



Item:	B-1
Minutes for:	12/03/2025
Adopted:	12/17/2025

Minutes of a Regular Meeting of the Madera City Council

**Wednesday, December 3, 2025
6:00 p.m.**

**Council Chambers
City Hall**

The Madera City Council meetings are open to the public. The meeting was available for public viewing and participation through Zoom. Members of the public were able to observe the live-streamed meeting on the City's website and were able to comment on agenda items at the meeting, remotely through an electronic meeting via phone, via email and by regular mail.

CALL TO ORDER: Meeting was called to order at 6:00 p.m.

ROLL CALL:

Present: Mayor Cece Gallegos
Mayor Pro Tem Jose Rodriguez, District 2
Councilmember Rohi Zacharia, District 1
Councilmember Steve Montes, District 3
Councilmember Anita Evans, District 4
Councilmember Elsa Mejia, District 5
Councilmember Artemio Villegas, District 6

Others present were City Manager Arnoldo Rodriguez, City Clerk Alicia Gonzales, City Attorney Shannon L. Chaffin, City Engineer Keith Helmuth, Community Development Director Will Tackett, Director of Financial Services Michael Lima, Division Fire Chief Larry Pendarvis, Director of Human Resources Wendy Silva, Director of Information Technology Gary Price, Director of Parks and Community Services Joseph Hebert, Planning Manager David Brletic, Police Commander Josiah Arnold, and Assistant Engineer Raquel Rios Cardenas.

INVOCATION: Daniel Martinez, Fourth Street Church

PLEDGE OF ALLEGIANCE: Councilmember Zacharia

APPROVAL OF AGENDA:

ON MOTION BY MAYOR PRO TEM RODRIGUEZ AND SECONDED BY COUNCILMEMBER EVANS, THE AGENDA TO INCLUDE CONTINUING ITEM A-3 TO THE DECEMBER 17TH COUNCIL MEETING AND MOVING ITEM E-1 TO THE TOP OF THE AGENDA WAS APPROVED UNANIMOUSLY BY A 7/0 VOTE.

PRESENTATIONS:

- 1. Proclamation Recognizing Councilmember Mejia as the 2025 Recipient of the Mexicanos Distinguidos Award**

Mayor Gallegos called a short recess and invited the public to join them in the lobby for refreshments in celebration of Councilmember Mejia.

PUBLIC COMMENT:

The first 15 minutes of the meeting are reserved for members of the public to address the Council on items which are within the subject matter jurisdiction of the Council. The Council is prohibited by law from taking any action on matters discussed that are not on the agenda, and no adverse conclusions should be drawn if the Council does not respond to public comment at this time.

Harlon Rippetoe asked for Council's support in getting eight (8) additional horseshoe courts at Rotary Park. Madera would qualify to hold statewide tournaments with those additional courts.

Alex Galindo, a member of the big Valley Horseshoe Club asked Council for their support in adding more horseshoe courts at Rotary Park.

No further Public Comment was presented. Public Comment was closed.

A. PUBLIC HEARINGS:

A-1 Annexation of the Colett-Martin Subdivision into Landscape Maintenance District Zone of Benefit 51 for Fiscal Year 2026/27

Recommendation: Adopt Resolution Approving Annexation No. 2025-10 for Annexation of the Colett-Martin Subdivision (Tract No. 24-S-02) into Zone of Benefit 51, Confirming the Diagram and Assessment for Landscape Maintenance District (LMD) Zone of Benefit 51 for Fiscal Year (FY) 2026/27; and Authorizing the City Clerk to File the Diagram and Assessment with the Madera County Auditor (Report by Keith Helmuth)

ON MOTION BY COUNCILMEMBER MONTES AND SECONDED BY MAYOR PRO TEM RODRIGUEZ, ITEM A-1 WAS APPROVED BY A 6/0 VOTE. ABSENT: COUNCILMEMBER MEJIA.

RES 25-250 A RESOLUTION OF THE CITY COUNCIL OF THE CITY OF MADERA, CALIFORNIA, APPROVING ANNEXATION NO. 2025-10 FOR ANNEXATION OF COLETT-MARTIN SUBDIVISION (TRACT NO. 24-S-02) INTO ZONE OF BENEFIT 51; CONFIRMING THE DIAGRAM AND ASSESSMENT FOR CITY OF MADERA LANDSCAPE MAINTENANCE DISTRICT ZONE OF BENEFIT 51 FOR FISCAL YEAR (FY) 2026/27; AND AUTHORIZING THE CITY CLERK TO FILE THE DIAGRAM AND ASSESSMENT WITH THE MADERA COUNTY AUDITOR

A-2 Ordinance Amending City Councilmember Salaries

Recommendation: Waive further Reading and Introduce an Ordinance of the City Council of the City of Madera Adjusting the Compensation for the City Council by Amending Madera Municipal Code Section 2.1.05 by Title Only (Report by Alicia Gonzales)

Council was advised that a typo had been fixed. Previously, the ordinance indicated the effective date was January 1, 2026. The correct date is January 1, 2027.

ON MOTION BY COUNCILMEMBER MONTES AND SECONDED BY COUNCILMEMBER EVANS, ITEM A-2 WAS APPROVED BY A 6/0 VOTE. ABSENT: COUNCILMEMBER MEJIA.

INTRO ORD AN ORDINANCE OF THE CITY COUNCIL OF THE CITY OF MADERA ADJUSTING THE COMPENSATION FOR THE CITY COUNCIL BY AMENDING MADERA MUNICIPAL CODE SECTION 2.1.05

A-3 Consideration of the Mitigated Negative Declaration prepared for Environmental Assessment (EA) No. SCH 2025090413 for the Northeast Water Storage Tank, Booster Pump Station and Transmission Main Project, City Project W-T-001

Recommendation: Adopt a Resolution Adopting the Mitigated Negative Declaration and Mitigation Monitoring and Reporting Program prepared for the Northeast Water Storage Tank, Booster Pump Station and Transmission Main Project, City Project W-T-0001 (EA No. SCH 2025090413) (Report by Will Tackett)

This item was continued to the December 17th City Council meeting during the Agenda approval section of this meeting.

B. CONSENT CALENDAR:

Matters listed under the Consent Calendar are considered routine and will be enacted by one motion and one vote.

ON MOTION BY COUNCILMEMBER MONTES AND SECONDED BY COUNCILMEMBER EVANS, THE CONSENT CALENDAR WAS APPROVED BY A 6/0 VOTE. ABSENT: COUNCILMEMBER MEJIA.

B-1 Minutes – November 5, 2025, November 19, 2025

Recommendation: Approve the City Council Minutes of November 5, 2025 and November 19, 2025 (Report by Alicia Gonzales)

B-2 Informational Report on Register of Audited Demands

Recommendation: Review Register of Audited Demands Report for November 8 to November 21, 2025 (Report by Michael Lima)

B-3 One-Year Extension to Agreements for Professional On-Call Engineering Services

Recommendation: Adopt a Resolution Approving a One-year Extension of the On-Call Consultant Services Agreements (Agreement) with AECOM Technical Services Inc, and Westwood Professional Services Inc, (formerly O'Dell Engineering) with a not-to-exceed amount of \$400,000 per Agreement (Report by Keith Helmuth)

RES 25-251 A RESOLUTION APPROVING AN AMENDMENT TO CONSULTANT SERVICE AGREEMENTS WITH AECOM TECHNICAL SERVICES INC, AND WESTWOOD PROFESSIONAL SERVICES INC, IN THE AMOUNT OF \$400,000 FOR EACH AGREEMENT AND EXTENDING THE TERM FOR ONE YEAR FOR PROFESSIONAL ON-CALL ENGINEERING SERVICES

B-4 Reappropriation of Previously Encumbered American Rescue Plan Act Funds to Fiscal Year 2025/26

Recommendation: Adopt a Resolution to Reappropriate Previously Encumbered American Rescue Plan Act (ARPA) funds to Fiscal Year (FY) 2025/26 (Report by Keith Helmuth)

RES 25-252 A RESOLUTION TO REAPPROPRIATE PREVIOUSLY ENCUMBERED AMERICAN RESCUE PLAN ACT (ARPA) FUNDS TO FISCAL YEAR (FY) 2025/26

B-5 Master Agreement between the Madera County Transportation Commission (MCTC) and the City for Fiscal Year (FY) 2024/2025 Allocation of the Regional Surface Transportation Program (RSTP) Exchange Funding

Recommendation: Adopt a Resolution Approving the Master Agreement between the MCTC and the City for the FY 2024/2025 Allocation of RSTP Exchange Funding (Report by Keith Helmuth)

City Attorney Shannon L. Chaffin recused himself from this item as he also represents MCTC.

RES 25-253 RESOLUTION OF THE CITY COUNCIL OF THE CITY OF MADERA APPROVING THE MASTER AGREEMENT BETWEEN THE MADERA COUNTY TRANSPORTATION COMMISSION (MCTC) AND THE CITY OF MADERA FOR THE FISCAL YEAR 2024/2025 ALLOCATION OF REGIONAL SURFACE TRANSPORTATION PROGRAM (RSTP) EXCHANGE FUNDING

B-6 Annual Local Appointment List on City Boards, Commissions, and Committees

Recommendation: Approve a Minute Order Authorizing the City Clerk to File the 2026 Annual Local Appointments List (Report by Alicia Gonzales)

Councilmember Mejia rejoined the meeting at 7:04 p.m.

C. WORKSHOP: None

D. PETITIONS, BIDS, RESOLUTIONS, ORDINANCES, AND AGREEMENTS:

D-1 Piggyback Purchase Agreement for a Replacement Audio/Visual (A/V) System for the City Hall Council Chambers

Recommendation: Adopt a Resolution to enter into a California Multiple Awards Schedule (CMAS) Piggyback Government Contract Agreement with EKC Enterprises for the Purchase of a New Audio/Visual (A/V) System for \$56,616.32, and Adopt a Budget Amendment in the same amount (Report by Gary Price)

ON MOTION BY MAYOR PRO TEM RODRIGUEZ AND SECONDED BY COUNCILMEMBER VILLEGAS, ITEM D-1 WAS APPROVED UNANIMOUSLY BY A 7/0 VOTE.

RES 25-254 ADOPT A RESOLUTION TO ENTER INTO A CALIFORNIA MULTIPLE AWARDS SCHEDULE (CMAS) PIGGYBACK GOVERNMENT CONTRACT AGREEMENT WITH EKC ENTERPRISES FOR THE PURCHASE OF A NEW AUDIO/VISUAL (A/V) SYSTEM FOR \$56,616.32, AND ADOPT A BUDGET AMENDMENT IN THE SAME AMOUNT

E. ADMINISTRATIVE REPORTS:

E-1 Consideration of Selection of Mayor Pro Tem to Serve a One-year Term

Recommendation: Approve a Minute Order Accepting the Nomination for Mayor Pro-Tem and Making the Appointment of Mayor Pro Tem to Serve a One-year Term (Report by Alicia Gonzales)

ON MOTION BY MAYOR PRO TEM RODRIGUEZ AND SECONDED BY COUNCILMEMBER MONTES, ITEM E-1 TO APPOINT COUNCILMEMBER ZACHARIA AS MAYOR PRO TEM TO SERVE A ONE-YEAR TERM WAS APPROVED BY A 6/0 VOTE. ABSENT: COUNCILMEMBER MEJIA.

E-2 Seek Direction Regarding the Regular City Council Meetings Scheduled for 2026

Recommendation: Deliberation and Direction Given from Council (Report by Alicia Gonzales)

ON MOTION BY COUNCILMEMBER EVANS AND SECONDED BY COUNCILMEMBER MEJIA, ITEM E-2 WAS APPROVED UNANIMOUSLY BY A 7/0 VOTE.

F. COUNCILMEMBER REPORTS/ANNOUNCEMENTS/FUTURE AGENDA ITEMS:

This portion of the meeting is reserved for the Mayor and Councilmembers (i) to make brief reports on boards, committees, and other public agencies, and at public events, (ii) to request updates, (iii) to initiate future agenda items, and (iv) to take action on matters initiated under this section of the agenda.

Councilmember Montes had nothing to report.

Mayor Pro Tem Zacharia congratulated Councilmember Mejia on her recognition.

Councilmember Evans congratulated Councilmember Mejia on her recognition. She mentioned that the Christmas Extravaganza will be held on December 21st and toy donations were encouraged even if someone was unable to attend.

Councilmember Mejia thanked everyone for their congratulations. She thanked the Police Department for the Mad Grinch event that will be occurring on Friday at 6:00 p.m. as part of the Tree Lighting Ceremony as she is looking forward to it.

Councilmember Rodriguez congratulated Councilmember Mejia on her recognition. He mentioned that this Sunday, they are holding a Santa's Bag golfing tournament. The proceeds will go to the Holy Family Table. The team fee is \$40.00 and the event starts at 9:00 a.m. They will also be accepting gift or coat donations at that event.

Councilmember Villegas congratulated Councilmember Mejia on her recognition. He participated in the Thanksgiving turkey giveaway on November 25th.

Mayor Gallegos congratulated Councilmember Mejia on her recognition. Mayor Gallegos mentioned that the Madera Evening Lions organized the Christmas Parade that will be held on Friday at 7:00 p.m. City Staff and Council will be handing out glow necklaces to the community at that event. Trees for Charity will be holding a community event on Saturday night. Mayor Gallegos invited everyone to attend the events.

G. CLOSED SESSION: None

FUTURE MEETING DATES:

- Wednesday, December 17, 2025

ADJOURNMENT: Meeting was adjourned at 7:19 p.m.


ALICIA GONZALES, City Clerk


CECELIA K. GALLEGOS, Mayor


MINUTES PREPARED BY
ZELDA LEÓN, Deputy City Clerk

