



AGENDA

City Council Meeting

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

Tuesday, February 10, 2026

Open Session: 4:00 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: Ray Barragan

Council Members: Waseem Ahmed, John Chavez, Jeff Troost

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

CONSIDERATION OF APPROVAL OF AGENDA Additions and/or Deletions:

OPEN SESSION – 4:00 PM

PLEDGE OF ALLEGIANCE

INVOCATION:

PRESENTATIONS/WORKSHOP - Section 1

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 January 27, 2026 Joint City Council/Redevelopment Successor Agency Meeting Minutes (McClendon)**3.2 Consideration and Acceptance of the January 2026 Check Register Report (Seeto)****PUBLIC HEARINGS – Section 4****4.1 Introduction and First Reading of an Ordinance Adding Chapter 15.61 to Title 15 – Buildings and Construction, of the Chowchilla Municipal Code to Establish an Expedited and Streamlined Electric Vehicle Charging Station Permitting Process (Munoz)****4.2 Introduction and First Reading of an Ordinance Amending Section 2.08 – Administrative Officer, of the Chowchilla Municipal Code to Delegate Certain Signature Authorities Pursuant to Government Code Section 40602 (Munoz)****DEFERRED BUSINESS – Section 5****NEW BUSINESS – Section 6****6.1 Direction and Approval to Proceed with Fairmead Wastewater System Consolidation HSR24-34 Project and Submitting the Required Application with Local Agency Formation Commission (LAFCO) (Roman)****ANNOUNCEMENTS – Section 7**

FEB 16	PRESIDENTS DAY, CITY OFFICES CLOSED
FEB 18	PLANNING COMMISSION MEETING, COUNCIL CHAMBERS, 5PM
FEB 21	CAF DINNER, CHOWCHILLA FAIRGROUNDS, 6PM
FEB 24	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 5th day of February, 2026 at or before 4:00 pm.



Joann McClendon, CMC, City Clerk

ZOOM LOGIN INSTRUCTIONS

Use the following URL to start Zoom:

<https://us06web.zoom.us/j/85751603458?pwd=pYqYvEFSO1CFnjeDlIspsvb8cTZfXlv.1>

Passcode: **249 230**

To participate by phone:

Dial 1-669-444-9171

Webinar ID: **857 5160 3458**

Passcode: **249 230**

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

Item 3.1

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THE AGENDA](#)

City Council / ★ Redevelopment Successor Agency Joint Meeting

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

Tuesday, January 27, 2026

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, John Chavez

City staff and contract employees present: City Administrator Rod Pruett, City Attorney Michael Prentice, Police Chief Jeff Palmer, Fire Chief Fred Gaumnitz, Public Works Deputy Director Joe Roman, Community & Economic Development Director Denise Munoz, Finance Director Daniel Seeto, Director of Recreation & Community Engagement Stacy Wisener, IT System Administrator Kurt Wlodarczyk, 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: Police Chief

2. CONFERENCE WITH LEGAL COUNSEL – EXISTING LITIGATION

Pursuant to Government Code Section 54956.9 (d) (1)

Name of Case: Chowchilla Real Estate Holdings, LLC v. City of Chowchilla, Madera Superior Court Case No. MCV090718

OPEN SESSION – 4:00 PM

CLOSED SESSION REPORT: No reportable action.

PLEDGE OF ALLEGIANCE

INVOCATION: Mayor Pro Tem Jeff Troost

PRESENTATIONS/WORKSHOP - Section 1

- 1.1 **State Resolution Presentations to Officer Barrantes Family on behalf of Senator Anna Caballero's and Assemblywoman Esmeralda Soria's and Assemblyman David Tangipa's Offices** – This item was delayed until after the approval of the Consent Calendar, Section 3, before the Public Hearing, Section 4.
- 1.2 **Proclamation – Recognizing January as National Mentoring Month Honoring Big Brothers Big Sisters of Central California**

PUBLIC ADDRESS

None

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

Legislative, Collaborative Agency, Ad Hoc

Council Member Chavez attended the Mayor and Council Conference this week with Rod.

Council Member Ahmed attended the Chamber of Commerce Installation Dinner, a Madera County Transportation Commission (MCTC) meeting, which included discussion on the Regional Major T funding. There was a funding gap that received strong regional support, and we were able to secure nearly \$8 million for a City project.

Mayor Smith attended the ribbon-cutting and grand opening for AutoZone. All Council Members were in attendance. It was a first-class event, and highly recommends to tour the facility if there is an opportunity to. We're very glad to have AutoZone in our community.

2.2 STAFF VERBAL REPORTS

Police Chief Palmer reported that since last meeting, the Chowchilla PD responded to 1,356 calls for service, conducted 667 proactive stops, resulting in 18 misdemeanor arrests, 6 felony arrests, 15 citations issued. Code Enforcement responded to 21 calls for service and 7 code enforcement violations were addressed. The department currently has one person working code enforcement, evidence and investigations so that person is being spread pretty thin since last October.

Fire Chief Gaumnitz attended the Emergency Medical Care Committee (EMCC) meeting, which includes ambulance providers, first responders, and hospitals. As the Council is aware, American Ambulance took over services in mid-November. For the first time in recent memory, all compliance standards have been met. Approximately two years ago, the response-time standard was changed from 11 minutes at 90% compliance to 9 minutes, which was challenging for the prior provider. American Ambulance has exceeded this standard, achieving 94% compliance in November and 96–97% compliance in December. Staff and the community have noticed a significant improvement in response times. Additionally, his department is currently in the process of hiring our third full-time firefighter position and look forward to introducing all three when finalized.

Deputy Director of Public Works Roman reported that Public Works has been busy with several projects. Regarding Avenue 24½, a project progress meeting was held this week, striping has been completed, and the street has officially reopened. A final walkthrough inspection is scheduled for tomorrow to ensure all punch-list items have been addressed. Staff also met with PG&E to discuss city electrification options, including fleet electrification, transit infrastructure, and potential internal and public charging locations. The Kings Avenue and Riverside ADA Pedestrian Project is progressing well and slightly ahead of schedule due to favorable weather. Crews have completed concrete work on Kings Avenue and began work on Riverside this week, moving from 15th Street toward 1st Street. Intersection closures have been managed daily, with roads reopened at the end of each workday. Additionally, staff met with the Irrigation District to discuss potential groundwater recharge basin locations, including areas near Chowchilla Boulevard and the Mid-Valley Steel project. Discussions also included the possibility of utilizing the basin near Highway 99, pending property owner approval. City parks are being prepared for

the upcoming spring sports season, including Little League and girls' softball, which will be starting soon.

Community & Economic Development Director Munoz attended the AutoZone Grand Opening and the Chamber of Commerce Community Awards Dinner, which was well attended and a great opportunity to recognize community contributors. Fourth & Kings Sports Complex is projected to begin construction in February 2026, with an estimated completion date of April 2026. One-Up Smog has opened at 2427 Robertson Boulevard. Their soft opening is underway, and their grand opening is scheduled for February 6, 2026.

Director of Recreation & Community Engagement Wisener reported that staff has held several meetings to evaluate new software systems to improve project tracking and internal workflow. Work is also underway to integrate a citywide community application, with implementation beginning next week. A community survey for Music in the Park has been launched, and the music lineup is fully booked. Planning has begun for the Easter Event, and the Zumba Fitness Program continues to be very successful and well attended. Staff is also exploring an Arbor Day tree-planting initiative. The department assisted with preparation of the CFD flyer, website updates, and a Community Development brochure refresh. Ongoing coordination continues with Little League and adult softball organizations as their seasons begin. Information Technology successfully migrated the final two servers, including the Police Department RMS servers, completing the server migration project and improving system reliability and security. IT is reviewing a camera request from Chief Palmer and continuing progress on the Ed Ray Park camera project. Staff has also begun upgrading city computers to the new Microsoft Office platform.

City Administrator Pruett reported that staff has been working closely with the CFD refunding team. Informational materials have been finalized and mailed, including a QR code linking to an informational video on the city website. Ballots will be mailed out on February 3. Staff will also be walking the CFD neighborhoods to distribute flyers and answer questions from residents. Additionally, staff met with Caltrans regarding the roundabout project, which will be presented later tonight. He attended a League of California Cities Conference in Sacramento with Council Member Chavez, the MCTC meeting with Council Member Ahmed, and the Chamber Dinner. Staff is meeting with developers and property owners along Avenue 24 to explore tying into the Fairmead Sewer Consolidation Project, including potential water line installation for economies of scale. We are currently evaluating design costs and will keep Council updated.

CONSENT CALENDAR – Section 3

- 3.1 Approval of the January 13, 2026 Special City Council Meeting Minutes (McClendon)**
- 3.2 Consideration and Acceptance of the December 2025 Financials Report (Seeto)**
- 3.3 a) Consideration and Adoption of a City Council Resolution Approving the Annual Recognized Obligation Payment Schedule for the Period from July 1, 2026 Through June 30, 2027 on Behalf of the Successor Agency of the Chowchilla Redevelopment Agency; and**
 - ★ b) Consideration and Adoption of a Redevelopment Successor Agency Resolution Approving the Annual Recognized Obligation Payment Schedule for the Period from July 1, 2026 Through June 30, 2027 (Seeto)**
- 3.4 Consideration and Acceptance of the Quarterly Fee Waiver (Seeto)**
- 3.5 Informational Item – Quarterly Project Management Update (McClendon)**

3.6 Consideration and Acceptance of the Quarterly Financial Investment Report (Seeto)

Motion by Mayor Council Member Ahmed, Seconded by Council Member Chavez to Approve the Consent Calendar as Presented. Motion passed unanimously by roll call vote.

PUBLIC HEARINGS – Section 4**4.1 Consideration and Adoption of a City Council Resolution Amending the Master Fee Schedule to Add Recreation Class and Program Fees (Wisener)**

Motion by Mayor Pro Tem Troost, Seconded by Council Member Barragan to Approve City Council Resolution #04-26, Amending the Master Fee Schedule to Add Recreation Class and Program Fees. Motion passed unanimously by roll call vote.

DEFERRED BUSINESS – Section 5**5.1 Request for Council Direction Regarding Preliminary Design and Cost Estimates for Potential Dog Park on 1st and Colusa (Roman)**

Council directed staff to continue with design for a park, phasing in a dog park at a later time, and adding an alternate parking lot.

NEW BUSINESS – Section 6**6.1 City Council Reorganization – Election of the Mayor Pro Tem (McClendon)**

Motion by Mayor Smith, Seconded by Council Member Ahmed to nominate Council Member Barragan as the Mayor Pro Tem for 2026. Motion passed unanimously by roll call vote.

6.2 Discussion and Direction Regarding the State Route 233 Roundabout Project (Pruett)

Motion by Mayor Smith, Seconded by Council Member Ahmed to Approve keeping the Same Appointments as Last Year. Motion passed unanimously by roll call vote.

ANNOUNCEMENTS – Section 7

FEB 10	CITY COUNCIL MEETING, COUNCIL CHAMBERS, 4PM
FEB 16	PRESIDENTS DAY, CITY OFFICES CLOSED
FEB 18	PLANNING COMMISSION MEETING, COUNCIL CHAMBERS, 5PM

ADJOURNMENT

Mayor Smith Adjourned the January 27, 2026 Chowchilla City Council Meeting at 5:48 p.m.

ATTEST:

APPROVED:

Joann McClendon, CMC, City Clerk

Mayor Kelly Smith

CITY OF CHOWCHILLA CALIFORNIA



Item 3.2

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REPORT TO THE CITY COUNCIL

Meeting of: February 10, 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 January 2026.

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: 01/01/2026 - 01/31/2026

Cleared Date Range: -

Issued Date	Cleared Date	Number	Description	Module	Status	Type	Amount
Bank Account: 200650906 - General Tricounties Bank							
01/05/2026		70841	Manuel Jimenez Jr.	Utility Billing	Outstanding	Check	-183.34
01/05/2026		70842	David Barragan	Utility Billing	Outstanding	Check	-135.32
01/05/2026		70843	Julio Garay	Utility Billing	Outstanding	Check	-140.37
01/05/2026		70844	2-A's Contracting Inc	Accounts Payable	Outstanding	Check	-140.00
01/05/2026		70845	AFLAC	Accounts Payable	Outstanding	Check	-792.88
01/05/2026		70846	Airespring Inc	Accounts Payable	Outstanding	Check	-562.04
01/05/2026		70847	Alert-O-Lite Inc.	Accounts Payable	Outstanding	Check	-1,446.20
01/05/2026		70848	American Fidelity Assurance	Accounts Payable	Outstanding	Check	-1,430.46
01/05/2026		70849	AT & T	Accounts Payable	Outstanding	Check	-96.30
01/05/2026		70850	AutoZone Parts, Inc	Accounts Payable	Outstanding	Check	-909.72
01/05/2026		70851	BSK Associates	Accounts Payable	Outstanding	Check	-430.08
01/05/2026		70852	Business Telecommunication Systems LLC	Accounts Payable	Outstanding	Check	-50.00
01/05/2026		70853	CalACT	Accounts Payable	Outstanding	Check	-880.00
01/05/2026		70854	Central Valley Forensic Nursing Specialists	Accounts Payable	Outstanding	Check	-1,000.00
01/05/2026		70855	City of Chowchilla-CH	Accounts Payable	Outstanding	Check	-242.00
01/05/2026		70856	Clarion Events Inc.	Accounts Payable	Outstanding	Check	-2,146.00
01/05/2026		70857	Comcast	Accounts Payable	Outstanding	Check	-43.51
01/05/2026		70858	Consolidated Electrical Distributors	Accounts Payable	Outstanding	Check	-846.21
01/05/2026		70859	Crazy Ant Pest Control Inc	Accounts Payable	Outstanding	Check	-49.00
01/05/2026		70860	Daniel Turner	Accounts Payable	Outstanding	Check	-1,750.00
01/05/2026		70861	Department of Justice/Acc	Accounts Payable	Outstanding	Check	-98.00
01/05/2026		70862	Farmers Hardware	Accounts Payable	Outstanding	Check	-27.31
01/05/2026		70863	Fastenal Company	Accounts Payable	Outstanding	Check	-839.79
01/05/2026		70864	Frontline Resiliency Support Team Psychology	Accounts Payable	Outstanding	Check	-13,200.00
01/05/2026		70865	Grover Landscape Services Inc.	Accounts Payable	Outstanding	Check	-9,350.00
01/05/2026		70866	Ingraham Trophies	Accounts Payable	Outstanding	Check	-415.39
01/05/2026		70867	Insurance and Benefits Trust of the Peace Officers Research	Accounts Payable	Outstanding	Check	-924.30
01/05/2026		70868	Law & Associates Investigations	Accounts Payable	Outstanding	Check	-1,400.00
01/05/2026		70869	Mace Pest Control	Accounts Payable	Outstanding	Check	-90.00
01/05/2026		70870	Madera County Environmental	Accounts Payable	Outstanding	Check	-461.00
01/05/2026		70871	Madera Uniform & Accessories, LLC	Accounts Payable	Outstanding	Check	-2,316.62
01/05/2026		70872	Mallory Safety and Supply, LLC	Accounts Payable	Outstanding	Check	-2,179.49
01/05/2026		70873	Metro Uniform of Merced	Accounts Payable	Outstanding	Check	-3,316.62
01/05/2026		70874	Mid Valley Disposal Inc.	Accounts Payable	Outstanding	Check	-146,196.28
01/05/2026		70875	National Emblem	Accounts Payable	Outstanding	Check	-2,447.09
01/05/2026		70876	NBS	Accounts Payable	Outstanding	Check	-5,798.61

Bank Transaction Report

Issued Date Range: -

Issued Date	Cleared Date	Number	Description	Module	Status	Type	Amount
01/05/2026		70877	NEOGOV	Accounts Payable	Outstanding	Check	-8,640.76
01/05/2026		70878	ODP Business Solutions, LLC	Accounts Payable	Outstanding	Check	-717.91
01/05/2026		70879	O'Reilly Auto Parts	Accounts Payable	Outstanding	Check	-162.59
01/05/2026		70880	PACE Supply Corp	Accounts Payable	Outstanding	Check	-3,713.04
01/05/2026		70881	Pacific Plan Review Inc	Accounts Payable	Outstanding	Check	-3,042.52
01/05/2026		70882	Pegboard	Accounts Payable	Outstanding	Check	-2,950.29
01/05/2026		70883	Platt Electrical Supply	Accounts Payable	Outstanding	Check	-888.31
01/05/2026		70884	ProClean Supply	Accounts Payable	Outstanding	Check	-1,032.86
01/05/2026		70885	Prudential Overall Supply	Accounts Payable	Outstanding	Check	-703.24
01/05/2026		70886	Purl's Sheet Metal & Air Conditioning Inc.	Accounts Payable	Outstanding	Check	-2,559.07
01/05/2026		70887	Quad Knopf, Inc.	Accounts Payable	Outstanding	Check	-67,171.93
01/05/2026		70888	Void Check	Accounts Payable	Voided	Check	0.00
01/05/2026		70889	R & R Pool Service	Accounts Payable	Outstanding	Check	-140.00
01/05/2026		70890	S & W Auto Parts Inc.	Accounts Payable	Outstanding	Check	-140.68
01/05/2026		70891	Southern Tire Mart LLC	Accounts Payable	Outstanding	Check	-246.92
01/05/2026		70892	Specialized Utility Services Program	Accounts Payable	Outstanding	Check	-9,150.75
01/05/2026		70893	Steves Chevrolet of Chowchilla, LLC	Accounts Payable	Outstanding	Check	-902.19
01/05/2026		70894	Sunbelt Rentals Inc.	Accounts Payable	Outstanding	Check	-1,242.97
01/05/2026		70895	T-Mobile USA Inc	Accounts Payable	Outstanding	Check	-346.85
01/05/2026		70896	Turner's Towing	Accounts Payable	Outstanding	Check	-80.00
01/05/2026		70897	U.S. Security Supply, Inc.	Accounts Payable	Outstanding	Check	-4,050.01
01/05/2026		70898	US BANK (CAL-CARD)	Accounts Payable	Outstanding	Check	-9,599.77
01/05/2026		70899	Van De Pol Petroleum	Accounts Payable	Outstanding	Check	-1,230.48
01/05/2026		70900	Vanessa Galvez Escobar	Accounts Payable	Outstanding	Check	-85.00
01/05/2026		70901	Verizon Wireless	Accounts Payable	Outstanding	Check	-4,260.39
01/05/2026		70902	Water Technology of Fresno	Accounts Payable	Outstanding	Check	-900.00
01/12/2026		70903	CA State Disbursement Unit	Accounts Payable	Outstanding	Check	-290.76
01/12/2026		70904	Chowchilla City Police Officers Association	Accounts Payable	Outstanding	Check	-1,161.00
01/12/2026		70905	Void Check	Accounts Payable	Voided	Check	0.00
01/12/2026		70906	Chowchilla Employees Assn.	Accounts Payable	Outstanding	Check	-264.00
01/12/2026		70907	Chowchilla Mid-Management	Accounts Payable	Outstanding	Check	-120.00
01/12/2026		70908	Chowchilla Office	Accounts Payable	Outstanding	Check	-136.00
01/12/2026		70909	Employment Development Dept	Accounts Payable	Outstanding	Check	-364.34
01/12/2026		70910	Fitness Peak	Accounts Payable	Outstanding	Check	-70.00
01/12/2026		70911	Franchise Tax Board- Tax	Accounts Payable	Outstanding	Check	-450.00
01/12/2026		70912	U.S. Bank (PARS)	Accounts Payable	Outstanding	Check	-198.20
01/15/2026		70913	Airespring Inc	Accounts Payable	Outstanding	Check	-573.90
01/15/2026		70914	Anderson Pump Co	Accounts Payable	Outstanding	Check	-1,250.60
01/15/2026		70915	AT & T	Accounts Payable	Outstanding	Check	-96.30
01/15/2026		70916	AT & T CALNET	Accounts Payable	Outstanding	Check	-868.10
01/15/2026		70917	AutoZone Parts, Inc	Accounts Payable	Outstanding	Check	-11.71
01/15/2026		70918	Badger Meter Inc.	Accounts Payable	Outstanding	Check	-1,284.33
01/15/2026		70919	Biddle Consulting Group, Inc	Accounts Payable	Outstanding	Check	-2,217.78

Bank Transaction Report
Issued Date Range: -

Issued Date	Cleared Date	Number	Description	Module	Status	Type	Amount
01/15/2026		70920	BSK Associates	Accounts Payable	Outstanding	Check	-398.39
01/15/2026		70921	California Forensic Institute	Accounts Payable	Outstanding	Check	-400.00
01/15/2026		70922	Central SJVRMA	Accounts Payable	Outstanding	Check	-228,330.00
01/15/2026		70923	Chowchilla Memorial Healthcare District	Accounts Payable	Outstanding	Check	-15,000.00
01/15/2026		70924	Cornerstone Structural Engineering Group, Inc.	Accounts Payable	Outstanding	Check	-8,954.08
01/15/2026		70925	D & V Sporting Gear	Accounts Payable	Outstanding	Check	-3,267.94
01/15/2026		70926	DATCO Services Coporation	Accounts Payable	Outstanding	Check	-65.70
01/15/2026		70927	Department of Justice/Acc B/A	Accounts Payable	Outstanding	Check	-175.00
01/15/2026		70928	Division of State Architect	Accounts Payable	Outstanding	Check	-30.00
01/15/2026		70929	Enterprise Fleet Management, Inc	Accounts Payable	Outstanding	Check	-15,293.42
01/15/2026		70930	Farmers Hardware	Accounts Payable	Outstanding	Check	-10.85
01/15/2026		70931	Fresno City College	Accounts Payable	Outstanding	Check	-149.00
01/15/2026		70932	Grover Landscape Services Inc.	Accounts Payable	Outstanding	Check	-6,200.92
01/15/2026		70933	Holt of California	Accounts Payable	Outstanding	Check	-3,703.09
01/15/2026		70934	Home Depot Credit Services	Accounts Payable	Outstanding	Check	-2,018.25
01/15/2026		70935	Void Check	Accounts Payable	Voided	Check	0.00
01/15/2026		70936	John Chavez	Accounts Payable	Outstanding	Check	-354.80
01/15/2026		70937	Lozano Smith, LLP	Accounts Payable	Outstanding	Check	-14,769.23
01/15/2026		70938	Mace Pest Control	Accounts Payable	Outstanding	Check	-90.00
01/15/2026		70939	Madera Pumps Inc.	Accounts Payable	Outstanding	Check	-71,748.42
01/15/2026		70940	Madera Uniform & Accessories, LLC	Accounts Payable	Outstanding	Check	-860.65
01/15/2026		70941	Mid Valley Disposal Inc.	Accounts Payable	Outstanding	Check	-3,748.92
01/15/2026		70942	Navia Benefit Solutions Reversal	Accounts Payable	Outstanding	Check Reversal	325.00
01/15/2026		70942	Navia Benefit Solutions	Accounts Payable	Outstanding	Check	-325.00
01/15/2026		70943	ODP Business Solutions, LLC	Accounts Payable	Outstanding	Check	-707.37
01/15/2026		70944	O'Reilly Auto Parts	Accounts Payable	Outstanding	Check	-956.74
01/15/2026		70945	Phoenix Group Information Systems	Accounts Payable	Outstanding	Check	-553.37
01/15/2026		70946	Power Business Technology LLC	Accounts Payable	Outstanding	Check	-8.95
01/15/2026		70947	Prudential Overall Supply	Accounts Payable	Outstanding	Check	-150.35
01/15/2026		70948	Quad Knopf, Inc.	Accounts Payable	Outstanding	Check	-53,914.15
01/15/2026		70949	Void Check	Accounts Payable	Voided	Check	0.00
01/15/2026		70950	Railworks Track Systems LLC	Accounts Payable	Outstanding	Check	-3,961.00
01/15/2026		70951	Rain for Rent	Accounts Payable	Outstanding	Check	-9,053.40
01/15/2026		70952	Rod Pruett	Accounts Payable	Outstanding	Check	-170.00
01/15/2026		70953	Samsara Inc.	Accounts Payable	Outstanding	Check	-379.93
01/15/2026		70954	San Joaquin Valley Unified Air Pollution Control District	Accounts Payable	Outstanding	Check	-624.00
01/15/2026		70955	Self Help Enterprises	Accounts Payable	Outstanding	Check	-1,404.00
01/15/2026		70956	Southern Tire Mart LLC	Accounts Payable	Outstanding	Check	-753.91
01/15/2026		70957	Stericycle, Inc.	Accounts Payable	Outstanding	Check	-133.71
01/15/2026		70958	Steves Chevrolet of Chowchilla, LLC	Accounts Payable	Outstanding	Check	-233.70
01/15/2026		70959	Superior Pool Products, LLC	Accounts Payable	Outstanding	Check	-1,790.99
01/15/2026		70960	Terra West Construction Inc	Accounts Payable	Outstanding	Check	-365,781.93
01/15/2026		70961	The Water Connection Inc.	Accounts Payable	Outstanding	Check	-409.19

Bank Transaction Report
Issued Date Range: -

Issued Date	Cleared Date	Number	Description	Module	Status	Type	Amount
01/15/2026		70962	Toshiba Financial Services	Accounts Payable	Outstanding	Check	-2,672.51
01/15/2026		70963	Townsend Public Affairs, Inc.	Accounts Payable	Outstanding	Check	-4,500.00
01/15/2026		70964	US BANK (CAL-CARD)	Accounts Payable	Outstanding	Check	-5,735.43
01/15/2026		70965	US Post Office	Accounts Payable	Outstanding	Check	-3,037.70
01/15/2026		70966	Van De Pol Petroleum	Accounts Payable	Outstanding	Check	-887.06
01/15/2026		70967	Van De Pol Petroleum	Accounts Payable	Outstanding	Check	-5,006.11
01/15/2026		70968	Waseem Ahmed	Accounts Payable	Outstanding	Check	-354.80
01/15/2026		70968	Waseem Ahmed Reversal	Accounts Payable	Outstanding	Check Reversal	354.80
01/15/2026		70969	West Coast Pet Memorial Service	Accounts Payable	Outstanding	Check	-227.43
01/22/2026		70970	CA State Disbursement Unit	Accounts Payable	Outstanding	Check	-290.76
01/22/2026		70971	Chowchilla City Police Officers Association	Accounts Payable	Outstanding	Check	-1,161.00
01/22/2026		70972	Void Check	Accounts Payable	Voided	Check	0.00
01/22/2026		70973	Chowchilla Employees Assn.	Accounts Payable	Outstanding	Check	-264.00
01/22/2026		70974	Chowchilla Mid-Management	Accounts Payable	Outstanding	Check	-120.00
01/22/2026		70975	Chowchilla Office	Accounts Payable	Outstanding	Check	-136.00
01/22/2026		70976	Employment Development Dept	Accounts Payable	Outstanding	Check	-326.65
01/22/2026		70977	Fitness Peak	Accounts Payable	Outstanding	Check	-70.00
01/22/2026		70978	Franchise Tax Board- Tax	Accounts Payable	Outstanding	Check	-450.00
01/22/2026		70979	U.S. Bank (PARS)	Accounts Payable	Outstanding	Check	-165.12
01/22/2026		70980	Daniel Guthrie	Utility Billing	Outstanding	Check	-169.25
01/28/2026		70981	Mid Cal Pipeline & Utilites Inc.	Utility Billing	Outstanding	Check	-1,200.00
01/29/2026		70982	AFLAC	Accounts Payable	Outstanding	Check	-967.14
01/29/2026		70983	American Fidelity Assurance (Flex)	Accounts Payable	Outstanding	Check	-458.32
01/29/2026		70984	AT & T CALNET	Accounts Payable	Outstanding	Check	-285.94
01/29/2026		70985	AutoZone Parts, Inc	Accounts Payable	Outstanding	Check	-96.42
01/29/2026		70986	Big Creek Lumber Company	Accounts Payable	Outstanding	Check	-406.22
01/29/2026		70987	BSK Associates	Accounts Payable	Outstanding	Check	-6,062.41
01/29/2026		70988	Capture Technologies, Inc	Accounts Payable	Outstanding	Check	-6,646.00
01/29/2026		70989	Chowchilla District Chamber of Commerce	Accounts Payable	Outstanding	Check	-500.00
01/29/2026		70990	City of Fresno	Accounts Payable	Outstanding	Check	-2,432.00
01/29/2026		70991	Crazy Ant Pest Control Inc	Accounts Payable	Outstanding	Check	-94.00
01/29/2026		70992	Department of Justice/Acc B/A	Accounts Payable	Outstanding	Check	-70.00
01/29/2026		70993	Enviroclean Sanitation Supply	Accounts Payable	Outstanding	Check	-1,341.11
01/29/2026		70994	Farmers Hardware	Accounts Payable	Outstanding	Check	-434.63
01/29/2026		70995	Void Check	Accounts Payable	Voided	Check	0.00
01/29/2026		70996	Fastenal Company	Accounts Payable	Outstanding	Check	-1,294.13
01/29/2026		70997	Grover Landscape Services Inc.	Accounts Payable	Outstanding	Check	-12,676.00
01/29/2026		70998	Healthwise Services, LLC	Accounts Payable	Outstanding	Check	-410.27
01/29/2026		70999	M & M POOLS & DESIGN	Accounts Payable	Outstanding	Check	-500.00
01/29/2026		71000	Madera Co Auditor/Controller	Accounts Payable	Outstanding	Check	-9,475.60
01/29/2026		71001	Madera Tribune	Accounts Payable	Outstanding	Check	-406.25
01/29/2026		71002	Merced Pools	Accounts Payable	Outstanding	Check	-500.00
01/29/2026		71003	Mid Valley Disposal Inc.	Accounts Payable	Outstanding	Check	-1,589.75

Bank Transaction Report

Issued Date Range: -

Issued Date	Cleared Date	Number	Description	Module	Status	Type	Amount
01/29/2026		71004	ODP Business Solutions, LLC	Accounts Payable	Outstanding	Check	-364.39
01/29/2026		71005	O'Reilly Auto Parts	Accounts Payable	Outstanding	Check	-254.58
01/29/2026		71006	PACE Supply Corp	Accounts Payable	Outstanding	Check	-574.97
01/29/2026		71007	Pegboard	Accounts Payable	Outstanding	Check	-407.91
01/29/2026		71008	Precision Civil Engineering, Inc.	Accounts Payable	Outstanding	Check	-4,562.00
01/29/2026		71009	ProClean Supply	Accounts Payable	Outstanding	Check	-464.63
01/29/2026		71010	Prudential Overall Supply	Accounts Payable	Outstanding	Check	-528.65
01/29/2026		71011	Purl's Sheet Metal & Air Conditioning Inc.	Accounts Payable	Outstanding	Check	-1,442.25
01/29/2026		71012	Quad Knopf, Inc.	Accounts Payable	Outstanding	Check	-62,541.02
01/29/2026		71013	R & R Pool Service	Accounts Payable	Outstanding	Check	-140.00
01/29/2026		71014	Rain for Rent	Accounts Payable	Outstanding	Check	-6,725.54
01/29/2026		71015	Rick Manuel Medeiros	Accounts Payable	Outstanding	Check	-600.00
01/29/2026		71016	Roberto Ceja	Accounts Payable	Outstanding	Check	-500.00
01/29/2026		71017	S & W Auto Parts Inc.	Accounts Payable	Outstanding	Check	-117.54
01/29/2026		71018	Self Help Enterprises	Accounts Payable	Outstanding	Check	-275.00
01/29/2026		71019	Southern Tire Mart LLC	Accounts Payable	Outstanding	Check	-1,122.36
01/29/2026		71020	Specialized Utility Services Program	Accounts Payable	Outstanding	Check	-9,150.75
01/29/2026		71021	Sun Ridge Systems, Inc.	Accounts Payable	Outstanding	Check	-1,200.00
01/29/2026		71022	The Water Connection Inc.	Accounts Payable	Outstanding	Check	-684.31
01/29/2026		71023	Turner's Towing	Accounts Payable	Outstanding	Check	-530.00
01/29/2026		71024	US BANK (CAL-CARD)	Accounts Payable	Outstanding	Check	-5,510.97
01/29/2026		71025	Void Check	Accounts Payable	Voided	Check	0.00
01/29/2026		71026	Van De Pol Petroleum	Accounts Payable	Outstanding	Check	-6,539.12
01/29/2026		71027	Verizon Wireless	Accounts Payable	Outstanding	Check	-4,278.15
01/29/2026		71028	Vision Service Plan - (CA)	Accounts Payable	Outstanding	Check	-1,783.94
01/29/2026		71029	W.M. Lyles Co.	Accounts Payable	Outstanding	Check	-154,035.85
01/29/2026		71030	West Coast Pet Memorial Service	Accounts Payable	Outstanding	Check	-719.35
Bank Account 200650906 Total: (192)							-1,490,323.32
Bank Account: 200695379 - Payroll-Tri Counties							
01/09/2026		704	704	Payroll	Outstanding	Check	-284.40
01/09/2026	01/08/2026	705	705	Payroll	Cleared	Check	0.00
01/09/2026		706	706	Payroll	Outstanding	Check	-210.61
01/09/2026		707	707	Payroll	Outstanding	Check	-284.40
01/16/2026		708	708	Payroll	Outstanding	Check	-11,459.53
01/23/2026		709	709	Payroll	Outstanding	Check	-85.63
Bank Account 200695379 Total: (6)							-12,324.57
Report Total: (198)							-1,502,647.89

Bank Transaction Report

Issued Date Range: -

Summary

Bank Account	Count	Amount
200650906 General Tricounties Bank	192	-1,490,323.32
200695379 Payroll-Tri Counties	6	-12,324.57
Report Total:	198	-1,502,647.89

Cash Account	Count	Amount
No Cash Account	8	0.00
999 999-0100-0215 Cash In Bank	185	-1,490,323.32
999 999-0100-0216 Cash In Bank (Payroll)	5	-12,324.57
Report Total:	198	-1,502,647.89

Transaction Type	Count	Amount
Check	196	-1,503,327.69
Check Reversal	2	679.80
Report Total:	198	-1,502,647.89

CITY OF CHOWCHILLA CALIFORNIA



Item 4.1

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TO RETURN TO
THE AGENDA](#)

REPORT TO THE CITY COUNCIL

Meeting of: February 10, 2026

AGENDA SECTION: Public Hearing

SUBJECT: Introduction and First Reading of an Ordinance Adding Chapter 15.61 To Title 15 of the Municipal Code to Establish an Expedited and Streamlined Electric Vehicle Charging Station Permitting Process

PREPARED BY: Janae Lacey, Community & Economic Development Specialist and Susan Long, Contract City Planner

ATTACHMENTS: Draft Ordinance

REVIEWED BY
ADMINISTRATOR ☒

REVIEWED BY
ATTORNEY ☒

REVIEWED BY
FINANCE ☒

RECOMMENDATION:

That the City Council conduct a public hearing, introduce, and waive the first reading of an ordinance adding Chapter 15.61 to Title 15 of the Chowchilla Municipal Code to establish an expedited and streamlined electric vehicle charging station permitting process, including approval of a standardized permit checklist, and directing ministerial processing pursuant to Government Code Sections 65850.7 and 65850.71.

BACKGROUND:

Assembly Bill 1236 (Chiu, 2015), codified in Government Code Section 65850.7, requires all California cities and counties to adopt an expedited and streamlined permitting process for electric vehicle charging stations (EVCS), including a standardized permit checklist. The law is intended to accelerate the deployment of EV charging infrastructure by limiting local reviews to health and safety requirements and reducing permitting delays, thereby supporting State goals related to air quality improvement, greenhouse gas reduction, and economic development.

Assembly Bill 970 (McCarty, 2021), codified in Government Code Section 65850.71, expands upon AB 1236 by establishing mandatory, binding permit review timelines based on project size and clarifying parking requirements for EVCS installations. AB 970 also requires jurisdictions to provide applicants with a single, complete set of comments identifying all application deficiencies, which must be addressed through streamlined revisions. Together, AB 1236 and AB 970 apply to all EV charging station installations, including Level 1, Level 2, and DC fast charging; public and private facilities; light-, medium-, and heavy-duty vehicle charging stations; and all associated equipment and infrastructure necessary for charging station operation. All California cities and counties, including charter cities, are required to comply with these provisions. AB 970 has been in effect statewide since January 1, 2023.

The proposed ordinance adds Chapter 15.61 (Expedited and Streamlined Electric Vehicle Charging Station Permitting Process) of the Chowchilla Municipal Code to formally establish an expedited and streamlined permitting process for electric vehicle charging stations.

ENVIRONMENTAL REVIEW ANALYSIS:

The proposed action is exempt from the California Environmental Quality Act (CEQA) pursuant to:

- CEQA Guidelines Section 15378(b)(5) – Organizational or administrative activities of governments that will not result in direct or indirect physical changes in the environment.

No further environmental review is required.

REASON FOR RECOMMENDATION:

Adoption of the proposed ordinance is necessary to ensure the City's permitting procedures for electric vehicle charging stations comply with State law. Assembly Bill 1236 and Assembly Bill 970 require all California cities and counties to establish an expedited and streamlined EV charging station permitting process, including specific review timelines and standardized application requirements. Failure to adopt and implement these provisions could expose the City to legal risk and impede timely processing of EV charging infrastructure applications.

The proposed ordinance clarifies permit review procedures, establishes state-mandated timelines, and limits review to health and safety considerations, thereby providing predictability and efficiency for applicants while maintaining the City's ability to enforce applicable codes and safety standards. Streamlining the permitting process also supports the deployment of EV charging infrastructure, which advances State and local goals related to air quality improvement, greenhouse gas reduction, and economic development.

Adopting the ordinance will ensure the City remains consistent with State requirements, provides clear guidance to applicants and staff, and facilitates the timely installation of electric vehicle charging stations within the community.

FISCAL IMPACT:

None

ALTERNATIVES:

1. Introduce the ordinance and waive further reading (recommended).
2. Continue the item to a future meeting.
3. Direct staff to return with revisions prior to introduction.

The option of not adopting the ordinance is not recommended, as it would result in noncompliance with AB 1236 and AB 970.

ACTIONS FOLLOWING APPROVAL:

The ordinance will return to the City Council for second reading and adoption at a subsequent regular meeting. If adopted, the ordinance will become effective 30 days after final passage.

CITY COUNCIL ORDINANCE # XXX-26

**AN ORDINANCE OF THE CITY COUNCIL OF THE CITY OF CHOWCHILLA
ADDING CHAPTER 15.61 TO TITLE 15 OF THE CHOWCHILLA MUNICIPAL CODE
ESTABLISHING AN EXPEDITED AND STREAMLINED
ELECTRIC VEHICLE CHARGING STATION PERMITTING PROCESS**

WHEREAS, the State of California has adopted policies to promote the widespread deployment of zero-emission vehicles and supporting electric vehicle charging infrastructure in order to reduce greenhouse gas emissions, improve air quality, and advance public health and economic development goals; and

WHEREAS, Assembly Bill 1236 (Chiu, Chapter 598, Statutes of 2015), codified at Government Code Section 65850.7, requires all California cities and counties to adopt an ordinance establishing an expedited and streamlined permitting process for electric vehicle charging stations, including adoption of a standardized permit checklist; and

WHEREAS, Assembly Bill 970 (McCarty, Chapter 640, Statutes of 2021), codified at Government Code Section 65850.71, builds upon AB 1236 by imposing mandatory review timelines, limiting permit review to health and safety requirements, and clarifying parking requirements for electric vehicle charging stations; and

WHEREAS, Government Code Sections 65850.7 and 65850.71 apply to all California cities, including charter cities, and require compliance for all electric vehicle charging station installations; and

WHEREAS, the City Council desires to ensure the City's permitting procedures are consistent with State law, provide certainty to applicants, and facilitate the timely installation of electric vehicle charging infrastructure while preserving the City's authority to enforce applicable health and safety standards; and

WHEREAS, the adoption of this ordinance constitutes an organizational and administrative activity of government that will not result in a direct or indirect physical change in the environment and is therefore exempt from the California Environmental Quality Act pursuant to CEQA Guidelines Section 15378(b)(5).

NOW, THEREFORE, THE CITY COUNCIL OF THE CITY OF CHOWCHILLA DOES ORDAIN AS FOLLOWS:

SECTION 1. Title 15 of the Chowchilla Municipal Code is hereby amended by adding Chapter 15.61, entitled "Electric Vehicle Charging Stations," to read as follows:

Chapter 15.61 EXPEDITED, STREAMLINED PERMITTING FOR ELECTRIC VEHICLE CHARGING STATIONS

15.61.010 Purpose and Intent.

The purpose of this chapter is to establish an expedited and streamlined permitting process for electric vehicle charging stations in compliance with Government Code Sections 65850.7 and 65850.71. This chapter is intended to facilitate the timely installation

of electric vehicle charging infrastructure while ensuring that such installations comply with applicable health and safety standards.

15.61.020 Applicability.

A. This chapter applies to all electric vehicle charging station installations within the City, including, but not limited to:

1. Level 1, Level 2, and direct current (DC) fast charging stations;
2. Public and private charging stations;
3. Charging stations serving light-, medium-, and heavy-duty electric vehicles; and
4. All associated equipment and infrastructure necessary for the operation of electric vehicle charging stations.

B. This chapter applies regardless of whether the electric vehicle charging station is installed as a primary or accessory use.

15.61.030 Definitions.

For purposes of this chapter, the definitions set forth in Government Code Sections 65850.7 and 65850.71, and any implementing regulations, shall apply. In the event of a conflict, State law shall control.

15.61.040 Ministerial Review.

A. Applications for electric vehicle charging stations that comply with the requirements of this chapter and the City's standardized permit checklist shall be reviewed and approved ministerially.

B. Review of an electric vehicle charging station application shall be limited to health and safety requirements, including compliance with applicable building, electrical, fire, accessibility, and safety codes and standards.

15.61.050 Permit Checklist.

A. The City shall maintain and make publicly available a standardized electric vehicle charging station permit checklist consistent with Government Code Section 65850.7.

B. An application shall be deemed complete only when all items identified on the checklist have been submitted.

C. The City shall provide applicants with one complete set of comments identifying all deficiencies in an application, consistent with Government Code Section 65850.71.

15.61.060 Review Timelines.

A. The City shall approve or deny an application for an electric vehicle charging station within the timeframes required by Government Code Section 65850.71, based on the size and scope of the proposed project.

B. Failure to act within the applicable timeframe shall result in the application being deemed approved, as provided by State law.

15.61.070 Parking Requirements.

Electric vehicle charging stations shall not be subject to parking requirements beyond those permitted under Government Code Section 65850.71.

15.61.080 Fees.

Permit fees for electric vehicle charging stations shall be limited to the reasonable cost of providing the service for which the fee is charged and shall comply with Government Code Section 66016.

15.61.090 Conflicts with State Law.

This chapter shall be interpreted and applied in a manner consistent with Government Code Sections 65850.7 and 65850.71. In the event of a conflict between this chapter and State law, State law shall prevail.

SECTION 2. Severability. If any section, subsection, sentence, clause, or phrase of this ordinance is for any reason held to be invalid or unconstitutional, such decision shall not affect the validity of the remaining portions of the ordinance.

SECTION 3. Effective Date. This ordinance shall take effect thirty (30) days after its adoption.

SECTION 4. Publication. The City Clerk shall certify the adoption of this ordinance and cause it to be published or posted as required by law.

INTRODUCED at a regular City Council meeting on the 10th day of February 2026.

APPROVED, PASSED, and ADOPTED this ____ day of _____, 2026.

APPROVED:

Mayor Kelly Smith

ATTEST:

Joann McClendon, CMC
City Clerk

I, Joann McClendon, City Clerk of the City of Chowchilla, California, do hereby certify that the foregoing Ordinance number xxx-26 was duly introduced for the first reading on February 10, 2026 and adopted at a regular meeting of the City Council of the City of Chowchilla on _____ XX, 2026.

AYES:

NOES:

ABSENT:

ABSTAIN:

IN WITNESS THEREOF, I hereunto set my hand and affix the official seal of the City of Chowchilla on this ____ day of _____, 2026.

Joann McClendon, CMC
City Clerk

CITY OF CHOWCHILLA CALIFORNIA



Item 4.2

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REPORT TO THE CITY COUNCIL

Meeting of: February 10, 2026

AGENDA SECTION: Public Hearing

SUBJECT: Introduction and First Reading of an Ordinance Amending Section 2.08 of Title 2 of the Chowchilla Municipal Code to Delegate Certain Signature Authorities Pursuant to Government Code 40602

PREPARED BY: Susan Long, Contract City Planner

ATTACHMENTS: Draft Ordinance

REVIEWED BY
ADMINISTRATOR ☒

REVIEWED BY
ATTORNEY ☒

REVIEWED BY
FINANCE ☒

RECOMMENDATION:

That the City Council conduct a public hearing, introduce and waive the first reading of an Ordinance amending Chapter 2.08 of Title 2 of the Chowchilla Municipal Code to delegate certain signature authorities pursuant to Government Code Section 40602.

BACKGROUND:

Under Government Code §40602, the Mayor is required to sign all warrants, contracts, conveyances, and any instruments requiring the city seal, unless the City Council adopts an ordinance allowing another officer to sign. While this complies with Government Code Section 40602, it can result in administrative delays when documents must be executed between Council meetings or within short deadlines imposed by grant agencies, vendors, or other governmental entities

The California Department of Housing and Community Development (HCD) is now enforcing this requirement more strictly. When a city's signatory structure does not meet the standard in §40602, it can slow or block the submittal of applications, processing of funding amendments, conditional award standard agreements, budget revisions, and future funding awards.

Government Code Section 40602 expressly allows the City Council to delegate signature authority by ordinance to another officer of the City. Many California general law cities utilize this authority to permit a City Manager or City Administrator to execute certain documents, subject to dollar thresholds, prior Council approval, or emergency conditions.

ENVIRONMENTAL REVIEW ANALYSIS:

The proposed action is exempt from the California Environmental Quality Act (CEQA) pursuant to:

- CEQA Guidelines Section 15378(b)(5) – Organizational or administrative activities of governments that will not result in direct or indirect physical changes in the environment.

No further environmental review is required.

REASON FOR RECOMMENDATION:

If the City's desire is for the City Administrator to sign certain applications, contracts and amendments, HCD has advised that a signatory ordinance adopted pursuant to Government Code Section §40602 is required before HCD will process items funding agreements, contracts, reimbursements, or related compliance documents. Delegation of signature authority through informal means or by resolution, is no longer sufficient for HCD purposes.

Upon adoption, a copy of the ordinance will be required as part of applications and funding materials to demonstrate that the individual authorized to execute and submit documents on behalf of the City is consistent with the City's Municipal Code and Government Code Section §40602.

The proposed delegation is intended to improve administrative efficiency, reduce delays in time-sensitive transactions--particularly grant compliance and reimbursement documents--and align the City's practices with those of similarly situated general law cities.

FISCAL IMPACT:

None.

ALTERNATIVES:

1. Introduce the ordinance and waive further reading (recommended).
2. Continue the item to a future meeting.
3. Direct staff to return with revisions prior to introduction.
4. Take no action, in which case the Mayor would continue to serve as the sole authorized signatory for all contracts and instruments pursuant to Government Code Section 40602, and the City may experience delays or limitations in processing grant applications and amendments required by funding agencies.

ACTIONS FOLLOWING APPROVAL:

The ordinance will return to the City Council for second reading and adoption at a subsequent regular meeting. If adopted, the ordinance will become effective 30 days after final passage.

CITY COUNCIL ORDINANCE # XXX-26

AN ORDINANCE OF THE CITY COUNCIL OF THE CITY OF CHOWCHILLA, CALIFORNIA, AMENDING CHAPTER 2.08 OF THE CHOWCHILLA MUNICIPAL CODE TO DELEGATE CERTAIN SIGNATURE AUTHORITIES PURSUANT TO GOVERNMENT CODE SECTION 40602

WHEREAS, the City of Chowchilla is a general law city subject to the provisions of the California Government Code; and

WHEREAS, Government Code Section 40602 provides that the Mayor shall sign all warrants, written contracts, conveyances, and instruments requiring the City seal unless the legislative body provides by ordinance that such documents may be signed by another officer; and

WHEREAS, the City Council desires to delegate a portion of this authority to the City Administrator, while retaining the Mayor's statutory role as the City's primary signatory for major contracts and instruments; and

WHEREAS, this ordinance amends Chapter 2.08 of the Chowchilla Municipal Code to clearly establish signature authority consistent with state law.

NOW, THEREFORE, THE CITY COUNCIL OF THE CITY OF CHOWCHILLA DOES ORDAIN AS FOLLOWS:

SECTION 1. Chapter 2.08 of the Chowchilla Municipal Code is hereby amended to add Section 2.08.090, titled "Signature Authority Delegation", to read as follows:

2.08.090 — Signature Authority Delegation.

A. Default Signatory — Mayor.

Consistent with Government Code Section 40602, the Mayor shall sign:

1. All warrants drawn on the City treasury;
2. All written contracts and conveyances made or entered into by the City;
and
3. All instruments requiring the City seal, except as otherwise provided in this Section.

B. Delegation to the City Administrator.

Pursuant to Government Code Section 40602, the City Administrator is authorized to sign the following instruments on behalf of the City:

1. Contracts, agreements and amendments not previously authorized by City Council obligating City funds up to and including \$100,000 per contract.

2. Grant-related documents including applications, compliance forms, certifications, budget documents, correspondence, and reporting forms, following City Council approval of the primary grant award or acceptance of funds.
3. Right-of-entry permits, license agreements, temporary construction easements, and similar non-dispositive real property instruments previously approved by the City Council or determined by the City Administrator to be necessary for City operations.
4. Warrants, checks, and financial instruments issued pursuant to the adopted City budget, approved contracts, or other City Council-authorized expenditures.
5. Emergency contracts and instruments necessary to protect life, health, safety, property, or essential services, in accordance with Public Contract Code Section 22050, subject to City Council ratification.

C. Instruments Reserved for the Mayor.

Notwithstanding subsection B, the following instruments shall be signed by the Mayor unless the City Council specifically directs otherwise:

1. Contracts and agreements exceeding the City Administrator's signature authority limit;
2. Development agreements, disposition and development agreements, and franchise agreements;
3. Long-term leases or conveyances of real property interests;
4. Any contract or instrument that the City Council expressly directs the Mayor to sign;
5. Any instrument requiring the City seal that, in the City Administrator's judgment, should be executed by the Mayor due to policy significance or public visibility.

D. Mayor Pro Tem Acting in Mayor's Absence.

During any period in which the Mayor is unavailable or unable to act, the Mayor Pro Tem shall exercise the signature authority described in this Section.

E. Execution Requirements.

Prior to signing any contract or instrument under this Section, the City Administrator shall ensure that:

1. Funds have been appropriated or authorized by the City Council;
2. The document has been reviewed and approved as to form by the City Attorney, unless exempt under City policy; and
3. All applicable procurement and administrative procedures have been satisfied.

F. Reporting.

The City Administrator shall provide the City Council with a quarterly report summarizing all instruments executed under this Section that have a Fiscal impact.

SECTION 2. SEVERABILITY. If any part of this Ordinance is held invalid for any reason by a court of competent jurisdiction, such decision shall not affect the validity of the remaining portion of this Ordinance, and the City Council hereby declares that it would have passed the remainder of the Ordinance if such invalid portion thereof had been deleted.

SECTION 3. EFFECTIVE DATE. This Ordinance shall take effect and be in force thirty (30) days from and after its final passage.

SECTION 4. PUBLICATION. The City Clerk is hereby directed to post a summary and certified copy of this Ordinance in the City Clerk's office at least five (5) days prior to adoption and to publish a summary of the Ordinance in the Madera Tribune, a newspaper of general circulation, within fifteen (15) days after its adoption

INTRODUCED at a regular City Council meeting on the 10th day of February 2026.

APPROVED, PASSED, and ADOPTED this ____ day of _____, 2026.

APPROVED:

Mayor Kelly Smith

ATTEST:

Joann McClendon, CMC
City Clerk

I, Joann McClendon, City Clerk of the City of Chowchilla, California, do hereby certify that the foregoing Ordinance number xxx-26 was duly introduced for the first reading on February 10, 2026 and adopted at a regular meeting of the City Council of the City of Chowchilla on _____ XX, 2026.

AYES:

NOES:

ABSENT:

ABSTAIN:

IN WITNESS THEREOF, I hereunto set my hand and affix the official seal of the City of Chowchilla on this ____ day of _____, 2026.

Joann McClendon, CMC
City Clerk



REPORT TO THE CITY COUNCIL

Meeting of: February 10, 2026

AGENDA SECTION: New Business

SUBJECT: Direction and approval to proceed with Fairmead Wastewater System Consolidation HSR24-34 Project and submitting the required application with Local Agency Formation Commission (LAFCO)

PREPARED BY: Noel Azevedo, Administrative Analyst

APPROVED BY: Joe Roman, Deputy Director of Public Works

REVIEWED BY
ADMINISTRATOR ☒

REVIEWED BY
ATTORNEY ☒

REVIEWED BY
FINANCE ☒

RECOMMENDATION:

City Council provides direction to proceed with the Fairmead Wastewater System Consolidation HSR24-34 Project and submitting the required application with LAFCO.

BACKGROUND:

In 2018, a study was completed to evaluate alternatives for improving groundwater quality in the community of Fairmead, which has been historically impacted by residential septic systems. The study evaluated three primary options:

1. Construction of a local wastewater treatment facility in Fairmead;
2. Upgrades to existing septic systems;
3. Consolidation of wastewater services with the City of Chowchilla.

Consolidation of wastewater services with the City of Chowchilla was identified as the most reliable and cost-effective long-term solution. The recommended project includes construction of a wastewater collection system in Fairmead, a pump station to convey flows across Highway 99, and an extension of Chowchilla's gravity sewer system to transport wastewater to the existing treatment plant. The project also includes expansion of the City's treatment plant capacity by approximately 0.9 million gallons per day.

REASON FOR RECOMMENDATION:

Staff is currently working with the Local Agency Formation Commission (LAFCO) to initiate an out-of-boundary service agreement to serve affected customers, and direction from the City Council is needed to proceed with submitting the required application to LAFCO.

FISCAL IMPACT:

The construction costs and available funding for the Project were included in the Fiscal Year 2025/26 Budget and Capital Improvement Plan (CIP) and are funded by California High-Speed Rail Authority and the State Water Resources Control Board.

	Amount
Construction Costs	
Construction/Maintenance	\$22,000,000.00
Total Construction	\$22,000,000.00
Construction Funding	
High Speed Rail Reimbursement	\$7,000,000.00
State Water Resources Control Board (SWRCB)	\$15,000,000.00
Total Construction Funding	\$22,000,000.00

ALTERNATIVES:

1. City Council may reject recommendation

ACTIONS FOLLOWING APPROVAL:

1. Proceed with submitting the required application with LAFCO