

The City of Oakdale recognizes and supports the Choose Civility program, an initiative of the Stanislaus County Office of Education.

CITY OF OAKDALE CITY COUNCIL REGULAR MEETING AGENDA

City Council Chambers 277 North Second Avenue • Oakdale • CA 95361

Monday, May 16, 2016

7:00 PM

City Council Chambers

THIS MEETING WILL BE TELEVISED OVER COMCAST CHANNEL 7

Welcome to your City of Oakdale City Council meeting.

Your City Council are: Mayor Pat Paul Mayor Pro Tem Tom Dunlop Council Member Cherilyn Bairos Council Member J.R. McCarty Council Member Richard Murdoch

Note: California law prohibits the City Council from taking action on any matter that is not on the posted agenda unless it is determined to be an emergency by the Council. All items will be referred to staff for follow-up and placed on a future agenda.

- 1. Call to Order 7:00 p.m.
- 2. City Council Members Present/Absent
- 3. Pledge of Allegiance
- 4. Invocation Provided by Pastor Reese VanderVeen, Community Christian Reformed Church
- 5. Presentations/Acknowledgements
 - 5.1: Presentation: Proclaiming "June 2016, as Disability Awareness Month".

6. Additions/Deletions

7. Public Comments

This is the time set aside for citizens to address the City Council on issues within the City Council's jurisdiction that are not on the posted agenda this evening. The Mayor will ask for a show of hands of those individuals present who wish to address the Council. Individual speakers are asked to keep spoken comments within a five-minute duration, although this time limit may be modified based on the number of people who indicate their desire to address the Council. California law prohibits the City Council from taking action on any item not appearing on the posted agenda except that Council may refer the matter to staff for follow-up or request it be placed on a future agenda.

"Cowboy Capital of the World"

CITY OF OAKDALE CITY COUNCIL REGULAR MEETING AGENDA Monday, May 16, 2016

Next City Council Resolution: 2016-044

Next Ordinance: 1242

8. Appointment to Boards and Commissions

None Scheduled.

9. City Council Consent Agenda

The consent agenda is comprised of Items 9.1 through 9.7. Unless there is discussion by a member of the audience/Council they may be approved in one motion.

- 9.1: Approve the Regular City Council Meeting Minutes of May 2, 2016.
- 9.2: Receive and File the Warrant List for the period of April 27, 2016 to May 9, 2016.
- 9.3: Waive Readings of Ordinances/Resolutions except by Title.
- 9.4: Award a bid to R&K Automatic Gate & Access in the amount of \$12,483.47 from Wastewater Treatment Plant Fund 622 for a security gate at the Wastewater Treatment Plant—Resolution 2016-
- <u>9.5:</u> Authorize the City Manager to execute an agreement with Disability Access Consultants for an ADA Self-Evaluation and Transition Plan in the amount of \$58,595.00, to be funded from Gas Tax Fund 215—Resolution 2016-
- 9.6: Approve revisions to the Salary Schedule contained in the Rules and Regulations for Employment of Part-Time and Temporary Employees—Resolution 2016-
- 9.7: Accept the Water Well #6 site modifications and improvements in the amount of \$113,302 from the Water Capital Replacement Fund 624 and authorize the filing of a Notice of Completion—Resolution 2016-

10. Public Hearings

None Scheduled.

11. Staff Reports

<u>11.1:</u> Approve modifications of the layout of the South Yosemite Community Park to include additional gates and fencing to enhance the safety of the Park.

Recommended Action: Adoption City of Oakdale City Council Resolution 2016-____, a resolution of the City of Oakdale City Council approving modifications of the layout of the South Yosemite Community Park to include additional gates and fencing to enhance the safety of the Park.

CITY OF OAKDALE CITY COUNCIL REGULAR MEETING AGENDA Monday, May 16, 2016

Next City Council Resolution: 2016-044

Next Ordinance: 1242

12. City Manager's Report

12.1: May 2016 Department Reports

13. City Council Items

14. Adjournment

In compliance with the Americans with Disabilities Act, if you need special assistance to participate in this meeting, please contact City Hall, 209-845-3571. Notification 48 hours prior to the meeting will enable the City to make reasonable arrangements to ensure accessibility to this meeting. (28CFR 35.102-35.104 ADA Title II).

Any documents produced by the City and distributed to a majority of the City Council regarding any item on this agenda will be made available in the City Clerk's office at City Hall located at 280 North Third Avenue, Oakdale, California.

DECLARATION OF POSTING

I, Kathy Teixeira, City Clerk for the City of Oakdale, certify that I caused to be posted a copy of the City of Oakdale City Council Agenda for the Regular Meeting of Monday, May 16, 2016 at the City Council Chambers, 277 North Second Avenue, Oakdale, CA, 95361 on Thursday, May 12, 2016.

Dated: May 12, 2016

<u>/s/Kathy Teixeira</u> Kathy Teixeira, CMC City Clerk

AGENDA ITEM 5.1:

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MAYOR'S OFFICE CITY OF OAKDALE



A PROCLAMATION

by the Mayor of the City of Oakdale

JUNE 2016, AS DISABILITY AWARENESS MONTH

WHEREAS, the City Council of the City of Oakdale have recognized healthy communities as a priority; and

- WHEREAS, disabilities can affect all people, regardless of race, age, gender, or social status and the essence of life is not embodied by physical or mental perfection, but it is an integral part of the human spirit; and
- WHEREAS, increasing public awareness about diverse abilities is vital to fighting the stigma and discrimination that often serve as a barrier to employment, socialization, and individual well-being; and
- WHEREAS, there are an estimated 4,050,631 people with disabilities in the State of California, and over 68,840 people over the age of 5, with disabilities in Stanislaus County; and
- **WHEREAS,** within the next year, at least one out of eight Californians will experience a disability personally or through a family member; and
- WHEREAS, the City of Oakdale wants to celebrate and recognize people with difference abilities; and;
- WHEREAS, education, understanding, access engagement, and relationships are important components of a connected, livable, and healthy community; and
- WHEREAS, communities thrive when residents appreciate the unique gifts inside people of all abilities; and
- WHEREAS, by developing relationships with our neighbors, we make our community a place where everyone participates and is a valued member; and

WHEREAS, the Society for disABILITIES will commemorate June 2016, and each June hereafter, as Disability Awareness Month.

NOW, THEREFORE, LET IT BE PROCLAIMED the City Council of the City of Oakdale that June 2016 is Disability Awareness Month within the City of Oakdale and we urge all our citizens to become aware of the needs and capabilities of persons with disabilities.

Signed this 18th day of May, 2016.

Pat Paul, Mayor of Oakdale

CITY OF OAKDALE Draft City Council Regular Meeting Minutes

City Council Chambers 277 North Second Avenue Oakdale, California

Monday,	Mav	2.	2016	
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7:00 PM

City Council Chambers

1. CALL TO ORDER:

Mayor Paul called the meeting to order at 7:00 p.m.

2. CITY COUNCIL MEMBERS PRESENT/ABSENT:

Present:	Mayor Paul
	Council Member Bairos
	Council Member McCarty

- Excused: Mayor Pro Tem Dunlop Council Member Murdoch
- Staff Present: City Manager Whitemyer City Attorney Hallinan Finance Director Avila Public Services Director Clark Public Workers Superintendent Gravel Police Chief Jenkins Senior Engineering Technician Renfrow City Clerk Teixeira

3. PLEDGE OF ALLEGIANCE:

Mayor Paul led the assembly in the Pledge of Allegiance.

4. INVOCATION:

The invocation was provided by Pastor Kent Roberts, The River Christian Community.

5. PRESENTATIONS/ACKNOWLEDGEMENTS:

5.1: Presentation: Proclamation Proclaiming May 2016 "Older Americans Month".

Senior Outreach Program Coordinator Lupe Aguilera accepted a Proclamation declaring May "Older Americans Month" from Mayor Paul.

5.2: Presentation: Proclamation Proclaiming May 2016 "National Bike Month".

R.J. Corwin on behalf of Oakdale Bicycle Shop accepted a Proclamation declaring May "National Bike Month" from Mayor Paul.

AGENDA ITEM 9.1:



Monday, May 2, 2016	City Council Chambers
Next City Council Resolution: 2016-037	Next Ordinance: 1242

5.3: Presentation: Proclamation Proclaiming May 15, 2016 through May 21, 2016 as "National Police Week".

Police Chief Jenkins accepted a Proclamation on behalf of all the brave men and women in law enforcement declaring May 15, 2016 through May 21, 2016 as "National Police Week" from Mayor Paul.

5.4: Presentation: Proclamation Proclaiming May 15, 2016 through May 21, 2016 "Public Works Week".

Public Works Superintendent Gravel accepted on behalf of Public Works staff a Proclamation declaring May 15, 2016 through May 21, 2016 as "Public Works Week" from Mayor Paul.

5.5: Presentation: Oakdale Tourism and Visitors Bureau Annual Report and Budget Update presented by Oakdale Tourism and Visitors Bureau.

A PowerPoint Presentation was provided.

Oakdale Tourism and Visitors Bureau Treasurer Diane Korupp presented the Bureau's annual report and provided an update on the budget.

Pam Dumas, representing the Oakdale Tourism and Visitors Bureau (OTVB) provided the City Council an update on the "Find Your Country Western Festival" scheduled for September 30th and October 1st. Ms. Dumas also distributed copies of the OTVB's new brochure.

6. ADDITIONS/DELETIONS:

Mayor Paul asked whether there were any additions or deletions to the agenda. No items were added or deleted.

7. PUBLIC COMMENTS:

Chamber of Commerce Chief Executive Officer Mary Guardiola addressed the City Council and public on upcoming community events.

8. APPOINTMENT TO BOARDS AND COMMISSIONS:

None scheduled.

9. CITY COUNCIL CONSENT AGENDA:

Mayor Paul asked whether there were any questions on any matter listed on the Consent Agenda. There were none.



Draft City Council Regular Meeting Minutes

City Council Chambers Next Ordinance: 1242

MOTION

To approve the City of Oakdale City Council consent Agenda for May 2, 2016, as presented:

- 9.1: Approve the Regular City Council Meeting Minutes of April 18, 2016.
- 9.2: Receive and File the Warrant List for the period of April 14, 2016 to April 26, 2016.
- 9.3: Waive Readings of Ordinances/Resolutions except by Title.
- 9.4: To adopt City Council Resolution 2016-037 authoring the City Manager to execute a contract with Badawi & Associates, Certified Public Accountants for audit services.
- 9.5: To adopt City Council Resolution 2016-038 granting a special parking permit not to exceed two hours for a flower delivery van for Oakdale Flowers and More in the Central Traffic District.
- 9.6: To adopt City Council Resolution 2016-039 authorize staff to record the Final Map for Tentative Parcel Map No. 2014-06 Desert Bay Properties, LLC to subdivide a 2.59-acre parcel into four parcels and a remainder parcel located at 666 Hill Road (Assessor Parcel Number 064-002-029).

Moved by Council Member McCarty, seconded by Council Member Bairos and PASSED AND ADOPTED this 2nd day of May 2016, by the following vote:

AYES:	COUNCIL MEMBERS:	Bairos, McCarty and Paul	(3)
NOES:	COUNCIL MEMBERS:	None	(0)
ABSENT:	COUNCIL MEMBERS:	Dunlop and Murdoch	(2)
ABSTAINED:	COUNCIL MEMBERS:	None	(0)

Motion carried 3/0 by City Council roll call vote, Mayor Pro Tem Dunlop and Council Member Murdoch excused.

10. PUBLIC HEARINGS:

10.1: Annexation of Territory to the Community Facilities District No. 2007-1 (Public Safety Services) Annexation No. 7. The special tax amount to be charged is as authorized by the original Rate and Method of Apportionment for City of Oakdale Community Facilities District 2007-1 (Public Safety Services). Public Safety Services include, fire services, law enforcement, code enforcement and animal control. Funding will also include the costs of personnel, equipment replacement, maintenance, and professional contract services and services related thereto, including collection and accumulation of funds to pay for anticipated operating cost shortfalls and reserves for repair and replacement of facilities, improvements, vehicles and equipment. *Notice of Publication published in the Modesto Bee April 23, 2016.*



Monday, May 2, 2016
Next City Council Resolution: 2016-037

City Council Chambers Next Ordinance: 1242

Mayor Paul stated this is the time and place for the public hearing for the establishment of Community Facilities District No. 2007-1, Public Safety Services) Annexation No. 7.

Mayor Paul asked whether there are any property owners or registered voters in the proposed District who wish to file written protests? If so, they must be filed with the City Clerk at this time. There being none Mayor Paul declared the hearing open at 7:23 p.m.

A PowerPoint Presentation was provided.

Finance Director Avila presented the staff report recommending the City Council adopt the resolutions provided in the staff report.

There being no one wishing to speak on the item, Mayor Paul closed the public hearing at 7:25 p.m.

MOTION

To adopt Resolution 2016-040, a resolution of the City Council of the City of Oakdale for Annexation of Territory to the City of Oakdale Community Facilities District No. 2007-1 (Public Safety Services), Authorizing the Levy of Special Taxes Therein and submitting Levy of Special Taxes to Qualified Electors Annexation No. 7.

Moved by Council Member McCarty, seconded by Council Member Bairos and PASSED AND ADOPTED this 2nd day of May 2016, by the following vote:

AYES:	COUNCIL MEMBERS:	Bairos, McCarty and Paul	(3)
NOES:	COUNCIL MEMBERS:	None	(0)
ABSENT:	COUNCIL MEMBERS:	Dunlop and Murdoch	(2)
ABSTAINED:	COUNCIL MEMBERS:	None	(0)

Motion carried 3/0 by City Council roll call vote, Mayor Pro Tem Dunlop and Council Member Murdoch excused.

Mayor Paul requested the City Clerk announce the results of the property owner's vote. City Clerk Teixeira announced the results of the special election for Community Facilities District No. 2007-01 Annexation No. 7 certifying 14 votes were received in favor, representing 100-percent of the property owners.

Mayor Paul stated the record shows that the property owner's vote is in favor of the levy of the special taxes and the City Council may now proceed with the final actions for the annexation of territory into the District.



City Council Chambers Next Ordinance: 1242

MOTION

To adopt Resolution 2016-041, a resolution of the City Council of the City of Oakdale declaring results of Special Annexation Election, determining validity of prior proceedings and directing the recording of a seventh amendment to Notice of Special Tax Lien – Annexation No. 7.

Moved by Council Member Bairos, seconded by Council Member McCarty and PASSED AND ADOPTED this 2nd day of May 2016, by the following vote:

AYES:	COUNCIL MEMBERS: Bairos, McCarty and Paul	(3)
NOES:	COUNCIL MEMBERS: None	(0)
ABSENT:	COUNCIL MEMBERS: Dunlop and Murdoch	(2)
ABSTAINED	: COUNCIL MEMBERS: None	(0)

Motion carried 3/0 by City Council roll call vote, Mayor Pro Tem Dunlop and Council Member Murdoch excused.

10.2: Annexation of Territory to Community Facilities District No. 2015-01 (Maintenance Services) Annexation 1. The special tax amount to be charged is as authorized by the original Rate and Method of Apportionment for City of Oakdale Community Facilities District 2015-01 (Maintenance Services). Maintenance Services include streets, street lights, storm water drainage and landscape maintenance. Funding will also include the costs of personnel, equipment replacement, maintenance, and professional contract services and services related thereto, including collection and accumulation of funds to pay for anticipated operating cost shortfalls and reserves for repair and replacement of facilities, improvements, vehicles and equipment. The property owners have voted to approve the annexation. *Notice of Publication published in the Modesto Bee April 23, 2016.*

Mayor Paul stated this is the time and place for the public hearing for the establishment of Community Facilities District No. 2015-01 (Maintenance Services) Annexation 1.

Mayor Paul asked whether there are any property owners or registered voters in the proposed District who wish to file written protests? If so, they must be filed with the City Clerk at this time. There being none Mayor Paul declared the hearing open at 7:28 p.m.

A PowerPoint Presentation was provided.

Finance Director Avila presented the staff report recommending the City Council adopt the resolutions provided in the staff report.

There being no one wishing to speak on the item, Mayor Paul closed the public hearing at 7:29 p.m.



City Council Chambers Next Ordinance: 1242

MOTION

To adopt Resolution 2016-042, a resolution of the City Council of the City of Oakdale for Annexation of Territory to the City of Oakdale Community Facilities District No. 2015-01 (Maintenance Services) Annexation 1, authorizing the levy of special taxes therein and submitting levy of special taxes to Qualified Electors Annexation No. 7.

Moved by Council Member McCarty, seconded by Council Member Bairos and PASSED AND ADOPTED this 2nd day of May 2016, by the following vote:

AYES:	COUNCIL MEMBERS:	Bairos, McCarty and Paul	(3)
NOES:	COUNCIL MEMBERS:	None	(0)
ABSENT:	COUNCIL MEMBERS:	Dunlop and Murdoch	(2)
ABSTAINED:	COUNCIL MEMBERS:	None	(0)

Motion carried 3/0 by City Council roll call vote, Mayor Pro Tem Dunlop and Council Member Murdoch excused.

Mayor Paul requested the City Clerk announce the results of the property owner's vote. City Clerk Teixeira announced the results of the special election for Community Facilities District No. 2015-01 Annexation 1 certifying 14 votes were received in favor, representing 100-percent of the property owners.

Mayor Paul stated the record shows that the property owner's vote is in favor of the levy of the special taxes and the City Council may now proceed with the final actions for the annexation of territory into the District.

MOTION

To adopt Resolution 2016-043, a resolution of the City Council of the City of Oakdale, declaring results of Special Annexation Election, determining validity of prior proceedings and directing the recording of a first amendment to Notice of Special Tax Lien - Annexation No. 1.

Moved by Council Member Bairos, seconded by Council Member McCarty and PASSED AND ADOPTED this 2nd day of May 2016, by the following vote:

	COUNCIL MEMBERS:	Bairos, McCarty and Paul	(3)
NOES:	COUNCIL MEMBERS:	None	(0)
ABSENT:	COUNCIL MEMBERS:	Dunlop and Murdoch	(2)
ABSTAINED:	COUNCIL MEMBERS:	None	(0)

Motion carried 3/0 by City Council roll call vote, Mayor Pro Tem Dunlop and Council Member Murdoch excused.



City Council Chambers Next Ordinance: 1242

11. **STAFF REPORTS**:

11.1: Consider acceptance of the March 2016 Treasurer's Report by Minute Order.

Finance Director Avila presented the staff report recommending the City Council accept the February 2016 Treasurer's Report by Minute Order.

<u>MOTION</u>

To accept by Minute Order the March 2016 Treasurer's Report.

Moved by Council Member McCarty, seconded by Council Member Bairos and PASSED AND ADOPTED this 2nd day of May 2016, by the following vote:

AYES:	COUNCIL MEMBERS:	Bairos, McCarty and Paul	(3)
NOES:	COUNCIL MEMBERS:	None	(0)
ABSENT:	COUNCIL MEMBERS:	Dunlop and Murdoch	(2)
ABSTAINED:	COUNCIL MEMBERS:	None	(0)

Motion carried 3/0 by City Council roll call vote, Mayor Pro Tem Dunlop and Council Member Murdoch excused.

11.2: Oakdale Municipal Airport Update.

A PowerPoint Presentation was provided.

Senior Engineering Technician Renfrow provided a comprehensive informational update on the Oakdale Municipal Airport covering the previous 24 months.

<u>Public Comment:</u> Speaker (Name Not Provided) Ron Treadway

Mayor Paul advised Oakdale Airport Appreciation Day has been scheduled for October 8, 2016.

12. CITY MANAGER'S REPORT:

City Manager Whitemyer advised he had nothing further to add at this time.

13. CITY COUNCIL ITEMS:

Council Member Bairos reported late registration for Oakdale Soccer League is scheduled for Saturday, May 7, 2016.



City Council Chambers Next Ordinance: 1242

14. ADJOURNMENT:

There being no further business, Mayor Paul adjourned the meeting at 7:52 p.m.

ATTEST:

APPROVED:

Kathy Teixeira, CMC City Clerk Pat Paul Mayor

PREPARED	05/	10/	2016,	16	:46:38
PROGRAM:	GM3	50I	L		

A/P CHECKS BY PERIOD AND YEAR

AGENDA ITEM 9.2: PAGE 1

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City of Oakdale	FROM 04/27/2016 TO 05/09/2016
PROGRAM: GM350L	

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04/29/2016 135731	ALARMCO OF MODESTO	558				225.00
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110-4120-442.25-03	03/28/2016	CONTRACT SERVICES	194570		10/2016	45.00
219-4110-441.25-03	03/28/2016	CONTRACT SERVICES	194570		10/2016	45.00
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622-4152-444.25-03	04/13/2016	PUBLIC WORKS SERVICES	6041770-SFL	160045	10/2016	39.00
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04/29/2016 135734	AMERICAN MOBILE SHREDDING	G 1086				90.00
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110-2110-421.25-03	02/19/2016	MISCELLANEOUS SERVICES	M-34094	160018	08/2016	30.00
04/29/2016 135735	ANIMAL/CARE EQUIPMENT & S	SERVIC 519				422.02
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110-2161-421.27-06	03/17/2016	ANIMAL SHELTER SUPPLIES	42930		09/2016	211.01
04/29/2016 135736	ASSOCIATED PROPERTIES, L	9999999				22.20
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110-2110-421.20-03	AT & T MOBILITY 04/09/2016	TELEPHONE	833827673		09/2016	400.51
04/29/2016 135738		942				.45
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627-4170-446.20-03	04/10/2016	TELEPHONE TELEPHONE	2098452137266		09/2016	.37
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04/29/2016 135741 110-2110-421.27-04	CENTRAL VALLEY TOXICOLOGY 02/01/2016				09/2016	78.00 78.00
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04/29/2016 135746 110-2110-421.25-03 110-2110-421.25-03 110-2110-421.25-03		718 LIVESCAN CLETS SERVICES LIVE SCAN	142613 144742 159069		09/2016 09/2016 10/2016	2,830.98 447.00 1,876.98 507.00
04/29/2016 135747 110-4142-426.25-03		ON 334 ELECTRICAL EQUIP SUPPLIES	16006703	160065	10/2016	1,372.96 1,372.96
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04/29/2016 135749 220-3130-433.12-00 220-3130-433.12-00	· · · · ·	1235 TEMP SERVICES TEMP EMPLOYEE	17144706-3 17083948-4		10/2016 09/2016	2,072.39 1,032.75 1,039.64
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PREPARED 05/10/2016, 16:46:38 PROGRAM: GM350L City of Oakdale

FROM 04/27/2016 TO 05/09/2016

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CHECK CHECK DATE NUMBER	VENDOR NAME	VENDOR #				CHECK AMOUNT
ACCOUNT #	TRN DATE	DESCRIPTION	INVOICE	PO #	PER/YEAR	TRN AMOUNT
110-2160-421.25-03		ANIMAL SERVICES	569222		09/2016	11.56
110-2161-421.25-03		ANIMAL SERVICES	569222		09/2016	11.56
110-2160-421.25-03	03/23/2016	ANIMAL SERVICES	569268		09/2016	59.95
110-2161-421.25-03	03/23/2016	ANIMAL SERVICES	569268		09/2016	59.94
110-2160-421.25-03	03/10/2016	ANIMAL SERVICES	568325		09/2016	17.50
110-2161-421.25-03	03/10/2016	ANIMAL SERVICES	568325		09/2016	17.50
742-2160-421.25-03	03/24/2016	ANIMAL SERVICES	569466		09/2016	85.00
110-2160-421.25-03	03/24/2016	ANIMAL SERVICES	569466		09/2016	38.19
110-2161-421.25-03	03/24/2016	ANIMAL SERVICES	569466		09/2016	38.19
742-2160-421.25-03	03/15/2016	ANIMAL SERVICES	568619		09/2016	75.00
110-2160-421.25-03	03/15/2016	ANIMAL SERVICES	568619		09/2016	2.50
110-2161-421.25-03	03/15/2016	ANIMAL SERVICES	568619		09/2016	2.50
742-2160-421.25-03	03/10/2016	ANIMAL SERVICES	568302		09/2016	320.00
110-2160-421.25-03	03/10/2016	ANIMAL SERVICES	568302		09/2016	10.98
110-2161-421.25-03	03/10/2016	ANIMAL SERVICES	568302		09/2016	10.98
110-2160-421.25-03	03/30/2016	ANIMAL SERVICES	569987		09/2016	14.00
110-2161-421.25-03	03/30/2016	ANIMAL SERVICES	569987		09/2016	14.00
110-2160-421.25-03	04/01/2016	ANIMAL SERVICES	570229		09/2016	20.00
110-2161-421.25-03	04/01/2016	ANIMAL SERVICES	570229		09/2016	20.00
110-2160-421.25-03	03/29/2016	ANIMAL SERVICES	569868		09/2016	5.96
110-2161-421.25-03	03/29/2016	ANIMAL SERVICES	569868		09/2016	5.96
742-2160-421.25-03	03/31/2016	ANIMAL SERVICES	570072		09/2016	105.00
110-2160-421.25-03	03/31/2016	ANIMAL SERVICES	570072		09/2016	15.00
110-2161-421.25-03	03/31/2016	ANIMAL SERVICES	570072		09/2016	15.00
04/29/2016 135751	FAR WEST LABORATORIES	85				1,370.00
625-4160-445.25-03	04/08/2016	ROUTINE TESTING	81795		10/2016	700.00
622-4151-444.25-03	04/08/2016	ROUTINE TESTING	81802		10/2016	670.00
04/29/2016 135752	FORD AVIATION CONSULTANTS	1220				2,175.00
628-4170-446.25-03	02/14/2016	CONTRACT SERVICES	2-2016		09/2016	725.00
628-4170-446.25-03	03/20/2016	CONTRACT SERVICES	3-2016		09/2016	725.00
628-4170-446.25-03	01/14/2016	CONTRACT SERVICES	1-2016		09/2016	725.00
04/29/2016 135753	FRANCO, ANA	888888				600.00
218-0000-204.05-00	04/12/2016	DEPOSIT REFUND	FRANCO, A		10/2016	600.00
04/29/2016 135754	G & K - SERVICES	1430				759.57
110-7210-472.25-16	04/08/2016	UNIFORM SERVICES	1057250732		10/2016	43.33
110-4120-442.25-16	04/08/2016	UNIFORM SERVICES	1057250732		10/2016	20.01
625-4160-445.25-16	04/08/2016	UNIFORM SERVICES	1057250732		10/2016	43.24
622-4152-444.25-16	04/08/2016	UNIFORM SERVICES	1057250732		10/2016	41.70
110-4140-443.25-16	04/08/2016	UNIFORM SERVICES	1057250732		10/2016	37.83
220-3130-433.25-16	04/08/2016	UNIFORM SERVICES	1057250732		10/2016	3.73
110-7213-472.25-16	04/08/2016	UNIFORM SERVICES	1057250732		10/2016	18.23
219-4110-441.27-06	04/08/2016	UNIFORM SERVICES	1057250732		10/2016	2.28
110-7213-472.25-16	04/08/2016	UNIFORM SERVICES	1057250733		10/2016	8.48
622-4151-444.25-16	04/08/2016	UNIFORM SERVICES	1057250730		10/2016	52.64
110-7210-472.25-16	04/01/2016	UNIFORM SERVICES	1057248017		10/2016	43.33
110-4120-442.25-16	04/01/2016	UNIFORM SERVICES	1057248017		10/2016	20.01

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A/P CHECKS BY PERIOD AND YEAR

FROM 04/27/2016 TO 05/09/2016

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CHECK DATE	CHECK NUMBER	VENDOR NAME	VENDOR #				CHECK AMOUNT
ACCOUNT		TRN DATE	DESCRIPTION	INVOICE	PO #	PER/YEAR	TRN AMOUNT
625-4160-	-445.25-16	04/01/2016	UNIFORM SERVICES	1057248017		10/2016	43.24
622-4152-	-444.25-16	04/01/2016	UNIFORM SERVICES	1057248017		10/2016	41.70
	-443.25-16	04/01/2016	UNIFORM SERVICES	1057248017		10/2016	37.83
220-3130-	-433.25-16	04/01/2016	UNIFORM SERVICES	1057248017		10/2016	3.73
110-7213-	-472.25-16	04/01/2016	UNIFORM SERVICES	1057248017		10/2016	18.23
219-4110-	-441.27-06	04/01/2016	UNIFORM SERVICES	1057248017		10/2016	2.28
110-7213-	-472.25-16	04/01/2016	UNIFORM SERVICES	1057248018		10/2016	8.48
110-7210-	-472.25-16	04/15/2016	UNIFORMS SERVICES	1057253407		10/2016	43.33
110-4120-	-442.25-16	04/15/2016	UNIFORMS SERVICES	1057253407		10/2016	20.01
625-4160-	-445.25-16	04/15/2016	UNIFORMS SERVICES	1057253407		10/2016	43.24
622-4152-	-444.25-16	04/15/2016	UNIFORMS SERVICES	1057253407		10/2016	41.70
110-4140-	-443.25-16	04/15/2016	UNIFORMS SERVICES	1057253407		10/2016	37.83
220-3130-	-433.25-16	04/15/2016	UNIFORMS SERVICES	1057253407		10/2016	3.73
110-7213-	-472.25-16	04/15/2016	UNIFORMS SERVICES	1057253407		10/2016	18.23
219-4110-	-441.27-06	04/15/2016	UNIFORMS SERVICES	1057253407		10/2016	2.28
110-7213-	-472.25-16	04/15/2016	UNIFORMS SERVICES	1057253408		10/2016	8.48
622-4151-	-444.25-16	04/15/2016	UNIFORMS SERVICES	1057253405		10/2016	50.44
04/29/2016	135755	GEORGE REED INC.	95				11,107.75
110-4140-	-443.27-06	03/17/2016	MATERIAL	100095227		09/2016	284.37
110-4140-	-443.27-06	03/22/2016	MATERIAL	100095432		09/2016	373.38
316-4149-	-443.42-04	01/30/2016	MISC PROFESSIONAL SERVICE	1	160195	07/2016	10,450.00
04/29/2016	135756	GOLDEN VALLEY AWARDS	99				66.30
110-2110-	-421.27-04	03/15/2016	ENGRAVING	152952		09/2016	66.30
04/29/2016		GREEN RUBBER-KENNEDY AG	1181				21.53
622-4152-	-444.27-06	04/05/2016	MISC. MAINT SUPPLIES	M-385218		10/2016	21.53
04/29/2016		GROVER LANDSCAPE SERVICES					7,782.85
	-476.24-09	03/31/2016	MISC REPAIRS	0242955		09/2016	116.19
	-476.25-15	03/31/2016	GROUNDS MAINTENANCE	0242792		09/2016	6,500.00
288-6244-	-476.25-15	03/31/2016	GROUNDS MAINTENANCE	0242793	160061	09/2016	1,166.66
04/29/2016		HILLYARD	1162				521.08
	-472.27-02	03/21/2016	JANITORIAL SUPPLIES	602007919		09/2016	173.70
	-472.27-02	03/21/2016	JANITORIAL SUPPLIES	602007919		09/2016	173.70
110-7213-	-472.27-02	03/21/2016	JANITORIAL SUPPLIES	602007919		09/2016	173.68
04/29/2016		INTERNATIONAL MAILING EQU					527.36
	-419.29-00	04/14/2016	INK CARTRIDGE	79597A		10/2016	263.68
110-1910-	-419.29-00	04/19/2016	CARTRIDGE	134754		10/2016	263.68
04/29/2016	135761	J.S. WEST PROPANE GAS	131				39.05
	-421.25-03	03/31/2016	PROPANE	62734		09/2016	19.53
110-2161-	-421.25-03	03/31/2016	PROPANE	62734		09/2016	19.52
04/29/2016	135762	LEE & PIERCE, INC.	1057				1,050.00
622-4151-	-444.25-03	04/12/2016	CONSULTING ENGINEERS	07608-AX		10/2016	1,050.00
04/29/2016	135763	LEXISNEXIS RISK SOLUTIONS	9999999				5,250.00
	-421.41-05	03/31/2016	ANNUAL FEE	800205-20160331		09/2016	5,250.00

PREPARED 05/10/2016, PROGRAM: GM350L	16:46:38	A/P CHECKS BY PERIOD A	AND YEAR			PAGE 5
City of Oakdale		FROM 04/27/2016 TO 05/	/09/2016		BANK CODE	0 0
CHECK CHECK						CHECK
	R VENDOR NAME	VENDOR #				AMOUNT
ACCOUNT #	TRN DATE	DESCRIPTION	INVOICE	PO #	PER/YEAR	TRN AMOUNT
04/29/2016 135765		158				33,621.80
628-4170-446.41-02	2 03/31/2016	ARCHITECT-ENGINEER	11622	150141	09/2016	580.00
626-4169-445.42-10	0 03/31/2016	ARCHITECT-ENGINEER	11620	150147	09/2016	4,040.00
316-4149-443.42-04	1 03/31/2016	ARCHITECT-ENGINEER	11618	150149	09/2016	1,275.00
215-4149-443.25-03	3 03/31/2016	ARCHITECT-ENGINEER	11621	150177	09/2016	1,590.00
622-4150-444.25-03	3 03/31/2016	ARCHITECT-ENGINEER	11598	150251	09/2016	96.00
349-4150-444.41-02	2 03/31/2016	ARCHITECT-ENGINEER	11627	160055	09/2016	3,455.80
621-4159-444.42-09	9 03/31/2016	ARCHITECT-ENGINEER	11625	160089	09/2016	3,700.00
624-4169-445.42-10		ARCHITECT-ENGINEER	11625	160089	09/2016	3,700.00
624-4169-445.42-10		ARCHITECT-ENGINEER	11624	160091	09/2016	3,415.00
316-4149-443.42-04		ARCHITECT-ENGINEER	11623	160167	09/2016	5,900.00
720-3110-431.25-03		ENGINEERING SERVICES	11539		09/2016	200.00
720-3110-431.25-03		ENGINEERING SERVICES	11534	150162	09/2016	110.00
720-3110-431.25-03		ENGINEERING SERVICES	11599		09/2016	200.00
720-3110-431.25-03		ENGINEERING SERVICES	11597		09/2016	330.00
720-3110-431.25-03	· · · · ·	ENGINEERING SERVICES ENGINEERING SERVICES	11594 11596		09/2016	100.00
720-3110-431.25-03		ARCHITECT-ENGINEER	11598	150160	09/2016	330.00
219-4110-441.25-03	5 03/31/2016	ARCHITECT-ENGINEER	11093	100102	09/2016 09/2016 09/2016 09/2016 09/2016 09/2016 09/2016 09/2016 09/2016 09/2016 09/2016 09/2016 09/2016 09/2016 09/2016 09/2016 09/2016	4,000.00
04/29/2016 135766						13.20
110-4120-442.27-06	5 03/25/2016	CYLINDER RENTAL	90512		09/2016	13.20
04/29/2016 135765	0.J.U.S.D.	630				6,000.00
110-7210-472.25-15		TL DAVIS MAINTENANCE	163862		10/2016	6,000.00
04/29/2016 135768	3 O'REILLY AUTOMOTIVE STO	RES, IN 62				1,090.66
110-4140-443.27-06	5 04/12/2016	MISC SUPPLIES	2721-135606		10/2016	17.01
622-4151-444.27-06	5 04/12/2016	MISC SUPPLIES	2721-135712		10/2016	313.35
622-4151-444.27-06	5 04/11/2016	MISC SUPPLIES	2721-135712 2721-135309		10/2016	211.33
110-7210-472.24-03	3 04/04/2016	VEHICLE MAINTENANCE	2721-133537		10/2016	105.38
625-4160-445.27-06	5 04/07/2016	VEHICLE MAINT SUPPLIES	2721-134354		10/2016	112.07
625-4160-445.27-06	5 04/07/2016	VEHICLE MAINT SUPPLIES	2721-133704		10/2016	141.63
110-7210-472.27-06	5 04/04/2016	VEHICLE MAINT SUPPLIES	2721-133499		10/2016	23.97
110-7210-472.24-03	3 04/04/2016	VEHICLE MAINT SUPPLIES	2721-133560		10/2016	20.91
110-7210-472.24-03	3 04/05/2016	VEHICLE MAINT SUPPLIES	2721-133705		10/2016	31.90
622-4151-444.24-03	3 04/08/2016	VEHICLE MAINT	2721-134778		10/2016	69.88
110-7210-472.24-03	3 04/05/2016	RES, IN 62 MISC SUPPLIES MISC SUPPLIES MISC SUPPLIES VEHICLE MAINTENANCE VEHICLE MAINT SUPPLIES VEHICLE MAINT SUPPLIES VEHICLE MAINT SUPPLIES VEHICLE MAINT SUPPLIES VEHICLE MAINT VEHICLE MAINT	2721-133820		10/2016 10/2016 10/2016 10/2016 10/2016 10/2016 10/2016 10/2016 10/2016 10/2016 10/2016	43.23
04/29/2016 135769		191				238.00
110-2110-421.25-06	5 10/22/2015	PRE EMPLOYMENT BAL	V00011746423		09/2016	22.00
110-2110-421.25-06		PRE EMPLOYMENT	CL000003038		10/2016	216.00
04/29/2016 135770) OAKDALE AUTO PARTS	193				117.96
110-2110-421.24-03		VEHICLE MAINTENANCE	647304		09/2016	26.14
622-4152-444.27-06		MISC. MAINT SUPPLIES	648771		10/2016	59.40
110-4140-443.27-06	5 04/13/2016	MISC. MAINT SUPPLIES	648880		10/2016	32.42
110.27 00			010000		_ ,	20.10

04/29/2016 135771 OAKDALE AUTOMOTIVE REPAIR & TI 210 593.82 110-2110-421.27-04 04/06/2016 TIRES 2011680 10/2016 593.82

PREPARED 05/10/2 PROGRAM: GM350L		16:46:38	A/P CHECKS BY PERIOD AN	ID YEAR			PAGE 6
City of Oakdale			FROM 04/27/2016 TO 05/0	09/2016		BANK CODE	0 0
CHECK CH	HECK	VENDOR NAME	VENDOR #				CHECK
ACCOUNT #		TRN DATE	DESCRIPTION	INVOICE	PO #	PER/YEAR	TRN AMOUNT
04/29/2016 13 110-2140-421.3		OAKDALE BICYCLE SHOP 03/18/2016	1045 TUNE UP	220000035854		09/2016	32.03 32.03
04/29/2016 13	35773	OAKDALE FEED & SEED 02/23/2016	200				46.82
110-2160-421.2		02/23/2016		276378		09/2016	18.57
110-2161-421.2		02/23/2016	ANIMAL SUPPLIES	276378		09/2016	18.57
110-2161-421.2	27-06	03/11/2016	ANIMAL SUPPLIES	279178		09/2016	9.68
04/29/2016 13	35774	OAKDALE LEADER	206				52.00
220-3110-431.2		OAKDALE LEADER 04/26/2016	SUBSCRIPTION RENEWAL	3600		10/2016	52.00
04/29/2016 13 110-0000-207.0		OAKDALE TOURISM AND VISI 03/31/2016	QUARTER ENDING 3/31/16	03/31/16		09/2016	18,677.21 18,677.21
04/29/2016 13	35776	OFFICE DEPOT (EASTMAN)	214				189.64
744-7240-472.2		04/11/2016	OFFICE SUPPLIES	833631583001		10/2016	189.64
04/29/2016 13	35777	ON STAR PEST CONTROL	217				80.00
622-4151-444.2	25-03	04/04/2016	CONTRACT SERVICES	102957		10/2016	80.00
04/29/2016 13	35778	P&L CONCRETE PRODUCTS	223				138.84
622-4150-444.2		03/30/2016	GREGER DRAIN	165598		09/2016	138.84
04/29/2016 13	35780	PG&E	226				14,327.50
288-6245-476.2	20-01	04/15/2016	ELECTRIC	68565167456		10/2016	9.65
288-6243-476.2	20-01	04/15/2016	ELECTRIC	01868963875		10/2016	166.01
110-4142-426.2	20-01	04/15/2016	ELECTRIC	07875298122		10/2016	19.21
288-6244-476.2	20-01	04/15/2016	ELECTRIC	47013986097		10/2016	26.64
286-6230-476.2	20-01	04/19/2016	ELECTRIC	98085099004		10/2016	10.51
627-4170-446.2	20-01	04/20/2016	ELECTRIC	07028519473		10/2016	904.02
217-7230-472.2	20-01	04/20/2016	ELECTRIC	12937367741		10/2016	1,660.28
217-7230-472.2	20-02	04/20/2016	GAS	12937367741		10/2016	56.40
110-1910-419.2		04/20/2016	ELECTRIC	18246929329		10/2016	2,880.36
110-1910-419.2		04/20/2016	GAS	18246929329		10/2016	46.26
219-4110-441.2			ELECTRIC	07228975343		10/2016	193.81
219-4110-441.2		04/20/2016	GAS	07228975343		10/2016	22.25
625-4160-445.2		04/20/2016	ELECTRIC/GAS	07228975343		10/2016	432.08
622-4152-444.2			ELECTRIC/GAS	07228975343		10/2016	432.08
288-6242-476.2		04/20/2016	ELECTRIC	79258195720		10/2016	9.86
217-7260-472.2		04/20/2016	ELECTRIC/GAS	71493181177		10/2016	1,999.30
622-4150-444.2		04/20/2016	ELECTRIC	45427294660		10/2016	927.08
622-4152-444.2		04/20/2016	ELECTRIC	44133562536		10/2016	1,707.09
217-7270-472.2		04/21/2016	ELECTRIC	63063551012		10/2016	53.60
288-6241-476.2		04/22/2016	ELECTRIC	29646608462		10/2016	100.18
285-6220-476.2		04/22/2016 04/22/2016	ELECTRIC ELECTRIC	16364492971		10/2016 10/2016	759.12
627-4170-446.2 627-4170-446.2		04/22/2016	ELECTRIC	86502703126 44024983676		10/2016	240.21 63.07
627-4170-446.2		04/22/2016	ELECTRIC 0007533213-0	44024983676 529288		10/2016	632.00
622-4151-444.2		04/22/2016	ELECTRIC 0007533213-0 ELECTRIC 0007533211-4	529290		10/2016	976.43
022-4101-444.2	20-01	01/22/2010	ELECINIC 000/000211-4	$J \leq J \leq J \cup$		T0/2010	210.43

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PROGRAM: G City of Oa	M350L kdale		FROM 04/27/2016 TO 05/0	9/2016		BANK CODE	0 0
CHECK	CHECK		VENDOR #				CHECK AMOUNT
ACCOUNT	#	TRN DATE	DESCRIPTION	INVOICE	PO #	PER/YEAR	TRN AMOUNT
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110-2110	-421.24-03	04/19/2016	CAR WASHES	S1-00230		09/2016	140.00
625-4160	-445.24-03	04/19/2016	CAR WASHES	SI-00230		09/2016	7.00
219-4110	-441.24-03	04/19/2016	CAR WASHES	SI-00230 SI-00230 SI-00230		09/2016	3.50
110-2160	-421.25-03	04/19/2016	CAR WASHES	SI-00230		09/2016	10.50
110-2161	-421.25-03	04/19/2016	CAR WASHES	SI-00230		09/2016	7.00
218-7220	-472.24-03	PRIME SHINE 04/19/2016 04/19/2016 04/19/2016 04/19/2016 04/19/2016 04/19/2016	CAR WASHES	SI-00230 SI-00230 SI-00230 SI-00230 SI-00230 SI-00230		09/2016	3.50
04/29/2016		REDD, KERI	5555555 REIMB FOR HOTEL (TRAINING				916.00
110-2110	-421.16-02	04/15/2016	REIMB FOR HOTEL (TRAINING	REDD, K		10/2016	916.00
04/29/2016						/	3,345.64
	-411.25-03		CONTRACT SERVICES	5874		09/2016 09/2016	1,672.82
	-444.25-03		CONTRACT SERVICES	5874		09/2016	836.41
625-4160	-445.25-03	03/31/2016	CONTRACT SERVICES	5874		09/2016	836.41
04/29/2016	135784	SAFE-T-LITE OF MODESTO					286.16
110-4140	-443.27-06	03/30/2016	ASHPALT RAKE	323910		09/2016	131.67
110-4140	-443.27-06	04/01/2016	STREET SIGNS	324009		10/2016	86.50
110-4140	-443.27-06	04/01/2016	STREET SIGNS	324011		10/2016	67.99
04/29/2016	135785	SIEMENS INDUSTRY INC.	1384 T/S MAINTENANCE REPAIR REPAIR				18,676.60
110-4142	-426.25-03	03/30/2016	T/S MAINTENANCE	5610010274		09/2016	337.08
110-4142	-426.27-06	03/31/2016	REPAIR	5610014210		09/2016	7,852.10
110-4142	-426.27-06		REPAIR	5610014210 5610001344		09/2016 09/2016	7,585.32
	-426.27-06	03/31/2016	REPAIR	5610014220		09/2016	2,902.10
04/29/2016	135786	SIGNS BY RANDY	265				704.93
	-421.27-04		REPLACEMENT DECAL MCU	4/8/16		10/2016	704.93
04/29/2016	135787	SOUTHERN COUNTIES FUELS	1182				6,010.51
110-0000	-217.00-00	04/05/2016	FUEL	0565647-IN		10/2016	128.10
110-0000	-218.00-00	04/05/2016	FUEL	0565647-IN		10/2016	35.00
110-0000	-218.00-00		FUEL	0565647-IN		10/2016 10/2016 10/2016 10/2016 10/2016	48.96-
110-0000	-217.00-00	04/12/2016	FUEL			10/2016	137.25
	-218.00-00		FUEL	0570675-IN 0570675-IN		10/2016	37.50
	-218.00-00		FUEL	0570675-IN 0570675-IN		10/2016 10/2016 10/2016	52.79-
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	-140.00-00	04/12/2016	AUTOMOTIVE	0576296-IN		10/2016	1,441.75
	-140.00-00	04/12/2016	AUTOMOTIVE	0570675-IN		10/2016	484.98
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		SPONSEL, REYANNE C.	7777777	CDONCET D		10/2016	400.00
210-0000	-204.06-00	04/18/2016	DEPOSIT REFUND	SPONSEL, R		10/2016	400.00

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622-4152-444.2	5-03	03/21/2016	ANNUAL FEE ANNUAL FEE ANNUAL FEE	IN0001477		09/2016	293.50
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510-1910-419.2	5-03	04/25/2016 04/30/2016	DENTAL BENEFITS ADMIN	38739		10/2016	356.15
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742-2160-421.2		03/30/2016	OFFICE SUPPLIES	3297497295		09/2016	363.11
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219-4110-441.2		04/02/2016	OFFICE SUPPLIES	3296475106 3298342703		10/2016	10.80
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622-4153-444.2		04/01/2016	FINANCIAL SERVICE	118075	160016	10/2016	3,183.47
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285-6220-476.2	5-03	04/01/2016	TREE REMOVAL	4545		10/2016	45.00
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04/29/2016 135 110-4140-443.27 110-4140-443.27	7-06	UNKE, INC. 04/08/2016 04/08/2016	1518 ROAD BASE ROAD BASE	UN-4157 UN-4155		10/2016 10/2016	211.56 156.77 54.79
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05/05/2016 135 110-0000-219.19		CALIFORNIA STATE DIS 05/06/2016	SBURSEMENT 1361 PAYROLL SUMMARY	20160506		11/2016	301.84 301.84
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DATE RANGE TOTAL *

222,265.53 *

Waive Readings of Ordinances/Resolutions Except by Title.



CITY OF OAKDALE CITY COUNCIL STAFF REPORT

Date: May 16, 2016

To: Mayor and City Council

From: Thom Clark, Public Services Director

Subject: Consideration of Awarding a Bid to R&K Automatic Gate & Access in the Amount of \$12,483.47 from Wastewater Treatment Plant Fund 622 for a Security Gate at the Wastewater Treatment Plant

I. BACKGROUND

The entrance to Oakdale's Wastewater Treatment Plant (WWTP) currently has a manually operated gate. This means that during working hours the gate is always open. This allows easy entry by unauthorized personnel. We often have people looking for the Animal Control Facility come to the WWTP office, for instance. The WWTP is an inherently dangerous environment for the general public to enter, so a security gate is needed to control access.

II. DISCUSSION

Staff has solicited bids from three firms for the gate hardware and installation. The bids are as follows:

Contractor	Bid
R&K Automatic Gate & Access	\$12,483.47
R&S Erection Tri-County Inc.	S15,998.00
Valley Entry Systems, Inc.	\$15,710.00

III. FISCAL IMPACT

R&K Automatic Gate & Access is the low bidder with a bid of \$12,483.47. Monies are available in this year's budget under the WWTP Fund 622

IV. RECOMMENDATION

Move that the City Council adopt the resolution awarding a bid to R&K Automatic Gate & Access in the amount of \$12,483.47 from Wastewater Treatment Fund 622.

V. ATTACHMENTS

Attachment A: Draft City Council Resolution 2016-___ A Resolution of the City of Oakdale City Council Awarding a bid to R&K Automatic Gate and Access in



SUBJECT:WWTP Security GateMEETING DATE:May 16, 2016

the amount of \$12,483.47 from Wastewater Treatment Plant Fund 622 for a security gate at the Wastewater Treatment Plant.



IN THE CITY COUNCIL OF THE CITY OF OAKDALE STATE OF CALIFORNIA CITY COUNCIL RESOLUTION 2016-__

A RESOLUTION OF THE CITY OF OAKDALE CITY COUNCIL AWARDING A BID TO R&K AUTOMATIC GATE & ACCESS IN THE AMOUNT OF \$12,483.47 FROM WASTEWATER TREATMENT PLANT FUND 622 FOR A SECURITY GATE AT THE WASTEWATER TREATMENT PLANT

THE CITY OF OAKDALE CITY COUNCIL DOES HEREBY RESOLVE THAT:

WHEREAS, the Oakdale Wastewater Treatment Plant does not currently have a gate that is able to prevent access to the Plant by the general public; and

WHEREAS, the Wastewater Treatment Plant is an inherently dangerous environment suitable for access by professionals only; and

WHEREAS, an automatic gate will prevent access to the plant by persons that should not enter the grounds; and

WHEREAS, staff has procured three bids for an automatic security gate and the low bidder is R&K Automatic Gate & Access; and

NOW, THEREFORE, BE IT RESOLVED that the **CITY COUNCIL** hereby awards the low bid for a security gate to R&K Automatic Gate & Access in the amount of \$12,483.47 to be paid from Wastewater Treatment Plant Fund 622.

THE FOREGOING RESOLUTION IS HEREBY ADOPTED THIS 16st DAY OF MAY 2016, by the following votes:

AYES:COUNCIL MEMBERS:NOES:COUNCIL MEMBERS:ABSENT:COUNCIL MEMBERS:ABSTAINED:COUNCIL MEMBERS:

SIGNED:

Pat Paul, Mayor

ATTEST:

Kathy Teixeira, CMC City Clerk



CITY OF OAKDALE CITY COUNCIL STAFF REPORT

Date: May 16, 2016

To: Mayor and City Council

From: Colleen Andersen, Management Analyst

Reviewed by: Thom Clark, Public Services Director

Subject: Consideration of a Resolution Authorizing the City Manager to Execute an Agreement with Disability Access Consultants, Inc. for an ADA Self-Evaluation and Transition Plan to be Funded From Gas Tax Fund 215

I. BACKGROUND

The Americans with Disabilities Act (ADA) mandates local government to provide equal opportunity for individuals with disabilities. The ADA Title II requires public entities with 50 or more employees to develop a transition plan which develops inaccessible facilities, programs, services, and activities to be accessible for individuals with disabilities.

II. DISCUSSION

On February 3, 2016, the Public Services Department staff solicited a Request for Proposal (RFP) for an ADA Self-Evaluation and Transition Plan. On March 4, 2016, the City received Proposals from 3 firms:

- 1. Disability Access Consultants
- 2. MIG
- 3. Sally Swanson Architects, Inc.

Staff reviewed the proposals submitted by these consultants on the basis of several criteria, including experience, cost of services and general quality of the submitted proposal. After careful consideration, staff recommends Disability Access Consultants (DAC) as the most qualified firm.

DAC has extensive experience during the past 18 years in assisting public entities to comply and implement accessibility requirements in accordance with the ADA, Title 24 of the California Building Code, Section 504 and related federal, state and local disability-related nondiscrimination laws and regulation. DAC has also recently completed an ADA Self-Evaluation and Transition Plan for the City of Waterford. DAC comes highly recommended by the City of Waterford.



 SUBJECT:
 Consideration of a Resolution Authorizing the City Manager to Execute an Agreement with Disability Access Consultants, Inc. for an ADA Self-Evaluation and Transition Plan

 MEETING DATE:
 May 16, 2016

III. FISCAL IMPACT

In November of 2014, the City Council approved a budget of \$50,000 for Fiscal Year 2015/16 as well as Fiscal Year 2016/17 for a total budget of \$100,000 from the Gas Tax Fund 215 for the preparation of an ADA Self-Evaluation and Transition Plan.

IV. RECOMMENDATION

That the City Council adopt the Resolution Authorizing the City Manager to Execute an Agreement with Disability Access Consultants for a ADA Self Evaluation and Transition Plan in the Amount of \$58,595.00, to be Funded from Gas Tax Fund 215.

V. ATTACHMENTS

Attachment A:Draft City Council Resolution 2016-__Attachment B:Consultant AgreementExhibit A:Scope of WorkExhibit B:Cost of Services



IN THE CITY COUNCIL OF THE CITY OF OAKDALE STATE OF CALIFORNIA CITY COUNCIL RESOLUTION 2016-_

A RESOLUTION OF THE CITY OF OAKDALE CITY COUNCIL AUTHORIZING THE CITY MANAGER TO EXECUTE AN AGREEMENT WITH DISABILITY ACCESS CONSULTANTS FOR AN ADA SELF-EVALUATION AND TRANSITION PLAN IN THE AMOUNT OF \$58,595.00, TO BE FUNDED FROM GAS TAX FUND 215

THE CITY OF OAKDALE CITY COUNCIL DOES HEREBY RESOLVE THAT:

WHEREAS, the Americans with Disabilities Act mandates local government to provide equal opportunity for individuals with disabilities; and

WHEREAS, the ADA Title II requires public entities with 50 or more employees to develop a transition plan which develops inaccessible facilities, programs, services, and activities to be accessible for individuals with disabilities; and

WHEREAS, the Public Services Department staff solicited a Request for Proposal (RFP) for an ADA Self-Evaluation and Transition Plan and received Proposals from 3 firms; and

WHEREAS, after review of the proposals received, Staff recommends Disability Access Consultants as the most qualified firm; and

WHEREAS, the Project is to be Funded from Gas Tax Fund 215; and

WHEREAS, Staff recommends that the City Council authorize the City Manager to execute an agreement with Disability Access Consultants for an ADA Self-Evaluation and Transition Plan.

NOW, THEREFORE, BE IT RESOLVED that the **CITY COUNCIL** of the **CITY OF OAKDALE** hereby authorizes the City Manager to Execute an Agreement with Disability Access Consultant for an ADA Self-Evaluation and Transition Plan the Amount of \$58,595.00, to be Funded Gas Tax Fund 215.

THE FOREGOING RESOLUTION IS HEREBY ADOPTED THIS 16th DAY OF MAY, 2016, by the following vote:

AYES:COUNCIL MEMBERS:NOES:COUNCIL MEMBERS:ABSENT:COUNCIL MEMBERS:ABSTAINED:COUNCIL MEMBERS:

Signed:

ATTEST:

Pat Paul, Mayor

Kathy Teixeira, CMC City Clerk

CONSULTANT AGREEMENT CITY OF OAKDALE AND CONSULANT FOR THE CITY OF OAKDALE ADA SELF-EVALUATION AND TRANSITION PLAN

This Agreement is made and entered into this _____day of ______, by and between CITY OF OAKDALE (CITY) and **DISABILITY ACCESS CONSULTANTS**, (CONSULTANT) regarding **ADA SELF-EVALUATION AND TRANSITION PLAN PROJECT** hereinafter referred to as (PROJECT).

WITNESETH:

CITY desires to retain the services of CONSULTANT regarding services for the "PROJECT". CONSULTANT desires to perform the services requested by CITY regarding the PROJECT on the terms and conditions set forth below.

NOW, THEREFORE, the parties agree as follows:

1. Description of Work

CONSULTANT shall perform the work set forth in Exhibit A, attached hereto and made a part hereof.

CONSULTANT shall provide all labor, equipment, material and supplies required or necessary to properly, competently and completely perform the work or render the services under this Agreement. CONSULTANT shall determine the method, details and means of doing the work or rendering the services.

2. <u>Compensation</u>

The total cost of the PROJECT described in Exhibit B hereof shall not exceed **\$58,595.00**. Compensation shall be on a time-and-expense basis, based on the work described in Exhibit A.

3. <u>Term and Time For Completion</u>

This Agreement shall become effective on the date first hereinabove written and will

continue in effect until the services provided herein have been completed, unless sooner terminated as provided in Paragraph 9.

4. Payment For Services

CONSULTANT shall submit to CITY monthly itemized bills for the services rendered. If the work is satisfactorily completed, CITY shall pay such bill within thirty (30) days of its receipt. Should CITY dispute any portion of any bill, CITY shall pay the undisputed portion within the time stated above, and at the same time advise CONSULTANT in writing of the disputed portion within 14 days.

5. <u>Compliance With Laws</u>

CONSULTANT agrees that it shall conduct its work and perform its services in compliance with all laws and regulations of CITY OF OAKDALE, COUNTY OF STANISLAUS and STATE OF CALIFORNIA, and any officer, department or agency thereof, as well as other laws and regulations as may be applicable thereto.

6. Errors and Omissions Insurance

CONSULTANT shall have such errors and omissions insurance as shall protect CITY, it's officers, directors, employees and agents from claims based on alleged errors or negligent acts or omissions which may arise from CONSULTANT's operations or performance under this Agreement, whether claims be made during or subsequent to the term of this Agreement, and whether such operations or performance be by CONSULTANT or its employees, consultants, agents or anyone else directly or indirectly employed by any of the foregoing. The amount of this insurance shall not be less than \$1,000,000.

Said policy shall be continued in full force and effect during the term of this Agreement and for a period of three (3) years following the completion of the services provided for in this Agreement. In the event of termination of said policy, new coverage shall be obtained for the required period to insure for the prior acts of CONSULTANT during the course of performing services under the terms of this Agreement.

CONSULTANT shall provide to CITY a certificate of insurance on a form acceptable to CITY indicating the deductible or self-retention amounts and the expiration date of said policy, and shall provide renewal certificates within ten (10) days after expiration of each policy term.

7. <u>General Insurance</u>

CONSULTANT shall, at its expense, maintain in effect at all times during the duration of this Agreement not less than the following coverage and limits of insurances:

- <u>Workers Compensation</u> CONSULTANT shall carry such insurance as will protect CITY and CONSULTANT from claims under Worker's Compensation and Employers' Liability Acts; such insurance to be maintained as to the type and amount in strict compliance with State statutes. This insurance shall also waive all right to subrogation against CITY, its employees, directors, officers and agents.
- 2. <u>General Liability</u>. CONSULTANT shall obtain and keep in full force and effect general liability insurance including provisions for contractual liability, personal injury, independent CONSULTANTs and broad form property damage coverage. This insurance shall be on a comprehensive occurrence basis form with a standard cross liability clause or endorsement. The limit for this insurance shall be no less than \$1,000,000 per occurrence for bodily injury, personal injury and property damage. If commercial General Liability Insurance or other form with a general aggregate limit is used, either the general aggregate limit shall apply separately to this service/location or the general aggregate limit shall be twice the required occurrence limit.
- 3. <u>Automobile Liability</u>. CONSULTANT shall maintain automobile liability insurance with coverage for any vehicle including those owned, leased,

rented or borrowed. This insurance shall have a standard cross liability clause or endorsement. The limit amount for this insurance shall be no less than \$1,000,000 per occurrence combined single limit for bodily injury and property damage.

4. <u>Certificates of Insurance</u>. Prior to commencement of any work, CONSULTANT shall provide CITY with certificates of insurance evidencing that all insurance and/or endorsements required by this Agreement have been obtained and are in full force and effect. Approval of the insurance by CITY shall not relieve or decrease any liability of CONSULTANT. The certificates and policies shall provide that thirty (30) days' written notice of any material change, reduction in coverage or cancellation of the insurance policies will be provided to CITY. In addition, in the event any change is made in the insurance carrier, policies or nature of coverage required under this Agreement, CONSULTANT shall notify CITY prior to making such changes.

Such insurance shall include a provision for endorsement naming CITY, its officers, directors, employees and agents as additional insured's with respect to liability arising out of the performance of any work under this Agreement, and providing that such insurance is primary insurance with respect to the interest of CITY and that any other insurance maintained by CITY is excess and not contributing insurance with the insurance required hereunder.

- 5. All companies shall be licensed by the California Department of Insurance to write the type of insurance provided.
- 8. Indemnification and Hold Harmless

CONSULTANT shall protect, indemnify, hold harmless and defend CITY, its directors, officers, employees and agents, from any and all claims, fines, demands, costs,

expenses (including but not limited to attorney's fees and costs of litigation or arbitration), liability, losses, penalties, causes of action, awards, suits or judgments for damages of any nature whatsoever (hereinafter collectively referred to as "Claims") to the extent arising out of the breach of this Agreement in whole or in part by, or willful or fraudulent misconduct or negligent acts, errors or omissions by CONSULTANT, its employees, agents or consultants, or the agent, employee or consultant of any one of them in the performance of their duties or in their operations under this Agreement, but not including the sole or active negligence or the willful misconduct of CITY.

Neither termination of this Agreement nor completion of the acts to be performed under this Agreement shall release CONSULTANT from its obligations to indemnify as to any claims so long as the event upon which such Claims is predicated shall have occurred prior to the effective date of any such termination or completion and arose out of or was in any way connected with performance or operations under this Agreement by CONSULTANT, its employees, agents or consultants, or the employee, agent or consultant of any one of them.

Submission of insurance certificates or other proof of compliance with the insurance requirements in this Agreement does not relieve CONSULTANT from liability under this indemnification and hold harmless clause. The obligation of this indemnity article shall apply whether or not such insurance policies shall have been determined to be applicable to any of such damages or claims for damages.

9. <u>Termination</u>

This Agreement may be terminated at any time and for any reason by CITY upon five (5) days advance written notice. In the event of such termination, CONSULTANT is to be fairly compensated for all work performed to the date of termination as calculated by CITY based on Paragraph 2 hereof, provided that such compensation shall not in any case exceed the maximum sum set forth in Paragraph 2 hereof. Compensation under this

- 5 -

paragraph shall not include costs related to lost profit associated with the expected completion of the work or other such payments relating to the benefit of the bargain.

10. <u>Attorney's Fees</u>

In the event that any arbitration, litigation or other action or proceeding of any nature between CITY and CONSULTANT becomes necessary to enforce or interpret all or any portion of this Agreement or because of an alleged breach by either party of any of the terms hereof, it is mutually agreed that the losing or defaulting party shall pay the prevailing party's reasonable attorney's fees, costs and expenses incurred in connection with the prosecution or defense of such action or proceeding.

11. Entire Agreement

This writing constitutes the entire Agreement between the parties relative to the services specified herein, and no modifications hereof shall be effective unless and until such modification is evidenced by a writing signed by both parties to this Agreement. There are no understandings, agreements, conditions, representations, warranties or promises with respect to the subject matter of this Agreement except those contained in or referred to in this writing.

12. Non-Collusion

CONSULTANT will sign a non-collusion affidavit pursuant to California Public Contract Code Section 7106.

13. Mediation and Arbitration

The parties shall comply with California Public Contract Code Sections 20104, et seq.

14. Prevailing Wage

Pursuant to Section 1770, et seq., of the California Labor Code, the CONSULTANT shall pay not less than the prevailing rate of per diem wages as determined by the Director of the California Industrial Relations Department.

- 6 -

15. Independent CONSULTANT

It is expressly understood and agreed by the parties hereto that CONSULTANT's relationship to CITY is that of an independent CONSULTANT. All persons hired by CONSULTANT and performing the work shall be CONSULTANT's employees or agents. CITY shall not be obligated in any way to pay any wages or other claims by any such employees or agents or any other person by reason of this Agreement. CONSULTANT shall be solely liable to such employees and agents for losses, costs, damage of injuries by said employees or agents during the course of the work.

16. Successors and Assignment

This Agreement shall be binding on the heirs, successors, executors, administrators and assigns of the parties; however, CONSULTANT agrees that it will not assign, transfer, convey or otherwise dispose of this Agreement or any part thereof, or its rights, title or interest therein, or its power to execute the same without the prior written consent of CITY.

17. Severability

If any provision of this Agreement is held to be unenforceable, the remainder of this Agreement shall be severable and not affected thereby.

18. Waiver of Rights

Any waiver at any time by either party hereto of its rights with respect to a breach or default, or any other matter arising in connection with this Agreement, shall not be deemed to be a waiver with respect to any other breach, default or matter.

19. <u>Remedies Not Exclusive</u>

The use by either party of any remedy specified herein for the enforcement of this Agreement is not exclusive and shall not deprive the party using such remedy of, or limit the application of any remedy provided by law.

20. Notices

All notices, statements, reports, approvals or requests or other communications that are

required either expressly or by implication to be given by either party to the other under this Agreement shall be in writing and signed for each party by such officers as each may, from time to time, authorize in writing to so act. All such notices shall be deemed to have been received on the date of delivery if delivered personally or three (3) days after mailing if enclosed in a properly addressed and stamped envelope and deposited in the U.S. post office for delivery. Unless and until formally notified otherwise, all notices shall be addressed to the parties at their addresses shown below:

CITY OF OAKDALE 280 North Third Avenue Oakdale, CA 95361

CONSULTANT:

Company Name: Address:	Disability Access Consultants 2243 Feather River Blvd.
	Oroville, CA 95965
Phone:	800.743-7067
Email:	bthorpe@dac-corp.com

21. Sub-CONSULTANTs

No subcontract shall be awarded or an outside CONSULTANT engaged by CONSULTANT

unless prior written approval is obtained from CITY except as designated in the PROJECT.

IN WITNESS WHEREOF the parties execute this Agreement on the day and year first

hereinabove written.

CITY OF OAKDALE

CONSULTANT

BRYAN WHITEMYER, City Manager

Name: Title:

ATTEST:

KATHY TEIXEIRA, CMC City Clerk APPROVED AS TO FORM:

THOMAS HALLINAN, City Attorney

Exhibit A Scope of Work

The following is a scope of services for the development of the City's ADA Self-Evaluation and Transition Plan.

- 1. Conducting a self-evaluation of all relevant public facilities, programs, services, and activities, to include research, field data collection, and data analysis,
- 2. Coordinating the involvement of various stakeholders to include elected officials, City staff, disability advocacy groups, and the general public throughout the process,
- 3. Developing a Transition Plan which will identify and prioritize current pedestrian barriers, provide a schedule for barrier removal, as well as establish procedures for addressing future accessibility issues,
- 4. Providing management, monitoring, and tracking tools that will allow staff to manage current and future accessibility issues, update the deficiency status, and generate reports to show progress in meeting the Transition Plan.

Phase I: Self-Evaluation

- Meet with designated City staff, hereinafter referred to as "ADA Compliance Team", to discuss project expectations, survey methodology and a schedule for project deliverables. This will be an opportunity for the Consultant to review and clarify questions related to the project's scope and familiarize themselves with important issues and availability of resources. It's the intention of the City for the Consultant to serve in a project management capacity throughout the project with general direction from the ADA Compliance Team.
- 2. Meet with a group of citizen stakeholders comprised of disability advocates, handicapped citizens, and general members of the public, hereinafter referred to as the "ADA Advisory Team", to describe the process, timeline, and expectations associated with both phases of work, as well as receive any general input they may provide.
- 3. Conduct field surveys of City facilities, parks and parking lots (refer to attachments) that may be accessed by the public and are therefore required for review and inclusion by ADA. The surveys will focus on the evaluation of architectural barriers, including path of travel, both in the public right-of-way within and around the facility, and provide an initial recommendation in terms of priority for barrier removal.
- 4. Due to limited City staff availability it is the intent of the City that these field surveys be largely conducted by the Consultant solely; surveys requiring City staff assistance should be coordinated through the ADA Compliance Team and scheduled in a way that minimizes the impact to the regular workloads of the applicable staff members.
- 5. Compile survey data in a useable and easily accessible format, which should include a version compatible with Microsoft Excel. Compile data and meet with ADA Compliance Team to review and analyze data gathered from the survey process.

- 6. The Consultant shall develop and provide the City with a city-wide reference project map. The map shall fully show distinct point for each identified barrier to access. The map should be in an AutoCAD and GIS format to include all shape files.
- 7. Produce a Field Survey Report, which will be a detailed report that profiles the various deficiencies found. This report should be provided in both printed (color) and electronic (PDF and Microsoft Word) formats, with members of both teams provided a copy of each. This may also include a presentation component that outlines material provided in the report.
- 8. Present the facility survey report to the ADA Compliance Team. Solicit and record all feedback, as well as make changes as directed by the team.
- 9. Present the facility survey report to a joint meeting of the ADA Compliance Team and the ADA Advisory Team. Solicit and record all feedback.

Phase II: Transition Plan Development

- Develop a first draft of the ADA Transition Plan (Plan) based on prior research and data collection, the Field Survey Report, recommended priority levels typically associated with each type of deficiency, and determine available funding working with the ADA Compliance Team. Include any recommended changes to funding levels necessary to achieve the recommended goals.
- 2. Meet with the ADA Compliance Team to review the draft document, identify project priorities, and solicit feedback for refining the various components. Incorporate any comments or changes made by this team into the draft Plan.
- 3. Meet with the ADA Advisory Team to review the draft document, identify project priorities, and solicit feedback for refining the various components. The Consultant shall document all suggestions.
- 4. Meet with members of the community at-large at an advertised public meeting, to be held in the evening on a weekday, to review the draft document, identify project priorities, and solicit feedback for refining the various components. The Consultant shall document all comments and suggestions. In addition to standard advertising requirements (see City Clerk), the Consultant shall engage in a concerted public outreach effort prior to this meeting using a variety of mediums. This effort should include (at a minimum) weekly advertisements in the Oakdale Leader in the four weeks leading up to the meeting and a notice posted on the City's website for the same duration.
- 5. Meet with the ADA Compliance Team to review the feedback from all teams and members of the public and develop recommendations on potential changes. All changes should then be incorporated into the second draft.
- 6. Prepare and produce a second draft of the ADA Transition Plan (completed) that is clear, concise, and user-friendly. It should include a detailed description of identified barriers, as well as the schedule or plan identified for removing those barriers and a summary of the public input received.
- 7. Present (3) copies of the second draft Plan to the ADA Compliance Team and (5)

Copies of the second draft Plan to the ADA Advisory Team for final comments and suggestions. These documents should clearly be denoted as "draft" on the cover. The Consultant shall seek concurrence from both teams and the CSJVRMA prior to presentation of the Plan to the City Council and incorporate any final changes as appropriate. These changes shall result in the third (final) draft.

- 8. Provide to the ADA Compliance Team (5) printed, full-color copies of the final draft ADA Transition Plan, as well as (5) electronic copies on either CD or DVD. Also, provide a summary of the project, to include an overview of the process, the comments received, participation of various stakeholders, and end result. This summary will be provided to the City Council and released to the public.
- 9. Present the final draft ADA Transition Plan at a regularly scheduled council meeting (TBD) for discussion and adoption by the City Council.
- 10. The Consultant shall provide the City with an electronic database of items contained in the Facility Survey Report. This database should be in a Microsoft Excel format.
- 11. The Consultant shall provide the City with an electronic version of the ADA Transition Plan This document should be in a Microsoft Word and PDF format.
- 12. The Consultant shall provide the City with a database-driven electronic monitoring, tracking, and management mechanism at project completion that allows for reviewing and updating progress in barrier removal, to include generating reports of such progress and annual compliance review checklist.
- 13. The Consultant shall develop and provide the City with a city-wide reference project map to be included in the Transition Plan. The map shall fully show distinct point for each identified barrier to access. The map should be in an AutoCAD and GIS format to include all shape files.

Exhibit B Cost of Services



Cost Estimates of Consulting Fee

The fee schedule below is a TOTAL COST inclusive fee proposal based on an hourly rate schedule with a "not to exceed" cost for all work identified in the RFP and addendums, and includes all expenses. All staff are direct employees of DAC and no subcontractors are used.

Team Member	Task/Activity	Total Hours	Rate	Costs
Project Manager	Kick-off Meeting, Meetings with City and other ADA Compliance and Advisory Teams, Coordination of Tasks and Project Updates for Designated City Staff	64	120.00	7,680
Director of Operations	Coordinate and schedule sites, provide project updates	25	65.00	1,625
Facility Inspection Team Leader	Quality Control/Meetings with City and other ADA Compliance and Advisory Teams/Facility Inspections/Coordination of Team/Training	82	95.00	7,790
Facility Inspectors	Facility Inspections of Buildings, Parks and Parking Lots	440	75.00	33,000
Policy and Procedures Specialist/Project Manager	Evaluation of Policies, Procedures, Practices, Alternate Formats, Communication Methods for Self- Evaluation; Development of Self-Evaluation; public input, public outreach	45	120.00	5,400
Information Specialist	Prepare software, deliver software, custom reports DACTrak Training	15	No charge	0
Report editors	Quality assurance	25	80.00	2,000
Clerical assistance	Production, printing costs for color copies, binders	20	55.00	1,100
•	TOTAL COST In	cludes all	expenses	58,595

Respectfully submitted by Barbara Thorpe, President

Barbara Thorpe



CITY OF OAKDALE CITY COUNCIL STAFF REPORT

Meeting Date:	May 2, 2016
То:	Mayor Pat Paul and Members of the City Council
From:	Miranda Lutzow, Management Analyst
Reviewed by:	Bryan Whitemyer, City Manager
Subject:	Part-Time Salary Schedule Adjustments

I. BACKGROUND

The City's Rules and Regulations for the Employment of Part-Time and Temporary Employees identify a number of part-time and temporary employment classifications and include salary schedules based on an hourly rate of pay for these positions (Attachment B.) The current part-time salary schedule was last updated in July 2015.

II. DISCUSSION

Since the last part-time salary schedule update, the State government has approved a minimum age increase. Effective January 1, 2016, the minimum wage increased from \$9.00 to \$10.00 per hour. Although staff has adjusted salaries to comply with the new law, this proposed part-time and temporary salary schedule is being brought to Council for formal adoption.

III. FISCAL IMPACTS

The only departments that have been impacted by the minimum wage increase has been Parks & Recreation (Lifeguards) and the Police Department (School Crossing Guards). There are no other part-time positions affected. No appropriations were needed to cover the increased costs in the FY 2015-16 budget. The increase will be included in the proposed FY 2016-17 budget.

IV. RECOMMENDATION

Adopt the Resolution Approving the Revisions to the Salary Schedule for Part-Time and Temporary Employees.

V. ATTACHMENTS

Attachment A:Draft City Council Resolution 2016-__Attachment B:Part-time Salary Schedule



IN THE CITY COUNCIL OF THE CITY OF OAKDALE STATE OF CALIFORNIA CITY COUNCIL RESOLUTION 2016-__

A RESOLUTION OF THE CITY OF OAKDALE CITY COUNCIL APPROVING REVISIONS TO THE SALARY SCHEDULE CONTAINED IN THE RULES AND REGULATIONS FOR EMPLOYMENT OF PART-TIME AND TEMPORARY EMPLOYEES

THE CITY OF OAKDALE CITY COUNCIL DOES HEREBY RESOLVE THAT:

WHEREAS, from time to time the City has a need to employ individuals in positions that are part-time or temporary in nature which provide important services including seasonal or part-time work requiring specific skills, certifications and training; and

WHEREAS, the City has adopted formal rules and regulations regarding the employment of part-time and temporary employees which include a salary schedule establishing an hourly rate of pay for these part-time and temporary positions; and

WHEREAS, it is important that the salary schedule for these important part-time and temporary employees reflect current minimum wage rates as well as salary rates in the local market which reflect the required specialized training, certifications and training.

NOW, THEREFORE, BE IT RESOLVED that the **CITY COUNCIL** of the **CITY OF OAKDALE** hereby approves the revisions to the Salary Schedule for Part-Time and Temporary Employees as contained within the applicable Rules and Regulations for Employment of Part-Time and Temporary Employees identified in Exhibit A, attached hereto.

THE FOREGOING RESOLUTION IS HEREBY ADOPTED THIS 16TH DAY OF MAY, 2016, by the following vote:

AYES:COUNCIL MEMBERS:NOES:COUNCIL MEMBERS:ABSENT:COUNCIL MEMBERS:ABSTAINED:COUNCIL MEMBERS:

SIGNED:

Pat Paul, Mayor

ATTEST:

CITY OF OAKDALE

RULES AND REGULATIONS FOR THE EMPLOYMENT OF PART-TIME AND TEMPORARY EMPLOYEES

SECTION I - DEFINITION

A. Part-Time Employees

Part-time employees are those hired for less than 30 hours per week, but who work on a regularly scheduled basis with an indefinite employment period.

B. Temporary Employees

Temporary employees are those hired for a period of less than six months on either a part or full-time basis.

SECTION 2 - METHOD OF SELECTION

Selection and appointment of all temporary and part-time employees shall be subject to Section 2 of the City of Oakdale Merit System Rules and Regulations dealing with recruitment and selection.

SECTION 3 - COMPENSATION

All part-time employees shall be compensated on an hourly basis. Full-time temporary employees may be either salaried or paid on an hourly basis as determined at the time of employment.

SECTION 4 - BENEFITS

Neither part-time nor temporary employees shall be entitled to regular City benefits except as mandated by law.

SECTION 5 - PAY SCHEDULE

Pay for temporary and part-time employees shall be in accordance with the following schedule unless the employee is filling a position listed in the regular employee compensation plan. Positions in the regular plan shall be compensated at an hourly rate equivalent.

CURRENT POSITIONS	STEP A	RATE PER STEP B	HOUR STEP C	STEP D	STEP E
Lifeguard Lifeguard with WSI Lifeguard - Head Pool Manager	\$10.00 \$11.00 \$12.00 \$15.76	\$10.45 \$11.45 \$12.45 \$16.55	\$10.92 \$11.92 \$12.92 \$17.38	\$11.42 \$12.42 \$13.42 \$18.24	\$11.94 \$12.94 \$13.94 \$19.16
Recreation Leader I Recreation Leader II Recreation Services Coordinator	\$10.00 \$11.50 \$16.63	\$10.45 \$12.08 \$17.36	\$10.92 \$12.68 \$18.20	\$11.42 \$13.31 \$19.03	\$11.94 \$13.98 \$19.90
Intern Clerk Typist	\$12.00 – no \$10.00	steps \$10.45	\$10.92	\$11.42	\$11.94
Parking Aide	\$11.50	\$12.08	\$12.68	\$13.31	\$13.98
School Crossing Guard	\$10.00	\$10.45	\$10.92	\$11.42	\$11.94
Maintenance Worker I Maintenance Worker II	\$15.50 \$17.61	\$16.22 \$18.41	\$16.95 \$19.26	\$17.73 \$20.15	\$18.54 \$21.08
WWTP Operator I WWTP Operator II Laboratory Technician	\$18.17 \$19.90 \$22.34	\$18.99 \$20.84 \$23.39	\$19.89 \$21.80 \$24.49	\$20.80 \$22.84 \$25.65	\$21.79 \$23.92 \$26.86
Animal Shelter Attendant	\$12.14	\$12.75	\$13.39	\$14.07	\$14.79
Sports Official	\$15.00 - \$2	1.00 per gam	e		
Custodian/Site Monitor	\$12.42	\$12.98	\$13.55	\$14.16	\$14.80
Finance Clerk Administrative Clerk	\$15.50 \$15.50	\$16.22 \$16.22	\$16.95 \$16.95	\$17.73 \$17.73	\$18.54 \$18.54
Animal Control Officer Reserve Police Officer	\$18.82 \$23.39 – no	\$19.74 steps	\$20.64	\$21.60	\$22.64
Public Safety Dispatcher	\$18.72	\$19.60	\$20.55	\$21.50	\$22.51

SECTION 6 - PAY INCREASES

Regularly scheduled part-time employees shall be considered for salary step increases on an annual basis from the date of original employment subject to completion of a minimum of 1,040 hours worked during the annual period. Temporary employees working on a part-time or full-time basis in seasonal programs may be considered for advancement in the pay range at the time of rehire.

Pay increases other than annual advancement may be considered for exceptional performance in individual classes upon recommendation from the Department Head and approval by the City Manager subject to the maximum limitation of the established pay range for any given classification.



CITY OF OAKDALE CITY COUNCIL STAFF REPORT

Date: May 16, 2016

To: Mayor and City Council

From: Jeff Gravel, Public Works Superintendent

Reviewed by: Thom Clark, Public Services Director

Subject: Consider accepting the Water Well #6 Modifications and Improvements in the amount of \$113,302 and authorizing the filing of a Notice of Completion

I. BACKGROUND

On November 2, 2015 the City Council awarded a contract to Ross F. Carroll Construction for the **Water Well #6 Site Modifications and Improvements project**. This project included demolition and expansion of the site, construction of a perimeter fence and concrete work to accommodate installation of a future well generator. This project was awarded at a cost of \$112,793 and authorized contingency funds in the amount of \$11,279.

II. DISCUSSION

Ross F. Carroll Construction has completed the work and Staff finds the project acceptable.

III. FISCAL IMPACT

Project Funding:	\$124,072
Project Cost:	<u>\$113,302</u>
Project Under Budget:	\$ 10,770

The project was completed on time and under budget. The funding for this project comes from the Water Capital Replacement Fund 624.

IV. RECOMMENDATION

Staff Recommends the City Council adopt a Resolution accepting the **Water Well # 6 Site Modifications and Improvements** in the amount of \$113,302 and authorizing the filing of a Notice of Completion.

V. ATTACHMENTS

Attachment A: Draft City Council Resolution 2016-___ Attachment B: City Engineer Acceptance



IN THE CITY COUNCIL OF THE CITY OF OAKDALE STATE OF CALIFORNIA CITY COUNCIL RESOLUTION 2016-__

A RESOLUTION OF THE CITY OF OAKDALE CITY COUNCIL ACCEPTING THE WATER WELL #6 SITE MODIFICATIONS AND IMPROVEMENTS IN THE AMOUNT OF \$113,302 AND AUTHORIZING THE FILING OF A NOTICE OF COMPLETION

THE CITY OF OAKDALE CITY COUNCIL DOES HEREBY RESOLVE THAT:

WHEREAS, on November 2, 2015 the City Council awarded a contract to Ross F. Carroll Construction for the Water Well #6 Site Modifications and Improvements Project; and

WHEREAS, Ross F. Carroll Construction has completed the work and Staff finds the project acceptable; and

WHEREAS, the project was completed on time and under budget; and

WHEREAS, staff recommends the City Council adopt a Resolution accepting the Water Well #6 Site Modifications and Improvements in the amount of \$113,072 and authorizing the filing of a Notice of Completion.

NOW, THEREFORE, BE IT RESOLVED that the **CITY COUNCIL** of the **CITY OF OAKDALE** hereby accepts the **Water Well #6 Site Modifications and Improvements** in the amount of \$113,072 and authorizes the filing of a Notice of Completion.

THE FOREGOING RESOLUTION IS HEREBY ADOPTED THIS 16st DAY OF MAY 2016, by the following votes:

AYES:COUNCIL MEMBERS:NOES:COUNCIL MEMBERS:ABSENT:COUNCIL MEMBERS:ABSTAINED:COUNCIL MEMBERS:

SIGNED:

Pat Paul, Mayor

ATTEST:

Kathy Teixeira, CMC City Clerk



CITY OF OAKDALE

PUBLIC SERVICES DEPARTMENT

455 S. Fifth Avenue • Oakdale, CA 95361 • Ph: (209) 845-3625 • Fax: (209) 848-4344

PROJECT ACCEPTANCE

DATE:	March 24, 2016
то:	Michael Renfrow, Senior Engineering Technician
FROM:	Tony Marshall, City Engineer
RE:	CP-1527 – Well 6 Site Improvements
	Ross F. Carroll, Inc.

Acceptance:

On February 26th, 2015 the site improvements for this project have been fully constructed and inspected by our staff. The work is now complete, and is in compliance with City Standards.

Final Construction Cost:

Beginning Contract Amount:	\$11	.2,793.00
Total Project Change Orders:	<u>\$</u>	509.00
Final Construction Cost:	\$11	3,302.00



CITY OF OAKDALE CITY COUNCIL STAFF REPORT

Date:May 16, 2016To:Mayor Pat Paul, Members of the Oakdale City CouncilFrom:Bryan Whitemyer, City ManagerSubject:Review and consider a Resolution of the City of Oakdale City Council
approving the layout of the South Yosemite Community Park

I. BACKGROUND / DISCUSSION

On March 22, 2016, the City Council held a special City Council meeting to discuss the plans for the South Yosemite Avenue Community Park. The discussion focused on keeping the users of the park safe since South Yosemite Avenue is an extremely busy roadway and runs parallel to the park site. With this in mind the City Council considered the idea of fencing the park to minimize the access of park users to South Yosemite Avenue or the other roadways that boarder the park.

Specifically, the majority of the council requested that a five foot tube steel fence be installed at the front of the sidewalk along South Yosemite Avenue.

Staff has worked with the project architect and has developed an option that encloses the fence with a five foot tube steel fence on the north, south and west sides of the park. The east side of the park will have a six foot tall chain link fence with black vinyl coating.

The park will also have four entry points into the park. The entryways are described as Major Gateways and Minor Gateways. There will be a Major Gateway located at the northwest corner of the park at H Street and South Yosemite Avenue. A second Major Gateway will be located on the west side of the park near I Street. The two Minor Gateways are located at the south end of the park at or near J Street. Attachment A shows the layout of the park, placement of the fence and the gateway locations. A maintenance gate will also be installed at the north end of the park to match the other fencing

Staff believes that the proposed fencing is critical to the success and safety of this park. The gateways have been designed to have attractive architectural features that complement the layout of the park.

II. FISCAL IMPACTS

The estimated costs to add the gates and additional fencing to the project are \$112,060.

Cost Breakdown:

- 1. Pilaster, with brick veneer (match downtown Bianchi Center) and precast base and cap: 4 ea @ \$16,000 = \$64,000
- Fencing, upgrade height of tube steel fence along Yosemite Avenue: 830 lf @ \$10/lf = \$8,300
- 3. Fencing, add 5' tall tube steel fencing to north and south ends of park to enclose park: 150 lf @ \$55/lf = \$8,250
- 4. Rolling maintenance gate at H Street edge, matches 5' fence height and design: 20 If @ \$200/If = \$4,000
- 5. Pedestrian gates (minor gateways), 12' wide swinging gates manually opened: 2 sets of gates @ \$3,600 = \$7,200
- 6. Swinging gates at major gateways, 16' wide span manually opened swing gates: 2 sets of gates @ \$7,200/ea =\$14,400
- 7. Steel Arch on top of pilasters with lettering, currently at H Street Gateway only: 1 @ \$30,000 = \$30,000
- 8. Paving, REDUCTION, replace colored concrete at H Street plaza area with standard gray concrete, 4,818 sf @ \$5/sf = (\$24,090)

III. RECOMMENDATION

Staff recommends the City Council approve a resolution that modifies the layout of the South Yosemite Community Park to include additional gates and fencing to enhance the safety of the park.

IV. ATTACHMENTS

Attachment A: Resolution

Exhibit 1: Park Layout with Fence and Gate Locations



IN THE CITY COUNCIL OF THE CITY OF OAKDALE STATE OF CALIFORNIA CITY COUNCIL RESOLUTION 2016-____

A RESOLUTION OF THE CITY OF OAKDALE CITY COUNCIL APPROVING MODIFICATIONS OF THE LAYOUT OF THE SOUTH YOSEMITE COMMUNITY PARK TO INCLUDE ADDITIONAL GATES AND FENCING TO ENHANCE THE SAFETY OF THE PARK

THE CITY OF OAKDALE CITY COUNCIL DOES HEREBY RESOLVE THAT:

WHEREAS, on March 22, 2016, the City Council held a special City Council meeting to discuss the plans for the South Yosemite Avenue Community Park; and

WHEREAS, the discussion focused on keeping the users of the park safe since South Yosemite Avenue is an extremely busy roadway and runs parallel to the park site; and

WHEREAS, the City Council considered the idea of fencing the park to minimize the access of park users to South Yosemite Avenue or the other roadways that boarder the park; and

WHEREAS, the council requested that a five foot tube steel fence be installed at the front of the sidewalk along South Yosemite Avenue and staff has developed an option that encloses the fence with a five foot tube steel fence on the north, south and west sides of the park with the east side of the park being enclosed by a six foot tall chain link fence with black vinyl coating; and

WHEREAS, there will be four entry points into the park and the entryways are described as Major Gateways and Minor Gateways with a Major Gateway being located at the northwest corner of the park at H Street and South Yosemite Avenue and a second Major Gateway being located on the west side of the park near I Street and the two Minor Gateways are located at the south end of the park at or near J Street. Exhibit 1 shows the layout of the park and placement of the fence and the gateway locations, and a maintenance gate will also be installed at the north end of the park to match the other fencing.

WHEREAS, the estimated costs to add the gates and additional fencing to the project are \$112,060 with the cost breakdown as follows:

- 1. Pilaster, with brick veneer (match downtown Bianchi Center) and precast base and cap: 4 ea @ \$16,000 = \$64,000
- Fencing, upgrade height of tube steel fence along Yosemite Avenue: 830 lf @ \$10/lf = \$8,300
- 3. Fencing, add 5' tall tube steel fencing to north and south ends of park to enclose park: 150 If @ \$55/If = \$8,250
- Rolling maintenance gate at H Street edge, matches 5' fence height and design: 20 If @ \$200/If = \$4,000



IN THE CITY COUNCIL OF THE CITY OF OAKDALE STATE OF CALIFORNIA CITY COUNCIL RESOLUTION 2016-____

- 5. Pedestrian gates (minor gateways), 12' wide swinging gates manually opened: 2 sets of gates @ \$3,600 = \$7,200
- 6. Swinging gates at major gateways, 16' wide span manually opened swing gates: 2 sets of gates @ \$7,200/ea =\$14,400
- Steel Arch on top of pilasters with lettering, currently at H Street Gateway only: 1 @ \$30,000 = \$30,000
- 8. Paving, REDUCTION, replace colored concrete at H Street plaza area with standard gray concrete, 4,818 sf @ \$5/sf = (\$24,090)

NOW, THEREFORE, BE IT RESOLVED that the **CITY COUNCIL** of the CITY OF OAKDALE hereby approves the layout of the South Yosemite Community Park as described in this resolution and shown in Exhibit 1.

THE FOREGOING RESOLUTION IS HEREBY ADOPTED THIS 16th DAY OF MAY 2016 by the following vote:

AYES: COUNCIL MEMBERS:

NOES: COUNCIL MEMBERS:

ABSENT: COUNCIL MEMBERS:

ABSTAINED: COUNCIL MEMBERS:

SIGNED:

Pat Paul, Mayor

ATTEST:

Kathy Teixeira, CMC City Clerk Railroad

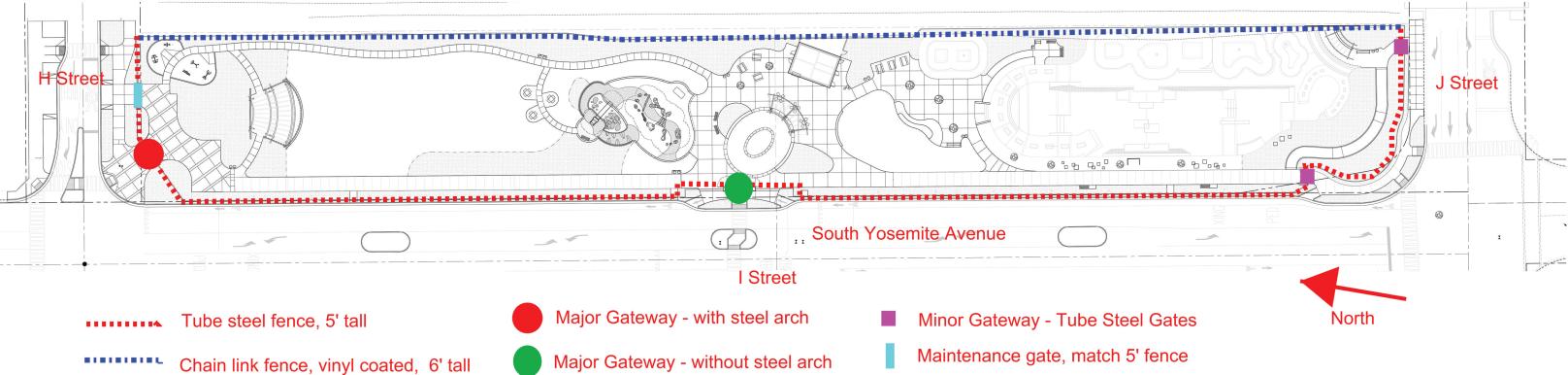


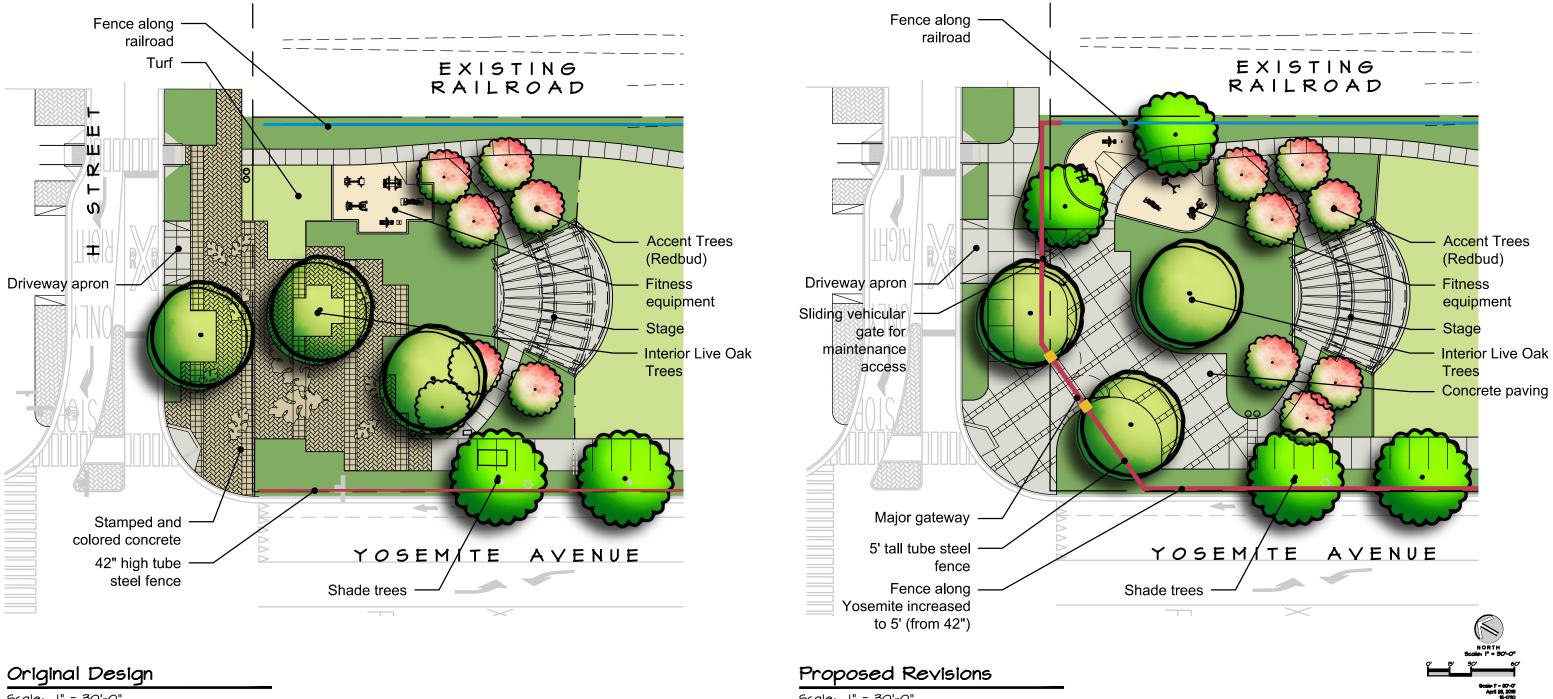




Exhibit 1



Minor Gateway: J Street



Scale: |" = 30'-0"

Scale: |" = 30'-0"

Exhibit 1 (cont.)



South Yosemite Community Park Concept Plan

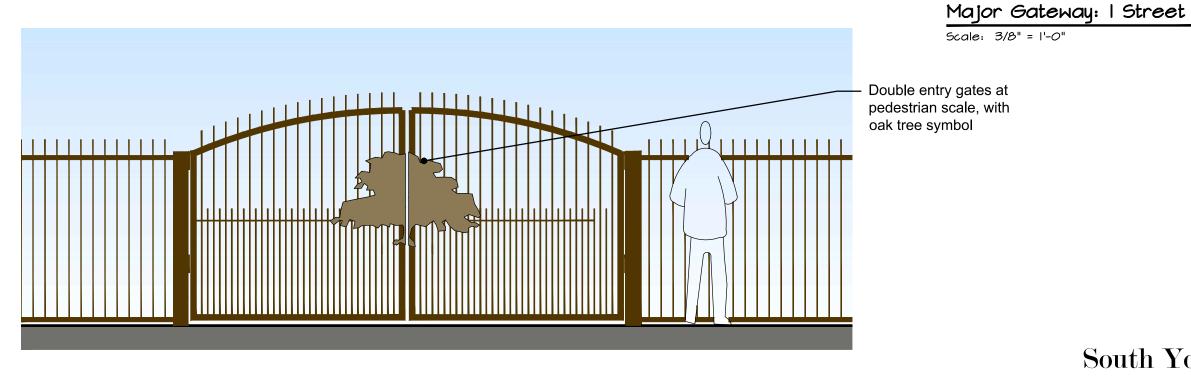


Scale: 3/8" = 1'-0"



South Yosemite Community Park Concept Plan





Minor Gateway: J Street

Scale: 3/8" = 1'-0"



South Yosemite Community Park Concept Plan

To: Oakdale City Council

From: Bryan Whitemyer, City Manager



Re: May 2016 Administration Department Report

In an effort to highlight the work being done by all City Departments, City staff provides monthly activity reports to the City Council at the 2nd City Council meeting of each month. These reports are included in the agenda packet as an informational item but council members are encouraged to ask questions about any of the items listed in the report. The purpose of these reports is to help keep the City Council and the public apprised of the work being done in all areas of city operations.

Administration Department Activities

- Negotiated the sale of the Church Building located at the northwest corner of E Street and N. 3rd Avenue. The Church Building will be moved to the vacant lot located at the southwest corner of Walnut Avenue and 1st Avenue. The plan for the building is to refurbish it and turn it into a residence. The purchaser is working with PG&E and the mover to coordinate the overhead utility work and structure relocation. We anticipate the move to occur in 45 to 90 days. 4-13-16 UPDATE: The building purchaser continues to work with the utility companies to coordinate a moving date. We still anticipate the move to occur in the next 45 days. 5-12-16 Update: The church will be moved on Tuesday, May 17, 2016.
- As a result of the Police Chief's pending retirement at the end of July the City Manager is working with the Police Chief to prepare a transition plan for the department.
- Met with the City of Newman Police Chief on Friday, April 22 to discuss our dispatch center partnership. Our goal is to ensure that the residents of Newman and Oakdale receive the best dispatch service possible.
- Met with PG&E representative on Friday, April 22nd to coordinate the gas line move for the Annex Building as a result of the Church Building being moved.
- Participated in the LOVE Oakdale event on Saturday, April 23, 2016. Led a group of Boy Scouts to help do yard clean up at the Paradise Mobile Home Park on Old Stockton Road and the cemetery on North Sierra.
- Participated in the Solar Farm Interview process on Monday, April 25, 2016 for a
 potential solar farm that may be located at the airport. Three firms were
 interviewed 1) Solar City, 2) Borrego Solar, and 3) 1st Light Energy. This is an

extremely complicated project and staff is still exploring its options to ensure that a viable project is selected.

 Attended the Connecting for Good: From Idea to Action conference sponsored by the Stanislaus Community Foundation held on April 28, 2016 at the Centre Plaza in Modesto. I had the opportunity to work with a group to discuss the challenge of reducing the number of individuals experiencing homelessness in Oakdale. The conference provided me with a different perspective and several ideas that I hope will help us as we strive to improve things in the City of Oakdale.

Upcoming Administration Department Activities:

- Explore options for the Youth Building located across the street from Oakdale High School on Gilbert Avenue. The building was donated many years ago to the City to be used to serve the youth of the community. The building is used a couple of times a week by a Boy Scout troop and by a 4-H Club. Staff will be exploring options to more fully utilize the building.
 - o 2-16-16 UPDATE: The City met with the Center for Human Services on January 15, 2016. They expressed interest in the building but do not have the necessary funds to maintain the building as needed. The City has reached out to the Family Support Network to see if they are interested in and have the resources to utilize and maintain the youth building. 3-16-16 UPDATE: The City has provided the School District with a key to the Youth Building so its facility staff can assess the building. If the School District is able to make use of the building the goal is enter into a longterm arrangement for the school to make improvements to the building and use it as a band room or wrestling room. 4-13-16 UPDATE: The School District has informed the City that they are interested in utilizing the Youth Building. The Superintendent of Schools and the City Manager are setting up a meeting with the Lions Club to discuss this opportunity with them. 5-12-16 UPDATE: I met with the scout troop leader that organizes the scout activities at the youth building. More work needs to be done to better understand the activities and schedules of both the scout troop and the school so we can make sure both organizations will not be negatively affected by any changes we make.
- Water and Sewer Rate Study: Due to the extreme level of water conservation that has occurred in the City of Oakdale revenues from the sale of water have dropped significantly. In the last two years water revenues have dropped over \$400,000 on an annual basis. This is problematic as the cost of maintaining the

water system has not dropped with the reduction in water usage. With this in mind it is imperative that a rate study be conducted to determine what the appropriate rates are to produce the revenue needed to ensure that the City is able to provide safe, reliable water to its residents. Staff will be presenting a proposal for the rate study to the City Council in June 2016.

- Downtown Parking Improvements: With the move of the Church Building imminent the City is working with its engineer to design a parking lot in its place. This will provide additional parking that is desperately needed in the downtown. Once the Church Building is moved the site will be fenced to secure the location and plans will be presented to the City Council as soon as possible.
- Fiscal Year 2016/2017 Budget Preparations: We are deeply involved in the development of our expenditure plan for the upcoming fiscal year that runs from July 1, 2016 to June 30, 2017. The budget serves as our work plan for the year. This will be presented to the City Council at the June 6, 2016 City Council meeting.

Date: May 6, 2016

To: Bryan Whitemyer, City Manager

From: Kathy Teixeira



Re: May 2016 City Clerk Department Report

Legislative

- Notified Non-Filers of Annual Statement of Economic Interests.
- Prepared and processed agenda packets for City Council meeting held April 18, 2016 and May 2, 2016.
- Prepared Public Hearing Notices for May 2, 2016.
- Prepared Proclamations in honor of "Older Americans Month", "National Bike Month, "National Police Week", and "Public Works Week", for presentation at May 2, 2016 City Council meeting.
- Attended the April 18 and May 2, 2016 City Council meetings.
- Prepared City Council resolutions for the Mayor's and Clerk's signatures distributed and scanned into the City's Records Retention System.
- Prepared draft minutes of the April 18, 2016 and May 2, 2016 City Council meetings.
- Processed City of Oakdale Annexation of Territory to the City of Oakdale Community Facilities District No. 2007-01 (Public Safety Services), authorizing the levy of special taxes therein and submitting levy of special taxes to qualified elector Annexation No. 7.
- Processed City of Oakdale Annexation of Territory to the City of Oakdale Community Facilities District No. 2015-01 (Maintenance Services), authorizing the levy of special taxes therein and submitting levy of special taxes to qualified elector Annexation No. 1.
- Three public records requests were received; processed and Notice of Determination(s) provided to requestors.
- Facilitate compliance with SB 272 (deadline for compliance July 1, 2016).
- Daily maintenance and upkeep of City records storage.

May 2016 City Clerk Department Report

- Continue review of City records requested for destruction in accordance with the City's Records Management and Retention Program.
- Ongoing update of City Clerk's records management system.
- Began prep work for November 8, 2016 Municipal Election.
- Met with Lee Lundrigan, Registrar of Voters related to Elections.

Process Contracts and Agreements

- Wildlife Hazard Assessment (Mead & Hunt, Inc.)
- Watersmart Software Service Agreement Extension
- Audit Services (Badawi & Associates, Certified Public Accountant)

Process Event Applications

Event	Event Dates
Farmers Market	05/04 - 09/28/2016
Festa de Nossa Senhora de Fatima	05/07 – 05/08/2016
Oakdale High School Band Concert @ Dorada Park	05/20/2016
Oakdale Chocolate Festival	05/21 – 05/22/2016
Bethel Church Block Party	05/25/2016
Community Christian Reformed Church Block Party	06/12/2016
Stanislaus County Car Seat Safety	09/10/2016
Blast from the Past	09/24/2016
Friends of Oakdale Library Book Sale	03/09/2017

General Administration

Coordinated and organized City's Alliance clerical volunteer staff and resolved personnel issue.

Pending

- Prepare California Form 804 Agency Report of New Positions required to report Economic Interests.
- Schedule AB1234 for staff and boards, commissions and committees through City Attorney's office.

• Presidential Municipal Election – Tuesday, November 8, 2016

Upcoming Important Key Dates to Note

July 4 – July 18 July 18 – August 12 October 24 November 8 November 10 – December 8 Municipal Notice of Election

Candidate Nomination Period

Last day to registrar to vote. ELECTION DAY

Official Canvas of the Ballot

To: Bryan Whitemyer, City Manager

OAKDALE

From: Miranda Lutzow, Management Analyst

Re: May 2016 Human Resources Department Report

Below is a summary of personnel actions performed in the previous month.

Departmental Actions of Note:

- Conducted new-hire training for Animal Shelter Attendant.
- Conducted interviews for Lifeguards and Head Guards.
- Hosted regional training on Managing, Counseling and Disciplining Employees.
- Participated in the League of California Cities (LCC) Personnel and Employee Relations Department Meetings
- Facilitated a Skelly hearing appeal of proposed discipline.
- Performed research on various personnel issues.

Pending Items:

- Facilitate SJVIA "Walking Works!" city-wide walking challenge.
- Attend Liebert Cassidy Whitmore Consortium planning meeting.
- Conducted new-hire training for Code Enforcement/Water Conservation Officer.
- Open recruitment for Crossing Guard

	April 2016	Year to Date
Recruitments	0	3
Applications Received	9	158
New Hires	4	9
Evaluations Processed	8	17
Employee Turnover	3	5
Workers Compensation Reports	3	6

To: Bryan Whitemyer, City Manager

From: Albert Avila, Director of Finance



Re: May 2016 Finance Department Report

Departmental Actions of Note:

Finance

- Completed the Mid-Year Budget for 15/16 fiscal year
- Coordinated new meter reading software installation and training for employees.
- Prepared and submitted 2015 Government Compensation in CA Report to the State.
- Prepared insurance claims for damage to City property.
- Prepared and submitted quarterly reports: Sales Tax Report, Federal and State Income Tax Reports, Multiple Worksite Report and Diesel Fuel Report.
- Prepared and Resolution and Staff Report for Audit Services to be included in May 2nd Council Meeting Agenda.
- Christine, Albert and Sara spoke with Public Service employees on the correct way to complete their timecards in reference to OT and On-call pay.
- Coordinated and organized City's Alliance clerical volunteer staff.
- Crissy completed online course titled "Becoming a Customer Service Superstar"
- Christine completed online webinar titled "Termination Pay Dos and Don'ts"
- Christine attended a full day seminar regarding Payroll Law.
- Carrie completed online webinar titled "Developing a Perpetually Positive Attitude"
- Albert and Sara attended seminar hosted by the City of Oakdale for managers and supervisors.
- Met with all departments for 16/17 Budget Planning.
- Discuss performance evaluation with Christine for her 6 month review since promotion.
- Created new Leak Notice Letters for residents.
- Managed and met on personnel issues.

Information Technology (IT)

• Organizing and removing old telephone and network wiring at Public Services Yard in preparation for replacement of telephone system.

Benefit Administration

• Completed data collection and reporting for Affordable Care Act required forms for employees.

Facility Rentals April 2016

Facility	City	Weekday	Weekend
	Meetings	Rentals	Rental
Gene Bianchi Community Center	1	5	4
Gene Bianchi Conference Rooms	16	5	
Oakdale Senior Community Center			5

Senior Center is used for daily activities M-F 8 am to 4 pm Adult Rec evening programs held at the Senior Center T-Th

Facility Improvements

• Repairs, paint, and improvement of Pool House

Recreation

Senior Center

Attendance and Membership

- Attendance in April 2032 Average 97 participants a day
- Current Membership 1257
- 15 New Member registration in April 2016

Classes & Programs

- Weekly Classes and Program 36
- Lunch served 5 days a week

Senior Services at Center

- HICAP
- Blood Pressure Screening
- CPR & First Aid
- Green Bag Program
- Alzheimer/Dementia Support Group-Weekly Meetings

Special Event/Presentations

- Western BBQ 80 participants
- Oakdale Community Band and Singing Seniors Concert 86 participants
- Transportation Fair-Sponsored by StaRT

Recreation Programs

- Once a week evening quilting classes
- Once a week evening line dancing classes
- Once a week Oakdale Community Band Rehearsals
- Once a month Line Dancing on Sunday

Recreation

- Implemented the new Kerr Park Policy and Procedures approved by City Council
- Hiring of 17 Lifeguards, 3 Head Guards and 1 Pool Manager
- Creating, publishing and distribution of Royse Memorial Pool Flier
- April 4 beginning of Swimming Lesson Registration

Pending Items:

Finance

- Revising Grant Management Policy.
- Revising Purchasing Policy.
- Preparing 16/17 Preliminary Budget
- Working with Websoft to upload location information to new MMS software. To be completed by May 13th per Sean at MMS.
- Nancy and Carrie will be completing the online course titled "Becoming a Customer Service Superstar"
- Carrie will be attending "Managing Multiple Projects, Objectives and Deadlines" seminar.
- Carrie will be attending "Stress Management for Women" webinar.
- Preparing workpapers for preliminary 15/16 audit fieldwork.
- Preparing payout calculations for employees.
- Preparing RFP for accounting software services.

Benefit Administration

• Planning semi-annual seminar for employees with Teacher's Pension in reference to the 457 Plan.

Recreation:

Senior Center

 Senior Information Day – June 10, 9:30 am to 1 pm at Community Center

To: Bryan Whitemyer, City Manager

From: Lester Jenkins, Chief of Police

OAKDALE

Re: May 2016 Police Department Report

Below are the latest available crime stats for the calendar year to date (January – March 31, 2016):

Note – Because we've seen drastic increases in several categories this year compared to last year, I calculated an average for Part One Crimes going back ten years. Using a ten year average, 2005-2015, is more statistically valid and not prone to annual fluctuations.

- <u>Aggravated Assaults are up 400% when compared to 2015 YTD is 10.</u> The first three months of 2015 were very slow in the areas of aggravated assaults and misdemeanor juvenile arrests. When comparing the 10 aggravated assaults this year to the 10-year average of 8.1, we have a smaller, more reasonable increase.
- <u>Total citations are up 31% with traffic cites up by 44%.</u> This is primarily due to Prop 47 for criminal citations and Officer Anderson taking the long, vacant Traffic Enforcement Officer position.
- Juvenile arrests are up 112% when compared to 2015 YTD is 30. This is primarily a result of a very slow start in 2015. This is dropping from 900% from the first two-month comparison (January – February 2016). 2015 started with only 3 and then we had 30 in the same time period 2016.
- <u>Domestic Violence is also up.</u> We have seen a 150% increase here, although the level of severity of injury is staying low. My guess is that the increase is mostly due to Prop. 47 causing most of our drug addicts to cycle out of jail early and allowing more opportunity for domestic violence. Recent statistics have confirmed that Prop. 47 has caused a notable jump in violent crime throughout the state in addition to the drastic increase in property crimes.

INCIDENT BREAKDOWN

The Police Department responded to approximately 2,403 incidents/calls for service in the month of April. Below is a list highlighting just a few of the various incident types and counts. The comprehensive list of incidents is attached to the end of this report (Attachment B).

Incidents By Incident Type April 2016		
Suspicious Person	68	
Suspicious Vehicle	56	
Audible Alarm	87	
Silent Alarm	8	
Reckless Driving	18	
Pedestrian Contact	112	
Senior Outreach	7	
Disturbance	44	
Noise Disturbance	33	
Petty Theft	34	
Grand Theft	1	
Traffic Stop	453	
New Warrants	90	

PATROL

The following are a few noteworthy arrests/cases for April:

- On 4/6/16, Officers Russell and Vanderheiden investigated a child cruelty case. A 3-year old child was left unattended on the street. The mother was found down the street in a vehicle and under the influence of heroin. The mother was arrested and the child was released to CPS.
- On 4/8/16, Officers were dispatched to a suspicious person walking near the high school armed with a gun. Officer Gardette located the subject walking near the hospital and saw that he had a short-barreled shotgun concealed in his waistband. The subject was taken in to custody and arrested.
- 4/8/16, Officer Gardette stopped a car for speeding. Upon further investigation, the occupant of the vehicle was found to have narcotics on them. He was taken in to custody and subsequently booked. It was determined later, that the subject had lied about his identity and was wanted in connection with a burglary of the VFW in Turlock.
- On 4/18/16, the Valley First Credit Union on West F Street had been robbed. It was thought that the same individual was responsible for additional robberies in occurred in Escalon earlier that day and in Tracy which occurred earlier that week. Detective Johnson assisted with the arrest and gathering of evidence from the robbery. He worked with other law enforcement agencies to connect the suspect to five bank robberies in Manteca, Lodi, Tracy, Escalon and Oakdale.

- On 4/18/16, while out patrolling neighborhoods, Officer Stever located a vehicle with an open car door. It was approximately 10:30 at night and not seeing any one around, he stopped to investigate, thinking it could have been broken in to. After running the plates, the vehicle was found to be stolen out of Modesto. Officer Stever searched the vehicle and found evidence that led him to the suspect who was also in possession of methamphetamine and heroin. The suspect was arrested for the stolen vehicle and subsequent possession of drugs.
- Officer Walsh has been working a child molest/sex with minor case. His excellent initial investigation, evidence collecting and follow through is having a direct impact on assisting Detectives in being able to make an arrest of the suspect.
- Officers working the GDP (Guns, Drugs, Probation) team did three nights of extra enforcement in the month of April, targeting gangs, drugs and probation violators.
- When staffing is available, Officers continue to provide extra patrol on bicycles and on foot. The bicycles are much more effective in the neighborhoods with walking trails and alley ways. These patrols result in several arrests, recovery of stolen items and confiscation of various drugs.
- Dispatch received several complaints about transient types last month. One caller reported a homeless camp set up in the alley behind JC's Restaurant on F Street. Another caller reported there were homeless people living in the storage units on N. Yosemite and A Street and that they were possibly in possession of stolen bicycles. There was also a report of transient types stealing garbage cans in the Church Avenue area. Officers responded to, investigated each complaint, and continue to make their presence known to the transient population on a daily basis.

EVENTS AND PROJECTS

 With the support of our CAPS and Explorer members, and assistance from the Sheriff Department's STAR volunteers, the Police Department provided a large presence at this year's rodeo events. Our Mounted Posse participated in the rodeo parade and provided crowd control at the rodeo grounds. We also had Our CAPS and Explorers members put in approximately 95 hours (collectively) of volunteer time, assisting with street closures and crowd control before and during the parade.

We also hosted an "Avoid the 12" event, a countywide DUI enforcement program, that Friday through Sunday. With the help of the DUI Task Force, we were able to conduct DUI saturation patrols throughout town and in surrounding areas. The event was a success and resulted in several arrests.

- Each year, the second full week of April is dedicated to the men and women who serve as Public Safety Telecommunicators. This week brings celebration, honor, and publicity focused on the otherwise unsung hero on the other end of the line and is a great opportunity to reflect on the important role of the 911 dispatcher as the first, first responder. This year, Public Safety Telecommunicators week was April 11th through April 15th. To show our appreciation for the outstanding job they do, the department held an appreciation luncheon for all our Dispatchers and Records Clerks.
- Our department, along with the Newman Police Department, has been selected by the SDEA (Stanislaus Drug Enforcement Agency) to be pilot agencies for a new program called FOCUS (Focusing on Children Under Stress). The program is a notification system between emergency agencies and the schools in their jurisdiction in which the schools are provided with a heads-up when law enforcement responds to an incident where something bad happened that involves a child from their school, such as domestic violence, a parent arrested, etc.

The officer's part consists of making a note in their report of the name, age and school of every child involved in a call of crime, violence or abuse. The note is transmitted to a central hub and before the child gets to school the next day, the principal will have a secured fax, text or email that says to handle that child with care. The goal is to improve the prospects of children who live in an environment with addicts and abusers.

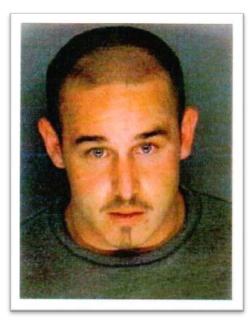
Lt. Redd is the liaison between our department, the School District, and the SDEA and has already coordinated the training for department personnel. We are excited for the program and believe it will be a really good thing for the children in our community.

- The 10-week Volunteer Academy started on April 21st. CSO Hilgen has been working with Turlock PD on coordinating the training schedule. Oakdale has three volunteers attending this year year's academy as well as current CAPS members helping to teach them.
- Staff continues to attend planning meetings for The Drugstore Project. This year's event will be held on Tuesday, May 10th at Fair Oaks School.

ONGOING

- Since Chief Jenkins has taken on dispatch, patrol officers are handling the majority of the Neighborhood Watch meetings. Four were scheduled for the month of April: Bridle Ridge, Burchell Hill, River Paradise and River Avenue.
- We continue to hold ongoing recruitment for CAPS members.
- Several staff members attended various trainings last month.
 - Our Traffic Officer, Officer Anderson attended and graduated from an intensive two-week motor training school.
 - Two Officers attended ARIDE (Advanced Roadside Impaired Driving Enforcement).
 - o Our K9 Officers continue to attend monthly canine training.
 - o Three Officers attended SFT (Standardized Field Sobriety Tests) training.
 - Two Officers attended POST required STOP training for perishable skills (Defensive Tactics and Racial Profiling).

Bank Robbery



Joseph Lee Hayes Arrested: April 22, 2016 Currently being held in San Joaquin County Jail in French Camp on two charges of robbery. Detectives are still gathering evidence from the other three robberies.



Tracy bank robbery Thursday, April 14, 2016



Escalon bank robbery Monday, April 18, 2016



Oakdale bank robbery Monday, April 18, 2016

Oakdale Rodeo 2016



Oakdale Police Department Mounted Posse



Officers Matt Gardette and Sam Gallego



ACO Beth Crowley and K9 Officer Blake Ebbert and Cruise



Sergeant Joe Johnson and Detective Aaron Beatty

	OA	KDALF	FOLI	OAKDALE POLICE DEP	ARTM	ENTC	RIME	STATIS	- SOIT	ARTMENT CRIME STATISTICS - MARCH 2016	010			PREVIOUS
	NAL	FEB	MAR	APR	MAY	NUL	JUL	AUG	SEPT	OCT NOV	DEC	YTD 2016	YTD 2016 YTD 2015	YTD +/-%
PART ONE			,											
Homicide	0	0	0										0	
Rape	-	0	0											
Robbery	0	0	0									0	0	.,
Assault Total	26	16	12									54		
Aggravated Assault	4	4	2									10) 2	4
Simple Assault	22	12	10									4		-6%
Buralary	18	12	37									67		
Vehicle Theft	5	e	9									14		
Larcenv-Theft	52	51	37									140	· · ·	
	5													
CITATION TOTAL:	369	415	452									1236	946	31%
Movina	226	246	272									744		
Criminal	75	74	49									198		
Parking	56	80	106									242	2 231	1 5%
Animal	12	15	25									52		30%
	1	2		3										
APPESTS TOTAL	243	102	000									635	367	73%
Advit Foloni	1000	25	200									70		
Adult - Leiony	40	07	N 1											
Adult - Misd.	196	146	111									210	22	
Juvenile - Felony	٢	e.	-											
Juvenile - Misd.	12	18	2									32	2 14	4 129%
ACCIDENT TOTAL:	13	13	20									46		
Non-Injury	8	9	10									24		
Injury	5	2	10									22	2	
Number Injured	5	8	11									2		
Fatalities	0	0	0										0	1 -100%
Pedestrian	-	~	2										4	6 -33%
Bike	0	0	0										0	1 -100%
Motorcycle	-	0	0										1	4 -75%
PCF - Speed	5	33	10									-	8	4 29%
PCF - Rt of Way	0	0	2										2	5 -60%
DUI	~	-	0											2 0%
DUI Arrests	6	4	8									21		
Citation: 14601	36	34	33									103	U	
Thirty Day Holds	2	5	3									10		5 100%
DOMESTIC VIO.	12	80	6									29		17 71%
Vandalism	24	25	25									74		
Gang Related Cases	7	4	-									12	2 17	7 -29%
TOT INCID. RPTD:	3554	3492	3765									10811	1 8249	9 31%
	COL		010									0000	0100	100
IUI NEWMAN KPID:	RC I	0/4	000									007		

	OAKDALE POLICE DEPARTMENT INCIDENTS BY INCIDENT TYPE	Pa	ge 1
	04/01/2016 - 04/20/2016	05	/05/20
INCIDENT TYPE	DESCRIPTION	NUMBER THIS TYPE	
10-37	10-37 Susp Person	68	-
10-38	10-38 Susp Vehicle	56	
10-44	10-44 Suicide/Attempt Suicide	2	
10-48	10-48 Person Down	2	
10-50	10-50 Prowler	5	
10-53	10-53 Missing Person	11	
10-57D	10-57d Dead Animal	11	
10-571	10-57i Injured Animal	7	
10-57S	10-57s Stray Animal	57 - C	
10-57V	10-57V Vicious Animal	42	
10-60	10-60 Audible alarm	3	
10-61	10-61 Silent Alarm	87	
10-64S	10-64s Subpoena Service	8	
10-64W	10-64w Warrant Service	7	
10851	10851 VC Stolen Vehicle	2 .	
10851R	10851R Recovered Stolen Veh	9	
11-24	11-24 Abandoned Veh	7	
11-25	11-25 Road Hazard	26	
11-44	11-44 Unattended Death OR Suicide	8	
11-79	11-79 Traff Coll - Ambulance ER	2	
11-81	11-81 Traff Coll - Minor Injury	3	
11-82	11-82 Traff Coll - Non Injury	2	
11-83	11-83 Traff Coll - Unk details	11	
11350	11350 HS Posession of a Controlled Substance	3	
11364	11364 HS HS Paraphenalia	1	
11377	11377 HS Felony Possession of HS	2	
12500	12500 VC Unlicensed Driver	6	
14601.2A	Drive w/License suspended DUI	2	
166.4	Contemp Disoby Crt Order	1	
19-1 OCC	Poss open cont in public	2	
20002	20002 VC Hit & Run	5	
23103	23103 VC Reckless Driving	8	
23152	23152 VC Driving Under Influence	18	
240	240 PC Assault	10	
242	242 PC Battery	5	
243 D	243(D) Battery W/Severe Injury	4	
243E1	243(E)(1) PC Battery of Non Cohab	2	
245	245 PC Assault with Deadly Weapon	1	
261	261 PC Rape	1	
288	288 PC Child Molest	1	
290	290 PC Sex Offender Registrant	1	
314	314 PC Indecent Exposure	1	
370 PC	Public Nuisance	1	
4000A	4000A VC Expired Registration	1	

	OAKDALE POLICE DEPARTMENT		Page 2
	INCIDENTS BY INCIDENT TYPE 04/01/2016 - 04/20/2016		05/05/201
INCIDENT TYPE	DESCRIPTION	NUMBER THIS	ТҮРЕ
415	415 PC Disturbance	44	
415E	415E PC Noise Disturbance	33	
415F	415F PC Family Disturbance	8	
415V	VERBAL ARGUMENT	20	
417	417 PC Brandishing Weapon	4	
4462.5	4462.5 VC False Registration	1	
460	460 PC Burglary	6	
470	470 PC Forgery	2	
484G PC	Fraudulent Use of Access Card/Account Info	2	
487	487 PC Grand Theft	1	
488	488 PC Petty Theft	34	
496	496 PC Possess Stolen Prop	1	
5150	5150 WI Mentally Disabled	11	
530.5 PC	Identity Theft	1	
594	594 PC Vandalism	25	
602	602 PC Tresspassing	12	
646.9	646.9 PC Stalking	12	
647F	647F PC Public Intoxication	15	
653M	653M PC Annoying Phone Calls	6	
664/460	Attempt Burglary	2	
911	911 Hang up	1	
ANIMAL	Animal Incident	157	
AOA	Assist Outside Agency	37	
AREACK	Area Check	26	
ARREST	Arrest	58	
ASSIST	Public Assist	7	
BARCK	Bar Check	50	
BARK	Barking Dog Complaint	3	
BIKE	Bicycle Stop	22	
BITE	Animal Bite	26	
BOL	BOL	4	
C5	C5 Stake Out	26	
C6	C6 Follow - up	1	
CCW	Carry Concealed Weapon Permit	22	
CITE	Cite Sign Off	1	
CIVIL	Civil Problem	29	
CODE	code enforcement	4	
COMP	Complaint	2	
CT ORD	Court Order	89	
EMS	Emergency Med Srv	4	
FALARM	Fire Alarm	88	
FHAZ	Fire Hazard	1	
FIRE	Fire, Non-specific	1	
FLAG	Citizen Flag Down	4	
 A Science Science Science (1999) 	Chizon Fing Down	36	

	OAKDALE POLICE DEPARTMENT		Page 3
	INCIDENTS BY INCIDENT TYPE 04/01/2016 - 04/20/2016		05/05/20
INCIDENT TYPE	DESCRIPTION	NUMBER THIS T	YPE
FOOT	Foot Patrol	4	
FPROP	Found Prop	15	
GRAFFITI	Graffiti	2	
HARASS	Harassment	8	
HOME	Home Check	14	
HS	Drug Activity	7	
INFO	Information	51	
INVEST	Investigation	11	
JUVCOMP	Juvenile Complaint	13	
LPROP	Lost Property	2	
NAME	Name Exchange Accident Rpt	1	
OCC CK	OCC ENFORCEMENT	5	
OTHER	Other - Unclassified	4	
PED	Pedestrian Contact	112	
PKG	Parking Comp	26	
PPTOW	Private Property Tow	1	
PREMCK	Premise Check	21	
PROB	Probation/Parole Search	1	
REPO	Repossessed Vehicle	9	
SECCK	Security/Welfare Check	47	
SENIOR	Senior Outreach	7	
SHELTER	ACO SHELTER DUTIES	5	
SHOTS	Shots Fired	1	
SMOKE	Smoke Check	1	
SRO	School Resource Inc	9	
SUPCIR	Susp Circ	28	
THREAT	Threat Complaint	3	
TRAFFIC	Special Traffic Enforcement	2	
TSTOP	Traffic Stop	453	
WARFRGN	Foreign Wrnt Proc	1	
WARNEW	New Warrant	90	
WARRANT	Warrant Arrest	15	
XPTL	Extra Patrol	29	

To: Bryan Whitemyer, City Manager

From: Michael Wapnowski, Acting Fire Chief

Re: May, 2016 Fire Department Report

		April, 20	16 Incident 1	Гуре Res	ponse S	Summ	ary by Stat	ion			
		EMS/	<u>Hazardous</u>		-				Severe	Blank or	Total per
<u>Station</u>	<u>Fire</u>	Rescue	Condition	<u>Call</u>	Intent	<u>Call</u>	Explosion	Other	Weather	<u>Invalid</u>	Station
1 (OFPD)	1		1	2	4						8
7	2	2									4
9	2	6		4	5						17
10					2			1			3
11	1										1
15	1	1		1	2						5
16					1						1
18	2										2
21/31 (SCFPD - Airport)	4	65		3	20	3					95
22/32 (SCFPD - Empire)	4	32		3	4	5		1			49
23/33 (SCFPD - Fruityard)	2	7			2						11
24/34 (SCFPD - Waterford)	11	55		3	11	2					82
25/35 (SCFPD - La Grange)	1	3		1	1						6
26/36 (SCFPD - Riverbank)	6	98	3	7	21	4					139
27/4 (Oakdale City)		29	4	5	9	2					49
28/5 (Oakdale City)	6	80	2	10	22	3		2			125
29/2 (OFPD - Knights Ferry)		7			3					1	11
30/3 (OFPD - Valley Home)	3	19	1	5	10	2			1		41
Total	46	404	11	44	117	21	0	4	1	1	649

649 Total Incidents: 382 SCFPD, 234 (Contract Response Areas)

SCFPD: 382

Significant Incidents

• 4/1/16: BC2, C2, R28, E27, E26, E23 responded to a pin-in on Milnes between Albers and Oakdale Waterford Highway. Upon arrival, units found two vehicles head-on with one driver pinned-in and 11-44. Cause of the crash is unknown.

OFPD: 60

Other: 33

Oakdale City: 174

- 4/18/16: E30, WR28, WR26, BC2, BC3 responded to drowning at Woodward Reservoir. E30 & Water Rescue units conducted a search with the Sheriff's Office Patrol boats to recover the victim. CPR was conducted for 20 minutes and eventually called off and the patient was declared 11-44.
- 4/21/16: E27 crew was training with Boat #28 when they came across two kayakers stuck in a river channel. The kayakers were pulled to safety by Boat #28.
- 4/21/16: WR28, WR24, BC2 responded to Orange Blossom Rec. for a subject in the water. Both units were able to rescue the victim and he was transported to Oak Valley Hospital for evaluation.



Operational Items

- The red-lined draft corrections to the Cities of Oakdale, Riverbank and Waterford Emergency Operation Plans have been completed and are ready for County OES review.
- Sit-Stat Update: Staff continues to work with MFD and Psomas on server hosting issues that will hopefully be resolved within the next few months. Technical experts continue to work on the interface issues to launch the product.
- Chief Wapnowski and Chief DeHart attended the Ever-bridge meeting. This new program will replace the county-wide Hip-Link notification system at the end of June, 2016.
- Annual TCU/SCFPD pre-fire season meetings are scheduled for May 19th in Knights Ferry.
- Attended the County Fire Chiefs meeting and quarterly RFA meetings.
- The new SAFER Firefighters have been doing an excellent job working through their first few months of probation. We are glad to see them on board and continuing with their training.
- The 2016 Woodward Reservoir Fireworks event has been planned with our partnering agencies. The District will staff an engine to attend the event (to be reimbursed by the vendor).
- Pre-meetings for the 2016 Symbiosis event at Woodward are currently underway for planning the event and the incident action plan.
- Engine crews continue to be very busy with operational training evolutions and business inspections within their respective areas. Now they are starting to get very active with the weed abatement season in their respective response areas.
- The District is now starting on the Multi-Jurisdiction Hazardous Mitigation Plan review process with other County Agencies. This process is expected to take multiple months to complete.
- Staff is making significant progress on the Paramedic Program for the District. We are currently working with Oak Valley, Mountain Valley and the Medical Director to complete the required steps for implementation.
- The medical jackets for the agency have been ordered and will start to be delivered this next week. Final shipments will be completed by the end of June.
- Staff is also in the process of updating the Municipal Service Review (MSR) for SCFPD & the Oakdale Fire Protection District. Updates are due to the County by the end of the week.
- Multiple personnel attended the annual CICCS pre-fire season training classes at the RFTC on May 5th & 6th for the upcoming 2016 Fire Season.

Community Events

- 4/9/16 & 4/10/16: Oakdale units were involved in various aspects and coverage for the Oakdale Rodeo event.
- 4/16/16: Station #27 conducted a station tour for the Cub Scouts.
- 4/19/16: Chief Officers attended the Focus Presentation with Oakdale PD. The program was delivered by the Stanislaus County Probation & District Attorney's Office. The program is currently being implemented throughout the County.

Explorer Post 3399

• Explorer Coordinators Captain Bachman, Captain Hankins and Captain Tucker continue to strengthen the newly-implemented program for the District. The program continues to move positively forward while providing the necessary guidance and exposure for our future aspiring firefighters.

• Explorer helmet identifications were designed by Signs by Randy in Oakdale and have been ordered by Captain Bachman.

FIRE PREVENTION

Fire Prevention Inspections:

- On the following page are the statistics of the fire prevention staff activities for the month of April. Fire prevention staff continues to conduct plan reviews of new construction projects and inspections of new and existing occupancies throughout the District, City of Oakdale, and the Oakdale Rural Fire Protection District.
- District Staff worked with the City of Oakdale staff to develop a list of businesses requiring an annual inspection due to State requirements. A letter was distributed to the businesses notifying them of the annual fire inspection. A self-inspection form was included in the correspondence to high-light some of the areas a Fire Prevention Specialist will review during the inspection. The correspondence is included with this Staff Report.
- Fire Marshal Spears also met with the Oakdale Director of Finance to discuss the invoicing of fire prevention services in accordance with the City's fee schedule. A report will be sent to the City of Oakdale's Finance Department on the 20th of every month detailing the fire prevention services provided by the Fire District. The City of Oakdale will invoice businesses directly.
- The Fire Prevention Division has observed a significant increase in fire hazard referrals. In the past month the Fire Prevention Division has received several fire hazard inspection referrals in the form of weed abatements. Staff continues to work in notifying property owners of the hazard for proper mitigation.

Significant Projects:

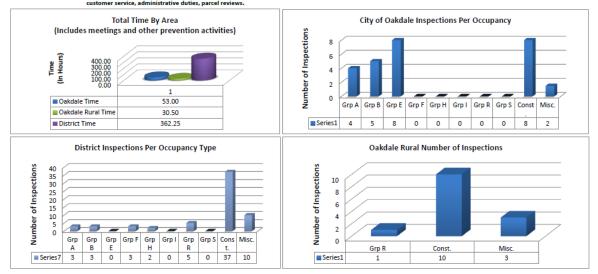
- Staff completed the fire inspections of the Oakdale Rodeo grounds along with many assembly occupancies ahead of the Oakdale Rodeo.
- Staff has begun the review of the upcoming Oakdale Chocolate Festival.

Other:

- Fire Marshal Spears participated as an evaluator in the Fire Marshal interview panel for Stanislaus County.
- Staff continues to provide assistance in the hazard mitigation and emergency operations planning as requested.
- The Fire District has received several inquiries regarding burn permits. Fire Marshal Spears contacted the San Joaquin Air Pollution Control District for information concerning the process. A memo was developed to provide guidance for all future requests.

				April, 2	016 Fire	Preven	tion Sun	nmary					
	<u>Grp. A</u>	<u>Grp. B</u>	<u>Grp. E</u>	<u>Grp. F</u>	<u>Grp. H</u>	<u>Grp. I</u>	<u>Grp. R</u>	<u>Grp. S</u>	<u>Const.</u>	*Misc.	Insp.	<u>Review</u>	Admin.
Consolidated	4.5	5	0	5	2.5	0	5.5	0	71.5	20.5	63	4	247.75
Oakdale City	6	6	8	0	0	0	0	0	10.75	4	17	3	18.25
Oakdale Fire	0	0	0	0	0	0	2	0	25.5	3	14	1	0
				Apr	il Fire Pr	eventio	n Reven	ue					
Plan Review	Plan Review \$ 4,775.82												
Fire Flow Test		\$											390.00
Permits		\$											3,419.00
Fire Works		\$											528.00
Total		\$											9,112.82

* "Other Fire Prevention Activities, unassigned". Example; Fire Prevention Pub Ed, special event, inspection with customer service, administrative duties, parcel reviews.





Stanislaus Consolidated Fire Protection District 3324 Topeka Street Riverbank, CA 95367 (209) 869-7470 Phone (209) 869-7475 Fax http://www.scfpd.us

May 2, 2016

Dear City of Oakdale Business Owners and Service Providers:

On September 1, 2014 the City of Oakdale entered into a contract with the Stanislaus Consolidated Fire Protection District to provide fire services to include fire prevention provisions along with fire safety inspections.

Your business or agency has been identified by the City of Oakdale as requiring an annual inspection. The Stanislaus Consolidated Fire Protection District will contact you to schedule an appointment for the initial inspection. If during this process you are in need of a prompt fire inspection for purposes of licensure or of another time sensitive need and have not been contacted please do not hesitate to contact us to schedule an inspection.

To prepare for the inspection, please read the attached information. The information includes a selfinspection form that reviews many areas the Fire Prevention Specialist will be examining when he or she arrives for your inspection. The items are general requirements based on common Fire Code violations typically observed in businesses.

The City of Oakdale maintains a fee schedule for these services and will invoice your business directly. For fee related questions, please contact the City of Oakdale Finance Department at 845-3571.

Should you have any questions or concerns prior to your inspection, please contact the Stanislaus Consolidated Fire Protection District at 869-7470.

Sincerely, Tmothy Spe

Timothy &pears Fire Marshal

Cc: City of Oakdale

a Washaw

Michael Wapnowski Interim Fire Chief

SELF INSPECTION FORM



The Stanislaus Consolidated Fire Protection District believes in utilizing a proactive approach to fire prevention and life safety. The mission of the

department is to protect life, environment and property. This is achieved through three fire prevention principles – Education, Engineering, and Enforcement. Our goal is to improve the safety of the citizens and visitors by providing educational tools to our customers to identify potential fire hazards to ensure the necessary corrective action is taken to mitigate the hazard.

The following Self Inspection Checklist is one educational tool for business owners and managers to identify common fire hazards to initiate action for their abatement. It is not, however, intended to take place of an official Fire District inspection. The items below are general requirements based on common Fire Code violations typically found in most businesses. Prompt action should be taken to mitigate the hazard associated with any item marked "No" in the list to improve the safety of the building occupants.

Building Exterior	Yes	No
Address numbers are visible from the street, minimum of 4 inches high, and contrast with		
the background.		
Fire lanes and access roads are clear and unobstructed.		
A minimum 3 feet of clearance is maintained around fire hydrants.		
If the building is equipped with a fire sprinkler or standpipe system, the fire department		
connection has a clear space of at least three (3) feet around connections and caps are in		
place.		
Dumpster or trash containers are a minimum of five (5) feet from building opening or roof		
overhangs.		
Up-to-date keys are within the Knox Box.		
Building Interior	Yes	No
All exit doors are free of obstructions and unlocked during business hours.		
Aisles and exits are free of storage or obstructions.		
Stairways are free of storage.		
Exit signs and emergency lights are operational with primary and emergency power		
supplies.		

Each floor has one fire extinguisher for every 3,000 square feet.		
Fire extinguishers have been inspected and tagged by a licensed contractor with the last		
12 months.		
Fire extinguishers are visible and accessible (not blocked).		
Storage is maintained at least 2 feet from the ceiling.		
A clear space of 30 inches is maintained in front of all electrical panels.		
Extension cords are not used in place of permanent wiring.		
Signs identifying rooms containing fire protection equipment are installed.		
Fire walls are free of holes and maintained in good condition.		
Fire doors are not blocked open and are self-closing and self-latching.		
Clearance is maintained between combustible storage and ignition sources such as heaters and light fixtures.		
Special Systems	Yes	No
Fire sprinkler systems are inspected annually by a licensed contractor.		
Fire alarm systems are inspected annually by a licensed contractor.		
Kitchen fire suppression systems are inspected every six months by a licensed contractor.		
Unobstructed access is provided to all fire protection equipment.		
Storage is maintained 18 inches below sprinkler head deflectors.		
Sprinkler heads are free of paint, lint or other foreign debris.		

To: Bryan Whitemyer, City Manager



From: Thom Clark, Public Services Director

Re: May 2016 Public Services Department Report

Capital Improvement Projects

- Well No. 10: drilling is complete. We have finalized the site plan and are moving forward to improve the well and site. The project is expected to bid by the end of the month.
- Well No. 6: site work is complete. Location is just south of Oakdale Automotive and Tire on Yosemite Avenue. City Council approved purchase of the generator and SCADA equipment at the April 4 City Council meeting. Generator is expected to arrive for installation by the end of June.
- Skate Park: AT&T is off the poles and the poles have been removed except for one on J Street. The street and pedestrian improvement project is right on schedule and we will be bidding the park project next. The street project will have sidewalks ready for the Chocolate Festival.
- Airport Erosion Control: We have FAA approval and CalRecycle's. The contractor will begin work May10th.
- Valley View Burn Dump: we submitted a formal request to CalRecycle for that agency to take over the entire site investigative work and they have agreed to do so for the site, excluding the trail. New sink holes have developed at the extreme northwest corner of the property next to the house on River Bluff. We prepared a Work Plan to fix the problem and CalRecycle has approved the Plan. Basically, we are going to fill the basin in with soil. The plan commenced on May 5th.
- Valley View Trail: we have submitted a draft Work Plan to CalRecycle to cover the trail with two feet of fill dirt. CalRecycle has approved the Work Plan. We are waiting for the contractor to finish up another job he is working on and for the soil to dry before they can get back on it. The contractor will start work the end of May pending review of remediation change order.
- Airport Fence Improvements Phase I: Project is currently is design phase. Improvements consist of new fence at Laughlin Road and around park, 3 new automatic gates and system upgrade. The consultant has begun the Wildlife Hazard Assessment.
- Sierra and D Lift Station: the contract was awarded on March 21. A preconstruction meeting was held. Work should start the first of June.
- C Street Water Main Replacement and Overlay Project: the contract was awarded on March 21. Construction will start about June 1.

- Public Works General
- We responded to 381 Work Orders in March.
- We performed 85 Underground Service Alert inspections.
- Completed benches at Dorada Park, picnic table and bench replacements will commence to be constructed by the Eagle Scouts in late May

<u>Water</u>

- Irrigation Water and Drought: since the drought regulations started, which includes comparable water usage monitoring to similar dates in 2013, water usage in April 2016 was 46% below usage in 2013 in the same month.
- Meter Conversion: we are surveying routes for meter upgrades. We are planning to have all routes converted to radio-read meters and radio tower system in place to automatically send all meter data directly to the Finance Department within two years sooner if possible. Surveys continue. These are being conducted in house when time permits. Still continuing.
- Water Wells: We performed weekly checks on all water wells.
 - We completed painting all equipment and plumbing at Well 6. Next phase is to install a backup generator.
 - We have pulled the motor from Well 3 for inspection and maintenance. This is the well up by the Water Tank in Valley View Park. We have videoed the well column and can see that build-up is starting to block the screens that let the water in. The well column has been scrubed and inspected ready for re installation. Waiting for cost for pump rehab and installation. Part of this is based on the condition of the well column.
- **Backflow Devices:** Preparing letters to be sent to water customers to have their backflow devices inspected as required by law.
- Water Meters: we read 7,700 water meters; 2,200 of them manually. This task is monthly.
- New water meter sets: 33
- **Meter Shut-offs:** we shut off 104 meters for non-payment last month. All were turned back on after payment was made.
- Water Testing: we tested 35 water samples and had a 100% pass rate. Monthly task.

Sewer/Wastewater Treatment Plant

• **Grease:** our Vac-truck and crew have cleaned 35 trouble sewer locations. This is a monthly task.

- Wastewater Treatment Plant (WWTP): the plant is processing about 1.5 million gallons per day (MGD) or about 1,042 gallons per minute. We receive up to 5 MGD during storm events. Installed the new Headworks Screening unit.
- Lift Station Checks: we performed weekly sewer lift station site checks.
- Other Lift Station Work: we cleaned the wet pits in nine (2) sewer lift stations and performed scheduled maintenance on five (9) other lift stations.

Streets and Storm Drains

- J Street Realignment: we have been working with Oak Valley Hospital's new design firm and have agreed on what the improvements to this section will look like. We are waiting for the hospital to ready their parking lot project so that they can take advantage of economies of scale and construct both projects at once. We are scheduling the improvements for Planning Commission approval at the May 4th meeting then on to City Council at the May 16th meeting.
- Street Patching: we put down 20 tons of street patch and pot- hole filling.
- Crack Sealing: 2500 feet
- Street striping: <u>300 feet</u>
- Street Lights: we replaced two light pole assemblies last month.
- We are working on replacing all the Downtown lights with LED lights through a program that PG&E has, which will allow us to finance the retrofit on our bill without paying any more than we do currently. Moving closer to commence work within 30 days.
 - We also have made application with PG&E for a new light at the intersection of E Street and 5th Avenue due to high crime. PG&E has scheduled the light for installation.
- Automatic Generators: we exercised 10 generators last month. (Weekly task-15 minute run time per week.)

Approved Projects			
Type of Application	Address	Brief Description	Approval Date
Site Plan Review	627 Fairfax Drive	New 2,250 sq ft	March 2016
		warehouse	
2015-2023 Housing	City-wide	General Plan	April 4, 2016
Element		Housing Element	
Minor Use Permit	Greger/Breton	Subdivision Sales	March 10, 2016
	Drive	Office for Lafferty	
Site Plan Review –	1300 East F	Remodel for Les	April 2016
Revised Elevations	Street	Schwab	
Pending Projects			

Planning Division

Type of Application	Address	Brief Description	Status
Out of Boundary	Tioga Avenue	Water service	OID Comments in
Water Agreement			review by City staff
Tesoro II TSM	E. F Street	107 residential lots	Waiting for revised
	Specific Plan		TSM from
			Applicant.
Specific Plan	E. F Street	Land use	Waiting for revised
Amendment	Specific Plan	modifications	Specific Plan from
			Applicant.

Building Division – April Permits

- 67 Permits Total Issued
- 10 single family dwellings
- 15 residential solar
- 5 commercial remodels
- 67 total inspections in February

Subdivisions:

- JKB Homes has two working subdivisions in Bridle Ridge around Greger and Mustang. They are looking at the possibility of purchasing more subdivisions in that area, mostly north of Greger. To date they have constructed 39 of 44 lots in Phase II and 26 of 56 lots in Phase III. Phase IV lot grading underway for additional lots.
- Beck Homes has a working subdivision off of Orsi Road, south of Lando. To date they have built all but 8 lots in the Sterling Hills Subdivision. Applications for the remaining 8 lots are ready to issue.
- Navigator Development: Tesoro Subdivision across from the golf course on Stearns Road. They are in the preliminary design stage for a second, non-gated subdivision to the west of Tesoro. To date they have pulled permits for 38 of the 86 lots in Phase I, as well as the Clubhouse building for the gated community.
- Lafferty Homes: Has 49 infill lots on and around Greger in the Shire Park area of Bridle Ridge. Permits will be issued in 3 phases. 18 Permits have been issued and construction started for Phase I. This includes two model homes on Greger St.
- Bran Homes has a four lot subdivision on Cloverland near Old Stockton Road. In 2nd Plan Review. Preparing plans for second permit submittal.
- The Carter Company is working toward approval of a 16 unit small lot subdivision on E. G Street. Building Permit fee estimates have been provided to developer to assist them with cost analysis.

Code Enforcement

• **Code Enforcement Officer:** although we lost our part-time code enforcement person, we still responded to code enforcement complaints. The new Code

Enforcement/Water Conservation Specialist, Lane Avilla, will begin work on May 16th.

- Received 20 new hotline cases.
- We responded to 6 cases and closed 12 cases.
- We have 10 new and/or ongoing cases.
- Scheduled 2 Gilton bulky-item pick-ups.

<u>Energy</u>

• **Solar Farm:** we held another round of interviews with the three solar firms. Councilmen McCarty and Murdock were present. We are hoping to get to the full City Council soon.

<u>General</u>

• **Capital Improvement Program:** we are prioritizing capital projects and outlay purchases now that the Master Plans have been adopted. The CIP is still being worked on and refined.

<u>Parks</u>

- **Park and Landscape Strips:** We have completed start-up inspections to turf irrigation systems. Irrigation water is on.
- Park Inspections: we inspect 8 park playgrounds monthly for safety last.
- Aeration: we aerated turf areas in all City parks. Fertilizer will commence by the end of May
- Weed Control: we began seasonal weed control in parks and roadway landscaping areas. This will continue through May
- Street Trees: Greger /sidestreet bump outs landscaping is complete.
- **TL Davis:** All valves have been found in the park. They are covered in sand for now.
- Mowing: Turf mowing is now weekly.

<u>Airport</u>

- Wildlife Hazard Assessment (WHA): the consultant for the WHA has begun work.
- **Grants:** We submitted two grants requests to the FAA on 12/31. A request in the amount of \$83,800 for the Airport Fence Project Phase I, noted in the CIP portion of this document and a request in the amount of \$260,200 for the Airport Pavement Rehabilitation Design Project.
- Erosion Control Remediation contract commences 5/10.
- Lighting: we repaired lighting at the airport.

Encroachment Permits

• 5 permits issued in April