

**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**

September 14, 2016  
6:00 p.m.

City Hall  
Council Chambers

**1. CALL TO ORDER**

Mayor/Housing Authority Commissioner Robert L. 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 /Vice- Chairperson Charles F. Rigby  
Council Member/Commissioner Cecelia K. Foley Gallegos  
Council Member/Commissioner Andrew J. Medellin  
Council Member /Commissioner William Oliver  
Council Member/ Chairperson Derek O. Robinson Sr.  
Council Member/ Commissioner Donald E. Holley

Absent: None

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

City of Madera staff members present: City Administrator David Tooley, Neighborhood Preservation Specialist Andrew Martinez, Neighborhood Preservation Specialist Steve Montes, Neighborhood Outreach Assistant Christina Herrera and Neighborhood Outreach Consultant Yuliana Franco.

**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.

Yuliana Franco provided National Night Out handouts and presented video prepared by Communications Specialist Joseph Carrello.

No other public comments were offered.

*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 6:06 p.m.*

*Housing Authority 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 6:18 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 6:20 p.m.*

## **PRESENTATIONS**

**There are no items for this section.**

## **INTRODUCTIONS**

**There are no items for this section.**

## **2. WORKSHOP**

### **Code Enforcement Noticing Process Presentation by Neighborhood Revitalization Department**

Neighborhood Preservation Specialist Andrew Martinez addressed the members of the Council presenting examples illustrating the departmental procedures when issuing a Notice of Violation, Citation or Inspection Warrants.

The steps include:

- Initial inspection - we identify the violation.
- Attempt to contact resident/property owner.
- Issuance of Notice of Violation
- Issuance of Administrative Citation - during and in between the citation process, we make several attempts to gain compliance without issuing additional citations.
- If compliance is not met, we will start the abatement process.

Discussion followed.

## **ANNOUNCEMENT BY SECRETARY:**

*Recording Secretary Claudia Mendoza announced per Government Code Section 54957.5, Members of the public are advised that less than 72 hours prior to this evening's meeting, Item 3H was distributed to the City Council and staff. Copies of this item are located on the podium. Thank you.*

**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 – August 10, 2016 (City/Successor Agency/Successor Housing Agency)**
- 3B. Listing of Warrants Issued from August 1, 2016 to August 31, 2016 (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 August 31, 2016 (City)**
- 3G. Update on Neighborhood Outreach Activities (City)**
- 3H. Consideration of a Resolution Approving an Agreement with Madera District Fair for Use of the Fairgrounds Parking Area for the Staging of Upcoming Waste Tire Amnesty Day Events in the Fall of 2016 (City)**
- 3I. Investment Report for the Quarter Ending June 30, 2016 (Successor Agency)**

Mayor Poythress asked members of the Council if there were any items on the Consent Calendar they wished to have pulled for further discussion.

Council Member Oliver requested to pull item 3G.

*On motion by Council Member Rigby, seconded by Council Member Robinson the Consent Calendar with exception of Item 3G was approved unanimously as presented by the following 7/0 vote: Ayes: Council Members Poythress, Rigby, Robinson, Foley Gallegos, Oliver, Medellin and Holley; Noes: None; Abstain: None; Absent: None; resulting in the 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 August 10, 2016, the adoption of Resolution Number CC 16-147.*

#### **3G. Update on Neighborhood Outreach Activities (City)**

Council Member Oliver reported he did not have an inquiry for staff, but he wanted to take this opportunity to elaborate on section 5A within the staff report. He thought this would be an opportunity to speak about his experiences with internships and where this item comes from. Before Saleh left for the east coast, they discussed efforts to get an internship program off the ground. We did get some feedback and opportunities to work with the Maddy Institute. One thing that often comes up is how we can partner with our school district, capitalize on student leadership and provide those leadership opportunities here in the community. Council Member

Oliver stated that he got his start in community service at the high school, but really he gained ground level experience through internships. He has had the opportunity to serve in local, state and federal government. He believes that there would be no greater opportunity to get a wide

variety in world view into public service than in the local government arena. He doesn't have many recommendations, but he would be committed to having a discussion with our City leadership team about ways we can create that pathway from schools to potential career in community service opportunities through the purview of an internship program. He asked his colleagues if they would like to lend their experiences or offer any assistance, I would be open to that.

Mayor Poythress called for a motion to approve the item 4G. as presented on the Consent Calendar.

*On motion by Council Member Oliver seconded by Council Member Foley Gallegos Item 3G was unanimously as presented by the following 7/0 vote: Ayes: Council Members Poythress, Rigby, Robinson, Foley Gallegos, Oliver, Medellin and Holley; Noes: None; Abstain: None; Absent: None.*

#### **4. PROJECTS AND REPORTS**

##### **4A. Update on Waste Tire Amnesty Day Events (City)**

Neighborhood Preservation Specialist Andrew Martinez reported and presented images on the two recent waste tire events held this year. These events are funded by a grant from CalRecycle, which allows Madera County residents an opportunity to clean their property and dispose of waste tires at no cost to them. The tires are then transported to a recycling facility center. These events are also supported by volunteers such as Citizens on Patrol, Madera County, Fresno EOC (LCC), Public Works Streets staff and CISP participants. In 2015 we collected 11,000 tires.

Mayor Poythress called for questions or comments. There were none.

##### **4B. Consideration of a Resolution Amending the Madera Recognized Obligation Payment Schedule (ROPS) 16-17B Representing the Period January 1, 2017 to June 30, 2017 (Successor Agency)**

Business Manager Bob Wilson reported that normally this time of year, we would have been approving the next six (6) months of ROPS, but since this year is the first year the Agency went to an annual ROPS. This is the first time we are amending the upcoming six (6) month budget. The Department of Finance has given us one (1) opportunity to amend the ROPS each year. The amount we are looking to amend right now is the bond funds issued pre 2011. He reviewed the projects we had and tried to figure out what could increase to make sure we had it in so we would be able to award when the project comes up.

The Adelaide/Hunter Subdivision was originally just the property located at 728 Lilly Street. Since we created the ROPS we have acquired 702 & 706 Lilly Street. That expanded that project. He asked Engineering to create estimated budget for the additional the infrastructure it will take to complete this project. We are asking to increase ROPS line item 156 to \$839,075.00. We also need to increase the demolition and abatement on this property as well on ROPS line item 155 to \$100,000.00

Yosemite at Elm traffic signal is another project we have right now. CalTrans still has not given us the full go ahead. He has asked the Engineering Department if they foresee any changes in the budget they had previously. They went back to the numbers and they asked that we increase the budget by \$22,346.00 on ROPS line item 82.

Executive Jim Taubert stated this has to be approved by the Oversight Board and then by the Department of Finance. This is just step one.

Mayor Poythress called for questions or comments. There were none.

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

SA 16-07 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, AMENDING THE RECOGNIZED OBLIGATION PAYMENT SCHEDULE (ROPS) 16-17B PURSUANT TO SECTION 34177 OF THE CALIFORNIA HEALTH AND SAFETY CODE FOR THE PERIOD JANUARY 1, 2017 THROUGH JUNE 30, 2017

*On motion by Council Member Holley, seconded by Council Member Robinson, **Resolution Number SA 16-07** was approved unanimously as presented by the following 7/0 vote: Ayes: Council Members Poythress, Rigby, Robinson, Foley Gallegos, Oliver, Medellin and Holley; Noes: None; Abstain: None; Absent: None.*

## **5. AGREEMENTS**

### **5A. Consideration of a Resolution Approving Fourth Amendment to the Agreement with Blair, Church & Flynn Consulting Engineers for Design and construction of the Public Improvements for the Central Madera Residential Project (Successor Agency)**

Business Manager Bob Wilson stated that the Riverwalk Drive Improvement Project began long before dissolution. The design process was put on hold during dissolution process and started back up again after dissolution. The agreement has been amended three (3) times to address the various needs of the project. Right now the project is substantially complete as far as the infrastructure is concerned. However this agreement also includes subdivision work, which will take a plan amendment, a tentative map and rezone. Blair Church and Flynn will work on that. At this time "The Time of Completion" on the approved agreement has expired so we are asking to extend that. This item will have to be approved by the Oversight Board and Department of Finance as well.

Mayor Poythress called for questions or comments. There were none.

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

SA 16-08 RESOLUTION OF THE CITY OF MADERA AS SUCCESSOR AGENCY TO THE FORMER MADERA REDEVELOPMENT AGENCY MADERA, CALIFORNIA APPROVING FOURTH AMENDMENT TO AGREEMENT WITH BLAIR, CHURCH & FLYNN FOR DESIGN AND CONSTRUCTION OF THE PUBLIC IMPROVEMENTS FOR THE CENTRAL MADERA RESIDENTIAL PROJECT, AND AUTHORIZING THE MAYOR TO EXECUTE THE AMENDMENT ON BEHALF OF THE SUCCESSOR AGENCY OF THE FORMER MADERA REDEVELOPMENT AGENCY

*On motion by Council Member Rigby, seconded by Council Member Oliver, **Resolution Number SA 16-08** was approved unanimously as presented by the following 7/0 vote: Ayes: Council*

*Members Poythress, Rigby, Robinson, Foley Gallegos, Oliver, Medellin and Holley; Noes: None; Abstain: None; Absent: None.*

**5B. Consideration of a Resolution Approving an Increase in the Construction Contingency and Approving Change Order No. 1 in the Amount of \$57,376.39 for the Riverside Villas of Madera Project RDA Project No. 06-S-04-Rebid and Authorizing Contingencies of Up to 10% (Successor Agency)**

Business Manager Bob Wilson reported that this project was awarded this fiscal year. At this time it is substantially complete. Unfortunately the engineer that came with the project did not have as much prior knowledge of what was in place as we were hoping that he would. This change order is related to three items that are making up the main portion of the change order.

- The installation of a storm drain pipe came into conflict with the dry utilities joint trench (PG&E gas & electric, Comcast and AT&T). The most favorable solution to this issue is to go under the joint trench. This option includes the installation of two new manholes, \$16,210.00.
- A cul-de-sac curb drain inlet needed to be relocated and resulted in the addition of 165 linear feet of 18" concrete pipe, \$19,305.00.
- The grading of lots onsite provided some dirt, but not enough to fill the storm basin on site. Dirt had to be hauled from offsite at the Riverwalk street improvement project to Riverside to fill the basin, \$17,841.00.

Mr. Wilson also stated that we did not have to do an amendment to the ROPS, the original budget is still under the amount listed.

Mayor Poythress called for questions or comments.

Council Member Rigby asked we are extending the contract time, however the contract expires on the 18<sup>th</sup>. Mr. Wilson stated that we are extending the contract by ten (10) days.

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

SA 16-09      CONSIDERATION OF A RESOLUTION APPROVING AN INCREASE IN THE CONSTRUCTION CONTINGENCIES AND APPROVING CHANGE ORDER NO. 1 IN THE AMOUNT OF \$57,376.39 FOR THE RIVERSIDE VILLAS OF MADERA PROJECT RDA PROJECT NO. 06-S-04-REBID AND AUTHORIZING CONSTRUCTION CONTINGENCIES OF UP TO 10%

*On motion by Council Member Holley, seconded by Council Member Rigby, **Resolution Number SA 16-09** was approved unanimously as presented by the following 7/0 vote: Ayes: Council Members Poythress, Rigby, Robinson, Foley Gallegos, Oliver, Medellin and Holley; Noes: None; Abstain: None; Absent: None.*

**6. HOUSING**

**6A. Consideration of a Resolution Approving the Award of a Contract for the Demolition of 728 Lilly Street, Madera, CA, In the Amount of \$28,050.00 to Selsor Demolition, Authorizing Contingencies of Up to 10%, and Authorizing the Mayor to Execute the Contract on Behalf of the Successor Housing Agency (Successor Housing Agency)**

Executive Director Taubert reported the property has a vacant dilapidated barn on a two acre parcel in the middle of a residential neighborhood. The property is inconsistent with the local vicinity and was acquired to allow the development of affordable housing. We would like for the Council to approve the lowest bid of \$28,050.00

Mayor Poythress called for questions or comments. There were none.

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

SHA 16-14 CONSIDERATION OF A RESOLUTION APPROVING THE AWARD OF A CONTRACT FOR THE DEMOLITION OF 728 LILLY STREET, MADERA, CA, IN THE AMOUNT OF \$28,050.00 TO SELLER DEMOLITION, AUTHORIZING CONTINGENCIES OF UP TO 10%, AND AUTHORIZING THE MAYOR TO EXECUTE THE CONTRACT ON BEHALF OF THE SUCCESSOR HOUSING AGENCY

*On motion by Council Member Oliver, seconded by Council Member Rigby, **Resolution Number SHA 16-14** was approved unanimously as presented by the following 7/0 vote: Ayes: Council Members Poythress, Rigby, Robinson, Foley Gallegos, Oliver, Medellin and Holley; Noes: None; Abstain: None; Absent: None.*

## **7. GENERAL**

**There are no items for this section.**

## **8. AGENCY MEMBER REPORTS**

Council Member Robinson had nothing to report.

Council Member Foley Gallegos had nothing to report.

Mayor Pro-Tem Rigby had nothing to report.

Council Member Holley wished Mr. Doud and Mr. Medellin a happy birthday.

Council Member Medellin had nothing to report.

Council Member Oliver reported that earlier this year we had an issue with the parcel located at Columbia and Riverside Drive and the property owner has taken action. He just wanted mention that some of the issues are reoccurring. Maybe staff can swing by that neighborhood and double check on it.

Mayor Poythress reported that last week he represented Madera County with the San Joaquin Valley Policy Council. It was an eight (8) county coalition of transportation agencies and governments. Annually, the Council will go to D.C. and meet with our congressman and senators in order to lobby on behalf of our valley. Some of the topics covered were: farm to market goods movement, air quality, and planning /organization issues, and they are looking to consolidating these agencies (this would not be a good thing). We met with seven (7) congressman that represent our region, two senate offices, The Department of Transportation, Assistant Secretary and The EPA. The Council represents 4 million people, so this is a united effort. We did not bring back any money, but they knew we were there and I think we made an impact.

**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 7:10 p.m.*

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Claudia Mendoza, Recording Secretary

/cm

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Robert Poythress, Mayor



## REPORT TO THE CITY COUNCIL

MEETING OF: October 12, 2016

AGENDA ITEM NUMBER: 3B

APPROVED BY:

  
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 SEPTEMBER 1 – SEPTEMBER 30, 2016

### Foreclosed Property Activities

	Activity	Amount
1.	Total Foreclosed Property Cases	104
2.	Monitoring (Occupied)	89
3.	Active Cases	15
*4.	Properties Sold this month and/or Closed	5
5.	Properties Registered	3
6.	Citations Issued	6

\* ( 5 ) Foreclosure properties sold. Foreclosure cases closed due to cancellation of foreclosure process ( 0 ).

### Code Enforcement Activities

	Activity	Total for Month	Year to Date (From 7/1/2016)
1.	Files Opened <i>Public Nuisance, Zoning, Vacant Building, Substandard Housing</i>	110	364
2.	Files Closed <i>Public Nuisance, Zoning, Vacant Building, Substandard Housing</i>	100	266
3.	Active Files <i>Public Nuisance, Zoning, Vacant Building, Substandard Housing</i>	1,161	N/A
4.	Citations Issued <i>Public Nuisance, Zoning, Vacant Building, Substandard Housing</i>	5	18
5.	Abandoned Vehicles Tagged (Cases Opened)	50	149
6.	Abandoned Vehicles Towed (Cases Closed)	4	12
7.	Abandoned Vehicles Removed (Cases Closed)	33	136
8.	Active Abandoned Vehicle Files	114	N/A
9.	Weed Abatement Files Opened	0	0

### Accounts Receivables Activities

	Activity	Total for Month	Year to Date (From 7/1/2016)
1.	Fines/Citations, Penalties, and Enforcement Fees <i>Levied</i>	\$9,400.00	\$30,950.00
2.	Fines/Citations, Penalties, and Enforcement Fees <i>Collected</i>	\$20,055.00	\$61,785.00
3.	Registration Fees for Vacant/Abandoned Buildings and Foreclosed Properties <i>Collected</i>	\$165.00	\$1,615.00
4.	Removed for Collections - Fines, Penalties, Citations and Towing Fees sent to Financial Credit Network	\$0.00	\$6,985.00

### 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	136	\$0.00	\$158,188.32
2.	Lien Confirmations	1	12	\$1,075.00	\$118,902.09
3.	Liens turned over to Assessor	0	8	\$0.00	\$2,251.76

**Files currently being reviewed for appropriate action – 0**

# REPORT TO THE CITY COUNCIL

MEETING OF: October 12, 2016

AGENDA ITEM NUMBER: 3C

APPROVED BY:

  
Executive Director

**Subject:** Code Enforcement Funds Collection Report for Period Ending September 30, 2016

**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	\$16,834	\$88,144	\$76,912	\$67,380	\$122,878	\$39,338	\$673,872
2016-17	\$17,905	\$28,638	\$20,220										\$66,763
<b>TOTAL</b>													<b>\$3,455,127</b>

## RECOMMENDATION

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

## REPORT TO THE CITY COUNCIL

BOARD MEETING OF: October 12, 2016  
AGENDA ITEM NUMBER: 3D

APPROVED BY:

  
Neighborhood Outreach Consultant

  
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 September on projects and tasks undertaken by the Neighborhood Outreach team:

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

### **I. Neighborhood Meetings:**

- a. September's neighborhood meetings
  - i. September 02, 2016; Location: St Mary Avenue; Time: 6-7 P. M. (2<sup>nd</sup> N.W.)
  - ii. September 06, 2016; Location: Orchard Avenue; Time 6-7 P.M. (2<sup>nd</sup> N.W.)
  - iii. September 15, 2016; Location: Rosewood Court; Time 6-7 P.M. (3<sup>rd</sup> N.W.)
  - iv. September 29, 2016; Location: Frank Bergon Senior Center; Time 6-7:30 P.M.  
Neighborhood Leaders Quarterly Meeting
    1. The National Night Out Committee members, two council members, and neighborhood leaders were present to discuss this year's NNO, to get feedback on ways to enhance our outreach and prepare for next year's NNO
    2. We discussed a centralized location for NNO 2017
    3. We had Marge Medellin and John Rigby as guest speakers for Measure K
- b. Upcoming Meetings
  - i. October 4, 2016; Location: 519 Chablis; Time: 6-7 P. M. (2<sup>nd</sup> N.W.)
  - ii. October 6, 2016; Location: 472 Joya Drive; Time: 6-7 P. M. (2<sup>nd</sup> N.W.)
  - iii. October 8, 2016; Location: 1919 Fillmore Avenue; Time: 1-6 P.M. (Block Party)
  - iv. October 13, 2016; Location: 1763 Coolidge Street; Time: 6-7 P.M. (2<sup>nd</sup> N.W.)

### **II. Outreach Activities:**

- a. September
  - i. Madera Fair
  - ii. Old Timers' Parade Booth
- b. October
  - i. Madera Coalition for Community Justice (MCCJ) Health& Resource Fair; October 25<sup>th</sup> at 1125 N Lake St.



### **III. Established Community Partnerships:**

- a. American Red Cross Volunteer Training
  - i. The Madera Team will meeting on October 5<sup>th</sup> at the RDA, Conference Room.
- b. City Formal Internship Program
  - i. No further action at this point
- c. Community Partnership High School New Student Convocation
  - i. No further action at this point
- d. Curb Stripe Initiative
  - i. We have 60 new Consent Form signed. We will be waiting until we have 100 to be sent out to Public Works.
  - ii. Curb Stripe Planning Committee
    - 1. The committee meet on Wednesday, October 12 to discuss proceeding to implement the program through the remainder Neighborhood Watches
- e. Madera Downtown Association
  - i. Next meeting is on October 12<sup>th</sup> at the RDA, Conference Room.
- f. Neighborhood of Choice
  - i. Brochure has been created
  - ii. Waiting for approval of its committee members
- g. Parents for Students Success
  - i. The MUSD has now approved the parents to use any form of identification for volunteer purposes.
  - ii. Due to an increase in parent involvement the MUSD had to hire a full time and part time program assistance
    - 1. Outreach staff participated in panel interview
    - 2. The part time assistant will work closely with our outreach staff to help implement our program
- h. Parent Resource Center
  - i. Our agency is coordinating with David Hernandez, the MUSD Community Service Director, in supporting him with recruiting parents to volunteer at our targeted elementary schools through the MUSD Parent Resource Center: Sierra Vista, James Monroe, and Millview. This objective is to improve students' academic performance through enhancing their reading and writing skills.
- i. Transforming Our City
  - i. No further action at this point
- j. Youth Leadership Conference
  - i. Has been set for March 25, 2017 at Desmond Middle School from 9-2 P.M.
  - ii. Committee meeting on October 5, 2016 at the RDA from 9-10 A.M.
    - 1. We will be discussing budget

### **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 SUCCESSOR HOUSING AGENCY AND THE SUCCESSOR AGENCY OF THE FORMER MADERA REDEVELOPMENT AGENCY**

**BOARD MEETING OF:** October 12, 2016  
**AGENDA ITEM NUMBER:** 3E

**APPROVED BY:**

  
\_\_\_\_\_  
**Executive Director**

  
\_\_\_\_\_  
**Business Manager**

**Subject:** Consideration of Resolutions Pertaining to the Riverside Villas of Madera Project RDA Project No. 06-S-04-Rebid

**Summary:** The Successor Housing Agency will consider a resolution approving an increase in the construction contingencies and approving Change Order No. 1 for the Riverside Villas of Madera Project RDA Project No. 06-S-04-Rebid and authorizing construction contingencies of up to 10%. In that the Riverside Villas is a housing project of the Successor Housing Agency, the Successor Agency will consider a resolution rescinding Resolution SA 16-09, approved September 14, 2016.

## **HISTORY/BACKGROUND**

The original project award was \$273,066.60. At the time of project award, the Successor Agency approved a contingency allowance allowing the City Engineer to approve change orders within the project scope and limits that could potentially increase the contract up to an additional 10%. In consideration of work that is necessary for completion of the project, the additional work will exceed the 10% contingency currently approved for the project.

## **SITUATION**

At their meeting held September 14, 2016, the Successor Agency approved an increase in the construction contingencies and approve Change Order No. 1 for various items in the amount of \$57,376.39, as described in Exhibit A. It has been determined the Successor Housing Agency should be the approving authority of the change order as Riverside Villas is a housing project of the Successor Housing Agency. Funding for this project is included in the Agency's 16-17 ROPS.

## **RECOMMENDATION**

Staff recommends the following actions:

1. The Successor Housing Agency to the former Madera Redevelopment Agency adopt a resolution approving an increase in the construction contingencies and approving Change Order No. 1 in the amount of \$57,376.39 for the Riverside Villas of Madera Project RDA Project No. 06-S-04-Rebid and authorizing construction contingency of up to 10%.
2. The Successor Agency to the former Madera Redevelopment Agency adopt a resolution rescinding resolution SA 16-09.

BW

Attachments:

- Resolutions
- Exhibit A-Change Order No. 1



## **RESOLUTION NO. SHA**

**RESOLUTION OF THE CITY COUNCIL OF THE CITY OF MADERA AS THE SUCCESSOR HOUSING AGENCY TO THE FORMER MADERA REDEVELOPMENT AGENCY, APPROVING AN INCREASE IN THE CONSTRUCTION CONTINGENCIES AND APPROVING CHANGE ORDER NO. 1 IN THE AMOUNT OF \$57,376.39 FOR THE RIVERSIDE VILLAS OF MADERA PROJECT RDA PROJECT NO. 06-S-04-REBID AND AUTHORIZING CONSTRUCTION CONTINGENCIES OF UP TO 10%**

WHEREAS, the Riverside Villas Improvement Project RDA Project No. 06-S-04, is approved as an enforceable obligation; and

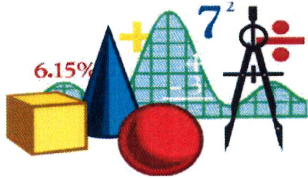
WHEREAS, funds are available in the Agency's ROPS 16-17 Line Item 38; and

WHEREAS, the additional contingency and approval of Change Order No. 1 are necessary to complete the construction of improvements required for the Agency's Project No. RDA 06-S-04.

NOW, THEREFORE, THE CITY COUNCIL OF THE CITY OF MADERA as Successor Housing Agency of the former Madera Redevelopment Agency hereby finds, orders and resolves as follows:

1. The above recitals are true and correct.
2. Funding for the increase of construction contingencies is provided in the Agency's 16-17 ROPS, and is hereby approved.
3. Approval of Change Order No. 1 in the amount of \$57,376.39 with Floyd Johnston Construction for additional construction identified in Exhibit A-Change Order No. 1. A copy of which is on file with the Successor Housing Agency Secretary.
4. This resolution is effective immediately upon adoption.

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**CITY OF MADERA  
ENGINEERING DIVISION**

**CHANGE ORDER NO. 1**

Date:	9-8-2016
Notice to Proceed:	7-25-2016
Date Started:	7-25-2016
Contract Completion Date:	10-8-2016
Revised Completion Date:	10/18/2016

<b>Project Name &amp; No.</b>	Re-Bid of Riverside Villas of Madera- Subdivision Improvement Plans Project No. RDA 16-02
	CITY OF MADERA
<b>Contractor:</b>	Floyd Johnston Construction Inc.

The following changes are hereby made to the Contract Documents.

Justifications:

**Additive Items**

CCO #	Item No.	Description	Amount	Completion Date
1	1-1	Additional cost for exposing existing water services, expose existing 8" water main on lots 12 and 13. Paid on time and material	\$ 774.00	8/9/2016
	1-2	Additional cost to install blow off and 1" water service. Paid on time and material	\$ 7,046.39	8/10/2016
	1-3	Additional cost to backfill blowoff, set valve riser, flush lines. Paid on time and material	\$ 1,055.00	8/11/2016
	1-4	Additional cost to import additional dirt for basin.	\$ 17,841.00	10/18/16
	1-5	Additional cost to provide and install 48" manhole. Quantity of 1.	\$ 4,270.00	
	1-6	Additional cost to provide and install 60" manhole including connections for siphon. Quantity of 2. \$5,970/each	\$ 11,940.00	
	1-7	Additional cost to provide and install 165 LF of 18" RCP. \$117/ LF.	\$ 19,305.00	
	1-8	Deduct to remove 60" manhole from bid item #19. Quantity of 1.	\$ (4,100.00)	
	1-9	Deduct storm drain manhole adjustment per bid item 28. Quantity of 1.	\$ (755.00)	
<b>Total Additive Amount - - - -</b>			<b>\$ 62,231.39</b>	
<b>Total Deductive Amount - - - -</b>			<b>\$ (4,855.00)</b>	
<b>Total CCO 1 Amount - - - -</b>			<b>\$ 57,376.39</b>	

CHANGES IN CONTRACT AMOUNT	
Change to Contract Price (Additive)	\$62,231.39
Change to Contract Price (Deductive)	-\$4,855.00
Original Contract Price	\$273,066.60
Previous Change Orders	0
Previous Change Order Amount	\$0.00
Current Contract Price	\$273,066.60
New Contract Price Due to Change Order No.1	\$330,442.99

CHANGES IN CONTRACT TIME & SCHEDULE	
<b>Change to Contract Time (Additive) (Work Days)</b>	<b>10</b>
Original Contract Amount (Work Days)	75
Previous days Added by Previous Change Order (Work Days)	0
Current Contract Time (Work Days)	75
Original Contract Expiration Date	10-8-2016
Revised Contract Time due from CCO No: 1 (Work Days)	85
Revised Contract Expiration Date:	<b>October 18, 2016</b>

Recommended By:	
Ellen Perry	_____
Construction Inspector II	Signature and Date
Ordered By:	
Jerry Martinez	_____
Project Resident Engineer	Signature and Date
Accepted By:	
Floyd Johnston Construction Inc.	_____
President	Signature and Date
APPROVED::	
Keith Brent Helmuth, P.E	_____
City Engineer	Signature and Date
APPROVED::	
Bob Wilson,	_____
Redevelopment Manager	Signature and Date

**RESOLUTION No. SA**

**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, CALIFORNIA, RESCINDING  
RESOLUTION NO. 16-09**

WHEREAS, the Riverside Villas subdivision is a project of the Successor Housing  
Agency; and

WHEREAS, the Successor Agency approved resolution SA 16-09 at their September  
14, 2016 meeting related to the Riverside Villas subdivision; and

WHEREAS, the Successor Agency wishes to rescind Resolution SA 16-09.

NOW THEREFORE THE CITY COUNCIL OF THE CITY OF MADERA as the  
Successor Agency to the Former Madera Redevelopment Agency, does hereby resolve, find  
and order as follows:

1. The recitals above are true and correct.
2. Resolution SA 16-09 adopted September 14, 2016 is hereby rescinded.
3. This resolution is effective immediately upon adoption.

\* \* \* \* \*

# REPORT TO THE SUCCESSOR HOUSING AGENCY OF THE FORMER MADERA REDEVELOPMENT AGENCY

BOARD MEETING OF:  
AGENDA ITEM NUMBER:

October 12, 2016  
6A

APPROVED BY:

  
Executive Director  
  
Business Manager

**Subject:** Informational Report on the Asbestos Abatement and Demolition of 702 and 706 Lilly Street, Madera, CA

**Summary:** The Successor Housing Agency is being provided information on the bid results for asbestos abatement and demolition of 702 and 706 Lilly Street, Madera, CA.

## HISTORY/BACKGROUND

Previously the Agency acquired 702 and 708 Lilly Street. The two parcels have a vacant shop and house on a combined 1.5 acres in the middle of a residential neighborhood. The property is inconsistent with the local vicinity and was acquired to allow the development of affordable housing.

## SITUATION

Request for bids for asbestos abatement and demolition went out with three contractors responding for asbestos abatement and four contractors responding for demolition. Bid results follow:

702 Lilly Street - Shop		Asbestos Bid	Demolition Bid
Winning Bids	Selsor Demolition, Fresno		\$18,460.00
	Central Valley Environmental, Fresno	\$1,520.00	\$21,650.00
	PW Stephens, Fresno	\$2,061.00	
	Kroeker, Inc., Fresno		\$21,810.00
	Bowen Environmental and Demo, Fresno	\$2,700.00	\$22,400.00
706 Lilly Street – Vacant House			
Winning Bids	Central Valley Environmental, Fresno	\$4,728.00	\$14,925.00
	Central Valley Environmental, Fresno	\$11,478.00	
	P.W. Stephens, Fresno	\$13,053.00	
	Selsor Demolition, Fresno		\$13,750.00
	Bowen Environmental and Demo, Fresno	\$16,800	\$19,400.00
	Kroeker, Inc. Fresno		\$19,815.00



Central Valley Environment is a DOSH contractor. This licensing allows the contractor to abate asbestos material containing less than 1% asbestos during demolition. Central Valley submitted two bids for asbestos abatement on 706 Lilly Street. One amount if they were successful on the demo bid and a second larger quote if they had to remove the "less than 1% asbestos" during the asbestos abatement. Since Central Valley's combined asbestos and demo bids were the lowest for 706 Lilly Street they have been selected for the that project.

Purchase orders have been issued and work on the properties has begun.

**RECOMMENDATION**

No Action Required, informational report only.