

**TOWN OF YUCCA VALLEY
TOWN COUNCIL MEETING**



*The Mission of the Town of Yucca Valley is to
provide a government that is responsive to its citizens
to ensure a safe and secure environment
while maintaining the highest quality of life.*

**TOWN COUNCIL: 6:00 p.m.
TUESDAY, FEBRUARY 3, 2015
YUCCA VALLEY COMMUNITY CENTER
YUCCA ROOM
57090 - 29 PALMS HIGHWAY
YUCCA VALLEY, CALIFORNIA 92284**

**CLOSED SESSION: 6:00 p.m.
(Immediately following the regular meeting.)
YUCCA VALLEY TOWN HALL
CONFERENCE ROOM
57090 - 29 PALMS HIGHWAY
YUCCA VALLEY, CALIFORNIA 92284**

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TOWN COUNCIL
*George Huntington, Mayor
Robert Leone, Mayor Pro Tem
Merl Abel, Council Member
Rick Denison, Council Member
Robert Lombardo, Council Member*

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**TOWN ADMINISTRATIVE OFFICE:
760-369-7207
www.yucca-valley.org**

**AGENDA
MEETING OF THE
TOWN OF YUCCA VALLEY COUNCIL
TUESDAY, FEBRUARY 3, 2015
6:00 P.M.**

The Town of Yucca Valley complies with the Americans with Disabilities Act of 1990. If you require special assistance to attend or participate in this meeting, please call the Town Clerk's Office at 760-369-7209 at least 48 hours prior to the meeting.

An agenda packet for the meeting, and any additional documents submitted to the majority of the Town Council, are available for public view in the Town Hall lobby and with respect to the staff agenda packet, on the Town's website, www.yucca-valley.org, prior to the Council meeting. Any materials submitted to the Agency after distribution of the agenda packet will be available for public review in the Town Clerk's Office during normal business hours and will be available for review at the Town Council meeting. For more information on an agenda item or the agenda process, please contact the Town Clerk's office at 760-369-7209 ext. 226.

If you wish to comment on any subject on the agenda, or any subject not on the agenda during public comments, please fill out a card and give it to the Town Clerk. The Mayor/Chair will recognize you at the appropriate time. Comment time is limited to 3 minutes.

(WHERE APPROPRIATE OR DEEMED NECESSARY, ACTION MAY BE TAKEN ON ANY ITEM LISTED IN THE AGENDA)

OPENING CEREMONIES

CALL TO ORDER

ROLL CALL: Council Members Abel, Denison, Leone, Lombardo and Mayor Huntington

PLEDGE OF ALLEGIANCE

INVOCATION Led by San Bernardino County Sheriff's Chaplain- Mike Kelliher

PRESENTATIONS, INTRODUCTIONS, RECOGNITIONS

- Recognition of Outgoing Town Commissioners

APPROVAL OF AGENDA

Action: Move _____ 2nd _____ Vote _____.

CONSENT AGENDA

All items listed on the consent calendar are considered to be routine matters or are considered formal documents covering previous Town Council instruction. The items listed on the consent calendar may be enacted by one motion and a second. There will be no separate discussion of the consent calendar items unless a member of the Town Council or Town Staff requests discussion on specific consent calendar items at the beginning of the meeting. Public requests to comment on consent calendar items should be filed with the Town Clerk before the consent calendar is called.

1. Waive further reading of all ordinances (if any in the agenda) and read by title only.

Recommendation: Waive further reading of all ordinances and read by title only.

- 1-25 2. Town Council Meeting Minutes of December 9, 2014, December 16, 2014 and January 20, 2015.

Recommendation: Approve the Town Council meeting minutes of December 9, 2014, December 16, 2014 and January 20, 2015 as presented

- 26-27 3. Treasurer's Report for the Quarter Ending December 31, 2014

Recommendation: Receive and file the Treasurer's Report for the second quarter of FY 2014-15

- 28-35 4. Warrant Register

Recommendation: Ratify the Payroll Registers total of \$133,846.57 for checks dated January 16, 2015 and the Warrant Registers total of \$256,086.21 for checks dated January 22, 2015

Recommendation: Adopt Consent Agenda (items 1-4)

Action: Move _____ 2nd _____ Vote _____

PUBLIC HEARING

- 36-115 5. Community Development Block Grant (CDBG) Prioritization Hearing

Recommendation:

1. Allocate the Town's FY 2015-16 CDBG allocation of \$113,531 to the

following approved Town Projects;

- Paradise Park Renovation, \$78,531
- Commercial Corridor/Paradise Valley Code Program, \$35,000

2. Direct staff to return selected requests to council for future consideration through the Town’s General Fund Community Partnership Budget, existing lease agreements, or other in-kind service partnerships.

Action: Move _____ 2nd _____ Vote _____

DEPARTMENT REPORTS

- 116-118 6. Annual Public Safety Report

Recommendation: Receive and file the annual public safety report and verbal presentation for calendar year 2014

Action: Move _____ 2nd _____ Vote _____

- 119-126 7. Mid-Year Budget Report for the Six Months Ending December 31, 2014

Recommendation: Receive and file the Mid-Year Budget Report for FY 2014-15

Action: Move _____ 2nd _____ Vote _____

FUTURE AGENDA ITEMS

PUBLIC COMMENTS

In order to assist in the orderly and timely conduct of the meeting, the Council takes this time to consider your comments on items of concern which are on the Closed Session or not on the agenda. When you are called to speak, please state your name and community of residence. Notify the Mayor if you wish to be on or off the camera. Please limit your comments to three (3) minutes or less. Inappropriate behavior which disrupts, disturbs or otherwise impedes the orderly conduct of the meeting will result in forfeiture of your public comment privileges. The Town Council is prohibited by State law from taking action or discussing items not included on the printed agenda.

STAFF REPORTS AND COMMENTS

MAYOR AND COUNCIL MEMBER REPORTS AND COMMENTS

8. Council Member Abel
9. Council Member Denison
10. Council Member Lombardo
11. Mayor Pro Tem Leone
12. Mayor Huntington

ANNOUNCEMENTS

Time, date and place for the next Town Council meeting.

The next meeting of the Yucca Valley Town Council is scheduled for Tuesday, February 17, 2015 at 6:00 p.m. in the Yucca Valley Community Center Yucca Room.

ADJOURN TO CLOSED SESSION

CLOSED SESSION

(Public Comments will be taken before the Town Council adjourns to Closed Session)

1. CONFERENCE WITH LEGAL COUNSEL – EXISTING LITIGATION

A closed session will be held, pursuant to Government Code §54956.9(a) to confer with legal counsel regarding pending litigation to which the Town is a party. The title of such litigation is as follows: Frank Lindsay vs. Town of Yucca Valley; 5:15-cv-0036-VAP-DTBx; US District Court

REPORT OUT FROM CLOSED SESSION /ADJOURNMENT (At Town Hall)

Yucca Valley Town Council

Meeting Procedures

The Ralph M. Brown Act is the state law which guarantees the public's right to attend and participate in meetings of local legislative bodies. These rules have been adopted by the Town of Yucca Valley Town Council in accordance with the Brown Act, Government Code 54950 et seq., and shall apply at all meetings of the Yucca Valley Town Council, Commissions and Committees.

Agendas - All agendas are posted at Town Hall, 57090 Twentynine Palms Highway, Yucca Valley, at least 72 hours in advance of the meeting. Staff reports related to agenda items may be reviewed at the Town Hall offices located at 57090 Twentynine Palms Highway, Yucca Valley.

Agenda Actions - Items listed on both the "Consent Calendar" and "Items for Discussion" contain suggested actions. The Town Council will generally consider items in the order listed on the agenda. However, items may be considered in any order. Under certain circumstances new agenda items can be added and action taken by two-thirds vote of the Town Council.

Closed Session Agenda Items - Consideration of closed session items, *excludes* members of the public. These items include issues related to personnel, pending litigation, labor negotiations and real estate negotiations. Prior to each closed session, the Mayor will announce the subject matter of the closed session. If final action is taken in closed session, the Mayor shall report the action to the public at the conclusion of the closed session.

Public Testimony on any Item - Members of the public are afforded an opportunity to speak on any listed item. Individuals wishing to address the Town Council should complete a "Request to Speak" form, provided near the Town Clerk's desk at the meeting room, and present it to the Town Clerk prior to the Council's consideration of the item. A "Request to Speak" form must be completed for *each* item when an individual wishes to speak. When recognized by the Mayor, speakers should be prepared to step forward and announce their name and address for the record. In the interest of facilitating the business of the Council, speakers are limited to up to three (3) minutes on each item. The Mayor or a majority of the Council may establish a different time limit as appropriate, and parties to agenda items shall not be subject to the time limitations.

The Consent Calendar is considered a single item, thus the three (3) minute rule applies. Consent Calendar items can be pulled at Council member request and will be brought up individually at the specified time in the agenda allowing further public comment on those items.

Agenda Times - The Council is concerned that discussion takes place in a timely and efficient manner. Agendas may be prepared with estimated times for categorical areas and certain topics to be discussed. These times may vary according to the length of presentation and amount of resulting discussion on agenda items.

Public Comment - At the end of the agenda, an opportunity is also provided for members of the public to speak on any subject with Council's authority. *Matters raised under "Public Comment" may not be acted upon at that meeting. The time limits established in Rule #4 still apply.*

Disruptive Conduct - If any meeting of the Council is willfully disrupted by a person or by a group of persons so as to render the orderly conduct of the meeting impossible, the Mayor may recess the meeting or order the person, group or groups of person willfully disrupting the meeting to leave the meeting or to be removed from the meeting. Disruptive conduct includes addressing the Council without first being recognized, not addressing the subject before the Council, repetitiously addressing the same subject, failing to relinquish the podium when requested to do so, or otherwise preventing the Council from conducting its meeting in an orderly manner. *Please be aware that a NO SMOKING policy has been established for all Town of Yucca Valley meetings. Your cooperation is appreciated!*

ACRONYM LIST

ADA	Americans with Disabilities Act
CAFR	Comprehensive Annual Financial Report
CALTRANS	California Department of Transportation
CEQA	California Environmental Quality Act
CCA	Community Center Authority
CDBG	Community Development Block Grant
CHP	California Highway Patrol
CIP	Capital Improvement Program
CMAQ	Congestion Mitigation and Air Quality
CMP	Congestion Management Program
CNG	Compressed Natural Gas
COP	Certificates of Participation
CPI	Consumer Price Index
DOJ	Department of Justice
DOT	Department of Transportation
ED	Economic Development
EIR	Environmental Impact Report (pursuant to CEQA)
GAAP	Generally Accepted Accounting Procedures
GASB	Governmental Accounting Standards Board
HDWD	Hi Desert Water District
HUD	US Department of Housing and Urban Development
IEEP	Inland Empire Economic Partnership
IIPP	Injury and Illness Prevention Plan
IRC	Internal Revenue Code
LAIF	Local Agency Investment Fund
LLEBG	Local Law Enforcement Block Grant
LTF	Local Transportation Fund
MBTA	Morongo Basin Transit Authority
MBYSA	Morongo Basin Youth Soccer Association
MDAQMD	Mojave Desert Air Quality Management District
MOU	Memorandum of Understanding
MUSD	Morongo Unified School District
PARSAC	Public Agency Risk Sharing Authority of California
PERS	California Public Employees Retirement System
PPA	Prior Period Adjustment
PVEA	Petroleum Violation Escrow Account
RDA	Redevelopment Agency
RSA	Regional Statistical Area
RTP	Regional Transportation Plan
SANBAG	San Bernardino Associated Governments
SCAG	Southern California Association of Governments
STIP	State Transportation Improvement Program
STP	Surface Transportation Program
TEA-21	Transportation Enhancement Act for the 21 st Century
TOT	Transient Occupancy Tax

Town Council Committee Assignments

COMMITTEE	REPRESENTATIVE	MEETING SCHEDULE	LOCATION
CITY / COUNTY ANIMAL SERVICES JPA	Huntington Lombardo	12:00 pm. Last Thursday	Yucca Valley
DESERT SOLID WASTE JPA	Huntington Leone (Alt)	10:00 a.m. 2 nd Thursday Feb, May, Aug, Nov	Victorville
LEAGUE OF CALIFORNIA CITIES DESERT MOUNTAIN DIVISION	Lombardo Denison (Alt)	10:00 a.m. 4 th Friday- Quarterly	Varies
LEAGUE OF CALIFORNIA CITIES LEGISLATIVE DELEGATE	Mayor		
LEGISLATIVE TEAM	Huntington Denison	Proposed for Council Members to work with Town Manager meeting with legislators when necessary	
HOMELESS PARTNERSHIP (SBCO) AND INTERAGENCY COUNCIL ON HOMELESSNESS	Staff	9:00 a.m. 4 th Wednesday	San Bernardino
MEASURE I	Huntington Abel (Alt)	9:30 a.m. 3 rd Friday	Apple Valley
MORONGO BASIN TRANSIT AUTHORITY	Abel Leone Lombardo (Alt)	5:00 p.m. 4 th Thursday	Joshua Tree
MOJAVE AIR QUALITY DISTRICT	Leone Abel (Alt)	10:00 a.m. 4 th Monday	Victorville
SANBAG	Huntington Abel (Alt)	10:30 a.m. 1 st Wednesday	San Bernardino
SPORTS COUNCIL	Denison	6:30 p.m. 2 nd Monday March, June, Sept	Yucca Valley

Ad Hoc Committee Assignments

COMMITTEE	REPRESENTATIVES
AUDIT	Denison Huntington
BREHM PARK	Abel Lombardo
MEDICAL MARIJUANA INITIATIVE	Lombardo Abel
ONLINE VIDEO	Huntington Evans (PRCC)
PUBLIC FACILITIES	Huntington Leone
RDA BONDS	Huntington Leone
SEWER FINANCING	Rowe Leone
SUBDIVISION	Huntington Leone

**TOWN OF YUCCA VALLEY
TOWN COUNCIL SPECIAL MEETING MINUTES
DECEMBER 9, 2014**

OPENING CEREMONIES

Mayor Lombardo called the meeting to order at 6:00 p.m.

Council Members Present: Abel, Huntington, Rowe, and Mayor Lombardo. Council Member Leone was absent due to a planned vacation.

Staff Members Present: Town Manager Yakimow, Deputy Town Manager Stueckle, Town Attorney Laymon, Assistant Police Chief Wilke, and Town Clerk Copeland

The Pledge of Allegiance was led by Mayor Lombardo.

The Invocation was led by Bishop Mark Jeuschke, The Church of Jesus Christ of Latter-Day Saints, Yucca Valley Stake

PRESENTATIONS, INTRODUCTIONS, RECOGNITIONS

1. State of the Town Address 2014

Mayor Lombardo gave the State of the Town Address, presenting the accomplishments and challenges of 2014.

2. Employee of the Quarter

Public Works Inspector Dave Behrens was awarded with the Employee of the 3rd Quarter 2014.

APPROVAL OF AGENDA

Mayor Pro Tem Huntington moved to approve the agenda for the Special Town Council Meeting of December 9, 2014. Council Member Rowe seconded. Motion carried 4-0-1 on a roll call vote.

AYES: Council Members Abel, Huntington, Rowe and Mayor Lombardo.

NOES: None

ABSTAIN: None

ABSENT: Council Member Leone

CONSENT AGENDA

3. Waive further reading of all ordinances and read by title only

4. Adopt Resolution No. 14-35 confirming and certifying the November 4, 2014 election results.

A RESOLUTION OF THE TOWN COUNCIL OF THE TOWN OF

YUCCA VALLEY, CALIFORNIA, CONFIRMING AND CERTIFYING THE NOVEMBER 4, 2014 ELECTION RESULTS

- 5. **Approve** the sixth amendment to the library lease agreement between the Town and the County at a rate of \$2,125 per month for the time period of February 1, 2015 – January 31, 2016, and at a rate of \$2,288 per month for the time period of February 1, 2016 – January 31, 2017, and

Approve the inclusion of two (2) additional two-year options to further extend the lease agreement beyond January 31, 2017, and authorize the Mayor and Town Manager to sign all necessary documents.

- 6. **Receive and file** the informational report about the 2015 Point-in-Time Count project and **authorize** the expenditure of \$500 to Morongo Basin Haven who is spearheading the Point-in-Time Count project within the Morongo Basin.

- 7. **Approve** continuing compliance with the Town’s Records Retention Policy and authorizes the purging of out-of-date records in accordance with California Government Code and the Town’s Resolution No. 04-14.

- 8. **Ratify** the Payroll Registers Total of \$271,860.60 for checks dated November 7, 2014 and November 21, 2014, and **Ratify** the Warrant Registers total of \$1,301,612.88 for checks dated November 13, 2014 and November 26, 2014

Mayor Lombardo opened public comment on the Consent Agenda. With no members of the public wishing to speak, public comments were closed.

Council Member Abel moved to approve Consent Agenda items 3-8 Mayor Pro Tem Huntington seconded. Motion carried 4-0-1 on a roll call vote.

- AYES:** Council Members Abel, Huntington, Rowe and Mayor Lombardo
- NOES:** None
- ABSTAIN:** None
- ABSENT:** Council Member Leone

REORGANIZATION OF TOWN COUNCIL

- 9. **Oath of Office to Newly Elected Council Members**

Town Clerk Copeland administered the Oath of Office to Council Members Abel and Denison.

Town Clerk Copeland announced that Council Member Leone was administered the Oath of

Office at Town Hall before departing on his trip.

10. Selection of Mayor- Town Clerk to Accept Nominations for Mayor 2015

Town Clerk Copeland accepted nominations for Mayor.

Council Member Abel moved to select Mayor Pro Tem Huntington as Mayor. Council Member Lombardo seconded. Motion carried 4-0-1 on a roll call vote.

AYES: Council Members Abel, Denison, Huntington, and Mayor Lombardo

NOES: None

ABSTAIN: None

ABSENT: Council Member Leone

11. Selection of Mayor Pro Tem- Mayor to Accept Nominations for Mayor Pro Tem 2015

Mayor Huntington accepted nominations for Mayor Pro Tem.

Council Member Abel moved to select Council Member Leone as Mayor Pro Tem. Council Member Lombardo seconded. Motion carried 4-0-1 on a roll call vote.

AYES: Council Members Abel, Denison, Lombardo, and Mayor Huntington

NOES: None

ABSTAIN: None

ABSENT: Council Member Leone

12. Presentations to outgoing Mayor and Council Member

Mayor Huntington presented a plaque of appreciation to Council Member Lombardo as the outgoing Mayor of 2014

Mayor Huntington presented a proclamation and appreciation plaque to outgoing Council Member Rowe.

FUTURE AGENDA ITEMS

None Stated

PUBLIC COMMENTS

Mayor Huntington opened public comments.

Sarann Graham, Yucca Valley welcomed Council Member Denison and congratulated Council Members Abel and Leone on their re-election, and thanked the Town Council for

supporting Morongo Basin Haven.

Charles McHenry, Yucca Valley congratulated Denison on his appointment and gave well wishes to outgoing Council Member Rowe, and thanked the Recreation staff for the recent Holiday Craft Faire event.

With no other members of the public wishing to speak, Mayor Huntington closed public comments.

STAFF REPORTS AND COMMENTS

Town Manager Yakimow invited the public to attend the upcoming Annual Tree Lighting and Santa Event.

MAYOR AND COUNCIL MEMBER REPORTS AND COMMENTS

13. Council Member Lombardo- spoke of upcoming community events for the holidays.
14. Council Member Denison- thanked the public for their support at the polls and giving him the opportunity to represent them on the Town Council.
15. Council Member Abel- congratulated Behrens on his Employee of the Quarter award and thanked staff for the accomplishments this past year. Abel wished Rowe well, as she will be missed; welcomed Denison to the team and thanked the public for their votes. Abel continued, thanking Assemblyman Mayes for attending the meeting and thanked his family for their support and cheerleading.
16. Mayor Huntington congratulated the newly elected, thanked Behrens on the well-deserved award and thanked Rowe for her commitment and professionalism during her public service and wished her well.

ANNOUNCEMENTS

The Town Council will meet for its next regularly scheduled meeting of Tuesday, December 16, 2014, at 6:00 p.m. in the Yucca Valley Community Center Yucca Room

ADJOURNMENT

Mayor Huntington adjourned the meeting at 6:55 p.m.

Respectfully Submitted,

Lesley Copeland, CMC
Town Clerk

**TOWN OF YUCCA VALLEY
TOWN COUNCIL MEETING MINUTES
DECEMBER 16, 2014**

OPENING CEREMONIES

Mayor Huntington called the meeting to order at 6:00 p.m.

Council Members Present: Abel, Denison, Leone, Lombardo, and Mayor Huntington

Staff Members Present: Town Manager Yakimow, Deputy Town Manager Stueckle, Town Attorney Laymon, Police Chief Mondary, and Town Clerk Copeland

The Pledge of Allegiance was led by Council Member Denison.

With the lack of clergy present for the invocation, Mayor Huntington invited the public in a moment of silence.

PRESENTATIONS, INTRODUCTIONS, RECOGNITIONS

1. Hi Desert Medical Center

Robert Tyk, Chief Executive Office of Hi-Desert Medical Center presented information on the local health care organization, including an update on the current negotiations for an overseeing affiliate with a subsidiary of Tenet Healthcare.

Mayor Huntington opened public comments on the item. With no members of the public wishing to speak, public comments were closed.

Council Member Lombardo inquired on the review process on the affiliation agreement.

Mayor Pro Tem Leone asked about the ballot voting jurisdiction.

Mayor Huntington received clarification that the Continuing Care Center was under the same affiliation negotiation.

APPROVAL OF AGENDA

Mayor Pro Tem Leone moved to approve the agenda for the Town Council Meeting of December 16, 2014. Council Member Lombardo seconded. Motion carried 5-0 on a roll call vote.

AYES: Council Members Abel, Denison, Leone, Lombardo and Mayor Huntington
NOES: None
ABSTAIN: None
ABSENT: None

CONSENT AGENDA

2. **Waive** further reading of all ordinances and read by title only
3. **Receive and file** the monthly Statistical Fire Department Reports for the month of November 2014
4. **Adopt Ordinance 253**

AN ORDINANCE OF THE TOWN COUNCIL OF THE TOWN OF YUCCA VALLEY, CALIFORNIA, AMENDING TITLE 9, YUCCA VALLEY DEVELOPMENT CODE, BY ADOPTING ARTICLE 2, CHAPTER 9.05 THRU CHAPTER 9.22, ZONING DISTRICTS AND DEVELOPMENT STANDARDS, ESTABLISHING THE TOWN'S ZONING DISTRICTS AND ZONING MAP AND PROVIDING LAND USE STANDARDS AND DEVELOPMENT REQUIREMENTS FOR THE ZONING DISTRICTS AND OVERLAY DISTRICTS, AND REPEALING SECTIONS 83.020105 THRU 83.020205, SECTIONS 84.0101 THRU 84.0125, SECTIONS 84.0205 THRU 84.0250, SECTIONS 84.0301 THRU 84.0390, SECTIONS 84.0501 THRU 84.0570, SECTION 84.0601, SECTION 84.0605, SECTION 84.0620, SECTIONS 85.0101 THRU 85.0145, SECTIONS 85.020101 THRU 85.020130, SECTIONS 85.020201 THRU 85.020230, SECTIONS 85.020301 THRU 85.020335, SECTIONS 85.020401 THRU 85.020415, SECTIONS 85.020501 THRU 85.020510, SECTIONS 85.030101 THRU 85.030110, SECTIONS 85.030201 THRU 85.030220, SECTIONS 85.030301 THRU 85.030315, SECTIONS 85.030401 THRU 85.030425, SECTIONS 85.030501 THRU 85-030520, SECTIONS 85.030601 THRU 85.030610, SECTIONS 88.0501 THRU 88.0520, AND SECTION 88.0605 AND SECTIONS 88.0701 THRU 88.0715 OF THE YUCCA VALLEY DEVELOPMENT CODE.

5. **Adopt Ordinance 254**

AN ORDINANCE OF THE TOWN COUNCIL OF THE TOWN OF YUCCA VALLEY, CALIFORNIA, AMENDING TITLE 9, YUCCA VALLEY DEVELOPMENT CODE, BY ADOPTING ARTICLE 3, CHAPTERS 9.30 THRU 9.52, GENERAL DEVELOPMENT STANDARDS, AND REPEALING SECTIONS 41.151 THRU 41.1569 OF THE YUCCA VALLEY MUNICIPAL CODE AND SECTIONS 84.0701 THRU 84.0740, SECTIONS 87.0101 THRU 87.0105, SECTIONS 87.0201 THRU 87.220, SECTIONS 87.0401 THRU 87.0405, SECTIONS 87.0501 THRU 87.0505, SECTIONS 87.0601 THRU 87.0645, SECTIONS 87.0901 THRU 87.0940, SECTIONS 88.0805 THRU 88.0810, SECTIONS 810.0101 THRU 810.0135, , SECTIONS 810.0201 THRU 810.0275, SECTION 84.0610, SECTIONS 87.1110 THRU 87.1180, SECTION 812.01005, SECTION 84.0615, AND SECTIONS 811.301 THRU 811.309 OF TITLE 8 OF THE YUCCA VALLEY DEVELOPMENT CODE, AND

SECTIONS 9.75.010 THRU 9.75.130 OF TITLE 9 OF THE YUCCA VALLEY DEVELOPMENT CODE.

6. Item Pulled

- 7. **Adopt** Resolution No. 14-36, approve the specifications for the Community Center Infield Refurbishment project, and authorize the Town Clerk to advertise and receive bids.

A RESOLUTION OF THE TOWN COUNCIL OF THE TOWN OF YUCCA VALLEY, CALIFORNIA, APPROVING THE PLANS AND SPECIFICATIONS FOR THE CONSTRUCTION OF COMMUNITY CENTER INFILED REFURBISHMENT IN SAID TOWN AND AUTHORIZING AND DIRECTING THE TOWN CLERK TO ADVERTISE AND RECEIVE BIDS

- 8. **Approve** Resolution No. 14-37, granting an easement(s) to the public for street and utility purposes for Kickapoo Trail and Benecia Trail, as described in Attachment “A” for APN #586-101-07 and “A” for APN #586-081-05 to this staff report, and authorize the Mayor to sign the grant of easement, and direct the Town Clerk to record the easement with the San Bernardino County Recorder’s Office

A RESOLUTION OF THE TOWN COUNCIL OF THE TOWN OF YUCCA VALLEY, CALIFORNIA, AUTHORIZING THE TOWN MANAGER TO GRANT DEDICATIONS OF EASMENTS ON KICKAPOO TRAIL APN #586-101-07 AND BENEZIA TRAIL APN #586-081-05 FOR PUBLIC UTILITY PURPOSES

- 9. **Receive and file** the AB1234 Reporting Requirement Schedule for the month of November 2014

Mayor Huntington pulled Item No. 6.

Mayor Huntington opened public comment on the Consent Agenda. With no members of the public wishing to speak, public comments were closed.

Council Member Lombardo moved to approve Consent Agenda items 2-5, and 7-9. Council Member Abel seconded. Motion carried 5-0 on a roll call vote.

- AYES:** Council Members Abel, Denison, Leone, Lombardo and Mayor Huntington
- NOES:** None
- ABSTAIN:** None

ABSENT: None

**Item No 6- SR62 & Dumosa Avenue Traffic Signal Project – Town Project No.8456
SANBAG – Amendment No. 1 to Contract No. C13161
Contract Amendment No. 1 – Albert A. Webb Associates**

Mayor Huntington reported the funding authorization is scheduled to go before the SANBAG board acting as the San Bernardino County Transportation Authority on January 7, 2015 for final funding approval. Huntington requested that the motion be changed to reflect a contingency on final SANBAG approval.

Council Member Abel moved to

1. Approve Amendment No. 1 to the SR62 & Dumosa Avenue Signal Project- Town Project No. 8456- Project Funding Agreement between the Town of Yucca Valley and the San Bernardino County Transportation Authority, C13161, AUTHORIZING THE Mayor to sign all necessary documents, contingent upon SANBAG approval expected in January 2015.
2. Approve Amendment No. 1 to the Agreement for Professional Consulting Services with Albert Webb Associates, to provide additional required tasks and services specifically described in Consultant’s Proposal dated November 20, 2104 and attached to the proposed amendment as Exhibit “A”; increasing the total compensation under the Agreement for Professional Consulting Services by \$5,800, bringing the total compensation under the Agreement to \$81,800.00,
3. Amend the budget for the Measure I Regional Fund 520 to reflect the revised appropriations and project costs, contingent upon SANBAG approval expected in January 2015.

Council Member Denison seconded. Motion carried 5-0 on a roll call vote.

AYES: Council Members Abel, Denison, Leone, Lombardo and Mayor Huntington

NOES: None

ABSTAIN: None

ABSENT: None

DEPARTMENT REPORTS

**10. Jacobs Park Playground Improvements-Town Project No. 8948
Approval of Plans and Specifications
Authorization to Advertise for Construction**

A RESOLUTION OF THE TOWN COUNCIL OF THE TOWN OF YUCCA VALLEY, CALIFORNIA APPROVING PLANS AND SPECIFICATIONS FOR THE CONSTRUCTION OF THE JACOBS PARK PLAYGROUND EQUIPMENT IMPROVEMENTS IN SAID TOWN AND AUTHORIZING AND DIRECTING THE TOWN CLERK TO ADVERTISE TO RECEIVE BIDS

Deputy Town Manager Stueckle presented the staff report requesting authorization to move forward with playground improvements at Jacobs Park. The project includes the replacement of existing playground equipment, necessary curbing and the installation of wood chips for ADA access.

Mayor Huntington opened public comments. With no members of the public wishing to speak, public comments were closed.

Mayor Pro Tem Leone received confirmation that the playground upgrade was for safety standards.

Mayor Pro Tem Leone moved to adopt Resolution No. 14-38, approve the plans and specifications for Project No. 8948, authorize the Town Clerk to advertise and receive bids, contingent upon final approval by San Bernardino County, and amends the budget to increase the project budget to the appropriated funding from the County for use of CDBG funds.

Council Member Denison seconded. Motion carried 5-0 on a roll call vote.

- AYES:** Council Members Abel, Denison, Leone, Lombardo and Mayor Huntington
- NOES:** None
- ABSTAIN:** None
- ABSENT:** None

11. Park Monument Signage

Community Services Manager Earnest presented the staff report requesting consideration of placing monument signage at Essig Park and Machris Park. Currently, identifying signage is not installed at these two primary Town park facilities. Existing monument signage is located at Jacobs Park and Paradise Park. To create identifying consistency among all park facilities, as stated in the Town’s Parks and Recreation Master Plan (PRMP) it is recommended to install

similar signage at the Essig Park and Machris Park.

Mayor Huntington opened public comments. With no members of the public wishing to speak, public comments were closed.

Mayor Pro Tem Leone inquired on the possibility of including the term “dog park” with the Essig sign.

Council Member Lombardo suggested to keep the street signage simply “Essig Park” since there are many amenities at the park. A dog park sign within the park boundaries might be a better approach.

Council Member Abel inquired on the cost and asked if the signs could be installed by Town staff. Abel continued to offer the possibility of using the signage project to be opened to local artists as a creative approach to identifying the facilities. The standard monument sign could be a considered as the alternative.

Council Member Denison spoke favorably of a uniformed look among all the park facilities.

Mayor Huntington also voiced favor in uniformity.

Mayor Pro Tem Leone reminded the Council that MBTA used public art within its transportation facility design in addition to the signage.

Council Member Lombardo moved to accept the recommendation of the Parks, Recreation & Cultural Commission requesting installation of park monumentation signage at Essig Park and Machris Park, and direct staff to proceed with acquisition of the recommended signage in accordance with Town Code, Policies and Procedures. Council Member Denison seconded. Motion carried 4-1 on a roll call vote.

- AYES:** Council Members Denison, Leone, Lombardo and Mayor Huntington
- NOES:** Council Member Abel
- ABSTAIN:** None
- ABSENT:** None

12. Town Council Public Agency Board / Committee Assignments

Town Manager Yakimow presented the staff report, explaining the annual process of selecting Town representation for various regional boards, Joint Powers Authorities (JPA’s) and Ad-Hoc committees with local agencies, as stated in the Council’s Manual of Procedural Guidelines.

A need was identified for the creation of an ad-hoc committee for the purpose of reviewing Town-owned properties, as well as council representation on a Town Audit Committee to assist in the selection of the Town’s financial auditing firm and additional financial related items as needed. A Medical Marijuana Ad-Hoc committee is necessary to review the various options and

requirements in processing the voter initiative ordinance.

Council Members discussed committees no longer having a purpose to meet, including: Council Rules and Procedures, County Budget, Morongo Unified School District, and Senior Housing.

Mayor Huntington opened public comments. With no members of the public wishing to speak, public comments were closed.

Discussion was held, with each council member voicing their request to serve on various boards.

Council Member Abel moved to select representatives to the various Public Agency Boards, and direct the Town Clerk to notify the agencies of any changes in representation, and to create a Public Facilities Ad Hoc Committee and a Medical Marijuana Ad Hoc Committee and assign two Council Members to the newly created committees and dissolve any Ad Hoc Committees as needed. Motion carried 5-0 on a roll call vote.

- AYES:** Council Members Abel, Denison, Leone, Lombardo, and Mayor Huntington
- NOES:** None
- ABSTAIN:** None
- ABSENT:** None

Committee Assignments

COMMITTEE	REPRESENTATIVE	MEETING SCHEDULE	LOCATION
CITY / COUNTY ANIMAL SERVICES JPA	Huntington Lombardo	12:00 pm. Last Thursday	Yucca Valley
DESERT SOLID WASTE JPA	Huntington Leone (Alt)	10:00 a.m. 2 nd Thursday Feb, May, Aug, Nov	Victorville
LEAGUE OF CALIFORNIA CITIES DESERT MOUNTAIN DIVISION	Lombardo Denison (Alt)	10:00 a.m. 4 th Friday- Quarterly	Varies
LEAGUE OF CALIFORNIA CITIES LEGISLATIVE DELEGATE	Mayor		
LEGISLATIVE TEAM	Huntington Denison	Proposed for Council Members to work with Town Manager meeting with legislators when necessary	
HOMELESS PARTNERSHIP (SBCO) AND INTERAGENCY COUNCIL ON HOMELESSNESS	Staff	9:00 a.m. 4 th Wednesday	San Bernardino
MEASURE I	Huntington Abel (Alt)	9:30 a.m. 3 rd Friday	Apple Valley
MORONGO BASIN TRANSIT AUTHORITY	Abel Leone Lombardo (Alt)	5:00 p.m. 4 th Thursday	Joshua Tree
MOJAVE AIR QUALITY DISTRICT	Leone Abel (Alt)	10:00 a.m. 4 th Monday	Victorville
SANBAG	Huntington Abel (Alt)	10:30 a.m. 1 st Wednesday	San Bernardino

SPORTS COUNCIL	Denison	6:30 p.m. 2 nd Monday March, June, Sept	Yucca Valley
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Ad Hoc Committee Assignments

COMMITTEE	REPRESENTATIVES
AUDIT	Denison Huntington
BREHM PARK	Abel Lombardo
MEDICAL MARIJUANA INITIATIVE	Lombardo Abel
ONLINE VIDEO	Huntington Evans (PRCC)
PUBLIC FACILITIES	Huntington Leone
RDA BONDS	Huntington Leone
SEWER FINANCING	Denison Leone
SUBDIVISION	Huntington Leone

FUTURE AGENDA ITEMS

None Stated

PUBLIC COMMENTS

Mayor Huntington opened public comments. With no members of the public wishing to speak, public comments were closed.

STAFF REPORTS AND COMMENTS

Town Manager Yakimow thanked the Mayor and the public who participated in the Annual Light Parade, a good time was had by all.

Yakimow reminded the public that Town Hall and non-emergency departments will be closed for the holidays.

Yakimow encouraged the public to apply to the Town’s boards and commissions. The application can be found on the Town’s website.

Deputy Town Manager Stueckle gave a brief update on private land development and stated that Building and Safety will remain open during the holidays.

MAYOR AND COUNCIL MEMBER REPORTS AND COMMENTS

13. Council Member Abel- thanked the public for attending the meeting and reminded the public to shop local.
14. Council Member Denison- reported that he has seen increased activity in the local stores, thanked those for shopping local. Commended Town staff on the recent holiday activities.
15. Council Member Lombardo thanked the public for attending the meeting and wished everyone a safe and happy holiday season.
16. Mayor Pro Tem Leone- gave well wishes for the holidays and asked staff to explore the possibility of reducing the speed limit on a portion of Sunnyslope.
17. Mayor Huntington- glad to see the median signs removed from the highway. Reported having a great time at the recent light parade and the Hi Desert Chorus holiday concert. Wished everyone a wonderful holiday season.

ANNOUNCEMENTS

The Town Council will not be meeting at its next regularly scheduled meeting of Tuesday, January 6, 2015.

The next meeting of the Yucca Valley Town Council is scheduled for Tuesday, January 20, 2015 at 6:00 p.m. in the Yucca Valley Community Center Yucca Room

ADJOURNMENT

Mayor Huntington adjourned the meeting at 7:15 p.m.

Respectfully Submitted,

Lesley Copeland, CMC
Town Clerk

**TOWN OF YUCCA VALLEY
TOWN COUNCIL MEETING MINUTES
JANUARY 20, 2015**

OPENING CEREMONIES

Mayor Huntington called the meeting to order at 6:00 p.m.

Council Members Present: Abel, Denison, Leone, Lombardo, and Mayor Huntington

Staff Members Present: Town Manager Yakimow, Deputy Town Manager Stueckle, Town Attorney Laymon, and Town Clerk Copeland

The Pledge of Allegiance was led by Mayor Pro Tem Leone.

With the lack of clergy present for the invocation, Mayor Huntington invited the public in a moment of silence.

PRESENTATIONS, INTRODUCTIONS, RECOGNITIONS

1. Yucca Valley Chamber of Commerce

Yucca Valley Chamber of Commerce President Tom Huls presented information on the Chamber's Shop Local Campaign, including proposed highway street banners identifying various geographical shopping districts in Town and reminding motorists to shop local. The Chamber is also conducting a target marketing campaign for the upcoming King of the Hammers event in Johnson Valley encouraging visitors to purchase supplies in Yucca Valley.

2. Yucca Valley Point-in-Time Count Update

Management Analyst Rice updated the Council on the San Bernardino County's Point-in-Time Homelessness Count occurring later in the week. The results of the count will provide a benchmark of the needs of the homeless community in the area.

APPROVAL OF AGENDA

Mayor Pro Tem Leone moved to approve the agenda for the Town Council meeting of January 20, 2015. Council Member Lombardo seconded. Motion carried 5-0 on a roll call vote.

AYES: Council Members Abel, Denison, Leone, Lombardo and Mayor Huntington

NOES: None

ABSTAIN: None

ABSENT: None

CONSENT AGENDA

2. **Waive** further reading of all ordinances and read by title only
3. **Receive and file** the monthly Statistical Fire Department Reports for the month of November 2014
4. **Approve** the Town Council meeting minutes of November 18, 2014 as amended
5. **Receive and file** the monthly Statistical Fire Department Reports for the month of December 2014
6. **Accept** the Public Lands Highway Discretionary Funds Project (PLHD), Town Project No. 8661 as substantially complete, authorize staff to file the Notice of Completion, authorize the reduction of the Faithful Performance Bond to 10%, and direct staff to retain the Labor and Material Bond for six (6) months.
7. **Receive and file** the report outlining the draft spring/summer 2015 programs and events to be organized and conducted by the Community Services Department
8. **Accept** the bequest from the Charles C. May Trust, and direct staff to designate that the funds are used to the benefit of the Yucca Valley Animal Shelter, in accordance with the wishes of the benefactor.
9. **Reject** all bids received on January 13, 2105 for the Community Center Infield Refurbishment Project; **Authorize** the Town Clerk to return all Bid Bonds to all bidders; **Authorize** the Town Clerk to re-advertise and solicit bids for the project with a bid opening date of February 10, 2015.
10. **Support** the nomination of council member Robert Leone to the Bureau of Land Management's California Desert District Advisory Council, and **authorize** the Mayor to offer a letter of support on behalf of the Council.
11. **Receive and file** the AB1234 Reporting Requirement Schedule for the month of December 2014
12. **Ratify** the Payroll Registers total of \$392,703.48 for checks dated December 5, 2014 - January 2, 2015 and; **Ratify** the Warrant Registers total of \$849,356.08 for checks dated December 18, 2014 and January 8, 2015

Town Clerk Copeland requested Town Council consideration in amending the presented Town Council Meeting Minutes of November 18, 2014 (Agenda Item No. 4) to include the approved Native Plant list. The list includes: Yucca Brevifolia (Joshua Tree), Yucca Schidigera (Mojave Yucca), Nolina Parryi (Parry's Nolina), Juniperus Californica (California Juniper), Yucca Whipplei (Our Lords Candle), and Pinus Monophylla (Pinon Pine).

Mayor Huntington opened public comment on the Consent Agenda. With no members of the

public wishing to speak, public comments were closed.

Council Member Abel moved to approve Consent Agenda items 3-12. Mayor Pro Tem Leone seconded. Motion carried 5-0 on a roll call vote.

- AYES:** Council Members Abel, Denison, Leone, Lombardo and Mayor Huntington
- NOES:** None
- ABSTAIN:** None
- ABSENT:** None

DEPARTMENT REPORTS

13. Accept Certificate of Sufficiency of Petition Regarding the Medical Cannabis Restriction and Limitation Initiative Petition and Other Related Actions

Town Attorney Laymon explained the purpose of the item. By law, the Council is required to accept the Certificate of Sufficiency issued by the County of San Bernardino Registrar of Voters (ROV) regarding The Medical Marijuana Dispensary Authorization and Regulation Initiative. After the ROV review of the signatures included on the Initiative petition, it was determined that 1,873 signatures were found valid, meeting the 15% threshold to hold a special election on the item. The Town Council must make its determination on how to proceed on the initiative based on the available options.

Laymon continued by explaining each of the options available before the Council. 1) Adopt the Voter’s Ordinance as proposed, 2) Immediately set the matter for voter approval at a special election, or 3) Direct Staff to prepare a report on the effect of the initiative.

Mayor Huntington opened public comments on the item.

Jason Elsasser, Yucca Valley stated he would like to defer his comments until the next agenda item.

Ron Cohen, Yucca Valley spoke of the initiative timeline and the potential costs of a prepared impact study.

Susan Simmons, Yucca Valley spoke of concern on the length of time bringing this item forward and spoke favorably of a dispensary being a potential revenue source for the Town.

Craig Beresh, California Cannabis Coalition, spoke of a statewide movement on the medical cannabis issue.

With no other members of the public wishing to speak, Mayor Huntington closed public comments.

Mayor Pro Tem Leone commended the initiative proponents in collecting the required number of signatures in only 74 days. Leone also reminded that the previous medical marijuana dispensary operated within the Town with no public safety issues, and noted favorably in requesting an impact study.

Council Member Abel explained that as a member of the Medical Marijuana Ad Hoc Committee, the recommendations here are in line with the Ad-Hoc Committee’s recommendations.

Council Member Denison also commended the proponents in the effort of bringing this before the Town Council. Denison concurred with the recommendation.

Council Member Lombardo explained he is also on the Medical Marijuana Ad Hoc Committee and with much discussion, the Ad Hoc Committee recommends bringing the item before the voters of Yucca Valley and an impact report would be beneficial in determining any benefits or concerns to be addressed.

Mayor Huntington voiced he is favorable to the recommendation.

Council Member Lombardo moved to accept the Certificate of Sufficiency issued by the County of San Bernardino Registrar of Voters regarding The Medical Marijuana Dispensary Authorization and Regulation Initiative (the “Initiative”). (See, Initiative at Attachment A.) Mayor Pro Tem Leone seconded. Motion carried 5-0 on a roll call vote.

- AYES:** Council Members Abel, Denison, Leone, Lombardo and Mayor Huntington
- NOES:** None
- ABSTAIN:** None
- ABSENT:** None

Council Member Lombardo moved to direct staff to prepare a report as allowed by Election Code § 9212, and present such report at the February 17, 2015, Regular Town Council meeting. Council Member Denison seconded. Motion carried 5-0 on a roll call vote.

- AYES:** Council Members Abel, Denison, Leone, Lombardo and Mayor Huntington
- NOES:** None
- ABSTAIN:** None
- ABSENT:** None

14. Town-Sponsored Medical Marijuana Ballot Measure

Town Attorney Laymon presented the staff report for the Town Council's consideration of a Town-sponsored medical marijuana ballot measure to be voted on at the same election where the citizen-sponsored initiative measure is to be held. Laymon explained that because of the action taken by the Town Council on Item No. 13, options b) and c) (ii) on the staff recommendation are no longer valid options.

Because some concerns have been expressed about specific provisions in the Citizen Initiative, the medical marijuana subcommittee was formed and has discussed possibly preparing a Town Measure to be placed on the ballot as an alternative or amendatory ordinance to the petition measure.

Town Attorney Laymon introduced Aleshire & Wynder Attorney Jeff Malaway to explain the specific provisions in both the citizen initiative and the draft version of the Town's potential ordinance. Malaway presented a comprehensive comparison of the similarities and differences in the Voter Initiative and the proposed Town Initiative. Both would allow for medical marijuana dispensaries within the Town's jurisdiction.

Mayor Huntington opened public comments.

Jason Elsasser- Yucca Valley spoke of the need for safe access to medical cannabis in Yucca Valley. Elsasser stated he is working with the proponents on the citizen's measure and doesn't believe there is anything that cannot be worked out and would like to see the ordinance approved without going to the voters in a special ballot.

Joseph Spiegel, Yucca Valley commended Elsasser and his group for what they have done so far. Spiegel suggested letting the cannabis business owners foot the bill of the election through application fees, and spoke favorably on letting a free market determine the number of dispensaries, and stated that the Town's version of the ordinance cleared up a lot of questions he had.

David Clifford, Yucca Valley thanked Attorney Malaway for the detailed comparison of the two proposed ordinances and spoke favorably on the Town's version. Clifford continued to explain that there should not be just one dispensary in Town as this could drive up prices.

Ken Nyquist, Yucca Valley commented favorably on the Town's proposed ordinance and explained that a negotiated approach should be used instead of spending the money on a special election.

Susan Simmons, Yucca Valley spoke in opposition to the Town's proposed ordinance.

Lanny Swerdlow, Whitewater explained he helped Palm Springs with their ordinance and suggested forming a Yucca Valley community garden for people to grow their own cannabis.

Jimmy McShane, Palm Springs spoke as a cancer survivor and the revenue the City of Palm Springs is receiving from the medical cannabis sales in their community.

Craig Beresh, California Cannabis Coalition asked that the Town work with proponents, approve their ordinance and not to spend money on a special election.

Richard Harlan, Yucca Valley spoke of the money that appears to be behind the medical cannabis business and spoke in opposition of dispensaries in Yucca Valley.

Dezaray Resendez, Joshua Tree spoke as a nurse at the local medical cannabis resource office and the sick people she sees every day.

Joseph Sullivan, Yucca Valley spoke favorably of taking the issue to the voters in a special election.

With no other members of the public wishing to speak, Mayor Huntington closed public comments.

Council Member Denison commended the proponents for spearheading this issue and spoke in favor of working on a revised ordinance with the proponents to bring one potential ordinance before the voters.

Council Member Abel agreed with Denison that the proponents have had great dialog with the Town through this process. Abel also commented in favor of continuing to work with the proponents on a combined ordinance to take before the voters.

Council Member Lombardo stated he would like to continue to work with the proponents on a revised ordinance and then have a special election to allow the voters of Yucca Valley to decide.

Attorney Laymon explained the complexity of scheduling a special election and the possibility of consolidating the election if there is an available date within the allotted time frame.

Mayor Pro Tem Leone spoke of concern of not wanting to wait too long for a special election and inquired if there is a way for the applying businesses to pay a larger permit fee to try and recoup election costs.

Mayor Huntington commented favorably of a consolidation approach and would like to continue working with the proponents, on something that both groups would agree on. Then, take the matter to the voters. Huntington suggested that if a compromise is not met, then the Town Council would need a contingent approach if necessary. Huntington would like to see the Medical Marijuana Ad Hoc Committee (Abel, Lombardo) work out the details, including clarification on the proponent's preferred treatment wording.

Mayor Pro Tem Leone stated his preference on limiting the potential allowable location to include industrial and commercial zoning areas for visibility.

Council Member Denison stated he understands the need for easy access; however it does not need highway frontage. Industrial and some commercial areas would be okay.

Mayor Huntington stated he is in favor of allowing dispensaries in the industrial areas and general service areas, and not general commercial zoned areas.

Council Member Lombardo commented on the medical cannabis business is driven by prescriptions and the location is known by referral, not walk-in traffic. Industrial and commercial service areas would accommodate this type of business.

Consensus was made among the Council Members providing staff policy direction to pursue a joint Proponent/Town Measure for voter consideration by directing the Town’s Medical Marijuana Ad Hoc committee to continue discussions with the citizen initiative representatives.

No formal vote was held.

15. Planning Commission Appointments

Town Clerk Copeland presented a brief staff report explaining the commissioner appointment process. Currently, there are four vacancies on the Planning Commission. Commissioners Bridenstine, Lavender and Whitten’s terms expire January 31, 2015. New appointments for the three expiring positions will be for four year terms thru January 31, 2019. Also, there is an unfilled vacancy on the commission since the resignation of Commissioner Humphreville from November 2014. Council Member Lombardo has the opportunity to nominate an applicant to fill this vacancy for a term ending January 31, 2017.

Mayor Huntington opened public comments.

Charles McHenry, Yucca Valley stated he was an applicant seeking appointment to the Planning Commission and is interested in serving the community in this capacity.

With no other members of the public wishing to speak, Mayor Huntington closed public comments.

Mayor Huntington opened nominations for Planning Commission appointments.

Council Member Lombardo moved to appoint Charles McHenry for a term ending on January 31, 2017. Mayor Pro Tem Leone seconded. Motion carried 5-0 on a roll call vote.

- AYES:** Council Members Abel, Denison, Leone, Lombardo and Mayor Huntington
- NOES:** None
- ABSTAIN:** None
- ABSENT:** None

Council Member Denison moved to nominate Steven Whitten for another four year term on the Planning Commission thru January 31, 2019. Council Member Abel seconded. Motion carried 5-0 on a roll call vote.

- AYES:** Council Members Abel, Denison, Leone, Lombardo and Mayor Huntington
- NOES:** None
- ABSTAIN:** None
- ABSENT:** None

Mayor Pro Tem Leone moved to nominate Jeff Evans to the Planning Commission for a four-year term ending January 31, 2019. Mayor Huntington seconded. Motion carried 5-0 on a roll call vote.

- AYES:** Council Members Abel, Denison, Leone, Lombardo and Mayor Huntington
- NOES:** None
- ABSTAIN:** None
- ABSENT:** None

Council Member Abel moved to nominate Vickie Bridenstine for another four year term on the Planning Commission thru January 31, 2019. Council Member Lombardo seconded. Motion carried 5-0 on a roll call vote.

- AYES:** Council Members Abel, Denison, Leone, Lombardo and Mayor Huntington
- NOES:** None
- ABSTAIN:** None
- ABSENT:** None

16. Parks, Recreation and Cultural Commission Recruitment Extension

Town Clerk Copeland presented a brief staff report requesting an extension of the recruitment period for four vacancies on the Parks, Recreation and Cultural Commission (PRCC). Though the PRCC has had the same recruitment period as the Planning Commission, only two applications were received by interested individuals. Copeland explained that keeping the recruitment period open for an extended period will allow for additional outreach.

Mayor Huntington opened public comments. With no members of the public wishing to speak, public comments were closed.

Council Member Abel thanked the outgoing Parks, Recreation, and Cultural Commissioners for their service to the community.

Mayor Pro Tem moved to extend the Parks, Recreation, and Cultural Commission member

recruitment period to February 19, 2015 to allow for additional applicants. Council Member Abel seconded. Motion carried 5-0 on a roll call vote.

- AYES:** Council Members Abel, Denison, Leone, Lombardo, and Mayor Huntington
- NOES:** None
- ABSTAIN:** None
- ABSENT:** None

FUTURE AGENDA ITEMS

Council Member Leone received consensus from the Town Council to consider placing an item on a future agenda to discuss the inclusion of the words “In God We Trust” on the Town Council dais, as invited by Jacque Sullivan of In God We Trust-America, Inc.

PUBLIC COMMENTS

Mayor Huntington opened public comments.

Ken Nyquist, Yucca Valley congratulated those council members elected in the recent race and spoke of poor road conditions in his neighborhood.

Robert Dunn, Yucca Valley thanked the Town Council members for their service and perseverance with the tough decisions.

Richard Harlan, Yucca Valley spoke of proposed sewer inspection fees.

With no other members of the public wishing to speak, Mayor Huntington closed public comments.

STAFF REPORTS AND COMMENTS

Deputy Town Manager Stueckle responded to public comment that any fees charged for inspections are for recouping actual cost, and not for any form of profit.

MAYOR AND COUNCIL MEMBER REPORTS AND COMMENTS

- 17. Council Member Abel- thanked everyone for attending the meeting; thanked the Town’s Commissioners for their dedication and service. Abel also thanked the Town Attorneys for their explanations in the complicated matters discussed this evening.
- 18. Council Member Denison- thanked the public for their input and great ideas. Denison

also offered thanks to the many volunteers helping with the annual Tender Loving Christmas event and also thanked those working on the Point-in-Time Homelessness count.

19. Council Member Lombardo wished everyone a happy new year and thanked everyone for great dialog this evening.
20. Mayor Pro Tem Leone- congratulated the YV Chamber for their marketing ideas and their Shop Local campaign. Leone thanked outgoing Planning Commissioner Lavender and outgoing Parks, Recreation and Cultural Commissioner Jones-Poland for their time on the Town's commissions. Encouraged the public to get involved, and welcomed McHenry to the Planning Commission.
21. Mayor Huntington- congratulated the newly appointed commissioners, and announced he will be holding regular office hours at Town Hall. If the regular hours are not convenient, Huntington encouraged the public to contact the Town Clerk to make an appointment.

ANNOUNCEMENTS

The next meeting of the Yucca Valley Town Council is scheduled for Tuesday, February 3, 2015 at 6:00 p.m. in the Yucca Valley Community Center Yucca Room

ADJOURNED TO CLOSED SESSION

Town Attorney Laymon announced the Closed Session items.

1. CONFERENCE WITH REAL PROPERTY NEGOTIATOR

A closed session will be held, pursuant to Government Code § 54956.8, to enable the Town Council to consider negotiations with Basin Wide Foundation- Youth Sports Park Coalition, and to give direction to its negotiator Curtis Yakimow, Town Manager regarding that certain real property APNs 0595-131-01, 0595-131-49, 0595-131-45, 0595-131-17, and 0595-131-47, 0595-131-11 The Town's real property negotiator will seek direction from the Town Council regarding the price and terms of payment for the property.

2. CONFERENCE WITH LEGAL COUNSEL – EXISTING LITIGATION

A closed session will be held, pursuant to Government Code §54956.9(d)(1), to confer with legal counsel regarding pending litigation to which the Town is a party. The title of such litigation is as follows: Friederich Koenig vs. Town of Yucca Valley; CV14-01310 R; US District Court

3. CONFERENCE WITH LEGAL COUNSEL – EXISTING LITIGATION

A closed session will be held, pursuant to Government Code §54956.9(d)(1), to confer with legal counsel regarding pending litigation to which the Town is a party. The title of such

litigation is as follows: Friederich Koenig vs. Town of Yucca Valley; CIVDS1417121; CA Superior Court

4. CONFERENCE WITH LEGAL COUNSEL – EXISTING LITIGATION

A closed session will be held, pursuant to Government Code §54956.9(d)(1), to confer with legal counsel regarding pending litigation to which the Town is a party. The title of such litigation is as follows: Town of Yucca Valley vs. Yashraj Hospitality, Inc., dba Best Western Yucca Valley Hotel and Suites, Nathsons Hospitality, Inc., Venokumar Nathraj, Charmaine Nathraj et. al; CIVDS1415964; San Bernardino County Superior Court

5. CONFERENCE WITH LEGAL COUNSEL – EXISTING LITIGATION

A closed session will be held, pursuant to Government Code §54956.9(d)(1), to confer with legal counsel regarding pending litigation to which the Town is a party. The title of such litigation is as follows: Mirage Front Properties, LLC vs. Town of Yucca Valley; CIVDS1400401

Mayor Huntington opened public comments on the Closed Session items.

Robert Nelson, Yucca Valley submitted a letter to the Town Council via email prior to the meeting opposing the Brehm Park acquisition.

Ken Nyquist, Yucca Valley commented on items relating to existing litigation with Koenig.

With no other members of the public wishing to speak, Mayor Huntington closed public comments.

Mayor Huntington adjourned to closed session at 8:20 p.m.

REPORT OUT FROM CLOSED SESSION /ADJOURNMENT

Town Attorney Laymon reported that Closed Session was adjourned at 9:05 p.m. with no reportable action.

Respectfully Submitted,

Lesley Copeland, CMC
Town Clerk



TOWN COUNCIL STAFF REPORT

To: Honorable Mayor & Town Council
From: Sharon Cisneros, Finance Manager
Date: January 28, 2015
For Council Meeting: February 3, 2015
Subject: Treasurer's Report for the Quarter Ending December 31, 2014
Recommendation: Receive and file the Treasurer's Report for the second quarter of FY 2014-15.

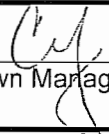
Order of Procedure:

Request Staff Report
Request Public Comment
Council Discussion / Questions of Staff
Motion/Second
Discussion on Motion
Call the Question (Roll Call Vote, Consent Agenda)

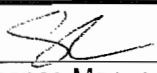
Discussion: The investment policy and Town Code of the Town of Yucca Valley requires that quarterly Treasurer's reports be filed with the Town Council. The attached Treasurer's Report is for the 2nd Quarter of FY 2014-15.

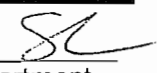
Attachments: Treasurer's report 2nd quarter FY2014-15

Reviewed By:


Town Manager

Town Attorney


Finance Manager


Department

____ Department Report
 Consent

____ Ordinance Action
____ Minute Action


____ Resolution Action
 Receive and File

____ Public Hearing
____ Study Session

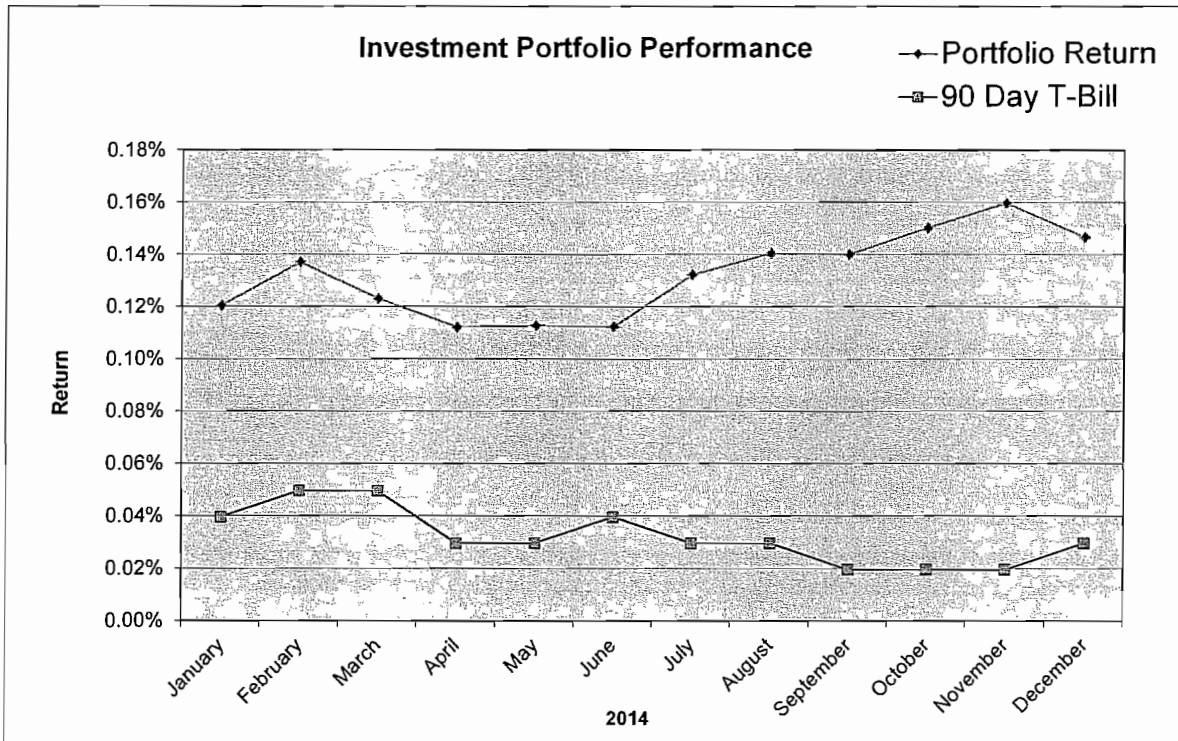
Town of Yucca Valley
Treasurer's Report
As of December 31, 2014

Institution/Investment	Market Value	Percent of Portfolio	Yield	Maturity Date
Pacific Western-Checking Acct	\$ 1,712,197	10.64%	0.00%	Liquid
Local Agency Investment Fund (LAIF)	9,445,092	58.70%	0.22%	Liquid
Pac Western-Successor Agency	4,930,689	30.64%	0.00%	Liquid
Petty Cash	3,390	0.02%	0.00%	Liquid
Total Cash & Investments	\$ 16,091,369	100.00%	0.13%	Fully Liquid

I certify that to the best of my knowledge, this report accurately reflects all pooled investments, and is in conformity with the Town's investment policy effective February 2010, which complies with the California Government Code. A copy of this investment policy, along with the supporting banking and investment statements, is available in the office of the Town Clerk. This investment program provides sufficient cash flow liquidity to meet the next six months of budgeted expenditures.



Sharon Cisneros
Finance Manager



TOWN OF YUCCA VALLEY
PAYROLL REGISTER #28
CHECK DATE - January 16, 2015

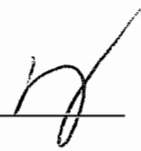
Fund Distribution Breakdown

Fund Distribution

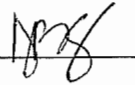
General Fund	\$123,433.39
Gas Tax Fund	10,413.18

Grand Total Payroll	<u><u>\$133,846.57</u></u>
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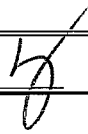
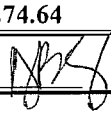
Prepared by P/R & Financial Specialist:



Reviewed by H/R & Risk Mgr.:



Town of Yucca Valley
Payroll Net Pay & Net Liability Breakdown
Pay Period 28 - Paid 01/16/2015
(December 27, 2014 - January 09, 2015)
Checks: 5015 - 5020

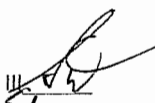
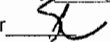
	Employee	Employer	Total
<u>Net Employee Pay</u>			
Payroll Checks	\$1,929.06		\$1,929.06
Direct Deposit	66,252.67	-	66,252.67
Sub-total	68,181.73		68,181.73
<u>Employee Tax Withholding</u>			
Federal	11,223.94		11,223.94
Medicare	1,317.50	1,317.48	2,634.98
SDI - EE	-	-	-
State	3,373.18		3,373.18
Sub-total	15,914.62	1,317.48	17,232.10
<u>Employee Benefit & Other Withholding</u>			
Misc. Payroll Adjustment Credit's	-	-	-
Deferred Compensation	3,118.93	3,580.52	6,699.45
PERS Survivor Benefit	46.00		46.00
Health Café Plan	1,198.17	11,118.56	12,316.73
American Fidelity Pre-Tax	165.09		165.09
American Fidelity After-Tax	-		-
American Fidelity-FSA	414.53		414.53
PERS EE - Contribution 6.25 %	481.14		481.14
PERS EE - Contribution 7%	1,019.82		1,019.82
PERS EE - Contribution 8%	4,715.49		4,715.49
PERS Retirement - Employer 6.25 %	-	481.14	481.14
PERS Retirement - Employer 7.846 %	-	1,166.24	1,166.24
PERS Retirement - Employer 18.586 %	-	12,227.89	12,227.89
Wage Garnishment - Employee	19.12		19.12
Life & Disability Insurance		1,054.15	1,054.15
Other Post Employee Benefit's		2,516.87	2,516.87
Unemployment Insurance		1,554.91	1,554.91
Workers' Compensation		3,554.17	3,554.17
Sub-total	11,178.29	37,254.45	48,432.74
Gross Payroll	\$95,274.64	\$38,571.93	\$133,846.57
Prepared by P/R & Financial Specialist: 	Reviewed by H/R & Risk Mgr.: 		

WARRANT REGISTER # 31
CHECK DATE - JANUARY 22, 2015

FUND DISTRIBUTION BREAKDOWN

Checks # 46040 to # 46122 are valid

GENERAL FUND # 001	\$103,688.80
INTERNAL SERVICE FUND # 100	\$438.24
DEPOSITS FUND # 200	\$10,757.50
COPS-LLESA FUND # 511	\$64.99
STREET MAINTENANCE FUND # 515	\$5,302.62
LTF FUND # 516	\$800.00
MEASURE I 2010-2040 REGIONAL FUND # 520	\$5,815.41
MEASURE I 2010-2040 FUND # 524	\$4,274.79
PUBLIC LANDS FEDERAL GRANT FUND # 527	\$114,065.69
CMAQ FUND # 542	\$6,925.10
CDBG FUND # 560	\$300.38
TOWN HOUSING FUND # 632	\$2,500.00
CAPITAL PROJECTS RESERVE FUND # 800	\$1,152.69
GRAND TOTAL	\$256,086.21

Prepared by Shirlene Doten, Accounting Technician III 
Reviewed by Sharon Cisneros, Finance Manager 

Town of Yucca Valley

Warrant Register

January 22, 2015

Fund	Check #	Vendor	Description	Amount
001	GENERAL FUND			
	46040	Action Pumping, Inc.	Septic Maintenance Service	\$ 160.00
	46042	Ruth Alkire	Contract Instructor	42.00
	46043	All American Publishing	Recreation Program Advertising	130.00
	46044	Alsco/American Linen, Inc.	Facilities Uniform Service	236.83
	46045	Janet Anderson	02/15 Medical Insurance	1,203.46
	46046	ASCAP	Membership Dues	335.00
	46047	Avalon Urgent Care	Pre-Employment Screening	520.00
	46048	Big 5 Corp.	Recreation Supplies	53.94
	46049	Carol Boyer	Contract Instructor	39.20
	46050	Builders Supply-Yucca Valley	Parks Maintenance Expense	44.80
	46051	C & S Electric	Library Facility Maintenance	174.64
	46052	CESA-SC	2015 Membership Dues	75.00
	46053	Charles Abbott & Assoc, Inc.	Plan Check Fee Service	16,901.30
	46054	Janine Cleveland	Contract Instructor	147.00
	46055	Copper Mountain Media	Veteran's Tribute Advertising	300.00
	46056	Carol Corbin	Contract Instructor	52.50
	46057	Corelogics Information Solutions	Property Search Services	165.00
	46058	Emily Covey	Recreation Class Refund	40.00
	46059	D & D Disposal, Inc.	Professional Animal Services	4,272.00
	46060	Data Ticket	Citation Processing Svcs.	1,046.50
	46062	Desert Arc	Park Maintenance Service	4,217.83
	46063	Dept of Justice	Livescan Processing Service	237.00
	46064	Shirlene Doten	Mileage Expense	22.96
	46065	Desert Regional Tourism Agency	FY 14/15 Partnership Agreement	11,250.00
	46066	Evangelical Free Church	Facility Rental	7,500.00
	46067	Farmer Bros. Co.	Office Supplies	173.91
	46069	Catherine Fletcher	Contract Instructor	29.40
	46070	Fulton Distributing Co.	Facilities Maintenance	1,545.53
	46072	Duane Griffin	Contract Instructor	50.40
	46073	Joy Groves	Contract Instructor	120.40
	46074	Lori Herbel	Contract Instructor	661.50
	46075	Hi-Desert Water	Water Service	365.00
	46076	Hi-Desert Publishing	Advertising	672.00
	46078	Inland Empire Stages Unlimited	Recreation Trip Expense	2,554.00
	46080	Susan Jordan	Contract Instructor	105.00
	46081	Pat Lumbattis	Contract Instructor	29.40
	46082	David Luse	Contract Instructor	18.20
	46084	Navitas Lease Corp.	Shelter Phone Lease	527.19
	46085	NRO Engineering	Engineering Services	3,000.00
	46086	Oasis Office Supply, Inc.	Office Supplies	879.70
	46087	OnTrac	Delivery Service	10.70
	46088	Public Agency Retirement Services	10/1-12/31/2014 OPEB Pymt	15,434.86

Town of Yucca Valley

Warrant Register

January 22, 2015

Fund	Check #	Vendor	Description	Amount
	46089	Perris Fence & Supply	Parks Fencing Supplies	17.82
	46090	Petty Cash	Miscellaneous Supplies	239.78
	46091	Phone Solutions	Telephone Equipment Service	47.50
	46092	Pro Security	Alarm Monitoring Service	165.00
	46093	Pro Video	Town Council Taping	50.00
	46095	Rippetoe Law, P.C.	Professional Services	242.25
	46096	Linda Sande	Contract Instructor	46.20
	46097	SBCO - Information Services	12/14 Radio Access	2,144.37
	46098	SBCO Animal Care & Control	2nd Qtr FY 14/15 License Pass	2,824.65
	46099	SCE	Electric Service	4,175.43
	46100	Beverly Schmuckle	Contract Instructor	40.60
	46101	Schoeppner Shows	Special License Refund	4,920.00
	46102	SESAC	2015 Membership Dues	360.00
	46104	Dr. Stephenie Slahor	Museum Program Expense	100.00
	46105	Southwest Networks, Inc.	Technology Support	1,020.00
	46106	Sprint	Cell Phone Service	3.02
	46107	Stater Bros	Recreation Program Expense	33.54
	46108	Steven Enterprises	Office Supplies	971.40
	46109	Tease Shirts	Recreation Program Expense	1,058.40
	46110	TelePacific	Phone & Internet Service	3,702.28
	46111	That Shirt Place	Recreation Program Expense	1,147.60
	46113	Tractor Supply	Shelter Supplies	732.52
	46114	Angelique Trent	Contract Instructor	196.00
	46115	Vagabond Welding Supply	YVHS Pool Maintenance	23.16
	46116	Valley Independent	Employee Business Cards	153.63
	46117	Walmart Community	Recreation Program Supplies	321.33
	46119	Woods Auto Repair	Fleet Vehicle Repairs & Smog	555.45
	46120	Curtis Yakimow	Seminar Expense	93.14
	46121	Yucca Rentals	Light Parade Expense	66.00
	46122	Yucca Valley Mirror & Glass	Library Door Maintenance	2,559.86
	EFT	First Bankcard	Meeting Exp/Misc. Supplies	333.72
Total 001 GENERAL FUND				\$ 103,688.80
100 INTERNAL SERVICE FUND				
	46071	GE Capital Corporation	Copier Lease Sales Tax	\$ 33.46
	46086	Oasis Office Supply, Inc.	Copy Paper	404.78
Total 100 INTERNAL SERVICE FUND				\$ 438.24
200 DEPOSITS FUND				
	46085	NRO Engineering	Engineering Services	\$ 10,757.50
Total 200 DEPOSITS FUND				\$ 10,757.50

Town of Yucca Valley
Warrant Register
January 22, 2015

Fund	Check #	Vendor	Description	Amount
511 COPS-LLESA FUND				
	46112	Time Warner Cable	Sheriff's Office Internet Svs.	\$ 64.99
Total 511	COPS-LLESA FUND			\$ 64.99
515 GAS TAX FUND				
	46044	Alsco/American Linen, Inc.	Streets Uniform Service	\$ 80.24
	46068	FedEx	Delivery Service	13.12
	46075	Hi-Desert Water	Water Service	60.00
	46077	Hi-Grade Materials Co.	Streets Supplies	473.58
	46079	Johnson Machinery Co.	Vehicle #92 Repair	3,918.88
	46099	SCE	Electric Service	724.49
	46117	Walmart Community	Supplies	32.31
Total 515	GAS TAX FUND			\$ 5,302.62
516 LTF FUND				
	46085	NRO Engineering	Engineering Services	\$ 800.00
Total 516	LTF FUND			\$ 800.00
520 MEASURE I-2010-2040 REGIONAL FUND				
	46068	FedEx	Delivery Service	\$ 15.41
	46118	Albert A. Webb Assoc.	Dumosa Signal Project	5,800.00
Total 520	MEASURE I-2010-2040 REGIONAL FUND			\$ 5,815.41
524 MEASURE I -2010-2040 FUND				
	46099	SCE	Electric Service	\$ 4,024.79
	46103	Siemens Industry, Inc.	Signal Maintenance Project	250.00
Total 524	MEASURE I -2010-2040 FUND			\$ 4,274.79
527 PUBLIC LANDS FEDERAL GRANT FUND				
	46083	Matich Corporation	PLHD Project	\$ 114,065.69
Total 527	PUBLIC LANDS FEDERAL GRANT FUND			\$ 114,065.69
542 CMAQ				
	46041	Albert Grover & Assoc.	Signal Synchronization Project	\$ 4,420.00
	46061	DBX, Inc.	CMAQ Project	2,480.00
	46068	FedEx	Delivery Service	25.10
Total 542	CMAQ			\$ 6,925.10
560 CDBG FUND				
	46068	FedEx	Delivery Service	\$ 32.63
	46086	Oasis Office Supply, Inc.	Copying Service	267.75
Total 560	CDBG FUND			\$ 300.38

Town of Yucca Valley

Warrant Register

January 22, 2015

Fund	Check #	Vendor	Description	Amount
632		TOWN HOUSING FUND		
	46094	Rogers,Anderson, Malody & Scott	Professional Services	\$ 2,500.00
Total 632		TOWN HOUSING FUND		\$ 2,500.00
800		CAPITAL PROJECTS RESERVE FUND		
	46068	FedEx	Delivery Service	\$ 183.95
	46076	Hi-Desert Publishing	Advertising	756.00
	46086	Oasis Office Supply, Inc.	Copying Service	212.74
Total 800		CAPITAL PROJECTS RESERVE FUND		\$ 1,152.69
***		Report Total		<u>\$ 256,086.21</u>

TOWN COUNCIL STAFF REPORT

To: Honorable Mayor & Town Council

From: Sharon Cisneros, Finance Manager

Date: January 27, 2015

For Council Meeting: February 3, 2015


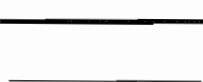

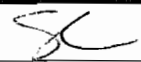
Subject: Community Development Block Grant (CDBG) Prioritization Hearing

Prior Council Review: At the beginning of each cycle of CDBG funding, the Town Council is asked to review eligible project and program proposals and to make a funding recommendation based on local priorities to the County Board of Supervisors.

Recommendation: It is recommended that the Town Council:

1. Allocate the Town's FY 2015-16 CDBG allocation of \$113,531 to the following approved Town Projects;
 - Paradise Park Renovation \$78,531
 - Commercial Corridor/Paradise Valley Code Program \$35,000
2. Direct staff to return selected requests to council for future consideration through the Town's General Fund Community Partnership Budget, existing lease agreements, or other in-kind service partnerships.

Summary: As a participating city with San Bernardino County in the Community Development Block Grant program, the Town of Yucca Valley is required to prioritize eligible local proposals and forward a recommendation to the County Board of Supervisors for funding approval. Six agencies, including the Town of Yucca Valley, submitted proposals for funding under the Town's allocation of the 2015-16 funding cycle to the County Community Development and Housing (CDH) department, where they were reviewed for eligibility under program guidelines. Although the Council has previously declared its intention to allocate CDBG funding to specific Town projects, the Public Hearing is required to allow applicants an opportunity to speak on behalf of their proposals. The Council's funding recommendation will be forwarded to the County Board of Supervisors.

Reviewed By:	 Town Manager	 Town Attorney	 Finance Manager	 Department
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<input type="checkbox"/> Department Report	<input type="checkbox"/> Ordinance Action	<input type="checkbox"/> Resolution Action	<input checked="" type="checkbox"/> Public Hearing
<input type="checkbox"/> Consent	<input checked="" type="checkbox"/> Minute Action	<input type="checkbox"/> Receive and File	<input type="checkbox"/> Study Session

Order of Procedure:

- Request Staff Report
- Open Public Hearing
- Request Public Comment
- Close Public Hearing
- Council Discussion / Questions of Staff
- Motion/Second
- Discussion on Motion
- Call the Question (Roll Call Vote)

Discussion: Through a cooperation agreement with San Bernardino County, the Town of Yucca Valley participates with the County's Community Development and Housing (CDH) department in the administration of Community Development Block Grant funding. Through this agreement, the Town Council is asked each year to review and prioritize eligible projects and proposals, and to forward a funding recommendation to the Board of Supervisors.

Applicants submit project and program proposals in November and December of each year requesting funding under the following fiscal year's allocation. The application period was publicized locally and proposals were submitted directly to the CDH office. Any agency is entitled to apply for funding if the proposal fits the public benefit criteria established by the Department of Housing and Urban Development (HUD) in the Code of Federal Regulations.

The most typical criterion for CDBG funding is the proposal's benefit to low – moderate income residents. Other factors that favorably influence eligibility include compliance with Americans with Disabilities Act (ADA) standards and certain economic development activities. The CDBG program is intended to provide funding for the completion of a beneficial project, or to provide funds for new programs or measurable improvements to existing programs.

The Town's current allocation for the 2015-16 funding cycle is anticipated to be \$113,531. Attached for the Council's review is a recent history of CDBG funding allocations. There is not limit on the amount of local allocation that can be designated for Public Service Programs, however, the Council has opted in recent years to assist certain agencies from the General Fund's partnership budget instead.

The total amount requested from the Town's allocation for 2015-16 public service *programs* is \$53,000. The total requested for *projects* is \$219,500.

For FY2015-16 a methodology change was implemented to the allocation of funds to provide more flexibility to cities. There are no longer minimum project funding thresholds, however the 15% Public Service Cap still applies for cities and towns that receive \$150,000 or more in CDBG allocation. 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 Town's CDBG Administrative Cap. Because the Town's allocation is less than \$150,000, the Public Service Cap does not apply in FY2015-16, but the Town may only fund up to four projects.

All CDBG funded construction projects require a Maintenance and Operation (M&O) commitment. Town funded construction and acquisition activities for third party owned facilities (i.e. nonprofit owned facilities) require an M&O commitment of 5 years for projects funded for less than \$25,000 and 10 years for amounts of \$25,000 or more. Because third party projects are higher risk investment due to the entities ability to meet the M&O covenants, beginning FY2015-16, should the Town wish to fund a construction or acquisition project for a third party owned facility, the Town must agree to enter into a Town General Fund Guarantee to ensure that the Town will repay the HUD CDBG program administered by the County should the project not satisfy the M&O requirements.

Recommendations

Town Park Improvements

With the Council's strategy in recent years of allocating multiple years of funding to various Town projects, the Town has been able to deliver much needed improvements to the Town's aging recreational facilities at the Community Center, Paradise Park, and Jacob's Park playgrounds. To continue the needed improvements, the Paradise Park Renovation Project would expand the improvements to beyond the playground and provide a more complete recreational facility. The recommended action would allocate CDBG funding to deliver improvements which may include the following:

- New Basketball Court
- Shade By Playground
- Concrete sidewalk/pathway
- Benches throughout the park
- Fencing Replacement

Combined with State Grant Funds of \$168,700 recently appropriated for this project, a comprehensive plan will be presented to meet the needs of the surrounding community. For the FY 2015-16 CDBG cycle, staff is recommending an allocation of \$78,531.

Town Targeted Code Enforcement

Over the past three years, the Town has utilized CDBG funding to target specific Code Enforcement activities along the Town's commercial corridor as well as in certain

residential areas within the Town. While these activities have been effective over the past three years, town staff anticipates eliminating CDBG allocation toward this program. After the FY 2015-16 CDBG cycle, it is anticipated that there will be no CDBG allocations toward the Town's code enforcement activities. For the FY 2015-16 CDBG cycle, staff is recommending an allocation of \$35,000.

Unity Homes Project/Program

The Town of Yucca Valley owns the housing units that provide the transitional housing as part of the Domestic Violence program that Unity Homes provides. The in-kind value of providing those homes for less than market value is approximately \$60,000 annually. The improvements to the transitional housing mentioned are maintenance items that may be addressed in the lease agreement with Unity Homes. For the FY2015-16 CDBG cycle, staff is recommending no allocation, but rather a continuation of the in-kind contribution and consideration in the current lease renewal of the much needed maintenance.

Reach Out Morongo Basin Program

During the FY2014-15 CDBG Public Hearing, Council responded to the requests for funding from Reach Out Morongo Basin by including in the General Fund Community Partnership appropriations of \$7,500 in both FY2014-15 and FY2015-16. For the FY2015-16 CDBG cycle, staff is recommending no allocation above the \$7,500 in the General Fund Community Partnership Budget.

San Bernardino County Library Program

In prior years, County has requested funding through the General Fund Community Partnership Budget to assist in their programming in Yucca Valley. During the FY2014-16 Budget Process, the County did not apply for Partnership Funding. For the FY2015-16 CDBG cycle, staff is recommending no CDBG allocation. However, staff is recommending that council direct staff to include the County Library for consideration of appropriation of funds through amendment of the General Fund Community Partnership Budget in FY2015-16, if an application for funding assistance is received.

Family Service Association (FSA) Program

The Town provides the location of the FSA Senior food program for less than market value. The in-kind contribution provided by the town is approximately \$54,000 annually. For the FY2015-16 CDBG cycle, staff is recommending no allocation, but rather a continuation of the in-kind contribution provided.

The Center for Healthy Generations Project

The submitted application by the Center for Healthy Generations is for a project that would be subject to the requirement for a General Fund Guarantee by the Town. For the FY2015-16 CDBG cycle, staff is recommending no CDBG allocation. However, staff is recommending that council direct staff to include Healthy Generations for consideration of appropriation of funds through amendment of the General Fund Community Partnership Budget in FY2015-16 if an application for funding assistance is received.

Alternatives: Allocate as desired.

Fiscal impact: In the 2015-16 CDBG cycle, a total of \$113,531 is anticipated to be available for local programs and projects. These funds become available to the Town after July 1, 2015 following federal and county approval and environmental review.

Attachments: Recent Town CDBG Allocation History
FY 2015-16 CDBG Allocation Letter & Summary
Request Applications

Town of Yucca Valley

CDBG Allocations Recent Project History

Fiscal Year	Project	Allocation	Notes
2009 - 2010	Community Center Playground	\$ 166,051	1
2010 - 2011	Community Center Playground	188,033	1
2011 - 2012	Targeted Code Enforcement	167,405	
2012 - 2013	Community Center Playground	104,603	1
2013 - 2014	Targeted Code Enforcement	116,443	2
2014 - 2015	Jacobs Park Playground	50,000	
2014 - 2015	Targeted Code Enforcement	69,995	
2015 - 2016	Paradise Park Renovation	78,531	3
2015 - 2016	Targeted Code Enforcement	35,000	3

Notes

- 1). Community Center Playground project originally included a Splash Pad element as well as other significant Community Center Playground modifications. Due to budgetary limitations, the scope was reduced to align with resources available. Remaining resources were transitioned to similar improvements at the Town's Paradise Park Facility.
To accomplish this project, a three-year allocation of CDBG funding was necessary.
- 2). Anticipated last full year of targeted Code Enforcement Project.
- 3). Proposed FY 2015-16 projects with partial funding of Paradise Park modifications and partial funding of Targeted Code Enforcement.



Economic Development Agency
Community Development and Housing

Larry Vaupel
Administrator

Dena Fuentes
Director

January 9, 2014

Mr. Curtis Yakimow, Administrative Services Director
Town of Yucca Valley
57090 Twentynine Palms Highway
Yucca Valley, CA 92284

RE: 2015-16 CDBG PROJECT PRIORITIZATION PUBLIC HEARING

Dear: Mr. Yakimow

Each year as part of our preparation of the Community Development Block Grant (CDBG) application, we ask those cities participating with the County in the CDBG program to prioritize projects. The County of San Bernardino's 2015-16 CDBG allocation is anticipated to be \$5.8 million. Once the actual allocation amount is known, you will be notified immediately. Your City's allocation amount is anticipated to be **\$113,531** based on Census 2013 poverty and overcrowded housing counts and population estimates.

This year, cities must complete their prioritization hearings and submit the Cooperating City Recommended Projects Form to our office by **March 9, 2015**. **After that date, we may be unable to include your City Council recommendations in the list of projects for Board of Supervisors consideration.** The 2015-16 Action Plan is scheduled to be presented at a public hearing before the County Board of Supervisors (BOS) on **April 21, 2015**.

CDBG Capital Improvement Projects/Public Service Programs

To assist your efforts, we have enclosed an Eligible/Ineligible Project Proposal List and a copy of each eligible project proposal requesting CDBG funding for your reference. We have also enclosed instructions and a form for preparing and returning your funding recommendations.

Grant Process and Funding Thresholds

For FY 2015-16 a methodology change was implemented to the allocation of funds to provide more flexibility to cities. There are no longer minimum project funding thresholds. However the 15% Public Service Cap still applies for cities that receive \$150,000 or more in CDBG allocation. 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.

BOARD OF SUPERVISORS

ROBERT A. LOVINGOOD
Vice Chairman, First District

JANICE RUTHERFORD
Second District

JAMES RAMOS
Chairman, Third District

CURT HAGMAN
Fourth District

JOSIE GONZALES
Fifth District

GWYNETH G. BIVENS-MORRIS
Chief Executive Officer

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 four (4) projects. The remaining cities have the following funding opportunities:

City	Total Allowable Projects	Maximum Number of Construction Projects	Estimated 15% Public Service Cap
Adelanto	9	2	\$37,669
Barstow	5	2	\$22,711
Colton	11	5	\$61,776
Highland	10	5	\$56,678
Montclair	9	2	\$36,938
Redlands	9	2	\$43,401
Yucaipa	7	2	\$36,077

Maintenance and Operation (M&O) Requirement

The County’s goal is to provide as much flexibility to the cities as possible and ensuring the Federal requirements. One of the more difficult long term requirements deals with the HUD Maintenance and Operations Requirements.

All CDBG funded construction and acquisition projects require an M&O commitment. The term of the M&O period varies depending upon the investment. To provide clarity the following summarizes the M&O provisions and County requirements:

City-Owned Projects and Facilities

City funded construction and acquisition activities for City owned facilities require an M&O commitment for the usable life of the improvements. If you are using CDBG funds to acquire, build or rehabilitate a publically owned facility, the M&O period is for the for the life of the facility. Per HUD’s regulations, the City’s M&O commitment could continue for a substantial time (i.e. 50+ years) based on the usable life. The types of construction projects that this requirement applies to includes parks, senior centers, community centers, fire stations, ADA and street improvement projects.

If the City is unable to meet the M&O commitment for the City-owned facility, the City would be required to repay the HUD CDBG Program administered by the County with non-federal funds. For City owned construction and acquisition activities, the M&O commitment is already included in the Delegate/Cooperation Agreements with the County.

Third Party Projects and Facilities

City funded construction and acquisition activities for third party owned facilities (i.e. nonprofit owned facilities) require the following minimum M&O commitment:

<u>Amount</u>	<u>Term</u>	<u>Parties</u>
\$25,000 or more	10 years	Third party and City
Less than \$25,000	5 years	Third party and City

These third party projects are higher risk investment due to the entities ability to meet the maintenance and operations covenants. HUD's expectation on non-compliance is the repayment in full (plus potentially appreciation on a building) to the Federal CDBG program administered by the County.

The County understands that many cities see the value and importance of funding third-party capital and/or acquisition projects. The County will provide the cities the flexibility to continue this practice however with one major change; the cities will need to provide a City General Fund guarantee to repay the HUD CDBG program if the M&O provisions are not met by the third-party.

Moving forward, should the City wish to fund a construction or acquisition project for a third party owned facility, the City must agree to enter into a City "General Fund Guarantee" to ensure that the City will repay the HUD CDBG program administered by the County should the project not satisfy the M&O requirements. If you would like projects considered for funding by the Board of Supervisors, please indicate that the City agrees to enter into a "General Fund Guarantee" on the attached Cooperating City Recommended Projects Form. Once approved by the Board of Supervisors a "General Fund Guarantee" will be included in the City's agreement between the City and the County in order for the project to move forward.

Although repayment of funds with non-federal funds should the M&O terms not be met is not a new requirement, the County is including the information herein in an effort to protect both the City and County General Funds.

Thank you for your past and continuing support in the CDBG program. I appreciate your assistance in returning your funding recommendations no later than **March 9, 2015**. Should you have any questions or need additional assistance, please feel free to call me at (909) 387-4351.

Sincerely,



BRYAN ANDERSON
Supervising Community Development and Housing Analyst

BA/RW
Enclosures

cc: Shane Stueckle, Deputy Town Manager
Gary Hallen, Community Development and Housing Assistant Director

Department of Community Development and Housing
2015-2016 CDBG Proposals

Eligible Proposals						
Log Number	Applicant	Project Description	Community & Request	Dist.	Comments	Elig: Yes/No
MULT15-001	Morongo Basin Unity Home, Inc. Paul R. Hoffman, Executive Director (760) 366-1247 P.O. Box 1662 Joshua Tree CA 92252	Provide shelter, food and other services to victims and their families of domestic violence.	Twentynine Palms \$10,000 Town of Yucca Valley \$18,000 Total \$28,000	M	Project eligible as a public service activity. Entity is requesting \$10,000 from 29 Palms and \$18,000 from the Town of Yucca Valley.	Yes
TOWN15-014	Town of Yucca Valley Sharon Cisneros, Finance Manager (760) 369-7207 Ext. 229 57090 29 Palms Hwy. Yucca Valley CA 92284	Paradise Park Renovation	Town of Yucca Valley \$181,300 Total \$181,300	3	Davis-Bacon Act may increase construction costs. Town is responsible for maintaining and operating park per Cooperation/Delegate Agency Agreement. The park will serve the surround area. The Town has multiple parks within the Town that serve the remaining Town areas residents	Yes
TOWN15-015	Town of Yucca Valley Sharon Cisneros, Finance Manager (760) 369-7207 Ext. 229 57090 29 Palms Hwy. Yucca Valley CA 92284	Paradise Valley Neighborhood Enhancement Program	Town of Yucca Valley \$35,000 Total \$35,000	3	Continuation of project 123-36117/3615. Town of Yucca Valley will provide enhanced code enforcement to include foreclosed and distressed properties and public nuisance abatement (State Highway Enhancement not eligible). Cumulative funding \$362,833; current balance, as of 12/18/14, \$69,995.	Yes
MULT15-018	Reach Out Morongo Basin Robin Schlosser, Executive Director (760) 361-1410 P.O. Box 2225 Twentynine Palms CA 92277	Provision of safe and reliable transportation to medical and social services appointment for low/moderate income senior and disabled persons.	Twentynine Palms \$15,000 Town of Yucca Valley \$15,000 Total \$15,000	M	Public service. Would require documentation of at least 51% low/mod income clients served. Reach Out Morongo Basin requested funding from: Twentynine Palms \$15,000, and Town of Yucca Valley \$15,000.	Yes

Department of Community Development and Housing
2015-2016 CDBG Proposals

Log Number	Applicant	Project Description	Community & Request	Dist.	Comments	Elig: Yes/No
TOWN15-042	San Bernardino County Library Leonard Hernandez, County Librarian (909) 387-2258 777 E. Rialto Avenue San Bernardino CA 92415-0770	Yucca Valley Branch Library literacy services	Town of Yucca Valley \$10,000 Total \$10,000	3	Public service. New services are limited to low income seniors and illiterate persons.	Yes
MULT15-067	Family Service Association dba FSA Tom Donahue, Program Administrator (951) 342-3057 Ext. 25 21250 Box Springs Rd. Suite 101 Moreno Valley CA 92557	FSA provides group meals to the senior population in San Bernardino County in 16 communities and delivers meals to homebound seniors throughout the county.	Colton \$10,000 Grand Terrace \$10,000 Loma Linda \$10,000 Redlands \$10,000 Twentynine Palms \$10,000 Yucaipa \$10,000 Town of Yucca Valley \$10,000 Total \$70,000	M	Public service. Would require documentation of at least 51% low/mod income seniors served. Subrecipient has requested funding from the following cities: Colton \$10,000; Grand Terrace \$10,000; Loma Linda \$10,000; Redlands \$10,000; Twentynine Palms \$10,000; Yucaipa \$10,000; and, Town of Yucca Valley \$10,000.	Yes
Eligible Proposals that Require City General Fund Guarantee						
TOWN15-070	The Center for Healthy Generations Sue Tsuda, President of the Board (760) 365-9661 P.O. Box 106 Yucca Valley CA 92286	Replacement of windows with double paned windows to reduce energy costs.	Town of Yucca Valley \$3,200 Total \$3,200	3	The Davis-Bacon Act may increase construction costs. Maintenance and Operation Agreement would be required for a minimum of five years. City would be required to provide a General Fund Guarantee that the project would be repaid if M&O could not meet since project is for construction improvements to a non-profit organization.	Yes

Yucca Valley

MULT15-001

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Log Number
(Office Use Only)

COUNTY OF SAN BERNARDINO
COMMUNITY DEVELOPMENT AND HOUSING

2015-2016 COMMUNITY DEVELOPMENT BLOCK GRANT (CDBG) PROGRAM

- PUBLIC SERVICE PROGRAM APPLICATION -

MULT15-001

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

Applicant Information	
Name of Applicant Organization:	Morongo Basin Unity Home, Inc
Mailing Address:	PO Box 1662
City:	Joshua Tree State: CA Zip: 92252
Contact Person:	Paul R. Hoffman
Title:	Executive Director
Phone:	(760) 366-1247 ext.
Fax:	(760) 366-2643
E-mail Address:	executive.director@unity-home.com

Project Description
<p>In 25 words or less, provide a concise description of the proposed program. This 25-word description is required 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.</p> <p>Morongo Basin Unity Home Domestic Violence Shelter fed and provided 5,803 bed nights, providing services Morongo Basin, and 24.2 % of those clients are from Yucca Valley; and 17.2% are from 29 Palms. The remaining 80% are from San Bernardino County.</p>

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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:
61607 29 Palms Hwy, Suite F ,Joshua Tree, CA 92252

2. Legal property owner: Monterey Business Center

3. What is the current zoning?
Is this use permitted in this zoning? Yes No
If no, explain why:

4. Is a conditional use permit required? Yes No (If yes, attach a copy of the permit.)

5. This community service would address the following community need(s): (Please check all that apply)

<p><u>Public Service Needs:</u></p> <input checked="" type="checkbox"/> Senior Services <input checked="" type="checkbox"/> Handicapped Services <input checked="" type="checkbox"/> Youth Services <input checked="" type="checkbox"/> Child Care Services <input checked="" type="checkbox"/> Transportation Services <input checked="" type="checkbox"/> Substance Abuse Services <input checked="" type="checkbox"/> Employment Training <input type="checkbox"/> Health Services <input type="checkbox"/> Lead Hazard Screening <input type="checkbox"/> Crime Awareness	<p><u>Planning Needs:</u></p> <input type="checkbox"/> Planning
--	---

Other: (Please describe): Domestic Violence Services

6. Describe the geographic boundaries of the neighborhood, community or area in which clients of the proposed program reside (attach a map if needed):
Morongo Basin

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 checked="" type="checkbox"/> Battered spouses
<input checked="" type="checkbox"/> Abused children	<input checked="" type="checkbox"/> Homeless persons
<input checked="" type="checkbox"/> Handicapped persons	<input type="checkbox"/> Migrant farm workers
<input checked="" 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): 155 (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): 26,945 (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	\$10,000	\$647,008
Equipment (Rental, Lease or Purchase)	\$0	\$0
Consultant Services (Auditing, Accounting or Payroll Services)	\$0	\$38,500
Space Rent	\$0	\$32,544
Insurance	\$0	\$17,000
Consumable Supplies	\$0	\$96,154
Other	\$18,000	\$73,557
Total Costs	\$ 28,000	\$ 904,763
Grand Total (CDBG & Other)	\$932,763	
Estimator (name and title): Paul R. Hoffman, Executive 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) <input checked="" type="checkbox"/> Federal (Type of Funding): CALOES-VOCA <input type="checkbox"/> State (Type of Funding): _____ <input type="checkbox"/> County (Type of Funding): _____ <input type="checkbox"/> Other (Type of Funding): _____ Award Date <u>7/1/2014</u> Date Available <u>7/1/2014</u>	\$184,800
	Source(s) <input type="checkbox"/> Federal (Type of Funding): _____ <input checked="" type="checkbox"/> State (Type of Funding): <u>DVPO</u> <input type="checkbox"/> County (Type of Funding): _____ <input type="checkbox"/> Other (Type of Funding): _____ Award Date <u>7/1/2014</u> Date Available <u>7/1/2014</u>	\$200,019
	Source(s) <input type="checkbox"/> Federal (Type of Funding): _____ <input type="checkbox"/> State (Type of Funding): _____ <input checked="" type="checkbox"/> County (Type of Funding): <u>CALWORKS/PRESLEY</u> <input type="checkbox"/> Other (Type of Funding): _____ Award Date <u>7/1/2014</u> Date Available <u>7/1/2014</u>	\$221,810
	Source(s) <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): <u>Fundraising, Blue Shield, Public Support</u> Award Date <u>/ /</u> Date Available <u>/ / 2014-2015</u>	\$298,214
	Total of Other Sources (Should equal "Total costs, Other Sources" in section D above)	\$904,843

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	\$
Barstow	\$	Needles	\$
Big Bear Lake	\$	Redlands	\$
Colton	\$	Twentynine Palms	\$10,000
Grand Terrace	\$	Yucaipa	\$
Highland	\$	Town of Yucca Valley	\$18,000
Loma Linda	\$		
Sub-total of Funds Benefiting Cooperating Cities:			\$28,000

- 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	\$28,000
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G. Organizational Information

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

- a. Date organization founded: 12/9/1982
- b. Date organization incorporated as a non-profit organization: 12/17/1986
- c. Federal Identification Number: 33-0126790 State Identification Number: D154-5669
- d. Number of paid staff: 16 Number of volunteers: 10
- e. DUNS Number: 836054841

- 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.

1. General funding for Domestic Violence programs for Twentynine Palms.
2. Improvement to Transition Housing Units for Unity Home at the following locations:

Repair/replace Sliding Glass doors in 10 units.

Repair /Replace locking devices for garage doors in 10 units.

Addresses:

6405 A Avalon, Yucca Valley, CA

6405 B Avalon, Yucca Valley, CA

6411 A Avalon, Yucca Valley, CA

6411 B Avalon, Yucca Valley, CA

6403 A Goleta, Yucca Valley, CA

6403 B Goleta, Yucca Valley, CA

6413 A Goleta, Yucca Valley, CA

6413 B Goleta, Yucca Valley, CA

6414 A Hermosa, Yucca Valley, CA

6414 B Hermosa, Yucca Valley, CA

Repair/Replacement is required to provide the minimum safety and security to the units occupied by victims of domestic violence - units are currently in disrepair and/or without locking devices.

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:

- 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

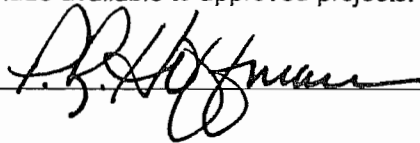
TIME OF PERFORMANCE: July 1, 2015 through June 30, 2016

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>7/10/2015</u>	\$ <u>2,333</u>
Reimbursement Claim:	Date:	<u>8/10/2015</u>	\$ <u>2,333</u>
Reimbursement Claim:	Date:	<u>9/10/2015</u>	\$ <u>2,333</u>
Reimbursement Claim:	Date:	<u>10/10/2015</u>	\$ <u>2,333</u>
Reimbursement Claim:	Date:	<u>11/10/2015</u>	\$ <u>2,333</u>
Reimbursement Claim:	Date:	<u>12/10/2015</u>	\$ <u>2,333</u>
Reimbursement Claim:	Date:	<u>1/10/2016</u>	\$ <u>2,333</u>
Reimbursement Claim:	Date:	<u>2/10/2016</u>	\$ <u>2,333</u>
Reimbursement Claim:	Date:	<u>3/10/2016</u>	\$ <u>2,333</u>
Reimbursement Claim:	Date:	<u>4/10/2016</u>	\$ <u>2,333</u>
Reimbursement Claim:	Date:	<u>5/10/2016</u>	\$ <u>2,333</u>
Reimbursement Claim:	Date:	<u>6/10/2016</u>	\$ <u>2,337</u>
Reimbursement Claim:	Date:	<u> </u>	\$ <u> </u>

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: Executive Director

Print Name: Paul R. Hoffman

Date: 11/10/2014

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: www.sbcountyadvantage.com/community-development-information.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.

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TOWN 15-014

Log Number
(Office Use Only)

COUNTY OF SAN BERNARDINO
COMMUNITY DEVELOPMENT AND HOUSING

2015-2016 COMMUNITY DEVELOPMENT BLOCK GRANT (CDBG) PROGRAM

TOWN 15-014 - 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: Town of Yucca Valley	
2	Mailing Address: 57090 29 Palms Highway	
	City: Yucca Valley	State: CA Zip: 92256
3	Contact Person: Sharon Cisneros	
4	Title: Finance Manager	
5	Phone: (760) 369-7207 ext.229	Fax: (760) 369-0626
6	E-mail Address: scisneros@yucca-valley.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.

Phase Two of the renovation of Paradise Park to address safety issues and provide more usable space for families in this high-need area.

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: 58938 Barron Drive, Yucca Valley Cross Street: Indio Ave
2	Legal property owner: Town of Yucca Valley
3	What is the current zoning? public park 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: Square footage of proposed building or building addition: Square footage of construction site parcel: Length of improvements if street, water or sewer project: Service capacity of existing facility: Improved service capacity of the facility: Age of structure: 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 type="checkbox"/> (Please describe) 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 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 primary users of this park facility are the residents of Paradise Valley neighborhood, a lower income area in eastern Yucca Valley, although it will also serve those living in the incorporated and unincorporated areas adjacent to Paradise Valley.

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	\$30,000	\$
Site acquisition	\$	\$
Local Review application	\$	\$
Construction	\$146,300	\$168,700
Other	\$5,000	\$
Total Costs	\$181,300	\$168,700
Grand Total (CDBG & Other)	\$350,000	
Estimator (name and title): Alex Quishta, Engineer		

E. Amount of CDBG Funds Requested		
1	Amount of CDBG funds requested in this application (must equal Section D CDBG Share)	\$181,300
2	Additional funds to be provided by Other Source(s) for this project. The date that the Other Source(s) of funds have been or will be awarded and available, must be stated below:	
	Source(s) <input type="checkbox"/> Federal (Type of Funding): _____ <input checked="" type="checkbox"/> State (Type of Funding): Grant <input type="checkbox"/> County (Type of Funding): _____ <input type="checkbox"/> Other (Type of Funding) _____ Award Date / / Date Available / /	\$168,700
	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)	\$168,700

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.*

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	\$
Barstow	\$	Needles	\$
Big Bear Lake	\$	Redlands	\$
Colton	\$	Twentynine Palms	\$
Grand Terrace	\$	Yucaipa	\$
Highland	\$	Town of Yucca Valley	\$181,300
Loma Linda	\$		
Sub-total of Funds Benefiting Cooperating Cities:			\$181,300

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

Total Funds Requested	\$181,300
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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.

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:	Paradise Valley Park Improvements
Legal/Incorporated Name of Prospective M&O Entity:	Town of Yucca Valley
Address:	57090 29 Palms Hwy, Yucca Valley, CA 92284
Federal I.D. Number of M&O Entity:	33-0490145

Signature:  Title: Town Manager

Print Name: Curtis Yakimow Date: 11/28/2014

2015-16 CONSTRUCTION IMPROVEMENTS PROJECT APPLICATION

ESTIMATED ANNUAL MAINTENANCE AND OPERATION BUDGET

M&O Annual Expenses

Estimated Dollar Value

Utilities

Electric	\$ 1,000
Water	\$ 5,000
Gas	\$ _____
Telephone	\$ _____
Disposal Service	\$ 500
Other ()	\$ _____
Sub-total	\$ 6,500

Materials

Janitorial Supplies	\$ 1,000
Office Supplies	\$ _____
Recreational Supplies	\$ 5,000
Ground Supplies	\$ _____
Other ()	\$ _____
Sub-total	\$ 6,000

Maintenance—Capital Improvements

Building Repair	\$ _____
Maintenance of Equipment	\$ _____
Improvements to Property	\$ _____
Other ()	\$ _____
Sub-total	\$ 0

Insurance

Liability	\$ _____
Fire	\$ _____
Other ()	\$ _____
Sub-total	\$ 0

***Personnel**

	# Of People	Man-Hours
Maintenance	1	500
Secretary		
Administrator		
Program Staff		
Other		

Maintenance	\$ 17,500
Secretary	\$ _____
Administrator	\$ _____
Program Staff	\$ _____
Other	\$ _____
Sub-total	\$ 17,500

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

M&O Annual Expense Total \$ 30,000

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

Agency General Fund	\$ 30,000
	\$ _____
	\$ _____
Budgeted Revenue Total	\$ 30,000

Assets/Liabilities Budgeted Revenue minus M&O Expense \$ 0

2015-16 CONSTRUCTION IMPROVEMENTS PROJECT APPLICATION

H Organizational Information

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:	

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 small park in Paradise Valley consists of an outdoor half-court basketball slab, a recently replaced playground, a covered picnic pavilion, paved parking lot, restroom building, and a 2-acre dirt field. A converted house serves as a Neighborhood Center to provide law enforcement and staff access to provide special programming and events. The park is located in the heart of Paradise Valley, the most economically disadvantaged neighborhood in Yucca Valley.

The proposed project will reconfigure the open field area and install natural turf so that practice fields for soccer and football can be accommodated. A perimeter walking path and additional picnic facilities and landscaping will represent significant upgrades to the park and improve play opportunities for youth and families.

Although commitments have not been finalized at this time, the Town of Yucca Valley has conversed with corporate donors (Home Depot) about pooling resources to accomplish the park improvements. The corporate donors remain interested in this project, primarily as a volunteer resource.

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 new improvements to Paradise Park will provide a infrastructure that compliments the natural resources and environment surrounding it. It will provide enhancement to a neighborhood to assist in making their homes part of a community with the best life has to offer.

- 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: 1/1/2015 Completion Date: 6/30/2015

BID PACKAGE: Submission to CDH for Approval Date: 6/30/2015

CONTRACTOR SELECTION: Date: 7/1/2015

CONSTRUCTION DATES: Start Date: 9/1/2015 Est. Completion Date: 12/31/2015

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

Beginning Allocation:	\$	<u>181,300</u>	
Reimbursement Claim:	Date:	<u>4/30/16</u>	\$ <u>181,300</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:	_____	\$ _____
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:** Town Manager

Print Name: Curtis Yakimow **Date:** 11/28/2014

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 of 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 DEC -2 PM 1:44

COUNTY OF SAN BERNARDINO
COMMUNITY DEVELOPMENT AND HOUSING

2015-2016 COMMUNITY DEVELOPMENT BLOCK GRANT (CDBG) PROGRAM

TOWN 15-015 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: Town of Yucca Valley
2	Mailing Address: 57090 29 Palms Hwy City: Yucca Valley State: CA Zip: 92284
3	Contact Person: Sharon Cisneros
4	Title: Finance Manager
5	Phone: (760) 369-7207 ext.229 Fax: (760) 369-0626
6	E-mail Address: scisneros@yucca-valley.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.
This is a supplemental SR 62 / SR 247, Paradise Valley neighborhood enhancement program designed to address property maintenance and blight elimination along the Town's commercial corridor and in targeted eligible residential areas.

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: Commercial corridor along SR 62 and in the Paradise Valley neighborhood bordered by Baron/Indio
2	Legal property owner: Town of Yucca Valley
3	What is the current zoning? Commerical/Residential 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: N/A Square footage of proposed building or building addition: N/A Square footage of construction site parcel: N/A Length of improvements if street, water or sewer project: N/A Service capacity of existing facility: N/A Improved service capacity of the facility: N/A Age of structure: N/A 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 type="checkbox"/> Fire Station Improvements <input type="checkbox"/> Social Care Facility Improvements <input type="checkbox"/> Code Enforcement Needs: Code Enforcement <input checked="" type="checkbox"/> Demolition and Clearance <input checked="" type="checkbox"/> Blight Abatement <input checked="" type="checkbox"/> Other <input type="checkbox"/> (Please describe) 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 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): Eligible segments of the Town of Yucca Valley's commercial corridor along SR 62 and the Paradise Valley area of the Town bordered generally by Baron Drive and Indio Drive

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	\$	\$
Site acquisition	\$	\$
Local Review application	\$	\$
Construction	\$	\$
Other	\$35,000	\$101,000
Total Costs	\$35,000	\$101,000
Grand Total (CDBG & Other)	\$136,000	
Estimator (name and title): Sharon Cisneros, Finance Manager		

E. Amount of CDBG Funds Requested	
1	Amount of CDBG funds requested in this application (must equal Section D CDBG Share) \$35,000
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) Town of Yucca Valley	
<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 / /	Date Available 07/01/2015 \$101,000
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)	
\$101000	

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.*

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	\$
Barstow	\$	Needles	\$
Big Bear Lake	\$	Redlands	\$
Colton	\$	Twentynine Palms	\$
Grand Terrace	\$	Yucaipa	\$
Highland	\$	Town of Yucca Valley	\$35,000
Loma Linda	\$		
Sub-total of Funds Benefiting Cooperating Cities:			\$35,000

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

Total Funds Requested	\$35,000
------------------------------	----------

G. Maintenance and Operation

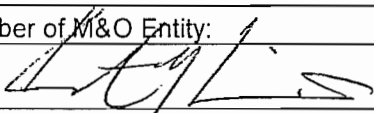
All capital improvements or facilities will require a Maintenance and Operation (M & O) contract between the County and an M & O Entity. The MAINTENANCE AND OPERATION COMMITMENT must be signed by a representative of the M & O entity with authority to obligate the organization.

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:	Code Enforcement Yucca Valley
Legal/Incorporated Name of Prospective M&O Entity:	Town of Yucca Valley
Address:	57090 Twentynine Palms Highway Yucca Valley, CA
Federal I.D. Number of M&O Entity:	33-0490145

Signature:  Title: Town Manager

Print Name: Curtis Yakimow Date: 11/26/2014

2015-16 CONSTRUCTION IMPROVEMENTS PROJECT APPLICATION

ESTIMATED ANNUAL MAINTENANCE AND OPERATION BUDGET

M&O Annual Expenses

Estimated Dollar Value

Utilities

Electric	\$	_____
Water	\$	_____
Gas	\$	_____
Telephone	\$	_____
Disposal Service	\$	_____
Other ()	\$	_____
Sub-total	\$	0

Materials

Janitorial Supplies	\$	_____
Office Supplies	\$	_____
Recreational Supplies	\$	_____
Ground Supplies	\$	_____
Other ()	\$	_____
Sub-total	\$	0

Maintenance—Capital Improvements

Building Repair	\$	_____
Maintenance of Equipment	\$	_____
Improvements to Property	\$	_____
Other ()	\$	_____
Sub-total	\$	0

Insurance

Liability	\$	_____
Fire	\$	_____
Other ()	\$	_____
Sub-total	\$	0

***Personnel**

	# Of People	Man-Hours
Maintenance		
Secretary	1	540
Administrator		
Program Staff	1	2,080
Other		

	\$	_____
	\$	45,000
	\$	_____
	\$	91,000
	\$	_____
Sub-total	\$	136,000

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

M&O Annual Expense Total \$ 136,000

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** \$ -136,000

2015-16 CONSTRUCTION IMPROVEMENTS PROJECT APPLICATION

H Organizational Information

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:	

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.

Pro-Active State Highways Enhancement and Enforcement Project:

In conjunction with the Town of Yucca Valley's neighborhood revitalization efforts, this element proposes pro-active (non-complaint based) code compliance sweeps, inspections, abatement notices, emergency and non-emergency abatements, and the administration and implementation of abatement processes. Enhancement and enforcement efforts will be focused on junk, trash, debris, weeds, inoperable vehicles, dilapidated and non-maintained structures, non-permitted construction, and on property maintenance deficiencies. The efforts of this element will be conducted along both sides of State Route 62 and State Route 247, all within Low and Moderate Income target areas as identified by the most recent map provided by San Bernardino County.

Foreclosed and Distressed Property Property Maintenance and Management Project:

In conjunction with the Town of Yucca Valley's neighborhood revitalization efforts, this element proposes pro-active (non-complaint based) code compliance sweeps, inspections, abatement notices, emergency and non-emergency abatements, and the administration and implementation of abatement processes. The efforts will focus on both occupied and unoccupied structures which have entered or are about to enter the foreclosure process, and those structures that have similar characteristics to foreclosed properties (broken or missing doors and windows, junk, trash, debris, and/or other physical damage).

Pro-Active Code Compliance Nuisance Abatement:

This element of the project implements standard Code Compliance efforts in the abatement of junk, graffiti, trash, debris, inoperable and abandoned vehicles, overgrown and dead vegetation, fire hazards, and substandard living conditions in residential housing units. It also provides for the implementation of a rental unit inspection program to ensure compliance with minimum health and safety standards. This element will be implemented Town-wide within the eligible areas as determined by the most recent map provided by San Bernardino County.

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.

Enhancing Code Enforcement activities in the lower income neighborhoods will enhance the neighborhoods and make it attractive to anyone seeking a sense of community and the best life has to offer.

- 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: 7/1/2015 Completion Date: 6/30/2016

BID PACKAGE: Submission to CDH for Approval Date: _____

CONTRACTOR SELECTION: Date: _____

CONSTRUCTION DATES: Start Date: _____ Est. Completion Date: _____

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

Beginning Allocation: \$ 35,000

Reimbursement Claim: Date: 10/31/14 \$ 24,000

Reimbursement Claim: Date: 1/31/15 \$ 11,000

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: _____ \$ _____

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:** Town Manager

Print Name: Curtis Yakimow **Date:** 11/28/2014

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 of 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.

RECEIVED
SAN BERNARDINO CO EDA

2014 DEC -3 AM 10:20

MULT 15-018
Log Number
(Office Use Only)

COUNTY OF SAN BERNARDINO
COMMUNITY DEVELOPMENT AND HOUSING

2015-2016 COMMUNITY DEVELOPMENT BLOCK GRANT (CDBG) PROGRAM

MULT 15-018 - 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: Reach Out Morongo Basin
2	Mailing Address: PO Box 2225 City: Twentynine Palms State: CA Zip: 92277
3	Contact Person: Robin Schlosser
4	Title: Executive Director
5	Phone: (760) 361-1410 ext. Fax: (760) 361-5206
6	E-mail Address: Director@reachout29.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.
To provide safe and reliable transportation to medical and social services appointments for low and moderate income senior and disabled persons.

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: 6539 Adobe Rd. Twentynine Palms, CA 92277 xst Hwy 62 Twentynine Palms Senior Center 57088 29 Palms Hwy, Yucca Valley, Ca 92284 xst Dumosa Yucca Valley Senior Center
2	Legal property owner: City of Twentynine Palms and Town of Yucca Valley
3	What is the current zoning? Commercial 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><u>Public Service Needs:</u></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 checked="" 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><u>Planning Needs:</u></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): The Morongo Basin including the City of Twentynine Palms, Town of Yucca Valley, Joshua Tree, Landers, Wonder Valley, Flamingo Heights, Desert Heights, Yucca Mesa, Morongo Valley and other unincorporated areas of the Morongo Basin.
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 checked="" type="checkbox"/> Handicapped persons <input checked="" type="checkbox"/> Illiterate persons </div> <div style="width: 45%;"> <input type="checkbox"/> Battered spouses <input checked="" type="checkbox"/> Homeless persons <input type="checkbox"/> Migrant farm workers <input checked="" 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): 650 (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): 1450 (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	\$15,000	\$22,146
Equipment (Rental, Lease or Purchase)	\$	\$
Consultant Services (Auditing, Accounting or Payroll Services)	\$	\$
Space Rent	\$	\$
Insurance	\$8,500	\$6,500
Consumable Supplies	\$6,500	\$8,000
Other	\$	\$
Total Costs	\$ 30000	\$ 36646
Grand Total (CDBG & Other)	\$66646	
Estimator (name and title): Robin Schlosser - Executive Director		

E. Amount of CDBG Funds Requested		
1.	Amount of CDBG funds requested in this application (must equal Section D CDBG Share)	\$30,000
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) Morongo Basin Transit Authority <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): Private Award Date 10/01/2014 Date Available 10/08/2014	\$11,146
	Source(s) City of Twentynine Palms <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): Community Partnership Funding Award Date 07/01/2014 Date Available 07/01/2014	\$15,000
	Source(s) Town of Yucca Valley <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): Community Partnership Funding Award Date 07/01/2014 Date Available 07/01/2014	\$7,500
	Source(s) Diocese of San Bernardino <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): Faith Based Award Date 10/01/2014 Date Available 10/01/2014	\$3,000
	Total of Other Sources (Should equal "Total costs, Other Sources" in section D above)	\$36646

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	\$
Barstow	\$	Needles	\$
Big Bear Lake	\$	Redlands	\$
Colton	\$	Twentynine Palms	\$15,000
Grand Terrace	\$	Yucaipa	\$
Highland	\$	Town of Yucca Valley	\$15,000
Loma Linda	\$		
Sub-total of Funds Benefiting Cooperating Cities:			\$30,000

- 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	\$30,000
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G. Organizational Information

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

- a. Date organization founded: 06/01/1998
- b. Date organization incorporated as a non-profit organization: 03/26/2000
- c. Federal Identification Number: 91-1934417 State Identification Number: 448-6072
- d. Number of paid staff: 4 Number of volunteers: 280
- e. DUNS Number: 054663369

- 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.

Established in 1998, Reach Out Morongo Basin (formerly Reach Out 29) was formed in the City of Twentynine Palms as and Interfaith Caregiving Program designed to network with existing social services agencies to provide additional support, assistance, education and referral services to those with needs in the Morongo Basin. In 2006, Reach Out expanded its operations to include an office in the Town of Yucca Valley Senior Center to accommodate the unmet needs of senior and disabled neighbors throughout the Morongo Basin.

As a volunteer caregiving program Reach Out recruits, trains and supervises volunteers to assist senior and disabled neighbors in their homes with tasks such as light housekeeping and personal business assistance, minor home repair and yard work, friendly visiting and reassuring phone calls and shopping assistance. Reach Out Morongo Basin also provides non emergency medical transportation to doctors and social services appointments within the Morongo Basin and to the San Bernardino and Coachella Valley areas. In 2013, Reach Out's staff supervised 235 volunteers who performed 12,650 hours of volunteer service to 920 unduplicated senior and disabled neighbors throughout the Morongo Basin. This was an increase of over 30% in the number of clients served from FY2012. In addition, staff and volunteers drove 46,085 miles in our organizational vehicles to help our neighbors access adequate healthcare to improve their quality of life.

The target populations of our transportation program are low income individuals, seniors and disabled persons, many of whom live in isolation physically and emotionally with little to no family support. According to the 2010 Census approximately eighteen percent (18%) of seniors age 65 and over living in poverty in the Morongo Basin. Ninety percent (90%) of our clients we serve are living below the 2014 HUD poverty guidelines. With all services provided at no cost to our clients the need for our services are increasing. Our current offices in the Twentynine Palms Senior Center and the Yucca Valley Senior Center provide Reach Out the unique ability to respond quickly to the unmet needs of our target population over a large geographical area. As the only program of its kind in the Morongo Basin, Reach Out services an area of over 540 square miles encompassing the communities of Wonder Valley, Twentynine Palms, Desert Heights, Joshua Tree, Yucca Mesa, Flamingo Heights, Pioneertown, Landers, Homestead Valley, parts of Johnson Valley, Yucca Valley and Morongo Valley (see attached map). Almost ninety percent (90%) of our service area is unincorporated and on unmaintained dirt roads with extremely limited or no public transportation services available to residents.

Reach Out Morongo Basin collaborates with a coalition of local agencies such as the Department of Aging and Adult Services, San Bernardino County Adult Protective Services, The Center for Healthy Generations, Senior Information and Assistance Program, Visiting Nurse Association of the Inland Counties, Hospice of Morongo Basin, Hi Desert Medical Center, Desert Oasis Healthcare, the 29 Palms Ministerial Association as well as local city and town governments to identify clients with unmet needs. As the services provided by Reach Out are unique in our community, there are no duplication of services between agencies as Reach Out fills in the gaps left in many other social service programs. It is through this collaborative effort that Reach Out is able to monitor trends and emerging needs in our communities.

The most critical demand in the Morongo Basin for low income, senior and disabled persons is transportation to medical appointments and help getting groceries and picking up vital prescription medications. Many of our clients are without transportation and if able to utilize public transportation, the limited scheduling available in outlying areas does not allow for enough flexibility to meet the demand. In addition, many of our clients are facing serious health issues and with limited access to specialists and county services within our region Reach Out provides transportation to Loma Linda Medical Center, Loma Linda Veterans Hospital, Arrowhead Regional Medical Center and other specialists in the San Bernardino area as well as to Desert Regional Medical Center and Eisenhower Medical Center and specialists in the Coachella Valley area on a weekly basis. Reach

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

Out provides transportation on a daily basis within our communities as well as weekly transportation for visually impaired clients to access services at the Braille Institute in Rancho Mirage. All services provided by Reach Out are at no cost to the senior and disabled clients we serve.

With a large proportion of our clients living in rural conditions, often on unmaintained dirt roads, the need for safe and reliable transportation to doctor's and specialists as well as supportive services is critical to the wellbeing and quality of life of our clients. With transportation to doctors offices, hospitals and social service providers, pharmacies and mental therapy appointments, optometrists and ophthalmologists and dental service providers, Reach Out aids clients to overcome this major obstacle to maintaining their health and welfare. Without our services, many clients would have to delay or simply forego these healthcare appointments due to transportation issues.

Reach Out operates three vans, two out of our Twentynine Palms office and one out of our Yucca Valley office for all transportation of clients. Transportation is provided Monday thru Friday out of the 29 Palms and Yucca Valley offices to locations within the Morongo Basin. Weekly trips for visually impaired clients to the Braille Institute in Rancho Mirage for classes and life enrichment activities and trips to the Coachella Valley and San Bernardino area medical providers are provided to clients throughout the Morongo Basin. Our vehicles are handicap accessible and designed for easy access.

Reach Out has been operating in this capacity since 2002 and has the structure in place to provide these services and administer the proposed project. The requested CDBG funds would provide for a portion of the salaries for our staff driver and schedulers as well as administrative costs, and a portion of the costs for fuel, maintenance and insurance.

In the last several years Reach Out had seen an increase of 10-15% in the requests for transportation annually. With the enactment of the Affordable Care Act and the Medicaid Expansion in California our requests have jumped approximately 30% in 2014. With the funding requested Reach Out Morongo Basin would be able to accommodate this increased need thus allowing our most vulnerable community members the ability to access adequate healthcare.

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 project proposed by Reach Out Morongo Basin contributes to the Countywide Vision by providing no cost services to low income, senior and disabled residents of the Morongo Basin. The services provided allow our vulnerable and underserved community members access to health and social services that would otherwise be out of their reach due to lack of transportation. Working with a large group of county and local governments agencies as well as other non profits allows Reach Out to identify clients in need of services and meet the individual and specific needs of the client through a large geographical area.

- 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:	\$	_____	
Reimbursement Claim:	Date: <u>8/1/15</u>		\$ <u>2,500</u>
Reimbursement Claim:	Date: <u>9/1/15</u>		\$ <u>2,500</u>
Reimbursement Claim:	Date: <u>10/1/15</u>		\$ <u>2,500</u>
Reimbursement Claim:	Date: <u>11/1/15</u>		\$ <u>2,500</u>
Reimbursement Claim:	Date: <u>12/1/15</u>		\$ <u>2,500</u>
Reimbursement Claim:	Date: <u>1/1/16</u>		\$ <u>2,500</u>
Reimbursement Claim:	Date: <u>2/1/16</u>		\$ <u>2,500</u>
Reimbursement Claim:	Date: <u>3/1/16</u>		\$ <u>2,500</u>
Reimbursement Claim:	Date: <u>4/1/16</u>		\$ <u>2,500</u>
Reimbursement Claim:	Date: <u>5/1/16</u>		\$ <u>2,500</u>
Reimbursement Claim:	Date: <u>6/1/16</u>		\$ <u>5,000</u>
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: Robin R Schlosser Title: Executive Director

Print Name: Robin R. Schlosser Date: 12/1/14

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: www.sbcountyadvantage.com/community-development-information.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.

2014 DEC -4 PM 1:00

TOWN 15-042

Log Number
(Office Use Only)

COUNTY OF SAN BERNARDINO
COMMUNITY DEVELOPMENT AND HOUSING

2015-2016 COMMUNITY DEVELOPMENT BLOCK GRANT (CDBG) PROGRAM

TOWN 15-042 - 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: San Bernardino County Library
2	Mailing Address: San Bernardino County Library 777 East Rialto Avenue City: San Bernardino State: CA Zip: 92415-0770
3	Contact Person: Leonard Hernandez
4	Title: County Librarian
5	Phone: (909) 387-2258 ext. Fax: (909) 387-2288
6	E-mail Address: leonard.hernandez@lib.sbcounty.gov

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 San Bernardino County Library, Yucca Valley Branch will provide targeted Literacy services to low income seniors and illiterate adults and senior residents.	

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: Yucca Valley Branch Library: 57098 Twentynine Palms Highway, Yucca Valley, CA 92315 Cross Street: Dumosa
2	Legal property owner: Town of Yucca Valley
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><u>Public Service Needs:</u></p> <input checked="" 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 type="checkbox"/> Crime Awareness </div> <div style="width: 45%;"> <p><u>Planning Needs:</u></p> <input type="checkbox"/> Planning </div> </div> <p><input checked="" type="checkbox"/> Other: (Please describe): Literacy education for illiterare adults</p>
6	Describe the geographic boundaries of the neighborhood, community or area in which clients of the proposed program reside (attach a map if needed): Yucca Valley
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 checked="" 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 checked="" 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): 24 (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): 240 (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	\$10,000	\$27,500
Equipment (Rental, Lease or Purchase)	\$	\$
Consultant Services (Auditing, Accounting or Payroll Services)	\$	\$
Space Rent	\$	\$
Insurance	\$	\$
Consumable Supplies	\$	\$
Other	\$	\$
Total Costs	\$ 10000	\$ 27500
Grand Total (CDBG & Other)	\$37500	
Estimator (name and title): Liz Smith, Librarian II		

E. Amount of CDBG Funds Requested		
1.	Amount of CDBG funds requested in this application (must equal Section D CDBG Share)	\$10,000
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) <input type="checkbox"/> Federal (Type of Funding): _____ <input checked="" type="checkbox"/> State (Type of Funding): California State Library Literacy Services (CLLS) <input type="checkbox"/> County (Type of Funding): _____ <input type="checkbox"/> Other (Type of Funding): _____ Award Date / / Date Available 8/1/2015	\$5,000
	Source(s) <input type="checkbox"/> Federal (Type of Funding): ____ <input type="checkbox"/> State (Type of Funding): ____ <input checked="" type="checkbox"/> County (Type of Funding): ____ <input type="checkbox"/> Other (Type of Funding): ____ Award Date / / Date Available 7/1/2015	\$22,500
	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)	\$27500

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	\$
Barstow	\$	Needles	\$
Big Bear Lake	\$	Redlands	\$
Colton	\$	Twentynine Palms	\$
Grand Terrace	\$	Yucaipa	\$
Highland	\$	Town of Yucca Valley	\$10,000
Loma Linda	\$		
Sub-total of Funds Benefiting Cooperating Cities:			\$10,000

- 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	\$10,000
------------------------------	-----------------

G. Organizational Information

- 1) **Organizational History:** (This is applicable only if you are a non-profit organization).
- a. Date organization founded: 7/14/1913
 - b. Date organization incorporated as a non-profit organization: / /
 - c. Federal Identification Number: 95 600 2748 State Identification Number: 800 9596 1
 - d. Number of paid staff: 2 Number of volunteers:
 - e. DUNS Number: 179263582

- 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 San Bernardino County Library (SBCL), Yucca Valley Branch Adult Literacy Services Program will provide programming and instruction for low-to-moderate income illiterate adults and senior residents of Yucca Valley. Individualized tutoring and one-on-one Literacy instruction (reading, spelling, and basic computer skills) will be provided to a minimum of 24 qualifying adult participants during Fiscal Year 2015-16. Library Adult Literacy Services are provided free of charge to all learners participating in the program. Direct services and assistance are provided by Library staff as well as a team of trained Literacy Tutors.

Adult Literacy services include an on-site Library Assistant assigned to Literacy duties available for learner intake and assessment, to provide orientation and training to tutors, to assist participants with required Beneficiary Qualification Statements and CDBG documentation, to maintain program statistics/recordkeeping and report to state and local government agencies.

As mandated by the California State Library Literacy Services (CLLS), individual adult learners are required to establish one or more personal Literacy goals via the Roles & Goals Intake Form. Participant successes and achievements will be measured through standardized ABE testing, Monthly Tutor Progress Reports, tracking of individual learner Roles & Goals, periodic reassessment and through recognizable accomplishments such as: reading a book to a child for the first time, learning to send email, obtaining a driver license, passing all or part of the GED, completing an online job application, registering to vote, etc. 75% of total Yucca Valley Adult Literacy Program are anticipated to achieve one or more of their personal goals set during program year 2015-16.

Dedicated tutoring space and special Adult Literacy Program materials (leveled student readers, workbooks, dictionaries, GED Test Prep packets) are provided to participating learners at no charge. Learners are strongly encouraged to attend free Basic Computer Skills Classes taught in the library. Those with young children are encouraged to attend Early Learning and Preschool Storytime Activities to foster a love of reading and ensure school-age readiness.

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

According to the most recent U.S. National Assessment of Adult Literacy, one in seven adults have difficulty reading anything more challenging than a child's picture book. It is estimated that at least 3.4 million Californians fall at the "Below Basic" Literacy Level. Within the County of San Bernardino alone it is estimated that at least 500,000 adults cannot read at all.

The Yucca Valley Branch Library provided direct Literacy service and instruction to 48 low-moderate income adult learners during Fiscal Year 2013-14 with 57 total personal goals met.

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.

In helping illiterate adults learn to read and write we are assisting them not only in their personal pride to accomplish these hurdles, but often times also in applying for jobs, helping them be a more responsible citizen by being able to vote and much more, thus enabling them to be more socially prepared to actively participate in all the County has to offer.

Additionally the Adult Literacy program supports the County's Cradle to Career roadmap to achieve the Countywide vision. When we teach illiterate adults to read, we are not only helping them but are also helping their children, as parents who read are able to support the literacy support a child needs to succeed.

- 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 Businesslike 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

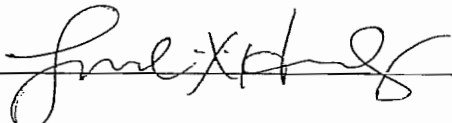
TIME OF PERFORMANCE: July 1, 2015 through June 30, 2016

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>10,000</u>	
Reimbursement Claim:	Date:	<u>10/1/2015</u>	\$ <u>2,500</u>
Reimbursement Claim:	Date:	<u>1/1/2015</u>	\$ <u>2,500</u>
Reimbursement Claim:	Date:	<u>4/1/2016</u>	\$ <u>2,500</u>
Reimbursement Claim:	Date:	<u>6/30/2016</u>	\$ <u>2,500</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:	_____	\$ _____

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:** County Librarian

Print Name: Leonard X. Hernandez **Date:** 11/25/2014

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.

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MULT 15-067
Log Number
(Office Use Only)

COUNTY OF SAN BERNARDINO
COMMUNITY DEVELOPMENT AND HOUSING

2015-2016 COMMUNITY DEVELOPMENT BLOCK GRANT (CDBG) PROGRAM

MULT 15-067 - 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	\$61,083
Highland	10	5	\$58,337
Montclair	9	2	\$38,847
Redlands	9	2	\$42,275
Yucaipa	7	2	\$33,888

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: Family Service Association dba FSA

2 Mailing Address: 21250 Box Springs Road, Suite 101
City: Moreno Valley State: CA Zip: 92557

3 Contact Person: Tom Donahue

4 Title: Program Administrator

5 Phone: (951) 342-3057 ext.258 Fax: (951) 342-3055

6 E-mail Address: tdonahue@fsaca.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.

FSA provides group meals to the senior population in San Bernardino County in 16 communities and delivers meals to home bound seniors throughout the county.

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: Please see attached document C-1.
2	Legal property owner: City owned facilities (Senior Centers)
3	What is the current zoning? 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><u>Public Service Needs:</u></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 type="checkbox"/> Transportation Services <input type="checkbox"/> Substance Abuse Services <input type="checkbox"/> Employment Training <input checked="" 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><u>Planning Needs:</u></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): Please see attached documents labelled C-6 (4) that provide geographic details, site proximity. Attachment C-1 also provide site demographics .
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): 2,230 (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): 144,622 (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	\$	\$1,285,186
Equipment (Rental, Lease or Purchase)	\$	\$
Consultant Services (Auditing, Accounting or Payroll Services)	\$	\$24,807
Space Rent	\$	\$138,586
Insurance	\$	\$64,099
Consumable Supplies	\$70,000	\$1,097,317
Other	\$	\$303,264
Total Costs	\$ 70000	\$ 2913259
Grand Total (CDBG & Other)	\$2983259	
Estimator (name and title): Michael Montano Accounting Service Manager		

E. Amount of CDBG Funds Requested		
1	Amount of CDBG funds requested in this application (must equal Section D CDBG Share)	\$70,000
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) San Bernardino DAAS <input type="checkbox"/> Federal (Type of Funding): _____ <input type="checkbox"/> State (Type of Funding): _____ <input checked="" type="checkbox"/> County (Type of Funding): C-1 congregate program. Billed monthly. <input type="checkbox"/> Other (Type of Funding): _____ Award Date / / Date Available / /	\$962,913
	Source(s) San Bernardino DAAS <input type="checkbox"/> Federal (Type of Funding): _____ <input type="checkbox"/> State (Type of Funding): _____ <input checked="" type="checkbox"/> County (Type of Funding): C-2 Home Delivered Meals. Billed monthly. <input type="checkbox"/> Other (Type of Funding): _____ Award Date / / Date Available / /	\$1,259,722
	Source(s) Volunteer In-Kind Hours / Dollars <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): Volunteer Hours/Dollars recorded monthly. and submitted quarterly. Award Date 07/18/14 Date Available 07/18/14	\$282,909
	Source(s) Grants and Client Contributions <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): Client donations to the program and grant dollars awarded - ongoing & recorded monthly Award Date / / Date Available / /	\$477,715
	Total of Other Sources (Should equal "Total costs, Other Sources" in section D above)	\$2983259

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	\$
Barstow	\$	Needles	\$
Big Bear Lake	\$	Redlands	\$10,000
Colton	\$10,000	Twentynine Palms	\$10,000
Grand Terrace	\$10,000	Yucaipa	\$10,000
Highland	\$	Town of Yucca Valley	\$10,000
Loma Linda	\$10,000		
Sub-total of Funds Benefiting Cooperating Cities:			\$70,000

- 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	\$70,000
------------------------------	-----------------

G. Organizational Information

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

- a. Date organization founded: 10/15/1953
- b. Date organization incorporated as a non-profit organization: 10/15/1953
- c. Federal Identification Number: 95-1803694 State Identification Number: 0279273
- d. Number of paid staff: 417 Number of volunteers: 440
- e. DUNS Number: 791329071

- 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.

Description of project/need

Family Service Association (FSA) provides services to the region's elderly who are most at-risk due to poverty, geographic isolation, and a lack of adequate resources to help them with the complexity of issues related to aging. FSA operates the Senior Nutrition Program which provides meals to seniors 60 years of age and older. The meals are served two different ways; the congregate meal which is served at senior and community centers in a group setting and the home-delivered meal which is given to seniors who are homebound by reason of illness, incapacity, disability, and lack of transportation. Our service helps preserve dignity and independence by delaying nursing home placements, as well as reducing the frequency of hospitalizations and improving physical health through meeting nutritional needs. Family Service Association has a registered dietitian who regulates the nutrient value of each meal we serve.

Project's objectives

- a. To provide a safety net to seniors in the congregate or group setting. The congregate meals are served at senior or community centers where information and services are offered that will benefit the seniors. According to the National Council on Aging, research shows that older adults who participate in senior center programs can learn to manage and delay the onset of chronic disease and experience measurable improvements in their physical, social, spiritual, emotional, mental, and economic well-being.
- b. To help homebound seniors live independently instead of going to nursing homes or assisted living facilities. Regardless of why the person is homebound (i.e., age, health, a disability), they face two major difficulties: poor nutrition and isolation. Family Service Association meal delivery staff is trained to offer regular encouragement and support to prevent seniors from social isolation. In addition staff is trained to recognize other health-related risks that may jeopardize their independent living status.
- c. To obtain funding to reduce food insecurity among seniors by providing well-balanced nutritious meals to those who, because of age or infirmity, have difficulty preparing or securing meals on their own. With our federal and state funds being cut and prices rising beyond current resources, we have to obtain private funding in order to meet our objective.

Projects expected outcome

- a. 60% of seniors served will indicate that this program has been a benefit to their overall health and wellness as demonstrated by the annual survey.
- b. 60% of seniors served will indicate that this program has supported their independence by allowing them to remain in their home as demonstrated in the annual survey.

Number of seniors in the Cities to be served by the project

2,166 seniors will continue to receive congregate and home delivered meals through this program. In the San Bernardino County Cities benefitting from these CDBG; 407 seniors are being served congregate meals and 1,759 seniors are receiving home delivered meals for a total of 2,166. SPECIAL NOTE: Our TOTAL program will serve (16) cities, towns and special community service districts throughout San Bernardino County. We will serve over 458,000 meals to over 8,555 unduplicated seniors in our contract year.

Amount of funding requested and specific uses of the grants funds in the project

\$70,000 is being requested in funds which will specifically be used to maintain the number of meals to seniors who are currently in our program as well as serve ^{up to} 100 meals to the increasing number of seniors needing them. This funding will assist us in decreasing the number of seniors on waiting list for meals.

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**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 Senior Nutrition program works collaboratively with the County, local cities and community service districts to improve and promote a sustainable system of community health. Our meals assist in reducing the nutritional risk of our senior population by providing a nutritionally balanced meal and social interaction with our drivers and volunteers in our home delivered program. Our program in local senior and community centers work in partnership to maintain and prolong our seniors independent life style throughout the region. These efforts improves their quality of life and reduces the financial burden on our health care system in the region.

- 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>70,000</u>	
Reimbursement Claim:	Date:	<u>July 2015</u>	\$ <u>17,500</u>
Reimbursement Claim:	Date:	<u>October 2015</u>	\$ <u>17,500</u>
Reimbursement Claim:	Date:	<u>January 2016</u>	\$ <u>17,500</u>
Reimbursement Claim:	Date:	<u>April 2016</u>	\$ <u>17,500</u>
Reimbursement Claim:	Date:	_____	\$ _____
Reimbursement Claim:	Date:	_____	\$ _____
Reimbursement Claim:	Date:	_____	\$ _____
Reimbursement Claim:	Date:	_____	\$ _____
Reimbursement Claim:	Date:	_____	\$ _____
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Reimbursement Claim:	Date:	_____	\$ _____
Reimbursement Claim:	Date:	_____	\$ _____
Reimbursement Claim:	Date:	_____	\$ _____

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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: Vernico Dyer **Title:** CEO

Print Name: Vernico Dyer **Date:** 12/19/14

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 www.sbcountyadvantage.com/community-development-information.aspx.

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COUNTY OF SAN BERNARDINO

POST MARKED 12-5-14 88 COMMUNITY DEVELOPMENT AND HOUSING

2015-2016 COMMUNITY DEVELOPMENT BLOCK GRANT (CDBG) PROGRAM

TOWN 15-070 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: The Center for Healthy Generations
2	Mailing Address: P.O. Box 106 City: Yucca Valley State: CA Zip: 92286
3	Contact Person: Sue Tsuda
4	Title: President of the Board
5	Phone: (760) 365-9661 ext. Fax: () -
6	E-mail Address: director@mbchg.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.	
We have four (4) south facing windows and two (2) west facing windows that we need to replace with double paned, filmed windows to reduce our energy costs for cooling in the summer and heating in the winter.	

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: 57121 Sunnyslope Drive West of Hwy 247 (Old Woman Springs Road).
2	Legal property owner: The Center for Healthy Generations
3	What is the current zoning? Commercial 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: 0595-361-04-0-000 Square footage of proposed building or building addition: will not change Square footage of construction site parcel: NA Length of improvements if street, water or sewer project: NA Service capacity of existing facility: 16 in pool; 130 in great room Improved service capacity of the facility: 0 Age of structure: 30 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 checked="" type="checkbox"/> Community Center Improvements <input type="checkbox"/> Child Care Center Improvements <input type="checkbox"/> Youth Center Improvements <input checked="" type="checkbox"/> Park & Recreation Improvements <input 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) New windows will provide more energy efficiency and reduce our utility costs thus enabling us to provide more service. 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 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 Town of Yucca Valley and some nearby county areas such as Joshua Tree, Landers, Johnson Valley and Morongo Valley.

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	\$	\$
Site acquisition	\$	\$
Local Review application	\$	\$0
Construction	\$3,200	\$
Other	\$0	\$0
Total Costs	\$3,200	\$ 0
Grand Total (CDBG & Other)	\$3,200	
Estimator (name and title): JT Glass and Door		

E. Amount of CDBG Funds Requested													
1	Amount of CDBG funds requested in this application (must equal Section D CDBG Share) <div style="text-align: right;">\$3,200</div>												
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:												
	<table border="0"> <tr> <td>Source(s)</td> <td></td> </tr> <tr> <td><input type="checkbox"/> Federal (Type of Funding): _____</td> <td></td> </tr> <tr> <td><input type="checkbox"/> State (Type of Funding): _____</td> <td></td> </tr> <tr> <td><input type="checkbox"/> County (Type of Funding): _____</td> <td></td> </tr> <tr> <td><input type="checkbox"/> Other (Type of Funding) _____</td> <td></td> </tr> <tr> <td>Award Date / / Date Available / /</td> <td align="right">\$</td> </tr> </table>	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)													
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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)													
	\$0												

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.

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	\$
Barstow	\$	Needles	\$
Big Bear Lake	\$	Redlands	\$
Colton	\$	Twentynine Palms	\$
Grand Terrace	\$	Yucaipa	\$
Highland	\$	Town of Yucca Valley	\$3200
Loma Linda	\$		
Sub-total of Funds Benefiting Cooperating Cities:			\$3,200

- 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	\$3,200
------------------------------	----------------

G. Maintenance and Operation

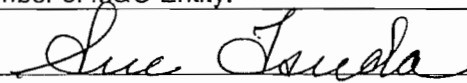
All capital improvements or facilities will require a Maintenance and Operation (M & O) contract between the County and an M & O Entity. The MAINTENANCE AND OPERATION COMMITMENT must be signed by a representative of the M & O entity with authority to obligate the organization.

- 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:	Replace Windows
Legal/Incorporated Name of Prospective M&O Entity:	The Center for Healthy Generations
Address:	57121 Sunnyslope Dr. Yucca Valley, CA 92284
Federal I.D. Number of M&O Entity:	95-3836108

Signature:  Title: President

Print Name: Sue Tsuda Date: 12/04/2014

2015-16 CONSTRUCTION IMPROVEMENTS PROJECT APPLICATION

ESTIMATED ANNUAL MAINTENANCE AND OPERATION BUDGET

M&O Annual Expenses

Estimated Dollar Value

Utilities

Electric	\$	_____
Water	\$	_____
Gas	\$	_____
Telephone	\$	_____
Disposal Service	\$	_____
Other ()	\$	_____
Sub-total	\$	0

Materials

Janitorial Supplies	\$	30
Office Supplies	\$	_____
Recreational Supplies	\$	_____
Ground Supplies	\$	_____
Other ()	\$	_____
Sub-total	\$	30

Maintenance—Capital Improvements

Building Repair	\$	_____
Maintenance of Equipment	\$	_____
Improvements to Property	\$	_____
Other ()	\$	_____
Sub-total	\$	0

Insurance

Liability	\$	_____
Fire	\$	_____
Other ()	\$	_____
Sub-total	\$	0

***Personnel**

	# Of People	Man-Hours
Maintenance	1	6
Secretary		
Administrator		
Program Staff		
Other		

	\$	100
	\$	_____
	\$	_____
	\$	_____
	\$	_____
Sub-total	\$	100

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

M&O Annual Expense Total \$ 130

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

Maintenance budget	\$	7200
	\$	_____
	\$	_____
Budgeted Revenue Total	\$	7,200

Assets/Liabilities **Budgeted Revenue minus M&O Expense** \$ 7,070

H. Organizational Information

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

a. Date organization founded: / /1981	
b. Date organization incorporated as a non-profit organization: 01/17/1983	
c. Federal Identification Number: 95-3836108	State Identification Number: C1132769
d. Number of paid staff: 0	Number of volunteers: 49
e. DUNS Number: none	

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.

We are a health and wellness center that provides aquatic exercises in a warm, indoor, saline pool and activities, lectures and seminars on health topics and provides various socializing activities. Previously our facility operated as a senior center and is now open to individuals in the community of any age.

Our building faces north-south and has six 4x6 foot windows. Four of them face south and two face west. We want to save energy by replacing the old windows with double - paned, filmed windows to reduce heat and cooling loss. This will have the additional benefit of saving money on our energy bills which we can then use to expand the kinds of activities and the number of our program participants.

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.

Our programs help county residents to enjoy a broader range of social and physical activities that help to improve mental and physical health and by providing a meeting place, helps to enhance our sense of community. We may improve our air quality by a small fraction by reducing our carbon footprint which will help to attract more visitors to the Joshua Tree National Park. We are proud of the efforts of our 49 volunteers who have improved our facilities, increased our programs, established a stable financial foundation and provide services 5 days a week with NO paid staff. We collaborate with the Town in filling needs the Town is not able to provide and look for opportunities to collaborate with other organizations in the community.

- 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: 11/20/2014 Completion Date: 12/1/2014

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

CONTRACTOR SELECTION: Date: 1/20/2015

CONSTRUCTION DATES: Start Date: 7/2015 Est. Completion Date: 7/1/2015

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

Beginning Allocation: \$ 3,200

Reimbursement Claim: Date: 7/1/15 \$ 3,200

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:** President of the Board

Print Name: Sue Tsuda **Date:** 12/04/2014

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: www.sbcountyadvantage.com/community-development-information.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 of 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 *will send Monday*
- Minutes of last Board meeting *In the computer and will NOT come out. Will send Monday.*

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.

TOWN COUNCIL STAFF REPORT

To: Honorable Mayor & Town Council
From: Curtis Yakimow, Town Manager
Captain Dale Mondary, San Bernardino County Sheriff's Dept
Date: January 28, 2015
For Council Meeting: February 3, 2015

Subject: Annual Public Safety Report

Recommendation: That the Town Council receive and file the annual public safety report and verbal presentation for calendar year 2014.

Order of Procedure:

- Request Staff Report
- Request Public Comment
- Council Discussion/Questions of Staff
- Motion/Second
- Discussion on Motion
- Roll Call Vote

Discussion: At the end of each calendar year, the San Bernardino County Sheriff's Department provides an annual safety report which contains statistical and summary reports of incidents that occurred within Yucca Valley. The summary reports pertain to patrols, investigations, traffic, grant-funded special operations, Town of Yucca Valley Citizen Patrol Unit and the motorcycle enforcement team.

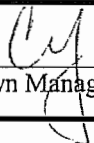
The statistics report includes totals for all service calls and breaks those down by specific categories. This report also compares the totals to the previous year for a statistical analysis. Captain Mondary will walk through the report in a public safety presentation and comment on highlights, concerns and opportunities.

Alternatives: None recommended.

Fiscal impact: None

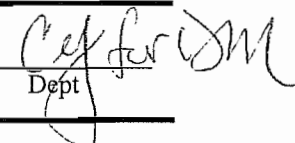
Attachments: 2014 Year End Summary
2014 Statistics Report

Reviewed By:


Town Manager

Town Attorney


Finance


Dept

- Department Report
- Ordinance Action
- Resolution Action
- Public Hearing
- Consent
- Minute Action
- Receive and File
- Study Session

**TOWN OF YUCCA VALLEY
POLICE DEPARTMENT
YEAR END REPORT
2014**

PATROL SUMMARY:

During the year of 2014, the Town of Yucca Valley patrol officers responded to 27,189 calls for service. We wrote 2,042 reports and cleared 564 Adult crimes and 124 Juvenile crimes by arrest.

INVESTIGATIONS SUMMARY:

The Town Investigator currently has 1,007 active cases to include 335 new cases that were assigned this year. Fifteen cases were cleared by arrest, 14 cases were cleared by exceptional means, 238 cases were inactivated and 33 cases were submitted to the District Attorney. There was \$216,235.00 of stolen property recovered during 2014.

TRAFFIC SUMMARY:

The Town's Traffic Officer issued 689 citations in 2014, of which 463 citations were hazardous and 226 citations were non-hazardous. The Traffic Officer made 28 arrests, towed 15 vehicles and investigated 30 traffic collisions during the year.

Town patrol officers issued 1,640 traffic citations and arrested 35 people for driving under the influence.

We investigated 127 traffic collisions; of these, 84 involved property damage only and 20 accidents occurred on private property. There were 20 accidents involving injuries and three accidents with fatalities.

Our enforcement index was 24 : 1, based on a total of 35 DUI's and 526 hazard citations with 23 injury/fatal collisions.

GRANT-FUNDED SPECIAL OPERATIONS:

Eighty nine grant-funded special operations were conducted in the Town of Yucca Valley. Law Enforcement personnel conducted 11 parole/probation/warrant compliance sweeps; seven hi risk sex offender compliance sweeps and 22 traffic safety checkpoints and/or traffic safety saturation efforts. Deputies also conducted seven juvenile crime/saturation patrols and participated in 42 crime prevention/special events that targeted problem oriented areas in the Town.

TOWN OF YUCCA VALLEY CITIZEN PATROL UNIT:

The Citizen Patrol Unit volunteered a total of 2,992 hours in 2014 providing security checks for businesses, residential and other miscellaneous Town functions.

MOTORCYCLE ENFORCEMENT TEAM:

The Off-Highway Vehicle Enforcement Team continued to patrol the back roads for safety violations and nuisance complaints devoting a total of 260 hours this year.

**TOWN OF YUCCA VALLEY
POLICE DEPARTMENT
CALENDAR YEAR END MANAGER'S REPORT**

STATISTICS FOR JANUARY THROUGH DECEMBER 2014

	<i>Year End</i>	<i>Previous Year</i>	<i>%Deviation</i>	<i>Average Month</i>						
PATROL STATISTICS										
CALLS FOR SERVICE	27,189	26,853	1.25%	2,266						
REPORTED CRIMES										
Part I	587	505	16.2%	49						
Part II	1,455	1,429	1.8%	121						
Total	2,042	1,934	5.6%	170						
CASES CLEARED										
Total	688	724	-5.0%	57						
Percentage	33.7%	37.4%	-10.0%	33.5%						
CLEARED BY ARREST - ADULT										
Part I	209	194	7.7%	17						
Part II	355	446	-20.4%	20						
CLEARED BY ARREST - JUVENILE										
Part I	14	14	0.0%	1						
Part II	110	70	57.1%	9						
TRAFFIC STATISTICS										
P.D.O	84	68	23.5%	7						
Injury	20	28	-28.6%	2						
Fatal	3	4	-25.0%	0						
Private Property	20	18	11.1%	2						
TOTAL	127	118	7.6%	10						
TRAFFIC CITATIONS										
Hazard	526	938	-43.9%	44						
Non-Hazard	1,114	1,334	-16.5%	93						
TOTAL	1,640	2,272	-27.8%	137						
DUI'S										
D.U.I. ARRESTS	35	48	-27.1%	3						
RESPONSE TIMES										
	CURRENT YEAR		PREVIOUS YEAR							
Emergency Response	5.14 MIN		4.36 MIN							
Average Response Time*	15.05 MIN		15.27 MIN							
Average Handling Time**	48.36 MIN		46.35 MIN							
<table border="1" style="width: 100%; border-collapse: collapse;"> <tr> <td style="width: 70%;">*Responded to emergency calls:</td> <td style="width: 10%; text-align: center;">87</td> <td style="width: 20%; text-align: center;">/Mo Average: 7</td> </tr> <tr> <td>**Responded to non-emergency calls:</td> <td style="text-align: center;">13,903</td> <td style="text-align: center;">/Mo Average: 1,159</td> </tr> </table>					*Responded to emergency calls:	87	/Mo Average: 7	**Responded to non-emergency calls:	13,903	/Mo Average: 1,159
*Responded to emergency calls:	87	/Mo Average: 7								
**Responded to non-emergency calls:	13,903	/Mo Average: 1,159								

VOLUNTEER HOURS: TOTAL = 2,992

*Average Response Time is an average of "Dispatched to Onscene" calls.
 **Average Handling Time is an average of the total time spent on each call from "Dispatched to Close".

At this time, the Town does not expect actual annual fiscal results to vary significantly from the financial plan incorporated in the Fiscal Year 2014-15. As trends become more fully developed in the year, there may be more than a minimal impact on the projected annual revenues, expenditures and fund balance.

Alternatives: None

Fiscal impact: The Town's first six months results are currently generally aligned with the financial plan incorporated in the FY 2014-15 amended budget.

Attachments:

Mid-Year Budget Report FY 2014-15



Town of Yucca Valley
Mid-Year Budget Report
Fiscal Year 2014-15

December 31, 2014

Town of Yucca Valley

Mid-Year Budget Report

Fiscal Year 2014-15

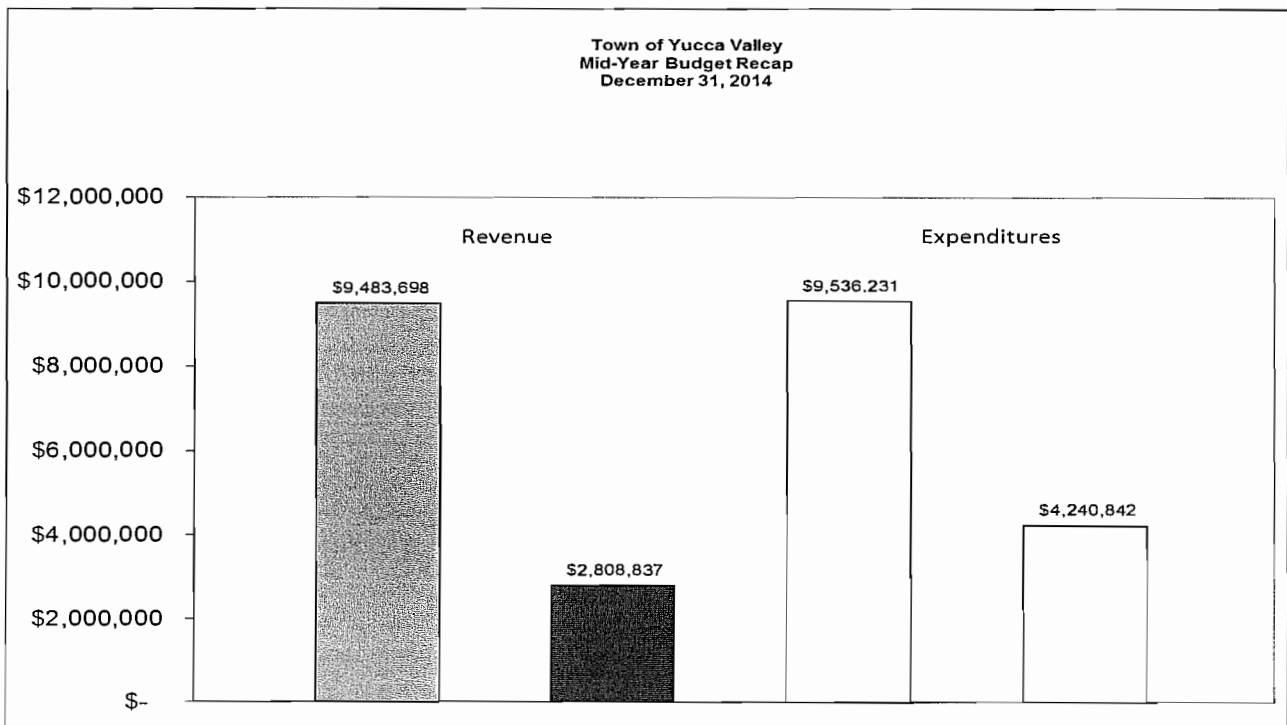
Mid-Year Financial Highlights

Revenues

- Sales and Use tax increased less than 1% in FY2014-15 over the prior year. This slight increase does not reflect the increased sales from recently opened businesses which we will realize in the next six months.
- Property tax revenues increased over the same period last year due to a 2.5% increase in all categories of property tax. The receipt of \$82,000 of prior RDA property taxes brings the increase over the prior year to 9%.
- The decrease in Community Services revenue was due to donations recognized in FY2013-14 that did not occur in the current year. Donations that are received are brought into revenue as they are utilized.

Expenditures

- Salaries and benefits decreased from prior year by 10% reflecting the staff changes in Administrative positions as well as reimbursement of staff time for completed projects.
- Major non-personnel expenditures remain Contract safety, accounting for 44% of expenditures for the first six months , or \$1,884,406.
- Other expenditure categories remain in line for the first six months reflecting typical even expenditure patterns throughout the fiscal year.



Upcoming Financial Events

February

- Single Audit Report FY2013-14
- Review and ranking of Auditor Proposals

March

- Selection of Audit Firm for a three year contract beginning FY2014-15
- Continued advances and apportionments of Sales & Use and Vehicle License Fee tax revenues.

April

- Contract Award to selected Audit Firm for FY2014-15
- Continued advances and apportionments of Sales & Use and Vehicle License Tax revenues.

Town of Yucca Valley

**General Fund Revenues and Expenditures
Mid-Year Budget Report**

December 31, 2014

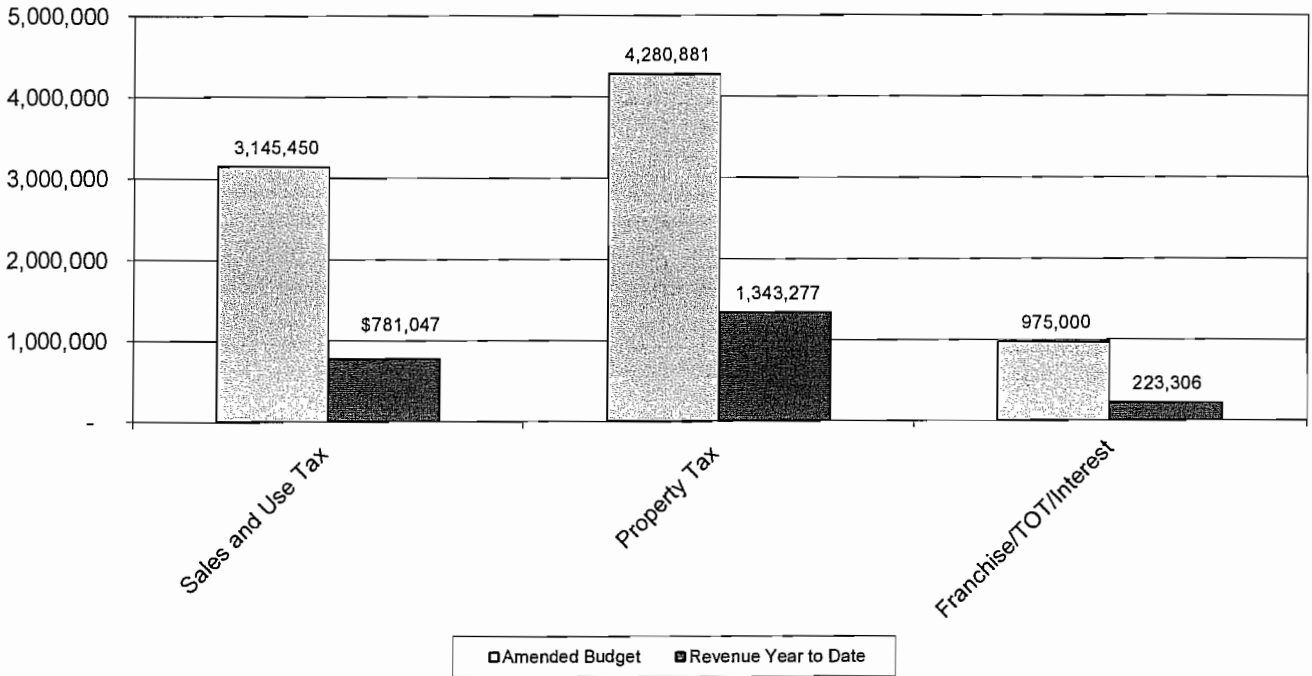
REVENUES	Prior Year FY 2013-14			Current Year FY 2014-15		
	Amended Budget	Revenue Year to Date	% of Budget	Amended Budget	Revenue Year to Date	% of Budget
Sales and Use Tax	\$ 3,010,000	\$ 774,007	25.71%	3,145,450	\$ 781,047	24.83%
Property Tax	4,143,500	1,231,101	29.71%	4,280,881	1,343,277	31.38%
Franchise/TOT/Interest	970,000	202,603	20.89%	975,000	223,306	22.90%
Animal Services	520,500	204,259	39.24%	366,900	197,124	53.73%
Community Development	262,250	149,795	57.12%	289,750	142,200	49.08%
Administrative/Other	219,717	73,543	33.47%	267,717	65,989	24.65%
Community Services	114,620	88,919	77.58%	158,000	73,231	46.35%
Total Revenues	\$ 9,240,587	\$ 2,724,226	29.48%	\$ 9,483,698	\$ 2,826,174	29.80%

EXPENDITURES	Prior Year FY 2013-14			Current Year FY 2014-15		
	Amended Budget	Expenditures Year to Date	% of Budget	Amended Budget	Expenditures Year to Date	% of Budget
Personnel Services	\$ 2,845,587	\$ 1,570,052	55.17%	\$ 3,152,725	\$ 1,412,254	44.79%
Contract Safety	3,738,000	1,802,053	48.21%	3,953,473	1,884,406	47.66%
Operating Supplies and Services	2,215,703	825,783	37.27%	2,245,557	884,839	39.40%
Partnerships	80,500	28,786	35.76%	88,000	45,852	52.10%
Capital Projects	413,303	145,648	35.24%	96,476	13,491	13.98%
Total Expenditures	\$ 9,293,093	\$ 4,372,322	47.05%	\$ 9,536,231	\$ 4,240,842	44.47%

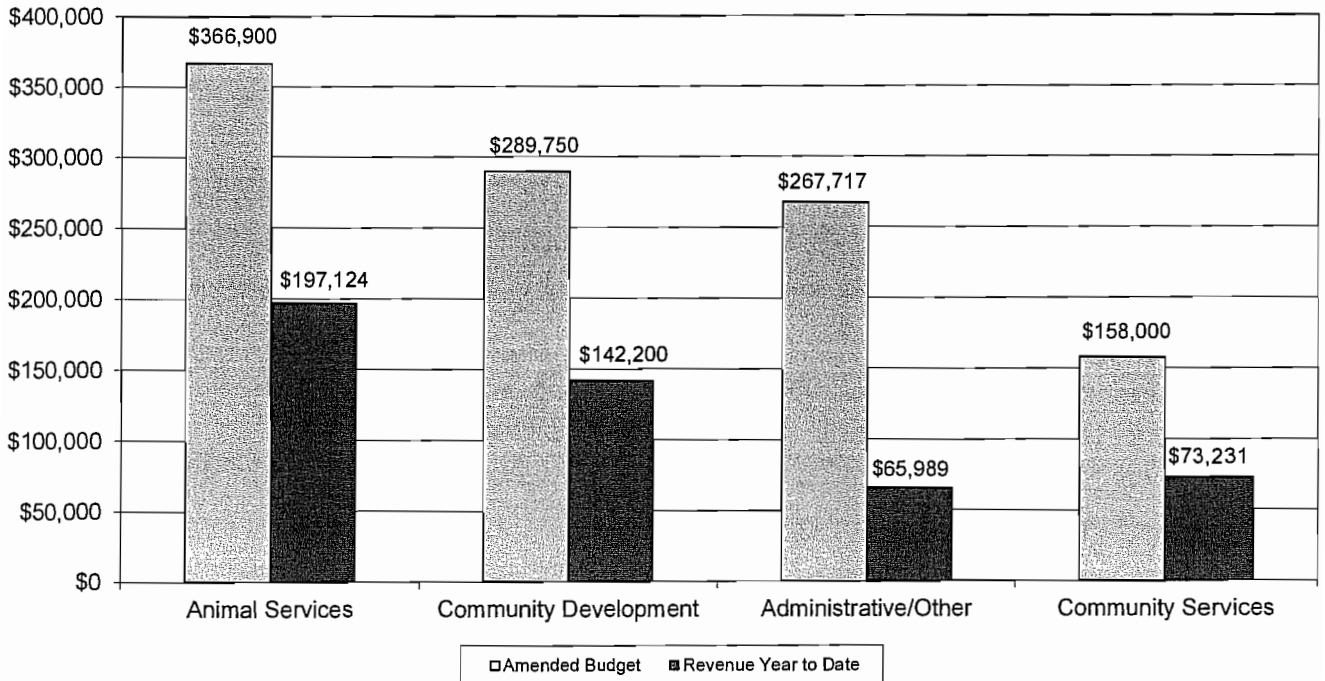
Notes

1. Property tax Revenue in FY2014-15 includes receipt of taxes from former RDA properties of \$82,000.
2. Administrative Services revenue in FY2013-14 includes grants not received in FY2014-15 of \$15,000
3. Community Services Revenue in FY2013-14 includes donations recognized in the Museum of \$13,000

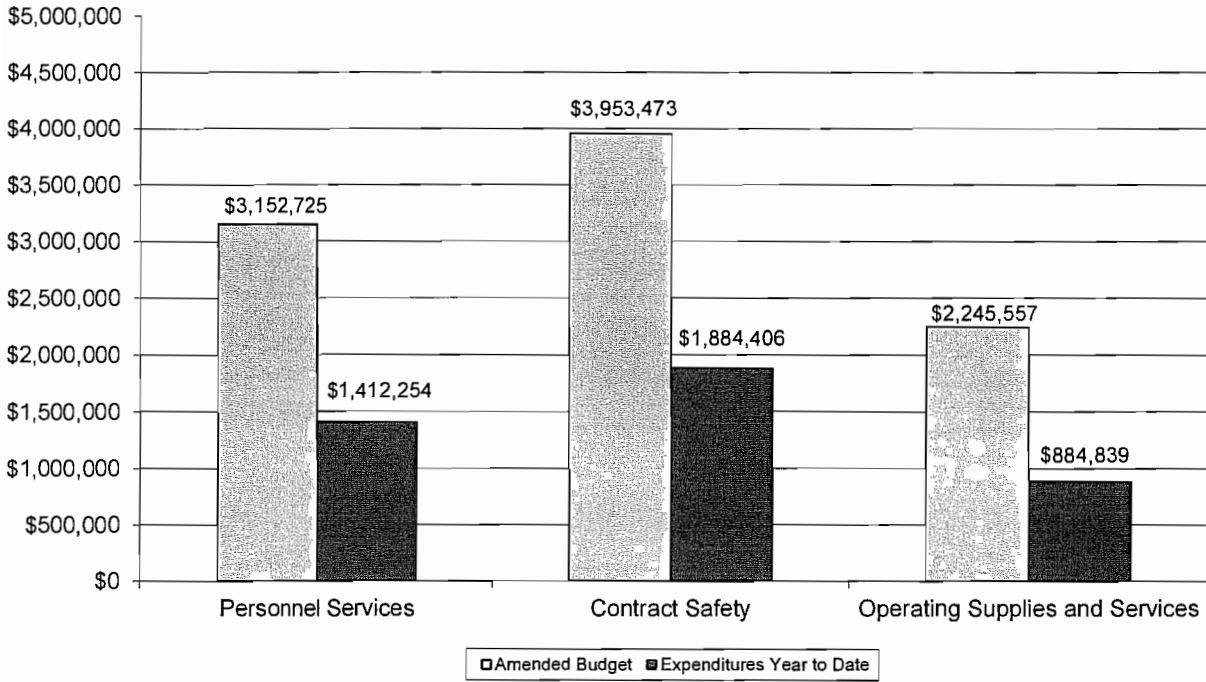
**Town of Yucca Valley
Major Revenue Sources
December 31, 2014**



**Town of Yucca Valley
Other Revenue Sources
December 31, 2014**



**Town of Yucca Valley
Major Expenditure Categories
December 31, 2014**



**Town of Yucca Valley
Other Expenditure Categories
December 31, 2014**

