

**CITY OF MONTCLAIR
AGENDA FOR CITY COUNCIL, SUCCESSOR AGENCY,
MONTCLAIR HOUSING CORPORATION, AND
MONTCLAIR HOUSING AUTHORITY MEETINGS**

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

February 2, 2015

7:00 p.m.

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

The CC/SA/MHC/MHA meetings are now available in audio format on the City's website at www.cityofmontclair.org and can be accessed the day following the meeting after 10:00 a.m.

- I. CALL TO ORDER** – City Council, Successor Agency and Montclair Housing Corporation Boards of Directors, and Montclair Housing Authority Commissioners

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 – None

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, Successor Agency Board of Directors, Montclair Housing Corporation Board of Directors, and Montclair Housing Authority Commissioners. (Government Code Section 54954.3)

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

(Continued on next page)

VII. PUBLIC HEARINGS

- A. Consider Approval of Tentative Tract Map No. 18986 for a Five-Lot Residential Subdivision at 11286 Fremont Avenue [CC] 4
- B. Consider Projects and Prioritization of Funding for the Fiscal Year 2015-16 Community Development Block Grant Program [CC] 6

VIII. CONSENT CALENDAR

- A. Approval of Minutes
 - 1. Minutes of the Regular Joint Council/Successor Agency Board/MHC Board/MHA Board Meeting of January 20, 2015 [CC/SA/MHC/MHA]
- B. Administrative Reports
 - 1. Consider Approval of Warrant Register and Payroll Documentation [CC] 34
- C. Agreements - None
- D. Resolutions
 - 1. Consider Adoption of Resolution No. 14-3056, a Resolution of the City Council of the City of Montclair Adopting Policies and Procedures for the Naming of City Programs, Streets, and Facilities After Historic Events or in Honor of Individuals and/or Corporations Serving the Community, State, and/or Nation With Remarkable and Noteworthy Distinction [CC] 35
 - 2. Consider Adoption of Resolution No. 15-3062 Authorizing Placement of Liens on Certain Properties for Delinquent Sewer and Trash Charges [CC] 47

IX. PULLED CONSENT CALENDAR ITEMS

X. RESPONSE - None

XI. COMMUNICATIONS

- A. City Attorney
 - 1. Closed Session Pursuant to Government Code Section 54956.9(d)(1) Regarding Pending Litigation
Ament v. Montclair
 - 2. Closed Session Pursuant to Government Code Section 54957.6 Regarding Conference With Designated Labor Negotiator Edward C. Starr
Agency: City of Montclair

Employee Management
Organizations: Montclair City Confidential Employees Association
Montclair Fire Fighters Association
Montclair Police Officers Association
San Bernardino Public Employees Association

- B. City Manager/Executive Director
- C. Mayor/Chairman
- D. Council/SA/MHC/MHA Board
- E. Committee Meeting Minutes *(for informational purposes only)*
 - 1. Minutes of the Public Works Committee Meeting of January 15, 2015 56
 - 2. Minutes of the Code Enforcement/Public Safety Committee Meeting of January 20, 2015 61
 - 3. Minutes of the Personnel Committee Meeting of January 20, 2015 64

XII. COUNCIL WORKSHOP

- A. Midyear Budget Review

(Council may consider continuing this item to an adjourned meeting on Thursday, February 12, 2015, at 5:45 p.m. in the City Council Chambers.)

XIII. ADJOURNMENT OF SUCCESSOR AGENCY AND MONTCLAIR HOUSING CORPORATION BOARDS OF DIRECTORS AND MONTCLAIR HOUSING AUTHORITY COMMISSIONERS

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

XIV. CLOSED SESSION ANNOUNCEMENTS

XV. ADJOURNMENT OF CITY COUNCIL

(The City Council will adjourn to Thursday, February 12, 2015, at 5:45 p.m. in the City Council Chambers for the Midyear Budget Review)

The next regularly scheduled City Council, Successor Agency Board, Housing Corporation Board, and Montclair Housing Authority Commission meetings will be held on Tuesday, February 17, 2015, 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, Successor Agency Board, Montclair Housing Corporation Board, and Montclair Housing Authority Commission 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 Deputy City Clerk at (909) 625-9416. 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, Andrea M. Phillips, 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 north door of Montclair City Hall on January 29, 2015.

AGENDA REPORT

SUBJECT: CONSIDER APPROVAL OF TENTATIVE TRACT MAP NO. 18986 FOR A FIVE-LOT RESIDENTIAL SUBDIVISION AT 11286 FREMONT AVENUE

DATE: February 2, 2015

SECTION: PUBLIC HEARINGS

ITEM NO.: A

FILE I.D.: LDU350

DEPT.: COMMUNITY DEV.

REASON FOR CONSIDERATION: Tentative tract maps require public hearing review and approval by the City Council.

BACKGROUND: The tentative tract map, which has been recommended by the Planning Commission, was initiated by Fremont LLC in connection with its desire to subdivide an existing .78-acre parcel at 11286 Fremont Avenue for the purpose of constructing five single-family dwellings pursuant to the requirements and development standards of the "R-1(SL)" zoning district (Chapter 11.36 of the Montclair Municipal Code). The Planning Commission conducted a public hearing on the request on December 8, 2014. Two members of the public addressed the Planning Commission during the public hearing and the single minor concern expressed was addressed through a modified condition of approval, to which the developer agreed.

FISCAL IMPACT: There would be no fiscal impact to the City's General Fund should the City Council approve Tentative Tract Map No. 18986.

RECOMMENDATION: The Planning Commission and staff recommend the City Council approve Tentative Tract Map No. 18986 for a five-lot residential subdivision at 11286 Fremont Avenue.

Prepared by:



Reviewed and
Approved by:



Proofed by:



Presented by:



Tentative Tract Map No. 18986

for
11286 FREMONT AVE., MONCLAIR CA (APN: 1011-631-73)
 JULY 22, 2014

LEGEND:

- 1. ALLIANCE PROPERTY
- 2. CITY OF MONCLAIR
- 3. CITY OF SAN JOSE
- 4. CITY OF SAN FRANCISCO
- 5. CITY OF SAN MATEO
- 6. CITY OF SANTA CLARA
- 7. CITY OF ALAMEDA
- 8. CITY OF CONTRA COSTA
- 9. CITY OF SACRAMENTO
- 10. CITY OF YUBA
- 11. CITY OF SUTTER
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- 100. CITY OF YUBA

CONTRACT NUMBER: 11286-FRE-14-001

DATE OF ISSUE: 07/22/2014

SCALE: 1" = 10'

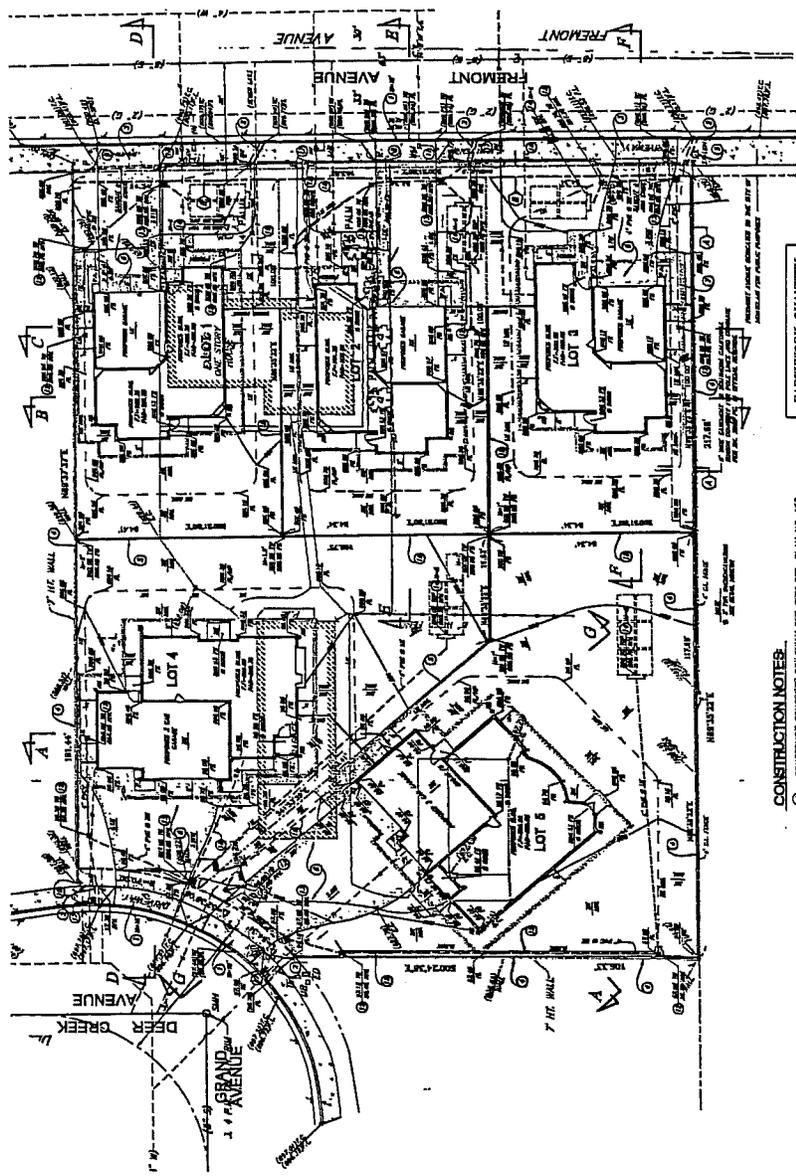
DATE OF PREPARATION: 07/22/2014

DATE OF REVISION: 07/22/2014

DATE OF APPROVAL: 07/22/2014

DATE OF RECORDATION: 07/22/2014

DATE OF CLOSING: 07/22/2014



EARTHWORK QUANTITY:
 CUT = 0 C.Y.
 FILL = 1,260 C.Y.

CONSTRUCTION NOTES:

1. CONSTRUCT CONCRETE DRIVEWAY PER CITY SITE PLAN AND 103 PLAN NO. 114, 5-17
2. CONSTRUCT CONCRETE DRIVEWAY TO REMAIN
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UTILITY PURVEYORS:

- WATER: MONTE WOOD WATER DISTRICT (909) 624-0333
- GAS: SOUTHERN CALIFORNIA GAS CO. (800) 427-2000
- ELECTRIC: SOUTHERN CALIFORNIA GAS CO. (800) 427-2000
- SEWER: SOUTHERN CALIFORNIA GAS CO. (800) 427-2000
- CABLE TV: SOUTHERN CALIFORNIA GAS CO. (800) 427-2000
- TRASH: SOUTHERN CALIFORNIA GAS CO. (800) 427-2000

LEGAL DESCRIPTION:

LOT 4 OF TRACT NO. 18986, IN THE CITY OF MONCLAIR, COUNTY OF CONTRA COSTA, STATE OF CALIFORNIA, AS PER RECORDS IN BOOK 18986, PAGE 39 THROUGH 41, INCLUSIVE OF SAID TRACT, THE SITE OF THE COUNTY REGISTERED PLAT NUMBER 18986.

ZONING & SETBACKS:

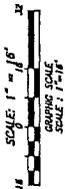
R-1: SINGLE-FAMILY RESIDENTIAL SIXTEEN (16) FEET WITH FRONT YARD SETBACKS AND SIDE YARD SETBACKS. MINIMUM FRONT YARD SETBACK SHALL BE FIFTY (50) FEET. MINIMUM SIDE YARD SETBACK SHALL BE FIVE (5) FEET. MINIMUM REAR YARD SETBACK SHALL BE FIVE (5) FEET. MINIMUM SETBACK SHALL BE FIVE (5) FEET.

PROPOSED SUBDIVISION:

- TOTAL DEVELOPMENT AREA = 34,200 SF
- PROPOSED LOTS:
- LOT 1: 5,437 SF - TOTAL LAND AREA, 1,003 SF 1ST FLOOR, 1,102 SF 2ND FLOOR = 2,105 SF, COVERAGE: 2,102 SF / 5,437 SF = 39 %, OUTDOOR LIVING SPACE = 1,716 SF
- LOT 2: 5,434 SF - TOTAL LAND AREA, 1,003 SF 1ST FLOOR, 1,102 SF 2ND FLOOR = 2,105 SF, COVERAGE: 2,102 SF / 5,434 SF = 39 %, OUTDOOR LIVING SPACE = 1,428 SF
- LOT 3: 5,434 SF - TOTAL LAND AREA, 1,003 SF 1ST FLOOR, 1,102 SF 2ND FLOOR = 2,105 SF, COVERAGE: 2,102 SF / 5,434 SF = 39 %, OUTDOOR LIVING SPACE = 1,714 SF
- LOT 4: 2,844 SF - TOTAL LAND AREA, 1,347 SF 1ST FLOOR, 995 SF 2ND FLOOR = 2,343 SF, COVERAGE: 2,343 SF / 2,844 SF = 83 %, OUTDOOR LIVING SPACE = 30 SF
- LOT 5: 10,237 SF - TOTAL LAND AREA, 1,207 SF 1ST FLOOR, 1,269 SF 2ND FLOOR = 2,476 SF, COVERAGE: 2,476 SF / 10,237 SF = 24 %, OUTDOOR LIVING SPACE = 5,863 SF

CITY OF MONCLAIR
 Planning Commission Approval
 Case No. 2014-21
 Resolution No. 14-181D
 Date: 12-11-14

Approved Rejected
 12-11-14



PREPARED BY

CALCIVIC ENGINEERING GROUP
 CONSULTING ENGINEERS & LAND SURVEYORS
 CIVIL / STRUCTURAL / LAND SURVEYING
 8100 PARKWAY WAY, ASTORIA, CALIFORNIA 97103
 TEL: (503) 325-2222 FAX: (503) 325-2222
 E-MAIL: calcivic@earthlink.net

AGENDA REPORT

SUBJECT: CONSIDER PROJECTS AND PRIORITIZATION OF FUNDING FOR THE FISCAL YEAR 2015-16 COMMUNITY DEVELOPMENT BLOCK GRANT PROGRAM	DATE: February 2, 2015
	SECTION: PUBLIC HEARINGS
	ITEM NO.: B
	FILE I.D.: GRT050
	DEPT.: COMMUNITY DEV.

REASON FOR CONSIDERATION: Each fiscal year, the City of Montclair is required to conduct a public hearing to prioritize funding for various competing Community Development Block Grant (CDBG) projects. This hearing is conducted in compliance with requirements of the Department of Housing and Urban Development (HUD) and the County of San Bernardino Department of Community Development and Housing (CDH).

BACKGROUND: The total funding available for Montclair's Fiscal Year 2015-16 CDBG Program has tentatively been determined to be \$246,256. This amount represents an approximately 15.4% decrease in the City's CDBG allotment as compared to Fiscal Year 2014-15.

CDBG restrictions limit the amount of funding for "public service" activities to 15% of this year's allocation, or \$36,938. Staff has recommended a continuance of funding for public service uses that have been funded by the City of Montclair in the past to the extent possible by funding restrictions.

Typically, in addition to City-sponsored programs and projects, CDH receives proposals from outside non-profit agencies and entities competing for funding from the City's annual allocation. However, no proposals were received from outside agencies requesting funding from the City's annual CDBG allocation during this funding cycle.

For the upcoming fiscal year, staff is recommending that additional funding be allocated to the accessibility improvements at the Recreation Center, which will include expansion of the weight room so that it is accessible and usable by disabled persons.

The City Council will note that the amounts originally requested for each City-sponsored CDBG program and listed in the "Eligible Proposals" attachment differ from those being recommended in this report. The reason for this is that staff was told in November 2014 to expect the City's CDBG allocation to be approximately 11.5% less than it was in Fiscal Year 2014-15 (\$291,239). Last month, the County informed staff that Montclair's anticipated allocation is \$246,256, a decrease of approximately 15.4% from FY 2014-15. Accordingly, the recommended funding amounts for each CDBG program have been adjusted downward to reflect the anticipated decrease in funding.

Prepared by: <u>Steve Lustris</u>	Reviewed and Approved by: <u>Steve Lustris</u>
Proofed by: <u>Jana Embree</u>	Presented by: <u>[Signature]</u>

Staff recommends the City Council approve the projects and funding levels summarized as follows:

Accessibility improvements to the Recreation Center, including expansion of the weight room to improve accessibility to the disabled	\$209,318*
Graffiti Abatement	26,500**
Montclair Golden Express	<u>10,438**</u>
TOTAL	<u>\$246,256</u>

*Total CDBG funding for this project - \$766,312

**Total public service projects - \$36,938

FISCAL IMPACT: The City expects to receive \$246,256 for the Fiscal Year 2015-16 CDBG Program.

RECOMMENDATION: Staff recommends the City Council approve the above projects and prioritization of funding for the Fiscal Year 2015-16 CDBG program.

RECEIVED
SAN BERNARDINO CO EDA

MONT15-005

Log Number
(Office Use Only)

2014 NOV 24 AM 11:20 COUNTY OF SAN BERNARDINO
COMMUNITY DEVELOPMENT AND HOUSING

2015-2016 COMMUNITY DEVELOPMENT BLOCK GRANT (CDBG) PROGRAM

MONT15-005 CONSTRUCTION IMPROVEMENTS PROJECT APPLICATION -

Construction and other community improvement projects include construction or rehabilitation of public facilities, parks, roads, water and sewer facilities; acquisition of real property for eligible public purposes; demolition and clearance of deteriorated buildings; code enforcement; and removal of architectural barriers. Please use the "Public Service Program Application" forms, rather than this set of forms, for any activities to provide services to clients not involving construction of buildings or facilities.

Change to methodology to allocation of funds: There are no longer minimum project funding thresholds. The total allowable number of newly funded projects is based on the percentage of each City's formula share of the CDBG allocation and the maximum number allowed for newly funded construction projects is based on the City's CDBG Administrative Cap. The cities of Big Bear Lake, Grand Terrace, Loma Linda, Needles, Twentynine Palms and the Town of Yucca Valley, which are receiving less than \$150,000 may only fund up to four (4) projects at any level. The remaining cities have the following allowable funding opportunities:

City	Total Allowable Projects	Maximum Number of Construction Projects	Estimated 15% Public Service Cap
Adelanto	9	2	\$37,896
Barstow	5	2	\$23,376
Colton	11	5	\$61,093
Highland	10	5	\$58,337
Montclair	9	2	\$38,647
Redlands	9	2	\$42,275
Yucaipa	7	2	\$33,886

Carefully read through the instructions and application forms. Answer all questions as specifically and completely as possible. If more space is needed, attach separate sheets. Submit one (1) signed paper copy. Use the tab button to go to the next form fillable field.

TYPE OR PRINT

A. Applicant Information	
1	Name of Applicant Organization: City of Montclair
2	Mailing Address: 5111 Benito Street, POB 2308 City: Montclair State: CA Zip: 91763
3	Contact Person: Steve Lustro
4	Title: Community Development Director
5	Phone: (909) 625-9431 ext. Fax: (909) 626-3691
6	E-mail Address: slustro@cityofmontclair.org

B. Project Description	
Using 25 words or less, provide a concise description of the proposed project. This 25 word description is required in order for this application to be considered complete. Consider items addressed under the General Project Eligibility section of the Project Application Instructions. A detailed project description is also required to be provided on page 6.	
The Recreation Center Accessibility Enhancement project will result in the public restrooms, public areas and racquetball courts being ADA-compliant to better facilitate access to and use of the building, originally constructed in 1961.	

2015-16 CONSTRUCTION IMPROVEMENTS PROJECT APPLICATION

C. Project Characteristics

1	Street address and nearest cross streets of the site or office where the program will be carried out: 5111 Benito Street (in the Civic Center, southeast quadrant of Benito Street and Fremont Avenue)
2	Legal property owner: City of Montclair
3	What is the current zoning? R-1 Is this use permitted in this zoning? Yes <input checked="" type="checkbox"/> No <input type="checkbox"/> If no, explain why:
4	Is a conditional use permit required? Yes <input type="checkbox"/> No <input checked="" type="checkbox"/> (If yes, attach a copy of the permit.)
5	Complete applicable items for all construction projects (including rehabilitation, acquisition and demolition). Assessor's parcel number: 1010-301-20 Square footage of proposed building or building addition: +/- 11,500 sf (existing) Square footage of construction site parcel: 2.89 acres Length of improvements if street, water or sewer project: N/A Service capacity of existing facility: Improved service capacity of the facility: Age of structure: 53 years Is the structure registered as a historic landmark under: State <input type="checkbox"/> Federal <input type="checkbox"/> Local law <input type="checkbox"/> (If registered, attach a copy of the registration)
6	Check the community need that will be addressed by this application: Public Facility Needs: Senior Center Improvements <input type="checkbox"/> Community Center Improvements <input type="checkbox"/> Child Care Center Improvements <input type="checkbox"/> Youth Center Improvements <input type="checkbox"/> Park & Recreation Improvements <input checked="" type="checkbox"/> Fire Station Improvements <input type="checkbox"/> Social Care Facility Improvements <input type="checkbox"/> Code Enforcement Needs: Code Enforcement <input type="checkbox"/> Demolition and Clearance <input type="checkbox"/> Blight Abatement <input type="checkbox"/> Other <input checked="" type="checkbox"/> (Please describe) Improved accessibility to recreation facilities by low-to-moderate income residents, the indigent, and the homeless. Infrastructure Needs: Water and Sewer Improvements <input type="checkbox"/> Drainage Improvements <input type="checkbox"/> Street Improvements <input type="checkbox"/> Sidewalk Improvements <input type="checkbox"/> Commercial/Industrial Infrastructure Development <input type="checkbox"/> Accessibility Needs: Removal of Architectural Barriers <input checked="" type="checkbox"/> Historic Preservation Needs: Historic Preservation Improvements <input type="checkbox"/>
7	Describe the geographic boundaries of the neighborhood, community, or region to be served by this project. This description must include service area boundaries if land acquisition or structural improvements are proposed (attach a map): The City's Recreation Center facilities are used by Montclair residents of all ages, including senior citizens, the indigent, and the homeless. The facility includes three (3) indoor racquetball courts, men's and women's restrooms, shower facilities, weight room/gym, medical clinic, classrooms, and staff offices.

2015-16 CONSTRUCTION IMPROVEMENTS PROJECT APPLICATION

D. Project Budget

Provide the estimated financial data for the project as requested below for the appropriate project group. Costs should be based on the best information available. When preparing this data, consider the following factors: (a) project should be completed in one phase if possible, or if phased, operational capability of the phases should be independent of each other; (b) a phased project should be prioritized and broken into distinct parts, with estimated cost and priority for each part; (c) **apply federal prevailing wage rates to construction projects over \$2,000. See Attachment A "Highlights of Federal Standards Provisions" page 8.**

	CDBG Share	Other Source
Architectural and engineering services	\$	\$70,000
Site acquisition	\$	\$
Local Review application	\$	\$
Construction	\$219,000	\$
Other	\$	\$
Total Costs	\$219,000	\$70,000
Grand Total (CDBG & Other)	\$289,000	
Estimator (name and title): Steve Lustro, Community Development Director		

E. Amount of CDBG Funds Requested

1	Amount of CDBG funds requested in this application (must equal Section D CDBG Share)	\$219,000
2	Additional funds to be provided by <u>Other Source(s)</u> for this project. The date that the <u>Other Source(s)</u> of funds have been or will be awarded and available, must be stated below:	
	Source(s) HUD <input checked="" type="checkbox"/> Federal (Type of Funding): CDBG (FY 2011-15) <input type="checkbox"/> State (Type of Funding): _____ <input type="checkbox"/> County (Type of Funding): _____ <input type="checkbox"/> Other (Type of Funding) _____ Award Date / / Date Available / /	\$70,000
	Source(s) <input type="checkbox"/> Federal (Type of Funding): _____ <input type="checkbox"/> State (Type of Funding): _____ <input type="checkbox"/> County (Type of Funding): _____ <input type="checkbox"/> Other (Type of Funding) _____ Award Date / / Date Available / /	\$
	Source(s) <input type="checkbox"/> Federal (Type of Funding): _____ <input type="checkbox"/> State (Type of Funding): _____ <input type="checkbox"/> County (Type of Funding): _____ <input type="checkbox"/> Other (Type of Funding) _____ Award Date / / Date Available / /	\$
	Source(s) <input type="checkbox"/> Federal (Type of Funding): _____ <input type="checkbox"/> State (Type of Funding): _____ <input type="checkbox"/> County (Type of Funding): _____ <input type="checkbox"/> Other (Type of Funding) _____ Award Date / / Date Available / /	\$
	Total of Other Sources (Should equal "Total costs, Other Sources" in section D above)	\$70,000

Please note: If this project also benefits residents of non-participating jurisdictions, matching funds in proportion to the percentage of non-cooperating residents to be served must be provided by other funding sources.

2015-16 CONSTRUCTION IMPROVEMENTS PROJECT APPLICATION

F. Benefit Areas

This section requires a breakdown of the requested CDBG funds according to the proposed project's benefit area. Only enter amounts for cities where the project will provide a primary benefit. Partial funding of a project application may occur and must be considered when calculating a requested amount for more than one area. **The cities of Big Bear Lake, Grand Terrace, Loma Linda, Needles, Twentynine Palms and the Town of Yucca Valley which are receiving less than \$150,000, may only fund up to four (4) projects at any level. The remaining cities may fund according to the table on page 1 of this application and in the Application Instructions for Section F.**

- 1) **Cooperating Cities:** The following cities participate as cooperating cities in the County's CDBG program. Please determine if the primary service area for your proposed project would include one or more of the following cities. If the project would provide predominant or partial benefit to city residents, the County will request a funding recommendation from the benefiting city or cities. Enter the requested amount of CDBG funds needed to provide the proposed project to each applicable city. Sub-total your entries below.

	Amount Requested		Amount Requested
Adelanto	\$	Montclair	\$219,000
Barstow	\$	Needles	\$
Big Bear Lake	\$	Redlands	\$
Colton	\$	Twentynine Palms	\$
Grand Terrace	\$	Yucaipa	\$
Highland	\$	Town of Yucca Valley	\$
Loma Linda	\$		
Sub-total of Funds Benefiting Cooperating Cities:			\$219,000

- 2) **Total Funds:** This amount must equal the amount of CDBG funds requested in this application on Line 1, in Section E.

Total Funds Requested	\$219,000
------------------------------	-----------

G. Maintenance and Operation

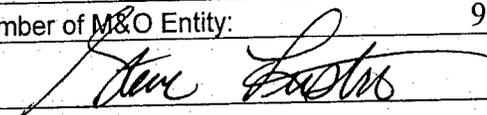
All capital improvements or facilities will require a Maintenance and Operation (M & O) contract between the County and an M & O Entity. The MAINTENANCE AND OPERATION COMMITMENT must be signed by a representative of the M & O entity with authority to obligate the organization.

- 1) **MAINTENANCE AND OPERATION COMMITMENT:** The governing body of the below named public, quasi-public, or non-profit entity has the financial capacity and is willing to assume the Maintenance and Operation (M & O) responsibility and costs associated with the indicated community development project. This body has reviewed the "Estimated Annual Maintenance and Operation Budget" part of this section. To the best of this body's ability, it has determined this budget to be a true and accurate estimate of the annual M & O costs for the proposed project.

It is understood that without a commitment for maintenance and operation, the indicated project may not be considered for funding under the Community Development Block Grant program. Should this project be funded, a formal M & O contract between the County and the M & O entity shall be written and signed before any funds can be released.

NOTE: The Maintenance and Operation cost for capital improvements and facilities are not eligible for CDBG funding.

Proposed Project:	Recreation Center Accessibility Enhancement
Legal/Incorporated Name of Prospective M&O Entity:	City of Montclair
Address:	5111 Benito Street, PO Box 2308, Montclair, CA 91763
Federal I.D. Number of M&O Entity:	95-6005731

Signature:  Title: Comm. Development Director

Print Name: Steve Lustro Date: 11/18/2014

2015-16 CONSTRUCTION IMPROVEMENTS PROJECT APPLICATION

2) **ESTIMATED ANNUAL MAINTENANCE AND OPERATION BUDGET**

M&O Annual Expenses

Estimated Dollar Value

Utilities

Electric	\$ 3,000
Water	\$ 1,500
Gas	\$ 500
Telephone	\$ 500
Disposal Service	\$
Other ()	\$
Sub-total	\$ 5,500

Materials

Janitorial Supplies	\$ 800
Office Supplies	\$
Recreational Supplies	\$
Ground Supplies	\$
Other ()	\$
Sub-total	\$ 800

Maintenance—Capital Improvements

Building Repair	\$ 5,000
Maintenance of Equipment	\$ 3,000
Improvements to Property	\$
Other ()	\$
Sub-total	\$ 8,000

Insurance

Liability	\$ 3,000
Fire	\$ 2,000
Other ()	\$
Sub-total	\$ 5,000

***Personnel**

	# Of People	Man-Hours
Maintenance	2	3,000
Secretary	1	2,080
Administrator	1	2,080
Program Staff	6	8,000
Other		

	\$ 60,000
	\$ 58,000
	\$ 146,000
	\$ 130,000
	\$
Sub-total	\$ 394,000

*List # of people and man hours based on 2080 Hours per year.
Dollar value must include salaries and benefits.

M&O Annual Expense Total \$ 413,300

Revenue Sources (List out all sources such as budget sources, memberships, user fees, etc.)

	\$
	\$
	\$
Budgeted Revenue Total	\$ 0

Assets/Liabilities

Budgeted Revenue minus M&O Expense \$ -413,300

2015-16 CONSTRUCTION IMPROVEMENTS PROJECT APPLICATION

H. Organizational Information

1) **Organizational History:** (This is applicable only if you are a non-profit organization).

a. Date organization founded: / /	
b. Date organization incorporated as a non-profit organization: / /	
c. Federal Identification Number:	State Identification Number:
d. Number of paid staff:	Number of volunteers:
e. DUNS Number:	

2) Is this a "faith-based" organization? **Yes No

**Generally, a faith-based organization was founded or is inspired by faith or religion. Such organizations often choose to demonstrate that faith by carrying out one or more activities that assist persons who are less fortunate.

DETAILED PROJECT DESCRIPTION

(Continuation of Section B, Project Description, Page 1)

Within the space provided on this page, provide detailed information on the construction project to be completed, its purpose and its beneficiaries. Include professional estimates for material and labor costs, the square footage of the proposed project and any pertinent construction related information. Also, include the cost of any required permitting for the proposed project, such as building permits. Please attach applicable maps, plans and brochures.

The Recreation Center Accessibility Enhancement project is a continuation of the City of Montclair's efforts to improve and enhance ease of access of its civic facilities to all residents and visitors. City Hall, the Youth Center, and the Senior Center are all ADA-accessible. The Community Center Accessibility Enhancement project, funded through CDBG, was completed in November 2013. The first phase of the Recreation Center project, which is scheduled to commence in January 2015, will involve the demolition and re-construction of the restrooms and showers within the approximately 11,500 square-foot facility, the original portion of which was constructed in 1961, making it the oldest building in the Montclair Civic Center. The existing restrooms are substandard in size and configuration and as such, cannot meet minimum ADA requirements. Showers would also be modified to meet ADA standards. Additionally, access to the three existing indoor racquetball courts is not ADA-compliant; this project would include modifying the doorways to all three racquetball courts to comply with ADA. Further, the main desk/counter where facility users check-in is not ADA-compliant. The first phase of the project will relocate the check-in desk in order to provide an ADA-compliant counter for disabled users of the facility.

The second phase of the project, for which funding is being sought for FY 2015-16, would involve expansion of the existing weight room/gym. The existing facility, which is well used by residents who cannot afford a gym or health club membership, is only 462 square feet and contains nine exercise machines. Consequently, the equipment is somewhat crowded into the space and there is limited room for users to move around. Access around the room by the disabled is nearly impossible. The proposed expansion of the weight room/gym weight room into an existing hallway and underutilized outdoor patio would add approximately 600 square feet to the facility, thereby allowing it to be more comfortably occupied by an increased number of users and making it accessible to the disabled. Staff feels these improvements are critically needed in a building that is regularly used by a diverse population, including youth, adults, senior citizens, the indigent, and the homeless.

(Please note that approximately \$70,000 is expected to be remaining from the FYs 2011-15 CDBG allocation for the Community Center/Recreation Center Accessibility Enhancement program as of June 30, 2015. These excess funds would be used to complete the second phase of the Recreation Center project.)

2015-16 CONSTRUCTION IMPROVEMENTS PROJECT APPLICATION

DETAILED PROJECT DESCRIPTION (Continued)

[Empty box for detailed project description]

COUNTYWIDE VISION

Briefly describe how this project contributes to the Countywide Vision as shown on the cover page of this application. Please check at least one of the boxes. A form fillable field is also provided for additional input.

The second phase of the Recreation Center Accessibility Enhancement project would improve accessibility to and enhance the facility's weight room/gym, which is used largely by Montclair residents who cannot afford a gym or health club membership. Its proposed expansion would allow the placement of additional, state-of-the-art equipment so that more residents can take advantage of the facility.

- Implement the Countywide Vision.**
- Create, Maintain and Grow Jobs and Economic Value in the County.**
- Improve County Government Operations.**
- Operate in a Fiscally-Responsible and Business-Like Manner.**
- Ensure Development of a Well-Planned, Balanced, and Sustainable County.**
- Maintain Public Safety.**
- Provide for the Health and Social Services Needs of County Residents.**
- Pursue County Goals and Objectives by Working with Other Governmental Agencies.**

DETAILED PROJECT TIMELINE AND EXPENDITURE OF FUNDS

PROJECT TIMELINE:

DESIGN: Start Date: 3/1/2015 Completion Date: 5/30/2015

BID PACKAGE: Submission to CDH for Approval Date: 8/1/2015

CONTRACTOR SELECTION: Date: 10/1/2015

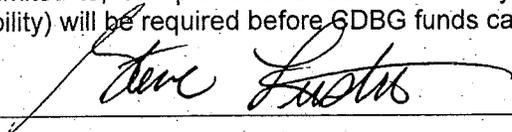
CONSTRUCTION DATES: Start Date: 1/1/2016 Est. Completion Date: 3/31/2016

EXPENDITURE OF FUNDS: (Please provide projected dates for submission of reimbursement claims and the amount of each)

Beginning Allocation:	\$	<u>219,000</u>	
Reimbursement Claim:	Date:	<u>3/1/16</u>	\$ <u>75,000</u>
Reimbursement Claim:	Date:	<u>5/1/16</u>	\$ <u>75,000</u>
Reimbursement Claim:	Date:	<u>7/1/16</u>	\$ <u>69,000</u>
Reimbursement Claim:	Date:	_____	\$ _____
Reimbursement Claim:	Date:	_____	\$ _____
Reimbursement Claim:	Date:	_____	\$ _____
Reimbursement Claim:	Date:	_____	\$ _____
Reimbursement Claim:	Date:	_____	\$ _____
Reimbursement Claim:	Date:	_____	\$ _____
Reimbursement Claim:	Date:	_____	\$ _____
Reimbursement Claim:	Date:	_____	\$ _____
Reimbursement Claim:	Date:	_____	\$ _____
Reimbursement Claim:	Date:	_____	\$ _____

Authorized Signature: To the best of my knowledge, the information provided on this application is true and I am authorized to submit this application on behalf of the applicant organization. Also, I acknowledge that insurance coverage including, but not limited to, Comprehensive General Liability, Automobile Liability, and Professional Liability (or Errors and Omissions Liability) will be required before CDBG funds can be made available to approved projects.

Signature: _____



Title: Comm. Development Director

Print Name: Steve Lustro

Date: 11 /18/ 2014

PLEASE SUBMIT ONE SIGNED PAPER COPY OF EACH COMPLETED AND SIGNED PROJECT APPLICATION TO:
County of San Bernardino, Community Development and Housing, 385 North Arrowhead Avenue, Third Floor, San Bernardino, CA 92415-0043, Attention: Program and Compliance Section.

For assistance or information regarding the completion of this application, call (909) 387-4705 or FAX (909) 387-4415.

This application form can be accessed on CDH's Website at: <http://www.sbcountyadvantage.com/CDBG.aspx>

Attachment A

2015-16 CONSTRUCTION IMPROVEMENTS PROJECT APPLICATION HIGHLIGHTS OF FEDERAL STANDARDS PROVISIONS (DAVIS -BACON ACT)

- Applies to any construction, rehabilitation, alteration, or repair, including painting, flooring, and decoration, in an amount of \$2,000 or more, any part of which is federal money.
- The prevailing federal wage rates and fringe benefits are effective as of the date of the advertisement for bids. (Davis-Bacon wage rate schedule is available on the internet at: <http://www.wdol.gov/dba.aspx#0>)
- Workers must be paid weekly and certified payrolls submitted weekly in the prescribed format. The payrolls must include details of each worker's job classification, hours worked, and wages and benefits paid. Certified payrolls must be reviewed as soon as they are received and compared to the appropriate federal wage decision. Any discrepancies must be resolved immediately.
- Workers must be interviewed on the job site regarding appropriate job classification and wages and benefits received. Employee interviews must be compared to the appropriate federal wage decision. Any discrepancies must be resolved immediately.
- Contractor and subrecipient must maintain all records for a minimum of five years after completion of the project.

Federal Fair Housing Laws

All County of San Bernardino Department of Community Development and Housing programs must ensure compliance with Federal Fair Housing Laws. Fair housing is a condition in which individuals of similar income levels in the same housing market have a like-range of housing choice available to them regardless of age, ancestry, color, disability, familial status, marital status, national origin, race, religion, sex, sexual orientation, source of income, or any other arbitrary factors.

The federal Fair Housing Act of 1968 and Fair Housing Amendments Act of 1988 (42 U.S. Code §§ 3601-3619, 3631) are federal fair housing laws that prohibit discrimination in all aspects of housing, such as the sale, rental, lease or negotiation for real property. The Fair Housing Act prohibits discrimination based on race, religion, and national origin. In 1988, the Fair Housing Act was amended to extend protection to familial status and people with disabilities (mental or physical). In addition, the Amendment Act provides for "reasonable accommodations," allowing structural modifications for persons with disabilities if requested, at their own expense, and sets housing code standards for new multi-family dwellings to accommodate the physically disabled.

CDBG Application Checklist

Community-based organizations are required to include one copy of the items listed below. If you are not submitting these items at this time, please notify the Community Development Division at (909) 387-4705 to make other arrangements. The following information is required before any contract or reimbursement can be completed.

- Summary of agency's current year General Operating Budget
- List of agency's Board of Directors, including names and addresses
- Proof of existing non-profit/tax-exempt status (Letters from the Federal Internal Revenue Service and State Franchise Tax Board)
- Current certificate of insurance and amounts covered
- Organizational chart
- Minutes of last Board meeting

If your application is funded you will be required to provide a copy of your last audit and your Articles of Incorporation and Bylaws must be on file.

2014 NOV 24 AM 11:20

COUNTY OF SAN BERNARDINO
COMMUNITY DEVELOPMENT AND HOUSING

2015-2016 COMMUNITY DEVELOPMENT BLOCK GRANT (CDBG) PROGRAM

MONT15-006 - PUBLIC SERVICE PROGRAM APPLICATION -

Public service programs involve the use of CDBG funds to pay the non-construction costs of providing new or expanded services such as: graffiti removal, social services, transportation services (in support of qualified social services); employment, housing, legal, health and education services; blight abatement type activities. Please note that federal regulations limit the use of CDBG funds for all public services to 15 percent of the County's annual grant.

Change to methodology to allocation of funds: There are no longer minimum project funding thresholds. The total allowable number of newly funded projects is based on the percentage of each City's formula share of the CDBG allocation and the maximum number allowed for newly funded construction projects is based on the City's CDBG Administrative Cap. The cities of Big Bear Lake, Grand Terrace, Loma Linda, Needles, Twentynine Palms and the Town of Yucca Valley, which are receiving less than \$150,000 may only fund up to four (4) projects at any level. The remaining cities have the following allowable funding opportunities:

City	Total Allowable Projects	Maximum Number of Construction Projects	Estimated 15% Public Service Cap
Adelanto	9	2	\$37,896
Barstow	5	2	\$23,376
Colton	11	5	\$61,093
Highland	10	5	\$58,337
Montclair	9	2	\$38,647
Redlands	9	2	\$42,275
Yucaipa	7	2	\$33,886

Carefully read through the instructions and application forms. Answer all questions as specifically and completely as possible. If more space is needed, attach separate sheets. Submit one (1) signed paper copy. Use the tab button to go to the next form fillable field.

TYPE OR PRINT

A. Applicant Information	
1	Name of Applicant Organization: City of Montclair
2	Mailing Address: 5111 Benito Street, PO Box 2308 City: Montclair State: CA Zip: 91763
3	Contact Person: Steve Lustro
4	Title: Community Development Director
5	Phone: (909) 625-9431 ext. Fax: (909) 626-3691
6	E-mail Address: slustro@cityofmontclair.org
B. Project Description	
Using 25 words or less, provide a concise description of the proposed program. This 25 word description is required in order for this application to be considered complete. Consider items addressed under the General Project Eligibility section of the Project Application Instructions. A detailed project description is also required to be provided on page 5.	
Graffiti abatement is performed by City of Montclair crews within the CDBG target area. Graffiti is generally abated by painting, power washing or sandblasting.	

2015-2016 PUBLIC SERVICE PROGRAM APPLICATION

C. Project Characteristics	
1	Street address and nearest cross streets of the site or office where the program will be carried out: Streets, alleys and public places within the Montclair CDBG target area.
2	Legal property owner: City of Montclair
3	What is the current zoning? N/A Is this use permitted in this zoning? Yes <input type="checkbox"/> No <input type="checkbox"/> If no, explain why:
4	Is a conditional use permit required? Yes <input type="checkbox"/> No <input checked="" type="checkbox"/> (If yes, attach a copy of the permit.)
5	This community service would address the following community need(s): (Please check all that apply) <div style="display: flex; justify-content: space-between;"> <div style="width: 45%;"> <p>Public Service Needs:</p> <input type="checkbox"/> Senior Services <input type="checkbox"/> Handicapped Services <input type="checkbox"/> Youth Services <input type="checkbox"/> Child Care Services <input type="checkbox"/> Transportation Services <input type="checkbox"/> Substance Abuse Services <input type="checkbox"/> Employment Training <input type="checkbox"/> Health Services <input type="checkbox"/> Lead Hazard Screening <input checked="" type="checkbox"/> Crime Awareness </div> <div style="width: 45%;"> <p>Planning Needs:</p> <input type="checkbox"/> Planning </div> </div> <input checked="" type="checkbox"/> Other: (Please describe): Prevent and eliminate blight
6	Describe the geographic boundaries of the neighborhood, community or area in which clients of the proposed program reside (attach a map if needed): Multifamily neighborhoods and commercial areas within the Montclair CDBG target area.
7	The proposed community service would be provided to: (Please check all that apply) <div style="display: flex; justify-content: space-between;"> <div style="width: 45%;"> <input checked="" type="checkbox"/> Low-and-moderate-income persons or households <input type="checkbox"/> Abused children <input type="checkbox"/> Handicapped persons <input type="checkbox"/> Illiterate persons </div> <div style="width: 45%;"> <input type="checkbox"/> Battered spouses <input type="checkbox"/> Homeless persons <input type="checkbox"/> Migrant farm workers <input type="checkbox"/> Elderly persons </div> </div>
8	Estimated unduplicated number of clients/persons projected to be served during the program year (e.g. 25 clients; 50 seniors): 3,000 (e.g. <i>Per month 25 clients will be provided with shelter services for 12 months reflecting 300 per year.</i>)
9	Estimated yearly units of service (duplicated, e.g. 25 clients x 10 visits=250 units of service): 11,000 (e.g. <i>Per month 25 clients will be provided 10 counseling sessions for 12 months reflecting 3,000 units of services per year.</i>)

2015-2016 PUBLIC SERVICE PROGRAM APPLICATION

D. Project Budget		
	CDBG Share	Other Source
Personnel	\$14,500	\$9,100
Equipment (Rental, Lease or Purchase)	\$	\$8,500
Consultant Services (Auditing, Accounting or Payroll Services)	\$	\$
Space Rent	\$	\$
Insurance	\$	\$
Consumable Supplies	\$	\$
Other	\$13,500	\$15,000
Total Costs	\$ 28000	\$ 32600
Grand Total (CDBG & Other)	\$60600	
Estimator (name and title): Steve Lustro, Community Development Director		

E. Amount of CDBG Funds Requested		
1	Amount of CDBG funds requested in this application (must equal Section D CDBG Share)	\$28,000
2	Additional funds to be provided by <u>Other Source(s)</u> for this project. The date that the <u>Other Source(s)</u> of funds have been or will be awarded and available, must be stated below:	
	Source(s) City of Montclair <input type="checkbox"/> Federal (Type of Funding): _____ <input type="checkbox"/> State (Type of Funding): _____ <input type="checkbox"/> County (Type of Funding): _____ <input checked="" type="checkbox"/> Other (Type of Funding): General Fund Award Date 07/01/2015 Date Available 07/01/2015	\$32,600
	Source(s) <input type="checkbox"/> Federal (Type of Funding): _____ <input type="checkbox"/> State (Type of Funding): _____ <input type="checkbox"/> County (Type of Funding): _____ <input type="checkbox"/> Other (Type of Funding): _____ Award Date / / Date Available / /	\$
	Source(s) <input type="checkbox"/> Federal (Type of Funding): _____ <input type="checkbox"/> State (Type of Funding): _____ <input type="checkbox"/> County (Type of Funding): _____ <input type="checkbox"/> Other (Type of Funding): _____ Award Date / / Date Available / /	\$
	Source(s) <input type="checkbox"/> Federal (Type of Funding): _____ <input type="checkbox"/> State (Type of Funding): _____ <input type="checkbox"/> County (Type of Funding): _____ <input type="checkbox"/> Other (Type of Funding): _____ Award Date / / Date Available / /	\$
	Total of Other Sources (Should equal "Total costs, Other Sources" in section D above)	\$32600

Please note: If this project also benefits residents of non-participating jurisdictions, matching funds in proportion to the percentage of non-cooperating residents to be served must be provided by other funding sources.

2015-2016 PUBLIC SERVICE PROGRAM APPLICATION

DETAILED PROJECT DESCRIPTION

(Continuation of Section B, Project Description, Page 1)

Provide detailed information needed to fully describe the proposed public service, its purpose and its beneficiaries. Please attach applicable maps, plans and brochures.

The City of Montclair provides graffiti abatement throughout the Montclair CDBG target area through the use of City personnel, equipment and supplies. This recurring form of urban blight degrades the City and the region unless it is promptly and vigorously abated. All residents and owners of residential and commercial property benefit by the continuation of this program.

**2015-2016 PUBLIC SERVICE PROGRAM APPLICATION
DETAILED PROJECT DESCRIPTION (Continued)**

COUNTYWIDE VISION

Briefly describe how this project contributes to the Countywide Vision as shown on the cover page of this application. Please check at least one of the boxes. A form fillable field is also provided for additional input.

The continued operation of the City's Graffiti Abatement program will help maintain Montclair as a desirable place to live and work and encourage investment in the community by private property owners.

- Implement the Countywide Vision.**
- Create, Maintain and Grow Jobs and Economic Value in the County.**
- Improve County Government Operations.**
- Operate in a Fiscally-Responsible and Business-Like Manner.**
- Ensure Development of a Well-Planned, Balanced, and Sustainable County.**
- Maintain Public Safety.**
- Provide for the Health and Social Services Needs of County Residents.**
- Pursue County Goals and Objectives by Working with Other Governmental Agencies.**

DETAILED PROJECT TIMELINE AND EXPENDITURE OF FUNDS

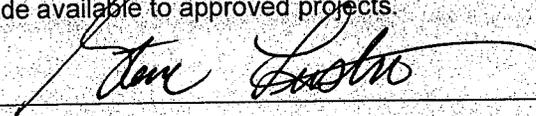
TIME OF PERFORMANCE: July 1, 2015 through June 30, 2016

FINAL REIMBURSEMENT DEADLINE: A final request for reimbursement shall be submitted for the program year no later than July 31, 2016. After July 31, 2016, any balance remaining in this project will be reprogrammed.

EXPENDITURE OF FUNDS: (Please provide projected dates for submission of reimbursement claims and the amount of each)

Beginning Allocation:	\$	<u>28,000</u>	
Reimbursement Claim:	Date:	<u>10/15/2015</u>	\$ <u>7,000</u>
Reimbursement Claim:	Date:	<u>01/20/2016</u>	\$ <u>7,000</u>
Reimbursement Claim:	Date:	<u>04/15/2016</u>	\$ <u>7,000</u>
Reimbursement Claim:	Date:	<u>07/15/2016</u>	\$ <u>7,000</u>
Reimbursement Claim:	Date:	_____	\$ _____
Reimbursement Claim:	Date:	_____	\$ _____
Reimbursement Claim:	Date:	_____	\$ _____
Reimbursement Claim:	Date:	_____	\$ _____
Reimbursement Claim:	Date:	_____	\$ _____
Reimbursement Claim:	Date:	_____	\$ _____
Reimbursement Claim:	Date:	_____	\$ _____
Reimbursement Claim:	Date:	_____	\$ _____
Reimbursement Claim:	Date:	_____	\$ _____

Authorized Signature: To the best of my knowledge, the information provided on this application is true and I am authorized to submit this application on behalf of the applicant agency. Also, I acknowledge that insurance coverage including, but not limited to, Comprehensive General Liability and Automobile Liability, and Professional Liability will be required before CDBG funds can be made available to approved projects.

Signature: 

Title: Community Development Director

Print Name: Steve Lustro

Date: 11/18/2014

PLEASE SUBMIT ONE SIGNED PAPER COPY OF EACH COMPLETED AND SIGNED PROJECT APPLICATION TO: County of San Bernardino, Community Development and Housing, 385 North Arrowhead Avenue, Third Floor, San Bernardino, CA 92415-0043, Attention: Program and Compliance Section.

For assistance or information regarding the completion of this application, call (909) 387-4705 or FAX (909) 387-4415.

This application form can be accessed on the CDH Web Page at: <http://www.sbcountyadvantage.com/CDBG.aspx>.

2015-2016 PUBLIC SERVICE PROGRAM APPLICATION

CDBG Application Checklist

Community-based organizations are required to include one copy of the items listed below. If you are not submitting these items at this time, please notify Community Development and Housing at (909) 387-4705 to make other arrangements. The following information is required before any contract or reimbursement can be completed.

- Summary of agency's current year General Operating Budget
- List of agency's Board of Directors, including names and addresses
- Proof of existing non-profit/tax-exempt status (Letters from the Federal Internal Revenue Service and State Franchise Tax Board)
- Current certificate of insurance and amounts covered
- Organizational chart
- Minutes of last Board meeting

If your application is funded you will be required to provide a copy of your last audit and your Articles of Incorporation and Bylaws must be on file.

RECEIVED
SAN BERNARDINO CO EDA

2014 NOV 24 AM 11:20

MONTIS-007
Log Number
(Office Use Only)

COUNTY OF SAN BERNARDINO
COMMUNITY DEVELOPMENT AND HOUSING

2015-2016 COMMUNITY DEVELOPMENT BLOCK GRANT (CDBG) PROGRAM

MONTIS-007 - PUBLIC SERVICE PROGRAM APPLICATION -

Public service programs involve the use of CDBG funds to pay the non-construction costs of providing new or expanded services such as: graffiti removal, social services, transportation services (in support of qualified social services); employment, housing, legal, health and education services; blight abatement type activities. Please note that federal regulations limit the use of CDBG funds for all public services to 15 percent of the County's annual grant.

Change to methodology to allocation of funds: There are no longer minimum project funding thresholds. The total allowable number of newly funded projects is based on the percentage of each City's formula share of the CDBG allocation and the maximum number allowed for newly funded construction projects is based on the City's CDBG Administrative Cap. The cities of Big Bear Lake, Grand Terrace, Loma Linda, Needles, Twentynine Palms and the Town of Yucca Valley, which are receiving less than \$150,000 may only fund up to four (4) projects at any level. The remaining cities have the following allowable funding opportunities:

City	Total Allowable Projects	Maximum Number of Construction Projects	Estimated 15% Public Service Cap
Adelanto	9	2	\$37,896
Barstow	5	2	\$23,376
Colton	11	5	\$61,093
Highland	10	5	\$58,337
Montclair	9	2	\$38,647
Redlands	9	2	\$42,275
Yucaipa	7	2	\$33,886

Carefully read through the instructions and application forms. Answer all questions as specifically and completely as possible. If more space is needed, attach separate sheets. Submit one (1) signed paper copy. Use the tab button to go to the next form fillable field.

TYPE OR PRINT

A. Applicant Information	
1	Name of Applicant Organization: City of Montclair
2	Mailing Address: 5111 Benito Street, PO Box 2308 City: Montclair State: CA Zip: 91763
3	Contact Person: Steve Lustro
4	Title: Community Development Director
5	Phone: (909) 625-9431 ext. Fax: (909) 626-3691
6	E-mail Address: slustro@cityofmontclair.org

B. Project Description
Using 25 words or less, provide a concise description of the proposed program. This 25-word description is required in order for this application to be considered complete. Consider items addressed under the General Project Eligibility section of the Project Application Instructions. A detailed project description is also required to be provided on page 5.
The Golden Express transportation program provides curb-to-curb service for senior citizens age 60 and older who are Montclair residents. The service provides transportation to the City's Senior Center and general errands within the regular service area. The program also provides transportation for residents to and from medical services and appointments outside the regular service area.

2015-2016 PUBLIC SERVICE PROGRAM APPLICATION

C. Project Characteristics	
1	Street address and nearest cross streets of the site or office where the program will be carried out: 5111 Benito Street, Montclair, CA 91763
2	Legal property owner: City of Montclair
3	What is the current zoning? R-1 Is this use permitted in this zoning? Yes <input checked="" type="checkbox"/> No <input type="checkbox"/> If no, explain why:
4	Is a conditional use permit required? Yes <input type="checkbox"/> No <input checked="" type="checkbox"/> (If yes, attach a copy of the permit.)
5	This community service would address the following community need(s): (Please check all that apply) <div style="display: flex; justify-content: space-between;"> <div style="width: 45%;"> <p>Public Service Needs:</p> <input checked="" type="checkbox"/> Senior Services <input checked="" type="checkbox"/> Handicapped Services <input type="checkbox"/> Youth Services <input type="checkbox"/> Child Care Services <input checked="" type="checkbox"/> Transportation Services <input type="checkbox"/> Substance Abuse Services <input type="checkbox"/> Employment Training <input type="checkbox"/> Health Services <input type="checkbox"/> Lead Hazard Screening <input type="checkbox"/> Crime Awareness <input type="checkbox"/> Other: (Please describe): </div> <div style="width: 45%;"> <p>Planning Needs:</p> <input type="checkbox"/> Planning </div> </div>
6	Describe the geographic boundaries of the neighborhood, community or area in which clients of the proposed program reside (attach a map if needed): City of Montclair corporate boundaries
7	The proposed community service would be provided to: (Please check all that apply) <input checked="" type="checkbox"/> Low-and-moderate-income persons or households <input type="checkbox"/> Battered spouses <input type="checkbox"/> Abused children <input type="checkbox"/> Homeless persons <input checked="" type="checkbox"/> Handicapped persons <input type="checkbox"/> Migrant farm workers <input type="checkbox"/> Illiterate persons <input checked="" type="checkbox"/> Elderly persons
8	Estimated unduplicated number of clients/persons projected to be served during the program year (e.g. 25 clients, 50 seniors): 125 (e.g. Per month 25 clients will be provided with shelter services for 12 months reflecting 300 per year).
9	Estimated yearly units of service (duplicated, e.g. 25 clients x 10 visits=250 units of service): 4,000 (e.g. Per month 25 clients will be provided 10 counseling sessions for 12 months reflecting 3,000 units of services per year).

2015-2016 PUBLIC SERVICE PROGRAM APPLICATION

D. Project Budget		
	CDBG Share	Other Source
Personnel	\$10,647	\$15,250
Equipment (Rental, Lease or Purchase)	\$	\$
Consultant Services (Auditing, Accounting or Payroll Services)	\$	\$
Space Rent	\$	\$
Insurance	\$	\$
Consumable Supplies	\$	\$7,000
Other	\$	\$
Total Costs	\$ 10647	\$ 22250
Grand Total (CDBG & Other)	\$32897	
Estimator (name and title): Steve Lustro, Community Development Director		

E. Amount of CDBG Funds Requested		
1	Amount of CDBG funds requested in this application (must equal Section D CDBG Share)	\$10,647
2	Additional funds to be provided by <u>Other Source(s)</u> for this project. The date that the <u>Other Source(s)</u> of funds have been or will be awarded and available, must be stated below:	
	Source(s) City of Montclair <input type="checkbox"/> Federal (Type of Funding): _____ <input type="checkbox"/> State (Type of Funding): _____ <input type="checkbox"/> County (Type of Funding): _____ <input checked="" type="checkbox"/> Other (Type of Funding): General Fund Award Date 07/01/2015 Date Available 07/01/2015	\$22,250
	Source(s) <input type="checkbox"/> Federal (Type of Funding): _____ <input type="checkbox"/> State (Type of Funding): _____ <input type="checkbox"/> County (Type of Funding): _____ <input type="checkbox"/> Other (Type of Funding): _____ Award Date / / Date Available / /	\$
	Source(s) <input type="checkbox"/> Federal (Type of Funding): _____ <input type="checkbox"/> State (Type of Funding): _____ <input type="checkbox"/> County (Type of Funding): _____ <input type="checkbox"/> Other (Type of Funding): _____ Award Date / / Date Available / /	\$
	Source(s) <input type="checkbox"/> Federal (Type of Funding): _____ <input type="checkbox"/> State (Type of Funding): _____ <input type="checkbox"/> County (Type of Funding): _____ <input type="checkbox"/> Other (Type of Funding): _____ Award Date / / Date Available / /	\$
	Total of Other Sources (Should equal "Total costs, Other Sources" in section D above)	\$22250

Please note: If this project also benefits residents of non-participating jurisdictions, matching funds in proportion to the percentage of non-cooperating residents to be served must be provided by other funding sources.

2015-2016 PUBLIC SERVICE PROGRAM APPLICATION

F. Benefit Areas

This section requires a break down of the requested CDBG funds according to the geographic area to be covered by the proposed public service. Only enter amounts for communities where you intend to provide primary service. Partial funding of a project application may occur and must be considered when calculating a requested amount for more than one area. **The cities of Big Bear Lake, Grand Terrace, Loma Linda, Needles, Twentynine Palms and the Town of Yucca Valley which are receiving less than \$150,000, may only fund up to four (4) projects at any level. The remaining cities may fund according to the table on page 1 of this application and in the Application Instructions for Section F.**

- 1) **Cooperating Cities:** The following cities participate as cooperating cities in the County's CDBG program. Please determine if the primary service area for your proposed service would include one or more of the following cities. If the service would provide predominant or partial benefit to city residents, the County will request a funding recommendation from the benefiting city or cities. Enter the requested amount of CDBG funds needed to provide the proposed service to each applicable city. Sub-total your entries below.

	Amount Requested		Amount Requested
Adelanto	\$	Montclair	\$10,647
Barstow	\$	Needles	\$
Big Bear Lake	\$	Redlands	\$
Colton	\$	Twentynine Palms	\$
Grand Terrace	\$	Yucaipa	\$
Highland	\$	Town of Yucca Valley	\$
Loma Linda	\$		
Sub-total of Funds Benefiting Cooperating Cities:			\$10,647

- 3) **Total Funds:** This amount must equal the amount of CDBG funds requested in this application on Line 1, in Section E.

Total Funds Requested	\$10,647
------------------------------	----------

G. Organizational Information

- 1) **Organizational History:** (This is applicable only if you are a non-profit organization).

- a. Date organization founded: / /
- b. Date organization incorporated as a non-profit organization: / /
- c. Federal Identification Number: _____ State Identification Number: _____
- d. Number of paid staff: _____ Number of volunteers: _____
- e. DUNS Number: _____

- 2) Is this a "faith-based" organization? **Yes No

**Generally, a faith-based organization was founded or is inspired by faith or religion. Such organizations often choose to demonstrate that faith by carrying out one or more activities that assist persons who are less fortunate.

2015-2016 PUBLIC SERVICE PROGRAM APPLICATION

DETAILED PROJECT DESCRIPTION

(Continuation of Section B, Project Description, Page 1)

Provide detailed information needed to fully describe the proposed public service, its purpose and its beneficiaries. Please attach applicable maps, plans and brochures.

The goal of the Montclair Senior Citizen program is to serve as an advocate in the areas of legal, financial, medical, psychological and transportation services. As the senior citizen population in Montclair increases, many of these senior citizens call upon our services to assist them with meeting their daily living requirements. The objective of the Senior Citizen program is to help senior citizens maintain their autonomy. The Golden Express transportation program has provided a step in helping Montclair senior citizens retain their independence, lead productive lives, reduce their dependency on others, and be a valued member of the community. The funds from the CDBG program will assist with personnel costs. Included with this application is a program brochure for reference.

**2015-2016 PUBLIC SERVICE PROGRAM APPLICATION
DETAILED PROJECT DESCRIPTION (Continued)**

COUNTYWIDE VISION

Briefly describe how this project contributes to the Countywide Vision as shown on the cover page of this application. Please check at least one of the boxes. A form fillable field is also provided for additional input.

The continued operation of the Golden Express ensures that Montclair's senior citizen population has the ability to participate in social activities, interact with their peers, and have a safe, dependable source of transportation to remain independent and help meet their daily needs.

- Implement the Countywide Vision.**
- Create, Maintain and Grow Jobs and Economic Value in the County.**
- Improve County Government Operations.**
- Operate in a Fiscally-Responsible and Business-Like Manner.**
- Ensure Development of a Well-Planned, Balanced, and Sustainable County.**
- Maintain Public Safety.**
- Provide for the Health and Social Services Needs of County Residents.**
- Pursue County Goals and Objectives by Working with Other Governmental Agencies.**

DETAILED PROJECT TIMELINE AND EXPENDITURE OF FUNDS

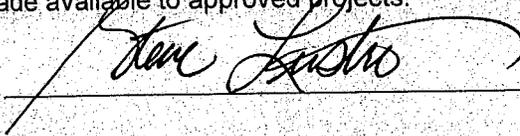
TIME OF PERFORMANCE: July 1, 2015 through June 30, 2016

FINAL REIMBURSEMENT DEADLINE: A final request for reimbursement shall be submitted for the program year no later than July 31, 2016. After July 31, 2016, any balance remaining in this project will be reprogrammed.

EXPENDITURE OF FUNDS: (Please provide projected dates for submission of reimbursement claims and the amount of each)

Beginning Allocation:	\$	<u>10,647</u>	
Reimbursement Claim:	Date:	<u>10/15/2015</u>	\$ <u>4,500</u>
Reimbursement Claim:	Date:	<u>01/20/2016</u>	\$ <u>4,500</u>
Reimbursement Claim:	Date:	<u>04/15/2016</u>	\$ <u>1,647</u>
Reimbursement Claim:	Date:	_____	\$ _____
Reimbursement Claim:	Date:	_____	\$ _____
Reimbursement Claim:	Date:	_____	\$ _____
Reimbursement Claim:	Date:	_____	\$ _____
Reimbursement Claim:	Date:	_____	\$ _____
Reimbursement Claim:	Date:	_____	\$ _____
Reimbursement Claim:	Date:	_____	\$ _____
Reimbursement Claim:	Date:	_____	\$ _____
Reimbursement Claim:	Date:	_____	\$ _____
Reimbursement Claim:	Date:	_____	\$ _____

Authorized Signature: To the best of my knowledge, the information provided on this application is true and I am authorized to submit this application on behalf of the applicant agency. Also, I acknowledge that insurance coverage including, but not limited to, Comprehensive General Liability and Automobile Liability, and Professional Liability will be required before CDBG funds can be made available to approved projects.

Signature: 

Title: Community Development Director

Print Name: Steve Lustro

Date: 11/18/2014

PLEASE SUBMIT ONE SIGNED PAPER COPY OF EACH COMPLETED AND SIGNED PROJECT APPLICATION TO: County of San Bernardino, Community Development and Housing, 385 North Arrowhead Avenue, Third Floor, San Bernardino, CA 92415-0043, Attention: Program and Compliance Section.

For assistance or information regarding the completion of this application, call (909) 387-4705 or FAX (909) 387-4415.

This application form can be accessed on the CDH Web Page at: <http://www.sbcountyadvantage.com/CDBG.aspx>.

2015-2016 PUBLIC SERVICE PROGRAM APPLICATION

CDBG Application Checklist

Community-based organizations are required to include one copy of the items listed below. If you are not submitting these items at this time, please notify Community Development and Housing at (909) 387-4705 to make other arrangements. The following information is required before any contract or reimbursement can be completed.

- Summary of agency's current year General Operating Budget
- List of agency's Board of Directors, including names and addresses
- Proof of existing non-profit/tax-exempt status (Letters from the Federal Internal Revenue Service and State Franchise Tax Board)
- Current certificate of insurance and amounts covered
- Organizational chart
- Minutes of last Board meeting

If your application is funded you will be required to provide a copy of your last audit and your Articles of Incorporation and Bylaws must be on file.

AGENDA REPORT

SUBJECT: CONSIDER APPROVAL OF WARRANT REGISTER AND PAYROLL DOCUMENTATION **DATE:** February 2, 2015
SECTION: ADMIN. REPORTS
ITEM NO.: 1
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 February 2, 2015, and Payroll Documentation dated January 25, 2015, and recommends their approval.

FISCAL IMPACT: The Warrant Register dated February 2, 2015, totals \$1,187,869.43. The Payroll Documentation dated January 25, 2015, totals \$602,072.39 gross, with \$446,651.57 net being the total cash disbursement.

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

Prepared by: Andrea M Phillips Reviewed and Approved by: [Signature]
Proofed by: Stephanie Hick Presented by: [Signature]

AGENDA REPORT

SUBJECT: CONSIDER ADOPTION OF RESOLUTION NO. 14-3056, A RESOLUTION OF THE CITY COUNCIL OF THE CITY OF MONTCLAIR ADOPTING POLICIES AND PROCEDURES FOR THE NAMING OF CITY PROGRAMS, STREETS, AND FACILITIES AFTER HISTORIC EVENTS OR IN HONOR OF INDIVIDUALS AND/OR CORPORATIONS SERVING THE COMMUNITY, STATE, AND/OR NATION WITH REMARKABLE AND NOTEWORTHY DISTINCTION

DATE: February 2, 2015
SECTION: RESOLUTIONS
ITEM NO.: 1
FILE I.D.: PUB145/STA515
DEPT.: CITY MANAGER

REASON FOR CONSIDERATION: The City of Montclair currently lacks a policy to guide the City Council in the naming of City programs, streets, and facilities (including, but not limited to, support and recreation facilities and park sites) after historic events or in honor of individuals and/or corporations who served the community, state, and/or nation with remarkable and noteworthy distinction.

Implementation of formal policies and procedures for the naming of programs, streets, and facilities is intended to establish a process that can be applied in a fair, objective, reasonable, and consistent manner.

A copy of proposed Resolution No. 14-3056 providing for a formal process for the naming of City programs, streets, and facilities, and *Exhibit A - Proposed City of Montclair Naming of City Programs, Streets, and Facilities Policy*, are attached for the City Council's review and consideration.

BACKGROUND: Municipal agencies are sometimes asked to name programs, facilities, streets, or parks after historic events or in honor of individuals and/or corporations who served the community, state, and/or nation with remarkable and noteworthy distinction. In order to ensure fair, objective, reasonable, and consistent standards related to such naming privileges, it is appropriate for governing bodies to adopt uniform policies and procedures.

The naming of programs, facilities, streets, and parks in honor of individuals, corporations, and/or historic events is an important element contributing to the character of a community. Such naming actions say as much about the spirit and commitment of the community as they do about the individual, event, or entity so honored.

Adoption of proposed Resolution No. 14-3056 would establish formal policies and procedures for the naming of City programs, streets, and facilities after historic events or in honor of individuals and/or corporations who served the community, state, and/or nation with remarkable and noteworthy distinction.

Prepared by: 
Proofed by: 

Reviewed and
Approved by:

Presented by:




Proposed criteria include the following:

1. The City Council shall have final authority to name and rename City programs, streets, and facilities.
2. Existing names shall have historic recognition; however, the City Council may consider renaming any program, street, or facility if there exists compelling reasons to do so, supported by no less than a supermajority vote of the City Council (4 ayes out of 5 votes).
3. When retention of a name for a program, street, or facility casts a negative image upon the City, such name may be revoked by majority vote of the City Council. In addition, programs, streets, and facilities should not be named after persons, events, or corporate entities when such naming would be detrimental to the image of the City.
4. Renaming streets shall require a supermajority vote of the City Council and support of 80 percent of the affected property owners who actually reside on the subject street.
5. It is the policy of the Montclair City Council that no City program, street, or facility shall be named or renamed in a person's honor and no action for naming or renaming shall be taken sooner than one year after such person is deceased. It is the common practice of other agencies including Federal, State, and local governments to commemorate individuals only posthumously (typically provided the person has been deceased for a minimum of one year).
6. The donation of land, facilities, or funds shall not constitute an obligation by the City to name or rename land, a street, a facility, or any portion thereof after a person, persons, event, or organization.
7. The City Council may name or rename City programs, streets, and facilities to recognize historical events, historical features (natural or manmade), interstellar features, people of historic significance, cities, states, nations, native and non-native wildlife, flora, fauna, or any subject determined appropriate by official action of the City of Montclair.
8. *Exhibit A* also provides for the dedication of commemorative memorial plaques at the City Hall Memorial Garden in recognition of persons for their service to the country and fellow citizens, based on the following criteria:
 - a. A City of Montclair resident who entered into and served in the U.S. Armed Forces and who has been honorably discharged or lost his or her life while on active duty; and
 - b. A former employee or elected or appointed official of the City of Montclair or resident of the City who has distinguished service of note to the City and has been deceased for a minimum of one year or who lost his or her life in service to the City of Montclair.

FISCAL IMPACT: The City Council's adoption of proposed Resolution No. 14-3056 would have no direct fiscal impact on the City's General Fund.

RECOMMENDATION: Staff recommends the City Council adopt Resolution No. 14-3056 adopting formal policies and procedures for the naming of City programs, streets, and facilities after historic events or in honor of individuals and/or corporations serving the community, state, and/or nation with remarkable and noteworthy distinction.

RESOLUTION NO. 14-3056

A RESOLUTION OF THE CITY COUNCIL OF THE CITY OF MONTCLAIR ADOPTING POLICIES AND PROCEDURES FOR THE NAMING OF CITY PROGRAMS, STREETS, AND FACILITIES AFTER HISTORIC EVENTS OR IN HONOR OF INDIVIDUALS AND/OR CORPORATIONS SERVING THE COMMUNITY, STATE, AND/OR NATION WITH REMARKABLE AND NOTEWORTHY DISTINCTION

WHEREAS, the City of Montclair lacks a policy to guide the City Council and staff in the naming of City programs, streets, and facilities (including but not limited to support and recreation facilities and park sites) after historic events or in honor of individuals and/or corporations serving the community, state, and/or nation with remarkable and noteworthy distinction; and

WHEREAS, implementation of formal policies and procedures for the naming of City programs, streets, and facilities is intended to establish a process that can be applied in a fair, objective, reasonable, and consistent manner; and

WHEREAS, the City Council desires to establish formal and uniform policies and procedures related to the naming of City programs, streets, and facilities after historic events or in honor of individuals and/or corporations serving the community, state, and/or nation with remarkable and noteworthy distinction and thereby contributing to the City's heritage; and

WHEREAS, the naming of programs, streets, and facilities in honor of individuals, corporations and/or historic events is an important function of governments, contributing significantly to the character of a community; and

WHEREAS, the proposed policies and procedures provide criteria for the naming of City programs, streets, and facilities after historic events or in honor of individuals and/or corporations serving the community, state, and/or nation with remarkable and noteworthy distinction.

NOW, THEREFORE, BE IT RESOLVED that the City Council of the City of Montclair does hereby adopt policies and procedures for the naming of City programs, streets, and facilities as set forth in "*Exhibit A.*"

APPROVED AND ADOPTED this XX day of XX, 2015.

Mayor

ATTEST:

Deputy City Clerk

I, Andrea M. Phillips, Deputy City Clerk of the City of Montclair, DO HEREBY CERTIFY that Resolution No. 14-3056 was duly adopted by the City Council of said city and was approved by the Mayor of said city at a regular meeting of said City Council held on the XX day of XX, 2015, and that it was adopted by the following vote, to-wit:

AYES: XX
NOES: XX
ABSTAIN: XX
ABSENT: XX

Andrea M. Phillips
Deputy City Clerk

Exhibit A

City of Montclair Naming of City Programs, Streets, and Facilities Policy

I. PURPOSE:

- A. To establish a uniform policy regarding the naming or renaming of City programs, streets, and facilities, and the establishment of criteria for the bestowing of commemorative memorial plaques. For purposes of this policy, facilities shall include, but not be limited to, support and recreation facilities and park sites.

II. GENERAL:

- A. This policy shall establish guidelines, criteria, and process for the naming or renaming of City programs, streets, and facilities.
- B. The City Council shall have the final authority to name and rename City programs, streets, and facilities.
- C. Under circumstances where an existing name casts or may cast a negative image upon the City of Montclair, the City Council, by majority vote, may act to revoke the existing name of any City programs, streets, or facilities previously named in honor of a person or persons, historic event, or corporate entity.
- D. To the extent possible, City programs, streets, and facilities should not be named after persons, events, or corporate entities associated with or involved in controversial enterprises or activities, including those that would be detrimental to the mission or image of the City of Montclair.
- E. The donation of land, facilities, or funds for the acquisition, renovation, or maintenance of land or facilities shall not constitute an obligation by the City to name or rename land, street, and/or facility or any portion thereof after a person, persons, event, or organization.
- F. Existing names are deemed to have historic recognition. It is the City of Montclair's policy to keep the name of any existing City programs, streets, and facilities, particularly those with names of local or regional significance; however, the City Council may consider renaming any program, street, or facility if there exists compelling reasons to consider such a change, supported by a thorough study as to the justification(s) for a change in name and such renaming is approved by no less than a supermajority vote (4 ayes to 1 no vote) of the City Council.
 - 1. The City Council will consider renaming a program, street, or facility to commemorate a person posthumously (provided the person has been deceased for a minimum one year period) only when the person made a major overriding contribution to the City as defined by other provisions

of this policy, and only when such distinctions had previously gone unrecognized.

2. Except under extraordinary circumstances supported by a supermajority vote (4 to 1) of the City Council and a signed petition from no less than 80 percent of the affected property owners who actually reside on a street recommended for renaming, the changing of street names, including those streets that connect with adjacent jurisdictions, shall be prohibited.

- a. Street naming and renaming shall be made by City Council Resolution or as a result of an approval and recordation of a subdivision map.

- G. It is the policy of the Montclair City Council that no City program, street, or facility shall be named or renamed in a person's honor and no action for naming or renaming shall be taken sooner than one year after such person is deceased. It is the common practice of other agencies including Federal, State, and local governments to commemorate individuals only posthumously (provided the person has been deceased for a typical minimum one year period).

- H. Except for naming actions undertaken and acted upon directly by the City Council, all costs including staff time, labor, and materials associated with the installation of plaques and/or replacement of signs resulting from this policy will be borne by the individual, group, or organization sponsoring the request.

III. NAMING CRITERIA:

A. City Facilities:

1. Naming shall begin as early in the development and/or acquisition as possible.
2. Names should be appropriate to City facilities by reflecting the native wildlife, history, flora, fauna, historical events, historical features (natural or manmade), interstellar features, people or peoples of historic significance (including bands or tribes of Native Americans indigenous to the area), geographic area, or any subject determined appropriate by official action of the City of Montclair.
3. In addition to whole buildings, areas of, or associated with, a City-owned building that can be named or renamed in honor of a person or persons, historic event, or corporate entity may include a point of entry, walkway, room, gazebo, special-purpose room, garden, patio, or other discernible feature. For purposes of this section, City facilities may also include recreational or community-related facilities such as group picnic areas, parks, gardens, ball fields, event

structures, or any significant natural or manmade feature under the control and operation of the City of Montclair.

4. Commemorative names honoring a person or persons should be based on the following criteria:
 - a. Except for a collective group of historical peoples such as tribes or bands of Native Americans, the person or persons to be honored shall have been deceased for a minimum of one year.
 - b. Made extraordinary, lasting, and significant contributions to the protection of natural or cultural resources of the City of Montclair.
 - c. Made extraordinary and substantial contributions to the betterment of a specific facility consistent with the established standards for the facility.
 - d. Made extraordinary and substantial contributions to the advancement of commensurate types of recreational opportunities with the City of Montclair.
 - e. Be associated with an economic development or redevelopment activity that has substantially altered the fabric of the community.
 - f. Had an extraordinary and positive impact on the lives of Montclair residents.
 - g. Has volunteered for at least twenty or more years of service to the City.
5. Commemorative names honoring individuals who have served as an elected or appointed City official or employee shall occur only after the person has been deceased for a period of not less than one year and shall be based on the following criteria:
 - a. Made extraordinary contributions over and above the normal duties required by his or her position.
 - b. Had an extraordinary and positive impact on the past and future development of programs, projects, or facilities in the City of Montclair.
 - c. Made extraordinary and significant volunteer contributions to the community outside the scope of his or her position with the City.
 - d. Had exceptionally long tenure with the City of Montclair (minimum of twenty-five years).

- e. Received significant public support for an appropriate memorial to the City official or employee on the occasion of his or her death.

B. Streets

1. Names shall be unique, easily discernible, and simple to pronounce for public safety consideration. Similar sounding or duplicate street names shall not be considered.
2. North and south thoroughfares shall be called "Avenues", and east and west thoroughfares shall be called "Streets."
3. Street names may recognize historical events, historical features (natural or manmade), interstellar features, people of historic significance, cities, states, nations (or other place names), native and non-native wildlife, flora, fauna or any subject determined appropriate by official action of the City of Montclair.
4. Names with the same theme (*i.e.* flowers, tree species) are suggested for naming streets in an entire subdivision as a means of general identification.
5. To the extent possible, street names should not contain more than 18 characters including any combinations of spaces, letters, or designations in the base portion of the name.
6. Street names shall not be numbered.
7. Cumbersome, corrupted, inappropriate, insensitive, or modified names and discriminatory or derogatory names from the point of view of race, sex, gender, color, creed, ethnicity, religious affiliation, political affiliation, or any protected class shall not be used.
8. Names for public and private streets in a new subdivision shall be either proposed by staff or shall be proposed by the developer in consultation with staff.

C. Street Renaming

1. Criteria for street renaming are as follows:
 - a. Names honoring individuals posthumously, historical events, or entities shall be based on the following criteria:
 - (1) Honoree has made extraordinary, lasting, and significant contributions to the protection of natural or cultural resources of the City of Montclair.

- (2) Honoree has made extraordinary and substantial contributions to the betterment of a specific facility or park consistent with the established standards for the facility.
 - (3) Honoree has made extraordinary and substantial contributions to the advancement of commensurate types of recreational opportunities with the City of Montclair.
 - (4) Honoree has been associated with an economic development or redevelopment activity that has substantially altered the fabric of the community.
 - (5) Honoree has had an extraordinary and positive impact on the lives of Montclair's residents.
 - (6) Honoree has volunteered for twenty or more years of service to the community
 - (7) Honoree shall have been deceased a minimum of one year.
 - (8) Event or contributions of entity are significant and appropriate to justify renaming.
2. Except as otherwise provided by other provisions within this policy, naming after an individual who has served as a City official or employee shall occur only after the person has been deceased for a period of one year, based on the following criteria:
- a. Contributed over and above the normal duties required by his or her position.
 - b. Had a positive impact on the past and/or future development of programs, projects, or facilities in the City of Montclair.
 - c. Made significant volunteer contributions to the community outside the scope of his or her job.
 - d. Had exceptionally long tenure with the City of Montclair (minimum of twenty years).
 - e. There is significant public support for a memorial to the City official or employee on the occasion of their retirement or death.

D. Commemorative Memorial Plaques

- 1. Commemorative memorial plaques shall be placed at the City Hall Memorial Garden in recognition of individuals for their recognized service to the country and their fellow citizens. Recognition will be

made either at a City Council meeting or at the annual Veterans Day Memorial Ceremony.

2. Unless otherwise directed by the City Council, the applicant or sponsoring group/organization would be responsible for the cost of the plaque, inclusive of mounting charges. If a special recognition ceremony is requested, the applicant may be charged for associated costs.
3. Commemorative memorial plaques honoring individuals should be based on either of the following criteria:
 - a. Must have been a City of Montclair resident; and
 - (1) Must have served in a branch of the United States Armed Forces and entered into military service while a resident of the City of Montclair; and
 - (2) Must have been honorably discharged from military service or lost his or her life while on active duty in the military services of the United States.
 - b. Was an employee, an elected/appointed official of the City of Montclair, or a resident of the City who has distinguished service of note to the City and has been deceased for a minimum of one year, or who lost his or her life in service to the City of Montclair.

IV. NAMING PROCEDURE:

- A. Except for naming actions undertaken and acted upon directly by the City Council, a naming request shall be submitted in writing on a standard application form. Fees associated with administrative and other costs including procurement and installation will be at the expense of the applicant. Application fees are established by resolution of the City Council and shall be based on the most current adopted Master User Fee Schedule. Payment of the application fee is required at time of application submission.
 1. Applicant shall provide clear evidence, at the time of application, that the individual to be honored has made a significant contribution to the economic vitality and/or quality of life in the Montclair community and otherwise fulfills criteria established herein and in contemporaneous and established City policies.
 2. Staff will review applications for completeness based upon the naming criteria. All recommendations or suggestions will be given the same consideration without regard to the nomination source.
 3. Applications will be forwarded concurrently for review to the Public Works Committee for the proposed naming or renaming of City

facilities or streets at a regularly scheduled meeting within a 90-day period.

- B. Applications for Commemorative Memorial Plaques will be forwarded for review to the Community Action Committee at a regularly scheduled meeting within a 90-day period.
- C. Notice of intent to name a City facility or street shall be appropriately posted with a minimum 30-day review period to allow for public comment.
 - 1. After the minimum 30-day review and public comment period, the request will be placed on the agenda for the next regularly scheduled City Council meeting as a noticed public hearing for the City Council's consideration.

AGENDA REPORT

SUBJECT:	CONSIDER ADOPTION OF RESOLUTION NO. 15-3062 AUTHORIZING PLACEMENT OF LIENS ON CERTAIN PROPERTIES FOR DELINQUENT SEWER AND TRASH CHARGES	DATE:	February 2, 2015
		SECTION:	RESOLUTIONS
		ITEM NO.:	2
		FILE I.D.:	STB300-17
		DEPT.:	ADMIN. SVCS.

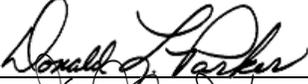
REASON FOR CONSIDERATION: Staff has identified 203 sewer and trash accounts in the even-numbered-month billing cycle that are more than three billing periods delinquent. Pursuant to Montclair Municipal Code Chapter 1.12, these properties are subject to lien.

BACKGROUND: Ordinance No. 02-815 authorizes the placement of liens on properties on which delinquent civil debts have accrued and makes property owners responsible for delinquent sewer and trash charges accrued after the effective date of the Ordinance (March 1, 2002) for accounts in tenants' names. Prior to the City Council's adoption of Ordinance No. 02-815, property owners were responsible for only those accounts in their own names.

The 203 liens presented for approval are for accounts that are at least 90 days delinquent.

FISCAL IMPACT: Recoverable amount is \$63,951.18, plus \$4,263.00 for release of lien fees, plus \$10,150.00 in lien fees, for a total of \$78,364.18.

RECOMMENDATION: Staff recommends the City Council adopt Resolution No. 15-3062 authorizing placement of liens on certain properties for delinquent sewer and trash charges as listed on Exhibit A of said Resolution.

Prepared by:		Reviewed and Approved by:	
Proofed by:		Presented by:	

RESOLUTION NO. 15-3062

**A RESOLUTION OF THE CITY COUNCIL
OF THE CITY OF MONTCLAIR AUTHORIZ-
ING PLACEMENT OF LIENS ON CERTAIN
PROPERTIES FOR DELINQUENT SEWER
AND TRASH ACCOUNTS**

WHEREAS, Chapter 1.12 of the Montclair Municipal Code authorizes the City to place liens on properties on which delinquent civil debts have accrued; and

WHEREAS, all owners of property in the City of Montclair were notified about the adoption of Ordinance No. 02-815 authorizing placement of liens on properties on which delinquent civil debts have accrued; and

WHEREAS, it has been determined that there are 203 sewer and/or trash accounts on which there are delinquencies in excess of 90 days; and

WHEREAS, the owners of these properties have received regular billing statements and late notices since the onset of such delinquencies; and

WHEREAS, the owners of these properties were notified on January 8, 2015, that their delinquent accounts are subject to causing a lien to be placed on their properties for settlement of such delinquencies; and that such liens would be considered for approval by the Montclair City Council on Monday, February 2, 2015.

NOW, THEREFORE, BE IT RESOLVED that the City Council of the City of Montclair approves the placement of liens on the properties and in the amounts specified in Exhibit A, entitled *Report of Delinquent Civil Debts - February 2015*, attached hereto.

BE IT FURTHER RESOLVED that the Deputy City Clerk is authorized to provide the San Bernardino County Auditor/Controller-Recorder with the documents required to cause such liens to be placed.

APPROVED AND ADOPTED this XX day of XX, 2015.

Mayor

ATTEST:

Deputy City Clerk

I, Andrea M. Phillips, Deputy City Clerk of the City of Montclair, DO HEREBY CERTIFY that Resolution No. 15-3062 was duly adopted by the City Council of said city and was approved by the Mayor of said city at a regular meeting of said City Council held on the XX day of XX, 2015, and that it was adopted by the following vote, to-wit:

AYES:

NOES:

ABSTAIN:

ABSENT:

Andrea M. Phillips
Deputy City Clerk

Exhibit A to Resolution No. 15-3062
Report of Delinquent Civil Debts - February 2015

Street No.	Street	Account Type	Delinquency	Lien Fee	Release of Lien Fee	Total Lien Amount
4237	3rd Street	Residential	\$ 290.72	\$ 50.00	\$ 21.00	\$ 361.72
11171	Ada Avenue	Residential	443.01	50.00	21.00	514.01
11225	Ada Avenue	Residential	228.38	50.00	21.00	299.38
11246	Ada Avenue	Residential	228.15	50.00	21.00	299.15
11269	Ada Avenue	Residential	202.63	50.00	21.00	273.63
10495	Adobe Court	Residential	317.10	50.00	21.00	388.10
4612	Alamitos Street	Residential	202.63	50.00	21.00	273.63
10159	Amherst Avenue	Residential	216.71	50.00	21.00	287.71
10197	Amherst Avenue	Senior	421.54	50.00	21.00	492.54
10207	Amherst Avenue	Residential	236.68	50.00	21.00	307.68
10227	Amherst Avenue	Senior	204.36	50.00	21.00	275.36
10360	Amherst Avenue	Multifamily	766.01	50.00	21.00	837.01
10411	Amherst Avenue	Multifamily	575.32	50.00	21.00	646.32
10421	Amherst Avenue	Multifamily	510.67	50.00	21.00	581.67
10431	Amherst Avenue	Multifamily	510.67	50.00	21.00	581.67
11151	Amherst Avenue	Residential	227.09	50.00	21.00	298.09
4218	Appaloosa Way	Residential	202.63	50.00	21.00	273.63
4432-34	Bandera Street	Multifamily	454.17	50.00	21.00	525.17
4624	Bandera Street	Multifamily	1,021.34	50.00	21.00	1,092.34
4983	Bandera Street	Residential	207.12	50.00	21.00	278.12
5075	Bandera Street	Residential	202.63	50.00	21.00	273.63
5079	Bandera Street	Residential	443.01	50.00	21.00	514.01
5081	Bandera Street	Residential	223.27	50.00	21.00	294.27
5101	Bandera Street	Residential	210.76	50.00	21.00	281.76
5105	Bandera Street	Residential	216.49	50.00	21.00	287.49
5211	Bandera Street	Residential	443.01	50.00	21.00	514.01
5231	Bandera Street	Residential	236.68	50.00	21.00	307.68
5239	Bandera Street	Residential	234.67	50.00	21.00	305.67
5241	Bandera Street	Residential	315.18	50.00	21.00	386.18
5243	Bandera Street	Residential	231.72	50.00	21.00	302.72
5562	Bandera Street	Residential	249.34	50.00	21.00	320.34
10145	Bel Air Avenue	Residential	227.09	50.00	21.00	298.09
10205	Bel Air Avenue	Residential	253.03	50.00	21.00	324.03
10551	Belgian Pl	Residential	228.15	50.00	21.00	299.15
5219	Belvedere Way	Residential	214.31	50.00	21.00	285.31
5223	Belvedere Way	Residential	340.25	50.00	21.00	411.25
5225	Belvedere Way	Residential	238.20	50.00	21.00	309.20
10248	Benson Avenue	Residential	237.25	50.00	21.00	308.25

Exhibit A to Resolution No. 15-3062
Report of Delinquent Civil Debts - February 2015

Street No.	Street	Account Type	Delinquency	Lien Fee	Release of Lien Fee	Total Lien Amount
5212	Berkshire Way	Residential	340.72	50.00	21.00	411.72
4533	Bodega Court	Residential	227.11	50.00	21.00	298.11
4534	Bodega Court	Residential	238.55	50.00	21.00	309.55
10978	Buckingham Way	Residential	227.09	50.00	21.00	298.09
10475	Calico Court	Residential	267.97	50.00	21.00	338.97
10275	Camarena Avenue	Residential	209.54	50.00	21.00	280.54
10437	Camarena Avenue	Residential	284.25	50.00	21.00	355.25
8935	Camulos Avenue	Residential	248.83	50.00	21.00	319.83
10203	Camulos Avenue	Residential	231.89	50.00	21.00	302.89
10233	Camulos Avenue	Residential	239.90	50.00	21.00	310.90
10259	Camulos Avenue	Residential	227.31	50.00	21.00	298.31
4830	Canoga Street	Multifamily	1,787.35	50.00	21.00	1,858.35
4830	Canoga Street	Multifamily	1,787.35	50.00	21.00	1,858.35
4924	Canoga Street	Residential	227.09	50.00	21.00	298.09
4949	Canoga Street	Residential	227.09	50.00	21.00	298.09
5014	Canoga Street	Residential	227.09	50.00	21.00	298.09
5068	Canoga Street	Residential	290.39	50.00	21.00	361.39
5162	Canoga Street	Multifamily	1,021.34	50.00	21.00	1,092.34
11158	Carriage Avenue	Residential	227.09	50.00	21.00	298.09
11239	Carriage Avenue	Senior	228.05	50.00	21.00	299.05
11253	Carriage Avenue	Residential	253.05	50.00	21.00	324.05
9515	Central Avenue	Commercial	366.14	50.00	21.00	437.14
9802	Central Avenue	Commercial	3,003.21	50.00	21.00	3,074.21
11418	Chandler Lane	Residential	225.58	50.00	21.00	296.58
11431	Chandler Lane	Residential	242.79	50.00	21.00	313.79
4327	Clair Street	Senior	421.00	50.00	21.00	492.00
5230	Clair Street	Residential	251.03	50.00	21.00	322.03
4303	Clydesdale Way	Residential	202.63	50.00	21.00	273.63
4329	Clydesdale Way	Senior	210.24	50.00	21.00	281.24
10191	Coalinga Avenue	Senior	403.91	50.00	21.00	474.91
10231	Coalinga Avenue	Residential	227.09	50.00	21.00	298.09
11465	Cobblestone Lane	Residential	253.30	50.00	21.00	324.30
10213	Columbine Avenue	Residential	252.23	50.00	21.00	323.23
11476	Cumberland Lane	Residential	317.94	50.00	21.00	388.94
11333	Dartmouth Lane	Residential	279.95	50.00	21.00	350.95
10212	Del Mar Avenue	Residential	227.09	50.00	21.00	298.09
10236	Del Mar Avenue	Residential	235.09	50.00	21.00	306.09
10248	Del Mar Avenue	Residential	368.07	50.00	21.00	439.07

Exhibit A to Resolution No. 15-3062
Report of Delinquent Civil Debts - February 2015

Street No.	Street	Account Type	Delinquency	Lien Fee	Release of Lien Fee	Total Lien Amount
4506	Donner Court	Residential	207.14	50.00	21.00	278.14
4518	Donner Court	Residential	413.63	50.00	21.00	484.63
4522	Donner Court	Residential	202.63	50.00	21.00	273.63
4528	Donner Court	Residential	316.22	50.00	21.00	387.22
11159	Essex Avenue	Residential	227.09	50.00	21.00	298.09
4133	Evert Street	Residential	233.86	50.00	21.00	304.86
4665	Evert Street	Senior	421.50	50.00	21.00	492.50
4675	Evert Street	Residential	202.63	50.00	21.00	273.63
4760	Evert Street	Residential	227.06	50.00	21.00	298.06
5361	Evert Street	Residential	246.09	50.00	21.00	317.09
5384	Evert Street	Residential	224.49	50.00	21.00	295.49
4114	Faircove Court	Residential	314.31	50.00	21.00	385.31
4219	Fauna Street	Residential	227.09	50.00	21.00	298.09
4244	Fauna Street	Residential	227.09	50.00	21.00	298.09
4256	Fauna Street	Residential	246.33	50.00	21.00	317.33
4267	Fauna Street	Residential	245.53	50.00	21.00	316.53
4456	Fauna Street	Residential	227.09	50.00	21.00	298.09
4633	Fauna Street	Residential	202.63	50.00	21.00	273.63
4649	Fauna Street	Senior	203.13	50.00	21.00	274.13
4703	Fauna Street	Residential	224.72	50.00	21.00	295.72
4738	Fauna Street	Residential	203.79	50.00	21.00	274.79
4852	Fauna Street	Residential	202.63	50.00	21.00	273.63
5440	Fauna Street	Residential	226.81	50.00	21.00	297.81
5450	Fauna Street	Residential	317.10	50.00	21.00	388.10
8907-09	Felipe Avenue	Multifamily	432.09	50.00	21.00	503.09
8919-21	Felipe Avenue	Multifamily	454.17	50.00	21.00	525.17
10232	Felipe Avenue	Residential	227.20	50.00	21.00	298.20
4220	Flora Street	Residential	431.49	50.00	21.00	502.49
4665	Flora Street	Residential	213.61	50.00	21.00	284.61
4730	Flora Street	Residential	237.03	50.00	21.00	308.03
4932	Flora Street	Residential	238.62	50.00	21.00	309.62
5051	Flora Street	Residential	238.20	50.00	21.00	309.20
5382	Flora Street	Residential	207.56	50.00	21.00	278.56
10287	Fremont Avenue	Residential	319.74	50.00	21.00	390.74
10989	Fremont Avenue	Residential	278.97	50.00	21.00	349.97
10149	Galena Avenue	Residential	227.09	50.00	21.00	298.09
10150	Galena Avenue	Residential	328.53	50.00	21.00	399.53
10161	Geneva Avenue	Residential	227.09	50.00	21.00	298.09

Exhibit A to Resolution No. 15-3062
Report of Delinquent Civil Debts - February 2015

Street No.	Street	Account Type	Delinquency	Lien Fee	Release of Lien Fee	Total Lien Amount
4507	Grand Avenue	Residential	351.27	50.00	21.00	422.27
10198	Greenwood Avenue	Residential	440.23	50.00	21.00	511.23
11364	Halifax Lane	Residential	280.19	50.00	21.00	351.19
3752	Hampton Drive	Residential	225.58	50.00	21.00	296.58
3760	Hampton Drive	Residential	319.07	50.00	21.00	390.07
3792	Hampton Drive	Residential	296.72	50.00	21.00	367.72
5230	Hanover Way	Residential	328.55	50.00	21.00	399.55
11432	Hartford Lane	Residential	236.27	50.00	21.00	307.27
4103	Howard Street	Residential	227.09	50.00	21.00	298.09
4341	Howard Street	Residential	239.90	50.00	21.00	310.90
4605	Howard Street	Residential	202.63	50.00	21.00	273.63
4780	Howard Street	Residential	227.09	50.00	21.00	298.09
4910	Howard Street	Residential	255.58	50.00	21.00	326.58
10236	Kimberly Avenue	Residential	227.09	50.00	21.00	298.09
10244	Kimberly Avenue	Residential	340.97	50.00	21.00	411.97
10321	Kimberly Avenue	Residential	227.89	50.00	21.00	298.89
10386	Kimberly Avenue	Multifamily	1,021.34	50.00	21.00	1,092.34
4752	Kingsley Street	Residential	399.24	50.00	21.00	470.24
4831-33	Kingsley Street	Multifamily	321.19	50.00	21.00	392.19
4909	Kingsley Street	Residential	229.72	50.00	21.00	300.72
5003	Kingsley Street	Residential	227.09	50.00	21.00	298.09
5242	Kingsley Street	Residential	227.09	50.00	21.00	298.09
5476	Kingsley Street	Residential	202.63	50.00	21.00	273.63
4385	Kingsley Street #2	Residential	227.33	50.00	21.00	298.33
11367	Kingston Lane	Residential	226.27	50.00	21.00	297.27
4414	Mane Street	Residential	403.96	50.00	21.00	474.96
4513	Mane Street	Residential	238.26	50.00	21.00	309.26
4555	Mane Street	Residential	227.09	50.00	21.00	298.09
4839	Mane Street	Residential	443.81	50.00	21.00	514.81
4855	Mane Street	Residential	393.92	50.00	21.00	464.92
4908	Manzanita Street	Residential	236.68	50.00	21.00	307.68
10269	Marion Avenue	Residential	366.07	50.00	21.00	437.07
10197	Mills Avenue	Residential	222.01	50.00	21.00	293.01
5239	Monte Verde Street	Residential	227.09	50.00	21.00	298.09
10120	Monte Vista Avenue	Residential	202.63	50.00	21.00	273.63
10235	Monte Vista Avenue	Residential	230.56	50.00	21.00	301.56
10290	Monte Vista Avenue	Senior	238.78	50.00	21.00	309.78
10332	Monte Vista Avenue	Residential	227.36	50.00	21.00	298.36

Exhibit A to Resolution No. 15-3062
Report of Delinquent Civil Debts - February 2015

Street No.	Street	Account Type	Delinquency	Lien Fee	Release of Lien Fee	Total Lien Amount
11073	Monte Vista Avenue	Residential	309.70	50.00	21.00	380.70
10557	Morgan Circle	Residential	227.09	50.00	21.00	298.09
10163	Oak Glen Avenue	Senior	207.49	50.00	21.00	278.49
10176	Oak Glen Avenue	Senior	281.48	50.00	21.00	352.48
10217	Oak Glen Avenue	Residential	253.26	50.00	21.00	324.26
4843	Orchard Street	Residential	228.00	50.00	21.00	299.00
5097	Orchard Street	Residential	348.48	50.00	21.00	419.48
5171	Orchard Street	Residential	233.69	50.00	21.00	304.69
5358	Orchard Street	Residential	443.01	50.00	21.00	514.01
5422	Orchard Street	Residential	227.09	50.00	21.00	298.09
5609	Orchard Street	Residential	443.01	50.00	21.00	514.01
10154	Poulsen Avenue	Residential	227.09	50.00	21.00	298.09
10245	Poulsen Avenue	Residential	212.73	50.00	21.00	283.73
10250	Poulsen Avenue	Residential	223.47	50.00	21.00	294.47
10206	Pradera Avenue	Residential	227.09	50.00	21.00	298.09
10303	Pradera Avenue	Multifamily	437.04	50.00	21.00	508.04
10313	Pradera Avenue	Multifamily	437.04	50.00	21.00	508.04
10323	Pradera Avenue	Multifamily	437.04	50.00	21.00	508.04
4668	Rawhide Street	Residential	226.55	50.00	21.00	297.55
5011	Saddleback Street	Residential	227.20	50.00	21.00	298.20
5079	Saddleback Street	Residential	202.63	50.00	21.00	273.63
5177	San Antonio Way	Residential	227.09	50.00	21.00	298.09
10983	San Juan Way	Residential	202.63	50.00	21.00	273.63
11052	San Juan Way	Residential	227.09	50.00	21.00	298.09
11014	San Miguel Way	Residential	227.09	50.00	21.00	298.09
11000	San Pasqual Avenue	Residential	248.23	50.00	21.00	319.23
11020	San Pasqual Avenue	Residential	227.09	50.00	21.00	298.09
11153	San Pasqual Avenue	Residential	328.55	50.00	21.00	399.55
11050	San Rafael Way	Residential	228.13	50.00	21.00	299.13
10133	Santa Anita Avenue	Residential	227.09	50.00	21.00	298.09
10166	Santa Anita Avenue	Residential	399.87	50.00	21.00	470.87
10183	Santa Anita Avenue	Residential	202.63	50.00	21.00	273.63
10204	Santa Anita Avenue	Residential	317.10	50.00	21.00	388.10
10221	Santa Anita Avenue	Residential	227.09	50.00	21.00	298.09
10246	Saratoga Avenue	Residential	225.73	50.00	21.00	296.73
11011	Stallion Avenue	Residential	227.09	50.00	21.00	298.09
10289	Tudor Avenue	Residential	227.09	50.00	21.00	298.09
10115	Vernon Avenue	Residential	227.29	50.00	21.00	298.29

Exhibit A to Resolution No. 15-3062
Report of Delinquent Civil Debts - February 2015

Street No.	Street	Account Type	Delinquency	Lien Fee	Release of Lien Fee	Total Lien Amount
10370	Vernon Avenue	Multifamily	520.56	50.00	21.00	591.56
10441	Vernon Avenue	Residential	204.04	50.00	21.00	275.04
5533	Vernon Court	Residential	252.74	50.00	21.00	323.74
5555	Vernon Court	Residential	317.07	50.00	21.00	388.07
4230	Via Amore	Residential	227.38	50.00	21.00	298.38
4198	Via Napoli	Residential	442.68	50.00	21.00	513.68
10995	Whitewater Avenue	Senior	400.40	50.00	21.00	471.40
11178	Whitewater Avenue	Residential	227.09	50.00	21.00	298.09
11195	Whitewater Avenue	Residential	253.04	50.00	21.00	324.04
11263	Whitewater Avenue	Residential	221.10	50.00	21.00	292.10
4515	Yosemite Drive	Residential	227.09	50.00	21.00	298.09
4536	Yosemite Drive	Residential	227.72	50.00	21.00	298.72
10464	Yosemite Drive	Residential	236.68	50.00	21.00	307.68
TOTALS			\$ 63,951.18	\$ 10,150.00	\$ 4,263.00	\$ 78,364.18

**MINUTES OF THE REGULAR MEETING OF THE PUBLIC
WORKS COMMITTEE HELD ON THURSDAY, JANUARY 15,
2015, AT 4:00 P.M. IN THE CITY MANAGER'S
CONFERENCE ROOM, 5111 BENITO STREET,
MONTCLAIR, CALIFORNIA**

I. CALL TO ORDER

Chair Raft called the meeting to order at 4:01 p.m.

II. ROLL CALL

Present: Chair Raft; Committee Member Eaton; Public Works Director/City Engineer Hudson; Public Works Superintendent Mendez; Facilities and Grounds Superintendent McGehee; Director, Office of Public Safety/Police Chief deMoet and Deputy City Manager/Director of Economic Development Staats

Also Present: City Manager Starr

Absent: Director of Community Development Lustro

III. APPROVAL OF MINUTES

The Public Works Committee approved the minutes of the Public Works Committee meeting of December 18, 2014.

IV. PUBLIC COMMENT

None

V. PUBLIC WORKS DEPT. UPDATES/ITEMS

A. Operations/Facilities and Grounds Items

1. Maintenance Activities Reports Attached

There were no questions or issues with the Maintenance Activities Report. Public Works Superintendent Mendez had nothing to add.

B. Engineering Division Items

1. Update on 1911 Act Sidewalk Program

A few months ago staff presented the Committee with a sidewalk program where property owners would pay for sidewalks and the City would subsidize the work. The Committee was in agreement that if residents are willing to contribute towards the cost of

sidewalks, the City would subsidize the work using gas tax funds. The Public Works Department has sent out letters to 120 property owners within the boundaries of Arrow Highway to the 1-10 Freeway and Ramona Avenue to the San Antonio Flood Control Channel. The Committee will be updated following the response of the letters.

2. Update on Orchard/Amherst/Rudisill Sidewalk Closure Issue

Public Works Director/City Engineer Hudson stated a resident has requested the closure of a sidewalk adjacent to his property running between the intersection of Rudisill Street/Amherst Avenue and Orchard Street. The Public Works Department mailed out 119 letters this week, including one to the Ontario/Montclair School District. Results of the survey will be reported at the next Committee meeting.

3. Discussion of Sewer Easement Abandonment-4545 Brooks Street

The sewer easement was discussed a few months ago and action was presented to City Council for approval of an encroachment within a sewer easement. Beginning in 1958, the City was requiring property owners on the north side of the Union Pacific tracks between Monte Vista Avenue and Ramona Avenue to dedicate an easement for sanitary sewer purposes that would allow the City to eventually construct a sewer line. The City Engineer was able to verify that there is a continuous sewer easement with a minimum width of ten feet. However, since the City had started acquiring the right-of-way, a sewer line was put in Brooks Street which is able to serve the properties on sides of Brook Street, including those on the north side of the railroad. The majority of the property owners have been able to use this sewer line, negating the need for the City to construct a sewer line in the previously acquired easement. Of the 11 properties between the railroad tracks and Brooks Street, six have been able to tie into the sewer line. Five are still on septic tanks, but have the ability to connect to the Brooks Street sewer.

A developer currently building at the southeast corner of Brooks Street and Ramona Avenue has asked that the sewer easement be vacated through his property. The City has already approved a three-foot encroachment in that easement. Public Works Director/City Engineer Hudson believes that the City will never use this easement, and has no objection to the vacation. However, the City has never established a procedure for a vacation and recommended that one be created. Neighboring cities have an application fee ranging from \$750.00 to \$1,700.00 with the average being \$1,200.00. If the Council desires to vacate the easement then it would be in the best interest of the City to establish a fee to process future quitclaims or vacations.

Public Works Director/City Engineer Hudson will bring an ordinance to a future Committee meeting for discussion before scheduling a public hearing.

VI. POLICE DEPARTMENT UPDATES/ITEMS

A. Speed Collection System

Director, Office of Public Safety/Police Chief deMoet stated the Police Department has been evaluating a new speed collection system that works off of radar. The main purpose of this speed collection system is to obtain data in order to conduct traffic surveys, so the Police Department can do radar enforcement on roadways. The law requires 100 reads in each direction and the Police Department is currently using personnel, usually a cadet, to conduct past surveys. Traffic surveys are required every seven years and the City of Montclair has four more years until the next survey is due. The City does have an older speed collection machine called the Stealth Stat which is a computer driven machine that stores the number of vehicles, vehicle speeds and date/time. The new updated speed collection equipment is \$4,000.00 with no fees and free upgraded maintenance. The Police Department will be evaluating the current radar equipment and determine the needs for future speed collection radar equipment.

VII. COMMUNITY DEVELOPMENT DEPARTMENT PROJECT UPDATES/ITEMS

Public Works Director/City Engineer Hudson reported that he had discussed potential Community Development issues with the City Planner and that there were no items to report.

VIII. CAPITAL PROJECT UPDATES

Public Works Director/City Engineer Hudson reported the status of the following capital improvement projects:

A. MONTE VISTA AVENUE/UPRR GRADE SEPARATION PROJECT

A revised Disadvantage Business Enterprise (DBE) goal was sent to Caltrans. Caltrans has a new procedure for using/calculating goals. The City did have a goal of 9% prior to last year that was given to the consultants that submitted the proposals for the design work. The new methodology would require a goal of 22% and the consultant had informed the City of their 16% DBE participation. The goal of 9% would invalidate the entire request for proposal process. Public Works Director/City Engineer Hudson spoke with a Caltrans representative in Sacramento to discuss the new goal and the process the City of Montclair was using and he hopes Caltrans will validate the process and use the lower goal.

B. CENTRAL AVENUE/UPRR GRADE SEPARATION RECONSTRUCTION

The DBE goal was established and the request for authorization to advertise an award was sent to Caltrans this week. This process could take Caltrans three weeks to three months. Engineering Department personnel will be waiting to hear from Caltrans and the City Engineer will update the committee in future meetings.

C. RECREATION BUILDING REMODEL

This project had some issues with the County, who administers the CDBG program for the City. Those issues were worked out and a pre-construction meeting was held last week with the contractor. The contractor's goal is to start the remodel a week from Monday. The Recreation Building Remodel Project should take three months to complete.

D. CENTRAL AVENUE/SAN BERNARDINO STREET TRAFFIC SIGNAL UPGRADE

The project requires a Request for Authorization (RFA) to award from Caltrans due to the use of federal funds. A goal was established for the DBE participation. The RFA will be sent to Caltrans within the next two-three weeks.

E. NORTHEAST RESIDENTIAL STREET RESURFACING PROJECT, PHASE 2

Public Works Director/City Engineer Hudson stated that data is being collected. His intent is to request council approval to advertise the project in February and award it in spring.

F. CAROLINE/DEODAR CUL DE SAC CLOSURES

The City has retained a consultant for the design work of the wall construction. The City also gave Mariposa Landscape, the City's landscape contractor, authorization to remove all oleanders on the east side of the wall in question. After the wall is constructed, the Public Works Department will look into re-landscaping the wall with shrubs or vines.

G. CENTRAL/PALO VERDE SIGNAL MODIFICATIONS-PROTECTED PERMISSIVE LEFT TURNS

Central Avenue and Palo Verde Street have three north- and southbound through lanes but a single through lane in the east and west directions. Left turns are protected left turns in all directions. Public Works Director/City Engineer Hudson stated that he is investigating the feasibility of making the east and west left turns protected/permissive in order to improve traffic flow.

H. GOLD LINE

Public Works Director/City Engineer Hudson reported that the Foothill Gold Line Construction Authority is the independent transportation agency responsible for the planning, design, and construction of the Gold Line rail line along the Foothills of the San Gabriel and Pomona Valleys. The agency is currently on time and on budget to complete construction of the 11.5 mile segment between Pasadena and Azusa (Phase 2), scheduled for completion in late September of 2015. Mr. Hudson stated that he will be making periodic reports to the Committee on the status of ongoing work and the proposed extension to Montclair.

IX. OTHER ITEMS

None

X. ADJOURNMENT

The next meeting of the Public Works Committee will be at 4:00 p.m. on February 19, 2015, if there are items that need to be discussed?

At 4:35 p.m., Chair Raft adjourned the meeting.

Submitted for Public Works Committee approval,



Cenica Leonard
Transcribing Secretary

**MINUTES OF THE MEETING OF THE MONTCLAIR
CODE ENFORCEMENT/PUBLIC SAFETY COMMITTEE
HELD ON MONDAY, JANUARY 20, 2015, AT
6:00 P.M. IN THE CITY HALL CONFERENCE ROOM,
5111 BENITO STREET, MONTCLAIR, CALIFORNIA**

I. CALL TO ORDER

Council Member Dutrey called the meeting to order at 6:00 p.m.

II. ROLL CALL

Present: Council Member Dutrey, Mayor Pro Tem Raft, City Manager Starr; Deputy City Manager/Executive Director, Office of Economic Development Staats; Police Chief/Executive Director, Office of Public Safety deMoet; Senior Code Enforcement Officer Fondario; City Attorney Robbins, Mayor Eaton.

Excused: Community Development Director Lustro

III. APPROVAL OF MINUTES

A. Minutes of Code Enforcement Committee Meeting of December 15, 2014

It was the consensus of the Code Enforcement Committee to approve the minutes of the Code Enforcement Committee meeting of December 15, 2014.

IV. PUBLIC COMMENT

None.

V. OLD BUSINESS

1. Residential landscape maintenance program.

Senior Code Enforcement Officer Fondario reviewed the program, expressing his disappointment with the homeowners who are participating in the program but have not yet installed any plant material. Discussion followed regarding possible reasons why. Senior Code Enforcement Officer Fondario stated that once the part-time new hires start, we can start issuing administrative citations to compel compliance.

2. 4934 & 4944 Carlton Street - update

Senior Code Enforcement Officer Fondario updated the Committee and shared photos of what was found at the properties, which have been vacated and boarded-up.

3. Massage establishments.

Council Member Dutrey again expressed concern about the growing number of massage establishments and specifically, their practice of completely covering storefront windows with drapes or blinds. City Attorney Robbins indicated she is continuing to work on a draft ordinance.

VI. NEW BUSINESS

1. Update on body-worn camera systems (PD)

Police Chief/Executive Director, Office of Public Safety deMoet stated that the PD is working with three different vendors to get quotes, but because of the events in Ferguson, MO, all vendors for this type of product are busy because many organizations are requesting quotes. He updated the Committee that there is a big push in San Bernardino County to standardize digital evidence so it will eliminate the very time-consuming task. Assembly Member Freddie Rodriguez introduced a bill to require body-worn cameras and President Obama is backing funding, but it will not be enough because the proposed funding Obama will outfit only 50,000 of the approximate 750,000 officers nationwide. MPOA supports the body-worn cameras.

2. Speed data collection systems (PD)

Police Chief/Executive Director, Office of Public Safety deMoet said the proposed speed data collection systems would collect data from each vehicle that passes by, eliminating the need to dedicate personnel to watch traffic. The collection systems will help with traffic speed surveys, which we are required to do every seven years. Systems will cost approximately \$4,000 to \$4,500 each and will include upgrades to keep it current. They now weigh only about 1/3 what they used to and could possibly be mounted on a vehicle and then the vehicle could be moved from location to location. The current system is about 15 years old.

VII. DISTRIBUTION OF LIST OF PROBLEM PROPERTIES / Q&A

Discussion followed.

VIII. NEXT MEETING

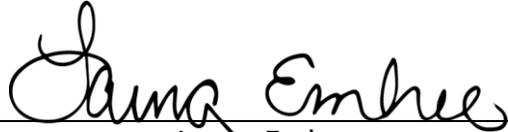
The next meeting is scheduled for Tuesday, February 20, 2015, at

6:00 p.m. in the City Hall Conference Room.

IX. ADJOURNMENT

At 6:40 p.m., Council Member Dutrey adjourned the Code Enforcement/Public Safety Committee.

Submitted for Code Enforcement/
Public Safety Committee approval,

A handwritten signature in cursive script, reading "Laura Embree", is written over a horizontal line.

Laura Embree
Recording Secretary

**MINUTES OF THE MEETING OF THE MONTCLAIR
PERSONNEL COMMITTEE HELD ON TUESDAY,
JANUARY 20, 2015, AT 8:32 P.M. IN THE CITY
ADMINISTRATIVE OFFICES, 5111 BENITO STREET,
MONTCLAIR, CALIFORNIA**

I. CALL TO ORDER

Mayor Pro Tem Raft called the meeting to order at 8:32 p.m.

II. ROLL CALL

Present: Mayor Pro Tem Raft; Council Member Ruh; and City Manager Starr

III. APPROVAL OF MINUTES

A. Minutes of the Regular Personnel Committee Meeting of January 5, 2015.

Moved by City Manager Starr, seconded by Mayor Pro Tem Raft, and carried unanimously to approve the minutes of the Personnel Committee meeting of January 5, 2015.

IV. PUBLIC COMMENT - None

V. CLOSED SESSION

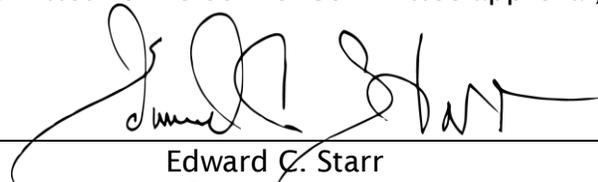
At 8:33 p.m., the Personnel Committee went into Closed Session regarding personnel matters related to appointments, resignations/terminations, and evaluations of employee performance.

At 8:51 p.m., the Personnel Committee returned from Closed Session. Mayor Pro Tem Raft stated that no announcements would be made at this time.

VI. ADJOURNMENT

At 8:51 p.m., Mayor Pro Tem Raft adjourned the Personnel Committee.

Submitted for Personnel Committee approval,



Edward C. Starr
City Manager