

**AGENDA  
CITY OF PATTERSON**



**CITY COUNCIL REGULAR MEETING**

**May 17, 2016**

**7:00 p.m.**

**City Council Chambers**

**1 Plaza**

**Patterson, California**

In compliance with the Americans with Disabilities Act, if you need special assistance to participate in this meeting, please contact the City Clerk at (209) 895-8014. Notification 48 hours prior to the meeting will enable the City to make reasonable arrangements to ensure accessibility to this meeting. [28 CFR 35.102-35.104 ADA Title II]

The agenda and supporting public documents are available for viewing in City Hall, Administration Department, 1 Plaza, 2<sup>nd</sup> Floor, Patterson, California. The agenda and supporting public documents are also available online on our City web site [www.ci.patterson.ca.us](http://www.ci.patterson.ca.us) listed under Popular Links "Agenda Center" and listed under the "Upcoming Events Calendar" under the date of the meeting or please call or email the City Clerk at (209) 895-8014 or [cityclerk@ci.patterson.ca.us](mailto:cityclerk@ci.patterson.ca.us)

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- 1. Call to Order**
- 2. Pledge of Allegiance**
- 3. Statements of Conflict**
- 4. Items from the Public**

Any member of the audience desiring to address the Council regarding a matter on the agenda, please raise your hand or step to the podium at the time the item is announced by the Mayor. The public wishing to address the Council on items that do not appear on the agenda may do so; however, Council will take no action other than referring the item to staff for study and analysis and shall place item on a future agenda (Resolution 92-25)

In order that all interested parties have an opportunity to speak, any person addressing the Council will be limited to a maximum of five (5) minutes unless the Mayor grants a longer period of time (Resolution 92-25)

**5. Consent Calendar**

**All items are approved by a single action. Any item may be removed from the Consent Calendar for separate discussion upon request from a member of the Public, Staff and/or Councilmember.**

- 5.1 Motion to Waive Readings - All Readings of Ordinances and Resolutions, Except by Title are hereby waived.
- 5.2 Approval of City Council Meeting Minutes of April 19, 2016 (Closed Session) and April 25, 2016 ([View Report](#))
- 5.3 Approve City Department Reports for the Months of March and April 2016 (Community Development, Engineering, Building & Capital Projects, Fire, Public Works and Recreation & Community Services) ([View Report](#))
- 5.4 Approve City Commission Reports for the Month of April 2016 (Parks, Recreation & Beautification Commission and Planning Commission) ([View Report](#))
- 5.5 Approve the Electrical Technician I, II and Electrician/Crew Leader Job Descriptions and Salary Ranges ([View Report](#))
- 5.6 Approve Resolution No. 2016-37, to Authorize the City Manager to execute the Right-of-Way Certifications and Construction Documents for Ward Avenue and W. Las Palmas Avenue Intersection Improvements Project CML-5244(033) ([View Report](#))
- 5.7 Approve Resolution No. 2016-38, Rejecting the Claim of Kamisha Lyles In An Amount of \$843.25 for Alleged Damages ([View Report](#))

**6. Presentations and Public Hearings**

- 6.1 **Presentation:** Badge Pinning Ceremony – New Fire Fighter Paramedics (Interim Fire Chief Gregory, Mayor Molina)
  - Daniel Rodriguez
  - Steve Kuchac
  - Frank Silvia
  
- 6.2 **Presentation:** Introduction of New City of Patterson Employees (City Manager Irwin)
  - Andre Pichly, Recreation Sports Coordinator
  - Michael Castillo, Maintenance Worker I
  - Celeste Gray, Public Works Intern
  - Marissa Venegas, Account Clerk, Finance Dept.
  - Angela Brown, Account Clerk, Finance Dept.

- 6.3 Presentation:** Proclamation – Peace Officers Memorial Day “May 15, 2016” and National Police Week “May 15 – 21, 2016” (Mayor Molina, Mayor Pro Tem Novelli)  
(Proclamation to be made available at the meeting)
- 6.4 Presentation:** Drowning Prevention Month Presentation (Recreation & Community Services Director Flanders)
- 6.5 Public Comment/ Action Item:** Authorize Staff to Abate Public Nuisance, by Removing Weeds, Dirt, Rubbish, and/or Rank Growth Pursuant to the Provisions of Ordinance No. 243 and Ordinance No. 704, as defined in Chapter 6.16 of the Patterson Municipal Code - Property Maintenance; Authorize Staff to Begin Bid Process (Resolution No. 2016-40) Clean Up Process  
(View Report)
- Staff Report:** Interim Fire Chief Gregory  
**Mayor:** Open/Close Item to Public Comments  
**Council:** Motion to Approve Reso. No. 2016-40

## 7. City Staff Reports

### 7.1 Public Works Department

Accept Bid from City of Patterson, Department of Public Works, Parks Division, to begin mowing services for all parks, medians, and easement turf areas in the amount of \$1,017,255.45 and approve budget adjustment of \$52,712.63 in preparation of work starting July 1, 2016 (View Report)

### 7.2 Recreation and Community Services

- a. Approve entering into a contract along with the Patterson Joint Unified School District (PJUSD) for Crossing Guard Services, provided by All City Management Services, Inc. (ACMS) (Resolution No. 2016-39)  
(View Report)
- b. Approve Street Closure for Patterson Downtown Farmer’s Market, on Saturday Mornings (View Report)

## 8. Council Items

- 8.1 Approve the Reappointment of Ken Buehner to the Patterson Economic Strategic Commission for the Term April 2016 to April 2018. (Mayor Molina, Mayor Pro Tem Novelli) (View Report)
- 8.2 City Council Reports

Mayor Molina:

- StanCOG (Councilmember McCord Alternate)
- Stanislaus County Mayors Dinner
- Patterson/West Stanislaus Fire Services Committee  
(Councilmember Farinha 1<sup>st</sup> Alternate, Councilmember Novelli 2<sup>nd</sup> Alternate)
- Stanislaus County Disaster Council (Councilmember McCord Alternate)

Mayor Pro Tem Novelli:

- Patterson Representative – League of California Cities (LOCC)  
(Councilmember Lustgarten Alternate)
- Stanislaus County Economic Development & Workforce “Alliance”  
(Councilmember Novelli Alternate)
- Economic Development Action Committee (EDAC)  
(Councilmember Novelli Alternate)

Councilmember Farinha:

- San Joaquin Air Pollution Control District – Valley-wide Special City  
Selection Committee (Councilmember Novelli Alternate)
- Stanislaus County Hazardous Waste Advisory Committee  
(Councilmember McCord Alternate)

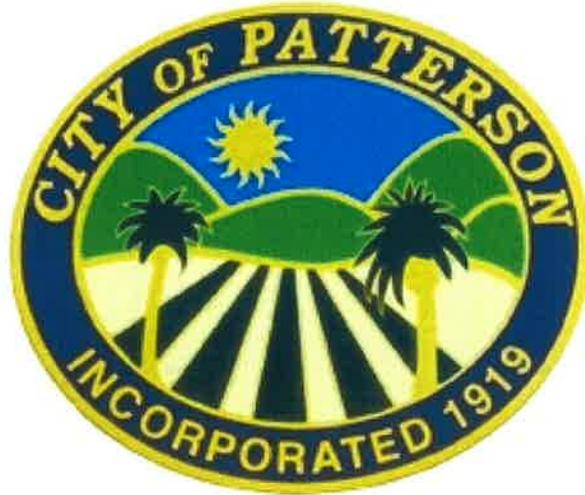
Councilmember McCord:

- Westside Health Care Task Force

Councilmember Lustgarten:

8.3 Other Matters

**9. Adjournment**



## **5. CONSENT CALENDAR**



## CITY COUNCIL AGENDA REPORT

**TO:** Mayor Molina and Members of the City Council

**FROM:** Ken Irwin, City Manager

**BY:** Maricela Vela, City Clerk

**MEETING DATE:** May 17, 2016

**ITEM NO:** 5.2

**SUBJECT:** Approve City Council Meeting Minutes of April 19, 2016 (Closed Session) and April 25, 2016.

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### **RECOMMENDATION**

Motion to approve the City Council Meeting Minutes of April 19, 2016 (Closed Session) and April 25, 2016.

City of Patterson  
City Council Special Meeting  
April 19, 2016  
(Closed Session)  
Minutes

Due to lack of quorum (only Councilmember McCord and Mayor Pro Tem Novelli being present), Mayor Pro Tem Novelli announced that Closed Session would start at 6:30 p.m. or shortly thereafter.

**1. Call to Order**

The special meeting of the City Council of the City of Patterson was called to order in City Hall, City Council Chambers at 6:37 p.m. by Mayor Pro Tem Novelli.

Present: Councilmembers McCord, Lustgarten and Mayor Pro Tem Novelli (3)

Staff: City Attorney Hallinan, Acting City Manager Willett (2)

Excused: City Manager Irwin, Councilmember Farinha, Mayor Molina (3)

At this time, Mayor Pro Tem Novelli announced the items to be discussed in Closed Session and opened the items to public comments.

The City Council will adjourn to Closed Session to address the following:

Conference with Legal Counsel, Anticipated Litigation – Significant Exposure to Litigation Pursuant to Paragraph (2) of Subsection (d) of California Government Code Section 54956.9. (1 case).

**2. Statements of Conflict** – none.

**3. Items from the Public** – there were no public comments.

**4. Adjourn to Closed Session** - There being no public comments, the Patterson City Council adjourned to Closed Session at 6:38 p.m.

**5. Report from Closed Session (if any)** - There were no items to report out from Closed Session.

**6. Adjournment**

There being no further business, the special (Closed Session) meeting of the City Council of the City of Patterson of April 19, 2016 was adjourned at 7:05 p.m.

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Maricela Vela, City Clerk of the City of Patterson

City of Patterson  
City Council Special Meeting  
Monday, April 25, 2016  
Minutes

**1. Call to Order**

The special meeting of the City Council of the City of Patterson was called to order in City Hall, City Council Chambers, 1 Plaza, Patterson at 7:04 p.m. by Mayor Molina.

Present: Councilmembers McCord, Novelli, Farinha, Lustgarten (arrived at 7:11 p.m.) and Mayor Molina (5)

Staff: City Attorney Hallinan, Public Works Director Willett, Deputy LaBarbera and City Clerk Vela (4)

**2. Pledge of Allegiance**

**3. Statements of Conflict** – none.

**4. Items from the Public** – none.

**5. Staff Report:** Consider and Select a Council Member District Boundaries Map, and Adopt **Resolution No. 2016-36** of the City Council of the City of Patterson, Establishing the Four Council Member District Boundaries To Implement a By-District Based Electoral System Beginning with the November 2016 General Municipal Election.

City Attorney Hallinan reviewed his staff report.

Mayor Pro Tem Novelli addressed the item of switching from numbering districts to alphabet districts. The City Council was in consensus.

At 7:09 p.m. Mayor Molina opened item to public comments.

Maggie Mejia, Latino Round Table (Former Patterson Resident) – addressed the City Council stating their efforts in 2013 in regards to District Elections was to help cities/school districts in Stanislaus County from getting sued like the City of Modesto. Ms. Mejia stated that their decision to move forward was based on the 2010 census, their goal for Stanislaus County was to make sure that every School Board/City Council would be in compliance with California Voting Rights Act and to go along with the census and the way the population was growing. Ms. Mejia stated they were here to help the Cities/School Districts in Stanislaus County, speak to future voters, get people involved. Ms. Mejia thanked the City for moving forward on this item.

Elias Funez, Patterson – addressed the City Council asking for clarification on the Agenda, District statistics show 1, 2, 4 and 5. No 3 missing.

Mayor Molina and City Attorney Hallinan clarified that District 4 should be (is actually) 3 and District 5 should be (is actually) 4.

At 7:14 p.m. there being no further public comments, Mayor Molina closed the item from further public comments.

Mayor Molina stated his support for Draft 2 and Draft 4, but more for Draft 2.

Mayor Pro Tem Novelli stated her support for Draft 2 and 4, but more for Draft 4.

Councilmember Lustgarten stated her support for Draft 4.

Councilmember Farinha stated his support for Draft 4.

Councilmember McCord stated his support for Draft 4.

Councilmember Farinha motioned to select 4 Districts, Draft 4 with the correction that the City transpose numbers 1, 2, 3, 4 for alpha characters A, B, C, D (1 to be letter A, 2 to be letter B, 3 to be letter C and 4 to be letter D) to represent those corresponding Districts, approving Resolution No. 2016-36. The motion was seconded by Councilmember McCord and unanimously approved by a 5-0 roll call vote.

Councilmember Farinha addressed the item of population residential development/growth in the next five to seven years, legally City does not need to wait for the census to change/update district lines.

## **6. Other Matters**

Councilmember Lustgarten addressed the following:

- tax incentives training, new tax increment financing tools, training held at Legislative Action Days, City should review and use.
- Her request for information on City finances receivables, still waiting on information.

Councilmember Farinha addressed no Earth Day event done this year. Requested for something to be done this year if possible.

Public Works Director Willett addressed Farinha's question, stating something could be scheduled later in the year, stating other events/functions are currently planned this year such as Arbor Week, Public Works Informational Booth at the Apricot Fiesta, National Public Works Week, Child Safety Fair/Back to School Event in August.

Mayor Molina addressed this year's "2016" Relay for Life event "Fight Against Cancer" at the Patterson High School Stadium, Saturday, April 30, 2016 & Sunday, May 1, 2016.

Mayor Pro Tem Novelli addressed the Patterson Lions Club, thanking them for putting a new pad and more BBQ pits at North Park.

City Attorney Hallinan stated the City Council would be having a Second Reading and Adoption of Ordinance No. 795 regarding District Elections on the May 3, 2016 City Council Agenda, Public Hearing.

**7. Adjournment**

There being no further business, the special meeting of the City Council of the City of Patterson of April 25, 2016 was adjourned at 7:22 p.m.

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Maricela Vela, City Clerk of the City of Patterson



## CITY COUNCIL AGENDA REPORT

**TO:** Mayor Molina and Members of the City Council

**FROM:** Ken Irwin, City Manager *KI*

**MEETING DATE:** May 17, 2016

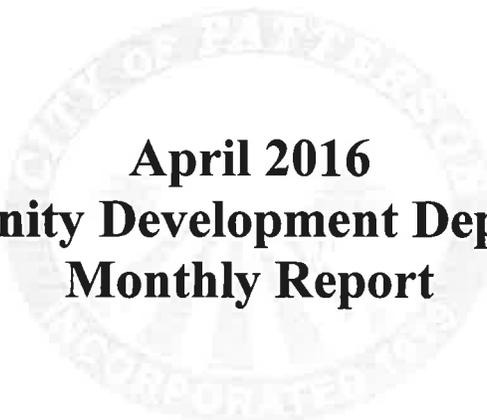
**ITEM NO:** 5.3

**SUBJECT:** Approve City Department Reports for the Months of March and April 2016 (Community Development, Engineering, Building & Capital Projects, Fire, Public Works and Recreation & Community Services)

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### **RECOMMENDATION**

Motion to approve the City Department Reports for the Months of March and April 2016 (Community Development, Engineering, Building & Capital Projects, Fire, Police, Public Works and Recreation & Community Services)



# April 2016

## Community Development Department

### Monthly Report

The following information is provided as an update regarding the Planning and Housing Division activities during the month of April and updates for previously approved projects.

#### **Planning Commission Meetings**

On April 14, 2016, the Planning Commission held a meeting to consider the following items:

1. **Conditional Use Permit #16-03 – Lucky Pan Brenda’s Pupuseria, 401 N. 1<sup>st</sup> Street**  
A public hearing to consider establishment of a mobile vendor at 401 N. First Street, located in the Industrial Zone. Hours of operation would be from 10:00 AM to 10:00 PM, seven days a week. The project is exempt from review under the California Environmental Quality Act. The Planning Commission approved this item with a 4-0 vote.
2. **Architectural & Site Plan Review #16-02 – Cuts Unlimited Roll Up Security Door, 40 S. 3<sup>rd</sup> Street**  
A public hearing to consider placement of a roll up security door at 40 S. 3<sup>rd</sup> Street. Based on the Downtown Design Guidelines, Planning Commission review is required for placement of this type of screening to determine whether it is compatible with the guidelines set out for the downtown. The Planning Commission directed the applicant to make changes and continued the item to the April 28<sup>th</sup> meeting.

On April 28, 2016, the Planning Commission held a meeting to consider the following items:

1. **Conditional Use Permit #16-05 – Taqueria Barajas, 101 E. Las Palmas Avenue**  
A public hearing to consider establishment of a mobile vendor at 101 E. Las Palmas, located in the Industrial Zone. Hours of operation would be from 10:00 AM to 10:00 PM, seven days a week. The project is exempt from review under the California Environmental Quality Act. The Planning Commission approved this item with a 5-0 vote.
2. **Tentative Parcel Map #15-01 – Arthur & Frances Filice, 261 Olive Avenue**  
A public hearing to consider division of an existing 3.83 acre parcel into two parcels, creating a 3.1 acre and a 0.71 acre parcel. The site is zoned Medium Density Residential under the Villages of Patterson master plan. The project is exempt under the California Environmental Quality Act. The Planning Commission approved this item with a 5-0 vote.
3. **Architectural & Site Plan Review #16-02 – Cuts Unlimited Roll Up Security Door, 40 S. 3<sup>rd</sup> Street (Continued)**

A public hearing to consider placement of a roll up security door at 40 S. 3<sup>rd</sup> Street. Based on the Downtown Design Guidelines, Planning Commission review is required for placement of this type of screening to determine whether it is compatible with the guidelines set out for the downtown. No information was provided by the applicant prior to the meeting. The Planning Commission continued this item to the May 12<sup>th</sup> meeting.

The next Planning Commission meetings are scheduled for May 12<sup>th</sup> and 26<sup>th</sup> at 7:00 PM.

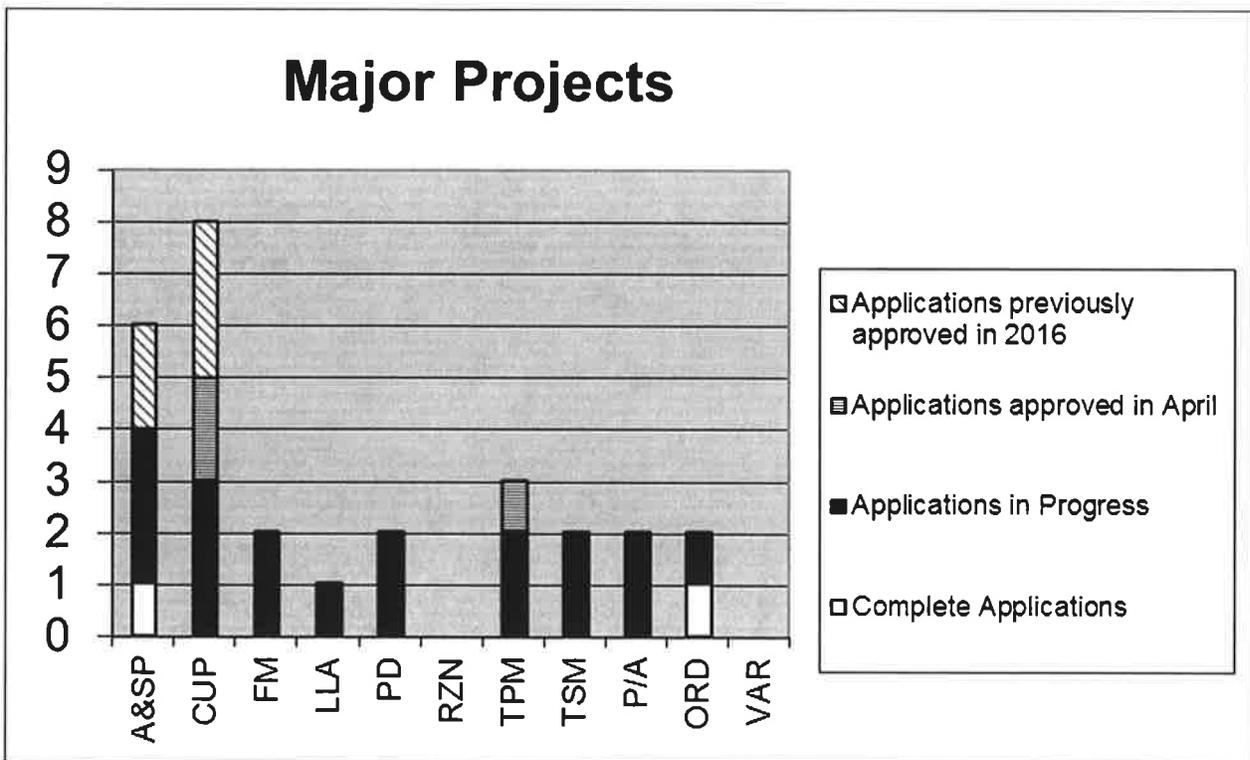
### Housing Element Update

The Housing Element has been adopted and certified by the State Department of Housing and Community Development.

### Master Plan Update

The Sewer Master Plan is scheduled to return to the City Council for consideration in May. Work continues on the Parks and Recreation, Storm Drain, Transportation, and Water Master Plans.

### Status update for major projects approved during 2016



A&SP	Architectural & Site Plan Review	RZN	General Plan Amendment/Rezone
CUP	Conditional Use Permit	TPM	Tentative Parcel Maps
FM	Final Map	TSM	Vesting Tentative Maps
LLA	Lot Line Adjustment	P/A	Prezone/Annexation
PD	Planned Development	ORD	Zoning Ordinances/Amendments
		VAR	Variance

### *Architectural & Site Plan Reviews*

- A&SP #15-03, CUP #15-06, Patterson Mobil, NE corner of Rogers Road and Annamarie Avenue – Approved
- A&SP #15-06, CUP #15-08, Patterson Gas, NE corner of Rogers Road and Speno Drive – Approved

### *Conditional Use Permit*

1. CUP #16-01, Somos Un Mundo Daycare, 102 Jersey Lane - Approved

### **Status update for projects approved in previous years**

- Joe's Landscape and Concrete Supply – A&SP #14-02, SE corner of W. Las Palmas Ave and Hwy 33 – Received Temporary Occupancy
- Sealake Plastic Recycling – CUP #14-01, SE corner of 1<sup>st</sup> St. and Sperry Ave. - Approved
- Prime Shine Carwash - CUP #14-08, A&SP #14-04, LLA #14-02, North of Sperry, East of Ward – Preparing for construction
- Westridge Business Park Amendment PD 07-02, A&SP 10-01, and DA 10-02 – First phase, “Amazon.com,” Open for business
- Patterson Logistics Center – PD 09-02, VTPM 09-01, DA 09-01, ND 10-03, A&SP 12-05 – Approved
- The Villages of Patterson – PD 05-04, Pre-zone/Annexation 05-02, General Plan Amendment/ Rezone 05-01, TSM's 06-03 “A” & 06-04 “B” – Approved
- Ivy Terrace (formerly La Paloma Condos) AR 04-05 – Ivy Ave and Hwy 33 – Second phase work underway
- C&M Transmissions CUP 09-04 – 319 S. 1<sup>st</sup> Street – Site work underway
- Recreation and Community Services Office, NW corner of Sperry and Ward Avenues – Complete
- Keystone Corporation Maintenance & Warehouse Building, A&SP #15-04- SW corner of Keystone Pacific Pkwy and Park Center Dr. – Site work underway
- Floragold Cell Tower, CUP #15-01, Variance #15-01, west of Baldwin Road, North of Keystone Pacific Parkway - Complete

### ***Suspended:***

- Arco/ AM/PM - CUP #11-02 – Applicant delay
- Ramos Medical Buildings – A&SP 08-02, TPM 08-04 – Ramos Medical Buildings, 1108 Ward Avenue – Applicant delay
- Patterson Business Park – PD 07-05 – 501 N. 1<sup>st</sup> Street & M Street – Applicant Delay
- Greenville LLC/BKE Investments, LLC – TPM 07-06 – 14601 N. 1<sup>st</sup> Street – Deferred by applicant
- Patterson Commons Townhomes – Applicant delay
- Magnolia Green Townhomes A&SP 07-01 – Applicant delay
- McShane Companies A&SP 07-04 (Phase 3) – Approved
- Patterson Housing PD 06-01 – Approved

### **Major Subdivisions**

Wilding Ranch – Approximately 70 percent complete

Patterson Gardens – Approximately 85 percent complete

## **Housing Projects and Programs**

- CDBG: 4<sup>th</sup> Street Infrastructure Project Phase II -- work expected to be finalized in mid-May. Construction was delayed due to additional service connections needed beyond those originally anticipated.
- HOME : City Staff continues to work with First-time Homebuyer Applicants seeking loan approvals.



## **ENGINEERING, BUILDING AND CAPITAL PROJECTS DEPARTMENT**

Department Monthly Report

March/April 2016

### **CITY CAPITAL IMPROVEMENT PROGRAM (CIP) PROJECTS:**

The Capital Project's department has been busy with projects at various phases in design and construction as well as applying for Federal grants to develop new projects. Currently under construction is the DIP CDBG 4<sup>th</sup> Street Phase-2 project. Mozingo Construction has installed all the necessary water main lines needed for the City's CDBG targeted area of this phase, and should be complete with any punch list items by end of May or early June 2016. This project will provide the water system in that area with higher water flows and reliability.

There are several projects that are getting close to the construction phase. The Ward Avenue Overlay project has been bid and awarded to Knife River Construction. This project should begin in early June 2016. Other projects that are close to going out for bid will be the Floragold Non-Potable Well project and the Hammons Senior Center Phase-2 Parking Lot project. The Floragold Non-Potable Well project will continue to expand our non-potable water supply by constructing the City's third non-potable well. The Hammons Senior Center is currently limited on parking spaces with only one driveway entrance/exit. This project will provide an additional driveway entrance/exit to the senior center on Ward Avenue and add approximately 120 parking spaces. Currently this project has limited funding and cost estimate for construction has exceeded the project's budget, therefore the project will be phased into two or three construction phases.

Design is underway for four new projects. The Ward Ave and Las Palmas Intersection project will improve current traffic flow by expanding the intersection, and adding a left-turn lane on west bound Las Palmas. The Sperry Road and Del Puerto Intersection project will widen the current intersection to meet current and future traffic demands. The Salado Creek Grate project will provide city staff maintenance crew the ability to maintain the creek grate area with a mechanical lifting device for personnel safety. And finally, the Well No. 14 potable water project will move into design phase as soon as the proposed well site property is acquired.

City of Patterson was awarded the Active Transportation Program (ATP) Cycle 2 grant for increasing the use of active modes of transportation. This program promotes the increase of biking and walking, safety of non-motorized, and enhancement of public health. The ATP Cycle 2 grant will provide improvements along Las Palmas and Ward Avenue. The improvements will install sidewalk on Las Palmas from 7<sup>th</sup> Street to 9<sup>th</sup> Street, as well as sidewalk on Ward Avenue from 9<sup>th</sup> Street to N. Salado Ave along with a safety pedestrian crosswalk on Ward Avenue between 9<sup>th</sup> and Salado Ave. Staff is also currently applying for the ATP Cycle 3 grant that will provide sidewalk improvements on 9<sup>th</sup> Street from Ward Avenue to Las Palmas Ave, and realigning the 9<sup>th</sup> St/Ward Ave 'tee' intersection to match up with the Heartland Ranch Ave/Ward Ave 'tee' intersection by creating four-way intersection and making this intersection safer for the school kids to cross.

### **ACTIVE DEVELOPER PROJECTS**

Engineering Department is currently reviewing various new development projects. These projects are: Valley Grove Subdivision project, Stone Gate Shire Phase-1, Clayton Shire Unit-1, Les Schwab Tire, and the Pilot-Flying J project. The department expects some of these projects to break ground this year and the others to follow in 2017.

### **ENGINEERING PROJECTS**

The Engineering Department is currently working with Public Works and RMC Consulting on updating the City's Water Master Plan, and Urban Water Management Plan, as well as providing feedback to RMC on information regarding possible wellhead solutions to treat our existing wells for chromium-6 and meet the new state MCL requirement of 10ppb. Another important item Engineering and Public Works is working on is the formation of a Groundwater Sustainability Agency, as required by the newly state adopted Sustainable Groundwater Management Act that became effective January 2015.

An ongoing project Engineering Dept. is managing and that's critical to the City's future traffic demands is the Sperry Road and Interstate-5 Interchange project. This project is currently in the Project Approval and Environmental Document (PA&ED) phase. The Traffic Operating and Analysis Report (TOAR) was approved by Caltrans in April and working on the environmental assessments for this project. The project development team meets once a month at the Caltrans office in Stockton. This projects will also improve the widening of the bridge over the California Aqueduct to 4-lanes.

## **BUILDING DEPARTMENT**

The Building Department continues to be very busy with ongoing building permits and new building permits. The department has issued 203 building permits and 131 permits have been completed this year. In addition, the Building Inspectors currently have 181 active permits in which are in the 'inspection' stage and waiting for approval.

# City of Patterson Fire Department Code Enforcement Division



## Case Activity for the Month of April 2016

### Monthly Activity Overview

<b>Activity Overview</b>	<b>Total</b>
New Cases	163
Closed Cases	228
Open Cases at start of period	95
Open Cases at end of period	30

### Violation Activity

<b>New Violations Cited</b>	<b>Total</b>
Fences, Walls, and Hedges	1
Green, Stagnant or Unmaintained Swimming Pool	3
Unlawful Parking in Landscaped Areas	1
Graffiti Violation	180
	2,400 (+- ) Sqft.

<b>Other Activity</b>	<b>Total</b>
Maintenance of Fire Hydrants (Paint)	14

Patterson Fire Department  
Inspections / Re-inspections  
April 2016



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<b>Station: No Station Assigned</b>	
PLAN REVIEW - Sprinkler System	1
<b>Station; 01</b>	
INSPECTION - Annual Engine Company	11
INSPECTION - Annual FPB	12
INSPECTION - Business License	2
PLAN REVIEW - Sprinkler System	8
RE-INSPECTION - Annual Engine Company	1
RE-INSPECTION - Annual FPB	4
RE-INSPECTION - Business License	1
RE-INSPECTION - State	1
<b>Station; 02</b>	
INSPECTION - Annual Engine Company	5
INSPECTION - Electrical	1
INSPECTION - Fire Protection	1
INSPECTION - State	1
PLAN REVIEW - Fire Alarm	1
RE-INSPECTION - Business License	1
<b>Total:</b>	<b>51</b>

# Patterson Fire Department



## Incident Type Count Report

Date Range: From 4/1/2016 To 4/30/2016

Selected Station(s): All

### Incident

<u>Type</u>	<u>Description</u>	<u>Count</u>	
<b>Station: 01</b>			
111 - Building fire		3	2.48%
113 - Cooking fire, confined to container		1	0.83%
132 - Road freight or transport vehicle fire		1	0.83%
<b>Total - Fires</b>		<b>5</b>	<b>5.38%</b>
311 - Medical assist, assist EMS crew		42	34.71%
32 - Emergency medical service (EMS)		1	0.83%
321 - EMS call, excluding vehicle accident with injury		23	19.01%
3210 - Ems cancelled upon arrival		2	1.65%
324 - Motor vehicle accident with no injuries		2	1.65%
<b>Total - Rescue &amp; Emergency Medical Service Incidents</b>		<b>70</b>	<b>75.27%</b>
410 - Flammable gas or liquid condition, other		1	0.83%
411 - Gasoline or other flammable liquid spill		1	0.83%
412 - Gas leak (natural gas or LPG)		1	0.83%
422 - Chemical spill or leak		1	0.83%
440 - Electrical wiring/equipment problem, other		1	0.83%
<b>Total - Hazardous Conditions (No fire)</b>		<b>5</b>	<b>5.38%</b>
500 - Service Call, other		1	0.83%
550 - Public service assistance, other		1	0.83%
553 - Public service		1	0.83%
<b>Total - Service Call</b>		<b>3</b>	<b>3.23%</b>
611 - Dispatched & cancelled en route		2	1.65%
611E - EMS: Dispatched & cancelled en route		2	1.65%
621 - Wrong location		1	0.83%
651 - Smoke scare, odor of smoke		1	0.83%
<b>Total - Good Intent Call</b>		<b>6</b>	<b>6.45%</b>
711 - Municipal alarm system, malicious false alarm		1	0.83%
735 - Alarm system sounded due to malfunction		2	1.65%
745 - Alarm system sounded, no fire - unintentional		1	0.83%
<b>Total - Fals Alarm &amp; False Call</b>		<b>4</b>	<b>4.30%</b>
<b>Total for Station</b>		<b>93</b>	<b>76.86%</b>
<b>Station: 02</b>			
140 - Natural vegetation fire, other		1	0.83%
<b>Total - Fires</b>		<b>1</b>	<b>3.70%</b>
311 - Medical assist, assist EMS crew		5	4.13%
321 - EMS call, excluding vehicle accident with injury		15	12.40%
<b>Total - Rescue &amp; Emergency Medical Service Incidents</b>		<b>20</b>	<b>74.07%</b>
512 - Ring or jewelry removal		1	0.83%
550 - Public service assistance, other		1	0.83%
561 - Unauthorized burning		1	0.83%
<b>Total - Service Call</b>		<b>3</b>	<b>11.11%</b>

**Incident**

<b><u>Type</u></b>	<b><u>Description</u></b>	<b><u>Count</u></b>		
<b><u>Station: 02 - (Continued)</u></b>				
	733 - Smoke detector activation due to malfunction	1	0.83%	
	736 - CO detector activation due to malfunction	1	0.83%	
	743 - Smoke detector activation, no fire - unintentional	1	0.83%	
	<b>Total - Fals Alarm &amp; False Call</b>	<b>3</b>	<b>11.11%</b>	
	<b>Total for Station</b>	<b>27</b>	<b>22.31%</b>	
<b><u>Station: 06</u></b>				
	321 - EMS call, excluding vehicle accident with injury	1	0.83%	
	<b>Total - Rescue &amp; Emergency Medical Service Incidents</b>	<b>1</b>	<b>100.00%</b>	
	<b>Total for Station</b>	<b>1</b>	<b>0.83%</b>	
		<b>121</b>	<b>100.00%</b>	

Patterson Fire Department  
Hydrant Inspections  
April 2016



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District No. - B 6

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District No. - F 4

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District No. - G 38

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District No. - H 49

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District No. - J 27

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Total: 124

Patterson Fire Department  
 Training Report  
 April 2016



Assignment	Sum of Duration (hours)
Air Bags	18.5
Assisting with Explorer Training	7.5
Back Injury Prevention	1
Company Training Documentation	13
Dinner Meeting	93
Driver Training	7
EMS Abdominal Trauma Basic	1
EMS Airway Management Basic	1
EMS Allergies and Anaphylaxis Basic	1
EMS Aquatic Emergencies	2
EMS Bleeding and Shock Basic	1
EMS Burn Management Basic	1
EMS Capnography	1
EMS Carbon Monoxide Poisoning	1
EMS CNS Injuries Basic	2
EMS Confined-Space Entry	1
EMS Crime Scene Awareness	2
EMS Cultural Diversity for EMS Providers	2
EMS Femur Fractures	1
EMS Geriatric Emergencies Basic	1
EMS Gunshot Wounds	2
EMS Heat Illness and Emergencies	1
EMS HIV/AIDS Awareness	2
EMS Operating an AED	1
First Responder Operations Level Refresher (MOD #4)	2
LARRO	172
NFPA 1001 Fire Behavior	1
NFPA 1001 Fire Hose	1
NFPA 1001 Firefighter Personal Protective Equipment	1
NFPA 1001 Self-Contained Breathing Apparatus	1
NFPA 1021 Government Structure	1
NFPA 1021 Pre-Incident Planning	1
NFPA 1021 Public Education Programs	1
October 2015 Volunteer Meeting Minutes	0.5
Pre-Incident training	2
RT-130 Annual Fireline Safety Refresher Training	15
RT-130 in class refresher	64
RT-130: Annual Wildland Fire Safety Refresher (MOD #1)	8
RT-130: Annual Wildland Fire Safety Refresher (MOD #2)	8
RT-130: Annual Wildland Fire Safety Refresher (MOD #3)	8
RT-130: Annual Wildland Fire Safety Refresher (MOD #4)	10
SCBA	1.5
US&R	15
Video Laryngoscope Training Video 1	1
Video Laryngoscope Training Video 2	1
Video Laryngoscope Training Video 3	1
Video Laryngoscope Training Video 4	1
Video Laryngoscope Training Video 5	2
Video Laryngoscope Training Video 6	1
11/1/2015	0.25
<b>Grand Total</b>	<b>484.25</b>

**DEPARTMENT OF PUBLIC WORKS**  
**“Public Works – Improving Your Quality of Life”**



**MONTHLY STAFF REPORT**  
**April 2016**

**Administration Division**

- The Water Rate Study kick off meeting was held. The Master Plan is closer to completion and staff has started collecting some of the data. The consultant is continuing to work on the Capital Improvement Plan (CIP).
- Council has approved the required resolutions authorizing staff to submit an SRF (State Revolving Fund) loan application to the State. The loan will provide funding for the City’s share cost of the wastewater treatment facility expansion. The expansion will provide the additional capacity needed to accommodate current and future development as well as address some existing deficiencies required for the sewer system to be in compliance.  
  
Staff has met in person with the State SRF Unit on 2/8/16 to present the project and has been working with the State to submit any additional information required for the loan. The loan application is currently under review.
- Staff has begun on the new FY 2016/17 budget. Public Works is the largest department and therefore the budgeting process that requires lots of staff time. Once the department budget is complete, it will be submitted to the Finance Department. The City budget will be brought to Council for adoption in June 2016.
- Staff will begin working closely with the City’s Special Districts Consulting Firm, NBS, on the Assessment District budgets and Engineer’s Reports for FY 2016/17. The City currently administers 22 Benefit Assessment Districts (BADs); 12 Landscape Maintenance Districts (LMDs); 1 County Service Area (CSA); and 1 Community Facilities District (CFD). The Engineer’s Reports, resolutions, and Public Hearing will be brought to Council in the next few months for approval.

**Personnel:**

- Staff has completed the recruitment for Maintenance Worker for Street/Collections Division. Michael Castillo, former Part-Time Maintenance Worker, will begin on April 11<sup>th</sup>. The remaining approved position for the FY 2015/16 is the Electrician. The intern position has been filled and continues assisting with the various environmental programs under the Administration Division.
- As part of the new budget FY 2016/17 process, staff will be evaluating personnel needs and ensure that the positions funded through the approved garbage and sewer rates are incorporated into the new budget. Additionally, staff will work on the new Water Rate Study and evaluate personnel needs for the next 10 years.

## Recycling & Solid Waste Program

- Solid Waste Manager was appointed by Stanislaus County Board of Supervisors through the City Selection Committee to serve as a City Representative to the Hazardous Waste Management Advisory Committee. The appointment is to fill an unexpired term ending on December 31<sup>st</sup>, 2016.
- The quarterly Solid Waste Management Local Task Force (LTF) Meeting was held on April 21<sup>st</sup> at the Stanislaus County Agricultural Center. At the meeting, members who represented their city to the task force voted on adopting the final edits to the County Wide Intergrated Waste Management Plan which staff and other member partners from the task force had worked on for seven months. City of Turlock was the only city who voted not to approve the amendments which now goes before the Board of Supervisors for adoption, prior to going up to the State Legislature in Sacramento.
- Mandatory Commercial Organic Recycling Program (AB 1826) continues to be pushed forward. Staff has been diligently working and preparing educational information for businesses about AB 1826, requiring businesses who produce 8 cubic yards or more of organic, green and food waste to recycle them and have a recycling program. Information were printed in flyers, brochures, and posted on the City's web page as well. April 1<sup>st</sup>, 2016 was when businesses meeting the threshold are expected to start implementing their own programs.
- **Cal Recycle will be out to visit local businesses to assure that they are following recycling laws.**
  - Potential Locations to visit include government offices (recycling programs and who administers them).
  - Large commercial and other generators, such as schools.
  - Visit date: Tuesday May 17<sup>th</sup>, 2016
- Bertolotti Disposal: Staff received a fair number of concerns and complaints from customers and citizens about service. Staff was able to resolve all concerns and will be meeting with Bertolotti management team to draw up a plan that will assist in avoiding some of the issues that were of concern to the citizens and customers.

## Water Division & Water Conservation Program

### Current Conservation Mandates

In a new executive order, dated November 13, 2015, the Governor states if drought conditions persist through January 2016, the State Water Resources Control Board (SWRCB) will extend the water conservation mandates until October 31. This final regulation was approved by the Office of Administrative Law on February 11, 2016. Section 865 of this emergency regulation provides suppliers with more flexibility in meeting their conservation requirements through adjustments and credits that allow a supplier to modify its conservation standard up to eight percentage points. These adjustments and credits include climate and growth adjustments and drought-resilient supply credit. It is estimated the city of Patterson will receive a conservation standard of 25 percent, a reduction of three percentage points.

For the month of April, the city issued 81 violation notices. Using the same comparison as the State Water Resource Control Board (April 2013 and excluding non-potable water); this month we saved 45.58 MG of potable water compared to the same month in 2013. That is a 41.21 percent reduction for the month of April.

**SB407 Plumbing Retrofits**

In addition to the High Efficiency Toilet Rebate Program, the city is still offering free water-conserving fixtures to help offset the costs of SB 407. With SB 407, California intends to increase water and energy conservation through measures triggered by many forms of construction or renovation. The law requires, on or before January 1, 2017, that all noncompliant plumbing fixtures in any single-family residential real property shall be replaced with water-conserving plumbing fixtures. The law also requires, on or before January 1, 2019, that all noncompliant plumbing fixtures in multifamily residential real property and commercial real property, be replaced with water-conserving plumbing fixtures. **SB 407 only applies to residential and commercial real property built before January 1, 1994.** There are approximately 2,300 buildings in Patterson that meet these criteria. In the near future, these properties will be receiving a questionnaire, so we have a better understanding of the retrofits that still have to take place.

April 2016 Water Pumping Totals	
Well	Amount
2	24,410,000
4 NP	789
5	86,900
6	22,711,600
7	300
8	17,274,000
9	516,100
11	14,960
Keystone NP	1,254,400
<b>TOTAL</b>	<b>66,269,049</b>

**MG**

**Number of Water Waste Complaints: 1**

**Number of Follow-ups: 1**

**Number of Warning/Violations: 81**

**Number of Penalties: 3**

**Water Service Connection Requests: 49**

**Water Service Disconnection Requests: 44**

**Number of Work Orders Received: 9**

**Water Samples:**

- 20 Distribution System
- 7 Sources
- Special Samples: Stage 2 By-Product Rules (Distribution System) Raw Water (Well 11).

## Storm Water Pollution Prevention Program

- The City has partnered up with various other agencies/Cities to develop a Local Regional Monitoring Program with the assistance from a qualified stormwater consultant. However, there has been a delay with Attachment G. The State is anticipating the adoption to occur later this year. Once the Monitoring & Implementation Plan is completed, it must be submitted to the Central Valley Regional Water Quality Control Board (CVRWQCB) for approval. The City would be responsible for certifying/training personnel to take quarterly samples, send samples to a qualified laboratory, and have a consultant complete the reporting that is required. The consulting costs would be shared among all participants and the cost is estimated to be about 1/3 of the total for participating in the Delta RMP. Staff will continue to keep Council informed as this process evolves.
- Staff is has worked very hard through the SJVSWQP partnership effort to put together a Regional Training to comply with the Year 3 permit requirements and to continue to educate staff, deveopers, engineers, and contractors on stormwater regulations. The training will take place on **May 19<sup>th</sup> at the San Joaquin Agriculture Center in Stockton**. The cost will be \$45 and will include lunch and a continental breakfast. Speakers from UC Davis, the State Board, Consultants and other Agencies will provide training & education to all attendees at no charge. A flier has been distributed at all participating Cities/Agencies as well as mailed to all stakeholders. The registration period has ended and it is anticipated to have good attendance. Due to the partnership there will be various training topics, experts in the fiels as speakers, offered and the cost to attend is \$45/person.
- On April 7, 2015, the State Water Board adopted an Amendment to the Water Quality Control Plan for Ocean Waters of California (Ocean Plan) to Control Trash and Part 1 Trash Provision of the Water Quality Control Plan for Inland Surface Waters, Enclosed Bays, and Estuaries (ISWEBE Plan). Together, they are collectively referred to as 'the Trash Amendments'. The project objective for the Trash Amendments is to provide statewide consistency for the Water Boards' regulatory approach to protect aquatic life and public health beneficial uses, and reduce environmental issues associated with trash in state waters, while focusing limited resources on high trash generating areas. The City hosted a California Stormwater Quality Association (CASQA) Webinar on Thursday, March 10<sup>th</sup> to learn about the new Trash Amendments that the State has adopted and that all the Stormwater Phase II MS4 Cities will have to comply with.
- Staff will continue to work on Year 3 requirements for the next couple of months. An annual stormwater report will be provided to the City Council in July 2016.

## Capital Improvement Program (CIP) Projects

- These are the main projects which Public Works and Engineering are focusing on. These project include:
  - Salado Creek Grate (staff is working with Engineering to design a storm drainage grate that is needed at Salado Creek).
  - Staff will not be proceeding with the museum renovation grant this year as the state has not yet moved forward with the 2015 grant awards. We anticipate submitting an application in 2017.

- Staff will be working closely with Engineering to hire an architect to design plans for the additional building that will be built at the Corporation Yard. The additional building would be able to secure additional equipment/vehicles.
- Staff is getting close to securing a site for a future potable well on the northeast part of town. An item will be on the Council's closed session agenda regarding the purchase and right-of-entry agreement.

## Committees & Commission

### **Parks & Recreation and Beautification Commission:**

- The second meeting was held on April 20, 2016. The commission discussed Garza Park improvements and beautification projects for the upcoming year. The next meeting is scheduled for May 18, 2016.

### **Safety (JEMSAC) Committee:**

- This committee has changed their meeting date/time to the 2<sup>nd</sup> Thursday of every month. During this time, the Committee reviews the City's existing Safety Program and implements new safety policies and training to comply with all OSHA requirements and create a safe environment for employees and the public. The next meeting will be held on May 12<sup>th</sup>.

### **Traffic Safety Committee:**

- This committee is composed of Public Works, Public Safety (Fire & Police), Administration, Engineering, and Planning. All traffic issues are brought to this committee for review/analysis and addressed. The last Traffic Committee meeting was held on September 16, 2015.
- Traffic Speed Surveys will need to be updated in the near future. Staff will be working with the City's Traffic Engineer to get these updated.
- The committee and staff are currently looking at a Funeral ordinance. Further research will be completed and information will be brought to Council on this item.
- Request for an additional crosswalk was received for the Walnut Grove Elementary School. Staff will follow-up on this item.
- Traffic concern for Apricot Valley School at Creekside Drive was re-submitted but is currently pending review with the City Manager.
- Request to remove the "No Parking" sign in front of the SCOE Alternative/Special Education School site located on Walnut was received, however the Traffic Committee is evaluating this request to ensure whether the sign is warranted or not.
- A resident expressed concerns regarding the Shearwater and Creekside Drive intersection and is requesting that the intersection turn into a 3-way stop. Item is being referred to the Traffic Engineer for further evaluation.
- Request for 4-way stop at Shearwater Drive & James Burke was made. Item is being referred to Traffic Engineer for possible 4-way stop in the future.
- The committee will have to discuss the possibility of relocating the signal light pole located on northwest corner of Sperry & Rogers. Damage continues to be done by large vehicles and relocating the pole will help address that.

## Park & Field Reservations

### Parks & City Hall Facility Reservations:

- Park Reservations = 6
- Field Reservations = 92

### Encroachment Permits, Fire Hydrant Use Permits, Other Permits Issued by Public Works:

- Encroachment Permit = 5
- Fire Hydrant Use Permits = 0

## Contracts & Agreements

- The lease agreement for the property owned by the City at Orange & First Street has been approved for an additional year (November 1, 2015 to October 31, 2016).
- A lease agreement for the property located by the Wastewater Treatment Facility has been approved with Schueber Farms a one-year term (January 1, 2016 to December 31, 2016).
- Staff has completed the RFP for Uniform Services and received three proposals and the new uniform contract has been awarded by the City Council on May 3<sup>rd</sup>. The new five-year contract with Aramark Uniform Services starts on July 1, 2016 through June 30, 2021.
- Staff has completed the Mowing Contract RFP and received proposals, including one from the City of Patterson. Now that the RFP process is completed and this item is scheduled for the May 17<sup>th</sup> agenda for Council approval. The goal is to have a new contract in place by July 1, 2016.

**Work Orders** = 7 (Streets); 8 (Streetlights)  
0 (Garbage)  
3 (Collections)  
0 (Stormwater Compliance)

### Seasonal Tasks:

- Alley maintenance.
- Repaired curb/gutters and sidewalks.
- Repaired potholes and cracks on East Las Palmas Avenue.
- Inspected sanitary sewer lines throughout the downtown area.
- Continue to maintain storm drainage system.
- Begin Apricot Fiesta preparation – clean out ditch along Hwy 33.

## Urban Forestry & Building Maintenance Division

**Work Orders** = 70 (UF)  
4 (Building Maintenance)

### Seasonal Tasks this Month:

- Focused on maintenance pruning and work order request.

## Parks & Landscape Maintenance Division

Work Orders = 11

**Seasonal Tasks & Projects:**

- Continued maintenance of all parks and easements.
- Completed monthly playground inspections.

## Fleet Services Division

Number of PW equipment repaired/serviced: 36 PW's vehicles and 0 Fire Vehicles

## Water Quality Control Facility (WQCF)

Work Orders Received: 0

**MONTHLY FLOWS AND AVERAGES -April 2016**

April 2016	INFLUENT	SPOD*	NPOD*	AIPS
<b>TOTAL FLOW, MG/ month</b>	42.825	24.328	13.706	4.792
<b>AVG FLOW, MGD</b>	1.428	.811	.457	.160
<b>HIGH FLOW, MGD</b>	1.762	1.146	.490	.180
<b>LOW FLOW, MGD</b>	1.307	.690	.437	.126
<b>Total Capacity, MGD</b>	2.25	1.25	.800	.200

\* SPOD- South Plant Oxidation Ditch (new)

\* NPOD- North Plant Oxidation Ditch (old)

**Alarms/Call-Outs:**

Alarms = 75

Call-Outs = 0

**Seasonal Tasks:**

- AIPS currently under performance test.
- Yearly Preventing maintenance.
- North plant clarifier #1 back on line.
- Continue using animals for weed control.
- Process control under adjustment for weather change.
- Start planning for dry season.
- AIPS Aerators #1 and #3 out for service

## Recreation & Community Services Department

### Monthly Staff Report

April 2016

Juliene Flanders, Director

The City of Patterson Recreation Summer Guide is out and sign-ups are pouring in!!! There are many new youth and family programs this summer and there was an emphasis on getting outside and living active. New programs include: Teen Excursions, Jr. Recreation Leader, Jr Lifeguarding, Adult Softball, Water Polo Camp, Diving camp, Start Smart Lacrosse, and Jr Giants Baseball!

### Hammon Senior Center Monthly Report for April

#### Senior Center Board of Directors

The Senior Board meet to discuss programs, issues and general program planning for Hammon Senior Center. The meeting was held April 19, 2016.

#### Senior Meals Program

Hammon Senior Center Provides nutritionally balanced meal 5 days a week to senior community members. Howard Training Center provides meals 4 days a week and Task Force provides 1 day a week.

#### Activities Committee

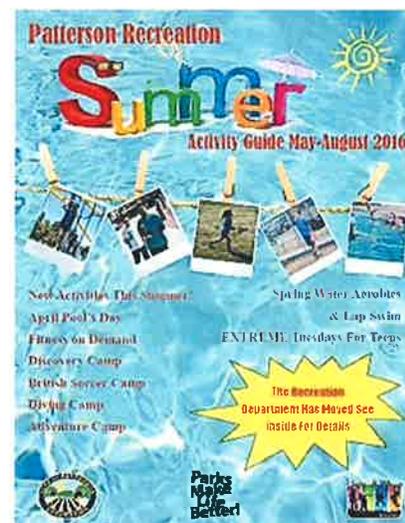
The committee met April 11<sup>th</sup> and 25<sup>nd</sup> they discussed future activities, events, and trips that they want to plan for our seniors.

**Commodities:** April 7th commodities distributed boxes of food and met the needs of our seniors and low income community members. The Commodity Supplemental Food Program works to improve the health of low-income elderly persons at least 60 years of age and low income families by supplementing their diets with nutritious USDA Foods.

**Community Outreach:** Our seniors are collecting used gift bags. We are patterning up with a local boutique to help a worthy cause. These bags will be used to gift items to women veterans at upcoming events.

#### April Highlights included:

- We had a group of 20 seniors meet for a delicious lunch at Mandarin House here in Patterson. We want to support our local business.
- 46 Exercise Classes were taught including walking group, Golden Exercise, Young at Heart, and Line Dancing
- Movie Days on Monday's
- Meals were provided for 20 days in April.
- Commodities Food give a way, HICAP
- We had beginning computer classes
- The seniors enjoyed a morning with fun and laughter playing a game of Balloon Volleyball.



Yosemite Trip – HSC had group of 18 go on a fun filled day in beautiful Yosemite. We enjoyed a 2 hour open tram tour led by a park ranger.



### Sing-A-Long with Susan



### Word Game



### Youth Development



#### **YAC Youth Action Commission**

YAC is working with an Intern from CSU Stanislaus and the Farmer’s Market Managers to develop a downtown market on Saturday mornings. This is something that the group has picked out as an important way to help bring fresh food opportunities to Patterson, and to add something to the downtown area. At this point the youth have interviewed pizza businesses and picked a preferred street. They would like the Farmer’s Market to be held from Pizza Plus to Blues café.

#### **PHS YAC**

Staff took a group of PHS YAC members to the State Theater in Modesto to see a viewing of the documentary “Paper Tiger”. This documentary is collaboration between the Stanislaus Family Justice Center and Stanislaus County Office of Education to provide and informational and educational opportunity to the community during Sexual Assault Awareness and Child Abuse Awareness month in April.

## **WG YAC**

We are planning a recruitment day and a minimum day event at Garza Park. Attendance numbers have increased and we are seeing a very energetic group of teens wanting to impact their school.



## **CMS YAC**

We will be having a trash pickup day at the CMS during our next YAC meeting.

## **Patterson Teen Center**

Staff has cleaned, painted and reorganized the Patterson Teen Center. They took it upon themselves to talk to the youth and get some ideas and choose a color scheme. We have had a positive response from the participants.

## **Summer Day Camp**

Weekly trainings are happening as we prepare for the summer. We also have a CalSac Youth Mini Conference to our staff and outside organizations who work with youth and youth development.

## **Open Gym**

We hold it every Saturday night from 6-9 pm at Walnut Grove gym. We have seen an increase in teen participation.



## **Youth Sports – Jr. Giants**

Recreation sent two staff members to attend the Jr. Giants Commissioner Meeting at AT&T Park in San Francisco on April 23rd. Together, these two individuals got a brief look at what to expect from the San Francisco Giants and the Giants Community Fund for the 2016 program. Afterwards, staff represented the City of Patterson in a pre-game presentation of the Major League Baseball's Commissioners Award for Philanthropic Excellence. We are currently ahead of our projected Jr. Giants registration, and are looking forward to a great summer of baseball and softball!





## CITY COUNCIL AGENDA REPORT

**TO:** Mayor Molina and Members of the City Council

**FROM:** Ken Irwin, City Manager 

**MEETING DATE:** May 17, 2016

**ITEM NO:** 5.4

**SUBJECT:** Approve City Commission Reports for the Month of April 2016  
(Parks, Recreation & Beautification Commission and Planning Commission)

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### RECOMMENDATION

Motion to approve City Commission Reports for the Month of April 2016 (Parks, Recreation & Beautification Commission and Planning Commission)



# April 2016 Parks, Recreation & Beautification Commission Monthly Report

The following information is provided as an update regarding the Parks, Recreation & Beautification Commission meeting activities during the month of April and updates for previously approved projects.

Parks, Recreation & Beautification Commission meetings are held on the 3rd Wednesday of every month at 5:00 pm in the City Hall Council Chambers

## 5-Member Commission

Chair	Rob Cozart	Term: May 2016-2018
Co-Chair	Chinyere Jack	Term: May 2015-2017
Commissioner	Vivian Ratliff	Term: May 2015-2017
Commissioner	Kelvin Love	Term: May 2015-2017
Commissioner	Elias Funez	Term: May 2016-2018

## **Parks & Recreation Commission Meeting:**

On April 20, 2016, the Parks, Recreation & Beautification Commission Mtg. discussed the agenda items listed below.

### **1. Approval of March 16,2016**

Commissioners Funez made a motion to approve March 16, 2016 minutes with corrections. The motion was seconded by Chair Member Cozart and approved on a 3-0 vote

### **2. Park Update**

Deputy Director Robert Andrade gave a verbal update on the city parks.

### **3. Review Previous Beautification Projects**

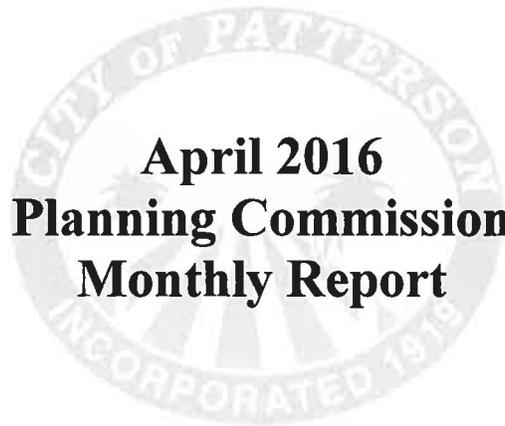
The committee reviewed the list of the previous Beautification projects.

### **4. Beautification Committee Budget Report**

The committee was updated with a detailed beautification budget for the current year.

Commission Agendas & Minutes are located on the city website under the agenda center.

**The next regular meeting will be scheduled for May 18, 2016**



## **April 2016 Planning Commission Monthly Report**

The following information is provided as an update regarding Planning Commission activities during the month of April.

### **Planning Commission Meetings**

On April 14, 2016, the Planning Commission held a meeting to consider the following items:

1. **Conditional Use Permit #16-03 – Lucky Pan Brenda’s Pupuseria, 401 N. 1<sup>st</sup> Street**  
A public hearing to consider establishment of a mobile vendor at 401 N. First Street, located in the Industrial Zone. Hours of operation would be from 10:00 AM to 10:00 PM, seven days a week. The project is exempt from review under the California Environmental Quality Act. The Planning Commission approved this item with a 4-0 vote.
2. **Architectural & Site Plan Review #16-02 – Cuts Unlimited Roll Up Security Door, 40 S. 3<sup>rd</sup> Street**  
A public hearing to consider placement of a roll up security door at 40 S. 3<sup>rd</sup> Street. Based on the Downtown Design Guidelines, Planning Commission review is required for placement of this type of screening to determine whether it is compatible with the guidelines set out for the downtown. The Planning Commission directed the applicant to make changes and continued the item to the April 28<sup>th</sup> meeting.

On April 28, 2016, the Planning Commission held a meeting to consider the following items:

1. **Conditional Use Permit #16-05 – Taqueria Barajas, 101 E. Las Palmas Avenue**  
A public hearing to consider establishment of a mobile vendor at 101 E. Las Palmas, located in the Industrial Zone. Hours of operation would be from 10:00 AM to 10:00 PM, seven days a week. The project is exempt from review under the California Environmental Quality Act. The Planning Commission approved this item with a 5-0 vote.
2. **Tentative Parcel Map #15-01 – Arthur & Frances Filice, 261 Olive Avenue**  
A public hearing to consider division of an existing 3.83 acre parcel into two parcels, creating a 3.1 acre and a 0.71 acre parcel. The site is zoned Medium Density Residential under the Villages of Patterson master plan. The project is exempt under the California Environmental Quality Act. The Planning Commission approved this item with a 5-0 vote.

**3. Architectural & Site Plan Review #16-02 – Cuts Unlimited Roll Up Security Door, 40 S. 3<sup>rd</sup> Street (Continued)**

A public hearing to consider placement of a roll up security door at 40 S. 3<sup>rd</sup> Street. Based on the Downtown Design Guidelines, Planning Commission review is required for placement of this type of screening to determine whether it is compatible with the guidelines set out for the downtown. No information was provided by the applicant prior to the meeting. The Planning Commission continued this item to the May 12<sup>th</sup> meeting.

The next Planning Commission meetings are scheduled for May 12<sup>th</sup> and 26<sup>th</sup> at 7:00 PM.



## CITY COUNCIL AGENDA REPORT

**TO:** Mayor Molina and Members of the City Council

**FROM:** Ken Irwin, City Manager *KI*

**BY:** Di Smith, Interim Human Resources Manager

**MEETING DATE:** May 17, 2016

**ITEM NO:** 5.5

**SUBJECT:** Approve the Electrical Technician I, II and Electrician/Crew Leader Job Descriptions and Salary Ranges

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### **RECOMMENDATION**

Approve the Electrical Technician I, II and Electrician/Crew Leader Job Descriptions and salary ranges.

### **BACKGROUND**

During the FY 2015/16 budget, the City Council approved an Electrician position. However, a series was created to provide a career ladder similar to other series within the Public Works Department. Staff has prepared the job descriptions associated with this series, which are attached for the Council's review and approval.

The new classification series requires Council's approval of the job descriptions and salaries which, includes Electrical Technician I, II, and Electrician/Crew Leader. The City will only recruit for one position, but having a series and career ladder of all the job descriptions is consistent with current practice (for example Maintenance Worker position is a series and therefore there is Maintenance Worker I, II, and III).

### **ANALYSIS**

The scope of work for this position is specialized and requires special certifications and experience. The person filling this position will report to the Deputy Director of Public Works and some examples of the duties include performing skilled electrical and mechanical work in the installation, alteration, maintenance and repair of the electrical, mechanical and electronic equipment associated with the Water Quality Control Facility, Water Distribution System, Sewer/Storm Collections pumping stations, Telemetry/SCADA System, Traffic Signal and Streetlight Systems and related facilities.

This classification is assigned to the miscellaneous bargaining unit (AFSCME Local 10) for labor relations purposes and is subject to overtime, callback and standby assignments.

In regards to salary assignment for the series, a market salary survey was conducted by RGS. The results of the survey did not align with internal equity among miscellaneous employees. In order to develop an option more equitably aligned with the current miscellaneous employee salary schedule, like-classifications in the Department of Public Works were reviewed. The classification series of Wastewater Operator I-III and Equipment Mechanic I-III were analyzed and compared to the Electrical Technician series and determined to be comparable upon review of all position descriptions. This review included analyzing and comparing each position description's stated required knowledge, skills and abilities; supervision exercised and received; and scope and complexity of assigned duties. The recommended monthly salary ranges for approval is the same as the Equipment Mechanic series and is as follows:

	<u>Step A</u>	<u>Step B</u>	<u>Step C</u>	<u>Step D</u>	<u>Step E</u>
Electrical Technician I	\$3,012	\$3,164	\$3,322	\$3,488	\$3,663
Electrical Technician II	\$3,488	\$3,663	\$3,846	\$4,037	\$4,239
Electrician/Crew Leader	\$3,846	\$4,037	\$4,239	\$4,451	\$4,674

Staff has met and conferred with AFSCME Local 10 regarding the job descriptions and salary ranges.

With the Council's approval of the series job descriptions, the City will proceed with filling the vacant position.

### **FISCAL IMPACT**

The costs associated with filling the vacant position in the series was approved in the FY 2015/16 budget. The series salaries are equal to the Equipment Mechanic I-III; and since only one position has been approved by Council, there is no budget impact.

## JOB DESCRIPTION

City of Patterson



Human Resources

## ELECTRICAL TECHNICIAN I

\$3,012.00 - \$3,663.00 Monthly  
\$36,144.00 - \$43,956.00 Annually

## JOB SUMMARY

*Class specifications are intended to present a descriptive list of the range of duties performed by employees in the class. Specifications are **not** intended to reflect all duties performed within the job.*

This is the entry-level class in the Electrical Technician Series and as such learns to become gradually more independent at performing skilled electrical and mechanical work in the installation, alteration, maintenance, and repair of the electrical, mechanical, and electronic equipment associated with the Wastewater Treatment Facility, Water Distribution System, Sewer/Storm Collections pumping stations, Telemetry/SCADA system, Traffic Signal and Street Light Systems, and related facilities.

This classification is assigned to the miscellaneous bargaining unit for labor relations purposed and is subject to overtime, callback, and standby assignments.

## SUPERVISION RECEIVED AND EXERCISED

Receives immediate supervision from the Electrician/Crew Leader or Deputy Director of Public Works.

This position does not routinely exercise supervision.

## ESSENTIAL DUTIES

*Typical essential duties may include, but are not limited to:*

Install, maintain, repair, and calibrate digital/analogue monitoring/control equipment.

Assist in the design of instrumentation and electrical systems and learn to provide data and calculations on proposed systems.

Learn to install, maintain, repair, and calibrate computer system hardware, for a radio based telemetry system and, for controlling flow, temperatures, motion and chemical feed.

Learn to install, repair, and maintain supervisory and sensory control systems.

Assist in the repair, maintenance, and level calibration of pressure and flow equipment.

Assist in the maintenance of a variety of electronic control instruments used to operate electrical mechanical equipment, record data, indicate equipment status and activate supervisory control.

Learn to maintain and repair automatic control valves and associated control devices.

Operate a variety of electronic testing equipment.

Maintain service records; participate in development of specification for requisition for parts and electrical equipment.

Operate computers for logging completed work, record keeping, and equipment data retrieval. Learn to maintain records needed for state agencies.

Abide by and learn to ensure all safety regulations are followed

Monitor and track SCADA system functions, including system pressure, tank levels and alarms; adjust system settings as required to maintain proper function

Perform related duties as assigned.

## **KNOWLEDGE, SKILLS, AND ABILITIES**

**Knowledge of:** basic skills in electrical and instrumentation diagnosis and repair; basic knowledge of methods, tools, equipment, and materials used in the installation, repair, and maintenance of supervisory, sensory control systems used in water/waste water/storm and traffic signal systems; basic principles and practices of electronics/electricity/pneumatic and instrumentation as it applies to sensory controls.

**Ability to:** develop and implement a comprehensive preventative maintenance program for instrumentation and electronics equipment; troubleshoot electrical and instrumentation control circuits; diagnose electrical and electronic failures and take an effective course of action to correct the problem.

Demonstrate strong computer skills for logging completed work, record keeping, and to maintain records needed for state agencies. Demonstrate strong telemetry skills for the purpose of equipment data retrieval and analysis.

Respond to emergency conditions and use good judgment to make appropriate assessments and repairs.

Speak, read, and comprehend English at a level necessary to understand and execute oral and written instructions.

## **NECESSARY SPECIAL REQUIREMENTS**

Must be 18 years of age or older.

Must successfully pass pre-employment examinations which may include various position related background, fingerprint, reference, medical, physical agility, second language ability, certificate or license verifications.

Must be able to provide proof of U.S. citizenship or legal right to work in the United States.

## **MINIMUM QUALIFICATIONS**

**Education:** Any combination of education, training, and experience, which would likely provide the required knowledge, skills, and abilities. Normally this would include:

Possession of a High School Diploma or GED equivalent.

**Experience:** Any combination of experience and training that would likely provide the required knowledge, skills, and abilities. Normally this would include:

One year of increasingly responsible electrical maintenance work, including specialized experience involving electrical and electronic telemetry, SCADA and related control systems

OR

An equivalent combination of education and experience would provide this opportunity.

**License:** Possession of a valid California Class C driver's license and possession of a valid California Class B Drivers License within 10 months of appointment. Failure to obtain the required license within this period may result in release from probation.

**Certification:**

Possession of an Instrumentation Technology Grade I Certification is desirable.

Possession of a Traffic Signal Technician Level I Certification is desirable.

Possession of a Roadway Lighting Level I Certification is desirable.

Possession of a Work Zone Safety Certification is desirable.

**Classification:** Entry Level, Non-Exempt, Non-Confidential

<b>PHYSICAL REQUIREMENTS</b>
------------------------------

**Environmental Conditions:** Work is performed in office and field environment; travel from site to site. Hot and cold temperatures; inclement weather.

**Physical Conditions:** Position requires sight sufficient to read, write, and make observations, operate hand and power tools, vehicles, and heavy equipment; the ability to hear well enough to converse on the radio, telephone, and in person; bodily mobility to walk, bend, stand, crouch, reach, twist, or climb for extended periods of time, operate assigned equipment and vehicles and the performance of heavy manual labor for extended periods of time; and the ability to tolerate extreme fluctuations in temperature while performing essential functions and to lift job related equipment as necessary.

**FLSA Exemption Status:** Non-exempt

**Revised:** XX/2016

## JOB DESCRIPTION

City of Patterson



Human Resources

ELECTRICAL TECHNICIAN II

\$3,488.00 - \$4,239.00.00 Monthly

\$41,856.00 - \$50,868.00 Annually

## JOB SUMMARY

*Class specifications are intended to present a descriptive list of the range of duties performed by employees in the class. Specifications are **not** intended to reflect all duties performed within the job.*

This is the journey level class in the Electrical Technician Series and as such, performs the full range of installation, alteration, maintenance and repair of electrical, mechanical and electronic equipment including performing complex and technical work such as troubleshooting electrical, mechanical and electronic equipment associated with the Wastewater Treatment Facility, Water Distribution System, Sewer/Storm Collections pumping stations, Telemetry/SCADA system, Traffic Signal and Street Light Systems, and related facilities

This classification is assigned to the miscellaneous bargaining unit for labor relations purposed and is subject to overtime, callback, and standby assignments.

## SUPERVISION RECEIVED AND EXERCISED

Receives general supervision from the Electrician/Crew Leader or Deputy Director of Public Works.

This position does not routinely exercise supervision.

## ESSENTIAL DUTIES

*Typical essential duties may include, but are not limited to:*

Install, maintain, repair, and calibrate digital/analog monitoring/control equipment.

Design instrumentation and electrical systems and provide data and calculations on proposed systems.

Install, maintain, repair, and calibrate computer system hardware, for a radio based telemetry system, for controlling flow, temperatures, motion and chemical feed.

Install, repair, and maintain supervisory and sensory control systems.

Repair, maintain, and calibrate level, pressure and flow equipment.

Maintain a variety of electronic control instruments used to operate electrical mechanical equipment, record data, indicate equipment status and activate supervisory control.

Maintain and repair automatic control valves and associated control devices.

Operate a variety of electronic testing equipment.

Maintain service records; participate in development of specification for requisition for parts and electrical equipment.

Operate computers for logging completed work, record keeping, and equipment data retrieval. Maintain records needed for state agencies.

Ensure all safety regulations are followed.

Monitor and track SCADA system functions, including system pressure, tank levels and alarms; adjust system settings as required to maintain proper function.

Assist in the training and development of lower level staff such as Electrical Technician I's.

Perform related duties as assigned.

## **KNOWLEDGE, SKILLS, AND ABILITIES**

**Thorough knowledge of:** electrical and instrumentation diagnosis and repair.

**Working knowledge of:** principles and practices of electronics/electricity/pneumatic and instrumentation as they apply to sensory controls;

**Knowledge of:** standard and specialized practices, methods, tools, equipment, and materials used in the installation, repair, and maintenance of supervisory, sensory control systems used in water/waste water/storm and traffic signal systems; principles of radio based telemetry systems and tuning of microwave radios; occupational hazards, and standard safety precautions of the trade.

**Ability to:** Develop and implement a comprehensive, preventative maintenance program for instrumentation and electronics equipment; estimate repair costs; operate electronic/electrical-testing equipment; troubleshoot electrical and instrumentation control circuits; diagnose electrical and electronic failures and take an effective course of action to correct the problem.

Demonstrate strong computer skills for logging completed work, record keeping, and to maintain records needed for state agencies. Demonstrate strong telemetry skills for the purpose of equipment data retrieval and analysis.

Respond to emergency conditions and use good judgment to make appropriate assessments and repairs.

Speak, read, and comprehend English at a level necessary to understand and execute oral and written instructions.

## **NECESSARY SPECIAL REQUIREMENTS**

Must be 18 years of age or older.

Must successfully pass pre-employment examinations which may include various position related background, fingerprint, reference, medical, physical agility, second language ability, certificate or license verifications.

Must be able to provide proof U.S. citizenship or legal right to work in the United States.

## **MINIMUM QUALIFICATIONS**

**Education:** Any combination of education, training, and experience, which would likely provide the required knowledge, skills, and abilities. Normally this would include a High School Diploma or GED

equivalent including specialized training in the maintenance and repair of electrical equipment.

**Experience:** Any combination of experience and training that would likely provide the required knowledge, skills, and abilities. Normally this would include:

Two years of increasingly responsible electrical maintenance work, including at least one year of specialized experience involving electrical and electronic telemetry, SCADA and related control systems,

OR

year of experience equivalent to an Electrical Technician I with the City of Patterson.

**License:** Possession of a valid California Class B driver's license within 6 months of appointment. Failure to obtain the required license within this period may result in release from probation

**Required Certification:**

Possession of an Instrumentation Technology Grade I Certifications is required within 6 months of appointment

Possession of a Roadway Lighting Level I Certification is desirable.

Possession of a Work Zone Safety Certification is desirable.

Possession of a Traffic Signal Technician Level I Certification is desirable.

**Classification:** Journey-level, Non-Exempt, Non-Confidential

<b>PHYSICAL REQUIREMENTS</b>
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**Environmental Conditions:** Work is performed in an office and field environment; travel from site to site. Hot and cold temperatures; inclement weather.

**Physical Conditions:** Position requires sight sufficient enough to read, write, and make observations, operate hand and power tools, vehicles and heavy equipment; the ability to hear well enough to converse on the radio, telephone, and in person; bodily mobility to walk, bend, stand, crouch, or climb for extended periods of time, operate assigned equipment and vehicles; the performance of heavy manual labor for extended periods of time; and the ability to tolerate extreme fluctuations in temperature while performing essential functions and to lift job related equipment as necessary.

**FLSA Exemption Status:** Non-exempt

**Revised:** XX/2016

## JOB DESCRIPTION

City of Patterson



Human Resources

ELECTRICIAN/CREW LEADER

\$3,846.00 - \$4,674.00 Monthly

\$46,152.00 - \$56,088.00 Annually

## JOB SUMMARY

*Class specifications are intended to present a descriptive list of the range of duties performed by employees in the class. Specifications are **not** intended to reflect all duties performed within the job.*

This is the lead class in the Electrical Technician Series, and as such provides skilled journey level and lead work in performing troubleshooting related to the electrical, mechanical and electronic equipment associated with the Wastewater Treatment Facility, Water Distribution System, Sewer/Storm Collections pumping stations, Telemetry/SCADA system, Traffic Signal and Street Light Systems and related facilities.

This classification is assigned to the miscellaneous bargaining unit for labor relations purposes and is subject to overtime, callback and standby assignments.

## SUPERVISION RECEIVED AND EXERCISED

Receives general supervision from the Deputy Director of Public Works.

This position may exercise supervision to include planning, scheduling, and assigning, coordinating and directing the work of employees.

## ESSENTIAL DUTIES

*Typical essential duties may include, but are not limited to:*

Install, maintain, repair and calibrate digital/analog monitoring/control equipment at a journey level.

Design instrumentation and electrical systems and provide data and calculations on proposed systems.

Install, maintain, repair and calibrate computer system hardware, for a radio based telemetry system, for controlling flow, temperatures, motion and chemical feed.

Install, repair and maintain supervisory and sensory control systems.

Repair, maintain and calibrate level, pressure and flow equipment at a journey level.

Maintain a variety of electronic control instruments used to operate electrical mechanical equipment, record data, indicate equipment status and activate supervisory control.

Maintain and repair automatic control valves and associated control devices.

Operate a variety of electronic testing equipment.

Maintain service records; participate in development of specification for requisition for parts and electrical equipment.

Operate computers for logging completed work, record keeping, and equipment data retrieval. Maintain records needed for state agencies.

Insure all safety regulations are followed.

Monitor and track SCADA system functions, including system pressure, tank levels and alarms; adjust system settings as required to maintain proper function.

Plan, schedule, assign, coordinate and direct the work of employees within the Electrical Division.

Perform related duties as assigned.

### **KNOWLEDGE, SKILLS, AND ABILITIES**

**Thorough knowledge of:** advanced journey level skills in electrical and instrumentation diagnosis and repair.

**Working knowledge of:** basic principles of supervision; principles and practices of electronics/electricity/pneumatic and instrumentation as they apply to sensory controls.

**Knowledge of:** standard and specialized practices, methods, tools, equipment and materials used in the installation, repair and maintenance of supervisory, sensory control systems used in water/waste water/storm and traffic signal systems; principles of radio based telemetry systems and turning of microwave radios; occupational hazards and standard safety precautions of the trade.

**Ability to:** Develop and implement a comprehensive, preventative maintenance program for Municipal Services instrumentation and electronics equipment; estimate repair costs; troubleshoot electrical and instrument control circuits.

Diagnose electrical and electronic failures and take an effective course of action to correct the problem; demonstrate strong telemetry/computer skills.

Respond to emergency conditions and use good judgment to make appropriate repairs.

Plan, schedule, assign, coordinate and direct the work of employees within the Electrical Division.

Read, speak, write and comprehend English at a level necessary to understand and execute oral and written instructions.

### **NECESSARY SPECIAL REQUIREMENTS**

Must be 18 years of age or older.

Must successfully pass pre-employment examinations which may include various position related background, fingerprint, reference, medical, physical agility, second language ability, certificate or license verifications.

Must be able to provide proof of U.S. citizenship or legal right to work in the United States.

## **MINIMUM QUALIFICATIONS**

**Education:** Any combination of education, training, and experience, which would likely provide the required knowledge, skills, and abilities. Normally this would include a High School Diploma or GED equivalent including specialized training in the maintenance and repair of electric equipment.

**Experience:** Any combination of experience and training that would likely provide the required knowledge, skills, and abilities. Normally this would include:

Five years of increasingly responsible experience performing electrical maintenance work including at least two years of specialized experience involving electrical and electronic telemetry, SCADA and related control systems,

OR

An equivalent combination of education and experience would provide this opportunity.

**License:** Possession of a valid California Class B Commercial driver's license with appropriate endorsement, as assigned, is required within 6 months of appointment. Failure to obtain the required license within this period may result in release from probation.

**Certification:**

Possession of an Instrumentation Technology Grade II Certification is required within 6 months of appointment, to be maintained as a condition of continued employment.

Possession of a Traffic Signal Technician Level I Certification is desirable.

Possession of a Roadway Lighting Level I Certification is desirable.

Possession of a Work Zone Safety Certification is desirable.

**Classification:** Advanced Journey, Non-Exempt, Non-Confidential)

## **PHYSICAL REQUIREMENTS**

**Environmental Conditions:** Work is performed in an office and field environment; travel from site to site. Hot and cold temperatures; inclement weather.

**Physical Conditions:** Position requires sight sufficient to read, write and make observations, operate hand and power tools, vehicles and heavy equipment; hearing well enough to converse on the radio, telephone and in person; bodily mobility to walk, bend, stand, crouch or climb for extended periods of time, operating assigned equipment and vehicles for the performance of heavy manual labor for extended periods of time; ability to tolerate extreme fluctuations in temperature while performing essential functions and to be able to lift job related equipment as necessary.

**FLSA Exemption Status:** Non-exempt

**Revised:** XX/2016



## CITY COUNCIL AGENDA REPORT

**TO:** Mayor Molina and Members of the City Council

**FROM:** Ken Irwin, City Manager 

**BY:** Fernando Ulloa, City Engineer  
Jaspreet Mangat, Assistant Engineer

**MEETING DATE:** May 17, 2016

**ITEM NO:** 5.6

**SUBJECT:** Approve Resolution No. 2016-37, to authorize the City Manager to execute right of way certifications and construction documents for Ward Avenue and W. Las Palmas Avenue Intersection Improvements Project CML-5244(033)

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### **RECOMMENDATION**

Approve Resolution No. 2016-37, to authorize the City Manager to execute right of way certifications and construction documents for Ward Avenue and W. Las Palmas Avenue Intersection Improvements Project CML-5244(033).

### **BACKGROUND**

The intersection of Ward Avenue and Las Palmas Avenue is currently signalized with a non-traditional lane configuration. The west side of this intersection is fully developed. The northwest corner is home the Patterson Community Complex, which includes the Patterson Skate Park, Patterson Aquatic Center, and the Hammon Senior Center. On the southwest corner, you'll find the commonly termed "True Value" shopping center. It has a strip mall that backs up to Ward Avenue, just south of W. Las Palmas Avenue. The east side of the intersection is relatively undeveloped with two homes that sit outside of the project area.

This project will install all components to build out the intersection to its ultimate plan. This will include, but is not limited to, earthwork, asphalt paving, concrete curb, gutters, sidewalk, striping, and adjustment or installation of the existing or new signal equipment.

### **ANALYSIS**

City have received the Congestion Mitigation and Air Quality Grant to improve this intersection. At this time, City staff is in the process of Caltrans Environmental clearance and Right of Way certifications process.

For State and/or Federally funded construction of transportation project, the Caltrans requires that the local agency to certify needed right of way for projects. Section 17.08.14.11 of Caltrans Right of Way Manual requires that governing bodies of the local agency designate, by resolution, the authorized representative to execute ROW certifications.

ROW Certification documents must be approved by Caltrans prior to the advertisement and award of the construction contract utilizing State or Federal funds.

Attached for the City Council approval is a resolution that authorizes the City Manager to execute ROW Certifications as required by Caltrans.

**FISCAL IMPACT**

There is no fiscal impact associated with this item.

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**RESOLUTION NO. 2016-37**

**A RESOLUTION OF THE CITY COUNCIL OF THE CITY OF PATTERSON,  
AUTHORIZING THE CITY MANAGER TO EXECUTE RIGHT OF WAY  
CERTIFICATIONS AND CONSTRUCTION DOCUMENTS FOR WARD AVENUE AND  
W. LAS PALMAS AVENUE INTERSECTION IMPROVEMENTS PROJECT (CML  
5244(033) AS PER THE CALTRANS RIGHT-OF-WAY MANUAL**

**WHEREAS**, Section 17.08.14.11 of the Caltrans Right-of-Way Manual requires that the governing body of the local agency designate, by resolution, the authorized representative to execute Right-of-Way Certifications; and

**WHEREAS**, the City provides project management to all City transportation projects utilizing State and Federal transportation funds; and

**WHEREAS**, the City Council appoints the City Manager as the designated City representative to execute Right-of-Way Certifications; and

**WHEREAS**, a ROW Certification provides the acquisition status for project ROW needed in order to construct roadway improvements. ROW Certification documents must be approved by Caltrans prior to the advertisement and award of a construction contract utilizing State or Federal transportation funds.

**NOW, THEREFORE, BE IT RESOLVED** by the City Council of the City of Patterson that it does hereby authorize the City Manager to execute Right-of-Way Certifications.

The foregoing resolution was introduced at a regular meeting of the City Council of the City of Patterson held on the passed by the City Council at a regular meeting held on the 17<sup>th</sup> day of May, 2016, by \_\_\_\_\_, who moved its adoption, which motion was duly seconded by \_\_\_\_\_, and it was upon roll call carried and the resolution adopted by the following vote:

**AYES:**

**NOES:**

**EXCUSED:**

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APPROVED:

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Luis I. Molina, Mayor of the City of Patterson

ATTEST:

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Maricela L. Vela, City Clerk of the City of Patterson

I hereby certify that the foregoing is a full, correct and true copy of a resolution passed by the City Council of the City of Patterson, a Municipal Corporation of the County of Stanislaus, State of California, at a regular meeting held on the 17<sup>th</sup> day of May 2016, and I further certify that said resolution is in full force and effect and has never been rescinded or modified.

DATED:

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City Clerk of the City of Patterson



## CITY COUNCIL AGENDA REPORT

**TO:** Mayor Molina and Members of the City Council

**FROM:** Ken Irwin, City Manager 

**BY:** Maricela Vela, City Clerk

**MEETING DATE:** May 17, 2016

**ITEM NO:** 5.7

**SUBJECT:** Approve Resolution No. 2016-38, Rejecting the Claim of Kamisha Lyles In An Amount of \$843.25 for Alleged Damages.

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### **RECOMMENDATION**

Motion to approve Resolution No. 2016-38, rejecting the claim of Kamisha Lyles in an Amount of \$843.25 for alleged damages.

### **FISCAL IMPACT**

None.



1 I hereby certify that the foregoing is a full, correct, and true copy of a resolution passed by  
2 the City Council of the City of Patterson, a Municipal Corporation of the County of Stanislaus, State  
3 of California, at a regular meeting held on the 17th day of May 2016, and I further certify that said  
4 resolution is in full force and effect and has never been rescinded or modified.

5 DATED:

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City Clerk of the City of Patterson

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CENTRAL SAN JOAQUIN VALLEY RISK MANAGEMENT AUTHORITY

CLAIM FORM

MAY 03 2016  
cm

(Please Type Or Print)

CLAIM AGAINST City of Patterson  
(Name of Entity)

Claimant's name: Kamisha Lyles

DOB: 12/30/73 Gender: Male \_\_\_\_\_ Female

Claimant's address: 720 Hardin Rd #c Telephone: 209 817-3523

Address where notices about claim are to be sent, if different from above: Same

Date of incident/accident: 4/23/16

Date injuries, damages, or losses were discovered: 4/23/16

Location of incident/accident: 4th & C Street

What did entity or employee do to cause this loss, damage, or injury? The street has a deep dip which caused damage to the front of my car  
(Use back of this form or separate sheet if necessary to answer this question in detail.)

What are the names of the entity's employees who caused this injury, damage, or loss (if known)? \_\_\_\_\_

What specific injuries, damages, or losses did claimant receive? The suspension on the front of the car had to be replaced (subframe)  
(Use back of this form or separate sheet if necessary to answer this question in detail.)

What amount of money is claimant seeking or, if the amount is in excess of \$10,000, which is the appropriate court of jurisdiction. Note: If Superior and Municipal Courts are consolidated, you must represent whether it is a "limited civil case" [see Government Code 910(f)] \$843.<sup>25</sup>

How was this amount calculated (please itemize)? Cost of the repair

(Use back of this form or separate sheet if necessary to answer this question in detail.)

Date Signed: 5/2/16 Signature: Kamisha Lyles

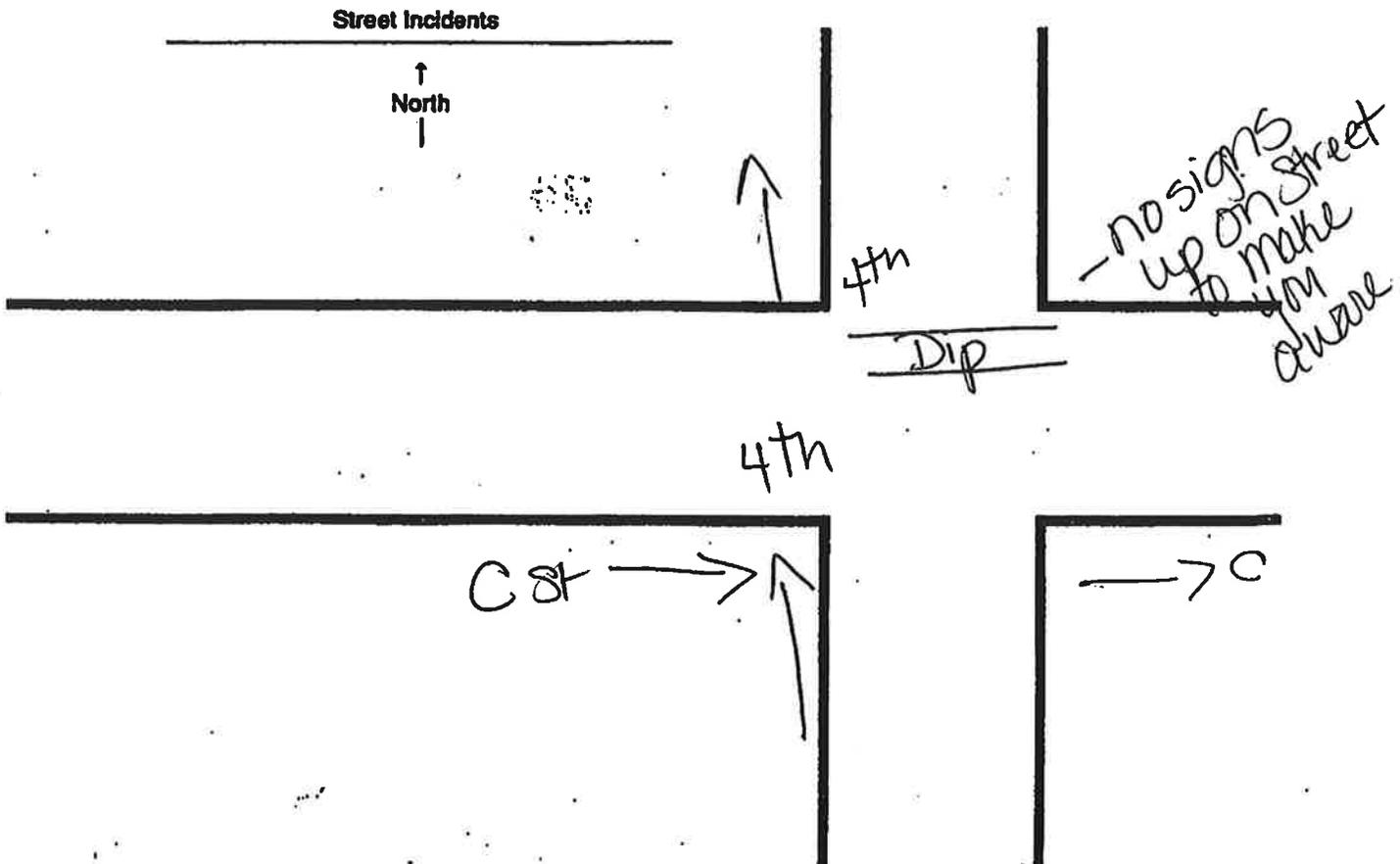
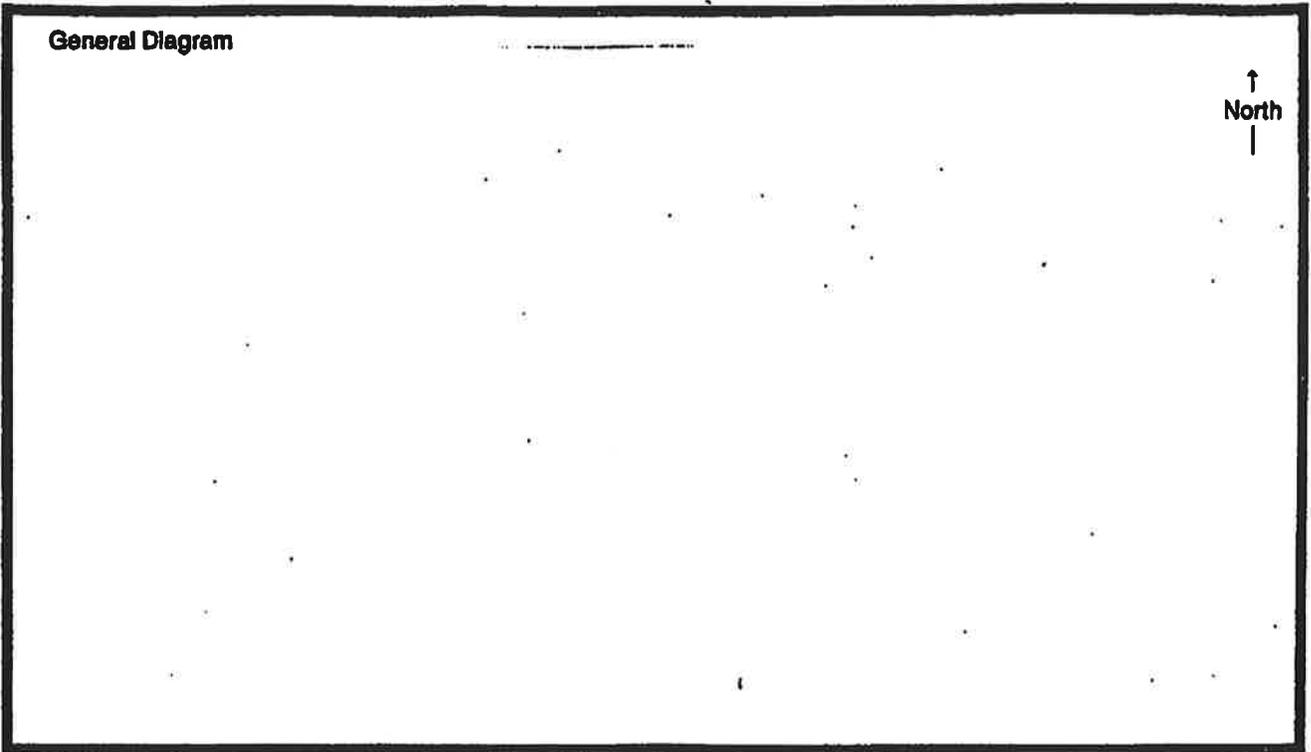
If signed by representative:  
Representative's Name \_\_\_\_\_ Address \_\_\_\_\_  
Telephone # \_\_\_\_\_  
Relationship to Claimant \_\_\_\_\_

On 4/23/16 I was driving down 4th & C~~st~~ in Patterson there is a huge dip in the road that caused damage to the front end of my car. The sub frame was broke from going over this dip. My car is low, there is no sign stating there is a dip and no lighting on the street. If you are not familiar with the streets you won't know about any dips or potholes. This damage caused me to miss two days of work and paying for rides the other three days which was a huge inconvenience. I'm only asking to be repayed for the repairs on my vehicle.

MAY 03 2016

cm

# DIAGRAMS



## **PLEASE READ — IMPORTANT!**

**Your claim must be filed within 6 months of the incident (Government code 911.2)**

**Your claim will be forwarded to the City's Risk Manager for investigation. Following that, your claim will be either settled or denied. You will be notified by mail.**

**If your claim is denied, you will have 6 months from date of denial to initiate an action against the city (Government code 945.6) Our hope is that you will be treated fairly. If you have any questions please call.**

# MEDINA AUTO REPAIR

27431 HWY 33 Unit #8  
Newman Ca 95360  
phn:2098624272/  
cell:2094991936

**Bill To:**

KAMISHA LYLES  
817/3523

# Invoice

Number: 7266

Date: April 30, 2016

MAY 03 2016

**Ship To:**

MAKE AND MODEL	YEAR	PLATE NUMBER	ODEMETER
BMW 745 LI	2003	6HMM938	

Date	Description	Hours	Rate	Tax	Amount
	USE SUBFRAM	1.00	300.00	✓	300.00
	LABOR REMOVE AND REPLACE SUBFRAME	8.00	65.00		520.00

2003 BMW WBAGN63403DR16835

<b>Sub-Total</b>	<b>\$820.00</b>
State Tax 7.75% on 300.00	23.25
<b>Total</b>	<b>\$843.25</b>

I hereby authorize the repairs to my vehicle to be accomplished with the parts and labor necessary to complete the repair. All employees have my permission to drive and test the vehicle. A mechanics hereby acknowledged on this vehicle to insure payment of repairs. You are entitled to a written estimate. we are not responsible for anything stolen, damaged, or lost items in your car. no somos responsables de las cosas robadas, danadas, o perdidas en su car. Gracias!!

**Thanks for doing business with Medina Auto Repair!**

X \_\_\_\_\_

HEIDI'S AUTO REPAIR  
915 YOLO ST  
HELIAN, CA. 95360  
209 862 4272

HEIDI'S AUTO REPAIR  
915 YOLO ST  
HELIAN, CA. 95360  
209 862 4272

### Sale

### Phone Order

XXXXXXXXXXXX4263  
MASTERCARD

XXXXXXXXXXXX5693  
VISA

Entry Method: Swiped

Entry Method: Manual

Total: \$

300.00

Total: \$

475.00

04/30/16

14:14:03

Inv #: 00000002

Appr Code: 001919

Apprvd: Online

04/30/16

14:16:11

Inv #: 00000003

Appr Code: 101562

Apprvd: Online

AVS Code: ZIP MATCH Z

CVV2 Code: MATCH N

Customer Copy

THANK YOU!

Customer Copy

THANK YOU!

MAY 03 2016

MAY 03 2016

SMC AUTO  
California  
6HMM938  
VALLEJO, CA



MAY 03 2016





MAY 03 2016

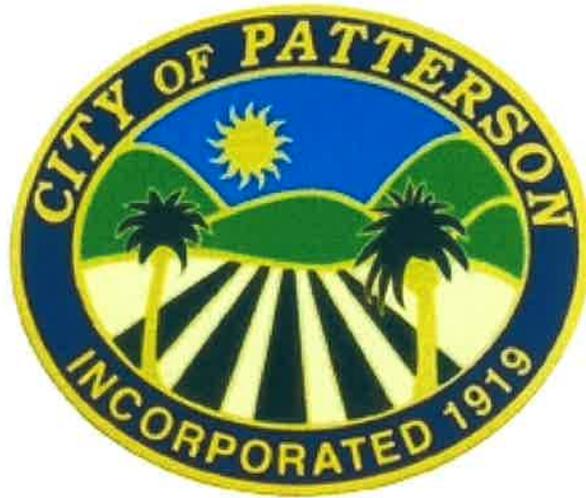


MAY 03 2016









## **6. PRESENTATIONS AND PUBLIC HEARINGS**



# CITY COUNCIL AGENDA REPORT

**TO:** Mayor Molina and Members of the Council

**FROM:** Ken Irwin, City Manager 

**BY:** Jeff Gregory, Interim Fire Chief

**MEETING DATE:** May 17, 2016

**ITEM NO:** 6.5

**SUBJECT:** Authorize Staff to abate Public Nuisance, by removing Weeds, Dirt, Rubbish, and/or Rank Growth pursuant to the provisions of Ordinance No. 243 and Ordinance No. 704, as defined in Chapter 6.16 of the Patterson Municipal Code - Property Maintenance; Authorize Staff to begin bid process (Resolution No. 2016-40) Clean Up Process.

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## **RECOMMENDATION**

Authorize Staff to abate Public Nuisance, by removing Weeds, Dirt, Rubbish, and/or Rank Growth as pursuant to the provisions of Ordinance No. 243 and Ordinance No.704, as defined in Chapter 6.16of the Patterson Municipal Code.

Authorize Staff to begin the bid process utilizing licensed contractors.

## **BACKGROUND**

The abatement of Weeds, Dirt, Rubbish and/or Rank Growth is a process the City of Patterson Fire Department conducts annually, per Ordinance, in an effort to reduce the aforementioned which may endanger or injure, or be detrimental to, or which cause substantial diminution in the value of neighboring property or endanger or injure the welfare of the residents in the vicinity of such property, or which may become a fire hazard.

This process is conducted year-round, with greater emphasis placed on abating such nuisances between May and October, where hotter, dryer conditions create a greater potential for ignition of combustible materials.

## **ANALYSIS**

Notice has been issued to the addresses listed (see Exhibit "A") in accordance with the City Of Patterson Municipal Code, Chapter 6.16.050, which states:

### **6.16.050 Service of notice.**

Such notices shall be given in the manner set forth in this section:

- A. The director, or such other official as may be designated by the city council, shall cause a notice or notices to be mailed by United States mail, to the owner of the subject property as shown upon any city record, or upon the last equalized assessment roll or at his last known address, whichever he shall determine to be the best means of serving notice upon the actual owner. Additionally, if the subject property address and the subject property owner's address are different, the director or other designated official shall cause a notice or notices to be mailed by United States mail to the property address. The failure of the owner to receive such notice shall not affect the power of the city or of its officers or employees to proceed as provided in this chapter.
- B. Such notice shall be mailed not less than ten days prior to the date set for a hearing upon objections as provided in Section 6.16.060 of this chapter. (Ord. 704 § 1 (part), 2008: Ord. 243 § 5, 1974).

A revised list will be provided at the City Council Meeting.

Staff is requesting approval from the City Council for the abatement. Once approved, Staff will obtain bids from licensed contractors for the removal and proceed with award of the contract to the lowest responsible bidder and bill costs occurred to the property owners.

## **FISCAL IMPACT**

The recommended action would not directly result in an impact to the City's funds, with the exception of staff time spent on surveying the properties. All costs incurred will be recouped by the City as per the Patterson Municipal Code, Chapter 6.16.190; Assessment of costs against property-Lien.



1 seconded by \_\_\_\_\_, and the resolution adopted by the following roll call vote:

2 AYES:

3 NOES:

4 EXCUSED:

5

6

APPROVED:

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\_\_\_\_\_

9

Luis I. Molina, Mayor, City of Patterson

10 ATTEST:

11

12

\_\_\_\_\_

13 Maricela L. Vela, City Clerk, City of Patterson

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18 I hereby certify that the foregoing is a full, correct, and true copy of a resolution passed by the  
19 City Council of the City of Patterson, a Municipal Corporation of the County of Stanislaus, State of  
20 California, at a regular meeting held on the 17th day of May, 2016, and I further certify that said  
21 resolution is in full force and effect and has never been rescinded or modified.

22 DATE:

23

24

\_\_\_\_\_

City Clerk of the City of Patterson

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**Exhibit A**  
**May 17, 2016**

	APN	Street Address		APN	Street Address
1	021-043-004	712 Roadrunner Drive	13	047-045-004	518 Morning Glory Drive
2	021-048-050	1325 Cougar Creek Drive	14	047-045-007	506 Morning Glory Drive
3	021-050-025	536 Placer Creek Drive	15	047-045-032	513 Hannah Drive
4	021-053-035	1342 Snake Creek Drive	16	047-048-012	517 Hammon Court
5	021-053-073	1371 Snake Creek Drive	17	047-049-001	249 Weber Avenue
6	021-067-018	427 Meadow Creek Drive	18	047-049-002	245 Weber Avenue
7	021-078-028	197 Fall Avenue	19	047-049-003	217 Weber Avenue
8	047-019-023	105 Sunset Court	20	048-045-033	548 Moray Way
9	047-031-013	625 Sycamore Avenue	21	048-054-044	0 E Las Palmas Avenue
10	047-034-034	240 Weber Avenue	22	131-007-009	329 S. 2nd Street
11	047-034-035	0 Weber Avenue	23	131-019-048	125 S. 6th Street
12	047-039-005	535 Lola Lane Patterson			

**Property Address:** 712 Roadrunner Dr., Patterson, CA 95363

**A.P.N:** 021-048-050

**Date Notified:** 5/4/16

**Violation:** Remove Tall Grass, Weeds, and any Debris from Property



**Property Address:** 1325 Cougar Creek Dr., Patterson, CA 95363  
**A.P.N:** 021-048-050  
**Date Notified:** 5/4/16  
**Violation:** Remove Tall Grass, Weeds, and any Debris from Property



**Property Address:** 536 Placer Creek Dr., Patterson, CA 95363  
**A.P.N:** 021-050-025  
**Date Notified:** 5/4/16  
**Violation:** Remove Tall Grass, Weeds, and any Debris from Property



**Property Address:** 1342 Snake Creek Dr., Patterson, CA 95363  
**A.P.N:** 021-053-035  
**Date Notified:** 5/4/16  
**Violation:** Remove Tall Grass, Weeds, and any Debris from Property



**Property Address:** 1371 Snake Creek Dr., Patterson, CA 95363  
**A.P.N:** 021-053-073  
**Date Notified:** 5/4/16  
**Violation:** Remove Tall Grass, Weeds, and any Debris from Property



Property Address: 1371 Snake Creek Dr., Patterson, CA 95363

A.P.N: 021-053-073



**Property Address:** 427 Meadow Creek Dr., Patterson, CA 95363  
**A.P.N:** 021-067-018  
**Date Notified:** 5/4/16  
**Violation:** Remove Tall Grass, Weeds, and any Debris from Property



**Property Address:** 197 Fall Ave., Patterson, CA 95363  
**A.P.N:** 021-078-028  
**Date Notified:** 5/4/16  
**Violation:** Remove Tall Grass, Weeds, and any Debris from Property



**Property Address:** 105 Sunset Ct., Patterson, CA 95363

**A.P.N:** 047-019-023

**Date Notified:** 5/5/16

**Violation:** Remove Tall Grass, Weeds, and any Debris from Property



**Property Address:** 625 Sycamore Ave., Patterson, CA 95363

**A.P.N:** 047-031-013

**Date Notified:** 5/4/16

**Violation:** Remove Tall Grass, Weeds, and any Debris from Property



**Property Address:** 427 Meadow Creek Dr., Patterson, CA 95363  
**A.P.N:** 047-034-034  
**Date Notified:** 5/4/16  
**Violation:** Remove Tall Grass, Weeds, and any Debris from Property



**Property Address:** 0 Weber Ave., Patterson, CA 95363  
**A.P.N:** 047-034-035  
**Date Notified:** 5/4/16  
**Violation:** Remove Tall Grass, Weeds, and any Debris from Property



**Property Address:** 535 Lola Ln., Patterson, CA 95363

**A.P.N:** 047-039-005

**Date Notified:** 5/4/16

**Violation:** Remove Tall Grass, Weeds, and any Debris from Property



**Property Address:** 518 Morning Glory Dr., Patterson, CA 95363

**A.P.N:** 047-045-004

**Date Notified:** 5/4/16

**Violation:** Remove Tall Grass, Weeds, and any Debris from Property



**Property Address:** 506 Morning Glory Dr., Patterson, CA 95363  
**A.P.N:** 047-045-007  
**Date Notified:** 5/4/16  
**Violation:** Remove Tall Grass, Weeds, and any Debris from Property



**Property Address:** 513 Hannah Dr., Patterson, CA 95363  
**A.P.N:** 047-045-032  
**Date Notified:** 5/4/16  
**Violation:** Remove Tall Grass, Weeds, and any Debris from Property



**Property Address:** 513 Hannah Dr., Patterson, CA 95363

**A.P.N:** 047-045-032



**Property Address:** 517 Hammon Ct., Patterson, CA 95363

**A.P.N:** 047-048-012

**Date Notified:** 5/4/16

**Violation:** Remove Tall Grass, Weeds, and any Debris from Property



**Property Address:** 517 Hammon Ct., Patterson, CA 95363

**A.P.N:** 047-048-012



**Property Address:** 249 Weber Ave., Patterson, CA 95363

**A.P.N:** 048-049-001

**Date Notified:** 5/4/16

**Violation:** Remove Tall Grass, Weeds, and any Debris from Property



**Property Address:** 249 Weber Ave., Patterson, CA 95363  
**A.P.N:** 048-049-001



**Property Address:** 245 Weber Ave., Patterson, CA 95363  
**A.P.N:** 048-049-002  
**Date Notified:** 5/4/16  
**Violation:** Remove Tall Grass, Weeds, and any Debris from Property



**Property Address:** 217 Weber Ave., Patterson, CA 95363

**A.P.N:** 048-049-003

**Date Notified:** 5/4/16

**Violation:** Remove Tall Grass, Weeds, and any Debris from Property



**Property Address:** 548 Moray Way, Patterson, CA 95363

**A.P.N:** 048-045-033

**Date Notified:** 5/5/16

**Violation:** Remove Tall Grass, Weeds, and any Debris from Property



**Property Address:** 548 Moray Way, Patterson, CA 95363  
**A.P.N:** 048-045-033



**Property Address:** 0 Las Palmas Ave., Patterson, CA 95363  
**A.P.N:** 048-054-044  
**Date Notified:** 5/4/16  
**Violation:** Remove Tall Grass, Weeds, and any Debris from Property



**Property Address:** 329 S. 2<sup>nd</sup> St., Patterson, CA 95363

**A.P.N:** 131-007-009

**Date Notified:** 5/4/16

**Violation:** Remove Tall Grass, Weeds, and any Debris from Property



**Property Address:** 125 S. 6th St., Patterson, CA 95363

**A.P.N:** 131-019-048

**Date Notified:** 5/4/16

**Violation:** Remove Tall Grass, Weeds, and any Debris from Property





# City of Patterson Fire Department

344 West Las Palmas Avenue  
Patterson, California 95363  
(209) 895-8130

## NOTICE TO ABATE PUBLIC NUISANCE

May 5, 2016

**Property Owner(s):** Occupant  
548 Moray Way  
Patterson CA 95363

**Violation Address:** 548 Moray Way Patterson CA 95363

**Assessor's Parcel Number:** 048-045-033

A visual inspection of your property was made and as a result of said inspection, the property has been identified as having overgrown weeds, rubbish, dirt and rank growth and other nuisances as defined in Patterson Municipal Code § 6.16.020. Property owners, agents or tenants have the responsibility to maintain properties under their control in compliance with Local and State Ordinances.

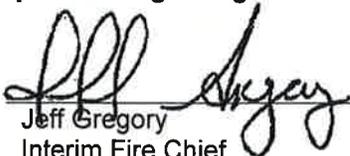
*Therefore, notice is hereby given that:*

*Pursuant to the provisions of Ordinance No. 243 and Ordinance No. 704 of the City of Patterson, all weeds, rubbish, dirt and rank growth and other nuisances as defined in Patterson Municipal Code § 6.16.020 of said Ordinance, growing or existing on private property on this street or in any street or alley abutting any such property constitute a public nuisance which must be abated by the destruction or removal thereof.*

*All persons owning, managing or having control or charge or occupancy of any such private property shall, without delay, destroy or remove all such weeds, rubbish, dirt and/or rank growth from their property and from their half of the abutting street and alley between the lot lines, as extended, or such weeds, rubbish, dirt and/or rank growth will be destroyed or removed and such nuisance abated by city authorities, in which case the cost of destruction or removal will be assessed upon the lots and lands, from, or on which, or abutting the streets and alleys from, or on which, such nuisance was abated, and such costs will constitute a lien upon the lots or parcels until paid and will be collected on the next tax roll upon which municipal taxes are collected.*

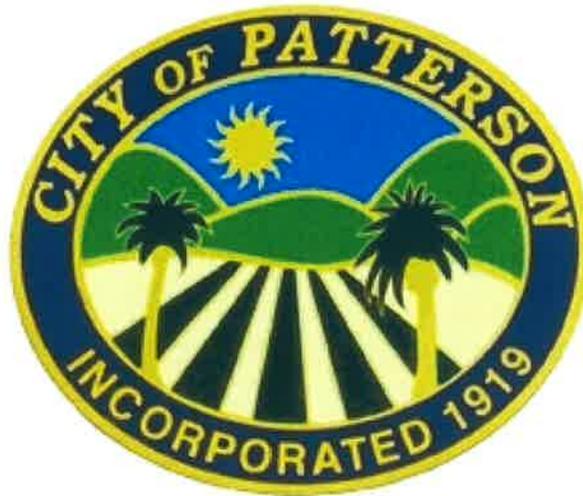
*All property owners having objections to the proposed abatement of the nuisance are hereby notified to attend a meeting of the City Council of the City of Patterson to be held on **May 17, 2016 @ 7 pm** or as soon as possible thereafter, at which time and place all objections will be heard and given due consideration.*

**Please remove any and all overgrown weeds or vegetation, rubbish, dirt and or rank growth from the property before May 17, 2016. Failure to do so will result in City Council considering your property for abatement by private contractor. Any fees incurred will be billed to the property owner or a lien will be placed on the property. If you have any question regarding this matter, please call (209) 895-8130.**

  
\_\_\_\_\_  
Jeff Gregory  
Interim Fire Chief  
Patterson Fire Department

NOTICE DATE: 5/5/2016  
(ORD. 704 1(part), 2008: ORD. 243 4, 1974)

CC: File, Property Owner(s), Resident(s) (if different than property owner)



## **7. CITY STAFF REPORTS**



# CITY COUNCIL AGENDA REPORT

**TO:** Mayor Molina and Members of the City Council

**FROM:** Ken Irwin, City Manager *KI*

**BY:** Mike Willett, Director of Public Works *MW*

**MEETING DATE:** May 17, 2016

**ITEM NO:** 7.1

**SUBJECT:** Accept Bid from City of Patterson, Department of Public Works, Parks Division, to begin mowing services for all parks, medians, and easement turf areas in the amount of \$1,017,255.45 and approve budget adjustment of \$52,712.63 in preparation of work starting July 1, 2016.

---

## **RECOMMENDATION**

Accept Bid from City of Patterson, Department of Public Works, Parks Division, to begin mowing services for all parks, medians, and easement turf areas in the amount of \$1,017,255.45 and approve budget adjustment of \$52,712.63 in preparation of work starting July 1, 2016.

## **BACKGROUND**

The City currently has 4,521,135.40 square feet of turf located in neighborhood parks, sports fields, storm basins, and medians/easements. In 2011 the City Council awarded Grover Landscaping Services Inc. a five year contract for mowing services. The current agreement is set to expire on June 30, 2016. City staff prepared a Mowing Services Request For Proposals (RFP) package and issued the RFP on March 3, 2016. Staff received two responses from vendors and the Public Works Department Parks Division prepared a bid proposal as well.

The sealed bid opening for the 2016-2021 Service Contract was held on March 31, 2016 at 10:00 am. The bid was based on mowing the total square footage of all turf at the parks, sports fields, basins, medians and easements. The bid included 45 annual mows in all areas with the exception of General Fund and Heartland Ranch parks which were bid based on 26 annual mows. The T.W. Patterson Sports Complex requires additional mows due to sports activities and require an additional 22 mows based on the sports schedule.

<b>Bidder</b>	<b>Bid (Annual)</b>	<b>Bid (Five Year Total)</b>
City of Patterson	\$203,451.09	\$1,017,255.45
Grover Landscape	\$214,871.48	\$1,074,357.40
New Image Landscape	\$222,825.60	\$1,114,128.00

The lowest bidder is the City of Patterson, Public Works Department, Parks Division, with a bid totaling \$203,451.09 annually.

The Public Works Departments bid is significantly lower, and includes start-up costs for equipment as well as salary and benefits for four new employees. Two full-time employees and two part-time employees will be responsible for completing all mowing and other tasks as required by the contract. Day-to-day operational and maintenance costs were also factors included in the bid.

In addition to providing the most economical costs for the five year contract period, bringing the mowing contract in-house provides additional growth opportunities for existing employees and helps the organization become more self-sustaining, with less reliance on outside contractors. Another important benefit is that during rain events or other not mowing days, the mowing crew is available to perform other maintenance on shade structures, playgrounds, or perform flood control activities.

### **FISCAL IMPACT**

The cost of this proposal is \$203,451.09 annually for a five year total of \$1,017,255.45. The source of funding for this item is obtained from Landscape Maintenance Districts (LMDs) and General Fund (Parks Division). The allocation of costs to each fund is based on the square footage of the parks listed in each account. The LMD's will fund \$156,657 annually and the Parks Division (General Fund) \$46,794 annually. With approval of this item, staff is also requesting that the Council authorize a budget adjustment of \$52,712.63 to allow for the immediate purchase of the equipment necessary for implementing the contract. Also the hiring of staff starting in June so they can be brought on-board and trained prior to the July 1<sup>st</sup> start date. One time equipment purchases of \$38,607.40 and one month of salary and benefits of \$14,105.23 for the 4 positions to be hired, for a total budget adjustment of \$52,712.63. 77% or \$40,588.73 allocated to LMDs (Fund 175-xxx) and 23% or \$12,123.90 allocated to Parks (Fund 100-710).



## CITY COUNCIL AGENDA REPORT

**TO:** Mayor Molina and Members of the City Council

**FROM:** Ken Irwin, City Manager 

**BY:** Juliene Flanders, Recreation Director

**MEETING DATE:** May 17, 2016

**ITEM NO:** 7.2 a.

**SUBJECT:** Approve entering into a contract along with the Patterson Joint Unified School District (PJUSD) for Crossing Guard Services, provided by All City Management Services, Inc. (ACMS) (Resolution No. 2016-39)

---

### **RECOMMENDATION**

Staff recommends that the City Council approve to allow the City along with the PJUSD, to enter into a contract agreement for outside crossing guard services with ACMS beginning with the 2016-17 school year.

### **BACKGROUND**

The City of Patterson historically has provided and supervised crossing guard services on streets located in close proximity to schools, operated by the PJUSD. Crossing guards have been located near elementary schools as children of this age are anticipated to need the assistance of a crossing guard. Through the years there have been requests for additional crossing guard locations and currently there are 12 manned crossing locations in Patterson.

### **ANALYSIS**

The City of Patterson staff performed an analysis of the costs and problems encountered with the operation of the crossing guard program. It was determined that it would be more cost effective, practical and efficient to operate the program through a vendor (All City Management Services, Inc.), rather than through the City of Patterson as part time employees. For example, the vendor solely coordinates the recruitment, selection of staff, required background checks, staff training,

payroll and payment of employees, coordination of back up or substitute employee and all supervisory details of the program.

The crossing guard program runs 10 months out of the year, with a portion of the time spent on staff recruitment, background checks, employment orientation and training. 40% of a recreation coordinator's time is devoted to the supervision and management of the crossing guard program. The current program is budgeted at a cost of Salaries, \$84,307; supplies \$3,000 with a total program cost of \$87,307. Cost for the program will continue to increase due to the minimum wage adjustments that need to be made annually. The program costs are divided between the City of Patterson and the PJUSD. This program is very demanding as it provides staff supervision of 12 crossing locations, twice daily for the school year. Due to limited hours and salary, there has been a large amount of turnover in staffing.

The PJUSD Board of Trustees reviewed the request to enter into a contract agreement for outside crossing guard services with ACMS beginning with the 2016-17 school year, and voted in agreement at their May 2, 2016 meeting. It is the recommendation by staff that contracting out the crossing guard services to a specialized vendor would be a benefit to the City of Patterson

### **FISCAL IMPACT**

As stated in the attached MOU with the PJUSD and the Contract agreement with SCMS; (see attached MOU and Contract Agreement)

The City of Patterson and the Patterson Unified School District would agree to equally share the overall cost of the crossing guard program. And the City of Patterson and the Patterson Unified School District would agree to contract services for the Crossing Guard program to All City Management Services Inc, to provide all labor, equipment, supplies, and training, to become effective for the 2016-2017 school years.

The cost would Not Exceed \$124,886 for the contract year 2016 -2017  
\$130,221 for the contract year 2017-2018.

RESOLUTION NO. 2016-39

A RESOLUTION OF THE CITY COUNCIL OF THE CITY OF PATTERSON, AMENDING THE ADOPTED AGREEMENT WITH THE PATTERSON UNIFIED SCHOOL DISTRICT TO PROVIDE APPROPRIATIONS FOR THE CROSSING GUARD PROGRAM

WHEREAS, the City Council of the City of Patterson ("City") has agreed to enter into an agreement with the Patterson School District to provide crossing guards; and

WHEREAS, the City of Patterson and the Patterson Unified School District have agreed to equally share the overall cost of the crossing guard program ; and

WHEREAS, the City of Patterson and the Patterson Unified School District have agreed to contract services for the Crossing Guard program to All City Management Services Inc., to provide all labor, equipment, supplies, training, to become effective for the 2016-2017 school year; and

WHEREAS, the adopted fiscal year budget for the contractual services would Not Exceed \$124,886 for the contract year (16/17 school year); and

WHEREAS, If additional crossing guard locations are needed within the time period, both the City of Patterson and the Patterson Unified School District must agree to the additional program cost, and agree to share the cost equally.

NOW THEREFORE, BE IT RESOLVED by the Council of the City of Patterson that the following amendments be made to the Resolution as follows:

1. The amount not to exceed \$124,886, be shared equally between the Patterson Unified School District and the City of Patterson for the contract services of managing the crossing guard program.
2. The amount of \$124,886 be appropriated in the account number 100-600-6240 in General Contract Services – Recreation Administration.
3. The amount of \$62,443 be estimated as revenue in account number 100-000-5286 Crossing Guard Reimbursement.

The foregoing resolution was introduced at a regular meeting of the City Council of the City of Patterson held on the 17th day of May 2016 by \_\_\_\_\_, who moved its adoption, which motion was duly seconded by \_\_\_\_\_, and it was upon roll call carried and the resolution adopted by the following roll call vote:

AYES:

NOES:

EXCUSED:

APPROVED:

---

Luis I. Molina, Mayor  
City of Patterson

ATTEST:

---

Maricela L. Vela, City Clerk  
City of Patterson

I hereby certify that the foregoing is a full, correct and true copy of a resolution passed by the City Council of the City of Patterson, a Municipal Corporation of the County of Stanislaus, State of California, at a regular meeting held on the 17th day of May 2016, and I further certify that said resolution is in full force and effect and has never been rescinded or modified.

DATED:

---

City Clerk of the City of Patterson

**CONSULTANT AGREEMENT  
CITY OF PATTERSON  
AND  
ALL CITY MANAGEMENT SERVICES, INC.**

This Agreement is made and entered into this (April 14, 2016), by and between the CITY OF PATTERSON (CITY) and ALL CITY MANAGEMENT SERVICES, INC.

**WITNESETH:**

CITY desires to retain the services of CONSULTANT regarding services for the project of Crossing Guard Services.

CONSULTANT desires to perform the services requested by CITY regarding the PROJECT on the terms and conditions set forth below.

**NOW, THEREFORE**, the parties agree as follows:

1. Description of Work

CONSULTANT shall perform the work set forth in (ATTACHMENT 1), attached hereto and made a part hereof.

CONSULTANT shall provide all labor, equipment, material and supplies required or necessary to properly, competently and completely perform the work or render the services under this Agreement. CONSULTANT shall determine the method, details and means of doing the work or rendering the services.

2. Compensation

Compensation shall be on a time-and-expense basis, based on the work and fee schedule described in (ATTACHEMENT 2) with a "Not to Exceed" cost of \$124,886 for contract year 1 (2016/17 school year). Contract year 2 (2017/18 school year) shall have a "Not to Exceed" cost of \$130,221. Contractor may request a price increase due to legislatively mandated increases in wages or benefits to California employees during the contract term. Contractor shall provide 60 days-notice and justification of its request. The City agrees to review and respond to said notice within 30 days of service.

3. Term and Time For Completion

This Agreement shall become effective on the date first hereinabove written. Service to begin no later than the start of the Fall School Year, 2016 and will continue in effect until the

services provided herein have been completed.

4. Payment For Services

CONSULTANT shall submit to CITY monthly itemized bills for the services rendered. If the work is satisfactorily completed, CITY shall pay such bill within thirty (30) days of its receipt. Should CITY dispute any portion of any bill, CITY shall pay the undisputed portion within the time stated above, and at same time advise CONSULTANT in writing of the disputed portion.

5. Compliance With Laws

CONSULTANT agrees that it shall conduct its work and perform its services in compliance with all laws and regulations of STANISLAUS County, California, and any officer, department or CITY thereof, as well as other laws and regulations as may be applicable thereto.

6. General Insurance

CONSULTANT shall, at its expense, maintain in effect at all times during the duration of this Agreement not less than the following coverage and limits of insurances:

- A. Workers Compensation CONSULTANT shall carry such insurance as will protect CITY and CONSULTANT from claims under Worker's Compensation and Employers' Liability Acts; such insurance to be maintained as to the type and amount in strict compliance with State statutes. This insurance shall also waive all right to subrogation against CITY, its employees, directors, officers and agents.
- B. General Liability. CONSULTANT shall obtain and keep in full force and effect general liability insurance including provisions for contractual liability, personal injury, independent consultants and broad form property damage coverages. This insurance shall be on a comprehensive occurrence basis form with a standard cross liability clause or endorsement. The limit for this insurance shall be no less than \$2,000,000 per occurrence for bodily injury, personal injury and property damage. If commercial General Liability Insurance or other form with a general aggregate limit is used, either the general aggregate limit shall apply separately to

this project/location or the general aggregate limit shall be twice the required occurrence limit.

- C. Automobile Liability. CONSULTANT shall maintain automobile liability insurance with coverage for any vehicle including those owned, leased, rented or borrowed. The limit amount for this insurance shall be no less than \$1,000,000 per occurrence combined single limit for bodily injury and property damage.
- D. Certificates of Insurance. Promptly upon execution of this Agreement and prior to commencement of any work, CONSULTANT shall provide CITY with certificates of insurance evidencing that all insurance and/or endorsements required by this Agreement have been obtained and are in full force and effect. Approval of the insurance by CITY shall not relieve or decrease any liability of CONSULTANT. In addition, in the event any change is made in the insurance carrier, policies or nature of coverage required under this Agreement, CONSULTANT shall notify CITY prior to making such changes.

7. Indemnification and Hold Harmless

CONSULTANT shall protect, indemnify, hold harmless and defend CITY, its directors, officers, employees and agents, from any and all claims, fines, demands, costs, expenses (including but not limited to attorney's fees and costs of litigation or arbitration), liability, losses, penalties, causes of action, awards, suits or judgments for damages (hereinafter collectively referred to as "Claims") arising out of the breach of this Agreement in whole or in part related to the negligence, recklessness, or willful misconduct of the CONSULTANT, its employees, agents or consultants, or the agent, employee or consultant of any one of them in the performance of their duties or in their operations under this Agreement, but not including the sole or active negligence or the willful misconduct of CITY.

Neither termination of this Agreement nor completion of the acts to be performed under this Agreement shall release CONSULTANT from its obligations to indemnify as to any claims so long as the event upon which such Claims is predicated shall have occurred prior to the effective date of any such termination or completion and arose out of or was in any way

connected with performance or operations under this Agreement by CONSULTANT, its employees, agents or consultants, or the employee, agent or consultant of any one of them.

Submission of insurance certificates or other proof of compliance with the insurance requirements in this Agreement does not relieve CONSULTANT from liability under this indemnification and hold harmless clause. The obligation of this indemnity article shall apply whether or not such insurance policies shall have been determined to be applicable to any of such damages or claims for damages.

8. Termination

This Agreement may be terminated at any time and for any reason by CITY upon thirty (30) days' advance written notice. In the event of such termination, CONSULTANT is to be fairly compensated for all work performed to the date of termination as calculated by CITY based on Paragraph 2 hereof, provided that such compensation shall not in any case exceed the maximum sum set forth in Paragraph 2 hereof. Compensation under this paragraph shall not include costs related to lost profit associated with the expected completion of the work or other such payments relating to the benefit of the bargain.

9. Attorney's Fees

In the event that any arbitration, litigation or other action or proceeding of any nature between CITY and CONSULTANT becomes necessary to enforce or interpret all or any portion of this Agreement or because of an alleged breach by either party of any of the terms hereof, it is mutually agreed that the losing or defaulting party shall pay the prevailing party's reasonable attorney's fees, costs and expenses incurred in connection with the prosecution or defense of such action or proceeding.

10. Entire Agreement

This writing constitutes the entire Agreement between the parties relative to the services specified herein, and no modifications hereof shall be effective unless and until such modification is evidenced by a writing signed by both parties to this Agreement. There are no understandings, agreements, conditions, representations, warranties or promises with respect to the subject matter of this Agreement except those contained in or referred to in this writing.

11. Independent CONSULTANT

It is expressly understood and agreed by the parties hereto that CONSULTANT's relationship to CITY is that of an independent consultant. All persons hired by CONSULTANT and performing the work shall be consultant's employees or agents. CITY shall not be obligated in any way to pay any wages or other claims by any such employees or agents or any other person by reason of this Agreement. CONSULTANT shall be solely liable to such employees and agents for losses, costs, damage of injuries by said employees or agents during the course of the work.

12. Successors and Assignment

This Agreement shall be binding on the heirs, successors, executors, administrators and assigns of the parties; however, CONSULTANT agrees that it will not assign, transfer, convey or otherwise dispose of this Agreement or any part thereof, or its rights, title or interest therein, or its power to execute the same without the prior written consent of CITY.

13. Severability

If any provision of this Agreement is held to be unenforceable, the remainder of this Agreement shall be severable and not affected thereby.

14. Waiver of Rights

Any waiver at any time by either party hereto of its rights with respect to a breach or default, or any other matter arising in connection with this Agreement, shall not be deemed to be a waiver with respect to any other breach, default or matter.

15. Remedies Not Exclusive

The use by either party of any remedy specified herein for the enforcement of this Agreement is not exclusive and shall not deprive the party using such remedy of, or limit the application of any remedy provided by law.

16. Notices

All notices, statements, reports, approvals or requests or other communications that are required either expressly or by implication to be given by either party to the other under this Agreement shall be in writing and signed for each party by such officers as each may, from time

to time, authorize in writing to so act. All such notices shall be deemed to have been received on the date of delivery if delivered personally or three (3) days after mailing if enclosed in a properly addressed and stamped envelope and deposited in the U.S. post office for delivery. Unless and until formally notified otherwise, all notices shall be addressed to the parties at their address listed below:

CITY: 1 PLAZA, PO BOX 667  
PATTERSON, CA 95363

CONSULTANT: 10440 Pioneer Blvd. Suite 5  
Santa Fe Springs, CA 90670

17. Sub-Consultants

No subcontract shall be awarded or an outside consultant engaged by CONSULTANT unless prior written approval is obtained from CITY.

IN WITNESS WHEREOF the parties execute this Agreement on the day and year first hereinabove written.

**CITY OF PATTERSON**

By: \_\_\_\_\_

Name: Ken Irwin

Title: City Manager

**ALL CITY MANAGEMENT SERVICES, INC.**

By:  \_\_\_\_\_

Name: Demetra Farwell

Title: Corporate Secretay \_\_\_\_\_

**ATTEST**

By: \_\_\_\_\_

Name: Maricela Vela

Title: City Clerk

PROPOSAL #

Dated \_\_\_\_\_, 2016

## **City of Patterson Attachment 1**

### **ACMS Scope of Services**

1. The Consultant will provide personnel equipped and trained in appropriate procedures for crossing pedestrians in marked crosswalks. Such personnel shall be herein referred to as a Crossing Guard. The Consultant is an independent Consultant and the Crossing Guards to be furnished by it shall at all times be its employees and not those of the City.
2. The Consultant shall provide supervisory personnel to see that Crossing Guard activities are taking place at the required place and times, and in accordance with all items of this agreement.
3. The Consultant shall maintain adequate reserve personnel to be able to furnish alternate Crossing Guards in the event that any person fails to report for work at the assigned time and location and agrees to provide immediate replacement.
4. The Consultant shall provide personnel properly trained as herein specified for the performance of duties of Crossing Guards. In the performance of their duties the Consultant and employees of the Consultant shall conduct themselves in accordance with the conditions of this Agreement and the laws and codes of the State of California pertaining to general pedestrian safety and school crossing areas.
5. Crossing Guard Services shall be provided by the Consultant at the designated locations, identified by the City, and at the designated hours on all days on which designated schools in the City of Patterson are in session.
6. The Consultant shall provide all Crossing Guards with apparel by which they are readily visible and easily recognized as Crossing Guards. Such apparel shall be uniform for all persons performing the duties of Crossing Guards and shall be worn at all times while performing said duties. The apparel must be appropriate for weather conditions. The Consultant shall also provide all Crossing Guards with hand held Stop Signs and appropriate safety vest.



## ALL CITY MANAGEMENT SERVICES

### Attachment 2

#### Proposed Hourly Rate

As a full service contractor, the hourly rate quoted is a fully loaded rate, meaning all of our costs are included in the proposed hourly billing rate. This would include but be not limited to; recruitment, background clearance, training, equipment, insurance, supervision and management of the City of Patterson Crossing Guard Program.

**Proposed Hourly Rate:** Seventeen dollars and Seventy-nine cents (**\$17.79**) per hour, per guard. This pricing is based upon 13 crossing guards compensated an average of 3.0 hours per day for 180 school days annually. Local field supervision and substitute guards are also included in the rate, as are all other costs except as noted below. Based upon 7,020 hours annually we project a **Not to Exceed price of \$124,886** for contract year one. Contract year two shall be billed at a rate of **\$18.55** per hour, per guard. Based upon 7,020 hours, we project a **Not to Exceed price of \$130,221** for contract year two.

Invoices for services are mailed every two weeks. Included with each invoice is a Work Summary, which details each site, each day and the hours worked at that site. **Patterson** would only be billed for Crossing Guard services rendered on designated "school days" unless otherwise requested by the City.

The hourly rate does not include additional safety equipment, crosswalk delineators, cones or safety devices. If the City should desire any such additional equipment the additional cost would be billed to the City.

#### ACMS Contact Information

Business Address: 10440 Pioneer Blvd, Suite 5 Santa Fe Springs, CA 90670

Phone numbers: 310.202.8284 or 800.540.9290

Fax number: 310.202.8325

Website address: [www.thecrossingguardcompany.com](http://www.thecrossingguardcompany.com)

24 Hour Emergency Dispatch: 877.363.2267

General Manager cellular number: 310.877.7336

Email address: [baron@thecrossingguardcompany.com](mailto:baron@thecrossingguardcompany.com)

General Manager: Baron Farwell

Director of Operations: Patricia Pohl: [pat@thecrossingguardcompany.com](mailto:pat@thecrossingguardcompany.com)

Director of Marketing: Harlan Sims: [harlan@thecrossingguardcompany.com](mailto:harlan@thecrossingguardcompany.com)

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**RESOLUTION NO. 2005-09**

**A RESOLUTION OF THE CITY COUNCIL OF THE CITY OF PATTERSON,  
ADOPTING AN HOURLY RATE OF \$10.00 FOR CROSSING GUARDS AND AN HOURLY  
RATE OF \$10.25 FOR THE CROSSING GUARD PROGRAM ASSISTANT**

**WHEREAS,** The recruitment and retention of crossing guards has become very difficult, in part due to unattractive hours and the current rate of pay of \$7.00 per hour. One crossing guard position is allotted a \$.25 cent per hour differential for assisting police staff in additional duties regarding equipment and related activities. During the past several months I have placed numerous classified ads for the recruitment of crossing guards with very little response. Due to this we have to operate with unfilled positions; and

**WHEREAS,** The crossing guard staff has advised me that they believe that they should be paid an hourly rate similar to that of a school district yard-duty aid. I discussed this request with Patterson School District Superintendent who stated that he would support an hourly rate increase to \$10.00 per hour for the crossing guards, which would make their pay similar to that of yard-duty staff. The Superintendent believed that this may result in a positive impact upon our recruitment and retention efforts, and per the agreement with the City of Patterson he would support the School District absorbing one-half of the cost increase; and

**WHEREAS,** In discussing this matter further with City Manager of the City of Patterson, it was decided that we did not want the crossing guard program to fail if reasonable actions were available to prevent that from occurring, specifically by increasing the hourly rate of pay from \$7.00 per hour to \$10.00 per hour under the cost sharing agreement with the School District; and

**WHEREAS,** A review of other area city/school district crossing guard programs reveals a wide range of hourly rates ranging from a low of \$6.75 per hour to a high of \$10.42 per hour; and

**WHEREAS,** For the remainder of the current fiscal year, the cost involved in increasing the crossing guard pay from \$7.00 to \$10.00 per hour is approximately \$4,000.00 with the School District reimbursing the City for half of that increase; and

**WHEREAS,** the budget impact, due to vacancies existing in the crossing guard staff, the current crossing guard budget can absorb the hourly rate increase without a budget amendment.

**NOW THEREFORE BE IT RESOLVED,** that the City Council of the City of Patterson does hereby adopt this resolution, an hourly rate of \$10.00 for crossing guards and an hourly rate of \$10.25 for the crossing guard program assistant.

1 The foregoing resolution of the City Council of the City of Patterson was passed by the City  
2 Council at a regular meeting held on the 18<sup>th</sup> day of January 2005, by Councilmember Brown, who  
3 moved its adoption, which motion was duly seconded, and the resolution adopted by the following vote:

- 3 AYES: Councilmembers Gray, Brown, Campo, Cuellar and Mayor Keller
- 4 NOES: None
- 5 EXCUSED: None

6 APPROVED:



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9 David Keller, Mayor  
City of Patterson

10 ATTEST:



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12 Maricela L. Vela, City Clerk  
13 City of Patterson

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19 I hereby certify that the foregoing is a full, correct and true copy of a resolution passed by the  
20 City Council of the City of Patterson, a Municipal Corporation of the County of Stanislaus, State of  
21 California, at a regular meeting held on the 18<sup>th</sup> day of January 2005, and I further certify that said  
22 resolution is in full force and effect and has never been rescinded or modified.

23 DATED:

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\_\_\_\_\_  
City Clerk of the City of Patterson

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1 RESOLUTION NO. 96-78

2 A RESOLUTION AMENDING THE ADOPTED BUDGET OF THE  
3 CITY OF PATTERSON FY 1996/97 TO PROVIDE  
4 APPROPRIATIONS FOR THE CROSSING GUARD PROGRAM

5 WHEREAS, the City Council of the City of Patterson  
6 desires to enter into an agreement with School District to  
7 provide crossing guards; and

8 WHEREAS, City of Patterson and the School District have  
9 agreed to share the cost of the crossing guard program expected  
10 to cost approximately twelve thousand dollars for January 1, 1997  
11 through June 30, 1997; and

12 WHEREAS, the adopted fiscal year budget FY 1996-97 must  
13 be amended to provide financing for said crossing guard program.

14 NOW, THEREFORE, BE IT RESOLVED by the Council of the  
15 City of Patterson that the following amendments be made to the  
16 final budget of the City of Patterson for fiscal year 1996-97 as  
17 follows:  
18 follows:

- 19 follows:
- 20 1. The amount of \$12,000.00 be appropriated in  
21 account number GEN-CRO-600-110, salary part-time  
22 in the general fund, crossing guard department.
  - 23 2. The amount of \$ 6,000.00 be estimated as revenue  
24 in account number GEN-000-521-175, crossing guard  
25 reimbursement, schools, of the general fund.
  - 26 3. The amount of \$ 6,000.00 be transferred from the  
27 reserves of the general fund.

28 BE IT FURTHER RESOLVED that the Finance Director of the  
City of Patterson is here by authorized to make the appropriate

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adjustments in the final budget of the City of Patterson for  
fiscal year 1996-97 to complete said crossing guard financing.

The foregoing resolution was passed by the City Council  
at a regular meeting held on the 3rd day of December, 1996, by  
Councilmember Vento , who moved its adoption, which motion was  
duly seconded, and the resolution adopted by the following vote:

- AYES: Wright, Brown, Vento, Campo, Mayor Dodds
- NOES: None
- EXCUSED: None

APPROVED:



Richard Dodds, Mayor  
City of Patterson

ATTEST:



Maricela L Vela  
Acting City Clerk of the City of Patterson

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I hereby certify that the foregoing is full, correct, and true copy a resolution passed by the City Council of the City of Patterson, a Municipal Corporation of the County of Stanislaus, State of California, at a regular meeting held on the 3rd day of December, 1996, and I further certify that said resolution is in full force and effect and has never been rescinded or modified.

DATED:

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City Clerk of the City of Patterson

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**RESOLUTION NO. 2016-37**

**A RESOLUTION OF THE CITY COUNCIL OF THE CITY OF PATTERSON,  
AUTHORIZING THE CITY MANAGER TO EXECUTE RIGHT OF WAY  
CERTIFICATIONS AND CONSTRUCTION DOCUMENTS FOR WARD AVENUE AND  
W. LAS PALMAS AVENUE INTERSECTION IMPROVEMENTS PROJECT (CML  
5244(033) AS PER THE CALTRANS RIGHT-OF-WAY MANUAL**

**WHEREAS**, Section 17.08.14.11 of the Caltrans Right-of-Way Manual requires that the governing body of the local agency designate, by resolution, the authorized representative to execute Right-of-Way Certifications; and

**WHEREAS**, the City provides project management to all City transportation projects utilizing State and Federal transportation funds; and

**WHEREAS**, the City Council appoints the City Manager as the designated City representative to execute Right-of-Way Certifications; and

**WHEREAS**, a ROW Certification provides the acquisition status for project ROW needed in order to construct roadway improvements. ROW Certification documents must be approved by Caltrans prior to the advertisement and award of a construction contract utilizing State or Federal transportation funds.

**NOW, THEREFORE, BE IT RESOLVED** by the City Council of the City of Patterson that it does hereby authorize the City Manager to execute Right-of-Way Certifications.

The foregoing resolution was introduced at a regular meeting of the City Council of the City of Patterson held on the passed by the City Council at a regular meeting held on the 17<sup>th</sup> day of May, 2016, by \_\_\_\_\_, who moved its adoption, which motion was duly seconded by \_\_\_\_\_, and it was upon roll call carried and the resolution adopted by the following roll call vote:

**AYES:**

**NOES:**

**EXCUSED:**

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APPROVED:

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Luis I. Molina, Mayor of the City of Patterson

ATTEST:

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Maricela L. Vela, City Clerk of the City of Patterson

I hereby certify that the foregoing is a full, correct and true copy of a resolution passed by the City Council of the City of Patterson, a Municipal Corporation of the County of Stanislaus, State of California, at a regular meeting held on the 17<sup>th</sup> day of May 2016, and I further certify that said resolution is in full force and effect and has never been rescinded or modified.

DATED:

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City Clerk of the City of Patterson



## CITY COUNCIL AGENDA REPORT

**TO:** Mayor Molina and Members of the City Council

**FROM:** Ken Irwin, City Manager *KI*

**BY:** Juliene Flanders, Director of Recreation & Community Services

**MEETING DATE:** May 17, 2016

**ITEM NO:** 7.2 b.

**SUBJECT:** Approve Street Closure for Patterson Downtown Farmer's Market, on Saturday Mornings.

---

### **RECOMMENDATION**

Approve Street Closure for Patterson Downtown Farmer's Market, scheduled for June 18 – September 24<sup>th</sup>, Saturdays from 8:00 am – 2:00 pm. (Set-up at 8:00 am, market from 9:00 am – 1:00 pm, Clean up until 2:00 pm)

### **BACKGROUND**

Patterson Youth Action Commission, along with staff from Nutrition Education & Obesity Prevention, Stanislaus County Health Services Agency, has been working hard to develop healthy food education and alternatives, for youth and families in the Patterson area. At the same time Consuelo Hernandez, a Student from California State University Stanislaus, needed to complete her Health Promotion Fieldwork, to complete her Bachelors of Arts in kinesiology. The Recreation Department met with CSU Stanislaus facility, to develop an Internship program, focusing on Health and Wellness.

YAC then hosted a showing of "Fed Up" to local youth advocate leaders, which led to YAC teens meeting with the Patterson Farmers Market managers to develop a downtown farmers market on Saturday mornings. Youth leaders along with Consuelo, recreation staff and market managers have toured the downtown, surveyed and met with local businesses to discuss the options for a Saturday market. The majority of businesses on South Del Puerto were in favor of the Farmers Market and plan to participate in the Market with booths that include flowers, produce and products. (See attached report, by CSU Stanislaus Intern, Consuelo Hernandez).

### **ANALYSIS**

With the City of Patterson's adoption of the (HEAL) Healthy Eating Active Living City Resolution, on the 21st day of February 2012, the City of Patterson: "Supports the City in

embracing policies that facilitate activities to promote healthier lifestyles and communities, including healthy diet and nutrition and adoption of city design and planning principles that enable citizens of all ages and abilities to undertake exercise.”

The Patterson Farmer’s Market will run as an independent market, securing insurance, and handling all vendors needs to cover the entire length of the Market season. The Market will provide 1 space for City Services to have a booth at each market. This event is a positive move forward in providing downtown activity as well as a healthy Farmer’s Market for the community. Restrooms will be available at South Park and streets will be supervised and barricaded by Market staff.

The request for street closures is as follows:

### **EVENT**

Saturdays, June 18 – September 24, 2016

From 9:00am – 1:00pm

Set up starting at 8:00 am, Tear down 1:00 pm

Street Closures during Event:

- S. Del Puerto from alley at Plaza to El Circulo

Please refer to the attached map.

The Event Coordinator has complied with submitting the following information:

- Insurance and Endorsement – pending
- Special Event Application
- Site Street Closure Map

### **FISCAL IMPACT**

None

## Health & Wellness

### Internship Overview

Consuelo Hernandez: Student Intern

Degree: Bachelors of Arts in kinesiology, with a concentration in health promotion.

California State University Stanislaus: Health promotion Fieldwork

Overview: I originally started my internship by attending the Fed Up event, presented by the Patterson Youth Advisory Council and later began attending the weekly YAC meetings. It was at a YAC meeting where I had the opportunity to talk more to Veronica Plaughter and was informed of the idea to bring the Farmers Market to downtown Patterson. We had a meeting with the Farmers Market managers and discussed speaking to the downtown businesses in order to gain their support.

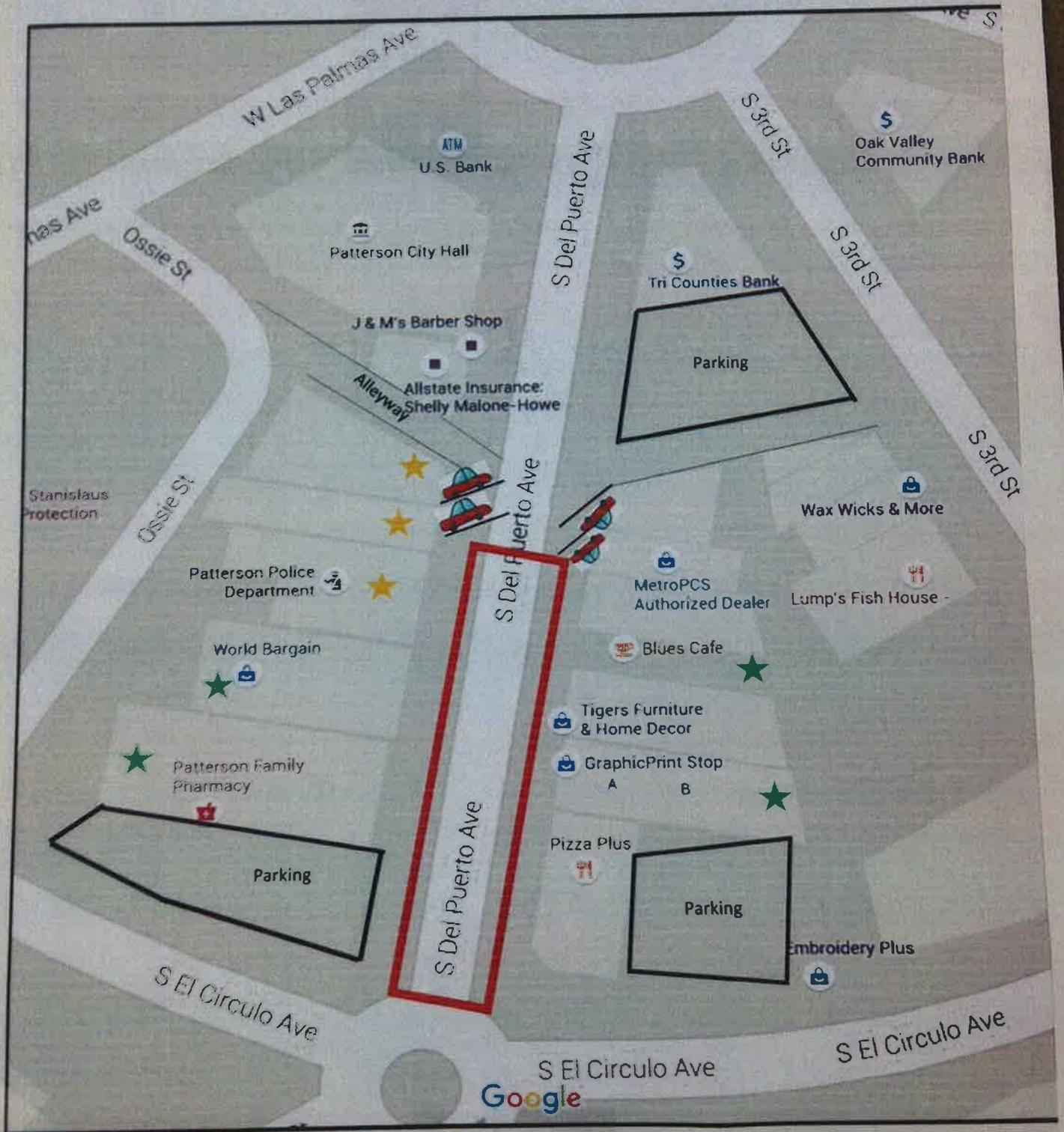
My first task was to create a survey that would help us pick the best location for the market. For this survey, I had the YAC group and Jason aid me by going into the businesses as a group and asking the questions on the survey. Their responses were noted, I gathered the data, and then presented it to the Farmers market managers (Marion and Caroline), Veronica and Juliene during our follow up meeting. Jason and I also shared the responses and concerns that we had received from the businesses during our assessment.

My next task was to create a visual presentation of the Farmers Market location and present it to the businesses on S. Del Puerto. I went to Blues Café and asked if it was possible for me to hold a meeting here to show the business our plan for the Farmers Market. After Blues Café said yes, I created flyers to invite the businesses to the meeting. Additionally, I personally delivered the flyers and made reminder phone calls. I held the meeting where I presented the visual board of the Farmers Market, gathered business comments, concerns, and answered questions. I then had a follow up conference call about the visual presentation with Veronica.

Lastly, my final task was to communicate with the Farmers Market managers and schedule a time where they can come in and fill out the special event permit application.

# PATTERSON DOWNTOWN FARMERS MARKET

PROPOSED TIME & DATE: SATURDAY'S @ 8AM — 12AM



**APPLICANT INFORMATION**

**Instructions:** Please carefully read "Submitting Your Special Event Permit Application", page 3 before completing this application.

Name of Applicant/Responsible Party (Must Match the signature on page 17)

Marion Bogdanich  
Street Address 16868 Locust Ave Apt/Unit/Suite \_\_\_\_\_  
City Patterson State CA Zip Code 95363  
Email Address sunblest4u@aol.com  
Daytime Phone (209) 485-2323 Cell Phone (209) 485-2323 Fax N/A

Name of Event Organizer/Producer (If different from Applicant) same  
Sunblest Valley Farmers Markets / Patterson Certified Fm  
Street Address \_\_\_\_\_ Apt/Unit/Suite \_\_\_\_\_  
City \_\_\_\_\_ State \_\_\_\_\_ Zip Code \_\_\_\_\_  
Email Address \_\_\_\_\_  
Daytime Phone \_\_\_\_\_ Cell Phone \_\_\_\_\_ Fax \_\_\_\_\_

Sponsoring Organization/Company same  
Sunblest Orchards & SBUEM  
Contact Name Marion or Caroline Bogdanich Contact Phone \_\_\_\_\_  
Street Address \_\_\_\_\_ Apt/Unit/Suite \_\_\_\_\_  
City \_\_\_\_\_ State \_\_\_\_\_ Zip Code \_\_\_\_\_

Is the mentioned organization a nonprofit agency?  No  Yes  
If yes, please provide Employer Identification Number \_\_\_\_\_

**Event Contact for Public Information**

Contact Name Caroline Bogdanich Contact Phone (209) 417-7769  
Email Address sunblest4u@aol.com  
Website Facebook Sunblest Valley Farmers Markets  
On-Site Contact Name same On-site Cell Number (209) 327-4377  
second Michael Bogdanich

**EVENT DETAILS**

Event Name Patterson Farmers Market

Event Location<sup>1</sup> S. Del Puerto Street

<sup>1</sup>**Additional Documentation Required:** Please attach a copy of your overall event layout as well as any fenced areas. If requesting a street closure for your event, parade, run, walk; select an approved street closure layout. Refer to Addendums J, K, L, M and N. Maps must include location of stages; bleachers; portable restroom facilities; alcohol dispensing areas; fencing line; entrances, exits and emergency exits; first aid; vendors; inflatables; rides; tents, canopies, booths or other temporary structures; and waste and recycling receptacles/dumpsters. For events with street closures, the site map and/or route map must include surrounding street names; directional arrows; twenty (20) foot emergency fire lane; street closure points; barriers/barricades; signs; start and finish area; water or first aid stations; and band/DJ locations.

**Select an approved street closure layout:**

- Plaza Circle #1 - Addendum J
- Plaza Circle #2 - Addendum K
- Plaza Circle #3 - Addendum L
- Plaza Circle #4 - Addendum M
- Parade Route #1 - Addendum J
- Parade Route #2 - Addendum M

Start Area Plaza <sup>closed</sup> ~~at~~ S. Del Puerto <sup>beginning of</sup> Finish Area S Del Puerto to S el Circulo

Event Date: June 18, 2016 to Sept 24, 2016 Event Hours (include registration time): 9:00 am to 1:00 pm

Step-off Time (Applicable only for events with a route): Sun to 2:00 pm

Set-up Date(s): \_\_\_\_\_ to \_\_\_\_\_ Set-up Times: \_\_\_\_\_ to \_\_\_\_\_

Tear Down Date(s): \_\_\_\_\_ to \_\_\_\_\_ Tear Down Times: \_\_\_\_\_ to \_\_\_\_\_

Number of Participants (units and floats for parades): \_\_\_\_\_ Number of Spectators: \_\_\_\_\_

Total Anticipated Attendance: \_\_\_\_\_ 18-20 vendors

**Type of Event (check all that apply):**

- Run/Walk
- Street Festival/Block Party
- Fireworks/Pyrotechnics
- Other \_\_\_\_\_
- Park Festival
- Parade/Procession
- Open to the Public
- Certified Farmers Market
- Protest/Rally/Demonstration
- Private Event (not open to the public)
- Concert
- Fundraiser

Has this event been produced before?  No  Yes First year at Sat Location 8 years at 1040 Las Palmas, Patterson - Wed

Is this an annual event?  No  Yes

Previous name(s), date(s) and location(s) of event: \_\_\_\_\_

Will there be an admission or entry fee?:  No  Yes Fee per adult: \_\_\_\_\_ Fee per child: \_\_\_\_\_

Who will benefit from the proceeds? \_\_\_\_\_

Event Description (provide a detailed description of your event. Attach additional pages or materials as needed.) Farm Food Fun -

San Joaquin Valley Farmers' Markets bring local farm vendors food, + gifts, floral etc. Also distant vendors for items not grown locally or to extend season (CALIF. farm vendors)  
Community activity to celebrate healthy eating, CA Agriculture, allow citizens to meet the farmer + purchase fresh food + varieties not grown commercially (ex: heirloom tomatoes)  
Support the local economy + unique features of DT Patterson  
10x10 ez up tents for vendors

## PARK USE

The City of Patterson offers several public parks as a venue for your event. Please refer to Addendum A for Park information. Contact the Public Works Dept. at (209)895-8060 for park availability and reservation information.

**If interested in reserving a park, please select from the following list of parks:**

North Park     South Park     Sports Complex     Garza Park

## STREET CLOSURE INFORMATION

There are three (3) types of street closures: 1) hard street closures, 2) rolling street closures and 3) lane closures. If your event includes a street closure, you will need to submit a Traffic Control Plan (TCP). The City's Public Works Department will determine whether a professional TCP is required based on the location and type of street closure, if the event will generate additional traffic or if existing traffic will be severely interrupted. The Public Works Department must approve the TCP before Special Event Permits can be issued. Applicant is responsible for providing and properly placing the necessary traffic control equipment such as barriers/barricades, cones, delineators, and advisory and detour signage to implement the TCP.

Street Closure points must be manned at all times. In some events, Police Department officers may be required to facilitate the closure. The number of officers will depend on the location, type and nature of the closure. Applicant is responsible for hiring the officers and securing a separate contract for their services. In some cases, adult volunteers may be stationed at each closure point during the duration of the street closure (including set-up and tear down times). Use of volunteers, if necessary and/or acceptable, will be determined by the Police Department. For additional information relating to street, and road closures for any event, please contact the **Public Works Department**.

**Event will occupy:**  One Lane     Two Lanes     Half of Street     Full Street

**Closure type:**  Rolling Street Closure (street opens to normal traffic after participants pass)  
 Hard Street Closure (street closed for an extended period of time and/or event equipment will be placed in street for duration of the event; no vehicle access)

### Name of street(s) to be closed:

(Attach additional pages as needed; or for moving events such as parades, runs, walks, marches, etc. indicate "see route" and attach the approved map.)

S Del Puerto	Plaza Dr.	S. el cirulo	8 AM	1 PM
Street Name	between	and	Start Time	End Time
Street Name	between	and	Start Time	End Time
Street Name	between	and	Start Time	End Time

## REGIONAL TRANSIT

Any proposed route along or crossing rail tracks must not impede train movements. Trains must be allowed to proceed without interruption. California Northern Railroad will provide input whether or not any proposed route affecting their right of way can be accommodated. If your route impacts Regional Transit or to request a list of service times, please contact California Northern Railroad at (530)668-9490.

Keeping bus detours to a minimum is appreciated. When detours are required, lead time for notifying Stanislaus Regional Transit's bus ridership is required. If your route impacts bus stops, please contact Stanislaus Regional Transit at (800)262-1516.

## PARKING PLAN

When planning your event it is important to consider the impact your event will have on parking in the area. In some cases, a parking management plan will be required if the venue cannot accommodate the number of anticipated attendees. If a parking management plan is required, you will be required to identify public parking lots that will be utilized, a shuttle plan, the use of carpools, public transportation, ADA accessible parking provisions and/or special parking requests.

Applicant will post "No Parking/Tow Away" signs 72 hours in advance of the event.

Applications must be submitted at least 10 business days prior to the effective date.

***Parking restrictions requested:***

## ACCESSIBILITY

As an event organizer, you are required to comply with all Federal, State, County and City ADA laws applicable to your event per the Americans with Disabilities Act. All event venues, structures and activities shall be accessible to persons with disabilities. If a portion of your event cannot be made accessible, an alternate area must be provided with the same activities that are in the inaccessible area. This area must include signage indicating that it is an ADA accessible area.

You need to consider the following access as you plan your event: first aid, information center, parking, clear paths of travel (to and from, and inside the event), restrooms (see "Restrooms" for requirements), seating, signage, drinking fountains, phones, transportation and access to vendors. If all areas are not accessible, directional signage or a map or program must be provided to attendees indicating the location of accessible restrooms, parking, drinking fountains, phones, etc.

Compliance with the Americans with Disabilities Act and any and all amendments to the act shall be the sole responsibility of the applicant. The applicant agrees to defend and hold the City harmless from any expense or liability arising from the applicant's non-compliance. For more information about the Americans with Disabilities Act and compliance at events, please visit [www.ada.gov](http://www.ada.gov).

## SECURITY PLAN

You may be required to contract with the Stanislaus County Sheriff Office for police officers, a professional security company, or a combination of both in order to obtain your permit. The number and type of security personnel required will depend on expected attendance, location of the event, presence of alcohol, history of the event, nature of the event, street closures and the amount and type of advertising used to promote your event.

If you are required to contract with the Stanislaus County Sheriff Office, the Patterson Police Department will issue you a contract for their services. You will be responsible for reimbursing the Patterson Police Department for the officers' time (Contact Patterson Police Department for fee schedule). If you have specific questions pertaining to the hiring of officers, please contact the Patterson Police Department at (209) 892-5071. A request to contract with the Stanislaus County Sheriff's Office should be submitted no later than 90 days prior to the event for planning purposes. The Sheriff's Department requires a minimum of 60 days to find appropriate staffing based on the size of the event and required staffing once an event is approved.

If you are required to hire private security guards from a private company, the company must have a valid City of Patterson Business License.

**Crowd Managers** -Trained (approved) crowd managers shall be provided for facilities or events where more than 1,000 persons congregate. The minimum number of crowd managers shall be established at a ratio of one crowd manager to every 250 persons. Where approved by fire official, the ratio of crowd managers shall be permitted to be reduced where the facility is equipped throughout with an approved automatic sprinkler system or based upon the nature of the event. Training for crowd managers can be accessed through:

- National Association of State Fire Marshals' (NAFSFM) website at [www.firemarshals.org](http://www.firemarshals.org)
- International Association of Venue Managers, Inc. website at [www.iavm.org](http://www.iavm.org)

## ALCOHOL MANAGEMENT PLAN

Alcohol service and consumption on public property is allowed by Special Event Permit only. If you are interested in serving or selling alcohol at your event you will need to obtain the appropriate license from the California Department of Alcoholic Beverage Control (ABC) and abide by the following rules: N/A

- All alcohol must be sold and consumed within a fenced venue (ABC license type will dictate the size and type of fencing).
- If the alcohol area is accessible to all ages, anyone wishing to purchase or consume alcohol must present current ID, and if that attendee is 21 years of age or older, they must be issued a non-transferrable wristband. All attendees must present their wristband to be served or consume alcohol.
- Servers must be 21 years of age or older.
- Servers may not consume alcohol beverages while serving.
- Attendees may be served no more than two (2) standard drinks at a time. The City defines one (1) standard drink size as:
  - 12 oz beer
  - 5 (five) oz wine
  - 1 (one) oz distilled spirit/hard alcohol in a mixed drink
- Shots are not permitted.
- Alcohol cups must be paper or plastic and be distinguishable from soda cups.
- Service may begin at 9am and must conclude by 10pm on Sunday through Thursday and 11pm on Friday, Saturday and the day prior to a Federal, State or City designated holiday.
- Service must end a minimum of 30 minutes before the scheduled event end time.
- Non-alcoholic beverages, water and food must be available at the event.

## ALCOHOL MANAGEMENT PLAN - CONTINUED

Are you requesting permission to serve alcohol at your event? \_\_\_\_\_

**<sup>2</sup>Additional Permits Required:** To begin the permit process, please complete the Patterson Police Department's One Day Alcohol Beverage Permit Request (see Addendum C). Once that permit has been obtained, you may apply for an ABC license. To qualify for a Special Daily License, you must be an existing non-profit organization, including a charitable, civic, cultural, fraternal, patriotic, political, religious, social or amateur sports organization. Commercial enterprises and caterers are subject to different requirements. Please contact ABC at (916) 227-2002 for permit information. If you are a non-profit (501) organization you must also have a valid "Tax Exempt" status with the Franchise Tax Board to qualify for a special daily alcohol license. Exempt status can be verified at <https://webapp.ftb.ca.gov/eletter/?Submit=Check+Status>.

Will the alcohol be sold to the attendees?  No  Yes

Type of alcohol (check all that apply):  Beer  Wine  Distilled Spirits

Explain your sales plan (ticket system, cash at service area, etc.):

Explain your method(s) of serving:

Explain who will serve the alcohol (professional bartenders, volunteers, etc.):

Is the event open to all ages?  No  Yes

Explain how IDs will be checked, wristbands applied and how you will monitor for underage drinking:

Do you have an alcohol sponsor?  No  Yes

If yes, explain:

## MEDICAL PLAN

Have you made provisions for on-site medical services?  No  Yes

If yes, please describe your medical plan:

## AMPLIFIED SOUND/ENTERTAINMENT RELATED ACTIVITIES

The City of Patterson defines "amplified sound" as speech, music or other sound projected or transmitted by electronic equipment including amplifiers, loud speakers, microphones, or similar devices or combinations of devices which are powered by electricity, battery or combustible fuel and which are intended to increase the volume, range, distance or intensity of speech, music or other sound.

- No Person shall use amplified sound, including sound checks, before 9am or after 10pm Sunday through Thursday and before 9am or after 11pm on Friday, Saturday and the day prior to a Federal, State or City designated holiday, unless prior authorization is received and permission is included in your Special Event Permit.
- No person shall use amplified sound exceeding a noise level of either 98 DBA at a distance of 150 feet from a noise source or sources, 80 DBA when measured from the nearest residential property, or 24 DBA above ambient noise levels, whichever noise level is lower.

In some cases, a pre-established amplified sound range will be set for you based on the venue or history of your event. The City may also require that you hire a City Event attendant (see Addendum B for fee) to visit your event to set the amplified sound range and remain on-site to monitor the approved range.

Will your event include amplified sound?  No  Yes *Sometimes*

What times are you requesting amplified sound? Start: *9am* End: *12 pm*

Will sound checks be conducted prior to the start time?  No  Yes If yes, what time: \_\_\_\_\_

Describe the sound equipment that will be used at the event:

*Mostly Acoustic  
only ambient, background music*

Are there any musical entertainment features related to your event?<sup>3</sup>  No  Yes If yes, what time: \_\_\_\_\_

<sup>3</sup>**Additional Documentation Required:** Please attach a performance schedule including all performers/bands/DJs, types of music and performance schedule.

Does the entertainment include the use of fireworks, rockets, lasers or other pyrotechnics?<sup>4</sup>  No  Yes

If yes, explain

<sup>4</sup>**Additional Documentation Required:** The license holder must submit a letter of intent and shoot schedule. Please contact the Patterson Fire Department at (209) 895-8130.

Does the entertainment include any inflatables?  No  Yes *possible*

If yes, explain

*Bounce House /or Bounce games*

## AMPLIFIED SOUND/ENTERTAINMENT RELATED ACTIVITIES - CONTINUED

Does the entertainment include carnival rides?<sup>5</sup>  No  Yes

If yes, explain

<sup>5</sup> **Additional Documentation Required:** The carnival company must submit a letter of intent with a site plan to the Patterson Fire Department. Please contact Fire Prevention at (209) 895-8130 or [specialevents@ci.patterson.ca.us](mailto:specialevents@ci.patterson.ca.us) for more information.

Does the entertainment include animals? (petting zoo, pony rides, etc.)  No  Yes

If yes, explain

Does the entertainment include vehicles? (car show, displays, etc.)  No  Yes

If yes, explain

with exception of possible car show one Sat

## FENCING

Fenced area refers to any event or area within the event that is closed off by temporary fencing. The Patterson Fire Department will review your site map and set an occupancy load for the fenced area. When developing your fence plan, please keep in mind the following rules:

- In addition to the main entrance, at least two (2) exits shall be provided when the venue accommodates fewer than 1,000 attendees; at least three (3) exits for 1,000 to 3,000 attendees; and at least four (4) exits when the venue accommodates more than 3,000 attendees.
- Exits shall be equally spaced along the perimeter of the fence and shall be spaced so that no exit is greater than a distance of 400 feet of travel from the next exit.
- Exit width shall be understood to be a panel's width of temporary fencing, to provide an opening of no less than 48 inches.
- Each exit shall have a security guard or volunteer assigned to it.
- Each emergency exit shall be indicated by a sign with a white background and contrasting red letters; sign shall measure 18 x 24 inches; sign lettering shall measure 12 inches in height; and signs shall be placed at the top center of the exit panel.
- In some cases, a Fire Department inspection may be required (for a fee) to set the occupancy load and check access and exits. For questions about fencing or to make arrangements for an inspection, please contact Fire Prevention at (209) 895-8130 or [specialevents@ci.patterson.ca.us](mailto:specialevents@ci.patterson.ca.us) for more information.

## TENTS/CANOPIES/TEMPORARY STRUCTURES

Tents that are larger than 400 square feet and canopies that are larger than 700 square feet shall not be erected for any purpose without first obtaining approval from Patterson Fire Department. Tents and canopies shall comply with all California Fire Code Chapter 31 (2013) Regulations including:

### Location:

- Must be placed at least 20 feet from any property line, building or other tent/canopy/temporary structure/ vehicle parking.
- A fire access lane, at least 20 feet wide, to each tent must be provided.
- All vehicles with an internal combustion engine must be at least 30 feet from any tent/canopy/temporary structure, unless tent permit specifically allows the display of vehicles.

### Tent/Canopy Material:

All tents and canopies shall have an affixed California State Fire Marshal Seal of Registration for flame retardant qualities.

### General:

At least a 2A10BC classification or larger fire extinguisher(s) shall be installed. Extinguishers shall be clear and accessible. Travel distance to an extinguisher shall not be more than 75'. Extinguishers shall be tagged and serviced annually, or manufactured in current year.

- All weeds, vegetation and combustible waste must be removed from the area occupied by the tent/ temporary structure, as well as from a 30 foot area surrounding the tent/canopy/temporary structure.

"NO SMOKING" signs shall be installed throughout tent and canopy area.

Hay, trash or other combustibles shall be kept at least 50 feet from tents.

Open flame devices emitting flame, fire, heat or any flammable or combustible liquids, gas, charcoal or other cooking device or any other unapproved devices shall not be permitted inside or located within 20 ft. of the tent or canopy while open to the public unless approved by the fire official.

### Cooking:

Cooking tents shall be separated from other tents by 20'.

Outdoor cooking that produces sparks or grease laden vapors shall be located at least 20' away from tents and canopies.

Portable LPG containers shall not be stored or used in connection with any tent unless the storage containers, equipment, fittings, appliances, placement use and operation complies with the provisions of California Code of Regulations, Title 8, Article 5, Subchapter 1, Chapter 4.

Portable LPG containers shall be located outside tents with safety valves pointed away from tent.

Portable LPG containers shall be secured to prevent falling and protected against damage and movement.

**TENTS/CANOPIES/TEMPORARY STRUCTURES - CONTINUED**

**Seating:**

- Chair rows must be no longer than 15 seats and have 18 inches of clearance front to back.
- Aisles must be at least 44 inches wide.

**Exits:**

- Exits must be evenly spaced at least every 100 feet around the perimeter. Exits, aisles, and pathways shall not be blocked or obstructed at any time.
- Illuminated exit signs must be hung when the occupancy exceeds 50 attendees.

Will your event include tents or canopies?  No  Yes

If yes, indicate on the site map and explain:

only 10x10 ez up canopies -

Number of tents/canopies \_\_\_\_\_

Tent/Canopy size(s): (if you have multiple tents/canopies with varying sizes, indicate the number with the corresponding size):

10x10  
10x20 possible  
Approx 20

**STAGES/PLATFORMS**

Will your event include the installation of stages or platforms? (if yes, please indicate on site map)  No  Yes

How many stages? \_\_\_\_\_ What are the dimensions? \_\_\_\_\_

## VENDORS

The City of Patterson defines "vendor" as an organization or business that sells or advertises products and/or services to event attendees. "There are two (2) categories of vendors: for-profit and non-profit." Generally there are two (2) categories of vendors: 1) food/beverage, 2) merchandise information. Event organizers must pay a Vendor Participation Fee, based on the number of for-profit vendors expected to participate in the event. Please refer to Addendum B - Fee Schedule Finance Department Fees.

Does your event include food vendors?<sup>6</sup>  No  Yes 4 Number of tents/canopies

<sup>6</sup> **Additional Documentation Required:** A County of Stanislaus, Environmental Resources Health Permit is required to sell or serve food to the general public in the City of Patterson. Please contact the Stanislaus County at (209)525-6700 or visit [www.stancounty.org](http://www.stancounty.org) for permit information.

Will any of the food vendors be cooking or heating food on-site?<sup>7</sup>  No  Yes 2 How many?

<sup>7</sup> **Additional Documentation Required:** Please read the Patterson Fire Department's Hot Food Vendor Requirements (Addendum E). This document must be distributed to each of your hot food vendors. Each vendor must read, sign and display this document on-site. A Patterson Fire Department Inspection may be required (for a fee).

What methods will be used (check all that apply)?  Gas  Electric  Charcoal  Other

What is your plan for disposing of grease, charcoal and/or waste water?

All vendors are responsible for taking waste away from event

Does your event have merchandise vendors?  No  Yes 6 How many?

Does your event include information vendors?  No  Yes \_\_\_\_\_ How many? unknown

Will any items or services sold at your event present any unique liability issues? (message, tattooing/piercing, etc.)  No  Yes

If yes, explain

## CERTIFIED FARMERS MARKET

A certified farmers market<sup>8</sup> is an event where agricultural products are sold by producers directly to consumers or to individuals, organizations or entities that subsequently sell or distribute the products directly to end users. A certified farmers market may be operated on public property with a Special Event Permit.

<sup>8</sup> **Additional Documentation Required:** A Stanislaus County, Environmental Resources Health Permit is required. Please contact Stanislaus County at (209)525-6700 or visit [www.stancounty.com](http://www.stancounty.com) for permit information.

All county & state requirements met

## ENCROACHMENT REQUIREMENTS & CONDITIONS

The purpose of an encroachment permit is to enable the City to monitor activities performed within City rights-of-way and to ensure the safety of the public including Special Events that require a road closure and/or road detours and/or are encroaching onto City owned property/facilities.

As part of this Special Events package, the special event holder will be required undergo a Public Works Inspection(s) as necessary to ensure that the event is safe for the public and that it is compliance with City of Patterson Municipal Code and that it will comply with all regulatory Local, State, and Federal environmental regulations including Stormwater Pollution Prevention (SWPPP); Fats, Oils & Grease (FOG); Water Conservation; and Solid Waste Management/Recycling. Additionally, the applicant agrees to submit Liability Insurance in the amount of \$2 million and an Endorsement naming the City of Patterson as additionally insured and will adhere to the following terms and conditions for Encroachment:

1. Any damage to public or private property or any damage to facilities in the public-right-away is the responsibility of the Event Holder/Applicant and agree to all/any liability resulting from the approved special event.
2. If the event results in significant impact to existing homes or businesses, the event holder/Applicant is required to provide written notification at least 48 hour advance notice to all affected property / business owners. If the event has an impact to the Public Transportation Facilities located within close proximity of the event, the event holder/Applicant is responsible to coordinate with the City of Patterson and/or Stanislaus County Transit to provide adequate services during the event and to post notification on the shelters at least 48 hours in advance of the event.
3. The event holder/applicant is responsible for coordinating inspections with Public Works by calling Sonia Delgado, Sr. Administrative Manager at (209) 895-8064. A pre-event inspection is required prior to the start of the event and a post-event inspection at the end of the event.

The event holder/applicant will pay a fee of \$71.31 in addition to any Park, Special Events Fees, and/or other services charged for this event. This fee will cover the costs associated with regulatory compliance and public works inspections required for the special event. For questions regarding Encroachment or regulatory programs, please contact Public Works at (209) 895-8060.

***Is the Special Event requiring road closure or encroachment on City right-of-way or public facilities (parks, sidewalks, facilities)?***

No  Yes

**If yes, explain**

**\*\*\*Please refer to Page 16 and Attachment "O" for a list of Best Management Practices (BMPs) that must be implemented during your event.**

## WASTE MANAGEMENT

All Special Events are required to comply with the City's Urban Storm Water Quality Management and Discharge Control Ordinance (No.653), Section 13.32 of the Municipal Code.

During a rainfall event, water flows from your event site, through storm drains, directly to the San Joaquin River without any treatment. Stormwater can pick up pollutants such as oil, trash, and spilled food left behind from vendors and guests of your event. As an event coordinator, your organization can be liable for any stormwater violations. These violations could result in substantial monetary fines and cleanup costs. The cost to clean up pollutants once they are in a stormline or waterways can be several thousand dollars. To help your event comply with the federal, state, and local stormwater regulations, we have outlined some Best Management Practices (BMPs) for you and your vendors to follow. It is your responsibility to inform all vendors and participants at your event of proper stormwater management practices.

### **Best Management Practices (BMPs):**

The objective in stormwater protection is that only rainwater enter the storm drain. Best Management Practices (BMPs) are specific steps taken to prevent stormwater pollution at your event. All employees and vendors shall review this information sheet as a training tool, and make every effort to keep pollutants from going down the storm drain by putting the following BMPs into practice. In the City of Patterson, event planners have the unique opportunity to hold activities in close proximity of the City's storm drains that drain directly into the San Joaquin River without any treatment potentially, contaminating the water and destroying marine life. Please refer to Addendum N for additional compliance information.

For more information on stormwater pollution prevention, or to report an illicit discharge, Contact the City of Patterson Stormwater Hotline at (209) 895-8060 or visit [www.ci.patterson.ca.us](http://www.ci.patterson.ca.us)

## RESTROOMS

You are required to provide restroom accommodations for event attendees. Depending on the location of your event, you may need to rent portable restrooms. The City of Patterson recommends one (1) portable toilet per every 250 anticipated attendees, or portion thereof. When portable toilets are provided, at least one (1) toilet at each location must be ADA accessible. Where multiple toilets are clustered at a single location, 5% of the toilets at each cluster must be ADA accessible.

## MARKETING/ADVERTISING/PROMOTIONS

Please ensure that you have conditional approval before you begin to market, advertise or promote your event. Acceptance of the Special Event Permit Application is not a guarantee of the date or location nor automatic approval of your event. Once you have conditional approval you may proceed to market, advertise or promote your event at your own risk. However, if the permit is not granted and the event is therefore cancelled, you may not hold the City of Patterson responsible or liable for any of the costs incurred from your marketing, advertising or promotions.

**Please explain how you will market, advertise or promote this event or invite attendees to the event** (include event website and social networking sites if applicable; attach additional pages as needed):

Ads in local paper - listing in Modesto Bee  
Facebook market ads + Events listings  
Listings online for Farmers Market + Events  
Posters + Flyers - 5,000 post cards in local zip code

Do you plan to include radio or television promotions?  No  Yes

If yes, explain

Possible radio remote for opening

Do you expect a live broadcast or feed from the event?  No  Yes

If yes, explain

Do you expect media coverage?  No  Yes

If yes, explain

Photographers from Patterson Irrigator / Modesto Bee  
Possible TV cameras

Do you plan to place signs or hang banners on City property?<sup>9</sup>  No  Yes

If yes, explain

If permitted to do so, yes.

<sup>9</sup> **Additional Permit Required:** If you wish to place a banner, please call the Community Development Dept. at (209) 895-8020 or e-mail [planning@ci.patterson.ca.us](mailto:planning@ci.patterson.ca.us) for permit information.

## NOTIFICATION

An event can change the normal flow of residential and business activity potentially causing a negative impact to the community. As the event organizer, you are responsible for notifying those residents and businesses that will be impacted by your event. If your event involves a street closure, amplified sound (more than announcements), pyrotechnics, the sale of alcohol, or you anticipate more than 500 attendees at the event during peak time, you will be required to notify, in writing, all residents and businesses residing within a two (2) City block radius or 300 feet surrounding the event venue and/or route at least 30 days prior to the event. The preferred method of notification is the Notification of Upcoming Special Event (Addendum F). This template should be completed and distributed door to door or mailed to the impacted area.

Door to door written notification may not be practical for all event venues. Under some circumstances (for example apartments or office buildings with numerous tenants) the City will allow you to use an alternate method of notification, such as email blasts or posting the notification on a community or shared board. The alternate notification must include the following information:

1. Proposed date, time and duration of the event;
2. Use of amplified sound or pyrotechnics, if applicable;
3. Proposed street closure(s) and alternative route(s), if applicable;
4. Applicant and City contract information.

To complete the notification requirement, you must submit a Notification Certification (Addendum G)<sup>10</sup> listing the residents and businesses that received your notification and the method of notification that was used per resident or business.

Advisory signs are another method of notification that will be required for all events that impact a major use roadway. The applicant will be provided with a list of required advisory signs and placement specifications. You, as the event organizer are responsible for providing and placing advisory signs. Advisory signs must meet the following Manual on Uniform Traffic Control Devices (MUTCD) standards (see addendum H for example):

- Must be orange with black lettering and include the date and length of street closure and contact information of event organizer.
- Must be posted seven (7) days prior to the event date.
- Must be professional in appearance.
- Must not exceed 16 square feet.
- Must have a minimum letter size of 2.5 inches.
- May not be attached to traffic control signs or other authorized highway signs.
- Must be located a minimum distance of 30 feet from street intersection.
- Must be removed within two (2) days following the conclusion of the event.

<sup>10</sup> **Additional Documentation Required:** A copy of the completed Notification Certification and either a completed Notification of Upcoming Special Event or alternate notification must be provided to Special Event Services.

## FORM OF PAYMENT

A non-refundable application fee of \$50 is due at the time you submit your application. Permit fees are due sixty (60) days in advance of your event. Applications submitted within sixty (60) days of an event require a \$50 non-refundable late processing fee in addition to the \$50 application fee and payment in full. Checks must be made payable to "City of Patterson" and will not be accepted less than thirty (30) days prior to the event.

Please indicate the type(s) of payment method you wish to use:

- Cash - must be presented to clerk
- Personal/Business Check - attach or present to clerk
- Money Order/Cashier's Check - attach or present to clerk
- Visa/MasterCard/American Express - must be presented to clerk

Phone: \_\_\_\_\_ Name: \_\_\_\_\_

### Refund Policy

Any refunds due will be processed and mailed within 21 business days of the event or cancellation. Payments made by cash, check or credit card will be refunded with a check.

## CHECKLIST

Thank you for submitting the Special Event Permit Application. Before you submit your application to the City of Patterson, Special Event Services, please make sure you have completed the following step:

- Signed AND dated your application
- Attached your event site map (and route map if applicable)
- Included \$50 non-refundable application fee (if you are submitting less than 60 days prior to the event date, please include a \$50 late processing fee for a total of \$100)
- Attached a copy of your current Driver's License of California ID

Submit your completed application to:

**By mail:**

City of Patterson, Special Event Services  
1033 W. Las Palmas Ave.  
Patterson, CA 95363

**Or by:** Fax: (209)895-8189

**Or by:** Email: [specialevents@ci.patterson.ca.us](mailto:specialevents@ci.patterson.ca.us)

**Questions?**

Please call

Special Event Services

at (209) 895-8080

**Best wishes for a successful event!**

## INSURANCE

Applicant and/or the sponsoring organization shall defend, indemnify, and hold harmless the City of Patterson, its officials, agents, employees and volunteers from and against all actions, losses, damages, liability, costs and expenses of every type and description, including, but not limited to, attorney's fee, to which any or all of them may be subjected by reason of, or resulting from, directly or indirectly, in whole or in part, the acts or omissions of the applicant, sponsoring organization, or its officers, agents, employees or volunteers directly or indirectly arising from the exercise of the authority under the Special Event Permit. Verification of insurance must be submitted at least 10 days prior to your event. You must submit two (2) documents to satisfy insurance requirements.

1. **Certificate of Insurance** in the amount of \$2 million worth of General Liability coverage must be submitted for the event date and any set-up and/or tear down dates.
  - The standard proof of insurance is the ACORD certificate form.
  - The name of the insured, the insurance carrier, the policy number, coverage limits, and effective and expiration dates for the coverage must be stated on the certificate of insurance.
  - Certificate holder must be listed on the certificate as City of Patterson, Special Event Services, 1033 W. Las Palmas Ave., Patterson, CA 95363.
  - Insurance certificates must be signed by an authorized representative of the insurance carrier. Electronic signatures are acceptable.
2. **Additional Endorsement** is required to reflect that the insurance policy has been amended to include the City of Patterson as insured.
  - The Additional Endorsement must reference the policy number as it appears on the certificate.
  - "The City of Patterson, it's officials, agents, employees and volunteers" must be named as additionally insured on the Additional Endorsement.

Your permit will not be issued until both the Certificate of Insurance and Additional Endorsement have been received.

If you do not have insurance, contact HUB International Insurance for Special Event coverage. For more information contact (925) 609-6500 or visit [www.eventinsure.com](http://www.eventinsure.com), e-mail: [specialevent@hubinternational.com](mailto:specialevent@hubinternational.com)

## SIGNATURE

I have read the rules and regulations contained in this document and agree to abide by these rules and regulations. I am duly authorized by the Organization to submit this application on its behalf and agree to be financially responsible for any fees and costs that may be incurred by or on behalf of the event in the City of Patterson. I certify that the information that I have provided on this application is true and accurate to the best of my knowledge. If the event details change, I agree to submit a revised application or provide additional information in writing at least 30 days prior to the event.

Name (please print) Marion Bogdanich

Signature 

Date 5/2/16 Driver's License Number" N4759546

<sup>11</sup> **Additional Documentation Required:** Please attach a current copy of your Driver's License or California ID to complete application.

**ADDENDUM F - NOTIFICATION OF UPCOMING SPECIAL EVENT**

**Organizer(s) Information**

Sponsoring Organization Sunblest Valley Farmers Markets  
Event Contact marion Bagdanich Phone Number (209) 485-2323  
Caroline (209) 417-7769  
Event Website \_\_\_\_\_ Expected Attendance \_\_\_\_\_

**Event Information**

Type of Event - (check all that apply)

- Run/Walk
- Street Festival/Block Party
- Parade/Procession
- Park Festival
- Concert
- Private Party
- Fundraiser
- Other: Farmers Market

Event Name Patterson Certified Farmers Market - Sat

Event Date(s) start June 18, 2016 -

Event Location \_\_\_\_\_

EVENT HOURS Start:  End:

SET-UP Date:  Time:

BREAKDOWN Date:  Time:

**Name of Street(s) to be Closed:**

<input type="text"/>	Between	<input type="text"/>	And	<input type="text"/>
<input type="text"/>	Between	<input type="text"/>	And	<input type="text"/>
<input type="text"/>	Between	<input type="text"/>	And	<input type="text"/>
<input type="text"/>	Between	<input type="text"/>	And	<input type="text"/>
<input type="text"/>	Between	<input type="text"/>	And	<input type="text"/>

**Overall Event Description**

Farmers Market

**ADDENDUM G - NOTIFICATION CERTIFICATION**

Sponsoring Organization SBVFM Sunblest Orchards  
 Event Name Patterson Certified Farmers Market - Sat  
 Event Date open June 18, 2016  
 Event Location S De Puerto St.

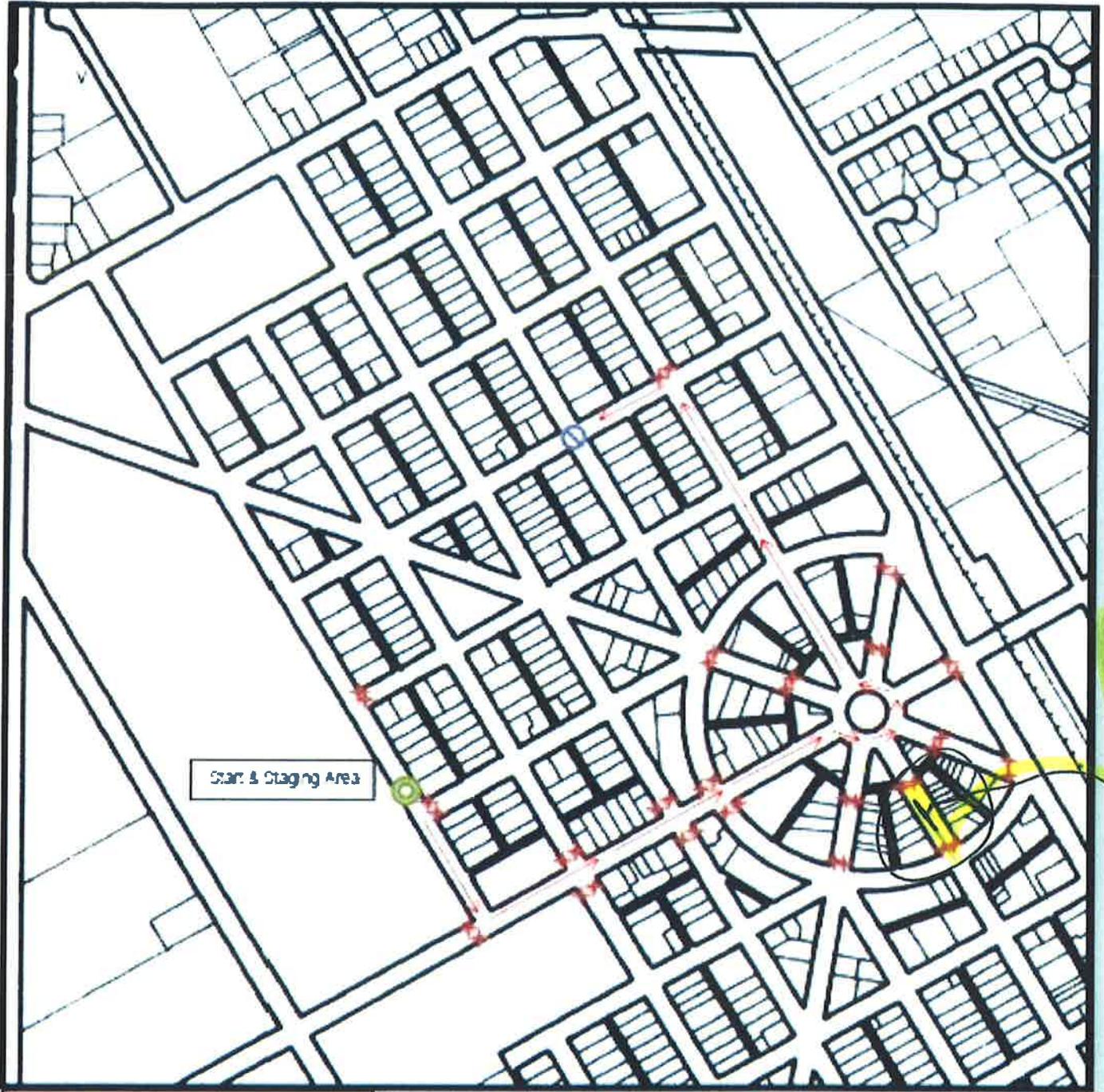
**Signature of Sponsor or Authorized Representative**

I certify that the entities listed below have been notified about my upcoming event.

Name (printed) Marion Bogdanich Signature 

Name/Business	Location/Address	Phone #	Method of Notification (check one)
		209 485 2323	<input checked="" type="checkbox"/> E-mail <input type="checkbox"/> Mail <input type="checkbox"/> Hand Delivered <input type="checkbox"/> Posted
			<input type="checkbox"/> E-mail <input type="checkbox"/> Mail <input type="checkbox"/> Hand Delivered <input type="checkbox"/> Posted
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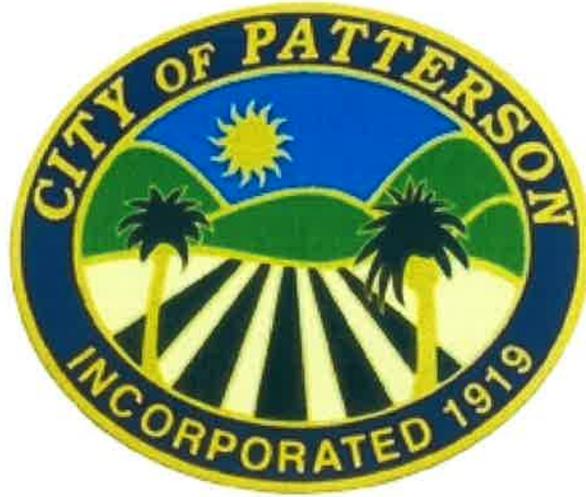
ADDENDUM M - PARADE ROUTE #1



Start & Staging Area

Farmers Market

- ✦ Barncade
- ➔ Parade Route
- Start of Route (Staging)
- End of Route



## **8. COUNCIL ITEMS**



# CITY COUNCIL AGENDA REPORT

**TO:** Mayor Molina and Members of the City Council

**FROM:** Ken Irwin, City Manager *KI*

**BY:** Maricela Vela, City Clerk

**MEETING DATE:** May 17, 2016

**ITEM NO:** 8.1

**SUBJECT:** Approve the Reappointment of Ken Buehner to the Patterson Economic Strategic Commission for the Term April 2016 to April 2018.  
(Mayor Molina, Mayor Pro Tem Novelli)

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## **RECOMMENDATION**

Motion to approve the Reappointment of Ken Buehner to the Patterson Economic Strategic Commission for the Term of April 2016 to April 2018.

## **FISCAL IMPACT**

There is no fiscal impact.



Commission/Committee/Board

RECEIVED  
MAY 02 2016

Application for Appointment or Reappointment BY: AK

(This is a Public Record Subject to Disclosure)

Name of Commission/Committee/Board Strategic Economic Committee

\_\_\_\_ Appointment  Reappointment

Name of Applicant Kenneth A Buettner

Residence Street Address \_\_\_\_\_ City Patterson Zip 95363

Mailing Address \_\_\_\_\_ City \_\_\_\_\_ Zip \_\_\_\_\_

Phone (home) 495-3480 (cell) 495-3480 (work) 892-8040

Email Address Kenbuettner@gmail.com Length of time at residence 6 years

Employer Self employed (Westside Property Mgmt)

Experience or Special Knowledge Pertaining to Area of Interest  
Forty years working in construction, property management & Real estate development.

Employment Experience

Always self employed in property management, Real estate development and entitlement

Organization, Community and/or Public Service Experience

Scout Master 12 years - Boy Scout. Board of director for greater Yosemite Council. Prior vice president of properties for greater Yosemite. Past president twice for Rotary - Patterson Community Council. Board.

Education (high school, college, trade school or training)

Note: There is no specific educational requirement  
Patterson High, MJC

Do you have any financial or professional interest or association related to this position? Yes  No

If yes, please explain. \_\_\_\_\_

When are you available to attend this commission/committee/board regular and/or special meetings?

Anytime

Please list three references with telephone numbers:

- 1. RICK SCHUTZ
- 2. Elwood Schut
- 3. George Balloway

- Phone 585-5328
- Phone 9109-2393
- Phone 996-4672

A resume containing other pertinent information about yourself would be helpful to the City Council in evaluating your application (Optional).

**APPLICATION CERTIFICATION: PLEASE READ BELOW BEFORE SIGNING.**

I certify that the statements made by me in this application are true, complete, and correct to the best of my knowledge and belief. I understand that statements made are subject to verification and that any misrepresentation, fraud, or omission of material facts may result in denial of appointment/reappointment.

I hereby authorize representatives of the City of Patterson to contact organizations (including employers and schools) and individuals listed, for the purpose of establishing or verifying my qualifications and work history in connection with this application. I understand and acknowledge that such information will be used confidentially and for the purpose of appointment/reappointment decisions only.

I understand and hereby accept that if the City Council of the City of Patterson appoints/reappoints me to a City of Patterson Commission/Committee/Board, I will serve without pay and will be subject to the filings of the Fair Political Practices Commission (**Statement of Economic Interest, Form 700**). I hereby further understand and accept that per City Ordinance No. 718, if I am appointed/reappointed, I will be required to pass a Department of Justice (DOJ) fingerprint (background) test.

Date 4/29/16 Signature Rm B. [Signature]

File this application with: The City Clerk of the City of Patterson  
P.O. Box 667  
1 Plaza, 2<sup>nd</sup> Floor  
Patterson, CA 95363

Web Site [www.ci.patterson.ca.us](http://www.ci.patterson.ca.us) Email [cityclerk@ci.patterson.ca.us](mailto:cityclerk@ci.patterson.ca.us)  
Direct No. (209) 895-8014

(The City Clerk's Office will keep your application on file for one (1) year from the date stamped received)