



CITY OF MENDOTA

"Cantaloupe Center Of The World"

AGENDA

MENDOTA CITY COUNCIL

Regular City Council Meeting

City Council Chambers

643 Quince Street

Mendota, California 93640

March 12, 2024

6:00 PM

VICTOR MARTINEZ

Mayor

LIBERTAD "LIBERTY" LOPEZ

Mayor Pro Tempore

JOSE ALONSO

JOSEPH R. RIOFRIO

OSCAR ROSALES

CRISTIAN GONZALEZ

City Manager

JOHN KINSEY

City Attorney

The Mendota City Council welcomes you to its meetings, which are scheduled for the 2nd and 4th Tuesday of every month. Your interest and participation are encouraged and appreciated. Notice is hereby given that the City 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, 8am-5pm.

In compliance with the Americans with Disabilities Act, individuals requiring special assistance to participate at this meeting please contact the City Clerk at (559) 655-3291 or (559) 577-7692. Notification of at least 48 hours prior to the meeting will enable staff to make reasonable arrangements to ensure accessibility to the meeting.

Si necesita servicios de interpretación para participar en esta reunión, comuníquese con la Secretaria de la Ciudad al (559) 655-3291 o (559) 577-7692 entre las 8am y las 5pm de lunes a viernes. La notificación de al menos 24 horas antes de la reunión permitirá al personal adoptar las disposiciones necesarias para garantizar su participación en la reunión.

CALL TO ORDER

ROLL CALL

FLAG SALUTE

INVOCATION

FINALIZE THE AGENDA

1. Adjustments to Agenda
2. Adoption of final Agenda

PRESENTATIONS

1. Chief of Police Smith to introduce Police Officer Brady Crenshaw and Police Officer Sylvia Vasquez.
2. Keith Bergthold with Regenerate California Innovation, Inc. to provide information on the proposed non-profit organization: Community Energy Fresno.

CITIZENS' ORAL AND WRITTEN PRESENTATIONS

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

City Council Agenda

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March 12, 2024

APPROVAL OF MINUTES AND NOTICE OF WAIVING OF READING

1. Minutes of the regular City Council meeting of February 27, 2024.
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. FEBRUARY 14, 2024 THROUGH FEBRUARY 29, 2024
WARRANT LIST CHECK NOS. 54521 THROUGH 54580
TOTAL FOR COUNCIL APPROVAL = \$682,009.34
2. Proposed ratification of a letter of support for Organización Las Panchas.
3. Proposed adoption of **Resolution No. 24-12**, authorizing the City Manager to release the final payment of retention to Doug Ross, Inc. dba Central Valley Asphalt, the general contractor of the Fleming Avenue & McCabe Avenue Street Reconstruction Project.
4. Proposed adoption of **Resolution No. 24-13**, conditionally approving Exclusive Facility Use Permit Applications submitted by organizations for the exclusive use of City of Mendota facilities for 2024.
5. Proposed adoption of **Resolution No. 24-14**, approving a one-year contract extension with NetXperts for IT managed services and authorizing the City Manager to execute all necessary documents.

DEPARTMENT REPORTS AND INFORMATIONAL ITEMS

1. City Engineer
a) Update
2. City Attorney
3. City Manager

MAYOR AND COUNCIL REPORTS AND INFORMATIONAL ITEMS

1. Council Member(s)
2. Mayor

CLOSED SESSION

1. CONFERENCE WITH LABOR NEGOTIATORS
Pursuant to Government Code sections 54954.5, subdivision (f), 54957.6
 - a. Agency Designated Representative: Cristian Gonzalez, City Manager
 - b. Employee Organization: Mendota Police Officers Association
2. CONFERENCE WITH REAL PROPERTY NEGOTIATORS
Pursuant to Government Code section 54956.8
Property: 1758 7th Street, Mendota, CA 93640
Agency Negotiator: Cristian Gonzalez, City Manager
Negotiating Party: Gabriel Guillen
Under Negotiation: Price and Terms of Payment
3. CONFERENCE WITH LEGAL COUNSEL – ANTICIPATED LITIGATION
Significant exposure to litigation pursuant to paragraph (2) of subdivision (d) of Government Code section 54956.9 (two potential cases).
4. CONFERENCE WITH LEGAL COUNSEL – ANTICIPATED LITIGATION
Initiation of litigation pursuant to paragraph (4) of subdivision (d) of Government Code section 54956.9 (one potential case).
5. CONFERENCE WITH REAL PROPERTY NEGOTIATORS
Pursuant to Government Code section 54956.8
Property: 643 Quince Street, Mendota, CA 93640
Agency Negotiator: Cristian Gonzalez, City Manager
Negotiating Party: United Security Bank
Under Negotiation: Price and Terms of Payment

ADJOURNMENT

CERTIFICATION OF POSTING

I, Celeste Cabrera-Garcia, City Clerk of the City of Mendota, do hereby declare that the foregoing agenda for the Mendota City Council Regular Meeting of Tuesday, March 12 2024, was posted on the outside bulletin board located at City Hall, 643 Quince Street, on Friday, March 8, 2024, by 5:00 p.m.



Celeste Cabrera-Garcia, City Clerk



MINUTES OF MENDOTA REGULAR CITY COUNCIL MEETING

Regular Meeting

February 27, 2024

Meeting called to order by Mayor Martinez at 6:03 PM

Roll Call

Council Members Present: Mayor Victor Martinez, Mayor Pro Tem Libertad “Liberty” Lopez, Council Members Jose Alonso and Joseph Riofrio

Council Members Absent: Council Member Oscar Rosales

Flag salute led by Mayor Martinez

Invocation led by Police Chaplain Ophelia Lugo

Mayor Martinez requested that everyone keep Juan Hernandez in their prayers and requested a moment of silence in honor of Saul Garcia who recently passed away.

FINALIZE THE AGENDA

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

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

PRESENTATIONS

1. City Manager Gonzalez to swear in Finance Director Nora Valdez.

City Manager Gonzalez swore in Finance Director Nora Valdez.

Ms. Valdez thanked the Council and staff for their support and confidence.

2. City Council to honor and recognize the legacy of Gina Ramirez.

Mayor Martinez and the City Council presented a certificate of recognition to the family of Gina Ramirez.

Denise Anguiano thanked the City Council for their support and recognition of her late mother.

Jesse Maldonado spoke in honor of Gina Ramirez.

3. Mid Valley Disposal to present the Recycler of the Year Award to M&M Grocery.

Billie Miller of Mid Valley Disposal shared that M&M Grocery was selected as the Recycler of the Year and shared the work done by M&M Grocery to increase recycling and reduce food waste.

4. City Council to honor and recognize the Drs. Oscar and Marcia Sablan.

Mayor Martinez and the City Council presented Certificates of Recognition to Drs. Oscar and Marcia Sablan.

Drs. Sablan thanked the City Council for the recognition.

At 6:23 p.m. the Council took a recess and reconvened in open session at 6:40 p.m.

CITIZENS ORAL AND WRITTEN PRESENTATIONS

Kevin Romero provided an update on Mendota High School sports.

Carl Castro inquired into which types of mobile trailer homes are permitted under California Accessory Dwelling Unit laws.

Discussion was held on the inquiry made by Mr. Castro.

APPROVAL OF MINUTES AND NOTICE OF WAIVING OF READING

1. Minutes of the regular City Council meeting of January 23, 2024
2. Notice of waiving of the reading of all resolutions and/or ordinances introduced and/or adopted under this agenda.

A motion was made by Mayor Pro Tem Lopez to approve items 1 and 2, seconded by Council Member Riofrio; unanimously approved (4 ayes, absent: Rosales).

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. JANUARY 17, 2024 THROUGH FEBRUARY 1, 2024
WARRANT LIST CHECK NOS. 54339 THROUGH 54480
TOTAL FOR COUNCIL APPROVAL = \$1,430,884.51
2. Proposed approval of **Proclamation No. 24-01**, proclaiming the month of February as Teen Dating Violence Awareness Month and urging all residents of Mendota to work together to end the cycle of violence in our community.
3. Proposed adoption of **Resolution No. 24-06**, accepting a pedestrian easement along the frontage of 757 Marie Street.
4. Proposed adoption of **Resolution No. 24-07**, vacating a portion of the alley abutting APNs 013-230-04, 05, and 37, quitclaiming it to the owners of the abutting parcels, and finding that such vacation does not meet the definition of a project under CEQA guidelines section 15378.
5. Proposed adoption of **Resolution No. 24-08**, updating the United Security Bank authorized signers for City of Mendota bank accounts.
6. Proposed adoption of **Resolution No. 24-09**, approving the First Amended Memorandum of Understanding between the City of Mendota Groundwater Sustainability Agency and the San Joaquin River Exchange Contractors Groundwater Sustainability Agency, the Memorandum of Agreement among the Delta-Mendota Subbasin Groundwater Sustainability Agencies, and the Special Project Agreement for the development of a single Groundwater Sustainability Plan for the Delta-Mendota Subbasin, and authorizing the City Manager to execute all necessary documents.
7. Proposed adoption of **Resolution No. 24-10**, approving the quotes submitted by Jim Manning Dodge and Cook's Communications and authorizing the purchase of three vehicles for the Police Department.

A motion was made by Council Member Riofrio to approve items 1 through 7, seconded by Mayor Pro Tem Lopez; unanimously approved (4 ayes, absent: Rosales).

BUSINESS

1. Council discussion and consideration of appointing a Mendota resident to the Mendota Planning Commission.

Mayor Martinez introduced the item and City Clerk Cabrera-Garcia provided the report.

Discussion was held on the report provided by City Clerk Cabrera-Garcia.

Mayor Martinez opened the public comment period.

Kevin Romero shared his experience working with Ms. Alicia Escobedo and commented in favor of her appointment to the Planning Commission.

Mayor Martinez closed the public comment period.

A motion was made by Council Member Riofrio to approve Mayor Martinez's appointment of Alicia Escobedo to the Planning Commission, seconded by Mayor Pro Tem Lopez; unanimously approved (4 ayes, absent: Rosales).

CITIZENS ORAL AND WRITTEN PRESENTATIONS (CONTINUED)

Mayor Martinez stated that an individual was inadvertently not called to speak under the Citizens Oral and Written Presentations section of the agenda, and invited the individual to speak before the City Council.

Karina Beltran provided an update on the Granja de Favian Project (the "Project"), including its approval as a non-profit organization and inquired into whether the City Council would be able to assist with acquiring a location for the Project.

Discussion was held on the comments made by Ms. Beltran; on reaching out to different governing bodies to assist with acquiring a location for the Project, and on the City's desire to keep the Project in the community.

BUSINESS (CONTINUED)

2. Council discussion and consideration of recommendations for annual budgetary earmark requests.

Mayor Martinez introduced the item and City Manager Gonzalez provided the report.

Discussion was held on the report provided by City Manager Gonzalez; on the need to improve road conditions and lighting throughout the City; and on the funding that was previously earmarked in the State budget for the Community Center Project.

Mayor Martinez opened the public comment period.

Albert Escobedo commented in support of requesting funding to improve road conditions in the City, and on his belief that the City will receive the funding that was previously earmarked in the State budget for the Community Center Project.

Ofelia Ochoa thanked the City Council for their support with the all-inclusive playground; commented in favor of requesting funding for the Community Center Project, and on the need to continue to work with elected officials to improve the community.

Joseph Amador commented on the need for sales tax to improve road conditions in the City; thanked Ramon Gonzalez for his support of City events; and thanked City Manager Gonzalez and Chief Smith for their work.

Mayor Martinez closed the public comment period.

Discussion was held on the Community Center Project; on the Granja de Favian Project; and on State Budgetary issues.

A motion was made by Council Member Riofrio to direct staff to submit a budget request to the Office of State Senator Caballero requesting 20 million dollars to improve road conditions in the City, seconded by Mayor Pro Tem Lopez; unanimously approved (4 ayes, absent: Rosales).

PUBLIC HEARING

1. Council discussion and consideration of **Resolution No. 24-11**, authorizing the placement of special assessments on the 2024/2025 property tax roll for 2023 nuisance abatement costs.

Mayor Martinez introduced the item and Chief of Police Smith provided the report.

Discussion was held on the report provided by Chief Smith.

Mayor Martinez opened the public hearing at 7:35 p.m.

Joseph Amador inquired into whether the City has previously placed special assessments on the property in question, and requested that the City identify the property.

Discussion was held on the inquiry made by Mr. Amador.

Mayor Martinez closed the public hearing at 7:36 p.m.

A motion was made by Council Member Riofrio to adopt Resolution No. 24-11, seconded by Mayor Pro Tem Lopez; unanimously approved (4 ayes, absent: Rosales).

DEPARTMENT REPORTS AND INFORMATIONAL ITEMS

1. City Engineer
 - a) Update

City engineer Osborn provided an update on the Fleming and McCabe Street

Minutes of City Council Meeting 5 February 27, 2024

Reconstruction Project and the Mendota Stormwater Improvement Project.

Discussion was held on the update provided by City Engineer Osborn; on the status of the Derrick and Oller Roundabout project; on funding received for the reconstruction of Divisadero Street; on Congestion Mitigation Air Quality funding that the City received; and on the status of the Citywide railroad improvements.

2. Animal Control, Code Enforcement, and Police Department
 - b) January Monthly Logs

Chief of Police Smith provided an update on the Mendota Police Officer's Association ("MPOA") Valentine's Ball; thanked business owners for their support of the MPOA Valentine's Ball and provided the monthly update for the Code Enforcement and Animal Control Departments.

Discussion was held on the update provided by Chief Smith; the possibility of holding a spay and neuter clinic; on improving the animal control holding facility, including possibly allowing community members to go look at dogs being held at the City's animal control holding facility.

3. City Attorney

City Attorney Kinsey had nothing to report.

4. City Manager

City Manager Gonzalez commented on new Finance Director Valdez; reported on the upcoming joint meeting with the Mendota Unified School District Board of Trustees, and thanked Ramon Gonzalez and businesses for their support of the MPOA Valentine's Ball.

MAYOR AND COUNCIL REPORTS AND INFORMATIONAL ITEMS

1. Council Member(s)

Council Member Alonso thanked everyone in attendance and commented on the farm workers who recently passed away in Madera.

Mayor Pro Tem Lopez stated she was happy to see so many people in attendance; commented on Turning Point closing their office in the City, and welcomed Finance Director Valdez.

Council Member Riofrio commented on trash being left throughout the City; on the importance of monitoring the accumulation of trash in the outer areas of the City, and on the need to improve the East side of the City.

2. Mayor

Mayor Martinez thanked everyone in attendance; welcomed Finance Director Valdez; commented on the streetlight data collection and mapping project; on his desire for a clean and safe city; and on the possibility of the City once again offering a community clean up event.

CLOSED SESSION

1. CONFERENCE WITH LEGAL COUNSEL – EXISTING LITIGATION
Ongoing litigation pursuant to paragraph (1) of subdivision (d) of Government Code section 54956.9 (one case).
City of Mendota v. Ashley Dabbs, et al.
Fresno County Superior Court Case No. 23CECL08924
2. CONFERENCE WITH LABOR NEGOTIATORS
Pursuant to Government Code sections 54954.5, subdivision (f), 54957.6
 - a. Agency Designated Representative: Cristian Gonzalez, City Manager
 - b. Employee Organization: Mendota Police Officers Association
3. CONFERENCE WITH REAL PROPERTY NEGOTIATORS
Pursuant to Government Code section 54956.8
Property: 1758 7th Street, Mendota, CA 93640
Agency Negotiator: Cristian Gonzalez, City Manager
Negotiating Party: Gabriel Guillen
Under Negotiation: Price and Terms of Payment
4. CONFERENCE WITH LEGAL COUNSEL – ANTICIPATED LITIGATION
Significant exposure to litigation pursuant to paragraph (2) of subdivision (d) of Government Code section 54956.9 (one potential case).

At 8:06 p.m. the City Council moved into closed session.

At 9:25 p.m. the City Council reconvened in open session and City Attorney Kinsey stated that in regard to items 1 through 4 of the closed session there were no reportable actions.

ADJOURNMENT

With no more business to be brought before the Council, a motion for adjournment was made at 9:25 p.m. by Mayor Pro Tem Lopez, seconded by Council Member Alonso; unanimously approved (4 ayes, absent: Rosales).

Victor Martinez, Mayor

ATTEST:

Celeste Cabrera-Garcia, City Clerk

DRAFT

CITY OF MENDOTA
CASH DISBURSEMENTS
02/14/2024 - 02/29/2024
CK# 054521 - 054580

Check Date	Check Number	Check Amount	Vendor Name	Department	Description
February 14, 2024	54521	\$ 259,505.06	AVISON CONSTRUCTION INC	SEWER	STORMWATER IMPROVEMENT PROJECT JANUARY 2024
February 14, 2024	54522	\$ 7,244.88	BANKCARD CENTER	GENERAL-WATER-SEWER	CREDIT CARD EXPENSES - 1/3/2024 - 1/24/2024 (3) LAPTOPS, FASTSIGNS, ADOBE MONTHLY PRESCRIPTIONS, DOG FOOD
February 23, 2024	54523	\$ 2,412.00	ACCREDITED SECURITY	GENERAL	(3)TASER X26,(3)STANDARD BATTERY,(3)HOLSTER(PD)
February 23, 2024	52524	\$ 16.20	ACE TROPHY SHOP	GENERAL	NAME PLATE NORA VALDEZ
February 23, 2024	54525	\$ 500.00	ADVANCED COMBAT EVOLUTIONS	GENERAL	COURSE TUITION FOR R.GARIBAY, CUBIAS (PD)
February 23, 2024	54526	\$ 775.92	AFLAC	GENERAL	AFLAC INSURANCE FOR FEBRUARY 2024
February 23, 2024	54527	\$ 31.31	AIRGAS USA, LLC	WATER	RENT CYL IND SMALL CARBON DIOXIDE JANUARY 2024
February 23, 2024	54528	\$ 50.00	ALASKA ASSOCIATION OF MUNICIPA	GENERAL-WATER-SEWER	ATHENIAN DIALOGUE FEE FOR CITY CLERK
February 23, 2024	54529	\$ 222.29	ALERT-Q-LITE	GENERAL	(1)GT 2L HAND SPRAYER, (1)DMAMX1370 SDS-MAX
February 23, 2024	54530	\$ 317.38	ARAMARK	GENERAL-WATER-SEWER	PUBLIC WORKS UNIFORM SERVICE FOR 02/01/2024 AND 2/08/2024
February 23, 2024	54531	\$ 9.52	AUTOZONE, INC.	GENERAL	(1)TWAX CAR WASH-TURTLE WAX CAR WASH (PD)
February 23, 2024	54532	\$ 1,805.00	MADERA DISPOSAL SYSTEMS INC	GENERAL	TICKET#:450417,450418,452214,(60)TONS ANIMAL CNTRL
February 23, 2024	54533	\$ 1,511.26	BADGER METER	WATER	BEACON SERVICES FOR JANUARY 2024
February 23, 2024	54534	\$ 2,324.40	BSK ASSOCIATES	WATER	GENERAL EDT MONTHLY 01/16/2024, 01/30/24 AND 02/06/2024, VW WEEKLY GRAB SAMPLE BOD,TDS 01/16/24, 01/30/2024
February 23, 2024	54535	\$ 187.00	CENTRAL VALLEY	GENERAL	(1)ETHYL ALCOHOL,(1)DRUG SCREEN,(1)THC SCREEN (PD)
February 23, 2024	54536	\$ 556.79	CHEMSEARCH	WATER-SEWER	SERVICE CHARGE- DRAIN MAINTENANCE , (1)STING-X PRO AEROSOL
February 23, 2024	54537	\$ 173.89	CORELOGIC INFORMATION	GENERAL-WATER-SEWER	REAL QUEST SERVICE FOR JANUARY 2024
February 23, 2024	54538	\$ 1,049.41	CORBIN WILLITS SY'S INC.	GENERAL-WATER-SEWER	ENHANCEMENT & SERVICES FEE FEBRUARY 2024-MEN01, MOMS SOFTWARE
February 23, 2024	54539	\$ 12,451.65	DELTA SAND, GRAVEL & RECYCLING	SEWER	STORM/FLOODING:(12)CLASS II AG BASE ROCK
February 23, 2024	54540	\$ 237.00	DEPARTMENT OF JUSTICE	GENERAL	(2) FINGERPRINTS(2)CHILD ABUSE(2) PEACE OFFICER (PD), (3) BLOOD ALCOHOL ANALYSIS (PD)
February 23, 2024	54541	\$ 13,812.35	EMPLOYER DRIVEN INSURANCE SERV	GENERAL	BILLING SUMMARY FOR MARCH 2024, CLAIMS PAID FOR JANUARY 2024
February 23, 2024	54542	\$ 300.00	FRESNO MADERA COUNTIES POLICE	GENERAL	2024 ASSOCIATION DUES K.SMITH (PD)
February 23, 2024	54543	\$ 24,450.05	GAMETIME	GERNRAL	INCLUSIVE PARK- ENGINEERED WOOD FIBER
February 23, 2024	54544	\$ 65.28	VERONICA GIL	GENERAL	ADELANTE MENDOTA- REIMBURSEMENT CARS&COFFEE EVENT
February 23, 2024	54545	\$ 122.90	GRAINGER INC.	GENERAL	(1)UTILITY PUMP 12VDC
February 23, 2024	54546	\$ 1,069.99	GRIESY MOTORSPORTS	GENERAL	REPAIR DONE TO CITY OWN PATROL MOTORCYCLE (PD)
February 23, 2024	54547	\$ 1,191.86	HD SUPPLY WHITE CAP CONSTRUCTI	SEWER	STORM/FLOODING:(2000)14"x26" EMPTY SANDBAGS
February 23, 2024	54548	\$ 1,302.46	ICAD INC.	SEWER	SERVICE AGREEMENT 24081, WORK,TRAVEL- WELL 7
February 23, 2024	54549	\$ 325.00	INSYARATH, KHAMPHOU	GENERAL	POLICE DEPARTMENT STATISTICS FOR JANUARY 2024
February 23, 2024	54550	\$ 168.55	LEAGUE OF CALIFORNIA CITIES	GENERAL	MEMBERSHIP DUES FOR CALANDER YEAR 2024
February 23, 2024	54551	\$ 306.49	LEAF	GENERAL-WATER-SEWER	(2)KYOCERA COPIER SYSTEMS FEBRUARY 2024
February 23, 2024	54552	\$ 698.99	M.C REPAIRS FULL DIAGNOSTIC	GENERAL	2023 DODGE DURANGO- OIL CHANGE (PD) ,2018 FORD EXPLORER- R&R FRONT RIGHT SIGNAL (PD)

CITY OF MENDOTA
CASH DISBURSEMENTS
02/14/2024 - 02/29/2024
CK# 054521 - 054580

February 23, 2024	54553	\$ 782.21	MENDOTA 1 SMOG	GENERAL	2023 DODGE DURANGO- OIL CHANGE (PD), 2019 DODGE CHARGER- OIL CHANGE (PD), 2015 FORD PLCE INT. C & R BRAKE PADS
February 23, 2024	54554	\$ 2,327.36	MUTUAL OF OMAHA	GENERAL	LIFE AD&D,LTD,STD, INSURANCE FOR MARCH 2024
February 23, 2024	54555	\$ 1,758.60	NORTHSTAR CHEMICAL	WATER	(510)GM BULK SODIUM HYPOCHLORITE- 12.5% MILL A
February 23, 2024	54556	\$ 22,860.39	PG&E	GENERAL-WATER--SEWER-STREETS	WATER UTILITIES 1/12/2024-2/12/2024
February 23, 2024	54557	\$ 7,464.00	PRICE PAIGE & COMPANY CERTIFIE	GENERAL-WATER-SEWER-STREETS-REFUSE	JUNE 2023 AUDITED FINANCIAL STATE CONTROLLERS RPRTS
February 23, 2024	54558	\$ 2,976.10	PROVOST & PRITCHARD	GENERAL	PASSTHRU PROF SERV: 647 STEVE HAIR-WESTLAND MAP
February 23, 2024	54559	\$ 2,015.00	PURCHASE POWER	GENERAL-WATER-SEWER	POSTAGE METER REFILL 02/01, 02/08
February 23, 2024	54560	\$ 2,350.00	RRM DESIGN GROUP	GENERAL	MENDOTA COMMUNITY CENTER CONCEPUAL PROGRAM NOVEMBER 2024
February 23, 2024	54561	\$ 2,317.71	SIGNMAX	GENERAL-WATER-SEWER-STREETS	(78)TWO DIGIT NUMBERS 3.5"VINYL,(15)4DIGET 3.5", (8)18X6 ALUM WHT/GREEN- ROWE AVE,KATE CT,CASTANEDA
February 23, 2024	54562	\$ 1,753.90	THE HOME DEPO	GENERAL-WATER-SEWER-STREETS	(8)16FT PREMIUM FIR,(11)CA LUMBER FEE,(2)BEHR PPE,(3)20FT PREMIUM FIR, (1)25FT CAT6 BLACK PATCH CABLE ,(3)70G CLEAR TOTE
February 23, 2024	54563	\$ 3,693.75	THOMASON TRACTOR COMPANY	WATER-SEWER-STREETS	(1)OIL FILTER,(1)SEAL - 544 J, (1)FILER ELEMENT - LOADER, JD TRACTOR- HOOD AL175392
February 23, 2024	54564	\$ 600.00	UNITED HEALTH CENTERS	GENERAL-WATER-SEWER	(2)PRE-EMPLOYMENT PHYSICAL EXAM, (1)PRE-EMPLOYMENT PHYSICAL EXAM
February 23, 2024	54565	\$ 152.77	UNIFIRST CORPORATION	GENERAL-WATER-SEWER	(1)WET MOP LARGE,(2)MOPS UNFRAMED,(40)TERRY CLOTHS
February 23, 2024	54566	\$ 382.05	USA BLUEBOOK	SEWER	(1)APPLIED MATH FOR WASTEWATER OPERATORS WWRKBK, APPLIED MATH FOR WATER PLANT, OPERATORS:WORKBOOK
February 23, 2024	54567	\$ 2,155.09	VERIZON WIRELESS	GENERAL-WATER-SEWER	CITYWIDE CELL SERVICE FOR 01/07/2024-02/06/2024
February 23, 2024	54568	\$ 150.00	VORTAL	GENERAL-WATER-SEWER	HOSTING & MAINTENANCE WEBSITE FEBRUARY 2024
February 28, 2024	54569	\$ 149,992.00	CITY OF MENDOTA PAYROLL	GENERAL	PAYROLL TRANSFER 2/12/2024-2/25/2024
February 29, 2024	54570	\$ 33,038.80	AETNA LIFE INSURANCE COMPANY	GENERAL	MEDICAL INSURANCE FOR MARCH 2024
February 29, 2024	54571	\$ 152.25	ARAMARK	GENERAL-WATER-SEWER	PUBLIC WORKS UNIFORM SERVICE FOR 2/22/2024
February 29, 2024	54572	\$ 1,061.64	AT&T MOBILITY	GENERAL	POLICE DEPARMENT CELL SERVICE 1/12/2024-2/11/2024
February 29, 2024	54573	\$ 200.00	DATA TICKET, INC.	GENERAL	DAILY CITATION PROCESSING DAILY NOTICE NOVEMBER 2023
February 29, 2024	54574	\$ 1,996.00	GIL'S FLOWERS	GENERAL	ADELANTE MENDOTA DECORATIONS FOR VALENTINES DANCE
February 29, 2024	54575	\$ 752.73	GRAINGER INC.	WATER	(1)AIR COMPRESSOR MOTOR,5HP,3600 PRM-WTP
February 29, 2024	54576	\$ 7,000.00	GUERRERO UNDERGROUND UTILITIES	WATER	INSTALL SHORINGS ON TRENCH ON 1300 2ND STREET
February 29, 2024	54577	\$ 28.68	MENDOTA COMMUNITY CORPORATION	GENERAL	2023 FIREWORK SHOW BANNER REFUND
February 29, 2024	54578	\$ 97,237.03	MID VALLEY DISPOSAL, INC	REFUSE-STREETS	SANITATION CONTRACT FOR JANUARY 2024, REFUSE SERVICE FOR PUBLIC WORKS JAN 16-31 2024, PUBLIC WORKS REFUSE SERVICE
February 29, 2024	54579	\$ 10.32	MUTUAL OF OMAHA	GENERAL	LIFE AD&D,LTD,STD,INSURANCE FOR MARCH 2024
February 29, 2024	54580	\$ 1,606.08	ERNEST PACKING SOLUTIONS	GENERAL-WATER-SEWER	(3)CT Y-NOTCH RT 800"WHITE,(6) CAN LINER 36X58

\$ 682,009.34



CITY OF MENDOTA

"Cantaloupe Center Of The World"

March 4, 2024

Binational of Central California
1241 East Shaw Avenue
Fresno, CA 93640

Re: Letter of Support for Organización Las Panchas

Dear Binational of Central California:

On behalf of the City of Mendota and the Mendota City Council, I write to you in support of the grant application submitted by Organización Las Panchas for the HEAR US funding opportunity, to help provide behavioral and mental health resources to the communities throughout the Central Valley, including the City of Mendota.

Organización Las Panchas has continuously demonstrated impassioned advocacy, leadership, and outreach by bridging the gap between community organizations and members by going above and beyond to ensure that communities are aware of the vital resources that are available to them. The organization holds regular meetings with the public and invites representatives from community organizations to share information on the resources they offer, it conducts home-visits to farmworkers to provide information about available resources firsthand, and it attends a variety of events to engage the public and link them to wrap-around services. Moreover, Organización Las Panchas continuously advocates for causes that are important to the community, including enhancing available resources for English Learner students and children with special needs. The organization recently played a vital role in developing an all-inclusive playground in the City of Mendota, ensuring that children of all abilities and their families are able to play together.

The dedicated individuals who comprise of Organización Las Panchas strive to serve the public with integrity and transparency, leading them to build and maintain deep-rooted partnerships that better serve communities. By being selected as a recipient of the HEAR US funding opportunity, the organization will greatly increase their ability to help the communities they serve, and have a lasting, positive impact.

On behalf of the community of Mendota, we wholeheartedly ask that you consider the application submitted by Organización Las Panchas.

Sincerely,

Victor Martinez
Mayor
City of Mendota

AGENDA ITEM – STAFF REPORT

TO: HONORABLE MAYOR AND COUNCILMEMBERS
FROM: MICHAEL OSBORN, PE – CITY ENGINEER
VIA: CRISTIAN GONZALEZ, CITY MANAGER
SUBJECT: AUTHORIZING THE CITY MANAGER TO RELEASE THE FINAL PAYMENT OF RETENTION TO DOUG ROSS, INC. DBA CENTRAL VALLEY ASPHALT, THE GENERAL CONTRACTOR FOR THE FLEMING AVENUE AND MCCABE AVENUE STREET RECONSTRUCTION PROJECT
DATE: MARCH 12, 2024

ISSUE

Should the City Council adopt Resolution No. 24-12, authorizing the City Manager to release the final payment of retention to Doug Ross, Inc. dba Central Valley Asphalt, the general contractor for the Fleming Avenue and McCabe Avenue Street Reconstruction Project?

BACKGROUND

The City of Mendota (“City”) budgeted the use of Road Maintenance and Rehabilitation Account (“SB1/RMRA”) funding for the construction of the Fleming Avenue and McCabe Avenue Street Reconstruction Project (“Project”) to reconstruct these streets between Rowe Avenue and Sorensen Avenue as well as a portion of Sorensen Avenue between Holmes Avenue and McCabe Avenue.

City Council Resolution No. 23-79 authorized the award of the construction contract for the Project to Doug Ross, Inc. dba Central Valley Asphalt (“Contractor”). On February 5, 2024, the Project was found to be substantially complete and on February 28, 2024, the Notice of Completion was recorded by the Fresno County Recorder as Document Number 2024-0017388.

Following recordation of the Notice of Completion, a 35-day waiting period commenced during which any stop notices or liens may be filed against the contractor.

ANALYSIS

To the best of staff’s knowledge, no liens or stop notices have been filed prior to nor during the 35-day waiting period; therefore, payment of the retention may be made in full.

FISCAL IMPACT

Final payment, including retention, of \$20,897.80 was included in the fee of the awarded contract for the Project as well as the approved budget for Fiscal Year 2023-2024, utilizing SB1/RMRA funds (local Street Funds). This project will not impact the General Fund.

RECOMMENDATION

Staff recommends that the City Council adopt Resolution No. 24-12, authorizing the City Manager to release the final payment of retention to Doug Ross, Inc. dba Central Valley Asphalt, the general contractor for the Fleming Avenue and McCabe Avenue Street Reconstruction Project.

Attachment:

1. Resolution No. 24-12

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

RESOLUTION NO. 24-12

**A RESOLUTION OF THE CITY COUNCIL OF THE CITY OF MENDOTA
AUTHORIZING THE CITY MANAGER TO RELEASE THE FINAL PAYMENT OF
RETENTION TO DOUG ROSS, INC. DBA CENTRAL VALLEY ASPHALT, THE
GENERAL CONTRACTOR FOR THE FLEMING AVENUE AND McCABE AVENUE
STREET RECONSTRUCTION PROJECT**

WHEREAS, City of Mendota ("City") City Council Resolution No. 23-79 authorized the award of the Fleming Avenue and McCabe Avenue Street Reconstruction Project ("Project"), construction contract to Doug Ross, Inc. dba Central Valley Asphalt ("Contractor"); and

WHEREAS, on February 5, 2024, this Project was found to be substantially complete; and

WHEREAS, the Notice of Completion was filed with the Fresno County Recorder on February 28, 2024, as Document No. 2024-0017388; and

WHEREAS, during the portion of the required 35-day waiting period that has elapsed to date, no stop notices or liens have been filed with the City against the Contractor in relation to this Project; and

WHEREAS, payment of the full contract amount, including retention, was included in the approved budget for Fiscal Year 2023-2024 to be paid for from Road Maintenance and Rehabilitation Account ("SB1/RMRA") funds available for use to repair and maintain local streets.

NOW, THEREFORE, BE IT RESOLVED, that the City Council of the City of Mendota hereby authorizes the release of the final payment of retention in the amount of \$20,897.80 to Doug Ross, Inc. dba Central Valley Asphalt, for this project after the completion of the 35-day waiting period with no notices having been filed with the City.

Victor Martinez, Mayor

ATTEST:

I, Celeste Cabrera-Garcia, City Clerk of the City of Mendota, do hereby certify that the foregoing resolution was duly adopted and passed by the City Council at a regular meeting of said Council, held at the Mendota City Hall on the 12th day of March, 2024, by the following vote:

AYES:

NOES:

ABSENT:

ABSTAIN:

Celeste Cabrera-Garcia, City Clerk

AGENDA ITEM – STAFF REPORT

TO: HONORABLE MAYOR AND COUNCILMEMBERS
FROM: ANTONIO PIZANO, DEPUTY CITY CLERK
VIA: CRISTIAN GONZALEZ, CITY MANAGER
SUBJECT: CONDITIONALLY APPROVING EXCLUSIVE FACILITY USE PERMIT APPLICATIONS
SUBMITTED BY ORGANIZATION FOR THE EXCLUSIVE USE OF CITY OF MENDOTA
FACILITIES FOR 2024
DATE: MARCH 12, 2024

ISSUE

Shall the City Council adopt Resolution No. 24-13, conditionally approving Exclusive Facility Use Permit Applications submitted by organization for the exclusive use of City of Mendota facilities for 2024?

BACKGROUND

The Mendota Municipal Code (“MMC”) Section 12.20.050 requires that Exclusive Facility Use Permit Applications (“Application(s)”) be filed with the City of Mendota (“City”) annually during the month of February and be considered by the City Council at its first meeting in March. Any applications submitted after this will be secondary to these permits and may be approved administratively by the City Manager, or their designee.

ANALYSIS

Attached to Resolution No. 24-13 are all of the Exclusive Facility Use Permit Applications (“Applications”) that were submitted by organizations to reserve use of various City facilities. As of the February 29, 2024 application deadline, eleven (11) Applications were received by the City for the exclusive use of a City facility for events that will benefit the community and its residents.

If approved by the City Council, the Applicants will need to satisfy all conditions of approval set forth in the attached list and any additional conditions that may be imposed by staff to ensure the safety and maintenance of City facilities and the community, and in order to hold the requested events. Moreover, in effort to establish and maintain consistency and fair treatment of all non-profit organizations submitting an Application, any fees waived are in accordance to the City’s Administrative Policies (“Policy(ies)”) attached as Exhibits “C” and “D” to Resolution No. 23-15. Although the City strives to support non-profit organizations by waiving certain fees in accordance with City Policies, it is important to note that the event organizer is still responsible for ensuring all other costs associated with their event are paid. For a summary of all Applications, conditions of approval, and associated fees, please consult Exhibit “B” to Resolution No. 24-13.

FISCAL IMPACT

General Fund will gain \$3,254.00 if all applicable fees are paid. Any waiver of fees may adversely impact the General Fund if the City is responsible to provide services that are not reimbursed by the event organizer.

RECOMMENDATION

Staff recommends that the City Council adopt Resolution No. 24-13, conditionally approving Exclusive Facility Use Permit Applications submitted by organizations for the exclusive use of City of Mendota facilities for 2024.

Attachments:

1. Resolution No. 24-13
2. Exhibit "A" – Applications
3. Exhibit "B" – Overview of Applications
4. Exhibit "C" - Administrative Policy Number 2004.01, Event Permit for Non-Profit Organizations
5. Exhibit "D" – Administrative Policy, City Participation in Community Events

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

RESOLUTION NO. 24-13

**A RESOLUTION OF THE CITY COUNCIL OF THE CITY OF MENDOTA
CONDITIONALLY APPROVING EXCLUSIVE FACILITY USE PERMIT
APPLICATIONS SUBMITTED BY ORGANIZATIONS FOR THE EXCLUSIVE USE OF
CITY OF MENDOTA FACILITIES FOR 2024**

WHEREAS, the City of Mendota (the “City”) allows organizations to use its park and recreation facilities to hold community gatherings, events, and recreation activities; and;

WHEREAS, Chapter 12.20 of the Mendota Municipal Code (“MMC”) governs the public’s use of City-owned parks and recreation areas; and

WHEREAS, MMC section 12.20.050 requires that Exclusive Facility Use Permit Applications (“Application(s)”) be filed with the City annually during the month of February, and be considered by the City Council at its first meeting in March; and

WHEREAS, as of the February 29, 2024 Application deadline, eleven (11) Applications were received by the City for the exclusive use of a City facility for events that will benefit the community and its residents; and

WHEREAS, applicants must comply with the MMC and Administrative Policy Number 2004.01, attached hereto as Exhibit “C,” which states Mendota-based non-profit organizations may have one Community Event or Street Fair permit fee waived in any given calendar year and each additional permit in that same calendar year will be subject to a 50% discount; and

WHEREAS, applicants must also comply with Administrative Policy - City Participation in Community Events, attached hereto as Exhibit “D,” which states the City shall host the events listed in the Policy; and

WHEREAS, applicants must also obtain all necessary permits and required licenses and comply with all applicable local and state laws; and

WHEREAS, the City Council has reviewed the Applications included in Exhibit “A,” and considered all conditions listed in Exhibit “B,” each of which is attached hereto and made part hereof by this reference, and has independently determined that the requested City facility uses are a benefit to the community and its residents.

NOW, THEREFORE, BE IT RESOLVED, by the City Council of the City of Mendota that the City Council hereby approves the Applications listed in Exhibit “A,” subject to the conditions contained in Exhibit “B,” and as follows:

1. The City Manager, or their designee, may impose additional conditions on these approvals as needed to ensure the safety and maintenance of City facilities and the community. The City Manager, or their designee, is hereby granted the appropriate discretion and authority to make such determinations.
2. The Applicants are required to submit any required documentation and fees for final approval no later than two (2) weeks before the first use of the requested City facility and must receive full written approval from the City Manager, or their designee, prior to utilizing the requested City facility.

Victor Martinez, Mayor

ATTEST:

I, Celeste Cabrera-Garcia, City Clerk of the City of Mendota, do hereby certify that the foregoing resolution was duly adopted and passed by the City Council at a regular meeting of said Council, held at the Mendota City Hall on the 12th day of March, 2024, by the following vote:

AYES:

NOES:

ABSENT:

ABSTAIN:

Celeste Cabrera-Garcia, City Clerk

EXHIBIT A



City of Mendota
Facility Use Application
 643 Quince Street
 Mendota, California 93640
 Phone: (559) 655-3291 ♦ Fax: (559) 655-4064

APPLICANT INFORMATION

Applicant Name: Central California Food Bank
 Address: [REDACTED]
 Sponsoring Organization (if applicable): _____
 If applicable, is the Sponsoring Organization a registered non-profit organization? ☐ No ☐ Yes
 Telephone: [REDACTED] Email: [REDACTED]

FACILITY REQUEST INFORMATION

Facility(ies) Requested (Check all applicable boxes):

Rojas-Pierce Park Sport Fields

- ☐ Benny Mares Sr. Baseball Field
- ☐ New Baseball Field
- ☐ Danny Trejo Soccer Field
- ☐ Daniel "Gordo" Porras Youth Soccer Field
- ☐ Eddie Porras Basketball Court(s)
- ☐ David Daniel Skate Park
- ☐ Baseball Field Concession Stand

Rojas-Pierce Park

- ☒ Main Pavilion - Requesting only parking lot
- ☐ Concession Stand
- ☐ Dining Area
- ☐ Picnic Area(s) Confirmed via phone call
- ☐ Group BBQ Area
- ☒ Other: Parking Lot on 4/4/24 (AP)

Other Parks & Facilities

- ☐ Lindgren-Lozano Park
- ☐ Veterans Park
- ☐ La Colonia Park
- ☐ Pool Park
- ☐ Other: _____

EVENT DETAILS

Purpose: Food Distribution
 Date(s): 2nd & 4th Thursday of every month Time(s): 8am - 12pm
 Estimated Number of Attendees: 150 - 250

Will there be an admission fee for the event? ☒ No ☐ Yes *If yes, list the amount and the reason for this fee:* _____

Will alcoholic beverages be sold/served at the event? ☒ No ☐ Yes
If yes, please see instructions page for requirements regarding alcohol.

Will there be a live band, DJ, other purveyor of music, and/or amplified sound equipment?
☒ No ☐ Yes *If yes, please see instructions page for requirements regarding noise.*

Will any businesses be contracted to present, produce, or otherwise be involved in the event, activity, or entertainment during the event? ☒ No ☐ Yes
If yes, please see instructions page for requirements regarding businesses.

Does the event have a Promoter? ☒ No ☐ Yes
If yes, list the name, telephone and address of the promoter on the line below and see instructions page for requirements regarding businesses.

Will the event generate proceeds/revenue or serve as a fundraiser? ☒ No ☐ Yes
If yes, list the individual(s)/organization(s) that will receive proceeds and how they will be divided:

Describe how the event will benefit the community of Mendota.

Free Food Distribution for the Community. Help stop hunger

Provide a description of the event, including but not limited to: 1) All entertainment and activities that will occur, 2) Any equipment/vehicles that will be used and the nature and times of use of such equipment, 3) the nature and duration of the use of any amplified sound equipment, and 4) Any additional information that will assist the City of Mendota in considering the application.

Items that are not mentioned below will not be permitted. You may add additional pages, if necessary.

5-6 tables, 2-4 chairs

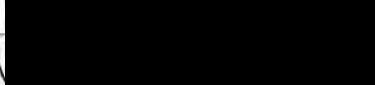
AGREEMENT AND RELEASE OF LIABILITY

The Applicant has read the Facility Use Application Instructions Page and has been instructed to review all regulations and requirements for events contained in City of Mendota ("City") Administrative Policies, forms, and in the Mendota Municipal Code ("MMC"). The Applicant understands and agrees to comply with all Local, State, and Federal requirements, regulations, and conditions for conducting the event on any facilities owned by the City. The Applicant also understands that failure to comply with all Local, State, and Federal requirements, regulations, and conditions will result in the forfeiture of any deposits paid related to the event and possible denial of future applications.

The Applicant agrees to indemnify the City and its agents, employees, and officers against any and all liability, losses, claims, damages, fees of attorneys, and other expenses which the City or its agents, employees, or officers, may sustain or incur in consequence of the use by Applicant of the facilities or arising out of any act or activity conducted by the Applicant on facilities owned by the City, including, but not limited to, sums paid or incurred in connection with claims, suits, or judgment or paid or incurred in attempting to procure release from liability for any person injured as a result of the activities referred to herein. In addition, Applicant agrees to defend and hold harmless the City, its employees, agents, and officers against any and all claim, loss, damage, or liability arising out of any conduct by Applicant on the facilities owned by the City.

Dated: 1/3/2024

Angela Vu
Print Name


Signature

For City of Mendota Staff Use Only

Application Status: ☒ Approved

☐ Denied


Permit No.: 24-02

Conditions of Approval:

Approved through February City Council will consider the remaining dates at a future meeting.

Dated: 1/4/24

Cristian Gonzalez
Staff Name


Staff Signature

Police Department Conditions

Security/Safety Conditions of Approval (if applicable):

Dated: 1-4-24

KEVIN W. SMITH
Staff Name


Staff Signature



CERTIFICATE OF LIABILITY INSURANCE

DATE (MM/DD/YYYY)
07/27/2023

THIS CERTIFICATE IS ISSUED AS A MATTER OF INFORMATION ONLY AND CONFERS NO RIGHTS UPON THE CERTIFICATE HOLDER. THIS CERTIFICATE DOES NOT AFFIRMATIVELY OR NEGATIVELY AMEND, EXTEND OR ALTER THE COVERAGE AFFORDED BY THE POLICIES BELOW. THIS CERTIFICATE OF INSURANCE DOES NOT CONSTITUTE A CONTRACT BETWEEN THE ISSUING INSURER(S), AUTHORIZED REPRESENTATIVE OR PRODUCER, AND THE CERTIFICATE HOLDER.

IMPORTANT: If the certificate holder is an ADDITIONAL INSURED, the policy(ies) must have ADDITIONAL INSURED provisions or be endorsed. If SUBROGATION IS WAIVED, subject to the terms and conditions of the policy, certain policies may require an endorsement. A statement on this certificate does not confer rights to the certificate holder in lieu of such endorsement(s).

PRODUCER Relation Ins. Services of Central California, Inc. 7673 N. Ingram Avenue Suite 103 Fresno CA 93711		CONTACT NAME: Sara Wilson PHONE (A/C, No, Ext): (559) 222-0300 FAX (A/C, No): (559) 222-9960 E-MAIL ADDRESS: sara.wilson@relationinsurance.com	
INSURED Central California Food Bank Fresno CA 93725		INSURER(S) AFFORDING COVERAGE INSURER A: Philadelphia Indemnity Insurance Company INSURER B: Zenith Ins Co INSURER C: INSURER D: INSURER E: INSURER F:	

COVERAGES

CERTIFICATE NUMBER: 23/24 GL/AU/UMB/WC

REVISION NUMBER:

THIS IS TO CERTIFY THAT THE POLICIES OF INSURANCE LISTED BELOW HAVE BEEN ISSUED TO THE INSURED NAMED ABOVE FOR THE POLICY PERIOD INDICATED, NOTWITHSTANDING ANY REQUIREMENT, TERM OR CONDITION OF ANY CONTRACT OR OTHER DOCUMENT WITH RESPECT TO WHICH THIS CERTIFICATE MAY BE ISSUED OR MAY PERTAIN, THE INSURANCE AFFORDED BY THE POLICIES DESCRIBED HEREIN IS SUBJECT TO ALL THE TERMS, EXCLUSIONS AND CONDITIONS OF SUCH POLICIES. LIMITS SHOWN MAY HAVE BEEN REDUCED BY PAID CLAIMS.


INSR LTR	TYPE OF INSURANCE	ADDL INSD	SUBR VWD	POLICY NUMBER	POLICY EFF (MM/DD/YYYY)	POLICY EXP (MM/DD/YYYY)	LIMITS
A	<input checked="" type="checkbox"/> COMMERCIAL GENERAL LIABILITY <input type="checkbox"/> CLAIMS-MADE <input checked="" type="checkbox"/> OCCUR GEN'L AGGREGATE LIMIT APPLIES PER: <input checked="" type="checkbox"/> POLICY <input type="checkbox"/> PROJECT <input type="checkbox"/> LOC OTHER:	Y		PHPK2584005	08/03/2023	08/03/2024	EACH OCCURRENCE \$ 1,000,000 DAMAGE TO RENTED PREMISES (Ea occurrence) \$ 100,000 MED EXP (Any one person) \$ 10,000 PERSONAL & ADV INJURY \$ 1,000,000 GENERAL AGGREGATE \$ 2,000,000 PRODUCTS - COMP/OP AGG \$ 2,000,000
A	<input checked="" type="checkbox"/> AUTOMOBILE LIABILITY <input checked="" type="checkbox"/> ANY AUTO OWNED AUTOS ONLY <input checked="" type="checkbox"/> HIRED AUTOS ONLY <input type="checkbox"/> SCHEDULED AUTOS NON-OWNED AUTOS ONLY			PHPK2584005	08/03/2023	08/03/2024	COMBINED SINGLE LIMIT (Ea accident) \$ 1,000,000 BODILY INJURY (Per person) \$ BODILY INJURY (Per accident) \$ PROPERTY DAMAGE (Per accident) \$
A	<input checked="" type="checkbox"/> UMBRELLA LIAB <input type="checkbox"/> EXCESS LIAB DED <input checked="" type="checkbox"/> RETENTION \$ 10,000			PHUB875132	08/03/2023	08/03/2024	EACH OCCURRENCE \$ 2,000,000 AGGREGATE \$ 2,000,000
B	<input checked="" type="checkbox"/> WORKERS COMPENSATION AND EMPLOYERS' LIABILITY ANY PROPRIETOR/PARTNER/EXECUTIVE OFFICER/MEMBER EXCLUDED? (Mandatory in NH) If yes, describe under DESCRIPTION OF OPERATIONS below	Y/N N	N/A	Z135108406	07/01/2023	07/01/2024	<input checked="" type="checkbox"/> PER STATUTE <input type="checkbox"/> OTHER E.L. EACH ACCIDENT \$ 1,000,000 E.L. DISEASE - EA EMPLOYEE \$ 1,000,000 E.L. DISEASE - POLICY LIMIT \$ 1,000,000

DESCRIPTION OF OPERATIONS / LOCATIONS / VEHICLES (ACORD 101, Additional Remarks Schedule, may be attached if more space is required)

RE: VARIOUS FOOD DISTRIBUTIONS/NEIGHBORHOOD MARKETS/USDA ROJAS PIERCE PARK, 297 SAN PEDRO ST, MENDOTA CA 93640
"When required by written contract" CERT HOLDER IS INCLUDED AS AN ADDITIONAL INSURED AS RESPECTS TO GENERAL LIABILITY PER GLPIGLDHS1011 ATTACHED

CERTIFICATE HOLDER

CANCELLATION

CITY OF MENDOTA 643 QUINCE ST MENDOTA CA 93640	SHOULD ANY OF THE ABOVE DESCRIBED POLICIES BE CANCELLED BEFORE THE EXPIRATION DATE THEREOF, NOTICE WILL BE DELIVERED IN ACCORDANCE WITH THE POLICY PROVISIONS. AUTHORIZED REPRESENTATIVE 
--	---

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Contact Person: Brother Jay - 554-373-1024

2024

January						
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FUA 24-03

City of Mendota
Facility Use Application Instructions
643 Quince Street
Mendota, California 93640
Phone: (559) 655-3291 ♦ Fax: (559) 655-4064



A Facility Use Permit is required for use of any facilities owned by the City of Mendota ("City") for any pre-advertised assembly or by groups of 25 or more people. Rates and fees are subject to change upon City Council approval. City sponsored/co-sponsored events will take precedence and may bump other reserved events. To obtain copies of fee schedules, forms, and policies and to view the Mendota Municipal Code ("MMC"), please contact Mendota City Hall ("City Hall") at (559) 655-3291 or visit the City's website at ci.mendota.ca.us.

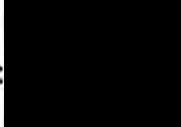
Process for Completing the Facility Use Application:

1. **Fill Out Facility Use Application And Sign It:** Fill out the application as completely as possible and read the "Agreement and Release of Liability" section on the last page of the application and sign it. You will also need to initial the bottom of this Application Instructions Page. If you have any questions regarding the application, contact City Hall at (559) 655-3291. For additional information regarding the Facility Use Application ("Application") process, including the annual exclusive use process, please refer to MMC Chapter 12.20.
2. **Turn In Facility Use Application To City Hall:** Once the Application has been completed it must be turned in to City Hall, 643 Quince Street, Mendota, CA 93640. If you would prefer to submit the Application electronically, please call City Hall to obtain the e-mail address to send the application to.
3. **Getting Facility Use Application Approved:** Within 10 working days, unless otherwise noted, of the date all applicable paperwork has been turned in to City Hall, you will be notified via mail (and e-mail, if applicable) of the status of your application. If your application is approved, you will be provided a copy of the Application (which contains the conditions of approval), any other required permit/license applications, and an invoice for the fee/deposit required. If payment of deposit is not received by the date indicated on the invoice, you will forfeit your approved date(s) and will be required to submit a new Application to reactivate your eligibility for the use of the facility and become dependent upon the availability of that date. All remaining fees are due the week prior to the event.

Additional Information Regarding Facility Use Permits:

- **Certificates Of Insurance Required For All Facility Use Permit Applications.** All individuals/organizations submitting an Application must provide the City with certificates of insurance and endorsements evidencing liability and property damage limits with a combined single limit of not less than one million dollars (\$1,000,000.00), with a deductible of no more than five hundred dollars (\$500.00), and which shall specify the City and the applicant as named insured. The certificate of insurance and endorsements shall be filed with the City upon approval of the Application.
- **If Alcoholic Beverages Are To Be Served/Sold:** You will be required to obtain a license from the California Department of Alcoholic Beverage Control. Please submit an original license application to City Hall to obtain City approval as required by the Application. Once you receive the official license from the California Department of Alcoholic Beverage Control, you must submit a copy to City Hall as part of the conditions of approval. You will also be required to contract security services as required by the Mendota Police Department.
- **If Businesses Will Be Contracted To Present, Produce, Or Otherwise Be Involved In The Event, Activity Or Entertainment:** Any businesses (including promoters, food/item vendors, live bands/DJs, etc.) that are contracted for any and all portions of the event, must obtain a City business license in accordance with Title 5 of the MMC. For information regarding the business license process and fees, contact City Hall at (559) 655-3291.
- **If The Event Will Include A Live Band, DJ, Other Purveyor Of Music, And/Or Amplified Sound Equipment:** You will be required to obtain a City Noise Permit and to comply with all requirements contained in Chapter 9.05 of the MMC. The fee for a noise permit is \$5 per day.
- **Additional Conditions of Approval:** The City will provide you with additional conditions of approval that are specific to your event once your application is approved. It is required that you also satisfy and comply with all conditions of approval. Failure to meet the conditions will result in immediate and automatic termination of the permit.

Applicant Initial:





City of Mendota
Facility Use Application
643 Quince Street
Mendota, California 93640
Phone: (559) 655-3291 ♦ Fax: (559) 655-4064

APPLICANT INFORMATION

Applicant Name: Mendota Unified School District Preschool
Address: [REDACTED]
Sponsoring Organization (if applicable): _____
If applicable, is the Sponsoring Organization a registered non-profit organization? ☐ No ☐ Yes
Telephone: [REDACTED] Email: [REDACTED]

FACILITY REQUEST INFORMATION

Facility(ies) Requested (Check all applicable boxes):

Rojas-Pierce Park Sport Fields

- ☐ Benny Mares Sr. Baseball Field
- ☐ New Baseball Field
- ☐ Danny Trejo Soccer Field
- ☐ Daniel "Gordo" Porras Youth Soccer Field
- ☐ Eddie Porras Basketball Court(s)
- ☐ David Daniel Skate Park
- ☐ Baseball Field Concession Stand

Rojas-Pierce Park

- ☒ Main Pavilion
- ☐ Concession Stand
- ☐ Dining Area
- ☐ Picnic Area(s)
- ☐ Group BBQ Area
- ☐ Other: _____

Other Parks & Facilities

- ☐ Lindgren-Lozano Park
- ☐ Veterans Park
- ☐ La Colonia Park
- ☐ Pool Park
- ☐ Other: _____

EVENT DETAILS

Purpose: Preschool graduation ceremony
Date(s): June 6, 2024 Time(s): 8AM-1PM
Estimated Number of Attendees: 60
Will there be an admission fee for the event? ☒ No ☐ Yes *If yes, list the amount and the reason for this fee:* _____
Will alcoholic beverages be sold/served at the event? ☒ No ☐ Yes *If yes, please see instructions page for requirements regarding alcohol.*
Will there be a live band, DJ, other purveyor of music, and/or amplified sound equipment?
☒ No ☐ Yes *If yes, please see instructions page for requirements regarding noise.*
Will any businesses be contracted to present, produce, or otherwise be involved in the event, activity, or entertainment during the event? ☒ No ☐ Yes *If yes, please see instructions page for requirements regarding businesses.*
Does the event have a Promoter? ☒ No ☐ Yes
If yes, list the name, telephone and address of the promoter on the line below and see instructions page for requirements regarding businesses. _____
Will the event generate proceeds/revenue or serve as a fundraiser? ☒ No ☐ Yes
If yes, list the individual(s)/organization(s) that will receive proceeds and how they will be divided: _____

Describe how the event will benefit the community of Mendota.

Parent will gather to celebrate their child's Preschool Graduation.

Provide a description of the event, including but not limited to: 1) All entertainment and activities that will occur, 2) Any equipment/vehicles that will be used and the nature and times of use of such equipment, 3) the nature and duration of the use of any amplified sound equipment, and 4) Any additional information that will assist the City of Mendota in considering the application.

Items that are not mentioned below will not be permitted. You may add additional pages, if necessary.

We will provide the chairs and tables for the ceremony.

AGREEMENT AND RELEASE OF LIABILITY

The Applicant has read the Facility Use Application Instructions Page and has been instructed to review all regulations and requirements for events contained in City of Mendota ("City") Administrative Policies, forms, and in the Mendota Municipal Code ("MMC"). The Applicant understands and agrees to comply with all Local, State, and Federal requirements, regulations, and conditions for conducting the event on any facilities owned by the City. The Applicant also understands that failure to comply with all Local, State, and Federal requirements, regulations, and conditions will result in the forfeiture of any deposits paid related to the event and possible denial of future applications.

The Applicant agrees to indemnify the City and its agents, employees, and officers against any and all liability, losses, claims, damages, fees of attorneys, and other expenses which the City or its agents, employees, or officers, may sustain or incur in consequence of the use by Applicant of the facilities or arising out of any act or activity conducted by the Applicant on facilities owned by the City, including, but not limited to, sums paid or incurred in connection with claims, suits, or judgment or paid or incurred in attempting to procure release from liability for any person injured as a result of the activities referred to herein. In addition, Applicant agrees to defend and hold harmless the City, its employees, agents, and officers against any and all claim, loss, damage, or liability arising out of any conduct by Applicant on the facilities owned by the City.

Dated: 1/10/24

Araceli Perez

Print Name

Signature

For City of Mendota Staff Use Only

Application Status: ☐ Approved

☐ Denied

Permit No.: _____

Conditions of Approval:

Dated: _____

Staff Name

Staff Signature

Police Department Conditions

Security/Safety Conditions of Approval (if applicable):

Dated: _____

Staff Name

Staff Signature



FUA 24-06

received
2/5/24
[Signature]

Ciudad de Mendota Instrucciones de Solicitud para el Uso de Instalaciones

643 Calle Quince
93640, Mendota, California
Teléfono: (559) 655-3291 ♦ Fax: (559) 655-4064

Se requiere un Permiso de Uso de Instalaciones para el uso de cualquier instalación propiedad de la Ciudad de Mendota ("Ciudad") para cualquier asamblea preanunciada o para grupos de 25 o más personas. Las tarifas están sujetas a cambios tras la aprobación del Concejo Municipal. Los eventos patrocinados/copatrocinados por la Ciudad tendrán prioridad y pueden superar a otros eventos reservados. Para obtener copias de los programas de tarifas, formularios y políticas y para ver el Código Municipal de Mendota ("MMC"), comuníquese con el Ayuntamiento de Mendota ("Ayuntamiento") al (559) 655-3291 o visite el sitio web de la Ciudad en ci.mendota.ca.us.

Proceso para Completar la Solicitud de Uso de la Instalación:

1. **Complete La Solicitud De Uso De Instalaciones Y Firmela:** Complete la Solicitud lo más completamente posible y lea la sección "Acuerdo y Liberación de Responsabilidad" en la última página de la Solicitud y firmela. También deberá inicializar la parte inferior de esta página de instrucciones de la Solicitud. Si tiene alguna pregunta sobre la Solicitud, comuníquese con el Ayuntamiento al (559) 655-3291. Para obtener información adicional sobre el proceso de la Solicitud de Uso de la Instalación ("Solicitud"), incluido el proceso de uso exclusivo anual, consulte el Capítulo 12.20 del MMC.
2. **Entregar la Solicitud de Uso de Instalaciones al Ayuntamiento:** Una vez que se haya completado la Solicitud, debe entregarse en el Ayuntamiento, 643 Calle Quince, Mendota, CA 93640. Si prefiere enviar la Solicitud electrónicamente, llame al Ayuntamiento para obtener la dirección de correo electrónico a la que debe enviar la Solicitud.
3. **Obtener la Aprobación de la Solicitud de Uso de Instalaciones:** Dentro de 10 días hábiles, a menos que se indique lo contrario, a partir de la fecha en que se haya entregado toda la documentación aplicable al Ayuntamiento, se le notificará por correo (y correo electrónico, si corresponde) del estado de su Solicitud. Si su Solicitud es aprobada, se le proporcionará una copia de la Solicitud (que contiene las condiciones de aprobación), cualquier otra Solicitud de permiso/licencia requerida y una factura por la tarifa/depósito requerido. Si el pago del depósito no se recibe en la fecha indicada en la factura, perderá su(s) fecha(s) aprobada(s) y se le pedirá que presente una nueva Solicitud para reactivar su elegibilidad para el uso de la instalación y dependerá de la disponibilidad de esa fecha. Todas las tarifas restantes se deben pagar la semana anterior al evento.

Información Adicional sobre los Permisos de Uso de las Instalaciones:

- **Se Requieren Certificados De Seguro Para Todas Las Solicitudes De Permisos De Uso De Instalaciones.** Todas las personas/organizaciones que presenten una Solicitud deben proporcionar a la Ciudad los certificados de seguro y endosos que demuestren límites de responsabilidad y daños a la propiedad con un límite único combinado de no menos de un millón de dólares (\$1,000,000.00), con un deducible de no más de quinientos dólares (\$500.00), y que especificarán la Ciudad y el solicitante como asegurados nombrados. El certificado de seguro y endosos se presentará ante la Ciudad al aprobar la Solicitud.
- **Si Se Van A Servir/Vender Bebidas Alcohólicas:** Se le pedirá que obtenga una licencia del Departamento de Control de Bebidas Alcohólicas de California. Envíe una Solicitud de licencia original al Ayuntamiento para obtener la aprobación de la Ciudad según lo requerido por la Solicitud. Una vez que reciba la licencia oficial del Departamento de Control de Bebidas Alcohólicas de California, debe enviar una copia al Ayuntamiento como parte de las condiciones de aprobación. También se le pedirá que contrate los servicios de seguridad requeridos por el Departamento de Policía de Mendota.
- **Si Las Empresas Serán Contratadas Para Presentar, Producir O Participar En El Evento, Actividad O Entretenimiento:** Cualquier empresa (incluidos promotores, vendedores de alimentos/artículos, bandas/DJ en vivo, etc.) que se contraten para todas y cada una de las partes del evento, deben obtener una licencia comercial de la Ciudad de acuerdo con el Título 5 del MMC. Para obtener información sobre el proceso y las tarifas de la licencia comercial, comuníquese con el Ayuntamiento al (559) 655-3291.
- **Si El Evento Incluirá Una Banda En Vivo, DJ, Otro Proveedor De Música Y/O Equipo De Sonido Amplificado:** Se le pedirá que obtenga un permiso de ruido de la ciudad y que cumpla con todos los requisitos contenidos en el Capítulo 9.05 del MMC. La tarifa para un permiso de ruido es de \$5 por día.
- **Condiciones Adicionales de Aprobación:** La Ciudad le proporcionará condiciones adicionales de aprobación que son específicas para su evento una vez que se apruebe su Solicitud. Se requiere que usted también satisfaga y cumpla con todas las condiciones de aprobación. El incumplimiento de las condiciones dará lugar a la terminación inmediata y automática del permiso.

Inicial del Solicitante: [Redacted]



Ciudad de Mendota
Solicitud de uso de instalaciones
643 Quince Street
93640, Mendota, California
Teléfono: (559) 655-3291 ♦ Fax: (559) 655-4064

INFORMACIÓN DEL SOLICITANTE

Nombre del Solicitante: Santiago Pate
Dirección: [Redacted]
Organización Patrocinadora (si corresponde): _____
Si corresponde, ¿es la Organización Patrocinadora una organización sin fines de lucro registrada? ☐ No ☐ Sí
Teléfono: [Redacted] Correo Electrónico: _____

INFORMACIÓN DE SOLICITUD DE INSTALACIONES

Instalación(es) solicitada(s) (Pon una 'X' en todas las casillas aplicables):

Campos Deportivos del Parque Rojas-Pierce	Parque Rojas-Pierce	Otros Parques e Instalaciones
<input type="radio"/> Campo de Béisbol Benny Mares Sr. <input type="radio"/> Nuevo Campo de Béisbol <input checked="" type="radio"/> Campo de Fútbol Danny Trejo <input type="radio"/> Daniel "Gordo" Porras Campo de Fútbol Juvenil <input type="radio"/> Cancha(s) de Baloncesto Eddie Porras <input type="radio"/> David Daniel Skate Park <input type="radio"/> Puesto de Concesión del Campo de Béisbol	<input type="radio"/> Pabellón Principal <input type="radio"/> Puesto de Concesión <input type="radio"/> Zona de Comedor <input type="radio"/> Área(s) de picnic <input type="radio"/> Área de BBQ para Grupos <input type="radio"/> Otro: _____	<input checked="" type="radio"/> Parque Lindgren-Lozano <input type="radio"/> Parque de Veteranos <input type="radio"/> Parque La Colonia <input type="radio"/> Parque de la Piscina <input type="radio"/> Otro: _____

DETALLES DEL EVENTO

Propósito: Para ayudar a jóvenes a ser disciplinados
Fecha(s): 02-5-24 M-F 5PM-10PM Hora(s): 5pm To 10pm
Número Estimado de Asistentes: 100 PERSONAS

¿Requerirá el uso de las fuentes eléctricas de la Ciudad en la instalación solicitada (si aplica)? ☐ No ☒ Sí

¿Habrá una tarifa de admisión para el evento? ☒ No ☐ Sí
Si contesta 'Sí', escribe la cuota de admisión y el motivo de esta tarifa: _____

¿Se venderán/servirán bebidas alcohólicas en el evento? ☒ No ☐ Sí
Si contesta 'Sí', consulte la página de instrucciones para conocer los requisitos relacionados con el alcohol.

¿Habrá una banda en vivo, DJ, otro proveedor de music y/o equipo de sonido amplificado? ☒ No ☐ Sí
Si contesta 'Sí', consulte la página de instrucciones para conocer los requisitos relacionados con el ruido.

¿Se contratará a alguna empresa para presentar, producir o participar en el evento, actividad o entretenimiento durante el evento? ☒ No ☐ Sí
Si contesta 'Sí', consulte la página de instrucciones para conocer los requisitos relacionados con las empresas.

¿El evento tiene un Promotor? ☒ No ☐ Sí
Si contesta 'Sí', indique el nombre, el teléfono y la dirección del promotor en la línea a continuación y consulte la página de instrucciones para conocer los requisitos relacionados con las empresas: _____

¿El evento generará ingresos o servirá como recaudación de fondos? ☒ No ☐ Sí
Si contesta 'Sí', enumere la(s) persona(s)/organización(es) que recibirán los ingresos y cómo se dividirán: _____

Describe cómo el evento beneficiará a la comunidad de Mendota.

ayudar a muchos JOVENES a mantenerse Fuera de problemas ayudar a mas personas a tener un momento de distracción y para que muchos JOVENES dejen de usar cosas malas en las calles

Proporcione una descripción del evento, que incluye, entre otros : 1) Todo el entretenimiento y las actividades que ocurrirán, 2) Cualquier equipo/vehículo que se utilizará y la razón y los tiempos de uso de dicho equipo, 3) La razón y duración del uso de cualquier equipo de sonido amplificado, y 4) Cualquier información adicional que ayude a la Ciudad de Mendota a considerar la Solicitud.

No se permitirán artículos que no se mencionen a continuación. Puede agregar páginas adicionales, si es necesario.

No habrá ~~no~~ música Ningun día de la semana

ACUERDO Y LIBERACIÓN DE RESPONSABILIDAD

El Solicitante ha leído la Página de Instrucciones de Solicitud de Uso de Instalaciones y se le ha indicado que revise todas las regulaciones y requisitos para eventos contenidos en las Políticas Administrativas de la Ciudad de Mendota ("Ciudad"), los formularios y en el Código Municipal de Mendota ("MMC"). El Solicitante entiende y acepta cumplir con todos los requisitos, regulaciones y condiciones locales, estatales y federales para llevar a cabo el evento en cualquier instalación propiedad de la Ciudad. El Solicitante también entiende que el incumplimiento de todos los requisitos, regulaciones y condiciones locales, estatales y federales resultará en la pérdida de cualquier depósito pagado relacionado con el evento y la posible negación de futuras Solicitudes.

El Solicitante acepta indemnizar a la Ciudad y sus agentes, empleados y funcionarios contra cualquier responsabilidad, pérdidas, reclamos, daños, honorarios de abogados y otros gastos que la Ciudad o sus agentes, empleados o funcionarios, puedan sostener o incurrir como consecuencia del uso por parte del Solicitante de las instalaciones o que surjan de cualquier acto o actividad realizada por el Solicitante en instalaciones propiedad de la Ciudad, incluyendo, pero no limitado a, sumas pagadas o incurridas en relación con reclamaciones, demandas o juicios o pagados o incurridos en el intento de obtener la liberación de responsabilidad para cualquier persona lesionada como resultado de las actividades mencionadas en este documento. Además, el Solicitante acepta defender y eximir de responsabilidad a la Ciudad, sus empleados, agentes y funcionarios contra cualquier reclamo, pérdida, daño o responsabilidad que surja de cualquier conducta del Solicitante en las instalaciones propiedad de la Ciudad.

Fecha: 2-5-24

Santiago Patrao

Nombre

Firma

For City of Mendota Staff Use Only

Finance Department Approval: Total Fees: _____ Total Deposit: _____ Staff Signature: _____

Application Status: ☐ Approved ☐ Denied Permit No.: _____

Conditions of Approval:

Dated: _____ Staff Name _____ Staff Signature _____

Police Department Conditions

Security/Safety Conditions of Approval (if applicable):

Dated: _____ Staff Name _____ Staff Signature _____



FUA 24-07

City of Mendota
Facility Use Application Instructions
643 Quince Street
Mendota, California 93640
Phone: (559) 655-3291 ♦ Fax: (559) 655-4064

FEB 06 7:17A

A Facility Use Permit is required for use of any facilities owned by the City of Mendota ("City") for any pre-advertised assembly or by groups of 25 or more people. Rates and fees are subject to change upon City Council approval. City sponsored/co-sponsored events will take precedence and may bump other reserved events. To obtain copies of fee schedules, forms, and policies and to view the Mendota Municipal Code ("MMC"), please contact Mendota City Hall ("City Hall") at (559) 655-3291 or visit the City's website at ci.mendota.ca.us.

Process for Completing the Facility Use Application:

1. **Fill Out Facility Use Application And Sign It:** Fill out the application as completely as possible and read the "Agreement and Release of Liability" section on the last page of the application and sign it. You will also need to initial the bottom of this Application Instructions Page. If you have any questions regarding the application, contact City Hall at (559) 655-3291. For additional information regarding the Facility Use Application ("Application") process, including the annual exclusive use process, please refer to MMC Chapter 12.20.
2. **Turn In Facility Use Application To City Hall:** Once the Application has been completed it must be turned in to City Hall, 643 Quince Street, Mendota, CA 93640. If you would prefer to submit the Application electronically, please call City Hall to obtain the e-mail address to send the application to.
3. **Getting Facility Use Application Approved:** Within 10 working days, unless otherwise noted, of the date all applicable paperwork has been turned in to City Hall, you will be notified via mail (and e-mail, if applicable) of the status of your application. If your application is approved, you will be provided a copy of the Application (which contains the conditions of approval), any other required permit/license applications, and an invoice for the fee/deposit required. If payment of deposit is not received by the date indicated on the invoice, you will forfeit your approved date(s) and will be required to submit a new Application to reactivate your eligibility for the use of the facility and become dependent upon the availability of that date. All remaining fees are due the week prior to the event.

Additional Information Regarding Facility Use Permits:

- **Certificates Of Insurance Required For All Facility Use Permit Applications.** All individuals/organizations submitting an Application must provide the City with certificates of insurance and endorsements evidencing liability and property damage limits with a combined single limit of not less than one million dollars (\$1,000,000.00), with a deductible of no more than five hundred dollars (\$500.00), and which shall specify the City and the applicant as named insured. The certificate of insurance and endorsements shall be filed with the City upon approval of the Application.
- **If Alcoholic Beverages Are To Be Served/Sold:** You will be required to obtain a license from the California Department of Alcoholic Beverage Control. Please submit an original license application to City Hall to obtain City approval as required by the Application. Once you receive the official license from the California Department of Alcoholic Beverage Control, you must submit a copy to City Hall as part of the conditions of approval. You will also be required to contract security services as required by the Mendota Police Department.
- **If Businesses Will Be Contracted To Present, Produce, Or Otherwise Be Involved In The Event, Activity Or Entertainment:** Any businesses (including promoters, food/item vendors, live bands/DJs, etc.) that are contracted for any and all portions of the event, must obtain a City business license in accordance with Title 5 of the MMC. For information regarding the business license process and fees, contact City Hall at (559) 655-3291.
- **If The Event Will Include A Live Band, DJ, Other Purveyor Of Music, And/Or Amplified Sound Equipment:** You will be required to obtain a City Noise Permit and to comply with all requirements contained in Chapter 9.05 of the MMC. The fee for a noise permit is \$5 per day.
- **Additional Conditions of Approval:** The City will provide you with additional conditions of approval that are specific to your event once your application is approved. It is required that you also satisfy and comply with all conditions of approval. Failure to meet the conditions will result in immediate and automatic termination of the permit.

Applicant Initials



**City of Mendota
Facility Use Application**

643 Quince Street
Mendota, California 93640
Phone: (559) 655-3291 ♦ Fax: (559) 655-4064

APPLICANT INFORMATION

Applicant Name: Mendota Youth Baseball
Address: [REDACTED]
Sponsoring Organization (if applicable): _____
If applicable, is the Sponsoring Organization a registered non-profit organization? ☐ No ☐ Yes
Telephone: [REDACTED] Email: [REDACTED]

FACILITY REQUEST INFORMATION

Facility(ies) Requested (Check all applicable boxes):

Rojas-Pierce Park Sport Fields

- ☒ Benny Mares Sr. Baseball Field
☒ New Baseball Field
☐ Danny Trejo Soccer Field
☐ Daniel "Gordo" Porras Youth Soccer Field
☐ Eddie Porras Basketball Court(s)
☐ David Daniel Skate Park
☒ Baseball Field Concession Stand

Rojas-Pierce Park

- ☐ Main Pavilion
☐ Concession Stand
☐ Dining Area
☐ Picnic Area(s)
☐ Group BBQ Area
☐ Other: _____

Other Parks & Facilities

- ☐ Lindgren-Lozano Park
☐ Veterans Park
☐ La Colonia Park
☐ Pool Park
☐ Other: _____

EVENT DETAILS

Purpose: Col Ripken Baseball Games
Date(s): March 1, 2024 to July 31st Time(s): 5:00pm to 9:00 8:00 AM 5:00 PM
Estimated Number of Attendees: 100 Tuesday & Thursday

Will you require use of the City's electrical sources at the requested facility (if applicable)? ☐ No ☒ Yes

Will there be an admission fee for the event? ☒ No ☐ Yes If yes, list the amount and the reason for this fee: _____

Will alcoholic beverages be sold/served at the event? ☒ No ☐ Yes
If yes, please see instructions page for requirements regarding alcohol.

Will there be a live band, DJ, other purveyor of music, and/or amplified sound equipment?
☒ No ☐ Yes If yes, please see instructions page for requirements regarding noise.

Will any businesses be contracted to present, produce, or otherwise be involved in the event, activity, or entertainment during the event? ☒ No ☐ Yes
If yes, please see instructions page for requirements regarding businesses.

Does the event have a Promoter? ☒ No ☐ Yes
If yes, list the name, telephone and address of the promoter on the line below and see instructions page for requirements regarding businesses.

Will the event generate proceeds/revenue or serve as a fundraiser? ☐ No ☒ Yes
If yes, list the individual(s)/organization(s) that will receive proceeds and how they will be divided:

Snack Bar

5:00 PM
↓
Sat

Describe how the event will benefit the community of Mendota.

Develop Sportsman + Baseball Skills to
the youth of Mendota.

Provide a description of the event, including but not limited to: 1) All entertainment and activities that will occur, 2) Any equipment/vehicles that will be used and the nature and times of use of such equipment, 3) the nature and duration of the use of any amplified sound equipment, and 4) Any additional information that will assist the City of Mendota in considering the application.

Items that are not mentioned below will not be permitted. You may add additional pages, if necessary.

Baseball Games Tuesday Thursday and Sat
Quad to drag the field maybe a D.J from
the High School

AGREEMENT AND RELEASE OF LIABILITY

The Applicant has read the Facility Use Application Instructions Page and has been instructed to review all regulations and requirements for events contained in City of Mendota ("City") Administrative Policies, forms, and in the Mendota Municipal Code ("MMC"). The Applicant understands and agrees to comply with all Local, State, and Federal requirements, regulations, and conditions for conducting the event on any facilities owned by the City. The Applicant also understands that failure to comply with all Local, State, and Federal requirements, regulations, and conditions will result in the forfeiture of any deposits paid related to the event and possible denial of future applications.

The Applicant agrees to indemnify the City and its agents, employees, and officers against any and all liability, losses, claims, damages, fees of attorneys, and other expenses which the City or its agents, employees, or officers, may sustain or incur in consequence of the use by Applicant of the facilities or arising out of any act or activity conducted by the Applicant on facilities owned by the City, including, but not limited to, sums paid or incurred in connection with claims, suits, or judgment or paid or incurred in attempting to procure release from liability for any person injured as a result of the activities referred to herein. In addition, Applicant agrees to defend and hold harmless the City, its employees, agents, and officers against any and all claim, loss, damage, or liability arising out of any conduct by Applicant on the facilities owned by the City.

Dated:

Feb 6, 2024

Sergio Valdez

Print Name

Signature

For City of Mendota Staff Use Only

Finance Department Approval: Total Fees: \$25

Total Deposit: \$250

Staff Signature:

Madhukar

Application Status: ☒ Approved

☐ Denied

Permit No.: 24-07

Conditions of Approval:

Only dates between 2/2/24 - 3/12/24 have been approved. Remaining
dates will be considered at 2/12/24 City Council meeting.

Dated: 2-29-24

Cristian Gonzalez

Staff Name

Staff Signature

Police Department Conditions

Security/Safety Conditions of Approval (if applicable):

Dated:

2-29-24

KEVIN W. SMITH

Staff Name

Staff Signature

THIS CERTIFICATE IS ISSUED AS A MATTER OF INFORMATION ONLY AND CONFERS NO RIGHTS UPON THE CERTIFICATE HOLDER. THIS CERTIFICATE DOES NOT AFFIRMATIVELY OR NEGATIVELY AMEND, EXTEND OR ALTER THE COVERAGE AFFORDED BY THE POLICIES BELOW. THIS CERTIFICATE OF INSURANCE DOES NOT CONSTITUTE A CONTRACT BETWEEN THE ISSUING INSURER(S), AUTHORIZED REPRESENTATIVE OR PRODUCER, AND THE CERTIFICATE HOLDER.

IMPORTANT: If the certificate holder is an ADDITIONAL INSURED, the policy(ies) must have ADDITIONAL INSURED provisions or be endorsed. If SUBROGATION IS WAIVED, subject to the terms and conditions of the policy, certain policies may require an endorsement. A statement on this certificate does not confer rights to the certificate holder in lieu of such endorsement(s).

PRODUCER K&K INSURANCE GROUP, INC. 1712 MAGNAVOX WAY PO BOX 2338 FORT WAYNE IN 46801		CONTACT NAME: Hollie Lamie	
		PHONE (A/C, No. Ext): 800-736-7358	FAX (A/C, No): 847-953-2873
		E-MAIL ADDRESS: hollie.lamie@kandkinsurance.com	
INSURED	MEMBER NO:	INSURER(S) AFFORDING COVERAGE	
MENDOTA YOUTH BASEBALL PROGRAM DBA: Mendota Youth Baseball [REDACTED]		INSURER A: New Hampshire Insurance Company	NAIC # 23841
		INSURER B: National Union Fire Ins Co of Pittsburgh	19445
		INSURER C:	
		INSURER D:	
		INSURER E:	
		INSURER F:	

COVERAGES

CERTIFICATE NUMBER:

REVISION NUMBER:

THIS IS TO CERTIFY THAT THE POLICIES OF INSURANCE LISTED BELOW HAVE BEEN ISSUED TO THE INSURED NAMED ABOVE FOR THE POLICY PERIOD INDICATED. NOTWITHSTANDING ANY REQUIREMENT, TERM OR CONDITION OF ANY CONTRACT OR OTHER DOCUMENT WITH RESPECT TO WHICH THIS CERTIFICATE MAY BE ISSUED OR MAY PERTAIN, THE INSURANCE AFFORDED BY THE POLICIES DESCRIBED HEREIN IS SUBJECT TO ALL THE TERMS, EXCLUSIONS AND CONDITIONS OF SUCH POLICIES. LIMITS SHOWN MAY HAVE BEEN REDUCED BY PAID CLAIMS.

INSR LTR	TYPE OF INSURANCE	ADDL INSD	SUBR WVD	POLICY NUMBER	POLICY EFF (MM/DD/YYYY)	POLICY EXP (MM/DD/YYYY)	LIMITS
A	<input checked="" type="checkbox"/> COMMERCIAL GENERAL LIABILITY <input type="checkbox"/> CLAIMS-MADE <input checked="" type="checkbox"/> OCCUR GEN'L AGGREGATE LIMIT APPLIES PER: <input type="checkbox"/> POLICY <input type="checkbox"/> PROJECT <input type="checkbox"/> LOC <input type="checkbox"/> OTHER:	Y		AIL0003450194702	02/06/2024 12:01 AM	02/01/2025 12:01 AM	EACH OCCURRENCE \$1,000,000 DAMAGE TO RENTED PREMISES (Ea occurrence) \$ 300,000 MED EXP (Any one person) \$ 5,000 PERSONAL & ADV INJURY \$1,000,000 GENERAL AGGREGATE \$5,000,000 PRODUCTS-COMP/OP AGG \$1,000,000 PARTICIPANT LEGAL LIABILITY \$1,000,000
A	AUTOMOBILE LIABILITY <input type="checkbox"/> ANY AUTO <input type="checkbox"/> OWNED AUTOS ONLY <input checked="" type="checkbox"/> HIRED AUTOS ONLY <input type="checkbox"/> SCHEDULED AUTOS <input checked="" type="checkbox"/> NON-OWNED AUTOS ONLY			AIL0003450194702	02/06/2024 12:01 AM	02/01/2025 12:01 AM	COMBINED SINGLE LIMIT (Ea Accident) \$1,000,000 BODILY INJURY (Per person) BODILY INJURY (Per accident) PROPERTY DAMAGE (Per accident)
	UMBRELLA LIAB # OCCUR EXCESS LIAB # CLAIMS-MADE DED RETENTION						EACH OCCURRENCE AGGREGATE
	WORKERS COMPENSATION AND EMPLOYERS' LIABILITY ANY PROPRIETOR/PARTNER/EXECUTIVE OFFICER/MEMBER EXCLUDED? (Mandatory in NH) If yes, describe under DESCRIPTION OF OPERATIONS below	Y/N <input type="checkbox"/>	N/A				PER STATUTE OTHER E.L. EACH ACCIDENT E.L. DISEASE - SA EMPLOYEE E.L. DISEASE - POLICY LIMIT
B	PARTICIPANT ACCIDENT			AID0003450195202	02/06/2024 12:01 AM	02/01/2025 12:01 AM	Excess Medical \$250,000 AD&D \$ 15,000

DESCRIPTION OF OPERATIONS / LOCATIONS / VEHICLES (ACORD 101, Additional Remarks Schedule, may be attached if more space is required)


THE CERTIFICATE HOLDER IS AN ADDITIONAL INSURED, BUT SOLELY WITH RESPECT TO THE OPERATIONS OF THE NAMED INSURED.

Owner, manager or lessor of the premises where you conduct practices or games

SEXUAL ABUSE/MOLESTATION: \$1,000,000 PER OCCURRENCE/\$2,000,000 AGGREGATE

CERTIFICATE HOLDER

CANCELLATION

City of Mendota 643 Quince St. Mendota, CA 93640	SHOULD ANY OF THE ABOVE DESCRIBED POLICIES BE CANCELLED BEFORE THE EXPIRATION DATE THEREOF, NOTICE WILL BE DELIVERED IN ACCORDANCE WITH THE POLICY PROVISIONS. AUTHORIZED REPRESENTATIVE 
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FUA 24-08



Ciudad de Mendota
Instrucciones de Solicitud para el Uso de Instalaciones

643 Calle Quince
93640, Mendota, California
Teléfono: (559) 655-3291 ♦ Fax: (559) 655-4064



Se requiere un Permiso de Uso de Instalaciones para el uso de cualquier instalación propiedad de la Ciudad de Mendota ("Ciudad") para cualquier asamblea preanunciada o para grupos de 25 o más personas. Las tarifas están sujetas a cambios tras la aprobación del Concejo Municipal. Los eventos patrocinados/copatrocinados por la Ciudad tendrán prioridad y pueden superar a otros eventos reservados. Para obtener copias de los programas de tarifas, formularios y políticas y para ver el Código Municipal de Mendota ("MMC"), comuníquese con el Ayuntamiento de Mendota ("Ayuntamiento") al (559) 655-3291 o visite el sitio web de la Ciudad en www.cityofmendota.com.

Proceso para Completar la Solicitud de Uso de la Instalación:

1. **Complete La Solicitud De Uso De Instalaciones Y Firmela:** Complete la Solicitud lo más completamente posible y lea la sección "Acuerdo y Liberación de Responsabilidad" en la última página de la Solicitud y firmela. También deberá inicializar la parte inferior de esta página de instrucciones de la Solicitud. Si tiene alguna pregunta sobre la Solicitud, comuníquese con el Ayuntamiento al (559) 655-3291. Para obtener información adicional sobre el proceso de la Solicitud de Uso de la Instalación ("Solicitud"), incluido el proceso de uso exclusivo anual, consulte el Capítulo 12.20 del MMC.
2. **Entregar la Solicitud de Uso de Instalaciones al Ayuntamiento:** Una vez que se haya completado la Solicitud, debe entregarse en el Ayuntamiento, 643 Calle Quince, Mendota, CA 93640. Si prefiere enviar la Solicitud electrónicamente, llame al Ayuntamiento para obtener la dirección de correo electrónico a la que debe enviar la Solicitud.
3. **Obtener la Aprobación de la Solicitud de Uso de Instalaciones:** Dentro de 10 días hábiles, a menos que se indique lo contrario, a partir de la fecha en que se haya entregado toda la documentación aplicable al Ayuntamiento, se le notificará por correo (y correo electrónico, si corresponde) del estado de su Solicitud. Si su Solicitud es aprobada, se le proporcionará una copia de la Solicitud (que contiene las condiciones de aprobación), cualquier otra Solicitud de permiso/licencia requerida y una factura por la tarifa/depósito requerido. Si el pago del depósito no se recibe en la fecha indicada en la factura, perderá su(s) fecha(s) aprobada(s) y se le pedirá que presente una nueva Solicitud para reactivar su elegibilidad para el uso de la instalación y dependerá de la disponibilidad de esa fecha. Todas las tarifas restantes se deben pagar la semana anterior al evento.

Información Adicional sobre los Permisos de Uso de las Instalaciones:

- **Se Requieren Certificados De Seguro Para Todas Las Solicitudes De Permisos De Uso De Instalaciones.** Todas las personas/organizaciones que presenten una Solicitud deben proporcionar a la Ciudad los certificados de seguro y endosos que demuestren límites de responsabilidad y daños a la propiedad con un límite único combinado de no menos de un millón de dólares (\$1,000,000.00), con un deducible de no más de quinientos dólares (\$500.00), y que especificarán la Ciudad y el solicitante como asegurados nombrados. El certificado de seguro y endosos se presentará ante la Ciudad al aprobar la Solicitud.
- **Si Se Van A Servir/Vender Bebidas Alcohólicas:** Se le pedirá que obtenga una licencia del Departamento de Control de Bebidas Alcohólicas de California. Envíe una Solicitud de licencia original al Ayuntamiento para obtener la aprobación de la Ciudad según lo requerido por la Solicitud. Una vez que reciba la licencia oficial del Departamento de Control de Bebidas Alcohólicas de California, debe enviar una copia al Ayuntamiento como parte de las condiciones de aprobación. También se le pedirá que contrate los servicios de seguridad requeridos por el Departamento de Policía de Mendota.
- **Si Las Empresas Serán Contratadas Para Presentar, Producir O Participar En El Evento, Actividad O Entretenimiento:** Cualquier empresa (incluidos promotores, vendedores de alimentos/artículos, bandas/DJ en vivo, etc.) que se contraten para todas y cada una de las partes del evento, deben obtener una licencia comercial de la Ciudad de acuerdo con el Título 5 del MMC. Para obtener información sobre el proceso y las tarifas de la licencia comercial, comuníquese con el Ayuntamiento al (559) 655-3291.
- **Si El Evento Incluirá Una Banda En Vivo, DJ, Otro Proveedor De Música Y/O Equipo De Sonido Amplificado:** Se le pedirá que obtenga un permiso de ruido de la ciudad y que cumpla con todos los requisitos contenidos en el Capítulo 9.05 del MMC. La tarifa para un permiso de ruido es de \$5 por día.
- **Condiciones Adicionales de Aprobación:** La Ciudad le proporcionará condiciones adicionales de aprobación que son específicas para su evento una vez que se apruebe su Solicitud. Se requiere que usted también satisfaga y cumpla con todas las condiciones de aprobación. El incumplimiento de las condiciones dará lugar a la terminación inmediata y automática del permiso.

Inicial del Solicitante: [REDACTED]



Ciudad de Mendota
Solicitud de uso de instalaciones
643 Quince Street
93640, Mendota, California
Teléfono: (559) 655-3291 ♦ Fax: (559) 655-4064

INFORMACIÓN DEL SOLICITANTE

Nombre del Solicitante: Jose D. Pineda
Dirección: [Redacted]
Organización Patrocinadora (si corresponde): _____
Si corresponde, ¿es la Organización Patrocinadora una organización sin fines de lucro registrada? ☐ No ☐ Sí
Teléfono: [Redacted] Correo Electrónico: [Redacted]

INFORMACIÓN DE SOLICITUD DE INSTALACIONES

Instalación(es) solicitada(s) (Pon una 'X' en todas las casillas aplicables):

Campos Deportivos del Parque Rojas-Pierce	Parque Rojas-Pierce	Otros Parques e Instalaciones
<input type="radio"/> Campo de Béisbol Benny Mares Sr. <input type="radio"/> Nuevo Campo de Béisbol <input checked="" type="radio"/> Campo de Fútbol Danny Trejo <input type="radio"/> Daniel "Gordo" Porras Campo de Fútbol Juvenil <input type="radio"/> Cancha(s) de Baloncesto Eddie Porras <input type="radio"/> David Daniel Skate Park <input type="radio"/> Puesto de Concesión del Campo de Béisbol	<input type="radio"/> Pabellón Principal <input type="radio"/> Puesto de Concesión <input type="radio"/> Zona de Comedor <input type="radio"/> Área(s) de picnic <input type="radio"/> Área de BBQ para Grupos <input type="radio"/> Otro: _____	<input type="radio"/> Parque Lindgren-Lozano <input type="radio"/> Parque de Veteranos <input type="radio"/> Parque La Colonia <input type="radio"/> Parque de la Piscina <input type="radio"/> Otro: _____

DETALLES DEL EVENTO

Propósito: Play Soccer
Fecha(s): de Febrero a Noviembre Hora(s): Sabados de 3:00 pm a 9:00 pm:
Domingo de 9:00 Am a 9:00 pm.
Número Estimado de Asistentes: 50 o mas

¿Requerirá el uso de las fuentes eléctricas de la Ciudad en la instalación solicitada (si aplica)? ☐ No ☐ Sí

¿Habrá una tarifa de admisión para el evento? ☒ No ☐ Sí
Si contesta 'Sí', escribe la cuota de admisión y el motivo de esta tarifa: _____

¿Se venderán/servirán bebidas alcohólicas en el evento? ☒ No ☐ Sí
Si contesta 'Sí', consulte la página de instrucciones para conocer los requisitos relacionados con el alcohol.

¿Habrá una banda en vivo, DJ, otro proveedor de music y/o equipo de sonido amplificado? ☒ No ☐ Sí
Si contesta 'Sí', consulte la página de instrucciones para conocer los requisitos relacionados con el ruido.

¿Se contratará a alguna empresa para presentar, producir o participar en el evento, actividad o entretenimiento durante el evento? ☒ No ☐ Sí
Si contesta 'Sí', consulte la página de instrucciones para conocer los requisitos relacionados con las empresas.

¿El evento tiene un Promotor? ☒ No ☐ Sí
Si contesta 'Sí', indique el nombre, el teléfono y la dirección del promotor en la línea a continuación y consulte la página de instrucciones para conocer los requisitos relacionados con las empresas: _____

¿El evento generará ingresos o servirá como recaudación de fondos? ☒ No ☐ Sí
Si contesta 'Sí', enumere la(s) persona(s)/organización(es) que recibirán los ingresos y cómo se dividirán: _____

Describe cómo el evento beneficiará a la comunidad de Mendota.

Muchos adultos y niños practican el deporte de Fútbol que es un deporte sano, que los ayuda de muchas maneras ayuda a bajar muchas niñas y adultos de malos hábitos, drogas alcohol, etc. y los ayuda con ejercicio, que es algo muy sano.

Proporcione una descripción del evento, que incluye, entre otros : 1) Todo el entretenimiento y las actividades que ocurrirán, 2) Cualquier equipo/vehículo que se utilizará y la razón y los tiempos de uso de dicho equipo, 3) La razón y duración del uso de cualquier equipo de sonido amplificado, y 4) Cualquier información adicional que ayude a la Ciudad de Mendota a considerar la Solicitud.

No se permitirán artículos que no se mencionen a continuación. Puede agregar páginas adicionales, si es necesario.

Se utilizará y solo cuando se juegue la final que es una vez cada 3 meses.

ACUERDO Y LIBERACIÓN DE RESPONSABILIDAD

El Solicitante ha leído la Página de Instrucciones de Solicitud de Uso de Instalaciones y se le ha indicado que revise todas las regulaciones y requisitos para eventos contenidos en las Políticas Administrativas de la Ciudad de Mendota ("Ciudad"), los formularios y en el Código Municipal de Mendota ("MMC"). El Solicitante entiende y acepta cumplir con todos los requisitos, regulaciones y condiciones locales, estatales y federales para llevar a cabo el evento en cualquier instalación propiedad de la Ciudad. El Solicitante también entiende que el incumplimiento de todos los requisitos, regulaciones y condiciones locales, estatales y federales resultará en la pérdida de cualquier depósito pagado relacionado con el evento y la posible negación de futuras Solicitudes.

El Solicitante acepta indemnizar a la Ciudad y sus agentes, empleados y funcionarios contra cualquier responsabilidad, pérdidas, reclamos, daños, honorarios de abogados y otros gastos que la Ciudad o sus agentes, empleados o funcionarios, puedan sostener o incurrir como consecuencia del uso por parte del Solicitante de las instalaciones o que surjan de cualquier acto o actividad realizada por el Solicitante en instalaciones propiedad de la Ciudad, incluyendo, pero no limitado a, sumas pagadas o incurridas en relación con reclamaciones, demandas o juicios o pagados o incurridos en el intento de obtener la liberación de responsabilidad para cualquier persona lesionada como resultado de las actividades mencionadas en este documento. Además, el Solicitante acepta defender y eximir de responsabilidad a la Ciudad, sus empleados, agentes y funcionarios contra cualquier reclamo, pérdida, daño o responsabilidad que surja de cualquier conducta del Solicitante en las instalaciones propiedad de la Ciudad.

Fecha: 02-20-24

José D. Pineda

Nombre

Firma

For City of Mendota Staff Use Only

Finance Department Approval: Total Fees: _____ Total Deposit: _____ Staff Signature: _____

Application Status: ☐ Approved ☐ Denied Permit No.: _____

Conditions of Approval:

Dated: _____ Staff Name _____ Staff Signature _____

Police Department Conditions

Security/Safety Conditions of Approval (if applicable):

Dated: _____ Staff Name _____ Staff Signature _____



CERTIFICATE OF LIABILITY INSURANCE

DATE (MM/DD/YYYY)

04/14/2023

THIS CERTIFICATE IS ISSUED AS A MATTER OF INFORMATION ONLY AND CONFERS NO RIGHTS UPON THE CERTIFICATE HOLDER. THIS CERTIFICATE DOES NOT AFFIRMATIVELY OR NEGATIVELY AMEND, EXTEND OR ALTER THE COVERAGE AFFORDED BY THE POLICIES BELOW. THIS CERTIFICATE OF INSURANCE DOES NOT CONSTITUTE A CONTRACT BETWEEN THE ISSUING INSURER(S), AUTHORIZED REPRESENTATIVE OR PRODUCER, AND THE CERTIFICATE HOLDER.

IMPORTANT: If the certificate holder is an **ADDITIONAL INSURED**, the policy(ies) must have **ADDITIONAL INSURED** provisions or be endorsed. If **SUBROGATION** IS WAIVED, subject to the terms and conditions of the policy, certain policies may require an endorsement. A statement on this certificate does not confer rights to the certificate holder in lieu of such endorsement(s).

PRODUCER East Main Street Insurance Services, Inc. Will Maddux PO Box 1298 Grass Valley CA 95945		CONTACT NAME: Will Maddux PHONE (A/C, No., Ext): (530) 477-6521 E-MAIL ADDRESS: info@theeventhelper.com FAX (A/C, No):	
INSURED Jose Pineda [REDACTED]		INSURER(S) AFFORDING COVERAGE INSURER A: Crum & Forster INSURER B: INSURER C: INSURER D: INSURER E: INSURER F:	
		NAIC # 44520	

COVERAGES**CERTIFICATE NUMBER:****REVISION NUMBER:**

THIS IS TO CERTIFY THAT THE POLICIES OF INSURANCE LISTED BELOW HAVE BEEN ISSUED TO THE INSURED NAMED ABOVE FOR THE POLICY PERIOD INDICATED. NOTWITHSTANDING ANY REQUIREMENT, TERM OR CONDITION OF ANY CONTRACT OR OTHER DOCUMENT WITH RESPECT TO WHICH THIS CERTIFICATE MAY BE ISSUED OR MAY PERTAIN, THE INSURANCE AFFORDED BY THE POLICIES DESCRIBED HEREIN IS SUBJECT TO ALL THE TERMS, EXCLUSIONS AND CONDITIONS OF SUCH POLICIES. LIMITS SHOWN MAY HAVE BEEN REDUCED BY PAID CLAIMS.

INSR LTR	TYPE OF INSURANCE	ADDL SUBR INSD WVD	POLICY NUMBER	POLICY EFF (MM/DD/YYYY)	POLICY EXP (MM/DD/YYYY)	LIMITS	
A	<input checked="" type="checkbox"/> COMMERCIAL GENERAL LIABILITY <input type="checkbox"/> CLAIMS-MADE <input checked="" type="checkbox"/> OCCUR Host Liquor Liability Retail Liquor Liability GEN'L AGGREGATE LIMIT APPLIES PER: <input checked="" type="checkbox"/> POLICY <input type="checkbox"/> PRO-JECT <input type="checkbox"/> LOC OTHER:	Y	Y	BAK-88413-2-A3990131	04/09/2023 12:01 AM	04/09/2024 12:01 AM	
	<input type="checkbox"/> AUTOMOBILE LIABILITY <input type="checkbox"/> ANY AUTO <input type="checkbox"/> OWNED AUTOS ONLY <input type="checkbox"/> HIRED AUTOS ONLY <input type="checkbox"/> SCHEDULED AUTOS <input type="checkbox"/> NON-OWNED AUTOS ONLY						
	<input type="checkbox"/> UMBRELLA LIAB <input type="checkbox"/> EXCESS LIAB DED <input type="checkbox"/> RETENTION \$						
	<input type="checkbox"/> WORKERS COMPENSATION AND EMPLOYERS' LIABILITY ANY PROPRIETOR/PARTNER/EXECUTIVE OFFICER/MEMBER EXCLUDED? (Mandatory in NH) If yes, describe under DESCRIPTION OF OPERATIONS below	Y/N	N/A				
							EACH OCCURRENCE \$ 1,000,000 DAMAGE TO RENTED PREMISES (Ea occurrence) \$ 100,000 MED EXP (Any one person) \$ 5,000 PERSONAL & ADV INJURY \$ 1,000,000 GENERAL AGGREGATE \$ 2,000,000 PRODUCTS - COMP/OP AGG \$ 2,000,000 Deductible \$ 1,000 COMBINED SINGLE LIMIT (Ea accident) \$ BODILY INJURY (Per person) \$ BODILY INJURY (Per accident) \$ PROPERTY DAMAGE (Per accident) \$ EACH OCCURRENCE \$ AGGREGATE \$ PER STATUTE OTH-ER E.L. EACH ACCIDENT \$ E.L. DISEASE - EA EMPLOYEE \$ E.L. DISEASE - POLICY LIMIT \$

DESCRIPTION OF OPERATIONS / LOCATIONS / VEHICLES (ACORD 101, Additional Remarks Schedule, may be attached if more space is required)

Certificate holder listed below is named as additional insured per attached CG 20 26 07 04.
Attendance: 75, Participants: 100, Event Type: Soccer (Season) - Amateur Only.
Primary/Non-Contributory wording applies per attached CG 20 01 04 13.
Waiver of transfer of rights of recovery against others to us referenced attached CG 24 04 12 19.
Athletic/Sport Participants liability sublimit of \$30,000 per occurrence, \$30,000 General Aggregate.

CERTIFICATE HOLDER**CANCELLATION**

SHOULD ANY OF THE ABOVE DESCRIBED POLICIES BE CANCELLED BEFORE THE EXPIRATION DATE THEREOF, NOTICE WILL BE DELIVERED IN ACCORDANCE WITH THE POLICY PROVISIONS.

AUTHORIZED REPRESENTATIVE

Rojas Pierce Park
350 Sorensen Ave
Mendota CA 93640

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FUA 24-04



City of Mendota
Facility Use Application Instructions
 643 Quince Street
 Mendota, California 93640
 Phone: (559) 655-3291 ♦ Fax: (559) 655-4064



A Facility Use Permit is required for use of any facilities owned by the City of Mendota ("City") for any pre-advertised assembly or by groups of 25 or more people. Rates and fees are subject to change upon City Council approval. City sponsored/co-sponsored events will take precedence and may bump other reserved events. To obtain copies of fee schedules, forms, and policies and to view the Mendota Municipal Code ("MMC"), please contact Mendota City Hall ("City Hall") at (559) 655-3291 or visit the City's website at www.cityofmendota.com.

Process for Completing the Facility Use Application:

1. **Fill Out Facility Use Application And Sign It:** Fill out the application as completely as possible and read the "Agreement and Release of Liability" section on the last page of the application and sign it. You will also need to initial the bottom of this Application Instructions Page. If you have any questions regarding the application, contact City Hall at (559) 655-3291. For additional information regarding the Facility Use Application ("Application") process, including the annual exclusive use process, please refer to MMC Chapter 12.20.
2. **Turn In Facility Use Application To City Hall:** Once the Application has been completed it must be turned in to City Hall, 643 Quince Street, Mendota, CA 93640. If you would prefer to submit the Application electronically, please call City Hall to obtain the e-mail address to send the application to.
3. **Getting Facility Use Application Approved:** Within 10 working days, unless otherwise noted, of the date all applicable paperwork has been turned in to City Hall, you will be notified via mail (and e-mail, if applicable) of the status of your application. If your application is approved, you will be provided a copy of the Application (which contains the conditions of approval), any other required permit/license applications, and an invoice for the fee/deposit required. If payment of deposit is not received by the date indicated on the invoice, you will forfeit your approved date(s) and will be required to submit a new Application to reactivate your eligibility for the use of the facility and become dependent upon the availability of that date. All remaining fees are due the week prior to the event.

Additional Information Regarding Facility Use Permits:

- **Certificates Of Insurance Required For All Facility Use Permit Applications.** All individuals/organizations submitting an Application must provide the City with certificates of insurance and endorsements evidencing liability and property damage limits with a combined single limit of not less than one million dollars (\$1,000,000.00), with a deductible of no more than five hundred dollars (\$500.00), and which shall specify the City and the applicant as named insured. The certificate of insurance and endorsements shall be filed with the City upon approval of the Application.
- **If Alcoholic Beverages Are To Be Served/Sold:** You will be required to obtain a license from the California Department of Alcoholic Beverage Control. Please submit an original license application to City Hall to obtain City approval as required by the Application. Once you receive the official license from the California Department of Alcoholic Beverage Control, you must submit a copy to City Hall as part of the conditions of approval. You will also be required to contract security services as required by the Mendota Police Department.
- **If Businesses Will Be Contracted To Present, Produce, Or Otherwise Be Involved In The Event, Activity Or Entertainment:** Any businesses (including promoters, food/item vendors, live bands/DJs, etc.) that are contracted for any and all portions of the event, must obtain a City business license in accordance with Title 5 of the MMC. For information regarding the business license process and fees, contact City Hall at (559) 655-3291.
- **If The Event Will Include A Live Band, DJ, Other Purveyor Of Music, And/Or Amplified Sound Equipment:** You will be required to obtain a City Noise Permit and to comply with all requirements contained in Chapter 9.05 of the MMC. The fee for a noise permit is \$5 per day.
- **Additional Conditions of Approval:** The City will provide you with additional conditions of approval that are specific to your event once your application is approved. It is required that you also satisfy and comply with all conditions of approval. Failure to meet the conditions will result in immediate and automatic termination of the permit.

Applicant Initial: [REDACTED]



City of Mendota
Facility Use Application
643 Quince Street
Mendota, California 93640
Phone: (559) 655-3291 ♦ Fax: (559) 655-4064

APPLICANT INFORMATION

Applicant Name: Dino Perez
Address: [REDACTED]
Sponsoring Organization (if applicable): Westside Youth Inc.
If applicable, is the Sponsoring Organization a registered non-profit organization? ☐ No ☒ Yes
Telephone: [REDACTED] Email: [REDACTED]

FACILITY REQUEST INFORMATION

Facility(ies) Requested (Check all applicable boxes):

Rojas-Pierce Park Sport Fields

- ☐ Benny Mares Sr. Baseball Field
- ☐ New Baseball Field
- ☐ Danny Trejo Soccer Field
- ☐ Daniel "Gordo" Porras Youth Soccer Field
- ☐ Eddie Porras Basketball Court(s)
- ☐ David Daniel Skate Park
- ☐ Baseball Field Concession Stand

Rojas-Pierce Park

- ☐ Main Pavilion
- ☐ Concession Stand
- ☐ Dining Area
- ☐ Picnic Area(s)
- ☐ Group BBQ Area
- ☒ Other: Parking Lot
3000 Street 1/2

Other Parks & Facilities

- ☐ Lindgren-Lozano Park
- ☐ Veterans Park
- ☐ La Colonia Park
- ☐ Pool Park
- ☐ Other: _____

EVENT DETAILS

Purpose: Open Market - "Remate"
Date(s): March 20 - Dec 25 ^(Confirmed via phone call on 2/22/24 AP) Time(s): 3PM - 11 PM
Estimated Number of Attendees: Approx. 75-100

Will you require use of the City's electrical sources at the requested facility (if applicable)? ☐ No ☒ Yes

Will there be an admission fee for the event? ☒ No ☐ Yes If yes, list the amount and the reason for this fee: _____

Will alcoholic beverages be sold/served at the event? ☒ No ☐ Yes
If yes, please see instructions page for requirements regarding alcohol.

Will there be a live band, DJ, other purveyor of music, and/or amplified sound equipment?
☐ No ☒ Yes If yes, please see instructions page for requirements regarding noise.

Will any businesses be contracted to present, produce, or otherwise be involved in the event, activity, or entertainment during the event? ☒ No ☐ Yes
If yes, please see instructions page for requirements regarding businesses.

Does the event have a Promoter? ☒ No ☐ Yes
If yes, list the name, telephone and address of the promoter on the line below and see instructions page for requirements regarding businesses.

Will the event generate proceeds/revenue or serve as a fundraiser? ☐ No ☒ Yes
If yes, list the individual(s)/organization(s) that will receive proceeds and how they will be divided:

Westside Youth Inc.

Application continues on the next page

Describe how the event will benefit the community of Mendota.

The event will help create programs such as:
Food distributions, Tutoring, Arts, Crafts, Football, Cheer
Drug education, and other workshops.

Provide a description of the event, including but not limited to: 1) All entertainment and activities that will occur, 2) Any equipment/vehicles that will be used and the nature and times of use of such equipment, 3) the nature and duration of the use of any amplified sound equipment, and 4) Any additional information that will assist the City of Mendota in considering the application.

Items that are not mentioned below will not be permitted. You may add additional pages, if necessary.

Food items, beverages, vitamins, Toys, Clothing, Pony, rides
bounce house, Train, house hold items, shoes, yard
sale item and produce

AGREEMENT AND RELEASE OF LIABILITY

The Applicant has read the Facility-Use-Application Instructions Page and has been instructed to review all regulations and requirements for events contained in City of Mendota ("City") Administrative Policies, forms, and in the Mendota Municipal Code ("MMC"). The Applicant understands and agrees to comply with all Local, State, and Federal requirements, regulations, and conditions for conducting the event on any facilities owned by the City. The Applicant also understands that failure to comply with all Local, State, and Federal requirements, regulations, and conditions will result in the forfeiture of any deposits paid related to the event and possible denial of future applications.

The Applicant agrees to indemnify the City and its agents, employees, and officers against any and all liability, losses, claims, damages, fees of attorneys, and other expenses which the City or its agents, employees, or officers, may sustain or incur in consequence of the use by Applicant of the facilities or arising out of any act or activity conducted by the Applicant on facilities owned by the City, including, but not limited to, sums paid or incurred in connection with claims, suits, or judgment or paid or incurred in attempting to procure release from liability for any person injured as a result of the activities referred to herein. In addition, Applicant agrees to defend and hold harmless the City, its employees, agents, and officers against any and all claim, loss, damage, or liability arising out of any conduct by Applicant on the facilities owned by the City.

Dated: 2/14/24

Print Name

Dino Perez

Signature

For City of Mendota Staff Use Only

Finance Department Approval: Total Fees: _____ Total Deposit: _____ Staff Signature: _____

Application Status: ☐ Approved ☐ Denied Permit No.: _____
Conditions of Approval: _____

Dated: _____ Staff Name _____ Staff Signature _____

Police Department Conditions

Security/Safety Conditions of Approval (if applicable): _____

Dated: _____ Staff Name _____ Staff Signature _____



Ciudad de Mendota Instrucciones de Solicitud para el Uso de Instalaciones

643 Calle Quince
93640, Mendota, California
Teléfono: (559) 655-3291 ♦ Fax: (559) 655-4064



Se requiere un Permiso de Uso de Instalaciones para el uso de cualquier instalación propiedad de la Ciudad de Mendota ("Ciudad") para cualquier asamblea preanunciada o para grupos de 25 o más personas. Las tarifas están sujetas a cambios tras la aprobación del Concejo Municipal. Los eventos patrocinados/copatrocinados por la Ciudad tendrán prioridad y pueden superar a otros eventos reservados. Para obtener copias de los programas de tarifas, formularios y políticas y para ver el Código Municipal de Mendota ("MMC"), comuníquese con el Ayuntamiento de Mendota ("Ayuntamiento") al (559) 655-3291 o visite el sitio web de la Ciudad en www.cityofmendota.com.

Proceso para Completar la Solicitud de Uso de la Instalación:

1. **Complete La Solicitud De Uso De Instalaciones Y Firmela:** Complete la Solicitud lo más completamente posible y lea la sección "Acuerdo y Liberación de Responsabilidad" en la última página de la Solicitud y firmela. También deberá inicializar la parte inferior de esta página de instrucciones de la Solicitud. Si tiene alguna pregunta sobre la Solicitud, comuníquese con el Ayuntamiento al (559) 655-3291. Para obtener información adicional sobre el proceso de la Solicitud de Uso de la Instalación ("Solicitud"), incluido el proceso de uso exclusivo anual, consulte el Capítulo 12.20 del MMC.
2. **Entregar la Solicitud de Uso de Instalaciones al Ayuntamiento:** Una vez que se haya completado la Solicitud, debe entregarse en el Ayuntamiento, 643 Calle Quince, Mendota, CA 93640. Si prefiere enviar la Solicitud electrónicamente, llame al Ayuntamiento para obtener la dirección de correo electrónico a la que debe enviar la Solicitud.
3. **Obtener la Aprobación de la Solicitud de Uso de Instalaciones:** Dentro de 10 días hábiles, a menos que se indique lo contrario, a partir de la fecha en que se haya entregado toda la documentación aplicable al Ayuntamiento, se le notificará por correo (y correo electrónico, si corresponde) del estado de su Solicitud. Si su Solicitud es aprobada, se le proporcionará una copia de la Solicitud (que contiene las condiciones de aprobación), cualquier otra Solicitud de permiso/licencia requerida y una factura por la tarifa/depósito requerido. Si el pago del depósito no se recibe en la fecha indicada en la factura, perderá su(s) fecha(s) aprobada(s) y se le pedirá que presente una nueva Solicitud para reactivar su elegibilidad para el uso de la instalación y dependerá de la disponibilidad de esa fecha. Todas las tarifas restantes se deben pagar la semana anterior al evento.

Información Adicional sobre los Permisos de Uso de las Instalaciones:

- **Se Requieren Certificados De Seguro Para Todas Las Solicitudes De Permisos De Uso De Instalaciones.** Todas las personas/organizaciones que presenten una Solicitud deben proporcionar a la Ciudad los certificados de seguro y endosos que demuestren límites de responsabilidad y daños a la propiedad con un límite único combinado de no menos de un millón de dólares (\$1,000,000.00), con un deducible de no más de quinientos dólares (\$500.00), y que especificarán la Ciudad y el solicitante como asegurados nombrados. El certificado de seguro y endosos se presentará ante la Ciudad al aprobar la Solicitud.
- **Si Se Van A Servir/Vender Bebidas Alcohólicas:** Se le pedirá que obtenga una licencia del Departamento de Control de Bebidas Alcohólicas de California. Envíe una Solicitud de licencia original al Ayuntamiento para obtener la aprobación de la Ciudad según lo requerido por la Solicitud. Una vez que reciba la licencia oficial del Departamento de Control de Bebidas Alcohólicas de California, debe enviar una copia al Ayuntamiento como parte de las condiciones de aprobación. También se le pedirá que contrate los servicios de seguridad requeridos por el Departamento de Policía de Mendota.
- **Si Las Empresas Serán Contratadas Para Presentar, Producir O Participar En El Evento, Actividad O Entretenimiento:** Cualquier empresa (incluidos promotores, vendedores de alimentos/artículos, bandas/DJ en vivo, etc.) que se contraten para todas y cada una de las partes del evento, deben obtener una licencia comercial de la Ciudad de acuerdo con el Título 5 del MMC. Para obtener información sobre el proceso y las tarifas de la licencia comercial, comuníquese con el Ayuntamiento al (559) 655-3291.
- **Si El Evento Incluirá Una Banda En Vivo, DJ, Otro Proveedor De Música Y/O Equipo De Sonido Amplificado:** Se le pedirá que obtenga un permiso de ruido de la ciudad y que cumpla con todos los requisitos contenidos en el Capítulo 9.05 del MMC. La tarifa para un permiso de ruido es de \$5 por día.
- **Condiciones Adicionales de Aprobación:** La Ciudad le proporcionará condiciones adicionales de aprobación que son específicas para su evento una vez que se apruebe su Solicitud. Se requiere que usted también satisfaga y cumpla con todas las condiciones de aprobación. El incumplimiento de las condiciones dará lugar a la terminación inmediata y automática del permiso.

Inicial del Solicitante: _____



Ciudad de Mendota
Solicitud de uso de instalaciones
643 Quince Street
93640, Mendota, California
Teléfono: (559) 655-3291 ♦ Fax: (559) 655-4064

INFORMACIÓN DEL SOLICITANTE

Nombre del Solicitante: Daiana Quintanilla
Dirección: [REDACTED]
Organización Patrocinadora (si corresponde): _____
Si corresponde, ¿es la Organización Patrocinadora una organización sin fines de lucro registrada? ☐ No ☐ Si
Teléfono: [REDACTED] Correo Electrónico: [REDACTED]

INFORMACIÓN DE SOLICITUD DE INSTALACIONES

Instalación(es) solicitada(s) (Pon una 'X' en todas las casillas aplicables):

Campos Deportivos del Parque Rojas-Pierce	Parque Rojas-Pierce	Otros Parques e Instalaciones
<input type="radio"/> Campo de Béisbol Benny Mares Sr. <input type="radio"/> Nuevo Campo de Béisbol <input type="radio"/> Campo de Fútbol Danny Trejo <input type="radio"/> Daniel "Gordo" Porras Campo de Fútbol Juvenil <input type="radio"/> Cancha(s) de Baloncesto Eddie Porras <input type="radio"/> David Daniel Skate Park <input type="radio"/> Puesto de Concesión del Campo de Béisbol	<input type="radio"/> Pabellón Principal <input type="radio"/> Puesto de Concesión <input type="radio"/> Zona de Comedor <input type="radio"/> Área(s) de picnic <input type="radio"/> Área de BBQ para Grupos <input type="radio"/> Otro: _____	<input type="radio"/> Parque Lindgren-Lozano <input type="radio"/> Parque de Veteranos <input type="radio"/> Parque La Colonia <input type="radio"/> Parque de la Piscina <input type="radio"/> Otro: _____

DETALLES DEL EVENTO

Propósito: Circo para toda la familia sin Animales, entretenimiento para toda la comunidad
Fecha(s): April 24 though April 30th Hora(s): 2 pm to 9 pm
Número Estimado de Asistentes: 350 max
¿Requerirá el uso de las fuentes eléctricas de la Ciudad en la instalación solicitada (si aplica)? ☒ No ☐ Si
¿Habrá una tarifa de admisión para el evento? ☐ No ☒ Si 25 dls adult 20 Kid
Si contesta 'Si', escribe la cuota de admisión y el motivo de esta tarifa: _____
¿Se venderán/servirán bebidas alcohólicas en el evento? ☒ No ☐ Si
Si contesta 'Si', consulte la página de instrucciones para conocer los requisitos relacionados con el alcohol.
¿Habrá una banda en vivo, DJ, otro proveedor de music y/o equipo de sonido amplificado? ☐ No ☒ Si
Si contesta 'Si', consulte la página de instrucciones para conocer los requisitos relacionados con el ruido.
¿Se contratará a alguna empresa para presentar, producir o participar en el evento, actividad o entretenimiento durante el evento? ☒ No ☐ Si
Si contesta 'Si', consulte la página de instrucciones para conocer los requisitos relacionados con las empresas.
¿El evento tiene un Promotor? ☒ No ☐ Si
Si contesta 'Si', indique el nombre, el teléfono y la dirección del promotor en la línea a continuación y consulte la página de instrucciones para conocer los requisitos relacionados con las empresas:

¿El evento generará ingresos o servirá como recaudación de fondos? ☒ No ☐ Si
Si contesta 'Si', enumere la(s) persona(s)/organización(es) que recibirán los ingresos y cómo se dividirán:

Describa cómo el evento beneficiará a la comunidad de Mendota.

La comunidad de Mendota estara beneficiada porque se proporcionara un evento de entretenimiento para grandes y chicos, en un ambiente familiar.

Proporcione una descripción del evento, que incluye, entre otros : 1) Todo el entretenimiento y las actividades que ocurrirán, 2) Cualquier equipo/vehículo que se utilizará y la razón y los tiempos de uso de dicho equipo, 3) La razón y duración del uso de cualquier equipo de sonido amplificado, y 4) Cualquier información adicional que ayude a la Ciudad de Mendota a considerar la Solicitud.

No se permitirán artículos que no se mencionen a continuación. Puede agregar páginas adicionales, si es necesario.

Circo sin animales para toda la familia cada show tiene una duracion de 1 hr y 30 min durante ese tiempo se ulizaran 2 amplificadores de 2000 watts que solo se escuchan dentro de la carpa de circo, se venderan snacks y souvenirs.

ACUERDO Y LIBERACIÓN DE RESPONSABILIDAD

El Solicitante ha leído la Página de Instrucciones de Solicitud de Uso de Instalaciones y se le ha indicado que revise todas las regulaciones y requisitos para eventos contenidos en las Políticas Administrativas de la Ciudad de Mendota ("Ciudad"), los formularios y en el Código Municipal de Mendota ("MMC"). El Solicitante entiende y acepta cumplir con todos los requisitos, regulaciones y condiciones locales, estatales y federales para llevar a cabo el evento en cualquier instalación propiedad de la Ciudad. El Solicitante también entiende que el incumplimiento de todos los requisitos, regulaciones y condiciones locales, estatales y federales resultará en la pérdida de cualquier depósito pagado relacionado con el evento y la posible negación de futuras Solicitudes.

El Solicitante acepta indemnizar a la Ciudad y sus agentes, empleados y funcionarios contra cualquier responsabilidad, pérdidas, reclamos, daños, honorarios de abogados y otros gastos que la Ciudad o sus agentes, empleados o funcionarios, puedan sostener o incurrir como consecuencia del uso por parte del Solicitante de las instalaciones o que surjan de cualquier acto o actividad realizada por el Solicitante en instalaciones propiedad de la Ciudad, incluyendo, pero no limitado a, sumas pagadas o incurridas en relación con reclamaciones, demandas o juicios o pagados o incurridos en el intento de obtener la liberación de responsabilidad para cualquier persona lesionada como resultado de las actividades mencionadas en este documento. Además, el Solicitante acepta defender y eximir de responsabilidad a la Ciudad, sus empleados, agentes y funcionarios contra cualquier reclamo, pérdida, daño o responsabilidad que surja de cualquier conducta del Solicitante en las instalaciones propiedad de la Ciudad.

Fecha: 02/26/2024

Daiana Quintanilla

Nombre

Firma

For City of Mendota Staff Use Only

Finance Department Approval: Total Fees: _____ Total Deposit: _____ Staff Signature: _____

Application Status: ☐ Approved

☐ Denied

Permit No.: _____

Conditions of Approval:

Dated: _____

Staff Name

Staff Signature

Police Department Conditions

Security/Safety Conditions of Approval (if applicable):

Dated: _____

Staff Name

Staff Signature



City of Mendota
Facility Use Application Instructions
643 Quince Street
Mendota, California 93640
Phone: (559) 655-3291 ♦ Fax: (559) 655-4064



A Facility Use Permit is required for use of any facilities owned by the City of Mendota ("City") for any pre-advertised assembly or by groups of 25 or more people. Rates and fees are subject to change upon City Council approval. City sponsored/co-sponsored events will take precedence and may bump other reserved events. To obtain copies of fee schedules, forms, and policies and to view the Mendota Municipal Code ("MMC"), please contact Mendota City Hall ("City Hall") at (559) 655-3291 or visit the City's website at ci.mendota.ca.us.

Process for Completing the Facility Use Application:

1. **Fill Out Facility Use Application And Sign It:** Fill out the application as completely as possible and read the "Agreement and Release of Liability" section on the last page of the application and sign it. You will also need to initial the bottom of this Application Instructions Page. If you have any questions regarding the application, contact City Hall at (559) 655-3291. For additional information regarding the Facility Use Application ("Application") process, including the annual exclusive use process, please refer to MMC Chapter 12.20.
2. **Turn In Facility Use Application To City Hall:** Once the Application has been completed it must be turned in to City Hall, 643 Quince Street, Mendota, CA 93640. If you would prefer to submit the Application electronically, please call City Hall to obtain the e-mail address to send the application to.
3. **Getting Facility Use Application Approved:** Within 10 working days, unless otherwise noted, of the date all applicable paperwork has been turned in to City Hall, you will be notified via mail (and e-mail, if applicable) of the status of your application. If your application is approved, you will be provided a copy of the Application (which contains the conditions of approval), any other required permit/license applications, and an invoice for the fee/deposit required. If payment of deposit is not received by the date indicated on the invoice, you will forfeit your approved date(s) and will be required to submit a new Application to reactivate your eligibility for the use of the facility and become dependent upon the availability of that date. All remaining fees are due the week prior to the event.

Additional Information Regarding Facility Use Permits:

- **Certificates Of Insurance Required For All Facility Use Permit Applications.** All individuals/organizations submitting an Application must provide the City with certificates of insurance and endorsements evidencing liability and property damage limits with a combined single limit of not less than one million dollars (\$1,000,000.00), with a deductible of no more than five hundred dollars (\$500.00), and which shall specify the City and the applicant as named insured. The certificate of insurance and endorsements shall be filed with the City upon approval of the Application.
- **If Alcoholic Beverages Are To Be Served/Sold:** You will be required to obtain a license from the California Department of Alcoholic Beverage Control. Please submit an original license application to City Hall to obtain City approval as required by the Application. Once you receive the official license from the California Department of Alcoholic Beverage Control, you must submit a copy to City Hall as part of the conditions of approval. You will also be required to contract security services as required by the Mendota Police Department.
- **If Businesses Will Be Contracted To Present, Produce, Or Otherwise Be Involved In The Event, Activity Or Entertainment:** Any businesses (including promoters, food/item vendors, live bands/DJs, etc.) that are contracted for any and all portions of the event, must obtain a City business license in accordance with Title 5 of the MMC. For information regarding the business license process and fees, contact City Hall at (559) 655-3291.
- **If The Event Will Include A Live Band, DJ, Other Purveyor Of Music, And/Or Amplified Sound Equipment:** You will be required to obtain a City Noise Permit and to comply with all requirements contained in Chapter 9.05 of the MMC. The fee for a noise permit is \$5 per day.
- **Additional Conditions of Approval:** The City will provide you with additional conditions of approval that are specific to your event once your application is approved. It is required that you also satisfy and comply with all conditions of approval. Failure to meet the conditions will result in immediate and automatic termination of the permit.

Applicant Initial





City of Mendota
Facility Use Application
643 Quince Street
Mendota, California 93640
Phone: (559) 655-3291 ♦ Fax: (559) 655-4064

APPLICANT INFORMATION

Applicant Name: Sergio Valdez
Address: [REDACTED]
Sponsoring Organization (if applicable): Mendota Youth Recreation
If applicable, is the Sponsoring Organization a registered non-profit organization? ☐ No ☐ Yes
Telephone: [REDACTED] Email: [REDACTED]

FACILITY REQUEST INFORMATION

Facility(ies) Requested (Check all applicable boxes):

Rojas-Pierce Park Sport Fields

- ☐ Benny Mares Sr. Baseball Field
☐ New Baseball Field
☐ Danny Trejo Soccer Field
☐ Daniel "Gordo" Porras Youth Soccer Field
☐ Eddie Porras Basketball Court(s)
☐ David Daniel Skate Park
☐ Baseball Field Concession Stand

Rojas-Pierce Park

- ☒ Main Pavilion
☒ Concession Stand
☐ Dining Area
☐ Picnic Area(s)
☐ Group BBQ Area
☐ Other: Kiosks

Other Parks & Facilities

- ☐ Lindgren-Lozano Park
☐ Veterans Park
☐ La Colonia Park
☐ Pool Park
☐ Other: _____

EVENT DETAILS

Purpose: Start of Summer Carnival
Date(s): May 30 to June 2, Time(s): 6:00 - 12:00
Estimated Number of Attendees: 600

Will you require use of the City's electrical sources at the requested facility (if applicable)? ☐ No ☒ Yes

Will there be an admission fee for the event? ☒ No ☐ Yes If yes, list the amount and the reason for this fee: _____

Will alcoholic beverages be sold/served at the event? ☐ No ☒ Yes
If yes, please see instructions page for requirements regarding alcohol.

Will there be a live band, DJ, other purveyor of music, and/or amplified sound equipment?
☐ No ☒ Yes If yes, please see instructions page for requirements regarding noise.

Will any businesses be contracted to present, produce, or otherwise be involved in the event, activity, or entertainment during the event? ☐ No ☒ Yes If yes, please see instructions page for requirements regarding businesses.

Does the event have a Promoter? ☒ No ☐ Yes
If yes, list the name, telephone and address of the promoter on the line below and see instructions page for requirements regarding businesses.

Will the event generate proceeds/revenue or serve as a fundraiser? ☐ No ☒ Yes
If yes, list the individual(s)/organization(s) that will receive proceeds and how they will be divided: _____

Describe how the event will benefit the community of Mendota.

All funds help fund community events Easter egg - Back Pak
Red ribbon

Provide a description of the event, including but not limited to: 1) All entertainment and activities that will occur, 2) Any equipment/vehicles that will be used and the nature and times of use of such equipment, 3) the nature and duration of the use of any amplified sound equipment, and 4) Any additional information that will assist the City of Mendota in considering the application.

Items that are not mentioned below will not be permitted. You may add additional pages, if necessary.

AS on Thursday + Friday - Live bands Sat - Sun. Carnival
all 4 days 6:00 to 12:00 food booths

AGREEMENT AND RELEASE OF LIABILITY

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The Applicant agrees to indemnify the City and its agents, employees, and officers against any and all liability, losses, claims, damages, fees of attorneys, and other expenses which the City or its agents, employees, or officers, may sustain or incur in consequence of the use by Applicant of the facilities or arising out of any act or activity conducted by the Applicant on facilities owned by the City, including, but not limited to, sums paid or incurred in connection with claims, suits, or judgment or paid or incurred in attempting to procure release from liability for any person injured as a result of the activities referred to herein. In addition, Applicant agrees to defend and hold harmless the City, its employees, agents, and officers against any and all claim, loss, damage, or liability arising out of any conduct by Applicant on the facilities owned by the City.

Dated: 2-29-2021

Sergio Valdez
Print Name

Signature

For City of Mendota Staff Use Only

Finance Department Approval: Total Fees: _____ Total Deposit: _____ Staff Signature: _____

Application Status: ☐ Approved ☐ Denied Permit No.: _____

Conditions of Approval:

Dated: _____ Staff Name _____ Staff Signature _____

Police Department Conditions

Security/Safety Conditions of Approval (if applicable):

Dated: _____ Staff Name _____ Staff Signature _____

RUA 24-12



City of Mendota
Facility Use Application Instructions
643 Quince Street
Mendota, California 93640
Phone: (559) 655-3291 ♦ Fax: (559) 655-4064



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3. **Getting Facility Use Application Approved:** Within 10 working days, unless otherwise noted, of the date all applicable paperwork has been turned in to City Hall, you will be notified via mail (and e-mail, if applicable) of the status of your application. If your application is approved, you will be provided a copy of the Application (which contains the conditions of approval), any other required permit/license applications, and an invoice for the fee/deposit required. If payment of deposit is not received by the date indicated on the invoice, you will forfeit your approved date(s) and will be required to submit a new Application to reactivate your eligibility for the use of the facility and become dependent upon the availability of that date. All remaining fees are due the week prior to the event.

Additional Information Regarding Facility Use Permits:

- **Certificates Of Insurance Required For All Facility Use Permit Applications.** All individuals/organizations submitting an Application must provide the City with certificates of insurance and endorsements evidencing liability and property damage limits with a combined single limit of not less than one million dollars (\$1,000,000.00), with a deductible of no more than five hundred dollars (\$500.00), and which shall specify the City and the applicant as named insured. The certificate of insurance and endorsements shall be filed with the City upon approval of the Application.
- **If Alcoholic Beverages Are To Be Served/Sold:** You will be required to obtain a license from the California Department of Alcoholic Beverage Control. Please submit an original license application to City Hall to obtain City approval as required by the Application. Once you receive the official license from the California Department of Alcoholic Beverage Control, you must submit a copy to City Hall as part of the conditions of approval. You will also be required to contract security services as required by the Mendota Police Department.
- **If Businesses Will Be Contracted To Present, Produce, Or Otherwise Be Involved In The Event, Activity Or Entertainment:** Any businesses (including promoters, food/item vendors, live bands/DJs, etc.) that are contracted for any and all portions of the event, must obtain a City business license in accordance with Title 5 of the MMC. For information regarding the business license process and fees, contact City Hall at (559) 655-3291.
- **If The Event Will Include A Live Band, DJ, Other Purveyor Of Music, And/Or Amplified Sound Equipment:** You will be required to obtain a City Noise Permit and to comply with all requirements contained in Chapter 9.05 of the MMC. The fee for a noise permit is \$5 per day.
- **Additional Conditions of Approval:** The City will provide you with additional conditions of approval that are specific to your event once your application is approved. It is required that you also satisfy and comply with all conditions of approval. Failure to meet the conditions will result in immediate and automatic termination of the permit.

Applicant Initial





City of Mendota
Facility Use Application
643 Quince Street
Mendota, California 93640
Phone: (559) 655-3291 ♦ Fax: (559) 655-4064

APPLICANT INFORMATION

Applicant Name: Sergio Valdez
Address: [REDACTED]
Sponsoring Organization (if applicable): Mendota Youth Recreation
If applicable, is the Sponsoring Organization a registered non-profit organization? ☐ No ☐ Yes
Telephone: [REDACTED] Email: Sergio-Valdez60@yahoo.com

FACILITY REQUEST INFORMATION

Facility(ies) Requested (Check all applicable boxes):

Rojas-Pierce Park Sport Fields

- ☐ Benny Mares Sr. Baseball Field
- ☐ New Baseball Field
- ☐ Danny Trejo Soccer Field
- ☐ Daniel "Gordo" Porras Youth Soccer Field
- ☐ Eddie Porras Basketball Court(s)
- ☐ David Daniel Skate Park
- ☐ Baseball Field Concession Stand

Rojas-Pierce Park

- ☒ Main Pavilion
- ☐ Concession Stand
- ☐ Dining Area
- ☐ Picnic Area(s)
- ☐ Group BBQ Area
- ☐ Other: _____

Other Parks & Facilities

- ☐ Lindgren-Lozano Park
- ☐ Veterans Park
- ☐ La Colonia Park
- ☐ Pool Park
- ☐ Other: _____

EVENT DETAILS

Purpose: Back Pak Give Away
Date(s): Sunday July 28, 2013 Time(s): 12:00 - 4:00
Estimated Number of Attendees: 200

Will you require use of the City's electrical sources at the requested facility (if applicable)? ☐ No ☒ Yes

Will there be an admission fee for the event? ☒ No ☐ Yes If yes, list the amount and the reason for this fee: _____

Will alcoholic beverages be sold/served at the event? ☒ No ☐ Yes
If yes, please see instructions page for requirements regarding alcohol.

Will there be a live band, DJ, other purveyor of music, and/or amplified sound equipment?
☒ No ☐ Yes If yes, please see instructions page for requirements regarding noise.

Will any businesses be contracted to present, produce, or otherwise be involved in the event, activity, or entertainment during the event? ☒ No ☐ Yes If yes, please see instructions page for requirements regarding businesses.

Does the event have a Promoter? ☒ No ☐ Yes
If yes, list the name, telephone and address of the promoter on the line below and see instructions page for requirements regarding businesses.

Will the event generate proceeds/revenue or serve as a fundraiser? ☒ No ☐ Yes
If yes, list the individual(s)/organization(s) that will receive proceeds and how they will be divided: _____

Describe how the event will benefit the community of Mendota.

Children will receive School Supplies and Backpack

Provide a description of the event, including but not limited to: 1) All entertainment and activities that will occur, 2) Any equipment/vehicles that will be used and the nature and times of use of such equipment, 3) the nature and duration of the use of any amplified sound equipment, and 4) Any additional information that will assist the City of Mendota in considering the application.

Items that are not mentioned below will not be permitted. You may add additional pages, if necessary.

information both

AGREEMENT AND RELEASE OF LIABILITY

The Applicant has read the Facility Use Application Instructions Page and has been instructed to review all regulations and requirements for events contained in City of Mendota ("City") Administrative Policies, forms, and in the Mendota Municipal Code ("MMC"). The Applicant understands and agrees to comply with all Local, State, and Federal requirements, regulations, and conditions for conducting the event on any facilities owned by the City. The Applicant also understands that failure to comply with all Local, State, and Federal requirements, regulations, and conditions will result in the forfeiture of any deposits paid related to the event and possible denial of future applications.

The Applicant agrees to indemnify the City and its agents, employees, and officers against any and all liability, losses, claims, damages, fees of attorneys, and other expenses which the City or its agents, employees, or officers, may sustain or incur in consequence of the use by Applicant of the facilities or arising out of any act or activity conducted by the Applicant on facilities owned by the City, including, but not limited to, sums paid or incurred in connection with claims, suits, or judgment or paid or incurred in attempting to procure release from liability for any person injured as a result of the activities referred to herein. In addition, Applicant agrees to defend and hold harmless the City, its employees, agents, and officers against any and all claim, loss, damage, or liability arising out of any conduct by Applicant on the facilities owned by the City.

Dated: 2-29-2024

Sergio Valdez

Print Name

Signature

For City of Mendota Staff Use Only

Finance Department Approval: Total Fees: _____ Total Deposit: _____ Staff Signature: _____

Application Status: ☐ Approved ☐ Denied Permit No.: _____

Conditions of Approval:

Dated: _____ Staff Name _____ Staff Signature _____

Police Department Conditions

Security/Safety Conditions of Approval (if applicable):

Dated: _____ Staff Name _____ Staff Signature _____

FUA 24-13



City of Mendota
Facility Use Application Instructions
643 Quince Street
Mendota, California 93640
Phone: (559) 655-3291 ♦ Fax: (559) 655-4064



A Facility Use Permit is required for use of any facilities owned by the City of Mendota ("City") for any pre-advertised assembly or by groups of 25 or more people. Rates and fees are subject to change upon City Council approval. City sponsored/co-sponsored events will take precedence and may bump other reserved events. To obtain copies of fee schedules, forms, and policies and to view the Mendota Municipal Code ("MMC"), please contact Mendota City Hall ("City Hall") at (559) 655-3291 or visit the City's website at ci.mendota.ca.us.

Process for Completing the Facility Use Application:

1. **Fill Out Facility Use Application And Sign It:** Fill out the application as completely as possible and read the "Agreement and Release of Liability" section on the last page of the application and sign it. You will also need to initial the bottom of this Application Instructions Page. If you have any questions regarding the application, contact City Hall at (559) 655-3291. For additional information regarding the Facility Use Application ("Application") process, including the annual exclusive use process, please refer to MMC Chapter 12.20.
2. **Turn In Facility Use Application To City Hall:** Once the Application has been completed it must be turned in to City Hall, 643 Quince Street, Mendota, CA 93640. If you would prefer to submit the Application electronically, please call City Hall to obtain the e-mail address to send the application to.
3. **Getting Facility Use Application Approved:** Within 10 working days, unless otherwise noted, of the date all applicable paperwork has been turned in to City Hall, you will be notified via mail (and e-mail, if applicable) of the status of your application. If your application is approved, you will be provided a copy of the Application (which contains the conditions of approval), any other required permit/license applications, and an invoice for the fee/deposit required. If payment of deposit is not received by the date indicated on the invoice, you will forfeit your approved date(s) and will be required to submit a new Application to reactivate your eligibility for the use of the facility and become dependent upon the availability of that date. All remaining fees are due the week prior to the event.

Additional Information Regarding Facility Use Permits:

- **Certificates Of Insurance Required For All Facility Use Permit Applications.** All individuals/organizations submitting an Application must provide the City with certificates of insurance and endorsements evidencing liability and property damage limits with a combined single limit of not less than one million dollars (\$1,000,000.00), with a deductible of no more than five hundred dollars (\$500.00), and which shall specify the City and the applicant as named insured. The certificate of insurance and endorsements shall be filed with the City upon approval of the Application.
- **If Alcoholic Beverages Are To Be Served/Sold:** You will be required to obtain a license from the California Department of Alcoholic Beverage Control. Please submit an original license application to City Hall to obtain City approval as required by the Application. Once you receive the official license from the California Department of Alcoholic Beverage Control, you must submit a copy to City Hall as part of the conditions of approval. You will also be required to contract security services as required by the Mendota Police Department.
- **If Businesses Will Be Contracted To Present, Produce, Or Otherwise Be Involved In The Event, Activity Or Entertainment:** Any businesses (including promoters, food/item vendors, live bands/DJs, etc.) that are contracted for any and all portions of the event, must obtain a City business license in accordance with Title 5 of the MMC. For information regarding the business license process and fees, contact City Hall at (559) 655-3291.
- **If The Event Will Include A Live Band, DJ, Other Purveyor Of Music, And/Or Amplified Sound Equipment:** You will be required to obtain a City Noise Permit and to comply with all requirements contained in Chapter 9.05 of the MMC. The fee for a noise permit is \$5 per day.
- **Additional Conditions of Approval:** The City will provide you with additional conditions of approval that are specific to your event once your application is approved. It is required that you also satisfy and comply with all conditions of approval. Failure to meet the conditions will result in immediate and automatic termination of the permit.

Applicant Initials





**City of Mendota
Facility Use Application**

643 Quince Street
Mendota, California 93640
Phone: (559) 655-3291 ♦ Fax: (559) 655-4064

APPLICANT INFORMATION

Applicant Name: Serapio Valdez
Address: [REDACTED]
Sponsoring Organization (if applicable): Mendota Youth Recreation
If applicable, is the Sponsoring Organization a registered non-profit organization? ☐ No ☒ Yes
Telephone: [REDACTED] Email: [REDACTED]

FACILITY REQUEST INFORMATION

Facility(ies) Requested (Check all applicable boxes):

Rojas-Pierce Park Sport Fields

- ☐ Benny Mares Sr. Baseball Field
- ☐ New Baseball Field
- ☐ Danny Trejo Soccer Field
- ☐ Daniel "Gordo" Porras Youth Soccer Field
- ☐ Eddie Porras Basketball Court(s)
- ☐ David Daniel Skate Park
- ☐ Baseball Field Concession Stand

Rojas-Pierce Park

- ☐ Main Pavilion
- ☐ Concession Stand
- ☐ Dining Area
- ☐ Picnic Area(s)
- ☐ Group BBQ Area
- ☐ Other: Parking lot

Other Parks & Facilities

- ☐ Lindgren-Lozano Park
- ☐ Veterans Park
- ☐ La Colonia Park
- ☐ Pool Park
- ☐ Other: _____

EVENT DETAILS

Purpose: Red ribbon - Truck or Treat
Date(s): Sun Oct 27, 2024 Time(s): 12:00 - 9:00
Estimated Number of Attendees: 200

Will you require use of the City's electrical sources at the requested facility (if applicable)? ☒ No ☐ Yes

Will there be an admission fee for the event? ☒ No ☐ Yes If yes, list the amount and the reason for this fee: _____

Will alcoholic beverages be sold/served at the event? ☒ No ☐ Yes
If yes, please see instructions page for requirements regarding alcohol.

Will there be a live band, DJ, other purveyor of music, and/or amplified sound equipment?
☐ No ☒ Yes If yes, please see instructions page for requirements regarding noise.

Will any businesses be contracted to present, produce, or otherwise be involved in the event, activity, or entertainment during the event? ☐ No ☒ Yes
If yes, please see instructions page for requirements regarding businesses.

Does the event have a Promoter? ☒ No ☐ Yes
If yes, list the name, telephone and address of the promoter on the line below and see instructions page for requirements regarding businesses.

Will the event generate proceeds/revenue or serve as a fundraiser? ☒ No ☐ Yes
If yes, list the individual(s)/organization(s) that will receive proceeds and how they will be divided:

Describe how the event will benefit the community of Mendota.

Say no to drugs

Provide a description of the event, including but not limited to: 1) All entertainment and activities that will occur, 2) Any equipment/vehicles that will be used and the nature and times of use of such equipment, 3) the nature and duration of the use of any amplified sound equipment, and 4) Any additional information that will assist the City of Mendota in considering the application.

Items that are not mentioned below will not be permitted. You may add additional pages, if necessary.

information both truck on back trunks displaying
halloween decorations

AGREEMENT AND RELEASE OF LIABILITY

The Applicant has read the Facility Use Application Instructions Page and has been instructed to review all regulations and requirements for events contained in City of Mendota ("City") Administrative Policies, forms, and in the Mendota Municipal Code ("MMC"). The Applicant understands and agrees to comply with all Local, State, and Federal requirements, regulations, and conditions for conducting the event on any facilities owned by the City. The Applicant also understands that failure to comply with all Local, State, and Federal requirements, regulations, and conditions will result in the forfeiture of any deposits paid related to the event and possible denial of future applications.

The Applicant agrees to indemnify the City and its agents, employees, and officers against any and all liability, losses, claims, damages, fees of attorneys, and other expenses which the City or its agents, employees, or officers, may sustain or incur in consequence of the use by Applicant of the facilities or arising out of any act or activity conducted by the Applicant on facilities owned by the City, including, but not limited to, sums paid or incurred in connection with claims, suits, or judgment or paid or incurred in attempting to procure release from liability for any person injured as a result of the activities referred to herein. In addition, Applicant agrees to defend and hold harmless the City, its employees, agents, and officers against any and all claim, loss, damage, or liability arising out of any conduct by Applicant on the facilities owned by the City.

Dated: 2-29-2024

Sergio Valdez
Print Name

Signature

For City of Mendota Staff Use Only

Finance Department Approval: Total Fees: _____ Total Deposit: _____ Staff Signature: _____

Application Status: ☐ Approved ☐ Denied Permit No.: _____

Conditions of Approval:

Dated: _____ Staff Name _____ Staff Signature _____

Police Department Conditions

Security/Safety Conditions of Approval (if applicable):

Dated: _____ Staff Name _____ Staff Signature _____



City of Mendota
Facility Use Application Instructions
643 Quince Street
Mendota, California 93640
Phone: (559) 655-3291 ♦ Fax: (559) 655-4064



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3. **Getting Facility Use Application Approved:** Within 10 working days, unless otherwise noted, of the date all applicable paperwork has been turned in to City Hall, you will be notified via mail (and e-mail, if applicable) of the status of your application. If your application is approved, you will be provided a copy of the Application (which contains the conditions of approval), any other required permit/license applications, and an invoice for the fee/deposit required. If payment of deposit is not received by the date indicated on the invoice, you will forfeit your approved date(s) and will be required to submit a new Application to reactivate your eligibility for the use of the facility and become dependent upon the availability of that date. All remaining fees are due the week prior to the event.

Additional Information Regarding Facility Use Permits:

- **Certificates Of Insurance Required For All Facility Use Permit Applications.** All individuals/organizations submitting an Application must provide the City with certificates of insurance and endorsements evidencing liability and property damage limits with a combined single limit of not less than one million dollars (\$1,000,000.00), with a deductible of no more than five hundred dollars (\$500.00), and which shall specify the City and the applicant as named insured. The certificate of insurance and endorsements shall be filed with the City upon approval of the Application.
- **If Alcoholic Beverages Are To Be Served/Sold:** You will be required to obtain a license from the California Department of Alcoholic Beverage Control. Please submit an original license application to City Hall to obtain City approval as required by the Application. Once you receive the official license from the California Department of Alcoholic Beverage Control, you must submit a copy to City Hall as part of the conditions of approval. You will also be required to contract security services as required by the Mendota Police Department.
- **If Businesses Will Be Contracted To Present, Produce, Or Otherwise Be Involved In The Event, Activity Or Entertainment:** Any businesses (including promoters, food/item vendors, live bands/DJs, etc.) that are contracted for any and all portions of the event, must obtain a City business license in accordance with Title 5 of the MMC. For information regarding the business license process and fees, contact City Hall at (559) 655-3291.
- **If The Event Will Include A Live Band, DJ, Other Purveyor Of Music, And/Or Amplified Sound Equipment:** You will be required to obtain a City Noise Permit and to comply with all requirements contained in Chapter 9.05 of the MMC. The fee for a noise permit is \$5 per day.
- **Additional Conditions of Approval:** The City will provide you with additional conditions of approval that are specific to your event once your application is approved. It is required that you also satisfy and comply with all conditions of approval. Failure to meet the conditions will result in immediate and automatic termination of the permit.

Applicant Initials





City of Mendota
Facility Use Application
643 Quince Street
Mendota, California 93640
Phone: (559) 655-3291 ♦ Fax: (559) 655-4064

APPLICANT INFORMATION

Applicant Name: Sergio Valdez
Address: [REDACTED]
Sponsoring Organization (if applicable): Mendota Youth Recreation
If applicable, is the Sponsoring Organization a registered non-profit organization? ☐ No ☒ Yes
Telephone: [REDACTED] Email: [REDACTED]

FACILITY REQUEST INFORMATION

Facility(ies) Requested (Check all applicable boxes):

Rojas-Pierce Park Sport Fields

- ☐ Benny Mares Sr. Baseball Field
- ☐ New Baseball Field
- ☐ Danny Trejo Soccer Field
- ☐ Daniel "Gordo" Porras Youth Soccer Field
- ☐ Eddie Porras Basketball Court(s)
- ☐ David Daniel Skate Park
- ☐ Baseball Field Concession Stand

Rojas-Pierce Park

- ☐ Main Pavilion
- ☐ Concession Stand
- ☐ Dining Area
- ☐ Picnic Area(s)
- ☐ Group BBQ Area
- ☐ Other: _____

Other Parks & Facilities

- ☐ Lindgren-Lozano Park
- ☐ Veterans Park
- ☐ La Colonia Park
- ☐ Pool Park
- ☒ Other: _____

6th-7th & Puchon
streets confirmed on
3/4/24

EVENT DETAILS

Purpose: Annual Christmas Parade
Date(s): Sat Dec 21 Time(s): 12:00 - 9:00
Estimated Number of Attendees: 800
Will you require use of the City's electrical sources at the requested facility (if applicable)? ☒ No ☐ Yes
Will there be an admission fee for the event? ☒ No ☐ Yes If yes, list the amount and the reason for this fee: _____
Will alcoholic beverages be sold/served at the event? ☒ No ☐ Yes
If yes, please see instructions page for requirements regarding alcohol.
Will there be a live band, DJ, other purveyor of music, and/or amplified sound equipment?
☐ No ☒ Yes If yes, please see instructions page for requirements regarding noise.
Will any businesses be contracted to present, produce, or otherwise be involved in the event, activity, or entertainment during the event? ☐ No ☒ Yes If yes, please see instructions page for requirements regarding businesses.
Does the event have a Promoter? ☒ No ☐ Yes
If yes, list the name, telephone and address of the promoter on the line below and see instructions page for requirements regarding businesses.

Will the event generate proceeds/revenue or serve as a fundraiser? ☒ No ☐ Yes
If yes, list the individual(s)/organization(s) that will receive proceeds and how they will be divided:

Describe how the event will benefit the community of Mendota.

Food Vendors Members and groups display
floats decorated in a Christmas theme

Provide a description of the event, including but not limited to: 1) All entertainment and activities that will occur, 2) Any equipment/vehicles that will be used and the nature and times of use of such equipment, 3) the nature and duration of the use of any amplified sound equipment, and 4) Any additional information that will assist the City of Mendota in considering the application.

Items that are not mentioned below will not be permitted. You may add additional pages, if necessary.

Arts & craft food vendors

AGREEMENT AND RELEASE OF LIABILITY

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The Applicant agrees to indemnify the City and its agents, employees, and officers against any and all liability, losses, claims, damages, fees of attorneys, and other expenses which the City or its agents, employees, or officers, may sustain or incur in consequence of the use by Applicant of the facilities or arising out of any act or activity conducted by the Applicant on facilities owned by the City, including, but not limited to, sums paid or incurred in connection with claims, suits, or judgment or paid or incurred in attempting to procure release from liability for any person injured as a result of the activities referred to herein. In addition, Applicant agrees to defend and hold harmless the City, its employees, agents, and officers against any and all claim, loss, damage, or liability arising out of any conduct by Applicant on the facilities owned by the City.

Dated: 2-29-2024

Sergio Valdez
Print Name

Signature

For City of Mendota Staff Use Only

Finance Department Approval: Total Fees: _____ Total Deposit: _____ Staff Signature: _____

Application Status: ☐ Approved ☐ Denied Permit No.: _____

Conditions of Approval:

Dated: _____
Staff Name _____ Staff Signature _____

Police Department Conditions

Security/Safety Conditions of Approval (if applicable):

Dated: _____
Staff Name _____ Staff Signature _____

EXHIBIT B

App Number	Organization	Event	Date/Time	Number of Days Requested	Facility(ies) Requested	Event Details	Proposed Conditions of Approval Additional conditions may be added as deemed necessary by staff to ensure protection of City facility(ies) and the safety of participants/community	Fees/Deposits & Applicable Policies
FUA 24-02	Central California Food Bank (Non-Profit Organization)	Food Distribution Event	2nd and 4th Thursday of each month 8am-12pm	19 Days	Rojas-Pierce Park Parking Lot	Number of attendees: 150-250 families Admission fee: None Alcoholic beverages: None Live band, DJ, music, or sound equipment: None Businesses involved: None Promoter involved: None Is the event a fundraiser? No	Applicant must comply with all City General Conditions of Approval as listed in Exhibit "A". Applicant will ensure that those attending the event do not encroach on sidewalks and driveways and will comply with any additional encroachment conditions as required by the City.	TOTAL FEES DUE: \$0.00 TOTAL DEPOSITS DUE: \$0.00 Applicable Administrative Policy: Event Permit for Non-Profit Organizations (Exhibit "C") Notes: No fees established for RPP Parking Lot.
FUA 24-03	Mendota Unified School District Preschool (Non-Profit Organization)	Preschool Graduation Ceremony	6/31/24 8am-1pm	1 Day	Rojas-Pierce Park Main Pavilion	Number of attendees: 60 Admission fee: None Alcoholic beverages: None Live band, DJ, music, or sound equipment: None Businesses involved: None Promoter involved: None Is the event a Fundraiser? No	Applicant must comply with all City General Conditions of Approval as listed in Exhibit "A".	TOTAL FEES DUE: \$0.00 (first day of event fees waived \$100% all other days fees waived 50%). TOTAL DEPOSITS DUE: \$0.00 Total Fees Waived: \$350.00 RPP Main Pavilion Rental Fee Applicable Administrative Policy: Event Permit for Non-Profit Organizations (Exhibit "C")
FUA 24-06	Santiago Batres	Soccer	Monday-Friday from 5pm-10pm	Exact number of Days TBD (Dependent on condition of soccer field)	Rojas-Pierce Park Soccer Field and Lindgren-Lozano Park	Number of attendees: 100 Admission fee: None Alcoholic beverages: None Live band, DJ, music, or sound equipment: None Businesses involved: None Promoter involved: None Is the event a fundraiser? No	Applicant must comply with all City General Conditions of Approval as listed in Exhibit "A". Applicant (and those participating in the event held by the Applicant) are not permitted to use cleats with metal spikes on the field. Applicant (and those participating in the event held by the Applicant) are not permitted to use the field when it is wet or if it is raining.	TOTAL FEES DUE: \$400.00 Fee Breakdown: Soccer Field Rental Fee: \$200.00 Lindgren-Lozano Park Rental Fee: \$200.00 TOTAL DEPOSITS DUE: \$500.00 Deposit Breakdown: Soccer Field General Deposit: \$250.00 Lindgren-Lozano Park General Deposit: \$250.00 Applicable Administrative Policy: None
FUA 24-07	Mendota Youth Baseball (Body within Mendota Youth Recreation, a non-profit organization)	Baseball Games	3/2/24-7/31/24 Tuesdays and Thursdays from 5pm- 9pm; Saturdays from 8am-5pm	Exact number of days TBD (Dependent on weather)	Benny Mares Sr. Baseball Field; New Baseball Field and Concession Stand	Number of attendees: 100 Admission fee: None Alcoholic beverages: None Live band, DJ, music, or sound: None Business involved: None Promoter involved: None Is the event a Fundraiser? Yes, all proceeds benefit Mendota Youth Baseball	Applicant must comply with all City General Conditions of Approval as listed in Exhibit "A". Due to safety reasons, Mendota Youth Baseball may not utilize the City's concession stand as storage for league equipment. Applicant (and those participating in the event held by the Applicant) are not permitted to use cleats with metal spikes on the field. Applicant (and those participating in the event held by the Applicant) are not permitted to use the field when it is wet or if it is raining.	TOTAL FEES DUE: \$0.00 (Concession Stand Fee) Total Fees Waived: \$25.00 (first day event waived 100% all other days waived 50%) TOTAL DEPOSITS DUE: \$250.00 Applicable Administrative Policy: Event Permit for Non-Profit Organizations (Exhibit "C")

2024 Overview of Facility Use Applications

FUA 24-08	Jose D. Pineda	Soccer	Saturdays: 3pm-9pm Sundays: 9am-9pm	Exact number of Days TBD (Dependent on condition of soccer field)	Rojas-Pierce Park Soccer Field	Number of attendees: 100 Admission fee: None Alcoholic beverages: None Live band, DJ, music, or sound equipment: None Businesses involved: None Promoter involved: None Is the event a fundraiser? No	Applicant must comply with all City General Conditions of Approval as listed in Exhibit "A". Applicant (and those participating in the event held by the Applicant) are not permitted to use cleats with metal spikes on the field. Applicant (and those participating in the event held by the Applicant) are not permitted to use the field when it is wet or if it is raining.	TOTAL FEES DUE: \$200.00 Fee Breakdown: Soccer Field Rental Fee: \$200.00 TOTAL DEPOSITS DUE: \$250.00 Deposit Breakdown: Soccer Field General Deposit: \$250.00 Applicable Administrative Policy: None
FUA 24-09	Westside Youth (Non-Profit Organization)	Open Market (Non-Profit Organization)	3/20/24-12/25/24 Every Wednesday 3pm-11:00pm	41 Days	Rojas- Pierce Park Parking Lot and part of Smoot Street	Number of attendees: 75-300 Admission fee: None Alcoholic beverage: None Live band, DJ, music, or sound equipment: Yes Business involved: None Promoter involved: None Is the event a Fundraiser? Yes, all proceeds benefit Westside Youth, Inc.	Applicant must comply with all City General Conditions of Approval as listed in Exhibit "A". Applicant must contract security services as required by the Chief of Police, or their designee, and in accordance with the City's requirements for contracting security services. Applicant must obtain a City Noise Permit. Applicant must contract for trash services. Applicant must provide portable restrooms. Applicant must obtain a City Entertainment Encroachment Permit. Applicant will not encroach on sidewalks and driveways and will comply with an additional encroachment condition as required by the City. Applicant shall ensure that all vendors and businesses participating in the event obtain a City business license and that said vendors and businesses maintain their business license with them during the event.	TOTAL FEES DUE: \$1,600.00 (First day event fees waived 100%, all days after fees waived 50%) TOTAL DEPOSITS DUE: \$0.00 Total Fees Waived: \$1,600.00 Entertainment Encroachment Permit: \$75dayX 41 days: \$3,075 Noise Permit: \$5/day X 41 days= \$205.00 Applicable Administrative Policy: Event Permit for Non-Profit Organizations (Exhibit "C")
FUA 24-10	Daiana Quintanilla	Circus	4/24/24-4/30/24	7 Days	William Robert Johnston Municipal Airport	Number of attendees: 350 Admission fee: \$25 for adults and \$20 for children Alcoholic beverage: None Live band, DJ, music, or sound equipment: Yes Business involved: None Promoter involved: None Is the event a Fundraiser? No	Applicant must comply with all City General Conditions of Approval as listed in Exhibit "A". Applicant will schedule and obtain an inspection from the City of Mendota for its tent and any other related equipment. Inspection must be scheduled 24 hours in advance. Applicant must contract security services as required by the Chief of Police or their designee, and in accordance with the City's requirements for contracting security services.	TOTAL FEES DUE: \$879.00 Fee Breakdown: Business License + SB1186: \$25/day x 5 days + SB1186 \$4.00= \$129.00 Noise Permit: \$5/day x 5 days= \$25.00 Inspection Fee= \$225.00 Facility Use Fee= \$500.00 TOTAL DEPOSITS DUE: \$550.00 Deposit Breakdown: General Deposit: \$500.00 Key Deposit: \$50.00 Applicable Administrative Policy: None

FUA 24-11	Mendota Youth Recreation (Non-Profit Organization)	Carnival	5/30/24 - 6/2/24 6pm-12am	4 Days	Rojas-Pierce Park Main Pavilion and Concession Stand	<p>Number of attendees: 600 Admission fee: None Alcoholic beverages: Yes Live band, DJ, music, or sound equipment: Yes Businesses involved: Yes Promoter involved: None Is the event a fundraiser? Yes. All proceeds benefit Mendota Youth Recreation.</p>	<p>Applicant must comply with all City General Conditions of Approval as listed in Exhibit "A". Applicant must provide a detailed scheduled of the event. Applicant is permitted sell alcoholic beverages during the event, and the consumption of alcohol is permitted during the event. All sales and consumption of alcohol must be within a designated area. The Applicant must obtain a license from the State of California Department of Alcoholic Beverage Control and provide a copy of said license to the City. Applicant must contract security services as required by the Chief of Police, or their designee, and in accordance with the City's requirements for contracting security services. Applicant must obtain a City Noise Permit. Applicant must contract for trash services. Applicant must provide portable restrooms. Applicant must obtain a City Entertainment Encroachment Permit. Applicant shall ensure that all vendors and businesses (including but not limited to the carnival operator) participating in the event obtain a City business license and that said vendors and businesses maintain their business license with them during the event. Applicant must not charge an admission fee to individuals who wish to utilize the park area for recreation purposes.</p>	<p>TOTAL FEES DUE: \$0.00 (Fees Waived 100%)</p> <p>TOTAL DEPOSITS DUE: \$500.00 RPP Pavilion: \$300.00 RPP Concession Stand: \$150.00 Key Deposit: \$50.00</p> <p>Total Fees Waived: \$2,120.00 RPP Pavilion Rental Fee: \$350/dayX 4 days= \$1,400.00 RPP Concession Stand Rental Fee: \$175/dayX 4 days=\$700.00 Noise Permit: \$5/day X 4 days=\$20.00</p> <p>Applicable Administrative Policy: City Participation in Community Events (Exhibit "D")</p>
FUA 24-12	Mendota Youth Recreation (Non-Profit Organization)	Annual Backpack Giveaway	7/28/24 12pm-4pm	1 Day	Rojas-Pierce Park Main Pavilion	<p>Number of attendees: 200 Admission fee: None Alcoholic beverages: None Live band, DJ, music, or sound equipment: None Businesses involved: Yes Promoter involved: None Is the event a Fundraiser? No</p>	<p>Applicant must comply with all City General Conditions of Approval as listed in Exhibit "A".</p>	<p>TOTAL FEES DUE: \$175.00</p> <p>TOTAL DEPOSITS DUE: \$350.00 Deposit Breakdown: RPP General Deposit: \$300.00 RPP Key Deposit: \$50.00</p> <p>Total Fees Waived: \$175.00 RPP Pavilion Rental Fee: \$350 (First day waived 100%, all other days waived 50%)</p> <p>Applicable Administrative Policy: Event Permit for Non-Profit Organizations (Exhibit "C")</p>
FUA 24-13	Mendota Youth Recreation (Non-Profit Organization)	Red Ribbon Trunk Or Treat	10/27/24 12pm-9pm	1 Day	Rojas-Pierce Park Parking Lot	<p>Number of attendees: 200 Admission fee: None Alcoholic beverages: None Live band, DJ, music, or sound equipment: Yes Businesses involved: Yes Promoter involved: None Is the event a Fundraiser? No</p>	<p>Applicant must comply with all City General Conditions of Approval as listed in Exhibit "A". Applicant must obtain a City Noise Permit. Applicant must ensure that all vendors participating in the event obtain a City business license and that said vendors maintain their business license with them during the event.</p>	<p>TOTAL FEES DUE: \$0.00</p> <p>TOTAL DEPOSITS DUE: \$0.00</p> <p>Applicable Administrative Policy: City Participation in Community Events (Exhibit "D")</p> <p>Notes: No fees established for RPP Parking Lot.</p>
FUA 24-14	Mendota Youth Recreation (Non-Profit Organization)	Annual Christmas Parade	12/21/24 12pm-9pm	1 Day	City Streets (6th, 7th and Pucheu Streets)	<p>Number of attendees: 800 Admission fee: None Alcoholic beverages: None Live band, DJ, music, or sound equipment: Yes Businesses involved: Yes Promoter involved: None Is the event a Fundraiser? No</p>	<p>Applicant must comply with all City General Conditions of Approval as listed in Exhibit "A". Applicant must obtain a City Noise Permit. Applicant must contract for trash services. Applicant must provide portable restrooms. Applicant must obtain a City Entertainment Encroachment Permit. Applicant shall ensure that all vendors participating in the event obtain a City business license and that said vendors maintain their business license with them during the event.</p>	<p>TOTAL FEES DUE: \$0.00 (Fees Waived 100%)</p> <p>Total Fees Waived: \$80.00 Noise Permit: \$5/dayX 1 Day=\$5.00 Entertainment Encroachment Permit: \$75/dayX 1 Day=\$75.00</p> <p>TOTAL DEPOSITS DUE: \$0.00</p> <p>Applicable Administrative Policy: City Participation in Community Events (Exhibit "D")</p>

EXHIBIT A

CITY OF MENDOTA GENERAL CONDITIONS OF APPROVAL
-Applicant must obtain and provide the City with certificates of insurance evidencing liability and property damage limits with a combined single limit of not less than one million dollars (\$1,000,000.00), and which shall specify the city and the applicant as named insured, in accordance with Mendota Municipal Code Section 12.20.110. It is the responsibility of the Applicant to ensure that the insurance coverage covers the time period that the Applicant is utilizing the City facility(ies).
-Applicant must complete the key-check out form (if applicable) prior to checking out the key to the facility and abide by its terms and conditions. The key to the facility will be provided to the applicant on the dates listed in the final Facility Use Permit Application approval letter.
-Applicant will work with the City and any additional organizations that may need to use the facility(ies) on the days and times (for short period events/reasons) that it is being used by the Applicant.
-Applicant will utilize the facility(ies) only on the times and days that have been outlined above, must notify the city two (2) days in advance or as soon as possible if the facility will not be occupied during a specific day/time, and will provide the City with any updates to its schedule, including any changes that cause the field to be unused when it was previously declared to be used.
-Applicant must obtain all necessary permits and licenses (included but not limited to permits and licenses required by the County of Fresno and the City of Mendota, and any additional required by local and state law) to sell food and non-food products for any and all vendors. Said permits and licenses must remain on the premises and accessible for inspection during the sale of such products.
-Applicant must maintain the facility(ies) based on their use (including picking up trash, cleaning the area, etc.) and immediately report any observed problems, whether or not caused directly by their use, to Mendota City Hall or the City's designated employee.
-Applicant will not permit the sale or consumption of alcohol on the facility(ies) unless previously approved by the City.

EXHIBIT C

**ADMINISTRATIVE POLICY
NUMBER 2004.01
(amended January 28, 2014)**

EVENT PERMIT FOR NON-PROFIT ORGANIZATIONS

I. PURPOSE AND AUTHORITY FOR POLICY

The purpose for this Administrative Policy ("Policy") is intended to promote the full use of City streets, parks and recreation areas and facilities by Non-Profit organizations to provide a benefit to the community.

II. DEFINITIONS

"Building" means a structure under the ownership or supervision of the City established as a community center, senior center or recreational facility.

"City Sponsored" means an event which the City of Mendota is sponsoring on behalf of a non-profit organization and has made no direct financial contribution to the event.

"Community Event" is an event open to the general public authorized by the City for the use of a park, recreational area or building that promotes civic betterment, family entertainment and recreational activities for the community.

"Street Fair" is a function in which it becomes necessary to place barricades blocking off the flow of normal traffic in a designated area of public streets.

"Non-Profit Organization" means any non-profit association or corporation organized primarily for civic betterment, family entertainment, and/or recreational activities.

"Park" or "Recreation Area" means City-owned grounds, parks and public areas devoted to park or recreational purposes.

"Permit" means a written authorization issued by the City for the use of a park area or building as provided by this policy.

III. POLICY

- A. Mendota based Non-Profit organizations will have the payment for one Community Event or Street Fair permit waived in any given calendar year.
- B. Mendota based Non-Profit organizations will receive a 50% discount for all other Community Event and Street Fair permits requested in the same calendar year.
- C. All Non-Profit organizations must have a current business license with the City of Mendota.

- D. Non-Profit organizations not based within the city limits of the City of Mendota shall receive a 50% discount on all Community Event and Street Fair permits.
- E. In the event multiple Non-Profit organizations partner for an event, the Non-Profit organization applying for a Community Event or Street Fair permit will be considered the lead applicant organization and will be responsible for all fees and deposits. All organizations involved in the event are required to provide a Certificate of Insurance in an amount pursuant to the facility use permit application naming the City of Mendota as an additional insured unless exempted by the provisions of Administrative Policy No. 2004.02.
- F. Non-Profit organizations applying for a Street Fair permit for fundraising purposes must contact City Hall with all pertinent information and shall be subject to approval by Emergency Response Agencies, i.e. Police, Fire and Medical. Closure of any public streets shall not exceed six (6) hours.

IV. APPLICATION

- A. All organizations will be required to complete an application for Community Event and Street Fair permits thirty (30) days prior to the event. At the time the application is submitted all fees, deposits, proof of insurance and proof of 501(c)(3) status must be submitted for the building, park or recreation area to be reserved.

This policy is not intended to conflict with or modify City of Mendota Municipal Code. All organizations are required to comply with the City of Mendota Municipal Code regarding the event.

EXHIBIT D

City of Mendota



Administrative Policy

City Participation in Community Events

INTRODUCTION:

In light of the new administrative policy regarding the lending of City equipment to only events that are City sponsored, staff has recently reviewed the administrative policy regarding which events are considered to be City hosted. After reviewing it, we realized that there are some events that are no longer being held on a regular basis, and some events that are common but not included. As such, this administrative policy is intended to clarify and replace the old administrative policy regarding City participation in community events.

PURPOSE:

The purpose of this Administrative Regulation ("Regulation") is intended to clarify and establish the role of the City of community events hosted by the City to promote recreational activities that provide a benefit to the community.

DEFINITIONS:

"City Hosted" means an event in which the City of Mendota is the host on behalf of non-profit organization(s) and has no direct financial contribution to the event.

"Community Event" is an event open to the general public authorized by the City for the use of a park, recreational area or building that promotes family entertainment and recreational activities for the community.

"City Liaison" means a city employee working with the non-profit organization(s) on behalf of the City, but is not responsible for coordinating the event.

POLICY:

- A. The City Manager will appoint a city employee to serve as City Liaison for events hosted by the City.
- B. Based on the availability of city resources, the City will provide support services including but not limited to:
 - 1. Public works personnel;
 - 2. In-kind contributions i.e. copying, printing, postage;
 - 3. Facilities.
- C. The designated organization will be responsible for coordinating all facets of the event, including but not limited to; securing all necessary permits/applications, contacting events sponsors, fund-raising activities, getting approval from other regulatory agencies, contracting for event services (i.e. sound equipment).
- D. The City of Mendota shall host the following events:
 - 1. Annual Harvest Fiesta;
 - 2. Driver Awareness;
 - 3. Red Ribbon Week and Carnival;
 - 4. Christmas Parade;
 - 5. Senior Thanksgiving;
 - 6. National Night Out; and
 - 7. Cultural Event at the Mendota Branch Library.
- E. City hosted events will be provided insurance coverage under the City of Mendota policy.
- F. City hosted events will not count towards free or discounted events in accordance with Policy 2004.01 Event Permit for Organizations.
- G. Third parties will be responsible for payment of city business license fees and other applicable permit fees.
- H. All city fees for exclusive use permits will be waived.
- I. Lead organization will encourage and promote participation by other City of Mendota non-profit organizations.

AGENDA ITEM – STAFF REPORT

TO: HONORABLE MAYOR AND COUNCILMEMBERS

FROM: JENNIFER LEKUMBERRY, DIRECTOR OF ADMINISTRATIVE SERVICES & ASSISTANT CITY MANAGER

VIA: CRISTIAN GONZALEZ, CITY MANAGER

SUBJECT: APPROVING A ONE-YEAR CONTRACT EXTENSION WITH NETXPERTS FOR IT MANAGED SERVICES AND AUTHORIZING THE CITY MANAGER TO EXECUTE ALL NECESSARY DOCUMENTS

DATE: MARCH 12, 2024

ISSUE

Should the City Council adopt Resolution No. 24-14, approving a one-year contract extension with NetXperts for IT Managed Services and authorizing the City Manager to execute all necessary documents?

BACKGROUND

NetXperts has provided IT Managed Services for the City of Mendota for the past year. Since the City only had a one-year contract with NetXperts, an RFP was released to gather options before entering into an extension with NetXperts. On December 27, 2023, staff issued a Request for Proposals (“RFP”) for IT Managed Services. The RFP was advertised on the City’s website and a public notice was published in The Business Journal inviting interested parties to submit a proposal.

ANALYSIS

A total of 14 proposals were received by the City of Mendota. Upon reviewing the proposals received in comparison to the contract and services provided by NetXperts, it was determined that it was best to move forward with a contract extension of one year with NetXperts, as they offer the services requested at the lowest cost.

FISCAL IMPACT

A total of \$12,000, to be divided into three parts and paid by the Sewer, Water, and General funds, will be expended for the year term.

RECOMMENDATION

Staff recommends that the City Council adopt Resolution No. 24-14, approving a one-year contract extension with NetXperts for IT Managed Services and authorizing the City Manager to execute all necessary documents.

Attachment:

1. Resolution No. 24-14
2. Exhibit “A” - NetXperts Contract Extension

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

RESOLUTION NO. 24-14

**A RESOLUTION OF THE CITY COUNCIL OF THE CITY OF MENDOTA APPROVING
A ONE-YEAR CONTRACT EXTENSION WITH NETXPPTS FOR IT MANAGED
SERVICES AND AUTHORIZING THE CITY MANAGER TO EXECUTE ALL
NECESSARY DOCUMENTS**

WHEREAS, on December 27, 2023, the City of Mendota ("City") issued a Request for Proposals ("RFP") for IT Managed Services for the City; and

WHEREAS, on December 29, 2023, a public notice was published with The Business Journal notifying all interested parties to submit proposals for the service being requested; and

WHEREAS, fourteen (14) companies submitted proposals by the deadline; and

WHEREAS, upon review, staff determined that extending the current contract with NetXperts was the most economical option for the City.

NOW, THEREFORE, BE IT RESOLVED, that the City Council of the City of Mendota hereby approves a one-year contract extension with NetXperts for IT Managed Services, in substantially the form attached hereto as Exhibit "A," and authorizes the City Manager or his designee to execute all documents necessary therefor.

Victor Martinez, Mayor

ATTEST:

I, Celeste Cabrera-Garcia, City Clerk of the City of Mendota, do hereby certify that the foregoing resolution was duly adopted and passed by the City Council at a regular meeting of said Council, held at the Mendota City Hall on the 12th day of March, 2024, by the following vote:

AYES:

NOES:

ABSENT:

ABSTAIN:

Celeste Cabrera-Garcia, City Clerk

EXHIBIT A



CITY OF MENDOTA

IT Managed Services

February 27th, 2024

PRESENTED BY:

Jen Kniland
Account Director
NetXperts LLC

Managed Services supporting City
of Mendota IT infrastructure

Walnut Creek | Ontario | 925.806.0800 | sales@netxperts.com

Our Mission: Bridging Digital Gaps

City of Mendota IT Managed Services Renewal

Objectives of NetXperts Managed Services:

Our commitment is to provide round-the-clock IT support services with the following goals:

- Ensuring the protection of technology assets
- Guaranteeing the efficient operation of network systems
- Enhancing the quality of services delivered
- Maximizing the return on investment (ROI) for IT infrastructure

Managed Service Contract Enhancements:

- *Analysis of Past Tickets:* We have conducted a thorough review of previous service tickets to identify areas for improvement. Our findings across 56 tickets opened and 55 resolved highlighted improved visibility and communication moving forward.
- *New Ticketing Portal:* We are implementing a new ticketing portal.
 - This portal will enhance visibility and provide a comprehensive record of all issues and resolutions.
 - It's designed to streamline the process, making it more efficient and user-friendly.
- *Enhanced Triage & Escalation Procedures:* We are refining our ticket triage and escalation processes to ensure faster and more effective responses to your needs.
 - Formal escalation procedure document will be shared after contract execution.
 - In the interim, for your use, please find the below escalation contacts:
 - Jen Kniland, Account Director, jkniland@netxperts.com
 - Neil Wada, President and COO, nwada@netxperts.com
 - Tim Femister, CEO, tfemister@netxperts.com

Enhanced Support:

We recognize the value of onsite support when needed and have provided options under the renewal section.

IT Managed Services Renewal

NetXperts is excited to offer the continuation of our Managed Services at the existing rates, now inclusive of as-needed onsite support.

Continued Remote-Only Support: \$1,000/month for 12-months. The current scope of work and agreement would continue to apply to the services provided.

- **Onsite Support:** Available as required.
 - **Network Engineer Rate:** \$130 per hour for any onsite assistance.
 - **Travel Rate:** \$55 per hour for travel time.

We appreciate the potential opportunity to continue serving the City of Mendota and are committed to enhancing our service quality to meet and exceed your expectations. We look forward to discussing these proposals in more detail and tailoring our services to your specific needs.

Contract Effective Date and Term

Effective Date: March 1st, 2024
Expiration Date: February 28th, 2025

Acknowledgement

The undersigned acknowledge reading, understanding, and approving this computer and networking services agreement.

NetXperts, LLC.	City of Mendota
Signature: <u>Jen Kniland</u>	Signature: _____
Name: Jen Kniland	Name: _____
Date: <u>3/07/2024</u>	Date: _____
Title: Account Director	Title: _____

Memorandum

To: City Council via Cristian Gonzalez, City Manager

From: Michael Osborn, City Engineer
Jeff O'Neal, City Planner

Subject: City Engineer's Report to City Council

Date: March 5, 2024

Engineering Projects:

1. Rojas Pierce Park:
 - Working with County for CDBG funding for Phase 3: Restroom & Concession Building
2. Well 10 and Water Main Relocation
 - Construction documents are being reviewed by USBR & staff; coordination with USBR and BB Limited and potential to bid and construct this spring
3. Citywide RRXG Improvements:
 - Coordinating crossing improvements with Railroad, Caltrans & CPUC
 - Construction anticipated in Winter 2024
4. Backwash Reclaim Project
 - Design is underway; looking for funding opportunities for construction
5. Mendota Stormwater Improvement Project
 - Prop 68 UFGP funded: Construction began in August
 - Construction to be completed this month
6. Derrick & Oller Roundabout
 - CEQA & NEPA completed
 - 100% Construction Documents reviewed by Caltrans
 - Construction anticipated in Spring/Summer 2024
7. Westside Water Tank & Booster Pump
 - ARPA funded design in progress
 - Construction anticipated in Fall 2024
8. 5th & Quince Street Reconstruction:
 - Design in progress
 - Construction funded with STBG funds in FFY 23/24
9. Fleming & McCabe Street Reconstruction:
 - Construction funded with SB1 funds is complete
10. Amador & Smoot Extension:
 - Design in progress
 - \$874,000 in STBG & CMAQ TPP funds; Construction authorization in FFY 23/24
 - Coordinating with WWD for easement/right-of-way
11. 2024 Local Street Reconstruction:
 - Includes segments of Tule Street, Quince Street & Jennings Street
 - Design to start in April 2024
 - Construction funded with SB1 funds in Spring 2025

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Planning/Development Projects

1. Rojas Pierce Park Annexation
 - Continuing discussions with USBR about whether and how the WWD land retirement program affects the project.
 - Providing legal descriptions of land for WWD use in consent agreement with USBR
2. Housing Element Update
 - HCD has provided formal comments on its first review of the City's 6th Cycle Housing Element. The consultant is revising the document accordingly.
4. Airport Reuse
 - Request of closure sent to Caltrans and FAA
 - Phase 1 of Land Use planning in progress
5. Proposed Residential Developments
 - Working with applicants to submit and process SB9 residential parcel maps
 - Discussing a General Plan amendment and rezone for a small apartment project near Derrick Avenue
 - PC and CC to look at abandonment of a tiny segment of unused alley at Jennings/9th followed by SB9 parcel map
6. Emmanuel Outreach Center
 - Talking to architect about site plan and conditional use permit
7. Belmont & SR 33
 - Site Plan Review in process
8. Several SB9 Parcel Maps
 - Under review

Grant Applications:

1. Triangle Park & Pool Park:
 - Assisted in various Grant applications for both parks
2. Marie Street Reconstruction:
 - Application for \$2.25 million in CMAQ funding submitted to FCOG for competitive call for projects
3. Divisadero Street Reconstruction:
 - Application for \$985,000 in STBG funding submitted to FCOG for competitive call for projects & was awarded for FFY 24/25; Design to start in March 2024

On-going (this month):

1. Representation of the City at FCOG TTC
2. Coordination of road projects with Caltrans
3. Assistance to Assistant City Manager for grant obligations & opportunities
4. Coordination with USACOE for Panoche Creek flood study
5. Following up with FAA for airport closure

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

- Engineers: 6
- Planners: 5
- Surveyors: 2
- Environmental Specialist: 0

- GIS/CAD Specialists: 2
- Construction Manager: 1
- Project Administrator: 5

Abbreviations:

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

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