



CITY OF MENDOTA

"Cantaloupe Center Of The World"

ROLANDO CASTRO
Mayor

JESUS MENDOZA
Mayor Pro Tem

JOSE ALONSO

JOSEPH R. RIOFRIO

OSCAR ROSALES

AGENDA MENDOTA CITY COUNCIL

Regular City Council Meeting
CITY COUNCIL CHAMBERS
643 QUINCE STREET

August 10, 2021

6:00 PM

CRISTIAN GONZALEZ
City Manager

JOHN KINSEY
City Attorney

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

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

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

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

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

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

<https://zoom.us/j/481456459?pwd=S1ZEc0VYaXRRTFp6c293cHMyQIA1dz09>

CALL TO ORDER

ROLL CALL

FLAG SALUTE

INVOCATION

FINALIZE THE AGENDA

1. Adjustments to Agenda
2. Adoption of final Agenda

PRESENTATION

1. Fresno County Sheriff Mims to thank the officers of the Mendota Police Department for their assistance during the Creek Fires.

CITIZENS' ORAL AND WRITTEN PRESENTATIONS

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

APPROVAL OF MINUTES AND NOTICE OF WAIVING OF READING

1. Minutes of the regular City Council meeting of July 27, 2021.
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. JULY 21, 2021 THROUGH AUGUST 4, 2021
WARRANT LIST CHECK NOS. 50584 THROUGH 50634
TOTAL FOR COUNCIL APPROVAL = \$238,831.29
2. Proposed adoption of **Resolution No. 21-62**, approving an update to the City's authorized signers for United Security Bank.
3. Proposed adoption of **Resolution No. 21-63**, approving an update to the City's authorized signers for its Westamerica Bank signature card.
4. Proposed adoption of **Resolution No. 21-64**, revising the Management Benefit Resolution applicable to the City's Management Employees.

BUSINESS

1. Council discussion and consideration of water conservation measures in response to the ongoing drought conditions.
 - a. *Receive report from City Manager Gonzalez*
 - b. *Inquiries from Council to staff*
 - c. *Mayor Castro opens floor to receive any comment from the public*
 - d. *Council provides direction to staff on how to proceed*

2. Council discussion and consideration of **Ordinance No. 21-15**, adding Section 5.08.266 to Chapter 5.08 of Title 5 of the Mendota Municipal Code to establish a business license fee for lessors of residential real property.
 - a. *Receive report from City Manager Gonzalez*
 - b. *Inquiries from Council to staff*
 - c. *Mayor Castro opens floor to receive any comment from the public*
 - d. *Council provides any input and waives the first reading of Ordinance No. 21-15, and sets the public hearing for the August 24th City Council Meeting*

DEPARTMENT REPORTS AND INFORMATIONAL ITEMS

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

MAYOR AND COUNCIL REPORTS AND INFORMATIONAL ITEMS

1. Council Member(s)
2. Mayor

CLOSED SESSION

1. CONFERENCE WITH LEGAL COUNSEL – EXISTING LITIGATION
 - a. Pursuant to Paragraph (1) of Subdivision (d) of Government Code section 54956.9; *Cruz v. City of Mendota, et al.*, Fresno County Superior Court, Case No. 21CECG01185

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 August 10, 2021, was posted on the outside bulletin board located at City Hall, 643 Quince Street, on Friday, August 6, 2021 at 3:30 p.m.



Celeste Cabrera-Garcia, City Clerk



MINUTES OF MENDOTA REGULAR CITY COUNCIL MEETING

Regular Meeting

July 27, 2021

Meeting called to order by Mayor Castro at 6:02 p.m.

Roll Call

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

Council Members Absent: None

Flag salute led by Claudia Leiva.

Invocation led by Police Chaplains Ophelia Lugo and Arturo Montejano.

Police Chaplain Lugo provided a reminder on the upcoming National Night Out Event.

FINALIZE THE AGENDA

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

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

PRESENTATION

1. Council to present **Proclamation No. 21-03**, thanking and recognizing Finance Director/Assistant City Manager Rudy Marquez for his service and commitment to the City of Mendota.

The item was tabled for later in the meeting.

CITIZENS ORAL AND WRITTEN PRESENTATIONS

Council inquired on whether the Fresno County Board of Supervisors received a letter that was submitted by the City of Mendota (City) requesting financial assistance in response to the consequences of the COVID-19 pandemic.

Marc Benjamin – commented on the letter that was submitted by the City, and the County's use of American Relief Plan funds.

Discussion was held on the information provided by Mr. Benjamin.

APPROVAL OF MINUTES AND NOTICE OF WAIVING OF READING

1. Minutes of the regular City Council meeting of July 13, 2021.
2. Notice of waiving of the reading of all resolutions and/or ordinances introduced and/or adopted under this agenda.

A motion was made by Councilor Riofrio to approve items 1 and 2, seconded by Councilor Rosales; unanimously approved (5 ayes).

PRESENTATION

1. Council to present **Proclamation No. 21-03**, thanking and recognizing Finance Director/Assistant City Manager Rudy Marquez for his service and commitment to the City of Mendota.

Mayor Castro read Proclamation No. 21-03 into the record and thanked Finance Director/Assistant City Manager Marquez for his service and commitment to the City.

The Council thanked Mr. Marquez for his service and wished him well on his retirement.

At 6:28 p.m. the Council took a recess.

At 6:34 p.m. the meeting reconvened.

CONSENT CALENDAR

1. JULY 7, 2021 THROUGH JULY 20, 2021
WARRANT LIST CHECK NOS. 50522 THROUGH 50583
TOTAL FOR COUNCIL APPROVAL = \$553,883.03
2. Proposed adoption of **Resolution No. 21-55**, awarding the construction contract for the Mendota Automatic Meter Reading project to West Valley Construction Company, Inc. in the amount of \$2,337,042.

3. Proposed adoption of **Resolution No. 21-56**, approving the purchase of a sewer unit and two trucks and approving loans with United Security Bank.
4. Proposed adoption of **Resolution No. 21-57**, approving the removal of the Finance Director/Assistant City Manager position; approving the creation of the positions of Finance Director, Director of Administrative Services/Assistant City Manager, and City Clerk/Events Coordinator; and approving their respective salary schedules.
5. Proposed adoption of **Resolution No. 21-58**, approving an amendment to the Fiscal Year 2021-2022 Budget for the American Rescue Plan Funding Allocation.
6. Proposed adoption of **Resolution No. 21-59**, approving the Commercial Property Land Use Agreement between the City of Mendota and American Paving Co.
7. Proposed adoption of **Resolution No. 21-60**, approving revisions to the City of Mendota's administrative policies related to Public Records Act requests.

A request was made to pull item 4 for discussion.

A motion was made by Councilor Rosales to approve items 1 through 3 and 5 through 7 of the Consent Calendar, seconded by Councilor Riofrio; unanimously approved (5 ayes).

4. Proposed adoption of **Resolution No. 21-57**, approving the removal of the Finance Director/Assistant City Manager position; approving the creation of the positions of Finance Director, Director of Administrative Services/Assistant City Manager, and City Clerk/Events Coordinator; and approving their respective salary schedules.

Discussion was held on the item.

A motion was made by Mayor Pro Tem Mendoza to approve item 4 of the Consent Calendar, seconded by Councilor Alonso; unanimously approved (5 ayes).

BUSINESS

1. Council discussion and consideration of **Resolution No. 21-61**, authorizing the signing of a Memorandum of Understanding for the potential development of a Wastewater Treatment Facility and Water Supply Agreement related to the Heartland Hydrogen Project.

Mayor Castro introduced the item and City Engineer Osborn summarized the report.

Discussion was held on the item.

Brenor Brophy – provided information on the proposed project.

Discussion was held on the item.

A motion was made by Councilor Rosales to adopt Resolution No. 21-61, seconded by Councilor Riofrio; unanimously approved (5 ayes).

DEPARTMENT REPORTS AND INFORMATIONAL ITEMS

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

Chief of Police Smith provided the report for the Code Enforcement Department including monthly statistics.

Discussion was held on water conservation measures and conducting public outreach regarding the matter, and a lost dog that was recovered.

Chief Smith provided the report for the Animal Control Department including monthly statistics; the status of the hiring of additional Code Enforcement officers; an upcoming dog vaccine clinic; and the status of the animal control truck.

Discussion was held on animal control activities.

Chief Smith provided the report for the Police Department including monthly statistics, and the upcoming National Night Out event.

Discussion was held on various police cases; the need for additional police presence; speeding issues in the community; and traffic violations at the Latino Market.

At 7:11 p.m. Councilor Riofrio left the Council Chambers and returned at 7:12 p.m.

2. City Attorney
 - a) Update

Assistant City Attorney Castro provided an update on the work of his office.

3. City Manager

City Manager Gonzalez provided an update on the purchase of the sewer combination truck; the status of the Rojas-Pierce Park basketball court resurfacing project; the status of the baseball fields; the upcoming summer community clean-up event; the status of the Automatic Meter Reading project; and the possibility of holding a Council appreciation luncheon.

Discussion was held on the status of vendor costs at the open market; the possibility of holding a cannabis-related event; and the possibility of holding events at various locations in the City.

At 7:36 p.m. Councilor Riofrio left the Council Chambers.

MAYOR AND COUNCIL REPORTS AND INFORMATIONAL ITEMS

1. Council Member(s)

Councilor Rosales thanked everyone for the work.

Mayor Pro Tem Mendoza congratulated staff for their advancement and commented on the upcoming golf tournament.

Councilor Alonso congratulated staff for their advancement and hard work.

2. Mayor

Mayor Castro commented on meetings he held with various elected officials, and issues regarding with the Arte and Cultura event.

CLOSED SESSION

1. CONFERENCE WITH LABOR NEGOTIATORS

Pursuant to CA Government Code § 54957.6, subdivision (a)

Title: Unpresented Management Employees

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

At 7:43 p.m. the Council moved into closed.

At 8:01 p.m. the Council reconvened in open session and Assistant City Attorney Castro stated that in regard to item 1 of the Closed Session, there was no reportable action.

ADJOURNMENT

With no more business to be brought before the Council, a motion for adjournment was made at 8:01 p.m. by Councilor Rosales, seconded by Councilor Alonso; unanimously approved (4 ayes, absent: Riofrio).

Rolando Castro, Mayor

ATTEST:

Celeste Cabrera-Garcia, City Clerk

CITY OF MENDOTA
CASH DISBURSEMENTS
7/21/2021-8/4/2021
CHECK# 50584-50634

Date	Check #	Original Check	Vendor	Department	Description
7/21/2021	50584	\$ 106,738.00	CITY OF MENDOTA PAYROLL	GENERAL	PAYROLL TRANSFER 7/5/2021 - 7/18/2021
7/27/2021	50585	\$ 579.71	AT&T	GENERAL-WATER-SEWER	CITY ADMIN. TELEPHONE, 5/25/21-6/24/21
7/27/2021	50586	\$ 1,020.99	PURCHASE POWER	GENERAL-WATER-SEWER	POSTAGE METER REFILL FOR 6/15/2021 & 6/16/2021
7/27/2021	50587	\$ 1,094.55	THE HOME DEPOT	GENERAL-STREETS	HUSKEY METAL SPIRAL MIXER 5GAL, TOGGLE 48" DIM LED, (20) SHOVELS FOR EARTH DAY (PARKS)
7/27/2021	50588	\$ 61.18	ADT SECURITY SERVICES	WATER	SECURITY SERVICES 8/4/2021-9/3/2021 WATER PLANT
7/27/2021	50589	\$ 26,696.90	AETNA LIFE INSURANCE COMPANY	GENERAL	MEDICAL INSURANCE FOR AUGUST 2021
7/27/2021	50590	\$ 669.84	AFLAC	GENERAL	AFLAC INSURANCE FOR JULY 2021
7/27/2021	50591	\$ 500.00	OPHELIA LUGO MARADIAGA	DONATIONS	NATIONAL NIGHT OUT (PRIZES ETC) (PD)
7/27/2021	50592	\$ 1,542.69	MUTUAL OF OMAHA	GENERAL	LIFE AD&D LTD STD FOR AUGUST 2021
7/27/2021	50593	\$ 1,020.99	PURCHASE POWER	GENERAL-WATER-SEWER	POSTAGE METER REFILL 7/12/2021 & 7/13/2021
7/27/2021	50594	\$ 403.29	THE HOME DEPOT	GENERAL	(2) MULTI-PURP 16"X48" ROLL INSUL, WB TAPING KNIFE
7/29/2021	50595	\$ 2,609.50	AUTOMATED OFFICE SYSTEMS	GENERAL-WATER-SEWER	MAINTENANCE CONTRACT COPIER- CITY HALL MAY 2021
7/29/2021	50596	\$ 450.00	BAR PSYCHOLOGICAL GROUP	GENERAL	POST PRE-EMPLOYMENT PSYCH SCREEN (A. AGUILAR-PD)
7/29/2021	50597	\$ 600.00	BC LABORATORIES, INC.	GENERAL	WASTEWATER INFLUENCER/EFFLUENT WATER: EPA 537-CA X
7/29/2021	50598	\$ 385.00	DEPARTMENT OF JUSTICE	GENERAL	BLOOD ALCOHOL ANALYSIS JUNE 2021 (PD)
7/29/2021	50599	\$ 492.30	FRESNO COUNTY SHERIFF	GENERAL	PRISONER PROCESSING SERVICES 4/1/21-6/30/21 4TH OTR-PD
7/29/2021	50600	\$ 21.00	PETTY CASH	GENERAL-WATER-SEWER	PETTY CASH EXPENSES TAG #687-691
7/29/2021	50601	\$ 13,329.00	PG&E	WATER	WATER DEPARTMENT UTILITIES 6/11/2021-7/12/2021
7/29/2021	50602	\$ 1,403.29	PROVOST & PRITCHARD	GENERAL	2020 HOUSING ELEMENT ANNUAL PROGRESS REPORT 6/2021, CANNABIS TEXT AMENDMENTS PROF SERVICES :JUNE 2021
7/29/2021	50603	\$ 200.00	UNITED HEALTH CENTERS	GENERAL	PRE-EMPLOYMENT PHYSICAL EXAM (A. AGUILAR) (PD)
7/30/2021	50604	\$ 132.39	ARAMARK	GENERAL-WATER-SEWER	PUBLIC WORKS UNIFORM SERVICE, 7/22/2021
7/30/2021	50605	\$ 954.06	AT&T MOBILITY	GENERAL	AIRCARD FOR POLICE DEPARTMENT, JUN 12-JULY 11
7/30/2021	50606	\$ 17.54	AUTOZONE, INC.	GENERAL	XTRAVISION SYLVANIA BULB FOR UNIT #84 (PD)
7/30/2021	50607	\$ 1,004.56	BSK ASSOCIATES	WATER-SEWER	MONTHLY GRAB SAMPLE, 7/19/2021, WW WEEKLY, WEEKLY GRAB SAMPLE 7/20/2021 & 7/26/21, GENERAL EDT
7/30/2021	50608	\$ 38.75	CABRERA, CELESTE	GENERAL	MILEAGE REIMBURSEMENT- MENDOTA TO RECORDERS 7/21
7/30/2021	50609	\$ 939.01	CORBIN WILLITS SYSTEMS INC.	GENERAL-WATER-SEWER	ENHANCEMENT & SERVICE FOR MOMS SYSTEM, AUGUST 2021
7/30/2021	50610	\$ 500.00	OPHELIA LUGO MARADIAGA	DONATIONS	NATIONAL NIGHT OUT (FOOD ETC) - PD
7/30/2021	50611	\$ 1,011.49	MENDOTA SMOG & REPAIR	STREETS	2005 CHEVROLET-SILVERADO 1550 REPLACE WORN PARTS
7/30/2021	50612	\$ 1,532.56	NORTHSTAR CHEMICAL	WATER	(750) GALLON SODIUM HYPOCHLORITE- 12.5%, 7/22/21
7/30/2021	50613	\$ 232.39	RAMON'S TIRE & AUTO SERVICE	GENERAL-STREETS	FORD FUSION-1 MOTOR OIL CHANGE & 1 TIRE REPAIR-PD, JEEP-TIRE REPAIR (INSIDE PATCH)-PD, STREET VEH. MAINT/OPER., 7/21/2021
7/30/2021	50614	\$ 60,568.75	SIGNATURE PUBLIC FUNDING	WATER-SEWER	SOLAR GENERATING FACILITIES & INTERGRATED SWITCH VFD
7/30/2021	50615	\$ 169.87	SITEONE LANDSCAPE SUPPLY LLC	GENERAL	TORO POTTED KIT FOR 100P1.5-1/2 IN. RAIN BIRD SOLE
7/30/2021	50616	\$ 69.15	USA BLUEBOOK	WATER	WATER MAINT./REPAIR-ASAHI TYPE-21 BALL VALVE
7/30/2021	50617	\$ 231.94	UNDERGROUND SERVICE ALERT OF NOTHERN CALIFORNIA AND NEVADA	WATER-SEWER	ANNUAL 2021 MEMBERSHIP FEES PLUS 2020 TICKET FEE
8/2/2021	50618	\$ 750.00	JOHN'S CONSTRUCTION CLEAN UP	GENERAL	TRACTOR DISC & ABATED PROP-TRASH & WEEDS 013-105-03

CITY OF MENDOTA
 CASH DISBURSEMENTS
 7/21/2021-8/4/2021
 CHECK# 50584-50634

8/2/2021	50619	\$ 741.05	BANKCARD CENTER	GENERAL-DONATIONS	CREDIT CARD EXPENSES 6/25/2021-6/30/2021, CAR SOAP FOR PATROL CARS, VISIONEER CONSULTING, OFFICE SUPPLIES-PD
8/2/2021	50620	VOID			
8/2/2021	50621	\$ 3,152.14	BANKCARD CENTER	GENERAL-WATER-SEWER-DONATIONS	CREDIT CARD EXPENSES- 7/1/2021-7/26/2021, BUSINESS & TIME CARDS, WATER FILTRATION SYSTEM, LEAGUE OF CITIES
8/4/2021	50622	\$ 315.00	BOBCAT OF FRESNO	WATER	E32 EXCAVATOR ROLL OVER DAMAGE- PARTS AND REPAIR
8/4/2021	50623	\$ 795.00	JOHN'S CONSTRUCTION CLEAN UP	GENERAL	WEED ABATEMENT- TRACTOR DISC & ABATED PROPERTY JULY 2021
8/4/2021	50624	\$ 196.21	ARAMARK	GENERAL-WATER-SEWER	PUBLIC WORKS UNIFORM RENTALS 7/29/2021
8/4/2021	50625	\$ 1,174.80	US COMPUTER & NETWORK SERVICES	GENERAL-WATER-SEWER	(5) ADOBE ACROBAT DC 2021 SUBSCRIPTION MAY-AUG 2021
8/4/2021	50626	\$ 300.00	LEXIS NEXIS	GENERAL-WATER-SEWER	MONTHLY SUBSCRIPTION FOR 7/1/2021-7/31/2021
8/4/2021	50627	\$ 300.00	PATRICIA LYONS	WATER	TRANSLATION OF 2020 CCR REPORT 6PGS
8/4/2021	50628	\$ 1,661.50	MID VALLEY DISPOSAL, INC	REFUSE- STREETS	ROLL OFF BIN EXCHANGE 10 YARD QTY:6.77
8/4/2021	50629	\$ 496.34	OFFICE DEPOT	GENERAL-WATER-SEWER	OFFICE SUPPLIES- PAPER 30% TONER 80X & TONER LASERJET
8/4/2021	50630	\$ 55.00	RAMON'S TIRE & AUTO SERVICE	STREETS	NEW JOHN DEERE 310 SL BACKHOE TIRE REPAIR
8/4/2021	50631	\$ 194.85	TCM INVESTMENTS	GENERAL	MPC 3503 RENTAL FOR POLICE DEPARTMENT COPIER 8/21
8/4/2021	50632	\$ 786.36	TRIANGLE ROCK PRODUCTS, LLC	STREETS	ST 1/2IN HMA TYPE A AGG & ASPHALT QTY: 12.08 ROAD REPAIR
8/4/2021	50633	\$ 625.39	VULCAN MATERIALS COMPANY	STREETS	QTY: 9.57 ST 3/8 CM3000 ST. HUMPS ON PETRY ST.
8/4/2021	50634	\$ 66.96	WECO	GENERAL-WATER-SEWER	(6) RENTAL CYL ACETYLENE #4 D&K JULY 2021

\$ 238,831.29

AGENDA ITEM – STAFF REPORT

TO: HONORABLE MAYOR AND COUNCILMEMBERS
FROM: NANCY DIAZ, FINANCE DIRECTOR
VIA: CRISTIAN GONZALEZ, CITY MANAGER
SUBJECT: APPROVING AN UPDATE TO THE SIGNERS FOR UNITED SECURITY BANK
DATE: AUGUST 10, 2021

ISSUE

Shall the City Council adopt Resolution No. 21-62, approving an update to the signers for United Security Bank?

BACKGROUND

United Security Bank (“USB”) has a list of approved signers on file for the City of Mendota (“City”). USB has requirements that need to be satisfied in order to update information on an account. USB requires: 1) an approved letter to include the name of the business entity and names and titles of all authorized signers; 2) a business application with those listed on approved letter; and 3) a copy of an identification card(s).

ANALYSIS

On July 1st, after serving the community of Mendota for 21 years, Rudy Marquez, Finance Director/Assistant City Manager retired from the City. Staff is needing to submit a letter and a business application to USB. With the recent changes in titles, staff is requesting to add the Assistant City Manager to the signature card during times when City Council is not available for signature.

FISCAL IMPACT

None.

RECOMMENDATION

Staff recommends that the City Council adopt Resolution No. 21-62, approving an update to the signers for United Security Bank.

Attachment(s):

1. Resolution No. 21-62

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

**A RESOLUTION OF THE CITY COUNCIL
OF THE CITY OF MENDOTA APPROVING
AN UPDATE TO THE CITY'S AUTHORIZED
SIGNERS FOR UNITED SECURITY BANK**

RESOLUTION NO. 21-62

WHEREAS, the City of Mendota has authorized signers for United Security Bank; and

WHEREAS, the City of Mendota has had updates to its personnel; and

WHEREAS, the City's authorized signers for United Security Bank need to be updated by submitting a letter from the City listing its new authorized signers.

NOW, THEREFORE, BE IT RESOLVED, by the City Council of the City of Mendota that the City hereby approves an update to its United Security Bank authorized signers by submitting a letter listing Rolando Castro, Mayor; Jesus "Jesse" Mendoza, Mayor Pro Tem; Cristian Gonzalez, City Manager; Jennifer Lekumberry, Director of Administrative Services/Assistant City Manager; Celeste Cabrera-Garcia, City Clerk/Events Coordinator; and Nancy Diaz, Finance Director as authorized signers.

Rolando Castro, Mayor

ATTEST:

I, Celeste Cabrera-Garcia, City Clerk of the City of Mendota, do hereby certify that the foregoing resolution was duly adopted and passed by the City Council at a regular meeting of said Council, held at the Mendota City Hall on the 10th day of August, 2021, by the following vote:

AYES:

NOES:

ABSENT:

ABSTAIN:

Celeste Cabrera-Garcia, City Clerk

AGENDA ITEM – STAFF REPORT

TO: HONORABLE MAYOR AND COUNCILMEMBERS
FROM: NANCY DIAZ, FINANCE DIRECTOR
VIA: CRISTIAN GONZALEZ, CITY MANAGER
SUBJECT: APPROVING AN UPDATE TO THE WESTAMERICA BANK SIGNATURE CARD
DATE: AUGUST 10, 2021

ISSUE

Shall the City Council adopt Resolution No. 21-63, approving an update to the Westamerica Bank signature card?

BACKGROUND

Westamerica Bank (“WAB”) has a signature card on file with authorized signees for the City of Mendota (“City”). WAB has requirements that need to be satisfied in order to update the information on a signature card. Meeting minutes or a minute order is required to include the following: name of the business entity, names and titles of all officers of the business entity and names and titles of all authorized signers on the account. A Personal Information Sheet and copy of an identification card is required for all signers on the account(s). After the information is provided to WAB, a signature card with information is provided to the City to be signed by the authorized signers. The current signature card held at the bank needs to be updated to reflect changes that have occurred.

ANALYSIS

On July 1st, after serving the community of Mendota for 21 years, Rudy Marquez, Finance Director/Assistant City Manager retired from the City. Staff is needing to submit the requirements to WAB to get a new signature card on file. With the recent changes in titles, staff is requesting to add the Assistant City Manager to the signature card during times when City Council is not available for signature.

FISCAL IMPACT

None.

RECOMMENDATION

Staff recommends that the City Council adopt Resolution No. 21-63, approving an update to the signature card at Westamerica Bank.

Attachment(s):

1. Resolution No. 21-63

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

**A RESOLUTION OF THE CITY COUNCIL
OF THE CITY OF MENDOTA APPROVING
AN UPDATE TO THE CITY'S AUTHORIZED
SIGNERS FOR ITS WESTAMERICA BANK
SIGNATURE CARD**

RESOLUTION NO. 21-63

WHEREAS, the City of Mendota has authorized signers for its signature card with Westamerica Bank; and

WHEREAS, the City of Mendota has had updates to its personnel; and

WHEREAS, the signers for the City's signature card with Westamerica Bank need to be updated to reflect the City's recent personnel changes.

NOW, THEREFORE, BE IT RESOLVED, by the City Council of the City of Mendota that the City hereby approves an update to its Westamerica Bank signature card by removing Rudy Marquez and adding Nancy Diaz and Jennifer Lekumberry as authorized signers.

Rolando Castro, Mayor

ATTEST:

I, Celeste Cabrera-Garcia, City Clerk of the City of Mendota, do hereby certify that the foregoing resolution was duly adopted and passed by the City Council at a regular meeting of said Council, held at the Mendota City Hall on the 10th day of August, 2021, by the following vote:

AYES:

NOES:

ABSENT:

ABSTAIN:

Celeste Cabrera-Garcia, City Clerk

EXHIBIT A

Organization: City of Mendota
City Council: Rolando Castro – Mayor
Jesus “Jesse” Mendoza – Mayor Pro Tempore
Jose Alonso – Councilmember
Joseph Riofrio – Councilmember
Oscar Rosales – Councilmember

Authorized Signers:

Rolando Castro – Mayor
Jesus “Jesse” Mendoza – Mayor Pro Tempore
Cristian Gonzalez – City Manager
Jennifer Lekumberry – Director of Administrative Services/Assistant City Manager
Celeste Cabrera-Garcia – City Clerk
Nancy Diaz – Finance Director

AGENDA ITEM – STAFF REPORT

TO: HONORABLE MAYOR AND COUNCILMEMBERS
FROM: CRISTIAN GONZALEZ, CITY MANAGER
SUBJECT: MANAGEMENT BENEFIT RESOLUTION REVISION
DATE: AUGUST 10, 2021

ISSUE

Should the City Council adopt Resolution No. 21-64, revising the Management Benefit Resolution applicable to the City’s Management Employees?

BACKGROUND

The current Management Benefit Resolution permits the City Manager, the Public Works Director, the Chief of Police, and the Police Lieutenant to use a City of Mendota (“City”) assigned vehicle to commute between work and their personal residence. The Public Utilities Director position, although parallel to the Public Works Director, is not authorized to utilize a city vehicle to commute to and from home.

The Public Utilities Director is required to attend Council meetings and respond to the City’s water and sewer needs.

ANALYSIS

Staff finds the practice of allowing the Public Utilities Director to take home a vehicle reasonable and appropriate due to the nature of the position.

FISCAL IMPACT

There will be an approximate fiscal impact of \$11,000. A breakdown of this cost is listed below.

- 50% from the Water Operation Fund
- 50% from the Sewer Operation Fund

RECOMMENDATION

Staff recommends that the City Council adopt Resolution No. 21-64, revising the Management Benefit Resolution applicable to the City’s Management Employees.

Attachment(s):

1. Resolution No. 21-64

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

**A RESOLUTION OF THE CITY COUNCIL
OF THE CITY OF MENDOTA IN THE
MATTER OF REVISING THE
MANAGEMENT BENEFIT RESOLUTION
APPLICABLE TO THE CITY'S
MANAGEMENT EMPLOYEES**

RESOLUTION NO. 21-64

WHEREAS, the City Council of the City of Mendota has adopted Resolutions setting the compensation of non-represented City employees in management positions, hereinafter "Management Employees"; and,

WHEREAS, the City Council of the City of Mendota wishes to modify the benefits and compensation of Management Employees, as set forth by Resolutions 14-13,15-49, 18-26,19-22,19-43, and 21-50.

NOW, THEREFORE, BE IT RESOLVED by the City Council of the City of Mendota that the compensation and benefits policy for Management Employees is set, established, and modified to read in full as follows:

- 1) **PERSONNEL RULES:** Mendota Personnel rules, adopted March 22, 2016, by Resolution 16-14 are enforceable and incorporated herein by reference.
- 2) **SALARY SCHEDULE:** Rates for "Employees" shall be as set forth in a Step Plan to be revised by population periodically based on salary survey of like cities.
- 3) **COLA:** Management Employees shall receive an annual cost of living salary increase of:

The City will issue a retroactive lump sum payment to all current Management Employees covered by this Resolution at a rate of \$13 per hour actually worked in person, excluding time off regardless if paid or not and also excluding anytime teleworked, during the start of the pandemic through June 30, 2021 up to a total of \$12,500 per current employee at time the payment is issued, which is anticipated to be mid-late July or early August. If any management position was filled by promotion by an Employee that worked for the City of Mendota during the pandemic, the City will count hours worked as a City Employee during the pandemic retroactively in addition to the hours worked as a Management Employee for payment of this retroactive premium pay up to the cap of \$12,500.

The City wants to clarify that payment will be made for each eligible and current Employee, at the time of payment distribution. Further, the maximum benefit amount is

\$12,500, which includes the roll up costs associated with the lump sum and the breakdown is as follows: \$11,408.75 is the maximum amount to be paid to Employees and \$1,091.25 is the maximum amount the City will use to pay for the City's roll up costs associated with this premium payment, totaling \$12,500. The City's rollup costs of \$1,091.25 is computed by the following breakdown: FICA 6.20%, SDI 1.08%, and Medicare at 1.45% per position, per lump sum pay. The roll up cost for any Employee that worked less than 961.5 hours during the time frame abovementioned, will be computed utilizing the same breakdown of FICA 6.20%, SDI 1.08%, and Medicare at 1.45% of the total benefit earned.

Maximum benefit breakdown is noted below:

American Rescue Plan	Roll Up Costs	Total
\$11,408.75	\$1,091.25	\$12,500.00
		FT
FICA	6.20%	\$775.00
SDI	1.08%	\$135.00
Medicare	1.45%	\$181.25
	Total	\$1,091.25

In good faith, with the City expecting to receive the funds in the middle of July, the City foresees August 5, 2021 as the latest day for payment to be issued to Employees, however the City will issue payment to Employees the first payroll after receiving the funds, which may be a sooner date.

4) **TOTAL COMPENSATION:** All compensation paid to or on behalf of all City Employees, including benefits, insurances, shall be considered a part of Employees total compensation package. The Management Compensation Plan shall apply to all Employees classified as "Management". Such Employees shall continue their eligibility for existing or future compensation programs, which may be applicable to other Employees unless made inapplicable by Council action.

5) **STEP INCREASES:** Management Employees shall be evaluated annually no later than the anniversary date of the employee's appointment to his/her position by the City Manager. Employees who receive "satisfactory" or better on their overall evaluation shall receive a step increase consistent with the Step Plan.

6) **PENSION PLANS:** The benefit contract in effect between the City of Mendota and the Public Employees Retirement System (PERS) on behalf of eligible permanent full-time employees of this unit is 2% at age 62. The Employee will make the full employee contributions to the plan. The employer will make the full employer contributions to the plan.

All new Employees hired on or after January 1, 2013 and are new Miscellaneous

members of Public Employees Retirement System (PERS), pursuant to the Public Employee's Pension Reform Act (PEPRA) of 2013, the City shall provide the PERS Miscellaneous 2% @ 62 Retirement Plan. All PERS contribution paid by the Employees shall be paid on a pre-tax basis as per IRS code.

The City shall maintain the existing Section 401(k) Pension Plan. Employees are eligible to make contributions after 6 months of regular full-time employment.

For safety personnel who is excluded from the CalPERS contract, the City will contribute 5% of each participating Employee's base salary, contingent on participating Employee contributing at least three percent (3%) of his/her base salary within the plan.

SDI: City shall pay the full amount of Employee's S.D.I.

7) ADMINISTRATION DAYS: Employees shall receive ten (10) Administrative leave days on July 1st of each fiscal year. Unused leave can either be paid out once during the fiscal year or up to 20 hours of unused administrative leave may be carried over to the following fiscal year.

8) VACATION: Vacation shall accrue at the rate of 6.666 hours per month. Employees with at least 5 years plus one day of service shall accrue vacation at the rate of 10 hours a month to be carried over annually. Management Employees may receive payment at their regular salary rate of up to 80 hours of accrued vacation time per fiscal year.

9) SICK LEAVE: Employees shall accrue eight (8) hours a month accumulated sick leave. Employees who become ill while on vacation may charge their sick leave accounts for the time sick. Sick leave to be carried over annually.

10) BEREAVEMENT LEAVE: Employees shall be entitled to use up to 24 hours bereavement leave for each occurrence, not to exceed a total of 48 hours, upon approval of City Manager.

11) UNUSED SICK LEAVE: Upon death, retirement, resignation, layoff, or termination, unused accumulated sick leave shall be paid at the Employee's last salary rate as follows: More than 5 years City service: 25%; more than 10 years City service: 35%; more than 20 years City service: 50%.

12) HOLIDAY: Employees shall have thirteen (13) 8-hour and three (3) 4-hour paid Holidays annually, and any day or part of day declared by the President of the United States or Governor of California to be a national day of mourning or celebration. Holidays shall be same as for Represented General Employees, and if additional Holidays are added, Management Employees shall have their Holidays match. In the interest of maintaining a minimum level of service to the community, Management Employees may be required to work on a declared day of mourning. The Employee will

be compensated at their regular rate of pay but shall be entitled to eight (8) hours of compensatory time off to be taken at the Employee's discretion with approval of the City Manager.

13) FLOATING HOLIDAY: Employees shall receive one 8-hour day of floating holiday leave on July 1st of each year. Unused floating holiday leave will be paid out once per fiscal year.

14) HEALTH BENEFITS: Employees shall receive fully paid City health benefits for themselves and their dependents which shall include: Medical, Dental, and Vision. Plans should be equal to or better than what plans represented General Employees receive. Employee covered by Health Insurance from different source other than City may elect to receive payment in lieu of coverage in the amount of \$500.00.

15) LIFE INSURANCE: Employees shall receive a Fifty-Thousand-dollar (\$50,000.00) Term Life Insurance Policy, paid by the City.

16) EDUCATIONAL REIMBURSEMENT PROGRAM: Employees shall be reimbursed for tuition and book expenses actually incurred (\$334 per academic term, not to exceed \$1,000 per fiscal year) for attending classes on their own time, which would be a direct benefit to the individual employee and the City, as approved by the City Manager. In the event any Employee receiving such reimbursement resigns his/her position, all reimbursement for tuition and/or book expenses paid to said Employee within the past 12 months shall be returned to the City by resigning employee.

17) OVERTIME: Employees are "Management Personnel" and are not eligible for overtime pay.

18) REST PERIODS: Employees shall be allowed rest periods not to exceed fifteen (15) minutes each, once before lunch and once after lunch, during work shift without loss of pay.

19) HOURS OF WORK: Daily hours of work for Employees shall be assigned by the City Manager as required to meet the operational needs of the City. City Hall Management staff 8:00 a.m. to 5:00 p.m. Public Works Director and Building Inspector, Public Works Superintendent shall maintain similar hours as Public Works staff or as assigned by the City Manager.

20) CITY AND PERSONAL VEHICLE: A City vehicle and fuel will be assigned to the City Manager, the Chief of Police, the Police Lieutenant, the Public Works Director, Public Works Superintendent, Chief Plant Operator, Public Utilities Director, and the Building Inspector for his/her use in performing his/her official duties that, except as otherwise authorized by the City Council, shall be returned to the City yard at the earlier of the end of the shift or performance of such official duties.

A City vehicle and fuel will be available to management staff not assigned a City

vehicle, to use for City business. In the event that a City vehicle is not available, Employees' use of personal vehicles for City business shall be compensated at a rate established by the IRS mileage rate.

The City Manager, Public Works Director, Public Utilities Director, Chief of Police, and Police Lieutenant are permitted to use such assigned vehicles to commute between work and personal residences.

21) LEAGUE AND DEPARTMENT CONFERENCES: Employees are authorized to attend appropriate meetings and conferences relating to their employment activities and to be given a flat rate per diem rate, lodging, and mileage, as set by City Council.

22) ANNUAL RECONSIDERATION: The above listed items to remain in force. Employees and the City Council agree that Employees will not make any additional requests pertaining to this benefit Resolution for two (2) fiscal years (FY21/22 and FY22/23) and will reopen discussions on or about May 1, 2023 for considerations that will take effect on July 1, 2023 regarding the Management Employees' Compensation and Benefit Plans and to make changes or additions with a new Resolution amending this Resolution.

Rolando Castro, Mayor

ATTEST:

I, Celeste Cabrera-Garcia, City Clerk of the City of Mendota, do hereby certify that the foregoing resolution was duly adopted and passed by the City Council at a regular meeting of said Council, held at the Mendota City Hall on the 10th day of August 2021 by the following vote:

AYES:

NOES:

ABSENT:

ABSTAIN:

Celeste Cabrera-Garcia, City Clerk

AGENDA ITEM – STAFF REPORT

TO: HONORABLE MAYOR AND COUNCILMEMBERS
FROM: CELESTE CABRERA-GARCIA, CITY CLERK
VIA: CRISTIAN GONZALEZ, CITY MANAGER
SUBJECT: ADDING SECTION 5.08.266 TO CHAPTER 5.08 OF TITLE 5 OF THE MENDOTA MUNICIPAL CODE TO ESTABLISH A BUSINESS LICENSE FEE FOR LESSORS OF RESIDENTIAL REAL PROPERTY
DATE: AUGUST 10, 2021

ISSUE

Should the City Council perform the first hearing and schedule the public hearing for Ordinance No. 21-15, adding Section 5.08.266 to Chapter 5.08 of Title 5 of the Mendota Municipal Code to establish a business license fee for lessors of real property?

BACKGROUND

The City Council has previously discussed the possibility of establishing a business license and license fee for lessors of real property for the purposes of regulating such business types. California’s Constitution and statutes authorize the City of Mendota (“City”) to license any lawful business for purposes of regulation and authorizes reasonable regulatory charges to defray the City’s costs for regulating such licenses.

ANALYSIS

The establishment of a business license for persons in the business of leasing real property will allow the City to better regulate this business type by ensuring that each lessor maintains the appropriate documents to lease property and will improve the personal safety for residents by ensuring active property management. (See Cal. Const. Art. XI, § 7; Cal. Const. Art. XIII, § 1, subd. (e); Gov. Code, § 37101; Bus. & Prof. Code, § 16000, *et seq.*)

The attached ordinance establishes a business license for this type of business and will also establish an appropriate license fee to defray the City’s costs incurred in regulating such licenses. Lessors in the business of leasing real property must acquire a business license and pay for each license annually. The proposed fees have been calculated by staff to recapture the estimated costs of processing business license applications, issuing business licenses, and then enforcing compliance with health, safety, and license requirements each year. Given that various employees within the Finance Department and Code Enforcement Department would play a role in this process, and that hourly rates of these employees vary, the calculations herein are based on the average of the hourly rate of the employees within each particular department. The City’s costs were calculated as follows:

License Processing and Issuing (First License)

Department	Hours	Average of Hourly Rate	Total
Finance	3.5	\$45.02	\$157.57

License Enforcement (First License)

Department	Hours	Average of Hourly Rate	Total
Code Enforcement	1	\$30.44	\$30.44

Should lessors own more than one rental property, they would be required to apply and pay for a separate license for each rental property. In estimating costs, staff has determined that the cost associated with processing and issuing the second and subsequent licenses to a lessor would be less because staff will be conducting the majority of the document processing as they process the first business license. As such, the calculations for the fees for the second and subsequent licenses for lessors who lease more than one property are as follows:

License Processing and Issuing (Second and Subsequent Licenses)

Department	Hours	Average of Hourly Rate	Total
Finance	0.5	\$45.02	\$22.51

License Enforcement (Second and Subsequent Licenses)

Department	Hours	Average of Hourly Rate	Total
Code Enforcement	1	\$30.44	\$30.44

Based on all calculations, the attached ordinance proposes an annual businesses license fee of \$188 for one license and a fee of \$52 for the second and subsequent licenses. The lessor would also be required to pay for any additional business license fees that are required by the State of California (currently an additional \$4).

FISCAL IMPACT

Revenue generated from the business license fees to defray the City’s costs for regulating such licenses.

RECOMMENDATION

Staff recommends that the City Council discuss the proposed ordinance, take public input, waive the first reading, and set the second reading and public hearing for the adoption of Ordinance No. 21-15 for the August 24th regular Council meeting.

Attachment(s):

1. Ordinance No. 21-15

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

**AN ORDINANCE OF THE CITY COUNCIL
OF THE CITY OF MENDOTA ADDING
SECTION 5.08.266 TO CHAPTER 5.08
OF TITLE 5 OF THE MENDOTA MUNICIPAL
CODE TO ESTABLISH A BUSINESS LICENSE
FEE FOR LESSORS OF RESIDENTIAL
REAL PROPERTY**

ORDINANCE NO. 21-15

WHEREAS, the City of Mendota (“City”) is responsible for enforcing laws and regulations to promote the health and safety of the City’s residents; and

WHEREAS, California Constitutional and statutory authority authorizes the City to license any lawful business for regulation purposes and authorizes reasonable regulatory charges to defray the City’s costs for regulating such licenses (See Cal. Const. Art. XI, § 7; Cal. Const. Art. XIII, § 1, subd. (e); Gov. Code, § 37101; Bus. & Prof. Code, § 16000, *et seq.*); and

WHEREAS, City staff has prepared a report, which is attached hereto as Exhibit A and incorporated herein by this reference, outlining the City’s expected costs of issuing and regulating these licenses to ensure the license fee charged is reasonable and limited to defraying the City’s costs of regulation; and

WHEREAS, it is the desire of the City to license and regulate those lessors carrying on the business of providing rental housing to promote the health and safety of the City’s residents by ensuring each lessor maintains the appropriate documents to lease property and promoting active property management; and

WHEREAS, the City has determined the Mendota Municipal Code requires revisions to align with these policy goals.

NOW, THEREFORE, the City Council of the City of Mendota does ordain as follows:

Section 1. The Recitals set forth above are incorporated herein and by this reference made an operative part hereof.

Section 2. Section 5.08.266 is hereby added to Chapter 5.08 of Title 5 of the Mendota Municipal Code to read as follows:

5.08.266 – Lessors of Residential Real Property

Property owners engaged in the business of providing rental residential dwellings, excepting owner-occupied rental residential dwellings therefrom, shall pay an annual license fee in the following amounts:

- A. **One hundred eighty-eight dollars (\$188.00) for the first rental residential dwelling per year; and**
- B. **Fifty-two dollars (\$52.00) for the second and each additional rental residential dwelling per year.**

Section 3. Severability. If any part of this Ordinance is held to be invalid for any reason, such decision shall not affect the validity of the remaining portions of this Ordinance, and the City Council hereby declares that it would have passed the remainder of this Ordinance, as if such invalid portion thereof had been deleted.

Section 4. The City Council hereby finds and determines that its adoption of this Ordinance is not subject to environmental review under the Public Resources Code, § 21000 et seq., the California Environmental Quality Act (“CEQA”), because the amendments do not have the potential for resulting in either a direct physical change in the environment, or a reasonably foreseeable indirect physical change in the environment and therefore are not considered a “project” under CEQA. (Pub. Res. Code, § 21065; 14 Cal. Code Regs., § 15378(a).) Further, the uses permitted as a result of the amendment contained herein may never actually occur and therefore any potential environmental impacts remain wholly speculative. (14 Cal. Code Regs., §15064(d)(3).) Finally, any uses permitted as a result of the amendment contained herein will be subject to environmental review under CEQA prior to the issuance of a conditional use permit.

Section 5. This ordinance shall take effect thirty (30) days after its passage.

Section 6. The Mayor shall sign and the City Clerk shall certify to the passage of this Ordinance and will see that it is published and posted in the manner required by law.

The foregoing ordinance was introduced on the 10th day of August, 2021 and duly passed and adopted by the City Council of the City of Mendota at a regular meeting thereof held on the 24th day of August, 2021 by the following vote:

AYES:
NOES:
ABSENT:
ABSTAIN:

Rolando Castro, Mayor

ATTEST:

Celeste Cabrera-Garcia, City Clerk

APPROVED AS TO FORM:

John Kinsey, City Attorney

AGENDA ITEM – STAFF REPORT

TO: HONORABLE MAYOR AND COUNCILMEMBERS
FROM: NANCY M. DIAZ, FINANCE DIRECTOR
VIA: CRISTIAN GONZALEZ, CITY MANAGER
SUBJECT: GRANTS UPDATE
DATE: AUGUST 10, 2021

GRANTS UPDATE

- **County of Fresno, Urban Community Development Block Grant (CDBG) Program** – Staff contacted the County of Fresno (County) to get an update on our requested budget to include funding from 2019-2020, 2020-2021 and 2021-2022. Our allocation is \$575,222.00 for all three fiscal years. Since we are advancing our allocation for 2021-2022, we will forfeit funding for 2022-2023. The City will be able to submit an application for funding in 2023-2024. All funding will be used for the Rojas-Pierce Park Expansion Project. Staff is waiting for documents from the County to finalize agreement and for the reimbursement process.
- **County of Fresno, Urban Community Development Block Grant Program for Eligible Activities to Support Coronavirus and Other Infectious Disease Response** – The “Mendota Internet Connectivity, Project No. 19741-CV (MIC) is open. Staff is working with California State University, Fresno’s Office of Community and Economic Development who are assisting with intake of applications. Funds need to be disbursed by November 2021. Challenges we are facing is applicant need to be a U.S. citizen or have legal immigration status. This is a funding requirement enforced by the U.S. Department of Housing and Urban Development (HUD). We will be sending out a flyer in September’s utility billing.
- **FEMA-4482-DR-CA California Covid-19 Pandemic** – Staff is in the process of submitting for reimbursement.
- **Statewide Park Development and Community Revitalization Program (SPP)** – Staff submitted an application for a new community center, outdoor fitness court and inclusive playground to be located at the Rojas-Pierce Park on Friday, March 12, 2021. The selection process should be late Summer 2021. Staff had an online meeting with the Office of Grants and Local Services on July 22nd. Staff did notify our grant project manager that the City no longer has a community center as Mendota Unified School District has taken back ownership. There is additional funding available for projects. However, this grant program is still extremely competitive.
- **Wonderful Community Grants** – The 2021-2022 grant cycle will be opening on August 1st and closing on August 31st. The Mendota Community Corporation applied for a \$50K rental relief program for last year’s grant cycle. The grant criteria encouraged are applications that support health and wellness, community beautification, supporting families and COVID-19 recovery. Successful applicants will demonstrate community

need and yield tangible and visible results. Funds are available for program development/expansion, innovation, technology and equipment. Grants will be awarded from \$1K-\$50K and up to four \$100K grants to be used over a two-year period. Staff sent an email to the City Council of potential programs that would wish to see in the community due by Friday, August 13th.

- **Office of Traffic Safety:** Staff will be preparing an application to apply for a grant with the Office of Traffic Safety for DUI checkpoints. This application will be partnership with other cities to host DUI checkpoints in their cities. Mendota will be the lead applicant. This application is due January 2022.
- **CalRecycle:** The City was awarded funding for the 2021-22 Tire-Derived Product Grant Program. We will be installing mulch made from recycled tires at the following locations: the Roundabout at Bass/Barboza, the Welcome Signs, City Hall's flower bed, the flower beds at Sorensen by McCabe Elementary, the Baseball field and the flower beds next to the basketball ball courts at Rojas-Pierce Park.

Attachment(s):

1. Grants Spreadsheet

Grant Information

Grant Name	Application Due Date	Award Date	Agency: Federal/State/County/Private	Pass-thru	Matching	Award Amount	Purpose of Grant	Notes	Comments by Council or Staff
Office of Traffic Safety Grants	1/30/2021	3/1/2021	State	N	N	TBD	DUI Checkpoints with partnering cities in the Westside	Mendota will be the lead agency	
Tire-Derived Product Grant	6/1/2021	8/31/2021	State	N	N	\$ 149,995.02	Install rubber mulch at (7) project sites citywide for landscape purposes.		
New Alternative Fuel Vehicle Purchase	TBD	TBD	Local	N	N	Up to \$20,000 per vehicle	Purchase (2) electric "Zero" motorcycles for the Police Department and (3) vehicles for Public Works & Public Utilities		
Statewide Park Development and Community Revitalization Program (SPP)	3/12/2021	August/September	State	N	N	Maximum \$8,500,000	1) Community Center - Rojas-Pierce Park; 2) Fitness Court - Veterans Park; 3) Renovation - Pool Park		
Proposition 64 Public Health and Safety Grant Program	1/29/2021	5/1/2021	State	N	N	\$452,509.75	(2) Community Resource Officers, (2) Administrative Assistants, (1) K-9, (1) vehicle	Partnership with City of Fresno (Lead Applicant), Fresno EOC, The Boys & Girls Clubs of Fresno County	
Good Neighbor Citizenship Company Grants	10/31/2020	4/30/2021	Private	N	N	\$ 198,825.00	Pocket Park at Bass Avenue and I Street		
CARES County of Fresno	10/1/2020	12/31/2020	County	N	N	\$ 229,732.87	COVID-19 relief funds: Non-profit organizations; Message Trailers; Overtime		
Coronavirus Relief Funds (CRF)	10/1/2020	7/1/2020	State	N	N	\$ 154,512.00	Expenditures incurred for COVID-19 - Use funds for Police Department MDT's		
FEMA-4482-DR-CA	TBD	TBD	State	N	Y	TBD	Expenditures incurred for COVID-19	25% match	
CDGB - Coronavirus and Other	TBD	7/1/2020	County	N	N	\$ 104,796.00	Fire Department Equipment & Broadband Assistance for Mendota Residents		
Wonderful Community Grants	8/31/2020	9/15/2020	Private	N	N	\$ 50,000.00	COVID-19 relief funds	Mendota Community Corporation Administering	
Tobacco Grant Program	8/7/2020	TBD	State	N	N	TBD	Add new tobacco language to our municipal code for enforcement: overtime for educational awareness to local vendors.		
Urban Community Development Block	7/31/2020	7/1/2021	County	N	N	\$ 150,000.00	Phase III Rojas-Pierce Park Expansion Project		
California Aid to Airports Program	7/9/2020	3/31/2021	State	N	N	\$ 10,000.00	Annual credit grant to fund operational costs at the airport		
Community Facilities Grant	7/1/2020	8/1/2020	Federal	N	Y	\$ 50,000.00	Purchase (2) Police Ford Explorers, upfit and equipment. This grant is in conjunction with the New Alternative Fuel Vehicle Purchase Grant.	USDA	
New Alternative Fuel Vehicle Purchase	6/22/2020	10/31/2020	Local	N	N	Up to \$20,000 per vehicle	Purchase (1) Police Ford Explorer and (1) Ford F-250 Truck		
CARES Act Airport Grant	6/18/2020	TBD	Federal	N	N	\$ 1,000.00	Reimburse operational and maintenance expenses or debt service payments for the William Robert Johnston Municipal Airport		
Urban Flood Protection Grant Program	6/15/2020	TBD	State	N	N	\$ 4,500,000.00	Removal and replacement of undersized and critically damaged storm drain from 8th Street southeasterly past 10th Street to an existing ditch.		
COPS Hiring Program	3/11/2020	10/1/2020	Federal	N	Y	\$ 125,000.00	Hire (1) Full-time Police Officer for 3 years.	25% match	
Office of Traffic Safety Grants	1/30/2020	10/1/2020	State	N	N	\$ 81,527.00	DUI Saturations, Traffic Enforcements, Car Seat Installation/Giveaway Event, Emergency Medical Services for the Fire Department	We received 2/3 grants applied. Car Seat Installation was not approved.	
Fresno COG 2019-2020 CMAQ	1/1/2020	5/1/2020	Federal	Y	Y	\$ 458,304.00	Alley Paving Project for 7U & 7U1 (near Unida/Belmont/Derrick) and about 1/3 of the alleys on the eastside.	11.47% match	
SB 2 Planning Grant Program	12/20/2019	6/1/2020	State	N	N	up to \$160,000	Update planning documents and processes of housing approvals/production		
New Alternative Fuel Vehicle Purchase	12/20/2019	6/1/2020	Local	N	N	Up to \$20,000 per vehicle	Purchase (1) Public Works/Utilities Trades Vehicle & (2) Police Explorers Interceptors Vehicles	(2) Police Explorers Vehicles to be paid with funding from USDA	
Beverage Container Recycling City/County Payment Program	12/17/2019	2/28/2020	State	N	N	\$ 5,000.00	Billboard Advertisement and Radio Advertisement to promote beverage container recycling	If you don't expend the full \$5,000.00, you must repay CalRecycle.	
Automatic Meter Read Construction		10/21/2019	State	N	Y	\$ 3,074,561.00	Install City-wide Automatic Meter Reading Meters	Grant Component \$2,724,912.00	
Access to Historical Records: Archival Projects	10/3/2019	7/1/2020	Federal	N	Y	\$ 95,907.00	Digitize public records and make freely available online		
National Fitness Campaign 2020	8/1/2019	10/1/2020	Private	N	Y	\$ 30,000.00	Outdoor Fitness Court	If the City wishes to pursue this grant, we would need to match \$100,000.00.	
Urban Community Development Block	7/31/2019	7/1/2020	County	N	N	\$ 575,222.00	Phase II Rojas-Pierce Park Expansion Project	For Fiscal Years 2019/2020; 2020/2021 & 2021/2022	
California Aid to Airports Program	7/31/2019	10/31/2019	State	N	N	\$ 10,000.00	Annual credit grant to fund operational costs at the airport		
Urban County Per Capita Grant Program	6/3/2019	2020	State	N	N	\$ 6,969.92	Rojas-Pierce Park Expansion	One-time basis	
Per Capita Grant Program	6/3/2019	2020	State	N	N	\$ 177,952.00	Rojas-Pierce Park Expansion	One-time basis	

Key: Applied for Grants

In process

Approved

Denied

Closed

Memorandum

To: City Council via Cristian Gonzalez, City Manager

From: Michael Osborn, City Engineer

Subject: City Engineer's Report to City Council

Date: August 6, 2021

Engineering Projects:

1. Rojas Pierce Park:
 - Working with staff for funding for next Phase & sponsorship opportunities
 - Working with contractor to address concrete issues
2. Mowry Bridge Replacement Project (MBRP):
 - Bridge is complete, grading of approach roads and cleanup
 - Completion in August 2021
3. Well 10 and Water Main Relocation
 - On hold; anticipate resuming in the Fall, coordinating with USBR and BB Limited
4. Mendota Meter Reading Project
 - Construction contract was awarded, developing schedule
 - Construction to start in November 2021 with Waterboard funding
5. Citywide RRXG Improvements:
 - Held On-site diagnostics meeting with Railroad and Caltrans
6. MJHS Safe Routes to School Project:
 - ATP funds authorized; RFP for design services to be issued this month
7. Safe Routes to School Master Plan
 - ATP funds authorized; RFP for report preparation this month
8. 2021 Alley Paving Project
 - Request for Authorization for Construction funds submitted to Caltrans
 - Construction to start late Summer 2021 with \$483,000 of CMAQ funding

Planning/Development Projects

1. Salomon Multifamily Project at 755 Marie Street
 - Provided site plan comments to architect on June 15
2. Rojas Pierce Park Annexation
 - Working with LAFCo and WWD to complete process
 - Staff is reviewing GSPs to ensure that the City can comply with WWD requests
3. CES Mendota
 - Reviewing applicant request to modify noise ordinance
4. Left Mendota II
 - Planning Commission special meeting on August 9 cancelled; rescheduled to September
 - Addressing comments received re: CEQA and modifications to zoning ordinance and development agreement

5. Regional Housing Needs Allocation

- *Participating in Fresno COG meetings regarding the initial steps of the 6th Cycle Housing Element preparation*

Grant Applications:

1. Mendota Stormwater Improvement Project

- *EOPCC \$4.2 million*
- *Prop 68 Urban Flood Protection Grant Program*
 - *Award announcements expected this month*
- *Prop 1 Storm Water Grant Program, Round 2*
 - *\$3,822,800 awarded for this project; pending results of Prop 68*

On-going (this month):

1. Representation of the City at FCOG TTC meetings
2. Representation of the City and westside cities at FCOG RTP/SCS roundtable
3. Discussion of road safety issues with Caltrans

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

- Engineers: 2
- Planners: 2
- Surveyors: 0
- Environmental Specialist: 0
- GIS/CAD Specialists: 0
- Construction Manager: 0
- Project Administrator: 4

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