

MINUTES OF THE JOINT SPECIAL MEETING OF MADERA CITY COUNCIL, REGULAR MEETING OF THE MADERA CITY COUNCIL AS THE SUCCESSOR AGENCY TO THE FORMER MADERA REDEVELOPMENT AGENCY, AND SPECIAL MEETING OF THE MADERA CITY COUNCIL AS THE SUCCESSOR HOUSING AGENCY, CITY OF MADERA, CALIFORNIA

December 9, 2015
6:00 p.m.

City Hall
Council Chambers

1. CALL TO ORDER

Mayor /Housing Authority Commissioner Robert Poythress opened the Special Meeting of the City Council, Regular Session portion of the Regular Meeting of the Housing Authority of the City of Madera and the Joint Special Meeting of the Madera City Council, Regular Meeting of the Madera City Council as the Successor Agency to the former Madera Redevelopment Agency, and Special Meeting of the Madera City Council as the Successor Housing Agency at 6:00 p.m. and called for the roll call.

ROLL CALL

Present: Mayor/Commissioner Robert L. Poythress
Mayor Pro-Tem /Commissioner Charles F. Rigby
Council Member/Commissioner Andrew J. Medellin
Council Member /Commissioner William Oliver
Council Member/Vice-Chairperson Derek O. Robinson Sr.
Council Member/Chairperson Donald E. Holley

Absent: Council Member/Commissioner Sally J. Bomprezzi

Successor Agency staff members present: City Attorney Brent Richardson, Business Manager Bob Wilson and Recording Secretary Claudia Mendoza

City of Madera staff members present: City Administrator David Tooley, Neighborhood Preservation Supervisor Viola Rodriguez, City Engineer Keith Helmuth, Neighborhood Preservation Specialist Maribel Hernandez, Neighborhood Preservation Specialist Steve Montes, Neighborhood Preservation Specialist Fabela Rodriguez, Neighborhood Preservation Specialist Nicholas Salinas, Code Enforcement Consultant Lou Donaldson, Neighborhood Outreach Coordinator Saleh Alhomedi and Neighborhood Outreach Assistant Christina Herrera

PLEDGE OF ALLEGIANCE

The Pledge of Allegiance was led by Mayor Poythress

PUBLIC COMMENT – REGULAR SESSION

The first fifteen minutes of the meeting are reserved for members of the public to address the Council/Agency on items which are within the subject matter jurisdiction of the Council/Agency. Speakers shall be limited to three minutes. Speakers will be asked to identify themselves and state the subject of their comment. If the subject is an item on the Agenda, the Mayor has the option of asking the speaker to hold the comment until that item is called. Comments on items listed as a Public Hearing on the Agenda should be held until the hearing is opened. The Council/Agency are 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/Agency does not respond to public comment at this time.

No comments were offered and Mayor Poythress closed the Public Comment portion of the meeting.

Mayor Poythress recessed the Joint Special Meeting of the Madera City Council, Regular Meeting of the Madera City Council as the Successor Agency to the former Madera Redevelopment Agency, and Special Meeting of the Madera City Council as the Successor Housing Agency at 6:02 p.m.

Housing Authority Vice Chairperson Derek Robinson opened the Regular Meeting of the Housing Authority of the City of Madera, calling for items as listed on the agenda. The Housing Authority meeting was adjourned at 6:16 p.m.

Mayor Poythress reconvened the Joint Special Meeting of the Madera City Council, Regular Meeting of the Madera City Council as the Successor Agency to the former Madera Redevelopment Agency, and Special Meeting of the Madera City Council as the Successor Housing Agency at 6:19 p.m.

PRESENTATIONS:

There are no items for this section.

INTRODUCTIONS:

Neighborhood Preservation Supervisor Rodriguez stated that she is pleased to make two announcements. Nicholas Salinas joins our team as a Neighborhood Preservation Specialist I and he is newly married. He is a resident in Madera. His background experience is in banking and real estate. This will be a benefit to him while working on foreclosure process. He cares about Madera and he wants to make a difference in the community by educating them more about our activities in Neighborhood Revitalization. We are very happy to have him join us today. Neighborhood Preservation Specialist Salinas responded by stating that he wanted to thank everyone and is very appreciative for the opportunity to work and serve the city he grew up in. He also wanted to share with Council is that in his first few days with the department, the overall department moral is extremely strong and upbeat. He wanted to commend the team for being so welcoming. Aside from that, he is really looking forward to contributing to the community and doing his part to make Madera an even better place to live.

Neighborhood Preservation Supervisor Rodriguez stated that Fabela Rodriguez is now a permanent employee. She has been promoted to a Neighborhood Preservation Specialist I. She is actively addressing code enforcement issues as well as preparing for the weed abatement program. She has acclimated into the position very well. Her motto is to be yourself, don't lose your cool and always be professional. She has demonstrated all of that in the few months she has been with us. So we are proud to have her join our team. Neighborhood Preservation Specialist Rodriguez responded that she has worked with the Neighborhood Revitalization Department four months today and it has been a pleasure working with everyone. They have been an enormous help with her development as a Neighborhood Preservation Specialist. She looks forward to working with the Council and getting to know you.

2. WORKSHOP:

There are no items for this section.

Announcement by Secretary:

Per Government Code Section 54957.5, members of the public are advised, that less than 72 Hours prior to this evening's meeting, Items 3E and 4B were provided to the City Council and staff. If you wish to obtain a copy of this item, it is located on the podium.

Mayor Poythress called for the items as listed on the Consent Calendar.

3. CONSENT CALENDAR

3A. Minutes of the Joint Meeting of the Special Meeting of the Madera City Council, Regular Meeting of the City Council as the Successor Agency to the former Madera Redevelopment Agency and Special Meeting of the Successor Housing Agency – October 14, 2015 (City/Successor Agency/Successor Housing Agency)

3B. Listing of Warrants Issued from October 1, 2015 to November 30, 2015 (Successor Agency)

3C. Monthly Financial Reports – Successor Agency (Successor Agency)

3D. Monthly Financial Reports – Code Enforcement (City)

3E. Code Enforcement Activity Report (City)

3F. Code Enforcement Funds Collection Report for Period Ending November 30, 2015 (City)

3G.Consideration of a Resolution Approving the Release of Juan Covarrubias from the Declaration of Covenants and Restrictions Recorded on Property Located at 421 Elm Avenue and Authorizing the Mayor to Execute the Release of Declaration of Covenants and Restrictions and the Replacement Declaration of Covenants and Restrictions and Notice of Affordability Restrictions on Transfer of Property upon the Resale of the Property to an Income Eligible Homebuyer (Successor Housing Agency)

3H.Update on Neighborhood Outreach Activities (City)

Mayor Poythress asked members of the Council if there were any items on the Consent Calendar they wished to have pulled for further discussion. There were none.

On motion by Council Member Oliver seconded by Council Member Rigby the Consent Calendar was approved unanimously as presented by the following 6/0 vote: Ayes: Council Members Poythress, Rigby, Robinson, Oliver, Medellin and Holley; Noes: None; Abstain: None; Absent: Council Member Bomprezzi; resulting in the unanimous approval of the Minutes of the Joint Meeting of the Special Meeting of the Madera City Council, Regular Meeting of the City Council as the Successor Agency to the former Madera Redevelopment Agency, and Special Meeting of the Successor Housing Agency for October 14, 2015 and Resolutions SA 15-21.

4. PROJECTS AND REPORTS

4A.Presentation on Curb Painting Campaign and Adopt a Police Officer Program by Madera Ministerial Association (City)

Pastor Roger Leach with Valley Christian Church provided images to Council and stated that they would like to honor and bless our law enforcement and first responders. Right now would be a good time to show that support in our community. We wanted to initiate what we call a curb stripe campaign and along with that we would like to adopt a police officer. We have already had luncheons with some of the police officers. We would get together and buy them lunch and let them know that we appreciate them. At our November meeting with the Church of Madera, we joined together 15 churches at Yosemite Worship Center. That night we honored Madera Police Department and gave each of them gifts. We have two active chaplains that are involved with the police officers right now. From that meeting, there have been five more pastors that have signed on to be chaplains in the Sheriff's Department of Madera Police Department. We are offering ourselves to our city to try to help out. What we would like to do is paint a blue and red patch along the curb near the house number. We can show unity and honor our law enforcement and first responders. And we feel like you guys can help us out by providing financing for that. We are currently working with Neighborhood Outreach groups and they would like to combine this together with their block areas and Neighborhood Watch groups. We also spoke with Debi Bray with Madera Chamber of Commerce and she stated that businesses may be interested in this as well. The more that we can give our community, it would be a better place for us to live. This is part of Love Madera and would be an incredible program. If you approve this, we would love to work with you. In February, it would be the time for Love Madera and we would start this campaign by trying to get churches, individuals and other faith based organizations to volunteer their time. We would hope there will be several thousand people working in this community going from place to place through the neighborhood groups with a notice informing the residents of this free service.

Pastor Tim Echevarria, President with the Madera Ministerial Association also stated that he is honored to work with the City. We are in a great time where there is a lot of unity working with the police. This will be a tremendous asset and we will be able to see the fruits of it as well. We are very excited about this because it is a wonderful thing to do.

Mike Unger, Director with the Madera Rescue Mission stated that he was in law enforcement for a number of years. It dawned on him that one of the things that are needed is love, understanding and appreciation of the job that law enforcement and first responders do. It is something that is not easily done and is a calling. Doing this is a small gesture from the community that they are welcome and needed.

Mayor Pro Tem Rigby stated that he would like to take this opportunity to thank Roger, Tim and Mike. He has been championing this for the past couple of months and strongly endorses this. When he spoke to Executive Director Taubert, we agreed that it would be an excellent way to bring a community partnership with law enforcement and see the solidarity and support for first responders. One thing we need to make very clear is that in no way will this represent a type of service that will be given to those who have this on their curb to those who do not. This is just a form of solidarity. I see this as a real strong opportunity for our city to become a beacon of light, unity and hope. Where trust is beginning to rebuild in our city. We have an opportunity to do something very special here. I foresee this as another way that we can say thank you and we agree with what is happening with law enforcement in our city. One of the best platforms we have is our Neighborhood Watch programs.

City Administrator Tooley provided sample stencils/tools and responded that we foresee that this could take place in one of two ways. As the Neighborhood Revitalization teams go in to the neighborhoods, our first focus would be if can get an entire neighborhood to commit to this program. If this is the case, we can schedule to knock out an entire neighborhood. These tools could do the painting on the curb. The stencils were produced by our own crew from scrap metal, so we have virtually no money in it. We would pay the \$35.00 per gallon and based on our estimate of activity this will be about \$.75 per symbol. If in those instances we had to go back in time, we could also have stencils made out of paper. The costs would be \$.47 per unit with a minimum order of 1,000. I would think you could fully fund this program for \$15,000 – \$20,000 in the first year at a mid-year budget amendment, and the costs would go down every year thereafter.

Mayor Pro Tem Rigby thanked the Madera Ministerial Association, and Neighborhood Revitalization Department for bringing this to our attention and wanting to do this and appreciates all the hard work being put in to this.

Pastor Roger Leach stated that at the Madera Ministerial Association would buy the Neighborhood Watch signs for new neighborhoods starting out. Mayor Pro Tem Rigby stated that the Madera Ministerial Association will purchase the first sign for neighborhoods that will be established.

Council Member Medellin he whole heartly supports this campaign. He acknowledges and appreciates those struggles every day for law enforcement. He may know of a company that would like to donate an additional 1,000 decals for automobiles or for apartment windows, or things of that nature that could be put to use.

Council Member Holley stated that he has lived in Madera all of his life. He has walked up and down our streets when we did not have sidewalks. He has seen our city has grown and beatified so much. And to add to our Neighborhood Revitalization and outreach programs. I believe that if we don't support it, who will support it? I go to every Neighborhood Watch meeting I can attend because I believe in what Madera is doing. To do something like this a blessing.

Mayor Poythress asked Neighborhood Outreach Assistant Herrera what is going to be a huge opportunity for this effort? She responded that it would encourage the neighborhood watch programs. Mayor Poythress also stated that this would also help establishing new ones. He will support this as long as every neighborhood and every home is encouraged to start a neighborhood watch and followed up on. The organized neighborhoods are one of the greatest things that is happening in the city right now. If we are going house to house, let's not blow this opportunity and let's go beyond that. Let's get our neighborhoods involved.

City Administrator Tooley stated that it is his sense that the City Council would like this followed up with an action item in January. If that is approved that will be followed up with a budget amendment in February.

4B. Code Enforcement Major Case Summary (City)

Neighborhood Preservation Specialist Hernandez and Code Enforcement Consultant Lou Donaldson presented images depicting the violations and eventual abatement at the properties located at 621 James

Way, 617 Deerwood Drive and 621 Deerwood Drive. These are abandoned and vacant homes and has been open since 2011. Throughout the years, these properties have not improved, it has only gotten worse. Although, there were numerous attempts to contact the property owner, he has yet to respond. He has other properties in Madera that are in similar condition.

Mayor Pro Tem Rigby asked what is the process if we are unable get a hold of the property owner. Code Enforcement Donaldson responded that we sought an administrative hearing to seek abatement on the property, in conjunction with the City Attorney's office. Who examined everything we had to ensure we followed. City Attorney Richardson stated that this is an example of due process. This was a good, clean abatement that was done properly.

Mayor Poythress called for additional questions or comments, there were none.

5. **AGREEMENTS**

5A. Consideration of a Resolution Approving the Award of a Contract for the Riverwalk Drive Improvement Project City of Madera Project No. ST 10-03, In the Amount of \$1,027,169 to Avison Construction Inc., Authorizing Construction Contingencies of Up to 10% and Construction Inspection and Management of Up to 10%, and Authorizing the Mayor to Execute the Contract on Behalf of the Successor Agency (Successor Agency)

Business Manager Wilson reported that this project began in 2008. The Redevelopment Agency began to purchase depressed properties in the area. The award of this construction project would move this project along a great deal. The street project will run connecting A Street to C Street on the south side of the river. The construction includes: concrete curbs, gutters, sidewalk and ADA ramps, installation of water mains and service laterals and fire hydrants. Street construction includes removal of existing pavements and replacing with aggregate base and asphalt concrete paving. Included in the project is the installation of LED street lights with Pacific, Gas and Electric providing the new power feed. On November 18, 2015 twelve bids were submitted and the lowest was Avison Construction for \$1,027,169. Council Member Oliver added that it is important that the money will stay here because this is a local contractor.

Mayor Poythress called for additional questions or comments.

Mayor Poythress called for a motion to adopt the Successor Agency resolution.

SA 15-18 RESOLUTION OF THE SUCCESSOR AGENCY TO THE FORMER MADERA REDEVELOPMENT AGENCY, MADERA, CALIFORNIA, APPROVING THE AWARD OF CONTRACT FOR THE RIVERWALK DRIVE IMPROVEMENTS PROJECT CITY OF MADERA PROJECT NO. ST 10-03, IN THE AMOUNT OF \$1,027,169 TO AVISON CONSTRUCTION, INC., AUTHORIZING CONSTRUCTION CONTINGENCIES OF UP TO 10%, CONSTRUCTION INSPECTION AND MANAGEMENT OF UP TO 10%, AND AUTHORIZING THE MAYOR TO EXECUTE THE CONTRACT ON BEHALF OF THE SUCCESSOR AGENCY

*On motion by Council Member Holley, seconded by Council Member Robinson, **Resolution Number SA 15-18** was approved unanimously as presented by the following 6/0 vote: Ayes: Council Members Poythress, Rigby, Robinson, Oliver, Medellin and Holley; Noes: None; Abstain: None; Absent: Council Member Bompreszi.*

6. **HOUSING**

6A. Joint Public Hearing Regarding Consideration of Resolutions Approving 33433 Report and Approval of Sale of Real Property Located at 1224 Nebraska Avenue (APN 004-111-018) to Francisco Marquez (City/Successor Housing Agency)

Business Manager Wilson reported that this is a joint public hearing between the City Council and the Successor Housing Agency regarding the sale of land owned by the former Madera Redevelopment

Agency. The tenants of the property located at 1224 Nebraska Avenue requested to purchase the property from us. An appraisal was done and it was determined that the sales price is \$145,000.00.

Mayor Poythress called for any other questions or comments, there were none.

Mayor Poythress opened the public hearing at 7:01 p.m.

There being no other speakers, the public hearing was closed at 7:01 p.m.

No other questions or comments were offered.

Mayor Poythress called for a motion to adopt the City Council resolution.

CC 15-236 Resolution of the City Council of the City of Madera, California Approving Sale of Property Known as 1224 Nebraska Avenue Acquired By Tax Increment By the Former Madera Redevelopment Agency and Making Findings Related Thereto

*On motion by Council Member Rigby, seconded by Council Member Holley, **Resolution Number CC 15-236** was approved unanimously as presented by the following 6/0 vote: Ayes: Council Members Poythress, Rigby, Robinson, Oliver, Medellin and Holley; Noes: None; Abstain: None; Absent: Council Member Bompreszi.*

Mayor Poythress called for a motion to adopt the Successor Housing Agency resolution.

SHA 15-22 Resolution of the City of Madera as Successor Housing Agency to the Former Madera Redevelopment Agency, Madera, California Approving the Sale of Property Located At 1224 Nebraska Avenue Located In the City of Madera

*On motion by Council Member Oliver, seconded by Council Member Medellin, **Resolution Number SHA 15-22** was approved unanimously as presented by the following 6/0 vote: Ayes: Council Members Poythress, Rigby, Robinson, Oliver, Medellin and Holley; Noes: None; Abstain: None; Absent: Council Member Bompreszi.*

Mayor Poythress called for a motion to adopt the Successor Housing Agency resolution.

SHA 15-23 Resolution of the Successor Housing Agency to the Former Madera Redevelopment Agency, Madera, California, Approving Agreement With Francisco Marquez For the Purchase and Sale of Real Property Known As 1224 Nebraska Avenue, In the City of Madera and Authorizing the Mayor to Execute the Agreement, Grant Deed and Any and All Documents Necessary to Effectuate the Transaction on Behalf of the City of Madera, As the Successor Housing Agency to the Former Madera Redevelopment Agency

*On motion by Council Member Rigby, seconded by Council Member Medellin, **Resolution Number SA 15-23** was approved unanimously as presented by the following 6/0 vote: Ayes: Council Members Poythress, Rigby, Robinson, Oliver, Medellin and Holley; Noes: None; Abstain: None; Absent: Council Member Bompreszi.*

7. GENERAL

There are no items for this section.

8. AGENCY MEMBER REPORTS

Council Member Robinson had nothing to report.

Council Member Rigby had nothing to report.

Council Member Holley reported that he attended a Neighborhood Watch meeting last night. Thanked staff for a wonderful job. The turnout was nice. And you have watch the video on facebook.

Council Member Medellin had nothing to report.

Mayor Pro Tem Oliver welcomed the two new additions. Also was pleased with the Adopt a Police Office program and Curb Painting Campaign. As a council member he is lucky to see so many examples of the positive energy and great things going on. He is excited to see this take off.

Mayor Poythress reported that he will be headed to Cedar Creek and giving a proclamation to former Mayor and Chief Skeels.

9. CLOSED SESSION

There are no items for this section.

10. ADJOURNMENT

Mayor Poythress adjourned the Joint Special Meeting of the Madera City Council, Regular Meeting of the Madera City Council as the Successor Agency to the former Madera Redevelopment Agency, and Special Meeting of the Madera City Council as the Successor Housing Agency at 7:11 p.m.

Claudia Mendoza, Recording Secretary

Robert Poythress, Mayor

/cm

**REPORT TO THE SUCCESSOR AGENCY
TO THE FORMER MADERA REDEVELOPMENT AGENCY**

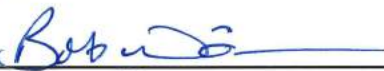
MEETING OF: JANUARY 13, 2016

AGENDA ITEM NUMBER: 3B

APPROVED BY:



Executive Director



Business Manager

Subject: Listing of Warrants Issued

Attached, for your information, is the register of the warrants for the Successor Agency to the former Redevelopment Agency covering obligation paid during the period of:

December 1, 2015 to December 31, 2015

Each demand has been audited and I hereby certify to their accuracy and that there were sufficient funds for their payment.

General Warrants: #10668 - # 10679

THE SUCCESSOR AGENCY TO THE FORMER MADERA REDEVELOPMENT AGENCY
REGISTER OF AUDITED DEMANDS FOR BANK #1 UNION BANK MAIN ACCOUNT

13-Jan-16

Check	Pay Date	Issued To	Description	Amount
010668	12/17/2015	15101 RIDX PEST CONTROL	Repair false bottom kitchen cabinet 1220 Nebraska	\$ 100.00
010668	12/17/2015	15101 RIDX PEST CONTROL	Pest Inspection 1220 Nebraska	75.00
010669	12/17/2015	16351 BLAIR, CHURCH & FLYNN CONSULTING ENG.	Design Srvs Riverwalk street project	10,531.68
010670	12/17/2015	28360 DIAMOND COMMUNICATIONS INC	Alarm Monitoring Jan-Mar 2016	180.00
010671	12/17/2015	37300 GOLDEN STATE OVERNIGHT	Mail Services	12.36
010672	12/17/2015	38958 HARBISON INTERNATIONAL INC.	Design Srvs Riverside storm drain	2,040.00
010673	12/17/2015	44057 JOHNSON REAL ESTATE APPRAISAL	Appraisal svcs 1224 Nebraska	400.00
010674	12/17/2015	47250 LEON ENVIRONMENTAL SERVICES	Asbestos survey 728 Lilly	800.00
010675	12/17/2015	49802 CITY OF MADERA	5 E. Yosemite water srvc	52.87
010675	12/17/2015	49802 CITY OF MADERA	1224 Nebraska water srvc	88.50
010675	12/17/2015	49802 CITY OF MADERA	1220 Nebraska water srvc	91.39
010675	12/17/2015	49802 CITY OF MADERA	303 E. Central water srvc	183.63
010676	12/17/2015	50352 MADERA CLEANERS AND LAUNDRY INC.	Mat cleaning	4.50
010677	12/17/2015	61900 P G AND E	11/15 SVS	1,316.79
010678	12/17/2015	67152 RICOH USA, INC.	Copier maintenance fee 11/15	22.15
010679	12/17/2015	67152 RICOH USA, INC.	Copier maintenance fee 11/15	203.67
BANK #1 - Union Bank Main Acct. Total				<u>\$ 16,102.54</u>

<x1>

Prepared by: BW

REPORT TO THE SUCCESSOR AGENCY TO THE FORMER MADERA REDEVELOPMENT AGENCY

MEETING OF: JANUARY 13, 2016

AGENDA ITEM NUMBER: 3C/3D

APPROVED BY:


Executive Director


Business Manager

Subject: Monthly Financial Reports for the Successor Agency and Code Enforcement

Summary: Each month the Finance Department will be including in the agenda packet a set of reports that present the operating results for the Successor Agency during the prior month. Reports for the Code Enforcement program are also included in this presentation.

DISCUSSION

Each fund's revenue listing is presented first, followed by the fund expenses segregated by department.

Due to the timing of the Successor Agency meetings, it will not be possible to reflect the results from each month based on information that is reconciled to the bank statement since the statements are not available from the bank in time to do so. However, the information shown in the actual column is cumulative, so later months will reflect any changes made to an earlier month based on the reconciliation of accounting data to the bank and trustee statements.

Should the members of the Successor Agency Board wish to have additional information, the Finance Department will make every effort to meet those requests.

RECOMMENDATION

This report is presented for review and no formal action is being requested.

JET/DC:sb

Attachment:
-Financial Reports

For All Revenue, Expense Accounts
 Zero Balance Accounts NOT Included

Transactions Entered From 12/01/2015
 To 12/31/2015

Account	Description	Period Actuals	YTD Actuals	YTD Budget	Variance	% Of Budget
Fund 40200: Low/Mod Hsg TI Housing Asset						
Account: Revenue						
2001-8163	Interest Income - Loans	0.00	616.19-	0.00	616.19	0.00
2001-8190	Rental Income	0.00	14,250.00-	0.00	14,250.00	0.00
2001-8434	Grants	0.00	7,679.92-	0.00	7,679.92	0.00
2001-8671	Sale of Real Estate	0.00	290,000.00-	0.00	290,000.00	0.00
	NET Account: Revenue:	0.00	312,546.11-	0.00	312,546.11	0.00
Account: Expense						
2001-1010	Salaries - Full-time	0.00	10,905.33	0.00	10,905.33-	0.00
2001-1020	Salaries - Part-time	0.00	784.48	0.00	784.48-	0.00
2001-1040	Salaries - Leave Payout	0.00	2,429.31-	0.00	2,429.31	0.00
2001-2000	Public Employees Retirement System	0.00	2,370.00	0.00	2,370.00-	0.00
2001-2002	Long Term Disability Insurance	0.00	30.73	0.00	30.73-	0.00
2001-2003	Life Insurance Premiums	0.00	7.31	0.00	7.31-	0.00
2001-2004	Worker's Compensation Insurance	0.00	915.71	0.00	915.71-	0.00
2001-2005	Medicare Tax - Employer's Share	0.00	149.63	0.00	149.63-	0.00
2001-2007	Deferred Compensation - Part-time	0.00	29.42	0.00	29.42-	0.00
2001-2008	Deferred Compensation - Full-time	0.00	1,378.79	0.00	1,378.79-	0.00
2001-2009	Unemployment Insurance Premiums	0.00	0.73	0.00	0.73-	0.00
2001-2010	Section 125 Benefit Allow.	0.00	1,288.63	0.00	1,288.63-	0.00
2001-3001	Gas and Electric Utilities	363.52	2,596.88	0.00	2,596.88-	0.00
2001-3002	Telephone and Fax Charges	0.00	124.60	0.00	124.60-	0.00
2001-3011	Advertising - Bids and Legal Notice	0.00	395.20	0.00	395.20-	0.00
2001-3018	Postage / Other Mailing Charges	12.36	18.54	0.00	18.54-	0.00
2001-3040	Contracted Services	575.00	2,412.51	0.00	2,412.51-	0.00
2001-3115	Taxes and Assessments	0.00	1,955.34	0.00	1,955.34-	0.00
2001-3135	Rental Property Maintenance	0.00	159.00	0.00	159.00-	0.00
2002-3069	Disposal Costs	0.00	3,437.00	0.00	3,437.00-	0.00
2002-3802	Acquisition / Demolition	10,531.68	262,212.62	0.00	262,212.62-	0.00
	NET Account: Expense:	11,482.56	288,743.14	0.00	288,743.14-	0.00
	TOTAL Fund 40200: Low/Mod Hsg TI Housing Asset:	11,482.56	23,802.97-	0.00	23,802.97	0.00

For All Revenue, Expense Accounts
 Zero Balance Accounts NOT Included

Transactions Entered From 12/01/2015
 To 12/31/2015

Account	Description	Period Actuals	YTD Actuals	YTD Budget	Variance	% Of Budget
Fund 40300: Non Housing Tax Incr - RPTTF						
Account: Revenue						
3001-8000	Current Secured Property Tax	0.00	1,893,696.00-	0.00	1,893,696.00	0.00
	NET Account: Revenue:	0.00	1,893,696.00-	0.00	1,893,696.00	0.00
Account: Expense						
3001-3135	Lease Property Maintenance	0.00	1,724.13	0.00	1,724.13-	0.00
3001-7000	Operating Transfer to Other Funds	0.00	2,371,196.90	0.00	2,371,196.90-	0.00
	NET Account: Expense:	0.00	2,372,921.03	0.00	2,372,921.03-	0.00
	TOTAL Fund 40300: Non Housing Tax Incr - RPTTF:	0.00	479,225.03	0.00	479,225.03-	0.00

For All Revenue, Expense Accounts
 Zero Balance Accounts NOT Included

Transactions Entered From 12/01/2015
 To 12/31/2015

Account	Description	Period Actuals	YTD Actuals	YTD Budget	Variance	% Of Budget
Fund 57500: Administrative Allowance Fund						
Account: Expense						
3501-1010	Salaries - Full-time	0.00	61,961.34	0.00	61,961.34-	0.00
3501-1020	Salaries - Part-Time	0.00	4,608.20	0.00	4,608.20-	0.00
3501-1040	Salaries - Leave Payout	0.00	5,575.08	0.00	5,575.08-	0.00
3501-2000	Public Employees Retirement System	0.00	13,458.46	0.00	13,458.46-	0.00
3501-2002	Long Term Disability Insurance	0.00	166.34	0.00	166.34-	0.00
3501-2003	Life Insurance Premiums	0.00	39.44	0.00	39.44-	0.00
3501-2004	Worker's Compensation Insurance	0.00	5,207.25	0.00	5,207.25-	0.00
3501-2005	Medicare Tax - Employer's Share	0.00	1,129.04	0.00	1,129.04-	0.00
3501-2007	Deferred Compensation - Part-Time	0.00	172.81	0.00	172.81-	0.00
3501-2008	Deferred Compensation - Full-time	0.00	7,530.86	0.00	7,530.86-	0.00
3501-2009	Unemployment Insurance Premiums	0.00	18.26	0.00	18.26-	0.00
3501-2010	Section 125 Benefit Allow.	0.00	6,968.21	0.00	6,968.21-	0.00
3501-3001	Gas and Electric Utilities	1,292.05	10,341.99	0.00	10,341.99-	0.00
3501-3002	Telephone and Fax Charges	0.00	673.57	0.00	673.57-	0.00
3501-3003	Cellular Phone and Pager Charges	0.00	582.32	0.00	582.32-	0.00
3501-3020	Mileage Reimbursement	0.00	135.01	0.00	135.01-	0.00
3501-3040	Contracted Services	410.32	5,599.36	0.00	5,599.36-	0.00
3501-3115	Taxes and Assessments	0.00	227.38	0.00	227.38-	0.00
3501-3130	Building Supplies, Keys and Repairs	0.00	482.56	0.00	482.56-	0.00
3501-3300	Conference/Training/Education	0.00	468.50	0.00	468.50-	0.00
	NET Account: Expense:	<u>1,702.37</u>	<u>125,345.98</u>	<u>0.00</u>	<u>125,345.98-</u>	<u>0.00</u>
	TOTAL Fund 57500: Administrative Allowance Fund:	1,702.37	125,345.98	0.00	125,345.98-	0.00

For All Revenue, Expense Accounts
 Zero Balance Accounts NOT Included

Transactions Entered From 12/01/2015
 To 12/31/2015

Account	Description	Period Actuals	YTD Actuals	YTD Budget	Variance	% Of Budget
Fund 60500: Non Housing Bond Proceeds						
Account: Revenue						
5001-8201	Services for Other Agencies	0.00	400.00-	0.00	400.00	0.00
	NET Account: Revenue:	0.00	400.00-	0.00	400.00	0.00
Account: Expense						
5001-1010	Salaries - Full-time	0.00	10,905.33	0.00	10,905.33-	0.00
5001-1020	Salaries - Part-time	0.00	784.48	0.00	784.48-	0.00
5001-1040	Salaries - Leave Payout	0.00	2,429.31-	0.00	2,429.31	0.00
5001-2000	Public Employees Retirement System	0.00	2,370.00	0.00	2,370.00-	0.00
5001-2002	Long Term Disability Insurance	0.00	30.73	0.00	30.73-	0.00
5001-2003	Life Insurance Premiums	0.00	7.31	0.00	7.31-	0.00
5001-2004	Worker's Compensation Insurance	0.00	915.71	0.00	915.71-	0.00
5001-2005	Medicare Tax - Employer's Share	0.00	149.63	0.00	149.63-	0.00
5001-2007	Deferred Compensation - Part-time	0.00	29.42	0.00	29.42-	0.00
5001-2008	Deferred Compensation - Full-time	0.00	1,378.79	0.00	1,378.79-	0.00
5001-2009	Unemployment Insurance Premiums	0.00	0.73	0.00	0.73-	0.00
5001-2010	Section 125 Benefit Allow.	0.00	1,288.63	0.00	1,288.63-	0.00
5001-3001	Gas and Electric Utilities	77.61	1,685.82	0.00	1,685.82-	0.00
5001-3002	Telephone and Fax Charges	0.00	124.60	0.00	124.60-	0.00
5001-3040	Contracted Services	0.00	886.43	0.00	886.43-	0.00
5001-3115	Taxes and Assessments	0.00	68.26	0.00	68.26-	0.00
5002-3802	Acquisitions	800.00	1,600.00	0.00	1,600.00-	0.00
5002-3812	Riverwalk Improvement Project	0.00	752.62	0.00	752.62-	0.00
5002-3814	Adell Improvement Project	0.00	8,264.80	0.00	8,264.80-	0.00
5003-3807	Building Development Depot Building	0.00	240.00	0.00	240.00-	0.00
5004-3804	SouthWest Industrial Infract. Study	0.00	707.50	0.00	707.50-	0.00
5012-3810	Traffic Signal-Yosemite and Elm	0.00	6,765.59	0.00	6,765.59-	0.00
	NET Account: Expense:	877.61	36,527.07	0.00	36,527.07-	0.00
	TOTAL Fund 60500: Non Housing Bond Proceeds:	877.61	36,127.07	0.00	36,127.07-	0.00

For All Revenue, Expense Accounts
 Zero Balance Accounts NOT Included

Transactions Entered From 12/01/2015
 To 12/31/2015

Account	Description	Period Actuals	YTD Actuals	YTD Budget	Variance	% Of Budget
Fund 60600: Low/Mod Housing Bond Proceeds						
Account: Expense						
6016-3803	Riverside Villa Subdivision	2,040.00	4,125.00	0.00	4,125.00-	0.00
	NET Account: Expense:	2,040.00	4,125.00	0.00	4,125.00-	0.00
	TOTAL Fund 60600: Low/Mod Housing Bond Proceeds:	2,040.00	4,125.00	0.00	4,125.00-	0.00

For All Revenue, Expense Accounts
 Zero Balance Accounts NOT Included

Transactions Entered From 12/01/2015
 To 12/31/2015

Account	Description	Period Actuals	YTD Actuals	YTD Budget	Variance	% Of Budget
Fund 80400: Debt Service Fund						
Account: Revenue						
4001-8162	Interest Income	0.00	1,798.32	0.00	1,798.32-	0.00
4001-8350	Transfers In	0.00	2,371,196.90-	0.00	2,371,196.90	0.00
	NET Account: Revenue:	0.00	2,369,398.58-	0.00	2,369,398.58	0.00
Account: Expense						
4002-3040	Contracted Services	0.00	1,674.10	0.00	1,674.10-	0.00
4004-3040	Contracted Services	0.00	6,063.30	0.00	6,063.30-	0.00
	NET Account: Expense:	0.00	7,737.40	0.00	7,737.40-	0.00
	TOTAL Fund 80400: Debt Service Fund:	0.00	2,361,661.18-	0.00	2,361,661.18	0.00
	REPORT TOTALS:	16,102.54	1,740,641.07-	0.00	1,740,641.07	0.00

*** End Of Report ***

For All Asset, Liability, Revenue, Expense Accounts
 Zero Balance Accounts NOT Included

Transactions Entered From 12/01/2015
 To 12/31/2015

Account	Description	Period Actuals	YTD Actuals	YTD Budget	Variance	% Of Budget
Dept 414: Community Development - Code Enforcement						
Account: Revenue						
2380-8076	Abandoned Property Registration fees	165.00-	1,980.00-	10,000.00-	8,020.00-	19.80
2380-8203	Background Check Service Fee	50.00-	275.00-	300.00-	25.00-	91.67
2380-8227	Vacant Building Ordinance	0.00	1,350.00-	4,500.00-	3,150.00-	30.00
2380-8228	Graffiti Ordinance	0.00	151.76-	0.00	151.76	0.00
2380-8551	Fines and Penalties for Violations	24,010.00-	232,558.00-	425,000.00-	192,442.00-	54.72
2380-8554	Vehicle Abatement Fee	0.00	0.00	48,000.00-	48,000.00-	0.00
2380-8556	Foreclosure Revenues	2,042.66-	26,235.98-	45,000.00-	18,764.02-	58.30
2380-8657	Miscellaneous Revenue	0.00	217.92-	0.00	217.92	0.00
2380-8659	Refunds and Reimbursements	0.00	245.00-	0.00	245.00	0.00
2380-8682	Collection Recovery-Code Enf.	0.00	0.00	30,000.00-	30,000.00-	0.00
2380-8684	Cost Recovery for Weed Abatement	0.00	1,305.66-	65,000.00-	63,694.34-	2.01
2381-8334	Interfund Charges - CDBG	0.00	0.00	400,000.00-	400,000.00-	0.00
	NET Account: Revenue:	26,267.66-	264,319.32-	1,027,800.00-	763,480.68-	25.72
Account: Expense						
2425-1010	Salaries / Full-time	0.00	168,622.86	528,790.00	360,167.14	31.89
2425-1020	Salaries / Part-time	0.00	44,232.20	119,547.00	75,314.80	37.00
2425-1030	Salaries / Overtime	0.00	1,236.17	0.00	1,236.17-	0.00
2425-1040	Salaries - Leave Payout	0.00	1,798.30	9,241.00	7,442.70	19.46
2425-1050	Salaries / Uniform Pay	0.00	1,500.00	1,000.00	500.00-	150.00
2425-2000	Public Employees Retirement System	0.00	40,836.98	123,696.00	82,859.02	33.01
2425-2002	Long Term Disability Insurance	0.00	609.85	1,786.00	1,176.15	34.15
2425-2003	Life Insurance Premiums	0.00	211.89	593.00	381.11	35.73
2425-2004	Worker's Compensation Insurance	0.00	17,439.23	56,242.00	38,802.77	31.01
2425-2005	Medicare Tax - Employer's Share	0.00	3,171.37	9,959.00	6,787.63	31.84
2425-2007	Deferred Compensation / Part-time	0.00	1,487.27	2,486.00	998.73	59.83
2425-2008	Deferred Compensation / Full-time	0.00	15,856.43	33,573.00	17,716.57	47.23
2425-2009	Unemployment Insurance	0.00	964.94	4,188.00	3,223.06	23.04
2425-2010	Section 125 Benefit Allow.	0.00	55,077.87	172,297.00	117,219.13	31.97
2425-3001	Gas and Electric Utilities	0.00	0.00	11,000.00	11,000.00	0.00
2425-3002	Telephone and Fax Charges	567.36	1,986.24	7,000.00	5,013.76	28.37
2425-3011	Advertising - Bids and Legal Notices	0.00	0.00	1,000.00	1,000.00	0.00
2425-3014	Professional Dues	0.00	0.00	375.00	375.00	0.00
2425-3015	Publications and Subscriptions	234.32	234.32	250.00	15.68	93.73
2425-3016	Office Supplies - Expendable	0.00	900.16	8,000.00	7,099.84	11.25
2425-3018	Postage / Other Mailing Charges	624.99	3,823.14	13,000.00	9,176.86	29.41
2425-3020	Mileage Reimbursement	0.00	0.00	500.00	500.00	0.00
2425-3025	Vehicle Fuel, Supplies & Maintenance	425.40	1,647.17	18,000.00	16,352.83	9.15
2425-3037	Weed Abatement Expense	0.00	721.00	65,000.00	64,279.00	1.11
2425-3040	Contracted Services	4,319.75	15,600.51	104,000.00	88,399.49	15.00
2425-3050	Bad Debt Expense	0.00	12.00-	3,000.00	3,012.00	0.40-
2425-3120	Other Supplies	157.44	3,493.59	23,500.00	20,006.41	14.87
2425-3130	Building Supplies, Keys, Repairs	0.00	74.91	3,000.00	2,925.09	2.50
2425-3138	Tool Replacement Cost	0.00	0.00	1,000.00	1,000.00	0.00
2425-3300	Conference, Training, Education	292.65	517.65	7,000.00	6,482.35	7.40
2425-4002	Interfund Charges - Central Supply	170.22	699.53	600.00	99.53-	116.59
2425-4005	Interfund Charges - Vehicle Repairs	1,624.00	9,750.00	19,494.00	9,744.00	50.02
2425-4007	Interfund Charges - Vehicle Replacem	1,130.00	6,787.00	13,567.00	6,780.00	50.03
2425-4018	Interfund Charges-Computer Maint.	4,703.00	28,229.00	56,447.00	28,218.00	50.01
2425-4020	Interfund Charges - Computer Replace	1,218.00	7,308.00	14,616.00	7,308.00	50.00
2425-6002	Lease Payment	0.00	0.00	7,730.00	7,730.00	0.00
	NET Account: Expense:	15,467.13	434,805.58	1,441,477.00	1,006,671.42	30.16
	TOTAL Dept 414: Community Development - Code Enforcement:	10,800.53-	170,486.26	413,677.00	243,190.74	41.21
	REPORT TOTALS:	10,800.53-	170,486.26	413,677.00	243,190.74	41.21

*** End Of Report ***

REPORT TO THE CITY COUNCIL

MEETING OF: January 13, 2016

AGENDA ITEM NUMBER: 3E

APPROVED BY:


For: Executive Director


Neighborhood Preservation Supervisor

Subject: Activity Report – Code Enforcement Division

Summary: The City Council has identified pro-active code enforcement to be a major priority. We have modified the format in order to provide you and the public with a better understanding of the activity level of the Neighborhood Revitalization Program.

HISTORY/BACKGROUND

Foreclosed properties continue to be a City-wide problem and not limited to individual census tracts. Our focus on these types of vacant buildings continues to dominate our list of priorities. To address such vacancies, our level of activity extends to regular monitoring and inspections, regular issuing of notices and administrative citations to property owner(s) and interested parties and when necessary placing a lien on the property for any continuing violation(s). The goal in this focused effort is to contact the responsible parties, (who in most cases are absentee financial institutions), early in the process, so as to prevent the properties from deterioration and blight, from attracting unauthorized persons into the home, and from health hazards but most of all to help preserve the well being of the neighborhood.

RECOMMENDATION

No action is required.

JET/cm

Attachment:
-Activity Report

REPORT FOR DECEMBER 1 – DECEMBER 31, 2015

Foreclosed Property Activities

	Activity	Amount
1.	Total Foreclosed Property Cases	153
2.	Monitoring (Occupied)	143
3.	Active Cases	10
*4.	Properties Sold this month and/or Closed	7
5.	Properties Registered	3
6.	Citations Issued	4

*Aside from the (4) Foreclosure Properties Sold, there were (3) additional Foreclosure cases closed due to cancellation of foreclosure sales in this month.

Code Enforcement Activities

	Activity	Total for Month	Year to Date (From 7/1/2015)
*1.	Files Opened – <i>Public Nuisance, Zoning, Vacant Building, Substandard Housing</i>	72	545
2.	Files Closed – <i>Public Nuisance, Zoning, Vacant Building, Substandard Housing</i>	80	470
3.	Active Files – <i>Public Nuisance, Zoning, Vacant Building, Substandard Housing</i>	644	N/A
4.	Citations Issued – <i>Public Nuisance, Zoning, Vacant Building, Substandard Housing</i>	28	202
5.	Abandoned Vehicles Tagged (<i>Cases Opened</i>)	75	435
6.	Abandoned Vehicles Towed (<i>Cases Closed</i>)	1	16
7.	Abandoned Vehicles Removed (<i>Cases Closed</i>)	74	400
8.	Active Abandoned Vehicle Files	91	N/A

*Adjustment to remove duplication of item #5.

Anti-Graffiti Activities

*Effective August 15, 2012 Graffiti Abatement Team is operating out of Public Works Department.
Beginning January 1, 2015, Neighborhood Revitalization Department Staff is only tracking Anti-Graffiti efforts.*

	Activity	Total for Month	Year to Date (From 7/1/2015)
1.	Incidences Removed by Empowered Citizens/Property Owners	40	300
2.	Total Number of Empowered Citizens	0	1,833
3.	Public Presentations	1	27
4.	School Presentation (in partnership with MPD and Graffiti Abatement Team)	0	3
5.	Arrests by Madera Police Department	0	1

Accounts Receivables Activities

	Activity	Total for Month	Year to Date (From 7/1/2015)
1.	Fines/Citations, Penalties, and Enforcement Fees <i>Levied</i> For Fiscal Year	\$7,825.00	\$100,200.00
2.	Fines/Citations, Penalties, and Enforcement Fees <i>Collected</i> For Fiscal Year	\$24,010.00	\$232,035.50
3.	Registration Fees for Vacant/Abandoned Buildings and Foreclosed Properties <i>Collected</i> For Fiscal Year	\$165.00	\$3,330.00
4.	Removed for Collections - Fines, Penalties, Citations and Towing Fees sent to Financial Credit Network For Fiscal Year	\$0.00	\$0.00

Small Claims and Lien Activities

Information provided by City Attorney's Office

	Type	No. of files This month	No. of files Ytd.	Amount This month	Amount Year to Date
1.	Small Claims / Intercept Candidates	0	74	\$0.00	\$56,198.34
2.	Lien Confirmations	4	10	\$5,100.00	\$38,256.01
3.	Liens turned over to Assessor	0	0	\$0.00	\$0.00

Files currently being reviewed for appropriate action – 0

REPORT TO THE CITY COUNCIL

MEETING OF: January 13, 2016

AGENDA ITEM NUMBER: 3F

APPROVED BY:


for. Executive Director

Subject: Code Enforcement Funds Collection Report for Period Ending December 31, 2015

Summary: The City Council will be provided with an updated funds collection report.

HISTORY/BACKGROUND

The primary sources for Code Enforcement/Neighborhood Revitalization funding are General Fund, and CDBG funds. Other sources include:

- Foreclosure Registration Fee
- Abandoned Building Registration Fee
- Graffiti Restitution
- Fines and Penalties

Since we have begun recording Notice of Violations on foreclosures, we have experienced a significant increase in revenues from "Fines and Penalties." Revenue increases from "other sources" is illustrated below.

Fiscal Year	Jul	Aug	Sept	Oct	Nov	Dec	Jan	Feb	Mar	Apr	May	June	TOTAL
2010-11	\$ 9,845	\$ 7,980	\$ 5,806	\$ 7,953	\$10,873	\$12,240	\$10,304	\$5,354	\$11,147	\$19,446	\$13,501	\$42,760	\$157,209
2011-12	\$22,646	\$35,955	\$22,782	\$42,900	\$45,553	\$71,297	\$67,720	\$64,524	\$52,238	\$23,612	\$28,641	\$45,809	\$523,678
2012-13	\$33,216	\$36,791	\$24,520	\$56,500	\$61,504	\$62,101	\$60,271	\$76,941	\$70,142	\$61,138	\$66,261	\$22,660	\$632,045
2013-14	\$73,253	\$41,445	\$40,692	\$116,589	\$58,036	\$47,573	\$94,700	\$64,214	\$18,911	\$31,682	\$51,773	\$9,043	\$647,915
2014-15	\$12,262	\$60,675	\$171,037	\$38,146	\$129,213	\$37,074	\$11,836	\$27,967	\$144,602	\$29,078	\$75,658	\$8,867	\$753,645
2015-16	\$27,183	\$83,589	\$2,393	\$88,406	\$34,598	\$26,218							\$262,386

RECOMMENDATION

Report is provided for your information only – no action is required.

**REPORT TO THE CITY COUNCIL AND THE
SUCCESSOR AGENCY
OF THE FORMER MADERA REDEVELOPMENT AGENCY**

BOARD MEETING OF: January 13, 2016
AGENDA ITEM NUMBER: 3G

APPROVED BY:


Neighborhood Outreach Coordinator


For Executive Director

Subject: Update on Neighborhood Outreach Activities.

Summary: The City Council has identified pro-active neighborhood outreach to be a major priority. This is a brief report outlining the activities of the Neighborhood Watch Program and other pertinent outreach activities.

History/Background:

The purpose of this report is to provide the City Council a monthly update for the month of October and November on projects and tasks undertaken by the Neighborhood Outreach team:

- Saleh Alhomed, Neighborhood Outreach Coordinator, full-time employee.
- Yuliana Franco, Neighborhood Outreach Consultant, part-time employee (29hrs/week).
- Christina Herrera, Neighborhood Outreach Assistant, full-time employee.

I. National Night Out (NNO) follow-up

- a. A neighborhood watch leaders meeting is scheduled for Thursday, January 14, 2016.
- b. We have personally delivered invitations to our leaders and got to reconnect with them.
- c. We will seek the leaders' inputs and feedback on the previous year's NNO
- d. The Neighborhood Outreach staff will incorporate the leaders' feedback to improve next year's NNO and prepare the Involvement Committee for it.

II. National Night Out Special Award

- a. The City of Madera has been selected as a National Award Winner for its outstanding participation in the 32nd Annual National Night Out. It was ranked 35th in our category nationwide.
- b. We received the award today, Tuesday, January 05, 2016. It will be presented to the City Council.

III. Neighborhood Meetings:

- a. December's Meetings

- i. December's neighborhood watch meetings (calendar sent out to the Mayor and the Council members)
 - 1. Date: Monday, December 07, 2015; Location: Persimmons neighborhood playground; Time: 6 P.M. – 7 P.M.

b. Upcoming Meetings

- i. January neighborhood watch meetings (what is thus far scheduled)
 - 1. None have been scheduled.

IV. Outreach Activities:

- a. None were scheduled for December.

V. Established Community Partnerships:

- a. Community Partnership November meeting:
 - i. Ten (10) public, private, and non-profit agencies' representatives attended: Madera Coalition, WIC, Madera County Library, California Rural Legal Assistance, and MUSD;
 - ii. We introduced an application called "asana", which will be used as a platform for interagency cooperation and collaboration on events scheduling and to inform residents of ongoing events and services in the City.
 - iii. Currently organizing our first resource event for January 28th in collaboration with the Madera Coalition for Community Justice.
- b. Parents for Students Success Project
 - i. Our agency is coordinating with David Hernandez, the MUSD Community Service Director, to support him with recruiting parents to volunteer at our targeted elementary schools: Sierra Vista, James Monroe, and Millview. The objective of this project is to improve students' academic performance, including reading and writing skills, through parental engagement. Surveys were conducted at the three schools from December 9th through December 11th. We will use the findings to develop ways to engage parents.
- c. Residents Engagement Study Group
 - i. Community members, public officials, and faith-based representatives met on October 1, 2015, November 5, 2015, to discuss ways to enhance residents' public engagement for the betterment of our City. The group is still at the brainstorming phase.
- d. SCORE
 - i. Score is a non-profit organization that provides business counseling to American small businesses. They hosted their meeting on October 8, 2015 and October 28, 2015 in the Successor Agency's Conference Room. The organizers want to recruit retired business leaders in the City of Madera to provide counseling to small businesses in Madera.
- e. Madera Downtown Association
 - i. The outreach staff walked downtown the week of the meeting on October 21, 2015 and November 19, 2015 to encourage merchants to attend the monthly meetings and express their ideas to help increase commercial activities and foot traffic in downtown. It has helped increase merchants participation and our staff are currently working with the Madera Police Department, the association's board members, and merchants to address some of their concerns and to implement some of the ideas the group agreed upon during the meetings. To this day, we are still working with them to fulfill the above objectives.

VISION 2025 LINKAGE

These items are compatible with the objectives and goals set forth in the Vision Madera 2025 Action Plan.

RECOMMENDATION

This report is merely informational. No action is required.

**REPORT TO THE CITY COUNCIL AND THE
SUCCESSOR AGENCY
OF THE FORMER MADERA REDEVELOPMENT AGENCY**

BOARD MEETING OF: January 13, 2016
AGENDA ITEM NUMBER: 4A

APPROVED BY:



For Executive Director

Subject: Consideration of a Resolution Adopting the Madera Recognized Obligation Payment Schedule (ROPS) 16-17 Representing the Period July 1, 2016 to June 30, 2017

Summary: The Successor Agency will consider a resolution approving the Recognized Obligation Payment Schedule (ROPS) 16-17 for the period July 1, 2016 to June 30, 2017

HISTORY/BACKGROUND

Pursuant to HSC section 34177 (o) (1), commencing with the ROPS covering the period from July 1, 2016 to June 30, 2017 and thereafter, agencies shall submit an OB approved annual ROPS to Finance and the CAC by February 1, 2016 and each February 1 thereafter. Finance will make its determination by April 15, 2016, and each April 15 thereafter.

During the prior ROPS 13-14 A period we received our "Finding of Completion". Per H&S code section 34193.3 C(2)(A) the Finding of Completion allows the Successor Agency to proceed with the expenditure of bond funds in a manner that is consistent with our covenants. We also have received approval of our Long Range Property Management Plan.

SITUATION

Per AB 1484 H&S Code Section 34176(g)(1)(A) the Successor Housing Agency has notified the Successor Agency that funding would be needed for the following:

- 1) Riverside Villas – Relocate storm drainage line and make lot line adjustments.
- 2) Riverwalk Subdivision – Construct Riverwalk Drive between A and C Streets – Initiate negotiations for the church, Cappelluti, and Gee properties.
- 3) Hunter Property/Adelaide subdivision – project design and development

These projects will count towards addressing our replacement housing obligations. Other projects included in the ROPS are as follows:

<u>Project</u>	<u>Funding Source</u>
1) Yosemite/Elm Signal	Bond Proceeds
2) Avenue 16 Linear Park	Bond Proceeds
3) Riverwalk Street Improvements	Bond Proceeds
4) Riverside Villas Storm Drainage	Bond Proceeds
5) 5 E. Yosemite Rehab	Bond Proceeds
6) Southwest Industrial Park Master Plan	Bond Proceeds

RECOMMENDATION

Staff recommends the Successor Agency adopt the resolution approving the Madera Recognized Obligation Payment Schedule 16-17 representing the period July 1, 2016 to June 30, 2017.

JET:cm

Attachments:

- Resolution (Agency)
- ROPS

RESOLUTION NO. SA 16-XX

RESOLUTION OF THE CITY COUNCIL OF THE CITY OF MADERA AS THE SUCCESSOR AGENCY OF THE FORMER MADERA REDEVELOPMENT AGENCY OF THE CITY OF MADERA, ADOPTING THE RECOGNIZED OBLIGATION PAYMENT SCHEDULE (ROPS) 16-17 PURSUANT TO SECTION 34177 OF THE CALIFORNIA HEALTH AND SAFETY CODE FOR FISCAL YEAR 2016-2017 FOR THE PERIOD JULY 1, 2016 THROUGH JUNE 30, 2017

WHEREAS, in connection with the approval and adoption of the State Budget for Fiscal Year 2011-2012, the California Legislature adopted, and the Governor signed, ABx1 26 (the “Dissolution Act”), which, after the California Supreme Court’s ruling on December 29, 2011, has had the effect of dissolving all redevelopment agencies in the State of California; and

WHEREAS, the City of Madera has accepted the designation as the Successor Agency (“Agency”) as that term is defined in the Dissolution Act, which has been authorized to wind down the business of the former Madera Redevelopment Agency; and

WHEREAS, Section 34177 (a)(1) of the California Health and Safety Code (added by the Dissolution Act) required that each redevelopment agency adopt an Recognized Obligation Payment Schedule (ROPS) for payments the redevelopment agency was obligated to make; and

WHEREAS, Section 34177(o) (1) of the California Health and Safety Code requires the Agency to prepare the Recognized Obligation Payment Schedule (ROPS) in a format provided for by the Department of Finance for the approval of the Oversight Board and Department of Finance; and

WHEREAS, the Agency reserves the right pursuant to HSC section 34177 (o) (1) (E) to amend the Recognized Obligation Payment Schedule (ROPS) for approved enforceable obligations as needed and is due to Finance no later than October 1.

NOW, THEREFORE the City Council of the City of Madera as the Successor Agency to the former Madera Redevelopment Agency of the City of Madera hereby finds, determines, resolves and orders as follows:

1. The recitals listed above are true and correct.
2. The Agency hereby approves and adopts the Recognized Obligation Payment Schedule

16-17 for the period July 1, 2016 through June 30, 2017 attached hereto as Exhibit A.

3. The Agency authorizes and directs the Executive Director to:

(a) Present a copy of the adopted Recognized Obligation Payment Schedule 16-17 for the period July 1, 2016 through June 30, 2017 to the Oversight Board for approval.

(b) Transmit a copy of the adopted Recognized Obligation Payment Schedule 16-17 for the period July 1, 2016 through June 30, 2017 by mail or electronic means to the State Department of Finance, the State Controller, Madera County Administrator and Madera County Auditor-Controller.

(c) Post the Recognized Obligation Payment Schedule 16-17 for the period July 1, 2016 through June 30, 2017 on the City's website.

4. The Agency designates its Executive Director as the individual to whom the Department of Finance may make requests for information and who shall provide the department with his telephone number and email address for purposes of communication.

5. This resolution is effective immediately upon adoption.

* * * * *

Recognized Obligation Payment Schedule (ROPS 16-17) - Summary

Filed for the July 1, 2016 through June 30, 2017 Period

Successor Agency: Madera City
 County: Madera

Current Period Requested Funding for Enforceable Obligations (ROPS Detail)	16-17A Total	16-17B Total	ROPS 16-17 Total
Enforceable Obligations Funded with Non-Redevelopment Property Tax Trust Fund (RPTTF) Funding Sources (B+C+D):			
A	\$ 6,618,645	\$ 127,000	\$ 6,745,645
B Bond Proceeds Funding	5,970,190	127,000	6,097,190
C Reserve Balance Funding	648,455	-	648,455
D Other Funding	-	-	-
E Enforceable Obligations Funded with RPTTF Funding (F+G):	\$ 1,901,545	\$ 1,977,751	\$ 3,879,296
F Non-Administrative Costs	1,776,545	1,852,751	3,629,296
G Administrative Costs	125,000	125,000	250,000
H Current Period Enforceable Obligations (A+E):	\$ 8,520,190	\$ 2,104,751	\$ 10,624,941

Certification of Oversight Board Chairman:
 Pursuant to Section 34177 (o) of the Health and Safety code, I hereby certify that the above is a true and accurate Recognized Obligation Payment Schedule for the above named successor agency.

 Name Title

/s/ _____
 Signature Date

Madera City Recognized Obligation Payment Schedule (ROPS 16-17) - Report of Cash Balances
(Report Amounts in Whole Dollars)

Pursuant to Health and Safety Code section 34177 (l), Redevelopment Property Tax Trust Fund (RPTTF) may be listed as a source of payment on the ROPS, but only to the extent no other funding source is available or when payment from property tax revenues is required by an enforceable obligation. For tips on how to complete the Report of Cash Balances Form, see [CASH BALANCE TIPS SHEET](#).

A	B	C	D	E	F	G	H	I	
		Fund Sources							
		Bond Proceeds		Reserve Balance		Other	RPTTF		
	Cash Balance Information by ROPS Period	Bonds issued on or before 12/31/10	Bonds issued on or after 01/01/11	Prior ROPS period balances and DDR RPTTF balances retained	Prior ROPS RPTTF distributed as reserve for future period(s)	Rent, grants, interest, etc.	Non-Admin and Admin	Comments	
ROPS 15-16A Actuals (07/01/15 - 12/31/15)									
1	Beginning Available Cash Balance (Actual 07/01/15)	10,494,426			621,940		22,929	22,929 PPA 14-15A&B	
2	Revenue/Income (Actual 12/31/15) RPTTF amounts should tie to the ROPS 15-16A distribution from the County Auditor-Controller during June 2015						1,893,696		
3	Expenditures for ROPS 15-16A Enforceable Obligations (Actual 12/31/15)	40,998			621,940		1,881,994		
4	Retention of Available Cash Balance (Actual 12/31/15) RPTTF amount retained should only include the amounts distributed as reserve for future period(s)	3,433,487							
5	ROPS 15-16A RPTTF Balances Remaining	No entry required							
6	Ending Actual Available Cash Balance C to G = (1 + 2 - 3 - 4), H = (1 + 2 - 3 - 4 - 5)	\$ 7,019,941	\$ -	\$ -	\$ -	\$ -	\$ 34,631		
ROPS 15-16B Estimate (01/01/16 - 06/30/16)									
7	Beginning Available Cash Balance (Actual 01/01/16) (C, D, E, G = 4 + 6, F = H4 + F4 + F6, and H = 5 + 6)	\$ 10,453,428	\$ -	\$ -	\$ -	\$ -	\$ 34,631		
8	Revenue/Income (Estimate 06/30/16) RPTTF amounts should tie to the ROPS 15-16B distribution from the County Auditor-Controller during January 2016						1,971,930		
9	Expenditures for ROPS 15-16B Enforceable Obligations (Estimate 06/30/16)	2,108,600					1,323,475		
10	Retention of Available Cash Balance (Estimate 06/30/16) RPTTF amount retained should only include the amounts distributed as reserve for future period(s)						648,455		
11	Ending Estimated Available Cash Balance (7 + 8 - 9 - 10)	\$ 8,344,828	\$ -	\$ -	\$ -	\$ -	\$ 34,631		

Madera City Recognized Obligation Payment Schedule (ROPS 16-17) - ROPS Detail

July 1, 2016 through June 30, 2017

(Report Amounts in Whole Dollars)

A	B	C	D	E	F	G	H	I	J	K	16-17A					16-17B					W									
											L	M	N	O	P	Q	R	S	T	U		V								
																							Non-Redevelopment Property Tax Trust Fund (Non-RPTTF)		RPTTF		Non-Redevelopment Property Tax Trust Fund (Non-RPTTF)		RPTTF	
																							Bond Proceeds	Reserve Balance	Other Funds	Non-Admin	Admin	Bond Proceeds	Reserve Balance	Other Funds
Item #	Project Name/Debt Obligation	Obligation Type	Contract/Agreement Execution Date	Contract/Agreement Termination Date	Payee	Description/Project Scope	Project Area	Total Outstanding Debt or Obligation	Retired	ROPS 16-17 Total	Bond Proceeds	Reserve Balance	Other Funds	Non-Admin	Admin	16-17A Total	Bond Proceeds	Reserve Balance	Other Funds	Non-Admin	Admin	16-17B Total								
1	1998 Tax Allocation Bond	Bonds Issued On or Before	10/7/1998	10/7/2028	BNYMellon	Bonds issue to fund RDA projects		\$ 8,442,857	N	\$ 407,000	\$ 5,970,190	\$ 648,455	\$ -	\$ 1,776,545	\$ 125,000	\$ 8,520,190	\$ 127,000	\$ -	\$ -	\$ 1,852,751	\$ 125,000	\$ 2,104,751								
2	2003 Tax Allocation Bond	Bonds Issued On or Before	10/30/2003	10/30/2033	BNYMellon	Bonds issue to fund RDA projects		22,801,790	N	\$ 1,298,000		648,455		309,545		\$ 958,000				132,000		\$ 340,000								
3	2008A Tax Allocation Bond	Bonds Issued On or Before	9/10/2008	9/10/2038	BNYMellon	Bonds issue to fund non-housing projects		43,307,089	N	\$ 1,591,000				997,000		\$ 997,000				594,000		\$ 594,000								
4	2008B Tax Allocation Bond	Bonds Issued On or Before	9/10/2008	9/10/2038	BNYMellon	Bonds issue to fund housing projects		6,203,093	N	\$ 264,000				175,000		\$ 175,000				89,000		\$ 89,000								
5	BNYMT Trustee fees 1998 Series, continuing disclosure requirements	Fees	10/7/1998	10/7/2028	BNYMellon, Cal Muni, Ornick	Trustee Fees, Disclosure Rpt, Bond Council		47,500	N	\$ 10,000				5,000		\$ 5,000				5,000		\$ 5,000								
6	BNYMT Trustee fees 2003 Series, continuing disclosure requirements	Fees	10/30/2003	10/30/2033	BNYMellon, Cal Muni, Ornick	Trustee Fees, Disclosure Rpt, Bond Council		62,100	N	\$ 10,000				5,000		\$ 5,000				5,000		\$ 5,000								
7	BNYMT Trustee fees 2008 Series & Arbitrage, continue disclosure requirements	Fees	9/10/2008	9/10/2038	BNYMellon, Cal Muni, Ornick	Trustee Fees, Disclosure Rpt, Bond Council		181,100	N	\$ 20,000				10,000		\$ 10,000				10,000		\$ 10,000								
21	Property Management	Property Maintenance	2/1/2008	9/10/2038	Personnel Staff	Facility and Lot maintenance		110,000	N	\$ 2,500	1,000					\$ 1,000	1,500					\$ 1,500								
27	Commercial Property Liquidation	Property Dispositions	2/1/2008	9/10/2038	William J. Glover Real Estate Appraiser Peter Cooper MAI Other as required	Commercial Properties			Y	\$ -						\$ -						\$ -								
31	Herbicide Property Maintenance	Property Maintenance	2/1/2008	9/10/2038	Western Ag & Turf Target Specialty Products Crop Production Services Ewing Irrigation, Ewing	Weed Control on SA properties		14,000	N	\$ 2,500	1,000					\$ 1,000	1,500					\$ 1,500								
38	Riverside Villas	Improvement/Infrastructure	3/24/2011	9/10/2038	Harbison International - Engineering Design	Storm drainage		400,000	N	\$ 400,000	400,000					\$ 400,000						\$ -								
43	Avenue 16 Landscape Project	Improvement/Infrastructure	10/11/2006	9/10/2038	Payee not listed	\$138,800 Expensed to Date		250,000	N	\$ 165,000	165,000					\$ 165,000						\$ -								
48	Southwest Industrial Park Master Plan	Professional Services	9/9/2009	9/10/2038	NorthStar PO 661	Master Plan Traffic Circulation-SW Madera Industrial Area (Agmt \$136,629 + 10% Contingency-\$13,629)		135,000	N	\$ 70,000	70,000					\$ 70,000						\$ -								
54	SA Admin Costs	Admin Costs	1/1/2012	9/10/2038	Successor Agency	Administrative Costs		6,000,000	N	\$ 250,000					125,000	\$ 125,000					125,000	\$ 125,000								
58	Adell Imp Project	Improvement/Infrastructure	3/11/2009	9/10/2038	Quad Knopf PO 663	Engineering/Surveying - Adell Improvement Project (Contract for \$128,120 + 10% - \$140,900.CO \$5,150) Proj No. 90058			Y	\$ -						\$ -						\$ -								
61	Canal Relocation	Improvement/Infrastructure	10/14/2009	9/10/2038	Quad Knopf PO 662	Eng Srv - Relocation of MID Canal between 7th & E Streets relocating to Clinton ROW Proj No. 90222			Y	\$ -						\$ -						\$ -								
62	Laurel Linear Park	Improvement/Infrastructure	10/14/2009	9/10/2038	Blair, Church & Flynn	Eng Srv-Sunset/Laurel/Riverview Linear Park Project- No. 209-0326			Y	\$ -						\$ -						\$ -								
66	Riverwalk Subdivision	Improvement/Infrastructure	1/15/2014	9/10/2038	Blair Church & Flynn - Eng Design & Contractor per RFP	\$5,135,000 Expensed to Date		1,233,600	N	\$ 1,233,600	1,233,600					\$ 1,233,600						\$ -								
67	Riverwalk Subdivision	Improvement/Infrastructure	1/15/2014	9/10/2038	Waiting for response from RFP	Property Acquisition		360,000	N	\$ -						\$ -							\$ -							
70	Central Madera Street Project	Improvement/Infrastructure	1/14/2009	9/10/2038	Blair, Church & Flynn PO 660	Eng/Design - central Madera Residential District Proj No. 208-0541		80,000	N	\$ 35,910	35,910					\$ 35,910						\$ -								
75	Project Operations	Project Management Costs	1/1/2012	9/10/2038	Various Vendors	Contract Services		75,000	N	\$ 40,000	20,000					\$ 20,000	20,000					\$ 20,000								
76	Project Operations	Project Management Costs	1/1/2012	9/10/2038	Various Vendors	Utilities, PG&E applictn, Consultants		60,000	N	\$ 12,000	6,000					\$ 6,000	6,000					\$ 6,000								
77	Project Operations	Project Management Costs	1/1/2012	9/10/2038	Various Vendors	Consultants, Professionals		20,000	N	\$ 12,000	6,000					\$ 6,000	6,000					\$ 6,000								
78	Project Operations	Project Management Costs	1/1/2012	9/10/2038	Various Vendors	Other Materials, Supplies		38,000	N	\$ 24,000	12,000					\$ 12,000	12,000					\$ 12,000								
82	Eim & Yosemite Traffic Signal	Improvement/Infrastructure	6/14/2009	9/10/2038	Payee not listed	Traffic signal installation - State Route 145		583,000	N	\$ 583,000	583,000					\$ 583,000						\$ -								
83	SA Project Employee Cost	Project Management Costs	1/1/2012	9/10/2038	Personnel Staff	Project Management		358,000	N	\$ 160,000	80,000					\$ 80,000	80,000					\$ 80,000								
85	Property Maintenance 428 Yosemite	Property Maintenance	1/1/2012	9/10/2038	Various Vendors	Property Maintenance 428 Yosemite		48,000	N	\$ -						\$ -						\$ -								
86	Property Maintenance 120 N. E. St.	Property Maintenance	1/1/2012	9/10/2038	Various Vendors	Property Maintenance 128 N E St		135,000	N	\$ -						\$ -						\$ -								
95	Property Maintenance 5 E. Yosemite	Property Maintenance	1/1/2012	9/10/2038	Various Vendors	Property Maintenance 5 E Yosemite		133,000	N	\$ -						\$ -						\$ -								
150	Remodel 5 E. Yosemite	Improvement/Infrastructure	7/30/2014	10/30/2014	SIM Construction Design, unknown construction contractor	Restore for continued transient use as permitted in grant agmt		400,000	N	\$ 350,000	350,000					\$ 350,000						\$ -								
152	Carry forward for next period Debt service	Reserves	9/15/2014	9/1/2015	BNYMellon	Debt Service		15,588,273	N	\$ 677,751						\$ -				677,751		\$ 677,751								
153	Knox Stinson streetlight project	Improvement/Infrastructure	2/1/2015	6/30/2015	unknown	Final Phase of Streetlight project			Y	\$ -						\$ -						\$ -								
154	Adelaide Subdivision	Professional Services	6/10/2015	6/30/2017	Blair Church & Flynn	Engineering and design services		85,000	N	\$ 85,000	85,000					\$ 85,000						\$ -								
155	Adelaide Subdivision	Improvement/Infrastructure	1/15/2016	6/30/2017	unknown	Demolition of existing structure and lot clearing		80,000	N	\$ 80,000	80,000					\$ 80,000						\$ -								
156	Adelaide Subdivision	Improvement/Infrastructure	1/15/2016	6/30/2017	unknown	Construction of infrastructure		451,680	N	\$ 451,680	451,680					\$ 451,680						\$ -								
157	Adell Street Imp Project	Improvement/Infrastructure	6/15/2016	6/30/2017	unknown	Street Improvements		2,390,000	N	\$ 2,390,000	2,390,000					\$ 2,390,000						\$ -								
158									N	\$ -						\$ -							\$ -							
159									N	\$ -						\$ -							\$ -							
160									N	\$ -						\$ -							\$ -							
161									N	\$ -						\$ -							\$ -							
162									N	\$ -						\$ -							\$ -							
163									N	\$ -						\$ -							\$ -							
164									N	\$ -						\$ -							\$ -							
165									N	\$ -						\$ -							\$ -							
166									N	\$ -						\$ -							\$ -							
167									N	\$ -						\$ -							\$ -							
168									N	\$ -						\$ -							\$ -							
169									N	\$ -						\$ -							\$ -							
170									N	\$ -						\$ -							\$ -							
171									N	\$ -						\$ -							\$ -							
172									N	\$ -						\$ -							\$ -							
173									N	\$ -						\$ -							\$ -							

**REPORT TO THE CITY COUNCIL AND THE
SUCCESSOR AGENCY
OF THE FORMER MADERA REDEVELOPMENT AGENCY**

BOARD MEETING OF: January 13, 2016
AGENDA ITEM NUMBER: 4B

APPROVED BY:


for Executive Director

Subject: Consideration of a Resolution Approving the Administrative Budget of the Successor Agency for the Period July 1, 2016 – June 30, 2017

Summary: The Successor Agency will consider a resolution approving the Administrative Budget of the Successor Agency for the period July 1, 2016 – June 30, 2017

HISTORY/BACKGROUND

ABx126 and AB1484 provide for an administrative cost allowance funded from property tax to pay for certain costs incurred for winding down the affairs of redevelopment agencies. We are limited to \$250,000.00 per year. Administrative costs are allocated to both the property tax administrative allowance and project bond funds.

Administrative costs are those necessary to carry out enforceable obligations. Additionally, the dissolution legislation created a number of new reporting requirements.

RECOMMENDATION

Staff recommends the Successor Agency adopt the resolution approving the Administrative Budget for the period July 1, 2016 – June 30, 2017

JET:cm

Attachment:

- Resolution (Agency)
- Administrative Budget

RESOLUTION NO. SA 16-XX

RESOLUTION OF THE CITY COUNCIL OF THE CITY OF MADERA AS THE SUCCESSOR AGENCY TO THE FORMER MADERA REDEVELOPMENT AGENCY OF THE CITY OF MADERA, APPROVING THE SUCCESSOR AGENCY ADMINISTRATIVE BUDGET FOR JULY 1, 2016 THROUGH JUNE 30, 2017

WHEREAS, in connection with the approval and adoption of the State Budget for Fiscal Year 2011-2012, the California Legislature adopted, and the Governor signed, ABx1 26 (the "Dissolution Act"), which, after the California Supreme Court's ruling on December 29, 2011, has had the effect of dissolving all redevelopment agencies in the State of California; and

WHEREAS, the City of Madera has accepted the designation as the Successor Agency ("Agency") as that term is defined in the Dissolution Act, which has been authorized to wind down the business of the former Madera Redevelopment Agency; and

WHEREAS, Section 34177(j) of the California Health and Safety Code (added by the Dissolution Act) requires the Agency to prepare and approve an Administrative Budget for administrative costs of the Agency for the upcoming fiscal year as provided in Section 34177 and submit to the Oversight Board for its approval.

NOW, THEREFORE the City Council of the City of Madera as the Successor Agency to the former Madera Redevelopment Agency of the City of Madera hereby finds, determines, resolves and orders as follows:

1. The recitals listed above are true and correct.
2. The Agency hereby approves the Administrative Budget for administrative costs for the period July 1, 2016 through June 30, 2017 attached hereto as Exhibit A.
3. The Agency authorizes and directs the Executive Director to:
 - (a) Present a copy of the Administrative Budget for administrative costs for the period July 1, 2016 through June 30, 2017 to the Oversight Board for approval.

(b) Upon approval of the Oversight Board, transmit a copy of the Administrative Budget for administrative costs for the period July 1, 2016 through June 30, 2017 by mail or electronic means to the Madera County Auditor-Controller.

4. This resolution is effective immediately upon adoption.

* * * * *

EXHIBIT A

SUCCESSOR AGENCY OF THE FORMER MADERA REDEVELOPMENT AGENCY
Administrative Budget FY 2016-17
(July 1, 2016 to June 30, 2017)


	<u>RPTTF</u>	<u>Bond</u>	<u>TOTAL</u>
Salaries & Benefits	\$ 196,400	\$ 160,000	\$ 356,400
M&O	<u>53,600</u>	<u>88,000</u>	<u>141,600</u>
TOTAL	<u>\$ 250,000</u>	<u>\$ 248,000</u>	<u>\$ 498,000</u>

REPORT TO THE CITY COUNCIL

BOARD MEETING OF: January 13, 2016

AGENDA ITEM NUMBER: 4C

APPROVED BY:


for Executive Director

Subject: Update on 2015 National Night Out by Neighborhood Outreach Program

SUMMARY

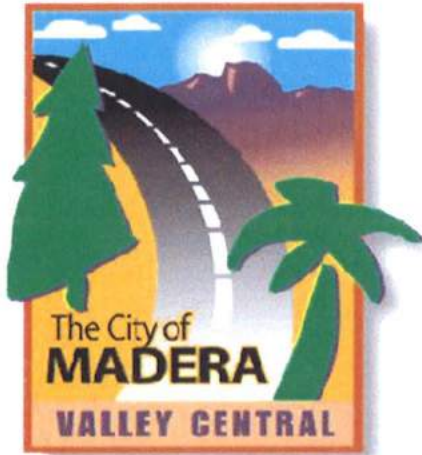
The City Council will be provided with an update on National Night Out held on August 4, 2015.

RECOMMENDATION

Information only.

JET:cm

Attachment:
None



REPORT TO CITY COUNCIL

MEETING DATE: January 13, 2016

AGENDA ITEM NUMBER: 4D

Approved By:

PUBLIC WORKS DIRECTOR

CITY ADMINISTRATOR

SUBJECT: Update on the Proposal Submitted by Triton Flight For Heroes, Inc. to Conduct an Airshow at the Madera Municipal Airport

And

Consideration of a Resolution Approving a Revocable Use Permit to Triton Flight for Heroes, Inc. to Conduct an Airshow at the Madera Municipal Airport and Authorizing the Mayor to Execute the Permit on Behalf of the City.

RECOMMENDATION: Staff recommends Council consider approval of a resolution for a Revocable Use Permit to Triton Flight For Heroes, Inc. for the purpose of conducting an airshow at the Madera Municipal Airport.

SUMMARY: The Council previously considered this item during the January 6th meeting at which time additional information was requested. Council asked Triton to consider partnering with a local charity or other Veteran's charity in sharing a percentage of the proceeds, and for more information on the County's specific contribution to the event. Attached is correspondence from Triton responding to the request to consider participating with a local charity or other Veteran's charity.

With regard to a potential contribution from the County, City Staff met with Robert Jeffers, staff to Supervisor Farinelli, who was assigned by the County Administrator to coordinate with the City on the Airshow. The County had not yet been able to confirm the County's specific contributions, though several suggestions for what they might consider contributing were provided. The Sheriff has been asked to contact the Police Chief directly to discuss the use of officers, etc. It was also suggested that they speak with Triton about specific event needs that the County might fulfill.

At the time of drafting this report, an initial commitment of four Sheriff's Officers each day of the event was being proposed by the Sheriff's Office with other County Department's specification of contributions still pending. The Sheriff's Officers would reduce the City's obligation by \$8,000. It is anticipated that more information regarding additional County contributions of services may be available by the time of the meeting.

As previously described, on December 2, 2015, Triton Flight for Heroes, Inc. requested approval from the City Council for use of the Airport and donation of in-kind City services to bring an airshow back to the City of Madera. The proposed scheduling for the event will be May 21-22, 2016 and is designed as a fundraiser for Triton Flight For Heroes, Inc. City Council directed staff to meet with organizer Joe Conway in order to determine the amount of the requested in-kind support needed for the airshow as well as requesting a revenue projection report and business plan from Triton Flight For Heroes. During the Council deliberation of the mater at the January 6th meeting Council asked Triton to consider partnering with a local charity or other Veteran’s charity, and for more information on the County’s specific contribution to the event.

DISCUSSION: City Staff met with Triton Flight For Heroes, Inc. in order to try and define the type and level of services necessary to support the proposed airshow. These services, together with other logistical elements for the event, have been incorporated into a Revocable Use Permit that the Council may approve if it wishes to authorize the contribution of city services and allow the event to go forward as proposed. The Revocable Use Permit is consistent with past permits issued for previous airshows at the Madera Municipal Airport. The permit also defines the City’s available in-kind contribution and the event organizer’s terms and conditions to operate an airshow event at the airport. The permit requires Triton to provide a specific five million dollar liability insurance policy naming the City as an additional insured.

The runway will be closed to public air traffic during the flying portions of the Airshow (4-6 Hrs per day) and some portions of the aprons and taxi ways will be restricted during the two days of the show and a day prior. Notice to Airmen alerts will be issued in advance. As a result of the advanced notice, the restrictions caused by the airshow should not cause significant interruptions.

As requested by the City Council, Triton Flight For Heroes, Inc. has provided the City with a proposed budget and proposed revenue statement, and business plan which are attached to this report for your review. However, staff is still waiting on a business plan for the event as requested by Council.

After reviewing these materials and speaking with the organizer, Staff quantified the type and level of in-kind services that the City has the capacity to provide, based on an estimated 10,000 spectators attending per day. The estimated value of each service is based on the applicable rate provided by each department.

The anticipated value for the City’s in-kind services is outlined below:

Madera Police Support	6 Officers per day (2 days)	\$ 12,000
Fire Engine Standby	Engine (3 days)	\$ 2,900
Fire Engine Personnel	3 man crew (3 days)	\$ 4,000
Parking Barricades	Loan of existing City Barricades	\$ 1,500
Public Works and Parks Staff	6 PW Staff + 6 Parks Staff (2 days)	\$ 8,000
Waiver of Fees	Special Event & Encroachment Permits	\$ 600
Refuse Services	Containers and disposal	\$ 500
Street Sweeping	10 Hrs @ \$197 Hr.	\$ 1,970
Dust Control & Grading	For exterior parking area	\$ 500
<u>City Administrative Processing</u>	<u>30 Hrs</u>	<u>\$ 5,000</u>
Total Value		\$ 36,970

Madera County has agreed in principal to support the event as well. However, City staff has only received preliminary information of 4 Sheriff's Deputy per day being offered. The Sheriff's Officers will reduce the City's contribution of 10 Officers to 6; reducing costs by \$8,000. Additional information about other County services that will be offered to the event is anticipated to become solidified in the next few days and brought to the County Board of Supervisors on the 20th.

The potential City contribution as described above includes only those services that the City can provide directly. Staff does not recommend that the City provide a cash dispersal or assumption of responsibilities that will require payments to third parties. Additional services that the event organizer requested, but the City cannot provide directly, include: Ambulance/EMS Personnel, overnight private security, traffic control/signage (Alert-o-Lite was used during previous events), and any State or County permit fee waivers. These services are not within the City's normal business plan nor does the City have the ability to provide them with existing resources.

FINANCIAL IMPACT: The total cost for in kind support as defined in this report is \$44,970. Much of these costs will be absorbed within existing budgets. Adjustments will be made during the midyear budget adjustment process where additional overtime or extra help expenses may require additional budget appropriations. The funding source would be a transfer from the City's unallocated/unreserved fund balance position to the affected accounts. This in-kind contribution is a request for additional General Fund allocation. There is not an identified source of budgeted funds available to fund this request.

VISIONING: This action is consistent with:

Action 202.2 Continue the expansion and promotion of multi-cultural and community based programs offered through Parks and Community Services.

Action 317.4 Develop and encourage gatherings, festivals and events such as the Friday Farmers Market in Courthouse Park and Downtown.

RESOLUTION No. _____

RESOLUTION APPROVING A REVOCABLE USE PERMIT TO TRITON FLIGHT FOR HEROES, INC. TO CONDUCT AN AIRSHOW AT THE MADERA MUNICIPAL AIRPORT AND AUTHORIZING THE MAYOR TO EXECUTE THE AGREEMENT ON BEHALF OF THE CITY.

WHEREAS, Triton Flight For Heroes, Inc. (Organizer) has requested a Revocable Use Permit and in-kind support from the City of Madera (City) in order to conduct an airshow at the Madera Municipal Airport; and

WHEREAS, the City is desirous of an airshow being conducted at the Madera Municipal Airport; and

WHEREAS, The City and Organizer have prepared a Revocable Use Permit agreement with terms satisfactory to both parties.

NOW, THEREFORE, THE COUNCIL OF THE CITY OF MADERA hereby resolves, finds, determines and orders as follows:

1. The above recitals are true and correct.
2. The Agreement for a Revocable Use Permit, to conduct an airshow at the Madera Municipal Airport, a copy of which is on file in the office of the City Clerk and referred to for particular, is approved.
3. The Mayor is authorized to execute the Agreement on behalf of the City of Madera
4. This resolution is effective immediately upon adoption.

CITY OF MADERA
MADERA MUNICIPAL AIRPORT
REVOCABLE USE PERMIT
TRITON FLIGHT FOR HEROES, INC.
MAY 20-22, 2016

Revocable permission is hereby granted to **TRITON FLIGHT FOR HEROES, INC.** (herein Permittee) to use the Madera Municipal Airport for the purpose of conducting the Madera 2016 Air Show.

1. **DATES:** May 20-22, 2016
2. **RENTAL:** The rental fee for use of the Madera Municipal Airport during the above dates shall be One Dollar (\$1.00). City of Madera will not participate in any loss incurred by Permittee as a result of the event. The fee for the use of the airport shall be deemed to include required fees for Permittee and all concessions. The fee is due and payable on or before April 22, 2016.
3. **CITY SERVICES.** City will provide the following services for the Event:
 - a) Ten Police Officers for each day of the event on May 21, 2016 and May 22, 2016.
 - b) Fire Engine Standby and Standby Personnel for the practice session on May 20, 2016 and during the event on May 21, 2016 and May 22, 2016.
 - c) Sweeping of the runway, taxiways, and aprons prior to the Event on May 20, 2016.

- d) 15 trash carts, 15 recycling carts, two large trash bins and two large recycling bins.
 - e) Parking lot attendants as well as parking lot barricades for each day of the event on May 21, 2016 and May 22, 2016.
4. **TAXES**: Permittee shall take notice that the property interest created herein may be subject to property taxation and that the party in whom the possessory interest is vested (Permittee) may be subject to the payment of property taxes on such interest. Permittee also shall be responsible for and shall pay all possessory interest tax which may be assessed or levied, if any, on the property.
5. **INSURANCE**: Permittee shall as an express condition precedent to the operative effect of this use permit, and fifteen (15) days prior to use of the Madera Municipal Airport, deposit with the Airport Operations Manager policies or proof of insurance. Permittee shall procure and maintain for the duration of the event, contract insurance against claims for injuries to persons or damages to property which may arise from or in connection with the Permittee's operation and use of the rented premises. The cost of such insurance shall be borne by the Permittee.
- a) Minimum Scope and Limits of Insurance: Permittee shall maintain limits no less than:
 - i) \$5,000,000 General Liability per occurrence for bodily injury, personal injury and property damage at least as broad as Insurance Services Office (ISO) Commercial General Liability coverage (occurrence Form CG 00 01).

- ii) For all aircraft participants: \$5,000,000 Aircraft Liability per accident for bodily injury or property damage. Said coverage must include grounding coverage.
- iii) Worker's Compensation insurance as required by the State of California and \$1,000,000 Employer's liability (for Permittee's employees).
- iv) Property insurance against all risks of loss to any Permittee improvements or betterments. Policy should be for full replacement cost with no coinsurance penalty provision.

If Permittee maintains higher limits than the minimums required above, the entity shall be entitled to coverage at the higher limits maintained by Permittee.

- b) Deductibles and Self-Insured Retentions: Any deductibles or self-insured retentions must be declared to and approved by the entity.
- c) Other Insurance Provisions: Both the general liability policy and the aircraft liability policy must be endorsed to contain the following provisions:
 - i) The entity, its officers, officials, employees, and volunteers are to be covered as insureds.
 - ii) For any claims related to this event, the Permittee's insurance coverage shall be primary insurance as respects the entity, its officers, officials, employees, and volunteers. Any insurance or self-insurance maintained by the entity, its officers, officials, employees or volunteers shall be excess of the Permittee's insurance and shall not contribute with it.

- iii) Each insurance policy required by this clause shall be endorsed to state that coverage shall not be canceled by either party, except after thirty (30) days' prior written notice by certified mail, return receipt requested, has been given to the entity.
- d) **Waiver of Subrogation:** Permittee hereby agrees to waive subrogation which any insurer of Permittee may acquire from Permittee by virtue of the payment of any loss. Permittee agrees to obtain any endorsement that may be necessary to effect this waiver of subrogation.
- e) **Acceptability of Insurers:** Insurance is to be placed with California admitted insurers with a current AM Best's rating of no less than A:VII, unless otherwise acceptable to the entity.
- f) **Verification of Coverage:** Permittee shall furnish the entity with copies of original certificates and endorsements, including amendatory endorsements, effecting coverage required by this clause. All certificates and endorsements are to be received and approved by the entity fifteen (15) days prior to use of the Madera Municipal Airport; however, failure to do so shall not operate as a waiver of these insurance requirements. The entity reserves the right to require complete, certified copies of all required insurance policies, including endorsements effecting the coverage required by these specifications at any time. Five Million Dollars bodily injury and property damage for the duration of the Event. City of Madera, its elective and appointive boards, officers, agents, commissions, volunteers, and employees shall be included as additionally insured on all policies.

6. **HOLD HARMLESS:** PERMITTEE agrees to defend and does hereby hold City of Madera, its appointive and elective boards, officers, commissions, volunteers and employees harmless from any and all liability for damages or claims for damages for personal injuries or death to any person or persons, or property damage which may arise from PERMITTEE'S occupation and use of Madera Municipal Airport, or any one or more persons directly employed by or acting as agents for PERMITTEE or as contractors for PERMITTEE. PERMITTEE agrees to and shall defend CITY, its elective and appointive boards, officers, commissions, volunteers and employees from any suits or actions at law or in equity for damages caused or alleged to have been caused by reason of the aforesaid operations, provided however, that CITY does not and shall not waive any rights against PERMITTEE which it may have by reason of this hold harmless agreement, by reason of acceptance by CITY of deposit with CITY by PERMITTEE of any insurance policy or certificates of insurance described in Paragraph 4 hereof, and provided further that this hold harmless agreement shall apply to all damages and claims for damages of every kind suffered or alleged to have been suffered by reason of PERMITTEE'S operations, whether or not such insurance policies have been determined to be applicable to any of such damages or claims for damages, and is deemed to include any damages or injuries to CITY, CITY'S property, officers or employees.

7. **In addition to meeting all requirements set forth in the FAA Condition of Waiver or Authorization, PERMITTEE SHALL:**

- a) Obtain the applicable FAA Condition of Waiver or Authorization for the

Event. Make safety paramount among all activities and conform to all City of Madera, Federal and State rules and regulations governing Event activities and the directions of the Airport Operations Manager.

b) Submit a proposed Event Operational Layout Plan and Daily Event Schedules to the Airport Operations Manager not later than February 26, 2016. Submit an updated plan not later than April 29, 2016, and a finalized plan on May 6, 2016.

c) Submit a detailed flight line and aircraft parking plan (Ramp Plan). Designate specific parking areas for Event performer aircraft, Event static display aircraft and transient aircraft. Publish engine start/warmup/runup and taxi guidelines for all aircraft and ensure compliance with such guidelines by Event participants. Provide names and experience level of the “Ramp Boss” and all aircraft launch and recovery (“orange glove”) personnel. Provide all safety clothing and equipment for said personnel. Provide a training and practice schedule for those taxi directors and flight line personnel possessing limited or no experience in this critical area. Airport Operations Manager will provide reasonable time and space on the airport for this purpose.

d) Submit a detailed Air Plan to include a launch and recovery sequence for performing aircraft, aerobatic box layout, loss of communications, emergency landings and closed airport/alternate airfields. Provide a surge capacity of flight line personnel for morning arrival of transient aircraft and end-of-day exodus, and for the large end-of-event exodus of all aircraft. Provide names and experience level of the “Air Boss” and his assistants. Provide plane-side emergency cockpit opening and pilot extraction briefing to fire and rescue crews for each aerobatic aircraft type. Verify credentials and certificates of insurance for Event aeronautical performers, from sky divers to fly-bys.

e) Submit a vehicle traffic control and parking plan. Street access to the airport and airport Business Park must remain open and clear at all times. Coordinate any necessary road/street closures with City, County and State officials and applicable law enforcement agencies. Enforce no-parking restriction along Avenue 17 from Road 23 eastward to the eastern airport boundary from 7:00 am until 5:00 pm May^{21st} and May^{22nd}.

f) Ambulance Standby and Standby Personnel.

g) Provide traffic directors to handle pre-event and end-of-event entry and exit. Provide name of vehicle traffic and parking coordinators who shall coordinate with the City and all other agencies. Provide traffic control signage and supplies. All other requirements and coordination of other agencies, including but not limited to Madera County Sheriffs, CALTRANS, and California Highway Patrol will be paid and coordinated by PERMITTEE

h) Provide sufficient qualified aircraft taxi and parking directors to ensure that no aircraft is allowed to taxi under its own power on any unpaved surface. Event aircraft or transient aircraft will be required to shut down the engine and be pushed or towed onto and off of any unpaved surface.

i) Provide sufficient cones, ropes and lighted barricades to close and protect the entire tie-down apron, transient parking apron, and FBO apron commencing Tuesday, May 18th in order to install Event layout markings.

j) Provide adequate trash receptacles, hourly emptying of trash receptacles in the spectator areas on Saturday and Sunday, end of day cleanup, and removal of all trash and receptacles from the airport within twenty-four hours after conclusion of the Event. Permittee shall make all necessary arrangements with refuse collection contractors.

k) Provide sufficient portable electrical power generating sources (with noise suppressors) to support all Event electrical requirements, vendors in particular. No connection to any airport electrical power source will be allowed. Provide name of Vendor Coordinator.

l) Provide all Event communications equipment and devices (except preferred equipment provided by security contractor if used, or the FAA) and coordinate all frequency assignments for the Air Plan, Ramp Plan and security operations.

m) Provide Public Address system and provide name of Show Announcer.

n) Provide sufficient chemical toilets for the Event, including sufficient handicap accessible toilets. Coordinate the delivery and removal of toilets within twenty-four hours after conclusion of the Event.

o) Provide crowd control and security. Provide overnight security for all aircraft, vehicles and equipment associated with the Event. Provide name of security and crowd control coordinator.

p) Obtain and bear the expense of any required license for the sale of alcoholic beverages which shall be in accordance with California ABC Guidelines and the Madera Municipal Code.

q) Provide a first aid/lost child station with qualified attendants. Provide stand-by ambulance service and related personnel.

r) Make all arrangements for Event Staff operations and control areas whether it is airport tenant owned facilities or rental tents, etc. Do not drive tent stakes into any paved surface and do not drill any holes into any paved surface. The Airport administration building is not available for Event staff activities.

s) Provide an all-inclusive roster of VIP persons to the Airport Operations Manager. Include method of VIP identification (color of wrist band, name tag, etc.).

Provide name of VIP coordinator.

t) Payment for Damages. Permittee agrees to reimburse City of Madera for any and all damages to Madera Municipal Airport and other related City Property which may be caused by Event Participants or by any caterer or contractor supporting the Event. If any condition of this use permit is not met to satisfaction of the Airport Operations Manager or the on-site FAA observers, Permittee agrees to suspend all air activities or all ground activities as the case may be until such activities are in compliance with the use permit.

The grant of this permission shall not constitute a deed or grant of an easement by the City of Madera, is not transferable or assignable, is revocable at any time without notice, and is subject to the express condition that the use of the property referred to in this permit may from time to time be granted to other individuals or entities, and the City reserves the right to determine which individuals or entities shall have the use of any facility on any given day or days, regardless of the time in making application thereof so that the use of such facilities shall be on an equitable basis and not monopolized by any one person, firm, corporation or entity. The decision by the City with regard to the granting of such permission and the dates of such uses shall be final and conclusive.

This permit shall not be effective until receipt by the City of Madera of required FAA Certificate of Waiver or Authorization, insurance documents and a properly executed acceptance of this permit, subject to all the terms and conditions herein set forth.

////

////

////

////

////

////

////

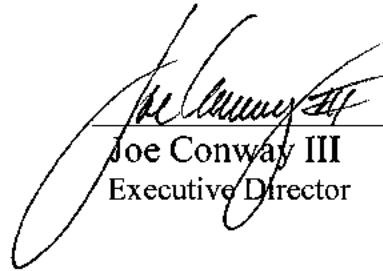
////

////

City of Madera

Triton Flight For Heroes, Inc.

Robert L. Poythress
Mayor



Joe Conway III
Executive Director

Working Budget – Airshow 2016

May 21-22, 2016

Aerobatic Performers Appearance Fees:

(10) Civilian Performers	\$40,000.00
(10) Civilian Warbird Performers	\$10,000.00
F/A-18 Super Hornet Tactical Jet Demonstration Team	No Charge
B-25 Bomber Experience	\$10,000.00

Aerobatic Performers Fuel/Oil Requirements:

3200 Gallons of combined Avgas and Jet-A fuel @ \$6.00 per gallon	\$19,200.00
(6) 55 Gallon Drums of performers Smoke Oil + delivery	\$4,000.00
15 cases of Phillips 66 aviation oil x/c @ \$50.00 per case	\$750.00

Hosted Static Display Aircraft Requirements (Warbirds):

20 different aircraft -- Courtesy Fuel (1500 gallons total @ \$6.00)	\$9,000.00
--	------------

Air Boss Fees & Airshow Announcer Fees \$6,500.00

Airshow Sound System Fees \$6,000.00

Aerobatic Performers Hotel & Rental Car Requirements:

25 rental cars will be required	\$7,500.00
75 hotel rooms x 3 nights @ \$100 per night	\$22,500.00

Performers Arrival Dinner (Friday May 20th Cool Hand Luke's) \$1,500.00

Federal Aviation Administration Requirements:

Temporary Flight Restrictions (TFR) secured for performance	
Safe Area for FAA representatives to survey all aspects of flight during the airshow	
Not required, but suggested – Temporary tower for the weekend	
Totals to host FAA at the event	\$1,500.00

Airshow Insurance Requirements (includes weather protection) \$4,000.00

Airshow Ground Support (City/County of Madera):

Actual costs and responsibilities of these requests below are to be determined by/and in cooperation with specific City/County Departments:

- City of Madera Police Department
- Madera County Sheriff's Department
- Fire Department Engine & Personnel
- Ambulance/EMS Personnel
- Overnight Private Security at Airport (May 19-22)
- Parking Barricades/Supplies
- Public Works and Parks Staff
- Traffic Control/Signage (Alert-O-light or provided by your departments)
- City and County fees for permits & Road Closures
- Large City Trash Bins (40 footers)
- Madera Airport Rental (May 19-22)

Estimated total for these services \$55,000.00

Advertising / Marketing:

- Television Commercials
- Radio Advertisements
- Press releases (Local & Valley Wide)
- Magazine
- Website design / Hosting
- Direct Mailers / Flyers
- Promotional Aviation Art – Advertising posters & Original Painting. The image created will be utilized for the 2016 airshow poster and the program cover

Estimated totals for services in these areas: \$15,000.00

Flightline Chalet & Catered VIP Experience \$15,000.00

Volunteer /Communications/Safety fees:

- Safety Vests for staff & Tee shirt for volunteers
- Performer/Staff/Volunteer Laminated Badges and lanyards
- Water/soda/Food stations – relaxation area for pilots and volunteers
- Radios and chargers

Estimated costs for these areas \$3,500.00

Sanitation / Port-O-Potty Rental \$4,500.00

Golf Cart & Gator Rental \$1,500.00

Hard stock Tickets/credit card scanners/ticket scanners \$2,000.00

Staff salaries to conduct airshow activities (6 months @1,500 per month) \$9,000.00

Staff expenses for airshow activities (6 months @ 1,000 per month) \$6,000.00

VIP/Sponsors 2016 Fundraiser Dinner (May 21st Madera Jet Center Hanger) \$10,000.00

Triton Flight for Heroes Completed Mission for Military Family \$15,000.00

Budget Requirements: **\$279,450.00**

Triton Flight for Heroes Central Valley Airshow Madera 2016

Gate Revenue:

10,000 adult paid tickets @ \$15.00 per ticket (2-day total 5,000 per day)	\$150,000
5,000 Children paid tickets @ \$10.00 per ticket (2-day total 2,500 per day)	\$50,000

Concession Revenue:

Food / Beverage / Beer / Wine / Water	\$20,000
---------------------------------------	----------

Vendor Booth Revenue:

25 paid vendors over the weekend @ \$300.00 per booth	\$7,500
---	---------

Airshow Merchandise Revenue:

Tee shirts / Hats / Posters / Programs	\$15,000
--	----------

TOTAL \$242,500

Additionally, various fundraisers leading up to the event will be in action. Money generated to be determined at successful conclusion of each program:

- Items donated to assist airshow and sold on Triton Flight Ebay Charity site
- Auction off rides in various airshow aircraft
- Simple cash donations made to Triton Flight for Heroes airshow efforts
- Purchase raffle tickets for special items
- Silent / Live auction at VIP Hanger Dinner

As you can see – If our team is successful in sponsors covering all costs of the event, the above referenced numbers are what Triton Flight for Heroes can realize from the airshow.

\$242,000 (excluding money generated from raffles/auctions) could fund (12) Triton Flight for Heroes missions @ \$20,000 per flight, or one years' worth of missions!!



TRITON

Triton Flight for Heroes
Confidential Business Plan

January 4, 2016
(revised)

Clyde W Ford, MBA, CEBS, AIF
President
Fresno, CA
Phone: 559-435-8869
Web Address: www.tritonflightforheroes.org



Control Copy Number: _____ Issued to: _____

This business plan is confidential and contains proprietary information. Neither the plan nor any of the information contained herein may be reproduced or disclosed to any person under any circumstances without the expressed written permission of TFH. This business plan is subject to withdrawal or modification without notice, and is made without warranties, expressed or implied. All information has been developed or obtained from sources believed to be reliable, but is subject to error. This is not an offering of a security of any kind, nor has this been registered with any state or federal agency.



Executive Summary

Description of the business concept and the business objectives

Triton Flight for Heroes (TFH) was developed to assist U.S. Department of Defense active and non-active duty personnel and/or their dependents to travel to important destinations, including for primary and secondary medical care, rehabilitation, or important events. TFH will utilize connections within the military and non-military aviation community to accomplish this through referrals, existing networks of corporate aircraft, and proprietary aircraft.

The need for these service has been increasing due to the lack of comprehensive services provided by DOD for dependents, and the elimination of private airline discounts or accommodations for dependents and the cost associated with flying on short notice.

Mission and Vision

TFH is dedicated to providing a comprehensive travel and support program for the constituents referenced above. Additionally, TFH endeavors to offer human medical in-bound and out-bound transplant transportation.

Opportunity and Strategy

Strategy. TFH will implement a niche/differentiation strategy. TFH will initially focus on meeting the unique needs of central California. TFH will differentiate itself from other “service member organizations” by concentrated focus, and elimination of most direct operating expense. Ongoing funding for operations will eventually be fully funded by a for-profit LLC which will own and operate a leasable corporate aircraft. Currently, the Fresno-Madera metropolitan area has no serviceable jet aircraft for lease. TFH has a contract with a Fresno fixed based operator with an operating FAA license that is willing to guarantee up to 30 hours of month of utilization, the profits of which will be forwarded to TFH for mission / operations.



Funding and Investment

TFH will be working with several professional fund raising individuals. The goal is to raise approximately \$2 million to fully fund the project. These funds will be used to for operating reserve, and to provide initial operating capital. No TFH managerial salaries will be paid by the non-profit the executive director will be compensated through taxable entities operating aircraft for the benefit of the non-profit, and therefore a very high percentage of direct contributions to the 501(c)(3) go directly to mission.

Financial Projections		
	2015	2016
Revenues	\$ 10,582	\$ 473,000
Expenses	\$ (940)	\$(285,000)



I. Business Description

General description

TFH is a nonprofit providing services to service members and their families for transportation to and from medical and rehabilitation facilities, or other major events supporting the general welfare of DOD families.

TFH is located in Fresno, California. This centralized location will provide easy access for completion of the mission throughout the region. Interstate 5, Highway 99, Highway 41 and Highway 168 provide freeway access, making it possible, even convenient, for constituents in the out-lying areas of Central California to transport to TFH airports if needed.

Core Values. The core values of TFH are:

- Excellence – promoting a culture of highest ethical standards.
- Compassion – fostering a genuine interest in human needs.
- Loyalty – engendering a commitment to one another and to TFH.
- Morale – promoting positive morale among and between military members, family and support staff.

Background

The Triton Flight for Heroes (TFH) is a development stage, non-profit organization that was incorporated on July 29, 2011 (after acquiring a non-operating non-profit with the help of James McKelvey, TFH attorney) and received a nonprofit 501(c) (3) tax exemption on October 2, 2014.



Goals and potential of the business and milestones

Goal. To provide services to military personnel and their families, raise awareness of the efforts of the military personnel in the Central Valley, support the morale of DOD families, and grow into a key player within the Fresno/Madera SMSA for medical transportation, specifically relating to transplant services.

TFH is currently has a working relationship with:

- United States Navy
- United States Air Force
- Veterans Airlift Command
- International Council of Airshows
- National Business Aircraft Association
- Fresno Air National Guard
- Tanya Brandes, Brandes Investment Partners
- Fort Washington Financial
- Clay Lacy, Lacy Aviation
- Sterling Executive Charter
- Aviation in Action



II. Operations

Technical description of product/service

TFH will offer services based on need, which includes timing requirements, within the Central California region to targeted constituents. These services will consist of obtaining or coordinating transportation on U.S. Military, Civilian, or personally owned licensed and insured aircraft.

Liability. TFH will be prepared for liability that may develop regarding operations and any event sponsored and managed by TFH. TFH will also keep in force a liability and errors and omissions policy to the Board, Directors, and Staff.

Status of development of for-profit support organization

Slated for completion in 2016, TFH has been in negotiations with several individuals and large entities to assist in purchasing a proprietary aircraft which will be held in an LLC so that the depreciation can be given to the funding members. That equipment will then be leased to TFH for \$1/ per year. TFH will then lease or lease through contract to an operating Fixed Based Operator (FBO) (one currently is awaiting contract), whereby the operating margin per hour will be given to TFH for operating.

Future Plans

TFH will focus on two major areas for the future:

- Prime mission
- Development of transplant transportation services within the non-profit



VI. Management

Organizational structure

Key personnel currently working with TFH include:

Joe Conway III - Executive Director. Joe is a commercial pilot type-rated in corporate aircraft and has an extensive experience in all facets of aviation, private charter operations, air transportation management and logistics, aviation nonprofit fundraising & marketing, airshow operations. Joe graduated with a B.S. degree in Aviation Business Management from Embry-Riddle Aeronautical University.

Edwin Kapitanski - Chief Pilot. Ed has more than 30 years of corporate jet experience and has excelled in all facets of the aviation world. Ed has flown for major airlines, started major corporate flight departments for companies such as Qualcomm and the Guitar Center, been a Chief Pilot for several flight organizations both corporate & commercial, and continues to stay qualified as a flight instructor.

Clyde W. Ford - MBA, CEBS, AIF, - Volunteer President. Clyde is the President and CEO of Triton Corporate Services, Inc., Chair of CalPac Advisors, and President of Fort Washington Financial. He had served for six years on a national health services nonprofit with an annual budget of \$600m. His experience includes board/staff problem resolution, health services delivery & feasibility, operations, and financial management. Ford manages an active Registered Investment Advisory business with a focus on qualified retirement plans and is a general aviation pilot. Clyde is currently the past Alumni President for his Alma Mater Fresno State University.

Amy N. Thomas – Volunteer Vice President. Amy is a specialist in Human Resource management, payroll operations and liability insurance coverage.

Steve Herz- is the Operations Director for Triton Flight for Heroes and his Airshow, aviation operations career spans 20+ years. Steve was a Ramp Director for the Madera Airshows in 2009 and 2010. He was responsible for safe and timely coordination and movement of aircraft. Steve was a former professional baseball player and operated his own successful business in Denver for many years...his experience will be invaluable to Triton Flight for Heroes. Steve graduated with two degrees from California State University, Fullerton.



Cher Travis Ellis- Program manager for Fresno State Student Electronic Services

Alex Jaramishian, CPA, accountant for TFH, based in Madera, CA.

Legal Structure

TFH is a California, nonprofit, 501(c) (3) corporation.

Board of Trustees

The TFH Board of Trustees is comprised of school administrators, attorney, community business representatives, financial planners, and an accountant. Board members are not compensated. The experience of the Board members reflects their considerable involvement in local, regional, national and global issues. The board has been actively involved in providing expertise and recommendations, advising and establishing procedures, recruiting additional members and participating in fundraising/promotional events. The composition of the Board reflects the diversity of the student population to be served and can act as liaisons to both the student body and the community. Finally, the Board has demonstrated unusual dedication in carrying out the duties of launching TFH.

Advisory Board

The Advisory Board has provided the depth of professional and community support enabling the Board of Trustees to more effectively accomplish its many responsibilities. The Advisory will grow as needed as TFH moves toward opening its doors.



IX. Financial

TFH

Budget

Y1-2016 Y2-2017

Revenue

Grants	25,000	100,000
Special Event	420,000	450,000
Net from Operations subject to UBIT	28,000	67,000

Total Revenue	473,000	617,000
---------------	---------	---------

Expense

Advertising & Website Maint	300	300
Salaries & Wages	0	0
Mission Direct Exp	18,000-	45,000-

Exec Director salary paid by for Profit not TFH Airshow event salaries under "airshow"



Insurance (Property & Liab)	- 1,250	1,450
Office rent	-	
Event (airshow)	270,000	270,000
Business Expense (Entertainment)	1,500	1,500
Accreditation Fees & Expenses	1,200	1,200
IT Equipment Services	-	-
Office Equipment & Supplies	-	4,200
Legal & CPA	800	800
	<hr/>	<hr/>
	293,050	324,450
EBIT	179,950	292,550

Financial Controls

TFH will utilize a computerized financial accounting system. Financial reports will be generated each month. TFH's management team will review the reports within two weeks after the close of the reporting period. The reports will be compared to the budget and to industry norms. The comparison will help management ascertain the financial health of the organization and track its progress toward meeting financial goals. Financial reports will be made available to the governing authority, including the Board of Directors on a quarterly basis, or more often if requested.



January 7, 2016

Madera City Council
205 West 4th Street
Madera, CA 93637

Re: Follow up

Honorable Councilmembers,

Thank you for your valuable time and your questions with regards to Triton Flight for Heroes during the 06 January 2016 Madera City Council meeting regarding bringing a major airshow event to your City.

During my time in front of the City Council last night, I was asked if I would sign a contract with the City Council to provide a set amount of money from the Gate receipts from the Triton Flight for Heroes fundraising event to a local third party nonprofit. Since that request was completely outside any agreements within the Revocable Permit I signed just prior to the City Council meeting, I was not comfortable answering that question without speaking to my team.

I promised I would return a written statement with an answer to the question: Per our articles of incorporation and our tax exempt filing the Internal Revenue Service (IRS) we are unable raise money for other non-profit organizations outside of our stated mission. When an organization applies to the IRS for tax exempt status to raise money for a particular mission and are granted permission to conduct business, we must follow the terms of the filing and approval. To do otherwise would be contrary to rules and regulations. I would further clarify that Triton Flight IS a local nonprofit as our intentions are to use the Madera Airport significant both for this annual show and for certain ongoing mission related operations.

I do appreciate the dedication from the City Council leadership to want to provide as much support to Madera's worthy nonprofits as possible and explore all options to achieve that goal. I would ask that you look at the potential of the event we wish to conduct in your town as an opportunity to seek new avenues for donations to your local groups.

We are going to fill local hotels, buy loads of aviation & vehicle fuels, spend lots of money in local restaurants, and the local economy will spike for the time we are operating our event. The local business owners that are doing well and making money would need to understand that the City Council had the vision and made that possible by allowing events like ours to operate in Madera. I see those successful business owners sharing some of their financial success with more local charities as a thank you for your leadership.

William J Conway III
Executive Director

P: (559) 447-8525
F: (559) 447-1777





We hope to do business with the City of Madera for many years. We would enjoy the opportunity to meet during the months and years to come to explore how we can all help as many people as possible. If you have any questions please feel free to contact me.

Respectfully,

Joe Conway III
Executive Director
Triton Flight for Heroes