

**LEMOORE**  
CALIFORNIA

JOINT LEMOORE CITY COUNCIL  
★ LEMOORE REDEVELOPMENT  
SUCCESSOR AGENCY MEETING  
COUNCIL CHAMBER  
429 "C" STREET  
March 3, 2015

## AGENDA

*Please silence all electronic devices as a courtesy to those in attendance. Thank you.*

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### **5:30 pm STUDY SESSION**

### **PUBLIC COMMENT**

This time is reserved for members of the audience to address the City Council/Agency Board on items of interest that are not on the Agenda and are within the subject matter jurisdiction of the Council/Agency Board. It is recommended that speakers limit their comments to between 3 to 5 minutes each and it is requested that no comments be made during this period on items on the Agenda. Members of the public wishing to address the Council/Agency Board on items on the Agenda should notify the Mayor/Chairman when that Agenda item is called. The Council/Agency Board is prohibited by law from taking any action on matters discussed that are not on the Agenda, and no adverse conclusions should be drawn if the Council/Agency Board does not respond to public comment at this time. Speakers are asked to please use the microphone, and provide their name and address. Prior to addressing the Council/Agency Board, any handouts to be provided to City Clerk/Board Clerk who will distribute to Council/Agency Board and appropriate staff.

- SS-1 Proposed Code of Conduct for City Council and Boards and Commissions (Laws)**
- SS-2 Proposed City Council Protocol Manual (Laws)**
- SS-3 Proposed New Street Light Pole Standards (Simonson)**

### **CLOSED SESSION**

This time has been set aside for the City Council to meet in a closed session to discuss matters pursuant to Government Code Section 54956.9(d) (4). Based on the advice of the City Attorney, discussion in open session concerning these matters would prejudice the position of the City in this litigation. The Mayor will give an additional oral report regarding the Closed Session at the beginning of the next regular City Council meeting.

### **No Closed Session**

**In the event that not all the items on the closed session agenda have been deliberated in the time provided, the City Council may continue the closed session at the end of the regularly scheduled Council Meeting.**

*Please silence all electronic devices as a courtesy to those in attendance. Thank you.*

## 7:30 pm REGULAR SESSION

- a. **CALL TO ORDER**
- b. **PLEDGE OF ALLEGIANCE**
- c. **INVOCATION**
- d. **CLOSED SESSION REPORT(S)**

## PUBLIC COMMENT

This time is reserved for members of the audience to address the City Council/Agency Board on items of interest that are not on the Agenda and are within the subject matter jurisdiction of the Council/Agency Board. It is recommended that speakers limit their comments to between 3 to 5 minutes each and it is requested that no comments be made during this period on items on the Agenda. Members of the public wishing to address the Council/Agency Board on items on the Agenda should notify the Mayor/Chairman when that Agenda item is called. The Council/Agency Board is prohibited by law from taking any action on matters discussed that are not on the Agenda, and no adverse conclusions should be drawn if the Council/Agency Board does not respond to public comment at this time. Speakers are asked to please use the microphone, and provide their name. Prior to addressing the Council/Agency Board, any handouts to be provided to City Clerk/Board Clerk who will distribute to Council/Agency Board and appropriate staff.

## CEREMONIAL / PRESENTATIONS – Section 1

### No Ceremonial / Presentations

*Items denoted with a ★ are Redevelopment Successor Agency items and will be acted upon by the Redevelopment Successor Agency Board. Agendas for all City Council/Redevelopment Successor Agency meetings are posted at least 72 hours prior to the meeting at the City Hall, 119 Fox St., Written communications from the public for the agenda must be received by Administrative Services no less than seven (7) days prior to the meeting date. The City of Lemoore complies with the Americans with Disabilities Act (ADA of 1990). The Council Chamber is accessible to the physically disabled. If you need special assistance, please call (559) 924-6705, at least 4 days prior to the meeting.*

*All items listed under Consent Calendar are considered to be routine and will be enacted by one motion. For discussion of any Consent Item, it will be made a part of the Regular Agenda at the request of any member of the City Council or any person in the audience.*

## CONSENT CALENDAR – Section 2

- 2-1 Approval – Minutes – Regular Meeting – February 17, 2015
- 2-2 Approval – Warrant Register 14-15 – February 27, 2015
- 2-3 Approval – Budget Adjustment – Emergency Water Main Repair at Kings Lions Complex in the amount of \$15,447.55
- 2-4 Approval – Addition of FootGolf to the Lemoore Municipal Golf Course
- 2-5 Approval – Amendment to Agreement for Golf Course Superintendent/Golf Course Pro Consulting Services Between the City of Lemoore and Tom Ringer
- 2-6 Approval – Amendment to License and Concessionaire Agreement between the City of Lemoore and Max Vernon
- ★ 2-7 Approval – Warrant Register 14-15 – Successor Agency Pursuant to Enforceable Obligation Payment Schedule – February 27, 2015

### PUBLIC HEARINGS – Section 3

No Public Hearings

### NEW BUSINESS – Section 4

- 4-1 Report and Recommendation – First Reading – Amendments and Renumbering to 4-4 of the Lemoore Municipal Code Pertaining to Property Maintenance to Include Public Nuisance - Ordinance 2015-01 (Smith)
- 4-2 Report and Recommendation – First Reading – Amendment to 6-2-3 of the Lemoore Municipal Code Relating to Traffic Speed – Engineering and Traffic Study – Ordinance 2015-02 (Smith)
- 4-3 Report and Recommendation – Budget Adjustment – Asset Replacement for Lemoore Police Department Patrol Unit 85 (Smith)
- 4-4 Report and Recommendation – Joint Use Agreement with the Lemoore Police Athletic League (Simonson)
- 4-5 Informational – Lemoore Municipal Golf Course Update (Simonson)

### DEPARTMENT AND CITY MANAGER REPORTS – Section 5

- 5-1 Department Reports
- 5-2 City Manager Reports

### CITY COUNCIL REPORTS AND REQUESTS – Section 6

- 6-1 City Council Reports / Requests

### ADJOURNMENT

*NOTICE: Pursuant to Government Code §54954.3(a), public comments may be directed to the legislative body concerning any item contained on the agenda for this meeting before or during consideration of the item. Those wishing to address Council on an item shall be limited to between 3-5 minutes and if a large group, the Mayor may request that individuals provide only new information not presented by another person.*

*Any writing or documents provided to a majority of the City Council regarding any item on this agenda will be made available for public inspection at the City Clerk's Counter at City Hall located at 119 Fox Street, Lemoore, CA during normal business hours. In addition, most documents will be posted on the City's website at [www.lemoore.com](http://www.lemoore.com).*

#### Tentative Future Agenda Items

March 17<sup>th</sup>

### PUBLIC NOTIFICATION

I, Mary J. Venegas, City Clerk for the City of Lemoore, declare under penalty of perjury that I posted the above City Council/ Redevelopment Successor Agency Agenda for the meeting of March 3, 2015 at City Hall, 119 Fox Street St., Lemoore, CA on February 27, 2015.

\_\_\_\_\_  
//s//

Mary J. Venegas  
City Clerk

**Mayor**  
Lois Wynne  
**Mayor Pro Tem**  
Jeff Chedester  
**Council Members**  
Ray Madrigal  
Eddie Neal  
William Siegel



**Office of the  
City Manager**

119 Fox Street  
Lemoore, CA 93245  
Phone (559) 924-6700  
Fax (559) 924-9003

## Staff Report

ITEM NO. SS-1

**To:** Lemoore City Council  
**From:** Jeff Laws, City Manager   
**Date:** February 26, 2015 **Meeting Date:** March 3, 2015  
**Subject:** Proposed Code of Conduct for City Council and Boards and Commissions

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### Discussion

On January 23, 2015 Council held a special meeting and discussed a Code of Conduct for City Council. A few samples were distributed to Council for review. Council discussed the idea and asked to have this item brought back at a later date. The Code of Conduct from the City of Kirkland was utilized to prepare the attached proposed Code of Conduct for City Council and Boards and Commissions.

### Budget Impact

No budget impact.

### Recommendation

That the City Council review and discuss any changes they would like to the proposed Code of Conduct for City Council and Boards and Commissions.



## **CITY OF LEMOORE CODE OF CONDUCT FOR CITY COUNCIL AND BOARDS AND COMMISSIONS**

The Code of Conduct is supplemental to the Lemoore Municipal Code and the Code of Ethics and applies to the City Council and all members of City advisory boards and commissions. The Code of Conduct describes how Lemoore officials treat each other and work together for the common good of the community. Conducting the City's business in an atmosphere of respect and civility is the underlying theme in this code. City Officials are responsible for holding themselves and each other accountable for displaying actions and behaviors that consistently model the ideals expressed in the code.

Implicit in the Code of Conduct is recognition of the worth of individual members and an appreciation for their individual talents, perspectives and contributions. The Code will ensure an atmosphere where individual members, staff and the public are free to express their ideas and work to their full potential.

*As a City Official of the City of Lemoore, I agree to these principles of conduct.*

*We consistently demonstrate the principles of professionalism, respect and civility in working for the greater good of Lemoore.*

*We assure fair and equal treatment of all people.*

*We conduct ourselves both personally and professionally in a manner that is above reproach.*

*We refrain from abusive conduct, personal charges or verbal attacks on the character or motives of Council members, commissioners, staff and the public.*

*We take care to avoid personal comments that could offend others.*

*We show no tolerance for intimidating behaviors.*

*We listen courteously and attentively to all public discussions and treat all people the way we wish to be treated.*

*We serve as a model of leadership and civility to the community.*

*Our actions inspire public confidence in Lemoore government.*

*Keeping in mind the common good as the highest purpose, we will focus on holding efficient meetings that achieve constructive solutions for the public benefit.*

*We work as a team to solve problems and render decisions that are based on the merits and substance of the matter.*

*We respect differences and views of other people.*

*We adhere to the principles and laws governing the Council / Manager form of government and treat all staff with respect and cooperation.*

*We will refrain from interfering with the administrative functions and professional duties of staff.*

*We will not publicly criticize individual staff but will privately communicate with the City Manager any concerns about a Department or Department Head or Staff person.*

*We will refrain from negotiating or making commitments without the involvement and knowledge of the City Manager.*

*We will work with staff in a manner that consistently demonstrates mutual respect.*

*We will not discuss personnel issues, undermine management direction, or give or imply direction to staff.*

*We will communicate directly with the City Manager, Department Heads or Designated Staff contacts when asking for information, assistance or follow up.*

*We will not knowingly blindside one another in public and will contact staff prior to a meeting with any questions or issues.*

*We will not attend City Staff Meetings unless requested by staff.*

I acknowledge that I have received and read this Code of Conduct.

\_\_\_\_\_

Name

\_\_\_\_\_

Date

**Mayor**  
Lois Wynne  
**Mayor Pro Tem**  
Jeff Chedester  
**Council Members**  
Ray Madrigal  
Eddie Neal  
William Siegel



**Office of the  
City Manager**

119 Fox Street  
Lemoore, CA 93245  
Phone (559) 924-6700  
Fax (559) 924-9003

## Staff Report

ITEM NO. SS-2

**To:** Lemoore City Council  
**From:** Jeff Laws, City Manager   
**Date:** February 26, 2015  
**Subject:** Proposed City Council Policy Manual

**Meeting Date:** March 3, 2015

### Discussion

On January 23, 2015 Council held a special meeting and discussed a Code of Conduct for City Council. During this discussion, staff presented Council with two City Council Manuals from the City of Lodi and the City of Arcata. Council is again presented with the City Council Manual from the City of Lodi to determine if this is an option they would like staff to pursue. Should Council determine they would like such a manual for the City of Lemoore, it would take several months to draft as there would be significant research to tie the correct City of Lemoore Resolutions with the correct item.

### Budget Impact

No budget impact.

### Recommendation

That the City Council discuss and provide staff direction.

# City of Lodi



## CITY COUNCIL PROTOCOL MANUAL

*Prepared by:*

Office of the City Clerk  
City of Lodi  
221 W. Pine Street  
P.O. Box 3006  
Lodi, CA 95241-1910

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**EXHIBIT D:** Resolution 2009-146 Adopting Policy Regarding Legislative Invocations Before Meetings of the Lodi City Council

## **CITY COUNCIL PROTOCOL MANUAL**

### **1. PURPOSE**

The purpose of establishing the City Council Protocol Manual is to provide guidelines for the City Council to conduct its business in an orderly, consistent, and fair manner.

The protocols set forth herein are not intended to limit the inherent power and general legal authority of the City Council. Any of the protocols herein may be waived by a majority vote of the Council Members when it is deemed that there is good cause to do so based upon the particular facts and circumstances.

The protocols shall be amended by a majority vote of the Council Members and may be amended administratively by the City Clerk's Office in order to remain current with federal, state, and local law.

### **2. STATUTORY REQUIREMENTS/REGULATIONS**

Certain state laws and other established regulations exist, which govern various responsibilities of the City Council. This protocol manual is not intended to duplicate, fully articulate all requirements, or repeal any existing statutes or regulations. City Council Members are responsible for becoming familiar with these statutes and regulations.

#### **2.1 The Brown Act**

The Ralph M. Brown Act provides that all meetings of a legislative body, whether meetings of the City Council or its appointed commissions and committees, shall be open and public and all persons shall be permitted to attend. Notices of such meetings must be made 72 hours prior to the meeting (or 24 hours in the case of a special meeting). A "meeting" takes place whenever a quorum is present and subject matter related to the City business is heard, discussed, or deliberated upon.

#### **2.2 Political Reform Act**

The Political Reform Act states that public officials shall perform their duties in an impartial manner, free from bias caused by their own financial interests or the financial interests of persons who have supported them. The Political Reform Act establishes regulations regarding conflicts of interests and campaign receipts and expenditures.

#### **2.3 Lodi Municipal Code (LMC)**

The Lodi Municipal Code consists of those codified ordinances of general municipal regulations and laws of the City of Lodi.

2.4 LMC Chapter 2.04 Relating to Council Meetings

LMC Chapter 2.04, "City Council Meetings," sets forth the Regular Meeting and Shirtsleeve Session dates, times, and location and further establishes rules for the conduct of City Council meetings. (Attached as Exhibit A)

2.5 Rules of Conduct of Meetings, Proceedings, and Business (Res. 2006-31)

Resolution No. 2006-31, adopted by the Lodi City Council on February 15, 2006, establishes rules for the conduct of City Council meetings, proceedings, and business. (Attached as Exhibit B)

2.6 City of Lodi Administrative Policy Manual

The Administrative Policy Manual consolidates all administrative policies and procedures of a general or inter-departmental nature into one document. Administrative regulations meet the following criteria: 1) are directed toward an ongoing City process or procedure; 2) are limited to one major subject area; and 3) are applicable to more than one City department. Administrative regulations are issued from the City Manager's Office.

2.7 Code of Ethics & Values (Res. 2004-115)

Resolution No. 2004-115, adopted by the Lodi City Council on June 2, 2004, sets forth the code of ethics and values for Lodi City Council Members and City Council appointees.

The proper operation of democratic government requires that decision-makers be independent, impartial, and accountable to the people they serve. The City of Lodi has adopted this code of ethics and values to promote and maintain the highest standards of personal professional conduct in the City's government. (Attached as Exhibit C)

**3. COUNCIL ORGANIZATION**

3.1 Newly-Elected Members

Newly-elected Council Members are sworn into office generally at the first regular Council meeting in December following a regular municipal election. Immediately upon election (even before being sworn into office), newly-elected Council Members are subject to the provisions of the Brown Act. Newly-elected Council Members shall not be allowed to attend closed sessions before being sworn into office.

3.2 Reorganization

Pursuant to Lodi Municipal Code Section 2.04.070, "Presiding officer—Mayor—Mayor Pro Tempore," the reorganization of the Council shall occur annually at the first regular Council meeting in December by electing a Mayor and Mayor Pro Tempore.

A community reception honoring the incoming Mayor, outgoing Mayor, and Council Members is traditionally held immediately following the reorganizational meeting.

### 3.3 Selection of Mayor and Mayor Pro Tempore

The term of office for the Mayor and Mayor Pro Tempore shall be one year. A majority vote of the Council is necessary to designate a Mayor and Mayor Pro Tempore. The election of the Mayor and Mayor Pro Tempore will take place as follows:

- City Clerk will conduct the election for the office of Mayor.
- Following the election, the City Clerk will turn over the gavel to the newly-elected Mayor, who will then conduct the election for the office of Mayor Pro Tempore.

### 3.4 Duties of Mayor and Mayor Pro Tempore

The Mayor shall preside at the meetings of the Council. If he/she is absent or unable to act, the Mayor Pro Tempore shall serve until the Mayor returns or is able to act.

In the absence of the Mayor and Mayor Pro Tempore, the City Clerk shall call the Council to order, whereupon a temporary Chairperson shall be elected by the members of the Council present.

The Mayor meets with the City Manager, Deputy City Manager, City Attorney, and City Clerk one week prior to Council meetings to review the draft agenda.

*(Refer to LMC Section 2.04.070, "Presiding officer—Mayor—Mayor Pro Tempore," LMC Section 2.04.080, "Call to order—Temporary chairman," and Res. 2006-31 for additional duties of Mayor and Mayor Pro Tempore.)*

### 3.5 Seating Order

Following the Council reorganization, the City Clerk shall designate the seating order for the Council dais.

### 3.6 Representation at Ceremonial Functions

The Mayor shall represent the Council at ceremonial functions. The Mayor may, at his/her own discretion, ask another Council Member to represent the Council at the function.

Council Members shall be reimbursed for admission, meal expenses, and mileage to attend ceremonial functions, for which the Council Member was invited to represent the City, pursuant to the City of Lodi Travel and Business Expense Policy.

3.6a Issuance of Proclamations and Certificates, Presentation of Gifts, and Public Recognition

**PROCLAMATIONS AND CERTIFICATES OF RECOGNITION OR APPRECIATION:** All requests for proclamations and certificates are subject to approval by and prepared on behalf of the Mayor. Proclamations and certificates are signed by the Mayor, and are prepared in response to the type of recognition requested (which may include recognition of individuals, groups, and events of significance to the Lodi community). Proclamations and certificates may be presented at a City Council meeting or at an outside event or meeting. Typically, requests are honored for presentation at a Council meeting only if a local representative from the requesting agency can appear to accept the certificate.

**PRESENTATION OF GIFTS:** Requests for plaques, gifts, awards, or other Protocol Account expenses shall be approved by the Mayor, or by the City Council should the amount be over \$1,000 (refer to Res. 2000-126, "Protocol Account Policy").

**IN MEMORY OF:** A meeting may be dedicated in memory of an individual at the direction of the Mayor or Member of the City Council. The announcement will be made following roll call. If the meeting is dedicated, the individual's family will be mailed a letter by the City Clerk's Office acknowledging the dedication.

**4. COUNCIL ADMINISTRATION**

4.1 Salaries and Benefits

Council salaries are established by LMC Chapter 2.08, "City Council Salaries." Government Code Section 36516 provides specific restrictions for adjusting Council salaries. Council Members shall be entitled to certain benefits, as outlined in Resolution No. 2000-211, which was adopted on November 15, 2000.

4.2 Travel and Expense Reimbursements

The Council shall establish an annual budget for conferences, meetings, training, and representation at ceremonial functions. Council Members shall attend these functions at his/her own discretion for purposes of improving comprehension of and proficiency in municipal affairs and/or legislative operations.

The Mayor will be allocated an additional \$500 per year for representation expenses.

The expenses of spouses who accompany public officials in the conduct of their public duties cannot be reimbursed (75 Cal. Op. Att'y. Gen. 20 (1992)).

4.2a AB1234 Expense Reimbursement Policy (Res. 2006-230)

Council Members shall be subject to the AB1234 Expense Reimbursement Policy as adopted by the Lodi City Council on December 20, 2006.

4.2b Appointment of Delegate/Alternate to National League of Cities and League of California Cities Annual Conferences (Res. 96-138)

Pursuant to Resolution No. 96-138, adopted by the Lodi City Council on September 18, 1996, the Mayor shall serve as the voting delegate and the Mayor Pro Tempore shall serve as the voting alternate for all National League of Cities and League of California Cities annual business meetings. In the event the Mayor and/or Mayor Pro Tempore does not attend the meeting, the Mayor shall make the selection of the voting alternate and/or delegate.

4.3 Protocol Account Policy (Res. 2000-126)

Pursuant to Resolution No. 2000-126, adopted by the Lodi City Council on July 19, 2000, expenses used for such occasions as Council receptions and business luncheons, joint dinner meetings with various agencies and organizations, and supplies associated with Mayoral duties (e.g. plaques and awards, sympathy and congratulation tokens, etc.) would require specific City Council approval, if over \$1,000. A monthly itemized report of the Protocol Account shall be provided to the City Council by the City Clerk.

4.4 Appointment of City Council Appointees (LMC Title 2)

Pursuant to LMC Section 2.12.010, "Office established—Appointment—Qualifications," the office of City Manager is established, which shall be appointed by the City Council solely on the basis of his/her executive and administrative qualifications. The powers and duties of the City Manager are set forth in LMC Section 2.12.060, "Powers and duties generally."

Pursuant to LMC Chapter 2.13, "City Clerk," the City Clerk shall be appointed by the City Council, which shall prescribe the qualifications, additional duties, and compensation of the City Clerk. The powers and duties of the City Clerk are further set forth in LMC Chapter 2.13, as well as those specified in California Government Code §40801 et seq. and other state and local statutes.

Pursuant to LMC Chapter 2.14, "City Attorney," the City Attorney shall be appointed by the City Council and shall serve as legal counsel to the City government and all officers, departments, boards, commissions, and agencies thereof. The powers and duties of the City Attorney are further set forth in LMC Chapter 2.14, as well as those prescribed by state law and by ordinance or resolution of the City Council.

#### 4.5 Evaluation of City Council Appointees (Res. 2002-224)

Pursuant to Resolution No. 2002-224, adopted by the Lodi City Council on November 6, 2002, the City Council shall conduct Council Appointees' evaluations annually over the course of two City Council closed session meetings.

The purpose of Council Appointee evaluations is to: 1) motivate Appointees to work at their highest capacity by jointly establishing job standards and objectives, review progress toward achieving those results, and subsequently plan the Appointee's future development; 2) determine an Appointee's performance level to assist in making appraisals for merit pay increases and disciplinary actions; and 3) serve as a means of communication between City Council and the Appointee.

### 5. COMMISSION APPOINTMENTS

#### 5.1 Commissions

City commissions (which hereinafter include standing Council-appointed boards, commissions, and committees) serve as advisory bodies to facilitate public input and citizen participation in the determination of public policies. This is accomplished by formulating recommended courses of action and policy to the City Council with whom final determination rests. The Planning Commission (LMC Chapter 2.16, "Planning Commission") has authority to make final determination in applicable circumstances (see LMC Title 17, "Zoning").

#### 5.2 Board, Committee, and Commission Appointment and Removal

##### Appointment

Resolution No. 2003-156, adopted by the Lodi City Council on August 20, 2003, establishes the policy regarding appointment of persons to membership on a City board, committee, and commission (hereinafter "Commission"). Commission applicants, with the exception of the Greater Lodi Area Youth Commission, must be registered voters of San Joaquin County, and Site Plan and Architectural Review Commission applicants must be registered voters of the City of Lodi. Pursuant to LMC Section 2.16.010, "Established—Appointment," Planning Commission applicants must be registered voters of the City of Lodi. Those applicants not meeting this requirement will be notified by the City Clerk's Office that their application does not meet specifications and cannot be considered for appointment. Applications are to be accepted by the City Clerk for 30 days and shall remain valid and on file for one year. Exception: Full-time and part-time City employees are prohibited from serving on a commission.

Those seeking appointment to a commission must submit an application to the City Clerk's Office. Those commissioners whose terms have expired must submit a new application (terms are not automatically renewed), and the City Clerk will notify said Commissioners with a letter and new application form. Following the

close of the 30-day application period, copies of all applications will be provided to Council Members for informational purposes, as well as to the appropriate staff liaisons, who will be asked to provide feedback on each candidate, including those seeking reappointment.

The Mayor shall conduct interviews and submit recommendation(s) for appointment to the City Clerk's Office for placement on the City Council agenda for motion action. Exception: The Greater Lodi Area Youth Commission may conduct independent interviews of all applicants, providing the Mayor with a ranking of the top ten, which he/she shall use in selecting qualified candidates.

Following Council appointment, the successful candidate(s) will be notified by the City Clerk's Office via letter of the appointment and Conflict of Interest filing obligation. Copies of the letter and completed application form(s) will be forwarded to the appropriate staff liaison, who will contact the successful candidate(s) regarding meeting dates and times and responsibilities. The City Clerk's Office will notify the unsuccessful candidates of the outcome and confirm the status of their application (i.e. currently valid; has or about to expire; etc.).

#### Removal

A person appointed by the City Council to a Commission shall continue to serve as a member thereof except when:

1. The person's term of office expires and a different person has been appointed.
2. The person voluntarily resigns from the Commission.
3. The person no longer resides and/or is a registered voter within the required jurisdiction.
4. The person fails to attend three (3) consecutive meetings of the Commission and does not have prior approval for said absences by way of a majority action of the Commission.

A majority vote of the City Council may remove any member of a Commission for any reason including, but not limited to, conduct unbecoming a public official, violating the City's Conflict of Interest Code, failing to comply with statutory requirements, or failing to attend fifty percent (50%) of the Commission meetings in a calendar year. Conduct unbecoming a public official includes the conduct that any reasonable commissioner would know is incompatible to public service, would indicate a lack of fitness to perform the functions of a commissioner or would discredit or cause embarrassment to the City.

Any member of the City Council may initiate a person's removal from a Commission by requesting that consideration of the person's removal be placed on the Council's agenda at a regular or special meeting for discussion and potential action. The City Clerk shall notify the person affected of the time and place of the meeting. When the item is on the City Council agenda, the City Council may, by majority vote, remove the person from a Commission."

### 5.3 Commission Responsibility

Commissioners should respect the public and staff and shall take seriously their responsibility for reporting to the City Council. Positions taken by appointed representatives should be in alignment with the positions that the Council has taken on issues that directly impact the City of Lodi. Commissioners shall make a good faith effort to attend all scheduled meetings and will notify the City liaison if they will be absent. Each Council-appointed commission shall be designated a staff liaison who shall make certain that the commission is properly instructed on its responsibilities and performance expectations. This may include the issuance of the commission's bylaws or guidelines, as well as copies of The Brown Act and Resolution No. 2006-31, "Rules of Conduct of Meetings, Proceedings, and Business." The City Attorney may from time to time conduct Brown Act workshops for new commissioners.

Commissioners may address the Council on items discussed by their respective bodies but should be limited to the chair or a representative that has been appointed by the commission. This will not take precedence over any individual's first amendment right to address the Council as an individual.

### 5.4 Council Contact with Commissions

Members of the City Council should not attempt to influence or publicly criticize commission recommendations, or to influence or lobby individual commission members on any item under their consideration. It is important for commissions to be able to make objective recommendations to the City Council on items before them. An exception to the Brown Act allows a legislative body majority to attend an open and noticed meeting of a standing committee of the legislative body provided that the legislative body members who are not members of the standing committee attend only as observers, meaning that they cannot speak or otherwise participate in the meeting.

### 5.5 Ad Hoc Committees and Task Forces

The City Council, through the City Manager, shall make certain that all Council-appointed ad hoc committees and task forces are properly instructed in their assigned scope of work and responsibility. The expected output of their effort shall be clearly defined. Ad hoc committees and task forces are responsible for keeping the Council informed about issues being considered and their progress. This is to be accomplished by meeting minutes distributed in the Council weekly packets. Ad hoc committees and task forces are responsible for advising the Council of any need for information or more specific instructions. Ad hoc committees and task forces shall obtain Council concurrence before they proceed in any direction different from the original instructions of the Council.

#### 5.6 Annual Recognition Reception

Each year in December, the City Council hosts an event (coordinated by the City Clerk's Office) to recognize the efforts of current and outgoing members of Council-appointed boards, commissions, committees, and task force groups.

#### 5.7 Council Service on Commissions

Council Members are requested to serve on various commissions for outside agencies. Following a City election, at which new Council Members are elected, the newly-seated Council shall review the list of current assignments and make recommendations for appointments. Any Council Member desiring to serve on a certain commission should inform the Mayor. Council Members resigning from his/her position on a certain commission should inform the Mayor (via the City Clerk's Office) in writing. Appointments are subject to approval by a majority of Council.

Council representatives to such commissions shall keep the Council informed of ongoing business through periodic updates under the "Comments by Council" segment of the regular City Council meeting agenda or other means as appropriate.

#### 5.8 Regional Boards

The role of the Council on regional boards will vary depending on the nature of the appointment. Representing interests of Lodi is appropriate on some boards; this is generally the case when other local governments have its own representation. Examples might be serving on the Northern California Power Agency and Northern San Joaquin County Groundwater Banking Authority. Other appointments, such as San Joaquin Council of Governments, are broader in nature; these boards depend on its members taking a more regional approach.

The positions taken by the appointed representative are to be in alignment with the positions that the Council has taken on issues that directly impact the City of Lodi. If an issue should arise that is specific to Lodi and the Council has not taken a position, the issue should be discussed by the Council prior to taking a formal position at a regional board to assure that it is in alignment with the Council's position.

### **6. MEETING GUIDELINES & PROCEDURES**

#### 6.1 Attendance / Quorum

Council Members acknowledge that attendance at lawful meetings of the City Council is part of their official duty. Council Members shall make a good faith effort to attend all such meetings unless unable. Council Members will notify the City Clerk if they will be absent from a meeting. The City Clerk will then notify the City Manager, City Attorney, and all other Council Members.

Three members of the City Council shall constitute a quorum and shall be sufficient to transact business. If less than three appear at a regular meeting, the Mayor, Mayor Pro Tempore in the absence of the Mayor, any Council Member in the absence of the Mayor and Mayor Pro Tempore, or in the absence of all Council Members, the City Clerk, or his/her designee, shall adjourn the meeting to a stated day and hour or cancel the meeting due to the lack of a quorum.

Rule of Necessity: If enough Council Members are disqualified (e.g. conflict of interest) such that a quorum cannot be met the disqualified Members shall draw lots to rehabilitate a sufficient number of Council members to permit Council action. Direction from the City Attorney should be sought to determine that real conflict exists to necessitate the need to use the Rule of Necessity.

## 6.2 Meeting Dates and Location

Whenever possible, taking into consideration the number of participants and room availability, all Council meetings noticed for action shall be scheduled in the Council Chamber at the Carnegie Forum to allow for a live cable-cast of the meeting.

### 6.2a Regular Meetings & Informal Informational (Shirtsleeve) Sessions

Pursuant to LMC Chapter 2.04, "City Council Meetings," regular meeting dates are the first and third Wednesday of each month commencing at 7:00 p.m. Informal Informational (Shirtsleeve) Sessions are held every Tuesday morning at 7:00 a.m.

### 6.2b Special/Joint/Adjourned/Emergency Meetings

The Brown Act sets forth specific requirements for holding adjourned, special, and emergency meetings. The City Council may from time to time hold special joint meetings with boards and commissions or outside agencies or groups.

## 6.3 Agenda / Council Meeting

### 6.3a Agenda Packet Preparation

The City Manager reviews and approves all items for the Council agenda. Agenda packets are compiled, photocopied, converted electronically, posted to the Web, and distributed through the City Clerk's Office, pursuant to the "City Council Agendas, Council Communications, and Packet Policy/Procedure." Agenda packets (in CD format) shall be delivered to Council Members on the Friday prior to the Council meeting.

### 6.3b Placing Items on the Agenda

Pursuant to LMC Section 2.04.180 "Preparation of agendas," matters may be placed on the agenda for consideration by request of 1) any member of the City Council, 2) the City Manager, 3) the City Clerk, and 4) the City Attorney. Any reasonable request by any person named in this section shall

be honored, subject to the City Manager's discretion as to the preparation of accompanying staff reports.

Requests from the public to place an item on the agenda are to be directed to the City Clerk's Office and shall be handled in the following manner:

- Proclamation/Certificate – All requests for proclamations and certificates are subject to approval of the Mayor and are typically honored only if a local representative from the requesting agency can appear to accept the certificate.
- Presentations – Most requests for presentation by civic groups and local organizations and requests for recognition of Eagle Scouts or for excellence in academics, athletics, etc. shall be honored and placed appropriately under the "Presentations" segment of the agenda.
- Item for Discussion/Action – Requests by members of the public to place an item for discussion or action on the agenda shall be directed to the appropriate City department for proper handling. In the event it cannot be handled in this manner, the individual requesting the action should submit in writing his/her specific request. The City Clerk shall then place the matter on the agenda under "Communications." The Council shall not take action on the matter other than to either 1) direct that the matter be placed on a future agenda or 2) direct staff to research the issue and report back to Council.

#### 6.3c Order of Agenda Items

Resolution No. 2005-10, adopted by the Lodi City Council on January 11, 2005, establishes the order of business for City Council meetings. Topics anticipated to be of greatest interest to the public will be placed at the beginning of the Regular Calendar.

#### 6.3d Agenda Posting

The agenda for any Regular, Special, or Shirtsleeve Session meeting shall be made available to the general public.

For every Regular, Special, or Shirtsleeve Session meeting, the City Clerk, or other authorized person, shall post the agenda, specifying the time and place at which the meeting will be held and a brief description of all items of business to be discussed at the meeting. The agenda shall be posted according to law at the following locations:

- Lodi City Hall – 221 W. Pine Street
- City Clerk's Office – 221 W. Pine Street, 2<sup>nd</sup> Floor
- Lodi Carnegie Forum\* – 305 W. Pine Street
- Lodi Public Library – 201 W. Locust Street
- On the Internet – [www.lodi.gov](http://www.lodi.gov)

\*NOTE: This is the official City of Lodi posting location freely accessible to the public 24 hours a day.

### 6.3e Americans with Disabilities Act Statement

Agendas for all City Council meetings will contain a statement regarding the Americans with Disabilities Act in substantially the following language, making the City Clerk the contact for inquiries.

**“NOTE:** All staff reports or other written documentation relating to each item of business referred to on the agenda are on file in the Office of the City Clerk, located at 221 W. Pine Street, Lodi, and are available for public inspection. If requested, the agenda shall be made available in appropriate alternative formats to persons with a disability, as required by Section 202 of the Americans with Disabilities Act of 1990 (42 U.S.C. Sec. 12132), and the federal rules and regulations adopted in implementation thereof. To make a request for disability-related modification or accommodation contact the City Clerk’s Office as soon as possible and at least 24 hours prior to the meeting date.”

### 6.3f Limitation to Act Only on Items on the Agenda

No action shall be taken by the City Council on any item not on the posted agenda, subject only to the exceptions listed below:

- Upon a majority determination that an “emergency situation” (as defined by state law) exists; and
- Upon determination by a 4/5 vote of the full City Council, or a unanimous vote if less than a full Council, that there is a need to take immediate action and that the need to take the action came to the attention of the City Council subsequent to posting of the agenda.

### 6.3g Supplemental Information (“Blue Sheet” Items)

At times, it may be necessary to amend or provide new information to Council following the publication of the City Council packet. Supplemental material that revises a previously submitted item shall show new information in bold and deleted information in strikethrough. Supplemental material that adds further information to a previously submitted item (e.g. a new Council Communication or attachment) shall contain the statement “SUPPLEMENTAL INFORMATION” on the top, right-hand side of the new material. All supplemental material shall be copied on blue paper and distributed to Council Members and key staff members, in addition to the public information table, prior to the start of the meeting.

### 6.3h Closed Session

Closed sessions are regulated pursuant to the Brown Act. All written materials and verbal information regarding closed session items shall remain confidential. No member of the Council, employee of the City, or anyone else present shall

disclose to any person the content or substance of any discussion that takes place in a closed session, unless authorized by a majority of Council. The same high standard of respect and decorum as apply to public meetings shall apply to closed sessions. There shall be courtesy, respect, and tolerance for all viewpoints and for the right of Council Members to disagree.

In accordance with Resolution No. 80-101, adopted by the Lodi City Council on August 6, 1980, the City Clerk is authorized to attend all closed session meetings to record motions and actions taken by the City Council. The City Attorney, following the adjournment of a closed session, shall disclose all reportable action taken in the closed session, which shall be recorded into the record by the City Clerk.

6.3i Invocations (Res. 2009-146)

In accordance with Resolution No. 2009-146, adopted by the Lodi City Council on October 21, 2009, invocations shall follow the policy regarding legislative invocations before meetings of the Lodi City Council. (Attached as Exhibit D)

6.3j Presentations

Special presentations shall be scheduled as necessary in recognition of persons or groups, or for the promotion of an event or service. Requests for special presentations must be submitted to the City Clerk in writing in advance of the agenda deadline.

6.3k Consent Calendar

Those items on the Council agenda that are considered to be of a routine and non-controversial nature by the City Manager shall be listed on the "Consent Calendar." These items so listed shall be approved, adopted, accepted, etc. by one motion of the Council.

Council Members may comment on Consent Calendar items or ask for minor clarifications without the need for pulling the item for separate consideration. Items requiring deliberation should be pulled for separate consideration.

6.3l Public Comments

Pursuant to the Brown Act, public comment will be allowed on specific items of business on the Council agenda before or during the Council's consideration of the matter. Members of the public wishing to address Council on a closed session topic will be allowed an opportunity to do so prior to Council adjourning to closed session. Public comments will also be allowed on any item not on the agenda but within the jurisdiction of the City Council. Public comments on non-agenda

items are limited to five minutes each. Individuals desiring to speak are encouraged, but not required, to submit a request to speak card to the City Clerk listing their name and address.

All comments and testimony shall be made from the podium through the Mayor; no comment or testimony shall be shouted from the audience. Comment and testimony are to be directed to the City Council. Dialogue between and inquiries from citizens at the podium and members of staff or the seated audience is not permitted. Inquiries which require staff response shall be referred to staff for response at a later time.

The City Council cannot prohibit public criticism of policies, procedures, programs, or services of the agency or the acts or omissions of the City Council itself; however, the Brown Act provides no immunity for defamatory statements. Any person who addresses the City Council in a manner which disrupts, disturbs, or impedes the orderly conduct of the meeting may be asked to terminate his/her comment period. Continued inappropriate behavior or comments, after having been directed to discontinue, may be grounds for removal from the meeting.

#### 6.3m Council Comments on Non-Agenda Items

Council Members may make comments on non-agenda items. Comments are generally for informational purposes or to request a future report on a matter; it is not intended for detailed discussion of an item or for action (Gov. Code Section 54954.2(a)(2)).

#### 6.3n Public Hearings

Public hearings may be required on certain items as prescribed by the Lodi Municipal Code or by state or federal law. In addition to the public hearing procedures set forth in Resolution 2006-31, adopted by the Lodi City Council on February 15, 2006, the general procedure for public hearings is as follows:

1. Staff presents its report. Council Members may ask questions of staff.
2. The Mayor opens the public hearing.
3. The applicant or appellant has the opportunity to present his/her comments, testimony, or arguments. Adequate time must be allotted for the applicant or appellant to present his/her case.
4. Members of the public may present their comments subject to time limits established by the Mayor.
5. The Mayor closes the public hearing after everyone wishing to speak has had the opportunity to do so.
6. Council deliberates and takes action.

When the City Council acts in an adjudicatory or quasi-judicial capacity, each member must (1) disclose on the record the nature and substance of any ex parte communications relating to the matter; and (2) provide interested parties full and fair opportunity to rebut or explain the information obtained from those communications.

6.3o Regular Calendar

Those items on the Council agenda that are considered to require Council discussion or public input shall be listed on the "Regular Calendar." These items so listed shall be approved, adopted, accepted, etc. separately by the Council.

6.3p Ordinances

Ordinances involve a command or prohibition and have the force of law in the city for which an ordinance is adopted. An ordinance generally prescribes some permanent rule of conduct or government that remains in force until the ordinance is repealed. With the exception of urgency ordinances, no ordinance may be passed within five days of its introduction. Two readings are therefore required—one to introduce (on the Regular Calendar) and a second to adopt the ordinance (under Ordinances). Ordinances may only be passed at a Regular meeting or at an Adjourned (i.e. continued) Regular meeting; except for urgency ordinances, ordinances may not be passed at a Special meeting. Unless otherwise stated, an ordinance shall take effect 30 days following the date of adoption.

6.3q Resolutions

A resolution expresses City Council policy or directs certain types of administrative action and may be changed by a subsequent resolution. Resolutions are effective on the date of adoption.

6.3r Minute Motion

A minute motion is the most informal official action taken by the City Council. It ordinarily is used to indicate majority approval of a procedural action, such as accepting grant deeds, approving plans and specifications and agreements, or otherwise authorizing disposition of an agenda item.

6.3s Agency Meetings (LPIC, IDA, LFC, RDA)

The City Council, which also sits as members of the Lodi Public Improvement Committee (LPIC), Improvement Development Authority (IDA), Lodi Financing Committee (LFC), and the Redevelopment Agency (RDA), shall meet annually at the second meeting in December to elect new officers. Typically, the Mayor shall serve as Chairperson or President and the

Mayor Pro Tempore shall serve as the Vice Chairperson or Vice President. The RDA members are entitled to compensation of \$30 per meeting up to four meetings per month; however, they may vote to waive the compensation.

6.3t Council Communications / Staff Reports

Each City Council agenda item shall have a coordinating staff report (Council Communication) prepared by the originating department. Council Communications are written specifically for the purpose of communicating information necessary for policy and decision-making and shall include an abbreviated history, the overall intent and need for the requested action, and its impact or affect on the community, services, and programs of the City.

6.3u Submitted Materials at Meetings are Public Record

Any written correspondence or other materials, when distributed to all, or a majority of all, of the members of the City Council by any person in connection with a matter subject to discussion or consideration at a public meeting, are disclosable public records under the California Public Records Act and shall be made available upon request without delay. Writings that are public records and that are distributed during a public meeting shall be made available for public inspection at the meeting if prepared by City staff or a member of the City Council, or after the meeting if prepared by some other person. All writings referenced herein shall be provided to and documented with a received/filed date by the City Clerk.

6.3v Electronic Mail Communications, Prohibited during Meetings

Use of the Internet and e-mail is prohibited by Council Members during City Council meetings. The purpose of this is: 1) to ensure that no violations of the Brown Act occur and 2) to allow for proper management of communications during meetings so that City business can be conducted in an efficient and orderly manner. E-mail communication sent to the City Council related to an item on an agenda will be received in the City Clerk's Office up to the close of business (5 p.m.) on the date of the meeting and will be provided to Council Members via "blue sheet." Such communications will be handled in accordance with California Government Code Section 54957.5.

6.3w Minutes

The City Clerk, or his/her designee, shall attend and prepare comprehensive summary minutes of all public meetings of the City Council. Minutes ready for Council approval shall be placed on the regular City Council meeting agenda and included in the Council packet. Pursuant to LMC Section 2.04.110, "Reading and approval of minutes," any Council Member can request a correction or amendment to the minutes, subject to verification

by the City Clerk. It is suggested that Council Members contact the City Clerk no later than Tuesday before the regular meeting, which will allow the Clerk time to review the audio tape to ensure that the requested amendment was verbalized at the meeting, and if so, make the change to the minutes and present the amended minutes to Council on the day of the meeting for approval.

6.4 Rules of Conduct

6.4a Discussion Rules

The Mayor or presiding officer has the responsibility to control the debate and the order of speakers pursuant to the rules for conduct of meetings, proceedings, and business as set forth in Resolution No. 2006-31.

6.4b Council Comments (Related to Items on the Agenda)

Council Members shall limit their comments to the subject matter, item, or motion being currently considered by the Council.

6.4c Speaker Time Limits

Members of the public speaking on non-agenda items shall be limited to five minutes. On scheduled items where the Council determines that the existence of unusual or controversial issues exists, that the large number of speakers wishing to address the Council so justifies, or that other considerations make modification appropriate, the Mayor may limit the amount of time to be afforded each speaker.

6.4d Council Questions of Speakers

Council Members who wish to ask questions of speakers may do so, but only after being recognized by the Mayor. Members of Council shall not engage in debate with a member of the public at Council meetings.

6.5 Decorum

6.5a Council Members / Council Appointees

Resolution No. 2004-115, adopted by the Lodi City Council on June 2, 2004, establishes the code of ethics and values to be followed by City Council Members and City Council Appointees (i.e. City Manager, City Attorney, and City Clerk). Members of the City Council and Council Appointees value and recognize the importance of the trust invested in them by the public to accomplish the business of the City. Council Members and Appointees shall accord the utmost courtesy to each other, to City employees, and to the public appearing before the City Council. At all times, Council Members in the minority on an issue shall respect the decision and authority of the majority.

6.5b City employees

Members of the City staff are expected to observe the same rules of order and decorum applicable to the City Council. City staff shall act at all times in a business professional manner toward Council Members and members of the public.

6.5c Public

Members of the public attending City Council meetings shall observe the same rules of order and decorum applicable to the City Council.

6.5d Noise in the Chamber

Noise emanating from the audience within the Council Chamber or lobby area, which disrupts City Council meetings, shall not be permitted.

6.6 Use of Council Chamber

As set forth in the City of Lodi Administrative Policy and Procedure Manual, the following are authorized uses of the spaces in the Carnegie Forum.

1. All meetings of the City Council.
2. All meetings of City boards and commissions when such boards and commissions are staffed by a City liaison person.
3. Meetings called by a Council Member(s) to discuss City business with constituents and others.
4. Department Head and other City staff meetings.
5. City employee training sessions.
6. General meetings of City employees for the purpose of disseminating job-related information.
7. Professional meetings hosted/conducted by City staff.
8. City-sponsored community awareness programs.

Exceptions to this policy may be made only on the authority of the City Council. The Council Chamber cannot be used as a location for taking campaign photos. All requests for use of Carnegie Forum spaces shall be made through the Secretary to the City Manager.

**7. COMMUNICATIONS**

7.1 Processing and Delivering of City Council Mail by City Clerk's Office

Upon authorization of the City Council Member, the City Clerk shall open all mail addressed to the Mayor and City Council Members, with the exception of those marked "Personal" or "Confidential."

Communication Addressed to the "City Council"

All correspondence addressed to the "City Council" is treated as public information. A copy is made for each member of the City Council, City Manager, City Attorney, and all other affected departments for information, referral, or handling. The original document is retained in the City Clerk's Office file.

Communication Addressed to the "Mayor"

Commonly, the sender's intent when addressing communication to the "Mayor" is merely to forward it to the head of the city governing body, and consequently, this type of correspondence is often handled in the same manner as communication addressed to the "City Council." Handling of the Mayor's mail is, however, at the discretion of the individual serving in this capacity, which is ascertained each year following the reorganization of the City Council.

Communication Addressed to Individual Council Members

Communication addressed specifically to individual City Council Members is treated as personal mail and is only opened by the City Clerk's Office if express authorization to do so was given by the Council Member. No copies are made or distributed. Should a response be needed, it is up to the individual Council Member to whom the correspondence was addressed, as is forwarding the information to affected departments if appropriate.

7.2 Council Calendar

An Annual Calendar List of Events shall be prepared by the City Clerk's Office, which includes City-related events, functions, meetings, and annual conferences. A weekly calendar is also prepared by the City Clerk and distributed to each Council Member, Administrative staff, and the press for informational purposes. It shall be the responsibility of Council Members to notify the City Clerk of their attendance at an event, for which the City Clerk will handle the arrangements.

7.3 Citizen Complaint Process

All complaints directed to the City Council through the City Clerk's Office will be copied to the City Manager's Office and other affected departments. A reply, confirming receipt and notifying the sender who the communication was forwarded to, will be sent by the City Clerk's Office within 24 hours.

7.4 Use of City Letterhead or City Seal

All Council Member correspondence written on City resources, i.e. letterhead, staff support, postage, etc., will reflect a majority position of the Council, not individual Council Members' positions. All Council Member correspondence using City resources shall be copied to the full Council. The City Clerk is the custodian of the Official City Seal pursuant to Lodi Municipal Code 2.13.010. The City Seal shall not be altered and is to be used only on official City documents.

#### 7.5 Communications with Staff

Pursuant to LMC Section 2.12.070, "Council to Deal Exclusively through City Manager," the City Council and its members, except for the purpose of inquiry, shall deal with administrative services solely through the City Manager, and neither the City Council nor any member thereof shall give orders to any of the subordinates of the City Manager. A Council Member shall not direct staff to initiate any action, change a course of action, or prepare any report that is significant in nature, nor shall a Council Member initiate any project or study without the approval of a majority of Council. Exception: Pursuant to LMC Title 2.13 and 2.14, the City Attorney and City Clerk are appointed by the City Council and shall report his/her advice, recommendations, and requests directly to the City Council.

In regard to an agenda item question, Council Members are encouraged to contact staff members to ask questions for clarification prior to the meeting, at which the subject will be discussed.

#### 7.6 Complaints Regarding Performance of Staff

Any concerns by a member of Council over the behavior or work of a City employee should be directed to the City Manager privately to ensure the concern is resolved. Council Members shall not reprimand employees directly, nor shall they communicate their concerns to anyone other than the City Manager.

#### 7.7 Handling of Litigation / Confidential Information

Council Members shall keep all written materials and verbal information provided to them on matters that are confidential under state law in complete confidence to ensure that the City's position is not compromised. No disclosure or mention of information in these materials shall be made to anyone other than Council Members, the City Attorney, or City Manager.

#### 7.8 Representing Majority vs. Individual Opinion

A person elected to the City Council plays two roles: a member of a body elected to represent the City in its entirety and a private resident of the City. The second role is not relinquished when the first role is assumed. It is important to distinguish between the two roles at all times and to conduct business in one role separately from the other. The elected Council Member retains the right to speak as an individual, not as a member of the City Council, but must make it very clear that he/she speaks on his/her own behalf and not as a member of the City Council. This is because when the Council acts, it acts as a whole, not as a group of individuals.

If a member of the City Council appears before another governmental agency or organization to give a statement on an issue affecting the City, the Council Member should first indicate the majority position and opinion of the Council. Personal opinions and comments may be expressed only if the Council Member clarifies that these statements do not represent the position of the City Council.

7.9. Legislative Communications at the Request of City-Affiliated Organizations

From time to time, the City is asked by the League of California Cities and other City-affiliated organizations to take a support and/or oppose position on a particular piece of legislation and/or proposal. When such a request is received, the matter shall be agendaized and acted upon at the next regularly scheduled City Council meeting. When a request is received necessitating a more timely response in that action is required prior to the next regularly scheduled City Council meeting, the Mayor, or his/her designee, on behalf of the City, may sign and submit the requested communication so long as the position is consistent with the position taken by the League and/or other City-affiliated organizations and previous positions, if any, taken by the City. A copy of the communication shall be presented as an informational item on the Consent Calendar at the next regularly scheduled City Council meeting.

**8. CONFLICT OF INTEREST / ECONOMIC DISCLOSURE REQUIREMENTS FOR PUBLIC OFFICIALS**

8.1 Conflict of Interest

The Political Reform Act (Government Code, Title 9, Sections 81000-91015) controls conflict of interest through disclosure and prohibition of participation in decisions, which are actual conflicts of interest. Specifically, it requires City Council Members and other public officials to annually disclose all financial interests that may be affected by decisions made in their official capacity; this includes interests such as investments, real property, and income. Council Members must also disqualify themselves from making or participating in making or influencing any governmental decision that will have a foreseeable material financial affect on any economic interest of the Council Member or certain family members.

The Political Reform Act requires state and local government agencies to adopt and promulgate conflict of interest codes, which shall be reviewed bi-annually on even-numbered years. On December 1, 2004, the Lodi City Council adopted Resolution No. 2004-268 amending the City of Lodi's Conflict of Interest Code.

8.2 Statements of Economic Interest

A financial disclosure form (Statement of Economic Interest) must be filed with the City Clerk no later than April 1 of each year for financial interests pertaining to the preceding calendar year. Newly-elected Council Members must file a statement within 30 days of officially assuming office. Certain commission members and City employees are also subject to this disclosure requirement.

8.3 Make and Participate in Making a Decision

An official makes a decision when the official votes on a matter, appoints a person, obligates or commits the City to any course of

action, or enters into any contract on behalf of the City. Pursuant to LMC 2.04.140, "Voting," all members of the Council, when present, must vote. If a member of the Council states that he/she is not voting, his/her silence shall be recorded as an affirmative vote unless, however, the Council Member abstains from voting by reason of his/her interest in the matter before the Council and that reason is stated at the meeting.

An official participates in making a decision when the official negotiates on behalf of the City without significant substantive review, or advises or makes recommendations to the decision maker, either directly or without significant intervening substantive review.

Exceptions: Making or participating in the making of a decision does not include ministerial, secretarial, manual or clerical actions, appearances by the official as a member of the general public before any body of the City in the course of its prescribed governmental function to represent himself/herself on matters related solely to his/her personal interest.

#### 8.4 Provision of Advice from City Attorney regarding Conflict of Interest

Any official who is uncertain as to whether he/she may have a conflict of interest shall seek clarification from the City Attorney; however, the official must understand that the City Attorney may not keep the consultation confidential from the full Council, and the City Attorney's opinion is not a defense to a Fair Political Practices Commission (FPPC) enforcement action. When in doubt, the City Attorney can request a formal opinion from the FPPC if the request is made at least four weeks in advance.

#### 8.5 Using Official Position to Influence

Council Members shall not attempt to coerce or influence any member, officer, official, consultant, or commission member of the City in the awarding of contracts, the selection of consultants, the processing of development applications, or the granting of City licenses or permits. The Council shall not attempt to change or interfere with the operating policies and practices of any City department.

**APPENDIX**  
Reference Table of Amendments

<b>DATE</b>	<b>DESCRIPTION</b>	<b>ACTION</b>
3/15/09	City Council adopted City Council Protocol Manual	Res. 2006-45
1/2/07	Amended Manual to update resolution number relating to the AB1234 Expense Reimbursement Policy (Section 4.2a)	Administratively
10/8/09	Amended Manual to add "Appendix: Reference Table of Amendments" for tracking purpose and added Exhibits A, B, and C to the Table of Contents page	Administratively
10/21/09	Amended Manual to update policy regarding invocations, referencing the Council-adopted resolution (Section 6.3i), and added Exhibit D to the Table of Contents page and attached it to the Manual	Res. 2009-146
2/2/11	Amended Manual to revise the boards, committees, and commissions appointment policy to include the specific follow-up process and indicate that the applicants shall be interviewed by the Mayor	Council action (motion/action)
5/18/11	Amended Manual to add Section 7.9 regarding communications at the request of the League of California Cities	Council action (motion/action)
10/5/11	Amended Manual, Sections 7.4 and 7.9, to further clarify use of City letterhead and expand the definition of legislative communications (i.e. not only League requests)	Council action (motion/action)
10/19/11	Amended Section 5.6, Annual Recognition Reception, to reflect that the reception is held annually in December rather than August	Administratively
11/2/11	Amended Section 5.2 (Commission Appointments) to add language regarding removal process	Council action (motion/action)
7/23/13	Amended Section 6.3I (Public Comments) to update language re: public comments (i.e. public encouraged, "but not required," to give name/address	Administratively

**Mayor**  
Lois Wynne  
**Mayor Pro Tem**  
Jeff Chedester  
**Council Members**  
Ray Madrigal  
Eddie Neal  
William Siegel



**Maintenance &  
Fleet Divisions**

711 W. Cinnamon Dr.  
Lemoore, CA 93245  
Phone (559) 924-6739  
Fax (559) 924-6708

## Staff Report

ITEM SS-3

**To:** Lemoore City Council

**From:** Joe Simonson, Parks and Recreation Director

**Date:** February 24, 2015 **Meeting Date:** March 3, 2015

**Subject:** Proposed New Street Light Pole Standards



### Discussion:

At the February 17<sup>th</sup> Council Meeting, Council Member Madrigal requested a review of the process the City currently uses in replacing damaged and missing street light poles.

The City currently does not have a firm policy and procedure as it pertains to streetlight replacement. Historically if a pole was knocked down due to an auto accident a police report was taken, if the insurance collected was sufficient to replace the pole, it was replaced. If the pole was metal and simply rotted out over time, there was no funding source made available to replace those poles. Current staff agrees with Council Member Madrigal that waiting potentially two or more years to have a streetlight replaced is not only unacceptable but possibly dangerous.

The City while dealing with the budget shortfalls of 2010, the Parks, Streets and Buildings Departments were merged together and renamed the Maintenance Division. At that time, there were three full time and two part time employees in Streets. Within three months, most street employees had transferred to other departments and the remaining part-time left employment within eight months. With the hiring freeze at that time, those positions were never filled. All of the street responsibilities which include crack filling, tree trimming, ballast and bulb replacement, street banners, downtown Christmas decorations, weed abatement along city streets, street sign maintenance, cross walk and other street striping, pothole filling, traffic signal maintenance, traffic counts, as well as working on bids, reports and different cleanups as necessary as now the responsibility of the employees that historically took care of Parks and Buildings and currently the golf course. The Superintendent of this department, Ray Greenlee is currently working in the field eighty percent of the time rather than the needed administrative work due to the department being understaffed. Unfortunately, citizens cannot enjoy an acceptable level of service without the proper funding.

Prior to the merger of the Street Department with Buildings and Parks, one or two poles were budgeted each year for uninsured damage. After the “no funding” period of 2010-2013, minimal funding was restored for a portion of the necessary poles (see Attachment C) but not for the employees. Some poles on this list may not need to be replaced as lighting in areas have changed over the years (for example #3 and #9 on the list).

There are nearly two thousand street lights in Lemoore with some being completely owned by the City but the majority are jointly owned and operated by PG&E and the City. Additionally, the City may own the pole but not the wire or head or PG&E may own the pole and the City owns the wire and so on. This adds a layer of confusion to not only the citizens, but also to City employees, who must do arduous research on which entity’s responsibility it is for each pole or light that is out. With the reduction in resources dedicated to the Street department, this has been a very low priority. In my discussions with Public Works Director David Wlaschin concerning the history of the streetlights, it is apparent that there is no rhyme or reason how we arrived at this convoluted mess. Public Works Director David Wlaschin will be available to answer any historical questions you may have.

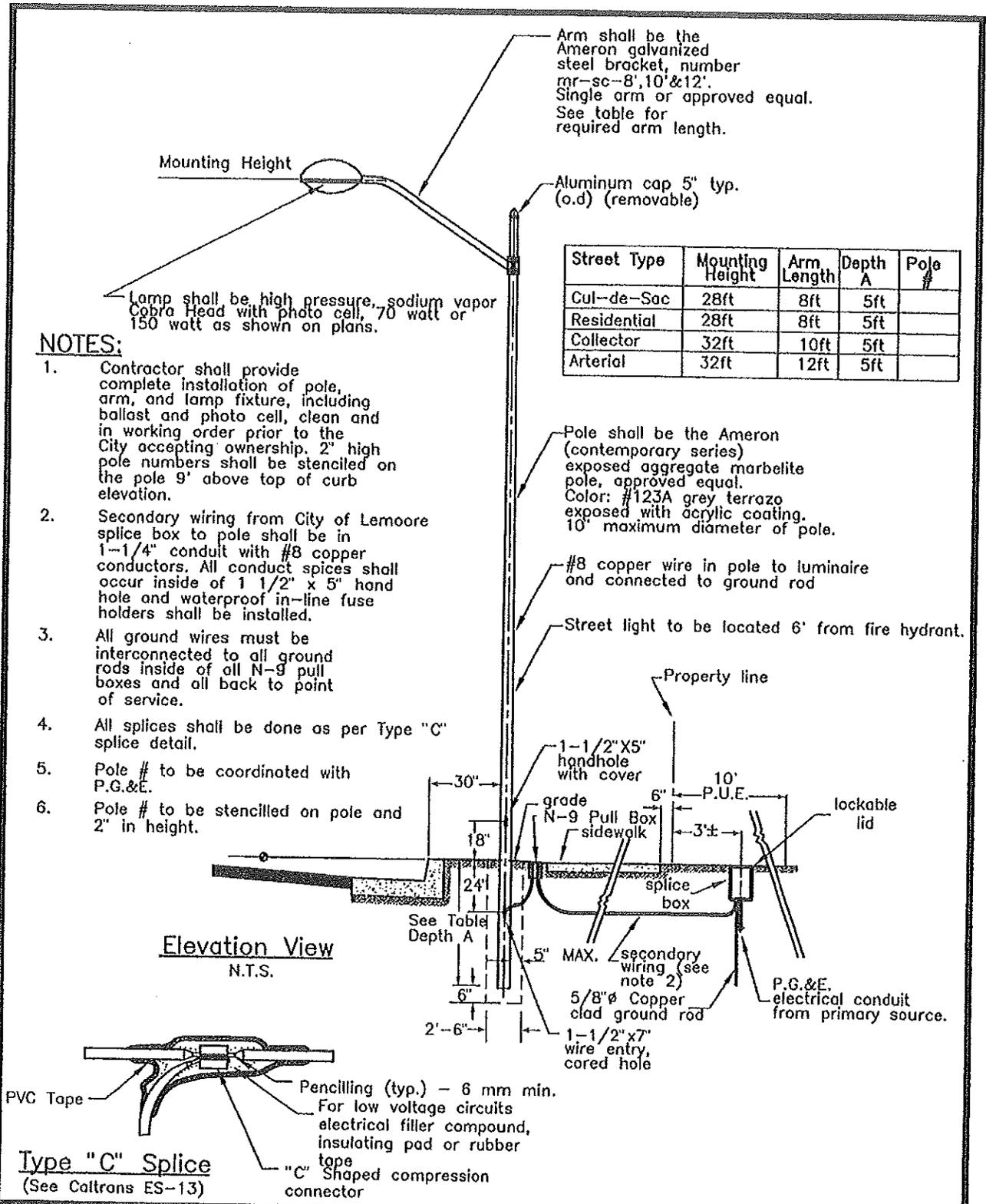
How do we fix this moving forward? Staff agrees with Council Member Madrigal that it would be optimal to have one pole of each type on the shelf ready to go. Unfortunately, that is not practical due to the cost and lack of storage space. Of the thirteen poles that are currently down, five of them are of different sizes and configurations. Most of our current poles are direct burial (see Attachment A) which vary in height and the size of the arms and style. This is an installation method that is nearly obsolete and requires more labor to replace when necessary. A more practical solution is to standardize the replacement of all future poles (including the current damaged poles) minimizing the need for such a large variety of inventory. The four bolt system (Attachment B) is far easier to replace and does less damage to the surrounding area when replacement is required. If the City Council accepts staff’s recommendations to adopt this as the new City standard, the City could then inventory just two types of poles and heads, which moving forward will handle nearly all of the poles. Through attrition, the poles will be standardized and citizen’s frustration should be minimized.

**Budget Impact:**

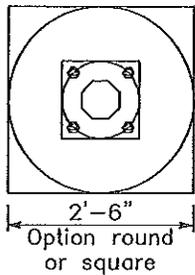
There are currently thirteen poles that need to be replaced. Including new footings and energy efficient LED lights, the estimated cost is \$80,550. An additional \$7,500 per pole would be needed for requested inventory and installation which would require an additional \$30,000. There is a budgeted amount of \$40,000 currently to handle the needed \$110,550. Gas Tax was the funding source in the past for the Street Department. The current maintenance employees track their time when working on Street duties. The transfer in this budget cycle was \$230,026 into the General Fund. After encumbering current street projects, there will be an approximate balance of \$527,583 that could be utilized to provide additional staffing. There is currently \$900,000 available in Asset Replacement to fund street light replacement.

**Recommendation:**

For Council discussion and direction. Should the City Council approve of the new City standard for the M-2 poles which is included in the Public Works Standards, currently under review by Quad Knopf, the Maintenance staff would apply the current \$40,000 of funding for replacing some of the poles using the new M-2 standard. City Council could then address the \$70,550 needed to replace the remaining poles and have an inventory on hand during the upcoming budget and evaluate replacing two of the formerly unfilled positions in the 2015-16 Budget.



<b>STREET LIGHT</b>	Rev.	Date: <u>10/1/03</u>	<b>STD. NO. M-2</b>
		<u>Harry A. Row</u> City Engineer	

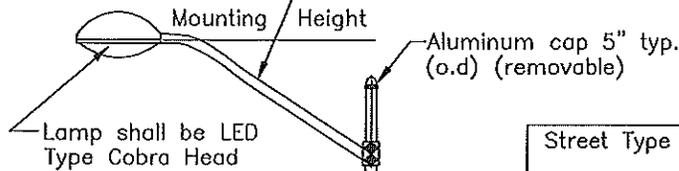


**FOUNDATION PLAN**

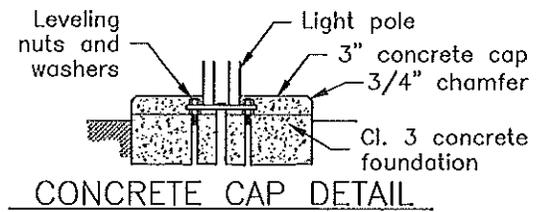
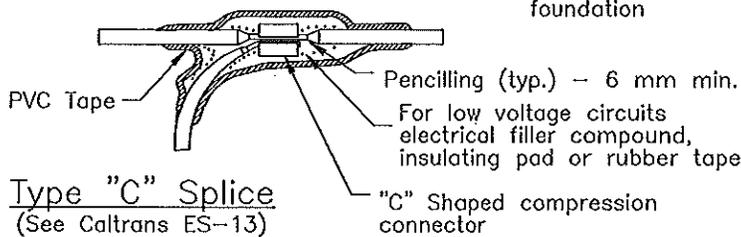
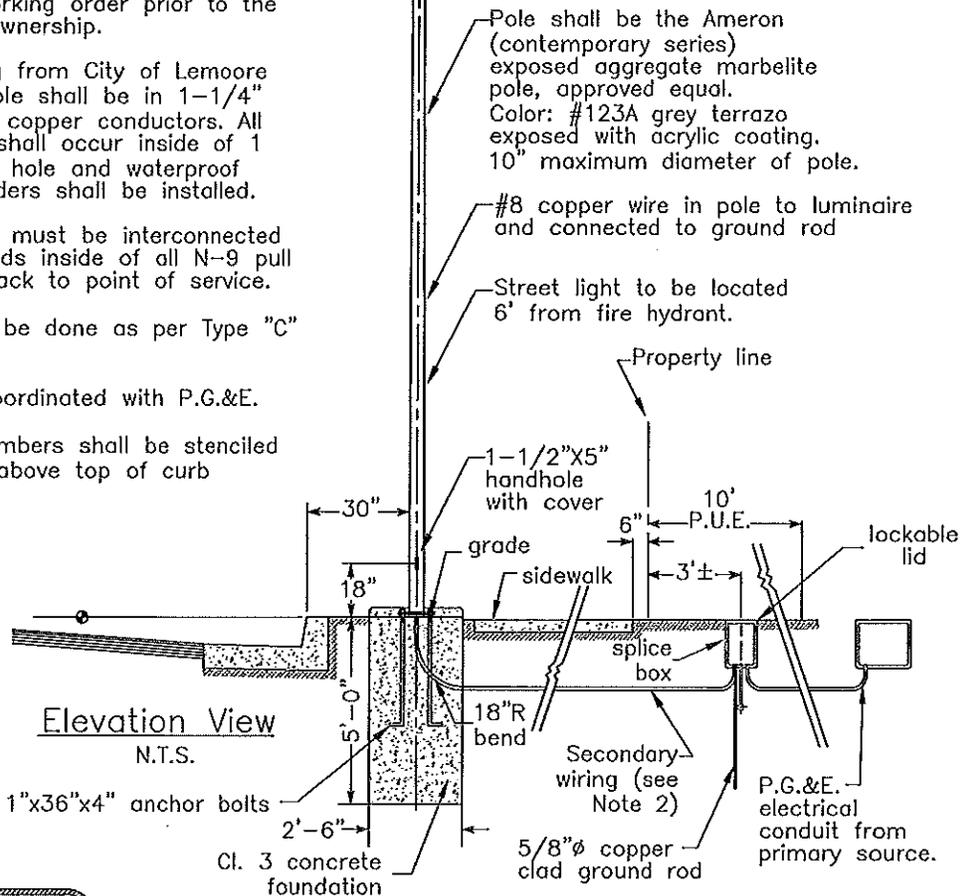
**NOTES:**

1. Contractor shall provide complete installation of pole, arm, and lamp fixture, including ballast and photo cell, clean and in working order prior to the City accepting ownership.
2. Secondary wiring from City of Lemoore splice box to pole shall be in 1-1/4" conduit with #8 copper conductors. All conduct splices shall occur inside of 1 1/2" x 5" hand hole and waterproof in-line fuse holders shall be installed.
3. All ground wires must be interconnected to all ground rods inside of all N-9 pull boxes and all back to point of service.
4. All splices shall be done as per Type "C" splice detail.
5. Pole # to be coordinated with P.G.&E.
6. 2" high pole numbers shall be stenciled on the pole 9' above top of curb elevation.

Arm shall be the Ameron galvanized steel bracket, number mr-sc-8', 10' & 12'. Single arm or approved equal. See table for required arm length.



Street Type	Mounting Height	Arm Length
Cul-de-Sac	28 ft.	8 ft.
Residential	28 ft.	8 ft.
Collector	32 ft.	10 ft.
Arterial	32 ft.	12 ft.



**STREET LIGHT**

Rev.

Date: \_\_\_\_\_

City Engineer

STD.  
NO.  
M-2

## **Street Light Poles Replacement List 2014**

1. Cinnamon Dr @ Pepper
2. Fox Street @ Fallenleaf SWC
3. Fox Street @ W. Hfd. Arm Rd. Center Divider
4. West Hfd.-Arm Rd near Hwy 41 (across from field road)
5. West Hfd-Arm Rd. near Bennington (Trailer Park)
6. 54 W. Deodar Lane (in curve near cemetery off Spruce)
7. East Cinnamon Drive @ Olympics
8. Lemoore Avenue @ Alley Between "D" and "E" Streets
9. Lemoore Avenue near Washington Street
10. 669 Cabrillo (off Iona @ Vine St)
11. Lemoore Avenue @ Golf Links Drive
12. 61 Acacia Drive (north of Bush Street)
13. Newbridge and Hemlock

**February 17, 2015 Minutes**  
**Study Session Joint City Council /**  
**★ Redevelopment Successor Agency Meeting**

**CALL TO ORDER:**

*At 5:33 p.m. the meeting was called to order.*

**ROLL CALL:** Mayor/Chairman: WYNNE  
Mayor Pro Tem/Vice Chair: CHEDESTER  
Council/Board Members: MADRIGAL, NEAL  
Absent: SIEGEL

**City Staff and contract employees present:** City Manager Laws; City Attorney Van Bindsbergen; Finance Director Silva; City Clerk Venegas.

**PUBLIC COMMENT**

*There was no Public Comment.*

**STUDY SESSION – Section SS**

**SS-1 2015 Goals and Objectives**

*City Manager Laws presented the changes to the Goals and Objectives that were agreed upon at the Special Meeting on January 23, 2015. City Council said there were no changes.*

*Connie Wlaschin asked if the City could afford to reduce the City fees imposed on new business developments.*

*Tom Reed stated everyone should be treated fairly.*

*This item is on the 7:30pm agenda as an action item.*

**CLOSED SESSION**

*There was no Closed Session.*

**ADJOURNMENT**

*At 5:41 p.m. Council adjourned.*

**February 17, 2015 Minutes**  
**Regular Joint City Council /**  
**★ Redevelopment Successor Agency Meeting**

**CALL TO ORDER:**

*At 7:30 p.m. the meeting was called to order.*

**ROLL CALL:** Mayor/Chairman: WYNNE  
Mayor Pro Tem/Vice Chair: CHEDESTER  
Council/Board Members: MADRIGAL, NEAL, SIEGEL

**City Staff and contract employees present:** City Manager Laws; City Attorney Van Bindsbergen; Public Works/Planning Director Wlaschin; Parks and Recreation Director Simonson; Finance Director Silva; Police Chief Smith; Project Manager Holwell; City Clerk Venegas.

**PUBLIC COMMENT**

*There was no Public Comment.*

*Items denoted with a ★ are Redevelopment Successor Agency items and will be acted upon by the Redevelopment Successor Agency Board. Agendas for all City Council/Redevelopment Successor Agency meetings are posted at least 72 hours prior to the meeting at the City Hall, 119 Fox St., Written communications from the public for the agenda must be received by Administrative Services no less than seven (7) days prior to the meeting date. The City of Lemoore complies with the Americans with Disabilities Act (ADA of 1990). The Council Chambers is accessible to the physically disabled. If you need special assistance, please call (559) 924-6705, at least 4 days prior to the meeting.*

*All items listed under Consent Calendar are considered to be routine and will be enacted by one motion. For discussion of any Consent Item, it will be made a part of the Regular Agenda at the request of any member of the City Council or any person in the audience.*

**CEREMONIAL / PRESENTATIONS – Section 1**

*There were no Ceremonial / Presentations.*

**CONSENT CALENDAR – Section 2**

- 2-1 Approval – Minutes – Regular Meeting – February 3, 2015
- 2-2 Approval – Warrant Register 14-15 – February 12, 2015
- 2-3 Approval – Interim City Manager Employment Agreement with Ron Hoggard
- 2-4 Approval – Resolution 2015-03 Adopting Updated Salary Schedule for 2012-2013, 2013-2014 and 2014-2015
- 2-5 Approval – Amendment No. 1 to the General Association of Service Employees Memorandum of Understanding
- 2-6 Approval – 2015 Goals and Objectives
- 2-7 Approval – 2014 Bulletproof Vest Partnership Program Grant
- 2-8 Approval – Bid Award – 2014 Resurfacing Project
- 2-9 Approval – Kings County Multi-Jurisdictional Local Hazard Mitigation Plan – Resolution 2015-04
- ★ 2-10 Approval – Warrant Register 14-15 – Successor Agency Pursuant to Enforceable Obligation Payment Schedule – February 12, 2015

*Motion by Council Member Siegel, seconded by Council Member Chedester, to approve the Consent Calendar as presented.*

*Ayes: Siegel, Chedester, Madrigal, Neal, Wynne*

**PUBLIC HEARINGS – Section 3**

*There were no Public Hearings.*

**NEW BUSINESS – Section 4**

**4-1 Report and Recommendation – Successor Agency Recognized Obligation Payment Schedule for July 1, 2015 to December 31, 2015 (ROPS 15-16A)**

*Motion by Council Member Siegel, seconded by Council Member Chedester, to direct staff to present the Recognized Obligation Payment Schedule for the period July-December 2015 (ROPS 15-16A) to the Oversight Board on February 26, 2015 for approval and submit it to the Department of Finance by March 3, 2015.*

*Ayes: Siegel, Chedester, Madrigal, Neal, Wynne*

**4-2 Report and Recommendation – Lemoore Chamber of Commerce Proposed Agreement for Economic Development Services – \$280,000**

*A 6-month agreement and a two-year rolling agreement were presented to Council as alternative options.*

*Jenny McMurdo, Lemoore Chamber CEO, spoke.*

*Motion by Council Member Chedester, seconded by Council Member Neal, to approve the Agreement by and between the Lemoore District Chamber of Commerce and the City of Lemoore to provide Economic Development Services for the next six months (7/1/15 to 12/31/15) and authorize the City Manager to execute.*

*Ayes: Chedester, Neal, Madrigal, Siegel, Wynne*

*Council also directed staff to work with the Chamber to develop a two-year rolling agreement.*

**4-3 Informational – Planning Update**

*Project Manager Holwell presented the report which indicated the cost to perform planning services is under budget.*

*Informational purposes only. No action required by Council.*

**DEPARTMENT AND CITY MANAGER REPORTS – Section 5**

**5-1 Department Reports**

*There were no Department reports.*

## 5-2 City Manager Reports

*City Manager Laws reported the City Attorney is not available February 20<sup>th</sup> for a special meeting as previously requested. However, the Code of Conduct will be a study session item at the March 3<sup>rd</sup> meeting. If Council were interested in the booklet, that would take a couple months to prepare.*

## CITY COUNCIL REPORTS AND REQUESTS – Section 6

### 6-1 City Council Reports / Requests

*Council Member Madrigal requested the process of light pole replacement. Parks and Recreation Director Simonson stated the previous City Manager chose not to purchase light poles and have them on hand. They are ordered and shipped and that takes several months. Council Member Madrigal stated if something in the process needs to be changed, he would like to discuss.*

*Council Member Neal believes we had a great Parks and Recreation Commission meeting. He said that respect is required to be given to officers in uniform as well as other elected officials. He has much respect for Police Officers and the fire department as well.*

*Mayor Wynne requested the updated Commission listing for council members. She also informed Council that budget time is coming up and please think if interested in serving on the Budget Committee. There are usually two Council Members on the Committee. The department review is scheduled for April 6-10<sup>th</sup>. The Budget Committee item will be brought back to Council.*

## ADJOURNMENT

*At 8:15 p.m. the meeting adjourned.*

ATTEST:

APPROVED:

\_\_\_\_\_  
Mary J. Venegas  
City Clerk

\_\_\_\_\_  
Lois Wynne, Mayor

PEI  
 DATE: 02/27/2015  
 TIME: 08:44:38

CITY OF LEMOORE  
 EXPENDITURE TRANSACTION ANALYSIS

PAGE NUMBER: 1  
 AUDIT11

SELECTION CRITERIA: transact.batch='JB030315'  
 ACCOUNTING PERIOD: 8/15

FUND - 001 - GENERAL FUND  
 BUDGET UNIT - 4211 - CITY COUNCIL

ACCOUNT	DATE	T/C	ENCUMBR	REFERENCE	VENDOR	BUDGET	EXPENDITURES	ENCUMBRANCES	DESCRIPTION
4310									
9 /15	02/27/15	21		269187	6377 THE CRISCOM COMP		3,500.00	.00	BUSINESS SERVICES/MAR
9 /15	02/27/15	21		16566796	5977 GREATAMERICA FIN		20.31	.00	COPIER/PRINTER
TOTAL						.00	3,520.31	.00	
4320									
9 /15	02/27/15	21		JAN 13-16	T1922 RAY MADRIGAL		337.90	.00	PER DIEM/TRAINING
TOTAL						.00	337.90	.00	
TOTAL						.00	3,858.21	.00	

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DATE: 02/27/2015  
TIME: 08:44:38

CITY OF LEMOORE  
EXPENDITURE TRANSACTION ANALYSIS

PAGE NUMBER: 2  
AUDIT11

SELECTION CRITERIA: transact.batch='JB030315'  
ACCOUNTING PERIOD: 8/15

FUND - 001 - GENERAL FUND  
BUDGET UNIT - 4213 - CITY MANAGER

ACCOUNT DATE	T/C	ENCUMBR	REFERENCE	VENDOR	BUDGET	EXPENDITURES	ENCUMBRANCES	DESCRIPTION
4220								OPERATING SUPPLIES
9 /15 02/27/15 21			753354127001	5396 OFFICE DEPOT		84.76	.00	PAPER/NAVY COVER
9 /15 02/27/15 21			754301872001	5396 OFFICE DEPOT		17.95	.00	LABELS
9 /15 02/27/15 21			753354186001	5396 OFFICE DEPOT		559.03	.00	LEGAL SIZE PAPER
9 /15 02/27/15 21			753354187001	5396 OFFICE DEPOT		62.26	.00	ENVELOPES
9 /15 02/27/15 21			5502661912	0373 PITNEY BOWES, IN		84.04	.00	TAPE STRIPS
TOTAL					.00	808.04	.00	
4310								PROFESSIONAL CONTRACT SVC
9 /15 02/27/15 21			2015-02	6226 SUSAN WELLS		300.00	.00	PROF SERVICES FEB
TOTAL					.00	300.00	.00	
4340								UTILITIES
9 /15 02/27/15 21			000006269859	5516 AT&T		29.86	.00	559-924-9003
9 /15 02/27/15 21			9740051724	0116 VERIZON WIRELESS		178.43	.00	JAN 05- FEB 04
9 /15 02/27/15 21			700013FEB15	1207 NOS COMMUNICATIO		315.54	.00	COMM SERVICES
TOTAL					.00	523.83	.00	
4380								RENTALS & LEASES
9 /15 02/27/15 21			16566796	5977 GREATAMERICA FIN		940.05	.00	COPIER/PRINTER
TOTAL					.00	940.05	.00	
TOTAL					.00	2,571.92	.00	CITY MANAGER

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DATE: 02/27/2015  
TIME: 08:44:38

CITY OF LEMOORE  
EXPENDITURE TRANSACTION ANALYSIS

PAGE NUMBER: 3  
AUDIT11

SELECTION CRITERIA: transact.batch='JB030315'  
ACCOUNTING PERIOD: 8/15

FUND - 001 - GENERAL FUND  
BUDGET UNIT - 4215 - FINANCE

ACCOUNT	DATE	T/C	ENCUMBR	REFERENCE	VENDOR	BUDGET	EXPENDITURES	ENCUMBRANCES	DESCRIPTION
4310					PROFESSIONAL CONTRACT SVC				
9 /15	02/27/15	21		8093	6316 PRICE PAIGE & CO		5,250.00	.00	PROFESSIONAL SERVICES
9 /15	02/27/15	21		961047	6068 TELECOM NETWORKI		350.00	.00	RPR PHONE CABLE
TOTAL					PROFESSIONAL CONTRACT SVC	.00	5,600.00	.00	
4340					UTILITIES				
9 /15	02/27/15	21		000006269859	5516 AT&T		18.67	.00	559-924-9003
9 /15	02/27/15	21		700013FEB15	1207 NOS COMMUNICATIO		117.30	.00	COMM SERVICES
TOTAL					UTILITIES	.00	135.97	.00	
4380					RENTALS & LEASES				
9 /15	02/27/15	21		16566796	5977 GREATAMERICA FIN		153.08	.00	COPIER/PRINTER
TOTAL					RENTALS & LEASES	.00	153.08	.00	
TOTAL					FINANCE	.00	5,889.05	.00	

PEI  
 DATE: 02/27/2015  
 TIME: 08:44:38

CITY OF LEMOORE  
 EXPENDITURE TRANSACTION ANALYSIS

PAGE NUMBER: 4  
 AUDIT11

SELECTION CRITERIA: transact.batch='JB030315'  
 ACCOUNTING PERIOD: 8/15

FUND - 001 - GENERAL FUND  
 BUDGET UNIT - 4220 - MAINTENANCE DIVISION

ACCOUNT	DATE	T/C	ENCUMBR	REFERENCE	VENDOR	BUDGET	EXPENDITURES	ENCUMBRANCES	DESCRIPTION
4220									OPERATING SUPPLIES
9 /15	02/27/15	21		585014	5573 CENTRAL SANITARY		115.95	.00	SANITARY SUPPLIES
9 /15	02/27/15	21		CALEM13607	5866 FASTENAL COMPANY		107.54	.00	EAR PLUGS/TAPE/BRUSH
9 /15	02/27/15	21		CALEM13548	5866 FASTENAL COMPANY		18.87	.00	HARD HAT
9 /15	02/27/15	21		619-36302470	1547 UNISOURCE		190.50	.00	SANITARY SUPPLIES
9 /15	02/27/15	21		5728	0370 PHIL'S LOCKSMITH		12.90	.00	PELLET RANGE DUP KEYS
9 /15	02/27/15	21		92060	0286 LAWRENCE TRACTOR		484.42	.00	CHAIN LOOPS
TOTAL						.00	930.18	.00	
4230									REPAIR/MAINT SUPPLIES
9 /15	02/27/15	21		92083	0286 LAWRENCE TRACTOR		734.71	.00	CHAIN LOOP/MS391
TOTAL						.00	734.71	.00	
4310									PROFESSIONAL CONTRACT SVC
9 /15	02/27/15	21		32A1503-IN	6309 SOCIAL VOCATIONA		5,000.00	.00	JAN JANITORIAL SRVCS
9 /15	02/27/15	21		02242015	6283 ERIK SURWILL		999.00	.00	JANITORIAL REC CENTER
9 /15	02/27/15	21		15597	T909 ASSOCIATED SOILS		1,479.01	.00	JANUARY SERVICES
9 /15	02/27/15	21		1569	6506 GOPHER GRABBERS		150.00	.00	RODENT SERVICE
TOTAL						.00	7,628.01	.00	
4340									UTILITIES
9 /15	02/27/15	21		JAN15-FEB15	0423 THE GAS COMPANY		1,501.46	.00	01/21/15-02/20/15
9 /15	02/27/15	21		9740051724	0116 VERIZON WIRELESS		93.15	.00	JAN 05- FEB 04
9 /15	02/27/15	21		700013FEB15	1207 NOS COMMUNICATIO		78.21	.00	COMM SERVICES
TOTAL						.00	1,672.82	.00	
4350									REPAIR/MAINT SERVICES
9 /15	02/27/15	21		4298	3073 MATTOS UNDERGROU		15,447.55	.00	19TH AVE WTR MAIN RPR
TOTAL						.00	15,447.55	.00	
4380									RENTALS & LEASES
9 /15	02/27/15	21		16566796	5977 GREATAMERICA FIN		3.40	.00	COPIER/PRINTER
TOTAL						.00	3.40	.00	
TOTAL						.00	26,416.67	.00	MAINTENANCE DIVISION

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 DATE: 02/27/2015  
 TIME: 08:44:38

CITY OF LEMOORE  
 EXPENDITURE TRANSACTION ANALYSIS

PAGE NUMBER: 5  
 AUDIT11

SELECTION CRITERIA: transact.batch='JB030315'  
 ACCOUNTING PERIOD: 8/15

FUND - 001 - GENERAL FUND  
 BUDGET UNIT - 4221 - POLICE

ACCOUNT	DATE	T/C	ENCUMBR	REFERENCE	VENDOR	BUDGET	EXPENDITURES	ENCUMBRANCES	DESCRIPTION
4220									OPERATING SUPPLIES
9 /15	02/27/15	21		4459	3010 THE ANIMAL HOUSE		75.20	.00	DOG FOOD
TOTAL						.00	75.20	.00	OPERATING SUPPLIES
4310									PROFESSIONAL CONTRACT SVC
9 /15	02/27/15	21		269188	6377 THE CRISCOM COMP		1,500.00	.00	DISPTACH CENTER/MAR
9 /15	02/27/15	21		001-001372	5814 CITY OF HANFORD		13,902.61	.00	DISPATCH SRVC/MAR
9 /15	02/27/15	21		2011411	6164 FOOTHILL TRANSCR		565.25	.00	MDIC INTERVIEWS
9 /15	02/27/15	21		9404963472	5352 SHRED-IT USA- FR		132.54	.00	SHREDDING SERVICES
TOTAL						.00	16,100.40	.00	PROFESSIONAL CONTRACT SVC
4330									PRINTING & PUBLICATIONS
9 /15	02/27/15	21		67599761	5283 LEXISNEXIS		437.32	.00	PENAL CODE BOOKS
TOTAL						.00	437.32	.00	PRINTING & PUBLICATIONS
4340									UTILITIES
9 /15	02/27/15	21		700013FEB15	1207 NOS COMMUNICATIO		1,550.67	.00	COMM SERVICES
9 /15	02/27/15	21		00006269856	5516 AT&T		19.41	.00	559-924-3116
TOTAL						.00	1,570.08	.00	UTILITIES
4360									TRAINING
9 /15	02/27/15	21		MAR 16-27	T1254 BRANDON COOPER		140.00	.00	PER DIEM/TRAINING
TOTAL						.00	140.00	.00	TRAINING
4380									RENTALS & LEASES
9 /15	02/27/15	21		272651019	5842 U.S. BANCORP EQ		898.53	.00	PD COPIER
TOTAL						.00	898.53	.00	RENTALS & LEASES
4825									MACHINERY & EQUIPMENT
9 /15	02/27/15	21	6851	-01 S 1388051	5274 TASER INTERNATIO		2,394.00	-2,394.00	CAMERA SYSTEM
9 /15	02/27/15	21	6851	-02 S 1388051	5274 TASER INTERNATIO		4,998.75	-4,998.75	CAMERA WARRANTY
9 /15	02/27/15	21	6851	-03 S 1388051	5274 TASER INTERNATIO		2,396.00	-2,396.00	AXON DOCK
9 /15	02/27/15	21	6851	-04 S 1388051	5274 TASER INTERNATIO		319.80	-319.80	HUB DOCK WARRANTY
9 /15	02/27/15	21	6851	-05 S 1388051	5274 TASER INTERNATIO		1,679.80	-1,679.80	BAY DOCK WARRANTY
9 /15	02/27/15	21	6851	-06 S 1388051	5274 TASER INTERNATIO		1,404.00	-1,404.00	PROF 3 YEAR LICENSE
9 /15	02/27/15	21	6851	-07 S 1388051	5274 TASER INTERNATIO		3,600.00	-3,600.00	STD 3 YEAR LICENSE
9 /15	02/27/15	21	6851	-08 S 1388051	5274 TASER INTERNATIO		10,800.00	-10,800.00	BASIC 3 YEAR LICENSE
9 /15	02/27/15	21	6851	-09 S 1388051	5274 TASER INTERNATIO		1,267.50	-1,267.50	STORAGE
9 /15	02/27/15	21	6851	-10 S 1388051	5274 TASER INTERNATIO		359.25	-359.25	SALES TAX
9 /15	02/27/15	21	6851	-11 S 1388051	5274 TASER INTERNATIO		69.95	-69.95	SHIPPING & HANDLING
TOTAL						.00	29,289.05	-29,289.05	MACHINERY & EQUIPMENT
4840									AUTOS AND TRUCKS
9 /15	02/27/15	21	6868	-01 EH362493	5487 MCPEEK'S DODGE O		25,744.00	-25,744.00	2014 DODGE CHARGER
9 /15	02/27/15	21	6868	-02 EH362493	5487 MCPEEK'S DODGE O		1,930.80	-1,930.80	SALES TAX
9 /15	02/27/15	21	6868	-03 EH362493	5487 MCPEEK'S DODGE O		8.75	-8.75	CA TIRE TAX
TOTAL						.00	27,683.55	-27,683.55	AUTOS AND TRUCKS

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ACCOUNTING PERIOD: 8/15

FUND - 001 - GENERAL FUND  
BUDGET UNIT - 4221 - POLICE

ACCOUNT DATE	T/C	ENCUMBR	REFERENCE VENDOR	BUDGET	EXPENDITURES	ENCUMBRANCES DESCRIPTION
4840	AUTOS AND TRUCKS		(cont'd)			
TOTAL	POLICE			.00	76,194.13	-56,972.60

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ACCOUNTING PERIOD: 8/15

FUND - 001 - GENERAL FUND  
BUDGET UNIT - 4222 - FIRE

ACCOUNT	DATE	T/C	ENCUMBR	REFERENCE	VENDOR	BUDGET	EXPENDITURES	ENCUMBRANCES	DESCRIPTION
4310					PROFESSIONAL CONTRACT SVC				
9 /15	02/27/15	21		001-001372	5814 CITY OF HANFORD		10,426.95	.00	DISPATCH SRVC/MAR
TOTAL					PROFESSIONAL CONTRACT SVC	.00	10,426.95	.00	
4340					UTILITIES				
9 /15	02/27/15	21		9740051724	0116 VERIZON WIRELESS		7.00	.00	JAN 05- FEB 04
9 /15	02/27/15	21		700013FEB15	1207 NOS COMMUNICATIO		150.30	.00	COMM SERVICES
TOTAL					UTILITIES	.00	157.30	.00	
4380					RENTALS & LEASES				
9 /15	02/27/15	21		16566796	5977 GREATAMERICA FIN		20.66	.00	COPIER/PRINTER
TOTAL					RENTALS & LEASES	.00	20.66	.00	
TOTAL					FIRE	.00	10,604.91	.00	

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FUND - 001 - GENERAL FUND  
BUDGET UNIT - 4224 - BUILDING INSPECTION

ACCOUNT	DATE	T/C	ENCUMBR	REFERENCE	VENDOR	BUDGET	EXPENDITURES	ENCUMBRANCES	DESCRIPTION
4340					UTILITIES				
9 /15	02/27/15	21		9740051724	0116 VERIZON WIRELESS		15.48	.00	JAN 05- FEB 04
TOTAL					UTILITIES	.00	15.48	.00	
4380					RENTALS & LEASES				
9 /15	02/27/15	21		16566796	5977 GREATAMERICA FIN		162.93	.00	COPIER/PRINTER
TOTAL					RENTALS & LEASES	.00	162.93	.00	
TOTAL					BUILDING INSPECTION	.00	178.41	.00	

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ACCOUNTING PERIOD: 8/15

FUND - 001 - GENERAL FUND  
BUDGET UNIT - 4230 - PUBLIC WORKS

ACCOUNT	DATE	T/C	ENCUMBR	REFERENCE	VENDOR	BUDGET	EXPENDITURES	ENCUMBRANCES	DESCRIPTION
4310					PROFESSIONAL CONTRACT SVC				
9 /15	02/27/15	21		78996	0876 QUAD KNOFF, INC.		1,506.60	.00	PARCEL MAP
9 /15	02/27/15	21		79032	0876 QUAD KNOFF, INC.		2,945.97	.00	GENERAL PLANNING
TOTAL					PROFESSIONAL CONTRACT SVC	.00	4,452.57	.00	
4330					PRINTING & PUBLICATIONS				
9 /15	02/27/15	21		021215	2891 KINGS COUNTY ASS		75.00	.00	APN MAPS 2015
TOTAL					PRINTING & PUBLICATIONS	.00	75.00	.00	
4340					UTILITIES				
9 /15	02/27/15	21		9740051724	0116 VERIZON WIRELESS		47.97	.00	JAN 05- FEB 04
9 /15	02/27/15	21		700013FEB15	1207 NOS COMMUNICATIO		64.72	.00	COMM SERVICES
TOTAL					UTILITIES	.00	112.69	.00	
4380					RENTALS & LEASES				
9 /15	02/27/15	21		16566796	5977 GREATAMERICA FIN		37.50	.00	COPIER/PRINTER
9 /15	02/27/15	21		16566796	5977 GREATAMERICA FIN		33.18	.00	COPIER/PRINTER
TOTAL					RENTALS & LEASES	.00	70.68	.00	
TOTAL					PUBLIC WORKS	.00	4,710.94	.00	

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 ACCOUNTING PERIOD: 8/15

FUND - 001 - GENERAL FUND  
 BUDGET UNIT - 4231 - STREETS

ACCOUNT	DATE	T/C	ENCUMBR	REFERENCE	VENDOR	BUDGET	EXPENDITURES	ENCUMBRANCES	DESCRIPTION
4230									
9 /15	02/27/15	21		3041409	1908 BATTERY SYSTEMS		1,044.45	.00	T31-GEL
TOTAL						.00	1,044.45	.00	
4340									
9 /15	02/27/15	21		6780068FEB15	0363 P G & E		96.88	.00	01/14/15-02/12/15
9 /15	02/27/15	21		0475158FEB15	0363 P G & E		995.77	.00	01/16/15-02/17/15
9 /15	02/27/15	21		0405654FEB15	0363 P G & E		35.11	.00	01/17/2015-02/18/2015
9 /15	02/27/15	21		3606272FEB15	0363 P G & E		6,802.89	.00	01/16/2015-02/17/2015
TOTAL						.00	7,930.65	.00	
4350									
9 /15	02/27/15	21		383,282	5372 FRANCHISE TAX BO		531.89	.00	GARNISHMENT
TOTAL						.00	531.89	.00	
TOTAL					STREETS	.00	9,506.99	.00	

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FUND - 001 - GENERAL FUND  
 BUDGET UNIT - 4242 - RECREATION

ACCOUNT	DATE	T/C	ENCUMBR	REFERENCE	VENDOR	BUDGET	EXPENDITURES	ENCUMBRANCES	DESCRIPTION
4220									OPERATING SUPPLIES
9 /15	02/27/15	21		753812006001	5396 OFFICE DEPOT		42.31	.00	TICKETS/PAPER/BADGES
9 /15	02/27/15	21		18812	2045 BUDDY'S TROPHIES		394.43	.00	VOLUNTEER DINNER/MUGS
9 /15	02/27/15	21		18811	2045 BUDDY'S TROPHIES		76.59	.00	VOLUNTEER DIN/PLAQUES
TOTAL						.00	513.33	.00	
4310									PROFESSIONAL CONTRACT SVC
9 /15	02/27/15	21		02242015	5665 EMILY BAKER		2,163.00	.00	TINY TOES SPRING/ 2ND
9 /15	02/27/15	21		022415	6571 YOURI DOS SANTOS		150.00	.00	SOCCER REFEREE
9 /15	02/27/15	21		02242015	5614 CHRISTINA DE LA		251.65	.00	ZUMBA FEBRUARY
9 /15	02/27/15	21		02242015	6505 VANESSA GONZALEZ		717.50	.00	DRAMA FEBRUARY
9 /15	02/27/15	21		02242015	5962 JASON GLASPIE		298.55	.00	BOXING FEBRUARY
9 /15	02/27/15	21		02242015	6410 JERONIMO LUCAS		150.00	.00	SOCCER REFEREE
9 /15	02/27/15	21		02242015	5674 JENNIFER MELENDE		364.00	.00	CHEERLEADING FEBRUARY
9 /15	02/27/15	21		02242015	6371 MANUEL VELARDE		210.00	.00	KARATE FEBRUARY
9 /15	02/27/15	21		02242015	6322 MELANIE TATCO		70.00	.00	KIDS ZUMBA FEBRUARY
9 /15	02/27/15	21		02242015	T1328 DENISE TAYLOR		273.00	.00	VALENTINE'S RIDE
9 /15	02/27/15	21		02242015	6229 TARA RODRIGUEZ		196.00	.00	KINDERMUSIK FEBRUARY
9 /15	02/27/15	21		02242015	6536 STAN BARRY		171.50	.00	ARCHERY FEBRUARY
9 /15	02/27/15	21		02242015	6257 RYAN ROCHA		7,058.75	.00	CROSSFIT FEBRUARY
9 /15	02/27/15	21		02242015	5235 STATE DISBURSEME		298.55	.00	FEB CHILD SUPPORT
TOTAL						.00	12,372.50	.00	
4340									UTILITIES
9 /15	02/27/15	21		9740051724	0116 VERIZON WIRELESS		139.16	.00	JAN 05- FEB 04
9 /15	02/27/15	21		700013FEB15	1207 NOS COMMUNICATIO		154.50	.00	COMM SERVICES
TOTAL						.00	293.66	.00	
4380									RENTALS & LEASES
9 /15	02/27/15	21		16566796	5977 GREATAMERICA FIN		640.14	.00	COPIER/PRINTER
TOTAL						.00	640.14	.00	
TOTAL						.00	13,819.63	.00	RECREATION
TOTAL						.00	153,750.86	-56,972.60	GENERAL FUND

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FUND - 040 - FLEET MAINTENANCE  
 BUDGET UNIT - 4265 - FLEET MAINTENANCE

ACCOUNT DATE	T/C	ENCUMBR	REFERENCE	VENDOR	BUDGET	EXPENDITURES	ENCUMBRANCES	DESCRIPTION
4220			OPERATING SUPPLIES					
9 /15 02/27/15 21			E-26092IN	3007 VALLEY LUBE EQUI		64.13	.00	FITTING/JOINT CLEANER
9 /15 02/27/15 21			64021	0634 TERMINAL AIR BRA		117.01	.00	DRAIN VALVE
9 /15 02/27/15 21			63795	0634 TERMINAL AIR BRA		29.25	.00	DRAIN VALVE
9 /15 02/27/15 21			63793	0634 TERMINAL AIR BRA		81.27	.00	LED LAMP/PADS SET
9 /15 02/27/15 21			16566796	5977 GREATAMERICA FIN		3.03	.00	COPIER/PRINTER
9 /15 02/27/15 21			50037350	0458 KELLER FORD LINC		219.30	.00	48 OIL FILTERS
9 /15 02/27/15 21			50037500	0458 KELLER FORD LINC		90.95	.00	WIRE ASSEMBLY
9 /15 02/27/15 21			CALEM13598	5866 FASTENAL COMPANY		244.24	.00	GRINDER DISCS
9 /15 02/27/15 21			CALEM13495	5866 FASTENAL COMPANY		156.80	.00	NUTS/BOLTS/SCREWS
9 /15 02/27/15 21			3918-223762	6120 O'REILLY AUTO PA		27.03	.00	OIL FILTERS
TOTAL					.00	1,033.01	.00	
4220CNG			CNG OPERATING SUPPLIES					
9 /15 02/27/15 21			315227	0306 LEMOORE HIGH SCH		2,587.64	.00	JAN SLOW FILL
9 /15 02/27/15 21			315227	0306 LEMOORE HIGH SCH		256.00	.00	JAN FAST FILL
TOTAL					.00	2,843.64	.00	
4220F			OPERATING SUPPLIES FUEL					
9 /15 02/27/15 21			21502	0043 BURROWS & CASTAD		7,100.28	.00	CARDLOCK STATEMENT
TOTAL					.00	7,100.28	.00	
4230			REPAIR/MAINT SUPPLIES					
9 /15 02/27/15 21			106084	6513 A-1 AUTO ELECTRI		2,466.75	.00	UNIT#109 HEAT ELEMENT
9 /15 02/27/15 21			63794	0634 TERMINAL AIR BRA		29.25	.00	DRAIN VALVE
9 /15 02/27/15 21			3035255	1908 BATTERY SYSTEMS		2,053.48	.00	LIGHTS/C-31-8ST
9 /15 02/27/15 21			3017609	1908 BATTERY SYSTEMS		209.08	.00	DC-U1L/C-31-8AP
9 /15 02/27/15 21			3022057	1908 BATTERY SYSTEMS		284.35	.00	C-31-8ST
9 /15 02/27/15 21			CALEM13617	5866 FASTENAL COMPANY		14.21	.00	BANDAGES
9 /15 02/27/15 21			PI31200	0361 ORTON'S EQUIPMEN		159.50	.00	FILLER CAP
9 /15 02/27/15 21			PI31355	0361 ORTON'S EQUIPMEN		67.49	.00	HOSE 3/8BSP
9 /15 02/27/15 21			PI31380	0361 ORTON'S EQUIPMEN		71.12	.00	FUEL CAP
9 /15 02/27/15 21			C10470	5181 HAAKER EQUIPMENT		291.50	.00	AIR REGULATOR
9 /15 02/27/15 21			C10030	5181 HAAKER EQUIPMENT		510.76	.00	CURTAIN SET/DEFLECTOR
9 /15 02/27/15 21			64669	6146 HANFORD CHRYSLER		78.52	.00	RADIATOR SEAL
9 /15 02/27/15 21			64604	6146 HANFORD CHRYSLER		294.18	.00	RADIATOR/SEAL
9 /15 02/27/15 21			64690	6146 HANFORD CHRYSLER		127.16	.00	RADIATOR SEAL
9 /15 02/27/15 21			64787	6146 HANFORD CHRYSLER		39.26	.00	RADIATOR SEAL
9 /15 02/27/15 21			64784	6146 HANFORD CHRYSLER		208.31	.00	FR SHIELD/SCREW TAP
9 /15 02/27/15 21			5030923	2671 KELLER MOTORS		23.79	.00	BEZEL
9 /15 02/27/15 21			PI31214	0361 ORTON'S EQUIPMEN		65.99	.00	SWITCH
9 /15 02/27/15 21			PI31126	0361 ORTON'S EQUIPMEN		10.62	.00	SPRINGS/CLIP
9 /15 02/27/15 21			PI31126A	0361 ORTON'S EQUIPMEN		9.76	.00	SPRING
9 /15 02/27/15 21			64570	6146 HANFORD CHRYSLER		238.06	.00	SHIELD FR/SCREW HEX
9 /15 02/27/15 21			64574	6146 HANFORD CHRYSLER		554.68	.00	NUT HEX/AC ARM LOWER
9 /15 02/27/15 21			64577	6146 HANFORD CHRYSLER		14.84	.00	NUT HEX
9 /15 02/27/15 21			3918-223757	6120 O'REILLY AUTO PA		4.50	.00	OIL FILTERS



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FUND - 045 - GOLF COURSE - CITY  
 BUDGET UNIT - 4245 - GOLF COURSE-CITY

ACCOUNT DATE	T/C	ENCUMBR	REFERENCE	VENDOR	BUDGET	EXPENDITURES	ENCUMBRANCES	DESCRIPTION
4000P			COST OF REVENUE-PRO SHOP					
9 /15 02/27/15 21			1002326662	6491 BRIDGESTONE GOLF		315.43	.00	HATS
9 /15 02/27/15 21			004140032	6558 THE ANTIGUA GROU		46.40	.00	WOMENS TOPS
9 /15 02/27/15 21			925743796	6476 CALLAWAY		710.10	.00	GOLF BAGS
9 /15 02/27/15 21			925706450	6476 CALLAWAY		177.91	.00	FITTED HATS
9 /15 02/27/15 21			925719942	6476 CALLAWAY		354.38	.00	GOLF HATS
9 /15 02/27/15 21			968150620	6452 NIKE USA, INC.		108.71	.00	HATS
9 /15 02/27/15 21			967925998	6452 NIKE USA, INC.		53.98	.00	SHIRT/JACKET
9 /15 02/27/15 21			968448269	6452 NIKE USA, INC.		68.69	.00	SHOES
9 /15 02/27/15 21			968641591	6452 NIKE USA, INC.		108.77	.00	HATS
9 /15 02/27/15 21			900072636	6450 TITLEIST		349.00	.00	HATS
9 /15 02/27/15 21			900080320	6450 TITLEIST		161.66	.00	ADJUSTABLE HEADWEAR
9 /15 02/27/15 21			30400756	6443 TAYLORMADE GOLF		361.00	.00	WEDGES
9 /15 02/27/15 21			30439049	6443 TAYLORMADE GOLF		139.65	.00	AERO BURNER
TOTAL					.00	2,955.68	.00	
4220M			OPERATING SUPPLIES MAINT.					
9 /15 02/27/15 21			19403	6559 RANGE MART		301.99	.00	ROPE/STAKES
9 /15 02/27/15 21			19397	6559 RANGE MART		279.06	.00	YARDAGE POLES/FLAGS
9 /15 02/27/15 21			19399	6559 RANGE MART		214.64	.00	PVC CLEAVE/LUMBER
9 /15 02/27/15 21			66730	6489 FRONTIER PERFORM		667.58	.00	TRACTOR GREASE
9 /15 02/27/15 21			95284	0428 STONEY'S SAND &		193.50	.00	TREATED HUMUS
9 /15 02/27/15 21			619-36302475	1547 UNISOURCE		79.04	.00	SANITARY SUPPLIES
9 /15 02/27/15 21			9329785	2788 EWING IRRIGATION		580.19	.00	PVC/BUSHING/REDUCER
9 /15 02/27/15 21			CALEM13647	5866 FASTENAL COMPANY		119.33	.00	EYE WASH
9 /15 02/27/15 21			CALEM13618	5866 FASTENAL COMPANY		18.58	.00	EYE WASH STATION
TOTAL					.00	2,453.91	.00	
4310			PROFESSIONAL CONTRACT SVC					
9 /15 02/27/15 21			02192015	6540 ANTHONY OSBORNE		216.00	.00	JANUARY GOLF LESSONS
9 /15 02/27/15 21			8093	6316 PRICE PAIGE & CO		5,000.00	.00	PROFESSIONAL SERVICES
9 /15 02/27/15 21			02192015	6548 TOM RINGER		199.13	.00	JANUARY GOLF LESSONS
TOTAL					.00	5,415.13	.00	
4340			UTILITIES					
9 /15 02/27/15 21			9740051724	0116 VERIZON WIRELESS		15.53	.00	JAN 05- FEB 04
TOTAL					.00	15.53	.00	
TOTAL					.00	10,840.25	.00	
TOTAL					.00	10,840.25	.00	

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FUND - 050 - WATER  
 BUDGET UNIT - 4250 - WATER

ACCOUNT	DATE	T/C	ENCUMBR	REFERENCE	VENDOR	BUDGET	EXPENDITURES	ENCUMBRANCES	DESCRIPTION
4220					OPERATING SUPPLIES				
9 /15	02/27/15	21		FO819369	6058 UNIVAR		1,846.04	.00	SODIUM.FUEL.MILL FEE
9 /15	02/27/15	21		FO819533	6058 UNIVAR		1,440.83	.00	SODIUM.FUEL.MILL FEE
9 /15	02/27/15	21		1198021315	0428 STONEY'S SAND &		162.10	.00	CONCRETE MIX
9 /15	02/27/15	21	6859	-01 I-043211	1116 GOLDEN STATE FLO		1,615.00	-1,615.00	3" CHAMBER METER
9 /15	02/27/15	21	6859	-02 I-043211	1116 GOLDEN STATE FLO		2,805.00	-2,805.00	4" CHAMBER METER
9 /15	02/27/15	21	6859	-03 I-043211	1116 GOLDEN STATE FLO		331.50	-331.50	SALES TAX
9 /15	02/27/15	21		93227	0286 LAWRENCE TRACTOR		326.75	.00	STRAIGHT LOOP
9 /15	02/27/15	21	6873	-01 I-043276	1116 GOLDEN STATE FLO		24,077.76	-24,077.76	SENSUS METER REGISTERS
9 /15	02/27/15	21	6873	-02 I-043276	1116 GOLDEN STATE FLO		1,805.83	-1,805.83	SALES TAX
TOTAL					OPERATING SUPPLIES	.00	34,410.81	-30,635.09	
4230					REPAIR/MAINT SUPPLIES				
9 /15	02/27/15	21		1063467	0188 FERGUSON ENTERPR		2,336.58	.00	HYD HOSE CAP W/RING
9 /15	02/27/15	21	6845	-01 2104-4452A	6419 G3 ENGINEERING,		881.85	-766.88	PUMP HEAD
9 /15	02/27/15	21	6845	-02 2104-4452A	6419 G3 ENGINEERING,		127.80	-111.14	EYENUT
9 /15	02/27/15	21	6845	-03 2104-4452A	6419 G3 ENGINEERING,		272.52	-236.99	CLAMP
9 /15	02/27/15	21	6845	-04 2104-4452A	6419 G3 ENGINEERING,		27.49	-23.91	CAP SCREW
9 /15	02/27/15	21	6845	-05 2104-4452A	6419 G3 ENGINEERING,		209.20	-181.93	CONNECTOR
9 /15	02/27/15	21	6845	-06 2104-4452A	6419 G3 ENGINEERING,		692.36	-602.10	2" DIAPHRAGM
9 /15	02/27/15	21	6845	-07 2104-4452A	6419 G3 ENGINEERING,		1,493.30	-1,298.63	PREVENTATIVE MAINTENANCE
TOTAL					REPAIR/MAINT SUPPLIES	.00	6,041.10	-3,221.58	
4310					PROFESSIONAL CONTRACT SVC				
9 /15	02/27/15	21		ZA15014677	5077 SENSUS METERING		1,688.11	.00	SYS SUPPORT RENEWAL
9 /15	02/27/15	21		001-001372	5814 CITY OF HANFORD		3,475.65	.00	DISPATCH SRVC/MAR
9 /15	02/27/15	21		14642	2498 DAVI LABORATORIE		103.00	.00	WELL WATER TESTING
TOTAL					PROFESSIONAL CONTRACT SVC	.00	5,266.76	.00	
4320					MEETINGS & DUES				
9 /15	02/27/15	21		122214	T1351 STEVE ROSE		55.00	.00	WATER TREATMENT EXAM
TOTAL					MEETINGS & DUES	.00	55.00	.00	
4330					PRINTING & PUBLICATIONS				
9 /15	02/27/15	21		89380	5546 INFOSEND		3,107.56	.00	TTHM NOTICE
TOTAL					PRINTING & PUBLICATIONS	.00	3,107.56	.00	
4340					UTILITIES				
9 /15	02/27/15	21		9740051724	0116 VERIZON WIRELESS		66.69	.00	JAN 05- FEB 04
9 /15	02/27/15	21		8260001FEB15	0363 P G & E		19,265.03	.00	01/08/2015-02/08/2015
9 /15	02/27/15	21		JAN15-FEB15	0423 THE GAS COMPANY		75.82	.00	01/21/15-02/20/15
9 /15	02/27/15	21		700013FEB15	1207 NOS COMMUNICATIO		252.55	.00	COMM SERVICES
TOTAL					UTILITIES	.00	19,660.09	.00	
4350					REPAIR/MAINT SERVICES				
9 /15	02/27/15	21		383,282	0227 INGRAM DIGITAL E		1,595.64	.00	WELL SITE CALLOUT
TOTAL					REPAIR/MAINT SERVICES	.00	1,595.64	.00	

PEI  
DATE: 02/27/2015  
TIME: 08:44:38

CITY OF LEMOORE  
EXPENDITURE TRANSACTION ANALYSIS

PAGE NUMBER: 16  
AUDIT11

SELECTION CRITERIA: transact.batch='JB030315'  
ACCOUNTING PERIOD: 8/15

FUND - 050 - WATER  
BUDGET UNIT - 4250 - WATER

ACCOUNT	DATE	T/C	ENCUMBR	REFERENCE	VENDOR	BUDGET	EXPENDITURES	ENCUMBRANCES	DESCRIPTION
4350				REPAIR/MAINT SERVICES	(cont'd)				
4380				RENTALS & LEASES					
9 /15	02/27/15	21		16566796	5977 GREATAMERICA FIN		136.40	.00	COPIER/PRINTER
TOTAL				RENTALS & LEASES		.00	136.40	.00	
TOTAL				WATER		.00	70,273.36	-33,856.67	

PEI  
 DATE: 02/27/2015  
 TIME: 08:44:38

CITY OF LEMOORE  
 EXPENDITURE TRANSACTION ANALYSIS

PAGE NUMBER: 17  
 AUDIT11

SELECTION CRITERIA: transact.batch='JB030315'  
 ACCOUNTING PERIOD: 8/15

FUND - 050 - WATER  
 BUDGET UNIT - 4251 - UTILITY OFFICE

ACCOUNT	DATE	T/C	ENCUMBR	REFERENCE	VENDOR	BUDGET	EXPENDITURES	ENCUMBRANCES	DESCRIPTION
4310									PROFESSIONAL CONTRACT SVC
9 /15	02/27/15	21		8093	6316 PRICE PAIGE & CO		5,250.00	.00	PROFESSIONAL SERVICES
9 /15	02/27/15	21		88809	5546 INFOSEND		3,779.40	.00	JANUARY BILLS
9 /15	02/27/15	21		SL1293085	6560 SELECT STAFFING		464.00	.00	STAFF/TAPIA
9 /15	02/27/15	21		SL1293084	6560 SELECT STAFFING		580.00	.00	STAFF/TAPIA
TOTAL					PROFESSIONAL CONTRACT SVC	.00	10,073.40	.00	
4340									UTILITIES
9 /15	02/27/15	21		700013FEB15	1207 NOS COMMUNICATIO		117.32	.00	COMM SERVICES
9 /15	02/27/15	21		000006269859	5516 AT&T		13.69	.00	559-924-9003
TOTAL					UTILITIES	.00	131.01	.00	
4380									RENTALS & LEASES
9 /15	02/27/15	21		16566796	5977 GREATAMERICA FIN		152.55	.00	COPIER/PRINTER
TOTAL					RENTALS & LEASES	.00	152.55	.00	
TOTAL					UTILITY OFFICE	.00	10,356.96	.00	
TOTAL					WATER	.00	80,630.32	-33,856.67	

PEI  
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CITY OF LEMOORE  
 EXPENDITURE TRANSACTION ANALYSIS

PAGE NUMBER: 18  
 AUDIT11

SELECTION CRITERIA: transact.batch='JB030315'  
 ACCOUNTING PERIOD: 8/15

FUND - 056 - REFUSE  
 BUDGET UNIT - 4256 - REFUSE

ACCOUNT	DATE	T/C	ENCUMBR	REFERENCE	VENDOR	BUDGET	EXPENDITURES	ENCUMBRANCES	DESCRIPTION
4310					PROFESSIONAL CONTRACT SVC				
9 /15	02/27/15	21		001-001372	5814 CITY OF HANFORD		3,475.65	.00	DISPATCH SRVC/MAR
TOTAL					PROFESSIONAL CONTRACT SVC	.00	3,475.65	.00	
4340					UTILITIES				
9 /15	02/27/15	21		9740051724	0116 VERIZON WIRELESS		34.27	.00	JAN 05- FEB 04
9 /15	02/27/15	21		700013FEB15	1207 NOS COMMUNICATIO		43.11	.00	COMM SERVICES
TOTAL					UTILITIES	.00	77.38	.00	
4380					RENTALS & LEASES				
9 /15	02/27/15	21		16566796	5977 GREATAMERICA FIN		25.66	.00	COPIER/PRINTER
TOTAL					RENTALS & LEASES	.00	25.66	.00	
TOTAL					REFUSE	.00	3,578.69	.00	
TOTAL					REFUSE	.00	3,578.69	.00	

PEI  
 DATE: 02/27/2015  
 TIME: 08:44:38

CITY OF LEMOORE  
 EXPENDITURE TRANSACTION ANALYSIS

PAGE NUMBER: 19  
 AUDIT11

SELECTION CRITERIA: transact.batch='JB030315'  
 ACCOUNTING PERIOD: 8/15

FUND - 060 - SEWER& STROM WTR DRAINAGE  
 BUDGET UNIT - 4260 - SEWER

ACCOUNT	DATE	T/C	ENCUMBR	REFERENCE	VENDOR	BUDGET	EXPENDITURES	ENCUMBRANCES	DESCRIPTION
4220									OPERATING SUPPLIES
9 /15	02/27/15	21		562612	2038 USA BLUEBOOK		299.67	.00	FLOAT SWITCH
9 /15	02/27/15	21		SLC10005671	2072 SIERRA CHEMICAL		-2,000.00	.00	DEPOSIT RETURN
9 /15	02/27/15	21		SLS10017514	2072 SIERRA CHEMICAL		3,493.64	.00	CHLORINE/DEPOSIT
9 /15	02/27/15	21		SLC10005730	2072 SIERRA CHEMICAL		-2,000.00	.00	DEPOSIT RETURN
9 /15	02/27/15	21		SLS10016874	2072 SIERRA CHEMICAL		3,468.64	.00	CHLORINE/DEPOSIT
9 /15	02/27/15	21		SLC10005593	2072 SIERRA CHEMICAL		-3,000.00	.00	DEPOSIT RETURN
9 /15	02/27/15	21		SLS10017317	2072 SIERRA CHEMICAL		5,202.96	.00	CHLORINE DEPOSIT
9 /15	02/27/15	21		CALEM13580	5866 FASTENAL COMPANY		23.94	.00	RATCHET TIE DOWNS
9 /15	02/27/15	21		9664779551	0521 GRAINGER		41.04	.00	MINI LAMPS
9 /15	02/27/15	21		1338168	0345 MORGAN & SLATES		19.61	.00	DIXON STRAP 10"
9 /15	02/27/15	21		CALEM13562	5866 FASTENAL COMPANY		6.45	.00	WASHERS FOR AERATORS
TOTAL						.00	5,555.95	.00	
4230									REPAIR/MAINT SUPPLIES
9 /15	02/27/15	21		9603925919	0521 GRAINGER		544.71	.00	SEWAGE PUMP
9 /15	02/27/15	21		C10487	5181 HAAKER EQUIPMENT		227.20	.00	1" X 20" LDR
TOTAL						.00	771.91	.00	
4310									PROFESSIONAL CONTRACT SVC
9 /15	02/27/15	21		001-001372	5814 CITY OF HANFORD		3,475.65	.00	DISPATCH SRVC/MAR
TOTAL						.00	3,475.65	.00	
4320									MEETINGS & DUES
9 /15	02/27/15	21		02232015	1482 CWEA		156.00	.00	MEM RENEW/R. YANES
TOTAL						.00	156.00	.00	
4340									UTILITIES
9 /15	02/27/15	21		9740051724	0116 VERIZON WIRELESS		28.78	.00	JAN 05- FEB 04
9 /15	02/27/15	21		700013FEB15	1207 NOS COMMUNICATIO		212.88	.00	COMM SERVICES
TOTAL						.00	241.66	.00	
4380									RENTALS & LEASES
9 /15	02/27/15	21		16566796	5977 GREATAMERICA FIN		147.29	.00	COPIER/PRINTER
TOTAL						.00	147.29	.00	
4825AR									MACH/EQUIP ASSET REPLACE
9 /15	02/27/15	21	6842	-01 M03934	5181 HAAKER EQUIPMENT		69,305.60	-69,305.60	ROVERX PACKAGE
9 /15	02/27/15	21	6842	-02 M03934	5181 HAAKER EQUIPMENT		12,230.40	-12,230.40	REMOTE LIFT ACCESSORY
9 /15	02/27/15	21	6842	-03 M03934	5181 HAAKER EQUIPMENT		3,600.00	-3,600.00	REAR VIEW CAMERA
9 /15	02/27/15	21	6842	-04 M03934	5181 HAAKER EQUIPMENT		6,385.20	-6,385.20	SALES TAX
TOTAL						.00	91,521.20	-91,521.20	
TOTAL						.00	101,869.66	-91,521.20	SEWER
TOTAL						.00	101,869.66	-91,521.20	SEWER& STROM WTR DRAINAGE

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DATE: 02/27/2015  
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CITY OF LEMOORE  
EXPENDITURE TRANSACTION ANALYSIS

PAGE NUMBER: 20  
AUDIT11

SELECTION CRITERIA: transact.batch='JB030315'  
ACCOUNTING PERIOD: 8/15

FUND - 078 - LLMD/PFMD  
BUDGET UNIT - 4801 - LLMD ZONE 1 WESTFIELD

ACCOUNT DATE	T/C	ENCUMBR	REFERENCE	VENDOR	BUDGET	EXPENDITURES	ENCUMBRANCES	DESCRIPTION
4310								PROFESSIONAL CONTRACT SVC

PEI  
DATE: 02/27/2015  
TIME: 08:44:38

CITY OF LEMOORE  
EXPENDITURE TRANSACTION ANALYSIS

PAGE NUMBER: 21  
AUDIT11

SELECTION CRITERIA: transact.batch='JB030315'  
ACCOUNTING PERIOD: 8/15

FUND - 078 - LLMD/PFMD  
BUDGET UNIT - 4801 - LLMD ZONE 1 WESTFIELD

ACCOUNT	DATE	T/C	ENCUMBR	REFERENCE	VENDOR	BUDGET	EXPENDITURES	ENCUMBRANCES	DESCRIPTION
4310					PROFESSIONAL CONTRACT SVC				
9 /15	02/27/15	21		16566796	5977 GREATAMERICA FIN		1.69	.00	COPIER/PRINTER
TOTAL					PROFESSIONAL CONTRACT SVC	.00	1.69	.00	
TOTAL					LLMD ZONE 1 WESTFIELD	.00	1.69	.00	
TOTAL					LLMD/PFMD	.00	1.69	.00	

PEI  
DATE: 02/27/2015  
TIME: 08:44:38

CITY OF LEMOORE  
EXPENDITURE TRANSACTION ANALYSIS

PAGE NUMBER: 22  
AUDIT11

SELECTION CRITERIA: transact.batch='JB030315'  
ACCOUNTING PERIOD: 8/15

FUND - 085 - PBIA  
BUDGET UNIT - 4270 - PBIA

ACCOUNT	DATE	T/C	ENCUMBR	REFERENCE	VENDOR	BUDGET	EXPENDITURES	ENCUMBRANCES	DESCRIPTION
4310				PROFESSIONAL CONTRACT SVC					
9 /15	02/27/15	21		51307577	5189 MUZAK		110.88	.00	FEB SERVICES
TOTAL				PROFESSIONAL CONTRACT SVC		.00	110.88	.00	
TOTAL				PBIA		.00	110.88	.00	
TOTAL				PBIA		.00	110.88	.00	
TOTAL REPORT						.00	370,804.60	-182,350.47	

PEI  
DATE: 02/27/2015  
TIME: 08:47:08

CITY OF LEMOORE  
GENERAL LEDGER TRANSACTION ANALYSIS

PAGE NUMBER: 1  
AUDIT311

SELECTION CRITERIA: account.acct between '2000' and '2999' AND transact.batch='JB030315'  
ACCOUNTING PERIOD: 8/15

FUND - 001 - GENERAL FUND

ACCOUNT	DATE	T/C	REFERENCE	VENDOR/PAYER	DEBIT	CREDIT	DESCRIPTION
2020			ACCOUNTS PAYABLE				
9 /15	02/27/15	21		T1970 YOLANDA DEL TORO		100.00	CHEER COMP/REFUND
9 /15	02/27/15	21		5674 JENNIFER MELENDEZ	40.00		REIMB FEB 15
9 /15	02/27/15	21		T1969 BONNIE VILLEGAS		50.00	CHEER COMP/REFUND
9 /15	02/27/15	21		3094 ALCOPRO DRUG AND ALC		203.90	CALIBRATE/PAS DEVICE
TOTAL			ACCOUNTS PAYABLE		40.00	353.90	
2248			RECREATION IN/OUT				
9 /15	02/27/15	21		T1970 YOLANDA DEL TORO	100.00		CHEER COMP/REFUND
9 /15	02/27/15	21		5674 JENNIFER MELENDEZ		40.00	REIMB FEB 15
9 /15	02/27/15	21		T1969 BONNIE VILLEGAS	50.00		CHEER COMP/REFUND
TOTAL			RECREATION IN/OUT		150.00	40.00	
2279			STORED VEH. FINES/TRF.OFF				
9 /15	02/27/15	21		3094 ALCOPRO DRUG AND ALC	203.90		CALIBRATE/PAS DEVICE
TOTAL			STORED VEH. FINES/TRF.OFF		203.90	.00	
TOTAL			GENERAL FUND		393.90	393.90	
TOTAL REPORT					393.90	393.90	

PEI  
DATE: 02/27/2015  
TIME: 08:45:24

CITY OF LEMOORE  
REVENUE TRANSACTION ANALYSIS

PAGE NUMBER: 1  
AUDIT31

SELECTION CRITERIA: transact.batch='JB030315'  
ACCOUNTING PERIOD: 8/15

FUND - 001 - GENERAL FUND  
BUDGET UNIT - 001 - GENERAL FUND

ACCOUNT	DATE	T/C	RECEIVE REFERENCE	PAYER/VENDOR	BUDGET	RECEIPTS	RECEIVABLES DESCRIPTION
3625			CIVIC AUDITORIUM RENTAL				
9 /15	02/27/15	21 0	02242015	T1808 PHILADELPHIA MIN		-200.00	REFUND/PHILADELPHIA
9 /15	02/27/15	21 0	02242015	T1251 SAN DIEGO FAMILY		-400.00	REFUND/SD FAM HOUSING
TOTAL			CIVIC AUDITORIUM RENTAL		.00	-600.00	.00
3681			RECREATION FEES				
9 /15	02/27/15	21 0	02242015	T1968 KELLY STONE		-25.00	REFUND/DRAMA CLUB
9 /15	02/27/15	21 0	02272015	T1971 WES HARMON		-140.00	REFUND/DANCE CLASS
TOTAL			RECREATION FEES		.00	-165.00	.00
TOTAL			GENERAL FUND		.00	-765.00	.00
TOTAL			GENERAL FUND		.00	-765.00	.00
TOTAL REPORT					.00	-765.00	.00

**Mayor**  
Lois Wynne  
**Mayor Pro Tem**  
Jeff Chedester  
**Council Members**  
Ray Madrigal  
Eddie Neal  
William Siegel



**Parks and Recreation  
Department**  
721 W. Cinnamon Dr.  
Lemoore, CA 93245  
Phone (559) 924-6767  
Fax (559) 924-6772

## Staff Report

ITEM 2-3

**To:** Lemoore City Council

**From:** Joe Simonson, Parks and Recreation Director

**Date:** February 24, 2015 **Meeting Date:** March 3, 2015

**Subject:** Budget Adjustment - Emergency Water Main Repair at Kings Lions Complex

### **Discussion:**

During the last week of January 2015, a water pipe burst underneath the Booster Pump at Kings Lions Complex (formally 19<sup>th</sup> Avenue Park). The water had to be shut off to the park until the pipe was replaced and tied in to the Booster Pump.

Mattos Underground Construction removed the old pipe and installed approximately 60 feet of 6" CL150 C-900 PVC pipe and installed 6" Ductile Iron Fittings with Mega Lug Restraints. They removed all old pipe and fittings supplying the booster pump and installed 4" Ductile Iron Pipe and Ductile Iron Fittings and connected to the booster pump. The cost of repair was \$15,447.55.

The Maintenance Department is asking for a budget adjustment to cover this expense.

### **Budget Impact:**

A one-time emergency increase to Maintenance Repair (4220-4350) in the amount of \$15,447.55

### **Recommendation:**

That the City Council, by motion, approve a one-time budget adjustment in the amount of \$15,447.55 to Maintenance Repair (4220-4350) for the emergency water main repair at Kings Lions Complex.

**Mayor**  
Lois Wynne  
**Mayor Pro Tem**  
Willard Rodarmel  
**Council Members**  
Ray Madrigal  
Eddie Neal  
William Siegel



**Parks and Recreation  
Department**  
721 W. Cinnamon Dr.  
Lemoore, CA 93245  
Phone (559) 924-6767  
Fax (559) 924-6772

## Staff Report

ITEM 2-4

**To:** Lemoore City Council  
**From:** Joe Simonson, Parks and Recreation Director  
**Date:** February 20, 2015 **Meeting Date:** March 3, 2015  
**Subject:** Addition of FootGolf to the Lemoore Municipal Golf Course

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### Discussion:

In November of 2014 the Recreation Staff discussed the possibility of bringing FootGolf to the Lemoore Municipal Golf Course. At the November 18, 2014 City Council study session, after some discussion, it was recommended by council to first make this presentation to the Recreation Commission and wait for their recommendation.

FootGolf was discussed at the January and February Recreation Commission meetings. These public meetings were heavily advertised at the Golf Course and through other media. Very few members of the public attended. After watching several videos, asking questions of our Golf Course Pro, Tom Ringer, concerning the Valley Oaks Golf course and their experience with FootGolf and hearing from the public in attendance, the Commissioners decided that having the option to increase revenue with a minimal investment by adding FootGolf was a good idea for our Golf Course. The Commissioners would like to recommend to Council the addition of FootGolf.

The Commissioners also supported the idea of starting FootGolf at 12 pm on the weekdays and weekends to give our avid golfers their own time on the course.

### Budget Impact:

\$4,000 for cups and flags would come from the Golf Course Capital Improvement Fund which currently has a balance of \$72,471.00.

### Recommendation:

For Council, by motion, to approve the addition of FootGolf to the Municipal Golf Course and the \$4,000 expenditure from the Golf Course Capital Improvement Fund.

**AMENDMENT TO AGREEMENT FOR GOLF COURSE SUPERINTENDENT/GOLF PRO CONSULTING SERVICES BETWEEN THE CITY OF LEMOORE AND TOM RINGER**

This Amendment to the Agreement for Golf Course Superintendent/Golf Pro Consulting Services Between The City Of Lemoore And Tom Ringer dated November 22, 2014 (Agreement”) is entered into effective March 31, 2015, between the City of Lemoore (“City”) and Tom Ringer (“Consultant”) with respect to the following Recitals, which are a substantive part of this Agreement:

- A. On November 22, 2014, City and Consultant entered into an Agreement for the purposes of consulting with the City for superintendent/golf pro services at the Lemoore Municipal Golf Course.
- B. Section 2 of the Agreement provides for the term to expire on March 31, 2015, unless terminated earlier as allowed by the Agreement. City and consultant desire to extend the Agreement until the Request for Proposal (“RFP”) process for a permanent superintendent/golf pro is complete, unless terminated earlier as allowed by the Agreement.

NOW, THEREFORE, City and Consultant agree as follows:

- 1. Amendment to Section 2: Term. Section 2 of the Agreement shall be amended to read as follows:

“2. Term. This Agreement shall terminated upon the appointment of a permanent superintendent/golf pro following an RFP process, unless terminated in accordance with Section 15 below or as otherwise provided herein. The Parties may modify the term of this Agreement by mutual written consent.”

CITY

CONSULTANT

By: \_\_\_\_\_  
Jeff Laws, City Manager

By: \_\_\_\_\_  
Tom Ringer

Date:

Date:

**AMENDMENT TO LICENSE AND CONCESSIONAIRE AGREEMENT BETWEEN THE CITY OF LEMOORE AND MAX VERNON**

This Amendment to the License and Concessionaire Agreement Between The City Of Lemoore And Max Vernon dated November 22, 2014 (Agreement”) is entered into effective March 31, 2015, between the City of Lemoore (“City”) and Max Vernon (“Concessionaire”) with respect to the following Recitals, which are a substantive part of this Agreement:

- A. On November 22, 2014, City and Concessionaire entered into an Agreement for the purposes of concessions at the Lemoore Municipal Golf Course.
- B. Section 2 of the Agreement provides for the term to expire on March 31, 2015, subject to the termination provisions set forth in the Agreement. City and consultant desire to extend the Agreement until the Request for Proposal (“RFP”) process for a permanent concessionaire is complete, unless terminated earlier as allowed by the Agreement.

NOW, THEREFORE, City and Vernon agree as follows:

- 1. Amendment to Section 2: Term. Section 2 of the Agreement shall be amended to read as follows:

“2. Term.

A. This Agreement shall be terminated upon the appointment of a permanent concessionaire following an RFP process, unless terminated in accordance with Section 23 below or as otherwise provided herein. The Parties may modify the term of this Agreement by mutual written consent.

B. In the event Concessionaire shall, with the consent of City, hold over and remain in possession of any of the Premises without any formal extension of the term set forth in this Section 2.A, after the expiration of the term, such holding over shall not be deemed to operate as a renewal or extension of this Agreement but shall only create a month-to-month license on the same terms, conditions and covenants, including consideration, contained herein.”

CITY

CONSULTANT

By: \_\_\_\_\_  
Jeff Laws, City Manager

By: \_\_\_\_\_  
Max Vernon

Date:

Date:

PEI  
 DATE: 02/27/2015  
 TIME: 08:48:51

CITY OF LEMOORE  
 EXPENDITURE TRANSACTION ANALYSIS

PAGE NUMBER: 1  
 AUDIT11

SELECTION CRITERIA: transact.batch='RD030315'  
 ACCOUNTING PERIOD: 8/15

FUND - 155 - HOUSING AUTHORITY FUND  
 BUDGET UNIT - 4953 - HOUSING AUTHORITY FUNDS

ACCOUNT DATE	T/C	ENCUMBR	REFERENCE	VENDOR	BUDGET	EXPENDITURES	ENCUMBRANCES	DESCRIPTION
4310			PROFESSIONAL CONTRACT SVC					
9 /15	02/27/15	21	02062015	5236 KINGS COUNTY REC		40.00	.00	RELEASE OF LIEN
TOTAL			PROFESSIONAL CONTRACT SVC		.00	40.00	.00	
TOTAL			HOUSING AUTHORITY FUNDS		.00	40.00	.00	
TOTAL			HOUSING AUTHORITY FUND		.00	40.00	.00	
TOTAL REPORT					.00	40.00	.00	

**Mayor**  
Lois Wynne  
**Mayor Pro Tem**  
Jeff Chedester  
**Council Members**  
Ray Madrigal  
Eddie Neal  
William Siegel



**Police  
Department**

657 Fox Street  
Lemoore, CA 93245  
Phone (559) 924-9574  
FAX (559) 924-3116

**Staff Report**

ITEM NO. 4-1

**To:** Lemoore City Council  
**From:** Darrell Smith, Chief of Police   
**Date:** February 20, 2015 **Meeting Date:** March 3, 2015  
**Subject:** Amendments and Renumbering to 4-4 of the Lemoore Municipal Code Pertaining to Property Maintenance to Include Public Nuisance – Ordinance 2015-01

**Discussion:**

The Lemoore Police Department has received several complaints about particular residences within the City of Lemoore that are allowing chronic nuisances to exist. The Lemoore Police Department has sent notices detailing the violations, but some residents have continued to participate in criminal behavior, and some land owners have not taken corrective action in a timely manner.

Chronic nuisance properties present grave health, safety and welfare concerns, where the persons responsible for such properties have failed to take corrective action to abate the nuisance condition. Chronic nuisance properties have a tremendous negative impact upon the quality of life, safety and health of the neighborhoods where they are located. This proposed change to our ordinance is enacted to remedy nuisance activities that are particularly disruptive to quality of life and repeatedly occur or exist at properties by providing a process for abatement. This remedy is not intended to be an all-inclusive remedy available and may be used in conjunction with such other state and local laws.

In addition to definitional and procedural provisions, the Lemoore Police Department is requesting that the civil and criminal enforcement provisions be added to the current Lemoore Municipal Code when chronic nuisance properties exist.

There is some renumbering and some minor wording changes, but the major changes to the Ordinance are more fully described below.

DEFINITIONS: (Add Section 4-4-2)

ABATE means to repair, replace, remove, destroy, or otherwise remedy a condition, which constitutes a violation of this chapter by such means and in such a manner and to

such an extent as the applicable city department director or designee(s) determines is necessary in the interest of the general health, safety and welfare of the community;

CONTROL means the ability to regulate, restrain, dominate, counteract or govern property, or conduct that occurs on a property;

CHRONIC NUISANCE PROPERTY means property on which a combination of three or more nuisance activities occur or exist during any ninety day period;

#### CHRONIC NUISANCE ACTIVITY

1. Any nuisance as defined by state law or local ordinance occurring on, around or within the influence of the property or the person responsible for the property.
2. Nuisance Activity includes: Any criminal conduct as defined by state law or local ordinance occurring on, around or within the influence of the property or the person responsible for the property, including, but not limited to, the following activities or behaviours:
  - a. Stalking;
  - b. Harassment;
  - c. Failure to Disperse;
  - d. Disorderly Conduct;
  - e. Assault;
  - f. Any Domestic Violence Crimes;
  - g. Reckless Endangerment;
  - h. Prostitution;
  - i. Patronizing a Prostitute;
  - j. Public Disturbance Noises;
  - k. Lewd Conduct;
  - l. Any Firearms/Dangerous Weapons violations;
  - m. Drug related loitering
  - n. Any Drug related activity;
3. For purposes of this chapter, "Nuisance Activity" shall not include conduct where the person responsible is the victim of a crime and had no control over the criminal act.

DRUG-RELATED ACTIVITY means any unlawful activity at a property which consists of the manufacture, delivery, sale, storage, possession, or giving away of any controlled substance as defined by State law.

PERSON RESPONSIBLE FOR THE PROPERTY or PERSON RESPONSIBLE means, unless otherwise defined, any person who has titled ownership of the property or structure which is subject to this chapter, an occupant in control of the property or structure which is subject to this chapter, a developer, builder, or business operator or owner who is developing, building or operating a business on the property or in a structure which is subject to this chapter and/or any person who has control over the property and allows a violation of this chapter to continue.

PERSON means natural person, joint venture, partnership, association, club, company, corporation, business trust, organization, or the manager, lessee, agent, officer or employee of any of them;

PREMISES AND PROPERTY may be used by this chapter interchangeably and means and public or private building, lot, parcel, dwelling, rental unit, real estate or land or portion thereof including property used as a residential or commercial property;

RENTAL UNIT means any structure or that part of a structure, including but not limited to single family home, room or apartment, which is rented to another and used as a home residence, or sleeping place by one or more persons.

Add to Property Standard (Renumbered as 4-4-4)

- Q. Any property within the City of Lemoore which is a chronic nuisance property is in violation of this Chapter and subject to its penalties and remedies; and
- R. Any person responsible for property who permits property to be a chronic nuisance property shall be in violation of this chapter and subject to its penalties and remedies

Add to Abatement (Renumbered Section 4-4-5)

Alternatively, when the Chief of Police, *or designee*, receives documentation confirming the occurrence of nuisance activities on any property, the Chief of Police, *or designee*, may review such documentation to determine whether it describes the nuisance activities enumerated in Section 4-4-4. Upon such a finding, the Chief of Police, *or designee*, shall warn the person responsible for such property, in writing, that the property is in danger of being declared a chronic public nuisance property.

The warning shall contain: (Public Nuisance Letter)

1. The street address or legal description sufficient for identification of the property;
2. A concise description of the nuisance activities that exist, or that have occurred on the property;
3. Offer the person responsible an opportunity to abate the nuisance activities giving rise to the violations; and

The Chief of Police, *or designee*, shall serve or cause to be served such warning upon the person responsible in accordance with the procedures set forth above.

Add to the Penalties (Renumber 4-4-6)

If the Chief of Police, *or designee*, has provided a notice as prescribed under 4-4-5(A) and the person responsible fails to respond to the warning within the time prescribed, the Chief of Police, *or designee*, shall issue a notice declaring the property to be a chronic nuisance property and post such notice at the property and issue the person responsible a civil infraction, punishable by:

*"In God We Trust"*

Citation amount of one hundred dollars (\$100.00) for the first issuance  
Citation amount of two hundred dollars (\$200.00) for the second issuance  
Citation amount of three hundred dollars (\$300.00) for the third issuance  
Citation amount of five hundred dollars (\$500.00) for the fourth issuance  
\*Total citation fees not to exceed \$5,000.00 per calendar year per individual parcel

If the person responsible responds as required by the notice and agrees to abate the chronic nuisance activity, the Chief of Police, *or designee*, and the person responsible, may work out an agreed upon course of action which would abate the chronic nuisance activity. If an agreed course of action does not result in the abatement of the chronic nuisance activities or if no agreement concerning abatement is reached, the matter shall be forwarded to the City Attorney for enforcement action. Provided, that in the event the Chief of Police, *or designee*, or the City Attorney determines that the person responsible has taken reasonable steps to abate the chronic nuisance activity, the City Attorney can choose not to commence an enforcement action under this Chapter, notwithstanding the continuance of the chronic nuisance activity.

**Budget Impact:**

There is no impact to the general fund.

**Recommendation:**

The Lemoore City Council, by motion, waive the first reading of Ordinance 2015-01 which amends and renumbers 4-4 and adds a Definition Section, and pass to a second reading.

## ORDINANCE NO. 2015-01

### AN ORDINANCE OF THE CITY COUNCIL OF THE CITY OF LEMOORE AMENDING AND RENUMBERING CHAPTER 4 OF TITLE 4 AND ADDING A DEFINITION SECTION OF THE LEMOORE MUNICIPAL CODE PERTAINING TO PROPERTY MAINTENANCE

The City Council of the City of Lemoore does hereby ordain as follows:

**SECTION 1:** Section 4-4-2 of the Lemoore Municipal Code is hereby amended to read as follows:

#### 4-4-2: DEFINITIONS

For purpose of this chapter, the following words or phrases shall have the meaning prescribed below:

**ABATE** means to repair, replace, remove, destroy, or otherwise remedy a condition, which constitutes a violation of this chapter by such means and in such a manner and to such an extent as the applicable city department director or designee(s) determines is necessary in the interest of the general health, safety and welfare of the community;

**CONTROL** means the ability to regulate, restrain, dominate, counteract or govern property, or conduct that occurs on a property;

**CHRONIC NUISANCE PROPERTY** means property on which a combination of three or more nuisance activities occur or exist during any ninety day period;

#### CHRONIC NUISANCE ACTIVITY

1. Any nuisance as defined by state law or local ordinance occurring on, around or within the influence of the property or the person responsible for the property.
2. Nuisance Activity includes: Any criminal conduct as defined by state law or local ordinance occurring on, around or within the influence of the property or the person responsible for the property, including, but not limited to, the following activities or behaviours:
  - a. Stalking;
  - b. Harassment;
  - c. Failure to Disperse;
  - d. Disorderly Conduct;
  - e. Assault;
  - f. Any Domestic Violence Crimes;
  - g. Reckless Endangerment;

- h. Prostitution;
- i. Patronizing a Prostitute;
- j. Public Disturbance Noises;
- k. Lewd Conduct;
- l. Any Firearms/Dangerous Weapons violations;
- m. Drug related loitering
- n. Any Drug related activity;

3. For purposes of this chapter, "Nuisance Activity" shall not include conduct where the person responsible is the victim of a crime and had no control over the criminal act.

**DRUG-RELATED ACTIVITY** means any unlawful activity at a property which consists of the manufacture, delivery, sale, storage, possession, or giving away of any controlled substance as defined by State law.

**PERSON RESPONSIBLE FOR THE PROPERTY** or **PERSON RESPONSIBLE** means, unless otherwise defined, any person who has titled ownership of the property or structure which is subject to this chapter, an occupant in control of the property or structure which is subject to this chapter, a developer, builder, or business operator or owner who is developing, building or operating a business on the property or in a structure which is subject to this chapter and/or any person who has control over the property and allows a violation of this chapter to continue.

**PERSON** means natural person, joint venture, partnership, association, club, company, corporation, business trust, organization, or the manager, lessee, agent, officer or employee of any of them;

**PREMISES** and **PROPERTY** may be used by this chapter interchangeably and means and public or private building, lot, parcel, dwelling, rental unit, real estate or land or portion thereof including property used as a residential or commercial property;

**RENTAL UNIT** means any structure or that part of a structure, including but not limited to single family home, room or apartment, which is rented to another and used as a home residence, or sleeping place by one or more persons.

**SECTION 2:** Section 4-4-3 of the Lemoore Municipal Code is hereby amended to read as follows:

#### 4-4-3: FINDINGS

The city council finds and determines as follows:

- A. The city has a history and reputation for well-kept properties, and property values and general welfare of the community are founded, in part, upon the appearance and maintenance of private property;

- B. Owners, *person responsible for the property*, and occupants of some properties within the city have permitted visual blight, including, but not limited to, deteriorated buildings, the accumulation of overgrown, rank and noxious vegetation and the accumulation of broken or discarded personal property in front yards;
- C. The existence of such conditions as described in this chapter is injurious and inimical to the public health, safety and welfare of city residents and contributes to the deterioration of residential, commercial and industrial areas;
- D. Abatement of these conditions is in the best interest of the health, safety and welfare of the citizens of the city because maximum use and enjoyment of properties in close proximity to one another depends upon a minimum standard of sightliness *and the use and enjoyment of the property*. The beneficial effects of maintaining a minimum standard of sightliness *and the use and enjoyment* for properties in the city include, but are not limited to, appreciation of property values, physical improvements of residential, commercial and industrial zones, attraction of capital investors to residential, commercial and industrial zones, increase in commercial trade and industrial productivity and increase in the tax base of the city;
- E. The abatement of such conditions will improve the general welfare, health, safety, and image of the city;
- F. The abatement procedures set forth in this chapter are reasonable and afford due process to all affected persons;
- G. The uses and abuses of property, as described in this chapter, reasonably relate to the proper exercise of police power to protect the health, safety and welfare of the public.

**SECTION 3:** Section 4-4-4 of the Lemoore Municipal Code is hereby amended to read as follows:

#### 4-4-4: PROPERTY STANDARDS

Unless expressly allowed by the zoning regulations, it is unlawful for any landowner or person leasing, occupying or having charge or possession of any real property in the city to keep, maintain, deposit or perform on such property any of the following and existence of any of the following is hereby declared a public nuisance:

- A. Attractive nuisances dangerous to children and other persons, including, but not limited to, hazardous pools, ponds and excavations, and abandoned, broken or neglected household appliances, equipment and machinery, unless located behind a screened fence preventing access to the area.
- B. Overgrown, dead, diseased, decaying or hazardous trees, shrubs, ground cover or weeds likely to harbor vermin, restrict or impede access to or public use of adjacent

sidewalks and streets, obstruct traffic-control signs and devices and fire hydrants, pose a risk of physical injury to the public or constitute an unsightly appearance.

- C. Used or damaged lumber, junk, trash, debris, scrap metal, concrete, sand, asphalt, cans, bottles, tires, salvage materials, boxes, containers, bins, and abandoned, discarded, inoperative or unusable furniture, stove, refrigerator, freezer, sink, toilet, cabinet or other household fixture, yard waste or equipment stored so as to be visible from a public street, alley or from an adjoining property for a period in excess of one week, except nothing herein shall preclude the placement of stacked firewood for use on the premises in the side or rear yards of the premises.
- D. Any wall, fence, or hedge in such condition of deterioration or disrepair as to constitute a hazard to persons or property or cause depreciation in the value of any adjacent or nearby property.
- E. Broken windows or doors constituting hazardous conditions and inviting trespassers or malicious mischief.
- F. Buildings that are boarded up, partially destroyed, not properly secured or partially constructed or incomplete after the building permit authorizing its construction has expired.
- G. Maintenance of the premises so out of harmony and conformity with the maintenance quality of adjacent or nearby properties as to cause substantial diminution in the enjoyment, use or property values of such adjacent or nearby properties.
- H. Storage of automobile, motorcycle, boat or other watercraft, and trailer or parts thereof on residential properties within the front or side yard, unless parked on a paved driveway or screened from view by a minimum six foot (6') high solid fence.
- I. Accumulate, store, abandon, dismantle, repair or otherwise locate inoperative trailer, camper, boat or other watercraft, motor vehicle or parts thereof on private property for a period in excess of fourteen (14) consecutive days, unless stored within an entirely enclosed garage or screened by a minimum six foot (6') high solid fence. (Ord. 9606, 5-21-1996)
- J. City provided refuse containers or other receptacles stored in front of the front elevation of the building structure (front yard), unless screened; stored behind the front elevation of the building structure (side yards), unless screened or stored adjacent to the building structure and placed so that only one can is directly visible; or on the street, except when placed in locations of collection at times of collection. Containers may be placed for collection up to twenty four (24) hours prior to collection and must be properly stored on the same day as collection is made, as described in section 4-1-5C of this title. (Ord. 2011-06, 12-6-2011)

- K. Placement of satellite dish antennas over two feet (2') in diameter within the front or side yards abutting a street unless behind a solid fence of minimum six feet (6') high.
- L. Fountains, pools and ponds unmaintained such that they harbor algae, bacteria or mosquitoes.
- M. Cracked walkways or driveways if the cracks are such that weeds and growth come up through the cracks where an area is in overall poor condition.
- N. Construction equipment and machinery and building supplies and materials stored in areas visible from public rights of way or neighboring properties unless part of an active and approved construction project.
- O. Disposal of oil, gasoline, other petroleum products, noxious chemicals, pesticides, or other gaseous, liquid or solid wastes in such a manner as to constitute a health hazard or degrade the appearance of or detract from the aesthetic and property values of neighboring properties.
- P. Buildings in disrepair with wall cracks in excess of one-fourth inch ( $\frac{1}{4}$ " ) width, leaking roofs, defective electric wiring or otherwise not in compliance with building codes to the extent it presents a dangerous situation or effect on property values. (Ord. 9606, 5-21-1996)
- Q. Any property within the City of Lemoore which is a chronic nuisance property is in violation of this Chapter and subject to its penalties and remedies; and
- R. Any person responsible for property who permits property to be a chronic nuisance property shall be in violation of this chapter and subject to its penalties and remedies.

**SECTION 4:** Section 4-4-5 of the Lemoore Municipal Code is hereby amended to read as follows:

4-4-5: ABATEMENT

- A. Notice To Owner And/Or Lessee To Abate: In addition to the penalties *and other procedures* provided herein, upon a determination by the Chief of Police, *or designee*, that any activity or condition exists in violation of this chapter, he/she may send by certified mail to the address of the owner and/or lessee of the property concerned, a notice detailing the violation and requirements of its abatement, advising the property owner and/or lessee to cease the violation within a specified period if the city is not to proceed with the further steps set forth in this chapter for abatement.

Alternatively, when the Chief of Police, *or designee*, receives documentation confirming the occurrence of nuisance activities on any property, the Chief of Police, *or designee*, may review such documentation to determine whether it describes the nuisance activities enumerated in Section 4-4-4. Upon such a finding, the Chief of

Police, *or designee*, shall warn the person responsible for such property, in writing, that the property is in danger of being declared a chronic public nuisance property.

The warning shall contain: (Public Nuisance Letter)

1. The address or legal description sufficient for identification of the property;
2. A concise description of the nuisance activities that exist, or that have occurred on the property;
3. Offer the person responsible an opportunity to abate the nuisance activities giving rise to the violations; and

The Chief of Police, *or designee*, shall serve or cause to be served such warning upon the person responsible in accordance with the procedures set forth above.

- B. Notice to City Council: In the event the violation is not ceased or abated within the specified time, the Chief of Police, *or designee*, shall place the matter on the city council's agenda for the next regular meeting.
- C. Abatement Hearing: The city council at its next regular meeting may pass a resolution declaring the violation and setting a hearing thereon. The city clerk shall mail a copy of the resolution to the property owner at least ten (10) days prior to such hearing.
- D. Notice Of Violation; Posting: After the passage of such resolution, the Chief of Police, *or designee*, shall post upon the property on which violation is alleged to exist, a notice in letters not less than one inch (1") in height and in the following form:

*NOTICE TO ABATE VIOLATION*

*NOTICE is hereby given on the day of 20, the City Council of the City of Lemoore passed a Resolution declaring that certain violation(s) upon (description of property) are (description of violation(s)), and that the same must be abated by (work specified) or the removal of the same, otherwise they will be (work specified) or removed and the violation abated by the City, in which case the cost of such (work specified) or removal shall be assessed upon the property from which such violation(s) are located, and such cost will constitute a lien upon such property until paid.*

*Any person objecting to the proposed (work specified) or removal, as aforesaid, is hereby notified to attend the meeting of said City Council to be held in the Council Chambers in the City Hall at (time) on the day of , 20, when such objections will be heard and given due consideration.*

*DATED this day of 20.*

*City Clerk  
City of Lemoore*

The notice shall be posted at least five (5) days prior to the time for hearing objections to the abatement of such violation(s).

- E. Council Decision: At the time stated in such notice, the City Council shall hear and consider all objections to the proposed removal or work, and may continue the hearing. Upon conclusion of such hearing, the City Council shall by resolution allow or overrule any and all objections, whereupon the City Council shall have acquired jurisdiction to proceed and perform the work or removal. The decision of the City Council shall be final.
- F. Abatement of Violation: After the City Council has taken final action, the Chief of Police, *or designee*, shall abate the violation. The Chief of Police, *or designee*, is expressly authorized to enter upon private property for such purposes.
- G. Cost of Abatement: The Chief of Police, *or designee*, shall keep account of the abatement cost and shall submit an itemized statement thereof to the City Council at its next subsequent meeting. A copy of such statement shall be mailed to the owner of such premises. In the event that any such owner is unknown, the statement shall be posted on the bulletin board at City Hall for one week, giving notice when such statement shall be considered by the City Council.
- H. Assessment against Owner: The City Council, at the arranged time, shall consider such statement, and their determination shall be final. The costs of abating the violation shall constitute special assessments against the subject property. Upon confirmation of such statement, a copy thereof shall be delivered to the County Assessor. The Assessor shall add the amount set forth in such statement and charge it against the property. Thereafter, said amount shall be collected when ordinary taxes are collected. Such special assessments shall be subject to the same penalties and procedures under foreclosure and sale in case of delinquency, as provided for ordinary Municipal taxes.

**SECTION 5:** Section 4-4-6 of the Lemoore Municipal Code is hereby amended to read as follows:

**4-4-6: PENALTIES**

- A. Any person who violates any of the provisions of this Chapter shall be guilty of a misdemeanor, as provided for in Section 1-4-1 of this Code. It shall be a separate offense either when a violation is committed a second time more than twenty four (24) hours after a prior violation or when a violation is continued or permitted to exist for a period of more than twenty four (24) hours. Each and every day, or part thereof, during which any such violation is committed, continued or permitted, shall be a separate offense. In any civil action commenced by the City under this Chapter, the

City shall be entitled to recover from the defendant in any such action reasonable attorney fees and costs of suit.

- B. If the Chief of Police, *or designee*, has provided a notice as prescribed under 4-4-5(A) and the person responsible fails to respond to the warning within the time prescribed, the Chief of Police, *or designee*, shall issue a notice declaring the property to be a chronic nuisance property and post such notice at the property and issue the person responsible a civil infraction, punishable by:

Citation amount of one hundred dollars (\$100.00) for the first issuance

Citation amount of two hundred dollars (\$200.00) for the second issuance

Citation amount of three hundred dollars (\$300.00) for the third issuance

Citation amount of five hundred fifty dollars (\$500.00) for the fourth issuance

*\*Total citation fees not to exceed \$5,000.00 per calendar year per individual parcel*

If the person responsible responds as required by the notice and agrees to abate the chronic nuisance activity, the Chief of Police, *or designee*, and the person responsible, may work out an agreed upon course of action which would abate the chronic nuisance activity. If an agreed course of action does not result in the abatement of the chronic nuisance activities or if no agreement concerning abatement is reached, the matter shall be forwarded to the City Attorney for enforcement action. Provided, that in the event the Chief of Police, *or designee*, or the City Attorney determines that the person responsible has taken reasonable steps to abate the chronic nuisance activity, the City Attorney can choose not to commence an enforcement action under this Chapter, notwithstanding the continuance of the chronic nuisance activity.

**SECTION 6:** Section 4-4-7 of the Lemoore Municipal Code is hereby amended to read as follows:

#### 4-4-7: SEVERABILITY

If any provision, clause, sentence or paragraph of this Chapter or the application thereof to any person or circumstances shall be held invalid, such invalidity shall not affect the other provisions or applications of the provisions of this Chapter which can be given effect without the invalid provision or application, and to this end, the provisions of this Chapter are declared severable

**SECTION 7:** Section 4-4-8 of the Lemoore Municipal Code is hereby amended to read as follows:

#### 4-4-8: CONFLICT WITH OTHER ORDINANCES

Whenever any provision of this chapter is found to be in conflict with any other city ordinance or any state laws, the most restrictive provisions shall apply in such case.

**SECTION 8:** Section 4-4-9 of the Lemoore Municipal Code is hereby amended to read as follows:

**4-4-9: COST OF ABATEMENT**

- A. The city may, pursuant to the provisions of this section, collect any fee, cost, or charge incurred in: 1) the abatement of public nuisances; 2) the correction of any violation of any law or regulation that would also be a violation of section 1941.1 of the Civil Code; 3) the enforcement of zoning ordinances adopted pursuant to chapter 4 (commencing with section 65800) of division 1 of title 7 or any other constitutional or statutory authority; 4) inspections and abatement of violations of article 1 (commencing with section 13100) of chapter 2 of part 2 of division 12 of the Health and Safety Code; 5) inspections and abatement of violations of the State Housing Law, part 1.5 (commencing with section 17910) of division 13 of the Health and Safety Code and regulations adopted pursuant thereto; 6) inspections and abatement of violations of the California Building Standards Code, title 24 of the California Code of Regulations; or 7) inspections and abatement related to local ordinances and regulations that implement any of the foregoing, if the fee, cost, or charge has not been paid within forty five (45) days of notice thereof, and the city does hereby make the amount of the unpaid fee, cost, or charge a lien against the property that is the subject of the enforcement activity.
- B. Except as provided in subsection G of this section, the amount of the proposed lien shall be collected at the same time and in the same manner as property taxes are collected. All laws applicable to the levy, collection, and enforcement of ad valorem taxes shall be applicable to the proposed lien, except that if any real property to which the lien would attach has been transferred or conveyed to a bona fide purchaser for value, or if a lien of a bona fide encumbrance for value has been created and attaches thereon, prior to the date on which the first installment of taxes would become delinquent, then the lien that would otherwise be imposed by this section shall not attach to real property and the costs of enforcement relating to the property shall be transferred to the unsecured roll for collection.
- C. The amount of any fee, cost, or charge shall not exceed the actual cost incurred performing the inspections and enforcement activity, including permit fees, fines, late charges, and interest.
- D. This section does not apply to any enforcement, abatement, correction, or inspection activity regarding a violation in which the violation was evident on the plans that received a building permit.
- E. The city shall provide the owner of the property with written notice in plain language of the proposed lien, a description of the basis for the amounts comprising the lien, a minimum of forty five (45) days after notice to pay the fee, cost, or charge, and an opportunity to appear before the city council and be heard regarding the amount of the proposed lien.

- F. The city council may delegate the holding of the hearing required by this subsection to an Administrative Hearing Officer designated by the City Manager. The Administrative Hearing Officer shall make a written recommendation to the city council which shall include factual findings based on evidence introduced at the hearing. The city council may adopt the recommendation without further notice of hearing, or may set the matter for a de novo hearing before the city council. Notice in writing of the de nova hearing shall be provided to the property owner at least ten (10) days in advance of the scheduled hearing.
- G. If the city council determines that the lien authorized pursuant to subsection A of this section shall become a lien, the body may also cause a notice of lien to be recorded. This lien shall attach upon recordation in the office of the County Recorder and shall have the same force, priority, and effect as a judgment lien, not a tax lien. The notice shall, at a minimum, identify the record owner or possessor of the property, set forth the last known address of the record owner or possessor, set forth the date upon which the lien was created against the property, and include a description of the real property subject to the lien and the amount of the lien.

\* \* \* \*

The foregoing Ordinance was introduced at a Regular Meeting of the City Council of the City of Lemoore held on the 3<sup>rd</sup> day of March 2015 and was passed and adopted at a Regular Meeting of the City Council held on the 17<sup>th</sup> day of March 2015 by the following vote:

AYES:  
NOES:  
ABSTAIN:  
ABSENT:

ATTEST:

APPROVED:

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Mary J. Venegas, City Clerk

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Lois Wynne, Mayor

**Mayor**  
Lois Wynne  
**Mayor Pro Tem**  
Jeff Chedester  
**Council Members**  
Ray Madrigal  
Eddie Neal  
William Siegel



**Police  
Department**

657 Fox Street  
Lemoore, CA 93245  
Phone (559) 924-9574  
FAX (559) 924-3116

## Staff Report

ITEM NO. 4-2

**To:** Lemoore City Council  
**From:** Darrell Smith, Chief of Police   
**Date:** February 25, 2015 **Meeting Date:** March 3, 2015  
**Subject:** Engineering and Traffic Survey – Ordinance 2015-02

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### **Discussion:**

The California Vehicle Code prohibits the use of speed traps (Section 40801) as well as the use of any evidence obtained by use of a speed trap (Section 40803) for the purpose of prosecution. A speed trap as defined in the vehicle code (Section 40802) as either: (1) A section of highway marked so that an officer can calculate speed based on the time it takes a vehicle to travel the marked distance, or (2) The use of radar or other electronic devices that measure the speed of a moving object on a section of highway which does not have a current engineering and traffic survey within five years prior to the date of the alleged violation.

Chapter 3 of the 2014 California Manual for Setting Speed Limits provides guidelines for correctly completing the engineering and traffic survey. The completion of this survey allows the City to set speed limits on local streets that do not have speed limits set by the vehicle code (i.e. school zones, residential areas) and it allows the use of radar to enforce these speed limits. Factors considered and included in the survey are average vehicle speed, the 85<sup>th</sup> percentile, collision records, and existing conditions (i.e. school zone, residential area, business area, pedestrian traffic, road curvature). The engineering and traffic survey has been completed in accordance with Chapter 3 of the 2014 California Manual for Setting Speed Limits.

Attached are the following documents: (1) Lemoore Municipal Code Section 6-3-2: Speed Limits, (2) Ordinance number 2015-02, (3) letter from the city engineer indicating that the survey complies with the California Manual for Setting Speed Limits, (4) letter to the city engineer requesting a review of the survey, (5) engineering and traffic survey.

### **Budget Impact:**

None.

### **Recommendation:**

That the Lemoore City Council, by motion, waive the first reading of Ordinance 2015-02 which amends 6-3-2, and pass to a second reading.

## 6-3-2: SPEED LIMITS:

It is hereby determined that upon the basis of engineering and traffic investigation that the speed permitted by state law outside of business and residence districts as applicable on the following streets is greater than is reasonable or safe under the conditions found to exist upon such streets, and it is hereby declared that the prima facie speed limit shall be and is herein set forth on those streets or parts of streets herein designated when signs are erected giving notice thereof: (Ord. 9410, 9-20-1994)

### A. 25 MILES PER HOUR:

Lemoore Avenue from Bush Street to D Street.

Bush Street from College Avenue to Marsh Street.

Bush Street from Lemoore Avenue to Locust Street.

Cinnamon Drive from Venice Avenue to Lemoore Avenue.

### B. 30 MILES PER HOUR:

Vine Street from Highway 198 to Bush Street.

Lemoore Avenue from Highway 198 to Bush Street.

West D Street from Hill Street to Olive Street.

West Bush Street from Byron Street to Fox Street.

Bush Street from Fox Street to Lemoore Avenue.

### C. 35 MILES PER HOUR:

West Bush Street from 19th Avenue to 19<sup>1</sup>/<sub>2</sub> Avenue.

West Bush Street from 19th Avenue to Byron Street.

East D Street, 200 block east to <sup>1</sup>/<sub>10</sub> mile east of Smith Street.

West D Street from Olive Street to 19th Avenue.

West Hanford-Armona Road from Lemoore Avenue to Fox Street.

Lemoore Avenue from G Street to Hanford-Armona Road.

19th Avenue from Highway 198 to Cedar Lane.

Cinnamon Drive from Lemoore Avenue to Fox Street.

Iona Avenue from 18th Avenue to Vine Street.

Iona Avenue from Vine Street to 19th Avenue.

Cinnamon Drive from Carla Drive to Hanford-Armona Road.

19<sup>1/2</sup> Avenue from Bush Street to Cinnamon Drive.

19<sup>1/2</sup> Avenue from Sonoma Avenue to Bush Street.

Silverado Drive from 19th Avenue to Sonoma Avenue.

East Hanford-Armona Road from 100 yards east of Opal Avenue extended to Lemoore Avenue.

Lemoore Avenue from Hanford-Armona Road to Faun Lane.

Lemoore Avenue from Faun Lane to Glendale Avenue.

West D Street from 19th Avenue to West Bush Street.

Cinnamon Drive from Fox Street to 19th Avenue.

19th Avenue from Cedar Lane to Bush Street.

19th Avenue from West Bush Street to Cinnamon Drive.

Fox Street from Cinnamon Drive to Hanford-Armona Road.

Liberty Drive from Cinnamon Drive to Hanford-Armona Road.

Hanford-Armona Road from Fox Street to Liberty Drive.

Hanford-Armona Road from Liberty Drive to 19th Avenue.

West Cinnamon Drive from 19th Avenue to 19<sup>1/2</sup> Avenue.

19th Avenue from Cinnamon Drive to Hanford-Armona Road.

D. 40 MILES PER HOUR:

Bellehaven Drive from Bush Street to Royal Lane.

East D Street <sup>1</sup>/<sub>10</sub> mile east of Smith Street to the east city limits.

East Hanford-Armona Road 100 yards east of Opal Avenue extended to the east city limits.

Bush Street from Bellehaven Drive to College Drive.

Bellehaven Drive from Bush Street to the north city limits.

E. 45 MILES PER HOUR:

Lemoore Avenue from Iona Avenue to Highway 198.

Hanford-Armona Road from 19th Avenue to Highway 41.

F. 50 MILES PER HOUR:

18th Avenue from Iona Avenue to the south city limits.

(Ord. 2008-04, 5-6-2008)

**ORDINANCE NO. 2015-02**

**AN ORDINANCE OF THE CITY COUNCIL OF THE CITY OF LEMOORE  
AMENDING SECTION 6-3-2 OF THE LEMOORE MUNICIPAL CODE  
PERTAINING TO SPEED ZONE CHANGES**

The City Council of the City of Lemoore does hereby ordain as follows:

**SECTION 1:** Section 6-3-2A of the Lemoore Municipal Code is hereby amended to read as follows:

A. **25 MILES PER HOUR:**

- Lemoore Avenue from Bush Street to D Street.
- Bush Street from College Avenue to Marsh Street
- Bush Street from Lemoore Avenue to Locust Street.

**SECTION 2:** Section 6-3-2B of the Lemoore Municipal Code is hereby amended to read as follows:

B. **30 MILES PER HOUR:**

- Vine Street from Highway 198 to Bush Street.
- Lemoore Avenue from Highway 198 to Bush Street.
- West D Street from Hill Street to Olive Street.
- West Bush Street from Byron Street to Fox Street.
- Bush Street from Fox Street to Lemoore Avenue.

**SECTION 3:** Section 6-3-2C of the Lemoore Municipal Code is hereby amended to read as follows:

C. **35 MILES PER HOUR:**

- West Bush Street from 19<sup>th</sup> Avenue to 19 ½ Avenue.
- West Bush Street from 19<sup>th</sup> Avenue to Byron Street.
- East D Street, 200 block East to 1/10 mile East of Smith Street.
- West D Street from Olive Street to 19<sup>th</sup> Avenue.
- West Hanford-Armona Road from Lemoore Avenue to Fox Street.
- Lemoore Avenue from G Street to Hanford-Armona Road.
- 19<sup>th</sup> Avenue from Highway 198 to Cedar Lane.
- Cinnamon Drive from Lemoore Avenue to Fox Street.
- Iona Avenue from 18<sup>th</sup> Avenue to Vine Street.
- Iona Avenue from Vine Street to 19<sup>th</sup> Avenue.
- Cinnamon Drive from Carla Drive to Hanford-Armona Road.
- Cinnamon Drive from 300 feet west of Venice Avenue to Lemoore Avenue.

- 19 ½ Avenue from Bush Street to Cinnamon Drive.
- 19 ½ Avenue from Sonoma Avenue to Bush Street.
- Silverado Drive from 19<sup>th</sup> Avenue to Sonoma Avenue.
- East Hanford-Armona Road from 100 yards East of Opal Avenue extended to Lemoore Avenue.
- Lemoore Avenue from Hanford-Armona Road to Faun Lane.
- Lemoore Avenue from Faun Lane to Glendale Avenue.
- West D Street from 19<sup>th</sup> Avenue to West Bush Street.
- Cinnamon Drive from Fox Street to 19<sup>th</sup> Avenue.
- 19<sup>th</sup> Avenue from Cedar Lane to Bush Street.
- 19<sup>th</sup> Avenue from West Bush Street to Cinnamon Drive.
- Fox Street from Cinnamon Drive to Hanford-Armona Road.
- Liberty Drive from Cinnamon Drive to Hanford-Armona Road.
- Hanford-Armona Road from Fox Street to Liberty Drive.
- Hanford-Armona Road from Liberty Drive to 19<sup>th</sup> Avenue.
- West Cinnamon Drive from 19<sup>th</sup> Avenue to 19 ½ Avenue.
- 19<sup>th</sup> Avenue from Cinnamon Drive to Hanford-Armona Road.
- Bush Street from Locust Street to East D Street

**SECTION 4:** Section 6-3-2D of the Lemoore Municipal Code is hereby amended to read as follows:

D. 40 MILES PER HOUR:

- Bellehaven Drive from Bush Street to Royal Lane.
- East D Street 1/10 mile East of Smith Street to East City Limits.
- East Hanford-Armona Road 100 yards East of Opal Avenue extended to the East City Limits.
- Bush Street from Bellehaven Drive to College Drive.
- Bellehaven Drive from Bush Street to North City Limits.

**SECTION 5:** Section 6-3-2E of the Lemoore Municipal Code is hereby amended to read as follows:

E. 45 MILES PER HOUR:

- Lemoore Avenue from Iona Avenue to Highway 198.
- Hanford-Armona Road from 19<sup>th</sup> Avenue to Highway 41.

**SECTION 6:** Section 6-3-2F of the Lemoore Municipal Code is hereby amended to read as follows:

F. 50 MILES PER HOUR:

- 18<sup>th</sup> Avenue from Iona Avenue to South City Limits.

\* \* \* \*

The foregoing Ordinance was introduced at a Regular Meeting of the City Council of the City of Lemoore held on the 3<sup>rd</sup> day of March 2015 and was passed and adopted at a Regular Meeting of the City Council held on the 17<sup>th</sup> day of March 2015 by the following vote:

AYES:  
NOES:  
ABSTAIN:  
ABSENT:

ATTEST:

APPROVED:

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Mary J. Venegas, City Clerk

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Lois Wynne, Mayor



# Quad Knopf

February 25, 2015

Commander Rossi  
Lemoore Police Department  
657 Fox Street  
Lemoore, CA 93245

Subject: **Speed surveys, February 24, 2015 transmittal**

Dear Commander Rossi:

Thank you for providing to us for review the subject surveys and the accompanying speed limit recommendations.

We find the surveys to reflect compliance with the State of California Transportation Traffic Manual, and the accompanying speed limit recommendations to accord with survey results and other site-specific data and conditions.

Sincerely,

Joel R. Joyner, P.E., PLS  
City Engineer



L150002.01/01  
JRJ/wbe



657 Fox Street • Lemoore, California 93245 • (559) 924-9574 • FAX (559) 924-3116  
Police Department

February 24, 2015

Mr. Harry Tow  
Quad-Knopf  
5110 W. Cypress  
Visalia, CA 93278

Dear Mr. Tow

Per the California Vehicle Code, every five years the City must complete an engineering and traffic survey on any street(s) where the City wishes to use radar to enforce speed limits. The speed limits on those streets must be set based on the results of the engineering and traffic survey. Chapter 3 of the 2014 California Manual for Setting Speed Limits provides guidelines for correctly completing the engineering and traffic survey.

I am forwarding our 15 page survey to you. The survey was completed at my direction and was completed in accordance with Chapter 3 of the 2014 California Manual for Setting Speed Limits. The survey includes the speed limits we are recommending based on a number of factors, including average vehicle speed, the 85<sup>th</sup> percentile, collision records, and existing conditions (i.e. school zone, residential area, business area, pedestrian traffic, road curvature).

Please review the engineering and traffic survey at your earliest convenience. If you find that our survey complies with the state laws then the City will need written documentation from you that indicates such compliance.

Respectfully,

Steve Rossi  
Commander

<u>Location</u>	<u>Posted</u>	<u>High</u>	<u>Average</u>	<u>85th Percent</u>
Lemoore Avenue - Highway 198 to Bush Street	30	46	33	36

Justification:

1. High School.
2. Residential area.
3. Heavy pedestrian traffic.
4. Children crossing Lemoore Avenue when going to and from school.

Recommendation: Total number of vehicles in survey 200

Retain posted speed limit of 30 MPH.

<u>Location</u>	<u>Posted</u>	<u>High</u>	<u>Average</u>	<u>85th Percent</u>
Lemoore Avenue - "G" Street to Hanford-Armona Road	35	49	35	39

Justification:

1. Private school.
2. Heavy pedestrian traffic.
3. Children cross Lemoore Avenue when going to and from school.
4. Commercial business area.

Recommendation: Total number of vehicles in survey 200

Retain posted speed limit of 35 MPH.

<u>Location</u>	<u>Posted</u>	<u>High</u>	<u>Average</u>	<u>85th Percent</u>
Lemoore Avenue - Hanford-Armona Road to Faun Lane	35	55	37	41

Justification:

1. Residential and commercial business area.
2. Children cross Lemoore Avenue when walking to and from school.
3. Heavy pedestrian traffic.

Recommendation: Total number of vehicles in survey 200

Retain posted speed limit of 35 MPH.

<u>Location</u>	<u>Posted</u>	<u>High</u>	<u>Average</u>	<u>85th Percent</u>
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Lemoore Avenue - Faun Lane to Glendale	35	52	37	42
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Justification:

1. Residential area.
2. Children cross Lemoore Avenue when walking to and from school.
3. Heavy pedestrian traffic.

Recommendation: Total number of vehicles in survey 200

Retain posted speed limit of 35 MPH.

<u>Location</u>	<u>Posted</u>	<u>High</u>	<u>Average</u>	<u>85th Percent</u>
Lemoore Avenue - Hwy 198 to Iona	45	55	47	52

Justification:

1. Little League Field.
2. Senior citizen center.
3. Golf Course.

Recommendation: Total number of vehicles in survey 200

Retain posted speed limit of 45 MPH.

<u>Location</u>	<u>Posted</u>	<u>High</u>	<u>Average</u>	<u>85th Percent</u>
Lemoore Avenue- Bush Street to D Street	25	45	30	34

Justification:

1. Residential area.
2. Heavy pedestrian traffic.
3. Lemoore High and Elementary School Crossing.
4. Lemoore High School vehicle traffic.

Recommendation: Total number of vehicles in survey 200

Retain posted speed limit of 25 MPH.

<u>Location</u>	<u>Posted</u>	<u>High</u>	<u>Average</u>	<u>85th Percent</u>
West "D" Street - Hill Street				



Justification:

1. Residential and commercial business area.
2. Heavy pedestrian traffic.
3. Children cross “D” Street when walking to and from school.

Recommendation: Total number of vehicles in survey 200

Retain posted speed limit of 35 MPH.

<u>Location</u>	<u>Posted</u>	<u>High</u>	<u>Average</u>	<u>85th Percent</u>
East “D” Street - .1 mile east of Smith Street to East City Limits	40	55	42	46

Justification:

1. Residential and commercial business area.
2. Heavy pedestrian traffic.
3. Children cross “D” Street when walking to and from school.
4. Private elementary school.

Recommendation: Total number of vehicles in survey 200

Retain posted speed limit of 40 MPH.

<u>Location</u>	<u>Posted</u>	<u>High</u>	<u>Average</u>	<u>85th Percent</u>
Cinnamon Drive - North Lemoore Ave to Fox Street	35	55	36	39

Justification:

1. Residential and commercial business area.
2. Heavy pedestrian traffic.
3. Children cross Cinnamon Street when walking to and from school.

Recommendation: Total number of vehicles in survey 200

Retain posted speed limit of 35 MPH.

<u>Location</u>	<u>Posted</u>	<u>High</u>	<u>Average</u>	<u>85th Percent</u>
Cinnamon Drive - Fox Street to 19th Avenue	35	46	34	37

Justification:

1. Residential area.
2. Church with day care facility for small children.
3. Children cross Cinnamon Street when walking to and from school.

Recommendation: Total number of vehicles in survey 200

Retain posted speed limit of 35 MPH.

<u>Location</u>	<u>Posted</u>	<u>High</u>	<u>Average</u>	<u>85th Percent</u>
Cinnamon Drive – 300 feet West of Venice to Lemoore Avenue	35	48	34	39

Justification:

1. Residential and apartment complex.
2. Heavy pedestrian traffic.
3. Children cross Cinnamon Street when walking to and from school.

Recommendation: Total number of vehicles in survey 200

Retain posted speed limit of 35 MPH.

<u>Location</u>	<u>Posted</u>	<u>High</u>	<u>Average</u>	<u>85th Percent</u>
Cinnamon Drive - 19th Avenue to 19 ½ Ave.	35	53	37	42

Justification:

1. Residential area.
2. Heavy pedestrian traffic.
3. Children cross the Street when walking to and from school.

Recommendation: Total number of vehicles in survey 200

Retain posted speed limit of 35 MPH.

<u>Location</u>	<u>Posted</u>	<u>High</u>	<u>Average</u>	<u>85th Percent</u>
19th Avenue - Cedar Lane to Bush Street	35	55	35	44

Justification:

1. Elementary School.
2. Residential and commercial business area.
3. Heavy pedestrian traffic.
4. Children cross 19th Avenue when walking to and from school.

Recommendation: Total number of vehicles in survey 200

Retain posted speed limit of 35 MPH.

<u>Location</u>	<u>Posted</u>	<u>High</u>	<u>Average</u>	<u>85th Percent</u>
19th Avenue - Cedar Lane to Highway 198	35	48	33	36

Justification:

1. Elementary School.
2. Residential and apartment complex.
3. Heavy pedestrian traffic.
4. Children cross 19th Avenue when walking to and from school.
5. Park and B.M.X. track located at the corner of 19th Avenue and Highway 198.

Recommendation: Total number of vehicles in survey 200

Retain posted speed limit of 35 MPH.

<u>Location</u>	<u>Posted</u>	<u>High</u>	<u>Average</u>	<u>85th Percent</u>
19th Avenue - Cinnamon Drive to West Bush Street	35	50	32	41

Justification:

1. Residential area.
2. Junior College located on the corner of Cinnamon Drive and 19th.
3. Church with day care facility for small children.
4. Sports Complex which is located next to 19th Avenue.

Recommendation: Total number of vehicles in survey 200

Retain posted speed limit of 35 MPH.

<u>Location</u>	<u>Posted</u>	<u>High</u>	<u>Average</u>	<u>85th Percent</u>
19th Avenue - Cinnamon Drive to Hanford-Armona Road	35	55	38	44

Justification:

1. P.G.&E corporation yard, with heavy equipment going in and out of the yard.

2. Residential area.
3. Church with day care facility for small children.

Recommendation: Total number of vehicles in survey 200

Retain posted speed limit of 35 MPH.

<u>Location</u>	<u>Posted</u>	<u>High</u>	<u>Average</u>	<u>85th Percent</u>
Hanford-Armona Road - East City Limits to Opal	40	54	40	44

Justification:

1. Adjoining to a 35 MPH speed zone.
2. Apartment complexes, residential area.
3. Heavy pedestrian traffic.
4. A park is adjacent to Hanford-Armona Road.
5. Children cross Hanford-Armona Road when going to and from school.

Recommendation: Total number of vehicles in survey 200

Retain posted speed limit of 40 MPH.

<u>Location</u>	<u>Posted</u>	<u>High</u>	<u>Average</u>	<u>85th Percent</u>
Hanford-Armona Road – Opal to North Lemoore Ave	35	55	37	40

Justification:

1. Heavy pedestrian traffic.
2. Apartment complexes, residential and business area.
3. West bound traffic approaches a controlled intersection.
4. Children cross Hanford-Armona Road when going to and from school.
5. Pre-School located along Hanford-Armona Road.

Recommendation: Total number of vehicles in survey 200

Retain posted speed limit of 35 MPH.

<u>Location</u>	<u>Posted</u>	<u>High</u>	<u>Average</u>	<u>85th Percent</u>
Hanford-Armona Road - Fox to Lemoore Avenue	35	50	37	41

Justification:

1. Residential and commercial business area.
2. Heavy pedestrian traffic.

3. Children cross Hanford-Armona Road when going to and from school.

Recommendation: Total number of vehicles in survey 200

Retain posted speed limit of 35 MPH.

<u>Location</u>	<u>Posted</u>	<u>High</u>	<u>Average</u>	<u>85th Percent</u>
Hanford-Armona Road - Fox to Liberty	35	55	40	45

Justification:

1. Residential and commercial business area.
2. Heavy pedestrian traffic.
3. Children cross Hanford-Armona Road when going to and from school.

Recommendation: Total number of vehicles in survey 200

Retain posted speed limit of 35 MPH.

<u>Location</u>	<u>Posted</u>	<u>High</u>	<u>Average</u>	<u>85th Percent</u>
Hanford-Armona Road - 19th to Highway 41	45	62	44	49

Justification:

1. Residential area.
2. Children cross Hanford-Armona Road when going to and from school.

Recommendation: Total number of vehicles in survey 200

Retain posted speed limit of 45 MPH.

<u>Location</u>	<u>Posted</u>	<u>High</u>	<u>Average</u>	<u>85th Percent</u>
Bush Street – Lemoore Avenue to Locust Street	25	46	31	38

Justification:

1. Residential and commercial area.
2. Heavy pedestrian traffic.
3. Children cross Bush Street when going to and from school.

4. Church with day care center.

Recommendation: Total number of vehicles in survey 200

Retain posted speed limit of 25 MPH.

<u>Location</u>	<u>Posted</u>	<u>High</u>	<u>Average</u>	<u>85th Percent</u>
Bush Street - Byron Street to Fox Street	30	49	35	39

Justification:

1. Elementary School.
2. Residential area.
3. Heavy pedestrian traffic.
4. Children cross Bush Street when going to and from school.

Recommendation: Total number of vehicles in survey 200

Retain posted speed limit of 30 MPH.

<u>Location</u>	<u>Posted</u>	<u>High</u>	<u>Average</u>	<u>85th Percent</u>
Bush Street - Byron Street to 19th Street	35	55	37	40

Justification:

1. Elementary School.
2. Residential area.
3. Heavy pedestrian traffic.
4. Children cross Bush Street when going to and from school.

Recommendation: Total number of vehicles in survey 200

Retain posted speed limit of 35 MPH.

<u>Location</u>	<u>Posted</u>	<u>High</u>	<u>Average</u>	<u>85th Percent</u>
Bush Street - 19th Avenue to 19 ½ Avenue	35	49	38	43

Justification:

1. Residential and commercial business area.
2. Heavy pedestrian traffic.
3. Children cross Bush Street when going to and from school.

Recommendation:

Total number of vehicles in survey 200

Retain posted speed limit of 35 MPH.

<u>Location</u>	<u>Posted</u>	<u>High</u>	<u>Average</u>	<u>85th Percent</u>
Bush Street - Locust to "D" Street	35	46	34	38

Justification:

1. Residential area.
2. Heavy pedestrian traffic.
3. Children cross Bush Street when going to and from school.
4. High school is located next to Bush Street.

Recommendation:

Total number of vehicles in survey 200

Retain posted speed limit of 35 MPH.

<u>Location</u>	<u>Posted</u>	<u>High</u>	<u>Average</u>	<u>85th Percent</u>
Bush Street - Fox Street to Lemoore Avenue	30	46	31	36

Justification:

1. Residential area.
2. Heavy pedestrian traffic.
3. Children cross Bush Street when going to and from school.
4. Lemoore Elementary School located next to Bush Street.

Recommendation:

Total number of vehicles in survey 200

Retain posted speed limit of 30 MPH.

<u>Location</u>	<u>Posted</u>	<u>High</u>	<u>Average</u>	<u>85th Percent</u>
Vine Street - Bush Street to Highway 198	30	45	31	35

Justification:

1. Residential area.
2. Heavy pedestrian traffic.
3. Children cross Vine Street when going to and from school.
4. Elementary School is next to Vine Street.

Recommendation:

Total number of vehicles in survey 200

Retain posted speed limit of 30 MPH.

<u>Location</u>	<u>Posted</u>	<u>High</u>	<u>Average</u>	<u>85th Percent</u>
Iona - 18th Avenue to Vine	35	55	39	44

Justification:

1. Commercial business area.
2. Golf Course.
3. Senior Center.
4. Little League Field.

Recommendation:

Total number of vehicles in survey 200

Retain posted speed limit of 35 MPH.

<u>Location</u>	<u>Posted</u>	<u>High</u>	<u>Average</u>	<u>85th Percent</u>
Fox Street - Cinnamon Drive to Hanford-Armona Road	35	44	33	36

Justification:

1. Residential and commercial business area.
2. Heavy pedestrian traffic.
3. Children cross Fox Street when going to and from school.

Recommendation:

Total number of vehicles in survey 200

Retain posted speed limit of 35 MPH.

<u>Location</u>	<u>Posted</u>	<u>High</u>	<u>Average</u>	<u>85th Percent</u>
Liberty Drive - Cinnamon Drive to Hanford-Armona Road	35	48	31	39

Justification:

1. Residential area.
2. Heavy pedestrian traffic.
3. Children cross Liberty Drive when going to and from school.
4. School is next to Liberty Drive.

Recommendation:

Total number of vehicles in survey 200

Retain posted speed limit of 35 MPH.

<u>Location</u>	<u>Posted</u>	<u>High</u>	<u>Average</u>	<u>85th Percent</u>
Iona – Vine to 19th	35	54	39	44

Justification:

1. Commercial area.

Recommendation: Total number of vehicles in survey 200

Retain posted speed limit of 35 MPH.

<u>Location</u>	<u>Posted</u>	<u>High</u>	<u>Average</u>	<u>85th Percent</u>
Cinnamon - Carla to Hanford-Armona Road	35	44	28	34

Justification:

1. Residential area.
2. Heavy pedestrian traffic.
3. Children cross road when going to and from school.

Recommendation: Total number of vehicles in survey 200

Retain posted speed limit of 35 MPH.

<u>Location</u>	<u>Posted</u>	<u>High</u>	<u>Average</u>	<u>85th Percent</u>
Bush - Bellehaven to College	40	57	37	44

Justification:

1. Commercial area.
2. Heavy college traffic.

Recommendation: Total number of vehicles in survey 200

Retain posted speed limit of 40 MPH.

<u>Location</u>	<u>Posted</u>	<u>High</u>	<u>Average</u>	<u>85th Percent</u>
19 1/2 - Bush to Cinnamon	35	57	34	40

Justification:

1. Commercial area.
2. Residential area.

Recommendation: Total number of vehicles in survey 200

Retain posted speed limit of 35 MPH.

<u>Location</u>	<u>Posted</u>	<u>High</u>	<u>Average</u>	<u>85th Percent</u>
Bellehaven - Bush to North City Limits	40	55	33	40

Justification:

1. Commercial area.

Recommendation: Total number of vehicles in survey 200

Retain posted speed limit of 40 MPH

<u>Location</u>	<u>Posted</u>	<u>High</u>	<u>Average</u>	<u>85th Percent</u>
Bush - College to Marsh	25	44	28	31

Justification:

1. Heavy college traffic.
2. Heavy pedestrian traffic.

Recommendation: Total number of vehicles in survey 200

Retain posted speed limit of 25 MPH.

<u>Location</u>	<u>Posted</u>	<u>High</u>	<u>Average</u>	<u>85th Percent</u>
19 1/2 - Sonoma to Bush	35	68	39	46

Justification:

1. Residential Area.
2. Pedestrian traffic.

Recommendation: Total number of vehicles in survey 200

Retain posted speed limit of 35 MPH.

<u>Location</u>	<u>Posted</u>	<u>High</u>	<u>Average</u>	<u>85th Percent</u>
Silverado – 19th to Sonoma	35	53	27	33

Justification:

1. Residential area.
2. Pedestrian traffic.

Recommendation: Total number of vehicles in survey 200

Retain posted speed limit of 35 MPH.

<u>Location</u>	<u>Posted</u>	<u>High</u>	<u>Average</u>	<u>85th Percent</u>
18th - Iona to South City Limits	50	55	48	55

Justification:

1. Residential area.
2. Pedestrian traffic from Golf Course.

Recommendation: Total number of vehicles in survey 200

Retain posted speed limit of 50 MPH.

<u>Location</u>	<u>Posted</u>	<u>High</u>	<u>Average</u>	<u>85th Percent</u>
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Hanford Armona Road - Liberty to 19th	35	55	44	49
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Justification:

1. Residential area.
2. Pedestrian traffic to and from school
3. Children cross road when going to and from school.

Recommendation: Total number of vehicles in survey 200

Retain posted speed limit of 35 MPH.

<u>Location</u>	<u>Posted</u>	<u>High</u>	<u>Average</u>	<u>85th Percent</u>
Bellehaven - Bush to Royal	40	65	40	48

Justification:

1. Curves in roadway.
2. Rural to Residential.

Recommendation: Total number of vehicles in survey 25

Retain posted speed limit of 40 MPH.

**Mayor**  
Lois Wynne  
**Mayor Pro Tem**  
Jeff Chedester  
**Council Members**  
Ray Madrigal  
Eddie Neal  
William Siegel



**Police  
Department**

657 Fox Street  
Lemoore, CA 93245  
Phone (559) 924-9574  
FAX (559) 924-3116

## Staff Report

ITEM NO. 4-3

**To:** Lemoore City Council  
**From:** Darrell Smith, Chief of Police   
**Date:** February 25, 2015 **Meeting Date:** March 3, 2015  
**Subject:** Budget Adjustment – Asset Replacement for Lemoore Police  
Department Patrol Unit #85

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### Discussion:

On Friday February 20, 2015 a Lemoore police officer was driving unit 85 when he was rear-ended while stopped at a red light. Fortunately the officer is okay, but the patrol car sustained major damage. Unit 85 is a 2006 Ford Crown Victoria with about 84,000 miles on it. Based on estimates of repair from David Jones from Jones Collision Center, along with consideration from the City of Lemoore Fleet Department, unit 85 was determined to be a total loss.

A new patrol car and all necessary equipment will cost approximately \$46,500.00. McPeek's Dodge of Anaheim currently has one 2014 Dodge Charger in stock. This purchase can be made from the Vehicle Asset Replacement account. According to the Finance Department, the current balance in this account is about \$952,000.00.

City staff has determined the other driver did not have insurance. However, he has contacted city staff and has expressed a desire to make restitution. The City is also self-insured and we would be able to utilize our policy. City staff will work with the two parties to determine the amount that will be reimbursed for this vehicle loss.

### Budget Impact:

A budget adjustment to the general fund FY 14/15 (4221-4840AR) in the amount of \$46,500.00. Any reimbursement(s) would be deposited back into the Vehicle Asset Replacement account.

### Recommendation:

That the City Council, by motion, authorize the purchase of one new 2014 Dodge Charger police vehicle and all necessary equipment to replace unit 85.



# Estimate

160 North Broadway  
Fresno, CA 93701-1592

Customer No.: LEMOOREPD  
Quote No.: 4559

Phone: (559) 233-8818 (559) 268-8506

Quote To: **City of Lemoore Police Dept**  
657 Fox Street  
Lemoore, CA 93245-0000

Ship To: **City of Lemoore Police Dept**  
657 Fox Street  
Lemoore, CA 93245-0000

Phone: (559) 924-9574  
Fax: (559) 924-3116

Date	Ship Via	F.O.B.	Terms	
04/23/14	Up-Fit Shop	Origin	Net 30	
Purchase Order Number		Sales Person		Required
		Derek Marchini		04/23/14
Quantity			Unit Price	Amount
Required	Shipped	B.O.		

**2013+ Dodge Charger Patrol Build**				
Quantity	Item Number	Description	Unit Price	Amount
1	VALOR/SSP/PK	Federal Signal Valor Light-Bar, Multi-Color LED, 44" Platinum SS Package	2900.00	2900.00
2	416410-W	Federal Signal Corner LED White w/Inline Flasher, Gasket & Surface Mount.	98.00	196.00
2	416410-R	Fed Signal Single Corner LED Red w/Inline Flasher, Gasket & Surface Mount Bezel	98.00	196.00
1	329001-3	Fed Sig Viper LED Deck Light (Blue)	148.00	148.00
1	329001-4	Fed Sig Viper LED Deck Light (Red)	148.00	148.00
1	MPS300-R	Fed Sig Micro-Pulse LED (Red) w/LP bracket	98.00	98.00
1	MPS300-B	Fed Sig Micro-Pulse LED (Blue) w/LP bracket	98.00	98.00
2	MPS600-RB	Fed Sig Micro-Pulse LED Lightheads (red/blue) w/45 deg brackets	139.00	278.00
1	MBDC11RB	Whelen Mirror-Beam ION Super LED Series (one Red - one Blue)	235.00	235.00
1	CC-B-CHB14	Troy 14" Console fits 'Dodge Charger Includes faceplates	265.00	265.00
1	AC-INBHG	Troy 4" Dual Beverage	39.00	39.00

Thank You



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160 North Broadway  
Fresno, CA 93701-1592

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Phone: (559) 924-9574  
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Date	Ship Via	F.O.B.	Terms			
04/23/14	Up-Fit Shop	Origin	Net 30			
Purchase Order Number		Sales Person		Required		
		Derek Marchini		04/23/14		
Quantity			Item Number	Description	Unit Price	Amount
Required	Shipped	B.O.				
Holder						
1			AC-ARMMNT-FX	Arm Rest	95.00	95.00
1			14.0553	Sho-Me 12v outlet (3 Plug)	25.00	25.00
1			BK0532CGR11	Setina PB400 Push Bumper for Dodge Charger	226.00	226.00
1			PK0315CGR11S	Setina 10S-RP Partition fits Dodge Charger	555.00	555.00
1			ST0380CGR11	Setina Lower Extension Panel for Recess Panel Partition fits Dodge Charger	56.00	56.00
1			GK10271USVSS	Setina Single Weapon Rack for Recess Panel Partitions. Holds AR15	235.00	235.00
1			WK0594CGR11	Setina Lexan Window Armor Fits Dodge Charger	195.00	195.00
1			932-0014A	Left Side Rear Equipment Tray/Storage Metal with light	150.00	150.00
1			932-0014B	Right Side Rear Equipment Tray/Storage Metal with light	150.00	150.00
1			CARCG121220	Aedec Rear Seat w/ Center Belt Option. fits '12+ Dodge Charger	425.00	425.00
1			5029	12 Circuit Water Resistant Fuse Block w/Cover & bracket	39.00	39.00
1			52-307	100amp Continuous Duty Solenoid.	26.00	26.00

Thank You



# Estimate

160 North Broadway  
Fresno, CA 93701-1592

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Phone: (559) 924-9574  
Fax: (559) 924-3116

Date	Ship Via	F.O.B.	Terms
04/23/14	Up-Fit Shop	Origin	Net 30

Purchase Order Number	Sales Person	Required
	Derek Marchini	04/23/14

Quantity			Item Number	Description	Unit Price	Amount
Required	Shipped	B.O.				

1			CGX	Charge Guard	75.00	75.00
1			TK5820K2	Kenwood P25 UHF 45 Watt 512 CH Radio Package 3 Year Warranty	846.00	846.00
1			KRK10	Remote mount kit for TK7180/8180	105.00	105.00
1			ROOF-FT-NITI	Stico Flexi-Whip Antenna 136mhz-1ghz. Includes coax.	65.00	65.00
1			RFU505ST	PL259 For RG58	5.00	5.00
2			5080	Relay	12.00	24.00
1			CHGRPKNMOD	Park Neutral Module for Dodge Charger	45.00	45.00
1			LAISREG	Shop Installation Patrol Car Up-Fit 2013+ Dodge Charger	1800.00	1800.00

Quote subtotal	9743.00
Sales tax @ 8.225%	653.31
<b>Quote total</b>	<b>10396.31</b>

We appreciate your continued patronage

Thank You

QUOTE  
CITY OF LEMOORE  
2014 DODGE CHARGER POLICE CAR  
BLACK / WHITE PATROL  
BASED OFF CITY OF VISALIA CONTRACT  
RFB-12-13-68 / P.O# 00410  
**REPLACEMENT UNITS**

INCLUDES OPTIONS

29A DODGE CHARGER POLICE PKG

5.7 LITER V-8

HD CLOTH BUCKET SEATS W/CLOTH REAR

8 KEYS

BLACK LEFT SPOT LIGHT (LNF)

MATCHING RIGHT SPOT LIGHT (LNA)

LED SPOT LAMPS

BLACK VINYL FLOOR COVERING (CKJ)

DEACTIVATE REAR DOORS/WINDOWS (CW6)

KEY ALIKE (FREQ 1)

POWER SEAT 6 WAY

POWER HEATED MIRRORS FOLD AWAY

BLUETOOTH

CAR TO BLACK AND WHITE

SELLING PRICE 27,415.00

OPTIONS NEEDED AND NOT NEEDED

DELETE CONVENIENCE GROUP 1 -480.00

(PWR/PASS SEAT- PWR/PEDELS)

DELETE BLK / WHT PAINT -750.00

**(CAR TO BE ALL WHITE)**

DELETE BLUETOOTH -441.00

**SEE PAGE 2**

SUB TOTAL	25,744.00
SALES TAX 7.5%	1,930.80
CA TIRE TAX	8.75
DELIVER TO LEMOORE	N/C
<b>TOTAL FOR EACH CAR</b>	<b>27,683.55</b>

**1 UNITS = 27,683.55**

**NOTES;**

- 1 NEW WARRANTY FOR THE 2014 MODELS ARE  
3YR/36,000 ON THE CAR  
5YR/100,000 ON THE POWER TRAIN**
- 2 IF BALLISTIC DOORS ARE NEEDED PLEASE  
ADD 2,790.00 PLUS TAX TO QUOTE**
- 3 DELIVERY TIME IS 30-45 DAYS ARO**
- 4 5 YR / 100,000 MILE MAX CARE  
SERVICE CONTRACT PLEASE ADD 2,525.00**

McPeek's Dodge of Anaheim  
 1221 AUTO CENTER DR  
 ANAHEIM, CA 9280  
 714-254-2613 OFC  
 714-254-2614 FAX  
 714-264-1867 CELL  
[KEVINB@MCPEEKDODGE.COM](mailto:KEVINB@MCPEEKDODGE.COM)

Plain Insane Graphics

559-924-6000

# Estimate

234 C Street  
Lemoore, CA 93245

Fax # 559-924-6021

Date	Estimate #
4/17/2014	2039

Name / Address
Lemoore Police Dept. Ray Greenley 657 Fox St. Lemoore, CA 93245

Project

Description	Qty	Rate	Total
new logo with flag	1	500.00	500.00T
install all decals	1	200.00	200.00

		<b>Subtotal</b>	\$700.00
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E-mail
contact@pigdesigns.com

<b>Sales Tax (7.5%)</b>	\$37.50
<b>Total</b>	\$737.50

**Mayor**  
Lois Wynne  
**Mayor Pro Tem**  
Jeff Chedester  
**Council Members**  
Ray Madrigal  
Eddie Neal  
William Siegel



**Parks and Recreation  
Department**  
721 W. Cinnamon Dr.  
Lemoore, CA 93245  
Phone (559) 924-6767  
Fax (559) 924-6772

## Staff Report

ITEM 4-4

**To:** Lemoore City Council

**From:** Joe Simonson, Parks and Recreation Director

**Date:** February 20, 2015 **Meeting Date:** March 3, 2015

**Subject:** Joint Use Agreement with the Lemoore Police Athletic League

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### Discussion:

During the February 10, 2015 Parks and Recreation meeting, Chief Darrell Smith presented information to the Commissioners on the development of a Lemoore Police Athletic League (PAL) and the possibility of using a 1934 square foot multipurpose room in the Recreation Center to house the program. After many questions from the Commissioners concerning hours of operation, space and growth, the attached Joint Use Agreement was developed. Police Chief Smith has reviewed and is in agreement with the proposed document.

The Parks and Recreation Commission unanimously endorses the creation of a Lemoore Police Athletic League to occupy a multipurpose room currently being leased by Crossfit. To accommodate Lemoore PAL, a new multipurpose room will need to be constructed.

### Budget Impact:

\$63,558 in construction cost would come from the Facilities Infrastructure Fund, Fund 75, which currently has a balance of \$438,940.

### Recommendation:

That the City Council, by motion, approve funding of \$63,558 from the Facilities Infrastructure Fund, Fund 75, to construct a new multipurpose room at the Recreation Center and authorize the City Manager to execute of the Joint Use Agreement between the City of Lemoore and the Lemoore Police Athletic League.

**JOINT USE AGREEMENT BETWEEN  
THE CITY OF LEMOORE  
AND THE  
LEMOORE POLICE ATHLETIC LEAGUE**

**THIS AGREEMENT** is made as of the Executed Date set forth below by and between the CITY OF LEMOORE (hereinafter “City”), and LEMOORE POLICE ATHLETIC LEAGUE, a 501c3 nonprofit (hereinafter “PAL”), for joint use of a multipurpose room inside the Lemoore Recreation Center located at 721 W. Cinnamon Drive.

**WITNESSETH**

**WHEREAS**, PAL will be located at the Lemoore Recreation Center and use a 1934 square foot room located in the southwest corner, and

**WHEREAS**, the purpose of this Joint Use Agreement is to set forth the specific terms as to the use of the space designated for PAL in the Recreation Center; and

**NOW, THEREFORE, IT IS HERBEY AGREED** by and between the City and PAL in consideration and all representatives for both parties, as follows:

**ARTICLE I**

Designated Area

Section 1.01. Location. Subject to the terms and conditions hereinafter set forth, City hereby rents to PAL and PAL rents from City a 1934 square foot conditioned multipurpose room located in the southwest corner of the Recreation Center, (hereinafter called “multipurpose room”).

**ARTICLE II**

**OCCUPANCY, TERM AND RENT**

Section 2.01 Occupancy. PAL will begin to occupy the multipurpose room when the current occupant is relocated.

Section 2.02. Term. The term of this rental agreement shall commence as of the day and year signed by both parties (hereinafter, the “Effective Date”), and shall end on the earlier of December 31, 2035 or the date this agreement is earlier terminated in accordance with the terms hereof or upon occurrence of the Event of Default by PAL under Article VI of this agreement.

Section 2.03 Rent. The rent shall be \$1.00 per year payable annually in advance on the date hereof and yearly thereafter.

**ARTICLE III**

**USE OF PREMISES, ADDITIONAL COVENANTS**

Section 3.01 Use of Premises. This agreement is designed to accommodate PAL, but shall not be limited to that sole usage. PAL shall use the multipurpose room for all PAL

sponsored activities. The City reserves the right for use of the room, when not being utilized by PAL, for City sponsored activities with the consent of the Chief of Police.

Section 3.02            Other Areas. Request for use of other areas outside of the multipurpose room (ex: basketball courts, indoor soccer field), but inside the Recreation Center, may be made to the Parks and Recreation Director. No use of areas outside of the multipurpose room can take place until approved by the Director and scheduled through the Recreation Department.

Section 3.03            Non Operational Hours. In the event that PAL will be using the multipurpose room during non operational hours, which include all day Saturday and Sunday, and before 7:00am and after 8:30pm Monday thru Friday, PAL will be responsible for the security of the building which includes, but is not limited to, turning off all lights, making sure everyone has left the premises and securing all doors leading in and out of the building. There are some major events that will restrict or prohibit access to the facility on some limited days of the year.

#### ARTICLE IV MAINTENANCE AND UPKEEP

Section 4.01            Utilities. The City will pay all utilities pertaining to the multipurpose room. PAL, in their part, agree to use every measure possible to conserve on utility costs (ex: lights and air conditioning). The City will pay for all maintenance on existing air conditioning and provide replacement bulbs for light fixtures. Utilities does not include internet access.

Section 4.02            Janitorial. The City will not provide any janitorial services pertaining to the multipurpose room (room would be cleaned by the City if room is utilized for a City sponsored event). No cleaning products or manpower will be provided.

Section 4.03            Damages. PAL will accept financial responsibility for any damage to the multipurpose room which occurs during PAL sponsored activities. PAL may use a subcontractor approved by the Parks and Recreation Director to repair damages or request repairs to be made by the City billable to PAL.

Section 4.04            Structural Modifications. No structural modifications may be made to the building without the permission of the City. If approved, all expenses would be incurred by PAL.

#### ARTICLE V SUPERVISION AND MISCONDUCT

Section 5.01            Supervision. All youth participating in the PAL program must have adult supervision at all times by authorized PAL personnel. A list of volunteers and paid PAL staff members shall be provided to the Recreation Department.

Section 5.02            Misconduct. In the event of misconduct that is deemed unsafe to ones self or other community members utilizing the Recreation Center, a PAL participant or staff member may be asked to leave the facility, as is the case for anyone using the facility. If there is

a second occurrence of the same severity, the decision to let the participant return will be made by the Parks and Recreation Commission.

ARTICLE VI  
EVENTS OF DEFAULT

Section 6.01. Events of Default Defined. The following shall be “Events of Default” under this agreement and the terms “Events of Default” and “Default” shall mean, whenever they are used in this agreement any one or more of the following:

- a. Failure by PAL to pay any rental payment or damage payment required at the time specified herein and the continuation of said failure for a period of thirty (30) business days after written notice given by City that the payment referred to in such notice has not been received.
- b. Loss of nonprofit (501c3) status by PAL.
- c. PAL finds a facility or multiuse room more suitable for their program during the term of this contract.

Section 6.02 PAL Program Capacity. In the event that PAL outgrows the maximum capacity for the multipurpose room of 38 people (calculated without equipment or furniture in the room by the Fire Marshall), PAL agrees to relocate to a new facility and return use of the multipurpose room to the Lemoore Recreation Center. (If such case arises, City will work with other entities in the community to help establish a new location for PAL)

IN WITNESS WHEREOF, the Parties have executed this JOINT USE AGREEMENT BETWEEN THE CITY OF LEMOORE and THE LEMOORE POLICE ATHLETIC LEAGUE to be executed on the day and year written below.

EXECUTED this \_\_\_\_\_ day of \_\_\_\_\_ 20\_\_\_\_\_.

CITY OF LEMOORE

LEMOORE POLICE ATHLETIC LEAGUE

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

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

ATTEST:

\_\_\_\_\_  
Mary J. Venegas, City Clerk

**Mayor**  
Lois Wynne  
**Mayor Pro Tem**  
Jeff Chedester  
**Council Members**  
Ray Madrigal  
Eddie Neal  
William Siegel



**Parks and Recreation  
Department**  
721 W. Cinnamon Dr.  
Lemoore, CA 93245  
Phone 559) 924-6767  
Fax (559) 924-6772

## Staff Report

ITEM 4-5

**To:** Lemoore City Council  
**From:** Joe Simonson, Parks and Recreation Director  
**Date:** February 27, 2015 **Meeting Date:** March 3, 2015  
**Subject:** Lemoore Municipal Golf Course Update

---

### Discussion

At the November 4, 2014 Council meeting, Rich Rhoads of Rhoads Golf LLC informed Council that his company would not be renewing his contract with the City, for Lemoore Municipal golf course management, effective November 30, 2014. Below is a brief synopsis of what has transpired since, and the current direction staff is moving. The report is in four categories: Pro-Shop, Food and Beverage, Maintenance and Budget.

### PRO-SHOP:

The City hired Tom Ringer as the PGA professional in the middle of November 2014. Rich Rhoads assisted with the changeover. Tom had previously worked for Rhoads Golf LLC as an assistant. This transition has been smooth from the City's standpoint and from the vast majority of the golfing public's opinion. Tom has adapted well, as only one employee from the previous management company has remained as pro-shop staff. Tom and his staff have cleaned, painted doors and reorganized/rearranged the pro-shop. The current employees are City of Lemoore part-time employees. All of the programs that operated previously continue today: Mr. Mercers Traveling Team, Junior Linksters and the Men's and Women's clubs.

Tom Ringer's short term goals are:

1. Increase advertising in the Visalia and Fresno areas to expand the number of visitors to our course.
2. Continue to advise the maintenance staff on ways to improve the course, in order to get visitors to return.
3. Continue to address areas of concern, such as the appearance of the driving range, the poor quality of the range balls, course marking and tree maintenance.
4. Establish a long term plan to address the uneven fairways.

### FOOD AND BEVERAGE:

The Food and Beverage operation was sublet to Maximillian Vernon, owner and operator of Gunny's sandwich shop, on November 22, 2014 and will continue until March 31, 2015 or until the final selection is made through the request for proposal

process. The city is currently searching for a long term tenant for food and beverage. A five year contract with the possibility of two five year extensions is being sought.

The stove has been replaced as the existing one was deemed dangerous by an inspector. Two ice makers were replaced with one which produces twice as much ice as the machines that were removed. A large menu sign was installed at the 9<sup>th</sup> tee box with a new phone number for the restaurant, to encourage golfers to call in their orders and have them ready at the turn; this is working and getting better as the golfers familiarize themselves with this process. The temporary concession contract was necessary as the city cannot be the responsible party for a liquor license. Short and long term goals will be discussed with the long term operator.

## **MAINTENANCE**

Three of the existing maintenance staff remain. Three of the previous staff did not qualify due to their immigration status and the Greens Keeper chose not to attempt to extend his contract. City maintenance staff was filling in until all positions were filled.

The maintenance of the golf course is where the principal concentration has been focused. The absence of reinvestment into essential assets is paramount and completely lacking in this area. The maintenance of both buildings and equipment has had a "bailing wire and duct-tape mentality" for many, many years. Nearly every piece of equipment had issues such as tires, bearings, batteries, transmissions, no lights on equipment driven before sunup and most of the seats were missing any type of cushion. Some pieces of equipment were left to seemingly rot for lack of attention. All but one piece is now functioning, and it will be on line when parts are located.

After evaluating invoices for a month, staff found a disturbing trend of both buying unneeded supplies (gasoline) and poor business practices in procuring needed supplies, such as sprinklers. Seventy percent of the equipment at the golf course runs on diesel fuel, yet for as far back as I could locate records, the golf course ordered the same amount of unleaded and diesel fuel, having one hundred gallons of each automatically delivered each week. After installing cameras and instituting a record keeping system, gasoline usage has dropped by more than eighty percent. Sprinklers were being purchased one at a time, frequently necessitating driving to Fresno using a tank of gas and half a day of a maintenance workers' time. City maintenance staff is now making most of the purchases and reviewing all of them.

The maintenance meeting room and repair area were in deplorable and unsanitary condition. The restroom ceiling was caved in and the facilities did not work. The roof leaked in multiple areas and there was no hot water for staff to wash their hands. The building where the mechanic works lacked lighting, needed tools and organization. The meeting room has since been remodeled by Ray Greenlee, Maintenance Superintendent, and his staff.

Many over grown trees and bushes have been trimmed. All of the fairways have been aerated. Work has been done cleaning up around the club house and the driving range.

The City recently hired Jed Noonkester as the new Greens keeper. Jed has been evaluating the golf course and has listed his priorities. They are as follows:

1. Repair the power seeder renovator and over seed bare spots. Insure sprinklers are installed to reach the bare areas.
2. Cut down all dead trees and begin pruning all others.
3. Trap gophers; remove mounds before mowing. (120 gophers have been trapped to date)

Long term goals: Level out fairways and tee boxes; Remove Bermuda from the greens.

### **BUDGET**

Finance Director Cheryl Silva believes there are far too many moving parts to provide Council an accurate accounting at this time. The Finance Department is down an accountant and staff has been inundated with the audit. Staff will be consumed with budget preparation for the current budget through June. There are three different types of accounting software that have been used. Inventory in the pro-shop had dwindled and new inventory has just begun to be invoiced. Major renovations in the maintenance area are still being done and supplies have been purchased in bulk that would not give a true “apples to apples” comparison. The financial staff has requested additional time for preparation to insure accuracy.

What we know is play was significantly down in December and January, as was revenue, play is up significantly in February, as are our revenues. Tom Ringer feels we have turned a corner with the local golf community to continue this trend.

A month by month comparison with an increased sample size could be completed by the second meeting in July. At that time, both requests for proposals should be completed and contracts signed for golf operations and food and beverage.

### **Budget Impact:**

Unknown at this time.

### **Recommendation:**

None. Informational only.



# Golf Course Update

February 2015

Call in your order at (559) 924-7702  
to have it ready at the turn.

### Breakfast

- Gunny's Breakfast Sandwich - Bacon, Eggs, Cheese on Gunny's Bread - \$5.00
- Breakfast Burrito (Friday-Sunday) - Sausage, Egg, Potato, Cheese, in a Tortilla - \$6.00
- Egg Breakfast - 2 Eggs, Hashbrowns, Toast - \$6.50 Add Bacon or Ham - \$1.00
- Ham & Egg Sandwich - Ham, 2 Eggs, Cheese on 2 Slices of Multi-grain Bread - \$6.00

### Traditional Lunch

- B.L.T. Sandwich - Bacon, Lettuce, Tomato, Mayo, w/Chips - \$6.50
- Club Sandwich - Ham, Turkey, Lettuce, Tomato, Mayo, w/Chips - \$8.99
- Ham & Cheese Sandwich - Ham, Cheese, w/Chips - \$5.00
- Grilled Cheese Sandwich - w/Chips - \$4.50 Add Fries - \$1.00
- Grilled Ham & Cheese Sandwich - w/Chips - \$5.50 Add Fries - \$1.00
- Hamburger - w/Chips - \$6.50 Add Fries - \$1.00
- Cheeseburger - w/Chips - \$7.50 Add Fries - \$1.00
- Chicken Strips and Fries - \$8.50 Hotdog - w/Chips - \$6.50
- Tuna Sandwich - w/Chips - \$6.50 Turkey Sandwich - w/Chips - \$6.50
- French Fries - \$3.25 Potato Salad - \$1.00 Quesadilla - \$3.50

### Snacks

- Chips/Cookies - \$1.00 Crackers - \$1.00 Snack Club - \$3.00 Candy - \$1.25
- Dirty Chips - \$1.50 Powerbar - \$2.00 Nature Valley Bar - \$1.00

### Beverages

- Pepsi • Mountain Dew • Dr. Pepper • Sierra Mist • Diet Pepsi • Iced Tea
- Root Beer • Lemonade 16oz - \$1.10 24oz - \$1.35 32oz - \$1.65
- Bottled Water - \$2.00 Coffee - \$1.25 Hot Chocolate - \$1.50
- Gatorade - \$1.65 Can Soda - \$1.50 Ocean Spray Juice - \$2.25

### Beers

- Ciamoto - \$3.25 Specialty Beers (Corona, Modelo, Smirnoff, Blue Moon) - \$3.75
- Domestic Beers (Budweiser, Bud Light, Bud Light Lime, Pabst Blue Ribbon, Michelob Ultra, Coors, Coors Light, Miller Light) - \$3.00 each / \$15.00 for 6 pack

Call in your order at (559) 924-7702  
to have it ready at the turn.

### Gunny's Style Lunch

Small - \$6.00 Medium - \$7.80

- P.F.C. Ham - Cheddar & Mozzarella Cheese, Ham, Lettuce, Tomato, Onion, Mustard
- Major's B.L.T. - Cheddar, Mozzarella, Parmesan Cheese, Bacon, Lettuce, Tomato
- Civilian Sliced Turkey - Cheddar & Mozzarella Cheese, Turkey, Lettuce, Tomato, Onion, Mayo
- The Officer's Turkey Club - Cheddar & Mozzarella Cheese, Turkey, Bacon, Lettuce, Tomato, Onion, Mayo
- The Chief's Club - Cheddar & Mozzarella Cheese, Turkey, Bacon, Ham, Lettuce, Tomato, Onion, Mayo
- The Navy Tuna Salad - Light Chunky Tuna with Chopped Celery, Mayo, Special Spice, Lettuce, Tomato, Onion

Gunny's on the Green  
Lunch Board  
at the 9<sup>th</sup> Hole



Old Stove



New Stove



Maintenance Shop



## Maintenance Shop



## Maintenance Shop



Rear Wall of  
Maintenance Shop



Rear of Maintenance Facility and Trimmed Oleanders on the Equipment Carport



Rear Wall of  
Maintenance Shop



North Wall of  
Maintenance Shop



West Wall of  
Maintenance Shop



South Wall of  
Maintenance Shop



Maintenance Shop  
Restroom



Refurbished  
Maintenance Shop  
Restroom

8  
TURF STAR  
(800)  
585-8001  
turfstar.com



Entry Interior of  
Maintenance Building



Insulation - Molded



Interior of  
Maintenance Building  
Looking to the back



Rear area of  
Maintenance Building



Refurbished Interior to  
Maintenance Building  
Looking to the Rear



Interior of  
Maintenance Building  
Looking to the front



Refurbished Interior  
Looking towards the  
front entry.



**Storage Container  
Relocated to Shop Area**



Shop Storage Container's  
New Location by  
Equipment Shop



## Lighting



Lighting



Lighting



Equipment Shop  
Interior



Reorganized  
Equipment Shop



Storage Shed  
Golf Course Records

**Mayor**  
Lois Wynne  
**Mayor Pro Tem**  
Jeff Chedester  
**Council Members**  
Ray Madrigal  
Eddie Neal  
William Siegel



**Office of the  
City Manager**

119 Fox Street  
Lemoore, CA 93245  
Phone (559) 924-6700  
Fax (559) 924-9003

**To:** Lemoore City Council  
**From:** Jeff Laws, City Manager   
**Date:** February 27, 2015 **Meeting Date:** March 3, 2015  
**Subject:** Activity Update

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### Reports

- CMC PG&E Solar Update January 17 – February 15, 2015
- Lemoore Senior Center Treasurers Report January 2015
- PD PG&E Solar Update January 16 – February 18, 2015
- Trip Report – Ambriz
- Trip Report – Cooper
- Trip Report – Smith (Armorer)
- Trip Report – Smith (Sig Sauer Armorer)



**PACIFIC GAS AND ELECTRIC COMPANY**  
**NET ENERGY METERING ELECTRIC STATEMENT**  
**THIS IS NOT A BILL**



Service Dates: January 15, 2015 to February 17, 2015

**True-up period from Jun 2014 to May 2015**

CITY OF LEMOORE  
 711 W CINNAMON DR  
 LEMOORE, CA. 93245

Rate Schedule: A 6 P/NEMEXPM  
 Account ID: [REDACTED]  
 Service ID: [REDACTED]

**BILLING SUMMARY:**

Current Non-Energy Charge	\$21.68
Current Energy Charges/Credits	\$3,776.29
Energy Commission Tax (ECT)	\$6.82
Total Current Month's Billed Amount	\$3,804.79

**SUMMARY CALCULATION OF CURRENT MONTH'S BILLED AMOUNT:**

<b>Current Energy Charges/Credits = (greater of Cumulative Energy Charges or 0) — Previous Billed Amounts</b>	
Cumulative Applicable Energy Charges (including ECT)	\$40,980.65
Previous Billed Amounts	37,197.54
Current Energy Charges/Credits (including ECT)	\$3,783.11
<b>Current ECT Charges = (Cumulative ECT amounts, if greater than 0, or 0) — Previous Billed ECT Amounts</b>	
Cumulative ECT Amounts	\$67.79
Previous Billed ECT Amounts	60.97
Current Energy Commission Tax (ECT)	\$6.82

**CURRENT MONTH METER INFORMATION:**

CHANNEL ID	METER BADGE	PRIOR READ DATE	CURRENT READ DATE	PRIOR READ TIME	CURRENT READ TIME	USAGE (kWH)
6378294246A	1009988649	01/15/15	02/17/15	24:00	24:00	24,714
6378294246C	1009988649	01/15/15	02/17/15	24:00	24:00	-1,207
<b>TOTAL</b>						<b>23,507</b>

**CURRENT MONTH TOU DEMAND:**

SEASON	TOU PERIOD	DEMAND CONSTANT	MAXIMUM DEMAND
Winter	Part	160.000	76
Winter	Off	160.000	67

For inquiries about your Net Energy Metering bill, please contact the Solar Customer Service Center at 1-877-743-4112.  
 For all other inquiries, please call 1-800-743-5000.



**PACIFIC GAS AND ELECTRIC COMPANY**  
**NET ENERGY METERING ELECTRIC STATEMENT**  
**THIS IS NOT A BILL**



Service Dates: January 15, 2015 to February 17, 2015

True-up period from Jun 2014 to May 2015

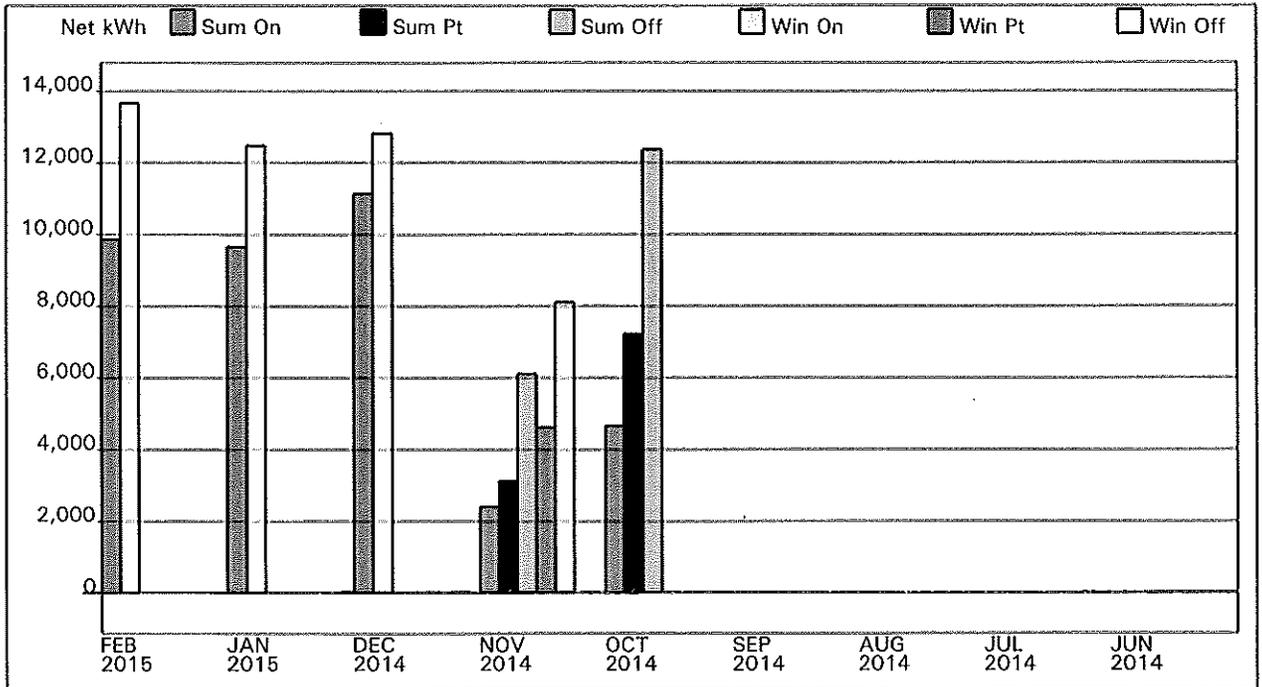
CITY OF LEMOORE  
 711 W CINNAMON DR  
 LEMOORE, CA. 93245

Rate Schedule: A 6 P/NEMEXPM  
 Account ID: [REDACTED]  
 Service ID: [REDACTED]

**ENERGY TRUE-UP HISTORY:**

BILLING MONTH	BILL TO DATE	SUMMER ON	SUMMER PART	SUMMER OFF	WINTER PART	WINTER OFF	TOTAL ENERGY	ENERGY CHARGES /CREDITS
FEB 2015	02/17/15				9,854	13,653	23,507	\$3,783.11
JAN 2015	01/15/15				9,648	12,471	22,119	\$3,520.76
DEC 2014	12/16/14				11,122	12,813	23,935	\$3,763.40
NOV 2014	11/17/14	2,387	3,107	6,098	4,609	8,096	24,297	\$5,132.85
OCT 2014	10/16/14	4,644	7,214	12,359			24,217	\$6,488.05
SEP 2014	09/16/14						34,080	\$5,389.07
AUG 2014	08/19/14						42,080	\$6,654.11
JUL 2014	07/18/14						22,240	\$3,516.81
JUN 2014	06/19/14						17,280	\$2,732.49
<b>TOTALS</b>							<b>233,755</b>	<b>\$40,980.65</b>

\*\*Energy Charges/Credits (-) include all energy related amounts and taxes.



10:14 AM  
02/13/15  
Cash Basis

Lemoore Senior Citizens, Inc.  
Treasurers Report  
January 2015

CITY CLERK'S OFFICE

FEB 25 2015

RECEIVED

	Jan 15	Jan 15
<b>Income</b>		
<b>Bingo Income</b>		
4100 · Bingo Receipts	1,822.20	1,822.20
4320 · 50/50 Club	140.00	140.00
<b>Total Bingo Income</b>	<u>1,962.20</u>	<u>1,962.20</u>
<b>Grants/Donations/Fundraising</b>		
4150 · Indiv/business contribution	147.13	147.13
<b>Total Grants/Donations/Fundraising</b>	<u>147.13</u>	<u>147.13</u>
<b>Rent Income</b>		
4205 · Building rents	1,100.00	1,100.00
<b>Total Rent Income</b>	<u>1,100.00</u>	<u>1,100.00</u>
4250 · Interest-savings/short-term inv	1.29	1.29
4400 · Miscellaneous revenue		
4405 · Pastry Sales	577.30	577.30
4410 · Membership Dues	235.00	235.00
4400 · Miscellaneous revenue - Other	273.00	273.00
<b>Total 4400 · Miscellaneous revenue</b>	<u>1,085.30</u>	<u>1,085.30</u>
4409 · Senior Meal Sales	1,844.50	1,844.50
<b>Total Income</b>	<u>6,140.42</u>	<u>6,140.42</u>
<b>Gross Profit</b>	6,140.42	6,140.42
<b>Expense</b>		
<b>Bingo</b>		
6240 · Bingo Supplies	2,169.42	2,169.42
<b>Total Bingo</b>	<u>2,169.42</u>	<u>2,169.42</u>
<b>Inventory-Snack Bar/Fireworks</b>		
6350 · Coffee Supplies	248.40	248.40
7421 · Senior Lunches	4,810.63	4,810.63
<b>Total Inventory-Snack Bar/Fireworks</b>	<u>5,059.03</u>	<u>5,059.03</u>
<b>Management &amp; General</b>		
7200 · Office Supplies	215.22	215.22
7300 · Repairs & Maintenance		
7315 · R & M - Senior Bldg.	20.00	20.00
<b>Total 7300 · Repairs &amp; Maintenance</b>	<u>20.00</u>	<u>20.00</u>
7410 · Security Expense	76.00	76.00
<b>Total Management &amp; General</b>	<u>311.22</u>	<u>311.22</u>
<b>Program Service</b>		
6800 · Insurance	973.86	973.86
7150 · Miscellaneous	175.85	175.85
7500 · Taxes	125.00	125.00
7600 · Utilities	2,654.76	2,654.76
<b>Total Program Service</b>	<u>3,929.47</u>	<u>3,929.47</u>
6895 · Labor Hired	776.00	776.00
<b>Total Expense</b>	<u>12,245.14</u>	<u>12,245.14</u>
<b>Net Income</b>	<u>(6,104.72)</u>	<u>(6,104.72)</u>

Bingo SAVINGS = 38,593.51  
 GENERAL CARRY = 3,527.13  
 CD = 15,154.61  
 -----  
 Total Liquid Assets = 57,275.25



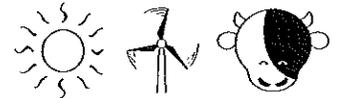
**Pacific Gas and  
Electric Company**

**PACIFIC GAS AND ELECTRIC COMPANY  
NET ENERGY METERING ELECTRIC STATEMENT**

**THIS IS NOT A BILL**

Service Dates: January 16,2015 to February 18,2015

True-up period from Dec 2014 to Nov 2015



CITY OF LEMOORE  
657 FOX ST  
LEMOORE, CA. 93245

Rate Schedule: A 10S/NEMEXPM  
Account ID: [REDACTED]  
Service ID: [REDACTED]

**BILLING SUMMARY:**

Current Non-Energy Charge	\$297.21
Current Energy Charges/Credits	\$1,029.51
Energy Commission Tax (ECT)	\$2.49
<b>Total Current Month's Billed Amount</b>	<b>\$1,329.21</b>

**SUMMARY CALCULATION OF CURRENT MONTH'S BILLED AMOUNT:**

<b>Current Energy Charges/Credits = (greater of Cumulative Energy Charges or 0) — Previous Billed Amounts</b>	
Cumulative Applicable Energy Charges (including ECT)	\$2,615.95
Previous Billed Amounts	1,583.95
<b>Current Energy Charges/Credits (including ECT)</b>	<b>\$1,032.00</b>
<b>Current ECT Charges = (Cumulative ECT amounts, if greater than 0, or 0) — Previous Billed ECT Amounts</b>	
Cumulative ECT Amounts	\$6.30
Previous Billed ECT Amounts	3.81
<b>Current Energy Commission Tax (ECT)</b>	<b>\$2.49</b>

**CURRENT MONTH METER INFORMATION:**

METER BADGE	PRIOR METER READ	CURRENT METER READ	DIFFERENCE	METER CONSTANT	USAGE (kWh)
1003877086	63,595	63,810	215	40	8,600
<b>TOTAL</b>					8,600

**CURRENT MONTH MAXIMUM DEMAND:**

METER BADGE	KW READ	DEMAND CONSTANT	MAXIMUM DEMAND(kw)
1003877086	0.550	40.000	22

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For all other inquiries, please call 1-800-743-5000.



**PACIFIC GAS AND ELECTRIC COMPANY**  
**NET ENERGY METERING ELECTRIC STATEMENT**  
**THIS IS NOT A BILL**



Service Dates: January 16,2015 to February 18,2015

True-up period from Dec 2014 to Nov 2015

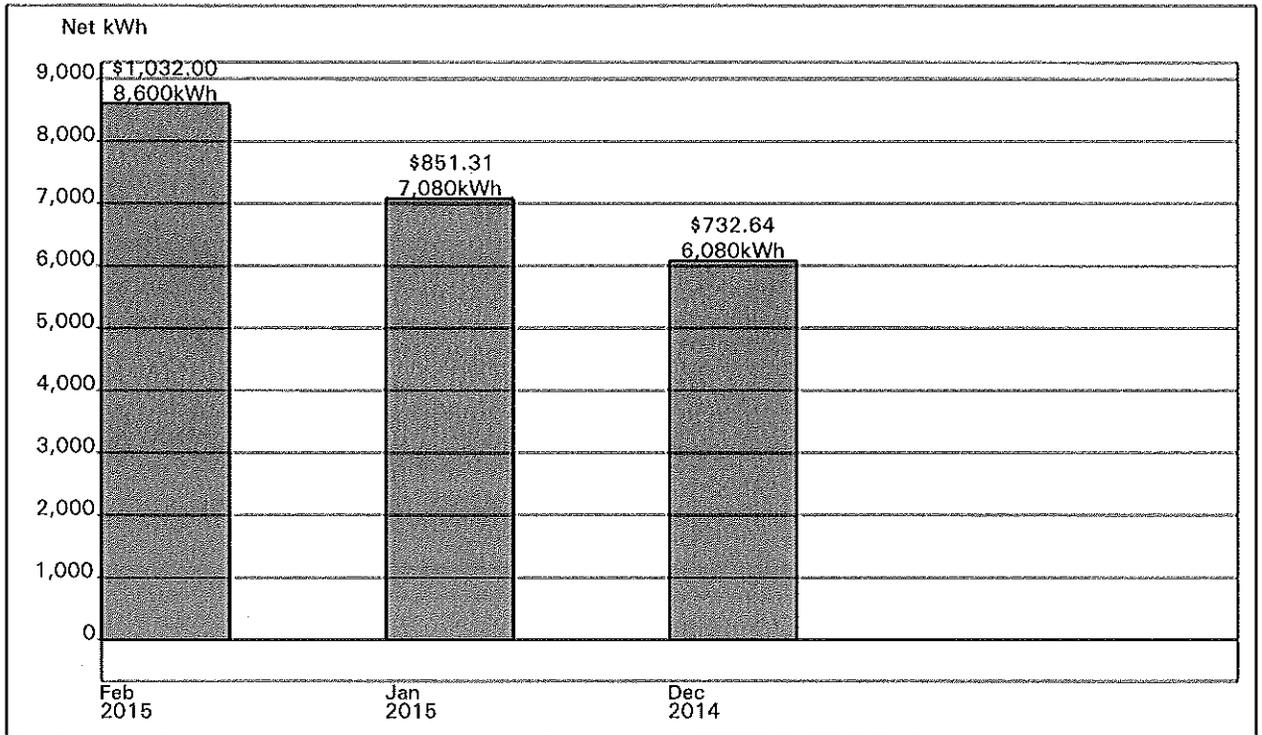
CITY OF LEMOORE  
 657 FOX ST  
 LEMOORE, CA. 93245

Rate Schedule: A 10S/NEMEXPM  
 Account ID: [REDACTED]  
 Service ID: [REDACTED]

ENERGY TRUE-UP HISTORY:

BILLING MONTH	BILL TO DATE	ENERGY (kWh)	ENERGY CHARGES/CREDITS
Feb 2015	02/18/15	8,600	\$1,032.00
Jan 2015	01/16/15	7,080	\$851.31
Dec 2014	12/16/14	6,080	\$732.64
<b>TOTALS</b>		<b>21,760</b>	<b>\$2,615.95</b>

\*\*Energy Charges/Credits (-) include all energy related amounts and taxes.



## Memorandum

DATE: 02/20/2015

TO: WHOM IT MAY CONCERN

FROM: OFFICER AMBRIZ

RE: TRAINING

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On January 26, 2015 I attended Behavior Analysis Training Institute (BATI) training held at the Clovis Police Department. The training consisted of five eight hour days. Each day was broken down into sessions, each sessions being a different topic. During the course of the week I learned several interview and integration tactics. We also learned signs to look for when interview and interrogating individuals that indicate weather the individual(s) are telling the truth or lying.

This training has very well reviews and now after successfully completing the course, I could see why. This training is very helpful when Officers are assigned to a special Investigation Unit. The BATI training not only benefits Officers in Investigations but it allows Officers who complete this course to go back to their departments and teach these techniques to fellow Officer. I strongly recommended this training to all Investigators as this course well not only make the Investigator a better interviewer/integrator but also have more success in solving investigations.

Respectfully submitted,

Jose Ambriz 1159

## Memorandum

TO: LEMOORE CITY COUNCIL

FROM: OFC. BRANDON COOPER

DATE: 02/13/2015

RE: BEHAVIORAL ANALYSIS TRAINING INSTITUTE

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On this date and time I attended the Behavioral Analysis Training Institute (BATI) 40-hour basic course. During this 40-hour course I learned the following information:

- The Difficulties of Eyewitness Recall
- How Memory Works
- Principles of Cognition
- Guided Information Retrieval (Core Principal)
- V/W Memory Enhancement
- Communication Enhancement
- Techniques for inducing V/W's to provide more information
- The Worst Interviewing Mistakes
- Should the interviewer believe the person?
- Is the writer/speaker more involved in the offense than what s/he has said?
- Is there any relational difficulty evident between the writer/speaker and the other people mentioned in the statement?
- What might be these difficulties be?
- When might those difficulties have begun?
- Did those difficulties contribute to the offense in any way? How? Why?
- Was the writer/speaker actually doing what s/he said at the time of offense?
- Should we consider the writer/speaker a suspect?

Respectfully Submitted,  
Detective Brandon Cooper

# Memo

**TO:** Sgt Gonsalves

**FROM:** Cpl M. Smith

**DATE:** 02/09/2015 – 02/11/2015

**RE:** M16 / M4 / AR-15 Armorer Course  
.....

This course was a 20 hr M16/M4/AR-15 Armorer course from 02/09/2015-02/11/2015 by Ken Elmore from Specialized Armament at the City of Corona Public Safety Training Facility.

During this 3 day rifle armorer course the following material was covered; firearms nomenclature, the functioning of automatic and auto-loading weapons, the operating relationship between the barrel assembly and the bolt group, an in-depth look at the gas system and its components, the fire control systems (Semi and Auto), specific M16 tools and their correct usage, proper disassembly and assembly techniques, parts identification and interchangeability, ammunition and magazines, inspections, basic malfunctions, and problem solving skills. At the conclusion of the course, I successfully passed a written test and practical test (Complete disassemble and reassemble of an M16/M4/AR-15 with a technical inspection by instructor).

The course was necessary for the maintenance of department issued patrol rifles which is essential for the continuing safety of our Officers and citizens of Lemoore.

- Cpl M. Smith

# Memo

**TO:** Sgt Gonsalves  
**FROM:** Cpl M. Smith  
**DATE:** 02/19/2015 – 02/20/2015  
**RE:** Sig Sauer Armorer's Course

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This course was a 16 hr / 2 day Sig Sauer Pistol Armorers course from 02/19/2015-02/20/2015 by Sig Sauer held at the San Francisco Police Department Range. The certification is valid for 3 years.

During this 2 day Sig Sauer Armorers course the following material was covered; mechanical functioning, maintenance, troubleshooting, and field repair of the Sig Sauer law enforcement classic pistol line, to include the P220, P226, P229, and P239 pistols. The curriculum enables law enforcement armorers to develop a pistol maintenance program on the inspection and servicing of the Sig Sauer law enforcement pistols for their departments. At the conclusion of the course, I successfully passed a written test and practical test (Complete disassemble and reassemble of a Sig Sauer pistol with a technical inspection by instructor).

The course was necessary for the maintenance of department issued Sig Sauer pistol which is essential for the continuing safety of our Officers and citizens of Lemoore.

- Cpl M. Smith