



**Agenda**  
**Regular Joint City Council/ \* Redevelopment Agency Meeting**  
**130 S Second St., Civic Center Plaza, Chowchilla**  
**January 11, 2010**  
**6:00 PM Closed Session - 7:00 PM Open Session**

**CALL TO ORDER**

**ROLL CALL:**

Mayor/Chairman: Kopshever  
Mayor Pro Tem/Vice Chair: Alexander  
Council/Board Members: Chavez, Haworth, White

City staff and contract employees present at the meeting will be noted in the minutes.

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The City Council will call the meeting to order and conduct the roll call. Council will immediately convene into closed session after hearing any public comment on Closed Session. Any outstanding items at 7:00pm the Council will recess into Open Session and then resume Closed Session at the end of the meeting.

**PUBLIC ADDRESS – CLOSED SESSION ITEMS**

**6:00 pm CLOSED SESSION**

- 1: Conference with Legal Counsel – Anticipated Litigation, Gov. Code Section 54956.9 (b)**  
Number of Cases: 2
- 2: Public Employee Evaluation, Gov. Code Section 54957**  
Position: All Public Employees
- 3. Conference with Real Property Negotiators, Gov. Code Section 54956.8**  
Property: Chowchilla Blvd/Road 15

**7:00 pm OPEN SESSION**

**INVOCATION:**

**PLEDGE OF ALLEGIANCE:**

**CLOSED SESSION REPORT:** Meeting of 12/14/2009, 12/29/2009

**CEREMONIAL/PRESENTATIONS**

**PUBLIC ADDRESS - Section 1**

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 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 Council/Agency Board, any handouts to be provided to City Clerk/Board Clerk who will distribute to Council/Agency Board and appropriate staff.

*Items denoted with an \* are RDA items and will be acted upon by the Redevelopment Agency Board. Agendas for all City Council/RDA meetings are posted at least 72 hours prior to the meeting at the Civic Center, 130 S. Second 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 Chowchilla 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) 865-8615, ext. 105 at least 4 days prior to the meeting.*

## COUNCIL AND STAFF REPORTS – Section 2

- 2.1: COUNCIL REPORTS:** Legislative Items:
- Presentation regarding Californians to Protect Local Taxpayer, and Vital Services Ballot Measure - Stephen Qualls, League of California Cities
  - Oral / Written Reports:
- 2.2: AD HOC/COMMITTEE UPDATES:** Oral / Written Reports:
- 2.3: STAFF REPORTS:** Written/Oral Reports:
- Status of Appointments to Commissions and Committees (Barr)
  - Status of RDA Loan Program Hiatus (Padilla)

## CONSENT CALENDAR - Section 3

- 3.1: Consideration of Minutes of the Regular Joint Council/Redevelopment Agency Meeting of December 14, 2009 and Special Joint Council/Redevelopment Agency Meeting of December 29, 2009 (Barr)**
- 3.2: Consideration of General Payments and Payroll for the Month of December 2009 (Padilla)**
- 3.3: Consideration of Resolution # -10 Awarding Bid for the Processing and Mailing of Monthly Billing Statements to Central Valley Presort, Inc. and Authorizing the Acting City Administrator to Negotiate an Agreement for these Services (Padilla)**
- 3.4: Consideration of Resolution # -10 Awarding the Bid for Lockbox Payment Processing Services to the Firm that has been Identified as the Most Responsive, Responsible and Cost Effective (Padilla)**
- 3.5: Consideration of Resolution # -10 Authorizing Submittal of the 2011-2015 Airport Capital Improvement Program (ACIP) to the Federal Aviation Administration (Turner)**
- \* 3.6: Consideration of RDA Resolution #-10 Approving Agreement with Economic & Planning Systems, Inc, to Conduct a Review of the Madera County Tax Increment Allocation System (Padilla)**

## PUBLIC HEARINGS – Section 4

None

## DEFERRED BUSINESS – Section 5

- 5.1: Consideration of Resolution #-10 Upholding Citizen Appeal of the Decision of the City of Chowchilla Planning Commission Regarding Conditional Use Permit (C.U.P.) 09-0002 for Vinny's Place Located at 1726 W. Robertson Blvd. and Directing the Revocation of Conditional Use Permit 09-0002 (Varney)**

### NEW BUSINESS – Section 6

None

### ANNOUNCEMENTS – Section 7

Jan 11 Council/RDA Meeting, Civic Center, 6PM Closed, 7PM Open Session  
 Jan 16 Chowchilla Chamber of Commerce Installation Dinner, Little Theater, Chowchilla Fairgrounds  
 Jan 18 Martin Luther King Jr Day Observed, City Offices Closed  
 Jan 19 Airport Advisory Committee Meeting, Civic Center, 4PM  
 Parks & Recreation Commission Meeting, Civic Center, 7PM  
 Jan 20 Planning Commission Meeting – Pending Cancellation  
 Jan 21 Heritage Preservation Commission Meeting, Cancelled  
 Jan 22 Furlough Day, City Offices Closed  
 Jan 25 Council/RDA Meeting, Civic Center, 6PM Closed, 7PM Open Session

### CLOSED SESSION – Continued if Necessary

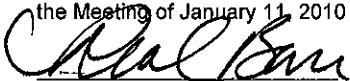
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 Property: Chowchilla Blvd/Road 15

### 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.*

### PUBLIC NOTIFICATION

I, Rebekah Barr, CMC, Acting City Clerk for the City of Chowchilla, declare under penalty of perjury that I posted the above City Council/RDA Agenda for the Meeting of January 11, 2010 at Civic Center, 130 S Second St., Civic Center Plaza, on January 7, 2010 at 5:30 pm.

  
 Rebekah Barr, CMC

CC Resolution #01-10  
 RDA Resolution #01-10  
 Next Ordinance #455-10



**Fact Sheet**  
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Mayor Pro Tem/Vice Chair: Alexander  
Council/Board Members: Chavez, Haworth, White

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**COUNCIL AND STAFF REPORTS – Section 2**

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- Status of RDA Loan Program Hiatus (Padilla)

### CONSENT CALENDAR - Section 3

***Recommendation- All Items under the Consent Calendar are recommended for approval by roll call vote and are generally done by single action unless an item is pulled for separate consideration. If an item is an RDA item (denoted by \*) it will be acted upon by a separate action & recorded appropriately.***

- 3.1: Consideration of Minutes of the Regular Joint Council/Redevelopment Agency Meeting of December 14, 2009 and Special Joint Council/Redevelopment Agency Meeting of December 29, 2009 (Barr) Page 1**

Enclosures: One set of Minutes

- 3.2: Consideration of General Payments and Payroll for the Month of December 2009 (Padilla) Page 7**

Enclosures: Summary of Payments – Full Check Register is on file in the City Clerk's Office

- 3.3: Consideration of Resolution # -10 Awarding Bid for the Processing and Mailing of Monthly Billing Statements to Central Valley Presort, Inc. and Authorizing the Acting City Administrator to Negotiate an Agreement for these Services (Padilla) Page 8**

The city currently processes approximately 4,000 utility bills each month and a number of other billing statements that are sent out to customers during the year. The existing process for preparing and mailing these statements consumes at least 8 -12 hours of staff time each month as the statements are readied for mailing and delivered to the post office. Additional costs are incurred for postage, mailing supplies, paper and copier usage. Many cities have found that outsourcing the preparation and mailing of these statements allows staff to focus on more important issues while either reducing the overall cost of administering this process or maintaining it at its current level.

Enclosures: Staff Report and Related Documents

- 3.4 Consideration of Resolution # -10 Awarding the Bid for Lockbox Payment Processing Services to the Firm that has been Identified as the Most Responsive, Responsible and Cost Effective (Padilla) Page 25**

The city currently processes approximately 4,000 utility bills each month and a number of other billing statements that are sent out to customers during the year. Approximately 25% of the payments are brought to the city directly by the customer. The remaining 3,000 payments come through the mail and are opened and posted by staff in the Finance Department. Currently the department does not have enough staff to allow for the incoming mail to be opened in the custody of two individuals, recorded in a log and then posted to the customers' accounts which is a requirement of sound internal control systems. The use of a third party processor (lockbox) allows the payments to be handled with stricter internal controls and also frees staff time to focus on the customers who bring their payments to City Hall without distraction.

Enclosures: Staff Report and Related Documents

- 3.5: Consideration of Resolution # -10 Authorizing Submittal of the 2011-2015 Airport Capital Improvement Program (ACIP) to the Federal Aviation Administration (Turner) Page 41**

FAA is conducting its annual update of the ACIP which it uses to identify and prioritize capital improvement project needs and to plan the distribution of Airport Improvement Program (AIP) funds to public use airports.

Enclosures: Staff Report and Related Documents

**\* 3.6: Consideration of RDA Resolution #-10 Approving Agreement with Economic & Planning Systems, Inc, to Conduct a Review of the Madera County Tax Increment Allocation System (Padilla) Page 45**

The Redevelopment Agency receives tax increment payments that are based on a calculation that is performed by the staff of the Madera County Auditor-Controller's Office. This calculation takes many factors into account that change from year to year. The calculation also relies on an accurate interpretation of the existing property tax base that existed at the time the Agency became eligible to receive these payments – the "base year." If there is a mistake in this interpretation, all future calculations of tax increment are thrown off because the base year values remain constant in all future calculations. After reviewing the information provided by the Auditor-Controller's Office for the current year and based on prior experience with issues related to the City of Madera's Redevelopment Agency, staff feels that it is prudent to have an experienced consultant conduct a review of the past tax increment calculation in order to determine that the Agency has received the full measure of tax increment revenues that it is entitled to and that the calculation model used by the county is functioning as intended.

Enclosures: Staff Report and Related Documents

**PUBLIC HEARINGS – Section 4**

None

**DEFERRED BUSINESS – Section 5**

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On 10-21-09, a Public Hearing was held regarding the revocation of C.U.P. 09-0002 issued to Vinny's Place located at 1726 W. Robertson Blvd., Chowchilla. The hearing was a 90 day review due to several complaints from citizens and a closure of the business for violations by the City of Chowchilla previously in the year. The City of Chowchilla Planning Commission, after hearing arguments from both sides, agreed to allow Vinny's Place to keep the C.U.P. and set a hearing date for another 90 day review. This decision was appealed by a citizen of Chowchilla. The Public Hearing was completed on December 29, 2009. As all members of Council were not in attendance the resolution was deferred to tonight's meeting for action.

Enclosures: Resolution  
Recommendation: Any action to be taken by roll call vote

**NEW BUSINESS – Section 6**

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**ANNOUNCEMENTS – Section 7**

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