

CITY OF MONTCLAIR
AGENDA FOR CITY COUNCIL, REDEVELOPMENT AGENCY, AND
MONTCLAIR HOUSING CORPORATION MEETINGS

To be held in the Council Chambers
5111 Benito Street, Montclair, California

December 19, 2011

7:00 p.m.

As a courtesy please silence your cell phones, pagers, and other electronic devices while the meeting is in session. Thank you.

The CC/RDA/MHC meetings are now available in audio format on the City's website at www.ci.montclair.ca.us and can be accessed the day following the meeting after 10:00 a.m.

Page No.

I. CALL TO ORDER – City Council and Redevelopment Agency and
Montclair Housing Corporation Boards of Directors

II. INVOCATION

In keeping with our long-standing tradition of opening our Council meetings with an invocation, this City Council Meeting may include a nonsectarian invocation. Such invocations are not intended to proselytize or advance any faith or belief or to disparage any faith or belief. Neither the City nor the City Council endorse any particular religious belief or form of invocation.

III. PLEDGE OF ALLEGIANCE

IV. ROLL CALL

V. PRESENTATIONS

- A. Presentation by San Bernardino County Fourth District Supervisor Gary Ovitt
- B. Presentation of 2011 Holiday Home Decoration Contest Winners

VI. PUBLIC COMMENT

This section is intended to provide members of the public with an opportunity to comment on any subject that does not appear on this agenda. Each speaker will be afforded five minutes to address the City Council Members and Redevelopment Agency and Montclair Housing Corporation Boards of Directors. (Government Code Section 54954.3)

Under the provisions of the Brown Act, the Council/Agency Board/MHC Board is prohibited from taking action on items not listed on the agenda.

VII. PUBLIC HEARINGS

- A. Consider Receiving Public Comment and Authorizing the Allocation and Expenditure of Supplemental Law Enforcement Services Grant Funds 4

VIII. CONSENT CALENDAR

- A. Approval of Minutes
 - 1. Minutes of the Regular Joint Council/Agency Board/MHC Board Meeting of December 5, 2011 [CC/RDA/MHC]
- B. Administrative Reports
 - 1. Consider Receiving and Filing of Treasurer's Report [CC] 5
 - 2. Consider Approval of Warrant Register and Payroll Documentation [CC] 6
 - 3. Consider Receiving and Filing of Treasurer's Report [RDA] 7
 - 4. Consider Approval of Warrant Register [RDA] 8
 - 5. Consider Receiving and Filing of Treasurer's Report [MHC] 9
 - 6. Consider Approval of Warrant Register [MHC] 10
 - 7. Consider Approval of the Filing of a Notice of Completion, Reduction of Faithful Performance Bond to 10 Percent, and Retention of Payment Bond for Six Months for Completion of the Alma Hofman Park Improvement Project [CC]
 - Consider Release of Retention 30 Days After Recordation of Notice of Completion [CC] 11
 - 8. Consider Declaring Unclaimed Bicycles in Police Custody as Surplus and Available for Donation to the California Institution for Women [CC] 13
- C. Agreements
 - 1. Consider Approval of Agreement No. 11 134 With Mt. San Antonio Community College District to Continue Providing a Comprehensive Fitness Program for the Fire Department [CC] 15
- D. Resolutions – None

IX. PULLED CONSENT CALENDAR ITEMS

X. RESPONSE – None

XI. COMMUNICATIONS

- A. City Attorney/Agency Counsel
 - 1. Closed Session Pursuant to Government Code Section 54957.6 Regarding Conference With Designated Labor Negotiator Edward C. Starr

Agency: City of Montclair

Employee Organizations: Management
Montclair Fire Fighters Association
Montclair Police Officers Association
San Bernardino Public Employees Assn.

- B. City Manager/Executive Director
- C. Mayor/Chairman
- D. Council/Agency Board
- E. Committee Meeting Minutes *(for informational purposes only)*
 - 1. Minutes of the Public Works Committee Meeting of October 27, 2011 24
 - 2. Minutes of the Personnel Committee Meeting of December 5, 2011 40

XII. IMPASSE HEARING

- A. Labor Negotiations Impasse Hearing – Montclair Fire Fighters Association

(Council may consider continuing this item to an adjourned meeting on Wednesday, December 21, 2011, at 6:00 p.m. in the City Council Chambers.)

XIII. ADJOURNMENT OF REDEVELOPMENT AGENCY AND MONTCLAIR HOUSING CORPORATION BOARDS OF DIRECTORS

(At this time, the City Council will meet in Closed Session regarding labor negotiations.)

XIV. CLOSED SESSION ANNOUNCEMENTS

XV. ADJOURNMENT OF CITY COUNCIL

The next regularly scheduled City Council, Redevelopment Agency, and Montclair Housing Corporation meetings will be held on Tuesday, January 3, 2012, at 7:00 p.m. in the Council Chambers.

Reports, backup materials, and additional materials related to any item on this Agenda distributed to the City Council, Redevelopment Agency Board, or Montclair Housing Corporation Board after distribution of the Agenda packet are available for public inspection in the Office of the City Clerk located at 5111 Benito Street, Montclair, California, between 7:00 a.m. and 6:00 p.m., Monday through Thursday.

In compliance with the Americans with Disabilities Act, if you need special assistance to participate in this meeting, please contact the City Clerk at (909) 625-9415. Notification 48 hours prior to the meeting will enable the City to make reasonable arrangements to ensure accessibility to this meeting. (28 CFR 35.102-35.104 ADA Title II)

I, Yvonne L. Smith, Deputy City Clerk, hereby certify that I posted, or caused to be posted, a copy of this Agenda not less than 72 hours prior to this meeting on the bulletin board adjacent to the south door of Montclair City Hall on December 15, 2011.

AGENDA REPORT

SUBJECT: CONSIDER RECEIVING PUBLIC COMMENT
AND AUTHORIZING THE ALLOCATION
AND EXPENDITURE OF SUPPLEMENTAL
LAW ENFORCEMENT SERVICES GRANT
FUNDS

DATE: December 19, 2011
SECTION: PUBLIC HEARINGS
ITEM NO.: A
FILE I.D.: PDT362
DEPT.: POLICE

REASON FOR CONSIDERATION: The City Council is requested to consider receiving public comment related to the Police Department's request for a \$100,000 allocation of Supplemental Law Enforcement Services grant funds to provide patrol overtime to enhance patrol services.

BACKGROUND: Government Code Sections 30061-30064 stipulate that a Supplemental Law Enforcement Services Fund (SLESF) be established in each county treasury to receive all grant funds allocated to a county for purposes of implementing the guidelines for SLESF grant funds. The county auditor shall allocate the moneys in the county's SLESF, including interest or other earned returns, within 30 days of deposit into the SLESF; however, the county auditor shall not transfer those moneys to a recipient agency until the Supplemental Law Enforcement Oversight Committee certifies receipt of an approved expenditures plan from the governing board of that agency. The San Bernardino County Board of Supervisors established a Supplemental Law Enforcement Oversight Committee on August 21, 1996.

SLESF moneys are for the exclusive use of "front line law enforcement services" and "front line municipal police services," both of which include antigang, community crime prevention, and juvenile justice programs. These moneys shall supplement existing services and shall not be used to supplant any existing funding for law enforcement services provided by that entity.

The City of Montclair is eligible to receive \$100,000 from this state grant. The Chief of Police is requesting an appropriation from the SLESF grant to provide patrol overtime to enhance patrol services.

FISCAL IMPACT: The City Council's authorization of a \$100,000 SLESF allocation to the Police Department Fiscal Year 2012-13 Budget would greatly enhance patrol services in the community.

RECOMMENDATION: Staff recommends the City Council receive public comment and authorize the allocation and expenditure of Supplemental Law Enforcement Services grant funds.

Prepared by:

Judy B...
Walter H...

Reviewed and
Approved by:

K. Jones
...

Proofed by:

Presented by:

AGENDA REPORT

SUBJECT: CONSIDER RECEIVING AND FILING OF
TREASURER'S REPORT

DATE: December 19, 2011

SECTION: ADMIN. REPORTS

ITEM NO. 1

FILE I.D.: FIN520

DEPT.: ADMIN. SVCS.

REASON FOR CONSIDERATION: The City Council is requested to consider receiving and filing the City of Montclair Treasurer's Report for the month ending November 30, 2011, pursuant to state law.

BACKGROUND: Included in your agenda packet is a copy of the Treasurer's Report for the period ending November 30, 2011.

FISCAL IMPACT: Routine—report of City's cash and investments.

RECOMMENDATION: Staff recommends the City Council receive and file the Treasurer's Report for the month ending November 30, 2011.

Prepared by:

Michael Piotrowski

Reviewed and
Approved by:

Proofed by:

Kathy Alston

Presented by:

[Signature]
[Signature]

AGENDA REPORT

SUBJECT: CONSIDER APPROVAL OF WARRANT REGISTER AND PAYROLL DOCUMENTATION	DATE: December 19, 2011
	SECTION: ADMIN. REPORTS
	ITEM NO.: 2
	FILE I.D.: FIN540
	DEPT.: ADMIN. SVCS.

REASON FOR CONSIDERATION: The City Council is requested to consider approval of the Warrant Register and Payroll Documentation.

BACKGROUND: Mayor Pro Tem Raft has examined the Warrant Register dated December 19, 2011, and Payroll Documentation dated November 6, 2011; finds them to be in order; and recommends their approval.

FISCAL IMPACT: The Warrant Register dated December 19, 2011, totals \$1,117,127.97. The Payroll Documentation dated November 6, 2011, totals \$567,832.73, with \$410,414.62 being the total cash disbursement.

RECOMMENDATION: Staff recommends the City Council approve the above referenced Warrant Register and Payroll Documentation as presented.

Prepared by:

Yvonne L. Smith
Kathy Dalton

Reviewed and
Approved by:

[Signature]
[Signature]

Proofed by:

Presented by:

AGENDA REPORT

SUBJECT: CONSIDER RECEIVING AND FILING OF
TREASURER'S REPORT

DATE: December 19, 2011

SECTION: ADMIN. REPORTS

ITEM NO.: 3

FILE I.D.: FIN510

DEPT.: REDEVELOPMENT

REASON FOR CONSIDERATION: The Redevelopment Agency Board of Directors is requested to consider receiving and filing the Redevelopment Agency Treasurer's Report for the month ending November 30, 2011, pursuant to state law.

BACKGROUND: Included in your agenda packet is a copy of the Treasurer's Report for the period ending November 30, 2011.

FISCAL IMPACT: Routine—report of the Agency's cash and investments.

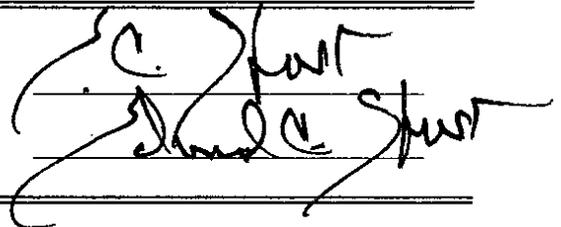
RECOMMENDATION: Staff recommends the Redevelopment Agency Board of Directors receive and file the Treasurer's Report for the month ending November 30, 2011.

Prepared by: Michael Piotrowski

Proofed by: Kathy Dalton

Reviewed and
Approved by:

Presented by:



AGENDA REPORT

SUBJECT:	CONSIDER APPROVAL OF WARRANT REGISTER	DATE:	December 19, 2011
		SECTION:	ADMIN. REPORTS
		ITEM NO.:	4
		FILE I.D.:	FIN530
		DEPT.:	REDEVELOPMENT

REASON FOR CONSIDERATION: The Redevelopment Agency Board of Directors is requested to consider receiving and filing the Warrant Register for the month ending November 30, 2011, pursuant to state law.

BACKGROUND: Vice Chairperson Raft has examined the Warrant Register dated 11.01.11-11.30.11 in the amounts of \$6,237.17 for Project I; \$0.00 for Project II; \$55,332.95 for Project III; \$31,747.30 for Project IV; \$64,354.18 for Project V; and \$20.38 for the Mission Boulevard Joint Redevelopment Project and finds it to be in order.

FISCAL IMPACT: Routine—report of Agency's obligations.

RECOMMENDATION: Vice Chairperson Raft recommends the Redevelopment Agency Board of Directors approve the Warrant Register for the period ending November 30, 2011.

Prepared by:	<u>Michael Piotrowski</u>	Reviewed and Approved by:	<u>[Signature]</u>
Proofed by:	<u>Kathy Dalton</u>	Presented by:	<u>[Signature]</u>

AGENDA REPORT

SUBJECT: CONSIDER RECEIVING AND FILING OF
TREASURER'S REPORT

DATE: December 19, 2011

SECTION: ADMIN. REPORTS

ITEM NO.: 5

FILE I.D.: FIN525

DEPT.: MHC

REASON FOR CONSIDERATION: The Montclair Housing Corporation Board of Directors is requested to receive and file the Montclair Housing Corporation Treasurer's Report for the month ending November 30, 2011, pursuant to state law.

BACKGROUND: Included in your agenda packet is a copy of the Treasurer's Report for the period ending November 30, 2011.

FISCAL IMPACT: Routine—report of the Montclair Housing Corporation's cash and investments.

RECOMMENDATION: Staff recommends the Montclair Housing Corporation Board of Directors receive and file the Treasurer's Report for the month ending November 30, 2011.

Prepared by:

Michael Pistonchi

Reviewed and
Approved by:

[Signature]

Proofed by:

Kathy Dalton

Presented by:

AGENDA REPORT

SUBJECT: CONSIDER APPROVAL OF WARRANT REGISTER **DATE:** December 19, 2011
SECTION: ADMIN. REPORTS
ITEM NO.: 6
FILE I.D.: FIN545
DEPT.: MHC

REASON FOR CONSIDERATION: The Montclair Housing Corporation Board of Directors is requested to consider receiving and filing the Warrant Register for the month ending November 30, 2011, pursuant to state law.

BACKGROUND: Vice Chairperson Raft has examined the Warrant Register dated 11.01.11-11.30.11 in the amount of \$24,152.40 for the Montclair Housing Corporation and finds it to be in order.

FISCAL IMPACT: Routine—report of Montclair Housing Corporation's obligations.

RECOMMENDATION: Vice Chairperson Raft recommends the Montclair Housing Corporation Board of Directors approve the Warrant Register for the period ending November 30, 2011.

Prepared by: Michael Piotrowski Reviewed and Approved by: [Signature]
Proofed by: Kathy Dalton Presented by: [Signature]

AGENDA REPORT

SUBJECT: CONSIDER APPROVAL OF THE FILING OF A NOTICE OF COMPLETION, REDUCTION OF FAITHFUL PERFORMANCE BOND TO 10 PERCENT, AND RETENTION OF PAYMENT BOND FOR SIX MONTHS FOR COMPLETION OF THE ALMA HOFMAN PARK IMPROVEMENT PROJECT	DATE: December 19, 2011
	SECTION: ADMIN. REPORTS
	ITEM NO.: 7
	FILE I.D.: PRK200
CONSIDER RELEASE OF RETENTION 30 DAYS AFTER RECORDATION OF NOTICE OF COMPLETION	DEPT.: PUBLIC WORKS

REASON FOR CONSIDERATION: State law requires Notices of Completion to be recorded with the County Recorder upon acceptance of a public works project. The City Council is requested to consider approval of the Notice of Completion and associated actions related to completion of the Alma Hofman Park Improvement Project.

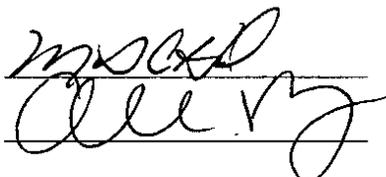
BACKGROUND: On June 20, 2011, Earth-Tek Engineering, Inc., was awarded a contract for construction of the Alma Hofman Park Improvement Project and entered into Agreement No. 11-77. All work required under the terms of Agreement No. 11-77 has been satisfactorily completed. Work included a parking lot expansion that doubled the size of the original parking lot, repaving of the existing parking lot, new parking lot lighting, new park lighting, new tennis court lighting, and a new shade structure/gazebo. The new parking lot work included additional handicap parking stalls and sidewalk construction meeting requirements of the Americans with Disability Act.

FISCAL IMPACT: The construction contract was awarded to Earth-Tek Engineering, Inc., for \$396,635 and included a construction contingency of \$40,000. Funding was provided through the Park Development Fund, the Redevelopment Agency, two San Bernardino County grants, and a lighting grant through the Department of Energy Recovery Act. During the course of construction, it was necessary to adjust a few construction quantities and modify the project scope of services through change orders. Two of these change orders are currently being negotiated. The construction contingency will cover the additional costs.

RECOMMENDATION: Staff recommends the City Council authorize the following actions related to completion of the Alma Hofman Park Improvement Project:

1. Approve the filing of a Notice of Completion with the Office of the San Bernardino County Recorder.
2. Reduce the Faithful Performance Bond to 10 percent.
3. Retain the Payment Bond for six months.
4. Release the retention 30 days after recordation of Notice of Completion.

Prepared by:

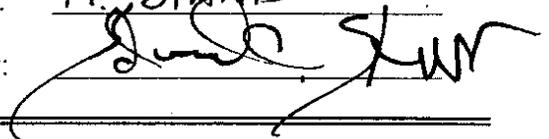


Reviewed and
Approved by:



Proofed by:

Presented by:



RECORDING REQUESTED BY:

City of Montclair

AND WHEN RECORDED MAIL DOCUMENT AND TAX STATEMENT TO:

NAME: **City of Montclair**

STREET ADDRESS: **5111 Benito Street**

CITY, STATE & ZIP CODE: **Montclair, CA 91763**

Government Code 6103

(Space above this line for Recorder's Use Only)

NOTICE OF COMPLETION

NOTICE is hereby given that: The undersigned is the owner of an interest of estate in the hereinafter described property, the nature of which said interest or estate is:

fee

The full name and address of the undersigned is
Michael C. Hudson
City Engineer
5111 Benito Street
Montclair, CA 91763

The work was completed on that certain work known as:

Alma Hofman Park Improvement Project

for the undersigned City of Montclair,
a Municipal Corporation, on the 19th day of December, 2011

The City accepted the job on the 8th day of December, 2011

The Contractor on said job was
Earth-Tek Engineering, Inc.
15350 Fairfield Ranch Rd., Suite K
Chino Hills,, Ca. 91709

The improvement consisted of:

Park Improvements

The property upon which said work of improvement was completed is described as:

5200 Benito Street

VERIFICATION

I, the undersigned, say that I am agent for the owner of the aforesaid interest or estate in the property described in the above notice. I have read the foregoing notice and know and understand the contents thereof, and the facts stated herein are true and correct.

I declare under penalty of perjury that the foregoing is true and correct.

Executed on: _____ at 5111 Benito Street, Montclair, California

Michael C. Hudson, City Engineer

AGENDA REPORT

SUBJECT: CONSIDER DECLARING UNCLAIMED BICYCLES
IN POLICE CUSTODY AS SURPLUS AND AVAIL-
BLE FOR DONATION TO THE CALIFORNIA
INSTITUTION FOR WOMEN

DATE: December 19, 2011

SECTION: ADMIN. REPORTS

ITEM NO.: 8

FILE I.D.: EQS051/052

DEPT.: POLICE

REASON FOR CONSIDERATION: The City Council is requested to declare unclaimed bicycles in Police custody as surplus so they may be made available for donation to the California Institution for Women.

BACKGROUND: The bicycles included on the attached list are considered unclaimed property in Police custody. Upon being declared as surplus by the City Council, the bicycles would be available for donation to the California Institution for Women.

FISCAL IMPACT: There would be no fiscal impact to the City as a result of the donation of these bicycles.

RECOMMENDATION: Staff recommends the City Council declare unclaimed bicycles in Police custody as surplus and available for donation to the California Institution for Women.

Prepared by:

Sharon Agopian
Judy B.

Reviewed and
Approved by:

H. P. Jones
[Signature]

Proofed by:

Presented by:

**CITY OF MONTCLAIR
BICYCLE PROPERTY LIST FOR CIW
December 07, 2011**

Montclair Police Department

TAG	QUANTITY	DESCRIPTION	SERIAL #	CR #	NOTATION
1	1	ORANGE MONGOOSE BIKE	NONE	11-0010	
2	1	MENS BIKE	NONE	11-0203	
3	1	SILVER BIKE	C0122627	11-1137	
4	1	BLUE BIKE	NONE	11-1257	
5	1	WHITE SCHWIN BIKE	SNFSD08KH9698	11-1287	
6	1	SILVER&PINK BIKE	7M0310002414	11-1729	
7	1	BOYS RED BIKE	GB060604132	11-1826	
8	1	BOYS BLACK BIKE	01TD690164	11-1826	
9	1	RED/BLACK MTN SPORT BIKE	NONE	11-2175	
10	1	BLUE BIKE	NONE	11-2579	
11	1	PURPLE MTN BIKE	0990619635	11-2857	
12	1	RED MTN BIKE	69457771	11-2857	
13	1	BMX STYLE BIKE RED,WHT BLK	02TD5145912	11-2989	
14	1	RED SCHWIN BIKE	C685607866162476	11-3238	
15	1	BMX BLUE BIKE	NONE	11-3367	
16	1	MGX RED,BLK BIKE	NONE	11-3437	
17	1	BMX GRAY BIKE	NONE	11-3772	
18	1	SCHWIN FALCON BIKE RED,BLK	NONE	11-3850	
19	1	SILVER BIKE	NONE	11-4060	
20	1	BLACK BIKE	NONE	11-4133	
21	1	YELLOW&RED BIKE	NONE	11-4134	
22					
23					
24					

AGENDA REPORT

SUBJECT: CONSIDER APPROVAL OF AGREEMENT NO. 11-134 WITH MT. SAN ANTONIO COMMUNITY COLLEGE DISTRICT TO CONTINUE PROVIDING A COMPREHENSIVE FITNESS PROGRAM FOR THE FIRE DEPARTMENT

DATE: December 19, 2011

SECTION: AGREEMENTS

ITEM NO.: 1

FILE I.D.: FRD205

DEPT.: FIRE

REASON FOR CONSIDERATION: The City Council is requested to consider approval of Agreement No. 11-134 with Mt. San Antonio Community College District to continue providing a comprehensive fitness program for fire safety personnel. A copy of proposed Agreement No. 11-134 is attached for the City Council's review and consideration.

BACKGROUND: In 2003, the Fire Department applied for and received a Federal Emergency Management Agency (FEMA) Firefighters Assistance Grant in the amount of \$34,376. The purpose of the grant was to purchase exercise equipment and establish a formal wellness program for each Firefighter, both of which have been accomplished. Continuation of the Fire Department Wellness and Fitness Program provides Firefighters with the ability to maintain a training regimen to meet the rigorous physical demands required by the work they do and to prevent or minimize debilitating injuries.

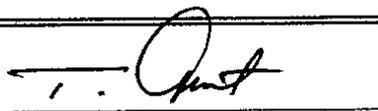
The Mt. San Antonio Community College District Exercise Science and Wellness Center offers a comprehensive program that has been beneficial in our ongoing efforts to minimize injuries to our Firefighters. Proposed Agreement No. 11-134 would continue providing a fitness program that includes the following components:

1. A comprehensive fitness evaluation and health-risk assessment for all Firefighters participating in the program.
2. A group lecture provided by American College of Sports Medicine and/or National Strength and Conditioning Association certified instructors that emphasizes development of exercise programs utilizing core training.

FISCAL IMPACT: The cost to continue the Wellness and Fitness Program is \$2,480. This amount has been allocated in the Fiscal Year 2011-12 Fire Department Budget.

RECOMMENDATION: Staff recommends the City Council approve Agreement No. 11-134 with Mt. San Antonio Community College District to continue providing a comprehensive fitness program for the Fire Department.

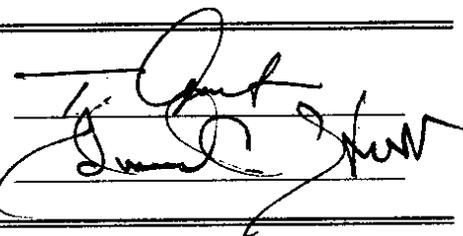
Prepared by:



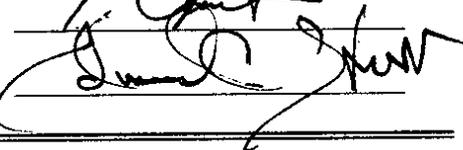
Proofed by:



Reviewed and Approved by:



Presented by:





legacy of excellence
1946-2011

AGREEMENT

1112-004

This Agreement is made on November 17, 2011 by and between Mt. San Antonio Community College District of 1100 North Grand Avenue, Walnut, California 91789 and Montclair Fire Department of 8901 Monte Vista, Montclair, California 91763.

The party who is contracting to receive services shall be referred to as "Client", and the party who will be providing the services shall be referred to as "District" in this Agreement.

The District has a background in Vocational Education and Training, and is willing to provide services to Client based on their background, and Client desires to have instructional services provided by District.

Therefore, the parties agree as follows:

1. **DESCRIPTION OF SERVICES.** Beginning on November 17, 2011 and ending on June 30, 2012 District will provide the following services, (collectively the "Services") for up to 26 Fire employees.

Fitness Evaluation and Exercise Training/Lecture Program

The Fitness Evaluation is a screening tool used to evaluate an individual's health and fitness level. All tests are performed by a certified staff member. The Comprehensive Fitness Evaluation is comprised of a Health Risk Assessment Questionnaire, Fitness Evaluation, Cardiovascular Fitness Test, and a Printed Report. All information is confidential and provided to the individual during the interpretation. (*See Attachment A for details*).

COMPONENTS OF FITNESS EVALUATION - \$2,282

Health Risk Assessment Questionnaire

- Medical History
- Activity Index
- Cardiovascular Risk Profile
- Stress/Tension Level
- Nutrition Profile

BOARD OF TRUSTEES

Dr. Manuel Baca • Rosanne M. Bader • Judy Chen Haggerty, Esq. • Fred Chyr • Dr. David K. Hall

COLLEGE PRESIDENT / CEO - Dr. William Scroggins

Fitness Evaluation

- Resting Vitals – Heart Rate & Blood Pressure
- Height and Weight
- Bodyfat Analysis
- Muscular Strength and Endurance Assessment
- Range of Motion Evaluation

Cardiovascular Fitness Test

- Sub-Max Bike Test with Heart Rate Measurement

Printed Report

- Personalized Comprehensive Fitness Analysis
- Identified Flagged Events and Risk Factors
- Confidential Interpretation
- Exercise Program Recommendations

Note: Evaluations do not include blood panels or x-rays

COMPONENTS OF EXERCISE/LECTURE TOPICS

- **Lecture Module – 3 hours Core Training \$198**

Sessions emphasizing a variety of fitness and nutrition topics including exercise adherence, behavior modification, reducing the risk of injury, and weight loss.

Nutrition discussion addressing meal planning and healthy cooking for weight loss and reducing risk of disease. All conducted by an ACSM, NSCA, and/or certified instructor in the topic area.

2. **PRESENTER(S).** The District shall have the sole discretion in determining who will be assigned to serve as presenter(s).
3. **PAYMENT.** The training that is the subject of the Agreement shall be for the exclusive benefit of the Client and shall be open to its designees only. In consideration of the instructional and related services provided by the District, the Client agrees to pay the District the amounts determined as follows. Client will pay a total fee to District of \$2,480. The balance to be paid as services are completed and invoiced by the District. Client agrees to pay all invoices 30 days from date of invoice. Upon termination of this Agreement, payments under this paragraph shall cease; provided, however, that District shall be entitled to payments for periods or partial periods that occurred prior to the date of termination and for which District has not yet been paid.

4. **TERM/TERMINATION.** This Agreement shall automatically terminate upon District's completion of the services required by this Agreement. The District retains the right to cancel any services that is offered under this Agreement no later than 10 days before the first meeting of the service class. The Client retains the right to cancel any training that is offered under this Agreement no later than 10 days before the first meeting of the service class.
5. **RELATIONSHIP OF PARTIES.** It is understood by the parties that the District and its Instructor(s) is an independent contractor with respect to Client, and not an officer, agent or employee of Client. Client will not provide fringe benefits, including health insurance benefits, paid vacation, or any other employee benefit, for the benefit of District and its Instructor(s)/Presenter(s). The Client further agrees not to enter into a separate competitive agreement with any of the District's Instructor(s)/Presenter(s) from the date of this agreement until two (2) years after the completion of this agreement.
6. **NOTICES.** All notices required or permitted under this Agreement shall be in writing and shall be deemed delivered when delivered in person or deposited in the United States mail, postage prepaid, addressed as follows:

Client:

Troy Ament, Fire Chief
Montclair Fire Department
8901 Monte Vista
Montclair, California 91763

District:

Virginia Burley, Vice President of Instruction
Mt. San Antonio Community College District
1100 North Grand Avenue
Walnut, California 91789

Such address may be changed from time to time by either party by providing written notice to the other in the manner set forth above.

7. **NON-DISCRIMINATION.** Neither party to this Agreement shall, on the basis of ethnic group identification, religion, age, sex, color, or physical or mental disability, unlawfully deny any person the benefits of or unlawfully subject any person to discrimination in the operation of this agreement.

8. **ENTIRE AGREEMENT.** This Agreement contains the entire agreement of the parties and there are no other promises or conditions in any other agreement whether oral or written. This Agreement supersedes any prior written or oral agreements between the parties.
9. **AMENDMENT.** This Agreement may be modified or amended if the amendment is made in writing and is signed by both parties.
10. **SEVERABILITY.** If any provision of this Agreement shall be held to be invalid or unenforceable for any reason, the remaining provisions shall continue to be valid and enforceable. If a court finds that any provision of this Agreement is invalid or unenforceable, but that by limiting such provision it would become valid and enforceable, then such provision shall be deemed to be written, construed, and enforced as so limited.
11. **WAIVER OF CONTRACTUAL RIGHT.** The failure of either party to enforce any provision of this Agreement shall not be construed as a waiver or limitation of that party's right to subsequently enforce and compel strict compliance with every provision of this Agreement.
12. **INDEMNIFICATION.** Both parties shall indemnify, defend and hold harmless each other, the subsidiaries and the officers, agents, instructor(s), subcontractor(s) and employees from and against any and all liability and expenses including defense cost and legal fees and claims for damages of any nature whatsoever, arising out of the performance of the services described herein, caused in whole or in part by any negligent act or omission of either party, anyone directly or indirectly employed by either party or anyone for whose acts either party may be liable including, without limitation, any cost or liability on account of bodily injury, death or personal injury of any person or for damage to or loss of use of property, including property of either party. The indemnification shall even apply in the event of the act, omissions, fault, or negligence, whether active or passive, of either party, but shall not apply to liability, expenses, claims or damages arising from sole negligence or willful misconduct of either party. This indemnity shall survive termination of this Agreement or final payment hereunder. This indemnification is in addition to any other rights or remedies which either party may have under the law or under this Agreement.
13. **APPLICABLE LAW.** This Agreement shall be governed by the laws of the State of California.

14. TO BECOME EFFECTIVE, THIS AGREEMENT MUST BE SIGNED AND RETURNED TO THE DISTRICT PRIOR TO COMMENCEMENT OF SERVICE(S).

Agreed this day of November 17, 2011.

DISTRICT:

By: Virginia Burley
Virginia Burley, Vice President of Instruction
Mt. San Antonio Community College District

CLIENT:

By: _____
Paul Eaton, Mayor
City of Montclair

By: _____
Attest
Yvonne Smith
Deputy City Clerk

By: Troy Ament
Troy Ament, Fire Chief
Montclair Fire District

95-6005731
Company Tax ID# (TIN)

**Mt. San Antonio College
Exercise Science/Wellness Center**

Public Safety Wellness Program

PHASE I

HEALTH RISK ASSESSMENT QUESTIONNAIRE

Medical History

Identifies an individual's past history. Risk for cardiovascular disease, pulmonary disease, metabolic disease, and orthopedic condition is evaluated.

Activity Index

In 1996, the Surgeon General released a report that identified, "Physical inactivity was deemed detrimental to your health." Evaluating an individual's activity level in an effort to prevent future injuries or complications is vital.

Cardiovascular Risk Profile

Identifies areas that elevate potential risk for the development of cardiovascular disease, the #1 killer in the United States.

Stress/Tension Level

Stress can be felt in a mental or physical form, however; the body reacts to it physically. Some examples include elevated blood pressure and heart rate, muscle fatigue, migraines and lapse of judgment. An individual's inability to cope with stressors predisposes him or her to the development of possible disease and health problems.

Nutrition Profile

Our questionnaire also evaluates an individual's nutritional habits. Recommendations are made to those whose nutrition intake could improve their health or fitness level.

**Mt. San Antonio College
Exercise Science/Wellness Center**

Public Safety Wellness Program

PHASE II

FITNESS EVALUATION

Resting Vitals

Assessing resting values of heart rate and blood pressure are excellent methods for helping to identify possible cardiovascular complications. They are also excellent tools for tracking progress.

Height and Weight

Bodyfat Analysis

A 3-site measurement is taken with skinfold calipers to estimate body fat percentage. An excessive amount of body fat increases the risk for developing heart disease, orthopedic conditions, pulmonary and metabolic diseases. Educating an individual on body fat increases his or her awareness in helping to prevent the development of these diseases and conditions. A more accurate body composition test can be performed called the hydrostatic weighing. It does require more time in preparation and administering and should be scheduled accordingly.

Digital Spirometry (Pulmonary Function Test)

Our digital spirometer measures Forced Vital Capacity (Lung Volume-FVC), Forced Expired Volume-1 second (FEV1), FEV1/FVC ratio, and Forced Expiratory Flow 25%-75%. Measured values are compared to predicted norms and evaluated for possible airway obstruction. Abnormalities may result from smoking, asthma, emphysema, and/or respiratory problems.

Muscular Strength and Endurance Assessment

Muscular strength is measured using a 1-repetition maximum (1RM) test for both the upper and lower body. A handgrip test is also used to assess an individual's grip strength. Muscular endurance is measured by using a one-minute sit-up test.

Range of Motion Evaluation

An individual's range of motion is measured with an emphasis on trunk flexion.

CARDIOVASCULAR FITNESS TEST

Sub-max Bike Test w/ Heart rate measurement

Identifies cardiovascular fitness at a sub-maximal level. Heart rate is measured through a series of stages with incremental workload adjustments.

**Mt. San Antonio College
Exercise Science/Wellness Center**

Public Safety Wellness Program

PHASE III

INTERPRETATION AND PRINTED REPORT

Personalized Comprehensive Fitness Analysis

Each individual receives a personalized printout highlighting strengths and weaknesses in the areas mentioned above. These results are shown graphically with comparisons based on norms of the same age, height, and gender.

Identified Flagged Events

Any value or area that is out of range or out of the norm is flagged and identified with easy to read summary sheets. Risk factors associated with various diseases; i.e., cardiovascular, pulmonary, and metabolic, are also identified.

Confidential Interpretation

Consists of a confidential, one-on-one session with staff regarding the outcomes of the testing analysis and a step-by-step review of information and recommendations for lifestyle, occupational and health improvement.

Exercise Program Recommendations

Current exercise program is evaluated and modifications and recommendations are made. Exercise program design can take place or simply modifying current exercise routine.

MINUTES OF THE REGULAR MEETING OF
THE MONTCLAIR PUBLIC WORKS COMMIT-
TEE HELD ON THURSDAY, OCTOBER 27,
2011, AT 2:00 P.M. IN THE CITY HALL
CONFERENCE ROOM, 5111 BENITO STREET,
MONTCLAIR, CALIFORNIA

I. CALL TO ORDER

Chairman Paulitz called the meeting to order at 2:00 p.m.

II. ROLL CALL

Present: Chairman Paulitz; Committee Member Eaton; Director of Redevelopment/Public Works Staats; City Engineer Hudson; Facilities and Grounds Superintendent McGehee; Police Lieutenant Avels; Public Works Superintendent Mendez

Also Present: **Kim Medeiros, Buena Vista Arts-integrated Magnet School; Jesus Carranca, Montclair resident; Enrique Rodriguez, Montclair resident; and Hank Voznick, Montclair business owner**

Absent: Police Chief Jones; Director of Community Development Lustro

III. APPROVAL OF MINUTES

A. Minutes of Regular Public Works Committee Meeting of May 19, 2011

It was the consensus of the Public Works Committee to approve the minutes of the regular Public Works Committee meeting of May 19, 2011.

IV. PUBLIC COMMENT – None, though a number of individuals attended regarding agenda items.

V. TRAFFIC SAFETY/CIRCULATION ISSUES

A. Discussion of Left-Turn Restrictions at Buena Vista Arts-integrated Magnet School

Ms. Kim Medeiros, Elementary Administrator, was present as a representative of Buena Vista Arts-integrated Magnet School

located on the southwest corner of San Bernardino Street and Benson Avenue. The school eliminated the left turning movements from westbound San Bernardino Street southbound into the parking lot. The restriction is currently posted but is not legal until it is authorized by the City. The turning restriction is based on school hours between 7:30 a.m. and 3:00 p.m. City Engineer Hudson expressed his belief the turning restriction is appropriate and consistent with the **Manual on Uniform Traffic Control Devices (MUTCD)** but recommends adding a second sign on the west side of the driveway to provide two sign indications prohibiting the left-turn movement during school hours. The Committee had no objection to the City putting up the second sign. The only concern the school has is since parents cannot make a left turn at the driveway, they make U-turns further west on San Bernardino Street; and there have been several close calls. The only way to prohibit the U-turns is to add double-double yellow lines all the way to Vernon Avenue, which will move the U-turns to Vernon Avenue. The Committee will consider this option if accidents become a problem. City Engineer Hudson expressed his belief the only way the signage is going to be effective is if periodically traffic enforcement rotates from school to school. Lieutenant Avels indicated that school patrol rotation is standard operating procedure.

In addition to the left-turn restriction at this school, staff has been looking at prohibiting left turns into and out of other school parking lots during certain hours to improve circulation and safety. **Montclair High School** is one of the schools that will be reviewed. The left turns into and out of the parking lot at **Montclair High School** are a serious problem. This is a location where traffic should be restricted to right-in and right-out during most hours of the day as a safety precaution.

The Committee had no objection to either the traffic signage proposed at **Buena Vista Arts-integrated Magnet School** or to the study of turning restrictions at other schools within the City.

B. Request for Speed Bumps at Two Locations

City Engineer Hudson reported that the last speed bumps installed in the City were on San Bernardino Court about twelve years ago. Some cities have adopted formal policies regarding the installation of speed bumps. They will install speed bumps if there is a request signed by some percentage of the residents on the street, as much as 75 percent of those impacted; some cities have adopted strict policies prohibiting the installation of speed bumps on public streets; and other cities review requests on a case-by-case basis. Generally, the City Engineer has recommended against the installation of speed bumps for a number of reasons including:

- Slower response time for emergency vehicles
- Increased fuel consumption
- Increased pollution from carbon monoxide and carbon dioxide
- Potential problems for the elderly and other people with brittle bones
- Increased noise levels from acceleration, deceleration, and scraping across the speed bumps
- Increased liability exposure to the City for accidents

Speed bumps have also been shown to be a problem for motorcyclists and bicyclists. Speed bumps are not an approved traffic-control device under **California Department of Transportation (Caltrans)** standards or the **MUTCD**. Speed bumps can also be a problem for the street sweepers. City Engineer Hudson noted he recommends against them from an engineering and liability standpoint. In support of speed bumps, however, he reported that they do tend to slow down the majority of people. In some places, speed bumps are appropriate as long as they are constructed properly, the signage is correct, and there are not too many of them. Following are the three different types of speed bumps: an abrupt bump, a more elongated speed hump, and an even broader speed table. The speed bump is the most radical and the most dangerous but may be the most effective. The speed table and the speed hump are less likely to cause damages and would also tend to slow drivers.

- Howard Street between Monte Vista Avenue and Ramona Avenue – **Howard Elementary School**

The request for speed bumps in this area came from **Mr. Aaron Adams**, a resident on Howard Street. In addition to speed bumps, **Mr. Adams** requested a crosswalk in front of the school.

- Kingsley Street between Monte Vista Avenue and Ramona Avenue

Two residents, **Jesus Carranca** and **Enrique Rodriguez**, who both reside at 4792 Kingsley Street, voiced their concerns about people speeding through their neighborhood and vehicles being sideswiped. There are no stop signs on Kingsley Street between Ramona and Monte Vista Avenues. They would be helpful at both Tudor Avenue and Kingsley Street and Helena Avenue and Kingsley Street. People who want to avoid all of the lights and police officers on Holt Boulevard will take Kingsley Street since there are fewer lights. Resident **Jesus Carranca's** car has been sideswiped and crashed into on three separate occasions, and they have all

been hit-and-run accidents. There was also an incident in which two kids ran into the street and were hit by a car. The speed limit is currently set at 35 miles per hour; and it would be unenforceable at a lower speed. Public Works Superintendent Xavier Mendez expressed his belief that one of the biggest problems in that neighborhood is so many cars park on both sides of Kingsley Street, limiting sight distance for people pulling out of driveways along the street. He expressed his opinion that speed bumps would not help; it would be more effective to place a three-way stop at the intersection of Kingsley Street and Helena Avenue. Staff is going to check if there are enough warrants to merit a stop sign at the location since it is midway between Monte Vista and Ramona Avenues, which would put it at a quarter mile. Under state laws, stop signs cannot be installed to slow traffic; but if it meets the warrants, then it could be installed.

In response to both requests for speed bumps, the Committee directed City Engineer Hudson to survey the residents on Kingsley and Howard Streets and report their support or opposition at the next Public Works Committee Meeting. The Committee also requested accident history within these limits for the last five years for Kingsley and Howard Streets.

VI. POLICE DEPARTMENT UPDATES/ITEMS

Patrol Officers have been enforcing traffic laws around **Montclair High School**. Enforcement itself causes a problem because of the narrowness of Benito Street and the number of cars parked on the street. Routine traffic stops block the street and cause more congestion. Patrol has been enforcing such violations as impeding the flow of traffic and stopping on the south side in the bus zone. School Resource Officer David Taylor is usually onsite providing manual traffic direction and management.

VII. COMMUNITY DEVELOPMENT DEPARTMENT UPDATES/ITEMS

Director of Community Development Lustro was absent from the meeting.

VIII. PUBLIC WORKS DEPARTMENT - MAINTENANCE ACTIVITIES UPDATES/ITEMS

A. Tickets on Street Sweeping Days

Public Works Superintendent Mendez asked if tickets are still being issued on street sweeping days; if so, could they be issued at 7:00 a.m. instead of 8:00 a.m. He noted the street sweeper has already swept a large portion of the streets by 7:00 a.m., though

many residents wait until 8:00 a.m. to move their vehicles. The major hot spots are between Mills and Ramona Avenues, between Central and Fremont Avenues, and north of San Bernardino Street to Palo Verde Street.

B. Chitalpa and Cupania Trees

About 14 years ago, Cupania trees were added to the street tree list and have become a huge problem in the last four years. The trees are very brittle and have branches that tend to snap, they drop seed pods that have caused a few individuals to twist their ankles, they require frequent maintenance (see item D), and the surface roots on the Cupania trees tend to lift sidewalks more quickly than other City trees.

The Chitalpa was also just recently added to the tree list; these trees also require a lot of maintenance. The trees grow a lot of suckers at the base, and some of the homeowners choose not to maintain the tree because they believe it is the City's responsibility to do so.

Chairman Paulitz requested the tree policy be brought back to the Committee for further discussion and recommendations. Director of Redevelopment/Public Works Staats suggested staff review the tree policy with our arborist who might be able to recommend suitable replacement trees for the Cupania and Chitalpa.

C. Curb Cut/Handicap Ramp Policy in Residential Areas (including recent request at 4620 Evert Street)

Two residents with disabilities (one uses crutches, the other is in a wheelchair) who reside at 4620 Evert Street contacted Public Works Superintendent Mendez regarding a handicap ramp. Their home is at the northeast corner of Evert Street and Felipe Avenue, and their driveway is located on Felipe Avenue at the west side of the northern portion of the property. When they park in front of their residence on Evert Street, they can only access their driveway by going around to the back. They are requesting to cut out a wheelchair ramp to connect to their private walkway for easier access. There are no sidewalks in that neighborhood.

The Committee suggested the following two options:

1. The residents could hire a contractor to perform the work; the City will waive permit and inspection fees.
2. They could wait until the City has the funding to do the work.

D. West Coast Arborists Trim Levels of Service

Years ago when the City negotiated a contract with West Coast Arborists, the company gave the City the option of the following three different trim levels: A level, B level, and C level. The City has always opted for C level; this level is the minimum trim and includes skirting, deadwood, removal of some of the heavier branches, and trimming a few branches. The current cost of C level trimming is \$45 per tree. The next level up is the B level which costs about \$75 per tree. Given the number of trees for which the City is responsible, this level would significantly increase the Department's tree budget. Finally, there is an A level trimming that was just completed around City Hall. This level includes additional trimming, shaping, and removal of all deadwood and costs about \$110 per tree. The Public Works Department has only budgeted to trim trees once every five years. All of the problems with the Cupania, Chitalpa, and Liquidambar trees have really made a dent in the Public Works budget. In response to the Committee's inquiry as to the total number of City trees, a complete inventory was done recently; and all the information, including the location of each type of tree, is now contained in a GIS database. Trees in the right-of-way have not been addressed in the tree policy; it would be a good idea to add them now and recommend the Council authorize the addition as part of the tree policy.

See Committee action under VIII.B above.

IX. PUBLIC WORKS DEPARTMENT ENGINEERING DIVISION UPDATES/ITEMS

A. Request for Median Break on Central Avenue south of Howard Street

Mr. Hank Voznick asked for a median break on Central Avenue just south of Howard Street. He owns property on the east side of the street. Several tenants own auto repair and service businesses.

City Engineer Hudson displayed an aerial photograph of the location. He noted a median break farther south of **Mr. Voznick's** requested location was closed as a condition of the development across the street. Prior to the median break being closed, he advised that it was possible for southbound cars to make U-turns, though the turns were not considered safe because the median break lacked a left-turn pocket and motorists making U-turns would come nearly to a complete stop in the No. 1 southbound lane. Once the median break was closed, he stated that drivers could only access **Mr. Voznick's** property by making U-turns at Phillips Boulevard.

Mr. Voznick's request is for a median break and turn pocket that would allow U-turn movements from southbound Central Avenue into his driveway. It would be designed in such a way that left-turn movements out of the driveway would be prevented.

City Engineer Hudson reported that despite the median break location being on a slight curve in the alignment of Central Avenue, he saw no sight distance or safety concerns with the median break so long as it includes a left-turn pocket. The work would include removal of four trees, demolition of existing curb and gutter and installation of new curb and gutter for the turn pocket and median break, relocation of the irrigation controller and backflow device, and landscape restoration. If it is done as a City project at prevailing wage, he noted the estimated cost would be \$60,000. City Engineer Hudson noted he is unaware of any policy prohibiting the median break and that there are many median breaks along the Central Avenue median allowing access to business. The previous median break aligned with a driveway to an undeveloped parcel used intermittently as a strawberry field. The new median break would line up with the entrance driveway to the auto repair center.

The Committee did not object to the median break, but was concerned as to who would pay for the work. This work would be a benefit to the property owner and to the businesses. If there was some justification for the City contributing funds to the project, the entire project would be subject to prevailing wage. The cost estimate provided by the City was assuming prevailing wage. In an earlier letter to the Mayor, **Mr. Voznick** stated he was willing to pay for half of the work but believed the developer who closed the median in the first place should bear some of the cost to construct a new one. City Engineer Hudson advised that the developer was long gone.

The Committee expressed its willingness to consider some City participation in the cost, but there needs to be an agreement on what the cost is going to be. City Engineer Hudson noted he would determine a refined estimate with a City contractor. **Mr. Voznick** was advised to get his own estimate and compare it to the City's estimate and see if City participation is cheaper for Mr. Voznick or if it is cheaper for him to do everything himself. **Mr. Voznick** is requesting the specifications required by the City. City Engineer Hudson can supply the specifications for a median break and the turn pocket for **Mr. Voznick**.

B. County Request for Cooperative Agreement for Repair to Various Streets

The **County of San Bernardino** would like to do some improvements on some streets that are jointly located in the City and

County. The streets it would cover are a portion of Central Avenue between Phillips Boulevard and State Street, Grand Avenue, Howard Street, Monte Vista Avenue, Phillips Boulevard, and Ramona Avenue. The **County** has not specified the sort of treatment they are going to provide. Considering the amount of money involved, City Engineer Hudson expressed his belief that it would not be a complete reconstruction—more likely a seal coat or thin cap. If the **County** is willing to take the lead in doing the projects and the City just needs to contribute some funds, it would be worthwhile to proceed with a cooperative agreement with the **County**.

The Committee requested City Engineer Hudson to obtain more information about the work and return a report to the Committee at its next meeting. [Subsequent to the meeting, the **County** reported to the City that the proposed work would be slurry seals.]

C. **Monte Vista Avenue/I-10 Interchange Reconstruction Study**

The Monte Vista Avenue/I-10 interchange is one of 33 interchanges studied by the **San Bernardino Associated Governments (SANBAG)** as part of its Nexus Study. The westbound ramps at the interchange were constructed early with the freeway construction. About 20 years ago the eastbound ramps were added. The current interchange configuration is inadequate. It is not as bad as some interchanges in other areas of the county, but it is bad enough to be ranked number 10 out of the 33 interchanges analyzed. A complete reconstruction, similar to the work performed 13 years ago at the Central Avenue interchange, is required. Unlike the Central Avenue interchange reconstruction project, which was done in conjunction with other major freeway work by **SANBAG** and **Caltrans**, the reconstruction of the Monte Vista Avenue interchange would likely be a standalone project. **SANBAG** estimated the project would cost \$23 million. City staff felt the estimate was considerably low and would likely cost at least \$50 million. The City submitted that cost estimate to **SANBAG** last summer in response to a request from **SANBAG** for updated costs no later than August. The City then requested a study be conducted by a consultant to determine the extent of work and right-of-way acquisition required in order to comply with all current **Caltrans** standards. The intent of the study was to determine cost for a "worst case scenario." The study concluded that the actual cost, without the need for any **Caltrans** design exceptions or modifications of any standard requirements, would be \$110 million. The right-of-way cost alone would be expected to be \$52 million as there are significant impacts to business and residential properties. It's likely that some design exceptions will ultimately be approved by **Caltrans**. City Engineer Hudson displayed an exhibit depicting the proposed work.

The requirement for the Nexus study by **SANBAG** is spelled out in the Measure I reauthorization. If any agency expects to use Measure I funds for improvements of any project on the NEXUS network of projects, the agency is expected to have a means of collecting from developers for the impacts the developer is causing on that project. The Monte Vista Avenue/I-10 interchange is part of that network of projects. The original transportation development impact fees for this project were based on a total project cost of \$23 million. The City also developed various fees for local and other regional projects as well. The City's transportation development impact fees are amongst the lowest in the County.

The results of this study are significant at this time because the City typically adjusts the development impact fee in December. There haven't been adjustments made in two years because the construction cost index used for adjusting fees has either been flat or actually decreased. The project cost for the interchange project, based on the recent study, has more than quadrupled, and with the project constituting the majority of the City's regional transportation development impact fee, the increased cost would likely quadruple the fee as well.

The Public Works Committee considered the following options:

1. Remove the interchange project from the Nexus list. This option is not recommended because at some point the project will be needed and local funds will not be sufficient for the project. The City will need federal and Measure I assistance to construct the project. Without development impact fees, there will be no opportunity for either.
2. Stay with the recently submitted revised estimate of \$50 million. This estimate may be adequate depending on the ultimate design.
3. Advise **SANBAG** of the cost increase based on the new estimate of \$110 million.

City Engineer Hudson recommended staying with the \$50 million estimate and recalculating the development impact fees based on this estimate. The revised development impact fee would be brought to a future City Council meeting as a resolution for approval. The fee would be applicable for all new development including those developments currently planned in the North Montclair Downtown Specific Plan area. The Committee concurred with this recommendation.

D. Monte Vista Avenue/UPRR Grade Separation – NEPA Study Funding

City Engineer Hudson reported to the Committee that the Monte Vista Avenue/UPRR Grade Separation Project began in 2001 with 100 percent funding through the **Traffic Congestion Relief Program (TCRP)** and the potential for an additional \$5 million available through the **California Public Utilities Commission's (CPUC) Grade Separation Program**. The **California Environmental Quality Act (CEQA)** process was completed in 2001, and the design right-of-way acquisition began shortly thereafter. In 2003, just as the City began making right-of-way acquisition offers, the state withdrew all the **TCRP** funds. The **CPUC** funds were still available but could only be tapped after a construction contract was awarded.

In 2005, the state was able to restore some of the **TCRP** funding, and the right-of-way acquisition process was reinitiated. That process is now complete, but not without the addition of some City Redevelopment Agency funds. The partial restoration of **TCRP** funds proved inadequate when increased right-of-way costs were factored in.

Because of the withdrawal of most of the **TCRP** funds, the City began looking for alternative sources of funding including federal funds. Through **Congressman David Dreier's** office, the City was able to secure \$1.6 million. With the right-of-way acquisition work completed, City staff met with **Caltrans** to discuss federal environmental requirements. Although the **CEQA** process was completed years earlier and was still valid, there had been no need to comply with **National Environmental Policy Act (NEPA)** requirements because no federal funds were contemplated. Now that federal funds are going to be used, **NEPA** compliance is mandatory.

It had been the City's intent to use some of the federal funds for **NEPA** compliance. City Engineer Hudson met with **Caltrans** a few weeks ago to discuss the **NEPA** compliance process. **Caltrans** informed the City that using federal funds for **NEPA** compliance would be problematic. Environmental work is supposed to be done prior to any design taking place. The City complied with this requirement by getting **CEQA** clearance prior to commencing and completing design. Unless both the City and **Caltrans** are willing to throw out the current design and begin the process from scratch, federal funds cannot be used for **NEPA** compliance. The situation was discussed with **SANBAG**. **SANBAG** suggested the City pay for the **NEPA** process using local funds. **Caltrans** has no issue with the City performing **NEPA** work using its own funds. If local funds are used, **Caltrans** could review and approve all of the City's documents.

City Engineer Hudson discussed the **NEPA** compliance needs with the consultant that assisted with **CEQA** clearance, design, and the right-of-way process for the City. A proposal for the additional environmental services was requested and provided. The proposal was submitted with two options:

1. Option 1. Approximately \$180,000 if an air quality study is required. An air quality study would be required if the project adds additional lanes to Monte Vista Avenue. There is a 150-foot segment of Monte Vista Avenue south of the railroad tracks that only has three lanes. By widening Monte Vista Avenue to four lanes throughout the project limits, the additional lane would require the air quality study. The **NEPA** compliance process would also require another two to three months to complete.
2. Option 2. Approximately \$160,000 if the air quality study is not required.

Gentry Brothers, Inc., (GBI) is currently under contract with the City for Phase 9 improvements on Mission Boulevard. Another contractor, **Lee & Stires**, is also under contract with the City for improvements on Fremont Avenue south of Howard Street. Proposals were requested from both companies for paving out the missing portion of the No. 2 northbound lane of Monte Vista Avenue. **GBI** was the lower of the two proposals at \$18,000. A change order could be issued to **GBI** to include this additional work. Measure I can be used to fund the additional work as work associated with the Monte Vista Avenue/UPRR Grade Separation Project that is included in the Measure I Expenditure Plan.

The Committee concurred with staff's recommendation for additional lane paving on Monte Vista Avenue, Measure I funding, and amending the Agreement with **AECOM** (formerly **LAN Engineering**) to provide the **NEPA** compliance documentation without an air quality study.

E. Emergency Generator Fuel Filling Modifications at the Police Department Facility

Two emergency generators were built as part of the Police Department construction. Both generators draw from a common fuel tank. City Engineer Hudson displayed an aerial photo of the facility and pointed out the locations of the generators, fuel tank, and tank filler area. One of the problems that is occurring is there is a drain inside the generator enclosure. The intent of the drain is to capture any fuel spillage. Any spillage sets off an alarm. Rainwater captured by the drain also sets off the alarm; and since the generator enclosure has no roof, rainwater causes many false alarms. The drain and the alarm system are necessary because of

the remote fueling system designed into the facility. The remote fueling system includes about 50 feet of underground pipe. Anything underground must be monitored for leakage. Eliminating the underground pipe eliminates the need for the drain, monitor, and alarm.

Staff has attempted to fix the problem using various methods to no avail. Facility and Grounds Superintendent McGehee received a proposal for eliminating the remote fuel filler area and placing the filler on the wall of the generator enclosure. Everything would be placed above ground next to the fuel tanks so it would eliminate the alarm system and monitoring equipment. The cost is a little under \$10,000.

The Committee concurred with staff's recommendation for elimination of the remote fuel filler and directed staff to find the appropriate source of funds for the work.

F. Closure of Caroline Street at Benson Avenue

A request has been made to close the pedestrian access between Caroline Street and Benson Avenue. The Committee addressed this issue approximately three years ago. City Engineer Hudson displayed an aerial photo of the area depicting a cul-de-sac at the east end of Caroline Street with a walkway between the end of the cul-de-sac and Benson Avenue. Three years ago, a resident circulated a petition to have the walkway closed to reduce crime opportunities that received the support of approximately twelve individuals. At that time, the Committee asked if the wall was on public or private property. It was found that the existing wall is on private property but the wall that would close the gap would be within the public right-of-way. It could be closed with an ornamental iron fence and a gate for emergency access and maintenance. However, it does not make sense to install a six-foot ornamental iron fence when the wall on either side will only be 42 inches tall. The existing walls would have to be raised to six feet high to make it effective. One of the reasons this item did not move forward three years ago is because the property owner on the south side of the cul-de-sac was not interested in closing the walkway. The owner has since sold the property, and the new owner is in support of closing the walkway. If the wall is going to be raised and the walkway closed off, additional hedges should be planted as a means of controlling the graffiti.

When this item was discussed three years ago, it was the Committee's opinion that the City would close the walkway if the residents pay the costs for work in private property areas. Resident **Maria Lopez** indicated she would discuss the matter with her neighbors and get back to City Engineer Hudson; but he has yet to hear back from her. One of the other reasons the residents gave for walkway

closure is the "considerable" number of burglaries in the area. Crime statistics were pulled from 2009 until 2011 for the 5500-5700 block of Caroline Street. There were no reports in 2009; four reports were taken in 2010, two of which were burglaries and the other two were for petty theft; in 2011, there were two reports of burglaries. Lieutenant Avels indicated the crime statistics are not overly high.

The Committee suggested surveying the residents since the petition was signed in 2008 and more of the properties may have changed hands besides the one noted. The Committee also agreed to waive the encroachment permit fee for the residents to build the wall in the City's right-of-way.

G. Parking Restrictions at Kingsley Street and Amherst Avenue

This item is brought to the Committee's attention by Mayor Pro Tem Raft. On street sweeping days, weekends, and evenings, there is a sight distance issue. City Engineer Hudson reviewed a map of the area depicting the sight distance issues. Mayor Pro Tem Raft would like to eliminate parking on the south side of the street to improve visibility. When the street sweeper comes through the neighborhood, the residents move their cars to Kingsley Street. Restricting parking would simply move the problem somewhere else. There is also no accident history at this location for the sight distance issue. There have been numerous complaints from the property owners regarding the restricted parking on Amherst Avenue.

The Committee believes that adding more red curb would create more parking issues in the area. The Committee did not recommend taking any further action in restricting parking.

H. Parking Restriction at Kingsley Street and Fremont Avenue

This item is brought to the Committee's attention by Mayor Pro Tem Raft. On street sweeping days, weekends, and evenings, there is a sight distance issue. Street sweeping takes place on Monday, and the additional cars parked on the north side of Kingsley Street creates a sight distance issue. There is no red curb along the north curb line. Twenty to thirty feet of red curb could be placed on the north curb line without improving the situation.

The Committee action is the same as for IX.G above.

I. Additional Cellular Service Provider at the Alma Hofman Park Cellular Tower

The service provider for the cellular tower at Alma Hofman Park was **T-Mobile** until it was sold to **Mobilitie**. Major companies like

T-Mobile recoup their development costs by selling the lease. Another service provider would like to be added to the antenna. The company is asking for more space for its equipment and is asking the City to rent space in the Youth Center parking lot. The company made an offer to pay \$800 a month to rent the space for its equipment. In the past, nothing has been leased for as low as \$800 a month. Director of Public Works/Redevelopment Staats suggested the City ask a minimum of \$1,200 per month.

Another offer has been made on the MacArthur Park cellular tower location. **Tower Company** is the current owner of the cellular tower. Many cellular tower companies do not like paying on a monthly basis, preferring to pay one lump sum. **Tower Company** is currently paying the City \$2,001.49 per month. The company's lease expires on February 14, 2030; and the company is willing to give the City \$300,000 to take over the lease. If the City is not willing to take the money in the first offer, the company proposed a 30-year extension to the lease through February 14, 2065 [2060?]. **Tower Company** wishes to continue to pay the \$2,001.49 but not pay the escalator every year; it would prefer to pay it every five years and pay 20 percent per renewal period as an escalator. The escalator in the current lease is 4 percent per year. There would be an increase of \$45,000 between now and 2065 [2060?].

The Committee would like to keep the current Agreement and keep the escalator at 4 percent every year.

X. CAPITAL PROJECT UPDATES

City Engineer Hudson reported the status of the following capital improvement projects:

A. Mission Boulevard Improvement Project

All phases are complete. The City is now in the landscape maintenance period for Mission Boulevard Phase 9 (from Pipeline Avenue to the county line).

B. Monte Vista Avenue Grade Separation Project

See Section IX.D report.

C. Community Center Restrooms

The Community Center restrooms are not **Americans With Disabilities Act**-compliant and are inadequate for the size of the building. **Wheeler and Wheeler Architects** is preparing the design; it should be completed by the end of the year.

Chairman Paulitz received the following two complaints:

- Senior Center women's restroom door opens inward, making it difficult for someone in a wheelchair to exit the restroom. He suggested putting in a pressure plate for easier access and to change the hinges so the door opens outward. Facilities and Grounds Superintendent McGehee received a pressure plate quote of \$8,000 if he does the electrical work for both the men's and women's restroom doors.
- Employees continue to park City vehicles in the public Civic Center parking lot, limiting parking for the public. Department heads should advise their employees to park in the back lots to reserve space for those having business at the Civic Center.

D. Fremont Avenue Improvement Project – Phase II

This phase of Fremont Avenue improvements is located just south of Howard Street and involves construction of curb, gutter, and sidewalk. The project is currently under construction; and the curb, gutter, curb return, and cross gutter have been poured. The contractor is working on drive approaches the remainder of the week, and the street should be paved by the following week.

E. Intersection Improvement Project – Phase II

This project is the follow-up to last year's intersection repair project at various locations. The three current locations that will be worked on are Holt Boulevard/Ramona Avenue; Palo Verde Street/Central Avenue; and Monte Vista Avenue/Arrow Highway. The design is far enough along that staff was able to get a cost estimate of about \$500,000 for all three intersections and some repair work on Carrillo Avenue that is also going to be included in this project. Funding for the project is provided by local stimulus funds through SANBAG. The City has until June 2013 to spend the funds.

The local stimulus funds alone would not be sufficient to complete all the work. City Engineer Hudson recommended using 2006 Proposition 1B Transportation Bond Act funds, which must be spent by next year. The Committee concurred.

F. Police Impound Yard

The Police Impound Yard is now in operation, and a workshop will be held sometime next year to report on income received by the facility and any changes that might need to be made.

G. Mills Avenue Rehabilitation

Chairman Paulitz noted he has received some complaints about motorists passing in the bike lane and requests from some individuals to return the street to two lanes. There have also been compliments received from people who ride their bicycles. Chairman Paulitz asked if there was room for two lanes each direction with parking and a bike lane. City Engineer Hudson responded that there was not.

H Alma Hofman Park Improvements

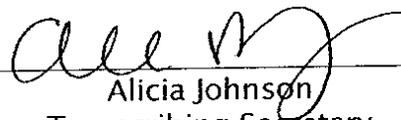
The gazebo has been constructed, and the parking lot has been graded and is ready to be paved. The contractor will begin paving on Monday and stripe toward the end of the week. City Engineer Hudson stated it is staff's recommendation to implement an overnight parking restriction at the park.

It was the consensus of the Committee to place a sign at the park restricting overnight parking.

XI. ADJOURNMENT

At 4:15 p.m., Chairman Paulitz adjourned the Public Works Committee.

Submitted for Public Works Committee approval,


Alicia Johnson
Transcribing Secretary

**MINUTES OF THE MEETING OF THE MONTCLAIR
PERSONNEL COMMITTEE HELD ON MONDAY,
DECEMBER 5, 2011, AT 7:45 P.M. IN THE CITY
ADMINISTRATIVE OFFICES, 5111 BENITO STREET,
MONTCLAIR, CALIFORNIA**

I. CALL TO ORDER

Mayor Eaton called the meeting to order at 7:45 p.m.

II. ROLL CALL

Present: Mayor Eaton; Council Member Ruh; and City Manager Starr

III. APPROVAL OF MINUTES

**A. Minutes of the Regular Personnel Committee Meeting of
November 21, 2011.**

Moved by City Manager Starr, seconded by Council Member Ruh,
and carried unanimously to approve the minutes of the Personnel
Committee meeting of November 21, 2011.

IV. PUBLIC COMMENT - None

V. CLOSED SESSION

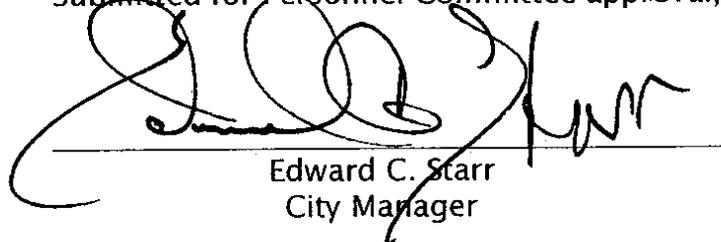
At 7:46 p.m., the Personnel Committee went into Closed Session
regarding personnel matters related to appointments, resignations/
terminations, and evaluations of employee performance.

At 8:20 p.m., the Personnel Committee returned from Closed Session.
Mayor Eaton stated that no announcements would be made at this time.

VI. ADJOURNMENT

At 8:20 p.m., Mayor Eaton adjourned the Personnel Committee.

Submitted for Personnel Committee approval,



Edward C. Starr
City Manager

CITY OF MONTCLAIR
TREASURER'S REPORT
FOR THE MONTH ENDING
November 30, 2011

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SCHEDULE 3:
STATEMENT OF CASH AND INVESTMENT ACCOUNTS

GRAPH
CASH AND INVESTMENTS BY ACCOUNT

**CITY OF MONTCLAIR
STATEMENTS OF COMPLIANCE WITH THE 2011 INVESTMENT POLICY
AND
INVESTMENT STRATEGY FOR DECEMBER 2011**

November 30, 2011

COMPLIANCE STATEMENT

As of November 30, 2011, the City had \$10,048,714 invested in long-term securities. This amount is 29.31 percent and is within the 50 percent limitation established in the 2011 investment policy.

As of November 30, 2011, the City had 69.23 percent of the total portfolio invested to mature within one year. This is more than the 15 percent minimum required by 2011 investment policy.

During November, the City was in compliance with the internal control procedures set forth in the 2011 Investment Policy.



Michael Piotrowski
Senior Accountant

INVESTMENT STRATEGY FOR THE MONTH OF DECEMBER 2011

During December surplus moneys will be invested in the Local Agency Investment Fund and other investments authorized in the 2011 Investment Policy. The City has sufficient funds available to meet expenditures during the six month period ending May 31, 2012.

CITY OF MONTCLAIR
STATEMENT OF CASH AND INVESTMENTS BY FUND
AS OF November 30, 2011

<u>Fund</u>	<u>Beginning Balance</u>	<u>Receipts</u>	<u>Disbursements</u>	<u>Interfund Transfers</u>	<u>Ending Balance</u>
General Fund	\$17,610,867.19	\$2,269,894.51	\$2,977,848.96	\$6,078.94	\$16,908,991.68
Gas Tax Fund	\$3,108,636.77	\$122,849.59	\$140,925.67	\$0.00	\$3,090,560.69
Measure I Fund	\$920,260.71	\$39,414.21	\$370,196.09	\$0.00	\$589,478.83
Traffic Safety Fund	\$399,186.08	\$5,431.84	\$0.00	\$7,611.28	\$412,229.20
Automated Traffic Enforcement	(\$438,837.01)	\$0.00	\$0.00	\$0.00	(\$438,837.01)
Park Development Fund	\$356,338.36	\$1,540.84	\$12,632.23	\$0.00	\$345,246.97
C.D.B.G. Fund	\$1,066,342.76	\$370,528.74	\$689,212.11	\$0.00	\$747,659.39
Air Quality Improvement Trust Fund	\$70,369.66	\$1,593.52	\$3,333.14	\$0.00	\$68,630.04
Older American Fund	(\$8,025.44)	\$4,035.48	\$9,633.12	\$0.00	(\$13,623.08)
Forfeiture Fund - State	\$4,043.42	\$0.00	\$0.00	\$0.00	\$4,043.42
OCJP Grant Fund	(\$76,718.53)	\$0.00	\$0.00	\$0.00	(\$76,718.53)
SB 509 Public Safety Fund	(\$135,488.20)	\$22,871.00	\$18,988.83	\$0.00	(\$131,606.03)
Section 11489 Subfund	\$20,391.93	\$0.00	\$0.00	\$0.00	\$20,391.93
Federal Forfeiture Fund - Treasury	\$230.58	\$0.00	\$0.00	\$0.00	\$230.58
School Districts Grant Fund	(\$621,887.14)	\$0.00	\$10,638.25	\$0.00	(\$632,525.39)
State Supplemental Law Enforcement Fund	\$125,382.55	\$0.00	\$17,370.49	\$0.00	\$108,012.06
Local Law Enforcement Block Grant	\$109,729.86	\$0.00	\$0.00	(\$13,690.22)	\$96,039.64
Crime Prevention Fund	\$10,934.18	\$36.85	\$0.00	\$0.00	\$10,971.03
Recycling Grant	\$2,998.61	\$0.00	\$0.00	\$0.00	\$2,998.61
Human Services Grant Fund	\$685,113.08	\$139,461.22	\$163,170.34	\$0.00	\$661,403.96
California Nutrition Network Grant Fund	(\$28,723.38)	\$532.79	\$6,401.92	\$0.00	(\$34,592.51)
Human Services Special Revenue Grant	(\$25,964.68)	\$300.00	\$428.41	\$0.00	(\$26,093.09)
Office of Traffic Safety Grant Fund	\$2,917.67	\$0.00	\$0.00	\$0.00	\$2,917.67
Paramedic Fund	(\$43,430.06)	\$4,083.99	\$13,744.83	\$0.00	(\$53,090.90)
Ramona Ave. Grade Separation	\$1,202,519.30	\$80,764.91	\$937.50	\$0.00	\$1,282,346.71
Monte Vista Ave. Grade Separation	(\$1,201,074.99)	\$0.00	\$338.19	\$0.00	(\$1,201,413.18)
Police Facility Capital Project	(\$978,562.12)	\$0.00	\$0.00	\$0.00	(\$978,562.12)
Senior/Youth Center Capital Projects	(\$2,888,943.18)	\$0.00	\$0.00	\$0.00	(\$2,888,943.18)
Parking Lot Expansion Capital Project	(\$1,360.76)	\$0.00	\$0.00	\$0.00	(\$1,360.76)
Capital Projects	\$16,239.00	\$1,908.49	(\$576,207.00)	\$0.00	\$594,354.49
Sewer Maintenance Fund	\$710,927.11	\$242,318.86	\$200,914.04	\$0.00	\$752,331.93
C.B.M.W.D. Agency	\$1,023,020.27	\$10,368.91	\$294,724.00	\$0.00	\$738,665.18
Equipment Replacement Fund	\$1,236,443.13	\$0.00	\$1,322.61	\$0.00	\$1,235,120.52
Infrastructure Fund	\$984,030.87	\$0.00	\$0.00	\$0.00	\$984,030.87
Employee Benefits Self-Ins. Fund	\$329,145.75	\$51,243.81	\$81,404.13	\$0.00	\$298,985.43
General Liab. Self-Insurance Fund	\$196,254.15	\$0.00	\$442.96	\$0.00	\$195,811.19
Contingency Fund	\$10,851,998.56	\$501,250.00	\$0.00	\$0.00	\$11,353,248.56
Refuse Fee Impound Fund	\$365,983.34	\$18,929.24	\$7,359.15	\$0.00	\$377,553.43
Youth Sponsorship Fund	\$86,291.24	\$0.00	\$0.00	\$0.00	\$86,291.24
City Facility Improvement Fund	(\$206,607.50)	\$0.00	\$0.00	\$0.00	(\$206,607.50)
TOTALS	<u><u>\$34,840,973.14</u></u>	<u><u>\$3,889,358.80</u></u>	<u><u>\$4,445,759.97</u></u>	<u><u>\$0.00</u></u>	<u><u>\$34,284,571.97</u></u>

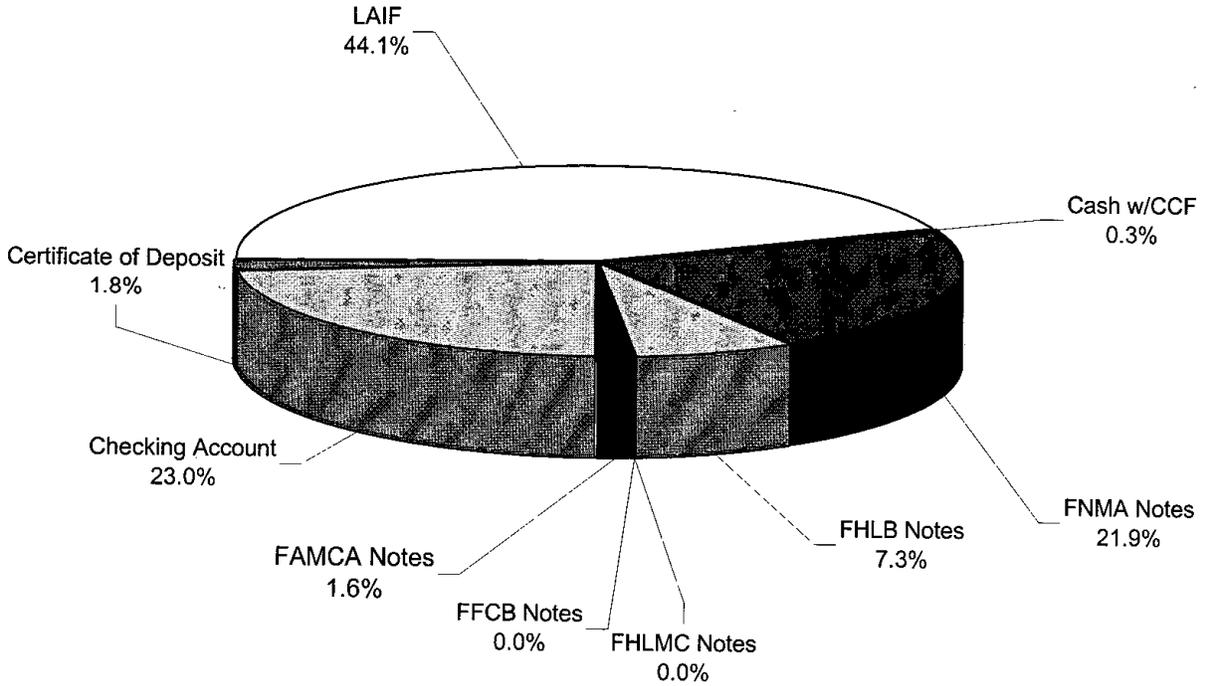
CITY OF MONTCLAIR
STATEMENT OF CASH AND INVESTMENT ACCOUNTS
AS OF November 30, 2011

	Par Value	Purchase Date	Maturity Date	Coupon Interest Rate	Current Market Value	Balance at Cost	Totals
CHECKING ACCOUNT							
Wells Fargo Bank				0.500%			\$ 7,889,585.81
CASH W/FISCAL AGENT, CD's, LAIF DEPOSITS, AND SHORT-TERM U.S. AGENCY SECURITIES							
CD - Metlife Bank		11/10/10	11/12/13	1.300%	240,000.00	240,000.00	
CD - GE Money Bank		11/12/10	05/12/13	1.000%	240,000.00	240,000.00	
CD - Ally Bank		11/12/10	11/12/13	1.350%	148,000.00	148,000.00	
Local Agency Investment Fund (LAIF)				0.380%	15,131,981.06	15,131,981.06	
Cash w/California Community Foundation				Unknown	86,291.24	86,291.24	
					<u>\$ 15,846,272.30</u>		<u>\$ 15,846,272.30</u>
U.S. AGENCY SECURITIES (1 to 3 years)							
FHLB	500,000	04/27/11	12/27/13	1.250%	501,855.00	500,000.00	
					<u>\$ 501,855.00</u>		<u>\$ 500,000.00</u>
U.S. AGENCY SECURITIES (Over 3 Years)							
FAMCA	550,000	04/14/11	2/3/2014	1.340%	559,490.64	549,338.86	
FHLB	500,000	06/27/11	03/27/15	1.300%	502,340.00	500,000.00	
FNMA	1,000,000	06/29/11	06/29/16	2.000%	1,007,130.00	1,000,000.00	
FNMA	1,000,000	06/30/11	06/30/16	1.500%	1,000,660.00	1,000,000.00	
FNMA	1,000,000	07/19/11	07/19/16	2.125%	1,018,990.00	1,000,000.00	
FNMA	1,000,000	07/20/11	07/20/16	1.000%	999,984.62	999,375.00	
FNMA	500,000	07/27/11	07/27/15	1.550%	500,975.00	500,000.00	
FNMA	500,000	07/27/11	07/27/16	2.000%	503,425.00	500,000.00	
FHLB	500,000	08/10/11	08/10/16	1.000%	500,000.00	500,000.00	
FHLB	500,000	08/10/11	08/10/16	1.000%	501,510.00	500,000.00	
FNMA	1,000,000	08/24/11	08/24/16	1.375%	997,910.00	1,000,000.00	
FHLB	500,000	08/25/11	08/25/16	1.000%	501,345.00	500,000.00	
FNMA	1,000,000	09/14/11	09/14/16	1.050%	1,000,010.00	1,000,000.00	
FNMA	500,000	09/28/11	09/28/16	1.000%	497,340.00	500,000.00	
					<u>\$ 10,091,110.26</u>		<u>\$ 10,048,713.86</u>
TOTAL							<u><u>\$ 34,284,571.97</u></u>

Current market values obtained from First Tennessee Bank.

**CITY OF MONTCLAIR
CASH AND INVESTMENTS BY ACCOUNT
November 30, 2011**

Total Cash & Investments \$34,284,572



**CITY OF MONTCLAIR
REDEVELOPMENT AGENCY
TREASURER'S REPORT
FOR THE MONTH ENDING
November 30, 2011**

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SCHEDULE 2 - STATEMENT OF CASH AND INVESTMENTS BY ACCOUNT

CASH AND INVESTMENTS BY ACCOUNT GRAPH

Schedule 1

**CITY OF MONTCLAIR
REDEVELOPMENT AGENCY
STATEMENT OF CASH AND INVESTMENTS BY FUND
November 30, 2011**

PROJECT AREA NO. I

Low Income	\$	147,188.67	
Tax Increment		49,099.26	
Operating		<u>(12,224.29)</u>	\$ 184,063.64

PROJECT AREA NO. II

Special Housing	\$	325,774.73	
Low Income		0.00	
Tax Increment		0.00	
Operating		<u>0.00</u>	\$ 325,774.73

PROJECT AREA NO. III

Low Income	\$	3,327,831.18	
Tax Increment		9,838.89	
Operating		<u>2,737,347.96</u>	\$ 6,075,018.03

PROJECT AREA NO. IV

Low Income	\$	521,833.62	
Tax Increment		818,565.85	
Operating		<u>376,772.40</u>	\$ 1,717,171.87

PROJECT AREA NO. V

Low Income	\$	2,386,864.86	
Tax Increment		3,087,199.55	
Operating		<u>1,116,956.07</u>	\$ 6,591,020.48

MISSION BLVD JOINT PROJECT

Low-Moderate Housing	\$	404,155.49	
Tax Increment		103,638.75	
Operating		<u>(402,443.77)</u>	\$ <u>105,350.47</u>

TOTAL CASH & INVESTMENTS BY FUND

\$ 14,998,399.22

**CITY OF MONTCLAIR
REDEVELOPMENT AGENCY
STATEMENT OF CASH AND INVESTMENTS BY ACCOUNT
November 30, 2011**

	<u>Maturity Date</u>	<u>Interest Rate</u>	<u>Market Value</u>	<u>Book Value</u>
Checking Account				
Wells Fargo, 984-002113		0.05%	\$ 7,547,813.33	\$ 7,547,813.33
Cash and Investments				
LAIF		0.38%	2,951,013.98	2,951,013.98
FNMA Note (Fund 2540)	09/20/13	1.000%	502,064.77	499,571.91
FHLB Note (Fund 2350)	03/28/14	1.300%	501,685.00	500,000.00
FHLB Note (Fund 2350)	03/28/14	1.250%	1,003,380.00	1,000,000.00
FHLMC Note (Fund 2540)	07/11/14	1.125%	501,645.00	500,000.00
FHLB Note (Fund 2340)	06/30/14	1.000%	1,000,480.00	1,000,000.00
FFCB Note (Fund 2520)	11/07/14	0.790%	1,000,610.00	1,000,000.00
TOTAL CASH & INVESTMENTS BY ACCOUNT			\$ 15,008,692.08	\$ 14,998,399.22

NHPH - Cash with Fiscal Agent as of 6/30/11

Wells Fargo, 193-9320899 (RDA Revolving)		0.050%	89,046.36	\$ 89,046.36
Wells Fargo, 193-9320881 (Housing Oper)		0.050%	16,971.90	\$ 16,971.90

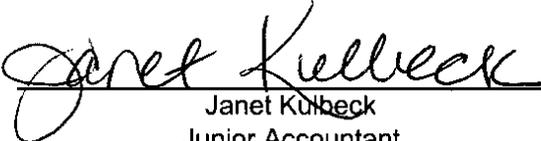
Current market values obtained from First Tennessee Bank.

NOTE:

Pursuant to the Agency's 2011 Investment Policy, all moneys exclusive of tax exempt bond proceeds which are invested pursuant to the bond indenture, are invested in banks, the Local Agency Investment Fund and in securities with maturities of no greater than three years.

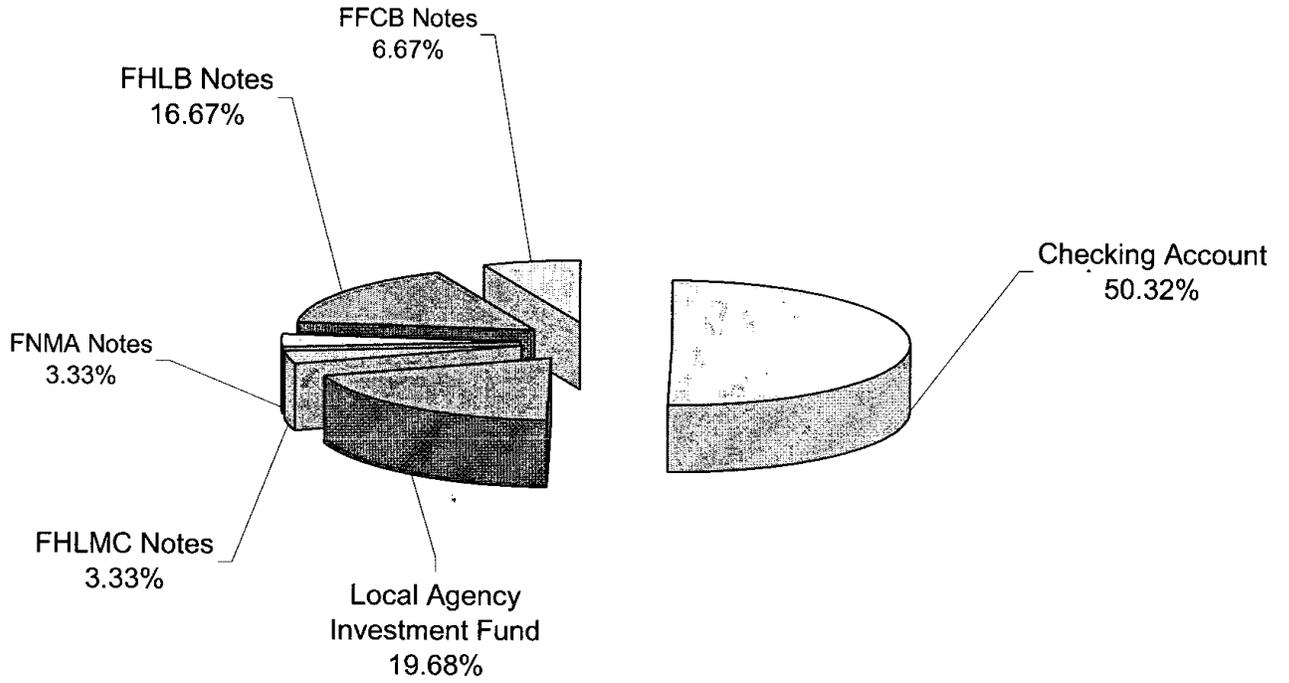
The Agency has sufficient funds available to meet expenditures during the six-month period ending 5/31/2011.

During November, the Agency was in compliance with the internal control procedures set forth in the 2011 Investment Policy.


Janet Kulbeck
Junior Accountant

**CITY OF MONTCLAIR REDEVELOPMENT AGENCY
CASH AND INVESTMENTS BY ACCOUNT GRAPH
November 30, 2011**

Total Cash & Investments - \$14,998,399



**CITY OF MONTCLAIR
REDEVELOPMENT AGENCY
WARRANT REGISTER**

FOR THE MONTH ENDING

November 30, 2011

City of Montclair
 Final Warrant Register
 Council Date 12/19/11
 Regular Warrants
 Checking Account: RDA

	Warrants	Wire Transfers	Voided Checks	Electronic AP	Area Totals
Project Area I	6,368.39	0.00	144.48	13.26	6,237.17
Project Area II	0.00	0.00	0.00	0.00	0.00
Project Area III	56,906.48	0.00	1,732.83	159.30	55,332.95
Project Area IV	32,840.04	0.00	1,203.38	110.64	31,747.30
Project Area V	65,928.71	0.00	1,733.83	159.30	64,354.18
Project Area VI - Mission Blvd	<u>20.38</u>	<u>0.00</u>	<u>0.00</u>	<u>0.00</u>	20.38
	162,064.00	0.00	4,814.52	442.50	
November 2011 Total					<u><u>157,691.98</u></u>

Vice Chairperson Raft

CITY OF MONTCLAIR
FINAL WARRANT REGISTER
COUNCIL DATE: 12/19/11
REGULAR WARRANTS
CHECKING ACCOUNT: RDA

<u>Fund</u>	<u>Description</u>	<u>Amount</u>
2120	Project Area I Operating Fund	5,376.51
2150	Project Area I Low-Mod Housing	991.88
2320	Project Area III Operating Fun	44,950.50
2350	Project Area III Low-Mod Housi	11,955.98
2420	Project Area IV Operating Fund	24,572.83
2450	Project Area IV Low-Mod Housin	8,267.21
2511	Proj. Area V 2006A Bond Procee	1,335.95
2520	Project Area V Operating Fund	56,311.36
2550	Project Area V Low-Mod Housing	8,281.40
2620	Mission Blvd Operating Fund	20.38
	Report Total:	162,064.00

Accounts Payable

Voucher Register By Vendor Number

User: mpiotrowski
 Printed: 12/13/2011 - 7:15 AM



Voucher	Vendor No/Name	Account Number	Description	Inv No	Inv Date	PO	Pmt Date	Amount	Check
007295	Bank006	2620-4319-53230-400	Mission Blvd Proj 2008 Tax Alloc Notes	102811	11/01/2011		11/02/2011	20.38	7295
	Bank of New York Trust Company								
							Voucher: 007295	20.38	
007296	Bond001	2520-4319-53290-400	Proj Area V 2001 Tax Allocation Bonds	41612-4634/1011	10/11/2011		11/02/2011	2,250.00	7296
	Bondlogistix LLC								
007296	Bond001	2520-4319-53290-400	Proj Area V 2006B Tax Allocation Bonds	41612-9860/1019	10/19/2011		11/02/2011	2,750.00	7296
	Bondlogistix LLC								
							Voucher: 007296	5,000.00	
007297	Mont001	2120-0000-00010-101	Reimburse RDA payroll costs for 10/13/11	PR101311	11/01/2011		11/02/2011	925.96	7297
	City of Montclair								
007297	Mont001	2150-0000-00010-101	Reimburse RDA payroll costs for 10/13/11	PR101311	11/01/2011		11/02/2011	280.57	7297
	City of Montclair								
007297	Mont001	2320-0000-00010-101	Reimburse RDA payroll costs for 10/13/11	PR101311	11/01/2011		11/02/2011	10,637.56	7297
	City of Montclair								
007297	Mont001	2350-0000-00010-101	Reimburse RDA payroll costs for 10/13/11	PR101311	11/01/2011		11/02/2011	3,366.45	7297
	City of Montclair								
007297	Mont001	2420-0000-00010-101	Reimburse RDA payroll costs for 10/13/11	PR101311	11/01/2011		11/02/2011	8,182.78	7297
	City of Montclair								
007297	Mont001	2450-0000-00010-101	Reimburse RDA payroll costs for 10/13/11	PR101311	11/01/2011		11/02/2011	2,338.00	7297
	City of Montclair								

Voucher	Vendor No/Name	Account Number	Description	Inv No	Inv Date	PO	Pmt Date	Amount	Check
							Voucher: 007298	2,928.63	
007299	Stra002	2120-4319-53210-400	Charges for period ending 09/30/11	022051 #0013	10/21/2011		11/02/2011	14.52	7299
	Stradling, Yocca, Carlson & Ra								
007299	Stra002	2320-4319-53210-400	Charges for period ending 09/30/11	022051 #0013	10/21/2011		11/02/2011	174.30	7299
	Stradling, Yocca, Carlson & Ra								
007299	Stra002	2420-4319-53210-400	Charges for period ending 09/30/11	022051 #0013	10/21/2011		11/02/2011	121.04	7299
	Stradling, Yocca, Carlson & Ra								
007299	Stra002	2520-4319-53210-400	Charges for period ending 09/30/11	022051 #0013	10/21/2011		11/02/2011	174.30	7299
	Stradling, Yocca, Carlson & Ra								
							Voucher: 007299	484.16	
007300	Bank005	2120-4319-53230-400	RDA Tax Alloc Bonds 1997 Proj No. 1	252-1587120	11/01/2011		11/17/2011	2,650.00	7300
	The Bank of New York Mellon								
							Voucher: 007300	2,650.00	
007301	Best003	2320-4319-53210-400	Prof services rendered through 10/31/11	664842	11/08/2011		11/17/2011	9,263.30	7301
	Best Best & Krieger LLP								
							Voucher: 007301	9,263.30	
007302	Mont063	2120-4319-52630-400	Rent for December 2011	Dec 2011	11/15/2011		11/17/2011	64.01	7302
	Montclair Town Center LLC								
007302	Mont063	2320-4319-52630-400	Rent for December 2011	Dec 2011	11/15/2011		11/17/2011	768.17	7302
	Montclair Town Center LLC								
007302	Mont063	2420-4319-52630-400	Rent for December 2011	Dec 2011	11/15/2011		11/17/2011	533.45	7302
	Montclair Town Center LLC								
007302	Mont063	2520-4319-52630-400	Rent for December 2011	Dec 2011	11/15/2011		11/17/2011	768.17	7302
	Montclair Town Center LLC								
							Voucher: 007302	2,133.80	
007303	Robb004	2350-4319-53210-400	Prof services rendered 10/17/11	00-1009 / 22955	10/31/2011		11/17/2011	52.50	7303
	Robbins & Holdaway								
							Voucher: 007303	52.50	
007304	Sout018	2511-4319-60020-400	4425 Bonnie Brae 10/14/11 - 11/15/11	2-29-667-9806	11/16/2011		11/17/2011	26.00	7304
	Southern California Edison Co								

Voucher	Vendor No/Name	Account Number	Description	Inv No	Inv Date	PO	Pmt Date	Amount	Check
							Voucher: 007304	26.00	
007305	Eato004 Paul Eaton	2120-4319-41020-400	CC Meetings	Nov 2011	11/23/2011		11/23/2011	2.70	7305
007305	Eato004 Paul Eaton	2320-4319-41020-400	CC Meetings	Nov 2011	11/23/2011		11/23/2011	32.40	7305
007305	Eato004 Paul Eaton	2420-4319-41020-400	CC Meetings	Nov 2011	11/23/2011		11/23/2011	22.50	7305
007305	Eato004 Paul Eaton	2520-4319-41020-400	CC Meetings	Nov 2011	11/23/2011		11/23/2011	32.40	7305
							Voucher: 007305	90.00	
007306	Hind001 Hinderliter De Llamas & Assocs	2320-4319-53290-400	Contract Svcs Sales Tax 4th Quarter	0018712-IN	11/11/2011		11/23/2011	4,163.03	7306
							Voucher: 007306	4,163.03	
007308	Mont001 City of Montclair	2120-0000-00010-101	Reimburse for RDA Payroll 11/09/11	Nov2011Payroll	11/23/2011		11/23/2011	721.29	7308
007308	Mont001 City of Montclair	2120-0000-00010-101	Reimburse for RDA Payroll 11/23/11	Nov2011Payroll	11/23/2011		11/23/2011	499.84	7308
007308	Mont001 City of Montclair	2150-0000-00010-101	Reimburse for RDA Payroll 11/09/11	Nov2011Payroll	11/23/2011		11/23/2011	278.94	7308
007308	Mont001 City of Montclair	2150-0000-00010-101	Reimburse for RDA Payroll 11/23/11	Nov2011Payroll	11/23/2011		11/23/2011	216.49	7308
007308	Mont001 City of Montclair	2320-0000-00010-101	Reimburse for RDA Payroll 11/09/11	Nov2011Payroll	11/23/2011		11/23/2011	8,181.52	7308
007308	Mont001 City of Montclair	2320-0000-00010-101	Reimburse for RDA Payroll 11/23/11	Nov2011Payroll	11/23/2011		11/23/2011	5,717.05	7308
007308	Mont001 City of Montclair	2350-0000-00010-101	Reimburse for RDA Payroll 11/09/11	Nov2011Payroll	11/23/2011		11/23/2011	3,348.23	7308
007308	Mont001 City of Montclair	2350-0000-00010-101	Reimburse for RDA Payroll 11/23/11	Nov2011Payroll	11/23/2011		11/23/2011	2,597.99	7308
007308	Mont001 City of Montclair	2420-0000-00010-101	Reimburse for RDA Payroll 11/09/11	Nov2011Payroll	11/23/2011		11/23/2011	6,477.66	7308
007308	Mont001 City of Montclair	2420-0000-00010-101	Reimburse for RDA Payroll 11/23/11	Nov2011Payroll	11/23/2011		11/23/2011	4,443.61	7308
007308	Mont001 City of Montclair	2450-0000-00010-101	Reimburse for RDA Payroll 11/09/11	Nov2011Payroll	11/23/2011		11/23/2011	2,325.43	7308
007308	Mont001 City of Montclair	2450-0000-00010-101	Reimburse for RDA Payroll 11/23/11	Nov2011Payroll	11/23/2011		11/23/2011	1,804.39	7308

Voucher	Vendor No/Name	Account Number	Description	Inv No	Inv Date	PO	Pmt Date	Amount	Check
007308	Mont001	2520-0000-00010-101	Reimburse for RDA Payroll 11/09/11	Nov2011Payroll	11/23/2011		11/23/2011	12,694.05	7308
	City of Montclair								
007308	Mont001	2520-0000-00010-101	Reimburse for RDA Payroll 11/23/11	Nov2011Payroll	11/23/2011		11/23/2011	8,761.97	7308
	City of Montclair								
007308	Mont001	2550-0000-00010-101	Reimburse for RDA Payroll 11/23/11	Nov2011Payroll	11/23/2011		11/23/2011	2,324.05	7308
	City of Montclair								
							Voucher: 007308	60,392.51	
007309	Mont074	2511-4319-60020-400	9365 Mills 09/09/11 - 11/08/11	019-102-00	11/08/2011		11/23/2011	1,284.82	7309
	Monte Vista Water District								
							Voucher: 007309	1,284.82	
007310	Raft003	2120-4319-41020-400	CC Meetings	Nov 2011	11/23/2011		11/23/2011	2.70	7310
	Carolyn Raft								
007310	Raft003	2320-4319-41020-400	CC Meetings	Nov 2011	11/23/2011		11/23/2011	32.40	7310
	Carolyn Raft								
007310	Raft003	2420-4319-41020-400	CC Meetings	Nov 2011	11/23/2011		11/23/2011	22.50	7310
	Carolyn Raft								
007310	Raft003	2520-4319-41020-400	CC Meetings	Nov 2011	11/23/2011		11/23/2011	32.40	7310
	Carolyn Raft								
							Voucher: 007310	90.00	
007311	Robb004	2120-4319-41020-400	CC Meetings	Nov 2011	11/23/2011		11/23/2011	2.47	7311
	Robbins & Holdaway								
007311	Robb004	2320-4319-41020-400	CC Meetings	Nov 2011	11/23/2011		11/23/2011	29.70	7311
	Robbins & Holdaway								
007311	Robb004	2420-4319-41020-400	CC Meetings	Nov 2011	11/23/2011		11/23/2011	20.63	7311
	Robbins & Holdaway								
007311	Robb004	2520-4319-41020-400	CC Meetings	Nov 2011	11/23/2011		11/23/2011	29.70	7311
	Robbins & Holdaway								
							Voucher: 007311	82.50	
007312	Ruh001	2120-4319-41020-400	CC Meetings	Nov 2011	11/23/2011		11/23/2011	2.70	7312
	Bill Ruh								
007312	Ruh001	2320-4319-41020-400	CC Meetings	Nov 2011	11/23/2011		11/23/2011	32.40	7312
	Bill Ruh								
007312	Ruh001	2420-4319-41020-400	CC Meetings	Nov 2011	11/23/2011		11/23/2011	22.50	7312
	Bill Ruh								
007312	Ruh001	2520-4319-41020-400	CC Meetings	Nov 2011	11/23/2011		11/23/2011	32.40	7312
	Bill Ruh								

Voucher	Vendor No/Name	Account Number	Description	Inv No	Inv Date	PO	Pmt Date	Amount	Check
							Voucher: 007312	90.00	
007313	Sout018	2511-4319-60020-400	4397 Kingsley 10/07/11 - 11/09/11	2-29-179-2315	11/12/2011		11/23/2011	25.13	7313
		Southern California Edison Co							
							Voucher: 007313	25.13	
007314	Sout023	2520-4319-60020-400	Foundation Area 11 Maint October 2011	16436	10/31/2011		11/23/2011	2,650.00	7314
		Southern California Landscape							
							Voucher: 007314	2,650.00	
							Report Total:	162,064.00	

CITY OF MONTCLAIR
User: jkulbeck

Electronic Clearinghouse
Distribution Report

Printed: 11/23/11 15:37
Batch: 002-11-2011

Account Number	Debit	Credit	Account Description
2120-0000-00010-101	0.00	13.26	Cash
2120-0000-20010-202	13.26	0.00	Accounts Payable
	13.26	13.26	
2320-0000-00010 101	0.00	159.30	Cash
2320-0000-20010-202	159.30	0.00	Accounts Payable
	159.30	159.30	
2420-0000-00010-101	0.00	110.64	Cash
2420-0000-20010-202	110.64	0.00	Accounts Payable
	110.64	110.64	
2520-0000-00010-101	0.00	159.30	Cash
2520-0000-20010-202	159.30	0.00	Accounts Payable
	159.30	159.30	
Report Totals:	442.50	442.50	

Clearing House
Electronic AP Proof List

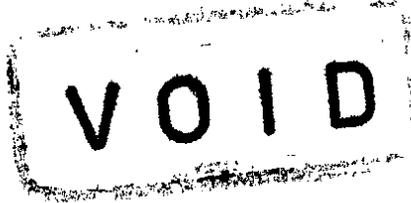
User: jkulbeck
City: CITY OF MONTCLAIR
Printed: 11/23/2011 - 3:32 PM



Source	Vendor	Name	Transfer/Route	Check Digit	Account No	Amount
016-11-2011	Dutr001	Dutrey, John	1211/2267	6	165950201138	60.00
016-11-2011	Huds001	Hudson, Michael	1210/4288	2	0476202239	67.50
016-11-2011	Lust002	Lustro, Steve	1210/0035	8	0651660818	67.50
016-11-2011	Paul007	Paulitz, Leonard	1211/2267	6	165950276056	90.00
016-11-2011	Staa001	Staats, Marilyn	1210/0035	8	0925809559	75.00
016-11-2011	Starr001	Starr, Edward	3222/7162	7	08772135379	82.50
						442.50

Records printed: 6

			<u>Amount</u>
IntTe001			
Ck. 7307	11/23/11		
Inv. 12451			
<u>Line Item Date</u>	<u>Line Item Description</u>		
11/23/11	Shipping		3.00 1
11/23/11	Tax		10.48 1
11/23/11	Shipping		24.00 3
11/23/11	Shipping		34.00 3
11/23/11	Shipping		34.00 3
11/23/11	Tax		35.00 5
11/23/11	Tax		87.38 4
11/23/11	Tax		125.83 3
11/23/11	Tax		125.83 5
11/23/11	Hewlett Packard Color Laserjet CP 6015DN		131.00 1
11/23/11	Hewlett Packard Color Laserjet CP 6015DN		1,092.00 4
11/23/11	Hewlett Packard Color Laserjet CP 6015DN		1,573.00 3
11/23/11	Hewlett Packard Color Laserjet CP 6015DN		1,573.00 5
Inv. 12451 Total			4,814.52
Ck. 7307 Total			4,814.52
IntTe001			4,814.52
Total			4,814.52



**CITY OF MONTCLAIR
HOUSING CORPORATION
TREASURER'S REPORT
FOR THE MONTH ENDING**

November 30, 2011

TABLE OF CONTENTS

SCHEDULE 1 - STATEMENT OF CASH AND INVESTMENTS BY ACCOUNT

CASH AND INVESTMENTS BY ACCOUNT GRAPH

**CITY OF MONTCLAIR
HOUSING CORPORATION
STATEMENT OF CASH AND INVESTMENTS BY ACCOUNT
November 30, 2011**

	<u>Interest Rate</u>	<u>Amount</u>
Checking Account		
Wells Fargo, 0654-893023	0.05%	\$ 1,275,756.80
Cash and Investments		
LAIF	0.38%	\$ 1,569,347.99
TOTAL CASH & INVESTMENTS BY ACCOUNT		\$ <u>2,845,104.79</u>

NOTE:

Pursuant to the Corporation's 2011 Investment Policy, all moneys are invested in banks, the Local Agency Investment Fund, and in securities with maturities of no greater than three years.

The Corporation has sufficient funds available to meet expenditures during the six-month period ending May 31, 2012.

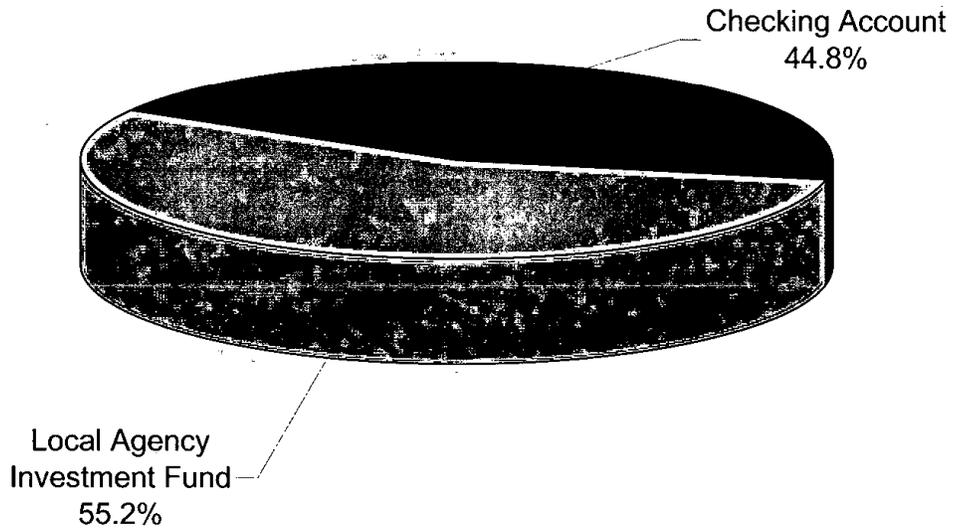
During November 2011, the Corporation was in compliance with the internal control procedures set forth in the 2011 Investment Policy.



 Raquel Badawi
 Accounting Specialist

**CITY OF MONTCLAIR
HOUSING CORPORATION
CASH AND INVESTMENTS BY ACCOUNT GRAPH
November 30, 2011**

Total Cash & Investments - \$2,845,105



**CITY OF MONTCLAIR
HOUSING CORPORATION
WARRANT REGISTER
FOR THE MONTH ENDING
November 30, 2011**

CITY OF MONTCLAIR
FINAL WARRANT REGISTER
COUNCIL DATE: DECEMBER 19, 2011
REGULAR WARRANTS
CHECKING ACCOUNT: MHC

<u>Fund</u>	<u>Description</u>	<u>Amount</u>
3001	General Fund	24,152.40
	Report Total:	24,152.40

CAROLYN RAFT - VICE CHAIRPERSON

Accounts Payable

Voucher Register By Vendor Number



User: mpiotrowski
 Printed: 12/09/2011 - 2:54 PM

Voucher	Vendor No/Name	Account Number	Description	Inv No	Inv Date	PO	Pmt Date	Amount	Check
003056	City010	3001-1003-56020-400	9815 Central-090111-103111	005254	11/11		11/01/2011	84.66	3056
	City of Montclair Attn: Sewer & Trash								
003056	City010	3001-1005-56020-400	5290 Orchard-090111-103111	005941	11/11		11/01/2011	84.66	3056
	City of Montclair Attn: Sewer & Trash								
003056	City010	3001-1002-56020-400	10087 Central-090111-103111	008156	11/11		11/01/2011	84.66	3056
	City of Montclair Attn: Sewer & Trash								
003056	City010	3001-1001-56020-400	10079 Central-090111-103111	008157	11/11		11/01/2011	84.66	3056
	City of Montclair Attn: Sewer & Trash								
003056	City010	3001-1008-56020-400	9761 Central-090111-103111	012565	11/11		11/01/2011	84.66	3056
	City of Montclair Attn: Sewer & Trash								
003056	City010	3001-1007-56020-400	9751 Central-090111-103111	012567	11/11		11/01/2011	84.66	3056
	City of Montclair Attn: Sewer & Trash								
003056	City010	3001-1006-56020-400	9741 Central-090111-103111	012584	11/11		11/01/2011	84.66	3056
	City of Montclair Attn: Sewer & Trash								
003056	City010	3001-1010-56020-400	9945 Central-090111-103111	013220	11/11		11/01/2011	84.66	3056
	City of Montclair Attn: Sewer & Trash								
003056	City010	3001-1011-56020-400	5225 Palo Verde-090111-103111	013553	11/11		11/01/2011	84.66	3056
	City of Montclair Attn: Sewer & Trash								
003056	City010	3001-1501-56020-400	9448 Carrillo-090111-103111	014651	11/11		11/01/2011	84.66	3056
	City of Montclair Attn: Sewer & Trash								
003056	City010	3001-1015-56020-400	9963 Central-090111-103111	017666	11/11		11/01/2011	84.66	3056
	City of Montclair Attn: Sewer & Trash								
003056	City010	3001-1014-56020-400	9644 Central-090111-103111	017746	11/11		11/01/2011	84.66	3056
	City of Montclair Attn: Sewer & Trash								
003056	City010	3001-1502-56020-400	9010 Fremont-090111-103111	045202	11/11		11/01/2011	84.66	3056
	City of Montclair Attn: Sewer & Trash								
003056	City010	3001-1017-56020-400	5444 Palo Verde-090111-103111	047407	11/11		11/01/2011	84.66	3056
	City of Montclair Attn: Sewer & Trash								
								1,185.24	
Voucher: 003056									
003057	Hele001	3001-2020-56060-400	4791 Canoga-Dec 2011 Assessment	Dec 2011			11/08/2011	100.00	3057
	Helena Gardens Apartment								

Voucher	Vendor No/Name	Account Number	Description	Inv No	Inv Date	PO	Pmt Date	Amount	Check
003057	Hele001	3001-3001-56060-400	Canoga-Dec 2011 Assessment	Dec 2011	11/08/2011		11/09/2011	251.00	3057
			Helena Gardens Apartment						
							Voucher: 003057	351.00	
003058	Mont001	3001-0000-00010-101	Reimb City for MHC PR 10/13/11	Oct PR	10/13/2011		11/09/2011	9,935.48	3058
			City of Montclair						
003058	Mont001	3001-0000-00010-101	Reimb City for MHC PR 10/27/11	Oct PR	10/27/2011		11/09/2011	6,307.64	3058
			City of Montclair						
							Voucher: 003058	16,243.12	
003059	Mont043	3001-2010-56060-400	10380 Pradera-Dec 2011 Assessment	Dec 2011	11/08/2011		11/09/2011	50.00	3059
			Montclair Meadows Owners Assoc						
003059	Mont043	3001-2011-56060-400	10390 Pradera-Dec 2011 Assessment	Dec 2011	11/08/2011		11/09/2011	50.00	3059
			Montclair Meadows Owners Assoc						
							Voucher: 003059	100.00	
003060	Mont074	3001-1502-56020-400	9010 Fremont-090711-110611	00205008 11/11	11/05/2011		11/09/2011	108.66	3060
			Monte Vista Water District						
003060	Mont074	3001-1501-56020-400	9448 Carrillo-090711-110611	01113202 11/11	11/06/2011		11/09/2011	89.77	3060
			Monte Vista Water District						
003060	Mont074	3001-1011-56020-400	5225 Palo Verde-090711-110611	01305203 11/11	11/06/2011		11/09/2011	103.00	3060
			Monte Vista Water District						
003060	Mont074	3001-1014-56020-400	9644 Central-090711-110611	01307103 11/11	11/06/2011		11/09/2011	164.57	3060
			Monte Vista Water District						
							Voucher: 003060	466.00	
003061	land012	3001-1001-56100-400	10079 Central-Oct 2011	10079/1111	11/02/2011		11/17/2011	115.00	3061
			Landscape Maintenance Unlimite						
003061	land012	3001-1002-56100-400	10087 Central-Oct 2011	10087/1111	11/02/2011		11/17/2011	120.00	3061
			Landscape Maintenance Unlimite						
003061	land012	3001-1009-56100-400	10215 Central-Oct 2011, sprinkler	10215/1111	11/02/2011		11/17/2011	195.00	3061
			Landscape Maintenance Unlimite						
003061	land012	3001-1004-56100-400	10235 Central-Oct 2011, sprinkler, gophe	10235/1111	11/02/2011		11/17/2011	255.00	3061
			Landscape Maintenance Unlimite						
003061	land012	3001-1013-56100-400	10291 Greenwood-Oct 2011	10291/1111	11/02/2011		11/17/2011	125.00	3061
			Landscape Maintenance Unlimite						
003061	land012	3001-2003-56100-400	10313 Amherst-Oct 2011	10313/1111	11/02/2011		11/17/2011	155.00	3061
			Landscape Maintenance Unlimite						

Voucher	Vendor No/Name	Account Number	Description	Inv No	Inv Date	PO	Pmt Date	Amount	Check
003061	land012	3001-2001-56100-400	10323 Amherst-Oct 2011	10323/1111	11/02/2011		11/17/2011	155.00	3061
003061	land012	3001-2007-56100-400	10330 Amherst-Oct 2011, gopher	10330/1111	11/02/2011		11/17/2011	195.00	3061
003061	land012	3001-2002-56100-400	10333 Amherst-Oct 2011	10333/1111	11/02/2011		11/17/2011	155.00	3061
003061	land012	3001-2006-56100-400	10380 Amherst-Oct 2011	10380/1111	11/02/2011		11/17/2011	150.00	3061
003061	land012	3001-2010-56100-400	10380 Pradera-Oct 2011, weed killer	10380P/1111	11/02/2011		11/17/2011	50.00	3061
003061	land012	3001-2011-56100-400	10390 Pradera-Oct 2011, weed killer	10380P/1111	11/02/2011		11/17/2011	50.00	3061
003061	land012	3001-2004-56100-400	10383 Amherst-Oct 2011	10383/1111	11/02/2011		11/17/2011	155.00	3061
003061	land012	3001-2008-56100-400	10390 Amherst-Oct 2011	10390/1111	11/02/2011		11/17/2011	150.00	3061
003061	land012	3001-2005-56100-400	10410 Amherst-Oct 2011	10410/1111	11/02/2011		11/17/2011	150.00	3061
003061	land012	3001-2031-56100-400	4113 Kingsley-Oct 2011	4113/1111	11/02/2011		11/17/2011	50.00	3061
003061	land012	3001-2030-56100-400	4275 Kingsley-Oct 2011	4275/1111	11/02/2011		11/17/2011	155.00	3061
003061	land012	3001-3001-56100-400	4811 Canoga-Oct 2011	4811/1111	11/02/2011		11/17/2011	100.00	3061
003061	land012	3001-3001-56100-400	4820 Canoga-Oct 2011	4820/1111	11/02/2011		11/17/2011	215.00	3061
003061	land012	3001-1011-56100-400	5225 Palo Verde-Oct 2011	5225/1111	11/02/2011		11/17/2011	125.00	3061
003061	land012	3001-1005-56100-400	5290 Orhcard-Oct 2011, gopher	5290/1111	11/02/2011		11/17/2011	165.00	3061
003061	land012	3001-1502-56100-400	9010 Fremont-Oct 2011, weed killer	9010/1111	11/02/2011		11/17/2011	115.00	3061
003061	land012	3001-1501-56100-400	9448 Carrillo-Oct 2011	9448/1111	11/02/2011		11/17/2011	70.00	3061
003061	land012	3001-1014-56100-400	9644 Central-Oct 2011	9644/1111	11/02/2011		11/17/2011	125.00	3061
003061	land012	3001-1006-56100-400	9741 Central-Oct 2011	9741/1111	11/02/2011		11/17/2011	115.00	3061
003061	land012	3001-1007-56100-400	9751 Central-Oct 2011, sprinkler repair	9751/1111	11/02/2011		11/17/2011	150.00	3061
003061	land012	3001-1008-56100-400	9761 Central-Oct 2011	9761/1111	11/02/2011		11/17/2011	115.00	3061
003061	land012	3001-1003-56100-400	9815 Central-Oct 2011, sprinkler repair	9815/1111	11/02/2011		11/17/2011	160.00	3061

Voucher	Vendor No/Name	Account Number	Description	Inv No	Inv Date	PO	Pmt Date	Amount	Check
003061	land012	3001-1010-56100-400	9945 Central-Oct 2011, sprinkler, gopher	9945/1111	11/02/2011		11/17/2011	135.00	3061
003061	land012	3001-1015-56100-400	9963 Central-Oct 2011, gopher	9963/1111	11/02/2011		11/17/2011	170.00	3061
								4,140.00	
								Voucher: 003061	
003062	Mont074	3001-1003-56020-400	9815 Central-091111-111111	03213204	11/11	11/11/2011	11/17/2011	180.82	3062
003062	Mont074	3001-1008-56020-400	9761 Central-091111-111111	03214211	11/11	11/11/2011	11/17/2011	104.89	3062
003062	Mont074	3001-1007-56020-400	9751 Central-091111-111111	03214408	11/11	11/11/2011	11/17/2011	121.88	3062
003062	Mont074	3001-1006-56020-400	9741 Central-091111-111111	03214608	11/11	11/11/2011	11/17/2011	138.88	3062
								546.47	
								Voucher: 003062	
003063	sout018	3001-3001-56020-400	4811 Canoga-Gate-101211-111011	2024259988	11	11/12/2011	11/17/2011	22.17	3063
003063	sout018	3001-3001-56020-400	4820 Canoga-101211-111011	2038187969	11	11/12/2011	11/17/2011	203.95	3063
003063	sout018	3001-3001-56020-400	4811 Canoga-101211-111011	2038188173	11	11/12/2011	11/17/2011	214.08	3063
003063	sout018	3001-2010-56020-400	10380 Pradera-100711-110911	2185722790	11	11/12/2011	11/17/2011	33.27	3063
003063	sout018	3001-2011-56020-400	10390 Pradera-100711-110911	2185722824	11	11/12/2011	11/17/2011	33.50	3063
003063	sout018	3001-2006-56020-400	10380 Amherst-100711-110911	2315790089	11	11/12/2011	11/17/2011	56.54	3063
003063	sout018	3001-2005-56020-400	10410 Amherst-100711-110911	2315792325	11	11/12/2011	11/17/2011	41.92	3063
003063	sout018	3001-2006-56020-400	10380 Amherst-100711-110911	2315959668	11	11/15/2011	11/17/2011	42.86	3063
003063	sout018	3001-2007-56020-400	10330 Amherst-100711-110911	2315959668	11	11/15/2011	11/17/2011	39.06	3063
003063	sout018	3001-1017-56020-400	5444 1/2 Palo Verde-101211-111411	2336647847	11	11/15/2011	11/17/2011	10.62	3063
003063	sout018	3001-1017-56020-400	5444 Palo Verde-101311-111411	2337387070	11	11/15/2011	11/17/2011	5.43	3063
								703.40	
								Voucher: 003063	

Voucher	Vendor No/Name	Account Number	Description	Inv No	Inv Date	PO	Pmt Date	Amount	Check
003064	Sout021	3001-3001-56020-400	4811 Canoga-100711-110811	15782395006 11	11/10/2011		11/17/2011	176.21	3064
	Southern California Gas Co								
003064	Sout021	3001-3001-56020-400	4820 Canoga-100711-110811	18932395009 11	11/10/2011		11/17/2011	207.22	3064
	Southern California Gas Co								
003064	Sout021	3001-2008-56020-400	10390 Amherst-101011-110811	19572389179 11	11/10/2011		11/17/2011	33.74	3064
	Southern California Gas Co								
							Voucher: 003064	417.17	
							Report Total:	24,152.40	