



STAFF REPORT

TO: CITY COUNCIL, AND CITY MANAGER
FROM: COMMUNITY SERVICES DIRECTOR
DATE: DECEMBER 11, 2007

SUBJECT: SUBMISSION OF APPLICATIONS FOR THE FISCAL YEAR 2008-2009
COMMUNITY DEVELOPMENT BLOCK GRANT (CDBG)

RECOMMENDATION: The City Council approve the submission of the projects for the Community Development Block Grant (CDBG) for fiscal year 2008-2009.

Attachments

ORDER OF PROCEDURE:

Request Staff Report (Randy Councill
Presenting)
Request Public Comment
Council Questions of Staff
Council Discussion
Motion/Second
Discussion of Motion
Call the Question (voice vote)

BACKGROUND:

Annually, the County of San Bernardino requests applications for the use of Community Development Block Grant (CDBG) funds within the City of Twentynine Palms. Various community or governmental organizations throughout the City submit applications for CDBG funds. The deadline for submittal of applications for 2008-2009 is December 14, 2007. The City Council will not be selecting projects for allocations at this time, simply authorizing staff to submit the City's projects for consideration.

All projects sent to the Economic Community Development and Housing Department (ECDH) will be reviewed for validity, and meeting the application guidelines. Once reviewed, all projects that are deemed acceptable by ECDH are sent back to the City for funding prioritization. The City should receive the CDBG projects in late February of 2008. The City will receive approximately \$130,000 this year in which to allocate toward projects in Twentynine Palms. The ultimate funding decision for use of the CDBG funds given to the City, rest with the City Council.

Review of Staff Report:

_____ City Manager

_____ City Attorney

_____ City Engineer

_____ Department Head

Once the City Council prioritizes the CDBG projects for funding in March, the projects are sent to the County Board of Supervisors for their approval in April, with funds becoming available in July of 2008.

A brief summary and the estimated project cost of each application are listed below. Copies of the actual applications are available for review at City Hall.

1.	Knott's Sky Park Improvements	\$2,953,000
2.	Luckie Park Improvements	\$5,797,000
3.	Pioneer Park Acquisition	\$450,000
4.	Veterans Park Improvements	\$1,851,000
5.	Senior Community Center	<u>\$368,000</u>
	Total	\$11,419,000

ALTERNATIVES:

The first option is to accept the grant funds, the second would be to not accept the CDBG funds, and allow the County to award the funds. The first option allows the City to award the funds and complete the projects that they select.

FISCAL IMPACT:

If the City chooses to utilize the CDBG funds for funding projects within the City, it allows the City to complete projects without using the City's General Funds, or at best using less.

Therefore, Staff's recommendation is to approve the five project proposal and permit staff to submit the required applications.

COUNTY OF SAN BERNARDINO
DEPARTMENT OF COMMUNITY DEVELOPMENT AND HOUSING
2008-2009 COMMUNITY DEVELOPMENT BLOCK GRANT PROGRAM

- CONSTRUCTION AND OTHER COMMUNITY IMPROVEMENTS PROJECT PROPOSAL -

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; removal of architectural barriers; and economic development activities that create new jobs. Please use the "Public Service Program Proposal" forms, rather than this set of forms, for any activities to provide services to clients not involving construction of buildings or facilities.

Important: The U.S. Department of Housing and Urban Development (HUD) notified the County that the costs associated with subrecipient oversight of small grants far exceed the actual grant award. HUD recommended that the County increase the minimum grant awards in order to justify the administrative burden. Consequently, CDH requires CDBG awards of \$5,000 or more per city or unincorporated community to be served, and will use this grant minimum in making its recommendations for approved projects. See page 6 of 9 for more details.

Carefully read through the instructions and proposal forms. Answer all questions that are applicable to your project, as specifically and completely as possible. If more space is needed, attach separate sheets. Submit one (1) signed paper copy.

Submit one (1) signed hard (paper) proposal copy only to the address shown at the bottom of page 9.

A. APPLICANT INFORMATION

1) Name of Applicant Organization:

City of Twentynine Palms

2) Mailing Address:

6136 Adobe Road, Twentynine Palms, CA 92277

3) Contact Person:

Randolph Councill

4) Title:

Community Services Director

5) Phone: 760.367.7562 ext 112 FAX: 760.367.5704

6) Email: comserdr@ci.twentynine-palms.ca.us

B. PROJECT DESCRIPTION

1) 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 Proposal Instructions. A detailed project description is also required to be provided on Attachment A, page 9 of 9.

Veterans Park Improvements

C. PROJECT CHARACTERISTICS

1) Name and address of the project site or facility:

Veterans Park, 6136 Adobe Road, Twentynine Palms, CA 92277

2) Legal property owner:

City of Twentynine Palms

3) Local zoning restrictions that would affect the project:

None

4) Conditional use permit required? Yes No
If yes, attach a copy of the permit. If no, explain why:

5) Describe the community need(s) addressed by this proposal:

The City of Twentynine Palms is growing and is in great need for additional open space and park space with the needed infrastructure. Veterans Park is adjacent to City Hall, the County Library, County offices, and a new apartment complex.

6) Describe the geographic boundaries of the neighborhood, community or region to be served by the project. This description must include service area boundaries if land acquisition or structural improvements are proposed (attach a map):

The City of Twentynine Palms, and the unincorporated areas of the Morongo Basin

7) If the project is a special economic development activity, estimate the number of new full time jobs to be created:
 Jobs low-and moderate-income jobs.

8) Name and Federal ID Number or social Security Number of the proposed grant recipient organization/agency::

33-0265469

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

10) Complete applicable items for all construction projects (including rehabilitation, acquisition and demolition).

Assessors 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 capacity of the facility:

Age of structure: Historic status:

*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

D. PERFORMANCE OUTCOME MEASUREMENT

The three program performance categories listed below are required under the CDBG program by the U.S. Department of Housing and Urban Development (HUD). Please check one or more box under the following program performance categories, that apply to your proposal.

1) Availability/Accessibility

This category applies to proposals that make services, infrastructure, housing, shelter or jobs available or accessible to low- and moderate-income people, including persons with disabilities.

- Enhances the Living Environment through New/Improved Accessibility
- Creates Decent Housing with New/Improved Availability
- Promotes Economic Opportunity through New/Improved Accessibility

2) Affordability

This category applies to proposals which provide affordability in a variety of ways in the lives of low- and moderate-income people.

- Enhances the Living Environment through New/Improved Affordability
- Creates Decent Housing with New/Improved Affordability
- Promotes Economic Opportunity through New/Improved Affordability

3) Sustainability

This category applies to proposals that are aimed at improving a community or neighborhood by helping to make it more livable or viable by providing a benefit to principally low-and moderate-income people or by removing or eliminating slums or blighted areas.

- Enhances the Living Environment through New/Improved Sustainability
- Creates Decent Housing with New/Improved Sustainability
- Promotes Economic Opportunity through New/Improved Sustainability

4) Please provide a brief explanation on how your proposal will address the selected program performance category. Describe the anticipated quantifiable results of your proposal for the selected category.

The improvements to Veterans Park will enable the Community additional and improved facilities, allowing additional recreational programming, and recreational services. Thusly enhancing and improving the moral and welfare of the community. Veterans Park is also located among numerous low income housing projects downtown, and will provide a park facility within 1/2 mile walking distance.

E. PROJECT BUDGET

Provide 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.

1) COMPLETE FOR PROJECTS INVOLVING CONSTRUCTION

	<u>County CDBG Share</u>	<u>Other Sources</u>
Architectural and engineering services	\$76,000	\$ _____
Site acquisition	\$ _____	\$ _____
Local review application	\$ _____	\$ _____
Construction	\$1,775,000	\$ _____
Other	\$ _____	\$ _____
	\$ _____	\$ _____
Total Costs	<u>\$1,851,000</u>	<u>\$ _0</u>
 Total Construction (CDBG + Other)		<u>\$1,851,000</u>

Estimator Name and Title:

2) COMPLETE FOR NON-CONSTRUCTION PROJECTS

	<u>County CDBG Share</u>	<u>Other Sources</u>
Personnel	\$ _____	\$ _____
Other: (describe cost components) _____	\$ _____	\$ _____
_____	\$ _____	\$ _____
_____	\$ _____	\$ _____
_____	\$ _____	\$ _____
_____	\$ _____	\$ _____
Total Costs	<u>\$ _0</u>	<u>\$ _0</u>
 Total Non-Construction (CDBG + Other)		<u>\$ _0</u>

3) Total Costs CDBG Share	<u>\$1,851,000.00</u>	
Total Costs Other Sources		<u>\$0.00</u>
Grand Total Construction and Non-Construction		<u>\$1,851,000.00</u>

4) Estimator Name and Title:

F. AMOUNT OF CDBG FUNDS REQUESTED

1) Amount of CDBG funds requested in this application:
Section E, CDBG Share)

Equals Total County CDBG Share, Section E **\$1,851,000**

3) 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): _____ \$ _____

Award Date: _____ Date Available: _____

Source(s): _____ \$ _____

Award Date: _____ Date Available: _____

Source(s): _____ \$ _____

Award Date: _____ Date Available: _____

Source(s): _____ \$ _____

Award Date: _____ Date Available: _____

Total of Other Sources **\$ 0**
(Should Equal "Total Costs Other Sources" Item 3 in
Section E on Page 4 of 9)

3) 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.

Name: Randolph Council

Phone: 760.367.7562

Signature: _____

Date: 12-11-2007

G. BENEFIT AREAS

This section requires a break down of the requested CDBG funds according to the proposed project's benefit area. Only enter amounts for communities where you intend to provide primary service. Partial funding of a project proposal may occur and must be considered when calculating a requested amount for more than one areas. **Each requested amount must be \$5,000 or greater and must be sufficient to provide the service within the identified city or unincorporated region.**

- 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 predominate 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.

	<u>Amount Requested</u>		<u>Amount Requested</u>
Adelanto	\$ _____	Montclair	\$ _____
Barstow	\$ _____	Needles	\$ _____
Big Bear Lake	\$ _____	Redlands	\$ _____
Colton	\$ _____	Twentynine Palms	<u>\$1,388,250</u>
Grand Terrace	\$ _____	Yucaipa	\$ _____
Highland	\$ _____	Town of Yucca Valley	\$ _____
Loma Linda	\$ _____		

Funds Benefiting Cooperating Cities: Sub-total \$1,388,250

- 2) **Unincorporated Regions:** The following regions contain unincorporated areas covered by the County CDBG program. Please determine if the primary service area for your proposed project includes one or more of the following unincorporated areas. Check off the applicable community or communities. Enter the requested amount of CDBG funds needed to provide the proposed project to each applicable unincorporated area. Sub-total your entries below.

	<u>Amount Requested</u>
<input type="checkbox"/> Searles Valley and vicinity (in the First District)	\$ _____
<input type="checkbox"/> Hinkley/Lenwood <input type="checkbox"/> Newberry Springs <input type="checkbox"/> Baker / vicinity (in the First District)	\$ _____
<input checked="" type="checkbox"/> Wonder Valley <input type="checkbox"/> Colorado River areas (in the First District)	<u>\$462,750</u>
<input type="checkbox"/> Oro Grande <input type="checkbox"/> other unincorporated Victor Valley areas (in the First District)	\$ _____
<input type="checkbox"/> Phelan/Pinon Hills <input type="checkbox"/> El Mirage <input type="checkbox"/> Wrightwood / vicinity (in the First District)	\$ _____
<input type="checkbox"/> Lucerne Valley and vicinity (in the First District)	\$ _____
<input type="checkbox"/> Crestline/Cedarpines Park (in the Second District)	\$ _____
<input type="checkbox"/> West Fontana <input type="checkbox"/> Lytle Creek <input type="checkbox"/> Devore (in the Second District)	\$ _____
<input type="checkbox"/> Johnson Valley <input type="checkbox"/> Landers <input type="checkbox"/> Morongo Valley / vicinity (in the Third District)	\$ _____
<input type="checkbox"/> Joshua Tree and areas to the north and east (in the Third District)	\$ _____
<input type="checkbox"/> Lake Arrowhead <input type="checkbox"/> Running Springs <input type="checkbox"/> Big Bear Valley (in the Third District)	\$ _____
<input type="checkbox"/> Bryn Mawr <input type="checkbox"/> Del Rosa <input type="checkbox"/> Mentone (in the Third District)	\$ _____
<input type="checkbox"/> South Montclair <input type="checkbox"/> Northwest Chino (in the Fourth District)	\$ _____
<input type="checkbox"/> Muscoy <input type="checkbox"/> North Norton <input type="checkbox"/> Bloomington (in the Fifth District)	\$ _____
<input type="checkbox"/> Arrowhead Suburban Farms (in the Fifth District)	\$ _____
Other, Please specify <input type="text"/>	\$ _____

Funds Benefiting Unincorporated Regions: Sub-total \$462,750

- 3) **Total Funds:** The total amount of CDBG funds requested in Section G, (Cooperating Cities + Unincorporated Regions). **This amount must equal the amount of CDBG funds requested in this application on Line 1 in Section F.**

Total Funds Requested \$ 1,851,000

H. **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. Only applicants requesting funding for proposals for **CONSTRUCTION** group must complete this section. 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:

Veterans Park Improvements

Legal / Incorporated Name of Prospective M & O Entity:

City of Twentynine Palms

Address:

6136 Adobe Road, Twentynine Palms, CA 92277

Federal I.D. Number of M & O Entity:

33-0265469

Name: Randolph Councill

Title: Community Services Dir.

Signature: _____

Date: 12-11-2007

2008-09 CONSTRUCTION AND OTHER COMMUNITY IMPROVEMENTS PROJECT PROPOSAL

2) ESTIMATED ANNUAL MAINTENANCE AND OPERATION BUDGET

M & O ANNUAL EXPENSES

	Estimated Dollar Value
UTILITIES	\$15,200
Electric	<u>\$6,500</u>
Water	<u>\$0</u>
Gas	\$ _____
Telephone	\$ _____
Disposal Service	\$ _____
Other _____	\$ _____
Sub-total	<u>\$21,700</u>

MATERIALS	
Janitorial Supplies	\$1,250
Office Supplies	\$ _____
Recreational Supplies	<u>\$0</u>
Ground Supplies	<u>\$8,850</u>
Other _____	\$ _____
Sub-total	<u>\$10,100</u>

MAINTENANCE – CAPITAL IMPROVEMENTS	
Building Repair	\$2,200
Maintenance of Equipment	<u>\$2,300</u>
Improvements to Property	<u>\$0</u>
Other _____	\$ _____
Sub-total	<u>\$4,500</u>

INSURANCE	
Liability	\$ _____
Fire	\$ _____
Other _____	\$ _____
Sub-total	<u>\$ 0</u>

PERSONNEL*	# OF	MAN-	
	PEOPLE	HOURS	
Maintenance	<u>1</u>	<u>2,080</u>	\$56,000
Secretary	_____	_____	\$ _____
Administrator	_____	_____	\$ _____
Program Staff	_____	_____	\$ _____
Other _____	_____	_____	\$ _____
Sub-total			<u>\$56,000</u>

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

M & O ANNUAL EXPENSE TOTAL **\$92,300**

REVENUE SOURCES (List out all sources such as budget sources, memberships, user fees, etc.)	
<u>User Fees, and General Funds</u>	<u>\$92,300</u>
_____	\$ _____
_____	\$ _____

BUDGETED REVENUE TOTAL **\$92,300**

ASSETS/LIABILITIES **REVENUE minus M & O EXPENSE** **\$ 0**

DETAILED PROJECT DESCRIPTION

(Continuation of Section B, Project Description, Page 1 of 9)

Within the space provided on this page, provide detailed information needed to fully describe the proposed project, its purpose and its beneficiaries. Please attach applicable maps, plans and brochures.

Veterans Park Improvements	
Phase I	
1. Well	\$75,000
2. Irrigation	\$55,000
3. Hydro-Seeding	\$56,000
4. Trees & Shrubs	\$30,000
Phase II	
5. Sidewalk	\$125,000
6. Playground	\$125,000
Phase III	
7. Picnic Shelter	\$150,000
8. Restrooms	\$125,000
9. Tables, benches Trash Cont, Drinking Fount	\$60,000
Phase IV	
10. Parking Lot Improvements	\$250,000
11. Stage	\$300,000
12. Water Play Park	\$500,000
Total	\$1,851,000

PLEASE SUBMIT ONE SIGNED PAPER COPY OF EACH COMPLETED AND SIGNED PROJECT PROPOSAL TO: County of San Bernardino, Department of Community Development and Housing, 290 North "D" Street, Sixth Floor, San Bernardino, CA 92415-0040, Attention: Program and Compliance Section.

For assistance or information regarding the completion of this proposal, call (909) 388-0964. FAX (909) 388-0929.

This application form can be accessed in PDF form on CDH's Web Page at:
http://www.sbcounty.gov/eda/cdh/community_dev/cdbg_project.asp

Comdev/Consolidated Plan/2008-2009/CDBG Applications/Eapp/CDBG Construction App E-version 2008

COUNTY OF SAN BERNARDINO
DEPARTMENT OF COMMUNITY DEVELOPMENT AND HOUSING
2008-2009 COMMUNITY DEVELOPMENT BLOCK GRANT PROGRAM

- CONSTRUCTION AND OTHER COMMUNITY IMPROVEMENTS PROJECT PROPOSAL -

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; removal of architectural barriers; and economic development activities that create new jobs. Please use the "Public Service Program Proposal" forms, rather than this set of forms, for any activities to provide services to clients not involving construction of buildings or facilities.

Important: The U.S. Department of Housing and Urban Development (HUD) notified the County that the costs associated with subrecipient oversight of small grants far exceed the actual grant award. HUD recommended that the County increase the minimum grant awards in order to justify the administrative burden. Consequently, CDH requires CDBG awards of \$5,000 or more per city or unincorporated community to be served, and will use this grant minimum in making its recommendations for approved projects. See page 6 of 9 for more details.

Carefully read through the instructions and proposal forms. Answer all questions that are applicable to your project, as specifically and completely as possible. If more space is needed, attach separate sheets. Submit one (1) signed paper copy.

Submit one (1) signed hard (paper) proposal copy only to the address shown at the bottom of page 9.

A. APPLICANT INFORMATION

1) Name of Applicant Organization:

City of Twentynine Palms

2) Mailing Address:

6136 Adobe Road, Twentynine Palms, CA 92277

3) Contact Person:

Randolph Councill

4) Title:

Community Services Director

5) Phone: 760.367.7562 ext 112 FAX: 760.367.5704

6) Email: comserdr@ci.twentynine-palms.ca.us

B. PROJECT DESCRIPTION

1) 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 Proposal Instructions. A detailed project description is also required to be provided on Attachment A, page 9 of 9.

Senior Community Center Improvements

C. PROJECT CHARACTERISTICS

1) Name and address of the project site or facility:

Senior Community Center, 6539 Adobe Road, Twentynine Palms, CA 92277

2) Legal property owner:

City of Twentynine Palms

3) Local zoning restrictions that would affect the project:

None

4) Conditional use permit required? Yes No
If yes, attach a copy of the permit. If no, explain why:

5) Describe the community need(s) addressed by this proposal:

The Senior Community Center usage is growing and additional improvements need to be made to the facility to increase accessibility.

6) Describe the geographic boundaries of the neighborhood, community or region to be served by the project. This description must include service area boundaries if land acquisition or structural improvements are proposed (attach a map):

The City of Twentynine Palms, and the unincorporated areas of the Morongo Basin

7) If the project is a special economic development activity, estimate the number of new full time jobs to be created:
 Jobs low-and moderate-income jobs.

8) Name and Federal ID Number or social Security Number of the proposed grant recipient organization/agency::

33-0265469

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

10) Complete applicable items for all construction projects (including rehabilitation, acquisition and demolition).

Assessors 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 capacity of the facility:

Age of structure: Historic status:

*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

D. PERFORMANCE OUTCOME MEASUREMENT

The three program performance categories listed below are required under the CDBG program by the U.S. Department of Housing and Urban Development (HUD). Please check one or more box under the following program performance categories, that apply to your proposal.

1) Availability/Accessibility

This category applies to proposals that make services, infrastructure, housing, shelter or jobs available or accessible to low- and moderate-income people, including persons with disabilities.

- Enhances the Living Environment through New/Improved Accessibility
- Creates Decent Housing with New/Improved Availability
- Promotes Economic Opportunity through New/Improved Accessibility

2) Affordability

This category applies to proposals which provide affordability in a variety of ways in the lives of low- and moderate-income people.

- Enhances the Living Environment through New/Improved Affordability
- Creates Decent Housing with New/Improved Affordability
- Promotes Economic Opportunity through New/Improved Affordability

3) Sustainability

This category applies to proposals that are aimed at improving a community or neighborhood by helping to make it more livable or viable by providing a benefit to principally low-and moderate-income people or by removing or eliminating slums or blighted areas.

- Enhances the Living Environment through New/Improved Sustainability
- Creates Decent Housing with New/Improved Sustainability
- Promotes Economic Opportunity through New/Improved Sustainability

4) Please provide a brief explanation on how your proposal will address the selected program performance category. Describe the anticipated quantifiable results of your proposal for the selected category.

The improvements to the Senior Community Center will enable the Seniors and other visitors to the facility easier access, and will provide additional space for meals and recreational activities.

E. PROJECT BUDGET

Provide 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.

1) COMPLETE FOR PROJECTS INVOLVING CONSTRUCTION

	<u>County CDBG Share</u>	<u>Other Sources</u>
Architectural and engineering services	\$16,000	\$ _____
Site acquisition	\$ _____	\$ _____
Local review application	\$ _____	\$ _____
Construction	\$352,000	\$ _____
Other	\$ _____	\$ _____
	\$ _____	\$ _____
Total Costs	<u>\$368,000</u>	<u>\$ _0</u>
 Total Construction (CDBG + Other)		<u>\$368,000</u>

Estimator Name and Title:

2) COMPLETE FOR NON-CONSTRUCTION PROJECTS

	<u>County CDBG Share</u>	<u>Other Sources</u>
Personnel	\$ _____	\$ _____
Other: (describe cost components) _____	\$ _____	\$ _____
_____	\$ _____	\$ _____
_____	\$ _____	\$ _____
_____	\$ _____	\$ _____
_____	\$ _____	\$ _____
Total Costs	<u>\$ _0</u>	<u>\$ _0</u>
 Total Non-Construction (CDBG + Other)		<u>\$ _0</u>

3) Total Costs CDBG Share	<u>\$368,000.00</u>	
Total Costs Other Sources		<u>\$0.00</u>
Grand Total Construction and Non-Construction		<u>\$368,000.00</u>

4) Estimator Name and Title:

F. AMOUNT OF CDBG FUNDS REQUESTED

1) Amount of CDBG funds requested in this application:
Section E, CDBG Share)

Equals Total County CDBG Share, Section E **\$368,000**

3) 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): _____ \$ _____

Award Date: _____ Date Available: _____

Source(s): _____ \$ _____

Award Date: _____ Date Available: _____

Source(s): _____ \$ _____

Award Date: _____ Date Available: _____

Source(s): _____ \$ _____

Award Date: _____ Date Available: _____

Total of Other Sources **\$ 0**
(Should Equal "Total Costs Other Sources" Item 3 in
Section E on Page 4 of 9)

3) 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.

Name: Randolph Council

Phone: 760.367.7562

Signature: _____

Date: 12-11-2007

G. BENEFIT AREAS

This section requires a break down of the requested CDBG funds according to the proposed project's benefit area. Only enter amounts for communities where you intend to provide primary service. Partial funding of a project proposal may occur and must be considered when calculating a requested amount for more than one areas. **Each requested amount must be \$5,000 or greater and must be sufficient to provide the service within the identified city or unincorporated region.**

- 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 predominate 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.

	<u>Amount Requested</u>		<u>Amount Requested</u>
Adelanto	\$ _____	Montclair	\$ _____
Barstow	\$ _____	Needles	\$ _____
Big Bear Lake	\$ _____	Redlands	\$ _____
Colton	\$ _____	Twentynine Palms	\$276000
Grand Terrace	\$ _____	Yucaipa	\$ _____
Highland	\$ _____	Town of Yucca Valley	\$ _____
Loma Linda	\$ _____		

Funds Benefiting Cooperating Cities: Sub-total \$276,000

- 2) **Unincorporated Regions:** The following regions contain unincorporated areas covered by the County CDBG program. Please determine if the primary service area for your proposed project includes one or more of the following unincorporated areas. Check off the applicable community or communities. Enter the requested amount of CDBG funds needed to provide the proposed project to each applicable unincorporated area. Sub-total your entries below.

	<u>Amount Requested</u>
<input type="checkbox"/> Searles Valley and vicinity (in the First District)	\$ _____
<input type="checkbox"/> Hinkley/Lenwood <input type="checkbox"/> Newberry Springs <input type="checkbox"/> Baker / vicinity (in the First District)	\$ _____
<input checked="" type="checkbox"/> Wonder Valley <input type="checkbox"/> Colorado River areas (in the First District)	\$92,000
<input type="checkbox"/> Oro Grande <input type="checkbox"/> other unincorporated Victor Valley areas (in the First District)	\$ _____
<input type="checkbox"/> Phelan/Pinon Hills <input type="checkbox"/> El Mirage <input type="checkbox"/> Wrightwood / vicinity (in the First District)	\$ _____
<input type="checkbox"/> Lucerne Valley and vicinity (in the First District)	\$ _____
<input type="checkbox"/> Crestline/Cedarpines Park (in the Second District)	\$ _____
<input type="checkbox"/> West Fontana <input type="checkbox"/> Lytle Creek <input type="checkbox"/> Devore (in the Second District)	\$ _____
<input type="checkbox"/> Johnson Valley <input type="checkbox"/> Landers <input type="checkbox"/> Morongo Valley / vicinity (in the Third District)	\$ _____
<input type="checkbox"/> Joshua Tree and areas to the north and east (in the Third District)	\$ _____
<input type="checkbox"/> Lake Arrowhead <input type="checkbox"/> Running Springs <input type="checkbox"/> Big Bear Valley (in the Third District)	\$ _____
<input type="checkbox"/> Bryn Mawr <input type="checkbox"/> Del Rosa <input type="checkbox"/> Mentone (in the Third District)	\$ _____
<input type="checkbox"/> South Montclair <input type="checkbox"/> Northwest Chino (in the Fourth District)	\$ _____
<input type="checkbox"/> Muscoy <input type="checkbox"/> North Norton <input type="checkbox"/> Bloomington (in the Fifth District)	\$ _____
<input type="checkbox"/> Arrowhead Suburban Farms (in the Fifth District)	\$ _____
Other, Please specify <input type="text"/>	\$ _____

Funds Benefiting Unincorporated Regions: Sub-total \$92,000

- 3) **Total Funds:** The total amount of CDBG funds requested in Section G, (Cooperating Cities + Unincorporated Regions). **This amount must equal the amount of CDBG funds requested in this application on Line 1 in Section F.**

Total Funds Requested \$ 368,000

H. **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. Only applicants requesting funding for proposals for **CONSTRUCTION** group must complete this section. 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:

Senior Community Center Improvements

Legal / Incorporated Name of Prospective M & O Entity:

City of Twentynine Palms

Address:

6136 Adobe Road, Twentynine Palms, CA 92277

Federal I.D. Number of M & O Entity:

33-0265469

Name: Randolph Councill

Title: Community Services Dir.

Signature: _____

Date: 12-11-2007

2008-09 CONSTRUCTION AND OTHER COMMUNITY IMPROVEMENTS PROJECT PROPOSAL

2) ESTIMATED ANNUAL MAINTENANCE AND OPERATION BUDGET

M & O ANNUAL EXPENSES

	Estimated Dollar Value
UTILITIES	\$15,200
Electric	<u>\$6,500</u>
Water	<u>\$0</u>
Gas	\$ _____
Telephone	\$ _____
Disposal Service	\$ _____
Other _____	\$ _____
Sub-total	<u>\$21,700</u>

MATERIALS	
Janitorial Supplies	\$1,250
Office Supplies	\$ _____
Recreational Supplies	<u>\$0</u>
Ground Supplies	<u>\$8,850</u>
Other _____	\$ _____
Sub-total	<u>\$10,100</u>

MAINTENANCE – CAPITAL IMPROVEMENTS	
Building Repair	\$2,200
Maintenance of Equipment	<u>\$2,300</u>
Improvements to Property	<u>\$0</u>
Other _____	\$ _____
Sub-total	<u>\$4,500</u>

INSURANCE	
Liability	\$ _____
Fire	\$ _____
Other _____	\$ _____
Sub-total	<u>\$ 0</u>

PERSONNEL*	# OF	MAN-	
	PEOPLE	HOURS	
Maintenance	<u>1</u>	<u>2,080</u>	<u>\$56,000</u>
Secretary	_____	_____	\$ _____
Administrator	_____	_____	\$ _____
Program Staff	_____	_____	\$ _____
Other _____	_____	_____	\$ _____
Sub-total			<u>\$56,000</u>

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

M & O ANNUAL EXPENSE TOTAL **\$92,300**

REVENUE SOURCES (List out all sources such as budget sources, memberships, user fees, etc.)	
<u>User Fees, and General Funds</u>	<u>\$92,300</u>
_____	\$ _____
_____	\$ _____

BUDGETED REVENUE TOTAL **\$92,300**

ASSETS/LIABILITIES **REVENUE minus M & O EXPENSE** **\$ 0**

DETAILED PROJECT DESCRIPTION

(Continuation of Section B, Project Description, Page 1 of 9)

Within the space provided on this page, provide detailed information needed to fully describe the proposed project, its purpose and its beneficiaries. Please attach applicable maps, plans and brochures.

Senior Community Center Improvements	
Phase I	
1. Handicaped Access Improvements	\$30,000
2. Purchase Property to the South of Building	\$60,000
Phase II	
3. Construction of back covered patio & tables	\$87,000
Phase III	
4. Replace windows	\$76,000
Phase IV	
5. Automatic door opening on front of building	\$115,000
Total	\$368,000

PLEASE SUBMIT ONE SIGNED PAPER COPY OF EACH COMPLETED AND SIGNED PROJECT PROPOSAL TO: County of San Bernardino , Department of Community Development and Housing, 290 North "D" Street, Sixth Floor, San Bernardino, CA 92415-0040, Attention: Program and Compliance Section.

For assistance or information regarding the completion of this proposal, call (909) 388-0964. FAX (909) 388-0929.

This application form can be accessed in PDF form on CDH's Web Page at:
http://www.sbcounty.gov/eda/cdh/community_dev/cdbg_project.asp

Comdev/Consolidated Plan/2008-2009/CDBG Applications/Eapp/CDBG Construction App E-version 2008

COUNTY OF SAN BERNARDINO
DEPARTMENT OF COMMUNITY DEVELOPMENT AND HOUSING
2008-2009 COMMUNITY DEVELOPMENT BLOCK GRANT PROGRAM

- CONSTRUCTION AND OTHER COMMUNITY IMPROVEMENTS PROJECT PROPOSAL -

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; removal of architectural barriers; and economic development activities that create new jobs. Please use the "Public Service Program Proposal" forms, rather than this set of forms, for any activities to provide services to clients not involving construction of buildings or facilities.

Important: The U.S. Department of Housing and Urban Development (HUD) notified the County that the costs associated with subrecipient oversight of small grants far exceed the actual grant award. HUD recommended that the County increase the minimum grant awards in order to justify the administrative burden. Consequently, CDH requires CDBG awards of \$5,000 or more per city or unincorporated community to be served, and will use this grant minimum in making its recommendations for approved projects. See page 6 of 9 for more details.

Carefully read through the instructions and proposal forms. Answer all questions that are applicable to your project, as specifically and completely as possible. If more space is needed, attach separate sheets. Submit one (1) signed paper copy.

Submit one (1) signed hard (paper) proposal copy only to the address shown at the bottom of page 9.

A. APPLICANT INFORMATION

1) Name of Applicant Organization:

City of Twentynine Palms

2) Mailing Address:

6136 Adobe Road, Twentynine Palms, CA 92277

3) Contact Person:

Randolph Councill

4) Title:

Community Services Director

5) Phone: 760.367.7562 ext 112 FAX: 760.367.5704

6) Email: comserdr@ci.twentynine-palms.ca.us

B. PROJECT DESCRIPTION

1) 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 Proposal Instructions. A detailed project description is also required to be provided on Attachment A, page 9 of 9.

Knott's Sky Park Improvements

C. PROJECT CHARACTERISTICS

1) Name and address of the project site or facility:

Knott's Sky Park, El Sol Avenue, Twentynine Palms, CA 92277

2) Legal property owner:

City of Twentynine Palms

3) Local zoning restrictions that would affect the project:

None

4) Conditional use permit required? Yes No
If yes, attach a copy of the permit. If no, explain why:

5) Describe the community need(s) addressed by this proposal:

The City of Twentynine Palms is growing and is in great need for additional open space and park space with the needed infrastructure.

6) Describe the geographic boundaries of the neighborhood, community or region to be served by the project. This description must include service area boundaries if land acquisition or structural improvements are proposed (attach a map):

The City of Twentynine Palms, and the unincorporated areas of the Morongo Basin

7) If the project is a special economic development activity, estimate the number of new full time jobs to be created:
 Jobs low-and moderate-income jobs.

8) Name and Federal ID Number or social Security Number of the proposed grant recipient organization/agency::

33-0265469

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

10) Complete applicable items for all construction projects (including rehabilitation, acquisition and demolition).

Assessors 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 capacity of the facility:

Age of structure: Historic status:

*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

D. PERFORMANCE OUTCOME MEASUREMENT

The three program performance categories listed below are required under the CDBG program by the U.S. Department of Housing and Urban Development (HUD). Please check one or more box under the following program performance categories, that apply to your proposal.

1) Availability/Accessibility

This category applies to proposals that make services, infrastructure, housing, shelter or jobs available or accessible to low- and moderate-income people, including persons with disabilities.

- Enhances the Living Environment through New/Improved Accessibility
- Creates Decent Housing with New/Improved Availability
- Promotes Economic Opportunity through New/Improved Accessibility

2) Affordability

This category applies to proposals which provide affordability in a variety of ways in the lives of low- and moderate-income people.

- Enhances the Living Environment through New/Improved Affordability
- Creates Decent Housing with New/Improved Affordability
- Promotes Economic Opportunity through New/Improved Affordability

3) Sustainability

This category applies to proposals that are aimed at improving a community or neighborhood by helping to make it more livable or viable by providing a benefit to principally low-and moderate-income people or by removing or eliminating slums or blighted areas.

- Enhances the Living Environment through New/Improved Sustainability
- Creates Decent Housing with New/Improved Sustainability
- Promotes Economic Opportunity through New/Improved Sustainability

4) Please provide a brief explanation on how your proposal will address the selected program performance category. Describe the anticipated quantifiable results of your proposal for the selected category.

The improvements to Knott's Sky Park will enable the Community additional and improved facilities, allowing additional recreational programming, and recreational services. Thusly enhancing and improving the moral and welfare of the community. The development of Knott's Sky Park would also reduce the over use of Luckie Park.

E. PROJECT BUDGET

Provide 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.

1) COMPLETE FOR PROJECTS INVOLVING CONSTRUCTION

	<u>County CDBG Share</u>	<u>Other Sources</u>
Architectural and engineering services	\$70,000	\$ _____
Site acquisition	\$ _____	\$ _____
Local review application	\$ _____	\$ _____
Construction	\$2,883,000	\$ _____
Other	\$ _____	\$ _____
	\$ _____	\$ _____
Total Costs	\$2,953,000	\$ _0
 Total Construction (CDBG + Other)		<u>\$2,953,000</u>

Estimator Name and Title:

2) COMPLETE FOR NON-CONSTRUCTION PROJECTS

	<u>County CDBG Share</u>	<u>Other Sources</u>
Personnel	\$ _____	\$ _____
Other: (describe cost components) _____	\$ _____	\$ _____
_____	\$ _____	\$ _____
_____	\$ _____	\$ _____
_____	\$ _____	\$ _____
_____	\$ _____	\$ _____
Total Costs	\$ _0	\$ _0
 Total Non-Construction (CDBG + Other)		<u>\$ _0</u>

3) Total Costs CDBG Share	<u>\$2,953,000.00</u>	
Total Costs Other Sources		<u>\$0.00</u>
Grand Total Construction and Non-Construction		<u>\$2,953,000.00</u>

4) Estimator Name and Title:

F. AMOUNT OF CDBG FUNDS REQUESTED

1) Amount of CDBG funds requested in this application:
Section E, CDBG Share)

Equals Total County CDBG Share, Section E **\$2,953,000**

3) 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): _____ \$ _____

Award Date: _____ Date Available: _____

Source(s): _____ \$ _____

Award Date: _____ Date Available: _____

Source(s): _____ \$ _____

Award Date: _____ Date Available: _____

Source(s): _____ \$ _____

Award Date: _____ Date Available: _____

Total of Other Sources **\$ 0**
(Should Equal "Total Costs Other Sources" Item 3 in
Section E on Page 4 of 9)

3) 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.

Name: Randolph Council

Phone: 760.367.7562

Signature: _____

Date: 12-11-2007

G. BENEFIT AREAS

This section requires a break down of the requested CDBG funds according to the proposed project's benefit area. Only enter amounts for communities where you intend to provide primary service. Partial funding of a project proposal may occur and must be considered when calculating a requested amount for more than one areas. **Each requested amount must be \$5,000 or greater and must be sufficient to provide the service within the identified city or unincorporated region.**

- 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 predominate 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.

	<u>Amount Requested</u>		<u>Amount Requested</u>
Adelanto	\$ _____	Montclair	\$ _____
Barstow	\$ _____	Needles	\$ _____
Big Bear Lake	\$ _____	Redlands	\$ _____
Colton	\$ _____	Twentynine Palms	<u>\$2,214,750</u>
Grand Terrace	\$ _____	Yucaipa	\$ _____
Highland	\$ _____	Town of Yucca Valley	\$ _____
Loma Linda	\$ _____		

Funds Benefiting Cooperating Cities: Sub-total \$2,214,750

- 2) **Unincorporated Regions:** The following regions contain unincorporated areas covered by the County CDBG program. Please determine if the primary service area for your proposed project includes one or more of the following unincorporated areas. Check off the applicable community or communities. Enter the requested amount of CDBG funds needed to provide the proposed project to each applicable unincorporated area. Sub-total your entries below.

	<u>Amount Requested</u>
<input type="checkbox"/> Searles Valley and vicinity (in the First District)	\$ _____
<input type="checkbox"/> Hinkley/Lenwood <input type="checkbox"/> Newberry Springs <input type="checkbox"/> Baker / vicinity (in the First District)	\$ _____
<input checked="" type="checkbox"/> Wonder Valley <input type="checkbox"/> Colorado River areas (in the First District)	<u>\$738,250</u>
<input type="checkbox"/> Oro Grande <input type="checkbox"/> other unincorporated Victor Valley areas (in the First District)	\$ _____
<input type="checkbox"/> Phelan/Pinon Hills <input type="checkbox"/> El Mirage <input type="checkbox"/> Wrightwood / vicinity (in the First District)	\$ _____
<input type="checkbox"/> Lucerne Valley and vicinity (in the First District)	\$ _____
<input type="checkbox"/> Crestline/Cedarpines Park (in the Second District)	\$ _____
<input type="checkbox"/> West Fontana <input type="checkbox"/> Lytle Creek <input type="checkbox"/> Devore (in the Second District)	\$ _____
<input type="checkbox"/> Johnson Valley <input type="checkbox"/> Landers <input type="checkbox"/> Morongo Valley / vicinity (in the Third District)	\$ _____
<input type="checkbox"/> Joshua Tree and areas to the north and east (in the Third District)	\$ _____
<input type="checkbox"/> Lake Arrowhead <input type="checkbox"/> Running Springs <input type="checkbox"/> Big Bear Valley (in the Third District)	\$ _____
<input type="checkbox"/> Bryn Mawr <input type="checkbox"/> Del Rosa <input type="checkbox"/> Mentone (in the Third District)	\$ _____
<input type="checkbox"/> South Montclair <input type="checkbox"/> Northwest Chino (in the Fourth District)	\$ _____
<input type="checkbox"/> Muscoy <input type="checkbox"/> North Norton <input type="checkbox"/> Bloomington (in the Fifth District)	\$ _____
<input type="checkbox"/> Arrowhead Suburban Farms (in the Fifth District)	\$ _____
Other, Please specify <input type="text"/>	\$ _____

Funds Benefiting Unincorporated Regions: Sub-total \$738,250

- 3) **Total Funds:** The total amount of CDBG funds requested in Section G, (Cooperating Cities + Unincorporated Regions). **This amount must equal the amount of CDBG funds requested in this application on Line 1 in Section F.**

Total Funds Requested \$ 2,953,000

H. **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. Only applicants requesting funding for proposals for **CONSTRUCTION** group must complete this section. 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:

Knott's Sky Park Improvements

Legal / Incorporated Name of Prospective M & O Entity:

City of Twentynine Palms

Address:

6136 Adobe Road, Twentynine Palms, CA 92277

Federal I.D. Number of M & O Entity:

33-0265469

Name: Randolph Councill

Title: Community Services Dir.

Signature: _____

Date: 12-11-2007

2008-09 CONSTRUCTION AND OTHER COMMUNITY IMPROVEMENTS PROJECT PROPOSAL

2) ESTIMATED ANNUAL MAINTENANCE AND OPERATION BUDGET

M & O ANNUAL EXPENSES

	Estimated Dollar Value
UTILITIES	\$26,000
Electric	<u>\$4,000</u>
Water	<u>\$7,000</u>
Gas	\$ _____
Telephone	\$ _____
Disposal Service	\$ _____
Other _____	\$ _____
Sub-total	<u>\$37,000</u>

MATERIALS	
Janitorial Supplies	\$6,000
Office Supplies	\$ _____
Recreational Supplies	<u>\$2,000</u>
Ground Supplies	<u>\$35,000</u>
Other _____	\$ _____
Sub-total	<u>\$43,000</u>

MAINTENANCE – CAPITAL IMPROVEMENTS	
Building Repair	\$5,000
Maintenance of Equipment	<u>\$25,000</u>
Improvements to Property	<u>\$12,000</u>
Other _____	\$ _____
Sub-total	<u>\$42,000</u>

INSURANCE	
Liability	\$ _____
Fire	\$ _____
Other _____	\$ _____
Sub-total	<u>\$ 0</u>

PERSONNEL*	# OF	MAN-	
	PEOPLE	HOURS	
Maintenance	<u>1</u>	<u>2,080</u>	<u>\$56,000</u>
Secretary	_____	_____	\$ _____
Administrator	_____	_____	\$ _____
Program Staff	_____	_____	\$ _____
Other _____	_____	_____	\$ _____
Sub-total			<u>\$56,000</u>

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

M & O ANNUAL EXPENSE TOTAL **\$178,000**

REVENUE SOURCES (List out all sources such as budget sources, memberships, user fees, etc.)	
<u>User Fees, and General Funds</u>	<u>\$178,000</u>
_____	\$ _____
_____	\$ _____

BUDGETED REVENUE TOTAL **\$178,000**

ASSETS/LIABILITIES **REVENUE minus M & O EXPENSE** **\$ 0**

DETAILED PROJECT DESCRIPTION

(Continuation of Section B, Project Description, Page 1 of 9)

Within the space provided on this page, provide detailed information needed to fully describe the proposed project, its purpose and its beneficiaries. Please attach applicable maps, plans and brochures.

Knott's Sky Park Improvements	
Phase I	
1. Well	\$75,000
2. Irrigation	\$35,000
3. Hydro-Seeding	\$56,000
4. Trees & Shrubs	\$30,000
Phase II	
5. Restroom Facility	\$125,000
6. Playground (Done)	
Phase III	
7. Tennis Courts	\$225,000
8. Basketball Courts	\$210,000
9. Lighting of Courts	\$110,000
Phase IV	
10. Picnic Shelter	\$350,000
11. Restrooms	\$125,000
12. Tables, benches Trash Cont, Drinking Fount	\$60,000
Phase V	
13. Parking Lot #1	\$250,000
14. Parking Lot #2	\$300,000
Phase VI	
15. Horseshoe Pits	\$15,000
16. Bleachers	\$22,000
17. Trails	\$50,000
Phase VII	
18. Lighting of Parking & Walkways	\$190,000
19. Curb Gutter & Sidwalks	\$350,000
Phase VIII	
20. Skatepark	\$600,000
Total	\$2,953,000

PLEASE SUBMIT ONE SIGNED PAPER COPY OF EACH COMPLETED AND SIGNED PROJECT PROPOSAL TO: County of San Bernardino , Department of Community Development and Housing, 290 North "D" Street, Sixth Floor, San Bernardino, CA 92415-0040, Attention: Program and Compliance Section.

For assistance or information regarding the completion of this proposal, call (909) 388-0964. FAX (909) 388-0929.

This application form can be accessed in PDF form on CDH's Web Page at:
http://www.sbcounty.gov/eda/cdh/community_dev/cdbg_project.asp

Comdev/Consolidated Plan/2008-2009/CDBG Applications/Eapp/CDBG Construction App E-version 2008

COUNTY OF SAN BERNARDINO
DEPARTMENT OF COMMUNITY DEVELOPMENT AND HOUSING
2008-2009 COMMUNITY DEVELOPMENT BLOCK GRANT PROGRAM

- CONSTRUCTION AND OTHER COMMUNITY IMPROVEMENTS PROJECT PROPOSAL -

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; removal of architectural barriers; and economic development activities that create new jobs. Please use the "Public Service Program Proposal" forms, rather than this set of forms, for any activities to provide services to clients not involving construction of buildings or facilities.

Important: The U.S. Department of Housing and Urban Development (HUD) notified the County that the costs associated with subrecipient oversight of small grants far exceed the actual grant award. HUD recommended that the County increase the minimum grant awards in order to justify the administrative burden. Consequently, CDH requires CDBG awards of \$5,000 or more per city or unincorporated community to be served, and will use this grant minimum in making its recommendations for approved projects. See page 6 of 9 for more details.

Carefully read through the instructions and proposal forms. Answer all questions that are applicable to your project, as specifically and completely as possible. If more space is needed, attach separate sheets. Submit one (1) signed paper copy.

Submit one (1) signed hard (paper) proposal copy only to the address shown at the bottom of page 9.

A. APPLICANT INFORMATION

1) Name of Applicant Organization:

City of Twentynine Palms

2) Mailing Address:

6136 Adobe Road, Twentynine Palms, CA 92277

3) Contact Person:

Randolph Councill

4) Title:

Community Services Director

5) Phone: 760.367.7562 ext 112 FAX: 760.367.5704

6) Email: comserdr@ci.twentynine-palms.ca.us

B. PROJECT DESCRIPTION

1) 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 Proposal Instructions. A detailed project description is also required to be provided on Attachment A, page 9 of 9.

Luckie Park Improvements

C. PROJECT CHARACTERISTICS

1) Name and address of the project site or facility:

Luckie Park, 74362 Joe Davis Drive, Twentynine Palms, CA 92277

2) Legal property owner:

City of Twentynine Palms

3) Local zoning restrictions that would affect the project:

None

4) Conditional use permit required? Yes No

If yes, attach a copy of the permit. If no, explain why:

5) Describe the community need(s) addressed by this proposal:

The City of Twentynine Palms is growing and is in great need for additional open space and park space with the needed infrastructure.

6) Describe the geographic boundaries of the neighborhood, community or region to be served by the project. This description must include service area boundaries if land acquisition or structural improvements are proposed (attach a map):

The City of Twentynine Palms, and the unincorporated areas of the Morongo Basin

7) If the project is a special economic development activity, estimate the number of new full time jobs to be created:

Jobs low-and moderate-income jobs.

8) Name and Federal ID Number or social Security Number of the proposed grant recipient organization/agency::

33-0265469

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

10) Complete applicable items for all construction projects (including rehabilitation, acquisition and demolition).

Assessors parcel number: 623-161-04,05,06,07,

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 capacity of the facility:

Age of structure: Historic status:

*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

D. PERFORMANCE OUTCOME MEASUREMENT

The three program performance categories listed below are required under the CDBG program by the U.S. Department of Housing and Urban Development (HUD). Please check one or more box under the following program performance categories, that apply to your proposal.

1) Availability/Accessibility

This category applies to proposals that make services, infrastructure, housing, shelter or jobs available or accessible to low- and moderate-income people, including persons with disabilities.

- Enhances the Living Environment through New/Improved Accessibility
- Creates Decent Housing with New/Improved Availability
- Promotes Economic Opportunity through New/Improved Accessibility

2) Affordability

This category applies to proposals which provide affordability in a variety of ways in the lives of low- and moderate-income people.

- Enhances the Living Environment through New/Improved Affordability
- Creates Decent Housing with New/Improved Affordability
- Promotes Economic Opportunity through New/Improved Affordability

3) Sustainability

This category applies to proposals that are aimed at improving a community or neighborhood by helping to make it more livable or viable by providing a benefit to principally low-and moderate-income people or by removing or eliminating slums or blighted areas.

- Enhances the Living Environment through New/Improved Sustainability
- Creates Decent Housing with New/Improved Sustainability
- Promotes Economic Opportunity through New/Improved Sustainability

4) Please provide a brief explanation on how your proposal will address the selected program performance category. Describe the anticipated quantifiable results of your proposal for the selected category.

The improvements to Luckie Park will enable the Community additional and improved facilities, allowing additional recreational programming, and recreational services. Thusly enhancing and improving the moral and welfare of the community.

E. PROJECT BUDGET

Provide 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.

1) COMPLETE FOR PROJECTS INVOLVING CONSTRUCTION

	<u>County CDBG Share</u>	<u>Other Sources</u>
Architectural and engineering services	\$70,000	\$ _____
Site acquisition	\$ _____	\$ _____
Local review application	\$ _____	\$ _____
Construction	\$5727000	\$ _____
Other	\$ _____	\$ _____
	\$ _____	\$ _____
Total Costs	\$5,797,000	\$ _0
 Total Construction (CDBG + Other)		<u>\$5,797,000</u>

Estimator Name and Title:

2) COMPLETE FOR NON-CONSTRUCTION PROJECTS

	<u>County CDBG Share</u>	<u>Other Sources</u>
Personnel	\$ _____	\$ _____
Other: (describe cost components) _____	\$ _____	\$ _____
_____	\$ _____	\$ _____
_____	\$ _____	\$ _____
_____	\$ _____	\$ _____
_____	\$ _____	\$ _____
Total Costs	\$ _0	\$ _0
 Total Non-Construction (CDBG + Other)		<u>\$ _0</u>

3) Total Costs CDBG Share	<u>\$5,797,000.00</u>	
Total Costs Other Sources		<u>\$0.00</u>
Grand Total Construction and Non-Construction		<u>\$5,797,000.00</u>

4) Estimator Name and Title:

F. AMOUNT OF CDBG FUNDS REQUESTED

1) Amount of CDBG funds requested in this application:
Section E, CDBG Share)

Equals Total County CDBG Share, Section E **\$5,797,000**

3) 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): _____ \$ _____

Award Date: _____ Date Available: _____

Source(s): _____ \$ _____

Award Date: _____ Date Available: _____

Source(s): _____ \$ _____

Award Date: _____ Date Available: _____

Source(s): _____ \$ _____

Award Date: _____ Date Available: _____

Total of Other Sources **\$ 0**
(Should Equal "Total Costs Other Sources" Item 3 in
Section E on Page 4 of 9)

3) 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.

Name: Randolph Council

Phone: 760.367.7562

Signature: _____

Date: 12-11-2007

G. BENEFIT AREAS

This section requires a break down of the requested CDBG funds according to the proposed project's benefit area. Only enter amounts for communities where you intend to provide primary service. Partial funding of a project proposal may occur and must be considered when calculating a requested amount for more than one areas. **Each requested amount must be \$5,000 or greater and must be sufficient to provide the service within the identified city or unincorporated region.**

- 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 predominate 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.

	<u>Amount Requested</u>		<u>Amount Requested</u>
Adelanto	\$ _____	Montclair	\$ _____
Barstow	\$ _____	Needles	\$ _____
Big Bear Lake	\$ _____	Redlands	\$ _____
Colton	\$ _____	Twentynine Palms	\$4,348,000
Grand Terrace	\$ _____	Yucaipa	\$ _____
Highland	\$ _____	Town of Yucca Valley	\$ _____
Loma Linda	\$ _____		

Funds Benefiting Cooperating Cities: Sub-total \$4,348,000

- 2) **Unincorporated Regions:** The following regions contain unincorporated areas covered by the County CDBG program. Please determine if the primary service area for your proposed project includes one or more of the following unincorporated areas. Check off the applicable community or communities. Enter the requested amount of CDBG funds needed to provide the proposed project to each applicable unincorporated area. Sub-total your entries below.

	<u>Amount Requested</u>
<input type="checkbox"/> Searles Valley and vicinity (in the First District)	\$ _____
<input type="checkbox"/> Hinkley/Lenwood <input type="checkbox"/> Newberry Springs <input type="checkbox"/> Baker / vicinity (in the First District)	\$ _____
<input checked="" type="checkbox"/> Wonder Valley <input type="checkbox"/> Colorado River areas (in the First District)	\$1,449,000
<input type="checkbox"/> Oro Grande <input type="checkbox"/> other unincorporated Victor Valley areas (in the First District)	\$ _____
<input type="checkbox"/> Phelan/Pinon Hills <input type="checkbox"/> El Mirage <input type="checkbox"/> Wrightwood / vicinity (in the First District)	\$ _____
<input type="checkbox"/> Lucerne Valley and vicinity (in the First District)	\$ _____
<input type="checkbox"/> Crestline/Cedarpines Park (in the Second District)	\$ _____
<input type="checkbox"/> West Fontana <input type="checkbox"/> Lytle Creek <input type="checkbox"/> Devore (in the Second District)	\$ _____
<input type="checkbox"/> Johnson Valley <input type="checkbox"/> Landers <input type="checkbox"/> Morongo Valley / vicinity (in the Third District)	\$ _____
<input type="checkbox"/> Joshua Tree and areas to the north and east (in the Third District)	\$ _____
<input type="checkbox"/> Lake Arrowhead <input type="checkbox"/> Running Springs <input type="checkbox"/> Big Bear Valley (in the Third District)	\$ _____
<input type="checkbox"/> Bryn Mawr <input type="checkbox"/> Del Rosa <input type="checkbox"/> Mentone (in the Third District)	\$ _____
<input type="checkbox"/> South Montclair <input type="checkbox"/> Northwest Chino (in the Fourth District)	\$ _____
<input type="checkbox"/> Muscoy <input type="checkbox"/> North Norton <input type="checkbox"/> Bloomington (in the Fifth District)	\$ _____
<input type="checkbox"/> Arrowhead Suburban Farms (in the Fifth District)	\$ _____
Other, Please specify <input type="text"/>	\$ _____

Funds Benefiting Unincorporated Regions: Sub-total \$1,449,000

- 3) **Total Funds:** The total amount of CDBG funds requested in Section G, (Cooperating Cities + Unincorporated Regions). **This amount must equal the amount of CDBG funds requested in this application on Line 1 in Section F.**

Total Funds Requested \$ 5,797,000

H. **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. Only applicants requesting funding for proposals for **CONSTRUCTION** group must complete this section. 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:

Luckie Park Improvements

Legal / Incorporated Name of Prospective M & O Entity:

City of Twentynine Palms

Address:

6136 Adobe Road, Twentynine Palms, CA 92277

Federal I.D. Number of M & O Entity:

33-0265469

Name: Randolph Councill

Title: Community Services Dir.

Signature: _____

Date: 12-11-07

2008-09 CONSTRUCTION AND OTHER COMMUNITY IMPROVEMENTS PROJECT PROPOSAL

2) ESTIMATED ANNUAL MAINTENANCE AND OPERATION BUDGET

M & O ANNUAL EXPENSES

	Estimated Dollar Value
UTILITIES	\$65,000
Electric	<u>\$25,000</u>
Water	<u>\$12,000</u>
Gas	<u>\$5,000</u>
Telephone	\$ _____
Disposal Service	\$ _____
Other _____	\$ _____
Sub-total	<u>\$107,000</u>

MATERIALS	
Janitorial Supplies	<u>\$1,200</u>
Office Supplies	<u>\$4,500</u>
Recreational Supplies	<u>\$6,200</u>
Ground Supplies	<u>\$2,800</u>
Other _____	\$ _____
Sub-total	<u>\$14,700</u>

MAINTENANCE – CAPITAL IMPROVEMENTS	
Building Repair	<u>\$15,000</u>
Maintenance of Equipment	<u>\$2,200</u>
Improvements to Property	<u>\$3,200</u>
Other _____	\$ _____
Sub-total	<u>\$20,400</u>

INSURANCE	
Liability	\$ _____
Fire	\$ _____
Other _____	\$ _____
Sub-total	<u>\$ 0</u>

PERSONNEL*	# OF	MAN-	
	PEOPLE	HOURS	
Maintenance	<u>1</u>	<u>2,080</u>	<u>\$56,000</u>
Secretary	<u>1</u>	<u>2,080</u>	<u>\$56,000</u>
Administrator	_____	_____	\$ _____
Program Staff	<u>2</u>	<u>4,160</u>	<u>\$125,000</u>
Other _____	_____	_____	\$ _____
Sub-total			<u>\$237,000</u>

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

M & O ANNUAL EXPENSE TOTAL **\$379,100**

REVENUE SOURCES (List out all sources such as budget sources, memberships, user fees, etc.)

<u>User Fees, and General Funds</u>	<u>\$379,100</u>
_____	\$ _____
_____	\$ _____

BUDGETED REVENUE TOTAL **\$379,100**

ASSETS/LIABILITIES **REVENUE minus M & O EXPENSE** **\$ 0**

DETAILED PROJECT DESCRIPTION

(Continuation of Section B, Project Description, Page 1 of 9)

Within the space provided on this page, provide detailed information needed to fully describe the proposed project, its purpose and its beneficiaries. Please attach applicable maps, plans and brochures.

Luckie Park Improvements	
Phase I	
1. Restrooms for Skatepark (Done)	
2. Tile for Swimming Pool Restrooms (Done)	
3. Shade for Skatepark	\$35,000
4. Sand Volleyball Court	\$30,000
Phase II	
5. Replace Tennis Court Lights (New)	\$25,000
6. Stage attached to Racquetball Courts (New)	\$30,000
7. Replace Racquetball Court Doors (New)	\$25,000
8. Rehab Tile Floors Patriotic Hall	\$40,000
9. Air and Swamp Coolers Com Center	\$45,000
10. Air and Swamp Coolers Patriotic Hall	\$35,000
11. Com Center Kitchen Addition	\$100,000
12. Emergency Generator Com Center (Done)	
Phase III	
13. Water Play Park	\$600,000
14. Tennis Complex	\$525,000
15. Well	\$72,000
16. Landscaping	\$65,000
Phase IV	
17. Gymnasium and Parking	\$4,100,000
18. Engineering Services	\$70,000
Total	\$5,797,000

PLEASE SUBMIT ONE SIGNED PAPER COPY OF EACH COMPLETED AND SIGNED PROJECT PROPOSAL TO: County of San Bernardino, Department of Community Development and Housing, 290 North "D" Street, Sixth Floor, San Bernardino, CA 92415-0040, Attention: Program and Compliance Section.

For assistance or information regarding the completion of this proposal, call (909) 388-0964. FAX (909) 388-0929.

This application form can be accessed in PDF form on CDH's Web Page at:
http://www.sbcounty.gov/eda/cdh/community_dev/cdbg_project.asp

Comdev/Consolidated Plan/2008-2009/CDBG Applications/Eapp/CDBG Construction App E-version 2008

COUNTY OF SAN BERNARDINO
DEPARTMENT OF COMMUNITY DEVELOPMENT AND HOUSING
2008-2009 COMMUNITY DEVELOPMENT BLOCK GRANT PROGRAM

- CONSTRUCTION AND OTHER COMMUNITY IMPROVEMENTS PROJECT PROPOSAL -

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; removal of architectural barriers; and economic development activities that create new jobs. Please use the "Public Service Program Proposal" forms, rather than this set of forms, for any activities to provide services to clients not involving construction of buildings or facilities.

Important: The U.S. Department of Housing and Urban Development (HUD) notified the County that the costs associated with subrecipient oversight of small grants far exceed the actual grant award. HUD recommended that the County increase the minimum grant awards in order to justify the administrative burden. Consequently, CDH requires CDBG awards of \$5,000 or more per city or unincorporated community to be served, and will use this grant minimum in making its recommendations for approved projects. See page 6 of 9 for more details.

Carefully read through the instructions and proposal forms. Answer all questions that are applicable to your project, as specifically and completely as possible. If more space is needed, attach separate sheets. Submit one (1) signed paper copy.

Submit one (1) signed hard (paper) proposal copy only to the address shown at the bottom of page 9.

A. APPLICANT INFORMATION

1) Name of Applicant Organization:

City of Twentynine Palms

2) Mailing Address:

6136 Adobe Road, Twentynine Palms, CA 92277

3) Contact Person:

Randolph Councill

4) Title:

Community Services Director

5) Phone: 760.367.7562 ext 112 FAX: 760.367.5704

6) Email: comserdr@ci.twentynine-palms.ca.us

B. PROJECT DESCRIPTION

1) 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 Proposal Instructions. A detailed project description is also required to be provided on Attachment A, page 9 of 9.

Pioneer Park Expansion.

C. PROJECT CHARACTERISTICS

1) Name and address of the project site or facility:

Pioneer Park, 73637 Sullivan Ave., Twentynine Palms, CA 92277

2) Legal property owner:

City of Twentynine Palms

3) Local zoning restrictions that would affect the project:

None

4) Conditional use permit required? Yes No
If yes, attach a copy of the permit. If no, explain why:

5) Describe the community need(s) addressed by this proposal:

The City of Twentynine Palms is growing and is need of additional park space. The purchase of this property will enable the City to expand its park and facilities.

6) Describe the geographic boundaries of the neighborhood, community or region to be served by the project. This description must include service area boundaries if land acquisition or structural improvements are proposed (attach a map):

The City of Twentynine Palms, and the unincorporated areas of the Morongo Basin

7) If the project is a special economic development activity, estimate the number of new full time jobs to be created:
 Jobs low-and moderate-income jobs.

8) Name and Federal ID Number or social Security Number of the proposed grant recipient organization/agency::

33-0265469

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

10) Complete applicable items for all construction projects (including rehabilitation, acquisition and demolition).

Assessors 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 capacity of the facility:

Age of structure: Historic status:

*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

D. PERFORMANCE OUTCOME MEASUREMENT

The three program performance categories listed below are required under the CDBG program by the U.S. Department of Housing and Urban Development (HUD). Please check one or more box under the following program performance categories, that apply to your proposal.

1) Availability/Accessibility

This category applies to proposals that make services, infrastructure, housing, shelter or jobs available or accessible to low- and moderate-income people, including persons with disabilities.

- Enhances the Living Environment through New/Improved Accessibility
- Creates Decent Housing with New/Improved Availability
- Promotes Economic Opportunity through New/Improved Accessibility

2) Affordability

This category applies to proposals which provide affordability in a variety of ways in the lives of low- and moderate-income people.

- Enhances the Living Environment through New/Improved Affordability
- Creates Decent Housing with New/Improved Affordability
- Promotes Economic Opportunity through New/Improved Affordability

3) Sustainability

This category applies to proposals that are aimed at improving a community or neighborhood by helping to make it more livable or viable by providing a benefit to principally low-and moderate-income people or by removing or eliminating slums or blighted areas.

- Enhances the Living Environment through New/Improved Sustainability
- Creates Decent Housing with New/Improved Sustainability
- Promotes Economic Opportunity through New/Improved Sustainability

4) Please provide a brief explanation on how your proposal will address the selected program performance category. Describe the anticipated quantifiable results of your proposal for the selected category.

The expansion and development of Pioneer Park will enable the Community additional and improved facilities, allowing additional recreational programming, and recreational services. Thusly enhancing and improving the moral and welfare of the community. The acquisition of the properties along Adobe Road and Sullivan, will enable the City to develop better access to the park.

E. PROJECT BUDGET

Provide 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.

1) COMPLETE FOR PROJECTS INVOLVING CONSTRUCTION

	<u>County CDBG Share</u>	<u>Other Sources</u>
Architectural and engineering services	\$ _____	\$ _____
Site acquisition	\$450,000	\$ _____
Local review application	\$ _____	\$ _____
Construction	\$ _____	\$ _____
Other	\$ _____	\$ _____
	\$ _____	\$ _____
Total Costs	\$450,000	\$ _0
Total Construction (CDBG + Other)		\$450,000

Estimator Name and Title:

2) COMPLETE FOR NON-CONSTRUCTION PROJECTS

	<u>County CDBG Share</u>	<u>Other Sources</u>
Personnel	\$ _____	\$ _____
Other: (describe cost components) _____	\$ _____	\$ _____
_____	\$ _____	\$ _____
_____	\$ _____	\$ _____
_____	\$ _____	\$ _____
_____	\$ _____	\$ _____
Total Costs	\$ _0	\$ _0
Total Non-Construction (CDBG + Other)		\$ _0

3) Total Costs CDBG Share	\$450,000.00	
Total Costs Other Sources		\$0.00
Grand Total Construction and Non-Construction		\$450,000.00

4) Estimator Name and Title:

F. AMOUNT OF CDBG FUNDS REQUESTED

1) Amount of CDBG funds requested in this application:
Section E, CDBG Share)

Equals Total County CDBG Share, Section E \$450,000

3) 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): _____ \$ _____

Award Date: _____ Date Available: _____

Source(s): _____ \$ _____

Award Date: _____ Date Available: _____

Source(s): _____ \$ _____

Award Date: _____ Date Available: _____

Source(s): _____ \$ _____

Award Date: _____ Date Available: _____

Total of Other Sources \$ 0
(Should Equal "Total Costs Other Sources" Item 3 in
Section E on Page 4 of 9)

3) 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.

Name: Randolph Council

Phone: 760.367.7562

Signature: _____

Date: 12-11-2007

G. BENEFIT AREAS

This section requires a break down of the requested CDBG funds according to the proposed project's benefit area. Only enter amounts for communities where you intend to provide primary service. Partial funding of a project proposal may occur and must be considered when calculating a requested amount for more than one areas. **Each requested amount must be \$5,000 or greater and must be sufficient to provide the service within the identified city or unincorporated region.**

- 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 predominate 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.

	<u>Amount Requested</u>		<u>Amount Requested</u>
Adelanto	\$ _____	Montclair	\$ _____
Barstow	\$ _____	Needles	\$ _____
Big Bear Lake	\$ _____	Redlands	\$ _____
Colton	\$ _____	Twentynine Palms	\$350,000
Grand Terrace	\$ _____	Yucaipa	\$ _____
Highland	\$ _____	Town of Yucca Valley	\$ _____
Loma Linda	\$ _____		

Funds Benefiting Cooperating Cities: Sub-total \$350,000

- 2) **Unincorporated Regions:** The following regions contain unincorporated areas covered by the County CDBG program. Please determine if the primary service area for your proposed project includes one or more of the following unincorporated areas. Check off the applicable community or communities. Enter the requested amount of CDBG funds needed to provide the proposed project to each applicable unincorporated area. Sub-total your entries below.

	<u>Amount Requested</u>
<input type="checkbox"/> Searles Valley and vicinity (in the First District)	\$ _____
<input type="checkbox"/> Hinkley/Lenwood <input type="checkbox"/> Newberry Springs <input type="checkbox"/> Baker / vicinity (in the First District)	\$ _____
<input checked="" type="checkbox"/> Wonder Valley <input type="checkbox"/> Colorado River areas (in the First District)	\$100,000
<input type="checkbox"/> Oro Grande <input type="checkbox"/> other unincorporated Victor Valley areas (in the First District)	\$ _____
<input type="checkbox"/> Phelan/Pinon Hills <input type="checkbox"/> El Mirage <input type="checkbox"/> Wrightwood / vicinity (in the First District)	\$ _____
<input type="checkbox"/> Lucerne Valley and vicinity (in the First District)	\$ _____
<input type="checkbox"/> Crestline/Cedarpines Park (in the Second District)	\$ _____
<input type="checkbox"/> West Fontana <input type="checkbox"/> Lytle Creek <input type="checkbox"/> Devore (in the Second District)	\$ _____
<input type="checkbox"/> Johnson Valley <input type="checkbox"/> Landers <input type="checkbox"/> Morongo Valley / vicinity (in the Third District)	\$ _____
<input type="checkbox"/> Joshua Tree and areas to the north and east (in the Third District)	\$ _____
<input type="checkbox"/> Lake Arrowhead <input type="checkbox"/> Running Springs <input type="checkbox"/> Big Bear Valley (in the Third District)	\$ _____
<input type="checkbox"/> Bryn Mawr <input type="checkbox"/> Del Rosa <input type="checkbox"/> Mentone (in the Third District)	\$ _____
<input type="checkbox"/> South Montclair <input type="checkbox"/> Northwest Chino (in the Fourth District)	\$ _____
<input type="checkbox"/> Muscoy <input type="checkbox"/> North Norton <input type="checkbox"/> Bloomington (in the Fifth District)	\$ _____
<input type="checkbox"/> Arrowhead Suburban Farms (in the Fifth District)	\$ _____
Other, Please specify <input type="text"/>	\$ _____

Funds Benefiting Unincorporated Regions: Sub-total \$100,000

- 3) **Total Funds:** The total amount of CDBG funds requested in Section G, (Cooperating Cities + Unincorporated Regions). **This amount must equal the amount of CDBG funds requested in this application on Line 1 in Section F.**

Total Funds Requested \$ 450,000

H. **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. Only applicants requesting funding for proposals for **CONSTRUCTION** group must complete this section. 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:

Pioneer Park Expansion

Legal / Incorporated Name of Prospective M & O Entity:

City of Twentynine Palms

Address:

6136 Adobe Road, Twentynine Palms, CA 92277

Federal I.D. Number of M & O Entity:

33-0265469

Name: Randolph Councill

Title: Community Services Dir.

Signature: _____

Date: 12-11-2007

2008-09 CONSTRUCTION AND OTHER COMMUNITY IMPROVEMENTS PROJECT PROPOSAL

2) ESTIMATED ANNUAL MAINTENANCE AND OPERATION BUDGET

M & O ANNUAL EXPENSES

Estimated Dollar Value

UTILITIES

Electric		\$ _____
Water		\$ _____
Gas		\$ _____
Telephone		\$ _____
Disposal Service		\$ _____
Other _____		\$ _____
	Sub-total	\$ <u>0</u>

MATERIALS

Janitorial Supplies		\$ _____
Office Supplies		\$ _____
Recreational Supplies		\$ _____
Ground Supplies		\$ _____
Other _____		\$ _____
	Sub-total	\$ <u>0</u>

MAINTENANCE – CAPITAL IMPROVEMENTS

Building Repair		\$ _____
Maintenance of Equipment		\$ _____
Improvements to Property		\$ _____
Other _____		\$ _____
	Sub-total	\$ <u>0</u>

INSURANCE

Liability		\$ _____
Fire		\$ _____
Other _____		\$ _____
	Sub-total	\$ <u>0</u>

PERSONNEL*

	# OF PEOPLE	MAN- HOURS	
Maintenance	_____	_____	\$ _____
Secretary	_____	_____	\$ _____
Administrator	_____	_____	\$ _____
Program Staff	_____	_____	\$ _____
Other _____	_____	_____	\$ _____
			Sub-total
			\$ <u>0</u>

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

M & O ANNUAL EXPENSE TOTAL \$ 0

REVENUE SOURCES (List out all sources such as budget sources, memberships, user fees, etc.)

_____	\$ _____
_____	\$ _____
_____	\$ _____

BUDGETED REVENUE TOTAL \$ 0

ASSETS/LIABILITIES

REVENUE minus M & O EXPENSE \$ 0

DETAILED PROJECT DESCRIPTION

(Continuation of Section B, Project Description, Page 1 of 9)

Within the space provided on this page, provide detailed information needed to fully describe the proposed project, its purpose and its beneficiaries. Please attach applicable maps, plans and brochures.

The City of Twentynine Palms is growing and, the need and demand for open space and park facilities is also increasing. Currently the City has approximately 20 acres on Sullivan and Adobe Road. To make the park more functional and better access, the City needs to purchase 3 additional parcels on Adobe Road, and 1 parcel on Sullivan. Their purchase would allow for the expansion of the park, along with access of Adobe and Sullivan which are major artery roads.

PLEASE SUBMIT ONE SIGNED PAPER COPY OF EACH COMPLETED AND SIGNED PROJECT PROPOSAL TO: County of San Bernardino , Department of Community Development and Housing, 290 North "D" Street, Sixth Floor, San Bernardino, CA 92415-0040, Attention: Program and Compliance Section.

For assistance or information regarding the completion of this proposal, call (909) 388-0964. FAX (909) 388-0929.

This application form can be accessed in PDF form on CDH's Web Page at:
http://www.sbcounty.gov/eda/cdh/community_dev/cdbg_project.asp

Comdev/Consolidated Plan/2008-2009/CDBG Applications/Eapp/CDBG Construction App E-version 2008



STAFF REPORT

TO: City Council via City Manager
FROM: Finance Director
DATE: December 11, 2007

SUBJECT: City Financial Statement

RECOMMENDATION: Receive and file financial reports.

ORDER OF PROCEDURE:

- Request Staff Report (Ron Peck Presenting)
- Request Public Comment
- Council Questions of Staff
- Council Discussion
- Motion/Second
- Discussion of Motion
- Call the Question (roll call vote)

BACKGROUND:

The City Council received separately the Comprehensive Annual Financial Report, which presents all the financial activities of the City for the year ended June 30, 2007, and the fund balances as of that date.

The notes to the financial statements describe in detail the various activities and accounting procedures the City uses. The statistical section includes ten-year comparisons of revenue, expenditure and other information.

ALTERNATIVES:

There are no practical alternatives.

FISCAL IMPACT:

There is no fiscal impact.

Review of Staff Report:

City Manager

City Attorney

City Engineer

Department Head



STAFF REPORT

TO: Redevelopment Agency Board via Executive Director
FROM: Finance Director
DATE: December 11, 2007

SUBJECT: Redevelopment Agency (RDA) Annual Financial Report and other required reports

RECOMMENDATION:

The recommendation is that the Board receives the reports and adopts Resolution RDA 07-04.

ORDER OF PROCEDURE:

Request Staff Report (Ron Peck Presenting)
Request Public Comment
Council Questions of Staff
Council Discussion
Motion/Second
Discussion of Motion
Call the Question (roll call vote)

Attachments

1. Resolution RDA 07-04
2. Annual Financial Transactions Report
3. Statement of Indebtedness
4. Housing Activities and Blight Progress Report

BACKGROUND:

The following items are included for the review of the Board:

- A. The RDA Annual Financial and Compliance Report for the year ended June 30, 2007 (due to size this document was forwarded to the Board separately, but is available for public review at the front desk of City Hall)
- B. Resolution RDA 07-04
- C. The Annual Financial Transactions Report to the State Controller
- D. The Statement of Indebtedness that was prepared for the County Auditor/Controller
- E. The Housing Activities and Blight Progress Report

As the Board is aware, the RDA receives most of its income from tax increment. The tax increment results from the increase in property values since the inception of the Agency. Twenty percent of the amount received is set aside in a separate fund for improvements affecting low-to-moderate income housing. One of the major expenditures of the RDA is the pass-through of some of the taxes collected, back to the original taxing agencies (school, water, cemetery districts etc).

Review of Staff Report:

_____ City Manager

_____ City Attorney

_____ City Engineer

_____ Department Head

The RDA financials are included as part of the City financial statements. The purpose of a separate audit report is to monitor compliance with the California Health and Safety Code, which governs RDAs.

Annual Financial and Compliance Report

As previously stated, this report was given to the Board members prior to the City Council/RDA Board Meeting due to length. Within the report are provided two findings:

The first finding is on page 27 and is in regard to insufficient segregation of duties, which can occur when one person might handle multiple phases of a transaction. This phenomenon often occurs when staff levels are limited. The recommendation is that the Agency continues to implement safeguards all ready in place, and that the Board continues to be aware of the finding.

The second finding is on page 28 and is in regard to a failure to monitor affordable housing covenants. Staff is cognizant of the issue and has taken steps to hire an RDA consultant to develop a formal, written monitoring policy to enforce on a continual basis.

The State Health & Safety Code requires that the Board affirm that the planning and administrative charges to the Housing Fund were necessary. This is accomplished by Resolution RDA 07-04.

Staff is available to answer any questions you may have.

ALTERNATIVES: N/A

FISCAL IMPACT: N/A

RESOLUTION NO. RDA 07- 04

A RESOLUTION OF THE BOARD OF DIRECTORS OF THE TWENTYNINE PALMS REDEVELOPMENT AGENCY DETERMINING THAT THE PLANNING AND ADMINISTRATIVE EXPENDITURES OF THE LOW-TO-MODERATE-INCOME HOUSING FUND FOR THE YEAR ENDED JUNE 30, 2007 WERE NECESSARY.

WHEREAS, the Board of Directors of the Twentynine Palms Redevelopment Agency (Agency) have reviewed the audited Annual Financial and Compliance Report, The Annual Financial Transactions Report to the State Controller, the Statement of Indebtedness and the Housing and Activities and Blight Report ; and

WHEREAS, The Agency has incurred expenditures for planning and administration of the Low-to-Moderate-Income Housing Fund; and

WHEREAS, Those expenditures were necessary for the efficient operation of the Fund.

NOW, THEREFORE, BE IT RESOLVED that the Board of Directors of the Agency has determined that the planning and administrative expenditure of Low-to-Moderate-Income Housing Fund for the year ended June 30, 2007 were necessary for the improvement and/or preservation of low-and-moderate-income housing within the Redevelopment Area.

PASSED, APPROVED AND ADOPTED by the Board of Directors of the Redevelopment Agency at a regular meeting held on the 11th day of December 2007.

Redevelopment Agency Chair

ATTEST:

Charlene Sherwood, City Clerk/
Redevelopment Agency Secretary

I hereby certify that the foregoing Resolution was duly adopted by the City Council of the City of Twentynine Palms at a regular meeting thereof, held on the 11th day of December, 2007, by the following vote of the Council:

AYES: COUNCIL/BOARDMEMBERS:

NOES: COUNCIL/BOARDMEMBERS:

ABSENT: COUNCIL/BOARDMEMBERS:

Charlene Sherwood, City Clerk/
Redevelopment Agency Secretary

Oct. 2007 Community Development Report

Date	New Business Licenses Issued		New Residences	Building Permits Issued							Code Enforcement Actions							
	New	Renewals		New Multi-Family DU	New Commercial	Electrical, plumbing, structural or other	Residential Additions	Plans Check	Commercial Tenant Improvements	Complaints Received	Cases Opened	First Letters	Subsequent Letters	Citation	Notice to Abate	Cases Closed	Neighborhood Cleanup Remaining Open	Neighborhood Cleanup Closed
Nov '06	7	197	7	0	0	34	2	31	0	10	0	40	46	1	2	38	0	1
Dec '06	3	129	7	0	0	13	0	10	0	8	5	15	7	0	0	30	48	0
Jan '07	10	62	11	0	0	24	3	11	1	5	0	20	11	0	0	15	24	24
Feb '07	7	17	9	0	0	13	3	13	0	23	2	12	24	0	1	29	20	4
March '07	20	30	8	1	0	33	3	36	0	41	9	37	24	1	2	46	17	3
April '07	11	2	5	0	0	34	4	17	0	23	6	27	8	2	0	32	14	3
May '07	13	1	25	0	0	41	1	13	0	13	1	24	16	0	2	41	0	2
June '07	16	0	3	1	1	23	0	8	2	24	8	39	10	0	2	23	7	11
July '07	18	1	16	0	0	38	5	8	0	52	15	33	24	0	1	65	7	0
Aug '07	20	2	4	0	0	42	1	21	1	29	12	44	29	7	2	49	0	7
Sept '07	19	1	10	2	0	33	1	6	0	14	5	30	16	3	7	20	0	0
Oct '07	15	141	3	0	1	29	2	15	0	15	13	15	13	5	0	3	0	0
To Date Totals	144	442	108	4	2	357	25	189	4	0	76	336	228	19	19	391	137	55

Oct. 2007 - 3 new single family residential units, 0 new RM units

Building permits (fiscal year)

SFR UNITS

MFR UNITS Total

07/08	33	2	35
06/07	155	24	179
05/06	330	91	421
04/05	237	19	256
03/04	67	0	67
02/03	12	0	12
01/02	10	0	10
00/01	5	0	5

Phone Calls - Oct. 2007

GB	72
BS	376
VG	335
GA	310
KC	Not available
AM	219

TOTAL CALLS Oct. 1312





STAFF REPORT

TO: City Council
FROM: City Manager
DATE: December 11, 2007

SUBJECT: Update of Management Action Plan

RECOMMENDATION: Review and provide direction to staff as appropriate.

ORDER OF PROCEDURE:

Request Staff Report (Michael Tree Presenting)
Council Questions of Staff
Provide Direction as Appropriate

Attachments

1. Management Action Plan
2. Council Planning Calendar

BACKGROUND: Utilizing the City Council's FY 2007/08 Goals and Strategies, staff has organized a FY 2007/08 Management Action Plan (MAP) that details the action items necessary by staff to reach the goals. The MAP is provided to the City Council on a monthly basis to provide updates on actions taken.

The MAP also has deadlines associated with the action items. For most of the strategies these deadlines culminate with a report and/or action item to be received and/or considered by the City Council.

In an effort to assist the City Council staff has also prepared a FY 2007/08 City Council Meeting Planning Document that is linked to the deadlines in the MAP. This document will keep staff focused and allow the Council to see the year of reports and action items to be received and considered.

ALTERNATIVES: N/A

FISCAL IMPACT: N/A

Review of Staff Report: _____
City Manager City Attorney City Engineer Department Head



STAFF REPORT

TO: City Council via City Manager
FROM: Finance Director
DATE: December 11, 2007

SUBJECT: Purchases through the State bid list.

RECOMMENDATION: The City Council approve the Finance Task Force recommendation.

ORDER OF PROCEDURE:

Request Staff Report (Ron Peck Presenting)
Request Public Comment
Council Questions of Staff
Council Discussion
Motion/Second
Discussion of Motion
Call the Question (roll call vote)

BACKGROUND:

Staff has been looking into the State bid list to streamline purchasing procedures. The State code allows local governments to purchase items off the list without the need for further bidding, since the State has already held competitive bidding. The Finance Task Force discussed the issue in their meeting on November 29 and recommends that the State bid list be used when multiple items or large amounts are involved, but for day-to-day supplies and equipment, the purchases be made locally.

ALTERNATIVES:

Go through a bidding process for all purchases regardless of whether they are on the State bid list.

FISCAL IMPACT:

There will be a savings in staff time.

Review of Staff Report:

City Manager

City Attorney

City Engineer

Department Head



STAFF REPORT

TO: Twentynine Palms Redevelopment Agency Board
FROM: Executive Director
DATE: December 11, 2007

SUBJECT: Twentynine Palms Redevelopment Agency Midterm Review and Amendment to the 2004-09 Five Year Implementation Plan and Approval of Ten-Year Housing Compliance Plan

RECOMMENDATION: Staff recommends that the Twentynine Palms Redevelopment Agency Board of Directors (1) hold a public hearing to receive community input regarding the Midterm Update of the Five year Implementation Plan, (2) approve the midterm update of the 2004-2009 Five Year Implementation Plan, and (3) approve the Ten Year Housing Compliance Plan.

ORDER OF PROCEDURE:

Request Staff Report (Frank Spevacek of RSG Presenting)
Council Questions of Staff
Open Public Hearing
Close Public Hearing
Council Discussion
Motion/Second
Discussion of Motion
Call the Question (roll call vote)

<p><i>Attachments</i></p> <ol style="list-style-type: none">1. Midterm Review2. Ten Year Housing Compliance Plan

BACKGROUND: The midterm review of the Twentynine Palms Redevelopment Agency (“Agency”) 2004-2009 Five Year Implementation Plan (“Implementation Plan”) is prepared to fulfill the requirement of Health and Safety Code 33490 which requires that an implementation plan must be reviewed at least once during the five year term. The purpose of the midterm review is to evaluate the Agency’s progress with implementing projects and programs that should be removed from or added to the Implementation Plan. The midterm review summarizes the implementation actions that have taken place since the Implementation Plan was adopted. It also presents proposed projects and programs that the agency staff recommends be added to the Implementation Plan.

The Ten Year Housing Compliance Plan (“Compliance Plan”) was prepared to fulfill the requirement of Health and Safety Code 33490 which requires that an implementation plan includes a ten-year housing compliance plan. The Ten-Year Housing Compliance Plan incorporates an update of the Agency’s affordable housing production activities since 1994, and

Review of Staff Report: _____
City Manager City Attorney City Engineer Department Head

presents a new affordable housing production plan for housing projects for the ten year planning period beginning in fiscal year 2004-2005. The Compliance Plan has been developed to accomplish several other goals including: to project the availability of City/Agency and other revenue sources for funding affordable housing production; to identify implementation policies/programs and potential sites for affordable housing development; to verify that expenditure of the Housing Set Aside Fund is meeting targeting requirements; to establish a timeline for implementing this Compliance Plan to ensure that the inclusionary housing requirements of Section 33413 are met during the 10 year period between 2004-05 and 2013-14; and to review the affordable housing goals, objectives, and programs contained in the City of Twentynine Palms' Housing Element to confirm that this Compliance Plan is consistent with the Housing Element.

ANALYSIS:

Redevelopment agencies are required by California Community Redevelopment Law ("Law") to ensure that at least 30% of all new or substantially rehabilitated units developed by an agency are available at affordable costs to households of very low, low or moderate income. Preparation of the Housing Compliance Plan identified that the Agency has not met their inclusionary housing requirements pursuant to Section 33413 of the Law. An affordable housing production need of 109 affordable units, of which 65 are affordable to very low income units, is needed to satisfy inclusionary production needs during the ten year planning period of the Housing Compliance Plan and prior years' production needs. The Agency completed five very low income units during the prior ten year period, and is making every effort to meet all inclusionary housing requirements prior to the end of the current ten year period.

The Agency's Housing Set Aside Fund is to be expended in proportion to the community's population of very low and low income households, as well as the proportion of the population over the age of 65. 23% of Housing Set Aside expenditures must be spent on very low income households, and 16% must be spent on low income households. According to the 2000 Census, 9% of the Twentynine Palms population is over the age of 65. Therefore, the amount of Housing Set Aside spent on households over the age of 65 is 9%.

The 2004-2009 Implementation Plan described the following programs and activities that the Agency planned to pursue in order to eliminate blight and meet its requirements on providing low and moderate income housing:

- Downtown Plans
- Downtown Enhancements
- Joshua Tree National Park Visitors Center
- National Park Drive Landscape Median
- Land Acquisition
- Owner Participation Agreements
- Affordable Housing Programs

The midterm review of the 2004-2009 Implementation Plan includes the above programs, with the exception of the Owner Participation Agreements. This project has been restructured and is now incorporated into the Land Acquisition Program. The Agency also added the following new projects/program proposals:

- **Infrastructure Assistance:** Improvements to infrastructure such as curb, gutter, and sidewalk work for local business owners.

- **Storefront Improvement Program:** Assistance to commercial property owners within the Project Area for use in enhancing the exterior appearance of the property.
- **Historic Plaza:** Improvements to include redesign of parking lot, sidewalk improvements, and street furniture.
- **Community Cleanup Program:** Graffiti cleanup, trash removal, and other one-time expenses to cleanup blight in the Project Area.

FISCAL IMPACT:

Expenditures on the above listed projects and programs could be up to \$5.9 million during the planning period 2004-09; however, all projects and programs must be approved by the Board before money is expended.

Expenditures on affordable housing programs during the planning period 2005-2014 could be up to \$6.2 million; however, all projects and programs must be approved by the Board before money is expended.

TWENTYNINE PALMS REDEVELOPMENT AGENCY
6136 Adobe Road, Twentynine Palms, CA 92777



Ten Year Housing Compliance Plan 2004-05 to 2013-14 Planning Period

Adopted December __, 2007



ROSENOW SPEVACEK GROUP INC.
309 WEST 4TH STREET
SANTA ANA, CALIFORNIA
92701-4502

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E INFO@WEBRSG.COM
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INTRODUCTION

This document is the **Ten Year Housing Compliance Plan** ("Compliance Plan") for the Twentynine Palms Redevelopment Agency ("Agency"). The Compliance Plan incorporates an update of the Agency's affordable housing production activities since 1994, and presents a new affordable housing production plan for housing projects for the ten year planning period beginning in fiscal year 2004-05.

The Redevelopment Plan for the Twentynine Palms Downtown Redevelopment Project ("Redevelopment Plan") was adopted on December 14, 1993. The Redevelopment Plan limits are shown in Exhibit 1. The Agency is responsible to ensure adequate affordable housing in the Twentynine Palms Four Corners Project Area ("Project Area") that is consistent with the Redevelopment Plan and the City's Housing Element, and meets the requirements of the California Community Redevelopment Law ("Law").

Redevelopment Plan Limits		Table 1
Plan Adoption		December 14, 1993
Time Limitations		
Acquisition of Land Through Eminent Domain		December 14, 2005
Final Date to Incur Indebtedness		Eliminated
Effectiveness of Redevelopment Plan		December 14, 2033
Final Date to Collect Tax Increment		December 14, 2043
Financial Limitations		
Outstanding Bonding Indebtedness Limit		\$100,000,000
Cumulative Tax Increment Limit		\$500,000,000

COMPLIANCE PLAN OBJECTIVES

This Compliance Plan has been developed to accomplish the following goals:

- To account for the number of affordable dwelling units, either constructed or substantially rehabilitated, in the Project Areas since their adoption;
- To review affordable housing production needs and activities since 1994;
- To forecast the estimated number of dwelling units to be privately developed or substantially rehabilitated in the Project Area between 2004-05 and 2013-14 and over the duration of the Redevelopment Plan;
- To forecast the estimated number of dwelling units to be developed or substantially rehabilitated in the Project Area by the Agency between 2004-05 and 2013-14;
- To project the availability of City/Agency and other revenue sources for funding affordable housing production;
- To identify implementation policies/programs and potential sites for affordable housing development;

- To verify that expenditure of the Housing Set Aside Fund is meeting targeting requirements;
- To establish a timeline for implementing this Compliance Plan to ensure that the inclusionary housing requirements of Section 33413 are met during the 10 year planning period between 2004-05 and 2013-14; and
- To review the affordable housing goals, objectives, and programs contained in the City of Twentynine Palms' Housing Element ("Housing Element") to confirm this Compliance Plan is consistent with the Housing Element.

Housing Production

Since 1976, redevelopment and community development agencies have been required to ensure that at least 30% of all new or substantially rehabilitated units developed by an agency are available at affordable costs to households of very low, low, or moderate income. Of this 30%, not less than 50% are required to be available at affordable costs to very low income households. Further, for all units developed by entities other than an agency, the Law requires that at least 15% of all new or substantially rehabilitated dwelling units within the project area be made available at affordable costs to low or moderate income households. Of these, not less than 40% of the dwelling units are required to be available at affordable costs to very low income households.

To estimate the number of housing units that need to be affordable to households earning less than 120% of the County of San Bernardino median income, the Agency estimated the total number of units to be constructed or substantially rehabilitated in the Project Area and applied the formulas mandated by the Law.

The chart below summarizes the production goals over various time periods as required by the Law. The number of affordable units required is based on statutory thresholds, and the Agency is responsible for ensuring that the appropriate number of affordable units are created during the planning period.

Calculation of Housing Production Needs by Time Period

		1994-2004	2005-2014	2015-2032
Assumed Housing Units				
Constructed or Substantially Rehabilitated in the Project Area ¹	Privately Developed	217	1,194	1,500
	Agency Developed	0	0	0
	Total	217	1,194	1,500
Required Affordable Units ²	Privately Developed	33	179	225
	<i>Very Low Units</i>	<i>13</i>	<i>72</i>	<i>90</i>
	Agency Developed	0	0	0
	<i>Very Low Units</i>	<i>0</i>	<i>0</i>	<i>0</i>
Total		33	179	225

Notes:

¹ Based on Metroscan data and staff estimates

² Based on 15% of assumed units by entities other than the Agency and 40% of those units must be very low.

As shown in the previous table, the Agency anticipates a need for 179 affordable units (including 72 very low income units) to fulfill its production goals for the planning period. Fulfillment of these productions goals, including prior years, is shown on the next table.

Fulfillment of Housing Production by Time Period

	Required Affordable Units		Affordable Units to be Produced During Period ¹		Remaining Balance (Surplus)/Deficit	
	Total	VL	Total	VL	Total	VL
1994-2004	33	13	5	5	28	8
2005-2014	179	72	98	15	81	57
2015-2032 Redevelopment Plan Duration	225	90			225	90

¹ This column reflects actual units produced for past years and the number of units that need to be produced for future years.

As shown in the above chart, the Project Area has a 28 unit affordable housing production need from the previous ten-year period as well as an additional 81 unit affordable housing production need for this period. Of these 109 units, 65 are required to be very low income units in order to fulfill the requirements for the planning period and prior years production needs. The Agency is considering options to meet this production goal for affordable housing projects both inside and outside of the Project Area over the planning period and the duration of Redevelopment Plan. The Agency is making every effort to meet inclusionary housing requirements prior to end of the Redevelopment Plan effectiveness. If the Agency is unsuccessful, they are able receive tax increment until inclusionary housing needs are satisfied.

Replacement Housing

When an existing affordable housing unit is destroyed by an Agency supported project, the Agency is responsible for replacing the unit at an affordable cost to persons of the same or lower income category. This requirement is triggered when the Agency has a written agreement or provides financial support to a project that demolishes housing that was occupied by a low or moderate income household. The Agency must provide replacement housing within four years of displacement.

During the ten year planning period the Agency does not anticipate the destruction or removal of any affordable housing units. Consequently, the Agency does not have nor anticipate the need for any replacement housing units.

Household Types

Changes to Section 33334.4(b), serve to modify the previous limitation that each agency expend over the duration of each implementation plan, the monies in its Low and Moderate Income Housing Fund “in at least the same proportion as the low-income population under age 65 bears to the total low-income population of the community as reflected in the most recent census”. The new language provides a higher level of specificity as follows: “in at least the same proportion as the number of low-income households with a member under age 65 years bears to the total number of low-income households of the community as reported in the most recent census”. The potential impact of the change is difficult to assess

in that the census bureau does not provide a data set that reflects the new requirement leaving the burden on local jurisdictions to determine. As a practical matter, the prior language may continue to be used since the available data set for seniors age 65 and over could arguably reflect only households comprised of such seniors.

The following chart illustrates the thresholds for housing program expenditures required over the Compliance Plan planning period. Values for the percentage of housing set aside expenditures were based on the San Bernardino County Association of Governments Regional Housing Needs Plan and 2000 Census data.

Household Type	Minimum Percentage of Housing Set Aside Expenditures over Implementation Plan
Very Low Income Households¹ Households earning less than 50% of County median income.	23%
Low Income Households Households earning less than 80% of County median income.	16%
Households Under Age 65² Percentage of expenditures for housing to households under the age of 65 based on 2000 Census data for the City, wherein 13,491 residents of the total population of 14,764 are under the age of 65.	91%
Households Over Age 65 Percentage of expenditures for housing to households over the age of 65 based on 2000 Census data for the City, wherein 1,273 residents of the total population of 14,764 are over the age of 65.	9%

¹ Expenditures for very low income and low income households are minimum requirements.

² Expenditures for households under the age of 65 and over the age of 65 are maximum requirements.

Units Assisted by Housing Set Aside Fund

The Law also requires a review of the number of affordable housing projects funded through Housing Set Aside Fund expenditures during the planning period for the previously adopted AB1290 Implementation Plan. The chart below summarizes these statistics by project from Fiscal Year 1998-1999 through Fiscal Year 2003-2004.

Project/Location	Housing Set-Aside Expenditures	Units Assisted by Housing Set Aside Fund (1999-2004)				
		Very Low	Low	Mod.	Total	Senior
Affordable Housing Projects Purchase of Low Income Properties	50,000		5			
Total Expenditure	\$50,000		5			

Based on the expenditures listed in the above table, the Agency is currently not meeting their targeting requirements concerning expenditures of the Housing Set Aside Fund on very low and low income households. The Agency will focus on expending funds on the appropriate income-level for the remainder of the ten-year period.

ESTIMATED HOUSING PROGRAM RESOURCES

One of the Agency's primary sources of revenues for housing program implementation is the annual 20% housing set-aside deposits. The Law requires that not less than twenty percent (20%) of all tax increment revenue allocated to the Agency must be used to increase, improve, and preserve the community's supply of housing available, at affordable housing cost, to persons and families of very low, low, and moderate incomes.

The Housing Set Aside Fund balance as of July 1, 2004 was \$264,972. The Housing Fund is expected to receive \$3,319,953 of tax increment revenue over the term of the Compliance Plan planning period. Anticipated encumbrances during this period entail administration and consulting of \$682,027, and \$2,715,000 for planned projects. The table below details a cash flow for the Housing Fund.

	Year 1 2004-05	Year 2 2005-06	Year 3 2006-07	Year 4 2007-08	Year 5 2008-09	Year 6 2009-10	Year 7 2010-11	Year 8 2011-12	Year 9 2012-13	Year 10 2013-14	Total
Beginning Cash Balance	\$264,972	\$316,319	\$409,440	\$673,393	\$943,393	\$1,111,143	\$473,643	\$814,893	\$1,204,393	\$1,659,893	
Total Revenue	\$79,604	\$104,599	\$291,500	\$328,000	\$315,000	\$362,500	\$376,250	\$424,500	\$490,500	\$547,500	\$3,319,953
Total Available Funds	\$344,576	\$420,918	\$700,940	\$1,001,393	\$1,258,393	\$1,473,643	\$849,893	\$1,239,393	\$1,694,893	\$2,207,393	
Programs and Projects											
Administration and Consulting	34,339	24,891	27,547	58,000	147,250	250,000	35,000	35,000	35,000	35,000	682,027
Program and Project Costs						750,000					1,965,000
Senior Housing Project											
Total Program and Projects Cost	\$34,339	\$24,891	\$27,547	\$58,000	\$147,250	\$1,000,000	\$35,000	\$35,000	\$35,000	\$2,000,000	\$3,397,027
Funds Remaining at Year End	\$310,237	\$396,027	\$673,393	\$943,393	\$1,111,143	\$473,643	\$814,893	\$1,204,393	\$1,659,893	\$207,393	

AFFORDABLE HOUSING PROGRAM ~ 2005 THRU 2014

The Agency's main priority is to create affordable housing units both inside and outside of the Project Area with affordability restricted covenants. During the planning period, the Agency will implement the affordable housing component by undertaking the following projects and programs:

Project/Description	Estimated Low-Moderate Income Housing Fund Investment
<p>Senior Affordable Housing Project</p> <p>The Agency created this program to help facilitate the development of low and moderate income senior housing units in the Downtown Area.</p> <p>Facilitation of this program will increase and preserve the community's supply of affordable housing.</p> <p><i>Timeframe.....2008-09</i></p>	<p>\$750,000</p> <p>Tax Increment</p>
<p>Single Family Rehabilitation Program</p> <p>This program allows for a wide variety of residential repairs and improvements to single family homes in the Project Area. The program requires that the property be owner occupied, in need of repair, and that applicants conform with the 80% area median income limitation.</p> <p><i>Timeframe.....Ongoing</i></p>	<p>To be Determined</p> <p>Tax Increment</p>
<p>Total Estimated Low-Moderate Income Housing Fund Investment</p>	<p>\$750,000</p>

Housing Element Consistency

There is consistency between the City of Twentynine Palms' Housing Element and the Agency's Affordable Housing Program. A major focal point of the goals, policies and objectives of the Housing Element is to provide housing for all economic segments of the City, especially lower income families. The primary goal and objective of the Agency is also to improve and increase the supply of affordable housing within the City. Both the Housing Element and the Agency Affordable Housing program are aimed at providing family oriented housing in a wide range of sizes and costs in order to promote and retain the community's hometown character.

MEMORANDUM

TO: Honorable Mayor and City Council Members, City of Twentynine Palms
FROM: City Attorney's Office, Rutan & Tucker, LLP
DATE: December 7, 2007
FILE NO.: 014122-0001
RE: Proposed Ordinance Banning Plastic Grocery Bags

I. ISSUE PRESENTED

The City is concerned with the effect of plastic grocery bags on the environment of the City, and is interested in pursuing an ordinance banning the use of plastic grocery bags by certain retail establishments in the City (the "Proposed Ordinance"). What are the legal issues surrounding such a ban?

II. BRIEF ANSWER

Because of recently enacted State law, the City may not impose a fee or tax on the use of plastic grocery bags. Thus, the only avenue available to the City to reduce the use of plastic bags is an outright ban. Unfortunately, local ordinances enacting such bans have been, and presumably will continue to be challenged by a nonprofit organization comprised of plastic bag manufacturers.

III. ANSWER

There are two possible approaches to the plastic bag problem deserving of analysis. The first approach – imposing a fee or tax on stores using plastic bags – has been effectively prohibited by the state Legislature, and is therefore unavailable. The second approach – enacting an outright ban on the use of plastic bags – will probably be subject to environmental review, as well as litigation.

A. Fee/Tax Not Permitted Under Recently Enacted Legislation

In 1996, AB 2449 was signed into law, and became effective on July 1 of this year. That bill, now sections 42250-42257 of the Public Resources Code, establishes a six year pilot program that requires supermarkets and stores with over 10,000 square feet of retail space and a pharmacy to create an in-store recycling program for the collection and recycling of plastic carry out bags. The bill also requires plastic bags provided by the store to have "please return to a participating store for recycling" printed on the bag, imposes record keeping requirements and requires reusable bags to be made available for purchase.

Most important for this analysis, the bill bars cities from imposing a plastic carryout bag fee upon a store that is in compliance with the bill's requirements. In other words, **cities are effectively prohibited from imposing their own plastic bag fee or tax.** However, a city is

Honorable Mayor and City Council Members,
City of Twentynine Palms
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permitted to impose fines (\$500 for the first violation, \$1,000 for the second, \$2,000 for the third and any subsequent violations) for violations of the bill's requirements.

B. Plastic Bag Ban

While AB 2449 bars a city from imposing its own fee or tax on plastic bags, it does not explicitly bar imposition of an outright plastic bag ban. However, such a ban will nonetheless probably be subject to costly environmental review and legal challenge.

On March 27, 2007, San Francisco enacted the country's first plastic grocery bag ban, prohibiting the use of plastic bags and giving stores the option of using compostable or reusable bags. The ordinance also provides for fines for violations of the ordinance. San Francisco's ordinance appears to have escaped legal challenge.

Following San Francisco's lead, two cities (Oakland and Fairfax) passed ordinances banning the use of plastic bags by grocery stores and other large retailers. Both were subsequently sued by a nonprofit organization comprised of plastic bag manufacturers (the "Nonprofit"). The lawsuits challenged the legality of the plastic bag ban ordinance under the California Environmental Quality Act ("CEQA"). Attorneys for Oakland and Fairfax stated that any plastic bag ban proposed or enacted by a city in California will probably be challenged by the Nonprofit. Further discussion of these legal challenges will be discussed in closed session.

IV. CONCLUSION

Because of recently enacted State law, the City may not impose a fee or tax on the use of plastic grocery bags. Thus, the only avenue available to the City to reduce the use of plastic bags is an outright ban. Unfortunately, local ordinances enacting such bans have been, and presumably will continue to be subject to legal challenge under CEQA.



STAFF REPORT

TO: City Council and City Manager
FROM: Community Services Director
DATE: December 11, 2007

SUBJECT: Development of a Community Services Youth Advisory Commission

RECOMMENDATION: The recommendation is that the City Council approves the formation of a Community Services Youth Advisory Commission and appoints a City Council member to serve as the City Council liaison to the Commission.

ORDER OF PROCEDURE:

Request Staff Report (Randy Councell Presenting)
Request Public Comment
Council Questions of Staff
Council Discussion
Motion/Second
Discussion of Motion
Call the Question (voice vote)

BACKGROUND: During the past year, the City Council has expressed an interest in forming a Community Services Youth Advisory Commission ("Commission"). Mayor Joel Klink has provided volunteer work with Recreation Construction Specialist Kevin Cole to create the following recommendations to the Council in regard to the formation of the Commission:

It is envisioned the Commission would be appointed by the City Council and work under the direction of the Community Services Department. Staff would work with the Morongo Unified School District to obtain representation from the Elementary, Junior High and High School. The suggested Commission size is seven students. It is anticipated that each Commissioner appointed will serve a two year commitment with staggering terms.

The Commission would meet regularly and be tasked with providing suggestions to the Community Services Department in addressing issues relating to the local youth, to include assistance in planning, promoting, and implementing youth programs. Commission Task Forces could be set up to work with the Commission, as needed, to provide all youth in the community who wish to participate an opportunity. Finally, the youth, both on the Commission and on Commission Task Forces, would also participate in community services activities that would benefit the community.

FISCAL IMPACT: Staff is recommending \$5,000 to be used as seed money, which would allow for t-shirts for the Commission, food for meetings, and a spring activity for the community. This budget can be accommodated within the current Community Services Department FY 2007-08 Budget.

Review of Staff Report:

City Manager

City Attorney

City Engineer

Department Head



STAFF REPORT

TO: City Council via City Manager
FROM: Community Development Director
DATE: December 11, 2007

SUBJECT: Hillside Grading

RECOMMENDATION: Review Development Code Section 19.64 and provide direction to staff.

ORDER OF PROCEDURE:

Request Staff Report (Alex Meyerhoff Presenting)
Request Public Comment
Council Questions of Staff
Council Discussion
Motion/Second
Discussion of Motion
Call the Question (voice vote)

Attachments

1. Development Code Section 19.64

BACKGROUND:

The Development Code regulates development activities within the City of Twentynine Palms. Section 19.64 (attached) regulates Hillside Grading, Clearing and Plant Removal.

Staff will review the attached chapter of the Development Code with the City Council.

ALTERNATIVES:

Amend or modify the Development Code to meet the City Council's objectives.

FISCAL IMPACT:

None.

Review of Staff Report:

_____ City Manager

_____ City Attorney

_____ City Engineer

_____ Department Head

Chapter 19.64

HILLSIDE GRADING, CLEARING AND PLANT REMOVAL

Sections:

19.64.010	Purpose
19.64.020	Hillside Grading
19.64.030	Clearing and Plant Removal

19.64.010 Purpose. The purpose of this Chapter is to provide regulations to preserve and protect desert plants, to regulate clearing of native vegetation as a means of minimizing wind and water erosion, to provide appropriate storm drainage containment and control, to minimize disturbance to fragile desert ecosystems, to reduce the amount of fugitive dust, and to protect natural hillside formations when graded and developed.

19.64.020 Hillside Grading.

A. Hillside Grading regulations shall be applied to the following:

1. Foothill areas having a predominant slope of thirty percent (30%) or greater,
2. Foothill watershed areas, and
3. Geologically unstable hillside areas

B. Hillside Grading Guidelines. The following guidelines shall be applied to hillside grading areas:

1. Avoid a manufactured appearance by creating smooth flowing contours with varying gradients.
2. Avoid sharp cuts and fills and long linear slopes that have a uniform grade.
3. Slope banks should be softened by contoured grading at the top and toe of slopes.

4. Terracing should be designed with small incremental steps, avoiding side step terracing.

5. Grading should be minimized within twenty (20) feet of all perimeter property lines of the development, unless the grading is similar to the existing adjacent slopes.

6. Landscaping should be planted to break up long linear elements and reflect irregular forms, as well as provide erosion control and stability for the slope.

C. Slope Analysis. A slope analysis shall be submitted with all development permits and land use applications that would result in the construction of structures or the division of land on which hillside grading regulations apply pursuant to section 19.64.020A.

1. Slope percentages shall be calculated by dividing the vertical rise between the contours as shown on the required topographic map by the horizontal distance between such contours multiplied by 100.

2. The slope analysis shall be in compliance with Appendix Chapter 33, of the latest edition of the Uniform Building Code as adopted by the City, and shall include:

- a. A topographic map of the proposed project area and all adjoining properties within one hundred fifty

- (150) feet at a scale of not less than one inch to two hundred feet (1" = 200'). The contour interval shall be not more than two (2) feet, except where the predominant slope is more than ten percent (10%) the contour interval may be no more than five (5) feet. Contour lines are to be obtained by aerial or field survey, done under the supervision of a Land Surveyor, Registered Engineer or Registered Landscape Architect.
- b. Contours of the finished slope shown at intervals similar to that on the topographic base map.
- c. Street grades, pad elevations, maximum heights of those slopes and approximate total cubic yard of cut and fill.
- D. Geologic Report. A detailed report shall be filed with all development permits and land use application that would lead to the construction of roads or structures or the division of land where the area to be developed contains slopes of thirty percent (30%) or greater.
- E. Approval Authority and Findings. The Building Official may approve, approve with conditions, or deny applications for Hillside Grading. Prior to taking action to approve an application for Hillside Grading, the Building Official shall make the following findings:
1. The proposed grading complies with the General Standards for grading and the Hillside Grading Guidelines.
 2. The site is suitable in size, shape, and topography for the proposed development.
 3. The grading will not adversely affect or be materially detrimental to the adjacent properties or uses.
- F. Grading permits shall be issued and otherwise administered pursuant to Appendix Chapter 33 of the latest edition of the Uniform Building Code as adopted by the City of Twentynine Palms.
- 19.64.030 Clearing and Plant Removal.**
- A. On parcels of one (1) acre or greater in size, land may only be cleared of natural vegetation in order to provide for the installation of building pads, driveways, landscaping, agriculture or other use allowed in the underlying zone. Such clearing may only occur after issuance of a building permit, where required, or a grading permit, issued by the City's Building Official in conformance with the Building Code. The purpose of this regulation is to reduce disturbances to fragile desert soils as much as practical and reduce the amount of fugitive dust that can for long periods of time adversely affect residents on the subject parcel and those residents and land uses downwind of the subject parcel.
- B. The Planning Commission may approve further grading or clearance of vegetation subject to the requirements of Chapter 19.28 *Site Plan Review*.
- In submitting an application for a Site Plan Review, the applicant shall pay a permit fee as established by City Council resolution. The Site Plan Review application shall include, but shall not be limited to, the following:
1. A site plan of sufficient detail to show the area to be cleared.
 2. A Soil Erosion and Sediment Control Plan sufficient to control dust, soil, and water erosion during and after the clearing activity. The erosion control plan shall identify revegetation and/or other measures to adequately control or prevent such erosion on a long term basis, and shall be prepared and maintained to control erosion and to establish vegetative growth compatible with the

area. This control may consist of any one or a combination of the following:

measures have been completed.

- a. Effective temporary planting such as a fast-germinating native seed, and/or mulching with straw, pine needles, chippings, embankment retention netting, and other slope and/or stabilization material.
 - b. Permanent planting of compatible drought-resistant species of ground cover, shrubs, trees, embankment retention netting, or other vegetation.
 - c. Mulching, fertilizing, watering or other methods necessary to establish new vegetation.
 - d. The protection required by this section shall be installed prior to calling for final approval of the project. Such protection shall be maintained for at least one year or until permanent protection is established.
- C. Approval Authority and Findings. Prior to taking action to approve a Site Plan Review for plant removal, the Planning Commission shall make the following findings:
1. The proposed clearing and/or plant removal complies with the General Standards for grading.
 2. The clearing and/or plant removal will not adversely affect or be materially detrimental to the adjacent properties or uses.
 3. Appropriate measures have been taken, or planned for, to control storm drainage, soil erosion and sedimentation.
- E. Upon completion of the clearing/plant removal activity, the applicant or contractor shall call for a final inspection to demonstrate that approved erosion control



STAFF REPORT

TO: City Council
FROM: City Manager
DATE: December 11, 2007

SUBJECT: Municipal Wireless Networks

RECOMMENDATION: The recommendation is that the City Council receives staff report and provides direction to staff as appropriate.

ORDER OF PROCEDURE:

Request Staff Report (Michael Tree Presenting)
Council Questions of Staff
Public Comment
Council Discussion
Direction to Staff

BACKGROUND: Municipal wireless is entering a new and important period in its development. Over the past few years, communities and the private market have literally been inventing a new industry and now patterns are beginning to emerge that can help those that follow.

Specifically, government and community leaders have learned through a model shift in the industry that free, ubiquitous internet access to residents of a community thru high speed wireless broadband technology can be practical if the cost savings (derived from the construction of the wireless network) from other municipal functions are sufficient.

Staff will provide more detail to the Council on the topic in the form of a presentation at the City Council meeting.

ALTERNATIVES: N/A

FISCAL IMPACT: N/A

Review of Staff Report: _____
City Manager City Attorney City Engineer Department Head



STAFF REPORT

TO: City Council
FROM: City Manager
DATE: December 11, 2007

SUBJECT: Priority List of Projects for Lobbyist for Fiscal Year 2008-2009

RECOMMENDATION: Staff recommendation is that the Council receives staff report and provides direction to staff as appropriate.

ORDER OF PROCEDURE:

Request Staff Report (Michael Tree Presenting)
Council Questions of Staff
Public Comment
Council Discussion
Council Direction

Attachments

1. Current Top Three Priorities of the City

BACKGROUND: In January of 2003 the City signed a contract with Copeland, Lowery, Jacquez, Denton, and Shockey for representation of the City before Congress and the Administration. The firm has since reorganized and carries the name of Innovative Federal Strategies (IFS).

Included in the contract is the obligation by IFS to assist in locating federal funding, including grants for infrastructure projects. IFS also represents the City's interest in legislative and regulatory initiatives, and provides frequent updates on issues that impact the City.

In recent years the following projects have been funded by grants stemming from work performed from Innovative Federal Strategies:

- Four HUD grants totalling \$717,010 for the planned Joint Use Visitors Center
- Adobe Road Reconstruction grant for \$4.8 million
- Donnell Basin Study grant for \$500,000
- Utah Trail Reconstruction grant for \$1,039,157

In addition to these grants, IFS is currently assisting the City with a \$1 million request from congress for the planned Joint Use Visitor Center. The request is currently pending in the Senate within the Interior Appropriations Bill. Finally, IFS assisted in providing language to the Water Resources Development Act that benefits the City in obtaining future funding for flood infrastructure for the Pinto Cove Flood Control Channel.

Review of Staff Report: _____
City Manager City Attorney City Engineer Department Head

The planning cycle for federal appropriations is such that the City Council's top priorities should be submitted to lobbyist in the form of white papers by the end of December. The priorities are then submitted to staff members of the applicable legislative representatives during February so that subcommittee work can begin shortly thereafter.

Currently the City has as its top legislative priorities the following:

- The Joint-Use Cultural Center
- Wastewater Master Planning
- Street Improvements for HWY 62

The white papers for these three priorities are found as attachments to this staff report. Staff seeks City Council input as to whether these priorities should remain the top three for the City. Due to the fiscal climate at both the federal and State levels, in most cases for a project to be competitive it should be recognized as regional significant.

ALTERNATIVES: The City Council may wish to consider other alternatives as one of the top three priorities. These priorities could include economic development, flood control planning, alternative energy projects, etc.

FISCAL IMPACT: Generally speaking, most grants that are obtained require a 20% match of from local funding. Therefore, grants should be considered carefully with other projects and priorities of the City Council in mind.



STAFF REPORT

TO: City Council
FROM: City Manager
DATE: December 11, 2007

SUBJECT: City Council Selection of Mayor and Mayor Pro Tem

RECOMMENDATION: Receive information; select Mayor and Mayor Pro Tem

ORDER OF PROCEDURE

Request Staff Report (City Manager Tree)
Council Questions of Staff
Request Public Comment
Council Discussion
Motion/Second
Discussion of Motion
Call the Question (voice vote)

BACKGROUND: The City has traditionally selected the Mayor and Mayor Pro Tem on the basis of election results from the two most recent elections with the offices rotating on an annual basis through the Councilmembers on the basis of when elected and the preponderance of votes.

The above is the traditional method of the rotation of the Mayorship among the Councilmembers. The Council may deviate from tradition, as it deems appropriate.

Staff recommends that the Council select a Mayor and Mayor Pro Tem from among their body.

2002 Election

Benton	16.41%
Cole	15.35%
Spear	15.10%

2004 Election

Bernal	30.70%
Klink	30.24%

2006 Election

Cole	18.03%
Spear	15.17%
Flock	14.16%