



AGENDA

Special City Council Meeting

Council Chamber, Chowchilla City Hall
130 S. Second Street, Chowchilla, CA 93610

Tuesday, January 13, 2026

Open Session: 4:30 p.m.

Agendas for all City Council meetings are posted at least 72 hours prior to the meeting in the kiosk just outside of City Hall, 130 S. Second St., Chowchilla, CA 93610.

The City of Chowchilla complies with the Americans with Disabilities Act (ADA of 1990). The Council Chambers is accessible to the physically disabled. If you need special assistance, please call (559) 665-8615, ext. 102, at least four days prior to a regular meeting and one day for a special meeting.

California Levine Act Statement:

California Government Code Section 84308, commonly referred to as the "Levine Act," prohibits any Chowchilla City Council Member from participating in any action related to a license, permit, contract, or entitlement for use application if he or she receives any political contributions totaling more than \$500 within the previous twelve months, and for twelve months following the date of a final decision, from the business/board or applicant.

The Levine Act also requires a member of the Chowchilla City Council who has received such a contribution to disclose the contribution on the record of the proceeding.

CALL TO ORDER/ROLL CALL

Mayor: Kelly Smith

Mayor Pro Tem: Jeff Troost

Council Members: Waseem Ahmed, Ray Barragan, John Chavez

City staff and contract employees present will be recorded in the minutes.

CONSIDERATION OF APPROVAL OF AGENDA Additions and/or Deletions:

OPEN SESSION – 4:30 PM

PLEDGE OF ALLEGIANCE

INVOCATION:

PRESENTATIONS/WORKSHOP - Section 1

1.1 Proclamation – Human Trafficking Awareness Month

PUBLIC ADDRESS

This time is reserved for members of the audience to address the City Council on items of interest that are **not** on the agenda and that are within the subject matter jurisdiction of the Council.

It is recommended that speakers limit their comments to **no more than 3 minutes** each, and it is requested that no comments be made during this period on items on the Agenda. Speakers are not allowed to cede their public comment time.

Members of the public who are joining the meeting via Zoom and would like to address the Council on items on the agenda should **follow the policy on page 3 of this agenda packet**.

The Council is prohibited by law from taking any action on matters discussed that are not on the agenda. No adverse conclusions should be drawn if the Council does not respond to public comment at this time.

COUNCIL AND STAFF VERBAL REPORTS – Section 2**2.1 COUNCIL VERBAL REPORTS**

Legislative, Collaborative Agency, Ad Hoc

2.2 STAFF VERBAL REPORTS**CONSENT CALENDAR – Section 3**

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

3.1 Approval of the December 9, 2025 Regular City Council Meeting Minutes (McClendon)**3.2 Approval of the December 9, 2025 Special City Council Meeting Minutes (McClendon)****3.3 Consideration and Acceptance of the December 2025 Check Register Report (Seeto)****3.4 Consideration and Acceptance of the November Financials Report (Seeto)****3.5 Consideration and Adoption of a City Council Resolution Approving the Master Agreement Between the Madera County Transportation Commission and the City of Chowchilla for the Fiscal Year 2024/2025 Allocation of Regional Surface Transportation Program (RSTP) Exchange Funding and Authorizing City Administrator or Designee to Sign Necessary Claim Forms to Obtain Future Funding (Roman)****PUBLIC HEARINGS – Section 4****DEFERRED BUSINESS – Section 5****NEW BUSINESS – Section 6****6.1 Consideration of Collaborative Agency Appointments Made by the Mayor (McClendon)****6.2 Consideration and Adoption of a City Council Resolution Accepting Improvements and Authorizing Filing of the Notice of Completion for Orchard View Final Map No. 22-0010 (Roman)****ANNOUNCEMENTS – Section 7**

JAN 19	MARTIN LUTHER KING JR. DAY, CITY OFFICES CLOSED
JAN 21	PLANNING COMMISSION MEETING, COUNCIL CHAMBERS, 5PM
JAN 24	CHAMBER AWARDS DINNER, PORTUGUESE HALL, 5PM
JAN 27	CITY COUNCIL MEETING, COUNCIL CHAMBERS, 4PM

ADJOURNMENT

I, Joann McClendon, CMC, City Clerk, do hereby declare under penalty of perjury that the foregoing agenda was posted at Chowchilla City Hall, 130 S 2nd Street, Chowchilla, CA, and made available for public review on this 12th day of January, 2026 at or before 3:00 pm.


Joann McClendon, CMC, City Clerk

ZOOM LOGIN INSTRUCTIONS

Use the following URL to start Zoom:

<https://us06web.zoom.us/j/81943535147?pwd=tYcE1ggliFVb3rucL9bSG1xUMkxLaz.1>

Passcode: **950 065**

To participate by phone:

Dial 1-669-444-9171

Webinar ID: **819 4353 5147**

Passcode: **950 065**

Staff highly recommends that participants log into Zoom 15 minutes before the meeting begins to perform an audio check and ensure they have an optimal internet connection.

Options to participate / view / listen to the meeting:

- If you wish to speak on an item using the Zoom platform on your computer/laptop or smartphone, please use the “raise hand” icon, and you will be unmuted when it is your turn to speak. Please provide your name when unmuted. You can address the Council for up to 3 minutes.
- If you are calling into the meeting only (no camera/video) and wish to comment, press *9 to “raise your hand” and *6 to unmute yourself.



MINUTES

City Council Meeting

Council Chamber, Chowchilla City Hall
130 S. 2nd Street, Chowchilla, CA 93610

Tuesday, December 9, 2025

Closed Session: 3:00 p.m. | Open Session: 4:00 p.m.

CALL TO ORDER/ROLL CALL

Mayor: Kelly Smith

Mayor Pro Tem: Jeff Troost

Council Members: Waseem Ahmed, Ray Barragan (absent), John Chavez (absent)

City staff and contract employees present: City Administrator Rod Pruett, City Attorney Michael Prentice, Police Chief Jeff Palmer, Public Works Deputy Director Joseph Roman, Community & Economic Development Director Denise Munoz, Director of Recreation & Community Engagement Stacy Wisener, IT System Administrator Kurt Włodarczyk, City Clerk Joann McClendon, Deputy City Clerk Vanessa Galvez-Escobar

CONSIDERATION OF APPROVAL OF AGENDA Additions and/or Deletions: None.

PUBLIC ADDRESS – CLOSED SESSION

None.

CLOSED SESSION – 3:00 PM

1. PUBLIC EMPLOYEE PERFORMANCE EVALUATION

Pursuant to Government Code Section 54957

Title: City Administrator

OPEN SESSION – 4:00 PM

PLEDGE OF ALLEGIANCE

INVOCATION: Pastor Pruitt

CLOSED SESSION REPORT:

PRESENTATIONS/WORKSHOP - Section 1

1.1 Annual Mayor's Awards

PUBLIC ADDRESS

David Macias from Oliver Ranch addressed the council about some concerns. Mr. Macias followed up on previous discussions about recent shootings in his neighborhood.

COUNCIL AND STAFF VERBAL REPORTS – Section 2

2.1 COUNCIL VERBAL REPORTS

Legislative, Collaborative Agency, Ad Hoc

Mayor Pro Tem Troost reported, “I don’t have any new items to report tonight, but I do want to say that I heard nothing but glowing feedback about the Christmas Parade and Tree Lighting. I truly regret that I wasn’t able to attend, but I’m so proud of how this event has grown into such a strong community tradition. Thank you to Stacy and to every staff member and volunteer who played a role. Please pass along my appreciation. It was a wonderful event for our city.”

Council Member Ahmed reported he attended the Christmas parade, he stated the float was amazing, he truly enjoyed the event.

Mayor Smith reported that many people expressed how impressed they were with the organization, turnout, and community spirit. Mayor Smith shared how he was snowed on for several streets. to hearing from residents and visitors that this year’s event was better than larger regional parades. It was stated that they look forward to seeing this event continue to grow year after year.

2.2 STAFF VERBAL REPORTS

Police Chief Palmer reported 1,193 calls for service, 533 proactive stops, 16 misdemeanor arrests, 3 felony arrests, and a search warrant served for child-pornography-related crimes.

Deputy Director of Public Works Roman reported, continued patching potholes, repairing water leaks, and managing seasonal leaf issues. The street sweeper is back in service. Reminder for the public to place leaves in organic waste carts to prevent drainage backups.

Community & Economic Development Director Munoz reported, continuing to process permits, review site plans, and meet with developers interested in projects in Chowchilla.

Director of Recreation & Community Engagement Wisener reported, preparing for the parade and tree lighting involved every city department. Staff thanked all volunteers and donors, including Mid Valley Disposal and Lozano Smith, for contributing to the event’s success. Completed deployment of the new citywide phone system and began gathering technical information for next steps.

City Administrator Pruett reported, continuing work with the Community Development Block Grant (CFD) refunding team, including outreach planning and a potential informational video for residents. Working with consultants on a federal grant application for the roundabout to help close the remaining funding gap. Applying for a \$50,000 T-Mobile grant for the pickleball courts and pursuing CDBG funding for Kings Avenue. Caltrans reported that the Robertson Boulevard project has been delayed to the next fiscal year due to reduced SHOPP allocation. Construction is now anticipated to begin March 2027 with completion expected by September 2028. Ribbon-cuttings scheduled for January 13, with another event date pending. Meeting held with AutoZone regarding reimbursement agreements.

CONSENT CALENDAR – Section 3

- 3.1 Approval of the November 25, 2025 Regular City Council Meeting Minutes (McClendon)**
- 3.2 Consideration and Acceptance of the November 2025 Check Register Report (Seeto)**
- 3.3 Consideration and Acceptance of the Special Tax Annual Report for Community Facilities District No. 2006-1, Improvement Area 1, Special Tax Bonds, Series 2007;**

and, Special Tax Annual Report for Community Facilities District No. 2022-1, Special Tax Fund (Seeto)

Motion by Council Member Ahmed, Seconded by Payor Pro Tem Troost to Approve the Consent Calendar as Presented. Motion passed with Council Members Barragan and Chavez absent.

PUBLIC HEARINGS – Section 4

4.1 Consideration and Adoption of a City Council Resolution Reviewing Certain Impact Fee Accounts, Adopting the Report and Making Certain Findings Related Thereto (AB1600) (Seeto)

Mayor Smith opened the public hearing at 4:31 p.m. No one came forward for or against the item. Mayor Smith closed the public hearing at 4:31 p.m.

Motion by Council Member Ahmed, Seconded by Mayor Pro Tem Troost to Approve City Council Resolution #94-25, Reviewing Certain Impact Fee Accounts, Adopting the Report and Making Certain Findings Related Thereto (AB1600). Motion passed with Council Members Barragan and Chavez absent.

DEFERRED BUSINESS – Section 5

NEW BUSINESS – Section 6

6.1 Consideration and Adoption of a City Council Resolution Accepting Improvements and Authorizing Filing of the Notice of Completion for the Oleander Terrace Subdivision (Roman)

Motion by Mayor Pro Tem Troost, Seconded by Council Member Ahmed to Approve City Council Resolution # 95-25, Accepting Improvements and Authorizing Filing of the Notice of Completion For the Oleander Terrace Subdivision. Motion passed by roll call vote with Council Members Barragan and Chavez absent.

ANNOUNCEMENTS – Section 7

DEC 17	PLANNING COMMISSION MEETING, COUNCIL CHAMBERS, 5PM
DEC 22-26	CHRISTMAS WEEK, CITY OFFICES CLOSED
JAN 1	NEW YEARS DAY, CITY OFFICES CLOSED
JAN 13	CITY COUNCIL MEETING, COUNCIL CHAMBERS, 4PM

ADJOURNMENT

Mayor Smith Adjourned the December 9, 22025 Chowchilla City Council Meeting at 4:40 p.m.

ATTEST:

APPROVED:

Joann McClendon, CMC, City Clerk

Mayor Kelly Smith



MINUTES

Special City Council Meeting

Council Chamber, Chowchilla City Hall
130 S. Second Street, Chowchilla, CA 93610

Tuesday, December 09, 2025

Open Session 4:00 p.m.

[CLICK HERE
TO RETURN TO
THE AGENDA](#)

CALL TO ORDER/ROLL CALL

Mayor: Kelly Smith

Mayor Pro Tem: Jeff Troost

Council Members: Waseem Ahmed, Ray Barragan (absent), John Chavez (absent)

City staff and contract employees present: City Administrator Rod Pruett, City Attorney Michael Prentice, Police Chief Jeff Palmer, Public Works Deputy Director Joseph Roman, Community & Economic Development Director Denise Munoz, Director of Recreation & Community Engagement Stacy Wisener, IT System Administrator Kurt Wlodarczyk, City Clerk Joann McClendon, Deputy City Clerk Vanessa Galvez-Escobar

PLEDGE OF ALLEGIANCE

INVOCATION: Pastor Pruitt

NEW BUSINESS – Section 1

1. Consideration and Adoption of a City Council Resolution to Approve the Scope of Work Order for the Avenue 24 ½ Road Rehabilitation Project (Roman)

Motion by Mayor Pro Tem Troost, Seconded by Council Member Ahmed to Approve City Council Resolution # 96-25, Approving the Scope of Work Order for the Avenue 24 ½ Road Rehabilitation Project. Motion passed by roll call vote with Council Members Barragan and Chavez absent.

ADJOURNMENT

Mayor Smith Adjourned the December 9, 2025 Special City Council Meeting at 4:40 p.m.

ATTEST:

APPROVED:

Joann McClendon, CMC, City Clerk

Mayor Kelly Smith

CITY OF CHOWCHILLA CALIFORNIA



Item 3.3

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REPORT TO THE CITY COUNCIL

Meeting of: January 13, 2026

AGENDA SECTION: Consent

SUBJECT: Information Regarding Monthly Invoice Payments

PREPARED BY: Daniel Seeto, Finance Director

ATTACHMENTS: Check list report

REVIEWED BY
ADMINISTRATOR ☒

REVIEWED BY
ATTORNEY ☒

REVIEWED BY
FINANCE ☒

RECOMMENDATION:

Informational only. The invoices paid are shown in the attached listing of invoices.

BACKGROUND:

Presented this evening is a list of invoices paid in December 2025.

REASON FOR RECOMMENDATION:

Informational item only.

FISCAL IMPACT:

Each item shown on the invoice list includes a description of that item and the amount of the invoice.

ALTERNATIVES:

Not applicable.

ACTIONS FOLLOWING APPROVAL:

None.



Chowchilla, CA

Bank Transaction Report

Transaction Detail

Issued Date Range: 12/01/2025 - 12/31/2025

Cleared Date Range: -

Issued Date	Cleared Date	Number	Description	Module	Status	Type	Amount
Bank Account: 200650906 - General Tricounties Bank							
12/01/2025		70682	Alejandro Vargas Sanchez	Accounts Payable	Outstanding	Check	-1,642.69
12/02/2025		70683	Raul Valdez	Utility Billing	Outstanding	Check	-27.30
12/02/2025		70684	Acme Rotary Broom Service	Accounts Payable	Outstanding	Check	-972.18
12/02/2025		70685	Airespring Inc	Accounts Payable	Outstanding	Check	-557.44
12/02/2025		70686	AT & T	Accounts Payable	Outstanding	Check	-106.29
12/02/2025		70687	AT & T CALNET	Accounts Payable	Outstanding	Check	-880.20
12/02/2025		70688	AutoZone Parts, Inc	Accounts Payable	Outstanding	Check	-97.81
12/02/2025		70689	Baker Supplies and Repairs	Accounts Payable	Outstanding	Check	-373.02
12/02/2025		70690	BSK Associates	Accounts Payable	Outstanding	Check	-272.97
12/02/2025		70691	Bumpin N Jumpin Party Rentals LLC	Accounts Payable	Outstanding	Check	-1,400.00
12/02/2025		70692	Cornerstone Structural Engineering Group, Inc.	Accounts Payable	Outstanding	Check	-4,945.27
12/02/2025		70693	ESO Solutions Inc.	Accounts Payable	Outstanding	Check	-734.43
12/02/2025		70694	Farmers Hardware	Accounts Payable	Outstanding	Check	-278.90
12/02/2025		70695	Frederick Gaumnitz	Accounts Payable	Outstanding	Check	-724.60
12/02/2025		70696	Howell Communications Inc.	Accounts Payable	Outstanding	Check	-75,000.00
12/02/2025		70697	JMP Office Technologies	Accounts Payable	Outstanding	Check	-588.00
12/02/2025		70698	Julie Kristine Ortiz- Rocha	Accounts Payable	Outstanding	Check	-312.50
12/02/2025		70699	L.N. Curtis & Sons	Accounts Payable	Outstanding	Check	-240.38
12/02/2025		70700	Loretta Donato- Roberts	Accounts Payable	Outstanding	Check	-310.00
12/02/2025		70701	Lozano Smith, LLP	Accounts Payable	Outstanding	Check	-20,655.00
12/02/2025		70702	Mace Pest Control	Accounts Payable	Outstanding	Check	-90.00
12/02/2025		70703	Madera Tribune	Accounts Payable	Outstanding	Check	-2,801.50
12/02/2025		70704	Mid Valley Disposal Inc.	Accounts Payable	Outstanding	Check	-147,924.58
12/02/2025		70705	ODP Business Solutions, LLC	Accounts Payable	Outstanding	Check	-67.17
12/02/2025		70706	O'Reilly Auto Parts	Accounts Payable	Outstanding	Check	-227.46
12/02/2025		70707	PACE Supply Corp	Accounts Payable	Outstanding	Check	-1,814.42
12/02/2025		70708	PacWest Direct	Accounts Payable	Outstanding	Check	-206.04
12/02/2025		70709	Power Business Technology LLC	Accounts Payable	Outstanding	Check	-25.95
12/02/2025		70710	Precision Civil Engineering, Inc.	Accounts Payable	Outstanding	Check	-6,150.43
12/02/2025		70711	Price Paige & Company CPA's LLP	Accounts Payable	Outstanding	Check	-2,906.00
12/02/2025		70712	Prudential Overall Supply	Accounts Payable	Outstanding	Check	-1,113.97
12/02/2025		70713	Purl's Sheet Metal & Air Conditioning Inc.	Accounts Payable	Outstanding	Check	-1,529.22
12/02/2025		70714	Quad Knopf, Inc.	Accounts Payable	Outstanding	Check	-99,471.34
12/02/2025		70715	Void Check	Accounts Payable	Voided	Check	0.00
12/02/2025		70716	Quadient Leasing USA, Inc.	Accounts Payable	Outstanding	Check	-690.75
12/02/2025		70717	R & H Wholesale Supply, Inc	Accounts Payable	Outstanding	Check	-245.16

Bank Transaction Report

Issued Date Range: -

Issued Date	Cleared Date	Number	Description	Module	Status	Type	Amount
12/02/2025		70718	R & R Pool Service	Accounts Payable	Outstanding	Check	-140.00
12/02/2025		70719	Railworks Track Systems LLC	Accounts Payable	Outstanding	Check	-215.00
12/02/2025		70720	Rain for Rent	Accounts Payable	Outstanding	Check	-1,994.18
12/02/2025		70721	Southern Tire Mart LLC	Accounts Payable	Outstanding	Check	-732.12
12/02/2025		70722	Superior Pool Products, LLC	Accounts Payable	Outstanding	Check	-3,521.98
12/02/2025		70723	Terryberry Company LLC	Accounts Payable	Outstanding	Check	-1,366.67
12/02/2025		70724	Tyler Business Forms	Accounts Payable	Outstanding	Check	-81.95
12/02/2025		70725	US BANK (CAL-CARD)	Accounts Payable	Outstanding	Check	-7,298.88
12/02/2025		70726	Van De Pol Petroleum	Accounts Payable	Outstanding	Check	-5,715.45
12/02/2025		70727	Verizon Wireless	Accounts Payable	Outstanding	Check	-4,303.37
12/02/2025		70728	Vulcan Materials Company	Accounts Payable	Outstanding	Check	-1,567.52
12/02/2025		70729	Yamabe and Horn Engineering Inc.	Accounts Payable	Outstanding	Check	-11,124.40
12/02/2025		70730	Zim Industries Inc.	Accounts Payable	Outstanding	Check	-346,425.50
12/08/2025		70731	AFLAC	Accounts Payable	Outstanding	Check	-792.88
12/08/2025		70732	AT & T	Accounts Payable	Outstanding	Check	-106.29
12/08/2025		70733	Central Valley Veterinary Clinic	Accounts Payable	Outstanding	Check	-202.53
12/08/2025		70734	City of Chowchilla-CH	Accounts Payable	Outstanding	Check	-421.85
12/08/2025		70735	Comcast	Accounts Payable	Outstanding	Check	-43.20
12/08/2025		70736	Cook's Communication Corp	Accounts Payable	Outstanding	Check	-333.00
12/08/2025		70737	DATCO Services Coporation	Accounts Payable	Outstanding	Check	-20.00
12/08/2025		70738	Dept of Pesticide Regulation	Accounts Payable	Outstanding	Check	-205.00
12/08/2025		70739	Enterprise Fleet Management, Inc	Accounts Payable	Outstanding	Check	-15,077.42
12/08/2025		70740	Fresno City College	Accounts Payable	Outstanding	Check	-294.00
12/08/2025		70741	Occupational Health Centers of California	Accounts Payable	Outstanding	Check	-186.00
12/08/2025		70742	ODP Business Solutions, LLC	Accounts Payable	Outstanding	Check	-2,203.34
12/08/2025		70743	Void Check	Accounts Payable	Voided	Check	0.00
12/08/2025		70744	Pegboard	Accounts Payable	Outstanding	Check	-309.13
12/08/2025		70745	Prudential Overall Supply	Accounts Payable	Outstanding	Check	-50.56
12/08/2025		70746	Quad Knopf, Inc.	Accounts Payable	Outstanding	Check	-12,597.07
12/08/2025		70747	Quadient Finance USA, Inc.	Accounts Payable	Outstanding	Check	-2,000.00
12/08/2025		70748	Rain for Rent	Accounts Payable	Outstanding	Check	-8,609.01
12/08/2025		70749	Rick Manuel Medeiros	Accounts Payable	Outstanding	Check	-600.00
12/08/2025		70750	SHI International Corp	Accounts Payable	Outstanding	Check	-24,697.82
12/08/2025		70751	SignMax	Accounts Payable	Outstanding	Check	-43.34
12/08/2025		70752	State Water Resources Control	Accounts Payable	Outstanding	Check	-563.00
12/08/2025		70753	State Water Resources Control	Accounts Payable	Outstanding	Check	-55,360.00
12/08/2025		70754	Terryberry Company LLC	Accounts Payable	Outstanding	Check	-1,214.31
12/08/2025		70755	T-Mobile USA Inc	Accounts Payable	Outstanding	Check	-346.85
12/08/2025		70756	Townsend Public Affairs, Inc.	Accounts Payable	Outstanding	Check	-4,500.00
12/08/2025		70757	U.S. Security Supply, Inc.	Accounts Payable	Outstanding	Check	-540.66
12/08/2025		70758	US BANK (CAL-CARD)	Accounts Payable	Outstanding	Check	-14,251.42
12/08/2025		70759	US Post Office	Accounts Payable	Outstanding	Check	-3,150.59
12/08/2025		70760	Van De Pol Petroleum	Accounts Payable	Outstanding	Check	-352.69

Bank Transaction Report
Issued Date Range: -

Issued Date	Cleared Date	Number	Description	Module	Status	Type	Amount
12/08/2025		70761	Van De Pol Petroleum	Accounts Payable	Outstanding	Check	-7,668.83
12/15/2025		70771	Emily Barberi	Utility Billing	Outstanding	Check	-56.93
12/15/2025		70772	Darren Wade	Utility Billing	Outstanding	Check	-155.25
12/15/2025		70773	Diana Lathrop	Utility Billing	Outstanding	Check	-206.80
12/15/2025		70774	Josh Turner	Utility Billing	Outstanding	Check	-192.11
12/16/2025		70762	CA State Disbursement Unit	Accounts Payable	Outstanding	Check	-263.53
12/16/2025		70763	Chowchilla City Police Officers Association	Accounts Payable	Outstanding	Check	-1,204.00
12/16/2025		70764	Void Check	Accounts Payable	Voided	Check	0.00
12/16/2025		70765	Chowchilla Employees Assn.	Accounts Payable	Outstanding	Check	-240.00
12/16/2025		70766	Chowchilla Mid-Management	Accounts Payable	Outstanding	Check	-120.00
12/16/2025		70767	Chowchilla Office	Accounts Payable	Outstanding	Check	-136.00
12/16/2025		70768	Fitness Peak	Accounts Payable	Outstanding	Check	-87.50
12/16/2025		70769	Franchise Tax Board- Tax	Accounts Payable	Outstanding	Check	-450.00
12/16/2025		70770	U.S. Bank (PARS)	Accounts Payable	Outstanding	Check	-280.44
12/17/2025		70775	American Fidelity Assurance	Accounts Payable	Outstanding	Check	-1,430.46
12/17/2025		70776	Anderson Pump Co	Accounts Payable	Outstanding	Check	-404.54
12/17/2025		70777	AT & T	Accounts Payable	Outstanding	Check	-106.29
12/17/2025		70778	AT & T CALNET	Accounts Payable	Outstanding	Check	-285.94
12/17/2025		70779	Badger Meter Inc.	Accounts Payable	Outstanding	Check	-681.78
12/17/2025		70780	Baker Supplies and Repairs	Accounts Payable	Outstanding	Check	-118.53
12/17/2025		70781	Blue Shield of California	Accounts Payable	Outstanding	Check	-81,271.11
12/17/2025		70782	Brandley Engineering, Inc.	Accounts Payable	Outstanding	Check	-33,346.00
12/17/2025		70783	BSK Associates	Accounts Payable	Outstanding	Check	-535.10
12/17/2025		70784	Caddyshack Rodent Service LLC	Accounts Payable	Outstanding	Check	-2,775.00
12/17/2025		70785	Chowchilla Union High School District	Accounts Payable	Outstanding	Check	-3,000.00
12/17/2025		70786	Comcast	Accounts Payable	Outstanding	Check	-1.12
12/17/2025		70787	Comcast	Accounts Payable	Outstanding	Check	-245.16
12/17/2025		70788	Consolidated Electrical Distributors	Accounts Payable	Outstanding	Check	-655.64
12/17/2025		70789	Ernesto Cervantes	Accounts Payable	Outstanding	Check	-58.44
12/17/2025		70790	Farmers Hardware	Accounts Payable	Outstanding	Check	-331.25
12/17/2025		70791	Void Check	Accounts Payable	Voided	Check	0.00
12/17/2025		70792	Grover Landscape Services Inc.	Accounts Payable	Outstanding	Check	-6,200.92
12/17/2025		70793	Home Depot Credit Services	Accounts Payable	Outstanding	Check	-3,010.16
12/17/2025		70794	Void Check	Accounts Payable	Voided	Check	0.00
12/17/2025		70795	Interstate Battery of Fresno	Accounts Payable	Outstanding	Check	-478.42
12/17/2025		70796	Joann McClendon	Accounts Payable	Outstanding	Check	-136.95
12/17/2025		70797	Madera County Environmental	Accounts Payable	Outstanding	Check	-1,695.00
12/17/2025		70798	Madera Tribune	Accounts Payable	Outstanding	Check	-104.00
12/17/2025		70799	Metro Uniform of Merced	Accounts Payable	Outstanding	Check	-119.55
12/17/2025		70800	Mid Valley Disposal Inc.	Accounts Payable	Outstanding	Check	-15,560.02
12/17/2025		70801	Municipal Maintenance Equipment Inc.	Accounts Payable	Outstanding	Check	-482.74
12/17/2025		70802	NBS	Accounts Payable	Outstanding	Check	-2,807.99
12/17/2025		70803	ODP Business Solutions, LLC	Accounts Payable	Outstanding	Check	-201.98

Bank Transaction Report

Issued Date Range: -

Issued Date	Cleared Date	Number	Description	Module	Status	Type	Amount
12/17/2025		70804	O'Reilly Auto Parts	Accounts Payable	Outstanding	Check	-916.54
12/17/2025		70805	PARS	Accounts Payable	Outstanding	Check	-517.44
12/17/2025		70806	Precision Civil Engineering, Inc.	Accounts Payable	Outstanding	Check	-2,832.50
12/17/2025		70807	Principal Life Insurance Company	Accounts Payable	Outstanding	Check	-8,355.71
12/17/2025		70808	Prudential Overall Supply	Accounts Payable	Outstanding	Check	-99.79
12/17/2025		70809	Purl's Sheet Metal & Air Conditioning Inc.	Accounts Payable	Outstanding	Check	-1,202.44
12/17/2025		70810	Quad Knopf, Inc.	Accounts Payable	Outstanding	Check	-25,003.95
12/17/2025		70811	Rain for Rent	Accounts Payable	Outstanding	Check	-2,327.86
12/17/2025		70812	S & W Auto Parts Inc.	Accounts Payable	Outstanding	Check	-82.38
12/17/2025		70813	Samsara Inc.	Accounts Payable	Outstanding	Check	-379.93
12/17/2025		70814	San Joaquin Valley Unified Air Pollution Control District	Accounts Payable	Outstanding	Check	-314.00
12/17/2025		70815	Self Help Enterprises	Accounts Payable	Outstanding	Check	-5,183.33
12/17/2025		70816	Southern Tire Mart LLC	Accounts Payable	Outstanding	Check	-375.66
12/17/2025		70817	State Water Resources Control	Accounts Payable	Outstanding	Check	-80,149.78
12/17/2025		70818	State Water Resources Control	Accounts Payable	Outstanding	Check	-15,845.24
12/17/2025		70819	Technicon Engineering Services, Inc.	Accounts Payable	Outstanding	Check	-845.00
12/17/2025		70820	Terra West Construction Inc	Accounts Payable	Outstanding	Check	-111,083.50
12/17/2025		70821	Toshiba Financial Services	Accounts Payable	Outstanding	Check	-2,545.25
12/17/2025		70822	Tyler Technologies, Inc.	Accounts Payable	Outstanding	Check	-66,047.73
12/17/2025		70823	U.S. Security Supply, Inc.	Accounts Payable	Outstanding	Check	-525.72
12/17/2025		70824	US BANK (CAL-CARD)	Accounts Payable	Outstanding	Check	-12,911.74
12/17/2025		70825	Van De Pol Petroleum	Accounts Payable	Outstanding	Check	-5,753.82
12/17/2025		70826	Van De Pol Petroleum	Accounts Payable	Outstanding	Check	-356.70
12/17/2025		70827	Vision Service Plan - (CA)	Accounts Payable	Outstanding	Check	-780.99
12/17/2025		70828	W.M. Lyles Co.	Accounts Payable	Outstanding	Check	-95,307.80
12/18/2025		70829	The Sand Trap Bar & Grill	Accounts Payable	Outstanding	Check	-2,281.50
12/30/2025		70830	Causey Public Finance, LLC	Accounts Payable	Outstanding	Check	-3,000.00
12/30/2025		70831	CA State Disbursement Unit	Accounts Payable	Outstanding	Check	-290.76
12/30/2025		70832	Chowchilla City Police Officers Association	Accounts Payable	Outstanding	Check	-1,161.00
12/30/2025		70833	Void Check	Accounts Payable	Voided	Check	0.00
12/30/2025		70834	Chowchilla Employees Assn.	Accounts Payable	Outstanding	Check	-288.00
12/30/2025		70835	Chowchilla Mid-Management	Accounts Payable	Outstanding	Check	-120.00
12/30/2025		70836	Chowchilla Office	Accounts Payable	Outstanding	Check	-136.00
12/30/2025		70837	Employment Development Dept	Accounts Payable	Outstanding	Check	-364.34
12/30/2025		70838	Fitness Peak	Accounts Payable	Outstanding	Check	-70.00
12/30/2025		70839	Franchise Tax Board- Tax	Accounts Payable	Outstanding	Check	-450.00
12/30/2025		70840	U.S. Bank (PARS)	Accounts Payable	Outstanding	Check	-187.06
Bank Account 200650906 Total: (159)							-1,524,140.89

Bank Account: 200695379 - Payroll-Tri Counties

12/12/2025		699	699	Payroll	Outstanding	Check	-284.40
12/12/2025	12/11/2025	700	700	Payroll	Cleared	Check	0.00
12/12/2025		701	701	Payroll	Outstanding	Check	-209.09

Bank Transaction Report

Issued Date Range: -

Issued Date	Cleared Date	Number	Description	Module	Status	Type	Amount
12/12/2025	12/11/2025	702	702	Payroll	Cleared	Check	0.00
12/12/2025		703	703	Payroll	Outstanding	Check	-284.40
Bank Account 200695379 Total: (5)							-777.89
Report Total: (164)							-1,524,918.78

Summary

Bank Account	Count	Amount
200650906 General Tricounties Bank	159	-1,524,140.89
200695379 Payroll-Tri Counties	5	-777.89
Report Total:	164	-1,524,918.78

Cash Account	Count	Amount
No Cash Account	8	0.00
999 999-0100-0215 Cash In Bank	153	-1,524,140.89
999 999-0100-0216 Cash In Bank (Payroll)	3	-777.89
Report Total:	164	-1,524,918.78

Transaction Type	Count	Amount
Check	164	-1,524,918.78
Report Total:	164	-1,524,918.78



REPORT TO THE CITY COUNCIL

Meeting of: January 13, 2026

AGENDA SECTION: Consent

SUBJECT: **Consideration of Monthly Financial Statements**

PREPARED BY: Daniel Seeto, Finance Director

ATTACHMENTS: November 2025 Budget vs Actual and Balance Sheet

REVIEWED BY
ADMINISTRATOR ☒

REVIEWED BY
ATTORNEY ☒

REVIEWED BY
FINANCE ☒

RECOMMENDATION:

Approve the November 2025 Financial Statements shown in the attachment.

BACKGROUND:

Staff provides Council with monthly financial information as an ongoing financial status update.

REASON FOR RECOMMENDATION:

The monthly financial statements consist of a Budget vs Actual and a Balance Sheet for the General Fund. The Budget vs Actual shows the current Month (Period Activity) and current Year (Fiscal Activity) Revenues and Expenses by Department in summary form compared to the current year Original and Current budgets. The Balance Sheet shows the Assets, Liabilities and Fund Balance at the time the report is generated. This provides an overview of cash, amounts owed to the City, amounts the City owes and the fund balance at a specific point in time.

The financial statements are being presented as an overview of the City's finances and are not meant to be a comprehensive in-depth review. As a reference to compare to the percent remaining column in the report, the percentage of the year remaining 58.33%.

If the percent remaining column for Revenues is **higher** than the above-mentioned percentage, that is an unfavorable variance and should be explained if significant. If the percent remaining column for Expenses is **lower** than the above-mentioned percentage, that is an unfavorable variance and should be explained if significant.

If there are questions regarding the actual amounts or budget vs actual variances, please forward your questions to me in enough time before the meeting for staff to research them

FISCAL IMPACT: Revenues

General Administration- Property tax and VLF, which are 2 of our biggest revenues, are only received 2 times a year in February and May, we have yet to receive a distribution. We are teetered which means we do not have to worry about delinquencies, because the County pays us and goes after the delinquencies themselves. Sales tax payments run a couple months behind and we have yet to receive September's payment. Sales tax is our 2nd largest revenue.

Police Department- Budgeted revenue is from school reimbursements for SRO service, which we have received. Also, it has \$700k Transfer-in from Measure N for the RIMS Software, recruitment and retention of employees, communications upgrade, evidence storage and fleet/upfitting costs.

Fire Department- This revenue is for fines/penalties and fire inspection fees which is completed throughout the year.

Community & Economic Development- This will fluctuate as building permits are pulled. We budgeted for the following projects like Rancho Calera, Solar Permits and various other projects within the City. We still have other miscellaneous permits for other items that are happening as well.

Parks and Facilities- The revenues are for overhead allocations from the LLMD that happen at the end of the year.

Community Relations- Revenues are from sports program reimbursements, park pavilion rentals and donations.

Expenses

General Services- Budgeted expenses are more than usual as of right now due to the Pension Obligation Bond Transfer out.

Police Department- Budgeted expenses are more than usual as of right now due to the Pension Obligation Bond Transfer out.

Fire Department- Budgeted expenses are more than usual as of right now due to the payment to the volunteer firefighters.

Community Relations- Budgeted expenses are more than usual as of right now due to the purchase of Archive Social Subscription and Enclosed Trailer.

ALTERNATIVES:

Pull the item for further discussion

ACTIONS FOLLOWING APPROVAL:

None



Chowchilla, CA

Budget Report Group Summary

For Fiscal: 2025-2026 Period Ending: 11/30/2025

Account Typ...	Original Total Budget	Current Total Budget	Period Activity	Fiscal Activity	Variance Favorable (Unfavorable)	Percent Remaining
Dept: 1600 - General Administration						
Revenue	10,697,699.00	10,697,699.00	40,835.29	975,626.48	-9,722,072.52	90.88%
Expense	427,896.00	427,896.00	1,173.39	34,592.33	393,303.67	91.92%
Dept: 1600 - General Administration Surplus (Deficit):	10,269,803.00	10,269,803.00	39,661.90	941,034.15	-9,328,768.85	90.84%
Dept: 1605 - City Council						
Revenue	3,500.00	3,500.00	284.40	1,279.80	-2,220.20	63.43%
Expense	121,911.00	121,911.00	6,047.61	19,051.13	102,859.87	84.37%
Dept: 1605 - City Council Surplus (Deficit):	-118,411.00	-118,411.00	-5,763.21	-17,771.33	100,639.67	84.99%
Dept: 1610 - City Clerk						
Expense	291,900.00	291,900.00	24,324.86	154,198.90	137,701.10	47.17%
Dept: 1610 - City Clerk Total:	291,900.00	291,900.00	24,324.86	154,198.90	137,701.10	47.17%
Dept: 1615 - City Attorney						
Expense	275,000.00	275,000.00	11,039.00	33,697.74	241,302.26	87.75%
Dept: 1615 - City Attorney Total:	275,000.00	275,000.00	11,039.00	33,697.74	241,302.26	87.75%
Dept: 1705 - General Services						
Revenue	0.00	0.00	0.00	226.50	226.50	0.00%
Expense	2,247,814.00	2,263,984.00	112,577.81	1,007,578.98	1,256,405.02	55.50%
Dept: 1705 - General Services Surplus (Deficit):	-2,247,814.00	-2,263,984.00	-112,577.81	-1,007,352.48	1,256,631.52	55.51%
Dept: 1710 - City Administration						
Expense	456,703.00	456,703.00	35,205.94	157,127.20	299,575.80	65.60%
Dept: 1710 - City Administration Total:	456,703.00	456,703.00	35,205.94	157,127.20	299,575.80	65.60%
Dept: 1712 - City Property - Rents						
Revenue	162,846.00	162,846.00	8,326.54	79,245.36	-83,600.64	51.34%
Expense	53,445.00	53,445.00	215.00	18,516.16	34,928.84	65.35%
Dept: 1712 - City Property - Rents Surplus (Deficit):	109,401.00	109,401.00	8,111.54	60,729.20	-48,671.80	44.49%
Dept: 1720 - Finance Department						
Revenue	8,200.00	8,200.00	218.00	2,553.00	-5,647.00	68.87%
Expense	977,847.00	977,847.00	56,235.54	388,258.87	589,588.13	60.29%
Dept: 1720 - Finance Department Surplus (Deficit):	-969,647.00	-969,647.00	-56,017.54	-385,705.87	583,941.13	60.22%
Dept: 2610 - Police Department						
Revenue	1,049,432.00	1,112,826.00	11,817.80	252,094.83	-860,731.17	77.35%
Expense	5,224,437.00	5,596,619.00	322,046.06	2,582,733.59	3,013,885.41	53.85%
Dept: 2610 - Police Department Surplus (Deficit):	-4,175,005.00	-4,483,793.00	-310,228.26	-2,330,638.76	2,153,154.24	48.02%
Dept: 2615 - Police - Mad Net						
Revenue	193,300.00	193,300.00	0.00	0.00	-193,300.00	100.00%
Expense	303,692.00	303,692.00	0.00	0.00	303,692.00	100.00%
Dept: 2615 - Police - Mad Net Surplus (Deficit):	-110,392.00	-110,392.00	0.00	0.00	110,392.00	100.00%
Dept: 2705 - Fire Department						
Revenue	5,500.00	14,224.00	231.40	10,336.73	-3,887.27	27.33%
Expense	517,716.00	528,798.00	20,965.42	210,797.30	318,000.70	60.14%
Dept: 2705 - Fire Department Surplus (Deficit):	-512,216.00	-514,574.00	-20,734.02	-200,460.57	314,113.43	61.04%
Dept: 4705 - Community & Economic Development						
Revenue	739,134.00	739,134.00	43,484.24	368,898.93	-370,235.07	50.09%
Expense	1,180,198.00	1,170,198.00	56,204.66	386,990.16	783,207.84	66.93%
Dept: 4705 - Community & Economic Development Surplus (Deficit):	-441,064.00	-431,064.00	-12,720.42	-18,091.23	412,972.77	95.80%
Dept: 6610 - Community Pool (OLD)						
Revenue	2,000.00	3,600.00	0.00	3,628.00	28.00	0.78%
Expense	24,956.00	24,956.00	0.00	15,793.59	9,162.41	36.71%

Budget Report

For Fiscal: 2025-2026 Period Ending: 11/30/2025

Account Typ...	Original Total Budget	Current Total Budget	Period Activity	Fiscal Activity	Variance Favorable (Unfavorable)	Percent Remaining
Dept: 6610 - Community Pool (OLD) Surplus (Deficit):	-22,956.00	-21,356.00	0.00	-12,165.59	9,190.41	43.03%
Dept: 6615 - Senior Services						
Expense	47,902.00	50,902.00	45.00	5,708.88	45,193.12	88.78%
Dept: 6615 - Senior Services Total:	47,902.00	50,902.00	45.00	5,708.88	45,193.12	88.78%
Dept: 6620 - Parks & Facilities						
Revenue	79,597.00	79,597.00	0.00	20,226.50	-59,370.50	74.59%
Expense	1,337,779.00	1,423,863.00	44,679.76	397,051.83	1,026,811.17	72.11%
Dept: 6620 - Parks & Facilities Surplus (Deficit):	-1,258,182.00	-1,344,266.00	-44,679.76	-376,825.33	967,440.67	71.97%
Dept: 6625 - Community Relations						
Revenue	24,408.00	24,408.00	1,520.00	4,425.20	-19,982.80	81.87%
Expense	276,435.00	296,275.00	15,515.46	139,916.41	156,358.59	52.77%
Dept: 6625 - Community Relations Surplus (Deficit):	-252,027.00	-271,867.00	-13,995.46	-135,491.21	136,375.79	50.16%
Report Surplus (Deficit):	-800,015.00	-1,224,655.00	-599,557.84	-3,833,471.74	-2,608,816.74	-213.02%

Fund Summary

Fund	Original Total Budget	Current Total Budget	Period Activity	Fiscal Activity	Variance Favorable (Unfavorable)
100 - General Fund	-800,015.00	-1,224,655.00	-599,557.84	-3,833,471.74	-2,608,816.74
Report Surplus (Deficit):	-800,015.00	-1,224,655.00	-599,557.84	-3,833,471.74	-2,608,816.74



Chowchilla, CA

Balance Sheet

Account Summary

As Of 11/30/2025

Account	Name	Balance
Fund: 100 - General Fund		
Assets		
100-0100-0201	Petty Cash	500.00
100-0100-0202	Pre-Paid Postage Account	1,586.78
100-0100-0206	Cash Drawer	1,700.00
100-0100-0219	Lease Receivable	93,823.58
100-0100-0224	A/R MODULE ONLY RECEIVABLES	191,232.10
100-0100-0226	Advance to Other Funds	389,382.82
100-0100-0227	Liens Receivables General Fund	163,247.43
100-0100-0229	A/R Business License	-28.00
100-0100-0244	Deposit for Sec. 125	1,278.90
100-0100-0291	Prepaid Expenses	13,362.75
100-0100-1900	Claim On Cash	7,333,509.59
	Total Assets:	8,189,595.95
		8,189,595.95
Liability		
100-0200-0422	Bonds for Work-Refundable	2,000.00
100-0200-0480	Deferred Revenue	171,554.67
100-0200-0482	Unavailable Lease Revenue	50,823.48
100-0200-0499	Payroll Correction	-46.83
100-0200-2901	Accounts Payable Pending	148,297.57
	Total Liability:	372,628.89
Equity		
100-0300-0601	Fund Balance	10,343,618.29
100-0300-0604	Reserve for Contingencies	910,223.00
100-0300-0605	Designated for Prepaid Items	239.50
100-0300-0611	Reserve for L/T A/R	389,382.82
100-0300-0615	SB1186	6,975.19
	Total Beginning Equity:	11,650,438.80
Total Revenue		1,718,541.33
Total Expense		5,552,013.07
Revenues Over/Under Expenses		-3,833,471.74
	Total Equity and Current Surplus (Deficit):	7,816,967.06
	Total Liabilities, Equity and Current Surplus (Deficit):	8,189,595.95



REPORT TO THE CITY COUNCIL

Meeting of: January 13, 2026

AGENDA SECTION: Consent

SUBJECT: Consideration of a Resolution and Master Agreement between Madera County Transportation Commission (MCTC) and the City of Chowchilla for the Fiscal Year (FY) 2024/2025, in regard to the allocation of RSTP Exchange Funding

PREPARED BY: Christina Soares, Administrative Analyst

PRESENTED BY: Joe Roman, Deputy Director of Public Works

ATTACHMENTS: Resolution, 2024/2025 Master Agreement, Application for RSTP Exchange Funds

REVIEWED BY
ADMINISTRATOR ☒

REVIEWED BY
ATTORNEY ☒

REVIEWED BY
FINANCE ☒

RECOMMENDATION:

Approve the Resolution and Master Agreement between Madera County Transportation Commission (MCTC) and the City of Chowchilla for the Fiscal Year 2024/2025.

BACKGROUND:

The Regional Surface Transportation Program (RSTP) was established by California state Statute utilizing Surface Transportation Program Funds per Section 133 of Title 23 of the United States Code. This program provides flexible funding that may be used by States and localities for projects to preserve and improve the conditions and performance on any Federal-aid highway, bridge and tunnel projects on any public road, pedestrian and bicycle infrastructure, and transit capital and intercity passenger projects. RSTP funds cannot be used on a road Federally functionally classified as a local road, and can only be used on roads classified as: minor collector, major collector, minor arterial, principal arterial, freeway or interstate.

MCTC allocates RSTP funds annually to the City of Chowchilla. The Department of Transportation (DOT) requires an annual approval of a resolution authorizing the use of RSTP funds as well as confirmation of eligible or qualified expenditures which must be requested by application for reimbursement. The Master Agreement commits the City to the terms of these requirements set forth and monitored by MCTC.

REASON FOR RECOMMENDATION:

In order to receive RSTP funds, the Department of Transportation in conjunction with MCTC requires an annual renewal of the Master Agreement to authorize the distribution of RSTP funds for FY 2024/2025.

FISCAL IMPACT:

None

ALTERNATIVES:

Not to approve the agreement between MCTC and the City of Chowchilla and not receive funds from RSTP.

ACTIONS FOLLOWING APPROVAL:

Upon signing of the Resolution and Master Agreement, the Master Agreement is to be submitted to MCTC.

COUNCIL RESOLUTION # XX-26

**A RESOLUTION OF THE CITY COUNCIL OF THE CITY OF CHOWCHILLA, CALIFORNIA
APPROVING THE MASTER AGREEMENT BETWEEN THE MADERA COUNTY TRANSPORTATION
COMMISSION AND THE CITY OF CHOWCHILLA FOR THE FISCAL YEAR 2024/2025 ALLOCATION
OF REGIONAL SURFACE TRANSPORTATION PROGRAM (RSTP) EXCHANGE FUNDING AND
AUTHORIZING CITY ADMINISTRATOR OR DESIGNEE TO SIGN NECESSARY CLAIM FORMS TO
OBTAIN FUTURE FUNDING**

WHEREAS, the City of Chowchilla is entitled to receive \$ 224,872 of Regional Surface Transportation Program (RSTP) funds in the 2024/2025 Fiscal Year; and,

WHEREAS, the City of Chowchilla has reserved \$ 224,872 for future projects; and,

WHEREAS, said allocations are available to fund qualified and eligible expenditures incurred within the Transit and Street Maintenance Activities of the City as are reflected in Exhibit A to the Attached Master Agreement; and,

WHEREAS, to receive its annual allocation of RSTP funds, the City must agree to the terms presented in the attached Master Agreement and subsequently submit funding applications seeking reimbursement for the expenditure of funds on eligible projects.

NOW, THEREFORE, BE IT RESOLVED that the City Council of the City of Chowchilla hereby finds, determines and declares the following:

1. The above recitals are true and correct
2. The Master Agreement between Madera County Transportation Commission and the City of Chowchilla regarding the use of RSTP allocations for the 2024/2025 fiscal year is hereby approved as shown in Attachment A, which is incorporated by reference herein.
3. The City Administrator or designee is authorized to complete and sign future funding applications necessary to obtain reimbursement of funds expended on eligible projects.
4. The Resolution shall take effect immediately.

PASSED AND ADOPTED by the City Council of the City of Chowchilla this 13th day of January, 2026 by the following vote to wit:

AYES:

NOES:

ABSENT:

ABSTAIN:

APPROVED:

Mayor Kelly Smith

ATTEST:

Joann McClendon, CMC
City Clerk

**MASTER AGREEMENT BETWEEN THE
MADERA COUNTY TRANSPORTATION COMMISSION
AND THE CITY OF CHOWCHILLA
FOR THE FISCAL YEAR 2024/25 ALLOCATION OF RSTP EXCHANGE FUNDING**

This agreement is made on January 13, 2025 by and between the City of Chowchilla, a public body, hereinafter referred to as “Recipient,” and the Madera County Transportation Commission, hereinafter referred to as “MCTC.”

WHEREAS, the MCTC is the state-designated Regional Transportation Planning Agency for Madera County; and

WHEREAS, as authorized by section 182.6(g) of the Streets and Highways Code, the MCTC has entered into a separate agreement with the State of California, through the Department of Transportation (Caltrans), to assign a defined portion of its annual Regional Surface Transportation Program (RSTP) apportionment to Caltrans in exchange for state funds for specified fiscal year(s); and

WHEREAS, the MCTC is authorized to use these exchanged funds (hereinafter RSTP Exchange Funds) to assist local agencies to promote projects which otherwise qualify for RSTP funds; and

WHEREAS, it is contemplated by MCTC and the Recipient that the amount of funding and the projects designated in Exhibit A may change from time to time as set forth below; and

WHEREAS, the MCTC has requested the Madera County Auditor-Controller to establish a separate fund for the Federal Apportionment Exchange Program and such a separate fund has been established.

NOW, THEREFORE, in consideration of the mutual covenants contained herein, THE PARTIES HERETO AGREE AS FOLLOWS:

- A. The MCTC agrees to allocate RSTP Exchange Funds paid by Caltrans under the Federal Apportionment Exchange Program only for projects as authorized under sections 133(b) and 133 (c) of Title 23, United States Code and Article XIX of the California State Constitution.
- B. The Recipient agrees to use RSTP Exchange Funds only for the RSTP Exchange eligible project(s) described in Exhibit A.
- C. The Recipient agrees to reimburse funds back to MCTC if it is determined that RSTP Exchange Funds were used for ineligible projects.

1. ADMINISTRATIVE POLICIES

- A. The projects described in Exhibit A, and the amounts allocated therefore, may be amended from time to time without changing the rest of this Master Agreement.
- B. The Recipient agrees to submit a RSTP Monitoring report to MCTC every 6 months describing the progress towards completion for all projects listed in Exhibit A.
- C. The Recipient agrees to mention MCTC's role in funding the project in any press releases or media events held by the Recipient to promote a funded project.
- D. The MCTC agrees to reimburse the Recipient within 30 days of receipt of an accurately completed claim form from the Recipient. The Recipient shall be reimbursed for actual incurred costs that are supported with documentation.
- E. The Recipient agrees to cause the completion of the project(s) within three years from the date funds were approved, as recorded in Exhibit A. Failure to complete the project(s) in a timely basis shall allow MCTC to refuse reimbursement and to reprogram such funds for other purposes.

2. COST PRINCIPLES

- A. Recipient agrees to comply with 2 CFR, Part 200, Uniform Administrative Requirements, Cost Principles and Audit Requirements for Federal Awards.
- B. Recipient agrees to require its contractors and subcontractors to:
 - (1) use Contract Cost Principles and Procedures, 48 CFR, Federal Acquisition Regulations System, Chapter 1, Part 31, et seq., to determine the allowability of individual project cost items; and
 - (2) comply with Federal administrative procedures in accordance with 2 CFR Part 200, Uniform Administrative Requirements, Cost Principles and Audit Requirements for Federal Awards.

3. THIRD PARTY CONTRACTING

- A. Recipient shall not award a construction contract over \$10,000 or other contracts over \$25,000 on the basis of a noncompetitive negotiation for work to be performed using Funds without the prior written approval of Caltrans. This provision shall not apply to professional service contracts of the type which are required to be procured in accordance with Government Code Sections 4525 (d), (e), and (f).

- B. Recipient agrees that travel and per diem reimbursements and third-party contract reimbursements to subcontractors will be allowable as project costs only after those costs are incurred and paid for by the subcontractors and only if consistent with Paragraph 6, below.
 - C. In addition to the above, the audit requirements of third-party contractor/consultants with Recipient shall be consistent with Local Assistance Procedures Manual as published by Caltrans.
- 4. ACCOUNTING SYSTEM

Recipient, its contractors and subcontractors, shall establish and maintain an accounting system and records that properly accumulate and segregate expenditures by line item. The accounting system of Recipient, its contractors and all subcontractors shall conform to Generally Accepted Accounting Principles (GAAP), enable the determination of incurred costs at interim points of completion, and provide support for reimbursement payment claims.
- 5. RIGHT TO AUDIT

For the purpose of verifying that funds paid hereunder are properly accounted for and proceeds are expended in accordance with the terms of this agreement, the Recipient, its contractors and subcontractors each agrees to grant Caltrans and/or the MCTC auditors access to the Recipient's books, documents, papers, accounting records, and other evidence pertaining to the performance of such contracts, including but not limited to, the costs of administering those various contracts. All documents shall be made available for inspection by authorized Caltrans or MCTC agents at any time during project development and for a four-year period from date of completion of project or one year after the audit is completed or waived by Caltrans, whichever is later.
- 6. TRAVEL AND SUBSISTENCE

Payments to contractors and subcontractors for travel and subsistence expenses of Recipient forces and/or its contractors or subcontractors, claimed for reimbursement or applied as local match credit, shall not exceed rates authorized to be paid exempt non-represented State employees under current State of California Department of Human Resources (CalHR) rules. If the rates invoiced are in excess of those authorized CalHR rates, then Recipient is responsible for the cost difference and any overpayments shall be reimbursed to the MCTC on demand.
- 7. PROJECT COMPLETION

Recipient agrees to provide to the MCTC a short report summarizing total project costs and milestones, including before and after photos of the project, for each project within sixty (60) days of completion.

8. GOVERNING LAWS

This Agreement shall be construed and enforced according to the laws of the State of California, and the parties hereby agree that the County of Madera shall be the proper venue for any dispute arising hereunder.

9. CONFLICT OF INTEREST

Recipient warrants that it presently has no interest and shall not acquire any interest during the term of this Agreement, which would directly or indirectly conflict in any manner or to any degree with its full and complete performance of all services under this Agreement.

10. CONSTRUCTION OF AGREEMENT

The parties agree that each party has fully participated in the review and revision of this Agreement and that any rule of construction to the effect that ambiguities are to be resolved against the drafting party shall not apply in the interpretation of this Agreement or any exhibit or amendment. To that end, it is understood and agreed that this Agreement has been arrived at through negotiation, and that neither party is to be deemed the party which prepared this Agreement within the meaning of Civil Code Section 1654. Section and paragraph headings appearing herein are for convenience only and shall not be used to interpret the terms of this Agreement.

11. WAIVER

Any waiver of any term or condition hereof must be in writing. No such waiver shall be construed as a waiver of any other term or condition herein.

12. SUCCESSORS AND ASSIGNS

This Agreement and all rights, privileges, duties and obligations hereunder, to the extent assignable or delegable, shall be binding upon and inure to the benefit of the parties and their respective successors, permitted assigns and heirs.

13. TIME IS OF THE ESSENCE

The parties mutually acknowledge and agree that time is of the essence with respect to every provision hereof in which time is an element. No extension of time for performance of any obligation or act shall be deemed an extension of time for performance of any other obligation or act, nor shall any such extension create a precedent for any further or future extension.

14. EXECUTION OF AGREEMENT

Any individual executing this Agreement on behalf of an entity represents and warrants that he or she has the requisite authority to enter into this Agreement on behalf of such entity and to bind the entity to the terms and conditions hereof. This Agreement may be executed in two or more counterparts, each of which shall be deemed an original, but all of which together shall constitute one and the same agreement.

15. ENTIRE AGREEMENT

This document, including all exhibits hereto, constitutes the entire agreement between the parties, and supersedes any and all prior written or oral negotiations and representations between the parties concerning all matters relating to the subject of this Agreement.

16. TERMINATION DATE

This Agreement shall remain in effect for a period of three (3) years from the date of this Agreement.

17. AMENDMENTS

Any changes to Exhibit A of the Agreement requested by the Recipient shall be implemented by a written amendment to Agreement and approved by both parties.

IN WITNESS WHEREOF, MCTC and Recipient execute this Agreement as follows:

MADERA COUNTY TRANSPORTATION COMMISSION

Patricia Taylor
Executive Director

Date

Recipient:
CHOWCHILLA

Rod Pruett
City Administrator

Date

Approved as to Form:

Michael Prentice
City Attorney

Date

MADERA COUNTY TRANSPORTATION COMMISSION

Application for RSTP Exchange Funds

Fiscal Year Cycle:	
Application Number:	
Applicant Agency:	
Project Manager:	

PLANNED EXPENDITURES

PROJECT NAME	PROJECT DESCRIPTION (including streets and roads)	CATEGORY OF ELIGIBILITY	ESTIMATED AMOUNT
TOTAL			

Submitted By:

Signature of Authorized Representative

Title and Date

Reviewed By:

Signature of MCTC Representative

CITY OF CHOWCHILLA CALIFORNIA



Item 6.1

[CLICK HERE
TO RETURN TO
THE AGENDA](#)

REPORT TO THE CITY COUNCIL

Meeting of: January 13, 2026

AGENDA SECTION: New Business

SUBJECT: Council Member Appointments Made by the Mayor to Collaborative Agencies

PREPARED BY: Joann McClendon, City Clerk

ATTACHMENTS: 2025 Appointments

REVIEWED BY
ADMINISTRATOR ☒

REVIEWED BY
ATTORNEY ☒

REVIEWED BY
FINANCE ☒

RECOMMENDATION:

That the Mayor selects the collaborative agency appointments.

BACKGROUND:

Council Members sit on collaborative agencies and committees such as the Madera County Local Agency Formation Commission (LAFCO) and Community Action Partnership (MADCAP). There are two agencies that provide a stipend per meeting: Madera County LAFCO and the Madera County Transportation Commission. There are also several agencies that are required to submit a Form 700. The City Selection Committee will take who the Mayor "nominates" to certain Committees such as RAN and LAFCO and either accept or decline the nomination.

REASON FOR RECOMMENDATION:

This is a routine action that occurs annually.

FISCAL IMPACT:

There is no financial impact to the City.

ACTIONS FOLLOWING APPROVAL:

Once the Council Members are appointed, the City Clerk updates the appointments list for distribution to the Council, notifies each collaborative agency of the appointments and coordinates with the agency clerk any paperwork required by the Fair Political Practices Commission (FPPC) thereafter.

LONG TERM - COLLABORATIVE AGENCIES COMMITTEES (2025)					
COLLABORATIVE AGENCIES				COUNCIL MEMBER	
COMMITTEE NAME	CONTACT	FPPC Filing Required?	DATE/TIME & LOCATION	PRIMARY	ALTERNATE
SAN JOAQUIN VALLEY UNIFIED AIR POLLUTION CONTROL DISTRICT CITIZENS ADVISORY COMMITTEE (CAC)	Michelle Franco michelle.franco@valleyair.org 559-230-6038	NO	1st Tuesday - 10:00am Meets at: Central Region Office Governing Board Room 1990 E. Gettysburg Ave., Fresno	Jeff Troost	Kelly Smith
Advisory Board to the Board Directors of the SJVUAP District. APPOINTMENT MADE BY CITY SELECTION COMMITTEE.					
LOCAL AGENCY FORMATION COMMISSION (LAFCO)**	Karen Scrivner, Clerk of the Board kscrivner@maderacounty.com 559-675-7700	YES	4th Wednesday - 6:0pm 2037 W. Cleveland Ave. MS-G Madera, CA	Waseem Ahmed	Kelly Smith
Reviews and considers final action in all countywide annexations of land as it relates to cities & districts in the County. APPOINTMENT MADE BY CITY SELECTION COMMITTEE.					
MADERA CO ECONOMIC DEV COMMISSION - EXECUTIVE BOARD	Kristina Gallagher, Executive Director 675-7768	YES	2nd Wednesday – 3:00pm Monthly 2425 W. Cleveland Ave. Ste. 101 Madera	Waseem Ahmed	Kelly Smith
City Appointment that watches over our contribution as a Joint Powers member in the EDC. One Council Member and alternated required as part of the agreement.					
MADERA COUNTY COALITION **ON HOLD**	Karen Scrivner, Clerk of the Board kscrivner@maderacounty.com 559-675-7700	NO	1st Monday – 7:00am- Farnes's Restaurant, Madera	John Chavez	Ray Barragan
Mayor and Mayor Pro Tem are encouraged to attend. Representatives from the cities of Madera and Chowchilla w/ Madera Co Board and other administrators/representatives in the County to discuss joint issues.					
COMMUNITY ACTION PARTNERSHIP OF MADERA COUNTY	Cristal Sanchez (559) 673-9173	YES	2nd Thursday - 5:30pm Meets at: 1225 Gill Avenue, Madera 93637	WILL BE FILLED BY STAFF MEMBER	WILL BE FILLED BY STAFF MEMBER
Nonprofit corporation with joint efforts by the Madera County Board of Supervisors and a Bd of Directors representing elected officials, low income, labor, business, education, religion, and other major private organizations to address social programs and services for individuals and families in the community.					
CITIZEN'S PRISON ADVISORY COMMITTEE	Carmen Muroney CCWF/Attn: Warden's Office/PO Box 1501	NO	2nd Tuesday - 3:00pm Even months Only Valley State Prison for Women	Kelly Smith	Jeff Troost
Council and Staff advisory regarding issues and concerns that affect the institutions and the community. The public may attend.					

COLLABORATIVE AGENCIES				COUNCIL MEMBER	
COMMITTEE NAME	CONTACT	FPPC Filing Required?	DATE/TIME & LOCATION	PRIMARY	ALTERNATE
MADERA CO. RAN BOARD	Karen Scrivner, Clerk of the Board kscrivner@maderacounty.com 559-675-7700	YES	3rd Wednesday - 2:30pm County of Madera 200 West 4th Street , Madera	Kelly Smith	Jeff Troost
The Madera County CAL-ID Remote Access Network Board was established through Penal Code and Vehicle Code sections that allow for \$1 in additional Vehicle License Fees (VLF) to be collected to establish fingerprint identification networks at a county level. APPOINTMENT MADE BY CITY SELECTION COMMITTEE.					
CHOWCHILLA CHAMBER OF COMMERCE	Rachael Beard, Manager 559-665-5603	NO	2nd Wednesday - 12:00pm Meets at: Civic Center Public Training Room	Ray Barragan	Jeff Troost
City Representative to the Chamber of Commerce					
MADERA COUNTY TRANSPORTATION COMMISSION**	Patricia Taylor 559-675-0721 559-675-9328 FAX	YES	2001 Howard Road, Ste 201, 2nd Floor - Citizens' Bank Madera	Waseem Ahmed	Jeff Troost
Countywide municipal planning organization for transportation, roads, infrastructure.					
LEAGUE OF CA CITIES - CENTRAL DIVISION EXECUTIVE BOARD	Stephen Qualls, Cen Valley Regional Public Affairs Manager (209) 614-0118; Fax (209)883-0653	NO	2nd Thursday - 7:00pm Meets at: Location rotates	John Chavez	Waseem Ahmed
LOCC Central Valley Division has an Exec Board that meets to give guidance to the general populace as it relates to legislations, dues, and other items as they arise. City Administrator is assigned as alternate if Council Member not available.					
San Joaquin Valley Regional Early Action Planning Committee for Housing (REAP)	Karen Scrivner, Clerk of the Board kscrivner@maderacounty.com 559-675-7700	NO		Jeff Troost	Kelly Smith
REAP PROGRAM ENDED DECEMBER 31, 2024					
Countywide municipal planning organization for transportation, roads, infrastructure. APPOINTMENT MADE BY CITY SELECTION COMMITTEE.					
COUNTYWIDE OVERSIGHT BOARD	Karen Scrivner, Clerk of the Board kscrivner@maderacounty.com 559-675-7700	NO			
Countywide municipal planning organization for transportation, roads, infrastructure. APPOINTMENT MADE BY CITY SELECTION COMMITTEE.					

**Denotes which Committees provide monetary stipends.



REPORT TO THE CITY COUNCIL

Meeting of: January 13, 2026

AGENDA SECTION: New Business

SUBJECT: Approval of a Resolution Accepting the Completed Improvements and Authorizing Filing of the Notice of Completion for the Orchard View Final Map No. 22-0010

PREPARED BY: Noel Azevedo, Administrative Analyst

APPROVED BY: Joe Roman, Public Works Deputy Director

ATTACHMENTS: NOC and Resolution

REVIEWED BY
ADMINISTRATOR ☒

REVIEWED BY
ATTORNEY ☒

REVIEWED BY
FINANCE ☒

RECOMMENDATION:

Staff recommends that the City Council adopt a resolution accepting the completed improvements and authorizing filing of the Notice of Completion for the Orchard View Final Map No. 22-0010.

BACKGROUND:

In April 2024, the City entered into a Subdivision Agreement, for Subdivision No. 21-0010 Orchard View with Century Communities of California.

As authorized by City council, development was started by Century Communities of California shortly thereafter and was completed in December of 2025.

REASON FOR RECOMMENDATION:

Century Communities of California, has completed to the satisfaction of the City's Engineer and in accordance with the requirements of the Final Map No. 22-0010 Orchard View. The City must accept the improvements and file the Notice of Completion in order to close out the Project.

FISCAL IMPACT:

None.

ALTERNATIVES:

None.

ACTIONS FOLLOWING APPROVAL:

1. Filing of Notice of Completion with Madera County Recorder.
2. The Performance Bond and Monument Bond will be released immediately upon acceptance by the City Council.
3. The Payment Bond will be released 35 calendar days after the filing of the Notice of Completion, provided no liens have been filed.

4. The Warranty Bond will go into effect upon acceptance by the City Council, and has a one-year life.

COUNCIL RESOLUTION # XX-26

**A RESOLUTION OF THE CITY COUNCIL OF THE CITY OF CHOWCHILLA, CALIFORNIA
ACCEPTING IMPROVEMENTS AND AUTHORIZING FILING OF THE NOTICE OF COMPLETION
FOR ORCHARD VIEW FINAL MAP NO. 22-0010**

WHEREAS, Century Communities of California has completed the improvements for the Orchard View Final Map; and

WHEREAS, the City's Engineer has inspected the improvements required by the City and all improvements required by the City have been completed; and

WHEREAS, the Deputy Director of Public Works recommends acceptance of the Orchard View Final Map and requests City Council to authorize the Deputy Director of Public Works to record the Notice of Completion for the Project.

NOW, THEREFORE, BE IT RESOLVED that the City Council of the City of Chowchilla hereby finds, determines and declares the following:

1. The above recitals are true and correct.
2. The City Council accepts the Orchard View Final Map No. 22-0010.
3. The Public Works Deputy Director is authorized to record the Notice of Completion.
4. The Performance Bond and Monument Bond will be released immediately upon acceptance by City Council.
5. The Payment Bond will be released 35 calendar days after the filing of the Notice of Completion, provided no liens have been filed.
6. The Warranty Bond will go into effect upon acceptance by the City Council, and has a one-year life.
7. This resolution is effective immediately upon adoption.

PASSED AND ADOPTED by the City Council of the City of Chowchilla this 13th day of January, 2026 by the following vote to wit:

AYES:

NOES:

ABSENT:

ABSTAIN:

APPROVED:

Mayor Kelly Smith

ATTEST:

Joann McClendon, CMC
City Clerk

RECORDING REQUESTED BY AND
FOR THE BENEFIT OF:
City of Chowchilla
WHEN RECORDED MAIL TO:

NAME: City of Chowchilla
Attn. Joann McClendon

STREET: 130 South Second Street

STATE: California

ZIP: 93610

Title Order No. _____ Escrow No. _____

SPACE ABOVE THIS LINE FOR RECORDER'S USE

NOTICE OF COMPLETION

NOTICE is hereby given that:

**NO RECORDING FEE PER
GOVERNMENT CODE SECTION 27383**

1. The undersigned is the agent of the / owner of the interest stated below in the property hereinafter described,
2. The NAME (including that of the undersigned), ADDRESS and NATURE OF TITLE of every person owning any interest in such property is as follows:

Full Name	Full Address	Nature of Title
<u>City of Chowchilla</u>	<u>130 South Second Street, Chowchilla CA 93610</u>	<u>In Fee</u>
Name of Undersigned		

3. The names and addresses of the transferors to the current owner (to be shown if the current owner is a successor in interest of the owner who caused the improvement to be constructed, etc.):

Full Name	Full Address
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4. A work of improvement on the property hereinafter described was COMPLETED on January 13, 2026

5. The name of the CONTRACTOR, if any, for such work of improvement was _____

Century Communities of California

(if no Contractor, Insert "None")

6. The property on which said work of improvement was completed is in the City of Chowchilla,
County of Madera, State of California,
and is described as follows:

Orchard View Subdivision Project

7. The street address of said property is: Final Map No, 22-0010, Chowchilla, CA 93610

Dated January 13, 2026

Signature of Owner or Owners (or Agent)

Joe Roman

Type name

Public Works Deputy Director

Type title