



# LINDSAY CITY COUNCIL REGULAR MEETING AGENDA

February 11, 2025, 6:00 P.M.  
City Hall, 251 E. Honolulu St., Lindsay, CA 93247

**Mayor**  
Misty Villarreal  
**Mayor Pro Tem**  
Yolanda Flores  
**Councilmembers**  
Adriana Nave  
Rosaena Sanchez  
Joe Soria

Notice is hereby given that the Lindsay City Council will hold a Regular Meeting on Tuesday, February 11, 2025 at 6:00 p.m. in person and live via YouTube.

 **City of Lindsay YouTube Channel:** <https://www.youtube.com/@CityofLindsay>



Se anima a los hispanohablantes a asistir a las próximas reuniones del Concejo Municipal de Lindsay. Para traducción al español, comuníquese con la oficina de la Secretaria Municipal por teléfono, (559) 562-7102 ext. 8034, o regístrese unos minutos antes en el momento de la reunión del Consejo.

## Rules for Addressing the City Council:

- Members of the public may address the City Council on matters within the jurisdiction of the City of Lindsay.
- Persons wishing to address Council concerning an item on the agenda will be invited to address the Council during the time that Council is considering that agenda item. Persons wishing to address Council concerning issues not on the agenda will be invited to address Council during the Public Comment portion of the meeting.
- When invited by the Mayor to speak, please step up to the lectern, state your name and city of residence, and make your comments. Comments are limited to three minutes per speaker.

## Americans with Disabilities Act

Pursuant to the Americans with Disabilities Act, persons with disabilities who may need assistance should contact the City Clerk prior to the meeting at (559) 562-7102 ext. 8034 or via email at [mpeton@lindsay.ca.us](mailto:mpeton@lindsay.ca.us).

1. **CALL TO ORDER**
2. **INVOCATION** – Led by Pastor Jim Wolstenholm of the Lindsay Church of the Nazarene.
3. **PLEDGE OF ALLEGIANCE** – Led by Mayor Pro Tem Flores.
4. **ROLL CALL**
5. **APPROVAL OF AGENDA**
6. **PUBLIC COMMENT** – The public is invited to comment on any subject under the jurisdiction of the Lindsay City Council. Please note that speakers that wish to comment on a Regular Item or Public Hearing on tonight's agenda will have an opportunity to speak when public comment for that item is requested by the Mayor. Comments shall be limited to three (3) minutes per person, with thirty (30) minutes for the total comment period, unless otherwise indicated by the Mayor. The public may also choose to submit a comment before the meeting via email. Public comments received via email will be distributed to the Council prior to the start of the meeting and incorporated into the official minutes; however, they will not be read aloud. Under state law, matters presented under public comment cannot be acted upon by the Council at this time.
7. **COUNCIL REPORT**
8. **STAFF UPDATES** – City Services, Finance, Human Resources, Public Safety, Recreation Services
9. **CITY MANAGER REPORT**

**10. PRESENTATIONS**

**10.1 Ono Sister City Committee Overview**

**Presented by:** Lorena Leon, Counselor and Committee Member

**11. CONSENT CALENDAR** – Routine items approved in one motion unless an item is pulled for discussion. There will be no separate discussion of these matters unless a request is made, in which event the item will be removed from the Consent Calendar to be discussed and voted upon by a separate motion.

**11.1 Waive the Reading of Ordinance and Approve by Title Only.**

**Action & Recommendation:** Approve the reading by title only of all ordinances and that further reading of such ordinances be waived.

**Submitted by:** Maegan Peton, City Clerk

**11.2 Minutes of the Regular and/or Special Meeting of January 28, 2025.**

**Action & Recommendation:** Approve as submitted.

**Submitted by:** Maegan Peton, City Clerk

**11.3 Warrant List for January 20, 2025 Through February 2, 2025.**

**Action & Recommendation:** Accept the Warrant List for transactions dated January 20, 2025, through February 2, 2025.

**Submitted by:** Lacy Meneses, Director of Finance

**11.4 January 2025 Monthly Treasurer’s Report.**

**Action & Recommendation:** Accept the January 2025 Monthly Treasurer's Report.

**Submitted by:** Lacy Meneses, Director of Finance

**11.5 Fee Waiver Request – Lindsay Ono Sister City Program.**

**Action & Recommendation:** Approve the request from the Lindsay Ono Sister City Committee to waive the facility rental fees for their monthly planning meetings at the Lindsay Wellness Center and for their annual fundraiser on April 5<sup>th</sup>, 2025.

**Submitted by:** Daymon Qualls, City Manager

**12. ACTION ITEMS**

**12.1 Amendment of the Lindsay Economic Development Committee Bylaws.**

**Action & Recommendation:** Approve Resolution 25-04 amending the bylaws for the Lindsay Economic Development Committee.

**Submitted by:** Maegan Peton, City Clerk and Assistant to the City Manager

**13. DISCUSSION ITEMS**

**13.1 City Contributions to Community Events**

**Action & Recommendation:** Discuss potential direct monetary contributions to community events and consider establishing a formal policy whereby each Council member is allocated an annual amount of \$1,200 from existing Community Events funds.

Staff recommends that the City Council:

- Engage in a discussion regarding the merits and feasibility of direct contributions to community events.
- Consider adopting the proposed policy that allocates \$1,200 per Council member, per fiscal year, to be used solely for community events that provide a clearly defined public benefit.
- Provide guidance to staff on implementing a transparent process for documenting, approving, and reporting each expenditure, ensuring adherence to California law governing gifts of public funds.

**Submitted by:** Daymon Qualls, City Manager

**14. EXECUTIVE (CLOSED) SESSION**

**14.1 Conference with Real Property Negotiators (§ 54956.8)**

Property: 205-236-013; 205-236-014; 205-236-022; 205-236-020

Agency Negotiation: Daymon Qualls, City Manager

Negotiating Parties: Kristar Development, LLC

Under Negotiation: Price, terms of payment

**14.2 Conference with Labor Negotiators (§ 54957.6)**

Agency Designated Representative: Daymon Qualls, City Manager

Employee Organization(s): LPOA; SEIU

**15. REQUEST FOR FUTURE ITEMS**

**16. ADJOURNMENT** – Lindsay City Council meetings are held in the City Council Chambers at 251 E. Honolulu Street in Lindsay, California beginning at 6:00 P.M. on the second and fourth Tuesday of every month unless otherwise noticed. Materials related to an Agenda item submitted to the legislative body after distribution of the Agenda Packet are available for public inspection in the office of the City Clerk during normal business hours. A complete agenda is available at [www.lindsay.ca.us](http://www.lindsay.ca.us). In compliance with the Americans with Disabilities Act & Ralph M. Brown Act, if you need special assistance to participate in this meeting, or to be able to access this agenda and documents in the agenda packet, please contact the office of the City Clerk at (559) 562-7102 x 8034. Notification prior to the meeting will enable the City to ensure accessibility to this meeting and/or provision of an alternative format of the agenda and documents in the agenda packet.

**AFFIDAVIT OF POSTING AGENDA**

I hereby certify, in conformance with Government Code Sections 54954.2 and 54956, this agenda was posted in the bulletin board at the front of City Hall, 251 E Honolulu St., as well as on the City of Lindsay's website ([www.lindsay.ca.us](http://www.lindsay.ca.us)).

DATE & TIME POSTED: Thursday, February 6, 2025 at 2:00 p.m.



Maegan Peton, City Clerk



# LINDSAY CITY COUNCIL REGULAR MEETING MINUTES

Lindsay Council Chambers  
251 E Honolulu St., Lindsay CA 93247

Tuesday, January 28, 2025  
6:00 p.m. – Regular Meeting

Proper notice of this meeting was given pursuant to Government Code Section 54954.2 and 54956.

**STAFF PRESENT:** City Manager Daymon Qualls, City Attorney Megan Crouch, City Clerk Maegan Peton, Director of Public Safety Rob Moore, Acting Human Resources Manager Lance Rowell, Director of Finance Lacy Meneses, Director of Recreation Services Armando da Silva, Acting City Services Director Ryan Heinks

## 6:00 p.m. – REGULAR MEETING

### 1. CALL TO ORDER

Mayor Villarreal called to order the regular meeting of the Lindsay City Council at 6:00 p.m. in the Council Chamber located at 251 E. Honolulu St.

### 2. INVOCATION

Pastor Jim Wolstenholm was unable to attend due to a family emergency. The invocation was led by Councilmember Soria.

### 3. PLEDGE OF ALLEGIANCE

The Pledge of Allegiance was led by Councilmember Sanchez.

### 4. ROLL CALL

**Council Present:** Mayor Villarreal  
Mayor Pro Tem Flores  
Councilmember Nave  
Councilmember Sanchez  
Councilmember Soria

### 5. APPROVAL OF AGENDA

It was motioned by Councilmember Soria, seconded by Councilmember Sanchez, and unanimously carried to approve the agenda

### 6. PUBLIC COMMENT

Eric Coyne, representative from Senator Hurtado's office, provided legislative updates and information for the rights of citizens and non-citizens in the area.

Resident Henry Villanueva provided comments in support of proclaiming the City of Lindsay a Sanctuary City.

Resident Louisa Casad provided comments in support of proclaiming the City of Lindsay a Sanctuary City.

Resident Katherine Thompkins provided comments against proclaiming the City of Lindsay a Sanctuary City.

Dennis Doanne, representative from the Lindsay Chamber of Commerce, provided updates to Council.

Student Noah Richardson had questions for Council pertaining to the processing of maintenance requests in the City – specifically potholes. Mayor Villarreal requested a separate meeting to discuss his concerns.

Josh Flowers, representative of the nonprofits “Blessings of Liberty” and “La Gente” provided comments against proclaiming the City of Lindsay a Sanctuary City.

Resident Jerry Harrison provided comments against proclaiming the City of Lindsay a Sanctuary City.

## 7. **COUNCIL REPORT**

Councilmember Sanchez had nothing to report.

Councilmember Soria thanked everyone for their public comments and questions. He advised he attended the East Kaweah Groundwater Sustainability Agency board meeting, the Tulare County Regional Transit Agency board meeting, the Lindsay Wellness Center Programming Committee meeting, and the Ethics and Brown Act trainings.

Mayor Pro Tem Flores advised that she and Councilmember Sanchez volunteered to help with the recent fires in Pasadena.

Councilmember Nave advised that she attended the Lindsay Economic Development Committee meeting, she helped with Lindsay High School senior interviews, she met with the Boys and Girls Club and that local school attendance is up.

Mayor Villarreal welcomed the learners to the City Council meeting. She advised that she also attended the Tulare County Regional Transit Agency board meeting, the Healthy Start meeting, a Vita-Pakt meeting. She also recognized Varela’s Boxing Academy for their recent accomplishments.

## 8. **STAFF UPDATES**

City staff provided departmental updates to Council.

## 9. **CITY MANAGER REPORT**

The City Manager reported on recent events and items of interest.

## 10. **CONSENT CALENDAR**

It was motioned by Councilmember Soria, seconded by Councilmember Sanchez and unanimously carried to approve the items on the Consent Calendar as presented except for item 10.4.

### 10.1 **Waive the Reading of Ordinance and Approve by Title Only.**

**Action & Recommendation:** Approve the reading by title only of all ordinances and that further reading of such ordinances be waived.

### 10.2 **Minutes of the regular and/or special Meeting of January 14, 2025.**

**Action & Recommendation:** Approve as submitted.  
Submitted by: Maegan Peton, City Clerk

### 10.3 **Warrant List for January 6, 2025 through January 19, 2025.**

**Action & Recommendation:** Accept the Warrant List for transaction dates of January 6, 2025 through January 19, 2025.  
**Submitted by:** Lacy Meneses, Director of Finance

**10.5 Authorization to Sign a Collective Letter from the Kaweah Delta Water Conservation District to the Department of Conservation.**

**Action & Recommendation:** Authorize the City Manager to sign a collective letter from the Kaweah Delta Water Conservation District (District) to the Department of Conservation (DoC) in response to the revised guidelines for the Multibenefit Land Repurposing Program (MLRP), specifically addressing concerns about language changes related to groundwater recharge projects and landowner incentives.

**Submitted by:** Daymon Qualls, City Manager

**10.6 Authorization to Release a Request for Qualifications for Professional Engineering Services for the Planning, Design, and Installation of Seven (7) Backup Generators.**

**Action & Recommendation:** Authorize the release of a Request for Qualifications (RFQ) seeking professional engineering services and a detailed project approach for the planning, design, and installation of seven (7) backup generators at the following locations:

Wastewater Treatment Plant  
Sequoia Lift Station  
Hickory Lift Station  
Two (2) Potable Water Wells  
Lindsay Department of Public Safety Building  
Emergency Operations Center (EOC) at City Hall

**Submitted by:** Ryan Heinks, Acting Director of City Services

**PULLED CONSENT CALENDAR ITEM(S)**

**10.4 Adopt Resolution 25-03, Directing the City Manager to Negotiate the Sale of Surplus Water to Members of the East Kaweah Groundwater Sustainability Agency.**

**Action & Recommendation:** Approve Resolution 25-03, directing the City Manager to negotiate the sale of surplus water to members of the East Kaweah Groundwater Sustainability Agency (GSA) or other eligible water users, in compliance with USBR regulations; and direct staff to report back to the Council upon completion of any water sale transactions, including the volume of water sold, the sale price, and total net revenue to the City.

**Submitted by:** Ryan Heinks, Acting Director of City Services

**Council Action:** Mayor Pro Tem Flores pulled this item for clarification on what happens to the surplus water and if the City will have enough water to support new developments if surplus water is sold. Acting City Services Director Ryan Heinks advised that this is only water that is a surplus based off of usage for that year and if it is not used, the City does not have capacity to store it. He advised that selling the surplus water ensured that profits benefitted the City of Lindsay residents by contributing to the Water Fund. Future developments would only be approved after a Water Feasibility Study is conducted to ensure there is adequate water supply.

It was motioned by Councilmember Nave, seconded by Councilmember Sanchez, and unanimously carried to approve the item as presented.

**11. ACTION ITEMS**

**11.1 Lindsay Economic Development Committee Member Selection.**

**Action & Recommendation:** Select one applicant to serve as Committee Member for the immediate vacancy on the Lindsay Economic Development Committee.

**Submitted by:** Maegan Peton, City Clerk and Assistant to the City Manager

**Public Comment:** There were no public comments.

**Council Action:** After reviewing the applicants for the committee vacancy, council directed staff to adjust the bylaws to increase the number of members of the public from 5 to 6 before selecting applicant(s).

**12. REQUEST FOR FUTURE ITEMS**

Council provided consensus to amend the Lindsay Economic Development Bylaws and to put forth a statement or press release regarding immigration.

**13. EXECUTIVE (CLOSED) SESSION**

Council recessed to closed session at 7:21 p.m.

**13.1 Public Employee Performance Evaluation (§ 54957)**

Title: City Manager

**13.2 Conference with Real Property Negotiators (§ 54956.8)**

Property: 205-236-013; 205-236-014; 205-236-022; 205-236-020

Agency Negotiation: Daymon Qualls, City Manager

Negotiating Parties: Kristar Development, LLC

Under Negotiation: Price, terms of payment

**13.3 Conference with Labor Negotiators (§ 54957.6)**

Agency Designated Representative: Daymon Qualls, City Manager

Employee Organization(s): LPOA; SEIU

**13.4 Conference with Legal Counsel – Anticipated Litigation**

Significant Exposure to Litigation

Pursuant to § 54956.9(b): 2 cases.

Council reconvened from closed session at 10:09 p.m.

**EXECUTIVE (CLOSED) SESSION REPORT**

Mayor Villarreal advised there was no reportable action.

**14. ADJOURNMENT**

The regular meeting was adjourned at 10:10 p.m.

Approved by Council: February 11, 2025.

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Misty Villarreal, Mayor

ATTEST:

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Maegan Peton, City Clerk

*The next Regular Meeting of the Lindsay City Council is scheduled to be held on February 11, 2025.*



# STAFF REPORT

TO: Lindsay City Council

MEETING DATE: February 11, 2025

Item #: 11.3  
Consent

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**DEPARTMENT:** Finance

**FROM:** Lacy Meneses, Director of Finance

**AGENDA TITLE:** Warrant List for January 20, 2025, through February 2, 2025

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## ACTION & RECOMMENDATION

Accept the Warrant List for transactions dated January 20, 2025, through February 2, 2025.

## BACKGROUND | ANALYSIS

The warrant list for January 20, 2025, through February 2, 2025, is submitted for Council review and acceptance.

## FISCAL IMPACT

There is no fiscal impact associated with this action.

## ATTACHMENTS

1. Warrant List

Reviewed/Approved:



CITY OF LINDSAY | WARRANT LIST  
TRANSACTION DATES:

1/20/2025 THROUGH 2/2/2025

Check#	Fund	Date	Vendor #	Vendor Name	Description	Amount
<b>27313</b>						<b>\$829.27</b>
	101 - GENERAL FUND	01/29/25	4660	CITY OF LINDSAY	DED:052 WELLNESS	39.7
	101 - GENERAL FUND	01/29/25	4660	CITY OF LINDSAY	DED:CDBG CDBG PMT	350
	101 - GENERAL FUND	01/29/25	4660	CITY OF LINDSAY	DED:L203 CDBG LOAN	439.57
<b>27314</b>						<b>\$368.83</b>
	101 - GENERAL FUND	01/29/25	3192	SEIU LOCAL 521	DED:COPE COPE SEIU	2
	101 - GENERAL FUND	01/29/25	3192	SEIU LOCAL 521	DED:DUES UNION DUES	366.83
<b>27315</b>						<b>\$6,310.03</b>
	101 - GENERAL FUND	01/29/25	6452	GREAT-WEST TRUST	DED:0500 DEF COMP	1920.08
	101 - GENERAL FUND	01/29/25	6452	GREAT-WEST TRUST	DED:0555 DC LOANPAY	1255.96
	101 - GENERAL FUND	01/29/25	6452	GREAT-WEST TRUST	DED:151 DEFERCOMP	2737.96
	101 - GENERAL FUND	01/29/25	6452	GREAT-WEST TRUST	DED:ROTH ROTH	396.03
<b>27316</b>						<b>\$224.62</b>
	101 - GENERAL FUND	01/29/25	7301	LINDSAY POLICE OFFI	DED:LPOA LPOA DUES	224.62
<b>27317</b>						<b>\$73.82</b>
	101 - GENERAL FUND	01/29/25	6246	MCDERMONT VENTURE I	DED:051 MCDERMONT	73.82
<b>27318</b>						<b>\$62.76</b>
	101 - GENERAL FUND	01/29/25	3042	STATE DISBURSEMENT	DED:0512 CHILD SUPT	62.76
<b>27319</b>						<b>\$439.65</b>
	101 - GENERAL FUND	01/29/25	1498	STATE OF CALIF FRAN	DED:0511 FTB - DEBT	439.65
<b>27320</b>						<b>\$2,446.00</b>
	101 - GENERAL FUND	01/31/25	6504	ADVENTIST HEALTH TO	TOXICOLOGY	2446
<b>27321</b>						<b>\$1,557.79</b>
	101 - GENERAL FUND	01/31/25	6907	ALL VALLEY UNIFORMS	R MOORE UNI	1055.26
	101 - GENERAL FUND	01/31/25	6907	ALL VALLEY UNIFORMS	R MOORE UNI	502.53
<b>27322</b>						<b>\$107.05</b>
	101 - GENERAL FUND	01/31/25	431	ALLSTAR FIRE EQUIPM	SCBA SCOTT REPAIR	107.05
<b>27323</b>						<b>\$200.00</b>
	400 - WELLNESS CENTER	01/31/25	6950	ANA CARRETERO	ZUMBA GOLD JAN 2025	200
<b>27324</b>						<b>\$362.16</b>
	101 - GENERAL FUND	01/31/25	3428	AT&T MOBILITY	NOV03-DEC02 2024	362.16
<b>27325</b>						<b>\$326.13</b>
	101 - GENERAL FUND	01/31/25	5381	AWAKE SKATE SHOP	POLO & JACKET W LOG	43.49
	101 - GENERAL FUND	01/31/25	5381	AWAKE SKATE SHOP	POLO & JACKET W LOG	156.53
	101 - GENERAL FUND	01/31/25	5381	AWAKE SKATE SHOP	POLO WITH LOGOS NBA	78.27
	101 - GENERAL FUND	01/31/25	5381	AWAKE SKATE SHOP	POLO & JACKET W LOG	47.84
<b>27326</b>						<b>\$256.62</b>
	101 - GENERAL FUND	01/31/25	3056	CALIFORNIA TURF EQU	S/O 367188	256.62
<b>27327</b>						<b>\$6,875.00</b>
	261 - GAS TAX FUND	01/31/25	1702	SCA OF CA, LLC	NOV SWEEPING	6875
<b>27328</b>						<b>\$157.50</b>
	101 - GENERAL FUND	01/31/25	4322	CO OF TULARE-INFORM	689 RADIO MAINT	157.5
<b>27330</b>						<b>\$1,700.00</b>
	101 - GENERAL FUND	01/31/25	6118	CVIN LLC	INV 59726	14.96
	101 - GENERAL FUND	01/31/25	6118	CVIN LLC	NOV2024 INTERNET	14.96
	101 - GENERAL FUND	01/31/25	6118	CVIN LLC	INV 59726	14.03
	101 - GENERAL FUND	01/31/25	6118	CVIN LLC	NOV2024 INTERNET	14.03
	101 - GENERAL FUND	01/31/25	6118	CVIN LLC	INV 59726	45.48
	101 - GENERAL FUND	01/31/25	6118	CVIN LLC	NOV2024 INTERNET	45.48
	101 - GENERAL FUND	01/31/25	6118	CVIN LLC	INV 59726	26.95
	101 - GENERAL FUND	01/31/25	6118	CVIN LLC	NOV2024 INTERNET	26.95
	101 - GENERAL FUND	01/31/25	6118	CVIN LLC	INV 59726	298.01
	101 - GENERAL FUND	01/31/25	6118	CVIN LLC	NOV2024 INTERNET	298.01
	101 - GENERAL FUND	01/31/25	6118	CVIN LLC	INV 59726	45.9
	101 - GENERAL FUND	01/31/25	6118	CVIN LLC	NOV2024 INTERNET	45.9
	101 - GENERAL FUND	01/31/25	6118	CVIN LLC	INV 59726	28.9
	101 - GENERAL FUND	01/31/25	6118	CVIN LLC	NOV2024 INTERNET	28.9
	101 - GENERAL FUND	01/31/25	6118	CVIN LLC	INV 59726	41.57
	101 - GENERAL FUND	01/31/25	6118	CVIN LLC	NOV2024 INTERNET	41.57
	261 - GAS TAX FUND	01/31/25	6118	CVIN LLC	INV 59726	24.48
	261 - GAS TAX FUND	01/31/25	6118	CVIN LLC	NOV2024 INTERNET	24.48
	400 - WELLNESS CENTER	01/31/25	6118	CVIN LLC	INV 59726	124.02
	400 - WELLNESS CENTER	01/31/25	6118	CVIN LLC	NOV2024 INTERNET	124.02
	552 - WATER	01/31/25	6118	CVIN LLC	INV 59726	81.86
	552 - WATER	01/31/25	6118	CVIN LLC	NOV2024 INTERNET	81.86
	553 - SEWER	01/31/25	6118	CVIN LLC	INV 59726	72.93
	553 - SEWER	01/31/25	6118	CVIN LLC	NOV2024 INTERNET	72.9
	554 - REFUSE	01/31/25	6118	CVIN LLC	INV 59726	30.91
	554 - REFUSE	01/31/25	6118	CVIN LLC	NOV2024 INTERNET	30.94
<b>27331</b>						<b>\$420.00</b>
	101 - GENERAL FUND	01/31/25	316	DEPT OF JUSTICE	BAC ANALYSIS	35
	101 - GENERAL FUND	01/31/25	316	DEPT OF JUSTICE	NOV24 BLOOD ALCOHOL	385
<b>27332</b>						<b>\$291.67</b>
	553 - SEWER	01/31/25	119	DOUG DELEO WELDING	WWTP -FLANCE MOUNT	291.67
<b>27333</b>						<b>\$22,270.25</b>
	552 - WATER	01/31/25	6113	EAST KAWEAH GSA	2025-02	8750

	552 - WATER	01/31/25	6113	EAST KAWEAH GSA	INV 2025-01	13520.25
<b>27334</b>						<b>\$114.02</b>
	101 - GENERAL FUND	01/31/25	1450	FRESNO OXYGEN & WEL	CYLINDER MAINT	114.02
<b>27335</b>						<b>\$262.86</b>
	552 - WATER	01/31/25	137	FRIANT WATER AUTHOR	SLDMWA EST	262.86
<b>27336</b>						<b>\$28,709.18</b>
	101 - GENERAL FUND	01/31/25	5647	GRISWOLD,LASALLE,CO	REF 22752.003	1500
	101 - GENERAL FUND	01/31/25	5647	GRISWOLD,LASALLE,CO	REF 22752.004	1937.41
	101 - GENERAL FUND	01/31/25	5647	GRISWOLD,LASALLE,CO	REF 22752.005	2158.55
	101 - GENERAL FUND	01/31/25	5647	GRISWOLD,LASALLE,CO	REF 22752.006	100
	101 - GENERAL FUND	01/31/25	5647	GRISWOLD,LASALLE,CO	REF 22752.007	1520
	101 - GENERAL FUND	01/31/25	5647	GRISWOLD,LASALLE,CO	REF 22752.009	900
	101 - GENERAL FUND	01/31/25	5647	GRISWOLD,LASALLE,CO	REF 22752.116	1410
	101 - GENERAL FUND	01/31/25	5647	GRISWOLD,LASALLE,CO	REF 22752.117	19183.22
<b>27337</b>						<b>\$250.69</b>
	400 - WELLNESS CENTER	01/31/25	197	JORGENSEN COMPANY I	SEMI ANN SERVICE	250.69
<b>27338</b>						<b>\$6,000.00</b>
	552 - WATER	01/31/25	6774	KAWEAH WATER FOUNDA	ANN CONTRIBUTION	6000
<b>27339</b>						<b>\$140,462.54</b>
	101 - GENERAL FUND	01/31/25	6100	KEENAN & ASSOCIATES	DEC ANT BLUE CROSS	4178.82
	101 - GENERAL FUND	01/31/25	6100	KEENAN & ASSOCIATES	JAN-MAR OPEN PO NTE	4575.4
	101 - GENERAL FUND	01/31/25	6100	KEENAN & ASSOCIATES	DEC ANT BLUE CROSS	61873.24
	101 - GENERAL FUND	01/31/25	6100	KEENAN & ASSOCIATES	JAN-MAR OPEN PO NTE	69835.08
<b>27340</b>						<b>\$7,117.60</b>
	101 - GENERAL FUND	01/31/25	214	LEAGUE OF CALIF CIT	2025 SJ VALL DUES	173.6
	101 - GENERAL FUND	01/31/25	214	LEAGUE OF CALIF CIT	MEM DUES YR2025	6944
<b>27341</b>						<b>\$3,951.00</b>
	101 - GENERAL FUND	01/31/25	4076	LIEBERT CASSIDY WHI	INV 284313	2493
	101 - GENERAL FUND	01/31/25	4076	LIEBERT CASSIDY WHI	INVOICE 284717	1098
	101 - GENERAL FUND	01/31/25	4076	LIEBERT CASSIDY WHI	INVOICE 284723	360
<b>27342</b>						<b>\$1,800.00</b>
	400 - WELLNESS CENTER	01/31/25	6260	LLEON SERVICES	CHEM BAL FEB2025	1800
<b>27343</b>						<b>\$6,620.00</b>
	300 - MCDERMONT SALE PROCEEDS	01/31/25	5852	MID VALLEY DISPOSAL	LIND SKATE PARK	50
	554 - REFUSE	01/31/25	5852	MID VALLEY DISPOSAL	SB1383 INV 3136794	6570
<b>27344</b>						<b>\$584,533.48</b>
	460 - CA STATE PARKS	01/31/25	7307	MISSION BANK	OLIVE BOWL CONSTR	584533.48
<b>27345</b>						<b>\$15,000.00</b>
	101 - GENERAL FUND	01/31/25	6947	MOSS, LEVY & HARTZH	AUDIT FYE 24	247.5
	101 - GENERAL FUND	01/31/25	6947	MOSS, LEVY & HARTZH	AUDIT FYE 24	232.5
	101 - GENERAL FUND	01/31/25	6947	MOSS, LEVY & HARTZH	AUDIT FYE 24	754.5
	101 - GENERAL FUND	01/31/25	6947	MOSS, LEVY & HARTZH	AUDIT FYE 24	5446.5
	101 - GENERAL FUND	01/31/25	6947	MOSS, LEVY & HARTZH	AUDIT FYE 24	861
	101 - GENERAL FUND	01/31/25	6947	MOSS, LEVY & HARTZH	AUDIT FYE 24	501
	101 - GENERAL FUND	01/31/25	6947	MOSS, LEVY & HARTZH	AUDIT FYE 24	892.5
	261 - GAS TAX FUND	01/31/25	6947	MOSS, LEVY & HARTZH	AUDIT FYE 24	358.5
	263 - TRANSPORTATION	01/31/25	6947	MOSS, LEVY & HARTZH	AUDIT FYE 24	294
	400 - WELLNESS CENTER	01/31/25	6947	MOSS, LEVY & HARTZH	AUDIT FYE 24	2065.5
	552 - WATER	01/31/25	6947	MOSS, LEVY & HARTZH	AUDIT FYE 24	1375.5
	553 - SEWER	01/31/25	6947	MOSS, LEVY & HARTZH	AUDIT FYE 24	1380
	554 - REFUSE	01/31/25	6947	MOSS, LEVY & HARTZH	AUDIT FYE 24	543
	556 - VITA-PAKT	01/31/25	6947	MOSS, LEVY & HARTZH	AUDIT FYE 24	48
<b>27346</b>						<b>\$1,876.29</b>
	101 - GENERAL FUND	01/31/25	7242	ODP BUSINESS SOLUTI	FRAMES	58.67
	101 - GENERAL FUND	01/31/25	7242	ODP BUSINESS SOLUTI	DESKTOP SCANNERS	1487.71
	101 - GENERAL FUND	01/31/25	7242	ODP BUSINESS SOLUTI	FINANCE SPPLIES	74.19
	101 - GENERAL FUND	01/31/25	7242	ODP BUSINESS SOLUTI	OPEN PO NTE 1500 DE	255.72
<b>27347</b>						<b>\$328.85</b>
	400 - WELLNESS CENTER	01/31/25	7044	ORIGINAL WATERMEN I	BODYSUITS & BOARDSH	328.85
<b>27348</b>						<b>\$2,912.50</b>
	552 - WATER	01/31/25	6513	OROSCO'S BACKFLOW S	INV 2497	2912.5
<b>27349</b>						<b>\$91,142.83</b>
	101 - GENERAL FUND	01/31/25	6368	PNC EQUIPMENT FINAN	211333000 INTRST	14332.48
	101 - GENERAL FUND	01/31/25	6368	PNC EQUIPMENT FINAN	211333000 PRNCPL	76810.35
<b>27350</b>						<b>\$3,505.87</b>
	266 - LTF-ART 8 STREETS & ROADS	01/31/25	4618	PROVOST & PRITCHARD	PROJ 03257-22-002 C	3505.87
<b>27351</b>						<b>\$15,326.12</b>
	101 - GENERAL FUND	01/31/25	399	QUAD KNOPF,INC.	PROJ 220009	2303.9
	266 - LTF-ART 8 STREETS & ROADS	01/31/25	399	QUAD KNOPF,INC.	PROJ 240182	13022.22
<b>27352</b>						<b>\$268.55</b>
	101 - GENERAL FUND	01/31/25	5684	QUIK-ROOTER	UNPLUG MAIN LINE	268.55
<b>27353</b>						<b>\$208.56</b>
	101 - GENERAL FUND	01/31/25	285	QUILL CORPORATION	OPEN PO NTE 500 DEC	208.56
<b>27354</b>						<b>\$1,132.47</b>
	552 - WATER	01/31/25	3016	QUINN COMPANY	WO FG15282	566.23
	553 - SEWER	01/31/25	3016	QUINN COMPANY	WO FG15282	566.24
<b>27355</b>						<b>\$156.00</b>
	101 - GENERAL FUND	01/31/25	7143	SEQUOIA HEALTH CARE	PRE EMPLOYMENT PHYS	156
<b>27356</b>						<b>\$4,645.73</b>
	400 - WELLNESS CENTER	01/31/25	310	SOUTHERN CA. EDISON	700470455603 OCT-NO	4645.73

<b>27357</b>						<b>\$69.42</b>
	261 - GAS TAX FUND	01/31/25	310	SOUTHERN CA. EDISON	700345129983 DEC-JA	69.42
<b>27358</b>						<b>\$58.89</b>
	261 - GAS TAX FUND	01/31/25	310	SOUTHERN CA. EDISON	700345129983 OCT-NO	58.89
<b>27359</b>						<b>\$75.50</b>
	261 - GAS TAX FUND	01/31/25	310	SOUTHERN CA. EDISON	700345129983 NOV-DE	75.5
<b>27360</b>						<b>\$37.90</b>
	261 - GAS TAX FUND	01/31/25	310	SOUTHERN CA. EDISON	SCE CS DEC	37.9
<b>27361</b>						<b>\$34.23</b>
	261 - GAS TAX FUND	01/31/25	310	SOUTHERN CA. EDISON	700271196179 OCT-NO	34.23
<b>27362</b>						<b>\$37.67</b>
	261 - GAS TAX FUND	01/31/25	310	SOUTHERN CA. EDISON	700271196179 NOV-DE	37.67
<b>27363</b>						<b>\$10,490.11</b>
	553 - SEWER	01/31/25	310	SOUTHERN CA. EDISON	700141289639 OCT 24	10490.11
<b>27364</b>						<b>\$9,939.92</b>
	553 - SEWER	01/31/25	310	SOUTHERN CA. EDISON	700141289638 OCT-NO	9939.92
<b>27365</b>						<b>\$94.21</b>
	261 - GAS TAX FUND	01/31/25	310	SOUTHERN CA. EDISON	700477332697 DEC-JA	94.21
<b>27366</b>						<b>\$114.13</b>
	261 - GAS TAX FUND	01/31/25	310	SOUTHERN CA. EDISON	700477332697 OCT-NO	114.13
<b>27367</b>						<b>\$105.20</b>
	261 - GAS TAX FUND	01/31/25	310	SOUTHERN CA. EDISON	700477332697 NOV-DE	105.2
<b>27368</b>						<b>\$30.98</b>
	261 - GAS TAX FUND	01/31/25	310	SOUTHERN CA. EDISON	SCE CS DEC	30.98
<b>27369</b>						<b>\$196.71</b>
	261 - GAS TAX FUND	01/31/25	310	SOUTHERN CA. EDISON	700482892316 DEC-JA	196.71
<b>27370</b>						<b>\$191.82</b>
	261 - GAS TAX FUND	01/31/25	310	SOUTHERN CA. EDISON	700482892316 OCT-NO	191.82
<b>27371</b>						<b>\$181.78</b>
	261 - GAS TAX FUND	01/31/25	310	SOUTHERN CA. EDISON	700482892316 NOV-DE	181.78
<b>27372</b>						<b>\$4,731.66</b>
	101 - GENERAL FUND	01/31/25	6146	SUPERION, LLC		78.07
	101 - GENERAL FUND	01/31/25	6146	SUPERION, LLC		73.34
	101 - GENERAL FUND	01/31/25	6146	SUPERION, LLC		238
	101 - GENERAL FUND	01/31/25	6146	SUPERION, LLC		1718.07
	101 - GENERAL FUND	01/31/25	6146	SUPERION, LLC		271.6
	101 - GENERAL FUND	01/31/25	6146	SUPERION, LLC		158.04
	101 - GENERAL FUND	01/31/25	6146	SUPERION, LLC		281.53
	261 - GAS TAX FUND	01/31/25	6146	SUPERION, LLC		113.09
	263 - TRANSPORTATION	01/31/25	6146	SUPERION, LLC		92.74
	400 - WELLNESS CENTER	01/31/25	6146	SUPERION, LLC		651.55
	552 - WATER	01/31/25	6146	SUPERION, LLC		433.89
	553 - SEWER	01/31/25	6146	SUPERION, LLC		435.31
	554 - REFUSE	01/31/25	6146	SUPERION, LLC		171.29
	556 - VITA-PAKT	01/31/25	6146	SUPERION, LLC		15.14
<b>27373</b>						<b>\$530.60</b>
	101 - GENERAL FUND	01/31/25	5625	SUPERIOR VISION SER	REISSUE 26665	530.6
<b>27374</b>						<b>\$426.52</b>
	101 - GENERAL FUND	01/31/25	5625	SUPERIOR VISION SER	DEC 2024	426.52
<b>27375</b>						<b>\$439.78</b>
	101 - GENERAL FUND	01/31/25	5625	SUPERIOR VISION SER	OPEN PO NTE 1500 JA	439.78
<b>27376</b>						<b>\$11,649.08</b>
	552 - WATER	01/31/25	1183	SWRCB	LW-1051252	11649.08
<b>27377</b>						<b>\$519.00</b>
	400 - WELLNESS CENTER	01/31/25	2399	TULARE COUNTY ENVIR	W.C WALK-UP IN02206	519
<b>27378</b>						<b>\$300.00</b>
	101 - GENERAL FUND	01/31/25	3511	TULARE COUNTY SHERI	PERISHABLE SKILLS T	300
<b>27379</b>						<b>\$175.00</b>
	400 - WELLNESS CENTER	01/31/25	5912	YVETTE DURAN	INVOICE 01101-2024	175
<b>27380</b>						<b>\$937.95</b>
	200 - STREET IMPROVEMENT FUND	01/31/25	399	QUAD KNOPF,INC.	PROJ 240122	937.95
<b>27381</b>						<b>\$2,001.00</b>
	306 - COVID-19 ARPA FUND	01/31/25	399	QUAD KNOPF,INC.	PROJ 240201	2001
<b>27382</b>						<b>\$0.00</b>
	101 - GENERAL FUND	01/31/25	6346	JEFF PFEIFFER	SQUIRREL ERADICATIO	0
<b>27383</b>						<b>\$2,775.00</b>
	101 - GENERAL FUND	01/31/25	6346	JEFF PFEIFFER	INV 122824	425
	101 - GENERAL FUND	01/31/25	6346	JEFF PFEIFFER	INV 122824	500
	101 - GENERAL FUND	01/31/25	6346	JEFF PFEIFFER	OCT - 1124	425
	101 - GENERAL FUND	01/31/25	6346	JEFF PFEIFFER	OCT - 1124	500
	101 - GENERAL FUND	01/31/25	6346	JEFF PFEIFFER	REISS CK 27277 DEC	425
	101 - GENERAL FUND	01/31/25	6346	JEFF PFEIFFER	REISS CK 27277 DEC	500

SUMMARY BY FUNDING SOURCE	\$1,007,748.35
101 - GENERAL FUND	307,510.35
200 - STREET IMPROVEMENT FUND	937.95
261 - GAS TAX FUND	8,623.99
263 - TRANSPORTATION	386.74
266 - LTF-ART 8 STREETS & ROADS	16,528.09
300 - MCDERMONT SALE PROCEEDS	50.00
306 - COVID-19 ARPA FUND	2,001.00
400 - WELLNESS CENTER	10,884.36
460 - CA STATE PARKS	584,533.48
471 - PARK IMPROVEMENTS	-
552 - WATER	45,634.03
553 - SEWER	23,249.08
554 - REFUSE	7,346.14
556 - VITA-PAKT	63.14
600 - CAPITAL IMPROVEMENT	-
660 - RDA OBLIGATION RETIREMENT	-
700 - CDBG REVOLVING LN FUND	-
702 - CHFA-HELP LHBP	-
720 - HOME REVOLVING LN FUND	-
779 - 00-HOME-0487	-
781 - CAL HOME RLF	-
883 - SIERRA VIEW ASSESSMENT	-
884 - HERITAGE ASSESSMENT DIST	-
886 - SAMOA	-
887 - SWEETBRIER TOWNHOUSES	-
888 - PARKSIDE	-
889 - SIERRA VISTA ASSESSMENT	-
890 - MAPLE VALLEY ASSESSMENT	-
891 - PELOUS RANCH	-
<b>TOTAL</b>	<b>\$1,007,748.35</b>



# STAFF REPORT

TO: Lindsay City Council

MEETING DATE: February 11, 2025

Item #: 11.4  
Consent

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**DEPARTMENT:** Finance

**FROM:** Lacy Meneses, Director of Finance

**AGENDA TITLE:** January 2025 Monthly Treasurer's Report

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## ACTION & RECOMMENDATION

Accept the January 2025 Monthly Treasurer's Report.

## BACKGROUND | ANALYSIS

The January 2025 Monthly Treasurer's Report is submitted for Council review and acceptance.

## FISCAL IMPACT

There is no fiscal impact associated with this action.

## ATTACHMENTS

1. January 2025 Treasurer's Report

Reviewed/Approved: 



**Monthly Treasurer's Report**  
**JANUARY 31, 2025**  
**Cash Balances Classified by Depository**

**CASH RESOURCES**

LOCATION	GL ACCOUNT #	TYPE	BALANCE
Cash Register Funds (City Hall & Wellness)	100-102	RES	\$1,100
Bank of the Sierra- Depository Account	100-114	GEN	11,882,501
Bank of the Sierra - Wellness Center	100-500	GEN	665,022
Bank of the Sierra - Impound Account	100-120	RES	59,168
LAIF Savings: City & Successor Agency	100-103	INV-RES	4,819,902
MBS Investments	100-700	INV-RES	3,229,872
<b>TOTAL</b>			<b>\$20,657,564</b>

**CASH EXPENDED**

ACCOUNTS PAYABLE & PAYROLL	AMOUNT
Accounts Payable	\$1,371,698
Payroll (January 10 Payday)	\$285,726
Payroll (January 24 Payday)	\$261,780
<b>TOTAL</b>	<b>\$ 1,919,204</b>

DEBT SERVICE	AMOUNT
WELLNESS CENTER - LOAN #9713 2007 USDA	\$36,465
US BANK 2015 BOND	\$162,839
<b>TOTAL</b>	<b>\$ 199,304</b>

**INVESTMENTS**

**INVESTMENT POLICY COMPLIANCE**

As of the end of the month, the investments were in compliance with the requirements of the City's investment policy. This report reflects all cash and investments of the City of Lindsay (O/S checks not reflected in End Cash Balance).

<b>INVESTED FUNDS</b>	<b>\$8,049,773</b>
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Respectfully submitted,

*Lacy Meneses*

Director of Finance  
 City of Lindsay

**ABBREVIATIONS**

GEN: GENERAL UNRESTRICTED  
 RES: RESTRICTED ACTIVITY  
 INV: INVESTMENT



# STAFF REPORT

TO: Lindsay City Council

MEETING DATE: February 11, 2025

Item #: 11.5  
Consent

**DEPARTMENT:** City Manager

**FROM:** Daymon Qualls, City Manager

**AGENDA TITLE:** Fee Waiver Request – Lindsay Ono Sister City Program

## ACTION & RECOMMENDATION

Approve the request from the Lindsay Ono Sister City Committee to waive the facility rental fees for their monthly planning meetings at the Lindsay Wellness Center and for their annual fundraiser on April 5<sup>th</sup>, 2025.

## BACKGROUND

The City of Lindsay established its Sister City relationship with Ono City, Japan, in 1973 through Resolution #1431. This long-standing partnership has fostered cultural exchange, educational opportunities, and community engagement between the two cities. Over the years, more than 400 students, teachers, and community members have visited Ono City, with a reciprocal number of Japanese delegates visiting Lindsay.

The Ono City Sister City Committee is a local organization dedicated to maintaining and strengthening this relationship through various activities, including student exchanges, cultural events, and fundraising efforts. Their annual Teriyaki fundraiser is a key event that helps sustain these programs.

The Committee is requesting a waiver of fees for:

1. **Monthly Planning Meetings** – Held at the Lindsay Wellness Center, these meetings ensure the effective planning of exchange programs, event coordination, and logistical arrangements for incoming and outgoing delegations.
2. **Annual Teriyaki Fundraiser** – Conducted on April 5<sup>th</sup>, 2025, this event supports travel expenses for students, cultural exchanges, and other activities that uphold the Sister City mission.

Granting this fee waiver would demonstrate the City's continued commitment to the Sister City Program and encourage further cultural and educational exchanges between Lindsay and Ono City. Additionally, the fundraising event is well-attended by the community, providing economic and cultural benefits to the City.

## FISCAL IMPACT

Waiving the facility rental fees would result in a minor loss of revenue for the City but would be offset by the positive cultural and educational impact of the Sister City Program. The Committee relies on community support and sponsorships to fund its initiatives, and the waiver would alleviate some of their financial burden. The cost of the facility rental fees for each of the proposed dates is estimated to be \$2,575.68.

The Lindsay Ono Sister City is still required to provide a Certificate of Liability Insurance for \$2,000,000 per occurrence and \$2,000,000 in aggregate. The City of Lindsay is to be listed as the Certificate Holder.

## Alternatives

1. Approve the fee waiver request in full.
2. Approve a partial waiver, reducing the cost but not eliminating it entirely.
3. Deny the request, requiring the Committee to pay standard facility rental fees.

Conclusion

The Ono City Sister City Program has been a cornerstone of Lindsay's international relationships for over 50 years. Providing a fee waiver for their planning meetings and annual fundraiser aligns with the City's ongoing support for cultural exchange and community engagement.

**ATTACHMENTS:**

1. Request Letter from the Lindsay Ono City Sister City Committee

Reviewed/Approved: 



## Lindsay/Ono Sister City Program

Purpose and goals of the Sister City Organization of Lindsay California, 1973, Sec II, a:  
*To cause the people of the City of Lindsay, and the people of similar cities of foreign nations to acquire a consciousness of each other, to understand one another as individuals, as members of their community, as citizens of their country, and as part of the family of our nations.*

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2/4/25

Lindsay City Council  
Lindsay, Ca. 93247

Dear City Council Members,

We are a 501(c)(3) non-profit organization that has proudly maintained a 50-year relationship with the city of Ono. Each year, we host an annual teriyaki dinner to help support our learners in raising funds for their April trip. Our organization is volunteer-based, and our activities are closely tied to the Orange Blossom Festival, where we traditionally host the Queen and her Court following the coronation.

Our committee meets from January through April to prepare for this event (monthly 1 hour meeting), which includes either sending Lindsay delegates to Ono or welcoming delegates from Ono and preparing for the annual fundraiser.

For several years, we have been fortunate to use the Wellness Center to host our annual teriyaki dinner (April 5, 2025 11:00 A.M.-7:30 P.M.). We are reaching out to inquire about using the facility again for this year's event and appreciate your consideration.

We respectfully request a waiver of the facility fees associated with our upcoming events held at the Lindsay Wellness Facility. Specifically, we are requesting the waiver of the monthly planning meeting fees as well as the facility rental fee for our Annual Teriyaki Fundraiser Event scheduled for April 5, 2025. The total fees for these services amount to \$2,575.68.

We value the longstanding relationship between our communities and believe that waiving these fees will further strengthen our collaborative efforts. Please be assured that, despite the fee waiver, we remain fully committed to complying with all event requirements. In particular, we will provide a Certificate of Liability Insurance with coverage of \$2,000,000 per occurrence and \$2,000,000 in aggregate, naming the City of Lindsay as the Certificate Holder which the Orange Blossom committee already holds.

We appreciate your consideration of our request and look forward to continuing our productive partnership with the City of Lindsay. Should you require any additional information or wish to discuss this request further, please feel free to contact me at [lleon@lindsay.k12.ca.us](mailto:lleon@lindsay.k12.ca.us).

Sincerely,

Lorena Leon, Chairperson

Laura Cortes, Treasurer

Lindsay Ono Sister City Program



# STAFF REPORT

TO: Lindsay City Council  
MEETING DATE: February 11, 2025

Item #: 12.1  
Action Items

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**DEPARTMENT:** City Clerk  
**FROM:** Maegan Peton, City Clerk and Assistant to the City Manager  
**AGENDA TITLE:** Amendment of the Lindsay Economic Development Committee Bylaws

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## ACTION & RECOMMENDATION

Approve Resolution 25-04 amending the bylaws for the Lindsay Economic Development Committee.

## BACKGROUND | ANALYSIS

At the City Council meeting of November 12, 2024, Council approved Resolution 24-39 which amended the bylaws to expand the boundaries for applicants seeking to serve on the Lindsay Economic Development Committee (herein referred to as "Committee"). Council then provided direction to extend the application period. The application period was from December 17, 2024, through January 15, 2025.

City Council reviewed applications at the January 28, 2025, Council meeting and opted to further amend the bylaws to increase the number of public committee members from five (5) to six (6).

Staff recommends approving Resolution 25-04 amending the bylaws to update the number of public committee members from five (5) to six (6).

## ATTACHMENTS

1. Resolution 25-04
2. Bylaws with track changes enabled

Reviewed/Approved: 



# A RESOLUTION OF THE CITY COUNCIL OF THE CITY OF LINDSAY

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**NUMBER** 25-04

**TITLE** A RESOLUTION OF THE CITY COUNCIL OF THE CITY OF LINDSAY AMENDING THE BYLAWS FOR THE LINDSAY ECONOMIC DEVELOPMENT COMMITTEE.

**MEETING** At a regularly scheduled meeting of the City of Lindsay City Council held on November 12, 2024, at 6:00 PM at 251 E. Honolulu Street, Lindsay, CA 93247

**WHEREAS**, according to the Chapter of the City of Lindsay § 7.0, the City Council by ordinance or resolution may create, modify, combine and abolish such boards, commissions and committees as it shall determine; and

**WHEREAS**, boards, commissions and committees established by resolution shall be appointed by the Mayor from nominees presented to him/her by the Council; and

**WHEREAS**, the Committee shall be advisory only to the City Council and will report items of interest to Council as needed and or requested; and

**WHEREAS**, Exhibit A shall prescribe their powers and duties, determine the number and qualifications of the members, their method of selection, term of office and removal, residence location requirements, and fix their compensation, if any.

**NOW, THEREFORE, THE CITY COUNCIL OF THE CITY OF LINDSAY DOES HEREBY RESOLVE AS FOLLOWS:**

SECTION 1. The Lindsay Economic Development Committee bylaws are amended to expand the number of representatives from the public from five (5) to six (6).

SECTION 2. This resolution shall be effective immediately upon its approval and adoption.

SECTION 3. The Mayor, or presiding officer, is hereby authorized to affix their signature to the Resolution signifying its adoption by the City Council of the City of Lindsay, and the City Clerk, or their duly appointed deputy, is directed to attest them.



## A RESOLUTION OF THE CITY COUNCIL OF THE CITY OF LINDSAY

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**PASSED AND ADOPTED** by the City Council of the City of Lindsay as follows:

MEETING DATE	February 11, 2025
MOTION	
SECOND MOTION	
AYES	
ABSENT	
ABSTAIN	
NAYS	

CERTIFICATION OF THE FOREGOING RESOLUTION AS FULL, TRUE, PASSED AND ADOPTED BY THE CITY COUNCIL OF THE CITY OF LINDSAY AS DETAILED.

\_\_\_\_\_  
Misty Villarreal, Mayor

### CERTIFICATE OF ATTESTING OFFICER

The undersigned, Maegan Peton, City Clerk of the City of Lindsay does hereby attest and certify that the foregoing Resolution is a true, full and correct copy of a resolution duly adopted at a meeting of the City of Lindsay which was duly convened and held on the date stated thereon, and that said document has not been amended, modified, repealed or rescinded since its date of adoption and is in full force and effect as of the date thereof.

ATTEST: \_\_\_\_\_  
Maegan Peton, City Clerk

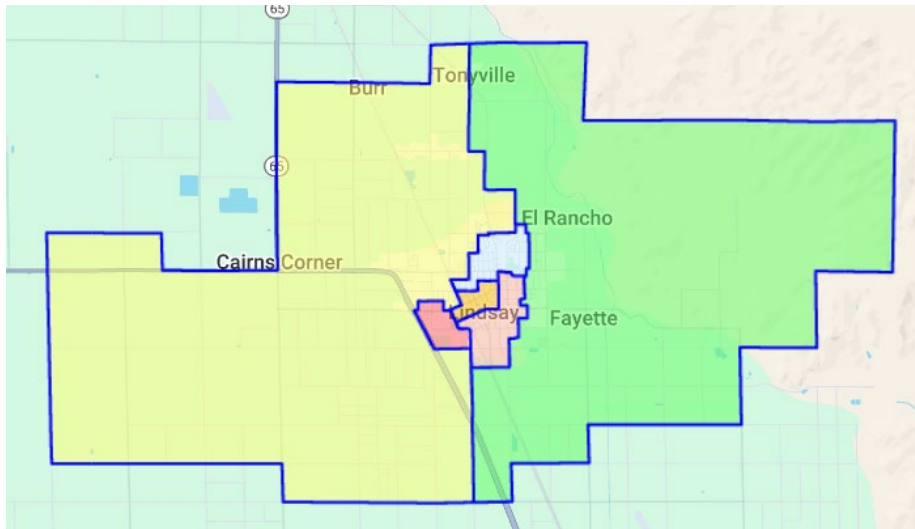
**City of Lindsay**  
**Lindsay Economic Development Committee Bylaws**

- 1. Purpose and Intent.** The membership and duties of the **Lindsay Economic Development Committee** (the “Committee”) are prescribed as set forth herein. These Bylaws set forth the procedural rules for the conduct of Committee meetings.
  
- 2. Meetings.** The Committee shall conduct its business in accordance with the Lindsay Municipal Code, these Bylaws, and the Ralph M. Brown Act (Government Code Section 54950 et seq.).
  - 2.1 Regular Meetings.** The Committee shall set forth the meeting dates as needed. Regular meetings shall be held in the Council Chambers. No meeting shall be held on a day that falls on a legal holiday. Notice of meeting must be received at least seventy-two hours before the time of such meeting.
  
  - 2.2 Special Meetings.** Special meetings may be called at any time by the Chair or by a majority of the Committee, by delivering notice to each member of the Committee (hereinafter “member” or “members”) and by posting the notice in the designated posting locations. Such notice may be delivered and received at least twenty-four hours before the time of such meeting as specified in the notice. The notice shall specify the time and place of the special meeting and the business to be transacted, and no other business shall be transacted at that meeting other than that contained in the notice.
  
  - 2.3 Adjourned Meetings.** All meetings may be adjourned to another specified time, place, and date, but not beyond the next regular meeting. If less than a quorum of all members is present at any regular or adjourned regular meeting, the Clerk of the Committee may declare the meeting adjourned to a stated time and place and shall cause a written notice of the adjournment to be given in the same manner as provided in paragraph 2.2 above for special meetings. A copy of the notice of adjournment shall be conspicuously posted on or near the door of the place where the meeting was to be held within 24 hours after the time of the adjournment.
  
  - 2.4 Study Sessions.** The Committee may, from time to time, as part of a regular, adjourned, or special meeting, meet in study session to focus on a particular matter within its jurisdiction. Action shall not be taken during a study session, but direction may be provided.
  
  - 2.5 Public Meetings.** All meetings and study sessions of the Committee shall be open to the public as provided in the Brown Act.

**2.6 Cancellation of Regular Meetings.** The Committee may cancel an upcoming meeting for lack of quorum. Notice of the cancellation shall be posted in lieu of an agenda.

**3. Organization of the Committee.**

**3.1 Establishment.** There is established a **Lindsay Economic Development Committee**. The Committee shall consist of (2) representatives from the City Council, (3) representatives from City staff, and (6) representatives from the public who live within the boundaries of the Lindsay Unified School District (as depicted by the map below) or represent a business located within the City limits. Members shall be appointed by and serve at the pleasure of a simple majority of the City Council, subject to removal at any time by a simple majority of the City Council. For the first group members appointed from the public, three members shall serve four-year terms, and two members shall serve two-year terms, as determined by the City Council.



**3.2 Term.** Except for those members initially appointed for a two-year term pursuant to Section 3.1 above, the term of office of each member is four (4) years.

**3.3 Compensation.** No person shall receive compensation for service as a member, except for reimbursement of all such expenses that have prior authorization, are necessary, and legitimately incurred during the performance of official duties as a member of the Committee.

**3.4 Officers.** The Committee shall elect from its membership a Chair, who shall preside over meetings and a Vice-Chair who shall preside in the absence of the Chair. The Chair and Vice-Chair may sometimes be referred to herein as the “presiding officer.” Members of the Committee shall have the following powers:

- To move, second, debate, discuss, and to vote.
- To maintain decorum.
- To determine whether a speaker from the audience has exceeded his or her time or is otherwise out of order.

In addition to the above powers, the Chair or the Vice Chair (when the serving in the Chair’s absence) has the following powers:

- To call to order the meeting and to conduct the order of business as set forth in the agenda.
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The presiding officer’s determination as to any of the above matters may be overruled by a majority of the members present.

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**3.8 Vacancy of a Member’s Seat.** A member may resign by submitting his or her resignation in writing to the Chair. Resignation is effective and

irrevocable when submitted. In the event of an unscheduled vacancy of any member's seat prior to the expiration of his or her term, the City Council may appoint a member to serve the remainder of the term. The newly appointed member shall take and subscribe to the oath of office before the next meeting after his or her appointment by the City Council.

**3.9 Quorum.** A majority of the total membership of the Committee shall constitute a quorum for the transaction of business. Where there is not a quorum present, the Clerk of the Committee shall announce that no meeting will be held due to lack of a quorum present and shall announce the date of the next regular meeting. When a member is disqualified due to a legal conflict of interest, his or her presence shall not be considered in determining the presence of a quorum. Any decision of the Committee shall require a vote of the majority of the members. If such number of members becomes less than a quorum, the item shall not be acted upon at that time.

**3.10 Subcommittees.** The Committee may, from time to time, establish an Ad-Hoc subcommittee consisting of any number less than a quorum of its membership for the purposes of studying a specific area of concern. The Committee may refer matters to a subcommittee to report back to the full Committee at a future date. The subcommittee will be considered advisory, and its recommendations are subject to action by the fully committee.

**3.11 Oath of Office.** Newly appointed members shall take and subscribe to the Oath of Office before assuming their duties. The oath may be given by the City Clerk and his or her deputy as authorized.

#### **4. Powers and Duties**

**4.1** The Committee shall help coordinate economic development proposals, research, and issues citywide with a focus on downtown development and redevelopment.

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**5.1 Preparation of the Agenda.** The Clerk of the Committee shall formulate and prepare the agenda as advised by the Committee.



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- 6.2** All motions, whether carried or not, shall be recorded, disclosing the author of the motion and the second, and the roll call vote.
- 6.3** Minutes of public hearings shall list when available the names and City of residence of all persons who speak during the hearing, and the position they took on the matter. The minutes need not include detailed or verbatim transcription of public comments.
- 7. Clerk of the Board.** The City Manager or his/her designee shall serve as the Clerk of the Board for the Committee. The Clerk of the Board shall:
- 7.1** Keep the minutes of all meetings and retain approved minutes according to the Records Retention Schedule.
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- 7.5** Sign and/or attest official documents of the Committee.
- 7.6** Keep a record of concerns raised by the Committee regarding staff matters and/or directions for future staff action.
- 8. Conduct of Meetings.**
- 8.1 Action by the Committee.** The Committee shall proceed by way of motion. Any member, including the chair, may make a motion and any member may second the motion except that the same person who made

the original motion. A member may make only one motion at a time and a motion or second may be withdrawn by the maker at any time before a vote.

**8.2 Adoption by a Majority Vote.** A motion shall be adopted by an affirmative vote of a majority of the members present provided a quorum is determined to exist. Members have a duty to vote “aye”, or “nay” on each motion. Recusals shall be made, or abstentions shall be cast, only if the member declares:

**8.2.1** The existence of a conflict of interest or other disqualification from voting; or

**8.2.2** A lack of sufficient information upon which to base a vote due to absence from a previous meeting.

**8.3 Rules of Decorum.** Members of the Committee shall conduct themselves in an orderly and businesslike manner to ensure that the business of the City shall be attended to efficiently and thoroughly and to ensure that the integrity of the deliberative process is maintained at all times. Members shall maintain a polite, respectful, and courteous manner when addressing one another, City staff, and members of the public during meetings. Members shall speak clearly into the microphone so that they can be heard by the audience and so that they can be heard clearly when being recorded.

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- Each member shall be given an opportunity to express their thoughts on the subject matter without interruption or otherwise being disturbed.
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- Members may question a person addressing the Committee at the conclusion of the person’s comments or upon the expiration of the person’s time to speak.
- If the member of the audience has addressed the Committee on matters that are not on the agenda, members shall refrain from discussion of the matter. If a member so wishes, the member may, if appropriate, direct the Clerk of the Board to place the matter on the next agenda, subject to approval of the Committee.

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- No person shall address the Committee without first being recognized by the Presiding Officer.
- No person addressing the Committee shall make repetitious, slanderous, or irrelevant remarks, or engage in any other disorderly conduct which disrupts, disturbs, or otherwise impedes the orderly conduct of the meetings. Any person who so disrupts the meeting may, at the discretion of the Presiding Officer or a majority of the Committee, be subject to ejection from that meeting.

**8.3.4 Enforcement.** The Chair shall follow the following procedure to maintain decorum:

- **Warning.** The Presiding Officer shall request that a person who is disrupting the meeting cease such conduct. If after receiving a warning from the Presiding Officer, the person persists in the violation, the Presiding Officer shall order the person to leave the meeting. If the person does not leave the meeting, the Presiding Officer may order a law enforcement officer to remove the person from the chambers.
- **Removal.** A law enforcement officer shall carry out the orders and instructions given by the Presiding Officer for the purpose of maintaining order and decorum. Upon instruction of the Presiding Officer, it shall be the duty of the law enforcement officer to remove from the meeting any person who is disturbing the proceedings.

## **9. General.**

- 9.1** The City shall approve and release any and all publicity releases, public information, pamphlets, and other public relations information. No member shall use any City letterhead in any private activity.
- 9.2** These bylaws may not be amended unless the proposed amendment has been presented to and approved by the City Council.

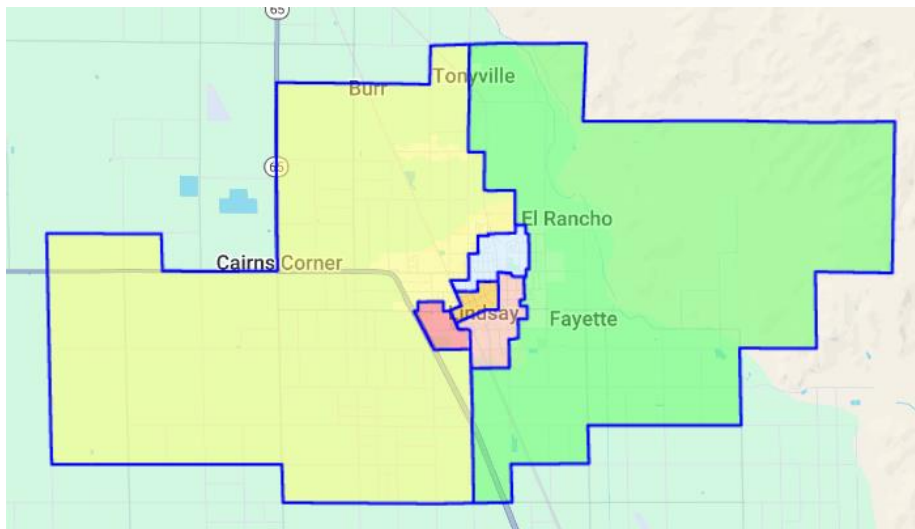
**City of Lindsay**  
**Lindsay Economic Development Committee Bylaws**

- 1. Purpose and Intent.** The membership and duties of the **Lindsay Economic Development Committee** (the “Committee”) are prescribed as set forth herein. These Bylaws set forth the procedural rules for the conduct of Committee meetings.
- 2. Meetings.** The Committee shall conduct its business in accordance with the Lindsay Municipal Code, these Bylaws, and the Ralph M. Brown Act (Government Code Section 54950 et seq.).
  - 2.1 Regular Meetings.** The Committee shall set forth the meeting dates as needed. Regular meetings shall be held in the Council Chambers. No meeting shall be held on a day that falls on a legal holiday. Notice of meeting must be received at least seventy-two hours before the time of such meeting.
  - 2.2 Special Meetings.** Special meetings may be called at any time by the Chair or by a majority of the Committee, by delivering notice to each member of the Committee (hereinafter “member” or “members”) and by posting the notice in the designated posting locations. Such notice may be delivered and received at least twenty-four hours before the time of such meeting as specified in the notice. The notice shall specify the time and place of the special meeting and the business to be transacted, and no other business shall be transacted at that meeting other than that contained in the notice.
  - 2.3 Adjourned Meetings.** All meetings may be adjourned to another specified time, place, and date, but not beyond the next regular meeting. If less than a quorum of all members is present at any regular or adjourned regular meeting, the Clerk of the Committee may declare the meeting adjourned to a stated time and place and shall cause a written notice of the adjournment to be given in the same manner as provided in paragraph 2.2 above for special meetings. A copy of the notice of adjournment shall be conspicuously posted on or near the door of the place where the meeting was to be held within 24 hours after the time of the adjournment.
  - 2.4 Study Sessions.** The Committee may, from time to time, as part of a regular, adjourned, or special meeting, meet in study session to focus on a particular matter within its jurisdiction. Action shall not be taken during a study session, but direction may be provided.
  - 2.5 Public Meetings.** All meetings and study sessions of the Committee shall be open to the public as provided in the Brown Act.

**2.6 Cancellation of Regular Meetings.** The Committee may cancel an upcoming meeting for lack of quorum. Notice of the cancellation shall be posted in lieu of an agenda.

### **3. Organization of the Committee.**

**3.1 Establishment.** There is established a **Lindsay Economic Development Committee**. The Committee shall consist of (2) representatives from the City Council, (3) representatives from City staff, and (~~6~~5) representatives from the public who live within the boundaries of the Lindsay Unified School District (as depicted by the map below) or represent a business located within the City limits. Members shall be appointed by and serve at the pleasure of a simple majority of the City Council, subject to removal at any time by a simple majority of the City Council. For the first group members appointed from the public, three members shall serve four-year terms, and two members shall serve two-year terms, as determined by the City Council.



**3.2 Term.** Except for those members initially appointed for a two-year term pursuant to Section 3.1 above, the term of office of each member is four (4) years.

**3.3 Compensation.** No person shall receive compensation for service as a member, except for reimbursement of all such expenses that have prior authorization, are necessary, and legitimately incurred during the performance of official duties as a member of the Committee.

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# STAFF REPORT

TO: Lindsay City Council

MEETING DATE: February 11, 2025

Item #: 13.1  
Discussion Items

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**DEPARTMENT:** City Manager

**FROM:** Daymon Qualls, City Manager

**AGENDA TITLE:** City Contributions to Community Events

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## ACTION & RECOMMENDATION

Discuss potential direct monetary contributions to community events and consider establishing a formal policy whereby each Council member is allocated an annual amount of \$1,200 from existing Community Events funds.

Staff recommends that the City Council:

- Engage in a discussion regarding the merits and feasibility of direct contributions to community events.
- Consider adopting the proposed policy that allocates \$1,200 per Council member, per fiscal year, to be used solely for community events that provide a clearly defined public benefit.
- Provide guidance to staff on implementing a transparent process for documenting, approving, and reporting each expenditure, ensuring adherence to California law governing gifts of public funds.

## BACKGROUND & ANALYSIS

The City Council has expressed interest in exploring direct financial contributions to support community events. Currently, the City's budget includes a designated "Community Events" line item (account code 1014010-037030) that has been used for Christmas lights. With the current fiscal year's general fund balanced but facing challenges from an outstanding historical deficit, careful consideration is required when reallocating funds.

## Key Considerations:

- **Fiscal Constraints:** The City's budget is tight due to recent balancing efforts and outstanding deficits from previous years. Any new expenditures must be carefully structured to avoid further financial strain.
- **Existing Budget Allocation:** The current year designated Community Events line item provides a mechanism for targeted funding without creating new expenditures since the Christmas light expenditure came in less than anticipated. Reallocating a portion of these funds offers a controlled approach.
- **California Law Compliance:** California law on gifts of public funds requires that any direct financial contributions must serve a legitimate public purpose. To comply, each expenditure must be accompanied by clear documentation outlining the community benefit.
- **Community Benefit Documentation:** It is essential that for each approved contribution, the specific "community benefit" be clearly documented. Acceptable benefits include enhanced civic engagement, cultural enrichment, or other public purposes that align with the City's goals and values.

## PROPOSED POLICY & GUIDELINES

### A. Policy Statement

In accordance with California law governing gifts of public funds, the City of Lindsay will only make direct financial contributions to community events if such contributions provide a clear and documented community benefit. These contributions are not to be considered gifts of public funds but are rather an investment in the social, cultural, and civic life of the community.

### B. Allocation of Funds

- **Annual Allocation:** Each City Council member will be allocated up to **\$1,200 annually** from the existing "Community Events" budget.
- **Use of Funds:** Funds may be used for community events or initiatives that serve a demonstrable public purpose, such as civic engagement, cultural events, or other initiatives that enhance community well-being.

### C. Eligibility and Approval Process

#### 1. Eligibility Criteria:

- The event or initiative must serve a legitimate community benefit.
- The expenditure must not be construed as a personal gift but as a contribution to support a public purpose.
- A clear, written statement of the intended community benefit must accompany each funding request.

#### 2. Approval Process:

- Each Council member must submit a funding request outlining the proposed expenditure and its anticipated community benefit.
- Requests will be reviewed against criteria outlined in the updated Council handbook.
- Approval is required prior to any disbursement of funds. Submissions should be made at least two weeks prior to the expected contribution date to allow sufficient time for review, approval, and payment processing.
- A transparent process for reporting and tracking expenditures will be maintained to ensure accountability.

### D. Documentation & Reporting

- **Documentation:** For each expenditure, a written record must be maintained that includes:
  - A description of the event or initiative.
  - The specific community benefit being pursued.
  - How the event or initiative aligns with City goals and public purposes.
- **Reporting:** A consolidated report detailing all approved contributions and their documented benefits shall be submitted to the Council on a regular basis for review.

## **Conclusion & Next Steps**

### **Conclusion:**

This policy proposal offers a flexible yet structured approach for Council members to support community events. It ensures that contributions are used to foster public engagement, cultural enrichment, and other legitimate community benefits while remaining compliant with California law regarding gifts of public funds.

### **Next Steps:**

- The City Council is encouraged to review and discuss this proposal.
- Upon Council approval, staff will update the Council handbook to include the new guidelines, eligibility criteria, and approval process.
- Staff will then implement the process for tracking, reporting, and documenting each expenditure in accordance with this policy.

### **FISCAL IMPACT**

The fiscal impact of the proposed policy is moderate and manageable within the context of the City's existing budget constraints. Since the funds are reallocated from current year existing Community Events line item (account code 1014010-037030), no new expenditures are created for current year. However, given the current fiscal challenges, ongoing monitoring and strict adherence to the approval process are essential to ensure that expenditures remain within budget and provide the intended community benefit.

### **Attachments:**

1. Draft City Council Community Contributions Form
2. Draft Policy for Eligible Events

Reviewed/Approved: 



# LINDSAY CITY COUNCIL COMMUNITY FUNDING REQUEST FORM

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## 1. Requestor Information

- **Council Member Name:**  
*[Print Name]*

## 2. Project / Event Information

- **Project/Event Title:**  
*[Enter Title]*
  - **Date(s) of Event/Project:**  
*[Enter Proposed Date(s)]*
  - **Location:**  
*[Enter Venue/Location]*
  - **Brief Description of the Project/Event:**  
*(Provide a summary of the event or project, including objectives, key activities, and how it will engage or benefit the community.)*
- 
- 

- **Detailed Description of Community Benefit:**  
*(Explain the specific community benefit(s) that will result from this event/project. Include how the activity aligns with City goals such as civic engagement, cultural enrichment, or other public purposes.)*
- 
- 
- 

## 3. Funding Request Details

- **Total Amount Requested:**  
*(Maximum allowable per Council member: \$1,200 annually)*  
\$ \_\_\_\_\_
- **Budget Breakdown:**  
*(Provide an itemized list of expenses. Attach additional pages if necessary.)*

Expense Category	Description	Amount
Example: Venue Rental	Rental fee for community space	\$ _____





# LINDSAY CITY COUNCIL COMMUNITY FUNDING REQUEST FORM

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Expense Category	Description	Amount
Example: Equipment Rental	Audio/Visual equipment	\$ _____
Example: Marketing	Printing and advertising	\$ _____
Total		\$ _____

- **Other Funding Sources (if any):**  
*(List any additional funding sources or sponsorships contributing to this project.)*
- 
- 

#### 4. Certification and Acknowledgement

I certify that the funds requested are intended solely for a project/event that provides a legitimate community benefit and that the expenditure will not be construed as a personal gift of public funds. I have reviewed the guidelines outlined in the updated City of Lindsay Council Handbook and confirm that this request meets all eligibility criteria.

- **Requestor Signature:**

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

- **Reviewed By (Staff Use Only):**

- **Name:** \_\_\_\_\_
- **Title:** \_\_\_\_\_
- **Signature:** \_\_\_\_\_
- **Date:** \_\_\_\_\_



# LINDSAY CITY COUNCIL COMMUNITY FUNDING REQUEST FORM

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## 5. Attachments

*(Please attach any supporting documentation such as detailed budgets, event plans, community impact statements, or other relevant materials.)*

- **Attachment 1:** \_\_\_\_\_
- **Attachment 2:** \_\_\_\_\_
- **Attachment 3:** \_\_\_\_\_

### **Submission Instructions:**

Submit the completed form, along with all attachments, to the City Manager's Office at least two weeks before the expected contribution date to allow time for review, approval, and payment processing.

## **CITY OF LINDSAY**

### **Policy on Funding Community Events for Public Benefit**

#### **I. POLICY STATEMENT**

The City of Lindsay is committed to supporting community events and initiatives that foster civic engagement, cultural enrichment, education, and overall community well-being. In compliance with California law regarding gifts of public funds, any City-funded event must provide a demonstrable public benefit and be structured in a manner that is transparent, accountable, and accessible to the public.

#### **II. PURPOSE**

This policy establishes the criteria and guidelines for determining which events and initiatives are eligible for City funding as community events. It is intended to ensure that funds are expended solely for activities that yield measurable public benefits and to prevent the misuse of public funds for private gain.

#### **III. SCOPE**

This policy applies to all direct financial contributions made from the City's designated "Community Events" budget line item. It governs events and initiatives supported by City Council members' allocations, as well as any other funding mechanisms approved by the City Council.

#### **IV. DEFINITIONS**

- **Public Benefit:** A tangible or intangible improvement to the community that enhances civic engagement, cultural enrichment, educational opportunities, public safety, or the overall quality of life for residents.
- **Community Event:** Any organized activity, celebration, forum, educational program, or public gathering that is accessible to a broad segment of the community and explicitly designed to promote the public benefit.
- **Gift of Public Funds:** A contribution made by a public official or government entity that is subject to legal scrutiny under California law. For purposes of this policy, any disbursement must be structured to clearly benefit the public and not constitute a personal gift.

#### **V. ELIGIBLE EVENTS**

Events and initiatives that may qualify for City funding under this policy include, but are not limited to:

- **Civic Engagement and Public Forums:** Town hall meetings, public hearings, and discussion panels that facilitate dialogue on community issues.
- **Cultural and Artistic Events:** Festivals, art shows, community theater productions, and concerts that celebrate local heritage and encourage community participation.
- **Educational and Informational Programs:** Workshops, seminars, lectures, and training sessions that provide learning opportunities or promote public awareness on topics of civic or cultural importance.

- **Community Celebrations and Festivals:** Events that commemorate public holidays, historical milestones, or seasonal celebrations that enhance community spirit and inclusivity.
- **Health, Safety, and Well-Being Initiatives:** Programs or events that promote public health, safety awareness, or environmental stewardship.

## VI. INELIGIBLE EVENTS

City funding shall not be used for events or initiatives that:

- Primarily benefit a specific individual, organization, or a narrow segment of the community without broader public benefit.
- Serve as a platform for partisan political activities or endorsements.
- Provide undue advantage or preferential treatment to any private entity or interest.
- Fail to clearly document and demonstrate a tangible public benefit.

## VII. CRITERIA FOR DETERMINING PUBLIC BENEFIT

For an event or initiative to be deemed eligible for City funding, it must:

1. **Clearly Articulate Community Benefit:** Provide a detailed description of the anticipated public benefit, including objectives and outcomes that align with City goals.
2. **Ensure Public Accessibility:** Be open to and accessible by a broad cross-section of the community.
3. **Demonstrate Transparency:** Include a detailed budget and plan for reporting and documenting expenditures.
4. **Comply with Applicable Laws:** Adhere to all local, state, and federal regulations, including those governing gifts of public funds under California law.
5. **Provide Measurable Outcomes:** Establish metrics or criteria for evaluating the success and public impact of the event.

## VIII. DOCUMENTATION AND APPROVAL

- **Funding Request Submission:** All requests for funding must be submitted using the official Community Project Funding Request Form, which requires a detailed narrative of the event, its expected public benefits, and a budget breakdown.
- **Review Process:** Requests will be reviewed by designated City staff and Council members against the criteria outlined in this policy. Documentation must clearly detail how the event meets the public benefit standard. Submissions should be made at least two weeks prior to the expected contribution date to allow sufficient time for review, approval, and payment processing.
- **Record Keeping:** All approved funding requests and associated documentation shall be retained for accountability and for potential audit in compliance with California law.

## **IX. COMPLIANCE AND MONITORING**

- The City Manager's Office will oversee the implementation of this policy, ensuring that all funded events continue to meet the defined criteria.
- Regular reporting and monitoring of funded events will be conducted to verify that the anticipated public benefits are realized.
- Any deviations from the policy requirements may result in funding being rescinded or subject to further review.

## **X. EFFECTIVE DATE AND AMENDMENTS**

This policy is effective immediately upon approval by the City Council. It may be amended or revised as necessary to reflect changes in applicable laws or community priorities.

*Approved by:*

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City Council, City of Lindsay

*Date: [Insert Date]*