



City of Modesto  
Office of the City Manager  
1010 Tenth Street, Suite 6100  
Modesto, CA 95354

July 12, 2016

The Honorable Marie Sovey Silveira  
Presiding Judge of the Superior Court of California  
800 11<sup>th</sup> Street  
Modesto, CA 95354

Dear Judge Silveira,

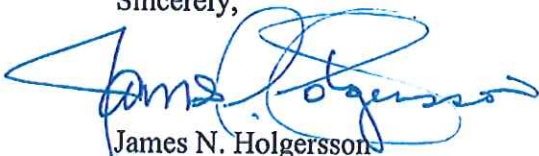
The City of Modesto is pleased to respond to the Stanislaus County Civil Grand Jury (SCCGJ) Case #16-15Gj regarding city owned properties. In this case, the SCCGJ found and recommended that each city use a reporting tool such as the Central San Joaquin Valley Risk Management Authority Building Detail Report. According to the SCCGJ, "this report has a complete summary of each property, including date built or acquired, address, type of construction, services, features, valuations, and conclusions. In addition, each property has a current photo. Other cities would benefit from using the same system to list their inventory."

The City of Modesto acknowledges receipt and review of this case recommendation. The City of Modesto also agrees with the SCCGJ that this reporting software would be a useful tool in tracking City of Modesto properties and will consider and explore the possibility of acquiring it.

Furthermore, the City of Modesto thanks the SCCGJ for their efforts in assisting Stanislaus County cities improve their efficiency and transparency as it pertains to inventories of public properties.

By copy of this letter to the Stanislaus County Clerk-Recorder and the Modesto City Clerk, I am requesting that a copy of this response be placed on file in their respective offices.

Sincerely,



James N. Holgersson  
City Manager

Cc: Lee Lundrigan, Stanislaus County Clerk Recorder  
Stephanie Lopez, City Clerk  
Adam U. Lindgren, City Attorney



Exhibit A

PART V

Stanislaus County Building Study

Case #16-15GJ

**2015 – 2016 Stanislaus County Civil Grand Jury  
Stanislaus County Building Study  
Case #16-15GJ**

**SUMMARY**

A primary responsibility of the Civil Grand Jury is “to investigate and report on the operations of county government to be assured that they are being administered efficiently, honestly, and in the best interests of its citizens.” The Stanislaus County Civil Grand Jury (SCCGJ) undertook a project to determine if city-owned properties were being used to their highest and best practices. The SCCGJ requested a summary of all properties owned by each city in the county to determine if they were being used appropriately. During the course of the investigation, it was clear that there is a wide range of tools used to account for city-owned properties, some of which are easier for the public to access and use than others. Some lists were so labor intensive it was difficult to figure out where the property was located, what it was, and how it is being utilized. The SCCGJ decided to focus its efforts on giving recommendations to the cities for accounting for properties to make it easier for the public and help the cities to know what they own and what is being used.

**GLOSSARY**

APN – Assessor’s Parcel Number

PDF – Portable Document Format

SCCGJ – Stanislaus County Civil Grand Jury

**BACKGROUND**

There are nine incorporated cities in Stanislaus County that the SCCGJ investigated: Ceres, Hughson, Modesto, Newman, Oakdale, Patterson, Riverbank, Turlock, and Waterford. These cities own properties that include buildings that house city government, parks, sports facilities, water wells, sewer treatment plants, vacant lots and buildings, and corporation yards. The property inventory is maintained by each city in data formats that range from spreadsheets to PDFs.

**METHODOLOGY**

The SCCGJ requested a summary of properties owned by each incorporated city in Stanislaus County and received information from Ceres, Hughson, Modesto, Oakdale, Patterson, Riverbank, Turlock, and Waterford. There were no responses from the City of Newman.

**DISCUSSION**

Most of the property inventories supplied by the cities listed the property location and a brief description. However, there was no consistent data format, and some cities provided neither a description nor how the property was used. The best inventory was from the City of Waterford, which had a complete summary of each property, valuation calculations, and a picture.

**(Attachment A)**



The least useful data provided was from the City of Patterson, which listed the APN and PO Box, and there were no descriptions or any other details provided. The other cities had a listing by address and a description of the property. **(Attachment B)**

## **FINDINGS**

F1. The City of Waterford is the only city to use the Central San Joaquin Valley Risk Management Authority Building Detail Report. This report has a complete summary of each property, including date built or acquired, address, type of construction, services, features, valuations, and conclusions. In addition, each property has a current photo. Other cities would benefit from using the same system to list their inventory.

## **RECOMMENDATION**

R1. The Stanislaus County Civil Grand Jury recommends that all cities in Stanislaus County should consider using the Central San Joaquin Valley Risk Management Authority Building Detail Report to efficiently account for and report to the public all city-owned properties.

## **REQUEST FOR RESPONSES**

Pursuant to Penal Code section 933.05, the Stanislaus County Civil Grand Jury requests responses from the City Councils of the following:

City of Ceres

City of Hughson

City of Modesto

City of Newman

City of Oakdale

City of Patterson

City of Riverbank

City of Turlock

## **INVITED RESPONSE**

City of Waterford



Entity: 01-48 CITY OF WATERFORD  
 Site: 06 BEARD PARK  
 Building: 07 CONCESSION STAND / PRESSBOX  
 540 C STREET  
 WATERFORD, CA 95386  
 Department: 00 NOT UTILIZED  
 Built / Acquired: 1980 / 1980 Inspection Date: 07/17/2014  
 Nbr. of Stories: 2 Total Square Feet: 333  
 Basement: NO Burnt Square Feet:  
 Flood Zone: X Acids/Renovations: NO  
 Occupancy: GCS CONCESSION STAND  
 Frame Type: JM JOISTED MASONRY  
 ISO Class: 2 JOISTED MASONRY  
 GPS Lat & Long: 37.64582 -120.75756  
 Fire Protection: NONE

**GENERAL BUILDING CHARACTERISTICS**

Exterior Walls: WOOD SIDING ON STUDS, CONCRETE BLOCK  
 Roofing: BUILT-UP SMOOTH,  
 Pitch & Shape: FLAT, FLAT  
 Foundation: CONCRETE SLAB ON GROUND,  
 Floor Finish: SEALER,  
 Ceiling Finish: DRYWALL,  
 Partitions: NONE,  
 Miscellaneous: Earthquake Code - G, Record Key - \_RYH0X1H4B

**FEATURES**  
BUILT-INS (CABINETS)

**SERVICES**  
ELECTRICAL  
PLUMBING  
AIR CONDITIONING - UNIT

**VALUATION CONCLUSIONS**

Replacement Cost New: 53,700  
 Exclusion Amount: 0  
 Replacement Cost Less Exclusions: 53,700  
 Contents Value: 6,400  
 Property In The Open: 0  
 Total Insurable Replacement Cost: 60,100

**NOTES**

**Attachment B**

CITY OF PATTERSON  
131-015-004  
1 PLAZA CIR  
PATTERSON CA 95363-

CITY OF PATTERSON  
131-014-045  
PO BOX 667  
PATTERSON CA 95363-0667

CITY OF PATTERSON  
131-014-044  
PO BOX 667  
PATTERSON CA 95363-0667

CITY OF PATTERSON  
021-085-019  
PO BOX 667  
PATTERSON CA 95363-0667

CITY OF PATTERSON  
021-085-018  
PO BOX 667  
PATTERSON CA 95363-0667

CITY OF PATTERSON  
021-085-016  
PO BOX 667  
PATTERSON CA 95363-0667

CITY OF PATTERSON  
021-085-002  
PO BOX 667  
PATTERSON CA 95363-0667

CITY OF PATTERSON  
021-085-001  
PO BOX 667  
PATTERSON CA 95363-0667

CITY OF PATTERSON  
021-061-074  
PO BOX 667  
PATTERSON CA 95363-0667

CITY OF PATTERSON  
021-052-015  
1 PLAZA CIR  
PATTERSON CA 95363-

CITY OF PATTERSON  
021-049-058  
PO BOX 667  
PATTERSON CA 95363-0667

CITY OF PATTERSON  
021-047-012  
PO BOX 667  
PATTERSON CA 95363-0667

CITY OF PATTERSON  
021-027-039  
PO BOX 667  
PATTERSON CA 95363-0667





**CITY OF MODESTO  
COUNCIL AGENDA REPORT**

**DATE OF MEETING:**

August 3, 2016

Date: July 1, 2016

TO: Mayor and City Council

THROUGH: James N. Holgersson, City Manager

FROM: Brent Sinclair, Deputy City Manager

SUBJECT: City of Modesto Response to Stanislaus County Civil Grand Jury Report  
Case #16-15GJ

CONTACT: Brent Sinclair, Deputy City Manager, [hbsinclair@modestogov.com](mailto:hbsinclair@modestogov.com),  
(209) 577-5228

**DESCRIPTION:**

Consider approving the City's response to the Findings and Recommendations of the Stanislaus County 2015-2016 Civil Grand Jury Report, Case #16-15GJ, relating to the Stanislaus County Building Study and authorizing the City Manager to submit the City's response to Presiding Judge Marie Sovey Silveira, Superior Court of California. (Funding Source: Not Applicable)

**STRATEGIC PLAN ELEMENT:**

The City's response and consideration of the Stanislaus County Grand Jury recommendation aligns with the City's goal to provide an *Effective, Responsive and Transparent Government*.

**BACKGROUND:**

The Stanislaus County Grand Jury (SCCGJ) undertook a project to determine if city-owned properties in the County were being used to their highest and best practices. The SCCGJ requested a summary of all properties owned by each city in the county to determine if they were being used appropriately. During the course of the investigation, it was clear that there is a wide range of tools used to account for city-owned properties, some of which are easier for the public to access and use than others. The SCCGJ decided to focus its efforts on giving recommendations to the cities for accounting for properties to make it easier for the public and help the cities to know what they own and what is being used.

**DISCUSSION:**

There are nine incorporated cities in Stanislaus County that the SCCGJ investigated: Hughson, Modesto, Newman, Oakdale, Patterson, Riverbank, Turlock, and Waterford. All of these cities own properties that include buildings that house city government, parks, sports water wells,

sewer treatment plants, vacant lots and buildings, and corporation yards property inventory is maintained by each city in data formats that range from spread PDFs.

The Stanislaus County Civil Grand Jury recommends that all cities in Stanislaus consider using the Central San Joaquin Valley Risk Management Authority Building Detail Report to efficiently account for and report to the public all city properties.

Pursuant to Penal Code section 933.05, the Stanislaus County Civil Grand Jury requests a response from the City of Modesto.

The City of Modesto response to the SCCGJ recommendation is attached and states the City will consider using the Central San Joaquin Valley Risk Management Authority Building Detail Report to efficiently account for and report to the public all city properties (Attachment 3). Staff is researching that particular reporting system and will report back to the Effective Government Committee on the costs involved in acquiring the software, converting the data and generating the reports.

**FISCAL IMPACT:**

There are no costs associated with forwarding this response however converting our property management data to the Grand Jury preferred system will incur costs. These will be presented in an upcoming Effective Government Committee.

**COMMITTEE RECOMMENDATION:**

This item was not previously heard by a Committee.

**RECOMMENDED COUNCIL ACTION:**

**Staff Recommendations:**

Resolution approving the City's response to the Findings and Recommendations of the Stanislaus County 2015-2016 Civil Grand Jury Report, Case #16-15GJ, relating to the Stanislaus County Building Study and authorizing the City Manager, or designee, submit the response to the Presiding Judge, Marie Sovey Silveira of the Stanislaus County Superior Court.

Approved by:

\_\_\_\_\_  
H. Brent Sinclair, Deputy City Manager

\_\_\_\_\_  
James N. Holgersson, City Manager

Attachments:

1. Resolution
2. Exhibit A – Civil Grand Jury Case #16-15Gj
3. Exhibit B – Submittal Letter to Presiding Judge Marie Sovey Silveira



**MODESTO CITY COUNCIL  
RESOLUTION NO. 2016-XX**

**RESOLUTION APPROVING THE CITY'S RESPONSE TO THE FINDINGS AND RECOMMENDATIONS OF THE STANISLAUS COUNTY 2015-2016 CIVIL GRAND JURY REPORT, CASE #16-15GJ, RELATING TO THE STANISLAUS COUNTY BUILDING STUDY AND AUTHORIZING THE CITY MANAGER, OR DESIGNEE, TO SUBMIT THE CITY'S RESPONSE TO THE ATTENTION OF PRESIDING JUDGE MARIE SOVEY SILVEIRA OF THE STANISLAUS COUNTY SUPERIOR COURT**

WHEREAS, the Stanislaus County Grand Jury (SCCGJ) undertook a project to determine if city-owned properties were being used to their highest and best practices, and

WHEREAS, the SCCGJ requested a summary of all properties owned by each city in the county to determine if they were being used appropriately, and

WHEREAS, during the course of the investigation, it was clear that there is a wide range of tools used to account for city-owned properties, some of which are easier for the public to access and use than others, and

WHEREAS, the SCCGJ decided to focus its efforts on giving recommendations to the cities for accounting for properties to make it easier for the public and help the cities to know what they own and what is being used, and

WHEREAS, the SCCGJ recommends that all cities in Stanislaus should consider using the Central San Joaquin Valley Risk Management Authority Building Detail Report to efficiently account for and report to the public all city properties, and

WHEREAS, the SCCGJ requested a response from the City of Modesto pursuant to Penal Code section 933.0, and

WHEREAS, the City of Modesto's response to the SCCGJ recommendation is **attached** and states the City will consider using the Central San Joaquin Valley Risk

Management Authority Building Detail Report to efficiently account for and report to the public all city properties.

NOW, THEREFORE, BE IT RESOLVED by the Council of the City of Modesto that it hereby approves the City of Modesto response to the findings and recommendations of the Stanislaus County 2015-2016 Civil Grand Jury Report, Case #16-15GJ, relating to the Stanislaus County Building Study and authorize the City Manager to submit the City's response to the attention of Presiding Judge Marie Sovey Silveira, of the Stanislaus County Superior Court.

The foregoing resolution was introduced in a special meeting of the Council of the City of Modesto held on the 3<sup>rd</sup> day of August, 2016, by Councilmember ?, who moved its adoption, which motion being duly seconded by Councilmember ?, was upon roll call carried and the resolution adopted by the following vote:

AYES: Councilmembers:

NOES: Councilmembers:

ABSENT: Councilmembers:

ATTEST: \_\_\_\_\_  
STEPHANIE LOPEZ, City Clerk

(SEAL)

APPROVED AS TO FORM:

By: \_\_\_\_\_  
ADAM U. LINDGREN, City Attorney