCAL IMPACT:**

The purchase will be financed using the City's line of credit with Westamerica bank. The costs for the purchase and outfitting of one police vehicle will result in a monthly payment of \$706.00 over the next 5 year financing period. This was approved by Council as part of the FY 2014-2015 budget. To add the proposed vehicle to the same financing plan would raise the monthly payment to \$1,069.00/mo.

**RECOMMENDATION:**

Staff recommends that the Council adopt Resolution No. 15-29, approving the purchase of the new 2013 Ford Police Interceptor for use by its Police Department.

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

**A RESOLUTION OF THE CITY COUNCIL OF  
THE CITY OF MENDOTA TO PURCHASE A  
NEW UNUSED 2013 FORD POLICE  
INTERCEPTOR VEHICLE.**

**RESOLUTION 15-29**

**WHEREAS**, the Mendota Police Department is charged with preserving the health and safety of the community of Mendota by providing law enforcement services; and

**WHEREAS**, in order to fulfill this duty to the community, the use of various vehicles are required for transporting, patrolling, and other police activities; and

**WHEREAS**, the opportunity arose to save public funds by purchasing a new unused police vehicle at a significantly reduced price.

**NOW, THEREFORE, BE IT RESOLVED**, by the City Council of the City of Mendota to approve the purchase of a new unused 2013 Ford Police Interceptor from Future Ford of Clovis for up to \$20,000.

---

Robert Silva, 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 24<sup>th</sup> day of March, 2015, by the following vote:

**AYES:**

**NOES:**

**ABSENT:**

**ABSTAIN:**

---

Matt Flood, City Clerk

---

---

**AGENDA ITEM – STAFF REPORT**

---

---

**TO:** HONORABLE MAYOR AND COUNCILMEMBERS  
**FROM:** MATT FLOOD, PLANNING & ECONOMIC DEVELOPMENT MANAGER  
**VIA:** VINCE DIMAGGIO, CITY MANAGER  
**SUBJECT:** SECOND READING AND PUBLIC HEARING OF ORDINANCE NO. 15-02, ADDING AN ALTERNATE MEMBER TO THE PLANNING COMMISSION.  
**DATE:** MARCH 24, 2015

---

**BACKGROUND**

At its March 10<sup>th</sup> regular meeting the City Council performed the first reading of Ordinance No. 15-02 which would add an alternate to the Planning Commission.

Attached is the proposed ordinance and below is the summary of what this ordinance would change.

The main points are:

- The alternate will be able to participate in discussions but cannot vote (or exercise other powers of a Planning Commissioner) unless a Planning Commissioner is absent, including because of recusal due to a conflict of interest.
- The alternate will automatically be appointed as a member of the Planning Commission to fill a mid-term vacancy (due to resignation, death, removal, etc.).
- The alternate member will be appointed every time there is a vacancy. This means that every time members are appointed to serve full terms (immediately after bi-annual elections) and every time there is a mid-term vacancy, the Council will need to appoint a new alternate member. This effectively makes it so that the alternate member's term is, at most, two years. However, there is no limit to the amount of terms one can serve as an alternate.

If this ordinance is adopted, staff would be able to bring an item to Council to install the alternate in late April or early May.

**RECOMMENDATION**

Council perform second reading, public hearing and adoption of Ordinance No. 15-02.

**FISCAL IMPACT**

Minimal increase in the amount paid for stipends, due to the added alternate member, who will be paid for every meeting they attend.

**BEFORE THE CITY COUNCIL  
OF THE  
CITY OF MENDOTA**

**AN ORDINANCE OF THE CITY COUNCIL  
OF THE CITY OF MENDOTA AMENDING  
SECTIONS 2.36.020 AND 2.36.030,  
AND REPEALING AND REESTABLISHING  
SECTION 2.36.080 OF THE MENDOTA  
MUNICIPAL CODE RELATED TO ADDING  
AN ALTERNATE MEMBER TO SERVE ON  
THE MENDOTA PLANNING COMMISSION**

**ORDINANCE NO. 15-02**

**The City Council of the City of Mendota does hereby ordain as follows:**

Section 1. Section 2.36.020 of Chapter 2.36 of Title 2 of the Mendota Municipal Code is hereby amended to read as follows:

2.36.020 - Membership, appointment, and chairman.

- A.** The Mendota Planning Commission shall consist of five members who shall be appointed by the mayor with the approval of the city council. From the members so appointed, one shall be elected by a majority of the members of the commission to serve as chairman, and a second shall be elected by a majority of the members of the commission to serve as vice chairman.
  
- B.** **One additional alternate member shall be appointed to the Planning Commission by the City Council. The alternate member may participate in deliberations, but shall not vote unless at least one commissioner is not in attendance or absent from recusal on a matter due to an actual or potential conflict of interest.**

Section 2. Section 2.36.030 of Chapter 2.36 of Title 2 of the Mendota Municipal Code is hereby amended to read as follows:

2.36.030 - Term.

All members of the planning commission shall be appointed for four-year terms, **except for the alternate member, whose appointment shall be made every time a vacancy occurs, in the manner prescribed by Subsection 2.36.020(B) of this code.**

Section 3. Section 2.36.080 of Chapter 2.36 of Title 2 of the Mendota Municipal Code is hereby repealed in its entirety

Section 4. 2.36.080 of Chapter 2.36 of Title 2 of the Mendota Municipal Code is hereby added, to read in its entirety as follows:

**2.36.080 - Vacancies.**

**A. Vacancies for full terms shall be filled by appointment by the mayor and majority approval of the city council.**

**B. If a vacancy on the Planning Commission occurs for an unexpired term, the alternate member shall automatically be appointed to complete the term, and the City Clerk shall notify the mayor within ten (10) days so that an appointment of an alternate may be made.**

Section 5. The City Council of the City of Mendota hereby finds that the amendments contained herein solely constitute changes to regulations, and do not authorize or approve any development or physical changes. As such, they have no potential to significantly affect the environment, and are therefore not subject to the California Environmental Quality Act (CEQA) as indicated in CEQA Guidelines §15061(b)(3).

Section 6. If any section, subsection, sentence, clause, phrase, or word of this ordinance is for any reason held to be unconstitutional by a court of competent jurisdiction, such decision shall not affect the validity of the remaining portions of this ordinance. The Mendota City Council hereby declares that it would have passed and adopted this ordinance and each and all provisions thereof irrespective of the fact that any one or more of said provisions be declared unconstitutional.

Section 7. Within fifteen (15) days of the adoption of this Ordinance, a summary thereof, including the names of the City Council Members voting for and against it, shall be prepared by the City Attorney for publication in the *Firebaugh-Mendota Journal*, and a certified copy of the Ordinance shall be posted in the office of the City Clerk.

Section 8. This ordinance shall become effective and in full force at 12:00 midnight on the 31<sup>st</sup> day following its adoption.

\* \* \* \* \*

The foregoing ordinance was introduced on the 10<sup>th</sup> day of March, 2015 and duly passed and adopted by the City Council of the City of Mendota at a regular meeting thereof held on the 24<sup>th</sup> day of March, 2015 by the following vote:

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

---

Robert Silva, Mayor

ATTEST:

---

Matt Flood, City Clerk

APPROVED AS TO FORM:

---

Meggin Boranian, City Attorney

---

---

## **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:** MARCH 24, 2015

---

### **STREETS AND ROADS**

- Street sweeping continues per schedule.
- City crews have begun repairing larger sections of damaged roads as time permits

### **PARKS AND PUBLIC BUILDINGS.**

- Crews will begin installing the shade fabric on the newly constructed shade structures at the Rojas Pierce Park so that they can be used during Earth Day and the upcoming summer months..
- Weed abatement at City owned properties is complete.

### **ANIMAL CONTROL**

- Animals impounded: 20
- Animals euthanized: 18
- Animals redeemed by owner: 1
- Graffiti abated: 8
- Citations issued: 2



## **BUILDING PERMITS ISSUED**

- Grading has begun for the next phase of homes on Holmes Street.
- 683 Peach (Solar), 603 Garcia (Solar), 200 Derrick (Site Improvements), 391 K (Plumbing), 661 Pucheu (HVAC), 1143 Pucheu (Lath & Plaster), 278 Valenzuela (Patio), 300 Holmes (Patio), 484 Quince (Plumbing), 806 Lolita (Solar), 627 Garcia (Patio)

## **ADULT OFFENDER WORK PROGRAM**

- The program continues to focus on cleaning and abating weeds in the alleys and right of ways as well as cleaning trash at the Pool Park.

## **STAFFING**

- 6 full time employees
- 5 part time employees

## **FUEL STOCK**

- Unleaded: 6,247 gallons
- Diesel: 2,867 gallons

---

---

## **PUBLIC UTILITY DEPARTMENT REPORT**

---

---

TO: HONORABLE MAYOR AND CITY COUNCIL

FROM: MATT LEWIS, PUBLIC UTILITIES DIRECTOR

SUBJECT: PUBLIC UTILITIES MONTHLY REPORT FOR FEBRUARY

DATE: MARCH 24, 2015

---

### **WATER TREATMENT PLANT**

- All of the filter media has been delivered and is being stored in the shop at the Water Plant. We have replaced the damaged pilot valve and are now working on re-plumbing the air relief lines on the actuator valves. Mike Giersch is working with us in order to get the plant back into operation. The contractor who will be replacing the filter media is scheduled to begin work on the filters in approximately three weeks. He is currently working on two other large water plant projects and will begin on our project as soon as those are finished up.
- I am currently working with a new company who will be able to provide us with our chlorine at a reduced price from what we are receiving now. A new chlorine tank has been ordered from this company and we will assemble the new shade structure around it as soon as the tank is delivered.

### **WASTE WATER TREATMENT PLANT**

- I am working with Provost and Pritchard in assembling the additional required information that the State of California has requested in order to prepare the revised Report of Waste Discharge. Once this report is complete and submitted back into the State we will be able to receive our updated monitoring requirements.
- We have replaced the motor on one of the aerators at the WWTP which was damaged from the PG&E power fluctuations we experienced a few weeks ago. I am compiling the total cost of the repairs and will review it with the City Manager so that we can submit a claim into PG&E for reimbursement for the costs associated with the repairs/replacement in the next week.

## **DISTRIBUTION SYSTEM**

- The SCADA contractor is working on the new control boards, computer programming and control equipment for the SCADA system for both the Prison Booster Station as well as the Lozano lift station. We will be installing new antennas and appurtenances in the next few weeks which are required to complete the SCADA installations.
- We have completed painting all three of the well sites and have installed new drain rock out at each of the wells. We should be in good shape to receive our yearly inspection by the State in the coming months.
- I have ordered the chain cutter that was approved at the last City Council meeting. As soon as it comes in I will schedule training for the staff on how to use the cutter and we will begin the long tedious process of cleaning out our most problematic sewer mains.
- We continue to flush fire hydrants and exercise valves as man power, time and schedule allow.

## **STAFFING**

- 4 full time employees
- 1 part time employee