

City of Isleton

City Council
Staff Report

DATE: April 25, 2023

ITEM#: 4.A

CATEGORY: Communication

CALIFORNIA ENVIRONMENTAL PROTECTION AGENCY – PRIVATE AND PUBLIC OPERATORS OF CURBSIDE PROGRAMS, DROP-OFF / COLLECTION PROGRAMS, COMMUNITY SERVICE PROGRAMS, AND RECYCLING CENTERS.

SUBJECT:

Public Rate Hearing: July 1, 2023, Recycling Program Rates. The Department of Resources Recycling & Recovery (CalRecycle) will present a virtual Rate Hearing, on Thursday, April 27, 2023. CalRecycle will review, discuss, and explain proposed July 1, 2023 recycling rates for all recycling programs.

RECOMMENDATION:

City Council receive communication.

ATTACHMENT:

· California Environmental Protection Agency Notice.

Prepared and Submitted by: Deputy City Clerk, Yvonne Zepeda 
Reviewed by: City Manager, Charles Bergson 



April 6, 2023

NOTICE

To: Private and Public Operators of Curbside Programs, Drop-off / Collection Programs, Community Service Programs, and Recycling Centers

Subject: Public Rate Hearing: July 1, 2023 Recycling Program Rates

The Department of Resources Recycling & Recovery (CalRecycle) will present a virtual Rate Hearing, on Thursday, April 27, 2023. CalRecycle will review, discuss, and explain proposed July 1, 2023 recycling rates for all recycling programs.

Division 12.1, Chapter 4, Section 14549.5 (b) and (c) of the California Public Resources Code requires the Department of Resources Recycling and Recovery (CalRecycle) to conduct a public Hearing at least 60 days prior to establishing any new statewide commingled rates. CalRecycle is required to make available to the public, and any affected parties, our review of the statewide commingled rates and any proposed changes or recalculations.

The Rate Hearing will identify changes to statewide segregated and commingled rates, which are proposed to become effective July 1, 2023. There will also be an opportunity to ask questions regarding the calculation of statewide commingled rates.

The Rate Hearing will be:

Thursday, April 27, 2023

9:00 a.m. – 11:00 a.m.

Streaming only at: <https://video.calepa.ca.gov/#/>

****Please note: this is an Internet-only Hearing presentation***

If you want to submit comments or questions, or want copies of Workshop materials, please contact the Rate Determination Unit at (916) 324-2034 or ratedetermination@calrecycle.ca.gov.

Sincerely,

A handwritten signature in blue ink that reads "Amy Cameron". The signature is fluid and cursive, with a long horizontal stroke extending to the right.

Amy Cameron
Assistant Director
Division of Recycling

City of Isleton

City Council Staff Report

DATE: April 25, 2023

ITEM#: 7.A

CATEGORY: Old Business

CONTINUATION

CITY OF ISLETON CRAWDAD FESTIVAL, PERMIT APPLICATION

SUMMARY

The City has received an application from Michael Goldstein for staging of Isleton's 100th Anniversary - Crawdad Festival for the second weekend of June 2023.

The special permit application has been made to stage the City's 100th Anniversary and Crawdad Festival for Father's Day weekend in 2023. Mr. Goldstein has submitted a special events application for this event. This application includes plans for parking, fire and emergency medical staging plan, security that is to include 30 security officers and 10 Sacramento County Sheriffs, a trash clean up schedule, insurance coverage, hold harmless agreement, state liquor license, food vendors, and entertainment and sponsors. Copy is attached.

Mr. Goldstein has produce themed events in various locales in involving retail vendors, sponsors, music and entertainment in a size that the range of 700 to 10000 people. Some of these events include Rubrik Sales Kickoff in Las Vegas, Zscaler SKO Games in Chicago, Connect in Dana Point, California.

It is anticipated that this event will be of moderate size and limited activities after such a long absence. Reestablishing Isleton's Father's day weekend event after a hiatus has been an objective of the City since the prior festival closed several years ago. The local cannabis industry did a good job re-initiating this event in 2019 on a smaller scale. However the continuation of this event was halted by the coronavirus pandemic for the past three years. Mr. Goldstein's plan is comprehensive, has the experience and resources to engage the range of services needed - security, finance, sponsor, beverage, vendors, food, parking, trash - to bring this event to the fore. The size of this event is expected to be similar to the event of 2019.

Staff has put Mr. Goldstein in touch with the City's insurance broker to put in place the proper amount of liability and insurance protection to the City. The insurance minimum limits have been adjusted upward to \$2 million for occurrence, automobile and liquor liability and \$4 million for aggregate; up from \$1 million for all categories.

Update – Mr. Goldstein has contacted the City's insurance carrier (SCORE) and familiarized with insurance requirements. He will retain the insurance closer to the event date.

The amount of time it takes to stage such an event takes months to a year. This plan provides the schedule and necessary resources to stage this event. Issuing the permit at this time will give Mr. Goldstein and staff at this time to address and secure the many details and resources needed in advance. This action allows the applicant the authority to determine and secure these details at

least a half a year ahead of the event. Should there be obstacles to preparing this event or that may prevent the event from being staged, the City needs to know early. Staff will report to and so advise Council in early January of 2023.

Update for April 25, 2023: Producer Mr Goldstein has received approval from Alliant Insurance Services, agent for the City's insurance firm Small Cities Organized Risk Effort JPA, for this event. The insurance will be effective June 15th, 2023 through completion of the event.

FISCAL IMPACT

There is no fiscal impact associated with this action

RECOMMENDATION

Status report on the event permit application for the Isleton 100th Anniversary-Crawdad Festival for 17-18 June 2023.

ATTACHMENT

- None.

Reviewed by: Charles Bergson, City Manager 

Submitted by: Yvonne Zepeda, City Clerk _____

City of Isleton

City Council Staff Report

DATE: April 25, 2023

ITEM#: 7.B

CATEGORY: Old Business

COUNCIL AGENDA MODIFICATIONS, PROPOSED

SUBJECT:

It has been proposed by Councilmember Kent to modify the format of the City Council meeting agenda. A copy of the proposed modified agenda is attached. Councilmember Kent will present this proposal At the April 11th meeting City Council requested review by the City Attorney, which is attached.

FISCAL IMPACT

There is no fiscal impact associated with the item.

RECOMMENDATION

It is recommended that City Council review and provide direction on the proposed Agenda modifications.

Prepared by: City Manager, Charles Bergson



City of Isleton Sample Agenda and Proposed Improvements
4/20/2023
Revision 11

CITY OF ISLETON



Serving the Heart of the Delta

Regular City Council Meeting Agenda

<Date of Meeting> at 6:30pm
208 Jackson Boulevard
Isleton, California 95641

You can call in to join our public meeting
TELECONFERENCE OR IN PERSON MEETING

This meeting will be held in person or via teleconference. All members of the public interested in participating in the Zoom meeting can dial in by phone at 408-638-0968 (do not put a 1 before the number), Personal Meeting ID 337-903-7904# (for Personal ID just hit#) and then Passcode 123456#. For computer log-in, follow the link below.

Join Zoom Meeting

<https://us02web.zoom.us/j/3379037904?pwd=cWdVNkN5aHUxcjVwRGRIM1BpaicwZz09>

Meeting ID: 337 903 7904

Passcode: 123456

Minutes of this meeting will be recorded, transcribed, and made available on <date> at <link>

A 5 minute recess will occur every 2 hours the Council is in session

CITY MOTTO: "Crawdad Town, USA"

STATEMENT OF OBJECTIVES:

"We, the City Council of Isleton, have been appointed through due process to enact solutions that represent the needs and wants of our citizens, individually and collectively, and to competently attend to the business of the City on their behalf. Our goal is for Isleton to become known and beloved by all

AMERICANS WITH DISABILITIES ACT NOTICE: In compliance with the Americans with Disabilities Act, persons needing a disability-related modification or accommodation, including auxiliary aids or services, to participate in this meeting, may contact Deputy City Clerk Yvonne Zepeda, at (916) 777-7770, by fax at (916) 777-7775 or by email to Yvonne.zepeda@cityofisleton.com at least 48 hours prior to the meeting.

GOV. CODE § 54957.5 NOTICE: Public records related to an agenda item that are distributed less than 72 hours before this meeting are available for public inspection during normal business hours at Isleton City Hall located at 101 Second Street, Isleton, California 95641.

as The Little Paris of the Delta."

1. OPENING CEREMONIES

- A. Welcome & Call to Order – Mayor
- B. Pledge of Allegiance
- C. Roll Call

2. AGENDA CHANGES OR DELETIONS

3. RECOGNITION OF PRIORITIES

1 – 5 items, normally 3.

Items may be reviewed at the discretion of the Council and the City Manager.

- A. <Sample Item: "Water Tower">
- B. <Sample Item: "Crawdad Festival">
- C. <Sample Item: "Public Access to Historic Sites">

...

4. PUBLIC COMMENT

This is an opportunity for the public to speak to the Council on any item other than those listed for public hearing on this Agenda. Speakers are requested to use the podium in front of the Council and to begin by stating their name, whether they reside in Isleton, and the name of the organization they are representing, if any. The City Council will impose a time limit of 5 minutes per speaker.

5. COMMUNICATIONS

6. CONSENT CALENDAR

7. PUBLIC HEARING

8. OLD BUSINESS

9. NEW BUSINESS

Recommended Guidelines

- A. Mayor reads item
- B. Presentation of item

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- C. Council asks clarifying questions of staff
- D. Public comments (3 minute time limit per speaker)
- E. Close public comments
- F. Council follow up discussion
- G. Council acts accordingly

10. COUNCIL REPORTS AND COMMITTEE UPDATES

- A. Councilmember David Kent
- B. Councilmember Kelly Hutson
- C. Councilmember Iva Walton
- D. Vice Mayor Paul Steele
- E. Mayor Pamela Bulahan
- F. Planning Commission Update
 - I. Chairman Jack Chima <or alternate Commissioner>
 - II. <Sample topic>
- G. Monthly Budget Report (4th Tuesday)

11. STAFF GENERAL REPORTS AND DISCUSSION

- A. City Manager Report
- B. Fire Chief Report

12. CLOSED SESSION

- A. None.

13. ADJOURNMENT

AMERICANS WITH DISABILITIES ACT NOTICE: In compliance with the Americans with Disabilities Act, persons needing a disability-related modification or accommodation, including auxiliary aids or services, to participate in this meeting, may contact Deputy City Clerk Yvonne Zepeda, at (916) 777-7770, by fax at (916) 777-7775 or by email to Yvonne.zepeda@cityofisleton.com at least 48 hours prior to the meeting.

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Charles Bergson

From: Campbell, Schuyler <scampbell@kmtg.com>
Sent: Wednesday, April 19, 2023 10:29 AM
To: cbergson@cityofisleton.com
Cc: yvonne.zepeda@cityofisleton.com; Booher, Andreas
Subject: Revised Agenda Proposal R10
Attachments: Revised Agenda Format R10.docx

RECEIVED
APR 20 2023

Dear Chuck,

I took a look at this item and have some notes. I am attaching a redlined version of the proposed new agenda format with several comments. Generally, I see two categories of potential issues with this proposed format change: Potential Brown Act Issues and functionality Issues. The former is relatively clear and I believe my notes address those issues. The latter has more to do with my experience in public meetings and the way meetings can go off track or run smoothly and efficiently.

Presumably most of the proposed changes could be compliant if the agenda was routinely reviewed and a diligent and verbally-forceful attorney was on-site to stifle any Brown Act-violating discussion. However, I advise against any agenda practices that are likely to cause Brown Act violations. Broadly, it is fine for an agenda to direct what the public will do where the public may likely not comply, because the public can't violate the Brown Act. But when an agenda directs what Council or the agency will do, they have to adhere to it precisely because Council and the agency are subject to the Brown Act. If Isleton hasn't dealt with a "Brown Act Troll" yet, I believe it will, eventually. I have encountered them in small agencies and they can be costly and detrimental by picking apart insignificant departures from the published agenda. Parts of this proposed new agenda format (outlined in my notes/redlines) provide opportunities for small, accidental/incidental Brown Act violations.

The functionality issues are equally concerning. Better meetings take care of business efficiently and without unnecessary hostility. In my professional opinion, big picture issues like "Council Priorities" or "Vision for the City," or even big picture *items* like the general plan or housing element should ideally be addressed occasionally, planned for ahead of time, and placed in a meeting where there is time to tackle those big picture items appropriately without too much additional business making the meeting overlong or tiresome. Making the council's priorities its own section of the meeting at the top of the agenda (and potentially rearranging it every meeting) not only adds potentially a lot of time to every meeting, but could lead to regular contentious debate and hostility among members of the Council, if there is sufficient disagreement about the priorities/vision. This would likely interfere with everything that came after in the meeting. I would recommend, in the alternative, making the Priorities an *item* that can be revisited annually, semi-annually or quarterly rather than putting it on the top of every meeting.

Other functionality issues is putting all this commentary at the top of the meeting. I recommend getting to business first. You will be paying consultants who are their to present or comment on items to sit and watch councilmembers and staff make reports out. I recommend you let them get their business done as soon as possible and put any comments or reports that do not concern your new business or old business to the end of the meeting. Please also be advised that while council members are encouraged to report out from work they have done or education they have received in their roles as Council Members, this should be agendized wherever possible. Just dropping something in "council member comments" has the potential to lead to Brown Act violations. The better practice would be for members to use this time to ask for future agenda items if they have business to discuss that was not on the agenda.

Please let me know if you have any further questions.

Sincerely,

Schuyler Campbell
Attorney



Kronick Moskowitz Tiedemann & Girard
1331 Garden Hwy, 2nd Floor
Sacramento, CA 95833

916.321.4500 | T
916.321.4555 | F

kmtg.com | [vCard](#) | [map](#) | scampbell@kmtg.com



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City of Isleton

City Council Staff Report

DATE: April 25, 2023

ITEM#: 7.C

CATEGORY: New Business

VILLAGE ON THE DELTA LIGHTING AND LANDSCAPING ASSESSMENT DISTRICT No. 2007-1, REIMBURSEMENT REQUEST

Update: This report has been continued from the April 11, 2023 Council meeting.

SUMMARY

Request has been received by the owner of the Village on the Delta to be reimbursement for overassessment during the initial years of the Lighting and Landscaping Assessment District assessments.

DISCUSSION

This Lighting and Landscaping Assessment District (LLAD) was formed in about 2007 and remained inactive until 2017. During the first ten years the City was maintaining the LLAD facilities and lighting with General funds. No records were kept pertaining the maintenance costs that the City expended on the LLAD. In 2017 the City activated the fiscal function of the LLAD including commissioning an engineering study and establishing an assessment on the properties within the Village on the Delta.

In the beginning years the fees were based upon the initial engineering study which included costs reflecting a built-out Village on the Delta and theoretical maintenance expenses. During those years, the LLAD was collecting more than actual expenditures. Since that time the City has been tracking funds and has tailored the assessment to actual costs covering the maintenance and lighting expenses.

It has been determined that the LLAD initially collected revenue more than expended. This was especially the case on the vacant and unimproved lots. Mr. Garcia is requesting refund of the overpaid fees for those initial years, approximately 2017 through 2020. Included with this report is Mr. Garcia's estimate of the higher than actual assessments.

Staff is analyzing this request and will be able to recommend an amount to refund within two months. At the City Council meeting of February 28, 2023, Council directed this item be tabled until extraneous and Code Enforcement activities on the property were addressed.

Staff has met with Mr. Garcia reports that he has taken action to clear the property, worked with Sheriff's to clear extraneous vehicles, has removed trash and taken action regarding homeless camps. The amount of funds expended by the City to date on code enforcement activities is estimated to be approximately \$2,000. This credit is reflected in the proposed reimbursement.

FISCAL IMPACT

It is estimated that the City need to return approximately \$10,000 to \$15,000 of the LLAD funds that were collected during the early years of the assessment. Staff is reviewing Mr. Garcia's request for accounting and accuracy. The amount of reimbursement will be revenue neutral and have no impact on the LLAD or City's budget.

RECOMMENDATION

It is recommended that the City Council receive this request and direct the completion of the review and analysis of this request for reimbursement from the Village on the Delta Lighting and Landscaping Assessment District.

ATTACHMENT:

none

Reviewed by: City Manager, Charles Bergson
Submitted and prepared by: Deputy City Clerk, Yvonne Zepeda



City of Isleton

City Council Staff Report

DATE: April 25, 2023

ITEM# 8.A

CATEGORY: New Business

WILSON PARK REHABILITATION CONSTRUCTION PROJECT (CIP 23-05) UPDATE: INFORMATION ONLY

SUMMARY

This is a project status report for the Wilson Park Rehabilitation Project (CIP-23-05).

DISCUSSION

The Wilson Park Rehabilitation Project (CIP 23-05) was advertised for construction from February 7, 2023 to March 6, 2023 and no bids were received. In the interest and convenience of the City staff contacted the one contractor who expressed interest in the construction contract and, as provided for in the City's procurement ordinance, is presently negotiating a contract for this work.

Due do some shortfalls in the design package staff has to firm up the scope of work in order to make the contract a complete document and one that the contractor can establish a construction estimate.

The scope of work for this contract includes – new playground equipment, dog park for both large and small dogs, skate park, picnic tables and barbeque grills, gazebo, lighting, landscaping and new parking lot.

FISCAL IMPACT

No fiscal impact to the City. This is an update on RFP for Wilson Park Rehabilitation Project.

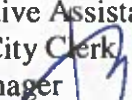
RECOMMENDATION

No recommendation. For information only.

ATTACHMENT:

None

Prepared by: Diana O'Brien, Administrative Assistant
Submitted by: Yvonne Zepeda, Deputy City Clerk
Reviewed by: Charles Bergson, City Manager



City of Isleton

City Council
Staff Report

DATE: April 25, 2023

ITEM# 8.B

CATEGORY: New Business

ISLETON CHAMBER OF COMMERCE REQUEST TO USE CITY MAIL IN SUPPORT OF CITY 100th ANNIVERSARY

SUMMARY

The City has received a request from the Isleton Chamber of Commerce to send an announcement for its 100 Year Anniversary Celebration Open House along with the City monthly newsletter.

DISCUSSION

This event presented by the Chamber invites citizens to celebrate the City's 100 Year anniversary to be held the evening of Friday, May 12, 2023. The City monthly newsletter is sent within the first few days of each month.

FISCAL IMPACT

No fiscal impact to the City. The City sends sewer invoices and newsletter monthly. The Chambers' event notice will be included in this mailing.

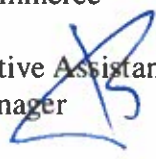
RECOMMENDATION

It is recommended that the City Council approve the request by the Isleton Chamber of Commerce to support the City's 100th Anniversary.

ATTACHMENT:

Request from the Isleton Chamber of Commerce

Prepared by: Diana O'Brien, Administrative Assistant
Reviewed by: Charles Bergson, City Manager



Charles Bergson

From: isletonchamber@frontier.com
Sent: Tuesday, April 18, 2023 1:30 PM
To: Diana Obrien
Cc: 'cbergson'; Pam Bullahan; paulsteele@cityofisleton.com; Iva Walton; Yvonne Zepeda; David Kent; Ruby Fowler; Aleida Suarez; Sue Tipp; Melanie Randall
Subject: Re: Jean Yokotobi called 209-765-5216

Does the City understand this is their 100 Year anniversary celebration open house. The Chamber is planning the event for the city which includes a 100 year banner, souvenir commemorative posters for attendees, commemorative t-shirts, food and drinks and a special tour of the Tong Museum. This notice to is invite the citizens of Isleton to celebrate their 100 years. I don't understand why the chamber should incur the cost of mailing when this is their event. In talking with Paulie today there is an option to invite distinguished guests as well. The Chamber is covering the cost for posters which are \$2 each, food and drinks. The chamber also covered the cost for the graphic artist who designed the anniversary poster. I think the City should reconsider charging the Chamber for more additional cost for their event and also think about the fact this is the City's celebration and the community should be invited. Jean

On Monday, April 17, 2023 at 04:08:28 PM PDT, Diana Obrien <dianaobrien@cityofisleton.com> wrote:

Hi Jean,

City Manager states that the City can't incur the costs for private or public organizations. The City is willing to share the cost.

Diana

From: isletonchamber@frontier.com [mailto:isletonchamber@frontier.com]
Sent: Monday, April 17, 2023 3:57 PM
To: Diana Obrien <DianaObrien@cityofisleton.com>
Subject: Re: Jean Yokotobi called 209-765-5216

Diana I don't think the postage goes up with 2 pieces of paper, sewer and 100 year anniversary flyer open house. Can you check. Thanks. Jean

On Monday, April 17, 2023 at 02:00:58 PM PDT, Diana Obrien <dianaobrien@cityofisleton.com> wrote:

Hi Jean,

If you want to include an insert, we mail out 450 sewer bills. We can insert your flyer, however, if you can pay for half the postage which will be \$148.50

We can offer 4 or 5 lines on the newsletter which will be free.

Diana

From: isletonchamber@frontier.com [<mailto:isletonchamber@frontier.com>]

Sent: Monday, April 17, 2023 11:14 AM

To: Diana Obrien <DianaObrien@cityofisleton.com>

Subject: Re: Jean Yokotobi called 209-765-5216

Diana how many to do you need? Jean

On Monday, April 17, 2023 at 09:11:57 AM PDT, Diana Obrien <dianaobrien@cityofisleton.com> wrote:

Hi Jean,

We prepare the newsletter at the end of the month. Please send what you would like around April 27 or 28th on the newsletter and I'll make sure I gets on the newsletter.

Thanks,
Diana

From: Accounting [<mailto:accounting@cityofisleton.com>]

Sent: Friday, April 14, 2023 4:53 PM

To: dianaobrien@cityofisleton.com

Subject: Jean Yokotobi called 209-765-5216

Diana,

Jean wants to have an insert in the May Sewer bill related to the 100th Anniversary.

I'm presuming this is for the Chamber of Commerce. I think initially we can not promise her anything, however

If you listen to her request and pass it along, maybe we can figure something out. Please talk to Chuck before calling.

Thank you,
Nancy

Nancy Clymer

accounting@cityofisleton.com

City of Isleton

Finance Director

P.O. Box 716

101 Second Street

Isleton, California 95641

916-777-7770

City of Isleton

City of Isleton

City Council
Staff Report

DATE: April 25, 2023

ITEM# 10.D

CATEGORY: Staff Gen Reports

CODE ENFORCEMENT AND PARKING ENFORCEMENT UPDATE; RECEIVE

SUMMARY

The City recently started the Code Enforcement/Parking Enforcement Officer's hours two days a week. Attached is a summary of work for April 2023.

DISCUSSION

The summary worked performed includes Rental Housing Inspections, Vehicle Violations, and Property Violations. Please see the attached summary of report.

FISCAL IMPACT

There is no fiscal impact for this summary report.

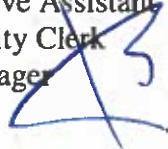
RECOMMENDATION

No action required.

ATTACHMENT:

1. Summary of Work Performed by Code Enforcement and Parking Enforcement Officer, Nathan Anderson

Prepared by: Diana O'Brien, Administrative Assistant
Submitted by: Yvonne Zepeda, Deputy City Clerk
Reviewed by: Charles Bergson, City Manager





City of Isleton

101 Second Street

P.O. Box 716

Isleton, California 95641

Tel: 916-777-7770

City Manager,

Here is a summary of work performed by Code Enforcement for April 2023.

- Rental Housing Inspections completed
 - 36 and 49 Main Street
- Fielded complaint regarding “homeless/transient” activity in the area of Anne Marie
 - Sheriff Office contacted and assisted with “Green Tag” warning sticker issued to motorhome (East end of City)
 - “Green Tag” issued for abandoned/burnt vehicle in same location
 - Notice to property owner regarding vehicles sent
- Notice of Violation of Isleton Municipal Code violations sent to property owner of 110 3rd Street
 - Photos taken
- F Street parking complaints addressed and “Green Tag” warning stickers issued to two vehicles and one Vehicle citation issued for California Vehicle Code 4000(a)
- Abandoned/stripped vehicle towed from private property for California Vehicle Code 22669(a)
 - Removed by Jay’s Towing
- Parking complaint addressed pm Miner Ct
 - Vehicle parking in front of 201 Miner partially blocking sidewalk
 - Vehicle issued “Green Tag” warning sticker for California Vehicle Code violation 22500(f)
 - Attempted contact at 201 Miner, no answer
- 3 parking citations issued for several different vehicle code violations

Nathan Anderson, C.E.O.
City of Isleton
Code Enforcement Officer
Parking Enforcement Officer
101 Second Street
Isleton, California 95641-0716